## SELDOVIA PLANNING COMMISSION

Wednesday
March 1, 2017



**REGULAR MEETING** 

**7:00pm** MULTI-PURPOSE ROOM

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#### AGENDA FOR THE SELDOVIA PLANNING COMMISSION REGULAR MEETING MULTI-PURPOSE ROOM

Wednesday March 1, 2017 7:00PM

STONE CAMPBELL SENSENIG BATES CARLUCCIO

- A. Call to order;
- B. Roll Call;
- C. Approval of the Agenda;
- D. Approval of Minutes from February 1, 2017;
- E. Public Comments Regarding Items Not on the Agenda;
- F. Public Hearings, Prior Notice;
- G. Consideration of Site Plans:
  - 1. <u>Preliminary Plat Proposal for HEA Parcel, Lot 3 Block 20 Seldovia Townsite and Lot 1 Block 8 Frank Raby Subdivision</u>
    - A. Presentation by Staff or Commission
    - B. Public Presentation or Hearing
    - C. Commission Discussion
    - D. Action/Disposition
- H. Commission Business:
  - 1. Continuation of Discussion on Priority of ROW Issues Within the City
- I. Staff Reports:
- J. Informational Items Not Requiring Action:
- K. Comments of the Public:
- L. Comments of the Commission:
- M. Next Meeting: Regular scheduled meeting, April 5, 2017
- N. Adjournment:

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### MINUTES FROM THE SELDOVIA PLANNING COMMISSION REGULAR MEETING MULTI-PURPOSE ROOM

Wednesday
February 1, 2017
7:00PM

CAMPBELL SENSENIG BATES CARLUCCIO STONE

- A. Call to order; MEETING CALLED TO ORDER BY CHAIR CARLUCCIO AT 7:05PM
- B. Roll Call; All Present
- C. Approval of the Agenda; SENSENIG/CAMBELL MOVED TO APPROVE THE AGENDA SENSENIG/CAMPBELL MOVE TO AMEND THE AGENDA ADDING C1. ELECTION OF OFFICERS

NO OBJECTION/ MOTION PASSED
SENSENIG/CAMPBELL MOVED TO APPROVE THE AGENDA AS AMENDED
NO OBJECTION/ MOTION PASSED

- 1. Election of Officers
  - a. CHAIR CARLUCCIO CALLED FOR NOMINATIONS FOR CHAIR SENSENIG/STONE MOVED TO NOMINATE JEREMIAH CAMPBELL AS CHAIR CHAIR CARLUCCIO CALLED FOR FURTHER NOMINATIONS HEARING NONE/ NOMINATIONS WERE CLOSED FOR CHAIR
  - b. CHAIR CARLUCCIO CALLED FOR NOMINATIONS FOR VICE CHAIR STONE/CAMPBELL MOVED TO NOMINATE RUTH SENSENIG AS VICE CHAIR CHAIR CARLUCCIO CALLED FOR FURTHER NOMINATIONS HEARING NONE/ NOMINATIONS WERE CLOSED FOR VICE CHAIR NO OBJECTIONS WERE MADE FOR THE NOMINEES/ MOTIONS PASSED

#### CHAIR CARLUCCIO PASSED THE GAVEL TO NEW CHAIR CAMPBELL

- D. Approval of Minutes from December 7, 2016; SENSENIG/CARLUCCIO MOVED TO APPROVE THE MINUTES FROM DECEMBER 7, 2016 NO OBJECTION/ MOTION PASSED
- E. Public Comments Regarding Items Not on the Agenda; Hearing none
- F. Public Hearings, Prior Notice; None
- G. Consideration of Site Plans;
  - 1. Conditional Use Permit Application for Seldovia Wild Seafoods Lot 10 Block 5 Parcel # 192-026-01
    - A. Presentation by Staff or Commission

CLERK/STANISH- Informed the commission notice of public hearing was sent to all landowners 300ft from the proposed permit property and no responses were submitted. Seafood processing was reciently added as a conditional use to the Commercial Marine District per Ord. 17-13.

B. Public Presentation or Hearing:

Hearing None

C. Commission Discussion:

Commission discussed the layout of the proposed site plan.

SENSENIG- This has been in the works for some time. She has no issue with it and is in favor of

approval of the Conditional Use Permit.

