



City of Valdez

212 Chenega Ave.
Valdez, AK 99686

Meeting Agenda - Final Planning and Zoning Commission

Wednesday, October 25, 2017

7:00 PM

Council Chambers

Regular Meeting

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

1. [Approval of the Planning & Zoning Commission Regular Meeting Minutes of August 9, 2017.](#)
2. [Approval of the Planning & Zoning Commission Regular Meeting Minutes of March 8, 2017.](#)
3. [Approval of the Planning & Zoning Commission Regular Meeting Minutes of May 10, 2017.](#)
4. [Approval of the Planning & Zoning Commission Regular Meeting Minutes of September 27, 2017.](#)

IV. PUBLIC BUSINESS FROM THE FLOOR

V. PUBLIC HEARINGS

1. [Public Hearing of a Petition from Geeks in the Woods to the Platting Authority requesting that the right-of-way easement and snow storage dedication for Kodiak Cove be vacated by the City of Valdez.](#)

VI. NEW BUSINESS

VII. COMMISSION BUSINESS FROM THE FLOOR

VIII. ADJOURNMENT



Agenda Statement

File #: 17-0532 **Version:** 1

Type: Minutes **Status:** Agenda Ready

File created: 8/15/2017 **In control:** Planning and Zoning Commission

On agenda: 10/5/2017 **Final action:**

Title: Approval of the Planning & Zoning Commission Regular Meeting Minutes of August 9, 2017.

Sponsors:

Indexes:

Code sections:

Attachments: [P & Z Meeting Minutes 08-09-2017](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Approval of the Planning & Zoning Commission Regular Meeting Minutes of August 9, 2017.

SUBMITTED BY: Sue Moeller

FISCAL NOTES:

Expenditure Required: N/A
Unencumbered Balance: N/A
Funding Source: N/A

RECOMMENDATION:

Approve the Planning & Zoning Commissioner regular meeting minutes of August 9, 2017.

SUMMARY STATEMENT:

Draft regular meeting minutes attached for Commission review and approval.



Agenda Statement

File #: 17-0533 **Version:** 1

Type: Minutes **Status:** Agenda Ready

File created: 9/1/2017 **In control:** Planning and Zoning Commission

On agenda: 10/5/2017 **Final action:**

Title: Approval of the Planning & Zoning Commission Regular Meeting Minutes of March 8, 2017.

Sponsors:

Indexes:

Code sections:

Attachments: [P & Z Meeting Minutes 3-8-2017](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Approval of the Planning & Zoning Commission Regular Meeting Minutes of March 8, 2017.

SUBMITTED BY: Sue Moeller, Administrative Assistant

FISCAL NOTES:

Expenditure Required: N/A
Unencumbered Balance: N/A
Funding Source: N/A

RECOMMENDATION:

Approve the Planning & Zoning Commission regular meeting minutes of March 8, 2017

SUMMARY STATEMENT:

Draft regular meeting minutes attached for Commission review and approval.



Agenda Statement

File #: 17-0534 **Version:** 1

Type: Minutes **Status:** Agenda Ready

File created: 9/5/2017 **In control:** Planning and Zoning Commission

On agenda: 10/5/2017 **Final action:**

Title: Approval of the Planning & Zoning Commission Regular Meeting Minutes of May 10, 2017.

Sponsors:

Indexes:

Code sections:

Attachments: [P & Z Meeting Minutes 5-10-2017](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Approval of the Planning & Zoning Commission Regular Meeting Minutes of May 10, 2017.

SUBMITTED BY: Sue Moeller, Administrative Assistant

FISCAL NOTES:

Expenditure Required: N/A
Unencumbered Balance: N/A
Funding Source: N/A

RECOMMENDATION:

Approve the Planning & Zoning Commission regular meeting minutes of May 10, 2017.

SUMMARY STATEMENT:

Draft regular meeting minutes attached for Commission review and approval.



Agenda Statement

File #: 17-0535 **Version:** 1

Type: Minutes **Status:** Agenda Ready

File created: 10/2/2017 **In control:** Planning and Zoning Commission

On agenda: 9/27/2017 **Final action:**

Title: Approval of the Planning & Zoning Commission Regular Meeting Minutes of September 27, 2017.

Sponsors:

Indexes:

Code sections:

Attachments: [9-27-17 P&Z Regular Meeting Minutes](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Approval of the Planning & Zoning Commission Regular Meeting Minutes of September 27, 2017.

SUBMITTED BY: Sue Moeller, Community Development Administrative Assistant

FISCAL NOTES:

Expenditure Required: N/A
Unencumbered Balance: N/A
Funding Source: N/A

RECOMMENDATION:

Approve the Planning & Zoning Commission Regular Meeting Minutes of September 27, 2017.

SUMMARY STATEMENT:

Draft regular meeting minutes attached for Commission review and approval.



Agenda Statement

File #: 17-0536 **Version:** 1

Type: Public Hearing **Status:** Agenda Ready

File created: 10/17/2017 **In control:** Planning and Zoning Commission

On agenda: 10/25/2017 **Final action:**

Title: Public Hearing of a Petition from Geeks in the Woods to the Platting Authority requesting that the right-of-way easement and snow storage dedication for Kodiak Cove be vacated by the City of Valdez.

Sponsors:

Indexes:

Code sections:

Attachments: [Geeks - 300ft Notification Map](#)
[Geeks in the Woods Re-Plat Concept](#)
[Geek in the Woods Petition Notification 101317](#)
[Pete Eagan Responce City of Valdez Public Notice -- Wed., 10-25-17 hearing](#)
[Petition to vacate Kodiak Cove Snow Storage Easement](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Public Hearing of a Petition from Geeks in the Woods to the Platting Authority requesting that the right-of-way easement and snow storage dedication for Kodiak Cove be vacated by the City of Valdez.

SUBMITTED BY: AnnMarie Lain, Community Development Director

FISCAL NOTES:

Expenditure Required: N/A
Unencumbered Balance: N/A
Funding Source: N/A

RECOMMENDATION:

Public Hearing Only

SUMMARY STATEMENT:

Alaska State Statute governs the process by which platted streets may be vacated, it states the following:

AS 29.40.120. Alteration or Replat Petition.

