

POSSIBLE MOTION

I MOVE TO approve the findings and a final subdivision plat, with conditions, for a Planned Unit Development filed by the Sitka Community Land Trust for 1306 Halibut Point Road as approved by the Planning Commission.

Note: Assembly review and approval is required for major subdivisions per Sitka General Code 21.32.180



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

MEMORANDUM

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

From: Michael Scarcelli, Planning and Community Development Director ^{MS}
Samantha Pierson, Planner I

Subject: Final Subdivision Plat – SCLT Subdivision

Date: May 1, 2017

Sitka Community Land Trust is requesting approval of a final plat for a planned unit development subdivision of Lot 1A of Little Critter Subdivision, also known as 1306 Halibut Point Road. The Planning Commission approved the final plat of the major subdivision during the April 18, 2017 meeting on a 3-1 vote. Preliminary approval was granted March 21, 2017 on a 3-1 vote and concept approval was granted April 19, 2016 on a 3-1 vote.

On October 3, 2006, the community voted to sell 1306, 1410, and 1414 Halibut Point Road for the purpose of affordable housing development, not subject to competitive bid. On November 24, 2015, the Assembly voted to transfer 1306 Halibut Point Road to Sitka Community Development Corporation for the purpose of promoting permanently affordable home ownership by placing affordable homes on the market. The applicants intend for this to operate as a land trust, where private owners purchase homes but the land trust maintains ownership of the land. Land is leased to homeowners on long term agreements.

The subdivision would divide a 61,958 square foot lot into 7 residential lots and an unsubdivided remainder to be used for parking and community space. The 7 residential lots range in net buildable area from 1225 square feet to 2335 square feet. These lots do not meet the R-2 multifamily residential zone's minimum square footage of 8000 square feet; however, the planned unit development process allows for design flexibility. The lots would be accessed from Halibut Point Road.

In addition to the subdivision process requirements, the developers will be required to meet CBS Public Works requirements, install a mail structure, and meet DOT standards for access and drainage. The applicants provide the required 1.5 on-site parking spaces per unit as outlined in Sitka General Code 22.20.100(G)(1), for a total of 11 spaces.

Public comment was given at the concept hearing regarding the lack of a turning lane in front of the proposed development and general traffic safety concerns. Public comment was given at the final hearing regarding potential impacts to parking at the adjacent vet clinic. Chair Spivey cast the dissenting vote at each hearing, citing a preference for higher density development of the property.

Staff recommends the following findings:

- 1) That the proposed planned unit development complies with the comprehensive plan by providing for the enhancement of the quality of life in Sitka through the development of affordable housing options; and
- 2) That the PUD would not be injurious to public health, safety, and welfare as conditioned.
- 3) That the proposal complies with procedures outlined in Titles 21 and 22 of Sitka General Code.

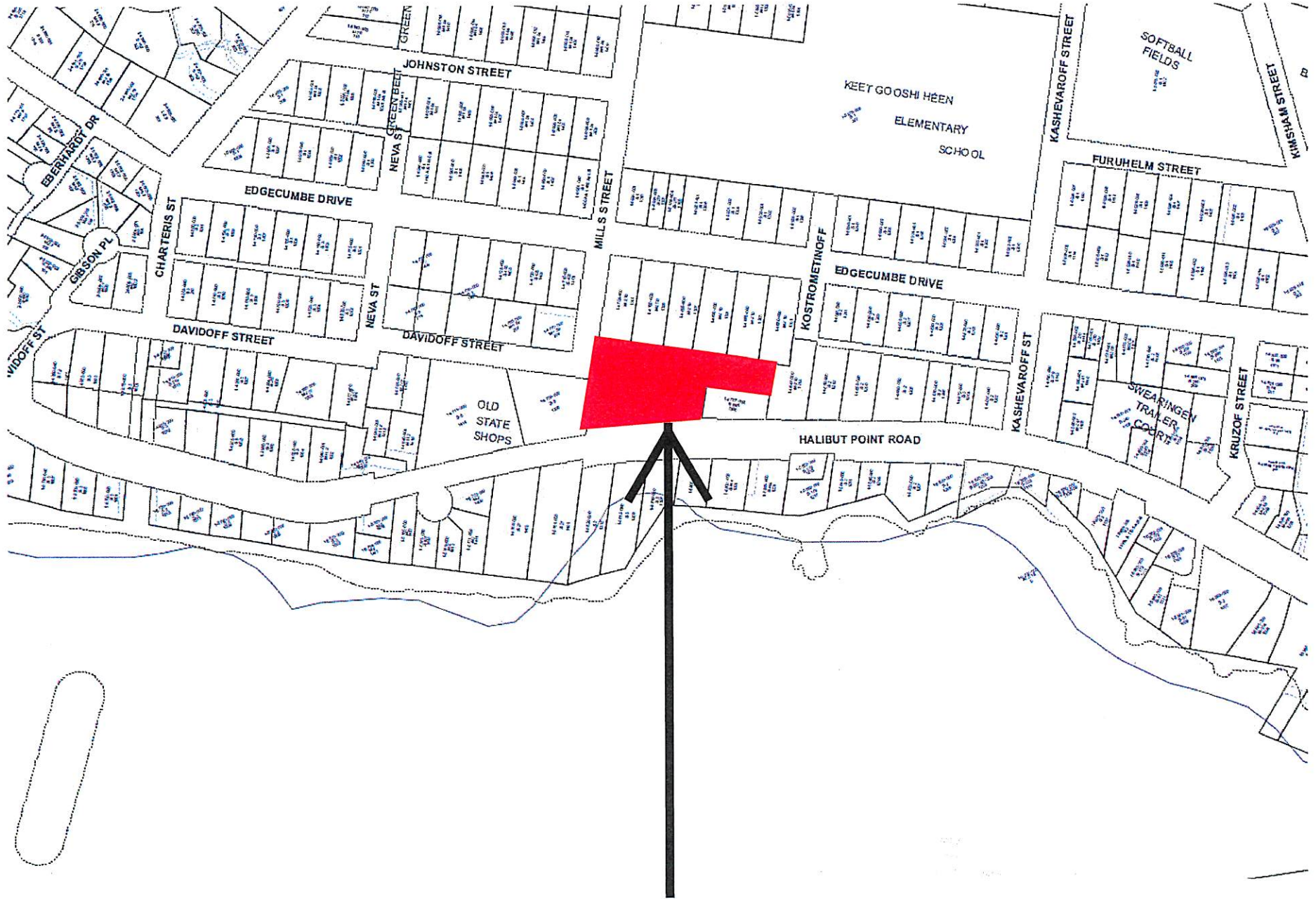
Conditions of Approval:

- 1) A complete as-built survey will be required to capture all existing utilities on the parcel (including drainage, prospective French drain, etc.).
- 2) Plat notes and development shall ensure no encroachment on city assets or existing utility easements.
- 3) Parking shall be provided on-site, off-street, in the amount of 1.5 spaces per dwelling unit.
- 4) The boundary of the building footprints are the maximum size of buildings allowed within each lot and shall act as setbacks. No variances shall be granted for deviations from plat setbacks as shown and noted on the final plat. Note: Setbacks are measured from lot lines to drip lines/eaves.
- 5) Any grading or geotechnical work performed or required on the property shall obtain any applicable permit(s) and be completed by an appropriate professional. It should be noted that there could be additional development costs associated with slope stabilization.
- 6) Installation of water and sewer mains would require engineered plans and approvals via Alaska Department of Environmental Conservation. In addition,

CBS would require a clear understanding of the ownership of new utility lines, easements, and perhaps shared user agreements.

- 7) Alaska Department of Transportation is the jurisdiction for approving driveway permits along Halibut Point Road. Applicant should consult with the DOT regarding traffic and driveway plans. All applicable DOT approvals shall be received prior to use of any driveways, parking lots, or access points.
- 8) All easement, access, and utility agreements shall be approved by Public Works and the Planning and Community Development Department prior to recording. Such agreements shall be referenced on the plat, via a note, and shall be recorded prior to Final Plat being recorded.

Recommended Action: Approve findings and the final plat with conditions of approval as approved by the Planning Commission.



Sitka Community Land Trust
Planned Unit Development
1306 Halibut Point Road

















BY	DATE	REV.	DESCRIPTION OF CHANGE



DESIGNER: K. ORRELL
 CHECKED BY: J. ORRELL
 DATE OF PLATING: 12, 2017
 SCALE: 1" = 40'
 DRAWING NAME: GOLI-T-CORRECT
 PROJECT NO.: 40038-01

SURVEYOR'S CERTIFICATE
 I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN THE COURSE OF MY PROFESSIONAL DUTY I HAVE CONDUCTED A SURVEY OF THE HEREIN DESCRIBED LANDS AND THAT THE SURVEY WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL ENCUMBRANCES AND OTHER MATTERS ARE CORRECTLY SHOWN ACCORDING TO SAID FIELD NOTES.

SCLT SUBDIVISION
 CLIENT: SITKA COMMUNITY LAND TRUST
 LOT 1A LITTLE CRITTER SUBD.

CERTIFICATE OF APPROVAL BY THE ASSEMBLY
 I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA ASSEMBLY AS RECORDED IN MINUTE BOOK _____ PAGE _____ DATED _____ AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX-OFFICIO RECORDER, SITKA, ALASKA.

CERTIFICATE OF APPROVAL BY THE BOARD
 I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA PLATING BOARD, AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION NO. _____ DATED _____ AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, SITKA, ALASKA.

**CERTIFICATE STATE OF ALASKA
 FIRST JUDICIAL DISTRICT**
 I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AS ASSESSOR FOR THE CITY & BOROUGH OF SITKA, HEREBY CERTIFY THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY & BOROUGH OF SITKA, IN THE NAME OF _____ AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL, THAT CURRENT DAY OF _____ WILL BE DUE ON OR BEFORE AUGUST 31, 20____ DATED THIS _____ DAY OF _____

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA
 MY COMMISSION EXPIRES _____
 HEREIN WRITTEN
 WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED, TO BE KEPT BY BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND ACKNOWLEDGED TO ME THAT I SIGNED THE SAME.

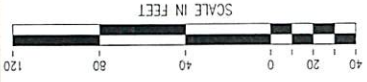
NOTARY'S ACKNOWLEDGMENT
 US OF AMERICA
 STATE OF ALASKA
 CITY & BOROUGH OF SITKA
 THIS IS TO CERTIFY THAT ON THIS _____ DAY OF _____ 20____ BEFORE ME, COMMISSIONED AND SWORN, PERSONALLY APPEARED _____
 THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED, TO BE KEPT BY BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND ACKNOWLEDGED TO ME THAT I SIGNED THE SAME.
 WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED, HEREIN WRITTEN
 MY COMMISSION EXPIRES _____

CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT
 I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AS FINANCE DIRECTOR FOR THE CITY & BOROUGH OF SITKA, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS OF THE CITY & BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE RECORDS IN THE NAME OF _____
 ALL TAXES OF RECORD, AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL LANDS ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL.
 DATED THIS _____ DAY OF _____ 20____ AT SITKA, ALASKA.
 FINANCE DIRECTOR
 CITY & BOROUGH OF SITKA

CURVE TABLE

NUM	DELTA	ARC	RADIUS	BEARING	DISTANCE
C1	7.5228°	249.60'	1816.11'	N67°41'33"W	249.40'

PRELIMINARY



- NOTES**
- 1) THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE LOT 1A OF THE LITTLE CRITTER SUBDIVISION INTO 8 LOTS CREATING A PLANNED UNIT DEVELOPMENT.
 - 2) THE MUNICIPALITY IS PARTY TO ALL EASEMENTS AND PLAT NOTES. THEY SHALL NOT BE MODIFIED WITHOUT APPROVAL OF THE PLATING BOARD. THERE SHALL BE NO ENCROACHMENTS ON CITY ASSETS OR EASEMENTS.
 - 3) A MAINTENANCE AGREEMENT FOR THE PEDESTRIAN AND UTILITY EASEMENT IS FILED IN THE SITKA RECORDING DISTRICT OFFICE UNDER SERIAL NO. _____
 - 4) CODE'S, COVENANTS AND RESTRICTIONS ARE FILED IN THE SITKA RECORDING DISTRICT OFFICE UNDER SERIAL NO. _____

- LEGEND**
 SCALE 1"=1,000'
- PRIMARY CONTROL MONUMENT RECOVERED (BRASS CAP)
 - ⊕ ALK.GLD PRIMARY BRASS CAP (RECOVERED)
 - SECONDARY MONUMENT (SET)
 - SECONDARY MONUMENT (RECOVERED)
 - (R) RECORDED DATA
 - (C) COMPUTED DATA
 - (M) MEASURED DATA



CERTIFICATE OF OWNERSHIP AND DEDICATION

THE CITY AND BOROUGH OF SITKA HEREBY CERTIFIES THAT THEY ARE THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREIN AND THAT THEY HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH THEIR FREE CONSENT AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS, AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

5-29-05
DATE

[Signature]
REPRESENTATIVE AUTHORIZED TO SIGN

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
STATE OF ALASKA
CITY & BOROUGH OF SITKA

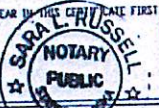
THIS IS TO CERTIFY THAT ON THIS 24 DAY OF MAY 2005 BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY CONSIDERED AND SWORN, PERSONALLY APPEARED *Scott Prybylowsky*

TO ME, KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND HE ACKNOWLEDGED TO ME THAT HE SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THE FIRST DATE FIRST HEREIN WRITTEN.

MY COMMISSION EXPIRES 4-15-07

[Signature]
NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA



CERTIFICATE STATE OF ALASKA (FIRST JUDICIAL DISTRICT)

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND ASSESSOR FOR THE CITY & BOROUGH OF SITKA, HEREBY CERTIFY THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY & BOROUGH OF SITKA, IN THE NAME OF *City of Sitka* AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL, THAT THE YEAR 2005 WILL BE PAID ON OR BEFORE AUGUST 31, 2005, DATED THIS 23 DAY OF MAY 2005.

