

Principles of the Unalaska Planning Commission

1. The Position: In any community, the position of Planning Commissioner is a highly respected and honored one.
2. The Job: The job of Planning Commissioner is to serve the public, as representatives of the City Council and to the best of their ability, in ensuring sound planning and growth management in Unalaska. All decisions of the Planning Commission should be based on sound planning principles and practices, and not on the personal opinion of individual Planning Commissioners. Once the Planning Commission makes a recommendation to the City Council, the job of the Planning Commissioners and Planning Commission is over, in terms of that particular action.
3. Integrity: Planning Commissioners are appointed by City Council. The actions, behavior, and comportment of each Planning Commissioner reflect not only on that Planning Commissioner's integrity – but also on the integrity of the City Council and of the entire City government.
4. Collaboration: An individual Planning Commissioner is not a “lone wolf,” but is part of a collective body. As such, each Planning Commissioner is expected to act in a collaborative manner with his and her fellow Planning Commissioners.
5. Respect Each Other: While it is understandable to sometimes disagree with your fellow Planning Commissioners on issues brought before the body, and appropriate to publically vocalize that disagreement during Planning Commission meetings, a Planning Commissioner should always respect the opinion of their fellow Commissioners and treat each other with respect.
6. Majority Rules: It is important to remember that, at the end of the day, the majority rules. So, after each action is brought before the body, discussed, and voted upon, Planning Commissioners must accept and respect the rule of the majority – even if the ruling was counter to an individual Commissioner's position.
7. Respect Staff: A Planning Commissioner should respect the opinion of City Planning Staff, whether the Planning Commissioner agrees with staff or not. Planning Staff Members are professionals who are employed to serve not only the Planning Commission and general public, but the City Council.
8. The Las Vegas Rule: What comes before the Planning Commission must stay before the Planning Commission. This means there can be no outside negotiating with petitioners or with the public regarding applications brought before the Commission. And, all discussions – pro or con – concerning a petition before the Planning Commission, must take place solely within Planning Commission meetings.
9. Respect Applicants and Public: Each Planning Commissioner must always show professionalism and respect for applicants and the general public – regardless of the position held by that Planning Commissioner or by the Planning Commission.
10. Upholding the Principles: Any member of the Planning Commission who finds that he or she cannot uphold and abide by the above principles should resign from the Commission.

CONDUCTING A PUBLIC HEARING

The following is the sequence of events that is followed by the City of Unalaska Planning Commission and Platting Board in conducting a Public Hearing before the body.

1. The Public Hearing is opened by the Chair of the Planning Commission/Platting Board who reads from the agenda.
2. Any Ex-Parte questions or Commission member involvement are raised. If a Commission member(s) is excused, this is the proper time.
3. Presentation by the staff. This is a short summary of the application, explanation of any maps, plats, exhibits, and code standards that might apply to the application. New written information not in the board packet is provided at this time.
4. Presentation by the applicant. The applicant bears the responsibility for making the case or argument before the Commission. This is the time for Board members to ask questions of the applicant. Attempts to “negotiate” with the applicant should be conducted at this step (Step 4), while the public hearing is still open.
5. Public Testimony. This includes those who are opposed to the application, and also the public in general.
6. Rebuttal by the applicant. Final questions of all parties by the Commission.
7. The Chair closes the Public Hearing and Commission deliberations begin. Once the hearing is closed, DO NOT REOPEN unless absolutely necessary. Questions of staff, the applicant, and the public are acceptable but uninitiated testimony is not. Attempts to “negotiate” with the applicant should be conducted at Step 4, not after the public hearing is closed.
8. Commission discusses or debates the application. A motion must be made, with a second, and then final discussion. If a motion falls, an amendment(s) could be made to further or facilitate Commission final action. After “final action” is taken, reconsideration is possible per 8.04.060(G).

DON'T BEND THE RULES FOR ONE, UNLESS YOU CHANGE THE RULES FOR ALL.

**CITY OF UNALASKA
UNALASKA, ALASKA
PLANNING COMMISSION & PLATTING BOARD
AGENDA/PUBLIC NOTICE
LIBRARY CONFERENCE ROOM
(NOTE THE CHANGE IN LOCATION)
August 8, 2013
7:00 P.M.**

The purpose of the meeting will be to consider matters brought to the attention of the Planning Commission & Platting Board and will include the following. The typical process for discussing an item is as follows:

1. Staff presentation,
2. Applicant presentation,
3. Public comments,
4. Motion/discussion/vote.

1. CALL TO ORDER

2. REVISIONS TO THE AGENDA

3. APPEARANCE REQUESTS

4. ANNOUNCEMENTS

5. MINUTES

- Regular Meeting July 25, 2013

Public Hearing Action Items:

6. Conditional Use Permit allowing for a Non-Permanent Containerized Bunkhouse on Track A, Base of Spit Subdivision, Plat 82-4 located on Ballyhoo Road. (*Owner: Rick Miller, Ounalashka Corporation; Applicant: Chris Pugmire, Icicle Seafoods; Property ID: 02-05-150*)

Regular Meeting: *No items.*

Worksession: *No items.*

7. OTHER BUSINESS

8. ADJOURNMENT

**CITY OF UNALASKA
UNALASKA, ALASKA
PLANNING COMMISSION
Regular Meeting
CHAIR AGENDA
August 8, 2013
LIBRARY CONFERENCE ROOM
7:00 P.M.**

Call to Order: State time for the record.

Roll Call: Ask for a roll call.

Additions to Agenda: Ask staff.

Appearance Requests: Ask if anyone has requested to appear.

