



THE CITY OF WHITTIER

Gateway to Western Prince William Sound

P.O. Box 608 • Whittier, Alaska 99693 • (907) 472-2327 • Fax (907) 472-2404

PLANNING COMMISSION

Regular Meeting

Tuesday, April 10, 2012

Homeowner's Lounge, BTI

MINUTES

1. CALL TO ORDER

Charlene Arneson called the meeting to order at 7:02 pm

2. OPENING CEREMONY

Charlene Arneson led the Pledge of Allegiance.

3. ROLL CALL

Commission members present and establishing a quorum:

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

ADMINISTRATION PRESENT

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

PUBLIC PRESENT

Teresita Andujar

4. APPROVAL OF REGULAR MEETING AGENDA

MOTION: Jerry Vandergriff made a motion to approve the April 10, 2012 Regular Meeting Agenda.

SECOND: Walter Finke seconded the motion.

VOTE: Unanimous

DISCUSSION: None

5. APPROVAL OF MINUTES

MOTION: Jerry Vandergriff made a motion to approve the minutes of March 13, 2012 Regular Planning Meeting minutes as is.

SECOND: Walter Finke seconded the motion.

VOTE: Unanimous

DISCUSSION: None

6. ADMINISTRATIVE REPORTS

A. Robert Prunella expressed that he would like members of the Planning Commission to be present when the final draft of the Comprehensive Plan is presented at the next City Council meeting. Jerry and Charlene both stated that they are planning on attending the meeting. Jerry asked if Suzanne Taylor will be present at the meeting to answer any questions that may arise. Charlene replied that that decision is up to Bob. Bob said that it didn't make any sense for Suzanne to attend the meeting tonight, so she should attend the City Council meeting next week. Bob added that much of the staff has been occupied with roof of the P-12 building.

B. Scott Korbe mentioned that he will have information to share once we discuss the Wild Catch Café. Another set of building plans have come into his office to build on the lot of Billings and Glacier; RC's old lot. The plans call for a 60x80 commercial/residential building which will be used as a storage facility for a recreational boat. He is currently reviewing the plans to be sure that it is in conformity with the codes. The owners have no intentions on running a business out of it; just to store his personal vessel. Once Scott checks with the codes and makes sure that he is in compliance and sees that a variance is not needed, he will inform the builder that he is permitted to proceed with the permitting process.

Charlene asked Scott if we have the go ahead on the O'Neal Creek culvert. Scott replied that he has not yet received the final paperwork for the approval. Bob added that we can proceed. Bob also stated that most, if not all of these projects are part of the RAC projects. There are some who are concerned if the secured school's money will go away. As far as Bob is aware of, the grants will finance these projects for another year, though he is not sure of what the rates will be.

7. NEW BUSINESS

Status of Smitty's Cove Survey

Bob is unsure of the situation at this time. He hears that there was perhaps a contract. He will look into the matter. Scott added that there was not a contract, but a quote. It was discussed and decided at the Council meeting that the Von Wichman and Smitty's Cove survey would be split. The Smitty's Cove survey would take place first. Jerry Vandergriff added that he and Bob have different copies of the ordinance. The copy Jerry has states that anchoring is not permitted at Smitty's Cove. The copy that passed states that no weight and anchoring is permitted; he is unsure as to what became of that ordinance. It was suggested that this be corrected. Bob located the original draft of the ordinance for Smitty's Cove and suggested that necessary adjustments would need to be made and present it to the council; only one ordinance is needed. Jerry said that at one time, the small boat harbor had created and posted signs with the rules for usage of Smitty's

Cove. He also added that according to our ordinance, nothing can be done at Smitty's Cove that will damage the underwater environment.

Smitty's Cove Marine Park Usage

Bob disclosed that he was directed by the City Council to write a letter to the Prince William Sound Agriculture Corporation to inform them that they would not be able to bring their larger barge into the Cove. PWSA responded to the Mayor telling informing him that they were not in favor of that decision. Bob expects to hear more from them in the future. Bob will work on trying to find an alternate location for them, but he feels that it will be a difficult task.

He has checked with the Corp. and DNR and regarding the property at the Head of the Bay and it appears that we are okay as far as permits are concerned. He does not feel that it is acceptable for tractor trailers to drive down the beach. He believes that a concrete ramp would be acceptable to use. Jerry added that Dojer has used that property as well as Waukiki Beach. Bob reminded him that we are talking about heavy tractor trailers. It will be up to the Council whether or not the use will be permitted. He feels that a lot of consideration needs to be used since they're talking about a number of tractor trailers being used at the beach. Charlene said that AML was required to build their own concrete ramp. She also stated that we don't have to provide a place for a business. Bob said that we can help them look for a place, but there are no guarantees that they'll be able to help.

Jerry says that the ordinance is quite clear, but we'll draw up another ordinance. It clearly states that anything that will damage the marine environment can't be used. If you take a boat with a four and a half foot draft into ten feet water, it will tear up the eel grass with the screw. Charlene recalls that they had the same issue with the new marina.

