



Haines Borough Planning Commission Regular Meeting Agenda

COMMISSIONERS:

ROB GOLDBERG, CHAIR
LEE HEINMILLER, VICE-CHAIR
ROBERT VENABLES
ROGER MAYNARD
ANDY HEDDEN
DON TURNER III
DANIEL GONCE

Thursday, August 9, 2012 - 6:30 p.m.

Assembly Chambers, 213 Haines Hwy.

1. CALL TO ORDER / PLEDGE TO THE FLAG
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES: July 12, 2012
5. PUBLIC COMMENTS [Items not scheduled for public hearing]
6. CHAIRMAN'S REPORT
7. STAFF REPORT
8. PUBLIC HEARINGS:
 - A. Roger Ingledue – Setback Variance Request for a residential structure – Roger Ingledue has applied for a variance to allow for a residential structure and garage to be constructed within the 20 foot setback from the Small Tracts Road right-of-way.
Possible motion: Approve the Ingledue variance request to allow a residential structure and garage to be constructed within the 20 foot setback from the Small Tracts Road right-of-way.
9. UNFINISHED BUSINESS: None
10. NEW BUSINESS:
 - A. Historic District/Building Review:
 1. Chilkat Center Roof Replacement: The roof of the Chilkat Center, which is a historic building in the Significant Structures Area, is in need of replacement. Possible motion: Approve the proposed roof replacement.
 - B. Haines Borough Code Amendments: None
 - C. Project Updates: None
 - D. Other New Business:
 1. Port Development Steering Committee PC Representative: The seat to represent the Planning Commission previously held by Roger Maynard on the Port Development Steering Committee is now open. Possible motion: Recommend XXX to represent the Planning Commission on the Port Development Steering Committee.
 2. Planning Commission Seat B Appointment: A letter of interest to serve on the Planning Commission submitted to the Borough by Robert Miller is forwarded to the Planning Commission for review. Possible motion: Recommend for the mayor to appoint Robert Miller to Planning Commission Seat B.
 3. Vacant Building Standards: This discussion item is scheduled in response to concerns expressed by business owners regarding vacant buildings on Main Street with boarded up windows.
11. COMMISSION COMMENTS:
12. CORRESPONDENCE: None
13. SCHEDULE MEETING DATES
 - A. Regular Meeting – Thursday, September 13, 6:30 p.m.
14. ADJOURNMENT



**Haines Borough
Planning Commission Meeting
July 12, 2012
MINUTES**

DRAFT

1. **CALL TO ORDER/PLEDGE TO THE FLAG** – Chairman **Goldberg** called the meeting to order at 6:30 p.m. in Assembly Chambers and led the pledge to the flag.
2. **ROLL CALL** – **Present:** Chairman Rob **Goldberg**, Commissioners Robert **Venables**, Lee **Heinmiller**, Andy **Hedden**, Danny **Gonce**, and Roger **Maynard**. **Absent:** Don **Turner III**.

Staff Present: Steve **Ritzinger**/Borough Planning and Zoning Technician

Also Present: Mayor Stephanie **Scott**, Bill **Kurz**, Scott **Hansen**, Carol **Tuynman**, Joe **Poor**, Chris **Brooks**, Marge **Ward**, Mike **Ward**, Sean **Copeland** and Heather **Shade**, Barb **Sheinberg** (via teleconference).

3. **APPROVAL OF AGENDA**

Venables requested to add sidewalks to the agenda. **Goldberg** included the item 10D2 as Other New Business.

Motion: **Venables** moved to “approve the agenda as amended,” and the motion carried unanimously.

4. **APPROVAL OF MINUTES**

Motion: **Gonce** moved to approve the June 14 and June 21, 2012 minutes,” and the motion carried unanimously.

5. **PUBLIC COMMENTS**

6. **CHAIRMAN’S REPORT**

Goldberg mentioned that he had been out of town and would be sending rezoning surveys to Chilkat Lake Road area and Carrs Cove residents in the near future.

7. **STAFF REPORTS**

Ritzinger reported recent permitting and enforcement activity.

8. **PUBLIC HEARINGS**

- A. **Tony Zedda setback variance request**

Goldberg opened up the public hearing at 6:37 p.m.

Zedda mentioned that the property is surrounded on 75% of the circumference by right-of-way, and that the lot is under the 10,000 square foot minimum lot size currently required in single residential zoning.

Goldberg closed the public hearing at 6:40 p.m.

Goldberg pointed out that the Lindholm Way right-of-way exceeds the 10% maximum grade required by Haines Borough Code road standards, and that because of that he did not believe that the ROW would ever get developed.

It was mentioned that the applicant submitted an application to purchase a portion of the ROW, but that the application was withdrawn due to uncertainty regarding the Lutak Road movement and alternate routes out of Highland Estates and Skyline Subdivisions.

Goldberg pointed out that variances are allowable per code due to the shape of the lot.

Gonce mentioned that there are no power or phone utilities in the ROW. It was pointed out that there are water and sewer mains in the ROW.

Motion: **Hedden** moved to “approve the Zedda variance” and the motion carried unanimously.

B. Chilkoot Indian Association right-of-way vacation

Hansen pointed out that the CIA owns nine undersized lots that they wish to consolidate and vacate the right-of-way to build a community services facility. The alley adjacent to lot 2 was not requested to be vacated to allow for snow storage.

Goldberg opened up the public hearing at 6:49 p.m. There were no public comments and **Goldberg** closed the public hearing at **6:50 p.m.**

Motion: **Venables** moved to “recommend for the Assembly to vacate the alley within Block D, Mission Subdivision.” Further discussion ensued.

Venables mentioned that Mike Ward vacated the alley directly to the south.

The motion carried unanimously.

C. Haines Borough Comprehensive Plan Update

Goldberg opened the public hearing at 7:34 p.m.

Kurz complimented consultant Barb Sheinberg’s efforts to include the community.

