

**Minutes of Planning & Zoning Commission
Held on April 09, 2026**

1. CALL TO ORDER: 5:30

2. ROLL CALL:

PRESENT: Kat St. Clair, Chair Terri Henson, Gary Watkins, Jillian Privett, Apryl Hutchinson

STAFF: Kate Thomas, JR Meek

ABSENT:

3. AMENDMENTS TO THE AGENDA: None

4. CONFLICTS OF INTEREST: None

5. APPROVAL OF MINUTES

- a) Approval of the Planning and Zoning Regular Meeting Minutes from January 22, 2026.**

M/S: Hutchinson/St. Clair

Passed Unanimously

6. DIRECTORS REPORT:

Staff reported on Structure Incorporated Presentation that is scheduled to appear on Monday, April 14th, presentation, an MOU negotiation and agreement with the Borough Assembly. Structure Incorporated.

Work Session and presentation on May 6th from SEAPA Town Hall, 6:00 pm.

The Borough Manager has requested the Planning & Zoning Commission to conduct meeting on May 7 due to time constraint in correlation with the SEAPA project. Chair Henson and St. Clair will not be in attendance, but Watkins and Hutchinson will be here. TDA on Privett.

SEAPA will start with software design, and then building out the electrical infrastructure and data detection on power throughout Southeast Alaska. They also looking into the old Wrangell Medical Center as possible location for

7. CORRESPONDENCE: None

8. PERSONS TO BE HEARD:

9. NEW BUSINESS:

- a) **(PH) Request from Royce and Sherri Cowan to purchase a portion of Borough-owned property within Tract A of ASLS 94-135 and within a Portion of Section 27 T62S, R84E, C.R.M, zoned Remote Mixed Use, Wrangell Island East (Back Channel) for the purposes of owning and maintaining a private access road.**

M/S: St. Clair/Hutchinson

Move to approve the findings of fact and recommend approval to the Borough Assembly of the request by Royce and Sherri Cowan to purchase a portion of Borough-owned land within Tract A of ASLS 94-135 and a portion of Section 27, T62S, R84E, C.R.M., for the purpose of owning and maintaining a private access driveway, subject to the conditions outlined in the staff report.

Public Hearing Opened

Public Hearing Closed

Chair Henson inquiries on Cowan if it's better to lease or own it. Cowan answers to own it is better.

Staff delivers background report for a mile of road built down into the Cowan's parcels, constructing the driveway, and refining the easements. Clarification provided is that the easement is located within the Cowan's property lines. Another clarifying piece is staff is that the application is 14 feet, not listed in the agenda.

Staff points out to other property owner and ask for letters of interest. Staff only heard back from one property owner, Mr. Bill Heffernan. The cowans have already contributed half of million dollars in development and discussion of how the easement could be used for the general public without costs to the public. Staff have entered discussions with the Borough Clerk and Manager how to navigate the situation. The recommendation is for the Cowans to purchase the property. The Borough is not in a situation to purchase the road from the Cowans, but three options are shared access in easement, private ownership in the corridor, and public access maintained by the Borough. The Borough is lacking in capital funds for the third option.

Chair Henson directs discussion on clarification the property lines listed in the Plat and inquiries the plan if motion passes. Staff answers that there are no current plans, but states viability of the possibility on constructing a road. Staff also clarifies because of the difficulty of bed rock on the leaway.

If go through, the Cowans will assume maintenance responsibility of the road and in the future of municipality, negotiate for a shared road system.

Chair Henson inquiries to Cowan if other property owners would want to buy-in for shared access. Cowans answer that they offer for other owners if they would also like to buy-in for the access road due to high costs, but possibility in the future once development initiates.

Commissioners ask questions on placement of property lines and Cowan answers.

Watkins inquire about the two lots if they will have development. Cowan answers that there has been development done to place roads and easement in, but no plans so far for further development.

St. Clair inquires to staff if all this land needs to be developed, that there would need to be a road next to it. Staff clarifies the shared roadway access off Spur road and that will need to be negotiated further on the Borough Manager level.

Watkins inquire on the long-term plan and the current layout for escape route. Staff clarifies yes on escape route, but the Borough will look into alternative funding for how to initiate escape routes for civilians during emergencies.

Watkins inquire on how the survey will be taken. Staff clarifies that "as built" has been established, and will need further before survey.

Polled Vote – All in Favor

- b) (PH) Request from Richard Kaer to purchase Borough-owned tidelands identified as Lot 2, Block 84B, of the Wrangell Townsite according to Plat No 89-2, zoned Waterfront Development.**

M/S: Watkins/St. Clair

Move to approve the findings of fact and recommend that the Borough Assembly approve the request from Richard Kaer to purchase Borough-owned tidelands identified as Lot 2, Block 84B of the Tidelands Resubdivision of Wrangell Tidelands Addition, Plat 89-2, subject to applicable provisions of Wrangell Municipal Code Chapter 16.12.

