



PLANNING COMMISSION REGULAR MEETING

Wednesday, November 3, 2021 at 5:30 PM

MINUTES

CALL TO ORDER

A regular meeting of the Dillingham Planning Commission was held on Wednesday, November 3, 2021, at the Dillingham City Council Chambers and through in person and in a virtual meeting, Dillingham, Alaska. Chair Kaleb Westfall began the meeting at 5:47 p.m.

ROLL CALL

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

Gregg Marxmiller Elizabeth Clark Kaleb Westfall
Susan Isaacs

Commission members absent:

Jason Lamson Jessica Denslinger Bert Luckhurst

APPROVAL OF MINUTES

Minutes of September 8, 2021, Regular Planning Commission Meeting

MOTION: Greg Marxmiller moved and Susan Isaacs seconded the motion to approve the September 8, 2021, regular Commission minutes.

VOTING: the motion to approve the minutes passed unanimous, by roll call vote.

APPROVAL OF AGENDA

MOTION to approve the agenda made by Gregg Marxmiller, seconded by Elizabeth by Clark.

VOTING: the motion to approve the agenda passed unanimous, by roll call vote.

COMMUNICATIONS

Communications to the planning commission – No communications

Committee Reports – Cynthia Monthly Report, Planning Report

Citizens Comments on items not on the agenda – No comments noted

PUBLIC HEARINGS

No public hearing

UNFINISHED BUSINESS

No Unfinished Business

NEW BUSINESS

Presentation: BBNA Playground Equipment and Installation Donation Proposal

Elizabeth Clark gave presentation on the Dillingham Downtown Park Strip Renovation Project, partnership between the City of Dillingham and Bristol Bay Native Association.

Commission Member Bert Luckhurst joined the meeting in progress at 6:30 p.m.

Mayor Alice Ruby was noted as joining the meeting in progress at 6:30 p.m.

Commission Member Gregg Marxmiller accepted the role of Chair at 6:30 p.m. as it was noted Chair Westfall had left the meeting.

- Mayor Alice Ruby referenced the importance of the public process within the City's current guidelines and encouraged additional public comment.
- Phase 1 completion of the proposed plan is currently funded and stressed importance of timely action due to equipment ordering and barge deadlines.
- It was noted this park does not have a formal name. Public Works should be notified of proposed project. Alternate locations within Dillingham should be considered. Land use notifications should be considered for adjacent land owners.
- Planning Director Cynthia Rogers stated this was not land use issue however a process issue for accepting the donation of equipment. It was indicated that it would not be costly to remove existing equipment and no land use issues exist as this equipment is simply replacing old equipment, not changing the use of the land. BBNA did start communication with the Planners Office months prior and reminded this donation is non-monetary. Previous donations had been presented to the City Council and not the Planning Department. The Planning Department has had informal communications about this equipment, its placement, and within the City for cost of removal and erection of the new equipment.
- A recommendation to move the equipment closer to the Volleyball court as to free up more space to accommodate parties or festivals. If tables can be utilized for an event without impeding on the donated equipment should be factored in placement.
- Recommendations were made to keep the soccer field open, all plans that were submitted were based on 50' x 70', Public Works will be notified to keep the space open for potential future development.

Adopt Resolution 2021-09; A Resolution of the Dillingham Planning Commission Supporting the BBNA Donation of Playground Equipment and Installation

MAIN MOTION to adopt resolution 2021-09 made by Elizabeth Clark, seconded by Bert Luckhurst.

- It was recommended this be sent to the City Council for their feedback.

MOTION to postpone to the next meeting made by Gregg Marxmiller, seconded by Susan Isaacs.

- Exact placement of equipment has not been determined.
- Additional public input is still warranted at this point.
- Full commission participation is advised.
- Timely ordering of the equipment for granting agency and shipping timing need to be taken into consideration.
- Concern was expressed regarding the age and condition of the existing equipment.

VOTING: the motion to postpone resolution 2021-09 failed.

Yes: Gregg Marxmiller, Susan Isaacs

NO: Bert Luckhurst, Elizabeth Clark

- Intent is the Planning Commission recommends the BBNA donated playground equipment and installation be approved.
- Concern was expressed regarding the timing of submission and notification process to get to council to satisfy the grant timeline.
- The meeting Chair requested from Commissioner Elizabeth Clark if this was a conflict of interest, since she is employed by BBNA. Elizabeth Clark stated there would be no financial gain.

Kaleb Westfall rejoined the Meeting at 7:53 p.m.

- Process clarification needs to be completed within the Planning Department.

Kaleb Westfall regained Chair at 7:55 p.m.

VOTING: the motion to adopt resolution 2021-09 passed by unanimous roll call vote.

CITIZEN COMMENTS

No comments were made

COMMISSIONER COMMENTS

Susan Isaacs:

Inadequate time and notice for the playground equipment. Expressed support for the project.

Gregg Marxmiller:

Inadequate time and notice for the playground equipment. Expressed support for the project.

Elizabeth Clark:

Thanked Commission members for participation in the meeting and providing feedback. Expressed frustration with the process and difficulties she had encountered during this donation from BBNA. Noted that BBNA had completed their public process.

Bert Luckhurst:

Encouraged separating Phases in future projects to limit confusion. Expressed support for the project

Kaleb Westfall:

Thanked staff for working through the process of accepting the equipment. Thanked BBNA for all their work and the donation of the equipment. Thanked Cynthia Rogers for her efforts to make everything come to fruition. Kaleb asked for Cynthia Rogers input as the City Planning Director. She thanked BBNA and the Commissioners. Stated clarification would be needed on all process so this does not occur again. Comprehensive Plan Workshop will be postponed until November 16, 2021 Next Planning Commission Meeting: Wednesday, December 8 at 5:30 PM

ADJOURNMENT

Chairman Westfall adjourned the meeting at 8:07 p.m.

Kaleb Westfall, Chair

ATTEST:

Patty Buholm, Planning Director

Approval Date: _____