

# **CITY OF CRAIG PLANNING COMMISSION AGENDA**

Meeting of May 30, 2018  
7:00 p.m., Craig City Council Chambers

## **Roll Call**

Sharilyn Zellhuber (chair), John Moots, Kevin McDonald, Barbara Stanley, Millie Schoonover

## **Approval of Minutes**

February 7, 2018 Minutes

February 22, 2018 Minutes

## **Public Comment**

1. Non-Agenda Items

## **Public Hearing and New Business**

1. CUP 180524 – Resolution 580-18-PC, Bed and Breakfast in a Residential Zone,  
Madelaine Voegeli and Kyle Woltjer

## **Old Business**

## **Adjourn**

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 11<sup>th</sup> 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

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Chairman Sharilyn Zellhuber

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ATTEST: Brian Templin

CITY OF CRAIG  
PLANNING COMMISSION MINUTES  
Meeting of February 22, 2018

**Roll Call**

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

Also present were Brian Templin, Tammy Demmert, and Jaqie Weatherbee (by telephone)

**Approval of Minutes**

There were no minutes to approve. Brian said that he had not finished the February 7<sup>th</sup> minutes and that he would bring both those, and the February 22<sup>nd</sup> minutes to the next meeting.

**Public Comment**

1. Non-Agenda Items. There were no comments on non-agenda items.

**Old Business**

1. Since Jaqie could not make it into town because of bad road conditions she called in. Brian asked the commission to move this business item up on the agenda since Jaqie was on the phone. The commission moved the item up the agenda.

CUP 180207 – Resolution 577-18-PC, Operating a Retail Marijuana Establishment in a Commercial Zone, Jaquelin Weatherbee. Brian reported that the commission had a number of questions regarding parking when this item was presented at the February 7, 2018 meeting. Brian said that Carolyn Chapman, the building owner, had sent him a copy of the lease of Lot 5B, adjacent to Carolyn's property. The lease was for the purpose of providing additional parking for the building. Brian also said that Jaqie had submitted a drawing of the parking spots, but had not indicated traffic flow. There was some discussion about the accuracy of the drawing and how vehicles would enter and exit the parking area. There was also some additional discussion about how much parking the planning commission was looking for to approve the CUP. After the discussion the planning commission agreed that Lot 5B would provide enough additional parking as long as employees were required to park offsite at the public parking lot on the old cannery property. Tammy Demmert asked the commission why the parking requirement was being enforced here and not on the similar establishment permit on Ninth Street. The commission answered that the available parking, nearby public parking, and ability to remedy the situation without eliminating other permitted use rights made the two situations different. There was also a short discussion about the limit of two retail marijuana establishment licenses. Brian reported that previously the AMCO staff had said that the Marijuana Control Board would only approve two licenses but information from the AMCO

staff later indicated that it would be solely up to the city to enforce the limit of two licenses by protesting some licenses. Brian suggested adding language to the conditional use permit to ensure that the permittee is aware that the limit of two stores is in effect and that the Craig City Council has sole discretion in determining which licenses are issued. The planning commission amended the conditional use permit to add one “whereas” and two additional special conditions to the permit as follows:

Add “Craig Municipal Code 5.10.030A1 establishes a limit of no more than two licensed marijuana stores. In the event that more than two licenses are approved by the Alaska Marijuana Control Board for marijuana retail stores in Craig, the Craig City Council shall have sole discretion in determining which licensees shall be allowed to operate in Craig.”

Move special condition 8 to special condition 10.

Add a new special condition 8 which reads “Employees will park at public parking on Tract A-2, USS 1429 during business hours.”

Add a new special condition 9 which reads “This permit is valid only as long as Lot 5B, Block 26, USS 1430 is legally leased and available for parking for Lot 4B, Block 26, USS 1430.”

A motion was made and seconded to approve CUP 180207 – Resolution 577-18-PC as amended.

MOTION TO APPROVE AS AMENDED STANLEY/ZELLHUBER APPROVED

### **Public Hearing and New Business**

1. Plat 180222 – Resolution 578-18-PC, Replatting Lots 1 – 3, Port St. Nicholas Subdivision #3 into Lots A and B, Beito Subdivision. Brian provided a staff report on the review of Plat 180222. The staff report indicated 13 notes or corrections that should be made to the plat before it is approved as final. In addition to the 13 comments made by the planner the planning commission added three more comments during their discussion:
  1. Show new area added by meander correction.
  2. Double check area and acreage calculations.
  3. Note 4 says “thin .25” – this should be corrected.

A motion was made and seconded to approve the preliminary plat of Beito Subdivision as amended by the commission.

MOTION TO APPROVE AS AMENDED MOOTS/MCDONALD APPROVED

2. CMC 18.14, Parking Discussion. Brian reported that the planning commission had been discussing off street parking for several meetings and that at a previous meeting public comment indicated that the current parking code requirements were insufficient. Brian said that he included a copy of CMC 18.14, the Craig parking code for discussion. The planning commission held a short discussion but did not have any specific recommendations. Brian said that the commission had clarified off-street parking and that he was using the commission's interpretation and eventually municipal code would be changed to reflect the commission's definition. Brian said that he would bring the parking discussion back to a future meeting and would wait on the off-street parking code change to make sure that the commission didn't want to make any other changes to parking code or requirements. No action was taken by the commission on this item.

