

FNSB PLATTING BOARD

MINUTES

January 16, 2019

A regular meeting of the Fairbanks North Star Borough Platting Board was held in the Mona Lisa Drexler Assembly Chambers, Juanita Helms Administrative Center, 907 Terminal Street, Fairbanks, Alaska. The meeting was called to order at 6:00 p.m. by Randy Pitney, Chair.

ROLL CALL

Members Present: Kellie Fritze, Troy Hicks, Jason McComas-Roe, Clint Meyer, Bill Mendenhall, Tadd Wilmer and Randy Pitney

Members Absent: Crystal Haman (excused) and Mike Kwasinski (excused)

Others Present: George Stefan, Platting Officer; Daniel Welch, Platting Officer; Bill Witte, Emergency Operations & GIS Specialist; Wendy Dau, Assistant Borough Attorney; Christine Nelson, Director of Community Planning and Laura McLean, FNSB Recording Clerk.

MESSAGES

Chairs Comments –

Mr. Pitney welcomed everyone to the new year.

Citizens Comments – limited to three (3) minutes

None.

Communications to the Board-

Ms. Nelson requested that items #3 and #4 be moved to the beginning of the agenda to accommodate Mr. Witte.

Ms. Nelson reminded those who traveled to Anchorage for the Planning Commissioner Conference to please submit receipts as soon as possible for processing and reimbursement.

Disclosure and Statement of Conflict of Interest

Ms. Fritze stated that she may have a perceived conflict with item #1. She stated that she works for UAF.

Mr. Pitney responded that this will not be an issue as item #1 has been withdrawn. The request for withdrawal is in the addendum packet.

Mr. McComas-Roe stated that he has a conflict with item #2. He clarified that the applicants representative for this item is a party to a lawsuit in which he is the Plaintiff and further litigation is pending.

Mr. Pitney determined that Mr. McComas-Roe definitely has a conflict of interest. He will not hear this item.

APPROVAL OF AGENDA AND CONSENT AGENDA

Motion to approve the agenda and consent agenda as amended (item #1 withdrawn and items #3 & #4 moved to the beginning of the agenda) and the minutes of August 15, 2018, September 19, 2018 and November 21, 2018, made by **Mr. Meyer**, seconded by **Ms. Fritze**. Motion carried without objection.

MINUTES

Minutes of the August 15, 2018, September 19, 2018 and November 21, 2018 Platting Board meetings.

CONSENT AGENDA ITEMS

None.

OATH

QUASI-JUDICIAL HEARING

- 1. WV001-19 North College Road Subdivision** A request by The Conservation Fund, on behalf of the University of Alaska, Land Management, for a subdivision by waiver of a plat of the remainder tract of Fairbanks Golf & Country Club, First Addition, a total of approximately 425 acres, into two tracts of 160 and 265 acres. A variance has been requested from FNSBC 17.20.040.B to allow for the exemption to the requirement for a survey even though one of the resultant tracts will not be strictly identified by an aliquot parts description. The request includes dedication of a portion of the Jeff Studdert Sleddog Trails. The property is located east of and south of Army Road and Iniakuk Avenue and south of NRA Lane, and lies within Section 32, T1N R1W, FM, AK. **Staff Contact: George Stefan**

THIS ITEM WAS WITHDRAWN AT THE APPLICANTS REQUEST.

- 2. NR001-19 Louis Demontfort Drive** A request by Joseph Belegrin to name an unnamed road, located off of Coolidge St and traversing along the section line common to Sections 25 & 36, T5S, R4E, FM and Sections 30 & 31, T5S, R5E, FM. **Staff Contact: Daniel Welch**

Mr. Welch presented the Staff Report. **Mr. Witte** also added in additional information regarding naming of roads within the Borough. Based on Staff analysis, the Department of Community Planning recommends APPROVAL of the road name with the following two (2) conditions:

1. The applicant shall install signage which meet the requirements of FNSBC 17.60.010.D for road name signs.
2. Photo verification shall be submitted showing that all required signage has been installed.

