



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Planning Commission Regular Meeting

Tuesday, November 12, 2024

12:00 PM

Assembly Chambers

1. Call to Order

The meeting was called to order at 12:00PM.

2. Roll Call

PRESENT

Commission Chair Chris Fry
Commission Vice-Chair Heather O'Neil
Commissioner Jim Floyd
Commissioner Marietta Davis
Commissioner Phillip Meeks

ABSENT

Commissioner John Jensen

3. Acceptance of Agenda

The agenda was accepted as presented.

Motion made by Commissioner Floyd, Seconded by Commissioner Davis.

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Floyd,
Commissioner Davis, Commissioner Meeks

4. Approval of Minutes

A. October 8, 2024, meeting minutes.

The October 8, 2024, meeting minutes were unanimously approved.

Motion made by Commissioner Floyd, Seconded by Commissioner Davis.

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Floyd,
Commissioner Davis, Commissioner Meeks

5. Public Comments

None

6. Consent Calendar

None

7. Public Hearing Items

- A. Consideration of an application from Madelaine Valentine for a conditional use permit to allow a private school in a single-family residential district at 607 EXCEL ST (PID: 01-006-142).

Madeleine Valentine spoke on her own behalf to make herself available for any questions. This private school would provide gymnastics and fitness to the community. She is hoping to continue this service at the property her and her husband have purchased recently. The neighborhood already has multiple uses with the school, churches, daycare facilities and baseball field. She would make it of up most importance to respect neighbors and community around her with noise, traffic, and to make sure the families attending are following protocol.

Motion made by Commissioner Floyd, Seconded by Commissioner Davis.

Commissioner Floyd asked Madeleine how late her classes go and also the plan for parking.

Madeline spoke to say her latest class was out at 7:45PM and she would be happy to draw the line at 8:00PM. Now that she won't have to adhere to the rental facility schedule, she would like to spread her classes out and teach possibly one or two classes per evening vs the 3 classes she would teach at the rental location. Her plan for parking stays the same with cutting shrubs and adding rock fill to provide parking in front of the garage. The short-term parking plan stays the same with using the Rebbi Hus, PCC or the school's lot.

Commissioner Floyd stated this is the most support he's seen in writing for any public hearing item.

Commissioner Floyd asked Director Liz Cabrera if a motion was necessary to choose a time to stop daily operation.

Director Liz Cabrera explains she left the hour an X so the commission could choose a time based on the conversation with the commission and applicant. In this case X = 8:00PM.

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Floyd, Commissioner Davis, Commissioner Meeks

- B. Acceptance and scheduling of an application from John & Miriam Swanson for a special use permit to use a portion of a borough-owned ROW as a driveway at 1400 NORTH NORDIC DR.

Motion made by Commissioner Floyd, Seconded by Commissioner Davis.

Commission Vice-Chair O'Neil asked if the existing driveway was going to be widened or if this is a new driveway.

Commission Chair Fry stated the application says widen.

Commissioner Meeks asked about the size and if the Swanson's would assume liability.

Director Liz Cabrera said yes, when the Borough issues a SUP it will spell out size and location. The applicant would take on maintenance and assume liability of the driveway. They cannot block access; this is the standard permit for driveways on ROW. On page 51 of the packet, it shows a triangle next to pump station 4, this is the area. It's not surveyed yet, so the width is not known at this time.

Commissioner Vice-Chair O'Neil stated the department heads are in favor of this.

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Floyd, Commissioner Davis, Commissioner Meeks

C. Consideration of an application from Fin & Fjord Adventures to place remote signs on the sidewalk at 307 N 1ST ST and 110 N NORDIC DR.

Motion made by Commissioner Floyd, Seconded by Commission Vice-Chair O'Neil.

Commissioner Floyd asked for clarification on business approval of the sign. What if the store front business decided to no longer allow the sign.

Director Liz Cabrera stated that the commission could add a condition that it's subject to business approval.

Sam Marifern spoke as owner of Fin & Fjord Adventures; she apologized because she was unaware that she needed commission approval, the signs were out this summer. She explained that she did have approval from Tides Inn, Scandia House and coffee shop. The signs are removable.

Commission Chair Fry mentioned in the past with other sandwich signs the commission has limited it to one sign per business.

