

### **Meeting Agenda - Final**

### **Planning and Zoning Commission**

Wednesday, May 10, 2023	7:00 PM	Council Chambers

**Regular Meeting** 

### **REGULAR AGENDA - 7:00 PM**

- I. CALL TO ORDER
- II. ROLL CALL
- III. PUBLIC BUSINESS FROM THE FLOOR
- IV. NEW BUSINESS

Approval of Temporary Land Use Permit #23-05 for End of the Road Ren Fair for an Approximately 8-Acre Portion of 251 Pioneer Drive, Lot 2, Block 2, Mineral Creek Mineral Creek Subdivision (N Barney Meyring Park Strip) Owned by the City of Valdez

Approval of Preliminary Plat for USS 4868 Kennedy Subdivision, a Re-Subdivision of United States Survey 4868 Lot 3 Tract 1 Plat 95-12, Creating Tracts 1A and 1B USS 4868 Kennedy Subdivision.

V. REPORTS

Planning Director's Report

VI. COMMISSION BUSINESS FROM THE FLOOR

Legislation Text

File #: 23-0255, Version: 1

### ITEM TITLE:

Approval of Temporary Land Use Permit #23-05 for End of the Road Ren Fair for an Approximately 8-Acre Portion of 251 Pioneer Drive, Lot 2, Block 2, Mineral Creek Mineral Creek Subdivision (N Barney Meyring Park Strip) Owned by the City of Valdez <u>SUBMITTED BY:</u> Nicole LeRoy, Planner

### FISCAL NOTES:

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

### **RECOMMENDATION:**

Approve temporary land use permit #23-05 for End of the Road Ren Fair for an approximately 8-acre portion of 251 Pioneer Drive, Lot 2, Block 2 Mineral Creek Subdivision (N Barney Meyring Park Strip) owned by the City of Valdez.

### SUMMARY STATEMENT:

End of the Road Ren Fair applied for a temporary land use permit for use of an approximately 8-acre portion of 251 Pioneer Drive, Lot 2, Block 2, Mineral Creek Subdivision for June 16<sup>th</sup>-18<sup>th</sup>, 2023. The request is for use of the north portion of the Mineral Creek park strip for a renaissance fair open to the public. The event will include a vendor square, food vendor area, stage, and game area (see attached application narrative for details.) The event is scheduled to take place June 17<sup>th</sup>, with the 16 <sup>th</sup> and 18<sup>th</sup> as set-up and break-down days.

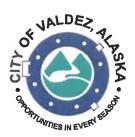
Economic Development Director, Chief of Police, and Parks and Recreation Director were solicited for comments on the application and expressed no objection. The applicant has agreed to work with Valdez Police Department, and Economic Development Department for any in-kind service requests.

Use of the property under this permit will not constitute a nuisance, and no permanent alteration of the land will occur.

Pursuant to Valdez Municipal Code 17.48.140 (G) & (H), temporary land use permit requests exceeding 5 acres in size may be granted by the Planning and Zoning Commission. End of the Road Ren Fair has requested a fee waiver pursuant to Policy 5100-01 City Fee Waiver which will be presented to City Council for a vote if this permit is approved.

Per VMC 17.48.140 H 3, if temporary land use permit 23-05 is approved by the Planning and Zoning Commission, the decision will be reported to City Council.

3



## CITY OF VALDEZ TEMPORARY LAND USE PERMIT APPLICATION

All fields are required. If not applicable, please mark with N/A or dash.

Office Use Only					
Application Number	23-05	Date Received	4/02/2023		
Initials	NL	Zoning District	Public Lands		
Permitted Use?	Yes X No				
APPLICANT INFORMATION					
Name	End of The Road Ren tair your office				
Phone	(407)-255-0401 (907)-835-6586				
Email	Voldez Lenaissance Fostival Coordack.com				
Mailing Address	PC Box 1/32				
	Valder, Alk 99	1686	*		

**REPRESENTATIVE INFORMATION** (*if applicable*)

Name	Zudre Cormon
Phone	907-255-0401
Email	Zodie Cecutlock.com
Mailing Address	PG Box 1132
	Valdez, AV. 99686

### **PROPERTY INFORMATION**

Property Owner Name	
	Lot Block Subdivision/Survey Mireral Crack
Physical Address	251 Pioneer Dr Valder, Ak 99686
Property Description	North Side Barney Meyring Park
Proposed Use of Area	(attach a narrative, if more detail is required)
Using for m	renaissance festival on June 17th, Frest will incluede
Stoge, Vendors	games, activites,

Total Use Area Dimensions	
_ Term Requested	June 16-17 Sam - Spm Applicant amended request to June 16th-18th to
Parking Area Dimensions	accommodate set-up and breakdown - NL
TEMPORARY BUILDINGS/STI	RUCTURES (if applicable)
Detail the number of tempore	iry buildings, and the dimensions, type, and use for each.
35 10x10 Tents 1	Er vendors, I stage for prefermens, tables + 3 terts
for food verdor	
ORGANIZATION TYPE	
Individual	Corporation
Sole Proprietorship	Non Profit
Partnership	Other (please explain)
ADDITIONAL MATERIALS REG	QUIRED (the following must be submitted when applying for a TLUP)
Site Plan (including lot bou	ndaries, use area boundaries, parking dimensions, and proposed temporary buildings)
Certificate of Liability Ins	urance (may be submitted following approval, but is required prior to permit issuance)
State of Alaska Business	License (and any applicable professional licenses)
City of Valdez Business R	egistration
	DATE
(Your signature above certifie: included on this form is accure	s that you are the official representative of this business and that all information ate.)