A recorded plat may not be altered or replated except by the platting authority on petition of the state, the borough, a public utility, or the owners of a majority of the land affected by the alteration or replat. A platted street may not be vacated, except on a petition of the state, the

borough, a public utility, or owners of a majority of the land fronting the part of the street sought to be vacated. The petition shall be filed with the platting authority and shall be accompanied by a copy of the existing plat showing the proposed alteration or replat.

The attached petition has been submitted by the owners of a majority of the land fronting the part of the street sought to be vacated. Attached is the petition submitted to the Planning and Zoning Commission as the Platting Authority for the City of Valdez.

AS 29.40.130. Notice of Hearing.

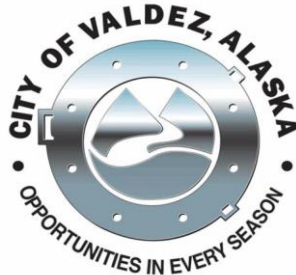
The platting authority shall fix a time for a hearing on an alteration or replat petition that may not be more than 60 days after the petition is filed. Notice shall be published by the platting authority stating when and by whom the petition was filed, its purpose, and the time and place of the hearing. The notice must generally describe the alteration or replat sought. The platting authority shall also mail a copy of the notice to each affected property owner who did not sign the petition.

The public hearing notice was sent to property owners within a 300ft radius of Kodiak Cove on October 13th, 2017. The public hearing notice was published on the City of Valdez website on October 19, 2017. Notice of the Public Hearing was posted at City Hall on October 19, 2017.

This is a public hearing only. The petition and public hearing notice are attached for review. The platting authority will make its decision on the merits of the proposal at the next Planning & Zoning Commission meeting on November 8, 2017. The vacation of the street and snow storage dedication will require consent of City Council.

City of Valdez

212 Chenega Ave.
Valdez, AK 99686



Meeting Minutes - Draft

Wednesday, August 9, 2017

7:00 PM

Regular Meeting

Council Chambers

Planning and Zoning Commission

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

The meeting was called to order by Chair Haase at 7pm.

II. ROLL CALL

Present 6 –Chair Donald Haase
 Chair Pro Tempore Jess Gondek
 Commission Member Kristian Fagerberg
 Commission Member Roger Kipar
 Commission Member Harold Blehm
 Commission Member Victor Weave

Excused 1 - Commission Member Brandon Reese

Also Present 3 –Director AnnMarie Lain
 Sr. GIS Planning Tech Paul Nylund
 Janessa Ables, Port Operations Manager

III. APPROVAL OF MINUTES

MOTION: Made by Commissioner Kipar and seconded by Commissioner Weaver to approve the Planning & Zoning Commission Regular Meeting Minutes of July 26, 2017. There was no discussion.

Motion passed with the following vote:

Yays: 6 - Chair Haase, Chair Pro Tempore Gondek, Commission Member Blehm, Commission Member Fagerberg, Commission Member Kipar, Commission Member Weaver

Absent:1 - Commission Member Reese

Attachments: [P&Z Regular Meeting 07-26-17](#)

IV. PUBLIC BUSINESS FROM THE FLOOR

There was no public business from the floor.

V. PUBLIC HEARINGS

There were no public hearings scheduled.

VI. NEW BUSINESS

1. Airport Industrial Subdivision Redevelopment Timeline

Attachments: [Draft Project Timeline](#) [Draft New Zoning District flowchart](#) [AIS Concept Acreage AIS](#)

Director Lain indicated that these were basically the same materials that were presented during the work session earlier this year, although the timeline has been updated and the project is in draft. Director Lain wanted everyone to make sure that the material accurately reflects the way the Commission wants to move forward. There was a lot of work done in 2015/2016 – the draft zoning district is attached. There was a question as to whether to keep the name of area PBR (Plane, Boat & RV) district or rename. As there was no discussion or disagreement about the name, it remains the same: PBR District.

Commissioner Haase asked why there was both red and blue printing on the proposed Chapter for the PBR District. Director Lain stated that the colors represented ideas added on different meeting dates.

Commissioner Kipar commented on Section 17.00.030 (Permitted accessory uses and structures), subsection C regarding the private storage of trucks up to 2.5 tons and skid steers or track loaders up to two thousand pounds. He suggested that the Commission do away with the weight restriction, thus doing preventing any unnecessary violations, as a lot of the snow removal equipment used around town weigh more than the limits on the restrictions. Director Lain added that the intent was to offer larger lots in order to store larger vehicles. Commissioner Gondek pointed out that as there were no weight restrictions for the plane or RV component of this Chapter, it would be unfair to add them just for trucks and other large road equipment.

Commissioner Kipar wanted to know how to prohibit one of these properties from turning into a junk yard. Director Lain said that the Code states what is allowed, and junk yards are allowed on land zoned Heavy Industrial, which the PBR District is not. Commissioner Kipar, noting how difficult it is to enforce zoning violations, encouraged the addition of a ‘Prohibited Use’ clause. Director Lain will run this through the legal department. Commissioner Haase pointed out that the list of uses did not require that the vehicles stored be operable. He asked how the rest of the Commission felt about the proposed uses. Commissioner Gondek thought that the description of uses was not representative of other descriptions in the Code.

Commissioner Haase encouraged the Commission to stick with the timeline and get this draft to Council, so the land can be put on the market. In the process, there will be a Public Hearing, so actions to the draft, if any, can be discussed and incorporated at that time. Director Lain stated that staff was committed to achieving the goals set by the Commission, and getting land on the market was a top priority. Director Lain verified that the draft was approved by the Commission to send out, and will initiate the next step of presenting a report to the City Council.

