

PLEASE POST

Planning Commissioners  
Kim Williams, Seat A  
Jason Lamson, Seat B  
Gregg Marxmiller, Seat C



William Corbett, Seat D  
Andy Anderson, Seat E  
Jessica Denslinger, Seat F  
Kenny Wilson, Seat G

**DILLINGHAM PLANNING COMMISSION  
REGULAR MEETING**

**August 29, 2018**                      **5:30 p.m.**  
**Teleconference Line: 1-800-791-2345**      **Passcode: 28135**

Agenda

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES**
  - a. March 28, 2018
4. **APPROVAL OF AGENDA**
5. **COMMUNICATIONS**
  - a. Communications to the planning commission
  - b. Planner's report
  - c. Citizen's comments on items not on the agenda
6. **PUBLIC HEARINGS**
7. **UNFINISHED BUSINESS**
  - a. Cemetery Work – Schedule Workshop for Spring 2018
  - b. Comprehensive Plan Workshop – Discuss & Schedule
8. **NEW BUSINESS**
  - a. Resolution 2018-04 Recommending Code Committee Review of 15.08.010  
Adoption of codes
  - b. Meeting Format – Work Sessions or Work Groups
9. **CITIZEN COMMENTS**
10. **COMMISSIONER COMMENTS**
11. **ADJOURNMENT**
  - a. Planning Commission Meeting      September 12th      5:30 PM

**1. CALL TO ORDER**

A regular meeting of the Dillingham Planning Commission was held on March 28, 2018 at the Dillingham City Council Chambers, Dillingham, Alaska. Chair Marxmiller called the meeting to order at 5:33 p.m.

**2. ROLL CALL**

Commission members present and establishing a quorum (a quorum being four):

Gregg Marxmiller          William Corbett          Andy Anderson          Jessica Denslinger

Kenny Wilson

Commissioners absent:

Michael Rogers          Kim Williams

Staff in attendance:

Courtenay Carty          Tod Larson

**3. APPROVAL OF MINUTES**

MOTION:          Andy Anderson moved to approve the minutes from February 15, 2018 and William Corbett seconded the motion.

VOTE:          The motion passed unanimously by voice vote.

**4. APPROVAL OF AGENDA**

MOTION:          Gregg Marxmiller moved to approve the agenda and Andy Anderson seconded the motion.

VOTE:          The motion to approve the agenda passed unanimously by voice vote.

**5. COMMUNICATIONS**

a.          Communications to the Planning Commission

            i.          Personnel Change

                    Courtenay Carty reported that she is now working as the Tribal Administrator for the Curyung Tribe.

b.          Planner's Reports – February 2018

c.          Citizen's comments on items not on the agenda – None.

**6. PUBLIC HEARINGS**

a.          McGill Subdivision #2

Discussion:  
No public comment.

## 7. UNFINISHED BUSINESS

### a. Cemetery Work – Schedule Workshop for Spring 2018

Discussion:

Members discussed the need to conduct an assessment after the weather clears up allowing access to cemeteries. The FY19 first round of budget requests included \$12,500 for cemetery survey work. The cemetery near the Moravian Church and City Hall is aged and no longer easily accessible. Recently, the City was not able to process a burial permit for this site due to the lack of access from the snow. An alternative to bury the deceased at Evergreen was offered by the City and accepted by the family. Oftentimes the entrances to the cemeteries are clear but access to the burial site by excavator is sometimes not possible. The City needs the capacity to address the work to be done to change this. A suggestion was made to leave this item on the agenda for further discussion and to identify community members willing to volunteer their time to work on the project.

### b. Comprehensive Plan Workshop

Discussion:

City Manager, Tod Larson, commented that plans that sit on the shelf are wasteful. It was suggested that every few years, we need to revisit the plan, and notate where we met our goals and objectives and if not, why not. Gregg Marxmiller suggested looking at the larger benchmarks and reporting out on our progress. With the turnover of City leadership and Commissioners, some felt it would be time to revisit the idea of the workshop once vacancies are filled. The workshop would be the same training as was offered in March of 2017. Jessica Denslinger was in favor of keeping this item on the agenda. Gregg Marxmiller suggested a work group be formed to begin work, with each individual responsible for reviewing the plan.

## 8. NEW BUSINESS

### a. Resolution 2018-03 Approving McGill #2 Preliminary Plat Package

MOTION: Andy Anderson moved to approve Resolution 2018-03 and William Corbett seconded the motion.

DISCUSSION: Courtenay Carty provided a summary of the McGill #2 Preliminary Plat Package. No comments from city staff or regulatory agencies was received. Nushagak feedback provided clarification on telephone poles nearby to the lot. The application has been in process since 2016. No variance was needed as part of this application. There has been no opposition from any adjacent property owners. There were questions about whether one of the lots would be considered a "flag lot," and clarification was provided that it would not.

VOTE: The motion passed unanimously by roll call vote.

## 9. CITIZEN COMMENTS

None.

**10. COMMISSIONER COMMENTS**

Kenny Williams:

Indicated he was glad to get the new business approved. Requested an aerial map of Dillingham to help new residents find their way around and easily identify ownership of parcels.

Courtenay Carty offered that the City has ownership information on lots in our City tax system. City property and Native allotments are not in the tax system. Information is only current as of January 1 of the current year. The Planner's page has links to the address book map, water map, and sewer map. The plats are available as links within the GIS system, when you click on the individual parcel.

Tod Larson suggested leveraging technology for providing aerial images for the subdivisions that the Planning Commission reviews, versus providing print copies.

William Corbett:

Indicated his regrets for missing the last meeting.

Gregg Marxmiller:

Thanked Courtenay for her work.

**11. ADJOURNMENT**

Chair Marxmiller adjourned the meeting at 6:20 p.m. The next meeting is TBD when the new Planning Director is hired.

  
Chair

ATTEST:

  
Cynthia Rogers, Planning Director

Approval Date: August 29, 2018