

Meeting Agenda

Planning Commission Regular Meeting

Tuesday, July 12, 2022

12:00 PM

Assembly Chambers

You are invited to a Zoom meeting.

When: July 12, 2022 12:00 PM Alaska Topic: July 12, 2022 Regular Planning Commission Meeting Please click the link below to join the webinar: <u>https://petersburgak-</u> gov.zoom.us/j/96232354380?pwd=UkU0b1JiaHl5SGQ4OU1ISzNaZTdCZz09

Meeting ID: 962 3235 4380 Passcode: 289401

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

Meeting ID: 962 3235 4380 Passcode: 289401

- 1. Call to Order
- 2. Roll Call
- 3. Acceptance of Agenda
- 4. Approval of Minutes
 - A. Planning Commission Regular Meeting Minutes 6/14/2022.

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. Consideration of an application from Wesley Davis DBA Hermosa Holdings LLC for a variance from the 20' yard setback requirement at 1103 S Nordic Dr. (PID: 01-010-745).
- **B.** Consideration of an application from Drew Ware for a conditional use permit for a temporary trailer for construction purposes at 365 Mitkof Highway (PID: 01-084-250)
- **C.** Consideration of an application from Reid Brothers Construction and the Petersburg Borough for a replat of the Power Plant Subdivision located at 329 and 339 Mitkof Highway (PID: 01-058-250 and 01-058-275).

8. Non-Agenda Items

- A. Commissioner Comments
- **B.** Staff Comments
- C. Next Meeting

9. Adjournment



Petersburg Borough

Meeting Minutes

Planning Commission Regular Meeting

Tuesday, June 14, 202212:00 PMAssembly 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 Jim Floyd

ABSENT Commissioner Nancy Strand

3. Acceptance of Agenda

Approved as presented.

Motion made by Commission Secretary Dwyer, Seconded by Commissioner Floyd. Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commission Secretary Dwyer, Commissioner Floyd

4. Approval of Minutes

Approved as presented.

Motion made by Commissioner Floyd, Seconded by Commission Secretary Dwyer. Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commission Secretary Dwyer, Commissioner Floyd

A. Meeting Minutes 05.10.2022

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.

None.

6. Consent Calendar

A. Acceptance and scheduling of an application from Drew Ware for a conditional use permit for a temporary trailer for construction purposes at 365 Mitkof Highway (PID: 01-084-250).

Accepted for July 12, 2022 meeting.

Motion made by Commissioner Floyd, Seconded by Commission Secretary Dwyer. Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commission Secretary Dwyer, Commissioner Floyd

B. Acceptance and scheduling of an application from Reid Brothers Construction and the Petersburg Borough for a replat of the Power Plant Subdivision located at 329 and 339 Mitkof Highway (PID: 01-058-250 and 01-058-275).

Accepted for July 12, 2022 meeting.

Motion made by Commission Secretary Dwyer, Seconded by Commissioner Floyd. Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commission Secretary Dwyer, Commissioner Floyd

7. Public Hearing Items

 A. Application from John and Justin Reid for a minor subdivision at 112 Scow Bay Loop Rd. (PID: 01-057-100).

The motion to approve the Reid Minor Subdivision Application was approved as submitted to include the findings of fact as found in the Staff Report.

Motion made by Commissioner Floyd, Seconded by Commission Secretary Dwyer. Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commission Secretary Dwyer, Commissioner Floyd

8. Non-Agenda Items

A. Commissioner Comments

None.

B. Staff Comments

None.

C. The next meeting is July 12, 2022 at 12:00PM

9. Adjournment

The meeting adjourned at 12:07pm.

Motion made by Commission Secretary Dwyer, Seconded by Commissioner Floyd. Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commission Secretary Dwyer, Commissioner Floyd