VII. REPORTS

1. Natural Hazard Mitigation Plan Update

Attachments: [LHMP Valdez May 9 2008 Revised 2014 Hazard Mitigation Working Document FEMA Expiration letter HAZ MIT Plan HAZ MITIGATION PLAN Required information](#)

Rochelle Rollenhagen, Senior Planner noted that while the Hazard Mitigation plan was out of date (as of 2013), there had been a lot of work done by Lisa VonBargen. Ms. Rollenhagen intends to use the new format as a starting point for updating f the Hazard Mitigation Working Document. Ms. Rollenhagen noted that FEMA was looking for a lot of public input and Ms. Rollenhagen was looking to the Commission as to how to proceed to accomplish a plan that fits with what FEMA wants and the Community needs. Ms. Rollenhagen would like to see the plan finished by the end of the year if possible, noting that the big task ahead was going to be the Vulnerability Assessments on all the topic hazards. Perhaps a group representative of Valdez (individuals and businesses, Parks and Rec., Harbors, businesses, LEPC) would be beneficial to making this a good product. Input from the Commissioners on how to proceed would be welcome, and could be incorporated into the plan. There was interest on the part of the Commission to form a subcommittee, and that will be presented as an action item and votes on in an upcoming meeting.

2. Mega Trucking LLC Temporary Land Use Permit 17-02 Report

Attachments: [Mega Trucking TLUP 1702 Application Mega Trucking Temp Land UsePermit1702](#)

Commissioner Kipar questioned whether the property lines as boundary for the permit will be evident, as there is just the one driveway into multiple pits. Ms. Lain noted that the property lines have been surveyed and it's up to Mega Trucking to abide by those lines. Those lines should be flagged, but director Lain will follow up on the lines being identified. Commissioner Blehm noted the permit dates covered a three week period. Director Lain said that when the conditional use permit is over, the lease Mega Trucking applied for will begin.

VIII. COMMISSION BUSINESS FROM THE FLOOR

Commissioner Kipar thanked Ms. Lain for her ongoing work keeping the Commission's goals moving forward. He also mentioned that he would like to see a work session on how to best process abatement issues. Ms. Lain explained that she is working on developing a work session with legal regarding how best to process and work with abatement issues.

Commissioner Blehm noted that given the department's changes, he's pleased with what is and has been getting done.

Commissioner Weaver agreed with Commission Kipar regarding desiring a work session addressing the role of the Commission with regards to abatement issues. A lot of the questions came down to legal issues.

Commissioner Fagerberg was wondering if the commission could get a report on Aleutian. Director Lain will ask the City Manager for an update.

Commissioner Haase announced that he will be out for the month of October.

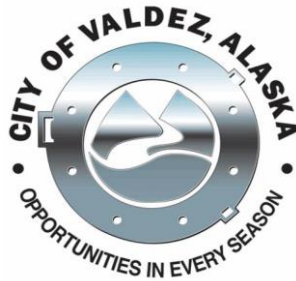
Director Lain noted that the Council approved a contract with Kimley Horn. Tasks being organized include engaging the community of Valdez in a branding and marketing process, and updating the City's Comprehensive Plan. The process will start with an engagement meeting on September 23rd, which is the same date as the next scheduled meeting of the P&Z Commission. Director Lain would like input for planning purposes: perhaps the P&Z commission can approve a work session with Kimley Horn and attend the Workshop meeting? Kimley Horn will be contacting the Commission regarding the City's Comprehensive Plan, and the Community Workshop could be a good information gathering opportunity. Director Lain will talk with the City Clerk to determine how best to accomplish the Commission attending the Valdez community Workshop Re-visioning Project should they so desire.

VIII. ADJOURNMENT

There being no further business, Chair Haase adjourned the meeting at about 7:45pm.

City of Valdez

212 Chenega Ave.
Valdez, AK 99686



Meeting Minutes - Draft

Wednesday, March 8, 2017

7:00 PM

Regular Meeting

Council Chambers

Planning and Zoning Commission

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

The meeting was called to order by Chair Haase at 7pm.

II. ROLL CALL

Present: Chair Haase, Commissioner Weaver, Commissioner Gondek, Commissioner Kipar, Commissioner Reese, and Commissioner Blehm

Absent: Commissioner Fagerberg

Also Present: Director Lisa VonBargen, Senior GIS Planning Technician AnnMarie Lain and Administrative Assistant Keri Talbott.

III. APPROVAL OF MINUTES

Approval of Regular Meeting Minutes from February 22, 2017

Attachments: [MeetingMinutes P&Z 02-22-17](#)

MOTION: Chair Pro Tempore Gondek moved, seconded by Commission Member Reese, to Approve the Regular Meeting Minutes from February 22, 2017.. The motion carried by the following vote after the following discussion occurred.

Chair Haase noted a couple of mistakes that need to be corrected, including a quote attributed to Chair Haase which was actually by Commissioner Weaver. The situation was reversed in the following paragraph. On page eight, in the second paragraph from the bottom again should change Chairman Weaver to Chair Haase.

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

Absent: 1 - Commission Member Fagerberg

IV. PUBLIC APPEARANCES

There were no public appearances from the floor.

V. PUBLIC BUSINESS FROM THE FLOOR

1. Mark Swanson – Chair Port & Harbor Commission
Topic: Valdez Waterfront Master Plan

In his capacity as a member of the Ports & Harbor Commission, Mr. Swanson noted that there was quite a bit of community input regarding further needs (boat repair, more ramps) within the discussion of the new harbor. Realizing that this involved more than just the Port & Harbor Commission, a package was presented that dealt with the waterfront properties around Valdez. Improvements, potential developments, and other items appeared on their “laundry list” of community wants/needs. Mr. Swanson thought that a lot of the ideas promised return on their

investment, and knew that other Commissions and the City Council needed to become involved. The Ports and Harbor Commission wanted to come to other Commissions, Mr. Swanson said, with questions for thought. In particular, there was a need to identify waterfront port and harbor user groups as to who should be involved in honing the list of potential user ideas, prioritizing that list, and determining how to develop those opportunities without additional burden being placed on the City or the taxpayers. Mr. Swanson pointed out that the use of creative zoning that marries up with economic development and the perceived use of the property by other departments (ex. Parks and Rec) would have a positive outcome. Once developed, the list of ideas-a Waterfront Master Plan- would be presented to the City Council for endorsement.

Mr. Swanson then brought up the next question as to which properties should be included in the Waterfront Master Plan. Based on the suggestions for use generated by the above process, where would the best location for that service be? And as they develop, how should the various waterfront properties work together? Are there any natural groupings of projects or ideas?

