

CITY OF CRAIG  
PLANNING COMMISSION MINUTES  
Meeting of February 28, 2007  
7:00 p.m., Craig City Council Chambers

**Roll Call**

Roger Sadler (chair), John Moots and Lonnie Walters were present. Gail Slentz and Bill Altland were absent excused.

**Public Comment**

There was no comment on non-agenda items.

**Public Hearing and New Business**

1. Variance 070124. Rick Jones request to construct in the 10' setback.  
Brian reported on the application by Mr. Rick Jones to reconstruct a deck into the 10' setback. Mr. Jones was present to answer questions. Brian said that the existing deck was a prior non-conforming use and that Mr. Jones wanted to build a new deck on the same footprint.

Motion to Approve    WALTERS/MOOTS            Approved

2. Ward Cove Cannery Site Development Plan, Final Draft. Brian said that he had originally wanted the commission to approve the final draft of the Ward Cove Development plan at this meeting, but that the public notice did not get published. Brian asked the commission to table the issue for this meeting and call a special meeting on March 12, 2007 at 7:00 pm to decide on the issue. The commission asked Brian to draft some development alternatives for Phase 2 of the plan for the commission to look at and consider including in the recommendation to the city council.

Motion to Table Item and schedule a special meeting on March 12, 2007

Motion to Approve    WALTERS/MOOTS            Approved

**Adjourn**

Motion to Adjourn    WALTERS/MOOTS            Approved

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Roger Sadler, Chairman

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Attest: Brian Templin, City Planner

CITY OF CRAIG  
PLANNING COMMISSION AGENDA  
Meeting of March 22, 2007  
7:00 p.m., Craig City Council Chambers

**Roll Call**

Roger Sadler (chair), John Moots and Lonnie Walters were present, Gail Slentz and Bill Altland were absent.

**Public Comment**

There was no comment on non-agenda items.

**Public Hearing and New Business**

1. Preliminary Plat, RP 07-03-22, Carl Timpe. Brian told the commission that Mr. Timpe had approached the city about buying a portion of city property along Hamilton Drive to add to his property. Mr. Timpe intends to build a second residence on the property and lease out his current residence. Brian shared that there had been some concern by the neighbors about high development and that both the neighbors and Mr. Timpe had agreed that the development would be limited to density allowed in a Low Density Residential zone. Brian added that the plat would not be filed until the purchase was approved by the city council and finalized. Mr. Timpe was available to answer questions.

Motion to Approve                      MOOTS/WALTERS                      Approved

**Old Business**

Brian reported that the city council had not finalized the Ward Cove Development Plan draft yet.

**Adjourn**

Motion to Adjourn                      WALTERS/MOOTS                      Approved

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Roger Sadler, Chairman

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Attest: Brian Templin, City Planner

CITY OF CRAIG  
PLANNING COMMISSION MINUTES  
Special Meeting of March 12, 2007  
7:00 p.m., Craig City Council Chambers

**Roll Call**

Roger Sadler (chair), Gail Slentz, Lonnie Walters and Bill Altland were present. John Moots was absent excused.

**Old Business**

1. Ward Cove Cannery Site Development Plan, Final Draft. Brian discussed the overall process, public input and discussions that had been held on the issue. Brian explained that the plan was nearly ready to go to the city council for approval and that a final draft had been distributed and available to the public for an adequate period of time. Brian suggested that rather than creating another draft, that the planning commission send the current final draft along with a list of recommended changes to the city council for adoption.