CARLUCCIO- Spoke in favor and is happy to see the building put to use. She wanted clarified that the Conditional Use would be granted to Seldovia Wild Seafoods not the owner of record, SNA? CLERK/STANISH- She has explained that to Brendon and had him initial that the application is in his name. It is not transferrable if and when SWS ceases business.

CAMPBELL- Spoke in favor of approval yet would like to add conditions. Some of his concern is with potencial waste or processing of raw fish.

CM/LARSON- Explained the process for DEC regulations for the plant isn't far from human consumption requirements for food grade products.

CAMPBELL- His concern is, as the business grows, there needs to be a process for review. He would like to consider conditions such as; when they begin raw fish processing, the conditional use needs to be revisited.

The commission had some questions on raw fish processing which needed clarification.

CHAIR CAMPBELL CALLED FOR A THREE MINUTE RECESS AT 7:15PM CHAIR CAMPBELL CALLED THE MEETING BACK TO ORDER AT 7:20PM

CARLUCCIO/BATES MOVED TO TABLE ITEM G1.

D. Action/Disposition

NO OBJECTION/ MOTION PASSED

#### H. Commission Business:

#### 1. Continuation of Discussion on Priority of ROW Issues Within the City

CLERK/STANISH- Explained some history of the Cedar St. issue which was reciently discovered from locating the Preliminary Plat Proposal by Ability Survey from 1998. The City hired Ability to conduct the survey, and then could not get full consent from the effected neighbors. It seems, at this point, finding an agreeable solution was not attainable and the movement to come to a solution ceased. Commission discussion focues on the need to further research a solution to this street. The preliminary plat is complete and now that some of the landowners have changed, perhaps the proposal would have a different outcome. She asked for direction from P&Z on what to do next.

CARLUCCIO- We should notify the property owners we have this plat and see if we can move forward. Discussion was held on the proposed width of the road and how that is handled at the Borough. There would have to be an exception noted on the plat which is accompanied with the recommendation from the City of Seldovia of acceptance of the plat.

CAMPBELL- We need to hear from the landowners.

CONSENSUS OF THE COMMISSION TO DIRECT THE CLERK TO SEND THIS PRILIMINARY PLAT TO THE LOCAL LAND OWNERS TO GET THEIR COMMENTS ON HOW THEY WOULD LIKE TO MOVE FORWARD AND BRING THE INFORMATION BACK TO THE NEXT MEETING

CARLUCCIO/STONE MOVED TO TAKE ITEM G1 OFF THE TABLE NO OBJECTION/ MOTION PASSED

G. 1. Conditional Use Permit Application for Seldovia Wild Seafoods Lot 10 Block 5 Parcel # 192-026-01 CAMPBELL- We are in review of the permit for the business. There are no objections at this time, but we'd like to address the potential of the growth of the business.

BRENDON BIERI- Gave a brief overview of the business plan. The finished product leaves very little food waste. Currently they are not using raw whole fish. A typical batch is around 400# of fish which is headed, gutted, and comes to them as chuncked fillets and pieces. They go straight from freezer, to slack and cook. They have had an emergency once where they had to buy 1,500# of whole, frozen fish which they had to fillet and toss the carcasses. That was only once in the three years they processed at the previous plant to fill an order. All the chemicals they use are food grade and will not hurt the sewer system. Water waste will be from general cleanup. They would like to eventually process whole, local fish, but that won't be for a few years.

CAMPBELL- Would like to propose the following conditions to accompany the conditional use permit.

- 1) Seldovia Wild Seafoods shall immediately give notice to the City of Seldovia if you process whole fish in excess of 500# per incident.
- 2) If Seldovia Wild Seafoods begins processing whole fish in excess of 10,000# per year, it is necessary to apply for an additional Conditional Use Permit.

CARLUCCIO/BATES MOVED TO APPROVE THE CONDITIONAL USE PERMIT FOR SELDOVIA WILD SEAFOODS LOT 10 BLOCK 5 PARCEL # 192-026-01 WITH THE CONDITIONS STIPULATED NO OBJECTION/ MOTION PASSED

2. Ordinance Consideration for Non-Conforming Structures Prior to Specific Date to be Allowed as Non-conforming for the Life of the Structure.

CLERK/STANISH- This was brought to the commission by Watler McInnes to add a "grandfathering" of non-comforming structures. We do have a non-comforming code but it doesn't have a date to start the requirements. In the laydown you'll find Ordinance 98-07 which established the local zoning codes.

CAMPBELL- When you have property which has changed hands, you're going to make them accountable to comply with the code?

