

CITY OF CRAIG  
PLANNING COMMISSION MINUTES  
Meeting of April 28, 2022

**Roll Call**

Sharilyn Zellhuber (chair), John Moots, Kevin McDonald, and Barbara Stanley were present. Jeremy Crews was absent excused.

From the public: Patrick Quigley and Allison Quigley were present.

**Swearing in of Commissioner – Temporarily Cancelled**

**Approval of Minutes**

1. March 24, Minutes. A couple of typos were noted. A motion was made and seconded to approve the minutes from the edited March 24, 2022 meeting.

MOTION TO APPROVE

MOOTS/STANLEY

APPROVED

**Public Comment**

1. Non-Agenda Items. No additional public comment.

**Public Hearing and New Business**

PC Resolution 599-22 – Conditional Use Permit for Patrick and Corbin Quigley to operate a B&B from a residential high-density zone property. After a brief introduction on the property with acknowledgement of possible parking issues, Patrick Quigley clarified his intentions for operating a B&B and managing parking. Only one small group will be hosted at a time, if parking becomes an issue, his parents have a nearby lot available for overflow. The Quigleys intend to run the B&B this summer and either Patrick or Corbin will be on hand to occupy the home more than 75 percent of the time it is being rented to guests. Ownership of the property was clarified (1/2 Patrick, 1/4 Corbin, 1/4 Ken and Allison Quigley).

No public comment was made regarding this Conditional Use Permit. Quigley noted that although he had nothing to present and that no public comment was made, he had contacted most of his neighbors and had received offers to write letters of recommendation for his proposed B&B.

Commissioner Stanley asked if the boat garage will be the residence for homeowners during B&B operations, which was confirmed by Patrick Quigley. Patrick also noted four existing windows and two doors/exits in the boat garage. Chair Zellhuber asked if the boat garage was outfitted into a residential unit with a working bathroom. Patrick Quigley acknowledged that there is not yet a working bathroom in the boat garage, but that there is running water and a loft in the boat garage. Patrick expressed his intentions of installing a bathroom in the future.

Commissioner Moots acknowledged other properties, notably the Patotzka property, precluded a sidewalk being installed on the Quigley side of the road. Commissioner Stanley wondered why the house was approved so close to lot lines and requested the City Planner to look into it. Moots asked what the alley adjacent to the property was used for and when it was established relative to the construction of the home. The Quigley family stated that currently the alley had nothing in it but weeds and acknowledged a fifth potential parking spot near the end of the alley in a 10-foot offshoot. The Quigleys acknowledged that this was not their ideal parking spot and that they did not intend to use it.

Commissioner Moots again expressed concern about parking, noting past issues with another B&B nearby and the congested nature of the area. Moots also acknowledged that the property in question had one of the better parking set-ups in the neighborhood and expressed his support for the B&B.

A vote was held and all four commissioners present approved the CUP.

MOTION TO APPROVE

MOOTS/MCDONALD

APPROVED

Commissioner Stanley expressed a desire to review CUPs from past years; this sentiment was agreed upon by the other Planning Commissioners. Commissioner Moots noted this was particularly important to maintain consistency in Planning Commission decisions and treat all applicants fairly. Wilson acknowledged a backlog of planning paperwork with the need to review old resolutions passed, adjust and present old Resolutions for signing based on Planning Commission comments, and upload signed resolutions onto the City website. Planning Commissioners suggested the city hire an assistant to manage the backlog of paperwork. Wilson acknowledged that the budget had already been passed and that hiring an assistant would not be possible for the remainder of the year. Wilson stated that old Planning Commission work would be done in chunks to get caught up, but acknowledged other items like the leases and access permits were higher priorities. Wilson also noted that she was working on a master Excel file to keep track of Planning Commission Resolutions and other planning applications. Wilson agreed to share this Excel sheet as a work in progress with the Planning Commission.

### **Old Business**

1. Federal Appropriations: (1) Harbor Environmental Study, (2) Harbor Breakwater Construction, (3) Firehall/EMS Building Construction, (6) Aquatic Center Repairs/Upgrades/Expansion (10) Boat Launch Expansion.

