

Planning Commission Minutes

Scheduled Meeting January 8, 2004

PUBLIC WORKS BLDG., SECOND FLOOR CONFERENCE ROOM

6:30 PM

I. CALL TO ORDER

Meeting was called to Order by Chair Guinn at 6:42 PM.

II. ROLL CALL

Present: J. Guinn, B. Glasheen, P. Jennings, T. Rodgers, J. Shantz

Excused: J. Hamilton, M. Charlie

Others Present: J. Malone, City Planner

S. Moseley, Admin. Assistant, Recorder of Minutes

III. APPROVAL OF MINUTES

T. Rodgers stated that he wanted his comment added to the November 13 minutes at the end of the Planners Report that the reason Ben Dale could not develop his proposed Venes Subdivision was because he could not get bonding for BNC for the access road across BNC land.

No objection.

MM/T. Rodgers/P. Jennings to approve the Minutes of November 13, 2003 with amendments.

Unanimous

IV. APPROVAL OF AGENDA

MM J. Shantz/T. Rodgers to approve the Agenda with addition of Item C, New Business, Resolution 04-01.

Unanimous

V. COMMUNICATIONS

Meeting Handouts: 1. Resolution 04-01 – Land exchange - City Sub sewer and water project.

2. New National Guard Readiness Center - site plan drawing and email request for city participation on art committee.

All others included in the meeting packets.

VI. PLANNERS REPORT

Mr. Malone reported:

Alaska Coastal Management Program: I attended the annual northwestern ACMP conference on December 3-5. Of course the big topic was the pending new regulations. DNR had several consultants, speakers and a preliminary draft for discussion purposes – and a lot of discussion there was! One of the biggest concerns for the coastal districts will be the required rewrite of the district plans. This can not begin until the new regulations are in place as the regulations will dictate the form and extent of the plan rewrite. Over the summer the coastal districts formed an Alaska Coastal District Association. At this December meeting we approved the by-laws for this. The main purpose for the new association is to present as a single voice in areas of statewide concern such as the plan rewrites.

New Army National Guard Readiness Center: There is a lot of activity going on with several contractors on this project – most involving design, EA and permitting. The DOT/PF project engineer and representatives from the guard are scheduled to be here on the 21st for further discussions on the site permitting and relocation of the sewage lift station currently located at the highway entrance to the site. Public Works advises that this lift station is in need of upgrading, especially with the pending new National Guard facilities that will be coming on line. We are presently working on a funding source for this relocation and upgrade. One of your handouts is a 35% site design drawing. Also included is an email from the DOT/PF project engineer requesting the city's participation in the art committee for the project. The art committee would be involved in the design and location of the Territorial Guard memorial park. As you can see, the site drawing includes a conceptual location for this. As a reminder, the inclusion of such a memorial park was included both in your resolution recommending the sites disposal for the new readiness center, and in councils ordinance authorizing the disposal.

US Army Corps of Engineers General Permit Renewal (April '04): In early December I had an all morning meeting with Mary Leykom and Don Rice from Corps Regulatory. They have introduced two additional items of discussion for our GP renewal. The first is the borrow pits. They would like us to assume management jurisdiction over these. This would entail extraction and reclamation plans. The second is Haroldson Estates Subdivision. This subdivision has never been included in our GP. There are numerous violation concerns that I have brought to the Corps attention over the years. So far the Corps has taken no enforcement action on these. I would strongly recommend that we do not accept the inclusion of this subdivision in our GP renewal.

Seawall Project – Brown's Slough and East Ave.: As previously reported the easement surveys have been completed. Affiliated Appraisers of Anchorage has been very prompt in responding to the sole source contract approved in ordinance by council at their December 9th meeting.

Affiliated completed their site work on December 22nd, and the appraisals on January 5th. These were conveyed to Corps Reality yesterday for review.

ROW Acquisition Ordinance: On Monday (January 5) the city manager, city attorney and I met with representatives of DOT/PF and the attorney general representative for DOT/PF in Anchorage over the hold harmless provision in our proposed ordinance. Also discussed at length were the Tundra Ridge Rd and Ptarmigan St project ROW's. As I've previously reported, the state had strong objections to this hold harmless provision. Our ordinance would also be the only one in the state dealing with these ROW acquisitions that has such a provision. We held fast to our position that we needed such protection because of the protracted time afforded these acquisitions between a preliminary plat filing and a final plat. Further, we had no control over the actions taken by the state in these acquisition matters – of particular concern was allotment and restricted deed lands. The attorney's were directed to return to the table together to fashion an indemnification provision that would be acceptable to both parties. I was notified yesterday evening by the city manager that the meeting of the attorney's did not resolve this. Reportedly the state's position is that they have no insurance for such an indemnification, additionally it is a contradiction to state policy to place the state in a potential role of financial liability without appropriation authority from the legislature. It is now our city attorney's recommendation that this ordinance be amended to only include the Tundra Ridge Rd project. This would limit our liability exposure to just the acquisitions currently underway for this project. Further, it would not impede progress by DOT/PF in proceeding with these acquisitions - any further ROW acquisitions by the state would require an additional ordinance.

Personnel: Quinton Duruji has resigned effective December 19th. He will be returning to school as a fulltime student in Fairbanks.

Address Map Project: We are very close to completing the remainder of the physical address insertions in the digital map. With Quinton Duruji's departure this project will most likely be delayed again. As soon as the office staffing situation improves this will once again be a priority. Aside from the final map insertions, as I've previously reported many addressees need be formerly noticed of numbering changes that have necessarily been made to correct numbering sequence errors. Once these have been resolved, affected agencies need also be noticed.

Quarterly Reports: Many thanks to Sandra - two (Corps of Engineers & Bureau of Census) of our three quarterly reports are out and timely. The Coastal Management quarterly is due on the 15th - it will be on time.

VII. PEOPLE TO BE HEARD

None at this time.

IX. COMMISSIONERS COMMENTS

T. Rodgers wished everyone a Happy New Year.

J. Shantz wished everyone a Happy New year and stated that since she missed the last meeting could she get copies of the handouts from the November meeting.

Mr. Malone will provide.

P. Jennings had no comment at this time.

B. Glasheen stated he would like to know about anything further on the addition to the courthouse.

Mr. Malone replied that he had no further information then that which he had provided at the November meeting. T. Rodgers stated that there were probably at least three proposals being considered by council. B. Glasheen said he felt there had to be a better way for the addition then the relocation of the road (Radio Way).

J. Guinn wished everyone a Happy New Year.

X. OLD BUSINESS

ITEM A. TRAILS PLAN. DISCUSSION OF AN AMENDMENT TO THE SUBDIVISION ORDINANCE TITLE 17 TO REQUIRE DEDICATED TRAILS IF A TRAIL PREVIOUSLY EXISTED. REQUESTED BY CITY COUNCIL.

DISCUSSION ITEM

Chair Guinn asked Mr. Malone to introduce this item.

Mr. Malone stated that the issue of trails had again been referred from council through the city manager. What was being requested by council was the consideration of amending the platting ordinances to include the platting of existing trails in new subdivision applications. He further stated that he did not know the legal implications of this and recommended that this first be referred to the city attorney for an evaluation of how such a provision could be applied.

J. Shantz asked this would also apply to established subdivisions. Mr. Malone replied that it would not.

Mr. Malone further reported that he has received no comment from his memo to the city manager that recommended that certain right-of-ways be evaluated for the inclusion of trails.

No action taken. The Commission would like to wait to see what the legal issues will be before further deliberations.

X. NEW BUSINESS

ITEM A. ESTABLISHING A PERMITTING SYSTEM PERSUANT TO BMC 17.04.070 B. FOR THE PLACEMENT OF UTILITIES WITHIN PUBLICLY DEDICATED WAYS OR EASEMENTS.

DISCUSSION ITEM

Chair Guinn asked Mr. Malone to introduce this item.

Mr. Malone stated that it was requested by the city manger that this utility permitting system be reviewed by the PC. He further stated that in the previously passed land use ordinances of several years back there was included a provision for utility placement permitting. The current public works director had decided to implement this due to there being many underground cable placements that were unknown to the city, and some in areas that would lead to conflict with both future road rehabilitation plans and maintenance. He further reported that the currently developed forms were very similar to that in use by DOT/PF and covered both applications for overhead and underground utilities. What remains is for the director of public works to recommend to council a fee schedule for these, and a time limit for the permits.

T.Rodgers stated that they should have a time limit.

Mr. Malone said he would convey that message to the director of public works.

No action taken.

ITEM B. ELECTION OF OFFICERS.

ACTION ITEM

MM J. Shantz/T. Rodgers to elect John Guinn as the Chair.

MM J. Guinn/B. Glasheen to elect J. Shantz as Vice Chair.

T. Rogers asked for unanimous consent.

Unanimous

ITEM C. RESOULTION 04-01. A RESOLUTION RECOMMENDING TO COUNCIL AN EQUAL LAND EXCHANGE BETWEEN THE OWNERS OF LOT 15, BLOCK 6, CITY SUBDIVISION AND THE ADJOINING CITY LOT 14, TO ACCOMIDATE SEWER AND WATER

LINES IN PHASE B OF CITY SUBDIVISION WATER AND SEWER IMPROVEMENT PROJECT.

ACTION ITEM

Chair Guinn asked Mr. Malone to introduce this item.

Mr. Malone stated that he was invited to a meeting in the city managers office on January 2nd with Mr. Updegrave, the land owner of Lot 15 in City Subdivision. The result of that meeting was an agreement to exchange an equal portion of city land adjoining the Updegrave property for the necessary piped sewer and water utility easement land at the rear of Updegrave's property. He further reported that the exchange land, as reflected on the attached resolution drawing, would actually come from the Public Walkway easement adjoining the west boundary of the Updegrave property. This Public Walkway easement would then be relocated, along with the contiguous drainage easement, to the west on city Lot 14. Therefore none of the publicly dedicated easements would be removed or diminish in size.

No further discussion.

Chair Guinn asked for a role call vote on the resolution.

