

CITY OF CRAIG  
PLANNING COMMISSION MINUTES  
Meeting of March 23, 2023

**Roll Call**

Sharilyn Zellhuber (chair), John Moots, Kevin McDonald (Exc. Abs), Barbara Stanley, Jeremy Crews (Abs)

From the public: Melyssa Nagamine, Steven Peavy, Mary Dinon, Clinton Cook, Lorraine DeAsis, Aaron Bean, Brian Templin.

Meeting Started at 7:03pm.

**Approval of Minutes**

1. January 26, 2023 Minutes. A motion was made and seconded to approve the minutes from the January 26, 2023 meeting.

MOTION TO APPROVE

MOOTS/ZELLHUBER

APPROVED

**Public Comment**

1. Non-Agenda Items.
  1. None

**Public Hearing and New Business**

1. PC Resolution 611-23-PC – Conditional Use Permit for Richard and Helen McCoy to operate a Bed and Breakfast in a Low-Density Residential zone at 1605 Hamilton Drive (Lot 3, HS 790, USS 2611).

Commissioner Stanley wanted to know the time period plans for construction of the proposed addition. Wilson responded that she is unsure, but that the McCoy family had intended to rent out one room in their existing home before building the addition and transferring the B&B to the addition.

Barb asked if a free-standing sign is not a conditional use permit item. Wilson said she didn't think so. The planning commission pointed out the free-standing Dreamcatcher sign which serves another B&B nearby. Commissioners expressed that there might be a conditional use permit process for free-standing signs. Wilson and Brian Templin stated they would look into it (*Editor's note: the property that Dreamcatcher is on is zoned high-density residential and allows "off premise signs" as a conditional use permit while the McCoy property, which is low-density residential, does not*).

Melyssa Nagamine, Steven Peavey, and Mary Dinon, who share a sewer line downhill of the McCoy property, expressed concern about additional stress that might be put on the system from an additional B&B structure. The utility and cost of maintenance is shared equally between the three properties. Melyssa stated she

is not as concerned about the increased usage but rather the issue of the sewage line being equally owned with all three properties being financially responsible for its up-keep. Mary noted that flooding on her end had happened previously from the McCoy property prior to their property purchase. Commissioner Moots expressed concern as well regarding the potential of doubling sewer output.

The neighbors expressed further concern about the impact of the existing utility running through the middle of their properties. Melyssa and Steven would like to build a home on their lot one day but that the current utility cannot be built over. city staff suggested working with the Craig public works to look at options look at options to build laterals from each property connecting to a sewer main on the road. An agreement would have to be reached between neighbors as the existing utility is a private line. Mary Dinon is already connected to the mainline directly so that would leave the McCoy's and Melyssa/Steven to have their own individual connections set up.

Mary expressed further concern about the lack of regulations and follow-up on B&Bs in general. She felt follow-up had not been well-done in the past and that the rules had been broken by other existing B&B operators. Mary stated that she is not against people making money and utilizing their property to do so, but that she had concerns with the lack of follow-up in Craig. She was concerned about the corridor being a cover-up for the addition being its own separate structure and the addition pushing density standards on the property. Wilson acknowledged that there were efforts being done to try and get a better handle on B&B's in Craig. Wilson also noted that the addition with a corridor is unusual and not what she would recommend to attach the two buildings but that it was a permitted means to create an attached "addition" and had been done elsewhere in Craig. Wilson finished by stating density standards had been carefully analyzed and that she would be happy to provide those numbers to Mary upon request. Issues for which there is a complaint are easiest to address and follow-up on.

The planning commission expressed no concern with approving a one-bedroom B&B in the existing structure but would require further construction efforts and resolution of the sewer utility problem prior to approving a B&B as described in the application. Stanley recommended amendments to resolution conditions including removing items 5 and 6 (Building permit issues) and adjusting item 4 to read "that the bed and breakfast will be limited to one room in existing structure." The condition list would be shifted to read 1-8.

The planning commission emphasized that they are not against the B&B CUP as applied for and a future Conditional Use Permit could be submitted once construction was complete so long as the concerns are met. The neighbors echoed this sentiment.

MOTION TO APPROVE AS AMENDED    STANLEY/MOOTS    APPROVED

2. PC Resolution 612-23-PC – Replat for Robert and Jeanne Anderson’s properties which include High-Density Residential and Industrial Marine Zoning at 202 and 200 8<sup>th</sup> Street respectively (Lot 4, Block 28, USS 1430 & Tract C, USS 1430).