Public Hearing Opened

Public Hearing Closed

Staff delivers administrative report. Richard Kaer is wrapping up his real estate and is looking to secure Tidelands. Mr. Kaer has built infrastructure and worked with the Borough to identify Tidelands for construction.

Chair Henson inquired if the Port Commission has approved moving, staff answers yes. The motion wasn't added to the agenda due to staff absence.

Watkins inquired why the purchase instead of negotiating with lease with the Borough. Staff answers that there was no value in pursuing and continuing the lease as opposed to outright sell the land because of property taxes and assessment.

Watkins inquires on the decision-making process for how to navigate the purchase and leasing process of Borough Tidelands. Staff answers that public waterfront property can be a commodity for commercial use and the State has a Statute "The Public Trust Doctrine" where property owners cannot preclude Alaskan citizens from accessing waterfront and not will be

recognized as trespassing. The responsibility of disposing the property will be under Mr. Kaer's authority.

Staff also explains that PARcel 2 is owned by Richard, PARcel 3 is currently owned by the Borough, and Parcel 4 that has no ownership.

Polled Vote – All in Favor

- c) (PH) Request from Tideline Construction to lease Borough-owned tidelands identified as ATS 1249 according to Plat No 83-13, zoned Waterfront Development, within the CBW Deep-Water Port Subdivision.**

M/S: St. Clair/Hutchinson

Move to approve the findings of fact and recommend approval to the Borough Assembly of the request from Tideline Construction, LLC to lease a portion of Borough-owned tidelands identified as Alaska Tidelands Survey 1249, according to Plat No. 83-13, containing approximately 30.87 acres and located within the CBW Deep Water Port Subdivision, zoned Waterfront Development, subject to the condition that the waterward leased area shall not extend north beyond the waterfront boundary of the parcel proposed to be acquired by Tideline Construction.

Public Hearing Opened

Public Hearing Closed

Staff delivers an administrative report. Staff clarifies that it is 3.7 acres and points out on the plat on the location of the acre line. The newly established Parcel A cannot go any further north because the face of Parcel B will be preserved for JAG Marine Group and Alaska Marine Lines. The entire track is 30.87 acres, but the Tideline Construction is 3.7 acres. Staff will list the clarification in the memorandum for the Assembly.

Staff recalls on previous discussion on the legal ramification of selling and sale agreement of the tack and Borough-owned Tidelands. Currently, Tidelines has a short-term lease, but will seek long-term lease to build out infrastructure.

Polled Vote – All in Favor

10. UNFINISHED BUSINESS

- a) Final Plat review and approval of a Subdivision of Lot 6 (APN 03-011-150) and Lot 7 (APN 03-011-152) of USS 3534; and, Lot 10 (APN 03-010-216) and Lot PSS (APN 03-010-214) of USS 2589, and USS 3000 (APN 03-011-100), according to Plat No. 29-20, creating Lots A and B of the CBW Deep Water Port Subdivision, zoned Waterfront Development, owned by the City and Borough of Wrangell and requested by Tideline Construction.**

M/S: Hutchinson/St. Clair

Move to approve the Findings of Fact and the Final Plat for the CBW Deep Water Port Subdivision, creating Parcels A and B, as requested by the City and Borough of Wrangell in partnership with Tideline Construction.

Staff delivers brief administrative report. Staff highlights Parcel A, B, and Parcel. The Borough has consolidated the parcels for cleaner and easier to read survey. Based on the configuration of the land, the easement on Zimovia Highway was not practical without consideration to Alaska Marine Lines, which led to its removal. In the future, if the Borough wish to build roadway into the Parcel, they may seek funding and build out the road from the highway.

Polled Vote – All in Favor

- b) Final Plat review of a subdivision of Lot 5A, Block 61 (APN 02-028-204) of the Industrial Park Subdivision, according to Plat No. 2001-7, creating Lots 5A-1 and 5A-2 of the Woodbury Subdivision, zoned Industrial, owned and requested by Brett Woodbury.**

M/S: Hutchinson/Watkins

Move to approve findings of fact and the final plat for the Woodbury Subdivision, a subdivision of Lot 5A, Block 61 of the Industrial Park Subdivision, according to Plat No. 2001-7, creating Lots 5A-1 and 5A-2, as requested by Brett Woodbury, subject to the condition outlined in the staff report.

Polled Vote – All in Favor

11. COMMISSIONERS' REPORTS AND ANNOUNCEMENTS:

Tentatively, next meeting is May 7th, dependant of Privett's attendance, alternative is May 11th.

12. ADJOURNMENT: 6:29 PM

ATTEST: _____
J.R. Meek, Secretary

Terri Henson, Chair