

**Haines Borough**  
**Borough Assembly Meeting #478**  
**AGENDA**

**November 14, 2023 -6:30pm**

**Location: In Assembly Chambers and on ZOOM**

**Thomas Morphet**  
Mayor

**Natalie Dawson**  
Assembly Member

**Gabe Thomas**  
Assembly Member

**Kevin Forster**  
Assembly Member

**Debra Schnabel**  
Assembly Member

**Ben Aultman-Moore**  
Assembly Member

**Craig Loomis**  
Assembly Member

**Annette Kreitzer**  
Borough Manager

**Alekka Fullerton**  
Borough Clerk

**Kiersten Long**  
Deputy Clerk

**Haines Borough ZOOM information** (You must download Zoom first)

Webinar ID: 861 1592 1352

Passcode: 709670

- 1. CALL TO ORDER/PLEDGE TO THE FLAG/ROLL CALL**
- 2. APPROVAL OF AGENDA & CONSENT AGENDA**

*[The following Consent Agenda items are indicated by an asterisk (\*) and will be enacted by the motion to approve the agenda. There will be no separate discussion of these items unless an assembly member or other person so requests, in which event the asterisk will be removed and that item will be considered by the assembly on the regular agenda.]*

Consent Agenda:

3A - Approve Minutes from 10/24/23 Board of Equalization

3B - Approve Minutes from 10/24/23 Regular Assembly Meeting

3C - Approve Minutes from 10/30/23 SPECIAL Assembly Meeting

3D - Approve Minutes from 11/08/23 SPECIAL Assembly Meeting

11C7 - Lutak Dock- Assembly Workshop notice

- \*3. APPROVAL OF MINUTES** -Approve Minutes of:

**A.** 10/24/23 Board of Equalization Meeting

**B.** 10/24/23 Regular Assembly Meeting

**C.** 10/30/23 SPECIAL Assembly Meeting

**D.** 11/08/23 SPECIAL Assembly Meeting

- 4. PUBLIC COMMENTS** – [For any topics not scheduled for public hearing. Individual comments are limited to 3 minutes] *Note: during this section of the agenda, the assembly will listen and take notes. No official action will be taken at this time.*

- 5. ASSEMBLY COMMENTS**

- 6. MAYOR’S REPORT AND COMMENTS**

- 7. PUBLIC HEARINGS**

**A.** **Ordinance 23-10-660** – First Hearing  
**An ordinance of the Haines Borough adopting the restated Port of Haines Terminal Tariff No. 3.**

**B.** **Ordinance 23-10-661** – First Hearing  
**An Ordinance of the Haines Borough amending Haines Borough Code Title 2 to clarify the Assembly Agenda.**

**C.** **Ordinance 23-10-662** – Second Hearing  
**An Ordinance of the Haines Borough setting the date that determines delinquency for certain tax payments to December 31, 2023 in order to provide a grace period for penalties and interest on certain delinquent tax payments.**

- 8. STAFF/FACILITY REPORTS**

**A.** **Borough Manager Report** – 11/9/23 Report

HEDC Presentation on Chilkat Valley Energy Report

**B.** **Transmittal of Statement of Valuation for 2023 Certified Tax Roll**

**C.** **Finance Director Report - 2019-2023 Sales Tax Comparison**

- 9. COMMITTEE/COMMISSION/BOARD REPORTS & APPROVED MINUTES**

**A.** **Planning Commission** – Minutes from 8/10/23 Meeting

## 10. UNFINISHED BUSINESS

### A. Ordinance 23-09-656

#### **An Ordinance of the Haines Borough Assembly Repealing Haines Borough Code Title 2, Section 2.50 Public Safety Commission**

*This Ordinance was referred to the GASC for further development. The GASC met on November 7, 2023 and recommended changes to the ordinance.*

**Motion:** Adopt Ordinance 23-09-656 as recommended by the GAS Committee.

## 11. NEW BUSINESS

### A. Resolutions (Individual comments are limited to 3 minutes)

#### 1. Resolution 23-11-1071

**A Resolution of the Haines Borough Assembly authorizing the correction of the 2022 and 2023 property assessment rolls and resulting tax bills for Real Property account, C-COV-00-0100, which apparently had an incorrect assessed value due to a manifest clerical error.**

**Motion:** Adopt Resolution 23-11-1071

#### 2. Resolution 23-11-1072

**A Resolution of the Haines Borough Assembly authorizing the Borough Manager to extend a the construction contract with Glacier Construction, Inc. dba Southeast Road Builders for the Beach Road Repairs Dec 2020 Storm Event 4585-DR-AK project by 273 days and increase the contract by an amount not to exceed \$6,243.52.**

**Motion:** Adopt Resolution 23-11-1072

#### 3. Resolution 23-11-1073

**A Resolution of the Haines Borough Assembly authorizing the Borough Manager to extend the construction contract with Glacier Construction Inc., dba Southeast Road Builders for the Soap Suds Alley Area Repairs Dec 2020 Storm Event 4585-DR-AK project by 243 days and increase the contract for an amount not to exceed \$15,042.62.**

**Motion:** Adopt Resolution 23-11-1073

#### 4. Resolution 23-11-1074

**A Resolution of the Haines Borough Assembly supporting full funding in the amount of \$7,644,677 for the State of Alaska Municipal Harbor Facility Grant Program in the FY 2025 state capital budget.**

**Motion:** Adopt Resolution 23-11-1074

### B. Ordinances for Introduction - None

### C. Other New Business

#### 1. Comprehensive Plan Update - Verbal

#### 2. Appeal of Planning Commission Decision

*On 10/23/23, the planning commission approved a conditional use permit (#23-87) for Glacier Construction Inc, dba Southeast Road Builders for resource extraction in the Waterfront Industrial Zone located at C-LTR-04-0090/0700/0010 (Site A) and C-LTR-04-1000/2940/0900/0800 (Site B). A timely appeal requests were received from Ann Myren/Tim McDonogh, Gershon Cohen and Carol Tuynman. The burden of proof is on the appellant to make the case that a rehearing by the assembly is warranted.*

## 11. NEW BUSINESS

### C. Other New Business

#### 2. Appeal of Planning Commission Decision – *Continued*

**Assembly Action Needed at THIS meeting:** *Per HBC 18.30.060, following the appellant's presentation, the assembly must decide by motion:*

- *whether or not to rehear the commission's decision and, if so,*
- *whether to rehear the entire decision or a particular portion.*

**Note:** *Any rehearing must take place at the next regularly scheduled assembly meeting, November 28, 2023 and include a duly-noticed public hearing.*

#### 3. **Heliport Moratorium (Resolution 23-09-1064) from Planning Commission**

*Mayor's recommended motion: Re-refer Resolution 23-09-1064 to the Planning Commission for further development.*

#### 4. **Adoption of New Assembly Policy re Public Testimony –**

*At the October 26, 2023 meeting, the Mayor indicated that he would bring a proposed change to the existing Assembly Policy re Public Testimony. Borough Assembly requested the clerk update the Assembly Policy re Public Testimony and bring it back to the Assembly at this meeting.*

#### 5. **Request for Assembly Action – Paul Rogers**

*Mayor's recommended motion: Refer this matter to the Property Tax Assessment Ad Hoc Committee to discuss desired qualifications for the Haines Borough Assessor.*

#### 6. **Executive Session for Consideration of Community Builder Award**

**Nominations.** *Pursuant to Resolution 23-09-1060, the Assembly shall meet in executive session to consider the nominations for the 2023 Community Builder Award. **Proposed Motion:** Move into executive session as allowed by AS 44.62.310(c)(2) to discuss the qualifications, reputation and character of nominees. At the end of the executive session, the assembly should come back into regular session to vote on the winner of the 2023 Community Builder Award. Pursuant to Resolution 23-09-1060, the winner must be determined by at least 5 votes of the Assembly.*

#### \*7. **Lutak Dock Replacement Update** – *Assembly Workshop to be held on Wednesday, November 15, 2023 at 5:30 pm.*

## 12. CORRESPONDENCE

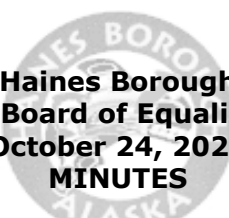
### A. Rasmuson Foundation Grant Award for Jenae's Palyground

## 13. SET MEETING DATES

## 14. PUBLIC COMMENT

## 15. ANNOUNCEMENTS/ASSEMBLY COMMENTS/DIRECTION TO OFFICERS

## 16. ADJOURNMENT



Haines Borough  
2023 Board of Equalization  
October 24, 2023  
MINUTES

Draft

1. **CALL TO ORDER/PLEDGE TO THE FLAG:** Mayor **OLERUD** called the Board of Equalization meeting to order at 6:15 p.m. in the Assembly Chambers and led the pledge to the flag. This meeting is a continuation of the 2023 BOE.

**ROLL CALL: Present:** Mayor Douglas **OLERUD**, Board of Equalization Members Cheryl **STICKLER**, Margarette **JONES**, Debra **SCHNABEL**, Ben **AULTMAN-MOORE** and Gabe **THOMAS** was absent. Jerry **LAPP** was absent.

**Staff Present:** Annette **KREITZER**/Borough Manager, Alekka **FULLERTON**/Borough Clerk, Kiersten **Long**/Deputy Clerk.

2. **APPROVAL OF AGENDA & CONSENT AGENDA**

**Motion:** **AULTMAN-MOORE** moved to "approve the agenda," and the motion carried unanimously.

3. **APPROVAL OF MINUTES – 10/23/23 BOE Minutes.**

**Motion:** **THOMAS** moved to "approve the 10/23/23 BOE minutes," and the motion carried unanimously.

**Motion:** **STICKLER** moved "Pursuant to HBC 3.72.120(D) the 2023 BOE has finished its business and certifies its result its results to the Assessor," and the motion carried unanimously.

4. **ANNOUNCEMENTS/BOARD COMMENTS:** None

5. **ADJOURNMENT at 6:18 pm.**

ATTEST:

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Thomas C. Morphet, Mayor

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Alekka Fullerton, MMC, Borough Clerk

Haines Borough  
Borough Assembly Meeting #477  
October 24, 2023  
MINUTES

Draft

3B

1. **CALL TO ORDER/PLEDGE TO THE FLAG/ROLL CALL:** Mayor **OLERUD** called the meeting to order at 6:30 pm in the Assembly Chambers and led the pledge to the flag.

**Present:** Mayor Douglas **OLERUD**, Mayor Thomas **MORPHET**, Assembly Members Gabe **THOMAS**, Debra **SCHNABEL**, Ben **AULTMAN-MOORE**, Margarette **JONES**, Cheryl **STICKLER**, Kevin **FORSTER**, Craig **LOOMIS** and Natalie **DAWSON** were present. Jerry **LAPP** was absent.

**Staff Present:** Alekka **FULLERTON**/Clerk, Kiersten **LONG**/Deputy Clerk, Jila **STUART**/Finance Director, Annette **KREITZER**/Manager.

**Visitors Present:** Brenda **JOSEPHSON**, Kim **ROSADO**, Burl **SHELDON**, Heather **LENDE**, Mark **SMITH**, Richard **CLEMENT**, Paul **ROGERS**, Blyth **CARTER**, Roy **JOSEPHSON**, Joe **PARNELL**, Sharon **RESNICK**, Cary **WEISHAHN** and others.

2. **APPROVAL OF AGENDA & CONSENT AGENDA**

**Motion:** **AULTMAN-MOORE** moved to "approve the agenda and the consent agenda" and the motion carried unanimously.

- \*3. **APPROVAL OF MINUTES: Minutes from 10/10/23 Regular Assembly Meeting**

*Note: The Minutes were approved by approval of the consent agenda: "Approve minutes from 10/10/23 Regular Assembly Meeting."*

4. **2023 HAINES BOROUGH GENERAL ELECTION**

**A. Certification of October 3, 2023 Haines Borough General Election**

**Motion:** **THOMAS** moved to "Declare the October 3, 2023 Borough Election valid and certify the election results," and the motion carried unanimously in a roll call vote.

*Clerk's Note: Official Results attached.*

**B. Thank you to outgoing Mayor and Assembly Members: Douglas Olerud, Cheryl Stickler, Jerry Lapp and Margarette Jones.**

**C. Administration of Oaths to Newly-Elected Mayor and Assembly Members: Tom Morphet, Kevin Forester, Natalie Dawson and Craig Loomis.**

Clerk **FULLERTON** administered the oath of office to Mayor **MORPHET**, Assembly Members **FORESTER**, **LOOMIS** and **DAWSON**.

*\*\* At this point in the meeting, Mayor Morphet and Assembly Members Forester, Loomis and Dawson joined the other Assembly Members at the dais.*

5. **PUBLIC COMMENTS:**

**LENDE** – Read a blessing

**SHELDON** – Thank you and critical of assessments

**B. JOSEPHSON** – Critical of Assessments

**ROGERS** – Critical of Assessments

**SMITH** – Critical of Assessments

**CARTER** – Critical of Assessments

**ROSADO** – Critical of Assessments

**R. JOSEPHSON** – Critical of Assessments

**PARNELL** – Wants properties condemned

**PODSIKI** – Encouraging PSC

6. **ASSEMBLY COMMENTS and MAYOR'S REPORT and COMMENTS:**  
**LOOMIS** – Wants MARAD and FEMA review and concerned about tax assessments  
**SCHNABEL** – Time for comments

The Mayor introduced himself and offered to allow assembly members to use the Mayor's office; encourage dialogue with Manager between the meetings; intention to extend the time limit for public comments; announced office hours 3-5 daily and from 5:00-6:00pm by appointment; and handed out the committee appointments, among other ideas for changes.

7. **PUBLIC HEARINGS**

- A. **Ordinance 23-09-656** – Third Hearing  
**An Ordinance of the Haines Borough Assembly Amending Haines Borough Code Title 2, Section 2.50 Public Safety Commission**

The Mayor opened the public hearing at 7:27 pm and the following members of the public chose to speak with respect to this issue: **PODSIKI**

Hearing no further comments, the hearing was closed at 7:30 pm and returned to the Assembly for further consideration.

**Motion:** **SCHNABEL** moved to "Adopt Ordinance 23-09-656,"

**Primary Amendment:** **SCHNABEL** moved to "Amend Ordinance 23-09-656 to include:

B. shall review, investigate and make recommendations on any matter referred by the borough assembly or manager. The board may also, at the request and discretion of the fire chief or chief of police, be advisory to them in their duties and responsibilities; and existing

(B) will become (C)," and the motion carried unanimously," and the motion carried unanimously in a roll call vote.

**Motion:** **SCHNABEL** moved to "re-refer this ordinance to the GASC committee," and the motion carried unanimously.

- B. **Ordinance 23-09-657** – Second Hearing  
**An Ordinance of the Haines Borough Assembly Amending Haines Borough Code Title 3 Required Property Tax Exemptions**

The Mayor opened and closed the public hearing at 7:44 pm since no member of the public chose to speak with respect to this Ordinance.

**Motion:** **AULTMAN-MOORE** moved to "Adopt Ordinance 23-09-657," and the motion carried unanimously in a roll call vote.

- C. **Ordinance 23-09-658** – Second Hearing  
**An Ordinance of the Haines Borough Assembly Amending Haines Borough Code Title 8.14 Custody and Removal of Dead Bodies.**

The Mayor opened and closed the public hearing at 7:45 pm since no member of the public chose to speak with respect to this Ordinance.

**Motion:** **THOMAS** moved to "Adopt Ordinance 23-09-658," and the motion carried unanimously in a roll call vote.

**7. PUBLIC HEARINGS - Continued**

**D. Ordinance 23-09-659 – Second Hearing  
**An Ordinance of the Haines Borough, Providing for the Addition or Amendment of Specific Line Items to the FY24 Budget.****

The Mayor opened the public hearing at 7:46 pm and the following members of the public chose to speak with respect to this Ordinance: **COHEN, PODSIKI**

Hearing no further comments, the hearing was closed at 7:49 pm and returned to the Assembly for further consideration.

**Motion:** **SCHNABEL** moved to "Adopt Ordinance 23-09-659

**Primary Amendment:** **SCHNABEL** moved to "amend the ordinance to appropriate \$1,000 for the Community Builder Award," and the motion carried 5-1 with **LOOMIS** in opposition.

And the main motion, to adopt Ordinance 23-09-659, as amended, carried 5-1 with **LOOMIS** in opposition.

**8. STAFF/FACILITY REPORTS AND DIRECTION TO OFFICERS**

**A. Borough Manager Report – Verbal**

**9. COMMITTEE/COMMISSION/BOARD REPORTS & APPROVED MINUTES**

**A. Ports and Harbors Advisory Committee** – Minutes from the 8/24/23 meeting

**B. Government and Services Committee** – Minutes from the 9/18/23 meeting

**C. Commerce Committee** – Minutes from the 9/19/23 meeting

**10. UNFINISHED BUSINESS – None**

**11. NEW BUSINESS**

**A. Resolutions**

**1. Resolution 23-10-1069**

**A Resolution of the Haines Borough Assembly Authorizing and Designating Certain Persons to Sign and Endorse Checks Pertaining to the Borough's First National Bank Alaska Accounts, and Authorizing Certain Persons as Signatories for the Borough's Security Cash Accounts and Investments.**

No member of the public chose to speak with respect to this Resolution.

**Motion:** **AULTMAN-MOORE** moved to "Adopt Resolution 23-10-1069," and the motion carried unanimously in a roll call vote.

**2. Resolution 23-10-1070**

**A Resolution of the Haines Borough Assembly authorizing the Borough Manager to purchase items required for the Wastewater Treatment Plant Upgrade required by the 2020 Storm event from DXP/Alaska Pump & Supply for an amount not to exceed \$35,572.**

No member of the public chose to speak with respect to this Resolution.

**Motion:** **THOMAS** moved to "Adopt Resolution 23-10-1070," and the motion carried unanimously in a roll call vote.

**11. NEW BUSINESS - Continued**

**B. Ordinances for Introduction**

**1. Ordinance 23-10-660**

**An ordinance of the Haines Borough adopting the restated Port of Haines Terminal Tariff No. 3 and adopting a revised Harbor Fee Schedule.**

**Motion:** **AULTMAN-MOORE** moved to "Introduce Ordinance 23-10-660 and set a first public hearing for 11/14/23 and a second public hearing for 11/28/23," and the motion carried unanimously.

**2. Ordinance 23-10-661**

**An Ordinance of the Haines Borough amending Haines Borough Code Title 2 to clarify the Assembly Agenda.**

**Motion:** **SCHNABEL** moved to "Introduce Ordinance 23-10-661 and set a first public hearing for 11/14/23 and a second public hearing for 11/28/23," and the motion carried unanimously.

**C. Other New Business**

**1. Senior Exemption Unable To Comply "Good Cause Determination" Form**

**Motion:** **AULTMAN-MOORE** moved to "To allow a good cause exemption for David Shackford, waive the claimant's failure to make timely application and authorize the assessor to accept his application as if timely filed since failure to apply was due to a serious medical condition beyond the taxpayer's control," and the motion carried unanimously in a roll call vote.

**Motion:** **SCHNABEL** to "refer the timeliness and description of medical exemption to the GAS committee," and the motion carried unanimously.

**2. Comprehensive Plan Update - Verbal**

**3. Lutak Dock Replacement Update - Verbal**

**12. CORRESPONDENCE -None**

**13. SET MEETING DATES -**

**A. Assembly Workshop re Lutak Dock- TBD**

**B. Assembly Workshop re Public Safety Building - TBD**

**C. Assembly Workshop re Porcupine Road - 11/16/23 at 5:30 pm**

**D. Assembly Workshop re Assessments - 11/2/23 at 5:30 pm**

**E. Assembly 101 - 11/8/23 5:30 pm**

**Motion:** **SCHNABEL** moved to "suspend the rules to have a free flowing discussion about dates," and the motion carries unanimously.

**14. PUBLIC COMMENT -**

**TUYNMAN** - publicize meetings

**ROSADO** - Critical of assessments

**KERMOIAN**- Upcoming meetings

**B. JOSEPHSON** - Thank you for setting assessment meetings

**RESNICK** - Hard time hearing assembly members



**15. ANNOUNCEMENTS/ASSEMBLY COMMENTS/DIRECTION to OFFICERS:**

**AULTMAN-MOORE** – ZOOM problems last night

**SCHNABEL** – Anything can be done about penalties and interest

**16. ADJOURNMENT at 9:24 pm.**

\_\_\_\_\_  
Douglas Olerud, Mayor

ATTEST:

\_\_\_\_\_  
Alekka Fullerton, MMC, Borough Clerk

Haines Borough  
Borough Assembly SPECIAL Meeting  
October 30, 2023  
MINUTES

Draft

3C

1. **CALL TO ORDER/PLEDGE TO THE FLAG/ROLL CALL:** Mayor **MORPHET** called the meeting to order at 5:32pm in the Assembly Chambers and led the pledge to the flag.

2. **ROLL CALL**

**Present:** Mayor Tom **MORPHET**, Assembly Members Ben **AULTMAN-MOORE**, Kevin **FORSTER**, Natalie **DAWSON**, Craig **LOOMIS**, and Debra **SCHNABEL** were present. Gabe **THOMAS** was not present.

**Staff Present:** Annette **KREITZER**/Borough Manager, Kiersten **LONG**/Deputy Clerk, Jila **STUART**/Chief Fiscal Officer.

**Visitors Present:** Katie Emma **BEGLEY**, Blythe **CARTER**, Kim **ROSADO**, Brenda **JOSEPHSON**, Glenda **GILBERT**, Paul **ROGERS**, Mark **SMITH**, Joanie **WAGNER**, Carol **TUYNMAN**, and others on zoom.

3. **APPROVAL OF SPECIAL MEETING AGENDA**

**Motion:** **SCHNABEL** moved to “approve the Special Meeting agenda” and the motion carried unanimously.

4. **PUBLIC COMMENTS:**

**BEGLEY** – Thank you to the assembly for being responsive to the community.

**CARTER** – Ordinance 23-10-662

**ROSADO** – Ordinance 23-10-662

**JOSEPHSON** – Ordinance 23-10-662

**GILBERT** – ADHOC committee for property tax

**ROGERS** – Supplemental Documents sent in

\*The Mayor Called a brief recess because of zoom difficulties.

**SMITH** – 2023 Property Tax

**WAGNER** – 2023 Property Tax

5. **NEW BUSINESS**

A. **Ordinance 23-10-662**

**An Ordinance of the Haines Borough Assembly setting the date that determines delinquency for certain tax payments to December 1, 2023 in order to provide a grace period for penalties and interest on certain delinquent tax payments.**

**Motion:** **SCHNABEL** moved to “Introduce Ordinance 23-10-662 and set a first public hearing for 11/7/23 and a second public hearing for 11/8/23”

**Primary Amendment:** **SCHNABEL** moved to “Change the word “value” to the assessment of properties generally increased in the third whereas” and the amendment carried 4-1 with **LOOMIS** opposed.

**5A. Ordinance 23-10-662 – Continued**

**Primary Amendment:** **SCHNABEL** moved to “change the 4<sup>th</sup> whereas statement to the Haines Borough received a significant number of appeals” and the amendment to the motion carried unanimously.

**Primary Amendment:** **FORSTER** moved to “change the tax delinquency date to December 31, 2023” and the amendment to the motion carried unanimously.

**Primary Amendment:** **SCHNABEL** moved to “change the First public hearing date to November 8<sup>th</sup>” and the motion carried unanimously.

**Primary Amendment:** **SCHNABEL** moved to “change the Second Public hearing date to November 14” and the motion carried unanimously.

And the motion, as amended, carried unanimously in a roll call vote.

**6. PUBLIC COMMENT:**

**TUYNMAN** – asked a clarifying question about ordinance 23-10-662

**ROSADO** – Ordinance 23-10-23

**JOSEPHSON** – Property Tax

**BEGLEY** – Property Tax

**7. ANNOUNCEMENTS/ASSEMBLY COMMENTS:**

**SCHNABEL** – Assembly work shop

**8. ADJOURNMENT at 6:39 pm**

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Thomas C. Morphet, Mayor

ATTEST:

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Alekka Fullerton, MMC, Borough Clerk

Haines Borough  
Borough Assembly SPECIAL Meeting  
November 8, 2023  
MINUTES

Draft

3D

1. **CALL TO ORDER/PLEDGE TO THE FLAG/ROLL CALL:** Mayor **MORPHET** called the meeting to order at 5:31 pm in the Assembly Chambers and led the pledge to the flag.

2. **ROLL CALL**

**Present:** Mayor Tom **MORPHET**, Assembly Members Ben **AULTMAN-MOORE**, Kevin **FORSTER**, Natalie **DAWSON**, Craig **LOOMIS**, and Debra **SCHNABEL** were present. Gabe **THOMAS** was not present.

**Staff Present:** Annette **KREITZER**/Borough Manager, Alekka **FULLERTON**/ Clerk, Kiersten **LONG**/Deputy Clerk.

**Visitors Present:** Katie Emma **BEGLEY**, Blythe **CARTER**, Kim **ROSADO**, Brenda **JOSEPHSON** and others on zoom.

3. **APPROVAL OF SPECIAL MEETING AGENDA**

**Motion:** **SCHNABEL** moved to "approve the Special Meeting agenda with adding correspondence" and the motion carried unanimously.

4. **PUBLIC COMMENTS:**

**CARTER** – Thank you for doing this  
**JOSEPHSON** – Supporting this Ordinance  
**ROSADO** – Supporting this Ordinance

5. **PUBLIC HEARING:**

A. **Ordinance 23-10-662**

**An Ordinance of the Haines Borough Assembly setting the date that determines delinquency for certain tax payments to December 1, 2023 in order to provide a grace period for penalties and interest on certain delinquent tax payments.**

The Mayor opened and closed the public hearing at 5:34 pm since no member of the public chose to speak with respect to this ordinance.

6. **PUBLIC COMMENT:** None

7. **ASSEMBLY COMMENTS:**

**SCHNABEL** – How to deal with correspondence

8. **CORRESPONDENCE:** Joyce Stockbridge's comment.

9. **ADJOURNMENT at 5:43 pm**

\_\_\_\_\_  
Thomas C. Morphet, Mayor

ATTEST:

\_\_\_\_\_  
Alekka Fullerton, MMC, Borough Clerk



7A

**Haines Borough  
Assembly Agenda Bill**

**Agenda Bill No.:** 23-1318  
**Assembly Meeting Date:** 11/14/23

Business Item Description:	Attachments:
Subject: Port Tariff Revision	1. Harbormaster Memo with side-by-side comparison 2. Ordinance 23-10-660 with restated Port Tariff 3. PHAC Recommendation 4. Proposed Changes to Port Tariff (showing changes)
Originator: Harbormaster	
Originating Department: Ports and Harbors	
Date Submitted: 10/5/23	

**Full Title/Motion:**  
No motion necessary.

**Administrative Recommendation:**  
This ordinance is recommended by the harbormaster.

**Fiscal Impact:**

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$	\$	\$	Increases in Dock Revenue

**Comprehensive Plan Consistency Review:**

Comp Plan Goals/Objectives: 4.5.5 Borough Enterprise Funds; Page 53	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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**Summary Statement:**

The Port and Harbor Advisory Committee has reviewed and recommends the changes to the Restated Port Tariff for Haines Terminal No.3. Since the last meeting, the Harbormaster has written a memo summarizing the proposed changes and a side-by-side comparison of the changes has been drafted.

**Referral:**

Referred to:	Referral Date:
Recommendation:	Meeting Date:

**Assembly Action:**

Meeting Date(s): 11/14/23	Public Hearing Date(s): 11/14/23, 11/28/23
	Postponed to Date:



# Memo

## Ports & Harbors

Date: October 30, 2023  
To: Borough Manager / Borough Assembly  
From: Shawn Bell, Harbormaster  
Re: Port Tariff

It is the recommendation of the Harbormaster that the Haines Borough Assembly approve the updated Port Tariff.

### **Background**

The original Port Tariff was adopted in 1994 and has undergone numerous revisions since. The last revision was made in 2019 in order to provide updates to expiring fee structures and increase revenue.

**Proposed Changes** - This current update to the Tariff is for 3 primary reasons:

1. To provide a fee structure for the next 5 years that slowly increases the rates. Rates have been adjusted in the following categories:
  - Lutak Dockage Rate, 3% increase yearly
  - Lutak Minimum Dockage, increased from \$80 to \$475
  - Lutak Minimum Storage & Wharfage, increased \$5 to \$150 for storage and \$5 to \$1,000 for Wharfage
  - Lutak Storage Charges, increased from \$.15 per square foot to \$.40 per square foot
  - Lutak Dock Per Gallon Flow-Thru Rate, 3% increase yearly
  - Lutak Dock Wharfage Rates, 3% increase yearly
  - PC Dockage, 5% increase yearly
  - Minimum Dockage Rates, increased from \$80 to \$450
  - PC Dock Anchor/Tendering Fee, increased from \$500 to \$550/\$1,100 based on length
  - Commercial Tour Per-Passenger Fee, 5% increase yearly
  - PC Dock Water Rates, increase from \$4.50 to \$6.00 per 1,000 gallons
  
2. To make needed changes to regulations, delete irrelevant sections of the Tariff, and reformatting to a concise and easy to read document.
  - Adjusted special lease requirements from 250 sq ft to 1,500 sq ft
  - Struck out "Joint Dock Use Area" section
  - Struck out "Lightering Float Per Docking Fee" section
  - Struck out old dock drawings
  - Please refer to the original Port Tariff to see all minor strikes.
  
3. To add sections that address changes in operations.
  - Lutak Dock AML Roll-On Roll-Off Facility
  - Lutak Dock Security/Tie Up Rates
  - PC Dock Security, flat fee based on vessel length, \$600/\$1,000.
  - PC Dock Tendering Tie Up, Flat Fee \$600

### **Estimated Revenue Increase**

Revenue would increase (if all were equal to the 2023 calendar year) for Lutak Dock by an estimated \$9,000 each year. PC Dock revenue would increase by an estimated \$63,000 the first year (largely due to the institution of a Port Security Fee) with subsequent years increasing by approximately \$14,000.

HAINES BOROUGH TARIFF COMPARISON  
Accompanies Harbormaster Port Tariff Memo October 30, 2023

Sections	Current Port Tariff	Proposed Port Tariff
<u>Document Structure</u>	Cumbersome, many sections irrelevant to Haines Borough, information related to each facility is scattered throughout the document	Eliminates irrelevant sections (which all read “not applicable”), consolidates all charges by facility; removes old dock drawings
<u>Rate Increases</u>		
<b>Lutak Dock</b>		
Dockage Rate	2019-2023 Rates increased 3% from \$4.11 to \$4.62	2024-2028 Rates will increase from \$4.76-\$5.36 (3% annually)
Minimum Dockage	Currently, flat rate of \$80	Increases 5% each year from 2024 (\$475) to 2028 (\$550)
Storage/Wharfage	\$5/\$5	\$150/\$1,000
Demurrage (Storage)	\$0.15/sq. ft.	\$0.40/sq. ft.
Security/Tie Up Rates	Not addressed	Regularly scheduled staff time (8-5 Mon – Sun) \$40.00 per hour/Non regular hours \$80.00 per hour. The Haines Borough observed holiday rate \$60.00 per hour regular hours/Non-regular hours \$120.00 per hour
Wharfage Rate	Rates for commodities loaded and unloaded at Lutak Dock including logs, gravel, explosives, etc.	Rates for commodities loaded and unloaded at Lutak Dock including logs, gravel, explosives, etc. Rates will increase 3% annually beginning in 2024
AML RO/RO	Not Addressed	Added language making clear responsibilities of third party users and that AML invoices and remits wharfage and dockage charges to Haines Borough

Fluid flow-through rate (including fuel)	5 million gals is the volume discount point; 2023: \$0.0285 under 5MG, and \$0.0249 at or over 5MG	Same volume discount point. 2024: \$0.0294 under 5MG, and \$0.0256 over 5MG; increasing 3% annually
<b>Port Chilkoot Dock</b>		
Dockage	Dependent on Length-Over-all (LOA) of the vessel – 2019 to 2023 – from \$2.25 to \$5.50	Increases are about 5% annually, also dependent on LOA. 2024 smallest ship is \$3.06 to largest \$7.03
Minimum Dockage	\$80	2024: \$450 increasing by 5% annually
SECURITY	Not Addressed	Based on vessel length, flat rate of \$600 or \$1,000
Anchor/Lightering Fee	Flat rate \$500	Based on vessel length (400') \$550 or \$1,100
Tie Up Fee (lightering vessels)		Flat rate \$600/day
Commercial Tour per passenger fee	\$30 minimum fee per vessel; and for 2023 \$0.58/passenger	\$35 minimum fee per vessel; increasing 5% annually beginning at \$0.61/passenger in 2024 and ending at \$0.74 in 2028
Water Rates	\$75 service charge + \$4.50 per 1,000 gals	\$75 service charge + \$6 per 1,000 gals



**An ordinance of the Haines Borough adopting the restated Port of Haines Terminal Tariff No. 3.**

**WHEREAS**, the Haines Borough owns and operates the Portage Cove Harbor, Letnikof Cove Harbor and the Port of Haines; and

**WHEREAS**, the Borough Assembly establishes rates, fees, and penalties for Haines Borough port and harbor facilities; and

**WHEREAS**, Haines Borough Code Section 3.31.010 provides for the adoption of a Port Tariff to establish fees, charges and rules of use for the Lutak Dock; and

**WHEREAS**, Haines Borough Code, section 2.12.020(B), requires fines and penalties be provided by ordinance,

**NOW THEREFORE BE IT ENACTED**, by the Haines Borough Assembly, that the following is hereby adopted by ordinance.

Section 1. Classification. This ordinance is not of a general and permanent nature and shall not become a part of the Haines Borough Code.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Effective Date. This ordinance shall become effective January 1, 2024.

Section 4. Purpose. This ordinance approves the restated Port of Haines Terminal Tariff No.3, 2024 edition.

Section 5. Authority. This ordinance is adopted under the authority granted the Assembly to establish fees, charges fines and penalties by HBC 2.12.020(B) and 3.31.010.

Section 6. Adoption. The attached restated Port of Haines Terminal Tariff No.3, 2024 edition are hereby approved and adopted. The Borough Manager and Harbormaster are hereby authorized to take all such steps as may be necessary to finalize and implement the fees, charges, fines, penalties and rules as set forth in the attached documents.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS \_\_\_<sup>th</sup> DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
Tom Morphet, Mayor

ATTEST:

\_\_\_\_\_  
Alekk Fullerton, CMC, Borough Clerk

Date Introduced: 10/24/23  
Date of First Public Hearing: 11/14/23  
Date of Second Public Hearing: 11/28/23



# Port of Haines

Operated by the Haines Borough

FMC NO.3

Naming Rates, Charges, Rules and Regulations

For

Wharfage Dockage and Storage

Located at

The Port of Haines, Alaska

Issued By:

Annette Kreitzer, Borough Manager

P.O. Box 1209

Haines, Alaska 99827

Phone: (907) 766-6400

Fax: (907) 766-2716

akreitzer@haines.ak.us



# Port of Haines Terminal Tariff

## Preface

The Purpose of this document is to provide, a complete tariff for public review, the terms, conditions, rules, regulations, charges, and rates comprising the Port of Haines Tariff, as received by the Borough Manager as required and approved by the Haines Borough Assembly.

This document comprises the Port of Haines Terminal Tariff, FMC No. 3 effective May 15, 1994, reformatted and restated July 1, 2023. This version entirely replaces and restates the Haines Terminal Tariff, FMC No. 3.

### **Tariff Revisions**

The Port of Haines Tariff may be revised in whole or in part as required. Upon such revision, the amended page (s) will show the revision date in the upper right corner. Requests for missing pages or additional copies of the Tariff may be directed to the Haines Borough Clerk.

### **Notice to Public**

This tariff is published as required by law and is, therefore, notice, to the public, shippers, consignees and carriers that the rates, and rules and charges apply to all traffic for which contract rates have not been arranged.

In addition to this Port Tariff, the public, shippers, consignees and carriers using Port of Haines facilities should consult and be aware that the Haines Borough Code of Ordinances, including but not limited to Chapter 15.04 International Fire Code, Title 13 Utilities, and Title 16 Harbors, all as amended, apply and govern where not specifically provided otherwise in this tariff.



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## Section 1 - Definitions

### ***Wharfage***

Wharfage is the charge assessed against freight passing or conveyed over, onto, or under wharves or between vessels or over side vessels when berthed at wharf or moored in slip adjacent to wharf; it is the charge for use of wharf and does not include charge for any other service.

### ***Handling***

Handling charges are those assessed in performing loading or discharge of cargo between ship's tackle, or terminal's tackle, and place of rest on dock, truck, vessel so docked, or for coming within a slip.

### ***Dockage***

Dockage is the charge assessed against vessels for docking at a wharf, pier or for mooring to a vessel so docked, or for coming within a slip.

#### ***Dockage Period***

The period of time upon which dockage will be assessed shall commence when the vessel is made fast to an allocated berth or moored, or comes within a slip and shall continue until such vessel lets go and has vacated the position allocated.

#### ***Idle Vessels***

A vessel not engaged in working cargo will be permitted its berth with the understanding that it shall vacate when the berth is required for a vessel to load or discharge cargo. A vessel on notice to move which refuses to vacate will be assessed dockage at five times its applicable rate named in this Tariff, starting at the time vessel is notified to vacate.

### ***Terms***

Terms are cash. All fixed charges named herein and charges made for all services shall become due and payable as they accrue.



## Section 2 - Rules and Regulations

### ***Liability for loss or damage limited***

Owners of vessels using this dock area agree to indemnify and hold the Borough harmless from all costs of repairing any damage done to the surface or any other portion of the dock by vessel officers, agents, employees, assigns or contractors, or by any party or vessel handling any cargo on behalf of the vessel. Owners of vessels using this dock area also agree to indemnify and hold the Borough harmless from any and all claims, demands or liability for bodily injury or death of any person, or damage to property arising out of the use of this dock area by the vessel, or by any party or vessel handling any cargo on behalf of the vessel.

### ***Removal, Transfer or Warehouse Freight***

Hazardous or offensive freight, which, by its nature, is likely to damage other freight is subject to immediate removal either from the wharf or wharf premises or to other location within said premises with all expense and risk of loss or damage, for the account of owner, consignee or shipper, the terminal operator being liable for loss or damage only in case of lack of ordinary care.

Freight remaining on wharf or wharf premises after expiration of free time, and freight shut out at time of clearance of vessel, may be piled or re-piled to make space, transferred to other locations or receptacles within the wharf premises, or removed to public or account of the owner, shipper, consignee or carrier as responsibility may appear, the terminal operator being liable for loss or damage only in case of lack of ordinary care.

### ***Prepaid Freight***

Right is reserved by the terminal operator to require prepayment of all charges on perishable freight or freight of doubtful value, and on all Household Goods (not new), Emigrant's Movables, Personal Effects, Livestock and Ore Samples.

### ***Acceptance of Tariff***

Use of wharves and facilities shall be deemed acceptance of this tariff and the terms and conditions named therein.



***Shipments Handled Over Side of Vessel***

Freight transferred directly between vessels berthed at wharf, but not using facilities of wharf in its transfer, or freight received by vessel or discharged into water, to barges, boats, or other vessel, while vessel is berthed at wharf, will be assessed at half wharfage, named in this Tariff.

***Electrical Outlets:***

Subject to availability, electricity will be furnished per the conditions set forth by the Harbormaster. It will be the responsibility of the user to provide receptacles with proper voltage. The Haines Borough will not be responsible for electric power failure.



## Section 3 – Lutak Dock

### ***Manifests***

Owners, agents, users, operators, or masters of vessels will furnish Port with complete copy of manifest showing all cargo loaded and discharged at the terminal. Inbound manifest will be furnished prior to or concurrent with vessel arrival; outbound manifest will be furnished prior to or concurrent with vessel departure.

### ***Minimum Charge***

Except as otherwise provided herein; the minimum charge for any single shipment shall be:

WHARFAGE:           \$500.00

STORAGE:            \$150.00

### ***Prepaid Freight***

Right is reserved by the terminal operator to require prepayment of all charges on perishable freight or freight of doubtful value, and on all household goods (not new), emigrant's movables, personal effects, livestock, and ore samples.

### ***Charges Collected from whom***

All charges named in this tariff will be assessed against cargo, when not absorbed by the vessel, and are due from the owner, shipper or consignee of the freight. On transit freight in connection with other carriers, however, these charges accrued against said freight and which the vessel, its owners or agents. The use of the wharf by a vessel, its owners or agents, shall be deemed acceptance and acknowledgement of this guarantee.

### ***Delays, Waiver of Charges***

Delays in loading, unloading, receiving, delivering or handling freight arising from combinations, riots or strikes not reasonably within the control of the terminal operator, will not entitle owners, shippers, consignees or carriers of freight to waiver of wharf terminal or advanced charges, or other expenses that may be incurred.





### ***Free Time***

Free time is the specified number of days during which cargo may occupy space, assigned to it, on the pier without being subject to wharf demurrage or storage charges. Free time not to exceed forty-five days on in-transit freight will be allowed.

### ***Liability for Loss or Damage Limited***

Owners of vessels using this dock area agree to indemnify and hold the Borough harmless from all costs of repairing any damage done to the surface or any other portion of the dock by the vessel officers, agents, employees, assigns or contractors, or by any party or vessel handling any cargo on behalf of the vessel. Owners of vessels using this dock area also agree to indemnify and hold the Borough harmless from any and all claims, demands or liability for bodily injury or death of any person, or damage to property arising out of the use of this dock area by the vessel, or by any party or vessel handling any cargo on behalf of the vessel.

### ***Pier Storage***

This is the charge assessed against cargo which remains on port property after the expiration of the free time allowed. Storage will be assessed at the rate of \$0.40 per square foot per month for general cargo. All storage subject to availability with location, placement, and arrangements to be at the discretion of the terminal operator. Storage space in excess of 2,500 square feet shall require a Special Lease agreement.

### ***Right to Sell for Unpaid Charges***

Freight on which unpaid terminal charges and advances have accrued may be sold to satisfy such charges and costs. Freight of a perishable nature, or of a nature liable to damage other freight may be sold at public or private sale without advertising, provided owner has been given proper notice to pay charges and remove said freight, and has neglected or failed to comply.



### ***Special Lease***

Special lease agreements can be made on specified areas for a fixed rental payment thereon. The following minimum conditions must be met for a special lease agreement:

- 1) No space will be rented with an area of less than 1,500 square feet.
- 2) Monthly charges shall be paid in advance.
- 3) Storage charges shall be for a thirty day minimum period, with charges prorated on a per day basis after the first thirty day period.

### ***Removal, Transfer or Warehouse Freight***

Hazardous or offensive freight, which, by its nature, is likely to damage other freight is subject to immediate removal either from the wharf or wharf premises or to other locations within said premises with all expense and risk of loss or damage, for the account of loss or damage only in case of lack of ordinary care. Freight remaining on wharf or wharf premises after expiration of free time, and freight shipped out at time of clearance of vessel, may be piled or re-piled to make space, transferred to other locations or receptacles within the wharf premises, or removed to public or private warehouses with all expense and risk of loss or damage for account of the owner, shipper, consignee or carrier as responsibility may appear, the terminal operator being liable for loss or damage only in case of lack of ordinary care.

### ***Explosives***

The acceptance, handling or storage of explosives or excessively flammable material shall be subject to special arrangements with terminal operator and governed by rules and regulations of Federal, State and Local authorities.

### ***Owner's or Shipper's Risk***

Glass, liquids, and fragile articles will be accepted only at owner's or shipper's risk for breakage, leakage, or chafing, the terminal operator being liable for loss or damage only in case of lack of ordinary care. Freight in open storage on wharf platforms or ground and freight subject to freezing is at owner's or shipper's risk for loss or damage.

Timber and logs or lumber rafts, and all water craft, if and when permitted by terminal operator to be moored in slips at moorage dolphins, at wharf or alongside vessels, are at owner's or shipper's risk for loss or damage.



### ***Acceptance and Handling of Livestock***

The acceptance and handling of livestock shall be subject to special arrangements with terminal operator, and governed by rules and regulations of Federal, State and Local authorities.

### ***Right to Withhold Delivery of Freight***

Right is reserved by terminal operator to withhold delivery of freight until all accrued terminal charges and/or advances against said freight have been paid in full.

No provision contained in this tariff shall limit or relieve the Port of Haines from liability for its own negligence nor require any person or user to indemnify or hold harmless the Port of Haines from liability for its own negligence. Except when loss or damage is caused by the terminal's own negligence, the terminal will not be responsible for any loss or damage caused by fire; frost; heat; dampness; leakage; the elements; evaporation; natural shrinkage; wastage or decay; animals; rats; mice or other rodents; moths' weevils or other insects; leakage or discharge from fire protection systems; collapse of buildings or structures; piling required in breasting vessels away from wharf; nor will it be answerable, except when cause by its own negligence, for any loss, damage or delay arising from insufficient notification or from war, insurrection, shortage of labor, combination strikes or riots of any persons in its employ or in the services of others or from any consequence arising therefrom. All vessels will be held responsible for damage done to the dock when landing, laying alongside or when leaving the dock.

### ***Lutak Dock Roll-On Roll-off Facility***

Alaska Marine Lines Inc. (AML) is the owner and operator of the Roll-on/Roll-off facility and leases the operating space from the Haines Borough. All third party vessel owners/operators must get approval from the Haines Harbormaster and local AML manager a minimum of 24 hours prior to intended use. Wharfage and dockage fees, as outlined in this tariff, shall apply, in addition to any fees assessed by AML. All wharfage and dockage fees shall be invoiced and collected by AML and remitted to the Haines Borough as appropriate. Any uplands space required by third party users must make arrangements with the Haines Harbormaster and receive written approval prior to the start of operation.



**Wharfage and Handling**

Except as otherwise provided, wharfage rates named below are in dollars and cents per ton (2,000 pounds) or 40 cubic feet, as freighted. Increases 3% annually.

Handling charges are by special arrangement with terminal use permit holders.

Item 401 – Freight, N.O.S.

Item 402 – Logs

Item 403 – Gravel, pit run sand or gravel; sand; crushed aggregate; process stone or boulders.

Item 404 – Explosives and other hazardous cargo vis: Powders, gun or blasting; blasting caps and agents; dynamite; high explosives; ammunition other than small arms; and other cargo deemed hazardous by the Haines Borough (See Note 1)

Note 1) Written permission of the Haines Borough must be obtained prior to any movement of explosives and other hazardous cargo over Borough Port facilities.

Wharfage Rates	2024	2025	2026	2027	2028
Item 401: NOS	\$6.72	\$6.92	\$7.13	\$7.34	\$7.56
Item 402: Logs	\$0.77	\$0.79	\$0.81	\$0.83	\$1.08
Item 403: Gravel	\$0.52	\$0.54	\$0.56	\$0.58	\$0.75
Item 404:Explosives & Hazardous Waste	\$15.27	\$15.73	\$16.20	\$16.69	\$17.19

Item 405 – Per gallon flow through rates: For the transport of fluids, including, but not limited to, fuel, through pipelines across Borough port and dock facilities in both directions in any one calendar year.

Per-Gallon Rate	2024	2025	2026	2027	2028
Up to 5 million gallons	\$.0294	\$.0303	\$.0312	\$.0321	.0331
5 million gallons & over	\$.0256	\$.0264	\$.0272	\$.0280	.0288



**Lutak Dockage Rate**

Dockage charges are assessed upon Length-Over-All (LOA) of the vessel. LOA is defined as the linear distance, in feet, from the most forward point at the stem to the aftermost part of the stern of the vessel, measured parallel to the base of the vessel. LOA of the vessel as published in "Lloyds Register of Shipping" will be used and when not published, the Port reserves the right to:

- (a) obtain the LOA from the vessel's register, or
- (b) measure the vessel.

Dockage rates per foot per 24-hour period shall be as follows increasing annually effective January 1 each year:

Dockage Rate	2024	2025	2026	2027	2028
3% Annual Increase	\$4.76	\$4.90	\$5.05	\$5.20	\$5.36

Minimum Dockage Charge:

2024	2025	2026	2027	2028
\$475	\$500	500	\$525	\$550

**Lutak Dock Port Security/Tie up Rates**

Regularly scheduled staff time (8-5 Mon – Sun) \$40.00 per hour/Non regular hours \$80.00 per hour. The Haines Borough observed holiday rate \$60.00 per hour regular hours/Non-regular hours \$120.00 per hour.



Section 4 – Port Chilkoot Dock

**Port Chilkoot Dockage Rates**

Port Chilkoot dockage charges are assessed upon Length-Over-All (LOA) of the vessel. LOA is defined as the linear distance, in feet, from the most forward point the stem to the aftermost part of the stern of the vessel, measured parallel to the base of the vessel. LOA of the vessel as published in “Lloyd’s Register of Shipping” will be used and when not published, the Port reserves the right to:

- (a) obtain the LOA from the vessel’s register, or
- (b) measure the vessel. Dockage rates per foot per 24-hour period shall be as follows, increasing 5% annually effective January 1 each year:

Vessel LOA	2024	2025	2026	2027	2028
000/149	3.06	\$3.21	\$3.37	\$3.54	\$3.72
150/199	3.26	\$3.42	\$3.59	\$3.77	\$3.96
200/299	3.57	\$3.75	\$3.94	\$4.14	\$4.35
300/399	3.95	\$4.15	\$4.36	\$4.58	\$4.81
400/499	4.41	\$4.63	\$4.86	\$5.10	\$5.36
500/599	5.03	\$5.28	\$5.54	\$5.82	\$6.11
600/699	5.48	\$5.75	\$6.04	\$6.34	\$6.66
700 and over	5.78	\$6.07	\$6.37	\$6.69	\$7.03

Minimum Dockage Charge:

2024	2025	2026	2027	2028
\$450	\$475	\$500	\$525	\$550

**Port Chilkoot Dock Port Security**

Any vessel requiring Port Security will be charged a flat fee based upon vessel length.

Vessel Length 0-600’ = \$600

Vessel Length 601’-Up = \$1000



**Port Chilkoot Dock Lightering Facility Rates**

For use of Port Chilkoot Dock lightering float dock, including lightering to transfer passengers to or from larger vessels; to pick up or discharge passengers for local marine tours; moorage of vessels; and moorage of vessels unable to moor in the small boat harbor.

**1. Rates:**

**A. Anchor/Tendering Fee:**

Tendering or transfer of passengers to or from a larger vessel: rate per 24-hour period. Security and/or tie up rates may apply.

Per-Anchored Vessel LOA	2024	2025	2026	2027	2028
0' - 400'	\$550	\$600	\$650	\$700	\$750
401' – Over	\$1100	\$1200	\$1300	\$1400	\$1500

**B. Tender Tie Up Fee:**

Any vessels requiring Port Staff to support tie up operations will be charged a flat fee of \$600 per day.

**C. Commercial Tour per passenger fee:**

Any commercial tour vessel in use of this facility must pay a per passenger fee for all arrivals and departures. A minimum fee of \$35.00 will be assessed for each vessel arriving or departing. Standard harbor moorage rates apply to any vessel moored for over 3 hours.

Per-Passenger Fee	2024	2025	2026	2027	2028
Loading &/or Unloading	\$.61	\$.64	\$.67	\$.70	\$.74

**Port Chilkoot Dock Water Rates**

Water may be furnished to vessel at the discretion of the Haines Borough at the following rates:

\$75.00 service charge plus \$6.00 per 1,000 gallons of water.



## **Haines Borough Employee Observed Holidays:**

1. New Year's Day
2. President's Day
3. Memorial Day
4. Independence Day
5. Labor Day
6. Alaska Day
7. Veteran's Day
8. Thanksgiving Day
9. Friday after Thanksgiving Day
10. Christmas Eve
11. Christmas Day





**Turnagain**  
 Marine Construction  
 5050 CORDOVA STREET  
 ANCHORAGE, AK 99503  
 PHONE: (907) 261-8960  
 CORPORATE AUTHORIZATION  
 NUMBER: 161179

PROJECT NUMBER:  
 22-010

**DRAFT**  
**95%**

**LUTAK DOCK  
 REPLACEMENT  
 HAINES, ALASKA**



REV#	DESCRIPTION	DATE

ISSUE DATE:  
 APRIL 21, 2023

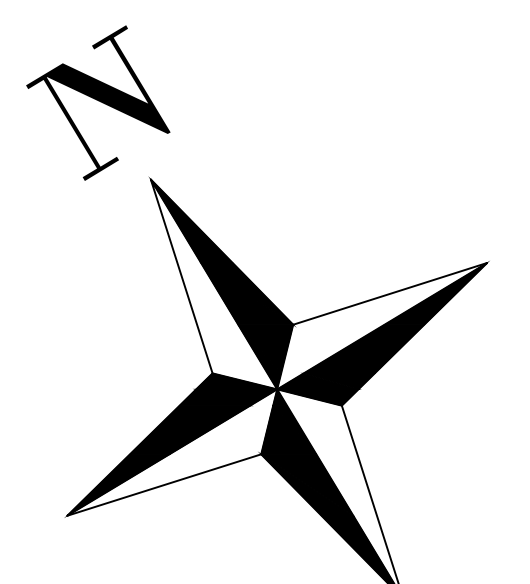
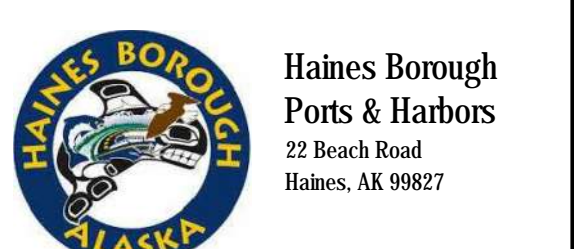
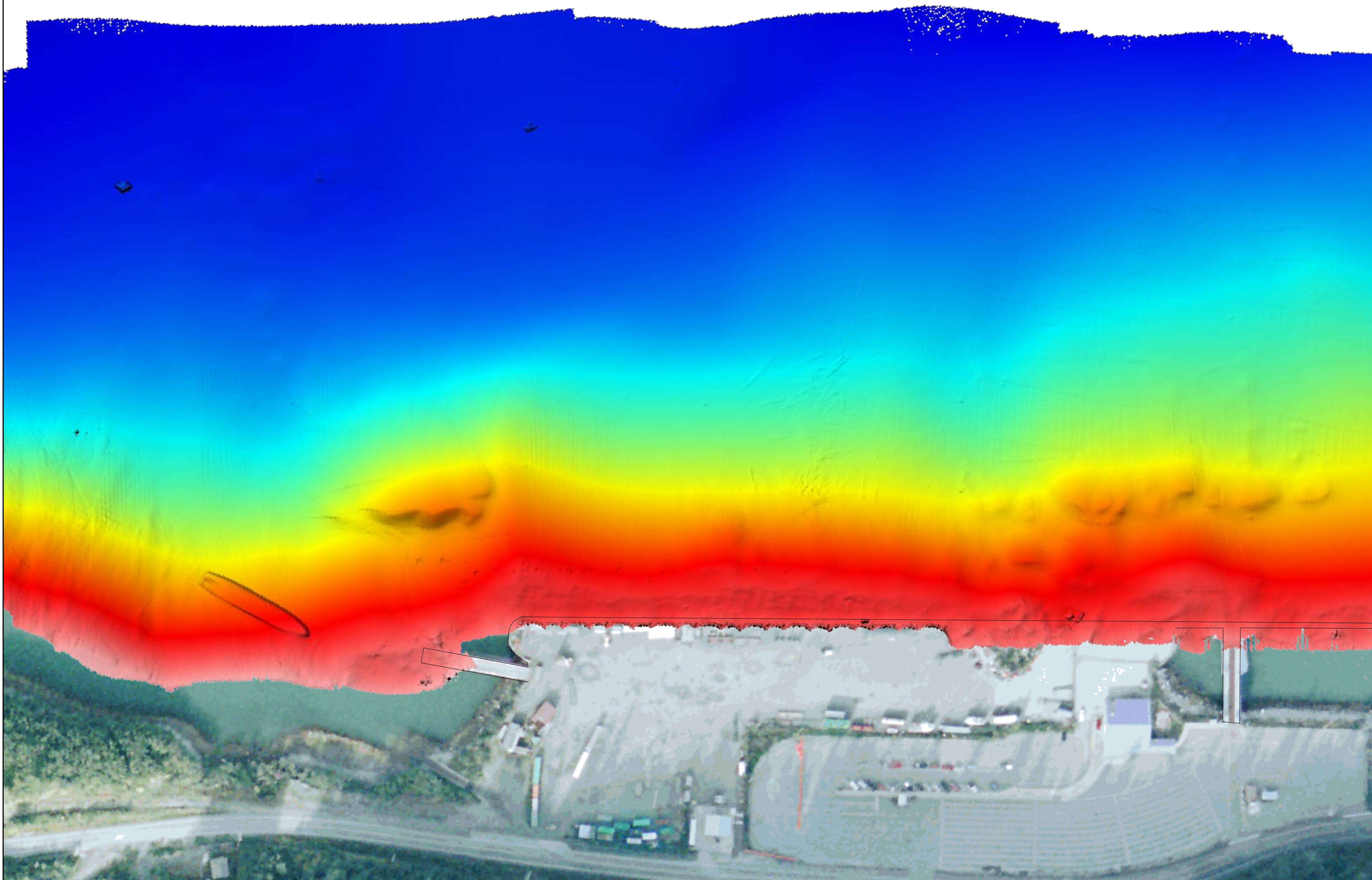
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 EXISTING  
 CONDITIONS

SHEET NUMBER:  
**G103**

MULTIBEAM SURVEY

NOTES

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2. VERTICAL DATUM: MEAN LOWER LOW WATER (MLLW-0.0FT).
3. SURVEY DATA COLLECTED MAY 25, 2021 BY ETRAC INC.
4. THIS SURVEY REPRESENTS CONDITIONS AT TIME OF SURVEY.
5. POSITIONING AND MOTION DATA WAS COLLECTED USING AN APPLANIX POS MV V5.
6. MULTIBEAM DATA COLLECTED WITH AN R2 SONIC 2024 MULTIBEAM ECHOSOUNDER OPERATING AT 450 KHZ.
7. SOUNDINGS BINNED AT 24 FT AND ARE MEAN VALUE.
8. CONTOURS ARE BINNED AT 1 FOOT AND ARE MEAN VALUE.
9. LINEWORK SCALED FROM AERIAL IMAGERY.