Liz confirmed, in the past the commission limited two other applications for sandwich signs to one sign per business because this is the same allowed for a store front business. Also, there were some concerns of how many signs can be approved to be in front of Scandia House.

Commissioner Floyd made an amendment to the motion to add as long as the businesses agree to allow them to put the sign up, Seconded by Commission Vice-Chair O'Neil.

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Floyd, Commissioner Davis, Commissioner Meeks

Commissioner Floyd made an additional amendment to be consistent and keep with past practice one sign should be allowed, Seconded by Commission Vice-Chair O'Neil

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Floyd, Commissioner Davis, Commissioner Meeks

Commissioner Floyd amended the original motion, I move to approve the application from Fin & Fjord for remote signs on 46" in height at Scandia House location, 110 N Nordic Dr., Seconded by Commission Vice-Chair O'Neil.

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Floyd, Commissioner Davis, Commissioner Meeks

D. Consideration of an application from Tides Inn of Petersburg LLC for a minor subdivision at 307 N NORDIC DR (PID: 01-007-205).

Dave Thynes spoke as the surveyor working with the Ohmer's to make himself available for any questions.

Commission Chair Fry mentioned an email that was sent in today from Susie Burrell requesting to delay and to talk about a better location for the property line.

Dave Thynes mentioned he did not see the email and was unaware. He also mentioned that the Ohmer's do not want to delay.

Motion made by Commission Vice-Chair O'Neil, Seconded by Commissioner Floyd.

Commission Floyd stated Dave Ohmer is the owners and it's his call on tabling.

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Floyd, Commissioner Davis, Commissioner Meeks

E. Consideration of a recommendation to the Borough Manager of an application from Skylark LLC to purchase borough-owned property for a public benefit purpose at 1104, 1105, 1107, 1111 ODIN ST AND LOTS 3 and 5, PLAT 90-14, AND GOV'T LOT 21 (PID: 01-010-752, 01-010-764, 01-010-760, 01-010-766, 01-010-247, 01-010-245, 01-010-430).

Bill Moulton spoke on his own behalf in support of Skylark LLC.

Jake Slaven spoke on his own behalf in support of Skylark LLC.

Mika Hasbrouck/Cline spoke on her own behalf with concerns of the sale of these properties, the road that would go through up to the future subdivision, volume of traffic and not ensure the quality of the single-family residential neighborhood.

Donna Marsh spoke on her own behalf with concerns that the road has no outlet, no cul-de-sac, the road ends and no room for emergency vehicles. Donna is in favor of the concept of a private owner being able to do what he or she wants with their property, secondly, having options for housing is a great idea.

Ray Peterson spoke on his own behalf with concern of the road placement but had no objection to affordable housing.

Ambre Burrell spoke for Skylark LLC to provide more information. She explains that the platting will come after the sale of the property and the road will have legal access with required cul-de-sac's and legal egress. That comes after the sale of the property, they will pay surveyor to plat the road, utilities etc. Legal access is through Westly and Odin, there is no legal access through Skylark to the 5 acres. Part of the reason for putting the road though lots 2 & 3 is to keep the greenbelt between their subdivision and Severson's subdivision.

Motion made by Commissioner Floyd, Seconded by Commissioner Davis.

Director Liz Cabrera made some amendments to the staff report

- page 75, Applicant request change 6 borough-owned parcels to 7
- page 75, Findings b. change 6 parcels to 7
- page 75, Findings c. change Five lots to Six lots
- page 76, Government lot 14 b. we will be needing additional floodplain plans and not only how it could affect housing development but as well as utility and road development.
- page 116 Exhibit D: Road's attachment, needing legal access that would require an easement to connect to Skylark

Commission Chair Fry, all in favor of the amendments.

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Floyd, Commissioner Davis, Commissioner Meeks

Motion made by Commissioner Floyd, Seconded by Commissioner Davis.

Discussion.

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commissioner Floyd, Commissioner Davis, Commissioner Meeks

8. Non-Agenda Items

A. Commissioner Comments

None

B. Staff Comments

None

C. Next Meeting is December 10, 2024, at 12:00PM.

Commission Chair Fry asked who will be attending the next meeting. Marietta said she may not be able to attend. The others should be able to make it.

9. Adjournment

The meeting adjourned at 1:03PM.