

KETCHIKAN GATEWAY BOROUGH

**Planning Commission/Platting Board Meeting Minutes**

**8/10/2021**

The regular meeting of the Ketchikan Gateway Borough Planning Commission/Platting Board was called to order at 6:00 p.m., Tuesday, August 10, 2021, by Chair Sharli Arntzen, and the roll was called.

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

PRESENT: Sharli Arntzen, Jacquie Meck, Jos Govaars, Joseph Mainardi, 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 July 13, 2021**

M/S Govaars/Mainardi to approve the Meeting Minutes of July 13, 2021, as presented.

Upon roll call the vote on the MOTION was:

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

MOTION DECLARED CARRIED

**SPECIAL ORDERS - None**

**CORRESPONDENCE - None**

**PERSONS TO BE HEARD - None**

**UNFINISHED BUSINESS/ PUBLIC HEARINGS - None**

**NEW BUSINESS/PUBLIC HEARINGS**

Chair Arntzen's described the procedures for public hearings and appeals of decisions of the Planning Commission/Platting Board. She then read the agenda published on August 6, 2021, into the record.

Case 21-030 is a request for a major variance to allow an existing residence and an attached accessory deck to remain and encroach into the required west side yard setback on lot 2, Block 27, USS 1229 KRD; located at 2712 Fourth Avenue, City of Ketchikan (Resolution 4320)

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

- The existing residence was built prior to the adoption of setback requirements.
- The attached deck was later built with a zoning permit based on an inaccurate site plan.
- The encroachments were discovered on a recent as-built survey that was submitted by the current owner with a zoning permit application.

Applicant Stephen Locklear not was in attendance.

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

M/S Govaars/Medford to adopt Resolution 4320 A

Upon roll call the vote on the MOTION was:

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

MOTION DECLARED CARRIED

Case 21-031 is a request for a major variance to allow an existing residence and deck to remain and encroach into the rear yard setback on lot 14, Block 4, Gravina Heights Subdivision, Phase 1 KRD; located at 1206 Jackson Street, City of Ketchikan (Resolution 4321)

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

- The residence and deck were built to close to the property boundary by a previous owner.
- The applicant applied for a variance after they discovered the encroachments on an as-built survey.

Planner Johnson explained that the variance was for the side yard because the rear yard lot line was determined by the greatest distance from the front yard. The subject lot abuts the two platted right-of-ways of Jackson Street and Rosemary Loop.

Planner Johnson stated that if the variance was not approved a denial letter would be sent to the applicant to address the encroachment and would be forwarded to code enforcement.

Applicant Jason Gentry was in attendance telephonically.

Planner Johnson explained that the deck encroached 1.4 feet into Tract A1, Bruce Hattrick's property adjacent to the applicant's property.

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

M/S Govaars/Mainardi to adopt resolution 4321 A

Upon roll call the vote on the MOTION was:

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

MOTION DECLARED CARRIED

Case 21-032 is a request for a major variance to allow an existing deck to remain and encroach into the side yard setback on Tract A1, North Jackson Heights Subdivision, Phase 2, Tract A and Lot 1 Replat; located at 1080 Rosemary Loop, City of Ketchikan (Resolution 4322)

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

- The applicant recently learned that a deck built on the adjoining lot encroaches over the property boundary onto the applicant's lot.
- The purpose of the request is to allow the deck to remain until it was rebuilt and can be altered to eliminate the encroachment.

Planner Johnson explained that "replaced" meant that portion of the deck that encroaches into a neighboring property.

Planner Johnson clarified that the railing would be included in that portion of the deck that could not be replaced based on the conditions in Resolution 4322A.

Applicant Bruce Hattrick was in attendance.

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

M/S Medford/Meck to adopt resolution 4322A.

Upon roll call the vote on the MOTION was:

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

MOTION DECLARED CARRIED

Case 21-033 is a request for a major variance for a shipping container that encroaches into a front yard setback on Lot 1, Furney Replat 2015; located at 1100 East Tongass Narrows, Ketchikan Gateway Borough (Resolution 4323)

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

- The container was attached to an existing accessory structure by the applicant without a zoning permit.
- The encroachment was discovered on an as-built survey that was submitted with a zoning permit application for another structure.

Planner Johnson stated that the shipping container needed a permit because it was considered a structure.

Planner Johnson clarified that if the container was on the ocean side of the property, it would have not had a setback requirement.

Director Harney explained that the boat ramp was to service the uplands lots.

Applicant Robert Furney was not in attendance.

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

M/S Mainardi/Medford to adopt resolution 4323B.

Upon roll call the vote on the MOTION was:

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

MOTION DECLARED CARRIED

Case 21-034 is a request for a major variance to allow a two-family dwelling use without providing two required off-street parking spaces on Lot 1, Block 27, USS 1229, U.S., located at 505 Monroe Street, City of Ketchikan (Resolution 4324)

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

- The applicant seeks to convert an existing garage into an apartment to house a caregiver for a resident of the property.
- Topographical constraints prevent the creation of parking spaces on the subject lot.

Planner Johnson stated that curbs can be cut; however, that would eliminate one on-street parking spot to add one off-street parking space; providing a zero net gain.

Planner Johnson explained that the case was not based on a pecuniary hardship since a duplex is a permitted by right use.

Director Harney stated for Commissioner Govaars that work could be done to provide one additional parking spot; however, the expense to provide one parking space would be a pecuniary hardship on the applicant to provide just one parking space.

The applicant Olivia Markbreiter was not in attendance.

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

M/S Medford/Meck to adopt resolution 4324A.

Upon roll call the vote on the MOTION was:

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

MOTION DECLARED CARRIED

### **CONSENT AGENDA**

Final Plat to create three lots from Lots 4, 5, 6, 7, 8, and 9, U.S. Survey 2990 (Westergard 20-036)

The State of Alaska seeks the Ketchikan Gateway Borough's approval of a land sale of Lot 2, USS 3835, KRD.

Local Concurrence for Alaska Department of Transportation and Public Facilities (ADOT&PF) project number 67571-67685 - KTN - South Tongass

M/S Medford/Govaars 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

- Commissioner Kelley-King resigned her position on the Planning Commission.

### **COMMISSIONERS' COMMENTS**

Chair Arntzen stated that Juneau instituted a tax abatement program to encourage development in a portion of their downtown area.

Director Harney explained that a tentative applicant had been selected for the Tourism Strategy; however, the bid was higher than the funded amount and required Assembly approval.

**ADJOURNMENT**

M/S Govaars/Mainardi moved to adjourn.

With no objection, the meeting adjourned at 7:14 p.m.

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

  
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Sharli Arntzen, Chair  
Planning Commission/Platting Board