Minutes: Minutes from the public hearing and regular meeting held on July 25, 2013

1. Open the Commission discussion by calling for a motion to approve.
2. Call for a second to the motion.
3. Commission discussion.
4. Close the Commission discussion.
5. Vote.

Announcements/Public Input: Any subject.

Public Hearing:

1. Public Hearing to review the Conditional Use Permit allowing for a Non-Permanent Containerized Bunkhouse on Track A, Base of Spit Subdivision, Plat 82-4 located on Ballyhoo Road. (*Owner: Rick Miller, Ounalashka Corporation; Applicant: Chris Pugmire, Icicle Seafoods; Property ID: 02-05-150*)
 - a. Open the Public Hearing.
 - b. Chair calls for potential Ex Parte Communications and potential Conflicts of Interest from Commissioners.
 - c. Staff Presentation.
 - d. Ask if Commissioners have any questions of staff.
 - e. Applicant Presentation.
 - f. Ask if Commissioners have any questions for the applicant.
 - g. Public Testimony. (Ask person to state name for the record.)
 - h. Ask if Commissioners have any questions of the public.
 - i. Close the Public Hearing.
 - j. Open the Commission discussion by calling for a motion to approve Resolution 2013-13
 - k. Call for a second to the motion.
 - l. Commission discussion.
 - m. Close the Commission discussion.
 - n. Vote on the Resolution.
 - o. Close the public hearing and call for a motion to move into a regular meeting.
 - p. Ask for a second.
 - q. Call for a vote by consensus ("all in favor of adjourning into a regular meeting, say aye").

Regular Meeting: No items.

Work Session: No items.

Other Business:

Adjournment. State time for the record.

Chair Help Sheet

Approval of Minutes Steps:

1. Open the Commission discussion by calling for a motion to approve.
2. Call for a second to the motion.
3. Commission discussion.
4. Close the Commission discussion.
5. Vote.

Public Hearing Steps:

1. Open the Public Hearing.
2. Chair calls for potential Ex Parte Communications and potential Conflicts of Interest from Commissioners.
3. Staff Presentation.
4. Ask if Commissioners have any questions of staff.
5. Applicant Presentation.
6. Ask if Commissioners have any questions for the applicant.
7. Public Testimony. (Ask person to state name for the record.)
8. Ask if Commissioners have any questions of the public.
9. Close the Public Hearing.
10. Open the Commission discussion by calling for a motion to approve Resolution 2013-xx.
11. Call for a second to the motion.
12. Commission discussion.
13. Close the Commission discussion.
14. Vote.

**CITY OF UNALASKA
UNALASKA, ALASKA
PLANNING COMMISSION MINUTES
Thursday, July 25, 2013
CITY COUNCIL CHAMBERS, CITY HALL
7:00 P.M.**

1. Call to Order:

Chair Chris Bobbitt called the meeting to order at 7:03 P.M.

Staff Present:

Erin Reinders, AICP, Planning Director
Anthony Grande, Planning Administrator

Roll Call:

Commissioners present:

Steven Gregory
Chris Bobbitt
Peter Sturdivant
Doanh Tran

Commissioners absent:

Vicki Williams

2. Revisions to the Agenda:

None

3. Appearance Requests:

None

4. Minutes:

Peter Sturdivant moved to approve the minutes from the June 27, 2013 meeting. There was a second. There being no further comments on the minutes, Chair Bobbitt called for vote and the motion passed unanimously (4-0). The minutes from the June 27, 2013 meeting were adopted.

5. Announcements:

A member of the public announced the Open House of the Tiglax Observatory Boat from 7:00 – 9:00 PM at the City Dock.

PUBLIC HEARING ACTION ITEMS:

6. Conditional Use Permit to continue the use of a Temporary Construction Camp on Tract B, Marineways Subdivision, Addition Number 1, Plat 90-12 and addressed as 42 Gilman Road.

Chair Bobbitt opened the public hearing and called for any ex parte communication or conflicts of interest to be disclosed. Hearing none, the Chair called for staff presentation.

Staff explained that last year Knik requested a Conditional Use Permit for a temporary construction camp in the same location as a base for the work they were doing for the Airport. This had a one year expiration date. Knik has recently been awarded another project for the paving of Ballyhoo road and would need to extend the use of their construction camp for this project. Staff is recommending approval of the Conditional Use Permit with an expiration date of two years up to December 2015 to coincide with the anticipated project completion date. The removal bond that was required in the original permit will be extended as well. There were no complaints or objections to the construction camp during the previous year and no safety or additional control measures are needed.

Denise Rankin was present to represent the Ounalashka Corporation, the property owner, and was available for questions.

No public was present for public comment.

Steven Gregory moved to approve Resolution 2013-11. There was a second. There being no further discussion on the Resolution 2013-11, Chair Bobbitt called for a vote and the motion passed unanimously (4-0). The motion carried and Resolution 2013-11 was adopted.

7. Conditional Use Permit allowing for a Temporary Batch Plant and Laydown Area on portions of Lot 1, Block 2, Margaret Bay Subdivision, Plat 92-3, and Lot B1 and Lot 8B, Blok 2, Margaret Bay Subdivision, Addition Number 2, Plat 2010-16 on Sea Lion Circle.

Chair Bobbitt opened the public hearing and called for any ex parte communication or conflicts of interest to be disclosed. Hearing none, the Chair Bobbitt called for staff presentation.

