

DILLINGHAM CITY PLANNING COMMISSION

MEETING MINUTES

May 22, 2025

CALL TO ORDER

A regular meeting of the Dillingham City Planning Commission was held on May 22, 2025, at the Dillingham City Council Chambers and via video conferencing, in Dillingham, Alaska. Chair Kaleb Westfall called the meeting to order at 5:35 P.M.

ROLL CALL

Members Present:

- Kaleb Westfall, Chair (Seat A)
- Gregg Marxmiller (Seat C)
- Jenniffer DeWinne (Seat D)
- Susan Isaacs (Seat E)
- Michael Bennett (Seat F)
- Misa Webber (Seat G)
- Cade Woods (Seat B) - arrived late

APPROVAL OF MINUTES

The minutes from the previous meeting were considered. Commissioner DeWinne moved to approve the minutes with amendments to include Michael Bennett's complete commissioner comments regarding welcoming new and returning commissioners and adding corrections to spelling (adding 'T' to Bennett and 'G' to Gregg on page 3). Commissioner Isaacs seconded.

Motion carried unanimously.

APPROVAL OF AGENDA

Commissioner DeWinne moved for an open agenda. Commissioner Isaacs seconded. A prior motion by Commissioner Marxmiller to move elections to new business and seat new officers at the next meeting was approved.

Motion carried unanimously.

STAFF REPORTS

Planning Director Chris Maines provided an oral report covering:

- Agnew Beck visit scheduled for first week of June to discuss comprehensive plan
- Walkability Action Institute project for safer pedestrian walkways and bike paths
- Downtown traffic configuration experiments including potential D Street modifications
- Population data: Dillingham currently at 2,048 residents (declined 4% since 2000)
- Housing survey indicating need for 100 additional units despite population decline
- Fish tax status: 2.5% tax remains in code but unenforced since annexation ruling overturn

Follow-up Actions:

- Staff to email commissioners about Agnew Beck meeting details
- Staff to prepare freight traffic solution for harbor area
- Staff to coordinate comprehensive plan public outreach

CITIZEN COMMENTS

No citizens were present for public comment.

PUBLIC HEARINGS

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Item 1: Comprehensive Plan Discussion

Staff presented the seventh version executive summary of the comprehensive plan. Discussion focused on public outreach strategies including:

- Public meetings after fishing season
- Survey tools and QR codes
- Community event information boards
- Lunch and learn sessions

No formal motion was made. Staff will coordinate public feedback collection.

Item 2: Election of Planning Commission Officers

Motion to elect Cade Woods as Chair: Nominated and seconded (nominees not clearly identified in record). **Vote:** 6 Yes (Webber, Bennett, Isaacs, DeWinne, Marxmiller, Woods), 1 No (Westfall) **Motion carried.**

Motion to elect Gregg Marxmiller as Deputy Chair: Nominated and seconded (nominees not clearly identified in record). Commissioner Webber was initially nominated but declined. **Vote:** Unanimous approval **Motion carried.**

Note: Newly elected officers will assume positions at the next meeting.

COMMISSIONER COMMENTS

- Commissioner Isaacs thanked Chair Westfall for outstanding leadership
- Commissioner Marxmiller expressed appreciation for diverse perspectives
- Commissioner DeWinne offered community health needs assessment materials
- Commissioner Webber thanked staff for comprehensive plan information
- Commissioner Woods expressed appreciation for opportunity to serve
- Commissioner Bennett had no comments

CHAIR'S CLOSING REMARKS

Chair Westfall thanked commissioners for their volunteer service and acknowledged the significant time commitment required. He emphasized the unique opportunity to shape Dillingham's future growth, address community needs, and execute the will of the people through planning work.

ADJOURNMENT

Chair Westfall adjourned the meeting at 6:52 P.M.

NEXT MEETING

Date to be determined - discussion of June meeting before fishing season or July/August meeting after fishing season. Staff will coordinate schedules.



Abigail Flynn, Acting City Clerk

ATTEST

Date Approved: 08/20/2025



PLANNING COMMISSION

April 16, 2025 at 5:30 PM

MINUTES

In compliance with the Americans with Disabilities Act, individuals needing special accommodations / during this meeting should notify the City of Dillingham at 907-842-5212 at least three working days before the meeting.

MEETING INFORMATION

**PLANNING COMMISSION REGULAR MEETING
CITY HALL COUNCIL CHAMBERS / 5:30 p.m.**

CALL TO ORDER

Commissioner Kaleb Westfall called meeting to order at 5:31 PM on April 16, 2025.

