

## AGENDA

FOR THE REGULAR MEETING  
OF THE CITY COUNCIL FOR THE  
CITY OF THORNE BAY, ALASKA

TUESDAY, JUNE 4, 2024

TIME: 6:30 p.m.

---

**THERE WILL BE A WORKSHOP BEGINNING AT 6:00PM**

LOCATION: IN PERSON AT CITY HALL **or** TELECONFERENCE/VIDEO CONFERENCING LINE

Phone Number: 1-650-479-3208 Meeting

Link:

<https://cityofthornebay.my.webex.com/cityofthornebay.my/j.php?MTID=m99f71eee7f975b71d7ee0f9f7c5e44a1>

Meeting number: 182 323 7632 Password **MghMxgJy424** (64469459 from phones and video systems)

---

- 1) **CALL TO ORDER:**
- 2) **PLEDGE TO FLAG:**
- 3) **ROLL CALL:**
- 4) **APPROVAL OF AGENDA:**
- 5) **MAYOR'S REPORT:**
- 6) **ADMINISTRATIVE REPORTS:**
  - a) City Administrator:
  - b) Clerk: None
- 7) **DEPARTMENT REPORTS:**
  - a) WATER: In Packet
  - b) VPSO:
  - c) EMS:
- 8) **PUBLIC COMMENTS:**
- 9) **COUNCIL COMMENTS:**
- 10) **PUBLIC HEARING:**
  - a) 24-04-25-01 PZ Variance application to be permitted development of an undersized lot within RES/COMM II Zone.
- 11) **CONSENT AGENDA:**
  - a) Minutes of the May 7, 2024, Regular City Council Meeting, discussion and action item:
- 12) **NEW BUSINESS:**
- 13) **ORDINANCES FOR PUBLIC HEARING:**
  - a) **Ordinance 24-05-04-01: AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF THORNE BAY,ALASKA; PROVIDING FOR THE ESTABLISHMENT OF THE BUDGET FOR THE CITY OF THORNE BAY,FISCAL YEAR 2024, JULY 1, 2023 -JUNE 30, 2024, ANTICIPATED REVENUES AND EXPENDITURES**
- 14) **ORDINANCES FOR INTRODUCTION:**
- 15) **CONTINUATION OF PUBLIC COMMENT:**
- 16) **CONTINUATION OF COUNCIL COMMENT:**
- 17) **ADJOURNMENT:**

POSTED: May 31, 2024

## Minutes

FOR THE REGULAR MEETING  
OF THE CITY COUNCIL FOR THE  
CITY OF THORNE BAY, ALASKA  
TUESDAY, MAY 7, 2024

TIME: 6:30 p.m.

---

### THERE WAS A WORKSHOP OF THE CITY COUNCIL HELD AT 6:00PM

#### 1) CALL TO ORDER:

Burger called the meeting to order at 6:30 p.m.

#### 2) PLEDGE TO FLAG:

The audience and council stood for the pledge to the flag.

#### 3) ROLL CALL:

Those present were:

Blair, LaVoie, Burger, Lovell, Hartwell & Kaer

Those absent were:

Nyquest

#### 4) APPROVAL OF AGENDA:

Burger moved to approve the agenda. Hartwell seconded the motion. No Further Discussion.

MOTION: Move to approve the Agenda.

F/S: Burger/ Hartwell

YEAS: Kaer, Blair, LaVoie, Burger, Hartwell, Lovell

NAYS: None

ABSENT: Nyquest

STATUS: Motion Passed.

#### 5) MAYOR'S REPORT: Vice Mayor – no report given

#### 6) ADMINISTRATIVE REPORTS:

##### a) City Administrator: See Attached

-**Lovell** questioned where the end of pavement on the project would stop, **Huestis** responded that over 10 yrs before, the project stopped the pavement at Tolstoi Bay, however, current Kasaan residents would support pavement all the way to Kasaan but it's up to the Tribal Council.

-**Kaer** questioned if the water going into Kuntz's pit was tested due to vehicles up stream, **Huestis** denied testing.

-**Blair** commented that there is more than one junkyard upstream from the lake.