Wilson presented the Federal Appropriations recently submitted, particularly those most pertinent to the Planning Commission. Comments were also made on other Resolution 22-01 projects listed in the Capital Projects report for 2022.

- For development of the new harbor, two appropriations were submitted; one for the Army Corps portion of the environmental assessment funding

and one for construction of the breakwater. Although no appropriations were guaranteed, these two projects show strong promise of receiving funding.

- The Firehall/EMS Building was noted to be shovel ready with a central location picked out behind the grocery store. Commissioner McDonald expressed dismay that he, and others previously involved in discussions on potential locations, were not informed and/or involved further in this decision making. Wilson agreed to verify whether the location was set in stone or if there was still some discussion and/or leeway on the location of the firehall.

Commissioner McDonald expressed a desire to consolidate emergency services at the existing City Gym, Day Care Center, and Police Station locations by tearing down existing buildings and moving all recreation to the Craig Aquatic Center.

- Aquatic Center repairs, upgrades and expansion were one of the other appropriations submitted. Although some basic design work has been done based on suggestions, this project is not yet shovel ready and will need professional design and engineering. The Commissioners questioned there being more repairs included, to which Wilson noted that this appropriation was directed mainly at expansion on the north end of the building which would include an enlarged, 24-hour access fitness room as well as basketball/racquetball courts, etc.
- The expanded boat launch at False Island was the last planning-relevant appropriations item submitted. Wilson explained that changes would include resurfacing, reducing grade, and expansion of the existing ramp. An additional ramp on the Klawock/north side of the existing dock would also be planned for construction. No additional dock work is being considered at this time.
- Other appropriations submitted included: water system upgrades, wastewater treatment plant upgrades, design and installation of a micro hydrogenator at the water treatment plant, lift station replacement, and biomass boiler replacement. Additional comments were made on these and other items on the Capital Projects list.
  - Library Expansion: commissioners asked whether the library would be moved or expanded and what the status of the project was. Wilson stated that while this was not an appropriations item, Patricia Gardner had submitted a grant application to the Rasmussen Foundation to do design work and scoping. It is currently unknown what the decision will be regarding expansion or rebuilding of the Craig library.

- POWER Building Renovation/Construction: planning commission wondered what the decision would be on the POWER building given its deteriorated condition and that it had previously been condemned. Wilson stated that long-term plans will be an ongoing discussion between the Board of POWER and the City Council.
- Skateboard Park: commissioners questioned whether further meetings had occurred with the skateboard group. Wilson stated that, to her knowledge, no additional meetings had occurred.
- Bridge Structures Inspection and Upgrade: commissioners asked which bridges were being considered for replacement. Wilson expressed uncertainty but thought that the bridge at False Island and the one leading to the water treatment plant up Port St. Nick road were two of the three bridges being considered. The third may also be a Port St. Nick bridge but this will be double-checked. Stanley noted conversation on funds possibly being available through a fisheries organization for the bridge leading to the water treatment plant.
- Commissioner McDonald questioned the long-term plans on the biomass boiler considering that Viking lumber may not make the transition to second growth and materials for the biomass boiler may no-longer be available. Is the City Council considering other fuel sources? Wilson expressed no further knowledge but agreed to look into it.

2. Craig Harbor Master Planning: Conceptual Drawings Discussion

Wilson asked the Planning Commissioners what particular discussions based on the harbor and uplands were desirable in future meetings. Stanley and other commissioners requested to be updated, but expressed no further interest until updates are made.

A couple of comments were made, one being how boats are to make it into the inner dock presented in the concept design. Concern was also expressed over protecting any buildings that may be salvaged from continued deterioration.

**Adjourn**

A motion was made and seconded to adjourn the meeting.

MOTION TO ADJOURN

MCDONALD/STANLEY

APPROVED

  
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 Chairman Sharilyn Zellhuber

  
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 ATTEST: Samantha Wilson