[Signature]
ASSESSOR, CITY AND BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREIN HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA PLATING BOARD, AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION NO. *2005-8* DATED *6-14-05* AND THAT THE PLAT SHOWN HEREIN HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, SITKA, ALASKA.

5/23/05
DATE
[Signature]
SECRETARY

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREIN HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA ASSEMBLY AS RECORDED IN HOUSE BOOK *23* DATED *03* AND THAT THE PLAT SHOWN HEREIN HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX-OFFICIO RECORDER, SITKA, ALASKA.

5-23-05
DATE
[Signature]
CITY AND BOROUGH CLERK - Acting Deputy Clerk



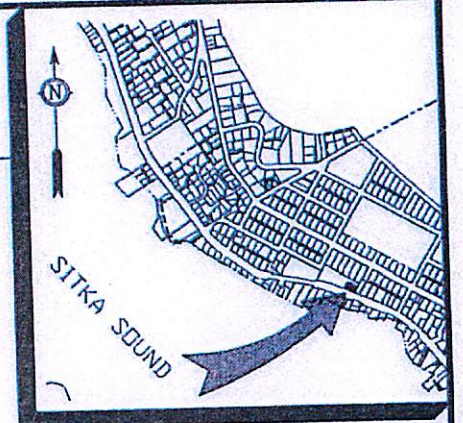
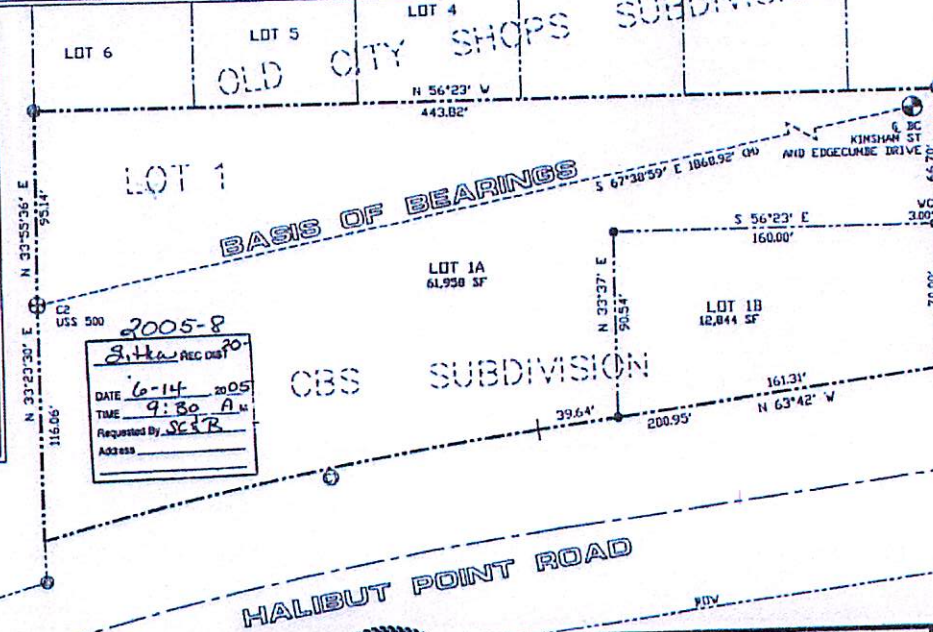
CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND FINANCE DIRECTOR FOR THE CITY & BOROUGH OF SITKA, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS OF THE CITY & BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE RECORDS IN THE NAME OF *City of Sitka*

ALL OWNERS OF RECORD, AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL L.I.E.S. ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL.

DATED THIS 21 DAY OF MAY 2005
AT SITKA, ALASKA

[Signature]
FINANCE DIRECTOR
CITY & BOROUGH OF SITKA



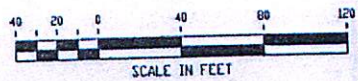
VICINITY MAP
SCALE 1"=1,000'

LEGEND

- PRIMARY CONTROL MONUMENT RECOVERED (BRASS CAP)
- ⊕ BLIND/OLD PRIMARY BRASS CAP (RECOVERED)
- SECONDARY MONUMENT (SET)
- REBAR AND YPC (RECOVERED)
- REBAR (RECOVERED)
- REBAR AND ALUM. CAP (RECOVERED)
- (R) RECORDED DATA
- (C) COMPUTED DATA
- (M) MEASURED DATA

CURVE DATA:

① Δ = 75°29'
R = 1016.11'
L = 249.60'
CHD L = 249.41'
CHD BRG = N 67°41'25" W



O'NEILL
SURVEYING AND ENGINEERING

BOX 1849 SITKA, ALASKA 99835
PHONE: (907) 747-6700
FAX: (907) 749-7898
EMAIL: o'neill@o'neill-surveying.com

BY	DATE	REV.



DESIGNED BY: *[Signature]*
DRAWN BY: *[Signature]*
CHECKED BY: *[Signature]*

SURVEYOR'S CERTIFICATE
I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN ACCORDANCE WITH THE SURVEYOR'S ACT, I HAVE CONDUCTED THIS SURVEY UNDER MY DIRECT SUPERVISION AND THAT THIS PLAN IS A TRUE AND ACCURATE REPRESENTATION OF THE SURVEY, AND THAT ALL ENCLOSING AND OTHER RECORDS TO THIS PLAN ARE TRUE AND CORRECT.

[Signature]
PATRICY G. O'NEILL, L.S. 634

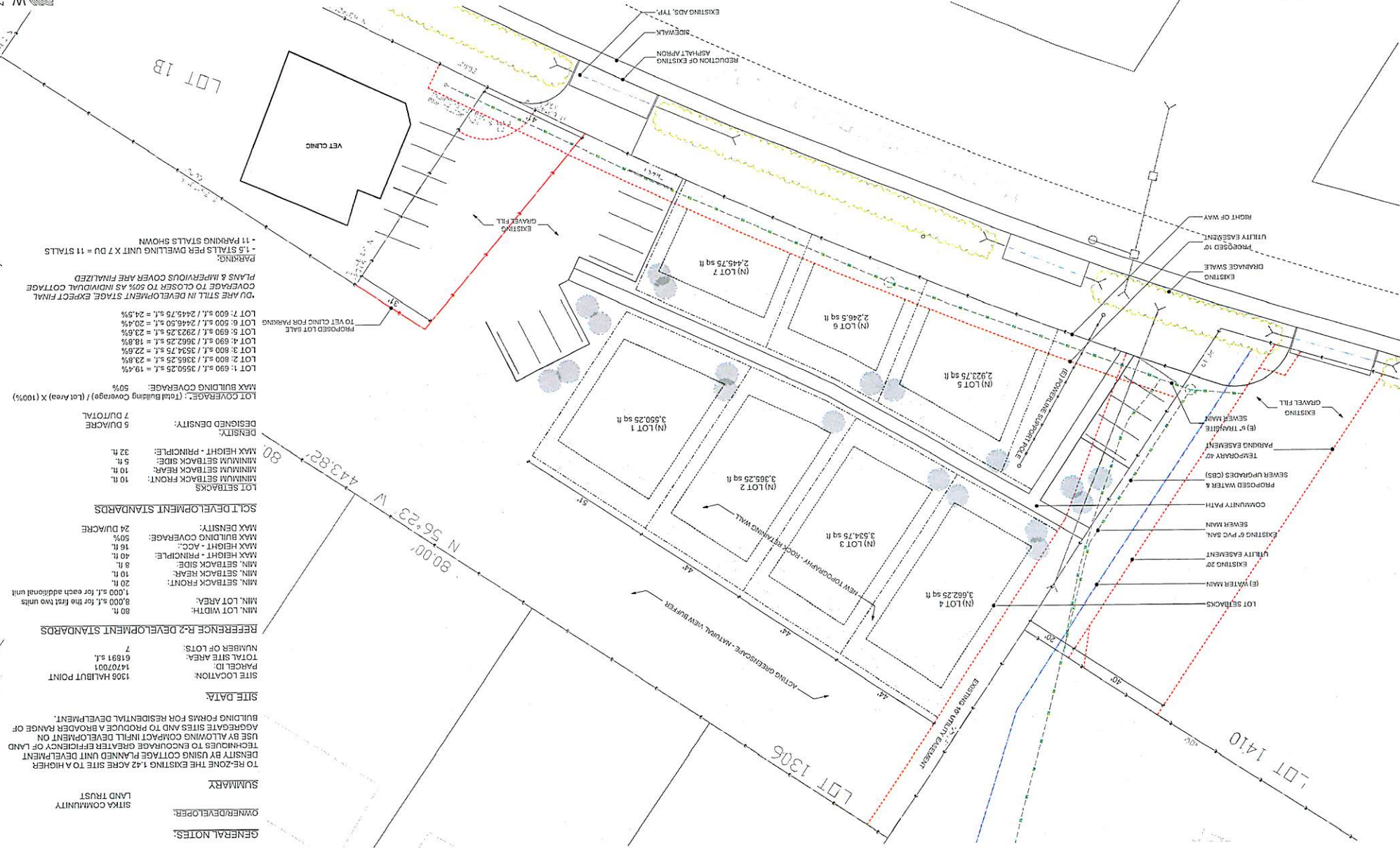
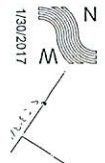
LITTLE CRITTER SUBDIVISION

LOT 1
CBS SUBDIVISION

CLIENT: CITY AND BOROUGH OF SITKA

Sitka Community Land Trust
Planned Unit Development
1306 Halibut Point Road

SCALE: 1/32" = 1'-0"



GENERAL NOTES:

OWNER/DEVELOPER: STRYA COMMUNITY LAND TRUST

SUMMARY

TO RE-ZONE THE EXISTING 1.42 ACRE SITE TO A HIGHER DENSITY BY USING COTTAGE PLANNED UNIT DEVELOPMENT (CPUD) TO ENCOURAGE GREATER EFFICIENCY OF LAND USE BY ALLOWING COMPACT INFILL DEVELOPMENT ON AGGREGATE SITES AND TO PRODUCE A BROADER RANGE OF BUILDING FORMS FOR RESIDENTIAL DEVELOPMENT.

SITE DATA:

SITE LOCATION: 1306 HALIBUT POINT
 PARCEL ID: 1470701
 TOTAL SITE AREA: 61891 s.f.
 NUMBER OF LOTS: 7

REFERENCE R-2 DEVELOPMENT STANDARDS

MIN. LOT WIDTH: 80 ft.
 MIN. LOT AREA: 8,000 s.f., for the first two units
 1,000 s.f. for each additional unit
 MIN. SETBACK FRONT: 20 ft.
 MIN. SETBACK REAR: 10 ft.
 MIN. SETBACK SIDE: 8 ft.
 MAX. HEIGHT - PRINCIPLE: 40 ft.
 MAX. HEIGHT - ACC.: 16 ft.
 MAX BUILDING COVERAGE: 50%
 MAX DENSITY: 24 DU/ACRE

SCIT DEVELOPMENT STANDARDS

LOT SETBACKS:
 MINIMUM SETBACK FRONT: 10 ft.
 MINIMUM SETBACK REAR: 10 ft.
 MINIMUM SETBACK SIDE: 5 ft.
 MAX HEIGHT - PRINCIPLE: 32 ft.
 DESIGNED DENSITY: 5 DU/ACRE
 7 DU/TOTAL

LOT COVERAGE: (Total Building Coverage) / (Lot Area) X (100%)

MAX BUILDING COVERAGE: 50%
 LOT 1: 690 s.f. / 3590.25 s.f. = 19.4%
 LOT 2: 800 s.f. / 3365.25 s.f. = 23.8%
 LOT 3: 800 s.f. / 3534.75 s.f. = 22.6%
 LOT 4: 690 s.f. / 3562.25 s.f. = 19.2%
 LOT 5: 690 s.f. / 2923.75 s.f. = 23.6%
 LOT 6: 800 s.f. / 2446.50 s.f. = 20.4%
 LOT 7: 800 s.f. / 2445.75 s.f. = 24.5%

DU ARE STILL IN DEVELOPMENT STAGE. EXPECT FINAL PLANS & IMPERVIOUS COVER ARE FINALIZED
 COVERAGE TO COVER TO 60% AS INDIVIDUAL COTTAGE PARKING:
 - 11 STALLS PER DWELLING UNIT X 7 DU = 11 STALLS
 - 11 PARKING STALLS SHOWN