STANISH- No. We have the variance process to deal with those issues. If you or the new property owner didn't create the non-conforming issue, you can apply for a variance. This start date is for existing non-conforming structures which were created by the owner of the non-conforming structure. When these issues come to the City office, we need to have a date of when we require the code to be inforced. If not, what is the City's recourse? We need to be clear on a date and be able to present the options to deal with the non-comformity.

CARLUCCIO/SENSENIG MOVED TO RECOMMEND TO THE CITY COUNCIL THE DATE OF ORDINANCE 98-07 (ADOPTED ON 5/27/2017) BE INSERTED INTO 18.84.010. NO OBJECTION/ MOTION PASSED

#### I. Staff Reports:

1. City Manager's Update on Annexation Working Group

The group has identified the boarder we are looking at which is to square off around Mr.Smith and Mr. Hopkin's properties. There are four landowners in the area who would need to consent to the annexation. If all four sign, we can go with unanimous consent and it does not need to go to the legislature. Mr. Smith has been charged with contacting all the effected landowners for comment. If they agree, we will start the petition process.

- J. Informational Items Not Requiring Action: None
- K. Comments of the Public:

MAYOR LENT- Mentioned he is glad there is now enforcement to back up P&Z.

L. Comments of the Commission:

BATES- Thanked Paulie Carluccio for chairing in the past.

SENSENIG- Agreed with Rick and thanked Lisa for her work.

CARLUCCIO- It is good to turn over the gavel.

CAMPBELL- Thanked Paulie for her many years of service. She has also been a great Borough resource.

- M. Next Meeting: Regular scheduled meeting, March 1, 2017
- N. Adjournment:

CARLUCCIO/BATES MOVED TO ADJOURN AT 9PM NO OBJECTION/ MOTION PASSED

I certify the above represents accurate minutes of City of Seldovia Planning and Zoning Commission meeting of February 1, 2017

Lisa Stanish, City Clerk	etil.	ii "	
Approved by Commission	5 11 -	ш	



Tod Larson City Manager - City of Seldovia PO Box B Seldovia, AK 99663

Date Received

Subject: Seldovia Townsite - HEA Addition

Mr. Tod Larson,

I would like to submit a preliminary subdivision plat of Seldovia Townsite HEA Addition to the City of Seldovia for review and approval. The replat will combine two parcels, Lot 3 Block 20 Seldovia Townsite and Lot 1 Block 8 Frank Raby Subdivision into one parcel. The plat will also include right of way dedication as well as right of way vacation. Both parcels are owned by Homer Electric Association (HEA).

The goal of this project is to combine the two HEA parcels into one lot. This will allow all the improvements to be on one lot and will be beneficial for HEA with any future improvements that may be made to the property.

During the process of drawing the parcel boundaries is became apparent that the existing roadway crosses private property and some of HEA's improvements are within the right of way (ROW). To remedy this situation the subdivision plat will dedicate right of way where the existing roadway is located. The plat will also vacate a portion of ROW so that the improvements are within the parcel boundaries.

HEA provided me with a site survey that shows the improvements on the property as well as the traveled roadway. I have used this drawing to prepare the preliminary plat. After we have obtain preliminary approval by the City and Borough we will conduct a field survey. The field survey will locate survey markers, improvements and the roadway. We will then finalize the boundary so that the fence, building and transformer are within the parcel and the roadway is within the right of way. New survey markers will be set on the parcel boundary. The final plat will have different boundary dimensions then what I am showing on the preliminary plat.

Because this plat is granting ROW and utility easements, the City of Seldovia will need to review and sign the final plat before it can be recorded.

I believe that this parcel is served by City water and sewer utilities. If not please let me know,

I am including a full size preliminary plat, a reduced size preliminary plat and a color drawing showing the HEA site plat overlaid onto the subdivision plat.

Should you have any questions, or wish to discuss the project in further detail, please feel free to call me. Thank you for your efforts on this project.

