



## **PLANNING COMMISSION**

Wednesday, May 10, 2023, 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**

A regular meeting of the Planning Commission was held on Wednesday May 10, 2023, at the Dillingham City Council Chambers in Dillingham, Alaska and called to order at 5:32 pm.

Planning Commissioners present and establishing a quorum (a quorum being four): Kaleb Westfall, Elizabeth Clark, Gregg Marxmiller, Susan Isaacs, Michael Bennett, Burt Luckhurst, Jennifer Evridge.

Council members excused: n/a

#### **APPROVAL OF MINUTES**

Approval of April 19, 2023, Planning Commission Meeting Minutes.

Motion: Michael Bennett moved, and Liz Clark seconded the motion.

Voting Yea: Kaleb Westfall, Gregg Marxmiller, Susan Isaacs, Elizabeth Clark, Burt Luckhurst, Jennifer Evridge

#### **APPROVAL OF AGENDA**

MOTION to approve the agenda made by Michael Bennett, seconded by Elizabeth Clark.

VOTING Yea: Kaleb Westfall, Gregg Marxmiller, Susan Isaacs, Jennifer Evridge, Burt Luckhurst, Elizabeth Clark

#### **COMMUNICATIONS**

##### **Communications to the Planning Commission**

Joy Britt, Alaska Forum Green Star Program gave a presentation on the Green Star Program and the benefits of the City of Dillingham becoming Green Star Program Participation.

Isaac Pearson and Jayme Perkins, Engineers for Bristol were present to spoke about the upcoming project and the Nerka Roadway Improvements project schedule.

##### **Planner's report**

Patty reviewed the April and May Planners Reports.

**Citizen's comments on items not on the agenda**

No comments

A 5-minute recess was called and passed by members of the Planning Commission.

**PUBLIC HEARINGS**

None scheduled

**UNFINISHED BUSINESS**

No unfinished business

**NEW BUSINESS**

Resolution 2023-01, Participating in the Green Star Program

MOTION: Motion to approve Resolution 2023-01 Mitigation Plan was made by Michael Bennett, seconded by Elizabeth Clark.

Discussion: Jen Everidge was concerned that the Green Star Program would release the information gathered by the Green Star Program. Patty review that the Green Star Program can not release the information without consent of the City.

Liz also expressed concern for information to be released to other agencies.

Gregg also expressed concern for regulatory issues and information being released to other agencies. Gregg did state that he does support this resolution however wanted to make sure that this resolution did not tie the city to any new regulatory burdens.

Kaleb did ask if the Green Star Program could be dropped at a different time if we were unhappy with the services. I did explain that this program is a voluntary program and would only assist where we invited them to assist.

Michael stated that he is in support of passing this resolution as it can help across the board with the many departments at this City.

Bert stated that he agrees with Michael and that the infrastructure is aging with limited or no changes and welcomes anyone that is willing to assist with the many levels of participation.

Kaleb wanted to ensure that this program is run the way the City of Dillingham would like it, and not leave it up to another agency or program however does believe this will be a good program for the City of Dillingham needs list.

Sue stated she does support this resolution asked about the City Council portion of passing their resolution in the June 2023 Regular City Council Meeting.

Gregg had mentioned the City Land and stated that he is excited for Patty to be happy about future planning process is for future projects.

Review Building Codes, as per Dillingham Municipal Code 15.08

Patty reviewed the current Dillingham Municipal Code, 15.08. Patty wanted the Planning Commission to review the code and consider any changes and that could potentially reduce overall cost to the City of Dillingham.

Liz made a motion to debate over Dillingham Municipal Code 15.08, Michael seconded the motion.

Liz recommended that 5 copies is excessive to have on hand and would like to reduce the number of copies to 1 paper book on hand.

Sue stated that 15.08.040. and 050. and 060 codes are horribly written and that an enforcement officer would be beneficial to have in place.

Michael asked if there are areas in Alaska that do not have building Codes, Patty agreed as the research had stated no building codes.

\*\* Upon further research this is incorrect statement by Patty. It has since been discovered that building codes are in place Statewide and are really regulated by the Fire and Life Safety Regulations published by the State of Alaska, and are covered by the Alaska State Legislature, Chapter 50 Codes and Standards. \*\*

Patty did state that the State of Alaska does have a minimal building standard, and these are the building standards that are followed by the Alaska Housing Construction Standards.

Gregg and Liz mentioned that this may be a process issue as well.

Patty wanted direct instruction on what the Planning Commission would like to proceed with the process.

Bert stated that he would like one section of the building codes to be addressed at a time due to the magnitude of the code.

Sue recommended a 3<sup>rd</sup> party to assemble the building codes for the Planning Commission.

Liz recommended to start going through the codes in or after September for the Building Codes.

Kaleb stated that going through the section would be beneficial and encouraged Planning Commissioners to start reading and recognizing any potential changes that should be made.

Gregg wanted to have more communities evaluated for their building codes and wanted that information brought to the Planning Commission.

Michael stated that he wants the Planning Commission members to complete their own research and bring that information back to the Planning Commission, so this task is not saddled for Patty to complete on her own.

Kaleb agreed with Michael and asked Commissioners to complete this research and bring items back to the Commission to present.

## COMMISSIONER COMMENTS

Susan Isaacs, thanked staff for their work and the other Commissioners moving to the next level.

Gregg Marxmiller, really nothing but thought it was weird to have a discussion on the Building Codes, wished everyone a good summer.

Jennifer Evridge, thanked staff for their work. She would like to see the Municipal Code completed as one project and not piece meal the process of updating the Planning Codes.

Bert Luckhurst, thanked staff for their work.

Michael Bennett, thanked staff for their work. Liked that the Planning Commission was reviewing the Municipal Code as part of the meeting and putting the burden of change of code on the Department Heads.

Elizabeth Clark, would like to address Parks and Recreation for the Planning Commission.

Kaleb Westfall, thanked the Commissioners for their time and volunteer work. Kaleb reminded the Commissioners that they are the driving force for the Green Star Program, the Nerka Road Projects and future projects. Kaleb encouraged Commissioners to be involved and to find solutions that are best for the citizens and the city

**ADJOURNMENT**

Commission Chair Kaleb Westfall adjourned the meeting at 7:23 pm.

\_\_\_\_\_  
Commissioner Kaleb Westfall

ATTEST:

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Patty Buholm, Planning Director

Approval Date: \_\_\_\_\_