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**Minutes of the Public Hearing  
Denali Borough Planning Commission  
Tri-Valley Community Center  
March 19, 2019**

**CALL TO ORDER**

Presiding Officer Kesslyn TENCH called the Public Hearing to order at 6:31pm.

**ROLL CALL**

Planning Commissioners present were: Erik HAUGEN, Kesslyn TENCH, Susan BRAUN, Steve JONES, Mark MENKE and Baxter MERCER. Absent: Robert SNYDER, Lee LIGHTFOOT and James Greg WILLIAMSON. Mayor Clay Walker was also present.

1. FY '20 Annual Work Plan

There was no public comment.

2. FY '20 Land Management Budget

There was no public comment.

3. Community Mapping

There was no public comment.

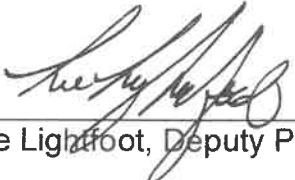
4. DBC 9.12 Street Naming Methods - Draft

There was no public comment.

**ADJOURNMENT**

Presiding Officer Kesslyn TENCH adjourned the Public Hearing at 6:33pm.

APPROVED: \_\_\_\_\_

  
Lee Lightfoot, Deputy Presiding Officer

ATTEST: \_\_\_\_\_

  
Connie MacMaster, Deputy Clerk

Date Approved: \_\_\_\_\_

June 18, 2019

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**Minutes of the Regular Meeting  
Denali Borough Planning Commission  
Tri-Valley Community Center  
March 19, 2019**

**CALL TO ORDER**

Presiding Officer Kesslyn TENCH called the regular meeting to order at 6:33pm.

**OATH OF OFFICE**

Deputy Clerk Connie MacMaster administered the oath of office to commissioners Susan BRAUN, Erik HAUGEN and Steve JONES.

**ROLL CALL**

Planning commissioners present were: Erik HAUGEN, Kesslyn TENCH, Susan BRAUN, Steve JONES, Baxter MERCER, Mark MENKE. Absent: Robert SNYDER, James WILLIAMSON and Lee LIGHTFOOT. Mayor Clay Walker was also present.

**SELECTION OF PRESIDING OFFICER AND DEPUTY PRESIDING OFFICER**

Baxter MERCER NOMINATED Kesslyn TENCH as Presiding Officer and Lee LIGHTFOOT as Deputy Presiding Officer.

The VOTE by show of hands was unanimous.

Kesslyn TENCH MOVED to excuse Robert SNYDER, James WILLIAMSON and Lee LIGHTFOOT. The motion was approved by unanimous consent.

**PUBLIC COMMENTS**

Holly Spoth-Torres from her Anchorage based landscape architecture firm Huddle, David Popiel with Alaska based architecture firm ECI, and Buzzy Chiu from Fairbanks with Premier Alaska Tours came to the meeting to share developments on the plans for the project at Otto Lake. They were moved up on the Agenda due to time constraints.

The vision thus far includes:

- Phase one: bus facility, bus parking, small amount of employee housing, and a reception center with site work likely to happen this year (no vertical construction, just site work and foundation work.)
- There will be a landscape buffer to deemphasize the bus facility to make it less of a visible impact to the site.
- The vision for the reception center/boat house near the existing dock is to have views of the mountains and lake as a welcome area for guests, it will also be available for community use.

**APPROVAL OF AGENDA**

Baxter MERCER MOVED to approve the agenda as presented. The motion was approved by unanimous consent.

**APPROVAL OF MINUTES**

Baxter MERCER MOVED to approve the November 27, 2018 public hearing and regular meeting minutes as presented. The motion was seconded. The VOTE by show of hands was unanimous.