Wild Catch Café

Charlene asked Scott if the utilities will be affected by eradicating the lot line. Scott responded that it will not. The builder has been considering using concrete to build his boardwalk instead of wood. Scott reminded the builder that if by chance the city had to make repairs to the utilities then it would be his responsibility to rebuild it since the city's obligation stops at the right-a-way line; he understood. The only other thing that Charlene felt we needed to do is send out letters and have a hearing to eradicate the lot line. We will then need to rename Lot 12 and Lot 13 to make it one lot; doing this will make it easier for the City in regards to tax purposes. Charlene stated that perhaps Scott can give us a report occasionally on the building process. Scott added that the owner has been pleasant to work with.

Charlene and Jerry said that the builder has been in contact with them and has been concerned with the handicap access. Scott will direct him with this step. Jerry asked Charlene who would be responsible for sending a letter out to the businesses with 500 feet of the Wild Catch Café? Charlene said that Jennifer, the Commission Clerk, will take care of this. The letter needs to be sent out fifteen days before the hearing to eradicate the lot line. A notice of the special hearing will also need to be posted. If the builder gets the permit approval mid-May, he can proceed to build with the exception of anything that will cross the lot lines. Charlene feels that he'll have our approval before he gets the approval from the Fire Marshall. Scott suggested that we have the hearing at the next Planning and Zoning meeting, which is scheduled to be on May 8, 2012. Charlene thanked Scott for all his help with Hai Han.

8. UNFINISHED BUSINESS

A. Review of Hazard Mitigation Plan:

We leave this on the Agenda to show that we have an interest in it. David Schoffield has been working on this. If any changes need to be made, Charlene believes that Dave is well prepared. She will talk to Dave and see what he recommends. This Plan is not due for review until next year but is something that will be monitored.

B. Coastal Zone Management Program – Seward Tidelands Park:

Jerry Vandergriff met with Joan Chandling, the City Clerk in Seward. She is still looking for the ordinance that established the resolution. We do have the resolution 78-22 which designates areas as campgrounds and establishes

camping fees. It takes up pretty much their entire coast, including the small boat harbor area. He asked her if there is anyone left who worked for the city after the 1964 earthquake. She said she knows of one woman named Donna. Donna was the City Clerk. Donna does not remember there being an ordinance which established it, but she'll look through to be sure. If nothing else, Jerry said that we at least have the resolution 78-22, but we already have an ordinance for Smitty's Cove and Shakespeare Creek. Jerry believes that we don't really need more than that. As soon as Seward passes an ordinance, it immediately goes into their City Code. He feels that we should take the Coastal Zone Management Program off future agendas.

Motion to remove the Coastal Zone Management Program from Unfinished Business in future agendas.

MOTION: Ed Hedges

SECOND: Walter Finke

VOTE: Unanimous

DISCUSSION: None

Charlene mentioned that the last City Council Meeting, it was said that the charter might be found at the Boundaries Commission. So she called the Boundaries Commission and they gave her a name to speak to. Jerry called and emailed her. She replied by email and stated that she did not have the information that he is seeking, but she gave him a few names, e-mail addresses and phone numbers for the State of Alaska Archives and a couple of other places, and that they should all have the information. Jerry will attempt to get in touch with all the contacts. She said that we should definitely have this information in the City Office. Charlene said that we are definitely working on it. Bob said that technically, we would not get "in trouble" with the state because we are a second class city; we are not required to have that information. Jerry said that it sets out the way the charter group laid out the plans for the development of the city. That's the important part there, whether you're a first class city or a second class city or a fourth class city. You have to have an idea on how you're going to develop; that's the way our founders wanted this city developed. They wanted to protect the pristine beauty.

C. Zoning – Head of Passage Canal:

Bob stated that we need to appoint a Zoning Administrator. Charlene agreed and stated that she and Jennifer were discussing this same thing today. Charlene agreed that we do need to appoint one. A recommendation would need to be made to the City Council. Jerry added that we can have the Commission Secretary appointed. Bob added that it will take some learning. The learning curve will be sharp in the beginning, but it's not really that complicated. It's not the administrator that establishes the zones. Charlene said that in 1995, the City Council adopted the current zoning map from the Comprehensive Plan as the official map. Charlene said that she told Brenda that she would try to locate the ordinance because we have a new Comprehensive Plan. The 2005 Comprehensive Plan is more current and should be the official zoning map. We'll give the information to Brenda and she should be able to handle it from there.

D. Zoning – Cliffside Marina:

Tabled

E. Review of Tideland Zoning:

Tabled

9. PUBLIC COMMENT:

10.COMMISSION COMMENTS:

Charlene thanked everyone for coming and for their hard work.

11. NEXT MEETING AGENDA ITEMS:

Smitty's Cove

Public hearing for the Wild Catch Café.

Further reconnaissance for the Passage by the Army Corp.

XII. NEXT MEETING ATTENDANCE PLANS: May 8, 2012 @ 7:00 pm.

MOTION: Jerry Vandergriff made the motion to adjourn the meeting.

Walter Finked seconded the motion.

VOTE: The vote passed unanimously.

XIII. ADJOURNMENT: Charlene Arneson adjourned the meeting at 7:58 pm

ATTEST:

Jennifer Rogers
Commission Clerk

Charlene Arneson,
Commission Chairperson