



PLANNING COMMISSION

Monday, September 18 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 September 19, 2023, at the Dillingham City Council Chambers and via video conferencing, in Dillingham, Alaska. Commissioner Westfall called the meeting to order at 5:38 p.m.

ROLL CALL

Commission members present and establishing a quorum (a quorum being four):

Kaleb Westfall Gregg Marxmiller Susan Isaacs Jennifer Evridge

Commission members absent:

Bert Luckhurst Michael Bennett Elizabeth Clark

APPROVAL OF MINUTES

Minutes of May 10, 2023, Planning Commission Meeting

MOTION: Commissioner Sue Isaacs moved and Commissioner Jennifer Evridge seconded the motion to approve the Planning Commission minutes.

VOTE: The motion passed unanimously by vote

APPROVAL OF AGENDA

Agenda of September 19, 2023, Planning Commission Meeting.

MOTION: Commissioner Sue Isaacs moved and Commissioner Jennifer Evridge seconded the motion to approve the Planning Commission minutes.

VOTE: The motion passed unanimously by vote

COMMUNICATIONS

Communications to the planning commission

No Guest Speakers were scheduled to speak

Planner's report2. Summer 2023 Projects Update:2-1. Aerated Lagoon Project:

This project has been awarded to Udelhoven Oilfield Systems and the groundwork for grubbing and clearing will occur in the fall of 2023 as it fits into JJC Enterprises, LLC schedule as they are wrapping up on the Nerka Project. They want all the vegetation stripped during this fall so ground work can be done as soon as the snow and ice are gone in the spring of 2024 and not have to worry about the "bird window" of May 1-June 15th 2024.

2-2. Playground Fencing, BBAHC Donation:

This project was completed in the summer of 2023 with the exception of installing the South End of the fencing so that area can be used for snow stacking over the 2023-2024 winter.

2-3. Downtown Fire Hall Replacement:

Currently the downtown fire hall is not being utilized and the Fire Chief is looking for a new location for the Downtown Fire Hall as well as a new building design. Due to the new road work that has been completed in the downtown area over the last few years, the current Downtown Fire Hall is sinking. Chief Heyano is weighing options within the downtown area that would best suit the new building.

2-4. Potential Movie/Show Opportunity for Dillingham by Legit Productions, The Story of Art in America:

Legit Productions has approached the City of Dillingham with completing a filming episode for the series that they are running. Sue did state that we should reach out to others in our community for this project. Sue also recalled that years previously when the bed and alcohol tax was created and implemented that a portion of that tax (possibly 1%) would be set aside for tourism and she does considered this a tourism project. Sue did disclose that she recalls Chris Hladick authorizing \$1,500.00 for a print that was completed by the Bristol Bay Times and advertising for the City of Dillingham. Sue believes the bed tax is underutilized and a portion should be used for a section of this type of advertising or promotion for the City of Dillingham and tourism. Gregg did as that if a resolution is provided to support this funding, that it should include a "Whereas, a portion of the bed tax is to be used for tourism" if it is proven so this type of information is not lost again, and it is clear to the citizens where the money came from to fund this type of project.

Kaleb did ask if any Commissioners had any objections to this Whereas. Jennifer did ask that this be researched to ensure that if an section of the funding were to be set aside to benefit the community, that it was completed. Gregg did state that there are some restrictions to designated funding and that he was under the impression that it could not be so cut and dry as the funding has to go to a more general fund unless it was an excised tax.

An update from the Unicom fiberoptic project was received on August 14, 2023 by mail. Patty did mention that she was communication with Nushagak Cooperatives on their Nuyaka River Hydroelectric Concept and their fiberoptic projects in and around Levelock. Nushagak Cooperatives will be creating an informational status for current projects so the community members can be aware of any new projects in and around Dillingham. They will be utilizing Alaska Directional for this project. Jennifer did ask where they are in the project, Patty did state that are in the beginning stages of the project. Kaleb did state that this project for Nushagak will be through their already owned or approved easements and the remainder of the project will be underground which underground work will be through their underground easements. Gregg asked for clarification on Nushagak and Unicom project as he knows they are competitors. Patty clarified, since the projects are both fiberoptic they do tie together only at Nushagak Cooperative's pedestal located at the base of Kanakanak Hospital lands. Gregg did have concern for the Subsistence Fishers at Kanakanak Beach and this should be considered while moving forward if it does move forward. Gregg also asked for the clarification on Nushagak's behalf, Patty informed him that was the intension for the communication as I was able to

provide something to the Commissioners on Unicom's project but have nothing to provide the commissioners with for any Nushagak Cooperatives potential projects.