Hansen questioned whether the well property acquired by the Borough as part of the Chrystal Cathedral Water & Sewer System purchase was accurately reflected on the maps.

Earnest responded that the matter would be examined.

Scott pointed out that the statistics were cited well and that she found good practical application for the document because of that.

Earnest pointed out that he read the previous Comprehensive Plan prior to his interview for the manager position and that it was a priority coming into the job to update the plan. He continued with mentioning that it is an important milestone getting to this point, that he is pleased with the document, and thanked participants for their efforts.

Goldberg closed the public hearing at 7:38 p.m.

Gonce questioned whether the road going to the golf course is a Borough owned road.

Discussion on statements for Objective 15L ensued.

Venables suggested for objective 15L 1 should be changed to “to work with local utility companies to establish a cheaper rate of 15 cents per kWh or lower.”

Goldberg agreed based on the number of consumers.

Sheinberg confirmed that the first sentence shown in Objective 15L will be replaced with the proposed sentence in grey, and add the second sentence underlined, which was agreed upon.

Venables suggested striking the first sentence in #1. He suggested rewording #2 to read “Explore the concept of net metering as a consumer-based renewable energy incentive.” He agreed with statement #3. He requested to drop #4, and liked #5 and #6.

Objective 4B was discussed.

Venables liked the 4 actions, but requested to drop “concept 3A” from action #2.

Inclusion of support for a day boat to Juneau was discussed

Goldberg suggested including language for home docking a day boat in Haines, or Skagway.

Venables mentioned that Skagway is not in support of a day boat home docked in Skagway.

Sheinberg requested to include the motion to adopt the updated Comprehensive Plan language to allow for editing, which was agreed upon.

Motion: **Hedden** moved “to adopt the updated comprehensive plan with the edits listed above, and to give Barb Sheinberg the latitude to make edits,” and the motion passed unanimously.

9. UNFINISHED BUSINESS - None

10. NEW BUSINESS

A. Historic District/Building Review

Sean Copeland and Heather Shade Historic Fort Seward Building Renovation

Heinmiller provided historical context for the proposal.

Motion: **Heinmiller** moved to “approve the Sean Copeland and Heather Shade renovation of the old bakery building in the Fort Seward, and recommend that he following the guidelines incorporated into code to preserve the historic look of the structure.” Further discussion ensued.

Copeland mentioned that the roof will be a future project. The building will be raised 8 to 12 inches, reframe the alley side of the building, and replace the windows.

Goldberg mentioned that the building is in the industrial part of the fort area, allowing for more latitude on the design standards than areas such as officer’s row.

Paint color was discussed. **Copeland** mentioned that he wishes to leave the building unpainted.

Venables mentioned that the building could remain unpainted, and that if the building is to be painted in the future that it would be required to come before the Planning Commission.

The motion passed unanimously.

B. Haines Borough Code Amendments - None

C. Project Updates – None

D. Other New Business

1. Haines Borough – State proposal to acquire property near the Haines Ferry Terminal

Earnest mentioned that the dock improvement is a federal highway project and that the Alaska Department of Transportation has 10 years to obligate the funds, and that it is close to the final year of the project. The 12.2 million dollar project includes installing mooring dolphins, dredging, relocation of existing berth, and some building relocations. DOT is requesting three parcels as a temporary construction easement, a permanent slope easement and fee simple acquisition.

Goldberg clarified that one lot is a purchase, and the other two are easements, one of which is a temporary easement.

Earnest continued saying that the Borough is obtaining an independent appraisal, that the state is anxious to move forward with the project, but that he wanted to be sure that Haines Borough is fairly compensated. He mentioned that there is interest in acquiring a gravel source from the state near the ferry terminal.

Goldberg questioned whether the sale of the .6 acre parcel would affect the usability of the dock.

Earnest said that it does impact the amount of dock space, but that it wouldn't affect the usability.

Motion: **Venables** moved to recommend to the Assembly to classify for sale the three parcels of Lutak Dock as indicated in the manager's report for sale. Further discussion ensued.

Gonce questioned about the usability of one of the parcels.

Earnest responded that it would be a riprap two to one slope that would not be usable.

Goldberg pointed out that another parcel would essentially be leased by the state for the construction process. He continued mentioning that the state is only requesting to purchase one parcel, and that the other parcels are easement requests. It was questioned whether all three parcels should be classified for sale.

Venables mentioned that the manager is aware that the Borough does not want to sell anything that it does not have to, but that having all three parcels classified for sale gives him more options for negotiating.

Motion: **Gonce** moved to amend the motion to only classify Tracts C and E4 for sale.

Venables accepted the amendment.

The motion carried unanimously.

2. Sidewalks

Venables suggested considering policy that does not allow installing metal poles in the middle of sidewalks from this point forward. He continued pointing out that there is new technology that does not require poles to be placed in the middle of sidewalks, and that the poles are not consistent with and increased awareness of accessibility and mobility on sidewalks.

Motion: **Venables** moved to "Haines Borough adopt a policy of not planting infrastructure in the middle of sidewalks, and that the sentiment be conveyed to DOT." Further discussion ensued.

Gonce agreed, but recommended to remove "and that the sentiment be conveyed to DOT" be removed, due to the timing while the project is under construction. Further discussion ensued.

Motion: **Gonce** moved to "remove 'and that the sentiment be conveyed to DOT' be removed from the motion

Venables mentioned that he trusts the manager to discretely communicate the message with DOT at an opportune time.

Gonce withdrew the motion.

Mike **Ward** mentioned that the Borough needs to get involved in the planning stage of such projects.

The motion carried unanimously

11. COMMISSION COMMENTS

Venables requested for the Planning Commission hear comments from Mike Ward, which was agreed upon.

Ward addressed parking concerns. He pointed out employees misusing short term parking. He stated that he has invested in property for parking. He stated concern over cars parked in one hour parking all day, and requested for the Planning Commission to address the item

at a future Planning Commission meeting. It was agreed upon to schedule the item on the September 13th PC agenda when Mr. Ward could attend.