1  
2 **CORRESPONDENCE**

3 The commissioners received correspondence from Usibelli Coal Mine and Premier Alaska Tours  
4 regarding comments on zoning regulations. There was some discussion.  
5

6 Commissioner Steve JONES requested information on the work borough staff have been doing on  
7 the draft code for DBC Chapter 9 regarding local option zoning and conditional use permits.  
8

9 Borough Clerk, Amber Renshaw, stated that work is ongoing and that the drafts will go before  
10 legal review before being put on the commissioner's agenda.  
11

12 **PLATS AND CONDITIONAL USES**

13 There were no plats or conditional uses.  
14

15 **REPORTS**

16 **MAYOR**

17 Mayor Clay Walker verbally highlighted information provided in the attached written report. He  
18 also spoke to an agency review from DNR regarding a request for gravel extraction at an existing  
19 material site located in McKinley Village. The borough is planning to provide an agency review  
20 that will speak to hours of operation, impacts to the neighborhood, drifting, and any other  
21 concerns.  
22

23 **BOROUGH PLANNER**

24 Denali Borough Planner Marsha Lambert reported the following:

- 25 • The Assembly passed Resolution 19-09 to grant approval for pre-existing land management  
26 agreements and expects the administration to provide draft management plans for all areas that  
27 include pre-existing land management agreements to the Denali Borough Planning Commission  
28 on or before their July 2019 meeting.
- 29 • The Tri-Valley Subdivision Home Owners Association is having their first meeting Thursday,  
30 March 21, 2019. For more information their website is: [trivalleyhoa.com](http://trivalleyhoa.com).
- 31 • Please let Ms. Lambert know the email address you would like to use to receive correspondence  
32 from the borough. Reminder; in the Computer Loan and Internet Use Agreement (attached) it  
33 is stated in the Guidelines for computer internet use: The borough loans laptop computers in  
34 order for employees to have a tool to accomplish borough business. The borough discourages  
35 employees from using their personal computer for borough business. If an employee uses their  
36 personal computer, they should be aware that if there is an investigation, their personal computer  
37 may be subpoenaed. **Use your personal computer at your own risk.**
- 38 • Boroughwide addressing system update: Borough staff have been working with Fairbanks North  
39 Star Borough and MTA and studying National Emergency Number Association standards and  
40 meeting with the Local Emergency Planning Committee (LEPC) in their work towards developing  
41 a plan for borough-wide addressing and street naming. Two options are being mapped for the  
42 Healy area to be reviewed by the LEPC with the goal of choosing the system that will work best  
43 for future growth of the borough as well as for emergency services.
- 44 • The Annual Work Plan for fiscal year 2019 has been drafted and will be reviewed later in this  
45 meeting.  
46  
47

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3 **PLANNING COMMISSIONER REPORT FROM THE ASSEMBLY MEETING**

4 There was no report.

5  
6 **COMMUNICATION AND APPEARANCE REQUEST**

7 Premier Alaska Tours requested to be put on the Agenda to update the Planning Commission and  
8 public on the progress of their venture at Otto Lake. They were moved up to Public Comment due  
9 to time constraints.

10  
11 **UNFINISHED BUSINESS**

12 There was no unfinished business

13  
14 **NEW BUSINESS**

15 **FY '20 Annual Work Plan**

16 The Mayor and Land Planner reviewed the plan for the management of Denali Borough real  
17 property. It will go on the next Assembly agenda.

18  
19 **FY '20 Land Management Budget**

20 The Mayor and Land Planner reviewed the proposed budget. It will go on the next Assembly  
21 agenda.

22  
23 **Community Mapping**

24 The Assembly passed Resolution 19-06, in support of entering into a partnership with the State of  
25 Alaska to prepare a Request for Proposal for Community Mapping Aerial Imagery. The Mayor  
26 noted the potential allocation for paying for this project in the Land Management Capital Fund and  
27 the notice required to the Planning Commission: DBC 4.01.018 A2 The Planning Commission  
28 shall receive at least 30 days' prior notice of any proposed Assembly action regarding any  
29 proposed appropriations from the fund.

30  
31 **DBC 9.12 Street Naming Methods**

32 Steve JONES moved to amend the code language in section 9.12.040 Street Names to include  
33 spaces in the 17-character count. The motion was seconded. The VOTE by show of hands was  
34 unanimous.

