

Planning Commissioners

Paul Liedberg, Chair, Seat B
Vacant, Seat A
Bill Rodawalt, Seat C



Rachel Muir, Seat D
Andy Anderson, Seat E
Julie Baltar, Seat F
Vacant, Seat G

**DILLINGHAM PLANNING COMMISSION
REGULAR MEETING**

**July 16, 2013
5:30 p.m. City Council Chambers**

Agenda

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. APPROVAL OF AGENDA**
- IV. COMMUNICATIONS**
 - A. Public Comment
 - B. Communications to the Planning Commission
 - C. Planner's Report
- V. PUBLIC HEARINGS**
 - A. Crystal Subdivision
- VI. NEW BUSINESS**
- VII. UNFINISHED BUSINESS**
 - A. PCR 2013-09 Approving Crystal Subdivision Preliminary Plat Action
 - B. Subdivision Access Committee Recommendations Discussion
- VIII. COMMISSIONER COMMENTS**
- IX. ADJOURNMENT**

Planning Commissioners
Vacant, Seat A,
Paul Liedberg, Seat B
Bill Rodawalt, Seat C, Chair



Rachel Muir, Seat D
Andy Anderson, Seat E
Julie Baltar, Seat F
Vacant, Seat G

REGULAR MEETING MINUTES
June 18, 2013

I. CALL TO ORDER

Bill Rodawalt, Chair, called the regular meeting of the Dillingham Planning Commission to order at 5:34 p.m. in the City Council Chambers.

II. ROLL CALL (quorum is 4)

Members present:

Paul Liedberg, Seat B
Rachel Muir, Seat D
Andy Anderson, Seat E
Julie Baltar, Seat F

Members Absent

Staff in Attendance:

Jody Seitz, City Planner, Recorder

Guests: James Jones, UAF BB Campus

III. APPROVAL OF MINUTES

MOTION: Paul Liedberg moved to approve and Julie Baltar seconded the motion to approve the agenda.

- Bill Rodawalt noted that Terry Hoeffler should not be marked as excused, Bill Rodawalt should.
- Julie Baltar raised the question about a typo after the Recorder's Note: "No motion to suspend the rules..."
- Planner Seitz responded to eliminate the preposition "to" after the statement.
- Julie Baltar questioned who offered to check into whether federal money was contained in project money on page 6. Says there is no way to follow up without names. Seitz says it was Julie. Will include name with tasks in future.

ACTION: Unanimous approval.

IV. APPROVAL OF THE AGENDA

MOTION: Paul Liedberg moved to approve the agenda. Andy Anderson seconded.

DISCUSSION: Bill Rodawalt noted that there was no public comment period and asked to insert public comment. Commissioner Liedberg noted Citizen Comments under VC. B Rodawalt then commented that 5C public comment was fine.

ACTION: Unanimous Approval.

IV. COMMUNICATIONS

- A. Communications to the Planning Commission
- B. Planner's Report
 - a. Paul Liedberg asked about comparison tables for the ADEC report on municipal solid waste disposal.
 - b. Bill Rodawalt point out typos on the Walking Plan..."Scope"
- C. No comments from citizens.

VI. PUBLIC HEARINGS

Chair Bill Rodawalt asked if any commissioners had any ethical conflicts to declare prior to the Public Hearings.

- A. Variance request for Crystal Subdivision – Planner asked to describe the issues related to the variance. Planner Seitz reviewed each of necessary findings required to grant a variance.
 - 1. The variance is the minimum necessary to afford relief. Road does not connect. Would be major hardship to make him redesign the subdivision to shorten the cul-de-sac, there would be more land in roads, less in developable property;
 - 2. The granting of the variance will not be detrimental to the public safety or welfare or injurious to adjacent property. There have been no negative comments from Public Works or Public Safety; Buses require 60 feet in diameter for turnaround.
 - 3. The tract to be subdivided is of such unusual size and shape or topographical conditions are such that the strict application of the requirements of this title will result in undue and substantial hardship to the owner of the property. Tundra lies on the west of the property; if he had to build this cul-de-sac earlier, more of his property would be in roads, as opposed to lots.
 - 4. Special conditions that require the variance are not caused by the person seeking the variance. Correct. The topography and lack of roads are partly responsible for the need for this variance.
 - 5. The variance will not permit a land use in an area in which that use is prohibited. Correct. This would be in the general use area.
 - 6. The variance is not sought only to relieve financial hardship or inconvenience. If he were asked to redo the subdivision to provide two roads it would be a major hardship. Would put in more roads as opposed to more lots. Got input from city school bus drivers, who were nervous that they'd be required to provide service down a lot narrow road.