### **ADDITIONAL INFORMATION**

Forms may be emailed to **planningdept@valdezak.gov** or dropped off at the Planning Window in City Hall. For a fillable PDF form, visitvaldezak.gov/275/City-Forms

To submit via mail, send to the following address: **Planning Department City of Valdez PO Box 307 Valdez, AK 99686** 

#### **QUESTIONS?**

Call the City of Valdez Planning Department at 907-834-3401 or email planningdept@valdezak.gov.

Alaska Business License # 2174978

### Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business, and Professional Licensing PO Box 110806, Juneau, AK 99811-0806

This is to certify that

## End Of The Road Ren Fair

PO Box 1132, Valdez, AK 99686

owned by

Zadie Carman

is licensed by the department to conduct business for the period

February 9, 2023 to December 31, 2023 for the following line(s) of business:

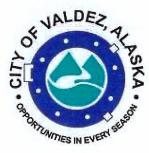
54 - Professional, Scientific and Technical Services; 56 - Administrative, Support, Waste Management and Remediation Services; 71 - Arts, Entertainment and Recreation; 81 - Other Services (except Public Administration)



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location. It is not transferable or assignable.

Julie Sande Commissioner



# CITY OF VALDEZ 2023 BUSINESS REGISTRATION

### End Of The Road Ren Fair

Physical Address: PO Box 1132 City: Valdez State / Province: AK Postal / Zip Code: 99686

Owner: Zadie Carman Phone: (907) 255-0401

**BUSINESS DESCRIPTION:** End Of The Road Ren Fair **BUSINESS TYPE:** tourism/recreation

**APPROVED BY:** 

Kate Hulen

VALID FROM: Tuesday, March 7, 2023 EXPIRES: 12/31/2023 COV Business ID: 2023-392

This license is non-transferable and is issued in compliance with the City of Valdez, AK per Valdez Municipal Code 5.04.

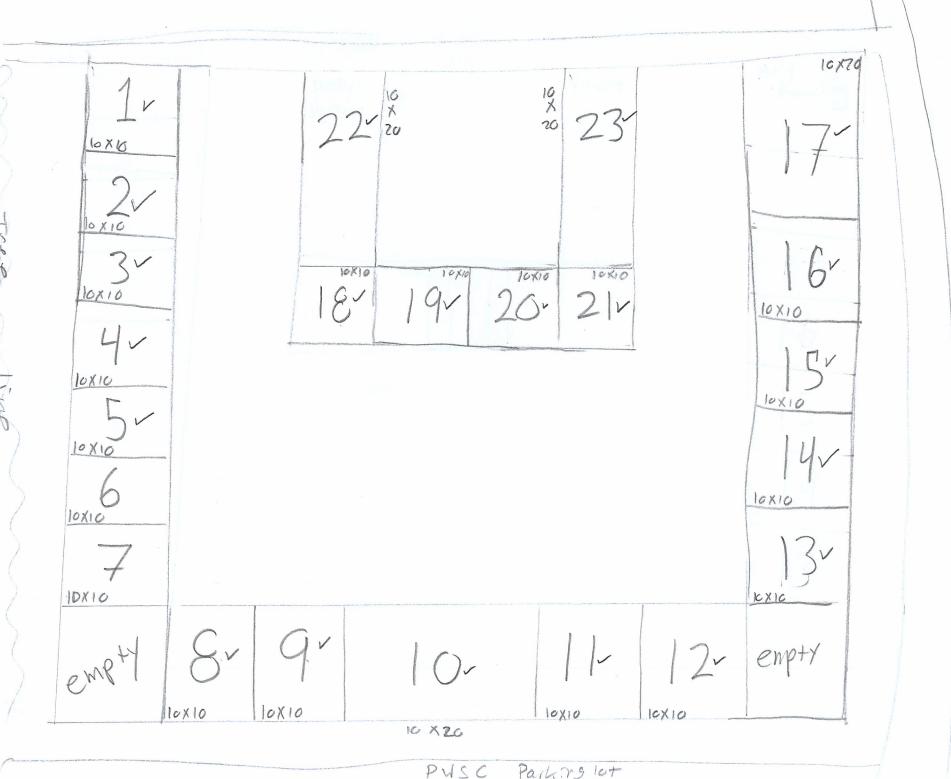
# RECEIVED By nieroy at 10:10 am, Apr 06, 2023