35  
36 Baxter MERCER MOVED to send draft DBC 9.12 Street Naming Methods, as amended, to the  
37 Assembly. The motion was seconded. The VOTE by show of hands was unanimous.

38  
39 **PUBLIC COMMENTS**

40 There was no public comment.

41  
42 **COMMISSIONER COMMENTS**

43 Susan BRAUN thanked Barbara Brease for her work on the Planning Commission and hopes that  
44 she will find a way to still be involved.

45  
46 Kesslyn TENCH welcomed Erik HAUGEN as a new commissioner. She also reminded  
47 commissioners to fill out their financial disclosure forms and mileage reimbursement forms.

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**PLANNING COMMISSION REPORT TO THE ASSEMBLY**

Select Commissioner to provide the Planning Commission Report to the Assembly on Wednesday, April 10th, at Tri-Valley Community Center, Healy, at 6:00 PM.


Baxter MERCER offered to attend the April 10, 2019 Denali Borough Assembly meeting and provide the Planning Commission report.

**TIME AND PLACE OF THE NEXT MEETING**

Tuesday, April 16, 2019 Public Hearing and Regular Meeting at 6:30pm at the Tri-Valley Community Center.

**ADJOURNMENT**

Presiding Officer Kesslyn TENCH adjourned the meeting at 8:46pm.

APPROVED:   
\_\_\_\_\_  
Lee Lightfoot, Deputy Presiding Officer

ATTEST:   
\_\_\_\_\_  
Connie MacMaster, Deputy Clerk

Date Approved: June 18, 2019

## **DENALI BOROUGH**

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Website: [www.denaliborough.com](http://www.denaliborough.com)



*Clay Walker, Mayor*

### **March 2019 Mayor's Report to the Denali Borough Planning Commission**

This report speaks primarily to non-agenda items. Agenda items will be discussed in meeting.

#### **Denali National Park Winter and Shoulder Season Plan**

- On February 25, I participated in a planning session, which will help inform the above plan, held at the Alaska NPS Regional Headquarters in Anchorage. I presented the Denali Borough vision to grow winter and shoulder season visitation which is identified in our Land Use and Economic Development Plan. Interestingly, we heard that Fairbanks North Star Borough takes in more bed tax revenue in March than in June.
- A beneficial outcome of attendance was a separate meeting with NPS transportation and trail planners. The Denali Borough, Denali NPS, and Alaska DOT would all be partners in a potential Bison Gulch Parking Area and Trail Enhancement Project. The connections are being made and work is continuing on a potential application for federal funding under the Federal Lands Access Program (FLAP).

#### **Bison Gulch/Mt. Healy Trail FLAP and RCTA Applications**

- Included in your packet is Assembly Resolution 19-02 supporting moving forward with the planning phase of this project.
- In meetings with DOT Planners, the borough was advised to pursue a potential FLAP grant for the requested new parking area. You may recall the borough included moving the parking for the Bison Gulch Trail to the west side of the highway in a 2017 DOT Needs List Resolution.
- An arm of the National Park Service which helps communities with recreation projects is the Rivers, Trails Conservation Assistance Program. The borough is currently submitting an application to receive assistance, with an idea that trail enhancements will be the focus of the engagement.
- DOT has also proposed a potential FLAP application for a "Planning and Environmental Linkage Study" for the highway corridor from Cantwell through Healy. The idea being the "good planning work up front" speeds and eases potential prioritized projects identified through the planning process. If submitted and approved, this would be a community driven project with the borough partnering with DOT, NPS, the AKRR and others along the way.

#### **Local Emergency Planning Committee (LEPC) Meeting, March 6**

- At this meeting, the LEPC considered a couple different draft versions of a potential borough-wide addressing system. The committee asked the administration to revise and bring back an example of the same area addressed by the two different systems.

Happy March, happy almost spring. As always, feel free to contact me or staff with any questions.

- Clay