



City of Valdez

212 Chenega Ave.
Valdez, AK 99686

Meeting Agenda

Planning and Zoning Commission

Wednesday, October 12, 2016

7:00 PM

Council Chambers

WORK SESSION AGENDA - 6:00 pm

Transcribed minutes are not taken for Work Sessions. Audio is available upon request.

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

[Approval of Regular Meeting Minutes from July 27th, 2016.](#)

Attachments: [Planning and Zoning Meeting Minutes 27-July-2016.docx](#)

[Approval of Regular Meeting Minutes from September 28th, 2016.](#)

Attachments: [P&Z meeting minutes 9-28-16.docx](#)

IV. PUBLIC APPEARANCES

V. PUBLIC BUSINESS FROM THE FLOOR

VI. PUBLIC HEARINGS

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

[Approve \(SUBD 16-06\) Final Plat of the Replat of Tracts 2 & 3, Alpine Village Subdivision.](#)

[Applicant: Dwain Dunning](#)

Attachments: [DUNNING 9-16-16 V1 \(2\).pdf](#)

[Final Check List Dunning.docx](#)

[Dunning_Map.pdf](#)

IX. REPORTS

[Preliminary Flood Insurance Rate Maps \(FIRM\) from FEMA](#)

Attachments: [City of Valdez PRELIM TRANS-CEO_EAP_20160915.pdf](#)
 [2016_CRS_320 \(Newsletter\).pdf](#)

X. COMMISSION BUSINESS FROM THE FLOOR

XI. ADJOURNMENT



Agenda Statement

File #: 16-0153 **Version:** 1

Type: Minutes **Status:** Agenda Ready

File created: 9/30/2016 **In control:** Planning and Zoning Commission

On agenda: 10/12/2016 **Final action:**

Title: Approval of Regular Meeting Minutes from July 27th, 2016.

Sponsors:

Indexes:

Code sections:

Attachments: [Planning and Zoning Meeting Minutes 27-July-2016.pdf](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Approval of Regular Meeting Minutes from July 27th, 2016.

SUBMITTED BY: Click here to enter text.

Keri Talbott

FISCAL NOTES:

Expenditure Required:N/A.

Unencumbered Balance:N/A.

Funding Source:N/A.

RECOMMENDATION:

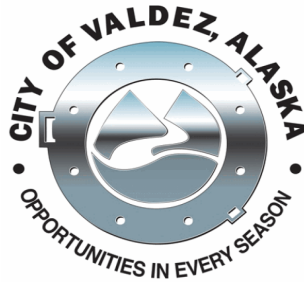
Approval of Regular Meeting Minutes from July 27th, 2016.

SUMMARY STATEMENT:

Approval of Regular Meeting Minutes from July 27th, 2016.

City of Valdez

*212 Chenega Ave.
Valdez, AK 99686*



Meeting Minutes

Wednesday, July 27, 2016

7:00 PM

Council Chambers

Planning and Zoning Commission

REGULAR AGENDA - 7:00 PM**I. CALL TO ORDER****II. ROLL CALL**

Present 7 - Chair Pro Tempore Jess Gondek
Commission Member Brandon Reese
Commission Member Harold Blehm
Commission Member Steven J Cotter
Planning Technician Keri Talbott
Director of Community & Economic Development Lisa Von Bargaen
Sr. GIS Planning Tech AnnMarie Lain

Excused 3 - Chair Donald Haase
Commission Member Kristian Fagerberg
Commission Member Roger Kipar

III. APPROVAL OF MINUTES**1. [Approval of Regular Meeting Minutes of June 22nd, 2016.](#)**

MOTION: Commission Member Cotter moved, seconded by Commission Member Reese, to approve of regular meeting minutes of June 22nd, 2016. The motion carried by the following vote after the following discussion occurred.

Yays: 4 - Chair Pro Tempore Gondek, Commission Member Reese, Commission Member Blehm, and Commission Member Cotter

Excused: 3 - Chair Haase, Commission Member Fagerberg, and Commission Member Kipar

IV. PUBLIC APPEARANCES**V. PUBLIC BUSINESS FROM THE FLOOR****VI. PUBLIC HEARINGS**

1. [\(EXCPT #16-01\) Exception for an Existing House Encroachment into the Western Side Yard Setback by 2 Feet for Lot 9A, Block 7, Mineral Creek Subdivision. Applicant: Myrna Dahl.](#)

Community member, Jim Sheppard, spoke at the Public Hearing about Lot 9A. He lives at an adjoining lot on Block 7. He said he has no objection to the requested Exception of Ms. Dahl's.

No other members of the public spoke after Mr. Shepard.

VII. NEW BUSINESS

1. [Approve \(SUBD 16-04\) Final Plat of ATS 621 Subdivision. Applicant: Jason C. Wells](#)

MOTION: Commission Member Reese moved, seconded by Commission Member Cotter, to Approve (SUBD 16-04) Final Plat of ATS 621 Subdivision if the approval is in conformance with the recommendation of the Ports and Harbor Commission and the Public Works Department. Applicant: Jason C. Wells. The motion carried by the following vote after the following discussion occurred.

Yays 4 - Chair Pro Tempore Gondek, Commission Member Reese, Commission Member Blehm, and Commission Member Cotter.

Excused 3- Chair Haase, Commission Member Fagerberg, and Commission Member Kipar.

No discussion occurred.

2. [\(Rezone #16-04\) Approve Recommendation to City Council to authorize the rezone of Lots 1, 2 & 3, Tract D, Port Valdez Subdivision, from R-A \(Single-Family Residential\) to C-R \(Commercial Residential\) with a condition. Applicant: Todd Wegner](#)

MOTION: Commission Member Reese moved, seconded by Commission Member Cotter, to Approve recommendation to City Council to authorize the rezone of Lots 1, 2, & 3, Tract D, Port Valdez Subdivision, from R-A (Single-Family Residential) to C-R (Commercial Residential) by removing condition number 2.. The motion carried by the following vote after the following discussion occurred.

Community Development Director, Lisa Von Bargaen, said the staff agrees the Rezoning should be allowed to take place. However, she said because the applicant is requesting a rezoning to a type of district that has potential to have uses under a permitted nature that could be incongruent with residential development (which is taking place next door to the property in question). Therefore, Ms. Von Bargaen

requested that a condition be placed on the rezone that states that any future change in use of the property must come before the planning and zoning commission as a conditional use, even as permitted, because the range of things that are permitted under the requested Commercial Residential rezone could have a significant impact on residential development.

As a second condition, Ms. Von Bargaen stated that the Commission indicated some concern about road access, and the inability of emergency vehicles to access the property during winter months. She mentioned how the Planning and Zoning Commission has previously issued a similar condition on another application where the owners of cabins were required to inform their guests that emergency vehicles may not be able to access their property. She said the current applicant will need to apply for a conditional use permit for the cabins because it's a CUP in the zoning district.

Commissioner Reese said he was the one who brought up the concerns regarding the inability of emergency vehicles to access the property in question, because of the welfare of potential renters. He asked Mr. Wegner if he planned on notifying potential renters about the limitations of emergency vehicles. Applicant, Mr. Todd Wegner replied, "Yes." He said the cabins aren't set up to be rented out during the winter, but it's possible they might be.