**Adjourn**

A motion was made and seconded to adjourn the meeting.

MOTION TO ADJOURN

MOOTS/STANLEY

APPROVED

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Chairman Sharilyn Zellhuber

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ATTEST: Brian Templin

**CITY OF CRAIG  
PLANNING COMMISSION**

Staff Report

June 16, 2017

Applicant: Madelaine Voegeli and Kyle Woltjer

Requested Action: Conditional Use Permit – B&B in a Residential Zone

Location: Lot 6, Block 6, USS 1430 (205 Spruce Street )

Lot Size: 6,875 SF

Zoning: High Density Residential - I

Surrounding Uses: North: ROW/High Density Residential  
West: High Density Residential  
South: High Density Residential  
East: ROW/High Density Residential

**Analysis**

Madelaine Voegeli and Kyle Woltjer have applied to the City of Craig planning commission for a conditional use permit to operate a Bed and Breakfast in a Residential Zone, located at 205 Second Street (Lot 6, Block 6, USS 1430). The applicant proposes to operate up to three rooms in one half of an existing duplex, owner occupied structure for a Bed and Breakfast. The application contains a hand drawn site plan (not to scale).

The site plan included with the application show a total of up to six off street parking spots but the dimensions of the parking areas are not shown on the application to confirm off street parking. In addition, an as-built survey done in 1997 shows that the duplex structure is 6.7' from the Second Street right of way. Off street parking spaces required by code are generally required to be 8'x20'. The drawing shows the duplex structure significantly west of the east property line, whereas the as-built shows the structure very close to the east property line (Second Street). I sent a letter notifying the applicant that the public hearing date had changed and asked them to be prepared to talk about parking with the planning commission at the public hearing on May 30<sup>th</sup>. The commission was copied on that letter. The planning commission should be prepared to talk about the parking requirements at the public hearing.

There have been two written comments on the applications submitted to my office. A copy of those comments are attached to this report. I have also attached copies of the 1997 as-built and a copy of the application (with the applicants's drawing).

Per 18.06.002 of the LDC, the following criteria shall be met before a conditional use permit may be issued:

1. That the proposal is consistent with the Craig Comprehensive Plan, the Craig Municipal Code, and other applicable ordinances.
2. That the proposed use is conditionally permitted in the zone.
3. That the proposed use is compatible with other existing or proposed uses in the area affected by the proposal.
4. That the proposed use would not create noise, odor, smoke, dust, or other objectionable pollutants creating impacts on surrounding areas.
5. That the proposed use would not affect the health and safety of persons or property.
6. That the location, size, design and operating characteristics will mitigate conflicting uses.
7. That unsightliness, building height, or structural incompatibility would not significantly affect surrounding areas or the designated viewshed.
8. That the proposal would not have a significant detrimental effect on property values in the area.
9. That all utilities required by the proposed use are adequate or will be made adequate by the applicant at no additional expense to the city and will not interfere with utility capacity to serve other areas of the city.
10. That access is adequate to serve the additional volume and type of traffic generated and would not threaten health and safety by significantly altering traffic volumes and patterns.
11. That adequate off-street parking is provided. (See Chapter 18.14, Parking.)
12. That the proposed use would not degrade land, air, water, or habitat quality.
13. That the proposed use will not interfere with the efficiency of, the planned expansion of, or access to water dependent or water related uses unless: 1) there is a documented public need for the proposed use, 2) no alternative site, and 3) the public good will be served better by the proposed use than by the water dependent or water related use.
14. That other relevant objections made evident at the public hearing are addressed.
15. That the proposed use and development do not disturb trees or shrubs which are designated for habitat or resource protection; wind, noise, sediment, or pollution buffers; recreation or open space; protection from natural hazards, watershed protection, or visual considerations unless a plan is approved which will mitigate potential adverse impacts.

Criteria 1-10, 12, 13 and 15 of this section appear to be met on the face of the application. The commission should discuss Criteria 11 and 14 at the public hearing on May 30, 2018.

Further conditions for a bed and breakfast are (Chapter 18.16):

1. An owner-occupied structure.
2. Three or fewer rental rooms.



3. Maximum length of stay of thirty (30) days.
4. The residential character of the neighborhood is retained.

These conditions appear to be met on the face of the application.

**Recommendation**

That the planning commission discuss the required criteria for approval at the May 18, 2018 meeting and consider adoption of Resolution 580-18-PC granting a CUP to Madelaine Voegeli and Kyle Woltjer to operate a Bed and Breakfast in a Residential Zone, located at 205 Second Street (Lot 6, Block 6, USS 1430), subject to the following conditions:

1. that the conditional use permit is not transferable to another individual or location;
2. that the conditional use is accessory to a principal owner residential use. The owner occupying the residence during conduct of the Bed and Breakfast must be a legally recorded owner of the property. The owner occupant must be an owner of record or purchaser of record according to the system of land title recording established pursuant to AS 44.37. The city shall retain the right to ensure that a legal owner is present for at least 75% of the days that guests are in residence;
3. that all parking for personal use and customer use will be off-street.;
4. that the bed and breakfast will be limited to three rooms.;
5. that all sales tax due on the operations covered by this permit must be paid within 30 days of the end of the quarter that the sales were made.
6. that this conditional use permit is voidable by the City of Craig, at its sole discretion, if the applicant is unable to meet the above conditions.;
7. the conditional use permit will be reviewed by the Planning Commission 12 months after approval to ensure compliance with these provisions.