Stanley questioned the need for the equivalent exchange of properties. Wilson stated that she wasn’t sure but that it was not outside what was allowable. Brian Templin noted that it might have something to do with split property being fairly exchanged. Wilson acknowledged that both swapped pieces of property would need to be rezoned prior to final plat approval.

There was some further confusion about lot lines on the properties. Wilson clarified that Lot 4, Block 28 as well as Tract C and Tract C-T were owned by Robert and Jeanne Anderson. They also own one of the condos nearest Lot 4. The small, square-shaped, water-based Lot 4 nearby belongs to the City of Craig and is only water accessible.

Stanley asked what a flag-lot is. Flag-lots generally provide access to a lot through a narrow access point; generally access to a road/right-of-way. Wilson acknowledged that the lot does not effectively function as a flag lot for most folks. There is no access easement on the condominium lots to the south of Lot 4. Due to the location of the City of Craig’s Lot 4 there is also no effective water access through the flagpole. Robert and Jeanne Anderson own a condo to the south of their Lot 4 which gives them unique access by means of the “flag lot” shape.

Zellhuber asked about the city-owned Lot 4 (nearby Lot 4, Block 28). It was confirmed that the presence of city-owned Lot 4 effectively blocks Lot 4, Block 28 from water access.

Wilson acknowledged that utility improvements and easements are not required on a replat, but they are strongly recommended in this case. There would likely be utility issues for future owners if either lot is sold.

MOTION TO APPROVE

MOOTS/STANLEY

APPROVED

3. PC Resolution 613-23-PC – Replat for merging Craig Tribal Association Medium-Density Lots 18E, 18F 18G on Tract 18 at 1701 Hamilton Drive.

Clinton Cook representing the Craig Tribal Association (CTA) and Lorraine DeAsis representing Tlingit Haida Regional Housing Authority (THRHA) were on the phone ready to answer questions. Clinton requested an alternative format to the teleconference system as he was having difficulty hearing. Lorraine corrected Wilson on the title of THRHA after she incorrectly called it the Tlingit Housing

Authority. Wilson requested Lorraine email additional information on the new address for the THRHA as some of the information at the city was dated and notices had bounced back. THRHA is working with the CTA to construct the new senior housing on Tract 18.

Wilson acknowledged that the 40' right of way was marked on the plat already and that she had missed it on the initial reviews of the proposed replat. Wilson noted further that an as-built for the utility and roads had never been submitted as part of the subdivision of Tract 18 as is required and should be submitted prior to finalization of the proposed replat. The contractor who installed the utilities should have that information.

MOTION TO APPROVE

STANLEY/MOOTS

APPROVED

4. PC Resolution 614-23-PC – Variance for Aaron Bean to construct a secondary residence on an undersized lot in a High-density Residential Zone at 505 Hilltop Drive (Lot 4, Tract 6, USS 2611).

Wilson noted that all seven variance criteria appeared to be met with a question on Criteria 7. Her impression during conversations with Aaron was not that there was a pressing monetary need for the associated B&B conditional use permit and that Criteria 7 was met. Aaron noted that he and his family are not counting on the conditional use permit but saw it as value added. The associated bed and breakfast would be a good source of passive income but was not necessary. Moots stated that he doesn't see criteria 7 being an issue.

There was a brief discussion on parking. Wilson acknowledged that parking has more to do with the associated conditional use permit, but that it is also relevant to a duplex. Wilson acknowledged that the parking in front of the garage is very close to 20 feet and that some parking would likely be in the right-of-way. Regardless, the minimum four parking spaces required would be met.

Commissioner moots asked how the addition corresponds to lot lines. He wants to verify that the footprint of the building would not change. Wilson noted that there were some questions on the exact property boundaries as she hadn't had an opportunity to look for markers and had only stopped by for brief measurements for parking. No survey or as-built of that property, or adjacent properties, had taken place recently. Aaron stated that he does not intend to add to the footprint and stated that the sketch he had drawn up was very accurate. *(Editor's note: there are issues with the sketch. The property boundaries on the south end of the lot in particular appear to be overestimated with the depicted stairs/landing needing an additional CUP to be built within the setbacks as well as an accurate survey/measurement from property boundary markers. This was not addressed during the meeting due to them being primarily building permit items but were addressed later with Mr. Bean).*

MOTION TO APPROVE

STANLEY/MOOTS

APPROVED

5. PC Resolution 615-23-PC – Conditional Use Permit for Aaron Bean to operate a Bed and Breakfast in a High-density Residential Zone at 505 Hilltop Drive (Lot 4, Tract 6, USS 2611).