In Favor: 5 Opposed: 0 Abstained: 0

XI. ADJOURNMENT

M/M P.Jennings/J.Shantz to adjourn.

Unanimous

Meeting adjourned at 7:32 PM.

Minutes prepared by Sandra Moseley, Administrative Assistant

APPROVED:


John Guinn, Chair

Date: 3/11/04

Planning Commission Minutes

Scheduled Meeting March 11, 2004

PUBLIC WORKS BLDG., SECOND FLOOR CONFERENCE ROOM

6:30 PM

I. CALL TO ORDER

Chair Guinn called the meeting to order at 6:30PM.

II. ROLL CALL

Present: John Guinn, Mark Charlie, Joy Shantz, Pat Jennings, Joan Hamilton, Brian Glasheen

Telephonic: Tundy Rodgers

Others Present: John Malone, City Planner
Sandra Moseley, Recorder of Minutes
David Trantham, City Council member
Marc Stemp, President & CEO Bethel Native Corp.

III. APPROVAL OF MINUTES

MM J. Shantz/M. Charlie to approve the minutes of January 13, 2004

Unanimous

IV. APPROVAL OF AGENDA

Chair Guinn announced that the City Clerk had informed that she was ill and would not be able to attend tonight's meeting for the scheduled board training. Therefore he was requesting the removal of Item B. under New Business from the agenda.

MM M. Charlie/J. Shantz to approve the agenda as amended.

Unanimous

V. COMMUNICATIONS

1. Memo from City Manager with FY '05 budget documents and budget work session schedules.
2. Draft of proposed ordinance dealing with meeting re-scheduling and postponements.

All others in meeting packet.

VI. PLANNERS REPORT

Mr. Malone reported:

I've spent most of the past 3 weeks combating the flu coupled with phenomena – I'm pretty much on the mend now and doing a lot of catch-up here in the office.

Alaska Coastal Management Program: I attended the second required annual conference in Anchorage on February 11 – 13. This was scheduled much earlier in the year than in past years because the main focus was on the new program regulations. Pursuant to the new legislation enacted last year that moved the program from OMB in the Governors Office to DNR, these are required to be in place by July 1. It is very questionable whether DNR will meet this target date as these new regs have just now gone out for public comment period. They still will require Attorney General Office approval before being submitted to the Lt. Governors Office for final adoption and codification. What does this all mean in simple terms – the program is currently being administered under a new statutory scheme without regulations – no small concern to many.

New Army National Guard Readiness Center: As I previously reported the National Guard project lead and DOT/PF's project engineer were here in February to discuss site development issues. The most significant being the relocation of the current sewer lift station now situated near the center of the sites entrance. As a result of this meeting I had CRW's engineering staff develop a formal status report on the lift stations current capacity, age status and ability to handle the additional flows that DOT/PF provided for the new Readiness Center facilities. In brief, it was determined that the existing lift station was at capacity and would have to be upgraded to accommodate the flows anticipated from the new center. CRW also developed a detailed cost analysis for this replacement/upgrade of \$1.2 million. This was forwarded to Bob Ward at Sen. Murkowski's office for additional federal funding. I think it is a fair characterization to say that the response from Sen. Murkowski's office was very positive. The plan is to relocate this lift station concurrent with the site development scheduled for this summer. This would require a "lending" of a portion of the state's capital contribution (approx. \$7 million) until an additional federal appropriation would be available in the following federal fiscal year. Anyway, that is the current plan.

US Army Corps of Engineers General Permit 5 Year Renewal (April '04): Not a peep from Corps Regulatory on this since my last reporting. This is not surprising as they spent the better part of a year, past the renewal date, on our last renewal.

Seawall Project – Brown's Slough and East Ave.: All the appraisals have been approved by the Corps Realty Branch review appraiser. We started mailing the first easement acquisition packets to landowners this Tuesday. We (Corps & city) are still negotiating with Mr. Darrell Jones of Corina's Case Lot over an access ramp in front of this business.

Planning Commission Agenda, March 11, 2004 (Cont)

New Utility Permitting System: As I previously reported I assisted the Public Works Department in the development of a new utility permitting system. Last week United - KUC met with Public Works and laid out their new fiber optic and copper cable installations proposals. These new cabling installations will be the first to be permitted under the new permitting system. On the table is a copy UT's detailed site installation plans. Their total new installation is approximately 27,000 feet of both fiber optic and copper.

Personnel: Emilee Kutch is our new Planning Tech. She comes to us from YKHC where she has spent many years working with capital projects. She has previous AutoCad training and will be entering the advanced intro course for AutoCad soon to be offered through YE Learning Center. She is also enrolled in the Real Estate Law course currently being offered at our local campus, and several other college courses at our local campus.

Address Map Project: After Quinton Duruji's departure I personally took this project on. It took no small amount of organization effort to get it back on track. I have since developed the majority of the view port sheets that will make up the final printed booklet form of the project. Emilee has been doing the more tedious tasks of address verification, adding the still remaining addresses, and address assignment/reassignment. Many of our commercial establishments including city facilities were never assigned numerical addresses – are referred to in the utility billing systems only by enterprise name.

FY '05 Budget Work Session Schedule: The memo handout from the city manager outlines the budget work session schedules for the forthcoming FY '05 budget process. Also enclosed is a copy of our budget. Emilee and I have begun to visit this and we do not see any significant needed changes from last year. I thought that it might be time to change out our refurbished plat copier that is now four years old. Emilee feels that it will still serve us another year. All other capital and/or equipment needs seem to be OK.

GIS Cadastral Survey Project : This project is very much in an incubator phase of development. Several weeks ago the city manager received a call from DNR informing of the availability of funding for a cadastral GIS central database project. The goal of the Cadastral Project is to begin migrating survey and land information data around the state into a comprehensive Land Information System that will be accessible by the public. The direction this is heading is to involve local communities and to assist them through grants and partnerships to survey and map their lands and store this in database and Geographical Information Systems (GIS) platforms. This will allow the land data to be eventually brought into a coherent Land Information System (LIS). We have completed the initial phase of this migration by having the majority of our lands under survey, or soon to be under survey (remaining allotment lands). This makes us a good candidate for the next phase which would be to begin exporting land data to a GIS/LIS setup. At the local level this would provide the ability to use this data to develop our own local GIS management system. I have had several

conversations with our previous mapping contractors at ASCG on this project. ASCG's GIS coordinator is most interested in partnering on this project with us. More to follow as soon as I receive a reply from DNR on the feasibility of a partnering arrangement, and funding available.

VII. PEOPLE TO BE HEARD

None at this time.

IX. COMMISSIONERS COMMENTS

J. Shantz commented on new draft meeting ordinance - postponed or re-scheduled is not the same as cancelled.

J. Shantz stated that she was interested in serving on the art committee for the new National Guard Readiness Center project – asked how she could advance her name for consideration. Mr. Malone stated that it would probably be best to have the commission chair bring this request directly to the mayor. Chair Guinn stated that he would do so.

X. OLD BUSINESS

NONE

X. NEW BUSINESS

ITEM A. POTENTIAL DEVELOPMENT OF CENTRAL COMMUNITY AREAS WEST OF PINKY'S PARK AND BETWEEN PTARMIGAN STREET AND CHIEF EDDIE HOFFMAN HWY.

DISCUSSION ITEM

Chair Guinn asked Mr. Malone to introduce.

Mr. Malone stated that this item has been before council for several months now and council was interested in evaluating ways to open and develop the large undeveloped acreage in the center of the community to reduce sprawl, improve traffic flow and increase access to developable lands.

Additionally, the 1998 Transportation Element of the city's Comprehensive Plan lists the need for ROW's and roads between the H-Marker Lake area to City Subdivision and Ridgecrest Dr. – also north/south from Chief Eddie Hoffman Hwy and Ptarmigan St., in the vicinity of Uiviq and Tundra Ridge subdivisions. Although these did not receive sufficient points to achieve project status by DOT/PF, they remain on the city's needs list in the STIP program.

D. Trantham stated that traffic congestion at certain locations within the city was becoming critical and definitely a public safety concern. Opening up more alternative accesses was essential to relieving this congestion.

Mr. Malone pointed out that the city had advanced to DOT/PF the recommendation that when the next rehab of Chief Eddie Hoffman occurred that a third turn-out lane be provided from Watson's Corner to the vicinity of the trailer court, and new National Guard Readiness Center.

M. Stemp reported that a portion of this land area currently owned by the city was conveyed through ANCSA 14(c)(3) and subject to those conveyances. He further stated that BNC was willing to work with the city on these land problems.

T. Rodgers pointed out that we had better make sure that projects like the City Subdivision sewer and water were not blocking future access needs for roads – i.e. we don't want to have to pay additional moneys for relocation of these utilities when the time comes.

J. Shantz discussed the possible advantages, prior to road development, of having a boardwalk infrastructure in place to open up the desired access – similar to the proposed Antone Anvil Bike & Pedestrian trail. It was pointed out that DOT/PF's intended design for the Antone Anvil trail was to keep it within the existing Chief Eddie Hoffman ROW – the purpose being this location would facilitate easier maintenance. Further discussion about a possible request (to DOT/PF) for a relocation of this trail may only further delay its construction, and this would not be a good thing.

The conclusion to the discussion session was that the Planning Director produce a CAD drawing for council and the commission that showed both planned and proposed ROW's that would be best suited for both relieving the congestion problem and provide optimum access to developable land. All concurred.

B. Glasheen offered additional remarks concerning large exposed construction sites and the current sand pits that contributed to the communities dust problem – there was a definite need in the permitting process to address/mediate dust control at these sites. Mr. Malone concurred with this, adding that the Corps of Engineers would probably be asking the city to assume permitting control over the sand pits when the pending renewal of the city's general permit from the Corps is negotiated this year.

XI. ADJOURNMENT

M/M J. Hamilton/J. Shantz Move to adjourn.