##### b) Clerk: Attached in Packet

#### 7) DEPARTMENT REPORTS:

##### a) WATER: In Packet

#### 8) PUBLIC COMMENTS: None

#### 9) COUNCIL COMMENTS:

-**Lovell** inquired if there are Grants available for Electricity? **Huestis** clarified that the City is not in the business of Power any longer. It would fall on AP&T, the city would not be eligible as we don't own any

of the power system. **Burger** gave some history on when the electricity was given up by the city. **Huestis** further clarified that we don't look as we aren't eligible, but there may be some individual grants available to the public.

-**Hartwell** commented that he would like some trashcans put out at the Claw.

10) **PUBLIC HEARING: NONE**

11) **CONSENT AGENDA:**

a) Minutes of the April 2, 2024, Regular City Council Meeting, discussion and action item:

Burger Moved to approve the Consent Agenda, Hartwell Seconded. No Further Discussion

MOTION: Move to approve the Consent Agenda, Minutes from April 2, 2024, Regular City Council Meeting.

F/S: Burger/ Hartwell

YEAS: Kaer, Blair, LaVoie, Burger, Hartwell, Lovell

NAYS: None

ABSENT: Nyquest

STATUS: **Motion Passed**

12) **NEW BUSINESS:**

a) **RESOLUTION 24-05-07-01** Approving The Short-Term Lease With Sharon & Cornell LLC For Lease Of City Owned Tidelands Located At 1212 (B) Shoreline Drive, For The Purposes Of Operating A Restaurant Discussion And Action Item;

Burger Moved to approve Resolution 24-05-07-01, Hartwell Seconded. Discussion as follows:

**-Kaer questioned if it was the same restaurant location? Burger confirmed. No further discussion.**

MOTION: Move to approve Resolution 24-05-07-01, Approving the Short-term Lease With Sharon & Cornell LLC for Lease of the City Owned Tidelands

F/S: Burger/Hartwell

YEAS: Kaer, Blair, LaVoie, Burger, Hartwell, Lovell

NAYS: None

ABSENT: Nyquest

STATUS: **Motion Passed**

b) **RESOLUTION 24-05-07-02:** Approving The Certified Financial Statement Discussion And Action Item;

Burger Moved to approve Resolution 24-05-07-02, Hartwell Seconded.

Discussion as follows: None

MOTION: Move to approve Resolution 24-05-07-02, Approving the Certified Financial Statement

F/S: Burger/Hartwell

YEAS: Kaer, Blair, LaVoie, Burger, Hartwell, Lovell

NAYS: None

ABSENT: Nyquest

STATUS: **Motion Passed**

- c) **RESOLUTION 24-05-07-03:** Authorizing John Huestis To Submit The USDA’S Reconnect Grant, Discussion And Action Item

Burger Moved to approve Resolution 24-05-07-03, Blair Seconded.

Discussion as follows: **Huestis** explained the purpose of the Resolution, to submit the application. Since Thorne Bay is considered Socially Vulnerable Community, we are qualified for a 100% match.

MOTION: Move to approve RESOLUTION 24-05-07-03: Authorizing John Huestis To Submit The USDA’S Reconnect Grant.

F/S: Burger/ Blair  
YEAS: Kaer, Blair, LaVoie, Burger, Hartwell, Lovell  
NAYS: None  
ABSENT: Nyquest  
STATUS: **Motion Passed**

- d) **RESOLUTION 24-05-07-04:** Agreeing to Complete The Reconnect5 Grant Funded Project, Discussion and Action Item;

Burger Moved to approve Resolution 24-05-07-04, Kaer Seconded. Discussion as follows:

MOTION: Move to approve RESOLUTION 24-05-07-04: Agreeing to Complete the Reconnect5 Grant Funded Project.

F/S: Burger/Kaer  
YEAS: Kaer, Blair, LaVoie, Burger, Hartwell, Lovell  
NAYS: None  
ABSENT: Nyquest  
STATUS: **Motion Passed**

- e) **RESOLUTION 24-05-07-05:** Approving the Renewal of Short-Term Lease with Papac Logging Inc., Discussion and Action Item;

Burger Moved to approve Resolution 24-05-07-05, Blair Seconded. Discussion as follows: None

MOTION: Move to approve RESOLUTION 24-05-07-05: Approving the Renewal of Short-Term Lease with Papac Logging Inc.

