



CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS
330 Harbor Drive
Sitka, AK
(907)747-1811

Meeting Agenda City and Borough Assembly

*Mayor Mim McConnell
Deputy Mayor Matt Hunter
Vice-Deputy Mayor Phyllis Hackett, Pete Esquiro, Mike Reif,
Benjamin Miyasato and Aaron Swanson*

*Municipal Administrator: Mark Gorman
Municipal Attorney: Robin L. Koutchak
Municipal Clerk: Colleen Ingman, MMC*

Tuesday, January 28, 2014

6:00 PM

Assembly Chambers

Worksession: 5:00pm to 5:50pm

Presentation on the Ride (Community) and the need for CBS funding support

[14-020](#)

Worksession Materials

Attachments: [CFC STA GreenLine Support Request](#)
[Maps of Transit Cutbacks due to Budget Shortfalls](#)

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

IV. CORRESPONDENCE/AGENDA CHANGES

[14-021](#) Correspondence Materials

Attachments: [Reminders and Calendars](#)
[Report on Transit Services RFP](#)

V. CEREMONIAL MATTERS

None anticipated.

VI. SPECIAL REPORTS: Government to Government, Municipal Boards/Commissions/Committees, Municipal Departments, School District, Students and Guests (time limits apply)

Utility Director, Chris Brewton

VII. PERSONS TO BE HEARD

Public participation on any item off the agenda. Not to exceed 3 minutes for any individual.

VIII. REPORTS**a. Mayor, b. Administrator, c. Attorney, d. Liaison Representatives, e. Clerk, f. Other****IX. CONSENT AGENDA**

All matters under Item IX Consent Agenda are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- A** [14-013](#) Approve the minutes of the January 14, 2014 Assembly meeting
Attachments: [Consent minutes](#)
- B** [14-014](#) Reappoint: 1) Jeff Mossige to a term on the Parks and Recreation Committee, 2) Chris Gale to a term on the Tree and Landscape Committee, and 3) Chris Spivey to a term on the Planning Commission
Attachments: [Consent and motion Mossige](#)
 [Consent Gale](#)
 [Consent Spivey](#)
- C** [14-015](#) Grant preliminary approval for the sale of 10,797 square feet of tidelands off Katlian Avenue to North Pacific Seafoods
Attachments: [Consent sale of tidelands](#)
- X. UNFINISHED BUSINESS:**
- D** [ORD 13-47A](#) Modifying SGC 6.16.010 entitled "Sales-Permit, Fees and Regulations" regarding Outdoor Sales of Goods or Articles in the CBD District, Public Use Zone and Public Boat Harbors
Attachments: [Ord 13-47A](#)
- E** [ORD 14-01](#) Amending the official Sitka Zoning Map to rezone Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village from R-1 Single-Family and Duplex Residential to WD Waterfront
Attachments: [Ord 14-01](#)
- F** [ORD 14-02](#) Amending Sitka General Code at Chapter 9.20 entitled "Smoking in Public Places and Places of Employment" to modify Section 9.20.035 regarding prohibition of children in places where smoking is permitted
Attachments: [Ord 14-02](#)

XI. NEW BUSINESS:**New Business First Reading**

- G** [ORD 14-03](#) Amending Sitka General Code Sections 3.16.030 entitled "Open Market Procedures" and 3.16.060 entitled "Exceptions to Competitive Bidding Requirements"
Attachments: [Ord 14-03 REVISED](#)

Additional New Business Items

- H** [14-019](#) Request the Sitka Convention and Visitors Bureau form a planning committee for the one-off cruise ships scheduled in May
Attachments: [Planning committee cruise ships](#)
- I** [14-016](#) BOA: Approval of a conditional use permit for metal welding and fabrication at 115 Harvest Way Unit #3 filed by Brian Schauwecker
Attachments: [Motion BOA Schauwecker](#)
 [BOA Hearing Outline](#)
 [Cond Use information Schauwecker](#)
- J** [RES 14-01](#) Authorizing a loan application to the Alaska Energy Authority Power Project Fund for funding construction of the Blue Lake Hydroelectric expansion project
Attachments: [Res 14-01](#)
- K** [14-017](#) Approve sending a member of the Assembly to the Cruise Shipping Miami Expo in March to promote Sitka to the cruise industry
Attachments: [Cruise Shipping Miami](#)
- L** [14-018](#) Discussion/Decision/Direction on tasking a CBS Board, Commission, or Committee with the development of a community compost area
Attachments: [Discussion Decision community compost](#)

XII. PERSONS TO BE HEARD:

Public participation on any item on or off the agenda. Not to exceed 3 minutes for any individual.

XIII. EXECUTIVE SESSION**XIV. ADJOURNMENT**

*Sara Peterson, CMC
Acting Municipal Clerk
Publish: January 24*

Server Error

The server encountered a temporary error and could not complete your request.

Please [try again](#) in 30 seconds.

	BASE YEAR SFY13 --end 6/30/13	SFY14 (City Fiscal Year), end 6/30/14		SFY15 (CITY Fiscal Year) Start 7/1/14		SFY16 (CITY Fiscal Year) Start 7/1/15	
Center for Community ("CFC") operational/admin RESOURCES for STA/CareAVan/CFC:	BASE YEAR SFY13	CFC Plan for SFY14-1st increase STA contract in 3 years	SFY14	SFY15 BASE Revenue & Expenses for CFC	Changes in FY15 CFC funding & expenses	SFY16 BASE Revenue & Expenses for CFC	Changes in FY15 CFC funding & expenses
FORMULA MAXED: State DOT grant 5311 Operating	\$405,124	\$391,871		\$391,871		\$391,871	
FORMULA: MAXED State 5311 Admin	\$80,049	\$93,302		\$93,302		\$93,302	
Varies by Legis. vote: State Match grant	\$128,324	\$57,907		\$57,907		\$57,907	
Small increases possible 5310 Paratransit	\$97,500	\$111,032		\$115,000	\$3,968	\$115,000	
Probably maxed: 5310 SocServ Vouchers	\$8,000	\$8,000		\$16,000	\$8,000	\$16,000	
Contract sales to Sitka health, social, education agencies	\$0	\$6,000		\$5,000	-\$1,000	\$5,000	
Time limited: extra or leftover 5311	\$0	Extra or \$89,070 carryover grant		Carry over grant \$71,375		\$0	no carry over grant \$
1-Time leftover AK State Gr match	\$0	\$4,805		\$0		\$0	
Rising slightly each year: CFC 2/3 fares	\$34,286	\$34,286		\$36,000	\$1,714	\$37,500	1,500
Subtotal: Revenue available to CFC	\$753,283	\$796,273	with carryover	\$786,455	with carryover	\$716,580	no carryover
CFC TRANSIT EXPENSES		CFC Plan for SFY14-1st increase STA contract in 3 years	CFC make up Tribal Transit shortfall	CFC SFY15	CFC PARTIAL make up Tribal Transit shortfall	CFC SFY15	CFC PARTIAL make up Tribal Transit shortfall
Operating due to SESS for Care A Van	\$143,312	\$143,878		\$152,511	\$8,633	\$152,511	
Operating due to STA for Blue & Red Lines	\$389,709	\$462,290		\$462,290		\$462,290	
Admin due CFC to Tribe	\$28,800	\$28,800		\$28,800		\$28,800	
If/when CFC Makeup Tribal Transit Deficit	N/A	\$0	\$22,500	\$0	\$78,352		\$8,477
Subtotal Owed to STA n SESS	\$561,821	\$634,968		\$643,601		\$643,601	
Admin for CFC internal	\$51,249	\$64,502		\$64,502		\$64,502	
CFC's TOTAL Expenses for year	\$613,070	\$699,470	\$721,970	\$708,103	\$786,455	\$708,103	\$716,580
SITKA TRIBE TRIBAL TRANSIT Resources for Green Line and as Donations to all THREE lines	BASE YEAR SFY13	SFY14 (City Fiscal Year), end 6/30/14		SFY15 (CITY Fiscal Year) Start 7/1/14		SFY16 (CITY Fiscal Year) Start 7/1/15	
Rising slightly each year: STA 1/3 fares	\$17,143	\$17,143	slight growth	\$18,000	\$857	\$18,750	\$750
Sitka Tribe Donation to Transit from Tribal Roads Money --for administration and bus maintenance	\$35,000	\$35,000		\$35,000		\$35,000	
Annualized Federal Tribal Transit Grant to STA. Direct Federal to STA Tribal Transit Grant. AFTER SFY13, grant reduced by new formula MAP21 Congress Re-Auth 2012.	\$239,100	\$216,600	Grant Shortfall \$22,500	\$140,250	Grant Shortfall \$97,993	\$111,000	Grant Shortfall \$128,100
TRIBAL TRANSIT GRANT SHORTFALL for the GREEN LINE SERVICE	N/A	-\$22,500		-\$97,993		-\$128,000	
CFC make up as much as possible of Tribal Transit Grant Shortfall	N/A	>>>>>>>>>>>>	\$22,500	CFC can make up part of shortfall >>>>>>>>>>>>	\$78,352	CFC can make up part of shortfall >>>>>>>>>>>>	\$8,477
Amount available to Tribe to run Green Line	\$291,243	\$268,743	\$291,243	\$193,250	\$271,602	\$164,750	\$173,227
IN SFY15 and SFY16, CFC is not able to make up total Tribal shortfalls. REMAINING SHORTFALL to GREEN LINE					-\$19,641		-\$118,016
SEEKING CITY ASSISTANCE OF AT LEAST THIS AMOUNT:					\$20,000		\$120,000
					SFY15 (7/1/14)		SFY16 (7/1/15)

Reductions in Public Transit Service if the Green Line must be eliminated due to budget shortfalls.

The two maps/schedules that follow show:

1. The Green Line—which is now funded by a federal Tribal Transit grant to Sitka Tribe. This grant was slashed by Congress in 2012. **Crossed-out areas in orange show services to be eliminated** or put back to 2007 service areas if Green Line is eliminated. (Green Line was first put into service into 2008).
2. The Blue and the Red Lines. If the Green Line is eliminated, then the Blue and Red Lines **would also be cut back—as shown by the crossed out areas in orange.** The Blue Line on Sawmill Creek would pick up the service to Japonski Island sites, but only on a one-hour basis, not the Green Line's ½ hour basis of service.



Have Questions?
 Call the RIDE Hotline
 Mon-Fri, 8:00am - 5:00pm at
 (907) 747-7103

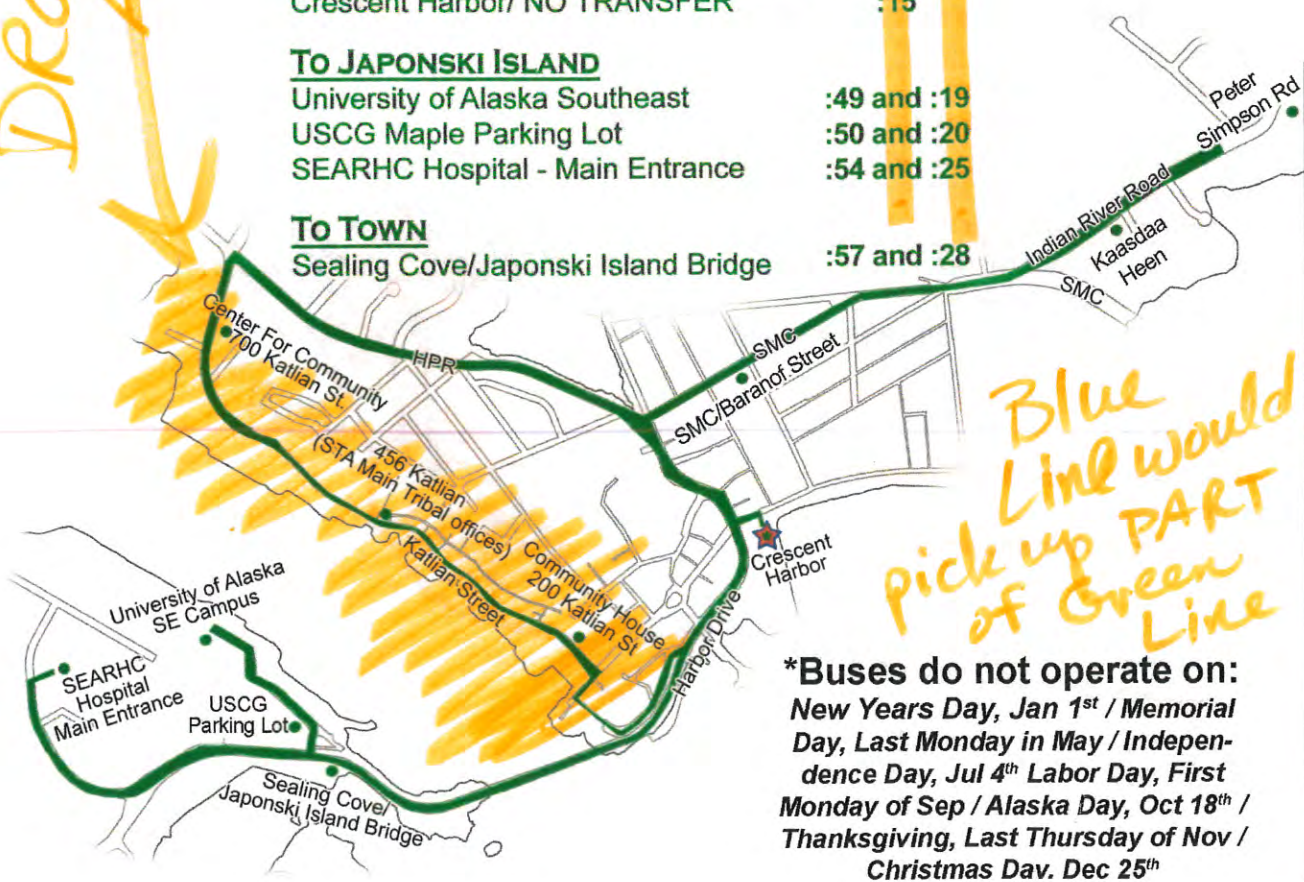
Drop Orange Area

THE GREEN LINE: DOWNTOWN/ISLAND ROUTE

IN TOWN	DEPARTS
Community House – 200 Katlian St	:30 and :59
456 Katlian (STA Main Tribal offices)	:31 and :00
Center For Community – 700 Katlian St	:33 and :03
SMC & Baranof Street	:35 and :05
Indian River: Kaasdaa Heen	:37 and :07
Indian River: Peter Simpson Road	:38 and :08
Crescent Harbor/ ALL LINE TRANSFER	:45
Crescent Harbor/ NO TRANSFER	:15

TO JAPONSKI ISLAND	
University of Alaska Southeast	:49 and :19
USCG Maple Parking Lot	:50 and :20
SEARHC Hospital - Main Entrance	:54 and :25

TO TOWN	
Sealing Cove/Japonski Island Bridge	:57 and :28



Blue Line would pick up PART of Green Line

***Buses do not operate on:**
 New Years Day, Jan 1st / Memorial Day, Last Monday in May / Independence Day, Jul 4th Labor Day, First Monday of Sep / Alaska Day, Oct 18th / Thanksgiving, Last Thursday of Nov / Christmas Day, Dec 25th

SINGLE-RIDE TICKETS & DAILY PASSES are SOLD ON BUSES

MONTHLY BUS PASSES & Punch Cards for 12 or 24 Trips MAY BE PURCHASED AT:

Sitka Tribal Enterprises
 204 Katlian Street
 Mon-Fri, 8:30a-4:30p

Old Harbor Books
 201 Lincoln Street
 Mon-Sat, 10:00a-6:00p

Bear Country Gifts
 401 Lincoln Street
 Mon-Sat, 9:00a-6:00p

Seamart
 1867 Halibut Point Road
 Sun-Sat, 7:00a-11:00p



Catch the RIDE:
Monday - Friday*
6:30a - 7:30p
 Effective August 2011



ALL OF OUR BUSES ARE WHEELCHAIR ACCESSIBLE

Call the Hotline:
 Mon-Fri, 8:00am - 5:00pm at
(907) 747-7103

Need door-to-door RIDES?
 Please see the back panel of this schedule for info about our "PARATRANSIT SERVICES"

PARATRANSIT SERVICES
To Request a Paratransit RIDE
Call Monday-Friday, 8:00am - 5:00pm:
(907) 747-8617

Swan Lake Senior Center, through the RIDE, provides door-to-door transportation services for seniors, age 60 and older and individuals with disabilities. **You are eligible to ride IF:** a) you are age 60 or older OR b) you are under 60 but need assisted transportation due to a permanent or temporary disability. *If you are under 60, please provide a document from a physician attesting to your disability.*

PARATRANSIT FARE STRUCTURE:
 Under 60 yrs: \$2/one way & \$4/round trip
 Seniors 60+ yrs: Donation Requested

PARATRANSIT HOURS OF OPERATION:
 Monday through Friday, 6:30 am to 9:00 pm
 Saturday and Sunday by reservation only
Please call 24 hours in advance for a reservation.

Community RIDE can take you where you want to go in Sitka: shopping, to the doctor, or to visit a friend!

ALL BUSES WHEELCHAIR ACCESSIBLE



FARE STRUCTURE

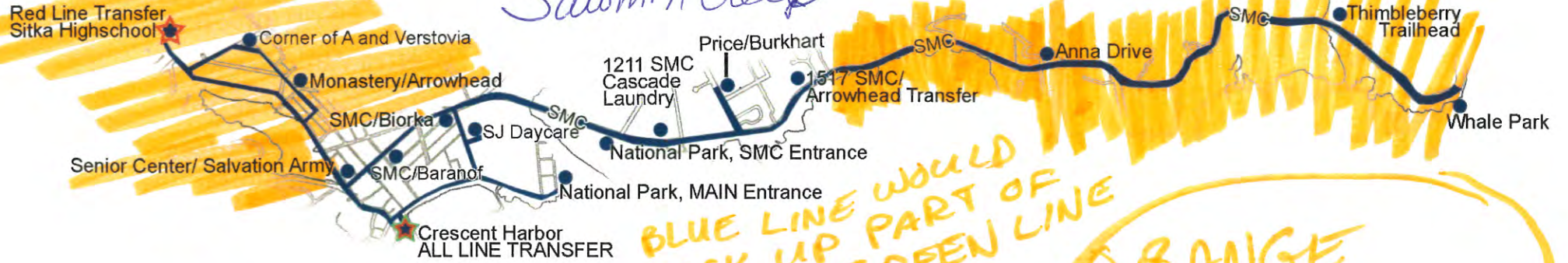
Child= 6 - 17 Yrs
 Adult= 18 - 59 Yrs
 Senior= 60+ Yrs
 Disabled= Any Age

	Child	Adult	Senior/ Disabled
One Way:	\$1	\$2	\$1
Day Pass:	\$3	\$5	\$3
Month Pass:	\$25	\$50	\$25
12-Ride Pass:	\$10	\$20	\$10

FOR FARE INFO
 Call 747-7103

***Buses do not operate on:**

*New Years Day, Jan 1st /
 Memorial Day, Last Monday
 in May / Independence Day,
 Jul 4th / Labor Day, First
 Monday of Sep / Alaska Day,
 Oct 18th / Thanksgiving, Last
 Thursday of Nov / Christmas
 Day, Dec 25th*

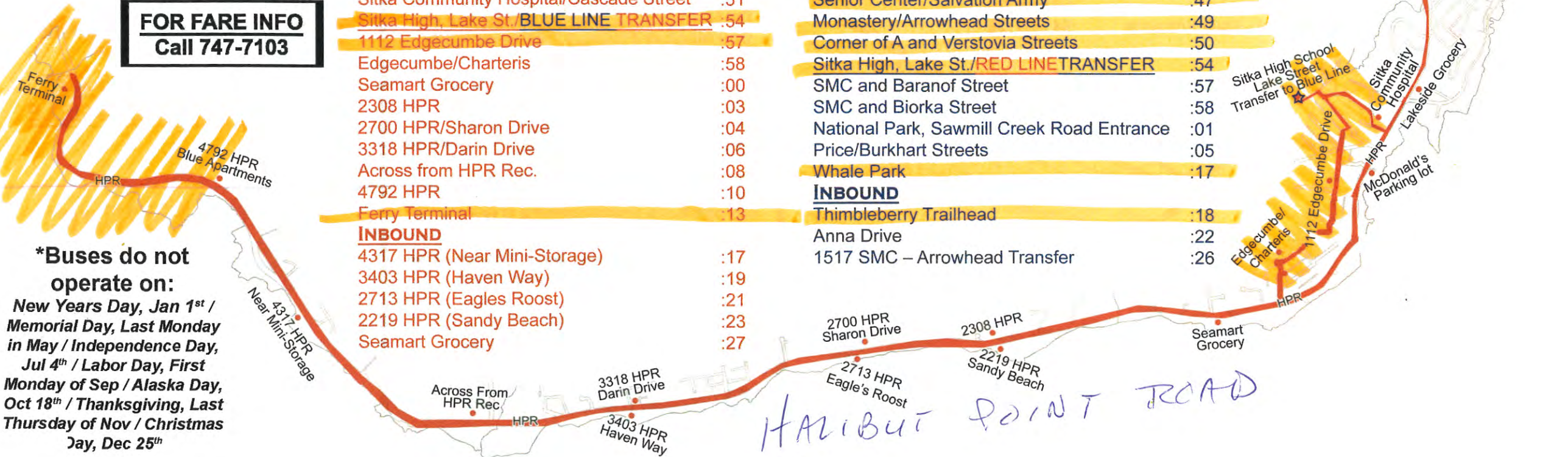


THE RED LINE HALIBUT POINT ROAD ROUTE

<u>INBOUND</u>	<u>DEPARTS</u>
McDonald's Parking lot	:30
Lakeside Grocery	:33
Random House/Ernie's	:39
Crescent Harbor/ALL LINE TRANSFER	:45
<u>OUTBOUND</u>	
Lakeside Grocery	:49
Sitka Community Hospital/Cascade Street	:51
Sitka High, Lake St./BLUE LINE TRANSFER	:54
1112 Edgcombe Drive	:57
Edgcombe/Charteris	:58
Seamart Grocery	:00
2308 HPR	:03
2700 HPR/Sharon Drive	:04
3318 HPR/Darin Drive	:06
Across from HPR Rec.	:08
4792 HPR	:10
Ferry Terminal	:13
<u>INBOUND</u>	
4317 HPR (Near Mini-Storage)	:17
3403 HPR (Haven Way)	:19
2713 HPR (Eagles Roost)	:21
2219 HPR (Sandy Beach)	:23
Seamart Grocery	:27

THE BLUE LINE SAWMILL CREEK BOULEVARD ROUTE

<u>INBOUND</u>	<u>DEPARTS</u>
Price/Burkhart Streets	:30
1211 Sawmill Creek (Cascade Laundry)	:34
S.J. Daycare	:36
National Park, Main Entrance (Lincoln St.)	:39
Crescent Harbor/ ALL LINE TRANSFER	:45
<u>OUTBOUND</u>	
Senior Center/Salvation Army	:47
Monastery/Arrowhead Streets	:49
Corner of A and Verstovia Streets	:50
Sitka High, Lake St./RED LINE TRANSFER	:54
SMC and Baranof Street	:57
SMC and Biorka Street	:58
National Park, Sawmill Creek Road Entrance	:01
Price/Burkhart Streets	:05
Whale Park	:17
<u>INBOUND</u>	
Thimbleberry Trailhead	:18
Anna Drive	:22
1517 SMC - Arrowhead Transfer	:26





Legislation Details

File #: 14-021 **Version:** 1 **Name:**
Type: Correspondence **Status:** AGENDA READY
File created: 1/23/2014 **In control:** City and Borough Assembly
On agenda: 1/28/2014 **Final action:**
Title: Correspondence Materials
Sponsors:
Indexes:
Code sections:
Attachments: [Reminders and Calendars](#)
[Report on Transit Services RFP](#)

Date	Ver.	Action By	Action	Result
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REMINDERS

<u>DATE</u>	<u>EVENT</u>	<u>TIME</u>
Tuesday, January 28	Worksession: <i>Presentation on the Ride(Community) and the need for CBS funding support</i>	5:00 PM
Tuesday, January 28	Regular Meeting	6:00 PM
<i>Thursday, February 6</i>	<i>Worksession with the Sitka School Board</i>	<i>6:00 PM</i>
Tuesday, February 11	Worksession: Community Land Trust Consultant – Mike Brown	5:00 PM
Tuesday, February 11	Regular Meeting	6:00PM



Assembly Calendar

[2013](#)
 [Jan](#)
 [Feb](#)
 [Mar](#)
 [Apr](#)
 [May](#)
 [Jun](#)
 [Jul](#)
 [Aug](#)
 [Sep](#)
 [Oct](#)
 [Nov](#)
 [Dec](#)
 [2015](#)

January 2014

[AdChoices](#)
 [▶ 2014 Calendar](#)
 [▶ January Calendar](#)
 [▶ Outlook Calendar](#)
 [▶ Google Calendar](#)

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29 Dec	30	31	1 Jan	2	3	4
Hackett Esquiro Hunter	Hackett Esquiro Hunter	Esquiro Hunter 1:00pm SCVB Board	Esquiro Hunter NEW YEAR'S DAY	Esquiro Hunter 12:00pm Parks & Rec 12:00pm SEDA	Esquiro	
5	6	7	8	9	10	11
		7:00pm Planning 7:00pm School	6:00pm Historic Preservation 6:00pm Port & Harbors Commission 6:00pm Police and Fire 7:00pm Library	12:00pm LEPC		
12	13	14	15	16	17	18
		12:00pm Health Needs and Human Services Commission 5:00pm Worksession: Quarterly Financial Presentation 6:00pm Reg Assembly Mtg	6:30pm STA			
19	20	21	22	23	24	25
	12:00pm Tourism Commission Meeting 6:00pm Assembly Strategic Planning Session	Reif 12:00pm Tree/Landscape 7:00pm Planning 7:00pm School	Reif	Reif 6:30pm Hospital Board	Reif	Reif
26	27	28	29	30	31	1 Feb
Reif	Reif	Reif 1:00pm SCVB Board 5:00pm Worksession: the Ride 6:00pm Regular Assembly Mtg	Hackett	Hackett	Hackett	Hackett

Assembly Calendar

[2013](#)
 [Jan](#)
 [Feb](#)
 [Mar](#)
 [Apr](#)
 [May](#)
 [Jun](#)
 [Jul](#)
 [Aug](#)
 [Sep](#)
 [Oct](#)
 [Nov](#)
 [Dec](#)
 [2015](#)


February 2014

[AdChoices](#)
 [2014 Calendar](#)
 [Brown Bears](#)
 [Upcoming Events](#)
 [Community Events](#)

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26 Jan	27	28	29	30	31	1 Feb
Reif	Reif	Reif 1:00pm SCVB Board 5:00pm Worksession: the Ride 6:00pm Regular Assembly Mtg	Hackett	Hackett	Hackett	Hackett
2	3	4	5	6	7	8
Hackett	Hackett	Hackett 7:00pm Planning 7:00pm School	Hackett 6:00pm Police and Fire 7:00pm Library	Hackett 12:00pm Parks & Rec 6:00pm Budget Worksession: School Board/Assembly	Hackett	Hackett
9	10	11	12	13	14	15
Hackett	Hackett	Hackett 12:00pm Health Needs and Human Services Commission 5:00pm Worksession: Community Land Trust 6:00pm Reg Assembly Mtg	Hackett 6:00pm Historic Preservation 6:00pm Port & Harbors Commission	Hackett 12:00pm LEPC	Hackett	Hackett
16	17	18	19	20	21	22
Hackett	Hackett	Hackett 12:00pm Tree/Landscape 7:00pm Planning 7:00pm School	Hackett 6:30pm STA	Hackett	Hackett	Hackett
23	24	25	26	27	28	1 Mar
Hackett	Hackett	Hackett 1:00pm SCVB Board 5:00pm Worksession: Meet with SCVB 6:00pm Regular Assembly Mtg	Hackett	Hackett 6:30pm Hospital Board	Hackett	Hackett

MEMORANDUM

To: Mim McConnell and Members of the Assembly
Mark Gorman, Municipal Administrator

From: Stephen Weatherman, P.E. Municipal Engineer 

Reviewed: Michael Harmon, P.E. Public Works Director

CC: Jay Sweeny, Finance Director

Date: January 21, 2014

Subject: **Report on Transit Services RFP for Marine Passenger Fee Fund
Old Sitka Dock to Centennial Hall or O'Connell Bridge parking area
2013 Cruise Ship Season**

The first ship arrived at the Old Sitka Dock on 5/13/13 and the last ship arrived 9/17/13. A total of 24 ships docked at the Old Sitka Dock and the total passengers billed were 13,252 for a total payment of \$37,238.12. Public Works spot checked the loading of passengers at the Old Sitka Dock location and the Centennial Hall location. However we did not observe every ship loading at the Old Sitka Dock location or Centennial Hall.

