



**Haines Borough Planning Commission**  
**March 14, 2024 Regular Meeting 6:30 pm**  
**AGENDA**  
**Location: Assembly Chambers and on ZOOM**

**Zoom Meeting Information**  
 Webinar ID: 863 1255 4356  
 Passcode: 067927

**Brian O'Riley**  
 Planning Commissioner

**Dan Schultz**  
 Planning Commissioner

**Derek Poinsette**  
 Planning Commissioner

**Eben Sargent**  
 Planning Commissioner

**Erika Merklin**  
 Planning Commissioner

**Rachel Saitzyk**  
 Planning Commissioner

**Patty Brown**  
 Planning Commissioner

**Craig Loomis**  
 Assembly Liaison

**Annette Kreitzer**  
 Borough Manager

**Alekka Fullerton**  
 Borough Clerk

**Kiersten Long**  
 Deputy Clerk

**Andrew Conrad**  
 Borough Planner

- 1. CALL TO ORDER/ PLEDGE TO THE FLAG/ LAND ACKNOWLEDGEMENT/ROLL CALL**
- 2. APPROVAL OF AGENDA & CONSENT AGENDA**  
*[The following Consent Agenda items are indicated by an asterisk (\*) and will be enacted by the motion to approve the agenda. There will be no separate discussion of these items unless a planning commission member or other person so requests, in which event the asterisk will be removed and that item will be considered by the planning commission on the regular agenda.]*  
Consent Agenda:  
 3 – Approve Minutes from 2-8-24 Regular Planning Commission
- \*3. APPROVAL OF MINUTES – 2-8-24 Regular Planning Commission Meeting**
- 4. PUBLIC COMMENTS** – [For any topics not scheduled for public hearing. Individual comments are limited to 3 minutes unless another yields 3 minutes to the speaker in advance] *Note: during this section of the agenda, the commission will listen and take notes. No official action will be taken at this time. Please address the planning commission at the podium provided, use the microphone, and state your full name for the record and the topic of your comment.*
- 5. COMMISSIONER COMMENTS –**  
**A POINSETTE – Regional Landslide Working Group Report**
- 6. CHAIR REPORT –**  
**A. Bear/Human Conflict Mitigation Committee Status**  
**B. Scheduling a Community Meeting on Developing an Advisory Group for Support to the Planning Commission around Developments in Landslide Susceptible Zones.**
- 7. SUBCOMMITTEE REPORTS – None**
- 8. ASSEMBLY LIAISON REPORT – Assembly member Loomis**
- 9. STAFF REPORT**  
**A. Planner Report – Supplemental Document**  
**B. Prospects for Continuation of the Small Boat Harbor Expansion Project**  
**C. Process for Reporting Right-of-Way Concerns**  
**D. Comprehensive Plan Update**
- 10. PUBLIC HEARINGS –**  
**A. Conditional Use Permit #24-001 Extension of permit #19-03 Resource Extraction – Highland’s Estates Inc. & St. James Place C-208-TL-0400 & C-208-TL-03A0 – Rural Mixed Use Zone.**  
*On 3-14-19 conditional use permit #19-03 was approved by a previous planning commission. The permit was valid for five (5) years. After expiration of a permit, the applicant must reapply. Public comments shall be taken prior to the applicant’s presentation.*

**10. PUBLIC HEARINGS – Continued**

**B. Land Use Permit #23-101 Change of use – Port Chilkoot Rentals - C-PTC-0C-0600 – Significant Structures Zone.**

*The Planning Commission is acting as the Historic District Committee per HBC 18.70.050(C) and must apply the specific approval criteria contained in 18.60.020(G). The commission must determine if the development is: a) one of the surveyed historic structures, or b) the development has a material effect upon the general character of the district and any of the individual structures. If either of these conditions are met, the commission will apply the 9 specific approval criteria in 18.60.020(G) Public comments shall be taken prior to the applicant’s presentation.*

**11. UNFINISHED BUSINESS - None**

**12. NEW BUSINESS**

**A. Rehearing on appeal of Planning Commission Decision – Conditional Use Permit #23-87 Resource Extraction - Glacier Construction Inc., dba. Southeast Road Builders.**

*On 12/12/23, the Assembly remanded CUP #23-87 to the Planning Commission with the requirement that Southeast Road Builders resubmit conditional use permit 23-87 as two applications.*

**Direction to the Planning Commission from the Assembly:** *With the remand to the Planning Commission, as the subject matter experts with respect to approval criteria for conditional use permits, the Planning Commission is empowered to resolve the matter in any way it could resolve the original permit applications. Both the appellants and the permittee may provide additional information and need not be limited by the existing information. The Planning Commission may approve the permit, deny the permit, or grant the permit with modifications, including granting the permit for one site and denying it as to the other. If the Planning Commission’s decision is an outright denial of all permit rights, it constitutes vacation of the existing permit. If the commission grants any permit rights, that is best accomplished as a modification of the existing permit. Site A should be referred to as Conditional Use Permit 23-87A and Site B should be referred to as Conditional Use Permit 23-87B.*

**Site A (#23-87A): Statement from Southeast Road Builders:**

*Southeast Road Builders (SERB) still intends to submit a separate application for CUP #23-87A they have a geotechnical engineer scheduled to visit the site mid-March. In addition to the consultation with a geotechnical engineer they have been in discussions with AMHS to coordinate with their concerns as it relates to the project. They are requesting to delay their rehearing with the Planning Commission.*

**Site B (#23-87B):** *SERB has resubmitted their application for site B, which is in front of the planning commission. As discussed above, the Planning Commission must evaluate the Conditional Use Permit using the General and Specific approval criteria.*

- *HBC 18.60.010 General Approval criteria.*
- *HBC 18.60.020(A) Resource Extraction.*
- *HBC 18.50.040(A) Requirements to be met*

*If the commission finds that the development implements all the relevant requirements of this section, it shall issue a conditional use permit and the conditions and requirements, or the commission otherwise determines the development is not in compliance with this title, the commission shall deny the permit and note with particularity its reasons for this decision. HBC 18.50.040(B) The commission may alter the manager’s proposed permit conditions, impose its own, or both. Public comments shall be taken prior to the applicant’s presentation.*

- 13. PUBLIC COMMENTS**
- 14. COMMISSION COMMENTS**
- 15. CORRESPONDENCE**
- 16. SCHEDULE MEETING DATE**
- 17. ADJOURNMENT**