### **ISSUED BY**

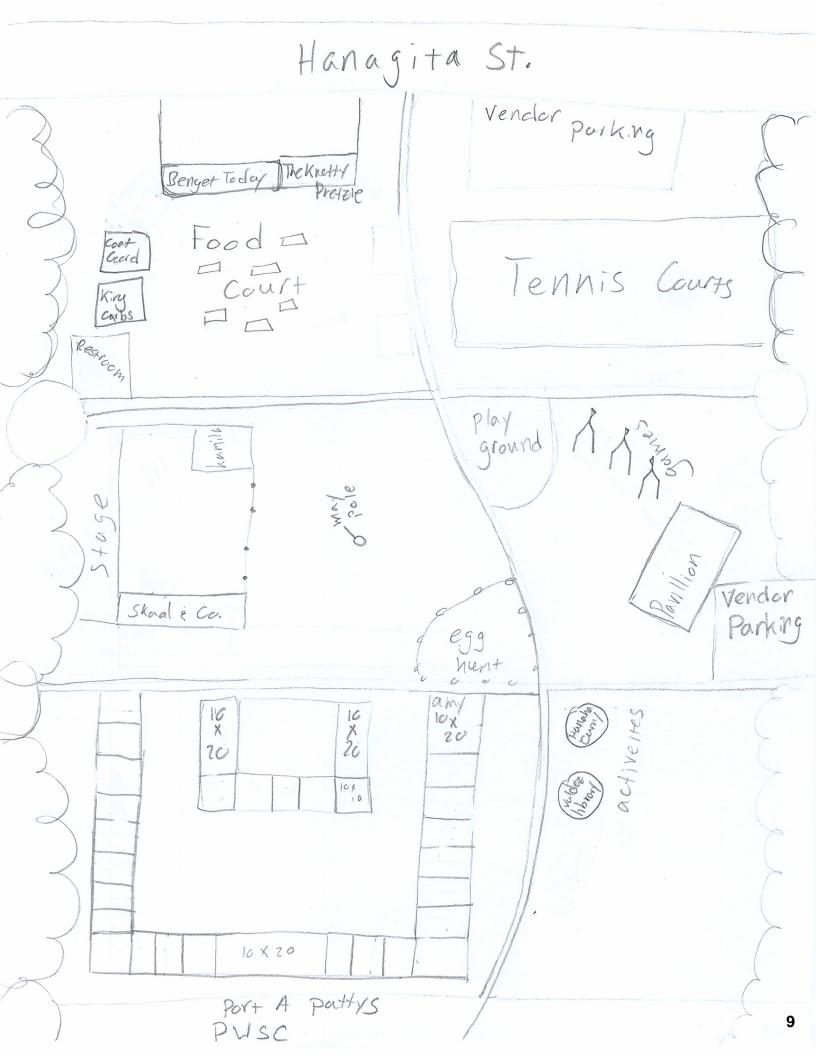
City of Valdez Planning Department 212 Chenega Ave

