



PLANNING COMMISSION

Wednesday, April 20, 2022 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

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/89182043707?pwd=MGFtbGdSRHBTSkQ1MW05RUUyTIV1dz09>

Meeting ID: 891 8204 3707 participant #, passcode: 573435

Or dial (346) 248-7799, or (669) 900-6833

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

- [1.](#) Minutes of March 16, 2022; Planning Commission Meeting

APPROVAL OF AGENDA

COMMUNICATIONS

Communications to the planning commission

Planner's report

- [2.](#) March Monthly Report

Planning Commissioner Resource Handbook

Citizen's comments on items not on the agenda

PUBLIC HEARINGS

UNFINISHED BUSINESS

- [3.](#) Adopt Resolution 2022-01; A Resolution of the Dillingham Planning Commission Approving the Preliminary Plat for Eagle Point Subdivision, A subdivision of the USS 6166, creating Lots 1 and 2

4. Adopt Resolution 2022-02; A Resolution of the Dillingham Planning Commission Recommending Placement of Donated Playground Equipment from BBNA onto USS 2732, Block 5

NEW BUSINESS

5. Elect Planning Commission Officers, DMC 2.68.040
Chairperson
Deputy Chair

COMMISSIONER COMMENTS

ADJOURNMENT



PLANNING COMMISSION
Wednesday, March 16, 2022 at 5:30 PM

MINUTES

CALL TO ORDER

A regular meeting of the Planning Commission was held on Wednesday March 16, 2022, at the Dillingham City Council Chambers and via video conferencing, in Dillingham, Alaska. Commissioner Westfall called the meeting to order at 5:33 p.m.

ROLL CALL

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

- Kaleb Westfall
- Gregg Marxmiller
- Susan Isaacs
- Elizabeth Clark

Commission members absent:

- Jason Lamson
- Bert Luckhurst
- Jessica Denslinger

APPROVAL OF MINUTES

Minutes of November 3, 2021, Planning Commission Meeting

MOTION: Commissioner Clark moved and Commissioner Isaacs seconded the motion to approve the November 3, 2021, regular Planning Commission minutes.

VOTING Yea: Commissioner Westfall, Commissioner Marxmiller, Commissioner Isaacs, Commissioner Clark

APPROVAL OF AGENDA

MOTION to approve the agenda made by Commissioner Isaacs, seconded by Commissioner Clark.

VOTING Yea: Commissioner Westfall, Commissioner Marxmiller, Commissioner Isaacs, Commissioner Clark

COMMUNICATIONS

Planner’s report

February 2022, Planner Report

New Planning Director Patty was thanked.

It was noted that Commissioner Lamson and Commissioner Denslinger both verbally resigned from their seats.

Citizen’s comments on items not on the agenda

No public input during this time.

PUBLIC HEARINGS

Eagle Point Subdivison Preliminary Plat

Letters were sent to adjacent land owners, and other affected agencies, no objections were received. Department of Transportation and Nushagak Cooperative responded with no objections for the Preliminary Plat.

Dagen Nelson reported on the following:

- Started process of land transfer years ago.
- Completed many survey's to accommodate changing policies by many entities
- Due to not being able to transfer the land into Dagen's name, he was unable to purchase homeowners insurance
- Requested the process of Subdivision Code be reevaluated

Russel Nelson spoke in support of land transfer to brother Dagen

Clarification was given how to update the Title 17, subdivision Code

UNFINISHED BUSINESS

Placement of BBNA donated playground equipment

Commissioner Clark disclosed that she is employed by BBNA, is a Commissioner, and though her employment is with BBNA, she is responsible for the Playground Equipment through her job duties, however does not have a personal conflict as no financial gain from this project. Commissioner Clark did want to have a process put into place for future donations and collaborative projects.

- It was verified that volunteers and workman's compensation insurance coverage is available for City employees and volunteers for installation of equipment for insurance purposes
- Utility locates have been completed, no utilities noted
- Option 2 would remove the volleyball court
- The current state of the volleyball court was noted as a gravel pad and no net.

MAIN MOTION Approve option 2 of the donation of the BBNA playground equipment, was made by Commissioner Clark, and seconded by Commissioner Isaacs.