F/S: Burger/Blair  
YEAS: Kaer, Blair, LaVoie, Burger, Hartwell, Lovell  
NAYS: None  
ABSENT: Nyquest  
STATUS: **Motion Passed**

13) **ORDINANCES FOR PUBLIC HEARING:**

14) **ORDINANCES FOR INTRODUCTION:**

15) CONTINUATION OF PUBLIC COMMENT: NONE

16) CONTINUATION OF COUNCIL COMMENT: **Lovell** explained that Mel Cook is interested in setting it up at the Harbor and having the Thorne Bay School Students set it up and manage it. **Huestis** said that the machine may be broke and the company never returned calls for repairs, but the service would be nice for the community. Whoever takes it on has to dispose of the machine if things don't work out.

**Kaer** requested that Davidson Landing get some phone numbers posted for people to contact about fires and emergencies.

17) ADJOURNMENT: Vice Mayor Burger adjourned the meeting at 7:15 PM.

---

Lee Burger, Vice Mayor

ATTEST:

---

Caitlyn Sawyer, City Clerk/Treasurer

To: City of Thorne Bay City Council  
P.O. Box 19110  
Thorne Bay, AK 99919

Re: Variance Application for Tyler Watson

Dear Council Members,

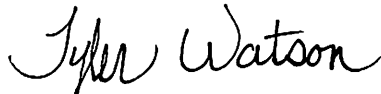
I am requesting that you consider my variance application for 1203 Shoreline Drive (Lot 20 Block 4). The lot size is less than city minimum density requirements, however most every lot in Residential/Commercial I is at, or over this requirement.

The proposed improvements would benefit the city by removal of unappealing housing, removal of copper piping, and adding updated housing. This lot size restriction brings unnecessary hardship on the few property owners of lots less than 4500 sq. ft. The application proposal meets all other city requirements for that zoning. This development will also address (if applicable) the survey notation on pg. 6 of Survey Plat 83-42, which states "a primary structure encroached on a public street or thoroughfare will be removed by the owner of the improvement by 4:30 p.m. July 1, 2033."

It would also be beneficial to have the variance transferable to any future owner, in the event that construction is not completed prior to sale. It is understood that any changes to the application would require a new submission and approval.

Thank you for your consideration of this request.

Sincerely,

A handwritten signature in cursive script that reads "Tyler Watson".

Tyler Watson



For Office Use Only

Application No.: 24-04-2501  
Date: 4/25/24  
Fee: PO

### VARIANCE APPLICATION

PLEASE PROVIDE IN FULL THE FOLLOWING INFORMATION (TYPE OR PRINT LEGIBLY)

New Development: Yes: X No: \_\_\_\_\_

Modification to Existing Development: Yes: \_\_\_\_\_ No: X

• Variance to Permit: Development of Res/Com I density. Lot is less than the  
(Complete narrative as attachment if necessary)  
4500 # required. Is apx 2482.92 #

• Where City Code Requires: 4500 # in Res/Com I

Legal Description of said Property (lot, block, tract, subdivision): Lot 20 Block 4  
Plat # 83-42

General Description of Project: Single family dwelling over single car garage

Zoning: Residential-Commercial I Lot Area: 2482.92 #

Square Footage of Structure: Existing: 784 # apx Proposed: 1232 # (multi-level)

Number of Dwelling Units: Existing: 1 Proposed: 1

Agent: Tyra Huestis  
(Signature\*)

Owner: Tyler Watson  
(Signature\*\*)

Name: Tyra Huestis  
(Print)

Name: Tyler Watson  
(Print)

Address: PO Box 19611  
Thorne Bay AK 99919  
(City State Zip)

Address: 21715 NE WH Garner Rd.  
Vacolt, WA 98675  
(City State Zip)

Telephone: 907-828-3470

Telephone: 360-608-5985

Email: tyrahuestis@gmail.com

Email: rustlersroost@hotmail.com





Application No.: 24-04-25-01  
Date: 4/25/24

## **VARIANCE APPLICATION CHECKLIST:**

An application for a platting variance shall include:

1. A drawing of the plat or photocopy of the existing survey;  
Drawing or Map must include:
  - i. North point arrow, date and scale;
  - ii. Exterior property boundaries and dimension;
  - iii. Access;
  - iv. All easements on the property;
  - v. Location of all existing and proposed buildings on the property and their approximate distance from the lot lines;
  - vi. Sewer and water lines and power poles serving the property.
2. Proof of title of the applicant;  
*An authorization letter must be provided by the owner if an agent is providing representation.  
If ownership cannot be verified through the Alaska Records Office, a copy of the recorded warranty deed, a copy of a valid purchase contract, or a signed/notarized letter from the owner of record must be submitted.*
3. A written application in narrative form explaining the conditions, facts and reasons why a variance should be granted and why such facts and reasons constitute compliance with each of the requirements for variance as stated herein.
4. Application shall be made to the city clerk, who shall forward the application to the Planning Official and platting board.