CITY OF CRAIG  
PLANNING COMMISSION  
RESOLUTION 580-18-PC

GRANTING A CONDITIONAL USE PERMIT TO MADELAINE VOEGELI AND KYLE WOLTJER TO OPERATE A BED AND BREAKFAST AT 205 SECOND STREET, LOT 6, BLOCK 6, USS 1430

WHEREAS, the Planning Commission held a public hearing on May 30, 2018; and,

WHEREAS, public notice was given in accordance with Section 18.06.002 of the Craig Land Development Code; and,

WHEREAS, the Planning Commission finds that the specific criteria of Section 18.06.002 of the Craig Land Development Code are met as follows, subject to the conditions listed below:

1. That the proposal is consistent with the Craig Comprehensive Plan, the Craig Municipal Code, and other applicable ordinances.
2. That the proposed use is conditionally permitted in the zone.
3. That the proposed use is compatible with other existing or proposed uses in the area affected by the proposal.
4. That the proposed use would not create noise, odor, smoke, dust, or other objectionable pollutants creating impacts on surrounding areas.
5. That the proposed use would not affect the health and safety of persons or property.
6. That the location, size, design and operating characteristics will mitigate conflicting uses.
7. That unsightliness, building height, or structural incompatibility would not significantly affect surrounding areas or the designated viewshed.
8. That the proposal would not have a significant detrimental effect on property values in the area.
9. That all utilities required by the proposed use are adequate or will be made adequate by the applicant at no additional expense to the city and will not interfere with utility capacity to serve other areas of the city.
10. That access is adequate to serve the additional volume and type of traffic generated and would not threaten health and safety by significantly altering traffic volumes and patterns.
11. That adequate off-street parking is provided.
12. That the proposed use would not degrade land, air, water, or habitat quality.
13. That the proposed use will not interfere with the efficiency of, the planned expansion of, or access to water dependent or water related uses unless: 1) there is a documented public need for the proposed use, 2) no alternative site, and 3) the public good will be served better by the proposed use than by the water dependent or water related use.

14. That other relevant objections made evident at the public hearing are addressed.
15. That the proposed use and development do not disturb trees or shrubs which are designated for habitat or resource protection; wind, noise, sediment, or pollution buffers; recreation or open space; protection from natural hazards, watershed protection, or visual considerations unless a plan is approved which will mitigate potential adverse impacts.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission grants Madelaine Voegeli and Kyle Woltjer a conditional use permit to operate a Bed and Breakfast in a Residential Zone, located at 205 Second Street (Lot 6, Block 6, USS 1430), subject to the following conditions:

1. that the conditional use permit is not transferable to another individual or location;
2. that the conditional use is accessory to a principal owner residential use. The owner occupying the residence during conduct of the Bed and Breakfast must be a legally recorded owner of the property. The owner occupant must be an owner of record or purchaser of record according to the system of land title recording established pursuant to AS 44.37. The city shall retain the right to ensure that a legal owner is present for at least 75% of the days that guests are in residence.;
3. that all parking for personal use and customer use will be off-street.;
4. that the bed and breakfast will be limited to three rooms;
5. that all sales tax due on the operations covered by this permit must be paid within 30 days of the end of the quarter that the sales were made.
6. that this conditional use permit is voidable by the City of Craig, at its sole discretion, if the applicant is unable to meet the above conditions.;
7. the condition use permit will be reviewed by the Planning Commission 12 months after approval to ensure compliance with these provisions.

Approved this 30<sup>th</sup> day of May, 2018

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Chairman Sharilyn Zellhuber

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Brian Templin, City Planner

CITY USE ONLY

FILE NUMBER _____	FILE NAME _____
DATE RECEIVED _____	BY _____ FEE _____
HEARING DATE _____	NOTIFICATION DEADLINE _____

### Conditional Use Permit Application

Applicant's Name Madelaine Voegeli & Kyle Woltjer  
Address 205 2nd <sup>st.</sup> ~~rd.~~ Craig Telephone No. 303.587.7294  
Applicant's Representative (if applicable) \_\_\_\_\_  
Address \_\_\_\_\_ Telephone No. \_\_\_\_\_  
Subject Property Legal Description: Lot 6 Block/Tract 6 Survey Number 1430  
Lot Size: \_\_\_\_\_ Subdivision Name \_\_\_\_\_  
Township: Craig Range: \_\_\_\_\_

To help the planning commission gather facts about the proposed conditional use permit, please complete the following:

- Describe in detail the conditional use requested: We are requesting to use one side of our duplex residence as a Bed & Breakfast. It was formerly used as such (to our knowledge).
- Please attached a plot plan showing lot lines, building locations, parking spaces, and other relevant information.
- What types of chemicals, processes, machinery or equipment will be used: Nothing out of the ordinary as the property is already in working order.

4. Approximately how many days per week and how many hours per day will the proposed use operate? Ideally, 4-7 days/wk during summer months for visitor lodging.