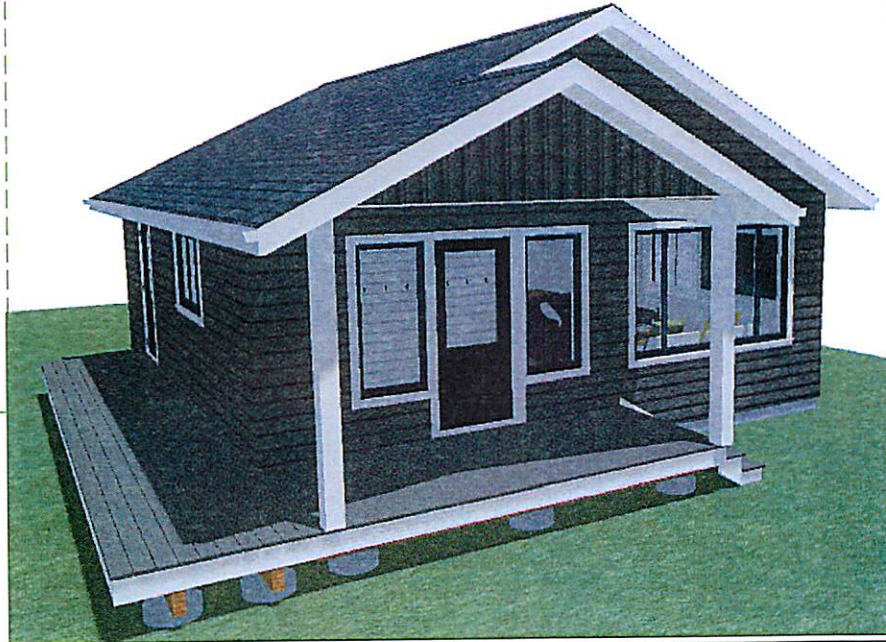
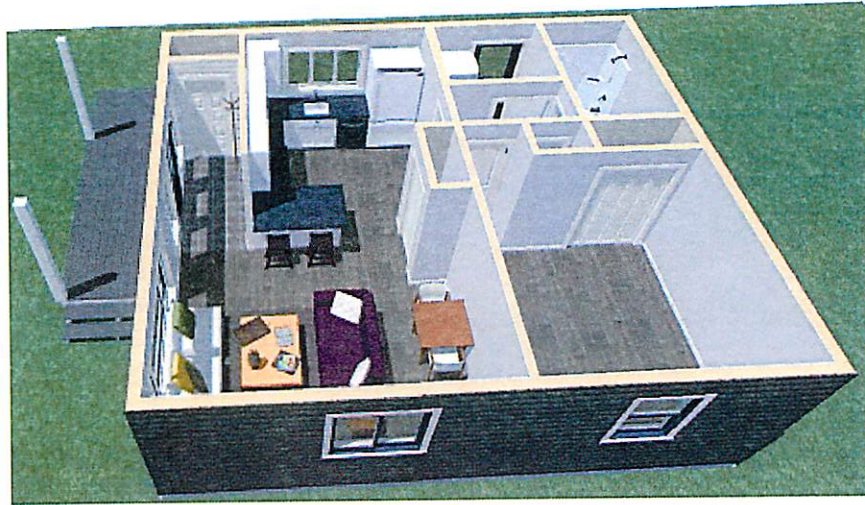
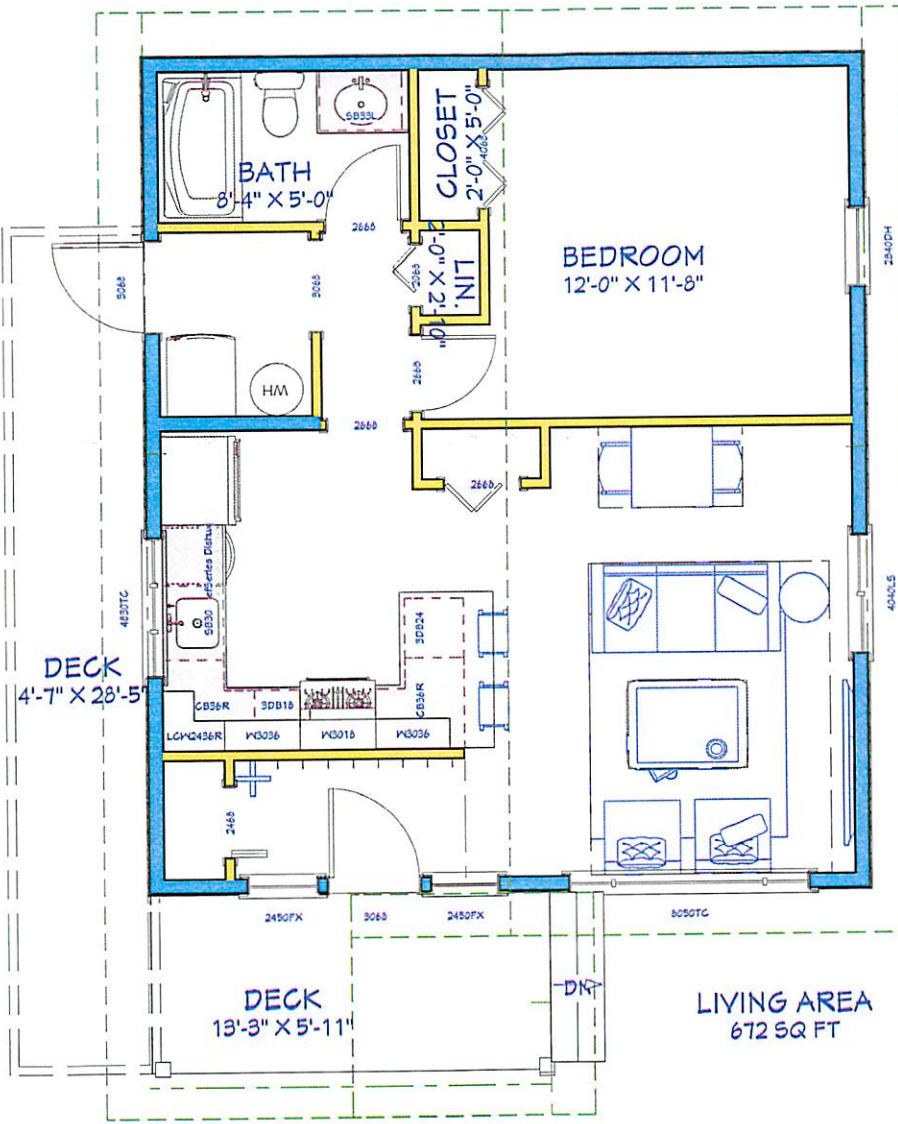
LOT 1B

LOT 1306

LOT 1410

80.00' N 56.23 W 443.82'

80



NO.	DESCRIPTION	BY	DATE

SHEET TITLE: SHEET TITLE

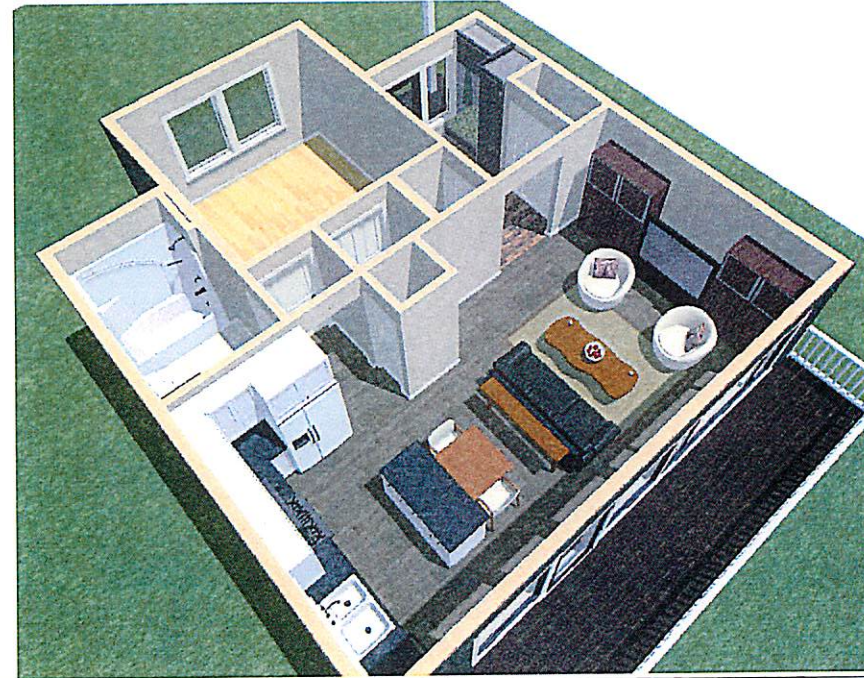
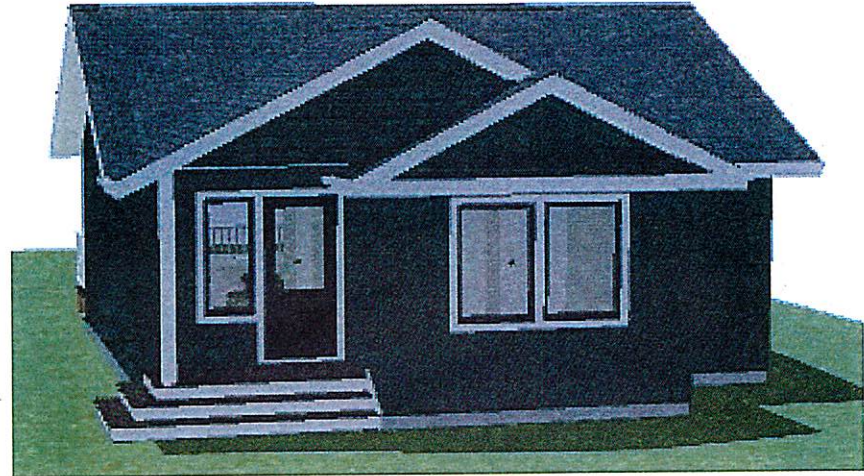
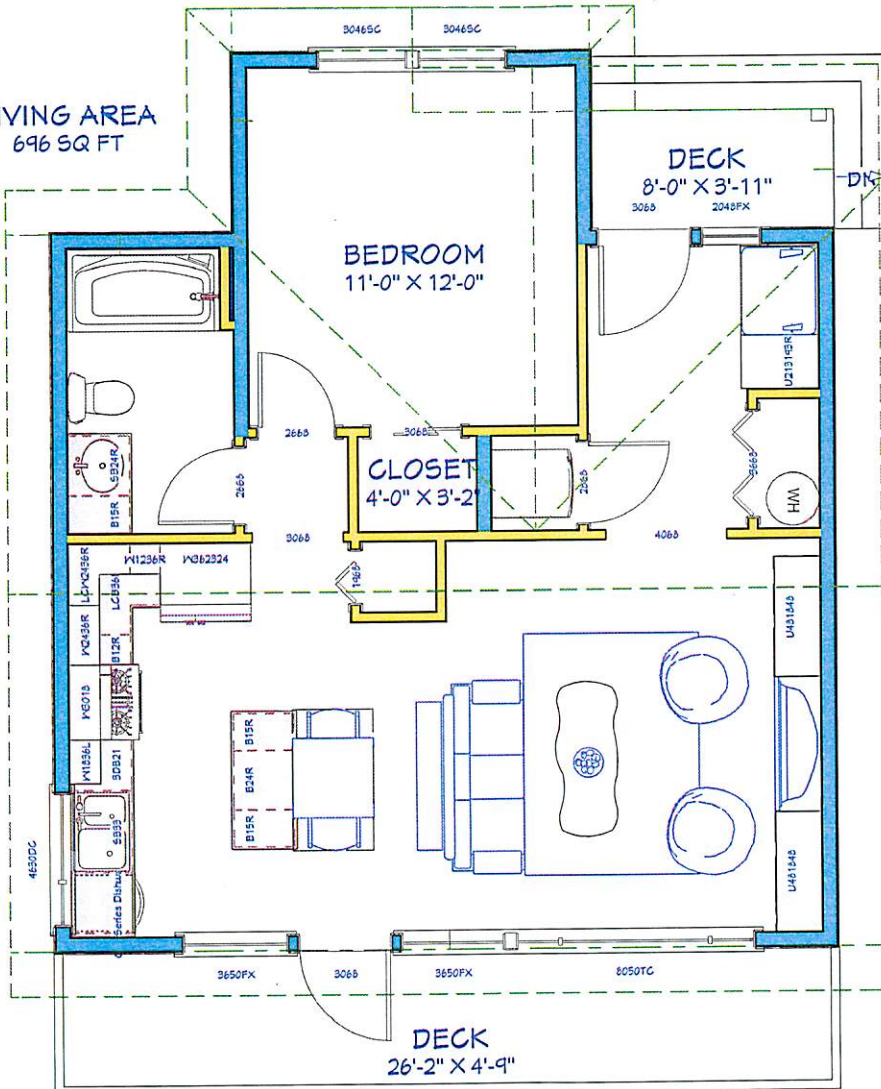
PROJECT DESCRIPTION: CLT 1 BD

DATE: 5/31/16

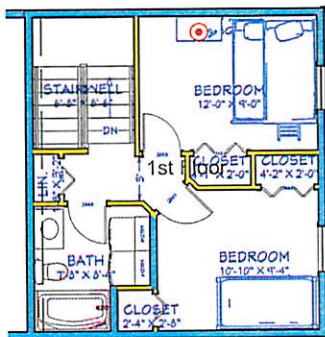
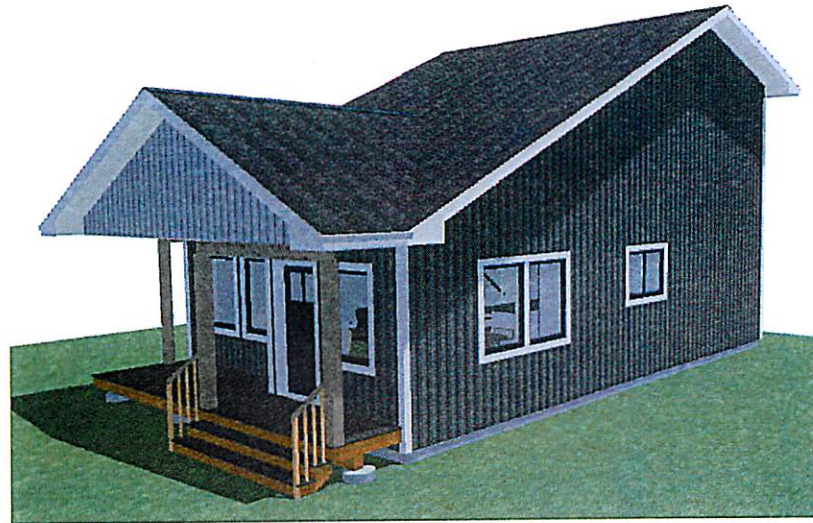
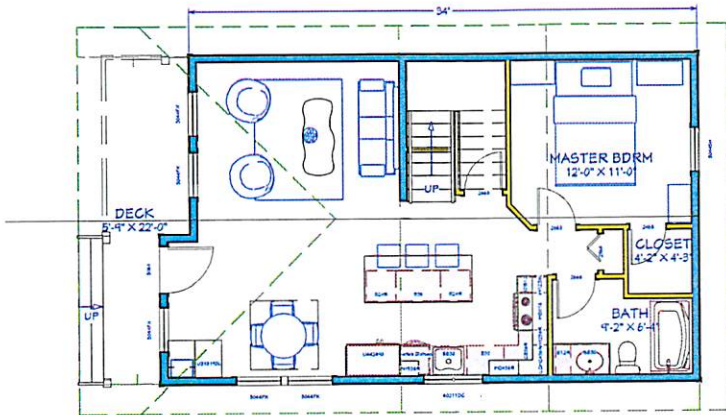
SCALE:

SHEET: A-1

LIVING AREA
696 SQ FT



NO.	DESCRIPTION	BY	DATE
SHEET TITLE:			SHEET TITLE
PROJECT DESCRIPTION:			CLT 1 BD
DRAWINGS PROVIDED BY:			
DATE:			5/31/16
SCALE:			
SHEET:			A-2

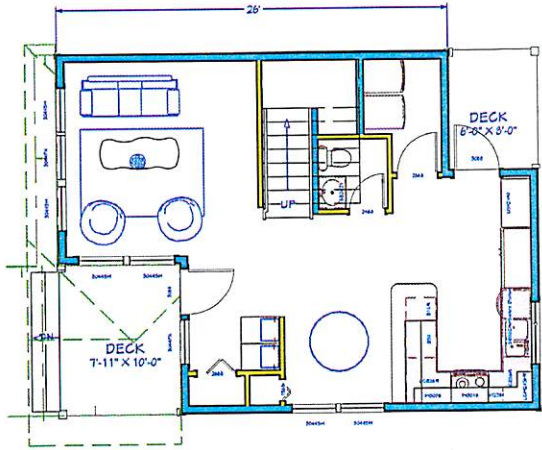


LIVING AREA
374 SQ FT

2nd Floor

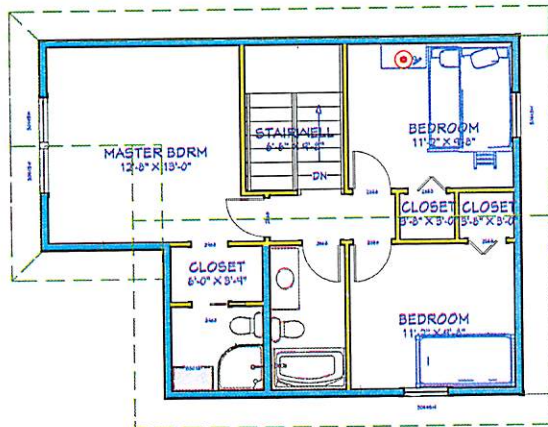


NO. DESCRIPTION		DATE
PROJECT DESCRIPTION		SHEET TITLE
CLT 3Bd		SHEET TITLE
DRAWINGS PROVIDED BY:		DATE:
		6/7/16
		SCALE:
		SHEET:
		A-1

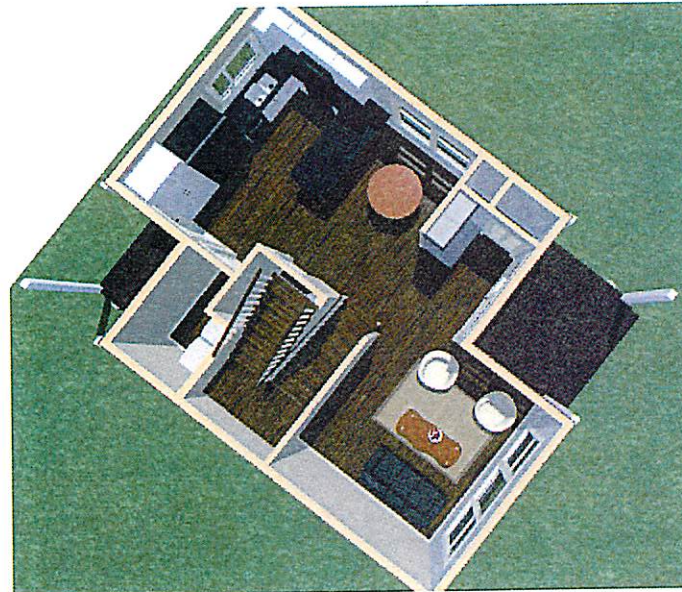
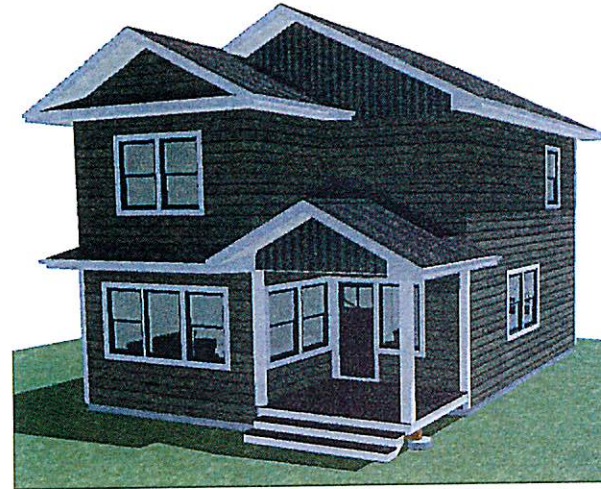


LIVING AREA
640 SQ FT

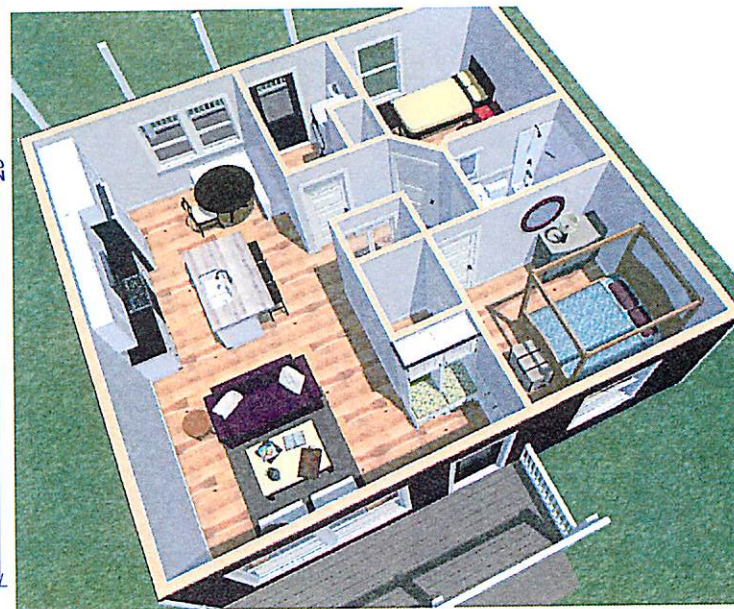
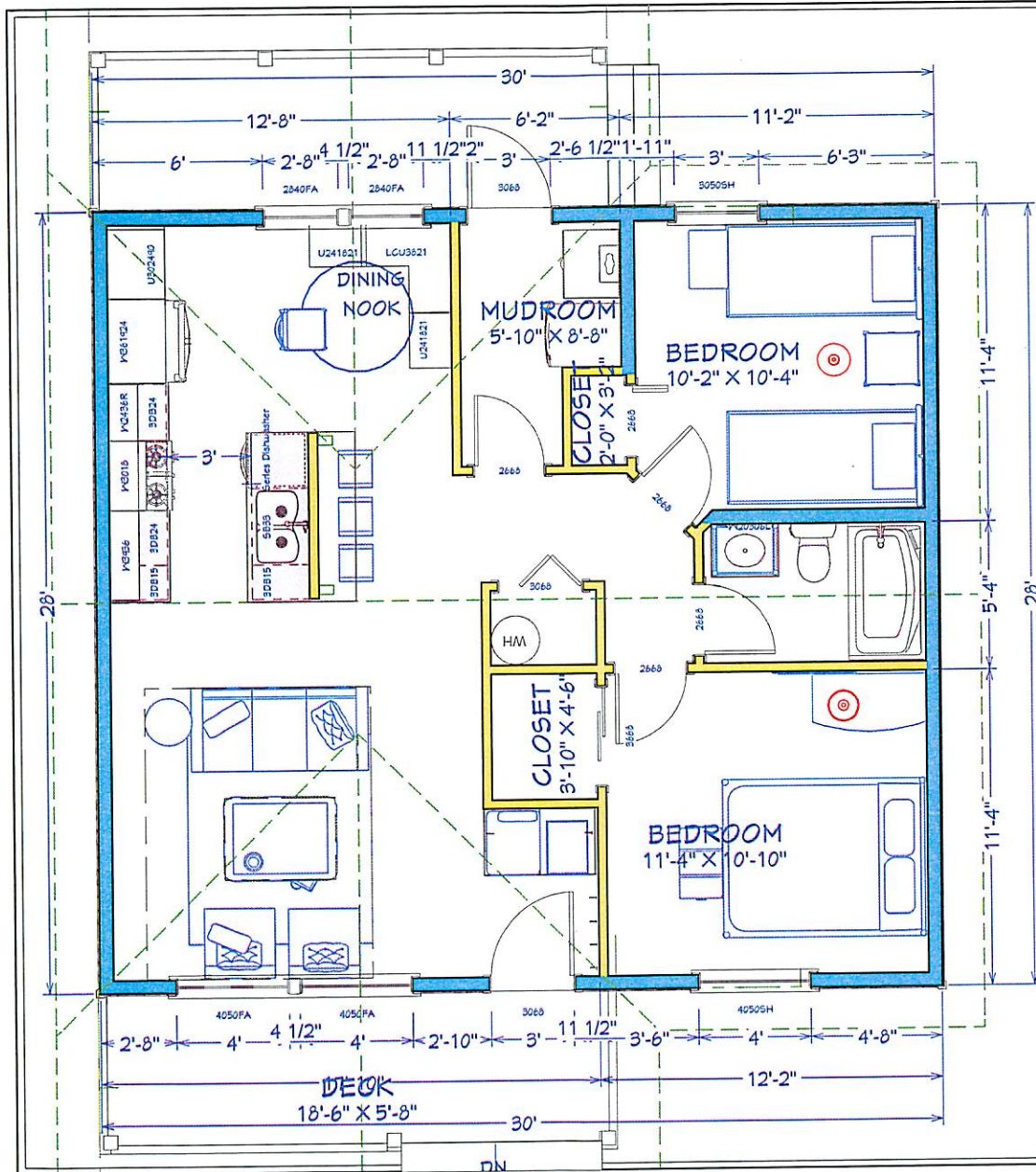
1st Floor



LIVING AREA
621 SQ FT



NO.		DESCRIPTION		BY	DATE
SHEET TITLE: SHEET TITLE					
PROJECT DESCRIPTION: CLT 3Bd					
DRAWINGS PROVIDED BY:					
DATE: 6/7/16					
SCALE:					
SHEET: A-2					



NO. DESCRIPTION		BY	DATE
PROJECT DESCRIPTION:		SHEET TITLE:	
CLT2Bd1		SHEET TITLE	
DRAWINGS PROVIDED BY:		DATE:	
		5/31/16	
		SCALE:	
SHEET:		A-1	

speculative at this point. No insurance agency in Sitka will currently provide difference in conditions (DIC) insurance, although a property in the vicinity of the Kramer slide was able to obtain a DIC policy. Scarcelli stated that he has not heard back from any of the lenders he contacted. Scarcelli stated that the ordinance wouldn't be the source of insurance and finance complications, but those would be more related to the hazard mapping. Staff recommend moving the ordinance forward to the Assembly and listing any concerns. Scarcelli read a memo from Assembly Liaison Kevin Knox encouraging the commission to move the ordinance forward to the Assembly.

No public comment.

Windsor stated that he thinks the ordinance has been well thought out and he's 100% behind it. Hughey stated that the ordinance is about the best we can do. Pohlman stated that she's okay moving forward.

Hughey/Parmelee moved to advance the ordinance to the Assembly with the RECOMMENDATION of approval.

Motion PASSED 3-2 with Spivey and Pohlman voting against.

G

Public hearing and consideration of a preliminary plat for a planned unit development at 1306 Halibut Point Road, submitted by Sitka Community Land Trust. The property is also known as Lot 1A of Little Critter Subdivision. The request is filed by Sitka Community Land Trust. The owner of record is the Sitka Community Development Corporation.

Scarcelli stated that the proposal has gone through several approvals and now it is coming forward for final approval before being forwarded to the Assembly for approval. Scarcelli used photos to show the lot, flagging, and the retaining wall. Scarcelli stated that the easement running between the lots have been expanded since the preliminary approval resulting from discussions between the applicant, Planning, and Public Works staff. Density is appropriate for the zone. The property will exceed parking requirements. DOT will require consultation regarding driveway and drainage. Windsor asked about the handling of property tax. Scarcelli stated that taxation of the land will depend in part on the wording of the homeowner agreement. Further, property tax is out of the purview of the Planning Commission and is a business decision of the owner. Scarcelli stated that the lessee of 725 Siginaka Way will pay property tax.

Spivey asked Hughey to recuse himself and Hughey stepped down.

Hughey spoke as the applicant and stated that the homeowners will pay property tax on the land. Hughey stated that he has been working with the vet clinic owners on parking. Hughey stated that the plat outlines the maximum buildable area and the properties will not require variances. Hughey stated that the Sitka Community Land Trust (SCLT) is working on a name for the site and are open to suggestion. Ben Kraft came forward and stated that the front three lots will fit one-bedroom or two-bedroom homes.

Scarcelli read a letter from the owners of the vet clinic, Victoria Vosburg, and Burgess Bauder, who have objections to the parking layout. Scarcelli stated that each property owner is responsible for providing the appropriate amount of parking on their own lot. Scarcelli noted that SCLT is making good faith

efforts to work with their neighbors.

Spivey stated that he has heard from numerous community members that this is not the right approach, and stated his belief that it's not the best use of the property. Parmelee stated that he believed the general consensus was that this is a good use of the property, and stated his only concern is that the property will be aesthetically pleasing. Spivey stated that there's a difference between affordable housing and affordable homeownership. Windsor thinks this is a good test model. Parmelee stated that this model is working well down south. Pohlman stated that she is ready to move forward.

Windsor/Parmelee moved to APPROVE the final plat for a planned unit development at 1306 Halibut Point Road, submitted by Sitka Community Land Trust subject to the attached conditions of approval. The property is also known as Lot 1A of Little Critter Subdivision. The request is filed by Sitka Community Land Trust. The owner of record is Sitka Community Development Corporation.