## **TNBMC Title 16.36.010 - VARIANCE REQUIREMENTS:**

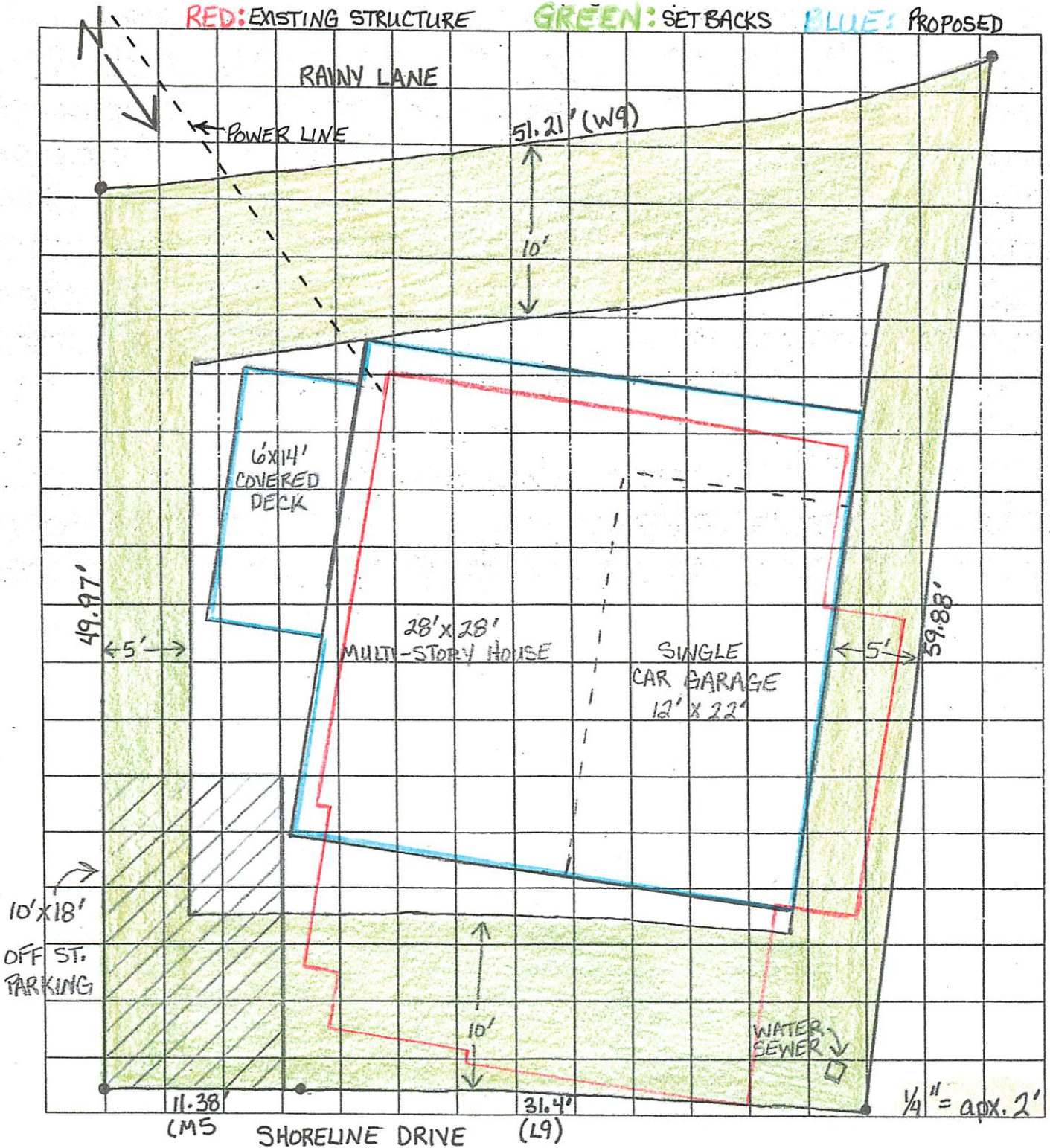
- A variance from the requirements for this title may be granted only if the following conditions are met:
1. The granting of a platting variance will not be detrimental to the public health, safety or welfare, or injurious to adjacent property.
  2. The conditions upon which the platting variance is based do not apply generally to the properties other than the property for which the variance is sought.
  3. The tract to be subdivided is of such unusual size and shape or topographical configuration that strict application of the requirements of this title will result in undue and substantial hardship to the owner of the property.
  4. Implementation of the variance will not cause a violation of a state fire regulation adopted pursuant to AS 18.70.080. (Ord. 87-01 § 11(part), 1987)



