

Planning Commission Minutes

Regular Scheduled Meeting January 10, 2002

PUBLIC WORKS BLDG., SECOND FLOOR CONFERENCE ROOM

6:30 PM

I. CALL TO ORDER

The meeting was called to order by Chair Guinn at 6:30PM

II. ROLL CALL

Present: J. Guinn, D. Notti, P. Jennings, C. Albright, M. Charlie

Excused: J. Hamilton

Others Present: John Malone, Planning Director

Andy McGowen, Representing Tunista Properties

Sandra Moseley, Admin Assistant, Recorder of Minutes

III. APPROVAL OF MINUTES

M/M M. Charlie/D. Notti Approve the minutes of the December 13, 2001 meeting.

Unanimous

IV. APPROVAL OF AGENDA

M/M C. Albright/M. Charlie Approve the agenda.

Unanimous

V. COMMUNICATIONS

Distributed at meeting:

1. Final Finding and Decision from DNR for the transfer of an additional 8 acres of tidelands to the city.
2. Letter to BNC authorizing the final plat application for BNC Industrial Park Subdv.

All others included in meeting packets.

VI. PLANNERS REPORT

Mr. Malone reported:

Citywide Orthophoto Mapping Project: There have been no significant progress reports from the ASCG staff during the past two weeks. We have resolved some platting issues that arose. We have taken several opportunities to work with our new AutoCad Land Desktop software and the partially completed master survey drawing provided us last month by ASCG. We've

successfully inserted several new plats (recorded this summer) in the master survey drawing. Being able to keep this master updated is one of the important goals of the project.

Dedicated rights-of-ways and public easements on previously platted

ANSCA and Indian Homestead Subdivision plats: There has been no further communication from ONC on the readiness of additional subdivisions since my last reporting.

Corps of Engineers East Ave. Seawall Rehab and Extension of Brown's Slough Bulkhead:

Last week the Corps provided us with the preliminary construction bid documents for this project for comment and review. I've had the opportunity to review and have commented as to the extent of the permanent easements they are requesting the city to acquire on two of the properties in Brown's Slough (Hoffman Fuel Garage and Corinas Case Lot store). From the proposed construction drawings these easements extend well into these properties around existing buildings. The easements, if acquired as drawn, would effectively limit any further development to existing improvements on these sites. I fully anticipate that these landowners will object to this.

BNC Industrial Park Subdv – Tract 5A, USS 4000: The council passed Ordinance #01-48 on Tuesday which approves the redistricting of this tract from PL&I to Industrial and GU, that you had recommended in Resolution # 01-05. BNC has now been notified to proceed with their final plat application for this subdivision.

Phase II & III City Subdivision Piped Sewer and Water: We have completed the mailings of the introduction letters and landowner agreements to all but 5 of the 76 property owners involved in this phase. The remaining 5 mailings are deceased individuals, need correct mailing verifications, or amended title reports from the title company (discovered property changed ownership since last year). There have been several phone contacts from these landowners since the mailings. Many more than we received during Phase I. I suspect this is because the public in general has become much more informed about the project as a whole. CRW has now provided us with final construction drawings for Phase I. These are very helpful in answering many landowner questions as to the details of lift station and house connections, etc. CRW has also advised that the contractor will not begin the installation of Phase I until the first week of June.

DNR Tide & Submerged Lands Conveyances to City: The handout with the Finding and Decision from DNR approving the transfer of the additional 8 acres of tidelands to the city was quite a surprise. This has to be a record for DNR as far as expediting anything. We now have management control over these lands, and this is what we wanted for the Corps project in Brown's Slough. Later, DNR will develop survey instructions, and we most likely will be responsible for performing the survey. Upon completion of the surveys the state will then formerly convey by deed.

Information Technology: Nicole has been working on the Corps of Engineers annual report required under our General Permit. This report requires a map location of all permits issued over the calendar year. Service calls and system problems over the holidays were minimal. We submitted a midyear budget modification for council's consideration at their January 8th meeting. The council did not approve this at this meeting. The city clerk reported that she felt the submission was too late for council to fully evaluate. There was one large equipment item included in this. This was the replacement of the central server for the Public Works facility. The existing server has begun to exhibit indications of premature failures with two of its four disk drives. In order to prevent a catastrophic loss of data we are planning to place the new server on line as the primary and retain the current server as backup. We hope the council will reconsider this at their next meeting.

VII. PEOPLE TO BE HEARD

Andy McGowen of Tunista Properties, he will be heard under ITEM: A Old Business.

IX. COMMISSIONERS COMMENTS

Chair J. Guinn would like to revisit sections 17.24.280 through 17.24.280 of Ordinance #01-05 pertaining to the mandatory installation of piped sewer and water in new subdivisions at the February Planning Commission meeting. These sections became effective on January 1, 2002. He felt that the public was not fully aware of the implications of this and wanted more opportunity for public input and discussion. Mr. Malone offered that the complete memo packet that he had prepared last May for the Public Works Director, City Manager and City Engineer on the actions taken by the Planning Commission on these sections had been included in the last council meeting packets (January 8th) at the request of the City Manager. There apparently were no comments offered by the public or action by the council. Commissioner D. Notti stated that at this City Council meeting, Councilman J. Drake expressed the opinion that they just leave it "on the books" because the first one to apply for a new subdivision would ask for and probably get an exception.

Chair J. Guinn asked Mr. Malone to include the item on the February agenda.

X. OLD BUSINESS

ITEM A. PETITION TO VACATE THE UNDEVELOPED PORTION OF 3RD STREET BETWEEN THE INTERSECTION OF WILLOW ST/RIDGECREST DR. AND DULL LAKE. RESOLUTION NO. 02-01.

PUBLIC HEARING

Open Public Hearing at 6:55PM

Chair J. Guinn asked Mr. Malone to introduce the item.

Mr. Malone introduced Andy McGowen, representing Tunista Properties. Mr. Malone stated that the application is complete and that he had provided for a 20 foot wide Protection District in the resolution to preserve drainage. Mr. McGowen stated that Tunista intends to enhance the site. They have some encroachment issues with freezer vans and Tunista will take care those and cleanup of the property. Tunista wants to make the area nice. Mr. Malone said there is a vacation of the lot line between Lots 7&8 that Tunista wants to take care of in the final plat. The current property boundary runs through one of the existing buildings. This vacation request is included in the resolution, and should not be a problem.

Public Hearing closed at 7:00PM.

Role call vote: 5 In Favor 0 Opposed 0 Abstained

X. NEW BUSINESS

ITEM A. ANNUAL ELECTION OF PLANNING COMMISSION OFFICERS.

ACTION ITEM

Chair Guinn opened the floor for nominations.

M. Charlie nominate J. Guinn as chair.

M/M D. Notti/P. Jennings Close nominations and approve J. Guinn unanimously.

Unanimous

D. Notti nominate M. Charlie as Vice Chair

M/M D. Notti /C. Albright Close nominations and approve M. Charlie unanimously.

Unanimous

XI. ADJOURNMENT

M/M C. Albright/P. Jennings To adjourn.

Unanimous

Meeting Adjourn at 7:10PM

Planning Commission Minutes, January 10, 2002 (Cont)

Minutes prepared by Sandra Moseley, Administrative Assistant

Approved:

Charles G. O'Neil

John Guinn, Chair

CLARENCE ALBAUGH

Date: *01-26-02*

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