Maynard stated that he will be resigning from the Planning Commission effective at the end of the meeting due to relocating.

12. **COMMUNICATION**

13. **SET MEETING DATES** – The next Regular Planning Commission meeting is scheduled for 6:30 p.m. on Thursday, August 9th.

14. **ADJOURNMENT**– 6:45 p.m.

DOT- Roger Ingledue
Setback Variance Request
Planning Commission
Public Hearing:
to allow a SFR
and garage to be
constructed 20 feet
into the 20 foot
setback from the
Small Tracts Road
right-of-way.

CERTIFICATION OF BOROUGH ASSESSOR

I HEREBY CERTIFY THAT THE APPLICANTS ARE NOT DELINQUENT ON PROPERTY TAXES FOR THE PROPERTY SPECIFIED ON THE SUBDIVISION PLAT SHOWN HEREON.
Dated _____, 2012.
Haines Borough Assessor _____

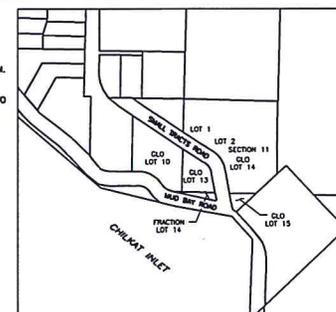
NOTE:

THIS PLAT IS IN THE SINGLE RESIDENTIAL LAND USE ZONE

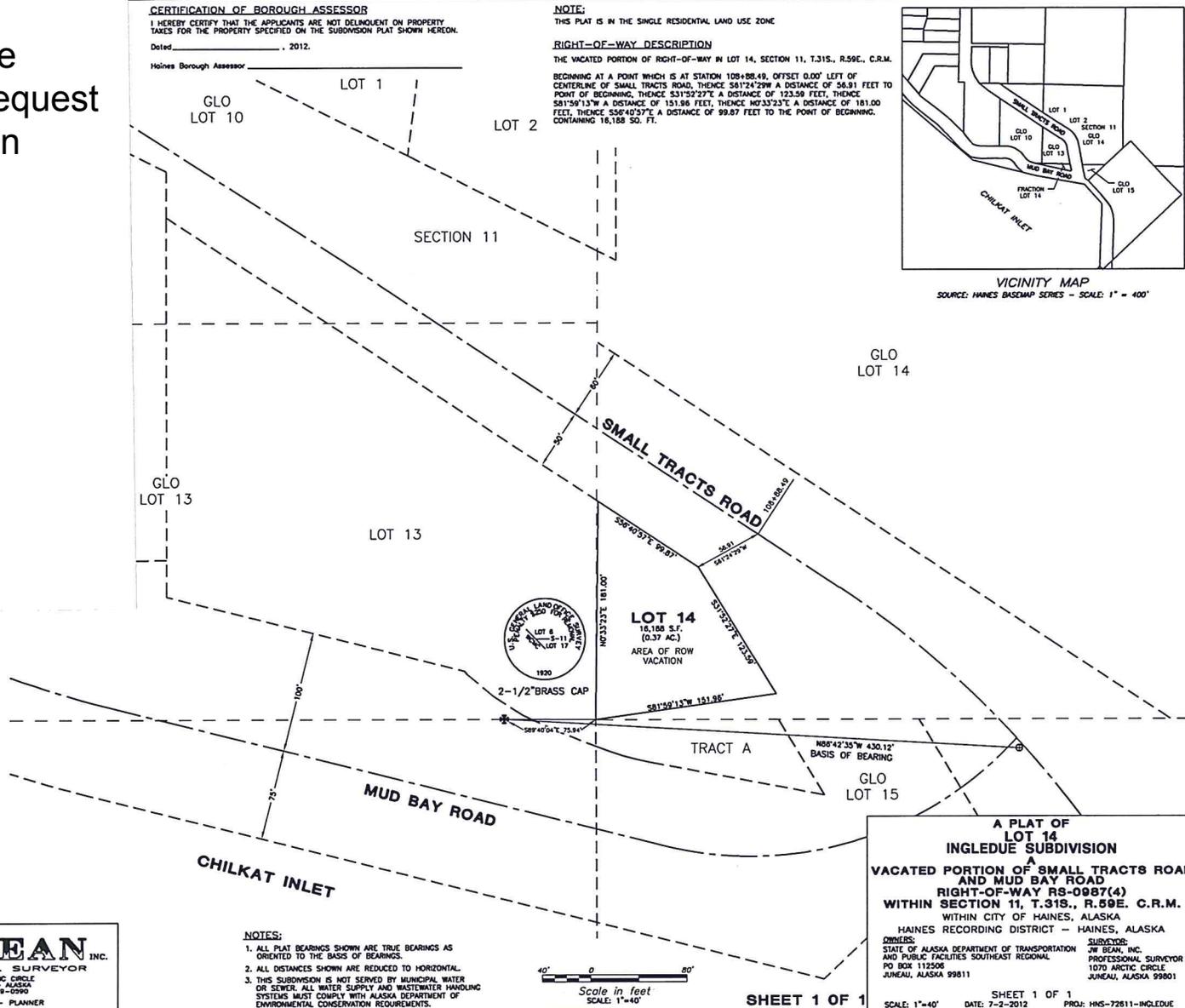
RIGHT-OF-WAY DESCRIPTION

THE VACATED PORTION OF RIGHT-OF-WAY IN LOT 14, SECTION 11, T.31S., R.59E., C.R.M.

BEGINNING AT A POINT WHICH IS AT STATION 108+88.49, OFFSET 0.00' LEFT OF CENTERLINE OF SMALL TRACTS ROAD, THENCE S61°24'29"W A DISTANCE OF 56.91 FEET TO POINT OF BEGINNING, THENCE S31°52'27"E A DISTANCE OF 123.59 FEET, THENCE S81°58'13"W A DISTANCE OF 151.88 FEET, THENCE N03°32'37"E A DISTANCE OF 181.00 FEET, THENCE S58°42'37"E A DISTANCE OF 99.87 FEET TO THE POINT OF BEGINNING, CONTAINING 18,188 SQ. FT.