Staff explained that the request for the proposed location was slightly revised by the applicant and referenced the revised map and Amended Resolution 2013-12 that was distributed the day before the meeting. Copies of this information were also available on the back table and at the Commissioner's seats. This Conditional Use application is for a batch plant and laydown areas related to the construction of the Waste Water Treatment Plant. Staff is recommending approval of the Conditional Use Application. The applicant has already received permission to utilize this underutilized public right-of-way and is working with Ounalashka Corporation, the property owner, to make sure that other users of the adjoining lots have access to their materials. The recommended expiration date for this Conditional Use

Permit is concurrent with the completion of Waste Water Treatment Plant construction. There were no complaints received regarding this application and staff sees no need for additional safety or control related to the batch plant. A removal bond is not being recommended because all of the materials will be used for the construction.

Denise Rankin was present to represent the Ounalashka Corporation, the property owner, and was available for questions. Stacey Walters was present to represent Alaska Mechanical, the applicant, and clarified their plans for the Commissioners.

No public was present for public comment.

Peter Sturdivant moved to approve Resolution 2013-12 as amended. There was a second. There being no further discussion on the Resolution 2013-12, Chair Bobbitt called for a vote and the motion passed unanimously (4-0). The motion carried and Resolution 2013-12 was adopted.

REGULAR MEETING:

- 8. Notice to the Platting Board regarding action of Platting Authority on July 18, 2013 to consider the extension of Preliminary Plat of McLaughlin Subdivision, a subdivision of Lot 1, Hawley Subdivision, Plat 95-13, located at 10 and 18 Overland Drive.**

Staff explained that this has been provided to the Planning Commission for informational purposes only. The purpose of the extension of the Preliminary Plat is to allow for time for utilities to get straightened out because the connection was just for one lot when the subdivision was first developed.

OTHER BUSINESS

Chair Bobbitt asked if there were any other questions from the Commissioners or from staff.

- Staff brought up a previous plan to have training sessions integrated into the Planning Commission meetings. She asked the Commissioners to let Staff know what sort of training they would want and how often.
- Staff also informed the Commissioners regarding revisions in the format of the minutes of the meeting. Robert's Rules states minutes should be a record of the action taken and what was done at the meeting and not what was said at the meeting.
- Staff reviewed that the next Planning Commission meeting will be on August 8, 2013, due to a scheduling conflict. Staff polled the Commissioners and it seems likely that there will be a quorum on the said date.

ADJOURNMENT

Chair Bobbitt adjourned the meeting at 7:28 P.M.

PASSED AND APPROVED THIS _____ DAY OF _____ 2013 BY THE CITY OF
UNALASKA, ALASKA PLANNING COMMISSION.

Chris Bobbitt
Chair

Date

Erin Reinders, AICP
Recording Secretary

Date

Prepared by Veronica De Castro and Erin Reinders, Planning Department

CONDITIONAL USE APPLICATION

ICICLE SEAFOODS

PLANNING COMMISSION & PLATTING BOARD STAFF REPORT

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT ALLOWING FOR A NON-PERMANENT
CONTAINERIZED BUNKHOUSE ON TRACT A, BASE OF SPIT SUBDIVISION, PLAT 82-4 LOCATED
ON BALLYHOO ROAD.

Project Information	
Land Owner	Richard Miller, Ounalashka Corporation
Applicant	Chris Pugmire, Icicle Seafoods
Location	Base of the Spit on Ballyhoo Road (02-05-150)
Application Type	Conditional Use Permit
Project Description	A request to allow for 7 containers to serve as housing and restroom facilities for Icicle Seafoods employees.
Zoning	Marine Dependent / Industrial
Exhibits	Draft Resolution 2013-13, Conditional Use Permit Application, and Aerial Imagery from GeoBlade
Staff Recommendation	Approval of Resolution 2013-13, with conditions

PLAN GUIDANCE

1. Employee housing was identified as a community need in the 2009 Community Visions for the Future: Unalaska 2010-2020 visioning document as part of the Comprehensive Planning process.
2. The Comprehensive Plan identifies several goals, as well as corresponding values and actions to help realize the vision of our community. These include:
 - Goal: Ensure a thriving and sustainable local economy
 - Goal: Continue improving the overall quality-of-life enjoyed by all Unalaska residents and visitors.
 - Value: Continue the provision of adequate shelter and amenities to support the needs of all local residents, visitors, and businesses.
 - Action: Encourage Construction of Quality, Reasonably-Priced Housing
 - Goal: Continue to improve and maintain Unalaska's infrastructure and physical appeal.
 - Value: Improve the community's overall appearance, cleanliness and visual appeal, including both private and public properties.

CODE REQUIREMENTS

1. UCO 8.06.020 provides the following definitions which may be related to this request:
 - (31) "BUNKHOUSE" means a dwelling unit consisting of individual rooms for one or more individuals working for a single employer. The rooms shall not be for rent or lease to persons other than employees of the employer; guests may utilize the facilities of the bunkhouse only on a limited basis.
 - (47) "CONTAINER VAN" also referred to as a connex, means a metal receptacle on or off a movable chassis used for the transshipment or storage of goods.
 - (48) "CONSTRUCTION CAMP" means those on-site buildings and/or trailers that are temporarily used to house and feed construction workers and/or store project construction materials and/or provide office space for contractors and sub-contractors.
 - (97) "MOBILE HOME" means a dwelling designed for habitation, constructed and fabricated at a factory and capable of being transported to a location of use on its own chassis and wheels. Any such structure shall be deemed to be a mobile home whether or not the wheels have been removed, whether or not it is resting upon a temporary or permanent foundation, and whether or not it has been partially or completely rehabilitated or reconstructed upon a chassis.
 - (98) "MOBILE HOME PARK" means more than four mobile or manufactured homes located on one lot or parcel.
2. According to UCO 8.12.040 (M)(1), UCO 8.12.050 (L)(1), and UCO 8.12.060(L)(1), it is a special provision in residential districts that container vans either on or off of a movable chassis must be sided at all times with

standard exterior residential siding; and doors or entrances must be entirely sided with standard exterior residential siding or be painted to cover any commercial markings. The movable chassis must be skirted at all times with standard exterior residential siding.

