

**City and Borough of Sitka  
PLANNING & ZONING COMMISSION  
Minutes of Meeting  
November 18, 2008**

**Present:** Don Alexander, Brian McNitt (via audio conference), Richard Parmelee, Jeremy Twaddle, Planning Director Wells Williams, Planner Melissa Henshaw, and Secretary Ptarmica McConnell.

**Members of the Public:** Lisa West, Peter Gorman, Richard Dolan, Dan Jones, Hugh Bevan, Susan Padilla, David Lupin, Paul Wilson, Pat O'Neill, Gary White, and Craig Giammona.

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

Consideration of the Minutes from the November 4, 2008 meeting:

**MOTION:** M/S Twaddle/Parmelee moved to approve the minutes from the November 4, 2008 meeting.

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

The evening's business:

**CONDITIONAL USE PERMIT REQUEST  
NATURAL RESOURCE EXTRACTION (ROCK QUARRY)  
AND MINING SUPPORT FACILITIES  
SAWMILL COVE INDUSTRIAL PARK  
CITY AND BOROUGH OF SITKA**

*Public hearing and consideration of a conditional use permit request for natural resource extraction (rock quarry) and mining support facilities. This location area is in the Sawmill Cove Industrial Park. The request is filed by the City and Borough of Sitka. This property is also known as Lot 3 Block 3 of the Sawmill Cove Industrial Park Resubdivision No. 1 USS 3551.*

The Sitka zoning ordinance treats uses at the Sawmill Cove site differently from uses in other zones. Uses that are not for retail or business can be approved by the Assembly by simple motion. The Assembly would likely ask the Planning Commission to comment on this proposal.

Mr. Williams went over the request and showed the area on the overhead.

Dan Jones, Municipal Engineer, came forward to answer any questions. He explained that the standard City & Borough rock quarry lease addresses conditions relating to the uses and impacts. He stated that he has doubts about the commercial viability of this lot because of the very steep topography, but they are trying to make as many lots available for quarries as possible to let the market determine which are the most viable. He also explained that because the main water line runs along Sawmill Creek Road, there would need to be a significant bond put in place because of the possibility of the waterline being damaged. He also explained that the Sawmill Cove Industrial Park would like to see this request go through.

The board had questions relating to how this property could be used as a quarry site due to the steep grade and the fact that it is right above Sawmill Creek Road. There were also questions relating to where the trucks would park, etc... Mr. Jones explained that the State Department of Transportation might be willing to come over and take a look at this.

Mr. Twaddle stated that he would like to see what the State says about what their ideas are on accessibility such as a driveway access to the site. Another concern was an overburden site.

This item will come back to the Board at the Dec. 16<sup>th</sup> meeting after Mr. Jones has a chance to get a response back from the State.

**ADJOURNMENT**

The meeting adjourned at 9:20PM.

---

Don Alexander, Chair

---

Ptarmica McConnell, Secretary

**City and Borough of Sitka**  
**PLANNING & ZONING COMMISSION**  
**Minutes of Meeting**  
**December 16, 2008**

**Present:** Don Alexander, Brian McNitt, Richard Parmelee, William Stortz, Jeremy Twaddle, Planning Director Wells Williams, Planner Melissa Henshaw, and Secretary Ptarmica McConnell.

**Members of the Public:** Dan Jones, Kerry MacLane, Laurie Adams, and Craig Giammona

The Chair called the meeting to order at 7:08PM.

Consideration of the Minutes from the December 2nd, 2008 meeting:

**MOTION:** M/S McNitt/Twaddle moved to approve the minutes from the December 2nd, 2008 meeting.

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

The evening's business:

**CONDITIONAL USE PERMIT**  
**NATURAL ROCK EXTRACTION (ROCK QUARRY)**  
**AND MINING SUPPORT FACILITIES**  
**SAWMILL COVE INDUSTRIAL PARK**  
**CITY AND BOROUGH OF SITKA**

*Public hearing and consideration of a conditional use permit request for natural resource extraction (rock quarry) and mining support facilities. The location is in the Sawmill Cove Industrial Park. The request is filed by the City and Borough of Sitka. This property is also known as Lot 3 Block 3 of the Sawmill Cove Industrial Park Resubdivision No. 1 USS 3551.*

At the November 18<sup>th</sup> Planning Commission meeting the board wanted to see what the State Department of Transportation would say on some issues regarding the use of this location for a rock quarry. There were questions on the accessibility of this site such as driveway access and questions on the waterline and the possibility of damage to it.

