

PLANNING COMMISSION MEETING

January 26, 2006

7:00 p.m., Craig City Council Chambers

Roll Call

Roger Sadler (chair), Gail Slentz, John Moots (absent), Lonnie Walters, Bill Altland

Approval of Minutes

Motion was made and seconded to approve the minutes of December 22, 2005.
Minutes approved.

MOTION TO APPROVE WALTERS/ALTLAND APPROVED

Public Comment

None

Public Hearing

1. 2005/2006 Streetlight Nominations (NOTE: This item was moved to #3 at the meeting)

Motion was made and seconded to table the Streetlight Nominations until the next commission meeting.

MOTION TO TABLE WALTERS/SADLER APPROVED

2. Coastal Management Plan – Revised Public Review Draft

Brian said that a half dozen people commented in writing, and most of those changes were incorporated into the final draft, the biggest changes being in the enforceable policies, by combining some and removing some others based on comments from the State ACMP officials, and in chapter 5. A lot of the other changes were spelling and grammar errors. He said that there is a resolution tonight in front of the commission for approval before it is sent back to the State for final review and approval.

Motion was made and seconded to approve PC Resolution 48506.

MOTION TO APPROVE SLENTZ/WALTERS APPROVED

3. Ward Cove Cannery Site Draft Concept Land Use Plan

Brian reported that the city is in a position to begin moving forward. A deal is not locked down yet, but potential development and uses of the land are being discussed. On January 11, there was an informal workshop to which the city council and staff were invited. There was general talk about uses in order to give some direction of what to give to the public. Brian said that it is still very early in the process and taking public comments. The planning commission may decide to continue discussion in future meetings.

Gail pointed out that there needs to be a preliminary plan in order to get some funding needed to move ahead with the purchase.

Brian said that any comments made tonight will go into the record whether written or not, and the public comment period will be open for quite some time.

Cheryl Fecko commented that she is really happy to see that the city is working to acquire the Ward Cove site. She could see that there has been a lot of planning and forethought. She is glad to see a variety of uses, and likes the idea of a boardwalk around the property, and although parking is a great need, she was glad to see it didn't dominate the map. There was one item on the map she did not like, the floating breakwater. If at all possible, she would like to see it removed. She was in favor of restoring the old buildings, perhaps for a museum. If they cannot be restored, she would still like to see a museum. She said it would be nice to see a few more of the open areas, down by the boardwalk. She also said that she was happy to see that this project was for both residents and visitors.

Terry Fifield said that he read through the plan a couple weeks ago, and liked the flavor of it. The historic value really comes through in the suggestions that were listed. He felt that restoring the historic character is an important factor, as the roots and origins of Craig are in the cannery and a vital part of the community's identity. He said that he would like to see the buildings restored if at all possible, perhaps through historic preservation grants. He said that not all the buildings need to be restored, as they are not all salvageable, but the key historic buildings he would like to see restored. He further said that he would like to see some history of Craig highlighted, with maybe some low profile signs with photos and history of Craig. He mentioned possibly keeping a subsistence and commercial fishing theme.

Chairman Sadler mentioned that there is a major expense involved in restoring, but there has been quite a bit of interest in keeping the same architectural styling in anything built new. If the city decided to sell any of the property, it may be stipulated in the sales agreement that anything built had to match at least the exterior of the surrounding buildings.

Gail said that at the last meeting the historic designation was discussed quite a bit, and who would actually restore the buildings. The Craig Community Foundation may undertake the restoration.

Richard Trojan said he liked the idea of First street going through the area. He said that he was concerned about the parking area off Third Street, as the hillside is quite steep. He did not like the idea of one ramp servicing the entire float, as both the existing docks would be taken out according to the draft

plan. He thought two or even three ramps would give more access. He also said that some of the buildings that could be salvaged and the lumber used for restoring the ones that were to be kept.

Chairman Sadler said that there was already some discussion about the dock access. The future harbor expansion idea is on both ends of the center section, and it is possible that the existing pier owned by the city could be connected.

Brian said that using the existing Ward Cove dock is a great starting point for a pier to attach a ramp to and make another access point. He also said that the larger stalls were geared more towards transient moorage, as there is not enough space in the existing harbors. He further said that the main access would be designed as a drive down ramp to unload groceries or fishing gear. This would not be an area for permanent moorage

Richard pointed out that the Ward Cove dock has this capability already, although it needs some renovation.

Don Ludwigsen mentioned several other renovation projects that were successful, and felt that this plan has a lot of potential, and it could be done.

Roger said that the majority of the people felt that this area was something to save, to preserve the flavor of the area. Once the effort is started, there will be help from all over Southeast AK.

Victoria Merritt said she would be thrilled to have more parking in this area, since a lot of it may be used for recreation events.

Paul Coffey said when he was younger, there was an area where the boats used to launch. He would like to see this area reconstructed as a walk through area. He further said that as a fire and medical official, it would be better to have more than one access point on the proposed harbor in case of emergency.

Jim Seley talked about yachts and possibly cruise ships coming in the proposed harbor.

Gail said that the plan is to start with the bigger stalls in the center, as the larger boats will use these in the summertime.

Roger pointed out that the may Harbormaster has a list of regular customers that he could contact and ask them what their potential needs are and take them into consideration.

Mark Beardsley said that he believes the historical preservation of the area is a positive thing. He said that the plan looked great. He asked if there was a discussion of about the pros and cons of having a combined health facility, as well as trying to keep a low profile visual appeal to the property.

Brian answered that yes, this has been discussed some during the work session held a couple of weeks ago, and is still open for discussion. Right now, the city has property conveyed for a medical facility. Another thing is that it doesn't really fit in with the flavor of the development. The idea is to have buildings that compliment the historic redevelopment of the area.

Mark asked if this would delay other existing city projects, such as road improvements.

