

# Planning Commission Minutes

Regular Scheduled Meeting September 19, 2002

**PUBLIC WORKS BLDG., SECOND FLOOR CONFERENCE ROOM**

**6:30 PM**

## **I. CALL TO ORDER**

The meeting was called to order by Acting Chair Mark Charlie at 6:35PM.

## **II. ROLL CALL**

Present: D. Notti, B. Glasheen, P. Jennings, M. Charlie

Excused: J. Guinn, J. Hamilton, C. Albright

Other Present: John Malone, City Planner

Sandra Moseley, Admin. Assistant, Recorder of minutes

Mary Leykom, Corp of Engineers

Scott Bailie, appearing for Item A, New Business

## **III. APPROVAL OF MINUTES**

M/M D. Notti/B. Glasheen for approval of the August 15, 2002 minutes.

Unanimous

## **IV. APPROVAL OF AGENDA**

M/M D. Notti/P. Jennings to approve the Agenda.

Unanimous

## **V. COMMUNICATIONS**

Handout: "Community of Bethel Planning" October 10, '02 community planning forum.

## **VI. PLANNERS REPORT**

Mr. Malone reported:

Citywide Orthophoto Mapping Project: As you can see from our meeting room, the sorting and storing of the printed products is just about complete. For City Hall distribution we plan on placing a copy of the one quarter section grid map in ortho and nonortho in the customer service area of the Finance Department with a grid map index sheet for ordering purposes. By this manner, people who wish to order copies of the individual grids can mark those they wish to purchase on one of these grid map index sheets and forward to the Planning Office.

The Planning Office will then assemble the order, contact the customer and invoice the sale at the Planning Office. We have also placed the base map in AutoCad "Volo View" on some of the Public Works work stations so that public works personnel can view and print out portions of the maps as needed. Volo View is an AutoCad product that allows file viewing and printing of AutoCad generated drawings in read-only form without have to have a copy of AutoCad running.

New Address Map: Nicole has been finishing the address mapping project. She has used the database capabilities of AutoCad to connect the physical address to the physical lot location on the address map. With this additional information and capability, we may query the database using either a physical address or the legal description and the program will pull up the referenced location on the map. Through this type of linkage we can maintain physical addresses in the database with any other pertinent information about the physical location such as zoning location, flood plane, and use and occupancy, should we someday in the future proceed with this additional permitting approval.

New HP Plotter: As you will see in the office, our new HP plotter is in. Nicole was able to negotiate an excellent deal on a 42", both role and single sheet model. We were able to purchase this at a price less then the 36" role model we originally wanted that was on sale. It arrived including freight under budget. We anticipate that the 42" printing capability will allow for single banner maps of the entire city in a size that can be easily read. These are most desirable at the Fire and Police Department, and Public Works utilities and road maintenance. We will continue to use the older 24" plotter for all other projects until the ink supplies run out. The manufacturer of the older plotter went out of business two years ago. Nicole and I will be setting up the new plotter this weekend.

Corps of Engineers East Ave. Seawall Rehab and Extension of Brown's Slough Bulkhead: We received word last Thursday from Andrea Elconin of the Corps District Office that our PCA amendment (Project Cooperation Agreement) is nearing final approval at Pacific headquarters. Once approved the Corps will place us on notice to acquire the necessary permanent easements along Brown's Slough and East Avenue that the Corps has determined is needed for both construction and future maintenance of this project. I have drafted a budget outline document for these easement acquisitions and forwarded to the City Manager and Finance Director.

Crowley Bulk Fuel Terminal Permitting: Reportedly (I have not seen a recorded copy yet) the pipeline easement between the new bulk fuel facility and the Petro Port has been executed by the city and BNC. Within the right-of-way that the easement is within, on the access road to Yukon Fuel, Yukon had placed a large mound of contaminated soil for remediation. Yukon Fuel has been formerly noticed by letter to remove this dirt pile. With the construction of the buried pipeline from Crowley's new bulk fuel facility to the port, full access to this right-of-way is necessary. Construction of the pipeline portion of this project has not yet been permitted by this office.

Phase I City Subdivision sewer and water project: Greg Sargent has reported in his weekly inspection reports that Osborne is making steady progress with Phase I. Many small issues arise just about every day, some requiring a decision by our contracted engineers at CRW. Per our construction contract, the main lines are scheduled for wet pressure testing in October.

Personnel: Stosh Hoffman is on leave until the end of the month – Nicole Dahl has remained as a temporary hire until his return.

**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. VARIANCE APPLICATION BY SCOTT AND MOLLY BAILIE FOR A PRE-CONSTRUCTION SIDE YARD AND REAR YARD SETBACK VARIANCE ON LOT 17, BLOCK 10, US SURVEY 3790 (114 EAST AVE.)

PUBLIC HEARING

Vice Chair M. Charlie asked Mr. Malone to introduce the topic.

Mr. Malone noted that Scott Bailie was in attendance and that Mr. Bailie was representing the applicants in this matter. Mr. Malone referred to his written staff report that had been provided in the meeting packets. He stated that he felt that this application met all the requirements for granting both a side yard and rear yard setback variance and was recommending that the Commission approve the variance as requested.

Vice Chair M. Charlie opened the Public Hearing at 6:48PM

No testimony was offered.

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Closed Public Hearing at 6:49PM

M/M D. Notti/B. Glasheen to approve the variance.

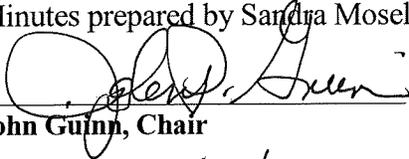
Unanimous

**XI. ADJOURNMENT**

M/M D. Notti/P. Jennings to adjourn at 6:50PM.

Unanimous

Minutes prepared by Sandra Moseley, Administrative Assistant.

  
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John Guinn, Chair

Date: 11/21/02