



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Planning Commission Regular Meeting

Tuesday, September 09, 2025

12:00 PM

Assembly Chambers

1. Call to Order

The meeting was called to order at 12:00PM.

2. Roll Call

PRESENT

Commission Chair Chris Fry
Commission Vice-Chair Heather O'Neil
Commissioner Marietta Davis
Commissioner Phillip Meeks

ABSENT

Commissioner Jim Floyd
Commissioner John Jensen
Commissioner Donald Sperl

3. Acceptance of Agenda

The agenda was accepted as presented.

Motion made by Commission Vice-Chair O'Neil, Seconded by Commissioner Davis.

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Davis,
Commissioner Meeks

4. Approval of Minutes

A. August 12, 2025, Meeting Minutes

The August 12, 2025, Meeting Minutes were unanimously approved.

Motion made by Commissioner Davis, Seconded by Commission Vice-Chair O'Neil.

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner
Davis, Commissioner Meeks

5. Public Comments

None

6. Consent Calendar

None

7. Public Hearing Items

- A. Consideration of an application from Mary Ellen Anderson for a conditional use permit for a home occupation at 191B MITKOF HWY (PID: 01-031-100).

By unanimous vote, the Commission approved the conditional use permit.

Motion made by Commissioner Davis, Seconded by Commissioner Meeks.

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Davis, Commissioner Meeks

- B. Consideration of an application from Shawn Blake for a conditional use permit for a home occupation at 1309 GJOA ST (PID: 01-005-535).

Shawn Blake spoke representing himself to explain his plans for the conditional use permit.

By unanimous vote, the Commission approved the conditional use permit.

Motion made by Commissioner Davis, Seconded by Commissioner Meeks.

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Davis, Commissioner Meeks

- C. Consideration of an application from Greg & Heidi Johnson for a minor subdivision at 811 SANDY BEACH RD (PID: 01-004-136).

Motion made by Commission Vice-Chair O'Neil, Seconded by Commissioner Davis.

Commission Chair Fry questioned the section of the plat that was circled, the steps looked close to the property line. Director Liz Cabrera replied, the steps are below 30" in height, which is allowed within the setback under code.

Director Liz Cabrera asked Surveyor Rick Braun if the accreted area on the plat was in the flood hazard zone. Rick Braun spoke to say yes, it would be, and he could put that note on the plat. Discussion.

By unanimous vote, the Commission approved the minor subdivision.

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Davis, Commissioner Meeks

- D. Consideration of an application from Rocky Littleton for a variance from the side yard setback requirement to construct a car port within 3' of the property line at 407 Mitkof Hwy (PID: 01-084-500).

Dan Bird spoke as the contractor for Mr. Littleton. He made himself available for any questions and gave more details about the project.

Commissioner Meeks asked Mr. Bird if there was a fire code issue. Mr. Bird said a portion of the structure would be sheetrock to meet fire code.

Director Cabrera clarified, the agenda item wasn't updated but the variance proposal is for 3' from the side and 7' from the rear. Also noting the motion is correct at 5' from side yard because this is what the Commission has done previously. It is up to the Commission to approve or amend that.

By unanimous vote, the Commission approved the variance for Rocky Littleton.

Motion made by Commissioner Davis to approve a variance from the side yard setback requirement to construct a car port within 5' of the side property line and 7' from the rear property line at 407 Mitkof Hwy., Seconded by Commissioner Meeks. Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Davis, Commissioner Meeks

8. Non-Agenda Items

A. Commissioner Comments

None

B. Staff Comments

Director Cabrera mentioned the zoning practice that was distributed to the Commissioners today for their review. The next meeting we will have new Commissioners. The code has been updated, and copies of the changes should be available for the Commissioners' code books at the next meeting.

C. Next Meeting is October 14, 2025, at 12:00pm.

9. Adjournment

The meeting adjourned at 12:26pm.

Motion made by Commissioner Davis, Seconded by Commission Vice-Chair O'Neil. Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Davis, Commissioner Meeks