SCALE: 1" = 60'



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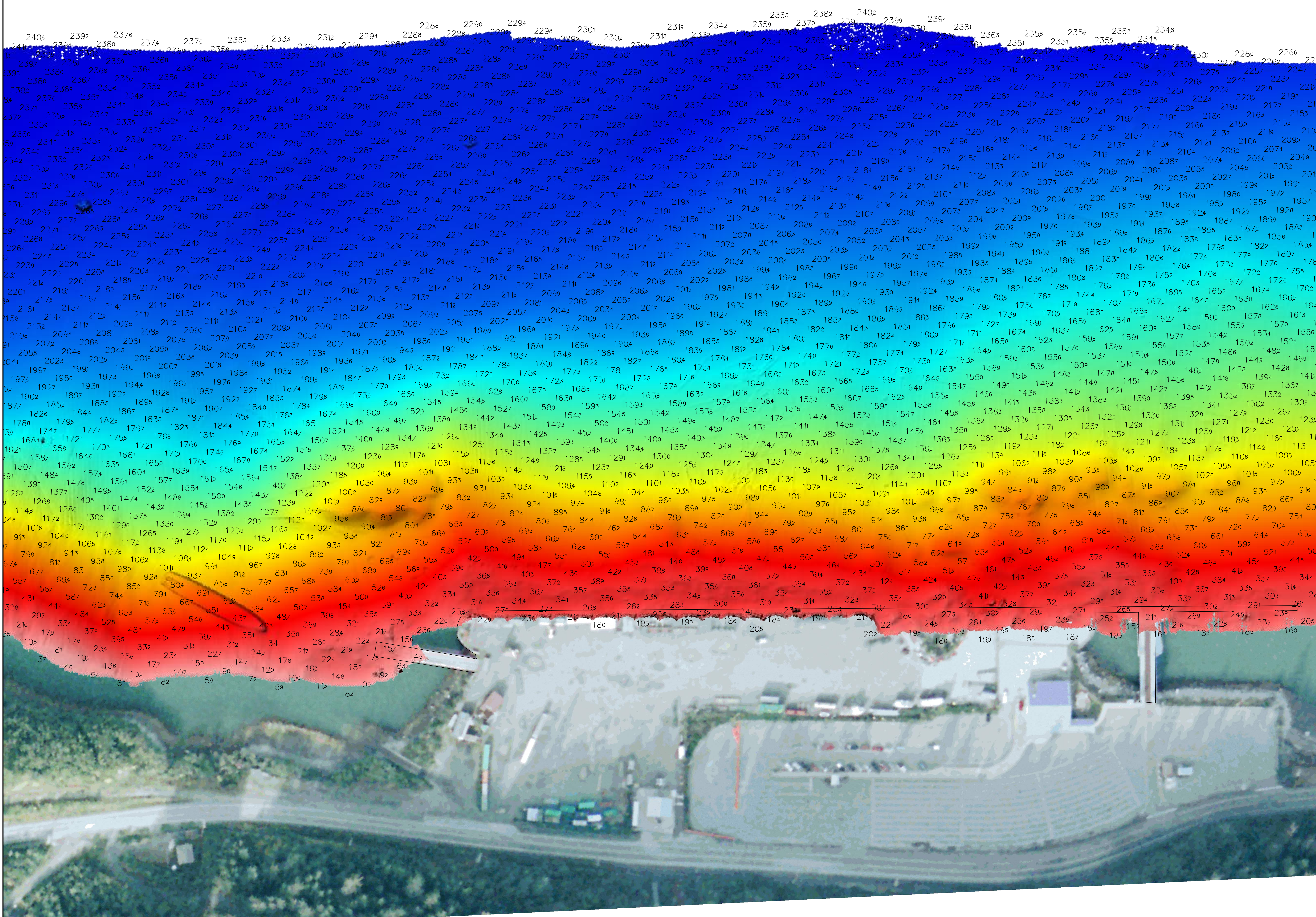
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OVERVIEW

MULTIBEAM SURVEY

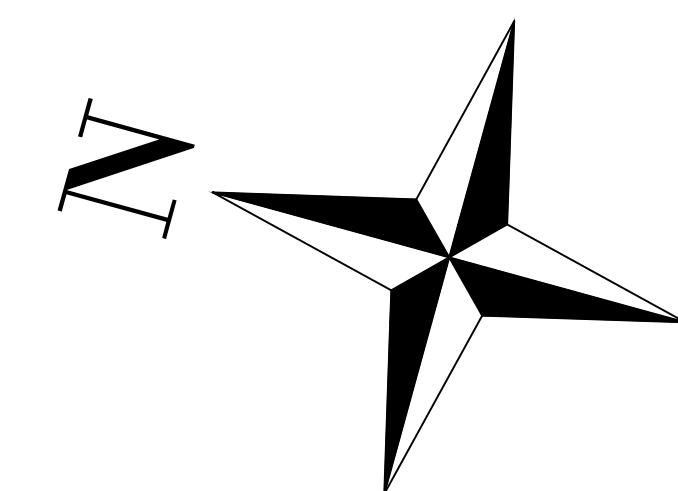
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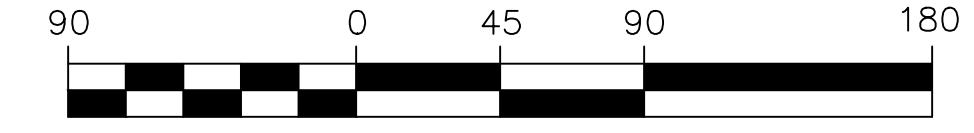


 eTrac Inc.  
2501 SE Mile Hill Dr  
Port Orchard, WA 98366  
800.521.8370  
etrac.com

 Haines Borough  
Ports & Harbors  
22 Beach Road  
Haines, AK 99827



SCALE: 1" = 60'



IF SHEET IS OTHER THAN 36x44 DRAWING IS NOT TO SCALE. SCALE ACCORDINGLY

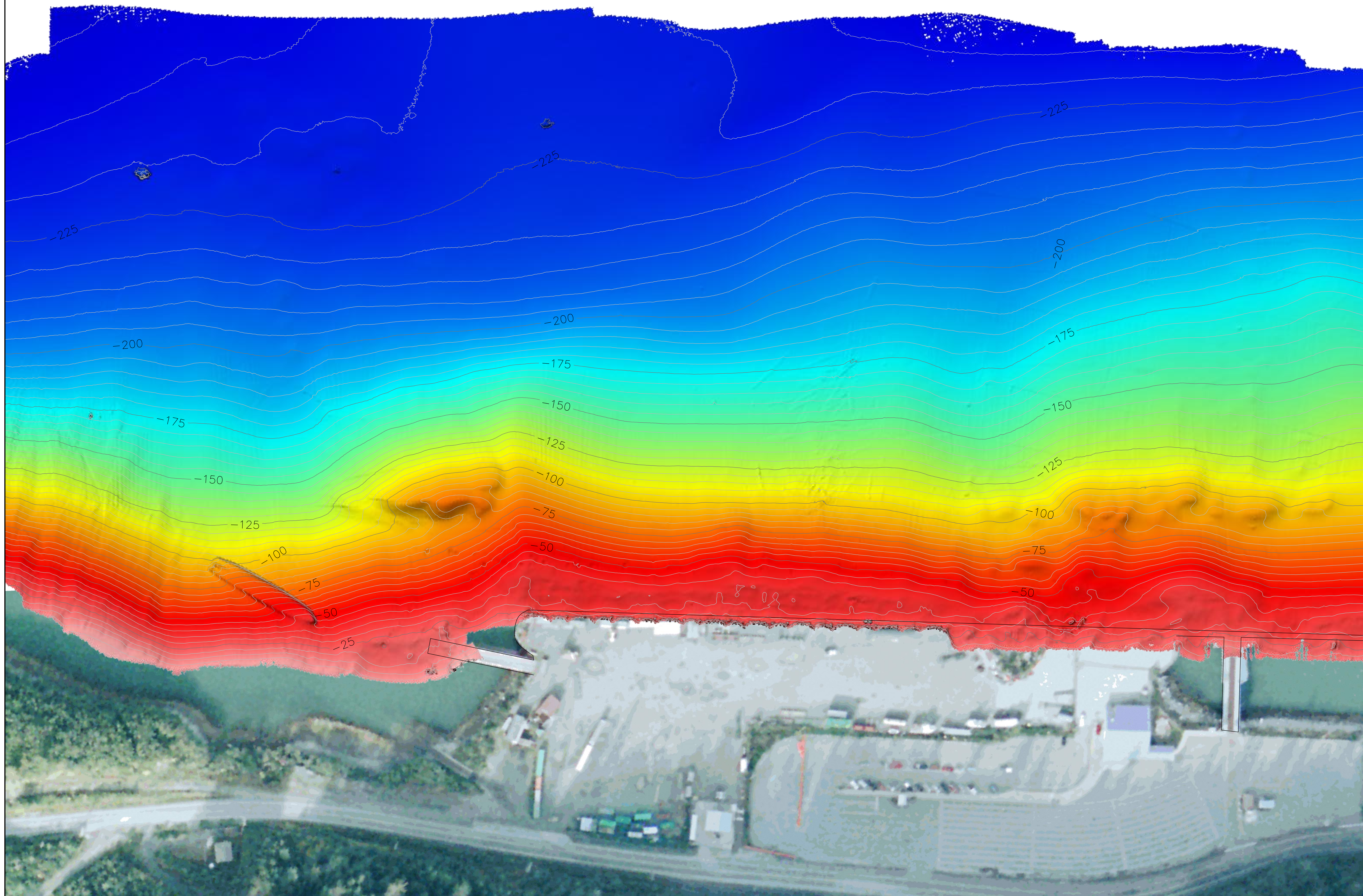
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FILE: HAINES\_2021\_Lutak Inlet.dwg

SOUNDINGS & DEM

MULTIBEAM SURVEY

NOTES

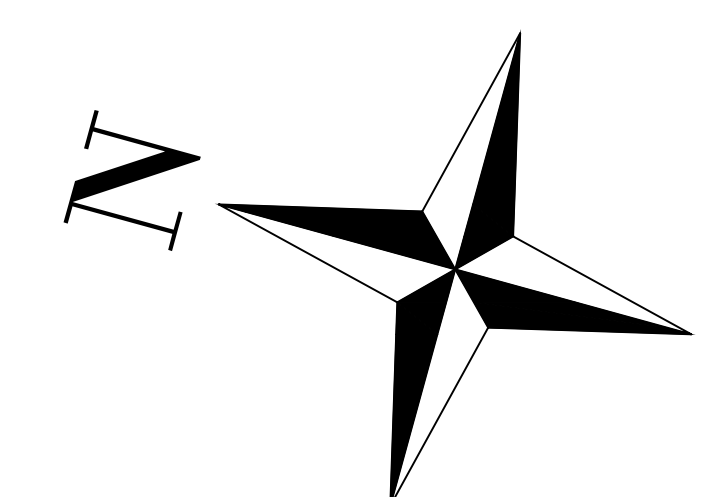
1. HORIZONTAL DATUM: NAD83 (2011) (EPOCH 2010.00), ALASKA STATE PLANE ZONE 1, U.S. SURVEY FEET.
2. VERTICAL DATUM: MEAN LOWER LOW WATER (MLLW-0.0FT).
3. SURVEY DATA COLLECTED MAY 25, 2021 BY ETRAC INC.
4. THIS SURVEY REPRESENTS CONDITIONS AT TIME OF SURVEY.
5. POSITIONING AND MOTION DATA WAS COLLECTED USING AN APPLANIX POS MV V5.
6. MULTIBEAM DATA COLLECTED WITH AN R2 SONIC 2024 MULTIBEAM ECHOSOUNDER OPERATING AT 450 KHZ.
7. SOUNDINGS BINNED AT 24 FT AND ARE MEAN VALUE.
8. CONTOURS ARE BINNED AT 1 FOOT AND ARE MEAN VALUE.
9. LINEWORK SCALED FROM AERIAL IMAGERY.



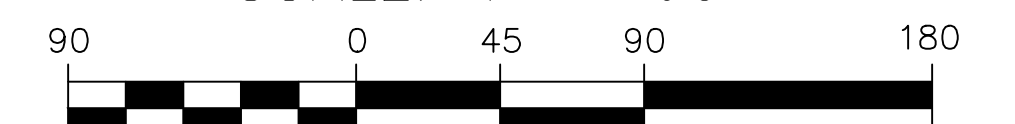
eTrac Inc.  
250 SE Main Hill Dr  
Port Orchard, WA 98366  
907.521.3370  
etrac.com



Haines Borough  
Ports & Harbors  
22 Beach Road  
Haines, AK 99827



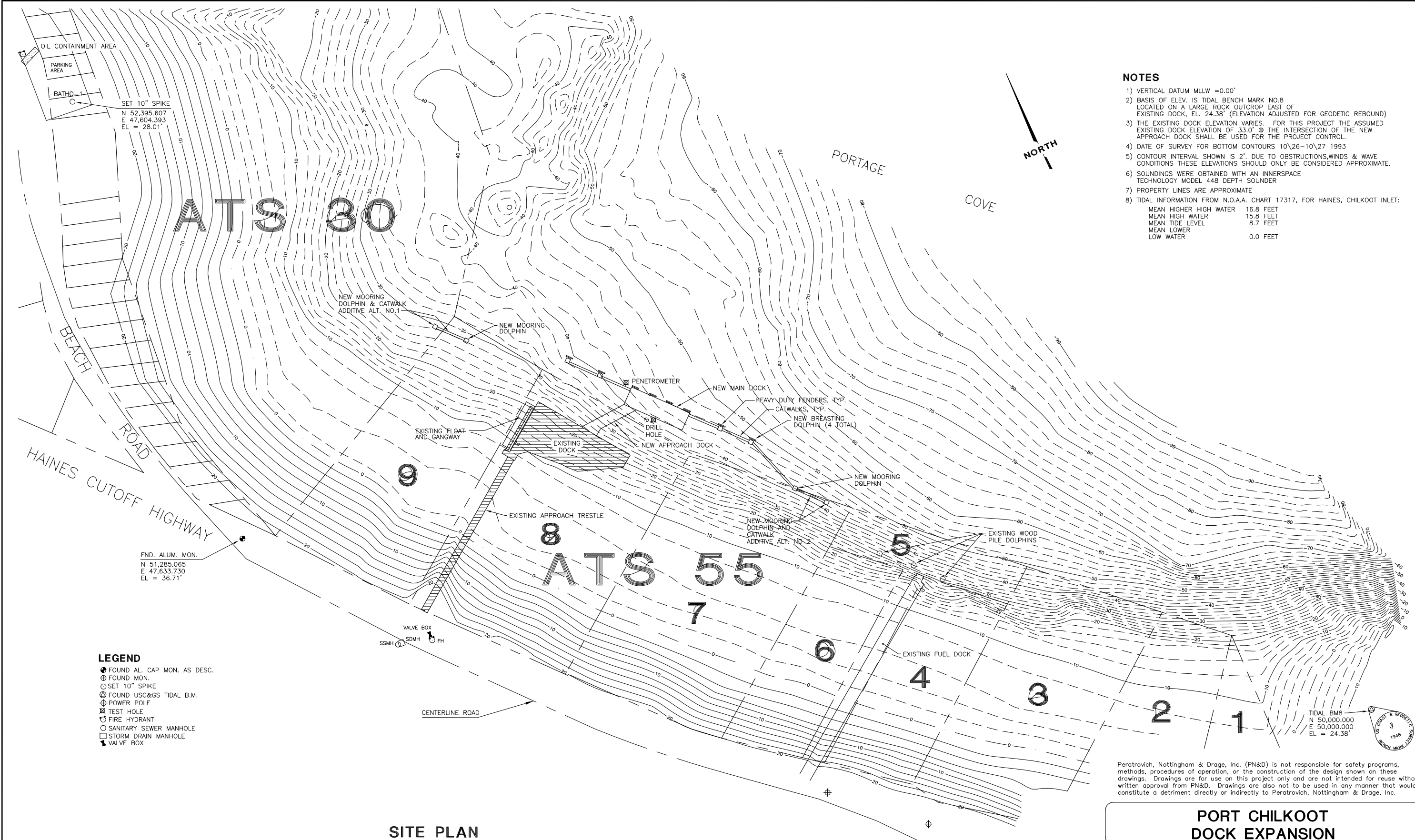
SCALE: 1" = 60'



IF SHEET IS OTHER THAN 34x44 DRAWING IS NOT TO SCALE. SCALE ACCORDINGLY

PLOT DATE: June 18, 2021  
DESIGNED BY: ALT  
CHECKED: RR  
FILE: HAINES\_2021\_Lutak Inlet.dwg

CONTOURS & DEM



- NOTES**
- 1) VERTICAL DATUM MLLW = 0.00'
  - 2) BASIS OF ELEV. IS TIDAL BENCH MARK NO.8 LOCATED ON A LARGE ROCK OUTCROP EAST OF EXISTING DOCK, EL. 24.38' (ELEVATION ADJUSTED FOR GEODETIC REBOUND)
  - 3) THE EXISTING DOCK ELEVATION VARIES. FOR THIS PROJECT THE ASSUMED EXISTING DOCK ELEVATION OF 33.0' @ THE INTERSECTION OF THE NEW APPROACH DOCK SHALL BE USED FOR THE PROJECT CONTROL.
  - 4) DATE OF SURVEY FOR BOTTOM CONTOURS 10\26-10\27 1993
  - 5) CONTOUR INTERVAL SHOWN IS 2'. DUE TO OBSTRUCTIONS, WINDS & WAVE CONDITIONS THESE ELEVATIONS SHOULD ONLY BE CONSIDERED APPROXIMATE.
  - 6) SOUNDINGS WERE OBTAINED WITH AN INnersPACE TECHNOLOGY MODEL 448 DEPTH SOUNDER
  - 7) PROPERTY LINES ARE APPROXIMATE
  - 8) TIDAL INFORMATION FROM N.O.A.A. CHART 17317, FOR HAINES, CHILKOOT INLET:
 

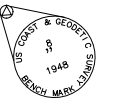
MEAN HIGHER HIGH WATER	16.8 FEET
MEAN HIGH WATER	15.8 FEET
MEAN TIDE LEVEL	8.7 FEET
MEAN LOWER	
LOW WATER	0.0 FEET

- LEGEND**
- FOUND AL. CAP MON. AS DESC.
  - ⊕ FOUND MON.
  - ⊙ SET 10" SPIKE
  - ⊗ FOUND USC&GS TIDAL B.M.
  - ⊕ POWER POLE
  - ⊗ TEST HOLE
  - ⊕ FIRE HYDRANT
  - SANITARY SEWER MANHOLE
  - STORM DRAIN MANHOLE
  - ⬇ VALVE BOX

SET 10" SPIKE  
 N 52,395.607  
 E 47,604.393  
 EL = 28.01'

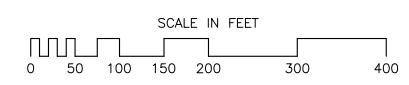
FND. ALUM. MON.  
 N 51,285.065  
 E 47,633.730  
 EL = 36.71'

TIDAL B.M. NO. 8  
 N 50,000.000  
 E 50,000.000  
 EL = 24.38'



Peratrovich, Nottingham & Drage, Inc. (PN&D) is not responsible for safety programs, methods, procedures of operation, or the construction of the design shown on these drawings. Drawings are for use on this project only and are not intended for reuse without written approval from PN&D. Drawings are also not to be used in any manner that would constitute a detriment directly or indirectly to Peratrovich, Nottingham & Drage, Inc.

**SITE PLAN**



Designed: TI/TG  
 Drawn: TG/SS  
 Checked: BG  
 Project No.: 93229

**PORT CHILKOOT DOCK EXPANSION**

**pn Peratrovich, Nottingham & Drage, Inc.**  
 Engineering Consultants  
 3220 Hospital Drive, Suite 200  
 Juneau, Alaska 99801  
 Ph: (907) 586-2093 Fax: (907) 586-2099

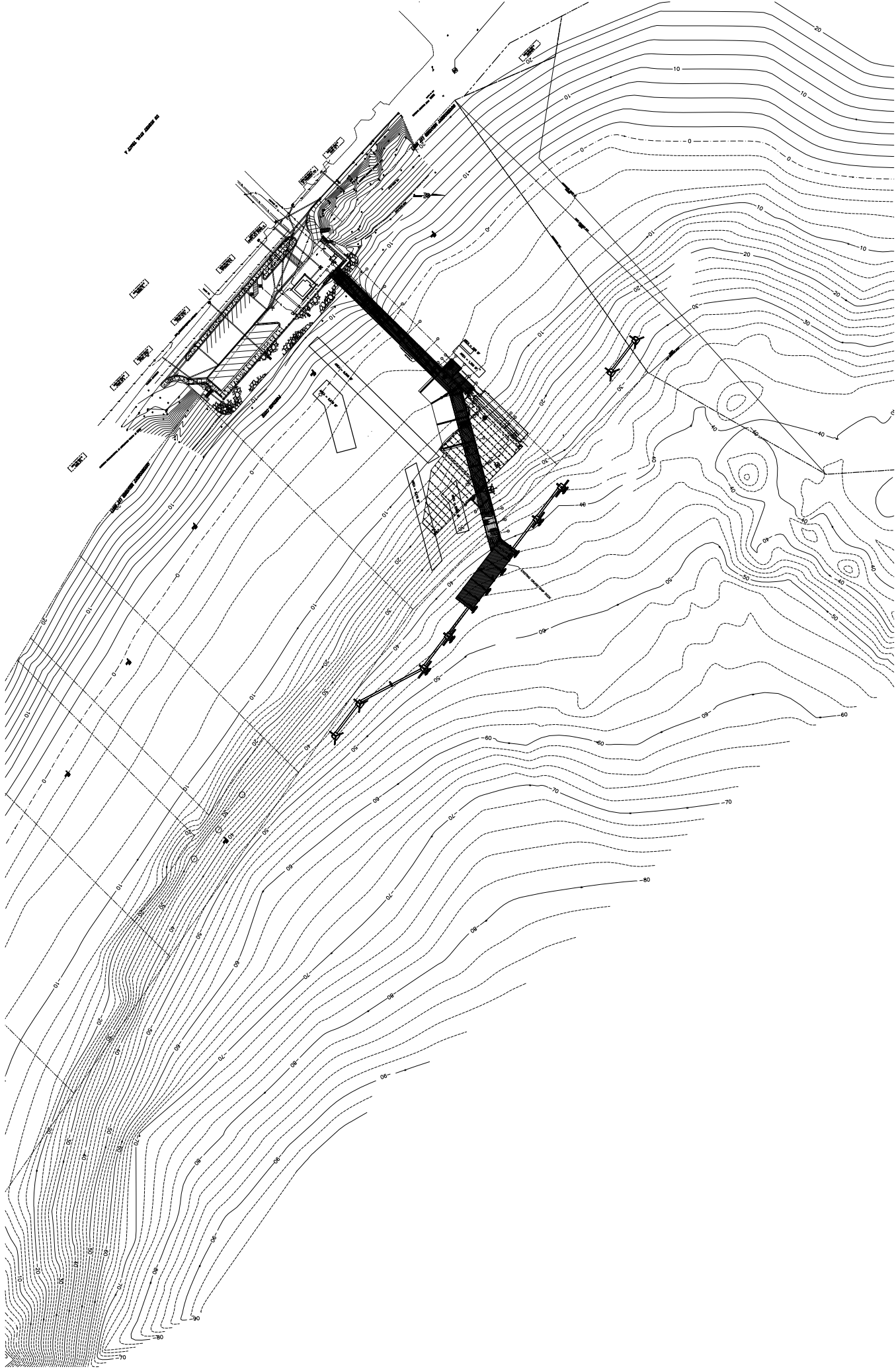
**SITE PLAN**

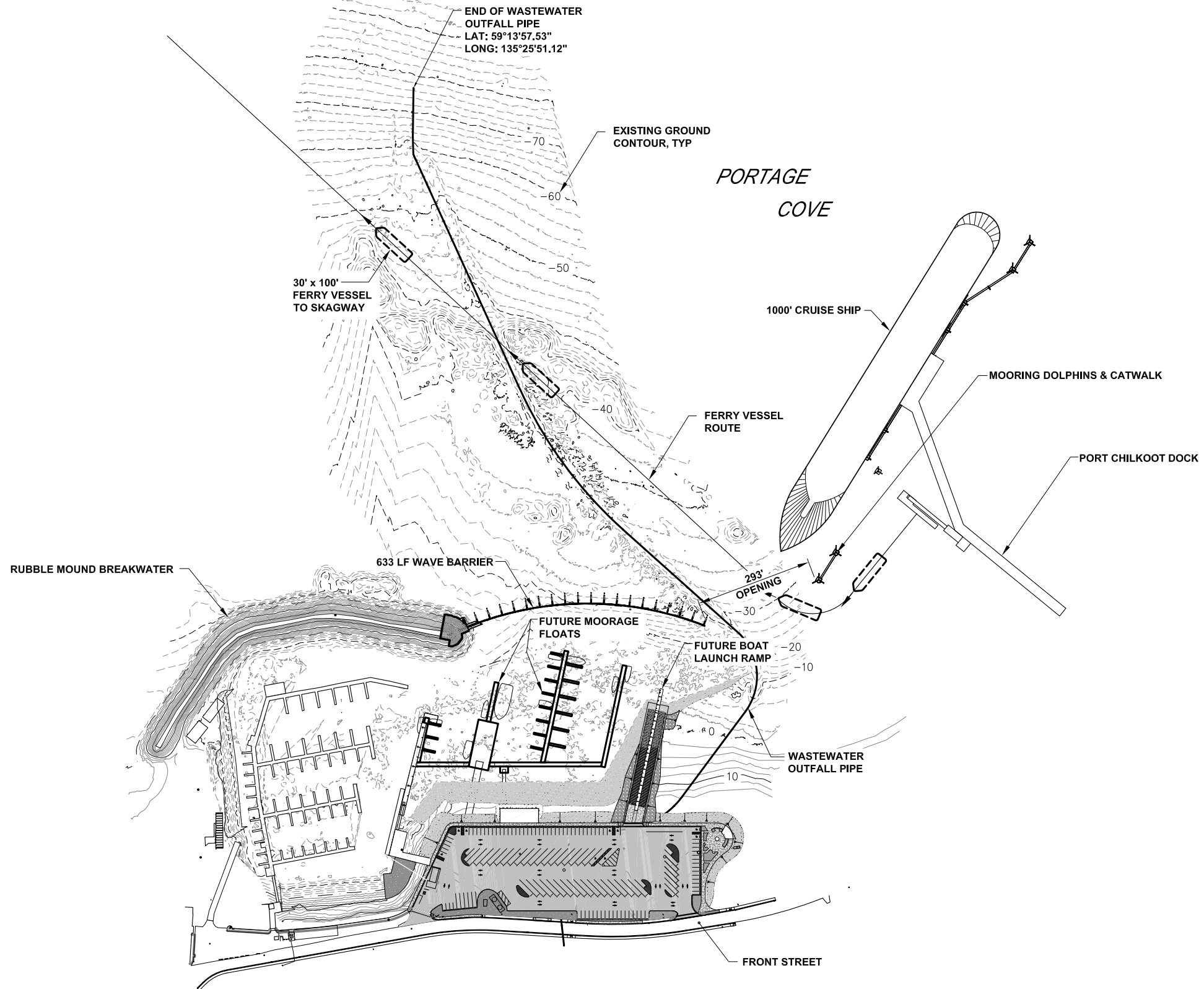
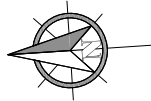
Sheet  
**2 of 16**

**FOR BIDDING PURPOSES ONLY**

Ref. No.: 93229-2

Date: MAY 10, 94'  
 Scale: 1"=100'





END OF WASTEWATER  
OUTFALL PIPE  
LAT: 59°13'57.53"  
LONG: 135°25'51.12"

EXISTING GROUND  
CONTOUR, TYP

PORTAGE  
COVE

30' x 100'  
FERRY VESSEL  
TO SKAGWAY

1000' CRUISE SHIP

MOORING DOLPHINS & CATWALK

PORT CHILKOOT DOCK

FERRY VESSEL  
ROUTE

RUBBLE MOUND BREAKWATER

633 LF WAVE BARRIER

293'  
OPENING

FUTURE MOORAGE  
FLOATS

FUTURE BOAT  
LAUNCH RAMP

WASTEWATER  
OUTFALL PIPE

FRONT STREET



REVISIONS					
REV.	DATE	DESCRIPTION	DWN.	CKD.	APP.

**P | N | D**  
ENGINEERS, INC.

9360 Glacier Highway, Ste. 100  
Juneau, Alaska 99801  
Phone: 907-586-2093  
Fax: 907-586-2099  
www.pndengineers.com

DESIGN: BMI    CHECKED: CRS  
DRAWN: BMI    APPROVED: \_\_\_\_\_

SCALE: SCALE IN FEET  
0    150    300 FT.

DATE: MAY 4, 2018

**HAINES BOROUGH  
PORTAGE COVE HARBOR  
BOAT LAUNCH IMPROVEMENTS**

SHEET TITLE: **VICINITY PLAN -  
PROPOSED HARBOR IMPROVEMENTS**

PND PROJECT NO.: 172032



Haines Borough  
PHAC  
RECORD OF DECISION

DATE: October 5, 2023

TO: Borough Assembly

FROM: Ports & Harbors Advisory Committee

BOARD DECISION:

Motion: Hughes moved to “recommend the reformatted Port Tariff to the Assembly,”

And the motion carried unanimously.

SUBMITTED BY

A handwritten signature in black ink, appearing to read "Norman Hughes".

(signature)

*Norman Hughes (Committee Deputy Chair)*





Effective May 15, 1994  
Reformatted and restated  
March 14, 2023

**PORT OF HAINES**  
**OPERATED BY THE HAINES BOROUGH, ALASKA**

**FMC TARIFF NO. 3**

**NAMING RATES, CHARGES, RULES AND REGULATIONS**

~ For ~

**Wharfage and Storage**  
**At**  
**The Port of Haines, Alaska**

ISSUED BY:

PORT OF HAINES  
HAINES, ALASKA

Annette Kreitzer, Borough Manager  
P.O. BOX 1209  
Haines, Alaska 99827  
Ph: 907-766-6404  
Fx: 907-766-2716  
[www.hainesalaska.gov](http://www.hainesalaska.gov)

Originally Published as  
City of Haines Terminal Tariff FMC No.3  
By: Pacific Coast Tariff Bureau  
221 Main St., Suite 530  
San Francisco, CA 94105

Reformatted and Restated  
Version Prepared By:  
Aleka Fullerton, Borough  
Clerk Haines Borough  
P.O. Box 1209  
Haines, Alaska 99827  
Ph: 907-766-6402  
Fx: 907-766-2716



# PORT OF HAINES TERMINAL TARIFF FMC NO.3

## PREFACE

The purpose of this document is to provide, in a complete but condensed format for public review, the terms, conditions, rules, regulations, charges, and rates comprising the Port of Haines Tariff, as received by the Borough Manager from time to time and approved by the Haines Borough Assembly.

This document comprises the Port of Haines Terminal Tariff, FMC No. 3 effective May 15, 1994, reformatted January 1, 2012 and reformatted and restated March 14, 2023. This version entirely replaces and restates the Haines Terminal Tariff, FMC NO. 3.

### **Tariff Revisions**

The Port of Haines Tariff may be revised in whole or in part from time to time. Upon such revision, the amended page(s) will show the revision date in the upper right corner. Requests for missing pages or additional copies of the tariff may be directed to the Haines Borough Clerk.

### **Notice to Public**

This tariff is published as required by law and is, therefore, notice to the public, shippers, consignees and carriers that the rates, rules and charges apply to all traffic for which contract rates have not been arranged.

In addition to this Port Tariff, the public, shippers, consignees and carriers using Port of Haines facilities should consult and be aware that the Haines Borough Code of Ordinances, including but not limited to Chapter 15.04 International Fire Code, Title 13 Utilities, and Title 16 Harbors, all as amended, apply and govern where not specifically provided otherwise in this tariff.



PORT OF HAINES TERMINAL TARIFF  
FMC NO.3

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PAPER FACSIMILE OF ELECTRONICALLY FILED TARIFF

This tariff has been filed with the Federal Maritime Commission in an electronic databased format as required by the Commission's AUTOMATED TARIFF FILING AND INFORMATION SYSTEM, also known as ATFI. These printed pages are extracts of the filed ATFI data assembled by Pacific Coast Tariff Bureau's proprietary software, Tariff BASE, into traditional tariff "pages."

In the publishing of these pages our software has been designed with the flexibility to present some data in more user friendly form. That is, the text on the printed page is not always identical to the text you would read when you access the ATFI system directly. For example, in ATFI, cargo originating from San Francisco would show in the ATFI retrieval system as "SAN FRANCISCO (port), CA USA." In this printed page format it simply reads "San Francisco, CA." Another example would be commodity item numbers. ATFI requires commodity item numbers to be 10 characters long and hyphenated as follows: 0000-00-0000. On the printed tariff pages the item numbers may be shorter by suppressing trailing (filler) zeroes, or split differently than the ATFI hyphenation screen. Sometimes ATFI fields are combined on the printed page. One example is the rate basis - "PC40." In ATFI this would be displayed in two separate fields: RATE BASIS - PC, CONTAINER SIZE - 40.

None of the changes in data presentation on these printed pages represent incorrect or incomplete data. They are simply changed for better tariff readability.

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RULE NO. 12. AD VALOREM RATES **Strike Page**

-----  
Not Applicable

RULE NO. 13. TRANSSHIPMENT

-----  
Not Applicable

RULE NO. 14. CO-LOADING IN FOREIGN COMMERCE

-----  
Not Applicable

RULE NO. 15. OPEN RATES IN FOREIGN COMMERCE

-----  
Not Applicable

RULE NO. 16. HAZARDOUS CARGO

-----  
Not Applicable

RULE NO. 17. GREEN SALTED HIDES IN FOREIGN COMMERCE

-----  
Not Applicable

RULE NO. 18. RETURNED CARGO IN FOREIGN COMMERCE

-----  
Not Applicable

RULE NO. 19. SHIPPERS REQUESTS IN FOREIGN COMMERCE

-----  
Not Applicable

RULE NO. 20. OVERCHARGE CLAIMS

-----  
Not Applicable

RULE NO. 21. USE OF CARRIER EQUIPMENT

-----  
Not Applicable

RULE NO. 22. AUTOMOBILE RATES IN DOMESTIC OFFSHORE COMMERCE

-----  
Not Applicable

ISSUED BY: Mark Earnest, Borough Manager, Haines Borough

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RULE NO. 23. CARRIER TERMINAL RULES AND CHARGES **Strike Page**

-----  
Not Applicable

RULE NO. 24. NVOCC'S IN FORIGN COMMERCE: BONDS AND AGENTS

-----  
Not Applicable

RULE NO. 25. CERTIFICATION OF SHIPPER STATUS IN FOREIGN COMMERCE

-----  
Not Applicable

RULE NO. 26. TIME/VOLUME RATES IN FOREIGN COMMERCE

-----  
Not Applicable

RULE NO. 27. LOYALTY CONTRACTS IN FOREIGN COMMERCE

-----  
Not Applicable

RULE NO. 28. DEFINITIONS

-----  
Not Applicable

RULE NO. 29. SYMBOLS

-----  
Not Applicable

RULE NO. 30. ACCESS TO TARIFF INFORMATION

-----  
Not Applicable

RULE NO. 31. SEASONAL DISCONTINUANCE

-----  
Not Applicable

RULE NO. 32. RESERVED

-----  
RULE NO. 31. PROJECT RATES

-----  
Not Applicable

ISSUED BY: Mark Earnest, Borough Manager, Haines Borough

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<b>RULE NO. 34. TERMINAL TARIFFS</b> ----- <p style="text-align: center;">See Subrules.</p>		

Strike Page

ISSUED BY: Mark Earnest, Borough Manager, Haines Borough

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RULES AND REGULATIONS

RULE NO. 34. TERMINAL TARIFFS

-----  
99. SECTION 1 DEFINITIONS  
-----

100. RULE 100 WHARFAGE  
-----

Wharfage is the charge assessed against freight passing or conveyed over, onto or under wharves or between vessels or overside vessels when berthed at wharf or moored in slip adjacent to wharf; it is the charge for use of wharf and does not include charge for any other service.

110. RULE 110 HANDLING  
-----

Handling charges are those assessed in performing loading or discharge of cargo between ship's tackle, or terminal's tackle, and place of rest on dock, truck, vessel or other conveyance.

120. RULE 120 DOCKAGE  
-----

Dockage is the charge assessed against vessels for docking at a wharf, pier or for mooring to a vessel so docked, or for coming within a slip.

Dockage Period: The period of time upon which dockage will be assessed shall commence when the vessel is made fast to an allocated berth or moored, or comes within a slip and shall continue until such vessel lets go and has vacated the position allocated.

Idle Vessels: A vessel not engaged in working cargo will be permitted its berth with the understanding that it shall vacate when the berth is required for a vessel to load or discharge cargo. A vessel on notice to move which refuses to vacate will be assessed dockage at five times its applicable rate named in this Tariff, starting at the time vessel is notified to vacate.



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	April 26, 2011	
	Ordinance 11-02-255	
<b>RULES AND REGULATIONS</b>		



RULE NO. 34. TERMINAL TARIFFS

-----  
130. RULE 130 SHIPMENTS HANDLED OVERSIDE OF VESSEL  
-----

Freight transferred directly between vessels berthed at wharf, but not using facilities of wharf in its transfer, or freight received by vessel or discharged into water, to barges, boats or other vessel, while vessel is berthed at wharf, will be assessed Half Wharfage, named in this Tariff.

135. RULE 135 STORAGE - FREE TIME  
-----

Free time is the specified number of days during which cargo may occupy space, assigned to it, on the pier without being subject to wharf demurrage or storage charges. Free time not to exceed forty-eight (48) hours on local freight, and five (5) days on in-transit freight will be allowed.

140. RULE 140 WHARF DEMURRAGE - PIER STORAGE  
-----

This is the charge assessed against cargo which remains on port property after the expiration of the free time allowed. Storage will be assessed at the rate of \$0.40 per square foot per month for general cargo. All storage subject to availability with location, placement, and arrangements to be at the discretion of the terminal operator. Storage space in excess of 2,500 square feet shall require a Special Lease agreement.

141. RULE 141 SPECIAL LEASE - LEASE FEES (C)  
-----

Special lease agreements can be made on specified areas for a fixed rental payment thereon. ~~Rental rates other than by special agreement shall be at a rate of fifteen (15) cents per square foot per month, under the following~~ minimum conditions must be met for a special lease agreement:

- No space will be rented with an area of less than ~~250~~ 1,500 square feet.
- Monthly charges shall be paid in advance.
- Storage charges shall be for a thirty-day minimum period, with charges pro-rated on a per-day basis after the first thirty day period.

ISSUED BY: Mark Earnest, Borough Manager, Haines Borough

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RULES AND REGULATIONS

RULE NO. 34. TERMINAL TARIFFS

-----  
199. SECTION 2 RULES AND REGULATIONS  
-----

200. RULE 200 DELAYS, WAIVER OF CHARGES  
-----

Delays in loading, unloading, receiving, delivering or handling freight arising from combinations, riots or strikes not reasonably within the control of the terminal operator, will not entitle owners, shippers, consignees or carriers of freight to waiver of wharf terminal or advanced charges, or other expenses that may be incurred.

210. RULE 210 RIGHT TO WITHHOLD DELIVERY OF FREIGHT  
-----

No provision contained in this tariff shall limit or relieve the Port of Haines from liability for its own negligence nor require any person or user to indemnify or hold harmless the Port of Haines from liability for its own negligence.

Except when loss or damage is caused by the terminal's own negligence, the terminal will not be responsible for any loss or damage caused by fire; frost; heat; dampness; leakage; the elements; evaporation; natural shrinkage; wastage or decay; animals, rats, mice or other rodents; moths, weevils or other insects; leakage or discharge from fire protection systems; collapse of buildings or structures; breakdown of plant or machinery or equipment; or by floats, logs, or piling required in breasting vessels away from wharf; nor will it be answerable, except when caused by its own negligence, for any loss, damage or delay arising from insufficient notification or from war, insurrection, shortage of labor, combination strikes or riots of any persons in its employ or in the services of others or from any consequence arising therefrom. All vessels will be held responsible for damage done to the dock when landing, laying alongside or when leaving the dock.

~~JOINT DOCK USE AREA - Any and all vessels other than vessels operated by the State of Alaska Marine Highway System, using the joint use area of the dock, shall obtain approval from the Harbor Master prior to such use.~~



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RULES AND REGULATIONS

RULE NO. 34. TERMINAL TARIFFS

-----  
210. RULE 210 LIABILITY FOR LOSS OR DAMAGE LIMITED  
-----

Owners of vessels using this dock area agree to indemnify and hold the Borough harmless from all costs of repairing any damage done to the surface or any other portion of the dock by the vessel officers, agents, employees, assigns or contractors, or by any party or vessel handling any cargo on behalf of the vessel. Owners of vessels using this dock area also agree to indemnify and hold the Borough harmless from any and all claims, demands or liability for bodily injury or death of any person, or damage to property arising out of the use of this dock area by the vessel, or by any party or vessel handling any cargo on behalf of the vessel.

-----  
220. RULE 220 REMOVAL, TRANSFER OR WAREHOUSE FREIGHT  
-----

Hazardous or offensive freight, which, by its nature, is likely to damage other freight is subject to immediate removal either from the wharf or wharf premises or to other locations within said premises with all expense and risk of loss or damage, for the account of owner, consignee or shipper, the terminal operator being liable for loss or damage only in case of lack of ordinary care.

Freight remaining on wharf or wharf premises after expiration of free time, and freight shut out at time of clearance of vessel, may be piled or re-piled to make space, transferred to other locations or receptacles within the wharf premises, or removed to public or private warehouses with all expense and risk of loss or damage for account of the owner, shipper, consignee or carrier as responsibility may appear, the terminal operator being liable for loss or damage only in case of lack of ordinary care.

-----  
230. RULE 230 RIGHT TO WITHHOLD DELIVERY OF FREIGHT  
-----

Right is reserved by terminal operator to withhold delivery of freight until all accrued terminal charges and/or advances against said freight have been paid in full.



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RULES AND REGULATIONS

RULE NO. 34. TERMINAL TARIFFS

-----  
240. RULE 240 RIGHT TO SELL FOR UNPAID CHARGES  
-----

Freight on which unpaid terminal charges and advances have accrued may be sold to satisfy such charges and costs. Freight of a perishable nature, or of a nature liable to damage other freight may be sold at public or private sale without advertising, provided owner has been given proper notice to pay charges and remove said freight, and has neglected or failed to comply.

250. RULE 250 EXPLOSIVES  
-----

The acceptance, handling or storage of explosives or excessively flammable material shall be subject to special arrangements with terminal operator and governed by rules and regulations of Federal, State and Local authorities.

260. RULE 260 OWNER'S OR SHIPPER'S RISK  
-----

Glass, liquids, and fragile articles will be accepted only at owner's or shipper's risk for breakage, leakage, or chafing, the terminal operator being liable for loss or damage only in case of lack of ordinary care. Freight in open storage on wharf platforms or ground and freight subject to freezing is at owner's or shipper's risk for loss or damage.

Timber and logs or lumber rafts, and all water craft, if and when permitted by terminal operator to be moored in slips at moorage dolphins, at wharf or alongside vessels, are at owner's or shipper's risk for loss or damage.

270. RULE 270 ACCEPTANCE AND HANDLING OF LIVESTOCK  
-----

The acceptance and handling of livestock shall be subject to special arrangements with terminal operator, and governed by rules and regulations of the Federal, State and Local authorities.



<b>PORT OF HAINES          TERMINAL TARIFF, FMC NO.3</b>	Orig./Rev.	Page
	1st Rev.	14.
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	September 1, 1996	
	Correction No.	7

**RULES AND REGULATIONS**

**RULE NO. 34. TERMINAL TARIFFS**  
 -----

**280. RULE 280 TERMS**  
 -----

Terms are cash. All fixed charges named herein and charges made for all services shall become due and payable as they accrue.

**281. RULE 281 ACCEPTANCE OF TARIFF (IR)**  
 -----

Use of wharves and facilities shall be deemed acceptance of this tariff and the terms and conditions named therein.

**285. RULE 285 CHARGES COLLECTED FROM WHOM (C)**  
 -----

All charges named in this tariff will be assessed against cargo, when not absorbed by the vessel, and are due from the owner, shipper or consignee of the freight. On transit freight in connection with other carriers, however, these charges, and any charges accrued against said freight and of which the vessel, its owners or agents have been apprised, will be collected from and payment of same must be guaranteed by the vessel, its owners or agents. The use of the wharf by a vessel, its owners or agents, shall be deemed acceptance and acknowledgment of this guarantee.

**290. RULE 290 PREPAID FREIGHT**  
 -----

Right is reserved by the terminal operator to require prepayment of all charges on perishable freight or freight of doubtful value, and on all Household Goods (not new), Emigrant's Movable, Personal Effects, Livestock and Ore Samples.

**ISSUED BY: Mark Earnest, Borough Manager, Haines Borough**



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RULES AND REGULATIONS

RULE NO. 34. TERMINAL TARIFFS

-----

295. RULE 295 MANIFESTS

-----

Owners, agents, users, operators, or masters of vessels will furnish Port with complete copy of manifest showing all cargo loaded and discharged at terminal. Inbound manifest will be furnished prior to or concurrent with vessel arrival; outbound manifest will be furnished prior to or concurrent with vessel departure.

298. RULE 298 MINIMUM CHARGE

-----

Except as otherwise provided herein, the minimum charge for any single shipment shall be:

WHARFAGE:	<del>\$5.00</del>	\$1,000.00
WHARF DEMURRAGE:	<del>\$5.00</del>	
STORAGE:	<del>\$5.00</del>	\$150.00



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	Effective Date	
	December 10, 2019	
	Ordinance 12-03-283; Ordinance 16-01-427 \$4 Ordinance 19-10-553 \$4	

RULES AND REGULATIONS

RULE NO. 34. TERMINAL TARIFFS

299. SECTION 3 - DOCKAGE AND UTILITY RATES

RESERVED.

300. ITEM 300 **Lutak** DOCKAGE RATES (C)

Dockage charges are assessed upon Length-Over-All (LOA) of the vessel. LOA is defined as the linear distance, in feet, from the most forward point at the stem to the aftermost part of the stern of the vessel, measured parallel to the base of the vessel.

LOA of the vessel as published in "Lloyds Register of Shipping" will be used and when not published, the Port reserved the right to: (a) obtain the LOA from the vessel's register, or (b) measure the vessel.

Except as otherwise provided below, dockage rates per foot per 24-hour period:

Dockage:

Dockage Rate	2023	2024	2025	2026	2027
3% Annual Increase	\$4.62	\$4.76	\$4.90	\$5.05	\$5.20

Minimum dockage charge of ~~\$80.00~~

~~These rates shall be increased 3% annually, effective January 1 of each year.~~

(continued on page 15.A)

<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>
<b>\$450</b>	<b>\$475</b>	<b>\$500</b>	<b>500</b>	<b>\$525</b>

ISSUED BY: Debra Schnabel, Borough Manager, Haines Borough

<b>PORT OF HAINES</b> <b>TERMINAL TARIFF, FMC NO.3</b>	Orig./Rev.	Page
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	Ord.12-04-283;	
	Ord.13-08-348 Ord.15-09-422 Ord.19-10-553	

**RULES AND REGULATIONS**

Lutak Dock Roll-On Roll-Off Facility

Alaska Marine Lines Inc. (AML) is the owner and operator of the Roll-On/Roll-Off facility and leases the operating space from the Haines Borough. All third party vessel owners/operators must get approval from the Haines Harbormaster and local AML manager a minimum of 24 hrs prior to intended use. Wharfage and dockage fees, as outlined in this tariff, shall apply, in addition to any fees assessed by AML. All wharfage and dockage fees shall be invoiced and collected by AML and remitted to the Haines Borough as appropriate.

Any uplands space required by third party users must make arrangements with the Harbormaster and receive written approval prior to the start of operations.

RULE NO. 34. TERMINAL TARIFFS

-----

305. PORT CHILKOOT DOCK DOCKAGE RATES

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Port Chilkoot dockage charges are assessed upon Length-Over-All (LOA) of the vessel. LOA is defined as the linear distance, in feet, from the most forward point the stem to the aftermost part of the stern of the vessel, measured parallel to the base of the vessel.

LOA of the vessel as published in "Lloyds Register of Shipping" will be used and when not published, the Port reserves the right to: (a) obtain the LOA from the vessel's register, or (b) measure the vessel.

Dockage rates per foot per 24-hour period shall be as follows, increasing annually effective January 1 each year:

Vessel LOA	2023	2024	2025	2026	2027
000/149	2.90	3.06	\$3.21	\$3.37	\$3.54
150/199	3.10	3.26	\$3.42	\$3.59	\$3.77
200/299	3.40	3.57	\$3.75	\$3.94	\$4.14
300/399	3.76	3.95	\$4.15	\$4.36	\$4.58
400/499	4.20	4.41	\$4.63	\$4.86	\$5.10
500/599	4.79	5.03	\$5.28	\$5.54	\$5.82
600/699	5.22	5.48	\$5.75	\$6.04	\$6.34
700 and over	5.50	5.78	\$6.07	\$6.37	\$6.69

Minimum Dockage charge: \$80.00

2022	2023	2024	2025	2026
\$400	\$425	\$450	\$475	\$500

ISSUED BY: Debra Schnabel, Borough Manager, Haines Borough

<b>PORT OF HAINES          TERMINAL TARIFF, FMC NO.3</b>	Orig./Rev.	Page
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	Ord.11-02-255; Ord.13-08-348 §5; Ord. 14-04-374; Ord. 16-01-427 §5 Ord. 17-03-454 §4 Ord. 19-10-553	
<b>RULES AND REGULATIONS</b>		



306. PORT CHILKOOT DOCK PORT SECURITY RATES

Regularly scheduled staff time (8-5 Mon-Sun) \$40.00 per hour/Non-regular hours \$80.00 per hour. Haines Borough observed holiday rate \$60.00 per hour regular hours/Non-regular hours \$120.00 per hour.

307. PORT CHILKOOT DOCK LIGHTERING FACILITY RATES

For use of Port Chilkoot Dock lightering float dock, including lightering to transfer passengers to or from larger vessels; to pick up or discharge passengers for local marine tours; moorage of vessels; and moorage of vessels unable to moor in the small boat harbor.

1. Rates:

A. Lightering or transfer of passengers to or from a larger vessel: ~~Five Hundred (\$500) dollars flat rate per 24-hour period.~~ Security and/or tie up rates may apply.

Per-Lightering Vessel	2023	2024	2025	2026	2027
Annual Increase	\$525	\$550	\$600	\$625	\$650

B. Tie Up Rates- Regularly scheduled staff time (~~currently~~ 8-5 Mon-Sun) \$40.00 per hour/Non-regular hours \$80.00 per hour. Haines Borough observed holiday rate \$60.00 per hour regular hours/Non-regular hours \$120.00 per hour.

~~C. Use of the facility by vessels with a capacity of ten passengers or more to load or unload passengers for tours or charters originating or ending in Haines (per docking):~~

<del>Per-Docking Fee</del>	<del>2019</del>
<del>5% Annual Increase</del>	<del>\$25.53</del>

D. Any commercial vessel in use of this facility must pay a per-passenger fee for all arrivals and departures. A minimum fee of ~~\$30~~ \$35 will be assessed for each vessel arriving or departing. Standard harbor moorage rates apply to any vessel moored for over 3 hours.

Per-Passenger Fee Loading/Unloading	2023	2024	2025	2026	2027
5% Annual Increase	\$.58	\$.61	\$.64	\$.67	\$.70

**PORT OF HAINES  
 TERMINAL TARIFF, FMC NO.3**

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**RULES AND REGULATIONS**

**RULE NO. 34. TERMINAL TARIFFS**

-----  
 307. PORT CHILKOOT DOCK LIGHTERING FACILITY RATES (Continued)

2. Use of the Port Chilkoot Dock Facility including the Lightering Float on a permanent or routine basis must be approved by the Borough Assembly in the form of a special use agreement ("SUA").
3. In case of an emergency or lack of moorage space in the small boat harbor when the Port Chilkoot Dock Facility must be used for transient moorage, standard transient moorage rates shall apply for no more than seventy-two consecutive hours per vessel. Such use shall not interfere with the scheduled use of the dock by other vessels. Following expiration of the seventy-two hour period, standard dockage rates shall apply.
4. All other vessels shall pay standard dockage rates.