Conditions of Approval:

1. A complete as-built survey will be required to capture all existing utilities on the parcel (including drainage, prospective French drain, etc.).
2. Plat notes and development shall ensure no encroachment on city assets or existing utility easements.
3. Parking shall be provided on-site, off-street, in the amount of 1.5 spaces per dwelling unit.
4. The boundary of the building footprints are the maximum size of buildings allowed within each lot and shall act as setbacks. No variances shall be granted for deviations from plat setbacks as shown and noted on the final plat. Note: Setbacks are measured from lot lines to drip lines/eaves.
5. Any grading or geotechnical work performed or required on the property shall obtain any applicable permit(s) and be completed by an appropriate professional. It should be noted that there could be additional development costs associated with slope stabilization.
6. Installation of water and sewer mains would require engineered plans and approvals via Alaska Department of Environmental Conservation. In addition, CBS would require a clear understanding of the ownership of new utility lines, easements, and perhaps shared user agreements.
7. Alaska Department of Transportation is the jurisdiction for approving driveway permits along Halibut Point Road. Applicant should consult with the DOT regarding traffic and driveway plans. All applicable DOT approvals shall be received prior to use of any driveways, parking lots, or access points.
8. All easement, access, and utility agreements shall be approved by Public Works and the Planning and Community Development Department prior to recording. Such agreements shall be referenced on the plat, via a note, and shall be recorded prior to Final Plat being recorded.

Motion PASSED 3-1 with Spivey voting against.

H

Public hearing and consideration of a preliminary plat of a minor subdivision at 180 Price Street. The property is also known as Tract 1B Mountain View Phase II Subdivision. The request is filed by Jeremy Twaddle for Mountain View Estates. The owner of record is Mountain View Estates, LLC.

Spivey stated that he has a business relationship with the applicant but that he

owners. Scarcelli stated that the building department currently requires studies and mitigation when they deem necessary. Scarcelli stated that the draft ordinance doesn't give 100% protection to anyone. Spivey asked if there would be any notice given to adjacent owners and Scarcelli stated no. Yerkes stated that staff had lengthy discussion about notice. Yerkes stated that the waiver is between the city and the signing property owner. The waiver is not the ideal vehicle for harnessing concerns of nearby properties. Yerkes stated that existing code addresses impacts on downhill properties in regard to such concerns as drainage. Pohlman stated that drainage issues do exist in Sitka, and equations are used to determine appropriate drainage. Pohlman questioned whether these equations have been shown to be appropriate for Alaska. Yerkes stated that this ordinance is simply enabling language to give property owners a path toward development.

Windsor stated that he can't see anything to add or subtract from the ordinance. Parmelee stated that more information would be helpful but was overall supportive of the ordinance. Pohlman stated that there's nothing in this ordinance that precludes the city from helping the small handful of homeowners who were impacted by the 2015 landslides. Commissioner Parmelee asked if staff could work with property owners prior to the passage of the ordinance. Yerkes stated that code does provide for appropriate geotechnical analysis requirements, and some homeowners would be stopped without a waiver. Parmelee stated that the commission should move forward with this if staff is comfortable with it. Scarcelli stated that each staff member would have a range of views and concerns, but this ordinance is a middle of the road approach and could be one tool among many. Yerkes stated that the city has to balance laissez faire government with interventionist government. Scarcelli encouraged commissioners to raise questions. Pohlman stated that information on insurance accessibility is necessary. Windsor asked what would happen if the ordinance doesn't go through. Yerkes stated that the city must use the municipal code, but it is hard to make a determination on hypothetical scenarios. Scarcelli stated that the building department currently requires geotechnical analysis when they determine it to be necessary. There are pros and cons to each option. Spivey stated that he would like to get more information but understands the need to get something on the books. Spivey wants to know more about the impacts of waivers on property owners who receive them. Yerkes stated that the city does not make insurance decisions. Spivey asked that if this ordinance passes the city could do some homework to find insurance companies to be willing to provide coverage with waivers. Scarcelli stated that he is willing to do what he can to gather information. Yerkes questioned the helpfulness of surveying insurance companies with hypothetical scenarios. Pohlman asked if any staff have called any insurance companies. Windsor asked what the difference is going to be – if a property is high risk, the insurance company will not insure it with or without a waiver. Windsor stated that property owners should have options. Spivey stated that he is fine moving forward but he would like for further inquiry to occur into insurability.

Windsor/Parmelee moved to direct city staff to research and report on the potential impact the waiver would have on potential insurability and finance-ability.

Motion PASSED 4-0.

F

Public hearing and consideration of a preliminary plat for a planned unit

development at 1306 Halibut Point Road, submitted by Sitka Community Land Trust. The property is also known as Lot 1A of Little Critter Subdivision. The request is filed by Sitka Community Land Trust. The owner of record is the Sitka Community Development Corporation.

Scarcelli stated that the property was sold to Sitka Community Land Trust for the development of affordable housing. This is the preliminary approval hearing for the planned unit development. The plat shows maximum building footprint. The zone allows 24 units per acre, and the proposal is for 5 units per acre. Some of the lot is not buildable. DOT has requested that SCLT work with them as soon as possible on driveway and drainage permits. Parking would be provided at the rate of 1.5 spaces per dwelling unit. Staff recommend approval subject to conditions of approval.

Mim McConnell represented SCLT and introduced architect Ben Kraft. Windsor stated that he sees 9 parking spaces instead of 11, and Scarcelli clarified that Windsor was referencing a previous proposal. Parmelee asked about the area behind the proposed lots, and McConnell stated that most of it is rock wall. Parmelee stated concern for setback reductions. Scarcelli outlined setback requirements. McConnell stated that they may not build houses out to the maximum footprint. Spivey asked if SCLT is aiming for "tiny homes." McConnell stated that the homes will be small but will not be actual tiny homes. Spivey stated that he's not sure if he's comfortable with 5 and 10 foot setbacks. Parmelee stated support for small lots. Windsor called point of order.

No public comment.

Parmelee stated that he thinks small lots, reductions in setbacks, and loosening of building lot coverage percentages make sense for Sitka. Spivey stated concern with 5 and 10 foot setbacks. Parmelee stated that smaller lots can make housing more affordable.

Ben Kraft stated that the setbacks are based on cottage developments in other communities, and the planned unit development allows flexibility. Kraft stated that there will be 12-13 feet between most houses.

Parmelee/Windsor moved to APPROVE the preliminary plat for a planned unit development at 1306 Halibut Point Road, submitted by Sitka Community Land Trust subject to the attached conditions of approval. The property is also known as Lot 1A of Little Critter Subdivision. The request is filed by Sitka Community Land Trust. The owner of record is Sitka Community Development Corporation.

Conditions of Approval:

1. A complete as-built survey will be required to capture all existing utilities on the parcel (including drainage, prospective French drain, etc.).
2. Plat notes and development shall ensure no encroachment on city assets or existing utility easements.
3. Parking shall be provided on-site, off-street, in the amount of 1.5 spaces per dwelling unit.
4. The boundary of the building footprints are the maximum size of buildings allowed within each lot and shall act as setbacks. No variances shall be granted for deviations from plat setbacks as shown on the final plat. Note: Setbacks are measured from lot lines to drip lines/eaves.
5. Any grading or geotechnical work performed or required on the property

shall obtain any applicable permit(s) and be completed by an appropriate professional. It should be noted that there could be additional development costs associated with slope stabilization.

6. Installation of water and sewer mains would require engineered plans and approvals via Alaska Department of Environmental Conservation. In addition, CBS would require a clear understanding of the ownership of new utility lines, easements, and perhaps shared user agreements.

7. Alaska Department of Transportation is the jurisdiction for approving driveway permits along Halibut Point Road. Applicant should consult with the DOT regarding traffic and driveway plans. All applicable DOT approvals shall be received prior to use of any driveways, parking lots, or access points.

Motion PASSED 3-1.

Parmelee/Windsor moved to APPROVE findings that:

- a. That the proposed planned unit development complies with the comprehensive plan by providing for the enhancement of the quality of life in Sitka through the development of affordable housing options; and
- b. That the PUD would not be injurious to public health, safety, and welfare as conditioned.
- c. That the proposal complies with procedures outlined in Titles 21 and 22 of Sitka General Code.

Motion PASSED 4-0.

G

Public hearing and consideration of a conditional use permit request for a short-term rental at 1820 Edgecumbe Drive. The property is also known as Lot 12C Standerwick Subdivision. The request is filed by Zachary and Jacqueline Foss. The owners of record are Zachary and Jacqueline Foss.

Pierson described the request. The unit is on the second story of an attached garage and is inhabited by a long-term renter. The owners live in the attached primary unit. The applicants request to rent the apartment while the long-term renter is out of town. Access is from an easement and the lot is greater than the minimum square footage. No comments have been received. Staff recommend approval.

Jacqueline Foss stated that the staff report was accurate.

No public comment.

Spivey stated appreciation that this wouldn't take a unit away from the long-term rental pool.

Pohlman/Windsor moved to APPROVE findings that:

1. ...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, specifically, the short-term rental will operate periodically while the long-term renter travels.
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, conforms to Comprehensive Plan Section 2.6.2(K), which supports facilities to

Housing Authority. Motion PASSED 5-0.

R

Annual review of a conditional use permit granted to 115 Harvest Way, LLC for a metal welding and fabricating business at 115 Harvest Way Unit 3. The property is also known as Lot 1, Harvest Way Subdivision. The owner of record is 115 Harvest Way, LLC.

Pierson described the history of the conditional use permit.

Brian Schauwecker came forward to represent the conditional use permit. Windsor asked about fume exhaust. Schauwecker stated that exhaust went out the front. Schauwecker asked to begin summer hours in March. Bosak directed Schauwecker to submit a minor amendment to the planning office.

Parker Song/Hughey moved to APPROVE the annual review for the conditional use permit granted to 115 Harvest Way, LLC for a metal welding and fabricating business at 115 Harvest Way Unit 3. The property is also known as Lot 1, Harvest Way Subdivision. The owner of record is 115 Harvest Way, LLC. Motion PASSED 5-0.

S

Annual review of a conditional use permit granted to Delta Western for a bulk fuel facility at 5309 Halibut Point Road. The property is also known as a 1.92 acre portion of Lot 5, US Survey 3670, as shown on the property lease plat recorded as Plat 84-7. The owner of record is Samson Tug & Barge.

Pierson described the history of the conditional use permit, and clarified that the permit is for a bulk fuel facility.

Kirk Payne came forward to represent Delta Western. Bosak stated that the conditional use permit process involved rigorous comment.

Windsor/Hughey moved to APPROVE the annual review of the conditional use permit granted to Delta Western for a bulk fuel facility at 5309 Halibut Point Road. The property is also known as a 1.92 acre portion of Lot 5, US Survey 3670, as shown on the property lease plat recorded as Plat 84 7. The owner of record is Samson Tug & Barge. Motion PASSED 5-0.

M

Public hearing and consideration of a concept plan for a planned unit development at 1306 Halibut Point Road, submitted by Sitka Community Land Trust. The property is also known as Lot 1A of Little Critter Subdivision. The request is filed by Sitka Community Land Trust. The owner of record is the Sitka Community Development Corporation.

Hughey recused himself to speak as the applicant.

Scarcelli described the history of the property and the details of the request. The proposal not only includes homes, but trails and a terrace garden. Scarcelli suggested that the applicant consult with Alaska DOT in regard to driveway permits. The proposal offers an excess of parking. Staff recommends approval of the concept plan.

Randy Hughey represented Sitka Community Land Trust. Hughey stated that the vet clinic uses some of this lot for parking, and the SCLT will work with the clinic. Bosak stated that parking is contained to the lot. Hughey stated that he sent a packet to DOT and had 3 conversations with DOT workers. Hughey stated that he and DOT had discussed the possibility of decreasing the speed

limit. Hughey stated that SCLT is aware of the DEC report, and they will dig as little as possible. Hughey stated that SCLT is intentionally creating community, and will select applicants accordingly. Spivey asked about the design. Hughey stated that people like single family houses, and SCLT wants to maintain green space. Spivey asked why not do higher density, as with condo units. Hughey stated that the board believes this is what Sitkans want. Parker Song stated that she believes Sitka needs both small homes and condos. Windsor stated that the SCLT conducted a survey of renters who wish to buy, and this data informed the makeup of the planned units. This property will operate as a land trust, wherein the purchaser only buys the building.

Windsor/Parker Song moved to APPROVE the concept plan for a planned unit development at 1306 Halibut Point Road, submitted by Sitka Community Land Trust. The property is also known as Lot 1A of Little Critter Subdivision. The request is filed by Sitka Community Land Trust. The owner of record is the Sitka Community Development Corporation. Motion PASSED 3-1. Spivey voted against.

V. PLANNING DIRECTOR'S REPORT

Bosak stated that the May 3 meeting will be at the Senior Center. Parker Song stated that she will be out of town for the May 3 meeting. Bosak stated that the first chapters of the land use plan will be included in the May 3 packet.

VI. PUBLIC BUSINESS FROM THE FLOOR

VII. ADJOURNMENT

Windsor/Parker Song moved to ADJOURN at 10 PM. Motion PASSED 5-0.