Brian said probably not, but he can't say definitely no. He said that in the discussions, road improvements will probably come out on top.

Roger said that most of all of the steps along the way will be available for public comment.

Gail said she felt that road and utility improvements already scheduled would take precedence.

Jon said that the road and utility projects have funding already and it's a matter of installing them. This acquisition would not preempt other projects. He pointed out that this plan is just a starting point for discussion. It may not look like the map in the end. Future lots may be bigger or smaller, and the city may sell some of the lots. Jon said that he would like to have the commission consider a special zone for downtown regarding the types of buildings that could be put up. The commission could review the plans and make sure the proposed buildings match the existing ones, preserving the flavor.

Jim Seley (?) pointed out that the cost of the project would be immense, not to mention the maintaining of the area. He suggested getting people from outside the area for construction and renovation.

Roger said that the zoning would have to be changed before any outside money came into the project.

Gail commented that she had spoken to Paul Valcarce and she said that he made a comment to her about sidewalks.

There was discussion about whether this would be considered a "historic district." It was pointed out that once the city purchases the property, it has the authority to zone the area how it wishes, subdivide it, and as such, the area can be given any title the city designates.

Greg mentioned that he would like to see a new clinic and long term health care facility. There was discussion about a different area for a new facility, but it is still on the table.

Grace Kirkwood said that she likes the idea of replicating and recycling a lot of the old buildings. She would like to see the preservation of the berry bushes, as it is a nice flavor for this area.

Richard asked about a time frame for purchase of the property.

Brian said that there is nothing concrete at this point, but the city council is having an executive session this month to discuss this project.

A motion was made and seconded to forward the initial draft and public comments to city council.

MOTION TO FORWARD SLENTZ/WALTERS APPROVED

Adjourn

Motion was made and seconded to adjourn. Meeting adjourned.

MOTION TO ADJOURN SLENTZ/WALTERS APPROVED

Roger Sadler, Chair

Attest: Brian Templin, City Planner

PLANNING COMMISSION MEETING MINUTES

February 23, 2006

7:00 p.m., Craig City Council Chambers

Roll Call

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

Approval of Minutes

Motion was made and seconded to approve the Minutes of January 26, 2006. Minutes approved.

MOTION TO APPROVE

MOOTS/ALTLAND

APPROVED

Public Comment

None

Public Hearing

1. **2005/2006 Streetlight Nominations**
2. **Request by William Russell to rezone Lots 1 – 12, Street of Dreams**

New Business

1. **2005/2006 Streetlight Nominations**

Don said that he and Marschel Eggen spent several hours looking at streetlights. Don said that he felt the City and AP&T have done a good job getting the burned out lights replaced. He mentioned that the one on pole 127 in front of the Owensby's is still burned out. He further said that they would like to see a light anywhere down Thomas Court. He also mentioned pole 1151, just past Richard Trojan's house, and pole 1152 C, above Rachel James' house. He also said that he talked to the Westfalls, and they would like to see a light on pole 12 in front of their house, as it is very dark on the corner.

There were also several emails and letters nominating streetlights in other areas including Hamilton Drive, North Hamilton Drive, Harborview Trailer Court, and the Floatplane Building.

Roger pointed out that more than one person nominated the same location.

Motion was made and seconded to nominated pole 131 in front of 1310 Hamilton, and pole 12 on Sunnyside Drive.

MOTION TO APPROVE

MOOTS/ALTLAND

APPROVED

2. Request by William Russell to rezone Lots 1 – 12, Street of Dreams Subdivision to apply the Mobile Building Restricted Overlay

Brian said that he has signatures from owners of all 12 lots in the subdivision in favor of applying the mobile building restricted overlay, and there have not been any negative comments from the surrounding neighbors based on the letter that Brian sent out or on the notices that were posted. Brian said that the next step is for the commission to consider the resolution. The resolution recommends the rezone. He said that the city council would have to do the rezone by ordinance. Brian said that although temporary buildings are prohibited in the Street of Dreams covenants, the City cannot enforce covenants violations.

Motion was made and seconded to approve Resolution 486-06 PC Mobile Home Restriction Overlay on Lots 1 – 12, Street of Dreams Subdivision. Motion approved.

MOTION TO APPROVE

MOOTS/ALTLAND

APPROVED

3. Zoning Violation – Rick Jones, Prohibited Use in a Residential Zone

Brian said that the correspondence from Rick Jones is not to be considered an appeal, as Brian is waiting for more information from Rick. Brian said that this issue was dealt somewhat with last year, the rental of the house at 607 Second Street as a lodge without any primary residential use. This is against City Code.

Brian went on to say that he notified Rick last summer that he needed to stop the activity. After discussion, Brian agreed to let Rick finish out the 2005 summer season for clients that had already booked and paid. He was asked to provide a list of those clients. He never did. He was also supposed to take care of some of the outstanding sales tax issues in regard to the activity, and he never did. It came to Brian's attention that Rick was taking bookings for the 2006 summer season. Brian then checked the website for the rental, and found it was still current and taking bookings.

A letter of violation was sent to Joyce Jones, who is the owner of the property, and a copy was sent to Rick and also to Grace Kirkwood. The letter notified Joyce that it was the second notice of violation and enforcement, the waiting period had already transpired, and that any activity regarding the rental of the house would result in a citation.

Under City Code, Brian is allowed to enforce zoning violations. The penalties that can be used are both civil and criminal penalties. Brian said that the bottom line as far as the use at this point is that the it is not conforming. They would need to approach the commission about changing the zoning code to allow that use, or they need to convert it to a conforming use, the closest conforming use being a bed & breakfast.

PLANNING COMMISSION MEETING MINUTES

April 27, 2006

7:00 p.m., Craig City Council Chambers

Roll Call

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

Approval of Minutes

A motion was made and seconded to approve the minutes of February 23, 2006.
Minutes approved.