The contract had the following requirements

- The services will be required continuously to and from Old Sitka Dock and Centennial Hall or O'Connell Bridge parking area throughout each day while a vessel is berthed at Old Sitka Dock.
- Maximum cruise passenger and crew member waiting time shall not exceed 15 minutes at either location.
- The contractor shall provide ADA accessible shuttles and provide assistance to ADA passengers as needed to help load and unload the ADA passengers.
- The final shuttle departing from Centennial Hall or O'Connell Bridge parking area at the end of the day must arrive at Old Sitka Dock prior to the cutoff time specified by the ship. That time must be identified and posted in the front of each shuttle in plain sight at the start of each day.
- Contractor shall provide a customer support liaison at both the Old Sitka Dock and the Centennial Hall or O'Connell Bridge parking area to coordinate loading and unloading. The customer support liaison shall provide onshore support to organize the vehicle cuing and coordinate the passenger loading and unloading.
- While traveling to and from the Old Sitka Dock advertisement for third party tours and other third party activities are not allowed on the shuttle vehicles.

- The selected transportation company has 30 days to obtain State of Alaska and USDOT licenses required to operate an interstate passenger transport company. In the event of failure to obtain the required licenses within the 30 day time limit the City and Borough of Sitka (CBS) may declare the selected transportation company in breach of the agreement effected by the acceptance of the bid. The bid guarantee will be forfeit and the CBS may award the contract to the next lowest responsible bidder.
- Contractor shall provide a report of the number of passengers and crew transported each trip. The information shall be submitted to the Public Works Department no later than the 10th of the month for the previous month.

We received no complaints directly from any passengers. However we received one email of concern from Chuck McGraw on 6/3/13 concerning the docking of a larger ship (Princess Cruise Lines) at the Old Sitka Dock. (See attached email correspondence.)

We received a second email of concern from Chris McGraw on 9/18/13 concerning the Celebrity Century docking at the Old Sitka Dock. (See attached email correspondence.)

We spoke with Fred Reeder Port Manager CLAA Alaska and received an email from Mr. Reeder. Mr. Reeder verified our observation that except for the Celebrity Century docking the remainder of the passenger transit service appeared to meet the contract requirements. According to Mr. Reeder in the case of the Celebrity Century docking the 15 minute pick up of passengers at Old Sitka Dock was not provided for every passenger. (See attached email correspondence.)

All though the contract has the option of two (2) one year extensions, the CBS has elected to go out for competitive bids for this season.

Stephen Weatherman

From: fredr@claalaska.com
Sent: Wednesday, October 23, 2013 8:03 AM
To: Stephen Weatherman
Cc: Rick Erickson; Chris McGraw
Subject: RE: Bus Service to McGraws Dock

Stephen,

Sitka Tours seemed to be able to handle the transit from the Old Sitka Dock on days when we had the Regatta and Seven Seas Navigator but from my perspective they fell short when the Celebrity Century docked in September. There were factors that exacerbated the problem, i.e. arrival time of the ship and the mixing of passengers that were on tour with those that were independent visitors and just wanted the transit. Clearly from my perspective Sitka Tours did not have enough buses for the task at hand early in the day. They did not appear to ask for any additional help from the Old Sitka Dock or Tribal Tours. Certainly it did not run as smoothly as it did in 2012 when Alaska Coach Tours did the transfers.

It appears to me that somehow the dock owner needs to be involved in the transfer(transit) system as they have a vested interest in making sure that it runs smoothly and without any delays. By having the dock owner vested in the transfer system they would be able to employ as many buses as was necessary.

just my thoughts.

Fred Reeder
Port Manager
CLAA-Sitka

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

From: "Stephen Weatherman" <stephen@cityofsitka.com>
Sent: Tuesday, October 22, 2013 8:52pm
To: "fredr@claalaska.com" <fredr@claalaska.com>
Subject: Bus Service to McGraws Dock

Dear Fred

You were going to send me a note on the performance of Sitka Tours on passenger service for the Celebrity Century when it docked at McGraws dock. I want to prepare a report to the Assembly on Sitka Tours performance this last cruise ship year. Let me know if you are willing to do this and if so when I can expect to receive the report.

Stephen L. Weatherman P.E.
Municipal Engineer
City and Borough of Sitka
(907) 747-4042 Office
(907) 738-5063 Cell
stephen@cityofsitka.com

Stephen Weatherman

From: Chris McGraw <chris@halibutpointmarine.com>
Sent: Tuesday, September 17, 2013 2:47 PM
To: Stephen Weatherman
Cc: Chuck McGraw
Subject: Dock Transportation

Stephen,

We have the Celebrity Century here at our dock today and Sitka Tours provided transportation as required by their city contract. I know that their contract requires that the passenger wait be less than 15 minutes. A large portion of the passengers were waiting longer than the required 15 minutes and in some cases passengers said they waited 45 minutes.

I was concerned about Sitka Tours ability to provide adequate transportation for this ship given that it has approximately 1800 passengers on board. I had offer assistance to Sitka Tours and I would have even paid to bring in additional drivers to operate the Alaska Coach busses in order to make sure that the transportation ran smoothly. However Trudy declined any help and said that she had it covered.

We have been marketing heavily towards Celebrity in trying to get them to make Sitka a weekly stop for the Century. A long wait and unhappy passengers will not do us any favors in attracting their ships to Sitka and our dock. Next May we have 2 ships that will have between 2500 and 3000 passengers that will each utilize our dock for one stop. Given the performance of Sitka Tours today, I am extremely concerned that they will not be able to provide adequate transportation for this volume of passengers next year. Especially given the fact that these ships have 7:00 am arrivals and Sitka Tours utilizes school busses and these busses will be required to transport Students in the morning around the same time that the ships arrive.

At this point the damage is done with regards to the Celebrity ship today, but I hope that you may be able to help to ensure that if Sitka Tours is going to be the contractor for bus transportation that they can adequately provide the service next year.

Thanks,
Chris McGraw

Stephen Weatherman

From: Chuck McGraw <chuck@halibutpointmarine.com>
Sent: Monday, June 03, 2013 9:29 AM
To: Stephen Weatherman
Cc: Chris McGraw; Michael Harmon
Subject: Princess Ship June 2, 2013

Hi Stephen,

We had been contacted by Princess Cruise Lines about using the Old Sitka Dock for their ship that visited Sitka on June 2, 2013. Kirby Day is the person in charge in Alaska for Princess Cruise Lines and is based in Juneau.

We offered the use of our dock for free for the one visit. More passengers disembark the ship when using a dock as opposed to tendering. We hoped this would be the case and that Sitka's businesses would benefit.

Princess decided to anchor and tender. The ship carries approximately 3,000 passengers. It anchored out in front of Jamestown Bay. Tender trips one way were in the 20 minute range.

I spoke with John Dunlap with Allen Marine this morning after Fred Reeder CLAA relayed information concerning Sitka Tours ability to provide only 9 shuttle buses for use from the Old Sitka Dock to downtown. John confirmed that he had spoken to Trudy Prewitt and that she said she could only provide 9 buses. John said he had contacted Dennis McDonnel, Alaska Coach Tours, to see if ACT could help. Dennis said ACT would be willing to help. According to John Dunlap, Ms. Prewitt was unwilling to work with ACT to shuttle passengers from the Old Sitka Dock.

Stephen, I am not sure what the City contract with Sitka Tours requires from Sitka Tours. Halibut Point Marine owns 10 buses, 8 of which are in Sitka for use at Old Sitka Dock. I am upset that Sitka missed an opportunity to have more visitors downtown for a longer period of time, apparently because Sitka Tours was unwilling to work with another tour company and could not provide the necessary service with its own resources.

We have scheduled 3 large ships for next season that carry approximately 2,500 passengers to use the old Sitka Dock. One of these ships is the Disney Wonder. Disney will not tender in any port. We are discussing regular visits from Disney to Sitka. If adequate bus service cannot be provided, Sitka may miss out on a very significant opportunity.

Best Regards

Chuck McGraw
Halibut Point Marine
Old Sitka Dock



Legislation Details

File #: 14-013 Version: 1 Name:
Type: Minutes Status: AGENDA READY
File created: 1/22/2014 In control: City and Borough Assembly
On agenda: 1/28/2014 Final action:
Title: Approve the minutes of the January 14, 2014 Assembly meeting
Sponsors:
Indexes:
Code sections:
Attachments: [Consent minutes](#)

Date	Ver.	Action By	Action	Result
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If this item is pulled from the consent agenda the following motion would be in order:

POSSIBLE MOTION

I MOVE TO approve the minutes of the January 14, 2014 Assembly meeting.



CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS
330 Harbor Drive
Sitka, AK
(907)747-1811

Minutes - Draft City and Borough Assembly

*Mayor Mim McConnell
Deputy Mayor Matt Hunter
Vice-Deputy Mayor Phyllis Hackett, Pete Esquiro, Mike Reif,
Benjamin Miyasato and Aaron Swanson*

*Municipal Administrator: Mark Gorman
Municipal Attorney: Robin L. Koutchak
Municipal Clerk: Colleen Ingman, MMC*

Tuesday, January 14, 2014

6:00 PM

Assembly Chambers

Worksession: 5:00 PM to 5:50 PM

14-012 Worksession - Quarterly Financial Presentation

REGULAR MEETING

I. CALL TO ORDER

Present: 7 - Esquiro, Reif, Hunter, McConnell, Hackett, Swanson, and Miyasato

II. FLAG SALUTE

III. ROLL CALL

IV. CORRESPONDENCE/AGENDA CHANGES

14-011 Reminders and Correspondence

V. CEREMONIAL MATTERS

14-005 Proclamation: The Year of the Sitka Artist - Greater Sitka Arts Council

Mayor McConnell read the "2014 - The Year of the Sitka Artist" proclamation and presented to Jeff Budd of the Greater Sitka Arts Council.

VI. SPECIAL REPORTS: Government to Government, Municipal Boards/Commissions/Committees, Municipal Departments, School District, Students and Guests (time limits apply)

Ben Miyasato, representing Sitka Tribe of Alaska, provided an update to the Assembly on activities.

Sitka High School students Debbie Yearwood and Jack Peterson gave an update to

the Assembly on recent events and activities. School Board Member and Clerk, Tim Fulton, came forward to present a report on recent activities of the School Board and School District. A few items noted were: Rebecca Himschoot's receipt of a Presidential Award of Excellence in Mathematics and Science Teaching, a 2015 math and science consortium conference to be held in Sitka, and prep work for the FY15 budget process had started.

14-009 Sitka High School Vocational Education Facility Project - Randy Hughey

Randy Hughey provided an overview of project details and timeline.

VII. PERSONS TO BE HEARD

None.

VIII. REPORTS

a. Mayor, b. Administrator, c. Attorney, d. Liaison Representatives, e. Clerk, f. Other

Mayor - reported on attendance at various meetings including a recent cruise ship visitor strategy meeting.

Administrator - stated the Emergency Response Vessel would be moved under the responsibility of the Harbor Department and dispatched out of the Fire Department to allow better access to other departments, in particular, Search and Rescue. Gorman reported on his recent trip to Anchorage with staff to explore future funding options for the Blue Lake Dam project. The group met with AEA and AIDEA. While in Anchorage, Gorman reported the group also met with two other entities: 1) DEC to check in on permits and approvals for the temporary filtration plant, and, 2) a letter of inquiry was submitted to the Rasmuson Foundation for the library expansion project. In addition, Gorman updated the Assembly on a pilot project in the harbor system for float homes, bilingual street signage, and the cruise ship strategy meeting.

Attorney - noted the Legal Department and Harbor Department were working on a complete rewrite of Title 13 which would include a new section for float homes.

Liaison Representatives - Assembly member Hackett reported on the Sitka Community Hospital Board, Tree and Landscape Committee, and Health Needs and Human Services Commission. Assembly member Swanson provided an update on the Police and Fire Commission and Historic Preservation Commission. Assembly member Reif mentioned he attended the recent cruise ship strategy meeting and thanked the McGraw's for their work in the visitor industry. Assembly member Miyasato reported on the Parks and Recreation Committee and Library Commission.

Clerk - reported this was the first meeting using electronic packets. Peterson added there were other features with the recent software upgrade that would be introduced to the public in the near future such as video streaming and a social media platform.

Other - Municipal Engineer, Stephen Weatherman, came forward to answer questions regarding the Edgecumbe Drive reconstruction project and Hollywood Way improvements. Utility Director, Chris Brewton, provided answers to questions on the Blue Lake Dam expansion project.

IX. CONSENT AGENDA

- A 14-007** Approve the minutes of the December 23, 2013 Assembly Meeting

This item was APPROVED ON THE CONSENT AGENDA.

- B 14-008** Reappoint Evy Kinnear to serve a three year term on the Sitka Convention and Visitors Bureau Board and appoint Jere Christner to serve a three year term on the Investment Committee

This item was APPROVED ON THE CONSENT AGENDA.

- C 14-006** Approve liquor license renewal applications for: 1) American Legion Post #13, 2) Sea Mountain Restaurant & 19th Hole, 3) Nugget Restaurant, 4) Westmark Sitka Hotel, 5) House of Liquor, 6) Ludvig's Bistro, 7) Agave Mexican Restaurant, 8) Dove Island Lodge

This item was APPROVED ON THE CONSENT AGENDA.

X. UNFINISHED BUSINESS:**XI. NEW BUSINESS:****New Business First Reading**

- D ORD 13-47A** Modifying SGC 6.16.010 entitled "Sales-Permit, Fees and Regulations" regarding Outdoor Sales of Goods or Articles in the CBD District, Public Use Zone and Public Boat Harbors

A motion was made by Hunter that this ordinance be PASSED on FIRST READING AS PREVIOUSLY AMENDED.

A recess was taken from 7:00pm to 7:06pm.

- E ORD 14-01** Amending the official Sitka Zoning Map to rezone Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village from R-1 Single-Family and Duplex Residential to WD Waterfront

Hunter stated he had received a few phone calls on this issue.

Planning Director, Wells Williams, came forward to explain the zoning map amendment and details of the request. The owner of the property, Scott Saline, would like to use the 1500 square foot lot for parking space - a requirement for the drive-in food stand he owns across the street.

Planning Commission Chairman, Dick Parmelee, explained the conditions of the previously approved variance of the drive-in property - one of which required parking.

Hackett wondered what other uses could the 1500 square foot lot be used for. Williams noted the lot was too small to accommodate most uses but could be used for storage purposes.

A motion was made by Swanson that this Ordinance be PASSED ON FIRST READING. The motion PASSED by the following vote.

Yes: 7 - Esquiro, Reif, Hunter, McConnell, Hackett, Swanson, and Miyasato

F ORD 14-02 Amending Sitka General Code at Chapter 9.20 entitled "Smoking in Public Places and Places of Employment" to modify Section 9.20.035 regarding prohibition of children in places where smoking is permitted

Administrator, Mark Gorman, explained this amendment provided clarification in regards to children age 18 and under not being permitted in a facility where smoking was allowed. He stated once the declaration of a facility was made as smoking the designation would not be able to be changed temporarily or for a special function.

This item was PASSED ON FIRST READING.

Yes: 7 - Esquiro, Reif, Hunter, McConnell, Hackett, Swanson, and Miyasato

Additional New Business Items

G 14-010 Approve Finance Director position reclassification

Hunter clarified for the public that a new position was not being added and voiced support for the reclassification.

Administrator Gorman shared his thoughts and strategies for this recommended direction. He noted similar positions in other communities in Alaska. Of the current 14 department heads, seven had indicated they would be retiring within the next three years. Gorman added when that occurred, the management of less experienced department heads would be difficult for one person.

Gorman also responded to comments about another layer of bureaucracy being added. Instead, he said it would create more of a synergy where there would be an opportunity to reduce some inefficiencies. Gorman clarified the Finance Department, IS Department and HR Department would be supervised by the Chief Finance and Administrative Officer (CFAO). The transition would occur over a three year period and also ensure that individuals were comfortable with the restructuring.

Esquiro wondered if there was a downside. Gorman stated the downside would be business as usual which had worked well but wouldn't allow for new strategies and approach to doing business.

Hackett questioned why the specific departments had been chosen and whether or not this restructuring would allow for more outreach in the community by the Administrator and CFAO. Gorman noted the departments chosen were support services to the direct operation of the City and added the current HR Director and IS Director would still be classified as Department Heads.

Mayor McConnell wondered how the restructuring would affect Gorman's workload. Gorman noted it was to be determined. The current HR Director and IS Director did not demand a lot of time, however, as new less experienced department heads come in that could change. Gorman added he did not have much extra time in his workload

which he expected was true of most Administrators.

Reif thanked Gorman for his work and forward thinking.

Miyasato thanked Sweeney for serving as Interim Administrator. He added Sweeney was capable and showed a willingness to come forward and help.

Swanson spoke in support of the reclassification, however, was concerned it may be too much of a workload for Sweeney.

Sweeney came forward. He explained this would be a flexible position and that his role was to help the Administrator succeed and would help in whatever way possible. Sweeney stated he did not want any compensation for the position reclassification.

Esquiro expressed support of the reclassification and hoped folks would be flexible with the changes.

A motion was made by Reif that this Item be APPROVED. The motion PASSED by the following vote.

Yes: 7 - Esquiro, Reif, Hunter, McConnell, Hackett, Swanson, and Miyasato

XII. PERSONS TO BE HEARD:

Randy Hughes, Assessor, reminded folks of the upcoming February 15th filing deadline for business property tax declaration forms, personal property tax declaration forms, exemption applications, and senior citizen exemption applications.

XIII. EXECUTIVE SESSION

None.

XIV. ADJOURNMENT

A motion was made by Hackett to ADJOURN. Hearing no objections the meeting ADJOURNED at 7:40pm.

ATTEST: _____
Sara Peterson, CMC
Acting Municipal Clerk



Legislation Details

File #: 14-014 Version: 1 Name:

Type: Item Status: AGENDA READY

File created: 1/22/2014 In control: City and Borough Assembly

On agenda: 1/28/2014 Final action:

Title: Reappoint: 1) Jeff Mossige to a term on the Parks and Recreation Committee, 2) Chris Gale to a term on the Tree and Landscape Committee, and 3) Chris Spivey to a term on the Planning Commission

Sponsors:

Indexes:

Code sections:

Attachments: [Consent and motion Mossige](#)
[Consent Gale](#)
[Consent Spivey](#)

Date	Ver.	Action By	Action	Result
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If this item is pulled from the consent agenda the following motion would be in order:

POSSIBLE MOTION

I MOVE TO reappoint: 1) Jeff Mossige to a term on the Parks and Recreation Committee, 2) Chris Gale to a term on the Tree and Landscape Committee, and 3) Chris Spivey to a term on the Planning Commission.



**Application for Appointment to Boards, Committees, and Commissions
City and Borough of Sitka**

Board/Commission/Committee: Parks and Recreation
 Name: Jeff Mossige Daytime Phone: 970-708-3931
 Address: 525 Monastery St. Apt. 2 Evening Phone: _____
 Email Address: mossigej@gmail.com Fax Number: _____
 Length of Residence in Sitka: 4yrs 5mo. Registered to vote in Sitka? Yes No
 Employer: Youth Advocates of Sitka

Organizations you belong to or participate in:

Sitka Disc Golf Club

Explain your main reason for applying:

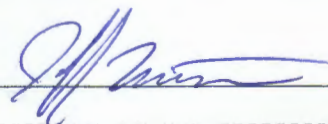
To help the city of Sitka make decisions about park and recreation that benefit the most people and are cost effective and sustainable.

What background, experience or credentials will you bring to the board, commission, or committee membership?

I have served on the committee for 3yrs.
See attached Resume

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ (To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)

Date: 1-2-14 Signature: 

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting. Applications received after the deadline will be considered but will not be included in the Assembly packets for review prior to appointment.

Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? Yes No

Return to:
 Sara Peterson, Deputy Clerk
 100 Lincoln Street
 Fax: 907-747-7403
 Email: sara@cityofsitka.com

Jeff Mossige

Youth Advocates of Sitka - Hanson House Program Coordinator

Address:

525 Monastery St.
Apt. # 2
Sitka, AK 99835
mossigej@hotmail.com
970-708-3931

Summary

- Self motivated, hard-working with communication skills
- Independent thinker, but also a team player
- Good time management and organization skills

Education

University of Wisconsin Platteville, Platteville, WI

Bachelor of Arts, December 2006

-Major: Comprehensive Social Sciences

-Emphasis: History

Related Experience

Sitka Parks and Recreation Committee

Member

- Attend monthly committee meetings
- Vote on community issues related to parks and recreation priorities, resources, maintenance, and development
- Attempt to gauge what is in the best interest of the people and commerce of Sitka, and advocate accordingly

Sitka Disc Golf Club

Founder

- Locate quality potential sites for a disc golf course in Sitka
- Develop a proposal to submit to community boards for approval
- Network with local groups and individuals for support
- Educate the community about the joys and benefits of disc golf

UWP Outdoor Adventure Club

Founder/President

- Plan and lead different types of outdoor trips from day climbing trips to week long backpacking expeditions
- Run weekly club meetings
- Advocate for further funding, membership, and equipment holdings
- Teach others to safely, sustainably, and responsibly enjoy the outdoors

Alternative Youth Adventures

Backcountry Field Instructor

- See to the safety of 8-15 adjudicated youth
- Communicate and work with other staff in unpredictable environments
- Know and follow company policy and procedures while creatively working with students' issues
- Teach and grade students' curriculum books

Camp Chi, Lake Delton, WI

Pacific Northwest Trip Leader/Supervisor

- Ensure safety and health of 25 campers, ages 13-15
- Create and run daily programs and activities to entertain and educate campers
- Delegate tasks to staff
- Enforce camp policies, build group cohesion, and oversee all events
- Conflict resolution for campers, as well as staff issues and concerns

Other Interests

- Disc golfing, rock climbing, mountain biking, snowboarding, riding motorcycle, hunting, reading, and fishing.



PARKS AND RECREATION COMMITTEE

NAME	CONTACT NUMBERS	TERM STARTS	EXPIRES	CATEGORY
HANS VON REKOWSKI 3003 Mikele	747-4217-w 747-5419-h 747-4253-fax hvonn@acsalaska.net	3/12/91 3/12/94 3/12/97 4/11/00 4/22/03 4/26/06 4/28/09 4/24/12	3/12/94 3/12/97 3/12/00 4/11/03 4/22/06 4/26/09 4/28/12 4/24/15	CHAIR
KEN CORSON 405 Mills Street	747-5119 phone and fax maggyken@gci.net	11/28/06 5/12/09 7/10/12	4/11/09 5/12/12 7/10/15	
JEFF FELDPAUSCH 800 Sirstad Street	752-0775 cell 747-2751 h sitkafootball08@yahoo.com	7/13/10 8/13/13	7/13/13 8/13/16	
JEFF MOSSIGE 525 Monastery St., Apt #2	970-708-3931 mossigej@gmail.com	7/30/10 1/11/11	1/22/11 1/11/14	
KAY TURNER 307 Wortman Loop	747-1771 w 747-5388 h kturner@sitkahospital.org	12/11/12	12/11/15	
CLARA WHITEHEAD 1 B Lifesaver Drive	966-5575 w 360-265-3533 c clara.a.whitehead@uscg.mil	10/7/13	10/7/16	
CHRIS WHITEHEAD 1 B Lifesaver Drive	747-7395 w 360-797-3152 c chris.whitehead@sitkatriben-sns.gov	10/7/13	10/7/16	
NON-VOTING				
Lynne Brandon City and Borough of Sitka	747-1852 w parks@cityofsitka.com			
Mary Miller Sitka National Historical Park 106 Metlakatla Street	747-0111 w 747-5938-fax mary_miller@nps.gov			Ex Officio
Scott McAdams Sitka Community Schools 601 HPR	966-1443 w 747-5617 h 747-1462-fax mcadamss@mail.ssd.k12.ak.us			Ex Officio
Deborah Lyons Sitka Trail Works 801 HPR	747-7244-w 747-7315-fax trail@gci.net			Ex Officio
Shawn McLeod City and Borough of Sitka	747-7630 shawn@cityofsitka.com			Staff Support
Benjamin Miyasato 405 B DeGross Street	752-0163 c assemblymiyasato@cityofsitka.com			Assembly Liaison

7 members from public - 3 year terms

Established by Ordinance 75-199 (2.56 SGC)

First Thursday, Noon - Municipal Offices Third Floor Conference Room

Revised: October 23, 2013



Application for Appointment to Boards, Committees, and Commissions
City and Borough of Sitka

Board/Commission/Committee: TREE & LANDSCAPE
Name: CHRIS GALE Daytime Phone: 747-5763
Address: Box 906 Evening Phone: "
Email Address: ctgale@gci.net Fax Number: _____
Length of Residence in Sitka: 20 yrs. Registered to vote in Sitka? Yes No
Employer: N/A
Organizations you belong to or participate in:

Explain your main reason for applying: To continue to help plan, institute and maintain tree and landscape projects throughout Sitka

What background, experience or credentials will you bring to the board, commission, or committee membership?

6 yrs. member of T+L committee

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ (To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)

Date: 1-13-14 Signature: Chris

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting. Applications received after the deadline will be considered but will not be included in the Assembly packets for review prior to appointment.

Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? Yes No

Return to:
Sara Peterson, Deputy Clerk
100 Lincoln Street
Fax: 907-747-7403
Email: sara@cityofsitka.com



TREE AND LANDSCAPE COMMITTEE

NAME	CONTACT NUMBERS	TERM STARTS	EXPIRES	CATEGORY
JOE D'ARIENZO 2219 SMC	747-7448 delsenzo@live.com	6/22/10 11/12/13	7/24/04 7/13/07 7/10/10 6/22/13 11/12/16	CHAIR
LISA MOORE Box 2943	747-5534 moorelisa@aol.com	10/26/10 11/12/13	7/24/04 7/13/07 9/25/10 10/26/13 11/12/16	SECRETARY
SIMON GREENE 1806 Edgecumbe Dr.	207-653-9304 c scgsail@gmail.com	9/13/11	9/13/14	
LINDA SPEERSTRA 210 Crabapple Dr.	747-8316 h moonspeer@gci.net	4/14/09 6/12/12	4/25/09 4/14/12 6/12/15	
DEB MILLER 708 Lake St.	738-1344 c sitkadjm@gmail.com	10/22/13	10/22/16	
Phyllis Hackett 500 Lincoln #B4	747-4872 h 738-1991 c assemblyhackett@cityofsitka.com			Assembly Liaison

MUNICIPAL STAFF SUPPORT

Shawn McLeod 100 Lincoln St	747-7630 747-7668 fax	shawn@cityofsitka.com	Groundskeeper
Lynne Brandon 100 Lincoln St	747-1852 747-7403 fax	parks@cityofsitka.com	Parks & Rec. Director

Established by Ord. 01-1625; revised by Ord. 03-1718
 7 members 3-year terms
 Meets: 3rd Tuesday, Noon, Centennial Building

Revised: November 13, 2013



**Application for Appointment to Boards, Committees, and Commissions
City and Borough of Sitka**

Board/Commission/Committee: Planning and Zoning Commission
 Name: Chris Spivey Daytime Phone: 747 6636
 Address: P.O. Box 312 Evening Phone: 738 2524
 Email Address: spi3050@yahoo.com Fax Number: _____
 Length of Residence in Sitka: 10+ Years Registered to vote in Sitka? Yes No
 Employer: First Bank

Organizations you belong to or participate in:

Rotary

Explain your main reason for applying: To continue to be involved in the planning and future of Sitka.

What background, experience or credentials will you bring to the board, commission, or committee membership?

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ (To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)

Date: 1/21/14 Signature: [Handwritten Signature]

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting. Applications received after the deadline will be considered but will not be included in the Assembly packets for review prior to appointment.

Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? Yes No

Return to:
 Sara Peterson, Deputy Clerk
 100 Lincoln Street
 Fax: 907-747-7403
 Email: sara@cityofsitka.com

To Whom It May Concern,

I, Chris Spivey am applying to renew my seat on the Planning and Zoning Commission that is coming vacant in February. I have been a resident of Sitka for the past 10 years and feel as though I should continue my involvement in the promotion and future of Sitka. I have enjoyed being on the Planning and Zone commission for the past year after filling an unexpected vacated seat. In the past year I have enjoyed the new knowledge that I have gained from being on this commission. I know and understand the current changes that are occurring in Sitka. I am eager to continue helping better the community by my involvement on this commission. I am currently employed with First Bank as the Branch Manager. My day to day practices in real estate lending, understanding of zoning requirements, and work with residential contractors could continue to be helpful and beneficial. Thank you for your time and consideration.

A handwritten signature in black ink, appearing to read 'Chris Spivey', with a stylized flourish at the end.

Chris Spivey



PLANNING COMMISSION

NAME	CONTACT NUMBERS	TERM STARTS	EXPIRES	CATEGORY
RICHARD PARMELEE 405 Hemlock	747-3077 w 738-0606 c 747-3461 h rjparmelee@gmail.com	5/8/07 4/27/10 4/23/13	5/8/10 4/27/13 4/23/16	CHAIR
CHRIS SPIVEY PO Box 312	747-6636 w 738-2524 c spi3050@yahoo.com	12/11/12	2/8/14	VICE CHAIR <i>Rogers term</i>
DARRELL WINDSOR PO Box 1973	738-4046 c dwindsor@gci.net	6/28/11	6/28/14	
CHERYL WESTOVER 515 Charteris St.	738-1511 c 747-8787 h pakkasma@hotmail.com	10/23/12	10/23/15	
DEBRA POHLMAN 506 Arrowhead St.	623-0417 dpohlarbear@gmail.com	6/25/13	6/25/16	
Wells Williams Planning Director	747-1824 wells@cityofsitka.com			Liaison
Maegan Bosak Planner I	747-1814 maegan@cityofsitka.com			Liaison and Secretary

5 members from public, 3-year terms
 Established by Ordinance 74-118/SGC2.18 & Charter Article VIII
 Must be registered to vote
 First and Third Tuesdays 7:00 p.m. - Harrigan Centennial Hall

**CONFLICT OF INTEREST FORMS
 OATHS OF OFFICE**

Revised: July 17, 2013



Legislation Details

File #: 14-015 Version: 1 Name:

Type: Item Status: AGENDA READY

File created: 1/22/2014 In control: City and Borough Assembly

On agenda: 1/28/2014 Final action:

Title: Grant preliminary approval for the sale of 10,797 square feet of tidelands off Katlian Avenue to North Pacific Seafoods

Sponsors:

Indexes:

Code sections:

Attachments: [Consent sale of tidelands](#)

Date	Ver.	Action By	Action	Result
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If this item is pulled from the consent agenda the following motion would be in order:

POSSIBLE MOTION

I MOVE TO grant preliminary approval for the sale of 10,797 square feet of tidelands off Katlian Avenue to North Pacific Seafoods.

MEMORANDUM

To: Mark Gorman, Municipal Administrator
Mayor McConnell and Members of the Assembly

From: Maegan Bosak, Planner I MB

Subject: Sale of Tideland to North Pacific Seafoods

Date: January 20, 2014

Recently North Pacific Seafoods approached the Planning Department with a request to purchase tidelands they currently lease from the City and Borough of Sitka. The Planning Department is processing this request in accordance with existing procedures. Following SGC, an ordinance is required to authorize the sale of tidelands. North Pacific Seafoods is requesting preliminary approval from the Assembly in order to proceed with the tideland sale.

The tidelands request is 10,797 square feet adjacent to property owned by North Pacific Seafoods off of Katlian Avenue. The parcel is described as: A parcel of tide and submerged land lying within the First Judicial District, State of Alaska, and within the City and Borough of Sitka, adjacent to the Conway Dock Tidelands which is adjacent to Lots 20 and 21, Block 5, US Survey 2542. Tidelands on the other side of the proposed sale are owned by the Hames Corporation.

The original tidelands lease was created in July, 1980 between Sitka Sound Seafoods and the City and Borough of Sitka for a term of fifty five (55) years. The lease rate was fixed at \$1349.63 per year, and subject to adjustment every 5 years. This fiscal year, Sitka Sound Seafoods paid \$4156.85.

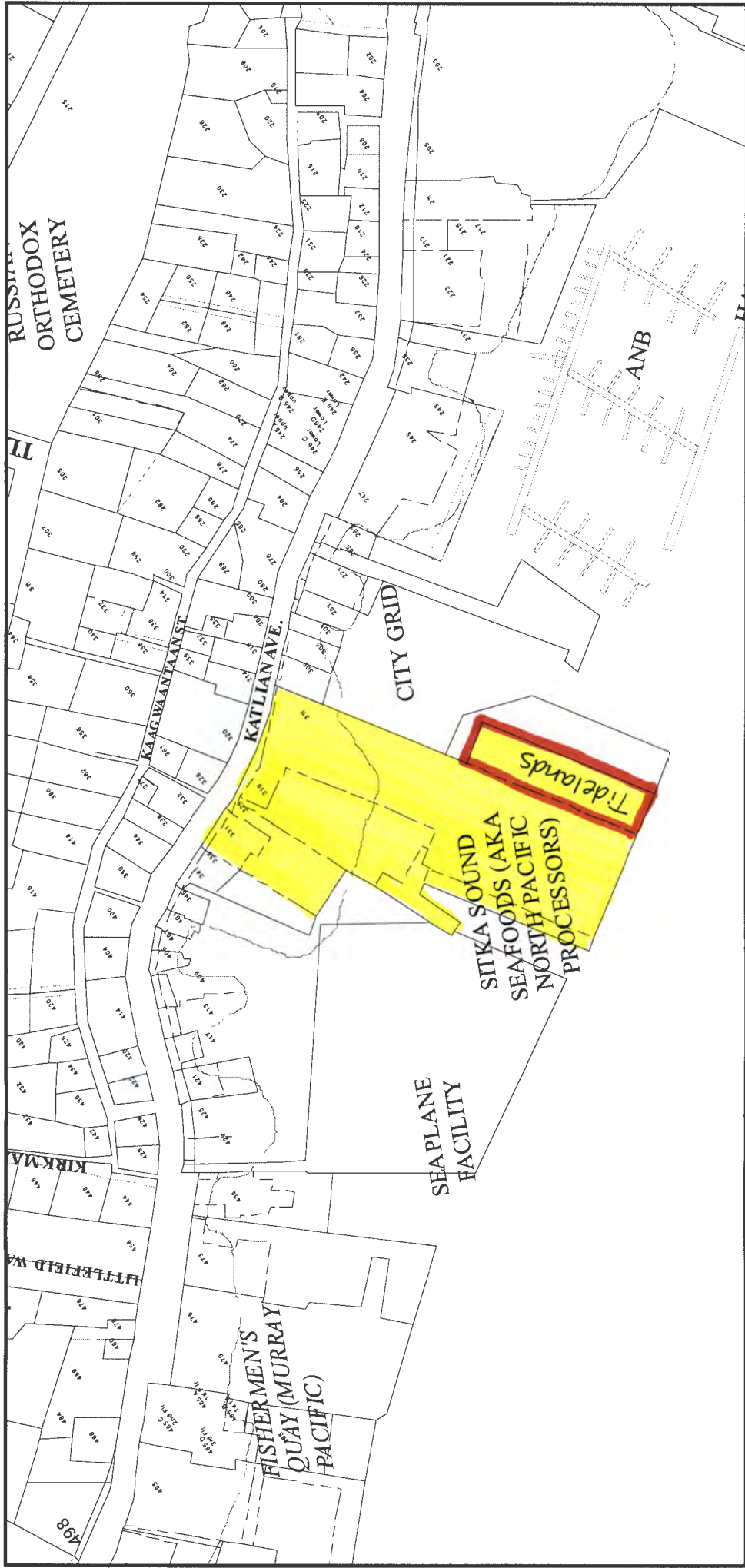
The sale price is \$83,137.00 or \$7.70 per square foot based on the rate set by the City Assessor, Randy Hughes.

The Port and Harbors Commission reviewed and supported the proposal at their January 8, 2014 meeting.

Following preliminary Assembly approval, the applicant will then go to the Planning Commission and through the minor subdivision process before coming back to the Assembly, for approval of a sales authorization ordinance based on the minor subdivision plat.

RECOMMENDED ACTION: Pass a motion granting preliminary approval.

The conversion of the lease to a sale is straightforward and North Pacific Seafoods is the only entity that can utilize the tidelands.



RUSSIAN
ORTHODOX
CEMETERY

EL

ANB

CITY GRID

KATLIAN AVE.

KAAGWANATNA ST

Tidelands
SITKA SOUND
SEAFOODS (AKA
NORTH/PACIFIC
PROCESSORS)

SEAPLANE
FACILITY

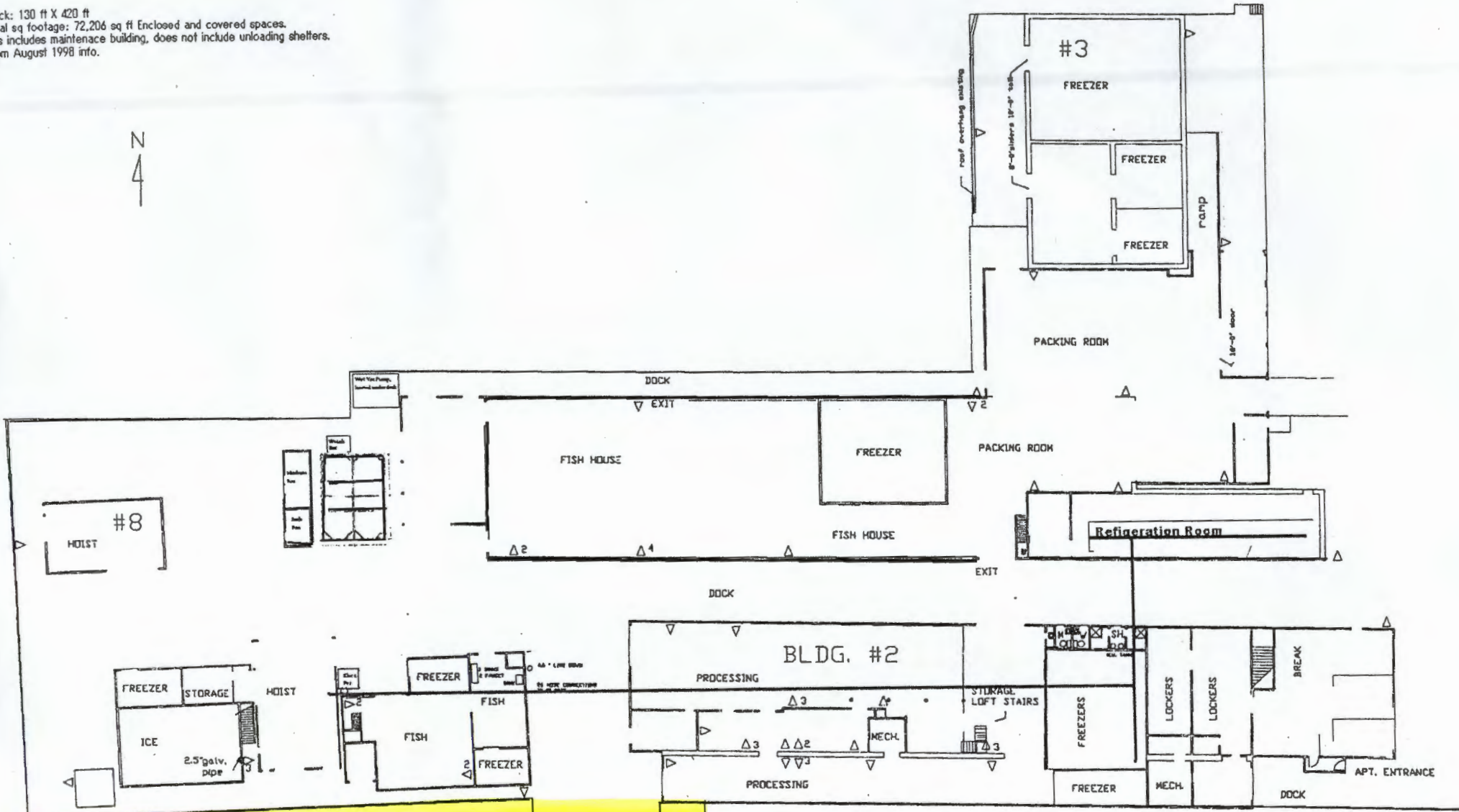
KIRKMA

LITTLEFIELD WA

FISHERMEN'S
QUAY (MURRAY
PACIFIC)

498

Dock: 130 ft X 420 ft
 Total sq footage: 72,206 sq ft Enclosed and covered spaces.
 This includes maintenance building, does not include unloading shelters.
 From August 1998 info.
 LW



Tidelands to be purchased



CBS Tidelands

HAMES CORPORATION

Sitka Sound Seafoods

Lot 2
North Pacific
Seafood
Distribution

Peeled Tidelands

4 Nickerson, Suite 400, Seattle, WA 98109
P.O. Box 31179, Seattle, WA 98103-1179
PHONE (206) 726-9900 FAX (206) 726-1667
www.northpacificseafoods.com



October 14, 2013

City of Sitka
Planning and Community Development
100 Lincoln Street
Sitka, AK 99835

Attn: Wells Williams

Dear Wells,

Sitka Sound Seafoods, a division of North Pacific Seafoods, Inc. is interested in purchasing one of the tideland leases that we have with the City of Sitka. We would like to know if the City of Sitka is interested in selling the leased property and at what cost.

The lease is dated July 9, 1980 and contains an estimated square footage of 10,797 feet. A copy of the tidelands lease is attached along with a copy of the most recent billing from the City of Sitka which reflects this lease being referred to lease #8. I have also enclosed and highlighted the area that this lease covers on a drawing of the Sitka Sound Seafoods plant.

Please let Sitka Sound Seafoods know what the next steps are in this process. If you have any questions please feel free to contact me.

Sincerely yours,

Tim R. Ryan
Controller/Asst. Manager

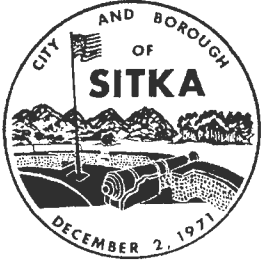
Enclosures

Alaska Pacific Seafoods
627 Shelikof Ave
Kodiak, Alaska 99515
(907) 486-3234
(907) 486-5164

Pederson Point
P.O. Box 99
Naknek, Alaska 99633
(907) 246-4461
(907) 246-6657

Sitka Sound Seafoods
329 Katlian Street
Sitka, Alaska 99835
(907) 747-6662
(907) 747-6268

Togiak Fisheries
P.O. Box 30
Togiak, Alaska 99678
(907) 493-5331
(907) 493-5133



City and Borough of Sitka

100 Lincoln Street Sitka, Alaska 99835

Coast Guard City, USA

Sitka Sound Seafoods
329 Katlian Street
Sitka, AK 99835

Attn: Tim Ryan

COPY

Dear Mr. Ryan,

Please consider this letter confirmation of the sale price of the 10,797 square feet of tideland, described as; A parcel of tide and submerged land lying within the First Judicial District, State of Alaska, and within the City and Borough of Sitka, adjacent to the Conway Dock Tidelands which is adjacent to Lots 20 and 21, Block 5, U.S. Survey 2542.

The sale price is \$83, 137.00. Based on the rate set by the City Assessor.

We look forward to working with you throughout the sale process and are available to answer any questions.

Thank you,

Maegan Bosak
Planner I

4 Nickerson, Suite 400, Seattle, WA 98109
P.O. Box 31179, Seattle, WA 98103-1179
PHONE (206) 726-9900 FAX (206) 726-1667
www.northpacificseafoods.com



November 26, 2013

City of Sitka
Planning and Community Development
100 Lincoln Street
Sitka, AK 99835

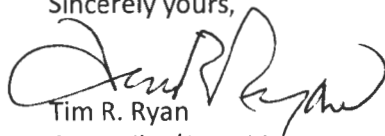
Attn: Wells Williams

Dear Wells,

This letter will confirm that Sitka Sound Seafoods, a division of North Pacific Seafoods, Inc. is interested in purchasing the leased tidelands mentioned in our letter of October 14th in the amount of \$7.70 per square foot. The total square footage of the tidelands lease is 10,797 feet for a purchase price of \$83,136.90.

We look forward to working with you on getting the approval of this purchase through the different commissions that need its review and the City of Sitka Assembly. Please contact me if you have any need for additional information or questions.

Sincerely yours,


Tim R. Ryan
Controller/Asst. Manager

Alaska Pacific Seafoods
627 Shelikof Ave
Kodiak, Alaska 99615
(907) 486-3234
(907) 486-5164

Pederson Point
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P.O. Box 30
Togiak, Alaska 99678
(907) 493-5331
(907) 493-5133

NEW ONE
NOT PREVIOUSLY
RECORDED
12/9/92

BOOK 99 PAGE 996
Sitka Recording District

T I D E L A N D S L E A S E

THIS LEASE, made and entered into this 9th day of JULY, 1980, by and between:

CITY AND BOROUGH OF SITKA
hereinafter referred to as the Lessor, and

SITKA SOUND SEAFOODS
hereinafter referred to as the Lessee,

W I T N E S S E T H:

WHEREAS, the Lessor is owner of certain tidelands situated at Sitka, Alaska, described as follows:

A parcel of tide and submerged land lying within the First Judicial District, State of Alaska, and within the City and Borough of Sitka, adjacent to the Conway Dock Tidelands which is adjacent to Lots 20 and 21, Block 5, U. S. Survey 2542, being more particularly described as follows:

Beginning at the southwest corner of Lot 20, Block 5, U. S. Survey 2542;

Thence S. 72° 20' W. a distance of 5.68 feet to a point;
Thence S. 59° 03' W. a distance of 232.21 feet to the True Point of Beginning, being Corner No. 1 of this description;
Thence S. 59° 03' W. a distance of 216.89 feet to Corner No. 2;
Thence S. 33° 07' E. a distance of 50.04 feet to Corner No. 3;
Thence N. 59° 03' E. a distance of 215.00 feet to Corner No. 4;
Thence N. 30° 57' W. a distance of 50.00 feet to Corner No. 1, the point of beginning containing 10,797 square feet more or less.

NOW, THEREFORE, for and in consideration of the agreements hereinafter contained, Lessor and Lessee agree as follows:

1. Lessor hereby demises and leases unto the Lessee, the above-described property for a term of fifty-five (55) years, beginning July 9, 1980 and ending July 8, 2035.

2. Lessee, in consideration of lease from Lessor, agrees as follows:

- (a) To pay as rent therefore to Lessor at its order the sum of \$1,349.63 (One thousand three hundred forty-nine dollars and 63/100ths cents) annually, payable on the 9th day of July of each year in advance. It is acknowledged that the first year's payment has been made. In addition to said rental, there shall be paid to the City and Borough of Sitka sales tax on the amount of each rental not exempt from such sales tax.
- (b) The parties hereby agree that said annual rent is subject to adjustment every five years should the appraised value of the leased property as determined by official appraisal for general property tax purposes change more than 25% from the time of lease

080
1800
CORDED-FILED
SITKA REC.
DISTRICT

Dec 8 11 04 AM '92
REQUESTED BY Sitka
ADDRESS Sound Seafoods

execution. Should such lease be subject to modification, it shall be proportional to the amount of such change. Requests for lease modification may come from either party hereto at any time after five (5) years from date of either the original execution or any prior modifications.

- (c) This lease may not be assigned or sublet by the Lessee without the consent of the Lessor.
- (d) If the rent shall be in arrears, or Lessee, their representatives or assigns, do or shall neglect agreements hereinabove contained which are to be performed and in the event Lessee fails to remedy default within thirty (30) days after receipt of written notice of any such rental arrears or neglect, then Lessor may immediately, or at any time thereafter, while such neglect or default continues, enter into and on the premises, or any part thereof, and repossess same as of their former estate, and expel Lessee and those claiming under it and remove its effects (forcefully, if necessary) without being guilty of any trespass and without prejudice to any remedies which might otherwise be used for arrears or rent, or preceding breach of agreement.
- (e) That the Lessee herein agrees to pay any Local Improvement District assessments that may be levied against the property leased herein to the same extent and in the same amount as if Lessee was the owner of the Local Improvement District, which would include the property leased herein, be formed or contemplated, the Lessee shall share the Lessor's right as owner in all proceedings under the Local Improvement District, (except for payment of assessments) in proportion that the remaining years of the Lease bear to 20. (Example: If the lease has 5 years to run, the Lessee shall have the right to exercise 5/20ths of the Lessor's vote and the Lessor, 15/20ths).

IT IS MUTUALLY AGREED AS FOLLOWS:

1. The terms and conditions herein contained shall apply to and bind the heirs, successors and assigns of the respective parties.
2. Waiver by Lessor of any agreement or condition herein shall not be considered a waiver of any subsequent breach of said agreement or condition.
3. If Lessee occupies the premises after expiration date of this lease with consent of Lessor, such possession shall be construed to be an annual tenancy and Lessee shall pay Lessor the annual rent paid during the last year of said lease.
4. At any termination of said tenancy, all improvements placed on said property and attached to the land so as to become part of the real property by common law definition shall become the property of the Lessor.
5. Lessee agrees to save the Lessor harmless from any liability by reason of person injury to any person or persons on or about the said premises.

ATTEST:

Mary L. Flynn

CITY AND BOROUGH OF SITKA

Fermin Gutierrez
Fermin Gutierrez, Administrator

SITKA SOUND SEAFOODS

Harold L. Johnson

Thomas P. Thompson
PRESIDENT

RETURN TO:
SITKA SOUND SEAFOODS, LLC
329-333 KATLIAN ST.
SITKA, AK 99835
ATTN: MIC

Memorandum

TO: Retha Winger, Payroll Specialist / Billing Clerk
FROM: Randy Hughes, Assessing Director
SUBJECT: Tidelands Lease # 8 / North Pacific Seafood, Inc
DATE: July 22, 2011

Lease is to be adjusted every five years, which occurs in July 2011. Current lease is based on \$7/SF for tidelands. 2011 assessment is \$7.70/SF. The new lease amount for July 2011 billing cycle is computed as follows:

10,797 SF X \$7.70 = \$83,137 fee simple
Rate of lease 5% annualized
New lease payment is \$4,156.85 plus sales tax

It should be noted that the lease expires in 2035. Current new leases are made at 9% rate of return, instead of the old 5% rate.

Please bill North Pacific Seafood, Inc for their lease at \$4,156.85 plus sales tax for the next billing cycle.



City and Borough of Sitka
Municipal Billing
100 Lincoln Street
Sitka, AK 99835
907-747-1833 phone
907-747-0536 fax

INVOICE

S S S DIV OF NORTH PACIFIC SEAFOODS
329 KATLIAN STREET
SITKA AK 99835

Invoice Date: 6/26/13
Due Date . : 7/15/13

Invoice # : 130001345
Customer #: 203

ANNUAL LEASE

Total Due: \$4231.85

Thank you for your attention to this invoice.
Terms: due upon receipt, 12% interest
Questions on invoice...907-747-1833
Pay invoice with credit card...907-747-1818

<u>Description</u>	<u>Unit of Measure</u>	<u>Quantity</u>	<u>Amount Per Unit</u>	<u>Total</u>
Tideland Lease Lease #8 July 9, 2013 to July 8, 2014		1.0000	4,156.8500	4,156.85
			Sub-Total:	<u>4,156.85</u>
5% sales tax			5%	75.00
			Total Due:	\$4231.85



Legislation Details

File #: ORD 13-47A Version: 1 Name:

Type: Ordinance Status: SECOND READING

File created: 12/16/2013 In control: City and Borough Assembly

On agenda: 1/28/2014 Final action:

Title: Modifying SGC 6.16.010 entitled "Sales-Permit, Fees and Regulations" regarding Outdoor Sales of Goods or Articles in the CBD District, Public Use Zone and Public Boat Harbors

Sponsors:

Indexes:

Code sections:

Attachments: [Ord 13-47A](#)

Date	Ver.	Action By	Action	Result
1/14/2014	1	City and Borough Assembly		
12/23/2013	1	City and Borough Assembly	APPROVED	Pass
12/23/2013	1	City and Borough Assembly	APPROVED	Pass

POSSIBLE MOTION

I MOVE TO approve Ordinance 2013-47A on second and final reading.

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2013-47A

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA MODIFYING SITKA
GENERAL CODE 6.16.010 ENTITLED “SALES – PERMIT, FEES AND
REGULATIONS” REGARDING OUTDOOR SALES OF GOODS OR ARTICLES IN
THE CBD DISTRICT, PUBLIC USE ZONE AND PUBLIC BOAT HARBORS

1. **CLASSIFICATION.** This ordinance is of a permanent nature and is intended to become part of the Sitka General Code (“SGC”).

2. **SEVERABILITY.** If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of this ordinance and application to any person or circumstances shall not be affected.

3. **PURPOSE.** The purpose of this ordinance is to modify SGC 6.16.010 entitled “Sales – Permit, fees and regulations” in which the constitutionality of this provision is being called into question. This ordinance clarifies the outdoor sales of goods or articles on public property in the CBD district and public use.

4. **ENACTMENT.** NOW, THEREFORE, BE IT ENACTED by the Assembly of the City and Borough of Sitka that SGC 6.16.010 entitled “Sales – Permit, fees and regulations” is modified to read as follows (new language underlined; deleted language stricken):

Chapter 6.16
SALES ON PUBLIC PROPERTY

Sections:

- 6.16.010 Sales—Permit, fees and regulations.
- 6.16.015 Retail sales of food from mobile, nonmotorized vehicles.
- 6.16.020 Determination of time and place of sale of raw fish for purposes of this code.
- 6.16.030 Sale of raw fish at the city and borough-owned hoist.

6.16.010 Sales—Permit, fees and regulations.

Except as allowed in this section, outdoor sales of goods or articles, including solicitation for certain services or activities, are prohibited outdoors on public property in the CBD district, public use zone and public boat harbors. This prohibition includes, but is not limited to, sales on public sidewalks, parking lots and streets, except as allowed below:

A. The following sales will be allowed in areas designated on an annual permit issued by the municipality for a fee of ten dollars:

1. Incidental sales by juveniles of ~~Alaskan~~ items made by the juveniles, or natural items collected by the juveniles, to tourists in the Crescent Harbor area and under the O’Connell bridge,

2. Handicrafts, artwork and jewelry made from fur and leather indigenous to southeast Alaska, sold by the artist, including traditional sales by Alaska Natives, as well as books

49 written and sold by local authors which depict the history, sociology or everyday life of
50 southeast Alaska, ~~Traditional sales of Alaskan items by Alaska Natives,~~

51 3. Sales of personally made arts and crafts items by senior citizens for charitable
52 purposes,

53 4. a. Sales of items by juveniles, the proceeds from which will primarily benefit a
54 recognized charitable organization dedicated to providing programs for youth,

55 b. Sales will be limited to unique items that are not available commercially,

56 c. Such permits shall be limited to no more than three groups at any one given time;

57 B. Retail sales of food prepared by vendors in compliance with all applicable state, federal
58 and/or municipal agency requirements, as well as other food items which are prepackaged by
59 the manufacturer and do not require further processing, such as gum, candy, juice, chips and
60 soft drinks, from a mobile, nonmotorized food cart as designated on a two-year permit issued
61 by the municipality for a fee of fifty dollars, under the conditions set out in Section 6.16.015;

62
63 C. Retail sales of seafood to the ultimate consumer by the actual fisherman from their
64 vessels at public boat harbors, in the assigned stalls;

65
66 D. By prior arrangement with the administrator, sales may be authorized for special events
67 such as the Salmon Derby, the Fourth of July and Alaska Day;

68 E. Solicitation by musicians shall be allowed in areas designated on a musician permit
69 issued by the municipality for an annual fee of ten dollars, under the following conditions:

70 1. Musician may perform and will be issued a musician permit during hours designated
71 by the harbormaster or Harrigan Centennial Hall manager, and

72 2. No electrical amplification of any instrument will be allowed;

73 F. On-site supervision by an adult is required for all juveniles under the age of ten who
74 participate in permitted sales and other activities allowed under this section. The permit may
75 be revoked for misconduct such as fraud or loud, aggressive behavior or slandering other
76 permittees, and is subject to regulations as necessary to protect the health, safety and welfare
77 of visitors and citizens, in accordance with SGC 6.19.040;

78 G. Failure to follow the rules of this chapter may result in the loss of a permit.

79
80 * * *

81 5. **EFFECTIVE DATE.** This ordinance shall become effective the day after the
82 date of its passage.