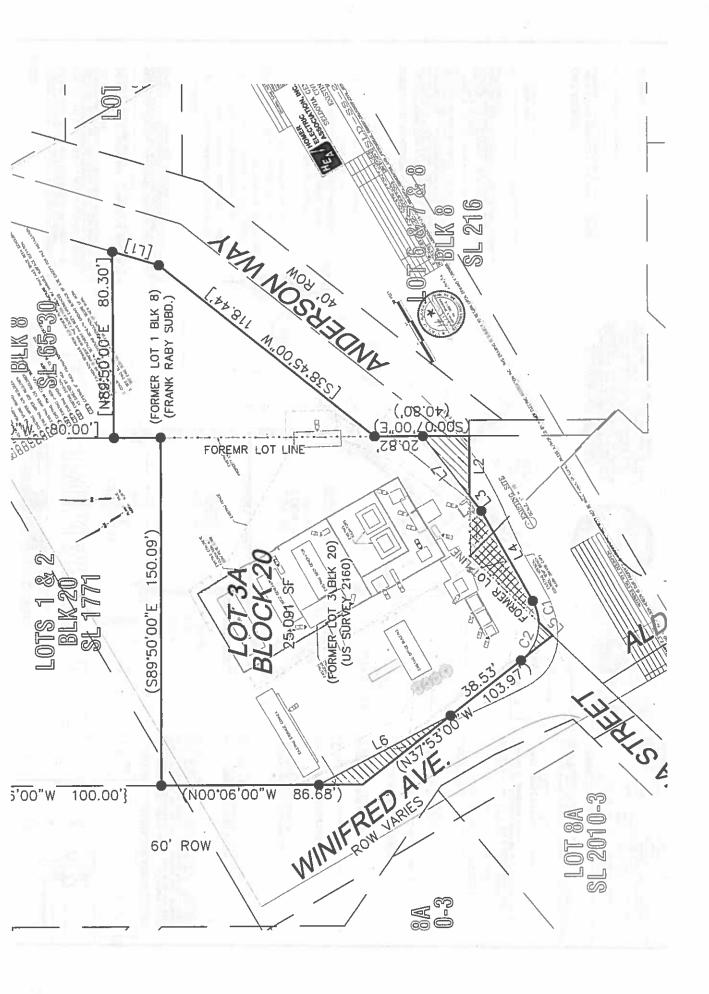
Sincerely,

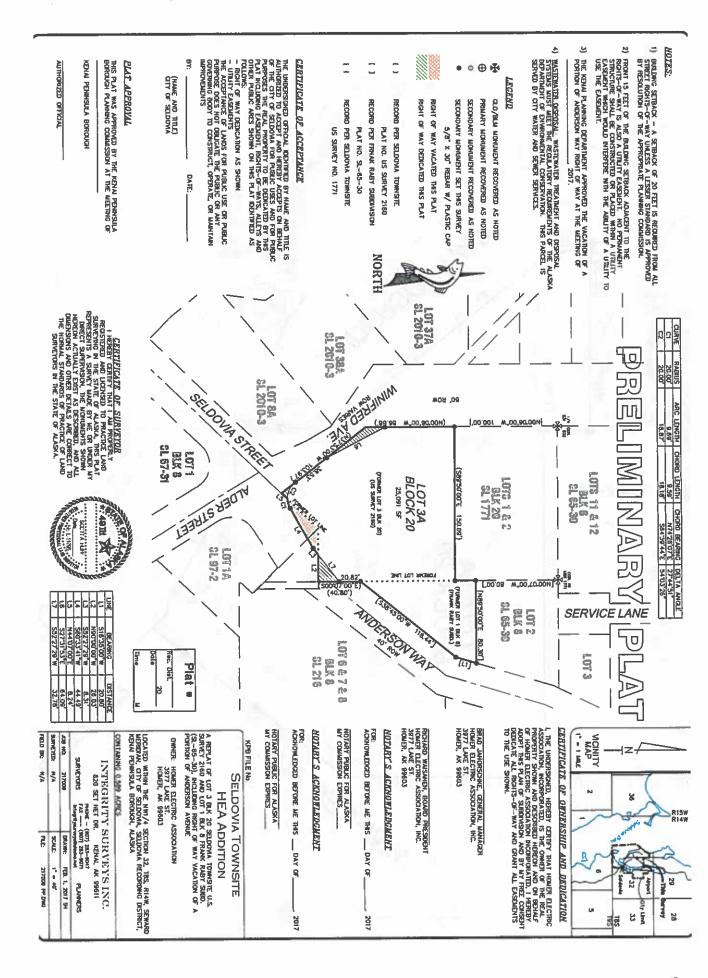
Scott Huff, RLS Integrity Surveys

Attachments

Preliminary plat – (1 full size and 1 reduced copy) Drawing with HEA's site plan









### City of Seldovia

P.O. Drawer B, Seldovia, Alaska 99663 Phone: (907) 234-7643, Fax: (907) 234-7430 Email: cityclerk@cityofseldovia.com

Greetings Landowners,

Feb. 16, 2107

You are receiving this letter because you are the owner on record of property in Seldovia, AK along the unplatted Cedar St. The Seldovia Planning and Zoning Commission would like to open conversations on the possibility of platting this roadway.

