

KETCHIKAN GATEWAY BOROUGH

Planning Commission/Platting Board Meeting Minutes

4/9/2024

The regular meeting of the Ketchikan Gateway Borough Planning Commission/Platting Board was called to order at 6:00 p.m., Tuesday, April 9, 2024, by Chair Michael Martin, and the roll was called.

CALL TO ORDER - PLEDGE OF ALLEGIANCE — ROLL CALL

PRESENT: Michael Medford, Diane Gubatayao, Jos Govaars, Michael Martin, Robb Arnold, and Darlene Dollimont-Svenson (D-Svenson)

ABSENT: Trevor Shaw

STAFF PRESENT: Planning Director Frank Maloney, Associate Planner Talya Stek, Assistant Planner Alethea Johnson, Planning Tech Katelyn Pattison

PRESENTATION OF MINUTES — Meeting Minutes of March 12, 2024

M/S Name/Name to approve the Meeting Minutes of March 12, 2024, as presented.

Upon roll call the vote on the MOTION was:

YES: Govaars, D-Svenson, Martin, Medford, Arnold, and Gubatayao.

MOTION DECLARED CARRIED

SPECIAL ORDERS

CORRESPONDENCE Amendment placed on the table.

PERSONS TO BE HEARD

UNFINISHED BUSINESS/ PUBLIC HEARINGS - None

NEW BUSINESS/PUBLIC HEARINGS

Chair Martin described the procedures for public hearings and appeals of decisions of the Planning Commission/Platting Board. He then read the agenda published on April 4, 2024 into the record.

Case 24-006 is a request for a major variance to allow a residence to be constructed into the front, rear and side yard setbacks on Lot 9, USS 1923, KR D; located at the southeast intersection of Bucka Lane and Williams Road, Ketchikan Gateway Borough.

The applicant addressed the Planning Commission and gave details on the encumbrances on the property and their history with owning it.

Commissioner D-Svenson asked about the applicant's prior knowledge of conditions when the lot was purchased.

The applicant responded that they were aware of some but not all the challenges.

Commissioner Gubatayao addressed a comment made by a neighbor about a potential business being run out of the residence.

The applicant clarified that no business will be ran out of this new construction.

Commissioner D-Svenson expressed concern about inconvenience to neighbors, the road conditions, and emergency services.

Acting Clerk Stek called point of order to refocus to clarifying questions.

The applicant responded to D-Svenson's concerns and that they are doing their best to minimize impacts.

Planner Johnson returned to the podium to answer questions from the Commissioners. M/S

Govaars/Medford to adopt resolution 4458A

M/S Govaars/Gubatayao to amend resolution 4458A to change the distances of the variance as follows:

Up to 10.4 feet into the required 15-foot north front yard setback.

Up to 10 feet into the required 20-foot rear yard setback.

Up to five feet into the required 15-foot south side yard setback.

Upon roll call the vote on the AMENDMENT:

YES: Medford, Govaars, Arnold, Gubatayao, and Martin.

NO: D-Svenson

MOTION DECLARED CARRIED

Upon roll call the vote on the AMENDED MAIN MOTION:

YES: Govaars, Medford, Arnold, Gubatayao, and Martin.

NO: D-Svenson

MOTION DECLARED CARRIED

Case 24-010 is request for a preliminary plat to create four lots from Lot 1-A, SCI Replat, Ketchikan Recording District, located at 4085 Tongass Ave, City of Ketchikan.

M/S D-Svenson/Gubatayao to adopt resolution 4460A

Upon roll call the vote on the MOTION:

YES: Arnold, Govaars, D-Svenson, Medford, Gubatayao, and Martin.

MOTION DECLARED CARRIED

Case 24-011 is a request for a rezone of Lots 1, 2, and 3 of a proposed subdivision of Lot 1-A, SCI Replat, Ketchikan Recording District, located at 4085 Tongass Ave, City of Ketchikan.

M/S D-Svenson/Gubatayao to adopt resolution 4461A.

Upon roll call the vote on the MOTION:

YES: Medford, Govaars, D-Svenson, Arnold, Gubatayao and Martin.

MOTION DECLARED CARRIED

Case 24-012 is a request to renew a conditional use permit to allow three (3) mobile food vendors to operate at 416/421 Dock Street, City of Ketchikan.

M/S Govaars/Medford to adopt resolution 4462A

Upon roll call the vote on the MOTION:

Yes: Gubatayao, D-Svenson, Arnold, Medford, Govaars, and Martin.

MOTION DECLARED CARRIED

Case 24-013 is a request to renew a conditional use permit to allow a mobile food vendor use on the property located at 3801 Tongass Ave, City of Ketchikan.

M/S Govaars/Gubatayao to adopt resolution 4463A

Upon roll call the vote on the MOTION:

Yes: Gubatayao, Arnold, Medford, Govaars, D-Svenson, and Martin.

MOTION DECLARED CARRIED

Case 24-014 is a request for a major variance to allow a deck and stairs on the front of the residence to be constructed and encroach into the front yard setback on Lot 7A, Incirams Addition, USMS 769, located at 1160 Park Avenue, City of Ketchikan.

M/S Gubatayao/Govaars to adopt resolution 4464A

Upon roll call the vote on the MOTION:

Yes: Govaars, Medford, D-Svenson, Arnold, Gubatayao, and Martin.

MOTION DECLARED CARRIED

CONSENT AGENDA - None

REGULAR BUSINESS

REMARKS

DIRECTOR'S REPORT

- Staff look into extending CUP duration or other options
- Director met with KVB and city in hopes of collaborating on Tourism Strategy
- Budget got approved for Comp plan, Future Land Use Map is out of date, potential for reassessment

Gubatayao suggested drafting resolution in support of updated Comp Plan and Future land use map. D-Svenson was in agreement.

- Assembly put lots by Bunchberry on the market.
- Assembly directed staff to look into DADU/ADU grant program.

Martin excited about the grant program and Comp plan updates.

COMMISSIONERS' COMMENTS

Gubatayao compliments staff for hard work.
Medford agrees and complimented the packet.
Martin thanked everyone.

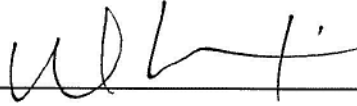
ADJOURNMENT

M/S Gubatayao/Govaars moved to adjourn.

With no objection, the meeting was adjourned at 7:17 p.m.



Talya Stek, Acting Platting/ Zoning Clerk
Planning Commission/Platting Board



Michael Martin, Chair
Planning Commission/Platting Board