

**CITY OF UNALASKA  
UNALASKA, ALASKA  
PLANNING COMMISSION MINUTES  
THURSDAY, JULY 16, 2015  
CITY COUNCIL CHAMBERS, CITY HALL  
6:00 P.M.**

1. **CALL TO ORDER:** Chair Doanh Tran called the meeting to order at 6:00 PM.

**Roll Call:**

*Commissioners present:*

Doanh Tran

Vicki Williams

Jessica Earnshaw

Lottie Roll

Billie Jo Gehring

**Staff Present:**

Erin Reinders, Planning Director

Anthony Grande, Planning Administrator

2. **REVISIONS TO THE AGENDA:** The applicant for item 8, Resolution 2015-18 has requested that this item be withdrawn.
3. **APPEARANCE REQUESTS:** *None*
4. **ANNOUNCEMENTS:** Erin Reinders reminded commissioners that there was a webinar opportunity on Historic Preservation Tax Credits at 10 am on Thursday, July 23<sup>rd</sup>. The webinar was available for commissioners to view individually or they could come to City Hall Council Chambers.

Commission Lottie Roll introduced her granddaughter, visiting from Washington.

Chair Doanh Tran recognized Assistant City Manager, Patrick Jordan, was in attendance.

5. **MINUTES:** *Planning Commission & Platting Board, June 18, 2015.* Chair Tran called for a motion to approve the minutes from the June 18, 2015 meeting. Jessica Earnshaw made a motion, Vicki Williams seconded the motion. Chair Tran asked if there were any further discussions on the minutes. There being no comments, Chair Tran called for a vote, which was unanimous (5-0). The minutes for the June 18, 2015 meeting were adopted.

**PUBLIC HEARING ACTION ITEMS:**

6. **Resolution 2015-16:** *A resolution approving an amendment to a variance for a parking reduction from 40 spaces to 17 spaces for a cold storage and sorting shed on Lot 2, East Point Subdivision, and ATS 1073, located at 601 East Point Road.*

Chair Tran confirmed that there was no conflict of interest or exparte communication, opened the public hearing and called for the staff presentation.

Anthony Grande explained that Coastal Transportation has been approved to provide only 17 parking spaces as a substitute for 30 spaces for the cold storage building (Resolution 2015-05) and has submitted an amended request to allow the 17 spaces to substitute for the 40 spaces required with the additional sorting shed. Grande reviewed the tests of code for a variance, as they related to this request. Staff found that the granting of this variance is necessary because of the unique shape of the property that doesn't allow adequate land appropriate for parking, meeting the first test. Staff found that the granting of this variance is necessary to preserve the right of the applicant to have a reasonably sized development for the amount of land under its control, meeting the second test. Staff found that the granting of this variance will not have a negative impact on this property or other surrounding properties, meeting the third test. Finally, staff found that the granting of this variance does not conflict with the goals of the Comprehensive Plan; rather, it supports the goal of creating more land for business and industry, meeting the final test of code. Staff recommended approval.

Chair Tran opened the floor for any comments from the applicant. There being no one present representing the applicant, Chair Tran asked if any members of the public wished to speak. Roger Deffendall, a road grader with the City, stated that this would be a challenge to grade if people did choose to park there, stressed the need of limited parking in that area due to high truck traffic and suggested the placement of a sign. There being no further public comments and no questions of the commissioners, Chair Tran closed the public hearing.

Chair Tran asked for a motion to approve Resolution 2015-16. Commissioner Earnshaw made a motion to approve Resolution 2015-16, with a condition added to state that "The applicant shall provide a no parking sign along the building fronting East Point Road". Commissioner Roll seconded. Discussion ensued. Williams indicated her concern of the safety of this area and agreed to the condition. There being no further comments or questions from the commissioners, Chair Tran called for a vote to approve Resolution 2015-16 as amended. The vote was unanimous (5-0), and the motion was carried and adopted.

**7. Resolution 2015-17:** *A resolution approving a conditional use permit for a structure to contain commercial storage space and a maximum of 4 residential units on Lot 1A, Riverside Subdivision, located at 1036 East Broadway Avenue.*

Chair Tran confirmed that there was no conflict of interest or exparte communication, opened the public hearing and called for the staff presentation.

After noting that the lot being discussed was identified in the Infill Development Analysis, Anthony Grande explained that the applicant has submitted a conditional use permit request to allow the construction of a building to contain commercial storage space – permitted by right – on the first floor and up to four residential units – conditional use – on the upper level on a Marine-Related/Industrial zoned property. Grande reviewed the tests of code for a conditional use, as they related to this request. Staff found that the proposed development furthers the objectives of the Comprehensive Plan by providing additional housing for the community and additional commercial storage opportunities, meeting the first test of code. Staff found that the proposed development is compatible with the surrounding land uses and neighborhood character, as the surrounding area has a substantially similar character, meeting the second test of code.

Finally, staff found that the proposed development is not anticipated to have a negative impact on the surrounding area that would exceed that which would be expected from permitted uses in the Marine-Related/ Industrial district, meeting the third and final test of code. Staff recommended approval.