The commission, Brian, Jon Bolling, and members of the public that were present at the meeting (Cheryl Fecko, Sheila Beardsley, Mark Beardsley, Barb Stanley and Tim Koentopp) discussed the various parts of the plan. In the end the planning commission made six recommendations that they asked Brian to forward to the city council with the final draft. Those recommendations were:

- a. The disposition of several of the buildings should be changed from REMOVAL to SHORT TERM/POTENTIAL USE. (This will not require that the city keep the buildings in the long term, but will leave them in place until further planning is completed.) The improvement designations that should be changed are;
  - i. The boat ways/marine haul out (listed as improvement #8 on page 26 of the final draft) should be changed to SHORT TERM/POTENTIAL use if the council adopts the recommendation to exclude the potential tideland parking area from the first phase of the development.
  - ii. The bunkhouses (listed as improvements #13 and #17 on page 27 of the final draft) should be changed to SHORT TERM/POTENTIAL use.
  - iii. The storage building near the current access road (listed as improvement #12 on page 27 of the final draft) should be changed to SHORT TERM/POTENTIAL use.
- b. Beach Road should be added to the list of possible road extensions on page 31 of the final draft. (This does not require that Beach Road is extended, it only puts it on the list along with First St., Second St., Water St. and Front St. as possible access points in the second phase.)

- c. Development Block 2 shown on page 34 of the final draft (tideland area near Ruth Ann's) should be removed from phase 1. Staff should include fill/piling supported development in the initial permitting and environmental work, but the area should not be developed for parking until more complete planning takes place to determine the best use of the tideland lots.
- d. Development Block 3 should have the following statement added after "...through lease or sale processes": **No lots within the site may be sold or leased (unless temporary uses) until final zoning ordinances for the site are adopted.**
- e. Development Block 4 shown on page 35 of the final draft (potential sale lot to First Bank) should have the following statement added after "...may be developed as a separate lease/sale lot.": **No lots within the site may be sold or leased (unless temporary uses) until final zoning ordinances for the site are adopted.**
- f. Development Block 5 shown on page 35 of the final draft (Phase 2 development area) should be changed to read as follows: **This block contains the remainder of the upland. Although some site work such as removal of buildings and some temporary uses such as leasing to Astoria Seafoods will take place, final development design of this block will be ongoing and considered as Phase 2 of the development project. Public comments during this ongoing phase of the project and public comments contained in Chapter 2 and Appendix A of this document will continue to be an essential part of the Phase 2 development process. Final lot configuration, access, parking and utilities will be designed considering public comments, development proposals, zoning and uses required to support the harbor development. Phase 2 Development planning will be completed no later than the completion of the final harbor design.**

Motion to recommend that the Craig City Council adopt the final draft of the Ward Cove Cannery Site Development Plan, Phase 1 with the recommendations listed above.

Motion to Approve    WALTERS/SLENTZ                      Approved

**Adjourn**

Motion to Adjourn    WALTERS/SLENTZ                      Approved

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Roger Sadler, Chairman

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Attest: Brian Templin, City Planner

CITY OF CRAIG  
PLANNING COMMISSION MINUTES  
Meeting of June 28, 2007  
7:00 p.m., Craig City Council Chambers

**Roll Call**

Roger Sadler (chair), Gail Slentz, John Moots, and Lonnie Walters wer present at the meeting. Bill Altland was absent, excused. Jim Hamilton, Paul Foster, Tina Nickerson, Kelly Nickerson and Pat Boyd were also present.

**Approval of Minutes**

The minutes of the November 2006, February 2007, March 2007 Special Meeting and March 2007 Planning Commission meetings were reviewed by the commission. Brian said that he would work to not let minutes fall behind again.

A motion was made to approve the November 2006 meeting minutes.

MOTION TO APPROVE                      MOOTS/SLENTZ                      APPROVED

A motion was made to approve the February 2007 meeting minutes.

MOTION TO APPROVE                      MOOTS/SADLER                      APPROVED

A motion was made to approve the March 2007 special meeting minutes.

MOTION TO APPROVE                      SLENTZ/MOOTS                      APPROVED

A motion was made to approve the March 2007 meeting minutes.

MOTION TO APPROVE                      MOOTS/SLENTZ                      APPROVED

**Public Comment**

There were no public comments on Non-Agenda Items.

**Public Hearing and New Business**

1. Resignation of Commissioner Bill Altland. Brian reported that Bill Altland had submitted his resignation from the planning commission. Bill submitted an email to Brian which stated that he was unhappy about how the planning commission's comments on the Ward Cove Cannery Site Development Plan were handled and that was his reason for resignation. Other commissioners stated that they agreed with Bill's reason for resigning.

