



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Agenda Planning Commission Regular Meeting

Tuesday, January 13, 2026

12:00 PM

Assembly Chambers

You are invited to a Zoom meeting.

When: Tuesday, January 13, 2026, 12:00 PM Alaska

Topic: Tuesday, January 13, 2026, Regular Planning Commission Meeting

Please click the link below to join the webinar:

<https://petersburgak-qov.zoom.us/j/87266096801?pwd=LpmBLbas1jPf25blZtAZ410A6wEUdl.1>

Passcode: 733691

Webinar ID: 872 6609 6801

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. December 9, 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. Consideration of an application from Central Council Tlingit Haida for a minor subdivision at 1200 Haugen Drive (PID: 01-012-010).

B. Recommendation to the Borough Assembly regarding a vacation of a portion of the North 9th Street right-of-way.

C. Recommendation to the Borough Assembly regarding a rezone of a proposed lease lot at the end of Dock St. from un-zoned to Industrial with Marine Industrial overlay. (PID: 00-000-000)

D. 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.

8. Non-Agenda Items

A. Commissioner Comments

- Continuation of discussion on recommendation to Borough Assembly regarding Wireless Communication Facilities

B. Staff Comments

- December Zoning Practice

C. Next Meeting is February 10, 2026.

9. Adjournment



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Planning Commission Regular Meeting

Tuesday, December 09, 2025

12:00 PM

Assembly Chambers

1. Call to Order

Commissioner Vice-Chair Heather O'Neil called the meeting 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

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

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

Judy Ohmer spoke representing herself to bring awareness to the lack of ordinances regarding the planning aspect of the towers being erected. She encouraged the Planning Commission to take a closer look at the ordinances, permitting and what needs to be in place to protect ourselves.

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 that this is a good idea, 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 was to add agenda items to a meeting. A clear procedure has been written for the Commissioners to ensure 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.

Vice-Chair O'Neil proposed adding an agenda item for next month to consider zoning amendments to Industrial, Commercial 1, and Commercial 2 ordinances all which speak to communication towers as principal uses permitted. The amendments would add the language "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 focused on the delayed submission of zoning changes, including concerns about the legality and the need for attorney review.

Commission Secretary Fine-Walsh retracted the motion.

Commissioner Cline submitted a written proposal for an action item to be included on the January 13, 2025 Planning Commission agenda. 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 is January 13, 2026.

9. Adjournment

The meeting adjourned at 1:36PM.

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

PLANNING COMMISSION RESOLUTION NO. 2026-0101
A RESOLUTION OF THE PETERSBURG BOROUGH PLANNING COMMISSION RECOMMENDING THE APPROVAL OF A
MINOR SUBDIVISION
TO SUBDIVIDE A PARCEL TO CREATE A 10,036 SF LOT AT 1200 HAUGEN DR

WHEREAS, on January 13, 2026, the Planning Commission, acting as the Platting Board, conducted a duly and properly noticed public hearing to consider an application for a minor subdivision TO SUBDIVIDE A PARCEL TO CREATE A 10,036 SF LOT at 1200 HAUGEN DR, legally described as Ptn of USS 1168, and

WHEREAS, the applicant and staff presented testimony and evidence, and all interested persons were given the opportunity to provide public testimony regarding the application; and

WHEREAS, the Planning Commission has reviewed the staff report, attachments, and all relevant documents and materials, and has heard all testimony presented at the public hearing; and

WHEREAS, the Planning Commission has made the following findings of fact, based on substantial evidence in the record:

Finding 1: The proposed project meets the criteria for a minor subdivision of 18.20.010 as detailed in the staff report.

Finding 2: The applicant has demonstrated compliance with applicable zoning and development standards.

Finding 3: The applicant has submitted a plat that generally meets accepted standards for good draftsmanship.

NOW, THEREFORE, BE IT RESOLVED, that the Planning Commission of the Petersburg Borough, acting as the Platting Board, hereby approves the Minor Subdivision, subject to the following conditions:

Condition 1: Submit a plat with legible lettering meeting the generally accepted standards for good draftsmanship as prepared by a professional land surveyor, properly registered in the state of Alaska, drawn to scale, and provided in a format, size, suitable for recording.

Condition 2: Plat will have at least two outside corners of the whole subdivision tract referenced to publicly recorded survey markers.

BE IT FURTHER RESOLVED, that the chairperson is authorized to sign this resolution on behalf of the Planning Commission.

ADOPTED this 13 day of January, 2026, by the following vote:

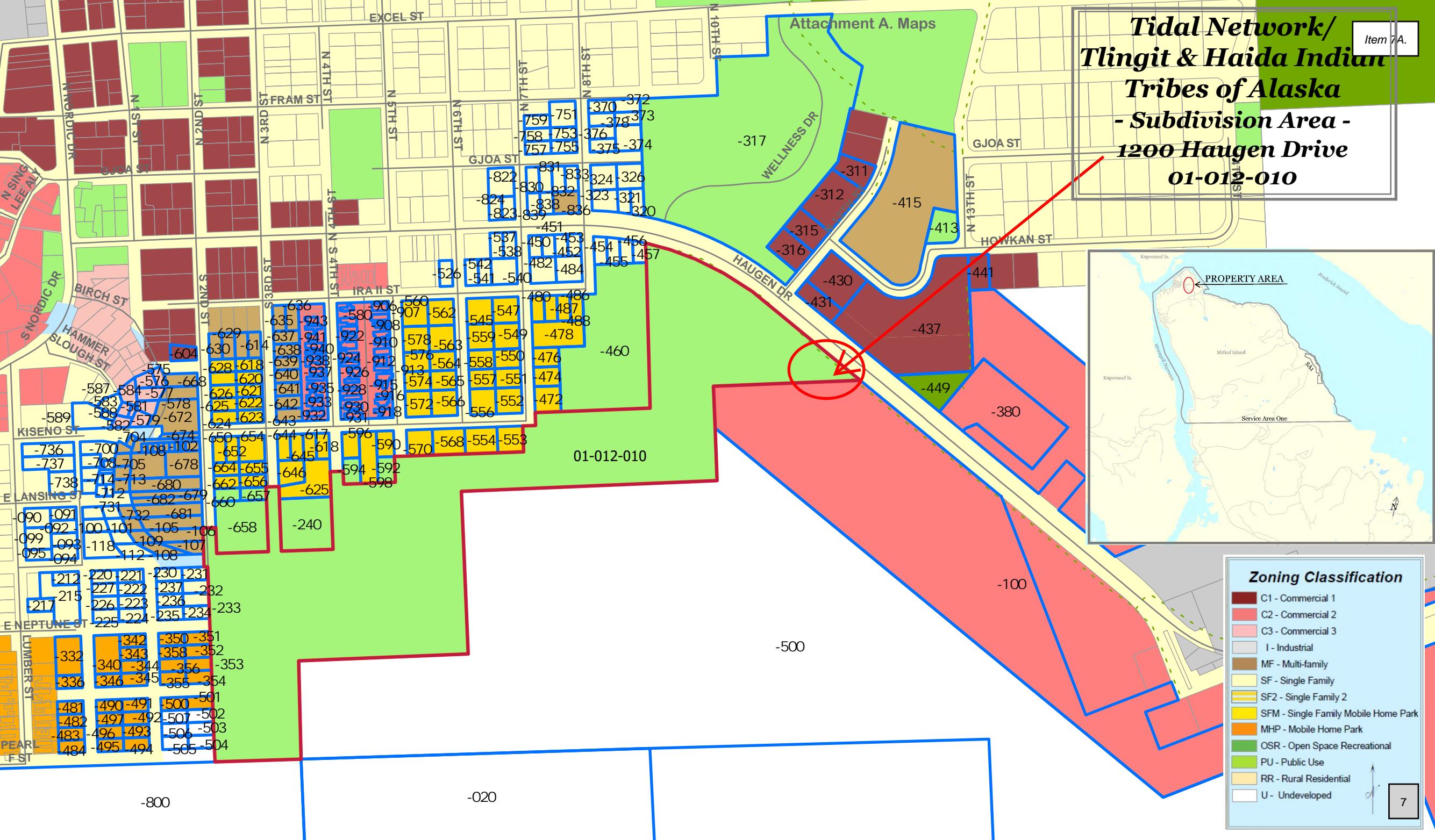
AYE:

NAY:

ABSENT:

Chair, Planning Commission

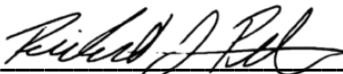
**Tidal Network/
Tlingit & Haida Indian
Tribes of Alaska
- Subdivision Area -
1200 Haugen Drive
01-012-010**



Attachment B. Applicant Material



**PETERSBURG BOROUGH
LAND USE APPLICATION**

For Borough Use		Date:
Base Fee:		Check No. or CC:
Public Notice Fee: \$70		Received by:
Total:		Code to: 110.000.404110
APPLICANT INFORMATION		
NAME: Richard Peterson		
PROPERTY INFORMATION		
PHYSICAL ADDRESS or LEGAL DESCRIPTION: 1200 Haugen Drive		Lot Size:
LOT:	BLOCK:	SUBDIVISION:
PARCEL ID: 01-012-010		PLAT #: OVERLAY:
ZONE:		
Current Use of Property: Owned by the City of Petersburg		
Proposed Use of Property: A build site for Fixed Wireless Broadband with the capacity to expand emergency services, cellular carriers, radio equipment, etc.		
LEGAL ACCESS AND UTILITIES		
WASTEWATER SYSTEM: What is the current or planned system? <input type="checkbox"/> Municipal <input type="checkbox"/> DEC-approved on-site system		
WATER SOURCE: What is the current or planned system? <input type="checkbox"/> Municipal <input type="checkbox"/> Cistern/Roof Collection <input type="checkbox"/> Well		
LEGAL ACCESS TO LOT(S) (Street Name): Haugen Drive		
TYPE OF APPLICATION AND BASE FEES		
<input type="checkbox"/> 18.18 Record of Survey (\$50) (Note: No Public Notice Fee)		
<input checked="" 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 Subdivision applications, please submit a prepared plat map as required by borough code.		
SIGNATURE(S)		
I hereby affirm all 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):		
	Date: 12/05/2025	
Owner (if different from applicant):	Date:	
Owner (if different from applicant):	Date:	

CERTIFICATE OF OWNERSHIP
I, THE UNDERSIGNED, HEREBY CERTIFY THAT I AM THE OWNER OF THE HAUGEN SUBDIVISION AS SHOWN ON THIS PLAT. I APPROVE THIS SURVEY AND PLAT.

XX XX XX
1200 HAUGEN DRIVE, PETERSBURG,
ALASKA 99833

DATE

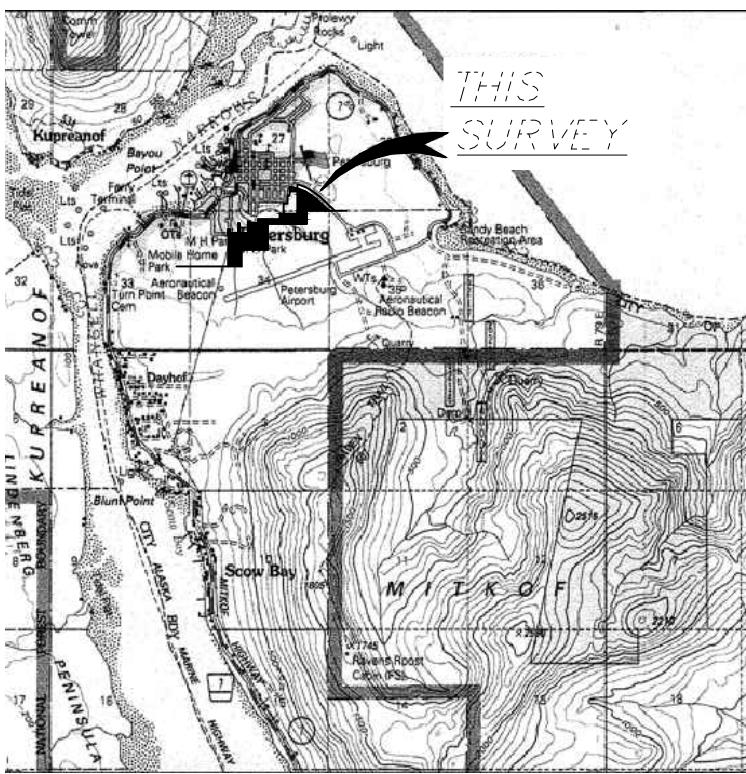
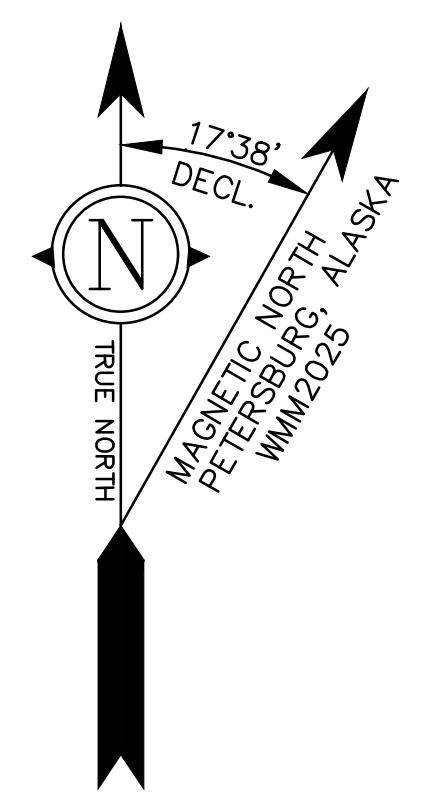
NOTARY'S ACKNOWLEDGEMENT
SUBSCRIBED AND SWORN TO BEFORE ME THIS _____ DAY OF
20_____
BY: _____
(PERSON APPEARING)
NOTARY PUBLIC FOR ALASKA
MY COMMISSION EXPIRES _____

PLAT APPROVAL
I CERTIFY THAT THIS SUBDIVISION PLAT AS SHOWN COMPLIES WITH THE SUBDIVISION REGULATIONS OF THE CITY OF PETERSBURG. THIS SUBDIVISION PLAT IS APPROVED FOR THE RECORDING BY THE DISTRICT RECORDER IN THE PETERSBURG RECORDING DISTRICT.

