

KETCHIKAN GATEWAY BOROUGH

Planning Commission/Platting Board Meeting Minutes

1/11/2022

The regular meeting of the Ketchikan Gateway Borough Planning Commission/Platting Board was called to order at 6:00 p.m., Tuesday, January 11, 2022, by Chair Sharli Arntzen, and the roll was called.

CALL TO ORDER - PLEDGE OF ALLEGIANCE – ROLL CALL

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

ABSENT: Michael Martin

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

PRESENTATION OF MINUTES - Meeting Minutes of December 14, 2021

M/S Govaars/Mainardi to approve the Meeting Minutes of December 14, 2021, as presented.

Upon roll call the vote on the MOTION was:

YES: Arntzen, Govaars, Mainardi, Medford, and Meck

MOTION DECLARED CARRIED

SPECIAL ORDERS – None

CORRESPONDENCE

1. Rezone synopsis of rezone request for Deborah Matthews

PERSONS TO BE HEARD

1. Joe Stevens sought to gain local support for the construction of an airport along Revilla Road.

UNFINISHED BUSINESS/ PUBLIC HEARINGS

Case 21-060 is a request for a major variance to allow a shipping container to remain and encroach into the rear and side yard setbacks on Lot 17, Block 7, ASLS 79-243 KRD; located on the 8500 Block of Loon Avenue, Ketchikan Gateway Borough.(Resolution 4338 A)

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

- The applicant sought to continue using a shipping container for enclosed storage after completing construction of their new residence.
- Due to topographical constraints, the northwest corner of the lot is the most practical location for a detached accessory storage building adjacent to the residence.

Applicant Jeff Owings spoke about the long term intended uses of the shipping container along with putting siding and a roof on the structure to make it more aesthetically pleasing.

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

M/S Martin/Meck to adopt resolution 4338 A, approving the request

M/S Govaars/Meck to amend resolution 4338 A to include:

1. The variance shall be limited to the existing shipping container identified as NY KU 6339496.
2. Additions to the container are limited to the existing 8' x 8' awning, a roof and siding
3. Roof overhangs shall not exceed 12 inches.

Upon roll call the vote on the MOTION to amend resolution 4338 A was:

YES: Arntzen, Govaars, Mainardi, Medford, and Meck

Upon roll call the vote on the MOTION on Resolution 4338 A Amended was:

YES: Arntzen, Govaars, Mainardi, Medford, and Meck

MOTION DECLARED CARRIED

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 January 7, 2022, into the record.

Case 22-001 is a request for a major variance to allow an attached accessory deck to remain and encroach into the rear and west side yard setbacks on Lot 21, Treetops Addition to Highlands Subdivision, KRD; located at 870 Miller Ridge Road, City of Ketchikan.(Resolution 4341)

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

- The existing deck was built by a previous owner with a variance; however, the structure was not built according to the approved site plan.
- The purpose of this requested variance is to bring the deck into compliance with the zoning code.

Applicant Colby Finch was in attendance.

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

M/S Govaars/Mainardi to adopt Resolution 4336 A, approving the request

Upon roll call the vote on the MOTION was:

YES: Arntzen, Govaars, Mainardi, Medford, and Meck

MOTION DECLARED CARRIED

Withdrawn by Applicant - Case 22-002 is a request for a major variance to allow a detached accessory shed to remain and encroach into the southwest and southeast side yard setbacks on Lot 100-B, a subdivision of Lot 100, USS 3022, KRD; located at 14083 North Tongass Highway, Ketchikan Gateway Borough.

Case 22-003 is a request for a one-year conditional use permit to allow three (3) mobile food vendors to operate on Lots 16A, 16B, and 17, USS 437 KRD; located at 419/421 Dock Street, City of Ketchikan.(Resolution 4343)

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

- The applicant would like to allow three (3) food truck or other mobile food vendors to operate on designated areas of their property for more than two hours on any given day.

Applicant Amber Adams stated for the Commission that at the grand opening they would only provide port-a-potties for vendors and not customers.

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

M/S Mainardi/Govaars to adopt resolution 4343 A, approving the request

Commissioner Govaars stated that currently his only hang up for mobile food vendors was the unavailability of public restrooms.

Chair Arntzen stated that she would like to see public restrooms; however, she understood that it was part of the process in building a business.

Upon roll call the vote on the MOTION was:

YES: Arntzen, Govaars, Mainardi, Medford, and Meck

MOTION DECLARED CARRIED

Case 22-004 is a request for a one-year conditional use permit to allow one (1) mobile food vendor to operate on Lot 13, Block 28, USS 437 KR D; located on 300 Block of Stedman Street, City of Ketchikan. (Resolution 4344)

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

- The applicant would like to allow one (1) food truck or other mobile food vendor to operate one at a time on a designated area of the property for more than two hours on any given day.

Applicant's Representative Rebecca Thelen was in attendance.

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

M/S Govaars/Mainardi to adopt resolution 4344A, approving the request

Commissioner Mainardi was a little concerned by the condition regarding complaints, he questioned how many complaints would trigger the condition.

Rebecca Thelen stated for the record that starting a business in the city was hard enough and regarding Commissioner Govaars's statement, a restroom requirement for mobile food vendors would be a large financial burden.

M/S Mainardi/Govaars to amend resolution to include the following as condition 3:

3. If the generator causes one or more complaints by neighboring residents or property owners, the mobile food vendor shall be required connect to public electrical service.

Upon roll call the vote on the MOTION to amend resolution 4344 A:

YES: Arntzen, Govaars, Mainardi, Medford, and Meck

Upon roll call the vote on the MOTION for Resolution 4344 A Amended:

YES: Arntzen, Govaars, Mainardi, Medford, and Meck

MOTION DECLARED CARRIED

CONSENT AGENDA

- Design review for a non-residential subdivision: Case 21-040 The Boehm Subdivision, abbreviated plat (ADMIN)
- Request for approval of the realignment of a 10'-wide Public Utility Easement dedicated on Lot 1, Emerald Forest Subdivision, Phase II, Plat No. 2011-30, Ketchikan Recording District.

M/S Mainardi/Meck to approve the consent agenda as presented.

Upon roll call the vote on the MOTION was:

YES: Arntzen, Govaars, Mainardi, Medford, and Meck

MOTION DECLARED CARRIED

REGULAR BUSINESS - None

REMARKS

DIRECTOR'S REPORT

- Roadless Rule
- Build Back Better Regional Challenge
- Cruise Calendar for 2022
- Policy Papers for the Borough will be submitted to legislators

Rezone request post planning commission recommendation. Staff is recommending supplementing each rezone request with the Planning Commission's insight into their decision-making process.

COMMISSIONERS' COMMENTS

Commissioner Govaars was happy that sea otter management was included in the policy papers.

Commissioner Medford felt the supplement for the Assembly regarding rezones was a good idea.

Chair Arntzen would not be in attendance for the March meeting and gave appreciation to staff.

ADJOURNMENT

M/S Govaars/Mainardi moved to adjourn.

With no objection, the meeting adjourned at 7:03 p.m.



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



Sharli Arntzen, Chair
Planning Commission/Platting Board