- Julie Baltar questioned ROW, 60 Ft Diameter, no utility easement or ROW beyond footprint of the road. Says normally cul-de-sacs include a wider area that supports the improved surface of the cul-de-sac and gives a place for utilities, beyond the 60 foot diameter.
- Paul Liedberg moved to close public hearing on Crystal Subdivision variance request. Andy Anderson agreed.
- Andy Anderson asked who reviewed the plat
- Planner Seitz answered that city, state, DOT and other agencies reviewed the plat.

ACTION: Unanimous approval to close Public Hearing on Variance.

B. Crystal Subdivision Preliminary Plat

Planner Seitz reviewed the plat history, the subdivision lots, and findings.

- There is no Kananak Road width.
- 10 foot wide easements.
- Nushagak has created a policy stipulating a minimum of 15 ft easement for underground utilities and 20 foot for overhead utilities.
- Kananak Road is Tract A.
- The Temporary turn-around is only 50 ft rather than 60 ft.
- The Approach Road Review by ADOT costs \$5000 retainer fee.
- The plat took a non-city code compliant subdivision and by combining lots is striving to comply with DMC Title 17.
- Andy Anderson – what happens if the owner doesn't follow the subdivision ordinance.....Seitz replied he might not get his subdivision, or the City could go ahead and build the road using the bond the owner posts.
- Paul Liedberg – wants to know if City can require the landowner to provide additional easement if the city code only requires 10 foot.
- Bill Rodawalt read 17.19.129.
- Andy Anderson asked if the landowner had been advised by Nushagak and ADOT. Seitz had sent comments to both BBNA and the surveyor as he is their client.
- Paul Liedberg asked if adjoining property owners had been identified. Seitz – yes, they were on page 2, a page of 60 monuments.
- Anderson notes it would be cheaper to replat and make all changes at one time rather than piecemeal, one at a time. Wondered if Seitz could convey that to him.
- What if he doesn't want to put in the easements?
- Julie Baltar – would they provide electricity without the appropriate easements?
- Rachael Muir – is there urgency?
- Bill Rodawalt - there is a timeline for the planning commission
- Seitz – the planning commission has 60 days to act on the plat.

MOTION: Paul Liedberg moves to close public hearing on Crystal Subdivision, Andy Anderson second.

ACTION: Unanimous consent.

- C. Public Hearing on Vacation of Easement on Lot 1 Block 18 USS 2732. Planner Seitz reviews background and recommends vacation of easement.

MOTION: Paul Liedberg moves to close public hearing. Rachel Muir seconds.

ACTION: Unanimous consent.

- D. Public Hearing on UAF Science Center Final Plat

MOTION: P. Liedberg moves to close public hearing. R. Muir seconds.

ACTION: Unanimous consent.

- E. Six Year Capital Improvement Plan Update

- Staff participated in the review. Had the option for a Planning Commissioner to attend and they did not choose to.
- B. Rodawalt asked what helps to sort out priorities.
- Seitz reviewed the scoring of projects, whether it is needed within 2 years (top priority), 3-4 years, or 5 or more years (lowest priority).
- Legislative grants are good for providing match for other grants.
- 68 million dollar capital need list
- Existing funding column; BBEDC community block grant to be split with Curyung Tribe for next five years., gives City ability to provide match for grants
- Legislative list in draft form; drafted to provide a mix of high and low dollar items for the legislature to choose from for Dillingham.
- Combined two city facility projects – library ramps and City Hall improvements for energy improvements.
- National Guard has received \$500,000 which they'll partner with the City to use on the Public Safety complex.

MOTION: Rachel Muir moves to close public hearing on the Six Year CIP.

ACTION: Unanimous consent.

- F. City of Dillingham Walking Plan

Commission has ADOT Dillingham Downtown streets Project 35% design maps to see the proposed configuration of the intersections.

R. Muir provides overview and slideshow of City's recent and historical efforts to develop a walking plan and improve walkability in City. Provided results of a recent survey of residents downtown.

