



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Agenda Planning Commission Regular Meeting

Tuesday, May 13, 2025

12:00 PM

Assembly Chambers

You are invited to a Zoom meeting.

When: Tuesday, May 13, 2025, 12:00 PM Alaska

Topic: Tuesday, May 13, 2025, Regular Planning Commission Meeting

Please click the link below to join the webinar:

<https://petersburgak-gov.zoom.us/j/81409984593?pwd=KbTgSQIVyQbwF4vcFBFdC5fQWfKauz.1>

Passcode: 583210

Webinar ID: 814 0998 4593

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. April 8, 2025, Meeting Minutes.

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. Recommendation to the Borough Assembly regarding an application to rezone borough-owned property from Rural Residential to Single-family Residential at 1016 SANDY BEACH RD (PID: 01-014-010).

8. **Non-Agenda Items**

A. Commissioner Comments

B. Staff Comments

C. Next Meeting is June 10, 2025, at 12:00PM.

9. Adjournment



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Planning Commission Regular Meeting

Tuesday, April 08, 2025

12:00 PM

Assembly Chambers

1. Call to Order

The meeting was called to order at 12:01PM.

2. Roll Call

PRESENT

Commission Chair Chris Fry
Commissioner Jim Floyd
Commissioner John Jensen
Commissioner Donald Sperl

ABSENT

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

3. Acceptance of Agenda

Director Liz Cabrera made an amendment to the agenda to postpone public hearing items A. and D. Public hearing item A. the applicant has requested to postpone until next month. Public hearing item D. had a clerical error on the mail merge, it will be redone and be on the agenda next month.

Motion made by Commissioner Floyd as amended, Seconded by Commissioner Sperl.

Voting Yea: Commission Chair Fry, Commissioner Floyd, Commissioner Jensen,
Commissioner Sperl

4. Approval of Minutes

A. March 11, 2025, meeting minutes.

The March 11, 2025, meeting minutes were unanimously approved.

Motion made by Commissioner Jensen, Seconded by Commissioner Floyd.

Voting Yea: Commission Chair Fry, Commissioner Floyd, Commissioner Jensen,
Commissioner Sperl

5. Public Comments

None

6. Consent Calendar

None

7. Public Hearing Items

- A. Consideration of a request from the Central Council of the Tlingit Haida Tribes of Alaska to initiate an amendment to Chapter 19.16.040 allowing communications, radio, or television transmitters or towers in Rural Residential Districts by Conditional Use.

Postponed

- B. Recommendation to the Borough Assembly regarding an application from Nordic Real Estate LLC to lease borough-owned property at 1107 S NORDIC DR (PID: 01-010-737).

Sarah Holmgrain with Nordic Real Estate LLC spoke, she and her husband Randy both own the LLC. They purchased the Narrows apartments in January of this year. Sarah explained how the building needs foundation work and the lot line is close to the property. For the contractor to be able to get back there sufficiently as well as future maintenance, they are asking to lease borough property to build in a driveway. Pictures were shown of the area, the property markers as well as a danger tree that is leaning towards the Narrows apartment building.

Mike Schwartz spoke on his own behalf; he owns the property with the tiny house that is towards the back of the proposed leased lot. He has concerns that the whole 30-foot width is not needed for access. Taking 30 feet which is M Street, normal protocol for vacating a street is giving the property owner on either side an option to purchase half of the street. The Roundtree's have their walkway and structure on the south side. It would all need to be removed if she took the whole 30 feet. There is a drop-off at the back, it's about 9 feet straight down, taking 30 feet would be about 5 feet from the back of the house. A fence would be needed for safety.

Sarah Holmgrain with Nordic Real Estate LLC spoke to clarify that it is not a roadway it's a platted piece of land. She has already spoken to the Roundtree's regarding how far over the road would go and has no problem with them using the walkway while the property is leased but when it is time for the walkway to be replaced, she would ask that they rebuilt it on their own property.

Dean Roundtree spoke on behalf of himself, he owns the home just south of the property in question. The sidewalk and shed has been on the property since the 60's. and if it comes available to buy part of that property in the future he would be interested.

Motion made by Commissioner Floyd, Seconded by Commissioner Jensen.

Commissioner Floyd commented that he appreciates the efforts they are doing to improve the Narrows.

Commissioner Jensen concurred with Commissioner Floyd it's going to be a nice improvement.

Commission Chair Fry spoke regarding the danger tree on the property, and it will be good to have that taken care of.