83
84 PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of
85 Sitka, Alaska this 28th day of January, 2014.

86
87 _____
Mim McConneil, Mayor

88 ATTEST:

89 _____
90 Sara Peterson, CMC
91 Acting Municipal Clerk

From: Amy Sweeney <a_sitka_sweeney@yahoo.com>
Sent: Monday, December 23, 2013 5:29 PM
To: Jay Sweeney
Subject: Ordinance no. 2013-47 (added last paragraph, should I include it?)

Dear Assembly members,

Ordinance no., 2013-47, Section 6.16.010, paragraph A..1. states the following sales in the CBD district, Public Use Zone and Public Boat Harbors by juveniles who pay a \$10 fee for an annual permit, will be allowed:

"1. Incidental sales by juveniles of Alaskan items made by the juveniles, or natural items collected by the juveniles, to tourists in the Crescent Harbor area and under the O'Connell Bridge,"

If an item was made by a Sitka child, does that make the item "Alaskan" for the purposes of the ordinance, or will some other criteria be applied?

I propose that the word "Alaskan:" be removed. Enterprising kids who wish to sell at the dock are appropriately constrained to selling items they have made or collected themselves--they should not have to worry about whether officials would consider their homemade item "Alaskan" or not.

Thank you
Amy Sweeney



Legislation Details

File #: ORD 14-01 Version: 1 Name:

Type: Ordinance Status: SECOND READING

File created: 1/7/2014 In control: City and Borough Assembly

On agenda: 1/28/2014 Final action:

Title: Amending the official Sitka Zoning Map to rezone Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village from R-1 Single-Family and Duplex Residential to WD Waterfront

Sponsors:

Indexes:

Code sections:

Attachments: [Ord 14-01](#)

Date	Ver.	Action By	Action	Result
1/14/2014	1	City and Borough Assembly		

POSSIBLE MOTION

I MOVE TO approve Ordinance 2014-01 on
second and final reading.

MEMORANDUM

To: Mark Gorman, Municipal Administrator
Mayor McConnell and Members of the Assembly

From: Maegan Bosak, Planner I MB

Subject: Ordinance 2014-01 Zoning Map Amendment for Scott Saline at 424 Katlian Avenue

Date: January 20, 2014

The Sitka Planning Commission is recommending approval of a zoning map amendment to rezone Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village from R-1 Residential to WD Waterfront. The board's recommendation was made during their December 17, 2013 meeting on a 4-0 vote.

The fifteen hundred (1500) square foot parcel is located on the upland side of Katlian Avenue between Sitka Sound Seafoods and Murray Pacific.

The rezoning would expand the waterfront district from the channel side of Katlian Avenue across to the upland side of the road. Other properties on Katlian Avenue have made similar rezoning requests including Sitka Tribe of Alaska in January of 2013 in order to build new office building.

The R-1 Residential district is intended for single family or duplex residential dwellings while WD Waterfront is intended for commerce, tourism, commercial or industrial enterprises which derive major economic or social benefit from a waterfront location. The Waterfront district is much more lenient and applicable to almost any use.

The applicant owns the parcel across the street, on the channel side, at 417 Katlian Avenue. Mr. Saline has gone through multiple public processes to purchase tidelands, replat and receive a variance on the lot. One condition of the variance, approved in February of 2013, was that he had to secure parking for his proposed restaurant. By rezoning this very small parcel, he could fulfill the requirement of two parking spaces.

The residents of Sitka Indian Village have, in the past, been against the more lenient WD zoning wanting to preserve the neighborhood feel. However multiple rezone requests have gone through in the last couple years with people understanding the economic importance of the waterfront area.

There were public comments on the request, two against, included in your packet.

RECOMMENDED ACTION: Approve the ordinance.

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2014-01

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA, ALASKA AMENDING THE OFFICIAL SITKA ZONING MAP TO REZONE LOT 50, BLOCK 1, U.S. SURVEY 2542 A&B, SITKA INDIAN VILLAGE FROM R-1 SINGLE-FAMILY AND DUPLEX RESIDENTIAL TO WD WATERFRONT

BE IT ENACTED by the Assembly of the City and Borough of Sitka, Alaska as follows:

1. CLASSIFICATION. This ordinance is of a permanent nature and is intended to be a part of the Sitka General Code of the City and Borough of Sitka, Alaska.

2. SEVERABILITY. If any provision of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and application thereof to any person and circumstances shall not be affected thereby.

3. PURPOSE. The purpose of this ordinance is to expand the WD Waterfront district from the channel side of Katlian Avenue across to the upland side of the road encompassing Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village. The rezoning is consistent with the goals and policies of the 2007 Sitka Comprehensive Plan.

4. ENACTMENT. NOW, THEREFORE, BE IT ENACTED by the Assembly of the City and Borough of Sitka that the official zoning map is amended to rezone Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village from R-1 Single-Family and Duplex Residential to WD Waterfront.

Appendix A is attached showcasing expanded map parcel.

5. EFFECTIVE DATE. This ordinance shall become effective on the day after the date of its passage.

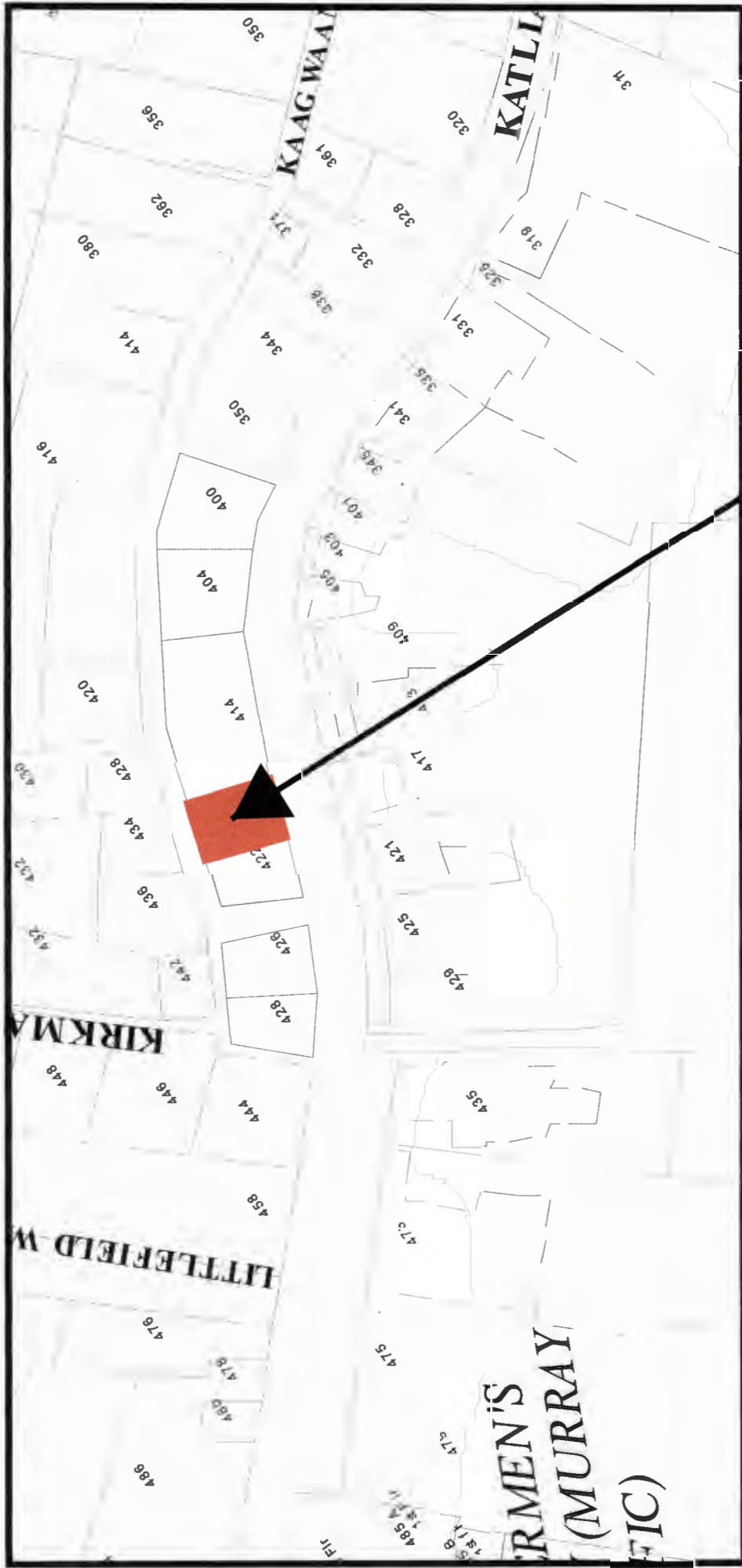
PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 28th day of January, 2014.

Mimi McConnell, Mayor

ATTEST:

Sara Peterson, CMC
Municipal Clerk

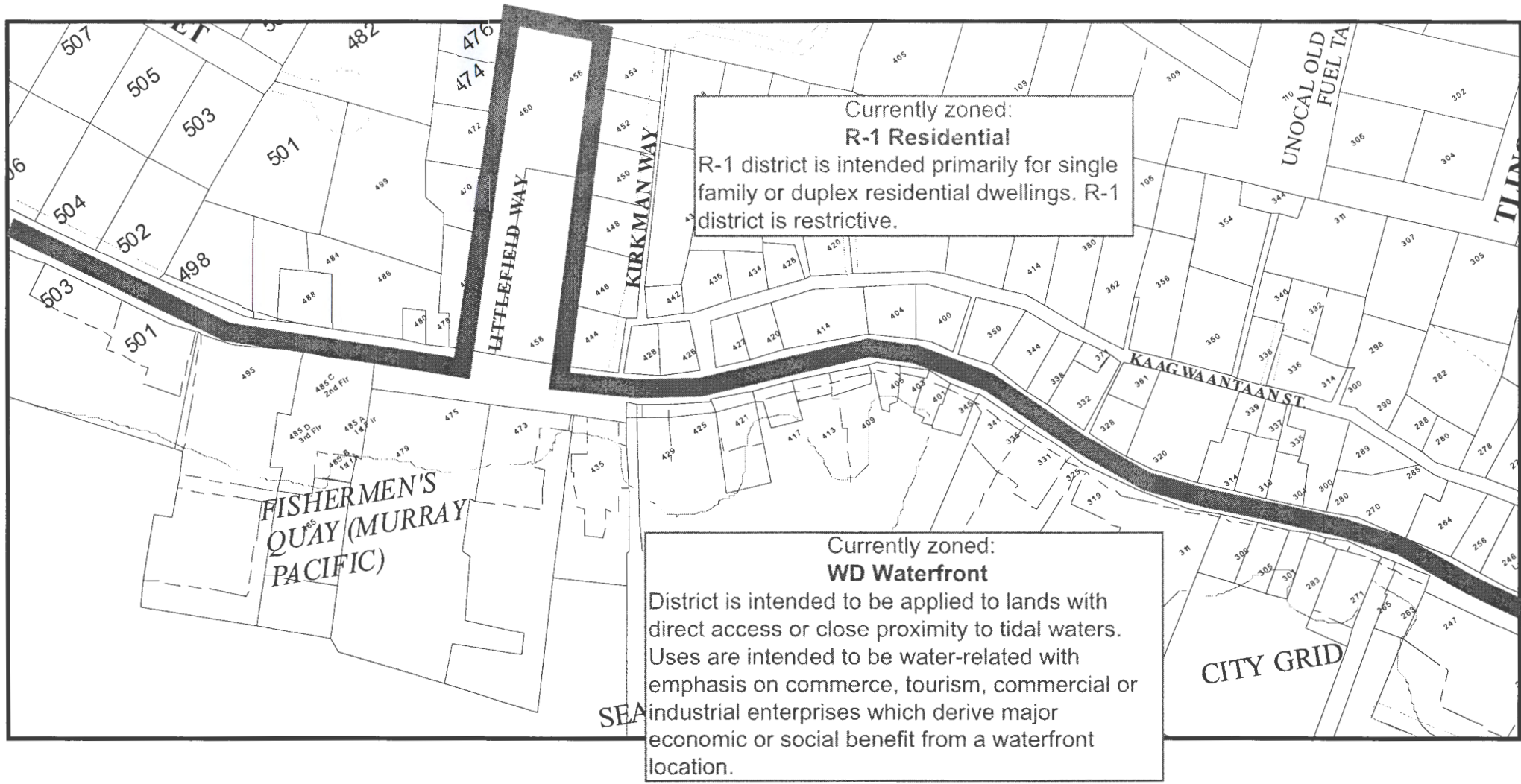




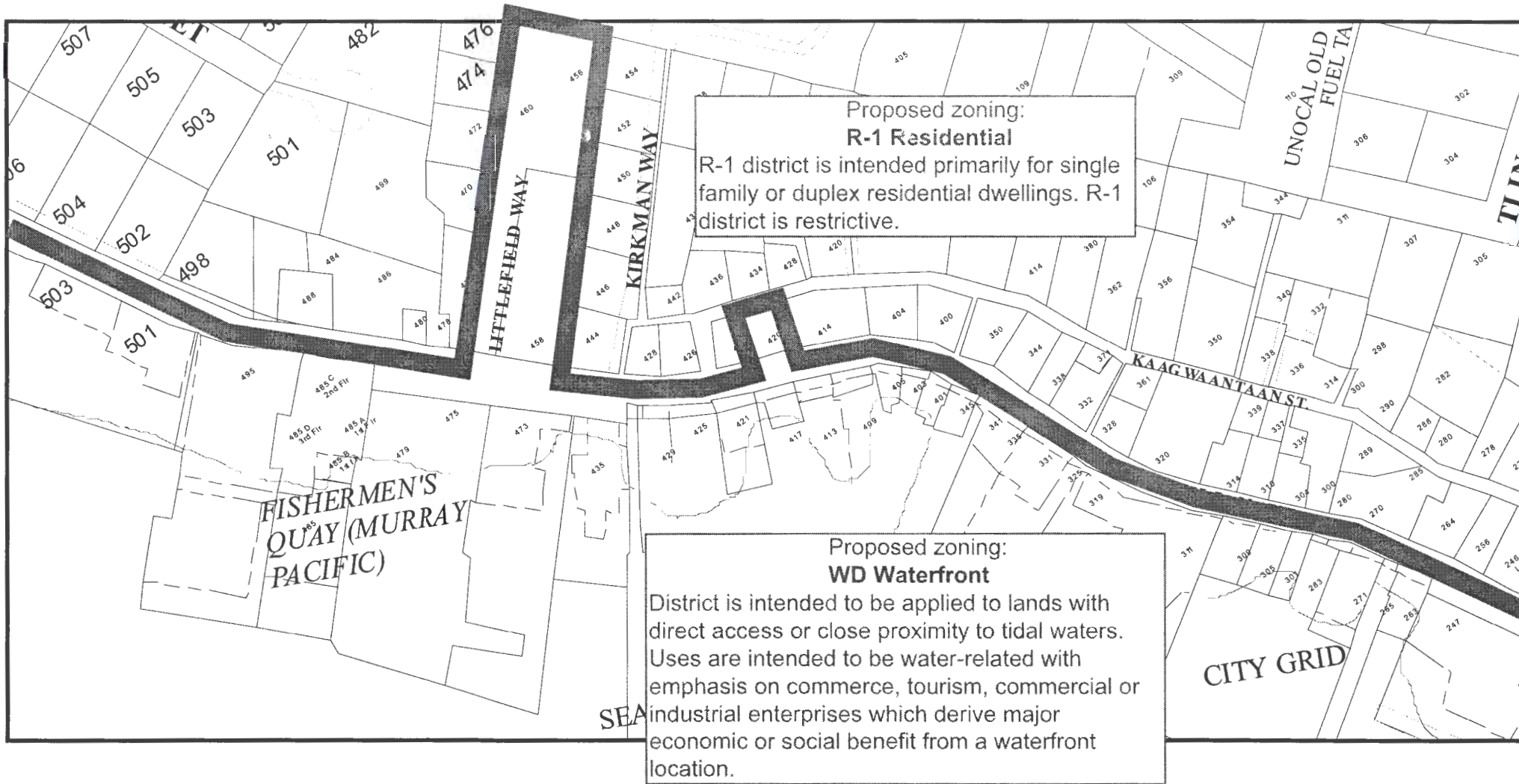
Saline
Zoning Map Amendment
424 Katlian Avenue



Saline
Zoning Map Amendment
424 Katlian Avenue



Saline
Zoning Map Amendment
424 Katlian Avenue



Saline
 Zoning Map Amendment
 424 Katlian Avenue



Saline
Zoning Map Amendment
424 Katlian Avenue

**CITY AND BOROUGH OF SITKA
Planning Commission
Minutes of Meeting
January 15, 2013**

Present: Jeremy Twaddle (Chair), Darrell Windsor (Member), Richard Parmelee (Member), Cheryl Westover (Member), Chris Spivey (Member), Wells Williams (Planning Director), Melissa Henshaw (Planner I)

Members of the Public: Scott Saline, Stephen Weatherman (Municipal Engineer), Boyd Didrickson, Leo Gernandt, John Baird, Garry White, Tom Hess (Sitka Daily Sentinel)

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

Consideration of the Minutes from the January 2, 2013 meeting:

MOTION: M/S WESTOVER/WINDSOR moved to approve the meeting minutes for January 2, 2013

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

The evening business:

**VARIANCE REQUEST
417 KATLIAN AVENUE
SCOTT SALINE**

Public hearing and consideration of a variance request filed by Scott Saline. This is for a reduction in the front setback from 20 feet to 13 feet and a relative north side setback to zero feet for a drive-through/restaurant and future processing structure. The property is also known as Lot 31 Block 4 US Survey 2542.

Planner Henshaw reviewed this request stating that there is now a Plan A, which would require a 13 foot front setback and no side setbacks due to the code 22.20.035 notes to Table 22.20-1 #12 and a Plan B which would not require any setback and would allow one vehicle at a time for the drive-through. There are three structures; concrete will be poured as a deck; a condition should be made with the motion that this variance be contingent upon purchase of the tidelands, and a written agreement with Mr. Didrickson for the property across the street for parking.

Planning Director Williams clarified that the Code is not clear as to how many parking spaces is required but Staff recommended two off street parking spaces.

APPLICANT: Scott Saline came forward. He said that Plan A would be the safer plan; Plan B crimps future plans; and that he needs parking across the street. He confirmed that the Plan B has the trailer 20 feet from the front property line. He stated that he needs one parking space for every six people sitting.

PUBLIC COMMENT: Planner Henshaw summed up Kris Calvin, General Manager for Fisherman's Quay's comments via email which were mostly asking Code questions.

Mr. Weatherman, Municipal Engineer gave the applicant the format for the vehicle turning radius. Plan B is no more or less dangerous as any other areas along Katlian Avenue.

Planning Director Williams explained the municipal parking along Katlian Avenue and commented that there are a large number of parking lots along Katlian Avenue that are in the R-1 zone. It is more the norm than the exception. These parking lots have not created much negative impacts. They have not gone through the conditional use process and this one would be consistent with the excepted pattern.

Leo Gernandt at 420 Katlian Avenue came forward. He is in favor of this variance. Parking across the street is a great idea and it will not infringe on the Justice Center even though the parking spots are not theirs. He may work for Mr. Saline. Plan B has issues with traffic.

John Baird at 713 Katlian Avenue came forward. The parking across the street made sense as does Plan A. This will generate jobs, Katlian already has a lot of traffic and people have to be understanding, and this will not add to the congestion.

Commissioner's deliberated.

Mr. Didrickson verbally confirmed that he will enter into an agreement with Mr. Saline for parking.

MOTION: M/S PARMELEE/WINDSOR moved to approve a variance request filed by Scott Saline at 417 Katlian Avenue for a 13 foot front setback for a drive-through/restaurant and future processing structure which is in general conformance with Plan A as submitted. The property is also known as Lot 31 Block 4 US Survey 2542 with the following conditions:

1. The variance would only take effect upon the successful acquisition of 478 square feet of Municipal tidelands;
2. That Katlian Street not be blocked at any time by the patrons;
3. That a parking arrangement to secure parking on the upland side of Katlian Street is acquired prior to the commencement of the project; and
4. That the traffic flow be from outbound to inbound on Katlian Street (west to east) and that the access to the drive up window from vehicles going outbound on Katlian Street be prohibited.

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

Staff recommended the following findings in support of the approved request:

MOTION: M/S PARMELEE/WINDSOR moved to approve the following findings in support of the approved variance:

1. There are special circumstances for the intended use that do not generally apply to other properties specifically the small size of the parcel;
2. The variance is necessary for the preservation of a substantial property right in that it is difficult to create a business on such a small parcel without the setback reductions;

3. The granting of the variance will not be materially detrimental to public health, safety, welfare or injurious to public infrastructure by virtue of the restrictions on traffic flow; and
4. That the granting of the variance will not adversely affect the comprehensive plan and supports 2.3.1 To guide the orderly and efficient use of private and public land in a manner that maintains a small-town atmosphere, encourages a rural lifestyle, recognizes the natural environment, and enhances the quality of life for present and future generations without infringing on the rights of private landowners.

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

**MINOR SUBDIVISION
4530 SAWMILL CREEK ROAD
CITY AND BOROUGH OF SITKA**

Public hearing and consideration of a concept plat for a minor subdivision with a modification to an existing access easement at 4530 Sawmill Creek Road filed by the City and Borough of Sitka. The property is also known as Lot 9 and 12 Sawmill Cove Industrial Park Resubdivision No. 1.

Planner Henshaw reviewed this request stating that this takes Lot 9 and break it into three properties and accounts for the access easement which is more like a right-of-way.

APPLICANT: Garry White came forward informing the Board that there was a grant to pave the park in which DOT required this access easement so this plat cleans up the lines. Breaking Lot 9 into three means they can lease or sell them separately. Mr. White confirmed that the shaded areas are the bulk water easements.

PUBLIC COMMENT: Mr. Weatherman, Municipal Engineer came forward explaining that this is cleaning up the parcels to adjust for the access easement from where it was originally planned.

No motion was made since it is a concept plat. It will be back at the next Planning Commission meeting.

**MINOR SUBDIVISION
4640 SAWMILL CREEK ROAD
CITY AND BOROUGH OF SITKA**

Public hearing and consideration of a concept plat for a minor subdivision 4640 Sawmill Creek Road filed by the City and Borough of Sitka. The property is also known as Lot 16 Sawmill Cove Industrial Park Resubdivision No. 1.

Planner Henshaw reviewed this request stating that this Lot 16 will be broke into two parcels.

APPLICANT: Garry White came forward stating that Lot 16B will be selling to Silver Bay Seafoods which has a dilapidated building on it. Lot 16A will be used to store rock from the dam project.

PUBLIC COMMENT: None.

No motion was made since it is a concept plat. It will be back at the next Planning Commission meeting.

**INTRODUCTION/DISCUSSION
ACCESSORY DWELLING UNITS (ADU)
SITKA ECONOMIC DEVELOPMENT ASSOCIATION (SEDA)**

Introduction and discussion of a proposed zoning text amendment on accessory buildings to allow Accessory Dwelling Units (ADU) proposed by Sitka Economic Development Association (SEDA).

Planning Director Williams reviewed this request stating that ADU's are basically apartments that are over detached garages and makes them allowable in residential zones. The stipulations on these includes a minimum of a 90 day rental, not allowed on access easements, owner occupied, no more than two bedrooms, one per parcel, and must include a parking plan.

APPLICANT: Garry White came forward stating that last year during the economic forum; affordable housing came out as one of the top issues. High density is the key to solve this issue. Setback are still required and maximum building coverage. SEDA's opinion would be to strike B under requirements. Since loaning on the stipulation of the owner occupying is not doable. Planning Director Williams pulled B off the purpose clause but stated that the common ground be that both units must be rented longer than 90 days. Westover suggested a conditional use permit for this. An accessory structure can only be 16 feet in height so that may need to be raised to 20 feet. Chair Twaddle commented that it makes all zoning in residential area less restrictive.

PUBLIC COMMENT: None.

No motion was made on this item since it was only an introduction and discussion item. It will be put on the agenda for the next Planning Commission meeting.

PLANNING DIRECTOR'S REPORT: Planning Director Williams informed the Board that the next meeting is February 5. He updated the Board on the Assembly short-term rentals and monitoring them. He also told of the new aerial images that are planned on being acquired. Planner Henshaw clarified for Commissioner Westover the timeline of materials and meetings.

PUBLIC BUSINESS FROM THE FLOOR: None.

ADJOURNMENT

MOTION: M/S WESTOVER/SPIVEY to adjourn at 9:07 pm.

ACTION: Motion PASSED unanimously on a voice vote.

Jeremy Twaddle, Chair

Melissa Henshaw, Secretary

Maegan Bosak

From: Gregory Killinger [gregandlisa@gci.net]
Sent: Thursday, December 26, 2013 10:02 PM
To: maegan@cityofsitka.com
Subject: City Letter regarding proposed Zone amendment 424 Katlian Ave

To: City of Sitka and Planning Commission

Subject: Proposed Zoning Amendment at 424 Katlian Avenue

From: Greg and Melissa Killinger, 106 Erler Street

Date: December 26, 2013

We received a letter from the City and Borough of Sitka regarding a proposed zoning map amendment at 424 Katlian Avenue, along with the Planning Commission agenda for November 19 which included this proposal.

Unfortunately, this letter and zoning proposal was not even mailed out to us until the end of November after the meeting. I hope further correspondence on proposed zoning changes in our area will be timely and allow for appropriate response and input. Note: We were also out of town the last week of November and first week of December, so the combination of the late notice and our time away prevented timely comment on this.

We did not hear the outcome of the meeting, but want to state that we do not support this proposed zoning change from R-1 Residential to WD waterfront.

The proposed change would introduce a new and abnormal encroachment above Katlian Avenue of non-residential zoning into the Residential zoned properties in this area. It is not appropriate for the area and can only elevate the often objective commercial activity and noise that neighbors in this area already have to put up with being along the currently consistent border (Katlian road) of commercially zoned waterfront properties.

We hope this proposal was not approved.

Sincerely,

Greg and Lisa Killinger

Maegan Bosak

From: Robert Ginn [retcgav8r@gmail.com]
Sent: Sunday, December 15, 2013 2:47 PM
To: maegan@cityofsitka.com
Cc: Sheryl; Bob Ginn
Subject: WD Zoning Amendment

To: Sitka Planning Commission

We oppose expansion of the Waterfront zone (WD) across Katlian Avenue to the upland side, at 424 Katlian Avenue or anywhere else. The existing WD lies immediately adjacent to residences in the R-1 zone lying upland of Katlian Avenue. Industrial noises from the WD already are detrimental to the quality of life of nearby residents. Increasing the size of the zone is not in the best interests of those living nearby.

We have written numerous letters to Sitka Sound Seafoods about the noise generated at the plant. While there has been some improvement, their operation continues to generate noise at an annoying level, even though it complies fully with the definition of a Waterfront zone.

To allow the WD to encroach into the present R-1 zone would be absurd.

Thank you,

/s/

Robert Ginn Sheryl Ginn

105 Erler St., 747-6775, 738-6775

P.S. We would have responded earlier but just recently returned home after an extended absence for medical procedures.

CITY AND BOROUGH OF SITKA

PLANNING DEPARTMENT
ZONE CHANGE APPLICATION

ZONE MAP AMENDMENT FEE	\$100.00
ZONE TEXT AMENDMENT FEE	\$100.00
<i>Plus</i> current city sales tax	

Applicant's Name: Scott Saline
Phone Number: 907 238 2889
Mailing Address: PX 3183
Applicant's Signature: [Signature] Date Submitted 10/31/13

Provide information or data, as necessary, to fully outline the reasons and justifications for the request. Attach additional sheets as necessary.

- For official map amendments, the application shall contain:
1. A legal description of **each** subject property along with the owner's name, address, and contact person for **each** subject property;
 2. An analysis showing the public benefit of the proposed amendment;
 3. An analysis showing the proposal's consistency with the Comprehensive Plan;
 4. A map of the area to be rezoned.

LIST SPECIFIC REQUEST: CHANGE 424 KATLIAN
to WATERFRONT

EXPLANATION OF REQUEST: to coincide with tribal
property being rezoned to
waterfront to promote employment
IN INDIAN VILLAGE ON KATLIAN
Street

After the application and supporting materials has been a Planning Office, the request will be placed on the next avail.