DISCUSSION:

- B. Rodawalt noted lack of sidewalk crossings. He got a ticket because he was coming down Seward St. and turning onto D. St. He was told he was supposed to pull out into the road until he could proceed safely. He stopped at the intersection. You are supposed to stop and then pull out until you can see clearly. Noted that in the City's code that you are supposed to be able to see 200 ft. either side of the centerline. That intersection is not in compliance with the City Code.
- R. Muir: ADOT wants to know some specific things: width of sidewalks on Main Street and sidewalks on Second Avenue. They could do 8 ft. sidewalks on one side on those streets. Also whether there should be an island for pedestrian refuge at Kananak and Main street; and whether city wants bulb outs, and use of color and texture in crossings.

MOTION:

G. Long Term Encroachment Permit for Utility in Harbor

- Seitz – no objection from Nushagak or City departments.

MOTION: P. Liedberg moved to close public hearing.

ACTION: Unanimous consent.

VII. NEW BUSINESS

- P. Liedberg requests that staff check Robert's Rules. Moves for unanimous consent to take up item D. first since there is a citizen awaiting that item.

D. Resolution 2013-10 Approving UAF Science Center Final Plat

MOTION: P. Liedberg moves to approve resolution 2013-10, R Muir second. Approving PCT 2013-10 UAF Science Center Final Plat.

DISCUSSION: P. Liedberg finds that the Preliminary Plat conforms to the municipal code except for a couple of minor items.

ACTION: Unanimous Consent.

C. Resolution 2013-12 Recommending Vacation of Easement on Lot 1 Block 18 USS 2732AB

MOTION: P. Liedberg moves to suspend Roberts Rules to take up Item C, Resolution 2013-12, Recommending Vacation of Easement on Lot 1 Block 18 USS 2732. Julie Baltar seconds. Unanimous Consent.

MOTION: P. Liedberg moves to approve Resolution 2013-12. J. Baltar seconds.

DISCUSSION: B. Rodawalt finds that all landowners approve of the vacation of the easement.

ACTION: Unanimous consent to approve Resolution 2013-12.

A. Resolution 2013-11 Variance Request for Crystal Subdivision Preliminary Plat

MOTION: P Liedberg moves and J. Baltar seconds the motion to approve PCR 2013-11.

ACTION: Unanimous consent.

B. Resolution 2013-09 Approving Crystal Subdivision Preliminary Plat.

MOTION: P liedberg moves and Andy Anderson seconds the motion to approve PCR 2013-09.

DISCUSSION: J. Baltar asks staff to talk with surveyor and landowner to see if they would be willing to provide an additional 10 feet outside the 60 ft. right of way.

- Rodawalt suggests this might be a topic for future conversation.
- Discussed that City could ask, but not require this with the view that the lack of additional easement might cause problems with lots off the end of the cul-de-sac.
- Mentioned that there is a need for clarification about the amount of improved surface versus the shoulders of the cul-de-sac.
- Questioned whether the additional easement requested by Nushagak could be requested during the final plat process. Planner replied that it could hold up the plat because it will likely have to go to the BIA again. That these things are normally settled by the final plat.
- Planner discussed that utility easements help reduce the amount of hardware in the lots by sharing the utility poles between lots, and that Nushagak Linemen have advised her that it is safer to have more organized, shared utility poles for subdivision lots.
- Planner says that BBNA and surveyor should have worked more with their client about the easements.
- Discussed that there is no definition of a "major" subdivision in the Dillingham Municipal Code.

MOTION: P. Liedberg moves and J. Baltar seconds the motion to approve PCR 2013-09.

ACTION: P. Liedberg and J Baltar voted to approve; A. Anderson, R Muir and B Rodawalt voted nay.

Staff is asked to get some design information for the cul-de-sac to show what the problem it; and to follow up with Nushagak to ask if they would deny service without adequate easements; and do they consider this subdivision to be a major distribution of service.

MOTION: P. Liedberg moves and J. Baltar seconds the motion to table the approval of the Crystal Subdivision plat until the next regularly scheduled meeting (July 16).

ACTION: Unanimous approval.

E. Resolution 2013-13 Six Year Update of the Capital Improvement Plan

MOTION: Paul Liedberg moved and Andy Andersen seconded the motion to approve PCR 2013-13 recommending the proposed update of the six year plan to the City Council for approval.

ACTION: Unanimous approval.

F. Resolution 2013-14 Downtown Streets Walking Plan

MOTION: J. Baltar moves and R. Muir seconds the motion to table Resolution 2013-14 until June 21 at noon.

ACTION: Unanimous approval.