ATTEST: _____
Samantha Pierson, Planner I



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

P 16-04 Final Plat Planned Unit Development at 1306 Halibut Point Road

Case No: P 16-04
Proposal: Final Plat Planned Unit Development at 1306 Halibut Point Road
Applicant: Sitka Community Land Trust
Owner: Sitka Community Development Corporation
Location: 1306 Halibut Point Road
Legal Description: Lot 1A Little Critter Subdivision
Zone: R-2 – Multifamily residential district.
Size: approx. 61,958 square feet
Parcel ID: 1-4707-001
Existing Use: Vacant
Adjacent Use: Residential, Mixed Use (Vet Clinic and Residence)
Utilities: City Utilities Available
Access: HPR

KEY POINTS AND CONCERNS: The following points are the considerations that the code requires in review of a Planned Unit Development:

- Is there sufficient light, air, and open space?
 - (e.g. is lot size ok, are setbacks adequate)?
- Is the density of the project (building coverage to lot size ratio) sufficient?
- Does the proposal fit with surrounding land uses?
 - Impact to northern properties view shed?
- Is traffic circulation (driveways, parking, and sidewalks) appropriate?
- Is this orderly, well arranged and planned development?
 - Does the proposal meet all the needs required in a subdivision plat?
- Any other negative impacts to the public's health, safety, and welfare?
 - Landslide risk?
 - Traffic impacts?
 - Property value impacts?
- If there are any negative impacts identified, are they able to be mitigated?
 - If so, can those mitigation measures be conditions of approval?
- The City Assembly has approved the concept of this PUD and by ordinance sold the property for the purposes of affordable housing. The questions for the Planning Commission is to review this proposal pursuant to the existing PUD code.
- **Key Update:** middle easement and property lines amended to better protect utilities, access, maintenance, and also solve property tax issues as well as guarantee setbacks in those areas will be honored.

RECOMMENDATION: Approve the final plat for the SCLT Subdivision subject to the conditions of approval.

Providing for today...preparing for tomorrow

ATTACHMENTS

Attachment A: Vicinity Map
Attachment B: Aerial Vicinity Map
Attachment C: Zoning Map
Attachment D: Parcel Pictures
Attachment E: Existing Plat
Attachment F: Proposed Final Plat
Attachment G: Proposed Homes

Attachment H: Supplemental Info
Attachment I: Proposed Agreements
Attachment J: Application
Attachment K: Flood Zone Map
Attachment L: Mailing List
Attachment M: Proof of Payment
Attachment N: Warranty Deed

BACKGROUND

On October 3, 2006, the community voted to sell 1306, 1410, and 1414 Halibut Point Road for the purpose of affordable housing development, not subject to competitive bid.¹ On November 24, 2015, the Assembly voted to transfer 1306 Halibut Point Road to Sitka Community Development Corporation for the purpose of promoting permanently affordable home ownership by placing affordable homes on the market. Future expansion of the project to include the additional parcels are subject to “clear demonstration ... that they are able to use such parcels consistent with the October 3, 2006 vote” pursuant to Ordinance 2015-56. At that time the City Assembly was able to review the essence of the concept plan that was later approved by the Planning Commission.

The concept had been approved by the City Assembly and the Planning Commission.² While the proposal does add a seventh dwelling unit, staff feels this level of flexibility is envisioned in the Planned Unit Development regulations (see below). Staff had previously wanted an additional concept review for aspects of the proposal that have since been removed. Overall, staff feels the preliminary plat is the proper stage in the process for this.

PROJECT DESCRIPTION

The applicant has proposed 7 lots as follows in a R-2 multifamily residential zoning district³:

1. Lot 1: 3,506 sf.
2. Lot 2: 3,343 sf.
3. Lot 3: 3,512 sf.
4. Lot 4: 3,639 sf.
5. Lot 5: 2,890 sf (2,357 net sf).

¹ Ordinance 2015-56

² Planning Commission Approved Concept Plat at April 19, 2016 meeting. (Concept plans were included in the ordinance passed by the City Assembly although it was not a per se concept plan approval)

³ These square footages will differ due to amendment by applicant that staff have not seen a final draft, but have reviewed the concept in general; staff support the modification.

6. Lot 6: 2,218 sf (1,755 net sf)
7. Lot 7: 2,412 sf (1,897 net sf).

The applicant proposes two driveway access points. The first is located at the SE corner of the property adjacent to the vet clinic. This is the prime access for Phase I. Although not shown, as part of their larger concept, the project does envision a second driveway access on the NW portion of the property. However, these additional access points are not necessary or intrinsic to this portion of the project. In other words, this phase can operate alone, as designed, regardless of whether other phases occur.

For parking, applying existing parking code requires 2 spaces per dwelling unit; however, SGC Section 22.20.100(G)(1) requires only 1.5 spaces per dwelling unit for buildings with 5 or more units. It is staff's opinion that this type of development is most similar to that parking requirement due to its compact nature, small building size, location along highly walkable areas near the downtown corridors, and proximity to multi-modal transportation choices and bus stops. Therefore, staff recommends 1.5 spaces per dwelling unit for a total of 11 parking spaces on site for the 7 dwelling units. The areas provided for parking and open space would be sufficient to allow parking, ingress, and egress. Parking is conditioned to provide 1.5 spaces per dwelling unit.

The proposal also includes open space, walkways, and onsite lockable storage. Most importantly, it requests flexibility of specific choice of a range of single-family detached floorplans with a range of lot coverage to meet market demand.

Staff have requested details of lot coverage and setback distances. (Staff notes the plat is scaled, but dealing with rulers and a small plat does not produce efficient or accurate calculations on those details). Staff suggests the addition of those details.

ANALYSIS

Project/Site: The property is largely flat, and is currently ready for redevelopment with some preliminary grading and retaining work that has occurred. The lot has direct access from Halibut Point Road.

Lot size: Table 22.20-1 requires 8,000 s.f. for the first two units, and 1,000 s.f. for additional units. For 7 units, that would be 13,000 s.f. and the applicant has provided 21,928 s.f. In addition, code limits maximum unit density at 24 units per acre and the applicant has provided in their final plan 5 dwelling units per acre.

PUD Requirements CBS 21.28.010 General provisions for planned unit developments (PUD).

It is the intent of the city and borough to encourage **imaginative and innovative design** in the application of subdivision and improvement standards for subdivision developments proposed as planned unit cluster development projects, commercial centers, industrial parks, and shopping centers. Planned unit development proposals shall be subject to requirements of all existing city and borough ordinances, ***except as modified by this chapter*** to create development qualities different from those that result from conventional design. Projects developed under the provisions of this chapter should:

- A. ***Encourage the enhancement*** and conservation of lands which have scenic, environmental, cultural, and historical significance;
- B. ***Enable the development of property other than by the strict application*** of subdivision standards in order to allow for mixed uses and mixed densities, and provide a greater level of design features and site amenities;
- C. ***Provide for more efficient use of land***, resulting in better coordinated networks of utilities and safer networks of streets, promoting greater opportunities for public and private recreational open space, and resulting in lower construction and maintenance costs to the general public;
- D. ***Encourage harmonious and coordinated development of the site***, considering the natural features, community facilities, pedestrian and vehicular circulation in conformance with overall transportation plans, and the land use relationship with surrounding properties and the general community.

Departure from the subdivision regulations and standards requires demonstration that adequate provisions will be made for sufficient light and air, that the density of development is compatible with surrounding land uses, that pedestrian and vehicular traffic circulation systems are safe and efficient, that the development will progress in orderly phases, and that the public health, safety, and general welfare will be protected.⁴

Procedure: Planned Unit Developments shall follow the same process for major subdivision review and shall include approval by both Planning Commission Assembly and follow section 21.32.⁵ In includes Planning Commission review and approval of the concept, preliminary, and final plats, with additional review and action on the final plat by the Assembly.⁶

Traffic: Residential lots may result in higher traffic utilization than an undeveloped lot. Public comment during the land sale process raised concerns for traffic congestion and the absence of a turning lane in front of the proposed subdivision. A decreased speed limit and the addition of a turning lane could help to mitigate these concerns. As Halibut Point Road is state-owned, these issues are under the jurisdiction of Alaska DOT. Some comments about the limits on allowable driveways by the Alaska DOT have been received.

⁴ Section 21.28.010 (emphasis added)

⁵ Section 21.28.040—Procedure.

⁶ Section 21.32.010—General Outline of Procedure for Major Plat Approval.

Parking: As discussed above, code requires 1.5 per unit for multifamily buildings and staff feels this proposal is similar to that.⁷ Proposed parking areas appears sufficient.

Noise: Minimal concerns for noise beyond the construction period.

Public Health or Safety: There is some concern about landslide risk due to previous events. All grading and retaining wall work would require a building permit review.

This site previously had soil contamination. The Alaska DEC considers the clean-up to be closed, but advance DEC approval is required to transport soil or groundwater off-site.

Habitat: No concerns.

Property Value or Neighborhood Harmony: The proposed PUD lots are smaller than surrounding residential lots. Neighbors commented on the small sizes of the proposed lots during the land sale process, pointing out that neighboring lots must be a minimum of 8,000 square feet. The proposed lots are approximately 2218 to 3639 square feet each. The Municipal Assessor expressed the professional opinion that this development would not be detrimental to surrounding property values, as the local market has high demand.

City Utilities: Ordinance 2015-56, which authorized the land sale, stated that final platting should “ensure no encroachment on city assets or existing utility easements.” Public Works Engineer Dan Tadic stated that the applicant has proactively worked with staff to address utilities, and stated that a complete as-built survey will be required to capture all existing utilities on the parcel. Utilities and easements should be included on the final plat.

Additional comments from CBS

Chris Duguay, Building Official, and Dan Tadic, Municipal Engineer, reiterated the importance of clarifying and identifying any and all utilities within easements (including, but not limited to the storm water culvert and prospective french drain).

Comprehensive Plan:

The proposal is consistent with the Comprehensive Plan section 2.1.23, which states, “The City and Borough of Sitka will conduct its affairs and will use its resources, powers, and programs to seek, facilitate, maintain, and improve adequate, safe, and affordable housing.” This proposal seeks to develop an undeveloped parcel into affordable homes available for purchase. This project would make

⁷ Section 22.20.100(G)(1)

homeownership available to Sitkans who may not be able to afford other homes on the traditional real estate market.

Other Main Points for Consideration:

Purpose for Affordable Housing: The City Assembly specifically identified the purpose of the ordinance transferring ownership of this parcel to SCDC/SCLT ... “makes this parcel of CBS land available for an affordable home project” and “ensures this parcel remains available for affordable housing.”

Future Phases: All future use of lots 1410 and 1416 Halibut Point Road are speculative until the Assembly grants the sale based upon “clear demonstration ... that they are able to use such parcels consistent with the October 3, 2006 vote” pursuant to Ordinance 2015-56. Overall, this proposal appears to be able to operate as a self-sufficient development without the need for additional property. All access, utilities, and parking will be able to be met. In addition, future phases will be able to seamlessly integrate with this phase, should later phases of development occur.

FINDINGS:

Staff recommends the following findings:

- 1) That the proposed planned unit development complies with the comprehensive plan by providing for the enhancement of the quality of life in Sitka through the development of affordable housing options; and
- 2) That the PUD would not be injurious to public health, safety, and welfare as conditioned.
- 3) That the proposal complies with procedures outlined in Titles 21 and 22 of Sitka General Code.

RECOMMENDATION

It is recommended that the Planning Commission adopt the staff analysis and move to approve the final plat for the planned unit development at 1306 Halibut Point Road, filed by Sitka Community Land Trust.

RECOMMENDED MOTION

Move to approve the final plat for a planned unit development at 1306 Halibut Point Road, submitted by Sitka Community Land Trust subject to the attached conditions of approval. The property is also known as Lot 1A of Little Critter Subdivision. The request is filed by Sitka Community Land Trust. The owner of record is Sitka Community Development Corporation.

Conditions of Approval:

1. A complete as-built survey will be required to capture all existing utilities on the parcel (including drainage, prospective French drain, etc.).
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3. Parking shall be provided on-site, off-street, in the amount of 1.5 spaces per dwelling unit.
4. The boundary of the building footprints are the maximum size of buildings allowed within each lot and shall act as setbacks. No variances shall be granted for deviations from plat setbacks as shown and **noted** on the final plat. Note: Setbacks are measured from lot lines to drip lines/eaves.
5. Any grading or geotechnical work performed or required on the property shall obtain any applicable permit(s) and be completed by an appropriate professional. It should be noted that there could be additional development costs associated with slope stabilization.
6. Installation of water and sewer mains would require engineered plans and approvals via Alaska Department of Environmental Conservation. In addition, CBS would require a clear understanding of the ownership of new utility lines, easements, and perhaps shared user agreements.
7. Alaska Department of Transportation is the jurisdiction for approving driveway permits along Halibut Point Road. Applicant should consult with the DOT regarding traffic and driveway plans. All applicable DOT approvals shall be received prior to *use* of any driveways, parking lots, or access points.
8. All easement, access, and utility agreements shall be approved by Public Works and the Planning and Community Development Department prior to recording. Such agreements shall be referenced on the plat, via a note, and shall be recorded prior to Final Plat being recorded.

Samantha Pierson

From: Victoria Vosburg <baldeaglevet@gmail.com>
Sent: Tuesday, April 11, 2017 4:58 PM
To: Planning Department
Subject: 1306 Halibut Point Road

Dear Planning Commission Members,

This email is in reference to Evening Business Item G, 1306 Halibut Point Rd.

I would like to begin by stating that I fully support the idea of affordable housing and believe it is imperative that this next phase be a success.

Parking is a key issue for the affordable housing residents and our established veterinary businesses, Pet's Choice Veterinary Hospital and Sitka Veterinary Clinic. The SCLT has made a commitment to provide shared parking for the veterinary clinics as well as continue the access easement to our property. I do not feel that the current design allows for an adequate number of spaces. If parking were allowed on Halibut Point Road, this issue would be manageable. However, since there are no spaces for overflow, it is important to get things right with the design the first time.

One suggestion has been for veterinary clients to park at the north end of the Old City Shops. Because so many of our patients are sick or injured, we do not feel that this is an acceptable solution.

We ask that the planning commission carefully consider the parking issue before approving this design.

Victoria Vosburg, DVM
Burgess Bauder, DVM

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Victoria Vosburg, DVM
Pet's Choice Veterinary Hospital
Alaska Raptor Center Consulting Veterinarian
Sitka Mountain Rescue/Sitka Volunteer Fire Department Incident Management Team
Audubon Christmas Bird Count Coordinator

Samantha Pierson

From: Heidemann, Marie E (DOT) <marie.heidemann@alaska.gov>
Sent: Friday, March 17, 2017 12:47 PM
To: Samantha Pierson
Cc: Haynes, Emily R (DOT); Stevens, Mike A (DOT); Epstein, David B (DOT)
Subject: RE: Planning Commission Packet - March 21

Samantha,

DOT&PF Southcoast Region has no objection to the plat approval for Halibut Point Road Planned Unit Development (P 16-04), but please do remind the applicant that before construction begins driveway permits and calculations showing no impact to our drainage infrastructure will be required. It is advised to submit these permit requests and plan sets as early as possible to avoid project delays.