The presentation made today, Mr. Swanson related, was the result of brainstorming. No bad ideas. At some point there would need to be a prioritization of ideas, but that would happen after hearing from all the Commissions and the public.

Mr. Alan Sorenson noted that there needs to be a perspective that fits together the various areas. As an example, Mr. Sorenson pointed to the harbors – the old harbor and the new harbor. There needs to be a connection between the two that ties them together. Focus on what the natural connections are – what things seem to go together well-is probably the best advice we could get in this whole process.

Mr. Swanson stated that he would be happy to return to answer questions once the Commission had reviewed the information in the packet.

Chair Haase directed that this be put on the agenda for a later meeting with a response in writing to the Ports and Harbor Commission.

2. Further Business from the floor

Harold Blehm – Community Member

Topic: Park Model Mobile Homes Presentation

Mr. Blehm presented on an Alaska appropriate mobile homes. Mobile home fires usually result in a “scrape off”. Mr. Blehm presented the Maslow triangle, taking care of the physiological needs first: food, home, security. How do you build a labor force, a work force, a community without affordable housing? Mr. Blehm also included information on housing in Alaska: the average price of a new home, the affordability, the clear story, and the availability. He then went on to explain the presented house plans included in the presentation, the floor plan, the design, the appliances, the simplicity of the homes. Each home comes with a warranty; two of the units can be bolted together to increase the square footage of the home. There were comments regarding the building codes with regards to the Park Model Mobile Homes. Mr. Blehm encouraged the City to consider the idea of putting up the Park Model Mobile Homes, eventually producing them in Valdez.

VI. PUBLIC HEARINGS

There were no public hearings scheduled for this meeting.

VII. UNFINISHED BUSINESS

There was no unfinished business.

VIII. NEW BUSINESS

Approval of Preliminary Plat (SUBD# 17-01) of Anderson Robe River Subdivision

Attachments: [16025 Valdez Anderson Robe River Subdivision B01 L06A-8A](#)
[170301B PLAT.pdf](#)
[MemoFromFEMA.pdf](#)
[Prelim Check List Anderson.pdf](#)

MOTION: Commission Member Kipar moved, seconded by Commission Member Weaver, to Approve the Preliminary Plat (SUBD# 17-01) of Anderson Robe River Subdivision. The motion carried by the following vote after the following discussion occurred.

Commissioner Blehm asked when the memo from FEMA arrived – Ms. Lain indicated February 6th. FEMA has communities adopt new maps by indicating on the plat if the area in question is more restrictive; then the department is required to use the best available data, which is the preliminary data and state that on the plat. Commissioner Weaver asked if Mr. Allen Minish was informed of this and Ms. Lain indicated that Mr. Minish had adjusted the plat once he had received the information from FEMA. Ms. Lain explained that having the best available data on the plat, as the Certified Flood Manager, is required by law. In the event that someone turns in a building permit for a flood zone area, she must use the best available data to determine the elevation certificate-for the safety of the builder and the buyer.

The validity of the mapping process underwent some discussion. Explaining delays to a property owner is difficult, as it appears the process is holding up the project. Commissioner Reese said that erring on the side of caution in accepting the more restrictive map is for the safety of the consumer. He added that if you're going to build something, it needs to be built in an area that is safe, not devalue later, and have no surprises for anyone.

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

Absent: 1 - Commission Member Fagerberg

IX. REPORTS

Staff reports by Ms. Lain: Selah Bauer has been promoted to Planning Technician but until replacement for her administrative duties is hired, she will be covering both positions. Both the administrative position and the Senior Planning position have been posted, and the hope is to fill those as soon as possible. Lisa VonBargen would like to arrange for a joint work session with the City Council and the Planning & Zoning Commission on Abatement Issue.

X. COMMISSION BUSINESS FROM THE FLOOR

Commissioner Kipar thanked AnnMarie and the Department for their continued work.

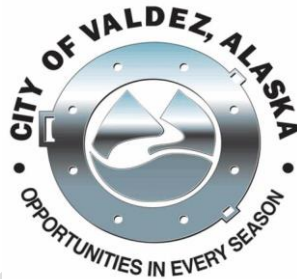
XI. ADJOURNMENT

As there was no further business, the meeting was adjourned at 8:24pm.

DRAFT

City of Valdez

212 Chenega Ave.
Valdez, AK 99686



Meeting Minutes - Draft

Wednesday, May 10, 2017

7:00 PM

Regular Meeting

Council Chambers

Planning and Zoning Commission

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

The meeting was called to order by Chair Pro Tempore Gondek at approximately 7:00pm.

II. ROLL CALL

Present 5 - Chair Pro Tempore Jess Gondek
Commission Member Brandon Reese
Commission Member Harold Blehm
Commission Member Kristian Fagerberg
Commission Member Victor Weaver

Excused 2 - Chair Donald Haase
Commission Member Roger Kipar

Also Present 3 – Director Lisa VonBargen, Sr. Planner/GIS Technician AnnMarie Lain,
and Administrative Assistant Selah Bauer

III. APPROVAL OF MINUTES

There were no new minutes to approve.

IV. PUBLIC APPEARANCES

There were no public appearances from the floor.

V. PUBLIC BUSINESS FROM THE FLOOR

There was no public business from the floor.

VI. PUBLIC HEARINGS

There were no public hearings scheduled.

VII. UNFINISHED BUSINESS

There was no unfinished business at this time.

VIII. NEW BUSINESS

1. Approval of a Recommendation to Council to Dispose of Lot 11, Block 7, Robe River Subdivision for Public Sale by Sealed Bid.

Attachments: [3310 Eagle AvenueAppraisal.PDF](#)

[318-1984-84-2.pdf](#)

[3310 Eagle Ave.pdf](#)

[VMC Chapter4.pdf](#)

Motion to approve made by Commissioner Fagerberg, and seconded by Commissioner

Weaver.