Chris Fry, Chair

Date

			CC	DE TO:	110.000.404110	
PETERSBURG BOROUGH VARIANCE APPLICATION		DROUGH	BA	SE FEE:	\$100.00	
		ATION	PUBLIC NOTI	CE FEE:	\$70.00	
			TOTAL:			
DATE RECEIVED:	RECEIVED BY:		CHECK NO	. or CC:	#2004	
APPLICANT/AGENT		LEGAL OWNER	(IF DIFFERENT	THAN A	PPLICANT/AGENT)	
NAME Wesley Davis		NAME Hermosa Ho	ldings, LLC			
MAILING ADDRESS PO BOX 1393	MAILING ADDRESS PO BOX 1393					
CITY/STATE/ZIP Petersburg, AK 99833		CITY/STATE/ZIP Petersburg AK 99833				
PHONE		PHONE	41 33033			
907-304-1063		907-304-106	63			
			EMAIL Hightideparts@gmail.com			
PROPERTY INFORMATION						
PHYSICAL ADDRESS or LEGAL DES	CRIPTION:					
1103 S. Nordic Dr petersbu	rg AK 99833					
PARCEL ID:		ZONE: C1		OVERLA	AY:	
01010745		CI				
CURRENT USE OF PROPERTY:			LOT SIZE:			
				24,609	θ sq.π	
PROPOSED USE OF PROPERTY (IF DIFFERENT):						
SEPTIC SYSTEM: Is there a septic s	system on the property?					
What is current or planned syster			system			
WATER SOURCE: Municipal						
LEGAL ACCESS TO LOT(S) (Street Name):						
S. Nordic + Wesley st						
TYPE OF VARIANCE REQUESTED						
Yard Setback						
Maximum Lot Coverage						
Building Height						
📧 Fence Height						
Other:						
SUBMITTALS:						
Please include a site plan of your proposed development.						
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): Wesley Damis Owner(s): Wesley Davis			Date:	5-10	<i>0-22</i> -22	
Owner(s): Welley Davis			Date:	5-10	-22	

Item 7A.

19.80 VARIANCE APPLICATION

(SUBMIT WITH SITE PLAN)

Applicant(s): Hermosa Holding	gs, LLC	
Address or PID: 1103 S Nordic	Dr	
Conditions of approval as required conditions must be satisfied in or		19.80.050: (<u>Note that all three</u>
1. What is the exceptional physical	circumstance or condition affect	ting this property?
Substandard Lot Area	Easements/ROW	Stream/Drainage
Steep/Unstable Slope	Odd Lot Shape	Nonconforming Structure

OTHER (Please Specify):

We would like to be able to utilitize the entire property.

2. Explain the exceptional physical circumstances or conditions applicable to the property or to its intended use or development which do not apply generally to the other properties in the same zone. The lot is currently zoned C-1, the lot to the East is zoned Residential (rear of the property).

3. Explain how the strict application of there provisions of this title would result in practical difficulties or unnecessary pecuniary hardships.

Current restrictions require us to set back 20', we are requesting a 15' variance. We are wanting to have 5' between the structual wall of the building and the property line. The building will have a 1' eve hangover. This would allow us to build the size of shop we need to help service the mechanical demands in Petersburg and allow for a covered area for freight. We will be placing a 8' tall concrete block wall along the Residential side of our property. This will help with erosion of the tall bank and give a clean line inbetween the parcels.

4. State why the granting of the variance will not result in material damage or hardship or prejudice to other properties in the vicinity nor be detrimental to the public health, safety or welfare. Granting the variance will not result in material damage or hardship or prejudice due to the fact that we will be developing the property and adding value to the existing property and in turn will increase the value of the properties around it. Tjis venture will only be operating during business hours, it will not create any additional noise or traffic to the residentail areas cloise by. We will also have adequate parking onsite to serve our customers.

Planning Commission Staff Report

Meeting date: July 12, 2022

TO:	Planning Commission
FROM:	Liz Cabrera, Community & Economic Development Director
Subject:	VARIANCE – 1103 S NORDIC DR Wes Davis (Hermosa Holdings LLC)

Recommended Motion:

I move to approve a variance for construction of a shop within 5' of the property line at 1103 S Nordic Drive with conditions.

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

- An application for a variance was submitted by Wes Davis (applicant) and fees paid on May 11, 2022.
- 2. Subject parcel size is approximately 24,609 sf.
- 3. The zoning of the subject parcel is commercial-1.
- Surrounding properties are zoned commercial-1, industrial, and single-family residential. The area is wellestablished and developed commercial and residential neighborhoods.



- 5. There is no yard setback requirements for this district except in instances where the property is adjacent to residential zone. Under 19.60.040, when a commercial property is adjacent to a residential lot, the commercial lot must adopt the rear yard setback along the common property line.
- 6. An existing commercial building occupies a portion of the lot. The building is occupied by a restaurant and office space. The proposed development appears to be about half the size of the existing building. The maximum lot coverage for this district is 100%. The proposed development will not exceed the maximum lot coverage.
- 7. The proposed project plans will be reviewed and approved by the state fire marshal prior to the borough issuing a building permit.
- 8. As proposed, the development includes construction of a retaining wall using 2' wide concrete blocks on the property line. This would leave 3' of space between the retaining wall and the building. The site plan also shows a 1' roof overhang.
- 9. Hearing notices were mailed to property owners within 600 feet of the subject parcel.