3. According to UCO 8.12.090 (A), the Marine-Dependent/Industrial District is to provide for those land uses and structures whose primary purposes require direct access to a water body and/or can be carried out on, in, or adjacent to a water body only.
4. According to UCO 8.12.090 (B), permitted uses in the Marine-Dependent/Industrial District included:
 - (2) Marine transport services, including ferry terminals, public boat landings/boat launches, container storage and staging yards, excursion services, and boat rentals;
 - (6) Facilities for processing, packaging, warehousing, distributing, and shipping products harvested from the ocean;
 - (7) Permanent accessory employee housing, bunkhouses, employee apartments, and associated employee feeding, laundry and recreational facilities;
 - (8) Support facilities for offshore industries.
5. Other similar uses not specifically identified but which meet the “Purpose and Intent” provisions of this zoning district of the ordinance and would be no more objectionable than those uses identified may be permitted if the Director of Planning makes a “Planning Determination” in this matter subject to appeal to the Planning Commission identified in UCO 8.12.220(A)(2).
6. Other uses may be permitted as conditional uses subject to the review and approval of the Planning Commission per the provisions of UCO 8.12.200.
7. UCO 8.12.200(C) states that at a public hearing, the Planning Commission is to determine that the conditional use:
 - Furthers the goals and objectives of the Comprehensive Development Plan;
 - Will be compatible with existing and planned land uses in the surrounding neighborhood and with the intent of its use district; and
 - Will not have a permanent negative impact substantially greater than anticipated from permitted development within the district.
8. UCO 8.12.200(D)(2) allows for the Planning Commission to apply specific conditions as additional safeguards or controls to ensure compatibility with surrounding land use and protection of the public.

BACKGROUND

1. Permanent structures for employee housing are permitted in the Marine Dependent / Industrial zoning district. Other similar uses may be considered by the Planning Commission and could be allowed through a Conditional Use Permit. Due to the temporary and portable nature of containers or connexes, staff has determined that a non-permanent containerized bunkhouse would constitute a Conditional Use.
2. Icicle Seafoods has submitted an application and associated documentation for a conditional use permit to allow for six containerized bunkhouse units and one containerized bathroom unit. The application addresses how the containers will be positioned, how they could be served by utilities and how they could be accessed.
3. The applicant indicates in their letter, that despite the temporary nature of the containers, the intention is to have the units remain at this location for the foreseeable future.
4. A review by the State Fire Marshall will be required for compliance with fire and life safety codes. Additionally, a building permit from the City of Unalaska will be required prior to the placement of these containers. The applicant has been advised of these requirements.
5. The Planning Department has posted and mailed out notices of regarding this conditional use application in accordance with City Code. At the time this report was written, no comments had been received.

FINDINGS

1. Ensuring economic growth, providing quality housing, and improving the community’s physical appeal were all mentioned in the Comprehensive Plan as goals. Allowing for non-permanent containerized bunkhouse helps an existing industry provide housing to its employees in a cost effective method. Although these units may not add to the permanent housing stock of the community, as the structures themselves may be relocated, the application states that Icicle intends to use them for the foreseeable future. With the following safeguards

in place, staff finds that the application furthers the goals and objectives of the Comprehensive Development Plan thereby meeting this test of code.

- To better ensure that the units provide safe and quality housing resulting in no greater negative impact than would be anticipated from other permitted development in this zoning district, a building permit from the City of Unalaska and a State Fire Marshall review are required for this scale and type of development. Staff has outlined this requirement as a condition of approval.
 - To help meet the goal of increasing community appeal and to increase compatibility with existing and planned uses in the surround area, staff has included a condition that the containers be painted. This condition is based on a similar requirement for when containers are placed in residential areas and to compliment efforts that other employers have made in providing permanent site-built housing facilities which are sided and painted.
2. The intent of this zoning district is to support uses for industries requiring access to water. This area is primarily industrial, with surrounding uses including welding, warehouses, docks, storage and staging, employee housing, and fish processing. Permanent site- built employee housing located in the area has been sided and painted. The proposed conditional use of a non-permanent containerized bunkhouse will provide housing facilities for Icicle employees. Employee housing fits the surrounding area and existing uses surrounding the site. Because the request will be compatible with the existing and future uses in this location, staff finds that the application meets the test of code with the previously mentioned safeguard in place.
- To help meet the goal of increasing community appeal and to increase compatibility with existing and planned uses in the surround area, staff has included a condition that the containers be painted. This condition is based on a similar requirement for when containers are placed in residential areas and to compliment efforts that other employers have made in providing permanent site-built housing facilities which are sided and painted.
3. This site is zoned Marine-Dependent Industrial which permits permanent employee housing, such as bunkhouses, as well as container storage by right. Staff finds that containers retrofitted to provide employee housing would not have a permanent negative impact substantially greater than anticipated from permitted development within the Marine-Dependent Industrial zoning district, so long as the previously mentioned safeguard is in place. Therefore, staff finds that the application meets the test of code.
- To better ensure that the units provide safe and quality housing resulting in no greater negative impact than would be anticipated from other permitted development in this zoning district, a building permit from the City of Unalaska and a State Fire Marshall review are required for this scale and type of development. Staff has outlined this requirement as a condition of approval.

