



**Haines Borough
Planning Commission Meeting
May 12, 2016
MINUTES**

Draft

1. **CALL TO ORDER/PLEDGE TO THE FLAG** – Chairman **Goldberg** called the meeting to order at 6:30 p.m. in Assembly Chambers and led the pledge to the flag.
2. **ROLL CALL** – **Present:** Chairman Rob **Goldberg**, and Commissioners Lee **Heinmiller**, Brenda **Josephson**, Larry **Geise**, Don **Turner III**, Heather **Lende** and Rob **Miller** (via telephone).

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

Also Present: Diana **Lapham**, Emily **Files**, Jan **Hill**/Mayor, Clay **Good**, Paul **Nelson**, Margaret **Friedenauer**, Burl **Sheldon**, and Brad **Ryan**/Interim Manager.

3. **APPROVAL OF AGENDA**

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

4. **APPROVAL OF MINUTES** – April 14, 2016 Regular Meeting Minutes.

Motion: **Lende** moved to “approve the April 14, 2016 minutes,” and **Turner** seconded it. The motion carried unanimously.

5. **PUBLIC COMMENTS—None**

6. **CHAIRMAN’S REPORT**

Goldberg asked Commissioner **Lende** to report on the 4/21/16 meeting with Roger Schnabel, Steve Cunningham and Renee Hoffman regarding the proposed Chilkat Valley Preschool addition to the Senior Center and possible safety concerns with the existing Schnabel property and truck traffic on the neighboring lot on First Street.

7. **STAFF REPORTS**

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

Commissioners questioned continued permitting of trailer at golf course due to change in definition of Temporary residences.

8. **PUBLIC HEARINGS**

- A. **Clay Good—Guest House Conditional Use Proposal**

Note: Property owner Clay Good applied for a conditional use permit to build a guest house on his property at 836 Mud Bay Road.

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

Good had no further information to add to his request for a CUP to build a guest house.

Lende questioned possible gravesites on the hillside of **Good’s** property. **Good** reported he had not seen any gravesites, but appreciated being aware of them.

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

Motion: Turner moved to “grant the conditional use permit for the construction of a guest house on Clay Good’s property,” and **Geise** seconded. The motion carried unanimously.

9. UNFINISHED BUSINESS - None

10. NEW BUSINESS

A. Historic District/Building Review—None

B. Haines Borough Code Amendments—None

1. Clarification of Calculating Building Height

The only change the Commissioners made to Ordinance No. 16-03-431 was in the definition of “Grade Plane”, as follows: "Grade Plane" means a reference plane representing the average of finished ground level adjoining the building at exterior walls. Where the finished ground level slopes away from the exterior walls, the reference plane shall be established as the average of the finished ground level measured at the lot line or, where the lot line is more than 6 feet from the building, measured at a point 6 feet from the building. Window wells, stair wells and garage ramps intended solely to provide below-ground access to the structure need not be included in the average when calculating grade plane. Prior to issuance of a land use permit, calculations shall disregard any fill or construction which have no significant purpose other than elevating the grade plane. In reaching such finding, only those architectural, structural, safety, aesthetic, access or other purposes claimed by the developer and supported by reasonable evidence shall be considered.

Motion: Turner moved to “amend the proposed ordinance by interjecting **Josephson’s** suggested verbiage and submitting it to the Assembly,” and **Josephson** seconded. The motion carried unanimously.

2. Reviewing Process for Capital Improvement Projects

After discussion on how to categorize projects based on dollar amounts of the proposed projects, **Goldberg** tabled the discussion until the June 9th PC meeting at which time he will provide more concise language.

C. Project Updates

D. Other New Business

1. Modular Units in Spruce Grove Park

After discussion, Commissioners determined that modular units are not allowed in a light industrial zoned area. Therefore, no motion was needed and **Goldberg** will inform Leonard **Dubber** of the decision.

2. Rezoning for Parks

Sheldon requested the PC to consider designating the corner of Third Avenue and Main Street as a Haines Borough park. **Josephson** emphasized the need for continued and limited commercial property on Main Street. No motion was needed, with the decision to make no changes for now, as corner “park” will probably remain undeveloped in the near future. **Goldberg** will

research Haines Borough code for “parks” definition and other “park” areas within the borough.

11. **COMMISSION COMMENTS**

Lende stated concern for parking at the former Salmon Bake buildings on the Fort Seward Parade Grounds, questioning if parking is taxed commercially or if it is public parking due to new ownership. **Heinmiller** confirmed that the leased part, which is only a small area, is taxed commercially.

12. **CORRESPONDENCE** - None

13. **SET MEETING DATES**

A. Regular Meeting — **Thursday, June 9, 2016 6:30 p.m.**

14. **ADJOURNMENT**– 8:55 p.m.