Commissioner Blehm noted that the location of the property needs to be corrected in the appraisal paperwork as it states the property is in Alpine Woods. Senior Planner/GIS Technician AnnMarie Lain noted another area that needed to be corrected and said that if the Commission approved the recommendation, the title company would be able to release a clear title on June 28, due to a seven year required timeline for foreclosed properties. Motion carried by the following vote:

Yays: 5- *Chair Pro Tempore Gondek, Commission Member Reese, Commission Member Blehm, Commission Member Fagerberg, Commission Member Weaver*

Absent: 2 - *Chair Haase, and Commission Member Kipar*

2. Approval of Tideland Lease with Valdez Fisheries Development Association for Approximately 3.5 Acres of ATS 564 and Parcel A, ATS 564

Attachments: [LeaseApplication_VFDA.pdf](#)
[LyndonVFDA_Final.pdf](#)

Motion was made by Commissioner Fagerberg to approve, with a second by Commissioner Reese.

Commissioner Weaver recused himself from the vote, as he has a conflict of interest. No discussion ensued regarding the subject.

Yays: 4- *Chair Pro Tempore Gondek, Commission Member Reese, Commission Member Blehm, Commission Member Fagerberg*

Abstain: 1- *Commission Member Weaver*

Absent: 2 - *Chair Haase, and Commission Member Kipar*

3. Approval of Tideland Lease with Lynden for Approximately 4 Acres of ATS 564

Attachments: [LeaseApplication_Lynden.pdf](#)
[LyndonVFDA_Final.pdf](#)

MOTION: Commission Member Fagerberg moved, seconded by Commission Member Weaver, to Approve Tideland Lease with Lynden for Approximately 4 Acres of ATS 564. The motion carried by the following vote after the following discussion occurred.

Commissioner Blehm asked if there were going to be any “spillover” on the property by the neighboring entities. Any conflicts with the fisheries? Mr. Mike Wells, Executive Director of the Valdez Fisheries Development Association, replied that he did not believe there would be any

conflict. VFDA is looking to level out some of the tidelands to get more net pen storage. So for the majority of the time – March thru mid September, the Fisheries won't have any net pens over there anyway. Motion carried after the following vote:

Yays: 5- Chair Pro Tempore Gondek, Commission Member Reese, Commission Member Blehm, Commission Member Fagerberg, Commission Member Weaver

Absent: 2 - Chair Haase, and Commission Member Kipar

4. Approval of Land Lease with Mega Trucking, LLC for Tract B, ASLS 98-26, a 6.82 parcel along Richardson Hwy.

Attachments: [TractB_ASLS9826_LeaseApplication.pdf](#)
[MegaTrucking_Application.pdf](#)
[ASLS 9826_Patent.pdf](#)
[SOA Business License 2016-2017.pdf](#)

MOTION: Commission Member Blehm moved, seconded by Commission Member Reese, to Approve Land Lease with Mega Trucking, LLC for Tract B, ASLS 98-26 a 6.82 parcel along Richardson Hwy. The motion carried after the following discussion:

Commissioner Fagerberg recused himself from this agenda item, as he has a conflict of interest in that he may work for a competing company.

Commissioner Reese asked if the vegetation at the highway level going to be removed, or will there be some screen hiding the construction pit/equipment. Mr. Jessie Passin, Mega Trucking stated that it has been advised that a 50 foot buffer be maintained. Commissioner Reese then asked if a wetlands permit was needed in that area. Mr. Passin answered that the group had been working with DNR in getting all the permits they need to proceed.

With regards to the actual area involved within the lease parameter, Senior Planner/GIS Technician AnnMarie Lain pointed out that the aerial imagery from the City GIS and the aerial imagery from the State GIS may differ slightly, which is why there is a map accuracy disclosure in the right hand corner of the document. Ultimately the lessee will be responsible for making sure that they're operating within the boundaries of the actual plat. The GIS aerial imagery is a representation of the area, but not necessarily survey grade.

Commissioner Blehm brought up some concern regarding the approach to the highway as it appeared very steep; also, oncoming traffic would need to be made aware of the trucks with a light or sign or something due to the lack of visibility. He also asked about the permit from DNR for the Mineral Extraction-what was the status of that? Mr. Passin replied that he was hoping all the permits would be available last week, but that did not happen. Commissioner Blehm suggested that an alternate entry to the leased property would be beneficial and suggested the State land near the pit. Mr. Passin said that that driveway was zigzag to the pit and would

require additional permitting. He went on to say that the current leasing area wasn't on a corner, and there was visibility both directions, so it presented the best option at this time.

Director VonBargen noted that one of the requirements of this lease is that Mega Trucking will be responsible for meeting the needs of the gravel extraction plan for the southern Glacier Stream that is going on now. Ms. Lain clarified that the lease under discussion was not a gravel extraction lease; it was a straight up land lease to store equipment and extracted gravel from the streambed. Mr. Passin identified a front end loader and an excavator as the only equipment that would usually be stored on the property.

Mr. Passin will verify that extracting/mining are included in Mega Trucking's business registration.

Commission Blehm asked that since the land is zoned Public, is it allowed to be used for gravel extraction? Ms. Lain responded that Public land is eligible for a Conditional Use Permit allowing for the extraction of natural resources. It is staff's opinion, she added, that if code allows for the extraction of natural resources, it would also allow for the storage of natural resources. Depending on the legal opinion, this may require a CUP or a rezone request on the part of the lessee.

Chair Pro Tempore called for a vote on the lease approval.

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

Abstain: 1-Commissioner Fagerberg

Absent: 2 - Chair Haase, and Commission Member Kipar

IX. REPORTS

Lisa Von Bargen said she has officially taken a City Manager job in Wrangell, Alaska. She said she is sad to go, but this is a great career opportunity for her. Commissioner Reese thanked her for her service to the City, and the Commissioners congratulated her on her new job.

X. COMMISSION BUSINESS FROM THE FLOOR

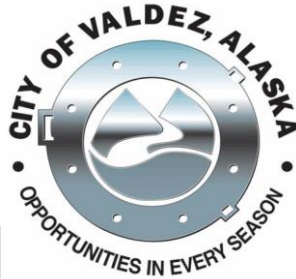
There was no commission business from the floor.

XI. ADJOURNMENT

There being no further business, Chair Pro Tempore Gondek adjourned the meeting at approximately 8pm.