ISSUED BY: Debra Schnabel, Borough Manager, Haines Borough

307. ITEM 307 Reserved

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(Continued on Page 16)

**STRIKE**

<b>PORT OF HAINES</b> <b>TERMINAL TARIFF, FMC NO.3</b>	Orig./Rev.	Page
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	Ord.11-02-255; Ord.13-08-348 §6; Ord.16-01-427 Ord.19-10-553	

**RULES AND REGULATIONS**

**RULE NO. 34. TERMINAL TARIFFS**

310. ITEM 310 WATER RATES

Water may be furnished to vessels at the discretion of the Haines Borough at the following rates:

\$75 service charge plus ~~\$4.50~~ **\$6.00** per 1,000 gallons for water at the Port Chilkoot Dock Facility.

320. ITEM 320 ELECTRICITY RATES

Electrical Outlets: Subject to availability, electricity will be furnished **per the conditions set forth by the Harbormaster.** ~~at cost plus ten percent (10%).~~ It will be the responsibility of the user to provide receptacles with proper voltage. The Haines Borough will not be responsible for electric power failure.

330. ITEM 330 TERMINAL USE PERMITS

The services of handling, loading, unloading and other terminal services not specified herein are provided by independent agents at the Port of Haines under terminal use permits issued by the Haines Borough.

~~340. ITEM 340 PER GALLON FLOW THROUGH RATES~~ **Section Moved**

~~For the transport of fluids, including, but not limited to, fuel, through pipelines across Borough port and dock facilities in both directions in any one calendar year.~~

<del>Per-Gallon Rate</del>	2019	2020	2021	2022	2023
<del>Up to 5 million gallons</del>	\$ .0253	\$ .0261	\$ .0269	\$ .0277	\$ .0285
<del>5 million gallons &amp; over</del>	\$ .0222	\$ .0228	\$ .0235	\$ .0242	\$ .0249

~~These rates shall be increased 3% annually, effective January 1 of each year.~~

ISSUED BY: Debra Schnabel, Borough Manager, Haines Borough

PORT OF HAINES TERMINAL TARIFF, FMC NO.3	Orig./Rev.	Page
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	September 24, 2013	
	Ordinance 11-02-255; Ordinance 13-08-348 §7	

RULES AND REGULATIONS

RULE NO. 34. TERMINAL TARIFFS

-----

399. SECTION 4 - WHARFAGE AND HANDLING RATES

-----

400. ITEM 400 WHARFAGE AND HANDLING (C)

-----

Except as otherwise provided, wharfage rates named below are in dollars and cents per ton (2,000 pounds) or 40 cubic feet, as freighted.

Handling charges are by special arrangement with terminal use permit holders.

WHARFAGE

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ITEM 401:

Freight, N.O.S.

ITEM 402:

Logs

(Continued on Page 18)

ISSUED BY: Mark Earnest, Borough Manager, Haines Borough

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	7th Rev.	18
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	6th Rev.	18
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	December 10, 2019	
	Ordinance 11-02-255; Ordinance 13-08-348 §7; Ordinance 16-01-427 §7 Ordinance 19-10-553 §10	
<b>RULES AND REGULATIONS</b>		



RULE NO. 34. TERMINAL TARIFFS

-----  
 400. ITEM 400 WHARFAGE AND HANDLING (C) ---continued---  
 -----

ITEM 403:

Gravel, Pit run Sand or Gravel; Sand; Crushed Aggregate; Process Stone or Boulders

ITEM 404:

Explosives and other Hazardous Cargo, Viz.:

Powder, gun or blasting; Blasting Caps and Agents; Dynamite; High Explosives; Ammunition other than small arms; and other cargo deemed hazardous by the Haines Borough. (See Note 1)

NOTE 1) Material subject to Rule 34.250. Written permission of the Haines Borough must be obtained prior to any movement of explosives and other hazardous cargo over Borough Port facilities.

Wharfage Rates	2023	2024	2025	2026	2027
Item 401: NOS	\$6.52	\$6.72	\$6.92	\$7.13	\$7.34
Item 402: Logs	\$0.75	\$0.77	\$0.79	\$0.81	\$0.83
Item 403: Gravel	\$0.50	\$0.52	\$0.54	\$0.56	\$0.58
Item 404: Explosives & Hazardous Waste	\$14.82	\$15.27	\$15.73	\$16.20	\$16.69

~~These rates shall be increased 3% annually, effective January 1 of each year.~~

ISSUED BY: Debra Schnabel, Borough Manager, Haines Borough

<b>PORT OF HAINES</b> <b>TERMINAL TARIFF, FMC NO.3</b>	Orig./Rev.	Page
	1st Rev.	18A.
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	Effective Date	
	October 1, 2000	
	Correction No.	25

RULES AND REGULATIONS

RULE NO. 34. TERMINAL TARIFFS

400. ITEM WHARFAGE AND HANDLING (C) ---continued---

405:

PER-GALLON FLOW-THROUGH RATES

For the transport of fluids, including, but not limited to, fuel, through pipelines across Borough port and dock facilities in both directions in any one calendar year.

Per-Gallon Rate	2023	2024	2025	2026	2027
Up to 5 million gallons	\$.0285	\$.02	\$.0269	\$.0277	\$.0285
5 million gallons & over	\$.0249	\$.0228	\$.0235	\$.0242	\$.0249

ISSUED BY: Mark Earnest, Borough Manager, Haines Borough

Strike

**STRIKE**

PORT OF HAINES TERMINAL TARIFF, FMC NO.3	Orig./Rev.	Page
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RULES AND REGULATIONS

RULE NO. 34. TERMINAL TARIFFS

-----  
 400. ITEM WHARFAGE AND HANDLING (C) ---continued---  
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Reserved for expansion.

Strike



# An-Ac, IHENT<sup>o</sup> A. LUTAK

*INLET*

**STRIKE**

1s 63 23' 00" - 1535.11.1           S 63°2:3'47"E - 1534.82'

(S 63 23'00"E - 639.66')  
S 63°52'15"E - 640.52'

Existing City  
of Haines  
Barge Facility

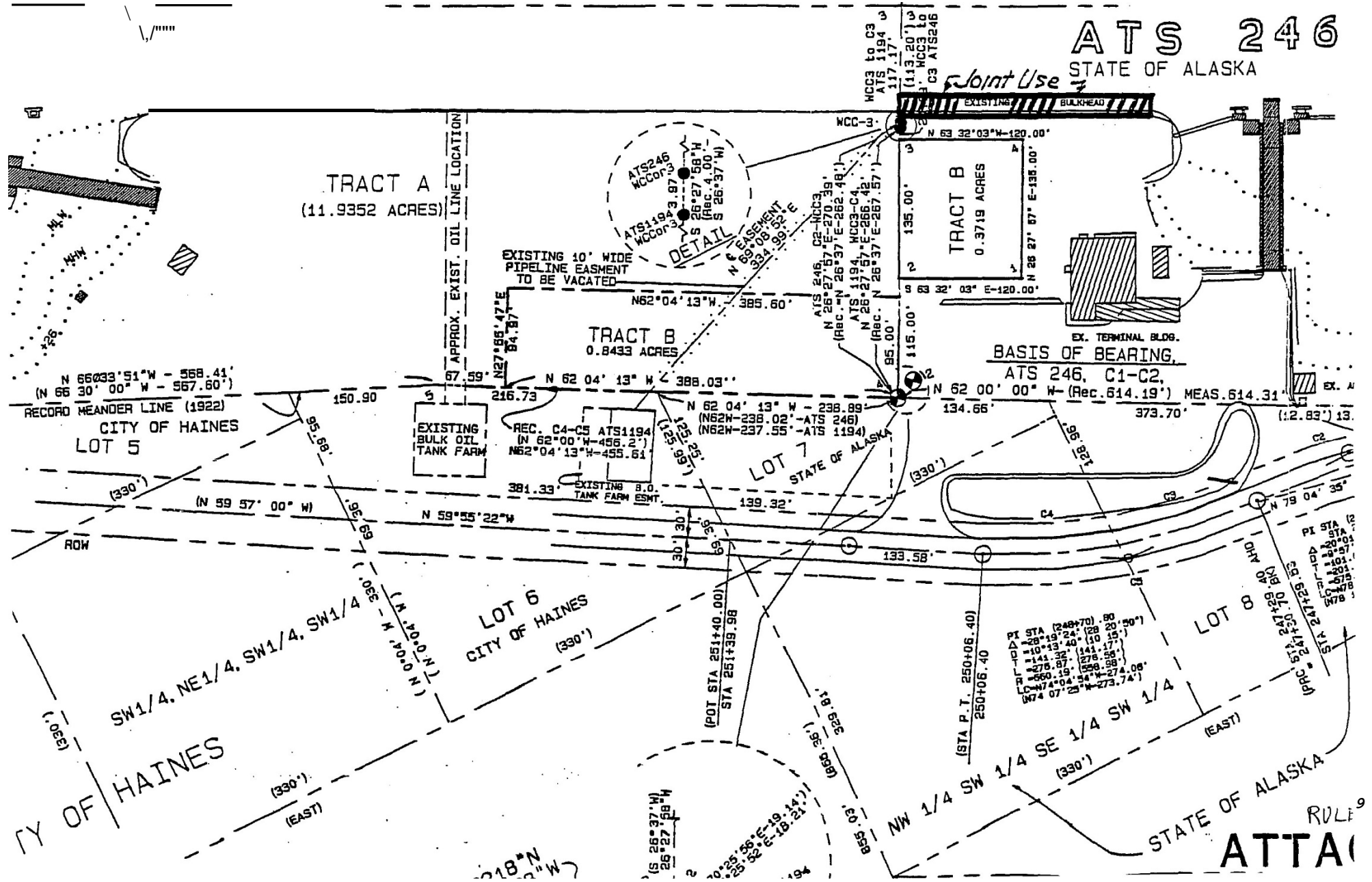
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# ATS 246

STATE OF ALASKA

Joint Use



ATTACHMENT 9

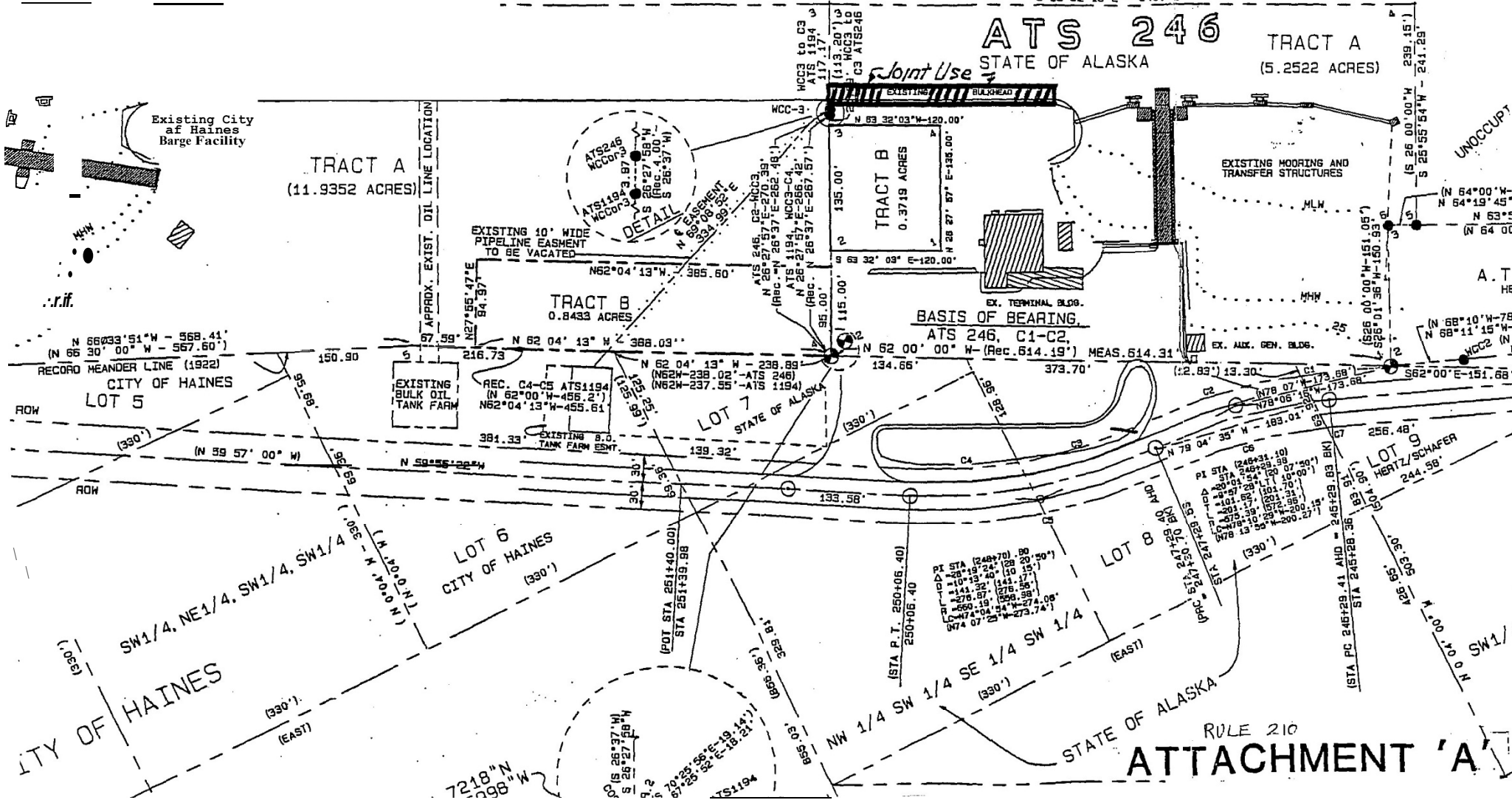


STRIKE

# LUTAK INLET

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(S 63°23'00"E - 639.66')  
(S 63°52'15"E - 640.52')



ATS 246 TRACT A  
STATE OF ALASKA (5.2522 ACRES)

TRACT A  
(11.9352 ACRES)

TRACT B  
0.8433 ACRES

TRACT B  
0.3719 ACRES

BASIS OF BEARING  
ATS 246, C1-C2,  
MEAS. 614.31'

EXISTING MOORING AND  
TRANSFER STRUCTURES

Existing City  
of Haines  
Barge Facility

RECORD MEANDER LINE (1922)  
CITY OF HAINES  
LOT 5

EXISTING BULK OIL  
TANK FARM

LOT 7  
STATE OF ALASKA

LOT 8

LOT 9  
HERTZ/SCHAFFER  
244.58'

ATTACHMENT 'A'

RULE 210



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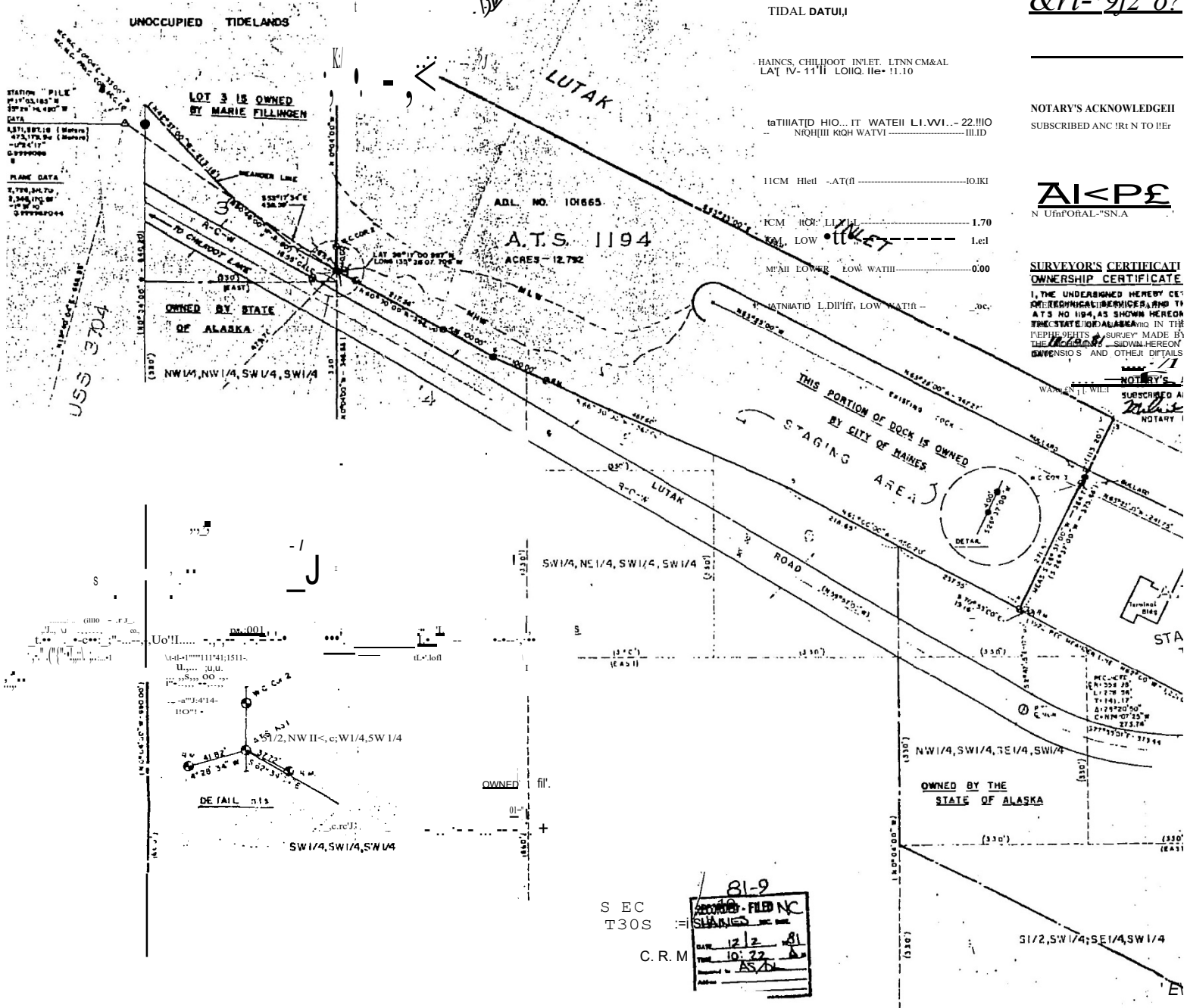
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**SURVEYOR'S CERTIFICATE  
OWNERSHIP CERTIFICATE**  
I, THE UNDERSIGNED HEREBY CE  
SRTIFIED THAT THE SURVEY AND  
ATS NO 1194, AS SHOWN HEREON  
THE STATE OF ALASKA IN THE  
PEOPLE'S RIGHTS SURVEY MADE BY  
THE *McGraw-Hill* SURVEYOR  
DAVENPORT AND OTHER DETAILS

NOTARY'S  
SUBSCRIBED AND  
*McGraw-Hill*  
NOTARY



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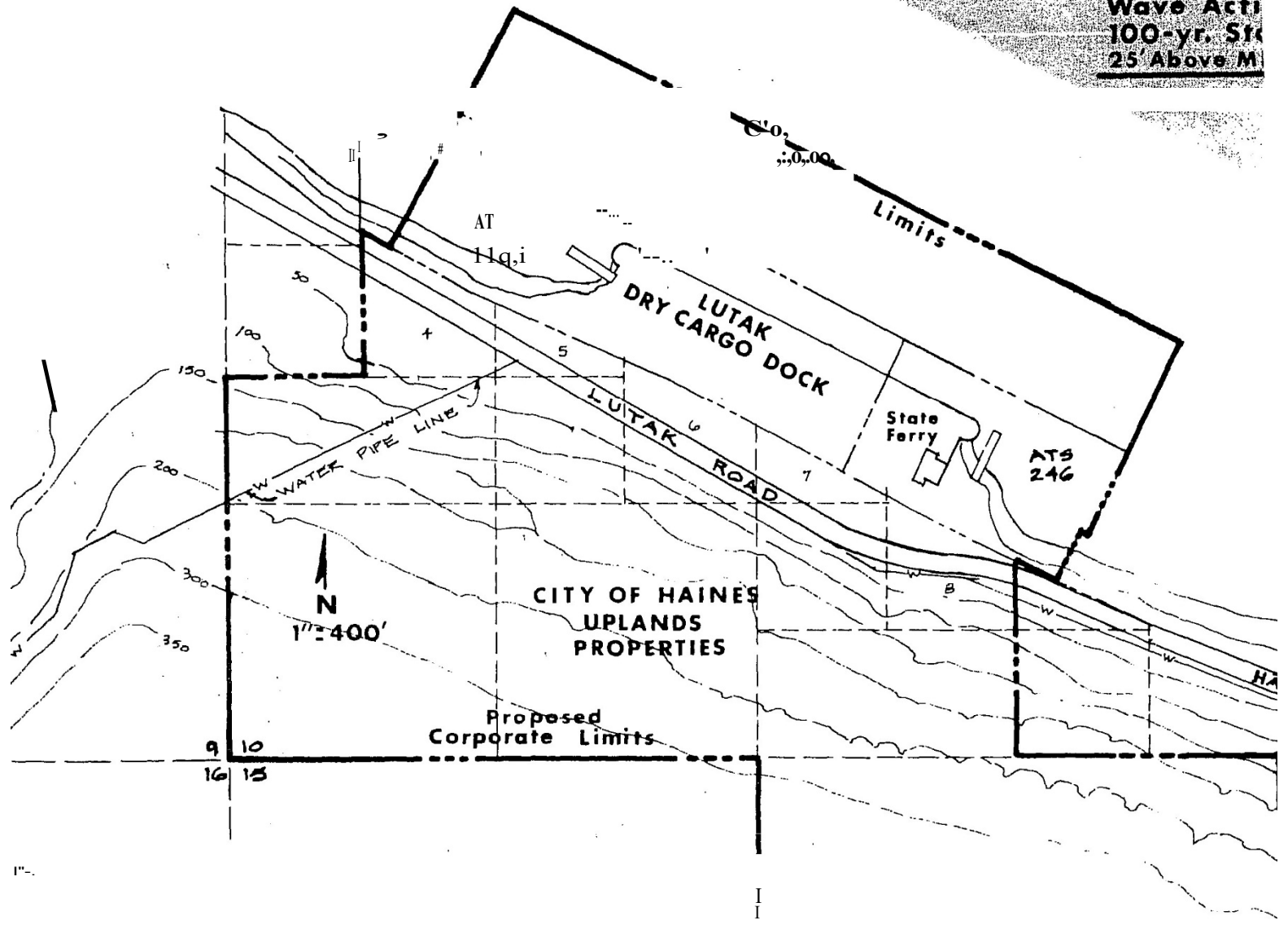
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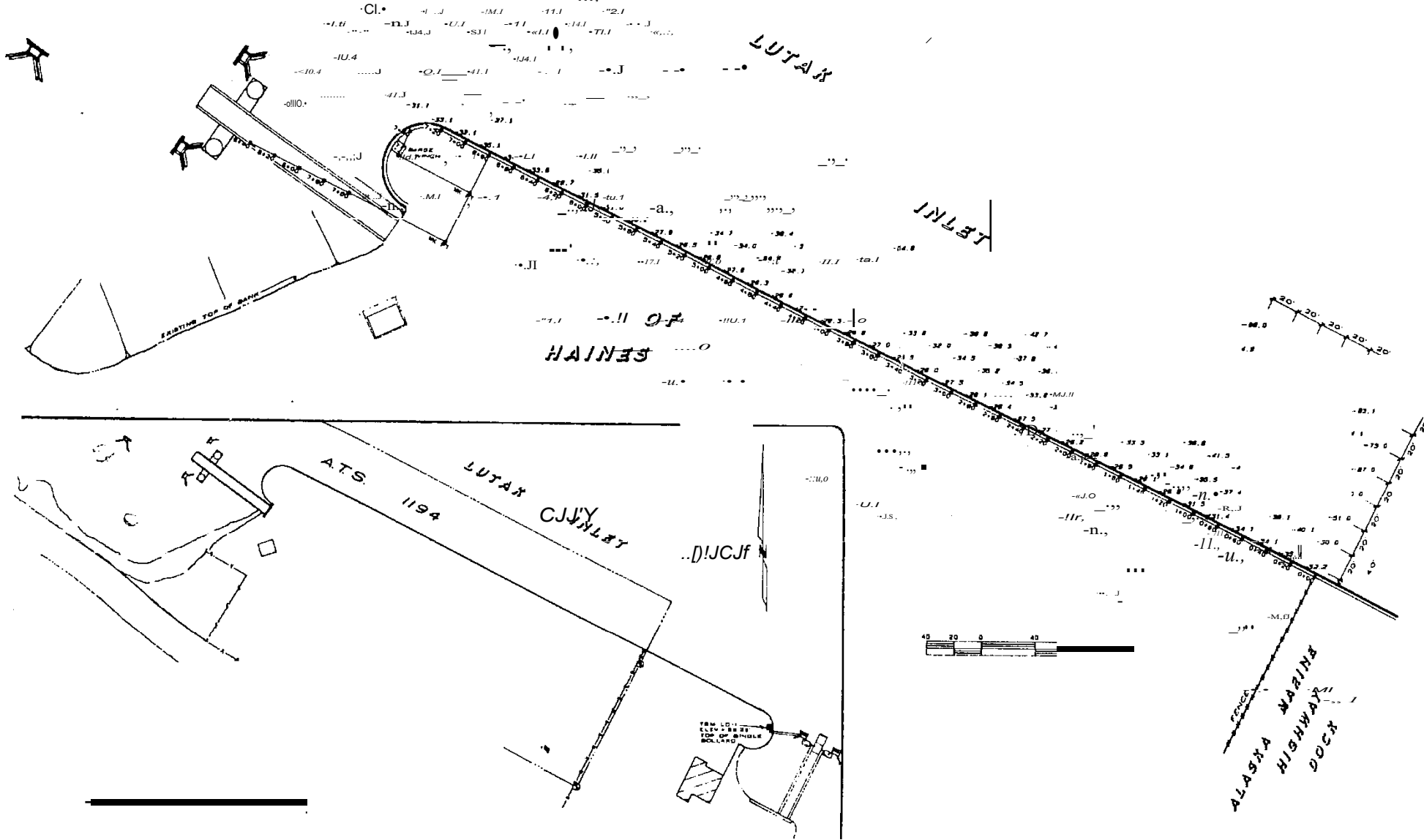
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**STRIKE**



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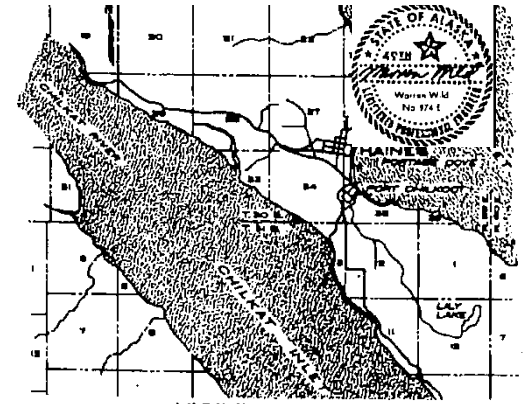
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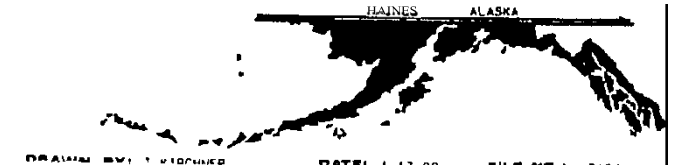
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SCALE IN FEET  
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FEB 3 1988  
CITY OF HAINES



VICINITY MAP  
1" = 1 MILE



**VERTICAL CONTROL:**  
The vertical control for this project is derived from the Alaska  
Metric Control for Marine Ferry Terminal (M.F.T.) and the  
Metric Control for Letcher (L.E.T.) in 1971, which are in accordance with two  
years of the International Geodetic Service (IGS) during 1988, 1989, and 1990,  
covering the period from 1988 to 1990, and the datum is the North American  
Datum 1983 (NAD 83).  
The horizontal control for this project is derived from the Alaska  
Metric Control for Marine Ferry Terminal (M.F.T.) and the  
Metric Control for Letcher (L.E.T.) in 1971, which are in accordance with two  
years of the International Geodetic Service (IGS) during 1988, 1989, and 1990,  
covering the period from 1988 to 1990, and the datum is the North American  
Datum 1983 (NAD 83).  
The horizontal control for this project is derived from the Alaska  
Metric Control for Marine Ferry Terminal (M.F.T.) and the  
Metric Control for Letcher (L.E.T.) in 1971, which are in accordance with two  
years of the International Geodetic Service (IGS) during 1988, 1989, and 1990,  
covering the period from 1988 to 1990, and the datum is the North American  
Datum 1983 (NAD 83).

CLIENT

CITY OF HAINES  
P.O. BOX 576  
HAINES ALASKA 99827  
(907) 766-2231

SURVEYOR

ALASKA LAND SURVEYING CO  
2204 KA SIE AN  
JUNEAU ALASKA 99801  
(907) 789-0000



CITY OF HAINES  
SOUNDINGS ALONG  
LUTAK DOCK  
WITHIN SEC. 10 CAM





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FEB 31988

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PORT CHILKOOT DOCK

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REV.	DATE	DESCRIPTION
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CHKD.	APP.
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9360 Glacier Highway, Ste. 100 Juneau, Alaska 99801  
Phone: 907-586-2093  
Fax: 907-586-2099  
www.pndengineers.com

ENGINEERS, INC.



AGE COVE HARBOR  
BOAT LAUNCH IMPROVEMENTS

P  
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SHEET TITLE: VICINITY PLAN -  
**PROPOSED HARBOR IMPROVEMENTS**

1  
SHEET

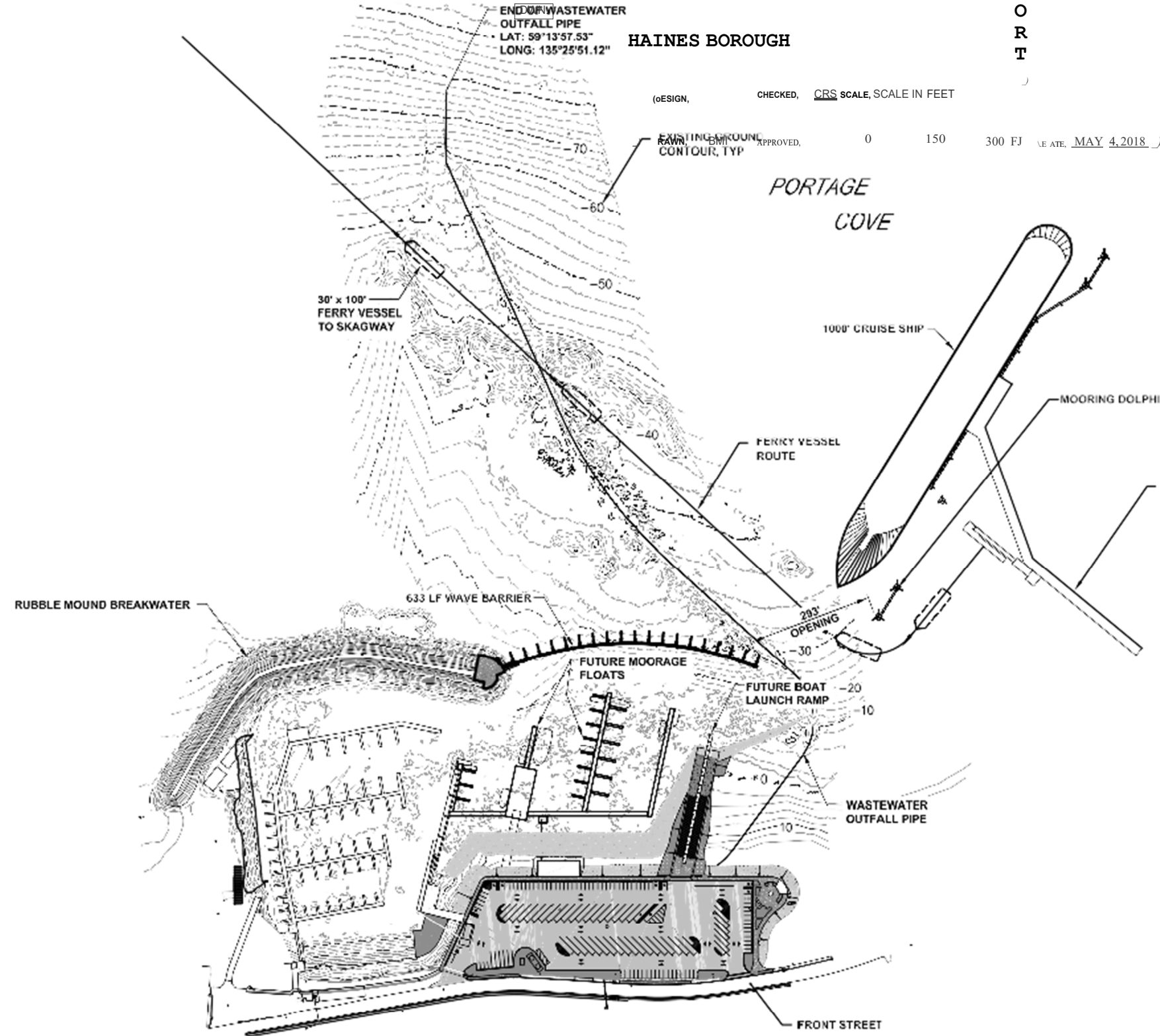
1 of 1

END OF WASTEWATER  
OUTFALL PIPE  
LAT: 59°13'57.53"  
LONG: 135°25'51.12"

HAINES BOROUGH

DESIGN, CHECKED, CRS SCALE, SCALE IN FEET

APPROVED, 0 150 300 FEET DATE, MAY 4, 2018 PNDPROJECTNO., 172032




**P N D**



# 7B

Agenda Bill No.: 23-1321

Assembly Meeting Date: 11/14/23

Business Item Description:	Attachments:
Subject: Clarify Assembly Agenda Procedures	1. Ordinance 23-10-661
Originator: Mayor	
Originating Department: Assembly	
Date Submitted: 10/19/23	

**Full Title/Motion:**

**Administrative Recommendation:**

**Fiscal Impact:**

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$	\$	\$	

**Comprehensive Plan Consistency Review:**

Comp Plan Goals/Objectives:	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
-----------------------------	---

**Summary Statement:**

Mayor Tom Morphet has asked for clarification of the assembly agenda procedures as attached.

**Referral:**

Referred to:	Referral Date:
Recommendation:	Meeting Date:

**Assembly Action:**

Meeting Date(s): 10/24/23	Public Hearing Date(s): 11/14/23, 11/28/23
	Postponed to Date:

**An Ordinance of the Haines Borough amending Haines Borough Code Title 2 to clarify the Assembly Agenda.**

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

Section 1. Classification. This ordinance is of a general and permanent nature and the adopted amendment shall become a part of the Haines Borough Code.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Effective Date. This ordinance is effective upon adoption.

Section 4. Amendment of Section 2.10.030(A). Section 2.10.030(A) of the Haines Borough Code is hereby amended, as follows:

NOTE: **Bolded**/UNDERLINED ITEMS ARE TO BE ADDED  
~~STRIKETHROUGH~~ ITEMS ARE DELETED

**2.10.030 Agenda.**

A. Regular and Special Assembly Meetings. All reports, communications, ordinances, resolutions, contract documents, or other matters to be submitted to the assembly shall be delivered to the clerk by the deadlines stipulated in the current assembly-approved agenda preparation schedule. **Any member of the Assembly, the Borough Manager or the Mayor may place items on the agenda, however t**he mayor, with assistance from the clerk, shall arrange ~~a list of~~ such matters according to the order of business and the clerk shall furnish each member of the assembly, the mayor, manager and chief fiscal officer with a copy of the same in packet form five calendar days in advance of the assembly meeting. Packets may also be prepared as necessary for other officers, department heads, and members of the press or other interested parties.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS \_\_\_ DAY OF \_\_\_\_\_, 2023.

ATTEST:

\_\_\_\_\_  
Tom Morphet, Mayor

\_\_\_\_\_  
Aleka Fullerton, MMC, Borough Clerk

Date Introduced: 10/24/23  
Date of First Public Hearing: 11/14/23  
Date of Second Public Hearing: 11/28/23



7C

**Haines Borough  
Assembly Agenda Bill**

**Agenda Bill No.:** 23-1331  
**Assembly Meeting Date:** 11/14/23

<b>Business Item Description:</b>	<b>Attachments:</b>
Subject: Determining property tax delinquency date to provide a grace period on tax payments	1. Ordinance 23-10-662
Originator: Mayor	
Originating Department: Assembly	
Date Submitted: 10/27/23	

**Full Title/Motion:**  
Motion: Adopt Ordinance 23-10-662

**Administrative Recommendation:**  
This ordinance is recommended by the Mayor.

**Fiscal Impact:**

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$	\$	\$	

**Comprehensive Plan Consistency Review:**  
Comp Plan Goals/Objectives: \_\_\_\_\_  
Consistent:  Yes  No

**Summary Statement:**  
10/27/23 three Assembly members contacted the mayor to set special meeting dates to introduce and schedule Ordinance 23-10-662 for its first public hearing. This Ordinance is to set the delinquency date to December 31, 2023 to provide a grace period for penalties and interest on tax payments for the 2023 property tax year.

**Referral:**  
Referred to: \_\_\_\_\_ Referral Date: \_\_\_\_\_  
Recommendation: \_\_\_\_\_ Meeting Date: \_\_\_\_\_

**Assembly Action:**  
Meeting Date(s): 11/14/23 Public Hearing Date(s): 11/8/23, 11/14/23  
Postponed to Date: \_\_\_\_\_

HAINES BOROUGH, ALASKA  
ORDINANCE No. 23-10-662

**An Ordinance of the Haines Borough setting the date that determines delinquency for certain tax payments to December 31, 2023 in order to provide a grace period for penalties and interest on certain delinquent tax payments.**

**WHEREAS**, for each tax year, the Haines Borough assessor is required to assess property at its full and true value as of January 1;

**WHEREAS**, the Haines Borough made an assessment for the 2023 tax year;

**WHEREAS**, the assessment of many properties generally increased;

**WHEREAS**, the Haines Borough received a significant number of appeals of 2023 property tax assessments, a number significantly higher than previous years, the last of which were resolved as of October 23, 2023;

**WHEREAS**, due to the high volume of residents affected by assessment appeals and the length of time needed to address and resolve all appeals, the Haines Borough wishes to provide an extension of the date determining delinquency for the application of penalties and interest on certain delinquent tax payments;

**NOW THEREFORE BE IT ENACTED**, by the Haines Borough Assembly, the following is hereby adopted by ordinance:

**Section 1.** Classification. This ordinance is a noncode ordinance.

**Section 2.** Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

**Section 3.** Effective Date. This ordinance is effective upon adoption.

**Section 4.** Purpose. This ordinance provides a grace period for determining the delinquency of tax payments as follows:

Taxes due and payable on November 1, 2023, in accordance with HBC 3.74.030.A. shall, for the purposes of HBC 3.74.030.B and HBC 3.74.040, not be deemed delinquent if paid by December 31, 2023. For determining the delinquency of such taxes, and the imposition of penalty and interest in accordance with HBC 3.74.040, the "appropriate due date" shall, notwithstanding HBC 3.74.030.A., be December 31, 2023. No interest shall accrue, nor any penalty be imposed except upon such taxes unpaid after December 31, 2023, and any interest on such unpaid taxes imposed by HBC 3.74.040.A shall be calculated from December 31, 2023 until paid in full.

**Section 5.** All penalty and interest upon taxes due and payable on November 1, 2023, that was imposed or accrued prior to the effective date of this ordinance shall be waived and discharged, and penalty and interest upon such unpaid taxes, if any, shall be imposed in accordance with Section 4 of this ordinance.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.

Haines Borough  
Ordinance No. 23-10-662  
Page 2 of 2

ATTEST:

\_\_\_\_\_  
Tom Morphet, Mayor

\_\_\_\_\_  
Alekka Fullerton, MMC, Borough Clerk

Date Introduced: 10/30/23  
Date of First Public Hearing: 11/07/23  
Date of Second Public Hearing: 11/08/23



## MANAGER'S REPORT

November 11 – Veterans Day (observed November 10 by Borough – offices closed)  
November 23 and 24 – Thanksgiving Holiday Borough office and pool closed

DATE: November 9, 2023  
TO: Mayor and Borough Assembly  
FROM: Annette Kreitzer, Borough Manager

### **Assembly Follow-up:**

1) Work with the Friends of Mosquito Lake School & Community Center/Four Winds Resource Center to produce a new MOU for administration of the Borough facility known as the Mosquito Lake School. – *We currently have an MOU with the FOMLSCS/FWRC, however we are still negotiating over funds raised and costs to the Borough vs other Borough facilities. Requested comparison information on all borough facilities and reviewing that in light of the MOU. Reviewed the draft, crafting a counter proposal.*

### **Administration**

#### **HIRING:**

- We are recruiting for:
  - Planning & Zoning Tech
- We are evaluating:
  - Police Chief position – waiting for Assembly’s decision regarding Public Safety Advisory Board; also will be meeting with the Friends of Police at the group’s request
  - IT support for the Library and potentially some position restructuring
  - Fire Chief position – following advice from Fire Chiefs and Administrators of other departments which have been either all volunteer or a mix of volunteer/paid staff, I initiated a request for proposals to assess the fire department’s current practices and culture and to provide a road map for the next five years. We opened the bids today and will be reviewing them in the next few weeks in a committee which includes a Haines Volunteer Fire Department representative.
- We welcome:
  - Marc Laperi as Pool Custodian

#### **GRANT UPDATES:**

SS4A – Safe Streets for All: The Haines Borough and Chilkoot Indian Association entered into an MOU in July 2023 to leverage our expertise and resources to make Haines Borough roads safer by applying for a grant to complete a joint Safety Action Plan. Initial awards were announced this month

(ours was not one of those announced) - additional awards are expected to be announced in December. We will update when the December awards are announced.

TAP Grant -Portage Cove Waterfront Trail-Segment 1 and 6A – We were notified in November 2022 that we “potentially” qualified for funding for this project. The Assembly passed Resolution 23-01-1018 in support of this project.

CTP Grant – FAA Road repair and upgrade –In March 2023, we were advised that this project “likely” would not advance – DOT/PF estimated the cost to bring this road to Borough standards to be \$12 million. The Assembly passed Resolution 23-01-1019 in support of this project, at an estimated \$2.34 million, considerably less than the recent DOT/PF estimate. With both the TAP and CTP grants, the Project Evaluation Boards have been postponed indefinitely. If the projects move forward in the review process, I will update the Assembly.

### **COMPREHENSIVE PLAN:**

- Comprehensive Plan contractors Agnew::Beck will be presenting the results of the Community Survey to the Assembly on November 14.
- Watch for improvements to the website, which includes recordings and synopses of many of the meetings:  
[www.hainescompplanrevision.com](http://www.hainescompplanrevision.com)

### **OTHER ISSUES:**

- Regulatory Commission of Alaska – I’ve requested more information regarding Skagway’s offer to join in their response in opposition to the rate increase proposed by Alaska Power Co., for AP&T. When I have more information, I’ll be bringing it back to the Assembly.
- Trash Cans and doggie bags- At the request of Mayor Morphet, trashcans which are normally removed during the winter have been situated along Main St., along with dog waste bags to help keep those sidewalks free of dog waste. The Environmental Protection Agency deems dog poop an environmental and human health hazard.

### **Lands/Assessment/Permitting**

- Assessment staff have updated all property data files following the final BOE on October 23.
- Deed updates due to transfers/sales of property are being completed.

### **Tourism**

- Director Rebecca Hylton and Tourism staff are heavily assisting the Bald Eagle Foundation for a three-day Bald Eagle Festival beginning November 10. Visit this link for more information [Haines Bald Eagle Festival](#)

### **Public Facilities/Public Works/Grants Administration**

- ProHNS is finalizing answers to questions raised by FEMA regarding work on Porcupine Road this summer. I expect to have more definitive news once FEMA has concluded its investigation of the work.

- Beach Road will be seeded in the Spring, otherwise that project is mostly finished.
- The Harbor oil shed will be put out to bid shortly, plans are on the Ports & Harbors Advisory Council agenda for November 16.
- Public Facilities is working to try to modify access to the Small Boat Harbor grid.
- The insulation project for the Chilkat Center should be underway soon, the contractor received the notice to proceed today.
- Public Facilities Director Ed Coffland reports that the Inflow and Infiltration study to determine where water is coming into the wastewater system begins next week.

**POOL:**

- Klukwan students' Water Safety classes for Pre-K finish November 16, and K-5th grade Water Safety course begins the November 14.
- Cold Water Safety for Haines School District K-8<sup>th</sup> grade students will be in November taught by AST Colin Nemec with assistance from fellow troopers and the US Coast Guard. High school students' class will be after the Christmas break.
- The Fire Department will be conducting training for members regarding appropriate, effective response to emergencies at the pool.

**POLICE:**

- Contractor REVL has done a site survey to determine how best to improve police and fire radio communications. We are awaiting their report.
- The Department has conducted additional training with the School District. Interim Chief Josh Dryden is having the Department of Labor/Workforce Development review the Borough's Workplace Violence policy due to the requirement that the Chief identify risk factors in the work place.
- Interim Chief Dryden and Chief Fiscal Officer Jila Stuart have been attending the Community Jails teleconferences as the State Department of Corrections is reviewing how it funds regional facilities, like Haines'.



## Haines Borough Flood Repairs: November 2023 Engineering Update

FEMA Project	Site Notes	Project Status
Chilkoot Loop Retaining Wall Project No. 437599	Scope of work included complete replacement of block wall.	Project completed and closed.
Haines Borough Citywide Culverts and Minor Road Repairs Project No. 437603	Project includes replacement/repair of; 3 fish culverts on Chestnut Drive, 1 fish culvert on East Fair Drive, Moose Lane Culvert, Anway Culvert, Mink Way Culvert, N. 1 <sup>st</sup> Ave. Culvert, Highland Drive Culvert, Oslund Drive Culvert, Piedad WTP Access Road, Sunshine Road, and. E. Fair Drive Rd.	95% plans approved at 4/13/23 PC Meeting. Received Alaska F&G Habitat Permits for Fish Culverts. Combing plans for multiple sites into single project. SOW change request may be required based on actual bid prices. Target 2023 bidding & 2024 construction.
Young Road Project No. 435785	Project includes repairs to gravel and asphalt pavement surfacing along Young Road, as well as replacement of culverts, portions of sidewalk, and mitigation work to prevent future damages.	Project completed and closed.
Cathedral View Drive Project No. 437570	Project includes repair of gravel surfacing and repair/replacement of culverts on Cathedral View Drive and Hooter Lane.	95% plans approved at 4/13/23 PC Meeting. SOW Change Requested, sent to State 3/10/23. Awaiting FEMA approval. Target <b>2024</b> bidding & 2024 construction.
Soap Suds Alley Project No. 437575	Project includes repair of street structural sections, asphalt pavement, curbing, and culverts on Soap Suds Alley and Tower Road. Includes local improvements funding (Haines Borough) for water system/service repairs & replacement.	Awarded to Southeast Road Builders for \$1,528,937.50. SOW Change Request for additional funding to total of \$1,382,816.13 was approved. Remainder is considered local improvements and not funded by FEMA. Construction began 8/14/23. <b>Final punch list issued.</b>
Beach Road Project No. 184410	Project includes new culverts, ditching, minor repairs, and paving of Beach Road from bottom of hill at end of DOT ROW to furthest of slide limits.	Awarded to Southeast Road Builders for \$1,193,305.00. Construction began 7/18/23. <b>Final punch list issued.</b>
Porcupine Trail Road Phase I Project No. 435787	Phase 1 scope of repairs includes resurfacing of ~5 miles of the 7 mile stretch of Porcupine Trail Road, from the end of the asphalt to the Porcupine Creek Bridge, with E-1. Work includes ditch restoration.	Project completed and closed. <b>FEMA reviewing obligation and SOW.</b>
Porcupine Trail Road Phase II Project No. 435787	Phase II encompasses ~600-foot-long washout of road near Mile 3. Full scope of repairs and cost for Porcupine Trail Road Phase 2 TBD. FEMA/State have not yet obligated full A&E and construction services funding for this phase.	Repair alternatives analysis and concept design report presented to PC on 12/08/22. Amended report issued 12/20/22 to HB, recommending Alt. 2 Floodplain Bypass Road. <b>FEMA reviewing obligation and SOW.</b>
Porcupine Trail Road Phase III Project No. 435787	Phase 3, near Mile 6, includes 6 sites where the roadway shoulder/embankment has sloughed into the river below due to erosion. Full scope of repairs and cost for Porcupine Trail Road Phase 3 TBD. FEMA/State have not yet obligated full A&E and construction services funding for this phase.	Submitted letter to State/FEMA for approval of budget for design and construction of permanent repairs and hazard mitigation strategies. <b>FEMA reviewing obligation and SOW.</b>
Dalton Street Project No. 437601	Project includes repair/replacement of asphalt pavement, roadway structural section, and surface damages on Dalton Street from 2 <sup>nd</sup> Ave. to Front St.	95% plans approved at 1/12/23 PC Meeting. FEMA approved SOW change request. Target 2023 bidding & 2024 construction.



### Haines Borough Flood Repairs: November 2023 Engineering Update (continued)

FEMA Project	Site Notes	Project Status
Second Avenue Project No. 435786	Project includes repair/replacement of asphalt pavement, roadway structural section, and surface damages on 2 <sup>nd</sup> Ave. from Mud Bay Rd. to Main St.	95% plans approved at 4/13/23 PC Meeting. FEMA approved SOC change request. Target <b>2024</b> bidding & 2024 construction.
Totem Street Project No. 437600	Project includes repair/replacement of asphalt pavement and roadway structural section on Totem Street from Fort Seward DR to Beach RD.	Project completed and closed.
Lily Lake Road Project No. 437579	Project includes stabilization of roadway shoulder geotechnical failure at 1 location (2 <sup>nd</sup> site with similar damages to be added via SOW Change Request).	Design not started, lowest priority project. FEMA approved SOW change request. Target 2024 bid & construction.

MONTH	AMBULANCE	DEATH	AMBULANCE TRANSPORT	MEDEVAC	MEDEVAC CANCELLED
JANUARY	19	5	6	15	3
FEBRUARY	11	2	2	13	2
MARCH	19	2	2	14	2
APRIL	10	2	3	1	0
MAY	20	1	2	12	1
JUNE	19	0	0	16	0
JULY	26	0	0	16	0
AUGUST	25	0	2	25	0
SEPTEMBER	17	1	3	13	0
OCTOBER	16	0	0	6	0
NOVEMBER					
DECEMBER					
<b>TOTAL</b>	<b>182</b>	<b>13</b>	<b>20</b>	<b>131</b>	<b>8</b>
Total Ambulance Calls:		<b>402</b>			
Total Fire Calls:		<b>42</b>			

**VFD YEAR 2023**

STANDBY	VEHICLE ACCIDENT	FIRE CALLS	FIRE ALARM WITH AMBULANCE RESPONSE	HAZMAT WITH AMBULANCE RESPONSE	FIRE ALARM
1	0	1			2
0	1		1	1	1
0	0	2	0	0	0
0	0	1	0	0	1
0	1	4	0	0	1
1	0	3	0	0	0
3	1	5	0	0	1
0	2	2	0	0	0
0	1	6	1	0	1
0	0	2	0	0	0
<b>5</b>	<b>6</b>	<b>26</b>	<b>2</b>	<b>1</b>	<b>7</b>

HAZMAT	SAR
0	0
0	0
0	1
0	2
0	0
0	0
0	2
0	2
0	1
<b>0</b>	<b>8</b>

**HVFD COMBINED TOTAL CALL OUTS  
FROM ALL CALLS:**

**409**





HAINES BOROUGH, ALASKA  
P.O. BOX 1209  
HAINES, AK 99827  
(907) 766-6400 \* FAX (907) 766-2716

## MEMORANDUM OF AGREEMENT

This is a Memorandum of Agreement (MOA) between the Haines Borough (Borough) and the Haines Economic Development Corporation (HEDC), a private, non-profit corporation organized under the laws of the State of Alaska (with its principal place of business in Haines, Alaska) and licensed to do business in the State of Alaska. Haines Borough will provide HEDC with \$125,000 (One Hundred and Twenty Five Thousand Dollars) in grant funding to support economic research, strategic planning and community engagement.

HEDC will use Borough operating grant funds to support efforts to realize economic development in the Borough in concert with the Comprehensive Plan and including these areas of HEDC's purpose:

- 1) Connect entrepreneurs and small businesses with resources;
- 2) Retain and increase the number of private sector basic industry employers in Haines;
- 3) Coordinate the activities of economic development advocates and government agencies;
- 4) Provide well-researched information to enable decisions to strengthen Haines economy;
- 5) Promote ideas to reduce the cost of living, thus enabling a more thriving economy; and
- 6) Increase community economic development awareness and engagement

The goal of the FY24 funds is to support the following specific deliverables and to complete the final two deliverables from FY23:

- 1) Full scale socio-economic study of the Palmer Project in the Chilkat Valley. This cooperative effort will identify the structural, social and educational needs of the Valley. The detailed report, produced in collaboration with McKinley will focus on 3 major topics:
  - o Impacts on schools and medical facilities
  - o Housing needs
  - o Transportation needs

- 2) Resource map of value-added timber. This detailed report will explore the economic opportunities that Haines can provide in the timber industry. This includes:
- o Manufacturing
  - o Logging

The Haines Borough Assembly voted June 14, 2022 to appropriate \$40,000 to the Haines Economic Development Corporation for the following deliverables:

- 1) Distribute, collate, analyze and produce a report on the Haines Housing Survey approved by the Housing Working Group in conjunction with HEDC. Make further recommendations as the analysis warrants. - COMPLETED
- 2) **Research the possibility of a partnership to implement an introductory homebuilding program targeting Haines residents. IN PROGRESS**
- 3) **Provide an analysis of the current state of Haines energy costs, dependence, any energy cost differences between Haines and Skagway served by AP&T, including an analysis of the amount of time residents are paying for fossil fuel energy vs hydroelectric energy in the last five years. IN PROGRESS**
- 4) Evaluate the effectiveness of the revolving loan fund administered on the Borough's behalf by the Juneau Economic Development Corporation. Provide an advisory regarding the fund's future. COMPLETED.

Any changes in the deliverables will require prior approval by the Haines Borough Manager.

Grant Fund Award Distribution:

The grant funds will be allocated upon the signing of this MOA.

Grant Fund Management & Controls:

HEDC agrees to maintain accounting and management systems that provide reasonable safeguards and reporting reliability.

Activity Reports:

Within 90 days of receipt of the grant funds, HEDC will make a report on the schedule and progress of the deliverables stated in the MOA.

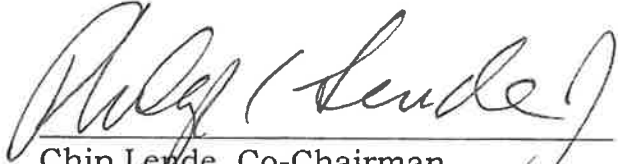
Within 60 days of the end of the fiscal year (June 30, 2024) HEDC will provide an accounting of the disbursement or obligation funded with the grant funds.

No Lobbying:


No part of any funds paid under this grant shall be used for the purpose of any lobbying activities before the U.S. Senate, the U.S. House, the Alaska State Legislature, or the Haines Borough Assembly.

Public Records:

HEDC acknowledges and understands that the Borough is subject to HBC 2.64.040 (Disclosure of Records) and to the Alaska Public Records Act (AS 40.25.120) and that all documents received, owned, or controlled by the Borough in relation to this MOA must be made available for the public to inspect upon request, unless an exception applies.


  
Chip Lende, Co-Chairman  
Haines Economic Development Corp.