Meeting date: July 12, 2022

- 10. On July 12, 2022, a duly noticed public hearing was held by the Petersburg Planning & Zoning Commission.
- 11. 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:

The planning commission must find all three of the following conditions to exist to grant the variance:

A. That there are exceptional physical circumstances or conditions applicable to the property or to its intended use or development which do not apply generally to the other properties in the same zone.

 \Box Yes \Box No

REASON:

B. That the strict application of the provisions of this title would result in practical difficulties or unnecessary pecuniary hardships.

 \boxtimes Yes \Box No

REASON: The application of a 20' setback on the subject property significantly limits development on the rear portion of the property.

C. That the granting of the variance will not result in material damage or prejudice to other properties in the vicinity nor be detrimental to the public health, safety, or welfare.

 \boxtimes Yes \Box No

REASON: The proposed project plans will be reviewed and approved by the state fire marshal for consistency with fire code prior to the borough issuing a building permit. A minimum of 5' separation between the property line and the furthest overhang of the eaves will ensure access to that side of the building for snow removal, maintenance, and fire department access.

Approval Conditions:

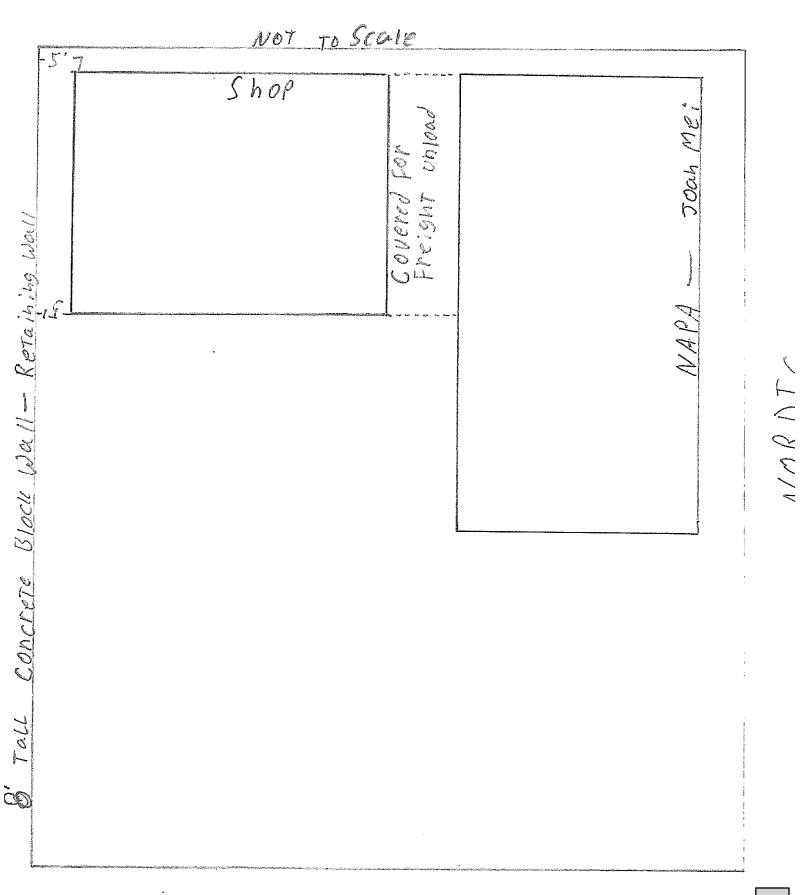
- 1. No portion of the structure, including eaves, shall be closer than 5' to the property line.
- 2. Proposed project plans will be reviewed and approved by the state fire marshal prior to the borough issuing a building permit.

