



Haines Borough  
Planning Commission Meeting  
July 10, 2014  
MINUTES

Approved

1. **CALL TO ORDER/PLEDGE TO THE FLAG** – Chairman **Goldberg** called the meeting to order at 6:30 p.m. in Assembly Chambers and led the pledge to the flag.
2. **ROLL CALL** – **Present:** Chairman Rob **Goldberg**, Commissioners Lee **Heinmiller**, Heather **Lende**, Andy **Hedden**, Robert **Venables**, Danny **Gonce**, and Don **Turner III**.  
**Staff Present:** Stephanie **Scott**/Mayor and Tracy **Cui**/Planning & Zoning Technician III.  
**Also Present:** Timothy **Wolf**, Tiana **Taylor**, Jeanne **Kitayama**, Paul **Wheeler**, Jan **Hill**, and Debra **Schnabel** (liaison).
3. **APPROVAL OF AGENDA**  
The applicant for Item 8A requested a postponement of her conditional use proposal. The reason for the postponement was that her application was incomplete. The commission decided to remove Item 8A from the agenda.  
**Motion:** **Venables** moved to “approve the agenda as amended”. **Gonce** seconded it. The motion carried unanimously.
4. **APPROVAL OF MINUTES** – June 12, 2014 Regular Meeting Minutes  
**Motion:** **Venables** moved to “approve the June 12, 2014 regular meeting minutes as amended”. The motion was amended to add details on Item 8A Chilkat Lake Road Rezoning Petition, add explanations about “temporary residences” on Item 7A Planning & Zoning Report, and reword the motion of Item 10D1 Classification of Borough Lands for Sale. **Heinmiller** seconded it. The motion carried unanimously.
5. **PUBLIC COMMENTS**  
Mayor **Scott** thanked the commissioners for attending the Energy Round Table.  
Surveyor **Wolf** introduced himself to the commission.
6. **CHAIRMAN’S REPORT**  
**Goldberg** said 34 planners from Alaska’ largest to some of its smallest communities responded to a 5-question survey about Alaska Downtowns that Barbara Sheinberg initiated. He read the survey report and realized a lot of small communities have the same problems we do. The report also provides some successful solutions on downtown improvements.  
**Goldberg** encouraged the commissioners to attend the Fort Seward Wayside Interpretation Workshop between July 15 and 17.
7. **STAFF REPORTS**
  - A. **Planning & Zoning Report**  
**Cui** reported monthly land use permitting, enforcement activities, and the status of on-going projects.

**Cui** said recently an RV park owner requested placement of a moveable dry cabin in his RV Park for renting purposes. The property is zoned light industrial commercial. After checking the Borough code, it appears that the proposed use does not perfectly fall under any of the categories in the Borough zoning chart. **Cui** asked for commissioners' thoughts on this issue. The commission directed **Cui** to work with the Borough manager on interpretation of code, and make the final decision.

**Lende** asked the status on George Edwards' junk yard abatement order. **Cui** said in consideration of Mr. Edwards' physical and financial situation, the manager offered Mr. Edwards an additional six months to correct the violation.

## 8. **PUBLIC HEARINGS**

**A. Kim Chetney – Lodging Rental Conditional Use Proposal** (postponed)

**B. Tiana Taylor – Guest House Conditional Use Proposal**

**Motion:** **Lende** moved to “approve Taylor’s conditional use proposal with the condition of requiring code-compliant water & sewer connections to the cabin”.

**Heinmiller** seconded it. The motion carried unanimously.

## 9. **UNFINISHED BUSINESS** – None

## 10. **NEW BUSINESS**

**A. Historic District/Building Review** – None

**B. Haines Borough Code Amendments**

### 1. **Setback Regulations in the General Use Zone & Construction Declaration Information Sheet**

**Goldberg** said the current code requires that construction of fences within the required setback is subject to a permit. The commissioners discussed this requirement and decided that it is not a good idea to require land use permits to construct fences Borough wide because the Borough does not have land use permit applications outside of the townsite service area. Therefore, the commission determined to add “fences outside of the townsite service area” on the list of exemptions to the setback requirements.

**Motion:** **Turner** moved to “recommend the Assembly adopt substitute ordinance 13-12-358”. **Venables** seconded it. The motion carried unanimously.

The commission approved the new construction declaration form that comes with an information sheet that will explain the zoning regulations and setbacks for the applicant’s location.

**C. Project Updates** – None

**D. Other New Business**

### 1. **Primary School Subdivision, Portion of Lot 8**

**Motion:** **Lende** moved to “recommend the Assembly further consider the proposal from Haines Brewing Company”. **Turner** seconded it. The motion carried unanimously.

The site is currently zoned Commercial. The Brewing Company is defined as “light industrial commercial” in the code. They propose to construct an apartment in the building, so the use of the property is classified as “Combination,

residential/industrial/commercial (R/I/C)” which allows “Use-By-Right” in a commercial zone, per HBC 18.70.040.

11. **COMMISSION COMMENTS**

**Venables** said he would like to see a drawing showing the inventory of vacant lots and buildings within the downtown area. It will be helpful to determine how to make those properties useful and marketable, especially the Borough-owned properties.

More discussion ensued.

12. **CORRESPONDENCES** - None

13. **SET MEETING DATES** – The next regular Planning Commission meeting is scheduled for 6:30 p.m. on Thursday, August 14, 2014.

14. **ADJOURNMENT**– 8:00 p.m.