RECOMMENDATION

In accordance with the standards outlined in Unalaska City Code of Ordinances Chapter 8.12 (Zoning), the City of Unalaska Department of Planning, in concert with the City's Developmental Review team, recommends that the Planning Commission approve Resolution 2013-13 and the associated conditions of approval.

**PLANNING COMMISSION & PLATTING BOARD
RESOLUTION 2013-13**

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT ALLOWING FOR A NON-PERMANENT CONTAINERIZED BUNKHOUSE ON TRACT A, BASE OF SPIT SUBDIVISION, PLAT 82-4 LOCATED ON BALLYHOO ROAD.

WHEREAS, Title 8 UCO Section 8.12.200 sets forth the procedures for the taking action on a conditional use application; and

WHEREAS, Ounalashka Corporation is the owner of Tract A, Base of Spit Subdivision, Plat 82-4 (02-05-150), located on Ballyhoo Road and currently has an agreement with Icicle Seafoods to use the property; and

WHEREAS, the subject property is zoned Marine Dependent/Industrial; and

WHEREAS, Icicle Seafoods proposes to locate a non-permanent containerized bunkhouse to meeting employee housing needs for the foreseeable future; and

WHEREAS, the City of Unalaska Departments of Planning, Public Works, Public Utilities and Public Safety have reviewed the request; and

WHEREAS, notices of the public hearing were posted and mailed; and

WHEREAS, the City of Unalaska Planning Commission held a public hearing on August 8, 2013 to consider this request and to hear testimony of the public; and

WHEREAS, the Planning Commission reviewed the application and finds that this conditional use request as set forth in UCO §8.12.200(C):

1. Furthers the goals and objectives of the Comprehensive Plan;
2. Will be compatible with existing and planned land uses in the surrounding neighborhood and with the intent of its use district; and
3. Will not have a permanent negative impact substantially greater than anticipated from permitted development within the district; and

WHEREAS, UCO 8.12.200(D)(2) allows for the Planning Commission to apply specific conditions as additional safeguards or controls to ensure compatibility with surrounding land use and protection of the public.

THEREFORE BE IT RESOLVED, that the Planning Commission approves the request from Icicle Seafoods for a Conditional Use Permit to site a Non-Permanent Containerized Bunkhouse on Tract A, Base of Spit Subdivision, Plat 82-4 with the following conditions:

1. All conditions of the City of Unalaska Building Permit, including Engineered Construction and Utility Plans and State Fire Marshall approval shall be addressed prior to the units being located on the property. Details of what is submitted to and approved by the State Fire Marshall shall be provided to the Department of Public Works as part of the Building Permit application.
2. External portions of the containerized units shall be painted. Details of the painting plan shall be included in the Building Permit application packet.

This resolution becomes effective if there are no appeals within ten (10) working days from the decision date, as outlined in Section 8.12.200(E) UCO.

APPROVED AND ADOPTED THIS _____ DAY OF _____, 2013, BY THE
PLANNING COMMISSION OF THE CITY OF UNALASKA, ALASKA.

Chris Bobbitt, Chair

Erin Reinders, AICP, Secretary

APPLICATION FOR VARIANCE/CONDITIONAL USE
CITY OF UNALASKA, ALASKA

DATE: 7/25/13 FEE: \$200.00 PERMIT NO.: _____

The undersigned hereby applies to the City of Unalaska for approval of the following as per Title Sections 8.12.200 UCO (Conditional Use) and 8.12.210 UCO (Variance).

Property Owner: Ounalashka Corporation
Property Owner Address: P.O. Box 149, Unalaska, AK 99685
Street Address of Property: 100 Ballyhoo Road, Dutch Harbor, AK
Applicant's Name: Icicle Seafoods, Inc.
Mailing Address: P.O. Box 79003, Seattle, WA 98199
Contact Name: Chris Pugmire
Home Phone: 206-331-1249 Work Phone: 206-281-4483
Request for : Variance X Conditional Use
Type of Request: Residential X Commercial
Current Zone Designation: Marine Dependent / Industrial

LEGAL DESCRIPTION: (Fill in applicable blanks)

Tax Lot ID No.: _____
Lot: _____ Block: _____ Tract: A
Subdivision: Tract A (Base of Spit) USS: _____
Section(s): _____ Township: _____ Range: _____

Brief Description of Request: (attach additional information if necessary)
See attached description.


ATTACH SITE PLAN (TO SCALE): Please show all existing and proposed structures, access, dimensions and parking.

PLEASE NOTE: All applications must be received fifteen (15) days prior to the next regular meeting of the Planning Commission as per Section 8.12.200(A)(2) and Section 8.12.210(B)(2) UCO. The Department of Planning will provide an examination of the City of Unalaska Real Property Tax Roll indicating that the signature of the landowner on the application form is in fact the latest owner of record. The Department of Planning will mail a notice of the public hearing to all landowners of record within 300 feet of the proposed request as shown in the City of Unalaska Real Property Tax Rolls.

ANY MATERIALS YOU WISH THE PLANNING COMMISSION TO REVIEW DURING THE SCHEDULED PUBLIC HEARING MUST BE PROVIDED TO THE DEPARTMENT OF PLANNING ***ONE WEEK*** PRIOR TO THE PUBLIC HEARING DATE

CERTIFICATION:

I hereby certify that (I Am) (I have been authorized to act for) the owner of the property described above and that I desire a (variance/conditional use) for this property in conformance with the Title 8, UCO and hereby dispose and say that all of the above statements are true. I am familiar with the code requirements and certify that to the best of my knowledge, belief and professional ability, that this application meets them. I understand that payment of the (variance/conditional use) fee is non-refundable and is to cover costs associated with the processing of this application and that it does not assure approval of the request.