Commissioner Reese said that as long as Mr. Wegner's future clients were notified about the limitations of emergency vehicles entering his property, he doesn't see a problem with going forward.

Chair Pro Tempore, Jess Gondek, asked Mr. Wegner if he had any issues with the conditions of the rezone. Mr. Wegner replied, "No."

Ms. Von Bargaen said upon further thought, she'd like to add that condition two is much more appropriate for the CUP, for the process they have to go through-specifically for the rental cabins. I perfectly comfortable with striking condition two from that and going with condition one.

Mr. Gondek agreed. Mr. Reece moved to strike condition two. Mr. Cotter seconded the motion. Mr. Gondek asked if there was any public input or further discussion needed before they took a vote. Being none, they voted on the motion. Senior Administrative Assistant, Keri Talbott, read the votes; Four yea's, three absent; Commissioner Fagerberg, Commissioner Kipar, Commissioner Haase, motion carries.

Mr. Gondek asked the council to vote on the main item (the amended motion). Just Condition one.

Yays 4 - Chair Pro Tempore Gondek, Commission Member Reese, Commission Member Blehm, and Commission Member Cotter

Excused: 3-Chair Haase, Commission Member Fagerberg, and Commission Member Kipar

3. [CUP #16-03: Approval of Conditional Use Permit for Four \(4\) Rental Cabins on Lot 9, USS 5670 and Two \(2\) Rental Cabins on Lot 10, USS 5670. Applicant: Josh Swierk.](#)

MOTION: Commission Member Cotter moved, seconded by Commission Member Reese, to Post pone meeting until August 24th. CUP #16-03: Conditional Use Permit for Four (4) Rental Cabins on Lot 9, USS 5670 and Two (2) Rental Cabins on Lot 10, USS 5670 with the conditions outlined in the Findings & Conclusions, with four items to be brought back to Commission . The motion carried by the following vote after the following discussion occurred.

Mr. Gondek said he believes the City attorney said it all in terms of quashing the issue that came up with the CC and R's. "It seems cut and dry that we don't have a place to judge in that regard," Gondek said.

Ms. Von Bargen said she had a lengthy meeting with Mr. Dean Cummings yesterday, and provided him with a copy of the attorney's letter. However, she said and he is still concerned that somehow the City should still be able to enforce the covenants, she said she advised him that was not the case. She said Mr. Cummings expressed concern about the commissions willingness to approve the use of these cabins when they've been operated illegally (as they've been rented out prior to the permit being issued), and he was concerned about other violations that are happening on the property, according to Mr. Cummings.

Ms. Von Bargen pointed out that Mr. Cummings is present, and said she'd let him discuss his concerns. Von Bargen added that during her meeting yesterday, she told Mr. Cummings that traditionally the City has been advised by their attorney that our enforcement and permitting has to be separate, as there are many things that the City (specifically the Community Development Department) deals with, and therefore there is a need to deal with enforcement issues separately.

Ms. Von Bargen said although she is not defending the Swierk's renting the cabins before their permits were issued, it has taken an inordinately long time to get the permit process through the Community Development Department and the Commission. "The timing of that process is not excusable, so I understand their desire to be able to use the cabins for the summer season," Ms. Von Bargen said. "But it is also not acceptable for them to be doing stuff prior to their permit being issued."

Yays: 4 - Chair Pro Tempore Gondek, Commission Member Reese, Commission Member Blehm, and Commission Member Cotter

Excused: 3-Chair Haase, Commission Member Fagerberg, and Commission Member Kipar.

4. [Discussion Item | Airbnb and VRBO's](#)

Mrs. Lain explained that the way people have been utilizing and renting out rooms has been shifting for the last ten years or so. Traditionally people have operated bed and breakfasts out of their homes. Now there has been an exponential increase of VBRO's and Airbnb by owners and essentially those are found online. The City of Valdez Municipal Code does not address this type of use. This does not allow staff to determine where this type of use is allowed or appropriate. She stated that there has been a lot of discussion on how the City is going to address these rental uses. Discussion has been around the Public Accommodation Tax and whether it should apply to these places.

Mrs. Lain explained she was bringing this item to the Commission to address so that the code can be changed. Commissioner Cotter asked if staff had any examples of Cities the same size as Valdez and their codes in regards to Airbnb. Mrs. Lain explained there are examples, but they are all over the board. The city of Seward has grouped theirs into the Bed and Breakfast code and combined it as one. The Municipality of Anchorage is addressing it a little differently. Other entities collect the tax for the City.

Ms. Von Bargaen explained that there have been two requests this year for vacation rentals of the entire home. Defining regulations will not be that hard.

The group discussed differences between Airbnb, Vacation rentals, and types of rentals. Ms. Von Bargaen suggested that Valdez utilize a third party to collect bed tax like the City of Anchorage does. Code enforcement is challenging right now, and adding another item on the list of things to enforce by trying to collect bed tax from organizations is not optimal right now.

Mrs. Lain questioned the Commission if they wanted to regulate the Airbnb quota so that the housing market stays intact and that they don't face the same issues Denver is. Commissioner Cotter stated he did not think that Valdez would have the same issues, but the important thing was to get it so that the bed tax was being collected.

The Commission discussed how Denver's regulations would make sense for the City of Valdez. Mrs. Lain stated that it is not something they had to address right now, but could be addressed at a later time.

VIII. COMMISSION BUSINESS FROM THE FLOOR

Ms. Von Bargaen explained how the discussion by the Commission has brought them to a much better place. The in depth discussion and postponing of the action will help and be to the benefit of everyone.

IX. ADJOURNMENT

There being no further business, Chairman Haase adjourned the meeting at 8:34 P.M.



Agenda Statement

File #: 16-0154 **Version:** 1

Type: Minutes **Status:** Agenda Ready

File created: 10/3/2016 **In control:** Planning and Zoning Commission

On agenda: 10/12/2016 **Final action:**

Title: Approval of Regular Meeting Minutes from September 28th, 2016.

Sponsors:

Indexes:

Code sections:

Attachments: [P&Z meeting minutes 9-28-16.pdf](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Approval of Regular Meeting Minutes from September 28th, 2016.

SUBMITTED BY: Keri Talbott, Planning Technician

FISCAL NOTES:

Expenditure Required: NA

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

Approval

SUMMARY STATEMENT:

Approval of Regular Meeting Minutes from September 28th, 2016.



City of Valdez

212 Chenega Ave.
Valdez, AK 99686

Meeting Minutes

Planning and Zoning Commission

Wednesday, September 28, 2016

12:00 PM

Council Chambers

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

II. ROLL CALL

Present 9 - Chair Donald Haase
Chair Pro Tempore Jess Gondek
Commission Member Brandon Reese
Commission Member Harold Blehm
Commission Member Roger Kipar
Commission Member Steven J Cotter
Planning Technician Keri Talbott
Sr. Office Assistant Selah Bauer
Director of Community & Economic Development Lisa Von Bargaen

Excused 2 - Commission Member Kristian Fagerberg
Sr. GIS Planning Tech AnnMarie Lain

III. APPROVAL OF MINUTES

Commissioner Blehm wanted to know if Phyllis Johnson's questions were answered satisfactorily. The answer was yes.