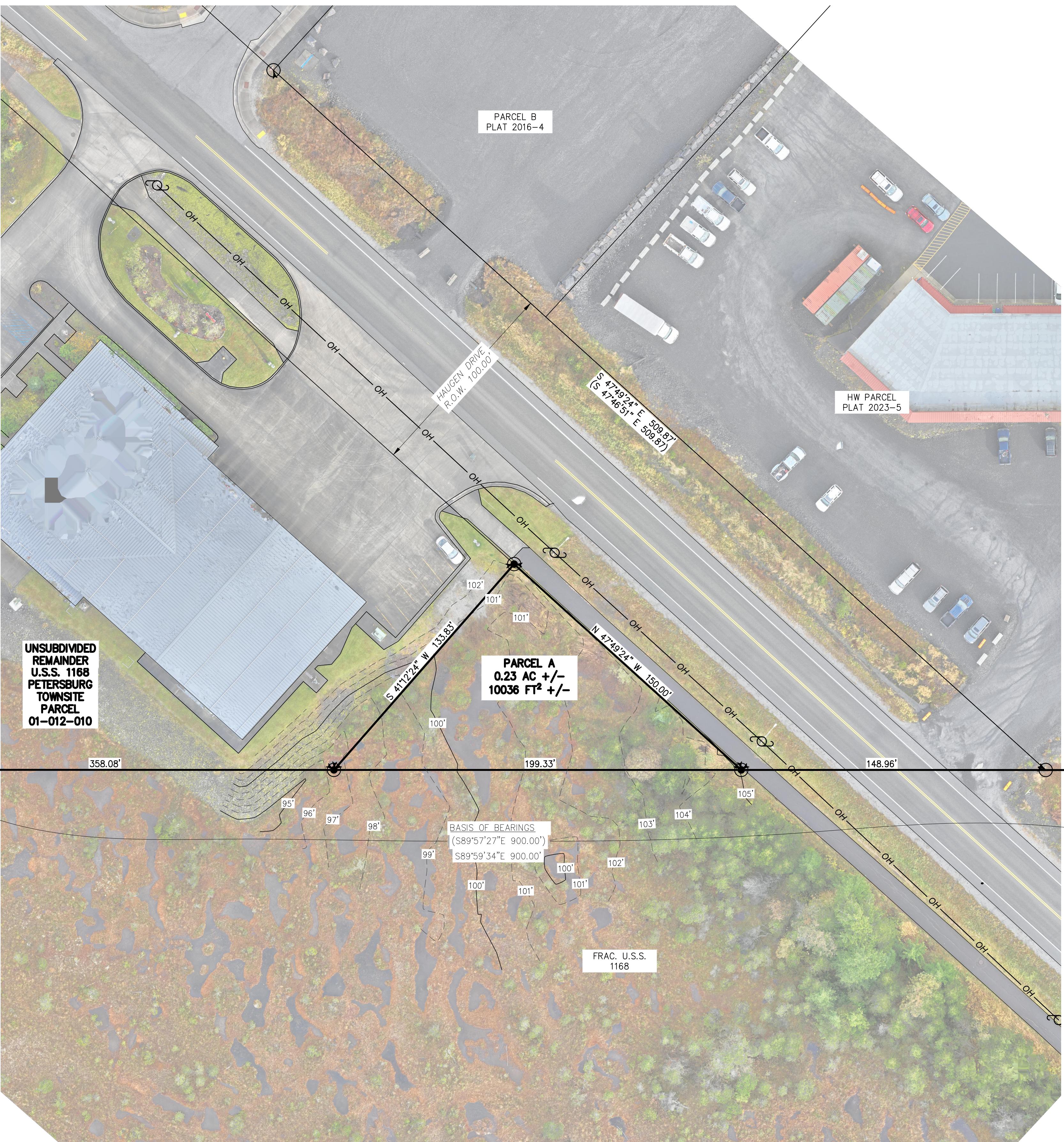
DATE _____ CHAIR, PETERSBURG PLATTING BOARD
DATE _____ ATTEST
SECRETARY, PETERSBURG PLATTING BOARD

TAX CERTIFICATE
I CERTIFY I AM THE FINANCE DIRECTOR OF THE CITY OF PETERSBURG. U.S. SURVEY NO.1168 IS OWNED BY THE CITY OF PETERSBURG, SO THERE ARE NO TAXES ASSESSED AGAINST THIS PARCEL.

NAME: _____ DATE: _____



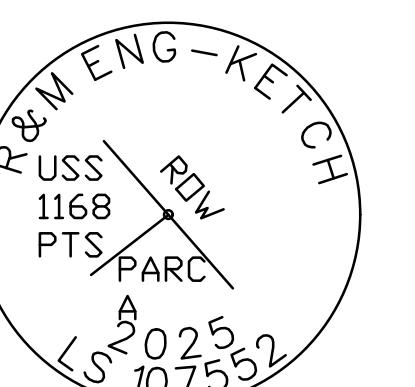
VICINITY MAP
SOURCE: U.S.G.S. QUADRANGLE PETERSBURG
(D-3), ALASKA 1986
1" = 1 MILE



NOTES

1. THE EXISTING ORIGINAL CORNERS WERE RECOVERED AND USED TO CONTROL AND CALCULATE THE LOCATION OF THE SUBDIVISION BOUNDARIES, AS SHOWN ON THIS PLAT.
2. SET 30" LONG 5/8" DIAMETER REBAR WITH 2" ALUMINUM CAP WITH PLASTIC INSERT AT LOCATIONS AS INDICATED ON THIS PLAT, STAMPED AS SHOWN IN THE TYPICAL.
3. THE ERROR OF CLOSURE OF THIS SURVEY DOES NOT EXCEED 1:5000, AND/OR CORNER POSITIONS HAVE A RELATIVE POSITION ACCURACY AT THE 95 PERCENT CONFIDENCE LEVEL OF 0.13 FEET PLUS 100 PPM.
4. ALL BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARING AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.
5. THIS PLAT IS SUBJECT TO:
 1. THIS PLAT IS SUBJECT TO THE NOTES AND EASEMENTS SHOWN ON PLAT 2009-16.
 2. THIS PLAT IS SUBJECT TO THE NOTES AND EASEMENTS SHOWN ON PLAT 2024-5.
 3. THIS PLAT IS SUBJECT TO THE NOTES AND EASEMENTS SHOWN ON PLAT 2010-1.
 4. THIS PLAT IS SUBJECT TO THE NOTES AND EASEMENTS SHOWN ON PLAT 69-202.
 5. THIS PLAT IS SUBJECT TO THE NOTES AND EASEMENTS SHOWN ON PLAT 2023-5.
 6. THIS PLAT IS SUBJECT TO THE NOTES AND EASEMENTS SHOWN ON PLAT 2016-4.

**TYPICAL SECONDARY
MONUMENT
SET THIS SURVEY**



SET 5/8" X 30" LONG
REBAR (UNLESS OTHERWISE
NOTED) AND 2" ALUMINUM
CAP WITH PLASTIC INSERT

LEGEND	
	FOUND PRIMARY MONUMENT-3 1/4" DIA. ALUM. CAP ON 2 1/2" DIA. ALUM POST WITH MAGNET UNLESS OTHERWISE NOTED
	SECONDARY MONUMENT RECOVERED
	SECONDARY MONUMENT SET THIS SURVEY
<hr/>	UNSURVEYED
<hr/>	SURVEYED
OH	OVERHEAD UTILITY LINE
(S 89°57'27"E 900.00')	RECORD BEARING AND DISTANCE PLAT 2009-16
	UTILITY POLE

BASIS OF BEARING

BEARINGS SHOWN ARE NAD 83 GEODETIC BEARINGS BASED ON HIGH PRECISION GLOBAL NAVIGATION SATELLITE SYSTEM TECHNOLOGY, USING TRIMBLE R10-2 RECEIVERS, DIFFERENTIALLY CORRECTED, AND PROCESSED USING TRIMBLE BUSINESS CENTER SOFTWARE VERSION 2025.10. DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.

SCALE 1"=30'

THIS DRAWING MAY BE REDUCED, VERIFY SCALE BEFORE USING
0 15 30 60 90 120 FEET
0 3 6 9 12 15 30 36 METERS
1 METER = 3.280833 U.S. SURVEY FEET
1 U.S. ACRE = 0.4047 HECTARES

DATE OF SURVEY: R&M ENGINEERING-KETCHIKAN, INC.
BEGINNING: OCTOBER 2025 7180 REVILLA ROAD, SUITE 300
ENDING: OCTOBER, 2025 KETCHIKAN, AK 99901
Phone: (907) 225-7917
CERTIFICATE OF AUTHORIZATION #: C576

**A PLAT OF
HAUGEN SUBDIVISION
CREATING PARCEL A**

A SUBDIVISION OF
USS 1168 PETERSBURG TOWNSITE
PARCEL 01-012-010
LOCATED WITHIN
USS 1168 PETERSBURG TOWNSITE

CREATING PARCEL A
CONTAINING 0.23 ACRES MORE OR LESS
PETERSBURG RECORDING DISTRICT

SURVEYOR'S CERTIFICATE
I HEREBY CERTIFY THAT I AM PROPERLY REGISTERED AND LICENSED TO PRACTICE LAND SURVEYING IN THE STATE OF ALASKA, THAT THIS PLAT REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, THAT THE MONUMENTS SHOWN HEREON ACTUALLY EXIST AS DESCRIBED, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT.

DATE: CHRISTOPHER G. PIBURN, PLS # 107552

PRELIMINARY
PROFESSIONAL LAND SURVEYOR
CHRISTOPHER G. PIBURN, PLS # 107552



DRAWN BY: EHB
DATE: NOVEMBER 2025
SURVEYOR: EHB
SCALE: 1"=30' CHECKED: CGP
RM PROJECT NUMBER 252759.01

CERTIFICATE OF OWNERSHIP

I, THE UNDERSIGNED, HEREBY CERTIFY THAT I AM THE OWNER OF THE HAUGEN SUBDIVISION AS SHOWN ON THIS PLAT. I APPROVE THIS SURVEY AND PLAT.

XX XX XX
1200 HAUGEN DRIVE, PETERSBURG,
ALASKA 99833

NOTARY'S ACKNOWLEDGEMENT

SUBSCRIBED AND SWORN TO BEFORE ME THIS _____ DAY OF

20_____
BY: _____
(PERSON APPEARING)

NOTARY PUBLIC FOR ALASKA
MY COMMISSION EXPIRES _____

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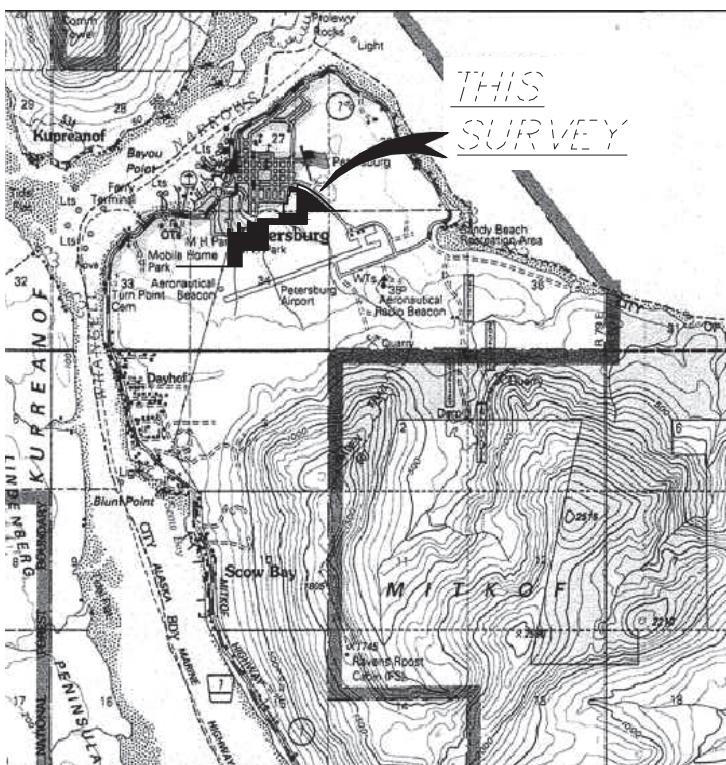
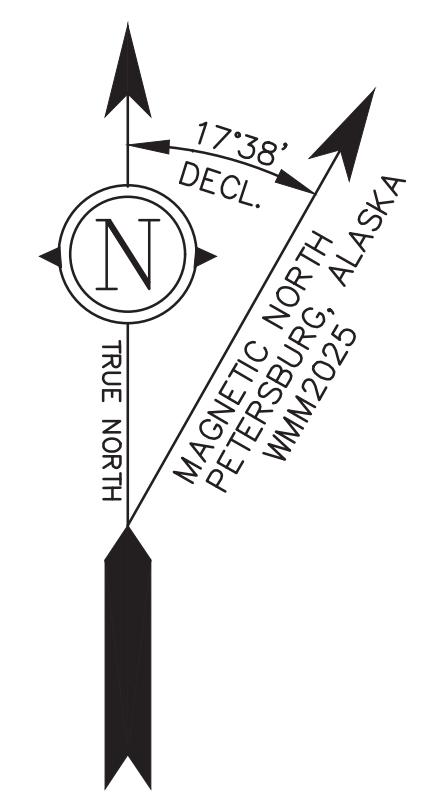
DATE: _____ CHAIR, PETERSBURG PLATTING BOARD

