

# FNSB PLATTING BOARD

## MINUTES

August 16, 2017

A regular meeting of the Fairbanks North Star Borough Platting Board was held in the Assembly Chambers, 907 Terminal Street, Fairbanks, Alaska. The meeting was called to order at 6:00 by Randy Pitney, Chair.

The following Board members were in attendance: Peter Flint, Troy Hicks, Pammella Zierfuss-Hubbard, Randy Pitney, and Clint Meyer.

Also present were: Noah Klein, Asst. Borough Attorney; Christine Nelson, Director, Department of Community Planning; Daniel Welch, Platting Officer; George Stefan, Platting Officer; Angela Parker, Platting Officer; Ann Worhatch, Public Works Engineer; and Laura McLean, Recording Clerk.

**CITIZENS' COMMENTS** (On items not scheduled for public hearing, including consent agenda items)

### \*APPROVAL OF AGENDA AND CONSENT AGENDA

The agenda and consent agenda for this meeting, including the minutes of the July 19, 2017 Platting Board meeting.

*A motion was made by **Zierfuss-Hubbard**, seconded by **Meyer**, to remove the minutes of July 19, 2017 from the Consent Agenda All were in favor. There was no opposition.*

### APPROVAL OF THE MINUTES (July 19, 2017)

**Hicks** commented that he found an amendment to the minutes on page 7. The minutes should read: "Hicks commented that he will be voting in opposition of the motion. He stated that dedicating the existing right-of-way is *NOT* the same thing as designing new roads.

The Platting Board concurred with Hicks. All were in favor. There was no opposition. The Minutes will be amended as discussed.

### CHAIR'S COMMENTS

### COMMUNICATIONS TO THE BOARD

**Pitney** communicated that Items #3 and #4 will not have a quorum. Those items will not be heard tonight.

### ADMINISTER GROUP OATH

### DISCLOSURE & STATEMENT OF CONFLICT

**Meyer** commented that he has a conflict with item #4, Goldstream Dream Subdivision. He stated that his wife works for FNSB Land Management, the applicant for this case. **Pitney**

determined that he does have a conflict and will not sit for this application. The Platting Board concurred with Pitney.

**Hicks** commented that he has a conflict with item #3, Holden Woods Subdivision. He stated that his wife works for Northland Surveying and Consulting, the surveyor for this case. **Pitney** determined that he does have a conflict and will not sit for this application. The Platting Board concurred with Pitney.

**Zierfuss-Hubbard** commented that she may have a conflict with item #4. She stated that she is friends with the wife of the surveyor for this case.

**Pitney** inquired if this would have any bearing on the way that she would vote on this case. **Zierfuss-Hubbard** stated "No." **Pitney** determined that she is eligible to hear this item.

## PUBLIC HEARING ITEMS

### Preliminary Applications

1. **SD031-17 Mansker** A request by Ralph Mathews, on behalf of Jonathan J. Mansker and Rebecca A. Cave-Mansker, to replat Parcels A and B per the Statutory Warranty Deed recorded in Book 661 Page 842 Fairbanks Recording District, a total of 5.01 acres, by vacating the common lot line to create one resultant tract. The request includes a variance to additional dedication for a major collector road. The property is located within the SW¼ Section 21, T1N, R1E, FM (located on Bennett Road). **Staff Contact: George Stefan**

**Stefan** gave the staff report; staff recommended preliminary approval of the subdivision with the following five (5) conditions:

1. GVEA shall be given a maximum of 30 calendar days to review and comment on the final plat.
2. ACS and IGU shall be given a maximum of 10 calendar days to review and comment on the final plat.
3. The Bennett Road name annotation shall be clearly placed on the plat graphic.
4. The approved variance shall be noted on the final plat.
5. All easements of record shall be shown on the final plat.

Staff further recommended adoption of the following five (5) findings of fact:

- a) Per FNSBC 17.04.010, the definition of subdivision includes the dedication to public use of a street.
- b) Per FNSBC 17.56.080.B, the minimum ROW width of a major collector is 80 feet.
- c) Per FNSBC 17.56.020.B.3, exterior boundary right-of-way width may be shared with the adjoining property owner if the shared right-of-way is existing and public.
- d) Per FNSBC 17.52.040.D.5, all existing easements must be shown on the final plat.
- e) With the variance and five conditions recommended by staff, this subdivision request meets the applicable requirements of Title 17.

**Stefan** commented that he did amend finding of fact "e" to read: "With the variance and five conditions recommended by staff, this subdivision request meets the applicable requirements of Title 17."

**Ralph Mathews**, surveyor, addressed the Platting Board. He stated that he didn't have much to add. He commented that he would like to see at the upcoming work sessions regarding Title 17 that the issue of why it is that the Borough is doing this taking of property on DOT maintained roads.

