



## Meeting Minutes Planning Commission

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Tuesday, November 12, 2013

2:00 PM

Assembly Chambers

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### 1. Call To Order/Roll Call

*Dona & Chris attended via teleconference.*

**Present:** 7 - Susan Thomason, Vice Chair Ronn Buschmann, James Demko, Dave Kensinger, Dona Malhoit Laubhan, Otis Marsh and Chris Fry

### 2. Approval of the previous meetings minutes

#### A. [13-313](#) Minutes of the September 9, 2013 meeting.

**A motion was made by Commissioner Otis Marsh, seconded by Commissioner Dave Kensinger, that this Minutes be approved. The motion carried by a vote of**

**Yes:** 7 - Chairperson Thomason, Vice Chair Buschmann, Commissioner Demko, Commissioner Kensinger, Commissioner Malhoit Laubhan, Commissioner Marsh and Commissioner Fry

### 3. Amendment and approval of agenda

**A motion was made by Commissioner Otis Marsh, seconded by Vice Chair Ronn Buschmann, that this be approved. The motion carried by a vote of**

**Yes:** 7 - Chairperson Thomason, Vice Chair Buschmann, Commissioner Demko, Commissioner Kensinger, Commissioner Malhoit Laubhan, Commissioner Marsh and Commissioner Fry

### 4. Public Hearing

*None*

### 5. Visitors' views related to agenda items

*Katrinia Miller and Pat Weaver are here regarding items 8b & 8c.*

### 6. Visitors' views unrelated to agenda items

*None*

**7. Report of staff members**

*None*

**8. Unfinished Business**

- A. [PZ#13-006](#) Consideration of a request from Tyler Reid and Reid Brothers Construction for a vacation of the easement between Lots 2D and 2C and Gov't Lot 1, a consolidation of Lot 2C and Gov't Lot 1 into Lot 2R and a minor subdivision of Lot 1 of the Hofstad Subdivision into Lot 1A and 1B, located at 353 Mitkof Highway.**
- Discussion regarding the request.*
- Bushmann suggested making lot 1B a road parcel since it's primary purpose is for access.*
- A motion was made by Vice Chair Ronn Buschmann, seconded by Commissioner Dave Kensinger, that this Planning Item be approved as amended. The motion carried by a vote of**
- Yes:** 7 - Chairperson Thomason, Vice Chair Buschmann, Commissioner Demko, Commissioner Kensinger, Commissioner Malhoit Laubhan, Commissioner Marsh and Commissioner Fry
- B. [PZ#13-004](#) Aaron and Katrina Miller - Conditional Use Permit**
- Thomason gave a history of the Conditional Use Permit. Discussion.*
- Katrina submitted a rezoning request, along with the application fee, for her property at 107 Arness Heights Drive to be changed from Single Family to Industrial.*
- A public hearing will be scheduled for the next meeting.*
- C. [PZ#13-003](#) Richard Burrell - zoning violation**
- Katrina submitted a letter from Richard Burrell requesting a rezoning request, along with the application fee, for his property at 105 Arness Heights Drive to be changed from Single Family Residential to Industrial.*
- A motion was made by Commissioner Dave Kensinger, seconded by Commissioner James Demko, that this Planning Item be tabled. The motion carried by a vote of**
- Yes:** 7 - Chairperson Thomason, Vice Chair Buschmann, Commissioner Demko, Commissioner Kensinger, Commissioner Malhoit Laubhan, Commissioner Marsh and Commissioner Fry

**9. New Business**

**A. [13-310](#) Review of informational sign - Petersburg Indian Association**

A motion was made by Commissioner Dona Malhoit Laubhan, seconded by Commissioner Dave Kensinger, that this Report be postponed. The motion carried by a vote of

**Yes:** 7 - Chairperson Thomason, Vice Chair Buschmann, Commissioner Demko, Commissioner Kensinger, Commissioner Malhoit Laubhan, Commissioner Marsh and Commissioner Fry

**B. [PZ#13-012](#) Consideration of a request from Phillip and Sandy Meeks for a variance of the front and side setback requirements to allow the construction of a carport 15 feet from the front property line and 10 feet from the side property line on Tract B2 of the Lighthouse Subdivision, parcel 1001872.03, located at 110 Somerset Lane.**

*Discussion.*

A motion was made by Vice Chair Ronn Buschmann, seconded by Commissioner Dave Kensinger, that this Planning Item be approved. The motion carried by a vote of

**Yes:** 7 - Chairperson Thomason, Vice Chair Buschmann, Commissioner Demko, Commissioner Kensinger, Commissioner Malhoit Laubhan, Commissioner Marsh and Commissioner Fry

**C. [PZ#13-013](#) Recommendation to Borough Assembly of preferred Comprehensive Plan process.**

*Liz Cabrera, PEDC, spoke regarding the cost. Commission member, Thomason, reported about a meeting she had with the Borough Manager, Community Development and PEDC regarding the desired outcome of the new comprehensive plan and the process. Discussion.*

*Kensinger suggested having staff draft an RFP and have it ready by the next meeting. Also, to have the Comprehensive Plan be an outline instead of a detailed document. Discussion.*

A motion was made by Commissioner Dave Kensinger, seconded by Commissioner Dona Malhoit Laubhan, that this Planning Item be approved. The motion carried by a vote of

**Yes:** 7 - Chairperson Thomason, Vice Chair Buschmann, Commissioner Demko, Commissioner Kensinger, Commissioner Malhoit Laubhan, Commissioner Marsh and Commissioner Fry

**10. Discussion items**

*None*

**11. Adjournment**

*3:19 pm*

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