

**CITY OF UNALASKA, ALASKA
PLANNING COMMISSION & PLATTING BOARD
REGULAR MEETING
THURSDAY, January 19, 2017, 6:00 P.M.
UNALASKA CITY HALL COUNCIL CHAMBERS
MINUTES**

CALL TO ORDER: Chair Earnshaw called the meeting to order at 6:06 PM.

ROLL CALL

Commissioners Physically Present

Billie Jo Gehring

Vicki Williams

Jessica Earnshaw

Travis Swangel

Commissioners Excused

Lottie Roll

Staff Present

Erin Reinders, Acting Planning Director

Thomas Roufos, Associate Planner

REVISIONS TO THE AGENDA: Chair Jessica Earnshaw asked if there were any revisions to the Agenda, there were none.

APPEARANCE REQUESTS: None

ANNOUNCEMENTS: Chair Jessica Earnshaw asked if there were any announcements. Mrs. Erin Reinders said that there are a few announcements. She announced that both the Annual Reports for Historic Preservation and the Planning Commission will be addressed tonight, and would be presented to City Council at their February 28, 2016 meeting.

Secondly, Mr. Bil Homka, the Planning Director Candidate is in town with his wife Mrs. Pam Homka. Mrs. Reinders turned the floor over to Mr. Homka to introduce himself to the Commission. Mr. Homka introduced himself and explained his background to the Commission.

MINUTES: Chair Earnshaw asked if there were any revisions to the minutes from December 15, 2016 meeting.

Chair Earnshaw announced she noticed that there were some inconsistencies in wording in the December 15, 2016 minutes with regards to how individuals were referenced. Staff noted the corrections.

Commissioner Travis Swangel also noticed that under New Business the word 'Recommendation' was spelled incorrectly. Staff noted the correction.

Chair Earnshaw asked for a motion to approve the minutes as revised. Commissioner Swangel motioned to approve the minutes; Commissioner Billie Jo Gehring seconded it and the motion passed 4-0.

PUBLIC HEARING

1. **RESOLUTION 2017-02:** A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR 4 ONE-BEDROOM RESIDENTIAL UNITS IN AN EXISTING STRUCTURE ON LOT 10, CAPE CHEERFUL SUBDIVISION, LOCATED AT 2639 AIRPORT BEACH ROAD.

Chair Earnshaw opened the Public Hearing and asked if any member of the public would like to testify. Hearing none, Chair Earnshaw closed public hearing for Resolution 2017-01.

OLD BUSINESS

No Items

NEW BUSINESS

2. **RESOLUTION 2017-01:** A RESOLUTION APPROVING THE PLANNING COMMISSION & PLATTING BOARD 2016 ANNUAL REPORT AND FILING THE SAME WITH UNALASKA CITY COUNCIL.

Chair Earnshaw asked for a staff report on this item.

Mrs. Reinders briefly reviewed Resolution 2017-01, the Annual Report for 2016. She explained that more conditional use permits were considered in 2016 than the last few years, pointed out that a highlight for the year was Diane Sam from the State visiting to offer Commissioner training, and that the Commission's zoning designations for marijuana business was an important action that most Alaskan communities have to address. She reminded the Commission that this Annual Report will be presented to City Council.

Chair Earnshaw asked for a motion to approve Resolution 2017-01. Commissioner Swangel motioned, Commissioner Gehring Seconded. The motion passes 4-0.

3. **RESOLUTION 2017-02:** A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR 4 ONE-BEDROOM RESIDENTIAL UNITS IN AN EXISTING STRUCTURE ON LOT 10, CAPE CHEERFUL SUBDIVISION, LOCATED AT 2639 AIRPORT BEACH ROAD.

Chair Earnshaw asked for a staff report on this item.

Mr. Roufos began the staff report by stating that the Ounalashka Corporation would like to put in residential units into the same building that the lab is in. He explained that this conditional use permit is because this is a General Commercial zone. OC has not yet drawn up a plan for the residential side because they wanted to make sure the conditional use would go through. He explained the conditions that will be on the building permits. This is a mixed use building so it will need fire marshal approval.

Commissioner Swangel asked if the hydraulic shop downstairs can harm the residents. Mr. Roufos explained that the fire marshal will determine if any safeguards would be required due to the existing and proposed uses in the structure.

Commissioner Swangel asked if there may be issues with the residents and the workers downstairs with the noise and calling the police and complaining about them working late into the night. Commissioner Williams stated that she thinks that because the residents will most likely be the lab workers that they will know about the noise levels ahead of time.

Chair Earnshaw appreciated that OC was trying to bring in housing since it is part of the Comprehensive Plan. She also stated that she is concerned about parking for the area being congested. Mrs. Reinders replied that showing a parking plan is part of the building permit and if they could not meet the parking requirement then they would not get the building permit. Chair Earnshaw said she is not opposed if they meet the criteria. Mrs. Reinders suggested that parking can be added as a condition for before the being issued the conditional use permit. Chair Earnshaw said she would like to add it as a condition. Commissioners Williams and Gehring agreed with Chair Earnshaw.

Chair Earnshaw asked for a motion to approve Resolution 2017-02 as amended. Commissioner Gehring motioned, Commissioner Swangel seconded. The motion passed 4-0.

4. **RECIEPT OF PLANNING DETERMINATION:** USES ASSOCIATED WITH THE UNALASKA REFORMED CHURCH, INCLUDING CONDUCTING RELIGIOUS SERVICES AND RELATED ACCESSORY USES, ARE PERMITTED IN SUITE 217 OF THE DUTCH HARBOR MALL LOCATED AT 179 GILMAN ROAD ***NO ACTION REQUIRED***

Mrs. Reinders explained that this item required no action and was simply a report of an action that took place in December.

5. **RECIEPT OF PLATTING AUTHORITY:** A RESOLUTION APPROVING PRELIMINARY PLAT OF MARGARET'S BAY SUBDIVISION ADDITION NO. 4, A RESUBDIVISION OF TRACT A MARGARET BAY SUBDIVISION, PLAT 92-3, LOCATED AT 1906 AIRPORT BEACH ROAD ***NO ACTION REQUIRED***

Mrs. Reinders explained that this item required no action and was simply a report of an action that took place in December.

WORKSESSION

No Items

ADJOURNMENT: Chair Earnshaw adjourned the meeting at 6:35 PM.

PASSED AND APPROVED THIS 16th DAY OF FEBRUARY, 2017 BY THE CTY OF UNALASKA PLANNING COMMISSION.



Jessica Earnshaw
Commission Chair

2/16/2017
Date



Erin Reinders, AICP
Secretary of the Commission

2/16/17
Date

Prepared by Morgyn McConnell, Planning Department