5. What noise, odor, smoke, dust, or other pollutants could be caused by the proposal?

None

6. What types of uses are currently located within 300 feet of the exterior property boundaries?

Only Residential homes

7. What types and sizes of buildings, signs, storage and loading areas, screening, etc. are planned (size, height, type)?

We would utilize a small, unobtrusive sign to indicate the B&B to guests.

8. What utilities are needed? standard utilities - we are currently paying for & maintaining utilities to both sides of the duplex.

9. What roads will provide access? Spruce St. & 2nd St.

10. What type and volume of traffic will be generated by the conditional use? Likely 1-2 additional vehicles when guests are present.

11. What are your parking needs and where will they be provided (indicate on the plot plan where parking is to be provided)? See previous answer. There is a gravel lot adjacent to this property for B2B guests - allows for 1-2 vehicles to park off-street comfortably.


12. Will the proposed conditional use be compatible with the neighborhood in general? Why?  
We believe so. To our knowledge, this property has been used as a B2B & long-term rental throughout the years. We have good relationships w/ the neighbors and intend to respectfully operate. We have lived here for 3 years (in this house), and understand the neighborhood dynamic.

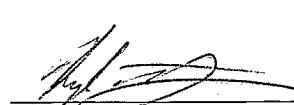
The criteria by which a conditional use permit application is approved or denied is listed in Chapter 18.06.002.C-K of the Craig Land Development Code.

A decision of the planning commission may be appealed to the city council within 30 days of the mailing of the notice of the commission's decision. Decisions of the city council may be appealed to Superior Court.

I (we) being duly sworn, depose and say that the foregoing statements and answers herein contained, and the information herewith submitted, are in all respects true and correct to the best of my knowledge and beliefs.

Dated this ~~20~~<sup>2</sup> day of May, 2018.

  
Applicant Madelaine Voegel

  
Applicant Kyle Wolter

*Authorization for Agency*

If the applicant listed on this application is other than the sole deed holder of the property or properties upon which the temporary use will take place, complete the following authorization to act as agent:

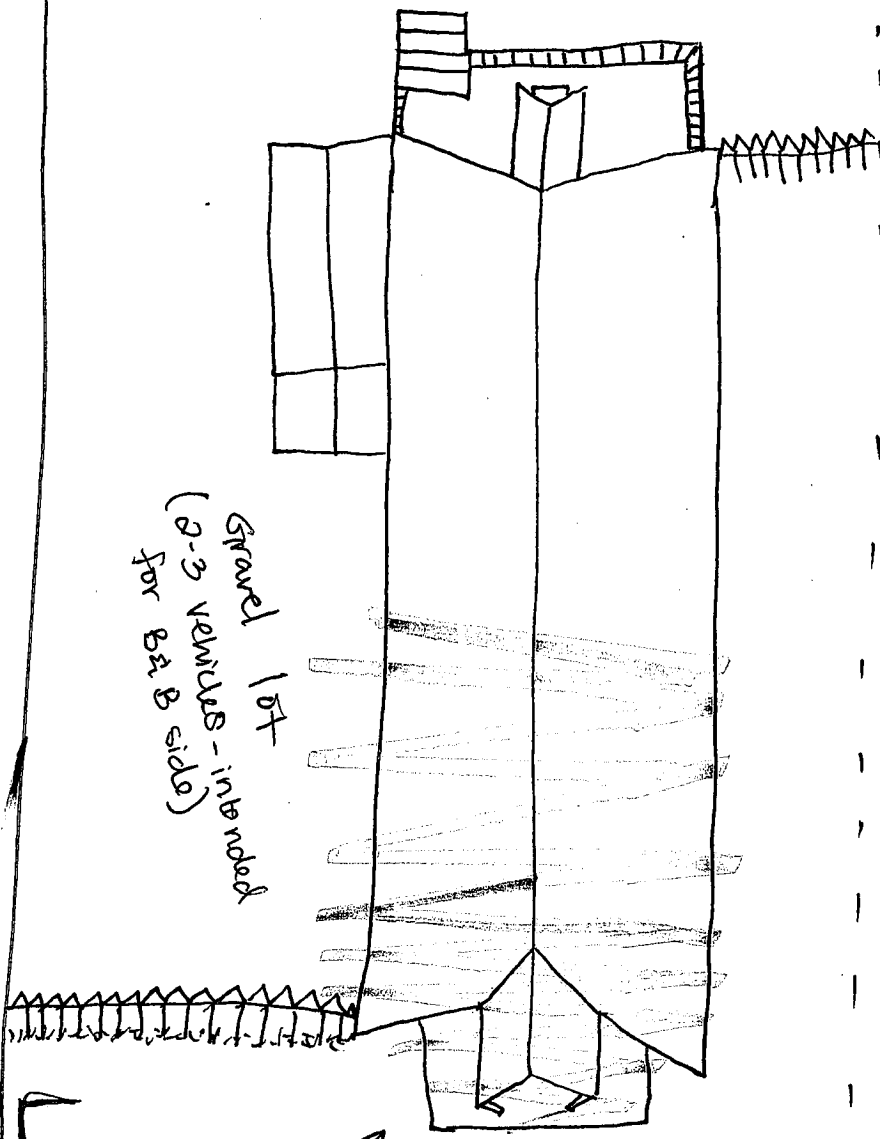
I (we), the undersigned, hereby certify that as deed holder(s) of record of the property or properties described above, I (we) hereby authorize the person listed as the applicant on this application to act and appeal as agent with respect to this application.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signature(s) of deed holders: \_\_\_\_\_

Gravel lot  
(2-3 Vehicles -  
intended for owner  
Vehicles)

Gravel lot  
(2-3 vehicles - intended  
for B&B side)



2nd St.

