

# **City of Valdez**

**212 Chenega Ave.  
Valdez, AK 99686**



## **Meeting Minutes - Draft**

**Wednesday, December 11, 2019**

**7:00 PM**

**Regular Meeting**

**Council Chambers**

**Planning and Zoning Commission**

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

Chair Gondek called the meeting to order at 7:00 p.m. in Valdez City Council Chambers.

**II. ROLL CALL**

Present: 5 – Chair Jess Gondek  
Commissioner Donald Haase  
Commissioner Brandon Reese  
Commissioner Rhonda Wade  
Commissioner Roger Kipar

Excused 2: – Commissioner Steve Goudreau  
Commissioner Harold Blehm

Also Present: 3 – Kate Huber, Interim Director  
Paul Nylund, Sr. Planner  
Danae Gilfillan, Administrative Assistant

**III. APPROVAL OF MINUTES****1. Planning and Zoning Regular Meeting Minutes of August 8, 2018**

MOTION: Commissioner Haase moved, seconded by Commissioner Kipar, to approve the Planning and Zoning regular meeting Minutes of August 8, 2018. The motion carried by the following vote after the following discussion occurred.

Commissioner Haase noted some corrections to the meeting minutes. Ms. Kate Huber, Interim Director said staff had received the corrections via email from Commissioner Haase and had updated the document accordingly. There were no further comments.

VOTE ON THE MOTION:

Yays: 5 – Chair Gondek, Commissioner Haase, Commissioner Reese, Commissioner Wade, Commissioner Kipar

Excused: 2– Commissioner Goudreau, Commissioner Blehm

**2. Planning and Zoning Regular Meeting Minutes of October 10, 2018**

MOTION: Commissioner Haase moved, seconded by Commissioner Reese, to approve the Planning and Zoning Commission regular meeting minutes of October 10, 2018. The motion carried by the following vote after the following discussion occurred.

There was no discussion.

VOTE ON THE MOTION:

Yays: 5 – Chair Gondek, Commissioner Haase, Commissioner Reese, Commissioner Wade, Commissioner Kipar

Excused: 2– Commissioner Goudreau, Commissioner Blehm

**3. Planning and Zoning Regular Meeting Minutes of October 24, 2018**

MOTION: Commissioner Haase moved, seconded by Commissioner Reese, to approve the Planning and Zoning Commission regular meeting minutes of October 24, 2018. The motion carried by the following vote after the following discussion occurred.

There was no discussion.

VOTE ON THE MOTION:

Yays: 5 – Chair Gondek, Commissioner Haase, Commissioner Reese, Commissioner Wade, Commissioner Kipar

Excused: 2– Commissioner Goudreau, Commissioner Blehm

#### **IV. PUBLIC BUSINESS FROM THE FLOOR**

There was no public business from the floor.

#### **V. NEW BUSINESS**

- 1. Approval of Preliminary Plat for Mineral Creek Stephens Subdivision (SUBD #19-07), a Replat of a portion of Lot 24 Block 1 Mineral Creek Subdivision (Plat #75-10 V.R.D.), and Lot 25A, Fireweed Hill Subdivision (Plat #2014-14 V.R.D.), creating Lots 25B and 24A of Block 1, Mineral Creek Stephens Subdivision**

MOTION: Commissioner Haase moved, seconded by Commissioner Reese, to approve the preliminary plat. Staff will continue to work with the surveyor and landowner to insure all final plat requirements are met before bringing this plat back to the commission for final approval. The motion carried by the following vote after the following discussion occurred.

No Commissioners had comments. There being no further discussion, Chair Gondek invited a vote on the motion.

VOTE ON THE MOTION:

Yays: 5 – Chair Gondek, Commissioner Haase, Commissioner Reese, Commissioner Wade, Commissioner Kipar

Excused: 2– Commissioner Goudreau, Commissioner Blehm

- 2. Approval of Preliminary Plat for Slim Blood Addition #3, a Replat of Lots 1 and 2 of Slim Blood Addition #2, Plat #79-4, Valdez Recording District**

MOTION: Commissioner Haase moved, seconded by Commissioner Kipar, to approve the preliminary plat. Staff will continue to work with the surveyor and landowner to ensure all final plat requirements are met before bringing this plat back to the commission for final approval. The motion carried by the following vote after the following discussion occurred.

No Commissioners had comments. There being no further discussion, Chair Gondek invited a vote on the motion.

VOTE ON THE MOTION:

Yays: 5 – Chair Gondek, Commissioner Haase, Commissioner Reese,

Commissioner Wade, Commissioner Kipar

Excused: 2– Commissioner Goudreau, Commissioner Blehm

VI. **REPORTS**

1. **Interim Director's Report**

Ms. Huber welcomed Commissioners Kipar and Wade to renewed terms on the Commission. She also noted there would be a full agenda for the next meeting, which was scheduled for the day after Christmas. Ms. Huber requested that the Commissioners let her know if they were going to be in town, so she could inform applicants that there was a quorum.

Ms. Huber added that they were working with Legal and the Clerk's Office as competing land sale and lease applications arose to establish a procedure. She added that the Department was working on year-end projects including business registration renewals, and closing out open building permit files, and catching up on meeting minutes.

Ms. Huber said staff was preparing for a work session on Commission goals and priorities for January 8, 2020. She said the City Clerk was planning to attend.

VII. **COMMISSION BUSINESS FROM THE FLOOR**

Commissioner Kipar noted that over the past few years he had made comments during commission business that he had not followed up on and said he had promised himself he would in the future. He said he felt the Commission continually set goals without any results and used the example of the city previously intending to extend public utilities, but never came to fruition.

Commissioner Reese welcomed Commissioners Kipar and Wade back to the Commission, and said he appreciated staff's hard work. Chair Gondek also thanked staff for their work.

VIII. **ADJOURNMENT**

There being no further business, Chair Gondek adjourned the meeting at 7:15 p.m.