

KETCHIKAN GATEWAY BOROUGH

Planning Commission/Platting Board Meeting Minutes

3/10/2020

The regular meeting of the Ketchikan Gateway Borough Planning Commission/Platting Board was called to order at 6:00 p.m., Tuesday, March 10, 2020, by Chair Sharli Arntzen, and the roll was called.

CALL TO ORDER - PLEDGE OF ALLEGIANCE – ROLL CALL

PRESENT: Sharli Arntzen, David Deal, Michael Medford, Jacquie Meck, Licha Kelley-King, and Jos Govaars.

ABSENT: Joseph Mainardi

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

PRESENTATION OF MINUTES - Meeting Minutes of February 25, 2020

M/S Medford/Deal moved to approve the Meeting Minutes of February 25, 2020 as presented.

Director Harney clarified for Commissioner Meck that the food truck code amendment was for the entire borough and not only the central parking area as indicated by the newspaper.

Upon roll call the vote on the MOTION was:

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

MOTION DECLARED CARRIED

OATH OF OFFICE – Licha Kelley-King and Jos Govaars were sworn in by the Platting and Zoning Clerk

CORRESPONDENCE – None

PERSONS TO BE HEARD – 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 March 6, 2020 into the record.

Case 20-015 (Resolution 4233) is a request for a major variance to allow an existing house and attached deck to remain and encroach into the required southern side yard setback on Lot 59, Forest Park Subdivision; located at 55 Huckleberry Circle, Ketchikan Gateway Borough.

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

- A previous application by the prior owner was denied in 2017.
- The current owner did not create the need for the variance.

Applicant's Representative Marna Cessnum was in attendance for questions.

M/S Deal/Medford to adopt Resolution 4233 A

Upon roll call the vote on the MOTION was:

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

MOTION DECLARED CARRIED

Case 20-016 (Resolution 4234) is a request for a major variance to allow an existing deck to remain and encroach into the required northern side yard setback on Lot 60, Forest Park Subdivision; located at 73 Huckleberry Circle, Ketchikan Gateway Borough.

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

- Variance required for neighboring property owner's deck built over property line (Case 20-015).

Planner Johnson clarified for Commissioner Deal that in the event of a tree or some other natural force damaging or destroying the deck the applicant could rebuild in the same footprint.

Planner Johnson stated for Chair Arntzen that if the existing deck was destroyed and the applicant rebuilt outside the footprint a new variance would be required.

M/S Meck/Medford to adopt Resolution 4234 A

Upon roll call the vote on the MOTION was:

YES: Poppen, Deal, Meck, Kelley-King, Govaars, and Arntzen

MOTION DECLARED CARRIED

Case 20-017 (Resolution 4235) is a request for a major variance to allow an existing mixed use building to be used as a medical office without the required 20 off street parking spaces on Lot 8A, Block 1A, USS 437; located at 1225 Tongass Ave, City of Ketchikan.

Director Harney summarized the written staff report, in which staff recommended approval.

- The applicant is looking to relocate their offices and their new location would require a parking variance.

Planner Lappin stated for Commissioner Deal that the downstairs would be used for the clinic and the upstairs would be offices.

Planner Lappin clarified for Chair Arnzten that the closest public parking was behind the 49er bar; however, only parking spaces within 200 feet of the subject property could be counted towards parking needs.

Planner Lappin stated for Commissioner Medford that the parking spaces were quantified by the amount of doctors, assistants, and projected patients. In addition, Planner Lappin clarified that the property is zoned heavy industrial and enables the owners to take advantage of many other uses. Planner Lappin also detailed that similar buildings in the area would require close to the same number of parking space.

Planner Lappin stated for Chair Arntzen that the neighboring property owner received a parking waver prior to the formation of the Planning Commission.

Applicant Representative Trevor Shaw was in attendance for questions. He stated that many of their employees share rides or took public transportation and that they have parking issues at the Mary Frances building, in which they are currently located. The applicants have talked to neighboring property owners to acquire additional parking spaces with little head way; however, he stated that appointments are staggered throughout the day therefore lightened the need for 20 parking spaces at any one time.

Keith Anderson Pastor at the First Luther Church adjacent to the applicant's properties spoke in opposition to the 20 space parking variance due to the current congestion.

Planner Lappin stated for Commissioner Medford that if the property use changed and more spaces were needed a new variance would be required.

Trevor Shaw explained for Chair Arntzen that additional parking spaces could be created by building a parking dock in the tidelands lease; however, the endeavor would be very expensive and not practical.

M/S Deal/Meck to adopt Resolution 4235 A

Commissioner Medford was curious if the commission wanted to tie the parking variance to the use.

Commissioner Govaars would like to see some more due diligence in finding additional parking spaces by the owners.

Commissioner Kelley-King agreed that the parking variance should be tied to the use.

Director Harney stated that the commission could add a condition to tie it to the professional offices use.

Director Harney stated for Chair Arnzten that the reason why off street parking requirements exist is a debated issue throughout the planning world; however, the reason for them in the Borough is due to the inclusion in the code.

M/S Medford/Deal moved to amend resolution 4235 A to include the condition that the variance be tied to the use as a professional office.

Upon roll call the vote on the MOTION to amend resolution 4235 A:

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

Upon roll call the vote on the MOTION to approved Resolution 4235 A Amended:

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

MOTION DECLARED CARRIED

Case 20-018 (Resolution 4236) is a request for a major variance to allow an existing accessory building to be expanded to more than 120 square feet, and a covered walkway to be extended and encroach into the front and northern side yards on Lot D-1, U.S. Survey 3397; located at 6985 Romine Dr., Ketchikan Gateway Borough.

Director Harney summarized the written staff report, in which staff recommended approval.

- The applicant is seeking a variance to relocate his propane tank, as the new pad will encroach in the front and side yard setback.

Applicant's wife MaryAnn Christensen was in attendance for questions.

M/S Medford/Meck to adopt Resolution 4236 A

Upon roll call the vote on the MOTION was:

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

MOTION DECLARED CARRIED

DIRECTOR'S REPORT

- Elected Officials Guide to Understanding and Managing Flood Risk
- Planning Magazine article review.

ADJOURNMENT

M/S Medford/Deal moved to adjourn.

With no objection, the meeting adjourned at 7:18 p.m.



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



Sharli Arntzen, Chair
Planning Commission/Platting Board