Planning Commission Staff Report

Meeting date: July 12, 2022

Secretary, Planning Commission

1103 S. Nordic DR ID+01-01-0745



MESLEY. ST

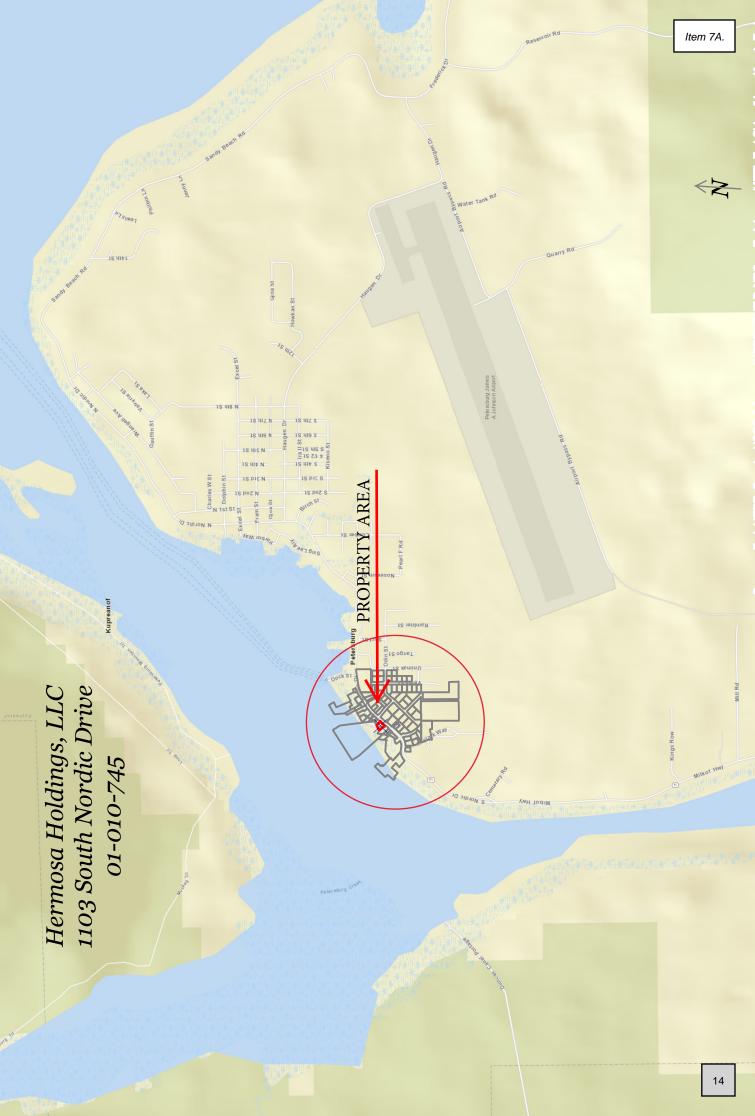
Item 7A.

NOT to Scale

New Shop 341 8 - 241 Antonia - 5' -NAME. 1100

5' from building structure wall to property line. Building eve estimate 1. Item 7A.





HAT NY II ()	Li 🖟 🗏 📖 🕴 PETERSBURG BOR			E TO:	110.000.404
				FEE:	\$50.00
	CONDITIONAL USE APPLICATION		PUBLIC NOTICE		\$70.00
				DTAL:	\$120.00
DATE RECEIVED:	RECEIVED BY:		CHECK NO. o		
APPLICANT/AGENT			(IF DIFFERENT T	HAN A	PPLICANT/AC
NAME	Do m	NAME			
MAILING ADDRESS	are	MAILING ADD			
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CITY/STATE/ZIP)			
Deters	burg, AK 99833				
PHONE		PHONE			
907-518	-07094				
EMAIL		EMAIL			
tamuvarep	Outlook, com				
PROPERTY INFORMATION					
PHYSICAL ADDRESS or LEGA	L DESCRIPTION:				
315 mithal 1	1 ml				
365 Mitkof H	ρωγ				
PARCEL ID: 01-084	-7577	ZONE: SF	0		ΑY:
		20111. 24			
CURRENT USE OF PROPERTY			11		E: 46,600
PROPOSED USE OF PROPER	ACANT		-	OT OIL	- 161600
SEPTIC SYSTEM: Is there a se	eptic system on the property?				
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Item 7B.

Planning Commission Staff Report

Meeting date: June 14, 2022

TO:	Planning Commission
FROM:	Liz Cabrera, Community & Economic Development Director
Subject:	Conditional Use Permit – 365 Mitkof Highway Drew Ware

Recommended Motion:

I move to approve a conditional use permit for a temporary trailer for construction purposes at 365 Mitkof Highway for two years.

