



## **PLANNING COMMISSION**

Wednesday, August 21, 2024 at 5:30 PM

### **AGENDA**

*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**

##### **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:  
<https://us02web.zoom.us/j/82029171924?pwd=MXc2SHI5SkVQcVJmdVpjRUNhVHMvdz09>

Meeting ID: 820 2917 1924; passcode: 784585  
Or dial (346) 248-7799, or (669) 900-6833

#### **CALL TO ORDER**

#### **ROLL CALL**

#### **APPROVAL OF MINUTES**

1. June 26, 2024, Special Planning Commission Meeting

#### **APPROVAL OF AGENDA**

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

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

#### **PUBLIC HEARINGS**

2. Barrett Subdivision Addition No. 1 Preliminary Plat

#### **UNFINISHED BUSINESS**

3. Planning Commissioner Training

#### **NEW BUSINESS**

4. Barrett Subdivision Addition No. 1 Preliminary Plat

#### **COMMISSIONER COMMENTS**

#### **ADJOURNMENT**



**PLANNING COMMISSION**  
Monday, June 03, 2024 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.**

*Limited Seating Available* 141 Main Street, Dillingham, AK 99576 (907) 842-5212 This meeting will also be available at the following online location:

<https://us02web.zoom.us/j/84390811604?pwd=TIZueHI5U0VQazVJaWFWQWJpN01SZz09>

**Meeting ID:** 843 9081 1604 participant #, **Passcode:** (275251) Or dial (346) 248-7799 or (669) 900-6833

**CALL TO ORDER**

Chairman Kaleb westfall called meeting to order at 5:34 pm

**ROLL CALL**

Present: Kaleb Westfall, Liz Clark, Susan Isaacs, Bert Luckhurst, Michael Bennett  
Absent: Gregg Marxmiller

**APPROVAL OF MINUTES**

MOTION 0603-01 Liz Clark move to approve the minutes of February 7, 2024 with corrections, seconded by Bert Luckhurst. *Motion carried without objection.*

**APPROVAL OF AGENDA**

MOTION 0603-02 Liz Clark moved to approve the agenda of the June 3, 2024 Planning Commission, seconded by Sue Isaacs. *Motion carried without objection.*

**COMMUNICATIONS**

**Planner’s report**

City Planner Christopher Maines introduced himself to the members of the Planning Commission.

MOTION 0603-03 Liz Clark moved to amend the agenda to include the Bingman Subdivision under Public Hearings, seconded by Bert Luckhurst, *Motion carried without objection.*

**CITIZEN'S COMMENTS ON ITEMS NOT ON THE AGENDA**

None

MOTION 0603-04 Michael Bennett moved to include citizen comments to items on the agenda, to the agenda, seconded by Liz Clark. *Motion carried without objection.*

**PUBLIC HEARINGS**

Bingman Subdivision Preliminary Plat

*No Public Comments on Bingman Subdivision Preliminary Plat*

**UNFINISHED BUSINESS**

None

**CITIZEN'S COMMENTS ON ITEMS ON THE AGENDA**

Samantha Holmberg- expressed her objection to the preliminary plat application for Baumgartner Resubdivision of Lot 1&4 Block 14 of U.S. Survey 2732.

Dagen Nelson- spoke on Eagle Point Subdivision. He stated that his application was an abbreviated plat that met the special criteria in Dillingham Municipal Code. Mr. Nelson said that his mylar could have been signed by the City Planner without having a hearing.

Kevin McCambly- provided information on the Baumgartner Resubdivision of Lot 1&4 Block 14 of U.S. Survey 2732. He noted that there was a utility guide wire adjacent to the property and wanted the Planning Commission to be aware of any future development of E. 2<sup>nd</sup> Avenue. Mr. McCambly also provided information on the Nushagak Electric utility easement for the Dillingham Boat Harbor.

Alannah Hurley- expressed her concern over the agenda as presented and found the wording of the action items confusing.

Daniel Miller- emphasized the importance of granting the easement to Nushagak Electric to provide power to the South Ramp of the Boat Harbor.