Commissioner Sperl feels there is a good way to compromise with neighbors, he didn't hear anything that couldn't get worked through.

Director Cabrera commented regarding the proposed leased parcel, it is not a ROW, the ROW was vacated many years ago. This parcel is a remanent piece of that vacation.

Voting Yea: Commission Chair Fry, Commissioner Floyd, Commissioner Jensen, Commissioner Sperl

- C. Consideration of an application from Island Refrigeration for a minor subdivision at 110 and 107A DOCK ST (PID: 01-008-242 and 01-010-035).

Administrative assistant Anna Caulum made an amendment to the staff report on page 38 under section I. Applicant Request: The applicant is requesting a minor subdivision to subdivide two parcels into four.

Director Cabrera explained the subdivision, the extension of the access easement so that each of the four lots will have access.

Motion made by Commissioner Floyd as amended, Seconded by Commissioner Jensen.

Voting Yea: Commission Chair Fry, Commissioner Floyd, Commissioner Jensen, Commissioner Sperl

- D. Recommendation to the Borough Assembly regarding an application to rezone borough-owned property from Rural Residential to Single-family Residential at 1020 SANDY BEACH RD (PID: 01-014-010).

Postponed

8. Non-Agenda Items

- A. Commissioner Comments

None

- B. Staff Comments

Director Cabrera mentioned there are agenda items for next month.

- C. Next Meeting is May 13, 2025, at 12:00pm

9. Adjournment

The meeting adjourned at 12:30PM.

Motion made by Commissioner Jensen, Seconded by Commissioner Sperl.

Voting Yea: Commission Chair Fry, Commissioner Floyd, Commissioner Jensen, Commissioner Sperl

Planning Commission Staff Report & Finding of Fact

Meeting Date: May 13, 2025

APPLICANT/AGENT:

Petersburg Borough

OWNER(S), IF DIFFERENT:

LEGAL DESCRIPTION:

GL Lot 12

LOT AREA:

94,764 Sq Ft

LOCATION:

1016 Sandy Beach Rd

SURROUNDING ZONING

North: Rural Residential

South: Single Family

East: Rural Residential

West: Unclassified

ZONING:

Rural Residential

PID:

01-014-010

APPLICATION SUBMISSION DATE:

RECOMMENDATION:

Recommend rezone

I. APPLICANT REQUEST: The Borough Assembly initiated an amendment of the Borough zoning map.

II. APPLICABLE CODES:

19.84 AMENDMENTS

19.19 RURAL RESIDENTIAL DISTRICT

19.20 SINGLE-FAMILY RESIDENTIAL DISTRICT

III. FINDINGS:

- a. At its March 17, 2025, meeting, the Borough Assembly initiated a rezone of Government Lot 12 at 1016 Sandy Beach Rd from Rural Residential to Single-family residential. The rezone was referred to the Planning Commission for review and recommendation.
- b. The subject property is a vacant lot.
- c. The RR district requires a minimum of 1-acre lots and is intended for one single-family home per acre. However, conditional uses in the RR include mobile homes and mobile home parks.
- d. The surrounding area is zoned SF or public use and is a well-developed residential area with some institutional uses (churches, park, playground) with road access and municipal power, water, and sewer located nearby.
- e. Rezoning from RR to SF would allow single-family or duplex as a primary use and reduce the minimum lot size from 1 acre to 8,000 sf. The maximum number of dwellings per lot is 2 with single family, two-family (duplex), and detached accessory dwellings allowed use. Mobile homes and mobile home parks are not allowable uses in SF.
- f. Rural residential zoning has primarily been used for areas of Service Area 1 without access to municipal water and sewer. The larger minimum lot size of 1 acre is intended to ensure sufficient acreage for on-site septic systems and create a more rural, lower density area.
- g. Although the Sandy Beach Rd neighborhood is zoned single-family, lot sizes vary significantly from large multi-acre parcels to lots of 9,000/10,000-sf. The area is generally less dense than other neighborhoods apart from certain stretches of the waterfront.

Planning Commission Staff Report & Finding of Fact

Meeting Date: May 13, 2025

IV. PUBLIC NOTICE

The borough provided public notice consistent with PMC 19.84.040. Notice was mailed by first class mail to the owner of record of the property within six hundred feet of the exterior boundary of the property that is the subject of the application.

V. APPLICATION REVIEW

- a. The application is classified as a request to amend the borough zoning map.
- b. Criteria – Per 19.84.030, The Planning Commission's report to the Assembly shall include findings as to need and justification for the proposed change, including findings as to the effect which the proposed change would have on the objective of the comprehensive plan.

