

**KETCHIKAN GATEWAY BOROUGH**

**Planning Commission/Platting Board Meeting Minutes**

**9/13/2022**

The regular meeting of the Ketchikan Gateway Borough Planning Commission/Platting Board was called to order at 6:00 p.m., Tuesday, September 13, 2022, by Chair Sharli Arntzen and the roll was called.

**CALL TO ORDER - PLEDGE OF ALLEGIANCE – ROLL CALL**

**PRESENT:** Jacquie Meck, Michael Martin, Sharli Arntzen, Jos Govaars and Joseph Mainardi (arrived at 6:35 p.m.)

**ABSENT:** Michael Medford

**STAFF PRESENT:** Director Richard Harney, Planner Jonathan Lappin, Planner Alethea Johnson, and Platting/ Zoning Clerk Jeremy Weber

**PRESENTATION OF MINUTES – Meeting Minutes of August 9, 2022**

M/S Meck/Martin to approve the Meeting Minutes of August 9, 2022 as presented.

Upon roll call the vote on the MOTION was:

**YES:** Govaars, Meck, Martin and Arntzen

**MOTION DECLARED CARRIED**

**SPECIAL ORDERS – None**

**CORRESPONDENCE – Chair Arntzen acknowledged the following correspondence items on the table:**

1. Correspondence from Caleb McCamy opposed to Case 22-056
2. Correspondence from Margorie McCamy opposed to Case 22-056
3. Correspondence from City of Ketchikan Public Works Director Mark Hilson confirmed installation of utilities related to the final plat for 21-014.

**PERSONS TO BE HEARD – None**

**UNFINISHED BUSINESS/ PUBLIC HEARINGS - None**

**NEW BUSINESS/PUBLIC HEARINGS**

Sharli Arntzen described the procedures for public hearings and appeals of decisions of the Planning Commission/Platting Board. She then read the agenda published on September 9, 2022, into the record.

Case 22-055 is a request to rezone Lot 8A USS 2635, KRD from Low Density Residential to Medium Density Residential; located at 914 Nordstrom Drive, City of Ketchikan.(Resolution 4388)

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

- The applicant sought the rezone to reduce the minimum lot size and create the possibility to subdivide the parcel so their children can build homes on the new lots.

Applicant Patricia Hiatt was not in attendance.

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

M/S Govaars/Martin to adopt Resolution 4388 A

Upon roll call the vote on Resolution 4388 A was:

YES: Govaars, Meck, Martin and Arntzen

MOTION DECLARED CARRIED

Case 22-056 was a request for a preliminary plat to create 24 lots from lots 96 and 123B, USS 3157, KRD; located at the 100 Block of Bunchberry Lane and the 900 Block of South Point Higgins Road, Ketchikan Gateway Borough; Filed by Alaska Mental Health Trust Authority on August 12, 2022.(Resolution 4389)

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

- The applicant sought to create 24 lots from the existing 2 lots for future land sales.

Planner Johnson stated for Commissioner Govaars that all surrounding rights-of-way were State of Alaska right-of-way.

Chandler Long, representing the Mental Health Trust, was in attendance. She began with an overview of the Trust and its mission as guided by state law. She added that the proposed subdivision would provide hundreds of thousands of dollars funding for Mental Health services in the state of Alaska.

Director Harney stated for Commissioner Govaars that South Point Higgins Beach was owned by the Ketchikan Gateway Borough.

Robert Reeck spoke in opposition to the planned subdivision. Mr. Reeck pointed out that there was a bald eagle's nest on one of the parcels. In addition, he said he would like to see larger lots in the subdivision.

Sonya Alvarez spoke in opposition to the planned subdivision. She said she felt that the subdivision would degrade the feel of the South Point Higgins area. She also said she would like the lots to be larger with fewer aprons onto the roads and suggested that the applicant should dedicate a right-of-way on the plat for access to some of the lots.

***Joseph Mainardi arrived at the meeting at 6:35 PM.***

Tyler Jackson spoke in opposition to the planned subdivision. He requested that a wooded buffer be placed next to his property boundary to protect privacy because his driveway extended along the lot line.

Jill Jacob spoke in opposition to the planned subdivision. She suggested that the Borough purchase the property and then subdivide it after considering the concerns of neighboring property owners.

Frank Jacob spoke in opposition to the planned subdivision.

Jill Reeck spoke in opposition to the planned subdivision. She stated that the average size of lots in the area were nearly double the size of the proposed lot sizes.

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

Planner Johnson clarified for Chair Arntzen that the South Point Higgins area had varying lots sizes with some being substandard. She added that the Borough had not received any comments from the State of Alaska Department of Transportation and Public Facilities (ADOT&PF), but comments were expected from their office after they reviewed potential traffic impacts on the existing rights-of-way.