City of Valdez

212 Chenega Ave.
Valdez, AK 99686



Meeting Minutes - Draft

Wednesday, September 27, 2017

7:00 PM

Regular Meeting

Council Chambers

Planning and Zoning Commission

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

The meeting was called to order by Chair Haase at 7pm.

II. ROLL CALL

Present 5 - Chair Donald Haase
Commission Member Brandon Reese
Commission Member Harold Blehm

Commission Member Kristian Fagerberg
Commission Member Victor Weaver

Excused 3 - Chair Pro Tempore Jess Gondek
Commission Member Roger Kipar

Also Present 3 - Director of Community Development AnnMarie Lain
Administrative Assistant Sue Moeller
Sr. GIS Planning Tech Paul Nylund

III. APPROVAL OF MINUTES

1. Approval of the Planning & Zoning Commission Regular Meeting Minutes of April 14, 2017.

MOTION: Commission Member Reese moved, seconded by Commission Member Weaver, to approve the Planning & Zoning Commission regular meeting minutes of April 14, 2017. The minutes were approved as presented by the following vote:

Yays: 5 - Chair Haase, Commission Member Reese, Commission Member Blehm,
Commission Member Fagerberg and Commission Member Weaver

Absent: 2 - Chair Pro Tempore Gondek, and Commission Member Kipar

2. Approval of the Planning & Zoning Commission Regular Meeting Minutes of September 13, 2017.

MOTION: Commission Member Reese moved, seconded by Commission Member Weaver, to approve the Planning & Zoning Commission regular meeting minutes of September 13, 2017. The minutes were approved as presented by the following vote:

Yays: 5 - Chair Haase, Commission Member Reese, Commission Member Blehm,
Commission Member Fagerberg and Commission Member Weaver

Absent: 2 - Chair Pro Tempore Gondek, and Commission Member Kipar

IV. PUBLIC BUSINESS FROM THE FLOOR

There was no public business from the floor.

V. NEW BUSINESS

1. Approval of (SUBD 17-04) Final Plat for Totem Inn Subdivision, Creating Lots 1B, 2A, 3A, 4A and 5A of Block 41A, Totem Inn Subdivision. Applicant James M. Williams.

MOTION: Commission Member Reese moved, seconded by Commission Member Fagerberg, to approve (SUBD 17-04) final plat for Totem Inn Subdivision, creating lots 1B, 2A, 3A, 4A and 5A of Block 41A, Totem Inn Subdivision. The motion carried by the following vote after the following discussion occurred.

Commissioner Blehm noted that on the final checklist, there was an unchecked box

labeled “curves and radii” leading him to believe that the information had not been submitted. Would they be submitted later? Senior GIS/Planner Paul Nylund said that the information was on the Plat, and in fact the box should have been checked.

Allen Minish, Wrangell Mountain Technical Services, the surveyor on this project, said that there were going to be a little change on the monumentation symbols that are shown on the plat once it is printed off. Mr. Minish said that there were a couple of things that had changed out there; otherwise, nothing will change on the plat other than the small symbol of the dot that’s on the corner.

Yays: 5 - Chair Haase, Commission Member Reese, Commission Member Blehm,
Commission Member Fagerberg and Commission Member Weaver

Absent: 2 - Chair Pro Tempore Gondek, and Commission Member Kipar

VI. REPORTS

1. Kimley-Horn Scoping Report

This was an information only report presented by staff on behalf of Kimley-Horn describing the process to be undertaken-their “scope of work” so to speak. Phase I is already in progress, as noted by the public meeting described by Site Visit I. Mr. Nylund said that typically this type of report can take up to four years to complete, but Kimley-Horn will get this done for COV in 2 ½ years. At that time, we’ll also have a new Comprehensive Plan. Deputy City Clerk Allie Ferko summarized the plan for Kimley-Horn, identifying some action plan benchmarks that Kimley-Horn will use to determine where Valdez is currently at, and where the City wants to be. Benchmarks such as housing, changes in zoning regulations, beautification, city services, and recreational opportunities are all areas they will be studying. Ms. Ferko noted that they’ve already been to Valdez, having done one-on-one interviews and focus groups, and they’ve sat down with the Deputy City Clerk and the Economic Development Director Martha Barberio to identify who Kimley-Horn should talk to. Kimley-Horn was here for a week and will be back for several more site visits. Commissioner Reese voiced a hope that there would be specific plans for specific groups, so that there was accountability and progress. Ms. Ferko added that the Kimley-Horn project places emphasis on all the city’s demographics in order to hear a variety of voices for needs and wants.

VII. COMMISSION BUSINESS FROM THE FLOOR

Commissioner Blehm asked about an update on Aleutian Village. He was told that the City Manager, Elke Doom, had reported on its status at the last Planning & Zoning meeting, and her comments were briefly summarized by the other Commissioners.

