



# THE CITY OF WHITTIER

*Gateway to Western Prince William Sound*

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**PLANNING COMMISSION  
REGULAR MEETING  
WEDNESDAY, MAY 6, 2015  
Homeowner's Lounge, BTI Bldg.**

**MINUTES**

**1. CALL TO ORDER**

Charlene Arneson called the meeting to order at 6:02 pm.

**2. ROLL CALL**

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

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

**ADMINISTRATION PRESENT**

Mark Lynch, City Manager

Jennifer Rogers, Deputy City Clerk

**PUBLIC PRESENT**

Joe Shen	Dan Jenke
Wayne Shen	Perry Solmonson

**3. APPROVAL OF REGULAR MEETING AGENDA**

**MOTION:** Dyanna Pratt made a motion to approve the May 6, 2015 Regular Meeting Agenda as is.

**SECOND:** Ed Hedges

**VOTE:** Motion passed unanimously

**DISCUSSION:** None

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

**MOTION:** Dyanna Pratt made a motion to approve the Regular Meeting Minutes of April 1, 2015 as is.

**SECOND:** Jean Swingle

**VOTE:** Motion passed unanimously

**DISCUSSION:** None

**MOTION:** Dyanna Pratt made a motion to approve the Special Meeting Minutes of April 16, 2015 as is.

**SECOND:** Jean Swingle

**VOTE:** Motion passed unanimously

**DISCUSSION:** None

#### **6. ADMINISTRATIVE REPORTS**

City Manager, Mark Lynch, stated that he didn't have anything specific to report on, but wanted to comment on Joe's application. Mark pointed out that they (Joe and Dan Jenke) want to get clarification on whether or not they can get a Recreational Use based on the Determination. Mark felt that retailing merchandise and service might be a better fit since it includes recreational use since they are retailing a recreational service. He stated that ultimately, the decision will be up to the Commission.

#### **7. NEW BUSINESS:**

##### **A. Determination for Recreational Rental Use on Property Lot 14, Block 12**

Dan Jenke provided the Commission members with photographs of the area for which they are applying for the Determination of Recreational Rental Use. He then stated that they are interested in doing something that has a low impact activity such as canoeing, paddle boating and kayaking. He went on to say that this area is not appropriate for a home because of the problem with the salt water. He felt that this would be a better use of the property.

Mark added that they are requesting for a recreational use without a commercial component. Recreational use is a Permitted Use, not a Conditional Use. However, if it is determined that it is a service, it is not permitted in a Single Family, and it is only allowed as a Conditional Use in a Multi Family. Dan then stated that he is not asking for a Conditional Use, he is asking for a Rezoning.

He wants to use the property for a rental property for a recreational use. Mark stated that there is not a determination to be made, the determination is pretty clear that a service business is not allowed in a Single Family. He went on to say that it sounds like they want to accomplish one of two things. One is to either rezone the property commercial which will allow them to operate their business. Or two, they can ask to have the code amended to add conditional use under Single Family for retailing of services.

Dan Jenke asked for direction on how to proceed. Mark replied that research will need to be made to determine the next steps. Dane Jenke added that he wants to have a conditional use with special limitations. Charlene stated that there is quite a process to rezone property. There was much discussion among the members regarding this topic.

Mark added that though what they're doing might seem to be recreational, it's not, it's commercial. If you start allowing recreational on residential, then every residential piece of property will turn into recreational. He went on to say that it is not his intent to stop what they want to do; he just wants to do it the right way.

Dan Jenke concluded by saying they would like to table this project and come back with a new proposal.

#### B. Conditional Use Permit Application for Recreational Use at the Head of Passage Canal

City Manager, Mark Lynch, stated that the City would like to start allowing camping in the parking lot with campers and motor homes in the parking lot. There is a grass apron around the outside of the parking lot. He would like to start allowing tent camping there. He believes that it can be done without the need of a platform since there's a nice grassy platform.

The area to the north and south of the parking lot are both marked for future development for camping and recreation. He wants that included because in the code, it was made to be used for conditional use for camping and recreational use. There is not a firm plan; there has been discussion of adding tent platforms, but the new Park & Rec. Committee has plans for recreational development.

To sum up the plan, he would like to allow camping in the parking lot, tent camping in the grass around it, future development for camping based on whatever the Parks & Rec. Committee decides they want to do in the adjoining areas. The railroad owns the property; the City has the master lease on the property.

Terry Bender asked if there will be a fee for camping. Mark replied that there will be a fee, but the fee scale hasn't been determined. He added that he'll work on the fee schedule once he obtains the Conditional use. Terry then asked who will monitor the area. Mark replied that he will assign it to a city department.

Charlene Arneson asked if vessels, kayaks and rafts will be permitted to launch. Mark replied that they are not doing anything with boat launches at this time. Mark stated that he has looked into portable launch ramps, but they do not have staff to monitor it.

Mark stated that he'd like to proceed with the conditional use permit process.

**MOTION:** Dyanna Pratt made a motion to hold a Hearing at the next scheduled meeting and notify surrounding property owners.

**SECOND:** Terry Bender

**VOTE:** Motion passed unanimously

**DISCUSSION:** There was discussion about which property owners would be notified for this hearing.

### 8. NON-ACTION BUSINESS

#### A. Tank Farm

Nothing to report

**B. Land Trades with Alaska Railroad**

Nothing to report

**C. Hazard Mitigation Plan**

Charlene stated that she'll contact Scott Nelson to update the Hazard Mitigation Plan.

GCI has acquired Yukon Telephone and there are updates at the harbor. An addendum can be made to the Hazard Mitigation Plan or we can wait for the 5 year review.

**D. Smitty's Cove Park**

Charlene stated that landing barges are not allowed in the Smitty's Cove area since it is open space.

**E. Whittier Historic Railroad Plaza**

Mark reported that Ted Spencer has made arrangements for the Army Corps of Engineers to come to Whittier. The Corps of Engineers have committed to pay for the relocation of the monument. Any additional expenses will be the responsibility of the City.

**F. Tideland Zoning**

Nothing to report

**G. CVP Fund Projects**

Mark reported that there is a push in Juneau to withhold CVP funds for one year; Mark's opinion is that it will allow the state to collect interest on it for a year as well as use it as operating capital. We currently receive the CVP money the same year the cruise ships pay it. This idea was introduced by Senator MacKinnon from Eagle River.

**H. Shotgun Cove Land**

Nothing new to report.

**I. Street Addresses**

Jean reported that she has started working and haven't had time to research assigning street addresses. She received an email from Mark Stover and was given a couple of ideas on how to get Whittier addresses recognized on HERE and Bing. Whittier does not have a 911 database. Jean will not issue addresses until she can figure out how to make the current addresses recognized outside of Whittier.

**9. CORRESPONDENCE**

None

**10. PUBLIC COMMENT**

None

**11. COMMISSION COMMENTS**

Mark informed the commission that the city is preparing to build a new building on the land that used to be known as the helipad. The council has approved the final plans. It will go to bid probably in July for August groundbreaking.

The building will be 175 ft. long and 3 stories high. The council chamber will be on the top floor. Charlene replied that it's zoned properly and there is no variance required. Mark will look at the code to review the parking space requirement.

**12. NEXT MEETING AGENDA ITEMS**

**13. NEXT MEETING ATTENDANCE PLANS: June 3, 2015**

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

**SECOND:** Terry Bender

**VOTE:** Unanimous

**14. ADJOURNMENT:** Charlene Arneson adjourned the meeting at 7:25 pm.

**ATTEST:**



Jennifer Rogers  
Deputy City Clerk



Charlene Arneson  
Commission Chairperson