**NEW BUSINESS**

**Chairman Kaleb Westfall called for a break:**

**Out Of Session: 6:18 PM**

**Back In Session: 6:28 PM**

**McKeever Subdivision Preliminary Plat**

MOTION 0603-05 Liz Clark moved to approve the McKeever Subdivision Preliminary Plat, seconded by Susan Isaacs, *Motion carried without objection.*

**Eagle Point Subdivision Final Plat**

MOTION 0603-06 Liz Clark moved to approve the Eagle Point Subdivision Final Plat, seconded by Susan Isaacs, *Motion carried without objection.*

**Baumgartner Resubdivision of Lot 1&4 Block 14 of U.S. Survey 2732 Preliminary Plat**

MOTION 0603-07 Liz Clark moved to approve the Eagle Point Subdivision Preliminary Plat, seconded by Susan Isaacs, *Motion carried without objection.*

**Bingman Subdivision Preliminary Plat**

MOTION 0603-08 Liz Clark moved to approve the Eagle Point Subdivision Preliminary Plat, seconded by Susan Isaacs, *Motion carried without objection.*

**Nushagak Electric Utility Easement Dillingham Boat Harbor**

MOTION 0603-09 Liz Clark moved to approve the utility easement for Nushagak Electric to reroute power at the Dillingham Boat Harbor, seconded by Susan Isaacs, *Motion carried without objection.*

**COMMISSIONER COMMENTS**

Bert Luckhurst- Expressed he was glad to be back to holding planning commission meetings.

Susan Isaacs- Expressed she was glad to be back to holding meetings and hoped that meetings would be more often in the future. Mrs. Isaacs expressed her appreciation of former City Planner Patty Buholm, and the Planning Departments move to the Boat Harbor Office. Lastly Mrs. Issacs welcomed Christopher Maines and offered her support for his future as the City of Dillingham City Planner.

Liz Clark- Welcomed Christopher Maines and expressed her excitement for the future of the planning department. Mrs. Clark expressed her enthusiasm for the future development of the City of Dillingham, especially with the youth of the community as the primary focus.

Michael Bennett- Welcomed Christopher Maines, and expressed his appreciation for the public comments and involvement.

Kaleb Westfall- Welcomed Christopher Maines and expressed his appreciation for the public in attendance and for their active meeting participation. Mr. Westfall wished everyone in attendance a good evening.

**ADJOURNMENT**

MOTION 0603-10 Susan Isaacs moved to adjourn the Planning Commission Meeting, seconded by Bert Luckhurst, *Motion carried without objection.*

*The meeting was adjourned at 6:51 PM Monday June 3, 2024, in the Dillingham City Council Chambers in Dillingham, Alaska.*



## NOTICE OF PUBLIC HEARING

**Planning Commission Regular Meeting**  
5:30 PM                      Wednesday                      August 21, 2024

*(For Agenda – visit [www.dillinghamak.us](http://www.dillinghamak.us))*

### BARRETT SUBDIVISION ADDITION NO. 1 PRELIMINARY PLAT



- Applicant:                      Joanne Nelson, Box 85, Dillingham, Alaska 99576.
- Location:                      Lot 10B, Barrett Subdivision, Being a portion of Lot 10A, Block 19, Dillingham Township.
- Purpose:                         Correct building encroachments over existing property lines and to remove interior lot lines.
- Access:                        Main Street.

Please submit your comments to the  
Planning Department, P.O. Box 889, Dillingham, AK 99576  
[planner@dillinghamak.us](mailto:planner@dillinghamak.us); by close of business June 14, 2021.



### **Barrett Subdivision Addition No. 1 Summary**

The purpose of this plat is to correct building encroachments over existing property lines and to remove interior lot lines. The new plat includes a public utility easement and follows the recorded easements from the Dillingham Downtown Streets Rehabilitation Project.

The proposed preliminary plat meets the required State of Alaska water and ADEC wastewater regulations.

It is the recommendation of the Planning Director, Christopher Maines, that this preliminary plat be approved.

CERTIFICATE OF OWNERSHIP

WE, HEREBY CERTIFY THAT WE ARE THE OWNERS OF PROPERTY SHOWN AND DESCRIBED HEREON; THAT WE APPROVE THIS SURVEY AND PLAT.