LOT 6

side of  
duplex to be  
used as B&B

○○○○○○○

B&B  
entrance

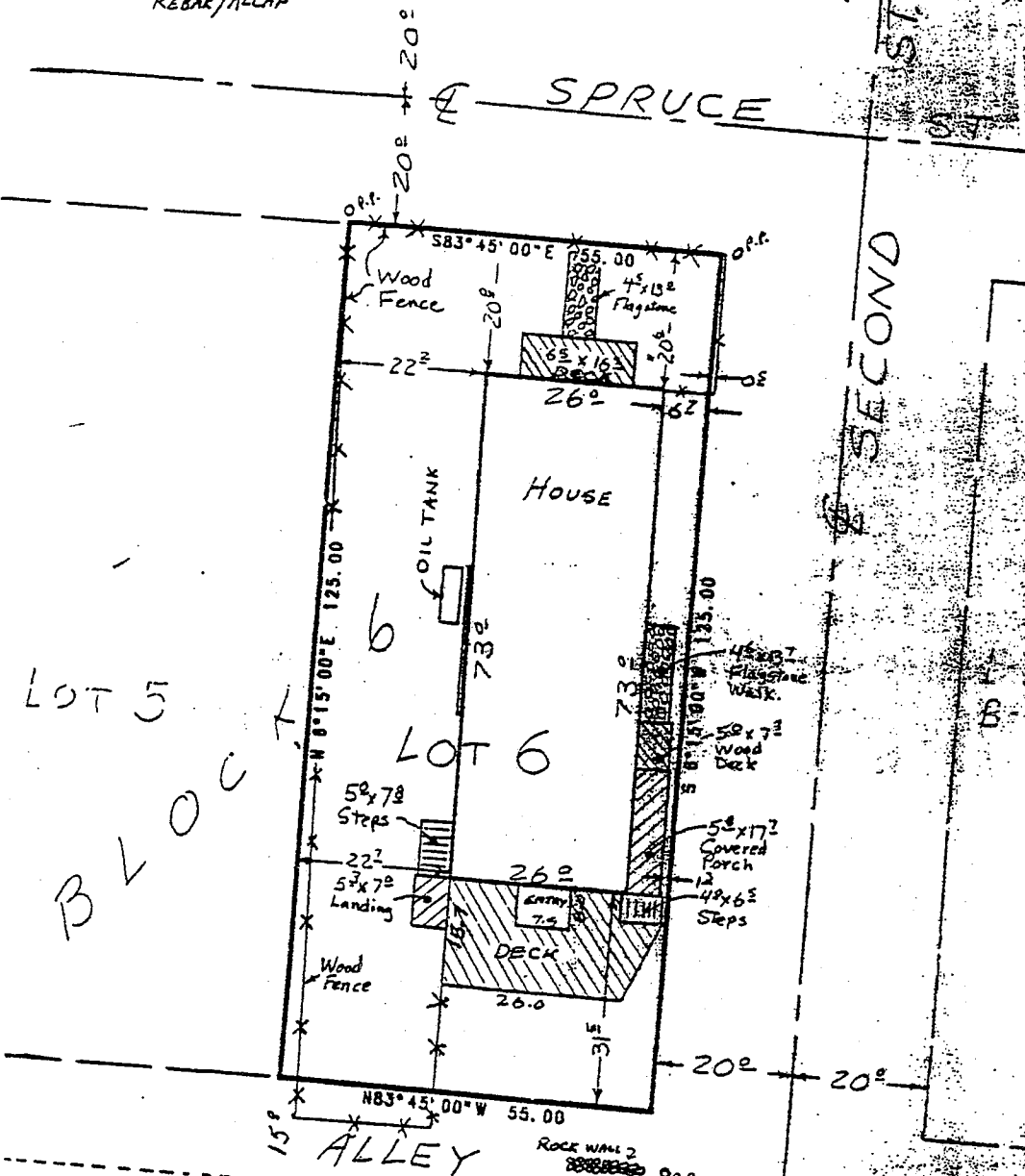
SPRUCE ST.

LOT 6, BLOC 6, USS 1430

L-1, B-16

BASIS OF BRGS.  
N83°45'00"W  
50.14

FOUND  
REBAR/ALCAP



LOT 5  
BLOC 6

SECOND ST

LOT 2

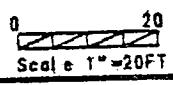
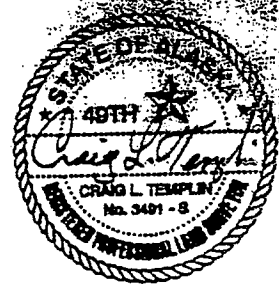
LOT 1

AS BUILT SURVEY OF

**LOT 6, BLK 6, USS 1430, CRAIG TOWNSITE**

I hereby certify that the above described property has been surveyed by me and that the improvements situated thereon are within the property lines and do not encroach or overlap on the adjacent property lines and that there are no roadways, transmission lines or other visible easements on said property, except as indicated hereon.