VICINITY MAP
SOURCE: HAINES BASEMAP SERIES - SCALE: 1" = 400'



CERTIFICATE BY THE HAINES BOROUGH

THE REPLAY OF LOT 14, SECTION 11, T.31S., R.59E. C.R.M. AS DESCRIBED HEREON HAS BEEN FOUND TO COMPLY WITH THE PROVISION SET FORTH IN HC. 18.100 AND IS APPROVED FOR RECORDING WITH THE HAINES RECORDERS OFFICE DATED: _____, 2012.

ROB GOLDBERG _____ DATE _____
PLANNING COMMISSION CHAIR

STEPHANIE SCOTT _____ DATE _____
MAYOR
HAINES BOROUGH

CERTIFICATE OF REGISTERED LAND SURVEYOR

I HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR, LICENSED AND REGISTERED IN THE STATE OF ALASKA, AND THAT THIS PLAT WAS PREPARED UNDER MY DIRECT SUPERVISION, THAT ALL DIMENSIONAL DETAILS AND RELATIVE BEARINGS ARE CORRECT AS SHOWN AND THAT ALL EASEMENTS AND RIGHT OF WAYS APPEARING ON THE LAND ARE AS SHOWN.

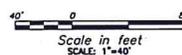
Date _____



J.W. BEAN INC.
PROFESSIONAL SURVEYOR
1070 ARCTIC CIRCLE
JUNEAU - ALASKA
(907) 788-0590
SURVEYOR - PLANNER

NOTES:

1. ALL PLAT BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARINGS.
2. ALL DISTANCES SHOWN ARE REDUCED TO HORIZONTAL.
3. THIS SUBDIVISION IS NOT SERVED BY MUNICIPAL WATER OR SEWER. ALL WATER SUPPLY AND WASTEWATER HANDLING SYSTEMS MUST COMPLY WITH ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION REQUIREMENTS.



SHEET 1 OF 1

A PLAT OF LOT 14 INGLEDU SUBDIVISION
VACATED PORTION OF SMALL TRACTS ROAD AND MUD BAY ROAD
RIGHT-OF-WAY RS-0987(4)
WITHIN SECTION 11, T.31S., R.59E. C.R.M.
WITHIN CITY OF HAINES, ALASKA
HAINES RECORDING DISTRICT - HAINES, ALASKA

ORDER: STATE OF ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES SOUTHEAST REGIONAL OFFICE
PO BOX 112506
JUNEAU, ALASKA 99811

SURVEYOR: J.W. BEAN, INC. PROFESSIONAL SURVEYOR
1070 ARCTIC CIRCLE
JUNEAU, ALASKA 99801

SHEET 1 OF 1
SCALE: 1"=40' DATE: 7-2-2012 PROJ: HNS-72811-INGLEDUE

C:\P\HAINES\HNS-72811-INGLEDUE\HNS-72811-INGLEDUE-LOT14.DWG 7/02/2012 9:43:08

July 30, 2012

Dear Assembly,

I have been trying to buy a fraction of lot 14 from the Department of Transportation for more than four years. After going back and forth several times with three or four different drawings, they (DOT) have decided to sell just over 16,000 square feet.

The property lines were first drawn by me on my initial request for this purchase.

After they were reviewed by DOT Department of Right of Way, they were moved to the top of the back slope of the road. This reduced the size by roughly 20%.

John Bean surveyed the piece of property, and it was then sent back to DOT Right of Way for review.

They decided they needed another ten foot setback on the two sides that parallel Small Tracts Road and Mud Bay Road. This again reduced the size of the property. John Bean moved the lines to accommodate DOT Right of Way, which is where they are at this time.

I'm sure you can see the purpose of the variance is to not cut the useable size anymore than it already has been. Thank you for your consideration.

Sincerely,

Roger Ingledue
1307 Small Tracts Road
Haines, Alaska 99827
766-3357



Haines Borough

Planning and Zoning

103 Third Ave. S., Haines, Alaska, 99827

Telephone: (907) 766-2231 * Fax: (907) 766-2716

APPLICATION FOR VARIANCE

Permit#:

Date: 7/27/12

Use this form for policy variances for: Building Density, Setbacks, Building Height & Parking Regulations

I. Property Owner*		Owner's Representative (If Any)	
Name: <u>Roger & Jeannie Ingledue</u>		Name:	
Mailing Address: <u>PO Box 1342 Haines, AK</u>		Mailing Address:	
Contact Phone: Day Night <u>766-3357</u>		Contact Phone: Day Night	
Fax:		Fax:	
E-mail: <u>raingledue@yahoo.com</u>		E-mail:	

II. Property Information	
Size of Property: <u>16,000 sq. Ft.</u>	
Property Tax #:	
Street Address: <u>1307 small tracts Road.</u>	
Legal Description: Lot (s) <u>14</u> Block _____ Subdivision _____	
OR Parcel/Tract <u>14</u> Section <u>11</u> Township <u>31.5</u> Range <u>59 E</u>	
[Attach additional page if necessary.]	
Zoning: Waterfront <input type="checkbox"/> Single Residential <input checked="" type="checkbox"/> Rural Residential <input type="checkbox"/> Significant Structures Area <input type="checkbox"/>	
Rural Mixed Use <input type="checkbox"/> Multiple Residential <input type="checkbox"/> Heavy Industrial <input type="checkbox"/> Waterfront Industrial <input type="checkbox"/> Commercial	
Industrial Light Commercial <input type="checkbox"/> Recreational <input type="checkbox"/>	