MOTION TO APPROVE WALTERS/MOOTS MINUTES APPROVED

Public Comment

Gail said that she had the opportunity to talk to Jon Bolling about the upcoming paving project. She wanted to know about which streets get paved, is there priority of one street over another (such as does seventh street get paved, or does sixth street get paved), and is there going to be public comments on it. Brian said that right now, they are trying to get a price from the engineers so they can get as much paved as possible. Brian pointed out that it is not set in stone which streets are getting paved and which are not getting paved. However, Beach Road and Hamilton Drive may take priority as they are major streets. Before the paving project is started, Brian will bring it before the Planning Commission so they can talk about it, and take in some public comment.

New Business

1. Discussion of Historic Zone and Ward Cove Cannery Site Zoning

Brian told the commissioners that the City has recently closed on the Ward Cove Property. He said the City is starting to decide what to do with the property and how to address it. He said that a couple of issues that the commission needs to address in the future are the historic buildings and nature and historic zoning. He said that the city's plans on what to do with the property exceed all of the zoning boundaries. On the list of uses from the public comment, there are industrial uses, public uses, marine industrial uses, and commercial uses. He said that over the next year, the commission should discuss not only the historic nature, but also the creation of a zone that has a set of permitted uses and conditional uses that potentially address all of these mixed uses together.

Brian put together a package, starting out with our zoning code. Each zone starts with the purpose of the zone, and then lists permitted uses, temporary uses, and conditional uses. He said that he put together a purpose statement for the historic zone, which talks about mixed uses and historic preservation. Brian said that he also made a list of every permitted and conditional use in the zones as a starting point for writing the code for the historic zone.

He went on to say that at this meeting, he wanted the commission to go over the permitted uses and decide which ones they want to keep for the historic zone.

Roger asked what is considered historic, what was done originally or what was done in the last 100 years. He said that he wants to keep an architectural flair down there. He also commented that he doesn't yet know how restrictive he wanted to be concerning land uses.

Gail said that she would like to see it stay public use, as there had been some comments about residential apartments.

Lonnie said that the Craig Clinic, COHO, Community Connections and Public Health have entered into a collaborative agreement to build one building for all four entities. He said that he wouldn't mind seeing that building on the Ward Cove Property.

The commission discussed having apartments atop businesses, selling specific parcels with the specific requirement that a four plex has to be built within a certain time period. Brian talked about adding this into the new zoning code so as to avoid spot zoning. This would be a conditional use so the entire property wouldn't turn into condos.

Gail and John suggested a public use building for wedding receptions and family reunions.

John suggested some road improvements to prevent traffic congestion. He talked about meeting Main Street and Beach Road, so there is a way for traffic to funnel through, because Main Street now doesn't really have any way to turn around.

Lonnie talked about making the breakwater usable for the public, such as paving the top and putting picnic tables on it.

The commission discussed the list of conditional and permitted uses. Brian said that whatever is decided tonight is not permanent, it can be changed. He pointed out that the commission has an entire year to work on this project.

Some of the uses that the commission was for were administrative offices, banks or other financial institutions, barge services, boat charter services, indoor recreation and harbor facilities.

Some of the uses that the commission decided against were ambulance services, boat and RV storage, building materials and supplies, police facilities, float plane facilities and cemeteries.

Brian pointed out that permitted uses can be made conditional uses and conditional uses can be made permitted uses. The commission decided to move hotels, cold storage and laundry facilities to the conditional uses list, and boat repair and light custom manufacturing to the permitted list.

The commission also discussed restoring some of the existing marine facilities on the property.

Adjournment

MOTION TO ADJOURN

WALTERS/SLENTS

MEETING ADJOURNED

Roger Sadler, Chair

Attest: Brian Templin, City Planner

**PLANNING COMMISSION MEETING MINUTES
MAY 25th, 2006
7:00 PM, Craig City Council Chambers**

Roll Call

Roger Sadler (Chair), Gail Slentz (absent excused), John Moots, Lonnie Walters, Bill Altland

Approval of Minutes

Motion was made and seconded to approve the Minutes of April 27th with a spelling correction. Minutes approved.

MOTION TO APPROVE

WALTERS/MOOTS

APPROVED

Public Comment

Brian said that the library board held a planning meeting with a state library planner, and soon they are going to conduct a needs assessment. He said that he offered the services of the Planning Commission to host upcoming library planning meetings when the library board gets to that point.

Public Hearing

1. CUP 0605296 – Rick Jones Bed and Breakfast

Brian said that Mr. Jones filed for a CUP to operate a Bed and Breakfast at a house located at 607 Second Street. The house is currently surrounded on all sides by high density residential zoning. The use previous to this has been lodge for residential use, which was not permitted by any of the current zoning codes. Mr. Jones applied for the permit to be in compliance and get the activity permitted.

Roger talked about the Bed and Breakfast being owner occupied as one of the conditions. Roger asked if Rick was the owner. Rick Jones, who was present at the meeting, said he is the owner of record, and he pays all of the utilities. Rick also said that since he is in the merchant marines, his father would stay at the residence in his place, as he is gone several months at a time. Brian said that as long as the Commission doesn't have a problem, he is ok with this arrangement for the summer, as long as Rick understands that his absence is not a reason for any of the conditions to not be met.

Rick pointed out the arrangement with his father would only be for this year. Next year, he would be occupying the residence, not his father.

