

Minutes of Regular Planning and Zoning Meeting
Held on April 13, 2023

A. CALL TO ORDER / ROLL CALL: APRIL 13TH, 2023 @ 5:32 PM

PRESENT: Chair Terri Henson, Vice-Chair Donald McConachie, Apryl Hutchinson, Kathleen St Clair

ABSENT: Jillian Privett

STAFF PRESENT: Carol Rushmore, Kate Thomas

Commission Secretary, Matt Henson was present.

B. AMENDMENTS TO THE AGENDA - NONE.

McConachie asked to be excused when item 5 is presented.

C. CONFLICTS OF INTEREST - NONE.

D. APPROVAL OF MINUTES - Approval of the march 9th, 2023 regular meeting minutes

M/S McConachie/St. Clair - all in favor

E. PERSONS TO BE HEARD - See public hearing.

F. CORRESPONDENCE - Two letters were submitted: Pullman and Demerjian

G. NEW BUSINESS

1. (PH) Conditional Use Permit application request for an animal shelter on a portion of Lot 4, Block 66, Wrangell Industrial Park Expansion Subdivision (Plat 92-9) Zoned Industrial, owned by the City and Borough of Wrangell, requested by St. Frances Animal Rescue

OPEN PUBLIC HEARING

JOAN SARGENT - (PERMIT APPLICANT) stated establishment would comply with all code. Must comply with animal code. Establishment is recognized as a commercial animal shelter. Request for non-profit status to be listed in lease agreement.

ALICE ROONEY - Reminder of feral cat problem. Animal rescue relieved the situation. Provide community service and finding homes for animals.

DIANE O'BRIEN - Thanks commission for adding to agenda. Shelter provides homes for animals. No physical place right now. Lot would provide space for animals.

ANNE WINTERS - Ideal location for property.

CLOSE PUBLIC HEARING

M/S MCCONACHIE/HUTCHINSON: To approve the Conditional Use Permit application request for an animal shelter on a portion of Lot 4, Block 66, Wrangell Industrial Park Expansion Subdivision (Plat 92-9) Zoned Industrial, owned by the City and Borough of Wrangell, requested by St. Frances Animal Rescue

DISCUSSION. STAFF REPORT.

M/S MCCONACHIE/HUTCHINSON AMENDED MOTION. To approve finding of fact and the Conditional Use Permit request for the operation of an Animal Establishment (Shelter) for cats in the Industrial Lot subject to the following conditions:

CONDITIONS OF CONDITIONAL USE PERMIT READ INTO RECORD.

1. Location of the building and size of parcel to shall be discussed and approved by staff and Assembly;
2. Determination of the type of agreement (lease, purchase) shall be discussed and determined by staff and approved by the Assembly;
3. Responsible party identified and agreed to for site expenses such as moving the chain-link fence, subdivision and surveying the land;
4. Borough Access to the impound lot must be maintained from 5th Avenue;
5. Connection of the utilities shall be responsibility of St. Frances;
6. This permit is for a shelter for cats only. Should St. Frances want to include dogs in the future, a modification or new permit must be obtained from the Planning and Zoning Commission;
7. The Assembly approves the sale/lease of land to Saint Frances.

Amendment approved unanimous.

Main motion approved unanimous.

2. (PH) Variance permit application request for a variance to the front and side yard setbacks for a storage unit on a portion of Lot 2, Tract A, USS 3402 and Lot A, Block A, Tract C, Keller Tidelands Subdivision (Plat No. 2012-2), zoned Rural Residential 1, requested and owned by Steven and Helen Keller

OPEN PUBLIC HEARING

STEVE KELLER - Small outbuilding for vehicles and fish cleaning station. 16x20 foot area for building. Setbacks on the town side. The new structure will look similar to the existing home. Setbacks requested are different than the original application.

CLOSE PUBLIC HEARING

M/S HUTCHINSON/ST. CLAIR move to approve findings of fact and the variance request for a 4-foot side yard setback (11-foot setback reduction) and an 8-foot front yard setback (12-foot reduction) for a storage shed.

DISCUSSION. STAFF REPORT. The applicant states that the actual setbacks are greater than what the application indicated.

AMENDMENT TO MOTION, 8-foot side yard setback and 18-foot front yard setback for storage shed (2-foot reduction) to reflect actual plans.

A friendly amendment was made to adjust setbacks M/S HUTCHINSON/ST CLAIR Moved to approve findings of fact and the variance request for an 8-foot (7-foot reduction) side yard setback and an 18-foot (2-foot reduction) front yard setback for a storage shed as amended.

Motion approved unanimous.

3. (PH) Preliminary plat review of the Ostrander Replat, a replat of a portion of Lot 5, Block 84, USS 2589 (Plat No. 65-152), creating Lot 5A and Lot5B, zoned Rural Residential 1, owned and requested by Mark and Margaret Mitchell

PUBLIC HEARING OPEN: No Public Comment. No statement from parties of interest.

PUBLIC HEARING CLOSED

M/S HUTCHINSON/ST. CLAIR approve the preliminary plat of the Ostrander replat.

Motion approved unanimous.

4. Review and Approval of a Right-Of-Way encroachment application for an awning on 310 Front Street, Portion of Lot 3, Block 5, USS 1119, owned by Buness Family LLC, requested by Tim Buness.

M/S MCCONACHIE/HUTCHINSON move to approve the findings of fact and the right of way encroachment request for an awning attached to the front of their building to provide coverage at the entrance of their business.

DISCUSSION. STAFF REPORT: After the fact application.

Motion approved unanimous.

5. Review and Discussion of Detached Accessory Dwelling Units (ADU) draft code

FURTHER REVIEW:

- Minimum 10,000 sq ft parcel - YES
- Variances not allowed for ADU. Meet Setbacks to wall of structure, then allow variance for roof overhang only into setback by 3 or 4 feet.
- 800 sq ft building – foundation footprint including deck (SFMD) - YES
- Must have enough lot size and still meet lot coverage - YES
- Allowing 2 residential structures on a single lot (this is currently permitted but the current requirement is land must be or could be subdivided), but not 3 units in SF. - YES. Share driveway access - NOT MANDATORY, DEPENDS ON LOCATION
- Needs utilities - YES
- Not allowing construction over a lot line if own adjacent lot (should be case for all construction) - YES ADU must be on same lot as primary residence.
- Add a third RR Zone – different lot size for septic system - TBD
- Only 1 ADU in SF, only 1 in Rural Residential. - YES. How many units in Multifamily? - based on current code density. If the residence has garage apt, it cannot have ADU. - YES
- Should it be owner occupied or long-term rental? - BOTH ACCEPTABLE
- If know to be used as commercial, then must have licensed electrician. - YES. But is a long-term rental considered commercial? - NOT DECIDED

- If existing Residence built, then becomes Airbnb - COND. USE NEEDED - OK. ADU must be located behind the main structure. - YES.

6. Review and Discussion of Planned Unit Development and Cluster Subdivision draft code
FURTHER INVESTIGATION IN TO PRELIMINARY PLAT AND FINAL PLATS. DISCUSSION ON
SEPARATING LOTS IN CLUSTER DEVELOPMENTS.

H. OLD BUSINESS - NONE.

I. PUBLIC COMMENT - NONE.

J. COMMISSIONERS' REPORTS AND ANNOUNCEMENTS - NONE.

K. ADJOURNMENT

Meeting adjourned at 7:12PM; Next meeting is scheduled for May 11th, 2023.

All future meetings will be scheduled for 5:30 PM.

Terri Henson, Chair

ATTEST: _____
Matt Henson, Secretary