7/24/23  
Date


  
Annette Kreitzer, Manager  
Haines Borough

7/24/23  
Date

ATTEST:

  
Alekka Fullerton, Borough Clerk

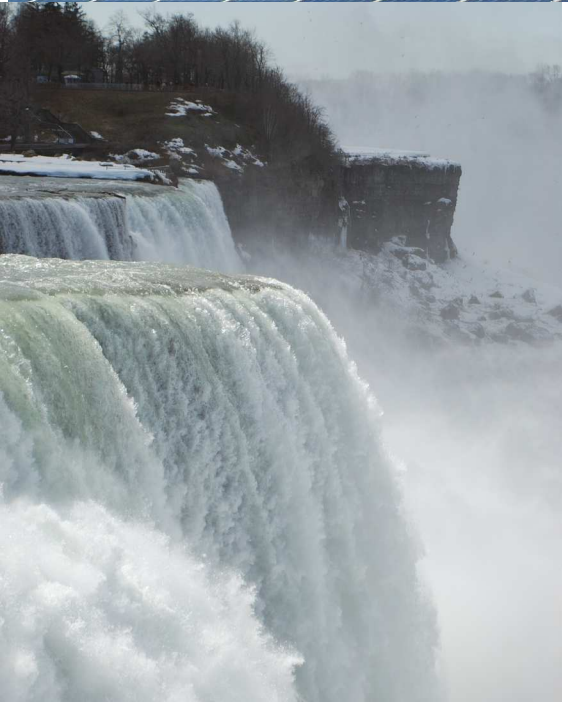




# 2023 Chilkat Valley Energy Outlook



An energy analysis of  
our current usage and  
future considerations.



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# Introduction

The Chilkat Valley is one of the five rural Southeast Alaska communities served by Inside Passage Electric Cooperative (IPEC), a non-profit, consumer owned electric utility. IPEC purchases power from Alaska Power Company (APC), a privately owned electric utility that operates diesel generators and hydroelectric plants in the region.

APC provides electric generation, transmission, and distribution services in twenty-nine communities and villages, which includes less than 8,300 electric customers spread across more than 1,100 miles in Alaska. APC's parent company is AP&T. AP&T is the parent company for a variety of subsidiary companies engaged in regulated, non-regulated, and development-phase electrical power and telecommunication services. Power sector subsidiaries currently owned and operated by AP&T include: Alaska Power Company ("APC"); Goat Lake Hydro, Inc. ("GLH"); and BBL Hydro, Inc. Additionally, AP&T is the 50% owner of Haida Energy Inc. ("HEI"), a hydroelectric based power producer for the Prince of Wales service area. AP&T is also the 50% owner of Ketchikan Electric Company ("KEC").

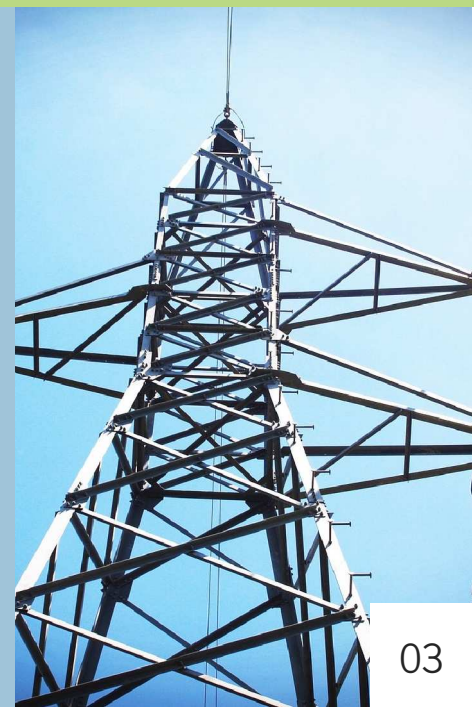
The Chilkat Valley receives its energy from Inside Passage Electric Cooperative ("IPEC") in Rate Group 1 (Skagway and Haines).

Rate Group 1 includes 2,858 customers within the communities of Skagway, Haines, Dyea, and Lutak. In Rate Group 1, APC resells energy supplied by GLH, and generates power using APC's Dewey Lakes and Lutak hydropower projects, plus APC-owned diesel generators (1, Rice)

## Hydroelectric Generation

The main source of power provided by APC for the Chilkat Valley is the Skagway hydroelectric project, which consists of two dams and two powerhouses on the Taiya River. These are the 4MW Goat Lake hydropower project and the 3MW Kasidaya Creek hydropower project. GLH also owns an 18-mile submarine power cable system interconnecting the communities of Haines and Skagway. APC-owned hydro and diesel generation facilities provide any additional power required in this service area.

As the town's energy needs potentially expands and evolves, a variety of considerations must be considered for the future.



# Power Generation Breakdown

The Skagway Hydroelectric project has a capacity of 8.5 megawatts and provides renewable energy to Skagway, Haines, and Klukwan. However, the hydroelectric output varies depending on the water levels and seasonal demand. When the hydro power is insufficient, APC supplements it with diesel generation from its Haines plant, which has a capacity of 4.5 megawatts. Currently, the plant showcases a 90% hydropower output, supplemented by 10% diesel, an increase from 2013 data (2, Custer)

**4MW**  
Goat Lake hydropower project

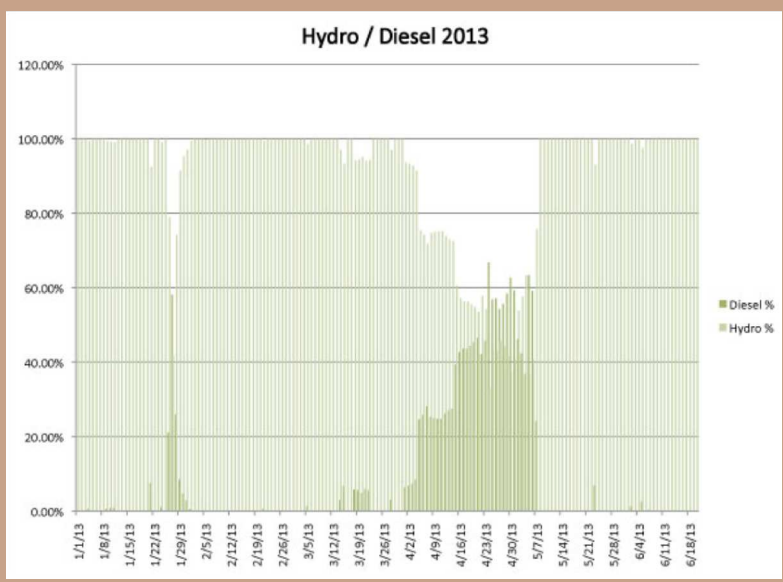
**3MW**  
Kasidaya Creek Hyropower project

**90%**  
Average Hyropower

## Energy Use Trends

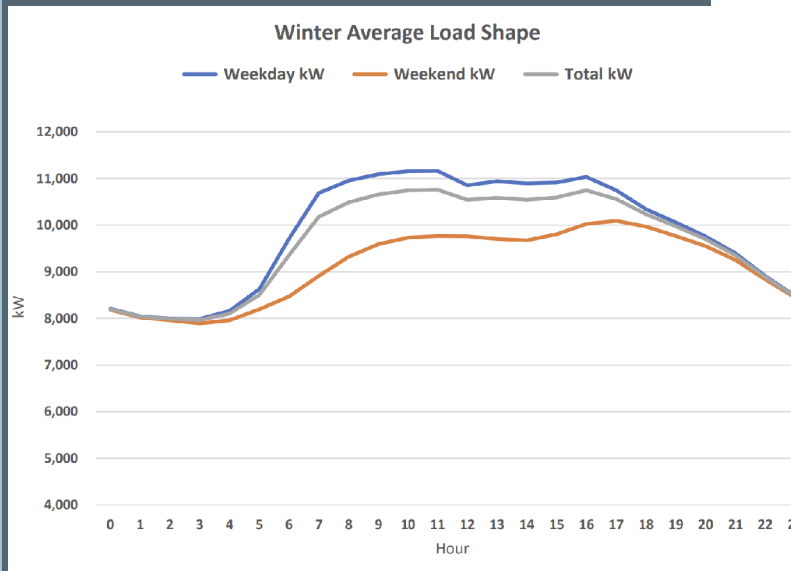
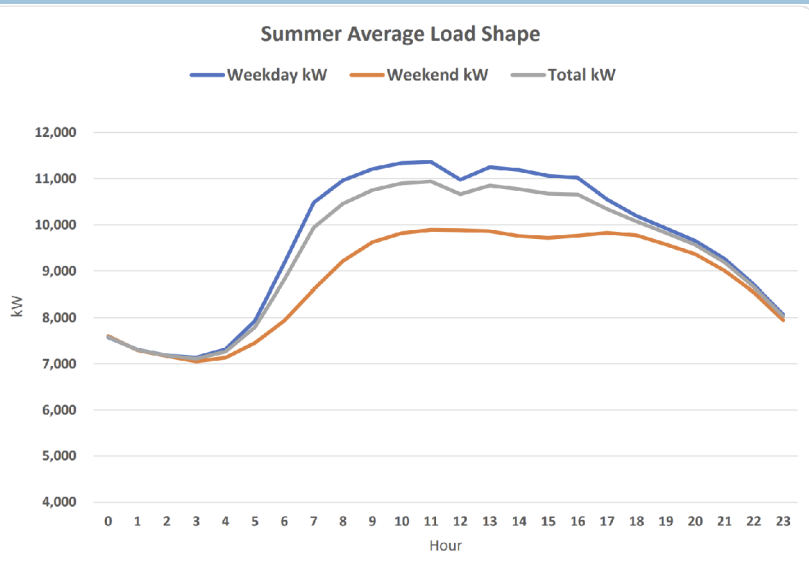
The energy usage trend in Haines is influenced by several factors, such as the availability of hydroelectric power, the demand for electricity, and the weather conditions. Based on the information from EIA (US Energy Information Administration), here are some observations on trends:

- 1) The percentage of hydroelectric power used to generate electricity for Haines varies throughout the year, depending on the water levels in the Taiya River and the seasonal demand. Generally, hydro power is higher in the summer and lower in the winter, when diesel generators are used to supplement the power supply (2).
- 2) The total electricity consumption in Haines also fluctuates seasonally, with higher peaks in the winter and lower valleys in the summer. This is likely due to the colder temperatures and longer nights in the winter, which increase the need for heating and lighting (3, EIA)



Hydro/Diesel 2013 (Haines, 4)

## Summer vs. Winter Load Shapes



(Tomczyk,5)

# Diesel Usage and Cost

During times of low hydroelectric output, power is supplemented by diesel generators using John Deere engines for 0-500kW range and Caterpillar engines for the 250kW-2000kW range. The cost of diesel-based generation can vary significantly from year to year, subject to a wide range of market volatility and geopolitical factors and influences. Energy costs and consumer energy bills reflect these factors. Diesel-based generation necessitates storage, transport, and transfer of very large amounts of fuel. Safe, reliable fuel storage facilities represent an additional cost. The transport, transfer, and storage of fuel also carries an ever-present risk of fuel spills due to human error. Fuel-related costs are passed through to APC's customers via COPA charges.

Power to the Chilkat Valley is, on average, 10% Diesel generated. The cost of diesel represents a large cost to APC.

In the case of small, micro-grid utility systems, development of intermittent renewables via DG projects does not allow the utility to retire diesel plant capacity, as this capacity is still required to meet electrical needs when intermittent renewables are not available (Custer, 6).

**\$4,909,914**

COS (Cost of Sale) of diesel in 2022 by APC. (7, Tomczyk)

According to the U.S. Energy Information Administration, the average retail price of diesel in Alaska was \$4.56 per gallon in September 2023, which is \$1.94 higher than the national average of \$2.62 per gallon. The diesel price in Alaska has increased by \$1.88 per gallon since September 2020, when it was \$2.68 per gallon. The highest diesel price in Alaska in the last 3 years was \$5.12 per gallon in April 2022, and the lowest was \$2.31 per gallon in December 2015 (7, EIA).

There is a higher cost of transporting and distributing fuel in Alaska, which effects the prices of power generation in the Chilkat Valley.

APC generally uses John Deere engines for 0-500kW range and Caterpillar engines for the 250kW-2000kW range.



**\$5.12**

Highest Diesel Price in  
Alaska  
September 2020



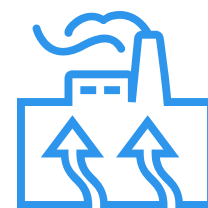
**\$2.31**

Lowest Diesel Price in  
Alaska  
December 2015

## What is Rate Decoupling, and how can it help prices in the Chilkat Valley?

Rate decoupling is a regulatory tool that separates a utility's revenues from its sales of energy, such as diesel. This means that the utility does not earn more money by selling more energy, or lose money by selling less energy. Instead, the utility's revenue is based on a target amount that is approved by the regulator, and the rates are adjusted periodically to match the actual sales with the target revenue. The purpose of rate decoupling is to remove the incentive for utilities to increase their sales of energy, which may conflict with the goals of energy efficiency and conservation. By decoupling revenues from sales, utilities can support programs that help customers reduce their energy consumption, without harming their own financial interests (8, Energy.gov).

Currently, APC does not have the ability to use a rate decoupling mechanism to reduce the risks associated with increasing instances of EE/DG. In the current utility environment in which APC operates, decoupling energy charges from per kilowatt hour sales would remedy a variety of unique challenges and inequities which the utility and its ratepayers face. Decoupling better aligns APC's interests with that of its customers, creating a utility environment where DG and EE are no longer at financial odds with APC's sales volumes. The decoupling mechanisms APC proposed in a prior rate case could better attribute costs (9, Custer).



**10% of power  
in the Chilkat  
Valley is diesel  
generated.**



# Rural Community Considerations

Supplying power to rural communities comes at an increased cost and risk of business for utility companies, with the cost being passed on to the consumer. Power to rural Alaskan communities is supplied via separated micro-grids and do not produce the economies of scale needed to operate efficiently and at times require significant investment in infrastructure. Rural communities also have large demographic volatility, low population growth, boom and bust cycles, and fragile resource-based economies. Extreme climate lends itself to supply chain issues, higher transportation and logistical costs, and labor cost or shortages.

Alaska is a seasonal economy, with Skagway following suit. Populations in APC service areas tend to fluctuate widely due to seasonal nature of fishing and tourism industries, and the reliance on diesel-based generation greatly increase prices to its consumers.

Fluctuating prices have resulted in hampered economic progress in some regions, and especially in rural areas such as the remote villages of Alaska. The COVID-19 pandemic resulted in lower sales than in previous years.

Upper Lynn Canal's service area experienced considerable economic distress during the COVID-19 pandemic due to the cessation of cruise ship tourism traffic, which has slowly recovered through 2021 and 2022. Total generated energy in the region dipped during this period, decreasing 13.5% from 2019 to 2020, and gradually recovering until as of 2022 the usage has recovered to within 1% of 2019 consumption (10, Custer).

**67,048 Mwh**

sold in 2019

**64,408 Mwh**

sold in 2020

**69,769 Mwh**

sold in 2021

**73,692 Mwh**

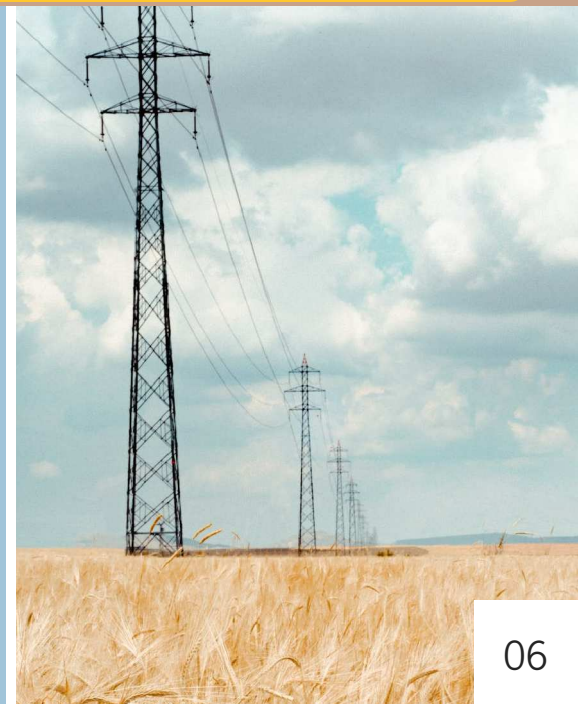
sold in 2022

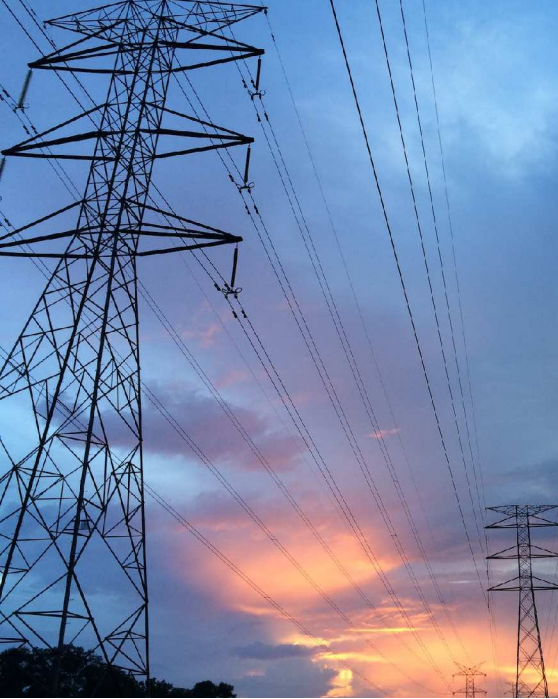
## Residential per household energy

The average home in the Haines Borough is 1,751 square feet and uses 237 million BTUs of energy annually, compared to the statewide average of 227 million BTUs per year. Using AKWarm estimates, the average annual energy cost for homes in the Haines Borough is \$5,739. This is approximately 1.4 times the statewide average and 2.5 times the national average. Efficiency of households:

Drafty Homes and Ventilation: Approximately 553 (54 percent) of occupied homes in the Haines Borough are drafty, exceeding seven air changes per hour at 50 Pascals (ACH50). The statewide average is 36 percent. In contrast, there are an estimated 543 occupied housing units (53 percent) in the Haines Borough that are relatively airtight and lack a continuous ventilation system. These homes are at higher risk of issues with moisture and indoor air quality.

(11, Alaska Housing Finance Corporation, Haines Housing Analysis 2017).





# Alaska's Energy Profile

The oil and natural gas industries are a key part of Alaska's energy-intensive economy, and the state ranks third in the nation with the highest amount of energy consumption per dollar of GDP.

Alaska has other substantial energy resources. Its recoverable coal reserves rank 13th among the states.<sup>13</sup> Alaska's many rivers offer some of the best hydroelectric power potential in the nation.<sup>14</sup> Large swaths of the Alaskan coastline have significant wind energy resources, and the state's many volcanic areas offer geothermal energy potential.<sup>15,16</sup> Alaska's total energy demand is among the lowest one-fourth of the states. (12, US Energy Information administration)

**2nd**

**With its harsh winters, energy-intensive oil and natural gas industries, and small population, the state's per capita total energy consumption is the second-highest in the nation, after Louisiana.**

**33%**

**Total renewable energy accounted for about 33% of Alaska's total electricity generation in 2022.**



## Power Cost Equalization (PCE)

The Power Cost Equalization program ("PCE") provides economic assistance to communities and residents of rural electric utilities, essentially buying down the cost of energy to rates similar to those in urban communities. APC's residential customers all rely upon the PCE program to help reduce the cost they must pay for the first 750 kWh of power consumed each month.

### Benefits of PCE to the Chilkat Valley:

The PCE program also supported community facilities in Haines, such as schools, health clinics, and public safety buildings. The PCE program reduced the community facility rate by 13.5 cents per kilowatt-hour, resulting in an average monthly savings of \$1,441 per facility. In total, the PCE program provided \$1.6 million in subsidies to Haines in 2021, benefiting 3,390 residents and 25 community facilities (13, AK Energy Authority).



**14.9**

Million kilowatt-hours consumed in Haines in 2021.

**\$38**

Monthly savings to households from PCE.

**\$1,441**

Monthly savings to facilities from PCE.



# Improvement of Energy Efficiency (EE)

As a small rural community, The Chilkat Valley can increase their energy efficiency by implementing a variety of measures that can reduce their energy consumption, lower energy costs, and improve quality of life. Some of the possible measures are:



## Efficient Lighting Design:

Use natural lighting whenever possible and design spaces to maximize daylight.  
Install motion sensors and timers for lighting in less frequently used areas.



## Building Insulation and Sealing:

Properly insulate walls, roofs, and floors to reduce heat loss in buildings.  
Seal gaps and cracks in windows, doors, and walls to prevent drafts and heat transfer.



## Energy-Efficient Transportation:

Opt for fuel-efficient vehicles or electric cars.  
Use public transportation, carpooling, biking, or walking whenever possible.



## Energy Audits and Monitoring:

Conduct regular energy audits to identify areas of improvement and prioritize energy-saving measures.  
Use energy monitoring systems to track energy consumption and identify anomalies.



## Develop biofuel infrastructure:

- Can help rural communities produce and use renewable fuels from local biomass resources, such as agricultural waste, wood chips, or algae.

By adopting a combination of these strategies, individuals, businesses, and communities can significantly reduce energy consumption and contribute to a more sustainable and environmentally friendly future. However, if energy efficiency efforts reduce sales to APC, this can result in increased electricity prices.

# Increased Energy Prices



In September 2023, APC filed a request to increase its energy rates by 25%, citing rising fuel costs and declining revenues due to COVID-19 pandemic. The proposed rate hike would affect all IPEC customers, including those in the Chilkat Valley. The Revenue Requirement Study and APC's prefiled testimony demonstrate a revenue requirement deficiency of \$3,655,594. Eliminating this deficiency would require a 24.68% increase in total revenue. The request is pending approval by the Regulatory Commission of Alaska, which is expected to make a decision by the end of the year. A 15% interim increase was approved, to begin on October 1st, 2023. This increase was opposed by the local communities, which already have a high-cost burden for electricity. If approved, the new rates would take effect in January 2024.

The current average monthly residential rate for IPEC customers is 23.7 cents per kilowatt-hour, which is already higher than the national average of 13.6 cents per kilowatt-hour. The proposed rate increase by APC would raise the average monthly residential rate for IPEC customers to 29.6 cents per kilowatt-hour, which is more than double the national average.

## Proposed New Energy Rates

Tariff Sheet	Rate Schedule	Service	Rate Group	Current Rate	Percentage Change	Adjusted Rate	Dollar Change
103.1	Security Light Service	Using Existing Poles - per month	ALL	\$ 5.46	24.68%	\$ 6.81	\$ 1.35
103.1		Using an Additional Pole - per month	ALL	9.88	24.68%	\$ 12.32	2.44
101	Special Services	Connection Fee - Single Phase	ALL	\$ 50.00	24.68%	\$ 62.34	\$ 12.34
101		Connection Fee - Three Phase	ALL	125.00	24.68%	\$ 155.85	30.85
101		Reconnection Charge - Normal Bus. Hrs.	ALL	50.00	24.68%	\$ 62.34	12.34
101		Reconnection Charge - Off Hours	ALL	100.00	24.68%	\$ 124.68	24.68
101		Meter Test Fee	ALL	50.00	24.68%	\$ 62.34	12.34
101		Authorized Breaking of Meter Seal	ALL	30.00	24.68%	\$ 37.40	7.40
101		Unauthorized Breaking of Meter Seal	ALL	200.00	24.68%	\$ 249.36	49.36
101		Field Charge	ALL	40.00	24.68%	\$ 49.87	9.87
101	Service Call-Out - Normal Bus. Hours	per hour per employee	ALL	75.00	24.68%	\$ 93.51	18.51
101	Service Call-Out - Off Hours	per hour per employee	ALL	100.00	24.68%	\$ 124.68	24.68
102		Dishonored Payment Fee	ALL	25.00	24.68%	\$ 31.17	6.17
101	NA	service - Three phase	All	\$ 125.00	15.00%	\$ 143.75	\$ 18.75
101	NA	Reconnection Charge - 8am - 4pm Monday-Friday, excluding Holidays	All	\$ 50.00	15.00%	\$ 57.50	\$ 7.50
101	NA	Reconnection Charge - All other hours and Saturdays, Sundays, and Holidays	All	\$ 100.00	15.00%	\$ 115.00	\$ 15.00
101	NA	Meter Test Fee - subject to refund under Section 9.11	All	\$ 50.00	15.00%	\$ 57.50	\$ 7.50
101	NA	Authorized Breaking of Meter Seal	All	\$ 30.00	15.00%	\$ 34.50	\$ 4.50
101	NA	Unauthorized Breaking of Meter Seal	All	\$ 200.00	15.00%	\$ 230.00	\$ 30.00
101	NA	requiring a special trip by a Company	All	\$ 40.00	15.00%	\$ 46.00	\$ 6.00
101	NA	Service Call-Out and Inspection Fee - during working hours - per hour per employee	All	\$ 75.00	15.00%	\$ 86.25	\$ 11.25
101	NA	After Working Hours, Saturdays, Sundays and Holidays, per hour per employee	All	\$ 100.00	15.00%	\$ 115.00	\$ 15.00
101	NA	After Working Hours, Saturdays, Sundays and Holidays, per hour per employee	All	\$ 100.00	15.00%	\$ 115.00	\$ 15.00
102	NA	Dishonored Payments	All	\$ 25.00		\$28.75	\$ 3.75
103.1	NA	Security Light Service - using existing poles - per month	All	\$ 5.46	15.00%	\$ 6.28	\$ 0.82
103.1	NA	Security Light Service - using an additional pole - per month	All	\$ 9.88	15.00%	\$ 11.36	\$ 1.48
105	A-1 Residential & Small Commercial	Energy Rate - per kWh	1	\$ 0.15	15.00%	\$ 0.17	\$ 0.02

- Ratepayers are protected through refunds if the final revenue requirement is less than the interim revenue requirement – There is little chance that APC's final revenue requirement will be lower than the requested interim revenue requirement, given the difference between the calculated rate deficiency of 24.68% and the requested interim increase of 15%. However, in the event this occurs, APC will make refunds to its affected customers, including interest at the statutory rate of 10.5%, thereby adequately protecting its customers.

### New Concept:

APC introduces optional Time of Use (TOU) rates. In simplest terms, TOU rates make electricity more expensive during peak hours and less expensive during hours of low demand. The TOU rates will apply from 7am-7pm. (14, Tomczyk).

# Resources

- [Alaska Electric Light and Power Company](#): Provides information about energy and conservation.
- [Renewable Energy Alaska Project](#): Provides information about energy efficiency, renewable energy projects and programs in Alaska, and identifies opportunities for action.
- [Alaska Energy Authority](#): Renewable energy resource maps, reports, programs, planning, and financing information. Oversees the Alaska Renewable Energy Grant Fund.
- [Alaska Energy Network](#): A public networking site for people interested in Alaska's energy matters to share information and connect with others, and to ask experts energy-related questions.
- [Alaska Center for Energy and Power \(ACEP\)](#): University of Alaska research center for applied research to lower energy costs and develop economic opportunities throughout Alaska.
- [Alaska Wood Energy Development Task Group \(AWEDTG\)](#): is a coalition of federal and state agencies and not-for-profit organizations that explore opportunities to increase the utilization of wood for energy and biofuels production in Alaska.
- [ACEP publication database](#): ACEP searchable database of energy research, including papers, presentations and reports.
- [Alaska Energy Wiki](#): Hosted by ACEP, the site provides information on energy technologies, energy opportunities, and energy projects in Alaska.
- [Alaska Energy Efficiency Partnership](#): Provides useful information for homeowners, building owners, professionals and students about ways to be more energy efficient.
- [Cold Climate Housing Research Center \(CCHRC\)](#): Research and development of cold-climate building techniques and technologies, including energy efficiency and micro-generation renewable energy technology.
- [Alaska Energy Authority \(AEA\) Commercial Building Energy Audit Program](#): Offers financial incentives and technical assistance to businesses for conducting energy audits to identify efficiency improvements.
- [USDA Rural Energy for America Program \(REAP\)](#): Provides grants and loans to rural businesses for energy efficiency improvements, renewable energy projects, and energy-efficient equipment upgrades.
- [Alaska Industrial Development and Export Authority \(AIDEA\) Energy Efficiency Revolving Loan Fund](#): Offers low-interest loans to businesses for energy efficiency upgrades and renewable energy projects.
- [Alaska Energy Efficiency Revolving Loan Fund](#): Provides loans to Alaska-based businesses for energy efficiency improvements in areas such as lighting, heating, and cooling systems.
- [Alaska State Small Business Energy Efficiency Grant Program](#): Offers grants to small businesses for implementing energy efficiency measures that lead to operational cost savings.
- [Alaska Department of Commerce, Community, and Economic Development \(DCCED\) Commercial Building Energy Audit and Retrofit Program](#): Provides funding to businesses for energy audits and subsequent retrofit projects.

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15. Tomczyk, Laurie. PREFILED DIRECT TESTIMONY OF LAURIE A. TOMCZYK August 14, 2023 Docket No. U-23-\_\_\_ Page 3 of 41. Exhibit LAT-3, Page 45 of 62.



# HAINES BOROUGH, ALASKA

P.O. BOX 1209

HAINES, AK 99827

(907) 766-6400 \* FAX (907) 766-2716

# 8B

**TO:** Haines Borough Assembly  
**Cc:** Tom Morphet, Mayor  
Annette Kreitzer, Manager  
Jila Stuart, Chief Fiscal Officer

**FROM:** Michael Dahle  
Haines Borough Assessor

**RE:** Final 2023 Real Property Assessment Values

## Haines Borough 2023 Certified Tax Roll

DISTRICT	Values	CP Exemptions	Snr & Vet Exemptions	Taxable
<b>BOROUGH (without services)</b>	\$36,424,402		(\$970,000)	\$35,454,402
*Boro.DaltonTrail RMSA	\$1,225,300		\$0	\$1,225,300
*Boro.Chil Lk.Dalt+SubRMSA	\$7,508,100		(\$388,100)	\$7,120,000
<b>TOWNSITE</b>	\$287,818,418	(\$4,206,540)	(\$26,922,120)	\$256,689,758
<b>F.D.#1</b>	\$67,863,363		(\$6,198,700)	\$61,664,663
*F.D.#1 Letnikof RMSA	\$13,511,400		(\$900,000)	\$12,611,400
*F.D.#1 Mud Bay F.D.less 25%	\$228,100		(\$150,000)	\$78,100
<b>F.D.#3 (without RMSA service)</b>	\$44,068,800		(\$4,442,500)	\$39,626,300
*F.D.#3 DaltonTrail RMSA	\$5,206,600		(\$277,200)	\$4,929,400
*F.D.#3 EagVista&Dalton RMSA	\$3,462,200		(\$300,000)	\$3,162,200
*F.D.#3 Riverview RMSA	\$2,771,600		(\$272,800)	\$2,498,800
<b>TOTAL BOROUGH</b>	<b>\$470,088,283</b>	<b>(\$4,206,540)</b>	<b>(\$40,821,420)</b>	<b>\$425,060,323</b>

I, Michael Dahle, duly appointed and acting assessor of the Haines Borough, do hereby certify as follows:

*The values listed in the above chart reflect the 2023 Real Property Assessment Roll for the Haines Borough. To the best of my knowledge and ability it is the complete, true and accurate roll of all taxable real property declared from within the Corporate Limits of the Haines Borough.*

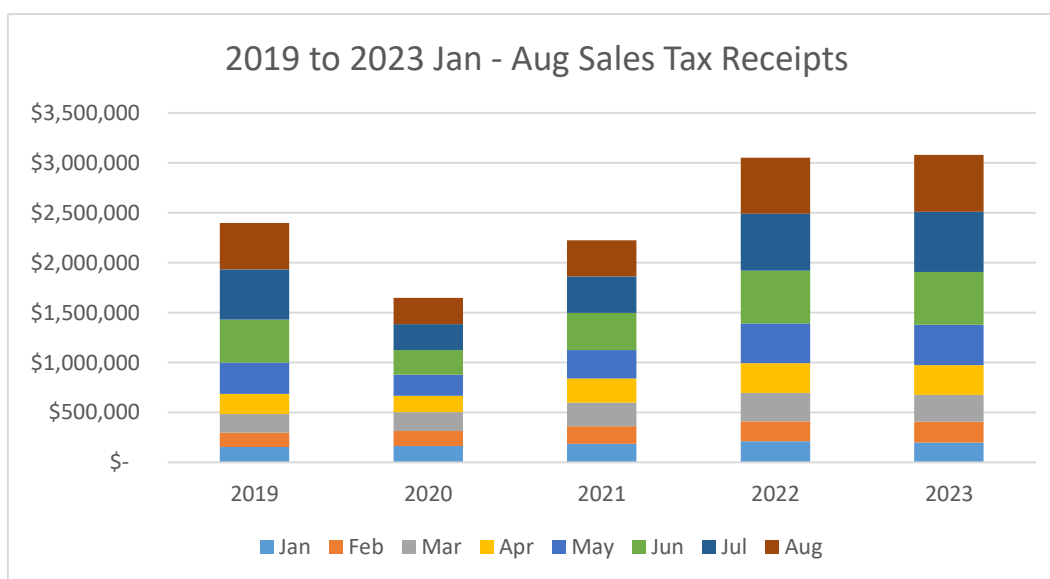
Witness my hand and official seal of the Haines Borough this 31st day of October, 2023.

Michael Dahle  
Haines Borough Assessor



## HAINES BOROUGH 2019-2023 Sales Tax Comparison Tax Return Period End Date January - August

	2019	2020	2021	2022	2023
<b>Jan</b>	\$ 153,450	\$ 162,429	\$ 186,014	\$ 213,143	\$ 200,077
<b>Feb</b>	144,525	151,576	176,654	197,104	206,066
<b>Mar</b>	185,802	189,153	236,301	286,227	270,538
<b>Apr</b>	202,853	165,155	242,350	296,185	297,729
<b>May</b>	314,481	211,468	283,913	398,389	403,955
<b>Jun</b>	428,154	245,201	373,169	528,032	528,953
<b>Jul</b>	503,307	261,192	365,381	571,759	603,884
<b>Aug</b>	466,640	262,247	361,640	561,240	569,906
	\$ 2,399,212	\$ 1,648,420	\$ 2,225,422	\$ 3,052,080	\$ 3,081,107





Haines Borough  
Planning Commission Meeting  
August 10, 2023  
MINUTES

9A

Approved

**1. CALL TO ORDER/PLEDGE TO THE FLAG/ROLL CALL:** Chair **Ferrin** called the meeting to order at 6:30 pm in the assembly chambers and on zoom, and led the pledge to the flag.

**Present:** Zack **Ferrin**/Chair, Diana **Lapham**/Vice Chair, Don **Turner Jr.**, Justin **Mitman**, Richard **Clement**, Travis **Eckhoff**, and Scott **Hansen**.

**Staff Present:** Annette **Kreitzer**/Borough Manager, Kiersten **Long**/Deputy Clerk, and Andrew **Conrad**/Planner.

**Visitors Present:** Gershon **Cohen**, Lee **Zion**, Kevin **Hannon**, Roger **Schnabel**, Marilyn **Taylor** and others.

**2. APPROVAL OF AGENDA & CONSENT AGENDA:** The following Items were on the published consent agenda indicated by an asterisk (\*)

3 – Approve Minutes from 7-13-23 Regular Planning Commission Meeting

**Motion: Lapham** moved to “remove item 12D3” and the motion carried unanimously.

*\*\*Clerk’s note: 12D3 - applicants withdrew their application\**

**Motion: Lapham** moved to “approve the amended agenda and the consent agenda” and the motion carried unanimously.

**\*3. APPROVAL OF MINUTES:**

*Note: The Minutes were approved by approval of the consent agenda: “Approve minutes from 7-13-23 Regular Planning Commission Meeting.”*

**4. PUBLIC COMMENTS:**

**Cohen** – Haines Borough Code Title 18 has inconsistencies, after the fact permitting

**5. CHAIRMANS REPORT: None**

**6. ASSEMBLY LIAISON REPORT: None**

**7. SUBCOMMITTEE REPORTS: Mitman** reported on the Waterfront Aesthetic committee on Front Street --the islands of interest (landscaping) have been put in.

**8. COMMISSION COMMENTS: None**

**9. STAFF REPORT:**

**10. PUBLIC HEARINGS:**

**A. Conditional Use Permit 23-59 Vacation Rental – Kevin Hannon  
– C-PTC-0S-1100 – Single Residential Zone.**

Commissioners discussed HBC 18.50.040(A) 1-8 Conditional Use Criteria for CUP 23-59

**1) The use is so located on the site as to avoid undue noise and other nuisances and dangers;**

After discussion, the commission unanimously adopted the Manager’s recommendation for criteria #1 since the house is in a residential area and the applicant’s neighbors will monitor the house while the applicant is out of town.

**2) The development of the use is such that the value of the adjoining property will not be significantly impaired;**

After discussion, the commission unanimously adopted the Manager’s recommendation for criteria #2 since there is no change to the existing structure and according to the applicant the occupancy will be limited.

**Item 10A Hannon Conditional Use Permit 23-59 Vacation Rental (continued)**

**3) The size and scale of the use is such that existing public services and facilities are adequate to serve the proposed use;**

After discussion, the commission unanimously adopted the Manager's recommendation for criteria #3 since water is located within 200 feet of the house, by Borough code, the applicant must connect to municipal water. This will not change the adequacy of the public services.

**4) The specific development scheme of the use is consistent and in harmony with the comprehensive plan and surrounding land uses;**

After discussion, the commission unanimously adopted the Manager's recommendation for criteria #4 since the property will be monitored by neighbors and a vacation rental is seasonal.

**5) The granting of the conditional use will not be harmful to the public safety, health or welfare;**

After discussion, the commission unanimously adopted the Manager's recommendation for criteria #5 since the rental will be monitored and used periodically. Public safety, health and welfare will be enhanced by occupation and the addition of public water.

**6) The use will not significantly cause erosion, ground or surface water contamination or significant adverse alteration of fish habitat on any parcel adjacent to state – identified anadromous streams;**

After discussion, the commission unanimously adopted the Manager's recommendation for criteria #6 since there will be no additional development and minimal outdoor water use. Connecting to municipal water service will strengthen this criteria.

**7) The use will comply with all required condition and specifications if located where proposed and developed, and operated according to the plan as submitted and approved.**

After discussion, the commission unanimously adopted the Manager's recommendation for criteria #7 since there is no change to the existing use and structures.

**8) Comments received from property owners impacted by the proposed development have been considered and given their due weight;**

After discussion, the commission unanimously adopted the Manager's recommendation for criteria #8 since there were no comments received from the public with respect to this Conditional Use Permit.

**Motion: LAPHAM** moved to "approve conditional use permit 23-59 Vacation rental with the manager's conditions" and the motion carried unanimously.

**B. Conditional Use Permit 23-55 Multiple Single Family Residences  
Highland's Estates Inc. – C-USS-A2-2716  
Multiple Residential Zone**

Commissioners discussed HBC 18.50.040(A) 1-8 Conditional Use Criteria for CUP 23-59

**1) The use is so located on the site as to avoid undue noise and other nuisances and dangers;**

After discussion, the commission unanimously adopted the Manager's recommendation for criteria #1 since this is consistent with the approved plat and with the adjoining uses. The property is currently isolated by a large buffer.

**Item 10B Highland's Estates Inc. - Conditional Use Permit 23-55 Multiple Single Family Residences (continued)**

- 2) The development of the use is such that the value of the adjoining property will not be significantly impaired;**  
After discussion, the commission unanimously agreed with the Manager's recommendation for criteria #2 since the development of the property will likely increase the value of neighboring properties.
- 3) The size and scale of the use is such that existing public services and facilities are adequate to serve the proposed use;**  
After discussion, the commission unanimously agreed with the Manager's recommendation for criteria #3 since the development has been previously approved by the planning commission and the applicant has agreed to follow borough standards. This development will not increase utility demands beyond capacity.
- 4) The specific development scheme of the use is consistent and in harmony with the comprehensive plan and surrounding land uses;**  
After discussion, the commission unanimously agreed with the Manager's recommendation for criteria #4 since this development will help ease the housing shortage in the community, which is consistent with the comprehensive plan.
- 5) The granting of the conditional use will not be harmful to the public safety, health or welfare;**  
After discussion, the commission unanimously agreed with the Manager's recommendation for criteria #5 since new housing will improve the public health and welfare.
- 6) The use will not significantly cause erosion, ground or surface water contamination or significant adverse alteration of fish habitat on any parcel adjacent to state – identified anadromous streams;**  
After discussion, the commission unanimously agreed with the Manager's recommendation for criteria #6 since there are no streams around the development site and there is no significant dirt work needed.
- 7) The use will comply with all required conditions and specifications if located where proposed and developed, and operated according to the plan as submitted and approved.**  
After discussion, the commission unanimously agreed with the Manager's recommendation for criteria #7 since the applicant is adhering to the plan submitted and has agreed to follow code.
- 8) Comments received from property owners impacted by the proposed development have been considered and given their due weight;**  
After discussion, the commission unanimously agreed with the Manager's recommendation for criteria #8 since there hasn't been any comments received from the public regarding this Conditional Use Permit, although **Taylor** asked a clarifying question.

**Motion: Lapham** moved to approve "conditional use permit 23-55 multiple single family residences with all the manager's conditions" and the motion carried unanimously

**11. UNFINISHED BUSINESS:** None

**12. NEW BUSINESS:**

- A. Zone Review - None**
- B. Haines borough Code Amendments - None**
- C. Project Updates - None**
- D. Other New Business**

- 1. Platting Permit 23-51 Lot Line Adjustment – Highland’s Estates Inc. – C-HLR-00-0200 & C-COV-00-0100 – Waterfront Zone**

**Motion:** Lapham moved to “approve platting permit 23-51 platting permit”

**Primary amendment:** Lapham moved to “add approve application with the manager’s conditions”

And the motion, as amended, to “approve platting permit 23-51 with the manager’s conditions” carried unanimously.

- 2. Variance Permit 22-37 Vertical Alignment – Highland’s Estates Inc. – C-USS-A2-2716 – Multiple Residential Zone.**

HBC 12.08.110(A) Unless granted by a variance by the planning commission, roads shall be constructed in a manner such that grades shall not exceed 10 percent and crossroads within 20 feet of a through-road intersection shall not exceed four percent grade.

**Motion:** Eckhoff moved to “suspend Robert’s rules so the commission could have a more free flowing conversation with the applicant” and the motion carried unanimously.

**Motion:** Turner moved to “deny variance permit 22-37” and the motion FAILED 4-3 with Turner, Clement, and Mitman in support.

**Motion:** Lapham moved to “approved variance permit 22-38 with the grade of 12 percent and room for a landing on Martin Ave”

**Primary Amendment:** Turner moved to specify that “the landing size will be coherent with Borough code 12.08.110 with four percent grade within 20 feet of the intersection” and the amendment carried unanimously.

The main motion, as amended, to “accept variance permit 22-38 with the grade of 12 percent and specifying a landing size coherent with Borough Code Section 12.08.110 with four percent grade within 20 feet of the intersection on Martin Avenue” carried 6-1 with Clement opposed.

**13. PUBLIC COMMENTS:**

**R. Schnabel** – thanked the planning commission

**14. ANNOUNCEMENTS / COMMISSION COMMENTS:**

**CLEMENT** – variances shouldn’t be used for a poor design

**15. CORRESPONDENCE:** None

**16. SET MEETING DATE: 9/14/23 at 6:30 in the Assembly Chambers and on Zoom**

**17. ADJOURNMENT: 8:45 p.m.**



**Agenda Bill No.:** 23-1322

**Assembly Meeting Date:** 11/14/23

Business Item Description:	Attachments:
Subject: Changes to the PSC	1. Ordinance 23-09-656 with GASC recommendations 2. Ordinance 23-09-656 as introduced
Originator: GAS	
Originating Department: Assembly	
Date Submitted: 10/19/23	

Full Title/Motion:
Motion: Adopt Ordinance 23-09-656 with GASC recommended changes

Administrative Recommendation:
The Manager recommends the adoption of the Ordinance with the GASC recommended changes.

Fiscal Impact:			
Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$	\$	\$	

Comprehensive Plan Consistency Review:	
Comp Plan Goals/Objectives:	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Summary Statement:
<p>The GAS committee undertook a review of all Haines Borough boards and commissions. The Public Safety Commission had not met in several years and requested changes to their own board. after extensive discussions, both within the GAS committee structure, and assembly meetings, the revised ordinance appears to be ready for adoption.</p> <p>The attached Ordinance labeled "GASC Recommendation" includes the GASC recommendations in highlighted text.</p>

Referral:	
Referred to: Government Affairs and Services Cmte	Referral Date: 10/24/23
Recommendation: Changes to Ordinance	Meeting Date: 11/7/23

Assembly Action:	
Meeting Date(s): 11/14/23	Public Hearing Date(s): Postponed to Date:

**An Ordinance of the Haines Borough Assembly Amending Haines  
Borough Code Title 2, Section 2.50 Public Safety Commission**

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

Section 1. Classification. This ordinance is of a general and permanent nature and the adopted amendment shall become a part of the Haines Borough Code.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Effective Date. This ordinance is effective upon adoption.

Section 4. Amendment of Section 2.50. Section 2.50 shall be amended as follows:

NOTE: **Bolded/UNDERLINED** ITEMS ARE TO BE ADDED  
~~STRIKETHROUGH~~ ITEMS ARE DELETED

Chapter 2.50

Public Safety ~~Commission~~ **Advisory Board**

Sections:

- 2.50.010 Composition.**
- 2.50.020 Organization.**
- 2.50.030 Vacancies – Filling vacancies.**
- 2.50.040 Duties and responsibilities.**

**2.50.010 Composition.**

The ~~commission~~ **advisory board** shall consist of five members who shall serve staggered terms of three years. ~~Commission~~ **advisory Board** members shall not receive compensation for services rendered. The police chief and the fire chief shall be ex officio members of the ~~commission~~ **advisory board**. Any resident 21 years or older may serve except one employed by the Haines police department within the past two years or one convicted of a felony.

**2.50.020 Organization.**

A. The ~~commission~~ **advisory board** shall elect a chairperson, a vice-chairperson, and a secretary who shall hold their offices for one year but may be re-elected to the same or other positions.

B. The ~~commission~~ **advisory board** shall initially operate under the provisions of Robert's Rules of Order but may develop bylaws to reflect unique characteristics of their purpose.

C. **A calendar of meetings shall be set by the** ~~Commission~~ **advisory board** ~~meetings shall be held at least once every calendar quarter but may occur more often if a quorum so desires.~~ Once approved by the **advisory board** ~~commission~~, a copy of the ~~commission~~ **advisory board** meeting minutes shall be delivered to the borough clerk for inclusion in the assembly's next meeting packets.

### **2.50.030 Vacancies – Filling vacancies.**

A member's position on the ~~commission~~ **advisory board** shall be deemed vacated if the member fails to attend three consecutive meetings without being excused by the ~~commission~~ **advisory board**. All appointments to the ~~commission~~ **advisory board** shall be made according to the provisions of HBC 2.60.055.

### **2.50.040 Duties and responsibilities.**

~~The public safety commission shall:~~

~~A. Promote positive public relations with police, fire and emergency medical departments.~~

~~B. Review police reports to detect trends evident in Haines as portrayed through police statistics and advise the borough assembly on programs addressing these data-based needs.~~

~~C. Conduct public hearings, surveys, or ceremonies as requested.~~

~~D. Advise the borough assembly with respect to the organizational structure and policies of the police, fire and emergency medical departments.~~

A. The purpose of the Public Safety Advisory Board is to advise the Assembly on **matters relating to function and performance policies and programs** of the police, dispatch, fire and emergency medical service departments as their activities impact or interface with the public. The recommendations made to the Assembly shall be based primarily on **an analysis of** data developed by departments in the course of work, and on information verified through public hearings or surveys. **Citizens may suggest to the Advisory Board topics of community interest.**

**B. The public safety advisory board shall review, investigate and make recommendations on any matter referred by the borough assembly or manager. The board may also, at the request and discretion of the fire chief or chief of police, be advisory to them in their duties and responsibilities.**

E. **C.** When the position of chief of police is or is about to become vacant and has been properly advertised, review all applications received. The public safety ~~commission~~ **advisory board** shall make a recommendation for hire to the manager. The manager shall, after reviewing all applications, and considering the ~~commission~~ **advisory board**'s recommendation, make his or her hiring decision subject to confirmation by the borough assembly.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS \_\_\_  
DAY OF \_\_\_\_\_, 2023.

ATTEST:

\_\_\_\_\_  
Thomas C. Morphet, Mayor

\_\_\_\_\_  
Aleka Fullerton, MMC, Borough Clerk



**An Ordinance of the Haines Borough Assembly Amending Haines  
Borough Code Title 2, Section 2.50 Public Safety Commission**

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

Section 1. Classification. This ordinance is of a general and permanent nature and the adopted amendment shall become a part of the Haines Borough Code.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Effective Date. This ordinance is effective upon adoption.

Section 4. Amendment of Section 2.50. Section 2.50 shall be amended as follows:

NOTE: **Bolded/UNDERLINED** ITEMS ARE TO BE ADDED  
~~STRIKETHROUGH~~ ITEMS ARE DELETED

Chapter 2.50

Public Safety ~~Commission~~ **Advisory Board**

Sections:

- 2.50.010 Composition.**
- 2.50.020 Organization.**
- 2.50.030 Vacancies – Filling vacancies.**
- 2.50.040 Duties and responsibilities.**

**2.50.010 Composition.**

The ~~commission~~ **advisory board** shall consist of five members who shall serve staggered terms of three years. ~~Commission~~ **advisory Board** members shall not receive compensation for services rendered. The police chief and the fire chief shall be ex officio members of the ~~commission~~ **advisory board**. Any resident 21 years or older may serve except one employed by the Haines police department within the past two years or one convicted of a felony.

**2.50.020 Organization.**

A. The ~~commission~~ **advisory board** shall elect a chairperson, a vice-chairperson, and a secretary who shall hold their offices for one year but may be re-elected to the same or other positions.

B. The ~~commission~~ **advisory board** shall initially operate under the provisions of Robert's Rules of Order but may develop bylaws to reflect unique characteristics of their purpose.

C. ~~Commission~~ **advisory board** meetings shall be held at least once every calendar quarter but may occur more often if a quorum so desires. Once approved by the advisory board ~~commission~~, a copy of the ~~commission~~ **advisory board** meeting minutes shall be delivered to the borough clerk for inclusion in the assembly's next meeting packets.

### **2.50.030 Vacancies – Filling vacancies.**

A member's position on the ~~commission~~ **advisory board** shall be deemed vacated if the member fails to attend three consecutive meetings without being excused by the ~~commission~~ **advisory board**. All appointments to the ~~commission~~ **advisory board** shall be made according to the provisions of HBC 2.60.055.

### **2.50.040 Duties and responsibilities.**

~~The public safety commission shall:~~

~~A. Promote positive public relations with police, fire and emergency medical departments.~~

~~B. Review police reports to detect trends evident in Haines as portrayed through police statistics and advise the borough assembly on programs addressing these data-based needs.~~

~~C. Conduct public hearings, surveys, or ceremonies as requested.~~

~~D. Advise the borough assembly with respect to the organizational structure and policies of the police, fire and emergency medical departments.~~

A. The purpose of the Public Safety Advisory Board is to advise the Assembly on matters relating to function and performance of the police, dispatch, fire and emergency medical service departments as their activities impact or interface with the public. The recommendations made to the Assembly shall be based primarily on an analysis of data developed by departments in the course of work, and on information verified through public hearings or surveys.

E. **B.** When the position of chief of police is or is about to become vacant and has been properly advertised, review all applications received. The public safety ~~commission~~ **advisory board** shall make a recommendation for hire to the manager. The manager shall, after reviewing all applications, and considering the ~~commission~~ **advisory board's** recommendation, make his or her hiring decision subject to confirmation by the borough assembly.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS \_\_\_  
DAY OF \_\_\_\_\_, 2023.

ATTEST:

\_\_\_\_\_  
Tom Morphet, Mayor

\_\_\_\_\_  
Aleka Fullerton, MMC, Borough Clerk



# 11A1

**Haines Borough  
Assembly Agenda Bill**

**Agenda Bill No.:** 23-1330  
**Assembly Meeting Date:** 11/14/23

Business Item Description:	Attachments:
Subject: Correct Manifest Clerical Error and Authorize Amended 2022 and 2023 Property Tax rolls	1. Resolution 23-11-1071
Originator: Assessor	
Originating Department: Lands Department	
Date Submitted: 11/9/23	

**Full Title/Motion:**  
 Motion: Adopt Resolution 23-11-1071

**Administrative Recommendation:**

**Fiscal Impact:**

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$	\$	\$	

**Comprehensive Plan Consistency Review:**  
 Comp Plan Goals/Objectives: \_\_\_\_\_  
 Consistent:  Yes  No

**Summary Statement:**  
 The Borough's property records for parcel C-COV-00-0100 going back to at least 2013 showed a parcel size of 0.617 acres. The owner of the parcel has provided a recorded plat which show the parcel size to be 0.386 acres. the assessed value for the parcel remained unchanged from 2013 through 2022 and was updated in 2023. The misstatement of the parcel size apparently resulted in an overpayment for the 2022 and 2023 tax years.  
 Pursuant to both Alaska State law and borough code, the assembly may correct manifest clerical errors. Resolution 23-11-1071 corrects such error and allows for the borough to amend the property tax bill for the affected parcel.

**Referral:**  
 Referred to: \_\_\_\_\_ Referral Date: \_\_\_\_\_  
 Recommendation: \_\_\_\_\_ Meeting Date: \_\_\_\_\_

**Assembly Action:**  
 Meeting Date(s): 11/14/23 Public Hearing Date(s): \_\_\_\_\_  
 Postponed to Date: \_\_\_\_\_

**A Resolution of the Haines Borough Assembly authorizing the correction of the 2022 and 2023 property assessment rolls and resulting tax bills for Real Property account, C-COV-00-0100, which apparently had an incorrect assessed value due to a manifest clerical error.**

**WHEREAS**, the Borough's property records for real property account C-COV-00-0100 going back at least to 2013 showed a parcel size of 0.617 acres; and

**WHEREAS**, the owner of record has provided a recorded plat which shows the parcel size to be 0.386 acres; and

**WHEREAS**, the Haines Borough Assessor assigned an assessed value for the parcel in 2013 of \$87,200 and that value is presumed to have been based on the 0.617 acre parcel size; and

**WHEREAS**, the 2013 assigned value of \$87,200 remained unchanged from 2013 through 2022 and was trended in 2023 to \$97,700; and

**WHEREAS**, assuming the 2022 and 2023 assessed values were based on a parcel size of 0.617 acres those values should be \$54,600 and \$61,100, respectively, assuming a parcel size of 0.386; and

**WHEREAS**, the 2022 and 2023 mill rates for real property account C-COV-00-0100 were 10.91 and 9.80, respectively; and

**WHEREAS**, the misstatement of the parcel size apparently resulted in an overpayment of tax in the amount of \$714.36 for the 2022 and 2023 tax years; and

**WHEREAS**, Haines Borough code 3.74.260(C) states "the Assembly may correct manifest clerical errors at any time"; and

**WHEREAS**, Haines Borough code 3.74.260(B) states "A claim for refund filed one year after the due date of the tax is forever barred.", and

**NOW, THEREFORE, BE IT RESOLVED** that the Haines Borough Assembly authorizes the refund of \$714.36 in tax including interest at eight percent per year for parcel **C-COV-00-0100**.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 14th day of November, 2023.