DATE: _____ ATTEST
SECRETARY, PETERSBURG PLATTING BOARD

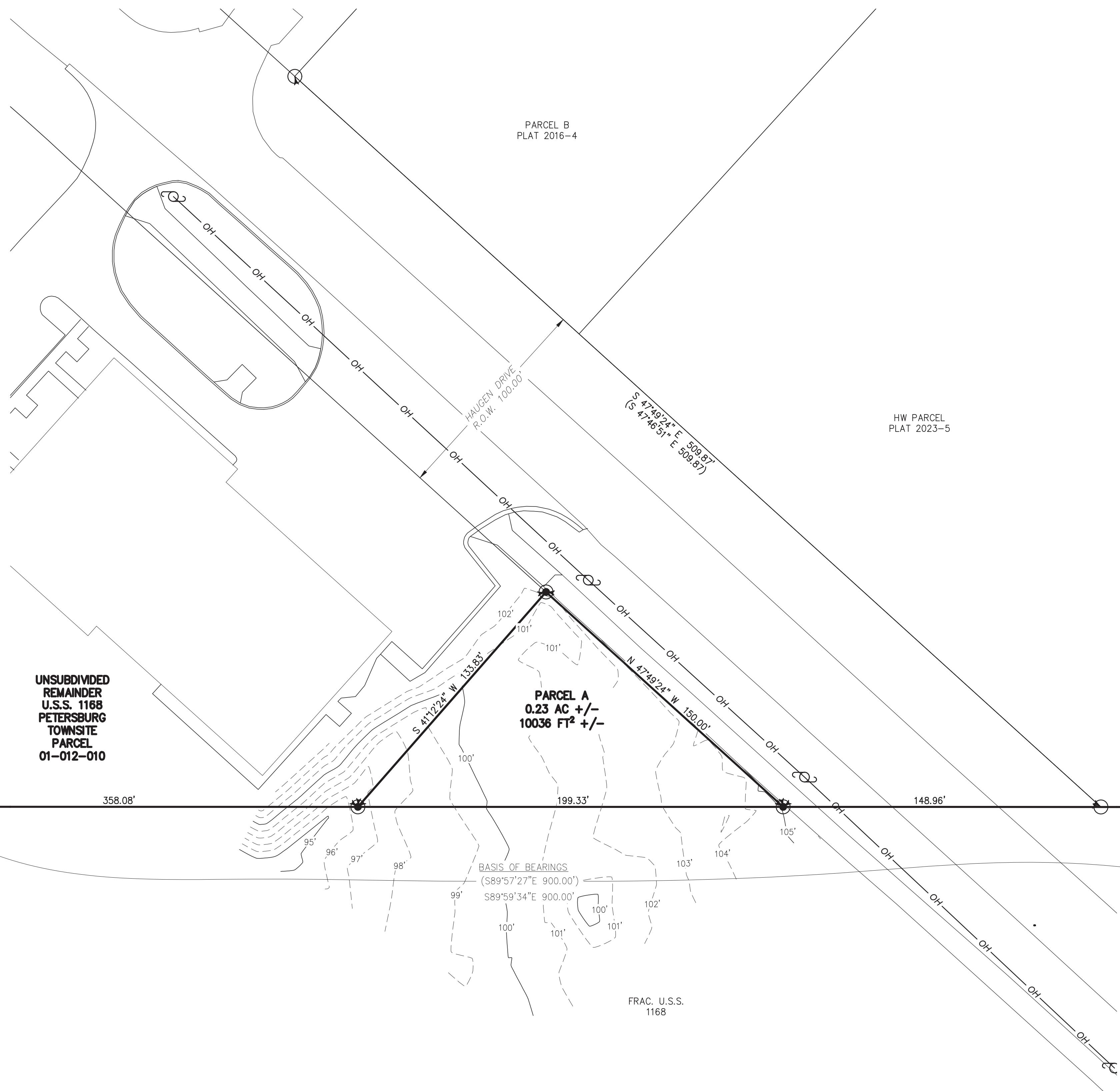
TAX CERTIFICATE

I CERTIFY I AM THE FINANCE DIRECTOR OF THE CITY OF PETERSBURG. U.S. SURVEY NO. 1168 IS OWNED BY THE CITY OF PETERSBURG, SO THERE ARE NO TAXES ASSESSED AGAINST THIS PARCEL.

NAME: _____ DATE: _____



VICINITY MAP
SOURCE: U.S.G.S. QUADRANGLE PETERSBURG
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CAP WITH PLASTIC INSERT

LEGEND	
⊕	FOUND PRIMARY MONUMENT-3 1/4" DIA. ALUM. CAP ON 2 1/2" DIA. ALUM POST WITH MAGNET UNLESS OTHERWISE NOTED
○	SECONDARY MONUMENT RECOVERED
●	SECONDARY MONUMENT SET THIS SURVEY
—	UNSURVEYED
—	SURVEYED
OH	OVERHEAD UTILITY LINE
(S 89°57'27"E 900.00')	RECORD BEARING AND DISTANCE PLAT 2009-16
○	UTILITY POLE

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283.63' 3.5" BC COR 34
PSG AP BOUNDARY

3.5" BC COR 33
PSG AP BOUNDARY

SCALE 1"=30'

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DATE

CHRISTOPHER G. PIBURN, PLS # 107552



PRELIMINARY
PROFESSIONAL LAND SURVEYOR

DRAWN BY: EBH
DATE: NOVEMBER 2025
SURVEYOR: EBH
SCALE: 1"=30' CHECKED: CGP
RM PROJECT NUMBER 252759.01

From: [Kurt Kvernvik](#)
To: [Anna Caulum](#)
Subject: letter for Psg Planning Commission
Date: Saturday, January 3, 2026 2:53:41 PM
Attachments: [5 G tower letter 2026.docx](#)

External Email! Use Caution

Hi Anna, please see the attached letter for the Public Hearing for the 5G tower. Kurt Kvernvik (907) 518 0086

January 3, 2026

Petersburg Borough Planning Commission

RE: Consideration of an application from Central Council Tlingit Haida for a fixed wireless broadband

My name is Kurt Kvernvik and my wife Janet, and I own a home located at 105 south 7th street, just off IRA street. Our residence is approximately 1000 feet from the proposed 5 G tower placement.

We have taken time to research 5 G technology and the towers that are used to transmit radio waves. A simple google search will pull up many opinions and research concerning the use of cell phones and the safety of being near the towers that provide the signal for them.

There is a large amount of information on the web concerning the subject of RF effects on animals and less so on humans. Much of what I read could lead a person to conclude that the RF emissions from cell towers are in general considered to be 100% safe for humans to be exposed to.

Also based on past and current scientific studies, it is open for a person to conclude that there are health concerns regarding neurological symptoms, sleep disturbances, headaches, reproductive issues and cancer risks. (This paragraph was copied from a scientific study in France that is listed at the American Cancer Society web site).

As it turns out, there are very few studies among the thousands on the subject that look specifically if there is a link between 5G towers and adverse effects to humans. Most organizations call for higher quality long term studies. Particularly for the High Frequency millimeter waves used by 5G towers.

The more one looks at the subject, the more it becomes clear that there is much more research to be done. This is not surprising at all as there are many things in life that do not adversely affect us until years or decades of exposure or use have transpired. There were many medicines, consumer products and treatments in the past that were once considered safe and effective. Asbestos, Lead Paint, Lobotomies, Mercury, Cocaine, Heroin cough suppressant, DDT, Talc, Radium, Arsenic, Benzene, and Tabaco all come to mind.

As with many health issues of the day, we do not know who to trust to give us an unbiased answer. I think it may be decades before we have any conclusive proof as to whether 5g towers are safe or harmful to Humans. So, for now, let's assume that RF exposure levels, as stated, are low and that the long-term RF effects from the tower will not damage our health.

What may affect us adversely is our property value.

There is nearly 100% consensus that having a cell tower near your dwelling lowers your property values. Anywhere from 2.8% all the way to 20%. Homes near cell towers are also on the market longer than homes that are not. So, expect to have your home worth less and to have a harder time selling your home if it is near a cell tower.

Would anyone in this room care to live 100 feet from a tower? How about 200 feet? Would this be a factor in buying your dream house? What is the perfect distance if 200 feet is too close?

Whether my wife and I have health concerns does not change our homes value. But what does matter to our homes value is whether potential home buyers have any health concerns with living close to a cell tower when they are looking at our home to purchase.

I think the city should do everything possible to protect its citizens from adverse harm to health or property. Do you plan to compensate homeowners if their property value declines? How about if their health declines?

We are not against 5G towers but feel that Central Council Tlingit Haida can find a less intrusive location. I ask the Borough to weigh the risk and reward of the 5G site and suggest a home for the tower that is more removed from locals' homes.

Sincerely,

Kurt & Janet Kvernivk
105 South 7th Street



December 19, 2025

JOSEY JESSICA
PO BOX [REDACTED]
[REDACTED]

NOTICE OF SCHEDULED PUBLIC HEARINGS

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

Consideration of an application from Central Council Tlingit Haida for a minor subdivision at 1200 Haugen Drive (PID: 01-012-010).

The public hearing and consideration of the application will be held:	Tuesday, January 13, 2026, 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

Name1	Name2
CHRIS FRY	
HEATHER O'NEIL	
SARAH FINE-WALSH	
JOHN JENSEN	
JOSHUA ADAMS	
MARIETTA DAVIS	
MIKA CLINE	
RICHARD PETERSON	
ALASKA STATE OF	
ANDERSON TROY E	ANDERSON ROSEANNE
BARNETT JAY	
BENITZ DAVID	BENITZ CEAN
BERKLEY BENJAMIN	
BROOKS ROBERT	BROOKS RAMONA
BUNGE TRUSTEE WILLIAM S S BUNGE TRUSTEE LINDA J	BUNGE LIVING TRUST
BUOTTE BLAKE	BUOTTE TAYLOR
CALHOUN JENNIFER	CALHOUN URIAH
CAPLES PENNIE	CAPLES DUSTIN
CARR REED	CARR TONYA
CASEY DERRICK	
CASTRO ERIC	
CHILDS HOLLY	
CHURCH OF GOD	BETHESDA FELLOWSHIP
CLEMENS GEORGE D	CLEMENS MARY A
CONNOR DUSTIN	
CONNOR MARIANNE	CONNOR WILLIAM H
COPELAND JEANETTE MARIE	FORGEY JR CARL G
COVINGTON MARY	
CRESON DAN	
CRISTINA KARNA	CRISTINA NEIL
DAHL JULIE D	
DUNHAM LARRY D	MACDONALD LARINE
ELLIS SANDRA J RESEERVED LIFE ESTATE	
ENGE IVAR K	
ENGE VALORI JEAN	ENGE IVAR KENNETH
EUDAVE JOSE LUIS	
FENTER CELESTIAL	
FIGUEROA MARCI	
FITTJE DANIEL	
FORD JOHN C	
FRANKLIN JESSICA L	FRANKLIN KYLE AND VIKKI

GIESBRECHT STEPHEN D	ROKEY MARY D
GRUNDBERG ERIC A	MARVIN MALENA
HAMILTON JENNIFER	
HAMMER & WIKAN	
HANSON JOHN	HANSON ARLENE
HAWLEY JESSICA	WEBER ERNEST
HEITSTUMAN BYRON	
HISAW EDMOND K	HISAW MELANIE G
HOMER STEPHEN DUANE	
HUETTL ANN P	
HUMPHREY JENNIFER	
INGLE DAWN R	
ISLAND PROPERTIES LLC	
JANKE JUDY	CARDENAS ABEL
JENNY NEIL	
JIMENEZ SAVANNAH	
JOHNSTON BILL	
JOSEY JESSICA	
KANDOLL BRIAN	KANDOLL CAROL
KANGAS DANIEL	
KEUTMANN CHELSEA	KEUTMANN PETER
KIVISTO KIMBERLY J	
KNIGHT JAMES ANDREW	KNIGHT KATHLEEN ANN
KVERNVIK KURT G	KVERNVIK JANET L
L&L HOLDINGS LLC	
LAMBE KELSEY J	MCCAY TREVOR
LAND MICHAEL	CRASKE MAX
LAPEYRI JASON	
LICHTENSTEIN MATTHEW S	WOOD HILARY A
LITTLETON RODNEY	LITTLETON IRENE J
LOCKHART MARCI A	
LOPEZ CHRISTOPHER & LORENZO	LOPEZ CECILIA & CHRISTINA
LOUCKS MICHAEL	LOUCKS DENISE
LUND PAUL	
LYONS COLYN S	LYONS CARLEEN K
LYONS NATOCHA	
LYONS NEIL S LYONS JACK & GREGORY	
MALDONADO-LOPEZ ALEJANDRO	WARE VERONICA
MARDEN DEBBIE	
MARSH OTIS	MARSH DIANE
MARTIN MARIA	
MARTIN ROBERT W	MARTIN BECKY J
MARTINEZ VICTORIA	

MCCULLOUGH LAUREL	MCCULLOUGH KARIN
MCMURREN ALEC	MCMURREN NICOLE
MCMURREN PATRICK L	C/O DANDO FINANCIAL LLC
MIDKIFF NATHAN	
MILLER CHRIS	
MORRISON BLAKE ANTHONY	MORRISON COURTNEY ANN
MOST WORSHIPFUL GRAND LODGE OF FREE AND ACCEPTED*	GRAND LODGE OF ALASKA
MULBURY BRANDY	
MUMBY RYAN	
NAYLOR ANDREA	
NELSON RYAN	NELSON ARLEN
NEWLUN NEIL	NEWLUN MARGARET
NICHOLS THIMOTHY ALLEN	
NORTHWIND APARTMENTS LLC	
OHMER DAVE N	
OHMER NICHOLAS E	OHMER RACHEL M
OLSEN GORDON SCOTT	
OLSEN ROBERT G JR	OLSEN NICCOLE M
OLSON KEN	
OLSON MICHAEL	
ORTIZ GOMEZ QUINTIN M	
OSBORNE JEAN	
OTNESS DIANE	BIRCHELL GREG
PADGETT ROBERT C	PADGETT JOAN D
PATTESON RICHARD M	
PAUL CARSON S	PAUL SONJA A
PEELER DONALD R	
PETERSBURG INDIAN ASSOCIATION	
PHILLIPS THERESA	
PILCHER JERRID W	PILCHER REBECCA M
RANDRUP JEFF A	RANDRUP MELVA Y
RANDRUP PATRICIA P	
RICHARDS BRAIN	RICHARDS ALEKSANDRA
RICHARDS DONALD	
ROBERGE SCOTT W	SMITH JANE
ROCKNE TOM	
RONIMOUS MARVIN E JR	
ROUNDTREE DANE T	
ROUSSEAU LINDA	ROUSSEAU HAROLD
RUSK DANNY M	GARWOOD RAMONA
SAKAMOTO CHRISTINA L	
SALLENBACH WILLIAM	SALLENBACH BRENDA
SCHNEIDER KATHRYN M	

