



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Agenda Planning Commission Regular Meeting

Tuesday, April 11, 2023

12:00 PM

Assembly Chambers

You are invited to a Zoom meeting.

When: March 14, 2023 12:00 PM Alaska

Topic: March 14, 2023 Regular Planning Commission Meeting

Please click the link below to join the webinar:

<https://petersburgak-gov.zoom.us/j/96232354380?pwd=UkU0b1JiaHI5SGQ4OU1ISzNaZTdCZz09>

Meeting ID: 962 3235 4380

Passcode: 289401

Or Telephone:

(253) 215 8782 US (Tacoma) or (720) 707 2699 US (Denver)

1. **Call to Order**
2. **Roll Call**
3. **Acceptance of Agenda**
4. **Approval of Minutes**

A. **Planning Commission Meeting Minutes March 14, 2023**

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**

7. **Public Hearing Items**

A. Thorsen Conditional Use Permit

Consideration of an application from Derek and Stacey Thorsen for conditional use permit for a temporary trailer for construction purposes at 1003 Valkyrie St. (PID: 01-002-345)

8. Non-Agenda Items

A. Commissioner Comments

B. Staff Comments

C. Next Meeting

9. Adjournment



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Planning Commission Regular Meeting

Tuesday, March 14, 2023

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, Commission Secretary Sally Dwyer, Commissioner Marietta Davis

ABSENT

Commissioner Jim Floyd, Commissioner John Jensen, Commissioner Phillip Meeks

3. Acceptance of Agenda

The agenda was approved as presented.

4. Approval of Minutes

A. P&Z Meeting Minutes from February 14, 2023

The minutes were approved as presented.

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

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

5. Public Comments

None

6. Public Hearing Items

A. Floyd Variance Application documents

Jonathan Parker spoke on behalf of Jim Floyd to explain the project.

Motion made by Commission Vice-Chair O'Neil, Seconded by Commission Secretary Dwyer.

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

B. Hammer & Wikan Subdivision Documents

Bruce Westre, VP of Board of Directors of Hammer & Wikan spoke on behalf of the applicant.

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

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

C. PIA Land Purchase Documents

Cyndy Fry spoke on behalf of the Petersburg School District as well as Compass Theatre to request keeping the sign in place on the property. Commissioner Davis asked if the sign remained, would PIA have access to using it. Cyndy Fry spoke to this. Discussion. Chad Wright, Tribal Administrator spoke that at this time, the sign will remain as is and in control by the School District and Compass Theatre.

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

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

7. Consent Calendar

A. Thorsen CUP

Motion made by Commission Vice-Chair O'Neil, Seconded by Commissioner Davis to put this application on the agenda for the April 11, 2023 meeting..

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

8. Non-Agenda Items

A. Commissioner Comments

None.

B. Staff Comments

Director Liz Cabrera spoke on the question of B&B's in residential areas and that it would be a good idea to remind folks what the code are.

Cabrera also brought up the ordinance that prohibits flashing signs in commercial districts in Service Area 1.

C. Next Meeting is Tuesday, April 11, 2024 at 12:00pm noon in the Assembly Chambers.

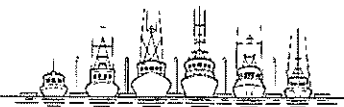
The next meeting is Tuesday, April 11, 2023 at 12:00pm in the Assembly Chambers.

9. Adjournment

The meeting was adjourned at 12:20pm.

Motion made by Commission Secretary Dwyer, Seconded by Commissioner Davis.

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

 PETERSBURG BOROUGH CONDITIONAL USE APPLICATION	CODE TO:	110.000.404110
	BASE FEE:	\$50.00
	PUBLIC NOTICE FEE:	\$70.00
	TOTAL:	\$120.00

DATE RECEIVED:	RECEIVED BY:	CHECK NO. or CC:
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APPLICANT/AGENT	LEGAL OWNER (IF DIFFERENT THAN APPLICANT/AGENT)
NAME Derek and Stacey Thorsen	NAME
MAILING ADDRESS Box 784	MAILING ADDRESS
CITY/STATE/ZIP Petersburg, AK 99833	CITY/STATE/ZIP
PHONE (907) 518-1936 / (907) 518-0450	PHONE
EMAIL thorsen@gci.net	EMAIL