MOTION to Amend made by Commissioner Clark, Option 2, which is located at the old airstrip location USS 2732, Block 5, Lot Remains, seconded by Commissioner Isaacs.

VOTING Amendment Yea: Commissioner Westfall, Commissioner Isaacs, Commissioner Clark

VOTING Amendment No: Commissioner Marxmiller

MAIN VOTING: Yea: Commissioner Westfall, Commissioner Isaacs, Commissioner Clark

MAIN VOTING No: Commissioner Marxmiller

NEW BUSINESS

Eagle Point Subdivision Preliminary Plat

MOTION: Commissioner Marxmiller moved to adopt and recommend the acceptance of the Eagle Point Subdivision preliminary plat, seconded by Commissioner Isaacs.

VOTING Yea: Commissioner Westfall, Commissioner Marxmiller, Commissioner Isaacs, Commissioner Clark

COMMISSIONER COMMENTS

Commissioner Isaacs: Thanked Russell and Dagen Nelson for coming to the meeting and is glad that the issue is being resolved. Thanked the Commission Members for being present and thanked staff for being here.

Commissioner Marxmiller: Thanked staff for getting the meeting together and welcomed new staff. Looking forward to doing business as a planning commission

Commissioner Clark: Welcomed new staff. Thanked Commission Members for moving forward on Playground placement.

Commissioner Westfall: Thanked Dagen Nelson and Russel Nelson for coming in and speaking. Thanked those that called in, new staff, and for Lori coming in to assist with the meeting.

ADJOURNMENT

Commissioner Westfall adjourned the meeting at 6:34 p.m.

Commissioner Kaleb Westfall

ATTEST:

Patty Buholm, Planning Director

Approval Date: _____



MEMORANDUM

DATE: March 30, 2022
TO: Robert Mawson, City Manager
FROM: Patty Buholm
SUBJECT: March Monthly Report

STAFF REPORT

Planning Commission

The last Planning Commission meeting was held on March 16, 2022. During this meeting the Eagle Point Subdivision was approved by the Planning Commission. Also approved was placement of the donated playground equipment, option B of the proposed placement of the equipment. Public comment was held on both items and no objection or concern was placed on either of the above items. The Resolutions for both items listed will be in the April 13, 2022 Planning Commission meeting to complete the Planning Commission process this far. The next Planning Commission meeting is scheduled for April 13, 2022 at 5:30pm. Currently we have 2 open seats on the Planning Commission Seat B and Seat F. The City of Dillingham would like to thank both Jessica Denslinger and Jason Lamson for their time and contributions to the Dillingham Planning Commission.

Permitting

- Land Use Permits: Currently we have 2 Land Use Permits that have been received and are being processed. This internal process is currently under review to streamline the process to become more efficient.
- Land Leases: Land Leases for the Harbor are under review. The review is also to streamline this process. Food Court area is also under review that had been started by previous City Manager Tod Larson with hopes to revive and update this process.
- Burial Permits: No burial permits have been issued, however the in-house process is being established.

Requests for Proposal (RFP/ITB)

- The Grant Writing RFP was set to close on March 18, 2022, however due to the weather, limited planes, and mail coming into Dillingham was extended by one week. Close date was then delayed to March 24, 2022 with a total of 2 proposals received. The City Manager will review the proposals and submit a recommendation (RFP-2022-01).
- The Aerated Lagoon Facility Improvements Project is currently open and scheduled to close on April 14, 2022 (ITB-2022-01).
- Furnish Petroleum Fuels FY23 is currently open and scheduled to close on April 15, 2022 at 3:00pm (RFP-2022-02).

Meetings

- On March 22, 2022 while in Anchorage on personal travel, I was able to meet with Pete Bellessa and Mike Leguineche from CRW Engineering Group for introductions. Discussions included CRW past work for the City of Dillingham as well as the current Aerated Lagoon Facility Improvement RFP they have compiled and is currently open and active as an RFP.
- I was unable to schedule or meet with Bristol Engineering, but did intend too as they have a long history with the City of Dillingham. Bristol Engineering has completed many projects for the City. In my next travels through Anchorage I will certainly make the time to meet with Isaac Pearson and the team at Bristol Engineering Services.