# VARIANCE APPLICATION SITE PLAN

**SITE PLAN** per Section 17.04.045 (b) (i-vi) of the Thorne Bay Municipal Code  
 Use the space below to draw a map of the site, providing the following information as listed below and in Thorne Bay Municipal Code 17.04.045 (b) (i-vi). The State of Alaska Department of Commerce aerial maps with property lines are a useful tool to assist with developing the map.

**RED: EXISTING STRUCTURE**      **GREEN: SETBACKS**      **BLUE: PROPOSED**





## VARIANCE APPLICATION APPLICANT STATEMENT

(Page 1 of 2)

### Applicant certifies the following statements are true:

1. That there are exceptional physical conditions or circumstances on the property or that would relate to its intended use or development that make the variance necessary;  
 True       False
2. That the particular conditions or reasons that require the variance are not caused by the person requesting the variance;  
 True       False
3. That the strict application of the provisions of this title would result in unnecessary hardship;  
 True       False
4. That approval of the variance would not be detrimental to the health, safety and welfare of other properties in the vicinity;  
 True       False
5. That the variance will not allow a land use in a zone that prohibits that particular land use;  
 True       False
6. That approval of the variance is consistent with the comprehensive plan;  
 True       False
7. That the variance is not requested because of monetary considerations or inconvenience.  
 True       False
8. That the variance request is for work yet to be performed.  
 True       False





Application No.: 24-04-25-01  
Date: 4/25/24

VARIANCE APPLICATION  
APPLICANT STATEMENT  
(Page 2 of 2)

APPLICANT STATEMENT

I, Tyra Huestis, have received a copy of the ordinance and understand the ordinance requirements.

**Declaration:** I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief and I undertake to inform you of any changes therein, immediately. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I am aware that I may be held liable for it.

Applicant(s):

Tyra Huestis 4/25/24  
Signature Date

\_\_\_\_\_  
Signature Date

NOTARY STATEMENT:

(May be Notary Public, Postmaster or City Clerk)

State of Alaska

City of Thorne Bay

Sworn to and subscribed before me this 25<sup>th</sup> day of April, 2024.

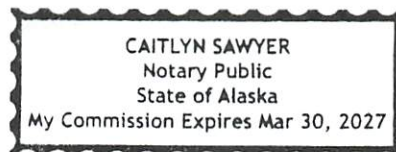
By: Tyra Huestis

Produced as ID: Tyra Huestis

By: \_\_\_\_\_

Produced as ID: \_\_\_\_\_

[Signature]  
Notary Public  
Commission Expires: 3/30/2027



## City Clerk

---

**From:** City Clerk  
**Sent:** Thursday, April 25, 2024 8:26 AM  
**To:** Tyler Watson  
**Subject:** RE: Watson-Huestis

Received, thank you.

Caitlyn Sawyer  
City Clerk/Treasurer  
Library Director

120 Freeman Dr.  
Po Box 19110  
Thorne Bay, AK 99919

907-828-3380 | 907-828-3374 (FAX)  
cityclerk@thornebay-ak.gov | thornebay-ak.gov

-----Original Message-----

**From:** Tyler Watson <rustlersroost@hotmail.com>  
**Sent:** Monday, April 22, 2024 2:31 PM  
**To:** City Clerk <cityclerk@thornebay-ak.gov>  
**Subject:** Watson-Huestis

Good afternoon,

We are owners of a house on Shoreline drive that we are applying to allow the replacement of the home in the future. It is our wish to have Tyra Huestis (my sister) submit the needed paperwork and represent us in this matter. Please let me know what I need to do to make that possible

Kind regards

Tyler Watson  
Sent from my iPhone