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Thomas C. Morphet, Mayor

Attest:

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Alekka Fullerton, MMC, Borough Clerk



# 11A2

Agenda Bill No.: 23-1324

Assembly Meeting Date: 11/14/23

Business Item Description:	Attachments:
Subject: Change Order for Beach Road Repairs contract with Glacier Construction, Inc. dba SERB	1. Resolution 23-11-1072 2. Change Order
Originator: Borough Clerk	
Originating Department: Public Facilities	
Date Submitted: 11/9/23	

Full Title/Motion:
Motion: Adopt Resolution 23-11-1072

Administrative Recommendation:

Fiscal Impact:			
Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ FEMA	\$ FEMA	\$ 0	\$0

Comprehensive Plan Consistency Review:	
Comp Plan Goals/Objectives:	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Summary Statement:
FEMA is paying for the repairs to Beach Road caused by the 2020 Strom Event. In order to compensate the contractor for work and to achieve permanent stabilization of the site due to differing site conditions in accordance with ADEC Construction General Permit additional funds are required. Normally a change order of less than \$25,000 does not require assembly approval, however, HBC 3.60.190 requires assembly approval for change orders in excess of 60 days.

Referral:	
Referred to:	Referral Date:
Recommendation:	Meeting Date:

Assembly Action:	
Meeting Date(s): 11/14/23	Public Hearing Date(s):
	Postponed to Date:

**A Resolution of the Haines Borough Assembly authorizing the Borough Manager to extend a the construction contract with Glacier Construction, Inc. dba Southeast Road Builders for the Beach Road Repairs Dec 2020 Storm Event 4585-DR-AK project by 273 days and increase the contract by an amount not to exceed \$6,243.52.**

**WHEREAS**, Extension of Contract Completion Date is to facilitate the completion of punch list items and achieve permanent stabilization of the site in accordance with the ADEC Construction General Permit; and

**WHEREAS**, the cost associated with the completion of the project will increase by \$6,243.52; and

**WHEREAS**, \$4,100.00 of the \$6,243.52 increase in cost is allotted to compensate Contractor for work to remove additional logs within the ROW or previously stacked on private property as directed by the Engineer via RFP #3; and

**WHEREAS**, \$2,143.52 of the \$6,243.52 increase in cost is allotted to compensate Contractor for work to armor the fore slope of the ditch, as directed by the Engineer via Field Order #5; this change addresses a differing site condition that was encountered during construction; and

**WHEREAS**, The Borough previously adopted Resolution 23-05-1040 awarding the contract with a completion date of October 31<sup>st</sup>, 2023 for an amount not to exceed \$1,193,305,

**NOW, THEREFORE, BE IT RESOLVED** that the Haines Borough Assembly authorizes the Borough Manager to execute a change order for Southeast Road Builders for the Beach Road Repairs Dec 2020 Storm Event 4585-DR-AK project for an amount not to exceed 1,199,548.52 completed by July 30, 2024.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 14th day of November, 2023.

Attest:

\_\_\_\_\_  
Thomas C. Morphet, Mayor

\_\_\_\_\_  
Alekkka Fullerton, MMC, Borough Clerk

DATE: October 31, 2023PROJECT NAME: Beach Road Repairs Dec 2020 Storm Event 4585-DR-AK, PW#00010(184410)CONTRACT AGREEMENT DATE: June 5, 2023OWNER: Haines BoroughCONTRACTOR: Glacier Construction Inc, dba Southeast Road Builders**The following changes are hereby made to the CONTRACT DOCUMENTS:**Original CONTRACT AGREEMENT AMOUNT: \$1,193,305.00 DAYS/DATE: October 31, 2023Current CONTRACT AGREEMENT as adjusted by previous CHANGE ORDER(S): (\$15,515.00) Days: 0This CHANGE ORDER will increase the CONTRACT AGREEMENT AMOUNT by: \$6,243.52This CHANGE ORDER will increase the CONTRACT COMPLETION TIME by: 273 Days.The new CONTRACT AGREEMENT AMOUNT including this CHANGE ORDER will be: \$1,184,033.52The new CONTRACT COMPLETION TIME including this CHANGE ORDER will be: July 30, 2024

DESCRIPTION OF CHANGES	INCREASE IN CONTRACT AMOUNT (\$)	(DECREASE) IN CONTRACT AMOUNT (\$)	CONTRACT TIME EXTENSION (DAYS)
Add new Pay Item <b>201.0012.0001 Log Debris Removal:</b> <i>Establish new lump sum pay item at unit price of \$4,100.00. New pay item is to compensate Contractor for work to remove additional logs within the ROW or previously stacked on private property as directed by the Engineer via RFP #3. This permanent method of repair work was directly a result of the flood damages and the subsequent emergency repairs.</i>	+\$4,100.00		
Add New Pay Item <b>303.2003.0001. Armor Ditch with Shot Rock:</b> <i>Establish new lump sum pay item at unit price of \$2,143.52. New pay item is to compensate Contractor for work to armor the fore slope of the ditch, as directed by the Engineer via Field Order #5. This was a Method of Repair required Change to address a differing site condition that was encountered during construction. Existing natural drainage connected to ditch causing erosion.</i>	\$2,143.52		
Increase contract time by 273 Days to new Contract Completion Date of July 30, 2024. <i>Extension of Contract Completion Date is to facilitate the completion of punch list items and achieve permanent stabilization of the site in accordance with the ADEC Construction General Permit.</i>			+273 Days
<b>TOTALS</b>	<b>+\$6,243.52</b>	<b>(\$0.00)</b>	<b>+273 Days</b>
<b>NET CHANGE CONTRACT AMOUNT INCREASE OR (DECREASE)</b>	<b>+\$6,243.52</b>		

**Signatures Required:**

The undersigned Contractor approves the foregoing Change Order as to the changes, if any, in the contract price specified for each item, including any and all supervision costs and other miscellaneous costs relating to the change in work, and as to the extension of time allowed, if any, for completion of the entire work on account of said Change Order. The Contractor agrees to furnish all labor and materials and perform all other necessary work, inclusive of that directly or indirectly related to the approved time extension, required to



# HAINES BOROUGH CHANGE ORDER

ORDER NO. 3

complete the Change Order items. This document will become a supplement of the contract and all provisions will apply hereto. It is understood that the Change Order shall be effective when all signatures are in place.

Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Contractor: Lewis Wolff \_\_\_\_\_ Date: 11/1/2023

State or Federal Agency, if applicable: \_\_\_\_\_ Date: \_\_\_\_\_



# 11A3

Agenda Bill No.: 23-1325

Assembly Meeting Date: 11/14/23

Business Item Description:	Attachments:
Subject: Change Order for Soap Suds Alley Area Repairs Contract with SERB	1. Resolution 23-11-1073 2. Change Order
Originator: Borough Clerk	
Originating Department: Public Facilities	
Date Submitted: 11/9/23	

Full Title/Motion:
Motion: Adopt Resolution 23-11-1073

Administrative Recommendation:

Fiscal Impact:			
Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ 15,042.62	\$ 1,936,082.50	\$	\$0

Comprehensive Plan Consistency Review:	
Comp Plan Goals/Objectives:	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Summary Statement:
Differing site conditions have required additional work to be done since the existing storm laterals for several properties are in conflict with the new storm main and the Director of Public Facilities has also requested additional patch work for nearby asphalt pavement/water service repairs. Normally a change order of less than \$25,000 does not require assembly approval, however, HBC 3.60.190 requires assembly approval for change orders in excess of 60 days.

Referral:	
Referred to:	Referral Date:
Recommendation:	Meeting Date:

Assembly Action:	
Meeting Date(s): 11/14/23	Public Hearing Date(s):
	Postponed to Date:

**A Resolution of the Haines Borough Assembly authorizing the Borough Manager to extend the construction contract with Glacier Construction Inc., dba Southeast Road Builders for the Soap Suds Alley Area Repairs Dec 2020 Storm Event 4585-DR-AK project by 243 days and increase the contract for an amount not to exceed \$15,042.62.**

**WHEREAS**, Extension of Contract Completion Date is to facilitate the completion of punch list items and achieve permanent stabilization of the site in accordance with the ADEC Construction General Permit; and

**WHEREAS**, \$3,939.73 of the \$15,042.62 is to compensate Contractor for additional time required for the relocation of an existing electrical utility conduit that conflicts with the proposed storm drain system, as directed by the Engineer via verbal Field Order; this change is required to address a differing site condition encountered during construction; and

**WHEREAS**, \$4,612.07 of the \$15,042.62 is to compensate Contractor for work to replace storm service laterals for three affected properties due to the differing site condition that was encountered during construction; and

**WHEREAS**, \$6,490.82 of the \$15,042.62 is to compensate Contractor for additional work associated with the Portage Street add on; and

**WHEREAS**, The Borough previously adopted Resolution 23-05-1039 (Soap Suds FEMA project) and 23-09-1057 (Portage Street add-on) awarding the contract with a completion date of September 30th, 2023 for an amount not to exceed \$1,936,082.50,

**NOW, THEREFORE, BE IT RESOLVED** that the Haines Borough Assembly authorizes the Borough Manager to extend the construction contract with Glacier Construction Inc., dba Southeast Road Builders for the Soap Suds Alley Area Repairs Dec 2020 Storm Event 4585-DR-AK project by 243 days and increase the contract by \$15,042.62 for an amount not to exceed \$1,951,125.12 with a completion date of July 30<sup>th</sup>, 2024.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 14th day of November, 2023.

\_\_\_\_\_  
Thomas C. Morphet, Mayor

Attest:

\_\_\_\_\_  
Alekk Fullerton, MMC, Borough Clerk

DATE: October 31, 2023

PROJECT NAME: Soap Suds Alley Area Repairs Dec 2020 Storm Event 4585-DR-AK, PW#00020(437575)

CONTRACT AGREEMENT DATE: July 10, 2023

OWNER: Haines Borough

CONTRACTOR: Glacier Construction Inc, dba Southeast Road Builders

**The following changes are hereby made to the CONTRACT DOCUMENTS:**

Original CONTRACT AGREEMENT AMOUNT: \$1,528,937.50 DAYS/DATE: September 30, 2023

Current CONTRACT AGREEMENT adjusted by previous CHANGE ORDER(S): \$407,145.00 Days: 61

This CHANGE ORDER will increase the CONTRACT AGREEMENT AMOUNT by: +\$15,042.62

This CHANGE ORDER will increase the CONTRACT COMPLETION TIME by: 243 Days.

The new CONTRACT AGREEMENT AMOUNT including this CHANGE ORDER will be: \$1,951,125.12

The new CONTRACT COMPLETION TIME including this CHANGE ORDER will be: July 30, 2024

DESCRIPTION OF CHANGES	INCREASE IN CONTRACT AMOUNT (\$)	(DECREASE) IN CONTRACT AMOUNT (\$)	CONTRACT TIME EXTENSION (DAYS)
<p>Add New Pay Item <b>204.0004.0APT. Adjust Existing AP&amp;T Conduit:</b> <i>Establish new lump sum pay item at unit price of \$1,590.43. New pay item is to compensate Contractor for standby time required for the relocation of an existing electrical utility conduit that conflicts with the proposed storm drain system, as directed by the Engineer via verbal Field Order. This was a Method of Repair required Change to address a differing site condition that was encountered during construction. Existing electrical utility conduit was in conflict with new storm main.</i></p>	+\$1,590.43		
<p>Add New Pay Item <b>204.0004.00HC. Adjust Existing AP&amp;T Conduit:</b> <i>Establish new lump sum pay item at unit price of \$2,349.30. New pay item is to compensate Contractor for time required for the relocation of an existing cable utility conduit that conflicts with the proposed storm drain system, as directed by the Engineer via Field Order #4. This was a Method of Repair required Change to address a differing site condition that was encountered during construction. Existing cable utility conduit was in conflict with new storm main.</i></p>	+\$2,349.30		
<p>Add New Pay Item <b>603.0003.0000.L Portage Street Additional Paving:</b> <i>Establish new lump sum pay item at unit price of \$4,800.00. New pay item is to compensate Contractor for work to remove existing damaged concrete roadway patch and replace with new asphalt pavement, as outlined in RFP #5. This Change will be funded as a Local Improvement by the Haines Borough.</i></p>	+\$4,800.00		

# HAINES BOROUGH

## CHANGE ORDER

ORDER NO. 3

<p>Add New Pay Item <b>606.0021.0006 Adjust Existing Storm Service:</b> <i>Establish new lump sum pay item at unit price of \$1,004.87. New pay item is to compensate Contractor for work to replace storm service lateral for 39 Tower Road that conflicts with the proposed storm drain system, as directed by the Engineer via Field Order #3. This was a Method of Repair required Change to address a differing site condition that was encountered during construction. Existing storm lateral was in conflict with new storm main.</i></p>	<p>+\$1,004.87</p>		
<p>Add New Pay Item <b>609.0008.0001.L Repair Damaged Valley Gutter.</b> <i>Establish new lump sum pay item at unit price of \$201.22. New pay item is to compensate Contractor for work to replace vandalized section of valley gutter. This Change will be funded as a Local Improvement by the Haines Borough.</i></p>	<p>+\$201.22</p>		
<p>Add New Pay Item <b>626.0003.0031. Adjust Existing Sewer Lateral 31:</b> <i>Establish new lump sum pay item at unit price of \$1,422.12. New pay item is to compensate Contractor for work to replace sewer service lateral for 31 Tower Road that conflicts with the proposed storm drain system, as directed by the Engineer via Field Order #7. This was a Method of Repair required Change to address a differing site condition that was encountered during construction. Existing sewer lateral was in conflict with new storm main.</i></p>	<p>+\$1,422.12</p>		
<p>Add New Pay Item <b>626.0003.0223. Adjust Existing Sewer Lateral 223:</b> <i>Establish new lump sum pay item at unit price of \$2,185.08. New pay item is to compensate Contractor for work to replace sewer service lateral for 223 Tower Road that conflicts with the proposed storm drain system, as directed by the Engineer via verbal Field Order. This was a Method of Repair required Change to address a differing site condition that was encountered during construction. Existing sewer lateral was in conflict with new storm main.</i></p>	<p>+\$2,185.08</p>		
<p>Add New Pay Item <b>627.0008.0002.L Water Service Conflict:</b> <i>Establish new lump sum pay item at unit price of \$1,489.60. New pay item is to compensate Contractor for work to remove the existing damaged water service corp stop and install a repair band. This Change will be funded as a Local Improvement by the Haines Borough.</i></p>	<p>+\$1,489.60</p>		

# HAINES BOROUGH

## CHANGE ORDER

ORDER NO. 3

Increase contract time by 243 Days to new Contract Completion Date of July 30, 2024. <i>Extension of Contract Completion Date is to facilitate the completion of punch list items and achieve permanent stabilization of the site in accordance with the ADEC Construction General Permit.</i>			+243 Days
TOTALS	+\$15,042.62	(\$0.00)	+243 Days
NET CHANGE CONTRACT AMOUNT INCREASE OR (DECREASE)	+\$15,042.62		

Signatures Required:

The undersigned Contractor approves the foregoing Change Order as to the changes, if any, in the contract price specified for each item, including any and all supervision costs and other miscellaneous costs relating to the change in work, and as to the extension of time allowed, if any, for completion of the entire work on account of said Change Order. The Contractor agrees to furnish all labor and materials and perform all other necessary work, inclusive of that directly or indirectly related to the approved time extension, required to complete the Change Order items. This document will become a supplement of the contract and all provisions will apply hereto. It is understood that the Change Order shall be effective when all signatures are in place.

Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Contractor: Mark Wolff \_\_\_\_\_ Date: 11/1/2023

State or Federal Agency, if applicable: \_\_\_\_\_ Date: \_\_\_\_\_



# 11A4

**Haines Borough  
Assembly Agenda Bill**

**Agenda Bill No.:** 23-1329  
**Assembly Meeting Date:** 11/14/23

Business Item Description:	Attachments:
Subject: Support Full Funding for the State of Alaska Municipal Harbor Facility Grant Program	1. Resolution 23-11-1074
Originator: Harbormaster	
Originating Department: Ports and Harbors	
Date Submitted: 11/9/23	

**Full Title/Motion:**  
 Motion: Adopt Resolution 23-11-1074

**Administrative Recommendation:**  
 This resolution is recommended by the Harbormaster.

**Fiscal Impact:**

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ 0	\$ 0	\$ 0	State assist with maintenance costs

**Comprehensive Plan Consistency Review:**  
 Comp Plan Goals/Objectives: \_\_\_\_\_  
 Consistent:  Yes  No

**Summary Statement:**  
 A similar resolution was recently adopted by the Alaska Association of Harbormasters and Port Administrators (AAHPA), and the Haines harbormaster brought this forward for consideration by the assembly. This resolution recommends full funding for the State of Alaska's Municipal Harbor Facility Grant Program. The state's continued support of this program is critical for sustaining Alaska's maritime infrastructure.  
 For each harbor facility grant application, municipalities have committed to invest 100 percent of the design and permitting costs and 50 percent of the construction cost. Completion of harbor facility projects is dependent on the 50 percent match from the state of Alaska. During the last 11 years the grant program has only been fully funded twice, and the backlog of projects necessary to repair and replace these former state-owned harbors has increased to over \$500,000,000.

**Referral:**  
 Referred to: \_\_\_\_\_ Referral Date: \_\_\_\_\_  
 Recommendation: \_\_\_\_\_ Meeting Date: \_\_\_\_\_

**Assembly Action:**  
 Meeting Date(s): 11/14/23 Public Hearing Date(s): \_\_\_\_\_  
 Postponed to Date: \_\_\_\_\_

**A Resolution of the Haines Borough Assembly supporting full funding in the amount of \$7,644,677 for the State of Alaska Municipal Harbor Facility Grant Program in the FY 2025 state capital budget.**

**WHEREAS**, the majority of the public boat harbors in Alaska were constructed by the State during the 1960s and 1970s; and

**WHEREAS**, these harbor facilities represent critical transportation links and are the transportation hubs for waterfront commerce and economic development in Alaskan coastal communities; and

**WHEREAS**, the harbor facilities in Alaska are ports of refuge for ocean going vessels, and serve as essential transportation hubs to coastal Alaskan communities for supplies, trade in goods and services and connections to the world market for our exports and imports; and

**WHEREAS**, the State of Alaska over the past nearly 30 years has transferred ownership of most of these State-owned harbors, many of which were at or near the end of their service life at the time of transfer, to local municipalities; and

**WHEREAS**, the municipalities took over this important responsibility even though they knew that these same harbor facilities were in poor condition at the time of transfer due to the state's failure to keep up with deferred maintenance; and

**WHEREAS**, consequently, when local municipal harbor masters formulated their annual harbor facility budgets, they inherited a major financial burden that their local municipal governments could not afford; and

**WHEREAS**, in response to this financial burden, the Governor and the Alaska Legislature passed legislation in 2006, supported by the Alaska Association of Harbor Masters and Port Administrators, to create the Municipal Harbor Facility Grant program (AS 29.60.800); and

**WHEREAS**, the Department of Transportation and Public Facilities utilizes a beneficial administrative process to review, score and rank applicants to the Municipal Harbor Facility Grant Program, since state funds may be limited; and

**WHEREAS**, for each harbor facility grant application, these municipalities have committed to invest 100% of the design and permitting costs and 50% of the construction cost; and

**WHEREAS**, the municipalities of the Sitka and Juneau have committed to contribute half of their project cost in local match funding for FY2025 towards harbor projects of significant importance locally as required in the Harbor Facility Grant Program; and

**WHEREAS**, completion of these harbor facility projects is dependent on the 50% match from the State of Alaska's Municipal Harbor Facility Grant Program; and

**WHEREAS**, during the last fifteen years the Municipal Harbor Facility Grant Program has only been fully funded twice; and



Haines Borough  
Resolution No. 23-11-1074  
Page 2 of 2

**WHEREAS**, a survey done by the Alaska Municipal League of Alaska's ports and harbors found that from the respondents, the backlog of projects necessary to repair and replace former State-owned harbors has increased to at least \$500,000,000; and

**WHEREAS**, given that Alaska is a maritime state and that our harbors are foundational to both our way of life and the economy of this great State it is in the public's best interest to maintain this critical infrastructure by using State, Local and Federal funds to recapitalize the crucial harbor moorage infrastructure statewide.

**NOW, THEREFORE, BE IT RESOLVED** that the Alaska Association of Harbormasters and Port Administrators urges full funding by the Governor and the Alaska Legislature for the State of Alaska's Municipal Harbor Facility Grant Program in the FY 2025 State Capital Budget in order to ensure enhanced safety and economic prosperity among Alaskan coastal communities.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 14th day of November, 2023.

Attest:

\_\_\_\_\_  
Thomas C. Morphet, Mayor

\_\_\_\_\_  
Aleka Fullerton, MMC, Borough Clerk



## Memo from the Borough Clerk

Date: November 9, 2023  
To: Haines Borough Assembly and Mayor  
From: Alekka Fullerton  
Re: Procedure regarding Quasi-Judicial Appeals

I wanted to provide some procedural information in preparation for the appeal request you will hear on November 14, 2023.

1. QUASI-JUDICIAL: As you know, sometimes the borough assembly wears two hats. One hat is a legislative hat. For the vast majority of your actions, you make legislative decisions. The other hat is an occasional one and is what could be called "a jury hat". When considering appeals, you are essentially acting as a jury...a quasi-judicial board. When acting as a jury, **assembly members must come into the appeal hearing process without having pre-judged the merits of the appeal** just like a jury must begin a criminal trial without having pre-judged the guilt or innocence of the defendant. This is why jurors are screened before they are allowed to be on a jury. This is completely different from most legislative issues where assembly members are free to come to the meeting already having decided how they intend to vote.
2. RECORD ON APPEAL: When acting in the capacity of a quasi-judicial board, the assembly should evaluate the merits of the appeal on the evidence presented, which means assembly members must avoid forming an opinion based on information presented outside of the hearing and official record. The official record ("Record on Appeal") will be provided in your meeting packet. **You have an obligation to make decisions based on information presented as part of the application or appeal process and not on the basis of your own individual fact-finding or any third-party lobbying.**
3. DECISION TO BE MADE:  
The only decision to be made at the 11/14/23 meeting will be the consideration of the appeal request. Ann Myren/Tim McDonough, Gershon Cohen and Carol Tuynman have requested an appeal timely. Per HBC 18.30.060, following the appellant's presentation, and comment from those who wish to be heard, the assembly must decide, by motion, whether or not to rehear the Planning Commission's decision and, if so, whether to rehear the entire decision or a portion. Any rehearing will take place at the next meeting (11/28/23) and include a duly-noticed public hearing. **The burden the appellants must meet is whether they have raised sufficient questions in your mind that leads you to question whether the Planning Commission erred in their decision to grant Conditional Use Permit 23-87.**

4. VOTING: Since this is a procedural, not a substantive decision, the “regular” voting rules apply per HBC 2.10.200A. Meaning, there must be four affirmative votes, by either four assembly members or three assembly members on a tie vote, plus the vote of the mayor, to rehear the matter. Since THIS review is not considering the “judgment” on the merits of the matter, Charter Section 5.06(D) does not apply so a supermajority is not necessary.
5. MOTIONS: Possible motions might be:
  - A. To “rehear the Planning Commission’s granting of Conditional Use permit #23-87 for Resource Extraction”
  - B. To “rehear the Planning Commission’s finding regarding Conditional Use Permit #23-87 that criteria #x per HBC 18.50.040 has ( or has not) been met”
  - C. To “deny the rehearing of the Planning Commission’s grant of Conditional Use Permit #23-87 for Resource Extraction”.

Please feel free to contact me with questions.

### **18.30.060 Appeals to the borough assembly.**

An appeal made to the borough assembly of the commission's decision on any permit shall be requested by filing with the borough clerk, within 10 business days of the date of the decision appealed, a written notice of appeal stating with particularity the grounds for the appeal. At the next regularly scheduled borough assembly meeting the borough assembly, by passage of a motion, may choose to rehear the commission's decision. Any aggrieved person, including the developer, may appear at that meeting and explain to the borough assembly why it should rehear the commission's decision.

A. If the borough assembly chooses to rehear the decision, it may choose to rehear the entire decision or any portion thereof. If it decides to rehear a decision or any portion thereof, it shall give public notice, conduct a public hearing and make its decision at its next regularly scheduled meeting.

B. In all re-hearings the burden of proof shall be on the party challenging the decision of the commission.

1. Findings of fact adopted expressly or by necessary implication shall be considered as true if, based upon a review of the whole record, they are supported by substantial evidence. Substantial evidence means such relevant evidence as a reasonable mind might accept as adequate to support a conclusion. If the record as a whole affords a substantial basis of fact from which the fact in issue may be reasonably inferred, the fact is supported by substantial evidence. The burden of proof shall be on the appellant to demonstrate the facts and resolution of the issues on appeal by substantial evidence. The evidence shall be limited to a review of the record, although further argument may be allowed.

2. In all decisions the burden of proof shall be on the party challenging the decision of the planning commission.

3. The borough assembly may confirm the commission's decision, reverse the commission's decision, or change the conditions which the commission placed on approval. The borough assembly shall support its action with written findings.

C. A decision by the commission shall not be stayed pending appeal, but action by the appellee in reliance on the decision, shall be at the risk that the decision may be reversed on appeal.

D. The borough assembly hereby provides for an appeal by a municipal officer or person aggrieved from a decision of a hearing officer or other body to the superior court. An appeal to the superior court under this section is an administrative appeal heard solely on the record established by the hearing officer or other body. (Ord. 12-05-291 § 6; Ord. 05-02-091; Ord. 04-05-078)



HAINES BOROUGH, ALASKA  
P.O. BOX 1209  
HAINES, AK 99827  
(907) 766-6400 FAX (907) 766-2716

Glacier Construction Inc., dba Southeast Road Builders  
[rschnabel@colaska.com](mailto:rschnabel@colaska.com)

November 2<sup>nd</sup>, 2023

Re: Conditional Use Permit #23-87, Resource Extraction | October 23<sup>rd</sup>, 2023 Planning Commission Meeting | Site A: C-LTR-04-0090/0700/0010, Site B: C-LTR-04-1000/2940/0900/0800 | Waterfront Industrial Zone

Thank you for submitting a conditional use permit to perform resource extraction activity at the above listed location. Your application has been approved by the Planning Commission per plans submitted and the conditions listed below under the definition "Resource Extraction" which is a Conditional Use in the Waterfront Industrial Zone per Haines Borough Code (HBC) 18.70.040.

If you wish to appeal the Planning Commission's decision on this application, you must file an appeal in writing with the Borough Clerk within ten business days of the date of this letter.

**EXPIRATION: November 2<sup>nd</sup>, 2028**

This permit is valid for five years.

**CONDITIONS:**

1. Provide design and engineering for resource extraction in Hazard Areas. Provide a copy of plans to the Borough prior to working:
  - a. Within the stream's one percent floodway,
  - b. On slopes greater than 30 percent.
2. Submit a reclamation plan, developed and sealed by a professional engineer, for Planning Commission review that addresses the final conditions of site, including:
  - a. Relation to adjoining land forms and drainage features,
  - b. Relation of reclaimed site to planned or established uses of the surrounding area,
  - c. Demonstration that the final land form will have a viable land use compatible with land use trends in the surrounding area,
  - d. Relation of reclaimed site to initial site conditions including land use, vegetation, soils, geology and hydrology;
  - e. Work to maintain the existing waterfront view shed.
3. Contact the United States Fish & Wildlife Service approval for all work within 660-feet of an eagles nest; or to perform blasting operations within ½ mile of an eagles nest. Email: [ak\\_fisheries@fws.gov](mailto:ak_fisheries@fws.gov)
4. Provide a copy of State approval for legal access to Site A before beginning any work at this location. Coordinate access, traffic plans, and roadway maintenance during resource extraction with the State of Alaska's Department of Transportation & Public Facilities Southcoast Region Right-of-Way office. Contact Michael Schuler, email: [michael.schuler@alaska.gov](mailto:michael.schuler@alaska.gov).

5. Provide for the control of runoff during and after construction. All roads and parking areas shall be designed to alleviate or avoid runoff into public streets or adjoining lots and to protect rivers, lakes and streams from pollution. Developers may be required to provide for the conservation of natural features such as drainage basins and watersheds, and provide for land stability.
6. No significant negative impacts on the surrounding properties are allowed. Including excessive noise, fumes or odors, glare, smoke, light, vibration, dust, litter, or interference in any radio or television receivers off the premises, or cause significant line voltage fluctuation off the premises or be unsightly or become a nuisance as defined in HBC 8.12.020(I).
7. This permit does not relieve the owner or authorized representative to comply with the provisions of federal, state or local regulations applicable to the activity.
8. Coordinate with the Alaska Marine Highway System for blasting within 2 hours of ferry arrivals and departures.
9. Provide a copy of all plans and Storm Water Pollution Prevention Plans to the Borough before implementation of the project.

Per the requirements of Haines Borough Code 18.30.010 (I), this permit is consistent with the comprehensive plan, its uses are harmonious with other activities allowed in the zone, and the development will not disrupt the character of the neighborhood.

Please do not hesitate to contact our office with any questions, comments, or concerns,



Andrew Conrad, Planner  
Planning & Zoning, Assessment & Planning Department  
(office) 907-766-6412 | [planner@haines.ak.us](mailto:planner@haines.ak.us)

Ec: [dlaframboise@colaska.com](mailto:dlaframboise@colaska.com)  
[TJMASON@COLASKA.COM](mailto:TJMASON@COLASKA.COM)

Attachments:

1. Permit Application, Site Plan



# Haines Borough

Planning and Zoning  
 103 Third Ave. S., Haines, Alaska, 99827. Box 1209  
 (907) 766-6401 \* Fax: (907) 766-2716

## APPLICATION FOR CONDITIONAL USE PERMIT

Permit#: 23-87

Date: \_\_\_\_\_

Use this form for approval by the Planning Commission. **\$150 non-refundable application fee**

<b>I. Property Owner/Agent</b>		<b>Owner's Contractor(If Any)</b>	
Name: Glacier Construction Inc. dba Southeast Road Builders		Name:	
Mailing Address: HC 60 Box 4800, Haines Hwy Haines, AK 99827		Haines Borough Business License #:	
Contact Phone: (907) 766-2833		Alaska Business License #:	
Fax: (907) 766-2832 rschnabel@colaska.com		Contractor's License #:	
E-mail: dlaframboise@colaska.com		Mailing Address:	
		Contact Phone:	
		Fax:	
		E-mail:	
<b>II. Property Information</b>			
Size of Property: Approx. 27 Acres total; Site A = 5.2 Acres, Site B = 21 Acres			
Property Tax #: SITE A: C-LTR-04-0090, C-LTR-04-0700, and C-LTR-04-0010 SITE B: C-LTR-04-1000, C-LTR-04-2940, C-LTR-04-0900, and C-LTR-04-0800			
Street Address: See attached Site Maps; Approx. MP 4 Lutak Road			
Legal Description: Lot (s) _____ Block _____ Subdivision _____			
<b>OR</b> Parcel/Tract _____ Section _____ Township _____ Range _____			
[Attach additional page if necessary.] See attached Site Maps			
Zoning: <input type="checkbox"/> Waterfront <input type="checkbox"/> Single Residential <input 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 checked="" type="checkbox"/> Waterfront Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial Light Commercial <input type="checkbox"/> Recreational <input type="checkbox"/> Mud Bay Zoning District <input type="checkbox"/> Lutak Zoning District <input type="checkbox"/> General Use			
<b>III. Description of Work</b>			
<b>Type of Application</b> (Check all that apply) <input type="checkbox"/> Residential <input type="checkbox"/> Commercial  _____ sq. ft.  _____ seating capacity if eating/drinking establishment <input checked="" type="checkbox"/> Industrial <input type="checkbox"/> Church <input type="checkbox"/> Other _____	<b>Project Description</b> (Check all that apply) <input 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 checked="" type="checkbox"/> Other <u>Resource Extraction</u> _____	<b>Water Supply</b> Existing or Proposed <input checked="" type="checkbox"/> None <input type="checkbox"/> Community well <input type="checkbox"/> Private well <input type="checkbox"/> Borough Water System <input type="checkbox"/> Other _____	<b>Sewage Disposal</b> Existing or Proposed <input checked="" type="checkbox"/> None <input type="checkbox"/> Septic Tank <input type="checkbox"/> Holding Tank <input type="checkbox"/> Borough Sewer System <input type="checkbox"/> Pit Privy <input type="checkbox"/> Other _____

Per HBC 13.08.100 and 18.60.010, If a property on which a use is proposed is within 200 feet of an existing, adequate public water and/or sewer system, the developer shall be required to connect to the public systems. Failure to connect will result in a minor offense subject to penalties.

Valuation of Work: \$100,000

Current use of adjacent properties: See attached for more information; Zoned Waterfront Industrial Use, Vacant State Land, Inactive Timber Mill Site, Ferry Terminal, AML Dock, Fuel Terminal

Attach the following documents to the permit application:

Site plan (see Attachment A) showing lot lines, bearings and distances, buildings, setbacks, streets, etc.

PREAPPLICATION (Required)

Pre-application Conference Date: 8/10/2023

Prior to submission of an application, the developer shall meet with the manager for the purpose of discussing the site, the proposed development and the conditional use permit procedure. The manager shall discuss these matters with the developer with special attention to policies and approval criteria that may pose problems or constraints on the site or the proposed development activity and policies or approval criteria that may create opportunities for the developer.

APPLICATION

Please provide a written narrative explaining how your project will meet the following requirements. 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. The use is so located on the site as to avoid undue noise and other nuisances and dangers.

Describe what safeguards are being provided (i.e. setbacks or buffers) to meet the condition.

Referenced Sections:

Section V. Site Conditions, Paragraph D, G  
Section VI. Methods

2. Explain how the development of the use is such that the value of the adjoining property will not be significantly impaired.

Referenced Sections:

Section II. Site Features & Zoning  
Section V. Site Conditions, Paragraphs G

3. Explain how the size and scale of the use is such that existing public services and facilities are adequate to serve the proposed use.

Referenced Sections:

Section V. Site Conditions, Paragraph B, C



4. Describe how or why the specific development scheme of the use is consistent and in harmony with the comprehensive plan and surrounding land uses.

**Referenced Sections:**

**Section II. Site Features & Zoning**  
**Section VIII. Comprehensive Plan**

5. Explain how the granting of the conditional use will not be harmful to the public safety, health or welfare.

**Referenced Sections:**

**Section V. Site Conditions, Paragraph A, B, F**

6. Describe the safeguards that will be provided so that the use will not significantly cause erosion, ground or surface water contamination or significant adverse alteration of fish habitat on any parcel adjacent to state-identified anadromous streams.

**Referenced Sections:**

**Section V. Site Conditions, Paragraph E, F**  
**Section VII. Reclamation Plan**

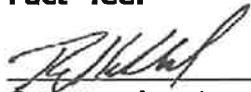
**NOTICE**

Per HBC 18.50.040, Comments received from property owners impacted by the proposed development will be considered and given their due weight. Additionally, the Planning Commission may impose one or more of the following conditions:

1. Development Schedule. The conditions may place a reasonable time limit on construction activity associated with the development, or any portion thereof, to minimize construction-related disruption to traffic and neighbors, to ensure that lots are not sold prior to substantial completion of required public improvements, or to implement other requirements.
2. Use. The conditions may restrict the use of the development to specific uses indicated in the approval.
3. Owner's Association. The conditions may require that if a developer, homeowner or merchant association is necessary or desirable to hold or maintain common property, that it be created prior to occupancy.
4. Dedications. The conditions may require conveyances of title, licenses, easements or other property interests to the public, to public utilities, or to the homeowners association. The conditions may require construction of public utilities or improvements to public standards and then dedication of public facilities to serve the development and the public.
5. Construction Guarantees. The conditions may require the posting of a bond or other surety or collateral (which may provide for partial releases) to ensure satisfactory completion of all improvements required by the commission.
6. Commitment Letter. The conditions may require a letter from a utility company or public agency legally committing it to serve the development if such service is required by the commission.
7. Covenants. The conditions may require the recording of covenants or other instruments satisfactory to the borough as necessary to ensure permit compliance by future owners or occupants.
8. Design. The conditions may require the adoption of design standards specific to the use and site.

IV. 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 and that the use will comply with all required conditions and specifications, will be located where proposed and when developed, will be operated according to the plan as submitted. 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 Schnabel, Area Manager  
 Owner or Agent

8/24/2023  
 Date

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**

Non-Refundable Application Fee \$ <u>150.00</u>			Information/Documentation Req'd    Rec'd <input type="checkbox"/> <input type="checkbox"/> State Fire Marshal <input type="checkbox"/> <input type="checkbox"/> State DEC <input type="checkbox"/> <input type="checkbox"/> Variance/Conditional Use Permit <input type="checkbox"/> <input type="checkbox"/> Sign Permit		
Payment Method: <u>Credit Card</u>					
Receipt #: <u>053247</u>					
Received By: <u>TOLSON</u>					
Date: <u>8.23.2023</u>					
Zoning	Bldg. Height	Lot Coverage %	Const. Type	Occupancy	# Stories
If Application is Complete: <input type="checkbox"/> Yes <input type="checkbox"/> No					
Notified Via: _____			Notified By: _____		
Date: _____					
If yes, Approved By: _____ Planning Commission Chairman			If no, Denied By: _____ Planning Commission Chairman		
Permit ID #: _____			Date: _____		
Permit Effective Date: _____			Reason: _____		
Approval Special Requirements: This application meets all applicable Borough policies and a permit is issued, conditional on the <b>substantial completion of construction within two</b> years and the following special requirements:					

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

## ATTACHMENT A

### SITE PLAN REQUIREMENTS

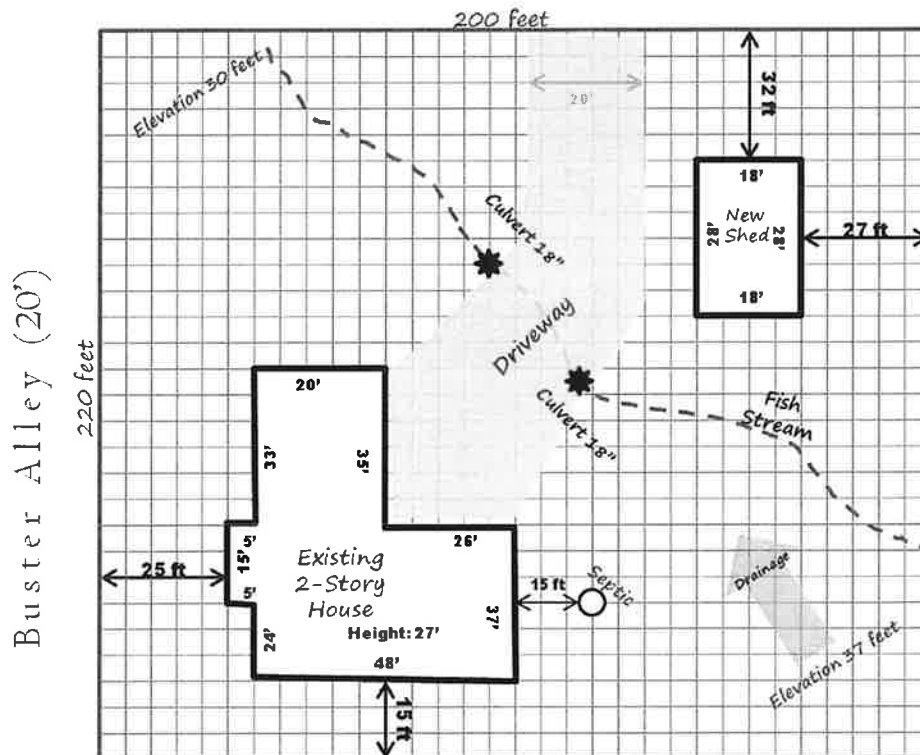
1. Drawing showing dimensions of all buildings, including elevations, of lot on which activity/use/construction is planned.
2. Existing streets, alleys, sidewalks, driveways, easements, including widths.
3. Existing buildings/structures on the property, their location, dimension and proximity to lot lines or other structures. (Measured from closest point on structure to other lot lines, structures, etc.)
4. Proposed construction—including location, dimensions, and proximity to lot lines or other structures. (Measured from closest point on structure to other lot lines, structures, etc.)
5. Existing and proposed non-building improvements, including surface water drainage plan, driveway placement, culvert(s), off street parking (location and dimensions), on-site water and/or wastewater handling systems.
6. Shore lines, steep slopes, or other evidence of natural hazards.
7. If zero lot line construction proposed, show plan for handling snowdrop onto adjoining properties.

**It is strongly recommended that an as-built survey be performed prior to submittal of the application.**

#### EXAMPLE SITE PLAN

*John Doe Property Tax ID X-XXX-XX-XXXX*

Ripinsky Street (60')



## APPROVAL CRITERIA

See HBC 18.60.010 for more information.

- A. **Plans.** The proposal is substantially consistent with the borough comprehensive plan and other applicable borough-adopted plans.
- B. **Reviewing Parties.** Due deference has been given to the comments and recommendations of reviewing parties.
- C. **Fire Safety and Emergency Access.** As determined by the State Fire Marshal or the borough fire chief.
- D. **Access.** All lots on which development is planned are required to have legal road access completed to borough standards.
- E. **Traffic.** The proposed use shall not overload the existing street system with traffic or result in unsafe streets or dangers to pedestrians.
- F. **Public Maintenance.** The proposed use shall not significantly increase the impact on the surrounding area from glaciation or drifting snow and shall not create significantly increased difficulty for snow removal or street maintenance.
- G. **Foundation.** All buildings intended for residential or commercial use shall be placed on a permanent foundation.
- H. **Parking.** See parking requirements in HBC 18.80.040.
- I. **Utilities.** If property on which a use is proposed is within 200 feet of an existing, adequate public water and/or sewer system, the developer shall be required to connect to the public systems. All regulations of the State Department of Environmental Conservation pertaining to water extraction and wastewater disposal, as well as the requirements of HBC 13.04.080(G) pertaining to on-site wastewater disposal, shall apply.
- J. **Drainage.** The applicant for a proposed use shall provide for the control of runoff during and after construction. All roads and parking areas shall be designed to alleviate or avoid runoff into public streets or adjoining lots and to protect rivers, lakes and streams from pollution. Developers may be required to provide for the conservation of natural features such as drainage basins and watersheds, and provide for land stability.
- K. **Walkways, Sidewalks and Bike Paths.** Easements for pedestrian access or bicycle paths may be required where shown by the borough to be necessary to provide reasonable circulation or access to streams, lakes, tidewater, schools, playgrounds, transportation facilities or other public facilities.
- L. **Construction Guarantees.** The borough may require the posting of a bond or other surety approved by the assembly to ensure that all required and necessary improvements are constructed as approved. The surety may provide for partial releases upon acceptance of the improvement by the borough.
- M. **Peak Use.** The peak use characteristics are the same as surrounding uses or other uses allowed in the zone.
- N. **Off-Site Impacts.** The proposed use shall not have significant negative impacts on the surrounding properties, including excessive noise, fumes or odors, glare, smoke, light, vibration, dust, litter, or interference in any radio or television receivers off the premises, or cause significant line voltage fluctuation off the premises or be unsightly or become a nuisance as defined in HBC 8.12.020(I). Buffering may be required to alleviate impacts between residential and nonresidential uses. The owner of the property upon which the buffering is constructed is responsible for the maintenance of the buffering in a condition that will meet the intent of this criteria.
- O. **Habitat.** A reclamation or landscaping plan may be required as a condition of approval of any use within 100 feet of a state-identified anadromous stream. The purpose of the reclamation or landscaping plan includes the control of dust, soil erosion, water runoff and siltation which otherwise would be generated on the lot and affect the surrounding area.
- P. **Anadromous Fish Stream Setbacks.** All development along state-identified anadromous fish streams will be consistent with the Haines coastal zone management program. Unless approved by variance, no development shall occur within 25 feet of the banks of anadromous fish streams, designated as such by the Alaska Department of Fish and Game. Variances from this requirement may be granted by the commission based upon the unique conditions of individual properties, the proposed development, and the recommendations of a qualified fisheries biologist.
- Q. **Open Space and Facilities.** The developer may be required to dedicate land for open space, drainage, utilities, access, parks or playgrounds. Any dedication required by the commission must be based on a written finding that the area is necessary for public use or safety and the dedication is in compliance with adopted municipal plans and policies.
- 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. See also HBC 18.60.020 (G) and HBC 18.70.050, Historic Building Districts.
- S. **National Flood Plain Regulations.** All permits shall be reviewed for compliance with HBC 18.120, Flood Plain Regulations.
- T. **Hazard Areas.** Development which is not designed and engineered to mitigate the risk of loss of life or property is prohibited in the following hazard areas: (1) The one percent floodway of all rivers and streams; (2) Avalanche outfall areas; (3) Within 500 feet of a major fault; (4) Slopes greater than 30 percent; (5) Within 300 feet of a wildfire chute; (6) Rock and mudslide areas.
- U. **Waterfront.** The following requirements apply in all waterfront zones:
  - (1) For residential use, setbacks shall be the same as those required in the residential zone. All other uses shall be required to set back 10 feet from lot lines adjacent to every street and alley and five feet from all other lot lines; (2) Public access to the waters of Portage Cove is required to be included in all permits for development on land adjacent to Portage Cove.

## SPECIAL APPROVAL CRITERIA MAY APPLY

See HBC 18.60.020 for more information.



## **OPERATIONS PLAN**

### **Lutak Road Property**

### **Conditional Use Permit Application**

Prepared for:

Haines Borough  
103 Third Ave. S  
PO Box 1209  
Haines, AK

**August 2023**

## I. SITE DESCRIPTION

The proposed project consists of a total of approximately 27 acres of land located 4 miles North of downtown Haines along Lutak Road. Site Maps can be found in Appendix A.

Site A, totaling 5.2 acres, is entirely located on the uplands side of Lutak road and consists of parcels C-LTR-04-0090, C-LTR-04-0700, and C-LTR-04-0010. Site B, totaling 21 acres, is located on the uplands and lowlands side, divided by Lutak Road and consists of parcels C-LTR-04-1000, C-LTR-04-2940, C-LTR-04-0900, and C-LTR-04-0800. The proposed parcels are in ownership of Glacier Construction dba. Southeast Road Builders.

## II. SITE FEATURES & ZONING

The proposed parcels are zoned Waterfront Industrial Use. Site A is comprised of undeveloped parcels made up of dense Spruce Forest. Adjacent parcels are vacant lots owned by the State of Alaska, zoned Waterfront Industrial, and Heavy Industrial Use. Site B is comprised of a developed pit site and provides existing access to the Lutak Inlet via boat ramp. Adjacent parcels consist of a timber mill site owned by Chilkoot Lumber Company to the West and vacant State of Alaska land, all zoned Waterfront Industrial Use.

The proposed development is in alignment with the use of adjoining properties. The site is located near the Alaska Marine Lines dock, timber mill site, and ferry terminal which is a heavy industrial use area. There is existing truck traffic to and from the AML yard and to the stockpile site located on Site B.

## III. EXISTING PERMITTING & USE

The existing sites are currently being developed under Site Development Permits #23-33 and #23-42, issued on May 23<sup>rd</sup>, 2023, and Land Use Permit #23-71, issued on August 14, 2023. Existing permitted development consists of clearing, grubbing, and grading of the sites. Permitted activity on Site B also consists of bulk material storage and aggregate transloading.

The existing sites are permitted with a ADEC MSGP SWPPP Permit # AKR06AB42.

Initial site development, including clearing, grubbing, and grading of the site began on Site B in June 2023 and is nearly complete. Clearing, grubbing, and grading of Site A is anticipated to begin in Fall 2023. Southeast Roadbuilders began using Site B for bulk material storage and aggregate transloading in August 2023. The proposed resource extraction is anticipated to begin in Fall 2023, or as soon as all applicable permits are approved. These sites are potential future sources of materials for local improvement projects beginning in Spring of 2024, therefore timing of development is critical.

## IV. PROPOSED USE

Southeast Road Builders is proposing to use the referenced parcels as a material source and is pursuing a conditional use permit with the Haines Borough to perform resource extraction.

Initial exploration of Site B reveals that the soil primarily consists of coarse grained gravel and sand. Proposed use includes mobilization of a wash plant and crusher unit to process material onsite, reducing truck traffic from the site to the existing processing facilities at 4.5 Mile Haines Highway. A staging area on the North side of Lutak Road has been developed to stockpile and process materials. This area will be used to stage equipment, process, and stockpile materials. The area to the South of Lutak Road has been cleared, grubbed, and scaled to provide access. Southeast Road Builders is proposing to extract material from this site for use on local State and Borough projects.

Initial site investigation of Site A reveals bedrock to be present below the surface proposing a potential source for rock excavation. Southeast Road Builders is proposing to use this site as a rock source for local improvement projects to provide fill and riprap materials. Rock excavation activities may include drilling, blasting, and crushing operations onsite.

## V. SITE CONDITIONS

A. ACCESS. The parcels that make up Site B are currently accessible via existing access points from previous landowners. Site A has no current access from Lutak Road. Legal access to these parcels is being developed in coordination with the Alaska Department of Transportation (AKDOT&PF). Coordination with the AKDOT&PF will be ongoing throughout the duration of development to ensure compliance with all permits and guidelines. The number of access points will be limited to ensure safety of the travelling public and ensure adequate sight distance for trucks to navigate the roadway. Access will be limited to the public to ensure public safety. Adequate access for fire and emergency vehicles will be maintained at all times.

B. TRAFFIC. Use of these sites will limit truck traffic from Southeast Road Builders current material source at 4.5-mile Haines Highway to the proposed site. This will significantly limit truck traffic through the Haines townsite. The safety of the public and impact on the existing two-lane paved roadway has not been significantly effected by the truck traffic from adjacent operations or material stockpiling operations that have previously taken place. Trucking operations are not anticipated to significantly differ from existing use.

C. MAINTENANCE. Southeast Road Builders proposes to use street sweepers and water trucks to control and limit dust or debris that may impact public health and safety. The site will have seasonal use limiting any impact for snow removal or winter conditions.

D. LIGHTING & UTILITIES. No permanent lighting is proposed for this development. There are no existing public sanitary sewer or water services onsite. Water will be provided by water truck from a source approved by the ADEC.

E. DRAINAGE. Stormwater control is in compliance with the current ADEC MSGP Permit. The site will be graded to control runoff and prevent sediment from leaving the site. The proposed use includes the installation of culverts to provide adequate drainage through the site and maintain existing drainage ditches. A SWPPP will be maintained throughout the duration of the project. There are no state-identified anadromous streams located on the site.

F. HAZARD AREAS. Proposed work within the one percent floodway includes the installation of culvert pipes to improve the drainage onsite and mitigate the risk of impact on streams and drainage facilities. This will allow for the control of runoff and prevent washouts from any severe weather. Southeast Road Builders is working in cooperation with the

Department of Fish and Game to ensure the protection of fish habitat throughout the duration of development. The DF&G has surveyed the existing streams onsite and has identified them as non-anadromous streams.

The proposed development is within areas that contain steep slopes greater than 30 percent. Once the site development is complete, the area will be stabilized in accordance with the ADEC SWPPP. To mitigate the risk of slope failures, rock benches will be created, and overburden will be sloped back at a 2:1 slope and stabilized with vegetation or rock.

G. NOISE. A natural buffer of 25' will be maintained between the proposed development and the adjacent roadway and properties. The proposed development is in alignment with adjacent property use. The nearest residential dwelling is approximately a mile from the site. Any blasting operations will be completed during the regular hours of operation. Adequate notice of drilling and blasting operations will be given to the public, FAA, and nearby landowners.

## VI. METHODS

The proposed hours of operation for the site will be from 6:00 AM to 6:00 PM. Materials transloading activities may differ outside of normal hours of operation but will not impact residents as all work will be done onsite.

No hazardous material or fuel will be stored onsite. Southeast Road Builders has a service oiler that will mobilize to the site to fuel and grease equipment as needed.

No explosives will be stored onsite, except when they are immediately necessary for blasting operations.

## VII. RECLAMATION PLAN

Throughout the duration of construction, the site will be reclaimed as necessary. Exposed rock faces will be benched with standard 30'-40' lifts. Floors will be graded to promote adequate drainage. Final slopes will be seeded, or rock lined for final stabilization as needed.

A final reclamation plan will be developed as the project progresses.

## VIII. COMPREHENSIVE PLAN

The proposed development is in alignment with the following goals that the Borough has outlined in the current Comprehensive Plan:

A. Goal 3. Achieve a strong, diversified local economy that provides employment and income for all citizens that desire to work while protecting the health of the environment and quality of life. Build on local assets and competitive advantages to create economic opportunity.



There is currently no active rock source to provide riprap material for local improvement projects. Development of this site would provide the opportunity to build on local resources and reduce the need to depend on outside sources for material. The site is currently being used to stockpile material for use at the Greens Creek mine and future use could allow for the extraction and use of this material for the Greens Creek mine and local State and Borough projects. The proposed development would also provide additional employment opportunities for local residents and workers.

*B. Goal 4. Provide a safe, convenient, reliable, and connected transportation network to move goods and people to, from, and within Haines Borough. Aggressively maintain road, port, and harbor facilities to maximize public investment, enhance public safety and access, and provide economic opportunity.*

The proposed use would allow for increased transfer of goods and resources in and out of Haines. The location of the site is optimal for stockpiling of material for transshipment and is located in the vicinity of future proposed local development projects that would benefit from its use by reducing costs and limiting truck traffic through the townsite.

*C. Goal 5. Guide infrastructure and land development to provide an adequate supply of land for commercial and industrial development, varies residential living, and diverse recreational opportunities.*

The development of this site could facilitate future use for transportation of goods and resources in and out of Haines as well as provide a resource for material for improvement to local projects such as the Lutak Dock Replacement project and roadway improvements along Lutak Road. There are no nearby sources of material adequate to provide for the resources that these projects require.

*D. Goal 10. Support responsible development of renewable and non-renewable resources within Haines Borough.*

The proposed development is in compliance with environmental regulations and contains no anadromous streams onsite, mitigating the impact to fishery habitat. Development of this non-renewable resource would create economic opportunity to extract resources in an area that would otherwise rely on outside sources.