Signature

7/25/13

Date

CITY OF UNALASKA, ALASKA

"ATTACHMENT A"

AUTHORIZATION TO MAKE APPLICATION BY AGENT

I/WE Ounalashka Corporation ARE THE OWNERS OF
(LEGAL DESCRIPTION OF PROPERTY)

LOT _____ BLOCK _____ SUBDIVISION Tract A (Base of spit)
TRACT A USS _____
SECTION(S) _____ TOWNSHIP _____ RANGE _____

LOCATED WITHIN THE CITY OF UNALASKA AND DO HEREBY AUTHORIZE

Icicle Seafoods, Inc (APPLICANT
NAME) TO MAKE APPLICATION AS MY/OUR AGENT FOR:

(MARK APPROPRIATE ☐ WITH AN "X")

☒ CONDITIONAL USE ☐ PLAT
☐ VARIANCE ☐ ZONE AMENDMENT

AND ACKNOWLEDGE THAT I/WE AM/ARE AS FULLY BOUND BY THE TERMS OUTLINE IN
TITLE 8, UCO FOR THE ACTION APPLIED FOR AS THOUGH I/WE HAD MADE APPLICATION FOR
SUCH ACTION MYSELF/OURSELVES.

Richard A. Miller
(SIGNED)

Richard Miller
(NAME)

Chief Executive Officer

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS 25th DAY OF
July 20 13

Denise M Rankin
NOTARY PUBLIC IN AND FOR Alaska

MY COMMISSION EXPIRES: 11/28/2013





July 25, 2013

City of Unalaska
Attn: Planning Commission
P.O. Box 610
Unalaska, AK 99685

RE: Conditional Use Permit

Icicle Seafoods, Inc. hereby requests authorization from the City of Unalaska Planning Commission for a Conditional Use Permit that would enable us to install non-permanent containerized bunkhouse units on the property we currently occupy at 100 Ballyhoo Road (at the base of the spit). The purpose of these units would be to satisfy our need to provide additional housing for employees working at our seafood processing facility in Dutch Harbor.

Our intention is to place six bunkhouse units and one community-style bathroom unit on a 50' x 50' plot of land near the Southwest corner of the property known as "Tract A" (see attached site plan for more details regarding the positioning and configuration of the units). This plot is conveniently located adjacent to an existing roadway that cuts through the middle of the property, allowing for easy access by fire trucks and other emergency vehicles. The bunkhouse units will be stacked two high and positioned parallel to one another, while the bathroom unit will be placed perpendicular to the ends of the bunkhouse containers. Each unit will have at least two exits, and the upper level units will be outfitted with adjoined porches and corresponding stairways that will provide an egress to the ground level for each container (see attached image for visual representation). We are currently working with an engineer to ensure that all of these containers will be secured to one another and to the property in a manner that is conducive to withstanding the harsh environmental conditions that are common in this area of Alaska.

The proposed units are comprised of re-purposed 40' Conex containers, built to meet uniform building and fire codes, as well as square footage and headroom requirements. Each bunkhouse unit is designed to accommodate six people and is equipped with bunks, shelves/lockers, 2 locking steel doors, lighting, conduit electricity with circuit breakers, ventilation to promote airflow, thermostatically controlled heat, and smoke / carbon monoxide alarms. The bathroom unit is also powered for heat and light and plumbed to provide showers and bathrooms to accommodate the bunkhouse inhabitants. The electrical power needs for all of the units will be supplied by power generated from our processing vessel moored at the dock. Water and sewer for the bathroom unit will be provided by the city via existing services, which are currently located along the easement at the dockside face of the property.

Despite their temporary nature, it is our intention to keep these Conex units at the proposed location in Dutch Harbor for the foreseeable future. We believe that the approval of this bunkhouse project will not only improve our operations, but will also benefit the City of



ICICLE

Unalaska by encouraging additional commerce as a result of the influx of additional seasonal workers employed at our local seafood processing facility.

Thank you for your consideration of this request for a Conditional Use Permit. Please don't hesitate to contact me if you have any questions.

Best Regards,

Chris Pugmire

Icicle Seafoods, Inc.

206-281-4483 (office direct)

(206)-331-1249 (cell)