MOTION TO ACCEPT                      SLENTZ/SADLER                      APPROVED

2. CUP 070628 Religious Assembly in a Residential Zone, Anchor Baptist Church. Brian reported that Paul Foster and the Anchor Baptist Church had applied for a conditional use permit to have a religious assembly in a residential zone. Brian said that they were looking at building a church, parsonage and parking on lots 6 and 7, Port Bagial Heights Subdivision on Brandi Court, off of Water Tower

Road. Brian said that the property is currently zoned low density residential. Brian said that the application was complete, public notices had been posted and that adjacent property owners had been notified. Brian said that Anchor Baptist did not currently own the property, but the owner, Jim Seley, had signed the conditional use permit application. Roger said that he had a couple of questions about criteria. Roger said that his recollection was that the discussion at the initial planning about this subdivision was that it would be pretty much nice single family homes. Roger thought that they were going to pursue covenants on the development of the property. Roger was not sure that a church was compatible in this neighborhood (criteria #3), was potentially structurally incompatible without reviewing some plans and materials (criteria #7) and may have an impact on property values in the area (criteria #8) depending on what was built. John Moots said that he was concerned with traffic and parking generated during use. John was particularly concerned with off street parking.

Tina Nickerson said that she was concerned with parking and noise. She didn't mind a church being built there, but wanted to see the design of the building to make sure that it fit in with the neighborhood. She said that the first time that Jim Seley was approached to sell the property to the church that he encouraged the neighbors to write letters opposing putting a church there because of the property value issue. She asked if the church anticipated growth and how that would affect traffic and parking.

Jim Hamilton said that the proposed church would be one lot away from his house. He said that his only concern was water runoff, that currently the three lots (including the empty one adjacent to his property and the two proposed for the church) ran water off onto his property. He said that he had discussed this with Paul Foster and asked that construction be done so that it would not send additional runoff to his property. He said that he has lived in two communities with churches as neighbors in the past and has had a positive experience.

Tina said that she welcomed the church, but still had concerns about water, traffic and traffic safety at the intersection of Water Tower Road and Hilltop Drive. Roger asked if we were going to improve that intersection. Brian answered that improvement of that intersection was one of the priorities with the road improvement money that the city had. Tina said that she would like to see that addressed as part of the plan to develop.

Paul Foster said that the church had a general concept, but did not have final drawings or materials yet. He said that the church didn't want to spend the money to complete design unless they knew that they could build at this location. He said that the church did approach Mr. Seley in the past about purchasing the property and that Mr. Seley approached the church this time. Paul said that the church was not going to be a cathedral style with a steeple or a metal building, but would be something that looked like a big house. He said that exterior details would include cedar or hardi-plank siding. He said that it would go on the seonc

lot and that access to the parking lot would be from Water Tower Road, not Brandi Court. Paul said that currently there were about 30 parking spaces which would allow for 150 seats in the sanctuary. He also said that he had talked to Corky Timpe about use of the pool parking lot as an overflow. Paul said that the pool didn't open until 1:00 pm on Sundays and that they would be done with service by then. He also said that he had talked to Jim Hamilton about water runoff and that unless there were circumstances that changed, there would be no construction for at least two years, but site work may start sooner, including addressing runoff issues.

Lonnie Walters voiced a concern about the increased traffic on Hilltop Drive. He said that dust generated from traffic on the road for the pool, cable TV and other residences.

Gail Slentz asked if there were currently covenants on the lots. Tina answered that there were no covenants that were adopted. Gail said that it was not the commission's place to dictate additional covenants. Brian said that was true, but the commission could dictate development requirements that ensured that the building was compatible. Gail asked if we could work a condition in that required a public review of the final design and finish materials to make sure the building was compatible. Brian said that the planning commission could attach a special condition dictating compatibility or add a review requirement to make sure that the final design is compatible. Gail asked the audience if that kind of condition would address their concerns about compatibility. There were no objections.