SCHWEITZER DAN
SEMITARA ASTER
SHAY TIMOTHY
SHELDON MICHAEL
SHORT LUKE P
SMALL JOHN M
SNIDER JEANETTE
SOMERVILLE BARBARA
STEELE WILLIAM
STURGEON MARK A
SUNSET CONDOMINIUM ASSOCIATION
THOMAS NYLE
THOMASSEN FRED
THYNES DAVID C
TOTH JESSICA
UNITED STATES POSTAL SERVICE ATT: R.C. AUTH
US COAST GUARD
V&J PROPERTIES 1 LLC
VERSTEEG NICHOLAS A
VERWERS SHANNON L
WAECHTER ROBERT LOUIS
WAGNER JILL
WARE ADAM
WASHBURN HUGH DEVERE TRUSTEE
WEAVER PAT ELAINE
WELCH TRACY
WIGLE SHERMAN
YOUNGBERG NAOMI R
YUEN FRANCES
ZERINGUE BLAKE
ALASKA DOT & PF
MARVIN MALENA
SHAY SUSAN
STRICKLAND RALPH
STURGEON RUFINA P
C/O GREG LUTTON
THYNES TANYA C
WAECHTER CHRISTINE LYNN
WARE WILLIAM JR
YOUNGBERG BARRY D
GRUNDBERG ERIC A

PLANNING COMMISSION STAFF REPORT

Action # 2026-0104
Meeting Date: 1/13/2026
Applicant(s): Thompson, Overdorff, Medalen, Curtiss
Property Owner(s): Petersburg Borough
Agent/Representative:
Property Address:
Legal Description: Ninth St Right of Way
Parcel ID
Acreage/Lot Size approx: 13,100 sq ft.
Current Zoning n/a
Comp Plan Designation: n/a
Request Type: Vacation of a right-of-way.

EXECUTIVE SUMMARY

Applicant Request: Vacation of portion of North 9th Street ROW (between Excel St. & Fram St.)

Staff Recommendation: Approve with conditions

Key Issues:

PROJECT DESCRIPTION

SITE CHARACTERISTICS

Size: approx: 13,100 sq ft.
 Topography: n/a
 Existing Structures: n/a
 Legal Access: Excel St & Fram St
 Utilities: adjacent
 Flood Zone: n/a
 Constraints: n/a

ZONING AND LAND USE ANALYSIS

Current Zoning

Zone n/a

Intent

Principal Uses

Conditional Uses

Surrounding Zoning		Existing Land Use	
North	Single-family Residential	North	Residential
South	Public Use	South	Commercial/Industrial
East	Single-family Residential	East	Residential
West	Single-family Residential	West	Residential

LOT DEVELOPMENT STANDARDS**STANDARDS ANALYSIS (PMC 18.30.020-18.30.050)**

The platting authority shall inquire into and determine the merits of the relief petitioned for and make such order as justice and the public welfare require.

The proposed ROW vacation eliminates a 250' platted ROW between Excel St and the undeveloped portion of Fram St.

DEPARTMENT REVIEWS

Department Name	Comments
Public Works	No Comments
PMPL	No Comments
Fire/EMS	No Comments

PUBLIC NOTICE

The borough provided public notice consistent with PMC 18.30.030. Notice was mailed by first class mail to the owner of record of the property within a distance of six hundred feet of the exterior boundary of the property that is the subject of the application. See Attachment D for notification list.

FINDINGS AND CONDITIONS OF APPROVAL**Findings of Fact**

- Finding 1: The proposed vacation would not impede access to any existing parcel.
- Finding 2: The right-of-way has no value to the municipality.
- Finding 3: All adjacent owners have signed the petition indicating an interest in acquiring a their share of the vacated ROW.

Proposed Motion

I move to recommend to the Borough Assembly approve the vacation of a portion of the North 9th Street ROW between Excel St and Fram St. per US Survey 1252A.

Recommended Conditions of Approval

- Condition 1: Vacated portion of the right-of-way must be absorbed into adjacent lots.
- Condition 2:

ALTERNATIVES

The Planning Commission has the following options:

- 1. Recommend approval of the application as submitted**
- 2. Recommend approval of the application with staff-recommended conditions**
- 3. Recommend approval of the application with modified conditions**
- 4. Continue the hearing to allow for additional information or public input**
- 5. Recommend the application be denied.**

If the Planning Commission chooses to recommend the application contrary to staff recommendation, specific findings supporting that decision should be provided.

ATTACHMENTS

A. Maps	C. Public Comments
B. Applicant Materials	D. Public Notice

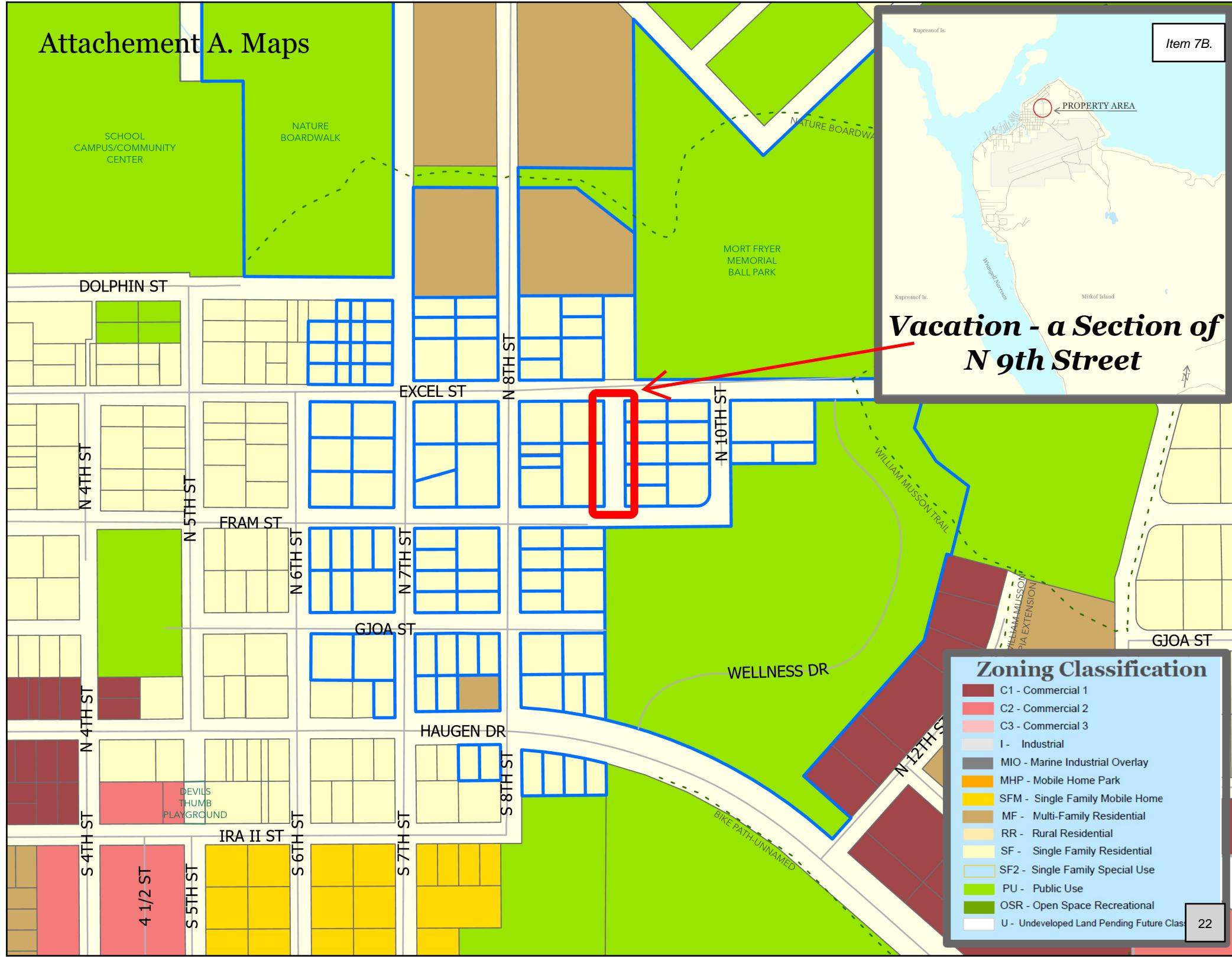
APPEAL (PMC 19.92)

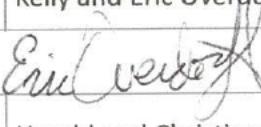
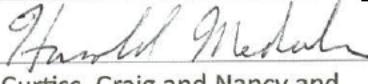
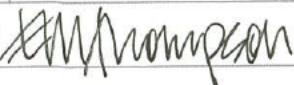
If approved by the Planning Commission, this decision may be appealed to the Borough Assembly within 10 days of

the Planning Commission's decision by the Applicant; a property owner within 600 feet of the subject property; or any governmental agency, that may be adversely affected by the decision. Appeal forms are available at the Borough Clerk's office and must be accompanied by the required fee.

Attachment A. Maps

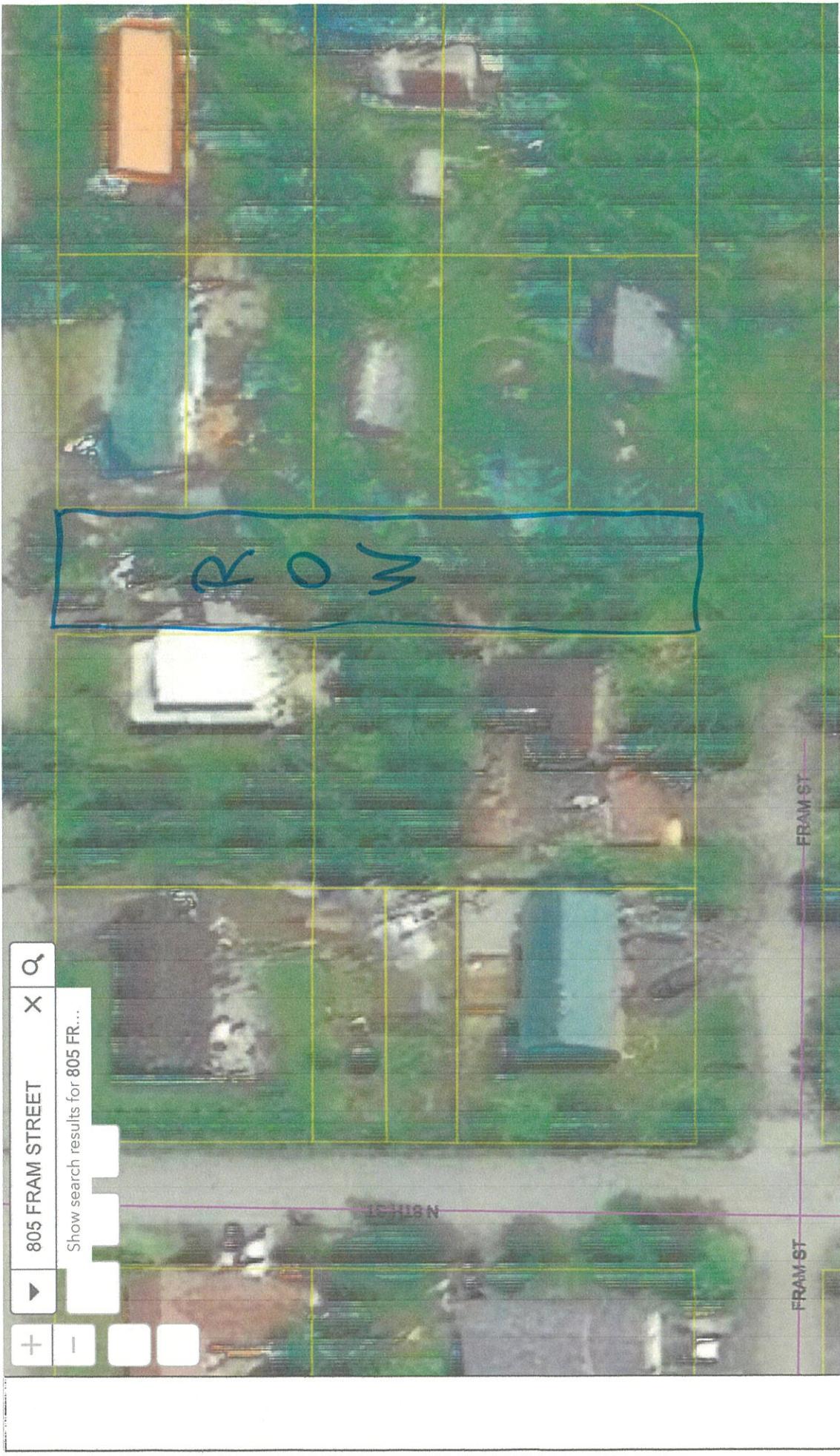
Item 7B.



