



Haines Borough
Planning Commission Meeting
October 13, 2016
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**, and Commissioners Lee **Heinmiller**, Brenda **Josephson**, Don **Turner III**, Heather **Lende**, Rob **Miller** (via telephone), Larry **Geise** (via telephone).

Staff Present: Jan **Hill**, Mayor, **Bill Seward**, Borough Manager; Brad **Ryan**, Facilities Manager; Patrick Munson, Borough Attorney; Holly **Smith**, Borough Planner.

Also Present: Diana **Lapham**, Assembly Member; Paul **Nelson**; Debra **Schnabel**, Sue **Waterhouse** (via telephone), Joe **Parnell**, Carol **Tuynman**; Don **Turner Jr.**; Mike **Denker**; Greg **Seymour**; Tom **Morphet**, Linda **Moyer**; Liz **Heywood**; Evelynna **Vignola**; Leonard **Dubber**.

3. **APPROVAL OF AGENDA**

Motion Turner moved to approve the agenda and **Lende** seconded. The motion carried unanimously.

4. **APPROVAL OF MINUTES** – A mistake was found on the meeting minutes and it was decided to approve them at the next regularly scheduled meeting.
5. **PUBLIC COMMENTS** - Carol **Tuynman** commented on lack of historic building review. **Parnell** commented that the Portage Cove Harbor Expansion project should warrant a conditional use permit. **Turner Jr.** commented that the harbor is a public facility. **Vignola** commented about a survey she took.

6. **STAFF REPORTS**

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

Smith reported the number of permits issued and ongoing projects. Included in the projects is an Action Summary survey sent to Borough Staff and Committee members as part of the Phase I Comprehensive Plan Review. A copy of the survey was included in the Agenda packet and planning commissioners were asked to fill them out and return to her by October 19. The Planner will update the Commission on other developments of the Comp Plan Review when the contract with Sheinberg Associates is finalized.

7. PUBLIC HEARINGS

A. Requests to hear appeals regarding the issuance of a Land Use Permit for the Portage Cove Harbor Expansion Project:

1. **Paul A. L. Nelson** - Appealing the decision of the Borough Manager to grant the Land Use Permit of "Portage Cove Harbor Expansion" without a Conditional Use Permit.

Motion: **Lende** made a motion to hear Mr. Nelson's appeal and **Josephson** seconded. The motion carried 6-1, with **Miller** opposed.

Motion: **Turner III** moved to uphold the Manager's Decision with the stipulation that it is for Phase I of the Harbor Expansion, and **Geise** seconded.

Primary Amendment Motion: **Josephson** moved to amend so it says "Breakwater, Dredge, and Fill; and **Turner III** seconded. The amendment motion carried unanimously.

The main motion, as amended, passed 6-1 with **Lende** opposed.

2. **Debra Schnabel** - Appealing the Manager's issuance of a land use permit for the harbor expansion project, citing violations of HBC 18.30.010, HBC 18.60.010, and HB 18.70.

Motion: **Josephson** made a motion to hear Ms. Schnabel's appeal and **Lende** seconded. The motion carried 6-1, with **Geise** opposed.

After presentation and discussion: Ms. Schnabel withdrew her appeal after discussion.

3. **Sue Waterhouse** - Appealing the issuance of the land use permit for the harbor expansion project, citing incompliance with applicable borough code.

Motion: **Lende** made a motion to hear Ms. Waterhouse's appeal and **Josephson** seconded. The motion carried unanimously.

Motion: **Goldberg** moved to uphold the Manager's Decision as recommended. The motion passed 5-2 with **Lende** and **Josephson** opposed.

8. Unfinished Business

- A. Capital Improvement Projects – Discussion Item** – This item was up for discussion at the request of Bill Seward, Borough Manager.

Discussion: After extensive discussion, including proposals to reduce the \$100,000 limitation, changes to the proposed Ordinance 16-01-429 were unanimously recommended to the Assembly for adoption.

Motion: **Turner** moved to recommend the Assembly adopt the code change as amended; **Heinmiller** seconded the motion; the motion passed **unanimously**.

9. New Business

- A. Haines Borough Code Amendments**

1. **Parks Code Definitions – Discussion item** – This item was up for discussion at the request of the Parks and Recreation Committee. This item was continued until the November 10, 2016 meeting to accommodate a public hearing on the matter.
2. **Comprehensive Plan Review** – Review of Ordinance 16-10-446 at the request of William Seward, Borough Manager.

Motion: **Lende** moved to recommend to the Assembly to adopt the Amended draft ordinance 16-10-446 to require the Planning Commission to review the comprehensive plan every “six” years instead of two; **Turner** seconded the motion; it passed unanimously 6-0 (at this point **Geise** left the meeting).

B. Other New Business

1. **Discussion: Increase Height Limits from 30 feet to 35 feet** was requested by **Josephson** to address the difference between the Haines height restriction of 30 feet and other Southeast Alaskan communities’ height restrictions of 35 feet.

Motion: **Lende** moved that Staff research this issue and provide a recommendation at the December meeting; seconded by **Josephson**; passed unanimously 5-0 (at this point Miller has left the meeting).

2. **Report from the Waterfront Aesthetics Subcommittee.** Ex-officio Diana **Lapham**, who chairs the Subcommittee, spoke about the community workshop held on October 12th. Facilities manager Brad Ryan gave a presentation about the Coastal Trails and Waterfront Design RFP and Planner Holly Smith led the group in a brainstorm/voting workshop.
3. **Planning Commission Resolution in Support of the Planning Commission’s Role in the Public Planning Process:**

Motion: **Lende** moved to adopt the Planning Commission resolution supporting the public planning process; and it was seconded by **Turner**. The motion passed unanimously 5-0.

10. Commission Comments

Suggestion was made to codify due dates for packets like the assembly has in HBC 2.10.030. Chairman **Goldberg** indicated that he would be absent during the November 10th PC Meeting and **Heinmiller** acknowledged he would run the meeting. **Josephson** indicated that she would absent during the November 3rd workshop.

11. Correspondence

- A. Letter from the **Haines Chamber of Commerce** in support of the Harbor Expansion Project by whatever regulatory measures the Commission deems appropriate.
- B. Letter from property owner Linda **Moyer** requesting Planning Commission opinion on the zone in which her property is located. Currently, **Moyer’s** property is in a Rural Residential Zone, which has a minimum lot size restriction of 10,000 s.f. Most properties in her neighborhood are smaller than the minimum requirement because of nonconformance. She would like to subdivide and build a second home her lot. **Goldberg** suggested he work with the planner to investigate a possible change to zoning code.

12. **SET MEETING DATES**

A. Regular Meeting — **November 10, 2016.**

B. Workshop – Coastal Management Plan Workshop, November 3rd at 6:30 in Assembly Chambers.

13. **ADJOURNMENT**– 11:27 p.m.

Holly Smith, Planner