Thank you,

Marie Heidemann
Transportation Planner
ADOT&PF
465-1775

From: Samantha Pierson [mailto:samantha.pierson@cityofsitka.org]
Sent: Friday, March 17, 2017 12:02 PM
To: Bryan Bertacchi; Chris Duguay; Dan Tadic; David Longtin; Jeff Ankerfelt; KCAW; Maegan Bosak; Heidemann, Marie E (DOT); Mark Buggins; Mark Gorman; Michael Harmon; Michael Scarcelli; O'Neill Engineering; Pat Swedeen; Reuben Yerkes; Robin Koutchak; Ruth Joens; Sara Peterson; Sue - Sentinel; Wendy Lawrence
Subject: Planning Commission Packet - March 21

Good afternoon,

The March 21st Planning Commission packet is now available for download at <https://sitka.legistar.com/Calendar.aspx>.

Sam

Samantha Pierson
Planner I
City and Borough of Sitka
100 Lincoln Street
Sitka, AK 99835
(907) 747-1814

Samantha Pierson

From: Aleeta Bauder <a.l.bauder@att.net>
Sent: Monday, April 11, 2016 12:15 PM
To: Planning Department
Subject: April 19 2016 M P 16-04

April 19, 2016 M P 16-04 Sitka Community Land Trust
1306 HPR

From: Aleeta Bauder 1309 HPR

My comments and concerns are as follows:

I live directly across the street from lot 12 in this planned development. I believe in the 'Land Trust' concept, however, there **is not a turn lane** in this area and it is **dangerous** to turn into properties when crossing the oncoming lane. Traffic gets backed up while waiting to turn. Cars slow down or stop to turn and often get rear ended. There are many fender-benders in this area. My fence has been plowed into and crushed 3 times in the past several years. Also getting onto HPR is difficult during morning rush, at lunch hour and evening rush hour.

I have expressed my concerns to Randy Hughey, that I would like to see Mills Street punched through into the project area as a way to alleviate 'some' of the traffic problems.

Thank you for your service and attention to this matter ~ Aleeta Bauder

Samantha Pierson

From: Heidemann, Marie E (DOT) <marie.heidemann@alaska.gov>
Sent: Friday, April 15, 2016 11:41 AM
To: Samantha Pierson
Cc: Haynes, Emily R (DOT); Epstein, David B (DOT); Stevens, Mike A (DOT)
Subject: RE: New development on Halibut Point Road

Samantha,

Please accept these comments from ADOT&PF Southcoast Region:

- The development will require a driveway or approach road permit. As HPR is an arterial, only one access point would be allowed unless we can be convinced of an extenuating circumstance requiring more than one. The speed here is 30 mph and therefore the required sight distance is 200 ft.
- Site drains to DOT ROW, needs to show no adverse impact to DOT drainage structures

Thanks for the opportunity to comment.

Marie Heidemann
Transportation Planner
Southcoast Region, ADOT&PF
465-1775

From: Samantha Pierson [mailto:samantha.pierson@cityofsitka.org]
Sent: Thursday, April 14, 2016 9:07 AM
To: Heidemann, Marie E (DOT)
Cc: Haynes, Emily R (DOT); Epstein, David B (DOT)
Subject: RE: New development on Halibut Point Road

Marie,

I have attached the supporting documents for this proposal.

Sam

Samantha Pierson
Planner I
City and Borough of Sitka
100 Lincoln Street
Sitka, AK 99835
(907) 747-1814



CITY AND BOROUGH OF SITKA
 PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT
 GENERAL APPLICATION FORM

1. Request projects at least **FOURTEEN (14)** days in advance of next meeting date.
2. Review guidelines and procedural information.
3. Fill form out **completely**. No request will be considered without a completed form.
4. Submit all supporting documents and proof of payment.

APPLICATION FOR: VARIANCE CONDITIONAL USE
 ZONING AMENDMENT PLAT

BRIEF DESCRIPTION OF REQUEST: to create a Planned Unit Development
on the Old City shops property

PROPERTY INFORMATION:

CURRENT ZONING: R-2 PROPOSED ZONING (if applicable): _____
 CURRENT LAND USE(S): vacant* PROPOSED LAND USES (if changing): cottage neighborhood
 *devoted by referendum to affordable housing

APPLICANT INFORMATION:

PROPERTY OWNER: Sitka Community Land Trust
 PROPERTY OWNER ADDRESS: PO Box 6161
 STREET ADDRESS OF PROPERTY: 1306 HPR
 APPLICANT'S NAME: Randy Hughey
 MAILING ADDRESS: 220 Lakeview Dr., Sitka
 EMAIL ADDRESS: randyushughey@gmail DAYTIME PHONE: 738-2999

PROPERTY LEGAL DESCRIPTION:

TAX ID: 14707001 LOT: 1306 BLOCK: _____ TRACT: _____
 SUBDIVISION: Crit US SURVEY: _____


OFFICE USE ONLY			
COMPLETED APPLICATION		SITE PLAN	
NARRATIVE		CURRENT PLAT	
FEE		PARKING PLAN	

REQUIRED SUPPLEMENTAL INFORMATION:

- Completed application form
- Narrative
- Site Plan showing all existing and proposed structures with dimensions and location of utilities
- Proof of filing fee payment
- Proof of ownership
- Copy of current plat
- Topographic information (If Pertinent to Application)
- Landscape Plan (If Pertinent to Application)
- Drainage and Utility Plan (If Pertinent to Application)
- Parking Plan (For Conditional Use Permit)
- Floor Plan (For Conditional Use Permit)
- Three (3) copies of concept plat (For Plat)
- Plat Certificate from a title company (For Plat)

CERTIFICATION:

I hereby certify that I am the owner of the property described above and that I desire a planning action in conformance with Sitka General Code and hereby state that all of the above statements are true. I certify that this application meets SCG requirements to the best of my knowledge, belief, and professional ability. I acknowledge that payment of the review fee is non-refundable, is to cover costs associated with the processing of this application, and does not ensure approval of the request. I understand that public notice will be mailed to neighboring property owners and published in the Daily Sitka Sentinel. I further authorize municipal staff to access the property to conduct site visits as necessary.



Owner



Date

Applicant (If different than owner)

Date

February 21, 2017 Planning Commission Meeting

Sitka Community Land Trust
Old City Shops Cottage Neighborhood
Conceptual Plans Narrative

The enclosed neighborhood designs represent significant changes from the plans which were approved in 2016. As such, we decided it best to present them to the Planning Commission again.

Specifically:

- There are seven houses rather than six in this plat
- We are asking for approval of 1.5 parking spaces per home (11 spaces for 7 houses)
- We have arranged the parking to provide more spaces nearer houses
- This parking arrangement will require a temporary 40' parking access easement
- The plat indicates a proposed land sale or lease for parking at the Vet clinic

The packet includes some home designs. Please view these as conceptual only. We are working to refine the designs for balance between affordability, livability, and visual appeal.

The plat revisions have been done by Ben Kraft of NorthWind Architects.

Narrative for Planning Application Form

March 21, 2016

The Old City Shops property has been devoted to affordable housing by referendum. The first of three parcels making up the property, lot 1306, has been acquired by the Sitka Community Land Trust (SCLT) via ordinance 2015-56. It is the intention of SCLT to develop a 'cottage neighborhood' as per the concept described in the 5 page document attached.

Funding to install utilities, deal with water issues, and grade the site prior to construction of the houses is pending. The City Public Works and Water departments have been consulted on the conceptual design.

It is the hope of the Sitka Community Land Trust that the 'dirt work' on this site can be begun in the summer of 2016 and actual home construction can begin in the fall.

Randy Hughey, President, SCLT

Sitka Community Land Trust
Planned Unit Development
1306 Halibut Point Road

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2015-56

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA (CBS) AUTHORIZING THE TRANSFER/SALE OF A PORTION OF CITY AND BOROUGH OF SITKA'S "OLD CITY SHOPS" PROPERTY LOCATED AT 1306 HALIBUT POINT ROAD FOR AN AFFORDABLE HOUSING PROJECT THAT IS NOT SUBJECT TO COMPETITIVE BID AND IS AVAILABLE TO ALL REGARDLESS OF ETHNICITY TO THE SITKA COMMUNITY DEVELOPMENT CORPORATION (SCDC)

1. **CLASSIFICATION.** This ordinance is not of a permanent nature and is not intended to become a part of the Sitka General Code.

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.** On October 3, 2006 a majority of qualified voters of the municipality authorized the disposal of the "Old City Shops" property located at 1306, 1410 and 1414 Halibut Point Road for an affordable housing project without being subject to competitive bid, as previously required by Ordinance 2000-1584, and that will be available to all regardless of ethnicity. Sitka Community Development Corporation will gain ownership of Parcel 1306, along with durable affordability controls over the resale of any home built on that land, ensuring that the subsidized homes remain affordable for generations to come. Sitka has made both a social priority of promoting affordable home ownership and a fiscal priority of protecting the public's investment in affordable housing.


This ordinance authorizes and specifies the terms of the land transfer/sale; and 1) makes this parcel of CBS land available for an affordable home project; and, 2) ensures this parcel remains available for affordable housing in the future. The Municipality and the Sitka Community Development Corporation are cooperating in this pilot project. Parcels 1410 and 1414 will be transferred/sold by similar ordinance to SCDC at a future date, pending clear demonstration by SCDC that they are able to use such parcels consistent with the October 3, 2006 vote.


4. **ENACTMENT.** NOW, THEREFORE, BE IT ENACTED by the Assembly of the City and Borough of Sitka that:

- A. The transfer/sale of the "Old City Shops" property located at 1306, Halibut Point Road to SCDC is hereby authorized.
- B. This transfer/sale will allow for a cooperative project that results in promoting permanently affordable home ownership by placing affordable homes on the market as proposed by the grantee Sitka Community Development Corporation. Therefore sale by noncompetitive bid is found to be appropriate, as was authorized by vote of the citizens in 2006.
- C. The sale price is \$1.00 for Parcel 1306. This price reflects that the Municipality significantly benefits through other means in this transaction.

- D. SCDC acknowledges that prior use of this parcel resulted in chemical contamination of the soil, and a 2008 study, adopted by the State of Alaska, Division of Spill Prevention and Response Contaminated Sites Program found, absent any newly discovered evidence in the future, the property was cleared for redevelopment. SCDC is fully informed of this report and assumes the cost of any further testing, if necessary, and assumes all risk associated with said contamination history of this parcel.
- E. Upon payment of purchase price the administrator is authorized to execute documents necessary to convey Parcel 1306 subject to final platting of the lot to ensure no encroachment on city assets or existing utility easements.
- F. The Buyer is responsible for all recording fees and costs.
- G. It is the intent of both parties that Parcels 1410 and 1414 will be similarly sold/transferred at a future date, pending clear demonstration by SCDC that they will be able to use Parcels 1410 and 1414 in a way consistent with the October 3, 2006 vote.
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 24th day of November, 2015.


Matthew Hunter, Deputy Mayor

ATTEST: 
Sara Peterson, CMC
Municipal Clerk

1st reading 11/10/15
2nd reading 11/24/15



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 public hearing during a regular meeting scheduled Tuesday, May 9, 2017 on the following items:

- A. Public hearing and consideration of a land lease for 725 Siginaka Way. The property is also known as US Survey 3377. The applicants are William Akan and April Wheldon. The owner of record is the City and Borough of Sitka.
- B. Public hearing and consideration of a final plat for a planned unit development at 1306 Halibut Point Road, submitted by Sitka Community Land Trust. The property is also known as Lot 1A of Little Critter Subdivision. The request is filed by Sitka Community Land Trust. The owner of record is the Sitka Community Development Corporation.

The Assembly may take action on May 9, 2017. The Assembly meeting will begin at 6:00 pm at 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.