Chair Tran asked if there were any questions for staff. Commission Gehring asked if there was enough room for parking on this lot to accommodate this proposed development; staff confirmed that there was ample room. Commissioner Roll asked about the safety of the residential unit given what materials could be stored; staff explained that this would likely be addressed in the fire marshal review.

There being no further questions, Chair Tran opened the floor for any comments from the applicant. The applicant had nothing further to add. Chair Tran asked if any member of the public wished to speak. There being no public comments and no questions of the commissioners, Chair Tran closed the public hearing.

Chair Tran asked for a motion to approve Resolution 2015-17. Commissioner Earnshaw made a motion to approve Resolution 2015-17. Commissioner Gehring seconded. There being no further comments or questions from the commissioners, Chair Tran called for a vote to approve Resolution 2015-17. The vote was unanimous (5-0), and the motion was carried and adopted.

**8. Resolution 2015-18:** *A resolution recommending approving a variance to allow offsite parking for a new residential unit on Lot 3, Huling Subdivision Addition 1, located at 158 Steward Road.*

Item was withdrawn at applicant's request.

#### **REGULAR MEETING:**

**9. Receipt of Planning Determination dated 6/25/2015, clarifying a minimum setback requirement and allowing a 10% variance on Lot 21, Nirvana Hill Subdivision Add. 1.**

No action required or taken.

#### **WORK SESSION:**

**10. Presentation of Land Use Plan Redraft; public comment; commissioner discussion.**

Anthony Grande presented a power point that reviewed what the Land Use Plan was, what land use planning efforts had occurred in the past couple of years leading up to this update, what outreach activities had taken place the past month as well as the feedback received on the Draft Land Use Plan. Commissioner Gehring drew two names from a bowl of names listing everyone who had provided a comment on the Draft or Redraft of the Land Use Plan. Kelly Stiles won the CVB blanket and coupon book. Margo Peters won the OC trail map and land use permit. Grande then reviewed the changes that had been made from the Draft to the Redraft in order to address the feedback. Chair Tran thanked the Planning Department for their hard work.

Char Tran asked if there were any public comment. Roger Deffendall asked if consideration had been given to how developable vacant properties were, or if a financial analysis had been

completed. Grande explained that an Infill Development Analysis had recently been completed, and reviewed features of the lots including utility access and the overall terrain of each lot. This study not get into just how much it would cost one to develop a lot or make a formal determination as to whether or not the property was able to be developed, as that was the responsibility the owner or potential developer to determine for themselves. Grande went on to clarify that the Land Use Plan was more to address that if development did occur, what type of development would be most appropriate.

Hearing no further comment from the public, Chair Tran opened it up to Planning Commission discussion. Earnshaw requested that the vacant City owned property in Needle Point Subdivision, by the bridge and Blueberry Hill Subdivision, on Lear Road, be called out as being City owned and possible development sites. Earnshaw suggested that these be considered surplus by the City so that they might be privately developed. Tran stressed the historical role and tourism potential of the Iliuliuk River and suggested that it be mentioned in the Alyeska Subarea. Earnshaw mentioned that wording about Margaret Bay tidelands should be removed from the Amaknak Retail Subarea. Williams shared that concern and did not wish to limit future uses. Gehring asked about the percentage of change in each subarea. Grande explained that those numbers were to be used as a guide on the mixture of used in the subarea, and not hard and fast figures. Roll requested that subsistence uses be called out specifically in the Captain Bay Subarea.

Commissioners took a break at 7:30 and reconvened at 7:35.

Planning Commission and staff went through the comments mentioned before the break. The Commission provided staff direction on detailed rewording for the Final Draft. Commissioners concluded that they were ready to vote on the Final Draft when it was completed. Staff explained that the adoption by the Planning Commission of the Land Use Plan would take 4 affirmative votes of the Planning Commission. After determining that there would be no quorum on their regularly scheduled meeting of August 20, nor the week before, a special meeting was set for Noon on Thursday, August 6, 2015. Lunch would be provide to the staff and commissioners present.

### **OTHER BUSINESS:**


#### **11. Selection of Chair and Vice-Chair.**

Earnshaw nominated Tran for Chair of the Planning Commission and Historic Preservation Commission, Roll seconded. Tran nominated Gehring for chair and Gehring declined. Chair Tran asked if there were any further discussions on the selection of Chair. There being no further comments or nominations, Chair Tran called for a vote, which was unanimous (5-0). Chair Tran remained the Chair for both commissions and was congratulated.

Chair Tran nominated Earnshaw for Vice-Chair of the Planning Commission and Historic Preservation Commission, Williams seconded. There being no further comments or nominations, Chair Tran called for a vote, which was unanimous (5-0). Earnshaw remained the Vice-Chair for both commissions and was congratulated.

**12. ADJOURNMENT:** After those in attendance sang *Happy Birthday* to Commissioner Gehring, Chair Tran adjourned the meeting at 8:05 PM.

PASSED AND APPROVED THIS 6 DAY OF August 2015 BY THE CITY OF  
UNALASKA, ALASKA PLANNING COMMISSION.

  
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Doanh Tran  
Chair

August 6, 2015  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Anthony Grande  
Recording Secretary

8/6/2015  
\_\_\_\_\_  
Date

Prepared by Erin Reinders, Planning Department