



# Petersburg Borough

12 South Nordic Drive  
Petersburg AK, 99833

## Meeting Minutes Planning Commission

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Thursday, November 9, 2017

4:30 PM

Assembly Chambers

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**1. CALL TO ORDER:**

**2. ROLL CALL:**

**Present:** 5 - Dave Kensinger, Otis Marsh, Chris Fry, Sally Dwyer and Richard Burke

**Excused:** 1 - Tor Benson

**Absent:** 1 - Yancey Nilsen

**3. ACCEPTANCE OF AGENDA:**

The motion to approve the agenda as presented passed unanimously.

**4. APPROVAL OF MINUTES:**

The motion to approve the meeting minutes of October 17, 2017 as presented passed unanimously.

Minutes of the Planning Commission Meetings of October 17, 2017

Minutes of October 17, 2017 Meeting

**Attachments:** [Meeting Minutes of October 17, 2017](#)

**5. PUBLIC COMMENTS:**

John Murgas spoke on behalf of his business, Petersburg Marine, stating that he's interested in seeing a boat ramp built adjacent to the ramp already in existence at the Scow Bay turn-around. Mr. Murgas wonders if this issue is within the authority of this Commission and if so, if it could be put on a future agenda. Mr. Murgas gave drawings of his proposed ramp to the Commissioners, explaining that his idea is that this new ramp would be a public use ramp with himself being the lead beneficiary. Mr. Murgas reported that the cost of this ramp was quoted by Reid Brothers Construction and Rock 'N Road Construction to be under \$20,000.00 and Mr. Murgas stated that he has a budget of \$20,000.00 to put into the project. Mr. Murgas questioned where this issue would need to start; whether it would be the Planning Commission or the Borough Assembly, but since the property is owned by the Borough, he assumed that the Assembly would need to review it, but he just wanted to see if there would be any objections from the Planning & Zoning Commission. Murgas described the new ramp as being constructed of rock, which would work very well with his hydraulic trailers; the only restriction that would have to be put on it would be jet skiffs as they quickly erode the ramp with just a short time of improper use, otherwise it would be open for use to the general public. Murgas stated that PND Engineering gave their estimate at approximately \$60,000.00 which would include their overhead. The \$20,000.00 does include the Corp permit and that Murgas' estimate and PND's estimate were using the same amount of rock and that PND would have mobilization costs. Murgas' main interest is to find out if the Commission would be in favor of this plan and to get a letter stating that or if there are objections, to find out what those objections may be and try to do something to alleviate those objections.

Commissioner Kensinger asked if this issue is even anything that the Commission needs to weigh in on. Director Cabrera explained that generally, the Commission responds to applications for land use, so if there was an application to lease the property or a special use permit to use Borough property then that's generally when there would be an application and a plan, in writing, a drawing of what was going to be done; a lease application would be filed with the Borough Clerk and a special use application is filed with the Community Development Office, so depending on which way the applicant were to go, and generally, with the lease, the Assembly would refer that to the Planning Commission to review first and that has happened in the past and that decision then goes to the Assembly on whether to lease the property or not and the same thing with a special use permit. It starts with the Planning Commission, the Planning Commission would make a recommendation to the Assembly and then the Assembly makes the decision. Discussion.

**6. CONSENT CALENDAR:****7. PUBLIC HEARING ITEMS:****A. Election of Planning Commission Secretary**

**The motion to approve the nomination and election of Richard Burke as Commission Secretary passed unanimously.**

B. Approval of Planning Commissioner's Handbook

Commissioner Kensinger had a question regarding visiting sites under application. Discussion. Director Cabrera asked for direction regarding including photos for applications or contacting the Borough Attorney regarding site visits. Discussion. The Commission came to a consensus that having photographs required with applications would be preferable. Director Cabrera will pencil that in to the handbook and it will be voted on at the appropriate time.

**The motion to approve the Planning Commissioner's Handbook passed unanimously.**

Planning Commission handbook

**Attachments:** [Handbook](#)

C. 2018 Planning Commission Meeting Schedule

**The motion to approve the 2018 Planning Commission Meeting Schedule passed unanimously.**

2018 Planning Commission Schedule

**Attachments:** [2018\\_PZ\\_Schedule](#)

**8. NON-AGENDA ITEMS:**

A. Commissioner Comments

B. Staff Comments

1. Review of Zoning Code

The Commission began their review of the zoning codes.

New Zoning Code

**Attachments:** [NewCodeInfo](#)

2. Public Outreach efforts

Cabrera pointed out the summary pages at the back of the agenda packet for public outreach. Discussion.

**9. ADJOURNMENT:**

**The motion to adjourn passed unanimously.**

The next regularly scheduled meeting is December 19, 2017 at 4:30pm

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Commission Chairman, Chris Fry

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Date