



# Petersburg Borough

12 South Nordic Drive  
Petersburg, AK 99833

## Meeting Minutes Planning Commission Regular Meeting

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Tuesday, December 09, 2025

12:00 PM

Assembly Chambers

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### 1. Call to Order

The meeting was called to order at 12:01PM

### 2. Roll Call

PRESENT

Commission Vice-Chair Heather O'Neil  
Commission Secretary Sarah Fine-Walsh  
Commissioner Joshua Adams  
Commissioner Mika Cline

ABSENT

Commission Chair Chris Fry  
Commissioner John Jensen  
Commissioner Marietta Davis

### 3. Acceptance of Agenda

The agenda was accepted as presented

Motion made by Commission Secretary Fine-Walsh, Seconded by Commissioner Adams.  
Voting Yea: Commission Vice-Chair O'Neil, Commission Secretary Fine-Walsh,  
Commissioner Adams, Commissioner Cline

### 4. Approval of Minutes

#### A. November 12, 2025, Meeting Minutes

November 12, 2025, Meeting Minutes were accepted as presented.

Motion made by Commission Secretary Fine-Walsh, Seconded by Commissioner Adams.

Voting Yea: Commission Vice-Chair O'Neil, Commission Secretary Fine-Walsh,  
Commissioner Adams, Commissioner Cline

## 5. Public Comments

*Public comments are welcome on matters not appearing on the Public Hearing or Consent Calendar but are within the Borough's jurisdiction. Persons wishing to speak should come forward and state their name and address. Issues raised may be referred to staff and, if action by the Commission is needed, may be scheduled for a future meeting.*

## 6. Consent Calendar

None

## 7. Public Hearing Items

- A. Recommendation to the Borough Assembly regarding an application from the Petersburg Borough to vacate a portion of N 7th Street.

Motion made by Commission Secretary Fine-Walsh, Seconded by Commissioner Adams.

Commission Vice-Chair O'Neil asked Director Liz Cabrera when vacating a right of way, are the owners on both sides are given a chance to acquire their half. Director Liz Cabrera replied yes, the owner declined purchasing so the vacated ROW will be absorbed into adjacent triangle lot.

Commissioner Adams commented this is a good idea because it makes the triangular lot a buildable lot.

Voting Yea: Commission Vice-Chair O'Neil, Commission Secretary Fine-Walsh, Commissioner Adams, Commissioner Cline

- B. Consideration of Planning Commission's procedure for adding agenda items.

Director Liz Cabrera explained that a couple of Commissioners asked what the process is for them to add agenda items. This is a clear procedure for the Commissioners and ensures the public hearing notice requirements are met.

Motion made by Commission Secretary Fine-Walsh, Seconded by Commissioner Adams.

Voting Yea: Commission Vice-Chair O'Neil, Commission Secretary Fine-Walsh, Commissioner Adams, Commissioner Cline

## 8. Non-Agenda Items

- A. Commissioner Comments

Recommendation to Borough Assembly regarding Wireless Communication Facilities.

Commission Vice-Chair O'Neil proposed for next month's agenda item changes zoning ordinances 19.44.020 Industrial, 19.32.020 Commercial 1 and 19.36.020 Commercial 2 all which speak to communication towers as principal uses permitted, adding language that would say "communication equipment". Vice-Chair O'Neil quoted the Borough of Haines unadopted proposal for ordinances changes regarding communication towers.

Commissioner discussion

Commission Secretary Fine-Walsh made a motion for next month's agenda consideration of zoning changes. Seconded by Commissioner Adams.

Discussion regarding lack of timely submission of all the zoning changes in regard to legality of the changes and lawyer review.

Commission Secretary Fine-Walsh retracted the motion consideration of zoning changes.

Discussion regarding how an actionable item for next month's agenda needs to be submitted today followed by further discussion regarding zoning changes.

Commissioner Cline proposed an action item for the January 13, 2025, Planning Commission agenda submitted in writing. Recommendation to the Borough Assembly to pursue a land exchange with Tidal Networks for the Rory Rd property for publicly owned land for the purpose of relocating a planned communications equipment tower to a lower impact area, such as the shooting range.

Commissioner Adams spoke regarding parking code and his idea to repeal parking mandates in Petersburg all together.

B. Staff Comments

None

C. Next Meeting

**9. Adjournment**

The meeting adjourned at 1:36PM.