
City of Bethel, Alaska

--- Planning Commission Minutes

April 13, 2006

Regular Meeting

Bethel, Alaska

CALL TO ORDER

A regular meeting of the Bethel Planning Commission was held on April 13, 2006 at 6:30 p.m. in the City Council Chambers, 1st Floor City Hall, Bethel, Alaska.

John Guinn called the meeting to order at time 6:30 p.m.

ROLL CALL

Comprising a quorum of the Commission, the following were present:

John Guinn
Sharon Lindley
Joy Shantz

Steve Bush
Pat Jennings

Excused absence(s): Tundy Rodgers
Unexcused absence(s): none

Also in attendance were the following:
City Planner Richard Abboud
Code Enforcement Officer Jeff Lee

APPROVAL OF MINUTES

MOVED BY:	Joy Shantz	To approve the minutes from the Feb 9, 2006 Planning Commission meeting.
SECONDED BY:	Pat Jennings	

VOTE ON MOTION	Carried
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APPROVAL OF AGENDA

MOVED BY:	Pat Jennings	To approve the agenda for the Mar 9, 2006 Planning Commission Agenda.
SECONDED BY:	Steve Bush	

VOTE ON MOTION	Carried
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COMMUNICATIONS none

PLANNERS REPORT Alaska Coastal Management Program: We have received a request for additional information to be included in the amended plan. I have provided the contractor with items to help fulfill the request. We may change or later amend the plan with regards to a designated subsistence area. We need to better document the areas to designate and provide substantive evidence of their use (we can not just designate the entire district). After reviewing the requirements for designation and taking into consideration the scope of our enforceable policies, I see a limited benefit to designate subsistence areas that will not be able to have any discernable policies applied in relation to them. I intend to report this back to the Planning Commission and I will look into the possibility of making an amendment at a later date. I have completed grant applications of the FY 07 Plan Amendment and Required Tasks. As of yet, I have not received an application for Grant Enhancement.

Code Enforcement Activity: The Code Enforcement Officer continues to ticket and tow vehicles in the right-of-way. Some towing efforts have slowed lately due to additional assignments that I have given to Jeff. I have sent out a few letters in regard to structures that have not been in compliance with BMC and will continue to follow up.

I have initiated actions on a few violations of site plans. After review of an as-built survey of the Trooper Housing site, I found that not all the structures presently located on the site were included and it appears that one of them has been placed in a right-of-way (ROW). Also the as-built did not include an elevation certificate as required by BMC. An application for a vacation of the ROW was submitted, but it did not include the proper materials to initiate the procedure. I have sent a letter to convey these concerns to River City Development. The next step to take if no resolution is presented will be the accrument of fines supported in BMC.

After review of past Planning Commission minutes, I found that no plan was submitted by AVCP concerning water and sewer service for 545, 547 & 549 Akula Court. At the time, the Commission asked that a plan be presented to then within 90 days. We are two months past this time. I have sent out a letter to Arvin Dull requesting the proposed resolution. If a resolution is not presented, fines will be accrued as per BMC.

Code Enforcement Plans: We have been working with the city employees to offer assistance in Code compliance, in an effort to both provide an example to the rest of community and to gain experience for future code enforcement activity throughout the community. We are also working with the Clean-up/Green up people to help incorporate the goals of their program into the planned code enforcement activities.

Hazard Mitigation: Our ACMP grant contractor, Eileen Bechtol has been awarded a hazard mitigation grant for Bethel. In addition, I have been notified of a Flood Mitigation Assistance Grant Opportunity. This looks to play right into the hazard grant and I am working to have both of these opportunities facilitated by Eileen.

PEOPLE TO BE HEARD none

COMMISSIONERS COMMENTS none

UNFINISHED BUSINESS none

New Business

Item A – Preliminary Plat for AVCP Housing Authority at 405 Ptarmigan

City Planner Richard Abboud requests that a current as-built survey be conducted and presented to the Planning Department for review to decide if some other less intrusive solution can be attained. Abe Palacios of AVCP informs the Planning Commission that the first plat of the property didn't move the ROW far enough to alleviate the setback encroachment.

MOVED BY:	Joy Shantz	Request that AVCP Housing Authority produce an as-built survey before preliminary plat is reviewed by the Planning Commission.
SECONDED BY:	Pat Jennings	

VOTE ON MOTION	Unanimous
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Item B – Recommendation to City Council to adopt additions to fee schedule for services provided by the Planning Department

A discussion of the Planning Commission ensued. City Planner Richard Abboud informs the Commission about the current fees and the new fee proposal. He states that the fees are based on similar services already provided by the Planning Department.

MOVED BY:	Joy Shantz	To recommend to City Council to adopt the additions to the fee schedule as requested by the Planning Department
SECONDED BY:	Steve Bush	

VOTE ON MOTION	Unanimous
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Item C – Dumpster placement requirements in new subdivision plat.

A discussion of the Commission ensued. City Planner Richard Abboud states that the reason for the discussion is to get ideas on how to keep the trash from blowing in the wind, how many areas will be needed, and what type of fencing should be used around the dumpsters.

MOVED BY:		Discussion Item, No Action Taken
SECONDED BY:		

VOTE ON MOTION	
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ADJOURNMENT

MOVED BY:	John Guinn	To adjourn the meeting at 7:25 p.m. April 13, 2006.
SECONDED BY:	Joy Shantz	

VOTE ON MOTION	Unanimous
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APPROVED THIS ____ **day of** _____ **2006.**

ATTEST:

Joy Shantz, Chair