G. Resolution 2013-15 Long Term Encroachment Permit for Utility

MOTION: P. Liedberg moves and J. Baltar seconds the motion to approve R 2013-15.

DISCUSSION: The commission has approved similar permits for the other harbor lots. It meets city code.

ACTION: Unanimous approval.

VIII. UNFINISHED BUSINESS

A. Subdivision Access Committee Recommendations Discussion on Forward Progress

- P. Liedberg suggested that the commission hear from Public Safety and BIA in regards to the question of providing access to surrounding landlocked parcels.
- Should the Planning Commission have a special meeting on this?
- Gather info for the next meeting.
- That the commission should not be under pressure to change the code for pending subdivisions.
- Mentioned that code changes will take a while
- Staff volunteered to create a google docs for people to review information

B. Gravel Pit Report –

- Staff reported that KNIK had gotten the required permits from ADEC and that the City worked with KNIK on improving their dust control plan.
- J. Baltar followed up that this is a federally funded project. Expects a call from someone involved in the NEPA process, who would know about the material sources for the project. Feds can take a different perspective from the state. They do have to be concerned about material sources.

- P. Liedberg says that it will be interesting to see their reclamation plan, which should have been in place.
- There are state requirements in place, whether it's groundwater or dust, but nothing to address social aspects – the valuation of adjoining property and groundwater. The city needs to do more to address these and the issue of viewshed. There's nothing in place to address those on behalf of the city. The city could do more to address these things and should.
- B. Rodawalt has been discussing zoning with members of the community. Liked the example of the community which had open zoning. Thinks it might be the best way to introduce zoning in the community. If you had regulations in zoning you could possibly restrict proximity of gravel pits to adjacent property.
- Planner mentioned the issue of restricted parcels, that only 13 percent would be currently subject to zoning. J. Baltar felt perhaps allotment owners might prefer that their property be zoned.
- R Muir believes her subdivision owner probably would have preferred to have his subdivision zoned.

IX. PUBLIC COMMENTS/COMMITTEE COMMENTS

- J. Baltar suggests trails are important to local Tribes, and they might be interested in helping to complete connectors for some trails. Take advantage of federal programs that allow tribes to do that.
- R. Muir "sweet music to my ears."
- A. Anderson, P Liedberg, B Rodawalt – no comment.

VIII. ADJOURNMENT 8 :26 p.m.

Bill Rodawalt, Chair

ATTEST:

Jody Seitz, Recorder

Mayor
Alice Ruby



Dillingham Planning Commission
Bill Rodawalt, Chair
Paul Liedberg
Rachel Muir
Andy Anderson
Julie Baltar

Manager
Rose Loera

MEMORANDUM

Date: May 2013
To: Bill Rodawalt, Planning Commission Chair
From: Jody Seitz, City Planner
Subject: July Report

CIP: The 6 year CIP update and FY15 Legislative Priorities List will come to the City Council at its August 1 meeting.

Landfill Batch Oxidation System:

<http://www.akenergyauthority.org/AEAdocuments/BurningGarbage.pdf> This is a handy reference for these systems. Great tables in the back show which companies have produced which technologies for places in Alaska.

The City will award a contract for an engineering team August 15 to evaluate thermal oxidation systems and provide a analysis of all alternatives for municipal solid waste disposal, and develop an RFP for a system that will meet Dillingham's needs.

Plats: There will be a plat for the Port Land Exchange coming up in August.

Public Comments: Observations of large dumps of fish and trash on Emperor Way North. Public has observed that fish are being dumped outside of the fish box at the landfill.

Road Projects: Have received 35% design drawings for the Kanakanak Road Project from D Street to Squaw Creek for review.

Port Land Exchange: Have received the preliminary plat for this subdivision from John O'Connor. We are planning to request vacation of the second Avenue West street from City Hall south into the port. A question remains about potential conflicts with homeland security over parking by private entities (N&N) within the port fenced off area.

