

Haines Borough  
Planning Commission Meeting  
March 12th, 2019  
MINUTES

Draft

1. **CALL TO ORDER/PLEDGE TO THE FLAG:** - Chairman **Lapham** 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- Diana **Lapham**; Don **Turner Jr.**; Rob **Goldberg**; Lee **Heinmiller**; and Zack **Ferrin**. **Absent:** Jessica **Kayser Forster**

**STAFF PRESENT:** Debra **Schnabel**, Borough Manager; Ed **Coffland** Public Facilities Director; and Savannah **Maidy**, Planning and Zoning Tech.

**OTHERS PRESENT:** Jan Hill, Brenda Josephson, Margarete Friedenauer, Greg Schlachter, Roger Schnabel, Marita Hartman,

3. **APPROVAL OF AGENDA:**

The following items were on the published consent agenda indicated by an asterisk (\*):

4 – Approval of Minutes

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

4. **APPROVAL OF MINUTES:**

*The February 14, 2019 Minutes were approved as part of the approval of the consent agenda.*

5. **PUBLIC COMMENTS:** None
6. **ASSEMBLY LIAISON REPORT:** **Josephson** reported that the public notice ordinance was introduced to the assembly and will begin the public hearing process.
7. **COMMISSION COMMENTS:** **Turner Jr.**
8. **CHAIRMAN'S REPORT:** **Lapham** reported that she received a letter of resignation from Sylvia **Heinz**.
9. **STAFF REPORT:** **Maidy** reported that Reitze CUP #19-58 has failed to meet all of the conditions of approval. CUP #19-58 may be reheard during the April Meeting.
10. **PUBLIC HEARINGS:**

- A. **Dusty Trails Variance Application #20-3 (C-MIS-0P-0100)** – Action Item – BPS Architects seek a variance regarding the number of required parking spaces for Dusty Trails Apartments

**Motion:** **Goldberg** moved to “Approve Variance Application #20-3” and the motion carried unanimously

- B. **Dusty Trails Conditional Use Permit Application #20-2 (C-MIS-0P-0100)** – Action Item – BPS Architects seeks approval for the reconstruction of E Building of Dusty Trails Apartments.

**Motion:** **Goldberg** moved to “Approve conditional use permit application #20-2 with the condition that BPS Architects submit a HAZMAT plan to the Planning Commission for approval before demolition begins” and the motion carried unanimously

**11. UNFINISHED BUSINESS:**

- A. **Highland Estates C-TNS-21-0300** – Conditional Use Permit #19-25 – The applicant is requests approval of amended site plan.

**Motion:** Ferrin moved to “Approve amended site plan for CUP #19-25” and carried unanimously.

**12. NEW BUSINESS:**

A. **Historic District/Building Review:**

B. **Haines Borough Code Amendments:**

C. **Project Updates:**

D. **Other New Business:**

1. **RFP for Public Engagement and Update of Haines Borough 2025 Comprehensive Plan Action Summary Bid** - Action Item - Review and Selection of contractors for the update of the Comprehensive Plan Action Summery.

*Staff Note: no recommendation was made.*

**13. COMMISSION COMMENTS:** None

**14. CORRESPONDENCE:**

- A. Correspondence from DOT&PF Regarding the Inter-Disciplinary Team.

**15. SET MEETING DATES:**

- A. Regular Meeting: – **Thursday, April 9<sup>th</sup>, 2020 at 6:30 p.m. at Assembly Chambers.**

**16. ADJURNMENT:** 7:48pm