Projects:

- In communication with Isaac Pearson from Bristol Engineers, he stated that the Nerka Subdivision upgrades project with Curyung Tribal Council has been a continuous project. He has been working closely with the Tribal Council to get the project out to bid. Isaac will updating the City Manager (Robert Mawson), Acting Public Works Director (Jean Barrett), City Clerk (Lori Goodell), and myself on March 30, 2022 of the status of the project.

Training:

- In the February I had attended a 3 day Funding workshop hosted by BBNA and BBEDC on February 15, 16, and 17. The workshop consisted heavily on Community Planning, Grant Writing, and creating contacts within our region.
- On March 22 - 24, I was able to attend the 2022 Virtual Alaska Planning Conference and obtain CME's towards the Planning Certificate.

General Communications:

- I am in the process of updating the City of Dillingham land ownership list.
- I have been communicating with Alaska Map Company, Gary Greenburg, to understand the ArcGIS mapping system that is located on the City Website. This software is currently at the tail end of its life and will need to be replaced. Gary Greenburg is scheduling one-on-one training with me to be able to update the map myself, however am currently not at that level of sufficiency to complete those tasks.
- I will be working with our appraisal company to be able to identify property ownership, which will then be updated into our mapping software so it can be easily accessible by anyone using the map system on the City website. This is a large project and will more than likely take up to a year or longer to complete accurately while continuing to do daily responsibilities of this office.
- Alan Backford at the BBNA Land Management Office has been extremely helpful in providing on-line resources and has assisted in teaching me how to properly use them, so thank you Alan and BBNA Land Management.
- Also a thanks to Dagen Nelson, and John O'Conner at Southwest Alaska Surveying for taking the time to answer questions about particular plats, previous code history, and their historical observations of how subdivisions have changed over time with partnering agencies. Due to their valuable input and continuous availability for consultation of subdivisions within the City process, this process will be evaluated to streamline the process.



Planning Commission Meeting
Meeting Date: April 13, 2022

Agenda Item: 3

Information

TITLE

Resolution 2022-01; A Resolution of the Dillingham Planning Commission Approving the Preliminary Plat for Eagle Point Subdivision, A subdivision of U.S. Survey 6166, creating Lots 1 and 2.

RECOMMENDED ACTION

I move to adopt Resolution 2022-01, approving the Preliminary Plat for Eagle Point Subdivision, a subdivision of USS 6166, creating Lots 1 and 2.

SUMMARY OF ISSUE

Adopting this resolution will formalize the actions taken on March 16, 2022. This resolution will be forwarded to BBNA Land Management Department who will work directly with the Bureau of Indian Affairs (BIA) needed for this land transfer within Restricted Lands.

A RESOLUTION OF THE DILLINGHAM PLANNING COMMISSION

A Resolution of the Dillingham Planning Commission Approving the Preliminary Plat for Eagle Point Subdivision, A subdivision of the USS 6166, Creating Lots 1 and 2

WHEREAS, An application was completed and submitted to the Planning Department for approval of a preliminary plat by Russell Nelson with required documentation, and

WHEREAS, the preliminary plat submitted by Southwest Alaska Surveying was verified as correct on February 16, 2022, and

WHEREAS, No objections were submitted by adjacent land owners or other public entities, and

WHEREAS, Title 17, Subdivisions, of Dillingham Municipal Code has been correctly followed for preliminary plats,

THEREFORE, BE IT RESOLVED that the Dillingham Planning Commission approves the preliminary plat for Eagle Point Subdivision, a subdivision of USS 6166 creating lots 1 and 2.

APPROVED AND ADOPTED THIS 13th DAY OF MARCH, 2022.

Kaleb Westfall, Commissioner

Patty Buholm, Planning Director

17.07.010 Preliminary consultation.

Before submitting a preliminary plat, the subdivider shall meet with the planning director or his/her designee to discuss the general character, layout, and location of the proposed subdivision. (Ord. 90-03 § 1 (part), 1990.)