Planning Commission Agenda, March 11, 2004 (Cont)

Unanimous

Meeting adjourned at 7:25PM

Minutes Prepared by Sandra Moseley, Administrative Assistant

Attest:


John Guinn, Chair

Date:

3/8/04

Planning Commission Minutes

Scheduled Meeting April 8, 2004

PUBLIC WORKS BLDG., SECOND FLOOR CONFERENCE ROOM

6:30 PM

I. CALL TO ORDER

Chair John Guinn called the meeting to order at 6:38PM.

II. ROLL CALL

Present: J. Guinn, B. Glasheen, J. Hamilton, T. Rodgers – telephonic

Excused: P. Jennings, J. Shantz

Not Excused: M. Charlie

Others Present: J. Malone, Planning Director

E. Kutch, Planning Technician

T. Williams, City Council Member

D. Trantham, City Council Member

III. APPROVAL OF MINUTES

M/M B.Glasheen/J. Hamilton Approve the minutes of the March 31, 2004 meeting.

Unanimous

IV. APPROVAL OF AGENDA

M/M T.Rodgers Amend the agenda by removing Item A Old Business - table this until all the commissioners are in attendance.

Failed for lack of a second.

M/M J. Hamilton/B. Glasheen Approve the agenda (as published).

T. Rodgers called for a roll-call vote. Chair asked for a roll-call vote.

J.Hamilton – Yes B.Glasheen – Yes J.Guinn – Yes T.Rodgers - No

Agenda not approved – meeting postponed with no further action.

Chair Guinn rescheduled for April 22, 2004.

V. COMMUNICATIONS

Handouts: Distributed at the beginning of meeting.

Planning Commission Agenda, April 8, 2004 (Cont)

1. Executive Summary - Donlin Creek Power Generation Plant.
2. BLM Decision on ownership of the TACAN site.
3. Notice of Grant Award from DNR for the GIS Cadastral Land Management Information System project.
4. Written Planners Report

All others in meeting packet.

VI. PLANNERS REPORT

Mr. Malone's written report handed out at beginning of meeting:

Alaska Coastal Management Program: As I have been reporting, the state has been aggressively pursuing a rewrite and adoption of the four administrative code titles that have previously administered this program. This was necessitated by the passage last year of new legislation that moved the program from OMB in the governors office to DNR. This new legislation also changed a significant amount of program oversight previously afforded communities. It was reported last week that these new regulations were not accepted by the federal oversight agency (NOAA) as a minor change to the program, as the state had proposed. The full implications of this are not quite clear at the moment. However, one consequence is the whole state program may have to undergo a new environmental assessment. Currently, of courses, the program is being administered without regulations – again, no small matter.

The city council will be entertaining a resolution (Res # 04-14) next Tuesday opposing these regulations as being beyond the scope of the underlying legislation, overly vague, not subject to clear and consistent interpretation and contrary to state and local interests.

We have applied (this week) for the FY '05 grant for the city so that we stay in the program. Included was a response from request by the department to apply for additional funds to review our Coastal Management Plan. One of the requirements within the new proposed regs is a rewrite of all district plans. We have one of the first and oldest in the state (1983).

US Army Corps of Engineers General Permit 5 Year Renewal (April '04): Still no word from Corps Regulatory on this since my last reporting.

Address Map Project: This project is 95% complete since Emilee started in mid-February. Many notices to building owners of corrections for commercial and business locations that had been listed only with a name rather than the physical address needed to be undertaken. Many commercial facilities had no physical number address assignments.

Planning Commission Agenda, April 8, 2004 (Cont)

Emilee believes that by the end of next week the remaining areas needing verification will be completed and the first draft ready to print for review.

GIS Cadastral Survey Project – Grant application : As previously reported this is a DNR sponsored project. Its purpose is to develop a statewide integrated (through GIS capabilities) Land Information System (LIS). We submitted a grant application to begin such an integration project. The project would be undertaken in partnership with ASCG. ASCG as you will recall was the contractor on our city wide mapping project two years ago. The project would be developed using our previously completed land status (plat) maps. Upon completion this would place all city surveyed lands of record (created cadastral records) in both a local and statewide LIS web database. This web database would then serve as the data repository for future GIS applications - any land boundary segment could be located and verified using GIS technology. We were notified this morning that we were awarded the grant in the amount of \$50,000.

Tundra Ridge Road Right-of-Way Plat Ordinance: Early this winter we had developed a separate draft right-of-way platting ordinance at the request of DOT/PF for the platting and acquisition of rights-of-ways for projects under DOT/PF management control. After a face-to-face meeting with DOT/PF staff and our city attorney in January, a final draft was agreed to. Since that time there has been a complete change in staffing at DOT/PF's southcentral offices. None of the DOT/PF staff that had been involved in the January negotiation remains. As a consequence of this I recently received a completely marked-up version of this draft ordinance from the new ROW Engineering Supervisor. On Friday, April 2nd, I went over all these mark-ups with this person. From this rather lengthy discussion it is quite apparent we will need to address many changes in the original draft in order to get DOT/PF's procedural concurrence. I will again begin work on this next week.

Donlin Creek Power Generation Plant Feasibility Study: The handout that I have provided is the executive summary taken from this 5 volume report. I received it earlier in the week on CD. As to be expected, it is a rather huge report. From my first perusal the shortest volume is 220+ pages, the largest 440+ pages. I contacted Bob Charles at CALISTA for one hard bound volume, but he refused because of the reproduction costs. Anyone wishing a copy of the CD please let Emilee know and we will burn you a copy and mail.

BLM's Decision on BNC's Challenge on the 2.07 acre TACAN site: From the handout you can see that after more then a year we finally have BLM's decision on BNC's challenge to the city's ownership of the TACAN site. I received this via mail late yesterday. It is a very difficult decision to interpret so I called and spoke with Chris Sitbon, the Law Administrator who wrote it this morning. The news is not the best for the city. The decision awards the surface estate to BNC, the subsurface estate to CALISTA and all the fixtured improvement that were conveyed to the city by IHS in the late 1970's, including the water plant, to the city. I have of course forwarded to the city

Planning Commission Agenda, April 8, 2004 (Cont)

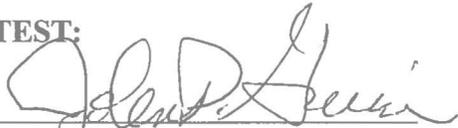
attorney and the manager to see if the decision merits an appeal to the Interior Board of Land Appeals. We have 30 days from the decision date to initiate such an appeal.

VII. ADJOURNMENT

Agenda not approved. Meeting postponed at this item with no further action at 6:58PM

Minutes prepared by Emilee Kutch, Planning Technician

ATTEST:



John Guinn, Chair

Date: 4/7/2004

Planning Commission Minutes

Rescheduled Meeting April 22, 2004

PUBLIC WORKS BLDG., SECOND FLOOR CONFERENCE ROOM

6:30 PM

I. CALL TO ORDER

Chair John Guinn called the meeting to order at 6:45 p.m.

II. ROLL CALL

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

Excused: J. Shantz

Others Present: J. Malone, Planning Director
E. Kutch, Planning Technician
D. Trantham, City Council Member

III. APPROVAL OF MINUTES

M/M J. Hamilton/M. Charlie Approve the minutes of April 8, 2004 meeting.

Unanimous

IV. APPROVAL OF AGENDA

J. Malone asked that council Resolution #04-12 pertaining to piped sewer and water funding in Kasayuli Subdivision be added to the agenda under new business. This has been referred by the City Council.

M/M J. Hamilton/M. Charlie Add Item B under New Business, City Council Resolution #04-12.

Unanimous

T. Rodgers requests Item A under New Business to be removed from agenda. For the reason of budget time, this was brought to council and they were in agreement that there should be no more vacating property lines until they are through gathering other information - water and sewer delivery cost to Kasayuli. The Public Works Committee would like to see this before it goes to Planning Commission.

J. Malone responded that the noticing was hand delivered to the Public Works Director, and the Fire Department through interdepartmental mail, as well as all other agencies requiring noticing. He further offered that this subdivision will not be adopted until final plat approval. Adopting this preliminary plat will just allow it to move forward at which time there will be another hearing.

T. Rodgers/B. Glasheen Remove Item A New Business.

Motion Fails 4-2.

Agenda adopted as amended.

V. COMMUNICATIONS

- Handouts: 1. Council Resolution #04-12 pertaining to Kasayuli Subdivision sewer and water feasibility study.
2. Executive summary excerpts from Kasayuli Subdivision sewer and water feasibility study.

All others in meeting packet.

VI. PLANNERS REPORT

Mr. Malone reported:

Bethel Cadastral GIS Integration Project Grant: As previously reported we received notice of our grant award in the amount of \$50,000. Larry Clamp, GIS Coordinator at ASCG is preparing a work outline and schedule for the project. Larry will be our technical coordinator and trainer for this project. The next step is the partnership agreement between ASCG and us, which will incorporate the work outline and schedule. Our city attorney will be preparing this.

Alaska Coastal Management Program: The public comment period for the new regulations for this program closed on April 2nd. There has been no news from DNR on what we might expect since NOAA, the federal oversight agency, has apparently not accepted these new regulations as a minor change to the program. Under the 2003 statute that moved the program to DNR, and significantly modified the program, new regulations are required to be in place by July 1 of this year.

US Army Corps of Engineers General Permit 5 Year Renewal (April '04): Still no word from Corps Regulatory on this.

Tundra Ridge Road Right-of-Way Plat Ordinance: I have begun work on the revised draft based on DOT/PF's rather extensive markup of our previously agreed to draft. However, I have not made it my first priority. It is quite apparent that DOT/PF is not prepared to proceed with construction this season.

Kasayuli Subdivision Sewer and Water Feasibility Study: On Tuesday, the city clerk forwarded a copy of council resolution #04-12. This pertains to the city's acceptance of

the recommendations in the feasibility study, and support for requesting the available funding. It is my understanding that YKHC is the only local entity eligible for these funds. I have enclosed two excerpts from the report that outlines the intended scope of the project. The Public Works Director strongly supports this. The initial phase of this project would upgrade the FAA lift station so that haul trucks could dump at this site, and replace and upgrade the capacity the existing sewer line running on the north side of Chief Eddie Hoffman Hwy. An additional phase would develop the well site at Kasayuli Sub into a water treatment facility. The city manager has requested your consideration of this as an action item.