III. Description of Work			
Type of Application (Check all that apply) <input checked="" type="checkbox"/> Residential <input type="checkbox"/> Commercial _____ sq. ft. _____ seating capacity if eating/ drinking establishment <input type="checkbox"/> Industrial <input type="checkbox"/> Church <input type="checkbox"/> Other _____	Project Description (Check all that apply) <input checked="" type="checkbox"/> Single Family Dwelling <input type="checkbox"/> Change of Use <input type="checkbox"/> Multi-Family Dwelling Total # of Units _____ <input type="checkbox"/> Cabin <input type="checkbox"/> Addition <input type="checkbox"/> Accessory Structure <input type="checkbox"/> Other _____	Water Supply Existing or Proposed <input type="checkbox"/> None <input type="checkbox"/> Community well <input checked="" type="checkbox"/> Private well <input type="checkbox"/> Borough Water System <input type="checkbox"/> Other _____	Sewage Disposal Existing or Proposed <input type="checkbox"/> None <input checked="" type="checkbox"/> Septic Tank <input type="checkbox"/> Holding Tank <input type="checkbox"/> Borough Sewer System <input type="checkbox"/> Pit Privy <input type="checkbox"/> Other _____
Valuation of Work <u>\$200,000</u>			

IV. Variance
Applicant seeks a variance from the following general requirement(s): Code Section #:
Describe the problem and the minimum variation from code necessary to resolve the problem: <i>DOT has already set property lines back from road to top of back slope plus 10 feet.</i>
<i>I need all the room I can possibly get for house, garage, septic</i>
Attach the following documents to the permit application: <input type="checkbox"/> Site plan (see Attachment A) showing lot lines, bearings and distances, buildings, setbacks, streets, etc.

PREAPPLICATION (Recommended)

Pre-application Conference Date: 7/30/10

At Least two (2) days before the pre-application conference, submit the following materials to the Planning and Zoning Department:

1. A copy of a plat or other legal description of the property.
2. A sketch of the property showing the features the applicant believes are relevant to the variance request.

APPLICATION

In addition to a site plan (see Attachment A), the applicant must describe how their requested variance complies with each of the following six standards listed in Section 18.80.050 of the Land Use/Development Code. You may use the space provided on this form or attach your answers. A variance may only be granted if the Planning Commission finds that these six standards are met.

1. Except in the Significant Structures Areas, the conditions upon which the variance application is based do not apply generally to properties in the zone or vicinity other than the property for which the variance is sought.

Describe how the problem stated on page one is unique to your property.

the set backs are already in place by DOT.

2. Explain how the conditions described above arise out of natural features inherent in the property such as shape or topographical conditions of the property or because of unusual physical surroundings, or such conditions arise out of surrounding development or conditions.

the triangle shape makes it difficult to build

3. Describe why (because of the conditions you have described) the strict application to the property of the requirements of this chapter will result in an undue, substantial hardship to the owner of the property such that no reasonable use of the property could be made.

Cutting down the square feet will make it hard to build

4. Describe how or why the special conditions that require the variance are not caused by the person seeking the variance, a predecessor in interest, or the agent of either.

5. Describe any reasons not based on costs or inconvenience you have for requesting this variance.

I would like to have all the square feet possible to build this residence.

6. The variance can only be granted if the variance will not permit a land use in a zone in which that use is prohibited.

Explain what your property will be used for.
Residential single Family Dwelling

IV. FEE

A non-refundable fee of \$150 must accompany this application. Checks must be made payable to the HAINES BOROUGH.

NOTICE

If a property qualifies for a variance under the Haines Borough Land Use/Development Code Section 18.80.050(D), the variance granted must meet the following conditions:

1. The deviation from the requirement of this chapter that is permitted by variance may be no more than is necessary to permit a reasonable use of the lot;
2. The variance will not permit a land use that is prohibited by this chapter;
3. The variance is in keeping with the spirit and intent of this chapter and the requirements from which relief is sought;
4. The variance will not be detrimental to the public health, safety or welfare; and
5. The variance will not significantly adversely affect other property (i.e., snow will not be deposited on adjacent properties from areas such as roofs).

Notice of Right to Appeal: All decisions of the Borough Manager are appealable per HBC 18.30.050

V. CERTIFICATION

I hereby certify that I am the owner or duly authorized owner's agent, that I have read this application and that all information is correct. I further certify that I have read, understand and will comply with all of the provisions and permit requirements outlined hereon. I also certify that the site plan submitted is a complete and accurate plan showing any and all existing and proposed structures on the subject property. All contract work on this project will be done by a contractor holding valid licenses issued by the State of Alaska and the Haines Borough. I am aware that if I begin construction prior to receiving permit approval, I will be assessed a \$250.00 "After-the-Fact" fee.

Roger D. Ingvaldsen
Owner or Agent

7/27/2012
Date

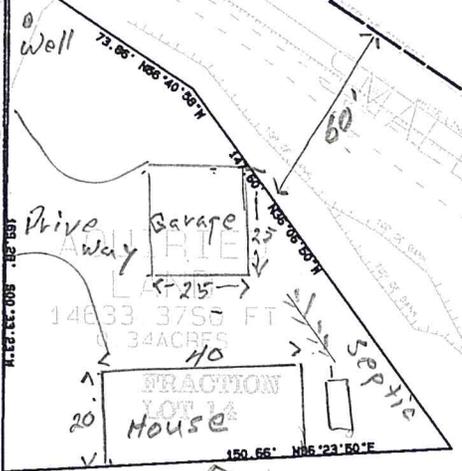
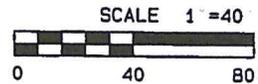
Heane Powell, Property Manager, State of Alaska Southeast Region
PROVISIONS: The applicant is advised that issuance of this permit will not relieve responsibility of the owner or owner's agents to comply with the provisions of all laws and ordinances, including federal, state and local jurisdictions, which regulate construction and performance of construction, or with any private deed restrictions.