Saline
Zoning Map Amendment
424 Katlian Avenue



City and Borough of Sitka

100 Lincoln Street Sitka, Alaska 99835

Coast Guard City, USA

Notice of Public Hearings

The Assembly of the City and Borough of Sitka will hold a public hearing during a regular meeting scheduled Tuesday, January 14, 2014 on the following items:

Public hearing and consideration of a zoning map amendment by Scott Saline at 424 Katlian Avenue. The request is to rezone the parcel from R-1 Residential to WD Waterfront. The zoning would expand the waterfront district on the channel side of Katlian Avenue across to the upland side of the road. The property is also know as Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village.

Please see the hearing description on back of page. The Assembly may take action on January 14, 2013.

The Assembly meeting will begin at 6:00 pm in Harrigan Centennial Hall at 330 Harbor Drive in Sitka.

Interested residents are encouraged to make comments during the meeting and written comments can be submitted to the Municipal Clerk at 100 Lincoln Street.

Zoning map amendment at 424 Katlian Avenue:

The applicant is requesting a zoning map amendment to change the zoning from R-1 Residential to WD Waterfront. R-1 Residential is intended primarily for single-family and duplex homes while WD Waterfront is for commerce, tourism, commercial or industrial enterprises which derive a major economic or social benefit from a waterfront location.

While the Waterfront zoning is open to a variety of uses, this lot is limited due to the small size. The applicant has expressed that the intent of the parcel is for two parking spaces servicing his future restaurant at 417 Katlian Avenue.



City and Borough of Sitka

100 Lincoln Street Sitka, Alaska 99835

Coast Guard City, USA

Sitka Planning Commission Agenda

Tuesday, December 17, 2013

Held in Harrigan Centennial Hall

330 Harbor Drive, Sitka, Alaska

7:00pm

- I. CALL TO ORDER AND ROLL CALL
- II. CONSIDERATION OF THE MINUTES FROM December 3, 2013
- III. THE EVENING BUSINESS
 - A. Public hearing and consideration of a final plat for a minor subdivision at Parcel A South Benchlands off of Kramer Avenue. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Tract A14-III, Whitcomb Heights III Subdivision.
 - B. Public hearing and consideration of a final plat for a minor subdivision at Parcel B South Benchlands off of Kramer Avenue. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Tract A13, Whitcomb Heights Subdivision.
 - C. **Public hearing and consideration of a zoning map amendment by Scott Saline at 424 Katlian Avenue. The request is to rezone the parcel from R-1 Residential to WD waterfront. The zoning would expand the waterfront district on the channel side of Katlian Avenue across to the upland side of the road. The property is also known as Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village.**
- IV. PLANNING DIRECTOR'S REPORT
- V. PUBLIC BUSINESS FROM THE FLOOR
- VI. ADJOURNMENT

NOTE: Individuals having concerns or comments on any item are encouraged to provide written comments to the Planning Office or make comments at the Planning Commission meeting. Written comments may be dropped off at the Planning Office in City Hall, emailed to maegan@cityofsitka.com, or faxed to (907) 747-6138. Those with questions may call (907) 747-1814.

Publish: December 9, December 11



City and Borough of Sitka

100 Lincoln Street Sitka, Alaska 99835

Coast Guard City, USA

Sitka Planning Commission Agenda

Tuesday, November 19, 2013

Held in Harrigan Centennial Hall

330 Harbor Drive, Sitka, Alaska

7:00pm

- I. CALL TO ORDER AND ROLL CALL
- II. CONSIDERATION OF THE MINUTES FROM November 5, 2013
- III. THE EVENING BUSINESS
 - A. Public hearing and consideration of a proposed zoning text amendment on accessory dwelling units (ADU) SGC 22.20.160 to limit the number of parking spaces required for a lot containing an ADU to three (3) spaces. Two spaces would continue to be required for the house on the lot. The accessory dwelling unit would be required to have one parking space. Currently two off street parking spaces are required for an ADU. Proposed by City and Borough of Sitka.
 - B. Public hearing and consideration of a variance filed by Brian Schmidt at 4321 Valhalla Drive. The request is for a reduction of the front setback from 20 feet to 0 feet for an addition of a carport. The property is also known as Lot 1, C.C.W. Estates. The property owner of record is James Swift.
 - C. **Public hearing and consideration of a zoning map amendment by Scott Saline at 424 Katlian Avenue. The request is to rezone the parcel from R-1 Residential to WD waterfront. The zoning would expand the waterfront district on the channel side of Katlian Avenue across to the upland side of the road. The property is also known as Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village.**
 - D. Public hearing and consideration of a variance request filed by David Longtin at 711 Biorka Street. The request is for a reduction in the front setback from 20 feet to 10 feet to allow for construction of a new workshop/garage. The property is also known as all of Lot 6 of Block 23, according to U.S. Survey 1474, Tract A. The owner of record is Michael LaGuire.
 - E. Public hearing and consideration of a concept plat for a zero lot line subdivision at 603 Indian River Road. The request is filed by Jerome Mahoskey. The property is also known as Lot 4, Indian River Land Subdivision, a subdivision of a portion of Lots 2 and 3, U.S. Survey No. 3695.
 - F. Public hearing and consideration of a concept plat for a minor subdivision at Parcel A South Benchlands off of Kramer Avenue. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Track A14-III, Whitcomb Heights III Subdivision.
 - G. Public hearing and consideration of a concept plat for a minor subdivision at Parcel B South Benchlands off of Kramer Avenue. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Track A13, Whitcomb Heights Subdivision.
- IV. PLANNING DIRECTOR'S REPORT
- V. PUBLIC BUSINESS FROM THE FLOOR
- VI. ADJOURNMENT

NOTE: Individuals having concerns or comments on any item are encouraged to provide written comments to the Planning Office or make comments at the Planning Commission meeting. Written comments may be dropped off at the Planning Office in City Hall, emailed to maegan@cityofsitka.com, or faxed to (907) 747-6138. Those with questions may call (907) 747-1814.

Publish: November 11, November 13

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LOW INCOME HOUSING
ASHA
404 LAKE ST
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KITKA ESTATE% KITKA,D/THIEMEYER,M
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KITKA, DAVID SR., ESTATE OF
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% RICK PADEN
KIRKMAN ESTATE, LILA
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JOHNNIE JOHN ESTATE
% STA
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Assembly Mailing
January 3, 2014

Saline
Zoning Map Amendment
424 Katlian Avenue

ELAINE STRELOW

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Planning & Zoning Mailing
December 6, 2013

Saline
Zoning Map Amendment
424 Katlian Avenue

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LAWRENCE/AGNES WIDMARK
WIDMARK, LAWRENCE & AGNES
444 KATLIAN AVE
SITKA AK 99835

VIOLET WILLIS
WILLIS, VIOLET
416 KOGWANTON ST
SITKA AK 99835

JUDITH BRADY
BRADY, JUDITH, A.
450 KATLIAN AVE
SITKA AK 99835

ROBERT/SHERYL GINN
GINN, ROBERT, A./SHERYL, G.
105 ERLER ST.
SITKA AK 99835

BOYD DIDRICKSON
DIDRICKSON, BOYD
215 KOGWANTON ST
SITKA AK 99835

GEORGE ANDERSON
ANDERSON, GEORGE
P.O. BOX 704
SITKA AK 99835

JACOB PAYENNA
PAYENNA, JACOB, S.
448 KATLIAN AVE
SITKA AK 99835

DAVID KITKA ESTATE
KITKA, DAVID SR., ESTATE OF
436 KOGWANTON ST
SITKA AK 99835

LILA KIRKMAN ESTATE
% RICK PADEN
KIRKMAN ESTATE, LILA
103 PETER SIMPSON RD
SITKA AK 99835

JOHNNIE JOHN ESTATE
% STA
JOHN, JOHNNIE ESTATE
456 KATLIAN AVE
SITKA AK 99835

BERTRAND KIRKMAN
C/O RICK PADEN
KIRKMAN, BERTRAND
103 PETER SIMPSON RD
SITKA AK 99835

MARGARET MCVEY
C/O MARCIA BRADLEY
MCVEY, MARGARET, ESTATE OF
9403 149TH ST. CT. NW
GIG HARBOR WA 98329

ANNE JOHNSON
JOHNSON, ANNE, H.
452 KATLIAN AVE
SITKA AK 99835

LILA KIRKMAN
RICK PADEN
KIRKMAN ESTATE, LILA
103 PETER SIMPSON RD
SITKA AK 99835

PHOEBE BRUMFIELD
BRUMFIELD, PHOEBE
2071 SE ERWIN RD
PORT ST. LUCIE FL 34952-5521

SITKA TRIBE OF ALASKA
SITKA TRIBE OF ALASKA
456 KATLIAN AVE
SITKA AK 99835

THE SITKA TRIBE OF ALASKA
SITKA TRIBE OF ALASKA
456 KATLIAN AVE
SITKA AK 99835

CAROL PETERS
PETERS, CAROL, MARIE
3500 GOLIAD RD, LOT 279
SAN ANTONIO TX 78223

BAE/JENNIFER OLNEY-MILLER
OLNEY-MILLER, BAE/JENNIFER
505 O'CAIN AVE
SITKA AK 99835

TERRANCE/DANA/J LITTLEFIELD
LITTLEFIELD, TERRANCE/DANA/JOHN III
P.O. BOX 2336
SITKA AK 99835

JUDITH HOWARD
HOWARD, JUDITH, L.
468 KATLIAN AVE
SITKA AK 99835

ISAAC/JESSICA CLARK
CLARK, ISAAC & JESSICA
454 KATLIAN AVE
SITKA AK 99835

BARBARA BORGEN
BORGEN, BARBARA, J.
P.O. BOX 183
SITKA AK 99835

*Heather Saline
via email*

Planning & Zoning Mailing
November 8, 2013

Saline
Zoning Map Amendment
424 Katlian Avenue

CITY AND BOROUGH OF SITKA
Planning Commission
Minutes of Meeting
December 17, 2013

Present: Richard Parmelee (Chair), Chris Spivey (Vice Chair), Darrell Windsor (Member), Cheryl Westover (Member), Maegan Bosak (Planner I), Wells Williams (Planning Director)

Absent: Debra Pohlman (Member)

Members of the Public: Jeremy Twaddle, Todd Fleming, Nancy Yaw Davis, Scott Saline, Stephen Weatherman (Municipal Engineer), Tom Heese (Sitka Sentinel)

Chair Parmelee called the meeting to order at 7:01 p.m.

Roll Call:

PRESENT: 4 – Parmelee, Westover, Windsor, Spivey

Consideration of the Minutes from the December 3, 2013 meeting:

MOTION: M/S WESTOVER/SPIVEY moved to approve the meeting minutes for December 3, 2013.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

The evening business:

**FINAL PLAT MINOR SUBDIVISION
PARCEL A SOUTH BENCHLANDS TRACT A14-III, WHITCOMB HEIGHTS III SUBDIVISION
SOUND DEVELOPMENT, LLC**

Public hearing and consideration of a final plat for a minor subdivision at Parcel A South Benchlands off of Kramer Avenue. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Tract A14-III, Whitcomb Heights III Subdivision.

Planning Director Williams summarizes the minor subdivision applications. Staff report will encompass both Agenda A and B items. Williams showcases parcels on map. This is the 3rd meeting to flush out issues and take public comment. Williams shares the history- work on the Benchlands properties has gone back over 6 years. Land planning exercise with Bob Droll, including a series of public meetings to create a plan for Whitcomb Heights. Williams reviews the public's views on how the land was to be designated. Tract A & B have evolved - were originally intended to be multi-family housing. Sound Development, LLC. submitted the development plan entailing the best use was single family or minor subdivisions. Development scenario has fewer driveways, homes and parking, therefore the effect on drainage is much less. Parcel A plat shown and reviewed. Lot sizes are much larger than required. Reviews parcel sizes. Municipal Engineer Weatherman wanted drainage evaluation, Sound Development brought forward 2008 USKH study. Weatherman wanted the evaluation to follow the new

Stormwater Management Plan. Applicants submitted a drainage evaluation. Williams highlights drainage evaluation. If flows exceed 20 cubic feet per second or greater, than Weatherman would like to see a drainage easement. Fleming's calculation shows 5 feet per second. Proposed subdivisions show a development pattern with less impact. Planning Office will propose approval with two conditions 1. binding plat note that no lot in the subdivision may be subdivided in the future. 2. informational plat note recommended by Weatherman that the future property owners may be required to install pressure reducing valves. Commissioner Westover asks about the subdivision process- would the splitting of a lot require the whole thing to go back through the major subdivision process? Williams responds no. CBS states that only four lots can access on an easement.

APPLICANT: Todd Fleming and Jeremy Fleming of Sound Development, LLC. come forward. Nothing has changed from the first few meetings. Commissioner Westover asks about price of the lots. Twaddle hopes to get lots on the market by early summer 2014. Lots have been flagged. Williams describes staff visit to confirm flagging. Staff asked Sound Development, LLC. to add an additional flag, which was promptly completed.

PUBLIC COMMENT: Municipal Engineer Weatherman comes forward and talks about drainage evaluation. He says rates aren't as low as reported. Calculations were not correct. The way Sound Development has approached the evaluation is correct but wrong rainfall data. Weatherman points out large flow on the edge of Parcel B and asks for an easement on the edge of parcel. Ditch may need to be designed somewhat differently but other areas are not an issue. Private development isn't typically inspected by Public Works. Weatherman is confident that drainage and ditching on Kramer Avenue is sufficient for the load. The City doesn't have beneficiary, maintenance or responsibility on the easements. Williams points out Grace Harbor drainage easement and issues regarding maintenance. Public Works required easement however no one knows who is responsible for maintenance. Commissioner Windsor clarifies that drainage is not a requirement. Weatherman states that Public Works will be bringing code change to the Planning Commission in the future, to make a drainage evaluation a requirement of the subdivision code. Code will clarify the information and process. Weatherman is stating again that this is a suggestion only and that this is heading in the right direction. Williams discusses "unsolveables" and the cost to the developers and City. Commissioner Spivey asks about rainfall data, didn't Sound Development get the information from Weatherman? Weatherman responds yes, but they used the wrong table of data. Weatherman isn't saying they are going to require more, but in previous studies data was gathered incorrectly. Weatherman talks about other communities standards for drainage plans. Commissioner Spivey also asks about why Public Works is questioning this when they are going to do exactly what the City had done in Jacobs Circle. Weatherman states because there is new data. Weatherman suggests a possible solution is a drainage easement. Commissioners feel that Sound Development, LLC. has done more drainage studies than any other minor subdivision. Weatherman says that this is why many minor subdivisions around town have drainage problems.

Nancy Yaw Davis asks questions about the process. She states that potential future buyers of the property must know the land. Maps need to be available. Williams points out the different parcels and the sale plan. Davis says that Parcel D was not clear in the material. Davis talks about the crosstrail. Williams showcases how the trail is changing or relocating. Davis is concerned that Commissioners haven't done everything they need to in order to make an informed decision. Nancy Yaw Davis can't find the flags. Williams states that flagging exceeds

code. Commissioner Westover states that the plan has already been vetted through the Assembly. Davis again speaks to the flagging. Davis discusses parcel C. Possible human occupation 8,000 -10,000 years ago. Prehistoric artifacts and she would love to volunteer.

COMMISSIONER DELIBERATION: Commissioner Windsor brings up the proposed easement along parcel b. Twaddle discusses drainage and preexisting flow. He states that the flow that these subdivisions are going to add is miniscule. Overall impact is small. Commissioner Windsor asks if Sound Development, LLC. is open to the easement or not? Fleming talks about drainage on the lot. Fleming respectfully disagrees with Weatherman regarding the calculations. Fleming will grant an easement prior to sale if needed. Commissioner Westover asks if it can be a condition so the commission doesn't have to revisit. Commissioner Spivey says it's just going to make development more expensive. Commissioner Westover appreciated all the extra effort. Williams makes summary comments: flagging was done well in advance and Sound Development, LLC. agreed to public site visits. He states this is the most extensive minor subdivision process, he has ever seen. Requirements are far and above what has required for previous minor subdivisions.

MOTION: M/S WINDSOR/SPIVEY move to approve a final plat for a minor subdivision at Parcel A South Benchlands off of Kramer Avenue with the following conditions. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Tract A14-III, Whitcomb Heights III Subdivision.

1. Regulatory plat note stating: No lot in the subdivision may be subdivided in the future.
2. Informational plat note stating: Property owners may be required by the Municipality to install pressure reducing valves prior to the construction of any structure on the lots in this subdivision.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

**FINAL PLAT MINOR SUBDIVISION
PARCEL B SOUTH BENCHLANDS TRACT A13, WHITCOMB HEIGHTS SUBDIVISION
SOUND DEVELOPMENT, LLC**

Public hearing and consideration of a final plat for a minor subdivision at Parcel B South Benchlands off of Kramer Avenue. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Tract A13, Whitcomb Heights Subdivision.

MOTION: M/S SPIVEY/WESTOVER move to approve a final plat for a minor subdivision at Parcel B South Benchlands off of Kramer Avenue, with the following conditions. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Tract A13, Whitcomb Heights Subdivision.

1. Regulatory plat note stating: No lot in the subdivision may be subdivided in the future.
2. Informational plat note stating: Property owners may be required by the Municipality to install pressure reducing valves prior to the construction of any structure on the lots in this subdivision.

3. Developer will record a 10 foot wide drainage easement if drainage evaluation calculations are above 20 cubic feet/per second.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

**ZONING MAP AMENDMENT
LOT 50, BLOCK 1, U.S. SURVEY 2542 A&B, SITKA INDIAN VILLAGE
SCOTT SALINE**

Public hearing and consideration of a zoning map amendment by Scott Saline at 424 Katlian Avenue. The request is to rezone the parcel from R-1 Residential to WD Waterfront. The zoning would expand the waterfront district on the channel side of Katlian Avenue across to the upland side of the road. The property is also known as Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village.

Williams reviews case. He shows current zoning in Sitka Indian Village and recent change from R-1 to WD for Sitka Tribe of Alaska building. Williams gives brief history of Indian Village and how residents in the past have opposed zone change. The area is full of non-conformances. Changing the zoning allows more use in an area that is an economic driver. Planner 1, Bosak, reads public comment letter, from Ginn, in opposition. Letter sites noise as the main issue. Bosak reminds Commission of variance approved in January 2013 with the condition that parking be obtained.

APPLICANT: Scott Saline comes forward, explains that the area use to be zoned R-2, prior to R-1. Culture of resistance based on how City government has taken things away and then let them go. Both of applicant's properties were restricted deed properties. Area is the key to Sitka's economic future. People are giving up on the commercial aspects of the lots. More money out at the mill, but Saline...

Commissioner Westover calls point of order - Saline going in all different directions.

Saline states that this will continue to be an issue as more parcels would like this change.

Williams points out Ginn residence on map. Issue of noise doesn't appear to be a concern.

PUBLIC COMMENT: No public comment.

COMMISSIONER DELIBERATION: Commissioner Windsor states that parking doesn't make much noise. He states precedence was set last year when the Commission approved rezone for Sitka Tribe of Alaska. Commissioner Spivey, agrees, sees no problem with rezone as parking is not noisy. Commissioner Westover doesn't want a mini junkyard that would look awful. She is concerned that the parcel will have the rights of waterfront and not just be for parking. Chair Parmelee has no problem with request, applicant is trying to use the property for what the Board recommended. Williams reminds Board that it will have all the rights of a waterfront zone. He goes on to discuss all the waterfront type uses on Katlian Avenue. Staff supports this going to waterfront zone. Commissioner Windsor points out that the area is currently zoned R-1 and there are current junkyards and debris. Enforcement is the issue. Williams states that the parcel is small and even the liberal uses defined under waterfront district limits the build out. Due to the parcel size there is no option to be a seafood processor or any other business. Parcel is 32 feet by approximately 32 feet. The parcel has to have room for two parking spaces. Commissioner

Spivey understands Commissioner Westover's concerns regarding the junkyard appearance but feels it is not the issue that the Commission is being asked to decide on. Commissioners ask about other properties along Katlian Avenue that are being used for parking. Williams speaks on restricted deeds and how local codes don't have zoning authority over restricted deed properties. Parking does not have to be rezoned in those instances.

MOTION: M/S SPIVEY/WINDSOR move to recommend approval of a zoning map amendment by Scott Saline at 424 Katlian Avenue. The request is to rezone the parcel from R-1 Residential to WD Waterfront. The zoning would expand the waterfront district on the channel side of Katlian Avenue across to the upland side of the road. The property is also known as Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

MOTION: M/S SPIVEY/WINDSOR move to approve the following findings:

1. The rezoning is consistent with other uses on the upland side of Katlian Avenue;
2. Consistent with Comprehensive Plan 2.5.2, *To encourage commercial and industrial developments of a quality that does not adversely impact any adjacent recreational and residential areas.*

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

PLANNING DIRECTOR'S REPORT: Williams describes "unsolvables" and the discussion that will take place starting in January. At the first meeting we will talk about the zoning and subdivision codes. Purpose is to discuss issues without obvious solutions. Codes go back to common land law.

ADJOURNMENT:

MOTION: M/S SPIVEY/WESTOVER moved to adjourn at 8:35 pm.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

Richard Parmelee, Chair

Maegan Bosak, Secretary

CITY AND BOROUGH OF SITKA
Planning Commission
Minutes of Meeting
November 19, 2013

Present: Richard Parmalee (Chair), Chris Spivey (Member), Darrell Windsor (Member), Cheryl Westover (Member), Wells Williams (Planning Director), Gail Johansen Peterson (Contract Secretary).

Members of the Public:

James Swift, Brian Schmidt, Steven Weatherman (City Engineer), David Longtin, Jerome Mahoskey, Don McKinnon, Roslyn Dailey, Jeremy Twaddle, Todd Flemming, Shannon Haugland (Daily Sitka Sentinel).

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

Roll Call:

PRESENT: 4 – Parmalee, Spivey, Windsor, Westover

Consideration of the Minutes from the November 5, 2013 meeting:

MOTION: M/S Spivey/Windsor to approve the meeting minutes for November 5, 2013.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

The evening business:

Public Hearing and consideration of a proposed zoning text amendment on accessory dwelling units (ADU) was moved to the end of the agenda to accommodate those present for other items on the agenda.

VARIANCE REQUEST
4321 VALHALLA DRIVE
BRIAN SCHMIDT

Public hearing and consideration of a variance request filed by Brian Schmidt at 4321 Valhalla Drive. The request is for a reduction in the front setback from 20 feet to 0 feet for an addition of a carport. The property is also known as Lot 1, C.C.W. Estates. The property owner of record is James Swift.

Planning Director Williams introduced and reviewed the request utilizing slides to show the actual rights of way versus the platted cul de sac, which was not developed and is unlikely to ever be developed to SGC standards. Instead, there are single driveways to access properties. A variety of hardships regarding this lot exist as the terrain slopes at the back and north side of the lot, with extreme elevation changes. Prior variances granted for this lot were reviewed. The request is to reduce the front setback for the construction of a carport, with a bedroom above. Mr. Williams provided details and additional views.

CITY ENGINEER:

Steven Weatherman, Municipal Engineer, reviewed the City's standard recommendation for a structure to be set back a minimum of a 19 foot parking length in front of the property line to allow for sufficient parking. Mr. Weatherman answered Commissioner's questions. The standard recommendation of 19 feet for additional parking was considered in the context of this property's unique features.

APPLICANT:

Brian Schmidt, builder, and James Swift, property owner, described the project to the Commission. It was emphasized the construction is for a carport, not a garage. The result will clean up the property as it will remove a temporary carport. Additional images and descriptions of the property and project were provided. Commissioner questions were answered.

COMMISSIONER DELIBERATION:

Commissioners familiar with the neighborhood spoke to the difficulty of ever developing a cul de sac at the end of Valhalla Drive due to the elevation changes in the area terrain.

Commissioner Westover stated her reluctance to ever approve a front set back to the property line; however, with the particular circumstances of this property and the unlikelihood that there will be further development in the area, she is able to make an exception for situations like this request as it won't interfere with other residents' living conditions.

PUBLIC COMMENT: None.

MOTION: M/S Westover/Windsor to approve the variance filed by Brian Schmidt at 4321 Valhalla Drive. The request is for a reduction of the front setback from 20 feet to 0 feet for an addition of a carport. The property is also known as Lot 1, C.C.W. Estates. The property owner of record is James Swift.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

Planning Director Williams recommended findings in support of the approved variance.

MOTION: M/S Spivey/Westover to approve findings in support of the approved variance:

1. There are special circumstances that do not generally apply to other properties in the vicinity. Specifically, it is an irregularly shaped lot; secondly, the lot is severely disadvantaged by the slope on the north side of the property, which makes approximately one-third of the parcel, which is already irregularly shaped, unusual;
2. The variance is necessary for the preservation and enjoyment of a substantial property right, specifically there is no other place on the property that can accommodate a carport or garage, which is a customary use for residential properties;
3. The granting of the variance will not materially be detrimental to public welfare or injurious to the properties in the area, or public infrastructure; specifically, while the set back is a set back reduction to zero, the carport does allow for the accommodation of the mandatory off street parking, and there is no foreseeable circumstance through which the Valhalla Drive cul de sac in that location will be further improved;
4. The granting of the variance will not adversely affect the comprehensive plan (2.3.1), to guide the orderly and efficient use of private land in a manner that maintains a small town atmosphere.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

Planning Director Williams noted the variance will be effective in ten days, unless that variance is appealed within the ten days.

**ZONING MAP AMENDMENT R-1 TO WD
424 KATLIAN AVENUE
SCOTT SALINE**

Public hearing and consideration of a zoning map amendment by Scott Saline at 424 Katlian Avenue.

Planning Director Williams recommended postponing this item to the end of the meeting to allow the applicant to be present. The Chair so ordered.

**VARIANCE REQUEST
711 BIORKA STREET
DAVID LONGTIN**

Public hearing and consideration of a variance request filed by David Longtin at 711 Biorka Street. The request is for a reduction in the front setback from 20 feet to 10 feet to allow for construction of a new workshop/garage. The property is also known as all of Lot 6 of Block 23, according to U.S. Survey 1474, Tract A. The owner of record is David Longtin.

Planning Director Williams introduced and reviewed the request utilizing slides to show the parcel and explain the need for the variance. The submitted site plan was described. Images were viewed and the applicant, David Longtin, explained it is necessary to modify his site plan slightly as DOT denied a driveway permit from Sawmill Creek Road. It was noted the property is unique in that it has two front set backs, one off Sawmill Creek Road and the other off Biorka Street.

CITY ENGINEER: Steven Weatherman, Municipal Engineer, stated there are no objections or issues.

APPLICANT: David Longtin, introduced himself and explained he has recently purchased the lot from Michael LaGuire. He described the project and answered Commissioner and staff questions.

PUBLIC COMMENT: None.

COMMISSIONER DELIBERATION:

Commissioners had no objections or concerns and could agree with the property owner's request.

MOTION: M/S Westover/Windsor to approve a variance request filed by David Longtin at 711 Biorka Street. The request is for a reduction of the front setback from 20 feet to 10 feet along the Sawmill Creek side to allow for construction of a new workshop garage. The structure will be required to comply with the maximum height allowed by code. The property is also known as all of Lot 6, of Block 23, according to U.S. Survey 1474, Tract A. The owner of record is Dave Longtin.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

Planning Director Williams recommended findings in support of the approved variance.

MOTION: M/S Westover/Spivey to approve findings in support of the approved variance:

1. There are special circumstances that do not generally apply to other properties. Specifically, the property has two front set backs and the set back adjacent to Sawmill Creek Road is 20 feet instead of the standard 10 feet for wider portions of the highway frontage;

2. The variance is necessary for the preservation of a substantial property right, specifically to allow for a garage and storage structure;
3. The granting of the variance will not materially be detrimental to public welfare or injurious to other properties in the vicinity, or public infrastructure; specifically, while the workshop will be 10 feet from the Sawmill Creek Road right of way, it will not adversely affect the Sawmill Creek Road right of way due to the prohibition by the State of Alaska to access the road;
4. The granting of the variance will not adversely affect the comprehensive plan, specifically Comprehensive Plan Policy 2.4.1 to encourage diverse housing types and densities.

ACTION: Motion PASSED unanimously 4-0 on a voice vote.

