

**City and Borough of Sitka
PLANNING AND ZONING COMMISSION
Minutes of Meeting
October 2, 2007**

Present: Don Alexander, Larry Crews, Brian McNitt, Richard Parmelee, Jeremy Twaddle, Planning Director Wells Williams, Planner Sara Russell, and Secretary Maria Finkenbinder

Members of the Public: Pat O'Neill, Craig Giammona (Sitka Sentinel)

The Chair called the meeting to order at 7:00 pm.

Consideration of Minutes from the September 18th, 2007 meeting:

MOTION: M/S Twaddle/Crews moved to approve the minutes from the Sept. 18th, 2007 meeting.

ACTION: Motion **PASSED unanimously** on a voice vote.

The evening's business:

**VARIANCE REQUEST
REDUCTION OF FRONT SETBACK TO 4 FEET
CONSTRUCTION OF A FREEZER
507 KATLIAN ST.
SEAFOOD PRODUCERS COOPERATIVE**

Public hearing and consideration of a variance request filed by Seafood Producers Cooperative for 507 Katlian Street. This request is for a reduction of the front setback to 4 feet for construction of a freezer. The property is also known as Lot 1 of the SPC Subdivision.

Mr. Williams told the Commission that questions on utility locations came up and City Staff has to sort through it within the next few days. He requested that this agenda item be deferred to the next meeting. He also asked the members to give Planning Staff a call if they have questions regarding this request.

**ZERO LOT LINE SUBDIVISION – FINAL PLAT
401 LOUISE COURT
PAT AND TAMMY O'NEILL**

Public hearing and consideration of a final plat for a zero lot line subdivision at 401 Louise Court. This request is filed by Pat and Tammy O'Neill. The property is also known as Lot 4 Block 2 of the Hillside Subdivision.

Ms. Russell said that the concept plat for this zero lot line came before the board in April. Foundation work is now complete and has been surveyed for final plat approval. Lot 1 is accessed by way of Versa Place while Lot 2 is accessed from Louise Court. She also pointed out that a 10-foot utility easement has been added to the front portion of Lot 2, facing Louise Court.

Asked by Mr. Twaddle for the rationale of the 10-foot easement, Mr. O'Neill pointed to the presence of an electric transformer near the northwest corner of Lot 2.

MOTION: **M/S McNitt/Twaddle** moved to approve the final plat for a zero lot line subdivision at 401 Louise Court. This request is filed by Pat and Tammy O'Neill. The property is also known as Lot 4 Block 2 of the Hillside Subdivision.

ACTION: Motion **PASSED unanimously** on a voice vote.

**APPROVAL OF DOCUMENT
REPLACING AND PERMANENTLY LOCATING
THE 25-FOOT FLOATING PUBLIC
PEDESTRIAN EASEMENT
FROM PARKING LOT AT THIMBLEBERRY FALLS
TO THIMBLEBERRY AND HEART LAKES
AND ON TO BLUE LAKE ROAD
CITY AND BOROUGH OF SITKA**

Public hearing and consideration approving a document replacing and permanently locating the 25-foot Floating Public Pedestrian Easement in Tract A of ASLS 88-50. The easement extends from the parking lot at Thimbleberry Falls to Thimbleberry and Heart Lakes and on to Blue Lake Road. The request is filed by the City and Borough of Sitka. The property is owned by the University of Alaska.

Mr. Williams said that there has been a constructive dialogue between Sitka Trail Works (STW) and the City and Borough of Sitka to get the document approved for the existing 25-foot floating easement that crosses University of Alaska lands for the Thimbleberry Trail. It follows the easement for the transmission lines from the Blue Lake substation at Sawmill Cove. He explained that the City and Borough of Sitka, under its platting authority, can approve the document which is faster than the two-year process through the State Department of Natural Resources. Having the document in place is an incentive to the University of Alaska since it will remove concerns or worries of anybody bisecting their property and on the part of STW, they can move on with the design and utilization of the easement. He mentioned that Parks and Recreation Manager Lynn McGowan was willing to be at this evening's meeting but he assured her that her attendance won't be necessary.

On Mr. McNitt's question on how the easement was established, Mr. O'Neill – speaking as the surveyor, told the Board that they did an as-built survey working from the center line of the trail and fitting it within a 25-foot easement.

On Mr. Twaddle's question on how the floating easement will affect the utility easement for the power transmission lines, Mr. Williams said that it doesn't have any effect. He pointed out that the transmission lines easement is a defined 200-foot federal easement and part of the FERC permitting process which supersedes the local platting authority.

MOTION: **M/S Twaddle/McNitt** moved to approve the document replacing and permanently locating the 25-foot Floating Public Pedestrian Easement in Tract A of ASLS 88-50. The easement extends from the parking lot at Thimbleberry Falls to Thimbleberry and Heart Lakes and on to Blue Lake Road. The request is filed by the City and Borough of Sitka. The property is owned by the University of Alaska.

ACTION: Motion **PASSED unanimously** on a voice vote.

PLANNING DIRECTOR'S REPORT

Mr. Williams informed the Board that next meeting's agenda will be quite challenging as it includes the conditional use permit applications by Dove Island Lodge; Sawmill Cove Industrial Park replatting; Indian River Road Major Subdivision, and three variance requests including the Seafood Producers Cooperative variance request.

He urged the members to listen closely to the Dove Island Lodge's presentation and hear on it for two to three meetings before taking any action. In response to Mr. Crews' request to have the City Attorney attend the next meeting, he said that he will try to make the necessary arrangements for her to come to the meeting. He also assured the members that they will get the Dove Island materials ahead of the regular packet to give them the time to study the request. He encouraged them to give Planning Staff a call for questions or clarifications.

Mr. Williams gave each member a complete set of the 2007 Comprehensive Plan which includes the full document, a snapshot of the Comprehensive Plan, and the Land Use Recommendations Map.

ADJOURNMENT

MOTION: **M/S McNitt/Crews** moved to adjourn the meeting.

The meeting adjourned at 7:30 pm.

Chair, Don Alexander

Secretary, Maria Finkenbinder