Site Plan Permit Application Forms and Activity: As to be expected, site plan application activity has increased markedly. Emilee has updated and retyped our site plan permit application packets. The public noticing/information parts of these were becoming dated and the application forms severely discolored.

Public Hearing - DOT/PF Proposed Rehab of Chief Eddie Hoffman Hwy: DOT/PF continues to work on the Chief Eddie Hoffman Hwy rehab plan (project is reportedly scheduled for next year – again). I received a call earlier this week with the request that this be placed on your May 13th agenda. They are noticing a public hearing for comments on traffic control, traffic management (third lane turn-out) and hopefully, a better means of accommodating pedestrian crossing at the hospital. I asked that they get printed informational items to me in time to get in your packets. Unfortunately this has not always been their practice in the past.

Updegrove/City Land Exchange and Minor Replat: The paperwork for the land exchange between Updegrove/Neth and the city on Napakiak Dr. has been completed – deeds prepared and signed. This exchange was recommended by your resolution #04-01 and authorized by council in Ordinance # 03-21(S). The final step is the lot line adjustments through a Minor Replat for each of the lots. This has been prepared. The 14 day Minor Replating noticing is posted. Final recording is anticipated to be May 3rd.

Phase 3 City Subdivision Sewer and Water Easements: We are preparing and sending the land owner packets for Phase C of the project. This is the area around Dull Lake on Akiak Dr. and Mission Rd. – Kline residence to Ridgecrest Dr. Some of these sites are proving to be most challenging, especially in the area of the Salzbrun shops on Mission Rd. The Salzbrun's have been parking equipment and storing materials at the rear of their shops on city property for many years. They of course are most concerned about having above ground lines in this area.

M/M T. Rodgers/M. Charlie Recommend notice be sent to Salzbruns's for back rent.

Unanimous

VII. PEOPLE TO BE HEARD

None

IX. COMMISSIONERS COMMENTS

M. Charlie asked about dust control. J. Malone responded that Public Works has begun putting calcium chloride on the roads.

Members announced scheduling conflicts with the May 13th meeting as follows:

J. Hamilton will be gone in May, she will leave a phone number.

J. Guinn will be in Rockville, Maine.

M. Charlie will be in Anchorage.

X. OLD BUSINESS

ITEM A. POTENTIAL LOCATION OF RIGHTS-OF-WAYS AND OTHER DEVELOPMENT IN CENTRAL COMMUNITY AREAS WEST OF PINKY'S PARK AND BETWEEN PTARMIGAN STREET AND CHIEF EDDIE HOFFMAN HWY.

DISCUSSION ITEM

Chair Guinn asked J. Malone to introduce this item.

J. Malone referred to the planning drawing that he had prepared that had been enclosed in the April 8 meeting packets. He stated that he was able to create the drawing with all the land status shown because BNC had provided the allotment status map last fall. He further stated that he attempted to show several possible alternative ROW's both north-south and east-west in the area.

Further discussion on opening up access to the area and road construction cost. J. Malone reported that the latest engineer estimate he had on finished gravel road construction was \$215/ft. The state is currently estimating \$1.5/mil per mile to construct gravel base roads. This estimate is based on Davis Bacon wages.

T. Rodgers pointed out that Quinhagak Lane will have no continuing access going west due to fire hydrant in the way. He further commented that if we keep expanding out (westward and away from the developable core city), we will be stretching our water/sewer to the limits.

T. Rodgers offered that Ben Dale went through McClintock Land Associates for an outlined subdivision - and not paying much. He further added that he felt he could get one

Planning Commission Minutes, April 22, 2004 (Cont)

for free – give them a map and see if they can overlay around the lakes and topographies too. He informed that he would contact Mc Clintock and see what could be done.

J. Malone asks what shall the property location (for a new proposed subdivision) be referred to for clarification – where located.

T. Rodgers – location should be in the area south of Akiachak St. extension (extension of Akiachak St. to YE Learning Center) on west side of City Subdivision.

J. Malone states McClintock has CAD copy the city maps.

J. Guinn asks if there is an official name for the doughnut hole.

J. Malone responded that he knew of none.

J. Hamilton adds that BNC has an official name for the area.

Discussion concluded – no action taken.

X. NEW BUSINESS

ITEM A. PRELIMINARY PLAT APPLICATION VACATING THE COMMON PROPERTY BOUNDARY BETWEEN LOTS 2 & 3 OF BLOCK 1, LOTS 3 & 4 OF BLOCK 2, AND LOTS 14 & 15 OF BLOCK 10, THEREBY CREATING LOT 2A OF BLOCK 1, LOT 3A OF BLOCK 2, AND LOT 14A OF BLOCK 10, KASAYULI SUBDIVISION.

J. Guinn stated that he had a conflict of interest as a YKHC employee and he would be stepping down as chair and would abstain from voting.

M/M by J. Hamilton/T. Rodgers Vice Chair M. Charlie chair this agenda item.

Passed 5-0 (J. Guinn abstained).

Public Hearing opened at 7:05PM

Vice Chair M. Charlie asks J. Malone to introduce.

J. Malone states that noticing was sent to individual landowners and occupants within a 600' radius, city departments and utility agencies. He reported that there were no comments received in the planning office as a result of the noticing. A few technical errors were noted on the plat - these have been corrected by the surveyor. He recommends approval - it is a simple vacation to construct duplexes which has the potential of reducing the frequency of all services (sewer and water). Site plan applications have been submitted.

J. Guinn says this is the last phase of grant money for duplexes. (YKHC) needs to vacate the lot lines between these three lots to increase the lot size to accommodate these. A total

Planning Commission Minutes, April 22, 2004 (Cont)

of 8 duplexes to be built in Kasayuli and 4 to be built in Hooper Bay. This will attract and recruit health professionals.

B. Glasheen asks if utility development was included in the 4 year funding cycle (for the duplex construction project).

J. Guinn responds no, it was funded by HERSA for development of staff housing. We do not have funding for water/sewer at this time - that is on the agenda for Kasayuli Subdivision feasibility study. A well has been drilled and capped at 400' which will have the capacity to provide water at some point in the future. All water/sewer easements are in place for layout in the subdivision.

T. Rodgers comments he is against vacating lot-lines, he has taken this to the City Council, and they concurred. The reason is it will take 3 years for this resolution (resolution under Item B. New Business) to go through and get the monies. System growth capacity says we will tax the water/sewer truck haul system immensely. In 1997 Gene Peltola promised a water treatment plant which has not happened. I have the letter saying so. All there has been is buildings and buildings. YKHC sold the lots and then took them back to build out there. Now it's taxing the water/sewer system that you pay for every month. This will tax it even more.

B. Glasheen concurs with T. Rodgers estimation of the problem - failure in planning to accommodate equal and fair usage public sewer and water system.

J. Hamilton asks if housing is a public health issue - utilities are tied to housing.

B. Glasheen commented we're talking about utilities, not housing.

J. Guinn commented that the city is still going to have a problem taxing the capacity of sewage lagoons. This subdivision has been approved by the city. Not approving the vacation of lot-lines - this is not correct.

B. Glasheen responds that this (approval of preliminary plat) hasn't been turned down yet, he is just identifying an issue. This issue (public utilities) we should be planning and designing to be fair and equal to the entire population.

J. Guinn states no one disagrees with that.

M. Charlie comments on the concerns of water/sewer services - also at the same time about providing housing for the health corporation that provides health services for our region - if we don't have housing, we lose these professionals.

M. Charlie asked if there were any further comments - none were offered.

Public Hearing closed 7:25PM

M/M J. Hamilton Approve the preliminary plat vacating the common property boundary between Lots 2 and 3, Block 1; Lots 3 and 4, Block 2; Lots 14 and 15, Block 10; thereby creating Lot 2A, Block 1; Lot 3A, Block 2 and Lot 14A, Block 10, of Kasayuli Subdivision.

Motion Fails – lack of a second.

J. Guinn resumes the chair.

ITEM B: City Council draft Resolution #04-12 to accept Kasayuli Subdivision water/sewer Feasibility Study prepared by CRW Engineering group LLC, dated April 2004. The report recommends phased water/sewer improvements for Kasayuli Subdivision that is needed to request sanitation deficiency funds for the proposed improvements.

Chair Guinn asks J. Malone to introduce.

J. Malone stated that he had received the resolution from the city clerk on Tuesday, April 20th - attached (to the resolution) is the city clerk's transmittal email. Also included in the hand-outs are two summary excerpts from the feasibility report that he asked the Public Works Director copy for the commission. Reportedly YKHC is the only community entity eligible to apply for these funds. The council is asking the Planning Commission and Public Works Committee to review and make a recommendation. He has been informed by the Public Works Director that he is very supportive. Early benefits to the plan involve increasing the capacity of the FAA lift station which will allow sewage vac trucks serving the airport and Kasayuli Subdivision to discharge at that point. Plan will also provide for a much needed upgrade of the sewer line along the north side of Chief Eddie Hoffman Hwy (FAA sewer line).

T. Rodgers commented that he had asked at council if this would impede our application with Village Safe Water monies. The answer was no. He further commented that the funding formula (for sewer and water projects) is going to change for communities such as, Nome, Barrow, Kotzebue - Bethel will be getting a majority of the monies under VSW which can increase our funding from \$3million to \$20 million, or higher.

J. Hamilton and J. Malone commented that there were numerous typos in the report summary.

T. Rodgers requests that CRW Engineering correct the typos.

Planning Commission Minutes, April 22, 2004 (Cont)

T. Rodgers asked for unanimous consent in recommending that council adopt the resolution.

No objections

XI. ADJOURNMENT

M/M by J. Hamilton/M. Charlie Adjourn

Unanimous

Meeting adjourned at 7:35PM

Minutes prepared by Emilee Kutch, Planning Technician

ATTEST:

John Guinn, Chair

Date: _____

DRAFT

Planning Commission Minutes

Rescheduled Meeting July 15, 2004

PUBLIC WORKS BLDG., SECOND FLOOR CONFERENCE ROOM

6:30 PM

I. CALL TO ORDER

Chair John Guinn called the meeting to order at 6:40 pm.