Parcel ID: 14635000
BRUCE/SEPTEMBER HORTON
HORTON, SEPTEMBER, M.
P.O. BOX 2491
SITKA AK 99835-2491

Parcel ID: 14640000
EDMON/ADORA DUMAG
DUMAG, EDMON/ADORA
1404 JOHNSTON ST
SITKA AK 99835

Parcel ID: 14645000
RICHARD RICHTER
RICHTER, RICHARD, W.
1211 EDGE CUMBE DR
SITKA AK 99835

Parcel ID: 14647000
VICTORIA HAY
HAY, VICTORIA
P.O. BOX 416
SITKA AK 99835-0416

Parcel ID: 14650000
PATRICIA WHITE
WHITE, PATRICIA, D.
117 GRANITE CREEK RD
SITKA AK 99835

Parcel ID: 14655000
LEE/CHRISTINA KRAUSE
KRAUSE, LEE, E./CHRISTINA, C.
P.O. BOX 1150
SITKA AK 99835-1150

Parcel ID: 14660000
LEE/TINA KRAUSE
KRAUSE, LEE/TINA
P.O. BOX 1150
SITKA AK 99835-1150

Parcel ID: 14680000
ROBERT WOOLSEY
WOOLSEY, JR., ROBERT, B.
1301 EDGE CUMBE DR
SITKA AK 99835

Parcel ID: 14685000
HENRY/DEBORAH OWEN
OWEN, HENRY, M./DEBORAH, J.
775 SE B STREET
MADRAS OR 97741-9710

Parcel ID: 14690000
GARY/TAMARA PERENSOVICH
PERENSOVICH, GARY, L./TAMARA, L.
1305 EDGE CUMBE DR
SITKA AK 99835

Parcel ID: 14695000
AUSTIN/KATHLEEN INMAN
INMAN, AUSTIN/KATHLEEN
1307 EDGE CUMBE DR, #A
SITKA AK 99835

Parcel ID: 14700000
JURCZAK SHEA REVOCABLE TRUST
JURCZAK SHEA REV. TRUST
1309 EDGE CUMBE DR.-UP
SITKA AK 99835

Parcel ID: 14705000
SCHAUWECKER FAMILY TRUST
SCHAUWECKER, GERALD, L./SHERON,
A.
1310 EDGE CUMBE DR.
SITKA AK 99835

Parcel ID: 14707001
SITKA COMMUNITY DEVELOPMENT
CORP.
SITKA COMMUNITY DEVELOPMENT
CORP.
P.O. BOX 6461
SITKA AK 99835-6461

Parcel ID: 14707002
R. BURGESS/VICT BAUDER/VOSBURG
BAUDER, BURGESS & VOSBURG,
VICTORIA
1300 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 14709000
CITY & BOROUGH OF SITKA
OLD CITY SHOPS
C/O OF SITKA
100 LINCOLN ST
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100 LINCOLN ST
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Parcel ID: 14715000
WILLIAM/CARIN ADICKES
ADICKES, WILLIAM, F./CARIN, S.
1401 EDGE CUMBE DR
SITKA AK 99835

Parcel ID: 14720000
MATTHEW/JULIEAN STROEMER
STROEMER, MATTHEW/JULIEANNE
1403 EDGE CUMBE DR
SITKA AK 99835

Parcel ID: 14725000
HARVEY/DORA NEWPORT
NEWPORT, HARVEY, E./DORA, P.
1405 EDGE CUMBE DRIVE.
SITKA AK 99835

Parcel ID: 14730000
PERRY/MARY BROCHAT
BROCHAT, PERRY/THORSEN-
BROCHAT, MARY
1407 EDGE CUMBE DR
SITKA AK 99835

Parcel ID: 14765000
RENA SNYDER
SNYDER, RENA, H.
207 MILLS ST
SITKA AK 99835

Parcel ID: 14770000
SAUL/ALICE SCHOENENBERGER
SCHOENENBERGER, SAUL/ALICE
209 MILLS ST
SITKA AK 99835

Parcel ID: 15760000
DEE LONGENBAUGH REVOCABLE
TRUST
C/O BETSY LONGENBAUGH
DEE LONGENBAUGH REVOCABLE
TRUST
319 B ST

Parcel ID: 15761000
DEE LONGENBAUGH REVOCABLE
TRUST
C/O BETSY LONGENBAUGH
DEE LONGENBAUGH REVOCABLE
TRUST
319 B ST

Parcel ID: 15773000
ROY/DORIS BAILEY
BAILEY, DORIS, M.
P.O. BOX 953
SITKA AK 99835-0953

Parcel ID: 15800000
TIMOTHY/CHERYL LOBDELL
LOBDELL, TIMOTHY & CHERYL
225 LAKEVIEW DR
SITKA AK 99835

Parcel ID: 15805000
J.L. RENTALS, LLC
J.L. RENTALS, LLC
112 SAND DOLLAR DR
SITKA AK 99835

Parcel ID: 15810000
JOAN/CHRIS GIANOTTI
GIANOTTI, JOAN & CHRIS
3831 KILLEWICH ST
JUNEAU AK 99801

Parcel ID: 15815000
ALEETA BAUDER
BAUDER, ALEETA, L.
1309 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 15820000
RICHARD/VICTORI BAUDER/VOSBURG
BAUDER, BURGESS/VOSBURG,
VICTORIA
1300 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 15850000
CANDI BARGER
BARGER, CANDI, C.
P.O. BOX 365
SITKA AK 99835-0365

Parcel ID: 15840000
JON SHENNETT
SHENNETT, JON, M.
P.O. BOX 1106
SITKA AK 99835-1106

Parcel ID: 15852000
CANDACE BARGER
BARGER, CANDACE, C.
P.O. BOX 365
SITKA AK 99835-0365

Parcel ID: 15845000
KERMIT WHITTEMORE
WHITTEMORE, KERMIT
P.O. BOX 264
SITKA AK 99835-0264

Parcel ID: 15855000
KAREN GRUSSENDORF REVOCABLE
TRUST
GRUSSENDORF, KAREN, S.
1221 HALIBUT POINT RD
SITKA AK 99835

Assembly Mailing
April 28, 2017

Parcel ID: 14645000
RICHARD RICHTER
RICHTER, RICHARD, W.
1211 EDGE CUMBE DR
SITKA AK 99835

Parcel ID: 14647000
VICTORIA HAY
HAY, VICTORIA
P.O. BOX 416
SITKA AK 99835-0416

Parcel ID: 14650000
PATRICIA WHITE
WHITE, PATRICIA, D.
117 GRANITE CREEK RD
SITKA AK 99835

Parcel ID: 14680000
ROBERT WOOLSEY
WOOLSEY, JR., ROBERT, B.
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Parcel ID: 14685000
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775 SE B STREET
MADRAS OR 97741-9710

Parcel ID: 14690000
GARY/TAMARA PERENSOVICH
PERENSOVICH, GARY, L./TAMARA, L.
1305 EDGE CUMBE DR
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Parcel ID: 14695000
AUSTIN/KATHLEEN INMAN
INMAN, AUSTIN/KATHLEEN
1307 EDGE CUMBE DR, #A
SITKA AK 99835

Parcel ID: 14700000
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Parcel ID: 14707001
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SITKA AK 99835-6461

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P&Z Mailing
April 7, 2017

Parcel ID: 14635000
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HAY, VICTORIA
P.O. BOX 416
SITKA AK 99835-0416

Parcel ID: 14650000
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WHITE, PATRICIA, D.
117 GRANITE CREEK RD
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LEE/CHRISTINA KRAUSE
KRAUSE, LEE, E./CHRISTINA, C.
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SITKA AK 99835-1150

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ADICKES, WILLIAM, F./CARIN, S.
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MATTHEW/JULIEAN STROEMER
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HARVEY/DORA NEWPORT
NEWPORT, HARVEY, E./DORA, P.
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Parcel ID: 14730000
PERRY/MARY BROSCHEAT
BROSCHEAT, PERRY/THORSEN-
BROSCHEAT, MARY
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SITKA AK 99835

Parcel ID: 14765000
RENA SNYDER
SNYDER, RENA, IL.
207 MILLS ST
SITKA AK 99835

Parcel ID: 14770000
SAUL/ALICE SCHOENENBERGER
SCHOENENBERGER, SAUL/ALICE
209 MILLS ST
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Parcel ID: 15761000
DEE LONGENBAUGH REVOCABLE
TRUST
C/O BETSY-LONGENBAUGH
DEE LONGENBAUGH REVOCABLE
TRUST
319 B ST

Parcel ID: 15773000
ROY/DORIS BAILEY
BAILEY, DORIS, M.
P.O. BOX 953
SITKA AK 99835-0953

Parcel ID: 15800000
TIMOTHY/CHERYL LOBDELL
LOBDELL, TIMOTHY & CHERYL
225 LAKEVIEW DR
SITKA AK 99835

Parcel ID: 15805000
J.L. RENTALS, LLC
J.L. RENTALS, LLC
112 SAND DOLLAR DR
SITKA AK 99835

Parcel ID: 15810000
JOAN/CHRIS GIANOTTI
GIANOTTI, JOAN & CHRIS
3831 KILLEWICH ST
JUNEAU AK 99801

Parcel ID: 15815000
ALEETA BAUDER
BAUDER, ALEETA, L.
1309 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 15820000
RICHARD/VICTORI BAUDER/VOSBURG
BAUDER, BURGESS/VOSBURG,
VICTORIA
1300 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 15850000
CANDI BARGER
BARGER, CANDI, C.
P.O. BOX 365
SITKA AK 99835-0365

Parcel ID: 15840000
JON SHENNETT
SHENNETT, JON, M.
P.O. BOX 1106
SITKA AK 99835-1106

Parcel ID: 15852000
CANDACE BARGER
BARGER, CANDACE, C.
P.O. BOX 365
SITKA AK 99835-0365

Parcel ID: 15845000
KERMIT WHITTEMORE
WHITTEMORE, KERMIT
P.O. BOX 264
SITKA AK 99835-0264

Parcel ID: 15855000
KAREN GRUSSENDORF REVOCABLE
TRUST
GRUSSENDORF, KAREN, S.
1221 HALIBUT POINT RD
SITKA AK 99835

P&Z Mailing
March 10, 2017

Parcel ID: 14635000
BRUCE/SEPTEMBER HORTON
HORTON, SEPTEMBER, M.
P.O. BOX 2491
SITKA AK 99835-2491

Parcel ID: 14640000
EDMON/ADORA DUMAG
DUMAG, EDMON/ADORA
1404 JOHNSTON ST
SITKA AK 99835

Parcel ID: 14645000
RICHARD RICHTER
RICHTER, RICHARD, W.
1211 EDGE CUMBE DR
SITKA AK 99835

Parcel ID: 14647000
VICTORIA HAY
HAY, VICTORIA
P.O. BOX 416
SITKA AK 99835-0416

Parcel ID: 14650000
PATRICIA WHITE
WHITE, PATRICIA, D.
117 GRANITE CREEK RD
SITKA AK 99835

Parcel ID: 14655000
LEE/CHRISTINA KRAUSE
KRAUSE, LEE, E./CHRISTINA, C.
P.O. BOX 1150
SITKA AK 99835-1150

Parcel ID: 14660000
LEE/TINA KRAUSE
KRAUSE, LEE/TINA
P.O. BOX 1150
SITKA AK 99835-1150

Parcel ID: 14680000
ROBERT WOOLSEY
WOOLSEY, JR., ROBERT, B.
1301 EDGE CUMBE DR
SITKA AK 99835

Parcel ID: 14685000
HENRY/DEBORAH OWEN
OWEN, HENRY, M./DEBORAH, J.
775 SE B STREET
MADRAS OR 97741-9710

Parcel ID: 14690000
GARY/TAMARA PERENSOVICH
PERENSOVICH, GARY, L./TAMARA, L.
1305 EDGE CUMBE DR
SITKA AK 99835

Parcel ID: 14695000
AUSTIN/KATHLEEN INMAN
INMAN, AUSTIN/KATHLEEN
1307 EDGE CUMBE DR, #A
SITKA AK 99835

Parcel ID: 14700000
PETER/MARGARET JURCZAK/SHEA
JURCZAK, PETER/SHEA, MARGARET
1309 EDGE CUMBE DR.-UP
SITKA AK 99835

Parcel ID: 14705000
SCHAUWECKER FAMILY TRUST
SCHAUWECKER, GERALD, L./SHERON,
A.
1310 EDGE CUMBE DR.
SITKA AK 99835

Parcel ID: 14707001
SITKA COMMUNITY DEVELOPMENT
CORP.
SITKA COMMUNITY DEVELOPMENT
CORP.
P.O. BOX 6461
SITKA AK 99835-6461

Parcel ID: 14707002
R. BURGESS/VICT BAUDER/VOSBURG
BAUDER, BURGESS & VOSBURG,
VICTORIA
1300 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 14709000
CITY & BOROUGH OF SITKA
OLD CITY SHOPS
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 14711000
CITY & BOROUGH OF SITKA
OLD STATE SHOPS
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 14715000
WILLIAM/CARIN ADICKES
ADICKES, WILLIAM, F./CARIN, S.
1401 EDGE CUMBE DR
SITKA AK 99835

Parcel ID: 14720000
MATTHEW/JULIEAN STROEMER
STROEMER, MATTHEW/JULIEANNE
1403 EDGE CUMBE DR
SITKA AK 99835

Parcel ID: 14725000
HARVEY/DORA NEWPORT
NEWPORT, HARVEY, E./DORA, P.
1405 EDGE CUMBE DRIVE.
SITKA AK 99835

Parcel ID: 14730000
PERRY/MARY BROSCHEAT
BROSCHEAT, PERRY/THORSEN-
BROSCHEAT, MARY
1407 EDGE CUMBE DR
SITKA AK 99835

Parcel ID: 14765000
RENA SNYDER
SNYDER, RENA, H.
207 MILLS ST
SITKA AK 99835

Parcel ID: 14770000
SAUL/ALICE SCHOENENBERGER
SCHOENENBERGER, SAUL/ALICE
209 MILLS ST
SITKA AK 99835

Parcel ID: 15760000
DEE LONGENBAUGH REVOCABLE
TRUST
DEE LONGENBAUGH REVOCABLE
TRUST
808 DIXON ST
JUNEAU AK 99801

Parcel ID: 15761000
DEE LONGENBAUGH REVOCABLE
TRUST
DEE LONGENBAUGH REVOCABLE
TRUST
808 DIXON ST
JUNEAU AK 99801

Parcel ID: 15773000
ROY/DORIS BAILEY
BAILEY, DORIS, M.
P.O. BOX 953
SITKA AK 99835-0953

Parcel ID: 15800000
RANCE DAILEY
DAILEY, RANCE, J.
5924 HOGAN DR
WEED CA 96094-9214

Parcel ID: 15805000
J.L. RENTALS, LLC
J.L. RENTALS, LLC
112 SAND DOLLAR DR
SITKA AK 99835

Parcel ID: 15810000
JOAN/CHRIS GIANOTTI
GIANOTTI, JOAN & CHRIS
3831 KILLEWICH ST
JUNEAU AK 99801

Parcel ID: 15815000
ALEETA BAUDER
BAUDER, ALEETA, L.
1309 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 15820000
RICHARD/VICTORI BAUDER/~~VOSBURG~~
BAUDER, BURGESS/~~VOSBURG~~,
VICTORIA
~~1300 HALIBUT POINT RD~~
SITKA AK 99835

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CANDI BARGER
BARGER, CANDI, C.
P.O. BOX 365
SITKA AK 99835-0365

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JON SHENNETT
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P.O. BOX 365
SITKA AK 99835-0365

Parcel ID: 15845000
KERMIT WHITTEMORE
WHITTEMORE, KERMIT
P.O. BOX 264
SITKA AK 99835-0264

Parcel ID: 15855000
KAREN GRUSSENDORF REVOCABLE
TRUST
GRUSSENDORF, KAREN, S.
1221 HALIBUT POINT RD
SITKA AK 99835

P&Z Mailing
February 15, 2017