



THE CITY OF WHITTIER

Gateway to Western Prince William Sound

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PLANNING COMMISSION Regular Meeting Tuesday, February 12, 2013 Homeowner's Lounge, BTI

MINUTES

1. CALL TO ORDER

Charlene Arneson called the meeting to order at 7:05 pm.

2. OPENING CEREMONY

Charlene Arneson led the Pledge of Allegiance.

3. ROLL CALL

Commission members present and establishing a quorum:

Charlene Arneson	Seat A	Present
Terry Bender	Seat B	Present
Ed Hedges	Seat C	Present
Walter Finke	Seat D	Present
Dyanna Pratt	Seat E	Absent

Motion: Terry Bender made a motion to excuse Dyanna Pratt from tonight's Regular Meeting.

SECOND: Walter Finke seconded the motion.

VOTE: Unanimous

DISCUSSION: None

ADMINISTRATION PRESENT

Robert Prunella, City Manager
Scott Korbe, Public Works Director
Jennifer Rogers, Commission Clerk

PUBLIC PRESENT

Becky Cotner
Charlie Eldridge
Mary Brenneman

4. APPROVAL OF REGULAR MEETING AGENDA

MOTION: Terry Bender made a motion to approve the February 12, 2013 regular Meeting Agenda.

SECOND: Walter Finke seconded the motion.

VOTE: Unanimous

DISCUSSION: None

5. APPROVAL OF MINUTES

MOTION: Terry Bender made a motion to approve the Regular Meeting minutes of January 8, 2013 as is.

SECOND: Walter Finke seconded the motion.

VOTE: Unanimous

DISCUSSION: None

6. ADMINISTRATIVE REPORTS

A. City Manager Reports:

Robert Prunella had nothing to report, but said that he was concerned that we need to rezone the community. He stated that this topic has been on the agenda for some time and felt that it needed to be brought up again. Charlene replied that the procedure for this is written out in the City Code. She went on to say that the zoning administrator will have to identify where the zones are on the maps and consider what needs to be changed, what would be proposed to be changed, and we would then have to have several hearings on that to get input. She feels that the best way to rezone the community would be to take one section at a time. Bob suggests that we have a couple of workshops for this.

Charlene agreed and stated that they have always had workshops for this type of thing, but also reminded him that hearings also need to be done. Charlene said that we'll need some input from the community on whether or not they want the Corp. to go. She stated that we should get input from City Council as well to hear what they think. She also stated that the marina has been taken off the agenda, so it might have been zoned, she isn't sure. Terry Bender asked how would we know if it has been done. Charlene replied that she doesn't know. If it was zoned, it wasn't done through us. None of the tidelands are zoned; at one time Jerry Vandergriff was looking into that. Charlene said that she keeps things like this on the agenda so it doesn't drop out of sight.

Terry asked what would be the first step in getting the zoning started. Charlene replied that the first step would be to figure out what we want to do and where. Terry clarified that she meant, would we direct our zoning administrator at this meeting or send out letters. Charlene said she would ask the zoning administrator to go through the ordinance and draft a letter for us so that we know exactly what we're supposed to do. A table, which has everything zoned and what is allowed to be zoned, can be found in Chapter 15 of the ordinance. She is unsure if we need to update the table, nor should we change it before looking through it. Charlene reminded the members that they all have the title; it was given to them in their packets when they first became members of the Planning and Zoning Committee. If they don't have it, they can obtain another copy from the Commission Clerk. She said that they have used that table as a guide when businesses or people have come in. There are certain things that are allowed in the harbor, in commercial areas, in industrial areas, and residential areas.

Charlene mentioned that perhaps Bob can give us an idea of where he would like the City to start. Bob said that this all came about because we're starting to do some work on the cove, and he realized that that area has not been zoned. Charlene replied that not only is that area not zoned, but it has never been looked at by the Planning & Zoning and the City Council as a subdivision, so that is another thing that will need to be done. Bob explained that we should be prepared because eventually we'll open up the lots on the road and even down the cove. He went on to say that we can't sell the lots until we get the zoning done. Charlene said that we need a plat in order to zone the land. Bob said that that is being worked on. Charlene asked Jennifer to do further research on this subject.

Terry asked if the appraisals have been done for the sale of the property. Bob said that the appraisal is not complete

at this time and might not be done until sometime in the spring. Charlene asked if the survey has been done in Smitty's Cove Park. Scott Korbe said that in talking to WH Pacific and Jerry Vandergriff regarding this, he understood that a survey needed to be done. A survey had been done through Alaska Tideland Survey, and has been deeded to the City of Whittier. We need to meet with the U.S. Coast Guard for the designation of the park. Charlene would like to see that finished and become a park so that we can actually put things up so that people can't destroy the fisheries. In the past people have deliberately anchored in the area and have destroyed the fish. Not being able to anchor will also protect the divers. She also said that according to the Coast Guard regulations, it has to be designated a park before they can enforce the no anchoring.

Charlene asked Bob if he has any news to report on the levee; Bob did not at this time.

B. Director of Public Works Reports:

Scott reported that he came across original as-built drawings dated from 1955-1957 on what was installed by the military. The drawings have been cleaned up and are now in digital format; they will be installed on the City's computers. The original hard copy will be placed in the City office. Charlene asked if the drawings were recorded with the Recorder's Office. Scott replied that these are drawings, not surveys. Charlene said that they can still be recorded. Scott said that if that's the direction the city manager wants to go, then that's something he'll do. Charlene mentioned that these drawings have disappeared once, and they can disappear again. Scott said that these drawings were located at CRW Engineering Group; the company acts as our city engineer as they have designed all the water, sewer and storm work that we have done in the municipality. These drawings will come in handy for any design work that we'll have in the future.

7. NEW BUSINESS

A. Tank Farm

Bob reported that he spoke with someone at the Army Corp. of Engineers at the beginning of the year to get an update, but there isn't anything new to report. Bob is hoping that we'll be able to get the tank farm at little or no cost. Charlene asked if the Delong Dock has been dedicated to the City, Bob responded that it has not been dedicated to the City.

B. Land Trades with the ARR

The city manager did not have new information to report on this.

8. UNFINISHED BUSINESS

A. Smitty's Cove Park

This was discussed under the City Manager's Report.

B. Review of Hazard Mitigation Plan

Tabled

C. Zoning – Cliffside Marina:

Tabled

D. Review of Tideland Zoning:

Charlene stated that she would like to begin the zoning process with Smitty's Cove. Smitty's Cove is already

a park, so she's not sure if we have to zone it as a park. Smitty's Cove is the last place where children are able to use it for recreation purposes. We're working on Shakespeare Creek; that will serve as another area where children and families can go. Scott Korbe mentioned that there are proposed park areas and parking for the second Salmon Run. Bob said that he is working on an RFP for the Shakespeare Creek project. Charlene asked if it was known that the culvert will be replaced. That will all tie in with Shakespeare Creek. Portage Pass will also be rebuilt, if it hasn't been.

9. PUBLIC COMMENT:

None

10. COMMISSION COMMENTS:

None

11. NEXT MEETING AGENDA ITEMS:

- A. Tank farm
- B. Land trades with the ARR
- C. Zoning information

12. NEXT MEETING ATTENDANCE PLANS: March 12, 2013 @ 7:00 pm

MOTION: Terry Bender made the motion to adjourn the meeting.

SECOND: Walter Finke seconded the motion.

VOTE: Unanimous

13. ADJOURNMENT: Charlene Arneson adjourned the meeting at 7:37 pm.

ATTEST:

Jennifer Rogers
Commission Clerk

Charlene Arneson
Commission Chairperson