

**PLATTING BOARD MEETING AGENDA**

January 19, 2022 at 6:00 p.m.

This meeting will be held at or hosted from the  
Mona Lisa Drexler Assembly Chambers  
Juanita Helms Administration Center  
907 Terminal Street, Fairbanks, AK

This meeting will be conducted in-person and by zoom or zoom-only with consideration given to the Borough Operational Status and if the Juanita Helms Administration Center is otherwise open to the public. Please visit <https://www.fnsb.gov/406/Boards-Commissions> or contact the Borough Clerk's Office (907) 459-1401.

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. MESSAGES**

C.1. Opening

C.2. Chair's Comments

C.3. Introduction of Staff

C.4. Communications to the Platting Board

C.5. Citizens' Comments - limited to three (3) minutes

C.5.a. Agenda items not scheduled for public hearing

C.5.b. Items other than those appearing on the agenda

C.6. Disclosure and Statement of Conflict of Interest

**D. APPROVAL OF AGENDA AND CONSENT AGENDA**

Approval of consent agenda passes all routine items indicated by asterisk (\*) on agenda. Consent agenda items are not considered separately unless any Board member or citizen so requests. In the event of such request, the item is returned to the general agenda.

**E. MINUTES**

**E.1. \*Platting Board Meeting Minutes from November 17, 2021.**

Documents:

[11\\_17\\_2021\\_PB\\_MINUTES.pdf](#)

**F. NEW BUSINESS**

**F.1. Election of Chair and Vice-Chair**

**F.2. Review and approval of proposed changes to the Platting Board rules presented by Chair Pitney**

**G. EXCUSE FUTURE ABSENCES**

**H. BOARD MEMBERS' COMMENTS/COMMUNICATIONS**

**I. ADJOURNMENT**

FAIRBANKS NORTH STAR BOROUGH  
Platting Board  
November 17, 2021  
6:01 p.m.

A regular meeting of the Platting Board was held Wednesday, November 17, 2021, in the Mona Lisa Drexler Assembly Chambers of the Juanita Helms Administration Center, 907 Terminal Street, Fairbanks, Alaska.

**ROLL CALL**

There were present appearing telephonically and in person:

Steven Brooks	Ginger Orem
Traci Schachle	Michael Kwasinski
Troy Hicks	Jacqueline Morton
Kellie Fritze, Vice-Chair	Randy Pitney, Chair

Comprising a quorum of the Commission, and

Gina Gregg, Research Assistant, Clerk  
David Bredlie, Public Works Director  
Ehren Lohse, Assistant Borough Attorney  
George Stefan, Acting Community Planning Director  
Billy Cardentey, Platting Officer II  
David Ruzicka, Platting Officer II

**MESSAGES**

1. Opening

Chair Pitney pointed out the exits and the bathrooms. Chair Pitney explained the meeting procedure.

2. Chair's Comments

Chair Pitney welcomed Clerk Gregg to the meeting and spoke of a few minor changes to the minutes.

3. Introduction of Staff

George Stefan, Acting Community Planning Director, introduced himself.

**MESSAGES – continued**

Billy Cardentey, Platting Officer II, introduced himself.

David Bredlie, Public Works Director, introduced himself.

David Ruzicka, Platting Officer II, introduced himself.

Ehren Lohse, Assistant Borough Attorney, introduced himself.

4. Communications to the Platting Board

Mr. Stefan shared the December meeting status and reviewed positions and vacancies on the Platting Board.

Chair Pitney asked about the December meeting status and Mr. Stefan stated he believed there would be no need for a December Platting Board meeting.

5.a. Citizen’s Comments on agenda items not scheduled for public hearing.

NONE

5.b. Citizen’s Comments on items other than those appearing on the agenda.

NONE

6. Disclosure & Statement of Conflict of Interest

NONE

**APPROVAL OF AGENDA AND CONSENT AGENDA**

Board Member Brooks wondered if he was allowed to vote on the minutes even though he conflicted out of the only item on the previous agenda. Chair Pitney deferred to Mr. Lohse who stated that Board Member Brooks was allowed to participate.

FRITZE,  
Seconded by KWASINSKI

moved to approve the agenda and consent  
agenda as read.

**APPROVAL OF AGENDA AND CONSENT AGENDA - continued**

VOTE ON MOTION TO APPROVE THE AGENDA AND CONSENT AGENDA AS READ.

Yeses: Orem, Hicks, Morton, Schachle, Kwasinski, Brooks, Fritze, Pitney

Noes: None

MOTION CARRIED 8 Yeses, 0 Noes

**MINUTES**

- 1. \*Platting Board Meeting Minutes from October 20, 2021.

Without objection this measure was read by title and approved under the consent agenda.

**QUASI-JUDICIAL HEARING**

The clerk administered the oath to the assembled.

Billy Cardentey, Platting Officer II, took the oath.

George Stefan, Acting Community Planning Director, took the oath.