17.07.020 Information required for preliminary consultation.

To acquaint the subdivider with the platting procedures and requirements of the city and to insure that his subdivision is reviewed in the most efficient and timely manner, the subdivider shall furnish the following:

- A. A sketch drawn to an approximate scale of the proposed subdivision indicating street width and layout; approximate lot locations, sizes, and shapes; all easements and dedications; and other subdivision features;
- B. All land owned by the subdivider in contiguous ownership unless contiguous land has been previously subdivided;
- C. Existing buildings and their approximate setback from proposed lot lines;
- D. Natural features such as steep slopes, wetlands, rivers, etc.;
- E. Existing and proposed covenants and other land restrictions;
- F. Location of existing and proposed sewer, water and electrical facilities. (Ord. 90-03 § 1 (part), 1990.)

17.07.030 Land to be included in the plat.

All contiguous land owned by the subdivider and not previously subdivided shall be included with the subdivision and shown on the plat. (Ord. 90-03 § 1 (part), 1990.)

17.07.040 Preliminary plat procedure for standard and abbreviated plats.

- A. The subdivider shall submit twelve copies of the preliminary plat to the planning department at least fifteen working days before the next scheduled planning commission meeting, in order to insure sufficient time for giving the required public notice.
- B. The official filing date shall be the date on which all fees and material required by this code have been submitted to the city. The filing date shall be recorded on the application and stated on the resolution which will approve, conditionally approve or deny the subdivision.
- C. The planning director shall create and maintain an updated submittal checklist that includes the items that must be addressed by the subdivider before application submittal. The subdivider's submittal must include all items listed on the checklist at the time of submission to be considered a complete application. Any deficiencies in this checklist will result in an incomplete application for subdivision. (Ord. 90-03 § 1 (part), 1990; Ord. 99-16 § 1, 1999.)

17.07.050 Notification for standard and abbreviated plats.

- A. Notice of the hearing on a preliminary plat shall be mailed seven days prior to the hearing date to:
 - 1. Adjacent property owners as indicated by the most recent address on the property tax roll of the city's tax assessor's records. The failure of a property owner to receive notice shall not invalidate a decision reached at a public hearing if a good faith attempt was made to comply with the requirements of this code for notice;
 - 2. Owners of the subsurface estate of the proposed subdivision and adjacent properties;
 - 3. Local, state, or federal agencies or entities which service, regulate, or are determined by the planning director to be affected by the proposed subdivision. Agencies and entities may include but are not limited to Nushagak Electric and Telephone, city public works director, city fire department, Dillingham public schools, Department of Environmental Conservation, Alaska Department of Transportation, Alaska Department of Natural Resources, and U.S. Army Corps of Engineers;
 - 4. A list of property owners and agencies notified shall be kept in the file along with a notarized affidavit that notification letters were sent.

- B. Public notice shall be posted in five public places at least five days before the hearing date.
- C. The public notice shall contain the following information:
 - 1. Date, time, and location of the hearing;
 - 2. Subdivider's name;
 - 3. Number and approximate size of proposed subdivision lots;
 - 4. Descriptive location of the property to be subdivided;
 - 5. Legal description;
 - 6. Location where additional information may be examined;
 - 7. Public notice sent to affected agencies shall include a copy of the preliminary plat. (Ord. 90-03 § 1 (part), 1990.)

17.07.060 Approval of construction plans.

Following the approval of the preliminary plat and prior to the submittal of the final plat, the subdivider shall furnish to the planning commission the following data pertaining to utilities and improvements in the preliminary plat:

- A. Plan and profiles prepared by a registered, licensed engineer for all sewer and water distribution lines;
- B. Plan and profiles of drainage facilities, culverts, and roads;
- C. All such data shall be approved by the city and shall conform to all relevant ordinances, statutes, and regulations. (Ord. 90-03 § 1 (part), 1990.)

17.07.070 Standard and abbreviated preliminary plat—Approval, conditional approval, denial.

- A. The planning commission shall approve, conditionally approve, or deny the preliminary plat within sixty days of the official filing date or the preliminary plat is considered approved.
- B. The planning commission shall request that the subdivider consent to an extension of the sixty-day period if it is anticipated that no action will be taken within the sixty-day time frame and the planning commission has made a good faith attempt to review the plat.
- C. Approval of the preliminary plat shall entitle the subdivider to approval of the final plat if it conforms to the approved preliminary plat, complies with the conditions of approval placed on the subdivision by the planning commission, and complies with all other provisions of this title and all applicable statutes and regulations. (Ord. 90-03 § 1 (part), 1990.)