PETERSBURG BOROUGH R.O.W. VACATION		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:	
APPLICANT/AGENT		PROPERTY OWNER(S)	
NAME: Elizabeth and Harold Thompson		NAME Thompson Living Trust	
MAILING ADDRESS: [REDACTED]		MAILING ADDRESS: Same	
CITY/STATE/ZIP: Petersburg, AK 99833		CITY/STATE/ZIP	
PHONE: [REDACTED]		PHONE	
EMAIL [REDACTED]		EMAIL	
Adjacent Properties			
Number of Lots/Parcels Affected by Vacation: 2		Subdivision: Airport Addition	Plat #: 77-2
SUBMITTALS:			
Please include a copy of plat.			
SIGNATURE(S):			
I (we) do hereby apply for a vacation of the borough owned easement/right-of-way/land in accordance with the provisions of Title 18, SUBDIVISIONS of the Petersburg Municipal Code.			
I (we) am (are) the owners of the real estate which borders said borough-owned easement/right-of-way/and, which is generally described above.			
Lot/Block	Owner(s) Name	Mailing Address	Email
7A / 237	Kelly and Eric Overdorff	[REDACTED]	[REDACTED]
Signature: 			
1,2,3 / 239	Harold and Christine Medalen	[REDACTED]	[REDACTED]
Signature: 			
4, 5 / 239	Curtiss, Craig and Nancy and Trust	[REDACTED]	
Signature: 			
9A / 237	Elizabeth and Harold Thompson / Living Trust	[REDACTED]	
Signature: 			



Click to return to borough web site



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December 19, 2025

WARE WILLIAM A WARE CHRISTINE J
PO BOX [REDACTED]
[REDACTED]

NOTICE OF SCHEDULED PUBLIC HEARINGS

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

Recommendation to the Borough Assembly regarding a vacation of a portion of the North 9th Street right-of-way.

The public hearing and consideration of the application will be held:	Tuesday, January 13, 2026, 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

Name1	Name2
CHRIS FRY	
HEATHER O'NEIL	
SARAH FINE-WALSH	
JOHN JENSEN	
JOSHUA ADAMS	
MARIETTA DAVIS	
MIKA CLINE	
ANDERSON RODNEY	ANDERSON MELINDA
BEAL R WILLIAM	BEAL TERRIE L
BETHESDA FELLOWSHIP	BETHESDA FELLOWSHIP
BUNGE WILLIAM	BUNGE LINDA J
CANIK HEATHER D	
CASTRO ERIC	
CHURCH OF GOD	BETHESDA FELLOWSHIP
CLEMENS GEORGE D	CLEMENS MARY A
COLLISON JEREMY N	COLLISON MARISSA A
CURTISS CRAIG	CURTISS NANCY A
DUNHAM LARRY D	MACDONALD LARINE H
EILENBERGER MARILYN H	
EWING LYNN R	EWING DONNA M
HALTINER FRED E	HALTINER KAREN R
HOFSCHULTE JAY	
JOHNSON CARLEE RAE	BAXTER-MCINTOSH RANS
KAER JOHN C	KAER VICTORIA G
KAINO DOUGLAS	MCNUTT NAN
LARSON ERIK C	
LITTLETON RYAN	
LOCKHART MARCI A	
MARSH OTIS	MARSH DIANE
MARTIN DAVID S	
MARTIN ROBERT W	MARTIN BECKY J
MEDALEN HAROLD D	MEDALEN CHRISTINE
NELSON DONALD NELSON BETTY	
OHMER DAVE N	
OLSEN GORDON SCOTT	
OTNESS HOLLI	OTNESS NELS
OTNESS NELS K III	OTNESS HOLLI I
OVERDORFF ERIC C	OVERDORFF KELLY J
PALLIARD MATTHEW P	
PETERSBURG LITTLE LEAGUE	
PILCHER JERRID W	PILCHER REBECCA M
RANDRUP JEFF A	RANDRUP MELVA Y
SCHNEIDER KATHRYN M	
SMALL DALTON E L	
SNIDER BROCK	
STANTON GREGOR JAY	STANTON GREGOR LEA
STEELE WILLIAM	
STEWART DAVID L	
THOMPSON ELIZABETH M	
TURLAND BECKY A	
US COAST GUARD	
VALENTINE JAMES	VALENTINE MADELEINE
WAECHTER ROBERT LOUIS	WAECHTER CHRISTINE LYNN
WARE ADAM	WARE WILLIAM JR
WARE WILLIAM A	WARE CHRISTINE J
WRIGHT CHADWICK C	JOHNSON SARAH A

PLANNING COMMISSION STAFF REPORT

Action #	2026-0103
Meeting Date:	1/13/2026
Applicant(s):	Petersburg Borough
Property Owner(s):	Petersburg Borough
Agent/Representative:	
Property Address:	121 Dock Street
Legal Description:	
Parcel ID	01-008-099 (proposed)
Acreage/Lot Size	28,800 Sq. Ft.
Current Zoning	n/a
Comp Plan Designation:	n/a
Request Type:	Zoning Map Amendment

EXECUTIVE SUMMARY

Applicant Request:	Assign a zoning classification of Industrial - Marine Industrial Overlay to a proposed lease parcel that is currently unzoned.
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Staff Recommendation:	Recommend Approval
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Key Issues:	The proposed lease is a new lease lot to American Cruise Lines (ACL). Borough property must be zoned prior to lease or sale.
-------------	--

PROJECT DESCRIPTION

Proposal Details

Intended Use	Mooring Float for commercial passenger vessel.
Building/Development	n/a
Site Improvements	Moorage float
Operations Plan	n/a
Timeline	

Site Characteristics

Size:	28,800 sf
Topography:	water
Existing Structures:	none
Legal Access:	Dock Street
Utilities:	none
Constraints:	none

ZONING AND LAND USE ANALYSIS

Proposed Zoning

Zone	Marine Industrial Overlay
Intent	The Marine Industrial Overlay (MIO) Zone is established to protect and promote the maritime economy by restricting uses on certain land or tidelands

Principal Uses	Uses outlined in Section 19.50.040 for MIO include harbors, marinas, mooring facilities.
----------------	--

Conditional Uses	There are no conditional uses in the MIO.
------------------	---

Surrounding Zoning	Actual Land Use
--------------------	-----------------

North	Marine Industrial Overlay	Commercial/Industrial
South	Marine Industrial Overlay	Commercial/Industrial
East	Marine Industrial Overlay	Commercial/Industrial
West	n/a	Vacant

Development will be directed by lease agreement with the applicant. The lease agreement sets allowed uses, terms of use, etc.

STANDARDS ANALYSIS (PMC 19.84)

Impact on proposed site and surrounding properties, if any, of proposed activity:

1. Findings as to need and justification for the proposed change
2. Findings as to impact on the Comprehensive Plan

DEPARTMENT REVIEWS

Department Name	Comments
Public Works	No comments.
Power & Light	No comments.
Fire/EMS	No comments.
Harbor Dept.	Supports Rezone. See attachment E.

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 a distance of six hundred feet of the exterior boundary of the property that is the subject of the application. See Attachment D for notification list.

FINDINGS AND CONDITIONS OF APPROVAL

Findings of Fact

- Finding 1: The borough intends to lease a portion of tidelands/submergedlands for construction of a mooring facility.
- Finding 2: Borough codes requires borough-owned property to be zoned prior to lease or sale.
- Finding 3: The location and proposed use of the parcel is consistent with Marine Industrial Overlay
- Finding 4: The zoning is consistent with Goal 5 of the Land Use Chapter of the Comprehensive Plan to prioritize water-dependent uses on the waterfront and allow for a diversity of uses to maximize value.

Proposed Motion

I move to recommend to the Borough Assembly that the application to zone the proposed ACL lease lot to Industrial and include it within the boundaries of the Marine Industrial Overlay.

Recommended Conditions of Approval

- Condition 1:
- Condition 2:

ALTERNATIVES

The Planning Commission has the following options:

1. Recommend approval of the application as submitted

- 2. Recommend approval of the application with staff-recommended conditions**
- 3. Recommend approval of the application with modified conditions**
- 4. Continue the hearing to allow for additional information or public input**
- 5. Recommend the application be denied.**

If the Planning Commission chooses to recommend the application contrary to staff recommendation, specific findings supporting that decision should be provided.

ATTACHMENTS

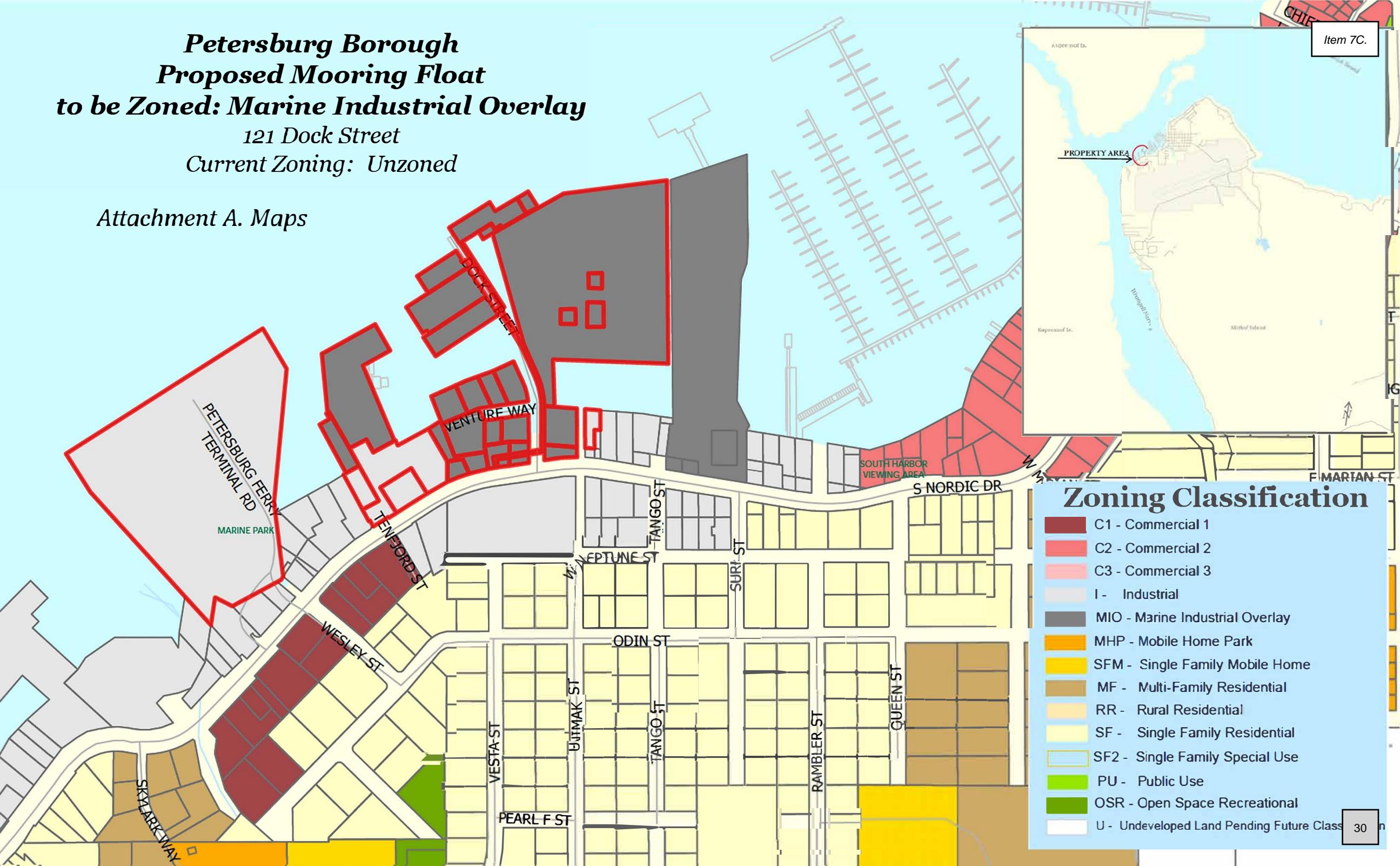
A. Maps	C. Public Comments	E. Harbor Board Minutes
B. Applicant Materials	D. Public Notice	F. Harbormaster Comments

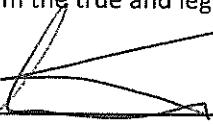
**Petersburg Borough
Proposed Mooring Float
to be Zoned: Marine Industrial Overlay**

121 Dock Street

Current Zoning: Unzoned

Attachment A. Maps



 PETERSBURG BOROUGH ZONING CHANGE REQUEST		
For Borough Use Date: Base Fee: \$100 Check No. or CC: Public Notice Fee: \$70 Received by: Total: \$170 Code to: 110.000.404110		
APPLICANT INFORMATION		
NAME: Petersburg Borough		
PROPERTY INFORMATION		
PHYSICAL ADDRESS or LEGAL DESCRIPTION: end of Dock Street		Lot Size: 25,000 sf
LOT:	BLOCK:	SUBDIVISION:
PARCEL ID:	ZONE: Unzoned	OVERLAY:
Current Use of Property: Vacant		
Proposed Use of Property: Mooring Float		
LEGAL ACCESS AND UTILITIES		
WASTEWATER SYSTEM: What is the current or planned system? <input checked="" type="checkbox"/> Municipal <input type="checkbox"/> DEC-approved on-site system		
WATER SOURCE: What is the current or planned system? <input checked="" type="checkbox"/> Municipal <input type="checkbox"/> Cistern/Roof Collection <input type="checkbox"/> Well		
LEGAL ACCESS TO LOT(S) (Street Name): Dock St		
SUBMITTALS		
Please submit letter stating the new zoning and explaining the need for the change.		
SIGNATURE(S)		
I hereby affirm all 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): 		Date: <u>12/9/2026</u>
Owner (if different from applicant): _____		Date: _____
Owner (if different from applicant): _____		Date: _____



December 19, 2025

RUTHERFORD ANDREW
PO BOX
 [REDACTED]

NOTICE OF SCHEDULED PUBLIC HEARINGS

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

Recommendation to the Borough Assembly regarding a rezone of a proposed lease lot at the end of Dock St. from un-zoned to Industrial with Marine Industrial overlay. (PID: 00-000-000)

The public hearing and consideration of the application will be held:	Tuesday, January 13, 2026, 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

Name1	Name2
CHRIS FRY	
HEATHER O'NEIL	
SARAH FINE-WALSH	
JOHN JENSEN	
JOSHUA ADAMS	
MARIETTA DAVIS	
MIKA CLINE	

ALASKA COMMERCIAL ELECTRONICS LLC

ALASKA STATE OF

BIRCHELL PROPERTIES LLC

CORLS CUSTOMS LLC

ISLAND REFRIGERATION LLC

NORDIC HOUSE BED & BREAKFAST INC

PETERSBURG FLYING SERVICES LLC

PETRO 49 INC

PISTON AND RUDDER SERVICE INC

ROCKY'S MARINE INC.

