



## Planning Commission Meeting Agenda

Regular Meeting Thursday, February 11, 2016– 6:30PM  
City Hall Council Chambers 300 Chief Eddie Hoffman Highway

### MEMBERS

Joy Shantz  
Chair  
Term Expires  
12/2017

John Guinn  
Vice-Chair  
Term Expires  
12/2016

Nikki Hoffman  
Council Rep.  
Term Expires  
10/2017

Kathy Hanson  
Committee Member  
Term Expires  
12/2017

Cliff Linderoth  
Committee Member  
Term Expires  
12/2017

Lorin Bradbury  
Committee Member  
Term Expires  
12/2017

Kurt Kuhne  
Committee Member  
Term Expires  
12/2017

Ted Meyer  
Ex-Officio Member

Betsy Jumper  
Recorder

### AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. PEOPLE TO BE HEARD – (5 Minute Limit)
- IV. APPROVAL OF THE MINUTES FROM THE JANUARY 14, 2016 MEETING AND THE FEBRUARY 2, 2016 SPECIAL MEETING
- V. APPROVAL OF THE AGENDA
- VI. SPECIAL ORDER OF BUSINESS
  - A. Election of Chairman
  - B. Election of Vice-Chairman
- VII. NEW BUSINESS
  - A. Zoning Discussion
- VIII. PLANNER'S REPORT
- IX. COMMISSIONER'S COMMENTS
- X. ADJOURNMENT

# City of Bethel, Alaska

## Planning Commission Meeting

January 14, 2016

Regular Meeting

Bethel, Alaska

### I. CALL TO ORDER

A regular meeting of the Planning Commission was held on Thursday, January 14, 2016, at 6:30 PM at the City Hall Chambers in Bethel, Alaska. Vice-Chair Guinn called the meeting to order at 6:30 pm.

### II. ROLL CALL

Compromising a quorum of the Commission, the following members were present for roll call: John Guinn, Lorin Bradbury, Kurt Kuhne, Kathy Hanson, Nikki Hoffman and Cliff Linderoth. Joy Shantz was excused. Also present was Planning Director Ted Meyer, Recorder Betsy Jumper, City Manager Ann Capela and City Lawyer Patty Burley.

### III. PEOPLE TO BE HEARD

Ana Hoffman of BNC spoke to the group about the history of the proposed package store and the new proposed site for it, and she is here because a conditional use permit is now required and needs approval from the Planning Commission. Ana also spoke of concerns with a possible KNIK Port and the Donlin Gold project EIS processes.

### MOTION MADE TO HAVE A SPECIAL MEETING FEBRUARY 2, 2016 TO CONSIDER CONDITIONAL USE PERMITS SUBMITTED

<b>MOVED:</b>	Kurt Kuhne	To have a Special Planning Meeting on Feb. 2, 2016.
<b>SECONDED:</b>	Kathy Hanson	
<b>VOTE ON MOTION</b>	All in favor 5 yes and 0 opposed. Motion carries.	

### IV. MOTION TO APPROVE THE MINUTES

<b>MOVED:</b>	Lorin Bradbury	To approve the Dec. 10, 2015 minutes.
<b>SECONDED:</b>	Kurt Kuhne	
<b>VOTE ON MOTION</b>	All in favor 5 yes and 0 opposed. Motion carries.	

### V. APPROVAL OF THE AGENDA

#### MOTION TO APPROVE THE AGENDA OF JANUARY 14, 2016

<b>MOVED:</b>	Lorin Bradbury	To approve the agenda.
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<b>SECONDED:</b>	Kathy Hanson	
<b>VOTE ON MOTION</b>	All in favor 5 yes and 0 opposed. Motion carries.	

**VI. NEW BUSINESS: A. Donlin Creek Gold Mine and Possible Impacts to Bethel (Discussion Item);**  
A discussion ensued.

**MOTION MADE TO SEND A LETTER TO DONLIN GOLD REQUESTING THAT THE PLANNING COMMISSION BE INVOLVED IN ALL LAND RELATED USES IN BETHEL AND TO REQUEST DONLIN OFFICIALS SPEAK TO THE PLANNING COMMISSION**

<b>MOVED:</b>	Lorin Bradbury	To request to Donlin Gold that the City of Bethel Planning Commission be involved with all matters related to land use and to request Donlin officials speak to the Planning Commission.
<b>SECONDED:</b>	Kathy Hanson	
<b>VOTE ON MOTION</b>	All in favor 5 yes and 0 opposed. Motion carries.	

**MOTION MADE TO DIRECT THE PLANNING DIRECTOR TO WRITE A LETTER TO THE ARMY CORPS OF ENGINEERS REQUESTING AN EXTENSION OF PUBLIC COMMENTS OF UP TO A YEAR FOR THE DONLIN GOLD EIS COMMENT TIME PERIOD.**

<b>MOVED:</b>	Nikki Hoffman	To write a letter to the ACE requesting an extension of up to a year on the EIS comment time period.
<b>SECONDED:</b>	Cliff Linderoth	
<b>VOTE ON MOTION</b>	All in favor 5 yes and 0 opposed. Motion carries.	