PROPERTY INFORMATION

PHYSICAL ADDRESS or LEGAL DESCRIPTION:

1003 Valkyrie Street

PARCEL ID: 01-002-345	ZONE: SFR	OVERLAY:
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CURRENT USE OF PROPERTY: Vacant	LOT SIZE: 14,700
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PROPOSED USE OF PROPERTY (IF DIFFERENT):
Temporary storage of building materials/Occupation of temporary mobile housing due to a lack of available/acceptable housing options, during home renovations requiring vacation of current residential property.

SEPTIC SYSTEM: Is there a septic system on the property? YES NO
What is current or planned system? Municipal DEC-approved on-site system

WATER SOURCE: Municipal Cistern/Roof Collection Well

LEGAL ACCESS TO LOT(S) (Street Name):
Valkyrie Street

TYPE OF APPLICATION

- Home Occupation. Please include copy of current Sales Tax Registration Application
- Residential Use in Industrial District
- Other: Temporary housing options.

Submittals

Please submit site plan. For home occupation permits, please include a site plan showing location and size of area to be used for the home occupation (including storage), and location and size of area available for off-street parking.

SIGNATURE(S):

I hereby affirm all of the information submitted with this application is true and correct to the best of my knowledge. I also affirm that I am the true and legal property owner or authorized agent thereof for the property subject herein.

Applicant(s): Derek + Stacey Thorsen Date: 03/01/23

Owner(s): Derek Thorsen, Stacey Thorsen Date: 03/01/23

19.72 CONDITIONAL USE APPLICATION

Applicant(s): Derek and Stacey Thorsen

Address or PID: 1003 Valkyrie Street

Project Summary:

Use of a mobile, self-contained, Recreational Vehicle for housing during renovations of current residential property. Several inquiries have been made for alternative/acceptable housing with none deemed reliable or acceptable.

All property line variances will be observed and abided by.

Conditions of approval as required in Petersburg Municipal Code 19.72.020:

(Note that all regulations and requirements of Title 19 must be satisfied in order to qualify for a conditional use permit.)

1. The commission shall consider the suitability of the property, the character of the surrounding property and the economic and aesthetic effects of the proposed use upon the property and the neighboring property. The use will be permitted if it is in harmony with the general purpose and intent of this title and where the use will be in keeping with the uses generally authorized for the zone in which the use is to take place.