*Our Vision. By 2015 to have an infrastructure that supports a sustainable, diversified and growing economy. * We will take a leadership role and partner with others to achieve economic development and other common goals. * We will develop a high quality City workforce to serve the community. * We will promote excellence in education.*

CITY OF DILLINGHAM PLANNING DEPARTMENT
Staff Report

Crystal Subdivision
Preliminary Plat
Hearing Date: May 21, 2013

Property: replat of Lot 29 E,F,G,H,Q,R, & S and the dedication of Lot 29T
Lots Created: 29EF of 4.25 acres, 29GH of 11.86 acres, 29RQ of 1.52 acres,
29RS of 2.67 acres, and Charlee Road from Lot T.
History: Dependent resurvey of lot 29 Remainder, which was officially filed on
November 2, 2009, and a dependent resurvey of Doris Subdivision and
Doris Subdivision No. 2, within S24, T13S, R56W and S19, T13S, R 55W
S.M. Bristol Bay Recording District
Location: Approximately 2.5 miles from Downtown Dillingham on Kanakanak Road
Subdivider: Ernest W. Sifsof

I. BACKGROUND

Platting history of this area begins with USS 4980, a survey of 665 acres completed in 1970. Lot 29 USS 4980 of 49.61 acres was created from lot 23 of USS 4980 in 1980. Plat 81-16 created Lot 29A Remainder, out of which Doris Subdivision was recorded at the BIA Title plant on January 8, 2009. Doris Subdivision No.2, filed the same day at the BIA Title plant, created lots 1A and 1B. Neither of the Doris Subdivisions has been filed with the Bristol Bay Recording District. However, a preliminary plat of Doris Subdivision was approved by the City of Dillingham Planning Commission on November 28, 2007, with conditions, most of which had to do with the plat drawing.

Crystal Subdivision began as a plat filed by the Bureau of Indian Affairs on November 2, 2009. The subdivision then monumented by the BIA was non-compliant with Title 17 of the Dillingham Municipal Code, in particular, 17.19.140 lot design.

II. FINDINGS

The subdivision proposed here, Crystal Subdivision, creates 6 lots. The plat generally conforms to the Dillingham Municipal Code 17.07.100 B. Preliminary Plat Standards, with the following exceptions:

1. Plat lacks identification of subsurface landowner of proposed subdivision and adjoining parcels per DMC 17.07.100B9.
2. Plat lacks description of land use on parcels adjacent to the subdivision.
3. Width of Kanakanak road is missing.
4. Plat does not show septic system or wells or any drainage systems as per DMC 17.07.100B12.
5. There is no vertical datum on the plat.
6. There are easements on all the newly created lots.
7. Doris Subdivision Tract A is the Kanakanak Road up to its centerline.

III. ANALYSIS

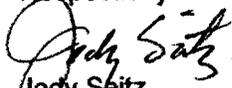
1. The Crystal Subdivision vacates several lot lines created in the 2009 BLM survey, making 6 lots that conform in their width to length ratio with City Code.
2. The lots created in Crystal Subdivision have adequate platted access.

3. The code calls for easements along back and side lot lines, however, it makes sense to have easements along the front of these parcels because of the existing power grid as well as the lack of subdividers adjoining parcels. The subdivision is built on solid treed area with a large wetlands on the southeast side. Parcels 1911 and 29J1 might benefit from a shared easement on their shared lot line, however, topography on the two lots slopes down into a bowl shaped area, that might have poor drainage and may not be a good support for utility poles.
4. ADOT's plat review requests that the City apply for an Approach Road Review for the intersection of Kanakanak Road and Charlee Road. The City can submit all pertinent existing information to the ADOT about Charlee Road. It began as a driveway to the landowner's house and may well predate most of the surveys in this area. The landowner's house was present on the plat of USS 4980 Lot 23 in 1977. In the current plat for Crystal Subdivision the driveway/road turns southeast, away from the landowner's drive, in order to serve lots created in the 2009 BLM survey and Crystal Subdivision.
5. The ADOT requests that Kanakanak Road's centerline and all available road data are shown for reference. Platting this section of the road as a dedicated right of way would clear up any confusion about whether it is part of the landowner's estate, since property boundaries are to the road centerline.
6. The City's own platting process was followed for the preliminary plat of Doris Subdivision and the Crystal Subdivision largely conforms to DMC Title 17. One question would be how much work would take to record those subdivisions through the City no to clear up any fuzzy legality of those three parcels.

III. RECOMMENDATIONS

1. Identify subsurface landowner of the proposed subdivision and adjoining parcels of land (DMC 17.07.100B(9)).
2. Identify land use on and adjacent to the subdivision.
3. Per ADOT request, add all available data on Kanakanak Road to the plat for reference.
4. Require subdivider to submit an application for an Approach Road Review.
5. Dedicate the portion of Kanakanak Road platted as Doris Subdivision Tract A as a public right of way.
6. Request a guarantee from the landowner to assure that the road is eventually constructed to code as required by DMC 17.11.050 (4).