chrisp@icicleseafoods.com

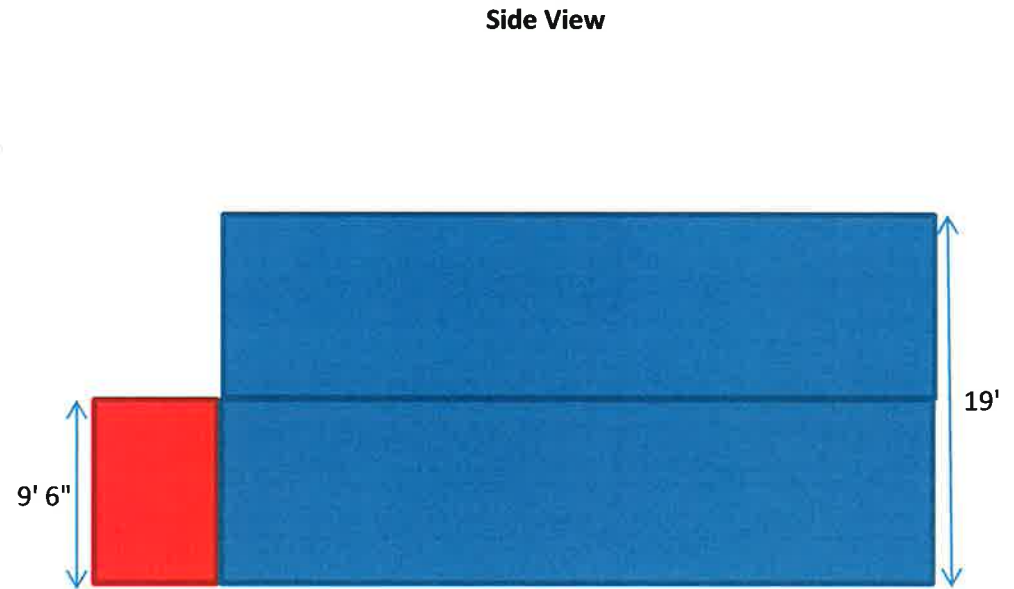
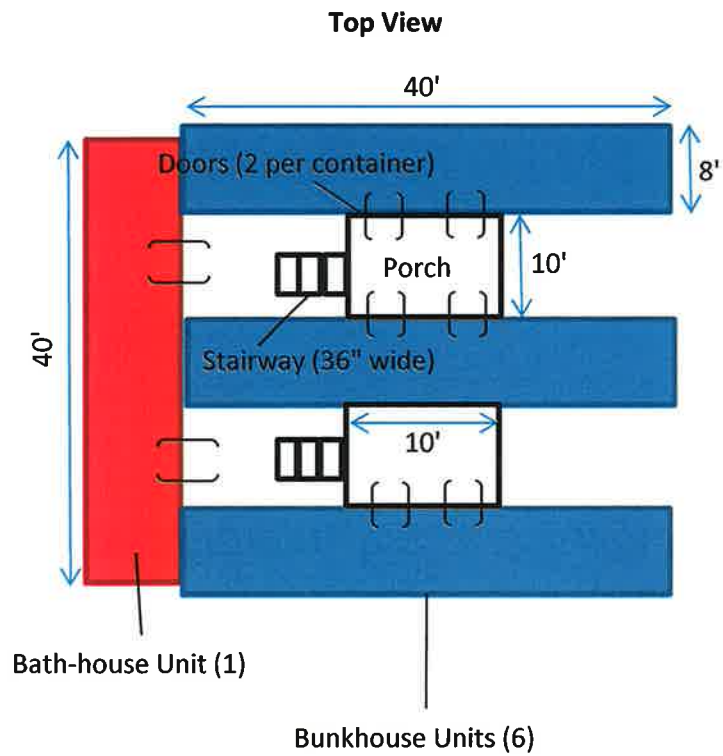
Enclosures (as noted)

ICICLE SEAFOODS, INC.

4019-21st Avenue West, Seattle, WA 98199

P.O. Box 79003, Seattle, WA 98119 – Tel: 206-282-0988 – Fax: 206-282-0988

Site Plan - Structure Dimensions (Drawing Not To Scale)





