

**CITY OF UNALASKA, ALASKA
PLANNING COMMISSION & PLATTING BOARD
REGULAR MEETING
THURSDAY, MARCH 17, 2016, 6:00 P.M.
UNALASKA CITY HALL COUNCIL CHAMBERS
AGENDA**

CALL TO ORDER: Commissioner Doanh Tran called the meeting to order at 6:00 PM.

ROLL CALL

Commissioners present

Billie Jo Gehring
Vicki Williams
Doanh Tran
Lottie Roll (arrived at 6:03 pm.)

Commissioners excused

Jessica Earnshaw (non-medical)

Staff present:

Anthony Grande, Planning Director

REVISIONS TO THE AGENDA: None

APPEARANCE REQUESTS: None

ANNOUNCEMENTS: Mr. Grande reviewed & explained in detail Planning Commission rules. Chair Tran announced that a Ballyhoo lions club meeting was at 7:00 PM.

Mr. Grande announced that he will not be attending next month's meeting. Commissioner Williams stated that she may not be attending May month meeting. Commissioner Gehring stated that she will let Planning Department know if she can attend meeting via telephone in April. Chair Tran will let Planning Department know if she will be attending April meeting or not.

MINUTES: Planning Commission & Platting Board, February 18, 2016. Chair Tran asked if there is any correction to the minutes. Hearing none, Chair Tran declared the minutes from February 18, 2016 approved without objection.

PUBLIC HEARING

No Items

OLD BUSINESS

1. SELECTION OF CHAIR AND VICE CHAIR

Mr. Grande stated that every year in the month of February, we revisit the Chair & Vice Chair position. Also, he stated that the selected Chair will be a Chair for Planning Commission & Historic Preservation Commission. Commissioner Vicki Williams nominated Ms. Jessica Earnshaw. Commissioner Roll seconded. There being on other nomination and no objections, Ms. Jessica Earnshaw will be the new Chair. Chair Tran asked if there is any nomination for Vice Chair. Ms. Vicki Williams nominated herself. Commissioner Gehring seconded. Chair Tran asked if there are any objections or other nominations. Hearing none, Ms. Vicki Williams is the new Vice Chair. Mr. Grande stated that the new Chair and Vice Chair will be in effect beginning at the next meeting.

NEW BUSINESS

RESOLUTION 2016-05: A RESOLUTION RECOMMENDING APPROVAL OF DRAFT CITY COUNCIL ORDINANCE 2016-08 AMENDING UNALASKA CODE OF ORDINANCES CHAPTER 8.04 PLANNING, TO PERMIT TELEPHONIC PARTICIPATION OF PLANNING COMMISSION MEMBERS

Chair Tran called for staff presentation. Mr. Grande explained that it's a title 8 change and by passing this resolution, the commissioners can attend the meeting by telephone. It will help the applicants obtain rulings on their land use submittals in a timely fashion. It will still require two Commissioners physically present in the meeting. Also, stated that the commissioner can do teleconference 3 times annually. Mr. Grande proposed to amend the word "annually" in part D1 of Attachment A to "per 12 month period beginning February 15 of each year", because for Planning Commissioners, the term starts and ends in February. Mr. Grande recommends approval with the amendment. Chair Tran asked if there is any further question from Commissioners and Staff. Mr. Grande stated that the Planning Department would like to have a notice form Commissioners 10 days prior to schedule meeting if they are going to attend the meeting via telephone or not.

Commissioner Gehring made a motion to adopt and approve the Resolution 2016-05. A Resolution Recommending Approval of Draft City Council Ordinance 2016-08 Amending Unalaska Code of Ordinances Chapter 8.04 Planning, To Permit Telephonic Participation of Planning Commission Members. Commissioner Williams seconded.

Commissioner Gehring made a motion to amend the Resolution 2016-05 to strike "annually" and add "per 12 month period beginning February 15 of each year" in Attachment A Commissioner Williams seconded. Chair Tran asked if Commissioners have any further discussion on the amendment. Hearing none, Chair Tran call for a vote, the vote was unanimous (4-0). The amendment to Resolution 2016-05 has been approved.

Chair Tran call for a vote to approve the Resolution 2016-05. The vote was unanimous (4-0), and the Resolution 2016-05 was approved as amended.

WORKSESSION

No Items

ADJOURNMENT: Chair Tran adjourned the meeting at 6:28 PM.

PASSED AND APPROVED THIS 3rd DAY OF MAY, 2016 BY THE CTY OF UNALASKA, ALASKA PLANNING COMMISSION.



Jessica Earnshaw
Commission Chair

5/3/2016
Date



Anthony Grande
Secretary of the Commission

5/3/2016
Date

Prepared by Ruchi Patel and Anthony Grande, Planning Department