



# THE CITY OF WHITTIER

Gateway to Western Prince William Sound

P.O. Box 608 • Whittier, Alaska 99693 • (907) 472-2327 • Fax (907) 472-2404

**PLANNING COMMISSION  
REGULAR MEETING  
WEDNESDAY, JANUARY 6, 2016  
Homeowner's Lounge, Begich Towers Building**

**MINUTES**

**1. CALL TO ORDER**

Charlene Arneson called the meeting to order at 6:03 pm.

**2. ROLL CALL**

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

Charlene Arneson	Seat A	Present
Terry Bender	Seat B	Absent
Ed Hedges	Seat C	Present
Jean Swingle	Seat D	Present
Dyanna Pratt	Seat E	Present

**ADMINISTRATION PRESENT**

Mark Lynch, City Manager

Scott Korbe, Public Works Director

Brenda Krol, City Clerk

**PUBLIC PRESENT**

None

**3. APPROVAL OF REGULAR MEETING AGENDA**

**MOTION:** Ed Hedges made a motion to approve the January 6, 2016 Regular Meeting Agenda as is.

**SECOND:** Dyanna Pratt

**VOTE:** Motion passed unanimously

**DISCUSSION:** None

#### **4. APPROVAL OF MINUTES**

**MOTION:** Dyanna Pratt made a motion to approve the Regular Meeting Minutes of October 7, 2015 as is.

**SECOND:** Jean Swingle

**VOTE:** Motion passed unanimously

**DISCUSSION:** Charlene Arneson requested that the meeting minutes include more detail when it comes to recording the conversations regarding the Hazard Mitigation Plan. Mark Lynch asked Charlene Arneson to explain the difference between this and what Dave Schofield does on a daily basis. Charlene replied that if there is any new business or buildings, that needs to be documented so we can record it on our FEMA application.

Mark reported that Dave attends monthly teleconference meetings with DHS& EM on emergency management and hazardous mitigation.

Mark Lynch added that Dave Schofield will soon attend training on weapons of mass destruction, which is hazardous materials, in a sense. He's attended this type of training for the past couple of years. Charlene stated that we need to document what Dave is doing.

In addition, Mark stated that Dave Schofield completed a total hazard mitigation assessment with the Department of Homeland Security. Mark Lynch will invite Dave Schofield to attend the next Planning Commission meeting to give an overview on what he has done over the last year.

Charlene stated that we'll need to start working on the comprehensive plan; the review is done every five years. Mark reported that the city council will hold a special meeting on January 19<sup>th</sup> at 6:00 pm to discuss and establish local priorities and planning. Charlene reminded everyone that the comprehensive plan is something that belongs to the community; public hearings will be held and everyone can share their information.

#### **5. ADMINISTRATIVE REPORTS**

Mark Lynch stated that he'll give updates on various topics as we cover them on the agenda.

#### **6. NEW BUSINESS:**

##### **A. Pre-Application for lots near O'Neill Creek Road**

Charlene stated that the representatives who applied for the pre-application are not present for the meeting, either because they weren't notified or they just couldn't make it to the meeting, so the commission can hold a work shop for discussion and will contact them to inform them of what is needed to proceed with the pre-application.

Mark added that this pertains to the owner and that it would probably be appropriate for them to first apply for a rezone because the land is not zoned residential. Charlene stated that they should also be given a copy of Title 16.

Scott Korbe asked the commission to turn their attention to WMC 16.16.070 which lists the requirements needed; there is a list of requirements missing in the pre-application packet. Mark Lynch agreed that they need to be in compliance with the rest of the requirements before we can proceed, specifically with the zoning requirements. There was much discussion among the members regarding the pre-application, platting and re-zoning requirements needed.

## **7. NON-ACTION BUSINESS**

### **A. Tidelands- Maps**

The City Manager is still waiting to hear from the attorney. He sent them draft language and hopes to have an update at the next meeting. He also stated that he and Dyanna worked on what areas should be commercial and recreational.

### **B. Tank Farm**

Mark Lynch reported that the tank farm has been transferred to federal. They had originally told Mark that they would have information for him in November. He was told that it would probably be a year to a year and a half before we get the deed to the land. He and Mayor Dan Blair will travel to Washington in April to meet with Murkowski, Sullivan and Don Young and he'll bring this up to them. He's not sure if the state will have much influence on this since it's a federal issue.

### **C. Land Trades with Alaska Railroad**

Mark Lynch said that he met with the railroad a few weeks ago to discuss a number of topics. They're adamant that we lost rights to the master lease and we're adamant that we didn't, so that hasn't been resolved. Charlene asked if we're still moving forward with the plans for the head of the bay. Mark replied that they're still moving forward with the plans.

He also stated that in 2007 there was a federal grant given by Ted Stevens to build a new harbor at the head of the bay; it's a 90-10 grant for a breakwater and turning basin. We're waiting to hear back from the Corps to find out which part they want to fund. They will only pay for a breakwater and a turning basin. Everything behind that is our responsibility, but if we get a breakwater and turning basin, we can put in some launch ramps behind the breakwater.

Charlene asked Mark if he talked to Harvey Smith, who is the top harbor engineer in the state of Alaska. Mark replied that he had not, but believes one of the four initial plans submitted was his, but the Corps didn't accept it because it didn't meet their standards.

### **D. Hazard Mitigation Plan**

Covered under discussion of Item 4, approval of minutes.

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

Nothing new to report

### **F. Whittier Historic Railroad Plaza**

City Manager, Mark Lynch, reported that the project is moving ahead. The Corps has the old monument disassembled. As soon as the weather is decent, the City will clear the lot near the pedestrian tunnel and the Corps will reassemble the monument. Our goal is to complete the project near the end of June. Mark reported that he applied for an extension for another year.

The Corps needs to complete the project near the end of June. They're providing the labor and we pay for the supplies.

**G. CVP Fund Projects**

All the money is committed to the new public safety building or the harbor. The public safety building came in over budget and they're trying to work that out and he's still waiting to hear about another grant for the harbor.

**H. Shotgun Cove Land**

Scott Korbe reported that the foundation for two of the culverts has been laid. Work has been suspended for the winter and will continue in the spring or early summer. A land agreement has been finalized with the State of Alaska for the staging area.

Charlene Arneson stated that the newest member Alaska Association of School Board has been advocating for the timber funds will go to Washington D.C. for a year; this will be funded by Sitka. Scott added that he spoke to Tim Charnon and was told that there might be funds available.

**I. Street Addresses**

Jean Swingle said that she reached out to people in November regarding this. She learned that the addresses being issued are legitimate, but will still be difficult for them to be recognized out of Whittier, especially by the post office or 911. Scott Korbe stated that the addresses in Google are run by an enhanced timeline.

**8. CORRESPONDENCE**

None

**9. PUBLIC COMMENT**

None

**10. COMMISSION COMMENTS**

None

**11. NEXT MEETING AGENDA ITEMS: To be determined**

**12. NEXT MEETING ATTENDANCE PLANS: February 3, 2016**

**MOTION:** Ed Hedges made a motion to adjourn the meeting.

**SECOND:** Dyanna Pratt

**VOTE:** Unanimous

13. ADJOURNMENT: Charlene Arneson adjourned the meeting at 6:51 pm.

ATTEST:



Brenda Krol  
City Clerk



Charlene Arneson  
Commission Chairperson