Respectfully submitted,


Jody Seitz
Planning Director

RESOLUTION 2013-09 (revised)
A RESOLUTION OF THE DILLINGHAM PLANNING COMMISSION

Approving the Preliminary Plat of Crystal Subdivision

WHEREAS, in order to complete a land subdivision pursuant to AS 40.15.070, a land survey must be performed, monuments set, and a plat created for recording which will facilitate the exchange of property ownership; and

WHEREAS, the Dillingham Planning Commission did hold a public hearing on the preliminary plat of Crystal Subdivision, May 21, 2013, and reviewed the preliminary plat for compliance with the requirements for Titles 17 of the Dillingham Municipal Code;

THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Dillingham, Alaska, approves the preliminary plat of Crystal subdivision with the following conditions:

1. Per ADOT request, add all available data on Kanakanak Road to the plat for reference.
2. Require subdivider to show approved ADOT Approach Road Review.
3. Request a guarantee from the landowner to assure that the road is constructed to code as required by DMC 17.11.050 (4).
4. Recommend that cul-de-sac at the end of Charlee Road with minimum 60 feet diameter per DMC 17.19.060F.
5. Put the amount of acreage on lots 29I1 and 29J1.

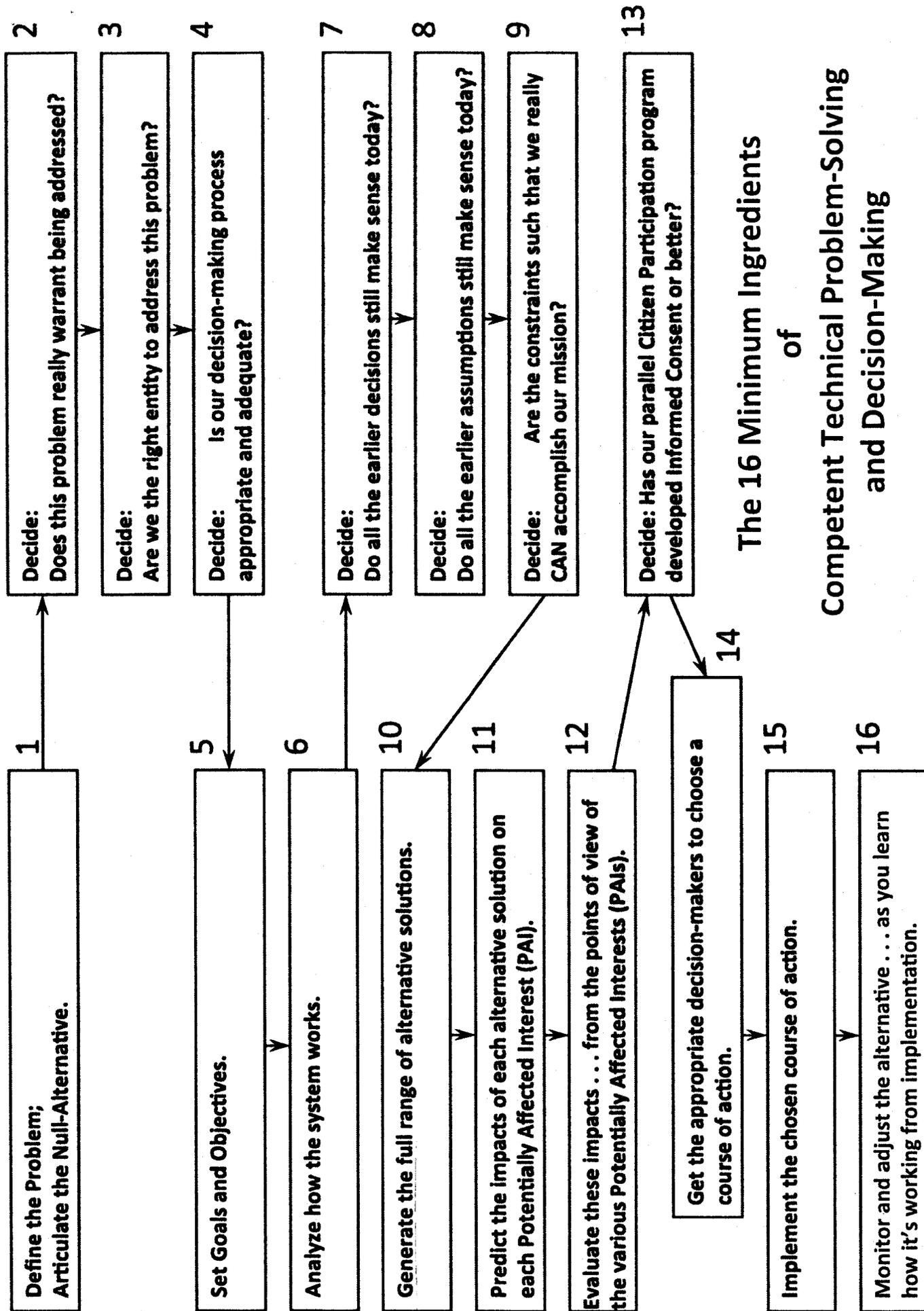
APPROVED AND ADOPTED THIS 16th DAY OF July 2013.