**CONCEPT PLAT
603 INDIAN RIVER ROAD
JEROME MAHOSKEY**

Public hearing and consideration of a concept plat for a minor subdivision at 603 Indian River Road. The request is filed by Jerome Mahoskey. The property is also known as all of Lot 4, Indian River Land Subdivision, a subdivision of a portion of Lots 2 and 3, US Survey No. 3695.

Planning Director Williams introduced the concept plat for a zero lot line. Since this is a concept plat, at this stage it does not have to be designed by a registered land surveyor. The applicant has been advised about the importance of measurements prior to sinking the foundation and the final approval. Details about the zero lot line design were provided, showing the effect of the wetlands on the property. Staff is unaware of any issues with the proposal and considers this a good, decent property.

APPLICANT: Jerome Mahoskey, applicant, stated the project is to construct a simple zero lot line with three bedrooms, two and a half baths and one car garage. The applicant answered a Commissioner's question about the corner that abuts the wetlands, stating the lot is fully developed.

CITY ENGINEER: Steven Weatherman, Municipal Engineer, stated there is enough space in the front for parking. Since it hasn't been surveyed, it is recommended the applicant consult with the Corps of Engineers as this falls under their jurisdiction.

PUBLIC COMMENT: None.

COMMISSIONER DELIBERATION:

Commissioner Westover supported the Municipal Engineer's recommendation to consult with the Corps.

MOTION: M/S Spivey/Westover to approve a concept plat for a minor subdivision at 603 Indian River Road with the condition that documentation will be provided that the Corps of Engineers were consulted and there is verbal documentation from the Corps that the plan has been reviewed and there are no issues. The request is filed by Jerome Mahoskey. The property is also known as all of Lot 4, Indian River Land Subdivision, a subdivision of a portion of Lots 2 and 3, US Survey No. 3695.

ACTION: Motion PASSED unanimously 4-0 on a voice vote.

**CONCEPT PLAT
PARCEL A SOUTH BENCHLANDS OFF OF KRAMER AVENUE
SOUND DEVELOPMENT, LLC**

Public hearing and consideration of a concept plat for a minor subdivision at Parcel A South Benchlands off of Kramer Avenue. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Tract A14-III, Whitcomb Heights III Subdivision.

Planning Director Williams introduced the concept plat and provided background information on the property development. Two public hearings will be held in the concept phase and final public hearings will be held on each of the final subdivision plats to allow for all public comments to be provided. If the public is unable to provide comment at this hearing due to the inclement weather, the public is invited to submit written comment prior to the next hearing on December 3, 2013. Details of the subdivision development were provided and images were viewed. Severe terrain constraints were identified. Sound Development, LLC partners have agreed to provide an opportunity for members of the public to walk through the property. The surrounding land is either public land or land acquired by Sound Development, LLC (Tracts A, B, and C). The stated commitment from Sound Development, LLC to the City was noted. Tract A would develop three lots of about 19,000 square feet each. The Cross Trail Plan will shift the current path of the Cross Trail closer to the lot lines. Subdivision codes for road grades were reviewed.

CITY ENGINEER: Steven Weatherman, Municipal Engineer, stated in general there is no problem with the subdivision layout. The main concern will be how steep the access road will be and what type of road section the applicant plans. It will need to be carefully reviewed for how steep it will be and if there is drainage on the side. There is also a significant drainage upland that drains through these properties. It is recommended the applicant perform a drainage evaluation (showing how much flow comes through and how it will be routed) using the current municipal standards and guidelines. The newly drafted storm water management plan should be utilized. A copy of the previous study for the benchlands is available, which clearly shows the drainage basins through the property. However the data on rainfall, for instance, is not accurate. Better information is available now. Municipal Engineer Weatherman acknowledged the City has already found it necessary to retrofit the upstream ditch on Kramer due to frequent wash outs. The overall developer of the property has capability to manage the flow through the properties, whereas an individual house developer would not know how to manage the drainage basin on an individual lot without passing the problem to the next lower lot. To avoid such a consequence, the onsite design needs to collect the flow and bring it through the area safely.

APPLICANT: Sound Development, LLC partners Jeremy Twaddle and Todd Flemming stated the project is to develop the highest and best use of the property. The applicant affirmed staff comments regarding the existing Cross Trail and the planned straightening of the trail along the property line (it will have a steady grade of 14 – 15%). Applicants answered Commissioners' questions about the trail, road grade and drainage. Planner Williams affirmed the City has allowed a parking area for public access to the trail in the developed right-of-way. The applicant anticipates leaving public access to Cross Trail from the current parking area. The applicant has been given the legal easement to continue down through Kramer.

PUBLIC COMMENT: None.

COMMISSIONER DELIBERATION:

No Commissioner action is needed. Another public hearing will be advertised for December 3, 2013.

**CONCEPT PLAT
PARCEL B SOUTH BENCHLANDS OFF OF KRAMER AVENUE
SOUND DEVELOPMENT, LLC**

Public hearing and consideration of a concept plat for a minor subdivision at Parcel B South Benchlands off of Kramer Avenue. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Tract A13, Whitcomb Heights Subdivision.

Planning Director Williams stated there is not much to add to what has already been stated for Parcel A. The Cross Trail access from this property was compared to the proposed access. The size of this lot is smaller than the other, with the bulk of the drainage continuing on from the existing drainage ditch on the upland side of Kramer Avenue, going down toward Jacobs Circle and continuing to Halibut Point Road.

CITY ENGINEER: Steven Weatherman, Municipal Engineer, stated the layout of the subdivision is appropriate development for this property. This parcel has much larger upstream flow into the property. It is very important for the applicant to evaluate the upstream flows and if necessary come up with an easement for it or a facility to be constructed. Commissioners' questions were answered.

APPLICANT: Sound Development, LLC partners Jeremy Twaddle and Todd Flemming affirmed they have reviewed the existing drainage study and some of that will be utilized as relevant to their proposal for a less densely developed area.

PUBLIC COMMENT: None.

COMMISSIONER DELIBERATION:

No Commissioner action is needed. Another public hearing will be advertised for December 3, 2013.

ZONING AND SUBDIVISION TEXT AMENDMENTS

Public hearing and consideration of a proposed zoning and subdivision text amendment on accessory dwelling units (ADU) SGC 22.20.160 to limit the number of parking spaces required for a lot containing an ADU to three (3) spaces. Two spaces would continue to be required for the house on the lot. The accessory dwelling unit would be required to have one parking space. Currently two off street parking spaces are required for an ADU. Proposed by City and Borough of Sitka.

Planning Director Williams reviewed the proposed zoning and subdivision text amendment on accessory dwelling units (ADU) to reduce the off street parking requirement for ADU's from two to one. The amendments were proposed to the Administrator by a couple of Assembly members. Planning Director Williams elaborated on the proposal and concerns of the Assembly in high density neighborhoods.

PUBLIC COMMENT: None.

COMMISSIONER DELIBERATION:

Commissioner Westover stated the amendment was not necessary. Commissioners discussed the proposed amendment. Commissioner Spivey recalled that variances would not be issued on ADU's. Commissioners discussed the proposed amendment regarding parking for ADU's. Commissioners acknowledged ADU's are intended for larger lots and this is facilitated by requiring two parking spaces.

MOTION: M/S Westover/Windsor to recommend the minimum of two parking spaces for ADU's remains unchanged and the Planning Commission opposes the request to reduce the number of off street parking spaces for ADU's from two to one.

ACTION: Motion PASSED unanimously 4-0 on a voice vote.

Commissioners supported the recommendation with the following rationale:

1. The City cannot control the number of cars utilized by residents of ADU's.
2. ADU's are not intended for use in dense areas.
3. It is unrealistic that ADU's will be located in downtown areas.
4. Recommend revisiting ADU structure to make ADU's conditional uses.

ZONING MAP AMENDMENT R-1 TO WD

424 KATLIAN AVENUE

SCOTT SALINE

Public hearing and consideration of a zoning map amendment by Scott Saline at 424 Katlian Avenue. The request is to rezone the parcel from R-1 Residential to WD waterfront. The zoning would expand the waterfront district on the channel side of Katlian Avenue across to the upland side of the road. The property is also known as Lot 50, Block 1, US Survey 2542 A & B, Sitka Indian Village.

Planning Director Williams recommended rescheduling this item to the December 3, 2013 meeting if the applicant commits to be present. The Chair observed the applicant would have found his request favorably received by Commissioners present at this evening's meeting.

PLANNING DIRECTOR'S REPORT:

Planning Director Williams recommends beginning in January 2014 adding a forty-five minute work session to the end of each agenda to discuss the "unsolvable's", concerns that always come up yet remain unsolved, such as the Katlian Street zoning. This will facilitate transmission of knowledge regarding past City planning (&/or lack thereof) for future Planners and Commissioners. Planning Director Williams observed retirement is not that far off, and knowledge imparted during the work sessions are parting gifts. At each work session a few topics will be discussed in depth, with other topics and issues identified.

Ground rules for the work sessions:

1. open-ended discussion among Commissioners with no public comment;
2. limited to 45 minutes at the end of the meeting;
3. simple solution(s) can be proposed;
4. does not require additional staff time.

Topics brainstormed for discussion in the workshop format:

1. Katlian Street zoning
2. Parking Requirements
3. Trailers/Mobile Home Codes
4. Junk Yards
5. Enforcement
6. Variances

Work sessions will follow the Planning Director's report.

PUBLIC BUSINESS FROM THE FLOOR: None.

Chair Parmelee informed Commissioners he will be absent from the December 3, 2013 meeting.

Vice Chair Spivey will preside at the next meeting, December 3, 2013.

ADJOURNMENT

MOTION: M/S Windsor/Westover to adjourn at 8:55pm.

ACTION: Motion PASSED unanimously on a voice vote.

Richard Parmelee, Chair

Gail Johansen Peterson, Contract Secretary



Legislation Details

File #: ORD 14-02 Version: 1 Name:

Type: Ordinance Status: SECOND READING

File created: 1/7/2014 In control: City and Borough Assembly

On agenda: 1/28/2014 Final action:

Title: Amending Sitka General Code at Chapter 9.20 entitled "Smoking in Public Places and Places of Employment" to modify Section 9.20.035 regarding prohibition of children in places where smoking is permitted

Sponsors:

Indexes:

Code sections:

Attachments: [Ord 14-02](#)

Date	Ver.	Action By	Action	Result
1/14/2014	1	City and Borough Assembly		

POSSIBLE MOTION

I MOVE TO approve Ordinance 2014-02 on
second and final reading.

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2014-02

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA AMENDING SITKA
GENERAL CODE AT CHAPTER 9.20 ENTITLED "SMOKING IN PUBLIC PLACES AND
PLACES OF EMPLOYMENT" TO MODIFY SECTION 9.20.035 REGARDING
PROHIBITION OF CHILDREN IN PLACES WHERE SMOKING IS PERMITTED

1. **CLASSIFICATION.** This ordinance is of a permanent nature and is intended to become a part of the Sitka General Code ("SGC").

2. **SEVERABILITY.** If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of this ordinance and application to any person or circumstance shall not be affected.

3. **PURPOSE.** This ordinance is to modify SGC 9.20.035 entitled "Declaration of establishment as nonsmoking – Prohibition of children in places of employment where smoking is permitted" by prohibiting children under the age of 18 to be permitted in any place where smoking is permitted. This ordinance also clarifies presence of children in a club or bar where smoking is allowed.

4. **NOW, THEREFORE, BE IT ENACTED** by the Assembly of the City and Borough of Sitka that SGC 9.20.035 is amended as follows (new language underlined; deleted language stricken):

9.20.035 Declaration of establishment as nonsmoking—Prohibition of children in places of employment where smoking is permitted.

Notwithstanding any other provision of this chapter, an owner, operator, manager, or other person in control of an establishment, facility, or outdoor area may declare that entire establishment, facility, or outdoor area as a nonsmoking place. Smoking shall be prohibited in any place in which a sign conforming to the requirements of Section 9.20.040 is posted. Children under the age of eighteen shall not be permitted in any place of employment under 9.20.020, or club or bar where smoking is allowed under Section 9.20.030G. and H. Furthermore, no cessation of smoking within the smoking facility shall render this section inapplicable unless such facility permanently deems and declares themselves to be a non-smoking facility. Once the declaration of an establishment, facility, or outdoor area as smoking has been made under this section, it shall not be changed for temporary or special functions.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 28th day of January, 2014.

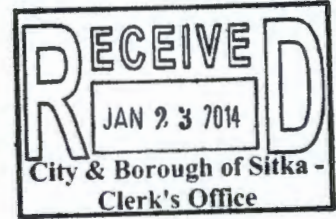
Mim McConnell, Mayor

ATTEST:

Sara Peterson, CMC
Acting Municipal Clerk

Colleen Ingman

Subject: FW: To whom it may concern



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

From: Margaret Peterson [<mailto:margaretp66@yahoo.com>]

Sent: Wednesday, January 22, 2014 9:21 PM

To: Mim McConnell; Matthew Hunter; Phyllis Hackett; Pete Esquiro; Mike Reif; Benjamin Miyasato; Aaron Swanson; Mark Gorman

Subject: To whom it may concern

Assembly members,

It has come to my attention that someone has put a request to revise the smoking ordinance. The American Legion, Sons of the Legion and American Legion Auxiliary ask that you vote against this amendment or put it up for a vote with the public.

The reason we ask this, is because we are a smoking private club and over the christmas holiday, we apparently made someone mad. The person doing this request called us up Friday, 2 days before our party; called at 4pm threatening to call the police and have us shut down if we had the party. She gave a fake name, misrepresented herself, said she was a city official and if we had the party, than she was changing the ordinance. We do not appreciate her being rude to our bartender, whom she yelled at and threatened.

It is not our intention to make anyone mad or to hurt anyone. That is why; when we have any occasions here, we take time to completely air the place out along with spraying air fresheners to smoke eaters running all night. We DID NOT let anyone smoke in there at all, we announced that the bar was closed and had signs of no smoking. We even had a curtain over the bar area, to cover the liquor bottle. The children could not see the bottles or pull tab bins. By the time of the party, you could not tell we smoked in there. We had a grandma that has asthma that it did not even bother her. We had another grandma that uses an oxygen tank. Did not bother her.

We had 80 children signed up for our party and 74 came with their family. We fed them turkey and ham with all the works for a wonderful christmas dinner with plenty for people to take home. The children got to see santa and get a present with a candy bag. The children all got a brand new jacket and decorated their pictures with santa and decorated cookies.

We also have memorials for families that have lost a loved one who has served for our country. We are available for funerals as well. The bar is closed and aired out completely when we have these occasions.

It is not our intentions to put anyone in danger of any kind. Therefore, we believe the smoking ordinance is fine the way it. So we are asking you to vote against this. Thank you.

Respectfully yours,

The American Legion, Sons of the Legion and American Legion Auxiliary



Legislation Details

File #: ORD 14-03 Version: 1 Name:

Type: Ordinance Status: AGENDA READY

File created: 1/22/2014 In control: City and Borough Assembly

On agenda: 1/28/2014 Final action:

Title: Amending Sitka General Code Sections 3.16.030 entitled "Open Market Procedures" and 3.16.060 entitled "Exceptions to Competitive Bidding Requirements"

Sponsors:

Indexes:

Code sections:

Attachments: [Ord 14-03 REVISED](#)

Date	Ver.	Action By	Action	Result
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POSSIBLE MOTION

I MOVE TO approve Ordinance 2014-03 on first reading.

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2014-03

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA AMENDING SITKA
GENERAL CODE SECTIONS 3.16.030 ENTITLED "OPEN MARKET PROCEDURES"
AND 3.16.060 ENTITLED "EXCEPTIONS TO COMPETITIVE BIDDING
REQUIREMENTS"

1. **CLASSIFICATION.** This ordinance is of a permanent nature and is intended to become a part of the Procurement Policies and Procedures. This ordinance is intended to become a part of the Sitka General Code ("SGC").

2. **SEVERABILITY.** If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of this ordinance and application to any person or circumstances shall not be affected.

3. **PURPOSE.** It is the intent of the City and Borough of Sitka Assembly to promote local procurement of goods and services whenever practical and in the best interest of the municipality. This ordinance aims to allow that approach.

4. **ENACTMENT.** NOW, THEREFORE, BE IT ENACTED by the Assembly of the City and Borough of Sitka that SGC Sections 3.16.030 and 3.16.060 are amended to read as follows:

CHAPTER 3.16
PROCUREMENT POLICY

* * *

3.16.030 Open market procedures.

* * *

C. All purchases less than twenty-five thousand dollars shall be made on the open market with such competition as is reasonable and practical in the circumstances as long as by doing so, does not interfere with the ability of CBS to receive grants and other funding sources. It is the City and Borough of Sitka's intent to promote local purchases whenever the availability, quality, price and delivery is:

1. Within a 4% advantage to what is available outside the municipality for purchases under \$2,500; and

2. Within a 2% advantage to what is available outside the municipality for purchases over \$2,501.

The City and Borough of Sitka will establish a Vendor E-BACK list of registered local vendors and addresses for all purchases or contracts that fall within this section. All vendors

47 on the E-BACK list will be electronically notified and requested to submit their bid in the
48 same manner.

49
50
51 ***

52 **3.16.060 Exceptions to competitive bidding requirements.**
53 Unless otherwise authorized by law, all procurement actions shall be by competitive bidding.
54 The following is a list of authorized exceptions describing situations in which competitive
55 bidding is not practicable:

56
57 * * *
58 B. Small procurement, below two hundred fifty ~~ten thousand~~ dollars.

59
60 * * *
61

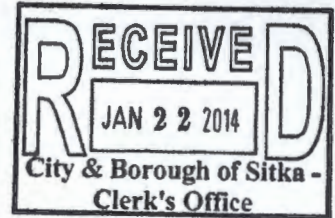
62 5. **EFFECTIVE DATE.** This ordinance shall become effective the day after the
63 date of its passage.

64
65 **PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and Borough of
66 Sitka, Alaska this 11th day of February, 2014.

67
68
69 _____
Mim McConnell, Mayor

70 ATTEST:
71 _____
72 Colleen Ingman, MMC
73 Municipal Clerk

74



GREATER SITKA CHAMBER OF COMMERCE BOARD OF DIRECTORS

RESOLUTION 2014-01

IN SUPPORT OF THE CITY AND BOROUGH OF SITKA PURCHASING GOODS AND SERVICES LOCALLY

WHEREAS, the Board of Directors ("Board") of the Greater Sitka Chamber of Commerce has a responsibility to its members; and

WHEREAS, the Greater Sitka Chamber of Commerce's mission is to promote, support, and facilitate commerce and economic growth in the community; and

WHEREAS, the Greater Sitka Chamber of Commerce recognizes the substantial benefit of shopping local to Sitka's economy; and

WHEREAS, the City and Borough of Sitka has a need to make purchases to operate; and

WHEREAS, the City and Borough of Sitka should support local businesses by shopping locally when possible.

NOW THEREFORE BE IT RESOLVED that the Greater Sitka Chamber of Commerce does hereby request the City and Borough of Sitka determine a policy for all purchases that allow local businesses the opportunity to provide the products and/or services needed; and

BE IT FURTHER RESOLVED that the Greater Sitka Chamber of Commerce does hereby request all businesses to stand behind the proposed ordinance requiring the City and Borough of Sitka to purchase goods and services locally, when possible; and

BE IT FURTHER RESOLVED that this resolution shall be effective immediately; and

BE IT FINALLY RESOLVED that the officers and agents of the Greater Sitka Chamber of Commerce be and are hereby authorized to take all action necessary to effect the foregoing resolution.

CERTIFICATION

I hereby certify that the foregoing resolution was adopted by the Greater Sitka Chamber of Commerce in accordance with its organic documents at a Meeting of the Sitka Chamber of Commerce held on MONTH XX, XXXX and said resolution appears in the record of said Meeting as set forth above. Dated this XX day of MONTH, XXXX.

Ptarmica McConnell, President

Jennifer Robinson, Executive Director



Legislation Details

File #: 14-019 Version: 1 Name:

Type: Item Status: AGENDA READY

File created: 1/22/2014 In control: City and Borough Assembly

On agenda: 1/28/2014 Final action:

Title: Request the Sitka Convention and Visitors Bureau form a planning committee for the one-off cruise ships scheduled in May

Sponsors:

Indexes:

Code sections:

Attachments: [Planning committee cruise ships](#)

Date	Ver.	Action By	Action	Result
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POSSIBLE MOTION

I MOVE TO request the Sitka Convention and Visitors Bureau form a planning committee for the one-off cruise ships scheduled in May.

Note: This was an item mentioned at the Assembly's strategic planning session on January 20, 2014.

Arriving at Old Sitka Dock:

May 15 – Norwegian Pearl

May 27 – Disney Wonder



Legislation Details

File #: 14-016 Version: 1 Name:

Type: Item Status: AGENDA READY

File created: 1/22/2014 In control: City and Borough Assembly

On agenda: 1/28/2014 Final action:

Title: BOA: Approval of a conditional use permit for metal welding and fabrication at 115 Harvest Way Unit #3 filed by Brian Schauwecker

Sponsors:

Indexes:

Code sections:

Attachments: [Motion BOA Schauwecker](#)
[BOA Hearing Outline](#)
[Cond Use information Schauwecker](#)

Date	Ver.	Action By	Action	Result
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Step 1.
CONVENE

I move to convene as the Board of Adjustment

Step 2.

I MOVE TO approve a Conditional Use permit filed by Brian Schauwecker for metal welding and fabrication at 115 Harvest Way Unit #3 and further, adopt the conditions and findings as recommended by the Planning Commission and request that they are listed in their entirety as they appear attached hereto as part of the official record.

Go to Step 3. Next

Conditions

1. The project shall be completed in conformance with the plans submitted in the conditional use permit application to the Planning Commission;
2. In addition, prior to the activation of the conditional use permit, the Planning Director shall indicate, in writing, that all permits have been received that the municipality considers necessary;
3. The applicant recognizes that other permits, not specifically mentioned by the municipality, may be required;
4. The applicant shall provide a narrative on the status of operations nine months after the activation of the conditional use permit;
5. The Planning Commission has an annual review of the first nine to twelve months of operation of the facility within one year of the activation of the conditional use permit. The purpose of the annual review is to determine what, if any impacts of operation, need to be mitigated. The Planning Commission, by its own motion, may undertake a second annual review if the board considers it to be necessary and;
6. The Assembly, at its discretion, may complete an annual review if any issues are not satisfactorily resolved at the Planning Commission level.
7. Hours of operation limited to 8 am to 9 pm.
8. All materials and work must be kept inside the unit.
9. New site plan, showing exhaust being rerouted to front of building, must be submitted prior to Assembly review.

Required Findings

1. The Planning Commission finds that the proposed conditional use permit will not:
 - a. Be detrimental to the public health, safety, and general welfare;
 - b. Adversely affect the established character of the surrounding vicinity; nor

- c. Be injurious to the uses, property, or improvements 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. Specifically Sections 2.5.2 of the Comprehensive Plan, To encourage commercial and industrial developments of a quality that does not adversely impact any adjacent recreational and residential areas;
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced. Specifically the 9 conditions added to the conditional use permit;
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 met the burden of proof;

The requests supported by general approval criteria as follows:

1. Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;
2. Utilities and service requirements of the proposed use, including sewers, storm drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public utilities in establishing conditions under which the conditional use may be permitted;
3. Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;
4. Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements
5. Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts, specifically the limitation on outside storage;

1. The following criteria in Determining Impacts of Conditional Uses have been considered:

- a. Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses;
- b. Amount of noise to be generated and its impacts on surrounding land uses;
- c. Odors to be generated by the use and their impacts;
- d. Hours of operation;
- e. Location along a major or collector street;
- f. Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario;
- g. Effects on vehicular and pedestrian safety;
- h. Ability of the police, fire, and EMS personnel to respond to emergency calls on the site;
- i. Logic of the internal traffic layout;
- j. Effects of signage on nearby uses;
- k. Presence of existing or proposed buffers on the site or immediately adjacent the site;

- l. Relationship if the proposed conditional use is in a specific location to the goals, policies, and objectives of the comprehensive plan;
- m. Other criteria that surface through public comments or planning commission assembly review.

Step 3.

SGC: 22.30.180 Procedures for Public Hearing

- A. Staff Presentation.** *Members may ask questions of the staff.*
- B. Applicant presentation.** *Members may ask questions of the applicant.*
- C. Testimony or comments by the public.** *Need to be germane to the matter*
- D. Rebuttal, response or clarifying statement by staff and the applicant.**
- E. Deliberation by the Board.** *Also known as the evidentiary portion of the public hearing and is closed.*

Step 4.

VOTE on any amendments and/or main motion

Step 5.

RECONVENE

I MOVE TO RECONVENE AS THE ASSEMBLY IN REGULAR SESSION

BOA – HEARING OUTLINE
Conditional Use Permit

- I. **Board of Adjustment** (BOA) - Assembly (*SGC 22.30.060A*)
- A. Quasi-judicial – avoid *ex parte* contacts
 - B. Authority to approve or deny conditional use permits -*SGC 22.30.060A*¹
 - C. Assembly’s Other Options - *SGC 22.30.170B.1*²
 - 1. Approve Planning Comm’n recommendation
 - 2. Approve with additional conditions
 - 3. Modify with or without applicant’s consent (some limitations)
 - 4. Deny application
 - 5. Remand –
 - a. Issues not covered
 - b. Procedural due process problems (new pertinent evidence)
- II. **Review Criteria**
- A. Assembly reviews Planning Comm’n recommended decision regarding conditional use permit applications – *SGC 22.30.050F*³

¹ *SGC 22.30.060 Board of adjustment.*

The assembly of the city and borough shall function as the board of adjustment with the authority to:

- A. *Approve or deny conditional use permits.*

* * *

² *SGC 22.30.170 Assembly actions.* (emphasis added)

* * *

B. *Decisions. The assembly shall make its decision by motion or ordinance as appropriate.*

1. An assembly decision on a planning commission recommendation or following a public hearing shall include one of the following actions:

a. Approve as recommended.

b. Approve with additional conditions.

c. Modify, with or without the applicant’s concurrence; provided, that the modifications do not:

i. Enlarge the area or scope of the project.

ii. Increase the density or proposed building size.

iii. Significantly increase adverse environmental impacts as determined by the responsible official.

d. Deny (reapplication or resubmittal is permitted).

e. Deny with prejudice (reapplication or resubmittal is not allowed for one year).

f. Remand for further proceedings.

³ *SGC 22.30.050 Planning commission.*

The planning commission shall be constituted in accordance with Chapter 2.18 of this code and the Sitka Home Rule Charter and shall have the responsibility of reviewing and acting on the following:

* * *

B. Planning Comm'n decision and recommendation in this case regarding conditional use permit applications subject to Assembly review

C. Nature of the review by Assembly – review recommended Findings of Fact and General Approval Criteria Considerations and proposed conditions made by Planning Commission regarding each conditional use permit application

1. **FF criteria– All criteria must be met (SGC 22.30.160C)**
 - a. Not detrimental to public health, safety, general welfare;
 - b. Not adversely affect established character of surrounding vicinity;
 - c. Not injurious to uses, property or improvements adjacent to or in vicinity;
 - d. Not inconsistent with Comprehensive Plan;
 - e. Conditions to lessen impacts are monitorable & enforceable
 - f. No hazardous conditions that cannot be mitigated regarding adjacent & vicinity properties ; and
 - g. Not adversely affect public facilities & services, or imposed conditions mitigate impact.

2. **General Approval Criteria Considerations (SGC 22.20.160C)**
 - a. Effects of the conditional use on site (topography, slope and soil stability) and geophysical hazards (flooding, surface and subsurface drainage, water quality);
 - b. Utilities and service requirements (sewers, storm drainage, water, fire protection, access and electrical power);
 - c. Lot or tract characteristics (lot size, yard requirements, lot coverage and height of structures);
 - d. Use characteristics that affect adjacent uses and districts (operating hours; number of persons, traffic, parking and loading, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements); and
 - e. Community appearance (landscaping, fencing, screening).

3. **Proposed Conditions**

F. Recommendations on conditional use permit applications.

4. SGC 22.30.160C – Planning Comm’n decision requirements⁴

⁴ SGC 22.30.160 *Planning commission review and recommendation.* (emphasis added)

Planning commission decision and action authority is defined in Section 22.30.050.