2.5. Potential Partnership for UAF/BBC Alaska Sea Grant Marine Advisory Program:

In communication with Tav Ammu, Alaska Sea Grant, Marine Advisory Program Agent and BBNA's Economic Development Program Manager, Kristina Andrew, a feasibility Study and Business Plan in Dillingham has sparked the idea of a Seas Food Innovation Center. Currently this is an idea that would take a lot of work, research and outreach to community members. This is an early introduction to this project and is only in the feasibility study portion. It would provide a space focused on the Sea Food Industry that promotes local participation in the Sea Food Industry cluster and creation of small businesses. Included but not limited to commercial fishing, mariculture, food processing, business management, resource management, sport fish, subsistence and creating a more accessible space for businesses that are located downtown but not located inside the already busy and full Small Boat Harbor. Patty did state due to the higher amounts of traffic inside the boat harbor, this could be beneficial to eliminate the excess traffic and installing the pavilion across the street as well as develop the area for local vendors and food trucks. Patty did state that adding the art aspect of this would eliminate excess activity and promoting growth of Dillingham. Gregg did mention that we should be following the Dillingham Waterfront Strategic Plan as well. Gregg also mentioned that the wind is a factor as the park at the end of the Boat Harbor. Also it is difficult due to the dredging within the harbor and layout of the dredging pipes that go out into the water from under the street then back out to the bay. This move would benefit the local growth as a protection by way of following the FEMA guidelines as well as additional protection for our power plant. Gregg commented that he was recently at a flea market elsewhere while traveling and he thinks that this type of this plan would be beneficial for markets and local artists. Patty stated that she was looking at the National Endowment for the Arts, specifically the Our Town funding. Gregg did state that utilizing the park at the end of the harbor is difficult due to the business of the harbor and the Harbor Master, Danny Miller is involved and is a contributing factor for this potential project. Patty did disclose that the property across Scandinavian Creek is privately owned and the Waterfront Strategic Plan was developed without having larger discussions like this as a portion of the Plan is flawed as that landowner does not want a revetment in front of the harbor entrance as they use that space to haul out their large barge and it is stored in that location over the winter months.

2.6 Status Update for Planning Commission and Community Involvement

Comprehensive Plan: Agnew::Beck is currently writing the Comprehensive Plan which included the questions that Agnew::Beck. Still going to do the public process of the Comprehensive Plan, but I needed to know if the Planning Commissioners also wanted to complete an electronic version that can be filled out on-line as well. All Commissioners wanted both a paper and electronic version to be completed to gather the information from the public to assist with this. Patty will work with Agnew::Beck on this electronic version. Gregg did state that historically in his experience with polls it has been difficult to obtain responses and it may be beneficial to hire this portion out instead of a city employee driven poll. It was disclosed that a study was conducted by S.A.F.E. was forwarded to Agnew::Beck that had completed last month to help share information that was already available. Jennifer wanted to ensure that the public could weigh in with their wants and needs for our community.

2.7 Review the City of Dillingham owned Properties – This was included in the Planning Commission packet so the City Properties can be reviewed by the Commissioners. Patty did disclose that there may be an error to one lot as it may belong to the Dillingham City School District as it was disclosed in the City Council meeting that the school district does have a deed to their land. Patty will be working with the school district to request a copy and clarify who the land does belong to as Mayor Ruby did state that she was under the impression that the school district could not own land and it may have been reverted to the city. Sue thanked staff for the property list.

Patty gave a short update on the Landfill, including the purchase of the 4-wheeler to start the Air Quality Monitoring Program again on a quarterly basis per State of Alaska Air Quality requirements. Patty did state that the Green Star Program would be in Dillingham on October 4, 5, and 6th to complete a site visit of the Landfill, Water, and Wastewater facilities so a full Report can be written. Once received it will be shared via the Planning Department Report. Patty has started communication with surrounding villages to start Regional Projects to reduce costs and increase funding probability if applying for grants.

