

CITY OF CRAIG
PLANNING COMMISSION MINUTES
Meeting of April 27, 2023

Roll Call

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

From the public: Kathy Peavey, Clinton Cook, Tim O'Connor, Delbert Clark

Meeting Started at 7:03pm.

Approval of Minutes

1. March 23, 2023 Minutes. A motion was made and seconded to approve the minutes from the March 23, 2023 meeting.

MOTION TO APPROVE

MOOTS/STANLEY APPROVED

Public Comment

1. Other Non-Agenda Items

Kathy Peavey expressed concern about the water conservation notice that came out on August 10th as well as the most recent water failure. She wanted Planning and Zoning to be aware of the issue as she feels there is not enough water treatment capability to meet needs of an expanded charter fishing fleet, harbor, kelp processing facility, etc. She also expressed dismay at citizens being expected to conserve water while seafood plants continued to operate.

Commissioner McDonald expressed that, like Kathy, his home had also been out of water. Kathy stated that she would like the planning commission to reach out to Dave Nelson to discuss the water issues and that in the future she would like the citizens informed of issues with the treatment trains to encourage conservation to prevent a complete outage. McDonald further expressed that some part of water supply issues was not having all the appropriate supplies in stock to keep the water treatment trains working at full operation. It was also noted that the Mayor is looking to install a second water tank.

Kathy further expressed frustration over ongoing off-street parking along Hamilton drive.

The last item of concern Kathy brought up was the issue of inmates at the police station exercising outside the police station without containment or apparent supervision. She noted that her concerns were brushed off when she brought them up to the Police Chief.

Commissioner Moots noted that the planning commission looks at a limited range of items and that many of these problems are better suited to the City Council. There is not much that planning and zoning can do on many of these issues.

Commissioner Moots and Tim O'Connor had to respond to an emergency call and left the meeting at this time.

2. Tammy Demmert comment on behalf of Aimee Demmert regarding deck built on Lot 2, Block 18 and ongoing efforts to resolve non-compliance

Commissioner Crews noted that Tammy was not present for the meeting as she was heading over to Ketchikan, but he had some questions about the letter. He noted that from his readings, he thought that measured from grade should be the average of sides/corners as it is with building height. Wilson noted that was not what the code said from her interpretation but that is something that could be looked at if Tammy and Aimee wanted to move forward with the appeal process.

Crews further asked how many other people in town are being threatened with monetary fines for not being compliant to code. Wilson stated that none to her knowledge but stated that this was an extreme example where the issue had been pushed back many months and was still unresolved.

Crews then stated that his understanding was that the planning commission does not have a way to enforce the codes that we have, especially regarding trailer parks. Wilson stated that we do have means of enforcing code through fines although it is generally a last resort. Wilson reiterated that she does not have the authority to allow construction of a structure within the setback and that she cannot push the deadline to resolve the issue indefinitely.

Wilson further stated that despite what the letter says, the Demmerts had moved forward with construction prior to approval of the building permit and were informed prior to construction that their proposed deck would be within the setback and needed to meet code via a couple possible modifications of the design (or production of measurements that would have allowed it).

Crews asked if this was a situation where a variance or a conditional use permit applied. Wilson stated there is no conditional use permit item that matched this circumstance. A variance or appeal are possible.

After some discussion of other options to resolve the issue as is, Wilson reiterated that she does not have authority to permit construction of a structure within the 10' setback. There are exceptions in the code that are outlined through CUPs, which the planning commission can approve, or items like decks under 30" that do not require approval. The Fire Marshall is able to approve structures built within the 10' setback, particularly on commercial property (which this is) but the Fire Marshall does not review single family residential structures.

Public Hearing and New Business

1. PC Resolution 603-22-PC – Amendment request on Conditional Use Permit for Craig Tribal Association to operate a marijuana retail establishment on commercially zoned property located at 505 Front Street (Lot B, Block B, USS 1430). Requesting a time extension for obtaining licensing.

Commissioner Zellhuber noted that when the decision arose to limit the time allowance to complete licensing requirements for marijuana retail establishments the goal was to make sure no one blocked the two allowed marijuana retail establishments allowed in Craig by holding up licensing. She confirmed with Wilson that no other applications had been submitted at this time. Zellhuber noted that the State licensing process had slowed down significantly.

Clinton Cook stated that when they were last in Fairbanks they were 38th in que for review and they are now 3rd in the que. Jana Weltzin confirmed that the CTA was 3rd in the que and that they may be able to complete licensing by the deadline after all. She acknowledged that the renewal process starts in June, which could push their review back and the CTA may still require an extension.

