

KETCHIKAN GATEWAY BOROUGH

Planning Commission/Platting Board Meeting Minutes

6/10/2025

The regular meeting of the Ketchikan Gateway Borough Planning Commission/Platting Board was called to order at 6:00 p.m., Tuesday, June 10, 2025 by Chair Jos Govaars, and the roll was called.

CALL TO ORDER - PLEDGE OF ALLEGIANCE – ROLL CALL

PRESENT: D-SVENSON, GAGE, GOVAARS, GUBATAYAO, MEDFORD, SHAW

ABSENT: ARNOLD

STAFF PRESENT: Planning Director Frank Maloney, Associate Planner Alethea Johnson, and Platting/Zoning Clerk Crystal Vail

SPECIAL ORDERS

none

PRESENTATION OF MINUTES – PC Meeting Minutes of May 13, 2025

M/S: SHAW/GAGE to approve the minutes of the of May 13, 2025 Planning Commission meeting as presented.

With NO OBJECTIONS

MOTION DECLARED CARRIED

CORRESPONDENCE

GUBATAYAO referenced a notice the Planning Commission received from the Borough Clerk about an upcoming appeal hearing. She asked if the planning commission was going to appoint a representative. GOVAARS and Director Maloney responded by stating that the Director typically represents the body and they have the option to appoint a representative as they deem appropriate.

PERSONS TO BE HEARD

none

UNFINISHED BUSINESS/ PUBLIC HEARINGS

Case 25-035 is a request for a major variance to allow existing attached accessory structures to remain and encroach into the required front, rear and side yards; and to allow an attached accessory deck to be constructed and encroach into the required side yard on property located at 615 Pickering Way, City of Ketchikan. -postponed by PC decision on May 13, 2025 until the first meeting in June

Planner Johnson presented information regarding Case 25-035 including a supplemental analysis of the property. The analysis revealed the nonexistence of the encroachment into one side yard because of the lack of evidence that the lots were ever legally platted. A recommendation was presented for an amendment to the resolution to remove all reference to setbacks on the northwest side yard.

Commissioners had no questions for Staff.

PUBLIC COMMENT

None

The previous public hearing on May 13, 2025, which was postponed, introduced Resolution 4513 A for approval.

M/S: SHAW/MEDFORD to amend Resolution 4513 A to remove all reference to setbacks on the northwest side yard.

DISCUSSION

none

Upon roll call the vote on the MOTION to AMEND was:

YES: D-SVENSON, SHAW, GUBATAYAO, GAGE, MEDFORD, GOVAARS

MOTION DECLARED CARRIED

M/S: SHAW/GAGE to adopt Resolution 4513 A – Amended

DISCUSSION

none

Upon roll call the vote on the MOTION was:

YES: MEDFORD, D-SVENSON, GUBATAYAO, GAGE, SHAW, GOVAARS

MOTION DECLARED CARRIED

NEW BUSINESS/PUBLIC HEARINGS

GOVAARS described the procedures for public hearings and appeals of decisions of the Planning Commission/Platting Board. He read that the agenda was published on June 6, 2025, and hereby entered into the record.

Case 25-041 is a request to rezone Lot 158 B1, Manickie Subdivision, Phase 2 from Suburban Residential (RS) zone and Low Density Residential (RL) zone to the RS zone, located at 239 Cranberry Road, Ketchikan Gateway Borough

Planner Johnson presented information on Case 25-041

D-SVENSON asked if the rezone would affect the value of the property. Planner Johnson answered that property value specifics should be answered by another department.

PUBLIC COMMENT

none

M/S: GUBATAYAO/SHAW to adopt Resolution 4517 A

DISCUSSION

none

Upon roll call the vote on the MOTION was:

YES: SHAW, GUBATAYAO, D-SVENSON, MEDFORD, GAGE, GOVAARS

MOTION DECLARED CARRIED

Case 25-042 is a request for a preliminary plat of a phased subdivision to create ten lots and two rights-of-way from Lot 2, USS 2204, Ketchikan Gateway Borough. Filed by Enoch, Elizabeth and Lucas Winrod on May 16, 2025.

Planner Johnson presented information on Case 25-042.