ETHEL JOANNE NELSON (OWNER OF LOTS 1 & 3) P.O. BOX 85 DILLINGHAM, ALASKA 99576

DATE

FREDERICK THANE JOHNSON (OWNER LOT 2) P.O. BOX 1129 DILLINGHAM, ALASKA 99576

DATE

NOTARY ACKNOWLEDGMENT

SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_ DAY OF \_\_\_, 2024

PERSONALLY APPEARED

NOTARY PUBLIC MY COMMISSION EXPIRES

NOTARY ACKNOWLEDGMENT

SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_ DAY OF \_\_\_, 2024

PERSONALLY APPEARED

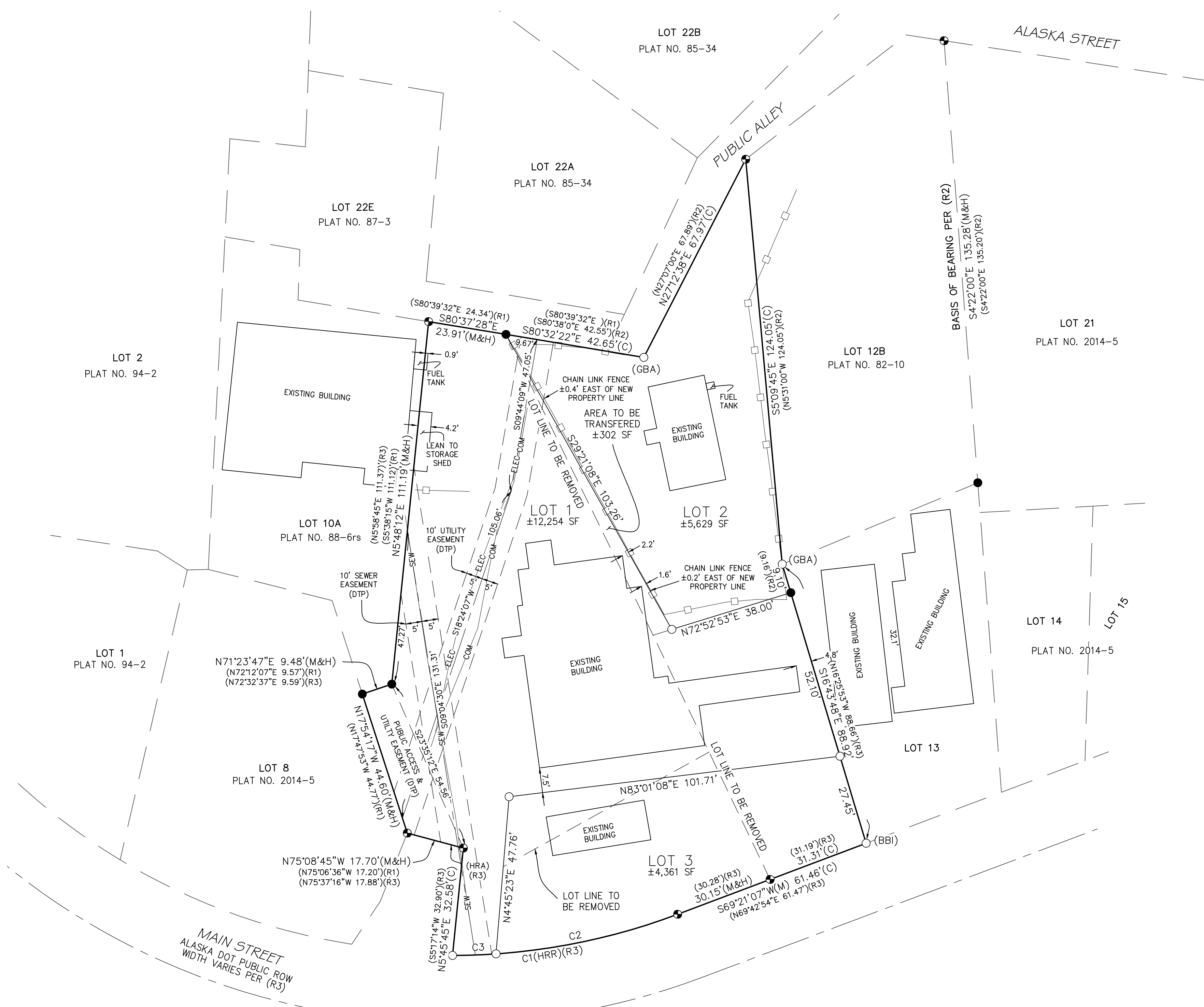
NOTARY PUBLIC MY COMMISSION EXPIRES

REFERENCES

- (R1) RECORD DATA PER PLAT NO. 88-6rs, BBRD
(R2) RECORD DATA PER PLAT NO. 82-10, BBRD
(R3) RECORD DATA PER AKDOT&PF DILLINGHAM STREETS REHABILITATION ROW MAP APPROVED MAY 22, 2019

NOTES

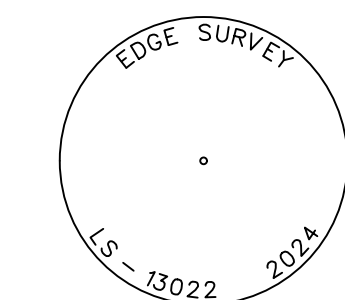
- 1. COORDINATES ARE BASED ON AN ASSUMED DATUM IN U.S. FEET. BEARING ARE BASED ON THE PLAT OF BARRETT SUBDIVISION, FILED AS PLAT NO. 82-10 IN THE BRISTOL BAY RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA.
2. THE PURPOSE OF THIS PLAT IS TO CORRECT BUILDING ENCROACHMENTS OVER EXISTING PROPERTY LINES AND REMOVE INTERIOR LOT LINES.
3. STREET RIGHT-OF-WAY WIDTHS SHOWN TO THE NEAREST FOOT REPRESENT ACTUAL DIMENSIONS TO THE NEAREST HUNDREDTH OF A FOOT (I.E. 30'-30.00').
4. NO INDIVIDUAL WATER SUPPLY SYSTEM OR SEWAGE DISPOSAL SYSTEM SHALL BE PERMITTED ON ANY LOT UNLESS THE SYSTEM IS LOCATED, CONSTRUCTED AND EQUIPPED IN ACCORDANCE WITH THE REQUIREMENTS, STANDARDS AND RECOMMENDATIONS OF THE STATE OF ALASKA, DEPARTMENT OF ENVIRONMENTAL CONSERVATION, WHICH GOVERNS THOSE SYSTEMS.