PO Box 307 Valdez, AK 99686

planningdept@valdezak.gov Phone: 907-834-3401

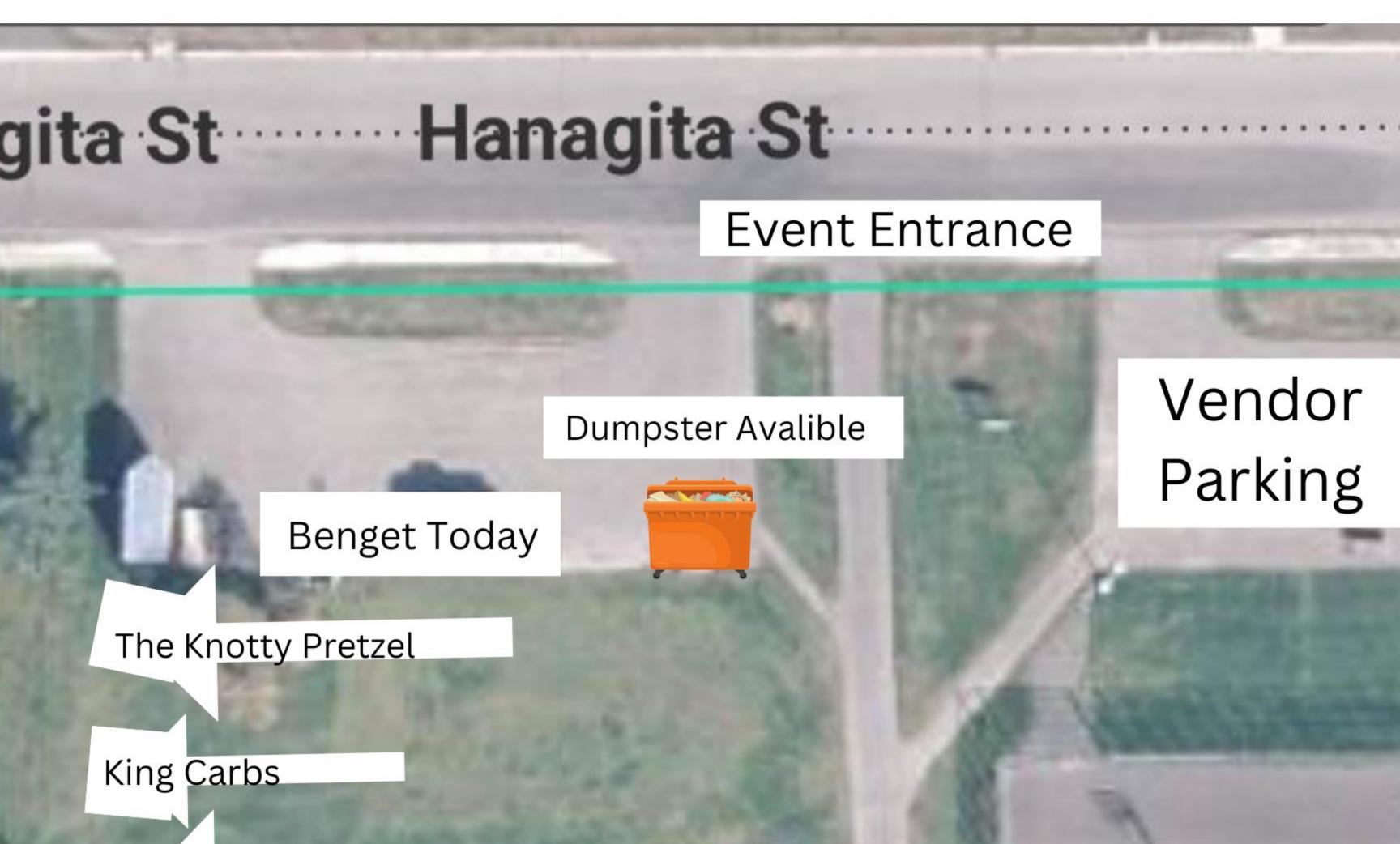


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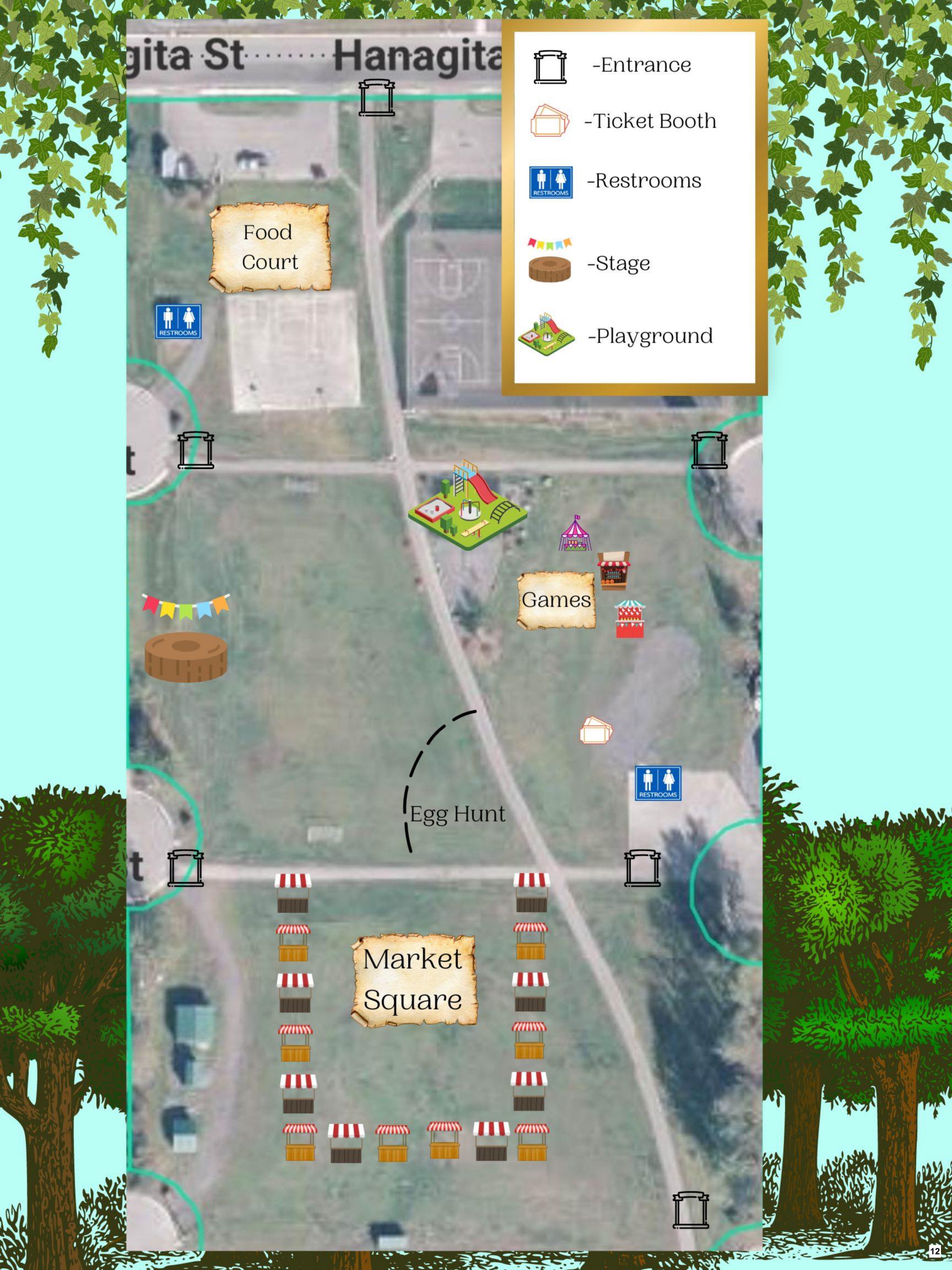
Food