Commissioners had no questions for staff.

PUBLIC COMMENT

None

M/S: GUBATAYAO/SHAW to adopt Resolution 4517 A.

DISCUSSION

D-SVENSON commented on her support of the design of the subdivision.

Upon roll call the vote on the MOTION was:

YES: GUBATAYAO, MEDFORD, D-SVENSON, GAGE, SHAW, GOVAARS

MOTION DECLARED CARRIED

Case 25-043 is a request for a preliminary plat to adjust the property boundaries of Lots 7, 8, 9, 10, 11 and 12, Block 1, Trust Land Survey 2022-3, Berry Patch Subdivision, Ketchikan Gateway Borough. Filed by Alaska Mental Health Trust Authority, Melinda Brewster Grieg and Peter Sinnott on May 16, 2025.

Planner Johnson presented information on Case 25-043.

Commissioners had no questions for staff.

PUBLIC COMMENT

None

M/S: SHAW/GAGE to adopt Resolution 4519 A

DISCUSSION

none

Upon roll call the vote on the MOTION was:

YES: MEDFORD, D-SVENSON, GAGE, GUBATAYAO, SHAW, GOVAARS

MOTION DECLARED CARRIED

Case 25-044 is a request for a preliminary plat to create one lot from Lots C 2 and D 2, Block 9, USS 1381, City of Ketchikan, with a variance to create a substandard lot in the Medium Density Residential (RM) zone. Filed by Julie and Damien Lawrence on May 16, 2025.

Planner Johnson presented information on Case 25-044.

D-SVENSON asked if this action would bring their property into total compliance. Planner Johnson answered that it would bring the property, existing structures and the proposed structures into zoning compliance.

PUBLIC COMMENT

None

M/S: MEDFORD/SHAW to adopt Resolution 4520 A

DISCUSSION

None

Upon roll call the vote on the MOTION was:

YES: SHAW, GUBATAYAO, D-SVENSON, MEDFORD, GAGE, GOVAARS

MOTION DECLARED CARRIED

Case 25-045 is a request for a preliminary right-of-way plat to dedicate a section of Shelter Cove Road right-of-way, encompassing 5,116 ± acres adjacent to Leask Cove at the north end of George Inlet; filed by the Alaska Mental Health Trust Authority on May 16, 2025.

Planner Johnson presented information on Case 25-045.

GOVAARS asked about any suggested plat corrections, Planner Johnson answered they were minor corrections regarding the vicinity map.

PUBLIC COMMENT

none

M/S: SHAW/D-SVENSON to adopt Resolution 4521 A

DISCUSSION
none

Upon roll call the vote on the MOTION was:

YES: D-SVENSON, MEDFORD, GAGE, GUBATAYAO, SHAW, GOVAARS

MOTION DECLARED CARRIED

CONSENT AGENDA
None

REGULAR BUSINESS
None

REMARKS

DIRECTOR'S REPORT

Director Maloney reported on the following subjects:

- Case 25-030 and Case 25-031, were appealed to the Board of Adjustment
- Case 25-019 appeal, the Board of Adjustment upheld the Planning Commission decision
- Associate Planner Talya Stek is now the department's certified Flood Plain Manager.
- Comprehensive Plan draft will be available for feedback soon. The process of making comments on the draft will include soliciting feedback from Borough management and planning staff, the comprehensive plan working group, Planning Commissioners and the public. A public open house is anticipated during the last half of July.

COMMISSIONERS' COMMENTS

GUBATAYAO commented that she would like to make sure the comprehensive plan addresses landslide concerns. Director Maloney responded that feedback from the parties who deal with landslides will be gathered and considered before it is presented to the commission.

MEDFORD commented that he likes it when lots that are not in compliance are cleaned up.

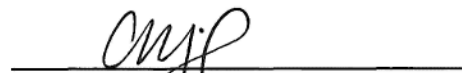
ADJOURNMENT

M/S: D-SVENSON/SHAW moved to adjourn.

With no objection, the meeting was adjourned at 6:50 p.m.



Jos Govaars, Chair
Planning Commission/Platting Board



Crystal Vail, Platting/ Zoning Clerk
Planning Commission/Platting Board