**MOTION MADE TO FORWARD ALL INDUSTRIAL USE SITE PLAN PERMITS TO THE PLANNING COMMISSION MEMBERS FOR REVIEW.**

<b>MOVED:</b>	Kathy Hanson	To forward all industrial site plan permits to the Planning Commission members for review.
<b>SECONDED:</b>	Lorin Bradbury	
<b>VOTE ON MOTION</b>	All in favor 5 yes and 0 opposed. Motion carries.	

**B. Exploring the Topic of Bethel Becoming a Borough (Discussion Item):**  
A discussion ensued.

**C. Mapping (Discussion Item):** Ted went over the mapping needs of the planning department. An inventory was done with both current digital and paper maps. The zoning map was done in 1990 and needs to be updated; we need mapping for upcoming zoning activities.

**D. Upcoming Zoning Process (Discussion Item):** Kasayuli and Larson subdivisions are the pressing areas that need zoning done--maybe start out with these two to facilitate the process, and "ease" into things. Also, it would be good if we could have specific items to go over.

**E. Review of Conditional Use Permit – Uses for each Zoning District (Discussion Item):** The conditional use permits are coming, specifically marijuana and alcohol permits. We have a new conditional use permit that just got developed.

**VI. PLANNER’S REPORT:** Ted went over the Planning Director’s monthly activity report.

**VII. COMMISSIONER’S COMMENTS:** **Lorin:** A lot of information discussed here tonight-it is helpful. Want to be sure with the motion made tonight about contacting Donlin Creek and that that person be able to talk to us/present/discuss with them—will that be on the agenda for next meeting? The second thing is talking about land development; I would like to see this as a discussion item on the next agenda. One more thing, this is only my third meeting and I’m enjoying it; **Kurt:** would like to thank the Planner and everyone for being here, appreciate all the discussions and patience with me as I try to navigate my way through; **Kathy:** thanked Ted, really liked his report--brief and to the point. Also, just a reminder, to bring a list of all site plan permits issued; **Cliff:** no comment. **Nikki:** no comment.

**VIII. ADJOURNMENT**

<b>MOVED:</b>	Kathy Hanson	Motion to adjourn the meeting at 8:45.
<b>SECONDED:</b>	Cliff Linderoth	
<b>VOTE ON MOTION</b> 5 yes and 0 opposed. Motion carries.		

The next meeting will be on February 11, 2016

\_\_\_\_\_, John Guinn, Vice-Chairman  
ATTEST: \_\_\_\_\_, Betsy Jumper, Recorder

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**>>>>DRAFT<<<<**  
**City of Bethel, Alaska**  
**Planning Commission-Special Meeting**

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Feb. 2, 2016

Special Meeting

Bethel, Alaska

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**I. CALL TO ORDER**

A special meeting of the Planning Commission was held February 2, 2016 at 6:30 pm in the City of Bethel Council Chambers room, in Bethel, Alaska.

Chair Shantz called the meeting to order at 6:40 pm.

**II. ROLL CALL**

Compromising a quorum of the Committee, the following members were present for roll call: Joy Shantz, Kathy Hanson, Nikki Hoffman, Kurt Kuhne, and Cliff Linderoth. Excused was John Guinn and Lorin Bradbury.

Ex-Officio members present were the following: Planning Director Ted Meyer and Recorder Betsy Jumper. Also present was City Attorney Patty Burley and City Manager Ann Capela.

**III. PEOPLE TO BE HEARD (5 minute limit)** Nobody wished to be heard.

**IV. NEW BUSINESS:**

- A. PUBLIC HEARING: Applicant: Bethel Spirits, LLC, is applying for a Conditional Use Permit to open a Package Store. The Legal Description is United States Survey 1002, lot 1, in Bethel, Alaska 99559. The physical address is 750 Front Avenue.
- B. PUBLIC HEARING: Applicant: Fili's Restaurant is applying for a Conditional Use Permit to obtain a Liquor License. The Legal Description is United States Survey 3770, lot 1, block 6, in Bethel, Alaska 99559. The physical address is 110 Osage Avenue.

*Chairman Shantz opened the public hearing.*

Item A.

The Planning Director introduced himself and presented a report on the Bethel Spirits Conditional Use permit Application.

Applicant Ana Hoffman of Bethel Spirits LLC presented a history of the request for a permit for a liquor store and the site location.

**Wishing to be heard was:**

- Father Chuck Peterson spoke in opposition of a package store;
- Father Thomas also spoke in opposition of a package store.

After a discussion, and finding the applicant met most of the conditions set forth in BMC 18.60.040 (B)(1) through (10), the Planning Commission moved:

**MOTION TO ACCEPT THE BETHEL SPIRITS, LLC CONDIONAL USE PERMIT WITH CONDITIONS**

<b>MOVED:</b>	Kurt Kuhne	To approve the Bethel Spirits LLC Conditional Use Permit, with the condition that the building has adequate lighting surrounding the building for safety reasons.
<b>SECONDED:</b>	Kathy Hanson	
<b>VOTE ON MOTION</b>		
All in favor Motion passes 4 yes and 1 abstained		

Item B.