**SITE A - PARCELS**  
C-LTR-04-0090  
C-LTR-04-0700  
C-LTR-04-0010

# SITE PLAN

Haines Ferry Terminal



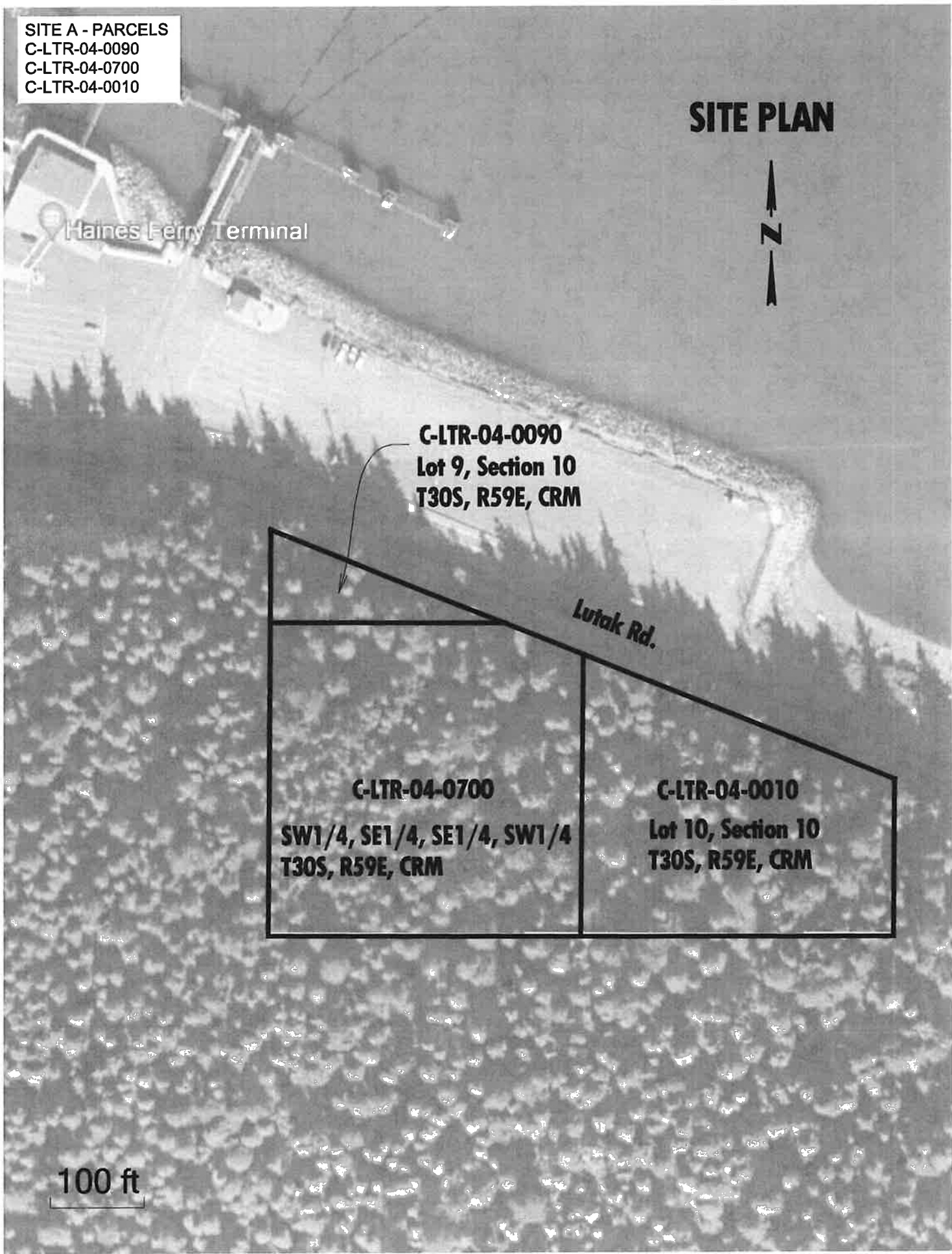
**C-LTR-04-0090**  
**Lot 9, Section 10**  
**T30S, R59E, CRM**

*Lutak Rd.*

**C-LTR-04-0700**  
**SW1/4, SE1/4, SE1/4, SW1/4**  
**T30S, R59E, CRM**

**C-LTR-04-0010**  
**Lot 10, Section 10**  
**T30S, R59E, CRM**

100 ft



# ArcGIS Web Map



SITE A - PARCELS  
C-LTR-04-0090  
C-LTR-04-0700  
C-LTR-04-0010

PROJECT LIMITS

8/22/2023, 8:22:18 AM

- Contours - contour25ts
- Parcels

1:4,514  
0 0.02 0.04 0.07 mi  
0 0.03 0.06 0.12 km  
Maxar

SITE A - PARCELS  
C-LTR-04-0090  
C-LTR-04-0700  
C-LTR-04-0010

PROPOSED ACCESS ROAD

MIN. 25' BUFFER

AREA TO BE  
CLEARED/GRUBBED THIS FALL  
PROPOSED FOR RESOURCE  
EXTRACTION

500 ft

Haines Ferry Terminal

Lutak Rd Lutak Rd

Lutak Rd

Lutak Rd

Lutak Rd

SITE B - PARCELS  
C-LTR-04-0010  
C-LTR-04-2940  
C-LTR-04-0900  
C-LTR-04-0800

# SITE PLAN



(C-LTR-04-0900)

C-LTR-04-0800  
Parcel 1  
Lot 3, Sec 10

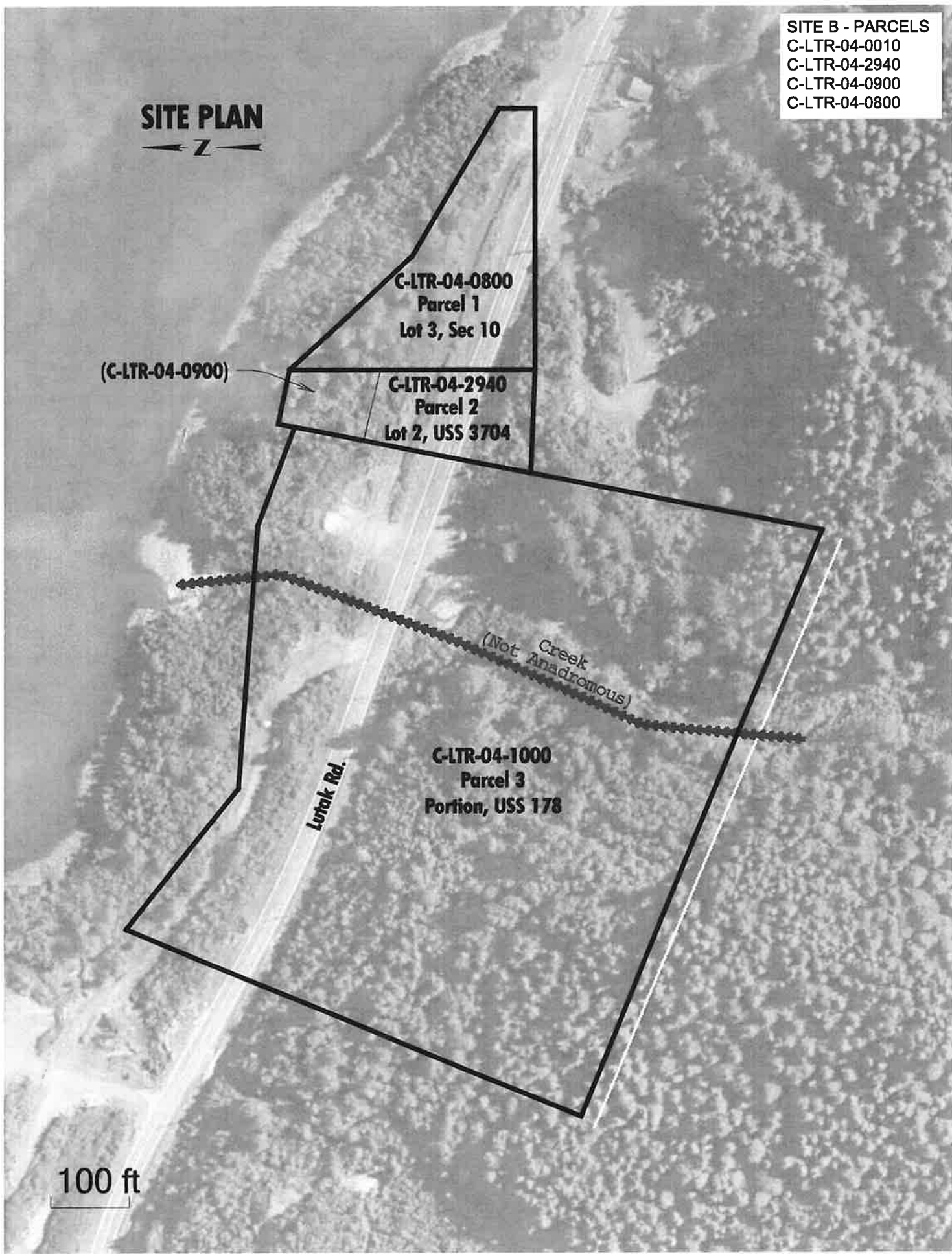
C-LTR-04-2940  
Parcel 2  
Lot 2, USS 3704

C-LTR-04-1000  
Parcel 3  
Portion, USS 178

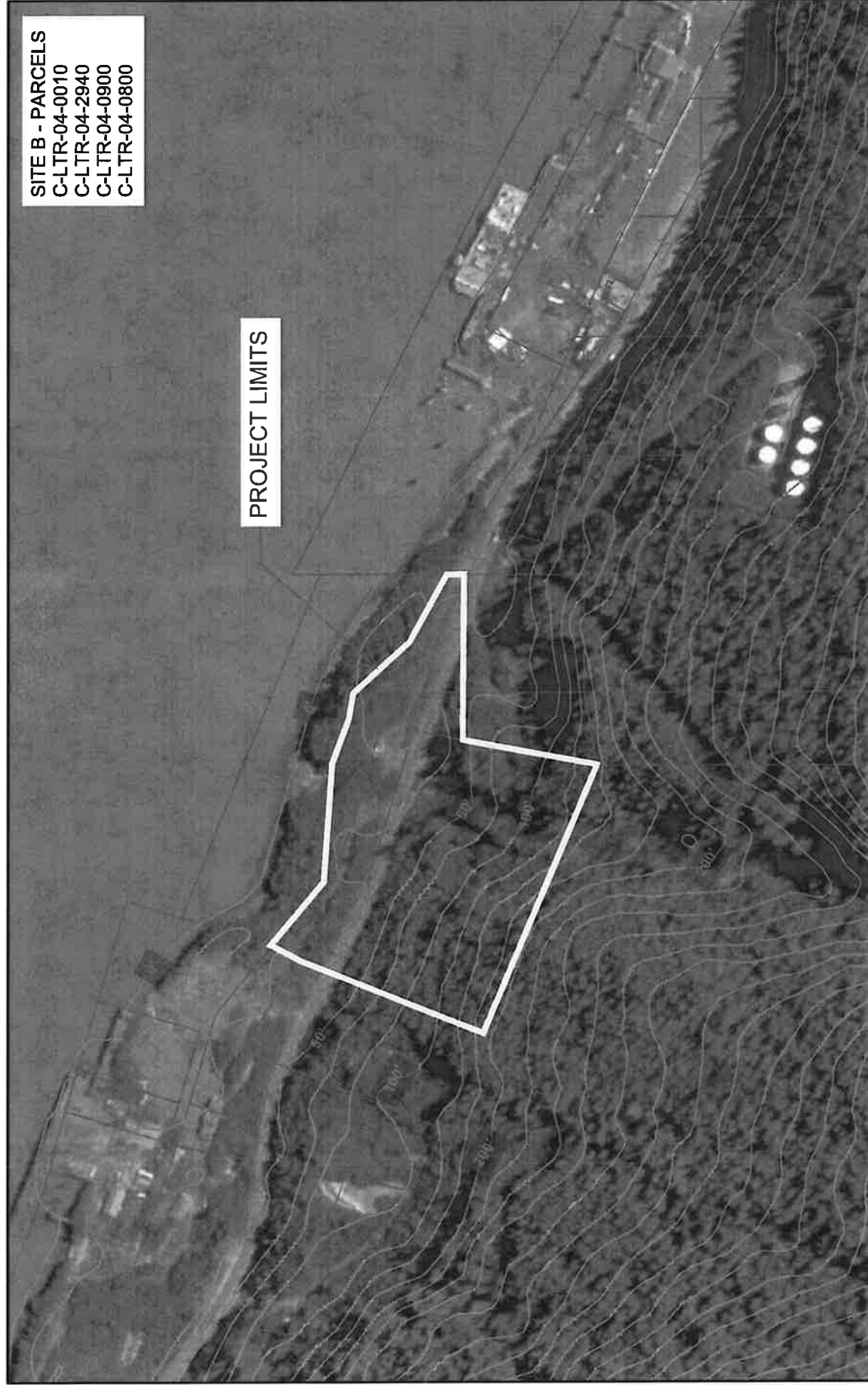
Lutvik Rd.

Creek  
(Not Anadromous)

100 ft



# ArcGIS Web Map



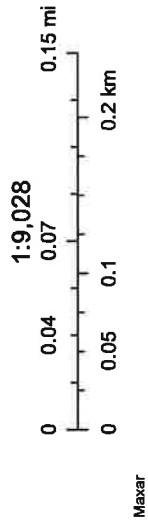
SITE B - PARCELS  
C-LTR-04-0010  
C-LTR-04-2940  
C-LTR-04-0900  
C-LTR-04-0800

PROJECT LIMITS

8/2/2023, 7:16:17 AM

— Contours - contour25'ts

□ Parcels



SITE B - PARCELS  
C-LTR-04-0010  
C-LTR-04-2940  
C-LTR-04-0900  
C-LTR-04-0800

PROPOSED  
CULVERT  
INSTALLATION

PROPOSED  
CULVERT  
INSTALLATION

EXISTING ACCESS  
POINTS TO BE  
MAINTAINED

AREA CURRENTLY USED  
FOR BULK MATERIAL  
STORAGE; PROPOSED  
STORAGE/STAGING AREA

AREA PREVIOUSLY  
CLEARED/GRUBBED  
PROPOSED FOR  
RESOURCE EXTRACTION

November 1, 2023

To: Haines Borough Assembly

From: Ann Myren and Tim McDonough

Re: Appeal to Planning Commission Decision on Conditional Use Permit (CUP) 23-87

Dear Haines Borough Assembly Members,

We are filing an appeal to reconsider CUP 23-87 passed by the Planning Commission (PC) on 10/23/23. We have been residents of the Lutak area since 1984 and regularly use the Lutak Road to go to and from Haines.

We are filing within the 10-day requirement stipulated under HBC 18.30.060. The CUP application and its review by staff and the PC were deficient in numerous aspects, including violations of the General Use Criteria [HBC 18.60.010] as well as criteria specific to the approval of Conditional Use Permits [HBC 18.50.040]. These deficiencies should have resulted in a rejection of the application by Borough staff prior to its referral to the PC, and a denial by the PC after it was brought to them for review.

Specific deficiencies:

1. HBC 18.60.010 General Use Criteria states in part:

*...a conditional use permit...may be granted if all of the following general approval criteria and applicable specific approval criteria of HBC 18.60.020 are complied with...the burden of proof is on the developer to show that the proposed use meets these criteria...no use will be approved that will materially endanger the public health or safety or decrease the value of property in the neighboring area...*

Sites A and B in the CUP are immediately adjacent to areas designated as a “Natural Hazard” in the 2007 Haines Coastal Zone Management Plan [Pg. 5-9], with the same slope contours.

“The areas mapped on Figure 5 in the Haines coastal district are designated as Natural Hazard areas (in accordance with 11 AAC 112.210(a) and 11 AAC 114.250(b))...Lutak Highway Hazardous Slopes Area. This is the area of cliffs and very steep slopes greater than 30% along the east side of Mt. Ripinski, and immediately upland of the Lutak Highway from the coastal management program boundary to extend north of the AMHS terminal. This area shall be managed to prevent erosion and subsequent avalanching by protecting the natural trees and vegetation on the steep slopes...”

The CUP application acknowledges that the site contains steep slopes with a grade of greater than 30%, which is defined as a Hazard Area according to HBC 18.60.010 (T) (see below). Removing the trees and other vegetation from CUP Site A, blasting with explosives, and excavating significant quantities of the exposed rock wall has the potential to trigger landslides and avalanches that could reach Lutak Road and endanger the health and safety of the community. The applicant’s argument that blasting and excavation might make the area safer from landslides and avalanches was unsupported by any technical analyses from credible sources specific to this area. Citing anecdotes from other areas in S.E Alaska that may have very different geologic conditions should have been insufficient “proof” to the PC. One PC member raised the issue of potential instability for the hillside above the planned excavation site but was dismissed by the rest of the body, even after the applicant responded



that the area in question above their planned excavation was beyond their control. The PC ignored a suggestion from a member of the public who advocated for a delay in the decision while the State completes a new publication on slope stability for the Lutak area.

The highway is used on a regular basis by locals driving to and from town, visitors arriving and departing on the ferry, and many pedestrians and bicyclists (both locals and tour excursions.) Many municipalities, ski resorts, etc., routinely use explosives to *purposefully* trigger avalanches; allowing the use of explosives on a hillside adjacent to a high-traffic area known to have landslide potential presents an unnecessary risk to the general public.

The following subsections of the Borough's General Use Criteria are also relevant:

- a. *Criteria B. Reviewing Parties. Due deference has been given to the comments and recommendations of reviewing parties.*

The zoom link to the PC meeting was non-functional, denying members of the public the opportunity to participate and have their concerns addressed.

- b. *Criteria E. Traffic. The proposed use shall not overload the existing street system with traffic or result in unsafe streets or dangers to pedestrians.*

The applicant did not provide accurate estimates of truck traffic, however, it was noted that they currently fill 3-4 barges /year with aggregate for export and that level of activity could increase if they secure more contracts. Trucks would be crossing the road (as opposed to driving down the road,) and could present a much higher danger to other users of the highway, especially given the proximity to the ferry terminal and the use of Lutak Road by residents, visitors, and tour operators. While the PC added a condition that would prohibit blasting two hours before the ferry arrives and two hours after a ferry departs, no condition was established regarding the truck traffic that would be crossing the road as a result of the blasting.

- c. *Criteria M. Peak Use. The proposed use shall not result in significantly different peak use characteristics than surrounding uses or other uses allowed in the zone.*

Blasting/excavation activities would significantly change the peak use characteristics for other uses such as commuting traffic and the operation of bike and bus tours.

- d. *Criteria N. Off-Site Impacts. The proposed use shall not have significant negative impacts on the surrounding properties including excessive noise, fumes or odors, glare, smoke, light, vibration, dust, litter...or become a nuisance as defined in HBC 8.12.020...*

The blasting and excavation will create significant levels of noise, dust, fumes, odors, vibration, etc., and nuisance is defined in Code as: (B) to annoy, injure or endanger the safety, health, comfort, or repose of the public; and (C) to interfere with, obstruct, or render dangerous any street, highway, sidewalk, right-of-way, navigable lake, or stream.

- e. *Criteria T. Hazard Areas. Development which is not designed and engineered to mitigate the risk of loss of life or property is prohibited in the following hazard areas: ...4. Slopes greater than 30 percent...6. Rock and mudslide areas...*

Sites in the CUP qualify as "hazard areas" because the slope is greater than 30% and there have been numerous landslides and rockslides in past years (See Chilkat Valley News article 3/10/2016.) Between October

27<sup>th</sup> and October 29<sup>th</sup> of this year there were 39 reported earthquakes centered less than 40 miles from Haines with two measuring over 5.0 on the Richter scale - seismic events and blasting activities coupled to major rain or snow events in a steep slope area could lead to significantly increased risks to the public.

2. Approval criteria specific to the issuance of a CUP [HBC 18.50.040] were insufficiently supported. The sites listed in the CUP are within the Townsite Service Area and zoned Waterfront Industrial, which allows for natural resource *export* but not resource *extraction* as a use by right, unlike Heavy Industrial. Therefore a CUP is required and the following criteria must be met:

a. *Criteria #1: The use is so located on the site as to avoid undue noise and other nuisances and dangers*

The use cannot be located on this site such that undue noise, nuisances (described above) and other dangers are avoided.

b. *Criterion #5: The granting of the conditional use will not be harmful to the public safety, health or welfare...*

See discussion under General Use Criteria above re: endangering public health and safety.

c. *Criteria #8: Comments received from property owners impacted by the proposed development have been considered and given their due weight...*

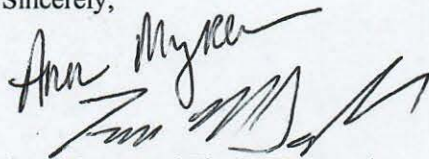
See response under General Use *Criteria B* above.

Final remarks:

Borough Code requires the applicant to demonstrate by a preponderance of the evidence that their application for a CUP should be granted. The absence of a professional evaluation of the dangers to public safety and welfare from the proposed blasting and excavation in a landslide-prone area, coupled to the prohibition against creating a nuisance to the general public should raise a red flag for the Borough. With or without a catastrophic event, the increased traffic, noise, dust, and danger will compromise other uses of the road and any injury, death, or financial impact that might result from this Borough-approved development could lead to significant legal and financial liability.

We respectfully request the Borough Assembly schedule a hearing on the PC decision at its next meeting.

Sincerely,



Ann Myren and Tim McDonough  
Box 951  
Haines AK 99827

11/7/23

To: Haines Borough Assembly and Mayor Morphet  
From: Gershon Cohen  
Re: Request for Hearing to Appeal CUP 23-87

Dear Haines Borough Assembly Members and Mayor Morphet,

Please grant this request for a hearing to review the Planning Commission's decision of October 23<sup>rd</sup> on CUP 23-87. Technical and procedural shortcomings should have precluded the CUP 23-87 application from being reviewed, let alone approved for the following reasons (this list is not exhaustive):

1. The review of blasting/excavating a 30% slope "hazard area" (HBC 18.60.010 (T)) without a site-specific engineering design didn't adequately address public safety and welfare concerns (HBC 18.60.010), and
2. The impacts on peak use, traffic patterns and other off-site uses of the area by commuters, tour operators and cyclists were inadequately considered (HBC 18.60.010 (E), (M), (N)), and
3. A CUP should not be granted if it will create nuisance conditions (HBC 18.12.020 (B), (C)), and
4. Waterfront/Industrial zones should not allow resource extraction when the activity could compromise marine-related uses (HBC 18.70.030(A)(3)).

Based on the inadequate review and potential violation of these Code provisions and/or insufficient support from the applicant, a hearing on this permit is clearly justified. Furthermore, prompted by the specifics of this particular application/review, two fundamental questions for the Assembly and the Planning Commission also need to be addressed:

1. How elected officials should approach land use decisions in the Borough when there is a potential conflict between private gain and the common good, and
2. At what point in the review process should the Borough have a full description of a developers' intent, so permit decisions are based on a clear understanding of the downstream impacts from the activity?

The fact that we have planning and zoning rules and we can and do impose conditions on developments in the Borough demonstrates the right to make a profit does not automatically trump the needs and concerns of the greater community. Where the balance point might be in any specific case is up to you. The applicant of CUP 23-87 wants to make a profit through resource extraction and claims there could be an additional benefit by reducing the risk from future landslides, which is not only unproven by their submission, the opposite may in fact be true. They assert having a gravel-producing operation near the dock will reduce truck traffic through town from their Chilkat River facility, but we have no reason to assume they won't operate both facilities if it is in their best interest, since both will be permitted. These benefits to the applicant need to be weighed in terms of the common good, and our Code provides the standards to do so.

Last spring the applicant requested the minimal Site Development Permit to remove vegetation and grade the parcel. They didn't mention future use, and the Borough didn't ask. Aside from their unpermitted activities and the Borough's acceptance of a ridiculous value assessment that limited the amount of fines for violating Code, are we supposed to believe the developer didn't already plan on the property becoming a gravel pit?

Defining activities as minimally as possible at each step so that each individual step is hard to oppose is a strategy used to generate momentum towards an internal goal. This strategy is known as "permit creep," and Congress passed a law to address this problem over fifty years ago when federal permits are required. The National Environmental Policy Act (NEPA) requires the cumulative social, economic, and environmental

impacts of related activities of a project to be considered up front. The Borough should incorporate the NEPA principle into its permit review processes so elected officials and the broader community go into permitting decisions with eyes wide open.

The permitting of development activities can have significant consequences; it is your responsibility to adequately weigh these consequences in terms of the best interests of the community as a whole.

Thank you for considering this request.

Gershon Cohen  
Box 956  
Haines, Alaska 99827

Appeal of Conditional Use Permit #23-87 Resource Extraction - Glacier Construction Inc. dba Southeast Road Builders - Site A: C-LTR-04-0090, et al; Site B: C-LTR-04-1000, et al - Waterfront Industrial Zone

**18.60.010 - D. Access - Primary and fundamental grounds for appeal to deny:** “Access: All lots on which development is planned are **required to have legal road access before an application for a development may be considered** and physical road access must be completed to borough standards before any work on the development is started.”

In **V A.** CUP 23-87 acknowledges that Site A has no road access and per applicant: “Legal access to these parcels is being development in coordination with the Alaska Department of Transportation (AKDOT&PF). Coordination with the AKDOT&PF will be ongoing throughout the duration of development to ensure compliance with all permits and guidelines....”

**18.60.010 - T. Hazard Area - Secondary and fundamental grounds for appeal to deny:** “Development which is not designed and engineered to mitigate the risk of loss of life or property is prohibited in the following hazard areas: 2. Avalanche outfall area; 4. Slopes greater than 30%; 6. Rock and mudslide areas. (For information regarding the location of the hazard areas, see the most recent version of the borough map entitled ‘Flood Plain and Flood Hazards Map.’)” Note: Map(s) for conditions 2. And 6. Are not referenced, yet should be required.

CUP 23-87 should not be granted or further considered until August 2024 or later when the Manager, Planner, and Planning Commission are able to consult the University of Alaska LiDAR Report subsequent to the December 2020 slide incident.

The borough has a responsibility to the public and by above referenced code to know if the report addresses possible slide conditions on the proposed section of uplands for CUP23-87 or any other proposed development along Lutak Road, and to consider decisions based on the LiDAR Report. There is no reference to the pending report or a statement that the LiDAR Report would not be relevant to CUP 23-87.

The added burden on borough staff and elected officials as well as significant public push back resulting from insufficient public relations and public information are highlighted by this now contested CUP.

The Borough states that there were **no comments received on CUP 23-87 prior to the October 6, 2023** Managers report - Although the people who drive Lutak Road to go to or from home; hike, bicycle or participate in tours to Chilkoot State Park are not residents within the prescribed 500 feet for notice, this heavy industrial resource extraction permit will impact far more people and businesses than the highly contested permit and drawn out hearings involving Southeast Road Builders blasting and transporting for resource extraction that impacted residents along Young Road several years back.

Respectfully submitted,

Carol Tuyenman

**From:** [Steve Virg-In](#)  
**To:** [Alekka Fullerton](#)  
**Subject:** Conditional Use Permit 23-87  
**Date:** Friday, November 3, 2023 11:38:28 AM

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**EXTERNAL EMAIL: Do not open links or attachments unless you recognize the sender and know the content is safe.**

*To whom it may concern.*

*Sarah and I want to express our total support for the current conditional use permit issued for the Lutak Road gravel project.*

*As homeowners at the end of Lutak Road since 1988, We are thankful that development and use of idle land is underway for the benefit of businesses and the community of Haines.*

*We believe that any opposition to this permit is detrimental to the overall welfare of the community and oppose any changes or restrictions.*

*Respectfully,*

*Steve and Sarah Virg-In  
#777 10 Mile Lutak Road*

**From:** [Mandy Reigle](#)  
**To:** [Alekka Fullerton](#)  
**Subject:** CUP 23-87  
**Date:** Friday, November 3, 2023 11:52:15 AM

---

**EXTERNAL EMAIL: Do not open links or attachments unless you recognize the sender and know the content is safe.**

Hi,

I'd like to see this issue revisited.

I don't think it is safe to disrupt this section of Lutak Rd.

The people of Lutak are submitting an appeal of this permit. I support this appeal. Please do not allow further destabilization of this area.

Thanks,

Mandy Reigle

--

**Mandy Reigle**

REALTOR serving Haines and Skagway, Alaska

907-465-7555

Coldwell Banker Race Realty

**From:** [Greg Folta](#)  
**To:** [Alekka Fullerton](#)  
**Subject:** Lutak conditional use permit  
**Date:** Saturday, November 4, 2023 3:08:36 PM

---

**EXTERNAL EMAIL: Do not open links or attachments unless you recognize the sender and know the content is safe.**

Dear Ms. Fullerton,

I support revisiting the permitting of the recent dirt removal and clearing along Lutak Road would like to see the Assembly have a hearing about the Lutak CUP.

As a homeowner for 53 years at Lutak, it is concerning for me that this project continues without further discussion.

Thank you for considering our request.

Richard Folta

Julie Folta

Greg Folta

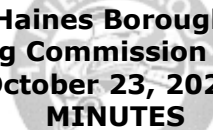


**From:** [Richard Buck](#)  
**To:** [Alekka Fullerton](#)  
**Subject:** Letter  
**Date:** Monday, November 6, 2023 1:18:16 PM

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EXTERNAL EMAIL: Do not open links or attachments unless you recognize the sender and know the content is safe.

Anne Myron wrote a letter concerning the planning commission granting permission for SE Roadbuilders to excavate an area close to the ferry terminal on Lutak Road. I agree with her concerns and wish that the commission would agree to revisit the decision. Richard Buck

  
**Haines Borough**  
**Planning Commission Meeting**  
**October 23, 2023**  
**MINUTES**

**Draft**

- 1. CALL TO ORDER/PLEDGE TO THE FLAG/ROLL CALL:** Chair **Ferrin** called the meeting to order at 6:30 pm in the assembly chambers and on zoom, and led the pledge to the flag.

**Present:** Zack **Ferrin**/Chair, Diana **Lapham**/Vice Chair, Don **Turner Jr.**, Justin **Mitman**, Richard **Clement**, Travis **Eckhoff**, and Scott **Hansen**.

**Staff Present:** Annette **Kreitzer**/Borough Manager, Kiersten **Long**/Deputy Clerk, Alekka **Fullerton**/Clerk, Douglas **Olerud**/Mayor, and Andrew **Conrad**/Planner.

**Visitors Present:** TJ **Mason** with Southeast Road Builders, Gerson **Cohen**, Riley **Hall**, Patty **Brown**, Andy **Hedden**, Rachel **Saitzyk**, Derek **Poinsette**, Tom **Morphet**, and others.

- 2. APPROVAL OF AGENDA & CONSENT AGENDA:** The following Items were on the published consent agenda indicated by an asterisk (\*)  
3 – Approve Minutes from 8-10-23 Regular Planning Commission Meeting

**Motion:** **LAPHAM** moved to “approve the agenda and the consent agenda” and the motion carried unanimously.

**\*3. APPROVAL OF MINUTES:**

*Note: The Minutes were approved by approval of the consent agenda: “Approve minutes from 8-10-23 Regular Planning Commission Meeting.”*

**4. PUBLIC COMMENTS:**

**Brown** – Thank you to the outgoing commissioners

**5. CHAIRMAN'S REPORT: None**

**6. ASSEMBLY LIAISON REPORT: None**

**7. SUBCOMMITTEE REPORTS: None**

**8. COMMISSION COMMENTS:**

**Turner** – Response to a written public comment received

**9. STAFF REPORT: Conrad**

**10. PUBLIC HEARINGS:**

- A. Conditional Use Permit 23-88 Medium Commercial in a Heavy Industrial Zone – Andy Hedden – C-WES-0A-0200 – Heavy Industrial Zone.**

**Ferrin and Mitman** disclosed they were members of the Ugly’s but have no financial interest.

Commissioners discussed HBC 18.50.040(A) 1-8 Conditional Use Criteria for CUP 23-59

**1) The use is so located on the site as to avoid undue noise and other nuisances and dangers;**

After discussion, the commission unanimously adopted the Manager’s recommendation for criteria #1 since the proposed use is consistent with the zoning and the adjoining property uses.

**2) The development of the use is such that the value of the adjoining property will not be significantly impaired;**

After discussion, the commission unanimously adopted the Manager’s recommendation for criteria #2 since there is no change in use of the area since it is zoned heavy industrial.

**10A Conditional Use Permit 23-88 Medium Commercial in a Heavy Industrial Zone –  
Andy Hedden – C-WES-0A-0200 – Heavy Industrial Zone (continued)**

Discussion of HBC 18.50.040(A) 1-8 Conditional Use Criteria for CUP 23-88- *Continued*

**3) The size and scale of the use is such that existing public services and facilities are adequate to serve the proposed use;**

After discussion, the commission unanimously adopted the Manager's recommendation for criteria #3 since the proposed use will not significantly increase public services.

**4) The specific development scheme of the use is consistent and in harmony with the comprehensive plan and surrounding land uses;**

After discussion, the commission unanimously adopted the Manager's recommendation for criteria #4 since the use is consistent with the zoning and the applicant is a tour operator which is consistent with comp plan section 5.8.5 Tourism.

**5) The granting of the conditional use will not be harmful to the public safety, health or welfare;**

After discussion, the commission unanimously adopted the Manager's recommendation for criteria #5 since the use will not harm public safety, health or welfare.

**6) The use will not significantly cause erosion, ground or surface water contamination or significant adverse alteration of fish habitat on any parcel adjacent to state – identified anadromous streams;**

After discussion, the commission unanimously adopted the Manager's recommendation for criteria #6 since there will be no additional erosion, applicant stated they are not using chemicals.

**7) The use will comply with all required condition and specifications if located where proposed and developed, and operated according to the plan as submitted and approved.**

After discussion, the commission unanimously adopted the Manager's recommendation for criteria #7.

**8) Comments received from property owners impacted by the proposed development have been considered and given their due weight;**

After discussion, the commission unanimously adopted the Manager's recommendation for criteria #8 since there were no comments received from the public.

**Motion:** LAPHAM moved to "approve conditional use permit 23-88 Medium Commercial activity in a Heavy Industrial Zone with the borough's recommendations attached" and the motion carried unanimously.

**B. Conditional Use Permit 23-87 Resource Extraction – Glacier Construction Inc.  
dba Southeast Road Builders –**

**Site A: C-LTR-04-00900, C-LTR-04-0700, C-LTR-04-0010**

**Site B: C-LTR-04-1000, C-LTR-04-2940, C-LTR-04-0900, C-LTR-04-0800**

**Presentation by TJ Mason from Southeast Road Builders.**

**Public Comments:**

**Cohen** – believes that the permit must be denied since there are several sites that have different functions; could have significant impact on public safety and welfare.

**B. Conditional Use Permit 23-87 Resource Extraction – Glacier Construction Inc.  
dba Southeast Road Builders –**

**Site A: C-LTR-04-00900, C-LTR-04-0700, C-LTR-04-0010**

**Site B: C-LTR-04-1000, C-LTR-04-2940, C-LTR-04-0900, C-LTR-04-0800 – Continued**

**Public Comments-** *Continued*

**Saitzyk** – Concerned about failed area from 2020 storm event – we need more data about the area; wondering about mitigation regarding reclamation. Manager’s report was thoughtful and thorough.

**Brown** – Industrial use in an industrial zone. Concerned about stability of slope, local need for rock, restrictions on public use during blasting- two sites so should be two permits.

**Morphet** – giant boulder came off that slope about 7 years ago.

**Planner** – no restriction on permits being limited to one parcel.

Commissioner discussed HBC 18.50.040(A) 1-8 Conditional Use Criteria for CUP 23-87

**1) The use is so located on the site as to avoid undue noise and other nuisances and dangers;**

After discussion, the commission adopted the Manager’s recommendation for criteria #1 since this is a heavy industrial area so the use is consistent, development of the site may improve the rock fall hazards that occur right now. By blasting down to bed rock and the cuts move back away from the road the safer it will be. Truck traffic from 4.5 mile to the site is a use by right.

**2) The development of the use is such that the value of the adjoining property will not be significantly impaired;**

After discussion, the commission unanimously agreed with the Manager’s recommendation for criteria #2 since the adjoining properties have similar uses it will not impair the value.

**3) The size and scale of the use is such that existing public services and facilities are adequate to serve the proposed use;**

After discussion, the commission unanimously agreed with the Manager’s recommendation for criteria #3 since there are no borough utilities.

**4) The specific development scheme of the use is consistent and in harmony with the comprehensive plan and surrounding land uses;**

After discussion, the commission unanimously agreed with the Manager’s recommendation for criteria #4 since the use is harmonious with the surrounding land uses and is consistent with the comprehensive plan section 7.2.1 and 7.3.5.

**5) The granting of the conditional use will not be harmful to the public safety, health or welfare;**

After discussion, the commission agreed with the Manager’s recommendation for criteria #5 since the blasting concerns are covered by OCHS and ATF. Traffic will be about the same since the source is so close to the shipping area, and blasting the mountain should improve public safety and welfare.

**B. Conditional Use Permit 23-87 Resource Extraction – Glacier Construction Inc.  
dba Southeast Road Builders –**

**Site A: C-LTR-04-00900, C-LTR-04-0700, C-LTR-04-0010**

**Site B: C-LTR-04-1000, C-LTR-04-2940, C-LTR-04-0900, C-LTR-04-0800 – Continued**

Discussion of HBC 18.50.040(A) 1-8 Conditional Use Criteria for CUP 23-59- Continued

**6) The use will not significantly cause erosion, ground or surface water contamination or significant adverse alteration of fish habitat on any parcel adjacent to state – identified anadromous streams;**

After discussion, the commission unanimously agreed with the Manager's recommendation for criteria #6 since the applicant provides erosion protection with the state and federal permits. Site A has no problem with runoff, and the more site B gets pushed back the safer it will be.

**7) The use will comply with all required condition and specifications if located where proposed and developed, and operated according to the plan as submitted and approved.**

After discussion, the commission unanimously agreed with the Manager's recommendation for criteria #7 since the development is achievable with the existing plan.

**8) Comments received from property owners impacted by the proposed development have been considered and given their due weight;**

After discussion, the commission unanimously agreed with the Manager's recommendation for criteria #8 all public comments have been considered and answers have been provided by the

Planner corrected a clerical error in the manager's recommendation re general approval criteria D paragraph 3 in the recommendation should indicate site A not site B.

**Motion: LAPHAM** moved to "approve conditional use permit #23-87 Resource Extraction with the following conditions:

- a) The applicant needs to coordinate (align) with the Alaska Marine Highway System for blasting within 2 hours of ferry arrival/departure;
- b) The applicant shall provide a copy of all plans and SWPPP (Storm Water Pollution Prevention Plan) to the Borough before implementation of the project;
- c) Adopt Borough recommendations 1-7

**Primary Amendment: Turner** moved to "amend the permit time to 5 years" and the motion carried unanimously.

**Primary Amendment: Eckhoff** moved to "Amend recommendation #2 – to submit a reclamation plan developed and sealed by a professional engineer," and the motion carried 6-1 with **Mitman** opposed.

and the motion, as amended, carried 6-1 with **Mitman** opposed.

**10C. Resolution 23-09-1064**

A Resolution of the Haines Borough Assembly placing a Moratorium on New Heliports Located within 10 miles of an Existing Heliport in the Haines Borough.

**Public Comment:** **Hall** spoke regarding this agenda item. Maybe criteria should not be distance from each other but distance from homes.

**Motion:** **Lapham** moved to "Support Resolution 23-09-1064 and the conversation which followed" and the motion carried 6-1 with **Clement** opposed

**11. UNFINISHED BUSINESS:** None

**12. NEW BUSINESS:** None

**13. PUBLIC COMMENTS:**

**Poinsette, Saitzyk, Olerud** all thanked the planning commission for their service.

**14. ANNOUNCEMENTS / COMMISSION COMMENTS:**

Goodbye comments: **Mitman, Lapham, Turner, Clement, Hansen, Eckhoff, Ferrin**

**15. CORRESPONDENCE:** None

**16. SET MEETING DATE: 11/9/23 at 6:30 in the Assembly Chambers and on Zoom**

**17. ADJOURNMENT: 8:43 p.m.**

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ATTEST:

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Alekka Fullerton, MMC, Borough Clerk



# Haines Borough

# PC10B

Planning and Zoning

103 Third Ave. S., Haines, Alaska, 99827. Box 1209

(907) 766-6401 \* Fax: (907) 766-2716

## APPLICATION FOR CONDITIONAL USE PERMIT

Permit#: 23-87

Date: \_\_\_\_\_

Use this form for approval by the Planning Commission. **\$150 non-refundable application fee**

<b>I. Property Owner/Agent</b>		<b>Owner's Contractor(If Any)</b>	
Name: Glacier Construction Inc. dba Southeast Road Builders		Name:	
Mailing Address: HC 60 Box 4800, Haines Hwy Haines, AK 99827		Haines Borough Business License #:	
Contact Phone: (907) 766-2833		Alaska Business License #:	
Fax: (907) 766-2832 rschnabel@colaska.com		Contractor's License #:	
E-mail: dlaframboise@colaska.com		Mailing Address:	
		Contact Phone:	
		Fax:	
		E-mail:	
<b>II. Property Information</b>			
Size of Property: Approx. 27 Acres total; Site A = 5.2 Acres, Site B = 21 Acres			
Property Tax #: SITE A: C-LTR-04-0090, C-LTR-04-0700, and C-LTR-04-0010 SITE B: C-LTR-04-1000, C-LTR-04-2940, C-LTR-04-0900, and C-LTR-04-0800			
Street Address: See attached Site Maps; Approx. MP 4 Lutak Road			
Legal Description: Lot (s) _____ Block _____ Subdivision _____			
<b>OR</b>			
Parcel/Tract _____ Section _____ Township _____ Range _____			
[Attach additional page if necessary.] See attached Site Maps			
Zoning: <input type="checkbox"/> Waterfront <input type="checkbox"/> Single Residential <input 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 checked="" type="checkbox"/> Waterfront Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial Light Commercial <input type="checkbox"/> Recreational <input type="checkbox"/> Mud Bay Zoning District <input type="checkbox"/> Lutak Zoning District <input type="checkbox"/> General Use			
<b>III. Description of Work</b>			
<b>Type of Application</b> (Check all that apply) <input type="checkbox"/> Residential <input type="checkbox"/> Commercial  _____ sq. ft.  _____ seating capacity if eating/drinking establishment <input checked="" type="checkbox"/> Industrial <input type="checkbox"/> Church <input type="checkbox"/> Other _____	<b>Project Description</b> (Check all that apply) <input 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 checked="" type="checkbox"/> Other <u>Resource Extraction</u> _____	<b>Water Supply</b> Existing or Proposed <input checked="" type="checkbox"/> None <input type="checkbox"/> Community well <input type="checkbox"/> Private well <input type="checkbox"/> Borough Water System <input type="checkbox"/> Other _____	<b>Sewage Disposal</b> Existing or Proposed <input checked="" type="checkbox"/> None <input type="checkbox"/> Septic Tank <input type="checkbox"/> Holding Tank <input type="checkbox"/> Borough Sewer System <input type="checkbox"/> Pit Privy <input type="checkbox"/> Other _____

Per HBC 13.08.100 and 18.60.010, If a property on which a use is proposed is within 200 feet of an existing, adequate public water and/or sewer system, the developer shall be required to connect to the public systems. Failure to connect will result in a minor offense subject to penalties.

Valuation of Work: \$100,000

Current use of adjacent properties: See attached for more information; Zoned Waterfront Industrial Use, Vacant State Land, Inactive Timber Mill Site, Ferry Terminal, AML Dock, Fuel Terminal

Attach the following documents to the permit application:

Site plan (see Attachment A) showing lot lines, bearings and distances, buildings, setbacks, streets, etc.

PREAPPLICATION (Required)

Pre-application Conference Date: 8/10/2023

Prior to submission of an application, the developer shall meet with the manager for the purpose of discussing the site, the proposed development and the conditional use permit procedure. The manager shall discuss these matters with the developer with special attention to policies and approval criteria that may pose problems or constraints on the site or the proposed development activity and policies or approval criteria that may create opportunities for the developer.

APPLICATION

Please provide a written narrative explaining how your project will meet the following requirements. 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. The use is so located on the site as to avoid undue noise and other nuisances and dangers.

Describe what safeguards are being provided (i.e. setbacks or buffers) to meet the condition.

Referenced Sections:

Section V. Site Conditions, Paragraph D, G  
Section VI. Methods

2. Explain how the development of the use is such that the value of the adjoining property will not be significantly impaired.

Referenced Sections:

Section II. Site Features & Zoning  
Section V. Site Conditions, Paragraphs G

3. Explain how the size and scale of the use is such that existing public services and facilities are adequate to serve the proposed use.

Referenced Sections:

Section V. Site Conditions, Paragraph B, C



4. Describe how or why the specific development scheme of the use is consistent and in harmony with the comprehensive plan and surrounding land uses.

**Referenced Sections:**

**Section II. Site Features & Zoning**  
**Section VIII. Comprehensive Plan**

5. Explain how the granting of the conditional use will not be harmful to the public safety, health or welfare.

**Referenced Sections:**

**Section V. Site Conditions, Paragraph A, B, F**

6. Describe the safeguards that will be provided so that the use will not significantly cause erosion, ground or surface water contamination or significant adverse alteration of fish habitat on any parcel adjacent to state-identified anadromous streams.

**Referenced Sections:**

**Section V. Site Conditions, Paragraph E, F**  
**Section VII. Reclamation Plan**

**NOTICE**

Per HBC 18.50.040, Comments received from property owners impacted by the proposed development will be considered and given their due weight. Additionally, the Planning Commission may impose one or more of the following conditions:

1. Development Schedule. The conditions may place a reasonable time limit on construction activity associated with the development, or any portion thereof, to minimize construction-related disruption to traffic and neighbors, to ensure that lots are not sold prior to substantial completion of required public improvements, or to implement other requirements.
2. Use. The conditions may restrict the use of the development to specific uses indicated in the approval.
3. Owner's Association. The conditions may require that if a developer, homeowner or merchant association is necessary or desirable to hold or maintain common property, that it be created prior to occupancy.
4. Dedications. The conditions may require conveyances of title, licenses, easements or other property interests to the public, to public utilities, or to the homeowners association. The conditions may require construction of public utilities or improvements to public standards and then dedication of public facilities to serve the development and the public.
5. Construction Guarantees. The conditions may require the posting of a bond or other surety or collateral (which may provide for partial releases) to ensure satisfactory completion of all improvements required by the commission.
6. Commitment Letter. The conditions may require a letter from a utility company or public agency legally committing it to serve the development if such service is required by the commission.
7. Covenants. The conditions may require the recording of covenants or other instruments satisfactory to the borough as necessary to ensure permit compliance by future owners or occupants.
8. Design. The conditions may require the adoption of design standards specific to the use and site.



**ATTACHMENT A**

**SITE PLAN REQUIREMENTS**

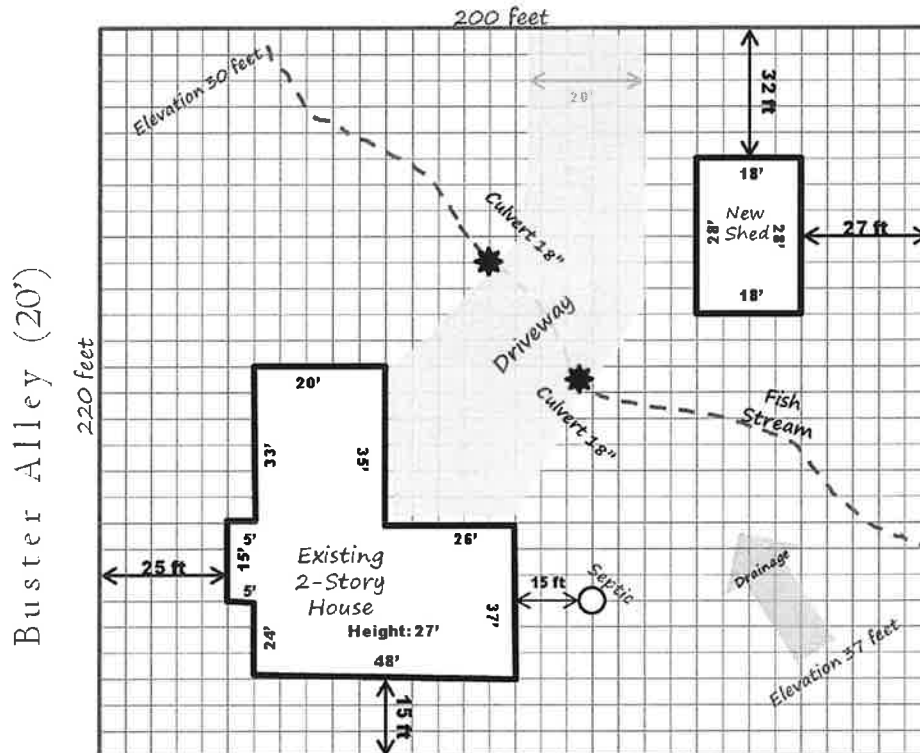
1. Drawing showing dimensions of all buildings, including elevations, of lot on which activity/use/construction is planned.
2. Existing streets, alleys, sidewalks, driveways, easements, including widths.
3. Existing buildings/structures on the property, their location, dimension and proximity to lot lines or other structures. (Measured from closest point on structure to other lot lines, structures, etc.)
4. Proposed construction—including location, dimensions, and proximity to lot lines or other structures. (Measured from closest point on structure to other lot lines, structures, etc.)
5. Existing and proposed non-building improvements, including surface water drainage plan, driveway placement, culvert(s), off street parking (location and dimensions), on-site water and/or wastewater handling systems.
6. Shore lines, steep slopes, or other evidence of natural hazards.
7. If zero lot line construction proposed, show plan for handling snowdrop onto adjoining properties.

**It is strongly recommended that an as-built survey be performed prior to submittal of the application.**

EXAMPLE SITE PLAN

*John Doe Property Tax ID X-XXX-XX-XXXX*

Ripinsky Street (60')



## APPROVAL CRITERIA

See HBC 18.60.010 for more information.

- A. **Plans.** The proposal is substantially consistent with the borough comprehensive plan and other applicable borough-adopted plans.
- B. **Reviewing Parties.** Due deference has been given to the comments and recommendations of reviewing parties.
- C. **Fire Safety and Emergency Access.** As determined by the State Fire Marshal or the borough fire chief.
- D. **Access.** All lots on which development is planned are required to have legal road access completed to borough standards.
- E. **Traffic.** The proposed use shall not overload the existing street system with traffic or result in unsafe streets or dangers to pedestrians.
- F. **Public Maintenance.** The proposed use shall not significantly increase the impact on the surrounding area from glaciation or drifting snow and shall not create significantly increased difficulty for snow removal or street maintenance.
- G. **Foundation.** All buildings intended for residential or commercial use shall be placed on a permanent foundation.
- H. **Parking.** See parking requirements in HBC 18.80.040.
- I. **Utilities.** If property on which a use is proposed is within 200 feet of an existing, adequate public water and/or sewer system, the developer shall be required to connect to the public systems. All regulations of the State Department of Environmental Conservation pertaining to water extraction and wastewater disposal, as well as the requirements of HBC 13.04.080(G) pertaining to on-site wastewater disposal, shall apply.
- J. **Drainage.** The applicant for a proposed use shall provide for the control of runoff during and after construction. All roads and parking areas shall be designed to alleviate or avoid runoff into public streets or adjoining lots and to protect rivers, lakes and streams from pollution. Developers may be required to provide for the conservation of natural features such as drainage basins and watersheds, and provide for land stability.
- K. **Walkways, Sidewalks and Bike Paths.** Easements for pedestrian access or bicycle paths may be required where shown by the borough to be necessary to provide reasonable circulation or access to streams, lakes, tidewater, schools, playgrounds, transportation facilities or other public facilities.
- L. **Construction Guarantees.** The borough may require the posting of a bond or other surety approved by the assembly to ensure that all required and necessary improvements are constructed as approved. The surety may provide for partial releases upon acceptance of the improvement by the borough.
- M. **Peak Use.** The peak use characteristics are the same as surrounding uses or other uses allowed in the zone.
- N. **Off-Site Impacts.** The proposed use shall not have significant negative impacts on the surrounding properties, including excessive noise, fumes or odors, glare, smoke, light, vibration, dust, litter, or interference in any radio or television receivers off the premises, or cause significant line voltage fluctuation off the premises or be unsightly or become a nuisance as defined in HBC 8.12.020(I). Buffering may be required to alleviate impacts between residential and nonresidential uses. The owner of the property upon which the buffering is constructed is responsible for the maintenance of the buffering in a condition that will meet the intent of this criteria.
- O. **Habitat.** A reclamation or landscaping plan may be required as a condition of approval of any use within 100 feet of a state-identified anadromous stream. The purpose of the reclamation or landscaping plan includes the control of dust, soil erosion, water runoff and siltation which otherwise would be generated on the lot and affect the surrounding area.
- P. **Anadromous Fish Stream Setbacks.** All development along state-identified anadromous fish streams will be consistent with the Haines coastal zone management program. Unless approved by variance, no development shall occur within 25 feet of the banks of anadromous fish streams, designated as such by the Alaska Department of Fish and Game. Variances from this requirement may be granted by the commission based upon the unique conditions of individual properties, the proposed development, and the recommendations of a qualified fisheries biologist.
- Q. **Open Space and Facilities.** The developer may be required to dedicate land for open space, drainage, utilities, access, parks or playgrounds. Any dedication required by the commission must be based on a written finding that the area is necessary for public use or safety and the dedication is in compliance with adopted municipal plans and policies.
- 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. See also HBC 18.60.020 (G) and HBC 18.70.050, Historic Building Districts.
- S. **National Flood Plain Regulations.** All permits shall be reviewed for compliance with HBC 18.120, Flood Plain Regulations.
- T. **Hazard Areas.** Development which is not designed and engineered to mitigate the risk of loss of life or property is prohibited in the following hazard areas: (1) The one percent floodway of all rivers and streams; (2) Avalanche outfall areas; (3) Within 500 feet of a major fault; (4) Slopes greater than 30 percent; (5) Within 300 feet of a wildfire chute; (6) Rock and mudslide areas.
- U. **Waterfront.** The following requirements apply in all waterfront zones:
  - (1) For residential use, setbacks shall be the same as those required in the residential zone. All other uses shall be required to set back 10 feet from lot lines adjacent to every street and alley and five feet from all other lot lines; (2) Public access to the waters of Portage Cove is required to be included in all permits for development on land adjacent to Portage Cove.

## **SPECIAL APPROVAL CRITERIA MAY APPLY**

See HBC 18.60.020 for more information.



## **OPERATIONS PLAN**

### **Lutak Road Property**

### **Conditional Use Permit Application**

Prepared for:

Haines Borough  
103 Third Ave. S  
PO Box 1209  
Haines, AK

**August 2023**

## I. SITE DESCRIPTION

The proposed project consists of a total of approximately 27 acres of land located 4 miles North of downtown Haines along Lutak Road. Site Maps can be found in Appendix A.

Site A, totaling 5.2 acres, is entirely located on the uplands side of Lutak road and consists of parcels C-LTR-04-0090, C-LTR-04-0700, and C-LTR-04-0010. Site B, totaling 21 acres, is located on the uplands and lowlands side, divided by Lutak Road and consists of parcels C-LTR-04-1000, C-LTR-04-2940, C-LTR-04-0900, and C-LTR-04-0800. The proposed parcels are in ownership of Glacier Construction dba. Southeast Road Builders.

## II. SITE FEATURES & ZONING

The proposed parcels are zoned Waterfront Industrial Use. Site A is comprised of undeveloped parcels made up of dense Spruce Forest. Adjacent parcels are vacant lots owned by the State of Alaska, zoned Waterfront Industrial, and Heavy Industrial Use. Site B is comprised of a developed pit site and provides existing access to the Lutak Inlet via boat ramp. Adjacent parcels consist of a timber mill site owned by Chilkoot Lumber Company to the West and vacant State of Alaska land, all zoned Waterfront Industrial Use.

The proposed development is in alignment with the use of adjoining properties. The site is located near the Alaska Marine Lines dock, timber mill site, and ferry terminal which is a heavy industrial use area. There is existing truck traffic to and from the AML yard and to the stockpile site located on Site B.

## III. EXISTING PERMITTING & USE

The existing sites are currently being developed under Site Development Permits #23-33 and #23-42, issued on May 23<sup>rd</sup>, 2023, and Land Use Permit #23-71, issued on August 14, 2023. Existing permitted development consists of clearing, grubbing, and grading of the sites. Permitted activity on Site B also consists of bulk material storage and aggregate transloading.

The existing sites are permitted with a ADEC MSGP SWPPP Permit # AKR06AB42.