Lonnie reiterated his concern about traffic. Gail said that any location in town would create the same problems.

Roger asked if churches paid property taxes. Brian said that they do not. Roger asked if all of the churches in town were on residential property. Brian said that they were. Roger commented that he was still concerned about the residential vision and the additional traffic.

Brian suggested that if the commission were inclined to approve the permit, based on the condition that it was compatible with the neighborhood that they could add a special condition that said "final design and materials must be approved by the planning commission prior to construction". Brian said that this would give the commission a chance to ensure that criteria #7 was met. Roger asked if the final approval would be at a regular meeting and if the same people would be notified. Brian said that we would want to include a public notice in the commission. He suggested adding "after conditional use permit notifications are met."

Lonnie reiterated that he felt that more noise and dust would be created (criteria #4), that traffic volume would be altered (criteria #10) and that land, air and water quality would be affected (criteria #12). Roger said that in theory it does have

adequate access on Port Bagial Boulevard, but some people would choose to use Hilltop Drive. There was some additional discussion about traffic and alternatives.

Gail made a motion to approve resolution 496-07-PC with the addition of special condition #5 which will say “final design and materials must be approved by the planning commission after conditional use permit notifications are met prior to construction”.

MOTION TO APPROVE                      SLENTZ/MOOTS                      APPROVED 3-1  
(Walters opposed)

3. Final Plat Approval, Timpe Plat RP 03-07-22. Brian reported that the city council had approved a sale of land to Mr. Timpe. The preliminary plat had already been approved by the commission and all of the preliminary approval conditions had been met.

MOTION TO APPROVE                      WALTERS/SLENTZ                      APPROVED

**Old Business**

There was no Old Business discussed at the meeting.

**Adjourn**

The meeting adjourned at approximately 8:00 pm.

MOTION TO ADJOURN                      WALTERS/SLENTZ                      APPROVED

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Roger Sadler, Chairman

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Attest: Brian Templin, City Planner

CITY OF CRAIG  
PLANNING COMMISSION MINUTES  
Meeting of September 27, 2007  
7:00 p.m., Craig City Council Chambers

**Roll Call**

Roger Sadler (chair), Gail Slentz, John Moots, and Lonnie Walters were present at the meeting. Bill Russell, Jon Bolling and Tom Kirkman were also present.

**Swearing in of new commissioner**

Bill Russell was sworn in as a new planning commissioner. Bill took his place on the commission for the remainder of the meeting.

**Approval of Minutes**

The minutes of the June 28, 2007 Meeting minutes were reviewed and approved.

A motion was made to approve the June 28, 2007 meeting minutes.

MOTION TO APPROVE                      MOOTS/SLENTZ                      APPROVED

**Public Comment**

There were no public comments on non-agenda items.

**Public Hearing and New Business**

1. Planning Commissioner Bill Russell was sworn in earlier in the meeting.
2. Tom Kirkman Replat – RP09-27-07. Brian reported that Tom Kirkman had applied to replat lots 1A and 3, Block 28, USS 1430; and Lots 1 – 3, Block 28A, USS 1430 Craig Tidelands Addition into a single lot. Brian said that Mr. Kirkman planned to construct four duplex units and a private dock that would be owned condominium style. Gail asked where the meander line was. Brian said that the corners were on the bank at the top of the beach and that the original meander line was at those corners. There was some discussion about the proposed dock. Brian explained that the entire dock and the vessels that were moored there would have to be contained within the property line. The harbormaster had been consulted on this replat to make sure that this would not interfere with normal navigation in the harbor. Roger asked if there was sufficient area for eight dwelling units. Brian said that there was enough area, even if the tideland was excluded. He said that there was about 27,000 square feet of upland and that 24,000 were required for the eight units. John commented that usually he would be opposed to split zoning, but that in this case the split zoning was clearly marked with the meander line and made sense from a use standpoint. Gail commented that there were a lot of neat bottles and

other finds on that beach and suggested that Tom keep an eye out while they are excavating for the dock area. Tom said that the remaining three duplexes would be the same design as the one that is currently on the property, but that they would not have daylight basements.