Court





# **Event Entrance**





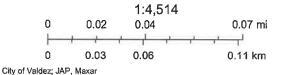
## North Meyring Parkstrip



4/6/2023, 8:39:11 AM







# E.O.T.R Plans

Craft Vendors: Large square next to the college with port a potties near end of the fair. Shelly Houston- All syncht Up (corsets, hats, wands, cans, staffs) 10x20, paid Vincent Feuillies- Dragon Lash Leather, LLC (ren accessories and items) 10x20, paid Skall and Co. (photography, fighting demonstrations) 10x20, paid with volunteer work Leah Russell- Valdez imagination Library (free activity) 10x10, paid by working at event Nicole Wattergel- Cloe's Fluid Art Creations (art, jewelry, housewares) 10x20, paid Celeste Addison- Art Ft. Soul and Solder (paintings, prints, stickers) 10x10, paid Amy Rawding (fused glass)- 10x10, paid by working at the event Michelle Myles- Lavish Myles Creations (hats, hoods, cloaks, journals) 10x10, paid with volunteer work Shayalana Zvorak- Ginger Snap Accessories and boutique & Alaska Extracts and sweet treats (jewelry and sweets) 10x10, paid Kyla Patrick- (Wilder Woods paintings, string art) 10x10 space, paid Kristy Leahy- (Jewelry, wooden items, crowns/ wands, homemade items) 10x10 space, paid Heather Shearer- (glass vendor from Fairbanks) 10x10 space, paid Amber Campbell- (epoxy cups, pens, and stickers) 10x10 space, paid Amy Leon- (pottery) 10x10 space, paid Rebecca Jeffries- (seashell crowns driftwood art & jewelry) 10x10 space, paid Sarah O'Brien- (Crocheted hats, scarfs, gloves, and beans) 10x10 space, paid Kale Wright-(crochets items, prints, clay jewelry) 10 x10 space, paid Aubry Okayama- Home Stead Handi-Craft (crafted items) 10x10, paid Cammie Carnahan- (nail polish and accessories) 10x10, paid Pamela Veraillie- Sound Craft Alaska (renaissance accessories and attire) 10x10, paid Kaleigh Pannone- Solstice Home Group- REAL Broker LLC( Real estate)10x10, paid Rhiannon Fleener- Enchanting Artistry (ren accessories elf ears, mushroom hats) 10x10, paid Elizabeth-Salty Sisters Design (fish scale jewelry) 10x10, paid Christy Holmes- Bear Spray Hot Sauce (hot sauce) 10x10, paid Aubry Richerson- Creek Side Baker (Sweets) 10x10, paid

Food Vendors: Food truck and 2 tents in parking lot next to tennis courts

# E.O.T.R Plans

Dawn Boullion- Beignet Today (Cajun Bakery 24 x 8 ft food truck with generator behind, paid

Darlene Odgaard- The Knotty Pretzel (jumbo pretzels) Generator and tent inquired. Food tent- paid Aubrey- Creek Side Bakery (sweets and treats) 10x10, paid

Valdez Cost Guard-Chief Petty Officer Association (hot dogs, turkey legs) food truck space, paid

Emily King- King Carbs ( cakecicles & other treats) 10x10, paid

Entertainment: in a 20x 50 feet space with a stage making a wall. Area will be roped off for fighting demonstration.

Kamilia Fire twirling (Stage

Skaal & co Group fighting and arrow demonstrations. (Arena

Mega

Valdez Library- Storytime, crown, and wand activity

Hair Braiding

### Kids Games & Activities: under pavilion and next to playground

Egg hunt Pool noodle jousting Wooden horse race/sack race Ring toss Maypole Dance Cut out photos around the event.

### Sponsorship:

The Keystone hotel offered 5 free rooms and a room discount for Ren Fair Vendors and performers.

The city offers picnic tables and a stage.

South Central Hardware/ North wind -- Contest Prizes and Judges.

Subway has offered coupons.

Legislation Text

File #: 23-0256, Version: 1

### ITEM TITLE:

Approval of Preliminary Plat for USS 4868 Kennedy Subdivision, a Re-Subdivision of United States Survey 4868 Lot 3 Tract 1 Plat 95-12, Creating Tracts 1A and 1B USS 4868 Kennedy Subdivision. <u>SUBMITTED BY:</u> Paul Nylund - Senior Planner/GIS Technician

### FISCAL NOTES:

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

### **RECOMMENDATION:**

Approve preliminary plat for USS 4868 Kennedy Subdivision (SUBD #22-09),

### SUMMARY STATEMENT:

Gary Kennedy has requested a replat within Section 35, Township 8 South, Range 6 West, Copper River Meridian described as follows: A re-subdivision of Lot 3 Tract 1 USS 4868 Plat 95-12 V.R.D, creating Tracts 1A and 1B.

Gary Kennedy is the property owner of the land on which the subdivision is to take place. Allen Minish, of Wrangell Mountain Technical Services, is the land surveyor on this project.

The purpose of this subdivision is to divide the land into two pieces, and to sell the one piece that has a warehouse on it (Tract 1A) and keep the other piece for personal use.

This proposed platting action is considered a minor subdivision. A minor subdivision is defined by Valdez Municipal Code (VMC) 16.04.020 as: any subdivision containing not more than four lots, and includes simple lot line adjustments such as this.

In order to provide Tract 1B with the required physical access along a dedicated right-of way, Tract 1B will be a "flag pole" lot. The pole portion of this newly formed lot is shown to be 40' on the preliminary plat, which is consistent with Valdez Municipal Code.

### VMC 16.16.030 Design-Lot dimensions.

G. Notwithstanding any other provision of this section, the width of the flag pole portion of a flag shaped lot shall be no less than:

1. Thirty feet when both public water and sewer systems are to serve such a residential lot;

2. Forty feet when both public water and sewer systems are to serve such a commercial or industrial lot;

3. Twenty feet when only a public water or a public sewer system are to serve such a lot;

4. Twenty feet when the lot is located in a rural area and will not be served by either public water or public sewer systems. (Ord. 96-27 § 1 (part): Ord. 93-03 § 1 (part): prior code § 24-22)

Tract 1, Lot 3, USS 4868, Plat 95-12 is not located within the special flood hazard area (SFHA). This flood zone determination was made using the Flood Insurance Rate Map (FIRM), effective January 3, 2019, referencing panel number 0200940163D.