Presiding Officer

Jody Seitz, Recorder

Summary of Recommended Changes from SAC Committee May 1, 2013, Meeting

- 1) The City of Dillingham will allow Private Access Easements under these conditions:
The legal easement of 50 feet is established, 8 foot improved surface to serve up to six homes; with 7-10 homes or more, the road must be upgraded to 14 foot improved surface. With more than 10 homes, the road must be upgraded to City Standards.
The finished surface should be adequate for the terrain.
- 2) Strike the requirement that all lots be gift deeded from the 17.07.090 Exception to road standards.
- 3) Insert into code "review subdivision proposal regarding whether or not to require access to adjacent parcels. " Access would be required to landlocked parcels which are necessary to the public interest, such as waterfront or planned development...such as for a potential site for dock or airport. The city would compensate the landowner for the easement in trust. When the developer develops the property, then they would pay the city back.
- 4) 17.07.090 C2 might need to be amended to reflect the same wording as 17.07.100 B because it requires 4 lots or less;
- 5) Discussion that the code be reviewed for consistency with the suggested changes.



The 16 Minimum Ingredients
of
Competent Technical Problem-Solving
and Decision-Making

Dillingham Subdivision Access

Ordinance Revision Plan

Process

1. Define the problem: Some Dillingham Residents would like to have private access easements instead of public roads. This is not allowed by the Dillingham Municipal Code. Some allottees are reluctant to subdivide if they have to build public roads to lots in their allotment subdivisions. They object to public access and to cost of road.
2. Does this problem warrant being addressed? Note that the Subdivision Access Committee met at least 6 times and a number of interested landowners attended most meetings.
3. Are we the right entity to address this problem?
 - a. Yes. The planning commission is authorized to propose revisions in the subdivision code.
4. Is our decision making process appropriate and adequate?
 - a. Propose set schedule of topics for research and discuss
 - b. Meet publicly once or twice a month until this is solved
 - c. Other?
5. Goals and Objectives:

City's Mission statement: By 2015 to have an infrastructure that supports a sustainable, diversified economy.

 - a. Goal from Comprehensive Plan:
 - a. Overarching Goal of Land Use and Housing: Guide the physical development of Dillingham, responding to the elements outlined in the community vision, including strengthening the economy, protecting the natural environment, and enhancing the quality of daily life:
 1. Goal 4: Encourage quality subdivision planning and development to improve access and utility provision to lots and to protect the environment.
 2. Goal 5: Encourage land use practices that conserve energy and maintain or reduce costs for providing public services at three scales: city-wide, subdivision, and individual homes.
 - b. Overarching Transportation Goal of COD 2010 Comprehensive Plan: Develop and maintain an integrated transportation system that provides a range of safe and efficient ways to move people and goods within as well as in and out of Dillingham; provide for both utilitarian needs such as access to jobs, schools, services and facilities, subsistence resources, and for recreation and health.