* * *

C. *Required Findings for Conditional Use Permits. The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:*

1. *The city may use design standards and other elements in this code to modify the proposal. A conditional use permit may be approved only if all of the following findings can be made regarding the proposal and are supported by the record that the granting of the proposed conditional use permit will not:*

- a. *Be detrimental to the public health, safety, and general welfare;*
- b. *Adversely affect the established character of the surrounding vicinity; nor*
- c. *Be injurious to the uses, property, or improvements 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.*

The city may approve, approve with conditions, modify, modify with conditions, or deny the conditional use permit. *The city may reduce or modify bulk requirements, off-street parking requirements, and use design standards to lessen impacts, as a condition of the granting of the conditional use permit. In considering the granting of a conditional use, the assembly and planning commission shall satisfy themselves that the general criteria set forth for uses specified in this chapter will be met.* *The city may consider any or all criteria listed and may base conditions or safeguards upon them.* *The assembly and planning commission may require the applicant to submit whatever reasonable evidence may be needed to protect the public interest. The general approval criteria are as follows:*

1. *Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;*

2. *Utilities and service requirements of the proposed use, including sewers, storm drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public utilities in establishing conditions under which the conditional use may be permitted;*

3. *Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;*

4. *Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking*

III. BOA Procedure

A. Packet Review

1. Planning Comm'n FF and motions
2. Planning Comm'n minutes
3. Planning Comm'n record (written submissions)

B. Hearing (SGC 22.30.180)⁵

1. Follow Assembly procedures
2. Order
 - a. Staff
 - b. Applicant
 - c. Public
 - d. Rebuttal
 - i. Staff
 - ii. Applicant
 - e. Close evidentiary hearing – Deliberate
 - f. Make Findings of Fact & Decision
 - i. Planning Comm'n recommended Findings of Fact and conditions
 - ii. Modify FF and conditions (use *SGC 22.30.160C* criteria)

C. Burden of proof on Applicant (SGC 22.30.160C.6)⁶

and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements;

5. *Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts.*

⁵ *SGC 22.30.180 Procedures for public hearings.* (emphasis added)

Public hearings shall be conducted in accordance with the hearing body's rules of procedure and shall serve to create or supplement an evidentiary record upon which the body will base its decision. The chair shall open the public hearing and, in general, observe the following sequence of events:

- A. Staff presentation, including submittal of any administrative reports. Members of the hearing body may ask questions of the staff.
- B. Applicant presentation, including submittal of any materials. Members of the hearing body may ask questions of the applicant.
- C. Testimony or comments by the public germane to the matter. Questions directed to the staff or the applicant shall be posed by the chair at its discretion.
- D. Rebuttal, response or clarifying statements by the staff and the applicant.
- E. The evidentiary portion of the public hearing shall be closed and the hearing body shall deliberate on the matter before it.

⁶ *SGC 22.30.160 Planning commission review and recommendation.* (emphasis added)

D. Assembly Options – See Section I.B above

IV. Actions after Assembly Decision

A. Remand - SGC 22.30.200⁷

B. Reconsideration - SGC 22.30.190⁸

C. Judicial Appeal (Superior Court – Sitka) - SGC 22.30240A⁹

C. *Required Findings for Conditional Use Permits. The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:*

* * *

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.*

⁷ SGC 22.30.200 *Remand.*

In the event the assembly determines that the public hearing record or record on appeal is insufficient or otherwise flawed, the assembly may remand the matter back to the hearing body. The assembly shall specify the items or issues to be considered and the time frame for completing the additional work. The assembly may hold a public hearing on a closed record appeal only for the limited purposes identified in the remand.

⁸ SGC 22.30.190 *Reconsideration.*

A party to a public hearing or closed record appeal may seek reconsideration only of a final decision by filing a written request for reconsideration with the administrator within fourteen calendar days of the oral announcement of the final decision. The assembly shall consider the request at its next regularly scheduled meeting. If the request is denied, the previous action shall become final. If the request is granted, the assembly body may immediately revise and reissue its decision or may call for argument in accordance with the procedures for closed record appeals.

⁹ SGC 22.30.240 *Judicial appeal.*

A. *Appeals from the final decision of the assembly, or other city board or body involving Title 21 SGC, and for which all other appeals specifically authorized have been timely exhausted, shall be made to superior court within thirty days of the date the decision or action became final, unless another time period is established by state law or local ordinance.*

* * *

MEMORANDUM

To: Mark Gorman, Municipal Administrator
Mayor McConnell and Members of the Assembly

From: Maegan Bosak, Planner I *MB*

Subject: Conditional Use Permit approval for Metal Welding and Fabricating

Date: January 20, 2014

The Sitka Planning Commission is unanimously recommending approval, with conditions, of a conditional use permit for metal welding and fabrication at 115 Harvest Way Unit #3, filed by Brian Schauwecker. The property is owned by 115 Harvest Way, LLC. The Board's recommendation followed a public hearing on December 3rd, 2013.

The applicant is requesting a conditional use permit in order to run a welding shop, Brian's Welding and Fabrication. Schauwecker currently rents Unit #3 in the 115 Harvest Way building. Other units in the building are used for office space, storage, automobile mechanic/repair shop, etc.

The C-2 zone is defined as a general commercial district with permitted uses including manufactured homes. In this area, there is a mix of commercial uses and condominiums/apartments. Fabricated metal products is a conditional use in the C-1 and C-2 zones but permitted in the WD Waterfront and I Industrial. Surrounding areas are zoned R-2, C-1 and Industrial.

There was no public comment received on the proposal.

The Planning Commission discussed possible noise, fumes and safety with the applicant. The applicant agreed to re route the exhaust to the front of the shop, rather than the rear, due to a request from a Commissioner in response to a call received by the next door residents.

The Planning Commission's recommendation includes the conditions below and follow up findings. The conditions also require a follow up annual review by the Planning Commission.

Conditions:

1. The project shall be completed in conformance with the plans submitted in the conditional use permit application to the Planning Commission;

2. In addition, prior to the activation of the conditional use permit, the Planning Director shall indicate, in writing, that all permits have been received that the municipality considers necessary;
3. The applicant recognizes that other permits, not specifically mentioned by the municipality, may be required;
4. The applicant shall provide a narrative on the status of operations nine months after the activation of the conditional use permit;
5. The Planning Commission has an annual review of the first nine to twelve months of operation of the facility within one year of the activation of the conditional use permit. The purpose of the annual review is to determine what, if any impacts of operation, need to be mitigated. The Planning Commission, by its own motion, may undertake a second annual review if the board considers it to be necessary and;
6. The Assembly, at its discretion, may complete an annual review if any issues are not satisfactorily resolved at the Planning Commission level.
7. Hours of operation limited to 8 am to 9 pm.
8. All materials and work must be kept inside the unit.
9. New site plan, showing exhaust being rerouted to front of building, must be submitted prior to Assembly review.

RECOMMENDED ACTION: Approve the request with the conditions and findings recommended by the Planning Commission.

Findings:

Required Findings for Conditional Use Permits

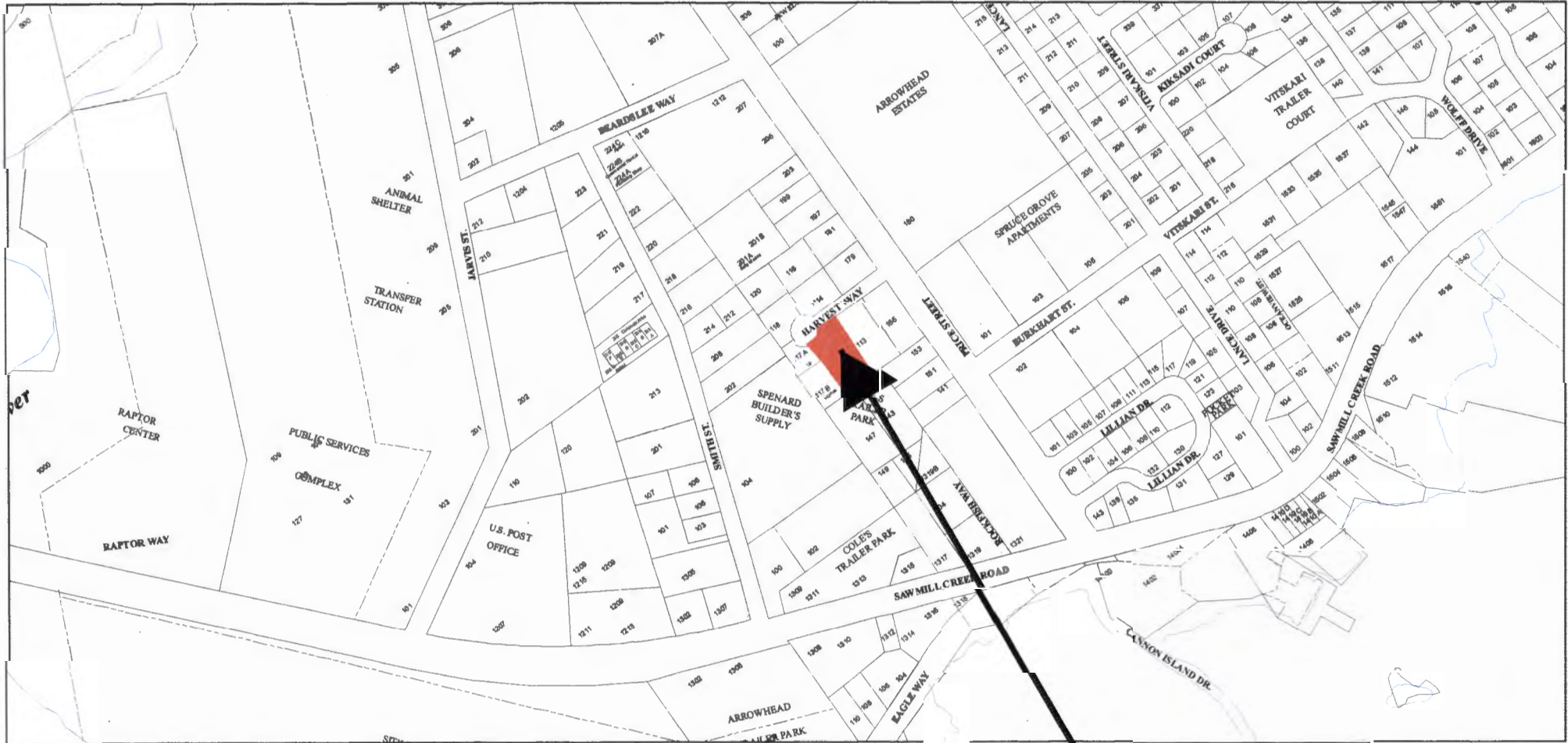
1. The Planning Commission finds that the proposed conditional use permit will not:
 - a. Be detrimental to the public health, safety, and general welfare;
 - b. Adversely affect the established character of the surrounding vicinity; nor
 - c. Be injurious to the uses, property, or improvements adjacent 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. Specifically Sections 2.5.2 of the Comprehensive Plan, To encourage commercial and industrial developments of a quality that does not adversely impact any adjacent recreational and residential areas;
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced. Specifically the 9 conditions added to the conditional use permit;
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 met the burden of proof;

The requests supported by general approval criteria as follows:

1. Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;
2. Utilities and service requirements of the proposed use, including sewers, storm drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public utilities in establishing conditions under which the conditional use may be permitted;
3. Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;
4. Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements
5. Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts, specifically the limitation on outside storage;

The following criteria in Determining Impacts of Conditional Uses have been considered:

- a. Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses;
- b. Amount of noise to be generated and its impacts on surrounding land uses;
- c. Odors to be generated by the use and their impacts;
- d. Hours of operation;
- e. Location along a major or collector street;
- f. Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario;
- g. Effects on vehicular and pedestrian safety;
- h. Ability of the police, fire, and EMS personnel to respond to emergency calls on the site;
- i. Logic of the internal traffic layout;
- j. Effects of signage on nearby uses;
- k. Presence of existing or proposed buffers on the site or immediately adjacent the site;
- l. Relationship if the proposed conditional use is in a specific location to the goals, policies, and objectives of the comprehensive plan;
- m. Other criteria that surface through public comments or planning commission assembly review.



Schauwecker
Conditional Use Permit
115 Harvest Way #3



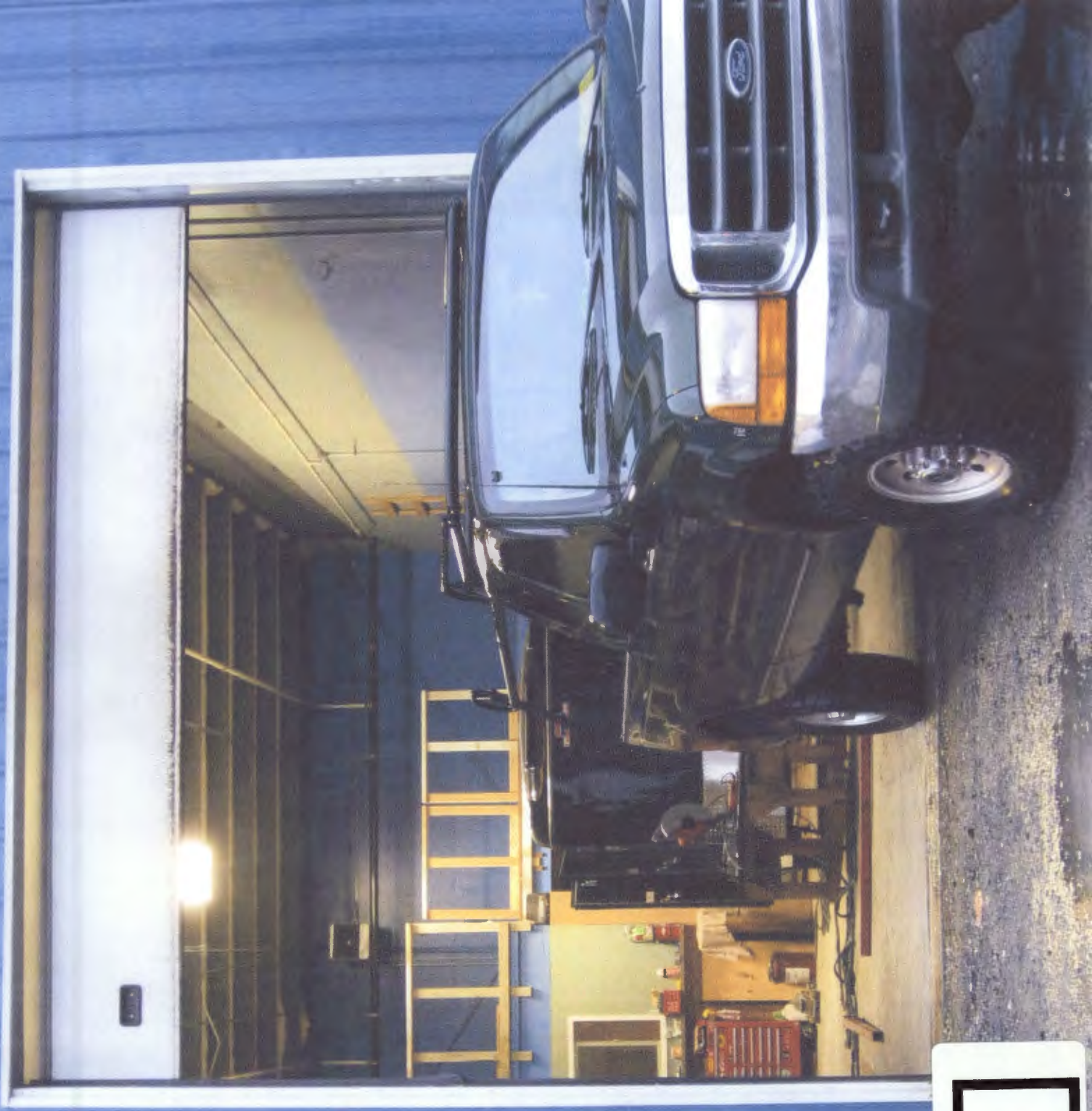
Schauwecker
Conditional Use Permit
115 Harvest Way #3



Unit #3



Schauwecker
Conditional Use Permit
115 Harvest Way #3

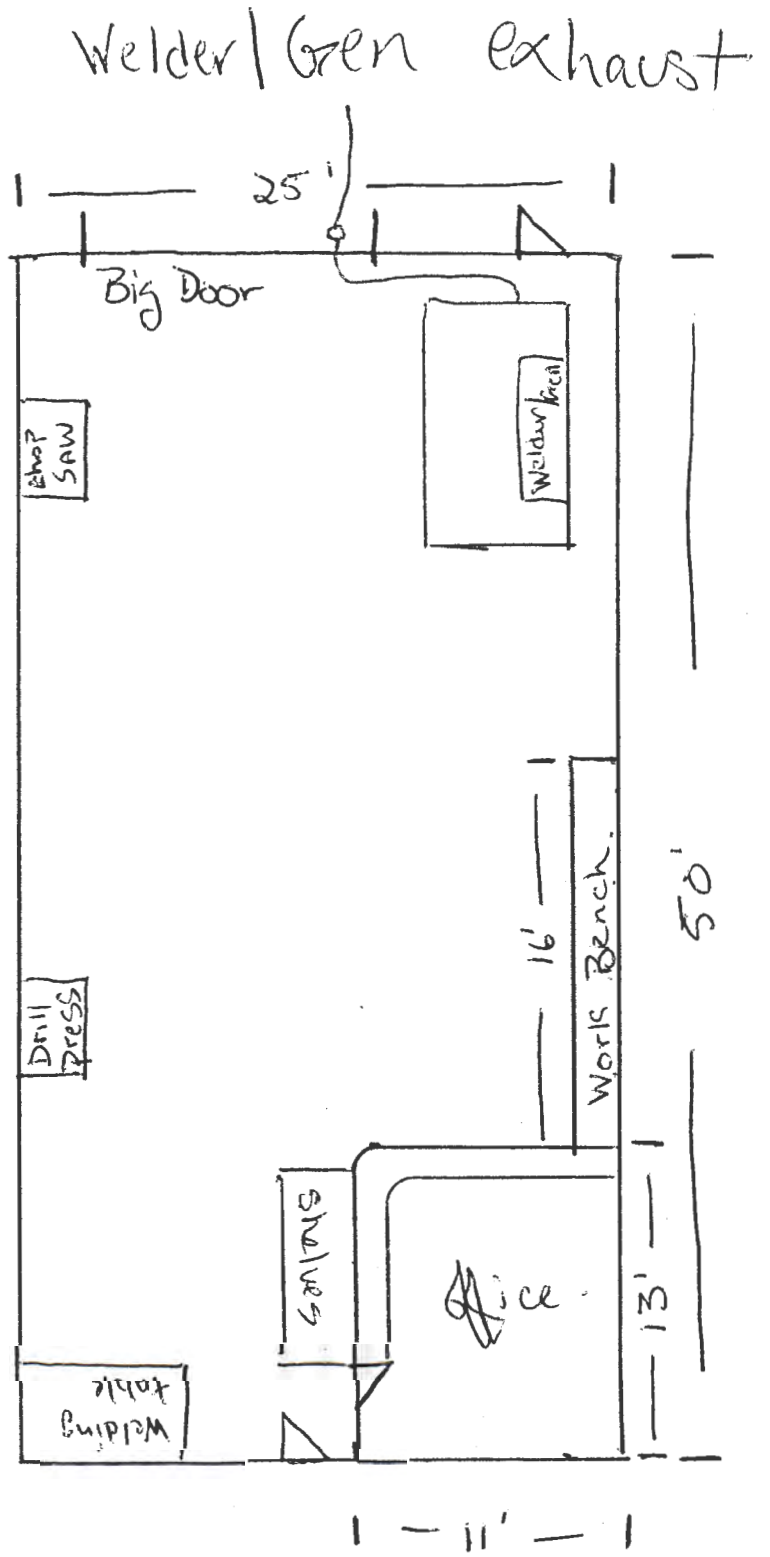


Schauwecker
Conditional Use Permit
115 Harvest Way #3

Brian's Welding & Fab Shop Layout.

723-6227
CELL

Front.



Back

RECEIVED
12/11/13

CITY AND BOROUGH OF SITKA
PLANNING DEPARTMENT
CONDITIONAL USE PERMIT APPLICATION

Conditional Use Permit FEE \$100.00
plus current city sales tax

APPLICANT'S NAME: Brian Schauwecker
PHONE NUMBER: (907) 747-8704
MAILING ADDRESS: 1310 Edgcomb Dr.

OWNER'S NAME: 115 Harvest Way, LLC.
(If different from applicant)
PHONE NUMBER: _____
MAILING ADDRESS: _____

PROJECT ADDRESS: 115 Harvest way Unit #3
LEGAL DESCRIPTION Lot: _____ Block: _____
Subdivision: _____
U.S. Survey: _____ Zoning Classification: C-2

List specific request: To weld & fabricate with metal

State all reasons for justifying request: This is the main purpose for my business. To have the ability to make money using a skill I have become proficient at.

List all features and details of request: I have a generator and power tools, such as grinders, saws, these make a lot of noise.

State the schedule and timing of request: As soon as possible

Please attach drawings, maps, and additional narrative as appropriate.

The applicant must verify, to the satisfaction of the Public Works Department, that utility lines and services are not under proposed structures.

In applying for and signing this application, the property owner hereby grants permission to Municipal staff to access the property before and after Planning Commission's review for the purposes of inspecting the proposed and/or approved structures.

SIGNATURE OF APPLICANT: Brian Acl Date: 11/12/13
SIGNATURE OF OWNER: _____ Date: _____
(If different from the applicant)

Approval will be based on plan:
or approved by the Planning Commis

Schauwecker
Conditional Use Permit
115 Harvest Way #3



City and Borough of Sitka

100 Lincoln Street Sitka, Alaska 99835

Coast Guard City, USA

Notice of Public Hearings

The Assembly of the City and Borough of Sitka will hold a public hearing during a regular meeting scheduled Tuesday, January 28, 2014 on the following items:

Public hearing and consideration of a zoning map amendment by Scott Saline at 424 Katlian Avenue. The request is to rezone the parcel from R-1 Residential to WD Waterfront. The zoning would expand the waterfront district on the channel side of Katlian Avenue across to the upland side of the road. The property is also know as Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village.

Public hearing and consideration of a conditional use permit for metal welding and fabricating shop at 115 Harvest Way Unit #3. The request is filed by Brian Schauwecker. The property is also known as Lot 1, Harvest Way Subdivision. The owner of record is 115 Harvest Way, LLC.

Please see the hearing description on back of page. The Assembly may take action on January 28, 2013.

The Assembly meeting will begin at 6:00 pm in Harrigan Centennial Hall at 330 Harbor Drive in Sitka.

Interested residents are encouraged to make comments during the meeting and written comments can be submitted to the Municipal Clerk at 100 Lincoln Street.

Zoning map amendment at 424 Katlian Avenue:

The applicant is requesting a zoning map amendment to change the zoning from R-1 Residential to WD Waterfront. R-1 Residential is intended primarily for single-family and duplex homes while WD Waterfront is for commerce, tourism, commercial or industrial enterprises which derive a major economic or social benefit from a waterfront location.

While the Waterfront zoning is open to a variety of uses, this lot is limited due to the small size.

The applicant has expressed that the intent of the parcel is for two parking spaces servicing his future restaurant at 417 Katlian Avenue.

Conditional use permit at 115 Harvest Way Unit #3:

The applicant is requesting a conditional use permit for metal welding and fabrication at 115 Harvest Way Unit#3. This would allow the applicant to conduct the industrial/commercial business within the large bay.

The Business will be limited to the hours of 8 am to 9pm and required to have an annual review.

The C-2 General Commercial Mobile Home District is described by code as intended for those areas surrounding major intersections where personal services, convenience goods and auto-related service facilities are desirable and appropriate land uses. All provisions of the C-1 district apply to the C-2 district and permitted uses also include manufactured homes.

SITKA HOUSE BUSINESS ORGANIZATION SITKA HOUSE BUSINESS ORGANIZATION 319 SEWARD ST, #B SITKA AK 99835	HANSEN & HANSEN ENTERPRISE, LLC HANSEN & HANSEN ENTERPRISE, LLC 201 PRICE ST. SITKA AK 99835	AK PRESERVATION SAWMILL LTD PRTNSHP ATTN: GREGORY DUNFIELD AK PRESERVATION SAWMILL LTD PARTNERSHIP 1100 DEXTER AVE NORTH, STE 100 SEATTLE WA 98109
RONALD/KARI HANDERSON/LUNDGREN HANDERSON, RONALD & LUNDGREN, KARI 2702 SAWMILL CREEK RD SITKA AK 99835	TOM/ANITA MATTINGLY/BERGEY MATTINGLY, TOM/BERGEY, ANITA P.O. BOX 624 SITKA AK 99835	EAGLE BAY INN, LLC EAGLE BAY INN, LLC P.O. BOX 740301 NEW ORLEANS LA 70174
DENNIS SMITH SMITH, DENNIS, R. P.O. BOX 2083 SITKA AK 99835	115 HARVEST WAY, LLC 115 HARVEST WAY, LLC P.O. BOX 1401 SITKA AK 99835	MICHAEL DAVIDSON DAVIDSON, MICHAEL P.O. BOX 497 SITKA AK 99835
CHARLES/THERESA OLSON/ALLEN-OLSON OLSON, CHARLES/ALLEN-OLSON, THERESA 3009 HALIBUT POINT RD. SITKA AK 99835	HARVEST WAY CONDOS PHASE III PARENT PARCAL BLDG 118 HARVEST WAY CONDOS PHASE III 118 HARVEST WAY SITKA AK 99835	GARY/DEBRA SMITH SMITH, GARY, L./DEBRA, J. 151 PRICE ST., #A SITKA AK 99835
SMITH RENTALS, LLC SMITH RENTALS, LLC P.O. BOX 2083 SITKA AK 99835	P&L/R&M JONES/WHITE LIVING TRUST % JONES JONES, P.& L./ WHITE, R. & M. 4118 HALIBUT POINT RD SITKA AK 99835	JUSTIN/SHEILA CLARK CLARK, JUSTIN & SHEILA P.O. BOX 1092 SITKA AK 99835
ARMSTRONG, LLC ARMSTRONG, LLC P.O. BOX 1647 SITKA AK 99835	RONDA SCOTT SCOTT, RONDA, C. 120 HARVEST WAY, #A SITKA AK 99835	PHYLLIS ROSE ROSE, PHYLLIS 120-B HARVEST WAY SITKA AK 99835
LILIBETH CARBILLON CARBILLON, LILIBETH 120 HARVEST WAY, APT C SITKA AK 99835	JENNIFER CEDARLEAF CEDARLEAF, JENNIFER P.O. BOX 2574 SITKA AK 99835	RICHARD CURRAN/DODSON-HOLZMAN TRUST CURRAN, RICHARD, J. P.O. BOX 1336 SITKA AK 99835
FRANKLIN/VIRGIN THOMAS THOMAS, FRANKLIN/VIRGINIA 114-A HARVEST WAY SITKA AK 99835	EMILY BARRON BARRON, EMILY, J. 114 HARVEST WAY, #B SITKA AK 99835	RONALD/MARILYN HAUCK HAUCK, RONALD/MARILYN P.O. BOX 1016 SITKA AK 99835
SUMABAT FAMILY TRUST SUMABAT, JOSE/EVELYN 114-D HARVEST WAY SITKA AK 99835	JEAN/LANE/ERIC MYER/QUINTIN MYER, JEAN/QUINTIN,LANE & ERIC 104 SHOTGUN ALLEY SITKA AK 99835	JUSTIN THOMAS THOMAS, JUSTIN, A. 116-A HARVEST WAY SITKA AK 99835
MILDRED JAMES JAMES, MILDRED, A. 6031 SUNSET ST JUNEAU AK 99801	NICOLE/ABELARDO DUCLOS REV. TRUST/HURTADO DUCLOS REV. TRUST/HURTADO, ABELARDO 116 HARVEST WAY, #C SITKA AK 99835	REGINA MICHAEL MICHAEL, REGINA, R. 116-D HARVEST WAY SITKA AK 99835

LN REAL ESTATE, LLC
C/O THOMSON REUTERS
PROBUILD WEST
P.O. BOX 460069
HOUSTON TX 77056

EUGENE/TRUDY PREWITT
PREWITT, EUGENE & TRUDY
P.O. BOX 1001
SITKA AK 99835

NEW ARCHANGEL DANCERS
NEW ARCHANGEL DANCERS
208 SMITH ST
SITKA AK 99835

Assembly Mailing
January 17, 2014

Schauwecker
Conditional Use Permit
115 Harvest Way Unit #3



City and Borough of Sitka

100 Lincoln Street Sitka, Alaska 99835

Coast Guard City, USA

Sitka Planning Commission Agenda

Tuesday, December 3, 2013

Held in Harrigan Centennial Hall

330 Harbor Drive, Sitka, Alaska

7:00pm

- I. CALL TO ORDER AND ROLL CALL
- II. CONSIDERATION OF THE MINUTES FROM November 19, 2013
- III. THE EVENING BUSINESS
 - A. Public hearing and consideration of a concept plat for a minor subdivision at Parcel A South Benchlands off of Kramer Avenue. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Track A14-III, Whitcomb Heights III Subdivision.
 - B. Public hearing and consideration of a concept plat for a minor subdivision at Parcel B South Benchlands off of Kramer Avenue. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Track A13, Whitcomb Heights Subdivision.
 - C. **Public hearing and consideration of a conditional use permit for metal welding and fabricating shop at 115 Harvest Way Unit #3. The request is filed by Brian Schauwecker. The property is also known as Lot 1, Harvest Way Subdivision. The owner of record is 115 Harvest Way, LLC.**
- IV. PLANNING DIRECTOR'S REPORT
- V. PUBLIC BUSINESS FROM THE FLOOR
- VI. ADJOURNMENT

NOTE: Individuals having concerns or comments on any item are encouraged to provide written comments to the Planning Office or make comments at the Planning Commission meeting. Written comments may be dropped off at the Planning Office in City Hall, emailed to maegan@cityofsitka.com, or faxed to (907) 747-6138. Those with questions may call (907) 747-1814.