Office Use Only Below This Line

<input checked="" type="checkbox"/> Applicant Notified Application is Complete and Accepted		<u>7/30</u> (Date)	<u>Verbal - on site</u> (Notified via)	<u>7/30/12</u> (Initials)	
Non-Refundable Building Permit Fee \$ <u>75.00</u>		Information/Documentation			
Receipt No. <u>17947</u>		Req'd	Rec'd		
Received By: <u>T. Olsen</u>		<input type="checkbox"/>	<input type="checkbox"/> State Fire Marshal		
Date: <u>7/27/12</u>		<input type="checkbox"/>	<input type="checkbox"/> State DEC		
<small>*75 submitted on 5/24/12 For short plot permit #12-28 Shall apply towards this permit.</small>		<input type="checkbox"/>	<input type="checkbox"/> Variance/Conditional Use Permit		
<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/> Sign Permit		
Zoning	Bldg. Height	Lot Coverage %	Const. Type	Occupancy	# Stories
This application meets all applicable Borough policies and a permit is issued, conditional on the substantial completion of construction within two years and the following special requirements:					
Planning Commission Chair:			Date		

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

GLO
LOT 14



TRACT A
A.S.L.S. 69-70
STATE OF ALASKA

GLO
LOT 15

589°31'43"E
53'50"

MUD BAY ROAD

Steve Ritzinger

To: Powell, Diane E (DOT)
Subject: RE: Ingledue application

-----Original Message-----

From: Powell, Diane E (DOT) [<mailto:diane.powell@alaska.gov>]
Sent: Tuesday, July 31, 2012 8:11 AM
To: Steve Ritzinger
Subject: Ingledue application

Hi Steve,

Attached is the signed application for variance. We have no objection to the variance request at the August 9 meeting. As I indicated to you on the phone Roger Ingledue's purchase of land from DOT has been approved except for review and final approval of the Bean plat. Any question just give me a call.

Thanks,
Diane

-----Original Message-----

From: noreply@alaska.gov [<mailto:noreply@alaska.gov>]
Sent: Tuesday, July 31, 2012 7:53 AM
To: Powell, Diane E (DOT)
Subject: Scanned from DOT-SER-ROW-Xerox9303

REQUEST FOR BIDS
CHILKAT CENTER FOR THE ARTS, CRITICAL ROOF
REPAIRS, PHASE I

Issue Date: July 18, 2012

PURPOSE:

The Haines Borough is soliciting proposals from qualified and licensed contractors to provide roofing replacement and repairs for the Chilkat Center for the Arts, located at Soap Suds Alley and Theater Drive in Haines, Alaska. Proposals will be accepted until 12:00 noon Local Time, Wednesday, August 1, 2012 at the Haines Borough Administrative Offices in Haines, Alaska.

DESCRIPTION OF WORK:

1. Remove and dispose of all existing wood shake roofing, underlayment, flashing and associated materials down to bare roof sheathing (approximately 15,000 SF).
 - a. Existing wood shakes have been treated with a flame retardant and must be disposed of in an approved manner and location, not burned.
 - b. Examine underlying sheathing and roof framing for signs of water damage and/or decay and document with both photographs and notation as to location and severity.
2. Because the extent of damage to roof sheathing and structure cannot yet be fully known, proposals are to include anticipated crew size and hourly rate(s) for which the contractor will perform said repairs.
 - a. Include **only** crew size and hourly rate(s) for this part of the job.
 - b. The need for repairs will be determined on an individual basis and immediately by the Public Facilities Director or his representative.
 - c. Materials needed for said repairs for this portion of the work will be provided by the Haines Borough. Unused materials are to remain on the jobsite.
3. Provide materials and labor for installation of new composition shingle roofing (approximately 150 Squares), underlayment, flashings and related materials per specifications and instructions in the RFP Information Packet, obtainable at the Borough Clerk's office.
 - a. Install membrane ice and water shield over low-slope roofs and at junctures with steeper roof pitches.
 - b. Install concealed zinc strip at ridges and changes in roof pitch.
 - c. Verify that all existing roof penetrations come from functioning sources.



18.60.010 General approval criteria.

A land use permit, or conditional use permit, or a special conditions permit for a subdivision, may be granted if all the following general approval criteria and applicable specific approval criteria of HBC [18.60.020](#) are complied with.

R. Historic Resources. The proposed use shall not adversely impact identified historic resources prior to the assessment of that resource by the borough or state. Uses located within the significant structures area must comply with the specific approval standards of this chapter.

18.60.020 Specific approval criteria.

The following uses are subject to the preceding general criteria and these additional specific approval criteria:

G. Historic Buildings. All development occurring within the significant structures area, or changes to any of the surveyed historic buildings, shall comply with specific requirements. When the commission determines that the development is one of the surveyed historic structures or the development has a material effect upon the general character of the district and any of the individual structures therein, the following shall apply:

1. Every reasonable effort shall be made to provide a compatible use for property that requires minimal alterations of the building, structure, or site and its environment, or to use a property for its originally intended purpose.
2. The developer shall be encouraged to retain the distinguishing original qualities or character of a building, structure, or site and its environment. The removal or alteration of any historic material or distinctive architectural features should be avoided whenever possible.
3. Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
4. Distinctive stylistic features or examples of skilled craftsmanship that characterize a building, structure or site, shall be treated with sensitivity.
5. Deteriorated architectural features shall be repaired rather than replaced whenever possible. In the event replacement is necessary, the new materials should match the material being replaced in composition, design, color, texture and other visual qualities wherever possible. Repair or replacement of missing architectural features should be based on accurate duplications rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
6. Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to any rehabilitation project.
7. Contemporary design and use of contemporary materials for alterations and additions to existing buildings and properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, and character of the property, neighborhood or environment.
8. Wherever possible, additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure should not be impaired.
9. The commission shall have the authority to place design standards and requirements upon the developer prior to the issuance of the permit in order to enforce the historic preservation and rehabilitation standards herein. A design review committee may be appointed by the planning commission which shall consist of the following representatives: the planning commission chair, a planning commission member appointed by the commission, one member of the borough assembly as appointed by the assembly, and one at-large member who is a property owner in the SSA, appointed by the commission chair, specific to each application. The commission shall refer to the document "Fort William H. Seward, Haines, Alaska, Design Guidelines and Standards" prepared by Ron Kasprisin of the Alaskan Northern Studies Program, Department of Urban Design and Planning, University of Washington, Seattle, 1998, when setting out the design standards to be followed for buildings in the significant structures area. (See also HBC 18.70.050.)