Brian said there are a couple of conditions that he put in the resolution that he wanted the Commission to consider. He said that one of the conditions is regarding sales tax. As the Commission is aware, there have been some issues regarding sales tax in the past, which are now caught up. But since it has been an issue, Brian said sales tax must be paid up within 30 days of the end of the quarter that the sales were made. If not, this is a violation of the conditional use permit and it could be pulled. Another condition is ensuring occupancy, providing client booking information and status of their presence for

bookings. He also said that the owner should provide an onsite contact number to the city in order to make checks on their presence during times that there are guests as part of the enforcement action. Those two conditions, along with the rest of the conditions which are fairly routine for this type of permit, would exist whether Rick or his father were in residence. If any of the conditions were violated, Rick's absence would not be an excuse.

There was discussion regarding owner occupancy. Roger expressed some concern in this area. Jon Bolling, who was present at the meeting, commented that he felt the property was primarily being used as a business and secondarily being used as a residence, completely opposite of other Bed and Breakfast operations in Craig, which are used primarily as a residence and secondarily as a business. Jon also said that when people live in a residential area, they have a reasonable expectation that the properties in the area are for residential use, not business use. Jon asked the Commission to keep this in mind during deliberations. Brian pointed out that conditions 1 and 4 pertain to this.

Bill said that the way he understands "owner occupied" as being physically present. Rick said that he can file a quit claim deed stating his father as the owner of the residence to meet this requirement.

Brian said that the Commission could require that Rick's dad be legally listed as an owner.

Rick assured the Commission that his father would take a lot of interest in how the house is run.

Roger said that he doesn't want to be overly restrictive, but he wants to stay within the requirements of a Bed and Breakfast. He said he wants to see it owner occupied to keep things under control.

Roger asked what would happen if one of the conditions were no longer being met. Brian said that he could bring it to the attention of the Commission and they could decide if they would like to void it, or Brian could take administrative action and revoke the permit immediately.

A motion was made and seconded to pass Resolution 487-06-PC, granting Rick Jones a Conditional Use Permit to operate a Bed and Breakfast at 607 Second Street.

Brian suggested that the Commission could amend condition 2 to require that a conformed copy of the deed should be provided to the city prior to the Bed and Breakfast activity commencing. The Commission agreed.

A motion was made and seconded to approve the amended Resolution 487-06-PC, that would include in condition number 2 that the city receive a conformed copy of the deed prior to the start of the Bed and Breakfast.

MOTION TO AMEND

SADLER/ALTLAND

APPROVED

MOTION TO APPROVE WALTERS/MOOTS RESOLUTION PASSED AS AMENDED

Old Business

1. Discussion of Historic Zone and Ward Cove Cannery Site Zoning

Brian said that he researched some similar historic preservation zones, consolidated the list from the last meeting regarding conditional and permitted uses, and added additional language about what the zone could look like.

Brian said that he would add this item on the agenda for the next meeting, to continue the discussion.

Adjourn

Motion was made and seconded to adjourn. Meeting adjourned.

MOTION TO ADJOURN WALTERS/MOOTS MEETING ADJOURNED

Roger Sadler, Chair

Attest: Brian Templin, City Planner

PLANNING COMMISSION MEETING MINUTES

June 22, 2006

7:35 p.m., Craig City Council Chambers

Roll Call

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

Approval of Minutes

Motion was made and seconded to approve the minutes of May 25, 2006. Minutes approved.

MOTION TO APPROVE

MOOTS/SLENTZ

APPROVED

Public Hearing

1. CUP 060622 – Karrie Sadler Bed and Breakfast

Motion was made and seconded to table CUP 060622. Motion passed.

MOTION TO TABLE

MOOTS/SLENTZ

PASSED

New Business

1. Resolution 488-06 PC for CUP 060622 – Karrie Sadler Bed and Breakfast

Old Business

1. Enforcement Action against Mel Krueger for violation of the Craig Zoning Code

Brian said that Mr. Krueger has residents in his trailer against city code. He said that he has written several letters to Mr. Krueger regarding the violation, and has also had several phone calls with Mr. Krueger regarding the zoning violation, in which Mr. Krueger assured Brian that it wouldn't happen again. Neighbors notified the police that there were still residents there. Brian went on to say that he sent Mr. Krueger a citation of \$300 for violation of the zoning code, and he is considering making an offer to suspend a large portion of the fine, which would be probationary. The arraignment will be on Tuesday, June 27. Mel will be present by telephone.

2. Schedule Workshop for Discussion of Ward Cove Cannery Site Development Plan Draft

The commission decided to have the workshop July 18th, at 5:30 pm.

Adjournment

Motion was made and seconded to adjourn. Meeting adjourned.

MOTION TO ADJOURN

SLENTZ/MOOTS

MEETING ADJOURNED

Roger Sadler: Chair

Attest: Brian Templin, City Planner

**Planning Commission Meeting Minutes
July 27, 2006
7:00 P.M. Craig City Council Chambers**

Roll Call

Present: Roger Sadler (Chair), John Moots, Lonnie Walters, Bill Altland
Absent: Gail Slentz

Approval of Minutes

Motion was made and seconded to approve the minutes of July 27, 2006.

Motion to Approve Moots/Walters Approved

Public Comment:

No members of the public commented on non-agenda items.

Public Hearing/New Business:

1. Resolution 488 – 06 - PC for CUP 060622- Karrie Sadler Bed & Breakfast.

Karrie Sadler submitted a CUP request for operation of a Bed and Breakfast at 707 Ocean View Drive. Brian said that there would be plenty of off street parking. He also said that the location met all requirements for Mrs. Sadler to make it a Bed & Breakfast. Mrs. Sadler intends on having a one unit operation. Kerrie Sadler was not present at the meeting so Roger Sadler said that he could take care of any questions. Roger abstained from the vote and appointed John Moots as temporary chairman due to the conflict of interest. Lonnie Walters spoke about wanting to see more B & B's instead of a big hotel going up in town.

