

CITY OF CRAIG
PLANNING COMMISSION MINUTES
Meeting of June 23, 2022

Roll Call

Sharilyn Zellhuber (chair), John Moots (arrived late at 7:20pm), Jeremy Crews, and Barbara Stanley were present. Kevin McDonald was absent excused.

From the public: Dr. Elena Suleimani and James Benzschawel called in to discuss the tsunami inundation line.

Meeting called to order at 7:05pm.

Swearing in of Commissioner – Jeremy Crews was sworn in.

Approval of Minutes

1. April 28, 2022 Minutes. A motion was made and seconded to approve the minutes from the April 28, 2022 meeting.

MOTION TO APPROVE STANLEY/MOOTS APPROVED

Public Comment

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

Public Hearing and New Business

1. PC Resolution 600-22-PC – Conditional Use Permit for Barbara Stanley to construct accessory buildings on a lot without an established principal use in a High-Density Residential zone at 403 Cedar Street (Lot 6, Tract 3, USS 1430).

Barbara Stanley recused herself from the Planning Commission for this action item due to a conflict of interest.

No public comments were received regarding this Conditional Use Permit. Barbara noted that she had talked with neighbors and had received either positive or neutral reactions.

A vote was held and all commissioners approved the CUP.

MOTION TO APPROVE CREWS/MOOTS APPROVED

2. Tsunami Brochure Inundation Line Review and Discussion: Dr. Elena and James explained the idea behind an adjusted inundation line is to reduce confusion as to which areas should be evacuated during potential tsunami event. This is done by adapting the inundation line to follow parcel boundaries and roads (generally).

Although it is against standard practice to keep the original inundation line on the brochure, James suggested that resources could be provided for public education in case we have questions from the public about which areas are safe to shelter-in-place and which are not.

Dr. Elena and James both recommended including personal stories from elders who had experienced the 1964 earthquake to give tourists and newer residents an idea of what it is like to be in an earthquake. They also offered that they had quotes on hand that they could include in the brochure. The City Planner voiced doubt about getting local quotes in time and vouched for using existing quotes.

The Planning Commission reviewed the maps and made marks in areas that should be included in the evacuation zone and areas that should be included as shelter-in-place locations. There was some disagreement in areas like the southern edge of Parcel 1, old Craig. The City Planner agreed to share edited maps to receive more comment before the final draft of the adjusted inundation line is submitted. There was broad agreement that the proposed firehall location should be included in the shelter-in-place zone in east Craig.

3. Tiny House and Mobile Home Definition Discussion: The Planning Commission discussed the tiny house memo and discussed points they wanted to prioritize in future discussion and decision making regarding tiny homes and container homes.

Commissioner Zellhuber asked why we have a minimum size of mobile home to begin with? Particularly mobile homes in Shaan Seet. Wilson explained the current defined distinctions between a mobile home (10ft x 38ft or greater) and an RV (less than 10ft x 38 ft) were based on size. Zellhuber also brought up the inconsistency in size rules as a tiny house on a permanent foundation on a single-family residential lot is allowed and unregulated for size. Commissioner Crews noted that for a container home all one really had to do to put it on a permanent foundation would be to pour a pad of concrete and set the container down on it. A few commissioners wondered if this could be done in Shaan Seet in designated container home locations. Wilson noted this raises the question of what is considered a permanent structure versus a non-permanent structure and addressing that question as we move forward; “permanent” structures should not be in a trailer court.

Commissioner Stanley requested more information regarding how other communities manage tiny homes and expressed concern about container homes being built in place and being unmovable after construction materials like sheetrock were installed. Crews noted that tiny homes were allowed in Ketchikan and were prefabricated and moved to their designated site after construction. Moots concurred that tiny homes would need to be built off-site to demonstrate their mobility/non-permanent status.

Stanley also expressed concern that some people would want to stack container homes and other commissioners agreed that this may become a height issue and a wind hazard.

Crews expressed concern for ensuring tiny homes are up to code as they are in Ketchikan. Wilson noted that verifying buildings are up to code is not something the City of Craig does. We do require getting Fire Marshal approval for commercial construction.