Commissioner Blehm spoke about the history of Aleutian Village, in light of the environmental issues. Chairman Haase wants title to minutes added on website. In the minutes it just states minutes, but you have to click on the topic to see what the item is.

1. [Approval of Regular Meeting Minutes from August 31, 2016.](#)

MOTION: Commission Member Kipar moved, seconded by Commission Member Cotter, to Approve Regular Meeting Minutes from August 31, 2016. The motion carried by the following

vote after the following discussion occurred.

Yays: 6 - Chair Haase, Chair Pro Tempore Gondek, Commission Member Reese, Commission Member Blehm, Commission Member Kipar, and Commission Member Cotter

Absent: 1 - Commission Member Fagerberg

2. [Approval of the Regular Meeting Minutes of September 14, 2016.](#)

MOTION: Commission Member Reese moved, seconded by Commission Member Kipar, to Approve Regular Meeting Minutes of September 14, 2016. The motion carried by the following vote after the following discussion occurred.

Yays: 6 - Chair Haase, Chair Pro Tempore Gondek, Commission Member Reese, Commission Member Blehm, Commission Member Kipar, and Commission Member Cotter

Absent: 1 - Commission Member Fagerberg, and Sr. GIS Planning Tech Lain

IV. PUBLIC BUSINESS

V. NEW BUSINESS

1. [\(Rezone #16-07\) Approval of Recommendation to City Council to Rezone Lot 2, ASLS 78-139 from General Commercial \(G\) to Commercial Residential \(CR\).](#)

MOTION: Chair Pro Tempore Gondek moved, seconded by Commission Member Cotter, to Approve Recommendation to City Council to Rezone Lot 2, ASLS 78-139 from General Commercial (G) to Commercial Residential (CR). The motion carried by the following vote after the following discussion occurred.

Yays: 6 - Chair Haase, Chair Pro Tempore Gondek, Commission Member Reese, Commission Member Blehm, Commission Member Kipar, and Commission Member Cotter

Absent: 1 - Commission Member Fagerberg, and Sr. GIS Planning Tech Lain

2. [\(TLUP #16-03\) Approval of Temporary Land Use Permit with Western Marine for a Two-Acre Portion of Tracts V & W, South Harbor 2015 Subdivision.](#)

MOTION: Commission Member Cotter moved, seconded by Chair Pro Tempore Gondek, to 2. 16-0124 (TLUP #16-03) Approval of Temporary Land Use Permit with Western Marine for a Two-Acre Portion of Tracts V & W, South Harbor 2015 Subdivision. The motion carried by the following vote after the following discussion occurred.

Yays: 6 - Chair Haase, Chair Pro Tempore Gondek, Commission Member Reese, Commission Member Blehm, Commission Member Kipar, and Commission Member Cotter

Absent: 1 - Commission Member Fagerberg, and Sr. GIS Planning Tech Lain

VI. COMMISSION BUSINESS FROM THE FLOOR

Ms. Von Bargaen stated that initially they were scheduled to have a work session with the Public Works Director and the Police Chief regarding junk vehicle abatement. The original piece of property that was identified for car storage is not available due to some landfill issues. The two car issue needs are one for police impound and the other for junk car storage. The City Manager is not in town and the decision was made to postpone.

Lisa Von Bargaen spoke about the Annual Conference Alaska Chapter of the American Planning Association and whether or not the commissioners would like to attend it in Anchorage, in November. Mrs. Bauer will send out notices.

VII. ADJOURNMENT

There being no further business, Chairman Haase adjourned the meeting at 12:09 P.M.



Agenda Statement

File #: 16-0155 **Version:** 1

Type: New Business **Status:** Agenda Ready

File created: 10/9/2016 **In control:** Planning and Zoning Commission

On agenda: 10/26/2016 **Final action:**

Title: Approve (SUBD 16-06) Final Plat of the Replat of Tracts 2 & 3, Alpine Village Subdivision.
Applicant: Dwain Dunning

Sponsors:

Indexes:

Code sections:

Attachments: [DUNNING 9-16-16 V1 \(2\).pdf](#)
[Final Check List Dunning.pdf](#)
[Dunning Map.pdf](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Approve (SUBD 16-06) Final Plat of the Replat of Tracts 2 & 3, Alpine Village Subdivision.

Applicant: Dwain Dunning

SUBMITTED BY: AnnMarie Lain

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

Approve (SUBD 16-06) Final Plat of the Replat of Tracts 2 & 3, Alpine Village Subdivision. Applicant: Dwain Dunning

SUMMARY STATEMENT:

Dwain Dunning has submitted a Subdivision Application to increase the acreage of Tract 2 from 1.68 acres to 2.0 acres. The purpose of this plat is to replat Tract 2 & 3, Alpine Village Subdivision.

Notice was sent to all property owners within 300 feet of the property per Section 16.04.090 of the Valdez Municipal Code on July 29th, 2016.