18.70.050 Historic buildings – Districts.

This section establishes special policies for historic buildings within the borough based upon the Haines historic building survey, the existing designated Fort William H. Seward National Landmark and the guidance of the State Office of History and Archeology's rules and regulations. The Haines Borough seeks to accomplish the preservation and rehabilitation of buildings of historic significance within the community. The borough recognizes the quality of significance in its history as present in the sites, buildings, structures, location, design, setting, materials and workmanship governed herein. Owners of historic buildings are encouraged to participate in federal, state and local programs to preserve and enhance historic structures.

A. Introduction. These special policies are applied as additional requirements for the approval of development within designated areas or for designated buildings within the borough. The existing zoning classification (e.g., significant structures area, commercial) still applies, but all new development must comply with the following additional requirements. The application of these special policies requires approval of the planning commission.

B. Effect of Historic Building Special Policies. All development within the significant structures area or changes to any of the surveyed historic buildings shall comply with the special approval criteria of HBC [18.60.020\(G\)](#). The borough shall process the permit application according to the appropriate process under this title except that a separate and possibly concurrent review of the application shall be performed by the planning commission acting as the historic district committee.

C. Historic District Committee. The planning commission shall act as the historic district committee. The commission, acting as the historic district committee, shall conduct or perform the duties established under this section or as required by state or federal regulations. The commission, when acting as the historic district advisory committee, shall endeavor to include within its membership as ex officio members the following composition: one architect or historical architect and one historian or related disciplines.

D. Preexisting Historic Areas. The following are the currently established historic districts:

1. Fort William H. Seward Local Historic District.

a. Description of Appearance. The principal structures are: the barracks, officers' homes, quartermasters, hospital, fire hall, warehouses and the Port Chilkoot Dock. The structures are situated around the parade grounds set against a backdrop of majestic mountain peaks of the Chilkat Range, overlooking the scenic beauty of the waters of Portage Cove, a portion of the upper Lynn Canal.

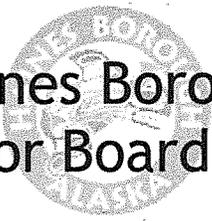
b. Statement of Significance. Fort William H. Seward was established in 1898 and garrisoned in 1904; the principal buildings of Fort William H. Seward are the best surviving structures of the 11 military posts erected in Alaska to police the gold rushes of 1897 to 1904. The United States was involved in the boundary dispute with Canada and Fort William H. Seward was the only army post in Alaska between World Wars I and II. In 1945 the fort was closed and declared surplus. On April 4, 1947, a group of veterans arranged under the Port Chilkoot Company, through the War Assets Act, to purchase the fort. In the ensuing three years, it was determined that the quitclaim deed provided by the U.S. government was exercised three days after the expiration of the War Assets Act. An act of Congress was then required to formalize the transaction with Port Chilkoot Company. The act was passed in 1952. Fort William H. Seward was listed as part of the National Historic Site Register in 1972 and thereafter became a national historic landmark in 1978.

c. Geographical Area Defined. The boundaries of the Fort William H. Seward local historic district shall be defined as the exact boundaries certified by the United States National Park Service under authority of the Historic Sites Act adopted by Congress in 1935 and designated as a national landmark in 1978.

“Fort William H. Seward, Haines, Alaska, Design guidelines and Standards” excerpt:

Theatre District, immediately south of the Church District, is currently the Chilkat Center for the Arts, functioning as a 350 seat community theatre. The building was built in 1890 as a cannery and warehouse and was moved to this site in 1919. While not architecturally compatible with Fort architecture, it is of historic vintage. In communities as well ordered and organized as the Fort, this can be viewed as an example of the occasional irregular and spontaneous evolution in community design.

Haines Borough Application for Board Appointment



RECEIVED Haines Borough

AUG 03 2012

Clerk's Office

- Appointment** (I am not currently on the board)
 Reappointment (I am currently a member of the board)

Check the board, commission, or committee for which you are applying :

<input checked="" type="checkbox"/>	Planning Commission		Boat Harbor Advisory Committee
	Tourism Advisory Board		Fire Service Area Board #1
	Chilkat Center Advisory Board		Fire Service Area Board #3 (Klehini)
	Parks and Recreation Advisory Board		Letnikof Estates Road Maintenance Service Area Board
	Museum Board of Trustees		Riverview Road Maintenance Service Area Board
	Library Board of Trustees		Historic Dalton Trail Road Maintenance Service Area Board
	Public Safety Commission		Four Winds Road Maintenance Service Area Board
	Temporary (Ad-hoc) Board/Committee _____		

Name: Robert W. Miller
 Residence Address: Lot 7 Block 1 Chilkoot Inlet Subdivision
 Mailing Address: PO Box 742 Haines AK 99827
 Business Phone: _____ Home Phone: 907 766-2755
 Fax: _____ Email: robandardy@gmail.com

I declare that I am willing to serve as a member of the designated board, commission, or committee. Please enter my name for consideration of appointment by the mayor, subject to confirmation by the assembly. I am a registered voter of the State of Alaska and have resided within the Haines Borough for at least thirty (30) days preceding this date or the date of appointment.

