

**CITY OF UNALASKA, ALASKA
PLANNING COMMISSION & PLATTING BOARD
REGULAR MEETING
THURSDAY, April 27, 2017, 6:00 P.M.
UNALASKA CITY HALL COUNCIL CHAMBERS
MINUTES**

CALL TO ORDER: Acting Chair Gehring called the meeting to order at 6:05 PM.

ROLL CALL

Commissioners Physically Present

Billie Jo Gehring
Vicki Williams
Lottie Roll

Commissioners Telephonically

Travis Swangel

Commissioners Absent

Jessica Earnshaw

Staff Present

Bil Homka, Planning Director
Thomas Roufos, Associate Planner

REVISIONS TO THE AGENDA: *None*

APPEARANCE REQUESTS: Mr. Andy Dietrick.

ANNOUNCEMENTS: Mr. Homka stated that we recently subscribed to a zoning bulletin and the first one we got was for Historic Preservation. Mr. Homka passes it around.

Mr. Roufos stated that he will be gone for the next week for a Planning Conference in New York.

Commissioner Williams stated she would be out of town from May 9th until around the 20th of May.

Mr. Roufos stated that there would be no May meeting because there were no applications and that the next meeting would be June 15th at 6 PM.

MINUTES: Acting Chair Gehring asked if there were any revisions to the minutes from March 16, 2017 meeting.

Mr. Roufos stated that Commissioner Swangel's name was corrected; also the instance where "warning" was typed as "waning".

There were no other revisions, Minutes were corrected and approved as printed.

PUBLIC HEARING

1. **RESOLUTION 2017-07:** A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR A BED AND BREAKFAST ON LOT 4, BLOCK 5 OF USS 1992, LOCATED AT 208 BAY VIEW AVENUE.

Acting Chair Gehring opened the public hearing and asked if any members of the public would like to testify.

Mr. Andy Dietrick, the applicant, stood to testify. Mr. Dietrick stated he submitted an off-street parking plan and fire marshal approval and followed up with the Planning Department. He did not hear from the Planning Department and asked if there needed to be any updates or changes to either of those.

Mr. Roufos stated that they've reviewed the parking plan and if the Council votes in favor Mr. Dietrick will have one year to raise the plan. Also, Mr. Roufos stated that Mr. Dietrick has done his part with sending a letter for Fire Marshal approval and once we hear back that will be completed.

Mr. Dietrick asked for clarification.

Mr. Roufos stated that, in hypothetical terms, if the Commission approves this Resolution the first item, which is the parking plan, Mr. Dietrick will have up to one (1) year to make adjustments to the parking plan.

Mr. Homka interjected that the issue that will be addressed is if there will be enough room for all the tenants to park.

Mr. Dietrick stated that they got the idea from having an Air B&B there. Mr. Dietrick stated the historic use of the building and that they would not be changing to zoning, only asking for a Conditional Use. He pointed out the property lines to describe the parking plan. Mr. Dietrick stated that he had Public Works come out to find the corners. He stated that Public Works could not tell him where the edge of the Right-of-Way was. He showed typical parking per day and several pictures of what a normal day on Mission Ave. would look like. Mr. Dietrick also showed an aerial video of a typical mid-week parking.

Acting Chair Gehring closed the Public Hearing

OLD BUSINESS

No Items

NEW BUSINESS

1. **RESOLUTION 2017-07:** A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR A BED AND BREAKFAST ON LOT 4, BLOCK 5 OF USS 1992, LOCATED AT 208 BAY VIEW AVENUE.

Acting Chair Gehring asked for a staff report.

Mr. Roufos stated that the application does meet the three tests of code. Mr. Roufos stated that staff recommends approval.

Acting Chair Gehring asked for Commissioner discussion.

Commissioner Williams stated she knows that the City asked Connie and Dave Staton if they would come up with more of a parking plan for their place. Commissioner Williams showed that at the Staton house they put a driveway inward on their property.

Mr. Roufos stated that Public Works has only asked for off-street parking not a driveway. The applicant gave Staff a parking plan and the City Engineer gave Staff a map with the corners marked.

Mr. Dietrick stated that they don't want to disrupt their neighbors and they would not be going out of the normal for the neighborhood by being slightly in the road.

Acting Chair Gehring stated that it seems as though there is a discrepancy on where the Right-of-Way ends.

Mr. Homka stated that the black line in the picture is the Right-of-Way so there is no property beyond that. He stated that either some of the homes are encroaching into the Right-of-Way or this sheet needs to be stretched to fit. Mr. Homka stated that he does see there is room to park.

Commissioner Swangel stated that he had a couple of questions. He noted that the old historic nature of the houses downtown created a unique situation where the lot lines are and where the Right-of-Ways are. He asked if the neighbors got letters stating the intention of the use.

Mr. Roufos stated that every neighbor within 300 feet of the property line of the Dietrick's has received a letter.

Commissioner Swangel asked if the City intends to find an exact line or if that was established.

Mr. Roufos stated that the City Engineer did put dots on a map to show where the actual line is.

Commissioner Swangel said as long as the other departments are okay with this then he is onboard.

Acting Chair Gehring asked if there was a motion to approve Resolution 2017-17. Commissioner Roll motioned, Commissioner Swangel seconded. Motion passes 4:0.

WORKSESSION

1. **DISCUSSION:** Comprehensive Plan 2030

Mr. Homka presented the timetable that Staff is working out. He stated that it will be a three (3) committee process. He explained each committee.

ADJOURNMENT: Acting Chair Gehring adjourned the meeting at 6:45 PM.

PASSED AND APPROVED THIS 20th DAY OF July, 2017 BY THE CTY OF UNALASKA PLANNING COMMISSION.



Travis Swangel
Acting Commission Chair

8-18-17
Date



Bil Homka, AICP
Secretary of the Commission

8-18-17
Date

Prepared by Morgyn McConnell, Administrative Assistant