17.07.080 Exception to platting procedures.

- A. The preparation, submission for approval, and recording of a plat shall be waived on satisfactory evidence that the subdivision meets the requirements of abbreviated plats (as stated in Section 17.03.030) and creates lots which are five acres or larger.
- B. The application for a waiver shall include a verification of lot acreage and a sketch of the proposed subdivision drawn to a standard scale (one inch equals one hundred feet, two inches equals two hundred feet, etc.) showing the lots and their dimensions.
- C. On determination that the application meets the requirements for the exception, the planning director shall sign the waiver and file the application and waiver with the city clerk. (Ord. 90-03 § 1 (part), 1990.)

17.07.090 Exceptions to road standards.

- A. Authority and Limitations. The planning commission may authorize exceptions to the road standards of this title in a subdivision:

1. Which consists of four lots or less; and
 2. Which has never before been granted an exception to the road standards of this title; and
 3. If the findings of fact required in subsection C of this section can be made.
- B. Procedure. The request for the exception shall be given public notice as required by Section 17.07.050.
- C. Required Findings of Fact.
1. That the granting of the exception will not be detrimental to the public welfare or injurious to other property in the area.
 2. That the roadway does not now nor in the foreseeable future provide the only or the most practical access to the development of adjacent properties.
 3. That the roadway to be constructed is of such a length that strict application of the road standards of this title will result in undue and substantial hardship to the applicant.
- D. Subsequent Subdivision of Property Prohibited. No subsequent subdivision of lots or tracts included in the original subdivision granted an exception to road standards shall be permitted unless the road granted the exception is constructed to conform to the standards required by this title.
- E. Attachment of Conditions to Subdivision Approval Required. No subdivision granted an exception to road standards shall be given final approval until a note is written on the face of the plat and deed restrictions are attached to the deed for subdivided lots indicating:
1. That the road granted the exception does not conform to the road standards of this title; and
 2. That the city, while accepting the dedication of the right-of-way, does not accept responsibility for road improvement or maintenance. (Ord. 90-03 § 1 (part), 1990; Ord. 14-08 §§ 4, 5, 2014.)

17.07.100 Preliminary plat standards.

- A. The preliminary plat shall be drawn with waterproof nonfading black ink or legibly drawn with pencil on a good quality reproducible medium at a scale of one inch equals one hundred feet or at a scale of one inch equals fifty feet if the lots are ten thousand square feet or less in size, unless a request for the use of another scale is approved by the director.
- B. The preliminary plat shall include:
1. Date, standard engineering scale, and north point;
 2. The length and bearing of the exterior boundaries of the subdivision and total site acreage;
 3. Approximate dimensions and areas of all lots;
 4. Lot and block numbers;
 5. Location of subdivision by reference to survey and lot number or section corner, township, and range;
 6. Proposed subdivision name which shall not be so similar to any plat previously recorded in the area as to cause confusion;
 7. Name, address, and phone number of the owner, subdivider and the person preparing the plat;
 8. Location and names of adjacent subdivisions and owners of adjoining parcels of land;
 9. Names of subsurface land owners of the proposed subdivision and of adjoining parcels of land;

10. Land use on and adjacent to the subdivision;
11. Location, widths and names of all existing and proposed streets, alleys, easements, public ways, utility rights-of-way, parks, cemeteries, watercourses, drainage ditches, bridges, and other pertinent data required by the planning commission. If the subdivision borders a lake or stream, the distance and bearing on a meander line established not less than twenty feet back from the ordinary high water mark of the lake or stream shall be indicated;
12. Location of existing and proposed improvements within the proposed subdivision such as sewer and water facilities, power poles, telephone pedestals, drainage systems, streets, fire hydrants, etc.;
13. Location of existing buildings and their setbacks from proposed lot lines;
14. Direction and distance to nearest water and sewer mains;
15. Approximate grades of proposed streets, alleys, etc.;
16. Approximate radii of all curves and lengths of tangents;
17. Contours at two-foot vertical intervals or at more frequent intervals if required by the planning commission for land of unusual terrain characteristics. Contours at five-foot intervals shall be permitted on undisturbed ground for created lots over five acres. All pertinent elevations shall be shown;
18. If the subdivision is within one mile of a true mean sea level bench mark, one true elevation with contours tied to the true elevation shall be indicated. If the subdivision lies farther than a mile from a true mean sea level bench mark, an assumed vertical datum point elevation may be used. The assumed datum point shall be clearly noted on the plats as an assumed and not true datum point;
19. Vicinity map relating the subdivision to its general location;
20. Adjacent parcel right-of-way (public or private) deemed necessary to the public interest defined as preplanned access roads, docks, airports, or any necessary public infrastructure approved by the city of Dillingham. (Ord. 09-07 § 2, 2009; Ord. 14-08 §§ 6—8, 2014.)