ROSVOLD ERIC

RUTHERFORD ANDREW

US COAST GUARD

US FOREST SERVICE

ALASKA DOT & PF

Minutes from Petersburg Harbor and Ports Advisory Board Regular meeting Wednesday 26th, at 6:30 pm in the Assembly Chambers.

1. **ROLL CALL** The meeting was called to order by Former Chairman Martin at 6:30pm.
Present: Board Members Kittams, Spigelmyre, Knight, McDonald, Randrup, and Cardenas and Liaison Schwartz
Absent: Member Roberge, excused
Public in attendance: Jeff Meucci, Bob Martin
Zoom attendance: NA
Staff: Harbormaster Wollen & Ed Tagaban
2. **APPROVAL OF THE MINUTES:** The minutes of April 3rd, 2025, regular meeting was approved as written.
3. **AMENDMENT & APPROVAL OF MEETING AGENDA:** Agenda was approved as written
4. **PERSONS TO BE HEARD RELATED TO AGENDA:** N/A
5. **PERSONS TO BE HEARD RELATED TO UNRELATED TO AGENDA:** N/A
6. **HARBOR MASTER REPORT:**
 - A. Report attached
7. **UNFINISHED BUSINESS:** N/A
8. NEW BUSINESS:
 - A. **Appointment of Board Chair and Vice Chair:**
Member McDonald made the following motion, seconded by Member Randrup.
"I nominate Casey Knight to Board Chair and Don Spigelmyre as Vice Chair".
Past Chairman Martin opened the discussion allowing members to give opinion and ask questions of candidates, no questions asked. Motion carried 6-0. Member Knight resumed the meeting as Chair.
 - B. **American Cruise Lines Lease Application:**
Chairman Knight asked Harbormaster Wollen to update the Board on the status of ACL proposed partnership with the Borough to build a multipurpose small cruise ship dock and review what led to the change of course to pursue the tidelands lease to build a private facility. Member Spigelmyre made the following motion, seconded by Member Kittams. ***"The Harbor recommends the approval of the American Cruise Lines Lease Application to the Borough Assembly".*** Upon discussion, Member McDonald made an amendment, seconded by member Spigelmyre: ***"to include in the main motion recommendations for appropriate controls as part of the lease agreement as well as a request to allow the lease agreement to come back before the Harbor Board prior to Assembly approval."*** Amendment passed with voting Yea: Board Chair Knight, Member Spigelmyre, Member Kittams, Member Cardenas, Member McDonald and voting NO: Member Randrup.
The original motion was amended to read, ***"The Harbor Board recommends the approval of the American Cruise Lines lease application with appropriate controls as part of the lease agreement and requests the final draft is allowed a final review by the Board prior to Borough Assembly approval".***
Motion carried with voting Yea: Board Chair Knight, Board Member Spigelmyre, Board Member Cardenas, Board Member Kittams, Board Member McDonald and voting NO: Member Randrup.

C. Proposed 2026 Proposed Rate Increase:

Chairman Knight asked Harbormaster Wollen to update the Board and provide background on proposed rate increase. Member McDonald made the following motion, seconded by Member Spigelmyre ***"The Harbor Board recommends the approval of the proposed 2026 rate increase to the Borough Assembly"***. Motion carried with voting YEA: Board Chair Knight, Member Spigelmyre, Member Kittams, Member McDonald and voting NO: Member Randrup and Member Cardenas.

D. South Harbor Parking Lot/Drive Down Paving Project:

Chairman Knight asked Harbormaster Wollen to present the proposed paving project and provide background on the SECON quote. Member Spigelmyre made the following motion, seconded by Member Kittams. ***"The Harbor Board recommends the approval of the proposed South Harbor Parking Lot/Drive Down Paving Project to the Borough Assembly"***. Motion carried with voting YEA: Chairman Knight, Member Spigelmyre, Member Kittams, Member Cardenas, Member McDonald and voting NO: Member Randrup.

9. COMMUNICATION: N/A

10. DISCUSSION ITEMS: N/A

11. ADJOURN: The Board adjourned at 7:32 pm.

Date Approved



RE: January Planning Commission

From Glorianne Wollen [REDACTED] >

Date Tue 12/9/2025 10:13 AM

To Liz Cabrera [REDACTED] Karl Hagerman <k [REDACTED]>; Aaron Marohl [REDACTED]; Aaron Hankins [REDACTED]; Ryan Welde [REDACTED]; Dan Bird [REDACTED]; James Kerr [REDACTED]
< [REDACTED]>

The Harbor Department is supportive of the rezone of the proposed ACL lease parcel to Industrial Marine Industrial Overlay. It is important to the community now and in the future that these tidelands are specifically zoned for a marine based industry waterfront access and use. The Marine Industrial Overlay protects the intrinsic value of limiting the use to maritime industry and will achieve the goal of keeping this Borough property economically affordable and active.

Thanks,
Glo Wollen
Harbormaster

From: Liz Cabrera [REDACTED]
Sent: Monday, December 8, 2025 10:40 AM
To: Karl Hagerman [REDACTED] >; Aaron Marohl <a [REDACTED]>; Aaron Hankins [REDACTED]; Ryan Welde [REDACTED]; Dan Bird [REDACTED]; James Kerr [REDACTED]; Glorianne Wollen [REDACTED]
< [REDACTED]>
Subject: January Planning Commission

Hello,

Please let me know if you have any comments on the following attached applications:

1. Minor Subdivision at 1200 Haugen
2. Variance at 506 Excel St.
3. Rezone of proposed ACL lease parcel at the end of Dock ST to Industrial/Marine Industrial Overlay (attached is their original lease application so you have a visual).

Thanks,
Liz
Liz Cabrera
Community Development
Petersburg Borough
PO Box [REDACTED]
Petersburg AK 99833
[REDACTED]

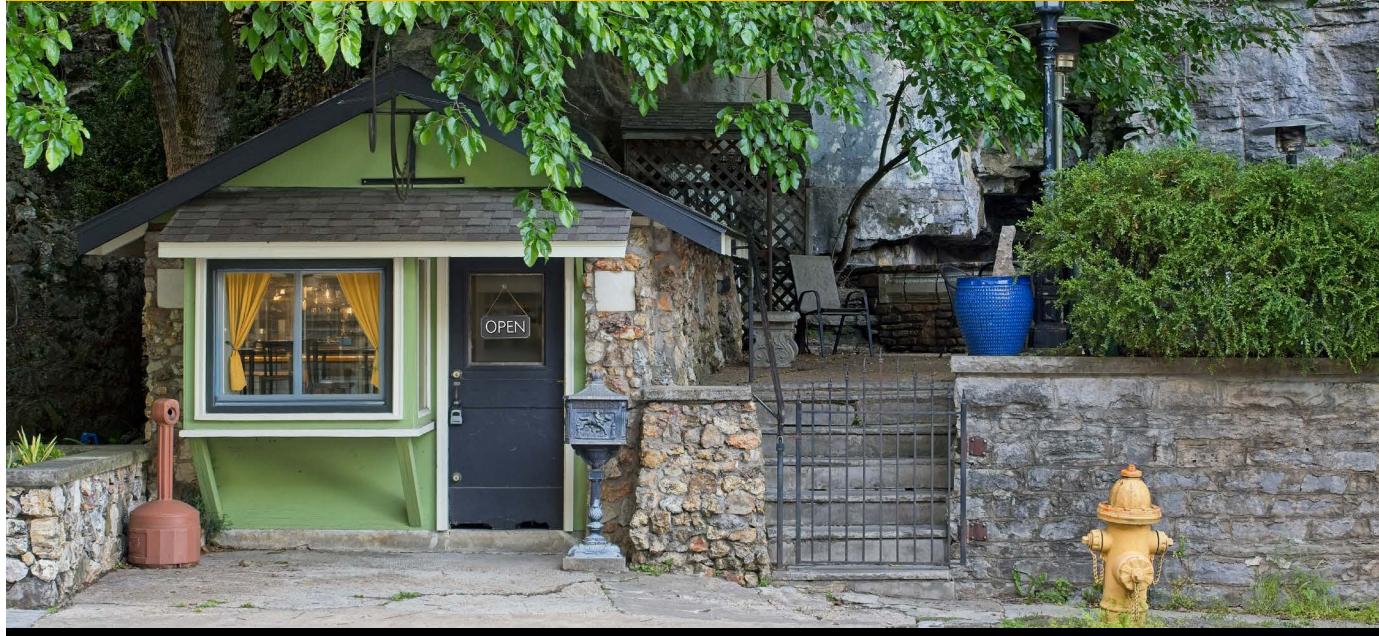
DECEMBER 2025 | VOL. 42, NO. 12

APA

ZONING PRACTICE

Unique Insights | Innovative Approaches | Practical Solutions

Accessory Commercial Units



In this Issue: [The Relationship Between ACUs and Market Conditions | ACUs in Pomona, California](#) | [Community-Centered Planning: A Collaborative Approach | Conclusions](#)

Accessory Commercial Units

By **Bobby Boone, AICP, and Max Pastore**

As communities across the country seek more equitable, adaptable, and walkable neighborhoods, accessory commercial units (ACUs) have emerged as a promising, yet underutilized, tool for neighborhood vitality. ACUs refer to small-scale, often homeowner- or tenant-operated businesses integrated into primarily residential lots. These uses, like corner coffee kiosks, backyard salons, or garage bicycle repairs, can strengthen local economies, reduce barriers to entrepreneurship, and develop amenity-rich neighborhoods.

Despite their potential, ACUs remain a fringe zoning concept. Nationwide, few examples exist of communities fully integrating ACUs into zoning, permitting, and development review processes. While Pomona, California, has adopted zoning that allows ACUs by-right, which may serve as a model for other communities, it has yet to see homeowners apply for permits.

This issue of *Zoning Practice* explores the barriers to and opportunities for ACU adoption. It offers advice for communities considering ACUs through practical recommendations for enabling ACUs as the missing middle between home-based businesses and traditional commercial districts, bridging neighborhood-scaled commerce and community-serving design.

A coffee kiosk operating out of a converted residential garage in Portland, Oregon (Credit: Ren Marshall/Google Maps)



The Relationship Between ACUs and Market Conditions

Aging strip centers, with their larger lot sizes and consolidated ownership, have become ideal candidates for residential redevelopment, often without any retail component. Multifamily residences are driving project outcomes as the highest and best use, often leaving commercial space as an amenity with lower profits. Nationwide, this trend is reshaping the role of retail in communities. And it is perhaps most profound in California, where statewide legislative efforts have aimed to accelerate housing development.

This is the context for Pomona's interest in ACUs. As traditional retail corridors face transformation or decline, Pomona passed ACU legislation to ensure that local entrepreneurs, especially those rooted in nearby brick-and-mortar spaces, have new, flexible options for sustaining their businesses ([§550](#)).

Historical Context & Legacy

The idea of small-scale, residential adjacent commerce is not new. Before Euclidian zoning codes rigidly separated

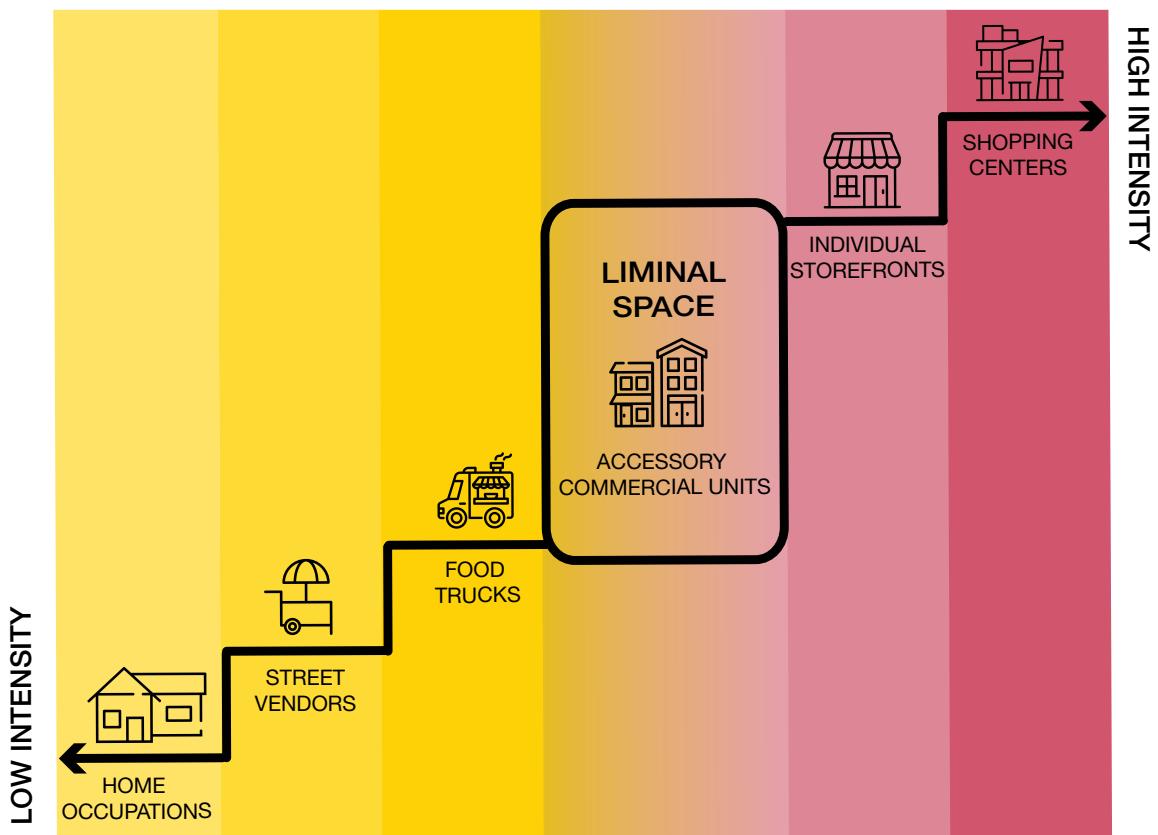
land uses, many communities benefited from scattered businesses in residential communities. Streetcar suburbs routinely featured corner grocery stores, sandwich shops, and professional services. These businesses provided daily necessities close to home, often occupying front rooms or converted garages. In this legacy, accessory commercial units represent not a radical departure, but a return to time-tested urban patterns.

