



Haines Borough
Planning Commission Meeting
November 10, 2011
MINUTES

Approved

1. **CALL TO ORDER/PLEDGE TO THE FLAG** – Chairman **Heinmiller** called the meeting to order at 6:33 p.m. in Assembly Chambers and led the pledge to the flag.
2. **ROLL CALL** – **Present:** Chairman Lee **Heinmiller**, Commissioners Roger **Maynard**, Donnie **Turner**, Rob **Goldberg**, and Robert **Venables**. **Absent:** **Commissioner** Andy **Hedden**.

Staff Present: Steve **Ritzinger**/Planning and Zoning Technician

Also Present: Joanne **Waterman**/Assembly Liaison, Danny **Gonce**, Harriett **Brouillette**, and Debra **Schnabel**/Assembly Member

3. **APPROVAL OF AGENDA**

Motion: **Goldberg** moved to “approve the agenda,” and it was seconded. The motion carried unanimously.

4. **APPROVAL OF MINUTES** – October 13, 2011 Regular Meeting

Motion: **Turner** moved to “approve the October 13, 2011 Regular Meeting Minutes,” and it was seconded. The motion carried unanimously.

5. **PUBLIC COMMENTS:**

Schnabel, newly elected assembly member, said she recognizes the PC as the planning body for the borough and to her planning encompasses a very broad scope. She will advocate strongly for including the PC in the work of the assembly. She would like a stronger relationship between the PC and the BA along with the Public Facilities Department. The PC needs to be intricately involved with capital project planning. She would like the Port Development Steering Committee to be a sub-committee of the PC.

6. **CHAIRMAN’S REPORT** – None

7. **STAFF REPORTS:**

A. Planning & Zoning Report – **Ritzinger** summarized his written report that included the following items:

- Recently issued permits
- Enforcement orders

8. **PUBLIC HEARINGS**

A. Della Brouillette – Setback Variance Request

Ritzinger said DOT has no objection provided it is at least six feet from the Right of Way.

Chairman **Heinmiller** opened the public hearing.

Harriett **Brouillette** clarified the property is owned by her family and not Della. She is not sure where the discrepancy is coming from. She said it will be nice to have a horse out there again.

Heinmiller closed the public hearing.

Motion: **Goldberg** moved to “approve the Brouillette setback variance request to allow a horse barn to be constructed 14 feet into the 20 foot setback from the Haines Highway right-of-way at 3 mile Haines Highway,” and it was seconded. The motion carried unanimously.

During discussion, Heinmiller noted the proposed barn will be farther away from the Right of Way than the existing house. Goldberg said there is obvious physical limitation with that property and is a classic example of a situation where a variance is needed. Part of the hillside had to be excavated in order to create a site for the barn.

9. UNFINISHED BUSINESS - None

10. NEW BUSINESS

- A. Historic District/Building Review – None**
- B. Haines Borough Code Amendments – None**
- C. Project Updates – None**
- D. Other New Business**

1. Planning Commission Appointments

Motion: **Goldberg** moved to “recommend the mayor appoint Danny Gonce to the vacant Planning Commission Seat G, and reappoint Commissioners Andy Hedden and Don Turner III to Planning Commission Seats C and F,” and it was seconded. The motion carried unanimously.

2. Port Development Steering Committee - Planning Commission Representative

Motion: **Venables** moved to “recommend for Commissioner Roger Maynard be appointed to represent the Planning Commission on the Port Development Steering Committee,” and it was seconded. The motion carried unanimously.

During a brief discussion, the commissioners indicated they would like to receive regular reports from the Committee.

11. COMMISSION COMMENTS

Goldberg met with Brian Lemcke and there is a lot to do. For one thing, many facilities are falling apart because of deferred maintenance, especially the water plant. That building is literally in danger of falling down. The commissioners discussed various examples of other facilities in need of maintenance.

Goldberg said some people are upset that the planning commission approved the CIA subdivision. The plat approval process needs to be amended so that the commission sees the 100% drawings before construction starts. **Turner** agreed and added that borough authorization should also be required before any changes can be made to a final design once it is approved by the planning commission. There should be a good paper trail, as well. **Waterman** agreed, and said it should also help if there is a better working relationship between the planning commission and the Director of Public Facilities. The borough also needs to have some avenue in the platting process to inspect during construction.

12. COMMUNICATION

13. SET MEETING DATES – The next Regular Planning Commission meeting was scheduled for 6:30 p.m. on Thursday, December 8th.

14. ADJOURNMENT – 7:00 p.m.