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

- An application for a conditional use permit was submitted by Drew Ware (applicant) and fees paid on May 16, 2022.
- 2. The application was scheduled for a public hearing by the Planning Commission at their June 14, 2022, meeting.
- 3. The subject parcel size is approximately 46,600 sf.
- 4. The zoning of the subject parcel is single family residential, and property is vacant.
- 5. Surrounding properties are zoned single-family residential.
- 6. The applicant has installed a pad and placed a travel trailer on the property and connected utilities.
- 7. The applicant intends to construct a single-family dwelling on the property.
- 8. While travel trailers are not allowed as a primary use in the single-family residential district, PMC 19.20.040B allows for 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 dwelling would need to seek an extension from the commission.
- 10. Hearing notices were mailed to property owners within 600 feet of the subject parcel.
- 11. On July 12, 2022, a duly noticed public hearing was held by the Petersburg Planning & Zoning Commission.



Meeting date: June 14, 2022

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.

\boxtimes Yes \Box No

REASON: The travel trailer will be used as a temporary dwelling until a new dwelling is constructed.

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 travel trailer is located on the subject parcel. The driveway leads to Mitkof Highway. It is unlikely issuing the CUP would result in any traffic hazards or congestion on public streets.

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.

 \Box Yes \Box No \boxtimes Not Applicable

Chair, Planning Commission

Secretary, Planning Commission

Liz Cabrera

From:
Sent:
To:
Subject:

TamiWare@outlook.com Thursday, May 19, 2022 11:26 AM Liz Cabrera Re: permit application

Hi Liz,

We've spent over 180k buying and developing our 3 lots, just to be able to work and live here, which we haven't been able to obtain the house yet because finding a contractor has been impossible. We've had contractors lined up who bow out, building plans that fall through and an economy evident of a pandemic that skyrocketed material prices and delayed suppliers. We are now planning on building ourselves, hence the need for our RV here, on our property, to continue, because we have small children to raise while we do it.

We are extremely saddened by this process and the way we are being treated after pouring money into the Petersburg economy through the property, lot development, fishery permits, taxes and boat moorage fees. Now we just spent another \$1200 in applications and fees just to obtain utilities and have to fight for our right to be on our own property? I'm not sure what else to say. My great grandpa Hammer helped found this town, and it would not be what it is today without my family, so if I need to show up at this silly meeting with all the family and friends we have in this town, I will. Let me know if you think it's necessary...and if there's room. I honestly don't know what else to tell you.

I realize you are trying to help us, by letting us know we need to prepare, but the fact we have to go through this is frustrating. If development and the ability to live, build and thrive here is this difficult, where does that leave Petersburg 100 yrs from now?

There are 4 neighbors around us. One is our family who has lived here for 38 years, and two are close family friends. I don't expect any hesitation from 3/4 to support us, but the 4th is an unknown. We were both born and raised here, wanting to give our children what we had here as children...but at this point we don't feel welcome here and are considering selling out and moving on to support a more supportive community.

-Drew and Tami

Sent from my Verizon, Samsung Galaxy smartphone Get Outlook for Android

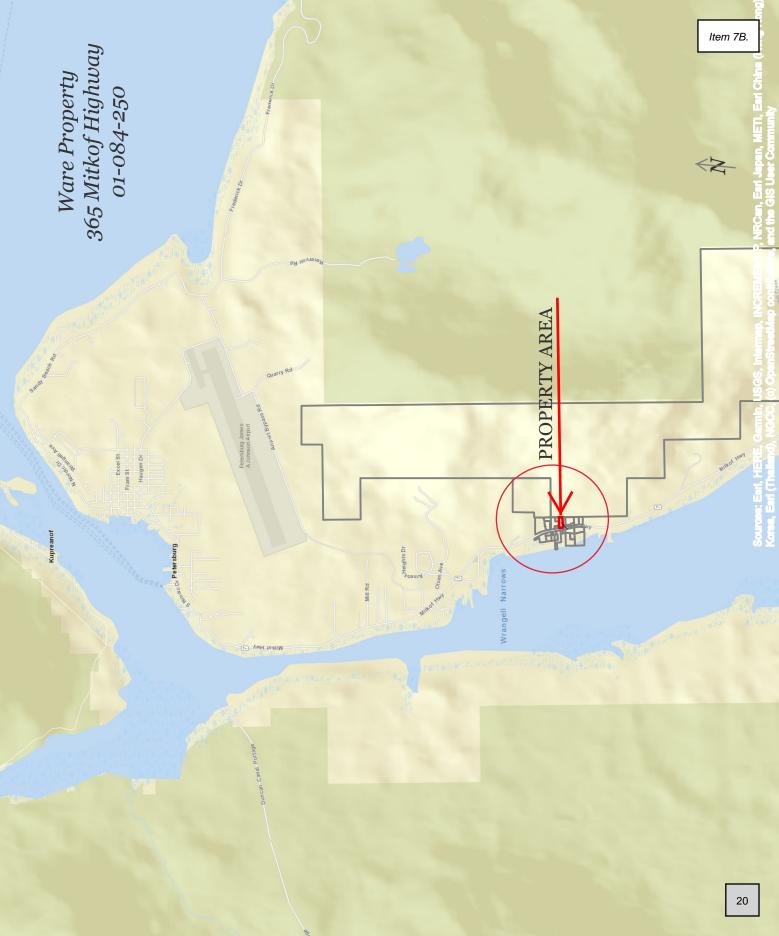
From: Liz Cabrera <lcabrera@petersburgak.gov>
Sent: Tuesday, May 17, 2022 1:02:05 PM
To: tamiware@outlook.com <tamiware@outlook.com>
Subject: permit application