Planning Commission Meeting
Meeting Date: April 13, 2022

Agenda Item: 4

Information

TITLE

Adopt Resolution 2022-02; A Resolution of the Dillingham Planning Commission Recommending Placement of Donated Playground Equipment from BBNA onto USS 2732, Block 5, Lot Remains

RECOMMENDED ACTION

I would like to make a motion to accept Resolution 2022-02, Recommending Placement of Donated Playground Equipment from BBNA onto USS 2732, Block 5, Lot Remains

SUMMARY OF ISSUE

This action will adopt Resolution 2022-02, as it will have satisfied the public comment request by the Dillingham City Council's Resolution 2021-37.

A RESOLUTION OF THE DILLINGHAM PLANNING COMMISSION

**Adopt Resolution 2022-02; A Resolution of the Dillingham Planning Commission
Recommending Placement of Donated Playground Equipment from BBNA onto
USS 2732, Block 5, Lot Remains**

WHEREAS, Resolution 2021-09 of the Dillingham Planning Commission recognized the Donation of Playground Equipment and Installation was accepted at the Planning Commission meeting on November 3, 2021; and

WHEREAS, Resolution 2021-37 of the Dillingham City Council recommended additional public meetings be held in accordance of the public process was satisfied by an open, public meeting held on March 16, 2021 with no objection or alternate locations given or considered; and

WHEREAS, the Planning Commission voted for Option 2 to remove the current Volleyball Court to allow for a larger areas to accommodate for public gatherings, allow for spacious installing of the equipment, and to allow for movable tents, tables, and chairs in this space to accommodate a larger range of functions in the future, and

WHEREAS, No objection was noted to placement of the equipment at the old airstrip location (USS 2732, Block 5) was deemed acceptable by majority rules vote, to placement of the playground equipment on the existing location of playground,

THEREFORE, BE IT RESOLVED that the Dillingham Planning Commission does recommend the placement and installation of the Donated Playground Equipment at this location, USS 2732, Block 5.

APPROVED AND ADOPTED THIS 13th DAY OF MARCH, 2022.

Kaleb Westfall, Chair

Patty Buholm, Planning Director

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2021-37

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL SUPPORTING THE BBNA DONATION OF PLAYGROUND EQUIPMENT

WHEREAS, BBNA receives Child Care and Development Fund (CCDF) funding to provide child care assistance and to increase the quality of existing programs; and

WHEREAS, BBNA wishes to partner with the City of Dillingham to build playgrounds that would be accessible to home child care providers; and

WHEREAS, Dillingham has a lack of available child care providers, which impacts the ability to attract and retain employees with families to the community; and

WHEREAS, new playground equipment would help encourage more home child care providers, improve the quality of exiting home child care provider programs, and support economic development in the community; and

WHEREAS, new playground equipment would have positive impacts to the mental health of our community members through improved opportunities for recreation and social interaction; and


WHEREAS, the Planning Commission has reviewed BBNA's proposal for playground equipment donation and recommends acceptance of the donation.

NOW, THEREFORE, BE IT RESOLVED the Dillingham City Council hereby accepts the donation of playground equipment from BBNA.