II. ROLL CALL

Present: John Guinn, Brian Glasheen, Mark Charlie, Pat Jennings

Excused: Joy Shantz, Tundy Rodgers, Joan Hamilton

Others Present: John Malone, Planning Director

Emilee Kutch, Planning Technician

Abe Palacios, AVCP-RHA (Item B New Business)

Abe Andrew, AVCP-RHA (Item B New Business)

John Larsen, Larsen Consulting Group (Item B New Business)

John Biamonte (Item A New Business)

III. APPROVAL OF MINUTES

M/M M. Charlie/B. Glasheen Approve the minutes of June 10, 2004 meeting.

Unanimous

IV. APPROVAL OF AGENDA

M/M M.Charlie/P. Jennings Approval of agenda.

Unanimous

V. COMMUNICATIONS

None additional to that included in meeting packet.

VI. PLANNERS REPORT

J. Malone reported:

National Flood Insurance Program (NFIP): As I'm sure you are all aware the city has been a participant in the NFIP since the early 1970's. We revised our flood management ordinances in 2002 as part of the general amendments to all our land use ordinances at that time. The amended portions dealing with the NFIP (Title 15) were also reviewed and approved by the Federal Emergency Management Agency (agency that administers the NFIP) at fed Region X prior to council adoption. I was informed a week or so ago about a new program dealing with community ratings that has the potential of providing significant premium savings to those

Planning Commission Minutes, July 15, 2004 (Cont)

building owners with properties in the Special Hazard flood zone within the city. The program is called Community Rating System (CRS). It is based on rather complex criteria established by FEMA and the Insurance Services Office (ISO) that reportedly will provide more flexible ratings to communities based on several criteria. The application process appears to be quite formidable both in complexity and time. Minimally it will involve a community assistance visit and evaluation by our state flood management staff in DNR, onsite evaluation by an ISO representative and site visit from the fed Region X FEMA office. However, I have been told by our state flood management staff in DNR, from preliminary information that I provided, that we most likely are immediately eligible for a Zone 8 rating from ISO, which could translate to an approximate 20% savings in flood insurance premiums.

Bethel Cadastral GIS Integration Project Grant: We have a service agreement between ASCG and us in place. We learned earlier this week that we needed to get this and the federal BLM financial reporting documents to BLM by today (July 15). Needless to say this caused a bit of a stir amongst all those necessarily involved in organizing this rather technically, and administratively, complex project together (Finance Department, city attorney, ASCG and our office). The acceptance of the grant still needs council approval. We have included this contingency (council approval) in our agreement document with ASCG.

Alaska Coastal Management Program: As I previously reported we were given additional grant funds in our FY'05 ACMP grant award to have our plan and enforceable policies reviewed. This is one of the requirements of the new legislation and recently adopted regulations. We retained the services of a contractor who is performing the same service for several of the smaller coastal districts to accomplish this. The submittal deadline for this review process is August 2nd.

Address Map Project: We certainly are pleased to announce that we are finally publishing the new address map booklets. The departments did an excellent and very thorough job of review that resulted in finding some omissions and mistakes that we had not caught, which of course was the purpose of the department reviews. We hope you find your booklets of benefit.

Site Plan Permit Applications and Code Enforcement: The issuance of site plan permits has increased significantly for the same period over prior years. We have issued 84 as of July 14th. Code Enforcement has mostly been pursuing follow-up compliance on 27 previously issued citations for failure to comply with sanitation services ordinances. Emilee made two court appearances on these type of violations in the past week. The court found both defendants guilty and imposed fines. Responding to a request from the Public Works Committee we are now including the type erosion control on fill sites indicated on a permit application, on the permit itself. What is accepted as effective erosion control is seeding, sandbagging, gravel or a combination of these.

Planning Commission Minutes. July 15, 2004 (Cont)

Phase 3 City Subdivision Sewer and Water Easement Acquisitions: As of yesterday (July 14) we are down to the last property owner in these easement acquisition negotiations. Hopefully, this many time amended acquisition packet will meet with this landowners approval and that will conclude the acquisitions for this phase.

VII. PEOPLE TO BE HEARD

None

IX. COMMISSIONERS COMMENTS

None

X. OLD BUSINESS

None

X. NEW BUSINESS

ITEM A. APPLICATION FOR A CONDITIONAL USE PERMIT FOR A NONCONFORMING PROPERTY LOCATED AT 132 BLACKBERRY STREET. THE APPLICATION IS FOR APPROVAL FOR THE TRANSFERING OF A NONCONFORMING PROPERTY THROUGH A CONDITIONAL USE PERMIT PURSANT TO BMC 18.80.050. C.

ACTION ITEM

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

J. Malone reported that an application had been received and noticed. There were no comments from the noticing. As stated in his staff report to the commission, the nonconforming setback was eligible for a conditional use permit, and further there appeared to be no adverse conditions affecting the general public, health, safety or welfare. It is the staff recommendation that the permit be granted as applied for.

J. Malone further stated that because the ordinance specifically required that this permit be provided as a recordable instrument (in the District Records Office) he had asked the city attorney to prepare such, and this has been done.

M/M B. Glasheen/P. Jennings Grant the Conditional Use Permit (as applied for).

Unanimous

Planning Commission Minutes, July 15, 2004 (Cont)

ITEM: B. A PRE-CONSTRUCTION VARIANCE APPLICATION BY AVCP RURAL HOUSING AUTHORITY TO CONSTRUCT TWO BUILDINGS AT 405 PTARMIGAN STREET. THE REQUESTED VARIANCE IS FOR AN ENCROACHMENT INTO THE REQUIRED SETBACK ALONG A NOT-NAMED AND UNDEVELOPED RIGHT-OF-WAY ON THE SUBJECT PROPERTIES WEST BOUNDARY.

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

J. Malone recommends that we hold the variance application in abeyance pending an alternative solution to the applicants problem on the right-of-way.

J. Guinn asks what the staff recommendation for agenda item is (variance application).

J. Malone responded that his staff report states that the application does not satisfy all 6 requirements that are prescribed by ordinance and therefore the application should be denied. He further stated that his staff report is written in response to information presented to him at that time (July 1'04). The applicant may have additional information to present before the commission that would satisfactorily rebut the earlier findings in his staff report, which is one of the purposes of the public hearing.

J. Malone continues that he has had a further consultation with the applicant, the applicants attorney and J. Larsen of Larsen Consulting. The applicant is prepared to offer an alternative solution to the variance request by adjusting the right-of-way along the subject property boundary that would cure the setback encroachment, and extending the right of way up to 10 feet onto the Lulu Heron leased site (under long term lease to the applicant). The applicant presented a scaled drawing provided by J. Larsen showing this proposed realignment.

J. Malone offered that this appeared as a viable solution that would further benefit the city by modifying the existing platted 50 foot right-of-way to 60 feet, which is the current minimum now prescribed in ordinance. J. Malone continues that the commission could accept applicants scaled drawing as a preliminary plat drawing for accomplishing this.

Chair J. Guinn states if a good faith effort is shown that AVCP will be in compliance with the preliminary plat (completing the platting application process) that he will have no problem accepting the drawing tonight. Chair J. Guinn further stated that he will entertain a motion to approve this drawing as a preliminary plat to be further discussed at another meeting.

J. Malone asked the applicant representatives if they would agree to hold the variance application in abeyance pending the outcome before the commission of the right-of-way realignment platting. There was no objection.

Planning Commission Minutes, July 15, 2004 (Cont)

M/M B. Glasheen/P. Jennings Accept as a preliminary plat, applicants drawing for the realignment of the right-of-way and hold applicants variance application in abeyance pending the outcome of the right-of-way platting realignment.

Unanimous

XI. ADJOURNMENT

M/M M. Charlie/B. Glasheen To adjourn.

Unanimous

Meeting adjourned at 7:05PM

Minutes prepared by Emilee Kutch, Planning Technician

ATTEST:

John Guinn, Chair

Date: _____

City of Bethel, Alaska

Planning Commission Minutes - DRAFT

October 28, 2004

Rescheduled Meeting

Bethel, Alaska

CALL TO ORDER

A regular meeting of the Bethel Planning Commission was held on October 28, 2004 at 6:35 p.m. in the Public Works Bldg, 2nd Floor Conference Room, Bethel, Alaska.

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

ROLL CALL

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

John Guinn	Joan Hamilton	Joy Shantz	Pat Jennings
Tundy Rodgers	Brian Glasheen		

Excused absence(s): Mark Charlie

Unexcused absence(s):

Also in attendance were the following:

John Malone, City Planner
 Emilee Kutch, Planning Technician
 Irene & Joseph (Sonny) Venes
 Chuck Willert
 Sandra Cott
 Bill Ferguson, LSKD

APPROVAL OF MINUTES

MOVED BY:		Postpone approval of the September 19 minutes for the next Planning Commission meeting.
SECONDED BY:		

VOTE ON MOTION

APPROVAL OF AGENDA

MOVED BY:	J. Hamilton	To approve the agenda as amended.
SECONDED BY:	P. Jennings	

Add agenda ITEM D under New Business. Resolution #04-04, Lease of Bethel Group Home property to LKSD.

VOTE ON MOTION	Unanimous
-----------------------	-----------

COMMUNICATIONS

Meeting Handouts:

1. Email comment to DOT/PF on 2006-2008 proposed changes to STIP program.
2. Draft Resolution 04-04, lease of Bethel Group Home property to LKSD.
3. City dock land status map – proposed city dock lands & infrastructure transfer from DOT/PF.
4. Letter to Mayor from DNR announcing Oct 20-22 workshop on coastal district plan amendments.
5. Scoping outline on requirements for coastal plan rewrite.

