



Haines Borough  
Planning Commission Meeting  
December 3, 2009  
MINUTES

**APPROVED**

1. **CALL TO ORDER/PLEDGE TO THE FLAG** –Chairman **Heinmiller** called the meeting to order at 6:30 p.m. in the Assembly Chambers and led the pledge to the flag.
2. **ROLL CALL – Present:** Chairman Lee **Heinmiller**, Commissioners Rob **Goldberg**, Robert **Venables**, Donnie **Turner**, Roger **Maynard** and Pete **Lapham**. **Absent:** Andy **Hedden**  
**Motion:** **Lapham** moved to excuse Commissioner **Hedden**. The motion carried unanimously.  
**Staff Present:** Steve **Ritzinger** – Planning and Zoning Technician, Jamie **Heinz** – Deputy Clerk and Brad **Maynard** – Director of Public Facilities.  
**Visitors Present:** Toni **DeWitt**, Tom & Liz **Heywood**, Bill & Libby **Kurz**, Stacie **Turner**, Joanie **Wagner**, Jack **Wenner**, Diana **Lapham**, Jack & Tracy **Allen**, and others.
3. **APPROVAL OF AGENDA**  
**Motion:** **Turner** moved to approve the agenda. The motion carried unanimously.
4. **APPROVAL OF MINUTES** – November 12, 2009 Regular Meeting  
**Motion:** **Lapham** moved to approve the November 12, 2009 Regular Meeting Minutes. The motion carried unanimously.
5. **PUBLIC COMMENTS** – **Kurz** suggested interaction between the planning function of CIA and the Borough's Planning Commission.
6. **CHARIMAN'S REPORT** – Chairman **Heinmiller** noted that MRV Architects will be in Haines in January to meet with the Planning Commission and the public and encouraged attendance of that meeting.
7. **STAFF REPORTS**
  - A. **Planning & Zoning Report** – **Ritzinger** summarized his written report that provided an update on recent permits, activities and projects.  
  
In addition to his written report **Ritzinger** explained that the Assembly had offered Mark Earnest the borough manager position. He also talked about a future Alaska Coastal Management Plan workshop in Anchorage to revise the gatekeeper clause and Alaska Coastal Management Plan standards.
8. **PUBLIC HEARINGS**
  - A. **Variance Requests** – None
  - B. **Conditional Use Permits**
    1. **Turner Construction, Inc. – Renewal**  
Chairman **Heinmiller** opened the public hearing at 6:36 p.m.  
**Turner** declared a conflict, stated his relationship to the company and stepped into the audience.  
**Wagner** spoke about Allen Road not being wide enough to be shared by both truck and pedestrian traffic. **DeWitt** provided a letter which was included in the permanent

record. D. **Lapham** spoke about the road conditions being adequate and pointed out that the road was maintained by the state. She also spoke about stipulations placed on the conditional use permit in the past being unfair and the courteousness of the contractor. L. **Kurz** stated that she has never encountered a problem with the width of the road when she's traveled it. **Wenner** asked what the future of the property would be. **Turner** pointed out that this gravel pit is the only one in the borough that has had two engineering studies done. He explained that more hours weren't asked for in the renewal request as a compromise with the neighbors and addressed the timeframe of the life of the pit pointing out that it will be utilized longer because of the way the engineer has recommended the resources be extracted. **Heywood** spoke about his appreciation for the compromise.

**Motion: Venables** moved to approve the Turner Construction, Inc. resource extraction conditional use permit renewal keeping the current stipulations and to be reviewed every three years.

The remaining life expectancy of the gravel pit, availability of another gravel pit for a potential land swap, conditions of Allen Road and the standards to which it was built and is maintained were topics discussed.

The motion carried unanimously.

**Motion: Venables** moved to recommend to the assembly that Allen Road improvements be prioritized for funding during the next legislative session. The motion carried unanimously.

## 9. **OLD BUSINESS**

### A. **Utilities within Setbacks**

No Discussion / No Action.

## 10. **NEW BUSINESS**

### A. **HCMP Consistency Review** – None

### B. **Haines Borough Code Amendments** – None

### C. **Historic Building Changes/Development** – None

### D. **Project Updates:**

#### 1. **PC Dock/Restroom/Pavilion**

DOT requirements for the parking area were discussed as was the issue of the parking layout in concept 7 not meeting code. The body's desire for parallel parking to be included in the concept was conveyed to the Assembly Liaison. Explanation of concept 7 and the need for a concept to move forward with permitting was given. It was expressed that gravel was the material to be used which would allow for a parking design change if necessary. It was also encouraged that comments be submitted to PND Engineers.

#### 2. **Downtown Planning**

No discussion.

#### 3. **Picture Point** – None

### E. **Other New Business**

#### 1. **Comprehensive Plan Revision RFP**

A commissioner reported that prior to the meeting he had discussed with the manager and there was a willingness to start out with an in house revision and update on the

simpler portions of the Comprehensive Plan and the RFP would be revisited after that. Updating the Comprehensive Plan every 5 years was also discussed.

## **2. Coastal Impact Assistance Program Funds Proposals**

Takshanuk Watershed Council explained how CIAP funds came to be and that the funds were secured by Representative Thomas. He also explained what had to be done to utilize the funds and offered suggestions for proposals.

The high quality of the Takshanuk Watershed Council and the work they did was expressed.

## **3. Oslund Drive to Haven Court Connection**

The need for the Borough to acquire property, multiple buildable layouts, an unfavorable turning radius for emergency vehicles on Haven Court and the need for a right-of-way to be in place for future planning were topics discussed.

**Motion:** Turner moved to accept Van Dort's dedicated connection from Bjornstad Drive to Barnett Drive as proposed as well as the Haven Court extension as proposed, contingent on the Borough Assembly acquiring the necessary property from the Allen's and Fitzgerald's. The motion carried unanimously.

## **4. Enclosable Deck Space on Guest Houses**

Proposed requirements for and maximum allowable percentage of gross square footage for enclosable deck space were topics discussed as well as potential problems with enforcement. There was also discussion regarding the meaning of the 800 square foot requirement for a secondary dwelling in the Lutak zoning district as well as the need for a clearer definition in the code. It was suggested that more definitions are needed as well and a meeting with the area residents would be in order prior to changing code dealing with their zoning district.

## **5. Appoint a Chair and Deputy Chair**

Goldberg and Heinmiller were asked about their desire to continue serving as Chair and Deputy Chair.

**Motion:** Turner moved to appoint Heinmiller as Chair and Goldberg as Deputy Chair. The motion carried unanimously.

- 11. COMMISSION COMMENTS – Waterman** said she was excited about being the Assembly's Liaison to the Planning Commission and was happy with mayor's appointments for her. She said she thinks the Planning Commission is doing great job and is having great discussions. She also pointed out that future manager Mark Earnest is excited to be working with the Haines Borough and is excited about revising the Comprehensive Plan.

**Goldberg** said the harbormaster and members of the Boat Harbor Advisory Committee have great ideas for the harbor and Klukwan dock and suggested that the Comprehensive Plan should focus on the waterfront.

**Venables** said he felt it was a great idea for the Planning Commission to work with CIA.

- 12. COMMUNICATION – None**

- 13. SET MEETING DATES –** The next Regular Planning Commission meeting is scheduled for 6:30 p.m. on Thursday, January 14<sup>th</sup> unless an earlier time is necessary due to the meeting with MRV.

- 14. ADJOURNMENT – 8:50 p.m.**