16.04.090 Notification requirements.

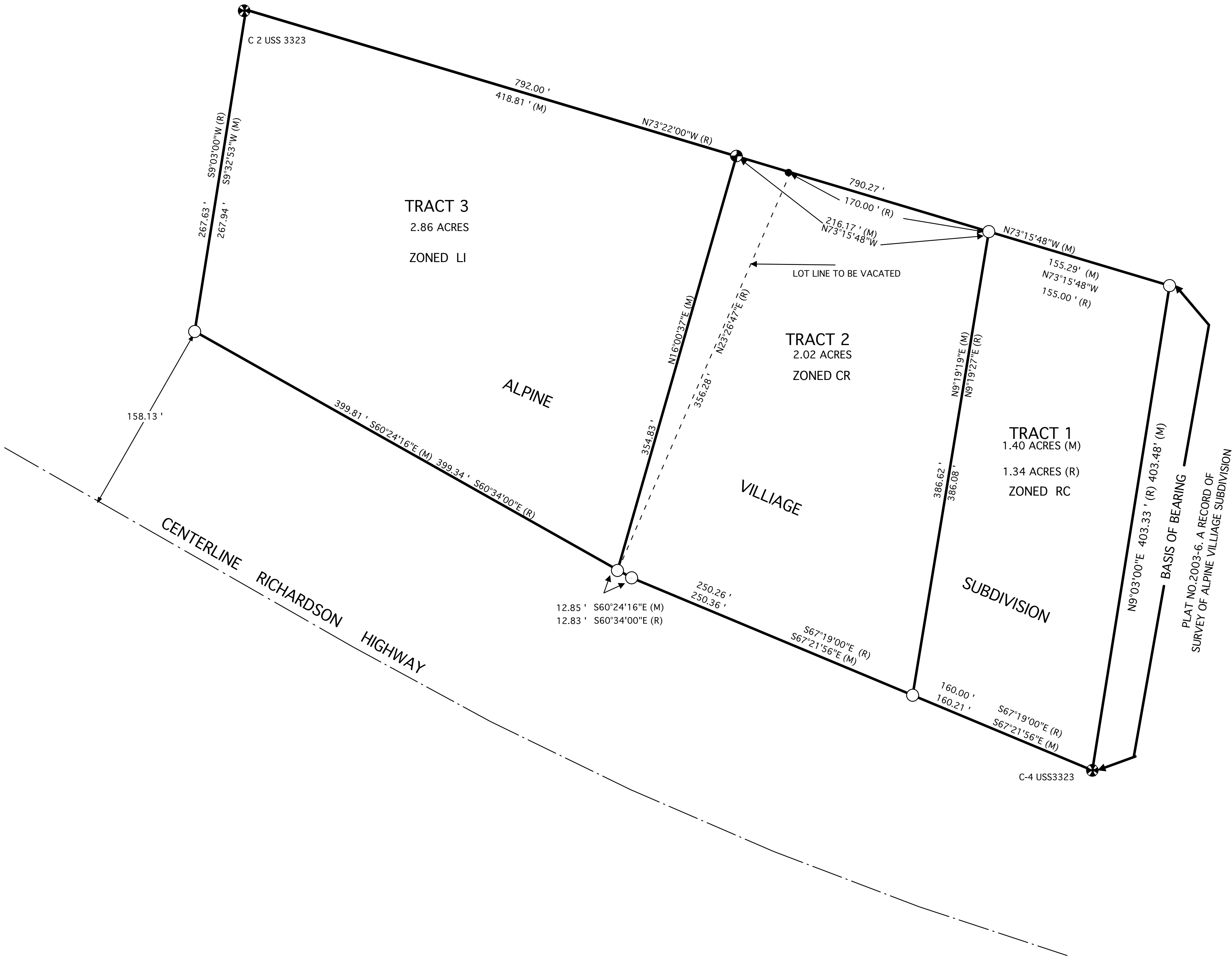
A. A notice shall be sent by mail at least ten days prior to the first scheduled meeting of the

Planning and Zoning commission to consider the preliminary plat approval to each owner of property within a distance of three hundred feet of the exterior boundary of the lot or parcel described in the application for subdivision.

B. Consideration of Evidence. The Planning and Zoning commission shall hear and consider evidence and facts from any person during preliminary and final plat approval or written communication from any person relative to the matter. The right of any person to present evidence shall not be denied for the reason that any such person was not required to be informed of such subdivision of land.

The preliminary plat was approved by the Planning and Zoning Commission on August 10th, 2016. The final plat checklist per Municipal Code is attached for your review. Staff has not received any comments from neighbors, utilities, or other notified agencies on the subdivision. Staff recommends the Planning and Zoning Commission approve (SUBD 16-06) final plat of the Replat of Tracts 2 & 3, Alpine Village Subdivision.

ATTACHMENTS: Final Plat Final Plat Checklist Map



NOTES:

- ALL RECORD DIMENSIONS FROM THE PLAT OF USS 3323, LOT 1 APPROVED JULY 23, 1958 AND A RECORD OF SURVEY OF ALPINE VILLIAGE SUBDIVISION RECORDED IN THE VALDEZ RECORDING DISTRICT ON MAY 7, 2003 AS PLAT NO.2003-6.
- THE PURPOSE OF THIS PLAT IS TO REPLAT AND CHANGE ZONING ON TRACTS 2 & 3, ALPINE VILLAGE SUBDIVISION.

LEGEND

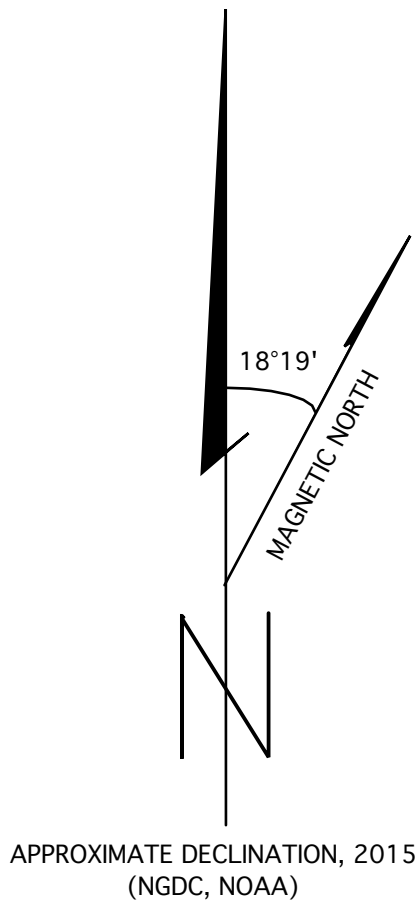
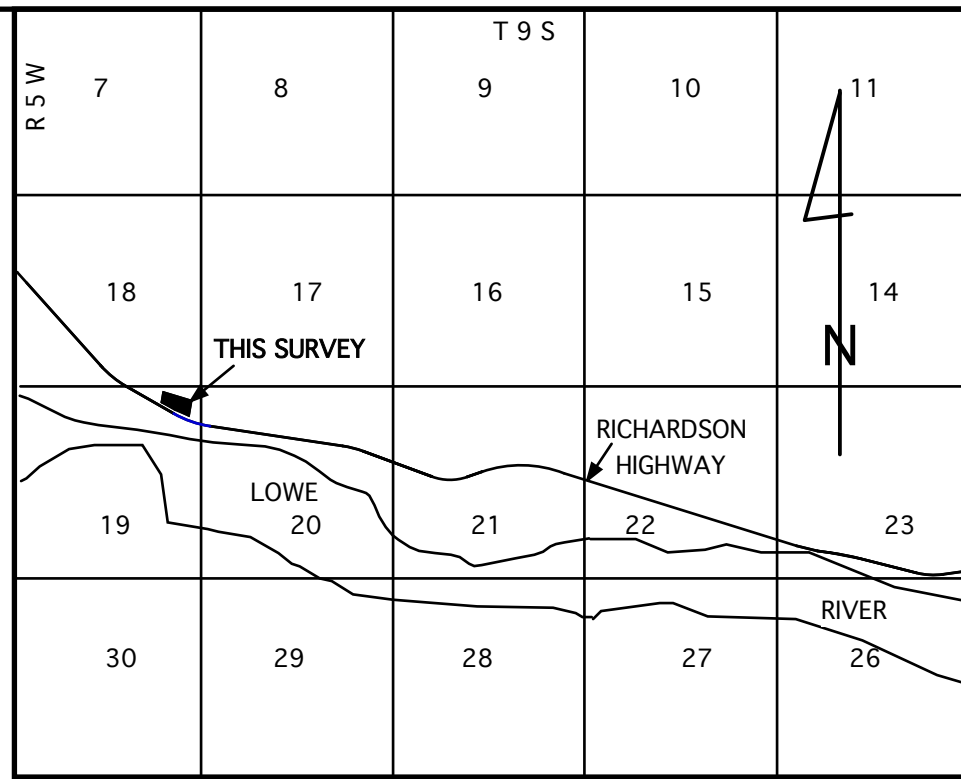
- MONUMENT SET THIS SURVEY (REBAR WITH CAP)
- MONUMENT OF RECORD
- MONUMENT RECOVERED THIS SURVEY (REBAR WITH CAP)
- BLM MONUMENT RECOVERED THIS SURVEY
- LOT LINE TO BE VACATED
- SURVEY OR BOUNDARY AFFECTED BY THIS REPLAT
- RECORD BEARING OR DISTANCE
- MEASURED BEARING OR DISTANCE



SURVEYORS CERTIFICATE

I HEREBY CERTIFY THAT I AM PROPERLY REGISTERED AND LICENSED TO PRACTICE LAND SURVEYING IN THE STATE OF ALASKA, AND THAT THIS PLAT REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, THAT THE MONUMENTS SHOWN HEREON EXIST AS DESCRIBED, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT.

