

Planning Commission Minutes

Regular Scheduled Meeting May 9, 2002

PUBLIC WORKS BLDG., SECOND FLOOR CONFERENCE ROOM

6:30 PM

I. CALL TO ORDER

Meeting was called to order by Chair J. Guinn at 6:38PM.

II. ROLL CALL

Present: J. Guinn, B. Glasheen, P. Jennings, C. Albright

Excused: D. Notti

Unexcused: J. Hamilton, M. Charlie

Others Present: John Malone, City Planner (Teleconference)
Sandra Moseley, Admin. Assistant, Recorder of Minutes
Willy Keppel, Resident
Mildred Reuter, Resident

III. APPROVAL OF MINUTES

M/M C. Albright/P. Jennings to approve the minutes of April 11, 2002 meeting.

Unanimous

IV. APPROVAL OF AGENDA

M/M C. Albright/B. Glasheen to approve the Agenda.

Unanimous

V. COMMUNICATIONS

None other than that enclosed in meeting packets.

VI. PLANNERS REPORT

Mr. Malone reported:

Minor Replat Applications - FYI: I included in your meeting packets a new form that can be used for simple lot line vacations and lot consolidation. I received this in sample format from the DNR Recording Office supervisor in Juneau. Juneau has a similar Minor Replating ordinance and has been using this form format to accomplish the recording of these. For these simple vacations this will undoubtedly save us considerable administrative and hearing time and save the public the cost of a survey.

AutoCad Training: Today I just finished a 3 day training in our new AutoCad Land Desktop software. This is the software that we will be using to manage the base map and the projects developed from the base map (like the new address map project). The base map file of the entire mapping project is part of the deliverables of mapping project. You already have seen samples of some this that was generated from a draft version of the AutoCad base map file.

Citywide Orthophoto Mapping Project: May 1 email msg from Doug Graether of ASCG on project status:

"Am sending you a final map for your review. If this meets your approval I will start the mass production and be sending them on a weekly basis. I will start with the populated areas and save the undeveloped areas for last (unless you have a need for a specific area). I have rotated the property lines to 'best fit' the various as-builts you were able to collect. There will still be some small differences (+- a couple of feet) since I am rotating the property lines as a whole and the as-builts are individual surveys. I think overall that the fit is very good and there shouldn't be any problems."

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

As the following April 24 '02 email excerpt from Andrea Elconin, the Corps project manager for our project indicates, we have some good news. The email is addressed to the city manager and myself. The acronym PCA stands for Project Cooperation Agreement.

"As you know, we have been given the green light by headquarters to submit the PCA amendment for approval and to start construction on the bank stabilization project. The major caveat is that we can only spend up to \$1.3 million federal funds out of the Corps' funds available. The remainder of federal funds must be appropriated in a congressional add. the City of Bethel will need to pursue that with their congressional delegation, as we are not allowed to lobby Congress. As we discussed yesterday, we would need a minimum appropriation of \$2.5 million, but we have informed Congress that we have the capability to use \$5 million on this project.

In order to start processing the PCA amendment I will need resolutions from the City Council approving the finance plan you prepared in February and the PCA amendment. Below I have attached the finance plan, the PCA amendment, and the original PCA."

Budget Packet: As I hope you have had an opportunity to review, in your packets was also a copy of the administrations introduced FY '03 budget. I think the managers cover memo is self explanatory as to councils intention that all commission and committees have an opportunity to review and comment. The Planning budget is incrementally pretty flat from last year. There are no new capital items. The equipment item for \$3,300. is to replace our now 6 year old plotter. This plotter was purchased by my predecessor and the manufacturer has gone out of business 2 years or so ago. I've accumulated many supplies for this over the past 2 years from a third party vendor in anticipation of the demand from the mapping project. I fully expect to use a significant amount these in the next few months. When these supplies are exhausted I would like to replace with a better quality unit, and one from a long standing brand name manufacturer – HP.

Information Technology: There has been a reorganization of the IT position since the hiring of the new Deputy City Manager. The IT position will now be managed through that position. The city manager has split Nicole's duties between Planning Tech (now half day in the morning – this now effectively restores the Planning Tech position) and IT (half day in the afternoon). I think it is fair to say that Nicole has found this new arrangement quite challenging - and so have I. The planning office has seen little of her under this new arrangement and some things are falling behind – like the need to revamp the Site Plan database to conform to Microsofts new release of their Access database contained in our new MS Office product.

VII. PEOPLE TO BE HEARD

None at this time.

IX. COMMISSIONERS COMMENTS

None at this time.

X. OLD BUSINESS

None

X. NEW BUSINESS

ITEM A. PRELIMINARY PLAT, KASAYULI SUBDV, VACATING THE COMMON PROPERTY BOUNDARY BETWEEN LOTS 13 & 14, 15 & 16, 17 & 18 OF BLOCK 7, LOTS 5 & 6, 7 & 8 OF BLOCK 8, AND LOTS 4 & 5 AND 8 & 9 OF BLOCK 9, CREATING CONSOLIDATED LOTS 13A, 15A AND 17A OF BLOCK 7, LOTS 5A AND 7A OF BLOCK 8, AND LOTS 4A AND 8A OF BLOCK 9.

PUBLIC HEARING

Chair Guinn announced that this agenda item called for a public hearing. He further announced that he was stepping down as chair as he had a conflict of interest in this matter as an employee of YKHC and as the party presenting the preliminary plat for the Commissions consideration. He further asked the members to appoint a temporary Chair for this agenda item. Commissioner P. Jennings stated that he did feel that Chair Guinn does have a conflict of interest even though he stepped down as Chair. Commissioner B. Glasheen concurred with Commissioner Jennings, and felt that there was a conflict of interest. Chair Guinn did not agree with this interpretation of his conflict of interest.

With Chair Guinn unable to vote on any action involving this matter, the body was left without a quorum. Chair Guinn announced that he was calling a special meeting for next

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Thursday (May 16th) with this item as the agenda item and instructed the planning staff to notice this.

M/M C. Albright/P. Jennings to table until the next meeting.

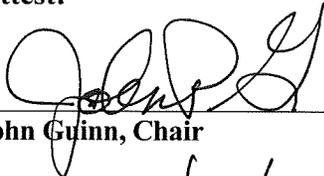
Unanimous

XI. ADJOURNMENT

Chair Guinn adjourned the meeting at 6:47PM

Minutes prepared by Sandra Moseley, Administrative Assistant

Attest:



John Guinn, Chair

Date: 5/16/02