

KETCHIKAN GATEWAY BOROUGH

Planning Commission/Platting Board Meeting Minutes

12/13/2022

The regular meeting of the Ketchikan Gateway Borough Planning Commission/Platting Board was called to order at 6:16 p.m., Tuesday, December 13, 2022, by Chair Sharli Arntzen and the roll was called.

CALL TO ORDER - PLEDGE OF ALLEGIANCE – ROLL CALL

PRESENT: Michael Medford, Michael Martin, Sharli Arntzen, Robb Arnold and Jos Govaars

ABSENT: Jacquie Meck, and Joseph Mainardi

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

PRESENTATION OF MINUTES – Meeting Minutes of November 8, 2022

M/S Martin/Govaars to approve the Meeting Minutes of November 8, 2022 as presented.

Upon roll call the vote on the MOTION was:

YES: Govaars, Arnold, Medford, Martin, and Arntzen

MOTION DECLARED CARRIED

SPECIAL ORDERS

Swore in Robb Arnold to fill the vacant City seat on the Planning Commission

M/S Govaars/Martin to postpone the appointment to the Ketchikan Historic Commission to January 10, 2023 Planning Commission Meeting.

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

1. Correspondence from Darlene (Stensland) Miller in favor of Case 22-075.
2. Correspondence from Peter Neville Johnson in regard to Case 22-075.
3. Correspondence from Scot Menzies no objection to Case 22-074.
4. Correspondence from Planning Staff in regard to pecuniary hardships.
5. Correspondence from White Rock Development request to extend preliminary plat for Case 20-076.

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 December 9, 2022, into the record.

Case 22-071 is a request for preliminary plat to realign an unnamed right-of-way; alter Lot 1A, Block 1, Lot 1A, Block 2, and Lot 1A Block 3, U.S. Survey 1754; and record the vacation of right-of-way approved by Final Order Resolution No. 4078 A Amended; located at 7628 North Tongass Highway, Ketchikan Gateway Borough. Filed by Ray Perin on November 11, 2022.(Resolution 4401)

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

- The vacation of right-of-way was approved on July 11, 2017; however, the plat expired before it could be recorded.
- The applicant requested a new preliminary plat to complete the realignment of the right-of-way and alteration of their lots.

Applicant Ray Perin was in attendance.

Planner Johnson stated for Chair Arntzen that the previously approved plat included an easement for a turnaround for emergency services.

Mr. Perin stated that the turnaround was overlooked when talking with the new surveyor. Also, the reason for realigning the right-of-way was to improve access to the large parcel behind the subject lot.

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

M/S Medford/Martin to adopt Resolution 4401 A

Upon roll call the vote on Resolution 4401 A was:

YES: Govaars, Arnold, Medford, Martin, and Arntzen

MOTION DECLARED CARRIED

Case 22-073 is a request for a one-year conditional use permit to allow a mobile food vender use on Lot 18A USS 437, as depicted on Plat 85-26, KR D; located at 1006/1010

Water Street, City of Ketchikan. (Resolution 4402)

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

- The applicant sought to renew their existing conditional use permit to allow a mobile food vendor to operate on a portion of their property for more than two hours on any given day.

Planner Johnson stated for Chair Arntzen that a condition was included requiring an as-built survey of the subject property within three months of approval because one was never supplied after the coffee shop was constructed.

The applicant was not in attendance.

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

M/S Govaars/Martin to adopt Resolution 4402 A

Planner Johnson stated that if the applicant needed more than three months to supply an as-built to the Planning Department they could request an extension.

Upon roll call the vote on the MOTION was:

YES: Govaars, Arnold, Medford, Martin, and Arntzen

MOTION DECLARED CARRIED

Case 22-074 is a request for a one-year conditional use permit to allow a mobile food vender use on Lot O-2, USS 2606 KRD as depicted on Plat 2000-23; located at 9809 Totem Bight Road, Ketchikan Gateway Borough.(Resolution 4403)

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

- The applicant sought to renew their existing conditional use permit to allow a mobile food vendor to operate on a portion of their property for more than two hours on any given day.

The applicant was not in attendance.

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

M/S Martin/Medford to adopt Resolution 4403 A

Upon roll call the vote on the MOTION was:

YES: Govaars, Arnold, Medford, Martin, and Arntzen

MOTION DECLARED CARRIED

CONSENT AGENDA

Ratification of action items from the November 8, 2022 Planning Commission Meeting

M/S Martin/Medford to adopt the consent agenda

Upon roll call the vote on MOTION was:

YES: Govaars, Arnold, Medford, Martin, and Arntzen

MOTION DECLARED CARRIED

REGULAR BUSINESS

Local Concurrence on Paving Restriping and other maintenance on Tongass Avenue.

M/S Medford/Martin to postpone the local concurrence to January 10, 2023

Upon roll call the vote on MOTION was:

YES: Govaars, Arnold, Medford, Martin, and Arntzen

MOTION DECLARED CARRIED

M/S Medford/Martin to move into a Work Session

Worksession: Proposal for a Clam Cove Roadway

The proposal was to construct a right-of-way from the end of the Gravina Highway and connect to Stensland Road in Clam Cove on Gravina Island.

Attorney Clay Keene stated he was only in attendance to answer questions. He explained that the intent for the road was for the development of a 5-acre parcel abutting Borough property.

The Commission had concerns about environmental impacts and responsibility for maintenance. The Commission was open to just creating a one lane road to deter excess traffic.

M/S Medford/Martin to move out of Work Session

Four hands direction was given to have an environmental study, road standards, public

noticing, and maintenance looked at prior to any decisions.

MOTION DECLARED CARRIED

Request for a 12-month extension of approval for a preliminary plat to create 7 lots from Lot 4A, White Rock Estates Subdivision, Phase II, located on the west side of Marble Lane, Ketchikan Gateway Borough (Case 20-076). Approved on January 12, 2021 by Resolution 4289A.

M/S Medford/Martin to approve a 12-month extension for their final plat.

Upon roll call the vote on MOTION was:

YES: Govaars, Arnold, Medford, Martin, and Arntzen

MOTION DECLARED CARRIED

REMARKS

DIRECTOR'S REPORT

COMMISSIONERS' COMMENTS

Chair Arntzen welcomed Robb Arnold to the Commission.

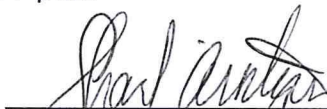
ADJOURNMENT

M/S Martin/Govaars moved to adjourn.

With no objection, the meeting adjourned at 7:07 p.m.



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



Shari Arntzen, Chair
Planning Commission/Platting Board -