ROLL CALL

Present: Kaleb Westfall, Gregg Marxmiller, Susan Isaacs, Cade Woods, Jennifer DeWinne, Michael Bennett, Misa Webber

APPROVAL OF MINUTES

Minutes were approved by unanimous consent of the Planning Commission.

APPROVAL OF AGENDA

MOTION 0425-01 Susan Isaacs moved to approve the agenda as presented, seconded by Cade Woods. *Motion carried without objection.*

COMMUNICATIONS

Planner Chris Maines presented reports for March and April.

CITIZEN'S COMMENTS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

1. PLANNING COMMISSION GUIDE

Christopher Maines presented a consolidated guide of codes and procedures

2. PLANNING COMMISSION PROCEDURE

Discussion of subdivision standards and requirements

3. CAPITAL IMPROVEMENT PROGRAM

Reviewed 31 current projects and discussed six-year planning process

COMMISSIONER COMMENTS

Susan Isaacs- welcomed new members and excitement to see new ideas and perspectives. Sue also commended Chris's work.

Jennifer DeWinne- mentioned her love of capital projects and enthusiams for being a part of the Planning Commission.

Misa Webber- said she was happy to be part of the Planning Commission. Looked forward to working on the CIP and the Comprehensive Plan.

Michael Bennett- welcomed the old and new commissioners. Offered to help anyone if they had questions.

Cade Woods- is looking forward to continuing to learn more about the process and the discussions.

Gregg Marxmiller- thanked volunteers and shared experience from Anchorage's Fashion Week

Kaleb Westfall- expressed excitement about working on the comprehensive plan, acknowledged the funding in pipeline for CIP projects and thanked everyone for their participation.

ADJOURNMENT

Commissioner Kaleb Westfall adjourned the Planning Commission Meeting.

The meeting was adjourned at 6:30 PM Wednesday April 16, 2025, in the Dillingham City Council Chambers in Dillingham, Alaska



Abigail Flynn, Acting City Clerk

ATTEST

Date Approved: 09/22/2025



PLANNING COMMISSION

January 8, 2025 at 5:30 PM

MINUTES

In compliance with the Americans with Disabilities Act, individuals needing special accommodations / during this meeting should notify the City of Dillingham at 907-842-5212 at least three working days before the meeting.

MEETING INFORMATION

PLANNING COMMISSION REGULAR MEETING CITY HALL COUNCIL CHAMBERS / 5:30 p.m.

CALL TO ORDER

Commissioner Kaleb Westfall called meeting to order at 5:38 PM on January 8, 2025.

ROLL CALL

Present: Kaleb Westfall, Gregg Marxmiller, Susan Isaacs, Cade Woods
Absent: Liz Clark (EXCUSED), Bert Luckhurst (EXCUSED) Michael Bennet (EXCUSED)

APPROVAL OF MINUTES

MOTION 0125-04 Gregg Marxmiller moved to approve the agenda as presented, seconded by Susan Isaacs. Motion carried without objection

APPROVAL OF AGENDA

MOTION 0125-02 Gregg Marxmiller moved to approve the agenda as presented, seconded by Susan Isaacs. *Motion carried without objection.*

COMMUNICATIONS

Planner Chris Maines presented reports for December and January. Topics included land use permits, municipal property issues, possible changes to municipal code, and the comprehensive plan updated timeline.

CITIZEN'S COMMENTS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

Harbor Lease lot Replat

MOTION 0125-03 Gregg Marxmiller moved to approve the agenda as presented, seconded by Cade Woods. Motion carried without objection

Sayak Subdivision

MOTION 0125-04 Gregg Marxmiller moved to approve the agenda as presented, seconded by Susan Isaacs. Motion carried without objection

S&W Subdivision Replat

MOTION 0125-05 Gregg Marxmiller moved to approve the agenda as presented, seconded by Susan Isaacs. Motion carried without objection

Comprehensive Plan Public Meeting

The Planning Commission discussed scheduling the first public meeting for the end of March 2025.

COMMISSIONER COMMENTS

Susan Isaacs- Expressed her happiness with the consistent meeting and is hopeful to making continued progress.

Cade Woods- Looking forward to continuing to learn more about the process and the discussions.

Greg Marxmiller- Said he appreciated Chris's work in the planning department and the agenda management.

Kaleb Westfall- Noted that he was pleased with the progress and effort into putting the pieces together and improving the community.

ADJOURNMENT

Commissioner Kaleb Westfall adjourned the Planning Commission Meeting.

The meeting was adjourned at 7:08 PM Wednesday January 8, 2025, in the Dillingham City Council Chambers in Dillingham, Alaska



Abigail Flynn, Acting City Clerk

ATTEST

Date Approved: 4/16/2025