PUBLIC HEARING CLOSED

*A motion was made by **Zierfuss-Hubbard**, seconded by **Meyer**, to approve subdivision with the five (5) conditions and five (5) amended findings of fact and to adopt the staff report as recommended by staff.*

*A motion was made by **Meyer**, seconded by **Zierfuss-Hubbard**, to approve a variance from FNSBC 17.56.080.B adopting the five (5) findings of fact and the staff report as recommended by staff.*

*A roll call vote was taken on the motion to approve the variance with the five (5) findings of fact. The motion was approved 5-0. The motion passed unanimously.*

*A roll call vote was taken on the motion to approve the subdivision with the variance. The motion was approved 5-0. The motion passed unanimously.*

APPROVED

- 2. SD039-17 Mount Ryan RRCS 1<sup>st</sup> Addition** A request by the Alaska Department of Natural Resources, Division of Mining, Land and Water, Land Sales Section, for a reoffer to open approximately 35,700 acres within Township 6 North Range 7 East; Township 6 North Range 8 East; and Township 5 North Range 8 East, Fairbanks Meridian for remote recreational cabin site staking. Authorizations to stake up to 30 parcels, ranging in size from 5 to 20 acres, for a maximum of 600 acres will be offered. The staking project area is located approximately 50 miles northeast of Fairbanks, and approximately 1.5 miles southwest of the Twelvemile Summit Wayside on the Steese Highway (milepost 85). The request includes an application for the road construction exemption, variances for access both to the subdivision and within the subdivision, as well as a variance for extending the submittal deadline for the final plat application. **Staff Contact: George Stefan**

**Stefan** gave the staff report; staff recommended preliminary approval of the subdivision with the following eleven (11) conditions:

1. A final plat for the disposal area shall be submitted for review and approval no later than two years after survey completion.
2. Legal physical access routes to the boundary of the staking area shall be delineated on the final plat.
3. Minimum lot size shall be 5 acres.
4. Staking brochures shall have all legal/seasonal access routes shown and described.
5. DNR shall reserve a minimum of 60 foot wide easement over existing trails within or through proposed cabin sites.
6. DNR shall coordinate with FNSB Planning before survey instructions are issued to identify the selected parcels which may lie within Flood Zone A that will require a Bench Mark (BM) and Base Flood Elevation (BFE).
7. Staking brochures shall clearly indicate that portions of the area lie within the FNSB, and parcels shall be located such that they do not overlap the boundary so as not to create split lots between taxation authorities.

8. A note shall be placed on the final plat which states, ““Legal and physical access to the staking area is from both the Steese Highway via the Circle-Fairbanks Trail described as ADL-408830 (RST 237), and from the Chena Hot Springs Road via the Chena Hot Springs-Steese Highway Trail described as ADL-418498. Both trails are part of the Fairbanks North Star Borough’s Comprehensive Recreational Trail Plan and are described in the plan as the Circle-Fairbanks Trail #I-A3, and the Chena Hot Springs-Steese Highway Trail #I-A1. Refer to the current Trail Plan for information and recommendations regarding these trails including the proposed use categories.”
9. A note shall be placed on the final plat which states, “Roads in and to this subdivision were not required to and may not meet the borough’s minimum standards for materials and construction. To the extent these road standards have not been met, fire protection, ambulance and other public services may not be available year-around or their availability may be severely limited.”
10. All applicable notes from Plat No. 2013-8 shall be included on the final plat.
11. Approved variances shall be noted on the final plat.

Staff further recommended adoption of the following four (4) findings:

- a) FNSBC 17.04.010 includes in the definition of subdivision, “Subdivision is not limited only to the conveyance of title but includes contracts to convey title and leases of land for five or more years.”
- b) ADL 408830 is a 300ft wide public easement that overlaps the 100ft wide RS 2477 easement for the Circle-Fairbanks Trail. These easements and the Steese Highway meet the requirements of 17.56.020.C for legal access to the boundary of the subdivision.
- c) The applicant has applied for and shall be exempted from road construction per FNSBC 17.56.060.A for ADL 408830 for access to the project area and for subdivision roads within the project area.
- d) With the three variances and conditions recommended by staff, Mount Ryan Remote Recreational Cabin Sites 1<sup>st</sup> Addition meets the applicable requirements of Title 17.

**Tim Shilling**, DNR representative, addressed the Platting Board. He stated that he had no questions of the staff report.

**Shilling** commented that this is the 2<sup>nd</sup> offering of the remote recreations cabin site staking area. The original offering was in 2009. He stated that there will be a 300’ staking setback from the Borough boundary and the subsequent trail to disallow any parcels from being staked over the boundary.

**Shilling** continued that there will be 30 authorizations to stake parcels within the project area. The application period will begin on August 21, 2017. **Shilling** gave further details of the staking process.

**Meyer** questioned if the State of Alaska owns title on this land or if it was Mental Health property. **Shilling** replied that it is not Mental Health Trust land.

**Pitney** inquired if folks are allowed to cut trees and build cabins during the lease period. **Shilling** replied affirmatively but may not remove any materials from the property.