Back in 1998, the City Council approved to have Ability Surveys put together a preliminary survey to plat the extension of Cedar St. I have enclosed that preliminary plat for reference.

Resolving this long standing issue is in the best interest of all involved. As it stands now, there is no legal access to lots 9A and 10A and little access for lot 8A. The City has been maintaining the existing ROW in trespass. Lot 3A has been sizably reduced by the encroachment of the ROW. Using this preliminary plat would reestablish lot lines to the actual size thus lowering your property taxes. Lastly, platted access would provide the resale of those lots without confusion of access problems.

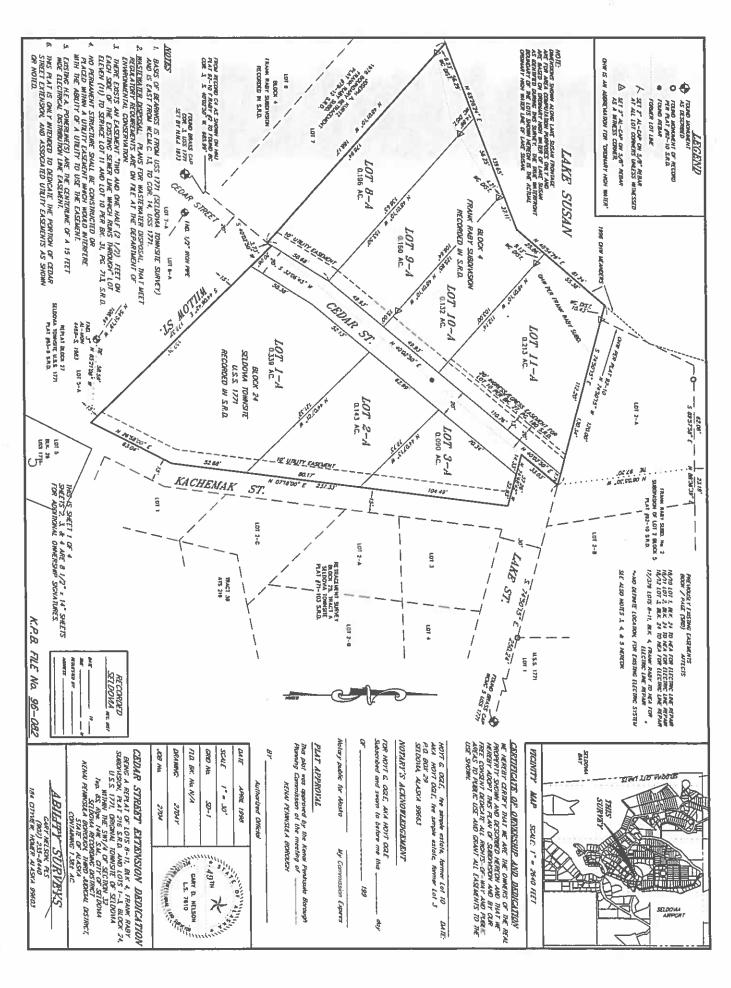
The preliminary plat provided is not a final, ready to submit document. The Commission hopes to open conversations with the landowners to come to a consensus where all parties agree on how to solve this encroachment issue.

The Planning and Zoning Commission requires comment from all affected land owners to proceed with a solution. There will be a public hearing on this matter with the Commission on April 5, 2017 at 7:00 pm in Council Chambers in Seldovia. If you are unable to attend, you may provide your comment via mail at City of Seldovia, Po Drawer B, Seldovia, AK 99663 or by email at <a href="mailto:cityclerk@cityofseldovia.com">cityclerk@cityofseldovia.com</a>.

Please feel free to contact me at the above email or by phone at 234-7643 if you need further information.

Thank you,

Lisa Stanish City Clerk, City of Seldovia Sent to:
Walt Sonen, Seldovia
Paul Chissus Sr., Seldovia
Heidi Int-Hout, Kailua Kona, HI
Renata Baranowski, Anchorage
Larry Beller, Soldotna



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