

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



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

**REGULAR MEETING MINUTES**  
**September 17, 2013**

**I. CALL TO ORDER**

Bill Rodawalt, Chair, called the meeting to order at 5:30 p.m.

**II. ROLL CALL (quorum is 4)**

Members present:

Paul Liedberg, Seat B  
Bill Rodawalt, Seat C  
Andy Anderson, Seat E  
Julie Baltar, Seat F

Members Absent

Staff in Attendance:

Jody Seitz, City Planner, Recorder

**III. APPROVAL OF THE MINUTES OF 6/21, 6/24, 8/20, AND 8/23**

MOTION: Paul Liedberg move and Julie Baltar seconded the motion to approve the minutes of 6/21, 6/24, 8/20 and 8/23.

ACTION: Unanimous approval.

**IV. APPROVAL OF THE AGENDA**

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

Discussion:

Andy Anderson moved the previous question.

ACTION: Unanimous approval.

**COMMUNICATIONS**

- A. Public comment – No members of the public present.
- B. Planner's Report

- The Planner reported that the City is running into difficulty qualifying for ADEC loan funding due to requirement to provide a comparison of water quality benefits from all options for landfill improvement:

## **VI. PUBLIC HEARINGS**

There were no public hearings.

## **VII. UNFINISHED BUSINESS**

### **A. Resolution 2013-19 Deny Tuntuvak Subdivision**

**MOTION:** Paul Liedberg moved and Andy Anderson seconded the motion to approve Resolution 2013-19 Denying Tuntuvak Subdivision.

**Discussion:**

- Wondered if the plat was automatically approved in 60 days; Planner noted that if it were to be automatically approved, the final plat would fail anyway for lack of conformance to code.
- Planner had contacted Attorney who said there was no need to have a public hearing to bring this back to the Planning Commission but had suggested involving the applicants/landowners again. The applicant stated earlier in the day over the phone that she did not care whether the plat was withdrawn by her or denied by the Planning Commission.
- Attorney advised that it was best to deny the preliminary plat rather than wait in the event that subdivision ordinances were changed to allow private access easements.
- Commissioners wished to deny the subdivision to clean up the process.

Andy Anderson moved the previous question.

*Recorder's note: there was no second.*

**ACTION:** Unanimous Consent.

### **B. Land Use Permit Ordinance**

**Discussion:**

- Planner mentioned that the item was returned to the agenda after being dropped last winter due to the Subdivision Access Committee activities.
- Commissioner suggested Planner develop a new method of tracking subdivision process.
- Planner mentioned that the Planning Department is now issuing Stop Work Orders first if someone has started building prior to getting a stop work order.
- Issued one for the building at 115 Main Street.

- Commissioner suggested providing some type of brochure to citizens about when land use permits are required.
- She was prepared to make some suggestions to the code and bring them to the next Planning Commission meeting for the Commission to address, along with suggested procedures and a draft pamphlet.
- Commissioners suggested Planner go ahead with drafting the code for when a Land Use Permit is required, and to include large excavations and driveways.

### VIII. COMMISSIONER COMMENTS

Paul Liedberg - Notes that no one filed for one of the council seats. Suggests commissioners think of people who might be interested in serving on the Council. They need to submit a letter of interest.

Julie Baltar – Asked about prospects for new commissioners. Planner said that there is a person who has expressed interest but not yet submitted anything in writing. Notes there is a subdivision workshop Saturday from 9 to noon. Next meeting (October 15 will be out of town. Suggests calling her directly for the next meeting rather than setting up a teleconference.

Andy Anderson – none.

Bill Rodawalt – none.

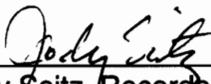
### X. ADJOURNMENT

Meeting Adjourned 5:52 p.m



Bill Rodawalt, Chair

ATTEST:

  
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Jody Seitz, Recorder

10/15/13