Nerka Road Improvements Update – The Nerka Road Improvements is on paused. The previously planned paving will not occur this year but is slated to be paved next year. BBNC, BBNA, and BBEDC are working with the City of Dillingham to have a Heavy Equipment Class to train Public Works Department. During this training, they will cover how to properly clear snow with anticipation of going over the Nerka Subdivision and how to properly grade this road through the winter to minimize any damage to the unpaved road with finished edges.

Downtown Fire Hall Replacement – Norman Heyano has a plan that he would like to build as a replacement. The joint Public Safety Building that was previously being planned is no longer being sought after by most as it causes many difficulties, the current desired plans are stand alone buildings to increase privacy for all involved. Sue requested if this would take place this next year,

A 5-minute meeting break was requested by Commissioner Gregg Marxmiller. Commissioner Chair Westfall declared a break with returning at 7:15pm.

Commissioner Chair Westfall, called the meeting back to order at 7:17pm.

Citizen's comments on items not on the agenda

No one was in the room or on-line to make any comments

PUBLIC HEARINGS

No Public Hearings

UNFINISHED BUSINESS

4. Comprehensive Plan update, completed – see above.
5. Review the City of Dillingham Properties, completed – see above.
6. Building Status: Demolition Recommended
Future Plans of Land/Space of current building where the Territorial Building. In 2012 a structural Engineer did complete an assessment which the recommendation at the time was to no longer use the building until the foundation was corrected. Since that time no corrections were made and the information was lost along the way and the building was then again being used for storage and occasional use. It was reported to Acting City Manager Kimberly Johnson that the building has shifted to the point where one of the doors no longer closes. She determined the previous recommendation should be followed and the City Staff emptied the building, the door that no longer closed was forced closed and screwed shut with a 2x6 to prevent future access. The building was assessed again with a separate structural engineer who deemed the structure is completely unsafe and should not be accessed or utilized any longer. The water pipes aged so much that they are beginning to fail by thinning pipe walls and leaking, which occurred to the water inlet pipe to the Territorial building which then feeds into Public Health and City Hall. The water to both buildings will have to be rerouted once the building is torn down. Patty reminded the Planning Commissioners that the water and wastewater infrastructure is failing as these items should be kept in the forefront as we move forward with Planning.

NEW BUSINESS

7. Moto (Motto) for this CIP List: Focusing on Completing previous CIP Items – Would like to have both paper and electronic versions as well. This list will most likely be from last year with the Commissioners ranking them. Gregg reminded the Commissioners of the creation of the CIP List to keep in mind that the Capital Improvements list contains items that are needed by the Departments, which are most likely to be funded, and to allow for Public Comment on the CIP. Gregg reminded the other commissioners that the previous CIP (2018 and forward) Lists are located on the Planning portion of the City Website.
8. Fence Donation by the Bristol Bay Area Health Corporation, Patty reminded the Commissioners that this gift did not go through the Planning Commission and was gifted directly to the City by way of Resolution to the City Council. The fence looks amazing, there has been a combination lock on the “Vehicle gate” to prevent damage by uninvited vehicles, but the “Man gates” are kept unlocked at all times.

COMMISSIONER COMMENTS

Gregg Marxmiller: Requested to have a cleaner agenda, and if a status update is occurring to have that identified in the agenda itself. Gregg thanked staff for all the data that was shared in this meeting.

Jennifer Evridge: Thanked staff for their work. Jennifer did recommend the new Fire Hall be located where the Territorial Building is currently located.

Sue Isaacs: Sue thanked staff for all the information in tonight’s meeting. During the Comprehensive Plan update Sue expressed the need to have a varying age group participate to gain a wider net of needs throughout the community.

Kaleb Westfall: Thanked the Commissioners for meeting on a Monday evening. Glad the Comp Plan is moving forward and welcomed all back from summer.

ADJOURNMENT

Commissioner Chair Westfall adjourned the meeting at 7:43pm.

Commissioner Kaleb Westfall

ATTEST:

Patty Buholm, Planning Director

Approval Date: _____