

**City and Borough of Sitka
Planning and Zoning Commission
Minutes of Meeting
November 17, 2009**

Present: Don Alexander (Chairman), Richard Parmelee (Member), William Stortz (Member), Karen Dhillon (Member), Wells Williams via telephone (Planning Director), Melissa Henshaw (Planner), and Crystal Duncan (Contract Secretary).

Members of the Public: Dan Jones, Ralph LaRose III.

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

Consideration of the Minutes from the November 3, 2009 meeting:

MOTION: M/S Stortz/Parmelee moved to approve the minutes from the November 3, 2009 meeting.

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

This evening's business:

**CONDITIONAL USE REQUEST FOR RECYCLING FACILITY
802 SAWMILL CREEK ROAD
CITY AND BOROUGH OF SITKA**

Public hearing and consideration of a conditional use permit request for a recycling facility in the (P) public zoning district. The request is filed by the City and Borough of Sitka for 802 Sawmill Creek Road. The property is also known as Lot 10 of the Sheldon Jackson Campus Subdivision.

Mr. Jones once again provided an overview to the Commission. The site will be limited to recycling bins which are hauled elsewhere for emptying. The layout is formed around a cul-de-sac which allows the bins to be taken in and out more easily. The property is large enough to accommodate the operation without disturbing the neighboring properties. Staff recommends approval of the conditional use request.

Mr. Jones noted that the City of Sitka is okay if the conditional use permit states that process on site is not permitted. He also stated that if there are major layout changes, he will come before the Planning and Zoning Commission to discuss the amended layout.

MOTION: M/S Dhillon/Parmelee moved to approve a conditional use permit request for a recycling facility in the (P) public zoning district. The request is filed by the City and Borough of Sitka for 802 Sawmill Creek Road. The property is also known as Lot 10 of the Sheldon Jackson Campus Subdivision.

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

MOTION: **M/S Stortz/Parmelee** moved to attach the following conditions:

1. The facility will serve as a transfer facility only (no shredding, processing, etc.). In the event that the intent changes, the City of Sitka will provide the Planning Commission the opportunity for comment.

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

Planning staff proposed a motion containing findings that supported the outcome.

MOTION: **M/S Stortz/Parmelee** moved approve request based on following findings:

1. The conditional use permit is not detrimental to the public welfare;
Does not adversely affect the character of the surrounding vicinity;
Will not be injurious to the uses property, or improvement adjacent to, and in the vicinity of, the site upon which the proposed use is to be located.
2. The granting of the proposed conditional use permit is consistent and compatible with the intent of the goals, objectives and policies of the comprehensive plan and any implementing regulation.
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.
4. The proposed use will not introduce hazardous conditions at the site that cannot be mitigated to protect adjacent properties, the vicinity, and the public health, safety and welfare of the community from such hazard.
5. The conditional use will be supported by, and not adversely affect, adequate public facilities and services; or that conditions can be imposed to lessen any adverse impacts on such facilities and services.
6. Burden of Proof. The applicant has the burden of proving that the proposed conditional use meets all of the criteria in subsection B of this section.

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

Having received approval from the Planning and Zoning Commission, the next step is to go before the City Assembly for approval. That should happen at the next meeting scheduled for December 8, 2009. During that meeting the map amendment and text change will be addressed. At the following meeting scheduled for December 22, 2009, the conditional use permit will be considered.

PLANNING DIRECTOR'S REPORT:

Agenda Item E has been postponed until the next Planning and Zoning meeting (12/1/2009) with a total of four agenda items.

Mr. Williams thanked the commission members for being amenable to his travel schedule. He is out of the office due to a family matter. Melissa will be in contact with the commission within the week to provide a more comprehensive update.

PUBLIC BUSINESS FROM THE FLOOR

None

ADJOURNMENT

MOTION: M/S Parmelee/Stortz moved to adjourn the meeting at 7:52 p.m.

ACTION: Motion PASSED unanimously on a voice vote.

Don Alexander, Chair

Crystal Duncan, Secretary