Commissioner Stanley started by stating she was uncomfortable with approving a B&B for a structure where the proposed B&B space is not yet built. Moots agreed. Zellhuber asked Aaron for a timeframe on the project. Aaron stated he planned to complete the structure in about a year.

Wilson noted there had been one public comment on this item. Bill Russell stated that Aaron Bean is renting the home out and is not a resident there. Aaron Bean firmly disputed this and reiterated that the Craig home was his primary residence. Aaron stated that there may be confusion as he does maintain a residence in Klawock that is an Air B&B and a business but that his PO Box is in Craig. Aaron stated he would be open to further investigation and verification of his residence in Craig.

The planning commission decided to table to resolution. Commissioners reiterated that they would be open to reconsidering once construction is further along.

MOTION TO TABLE

MOOTS/STANLEY

APPROVED

### **Old Business**

1. Ward Cove Harbor Updates

Brian spoke to the planning commission about the current state of the Ward Cove harbor project. Brian noted a few different options that had been presented to the Craig City Council and that the council was not prepared to make a decision yet. Some of those options included pursuing directed legislation, pursuing the general reevaluation report (GRR), or seeking other funds. Brian acknowledged that the council may not be up for spending more money on the project.

More details were provided about the GRR process which has no guarantee of producing a harbor and would take at least four more years (one year for funding, three years for the study). It is possible the process could determine that the existing site is no longer appropriate and push work back to site selection and scoping. Brian also acknowledged the timing of the Water Resource Development Act (WRDA) bill determining some of the timing of such decisions.

Regarding upland projects, Brian acknowledged the work the planning commission had done and stated that much of the validation report process had been intended to springboard some of the NEPA processes for building

restorations. As it stands, he is very reluctant to pursue any federal dollars; the National Park Service is the primary source of restoration funds.

Moots stated that he understands the council's frustration and acknowledged there are not many funding sources for such work.

Brian went on to state that the validation report is final. Brian stated that the delegation is still supportive but is not certain what actions they would be willing to take even if the Craig City Council opted to pursue directed legislation to move the project forward.

Brian re-iterated that he would like to see the property move to economic generating status within the next two years. There are some low-laying projects that may be pursued like dock restoration, mariculture development, AML container barge storage to support Silver Bay, etc. It is likely that some money from the state will be approved this year which could be directed to such projects and fulfill some of the goals of the original harbor project including restoration of working buildings like the webloft.

Stanley asked where the discussion on the longhouse and cultural items stand. Brian stated that there would need to be new discussion on what lands if any will be available for those purposes.

Stanley recommended a newsletter to the community as there was a lot of uncertainty and rumor spreading. Brian stated that he will be doing media interviews including one with KDN which would help.

## 2. Title 18 Mobile Home Park Mobile Building

Wilson stated that a couple specific items had been added for consideration. One of these items was the proposal from Ed Douville for Shaan Seet to produce two-piece mobile homes that could be connected on-site. Wilson stated that other than a sketch that was submitted there was very little associated information and that her requests for more information had not been answered. Wilson stated that the current language would not allow a two-piece unit as described but that the language could be adapted in some way to make it work. One option might even be for the second unit to be considered in lieu of a wanigan. Wilson concluded that without more information from Ed, she still favored the current language.

The other item of interest was the language regarding wanigans which Wilson had largely directed previously but had not been very favorable to some members of the planning commission. She stated that she had found some old language from 1989 that may better match what the planning commission had envisioned. Commissioner Moots likes the alternative language.

Wilson stated that if language were finalized, a public hearing could be held in April and a motion to recommend changes to Title 18 directed to the city council.

Zellhuber asked if there was any hurry to pass the language. Wilson answered that there were some ongoing questions regarding atypical mobile homes, including a container home that had been shipped to Craig, but no. No variance applications have been received.

Zellhuber stated that commissioner Crews had a lot to contribute on the subject and that she would like to see further discussion take place before final language was settled on. She thanked Wilson for doing more research on alternative language.

**Adjourn**

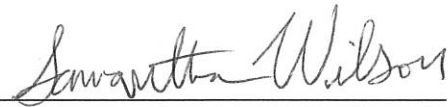
A motion was made and seconded to adjourn the meeting at approximately 9:00pm.

MOTION TO ADJOURN

STANLEY/MOOTS

APPROVED

  
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Chairman Sharilyn Zellhuber

  
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ATTEST: Samantha Wilson