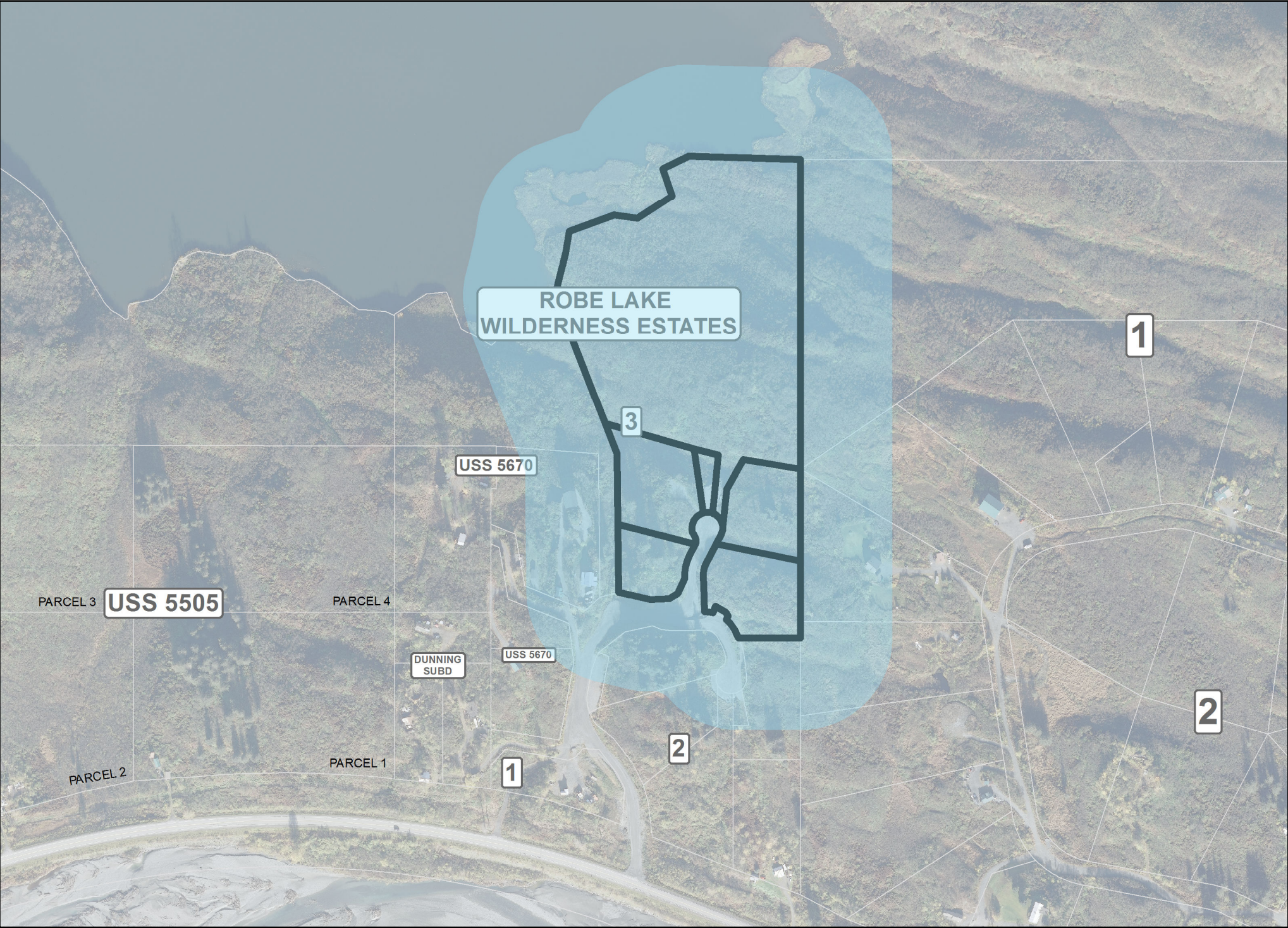
Commissioner Weaver asked about the status of the VFDA lease; Mr. Nylund had no additional information, stating that Kate Huber, Planning Technician was monitoring all of the leases.

VIII. ADJOURNMENT

With there being no further business, Chair Haase adjourned the meeting at approximately 7:30pm.

SM
10/2/2017

DRAFT



The error of closure of this survey does not exceed 1:10,000.

All bearings shown are true bearings as oriented to the basis of bearing and all distances are reduced to horizontal field distances.

The natural meanders of the ordinary high water line form the true ends of ROBE LAKE WILDERNESS ESTATES. The approximate of ordinary high water line, as shown, is for area computations only, the true corners being on the extension of the sidelines and their intersection with the natural meanders of ROBE LAKE.

Phillips Surveying played no part in the design of this subdivision.

ST OF AK

USS 5503 ZONED HC
USS 5503 ZONED HC
USS 5503 ZONED HC



LAKE

ROBE

30' WIDE PRIVATE RECREATION EASEMENT

5445
Kodiak Cove
LOT 4
ZONED CR

ZONED WC

ZONED WC

LOT 3
ZONED CR

ZONED CR

BLOCK 3

5331
Cummings Way

5325
Lake View Dr
LOT 8
USS 5670

3.39 ACRES

ZONED CR
NOT PART
OF THIS PLAT

5328
Lake View Dr

LOT 2A
USS 5670

ZONED RR
NOT PART
OF THIS PLAT

5295
Dunning Dr
PLAT #79-9
LOT 1C
ZONED RR

5' UTILITY EASEMENT
5' UTILITY EASEMENT

5442
Kodiak Cove
LOT 2
ZONED CR

5440
Kodiak Cove
LOT 1
ZONED CR

SNOW LOT
5444
Tesslina Ln

5451
Tesslina La
LOT 6
ZONED CR

5450
Tesslina Lane
LOT 3
ZONED CR

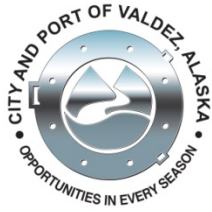
5312

5318
Lake View Dr
LOT 9
USS 5670

0.92 ACRES
ZONED CR
NOT PART OF THIS PLAT

5443
Kodiak Cove
LOT 5
ZONED CR

5453



City of Valdez
ALASKA

Department of Community

**NOTICE OF A PETITION FROM
GEEKS IN THE WOODS
TO THE PLATTING AUTHORITY**

Lee and Lucus Brown of Geeks in the Woods are the owners of Lots 1-6, Block 3, Robe Lake Wilderness Estates. As the owners of all the lots that front Kodiak Cove, Mr. Lee and Lucas Brown have filed a petition to the platting authority requesting that the right-of-way easement and snow storage dedication for Kodiak Cove be vacated by the City of Valdez.

As required by Alaska State Statute, the petition will go before the Planning & Zoning Commission for a Public Hearing **on October 25th, 2017 at 7pm** in the City Council Chambers (211 Fairbanks Drive). The public is invited to attend the meeting and provide your comments. If you wish to comment on the petition and cannot attend the meeting, please provide your comments to the Community & Economic Development Department in writing or via e-mail to alain@ci.valdez.ak.us. Staff will then pass them on to the Planning & Zoning Commission. A large scale plat is available for review at our office in City Hall.

If you have any questions please contact AnnMarie Lain at (907) 834-3425 or stop by our window in City Hall at 212 Chenega Avenue.