**Colin Craven**, DNR representative, addressed the Platting Board. He stated that he had nothing additional to add.

PUBLIC HEARING CLOSED

*A motion was made by **Zierfuss-Hubbard**, seconded by **Meyer**, to approve the subdivision, the eleven (11) conditions and the four (4) findings of fact and to adopt the staff report as recommended by staff.*

*A motion was made by **Meyer**, seconded by **Zierfuss-Hubbard**, to approve a variance from FNSBC 17.52.020 adopting the two (2) findings of fact and the staff report as recommended by staff.*

*A roll call vote was taken on the motion to approve the variance with the two (2) findings of fact. The motion was approved 5-0. The motion passed unanimously.*

*A motion was made by **Flint**, seconded by **Meyer**, to approve a variance from FNSBC 17.56.060.A.3 adopting the two (2) findings of fact and the staff report as recommended by staff.*

*A roll call vote was taken on the motion to approve the variance with the two (2) findings of fact. The motion was approved 5-0. The motion passed unanimously.*

*A motion was made by **Zierfuss-Hubbard**, seconded by **Flint**, to approve a variance from FNSBC 17.56.020.B adopting the two (2) findings of fact and the staff report as recommended by staff.*

*A roll call vote was taken on the motion to approve the variance with the two (2) findings of fact. The motion was approved 5-0. The motion passed unanimously.*

*A roll call vote was taken on the motion to approve the subdivision with the three (3) variances. The motion was approved 5-0. The motion passed unanimously.*

APPROVED

- 3. SD040-17 Holden Woods Subdivision** A request by Northland Surveying & Consulting, LLC, on behalf of Thomas T Benson, to subdivide Gov't Lots 14 and 15 in two phases, totaling approximately 5 acres, into four lots ranging in size from 1.15 to 1.34 acres. The property is located within the SE¼ NW¼, Section 17, T1S R1W, FM (located on Holden Road). The road construction exemption has been applied for and the request includes additional dedication of right-of-way for a temporary turnaround. **Staff Contact: George Stefan**

POSTPONED

- 4. SD029-17 Goldstream Dream Subdivision** A request by Design Alaska, Incorporated, on behalf of Fairbanks North Star Borough Land Management Division, to subdivide Government Lot 1 (also known as Tax Lots 641 and 642) Section 6, T1N R1W, FM, a total of 31.8 acres; into 5 lots ranging in size from 4.6 to 10.2 acres. The subdivision proposal includes dedication of right-of-way and a request for a variance for an intersection on a curve. The property is located on Goldstream Road. **Staff Contact: Angela Parker**

## POSTPONED

5. **SD061-07 / RP080-07 Eagle Estates (Extension)** A request by Stutzmann Engineering Associates, Inc., for a two-year extension to the Platting Board's preliminary approval of Eagle Estates, a request to subdivide Lots B2 through B5, Eagle Estates, totaling 23.9 acres, into 87 lots ranging in size from 7,032 sq ft to 17,993 sq ft, and to dedicate public rights of way in the City of North Pole within the N½ N½ Section 16, T2S R2E, FM. **Staff Contact: George Stefan**

**Stefan** gave the staff report; staff recommended preliminary approval of the subdivision with the following conditions:

Staff recommends the approval of a third time extension of the preliminary plat approval of Eagle Estates with the approved conditions 1, 3-9 and amending condition #2 to state, "The final plat of Phase IV shall be submitted no later than April 4, 2020."

Staff further recommended adoption of the following four (4) findings:

- a) There does not appear to be any change to the subject property or surrounding development that would warrant a new preliminary review by the Platting Board.
- b) Per FNSBC 17.12.030.J.1, the Platting Board may provide for the later submittal of one or more phases or segments of the subdivision.
- c) The applicant's representative is actively pursuing approval from ADEC and the City of North Pole for the street and sewer and water plans to enable construction during the summer of 2018.
- d) Approval of this extension request supports the continued development of homes with sewer and water service. These homes may provide housing to support the incoming personnel at Eielson Air Force Base.

**Jeremy Stark**, Stutzmann Engineering, addressed the Platting Board and gave a brief history of the progress of this project and the need for the additional extension.

## PUBLIC HEARING CLOSED

*A motion was made by **Flint**, seconded by **Meyer**, to approve the subdivision/replat extension and to adopt the original nine (9) amended conditions, the four (4) findings of fact and the staff report as recommended by staff.*

*A roll call vote was taken on the motion to approve the extension. The motion was approved 5-0. The motion passed unanimously.*

## APPROVED

## EXCUSE ABSENT MEMBERS

The absences of Haman, Mendenhall and Malin were excused without objection.

**Pitney** inquired if the December 2017 meeting can be moved as it is so close to the Christmas holiday. **Nelson** concurred. Staff will look into moving the meeting to an earlier date, and will report back.

**Flint** commented that he will not be in attendance in November.

## COMMENTS

### Citizens

No one asked to speak during this time.

### Platting Staff

**Nelson** stated that staff is arranging a conversation with the surveying community to address some of their issues and concerns.

### Board Members

**Zierfuss-Hubbard** announced her resignation from the Platting Board. She is moving out of state.

## ADJOURNMENT

The meeting was adjourned at 7:20 p.m.