

KETCHIKAN GATEWAY BOROUGH

Planning Commission/Platting Board Meeting Minutes

10/10/2023

The regular meeting of the Ketchikan Gateway Borough Planning Commission/Platting Board was called to order at 6:00 p.m., Tuesday, October 10, 2023, by Chair Sharli Arntzen, and the roll was called.

CALL TO ORDER - PLEDGE OF ALLEGIANCE – ROLL CALL

PRESENT: Sharli Arntzen, Michael Medford, Jacquie Meck, and Jos Govaars

ABSENT: Michael Martin, Joseph Mainardi, and Robb Arnold

STAFF PRESENT: Assistant Planner Alethea Johnson, Associate Planner Talya Stek, and Platting/Zoning Clerk Jeremy Weber

PRESENTATION OF MINUTES – Meeting Minutes of September 12, 2023

M/S Govaars/Medford to approve the Meeting Minutes of September 12, 2023, as presented.

Upon roll call the vote on the MOTION was:

YES: Arntzen, Medford, Govaars, and Meck

MOTION DECLARED CARRIED

SPECIAL ORDERS - None

CORRESPONDENCE

- 1 Correspondence related to non-objection to Case 23-055 from City of Ketchikan Public Works
- 2 Correspondence to Withdraw Case 23-054

PERSONS TO BE HEARD

UNFINISHED BUSINESS/ PUBLIC HEARINGS - None

NEW BUSINESS/PUBLIC HEARINGS

Chair Arntzen described the procedures for public hearings and appeals of decisions of the Planning Commission/Platting Board. She then read the agenda published on October 6, 2023, into the record.

Case 23-054 is a request for a preliminary plat to create three lots from Lot 158B, Manickie Subdivision and Lot 151, USS 3155; located at 239 and 245 Cranberry Road, Ketchikan Gateway Borough. Filed by Charlotte Nygren on September 15, 2023

CASE WITHDRAWN BY APPLICANT

Case 23-055 is a request for a parking variance to allow a multi-family group housing development and social services office use without providing the required off-street parking spaces for the housing use on Lot F, Block 1 of the Heath Addition to the City of Ketchikan; located at 2334 Tongass Avenue, City of Ketchikan.

Planner Stek summarized the written staff report, in which staff recommended approval.

- The applicant planned to develop a permanent supportive facility to house chronically homeless people. A parking variance was required because there were insufficient parking spaces on the site.

Richard Harney, Planner for Ketchikan Indian Community asserted that KIC needed a variance for 21 parking spaces rather than the 20 stated by staff in their analysis. Mr. Harney requested that the resolution be amended to address the need.

Mr. Harney stated for Chair Arntzen that KIC had contemplated a parking garage below the group housing; however, the expense of the parking garage was significant, and it was unlikely that the chronically homeless would require parking spaces.

Mr. Harney further clarified that the property contained eight off-street parking spaces, not nine spaces as calculated by staff in the analysis. Since the office space of 3,000 square feet would require nine off-street parking spaces, a variance for one additional space was requested.

Mr. Harney stated for Commissioner Govaars that KIC did not typically sell developed properties due to the grant funding used for development.

Commissioner Govaars asked if the applicant could rezone the property to the PLI zoning. Planner Johnson responded that the PLI zone was intended for public uses operated by the government. She further explained that a rezone was unnecessary because the use was allowed in the current CG zone.

Hearing no additional public testimony, Chair Arntzen declared the public hearing closed.

M/S Medford/Meck to adopt resolution 4446A.

M/S Medford/Govaars to amend resolution 4446A to state “request for a parking variance to allow a multifamily group housing development and social services office use without providing the required 21 off-street parking spaces”.

Upon roll call the vote on the MOTION to amend resolution 4446A:

YES: Arntzen, Medford, Govaars, and Meck

Upon roll call the vote on the MOTION to approve resolution 4446A as Amended:

YES: Arntzen, Medford, Govaars, and Meck

MOTION DECLARED CARRIED

CONSENT AGENDA

REGULAR BUSINESS

Marijuana Control Board Proposed Regulation Change for Packaging by Product Manufacturing Facilities

The Planning Commission chose not to comment on the proposed changes.

REMARKS

DIRECTOR'S REPORT

Planner Johnson stated for the Commission that Borough Assistant Manager Cynna Gubatayao would be acting as the interim Planning Director longer than expected. She encouraged the Commission to call or stop by the department if they had any questions.

COMMISSIONERS' COMMENTS

Chair Arntzen had been elected to the Ketchikan Gateway Borough and thanked the Commissioners for her time on the Planning Commission.

Commissioner Govaars thanked Chair Arntzen for her decorum during her tenure.

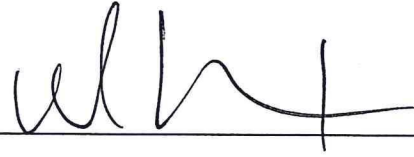
ADJOURNMENT

M/S Govaars/Medford moved to adjourn.

With no objection, the meeting was adjourned at 6:42 p.m.



Jeremy Weber, Platting/ Zoning Clerk
Planning Commission/Platting Board



Michael Martin, Chair
Planning Commission/Platting Board