

LANDSCAPE REVIEW BOARD COMMISSION

MINUTES

March 9, 2010

A regular meeting of the Landscape Review Board Commission was held in the Ester Conference Room, 2nd Floor, Borough Administrative Offices, 809 Pioneer Road, Fairbanks, Alaska.

MEMBERS PRESENT: Deborah Horner
Cyndie Warbelow-Tack
Richard Carl Heieren
Gordon Schlosser

OTHERS PRESENT: Melissa Kellner, Staff Representative
Bernardo Hernandez, Director
Mark Mussman, Planner III
Jim Lee, Deputy Director
Todd Boyce, Senior Planner
Marnie Long-Boehl, Secretary
Cynthia Klepaski, Asst. Attorney
Pat McArdle, GVEA Representative
Bruce Creager, Barghausen Representative, by conference call
Arthur Seidel, Barghausen Landscape Rep, by conference call

MEMBERS EXCUSED: None

A. ROLL CALL

B. MESSAGES

1. Staff's Comments

- Mr. Hernandez announced that Luke Hopkins, Mayor is nominating Pat McArdle to the Landscape Review Board.
- Mr. Hernandez had everyone introduce themselves.

2. Citizen's Comments

None

C. *MINUTES

MOTION: Moved and seconded that Minutes of February 22, 2010 be approved.

VOTE: No objections

MINUTES APPROVED

D. APPROVAL OF AGENDA AND CONSENT AGENDA

MOTION: Moved and seconded that Agenda be approved.

VOTE: No objections

MEETING AGENDA APPROVED WITHOUT OBJECTION

E. UNFINISHED BUSINESS

1. Final review of Fred Meyer West's landscape plan.
 - Mr. Seidel, Barghausen Landscape Representative, by conference call gave a landscaping report on the types of changes made to the plan and listed the materials to be used on the landscaping plan.
 - Mr. Heieren needs clarification on the landscape fence on the southern boundary – does it extend from Lot 12 to the northeast corner of Lot 3.
 - Mr. Creager replied that's correct.
 - Mr. Creager commented on the 8' planter that goes along Sportsman Way as requested by the Landscape Review Board. He addressed the decorative fence – the Planning Commission requested Fred Meyers to look at a sound attenuating fence. It is possible that the fence design will change. We are still waiting on information from our engineer so we can't tell you what the fence will look like. At this point in time, Fred Meyers would like your approval on the fence as is and direction from the Landscaping Review Board whether we need to return to you with the new fence size or location.
 - Mr. Hernandez gave an overall explanation to the Landscape Review Board of what the Planning Commission is requesting of Fred Meyers. Staff came up with three alternatives for review – 1) Approve the plan as is without knowing what the fence will be except that it won't be chain link and it's at least 7 foot high, 2) Leave it up to the Director to approve whether it's decorative in nature, 3) Hold a meeting to see what the final plans are before giving approval to the plan.
 - Mr. Schlosser said that whatever Fred Meyers comes up with a sound attenuating fence will meet or exceed the Landscape Review Board requirements.
 - Mr. McArdle, GVEA Representative, gave an over view of what GVEA's requirements are - there is no room to add a sound attenuating fence without removing the chain link fence. There are OSHA requirements for having locates done where the lines are for water and gas. They need to stay at least 10 feet away from any of the energize equipment. GVEA sent Fred Meyer a list of requirements so Fred Meyer should be able to meet these requirements when choosing the sound fence.
 - Ms. Klepaski asked about the height restriction for power lines.
 - Mr. McArdle replied that no one can be within 10 feet of the conductors.
 - Ms. Klepaski asked how tall of a fence can be installed.
 - Mr. McArdle replied that there are 45 foot poles, cross arms are 40 feet, room for sag and mid span – 35 feet. The primary metering equipment is 25 – 30 feet. There are also high voltage buried primary lines in the ground.
 - **Motion** made by Mr. Heieren to approve the plan as submitted with the fence being reviewed and approved by the Planning Commission and rely on their attention to the decorative nature of the fence. Mr. Schlosser seconded the motion.
 - Mr. Schlosser is voting to approve this landscape plan but he suggests that a condition be added to have Mr. Seidel contact local nurseries and the University of Alaska Fairbanks review the proposed plant material legend – some materials will not be available in Alaska and they won't survive if shipped to Alaska.
 - Ms. Warbelow-Tack agrees with Mr. Schlosser on the type of plants selected and asked if the Planning Commission throws out the sound attenuating fence – would it come back to the Landscape Review Board for review.