Furthermore, staff recommended adoption of the following eleven (11) Findings of Fact and the Staff Report in support of approval:

- a) The proposed road follows section lines, and the vast majority of the road appears to be contained within existing section line easements.
- b) FNSBC 17.36.020.A.1 requires that a road naming petition be “signed by at least 75% of the adjoining property owners”.
- c) All seven adjoining property owners (100%) have signed the road naming application.
- d) The proposed name “Louis Demontfort Drive” is not a duplicate of, nor does it conflict with, any existing street names.
- e) FNSBC 17.60.010.D provides specific regulations on road signs and support structures.
- f) The Street Addressing Coordinator agrees that “Drive” is an appropriate tag for the proposed road name.
- g) The Street Addressing Coordinator supports naming the road “Louis Demontfort Drive.”
- h) FNSBC 17.36.010.D states “Nothing in this section should be construed so as to prevent the platting board from consideration of other tag names for unique or historical purposes.”
- i) Louis Demontfort Drive has been the historically used name of the generally east-west coursing road since 1983.
- j) FNSBC 17.36.030.I requires that the applicant install street name signs if the road naming request is approved. Conditions 1 and 2 fulfill this requirement.
- k) With the conditions recommended by staff, this public road naming request meets the applicable requirements of Title 17.

Mr. Pitney commented that some of the land effected by this road naming action belongs to UAF. He queried Ms. Fritze to see if she felt she has a conflict with this request.

Ms. Fritze stated that she does not feel that she has a conflict with this request. She stated that the University of Alaska Fairbanks pays her and these parcels are owned by University of Alaska. She stated that the University of Alaska Fairbanks does not have any financial interest with the outcome of this road naming request that she is aware of.

Mr. Pitney determined that Ms. Fritze does not have a conflict. She will hear this item.

Mr. Welch explained the purpose for the tag name that was accepted.

Mr. Meyer queried of Mr. Witte how many roads in the Borough are tagged appropriately. **Mr. Witte** replied “many”.

Further discussion ensued regarding tag names.

Applicant Testimony

None.

Interested Person Testimony

None.

Applicant Rebuttal

None.

MOTION: A motion by **Ms. Fritze**, seconded by **Mr. Meyer** to approve the naming of a previously unnamed road Louis Demontfort Drive with the two conditions, adopting the twelve findings of fact as amended and the staff report in support of approval.

Mr. Hicks stated that he plans to support this request.

Mr. Pitney commented that he does not have issue with this request and plans to support it.

ROLL CALL: 6 in favor Fritze, Mendenhall, Hicks, Haman, Meyer and Pitney
0 opposed

3. **NR002-19 Hermitage Drive** A request by Joseph Belegrin to name an unnamed road, located near Harding Lake lying along the section line common to Sections 31 & 32, T5S, R5E, FM. **Staff Contact: Daniel Welch**

Mr. Welch presented the Staff Report. Based on Staff analysis, the Department of Community Planning recommends APPROVAL of the road naming with the following two (2) conditions:

1. The applicant shall install signage which meet the requirements of FNSBC 17.60.010.D for road name signs.
2. Photo verification shall be submitted showing that all required signage has been installed.

Furthermore, staff recommended adoption of the following twelve (12) Findings of Fact and the Staff Report in support of approval:

- a) The proposed road follows section lines, and significant portions of the road are likely contained within existing section line easements.
- b) FNSBC 17.36.020.A.1 requires that a road naming petition be “signed by at least 75% of the adjoining property owners”.
- c) Owners of the five adjoining properties (100%) have signed the road naming application.
- d) The proposed name “Hermitage Drive” is not a duplicate of, nor does it conflict with, any existing street names.
- e) FNSBC 17.60.010.D provides specific regulations on road signs and support structures.
- f) The Street Addressing Coordinator agrees that “Drive” is an appropriate tag for the proposed road name.

1. GHU and GVEA shall have a maximum of 30 calendar days to review and comment on the final plat.
2. ACS shall have a maximum of 10 calendar days to review and comment on the final plat.
3. The approved variances shall be noted on the final plat.

Furthermore, staff recommended adoption of the following one (1) Findings of Fact and the Staff Report in support of approval:

- a) With the three conditions recommended by staff, this subdivision meets the applicable requirements of Title 17.

Mr. Hicks expressed his dislike for this request. He stated that code can be interpreted several ways. He intends to support the request, but feels that code, with regard to this topic, is broken.

Further discussion ensued regarding the width of the right-of-way.

Mr. Stefan stated that if the owner to the south pursued a subdivision application, per code the Borough would require the 30' dedication.