DATE TERRY GILMORE
REGISTERED LAND SURVEYOR NO. 6709-S



CERTIFICATE OF OWNERSHIP

WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF TRACTS 2 & 3, ALPINE VILLAGE SUBDIVISION SHOWN HEREON AND THAT WE ADOPT THIS PLAT OF SUBDIVISION.

SIGNED DATE
DWAIN T. DUNNING
P.O. BOX 1876
VALDEZ, ALASKA 99686

SIGNED DATE
CYNTHIA DUNNING

NOTARY'S ACKNOWLEDGEMENT

THIS IS TO CERTIFY THAT ON THIS DAY OF 20, BEFORE ME THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, COMMISSIONED AND SWORN, PERSONALLY APPEARED

TO ME KNOWN TO BE THE PERSONS DESCRIBED IN AND WHO EXECUTED THE ABOVE AND FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT THEY SIGNED AND SEALED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN MENTIONED.

NOTARY OF THE PUBLIC

MY COMMISSION EXPIRES

CERTIFICATE OF PAYMENT OF TAXES

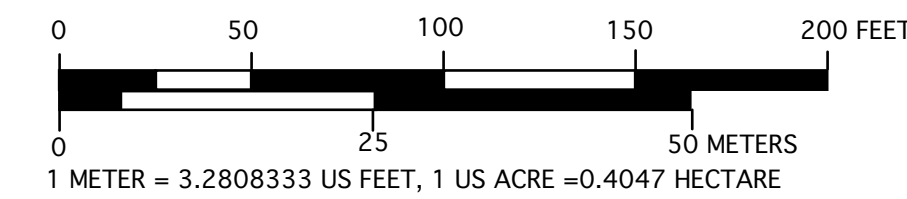
I, CITY CLERK FOR THE CITY OF VALDEZ, ALASKA, DO HEREBY CERTIFY THAT ALL TAXES LEVIED AGAINST TRACTS 2 & 3, ALPINE VILLAGE SUBDIVISION AS SHOWN ON THIS PLAT ARE PAID AS OF

SIGNED DATE
CITY CLERK

PLANNING AND ZONING COMMISSION

THIS PLAT CONFORMS TO THE REQUIREMENTS OF THE CITY OF VALDEZ PLANNING AND ZONING COMMISSION AND IS HEREBY APPROVED.

SIGNED DATE
CHAIRMAN



GILMORE AND ASSOCIATES
HC 60 BOX 216
COPPER CENTER, ALASKA 99573
(907) 822-3344

A REPLAT OF A TRACTS 2 & 3, ALPINE VILLAGE SUBDIVISION
LOCATED WITHIN USS 3323, SECTION 19, T9S, R5W, C.R.M. ALASKA
VALDEZ RECORDING DISTRICT

PREPARED FOR
DWAIN T. AND CYNTHIA DUNNING
P.O. BOX 1876
VALDEZ, ALASKA 99686
907-835-2277

SCALE 1"= 50'
CHECKED T.G.
DRAWN BY TG
DATE 9-19-2016

The tables below show the requirements for final plats and marks the status of each piece of form and content required in Valdez Municipal Code Sections 16.08.030 (Final Plat).

	Final Plat Requirements	Status
	X=Completed, Y=Partially Completed, O=Not Completed, N/A=Not Applicable, F=Following Approval	
A	The date, scale and north point;	X
B	The proposed subdivision name: which shall not be the same as the name of any plat previously recorded in the city;	X
C	The <u>name</u> and address of the owner(s), the surveyor preparing the plat and the name, address and telephone number of a primary contact person;	X
D	The location of the subdivision by township and range, section and meridian;	X
E	A small scale vicinity map at a scale of not less than one inch to the mile of the section or government subdivision of the section in which the subdivision lies, with the location of the subdivision indicated thereon;	X
F	Unless waived and made a condition of preliminary approval, the exact length and bearing of the exterior boundaries of the subdivision;	X
G	The location and names of adjacent subdivisions and the owners of adjoining parcels of unsubdivided land;	X
H	Zoning on and adjacent to the subdivision;	X
I	Location, widths and names of all existing and platted streets, or other public ways and easements, and utility rights-of-way, parks, cemeteries, watercourses, drainage ditches, permanent buildings, bridges and other pertinent data as determined by the director;	X
J	The water elevations of adjoining bays, lakes or streams at the date of the survey and the approximate mean high and mean low water elevations of such bays, lakes or streams;	X
K	If the subdivision borders a bay, lake or stream, the distances and bearing on a meander line established not less than twenty feet back from the mean high water mark of the bay, lake or stream;	N/A
L	Areas designated as wetlands by the U.S. Corps of Engineers or in adopted city plans or studies;	N/A
M	The layout, width and approximate grades of all new streets and rights-of-way, such as highways, easements for sewers, water mains and other public utilities;	N/A
N	The direction and distance to the nearest water and sewer mains;	N/A
O	The approximate dimensions and areas of lots;	X
P	The proposed building area for each lot; All area	X
Q	The approximate radii of all curves and length of the tangent between curves;	X
R	The approximate location and area of property proposed to be dedicated for public use or to be reserved by deed covenant for use of all property owners in the subdivision with the conditions, if any, of such dedication or reservation;	X
S	Utility easements along rear lot lines shall be at least ten feet wide. The platting authority may require wider utility easements along the rear lot lines of hillside lots. Whenever possible, utilities shall be placed in dedicated rights-of-way except where that placement conflicts with a city or state transportation project;	X
T	If the subdivision is proposed to be completed in several phases, the sequence of development must be indicated;	N/A
U	If after consultations with the director it is determined that the location of the proposed subdivision is such, the following information will be required to be included on the preliminary plat: areas known to be susceptible to geophysical hazards including but not limited to landslide, mud and earth flow, soil creep, soil liquefaction, avalanche chutes, run-outs, or wind blast shall be indicated. Subdivisions which include areas within the tidal wave run up zone as indicated on official city maps and adopted studies shall have these areas identified and labeled "not for human occupation, tidal wave run up area";	N/A
V	If the proposed subdivision is located on land that has a difference in elevation of greater than six percent, the following information shall be provided on the preliminary plat: contours at five-foot vertical intervals. All pertinent elevations should be shown and shall be based on the mean sea level. Where slope exceeds twelve percent, contour lines may be shown at a suitable interval not to exceed twenty feet. The area for which contour data is to be shown shall extend beyond the boundaries of the actual property being platted a distance which will adequately relate the plat to its surroundings. All vertical control shall be based upon mean high water as referenced by the National Oceanic and Atmospheric Administration Port of Valdez, sixty-one degrees eight minutes north, one hundred forty-six degrees twenty-one minutes west, North American 1927 Datum.	X

The following items are required on the plat for signature following approval of the plat:

1. Required certificates shall be printed on the plat in a form supplied by the director.

2. The certificate of ownership must be signed by all vested owners.
 - a. Other parties with a secured interest in the property to be subdivided or dedicated.
 - b. A standard form provided by the director may be signed and notarized, authorizing subdivision or dedication in place of signing the certificate on the plat.
 - c. Official seals of the attesting officers, of the land surveyor who prepared the plat and approval certificates from state agencies shall be placed on the plat.