Moots expressed concern with tiny homes outside of trailer parks affecting neighboring values and suggested only allowing tiny homes in trailer park areas. Moots also expressed concern that increased building of tiny homes may result in more wanigan construction, which is a fire-hazard and alters the roof lay-out. The commission generally agreed that there will need to be different rules for tiny homes in a trailer park versus on a standard lot.

Wilson stated that this memo regarding tiny homes was the first in an ongoing conversation brought about by previous questions from residents and due to an anticipated variance request in July regarding a container home to be placed in Shaan Seet. Wilson stated that no application had yet been turned in and it was currently unclear whether the variance request would be from Shaan Seet, the owner of the container home, or Shaan Seet on behalf of the owner of the container home. Moots expressed favor of the land owner asking for the variance. Zellhuber and Stanley expressed concern about a variance being passed for the container home owner due to an anticipated inability to meet certain variance requirements including demonstrating that the variance request was not due to actions of the individual requesting the variance.

4. Master Planning Excel Sheet – Brief Review and Discussion: Wilson briefly explained the development of the Master Planning Excel Sheet.

Upon discussion of the number of Bed and Breakfast CUPs (about 20) in answer to Commissioner Stanley's previous question, Stanley suggested that some CUPs had been transferred to new home owners against CUP rules and that the City may not be getting paid sales tax. Moots also suggested we put in a sunset clause for B&Bs moving forward. Wilson stated that while follow-up is important moving forward on CUPs, there are many other high priority activities that need to be managed currently. The Planning Commission generally agreed for the time being.

Old Business

1. 2019-2021 Resolution and Minutes signing: Planner Wilson presented a booklet to Commissioner Zellhuber with the edited/adjusted resolutions and minutes for signing. Wilson acknowledged that these unsigned resolutions and minutes appear to go back to 2011, were not adjusted based on commissioner request (primarily resolution amendments and typos), and had not been spell-checked. Wilson

suggested Zellhuber could choose to sign now or take the time to review the documents first. Zellhuber decided to take the folder home for review before signing. The rest of the Planning Commission generally agreed that reviewing resolution minutes in this way should take a lower priority and be done in smaller sections moving forward. Wilson agreed.

2. Resolution 22-01 Question Answers and Discussion: firehall location, bridges, POWER Building, and biomass boiler.

Regarding the chosen location for the new proposed firehall, Moots noted that the issue of the proposed firehall location for a new building had been decided to meet specific requirements of the ISO. The chosen location was the only one that met distance requirements.

One of the commissioners expressed dismay that the Dog Salmon Creek bridge, which is new, is being considered for repair or remodel already among capital improvement projects. Wilson specified that all three bridges listed would be inspected and only one was currently being strongly considered for replacement. Barb noted that there may be funding from the Forest Service to improve fish passage at the Port St. Nick Bridge.

Wilson discussed the \$150,000 funding that is expected to be approved for repair of the POWER building as part of Bill HB 281 which was awaiting the governor's signature. A couple of Planning Commissioners expressed surprise and dismay that the building would continue to be used due to its poor condition and general accessibility issues. Wilsons offered that while it was not an ideal space, there were currently no other buildings available for POWER and that a fair quantity had already been spent on the roof. Wilson suggested that in time the conversation of finding POWER a more suitable location may continue as better alternatives became available and that perhaps the current building could come to serve some other purpose. Funds were appropriated from unspent money from other state projects.

Regarding the biomass boiler question from Commissioner McDonald regarding future availability of woodchips in the event that Viking Lumber (the current source of biomass fuel) closes, Planner Wilson relayed information provided to her from Brian Templin, the City Administrator. Templin has stated that existing woodchips in the Viking Lumber yard could be dried and stored to meet biomass boiler needs for much of a new biomass boiler's life-span. Additionally, Templin suggested that there may be other sources of biomass from other mills and other tree-management projects. Wilson also noted that it was her understanding that the biomass drying unit used currently by Viking is the property of the City of Craig after review of some old lease agreements.

Adjourn

A motion was made and seconded to adjourn the meeting at 8:33pm.

MOTION TO ADJOURN

MOOTS/STANLEY

APPROVED



Chairman Sharilyn Zellhuber



ATTEST: Samantha Wilson