MOTION TO APPROVE

SLENTZ/MOOTS

APPROVED

3. Brian said that he included a couple of additional items in the packets for the commission including an updated land development code and a copy of the transportation plan and environmental document for the upcoming street improvements. Brian asked the commission to look the transportation plan and environmental document over so that the commission could facilitate some discussion about priorities for the available paving funds. Brian said that there are not enough funds to pave all of the city streets so we will have to put together some list to work from. Gail asked if the water and sewer work was part of the \$1.8 million available for street improvements, or if it was separate money. Brian and Jon answered that the utility improvements was separate money. John asked if the city owned enough right-of-way along West Hamilton to pave. Jon replied that the city owns a 33' right-of-way from the highway to the causeway to Cemetery Island. In addition to that right-of-way, the city owns some wider areas along West Hamilton and will work to acquire some more prior to paving. Bill asked if the 33' was enough to improve drainage along West Hamilton. Jon answered that the 33' included the ditches on the uphill side of the road and that there would be room to make the improvements needed. Jon added that the CCA was going to provide some additional funding through the Indian Reservation Road program. Brian told the commission that the environmental document included all of the roads in town, even though there would not be enough funds to pave them all. Bill asked if there was a process that property owners could go through if their streets were not selected for paving. Brian said that there was a process called a local improvement district where funds could be collected from property owners to pay for improvements like paving, and that it would definitely be less expensive while the paver was here in town.
4. Lonnie asked if there was a building permit for the site work taking place next to his house on Hilltop Drive. Lonnie said that there were some drainage concerns. Brian said that a building permit was not required for site work itself and that the property owner in question had opted against getting a permit for sitework. Brian said that he would take a drive by the property to see if he needed to take any action.

**Adjourn**

The meeting adjourned at approximately 7:40 pm.

MOTION TO ADJOURN

SLENTZ/WALTERS

APPROVED

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Roger Sadler, Chairman

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Attest: Brian Templin, City Planner

CITY OF CRAIG  
PLANNING COMMISSION MINUTES  
Meeting of October 25, 2007  
7:00 p.m., Craig City Council Chambers

**Roll Call**

Gail Slentz, Lonnie Walters, and Bill Russell were present. Roger Sadler (chair) and John Moots were absent excused.

**Approval of Minutes**

The minutes of the September 27, 2007 Meeting minutes were reviewed and approved.

A motion was made to approve the September 27, 2007 meeting minutes.

MOTION TO APPROVE                      WALTERS/RUSSELL                      APPROVED

**Public Comment**

There were no public comments on non-agenda items.

**Public Hearing and New Business**

1. Chad Mickel Replat – RP 071025, Resolution 498-07 PC. There was a brief discussion on the proposed plat for lots 1 – 4, Block 6A, USS 1430, Craig Tidelands Addition. Brian reported that the planning commission had seen other preliminary plats for this property, but that none were ever completed by the applicant. Brian said that this replat creates three lots out of the four original lots and that each of the lots meet all code requirements.

A motion was made to approve the preliminary plat of Lots 1 – 4, Block 6A, USS 1430, Craig Tidelands Addition.

MOTION TO APPROVE                      WALTERS/RUSSELL                      APPROVED

**Old Business**

1. Craig Transportation Plan Discussion. There was a brief discussion on the Craig Transportation Plan that was distributed to the planning commissioners at the last meeting. Brian said that this would continue to be an open item on the agenda for staff and public discussion.
2. Local Improvement District Discussion. Brian gave a brief description of the LID process based on questions at the last meeting. Brian said that he would continue to provide information or answer questions if the LID process may be included in the street improvements. There were no questions about LIDs.

**Adjourn**

The meeting was adjourned at approximately 7:40 pm.

MOTION TO ADJOURN

WALTERS/RUSSELL

APPROVED

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Gail Slentz, Vice-Chairperson

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Attest: Brian Templin, City Planner