Date: 9/3/97 Scale 1"=20' Drawn by: CLT  
Craig L. Templin - Whale Pass PO Box WWP - Ketchikan, AK



EP/SP





May 18, 2018

Madelaine Voegeli and Kyle Woltjer  
PO Box 947  
Craig, AK 99921

Dear Madelaine and Kyle,

I wanted to touch base regarding your application for a conditional use permit to operate and B&B at your home at 205 Spruce Street.

Due to travel and events around the Craig High School graduation I have had some trouble getting a quorum of the planning commission on May 24<sup>th</sup>. I have discussed an alternative date for the meeting that includes your public hearing and the planning commission is now scheduled to meet at 7 pm on Wednesday, May 30<sup>th</sup> here at Craig City Hall. I apologize if this causes any inconvenience.

I also had a couple of comments related to your application to help prepare you for the public hearing and planning commission meeting.

1. The address of the property is shown in our records as 205 Spruce Street (you show 205 2<sup>nd</sup> Street on your application)
2. Question 6 of the application asks about other uses, it should be noted that the police station/jail, a church and the child care center are within 300' of your property as well. Your application shows only residential uses within 300'.

You don't need to take any action on those two issues. I will note the information in my staff report to the commission prior to the meeting.

You may want to consider revising your application, or at the very least be prepared to talk to the commission about off street parking. I have been told that there are two rooms in the unit so the off street parking requirement will be two spaces in addition to the spaces required for the unit you are living in (one parking space for each 1.5 bedrooms). It is important to note that conditional use permits generally require a higher standard of parking than permitted residential uses and the planning commission has been paying particular attention to this requirement in conditional use permit applications. While your application shows that you are reserving 2-3 parking spots on the 2<sup>nd</sup> Street side of the property for B&B parking, an as-built survey shows that that side of the house is only 6.7' from the property line. I have attached a copy of the as-built for your reference.

The planning commission, in parking discussions on other permits has determined that the 8'x20' parking spaces required should generally be completely off of the right of way and

completely contained on the private property. In addition the B&B conditional use permits generally require that all parking associated with the property (residential uses and B&B) be accommodated off-street and on the property.

The drawing that you provided shows more parking area than the as-built survey that I have on file shows for the area you have designated for parking. It is possible that the planning commission may disallow the spaces on the 2<sup>nd</sup> Street side of the building as parking since the house is less than 7' from the property line.

You don't have to take action on this issue prior to the public hearing, but I would recommend that you are prepared to discuss the parking issue with the planning commission and it may be in your interest to determine if additional off street parking can be developed on your lot to meet the parking requirement.

Please let me know if you have any questions or comments. I would be happy to talk to you about what the requirements are and the discussions that the planning commission have been having regarding parking for similar permits. You can stop by city hall, call me at 826-3275 or email me at [planner@craigak.com](mailto:planner@craigak.com).

Sincerely,

Brian Templin  
Craig City Planner

May 21, 2018

To: Brian Templin, City Planner & Craig Planning and Zoning Commission  
Re: Conditional Use Permit 180524 Bed & Breakfast @ 205 Second Street

Madelaine Voegeli and Kyle Woltjer have been good neighbors for the past 3 years, and we were thrilled when they recently purchased the duplex at 205 Second Street from Greg and Seifei Dahl, their former landlords. Their enthusiasm for, and their contributions to the community are overwhelmingly positive; and we are supportive of their planned bed and breakfast because they are such good neighbors who are respectful of our quiet neighborhood.

We believe the bed and breakfast is the least impactful use of their property. However, for the sake of their tenants and guests, to maintain their good relationship with the neighbors, and to lessen stress on existing neighborhood parking, it would be prudent for them to upgrade their Spruce Street side rental to accommodate off-street parking on the unused west side of the rental unit.

Relevant to items 11 and 12 of their application we would like to make clarification as to a significant change regarding on-site parking at 205 Spruce Street post the paving and French drain installation on Spruce Street that took place in 2012-2013.

When we purchased our home at 204 Spruce Street in 2004, Spruce Street was a more leveled chip-sealed street, and there was space to park 2 vehicles directly in front of the rental unit at 205 Spruce Street. In fact, we rented that unit in 2011 when we built our new home at 204 Spruce and we comfortably parked our Ford Ranger pickup and Subaru off of the roadway and legal distance from the stop sign in front of the Spruce Street entrance to the unit. We also had the option of parking around the corner next to the Second Street side of the house, but that was less convenient to the front gate/front door entry on Spruce Street.

The raised sloped elevation of the now paved street and the concrete French drain have eliminated parking at the front entrance of the rental unit unless modifications are made to the west side of the property to accommodate front entry off-street parking on Spruce Street.

The property has changed ownership 3 times since 2011, and none of the ensuing owners have modified the property to accommodate front-entry parking.