5. WASTEWATER DISPOSAL SYSTEMS SHALL COMPLY WITH ADEC REGULATIONS.
6. THERE MAY BE FEDERAL, STATE, OR LOCAL REQUIREMENTS GOVERNING LAND USE. THE INDIVIDUAL PARCEL OWNER SHALL OBTAIN A DETERMINATION WHETHER THESE REQUIREMENTS APPLY TO THE DEVELOPMENT OF PARCELS SHOWN ON THIS PLAT.
7. THE FOLLOWING EASEMENTS ALL RECORDED IN THE BRISTOL BAY RECORDING DISTRICT CURRENTLY FALL WITHIN THE STATE OF ALASKA RIGHT OF WAY OF MAIN STREET AS SHOWN ON SHEET 5 OF THE DILLINGHAM STREETS DOWNTOWN REHABILITATION PROJECT NO. 0001335A/Z571800000 AND ARE NOT DEPICTED ON THIS MAP:
RIGHT OF WAY ELECTRIC EASEMENT RECORDED MARCH 13, 1991 IN BK. 37, PG. 168
RIGHT OF WAY ELECTRIC EASEMENT RECORDED MARCH 13, 1991 IN BK. 37, PG. 172
RIGHT OF WAY ELECTRIC EASEMENT RECORDED MARCH 13, 1991 IN BK. 37, PG. 176
PUBLIC USE EASEMENT RECORDED SEPTEMBER 8, 2014 UNDER SERIAL NO. 2014-000469-0
PUBLIC USE EASEMENT RECORDED SEPTEMBER 8, 2014 UNDER SERIAL NO. 2014-000469-0
8. THIS PROPERTY IS SUBJECT TO THE FOLLOWING BLANKET EASEMENTS ALL RECORDED IN THE BRISTOL BAY RECORDING DISTRICT WHEREAS THE EXACT LOCATION IS NOT ASCERTAINABLE:
ELECTRIC RIGHT-OF-WAY EASEMENT RECORDED SEPTEMBER 7, 1796 IN BK. 20, PG. 791.
UTILITY EASEMENT RECORDED SEPTEMBER 4, 1979 IN BK. 22, PG. 323



