

**CITY OF UNALASKA  
UNALASKA, ALASKA  
PLANNING COMMISSION MINUTES  
Thursday, July 25, 2013  
CITY COUNCIL CHAMBERS, CITY HALL  
7:00 P.M.**

**1. Call to Order:**

Chair Chris Bobbitt called the meeting to order at 7:03 P.M.

**Staff Present:**

Erin Reinders, AICP, Planning Director  
Anthony Grande, Planning Administrator

**Roll Call:**

*Commissioners present:*

Steven Gregory  
Chris Bobbitt  
Peter Sturdivant  
Doanh Tran

*Commissioners absent:*

Vicki Williams

**2. Revisions to the Agenda:**

None

**3. Appearance Requests:**

None

**4. Minutes:**

Peter Sturdivant moved to approve the minutes from the June 27, 2013 meeting. There was a second. There being no further comments on the minutes, Chair Bobbitt called for vote and the motion passed unanimously (4-0). The minutes from the June 27, 2013 meeting were adopted.

**5. Announcements:**

A member of the public announced the Open House of the Tiglax Observatory Boat from 7:00 – 9:00 PM at the City Dock.

## **PUBLIC HEARING ACTION ITEMS:**

### **6. Conditional Use Permit to continue the use of a Temporary Construction Camp on Tract B, Marineways Subdivision, Addition Number 1, Plat 90-12 and addressed as 42 Gilman Road.**

Chair Bobbitt opened the public hearing and called for any ex parte communication or conflicts of interest to be disclosed. Hearing none, the Chair called for staff presentation.

Staff explained that last year Knik requested a Conditional Use Permit for a temporary construction camp in the same location as a base for the work they were doing for the Airport. This had a one year expiration date. Knik has recently been awarded another project for the paving of Ballyhoo road and would need to extend the use of their construction camp for this project. Staff is recommending approval of the Conditional Use Permit with an expiration date of two years up to December 2015 to coincide with the anticipated project completion date. The removal bond that was required in the original permit will be extended as well. There were no complaints or objections to the construction camp during the previous year and no safety or additional control measures are needed.

Denise Rankin was present to represent the Ounalashka Corporation, the property owner, and was available for questions.

No public was present for public comment.

Steven Gregory moved to approve Resolution 2013-11. There was a second. There being no further discussion on the Resolution 2013-11, Chair Bobbitt called for a vote and the motion passed unanimously (4-0). The motion carried and Resolution 2013-11 was adopted.

### **7. Conditional Use Permit allowing for a Temporary Batch Plant and Laydown Area on portions of Lot 1, Block 2, Margaret Bay Subdivision, Plat 92-3, and Lot B1 and Lot 8B, Blok 2, Margaret Bay Subdivision, Addition Number 2, Plat 2010-16 on Sea Lion Circle.**

Chair Bobbitt opened the public hearing and called for any ex parte communication or conflicts of interest to be disclosed. Hearing none, the Chair Bobbitt called for staff presentation.

Staff explained that the request for the proposed location was slightly revised by the applicant and referenced the revised map and Amended Resolution 2013-12 that was distributed the day before the meeting. Copies of this information were also available on the back table and at the Commissioner's seats. This Conditional Use application is for a batch plant and laydown areas related to the construction of the Waste Water Treatment Plant. Staff is recommending approval of the Conditional Use Application. The applicant has already received permission to utilize this underutilized public right-of-way and is working with Ounalashka Corporation, the property owner, to make sure that other users of the adjoining lots have access to their materials. The recommended expiration date for this Conditional Use

Permit is concurrent with the completion of Waste Water Treatment Plant construction. There were no complaints received regarding this application and staff sees no need for additional safety or control related to the batch plant. A removal bond is not being recommended because all of the materials will be used for the construction.

Denise Rankin was present to represent the Ounalashka Corporation, the property owner, and was available for questions. Stacey Walters was present to represent Alaska Mechanical, the applicant, and clarified their plans for the Commissioners.

No public was present for public comment.

Peter Sturdivant moved to approve Resolution 2013-12 as amended. There was a second. There being no further discussion on the Resolution 2013-12, Chair Bobbitt called for a vote and the motion passed unanimously (4-0). The motion carried and Resolution 2013-12 was adopted.

### **REGULAR MEETING:**

- 8. Notice to the Platting Board regarding action of Platting Authority on July 18, 2013 to consider the extension of Preliminary Plat of McLaughlin Subdivision, a subdivision of Lot 1, Hawley Subdivision, Plat 95-13, located at 10 and 18 Overland Drive.**

Staff explained that this has been provided to the Planning Commission for informational purposes only. The purpose of the extension of the Preliminary Plat is to allow for time for utilities to get straightened out because the connection was just for one lot when the subdivision was first developed.

### **OTHER BUSINESS**

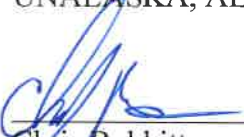
Chair Bobbitt asked if there were any other questions from the Commissioners or from staff.

- Staff brought up a previous plan to have training sessions integrated into the Planning Commission meetings. She asked the Commissioners to let Staff know what sort of training they would want and how often.
- Staff also informed the Commissioners regarding revisions in the format of the minutes of the meeting. Robert's Rules states minutes should be a record of the action taken and what was done at the meeting and not what was said at the meeting.
- Staff reviewed that the next Planning Commission meeting will be on August 8, 2013, due to a scheduling conflict. Staff polled the Commissioners and it seems likely that there will be a quorum on the said date.

### **ADJOURNMENT**

Chair Bobbitt adjourned the meeting at 7:28 P.M.

PASSED AND APPROVED THIS 8<sup>th</sup> DAY OF August 2013 BY THE CITY OF UNALASKA, ALASKA PLANNING COMMISSION.

  
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Chris Bobbitt  
Chair

8/8/13  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Erin Reinders, AICP  
Recording Secretary

8/8/13  
\_\_\_\_\_  
Date

Prepared by Veronica De Castro and Erin Reinders, Planning Department