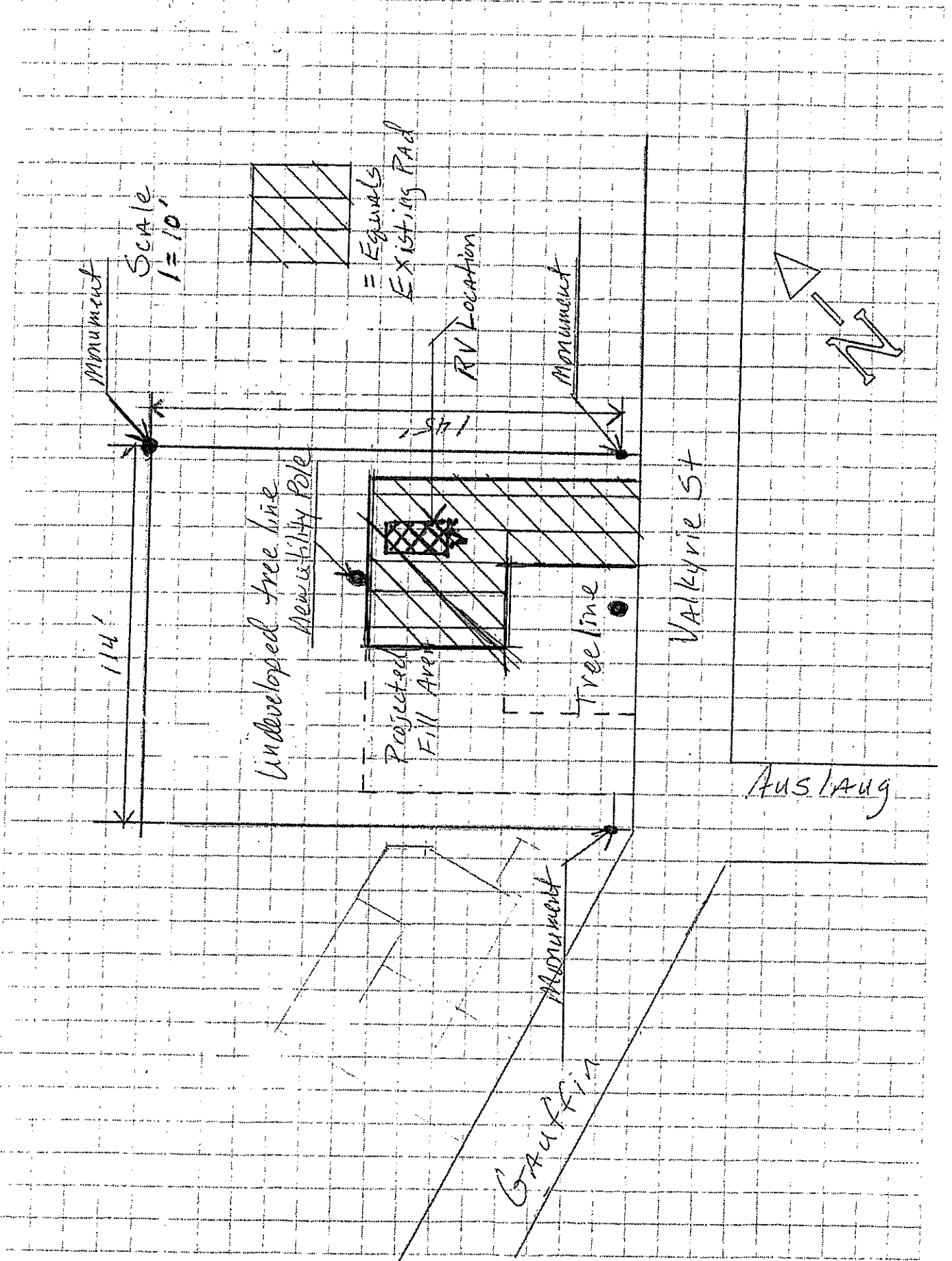
This property currently has a developed rock/gravel pad. The area is partially concealed behind a stand of trees and the property is well maintained.

2. Exits and entrances and off-street parking for the conditional use shall be located to prevent traffic hazards or congestion on public streets.

Off-street parking is available and will be used so as not to interfere with the flow of traffic.

3. In addition to the conditions of subsections (A) and (B) of this section, schools, governmental and civic buildings and other public uses shall meet the following condition: The proposed location of the use and size and character of the site shall facilitate maximum benefit and service to the public.

The proposed location in this application does not interfere with any condition of subsection (A) and (B) and is therefore not applicable.



Derek Thorsen 1003 Valkyrie

Planning Commission Staff Report

Meeting date: April 11, 2023

TO: Planning Commission

FROM: Liz Cabrera, Community & Economic Development Director

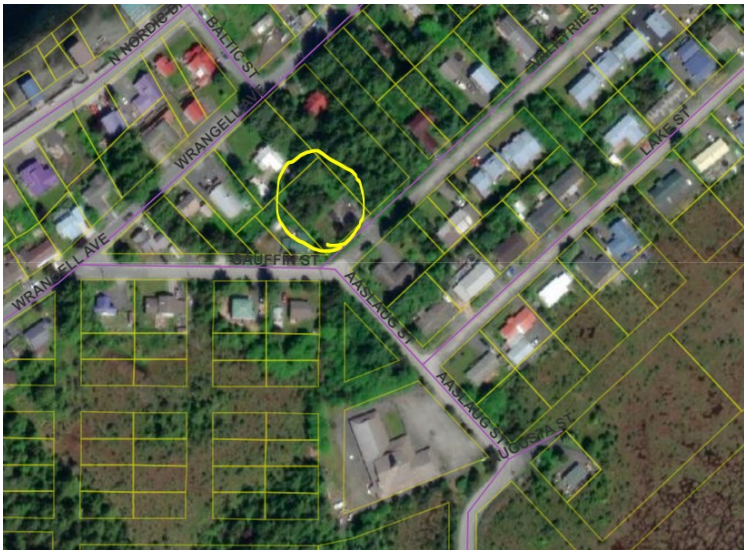
Subject: **CONDITIONAL USE PERMIT – 1003 Valkyrie St (01-002-345)**
Derek & Stacey Thorsen

Recommended Motion:

I move we approve a temporary conditional use permit, not to exceed 2 years, for a trailer for construction purposes at 1003 Valkyrie St along with the findings of fact and conditions of approval as presented.