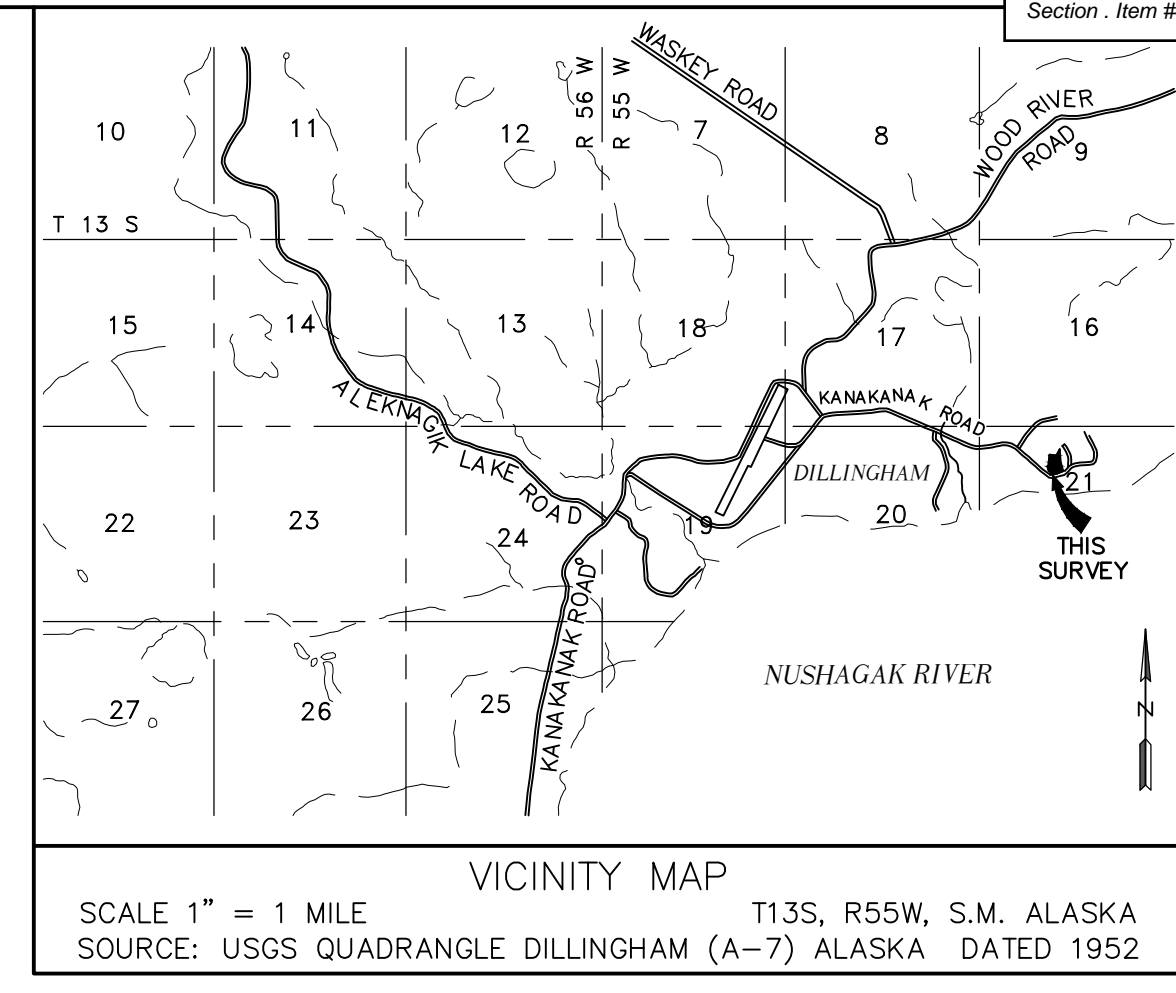
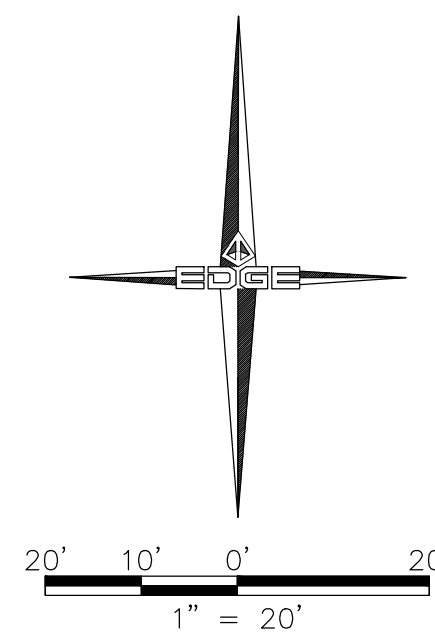
LEGEND