McDonald acknowledged that there were no changes to the application. Sharilyn confirmed with Wilson that the amendment would restart both the licensing requirement and date of opening the establishment, which would now be 12 and 18 months from this meeting date respectively. Wilson confirmed that was how the amendment was written.

MOTION TO APPROVE

MCDONALD/STANLEY

APPROVED

2. PC Resolution 596-21-PC – Amendment request on Conditional Use Permit for Seventh Day Adventist Church to exceed max building height via a planned 40' radio tower to be located at 401 6th Street (Lot 7 & 8, Block 19, USS 1430) amendment request. Requesting a time extension for obtaining FCC licensing.

Delbert stated that the licensing had been obtained and they just need the conditional use permit to be reapproved as it had lapsed. Zellhuber confirmed that the licensing was obtained and that other than the requirement to get the licensing prior to building the tower the CUP itself does not have an expiration date. Wilson noted that the permit had a time limit. Wilson noted the difference between the FCC permit and the FCC license. Wilson confirmed that the construction permit had been obtained but that the FCC license still needed to be approved. Del confirmed this.

MOTION TO APPROVE

CREWS/MCDONALD

APPROVED

3. PC Resolution 616-23-PC – Rezone portion of Lot 4, Block 28, USS 1430 from high-density residential to marine industrial and an equivalent portion of Tract C, USS 1430 from marine industrial to high-density residential.

Wilson stated that she had received a phone call from Marda Gilmore, a concerned neighbor, about her view being impacted by construction that might take place on the lot in question. Wilson stated that other than the proposed residential/private boat shop she was made aware of, she had no other knowledge of other proposed construction. The planning commission generally agreed that effects on the viewshed were outside of the scope of reasons a project could be dismissed.

McDonald stated that he would like to see something built in the area and that it had been left for some time. Stanley stated that she saw no issue with approving the rezone. Clinton Cook stated that everyone knew what the marine industrial lots in the area were prior to construction/purchase of the condos.

Clinton noted that the CTA had expressed interest in purchasing the property originally but had been concerned about environmental factors in the area. The marine industrial area has a history of being used to store oil, diesel, and other tanks of chemicals. Mr. Cook expressed wariness if construction were to disturb that soil and release contaminants.

MOTION TO APPROVE

STANLEY/MCDONALD

APPROVED

Old Business

1. Title 18 Mobile Home Park Mobile Building

Wilson acknowledged that she hadn't heard further comment from Ed Douville about his proposal to allow two-part modular buildings in the trailer park. McDonald and Crews both agreed that this appeared to be no issue as the two structures could be bolted together with flashing put around the seam. The planning commission favored language allowing a two-piece unit with minimal alterations to be allowable in the trailer park. Wilson acknowledged that proposed language defining mobile buildings would have to be changed.

McDonald and Crews asked Wilson how far apart mobile buildings should be from each other in the trailer park and if wanigans were considered in this measurement. Wilson confirmed that yes, wanigans were considered as part of this measurement. She stated she thought that mobile homes should be at least 20ft apart to make fire response easier (*Editor's note: the required distance in the Craig Municipal Code is 10 ft*).

Stanley and Zellhuber concurred that there should be no container home stacking allowed in trailer parks. Wind was considered as the major deciding factor.

Wanigans remained a concern to planning commissioners. McDonald agreed that the language from 1989 was desirable. Wilson noted one of her concerns with it is the focus on roof area. Wilson wants to ensure that homeowners can still cover their trailer with a roof covering and not have it count towards their wanigan space. McDonald agreed, but stated stacked roofs can become a difficult fire hazard to manage. Crews acknowledged that these smaller wanigans can likely be moved in one piece. It was decided that the language should be adjusted to focus on a measurement besides roof area to allow roof coverings.

The planning commissioners asked what the next steps were to approve the language. Wilson stated that she would need to revise the language considering discussion and put it before the planning commission again. If approved, the proposed amendment would be reviewed in a public hearing by the planning commission and approved via resolution. It would then be advertised and passed by ordinance through the city council.

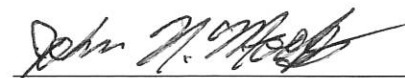
Adjourn

A motion was made and seconded to adjourn the meeting at 7:56pm.


MOTION TO ADJOURN

CREWS/MCDONALD

APPROVED



Chairman John Moots



ATTEST: Samantha Wilson