The 2016 comprehensive plan recommends future land use for this area be Low- Density Residential. The intended use is lower density residential, *Single family or duplex residential, option for accessory dwelling units and home-based businesses, 1-4 dwellings per acre (DUA) is most common; but allow option for densities up to 6-8 DUA.*

VI. ACTION

Proposed motion: I move to recommend to the Borough Assembly that the borough zoning map be amended by rezoning Government Lot 12 at 1016 Sandy Beach Road from Rural Residential to Single-Family Residential, including findings of fact as presented.

Based on the preceding findings of fact, the Petersburg Planning Commission makes the following recommendation to the Borough Assembly:

1. The rezone responds to market demand for developable residential property.
2. The rezone is consistent with the objectives of the comprehensive plan by providing residential land for development at appropriate densities. The comprehensive plan encourages development of land adjacent to existing infrastructure.
3. The proposed development is located on the road system and utility service area, so it is appropriate to zone for higher residential density.
4. No significant expansion of municipal roads or utilities is required to develop the property.

EXHIBITS

- A. Applicant materials
- B. Vicinity & Detail Maps
- C. Public Hearing Mailout

A. Applicant Materials

Item 7A.

 PETERSBURG BOROUGH LAND USE APPLICATION		CODE TO: 110.000.404110
		BASE FEE: -
		PUBLIC NOTICE FEE: \$70.00
		TOTAL: -
DATE RECEIVED:	RECEIVED BY:	CHECK NO. or CC:
APPLICANT/AGENT		LEGAL OWNER (IF DIFFERENT THAN APPLICANT/AGENT)
NAME Petersburg Borough		NAME
MAILING ADDRESS PO Box 329		MAILING ADDRESS
CITY/STATE/ZIP Petersburg AK 99833		CITY/STATE/ZIP
PHONE 907-772-4425		PHONE
EMAIL dthompson@petersburgak.gov		EMAIL
PROPERTY INFORMATION		
PHYSICAL ADDRESS or LEGAL DESCRIPTION: 1016 Sandy Beach Rd		
PARCEL ID: 01-014-010	ZONE: RR	OVERLAY: -
CURRENT USE OF PROPERTY: vacant		LOT SIZE: 94,764
PROPOSED USE OF PROPERTY (IF DIFFERENT):		
CURRENT OR PLANNED SEWER SYSTEM: <input checked="" type="checkbox"/> Municipal <input type="checkbox"/> DEC-approved on-site system		
CURRENT OR PLANNED WATER SOURCE: <input checked="" type="checkbox"/> Municipal <input type="checkbox"/> Cistern/Roof Collection <input type="checkbox"/> Well		
LEGAL ACCESS TO LOT(S) (Street Name): Sandy Beach Road		
TYPE OF APPLICATION & BASE FEE		
<input checked="" type="checkbox"/> 19.84 Zoning Change (\$100)		
<input type="checkbox"/> 18.18 Record of Survey (\$50) (Note: No Public Notice Fee)		
<input type="checkbox"/> 18.20 Minor Subdivision/18.24 Preliminary Plat/18.19 Replat (\$75 + \$10 per lot)		
<input type="checkbox"/> 18.24 Final Plat (\$25 per lot)		
SUBMITTALS:		
For Zoning Change, please submit letter stating the new zoning and explaining the need for the change. For Subdivision approvals, please submit a prepared plat map as required by borough code.		
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(s) or authorized agent thereof for the property subject herein.		
Applicant(s): _____		Date: _____
Owner: _____		Date: _____
Owner: _____		Date: _____
Owner: _____		Date: _____

