

**KETCHIKAN GATEWAY BOROUGH**

**Planning Commission/Platting Board Meeting Minutes**

**12/8/2020**

The regular meeting of the Ketchikan Gateway Borough Planning Commission/Platting Board was called to order via Video Conference at 6:03 p.m., Tuesday, December 8, 2020, by Chair Sharli Arntzen, and the roll was called.

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

**PRESENT:** Sharli Arntzen, Jacquie Meck, Licha Kelley-King, Michael Medford, David Deal, Jos Govaars (Arrived at 6:10), and Joseph Mainardi.

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

**PRESENTATION OF MINUTES** - Meeting Minutes of November 10, 2020

**M/S Deal /Mainardi moved to approve the Meeting Minutes of November 10, 2020 as presented.**

Upon roll call the vote on the MOTION was:

YES: Arntzen, Kelley-King, Deal, Medford, Mainardi, and Meck

**MOTION DECLARED CARRIED**

**SPECIAL ORDERS**

**Appoint a Planning Commissioner to the City of Ketchikan Historic Commission.**

**Licha Kelley-King volunteered to fill the appointment for the Ketchikan Historic Commission**

Upon roll call the vote on the MOTION was:

YES: Arntzen, Govaars, Kelley-King, Deal, Medford, Mainardi, and Meck

**MOTION DECLARED CARRIED**

**CORRESPONDENCE**

1. Letter by Applicant of non-objection to conditions for Case 20-072

**PERSONS TO BE HEARD - None**

**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 December 4, 2020 into the record.

**Case 20-069 is a request for a major variance for an existing residence and carport to remain and encroach into the front yard setbacks and for a second story addition to the residence to be constructed and encroach into the front yard setback on Lot 13, Block 1, USS 1591; located at 3343 Baranof Avenue, City of Ketchikan.**

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

- The applicant proposes to reconstruct a portion of an existing residence with the addition of a second story.
- The property was granted a variance in 1996; however, an updated as-built showed the encroachments to be greater than what was permitted.

As the applicant was not present and there was no additional testimony, Chair Arntzen declared the public hearing closed.

### **M/S Meck/Govaars to adopt Resolution 4282A**

**M/S Deal/ Meck to amend resolution 4282A to add “up to 9 feet” into the front yard setbacks**

Upon roll call the vote on the MOTION to Amend was:

YES: Arntzen, Govaars, Mainardi, Deal, Kelley-King, Medford, and Meck

### **M/S Deal/Meck to adopt Resolution 4282A as Amended**

Upon roll call the vote on the MOTION was:

YES: Arntzen, Govaars, Mainardi, Deal, Kelley-King, Medford, and Meck

## **MOTION DECLARED CARRIED**

**Case 20-070 is a request for a Preliminary Plat to create 13 lots from Lot 4A, White Rock Estates Subdivision, Phase II, located on the west side of Marble Lane, Ketchikan Gateway Borough; filed by White Rock Development LLC on November 13, 2020.**

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

- The applicant seeks to subdivide a property that was previously rezoned to a Planned Unit Development (PUD).
- Access to all lots within the subdivision will be through a private drive located within an access and utility easement.

Planner Johnson explained to the Commission that the condition for the fire suppression water tank was based on an agency comment from Fire Chief Kiffer. The comment was submitted due to the lack of nearby water sources for fires suppression. However, she further explained that there is no requirement in code for the fire suppression water tanks in outlying areas.

Director Harney clarified that the water tank concept is not a new idea; however, it would be the first time it would be placed as a condition on a subdivision plat. The proposed water tank would be paid for and serviced by the service area once it was formed. This is what the City of Ketchikan required of Ketchikan Indian Community (KIC) at the top of Jackson Street; however, KIC was unable to locate the water tank high enough to provide adequate head pressure.

Planner Johnson stated there was no recommended size and that the Fire Chief said in his comments that he would like to discuss further with the property owner.

Planner Johnson clarified that the applicant would be required to run power from Marble Lane through the proposed utility easement to serve each of the subdivided lots.

Planner Johnson explained that the substandard lots shown on the draft plat would need to be adjusted for the final plat, but beyond that the final plat would be in substantially the same form as the preliminary.

Planner Johnson stated that the White Rock Planned Unit Development (PUD) would develop a homeowner's association to maintain the private drive in the subdivision.

Planner Johnson explained that the subdivision would create 13 lots and that the total capacity for development would exceed what was currently allowed by the PUD. The applicant would have to request an amendment to the PUD to allow development of all lots within the proposed subdivision.

Commission Kelley-King questioned why the Commission would approve the preliminary platline with lot size deficiencies.

As the applicant was not present and there was no additional testimony, Chair Arntzen declared the public hearing closed.

**M/S Deal/Mainardi to postpone to January 12, 2021**

Commissioner Govaars said he would like to see further discussion about the water tank because he believes it could place a large financial burden on a developer. In addition, he would like staff to look at the land locked parcel of KGB land adjacent to the property and potentially find a way for access through the applicant's property.

Commissioner Medford added that for the record he would request to remove the condition for the water tank unless the case was postponed.

Chair Arntzen stated that she would like to know all the information regarding the need for a water tank. She would like to see the Fire Chief and Applicant converse to figure out the size of tank needed, best appropriate site for placement, and necessary head pressure for a fire suppression system.

Director Harney stated for the Commission that due to the changes and information requested by the commission, a better course of action would be to deny the application and have the applicant reapply.

Upon roll call the vote on the MOTION was:

NO: Arntzen, Govaars, Mainardi, Deal, Kelley-King, Medford, and Meck

**M/S Govaars/Deal to adopt resolution 4283 B denying the request for preliminary with the following findings:**

- Does not meet standards of the Planned Unit Development.
- That the road does not extend to the outer boundary of the subdivision.

Upon roll call the vote on the MOTION was:

YES: Arntzen, Govaars, Mainardi, Deal, Kelley-King, Medford, and Meck

**MOTION DECLARED CARRIED**

**CONSENT AGENDA - None**

**REGULAR BUSINESS**

**Flood Map Presentation**

Commissioner Medford stated for the record that Director Harney had achieved a great benefit to the community by pressing FEMA on their flood plain mapping due to the high financial burden placed on homeowners in flood zones.

**CONSENT AGENDA - None**

**REMARKS**

Director Harney congratulated Commissioner Deal on his departure from the Planning Commission and thanked him for his years of service to the community.

### COMMISSIONERS' COMMENTS

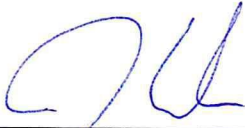
Commissioner Deal stated for the Commission that he has enjoyed his years of service and thanked staff for all their hard work over the years.

Commissioner Medford thanked Commissioner Deal for his years of service.

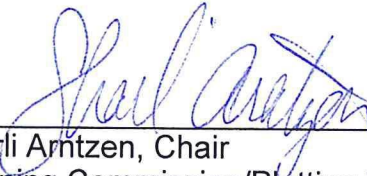
### ADJOURNMENT

**M/S Deal/Medford** moved to adjourn.

With no objection, the meeting adjourned 7:54 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