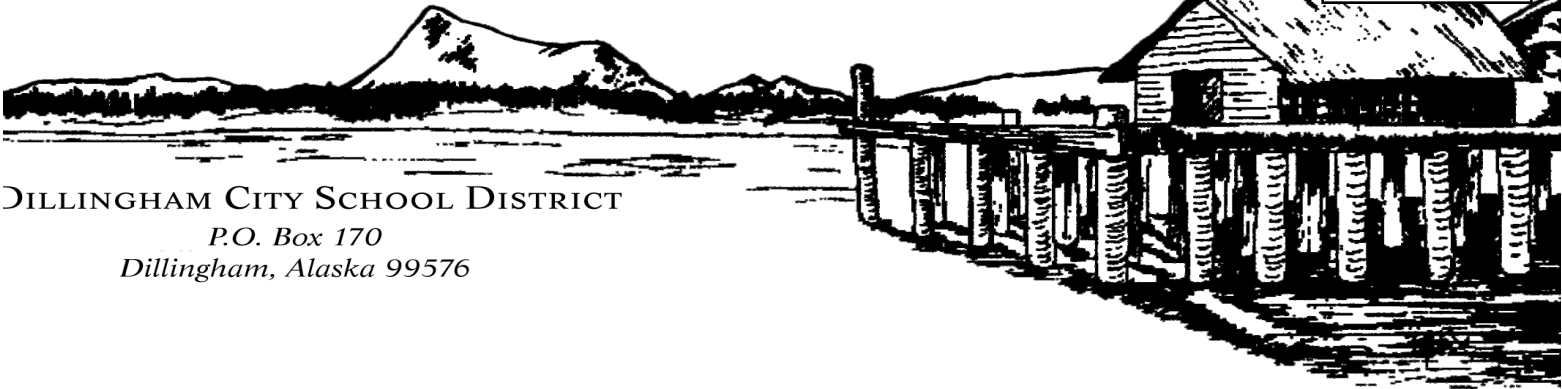
BE IT FURTHER RESOLVED that public meetings will be held in conjunction with land use and installation of the playground equipment. Planning for future additions or development in the area of playground equipment shall involve a community public process including the Dillingham Planning Commission.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on December 16, 2021.


Alice Ruby, Mayor

ATTEST:

Lori Goodell, City Clerk

[SEAL]



DILLINGHAM CITY SCHOOL DISTRICT
P.O. Box 170
Dillingham, Alaska 99576

Letter of Support – BBNA Park Renovation Project (Phase One)
11.29.21

Dear City of Dillingham,

On November 22, 2021, the DCSD Board of Education voted to draft a letter in support of a segment of the Bristol Bay Native Association’s Park Renovation Project.

Through the discussion, the board determined the following:

- (1) To provide full and documented support of BBNA’s proposal for phase one of the initial project
- (2) To not allocate any specific funding in the district’s budget to allocate for the project
- (3) To promote the benefits of the project for area youth
- (4) To advocate for the over-all added value this creates for the community
- (5) To capitalize on this one-time funding measure

In closing, please view this letter of support as a vote of confidence from the district.

Sincerely,
Jason R. Johnson

Jason R. Johnson, Ed.D.
Superintendent

**RESOLUTION 2021-09
A RESOLUTION OF THE DILLINGHAM PLANNING COMMISSION**

**A Resolution of the Dillingham Planning Commission Supporting the
BBNA Donation of Playground Equipment and Installation**

WHEREAS, BBNA receives Child Care and Development Fund (CCDF) funding to provide child care assistance and to increase the quality of existing programs; and

WHEREAS, BBNA wishes to partner with the City of Dillingham to build playgrounds that would be accessible to home child care providers; and

WHEREAS, the current playground equipment located at the old airstrip location (USS 2732, Block 5, Lot Remains) is beyond its useful life and is in need of significant repair or complete replacement; and

WHEREAS, Dillingham has a lack of available child care providers, which impacts the ability to attract and retain employees with families to our community; and

WHEREAS, replacing the current playground equipment with new equipment would help encourage more home child care providers, improve the quality of existing home child care provider programs, and support economic development in the community; and

WHEREAS, new playground equipment would have positive impacts to the mental health of our community members through improved opportunities for recreation and social interaction; and

WHEREAS, the Planning Commission finds the acceptance of this donation of playground equipment and installation is consistent with the existing land use of this parcel for recreation; and

WHEREAS, BBNA has engaged the community in outreach to solicit feedback from residents and organizations in the preparation of their proposal to the City; and

WHEREAS, the Planning Commission has invited public comment on the BBNA proposal to donate the playground equipment and installation; and

THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Dillingham, Alaska, recommends the approval of the BBNA donation of playground equipment and installation by the Dillingham City Council.

