



# THE CITY OF WHITTIER

*Gateway to Western Prince William Sound*

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## **PLANNING COMMISSION Regular Meeting Tuesday, November 13, 2012 Homeowner's Lounge, BTI**

### **MINUTES**

#### **1. CALL TO ORDER**

Charlene Arneson called the meeting to order at 7:00 pm.

#### **2. OPENING CEREMONY**

Charlene Arneson led the Pledge of Allegiance.

#### **3. ROLL CALL**

##### **Commission members present and establishing a quorum:**

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

##### **ADMINISTRATION PRESENT**

Jennifer Rogers, Commission Clerk

##### **PUBLIC PRESENT**

Monty Irvin

**Motion:** Ed Hedges made a motion to excuse Walter Finke from tonight's Regular Meeting.

**SECOND:** Terry Bender seconded the motion.

**VOTE:** Unanimous

**DISCUSSION:** None

#### **4. APPROVAL OF REGULAR MEETING AGENDA**

**MOTION:** Terry Bender made a motion to approve the November 13, 2012 regular Meeting Agenda.

**SECOND:** Ed Hedges seconded the motion.

**VOTE:** Unanimous

**DISCUSSION:** None

#### **5. APPROVAL OF MINUTES**

**MOTION:** Terry Bender made a motion to approve the Regular Meeting minutes of September 11, 2012 as is.

**SECOND:** Ed Hedges seconded the motion.

**VOTE:** Unanimous

**DISCUSSION:** None

#### **6. ADMINISTRATIVE REPORTS**

##### **A. City Manager Reports:**

City Manager, Robert Prunella, was not present for this meeting.

##### **B. Director of Public Works Reports:**

Director of Public Works, Scott Korbe, was not present for this meeting.

#### **7. NEW BUSINESS**

Charlene began by asking if the appointment of a Zoning Administrator was discussed at the previous meeting. She explained that in the past, the secretary was appointed as Zoning Administrator. Terry Bender asked Jennifer Rogers if she was comfortable with being appointed the Zoning Administrator for the City. Jennifer replied that she was ok with it and has already done research on the duties involved with the position. Charlene added that the Zoning Administrator duties had always fallen on the City Manager until the previous Commission Clerk and that she is more than willing to help when needed.

**MOTION:** Terry Bender made a motion to appoint Jennifer Rogers as the Zoning Administrator for the Planning & Zoning and City of Whittier.

**SECOND:** Ed Hedges seconded the motion.

**VOTE:** Unanimous

**DISCUSSION:** None

#### **8. UNFINISHED BUSINESS**

##### **A. Smitty's Cove Park**

Tabled

##### **B. Review of Hazard Mitigation Plan**

Tabled

This will need to be reviewed in 2013. Terry added that Dave Schofield and Sue Miller attended a Tsunami Warning Training in Cordova. Charlene mentioned that Dave has done a great job at keeping everything updated and interacting with FEMA so it should not be so cumbersome when it comes to the actual review in 2013.

##### **B. Zoning – Cliffside Marina:**

Tabled

**C. Review of Tideland Zoning:**

Tabled

**9. PUBLIC COMMENT:**

Monty Irvin asked for an update on the work being done at Shot Gun Cove. He asked if the town has about 600 acres of land there. Charlene confirmed his estimation. Charlene went on into detail with the update for the next few minutes. Monty also asked if the native corporation has a section of land there. Charlene clarified that the native corporation is Chenega, and yes, they do have a section of land. Monty asked if the Planning & Zoning has anything to do with the head of the bay. Charlene replied that they do on certain things, depending on what it is. The Planning and Zoning Committee can issue zonings and conditional uses, variances, approve any subdivisions, and hold hearings. Occasionally the City Council will assign the Planning & Zoning Committee to re-write ordinances.

**10. COMMISSION COMMENTS:**

Terry Bender stated that she noticed a building on the Tolman property across the street from the Begich Towers this morning on her way to work. She inquired how long it has been there and what will it be used for. Charlene replied that the building has been on the property for over a year now and does not know what plans the Tolman family has for it. The building was once owned by the state when it was used as the ferry terminal building, and was later donated to the City. The city then donated it to the church and the church sold it. The building is placed within the Tollman lot lines and no conditional use or permits were needed. The building is on private property so there isn't much that can be said about private property.

**11. NEXT MEETING AGENDA ITEMS:**

**12. NEXT MEETING ATTENDANCE PLANS: December 11, 2012 @ 7:00 pm**

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

**SECOND:** Ed Hedges seconded the motion.

**VOTE:** Unanimous

**13. ADJOURNMENT: Terry Bender adjourned the meeting at 7:28 pm.**

**ATTEST:**

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Jennifer Rogers  
Commission Clerk

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Charlene Arneson  
Commission Chairperson