John Moots (Temporary Chairman)

Motion to Approve Altland/ Walters Approved

2. Replat of Lot 11A1B1, Tract 11, USS 2611, Doug and Jeanine Russell

Brian said that in 1998 the Russell's applied to vacate a portion of an easement on a corner of their lot. The easement vacation was approved however; a plat was never completed. In the process of completing a sale of their property they discovered that they had never completed a plat and are doing that now. Mr. Moots asked Brian and the group if this easement vacation would land lock the adjoining property. Brian assured that everyone else has full access to their lots.

Resolution 489 – 06 - PC for Replat 060727 – Lot 11 A1- B1, Tract 11, USS 2611

Motion to Approve Moots/Altland Approved

Adjourn:

A motion was made to adjourn the meeting.

Motion to Adjourn

Walters/Moots

Approved

Roger Sadler, Chairman

Attest: Brian Templin, City Planner

**Planning Commission Meeting Minutes
August 31, 2006
7:00 PM Craig City Council Chambers**

Roll Call

Present: Rodger Sadler (Chair), Gail Slentz, Lonnie Walters, Bill Altland
Absent: John Moots

Public Present: Cheryl Fecko, Karen Head, John Larsen, Greg Head, Frank Lazo, Jon Bolling, Tim Koentopp, Michael Kampnich

Approval of Minutes

Motion was made and seconded to approve the minutes of July 27, 2006

Motion to Approve: Walters/ Altland Approved

Public Comments:

There were no comments on non-agenda items.

Public Hearing/New Business:

1. Ward Cove Site Development Plan Review Draft – Introduction to the Public.

Brian started the comments about the public review he had held at noon on August 30th. He wanted to go over the planning process with the power point presentation that he had made. In January Brian started working on the conceptual land use plan before purchase was done. He also let the public know about the workshops that the Planning Commission has held as well as the City council, of the different uses that they would like to see the land used for. He will be holding more public meetings over the next several months for members of the public to give their testimonies of what they would like to see happen with the land. With holding the meetings with the public Brian and the Planning Commission will be able to bring a good plan to the City Council. With all the meetings Brian would like to see the final draft of the development plan by the first of the year.

Lonnie Walters asked Brian how he was arranging the public meetings. Brian said that he has a comment sheet that has eight different sections on it that they may put whatever comments they may have on it. Brian has distributed several copies of the draft plan. Many of the local businesses have been handing them out to the public. Brian would like to have anyone email, write, or call him if they have any questions and to submit written comments they may have about the development plan.

Rodger said once again Brian you have done a wonderful job putting everything together. The most important thing about the plan is that it's a public site and he wants to hear as much information from that public as possible. Rodger asked everyone if they had any comments or like, dislikes about the plan.

Gail asked Brian about his comment to someone at one of the meetings about a grant of one million dollars for development. She wanted to know if the money had a time line that went with it. Brian said that there is no time line on it that he knew about. They have started to use some of the money for improvements on the property including the boardwalk repair and the expansion to the parking lot at Ruth Ann's. Brian asked Jon Bolling who was attending the meeting if he knew anything about the grant having a time line.

Jon told the Planning commission that it was a reimbursable grant and that it may have a time line of like five years. Jon added that he would also like to see about getting other grants to match the one they have already.

Gail also mentioned that she would like to see a set plan at the end of the year of what they are going to do with the property. She wants to see a timeline of what the million dollars will be used for.

Jon spoke again about the grant and said to the planning commission that the money can be spent on just about anything that needs to be done. There is not a specific project that needs to be fulfilled. We can get building work, water and sewer system, roads or any other projects.

Brian said that at the end of the year there is nothing saying that we have to have the first million dollars go to anything specific. We will have a plan of what needs to be done and what doesn't need to be done and the city should be able to allocate the funds to meet the goals of the plan.

Gail would like to see a Corps of Engineer survey by 2009. Brian's said that we should have the new harbor design done by 2009 and city staff will include environmental work toward that goal.

Cheryl Fecko asked how much money doe the city plan setting aside for other projects that they have going on around town. She doesn't want to see the cannery site take away from other city projects. She does want to see something done with the site to improve it. She just knows that we have other priorities in town that need to also be done.

Brian spoke and said that there are ongoing projects within the city, but the funding for those projects would not be impacted. The only money right now for the Ward Cove is what the State has in the grant for us to use exclusively for that development project. He also mentioned that there may be a time in the future that the City of Craig may use some of its resources to continue development.

Gail spoke and said that she would like a list of City projects going on. She also wanted to know about the timber receipts legislation.

Jon said there is a timber program that we have been receiving funds from since 1992 and that it is about to sunset this year. This month we had one person from the City of Craig and one from the School Board go to Washington D.C. Congress is trying to reauthorize the program since many communities depend on it for support. Without the City getting this timber receipt funding the school will not get as much money. That money is a big part of the school's budget. Other parts of the funding goes to road repairs, gravel, grading time and maintenance. Part of the timber receipts program has funding that is for special projects.

Gail asked if the money doesn't come in will the school have to cut back. Gail also asked how property taxes related to the school funding.

Greg Head said that the City has not saved any money in anticipation of the program coming to an end. This in turn creates a big problem to try to come up with the future funds for the school to have.

Greg said that was one of the arguments against using the endowment fund to pay for the Ward Cove site in the first place but all of the public comment was in favor of the purchase.

Karen voiced that she is looking at long term development of property. She is concerned about short term temporary uses becoming permanent.

Mr. Sadler said that's the reason for the development plan to make sure that anything being done the property will be consistent with the long term development. He has heard from more than one person the same concern as Karen has about the temporary development.

Mr. Walters is against any kind of temporary use. He believes that anything temporary in Alaska becomes permanent.

John Larsen asked about the property having any kind of financial debt? What kind of time line is the City looking at to get in done? Do we need to just get funds together?

