



**Haines Borough
Planning Commission Meeting
April 14, 2016
MINUTES**

Draft

1. **CALL TO ORDER/PLEDGE TO THE FLAG** – Chairman **Goldberg** called the meeting to order at 6:35 p.m. in Assembly Chambers and led the pledge to the flag.
2. **ROLL CALL** – **Present:** Chairman Rob **Goldberg**, and Commissioners Lee **Heinmiller**, Brenda **Josephson**, Rob **Miller**, Don **Turner** III, Heather **Lende** and Larry **Geise** (via telephone).

Staff Present: Kathryn **Friedle**, Administrative Assistant.

Also Present: Diana **Lapham**, Emily **Files**, Jan **Hill**/Mayor, Renee **Hoffman**, Steve **Cunningham**, Margaret **Friedenauer**, Leonard **Dubber**, Ann Marie **Fossman**, Roger **Schnabel**, Norm **Hughes** and Jeremy **Stephens**.

3. **APPROVAL OF AGENDA**

Motion: **Turner** moved to “approve the agenda.” **Lende** seconded it. The motion carried unanimously.

4. **APPROVAL OF MINUTES** – March 10, 2016 Regular Meeting Minutes.

Motion: **Heinmiller** moved to “approve the March 10, 2016 minutes,” and **Miller** seconded it. The motion carried unanimously.

5. **PUBLIC COMMENTS**

Hughes– Invited the commissioners to attend the 5:00 p.m., April 25th PAHC workshop with Parks & Rec. regarding Lookout Park, timelines and feedback needed.

Dubber – requested commissioners to look into code for possible project of building modular units in Spruce Grove Park. **Goldberg** stated that the commissioners would look into code and also advised **Dubber** to talk to Planning & Zoning Technician at the Borough office.

6. **CHAIRMAN'S REPORT**

Goldberg asked commissioners to review Ordinance 16-01-429 Process for Projects and to make a list of suggestions of different time frames and costs for small and large projects, and to have their list of suggestions ready for the May 12th PC meeting.

Goldberg also asked the commissioners to look at re-zoning possibilities for area parks, particularly due to Parks & Rec. Committee's suggestion of a park at the corner of 3rd Ave. & Main Street.

7. **STAFF REPORTS**

- A. **Planning & Zoning Staff Report**

Friedle reported on increase in permit applications and scanned maps now available.

8. **PUBLIC HEARINGS**

- A. **Bigsby - Vacation Rental Conditional Use Proposal**

Note: Property owners Greg Bigsby & Beth MacCready applied for a conditional use permit to operate a vacation rental at their property on 3.5 Mile Mud Bay Road.

Goldberg opened the public hearing at 6:50 p.m.

Bigsby teleconferenced from Hoonah and explained that they plan to rent 2 yurts and their house, with no new construction or any major changes, and there should be no impact on the neighborhood.

Goldberg closed the public hearing at 6:55 p.m.

The commissioners expressed support for the proposed use with the conditions of **Bigsby** submitting a DEC report and applying for business licenses (State & Borough).

Motion: **Heinmiller** moved to “grant the conditional use permit for the vacation rental with conditions,” and **Miller** seconded. The motion carried unanimously.

B. Fossman - Vacation Rental Conditional Use Proposal

Note: Property owners Ann Marie Fossman applied for a conditional use permit to operate a vacation rental at their property on Lot 1, River Road.

Goldberg opened the public hearing at 7:15 p.m.

Fossman explained that she wants to build a small guest house/vacation rental for a maximum of 2 people on a seasonal basis and that she would charge a rental fee.

Goldberg closed the public hearing at 7:20 p.m.

The commissioners expressed support for the proposed use with no conditions.

Motion: **Miller** moved to “grant the conditional use permit for the vacation rental with no conditions,” and **Lende** seconded. The motion carried unanimously.

9. UNFINISHED BUSINESS - None

10. NEW BUSINESS

A. Historic District/Building Review—None

B. Haines Borough Code Amendments—None

C. Project Updates

1. Chilkat Valley Preschool/Senior Center Construction Project

Hoffman explained that 100 sq. ft. has been added to the preschool building design for office and storage space, and that the design has met all State requirements. **Cunningham** explained that the preschool will have a visual design presentation. **Schnabel** expressed concern about children safety due to truck traffic from his business, SE Roadbuilders, located on the lot west of the Senior Center, and recommended that Preschool put a fence up. **Lende** recommended working with Preschool and SE Roadbuilders to come up with a compromise. **Josephson** expressed concern about parking, and recommended a fence.

D. Other New Business—None

11. COMMISSION COMMENTS

Lende explained that she wants to look into code for **Dubber's** modular proposal, as well as "pocket neighborhoods". **Lende** also would like to see a coordination of large projects with other large projects, such as the State Ferry project.

12. **CORRESPONDENCE** - None

13. **SET MEETING DATES**

A. Regular Meeting — **Thursday, May 12, 2016 6:30 p.m.**

14. **ADJOURNMENT**– 7:45 p.m.