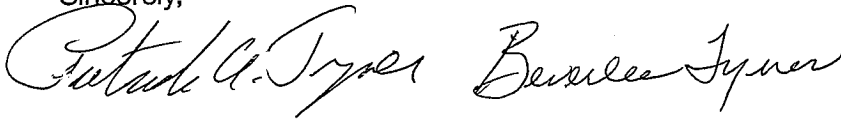
Other than a husband and wife who briefly rented the Spruce side unit prior to purchasing the duplex from Mark and Shiela Beardsley, who were in the process of relocating to Kodiak in 2011/12, Kyle and Madelaine have been the only renters of the 205 Spruce unit from the time we moved out of the unit and into our new home in September 2011 to the present, so they are the only tenants to occupy the rental unit since the paving eliminated the front entrance parking; and while the parking issue was discussed both with their former landlord and with Kyle and Madeleine, the issue was kicked down the road.

We support the Conditional Use Permit as long as clearly designated parking on the Second Street side of the unit is provided for two vehicles or a single vehicle with a boat or off-road vehicle trailer, and the unit is used for a short-term (2-7 day) bed and breakfast as parking should have minimal impact on the neighborhood. If overflow parking becomes a problem impacting neighboring properties, or if the property reverts to long-term rental status, the parking issue needs to be readdressed, with off-street parking installed on the Spruce Street entrance to the property to maintain the integrity of our quiet residential neighborhood.

We have full faith that Madelaine and Kyle will continue to be good neighbors and will run a quality bed and breakfast compatible with the neighborhood with minimal impact. We wish

them well in their new venture; and, in fact, look forward to referring friends and family to their new B&B. It is an ideal, cozy vacation retreat. Our only concerns are for the "elephant in the room" that will eventually need to be addressed to maintain the integrity of the neighborhood, that, unfortunately, was not addressed by the two prior owners post the road paving loss of easy front access parking.

Sincerely,

A handwritten signature in cursive script, reading "Patrick A. Tyner Beverlee Tyner". The signature is written in dark ink and is positioned to the right of the word "Sincerely,".

Patrick A. Tyner and Beverlee Tyner  
204 Spruce Street  
P. O. Box 541  
Craig 99921

