

Working Group Meeting Notes – August 6, 2025

2035 Ketchikan Gateway Borough Comprehensive Plan Update

Wednesday, August 6, 2025; 10-11:30 PM at Planning Department Conference Room and via Zoom

For questions about this meeting, contact: Talya Stek, Ketchikan Gateway Borough Associate Planner, (907) 228-6618 | talyas@kgbak.us

NEXT MEETING DATE (TENTATIVE): No date set yet.

TOPICS: (1) Public Review Draft Release Debrief; (2) Outreach

Discussion

1. Public Review Draft (PRD) Debrief:

- Executive Summary, Core Plan, Appendices are the key components.
 - i. ES is the same info as Core Plan – just a more succinct way to introduce the plan, usually used for lawmakers, etc.
 - ii. Core Plan includes themes, goals, strategies, and action.
 - iii. Appendices = land use, background data, and outreach data.
- Sources that informed the draft – not just community survey. Staff, public meetings, work group, spatial analysis, background documents, approved plans, and more!

2. Introduction

- Happy to talk to folks that are not able to make it to today's meeting – contact Talya, Meg, and Holly
- Website review – We are primarily using the project website for Public Review Draft hosting.
- Comments and Discussion:
 - a. Borough website needs better linkage to project website. Frank will talk with Borough staff about linking from Borough site.
 - b. Only five comments so far. All comments are tracked and responded to.
 - c. Partners & Focus Groups received an email blast when Public Review Draft was released.
 - d. Talya distributed cards for outreach – WG to help distribute
 - e. Open House is 2pm-5pm on Thursday, Aug. 21 at Rec Center. Frank and Talya are organizing and will host.
 - f. Good job on outreach!

4. Outreach / Public Participation

KGB Comprehensive Plan Outreach to date:

- Email to all Borough staff, Planning Commissioners, Assembly members
- Email to Working Group
- Email blast to those who have signed up for updates (primarily survey participants who shared their email address with us) 200+
- Two Facebook posts on Borough site (both posts shared 10 times.) Facebook post about Borough being at Blueberry Arts Festival to talk about the comprehensive plan.
- Article in Ketchikan Daily News on July 17th
- Announced in July 21st manager's report
- Flyers and business cards
- PSAs airing on KRBD

Upcoming:

- Talya and Frank on KRBD morning show on Aug. 18th to talk about comp plan and upcoming open house
- Open House on Aug. 21, 3-5 pm at the Rec Center
- Two more email blasts/additional Facebook posts

Comment deadline: EOD Wednesday, August 27th.

5. Introduction Chapter: Comments by Working Group

- Project Area corrections and revisions: In the lower paragraph revise reference to local and regional Tribes.
- The Intro is helpful to frame the mindset for the reader and how the plan. Did an excellent job of what it represents and how important it is.

6. Land Use and Environment Chapter:

- Strategies order look good.
- Rely on the Tourism strategy for tourism areas **"Implement the Tourism Strategy."**
- Make sure development cost increases are discussed in floodplain and building code strategies/actions.

7. Housing Chapter:

- No references to tiny houses. It's popular topic especially with limited land availability.
 - i. Find available land is step 1; strategy 2 doesn't focus on tiny homes – some developers had concerns about cost to develop, so focused on middle housing (duplex, triplex)
- I agree that tiny homes should be there, but there are no restrictions. The hurdle is homeowners' insurance.
- We may want to have a policy in the plan for multiple detached homes on one parcel. Code sometimes makes it harder.
- The Borough is having to grant several variances – this needs to be cross referenced with both Land Use and Housing chapters.
- "Monitor" STRs. Suggest creating a permitting process for that. It will help with indicators and monitoring
- The city charges a lot for construction disposal. That could be addressed to help with "affordability."

8. Economic Development:

- Pleased to see some focus on workforce development, CTE, education.
- Strategy 1 – suggest revising to support development that "may be identified in future documents like CEDS, including but not limited to."
- Under D – KIC members now has a small business advisor and department that could be included in the list.
- Strategy 3: Skilled and Resilient workforce – KIC has a CTE program and are one of the five pilot tribes doing a school compact with state/school districts/Tribes. That could be mentioned.
- Food Security – Explore/Support of traditional subsistence – Ketchikan is now a rural community and subsistence is now afforded to us. Subsistence food items helps with cost of living. It doesn't really come through in the Census but could be mentioned in the plan.

9. Cultural/Wellness/Education:

- Need guidelines for addressing opiate crises... would like to see a more comprehensive approach instead of piecing it out.
- Strategy 3, 4, 5 are nebulous. Sharli will email questions she had about vagueness.

10. Next Steps and Closing Thoughts

- Working Group to help with outreach
- PC Revisions / Amendment Process will inform the next draft (**Public Hearing Draft**).
- **Great job on the plan!**

Attendance

Name	Organization & Title
Diane Gubatayao	Ketchikan Gateway Borough, Planning Commission
Richard Harney	Ketchikan Indian Community, Tribal Planner
Riley	Ketchikan Indian Community

Sharli Arntzen	Ketchikan Gateway Borough, Assembly
Frank Maloney	Ketchikan Gateway Borough, Planning Director
Talya Stek	Ketchikan Gateway Borough, Associate Planner
Meg Friedenauer	Agnew::Beck Consulting, Project Manager
Holly Smith	Agnew::Beck Consulting, Associate

Participants Invited

Name	Organization & Title
Ginger McCormick	City of Saxman, Clerk
Alma Parker	Filipina Community Representative
Lacey Simpson	City of Ketchikan, Assistant Manager
Michael Martin	Ketchikan Gateway Borough, Planning Commission Chair No longer PC
Richard Harney	Ketchikan Indian Community, Tribal Planner
Rob Arnold	Ketchikan Gateway Borough, Planning Commission
Kathy Bolling	Ketchikan Gateway Borough, Assembly
Jaimie Palmer	Ketchikan Gateway Borough, Assembly

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