THIS PRODUCT CAN SUPPORT 2 CONTAINERS (20,000 LBS) AND CONFORMS TO ISO HANDLING SPECIFICATIONS

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Site Plan - Utilities

Base of the Spit



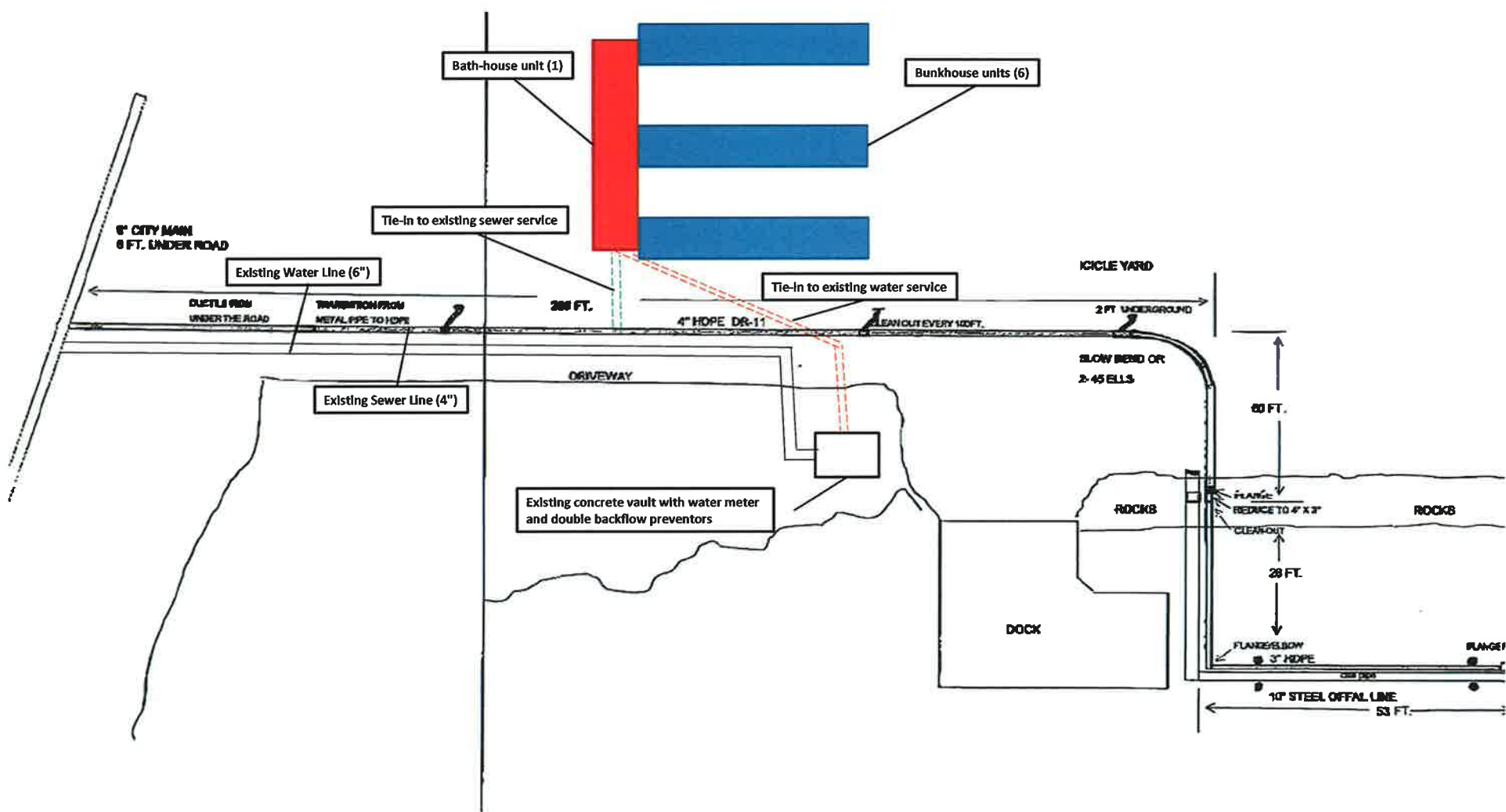
- Street Lights
- Switch Gears
- Hydrant
- Service Connections
- System Valve
- Water Main
- Service Line
- sde_unalaska GISDL swDetentionArea
- sde_unalaska GISDL swJunction
- sde_unalaska GISDL swRetentionArea
- sde_unalaska GISDL swScadaSensor
- ssCleanOut
- ssManhole
- Network_Net_Junctions
- ssGravityMain
- ssLateralLine
- ssPressurizedMain

NOTE:
 THE CITY OF UNALASKA ASSUMES NO RESPONSIBILITY FOR ANY INFORMATION SHOWN ON THIS MAP. THE MAP WAS COMPILED USING AVAILABLE CITY RECORDS AND IS NOT MEANT TO BE SUBSTITUTED FOR A FIELD SURVEY. ALL ITEMS ON THE MAP ARE APPROXIMATE. ALL UTILITIES SHOWN SHOULD BE FIELD LOCATED PRIOR TO EXCAVATION.



209 ft

Site Plan - Utilities 2 (Drawing Not To Scale)



Site Plan - Access Ways / Rights of Way **Base of the Spit**



- Street Lights
- Switch Gears
- Hydrant
- Service Connections
- System Valve
- Water Main
- Service Line
- sde_unalaska GISDL swDetentionArea
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209 ft

Site Plan - Drainage

Base of the Spit

The placement of the bunkhouses shouldn't impact drainage of the property. Water will continue to flow from this area to the lowest adjacent point, which is the surrounding harbor.



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- Service Connections
- System Valve
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- Service Line
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209 ft

1 1/4 the cost of a conventional bunkhouse.

Each unit contains (3) two-person dorm-style rooms to supplement your existing mess hall, laundry and shower facilities.

2 Requires minimal maintenance.

Steel construction stands up to the elements; these units are literally bulletproof.

3 Offers employees privacy, security & comfort.

Promotes morale and increases worker productivity. When working long days in a cold, wet environment, a good night's sleep in a warm, dry place is essential.

4 Provides off-season storage.

Portable units do not permanently tie-up land and are stackable to reduce footprint during the off-season.

INCREASE PRODUCTIVITY.

By providing your workforce with comfortable housing, you'll enjoy improved output and reduced personnel problems.

REDUCE EXPENSES.

Re-purposed Conex containers create a flexible, low maintenance bunkhouse system superior to conventional methods.



SEASONAL BUNKHOUSE SOLUTIONS



CONEX DORMS

Quality.
Mobility.
Affordability.

Contact:

Blaine Bardarson
907.362.3812
bardy@seward.net

HOUSE SEASONAL WORKERS-

for 75% less than the cost of a conventional bunkhouse.



Housing seasonal workers creates several challenges, and Conex Dorms are the solution. This easy-to-manage bunkhouse system provides functional lodging with the added advantage of mobility so that your property is not tied up permanently. Each bunkhouse meets uniform building and fire codes, as well as square footage and headroom requirements and can be placed on-site with minimal effort. They are the ideal low-cost approach to supplementing your existing seasonal housing facilities and are appropriate for a wide range of applications.

During the off-season, these units can provide additional storage, and they are stackable to reduce foot-print and free up your property for other uses.

Each unit is equipped with:

- Smoke and carbon monoxide alarms
- Thermostatically controlled heat
- Ventilation to promote airflow
- Conduit electricity with circuit breakers
- Adequate lighting
- 110 volt AC power
- Locking steel doors
- Shelves, hooks, and storage
- Two bunks per room
- A unique address

The flexibility and affordability of these units

make them the superior way to provide seasonal housing.

Icicle Seafoods, Inc.



- Signs
- AddressPoints
- Contours
- CityLimit
- Storage Tanks
- Curbs
- Sidewalks
- BuildingFootPrints
- Parcels



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417 ft