Petersburg Borough Property
1016 Sandy Beach Road
01-014-010

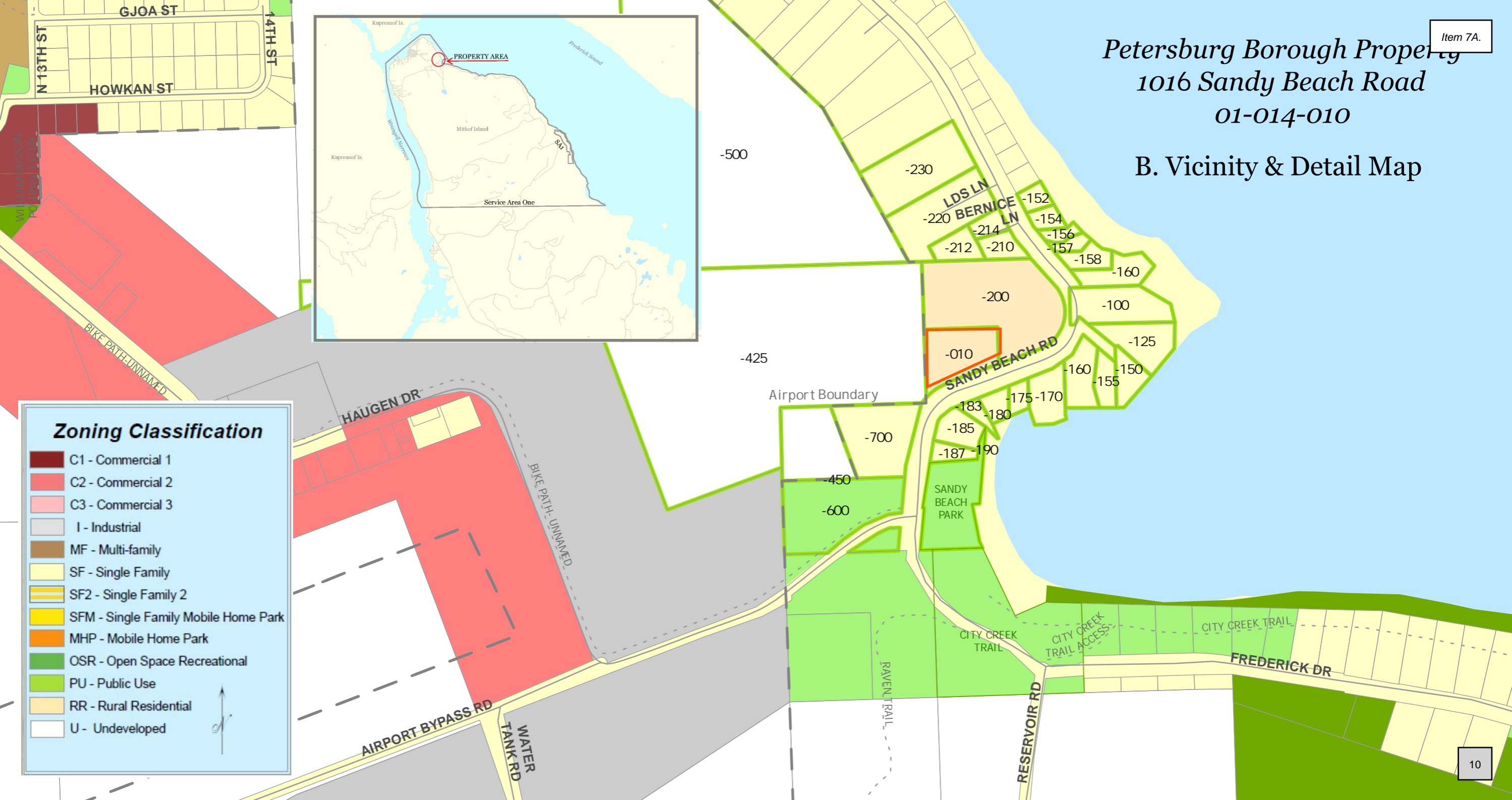
B. Vicinity & Detail Map



Zoning Classification

	C1 - Commercial 1
	C2 - Commercial 2
	C3 - Commercial 3
	I - Industrial
	MF - Multi-family
	SF - Single Family
	SF2 - Single Family 2
	SFM - Single Family Mobile Home Park
	MHP - Mobile Home Park
	OSR - Open Space Recreational
	PU - Public Use
	RR - Rural Residential
	U - Undeveloped

North arrow pointing up.





April 25, 2025

WOLLEN GLORIANNE D
PO BOX 1076
PETERSBURG, AK 99833-1076

NOTICE OF SCHEDULED PUBLIC HEARINGS

The Petersburg Borough Planning Commission has scheduled a public hearing to consider:

Recommendation to the Borough Assembly regarding an application to rezone borough-owned property from Rural Residential to Single-family Residential at 1016 SANDY BEACH RD (PID: 01-014-010).

The public hearing and consideration of the application will be held:	Tuesday, May 13th, 2025, at 12:00 PM Assembly Chambers, Municipal Building 12 South Nordic Drive, Petersburg, Alaska.
The meeting is open to the public. To attend via ZOOM , please contact Anna Caulum at 907-772-5409.	

