

# Planning Commission Minutes

Scheduled Meeting November 13, 2003

PUBLIC WORKS BLDG., SECOND FLOOR CONFERENCE ROOM

6:30 PM

## I. CALL TO ORDER

Chair J. Guinn called the meeting to order at 6:35PM.

## II. ROLL CALL

Present: J. Guinn, B. Glasheen, J. Hamilton, P. Jennings, M. Charlie, T. Rodgers

Excused: J. Shantz

Others Present: J. Malone, Planning Director

Q. Duruji, Planning Tech.

S. Mosley, Administrative Assistant

## III. APPROVAL OF MINUTES

M/M J.Hamilton/M.Charlie Approve the minutes of the October 9, 2003 meeting.

Unanimous

## IV. APPROVAL OF AGENDA

M/M M.Charlie/J.Hamilton Approve the agenda.

Unanimous

## V. COMMUNICATIONS

Meeting Handout:

1. Draft of "City of Bethel Development Handbook"
2. Conceptual drawing of new courthouse addition.

All others in meeting packet.

## VI. PLANNERS REPORT

Mr. Malone reported:

Crowley Bulk Fuel Facility: The final inspection of the items requiring remediation from the October substantial completion inspection is scheduled for this week by our contracted engineer from ASCG.

Code Enforcement: Quinton has responded to several code enforcement complaints over the last month. The majority of these have to do with water and sewer non-compliance issues. Most were brought onto compliance by the agreed time before a citation was issued – one is pending in court.

US Army Corps of Engineers General Permit: I had an all morning meeting with Mary Leykom and Don Rice from Corps Regulatory last week. I do not see any new or unforeseen issues coming up in our permit renewal. They report to be very pleased with our reporting and enforcement.

Seawall Project – Brown’s Slough and East Ave.: The surveys are complete and all drawings have been uploaded to our office, the city attorney and Corps Reality. There was only one responder to our RFP for appraisal services. This responder was qualified by the Corps, however, they could not complete the work until the end of April '04. I have been in negotiations with Affiliated Appraisers of Anchorage, and it appears that they are now prepared to conduct the work beginning December 1 with a completion date of December 31<sup>st</sup>. Affiliated had not responded to the RFP because they did not think at the time they could complete the assignment within the timeframe we were requesting. To negotiate a contract with Affiliated within the context of the time we desire the work to be completed (January 1, 2004) we would need council to pass an ordinance waiving the RFP process for this project.

ROW Acquisition Ordinance: This of course is on your agenda and there has been no further comment from DOT/PF on the markup version provided in your meeting packet.

Address Map Project: Most of the effort now is placing the address numbering on the new digital map. To date we have completed about one half of these.

Personnel: Stosh Hoffman has been selected by the Director of Public Works to fill the vacant position of Operations Manager for the Public Works Department. He will still be performing some of his previous functions under the Village Safe Water contract, mainly necessary landowner/homeowner contacts.

Alaska Coastal Management Program(ACMP): As I reported last month considerable administrative and process work remains to completely accomplish the transition of this program into DNR – regulations need be amended and replaced in Administrative Code under DNR – area and district plans need be rewritten and approved. The scheduled annual northern region conference will be held in Anchorage December 3-5. Almost the entire agenda is devoted to revising these regulations. A completed draft of these is anticipated to ready by July 1, 2004.

City of Bethel Development Handbook: As you can see Quinton has a fairly good start on the handbook. There are at least 3 sections that will be added – the chapter headings are enclosed in the draft. If there are additional areas that you feel should be covered please advise. If you have editing suggestions you can just mark up your copy and fax to the office at 543-2046.

Chair Guinn asked if there were any questions of the planner.

S.Rodgers stated that the city is in need of developed roads. There can be no more development until we get more roads in place. He also said the city should consider opening its land in the "Donut Hole" west of City Subdivision for development.

Mr. Malone added that the cost of road development apparently was preventing any new subdivisions – presently you could not recover the costs in developing raw land do to the cost of road development.

**VII. PEOPLE TO BE HEARD**

None

**IX. COMMISSIONERS COMMENTS**

None

**X. OLD BUSINESS**

NONE AT THIS TIME

**X. NEW BUSINESS**

**ITEM A. PROPOSED AMENDMENT TO TITLE 17 OF THE ORDINANCES OF THE CITY OF BETHEL, ADDING A NEW CHAPTER 17.19 FOR RIGHT-OF-WAY ACQUISITION PLATS.**

ACTION ITEM

Chair Guinn opened the Public Hearing at 6:55PM

Chair Guinn asked Mr. Malone to introduce the item.

Mr. Malone stated that in his cover memo included in the meeting packets he had explained some of the markup changes that were the result of conversations with DOT/PF. He further stated that DOT/PF wanted the hold harmless provision removed completely. The city attorney has advised against this. This is meant to protect the city should proposed acquisitions on native allotment lands bring about litigation. Mr. Malone further added that the time between filing a preliminary plat and a final plat could take several years and involve a process of acquisition between DOT/PF and landowners that the city had little say in. It was felt that do to this the hold harmless provision was important to the city.

Close Public Hearing at 7:01PM

M/M by M. Charlie/T. Rodgers Recommend the ordinance amendment to council for adoption.

Chair Guinn asked for a role call vote.

Vote: Yes-6 No-0 Abstained-0

**ITEM B. TRAILS PLAN**

**DISCUSSION ITEM**

Chair Guinn asked who referred this item. Mr. Malone replied that it had originated in the Public Works Committee and was referred through council to the commission. He further added that Sandra Moseley was the taker of minutes for the Public Works meeting and she may help explain more. S. Moseley said the issue was over the new sewer and water pipes in City Subdivision. There have been several requests for ramps to be built over these new pipes for snowmachines. The problem was that these ramps would lead onto neighboring private property – no one had a good answer for this so it was referred to the Planning Commission.

J. Hamilton inquired about the legal ramifications of city owned trails. S. Rodgers suggested that the city right-of-ways be used for trails. Chair Guinn suggested that the city research the legal liabilities of trails on city land. P. Jennings offered that snowmachiners were going to go wherever they wanted regardless of trails. He also felt that 4 wheelers were probably more of a problem than snowmachines.

No action taken.

**XI. ADJOURNMENT**

M/M M. Charlie/ J. Hamilton to adjourn.

Unanimous

Meeting adjourned at 7:15PM

Minutes prepared by Quinton Duruji, Planning Technician

**APPROVED:**

\_\_\_\_\_  
John Guinn, Chair

Date: \_\_\_\_\_