ADOPTED by the Dillingham Planning Commission on this 3rd day of November, 2021.



Kaleb Westfall, Chair



Cynthia Rogers, Planning Director

**RESOLUTION 2021-09
A RESOLUTION OF THE DILLINGHAM PLANNING COMMISSION**

**A Resolution of the Dillingham Planning Commission Supporting the
BBNA Donation of Playground Equipment and Installation**

WHEREAS, BBNA receives Child Care and Development Fund (CCDF) funding to provide child care assistance and to increase the quality of existing programs; and

WHEREAS, BBNA wishes to partner with the City of Dillingham to build playgrounds that would be accessible to home child care providers; and

WHEREAS, the current playground equipment located at the old airstrip location (USS 2732, Block 5, Lot Remains) is beyond its useful life and is in need of significant repair or complete replacement; and

WHEREAS, Dillingham has a lack of available child care providers, which impacts the ability to attract and retain employees with families to our community; and

WHEREAS, replacing the current playground equipment with new equipment would help encourage more home child care providers, improve the quality of existing home child care provider programs, and support economic development in the community; and

WHEREAS, new playground equipment would have positive impacts to the mental health of our community members through improved opportunities for recreation and social interaction; and

WHEREAS, the Planning Commission finds the acceptance of this donation of playground equipment and installation is consistent with the existing land use of this parcel for recreation; and

WHEREAS, BBNA has engaged the community in outreach to solicit feedback from residents and organizations in the preparation of their proposal to the City; and

WHEREAS, the Planning Commission has invited public comment on the BBNA proposal to donate the playground equipment and installation; and

THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Dillingham, Alaska, recommends the approval of the BBNA donation of playground equipment and installation by the Dillingham City Council.

ADOPTED by the Dillingham Planning Commission on this 3rd day of November, 2021.



Kaleb Westfall, Chair



Cynthia Rogers, Planning Director

2.68.010 Membership.

The voting members of the planning commission shall be seven citizens who are residents of the city. (Ord. 26 § 3 (part), 1973; Ord. 86-8 § 1, 1986; Ord. 92-20 § 1 (part), 1992.)

2.68.020 Appointment.

Members shall be appointed by the mayor and confirmed by the council (AS 29.20.320). Appointments to fill vacancies shall be for the unexpired term only. (Ord. 26 § 3 (part), 1973; Ord. 86-8 § 1, 1986; Ord. 92-20 § 1 (part), 1992.)

2.68.030 Term.

Members shall be appointed for a term of three years; except, of those first appointed, three shall be appointed for three years, two for two years, and two for one year. Such members first appointed shall draw lots for the foregoing terms. (Ord. 26 § 3 (part), 1973; Ord. 86-8 § 1, 1986; Ord. 92-20 § 1 (part), 1992.)

2.68.040 Officers.

The planning commission shall annually, in January, designate a member as its chairperson and a deputy chair. The deputy chair shall act in the absence of the chairperson or in the inability of the chairperson to act. (Ord. 26 § 3 (part), 1973; Ord. 86-8 § 1, 1986; Ord. 92-20 § 1 (part), 1992; Ord. 10-13 § 1, 2010.)

2.68.050 Vacancies—Attendance records.

A. A vacancy shall be declared, and filled as provided in Section 2.68.020 when a member:

1. Fails to qualify and take his/her office within thirty days after his/her confirmation by the council;
2. Departs from the city with the intent to remain away for a period of ninety or more days or is physically absent from the area he/she was appointed to represent for a period of ninety or more days;
3. Submits his/her resignation and the resignation is accepted by the mayor;
4. Is physically or mentally unable to attend commission meetings for a period of more than ninety days;
5. Misses three or more consecutive regular meetings, unless excused by the commission; or
6. Is convicted of a felony or of an offense involving a violation of his/her oath of office.

B. The clerk of the planning commission shall keep attendance records and notify the mayor when vacancies occur. (Ord. 26 § 3 (part), 1973; Ord. 86-8 § 1, 1986; Ord. 92-20 § 1 (part), 1992.)