- c. See comprehensive plan chapter on transportation
 - b. Goal: PC determine what this is broadly defined.
 - a. Revise subdivision rules to allow subdivisions with limited public access either to the subdivision or within the subdivision or both
 - b. Do not allow PAE but provide other options for privacy
 - 1. Design of subdivisions
 - 2. Topographical considerations
 - c. Objectives:
 - a. identify potential new road connections within existing network
 - b. Identify areas where private access might work due to
 - 1. Topography
 - 2. Lack of potential for connecting to road network
 - c. Decide range of options for private access:
 - 1. Private access to the subdivision
 - 2. Private access within the subdivision
 - 3. Connection between the PAE subdivision and surrounding parcels
 - 4. Road standards for #1 and #2
6. Analyze how the system works.
 - a. Existing rules prescribe public access road to the subdivision and to all lots within the subdivision and to adjacent landlocked parcels.
 - b. Smallest road is 50 ft right of way or easement + 20 ft improved surfaced
 - c. Can post a bond to guarantee construction of the road to standards
 - d. City accepts roads built to standards.
 - e. Code does allow exceptions to road standards –
Allows subdivider one opportunity to not build road to standards.
 - f. Some existing subdivisions have private access easements
 - a. Were built before the access code was adopted
 - b. Were allowed variances
 - c. Some have flag lots on which the road was built, and is now private
7. Do all the earlier decisions still make sense today?
 - a. Road maintenance- Can the City maintain its roads? Should the modus operandi be to give up on City maintenance for new roads? Should there be more of a process for agreeing to maintain city roads?
 - b. Is the current subdivision code blocking development?
8. Do earlier assumptions still make sense?
9. Are constraints such that we really can accomplish our mission?
 - a. City tax base/current state and federal funding levels
 - b. Maintenance of existing roads -
 - c. Enforcement of new rules

10. Generate the full range of alternative solutions
 - a. No private access – no change in ordinance
 - b. Private access to and within the subdivision
 - a. Road standard changes
 1. Size of road per number of lots or number of houses
 2. Trigger for building the road
 - b. No road standard changes
 - c. Gated communities
 - d. Covenants specify neighborhood association and fund for maintenance
 - e. Plat notes
 - c. Private access only within the subdivision, must have public access to subdivision
 - a. Road standard changes
 1. Size of road per number of lots or number of houses
 2. Trigger for building the road
 - b. No road standard changes
 - c. Gated communities
 - d. Covenants specify neighborhood association and fund for maintenance
 - e. Plat notes
11. Predict the impacts of each alternative solution on each Potentially affected Interest:
 - a. Allotment owners – most land for development, large acreages
 - b. Other landowners – usually smaller acreages
 - c. Choggiung – largest landowner in Dillingham
 - d. City
 - e. Other
12. Evaluate these impacts from the POV of the PAIs.
13. Decide if the parallel citizen participation program has developed informed consent or better.
14. Get appropriate decision-makers to choose a course of action
15. Implement the chosen course of action
16. Monitor and adjust the alternative as you learn how it is working from implementation.

Schedule

July

Review process and schedule.

Set meeting goals and actions for August meeting.

August

Review City's current requirements and Comprehensive Plan

Review Attorney and Surveyor information from previous meetings

Develop questions regarding public versus private access, such as:

- 1) What does it mean to have private access?
- 2) What happens when a person wants to subdivide within a private access subdivision
- 3) Does the objective of changing the ordinance to allow private access fit with Dillingham City's mission and Comprehensive Plan goals? Could it? (perhaps revisit this question later in the process after more work is completed.)
 - a. Are there places where topography might prevent further access to adjacent lands, which would be conducive to private access subdivisions
 - b. Are there places where public roads might be needed in the future (note comp plan objective of laying out transportation networks)
- 4) List other key issues regarding private access that need answering, such as:
 - a. Road standards – the need for safe access
 - b. Requirement for public access to adjacent parcels –
 - c. Enforcement of ordinances
 - d. Sideboards – criteria for allowing private access
 - i. Topography
 - ii. Need for future access
 - iii. Amount of land being subdivided
 - iv. Number of lots or houses to be served
- 5) Set meeting goals and actions for September's meeting.

September

- 1) Compile examples of municipal codes with private access easements
 - i. Other municipalities' road standards
 - ii. Their "sideboards" – what criteria are used to allow
 - iii. Are the roads left unconstructed, and/or when would they be constructed

- 2) Interview Planners, Public Safety personnel in those places
- 3) Set meeting goals and actions for October's meeting.

October

- 1) Access to Adjacent Parcels debate
 - a. Review Dillingham and other codes as examples
 - b. Review Dillingham landlocked parcels – are there many?
 - c. Bring examples of municipalities where this is not required
- 2) Interview planners about this pros and cons
- 3) Suggest modification to existing code – suggested review for need for practicable access in the public interest
- 4) Set meeting goals and actions for November's meeting.

November

- 1) Draft code changes
- 2) Meet with code committee to outline future process