

**CITY OF UNALASKA  
UNALASKA, ALASKA  
PLANNING COMMISSION MINUTES  
Thursday, August 8, 2013  
CITY COUNCIL CHAMBERS, CITY HALL  
7:00 P.M.**

**1. Call to Order:**

Chair Chris Bobbitt called the meeting to order at 7:01 P.M.

**Staff Present:**

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

**Roll Call:**

*Commissioners present:*

Chris Bobbitt  
Peter Sturdivant  
Vicki Williams

*Commissioners absent:*

Steven Gregory  
Doanh Tran

**2. Revisions to the Agenda:**

None

**3. Appearance Requests:**

None

**4. Minutes:**

Peter Sturdivant moved to approve the minutes from the July 25, 2013 meeting. There was a second. Chair Bobbitt called for a discussion or comments on the minutes. There being no comments, Chair Bobbitt called for a vote and the motion to approve the minutes was unanimous (3-0). The minutes for the July 25, 2013 meeting were adopted.

**5. Announcements: None**

**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.**

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 the applicant had contacted the Planning Department about the possibility of locating several bunkhouses on their property to serve as housing for their employees. Staff said that bunkhouses are permitted by right in a Marine Dependent Industrial District and the applicant did state in their application that they intend to use the bunkhouses in the foreseeable future. However, because connexes are portable and temporary in nature but the code states that only permanent bunkhouses are permitted, staff decided the best route would be through a conditional use permit. As we all know a conditional use application will have to go through a public hearing to get all the feedback from the community and also to allow the Planning Commission to make certain that the conditional use application meet the tests of code, meet the goals of the Comprehensive Plan, consistent with the surrounding use and would not have a permanent negative impact on the area. Code also allows for certain conditions to be added safeguarding the interest of the community. The conditions for approval states that all the conditions in the building permit are met. All of these conditions are written in the Resolution that is pending Planning Commission's approval.

Staff informed the Commissioners that letters were sent out to adjacent landowners requesting for comments but Planning has not received any feedback. Staff also informed the Commissioners that Doanh Tran who couldn't make it tonight submitted her comments for consideration.

Ms. Williams asked how the containers were going to be tied down. Chris Pugmire said that they are going to work hand in hand with an Engineer to do Stability Analysis and the preferred option is to place concrete pads at each corner of the containers and in addition to that anchors will be embedded in the ground and the containers will be attached to these anchors. The size of these anchors will be determined by the Stability Analysis that is necessary to withstand the conditions in the area. He further stated that there are attachments in between that secure the containers together.

Before any other questions were asked Chair Bobbitt inquired from the applicant if he would like to make a presentation. Mr. Pugmire said that the staff report in the meeting packet pretty much summarizes all their intentions.

Mr. Sturdivant stated that he has a lot more questions but after conferring with Staff agreed that these were more directed to other city departments.

At this point Chair Bobbitt asked if there were any public comments. Hearing none, Chair Bobbitt closed the Public Hearing and called for a motion to approve Resolutions 2013-13. Ms. Williams moved to approve Resolution 2013-13. There was a second.

**Commission Discussion:**

The discussion focused primarily on the temporary nature of the housing and they would want to see a permanent structure as stated in code. But they also acknowledge that housing in that area is needed and the proposed bunkhouses are better quality than what is there now.

Chair Bobbitt asked if there were any other questions from the Commissioners. Hearing none, Chair Bobbitt called for a vote and the motion passed unanimously (3-0). The motion carried and Resolutions 2013-13 was adopted.

**REGULAR MEETING:** None


**OTHER BUSINESS**

- Staff informed the Commissioners that there will be a Planning Commission meeting on September 19, 2013.
- Staff informed that Commission that Planning has not received word from the American Planning Association regarding their Land Use Plan visit.
- Staff asked the Commissioners to keep thinking about training ideas that they would like and how often they would want to have it.

**ADJOURNMENT**

Chair Bobbitt adjourned the meeting at 7:20 P.M.

PASSED AND APPROVED THIS 19 DAY OF September 2013 BY THE CITY OF UNALASKA, ALASKA PLANNING COMMISSION.

  
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Chris Bobbitt  
Chair

9/19/13  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Erin Reinders, AICP  
Recording Secretary

9/19/13  
\_\_\_\_\_  
Date

Prepared by Veronica De Castro and Erin Reinders, Planning Department