PLANNERS REPORT

J. Malone reported:

Please note that some of my report is a bit dated because we did not meet in September.

New Minutes Format: A few weeks back the city clerk sent a reminder email to all committee and commissions that were not using the new council adopted minute format to please start using. So starting with this meeting we will start using this.

Corps of Engineers General Permit (GP) Renewal: Mary Lekyum, our Corps representative in the Regulatory Branch, has been promoted and transferred to southeast. Prior to leaving she wanted to start our GP renewal process. One of the renewal requirements that needs accompany our permit to the national level is a cumulative impact report from the last five years of permit activity. We audited the previous five year permit database against the hard copies of permits issued and transmitted this in spreadsheet form to the Corps. One significant step in the renewal process out of the way.

National Flood Insurance Program (NFIP) Community Rating System (CRS) Application: I met with Christy Miller, the state NFIP representative, and Rori Marston from Senator Stevens office on August 24th. This meeting was the Community Assistance Visit portion of the CRS application process. I believe all the information that was requested was adequately provided. Ms. Miller shared at the termination of the meeting that her letter to the Insurance Services Office (ISO) and Region X, NFIP would be favorable. When this letter is received I will certainly share with the commission. As previously reported, this is the first of three visitations required under the CRS application process. The other required site visitations are from Region X, Federal Emergency Management Agency (agency that administers the NFIP) and ISO the agency that will establish our community's new insurance ratings. The CRS Coordinators Manual has arrived and I have reviewed this material. This is the guidance manual for the application process. The application packet from ISO has not yet arrived.

Last week while attending the ACMP workshop on the coastal plan rewrites I met briefly with Christy Miller who informed that her Community Assistance letter was coming and it would be a "positive letter".

Alaska Coastal Management Program: Last week I attended a workshop sponsored by the Dept of Natural Resources (DNR) on coastal plan rewrites. Also in attendance was Eileen Bechtel who will be our contracted person for the actual plan rewrite. You will recall that DNR provided grant funds to all the coastal areas and districts for such contracted services. Our grant award was \$18,000. Eileen has since signed a contract agreement with us. She is also rewriting plans for Nome, Valdez and Whittier. There are very few persons within the state that are qualified (acceptable to DNR) for these plan rewrites, and I am most pleased to have someone with Eileen's experience and background in this program working with us. There is still a tremendous amount of uncertainty in the outcome of these plan rewrites with regards to the new regulations that became effective on July 1. These new regulations restrict local input – local due deference - on all issues that had in the past been the prerogative of local districts. Secondly, the new state regulations have not been approved by NOAA, the federal agency that funds and manages the program nationwide. There was a NOAA representative present throughout the workshop. I think it is a fair characterization of his impression from the reactions of the local districts over the loss of local control that NOAA may reject the changes being brought about by these regulations.

City Dock Transfer: The proposed dock transfer documents for the city dock were included in your meeting packet. The meeting handout map shows the result of our record research of the ownership of the dock lands. Council has asked the administration to return a recommendation on this transfer. Unfortunately this transfer agreement does not include the dock lands. The majority of the land area that comprises the actual dock is in state ownership. Through a phone conversation with DOT/PF they indicated they would be willing to recommend to DNR a transfer of these to the city. DOT/PF has not yet been able to locate the Interagency Land Management Agreement between DOT/PF and DNR – they believe the only copy is in DNR's files. These interagency management agreements typically specify the authority that the managing agency has in state lands. They come in all shapes and flavors depending on the land use, year drafted and under what administration they were drafted.

DOT/PF and Changes to the STIP Program: DOT/PF is soliciting comments on the 2006-2008 draft STIP program. Three weeks ago the administration and the city council met with representatives from DOT/PF's Southcentral Region on new proposed changes to the program. Most, if not all of these changes are the result of reduced federal funding. The local match requirement now being discussed will probably put most, if not all, new projects out of reach for rural communities unless they can access additional funding from other sources. The written comment period for this draft ended October 8. At the request of the city manager I emailed comments to DOT/PF. Copies of my comments are included in the meeting handouts. It appears that the local match requirement will retroactively apply to the six already approved projects that we have pending under the STIP program.

Transfer of Bethel Group Home to LKSD: The LKSD Board has reportedly acquired the old Bethel Group Home facilities located at 142 Atsaq St. in Turnkey III Subdivision (Bethel Heights). At the October 26th city council meeting it was requested that the Planning Commission address the ground lease of this property from the city to LKSD at this meeting. I have prepared draft Resolution #04-04 for your consideration.

Cadastral Mapping Project: Last week I met with our contractor, Larry Clamp of ASCG, on this project. He informs that they are nearing completion of the map data transfer from our city CAD maps to the new ArcView software program that will become our GIS management software. Our IT manager, Sam Blankenship, and I have just about finalized the new computer system components for this from the systems options list provided by ASCG.

Doughnut Hole Project: At the city councils October 26th meeting the Planning Commission was directed to develop a right-of-way plan for the Doughnut Hole. The area of focus is a north/south right-of-way, and roadway, beginning at the presently unnamed road in front of the Lu Lu Heron Congregate Care facility, extending south to the platted but undeveloped east/west right-of-way north of the Anna David allotment. It was also suggested that we investigate additional east/west rights-of ways from City Subdivision to this new proposed right-of-way. This would include the extension of Akiachak Street passed the new YE learning center and the extension of Quinhagak Lane. The council would like a completed plan for this by February 1st.

Some of the larger issues on our plate for the near future:

1. Renewal of our 5 year Corps of Engineer General Permit.
2. Cadastral Mapping project – training and installation of new computer systems.
3. Coastal Management Plan rewrite – after completion of draft will require 2 public hearings.
4. Doughnut Hole rights-of-ways
5. NFIP Community Rating System

Site Plan Permit Applications and Code Enforcement: To date we have issued 141 Site Permits so far this season. Since my last reporting there have been 2 more sanitation code violations (honey buckets on site). Both required court appearances and both were upheld by the court for failure to appear by the defendants. Also, another nine abandoned vehicle in ROW were cited – all nine have since been removed by Public Works.

Chair Guinn asked if there were question for the planner:

T. Rodgers asks if any snow machines were included in the abandoned vehicles?

Emilee replied, "No."

J. Shantz would like to thank Emilee for a good job at Code Enforcement.

J. Malone states she spends a lot of time with people and their situations and listens to people, it is a tough job.

PEOPLE TO BE HEARD

None

COMMISSIONERS COMMENTS

P. Jennings – none

T. Rodgers reports that as courtesy to the Governor, they had every one stand at the council meeting. All had a chance to ask the Governor harsh questions of living in rural

Alaska. New council members were seated. Welcomed Yolanda Jorgenson to the council.

J. Hamilton asks if Donlin Creek Road was mentioned.

T. Rodgers responds that council addressed it.

J. Shantz – none

J. Hamilton – none

B. Glasheen – none

J. Guinn - none

UNFINISHED BUSINESS

None

NEW BUSINESS

Chair J. Guinn asks J. Malone to introduce Item A.

Item A – APPLICATION FOR A CONDITIONAL USE PERMIT FOR A NONCONFORMING PROPERTY LOCATED AT 290 MISSION LAKE ROAD. THE APPLICATION IS FOR APPROVAL FOR THE TRANSFER OF A NONCONFORMING PROPERTY THROUGH A CONDITIONAL USE PERMIT PURSUANT TO BMC 18.80.050.C.

ACTION ITEM

MOVED BY:	J. Shantz	Move to accept Conditional Use Permit application.
SECONDED BY:	T. Rodgers	

VOTE ON MOTION	Unanimous
-----------------------	-----------

Item B – RESOLUTION 04-03. A RESOLUTION RECOMMENDING TO CITY COUNCIL THE CONVEYANCE OF A 1,700 S/F PORTION OF TRACT B1, CITY SUBDIVISION TO IRENE AND JOSEPH (SONNY) VENES JR. TO CURE A BUILDING ENCROACHMENT.

ACTION ITEM

Chair J. Guinn asks J. Malone to introduce Item B.

T. Rodgers asks J. Venes if he had applied for a variance first.

J. Venes responds, "No."

J. Malone answers that a variance would not cure the building encroachment.

J. Shantz asks if the city has any drainage issues with the property.

J. Malone responds that it would not have any detrimental effects – land would not change.

J. Shantz suggests that the city in need of money and there is no use for it (this parcel of land) by the city, then this would work out for the home owner and the city.

B. Glasheen would like to know if there are any conditions for fill.

J. Malone stated that there had been a similar conveyance of city land to the Rose family. As a condition of the conveyance no additional fill could be added – land remained unchanged.

T. Rodgers says the property owner would have to apply for a site plan anyway.

T. Rodgers approves resolution #04-03 with reservations.

MOVED BY:	J. Shantz	Role call vote on Resolution #04-03
SECONDED BY:	T. Rodgers	

VOTE ON MOTION	6-Yes / 0 -No / 0 - abstained
-----------------------	-------------------------------

Item C – YKHC MINOR REPLATS TO VACATE THE COMMON BOUNDARIES BETWEEN LOT 14 AND LOT 5 OF BLOCK 10, LOT 2 AND LOT 3 OF BLOCK 1, LOT 3 AND LOT 4 OF BLOCK 2, PLAT 98-3, KASAYULI SUBDIVISION, THEREBY CREATING THREE SINGLE LOTS, LOT 14A OF BLOCK 10, LOT 2A OF BLOCK 1, AND LOT 3A OF BLOCK 2 OF KASAYULI SUBDIVISION. REQUESTED BY COUNCIL REPRESENTATIVE TUNDY RODGERS.

DISCUSSION ITEM

T. Rodgers with questions and very hard comment after talking to the prior Mayor, YKHC development has 39 duplexes out there. By the time they are done that will be 39 more times for water/sewer to truck out there and right now we are taxed to the limit. We are going to have to buy more vehicles, and none of these people are paying city taxes. The question I want to know is how many of those duplexes are being built on re-plat properties that haven't been done. The last re-plat application failed, are those properties still built on?