Brian said that the City purchased that property last April. He feels that the City has a good record on its development projects. Brian feels that the City shouldn't have any problems trying to get funding for different projects at the site.

Greg said the first thing is that an evaluation of the buildings needs to be done. We then need to renovate or tear down and rebuild.

Rodger said Brian and other persons did a walk through of the site and noted the conditions of the buildings.

Bill agrees with Greg that there needs to be more information on the needs and cost of renovating the buildings. What kind of historical futures does each building have? How do we know what we are asking about if we don't have a professional look at the buildings? Then we could have the public decide what should happen. How can we determine cost or comment the right way by knowing needs to be done. Are there any other funds other than municipal?

Brian said that from our perspective we are at the point that we need to determine which buildings need to be inspected. The cost of inspection is going to be high so we need to decide what buildings fit into the development plan and are in a condition that they may be kept. Then we need to have those buildings inspected. Brian said that we will be looking for funding, but we need to get an idea of what we want to do with the property and go from there.

Cheryl said that she enjoyed taking a tour of the site. She thinks that a survey needs to be done so she can see an estimate of the renovation costs. Cheryl saw lots of different artifacts that she doesn't want to see go away.

Roger said that we need to get an engineer to come in and inspect buildings and get written report on repairs. Then we need to get bids. But, before we do that we need to know what kind of roads and other plans we want to include in the development so we know which buildings are candidates for renovation and which should be excluded from consideration.

Gail said that she spent about five thousand dollars on an appraisal on her building so it is going to be very expensive to get those inspections done.

Brian said that we need to decide what buildings we would like to consider keeping, then start finding the funding for the inspections and surveying and then decide what we would like to keep, instead of spending the money and finding out that it's something we didn't want.

Greg said that we need to choose five or six buildings and then get assessors in to give us there suggestions about what shape the buildings are in. Then go on with the plans for what we want to keep.

John Larsen said that he would likes to see some money spent on a gate or fence. He's afraid that someone may get hurt wanting to go and walk around while construction is under way. He also said that he thought that some clean up needs to be performed.

Brian spoke again said that we haven't spent any money on inspections yet because we don't know about the buildings. The City did put some money toward the board walk to make that a bit safer.

Someone asked about the sales that have happened at the Ward Cove Site. Are there going to be more? Brian said that the city would continue to sell surplus items from the site. Jon added that there would be other sale dates.

Karen asked if the city was looking at the preservation of the historical culture. She had a picture to show to everyone of what the Ward Cove Cannery looked like in the 1930s. She is concerned about keeping the Administrative building preserved because it's the only building in the picture that you can tell is still here today. (Brian later researched the photo and found that it was circa 1912)

Rodger talked about the safety cost that is going to be involved in the renovation of the buildings that will have to be done to come up to standards. Two of the big projects that will have to be done are the electrical and fire prevention as far as sheet rock.

Bill mentioned that he had met a gentleman from Ketchikan that has done work on restoring historic buildings over in Ketchikan. He would like to have him come over and see what he would have to say about the renovation of the cannery.

Lonnie asked what we are going to do with all the stuff we have at the site. He feels that we need to store the good left on the property somewhere safe from elements and possible vandals.

Frank Lazo mentioned when he had started fishing he remembered the board walk. We have need of future harbor expansion. There are buildings that are very unsafe on the site. He knows when they built most of the buildings that they just made them for summer fishing and that they were designed to be closed in winter. Most of them are built on pilings. He knows that we need to preserve what we can. He hopes that in the future the City won't have to sell the land and have someone from California buy it and turn it in to something else.

Roger said that he has heard a lot of great comments. He feels that people are glad that we purchased the property, so it didn't get in to the hands of a private outside developer. He has heard different people discuss about parts of the property being sold for private development. The only thing that he could see happening with that would be having the City have control over what kind of business was being conducted or what is being built. He also mentioned that we had a lot of different kinds of businesses that could be compatible with each other in the development plan.

Bill gave his thanks to everyone that came in to talk. He appreciates all the information that they have to talk about. The planning commission needs to know about the public thoughts on the project.

Michael Kampnich asked about the waterfront and the development. How long term will it be? What about change in demand? He would like to see a harbor expansion soon.

Lonnie asked Michael about how much of an increase he has had in the demand for slips at the harbor?

Michael said that pleasure boat traffic has depreciated over the last few years; due to increase in fuel cost people are not wanting to travel as much. He did say that the City needs room for bigger boats to come in. He also said that we have more local fisherman that would like to have slots. He also knows that the people out of town with bigger boats that come have to anchor away sometimes due to a shortage of appropriate slips. He has been told by them that they aren't worried about the cost of fuel; it really doesn't matter to them at all to much. But Michael would like to have them come and stay here for a little while.

Roger asked if anyone else had any comments. He also let everyone know that there will sure be many more meeting in the next few months.

Tim Koentopp said that he would like to see a different solution to getting a parking thing set up. He doesn't want to see everyone start to park on Main Street. He asked if some better parking would be enforced so that people who live on the road across from the cannery will not have to worry about being blocked or not having someplace to park. Tim said that he would like to see if maybe the city could make it a no parking zone along Main Street where the cannery site is.

Roger thanked everyone from the community for coming and volunteering their comments about Ward Cove site and moved on to other new business.

2. Resolution 491-06-PC, City of Craig Variance to place structure within 10' setback.

Brian started off by letting the Planning Commission know that the City of Craig had received funding for a new pump station on Hamilton Dr. Now we are looking for approval of putting the pump station within 10 feet of property line. The city has already gotten an easement agreement with Tlingit & Haida Regional Housing to go forth with it.

Brian said that the right-of-way along this area was narrow and there was no city owned land outside of the right-of-way to put the pump station on like on East

Hamilton. In order to put it in this location the above ground control structure would have to encroach a couple of feet into the setback.