AnnMarie Lain
Community Development Director
City of Valdez

From: [Eagan, Pete \(DOT\)](#)
To: [AnnMarie Lain](#)
Subject: City of Valdez Public Notice -- Wed., 10-25-17 hearing
Date: Tuesday, October 17, 2017 3:02:11 PM
Attachments: [img-X17044057-0001.pdf](#)
Importance: High

AnnMarie Lain, Community Development Director alain@ci.valdez.ak.us 908-834-3425

Hi Ms. Alain --

While this isn't exactly a DOT issue, we're well acquainted with surveys, platting, relinquishments, etc., so here's my two cents' worth -- I think their request should be denied.

They might own all of the lots, but the lots themselves aren't going away. They could sell one or all of them at any time, at which time there'd be a need for both legal road access and snow storage. Also, an unsuspecting buyer might rely on the plat, and not realize that things had changed.

It might be OK if they do this in a re-plat that assembles all of these lots back into one, but that's not what they're asking for -- so, it's a bad idea to vacate the access and the snow storage when multiple lots are involved.

I could not blow the plat up to read it (poor resolution), it appeared to be quite confusing, and it was only the 1st sheet of 4. I'd have a lot more questions if this more directly involved DOT.

But, based on what I see, my advice is to deny the request.

I hope this helps.

Pete Eagan Property Mgmt. Supervisor, ADOT&PF, Northern Region ROW
451-5401

-----Original Message-----

From: Fair, Heather S (DOT)
Sent: Tuesday, October 17, 2017 1:21 PM
To: Shurr, Martin D (DOT) <martin.shurr@alaska.gov>; Shook, Cora V (DOT) <cora.shook@alaska.gov>; Eagan, Pete (DOT) <pete.eagan@alaska.gov>; Sakalaskas, Jason (DOT) <jason.sakalaskas@alaska.gov>
Subject: FW: OCT 25 HEARING: City of Valdez Public Notice
Importance: High

FYI, I just received this notice and it is for a hearing next week. Please let me know what comments you submit directly to City of Valdez.

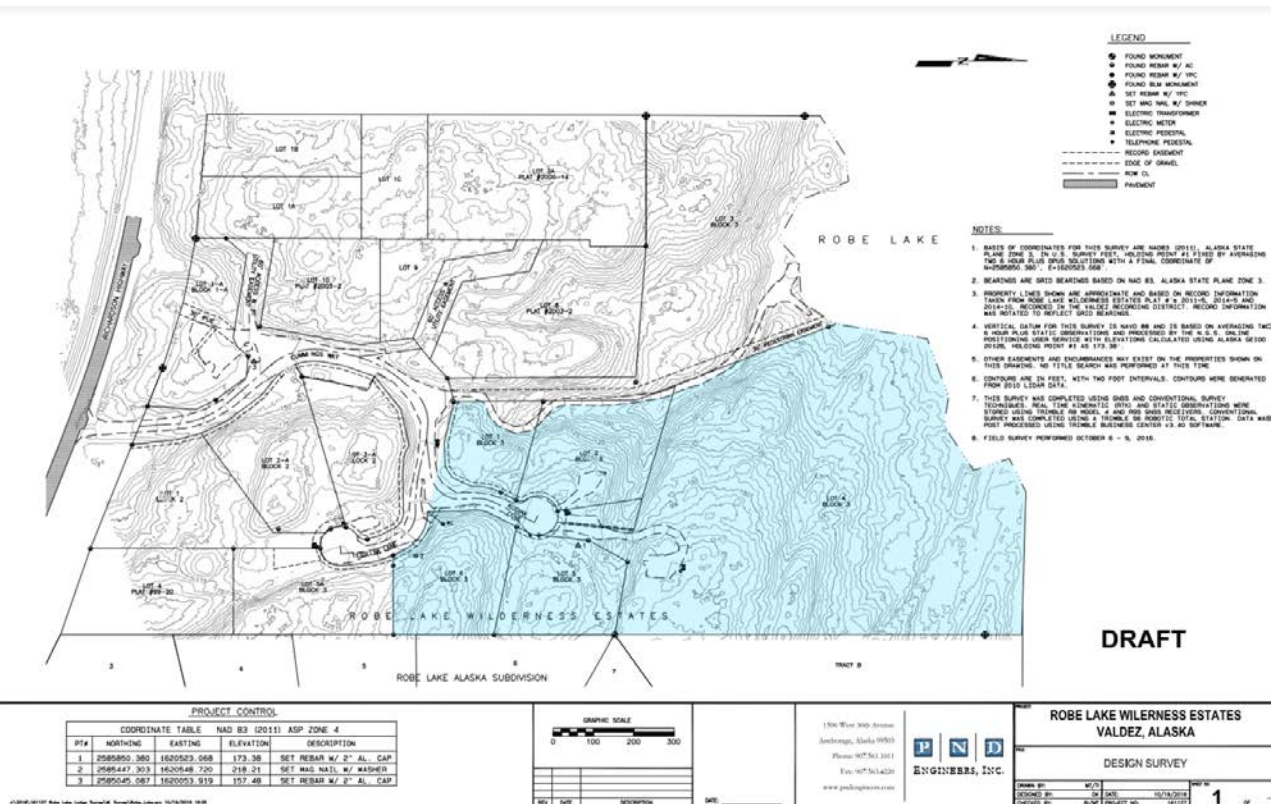
Heather Fair
Statewide Right-of-Way Chief
907.465.6954

-----Original Message-----

From: Shepherd, Catherine E (DNR)
Sent: Tuesday, October 17, 2017 8:28 AM
To: Fair, Heather S (DOT) <heather.fair@alaska.gov>; Cox, Clark A (DNR) <clark.cox@alaska.gov>
Subject: City of Valdez Public Notice

All
FYI
Thanks

Catherine Shepherd
Natural Resource Specialist II
550 W. 7th Ave., Suite 1050A
Anchorage, AK 99501-3579
Phone 907-269-8134



[illegible]

The Brown brothers seek to acquire the Kodiak Cove roadway and accompanying snow storage lot.

By vacating the Right-of-Way and Snow Storage Easement of Kodiak Cove, the city can decrease its costs to maintain that section of the roadway.

Thus, Geeks in the Woods will be able to provide a better experience for its guests, which should ultimately attract young tech professionals and their families to Valdez.