TRACT 3 ALPINE VILLAGE

TRACT 2 ALPINE VILLAGE





Agenda Statement

File #: 16-0156 **Version:** 1

Type: Report **Status:** Agenda Ready

File created: 10/7/2016 **In control:** Planning and Zoning Commission

On agenda: 10/12/2016 **Final action:**

Title: Preliminary Flood Insurance Rate Maps (FIRM) from FEMA

Sponsors:

Indexes:

Code sections:

Attachments: [City of Valdez PRELIM TRANS-CEO_EAP_20160915.pdf](#)
[2016 CRS 320 \(Newsletter\).pdf](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Preliminary Flood Insurance Rate Maps (FIRM) from FEMA

SUBMITTED BY: AnnMarie Lain

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

Report Only

SUMMARY STATEMENT:

The Department of Homeland Security's Federal Emergency Management Agency (FEMA) has presented the City of Valdez with Preliminary copies of the updated Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) for the City of Valdez, Alaska. FEMA has posted digital copies of the preliminary FIRM and FIS report materials for community members to review at the following website: <https://hazards.fema.gov/femaportal/prelimdownload/>

FEMA will be scheduling a formal public meeting/workshop in early 2017. Comments may be sent to:

STARR Region X Service Center

20700 44th Ave W

Suite 110

Lynnwood, WA 98036

A Public Service Announcement was sent out on October 7th, 2016 by City staff to inform community members about the preliminary maps. An Ad was published in the Valdez star on October 12th, 2016. The City floodplain management webpage has been updated with the new information.

Attached to this report is the delivery letter from FEMA addressed to Mayor Ruth Knight, as well as the 2016 annual floodplain newsletter which was mailed to community members with property in the designated floodplain in September.



FEMA

PRELIM TRANS-CEO

The Honorable Ruth E. Knight
Mayor, City of Valdez
212 Chenega Avenue
Post Office Box 307
Valdez, Alaska 99686

Community Name: City of Valdez,
Valdez-Cordova Census Area,
Alaska
Community No.: 020094

Dear Mayor Knight:

We are pleased to present your community with Preliminary copies of the Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) report for the City of Valdez, Alaska for your review and comment. The Department of Homeland Security's Federal Emergency Management Agency (FEMA) has updated the effective FIRM and FIS report to reflect a new study in the area of the City of Valdez.

We have prepared the enclosed Preliminary version of the FIRM using a process that involves capturing flood hazard information in a digital format and plotting map panels using computer technology.

We are sending the Preliminary copies at this time to give your community an opportunity to review them. Additionally, in an effort to assist you in circulating the information, FEMA has posted digital copies of the [revised] FIRM and FIS report materials to the following Website: www.fema.gov/preliminaryfloodhazarddata. We will contact you shortly to schedule a formal community coordination meeting (a "Consultation Coordination Officer [CCO]" Meeting) to discuss the revised flood hazard information, ordinance adoption, and other frequently asked questions and concerns. In the meantime, we encourage you to circulate the enclosed copies as widely as possible among elected officials, staff, and other individuals or organizations in the community that would have an interest in the FIRM and FIS report so that they will have the opportunity to review them thoroughly before the formal community coordination meeting. The review period provides community officials and citizens in the affected communities with an opportunity to identify changes or corrections to non-technical information, such as corporate limits, road names, and stream names on the FIRM or in the FIS report. Comments may be sent to:

STARR Region X Service Center
20700 44th Ave W
Suite 110
Lynnwood, WA 98036

Please submit comments (digital format such as shape files preferred) no later than 30 days from the date of this letter. All comments and changes received during this review period will be incorporated, as appropriate, before the FIRM and FIS report become effective.

To assist your community in maintaining the FIRM, we have enclosed a Summary of Map Actions (SOMA) to document previous Letters of Map Change (LOMCs) (i.e., Letters of Map Amendment [LOMAs], Letters of Map Revision [LOMRs]) that will be superseded when the FIRM becomes effective. Information on LOMCs is presented in the following four categories: (1) LOMCs for which results have been included on the FIRM; (2) LOMCs for which results could not be shown on the FIRM because of scale limitations or because the LOMC issued had determined that the lots or structures involved were outside the SFHA as shown on the FIRM; (3) LOMCs for which results have not been included on the FIRM because the flood hazard information on which the original determinations were based is being superseded by new flood hazard information; and (4) LOMCs issued for multiple lots or structures where the determination for one or more of the lots or structures cannot be revalidated through an administrative process like the LOMCs in Category 2 above.

LOMCs in Category 2 will be revalidated through a single letter that reaffirms the validity of a previously issued LOMC; the letter will be sent to your community shortly before the effective date of the FIRM and will become effective one day after the FIRM becomes effective.

For the LOMCs listed in Category 4, we will review the data previously submitted for the LOMA or LOMR request and issue a new determination for the affected properties after the FIRM becomes effective upon request.

Your community should be aware that recently approved LOMCs, specifically LOMRs, may have been issued for your community. The LOMR process is dynamic and FEMA is reviewing LOMR applications regularly. To complete production of the Preliminary FIRMs which includes incorporating the effects of “mappable” LOMRs issued since the last map effective date, a specific cutoff was established. FEMA will address any approved LOMRs issued after the cutoff date when the final SOMA is distributed. If your community has concerns regarding a specific case, please submit the LOMR case number, as well as any appropriate documentation, to our FEMA Regional Office at Federal Regional Center, 130-228th Street, Southwest, Bothell, Washington 98021-8627 before the end of the comment or appeal periods discussed below to assist us in keeping the map up to date.

After the CCO Meeting, we will initiate a statutory 90-day appeal period for certain communities within the Valdez-Cordova Census Area. A statutory 90-day appeal period is required when FEMA adds or modifies Base (1-percent-annual-chance) Flood Elevations (BFEs), base flood depths, SFHAs, flood zone designations, or regulatory floodways within a community, as shown on the Preliminary FIRM. If your community is identified as requiring an appeal period, we will send you a letter approximately 2 weeks before the start of the 90-day appeal period to detail the appeal process. The letter will forward information regarding the notification that published in the FEDERAL REGISTER, notifications that will be published in local newspaper(s), and expected first and second newspaper publication dates. The appeal period will start on the second publication date. Additional information concerning the 90-day appeal period will be provided during the CCO meeting.