Publish: November 25, November 27

SITKA HOUSE BUSINESS ORGANIZATION
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319 SEWARD ST, #B
SITKA AK 99835

HANSEN & HANSEN ENTERPRISE, LLC
HANSEN & HANSEN ENTERPRISE, LLC
201 PRICE ST.
SITKA AK 99835

AK PRESERVATION SAWMILL LTD PRTNSHP
ATTN: GREGORY DUNFIELD
AK PRESERVATION SAWMILL LTD
PARTNERSHIP
1100 DEXTER AVE NORTH, STE 100
SEATTLE WA 98109

RONALD/KARI HANDERSON/LUNDGREN
HANDERSON, RONALD & LUNDGREN, KARI
2702 SAWMILL CREEK RD
SITKA AK 99835

TOM/ANITA MATTINGLY/BERGEY
MATTINGLY, TOM/BERGEY, ANITA
P.O. BOX 624
SITKA AK 99835

EAGLE BAY INN, LLC
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P.O. BOX 740301
NEW ORLEANS LA 70174

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SMITH, DENNIS, R.
P.O. BOX 2083
SITKA AK 99835

115 HARVEST WAY, LLC
115 HARVEST WAY, LLC
P.O. BOX 1401
SITKA AK 99835

MICHAEL DAVIDSON
DAVIDSON, MICHAEL
P.O. BOX 497
SITKA AK 99835

CHARLES/THERESA OLSON/ALLEN-OLSON
OLSON, CHARLES/ALLEN-OLSON, THERESA
3009 HALIBUT POINT RD.
SITKA AK 99835

HARVEST WAY CONDOS PHASE III
PARENT PARCAL BLDG 118
HARVEST WAY CONDOS PHASE III
118 HARVEST WAY
SITKA AK 99835

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SMITH, GARY, L./DEBRA, J.
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P&L/R&M JONES/WHITE LIVING TRUST
% JONES
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ROSE, PHYLLIS
120-B HARVEST WAY
SITKA AK 99835

LILIBETH CARBILLON
CARBILLON, LILIBETH
120 HARVEST WAY, APT C
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THOMAS, FRANKLIN/VIRGINIA
114-A HARVEST WAY
SITKA AK 99835

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BARRON, EMILY, J.
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SITKA AK 99835

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MYER, JEAN/QUINTIN,LANE & ERIC
104 SHOTGUN ALLEY
SITKA AK 99835

JUSTIN THOMAS
THOMAS, JUSTIN, A.
116-A HARVEST WAY
SITKA AK 99835

MILDRED JAMES
JAMES, MILDRED, A.
6031 SUNSET ST
JUNEAU AK 99801

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TRUST/HURTADO
DUCLOS REV. TRUST/HURTADO, ABELARDO
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NEW ARCHANGEL DANCERS
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SITKA AK 99835

Planning & Zoning Mailing
November 22, 2013

Schauwecker
Conditional Use Permit
115 Harvest Way #3

**CITY AND BOROUGH OF SITKA
Planning Commission
Minutes of Meeting
December 3, 2013**

Present: Chris Spivey (Acting Chair), Darrell Windsor (Member), Cheryl Westover (Member), Debra Pohlman (Member), Maegan Bosak (Planner I), Wells Williams (Planning Director)

Members of the Public: Stephen Weatherman (Municipal Engineer), Jeremy Twaddle, Todd Fleming, Brian Schauwecker, Shannon Haughland

Chair Spivey called the meeting to order at 7:01 p.m.

Roll Call:

PRESENT: 4 – Westover, Windsor, Spivey, Pohlman

Consideration of the Minutes from the November 19, 2013 meeting:

MOTION: M/S WESTOVER/WINDSOR moved to approve the meeting minutes for November 19, 2013

Pohlman abstains from voting as she was not present at last meeting.

ACTION: Motion **PASSED unanimously 3-0** on a voice vote.

The evening business:

**CONCEPT PLAT MINOR SUBDIVISION
PARCEL A SOUTH BENCHLANDS TRACT A14-III, WHITCOMB HEIGHTS III SUBDIVISION
SOUND DEVELOPMENT, LLC**

Public hearing and consideration of a concept plat for a minor subdivision at Parcel A South Benchlands off of Kramer Avenue. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Tract A14-III, Whitcomb Heights III Subdivision.

Planning Director Williams reviews the case. He suggests that Commissioners consider both Benchland minor subdivisions items as one for discussion purposes for public comment. Williams asks Municipal Engineer Stephen Weatherman if he still recommends that Sound Development, LLC. turn in a completed plan quantifying the water flows through the parcels, as was suggested at the last meeting? Weatherman recommends they complete a drainage plan.

APPLICANT: Jeremy Twaddle, of Sound Development, LLC., steps forward to report to the Commission. Twaddle states nothing has changed, all easement locations remain the same. He and partner, Todd Fleming, are working with Public Works on drainage run off issues. Sound Development, LLC. presented a study done to plan for the flow/drainage throughout the parcels. The previously done USKH 2008 study, models a much larger buildout than what applicant is

presenting. The applicant plans to continue working with Public Works and Municipal Engineer Weatherman to satisfy the requirements.

COMMISSIONER DELIBERATION: Westover asks about concern over trail grade. Twaddle states that the part of the cross trail being realigned will have a grade of approximately 14%. Other areas of cross trail are over 19%. The grade will barely change, mainly just the distance. 125 feet of the trail will be realigned. Access easements on both parcels were graded at 14% to 15%.

Acting Chair Spivey brings up pocket park comment made by Gary Baugher. Twaddle says there is currently a park platted for the Emmons/Cushing Loop and will continue to be included in Parcel D. Baugher's comments were a suggestion and invitation to move the park closer to the cross trail if Sound Development so desired. Twaddle believes he was referencing parking for the trail entrance.

Commissioner Westover asks about existing parking opportunities at the crosstrail entrance and thinks it would work better, or provide more parking spaces, if it was angled parking. Municipal Engineer Weatherman states that Kramer Road is a 50 ft right of way (Actual 80 ft.). There is ample room with 12 foot wide driving lanes and substantial ditching. Parking could be enlarged at a later time with increased funding.

Weatherman also comments on the recommendation suggesting a drainage evaluation for culvert sizing be completed utilizing the new Stormwater Management Plan. New data shows different rainfall as compared to the 2008 USKH study and it needs to be evaluated. Many other communities ask for a drainage studies during the subdivision process. He states that the applicant and Public Works need to know flow rates to adequately prepare the parcels for drainage. Upstream flows could be in line with what was previously reported but a new evaluation should be completed. The 2008 study may not provide best information. Master plan was done this summer with rainfall information. Commissioner Windsor asks if data has changed. Weatherman says he does not know and hasn't had time, due to multiple other projects, to review the studies.

Commissioner Westover asks applicants to work together with Public Works to create a plan. Twaddle passes out map showing Commissioners 2008 USKH subdivision plan with drainage. He reminds the Commission that drainage studies are not required for minor subdivision. Todd Fleming talks about Jacobs Circle subdivision, below the proposed minor subdivision areas. He states that even though it was a City subdivision, problems have occurred.

PUBLIC COMMENT: No public comment.

The final plat will be back for review at the December 17th Planning Commission meeting.

**CONCEPT PLAT MINOR SUBDIVISION
PARCEL B SOUTH BENCHLANDS TRACT A13, WHITCOMB HEIGHTS SUBDIVISION
SOUND DEVELOPMENT, LLC**

Public hearing and consideration of a concept plat for a minor subdivision at Parcel B South Benchlands off of Kramer Avenue. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Tract A13, Whitcomb Heights Subdivision.

Item was discussed during previous agenda item.

**CONDITIONAL USE PERMIT
LOT 1, HARVEST WAY SUBDIVISION
BRIAN SCHAUWECKER**

Public hearing and consideration of a conditional use permit for metal welding and fabricating shop at 115 Harvest Way, Unit #3. The request is filed by Brian Schauwecker. The property is also known as Lot 1, Harvest Way Subdivision. The owner of record is 115 Harvest Way, LLC.

Planner I Bosak reviews the case. Bosak explains the surrounding zoning and mixture of uses in the area. Applicant had mentioned some noise that could be created due to the generator. Bosak reviews staff recommended conditions and reminds Commissioners to consider finding criteria when deliberating.

APPLICANT: Brian Schauwecker, Brian's Welding and Fabrication, greets the Commission and begins to explain the request. Schauwecker describes that an exhaust system will be hooked to the generator and vented to the rear exterior of the shop. Ventilation was an issue at first due to the small unit size but the applicant has remedied the situation. The large bay door can be closed to reduce any noise. The applicant currently works with a newer version welder which is very quite. Schauwecker educates the Commission on flashburn. Safety, for himself and neighbors, is a concern and he wants to protect everyone. He keeps the side door locked and customers must knock in order to enter the unit, thus he is able to conduct safely.

COMMISSIONER DELIBERATION: Commissioner Westover asks about chop saw noise and hours of operation. She remarks on previous welding and fabrication businesses that have become neighborhood eyesores. Director Williams explains that annual review condition is to make sure applicant is being a good neighbor. Commissioner Windsor asks applicant if he could run the exhaust to front of building rather than back. Windsor received a call from a renter of the building next door with concern over exhaust. Schauwecker says that would not be an issue. Windsor asks why that party did not receive a notification. Director Williams discusses notifications and how they are sent to owners of building not tenants.

Applicant asks about hours of operation - when can he work? Williams describes added condition of limited hours of operation. Noise must not be heard outside of building before 8 am or after 9 pm. Applicant is agreeable.

PUBLIC COMMENT: No public comment.

MOTION: M/S WESTOVER/WINDSOR move to recommend approval of a conditional use permit for metal welding and fabricating shop at 115 Harvest Way, Unit #3 with the following conditions. The request is filed by Brian Schauwecker. The property is also known as Lot 1, Harvest Way Subdivision.

1. The project shall be completed in conformance with the plans submitted in the conditional use permit application to the Planning Commission;

2. In addition, prior to the activation of the conditional use permit, the Planning Director shall indicate, in writing, that all permits have been received that the municipality considers necessary;
3. The applicant recognizes that other permits, not specifically mentioned by the municipality, may be required;
4. The applicant shall provide a narrative on the status of operations nine months after the activation of the conditional use permit;
5. The Planning Commission has an annual review of the first nine to twelve months of operation of the facility within one year of the activation of the conditional use permit. The purpose of the annual review is to determine what, if any impacts of operation, need to be mitigated. The Planning Commission, by its own motion, may undertake a second annual review if the board considers it to be necessary and;
6. The Assembly, at its discretion, may complete an annual review if any issues are not satisfactorily resolved at the Planning Commission level.
7. Hours of operation limited to 8 am to 9 pm.
8. All materials and work must be kept inside the unit.
9. New site plan, showing exhaust being rerouted to front of building, must be submitted prior to Assembly review.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

MOTION: M/S WINDSOR/WESTOVER moved to approve the following findings in support of the approved conditional use permit:

Required Findings for Conditional Use Permits

1. The Planning Commission finds that the proposed conditional use permit will not:
 - a. Be detrimental to the public health, safety, and general welfare;
 - b. Adversely affect the established character of the surrounding vicinity; nor
 - c. Be injurious to the uses, property, or improvements 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. Specifically Sections 2.5.2 of the Comprehensive Plan, To encourage commercial and industrial developments of a quality that does not adversely impact any adjacent recreational and residential areas;
 3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced. Specifically the 9 conditions added to the conditional use permit;
 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 met the burden of proof;
- The requests supported by general approval criteria as follows:**
1. Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;
 2. Utilities and service requirements of the proposed use, including sewers, storm

drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public utilities in establishing conditions under which the conditional use may be permitted;

3. Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;

4. Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements

5. Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts, specifically the limitation on outside storage;

1. The following criteria in Determining Impacts of Conditional Uses have been considered:

a. Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses;

b. Amount of noise to be generated and its impacts on surrounding land uses;

c. Odors to be generated by the use and their impacts;

d. Hours of operation;

e. Location along a major or collector street;

f. Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario;

g. Effects on vehicular and pedestrian safety;

h. Ability of the police, fire, and EMS personnel to respond to emergency calls on the site;

i. Logic of the internal traffic layout;

j. Effects of signage on nearby uses;

k. Presence of existing or proposed buffers on the site or immediately adjacent the site;

l. Relationship if the proposed conditional use is in a specific location to the goals, policies, and objectives of the comprehensive plan;

m. Other criteria that surface through public comments or planning commission assembly review.

ACTION: Motion PASSED unanimously 4-0 on a voice vote.

PLANNING DIRECTOR'S REPORT: Final plat for Benchland minor subdivisions will be at next meeting. At that time, we will receive an update on hydrology. Saline zoning map amendment will also be heard at next meeting.

ADJOURNMENT:

MOTION: M/S POHLMAN/WESTOVER moved to adjourn at 7:41 pm.

ACTION: Motion PASSED unanimously 4-0 on a voice vote.

Chris Spivey, Acting Chair

Maegan Bosak, Secretary

**Table 22.16.015-5
Manufacturing/Storage Uses**

ZONES	P(1)	SF	SFLD	R-1	R-1 MH	R-1 LDMH	R-2	R-2 MHP	CBD	C-1	C-2	WD(2)	I(3)	GI(4)	LI(4)	R	OS	SC (7)
MANUFACTURING																		
• Food products include seafood processing										C	C	P	P	C	C	C		
• Mariculture												P		C	C			
• Winery/brewery, small scale									C	C	C	P	P	C	C			
• Textile mill products										C	C	P	P	C	C			
• Apparel and textile products										C	C	P	P	C	C			
• Wood products, except furniture										C	C	P	P	PU/CS	C			
• Furniture and fixtures										P	P	P	P	P	C			
• Paper and allied products										C	C	P	P	C	C			
• Petroleum refining and related products										C	C	P	P					
• Rubber and plastics products										C	C	P	P					
• Leather and leather goods										P	P	P	P	C	C			
• Tannery										C	C							
• Stone, clay, glass and concrete products										C	C	P	P	C	C			
• Primary metal products										C	C	P	P	C	C			
• Fabricated metal products										C	C	P	P	C				
• Industrial and commercial machinery										C	C	P	P					
• Heavy machinery and equipment										C	C	P	P					
• Computer and office equipment										P	P	P	P	C	C			
• Electronic and electric equipment										P	P	P	P	PU/CS	C			
• Miscellaneous vehicle manufacturing										C	C	P	P	C				
• Boat building										C	C	P(5)	P	C				
• Tire retreading										C	C	P	P					
• Other manufacturing										C	C	P	P(6)	C	C			
STORAGE AND WAREHOUSING																		
• Marine equipment/commercial fishing gear/material storage										P	P	P	P	PU/CS	C			
• Boat storage										P	P	P	P					
• Construction materials storage									P	P	P	P	P	C	C	C		
• Trucking, courier and taxi service facilities									P	P	P	P(5)	P	C	C			
• Warehousing and wholesale trade									P	P	P	P(5)	P	C				

ZONES	P(1)	SF	SFLD	R-1	R-1 MH	R-1 LDMH	R-2	R-2 MHP	CBD	C-1	C-2	WD(2)	I(3)	GI(4)	LI(4)	R	OS	SC (7)
• Self-service storage									P	P	P	P	P	C				
• Log storage	C									C	C	P	P	C		P		
• Freight and cargo services									P	P	P	P(5)	P	C				
• Equipment rental services									P	C	C	P	P	C				
• Vehicle rental services									P	P	P	P	P	C				
• Natural resource extraction and mining support facilities												C	C	C	C			C
• Storage of explosives													C					
• Bulk fuel storage												C						

P: Public Lands District

SF: Single-Family District

SFLD: Single-Family Low Density District

R-1: Single-Family/Duplex District

R-1 MH: Single-Family/Duplex/Manufactured Home District

R-1 LDMH: Single-Family/Duplex and Single-Family/Manufactured Home Low Density Districts

R-2: Multifamily District

R-2 MHP: Multifamily/Mobile Home District

CBD: Central Business District

C-1/C-2: General Commercial and General Commercial/Mobile Home Districts

WD: Waterfront District

I: Industrial District

GI: General Island District

LI: Large Island District

R: Recreational District

OS: Open Space District

SC: Sawmill Cove Special District

P—Permitted

C—Conditional Use Permit Required

PU/CS—Permitted on Unsubdivided Islands and Conditional Use on Subdivided Islands

G. Manufacturing/Storage Uses Table 22.16.015-5 Footnotes.

1. Public facilities not otherwise identified may be permitted in the public zone subject to planning commission recommendation and assembly approval subject to findings of fact that show the use is in the public interest, all reasonable safeguards are to be employed to protect the surrounding area, and that there are no reasonable alternative locations for the use.
2. All uses in the waterfront district are intended to be water-related or water-dependent except that upland uses may be non-water-related.
3. No industrial use shall be of a nature which is noxious or injurious to nearby properties by reason of smoke, emission of dust,

refuse matter, odor, gases, fumes, noise, vibration or similar conditions.

4. Uses listed as conditional uses in the GI and LI zones may be considered, but not necessarily approved, on a case-by-case basis.
5. Ferry terminals, barge freight terminals, docks and harbor facilities including float plane facilities, fueling piers and tank farms and other port facilities are permitted principal uses subject to planning commission review and public hearing and assembly approval of a binding site plan.
6. Automobile wrecking yards, salvage yards, and junkyards are conditional uses and shall be set back a minimum of twenty feet from property lines and be enclosed by fences a minimum of eight feet in height. The set-back area may be used for customer parking but not for vehicle storage.

7. Any uses, except retail and business uses, and natural resource extraction and mining support facilities uses may be approved in accordance with Section 2.38.080.



Legislation Details

File #: RES 14-01 Version: 1 Name:
Type: Resolution Status: AGENDA READY
File created: 1/22/2014 In control: City and Borough Assembly
On agenda: 1/28/2014 Final action:
Title: Authorizing a loan application to the Alaska Energy Authority Power Project Fund for funding construction of the Blue Lake Hydroelectric expansion project
Sponsors:
Indexes:
Code sections:
Attachments: [Res 14-01](#)

Date	Ver.	Action By	Action	Result
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POSSIBLE MOTION

I MOVE TO approve Resolution 2014-01 on
first and final reading.



Memorandum

January 22, 2014

To: Mark Gorman, Municipal Administrator
From: Jay Sweeney, Finance Director
Christopher Brewton, Utility Director
Subject: **Alaska Energy Authority (AEA) - Power Project Fund Application**

We request Assembly approval of Resolution 2014-01, authorizing the Municipal Administrator to apply for a low interest loan under the AEA Power Project Fund to fund completion of the Blue Lake Expansion Project.

It is becoming increasingly evident that a grant to fully fund the final portion of the Blue Lake project is optimistic at best. While we have authority to issue municipal bonds to finance the remainder of the project, we are pursuing every possible funding opportunity to minimize electric rate impacts for our community. This is a parallel path financing effort; however, there is risk that the municipal bond rate may increase during the period we seek the loan. There are several hurdles to cross as we pursue this path with two considerable caveats;

1. The loan must be subordinate to existing bonded indebtedness,
2. The Legislature must approve the project and appropriate funds.

The AEA Power Project Fund is authorized under AS42.45.010 and offers several benefits over conventional financing:

- The loan will not require the 1.25% rate covenant required by bonding,
- The term of the loan could be 50 years,
- Repayment of the loan may be deferred until the project is completed,
- The expected interest rate is equal to the average weekly yield of municipal bonds for the 12-months preceding the date of the loan, however; the statutory minimum interest rate is 0%.

We believe pursuing this loan application stands a better chance of Legislative support and funding than a direct grant, although we will retain our legislative request for grant funding. City staff has met with AEA and received confirmation that AEA would support our application.

Federal funding opportunities are virtually nonexistent. According to the House Appropriations Committee, the recent \$1.1 trillion budget includes \$10.2 billion for energy programs within the Department of Energy, with only \$17.3 million available for conventional hydroelectric!

With Assembly approval we will complete and file the application as soon as possible and begin an active effort to gain Legislative support and funding.

CITY AND BOROUGH OF SITKA

RESOLUTION NO. 2014-01

A RESOLUTION OF THE CITY AND BOROUGH OF SITKA, ALASKA
AUTHORIZING A LOAN APPLICATION TO THE ALASKA ENERGY
AUTHORITY POWER PROJECT FUND FOR FUNDING
CONSTRUCTION OF THE BLUE LAKE HYDROELECTRIC
EXPANSION PROJECT

WHEREAS, the lack of hydroelectric generation capacity limits economic development opportunities for the community of Sitka; and,

WHEREAS, the development of hydroelectric projects is inherently capital intensive and difficult for small communities to finance alone; and,

WHEREAS, completion of the financing and construction of the Project will validate a State-wide model for the development of renewable energy resources; and,

WHEREAS, the City and Borough of Sitka has increased consumer electric rates by an average of 30% to fund the project; and,

WHEREAS, approval of a reasonable low-interest loan would reduce the significant rate increases necessary to complete project funding through issuance of municipal bonds; and,

WHEREAS, Sitka’s economic future and its ability to provide reasonable cost renewable energy for the community is contingent on the completion of the Blue Lake Expansion Project.

NOW THEREFORE BE IT RESOLVED, by the Assembly of the City and Borough of Sitka that Sitka is committed to a partnership with the State to provide innovative funding for developing its renewable energy resources; and,

BE IT FURTHER RESOLVED, that the Administrator is authorized to apply to the Alaska Energy Authority Power Project Fund to finalize funding for construction of the Blue Lake Hydroelectric Expansion Project on terms consistent with the obligations of the City and Borough on the bonds it has already issued for the project.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska on this 28th day of January, 2014.

Mim McConnell, Mayor

ATTEST:

Sara Peterson, CMC
Acting Municipal Clerk



Legislation Details

File #: 14-017 Version: 1 Name:

Type: Item Status: AGENDA READY

File created: 1/22/2014 In control: City and Borough Assembly

On agenda: 1/28/2014 Final action:

Title: Approve sending a member of the Assembly to the Cruise Shipping Miami Expo in March to promote Sitka to the cruise industry

Sponsors:

Indexes:

Code sections:

Attachments: [Cruise Shipping Miami](#)

Date	Ver.	Action By	Action	Result
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POSSIBLE MOTION

I MOVE TO approve sending a member of the Assembly to the Cruise Shipping Miami Expo in March to promote Sitka to the cruise industry.

Sara Peterson
Acting Municipal Clerk
City and Borough of Sitka
100 Lincoln St.
Sitka AK 99835
P: 907-747-1808 F: 907-747-7403
sara@cityofsitka.com

MUNICIPAL CLERK

Memo

To: Mayor and Assembly Members
From: Sara Peterson, Acting Municipal Clerk
Date: January 17, 2014
Re: Cruise Shipping Miami Event

The 2014 Cruise Shipping Miami event will be held March 10-13, 2014 in Miami Beach, Florida. Cruise line executives, buyers, and decision makers attend this annual event.

Sitka participants planning to attend this show are Sitka Convention and Visitor's Bureau Director, Tonia Rioux; Chris McGraw on behalf of Old Sitka Dock, Angela McGraw representing Old Sitka Dock/New Archangel Dancers; and New Archangel Dancer, Linda Speerstra.

In 2012, at the request of Halibut Point Marine Services, the Assembly sent member Pete Esquiro to represent the City and Borough of Sitka. Travel expenses were paid for by Halibut Point Marine Services.

Mayor Mim McConnell represented the City and Borough of Sitka at the 2013 Cruise Shipping Miami event with expenses paid for by the City and Borough of Sitka from the Administrator/Assembly budget – travel and training. Costs were approximately \$3500-\$4000 and included airfare, a delegate badge, per diem, and lodging.

There are sufficient funds available in the Administrator/Assembly budget should the Assembly decide to send a representative this year. Costs are anticipated to be similar to last year's.

Mayor McConnell will be in Washington, DC the week prior for the annual visit to the Alaska delegation. If she is selected to attend the Cruise Shipping Miami event the Mayor will continue on from Washington, DC thus reducing the cost of the airfare to attend this event.

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About Cruise Shipping Miami

For nearly 30 years, Cruise Shipping Miami has been the leading international exhibition and conference serving the cruise industry by bringing together buyers and suppliers for a week of networking, sourcing, and education. No other cruise event attracts such a broad range of industry players, with more than 1,800 cruise line owners and operators from 66 companies in attendance in 2013.

As an exhibitor at Cruise Shipping Miami 2014, March 10-13, you will have the opportunity to showcase your products and services to the influential buyers and decision makers that attend each year. As an attendee at Cruise Shipping Miami 2014, you will have access to our highly regarded educational conference program, gain admission to the tradeshow floor covering all sectors of the international cruise industry, and be invited to a wide variety of networking and social events!

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| All Discovery Cruising | Hurtigruten | Royal Caribbean International |
| Ama Waterways | Kristina Cruises | Saga Shipping |
| American Cruise Lines | Linblad Expeditions | Scenic Cruises |
| Avalon Waterways | Louis Cruises | Seabourn Cruise Line |
| Azamara Club Cruises | Lueftner Cruises | SeaDream Yacht Club |
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| Club Med Cruises | Ocean Star Cruises | Swan Hellenic |
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Cruise Shipping Miami 2014 At a Glance

Find out what's happening during over the course of four days at Cruise Shipping Miami, March 10-13, 2014.

Monday, March 10

TIME	CONFERENCE & EVENTS
8:00am	Registration opens
9:30am - 3:00pm	World Cruise Tourism Summit Workshops
6:30pm - 8:30pm	VIP/Speaker Reception By invitation only

Tuesday, March 11

TIME	CONFERENCE & EVENTS	EXPO
8:00am	Registration opens	Exhibit Hall Open 9:00am - 6:00pm
9:30am - 11:30am	State of the Industry	
Afternoon	Cruise Shipping Conference (concurrent sessions)	
6:00pm	Presidents of the Member Cruise Lines Welcome Reception	

Wednesday, March 12

TIME	CONFERENCE & EVENTS	EXPO
8:00am	Registration opens	Exhibit Hall Open 9:00am - 6:00pm
Morning	Cruise Shipping Conference (concurrent sessions)	
Afternoon	Cruise Shipping Conference (concurrent sessions)	
6:30pm	FCCA Gala Cocktail Reception & Dinner	

Thursday, March 13

TIME	CONFERENCE & EVENTS	EXPO
8:30am	Registration opens	Exhibit Hall Open 9:00am - 4:00pm
Morning	Cruise Shipping Conference (concurrent sessions)	

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Legislation Details

File #: 14-018 Version: 1 Name:

Type: Item Status: AGENDA READY

File created: 1/22/2014 In control: City and Borough Assembly

On agenda: 1/28/2014 Final action:

Title: Discussion/Decision/Direction on tasking a CBS Board, Commission, or Committee with the development of a community compost area

Sponsors:

Indexes:

Code sections:

Attachments: [Discussion Decision community compost](#)

Date	Ver.	Action By	Action	Result
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Discussion/Decision/Direction

On tasking a CBS Board, Commission, or Committee with the development of a community compost area.

Note: This was an item mentioned at the Assembly's strategic planning session on January 20, 2014.