Photo 1: Spruce street entry parking 2011 Pre-road paving

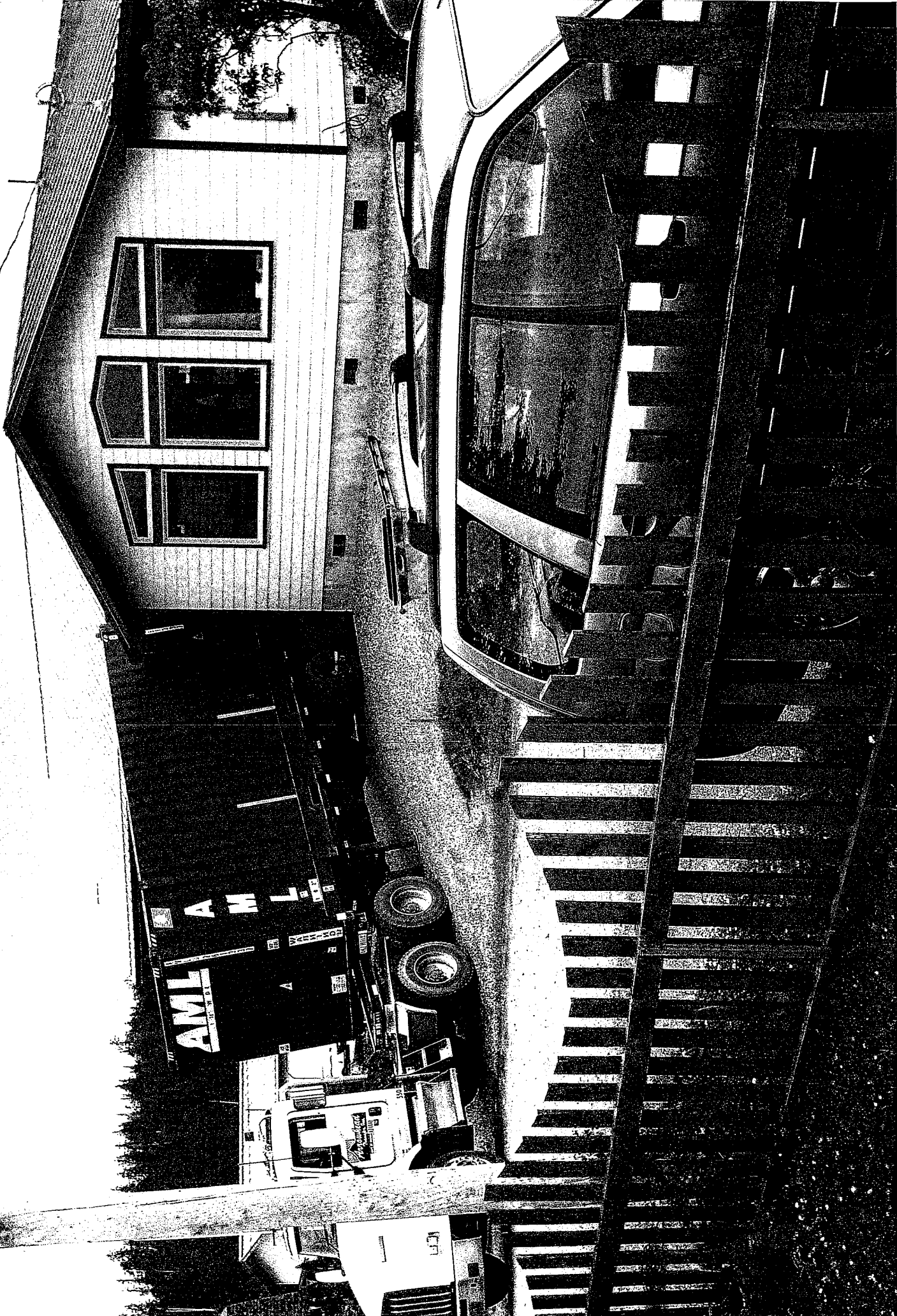




Photo 2. Off road parking 205 Spruce Street 2011

Photo 3 front entry parking 205 Spruce 2011



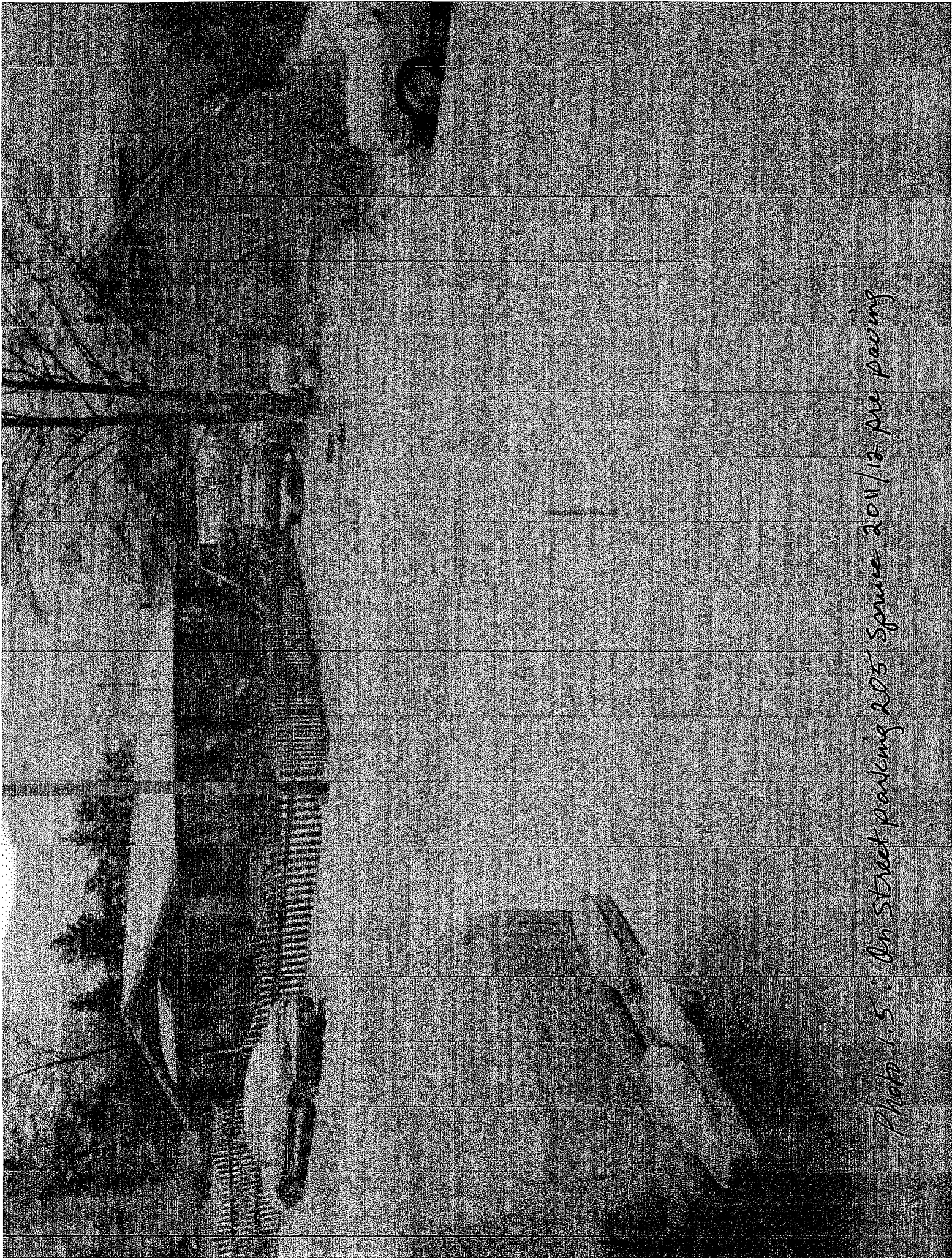


Photo 1.5: An street parking 205 Spruce 2011/12 pre paving





Photo of stand entry 205 Spruce street 5/1/2018

PO Box 1072  
Craig AK 99921  
5/10/18

PAID  
MAY 10 2018

To: Craig City Planning Commission

Re: Conditional Use Permit App 180524

We are in complete support of the Voegeli/Woltjer application for operation of a bed and breakfast at 205 2nd St.

We feel that is is a very low impact way to make living in the city more affordable, and also contributes to the short-term accessibility of visitor housing.

We completely support this application.

Bob and Margaret Andrews

*Bob Andrews*

*Margaret E. Andrews*