An email was received from Fredrik Thorsteinson with DOT stating that they have no objection to the operation of the proposed rock quarry as long as the accesses are constructed to the department's design standards. They would also like to see an annual lane closure permit for the blasting operations. He also recommended that the conditional use permit require coverage under the EPA's 2008 Multi-Sector General Permit (MSGP) for Industrial Activities. If the State owns the right-of-way, they would require a royalty for any rock extracted from it.

Mr. Jones came forward to answer any questions. He noted that like the Granite Creek rock quarry conditional use permits; this permit could use the standard municipal lease agreement to define the conditional uses.

Mr. Twaddle was concerned with the benching. Mr. Jones stated that at this time there is no standard benching requirement; however the lease agreement says that "you shall operate safely." Therefore, it is up to the lessee.

Mr. Parmelee was concerned with the overburden and gravel storage and asked if that would be up to the lessee as well; to which Mr. Jones answered yes.

Mr. Twaddle asked if this was the only site that would be proposed at that end of town.

Mr. Jones stated that there are a total of five proposed sites: the three at Granite Creek that have already been approved, the Sawmill Cove Industrial Park, and possibly one at the top of the Blue Lake Dam.

**Public Comment:**

None

**MOTION:** M/S McNitt/Stortz moved to recommend approval of the Conditional Use Permit for Natural Resource Extraction (Rock Quarry) and Mining Support Facilities at Lot 3 Block 3 of the Sawmill Cove Industrial Park Resubdivision No. 1 USS 3551 with the following conditions:

1. That the quarry operations within the Sawmill Creek Road right-of-way receive prior approval by the Alaska Department of Transportation.
2. That the quarry be operated consistent with the standard municipal lease terms.
3. That the operation of the quarry be conducted so that it limits interference with traffic on the Sawmill Creek Road right-of-way.
4. That the quarry be operated consistent with the EPA multi-sector general permit.

**ACTION:** Motion **PASSED 4-1**, with Twaddle opposed.

**MOTION:** M/S McNitt/Parmelee moved to approve the following findings in support of the recommended approval:

1. The quarry operations will not be detrimental to the public health, safety, and general welfare and will not adversely affect the established character of the surrounding area.
2. It is consistent with the general economic goals of the 2007 Comprehensive Plan.
3. The Planning Commission has recommended all the conditions that are necessary to lessen the impacts of the proposed use and that those conditions can be properly monitored and enforced.
4. The proposed use will not adversely affect public services and facilities.

**ACTION:** Motion **PASSED 4-1**, with Twaddle opposed.

**PLANNING DIRECTOR'S REPORT**

Mr. Williams had two items to report:

1. Staff has not heard back from Delta Western regarding detailed plans for Conditional Use Permit Requests.

2. The budget preparation process has started and is due February 9<sup>th</sup>. There was a request to reduce the Planning Dept. budget by 10%, which strips out everything but salaries and copy paper. The reality of the situation is that the GIS consulting services, supplies, travel and training, and temporary wages will be cut. This means that when Melissa is out of town, meetings will need to be cancelled because temporary workers cannot be hired. Zoning enforcement will also not be feasible without the resources.

Mr. McNitt requested that Mr. Williams submit a proposed budget to the Planning Commission at the next meeting that would include a third salary. Mr. Williams said that he could have it by the second meeting in January if that is what the Commission wants. Mr. McNitt felt that the Commission needs to strongly advocate for funding to protect the program that we have.

**ADJOURNMENT**

The meeting adjourned at 7:55PM.

---

Don Alexander, Chair

---

Ptarmica McConnell, Secretary