David Bredlie, Public Works Director, took the oath.

Jeremy Stark, Stutzmann Engineering Associates, Inc., took the oath.

Judy Cole took the oath.

- 1. RP007-22 Sara’s Place

A request by Stutzmann Engineering Assoc., Inc., on behalf of Michael Warlick, to replat Lot 1, Sara’s Place, Plat No. 2009-27, thereby creating two lots from one; the proposed lots are approximately 1.01 acres and 24,260 SF in size. The property is located within the NE¼ NE¼ Section 17, T.1S., R.1W., FM on 17<sup>th</sup> Avenue and Peger Road.

Mr. Cardentey presented his staff report.

Board Member Brooks asked who maintains the corner rounding. Mr. Cardentey answered that the Alaska Department of Transportation and Public Facilities requested the corner roundings.

**QUASI-JUDICIAL HEARING – continued**

Board Member Brooks asked if there was any response to the Dear Property Owner letters and Mr. Cardentey stated there was not.

Chair Pitney asked how close a neighbor had to be to receive a Dear Property Owner letter. Mr. Cardentey answered the neighbor had to be adjacent to the affected property.

Chair Pitney asked if there were 24 adjacent properties and Mr. Cardentey answered that a condominium was adjacent to the affected property.

Mr. Stark, applicant representative, stated he was available for questions from the Platting Board.

Judy Cole, of Destination North, stated her approval of the corner roundings and her concern that there is not access into the new subdivision.

Mr. Stark stated the changes meet DOT&PF standards and had DOT&PF approval.

Commissioner Brooks asked if the 17<sup>th</sup> Avenue intersection would be modified. Mr. Stark answered that there were no plans at this time, but DOT&PF would have right of way.

Chair Pitney closed public testimony.

FRITZE,  
Seconded by BROOKS

moved to approve RP007-22 Sara’s Place with the amended five conditions, adopting seven findings of fact, and the staff report in support of approval.

Chair Pitney stated he was in favor of the motion but shared concerns of the potential traffic increase’s effect on the speed limit and other regulations.

Commissioner Hicks explained that he was voting in favor of the motion as the replat met Title 17 requirements.

**QUASI-JUDICIAL HEARING – continued**

VOTE ON MOTION TO APPROVE RP007-22 SARA’S PLACE WITH THE AMENDED FIVE CONDITIONS, ADOPTING SEVEN FINDINGS OF FACT, AND THE STAFF REPORT IN SUPPORT OF APPROVAL.

Yeses: Morton, Brooks, Fritze, Orem, Hicks, Schachle, Kwasinski, Pitney

Noes: None

MOTION CARRIED 8 Yeses, 0 Noes

CONDITIONS OF APPROVAL

1. ADOT&PF, The City of Fairbanks, and GVEA shall have a maximum of 30 calendar days to review and comment on the final plat.
2. IGU, GCI, and ACS shall have a maximum of 10 calendar days to review and comment on the final plat.
3. All streets shall be appropriately labeled on the final plat.
4. A plat note shall be added which states, "Any new driveway or modification of an existing driveway off Peger Road shall require a permit from ADOT&PF, prior to construction."
5. Prior to final plat approval the existing driveway onto Peger Road shall be permanently closed and barricaded, and proof of the barricade shall be submitted to ADOT & FNSB. The driveway closure (barriers) shall not be with the ADOT&PF ROW; it shall be at or beyond the ROW line.

FINDINGS OF FACT

1. The proposed Subdivision creates two lots from one lot.
2. The proposed Subdivision relies on 17th Avenue and Peger Road for legal and constructed access.
3. The City of Fairbanks maintains 17th Avenue, a local road.
4. ADOT&PF maintains Peger Road, a roadway classified by FNSB as a Major collector.

## **QUASI-JUDICIAL HEARING – continued**

5. A 66ft wide section line easement corridor exists along the north boundary of the subdivision that intersects with Peger Road.
6. FNSBC 17.56.010(F) prohibits direct lot access onto a major collector. Access to Peger Road through the section line easement is not considered direct lot access since the section line easement is a public ROW. Therefore, it does not constitute a violation under FNSBC 17.56.010(F).
7. The proposed Subdivision is dedicating the corner rounding on 17th Avenue and Peger Road, which is why this request is considered a major plat and not a Quick Plat per FNSBC 17.16.010(C)(3).

## **EXCUSE FUTURE ABSENCES**

Commissioner Morton is unable to attend the January 19, 2021 Platting Board meeting.

Commissioner Schachle is unable to attend the January 19, 2021 Platting Board meeting.

## **COMMISSIONER'S COMMENTS/COMMUNICATIONS**

Commissioner Brooks asked how he would be notified of his reappointment. Chair Pitney stated he would receive a letter.

## **ADJOURNMENT**

There being no further business to come before the Platting Board, the meeting was adjourned at 6:41 p.m.