Hi Tami,

When you get a chance could you please email me a short summary of why you need a trailer at this location, what you anticipate your timeline is for constructing a dwelling, and where you are in that process (what's been accomplished to date). I would like to include this information with the application so the Planning Commission understands the reason behind the request.

Also, just fyi, your permit will be scheduled for a public hearing and consideration by the Planning Commission, probably for July 12 at noon in Assembly Chambers at the municipal building. Prior to the meeting, the borough will send out a





MEMORANDUM

TO: MAYOR JENSEN AND ASSEMBLY MEMBERS

FROM: KARL HAGERMAN, UTILITY DIRECTOR

SUBJECT: SUPPORT OF REPLAT APPLICATION FROM REID BROTHERS CONSTRUCTION

DATE: 5/20/2022

CC: STEVE GIESBRECHT, MANAGER

DEBRA THOMPSON, CLERK

Reid Brothers Construction Inc. has recently contacted PMPL in regard to a request to replat the lots in the power plant subdivision. In the request, Lots 2A (Reid Brothers Shop location) and 2B (PMPL Scow Bay Pole Yard location) would be platted to realign the common property line so that it is parallel to the back walls of each party's existing buildings. A copy of the replat application and draft plat is attached to this memorandum.

The realignment of the common property line will allow Reid Brothers to gain some needed space for siting of trucks and equipment on their property, without encroachment on the Borough's land. The change in property line will not materially affect the size of either lot and both parcels will be oriented in a better fashion in regard to existing development and structures. The realignment has not adverse effects on the PMPL pole yard. Reid Brothers will cover any surveying and recording costs as well as the application fee.

PMPL is fully supportive of this request and recommends that the Assembly approve of the application as an involved landowner and authorize the Borough Manager to sign the application on behalf of the municipality. Pending Assembly approval, the application will be offered for consideration by the Planning and Zoning Commission at their July meeting. If the Commission approves the application, the replat will be completed and recorded. There will be no need for the issue to return to a future Assembly agenda.

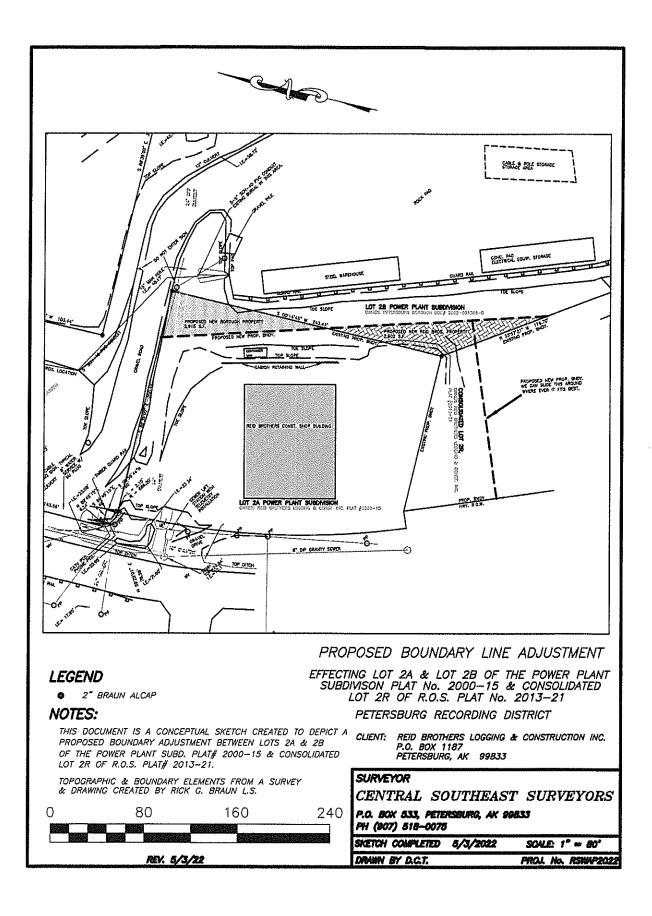
If the Assembly is amenable to this proposal, a suggested motion would be:

I move to approve of the application for replat of lots 2A and 2B of the Power Plant Subdivision as proposed by Reid Brothers Construction Inc. and authorize the Borough Manager to sign the application as the Petersburg Borough's agent in this matter.

Thank you for your consideration.

			CC	DDE TO:	110.000.404110
PETERSBURG BOROUGH LAND USE APPLICATION		OUGH	BA	SE FEE:	95.00
		PUBLIC NOT	CE FEE:	\$70.00	
			TOTAL:	\$165.00	
DATE RECEIVED:	RECEIVED BY:		CHECK NC		9223 DA
APPLICANT/AGENT			(IF DIFFERENT	THAN A	PPLICANT/AGENT)
NAME	<u> </u>	NAME			
Reid Brothers Loggi	ng & Construction, Inc.				
MAILING ADDRESS	9	MAILING ADDR	ESS		
PO Box 1187					
CITY/STATE/ZIP	00000	CITY/STATE/ZIP)		
Petersburg, Alaska PHONE	2 99833	DUONE			
		PHONE			
<u>967-772-3755</u> EMAIL		ERAALI			
	ka nat	EMAIL			
reidbros Oaptalas	ka.nel				
PHYSICAL ADDRESS or LEGAL D	ESCRIPTION				
THISICAL ADDRESS OF LEGAL L	DESCRIPTION.				
339 Mitkof Highwa	u - Affecting / n	+ 2A + lat	- IR PACIN	~ Pla	+ Subdivision
PARCEL ID:	g checking Ed			1 1 14	11 Suparvision
01-058-275		ZONE: Indus	trial	OVERL/	AY:
CURRENT USE OF PROPERTY:			1001		
Commercial Const	niction business			LOT SIZ	E:
DRODOCED LICE OF DRODEDTV	IL DIFFEDENT).			1 1	
Replat the bounda	ry line between Lo	ot 2A + Lot	20 of 1	he po	wer Plant
Subdivision to make	the alignment pa	rallel with	h building	as on	both properties
SEPTIC SYSTEM: Is there a sept	ic system of the property? $ackslash$	YES 🛛 NO	Ű		- / /
What is current or planned sys			system	V/A	
WATER SOURCE: Municipal		□ Well /	V/A	•	
LEGAL ACCESS TO LOT(S) (Stree	et Name):				
Mitket Highway					
TYPE OF APPLICATION & BASE FEE					
□ 19.84 Zoning Change (\$100)					
□ 18.18 Record of Survey (\$50) (Note: No Public Notice Fee)					
18.20 Minor Subdivision/18.24 Preliminary Plat/18.19 Replat (\$75 + \$10 per lot) Replat					
□ 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): Reid Brothers Logging + Construction, Inc. Date: 5/18/22					
COOCIE					
Owner: Date: 5/19/22					
Owner: The Child Vice President Date: 5/19/22					2
Owner: Borough Manager Date: 6/7/22					2
	ייין איז				

A



Reid Brothers Logging & Construction339 Mitkof HighwayandPetersburg Borough329 Mitkof Highway

ederick Dr.

Frederick Dr

Sources: Earl, HERE, Garmin, USGS, intermap, INCREMENT P, Korea, Earl (Thalland), NGCC, (c) OpenStreetMap contributors, a

PROPERTY AREA

Kupreanof

Petersburg

Mill Rd

Wrangell Narrows

Heights Dr

Olsen Ave

Duncan-Canal-Portage

Excel St

Petersburg James A Johnson Airport

Airport Bypass Rd

Fram St Haugen Dr

> P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri s, and the GIS User Community