The Petersburg Planning & Zoning Commission makes the following findings of fact:

1. An application for a variance was submitted by Derek & Stacey Thorsen (applicants) and fees paid on March 7, 2023.
2. The Planning Commission accepted and scheduled the application for a public hearing at their March 14, 2023 meeting.
3. The zoning of the subject parcel is single-family residential. There is access to municipal water, sewer, and electric service.
4. Surrounding properties are zoned single-family residential. The surrounding area is well-developed with residences.
5. Subject parcel size is approximately 14,700 sf.
6. The parcel is vacant except for an existing gravel pad.
7. The applicant is reroofing their primary residence and would like to reside in a travel trailer during construction.
8. Travel trailers are not allowed as a primary use or conditional use in the single-family residential district; however, PMC 19.20.040(B) allows the Planning Commission to issue a conditional use permit for trailers for construction purposes.
9. In the past, the Planning Commission has issued a CUP under this authority for a limited amount of time, usually two years. Applicants needing additional time to complete their project would need to seek an extension from the commission.
10. Hearing notices were mailed to property owners within 600 feet of the subject parcel on March 23, 2023.
11. On April 11, 2023, a duly noticed public hearing was held by the Petersburg Planning & Zoning Commission.



Planning Commission Staff Report

Meeting date: April 11, 2023

12. At the public hearing, the Planning Commission considered and reviewed applicant materials, public comments and testimony, and staff comments.

Section 2. Based on the preceding findings of fact, the Petersburg Planning & Zoning Commission makes the following determinations:

A. The commission shall consider the suitability of the property, the character of the surrounding property and the economic and aesthetic effects of the proposed use upon the property and neighboring property. The use will be permitted if it is in harmony with the general purpose and intent of this title and where the use will be in keeping with the uses generally authorized for the zone in which the use is to take place. The commission shall require the conditional user to take those steps necessary so that the permitted conditional use will not be offensive because of injurious and noxious noise, vibrations, smoke, gas, fumes, or odors or will not be hazardous to the community because of danger of fire or explosion.

Yes No

REASON: The travel trailer is temporary until construction on the applicant’s home is complete or the CUP expires.

B. Exits and entrances and off-street parking for the conditional use shall be located to prevent traffic hazards or congestion on public streets.

Yes No

REASON: The subject parcel has a gravel pad with sufficient room for the travel trailer and off-street parking for vehicles.

C. In addition to the conditions of subsections (A) and (B) of this section, schools, governmental and civic buildings and other public uses shall meet the following condition: The proposed location of the use and size and character of the site shall facilitate maximum benefit and service to the public.

Yes No Not Applicable

CONDITIONS OF APPROVAL:

1. The Conditional Use Permit expires two years from date of approval. The Planning Commission may extend the permit prior to expiration upon receipt of a written request from the applicant.
2. Discharge of grey/black water is prohibited. The applicant is required to ensure the travel trailer/RV is connected to the municipal sewer system or has a working holding tanks that can be discharged at the borough dump station.
3. Storage is not a principal use allowed in the single-family residential district (PMC 19.20.020). All vehicles and other items shall be removed from the subject parcel upon expiration of the conditional use permit.
4. Violation of any of the conditions of approval may result in revocation of the conditional use permit and/or violation of borough zoning and nuisance codes.

Planning Commission Staff Report

Meeting date: April 11, 2023

Chair, Planning Commission

Secretary, Planning Commission



Thorsen Property
1003 Valkyrie Street
01-002-345



Thorsen Property
1003 Valkyrie Street
01-002-345

Item 74

PROPERTY AREA