### Notification:

Notice was sent to all property owners within 300 feet of the property, per Section 16.04.090 of the Valdez Municipal Code, on April 28<sup>th</sup>, 2023. Notice was sent to the utilities on April 28<sup>th</sup> 2023.

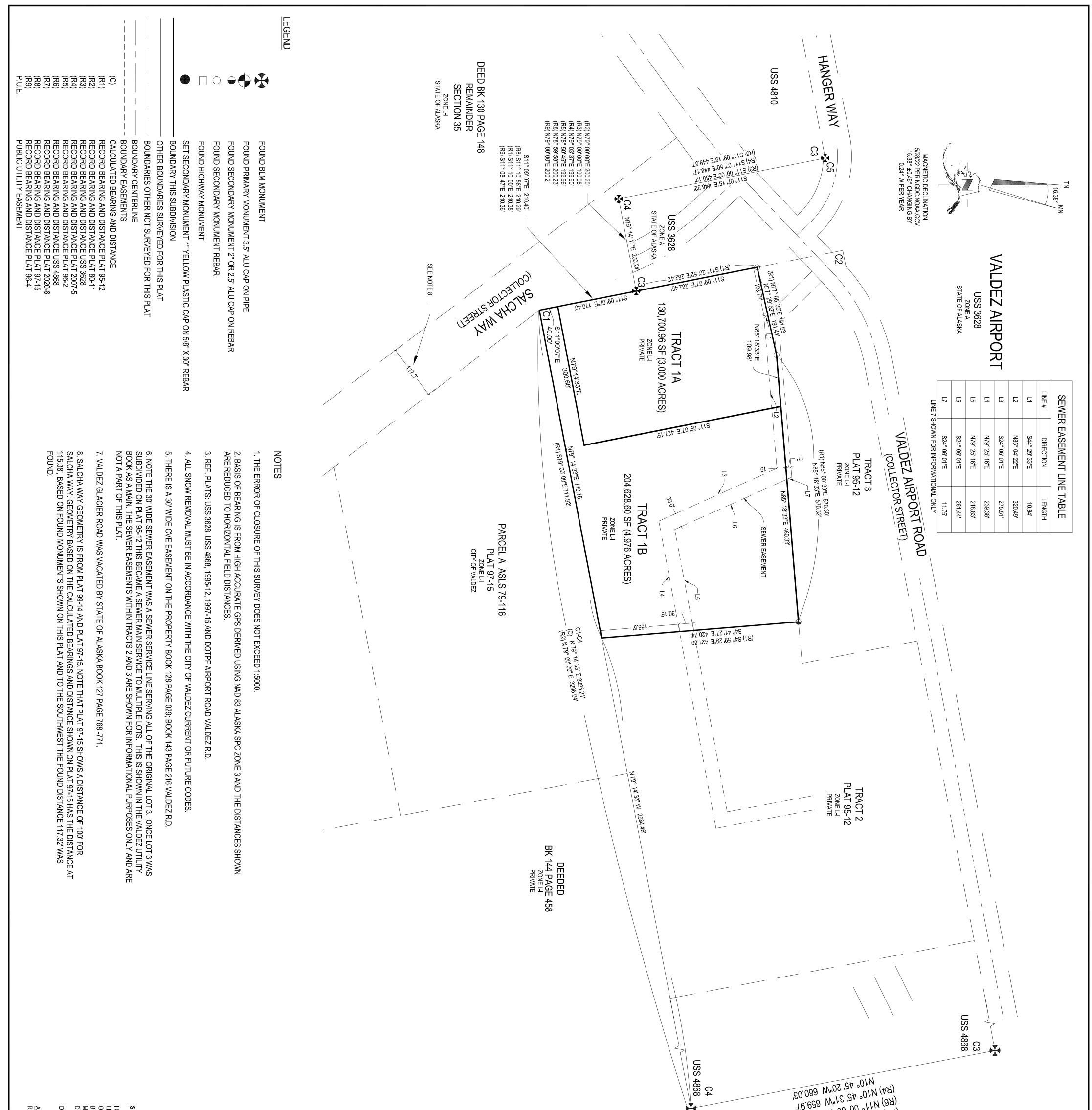
### VMC 16.04.090 Notification requirements.

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.

Staff has not received any comments on the subdivision from the public or the utility companies.

### Approval:

Staff recommends the Planning & Zoning Commission grant approval of 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 approval.