Buku Saliz, surveyor for Mental Health Trust, said he was not aware of an existing eagle nest on the property.

Mrs. Long expressed her appreciation for the comments from individuals. She added that the timeline for the land sale would likely be fall of 2023 in accordance with their annual lot sales.

M/S Martin/Govaars to adopt Resolution 4389 A

Planner Johnson stated for Commissioner Mainardi that the nearest bus stop was likely Tongass Highway. Commissioner Mainardi said he did not see how this development fit with work force housing since it was so far out in the Borough.

Commissioner Govaars noted that the average parcel in the proposed subdivision, excluding the flag lots, was 18,000 square feet; however, if he was the developer, he would probably try to make the average size closer to 15,000 square feet. He added that there were very limited parcels of land that were relatively easy to develop throughout the Borough. He also stated that any development was better than no development and that typically there was a trickle up effect in housing as families can afford more over time.

Commissioner Meck agreed with Commissioner Govaars; however, she felt that the subdivision needed further review.

Commissioner Mainardi was hesitant since the Commission had not heard from ADOT.

Commissioner Govaars recalled a recent case of which a garage encroaching into the right-of-way that the DOT never commented on.

Commissioner Martin thought all the comments were valid, but there were few parcels of land that were readily available for development. He also felt there were enough mechanisms in place to protect water sheds, eagle nest and right-of-way issues.

Chair Arntzen stated that her biggest concern was lack of comments from ADOT&PF.

Planner Johnson clarified for Chair Arntzen that the Borough typically only gets involved in road design and standards when new roads are created by the platting action.

Commissioner Govaars noted that the Mental Health Trust held their yearly land auction in September. He would not like to see this paused since the plat would be reviewed by the Planning Commission when the final plat was ready.

~~Commissioner Mainardi did not feel the commission had the right to hold up the platting action since it met the requirements of development.~~

Upon roll call the vote on the MOTION was:

YES: Govaars, Martin, Meck, and Arntzen

NO: Mainardi

MOTION DECLARED CARRIED

Case 22-057 was a request for a variance to allow an existing carport to remain and encroach into the front and side yard setbacks on lot 8, Block 16, Heath Addition, USS

1229, KRD; located at 2535 Fourth Ave, City of Ketchikan.(Resolution 4390)

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

- The purpose of the requested is to bring the existing carport into zoning compliance.

Planner Johnson confirmed for Commissioner Martin that there were no comments from neighboring property owners.

Applicant Michael Vong was not in attendance.

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

M/S Marinardi/ Meck to adopt Resolution 4390 A

Upon roll call the vote on the MOTION was:

YES: Govaars, Mainardi, Medford, Meck and Arntzen

MOTION DECLARED CARRIED

Case 22-060 Code Amendment creating a permitting process for vacation rentals and to modernize KGB 18.15.030 Nonconforming uses and structures.(Resolution 4391)

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

- The purpose of the Code Amendment was to create a permitting process for vacation rentals and to modernize KGB 18.15.030 Nonconforming uses and structures

Planner Lappin stated for Commissioner Mainardi that vacation rentals were a fairly common issues throughout the country. Since the Borough was unsure if there was an issue with them in Ketchikan, a permitting process was necessary for getting accurate numbers.

Director Harney stated there were numerous studies nationwide in regard to vacation rentals and affordable housing; however, the Borough was unsure of their current impacts in the community.

Planner Lappin stated for Commissioner Martin that, with the new permitting process, taxes would likely be tracked.

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

M/S Govaars/Martin to adopt Resolution 4391 A forwarding to the Borough Assembly with the recommendation of approval.

Upon roll call the vote on MOTION was:

YES: Govaars, Martin, Mainardi, Meck and Arntzen

MOTION DECLARED CARRIED

### CONSENT AGENDA

Request for a Final Plat of Rosemary Loop Subdivision, Phase 1; located at 1080 Rosemary Loop, City of Ketchikan. (Case 21-014)

M/S Govaars/Martin to adopt the consent agenda

Upon roll call the vote on MOTION was:

YES: Govaars, Martin, Mainardi, Meck and Arntzen

MOTION DECLARED CARRIED

### REGULAR BUSINESS - None

### REMARKS

### DIRECTOR'S REPORT


- Code and Planning disbandment
- Parks Master Planning Awarded to Corvus Design
- Bus Update

### COMMISSIONERS' COMMENTS - None

### ADJOURNMENT

M/S Martin/ moved to adjourn.

With no objection, the meeting adjourned at 8:04 p.m.



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



Shari Arntzen, Chair  
Planning Commission/Platting Board -