Robert W. Miller
 Signature of Applicant

Aug 3, 2012
 Date

PLEASE BRIEFLY DESCRIBE YOUR QUALIFICATIONS (You may attach a resume):
see attached resume and letter of interest

* HBC 2.60.020 - A member of a committee, board or commission shall be a resident of the borough as defined below...a person qualifying as a borough resident shall: A) Continue to maintain the person's principal place of residence within the corporate boundaries of the borough and have done so for at least 30 days immediately preceding the date of the person's appointment by the mayor; and B) Physically occupy said residence for at least 30 days immediately preceding the date of the person's appointment by the mayor.

Ms. Stephanie Scott, Mayor
Haines Borough
Haines, Alaska

August 3, 2012

Robert W. Miller
PO Box 742
Haines, AK 99827

Dear Ms. Scott:

I am hereby expressing my interest in being appointed to the vacant Haines Borough Planning and Zoning Commission seat. I have lived in Haines since October, 2008, and owned property here since 1985. I have been an Alaska resident for over 30 years. As a retired civil/structural engineer, I feel that my experience will enable me to make a significant contribution to the Commission and have a positive impact on the development of this community, my chosen home.

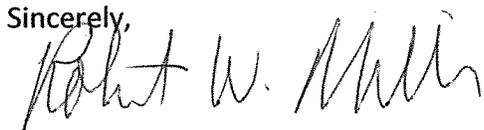
During my 23 year engineering career, I conducted public meetings, regularly met with municipal officials, and contributed technical expertise on a project-based level to a variety of Alaskan communities. I would very much enjoy an opportunity to use some of what I have learned here at home.

During this time, I became very familiar with a variety of building and construction codes, from both design and construction perspectives. I saw first-hand how the enactment (as well as non-enactment) of codes and requirements affected Alaskan communities and their residents, contractors, and governments. I worked with the Uniform Building Code as well as its successors, the International Building Code and the Residential Building Code. I worked extensively with the American Welding Society codes, served on a national subcommittee that modified and maintained them, and was a certified welding inspector for 9 years. As a bridge and marine designer, I worked with the American Association of State Highway and Transportation Officials (AASHTO) Bridge design and welding codes, as well as working in areas of engineering (i.e. offshore design and coastal engineering) where no code clearly applies.

In addition, as an engineering manager, I worked closely with planners and budgetary personnel to help set DOT&PF priorities for the Southeast region. This task involved interacting with communities, soliciting input, and obtaining local concurrence for DOT&PF projects.

If there are any questions about my experiences, views, general outlook, or any aspect relevant to the duties of this seat, please feel free to contact me at 766-2755.

Sincerely,



Robert W. Miller, P.E.

RESUME OF ROBERT MILLER, P.E.

P.O. Box 742
Haines, Alaska 99827
(907) 766-2755

Date of Birth: February 17, 1953

Certifications: Registered Professional Engineer, State of Alaska no. CE 7436 (1987 initial registration, currently in retirement status).

Previous (expired) certifications:

Certified Welding Inspector, American Welding Society no. 97050531 1997-2006
ICBO Special Inspection certifications for Structural Steel, Masonry, and Reinforced Concrete, 1990-1995

Education: Bachelor of Arts in Philosophy, University of Washington, 1982
Bachelor of Science in Civil Engineering, University of Washington, 1982
Master of Science in Civil Engineering, University of Washington, 1984, emphasis on structural engineering.

Work History: Project Engineer, State of Alaska Northern Region, Nome, 2005-2007

Managed Construction of Kotzebue Airport Maintenance and Flight Control facility (ARFF & SREB), and Sand Storage Building. Position required enforcement of contracts and payment approvals for work appropriately completed. Knowledge of building codes and practices essential. Supervisor: Al Moor

Bridge Engineer, State of Alaska Bridge Design Section, Juneau, 2001-2005

Designed highway bridges. All work done in accordance with AASHTO code for Highway Bridges. Supervisors: Steve Bradford, Rich Pratt

Marine Engineering Manager, State of Alaska Southeast Region, Juneau, 1998-2001

Supervised a team of 5 engineers and detailers which designed and inspected ferry terminals and harbor facilities. Supervisor: Jack Beedle

Bridge Engineer, State of Alaska Bridge Design Section, Juneau, 1992-2001

Designed Highway bridges. Supervisors: Larry Carlson, Steve Bradford.

Design Engineer, Peratrovich, Nottingham, and Drage Consulting Engineering, Juneau, 1984-1991.

Wide variety of coastal engineering as well as residential and commercial structural design.

Additional: Served on American Welding Society subcommittee D1.4, which was responsible for writing and maintaining code provisions governing welding of reinforcing steel.

Sacramento County Code excerpt regarding Vacant Buildings:

16.18.401 Generally.

It is hereby declared a public nuisance for any person owning, leasing, occupying or having charge or possession of any premises in this county to maintain such premises in such a manner that any one or more of the conditions or activities described in the following subsections are found to exist:

w. The failure to maintain and monitor any vacant building or property so as to constitute a condition detrimental to property values in the neighborhood or otherwise detrimental to the public welfare.

The existence of any one or more of the following property conditions constitutes a violation of this subdivision:

1. The property contains overgrown, diseased, dead or decayed trees, weeds or other vegetation that:

i. Constitutes a fire hazard or other condition that is dangerous to the public health, safety, welfare, or

ii. Creates the potential for the harboring of rats, vermin, vector, or other similar nuisances, or

iii. Substantially detracts from the aesthetic and property values of neighboring properties, or

iv. Is overgrown onto a public right-of-way at least twelve (12) inches, or

v. Is completely dead, over twelve (12) inches in height, and covers more than fifty (50) percent of the front or side yard visible from any street;

2. The property fails to comply with applicable development permit requirements with respect to any landscaping requirements;

3. The property contains exterior trash, debris, junk, or graffiti not regularly removed;

4. The property and all building entry points are not secured to prevent entry into the property and building by persons or animals;

5. Criminal activity is occurring on the premises, including, but not limited to, use and sale of controlled substances, prostitution, criminal street gang activity, loitering or trespassing.