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# City of Bethel, Alaska

## --- Planning Commission Minutes

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January 10, 2008

Regular Meeting

Bethel, Alaska

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### CALL TO ORDER

A regular meeting of the Bethel Planning Commission was held on Jan. 10, 2008 at 6:30 p.m. in the City Council Chambers, 1st Floor City Hall, Bethel, Alaska.

John Guinn called the meeting to order at 6:35 p.m.

### ROLL CALL

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

Sharon Lindley	John Guinn
Joy Shantz	Thor Williams

Excused absence(s): Mike Walter

Unexcused absence(s):

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

**PEOPLE TO BE HEARD** – none

### APPROVAL OF AGENDA

<b>MOVED BY:</b>	Thor Williams	To approve the agenda for the Jan. 10, 2008 Planning Commission Meeting.
<b>SECONDED BY:</b>	Joy Shantz	

<b>VOTE ON MOTION</b>	4 yes 0 no motion carried
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### APPROVAL OF MINUTES

<b>MOVED BY:</b>	Sharon Lindley	To approve the minutes from the Dec. 13, 2007 Planning Commission Meeting as amended.
<b>SECONDED BY:</b>	John Guinn	

<b>VOTE ON MOTION</b>	4 yes 0 no motion carried
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**COMMUNICATIONS-** none

**PLANNERS REPORT:**

Alaska Coastal Management Program: No new news.

Code Enforcement Activity:

AVCP has made a new proposal for obtaining water and sewer service for 545, 547 & 549 and it has been forwarded through the Public Works Director to CRW for review. CRW is reviewing the technical specifications to determine the impact of adding additional subscribers to the mains in question. I plan to coordinate a response that addresses the need for a time bound commitment to add these subscribers to the piped system.

AVCP has hired legal representation and is working on devising an acceptable solution to the Planning Commission regarding the encroachments of their properties on J. B. Crow Road. Representatives from the AVCP planning staff and lawyer met with the City Manager, City Attorney and me. They presented a concept to cure the encroachments that addressed the issues that were listed as impediments to their previous Preliminary Plat proposal. They are currently getting an appraisal to determine the value of city land that could be purchased to cure one aspect of their encroachment. The proposed purchase of land would also provide additional parking that would enhance parking and safety issues with the properties. AVCP staff are planning to report at the January Planning Commission meeting.

Several tickets have been issued and are in various states of judicial procedure. Arrangements have taken place and some judgments have been determined and others are scheduled for trial.

Vehicle left in the rights-of-ways have been minimal so far this winter.

Comprehensive Plan: The Planning Department is continuing to prepare for review of the transportation and comprehensive plans and is seeking possible sources of funding for activities.

LUCA (Local Update of Census Program): I have received materials for participation in the program from the Census Bureau

Hazard Mitigation: I have received a final draft of a hazard mitigation plan and it has been submitted for approval and is available on the Planning Department website. The plan has been accepted by the State and is now waiting for final approval from regional representatives of mitigation team of the Department of Homeland Security. I am working with the grant writer to identify possible projects that would be eligible for funding through the program.

Indian Reservation Roads (IRR): Still have not received specific feedback from BIA regarding submittal of the new inventory, besides being informed that at least 70 or more of the submissions have been accepted. We are having difficulties communicating with the folks at BIA and are considering a visit to their offices. Further inventory submission and current requirements for the program are addressed in the ONC/Bethel Citywide Transportation Plan RFP.

Recreation Center: I am a participant in the Ad Hoc Committee assigned with duties related to the development of the new Community Recreation Center. We have had two meeting so far and are currently giving final consideration to the design of the facilities itself. I encourage Planning Commissioners to get involved with this project.

Site Plans: Things are starting to slow down for the winter.

Transportation Plan: Three proposals for development of the Citywide Transportation plan have been submitted. I have reviewed the proposals and will share the results with ONC.

Vision 2025: In response to the proposed development of city-owned land by Councilman Trantham, I am working on a review of elements in the comprehensive plan with the Planning Commission. First consideration in regards to future development will be given to future transportation routes to be addressed in the upcoming Citywide Transportation Plan.

Water Source Protection: The meeting scheduled for November 15<sup>th</sup> was not held and is tentatively rescheduled for sometime in January.

**COMMISSIONERS COMMENTS**

John Guinn- Happy new year

Sharon Lindley- none

Thor Williams- Apologizes for missing the first two meetings since he was appointed.

Joy Shantz- none

**UNFINISHED BUSINESS-none**

**ITEM A Relationship between City Council, Planning Commission, and City of Bethel Administration. (Council Rep. Williams)**

DISCUSSION ITEM

Council Representative Williams states that he is new to the Planning Commission and would like to be informed of the authority of the Planning Commission and the role that Administration has when dealing with situations such as the encroachment by AVCP at 408 Ptarmigan. He stated that he is concerned with AVCP consulting with the City Manager.

Chair John Guinn states that the role of the Planning Commission is to make recommendations to the City Council when dealing with land issues. The petitioner has the right to appeal any decision by the Planning Commission to the City Council.

City Planner Richard Abboud states that the situation with AVCP is complicated and has involved attorneys. This could be the reason that the representatives of AVCP were consulting with the City Manager and City Attorney, but states that he was not present at the meeting.

Code Enforcement Officer Jeff Lee states that it is the right of the petitioners to consult with the Planning Department, City Manager, and City Attorney for any reason under Bethel Municipal Code, but that the decision to dispose of City Property is a duty of City Council with recommendation by the Planning Commission. He also states that a decision by the City Council can be appealed in Court.

<b>MOVED BY:</b>		No action required
<b>SECONDED BY:</b>		

<b>VOTE ON MOTION</b>	
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**NEW BUSINESS**

**ITEM A Update from AVCP on proposed land acquisition and status of the encroachment at 405 Ptarmigan.**

DISCUSSION ITEM

Representatives from AVCP were not present, therefore the meeting was adjourned.

<b>MOVED BY:</b>		No action required
<b>SECONDED BY:</b>		

<b>VOTE ON MOTION</b>	
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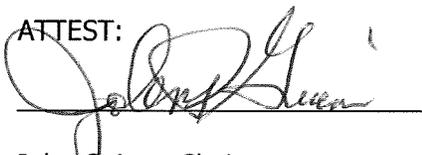
**ADJOURNMENT**

<b>MOVED BY:</b>	Thor Williams	To adjourn the meeting at 7:00 p.m., Jan. 10, 2008.
<b>SECONDED BY:</b>	Joy Shantz	

<b>VOTE ON MOTION</b>	4 Yes 0 No Meeting Adjourned
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**APPROVED THIS** \_\_\_ day of \_\_\_\_\_ **2008.**

ATTEST:



John Guinn, Chair