The Planning Director went over the Fili’s Conditional Use application, such as zoning, the history of the building, and characteristics of the neighborhood.

Applicant Kadri Limani of Fili’s presented the request for a liquor license, and how all the conditions met all requirements of the City of Bethel.

**Wishing to be heard was:**

--Citizen Ana Hoffman spoke of concerns with Ridgecrest Drive being a main artery and what would happen if Ridgecrest were blocked off due to an accident.

After a discussion, and finding the applicant met most of the conditions set forth in BMC 18.60.040 (B)(1) through (10), the Planning Commission determined:

**MOTION TO ACCEPT THE FILI’S CONDITIONAL USE PERMIT APPLICATION WITH THE FOLLOWING CONDITIONS:**

<b>MOVED:</b>	Kurt Kuhne	To approve the Conditional Use Permit, with the conditions that Ridgecrest Drive be blocked off for safety reasons, and also to look at the possibility of installing a guardrail near the embankment in the parking area.
<b>SECONDED:</b>	Kathy Hanson	
<b>VOTE ON MOTION</b>		
All in favor Motion passes - 5 yes and 0 opposed		

*Chairman Shantz closed the public hearing.*

**XI. ADJOURNMENT**

<b>MOVED:</b>	Kathy Hanson	Motion to adjourn the meeting at 8:40.
<b>SECONDED:</b>	Kurt Kuhne	
<b>VOTE ON MOTION</b>		
All in favor Motion passes – 5 yes and 0 opposed		

\_\_\_\_\_, Joy Shantz,  
Chairperson

ATTEST: \_\_\_\_\_, Betsy Jumper  
Recorder

Please See Title 18 of the Bethel Municipal Code

To: Ann Capela, City Manager  
From: Ted Meyer, Planner  
Subject: January 2016 Activity Report  
Date: Jan 29, 2016



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## **Right-of-Way Issue**

I met with the Moravian Church Board on Jan 6. Their concern regards the boardwalk on their land behind the church buildings off of Third Street. The boardwalk is located inside a 50-foot ROW which borders Mission Lake. An eight-foot portion of the boardwalk is in disrepair. There were complaints of 4-wheeler noise during the middle of the night, and of intoxicated people using the boardwalk. Board members were concerned about the church's liability. We discussed two potential alternatives:

1. This would be a cooperative effort between the Church and the City. COB Public Works stated they could repair the eight-foot section in the spring. The Church would fence in the entire parameter of their property except for both end points of the existing ROW. Public Works may also put in obstacles to block 4-wheeler traffic, but not pedestrians.
2. The Church submits a request to have the ROW vacated if Alternative #1 fails.

The Church's next board meeting is in April, 2016. Public Works indicated they would attend.

## **Conditional Use Permit**

- Planning, developed a new CUP (Conditional Use Permit) application with excellent input from the City Clerk, Legal and City Manager's office.
- Planning Department received two CUP's (Conditional Use Permit) applications using the new forms from BNC (Bethel Native Corporation) and Fili's Restaurant for site location approval to begin liquor sales.
- Researched compliance with the BMC and developed a fact of findings and recommendations for both.

Planning Department worked to prepare packet for Special Planning Commission Meeting to be held on Feb 2, 2016. There was great teamwork by all involved.

## **Hospital Extension Project**

- Spoke with Derek Evon from YKHC Site Plan Permit application regarding their upcoming project. I'll meet with Diana Latham from YKHC Feb 3, 2016 as well.

## **ROW Vacation**

- Working with a potential ROW vacation with Farpoint Land Services on YKHC property in association with the upcoming hospital extension project.

## **GCI Property Lease with City at Watson Corner**

Ordered and received a title report for the property. Contacted McClintock Land Associates (surveyor of record for associated USS 3230 Subdivision) for an As-built survey. Will follow up with an appraisal.



The City of Bethel currently has vacancies on the following Committees & Commissions.

**Marijuana Advisory Committee**

2 Alternate Vacancies

**Port Commission**

2 Commission Vacancies

2 Alternate Vacancies

**Energy Committee**

2 Committee Vacancies

2 Alternate Vacancies

**Finance Committee**

1 Alternate Vacancy

**Planning Commission**

2 Alternate Vacancies

**Public Safety and Transportation Commission**

2 Alternate Vacancies

**The City of Bethel is committed to citizen involvement in local government to develop programs and services, which provide efficient and positive benefits for residents, workers and visitors.**

**The City has established committees which are advisory in nature and commissions which are quasi-judicial. Qualifications to serve vary with the committees and commissions, but the most important qualifications are interest and a willingness to serve your community.**

**If you are interested in offering your services to Bethel's community, by volunteering a few hours of your time each month, please pick up an application at the City Clerk's office or contact the City Clerk at 543-1384 or at [lstrickler@cityofbethel.net](mailto:lstrickler@cityofbethel.net) for more information.**