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**Minutes of the Regular Meeting  
Denali Borough Planning Commission  
Tri-Valley Community Center  
October 17, 2017**

**CALL TO ORDER**

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

**ROLL CALL**

Planning commissioners present were: Baxter MERCER, Kesslyn TENCH, Steve JONES, Robert SNYDER, Barbara BREASE and Mark MENKE. Absent: Susan BRAUN and Lee LIGHTFOOT. Mayor Clay Walker was present.

**PUBLIC COMMENTS**

There were no public comments.

**APPROVAL OF AGENDA**

Baxter MERCER MOVED to approve the agenda as presented. The motion was seconded. The VOTE by show of hands was unanimous. Mark MENKE MOVED to amend the agenda to reverse the order under New Business A & B at the request of the Mayor and approve the agenda as amended. The motion was seconded. The VOTE by show of hands was unanimous.

**APPROVAL OF MINUTES**

Baxter MERCER MOVED to approve the July 18, 2017 public hearing and regular meeting minutes as presented. The motion was seconded. The VOTE by show of hands was unanimous.

**CORRESPONDENCE**

**Alaska Planning Conference**

No new attendees.

**PLATS AND CONDITIONAL USES**

**Resolution 17-09: A RESOLUTION PROVIDING PRELIMINARY APPROVAL FOR PLAT 17-04.** Replat by vacation of the 25' public access easements on the northern and western property boundaries of Tract A, ASLS 87-335, the southern and western property boundaries of Tract A, ASLS 87-125, and the southern and western property boundaries of ASLS 88-188A, except for that portion that lies within the 50' section line easement to the east. Located within Section 24, T12S, R8W, F.M. Alaska.

Steve JONES MOVED to approve Resolution 17-09. The motion was seconded. Mark MENKE recused himself as one of the land owners on the plat. Kesslyn TENCH approved the recusal. The roll call VOTE passed unanimously with Mark MENKE recused.

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4 **REPORTS**

5 **MAYOR**

6 Mayor Clay Walker submitted a written report and commented on the following items:

- 7 • Annette Ziegman submitted her resignation effective February 1, 2018.
- 8 • Mayor Walker thanked Baxter MERCER for providing the Planning Commission  
9 update to the Assembly.
- 10 • Ordinance 17-14, Denali Borough Code Chapter 9.10, titled Subdivisions, was  
11 introduced to the Assembly.
- 12 • The Assembly approved the fee schedule including the commercial use permit  
13 fee.
- 14 • Clear Monofil Services has not revised its application to the Alaska Department  
15 of Environmental Conservation (DEC) for a new monofil, and has therefore not  
16 submitted a complete application. The large contract for the demolition of  
17 buildings and utilidors on the Air Force Station was awarded to HydroGeologic,  
18 Inc.
- 19 • Mayor Walker and Projects Coordinator Chris Noel attended the Clear Air Force  
20 Station Security Squadron Activation and Assumption of Command Ceremony  
21 and, while there, were able to tour the Clear Fire Department facility.
- 22 • The November Assembly meeting date changed to Monday, Nov. 20, 2017.
- 23 • Election day is on Nov. 7<sup>th</sup>. Precinct voting locations will be the same as in past  
24 years, with the exception of the Clear precinct, which will be at the Clear Sky  
25 Sportsmen's Association's clubhouse.
- 26 • A draft land use plan has been received from Agnew::Beck and is being reviewed.
- 27 • The upcoming Anderson City Council meeting agenda includes approval of a new  
28 plat identifying the parcels to be exchanged with the borough near the Anderson  
29 septage facility. If approved, the next steps in the exchange process will include  
30 approvals via ordinance from both the City Council and the Borough Assembly.
- 31 • Mayor Walker welcomed Robert Snyder to seat I through next term to Jan. 2020,  
32 seats A & E are up soon, to consider renewing, hopefully Commander Williamson  
33 will be appointed at the next Assembly meeting to seat H.
- 34 • The National Park Service has made available for public review and comment an  
35 environmental assessment analyzing a proposal to construct a new wayside at  
36 milepost 231 of the George Parks Highway. Mayor Walker commented in support  
37 of the proposed action alternative.
- 38 • The comment period remains open on the Denali National Park Long Range  
39 Transportation Plan.

40  
41 Discussion followed regarding Clear Monofil demolition and public information.

42 There was a comment regarding a 2-year renewal of survey due on a property and  
43 found that it expires March, 2018.

44 Denali Borough fee schedule enforcement was discussed. Currently it is self-  
45 reported.

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2 **BOROUGH PLANNER**

3 Trail and easement standards – The Land Planner offered to work on the formatting of  
4 DBC 9.12 if it would be helpful.

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

7 Steve JONES reported that the Assembly asked the Planning Commission to work on  
8 borough addressing.

9  
10 **COMMUNICATION AND APPEARANCE REQUEST**

11 There were no communication and appearance requests.

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13 **UNFINISHED BUSINESS**

14 **Denali Borough Code Chapter 9.11 Road, Trail and Easement Standards**

15 Steve JONES MOVED to introduce DBC 9.11 Road, Trail and Easement Standards.  
16 The motion was seconded. The VOTE by show of hands was unanimous.

17  
18 After some discussion, Steve JONES offered to work with borough staff to revise and  
19 format DBC 9.11.

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21 **NEW BUSINESS**

22 A) Set the November 2017 meeting date; Discuss December meeting.

23 Baxter MERCER MOVED to set the next Regular meeting to Jan.16, 2018. The  
24 motion was seconded. The VOTE by show of hands was unanimous.

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26 B) Denali Borough Code Chapter 9.12 and 9.13 Street Naming and Uniform Street  
27 Addressing, Draft 1.

28 Steve JONES MOVED to introduce DBC 9.12 and 9.1. The motion was seconded.  
29 The VOTE by show of hands was unanimous.

30  
31 The Mayor discussed the Assembly's decision to have the Planning Commission and  
32 Local Emergency Planning Coordinator work on this. It needs to be usable by  
33 emergency responders. The administration is willing and able to help, and to possibly  
34 have a work session with Planning Commission and Local Emergency Planning  
35 Coordinator when a draft is formed.

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37 **PUBLIC COMMENTS**

38 There was no public comment.

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40 **COMMISSIONER COMMENTS**

41 There were no comments.

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43 **PLANNING COMMISSION REPORT TO THE ASSEMBLY**

44 November 20, 2017, Anderson School, Anderson, Alaska

45 Robert SNYDER offered to attend the November 20, 2017 Denali Borough Assembly  
46 meeting and provide the Planning Commission report.

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**TIME AND PLACE OF THE NEXT MEETING**

Jan 16, 2018: Public Hearing at 6:30 PM; Regular meeting following the public hearing at the Tri-Valley Community Center

**ADJOURNMENT**

Presiding Officer Kesslyn TENCH adjourned the meeting at 8:47 PM.

APPROVED: \_\_\_\_\_  
Kesslyn TENCH, Presiding Officer

ATTEST: \_\_\_\_\_  
Amber Renshaw, Deputy Clerk

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