The idea of reestablishing small-scale neighborhood commerce in residential neighborhoods is not new. Advocates such as Strong Towns and the Congress for New Urbanism (CNU) have promoted ACUs as a tool for walkable, small-scale commercial reintegration. The revival of live/work units during the rise of New Urbanism in the 1990s also emphasized mixed-use flexibility at the neighborhood scale. Yet, while these units were often envisioned as the modern version of the shopkeeper's flat, they were typically limited to new developments tied to complex form-based codes, placing them out of reach for modest incremental use in neighborhoods with legacy forms of zoning.

*Shophouses along Koon Seng Road in Singapore
(Credit: Bobby Boone)*



Figure 1. A spectrum of commercial use intensities (Credit: Bobby Boone)



Around the world, shophouses are a common feature of urban and suburban neighborhoods, where the ground floor, often fronting pedestrian walkways or public streets, is occupied by commercial uses, while the rear portion and upper floors serve as residential space. These mixed-use buildings remain central to the commercial, cultural, and social fabric of many communities, offering a walkable, human-scaled development pattern that many cities in the U.S. now seek to replicate through zoning reform and incremental infill.

Similarly, the evolution of home occupations, food trucks, and street vending has prompted cities to rethink the boundaries of where commerce belongs. These models have shown that flexibility, cultural responsiveness, and low barriers to entry are vital for local entrepreneurs. However, the regulatory tools that govern them often fall into two extremes:

- Objective standards (e.g., square footage, signage, hours), which provide predictability but can stifle innovation and adaptation

- Subjective criteria (e.g., “neighborhood compatibility”), which offer discretion but risk inequitable enforcement or inconsistent outcomes

ACUs exist in regulatory liminal space, as they are more visible and public-facing than home occupations, but less intensive than traditional retail (Figure 1). They don’t sit comfortably in either camp, and zoning codes have largely failed to acknowledge their potential. This gap represents both a challenge and an opportunity. By recognizing ACUs as a legitimate land use type, with tailored standards that reflect their scale, social value, and context, cities can unlock a new layer of neighborhood commerce. They can also reconcile past and present, updating regulatory frameworks while honoring legacy patterns of community-serving entrepreneurship.

Identifying Viable ACU Markets

While ACUs offer exciting potential to localize entrepreneurship, they face real market headwinds in today’s retail landscape. Ecommerce has dramatically reshaped consumer behavior, offering

same- and next-day delivery for many goods that were once purchased at corner stores or small neighborhood retailers. Shoppers today gravitate toward multi-tenant shopping centers and commercial districts, where proximity to other businesses creates more opportunities for comparison, convenience, and cross-shopping.

A common critique of ACUs is their limited sales potential. For example, can a garage bodega compete with Amazon or a strip center grocer? Especially amid rising construction and operating costs, ACUs must be highly strategic to succeed.

Yet, their strength lies in offering what delivery services cannot: immediacy, intimacy, and in-person experience. The garage-turned-salon with loyal clients, the takeout window that serves fries best eaten hot, or the corner convenience store that sells formula for a fussy infant—these are ACUs that fill real, immediate needs. As more people work from home and spend their time within a smaller geographic orbit, ACUs can meet shifting demand shaped by post-pandemic routines. Success depends on aligning use types with hyperlocal demand, emphasizing quality and proximity over volume and scale.

Market viability for ACUs is also tightly linked to the dynamics of commercial displacement and gentrification. In many communities, small businesses are losing access to affordable retail space due to redevelopment, rising rents, or the proliferation of national brands. As traditional storefronts become unaffordable or scarce, ACUs can offer an alternative typology—one that allows entrepreneurs to operate within or adjacent to their homes, reducing overhead while staying embedded in their communities. ACUs are particularly attractive to entrepreneurs who need nontraditional space formats, who are testing business ideas before scaling, or who seek to serve a hyperlocal customer base with cultural or convenience-based offerings. These uses often flourish when aligned with community identity and everyday patterns.

Precedents

The term ACU is not unfamiliar within planning circles, but awareness among the

general public and even permitting staff is low. The term tries to evoke the familiarity of ADU (i.e., accessory dwelling unit), but ACUs typically lack the legislative support, streamlined applications, pre-approved designs, specialized business products, and cultural normalization that ADUs more readily enjoy in states like California. For better or worse, planners and aspiring entrepreneurs are navigating largely uncharted terrain.

One notable exception is Raleigh, North Carolina. In 2022, the city amended its Unified Development Ordinance (UDO) to allow ACUs (defined here as “live-work uses”) by-right in residential districts without special or conditional use permits ([Ordinance No. 2022-383 TC 469 TC-12-21](#)).

The update included clear limitations, such as excluding drive-throughs, minimizing food and beverage sales, capping floor area at 1,000 square feet or 40 percent

Table 1. Additional Examples of Existing ACU Zoning Regulations

Jurisdiction	Summary
Los Angeles County, CA	Defines “accessory commercial unit” (§22.14010-A) and permits them in the South Bay Planning Area, subject to use-specific standards that specify allowable uses and establish development and performance standards (§23.318.060.2.a)
Luddington, MI	Defines and regulates “accessory commercial unit” as an accessory structure for a home occupation (§900.3:6)
Muskegon, MI	Defines “accessory commercial unit” (§200) and establishes an Accessory Commercial Unit overlay district (§2328)
Stevens Point, WI	Defines “accessory commercial units” and permits them as conditional uses, subject to dimensional standards, owner occupancy, and utility connection standards (§23.01.15)
Yorkville, IL	Defines “accessory commercial unit” (§10-2-1) and establishes use-specific standards that prohibit outdoor activities, limit hours of operation, and require ADA-compliant pedestrian circulation and owner occupancy of the principal residential structure (§10-4-16.B)

of the principal structure, and restricting business hours. This makes Raleigh one of few jurisdictions to formalize ACUs as a permitted by-right use rather than a discretionary exception. The limited number of ACU ordinances nationwide highlights how sparse policy precedents remain and how much Pomona and other municipalities must blaze their own paths ([Table 1](#)).

ACUs in Pomona, California

Pomona is a medium-sized city (2020 population 151,713) in eastern Los Angeles County, California. In many ways, ACUs are a natural fit for the city. Its large immigrant population, particularly from Mexico and Central America, brings with it cultural attitudes toward space and entrepreneurship that align well with the flexibility ACUs can provide.

At Pomona's planning counter, staff have fielded frequent inquiries from residents interested in getting more out of their front yards. Within Pomona's immigrant communities, there is often a strong sense that deep ornamental yards are a missed opportunity. Why can't that land

be used more productively or socially?

In multigenerational households, which are common in Pomona, the demand for flexible indoor-outdoor space is even greater. These households tend to have a more entrepreneurial spirit, with many residents seeking to start personal service businesses such as hair salons, tutoring, tailoring, and small food ventures that respond directly to neighborhood needs and tastes. In this context, the notion of the large, turf-covered front yard as sacrosanct is less true. Instead, there is cultural readiness to embrace incremental, adaptable uses of space, making Pomona especially appropriate for ACUs.

Just as early 20th-century neighborhoods adapted unevenly when commercial uses emerged along new streetcar lines, Pomona's modern effort to reintroduce neighborhood-scale commerce through ACUs will likely look similar. The promise of incremental urbanism is flexibility, and translating that promise into a contemporary regulatory environment also requires flexibility. What seems like a high risk has the potential to deliver high rewards, and Pomona decided the risk is worth it.

A residential neighborhood in Pomona, California (Credit: Wiresstock/iStock/Getty Images Plus)



Regulatory Complexity

While the ACU concept is intuitive, crafting a clear zoning definition proved challenging. ACUs occupy an uncertain place between home-based businesses, ADUs, and traditional storefronts. This makes it unclear whether they should follow residential or commercial standards. The ambiguity can confuse city staff and applicants alike. For example, should an ACU have the same signage allowances of a typical storefront or the restrictions of a residential home? Similar questions arise around parking, floor area, and outdoor storage.

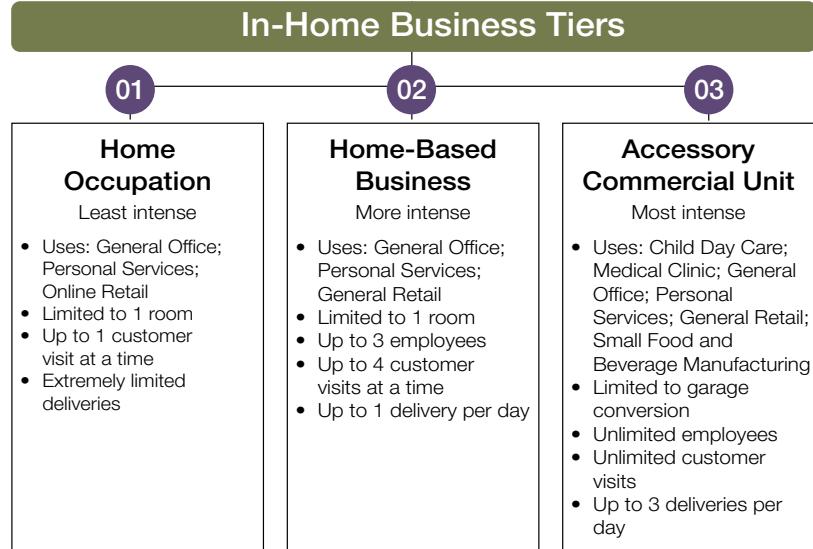
Pomona considers ACUs to be in the same family as a home occupation or home-based business. And its official definition makes this relationship clear: “The secondary use of a single-unit home’s garage for the purpose of conducting a business enterprise that is operated by the homeowner, with a greater degree of activity than a home-based business” ([§550B.12](#)).

The city permits all three options by-right but treats them as a spectrum of intensity ([Figure 2](#)). While this by-right approach aims to be straightforward, questions still come up at the planning counter that require staff to interpret the nuisances.

The complexity does not end with zoning. While Pomona controls its zoning, the city does not control other regulations that impact ACUs. For example, health and fire regulations fall under the jurisdiction of Los Angeles County. This division of authority creates added layers of difficulty. Not only do city and county staff need to coordinate code updates to ensure that rules complement one another, but applicants must also navigate a permitting process that requires approvals from multiple agencies. These layers of confusion and inconsistency increase the risk of delay, higher costs, or contradictory guidance, and they can discourage the very entrepreneurs that ACUs are intended to support.

Barriers to Entry

ACUs require meaningful physical transformation, such as converting garages or portions of homes into permanent commercial space. This contrasts sharply with



more flexible entrepreneurial formats like home occupations, food trucks, or street vending, which require lower financial and procedural investment.

In a context like Pomona, where food trucks and street vending are widely accepted and require neither construction permits nor major upfront costs, the added burden of securing permits and paying for permanent building conversions can make ACUs less appealing or competitive. Applicants may also face uncertainty about whether their project must comply with more expensive commercial building codes rather than residential codes, depending on the proposed use. These requirements significantly raise the barrier to entry for small entrepreneurs, limiting who can realistically participate.

Customer Base

Even once an ACU is permitted and built, questions of economic sustainability remain. A shop located on a quiet cul-de-sac may struggle to draw sufficient customers, while one located along a walkable block or near a collector street may thrive. The siting and design of ACUs will likely align with block type, street hierarchy, and neighborhood context to maximize their potential.

In Pomona, however, the customer base for ACUs is not an abstract consideration. It is rooted in the lived realities of its communities. Many immigrant households already value space that can flex between

Figure 2.
Pomona’s tiered approach to in-home businesses
(Credit: Max Pastore)

Because ACUs sit at the intersection of residential life and neighborhood commerce, their rollout depends on trust, clarity, and a planning process that feels collaborative rather than top-down.

implementation challenges also present planners with opportunities to better align zoning reforms with the cultural realities and entrepreneurial spirit of the communities they serve.

Community-Centered Planning: A Collaborative Approach

The successful integration of ACUs into a city's regulatory and cultural fabric requires more than zoning reform alone. Because ACUs sit at the intersection of residential life and neighborhood commerce, their rollout depends on trust, clarity, and a planning process that feels collaborative rather than top-down. Planners play a pivotal role in bridging the gap between

residential and productive uses, and there is strong entrepreneurial energy aimed at hyperlocal personal services such as hair salons, tutoring, tailoring, childcare, and food preparation. These businesses often thrive not by pulling in customers from across the city, but by serving immediate neighbors and extended networks within

walking distance. This means that, while placement along higher-traffic blocks will matter, the strength of cultural and community ties may allow some ACUs to succeed even on the quietest residential streets. Pomona decided not to restrict ACU placements based on street types. Any home garage located in a residential-only lot is eligible to be converted into an ACU, so time will tell.

Ultimately, customer acquisition and retention for ACUs depends on more than location. It also requires recognizing and supporting the community-based economic practices already present in Pomona. These practices view front yards, garages, and shared household space not as ornamental, but as vital assets in sustaining family livelihoods and neighborhood life. In this way, what appear as implemen-

policy ambition and community acceptance. Ensuring trust and clarity might involve the following steps.

Step 1: Test Standards with the Community

Beyond one-on-one support, ACUs benefit from transparent rules generated from community collaboration. ACU regulations drafted in isolation—and not asked for by the public—can miss opportunities to align with neighborhood priorities or respond to lived realities. Regulations developed to explicitly solve a community's problem, such as a lack of neighborhood retail within walking distance, are more likely to gain traction and trust.

Walking stakeholders through hypothetical ACU scenarios to surface concerns and opportunities can be particularly effective. For example, how might an ACU hair salon function differently on a cul-de-sac versus a collector street? What design features, hours of operation, or parking arrangements would make residents feel more comfortable with a food-preparation business operating out of a garage? Such exercises transform abstract policy into tangible questions that residents and policymakers can engage with directly. Consider engaging stakeholders early in any code drafting, but only after planning staff have hypothetical scenarios that stakeholders can easily react to.