After the 30-day review and appeal periods have ended and we have addressed all comments/appeals, we will initiate final preparation of the FIRM and FIS report. The new FIRM and FIS report for your community will become effective approximately 7 to 10 months later. Before the effective date, you will be notified in writing of the official FIRM and FIS report effective date and asked to adopt floodplain ordinances or modify existing ordinances as necessary that correspond with the new FIRM or FIS report. If you or other community officials have any questions regarding floodplain ordinances, you may raise

them with our FEMA Regional Office or you may discuss those issues with your State NFIP Coordinator. Several months before the effective date, we will mail one set of printed copies of the finalized FIRM and FIS report and digital copies of the map and report products.

In addition to paper Preliminary copies of the DFIRM and FIS report, we are providing you with digital versions of the Preliminary products as electronic files in ESRI shapefile and PDF format on a DVD. Please remember these files are preliminary and should be replaced when the effective data is released. Questions regarding the digital files may be sent to RSCX@STARR-team.com.

Your community's comments on the Preliminary FIRM panels and FIS report are an important part of our review process, and we will consider them carefully before we publish the FIRM and FIS report in their final form. If you have any questions regarding the Preliminary copies of the FIRM and FIS report, please contact Dwight (Ted) Perkins (425) 487-4684. If you have general questions about mapping issues, please call our FEMA Map Information eXchange (FMIX), toll free, at (877) 336-2627 (877-FEMA MAP) or e-mail our FMIX staff at FEMAMapSpecialist@riskmapcds.com.

Sincerely,



Luis Rodriguez, P.E., Chief
Engineering Management Branch
Federal Insurance and Mitigation Administration

Enclosures:
FIRM and FIS report
DVD

cc: Ms. AnnMarie Lain, Senior Planning/GIS Technician, City of Valdez
Mrs. Sally Cox, State Risk Map Coordinator
Mr. Jimmy C. Smith, State NFIP Coordinator

bcc: Ms. Tamra Biasco, Risk Analysis Branch Chief
Katie Dopireala, CFM RSC10
FEDD File



Floodplain Newsletter

PHOTO: KCHU Tower threatened by Valdez Glacier Stream

2016 Edition

September 19, 2016

FEMA Funds Levee Analysis for Alpine Woods Area

On March 1st, 2016 City Council authorized FEMA to map the parcels adjacent to the Alpine Woods and Nordic Subdivision utilizing the procedures in the Levee Analysis and Mapping Approach (LAMP).

Properties adjacent to the levee system will be secluded from the upcoming FEMA FIRM Map updates. FEMA will be using the new procedures to determine associated flood risk to adjacent parcels with a more detailed analysis.

FEMA has allocated funding for the project for the fiscal year 2017.

The study, to be contracted October 1st, will include a 2D analysis to determine water flow between the levee segments.

This analysis will help homeowners determine the associated flood risks of living next to a levee system. It will also help policy makers develop a long-term flood resiliency plan.

-AnnMarie Lain CFM



FIRE VS FLOOD

If you live in a floodplain, the risk of damage to your home from flooding is **five times greater** than from fire.

INSIDE THIS ISSUE:

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What You Can Do in Advance!

If you live in a flood-prone area or behind a levee, don't delay!

PREPARE FOR A FLOOD

- ☐ Purchase flood insurance.
- ☐ Prepare an emergency kit that includes at least one large flashlight, a battery powered radio, spare batteries, candles, waterproof matches, and other items you would likely need in the event of a power outage.
- ☐ Store insurance papers, deeds, and other important records in a safe-deposit box or other secure location.

Flood-proof and protect your utilities. Retrofitting & protecting your home can help in time of flooding.

PREPARE YOUR HOME

- ☐ Elevate your furnace, water heater, and electric panel if they are susceptible to flooding.
- ☐ Install "check valves" in sewer traps to prevent floodwater from backing up into drains.
- ☐ Seal basement walls and storage crawl spaces with waterproofing compounds to avoid seepage.
- ☐ Keep heirlooms and other priceless possessions on an upper level, if possible, or in locations within your home that are least likely to flood.

PREPARE FOR AN EVACUATION

- ☐ Make a list of items to take with you in case of an evacuation (for example: clothing, cash and credit cards, prescription medications, eye glasses, mobile phones, etc.). Keep this list in a handy location.
- ☐ Determine an evacuation route you should take in the event of an emergency.
- ☐ Learn where official shelters are located and plan your route to the nearest shelter or other safe area. Consider whether any location along your planned route might flood.



**“Remember
T.A.D.D—Turn
Around Don’t
Drown. Currents
can be deceptive.”**

**Rivers are
Not the
Only
Flooding
Culprits.**

USGS to install stream-gauge on Valdez Glacier Stream

The City of Valdez will enter a Joint Funding Agreement with the United States Geological Survey (USGS) to continue to operate a stream-gauging station on the Lowe River and to install and operate a stream-gauging station on the Valdez Glacier Stream.

Stream-flow information is provided for a wide variety of uses including: flood prediction, water management and allocation, engineering design, research, and recreational safety and enjoyment. Data is displayed in real-time on the web (<http://waterdata.usgs.gov/nwis>).

There are three ways to access streamgauge data from the Lowe River.

- 1) Search for USGS Gauge #15226620 at <http://waterdata.usgs.gov/nwis>
- 2) Visit COV Floodplain Management homepage at <http://www.ci.valdez.ak.us/index.aspx?nid=411> and click on the quicklink to the right.
- 3) Get FREE stream-flow alerts via text message or email at <http://water.usgs.gov/wateralert/nwis>

Select Site Location by entering site number #15226620

Click on the map pin-point to Subscribe to Water Alert

Complete Subscription form, and enter a threshold condition.

REPLY to the one-time confirmation email for either alerts and you will receive notifications based on the threshold condition you selected!

Questions to ask yourself before developing:

Am I in the Special Flood Hazard Area?

Am I building, mining, dredging, filling, grading, paving, or excavating?

Am I storing equipment or large materials that could become dangerous or contribute to flooding issues in a flooding event?

**Don't Know?
Contact
Community
Development at
834-3450**

FLOODPLAIN DEVELOPMENT PERMITS ARE REQUIRED!



**FACT NUMBER
1**

Flooding will happen.

All rivers, streams, and lakes will flood eventually. This means that all levees will combat floodwaters at some point. Floods can happen to *anyone*.



**FACT NUMBER
3**

Risks associated with flooding vary.

You are responsible for knowing the threat you face from flooding. Don't assume that someone else is watching out for you. Take responsibility.

No levee is flood-proof.

Levees *reduce* the risk of flooding. But no levee system can *eliminate* all flood risk. A levee is designed to control a certain amount of floodwater. If a larger flood occurs, floodwaters can flow over the levee.