Interested persons desiring to present their views on the applications, either in writing or verbally, will be given the opportunity to be heard during the above-mentioned hearing. Said hearing may be continued from time to time as necessary. If the Planning Commission is unable to meet at the date and time stated above, this application will be considered at a future meeting with no further notice provided except for the general notice provided to the public.

TO SUBMIT WRITTEN COMMENTS TO THE PLANNING COMMISSION	
By Mail:	PO Box 329, Petersburg, Alaska 99833
By Email:	acaulum@petersburgak.gov
Hand-Deliver:	Petersburg Municipal Building, 12 S. Nordic Dr.

The Petersburg Municipal Code (PMC) provides for an appeal of a Planning Commission decision to the Borough Assembly by the property owner or a governmental agency, or any property owner within 600' of the applicant property and requires that such an appeal be filed within 10 consecutive calendar days of the date the decision is made. For more information regarding appeal requirements, please see PMC Chapter 19.92.

Sincerely,

Liz Cabrera
 Community & Economic Development Department

Community & Economic Development

PO Box 329, Petersburg, AK 99833 – Phone (907)772-4042 Fax (907)772-3759

www.petersburgak.gov

Name1	Name2	Address1	City	State	Zip
CHRIST FRY		PO BOX 1440	PETERSBURG	AK	99833-1440
HEATHER O'NEIL		PO BOX 1083	PETERSBURG	AK	99833-1083
JIM FLOYD		PO BOX 281	PETERSBURG	AK	99833-0281
JOHN JENSEN		PO BOX 681	PETERSBURG	AK	99833-0681
PHIL MEEKS		PO BOX 1514	PETERSBURG	AK	99833-1514
MARIETTA DAVIS		PO BOX 673	PETERSBURG	AK	99833-0673
DONALD SPERL		PO BOX 1407	PETERSBURG	AK	99833-1407
ALASKA MENTAL HEALTH TRUST		2600 CORDOVA ST STE 201	ANCHORAGE	AK	99503
ALASKA STATE OF		550 W 7TH AVE STE 1050A	ANCHORAGE	AK	99501-3579
BAKOS TOBY J	BAKOS KELLY DENISE	PO BOX 173	PETERSBURG	AK	99833-0173
BERGERON SAMUEL EDWARD	MILLARD LINDA GAY	PO BOX 2090	PETERSBURG	AK	99833-2090
BURKE TIMOTHY MARK	BURKE DANA GAY	77 OMAIKAI PLACE	LAHAINA	HI	96761
CHURCH OF JESUS CHRIST		50 E NORTH TEMPLE	SALT LAKE CITY	UT	84150-2201
DUDDLES MATTHEW W	DUDDLES JOLYN I	PO BOX 490	PETERSBURG	AK	99833-0490
EDDY JACK	EDDY KAREN	PO BOX 1467	PETERSBURG	AK	99833-1467
EVENS CHRIS R	EVENS TAMARA	PO BOX 886	PETERSBURG	AK	99833-0886
FORNER MURPHY	FORNER MARY	PO BOX 191056	ANCHORAGE	AK	99519-1056
HUNTER BRADFORD	HUNTER SHARON	PO BOX 1603	PETERSBURG	AK	99833-1603
JENSEN CAROL L		PO BOX 774	PETERSBURG	AK	99833-0774
KLOSE DIETER		PO BOX 1522	PETERSBURG	AK	99833-1522
KOENEMAN TIMOTHY	KOENEMAN POLLY A	PO BOX 1324	PETERSBURG	AK	99833-1324
LOESCH RONALD	LOESCH ANNE	PO BOX 451	PETERSBURG	AK	99833-0451
NOROSZ KRISTINE MARIE		PO BOX 805	PETERSBURG	AK	99833-0805
OHMER SUSAN		PO BOX 556	PETERSBURG	AK	99833-0556
ORTH PAUL	ORTH DEBORAH M	10910 TALLMAN RD E	CHARRAROY	WA	99003-8532
PETERSBURG BIBLE CHURCH		PO BOX 704	PETERSBURG	AK	99833-0704
STRAND NANCY		4024 SW SEYMOUR CT	PORTLAND	OR	97221
SWANSON ADAM		PO BOX 2151	PETERSBURG	AK	99833-2151
WEGENER CODY A		PO BOX 2078	PETERSBURG	AK	99833-2078
WILLIS JOSEPH	WILLIS ERIN K	PO BOX 43	PETERSBURG	AK	99833-0043
WOLLEN GLORIANNE D		PO BOX 1076	PETERSBURG	AK	99833-1076