



PLANNING COMMISSION

Wednesday, November 12, 2025 at 5:30 PM

MINUTES

Our Vision. To have an infrastructure and city workforce that supports a sustainable, diversified and growing economy. We will partner with others to achieve economic development and other common goals that assure a high quality of living, and excellence in education.

MEETING INFORMATION

AGENDA

PLANNING COMMISSION MEETING

CITY HALL COUNCIL CHAMBERS / 5:30 p.m.
141 Main Street, Dillingham, AK 99576 (907) 842-5212

This meeting will also be available at the following online location:

CALL TO ORDER 5:30 PM

ROLL CALL

Present:

Cade Woods, Chair

Jennifer

Susan

Kaleb

Misa

Absent:

Greg (joined later at 6:14 PM via Zoom)

Michael

A quorum was established.

APPROVAL OF MINUTES

September 10, 2025 Minutes

Motion to approve the September 10, 2025 minutes: Kaleb

Second: Misa

Vote: No objections; motion passed unanimously.

APPROVAL OF AGENDA

Motion to Amend the Agenda

Amendment was to move:

Unfinished Business – Road and Street Policy, and

New Business – Parking Lot Standards

into Communications – Planner's Report for discussion only (no formal action).

Motion: Kaleb

Second: Misa

Roll-call Vote:

Susan – Yes

Jennifer – Yes

Kaleb – Yes

Misa – Yes

Chair Cade Woods – Yes

Motion passed unanimously.

Motion to Approve Amended Agenda

Motion to approve the agenda as amended: Kaleb

Second: Misa

Roll-call Vote: All present voted yes.

Agenda approved as amended.

COMMUNICATIONS

Communications to the planning commission

Planner's Report

Planner presented the written report and highlighted the following items:

Planning Department Workload & Possible Fees

Significant staff time spent on public inquiries about deeds, land history, property info, and records-type requests.

Discussion about tracking volume and types of requests and possibly developing a fee structure in coordination with Finance.

Land Use Permits & Special Events (Nerka Halloween Maze)

Nerka Loop Halloween Maze caused congestion and unsafe traffic/parking conditions.

Special event permits already require referral to Public Safety.

Discussion on better enforcement, public outreach, and possible temporary road closures or traffic control for future events.

Enforcement of Existing Codes

City has setback requirements, zoning, and other standards, but enforcement is largely complaint-driven.

Planner noted difficulty when issues involve neighbors and the lack of a clear enforcement mechanism.

Housing – AHFC Professional Housing Grant

Application submitted for approximately \$700,000 for rural professional housing.

Grant structure: 100% forgivable if used for professional housing for 10 years; excessive revenue could trigger repayment.

If awarded, City Council must decide whether to accept.

Planner to present a housing development workshop on December 4 at 5:30 PM.

Harbor Lights & Power Extension

Project to repair/replace harbor lights and extend primary power toward the South Ramp/bathhouse area.

Agreement terms accepted with Nushagak Electric; awaiting firm construction schedule.

Work may be delayed to spring if winter construction is not feasible.

Harbor South Side Redevelopment

65% design indicates lease-lot changes and replatting on the south side of the harbor.

Planning Commission will later be asked to consider subdividing lease lots (e.g., into ¼-acre lots).

Picnic Table Donation (BBHC & Tribe)

Donation of approximately 6–8 picnic table/bench sets being coordinated with BBHC and the Tribe.

No final locations selected; considerations include:

Avoiding snow-dump areas.

Possible sites: Lake Road, harbor area, hockey rink, Nerka Loop bus stop, other public gathering areas.

Discussion of past donation-acceptance procedures (MOA/MOU, tiers of donations, liability, and maintenance responsibilities).

Parks & Recreation Functions

Historical suggestion that Parks & Recreation and Historic Preservation duties might be assigned to the Planning Commission.

No final decision yet; awaiting further direction from Mayor and Council.

Trails & Beluga Bluff Trail

Planner is exploring trail funding options for Beluga Bluff Trail.

Associated access road currently unnamed; will eventually need a formal street name.

Road and Street Policy (Formerly Unfinished Business – now under Planner's Report)

Planner summarized long-standing issues:

Minimum Road Standards were adopted in 2014, but existing roads have never been formally accepted for maintenance.

City maintains many roads without a clear, codified list of accepted streets.

Tribal transportation plan currently drives some road improvements without full City participation in priorities or standards.

Commission discussion:

General support for Option A (grandfathering all roads currently maintained by the City) or Option E (hybrid approach) as a starting point.

Need to coordinate with the Tribal transportation plan and understand their prioritization and scoring.

Planner will obtain a current copy of the Tribal transportation plan and related scoring criteria for Commission review.

Intention is to bring back a formal resolution for Commission consideration and recommendation to Council.

Parking Lot Standards (Formerly New Business – now under Planner's Report)

Discussion focused on:

Clarifying status of certain travel ways through private parking lots (e.g., AC parking lot access is a private road with public utilities beneath).

The need for clear parking lot standards within the downtown business district.

Relationship between parking lot standards, road policy, and comprehensive plan implementation.

Planner intends to return with draft parking lot standards in resolution form for future action.

Agnew::Beck/Comprehensive Plan Update

Citizen's comments on items not on the agenda- none

PUBLIC HEARINGS- none

UNFINISHED BUSINESS

Road and Street Policy

NEW BUSINESS

Parking Lot Standards

COMMISSIONER COMMENTS

Commissioners expressed interest in:

Seeing the Tribal transportation scoring system and goals (footpaths, multi-use, industrial priorities, etc.).

Advocating with DOT for wider shoulders/ATV/bike accommodation in the planned Lake Road rebuild (projected around 2029).

Reviewing Fire Hall design plans (35% or updated) when available.

Developing a tiered donation-acceptance process distinguishing small items (e.g., plaques), moderate items (benches, playgrounds), and major assets (roads, land).

Possible future role of the Planning Commission in Parks & Recreation and trails planning.

ADJOURNMENT by the chair

Attest

Abigail Flynn, City Clerk

Approval Date