- FOUND ALUMINUM CAP
FOUND REBAR/SPIKE
SET 2" ALUMINUM CAP (TYPICAL)
MEASURED & HELD
COMPUTED
HELD RECORD ANGLE
HELD RECORD RADIUS
GRANT BOUNDARY ADJUSTMENT
BEARING-BEARING INTERSECTION
DEDICATED THIS PLAT
BRISTOL BAY RECORDING DISTRICT
SUBDIVISION BOUNDARY
INTERIOR LOT LINE
ADJACENT PROPERTY LINE
RIGHT-OF-WAY CENTERLINE
EASEMENT LINE

TYPICAL MONUMENT SET THIS SURVEY



SET 2" ALUMINUM CAP ON 5/8" X 30" REBAR FLUSH WITH GRADE



PLAT APPROVAL

THIS PLAT HAVING BEEN APPROVED BY THE DILLINGHAM PLANNING COMMISSION AS RECORDED IN THE OFFICIAL MINUTES OF THE MEETING OF \_\_\_, 2024 IS HEREBY ACKNOWLEDGED AND ACCEPTED AS THE OFFICIAL PLAT SUBJECT TO ANY AND ALL CONDITIONS AND REQUIREMENTS OF ORDINANCES AND LAW APPERTAINING THERETO.

PRESIDING OFFICER-PLANNING COMMISSION DATE

TAX CERTIFICATION

THIS SUBDIVISION LIES OUTSIDE OF ANY TAXING AUTHORITY, AT THE TIME OF FILING.

SURVEYOR CERTIFICATE

I, RYAN E. SORENSEN, HEREBY CERTIFY THAT I AM PROPERLY REGISTERED AND LICENSED TO PRACTICE LAND SURVEYING IN THE STATE OF ALASKA, THAT THIS PLAT REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, THAT THE MONUMENTS SHOWN HEREON ACTUALLY EXIST AS DESCRIBED, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE AS SHOWN.

PRELIMINARY FOR REVIEW ONLY
Ryan E. Sorensen, R.L.S. 3006-S
No. 13006-S



8000 KING STREET ANCHORAGE, AK 99518
Phone (907) 344-5990 Fax (907) 344-7794
AECUP1392 WWW.EDGESURVEY.NET

A PLAT PRELIMINARY OF BARRETT SUBDIVISION ADDITION NO. 1
A RESUBDIVISION OF LOT 10B AS SHOWN ON THE PORTION OF SURVEY FILED UNDER NUMBER PLAT 88-6RS, BEING A RECORD OF LOT 10A, BLOCK 19, DILLINGHAM TOWNSHIP, PLAT NO. 87-3; LOT 11, BLOCK 19, U.S. SURVEY 2732; AND LOTS 12A & 12C, BARRETT SUBDIVISION
LOCATED WITHIN NW1/4 SECTION 21, T12S, R55W, S.M. AK
BRISTOL BAY RECORDING DISTRICT, THIRD JUDICIAL DISTRICT
DILLINGHAM, ALASKA
CONTAINING 0.51 ACRES

Table with 3 columns: DRAWN BY: VLB, SURVEY DATE: 06/2023 & 10/2023, PROJECT #: 23-181; DATE: 7/29/2024; CHECKED BY: MA/RS, SCALE: 1"=20', SHEET 1 OF 1