- Mr. Hernandez said that they would come back to the Landscape Review Board for review.
- Ms. Klepaski asked about the current design.
- Ms. Warbelow-Tack understood that it would either be a noise buffering fence or the decorative fence.
- Mr. Seidel commented that he tried to contact nurseries in Fairbanks but they are closed down at this time.
- Ms. Klepaski suggested in the condition that Fred Meyer contact the nurseries and that Fred Meyer would be allowed to substitute something similar to what is on their list as recommended by the nursery or University of Alaska Fairbanks.
- **Motion** made as amended – unanimous vote.
- Mr. Hernandez said that this plan is approved.
- Mr. Hernandez said we should come up with a dollar amount for the financial guarantee.
- Mr. Mussman said that Fred Meyer did submit a cost estimate. The cost estimate includes the plant material but not the fence with an estimate of \$27,540.00.
- Mr. Hernandez asked Mr. Creager why he did not submit any cost estimate for the fence.
- Mr. Creager said that the decorative fence might not be built – maybe the Landscape Review Board wants to give a dollar amount – they were thinking about \$30.00 a linear foot.
- Mr. Schlosser agreed that would cover a decorative fence but not a sound barrier fence.
- Ms. Horner asked the Landscape Review Board if the cost of the landscape amount is reasonable.
- Mr. Schlosser said that the cost looks a little weak.
- Mr. Heieren said that a buffer of 25% built into the cost is normal. The total for the landscape and the fence was suggested to be \$75,000.00.
- **Motion** made by Mr. Schlosser for Fred Meyer to put up \$75,000 as a bond or cashier's check, second the motion by Ms. Horner.
- Ms. Klepaski asked when the bond or cashier's check would be due.
- Mr. Mussman replied that it would be due prior to the commencement of any excavation or construction.
- Mr. Hernandez asked how many in favor, approved unanimously.
- Mr. Mussman read the conditions and findings of fact.
- Mr. Heieren had a change on #1 under conditions – it should read: The applicant shall submit a final and complete as-built landscape plan, showing the number, size, type and locations of the landscaping materials provided. The Landscape Review Board shall conduct a final inspection to ensure that all FNSBC requirements have been met.
- Ms. Klepaski suggested changing Condition #2 to read: The Landscape Review Board has determined the amount of this financial guarantee shall be \$75,000.
- Ms. Klepaski suggested changing Condition #5 to read: The applicant shall follow GVEA and all other utility providers' guidelines for plantings and all other associated activities in close proximity to all utility easements.
- Ms. Horner and Ms. Klepaski suggested adding Condition #7 to read: The applicant shall substitute items in the proposed plant material legend according to local nurseries or the University of Alaska Fairbanks recommendations.
- Ms. Klepaski and Ms. Horner with Mr. Creager suggested adding Condition #8 to read: Any change in the design and/or the location of the decorative fence shall be approved by the Planning Commission.

- **Motion** to approve the final plan, conditions, and findings of fact made by Mr. Heieren, seconded by Mr. Schlosser: All in favor, unanimous.

F. NEW BUSINESS

1. Discussion of board rules and procedures.

- Ms. Kellner read some rules from FNSBC Title 2, Boards and Commissions for the Borough. Some of the rules apply to every Board and Commission such as election of a Chairman and a Vice Chairman. A majority of the authorized numbers of the Board or Commission shall be a quorum. The affirmative votes of the majority shall be required to carry a question. In the absence of a quorum – you can recess a meeting to a later date. A Board or Commission shall establish its own procedural rules and order of business – Roberts Rules can be used to govern.
- Mr. Hernandez stated that we did not advertise in the legal ad to elect a Chairman or Vice Chairman so that cannot take place today.
- Ms. Kellner asked if the Board wanted to follow Robert's Rule or rewrite their own specific rules for the Landscape Review Board.
- Mr. Schlosser does not think we should re-invent the wheel – they will use Roberts Rules – everyone agreed.
- Mr. Heieren suggested that we elect a Chair person today.
- Ms. Klepaski said that it has to be noticed in the legal ad prior to the meeting.
- Mr. Hernandez announced that he would like to have legal give a presentation on Open Meetings Act. On the next agenda date we will elect a Chairman and Vice Chairman and have Roberts Rules written out for the Landscape Review Board.

G. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:35 p.m.