Pomona embedded these kinds of scenarios within its larger public outreach process when the city rewrote its zoning code. While ACUs were ultimately limited to existing garages as a first phase of implementation, planners framed the conversation more broadly as a rethinking of what should be allowed in front yards—including what kinds of fences and walls should be allowed. This made the most sense for Pomona because ACUs could be framed as a potential solution to a problem frequently asked at the planning counter: Why can't I do more with my front yard? At pop-up outreach events, staff illustrated what a typical front yard in Pomona could look like under different zoning regulations, with ACUs presented as just one possible option ([Figure 3](#)). As part of this outreach, examples of activities that might take place inside ACUs were

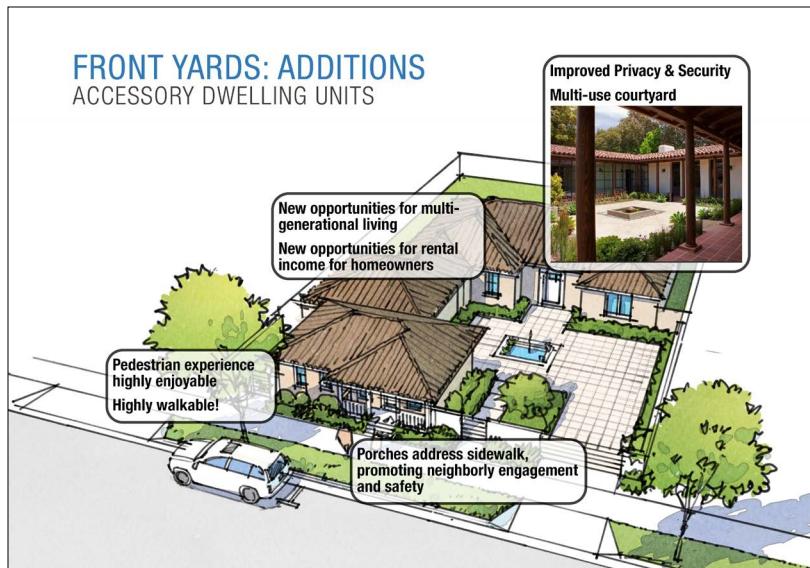
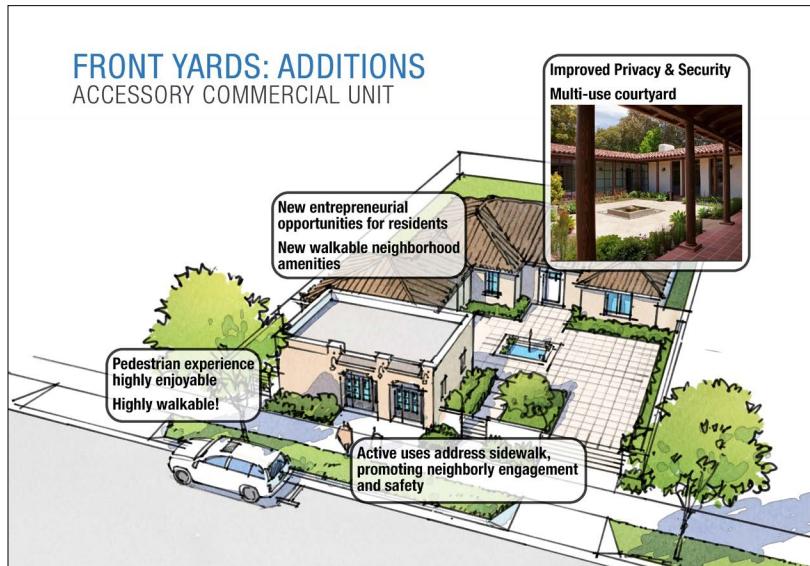


Figure 3.
Outreach boards illustrating a front yard addition of an accessory dwelling unit; a front yard addition of an accessory commercial unit; and potential uses for a garage-conversion ACU in Pomona (Credit: City of Pomona)



also shown, allowing residents to weigh in on which uses they found more or less desirable. This approach grounded the policy discussion in visuals and choices that felt familiar and relevant to the public.

Public engagement strategies look different depending on the community. Regardless, successful processes often combine broad-based outreach—such as surveys, open houses, and translated materials—with targeted focus groups in neighborhoods most interested in ACUs. This allows planners to balance neighborhood concerns (noise, traffic, parking) with the flexibility small businesses need to thrive. In Pomona, engagement with immigrant and multigenerational households was essential, since these communities already saw the home as a flexible economic and social asset. By elevating these voices, planners ensured that ACU regulations not only reflected technical feasibility but also resonated with community values.

Step 2: Form an Interagency Working Group

Even the most thoughtfully written ACU ordinance can stall if there's confusion between zoning, health, fire, or building departments. Because ACUs sit at the intersection of multiple regulatory domains, clear cross-agency alignment is essential. Cities that have streamlined ADU or food truck permitting often use interagency

working groups to hash out code conflicts, identify overlapping standards, and build staff capacity. These models can inform a governance framework for ACUs.

Key strategies include

- establishing shared review protocols that define which departments review what (e.g., zoning for location, fire for egress, health for food handling) and in what order;
- developing a unified ACU checklist or portal, akin to one-stop-shop permitting for other uses; and
- training frontline staff across agencies to understand ACUs and communicate consistent expectations to applicants.

Step 3: Minimize Discretionary Reviews

Pomona showcases how ACUs occupy a unique space in the regulatory landscape, neither fully residential nor traditionally commercial. To unlock their potential, cities must move beyond permissive (by-right) code language and toward an intentional framework for integration and promotion. This framework aligns by-right zoning, permitting, and public safety standards with entrepreneurial fever and unmet community needs.

Similar to food trucks and street

vending, traditional zoning and permitting processes are often mismatched to the scale and intent of ACUs. Applying these same review standards used for commercial storefronts can result in excessive delays, over-engineering, or outright rejection. However, development review, when adapted, can be a powerful tool for ensuring ACUs are adopted as a viable offering.

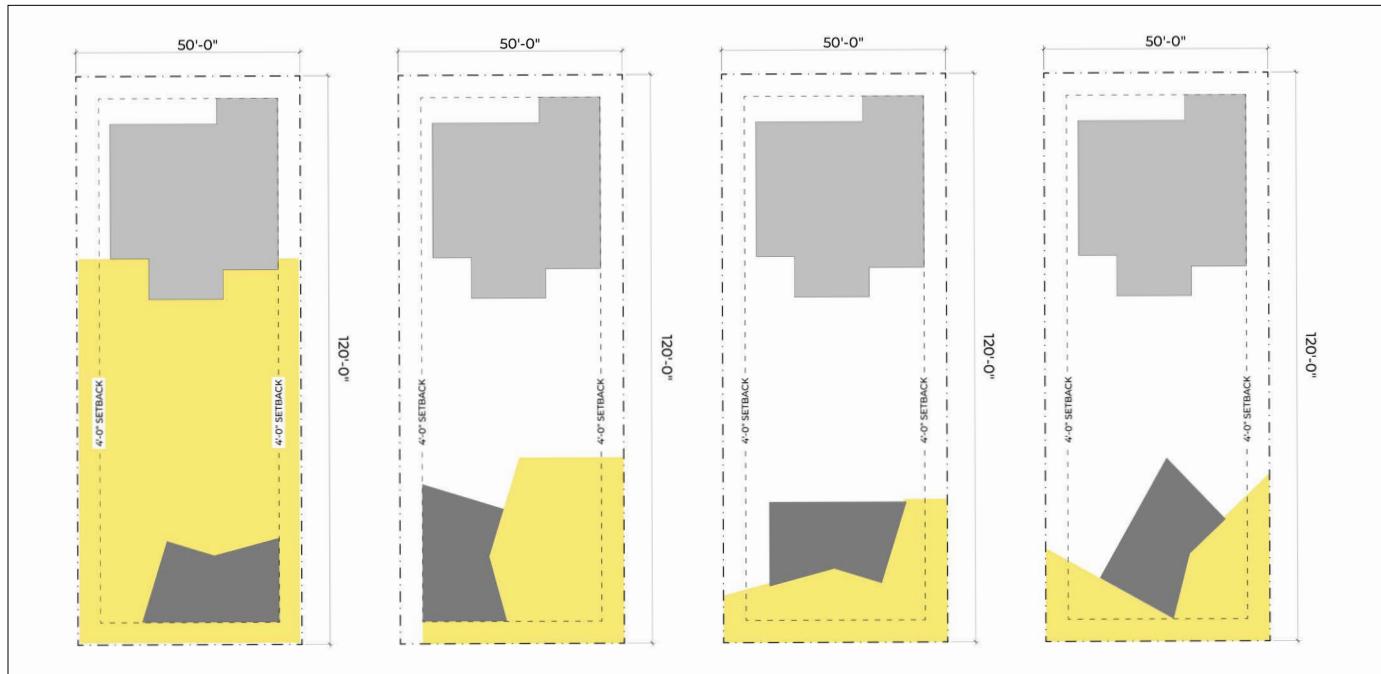
Planners and local officials can streamline ACU approvals by incorporating ACUs into minor use permit or administrative review categories, allowing for fast-track decisions when use types meet predefined criteria. For example, allowing low-intensity ACUs like therapy studios or craft production to proceed with minimal review, while requiring a discretionary use permit only for uses with parking or health impacts. Alternatively, they can establish overlay districts or rezone to clearly define where ACUs are allowed and what standards apply, particularly in residential zones with historically commercial characteristics or along alleyways and corner lots.

Step 4: Help Applicants Navigate the Process

The role of planners extends beyond drafting code language. They must also guide policymakers in understanding the practical implications of new regulations and help residents and entrepreneurs navigate the permitting landscape. In practice, this often means walking applicants through

A corner convenience store in the Bywater neighborhood in New Orleans, a city with a long history of corner shops in predominantly residential areas (Credit: [Infrogmation of New Orleans/Wikimedia](#))





steps that can otherwise feel daunting, particularly when multiple agencies are involved.

Clear communication materials are a crucial part of this process. Application checklists, illustrated guides, and FAQs written in plain language (and multiple languages where relevant) can reduce uncertainty for residents while saving staff time. In Pomona, staff have learned that many prospective ACU applicants are first-time business owners. Resources that demystify basic requirements, such as when commercial building codes apply or how to coordinate with county health and fire officials, are as valuable as the zoning itself.

Step 5: Establish Pre-Approved Plans

A critical constraint for many would-be ACU operators is costs, particularly for designing, permitting, and constructing spaces that meet building code and zoning standards. Cities can learn from the growing success of preapproved ADUs and modular housing models.

Municipalities can create or license a set of pre-reviewed plans for modular ACU products (e.g., detached kiosks, converted garages, or alley-facing pods) that meet base code requirements. These can

- reduce upfront design costs;

- increase certainty in approval timelines; and
- provide consistent aesthetics that match neighborhood character, avoiding the need to create separate design standards.

Alternative configurations for Los Angeles's pre-approved, city-provided YOU-ADU plan (Credit: City of Los Angeles)

Additionally, there is a significant opportunity to develop site plan standards that promote both streamlined approvals and design predictability. These standards can include clear requirements for setbacks, adjacency to existing structures, and compatibility with neighborhood character, offering a regulatory framework that addresses common concerns about variability and visual intrusion in residential areas. By codifying these design parameters, municipalities can ensure consistency without stifling architectural diversity.

Several jurisdictions offer precedents for this approach. For example, [Los Angeles's ADU Standard Plan Program](#) enables homeowners to select from dozens of pre-approved, architect-vetted designs—dramatically reducing permitting timelines and design costs. Similarly, some cities have piloted pre-approved plans for modular tiny homes and vendor carts, demonstrating how off-the-shelf design can be deployed at scale to support incremental development.

Applied to ACUs, this model not

only lowers barriers to entry but can also serve a placemaking function. The visual presence of well-integrated, easily recognizable ACU structures—such as similarly designed corner kiosks with walk-up windows—signals active commerce within the residential fabric. These subtle cues spark neighborhood curiosity and visibility, reinforcing a sense of discovery and local identity in the same way wayfinding and storefront variety animate traditional shopping districts.

Conclusions

While explicit zoning authorizations for ACUs remain rare, their re-introduction into residential-only neighborhoods could be transformational for interested cities. Legitimizing small-scale commerce in these neighborhoods, ACUs offer planners a more grassroots tool to strengthen neighborhood economies, foster entrepreneurship, and bring everyday amenities closer to where people live. The implementation challenges go beyond updating the rules, but also minimizing institutional, cultural, and economic hurdles.

Pomona's first pass at allowing ACUs by-right demonstrates the complexities of re-introducing a previously marginalized retail type. While complicated, the city found success in rooting its ACU approach in community conversations about the use of front yards, embedding ACUs within a broader zoning rewrite, and foregrounding the entrepreneurial spirit of immigrant and multigenerational households. Pomona demonstrates how planners can translate a novel idea into by-right zoning that's backed by the community. Raleigh's example, along with Pomona's, points to the beginnings of a policy trend that other cities can adapt to their own context.

For planners, the lesson is clear:

Reintroducing ACUs into residential-only neighborhoods offer promise but require market viability, technical creativity, and community-centered collaboration. Successful implementation requires zoning and other codes that are flexible yet coordinated across agencies, processes that support first-time entrepreneurs as much as seasoned business owners, and outreach that treats residents not just as neighbors interested in mitigating adverse impacts, but as future entrepreneurs shaping their local economy.

About the Authors



Bobby Boone, AICP, is a retail strategist and founder of AndAccess who has built a career helping over 100 public and private sector clients reposition and grow their retail real estate assets. Prior to launching AndAccess, he served as the Small Business + Retail Attraction Manager at the Detroit Economic Growth Corporation (DEGC).



Max Pastore is an Associate Planner at the City of Pomona, California, and urban design Adjunct Lecturer at Cal Poly Pomona. Their experience includes managing zoning rewrite and urban design projects across a variety of scales. Prior to their time at the City of Pomona, they managed form-based code projects as an Associate Principal at Code Studio.



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