Applicant Testimony

Jeremy Stark, Stutzmann Engineering, addressed the Platting Board. He stated that this is a pretty straight forward request.

Mr. Stark continued that dedication on the north side of the road has occurred. A portion on the south side has been dedicated. He stated that at some time in the future, we may see some development of the properties to the south.

Interested Person Testimony

None.

Applicant Rebuttal

None.

MAIN

MOTION: A motion was made by **Mr. Meyer**, seconded by **Ms. Fritze**, to approve the replat of Lot 2 Phipps Subdivision with the three (3) conditions, adopting the one (1) finding of fact and the staff report in support of this decision.

VARIANCE #1

MOTION: A motion by **Ms. Fritze**, seconded by **Mr. Meyer** to approve VR009-19, a variance from FNSBC 17.56.080.B to allow the existing 30ft wide dedication for Picket Place to meet the right-of-way width requirements, adopting the two findings of fact and staff report in support of the approval.

Mr. Meyer stated that he will be supporting this request.

Mr. Wilmer concurred with Mr. Meyer.

VARIANCE #1

ROLL CALL: 6 in favor Fritze, Mendenhall, Wilmer, Hicks Meyer and Pitney
0 opposed

VARIANCE #2

MOTION: A motion by **Mr. Meyer**, seconded by **Ms. Fritze**, to approve VR010-19, a variance from FNSBC 17.56.080.D to allow for the alternate temporary turnaround created by Plat No. 2014-42 instead of new dedication of a 100ft diameter temporary turnaround, adopting the two findings of fact and staff report in support of the approval.

Mr. Meyer stated that he will be voting for approval of this variance request.

Mr. Wilmer stated that he will be supporting this request as well.

VARIANCE #2

ROLL CALL: 6 in favor Fritze, Mendenhall, Wilmer, Hicks, Meyer and Pitney
0 opposed

Mr. Meyer commented that he plans to approve this subdivision request.

MAIN MOTION

ROLL CALL: 5 in favor Fritze, Mendenhall, Hicks, Wilmer, Meyer and Pitney
0 opposed

UNFINISHED BUSINESS

None.

NEW BUSINESS

- Election of Chair and Vice-Chair

The Platting Board completed nomination forms for both the Chair and Vice-Chair positions.

Mr. Pitney was unanimously nominated for Chair.

Mr. Meyer received five nominations for Vice-Chair.

Mr. McComas-Roe received one nomination for Vice-Chair.

Ms. Fritze received one nomination for Vice-Chair. Ms. Fritze declined the nomination.

Election Ballots were distributed for the position of Chair.

Mr. Pitney was unanimously elected for the position of Chair.

Mr. Meyer received five votes for the position of Vice-Chair.

Mr. McComas-Roe received two votes for the position of Vice-Chair.

Ms. Fritze (though declined) received one vote for the position of Vice-Chair.

The Recording Clerk announced that **Mr. Pitney** will serve as Chair for 2019 and **Mr. Meyer** will serve as Vice-Chair for 2019.

EXCUSE FUTURE ABSENCES

None noted.

BOARD MEMBER COMMENTS / COMMUNICATIONS

Mr. Meyer gave a recap of the Planning Commissioner training that he attended in Anchorage.

Mr. McComas-Roe commented that he too found the Planning Commission training in Anchorage very beneficial.

Mr. Wilmer stated that the training was very informative. He found it very helpful.

Mr. Meyer queried if there is training geared directly for Platting Board members. **Ms. Nelson** replied that there are a few other conferences that staff attend but she is not sure of the applicability to the Platting Board.

Mr. Pitney stated that the Platting Board Rules review will be moved to the March meeting. **Ms. Dau** corrected Mr. Pitney stating that the Platting Board Rules will need to be placed on the February meeting to be moved to the March meeting.

Ms. Nelson added that staff met with legal regarding a variety of comments that were received with regard to the Platting Board Rules. This should help to move things along for the Board.

Ms. Nelson spoke to the Platting Board regarding the Road Construction Exemption Ordinance that is moving forward. The Ordinance was referred to the Platting Board by the Assembly.

The Platting Board discussed the timing with regard to moving this ordinance forward. It was determined that a worksession is necessary at the February meeting and then a special meeting can be held in early March.

ADJOURNMENT