J. Guinn answered, "yes, they were approved, the last three went thru a minor re-plat which goes thru planning department.

T. Rodgers says we voted no on the last three.

J. Guinn comments there are two ways to do plats.

T. Rodgers states again the planning commission voted on no re-plat. If it still goes thru then there is some hanky panky going on. Is YKHC still legal? How does the planning commission feel about people living in buildings and not paying taxes. If YKHC would leave the water/sewer to the individual home owners and charge them rent for the building itself, then we would be collecting taxes. But YKHC, is footing the bill for water/sewer. The re-plats failed here once, if they went thru some other way around the corner and those buildings are being lived in against the planning commission voting no, then those three properties are illegal according to state statute.

J. Guinn comments that they do pay for water/sewer and fuel to make it livable for the employees. The other thing you are wrong on is the planning commission did not vote that night, you made a motion Tundy to take it off the agenda and that failed and then there was a motion to approve them and it failed for a lack of a second. Go to the record and check it.

T. Rodgers would like to recommend to the public works committee to look at some way that YKHC should pay their equitable share.

B. Glasheen adds that goes to the cost not to tax, just increase your cost and no one pays tax. That's an accounting problem for the utilities of the city, I don't think it is relative to YKHC's development.

T. Rodgers comments he has done his duty as a representative to this commission by bringing the issues that constituents have brought up.

B. Glasheen agrees that these are good issues in considering the next step to take.

J. Shantz asks for an explanation if it the motion died for a lack of a second, how did the process get to the boundaries vacated.

J. Guinn responds that they put in a plat with the whole subdivision to build 8 duplexes.

Which came to the planning commission for 30 days for preliminary and final plat was approved. The funding did not come thru for Hooper Bay so we took the extra 2 duplexes and diverted them to Bethel and one extra one because the lots were to low to build on. So showing those three, that's the ones Tundy is talking about, Tundy at that time, said the council didn't want us to build anymore duplexes and he wanted to take it off the agenda. That motion failed, there was a motion to approve them, it died for a lack of second. So, there are minor re-plats, which you can do one by one, I took three minor re-plats to vacate the lot lines, turned them in to the planning department, if they are no problems with easements or Right of Way, then they are approved, so now we are building on them.

T. Rodgers says knowing the law and what the planning commission felt about it and the council, you did it anyway, that's unethical.

J. Guinn comments that Tundy is unethical, trying to take it off the agenda and denying YKHC due process.

T. Rodgers suggests that both did a unethical thing.

J. Guinn comments that happy employees are going into the housing.

T. Rodgers states his apologies for any derogatory comments that may have offended anybody.

ITEM D. RESOLUTION #04-04. RESOLUTION RECOMMENDING TO THE CITY COUNCIL THE PROPERTY LEASE OF TRACT B, BLOCK 3, AND A PORTION OF TRACT D, TURNKEY III SUBDIVISION, TO THE LOWER KUSKOKWIM SCHOOL DISTRICT. THIS IS THE LOCATION OF THE BETHEL GROUP HOME FACILITIES. (142 ATSAQ ST.)

ACTION ITEM

Chair J. Guinn asks J. Malone to introduce Item D

T. Rodgers responds for clarification the Bethel Group Home lost all the buildings and everything to the city in default, they moved out and did not move the buildings, I don't believe a contract should be written that's already written with a \$3,700.00 – 30 year land lease, when we are looking around for cop shops and places to put other things that we own. I voiced this at the council meeting when it was brought up. It was suppose to be addressed to the planning commission for other land use ideas.

J. Malone would like to conclude his introductory presentation with an understanding of what the facts to be. The land which is what we are talking about here has always been

MOVED BY:	J. Hamilton	To adjourn the meeting at 8 p.m.
SECONDED BY:	P. Jennings	

VOTE ON MOTION	Unanimous
-----------------------	-----------

Minutes prepared by Emilee Kutch, Planning Technician.

Next Scheduled Meeting is November 10, 2004. John Malone to attend via teleconference.

APPROVED THIS ____ **day of** _____ **2004.**

ATTEST:

John Guinn, Chair

City of Bethel, Alaska

Planning Commission Minutes

November 10, 2004

Regular Scheduled Meeting

Bethel, Alaska

CALL TO ORDER

A regular meeting of the Bethel Planning Commission was held on November 10, 2004 at 6:35 p.m. in the Public Works Bldg, 2nd Floor Conference Room, Bethel, Alaska.

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

ROLL CALL

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

John Guinn	Joan Hamilton	Pat Jennings
Tundy Rodgers	Brian Glasheen	

Excused absence(s): Mark Charlie, Joy Shantz

Unexcused absence(s):

Also in attendance were the following:

John Malone, City Planner via tele-conference
Emilee Kutch, Planning Technician
Marc Stemp, BNC (Item A)

APPROVAL OF MINUTES

MOVED BY:	T. Rodgers	Approval of the September 19 and October 28 minutes.
SECONDED BY:	J. Hamilton	

VOTE ON MOTION	Unanimous
-----------------------	-----------

APPROVAL OF AGENDA

MOVED BY:	J. Hamilton	To approve the agenda.
SECONDED BY:	T. Rodgers	

VOTE ON MOTION	Unanimous
-----------------------	-----------

COMMUNICATIONS

None aside from that included in the meeting packets.

PLANNERS REPORT

J. Malone reported:

Corps of Engineers - Brown's Slough Easements: Continuing with land negotiations on the COE easements on Brown's Slough. Mary Samuelson and Hoffman Fuel, through their respective attorneys, had concerns about the indemnification provision in the easement document, and wanted more explanation on the extent of construction that was going to take place on their property. These concerns appear to now have been adequately addressed.

Alaska Coastal Management Program Plan Rewrite: You will recall that DNR provided grant funds to all the coastal areas and districts for contracted plan rewrites. Our grant award was \$18,000. Eileen Bechtol, the only respondent to our RFP, has since signed a contract agreement with us. Council had previously approved the grant and we received the final approval documents from the state which were executed and returned.

Cadastral Mapping Project: I spoke to Larry Clamp of ASCG, last Friday. We agreed on the final hardware and software licensing for the database transfer from our city CAD maps to the new ArcView software program.

PEOPLE TO BE HEARD

None

COMMISSIONERS COMMENTS

P. Jennings – none

T. Rodgers – Council received a letter from BNC regarding the Doughnut Hole. It's very understanding and communicable.

J. Malone responds he has not received this letter.

T. Rodgers replies it's a letter to let BLM handle it to make their decision and determine who's land it is (core township lands) and plan accordingly, instead of fighting with lawyers.

J. Hamilton – none

B. Glasheen - none

J. Guinn - none

UNFINISHED BUSINESS

None

NEW BUSINESS

Item A – BEGIN COUNCIL DIRECTED PLANNING EFFORT FOR RIGHTS-OF-WAYS AND OTHER DEVELOPMENT ISSUES IN "DOUGHNUT HOLE". FOCUS AREA IS CITY PROPERTY WEST OF CITY SUBDIVISION.

DISCUSSION ITEM

Chair J. Guinn opens the floor to Marc Stemp, BNC.

M. Stemp will fax a copy of the BNC letter to the Planning Office for distribution. Basically what we are asking from the City, since there is a question of the title of the " Doughnut Hole" (Core Township Lands). It is our position that the land was conveyed in error by BLM and similar to the TACAN Site. The letter states BNC will hold off on the hearing and ask the city to place a hold on any development. BNC is pursuing the receipt of federal surplus lands elsewhere and may ask the city's assistance in this.

T. Rodgers asks if Mr. Stemp will object to looking at a plan drawn up by a friend, showing the proposed site, instead of everything expanding west. Also to alleviate traffic problems.

J. Guinn asks about the zoning for this area.

T. Rodgers suggests waiting until an agenda item to discuss zoning. Also to develop a road would cost \$1 or \$2 million dollars/ per mile, with the city and BNC owned pits, it will not cost that much. If we invite the land owners to compromise moving forward with a preliminary plan.

J. Guinn asks J. Malone if at the next meeting the agenda is not heavy to plan on a work session inviting the owner's, such as, Mary Romer, Elena Phillips, BNC, ONC, Janet Kaiser.

J. Malone agrees.

T. Rodgers asks if the Planning office will get the invitation out.

J. Malone responds, "certainly, we will get the letters drafted."

ADJOURNMENT

MOVED BY:	J. Hamilton	To adjourn the meeting at 7 p.m.
SECONDED BY:	B. Glasheen	

VOTE ON MOTION	Unanimous
-----------------------	-----------

Minutes prepared by Emilee Kutch, Planning Technician.

Next Scheduled Meeting is December 9, 2004

APPROVED THIS ___ day of _____ 2004.

ATTEST:



John Guinn, Chair *Jay Shantz Vice-Chair*

City of Bethel, Alaska

--- Planning Commission Minutes

December 9, 2004

Regular Meeting

Bethel, Alaska

CALL TO ORDER

A regular meeting of the Bethel Planning Commission was held on December 9, 2004 at 6:30 p.m. in the City Hall, Council Chambers, Bethel, Alaska.

Vice Chair Joy Shantz called the meeting to order at time 6:30 p.m.

ROLL CALL

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

Brian Glasheen	Mark Charlie	Joy Shantz	Pat Jennings
Tundy Rodgers	Joan Hamilton		

Excused absence(s): John Guinn

Unexcused absence(s):

Also in attendance were the following:

John Malone, City Planner
Emilee Kutch, Planning Technician
Hugh Dymont, Mayor
Sharon McClintok, BNC, Item A – Unfinished Business
Marc Stemp, BNC, Item A – Unfinished Business
Willie Keppel, Item A – Unfinished Business
Mary Romer, Item A – Unfinished Business
Scott Sidell – Item A – Unfinished Business
Mike Shantz – Item A – Unfinished Business
Yolanda Jorgensen – Item A – Unfinished Business
Dave Trantham – Item A – Unfinished Business
Thor Williams – Item A – Unfinished Business
Jeff Blevins – Item A – Unfinished Business

APPROVAL OF MINUTES

MOVED BY:	T. Rodgers	To approve the minutes from the November 10, 2004 Planning Commission meeting.
SECONDED BY:	M. Charlie	

VOTE ON MOTION	Unanimous
-----------------------	-----------

APPROVAL OF AGENDA

MOVED BY:	T. Rodgers	To approve the agenda.
SECONDED BY:	P. Jennings	

VOTE ON MOTION	Unanimous
-----------------------	-----------

COMMUNICATIONS

Meeting Handout:

1. Letter from BUC pertaining to ITEM A New Business.
2. Letter to DNR from M. Smith, Alaska Coastal District Assn pertaining to coastal plan amendments.