Roger asked if it was going to be the same kind of pump station as the one that was up in over on East Hamilton? He also asked Brian if the neighbor had any comments about the pump station.

Brian said yes it will be almost exactly what is over on East Hamilton. He had sent out the letters asking neighbors about the new station and has heard nothing from them about it.

Motion to Approve: Slentz/Walters Approved

Old Business:

1. Replat of Lot 11A1-B1, Doug and Jeanine Russell, Final Plat Approval

Brian let the commission know that the Russell's had gone through the process of getting an easement on their lot vacated in 1998. They just never had the final plat done. With them now selling the property they need to get the plat done.

Brian said that the commission had approved the preliminary plat at the July 27, 2006 meeting and that all conditions of the preliminary plat had been completed.

Motion to Approve: Slentz/Altland Approved

Adjourn:

Motion to Adjourn: Slentz/Altland Approved

Roger Sadler, Chairman

Attest: Brian Templin, City Planner

Planning Commission Meeting Minutes
September, 28 2006
7:05 P.M. Craig City Council Chambers

Roll Call:

Present: Rodger Sadler (chair), Gail Slentz, Lonnie Walters, John Moots

Absent: Bill Altland

Public Present: Harriet Wadley

Approval of Minutes:

Motion was made and seconded to approve the minutes of August 31, 2006

Motion to Approve: Moots/Slentz Approved

Public Comments:

There were no comments on non-agenda items.

Public Hearing/New Business:

1. Mr. Templin asked the Planning Commission if they would change the order of New Business items. John Moots had another meeting to attend after this meeting and wanted to get the items that required a vote out of the way first. The commission agreed to move Resolution 492-06-PC up on the agenda.
2. Resolution 492-06-PC (Variance 06-09-28), Dennis Watson and Harriet Wadley requested a variance to place a structure within the 10' set back on their lot on Water Street. Gail took a look at what was going to be done with the deck they have drawn up. She didn't see any real changes to it. The only thing that they want to do different is move the deck over about 4 or 5 feet. Harriet would like to be able to wash the window a little easier. There were no other comments received on the variance. A motion was made to approve Resolution 492-06-PC.

Motion to Approve: Slentz/Walters Approved

3. Public hearing on Ward Cove Development Plan.
Brian spoke a little about the meetings he has had over the past couple of months. There were no other comments on the plan. No other action was taken on this item.
4. Request from Tammy Demmert to modify her Conditional use permit allowing the operation of a bed and breakfast on Beach Road. Mr. Walters said he would like to see an agenda of what they plan on doing. Gail also mentioned that one of the concerns about the pervious conditional use permit was parking. Brian said parking was a concern that was discussed when the current conditional use permit was approved. Brian said that the current permit only allowed operation of the B&B if they operated another B&B in Craig. Tammy said in her letter that they are trying to sell the Inn of the Little Blue Heron and that they wanted to change the current conditional use permit to allow them to continue the B&B on

Beach Road on its own. Brian asked the planning commission if they wanted to simply modify the existing permit, or if they wanted to repeat the permit process from scratch. The commission said that they wanted to see a new permit so the whole public process would take place. Brian said that he would prepare the permit for the next meeting. No other action was taken on this item.

Motion to Adjourn: Slentz/Walters Approved

Meeting Adjourn:
7:20 PM

**CITY OF CRAIG
PLANNING COMMISSION MINUTES
Meeting of October 26, 2006**

Roll Call

The meeting convened at 7:00 pm and Brian called the roll.

Roger Sadler (chair), Gail Slentz, Lonnie Walters, and Bill Altland were present; John Moots was absent. Also present at the meeting were staff members Brian Templin and Cody Sather; and members of the public Sheila Beardsley and Cheryl Fecko

Approval of Minutes

A motion was made and seconded to approve the minutes of September 28, 2006 without changes.

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| Motion to Approve | Walters/Slentz | Approved |
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Public Comment

There was no public comment on non-agenda items.

Public Hearing and New Business

1. Public Hearing on Ward Cove Development Plan. Brian gave a brief explanation of the public comment process to date and provided a copy of written and verbal comments submitted to date. Brian said that he was hoping to begin getting guidance from the commission toward rewriting the development plan into final draft format. Roger opened the floor for comments and questions. There were no general comments or questions. Brian went on to explain that there were no substantive changes to chapters 1 and 2 of the plan. He said that he was changing some of the language to include the public review draft process in the document background and scope and to include relevant findings on the areas commented on in the conceptual use plan. There were no questions or objections to changing the language in the first two chapters.

Brian went on talk about changes to the Development Goals and Objectives chapter (Chapter 3). Brian talked about adding language to remove the existing industrial dock as part of the harbor development and to remove a portion of the fuel dock pier and to rebuild a portion of it to use as alternate access to the float system. Brian also said that he proposed to include four or five upland/tideland development lots along the beach between the existing fuel dock pier and the proposed primary access pier for the new float system.

Gail commented that she felt that the site was bought with public money and that the entire site should be accessible by the public. She also commented that she felt that the marine ways should be rebuilt and maintained as part of the historical aspect of the development. She commented that if the development plan is being driven by the public input, who was it that wanted those development lots. Brian said that there were lots of comments from various people and within city staff discussions that were contradictory and that part of this process was to balance all of the proposed uses and comments.

