

CITY OF CRAIG
PLANNING COMMISSION MEETING
Meeting of February 7, 2018

Roll Call

Sharilyn Zellhuber (chair), Kevin McDonald, Barbara Stanley, and Millie Schoonover were present. John Moots was absent.

Also present were Brian Templin, Jennifer LeMay, Jaqie Weatherbee, Hannah Bazinet, Jon Bolling, Travis Johnson and Brianna Goheen.

Approval of Minutes

1. Approval of minutes of January 11, 2018. It was noted that there were some errors in the minutes for the January 11th meeting. Specifically, “preferred” was misspelled in the second paragraph, “alcohol” was misspelled in the third paragraph, and “0 am” should be “10 am” in the eighth paragraph of New Business item 2. Brian said he would correct those items. A motion was made and seconded to adopt the minutes of the January 11, 2018 meeting as amended.

MOTION TO APPROVED AS AMENDED SCHOONOVER/STANLEY APPROVED

Public Comment

1. Non-Agenda Items. Brian noted for the commission that the city council had passed final adoption of the Comprehensive Plan update at its February 1, 2018 meeting. Brian thanked the commission for their work on the project.

Public Hearing and New Business

1. CUP 180207 – Resolution 577-18-PC, Operating a Retail Marijuana Establishment in a Commercial Zone, Jaquelin Weatherbee. Brian reported that Jaqie Weatherbee had applied for a conditional use permit to operate a retail marijuana store at 500 Water Street. A full staff report was attached to the commission’s meeting packet. There was an extensive discussion regarding parking at the site. Jaqie commented that she could require the employees to park at the public parking area at the end of Water Street on the old cannery property even though it was outside of the 300’ requirement for joint use/shared parking. There was some discussion about how much of the property adjacent to the building would be available for parking. Hannah commented that the building owner had a lease with Alaska Native Sisterhood (ANS) to use that area for parking. Brian noted that he had not been given any information about the lease or parking on the ANS lot, that the only parking spaces shown in the CUP application were the five spaces in front of the building. There was some discussion about the overall parking requirements for the building to include all of the existing residential units and the new retail space. It was determined that the overall use would require 11 – 12 parking spaces total. The commission agreed that they were willing to settle for less than the total required spaces but needed to see some additional information before making a decision. The commission asked

the applicant to bring back a copy of the lease, a drawing of the parking spaces on the adjacent ANS property, and an indication of how traffic would flow in and out of that parking area. Brian reminded the commission that they could choose to pass the conditional use permit, postpone the decision to a future meeting to allow for more information, or could deny the permit. A motion was made and seconded to postpone a decision on the permit until the February 22, 2018 meeting.

MOTION TO POSTPONE STANLEY/SCHOONOVER APPROVED

Old Business

1. Craig Hazard Mitigation Plan Update. Jennifer LeMay gave a short presentation to the commission about the Hazard Mitigation Plan process. She noted in her presentation that Patrick LeMay had presented the issue to the commission and had met with city staff to get information needed for the plan update. Brian added that the draft update to the city's Local Hazard Mitigation Plan had been publicly posted and that he had reviewed it. Brian and the planning commission made the following specific comments on the record regarding the plan:
 1. Pages 80 and 86, G/F and GF should be made consistent.
 2. Page 80 – the plan should show the headers on each page to make reading easier.
 3. Pages 93 – 96 – acronyms should be added after full titles where appropriate, not just left to the appendix.
 4. Annual Survey – Fix page breaks and change question 11 from “Nenana” to “Craig”.

After discussion and noting the changes, a motion was made and seconded to approve the draft Craig Local Hazard Mitigation Plan, and forward the plan to the Craig City Council for adoption after FEMA approval of the draft.

MOTION TO APPROVE ZELLHUBER/STANLEY APPROVED

Adjourn

A motion was made and seconded to adjourn the meeting.

MOTION TO ADJOURN SCHOONOVER/MCDONALD APPROVED



Chairman Sharilyn Zellhuber



ATTEST: Brian Templin