SURVEYOR'S CERTIFICATE		IHEREBY COMMISSI	TAX CERTIFICATE I, SHERI L. PIERCE AGAINST THE PRO SIGNED SHERI CITY CI	WP 2 ASLS 73-61 650-S F.M.L. ST9° 14' 33"E 1084.10' ST9° 13' 54"E 1084.21' (R4) ST9° 13' 54"E 1084.21'	,00.039 W.00.00 .01 (78) ,68.639 W.91 '24 .01 (78) ,68.639 W.91 '24 .01 (78) HEIL I APP	
SURVEYOR: WRANGELL MOUNTAIN TECHINCAL SERVICES PO BOX 118, MILE 32 EDGERTON HIGHWAY, CHITINA, ALASKA 99566 (907) 823-2280 A PLAT OF UNITED STATES USENTIAL ALASKA 99566 (907) 823-2280 A PLAT OF UNITED STATES SURVEY SUBDIVISION OF UNITED STATES SURVEY 4868 LOT 3 TRACT 1 PLAT 95-12 LOCATED WITHIN UN-SURVEYED SECTION 35, TOWNSHIP 8 SOUTH, RANGE 6 WEST COPPER RIVER MERIDIAN, ALASKA CONTAINING ±335, 329.56 FT <sup>2</sup> (±7.698 ACRES) VALDEZ RECORDING DISTRICT, ALASKA DRAWN BY: ADM DATE: 4/15/23 START: 2022 END: 2023 2054 CHECKED BY: ADM/PN ATE: 4/15/23 SCALE: 1" = 100' MREPALICOPTOGLACIERSTREAM	PRELIMINARY PLAT 4/15/23	PLAT APPROVAL     I HEREBY CERTIFY THAT THIS PLAT HAS BEEN APPROVED BY THE CITY OF VALDEZ PLANNING AND ZONING COMMISSION FOR RECORDING.     SIGNED	ITIFICATE L. PIERCE, GITY CLERK FOR THE CITY OF VALDEZ, ALASKA DO HEREBY CERTIFY THAT ALL TAXES LEVIED "THE PROPERTIES REPRESENTED BY THESE LOT LINES ARE PAID AS OF, 2023. SHERIL. PIERCE CITY CLERK	ACKNOWLEDGEMENT ED AND SWORN TO BEFORE ME THIS DAY OF,, PERSONALLY APPEARING BEFORE ME. , PERSONALLY APPEARING BEFORE ME. 	CERTIFICATE OF OWNERSHIP AND DEDICATION I, THE UNDERSIGNED, HEREBY CERTIFY THAT I AM THE OWNER OF <u>USS 4868 KENNEDY SUBDIVISION</u> , AS SHOWN ON THIS PLAT. I APPROVE THIS SURVEY AND PLAT. PLAT. I APPROVE THIS SURVEY AND PLAT.	THIS SURVEY



City of Valdez ALASKA Planning Department

Sharon Scheidt, Mayor Mark Detter, City Manager

4/28/2023

## NOTICE OF SUBDIVISION/REPLAT GARY KENNEDY USS 4868 KENNEDY SUBDIVISION

Gary Kennedy has requested a survey within Section 35, Township 8 South, Range 6 West, Copper River Meridian described as follows: A re-subdivision of USS 4868 Lot 3 Tract 1, Plat 95-12. The subject property's street address is 1011 Salcha Way.

The preliminary plat will go before the Planning and Zoning Commission for approval on May 10th, 2023 at 7:00PM 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 subdivision and cannot attend the meeting, please provide your comments to the Planning Department in writing or via e-mail to planningdept@ValdezAK.Gov. Staff will provide comments received to the Planning and Zoning Commission. A large scale plat is available for review at our office in City Hall.

If you have any questions please contact the Planning Department at (907) 834-3401 or stop by our window in City Hall at 212 Chenega Avenue.

# **USS 4868 KENNEDY SUBDIVISION**

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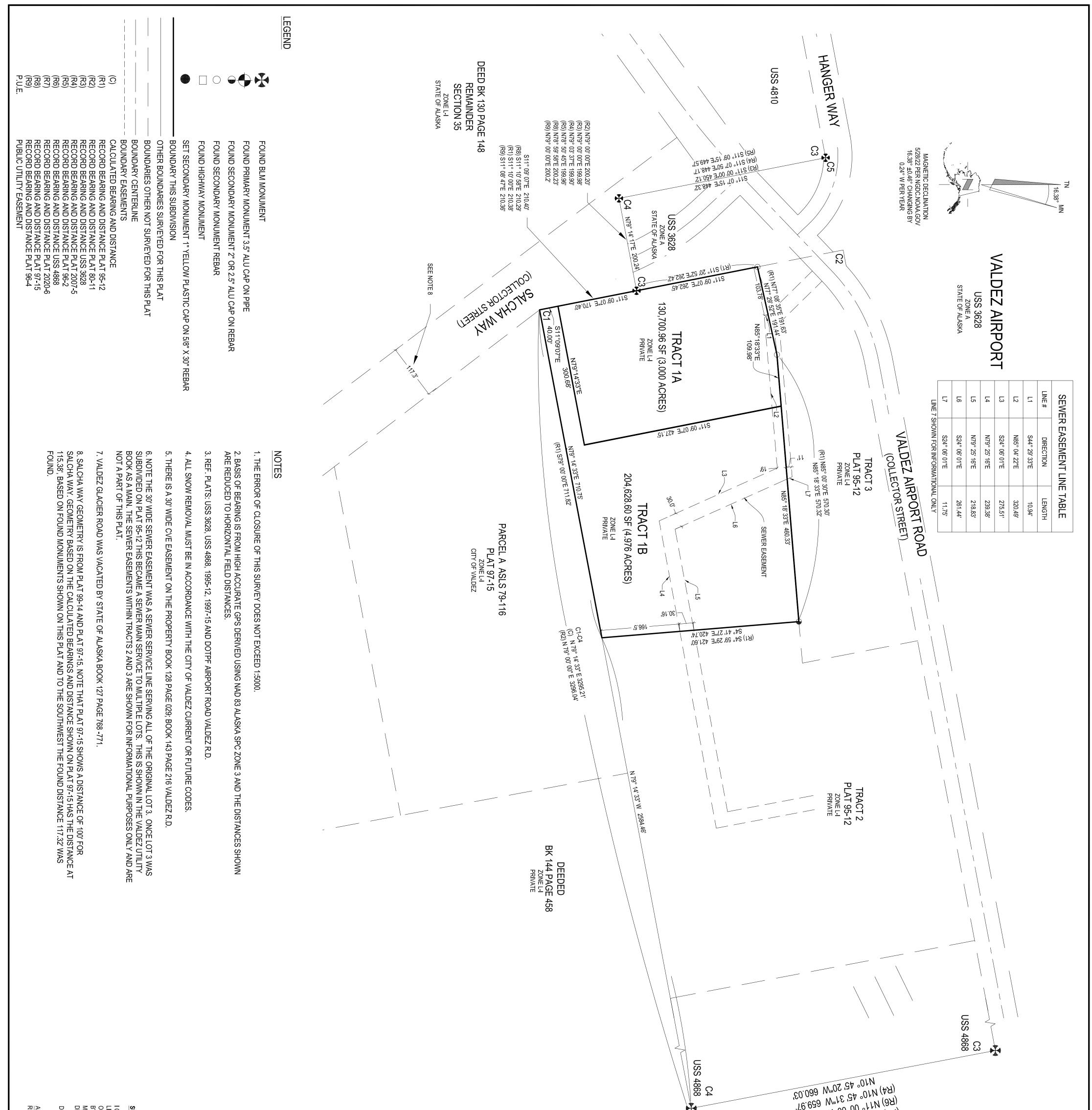