**FACT NUMBER
2**

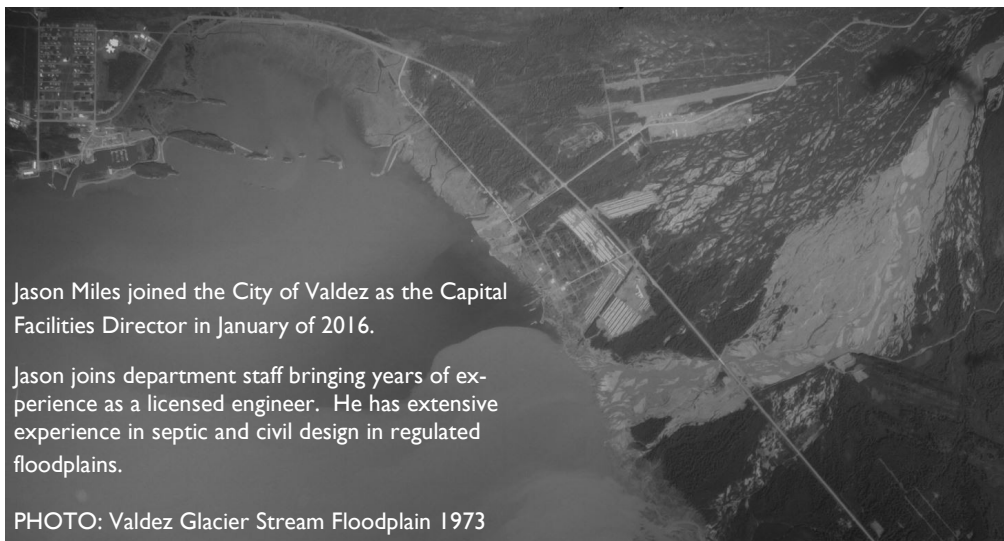
Actions taken now can save lives and property.

There are many steps you can take, from purchasing flood insurance to developing an evacuation plan. The sooner you act, the better off you will be when the next flood occurs.



**FACT NUMBER
4**

Valdez welcomes Jason Miles as new Certified Floodplain Manager



Jason Miles joined the City of Valdez as the Capital Facilities Director in January of 2016.

Jason joins department staff bringing years of experience as a licensed engineer. He has extensive experience in septic and civil design in regulated floodplains.

PHOTO: Valdez Glacier Stream Floodplain 1973

FEMA in the process of updating FIRM Flood Maps for Valdez

Over the last several years, FEMA has been working with the City to gather data on floodplains in an extensive effort to update the FEMA-issued Flood Insurance Rate Maps (FIRM). The regulatory FIRM identifies the Community's flood zones, base flood elevations, and floodplain boundaries.

This map is used to determine where the purchase of flood insurance is required for properties with federally-backed mortgages and is used by Staff to determine areas of development requiring floodplain development permits.

The regulatory maps that the City uses to determine Special Flood Hazard Areas were done in 1983 with limited quality data. In 2014 the City entered a Valdez Study Partnership

Agreement with FEMA by Council approval.

As encouraged by this agreement, Staff has been sharing study concerns with project staff and providing any information that would affect the modeling of the 1% annual chance event.

The preliminary map products will be delivered to the Mayor and the City by the end of September. FEMA will be scheduling a public meeting in the upcoming months to go over the preliminary products.

- 1) Review the proposed maps at: <https://www.commerce.alaska.gov/web/dcra/PlanningLandManagement/RiskMAP/CityofValdezRisk-MAPStudy.aspx>

- 2) Watch for a letter in the coming months about the public meeting.
- 3) Contact the City's certified floodplain manager with any questions.

Jason Miles, PE, CFM
907. 835.5478
jmiles@ci.valdez.ak.us
Capital Facilities
City of Valdez

AnnMarie Lain CFM
907.834.3450
alain@ci.valdez.ak.us
Community & Economic
Development
City of Valdez

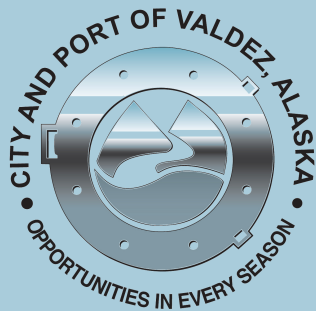
DID YOU KNOW?

FLOOD INSURANCE

The NFIP imposes a **30-day waiting period** following the purchase of flood insurance. This ensures that a policy is purchased and maintained throughout the year. Residents cannot purchase it in the wake of an impending flood or because they have heard very heavy rains are on their way. It has to be in place 30 days *before* a flooding event begins.

Know where to go! City of Valdez evacuation centers are as follows:

- **Downtown Valdez and surrounding areas – High School & Civic Center**
- **Airport Area – Airport Terminal & National Guard Armory**
- **Robe River Subdivision Area – Fire Station #3**
- **Alpine Woods Area – Fire Station #4**



CITY OF VALDEZ

ANNMARIE LAIN
Certified Floodplain Manager
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Fax: 907-834-3420
alain@ci.valdez.ak.us

STATE OF ALASKA
Certified Floodplain Manager
Ms. Taunnie Boothby
550 W 7th Ave, Suite 1770
Anchorage, AK 99501
PH: (907) 269-4583
FAX: (907) 269-4563
Taunnie.Boothby@alaska.gov

- **Federal Emergency Management Agency (FEMA)**
www.fema.gov/
- **Flood Insurance**
www.fema.gov/nfip/
- **Map Service Center**
www.msc.fema.gov/
- **National Flood Insurance Program—Flood SMART**
www.floodsmart.gov/floodsmart/
- **U.S. Army Corps of Engineers**
www.nwp.usace.army.mil/
- **State of AK, Floodplain Management**
www.flood.alaska.gov

Websites

City of Valdez 2016 Floodplain Newsletter

MAIL TO:

US POSTAGE
PAID
VALDEZ, AK
PERMIT NO. 11
VALDEZ, AK 99686

Let Us Help YOU!

City of Valdez
www.ci.valdez.ak.us

- Internet Floodplain Information:
[http://
www.ci.valdez.ak.us/
index.aspx?nid=411](http://www.ci.valdez.ak.us/index.aspx?nid=411)

Valdez Consortium Library
(Houses floodplain publications and info)
Phone: (907) 835-4632
Web: www.ci.valdez.ak.us/lib/

The City of Valdez provides FREE

- ☐ Technical Advice for reducing the flood hazard to personal or commercial property
- ☐ Development reviews for activities in the floodplain
- ☐ Information on how to retrofit drainage and other residential issues
- ☐ FIRM maps and floodplain determinations
- ☐ Handouts and brochures on disaster preparedness, flood-proofing, retrofitting, and much more!

City personnel have been trained by **FEMA** on flood-proofing techniques and are available to provide site-specific data concerning floor elevations and historical flood levels.

For these and more services, please contact the City's Community & Economic Development Department (834-3401) and ask for the following personnel:

Rusty Hansen,
Building Inspector,
rhansen@ci.valdez.ak.us,

and

AnnMarie Lain,
Certified Floodplain Manager,
alain@ci.valdez.ak.us.