Initial site development, including clearing, grubbing, and grading of the site began on Site B in June 2023 and is nearly complete. Clearing, grubbing, and grading of Site A is anticipated to begin in Fall 2023. Southeast Roadbuilders began using Site B for bulk material storage and aggregate transloading in August 2023. The proposed resource extraction is anticipated to begin in Fall 2023, or as soon as all applicable permits are approved. These sites are potential future sources of materials for local improvement projects beginning in Spring of 2024, therefore timing of development is critical.

## IV. PROPOSED USE

Southeast Road Builders is proposing to use the referenced parcels as a material source and is pursuing a conditional use permit with the Haines Borough to perform resource extraction.

Initial exploration of Site B reveals that the soil primarily consists of coarse grained gravel and sand. Proposed use includes mobilization of a wash plant and crusher unit to process material onsite, reducing truck traffic from the site to the existing processing facilities at 4.5 Mile Haines Highway. A staging area on the North side of Lutak Road has been developed to stockpile and process materials. This area will be used to stage equipment, process, and stockpile materials. The area to the South of Lutak Road has been cleared, grubbed, and scaled to provide access. Southeast Road Builders is proposing to extract material from this site for use on local State and Borough projects.

Initial site investigation of Site A reveals bedrock to be present below the surface proposing a potential source for rock excavation. Southeast Road Builders is proposing to use this site as a rock source for local improvement projects to provide fill and riprap materials. Rock excavation activities may include drilling, blasting, and crushing operations onsite.

## V. SITE CONDITIONS

A. ACCESS. The parcels that make up Site B are currently accessible via existing access points from previous landowners. Site A has no current access from Lutak Road. Legal access to these parcels is being developed in coordination with the Alaska Department of Transportation (AKDOT&PF). Coordination with the AKDOT&PF will be ongoing throughout the duration of development to ensure compliance with all permits and guidelines. The number of access points will be limited to ensure safety of the travelling public and ensure adequate sight distance for trucks to navigate the roadway. Access will be limited to the public to ensure public safety. Adequate access for fire and emergency vehicles will be maintained at all times.

B. TRAFFIC. Use of these sites will limit truck traffic from Southeast Road Builders current material source at 4.5-mile Haines Highway to the proposed site. This will significantly limit truck traffic through the Haines townsite. The safety of the public and impact on the existing two-lane paved roadway has not been significantly effected by the truck traffic from adjacent operations or material stockpiling operations that have previously taken place. Trucking operations are not anticipated to significantly differ from existing use.

C. MAINTENANCE. Southeast Road Builders proposes to use street sweepers and water trucks to control and limit dust or debris that may impact public health and safety. The site will have seasonal use limiting any impact for snow removal or winter conditions.

D. LIGHTING & UTILITIES. No permanent lighting is proposed for this development. There are no existing public sanitary sewer or water services onsite. Water will be provided by water truck from a source approved by the ADEC.

E. DRAINAGE. Stormwater control is in compliance with the current ADEC MSGP Permit. The site will be graded to control runoff and prevent sediment from leaving the site. The proposed use includes the installation of culverts to provide adequate drainage through the site and maintain existing drainage ditches. A SWPPP will be maintained throughout the duration of the project. There are no state-identified anadromous streams located on the site.

F. HAZARD AREAS. Proposed work within the one percent floodway includes the installation of culvert pipes to improve the drainage onsite and mitigate the risk of impact on streams and drainage facilities. This will allow for the control of runoff and prevent washouts from any severe weather. Southeast Road Builders is working in cooperation with the

Department of Fish and Game to ensure the protection of fish habitat throughout the duration of development. The DF&G has surveyed the existing streams onsite and has identified them as non-anadromous streams.

The proposed development is within areas that contain steep slopes greater than 30 percent. Once the site development is complete, the area will be stabilized in accordance with the ADEC SWPPP. To mitigate the risk of slope failures, rock benches will be created, and overburden will be sloped back at a 2:1 slope and stabilized with vegetation or rock.

G. NOISE. A natural buffer of 25' will be maintained between the proposed development and the adjacent roadway and properties. The proposed development is in alignment with adjacent property use. The nearest residential dwelling is approximately a mile from the site. Any blasting operations will be completed during the regular hours of operation. Adequate notice of drilling and blasting operations will be given to the public, FAA, and nearby landowners.

## VI. METHODS

The proposed hours of operation for the site will be from 6:00 AM to 6:00 PM. Materials transloading activities may differ outside of normal hours of operation but will not impact residents as all work will be done onsite.

No hazardous material or fuel will be stored onsite. Southeast Road Builders has a service oiler that will mobilize to the site to fuel and grease equipment as needed.

No explosives will be stored onsite, except when they are immediately necessary for blasting operations.

## VII. RECLAMATION PLAN

Throughout the duration of construction, the site will be reclaimed as necessary. Exposed rock faces will be benched with standard 30'-40' lifts. Floors will be graded to promote adequate drainage. Final slopes will be seeded, or rock lined for final stabilization as needed.

A final reclamation plan will be developed as the project progresses.

## VIII. COMPREHENSIVE PLAN

The proposed development is in alignment with the following goals that the Borough has outlined in the current Comprehensive Plan:

A. Goal 3. Achieve a strong, diversified local economy that provides employment and income for all citizens that desire to work while protecting the health of the environment and quality of life. Build on local assets and competitive advantages to create economic opportunity.



There is currently no active rock source to provide riprap material for local improvement projects. Development of this site would provide the opportunity to build on local resources and reduce the need to depend on outside sources for material. The site is currently being used to stockpile material for use at the Greens Creek mine and future use could allow for the extraction and use of this material for the Greens Creek mine and local State and Borough projects. The proposed development would also provide additional employment opportunities for local residents and workers.

*B. Goal 4. Provide a safe, convenient, reliable, and connected transportation network to move goods and people to, from, and within Haines Borough. Aggressively maintain road, port, and harbor facilities to maximize public investment, enhance public safety and access, and provide economic opportunity.*

The proposed use would allow for increased transfer of goods and resources in and out of Haines. The location of the site is optimal for stockpiling of material for transshipment and is located in the vicinity of future proposed local development projects that would benefit from its use by reducing costs and limiting truck traffic through the townsite.

*C. Goal 5. Guide infrastructure and land development to provide an adequate supply of land for commercial and industrial development, varies residential living, and diverse recreational opportunities.*

The development of this site could facilitate future use for transportation of goods and resources in and out of Haines as well as provide a resource for material for improvement to local projects such as the Lutak Dock Replacement project and roadway improvements along Lutak Road. There are no nearby sources of material adequate to provide for the resources that these projects require.

*D. Goal 10. Support responsible development of renewable and non-renewable resources within Haines Borough.*

The proposed development is in compliance with environmental regulations and contains no anadromous streams onsite, mitigating the impact to fishery habitat. Development of this non-renewable resource would create economic opportunity to extract resources in an area that would otherwise rely on outside sources.

**SITE A - PARCELS**  
C-LTR-04-0090  
C-LTR-04-0700  
C-LTR-04-0010

# SITE PLAN

Haines Ferry Terminal



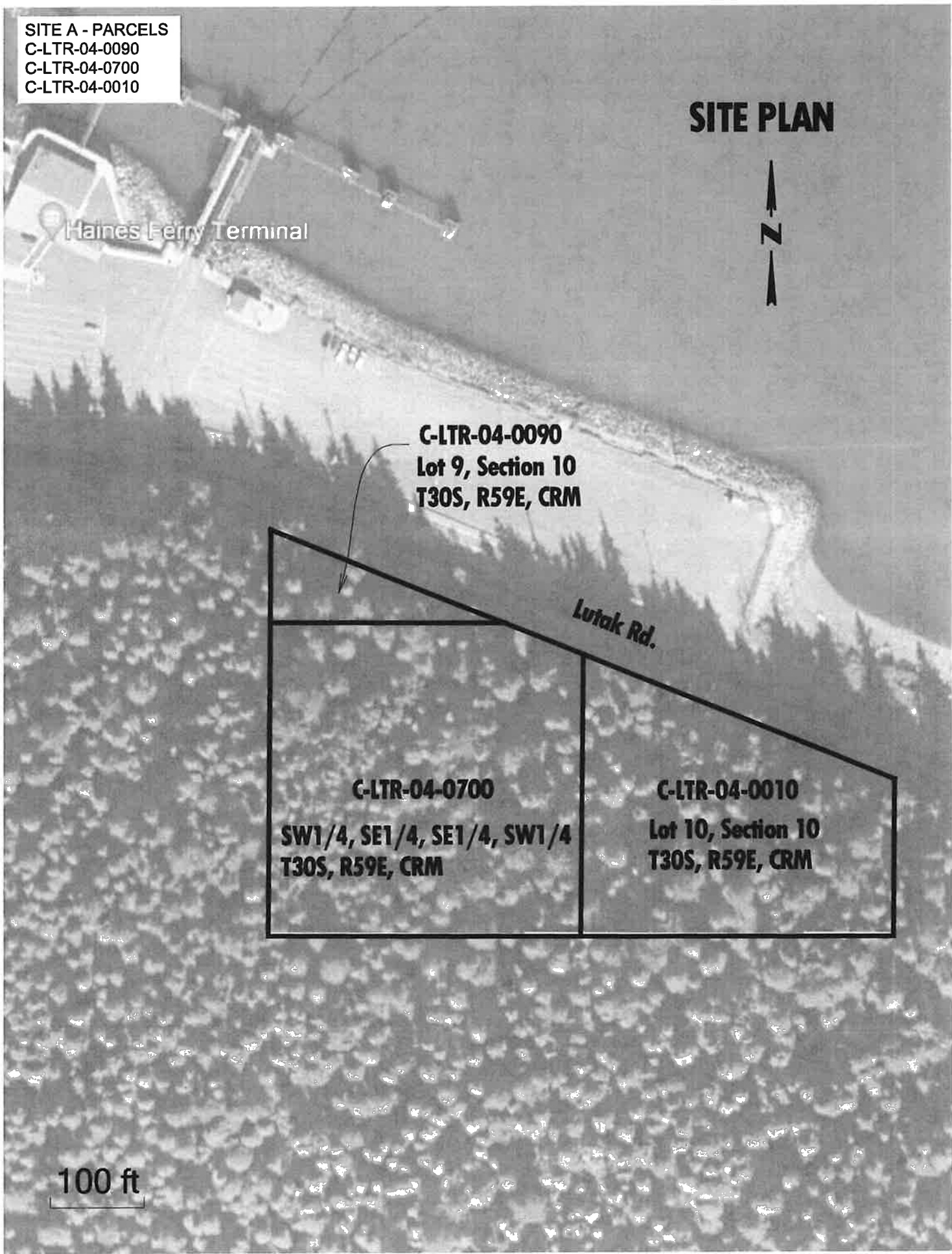
**C-LTR-04-0090**  
**Lot 9, Section 10**  
**T30S, R59E, CRM**

*Lutak Rd.*

**C-LTR-04-0700**  
**SW1/4, SE1/4, SE1/4, SW1/4**  
**T30S, R59E, CRM**

**C-LTR-04-0010**  
**Lot 10, Section 10**  
**T30S, R59E, CRM**

100 ft



# ArcGIS Web Map



**SITE A - PARCELS**  
C-LTR-04-0090  
C-LTR-04-0700  
C-LTR-04-0010

**PROJECT LIMITS**

8/22/2023, 8:22:18 AM

- Contours - contour25ts
- Parcels

1:4,514  
0 0.02 0.04 0.07 mi  
0 0.03 0.06 0.12 km  
Maxar

SITE A - PARCELS  
C-LTR-04-0090  
C-LTR-04-0700  
C-LTR-04-0010

PROPOSED ACCESS ROAD

MIN. 25' BUFFER

AREA TO BE  
CLEARED/GRUBBED THIS FALL  
PROPOSED FOR RESOURCE  
EXTRACTION

500 ft

Haines Ferry Terminal

Lutak Rd Lutak Rd

Lutak Rd

Lutak Rd

Lutak Rd

SITE B - PARCELS  
C-LTR-04-0010  
C-LTR-04-2940  
C-LTR-04-0900  
C-LTR-04-0800

# SITE PLAN



(C-LTR-04-0900)

C-LTR-04-0800  
Parcel 1  
Lot 3, Sec 10

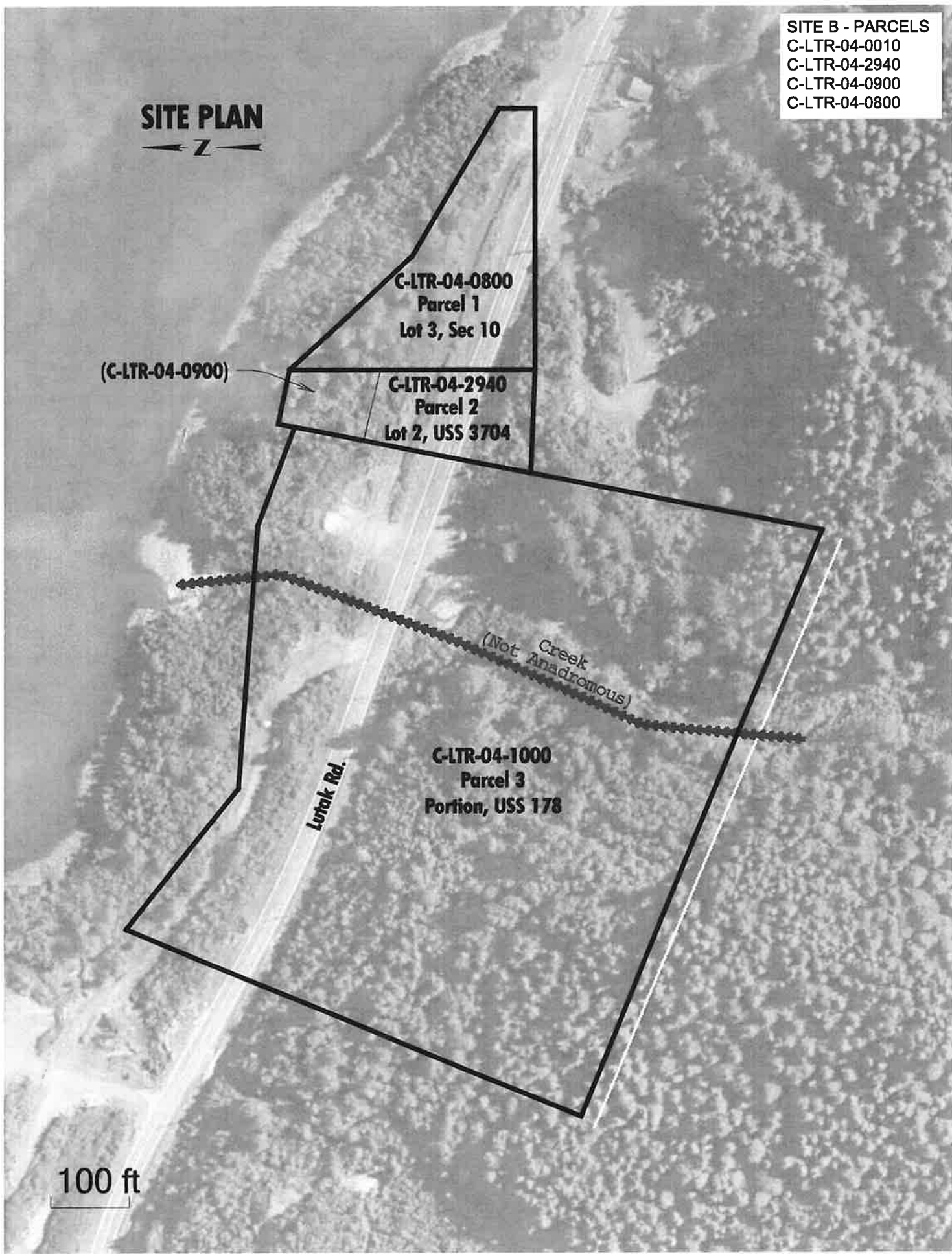
C-LTR-04-2940  
Parcel 2  
Lot 2, USS 3704

C-LTR-04-1000  
Parcel 3  
Portion, USS 178

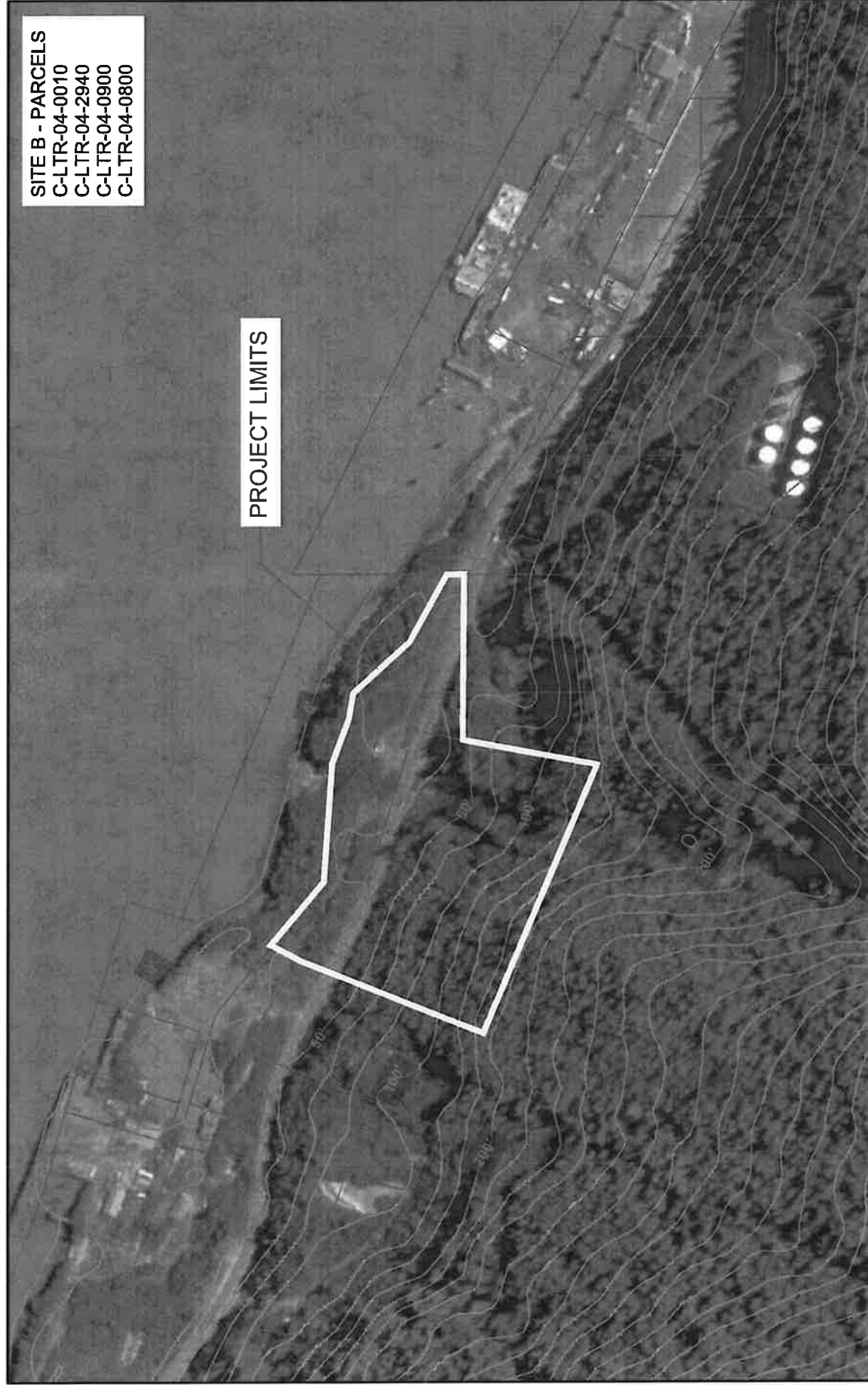
Lutvik Rd.

Creek  
(Not Anadromous)

100 ft



# ArcGIS Web Map



SITE B - PARCELS  
C-LTR-04-0010  
C-LTR-04-2940  
C-LTR-04-0900  
C-LTR-04-0800

PROPOSED  
CULVERT  
INSTALLATION

PROPOSED  
CULVERT  
INSTALLATION

EXISTING ACCESS  
POINTS TO BE  
MAINTAINED

AREA CURRENTLY USED  
FOR BULK MATERIAL  
STORAGE; PROPOSED  
STORAGE/STAGING AREA

AREA PREVIOUSLY  
CLEARED/GRUBBED  
PROPOSED FOR  
RESOURCE EXTRACTION





**HAINES BOROUGH, ALASKA**  
**P.O. BOX 1209, HAINES, ALASKA 99827**  
Annette Kreitzer, Borough Manager  
907.766.6404 akreitzer@haines.ak.us

**MEMO**

TO: Haines Borough Planning Commission

DATE: October 06, 2023

RE: Conditional Use Permit – Resource Extraction | Waterfront Industrial Zone | CUP 23-87 | Site A: C-LTR-04-0090/0700/0010, Site B: C-LTR-04-1000/2940/0900/0800 | Glacier Construction Inc. dba Southeast Road Builders

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This memo serves as my recommendation per HBC 18.50.030 (D)3 for approval of this CUP to the Commission with the conditions listed below. A pre-application meeting was held on 8/10/2023.

This conditional use permit application is for resource extraction in the Waterfront Industrial Zone.

The intent of this zone is:

Provide for and protect productive, marine-related heavy industries, including wharfage, natural resource export, milling and major seafood processing. Areas zoned as waterfront industrial should be located so that adjacent nonindustrial areas are buffered from the external effects common to heavy industry including noise, dust, vibration, glare, pollution, heavy traffic and unsightly uses or activities. The area is served by, or intended to have, the necessary level of public utilities and an adequate transportation system as deemed appropriate for the planned use.

Resource Extraction is defined as a:

Heavy industrial use involving the removal of rock, gravel, sand, clay, topsoil, peat, timber, petroleum, natural gas, coal, metal ore, or any other mineral, and other operations having similar characteristics.



BOROUGH RECCOMENDATION:

Approve Conditional Use Permit 23-87, with the following conditions:

- 1) Provide design and engineering for resource extraction in Hazard Areas. Provide a copy of plans to the Borough prior to working:
  - a. Within the stream's one percent floodway,
  - b. On slopes greater than 30 percent.
- 2) Submit a reclamation plan for Planning Commission review that addresses the final conditions of site, including:
  - a. Relation to adjoining land forms and drainage features,
  - b. Relation of reclaimed site to planned or established uses of the surrounding area,
  - c. Demonstration that the final land form will have a viable land use compatible with land use trends in the surrounding area,
  - d. Relation of reclaimed site to initial site conditions including land use, vegetation, soils, geology and hydrology;
  - e. Work to maintain the existing waterfront view shed.
- 3) Contact the United States Fish & Wildlife Service approval for all work within 660-feet of an eagles nest; or to perform blasting operations within ½ mile of an eagles nest. Email: [ak\\_fisheries@fws.gov](mailto:ak_fisheries@fws.gov)
- 4) Provide a copy of State approval for legal access to Site A before beginning any work at this location. Coordinate access, traffic plans, and roadway maintenance during resource extraction with the State of Alaska's Department of Transportation & Public Facilities Southcoast Region Right-of-Way office. Contact Michael Schuler, email: [michael.schuler@alaska.gov](mailto:michael.schuler@alaska.gov).
- 5) Provide for the control of runoff during and after construction. All roads and parking areas shall be designed to alleviate or avoid runoff into public streets or adjoining lots and to protect rivers, lakes and streams from pollution. Developers may be required to provide for the conservation of natural features such as drainage basins and watersheds, and provide for land stability.

- 6) No significant negative impacts on the surrounding properties are allowed. Including excessive noise, fumes or odors, glare, smoke, light, vibration, dust, litter, or interference in any radio or television receivers off the premises, or cause significant line voltage fluctuation off the premises or be unsightly or become a nuisance as defined in HBC 8.12.020(I).
- 7) This permit does not relieve the owner or authorized representative to comply with the provisions of federal, state or local regulations applicable to the activity.

BOROUGH REVIEW, per HBC 18.50.040(A)

The following code sections must be met in order for a Conditional Use Permit to be approved by the Planning Commission:

1. The use is so located on the site as to avoid undue noise and other nuisances and dangers;

**BOROUGH RESPONSE:**

**3,500 Feet from nearest documented Eagle Nest. Applicant to notify USFWS if eagle nest is located as required**

**(<https://www.fws.gov/story/do-i-need-eagle-take-permit>)**

**Applicant has proposed a natural buffer of 25-feet between the roadway and adjacent parcels.**

**Site A is buffered from the Waterfront Zone by approximately 54 acres of industrial parcels.**

**Site B is buffered from the Lutak Planning District by approximately 41 acres of industrial parcels.**

**Proposed schedule of 6am-6pm is appropriate and consistent with industrial use of this area. Existing land uses by Alaska Marine Lines and the Alaska Marine Highway System regularly have traffic operating outside these hours.**

2. The development of the use is such that the value of the adjoining property will not be significantly impaired;

**BOROUGH RESPONSE:**

**No comments from property owners within 500-ft were received.**

**This permit is consistent with local zoning and adjoining properties are not expected to be significantly impaired.**

3. The size and scale of the use is such that existing public services and facilities are adequate to serve the proposed use;

**BOROUGH RESPONSE:**

**Existing utilities are sufficient for proposed activities.**

4. The specific development scheme of the use is consistent and in harmony with the comprehensive plan and surrounding land uses;

**BOROUGH RESPONSE:**

**In addition to supporting the comprehensive plan's economic development goals listed by the applicant, this permit is consistent with the future growth and development plans referenced below.**

**Section 7.2.1 Haines Borough's Ten Future Growth Land Designations:**

**#4 – Industrial**

**#5 - Waterfront Development**

**#10 Resource Development**

**Proposed use is consistent with land use activities prioritized in this section, including rock quarries, and the processing, shipping, and storing of goods.**

**Section 7.3.5 Resource-Based Development Opportunity:**

**This section includes an objective to comply with environmental regulations, ensuring fisheries resource and riparian zone protection, providing protection of salmon habitat and Bald Eagle Preserve resources, maintaining scenic view sheds, and buffering operations from adjacent land uses and activities.**

- **This land use provides buffers from adjacent zones.**

**-continued-**

- **The applicant is actively working with Alaska Department of Environmental Conservation and Alaska Department of Fish & Game for compliance with water quality and fish habitat regulations.**
- **Design Conditions, HBC 18.50.040(B): The borough recommends prioritizing maintenance of the scenic view shed of Haines waterfront in the reclamation plan.**

5. The granting of the conditional use will not be harmful to the public safety, health or welfare;

**BOROUGH RESPONSE:**

**Land use activities are consistent with this zone and provide adequate buffers for proposed industrial activities.**

**The State Department of Transportation & Public Facilities has reviewed truck traffic related to aggregate transloading at this site. If needed, the State will require additional permitting if truck traffic exceeds 100 loads per hour.**

**Hazard Areas, defined as steep slopes greater than 30 percent (HBC 18.60.10(T)), are present on-site. Design and engineering to mitigate the risk of loss of life or property is required.**

6. The use will not significantly cause erosion, ground or surface water contamination or significant adverse alteration of fish habitat on any parcel adjacent to state-identified anadromous streams;

**BOROUGH RESPONSE:**

**The steam on-site in non-anadromous. The applicant is actively working with Alaska Department of Environmental Conservation and Alaska Department of Fish & Game for compliance with water quality and fish habitat regulations.**

**State permitting and design and engineering requirements for steep slopes will provide safeguards against erosion related issues.**

7. The use will comply with all required conditions and specifications if located where proposed and developed, and operated according to the plan as submitted and approved;

**BOROUGH RESPONSE:**

**Submitted site plans and operations plan, together with applicable codes and relevant permit conditions are sufficient to ensure compliance with all local, state, and federal regulations, and the comprehensive plan.**

8. Comments received from property owners impacted by the proposed development have been considered and given their due weight.

**BOROUGH RESPONSE:**

**No public comment received to-date.**

Conditional Use Permits may be granted if all the following general approval criteria and applicable specific approval criteria of HBC 18.60.020 are complied with.

GENERAL APPROVAL CRITERIA REVIEW, per HBC 18.60.010

A. Plans. The proposal is substantially consistent with the borough comprehensive plan and other applicable borough-adopted plans.

**BOROUGH RESPONSE:**

**See #4 above.**

B. Reviewing Parties. Due deference has been given to the comments and recommendations of reviewing parties.

**BOROUGH RESPONSE:**

**Notifications were sent to all residents within 500' of the parcel. No comments have been received.**

**This application was provided to the State's Department of Transportation & Public Facilities Right of Way office to ensure legal access from Lutak Road is acquired.**

**The closest documented eagle nest is 3,500ft from this site.**

**USFWS contact has been provided if an eagle nest is encountered during clearing or blasting work.**

C. Fire Safety and Emergency Access. The proposal shall not pose a fire danger as determined by the State Fire Marshal or the borough fire chief. Adequate access for emergency and police vehicles must be provided.

**BOROUGH RESPONSE:**

**Site plan indicates conformance with density and dimensional requirements for emergency access. No industrial or commercial buildings are proposed.**

D. Access. All lots on which development is planned are required to have legal road access before an application for a development may be considered and physical road access must be completed to borough standards before any work on the development is started.

**BOROUGH RESPONSE:**

**This application was provided to the State’s Department of Transportation & Public Facilities Right of Way office to ensure legal access from Lutak Road.**

**ROW permitting with the State was initiated for Site B under Permit 23-71.**

**Due to roadway characteristics and proximity to the ferry terminal, access to Site B will not be permitted until State approval is provided to the Borough.**

E. Traffic. The proposed use shall not overload the existing street system with traffic or result in unsafe streets or dangers to pedestrians.

**BOROUGH RESPONSE:**

**The majority of proposed work will occur on-site. Proposed activities are not expected to overload Borough streets or result in unsafe situations. The applicant has proposed the use of a street sweeper and water truck to limit affects.**

**This application was provided to the State’s Department of Transportation & Public Facilities Right of Way office to address traffic on Lutak Road.**

F. Public Maintenance. The proposed use shall not significantly increase the impact on the surrounding area from glaciation or drifting snow and shall not create significantly increased difficulty for snow removal or street maintenance.

**BOROUGH RESPONSE:**

**This application was provided to the State’s Department of Transportation & Public Facilities Right of Way office to address public maintenance on Lutak Road. Winter work is not proposed.**



G. Foundation. All buildings intended for residential or commercial use shall be placed on a permanent foundation. This section does not apply to accessory buildings such as tool sheds, wood sheds, etc., of 120 square feet or less in area, or temporary uses.

**BOROUGH RESPONSE:**

**Does not apply.**

H. Parking. Parking, loading areas and snow storage sites for the proposed development shall be adequate, safe and properly designed. The developer may be required to install acceptable lighting at pedestrian or vehicular access points.

**BOROUGH RESPONSE:**

**No parking, loading, or snow storage issues are expected.**

I. Utilities. The proposed use shall be adequately served by public water, sewer, on-site water or sewer systems, electricity, and other utilities prior to being occupied.

All regulations of the State Department of Environmental Conservation pertaining to water extraction and wastewater disposal, as well as the requirements of HBC 13.04.080(G) pertaining to on-site wastewater disposal, shall apply. If exempted from the requirement to connect to public utilities, a developer must provide plans drawn by an engineer licensed in the state of Alaska or a state certified septic system installer prior to permit approval. Upon installation and before closure, the wastewater disposal system must be inspected and approved by an engineer licensed in the state of Alaska or a state certified septic system installer.

When public sanitary sewer and/or water service becomes available, the developer will be required to connect to the public utility within six months.

**BOROUGH RESPONSE: The site is adequately served by public utilities for proposed land use activities.**

J. Drainage. The applicant for a proposed use shall provide for the control of runoff during and after construction. All roads and parking areas shall be designed to alleviate or avoid runoff into public streets or adjoining lots and to protect rivers, lakes and streams from pollution. Developers may be required to provide for the conservation of natural features such as drainage basins and watersheds, and provide for land stability.

**BOROUGH RESPONSE:**

**Include as permit condition. There are no anticipated drainage issues.**

K. Walkways, Sidewalks and Bike Paths. Easements for pedestrian access or bicycle paths may be required where shown by the borough to be necessary to provide reasonable circulation or access to streams, lakes, tidewater, schools, playgrounds, transportation facilities or other public facilities.

**BOROUGH RESPONSE:**

**Does not apply.**

L. Construction Guarantees. The borough may require the posting of a bond or other surety approved by the assembly to ensure that all required and necessary improvements are constructed as approved. The surety may provide for partial releases upon acceptance of the improvement by the borough.

**BOROUGH RESPONSE:**

**Does not apply.**

M. Peak Use. The proposed use shall not result in significantly different peak use characteristics than surrounding uses or other uses allowed in the zone.

**BOROUGH RESPONSE:**

**This permit is consistent with local zoning and adjacent land use activities. No impacts to peak use characteristics are expected.**

N. Off-Site Impacts. The proposed use shall not have significant negative impacts on the surrounding properties, including excessive noise, fumes or odors, glare, smoke, light, vibration, dust, litter, or interference in any radio or television receivers off the premises, or cause significant line voltage fluctuation off the premises or be unsightly or become a nuisance as defined in HBC 8.12.020(I).

**BOROUGH RESPONSE:**

**Include as permit condition. Resource extraction is consistent with local zoning, and no comments have been received from neighboring parcels. There are no anticipated off-site impacts with this use.**

SPECIFIC APPROVAL CRITERIA REVIEW, per HBC 18.60.020

The **BOLD** specific approval criteria apply to this permit and are addressed below:

**A. Resource Extraction.**

- B. Junkyard.
- C. Animal Husbandry.
- D. Home Occupation.
- E. Bed and Breakfast (B&B).
- F. Kennel.
- G. Historic Buildings.
- H. Temporary Residence.
- I. Mobile Home Parks/Recreational Vehicle (RV) Parks.
- J. Planned Unit Development.
- K. Large Developments.
- L. Underground Utilities.
- M. Nonconforming Uses, Buildings, Lots.
- N. Cemetery.
- O. Commercial Marijuana Facilities.
- P. Communications Equipment.

## A. Resource Extraction

1. Permitting. A permit for natural resource extraction may be issued with such reasonable conditions as necessary to limit or minimize the adverse impact of the permitted extraction. The permitted use must meet all other pertinent requirements of this title and address the following concerns:

- a. Limits of operational areas;  
**BOROUGH RESPONSE:**
  - **25-foot buffers against property lines,**
  - **Site is buffered from adjacent zones by other industrial parcels,**
  - **Design and engineering required for Hazard Areas.**
- b. Days and hours of operation;  
**BOROUGH RESPONSE:**  
**Seasonally, 6am – 6pm**
- c. Traffic patterns;  
**BOROUGH RESPONSE:**  
**Access, traffic, and public maintenance along Lutak Road will be coordinated with the State.**
- d. Fencing and screening;  
**BOROUGH RESPONSE:**  
**No fencing proposed.**
- e. Control of dust and noise;  
**BOROUGH RESPONSE:**  
**Proposed activities are consistent with the noise and dust expected during industrial activities. The applicant has proposed the use of a street sweeper and water truck to limit impacts.**
- f. Phasing of operations and reclamation steps;  
**BOROUGH RESPONSE:**  
**Reclamation is phased throughout construction and will be engineered in Hazard Area.**

g. Final condition of site including:

- (1) Relation to adjoining land forms and drainage features,
- (2) Relation of reclaimed site to planned or established uses of the surrounding area,
- (3) Demonstration that the final land form will have a viable land use compatible with land use trends in the surrounding area,
- (4) Relation of reclaimed site to initial site conditions including land use, vegetation, soils, geology and hydrology;

**BOROUGH RESPONSE:**

**Reclaimed land is likely to have future industrial use consistent with local zoning.**

**To ensure compliance with these specific approval criteria, and in an effort to meet goals of the Comprehensive Plan regarding maintenance of existing view sheds, a detailed reclamation plan will be submitted and reviewed by the Planning Commission.**

h. Methods to minimize potential conflict with other existing uses within the neighborhoods adjacent to the development and traffic corridors used by the development.

**BOROUGH RESPONSE:**

**Applicant is required to coordinate access and traffic safety plans along Lutak Road with the State.**

**Proposed use is consistent with existing trucking along this corridor.**

COMMISSIONER RESPONSE FORMS

Per HBC 18.50.040, the Commission may adopt the Manager’s recommendation on each requirement unless it finds, by a preponderance of the evidence, that the Manager’s recommendation was in error and states its reasoning for such finding with particularity. In addition, for good cause, the Commission may alter the conditions on approval or requirements for guarantees recommended by the Manager. If the Commission wishes to propose other conditions, examples can be found in HBC 18.50.040(B).

The Commission is encouraged to reconsider conditions after the public hearing once all public comments have been received.

If the commission finds that the development implements all relevant requirements of this title, it shall issue a conditional use permit and the conditions and requirements shall be part of the approved permit. If the development does not implement all relevant requirements, or the commission otherwise determines the development is not in compliance with this title, the commission shall deny the permit and note with particularity its reasons for the decision.

- 1. The use is so located on the site as to avoid undue noise and other nuisances and dangers.

**COMMISSIONER RESPONSE:**

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- 2. The development of the use is such that the value of the adjoining property will not be significantly impaired.

**COMMISSIONER RESPONSE:**

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3. The size and scale of the use is such that existing public services and facilities are adequate to serve the proposed use;

**COMMISSIONER RESPONSE:**

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4. The specific development scheme of the use is consistent and in harmony with the comprehensive plan and surrounding land uses;

**COMMISSIONER RESPONSE:**

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5. The granting of the conditional use will not be harmful to the public safety, health or welfare;

**COMMISSIONER RESPONSE:**

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6. The use will not significantly cause erosion, ground or surface water contamination or significant adverse alteration of fish habitat on any parcel adjacent to state-identified anadromous streams;

**COMMISSIONER RESPONSE:**

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7. The use will comply with all required conditions and specifications if located where proposed and developed, and operated according to the plan as submitted and approved;

**COMMISSIONER RESPONSE:**

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8. Comments received from property owners impacted by the proposed development have been considered and given their due weight.

**COMMISSIONER RESPONSE:**

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In accordance with HBC 18.30.010(F) The commission may place conditions upon issuance of any approval which are necessary or desirable to ensure that a rule, policy, standard or intent will be implemented in a manner consistent with Title 18, the comprehensive plan and any rule, policy or standard implementing them.

Altered or additional Conditions, see HBC 18.50.040(B) below for definitions:

**DEVELOPMENT SCHEDULE:**

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**USE:**

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**OWNER’S ASSOCIATION:**

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**DEDICATIONS:**

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**CONSTRUCTION GUARANTEES:**

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**COMMITMENT LETTER:**

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**COVENANTS:**

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**DESIGN:**

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## **CODE REFERENCES**

HBC 18.70.030(A)(3)

I/W – Waterfront Industrial Zone. The intent of the waterfront industrial zone is to provide for and protect productive, marine-related heavy industries, including wharfage, natural resource export, milling and major seafood processing. Areas zoned as waterfront industrial should be located so that adjacent nonindustrial areas are buffered from the external effects common to heavy industry including noise, dust, vibration, glare, pollution, heavy traffic and unsightly uses or activities. The area is served by, or intended to have, the necessary level of public utilities and an adequate transportation system as deemed appropriate for the planned use.

18.20.020 Definitions – Regulatory.

“Resource extraction” means a heavy industrial use involving the removal of rock, gravel, sand, clay, topsoil, peat, timber, petroleum, natural gas, coal, metal ore, or any other mineral, and other operations having similar characteristics. Resource extraction does not include: (1) the removal of material from within the legal boundaries of the property of origin which are incidental to the construction, alteration or repair of a building (or the grading and landscaping incidental thereto); or (2) within the subdivision of origin of a platted public or private access road and utilities or public facility providing essential services.

“Industrial, heavy” means a use that has potential for significant negative impact on adjoining uses. This category includes uses that incorporate buildings that are large, tall, or unsightly; uses that generate offensive odors, noise, dust, smoke, fumes, vibration or glare; uses that involve large amounts of exterior storage; and uses that, because of their scale or characteristics, create nuisances or hazards such as heavy truck or other vehicle traffic, or other intense activity. These uses include airports, landing strips, and heliports; truck or ship terminals and docks; concrete batching plants; asphalt or concrete mixing plants; resource extraction;

bulk material or machinery storage; petroleum refineries and trans-shipment facilities; grain elevators; meat packing plants or fish processing facilities; mills; resource recycling facilities; commercial flammable or hazardous material storage; sanitary landfills and solid waste storage/transshipment facilities; large scale sewage treatment facilities and manufacturing plants.

#### HBC 18.30.010(F) Conditions.

The assembly, commission, or manager may place conditions upon issuance of any approval which are necessary or desirable to ensure that a rule, policy, standard or intent will be implemented in a manner consistent with this title, the comprehensive plan and any rule, policy or standard implementing them.

#### HBC 18.50.040 Decision.

B. The commission may alter the manager's proposed permit conditions, impose its own, or both. Conditions may include one or more of the following:

1. Development Schedule. The conditions may place a reasonable time limit on construction activity associated with the development, or any portion thereof, to minimize construction-related disruption to traffic and neighbors, to ensure that lots are not sold prior to substantial completion of required public improvements, or to implement other requirements.
2. Use. The conditions may restrict the use of the development to specific uses indicated in the approval.
3. Owner's Association. The conditions may require that if a developer, homeowner or merchant association is necessary or desirable to hold or maintain common property, that it be created prior to occupancy.

4. Dedications. The conditions may require conveyances of title, licenses, easements or other property interests to the public, to public utilities, or to the homeowners association. The conditions may require construction of public utilities or improvements to public standards and then dedication of public facilities to serve the development and the public.

5. Construction Guarantees. The conditions may require the posting of a bond or other surety or collateral (which may provide for partial releases) to ensure satisfactory completion of all improvements required by the commission.

6. Commitment Letter. The conditions may require a letter from a utility company or public agency legally committing it to serve the development if such service is required by the commission.

7. Covenants. The conditions may require the recording of covenants or other instruments satisfactory to the borough as necessary to ensure permit compliance by future owners or occupants.

8. Design. The conditions may require the adoption of design standards specific to the use and site.



# 11C3

**Agenda Bill No.:** 23-1313

**Assembly Meeting Date:** 11/14/23

Business Item Description:	Attachments:
Subject: Proposed Moratorium on Heliports located within 10 miles of an existing heliport	1. Resolution 23-09-1064 2. Excerpt of 10/23/23 PC Meeting 3. Maps showing existing heliports and map of proposed 10-mile radius
Originator: Borough Manager	
Originating Department: Administration	
Date Submitted: 9/21/23	

**Full Title/Motion:**  
Motion: Refer Resolution 23-09-1064 back to the Planning Commission for further development.

**Administrative Recommendation:**  
This resolution is recommended by the Borough Manager.

**Fiscal Impact:**

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$	\$	\$	N/A

**Comprehensive Plan Consistency Review:**  
Comp Plan Goals/Objectives: Consistent:  Yes  No

**Summary Statement:**  
This Resolution has been discussed in concept many times over the years. Staff drafted Resolution 23-09-1064 for discussion/consideration. At the 9/26/23 Assembly meeting, the Resolution was postponed until the next meeting since there were no public comments regarding the Resolution. At the 10/10/23 Assembly meeting, the Assembly referred this matter to the Planning Commission (PC) to hold a Public Hearing. The PC's public hearing on this Resolution was advertised in the CVN. At the 10/23/23 PC meeting, there was one public comment and the PC referred it back to the Assembly with general support but tacitly acknowledging that it might still need work. Since there is now a new PC, the Assembly could re-refer the Resolution to the PC for further development.

**Referral:**  
Referred to: \_\_\_\_\_ Referral Date: \_\_\_\_\_  
Recommendation: \_\_\_\_\_ Meeting Date: \_\_\_\_\_

**Assembly Action:**  
Meeting Date(s): 11/14/23 Public Hearing Date(s): \_\_\_\_\_  
Postponed to Date: \_\_\_\_\_

**A Resolution of the Haines Borough Assembly Placing a Moratorium on New Heliports Located Within 10 Miles of an Existing Heliport in the Haines Borough.**

**WHEREAS**, currently the following heliports are licensed in the Haines Borough:

Haines Airport – 3 mile Haines Highway  
10 Mile – John Floreske – CUP #14-76 issued September 12, 2014  
18 Mile – Grandfathered Use before 2011  
26 Mile – George Campbell- One year permit – CUP #23-22 issued July 26, 2023  
33 Mile – Grandfathered Use before 2011  
35/36 Mile – Sean Brownell – CUP #19-39 continuation of CUP #16-44  
Big Nugget Heliport – Constantine Mining LLC - CUP #19-105A  
Glacier Creek Heliport – Constantine Mining LLC - CUP #19-105B; and

**WHEREAS**, there are sufficient heliports existing between the Haines townsite and the Canadian Border along the Haines Highway; and

**WHEREAS**, the Haines Highway area is currently zoned as a General Use zone which requires a Conditional Use Permit for heliports; and

**WHEREAS**, there are currently 8 heliports within a 40 mile highway corridor; and

**WHEREAS**, the Borough has seen a recent increase in Conditional Use Permit applications for heliports along the Haines Highway corridor; and

**WHEREAS**, without action, the borough can expect to see continued applications for new heliports,

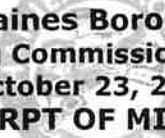
**NOW THEREFORE BE IT RESOLVED** that the Haines Borough Assembly is placing a moratorium on new heliports located within 10 miles of an existing heliport in the Haines Borough.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 26th day of September, 2023.

\_\_\_\_\_  
Douglas Olerud, Mayor

Attest:

\_\_\_\_\_  
Alekkka Fullerton, MMC, Borough Clerk

  
**Haines Borough**  
**Planning Commission Meeting**  
**October 23, 2023**  
**EXCERPT OF MINUTES**

**Present:** Zack **Ferrin**/Chair, Diana **Lapham**/Vice Chair, Don **Turner Jr.**, Justin **Mitman**, Richard **Clement**, Travis **Eckhoff**, and Scott **Hansen**.

**Staff Present:** Annette **Kreitzer**/Borough Manager, Kiersten **Long**/Deputy Clerk, Alekka **Fullerton**/Clerk, Douglas **Olerud**/Mayor, and Andrew **Conrad**/Planner.

**Visitors Present:** TJ **Mason** with Southeast Road Builders, Gerson **Cohen**, Riley **Hall**, Patty **Brown**, Andy **Hedden**, Rachel **Saitzyk**, Derek **Poinsette**, Tom **Morphet**, and others.

**10C.     Resolution 23-09-1064**

A Resolution of the Haines Borough Assembly placing a Moratorium on New Heliports Located within 10 miles of an Existing Heliport in the Haines Borough.

**Public Comment:** **Hall** spoke regarding this agenda item. Maybe criteria should not be distance from each other but distance from homes.

**Motion:** **Lapham** moved to "Support Resolution 23-09-1064 and the conversation which followed" and the motion carried 6-1 with **Clement** opposed

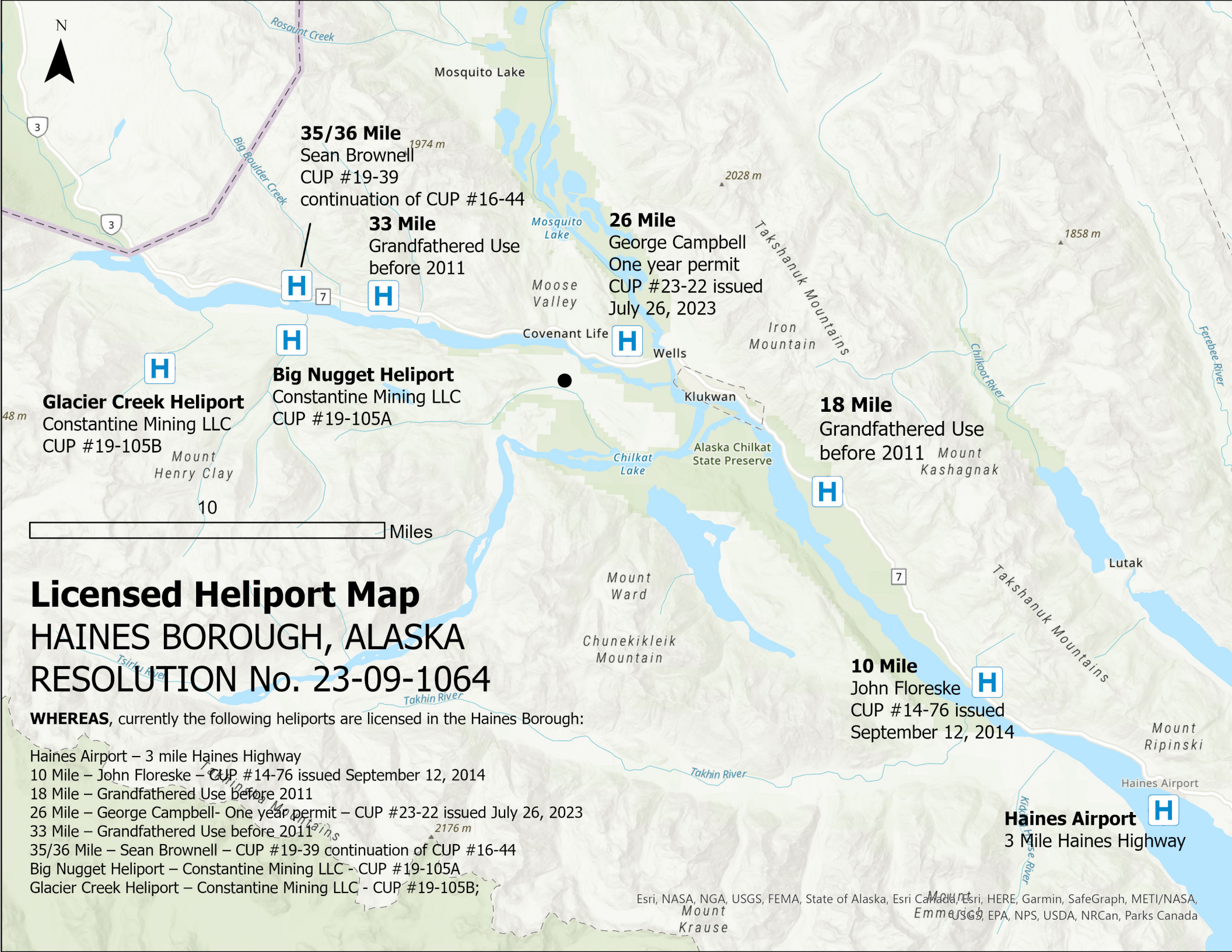
I certify that the above is a true and complete excerpt of agenda item 10C from the October 23 Planning Commission minutes.



---

Alekka Fullerton, CMC, Borough Clerk  
Haines Borough, Alaska





**35/36 Mile**  
 Sean Brownell  
 CUP #19-39  
 continuation of CUP #16-44

**33 Mile**  
 Grandfathered Use  
 before 2011

**26 Mile**  
 George Campbell  
 One year permit  
 CUP #23-22 issued  
 July 26, 2023

**18 Mile**  
 Grandfathered Use  
 before 2011

**Big Nugget Heliport**  
 Constantine Mining LLC  
 CUP #19-105A

**Glacier Creek Heliport**  
 Constantine Mining LLC  
 CUP #19-105B

**10 Mile**  
 John Floreske  
 CUP #14-76 issued  
 September 12, 2014

# Licensed Heliport Map

## HAINES BOROUGH, ALASKA

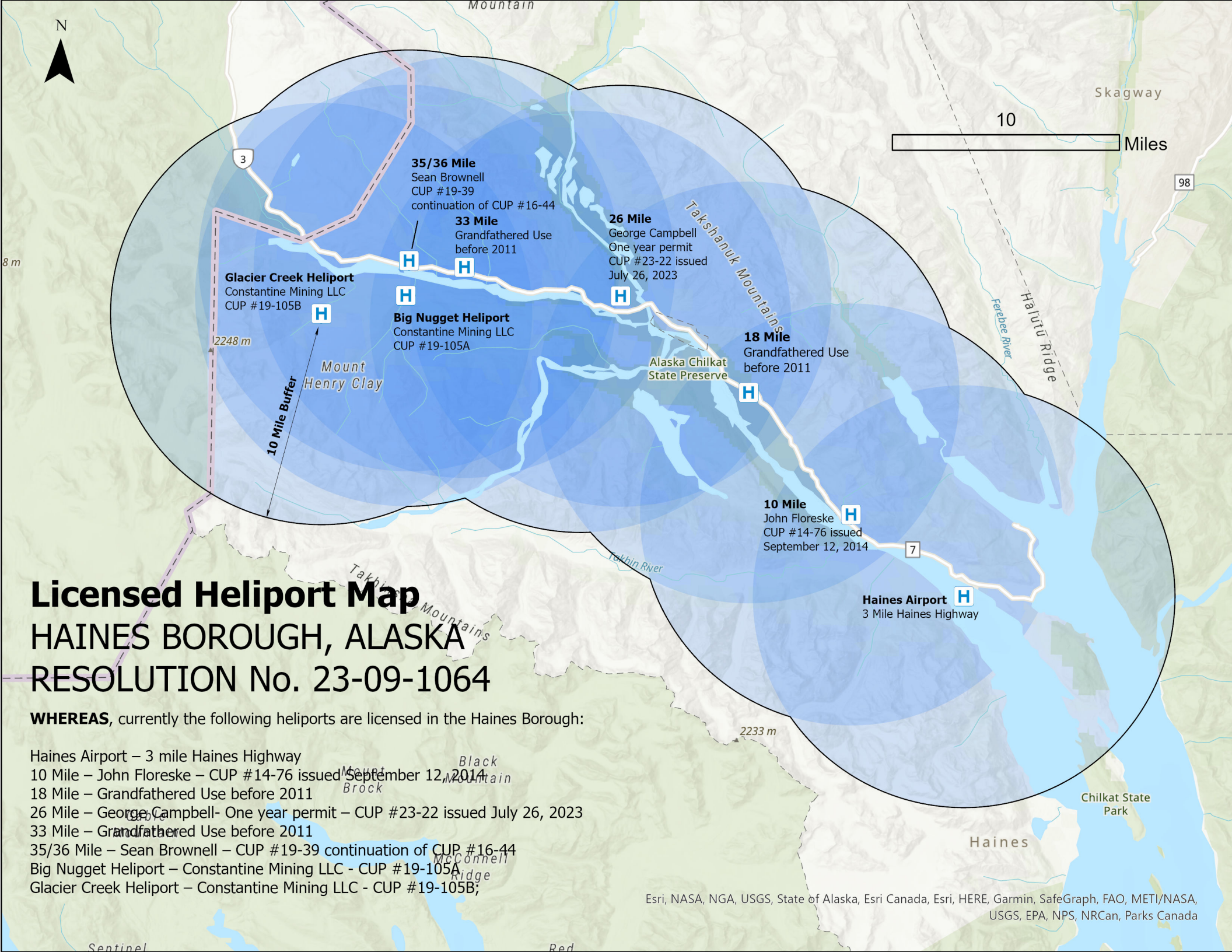
### RESOLUTION No. 23-09-1064

**WHEREAS**, currently the following heliports are licensed in the Haines Borough:

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- Big Nugget Heliport – Constantine Mining LLC - CUP #19-105A
- Glacier Creek Heliport – Constantine Mining LLC - CUP #19-105B;

**Haines Airport**  
 3 Mile Haines Highway

Esri, NASA, NGA, USGS, FEMA, State of Alaska, Esri Canada, Esri, HERE, Garmin, SafeGraph, METI/NASA, USGS, EPA, NPS, USDA, NRCAN, Parks Canada



# Licensed Heliport Map

## HAINES BOROUGH, ALASKA

### RESOLUTION No. 23-09-1064

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Haines Borough  
Assembly Policy

# 11C4

## Public Comments at Assembly Meetings

Applicable to: Public Comments

Effective Date: ~~September 12, 2023~~ **November 14, 2023** (revised)

Haines Borough Code section 2.10.030 provides that all reports, communications, ordinances, resolutions, contract documents, or other matters to be submitted to the assembly shall be delivered to the clerk by the deadlines stipulated in the current assembly-approved agenda preparation schedule.