All others included in meeting packet.

PLANNERS REPORT

Report from J. Malone:

Corps of Engineers General Permit (GP) Renewal: As I previously reported Mary Lekyum our Corps representative in the Regulatory Branch was promoted and transferred to southeast. I received a reply email from Leroy Phillips in Regulatory last week in response to my inquiry as to Mary's replacement. Leroy informed that there has not been a replacement for our region assigned yet. As I've previously reported, one of the issues that needs to be addressed with this renewal is a replacement map delineating lands governed by the GP and restricted wetlands. Mary had negotiated through our previous mapping contractor ASCG, placing this in digital form on an overlay of our current city base map. This of course would be extremely helpful to all who need this information.

National Flood Insurance Program (NFIP) Community Rating System (CRS) Application: Included in your meeting packet was the November 8, 2004 Community Assistance Visit report letter from Christy Miller, Certified Floodplain Manager in DNR. As I've previously reported this letter is required before we can proceed with the CRS application process. She asked for additional file materials for review and I provided this by return letter on November 19th. I anticipate her next correspondence will be to the Insurance Services Office indicating our eligibility to participate in the CRS program.

Alaska Coastal Management Program: Included in your packet is a letter from the federal Office of Ocean and Coastal Resource Management (OCRM) in NOAA notifying the state Department of Natural Resources, Alaska Coastal Management Program that preliminary approval of the states amended coastal management program has been denied. As previously reported, this amended program was passed by the legislature in HB 191 two years ago, and further codified in the rewrite of the implementation regulations that were codified in the Alaska Administrative Code this summer. It appears that the majority of

concern by the feds arose from the new regulations. Many of these concerns had been long voiced by the coastal districts. The feds also provided some 19 + pages of questions concerning these amendments they want the state to respond to by March 2005 before they will reconsider preliminary approval. If the resubmitted program is granted preliminary approval by OCRM, the next level is National Environmental Policy Act review. This review will determine if the program changes to the states program is significant enough to require a district by district environmental assessment.

The meeting handout letter addressed to state Sen. Gary Stevens is from Marv Smith, the current chair of our Alaska Coastal District Association. He is writing as District Coordinator for the Lake and Peninsular Borough. I think this letter does an excellent job of articulating the concerns that have been raised since the passage of HB 191 two years ago.

In the meantime our contractor Eileen Bechtol, who is developing our new plan, reported last week that she is proceeding with our plan draft. As a reminder, she is scheduled to present this for your review and comment at our February meeting.

AVCP-RHA Variance Application in Abeyance: Several months back you agreed to hold a variance application for a new bunkhouse facility that was encroaching on the ROW adjacent to the LuLu Heron Center pending a realignment plat for this ROW. This proposed realignment would cure the encroachment and also increase the width of this ROW from 50' to 60' (current minimum city standards). This week Larsen Engineering uploaded a draft final of this plat and I have replied with additional ordinance compliance requirements to be inserted. So hopefully you will be seeing this on you agenda shortly.

Cadastral Mapping Project: I received an email update yesterday from our contractor Larry Clamp of ASCG. He informs that hardware and software are on there way to ASCG's offices in Anchorage.

Site Plan Permit Applications and Code Enforcement: It looks like we will close out the calendar year with 143 Site Permits issued – this is a record. Emilee reports that sanitation code violations continue on the rise. Several are previously cited residences. The court has inquired of Emilee about a city resolution to this that will better address a disposition for those households that are apparently destitute and without a means to pay. In the past two weeks another eight vehicles were owner released to the crusher site.

PEOPLE TO BE HEARD

None

COMMISSIONERS COMMENTS

B. Glasheen – none

P. Jennings – none

J. Hamilton – none

M. Charlie – none

J. Shantz – asks if the Planning Office can order Planning Office stationary with phone and fax numbers.

J. Malone – We will take care of this.

T. Rodgers – The Planning Office can also be looked up on the City of Bethel web-site.

UNFINISHED BUSINESS

Item A – CONTINUED PLANNING EFFORT FOR RIGHTS-OF-WAYS AND OTHER DEVELOPMENT ISSUES IN "DOUGHNUT HOLE" - CORE TOWNSHIP LANDS.

S. McClintok reports from BNC that the 381 acre core township lands have a history of title issues and the process is seriously flawed by BLM for failing to comply with their own ANSCA and federal regulations.

- BLM expedited title to the State of Alaska, instead of to BNC.
- BNC is questioning the actions of BLM in accepting BNC's relinquishment of core township Lands.
- BNC is seeking legislative remedy for compensation of these ANSCA lands that was relinquished and processed by the federal government.

J. Malone asks what BNC's plan is, in light of this issue.

M. Stemp responds that working with City Council to pursue joint legislation to obtain federal surplus properties.

T. Rodgers states the intent of this meeting is discussing a plan, not development.

M. Shantz responds the City Council meeting is not until December 14th. We are getting ahead of ourselves with this meeting.

W. Keppel discusses the pros and cons regarding water/sewer, traffic and growth expansion issues.

- Work on this (Core Township lands) without attorney's and work together.
- Expectations of Council to get it right and figure out the problem.
- Review the Comprehensive Plan
- Kasayuli and Larson Subdivisions were a mistake for development.

Vice Chair J. Shantz asks W. Keppel to summarize his presentation pertaining to the agenda item.

W. Keppel continues speaking.

M. Charlie refers to the noticing sent out regarding the work session to discuss developing a plan.

W. Keppel agrees with M. Charlie and further adds

- Native allotment lands are without access and land locked.

M. Charlie asks if it would be proper for the City Planner to get a copy of this (Keppel's) map for developing the doughnut hole.

W. Keppel continues his discussion:

- We will be happy to foot the expenses for roads.
- We can save a lot of money having City build roads.
- We have gravel; the contract is going to end soon.
- Plan for the future - built it right - we can haul sand out of the City pit.

M. Shantz asks the Planning Commission to table this discussion until the City Council has had a chance to review and respond to BNC's letter, then let Council set direction.

H. Dyment stated that many people were invited to this discussion and respect the wishes of the Chair to open the floor to other people.

Vice Chair J. Shantz asks W. Keppel to summarize in five minutes.

W. Keppel in summary;

- It's time to sit down and talk, put money into a trust fund.

Vice Chair J. Shantz thanks W. Keppel for the good ideas that will be sent forward to council.

S. Sidell, homeowner in Blueberry Subdivision has concerns about health, safety and traffic issues if through roads were added to Blueberry Subdivision - preserving Blueberry Subdivision as a residential subdivision.

Yolanda Jorgensen states that this will be on the next Council meeting for discussion.

T. Rodgers asks for unanimous consent from the Planning Commission to put this discussion off until after the Council meeting.

No objection.

.....DISCUSSION ITEM

MOVED BY:	T. Rodgers	Postpone until deliberation/disposition of City Council regarding BNC letter
SECONDED BY:	J. Hamilton	

VOTE ON MOTION	Unanimous
-----------------------	-----------

NEW BUSINESS

Item A –. RESOLUTION #04-05. FINAL PLAT APPROVAL OF KASAYULI SUBDIVISION ACCESS ROAD.

Vice Chair J. Shantz ask J. Malone to introduce Item A.

J. Malone reports this is the final plat for Kasayuli Subdivision Access Road. YKHC has completed the final improvements this summer and the City accepted those improvements. This survey incorporates the right-of-way changes brought about by these improvements. Staff recommends approval for Resolution #04-05.

ACTION ITEM

MOVED BY:	T. Rodgers	Roll call vote to pass Resolution #04-05
SECONDED BY:	M. Charlie	

VOTE ON RESOLUTION	6-yes/0-no/0-abstained
---------------------------	------------------------

Item B – RESOLUTION #04–06. FINAL PLAT APPROVAL OF YKHC RECEIVING HOME SUBDIVISION.

Vice Chair J. Shantz asks J. Malone to introduce Item B.

This is a final plat for YKHC Receiving Home. The Receiving Home project was transferred by the state to YKHC last summer. The state intends to transfer the subdivided lot that the Receiving Home is on to YKHC sometime in the future. Staff recommends adoption of Resolution #04-06.

ACTION ITEM

MOVED BY:	T. Rodgers	Roll call vote to pass Resolution #04-06
SECONDED BY:	M. Charlie	

VOTE ON RESOLUTION	6-yes/0-no/0-abstained
---------------------------	------------------------

Item C – RECOMMENDATION TO CITY COUNCIL ON DRAFT ORDINACE AUTHORIZING SPECIFIC PLATTING PROCEEDURES FOR DEPT OF TRANSPORTATION AND PUBLIC FACILITIES IN THE PLATTING OF THE TUNDRA RIDGE ROAD RIGHT-OF-WAY.

Vice Chair J. Shantz asks J. Malone to introduce Item C.

J. Malone reports this ordinance has been reviewed by the City Attorney, Staff recommendation to move this forward to council by motion action.

ACTION ITEM

MOVED BY:	T. Rodgers	Motion to recommend to council the ordinance for right-of-way acquisition platting procedures for upgrading Tundra Ridge Road.
SECONDED BY:	P. Jennings	

VOTE ON MOTION	Unanimous
-----------------------	-----------

Adjourn 8:30 p.m.

APPROVED THIS ____ day of _____ 2004.

ATTEST:

Joy Shantz, Vice Chair