Cheryl also said that she didn't see any comment that proposed the new lots. Cheryl asked what the overall mission statement for the property development was. Brian said that the mission statement for the development was the sum of the six goals which were to expand available harbors in Craig; increase parking, install utilities and construct access to the site; develop, use and dispose of parcels for identified activities; maintain and preserve historic and cultural resources; integrate the development into downtown Craig; and identify areas to be set aside for public uses. Brian commented that one of the things that he had to try and do, with guidance from the planning commission, was to balance the comments, needs of the city and the potential resources into all of these goals. Brian went on to say that development of some tideland lots for private development was a way to increase the amount of developable area to help balance all of the competing uses. Cheryl asked if the development could be moved off of the tideland and onto the uplands. Brian said that some areas of the uplands would be used for economic development, but that in order to move the proposed development from the tidelands to the upland would require the plan to eliminate some of the other uses, including parking, public uses, park spaces or revenue (which would in turn require more funds devoted from other city sources to pay for operations of the site). Brian said that if the commission was set against development of the tideland lots that it needed to make some decisions as to what other uses would be replaced by economic development on the uplands.

Gail asked if there were any specific numbers that the city needed to get as revenue from the property. Brian said that it was hard to give the specific numbers on the overall project because there were a lot of factors that still had not been decided. Those factors, such as cost of installation of utilities, how much the city will have to invest in the new harbor, and how much park space and new buildings will have to be maintained. Brian said that if a lot of the site is maintained by the city (i.e. parks, buildings, parking areas, etc.) that it will require additional parks and public facilities workers; the size and focus of the new harbor may require additional harbor staff; the new roads and utilities may require additional public works employees; or some combination of part time employees between

all of those functions may require additional part time hours. Brian said that a full time employee adds about \$60,000 per year to the cost. Brian also said that the city may or may not get grants for all or part of utilities, building renovations, harbor construction and other improvements. The city may put a lot of investments in improvements to the property over the course of the next 15 to 20 years. All of those uncertainties make it difficult to say exactly how much the city will invest, and how much of that will need to generate revenue. Brian said that at a minimum we could look at direct costs that we know are already set as a baseline; those costs include property tax and debt repayment. Brian said that the city lost \$9,600 per year in property tax when the property went from private to public ownership. In order to get that property tax back there needs to be at least \$1.6 million in land/improvements that are in private hands (through sales and leases). In addition to the property tax the city is using special project funds generated as interest from the endowment fund to pay the debt on the property. This represents about \$110,000 per year in money that is now not available to other city projects. The city may want to try to increase the economic activity, land sales, leases and property tax on the site to reduce the debt and make these funds available for other special projects in the city. The city may also want to see this increase in activity help to offset utility, street maintenance, park maintenance, harbor maintenance and other activities that could cost up to \$60,000 or \$70,000 per year or more. Adding lost property tax, special project funding and potential maintenance costs equals about \$175,000 per year in revenue that the city may want to realize on the property. The most direct way to realize that revenue is property tax, sales tax from increased activities, sales of property, and lease fees. Brian said that it is important that at least some of these costs are covered by activity on the property to prevent reduction in services, increases in taxes and other impacts on services throughout the city. Gail commented that it helped her to look at the potential private economic development as a big part of the overall development. Gail also commented that if parcels of the property were sold that those proceeds should go back into debt repayment or development of the property.

Brian continued to discuss his work on the goals and objectives in chapter three of the development plan. His comments included specifying that waste oil and dumpster facilities should be constructed and placed to be unobtrusive; that there should be a minimum of 75 – 100 new parking spaces on the property to alleviate parking problems in downtown and to support the proposed development on the site; that the city should make it a high priority to remove unsafe buildings as soon as possible; that permitted and conditional uses allowed in the zoning are compatible with surrounding residential and commercial zones; that the city should ask for preliminary proposals for private development of identified parcels; and that the city should look at possibly locating the new library in the old

administration building or on the development area on the southwest section of the site. There were no additional comments.

2. Request from Tammy Demmert for CUP 06-10-26 (Resolution is deferred until November 30, 2006). Brian said that due to a typographical error on the notice letter that he had arranged with the Demmerts to move their conditional use permit hearing to November. There was no comment by the commission.
3. Next Meeting November 30, 2006. Brian said that with the next meeting scheduled for Thanksgiving that he had changed the date to November 30, 2006. There was no objection by the commission about changing the date of the November meeting.

Old Business

None

Adjourn

A motion was made to adjourn the meeting at 8:50 pm.

Motion to Adjourn

Slentz/Sadler

Approved

Roger Sadler, Chairman

Attest: Brian Templin, City Planner

CITY OF CRAIG
PLANNING COMMISSION MINUTES
Meeting of November 30, 2006
7:00 p.m., Craig City Council Chambers

Roll Call

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

Approval of Minutes

Minutes of October 26, 2006 were read and approved.

Motion to Approve MOOTS/SLENTZ Approved

Public Comment

There was no public comment on non-agenda items.

Public Hearing and New Business

1. Request from Tammy Demmert for CUP 06-10-26.
Brian gave a report to the commission regarding the Demmert B&B. He said that the Demmerts have put the Blue Heron up for sale but want to continue the B&B that they are operating as an overflow in their home on Beach Road. The CUP that was approved for the B&B on Beach Road contained a clause that it could only be operated as an overflow to the Blue Heron on Ninth Street. Tammy and Karl were present to answer questions. Lonnie asked why we had put the requirement that it could only be operated as an overflow. Brian answered that the only reason that we did it was because Tammy and Karl had included that in their request. There were several B&Bs on Beach Road and there was no other reason that it could not be operated independently.

Motion to Approve WALTERS/ALTLAND Approved

2. Presentation on Astoria Seafoods Proposal
Brian gave a short presentation on the proposal by Astoria Seafoods to bring the processing barge Atlantis into Craig and moor it at the Ward Cove Cannery industrial Dock. Brian talked about how the three year lease fit into the development plan draft and the timeframe for the new harbor development.
3. Public Hearing on Ward Cove Development Plan.
No one was present to comment on the development plan draft.

Adjourn

The meeting was adjourned at 8 pm.

Motion to Adjourn SLENTZ/MOOTS Approved

Roger Sadler, Chairman

Attest: Brian Templin, City Planner