1,000 Feet

500

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Information displayed is for informational purposes only. The City of Valdez makes no warranties, expressed or implied as to the veracity or accuracy of the information herein.



SURVEYOR'S CERTIFICATE I CERTIFY THAT I AM PROPERLY REGISTERED AND LICENSED TO PRACTICE LAND SURVEYING IN THE STATE OF ALASKA, THAT THIS PLAT REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, THAT THE MONUMENTS SHOWN EXIST AS DESCRIBED, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT. DATE:				WP 2 ASLS 73-61 650-S F.M.L. S79° 14' 33"E 1084.10' S79° 13' 54"E 1084.21'	,00.039 W"00 '00 °LUK (TA) '98.929 W"81 '24 °OFN (TA)	
SURVEYOR: WRANGELL MOUNTAIN TECHINCAL SERVICES PO BOX 118. MLE 32 EDGERTON HIGHWAY, CHITINA, ALASKA 99566 (907) 823-2280 APLAT OF DESCRIPTION APLAT OF DISS <b>4868 KENNEDY SUBDIVISION</b> CREATING TRACTS 1A AND 1B ARE-SUBDIVISION OF UNITED STATES SURVEY 4968 LOT 3 TRACT 1 PLAT 95-12 LOCATED STATES SURVEY 4968 LOT 3 TRACT 1 PLAT 95-12 LOCATED STATES SURVEY 4968 LOT 3 TRACT 1 PLAT 95-12 LOCATED STATES SURVEY 4968 LOT 3 TRACT 1 PLAT 95-12 LOCATED STATES SURVEY 4968 LOT 3 TRACT 1 PLAT 95-12 LOCATED STATES SURVEY 4968 LOT 3 TRACT 1 PLAT 95-12 LOCATED STATES SURVEY 4968 LOT 3 TRACT 1 PLAT 95-12 LOCATED STATES SURVEY 4968 LOT 3 TRACT 1 PLAT 95-12 LOCATED STATES SURVEY 4968 LOT 3 TRACT 1 PLAT 95-12 LOCATED WITHIN UN-SURVEYED SECTION 35, TOWNSHIP SOUTH FINANCE 6 WEST COMPER RIVER MERIDIAN, ALASKA DRAWN BY: ADM DATE: 4/15/23 START: 2022 END: 2023 DRAWNING NAME: DATE: 4/15/23 SCALE: 1" = 100' MNERALDOPTOGLACERSREAM	FRELIMINARY PLAT 4/15/23	PLAT APPROVAL     IHEREBV CERTIFY THAT THIS PLAT HAS BEEN APPROVED BY THE CITY OF VALDEZ PLANNING AND ZONING COMMISSION FOR RECORDING.     SIGNED	TAX CERTIFICATE     I, SHERIL. PIERCE, CITY CLERK FOR THE CITY OF VALDEZ, ALASKA DO HEREBY CERTIFY THAT ALL TAXES LEVIED     AGAINST THE PROPERTIES REPRESENTED BY THESE LOT LINES ARE PAID AS OF	GARY KENNEDY DATE   PO BOX 684 VALDEZ, AK 99686   NOTARY'S ACKNOWLEDGEMENT DAY OF,	SCALE: 1" = 1 MILE SCALE: 1" = 1 MILE RSIGNED, HEREBY CERTIFY THAT I AM THE OWNER OF USS 4868 KENNEDY SUBDIVISION, AS SHOWN O ROVE THIS SURVEY AND PLAT.	THIS SURVEY



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Legislation Text

File #: 23-0257, Version: 1

ITEM TITLE: Planning Director's Report SUBMITTED BY: Kate Huber, Planning Director

### FISCAL NOTES:

Expenditure Required: n/a Unencumbered Balance: n/a Funding Source: n/a

### **RECOMMENDATION:**

N/A - report only

### **SUMMARY STATEMENT:**

The Planning Director will give a verbal report during the meeting.