Per Haines Borough Code Section 2.12.110(B), the public shall have the opportunity to speak on each Resolution introduced prior to the adoption of the Resolution.

The public is encouraged to provide written comments to the assembly prior to 5:00 pm the day before the assembly meeting. When received, the written comments will be emailed to the assembly and posted on the borough website under the meeting date as a supplemental document. No written comments will be processed after 5:00 pm the day before the assembly meeting. After that time, members of the public desiring to comment must do so verbally at the assembly meeting.

Sign up for oral testimony with respect to public hearings is requested prior to the meeting. The Clerk shall provide a register at the meeting for the public to sign up prior to the commencement of the meeting, or individuals may contact the Clerk to be added to the public hearing sign up before the meeting by a request (email is fine to [Clerk@Haines.ak.us](mailto:Clerk@Haines.ak.us)) made by 4:00 pm on the day of the meeting. No member of the public shall be denied the opportunity for oral testimony due to lack of advance sign up. Oral testimony shall be limited to 3 minutes per speaker **except that a speaker may be allowed to speak up to 6 minutes when another member of the public, in attendance at the meeting and in advance, yields their 3 minutes to the speaker seeking extra time.**

Public comment may be made in person (during the appropriate agenda item), on Zoom, or in writing. Public comment agenda items are for any general public comment or comments about legislation being introduced. The public shall be provided an opportunity to speak on each public hearing item (discussed as oral testimony above) or at the time each resolution is considered by the assembly.

Each individual may register one public comment or testify once per subject and public comments shall be limited to 3 minutes, **except that a speaker may be allowed to speak up to 6 minutes when another member of the public, in attendance at the meeting and in advance, yields their 3 minutes to the speaker seeking extra time.**

It is the policy of the Haines Borough to disregard any anonymous comments received, unless such comments are tips regarding health or safety issues. Further, the Haines Borough Clerk reserves the right to redact offensive language.

---

Thomas C. Morphet  
Borough Mayor

---

Signature Date



HAINES BOROUGH

RECEIVED 11C5

NOV 06 2023

AGENDA REQUEST FOR ASSEMBLY ACTION

HAINES BOROUGH CLERK'S OFFICE

You may appear before the assembly during the "Public Comments" portion of any regular assembly meeting without making prior arrangements. However, if you want the assembly to take action on a matter, it must be on the agenda. To make a request to have an issue on an agenda, please provide the following information. (See Note below)

Name: Paul M Rogers Date: November 6, 2023

Name of Group Represented (if applicable)

Address: PO Box 1453 Haines, AK 99827 Phone: 907-767-5467

Email Address: pymustang64@reagan.com Fax:

I request to be scheduled on the Borough Assembly meeting agenda dated the 14th day of November, 2023, or as soon thereafter as possible.

Purpose of Request: Request that the assembly cancel the contract with Dahle Emprises and Michael Dahle by immediately giving written notice that the contract will be cancelled in 30 days pursuant to the terms of contract with Dahle Emprises.

Estimated Time Required (if a presentation) 5 minutes

Action you wish the Assembly to take: Cancel the contract with Dahle Emprises

Note: The deadline for agenda topics is as noted on the most current assembly-adopted Agenda Preparation Calendar, available from the Clerk's Office or at www.hainesalaska.gov/borough assembly. Your request will either be placed on the next assembly agenda under "Other New Business: Requests" or will be referred by the Mayor to a committee for further development. Please be aware that we may ask for additional supportive and/or background information in order to assist the assembly in making an informed decision. The clerk will provide copies for them. Whenever possible, issues will be reviewed by the manager. Should the issue be resolved ahead of an assembly meeting, the person will have the option to decline to have it presented to the assembly.

Return this form to the Borough Clerk's Office in the Haines Borough Administrative Office Building, 103 S. Third Ave., P.O. Box 1209, or fax: 766-2716, or email: afullerton@haines.ak.us.

Plz Don't Throw Away

Thx  
Jayme

### Petition to the Haines Borough Assembly Requesting Cancellation of Michael Dahle's Agreement for Property Assessment Services

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Although, the Haines Borough does not currently require a Contract Assessor to maintain certain levels of certification with the Alaska Association of Assessing Officers (AAAO), we believe this is inadequate for such a sensitive position. The Borough should follow the example of other municipalities in the State by requiring the Borough Assessor to maintain a minimum of a level three certification with the AAAO and hold a current license by the State of Alaska Board of Certified Real Estate Appraisers.

In doing so trust and confidence can be restored in the Haines Borough property tax assessment process.

<u>Date</u>	<u>Signature</u>	<u>Name Printed</u>	<u>Haines PO Box #</u>
<u>11/6/23</u>	<u><i>Austin Segars</i></u>	<u>Austin Segars</u>	<u>175</u>
<u>11/6/23</u>	<u><i>Christie Verhamme</i></u>	<u>Christie Verhamme</u>	<u>884</u>
<u>11-6-23</u>	<u><i>Ralph Strong</i></u>	<u>RALPH STRONG</u>	<u>514</u>
<u>11-6-23</u>	<u><i>Kayla Yeoman</i></u>	<u>Kayla Yeoman</u>	<u>1027</u>
<u>11-6-23</u>	<u><i>Billy Storch</i></u>	<u>Billy Storch</u>	<u>1027</u>
<u>11-7-23</u>	<u><i>Marc Lapeyri</i></u>	<u>Marc Lapeyri</u>	<u>581</u>
<u>11/7/23</u>	<u><i>GG Stewart</i></u>	<u>G G STEWART</u>	<u>65</u>
<u>11/7/23</u>	<u><i>Terrance Parole</i></u>	<u>TERRANCE PAROLE</u>	<u>296</u>
<u>11/7/23</u>	<u><i>Louie Mearock</i></u>	<u>Louie Mearock</u>	<u>487</u>
<u>11/7/23</u>	<u><i>Elaine Pigott</i></u>	<u>Elaine Pigott</u>	<u>815</u>


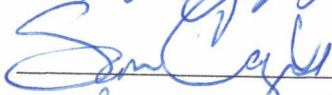
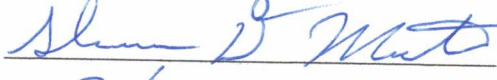


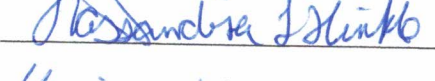

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<u>Date</u>	<u>Signature</u>	<u>Name Printed</u>	<u>Haines PO Box #</u>
<u>11-6-23</u>		<u>Ethan Julian</u>	<u>PO Box 1337</u>
<u>11-6-23</u>		<u>SAM CARVILL</u>	<u>PO Box 937</u>
<u>11-6-23</u>		<u>Shane D Mantia</u>	<u>PO Box 1056</u>
<u>11-6-23</u>		<u>Patrick L Philpott</u>	<u>PO Box 188</u>
<u>11-6-23</u>		<u>Sarah M Fudge</u>	<u>PO Box</u>
<u>11-6-23</u>		<u>Kassanara L Hinko</u>	<u>P.O. Box 707</u>
<u>11-6-23</u>	<u>Yuri Williams</u>	<u>Levi Williams</u>	<u>PO Box 141</u>
<u>11-7-23</u>	<u>Susan DeWalt</u>	<u>SUSAN DeWALL</u>	<u>POB 1642</u>
<u>11-7-23</u>	<u>Michael R Macelburn</u>	<u>Michael Macelburn</u>	<u>POB 1775</u>
<u>11-7-23</u>		<u>Royce Dombrock</u>	<u>PO box 577</u>

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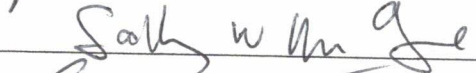

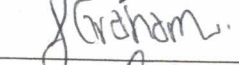

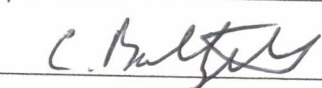

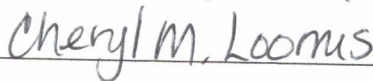
<u>Date</u>	<u>Signature</u>	<u>Name Printed</u>	<u>Haines PO Box #</u>
11/6/23		Katie Emma Bagley	1017
11/6/23		Rachel Farmer	507
11/7/23		Cami Fullerton	1788
11/7/23		Linda Huber	798
11/7/23		Rhonda Degtoff	316
11-7-23		Raymond T. Dennis Jr	607
11-7-23		Eric Smith	38
11/7/23		Wm David Gross	1308
11/7/23		William Adams	1355
11/07/23		Darryl R Graham	166

## Petition to the Haines Borough Assembly Requesting Cancellation of Michael Dahle's Agreement for Property Assessment Services

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<u>Date</u>	<u>Signature</u>	<u>Name Printed</u>	<u>Haines PO Box #</u>
11-6-2023		Bradley O. Martin	Hc 60 Box 3158 ) 31.5 mile
11/6/23		DAVID C. PARKS	PO BOX 816
11/6/23		John Schumacher	P.O. BOX 903
11/6/23		Sally McGuire	# 918
11/6/23		Casey Knighton	#1237
11/06/23		Susan Graham.	# PO. BOX 1237..
11/06/23		KARL C THOMSEN	P.O. BOX 61
11/06/23		C. Bultz	P.O. Box 121
11/06/2023		Jan Wright	PO BOX 1152
11/06/2023		Cheryl M. Loomis	PO Box 332

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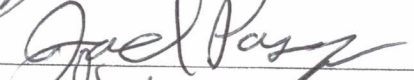

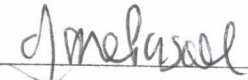


## Petition to the Haines Borough Assembly

### Requesting Cancellation of Michael Dahle's Agreement for Property Assessment Services

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<u>Date</u>	<u>Signature</u>	<u>Name Printed</u>	<u>Haines PO Box #</u>
11/6/2023		Peter Dwyer	P.O. 286
11/6/2023		Lee Nash	HC60 Box 3842
11/6/2023		Julian Barlog	1465
11/6/2023		Elisa Brooks	P.O. Box 558
11/6/2023		James Stickler	Box 974
11/7/23		Joel Pasquan	Box 845
11/7/23		S. Kantman	Box 650
11.7.23		Jane Pascoe	Box 102
11/7/23		Mitchell McMahon	Box 1684
11/7/23		Jelf Taylor	Box 1795

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## Petition to the Haines Borough Assembly

### Requesting Cancellation of Michael Dahle's Agreement for Property Assessment Services

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<u>Date</u>	<u>Signature</u>	<u>Name Printed</u>	<u>Haines PO Box #</u>
11/7/23		DALE TAUG	1037
11/7/23		GENE KENNEDY	931
11/7/23		TROY CLACK	Mc 60 Box 3233
11/7/23		Dale Rard	PO 1242
11/7/23		William Archer	P.O. Box 1696
11/7/23		Mark Fontenot	P.O. Box 1185
11/7/23		SEAN BROWNE	Box 1498
11/7/23		Darren Schweindus	Box 1283
11/7/23		ROBERT A. HUKRON	1123
11/7/23		Saret Grant	box 1546

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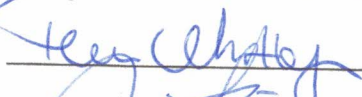





## Petition to the Haines Borough Assembly

### Requesting Cancellation of Michael Dahle's Agreement for Property Assessment Services

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<u>Date</u>	<u>Signature</u>	<u>Name Printed</u>	<u>Haines PO Box #</u>
11/6/23		Morgan V. Russell	1163
11/6/23	Lorraine D Barker	Lorraine D Barker	158
11/6/23		Tesim Whittby	512
11/06/2023		Julie Fellein	1471
11/6/23		Kaitlin McLaughlin	1463
11/6/23	Allen Z Hyatt	Allen Hyatt	694
11/6/23	Phillip Lende	Phillip Lende	936
11/6/23		DAVID TINNES	1261
11/6/23		JENNIFER CANFIELD	746
11-6-23		Scott Canfield	PO Box 746

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<u>Date</u>	<u>Signature</u>	<u>Name Printed</u>	<u>Haines PO Box #</u>
<u>11/6/23</u>	<u>Jeff Bochart</u>	<u>Jeff Bochart</u>	<u>HC 60 Box 3915</u>
<u>11/6/23</u>	<u>Christal Verhamme</u>	<u>Christal Verhamme</u>	<u>125</u>
<u>11/6/23</u>	<u>Robert Adams</u>	<u>ROBERT ADAMS</u>	<u>812</u>
<u>11-6-23</u>	<u>[Signature]</u>	<u>DALE LIPPY</u>	<u>1318</u>
<u>11-6-23</u>	<u>Don Turner III</u>	<u>Don Turner III</u>	<u>Box 628</u>
<u>11-6-23</u>	<u>Don Turner Jr</u>	<u>DON TURNER JR</u>	<u>Box 75</u>
<u>11-6-23</u>	<u>Patty A. Campbell</u>	<u>Patty A. Campbell</u>	<u>Box 37</u>
<u>11-6-23</u>	<u>Andrew L. Glackin</u>	<u>Andrew L. Glackin</u>	<u>Box 1422</u>
<u>11-6-23</u>	<u>Scott Bradford</u>	<u>[Signature]</u>	<u>606</u>
<u>11-6-23</u>	<u>Candi Bradford</u>	<u>Candi Bradford</u>	<u>606</u>

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<u>Date</u>	<u>Signature</u>	<u>Name Printed</u>	<u>Haines PO Box #</u>
<u>11-6-2023</u>	<u>Aaron Peters</u>	<u>Aaron Peters</u>	<u>P.O. Box 537</u>
<u>11-6-2023</u>	<u>Barbie Gilham</u>	<u>Barbie Gilham</u>	<u>P.O. Box 638</u>
<u>11/6/23</u>	<u>Brittany Simen</u>	<u>Brittany Simen</u>	<u>PO Box 700</u>
<u>11/6/23</u>	<u>Judy Jacobson</u>	<u>Judy Jacobson</u>	<u>PO Box 1158</u>
<u>11-6-23</u>	<u>Tenny Jacobson</u>	<u>Tenny Jacobson</u>	<u>PO Box 1058</u>
<u>11-6-23</u>	<u>Gregg Richmond</u>	<u>Gregg Richmond</u>	<u>P.O. Box 632</u>
<u>11-6-23</u>	<u>Michael Ackerman</u>	<u>Michael Ackerman</u>	<u>P.O. Box 502</u>
<u>11-6-23</u>	<u>Stuart Dewitt</u>	<u>Stuart Dewitt</u>	<u>PO Box 117</u>
<u>11-6-23</u>	<u>Lexie Conkey Dewitt</u>	<u>Lexie Conkey Dewitt</u>	<u>PO Box 117</u>
<u>11-06-23</u>	<u>Michael Denker</u>	<u>MICHAEL DENKER</u>	<u>Box 298</u>





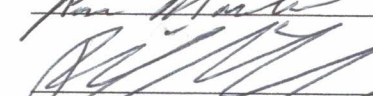
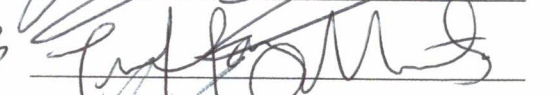
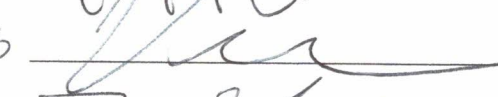
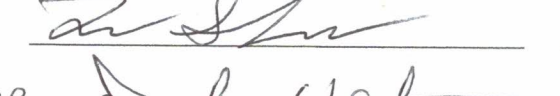


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11/6/23		MICHAEL BORCIK	863
11/6/23		GEOFFREY NELSON	1178
11/6/23		H. TORMEY II	186
11-6-23		Katrina Tormey	186
11-6-2023		Ron Martin	526
11/06/23		Raine Winge	982
11/06/2023		T.M.	1235
11/06/2023		Vija Pelekis	1745
11/6/2023		Ron Slope	1558
11/6/2023		JOHN KATZECK	997




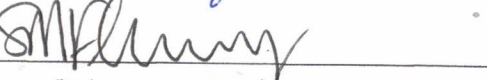
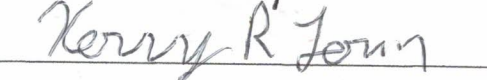
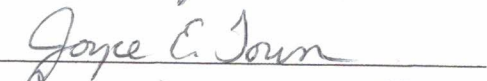
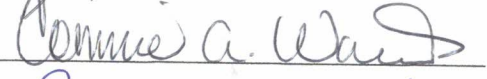


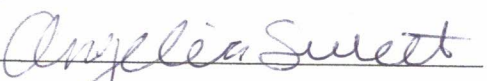
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<u>Date</u>	<u>Signature</u>	<u>Name Printed</u>	<u>Haines PO Box #</u>
11-6-23		IVAN TABLER	HC 60 Box 3303
11/6/23		Patrick L. Dunbar Jr	Box 1418
11.6.2023		Faith L. Lorentz	Box 1588
11-6-23		Shelby Flemming	Box 1665
11-6-23		Kerry Town	Box 1569
11-6-23		Joyce E Town	Box 1569
11-6-23		Connie Ward	Box 1075
11.6.23		Jennifer Cowart	Box 447
11/6/23		Jake Eckhardt	PO Box 481
11/6/23		Angelica Sweet	PO BOX 437

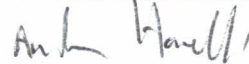
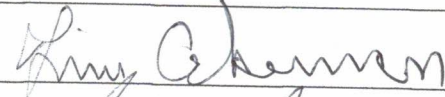
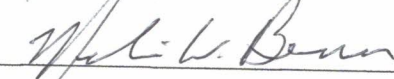
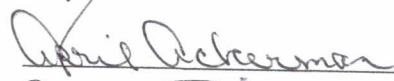
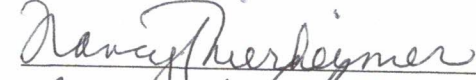
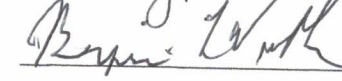


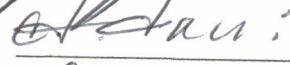

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<u>Date</u>	<u>Signature</u>	<u>Name Printed</u>	<u>Haines PO Box #</u>
11/6/23		Amanda Hamell	1132
11/6/23		Ackerman Tim	733
11/6/23		Melissa W. Benner	226
11-6-23		April Ackerman	733
11-6-23		Nancy Thierheimer	634
11/6/23		Benjamin L. Wamstad	1578
11/6/23		JOSEPH JACOBS	1585
11-6-23		DEINA DAVIS	1584
11-06-23		Christine D. DAVIS	824
11-6-23		LORI CARTER	1517

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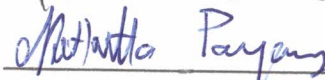


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<u>Date</u>	<u>Signature</u>	<u>Name Printed</u>	<u>Haines PO Box #</u>
11/06/2023		MICHAEL T. ARMOUR	PO. BOX 1125
11/6/2023		RICHARD P COOK	P.O. Box 671
11/6/2023		Natkitta Panyawong	P.O. Box 237
11/6/2023		Logan Borcik	P.O. Box 863
11/6/2023		Kimberly A Rosado	PO. Box 926








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11-5-23		Roy Josephson	51
11-6-23		Brenda Josephson	51
11-6-23		Robert L Jensen III	793
11-6-23		David Ghan	437
11-6-23		Jon Kammerer	1112
11-6-23		Caleb Holm	1092
11-6-23		Ronald A Malone	1144

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11/06/23		PRV AMAN N	99827
11-6-23		KEVIN SHOVC	1256
11-6-23		Megan Highfield-Stewart	1797
11-6-23		Joshua Lloyd	498
11-6-23		Jamesina DOZIER	212
11-6-23		Kyle Dozier	212
11-01-2023		Todd A. Wagner	<del>814</del> 814



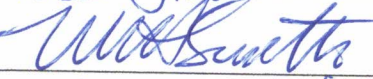
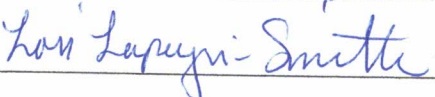
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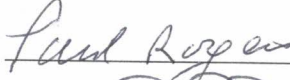

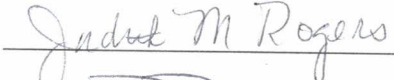


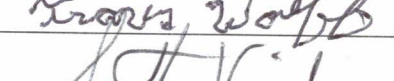
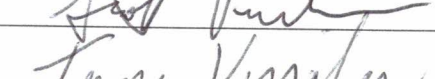
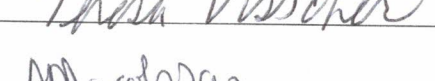
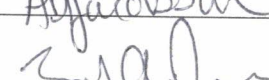

Date	Signature	Name Printed	Haines PO Box #
11/06/23		Richard Keith Mahler	1284
11/6/23		Bill Thomas	942
11/6/23		Mark H Smith MD	729
11/6/23		Lori A. Lapeyre-Smith	729

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11-6-2023		PAUL ROGERS	1453
11/6/23		HEATHER ROGERS	734
11/6/23		Judith M Rogers	1453
11/6/2023		JOHN ROGERS	734
11/6/2023		STEVEN LARM	1338
11-7-23		TRAVIS WOLFE	
11-7-23		SCOTT VISSCHER	HC60 #2842
11/7/23		Tevesa Visscher	HC-60 # 2842
11/7/2023		Aimee Jacobson	HC60 Box 5685
11/7/2023		Zachary Jacobson	HC60 Box 5685





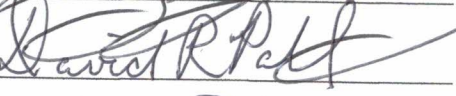

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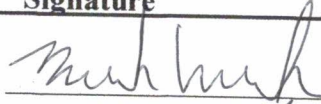


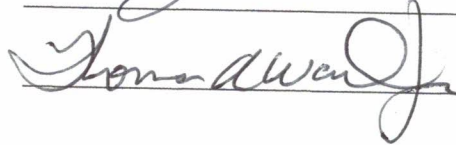
<u>Date</u>	<u>Signature</u>	<u>Name Printed</u>	<u>Haines PO Box #</u>
11-7-23		Claudellen Edge	1662
11-7-23		Josie Johnson	916
11-7-23		GABRIEL TRUJILLO	2892
11/7/23		Kelly Kuzniewicz	1643
11/7/23		DAVID R PAHL	HC60 #2818
11/7/23		CAROL S PAHL	HC60 2818

## Petition to the Haines Borough Assembly Requesting Cancellation of Michael Dahle's Agreement for Property Assessment Services

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<u>Date</u>	<u>Signature</u>	<u>Name Printed</u>	<u>Haines PO Box #</u>
2023 11 06		NOAH VABEW	167
11/6/23		Dustin Rumbelt	1553
11/6/23		Robert Alguire	134
11/07/2023		Thomas A. Word Jr	1075

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Date	Signature	Name Printed	Haines PO Box #
11/07/2023	<i>Julie Leonard</i>	Julie Leonard	334
11/9/23	<i>R. M. M. M.</i>	Roger Schwaab	732
11/7/23	<i>Lee Trout</i>	Lee Trout	1078

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<b>Date</b>	<b>Signature</b>	<b>Name Printed</b>	<b>Haines PO Box #</b>
11/7/2023	<i>Joan Brown</i> <small>3C04A8DD45CE490...</small>	Joan Brown	PO Box 843
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

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P 21

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<b>Date</b>	<b>Signature</b>	<b>Name Printed</b>	<b>Haines PO Box #</b>
11/7/2023	<small>DocuSigned by:</small> <i>Karen Hess</i> <small>1409179F9A7F4AB...</small>	Karen Hess	Box 556
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

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P 22

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Date	Signature	Name Printed	Haines PO Box #
11/7/2023	<small>DocuSigned by:</small> <i>Diann Ahrens</i>	DIANN AHRENS	HC60 BOX 6130
11/7/2023	<small>DocuSigned by:</small> <i>Roc Ahrens</i>	ROC AHRENS	HC60 BOX 6130


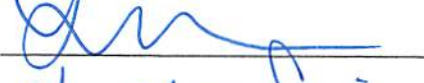


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<u>Date</u>	<u>Signature</u>	<u>Name Printed</u>	<u>Haines PO Box #</u>
11/6/23		TIMOTHY B. WARD	208
11-06-23		JAMES SAGE	738
11/6/2023		ROBERT O. HERIN	HC 60 Box 6150
11/6/23		GARY JACOBSON	Box 168
11-6-23		DAVID R. KOBSTAROT	Box 1621
11-6-23		Leslie Graham	Box 1692
11/6/23		Andrea Ferrin	HC 60 Box 6150
11/6/23		GARY STIGEN	Box 768 HNS
11/06/23		Michelle K. Stigen	P.O. Box 768
Nov. 6, 23		Sarah Walker	Box 756 HNS

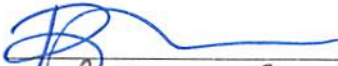
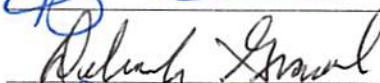
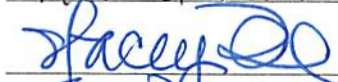

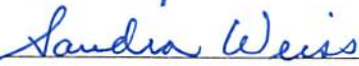


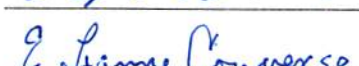
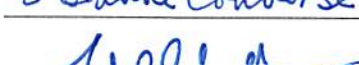

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<u>Date</u>	<u>Signature</u>	<u>Name Printed</u>	<u>Haines PO Box #</u>
<u>11/6/23</u>		<u>Blythe Carter</u>	<u>912</u>
<u>11/6/23</u>		<u>Deborah Gravel</u>	<u>286</u>
<u>11/6/23</u>		<u>Stacey Prior</u>	<u>1501</u>
<u>11-6-23</u>		<u>Sean Prior</u>	<u>1501</u>
<u>11/6/23</u>		<u>SANDRA WEISS</u>	<u>1145</u>
<u>11/7/23</u>		<u>Tina Ghan</u>	<u>62</u>
<u>11/7/23</u>		<u>Brandon Wilkes</u>	<u>1004</u>
<u>11/7/23</u>		<u>Leanne Converse</u>	<u>885</u>
<u>11/7/23</u>		<u>Amelia Nash</u>	<u>71</u>
<u>11.7.23</u>		<u>Andrea Nelson</u>	<u>1681</u>







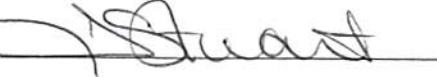

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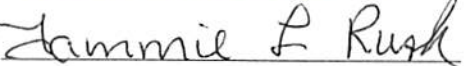
<u>Date</u>	<u>Signature</u>	<u>Name Printed</u>	<u>Haines PO Box #</u>
11/6/23		Daniel Martin	708
11/6/23		Zachary Jacobs	11
11/6/23		JUSTIN McHanan	756
11/6/23		Tanya Larsen	132
11-06-23		Robert J Dacie Jr	174
11-6-23		Carlos Amenez	962
11-8-23		Travinia Stuart	130
11-8-23		Bergie Stuart	130
_____	_____	_____	_____
_____	_____	_____	_____

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<u>Date</u>	<u>Signature</u>	<u>Name Printed</u>	<u>Haines PO Box #</u>
11-7-23		Julia Billings	1494
11-7-2023		Robert Jennings	485
11-7-2023		Edward Davis	285
11-7-2023		SHAYE OTTON	785
11-7-23		Alexis Campbell	1794
11/7/23		Rhonda Davis	258
11-8-23		Tammie L Rush	663

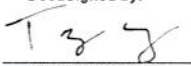
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Date	Signature	Name Printed	Haines PO Box #
11/8/2023	<small>DocuSigned by:</small>  <small>4FE2FEAB46194F5...</small>	Anthony Gregory	211046 Auke Bay AK 99821

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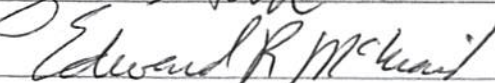


Date	Signature	Name Printed	Haines PO Box #
<p><i>DATE</i> 11/6/23</p>	<p><i>SIGNATURE</i> </p>	<p><i>PRINT</i> Shannon Thompson</p>	<p><i>P.O / ADDRESS</i> PO BOX 83</p>
<p>11-6-23</p>	<p></p>	<p>Jack Smith Jr</p>	<p>PO Box 1204</p>

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Date	Signature	Name Printed	Haines PO Box #
11/8/23		Jason Hubbard	306
11/8/23		McQuaid, Edward	1114
11/8/23		George Hoffman	383
11/8/23		Laura Hoffman	383

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<u>Date</u>	<u>Signature</u>	<u>Name Printed</u>	<u>Haines PO Box #</u>
11/7/23		Makayla Copinger	284
11/7/23		KATHERINE N. BINKIE	1574
11/7/23		Sarah Ammons	1164
11/7/23		Gabe Hayden	33-5 mile property owner
11/8/23		Dixanne Goodman	177
11/8/23		Forest Podsioki	177
11-7-23		SUSAN HADDOCK	1231
11/7/23		Marilyn PARKS	816
11/7/23		JACK STOCETA	60 NE 2633
11/7/23		RUITH FAIRALL	527

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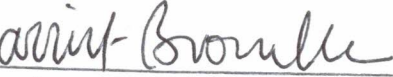
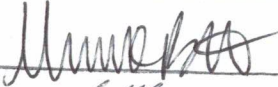


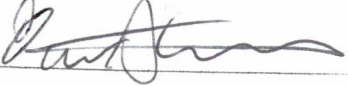
<u>Date</u>	<u>Signature</u>	<u>Name Printed</u>	<u>Haines PO Box #</u>
<u>11-6-23</u>	<u>Linda Waldo</u>	<u>LINDA WALDO</u>	<u>POB 492</u>
<u>11-6-23</u>	<u>Tonya Clark</u>	<u>Tonya Clark</u>	<u>POB 1462</u>
<u>11-6-2023</u>	<u>Jamie Katzeck</u>	<u>JAMIE KATZECK</u>	<u>1307</u>
<u>11-8-2023</u>	<u>James R Sykes</u>	<u>JAMES R SYKES</u>	<u>PO 173</u>
<u>11-8-2023</u>	<u>Michael Duxand</u>	<u>Michael Duxand</u>	<u>PO 985</u>
<u>11-08-2023</u>	<u>Robert J. David Jr</u>	<u>Robert J. David Jr</u>	<u>PO BOX 174</u>
<u>11-8-2023</u>	<u>R [Signature]</u>	<u>Robert Jennings</u>	<u>PO BOX 386</u>
<u>11-8-2023</u>	<u>Gregory Podziki</u>	<u>Gregory Podziki</u>	<u>PO BOX 25</u>
_____	_____	_____	_____
_____	_____	_____	_____

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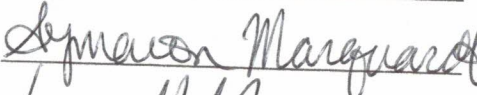


Date	Signature	Name Printed	Haines PO Box #
11-5-23		Harriet Bronillette	422
11/7/23		MERRILEE BOUCHART	427
11/7/2023		ALLAN JOBBINS	182
11-7-2023		Ben Swift	893
11-8-23		Dave Stickler	685

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Date	Signature	Name Printed	Haines PO Box #
Nov 7, 2023		Delana Wilks	1009
11/7/2023		Synaron Marquardt	1547
11/7/2023		Lynette Hart	992
11/7/2023		Shannon Spring	1647

Return completed forms to Paul Rogers. Call 767-5467 for drop off locations.

## Petition to the Haines Borough Assembly Requesting Cancellation of Michael Dahle's Agreement for Property Assessment Services

We, the undersigned Haines Borough residents formally request the Haines Borough Assembly to cancel the contract with Dahle Enterprises for Michael Dahle's services as the Haines Borough Contract Assessor. The contract currently expires on December 31, 2023, and can be cancelled with 30-days' notice, with or without cause.

Although, the Haines Borough does not currently require a Contract Assessor to maintain certain levels of certification with the Alaska Association of Assessing Officers (AAAO), we believe this is inadequate for such a sensitive position. The Borough should follow the example of other municipalities in the State by requiring the Borough Assessor to maintain a minimum of a level three certification with the AAAO and hold a current license by the State of Alaska Board of Certified Real Estate Appraisers.

In doing so trust and confidence can be restored in the Haines Borough property tax assessment process.

Date	Signature	Name Printed	Haines PO Box #
11/6/2023	Ronnie Bradley	Ronnie Bradley	PO Box 1698
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

HAINES BOROUGH  
RESOLUTION No. 23-11-####

**A Resolution of the Haines Borough Assembly requiring the Borough Manager to provide 30-day written notice of cancellation of Professional Services Agreement with Dahle Emprises.**

**WHEREAS,** Dahle Emprises was retained by the Haines Borough to provide contract assessor services beginning December 16, 2022; and

**WHEREAS,** Michael Dahle has been at the center of public dissatisfaction with the property tax assessment process; and

**WHEREAS,** The contract with Dahle Emprises states:

3.1 1. Terms of Agreement. This Agreement shall commence as of **December 16, 2022**, and shall continue to and including **December 31, 2023**. This Agreement may automatically be **renewed year-to-year so long as mutually agreeable and subject to satisfactory contractor performance and funding availability**. Contract conditions and rates may be renegotiated prior to any contract renewal. **Either party may cancel the written contract by providing a minimum 30-day notice, in writing, with or without cause** (emphasis added).

**WHEREAS,** A substantial number of Haines Borough residents dissatisfied with the contract assessor's tactics, behavior, and lack of transparency have signed a petition to cancel the contract with Dahle Emprises;

**NOW, THEREFORE, BE IT RESOLVED** that the Haines Borough Assembly directs the borough manager to immediately provide 30-day written notice of cancellation of the contract with Dahle Emprises.

Adopted by a duly constituted quorum of the Haines Borough Assembly this 14th day of November 2023,



11C6

HAINES BOROUGH, ALASKA  
RESOLUTION No. 23-09-1060

Adopted

**A Resolution of the Haines Borough Assembly Establishing  
the Haines Community Builder Award Program**

**WHEREAS**, the Government Affairs and Services Committee (GASC) considered and recommends the creation of a Haines Community Builder Award Program; and

**WHEREAS**, the purpose of the award is to annually recognize the unique and positive contributions or efforts of an individual, organization or business entity to the quality of life for residents of the Haines Borough; and

**WHEREAS**, nominations for the award shall be made by any Haines Borough resident at least 16 years old but may not be a related (either personally or professionally) nominee; and

**WHEREAS**, eligible nominees include individuals, organizations or business entities in or serving the Haines Borough; and

**WHEREAS**, nominations shall be made on the Community Builder Nomination form and submitted to the Borough Mayor by October 31 annually; and

**WHEREAS**, the Assembly shall consider the eligible nominations at an executive session held in November and the resulting Community Builder for that year shall be affirmed by a minimum of five (5) assembly votes; and

**WHEREAS**, at the first meeting held in December, the Mayor shall read a proclamation honoring the Community Builder chosen, and award the sum of \$1,000 to the Community Builder,

**NOW, THEREFORE, BE IT RESOLVED**, the Haines Borough hereby establishes the annual Community Builder Award program and shall annually appropriate \$1,000 from Fund 01 to support the program.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 26th of September, 2023.

  
\_\_\_\_\_  
Douglas Olerud, Borough Mayor

Attest:

  
\_\_\_\_\_  
Alekka Fullerton, MMC, Borough Clerk



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OCT 30 2023

Program Name: Community Builder Award

Nomination Form

HAINES BOROUGH CLERK'S OFFICE

Nominee Cindy Zuluaga Jimenez

- (Check One)  Individual
- Organization/Association (non-government, nontribal – see below)
- Business
- Government, Agency/Tribe

How are you related to your nominee, if you are? \_\_\_\_\_

(Check if applicable) I am not related to the nominee. X

1. Describe what the nominee has done (tangible thing created, produced or realized, or exhibited leadership or behavior) that moves you to make this nomination. This can be an effort over time or a single action. If it is an investment of time and/or money, do your best to value the measure (time and money) in real terms. Use additional paper if necessary.

Headed up Haines Recreational Group (RERC) through Haines Economic Development Council (HEDC) involving a broad base of community members + securing support from local, state, + federal funders + facilitators, volunteers in winter teaching Spanish for free through a series of classes available to anyone interested.

2. Explain how what you have described above improves the quality of life for residents of the Haines Borough. Who has it helped? How has it helped? Why does it matter, or of what consequence? Use additional paper if necessary.

Ability + willingness to address complex issues in a positive manner involving all members of community beyond to achieve common goals through skillful communications +

Nominator Kathleen Merke (printed name)

Telephone number 907-766-3517

Email address k@akmk.com

Resident address 515 Mud Bay Rd / PO Box 781

Signature of Nominator Kath

Printed Name and Signature of Supporter Kathleen Merke

Kath

interested + heads up innovative community composting program represents community with a positive face at all times

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OCT 31 2023

Program Name: Community Builder Award

Haines Borough Community Builder Award Program Description and Nomination Form

HAINES BOROUGH  
CLERK'S OFFICE

Nomination Form

Nominee: **Four Winds Resource Center at Mosquito Lake School**

(Check One)  Individual  Organization/Association (non-government, nontribal – see below)  Business  Government, Agency/Tribe

How are you related to your nominee, if you are? **Board Member**

(Check if applicable) I am not related to the nominee. \_\_\_\_\_

1. Describe what the nominee has done (tangible thing created, produced or realized, or exhibited leadership or behavior) that moves you to make this nomination. This can be an effort over time or a single action. If it is an investment of time and/or money, do your best to value the measure (time and money) in real terms. Use additional paper if necessary.

**The FWRC created a 6,00 square foot community garden which has been in full production since 2020, hosts weekly yoga and upper valley children's play group, created kids art camp, distributes monthly food boxes with the Salvation Army, hosts monthly game night, created tool library which includes a log splitter which is much needed by rural residents. The FWRC will be partnering with the SE Alaska Food Bank to provide a food pantry to residents, once the MOU is finalized with the Haines Borough**

**The FWRC has created partnerships with Rural Cap, Chilkat Valley Community Foundation, Rasmusson Foundation, Salvation Army, Ecotrust, Lynn Canal Conservation and the Haines Senior Center.**

**This has been accomplished solely with volunteer support.**

2. Explain how what you have described above improves the quality of life for residents of the Haines Borough.

**The facility and the programs provide a welcoming space with activities specific to the needs of the community; everyone is welcome.**

Who has it helped?

**The FWRC has helped everyone who chooses to participate, specifically the food insecure, money residents, children wanting to engage in fun activities and people needing to utilize tools they could not afford to purchase themselves.**

How has it helped?

**FWRC nurtures a sense of belonging and fosters responsibility to take charge of creating a community space for all.**

Why does it matter, or of what consequence? Use additional paper if necessary.

**The community needs a place where everyone is welcome and no money is exchanged. Inclusion and belonging are foundational to a sense of security and motivation a positive contribution to society.**

Nominator Erika Merklin (printed name)

Telephone number 907-767-5586

Email address erikajane@yahoo.com

Resident address hc 60 box 2618 haines, ak 99827

Signature of Nominator \_\_\_\_\_

Printed Name and Signature of Supporter \_\_\_\_\_

*Erika Merklin*

Printed Name and Signature of Supporter Stacey Powlison Stacey Powlison

\_\_\_\_\_

OCT 3 1 2023

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Program Name: Community Builder Award

## Nomination Form

Nominee: Shelby Flemming

(Check One)  Individual

Organization/Association (non-government, nontribal – see below)

Business

Government, Agency/Tribe

How are you related to your nominee, if you are?

(Check if applicable) I am not related to this nominee.

1. Describe what the nominee has done (tangible thing created, produced or realized, or exhibited leadership or behavior) that moves you to make this nomination. This can be an effort over time or a single action. If it is an investment of time and/or money, do your best to value the measure (time and money) in real terms.

Use additional paper if necessary.

Shelby has been teaching yoga **for free** at the Four Winds Resource Center at the Mosquito Lake School for approximately 4 years. She works full time for Fish and Game, yet finds the time to come to the School every Tuesday evening to teach. Shelby is also on the Board for the Four Winds Resource Center where she acts as secretary, a time consuming job. She impresses many people as a person who is interested in making her upper valley community a better place by offering local residents a chance to meet together for a healthy and fun activity.

Shelby is essential to the total operation of the community center through her participation on the Board. She is energetic and willing to put in the hard work. The Four Winds Resource Center at the Mosquito Lake School depends on volunteers to keep it vibrant and functional. Shelby always

shows up to set up for events and clean-up afterwards. We in the Upper Valley really appreciate Shelby's dedication to make this community thrive year around. It is difficult to measure Shelby's contributions in time and money, but a yoga class in town will cost you \$10 to \$15. Now multiply that by 52 weeks in a year over 4 years  $(208) \times \$10 \text{ to } \$15 = \$2,008 \text{ to } \$3,120$  (this is approximate). Then add all her volunteer hours to keep the Resource Center viable and we come up with an incalculable figure for the residents of the Upper Valley. It's worth a reminder that the Upper Valley does not have the resources and variety of opportunities available in town, so Shelby's contributions are that much more valuable.

2. Explain how what you have described above improves the quality of life for residents of the Haines Borough. Who has it helped? How has it helped? Why does it matter, or of what consequence? Use additional paper if necessary.

Shelby's work has improved the lives of countless residents of our Upper Valley community. She has helped to bring a healthy practice to those who attend her classes regardless of their ability to pay. (Usually between 6 to 8 men and women per class depending on the time of year.) Her volunteer work has benefitted many local and town people who have attended our many events at the Mosquito Lake School. It is not unusual to have 50 to 100 people at these events.

This resource matters! It is the only community resource of its kind in the upper valley. Shelby has an integral and essential part in making this community asset viable.

Nominator: Julie Korsmeyer

Telephone number: 907 767-5456

Email address: [jkwinner526@gmail.com](mailto:jkwinner526@gmail.com)

Resident address: PO Box 1561 Haines, AK 99827

Signature of Nominator:

  
\_\_\_\_\_

Printed Name and Signature of Supporter:

Deb Stanford

  
\_\_\_\_\_

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Program Name: Community Builder Award

OCT 31 2023

Nomination Form

HAINES BOROUGH  
CLERK'S OFFICE

Nominee DOUGLAS OLERUD

(Check One)  Individual  
 Organization/Association (non-government, nontribal – see below)  
 Business  
 Government, Agency/Tribe

How are you related to your nominee, if you are? No  
(Check if applicable) I am not related to the nominee. NOT RELATED

1. Describe what the nominee has done (tangible thing created, produced or realized, or exhibited leadership or behavior) that moves you to make this nomination. This can be an effort over time or a single action. If it is an investment of time and/or money, do your best to value the measure (time and money) in real terms. Use additional paper if necessary.

*Douglas gave 3 years of unselfish public service <sup>while</sup> serving as mayor. He brought a higher level of civility, respect and accountability of proper government process and meeting process to Haines.*

2. Explain how what you have described above improves the quality of life for residents of the Haines Borough. Who has it helped? How has it helped? Why does it matter, or of what consequence? Use additional paper if necessary.

*Douglas provided high level leadership to help the community of Haines quickly recover from the 12/2020 weather event and COVID-19 epidemic. This helped the entire community.*

Nominator DAVID LONG (printed name)

Telephone number 907 713 5380  
Email address hainesrealestate@gmail.com  
Resident address 769 SMALL TRACTS ROAD

Signature of Nominator *David Long*

Printed Name and Signature of Supporter Pamela Long  
*Pamela Long*



Program Name: Community Builder Award

RECEIVED

Nomination Form

OCT 20 2023

Nominee HAINES Huts - Trails

HAINES BOROUGH  
CLERK'S OFFICE

(Check One)  Individual

Organization/Association (non-government, nontribal – see below)

Business

Government, Agency/Tribe

How are you related to your nominee, if you are? \_\_\_\_\_

(Check if applicable) I am not related to the nominee.

1. **Describe** what the nominee has done (tangible thing created, produced or realized, or exhibited leadership or behavior) that moves you to make this nomination. This can be an effort over time or a single action. If it is an investment of time and/or money, do your best to value the measure (time and money) in real terms. Use additional paper if necessary.

ATTACHED

2. **Explain** how what you have described above improves the quality of life for residents of the Haines Borough. Who has it helped? How has it helped? Why does it matter, or of what consequence? Use additional paper if necessary.

ATTACHED

Nominator REBEZIA HYLTON (printed name)

Telephone number 907-612-0296

Email address rebahylton907@gmail.com

Resident address 215 Willard, HAINES

Signature of Nominator [Handwritten Signature]

Printed Name and Signature of Supporter Suzanne Villet-Sinclair  
[Handwritten Signature]

Haines Huts and Trails deserves to be recognized with a Community Builder Award for their remarkable initiative in constructing a cabin on Takshanuk Mountain. As a resident of the Haines community, I am moved to make this nomination based on their exceptional commitment to enhancing the local quality of life. Haines Huts and Trails, as a grassroots non-profit organization, exemplifies the spirit of community and dedication to the betterment of our town. The construction of the cabin on Takshanuk Mountain is not merely a structure; it is a symbol of their long-term commitment to our community and the visitors who come to experience our beautiful region.

The cabin on Takshanuk Mountain stands as a testament to the organization's vision and hard work. It will undoubtedly serve as a welcoming retreat for both locals and visitors, enhancing the outdoor recreational opportunities in our region. This endeavor fosters a sense of togetherness, encouraging more people to explore the natural beauty of our area. By providing such a resource, Haines Huts and Trails is contributing significantly to the overall well-being of our community, making it more attractive to residents, potential residents and tourists alike. Their dedication to creating a lasting impact and a better quality of life for everyone in Haines makes them a deserving candidate for the Community Builder Award.

*Rebecca A. Hyatt*

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Program Name: Community Builder Award

OCT 20 2023

Nomination Form

HAINES BOROUGH  
CLERK'S OFFICE

Nominee Douglas Olerud

- (Check One)  Individual  
 Organization/Association (non-government, nontribal – see below)  
 Business  
 Government, Agency/Tribe

How are you related to your nominee, if you are? Not related

(Check if applicable) I am not related to the nominee.

1. **Describe** what the nominee has done (tangible thing created, produced or realized, or exhibited leadership or behavior) that moves you to make this nomination. This can be an effort over time or a single action. If it is an investment of time and/or money, do your best to value the measure (time and money) in real terms. Use additional paper if necessary.

See attached.

2. **Explain** how what you have described above improves the quality of life for residents of the Haines Borough. Who has it helped? How has it helped? Why does it matter, or of what consequence? Use additional paper if necessary.

See attached.

Nominator Alekka Fullerton (printed name)

Telephone number 907-766-6402

Email address afullerton@haines.ak.us

Resident address 1068 Mud Bay Rd

Signature of Nominator 

Printed Name and Signature of Supporter Kiersten Long  
Kiersten Long - Deputy Clerk

Attachment to Community Builder Award nomination form for:

Douglas Olerud

**Describe** what the nominee has done (tangible thing created, produced or realized, or exhibited leadership or behavior) that moves you to make this nomination. This can be an effort over time or a single action. If it is an investment of time and/or money, do your best to value the measure (time and money) in real terms.

Doug has guided this community through some of the most difficult circumstances imaginable. His stalwart support of the Haines Borough and all of its inhabitants is evident in all he does. He led us through an international pandemic, fatal local landslide, economic turmoil, to name a few. He has been an unfailing advocate for Haines both within the community and outside the Borough. He has represented us on the Alaska Municipal League board, in Juneau and in Washington D.C. He has met with countless state and federal officials advocating for Haines. He has dedicated hours of time daily to Haines Borough government and compensated very little for that time. But more than that. Doug cares. He really cares. He wore the mantle of leadership in the best possible way—always taking the time to meet with people, listen to them and thoughtfully consider their concerns and ideas.

**Explain** how what you have described above improves the quality of life for residents of the Haines Borough. Who has it helped? How has it helped? Why does it matter, or of what consequence?

Tangibly, Doug has been instrumental in bringing both state and federal money to Haines through his unceasing advocacy.

Intangibly, but more importantly to me, Doug has fostered positive relationships in the Borough. He has lead this community with intelligence, compassion and love. I have seen Doug espouse positions good for the community even if he, personally, did not believe in them. I know for a fact that all decisions weighed heavily on Doug and he always listened to people with thoughtful consideration. He asks questions and solved problems. Doug encouraged others to be the best version of themselves.

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Program Name: Community Builder Award

OCT 30 2023

Nomination Form

Nominee Chilkoot Indian Association (CIA)

HAINES BOROUGH CLERK'S OFFICE

- (Check One)  Individual  
 Organization/Association (non-government, nontribal – see below)  
 Business  
 Government, Agency/Tribe

How are you related to your nominee, if you are? \_\_\_\_\_  
 (Check if applicable) I am not related to the nominee.  \_\_\_\_\_

1. Describe what the nominee has done (tangible thing created, produced or realized, or exhibited leadership or behavior) that moves you to make this nomination. This can be an effort over time or a single action. If it is an investment of time and/or money, do your best to value the measure (time and money) in real terms. Use additional paper if necessary.

CIA dedicated 70+ acres of wooded & wetlands to location, construction & maintenance of a pedestrian trail system ~~enjo~~ to be enjoyed by all residents, visitors and their canine friends between Third Avenue (S) and West Fair Drive. Construction spanned 2-3 years. The design & construction methods demonstrate appreciation for the natural environment. Estimated Cost: \$250K+ Maintenance & Depreciation: \$10K annual

2. Explain how what you have described above improves the quality of life for residents of the Haines Borough. Who has it helped? How has it helped? Why does it matter, or of what consequence? Use additional paper if necessary.

The trail is ADA accessible & open for all to use. It is an exemplary investment in community infrastructure that encourages learning (flora & fauna) (hydroponics) and healthful activities (walking) as well as spiritual growth, either meandering alone, with your dog or enjoying quiet time with a friend away from traffic & noise of commerce.

Nominator Debra J. Schnabel (printed name)

Telephone number 907 314 0788  
 Email address debra.schnabel@gmail.com  
 Resident address 1 W Bjornstad Drive

Signature of Nominator *Debra J. Schnabel*

Printed Name and Signature of Supporter J.R. Churchill  
*J.R. Churchill*

# 12A

We work to promote a  
better life for Alaskans.



301 W. Northern Lights Blvd.  
Suite 601  
Anchorage, AK 99503

Tel 907-297-2700  
info@rasmuson.org

[rasmuson.org](http://rasmuson.org)

November 1, 2023

Annette Kreitzer  
Borough Manager  
Haines Borough  
P.O. Box 1209  
Haines, AK 99827

Dear Annette Kreitzer:

I am pleased to inform you that Haines Borough has been awarded a grant of \$25,000 for Jenae's Playground at the Haines School.

You will receive a payment within two weeks via Bill.com, with the option to sign up for future payments electronically. By accepting the funds, you agree to the terms of the enclosed Grant Agreement.

We are interested in keeping in touch with your organization. Please include us on your regular mailing list and let us know of any significant accomplishments or special events. In addition, we would appreciate hearing how this grant has made a positive difference for your organization and your community.

The final report is due November 30, 2024. This can be completed online by logging into our grants management system found at [rasmuson.org](http://rasmuson.org). If you need assistance, you may contact the staff listed below.

We are honored to partner with organizations such as yours to promote a better life for all Alaskans. If you have questions, please contact Samona Norombaba at (907) 297-2700, toll-free in Alaska (877) 366-2700, or email at [snorombaba@rasmuson.org](mailto:snorombaba@rasmuson.org).

Congratulations on your award.

Best regards,

Christopher Perez  
Vice President of Programs

Enclosures

RF grant number 18277

**BOARD of DIRECTORS**

Adam Gibbons, *Chair*  
Jay Gibbons  
Lile R. Gibbons  
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Judy Rasmuson  
Marilyn Romano  
Angela Salazar  
Natasha von Imhof

**PRESIDENT**

Gretchen Guess



## GRANT AGREEMENT

**Grantee:** Haines Borough  
**Total Award Amount:** \$25,000.00  
**Project Title:** Jenae's Playground at the Haines School  
**Award Date:** October 19, 2023  
**Grant Number:** 18277  
**Grant Type:** Tier 1  
**Award Detail and Conditions:** Outright grant of \$25,000 for Jenae's Playground at the Haines School  
**Program Staff:** Samona Norombaba

### **Rasmuson Foundation Grant Award and Conditions**

#### **Grant Number**

The Grant Number for this award is 18277. Please refer to this number in all correspondence related to this award.

#### **Grant Payments**

Payment of the grant funds will be mailed within two weeks via Bill.com. By accepting these funds, Grantee agrees to accept all grant award conditions and comply with Rasmuson Foundation's requirements.

#### **Expenditure of Funds**

This grant is based upon a specific proposal containing a project description. It is expected that the entire amount of this grant will be applied to the described project and not used for any other purposes. If unspent funds remain at the end of the grant period, the balance of the grant funds must be returned to the Foundation.

#### **Grant Duration**

As agreed during the grant proposal review process, the grant has the following beginning and end dates:

Grant begin date: October 19, 2023  
Grant end date: November 30, 2024

#### **Extension**

Extensions are not encouraged for small grants. Should Grantee be unable to complete the project by the grant end date, Grantee should contact the assigned Program Officer.

Refer to grant number 18277 in all correspondence regarding this grant.

### **Budget Reallocation or Project Revision**

Requests to substantially revise the scope of an award for activities not proposed initially or inconsistent with the award's intent are not permitted.

### **Unspent Funds**

It is the policy of the Foundation that unspent funds are returned with the final report.

### **Reporting Requirements and Forms**

A final report is due within 30 days after the grant end date. In reporting, Grantee should describe the project's status and explain its impact on the organization and community.

A final report should be submitted online through the Rasmuson Foundation grantee portal at [grants.rasmuson.org](http://grants.rasmuson.org). If you cannot access the grantee portal, please contact the Foundation for assistance. If necessary, the Grantee may submit a final report via email (a form in a fillable PDF format is available on the Foundation's website at [www.rasmuson.org/forms](http://www.rasmuson.org/forms)).

### **Certification of IRS Status**

By depositing the grant check and agreeing to this document, Grantee certifies that it is a tax-exempt agency under Section 501(c)(3) of the Internal Revenue Code and is classified as not a private foundation under Section 509(a)(1) or 509(a)(2) of the Code, or is a unit of government, or is a federally recognized tribal organization.

**If the organization is required to file form 990 or any version thereof, Grantee certifies that these have been filed for the last three tax years (the most recent tax year may be on an unexpired extension). Any change in IRS tax-exempt status must be promptly reported to the Foundation.**

### **Change in Key Personnel or Contact Information**

Please notify your Program Officer in writing any changes in leadership or key personnel or changes of contact information.

### **Termination of Award**

Failure to fulfill the terms of this agreement may result in the termination of the grant. If the grant is terminated, the Foundation may ask for the return of grant funds. Also, the organization may be ineligible to apply for future funding from the Rasmuson Foundation.

If you have questions, please call or email your assigned Program Officer:

Program Staff: Samona Norombaba  
Phone: (907) 297-2700 or toll free in Alaska (877) 366-2700  
Email: [snorombaba@rasmuson.org](mailto:snorombaba@rasmuson.org)

Refer to grant number 18277 in all correspondence regarding this grant.



