



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

Date: March 21, 2016

To: Planning Commission

From: Samantha Pierson, Planner I

Re: CU 13-03 Annual Review of a Bulk Fuel Facility at 5309 Halibut Point Road

GENERAL INFORMATION

Applicant: Delta Western

Property Owner: Samson Tug & Barge Co. Inc.

Property Address: 5309 Halibut Point Road

Legal Description: A 1.29 acre portion of Lot 5,
US Survey 3670, as shown on the property lease plat
recorded as Plat 84-7

Parcel ID Number: 26025000

Size of Existing Lot: US Survey 3670

Zoning: WD

Existing Land Use: Industrial

Utilities: Full city services

Access: Halibut Point Road

Surrounding Land Use: Industrial, Commercial, Recreational, Residential

MEETING FLOW

- Report from Staff
- Applicant comes forward
- Applicant identifies him/herself – provides comments
- Commissioners ask applicant questions
- Staff asks applicant any questions
- Floor opened up for Public Comment
- Applicant has opportunity to clarify or provide additional information
- Comment period closed - brought back to the board
- Findings
- Motion of Recommendation

ATTACHMENTS

Attachment A: Vicinity Map

Attachment B: Aerial Vicinity Map

Attachment C: Parcel Pictures

Attachment D: Update Document

Attachment E: Approved Application

Attachment F: Subdivision Plat

Attachment G: Zoning Map

Attachment H: Flood Zone Map

Attachment I: Mailing List

Attachment J: Warranty Deed

Delta Western was approved for a conditional use permit for a bulk fuel facility at 5309 Halibut Point Road on October 8, 2013. The property is zoned WD. According to the applicant, “the fuel facility consists of 4 tanks capable of containing unleaded motor and diesel fuels, Aviations gasoline, and Jet fuel, a truck loading facility, the required containment for both, and a small office building to house monitoring equipment and emergency wash facilities.” The conditions of approval required one annual review. Review has not taken place, so we are addressing that at this meeting.

The conditional use permit issued in 2013 had the following conditions:

1. The project be completed in conformance with the plans submitted in the conditional use application to the Planning Commission;
2. Prior to the activation of the conditional use permit, the operator of the facility shall certify to the Municipality, in writing, that all necessary permits have been received including but not limited to:
 - a. State of Alaska driveway permits for the configuration shown in the application;
 - b. All Alaska Department of Environmental Conservation permits;
 - c. State Fire Marshall approval;
 - d. City and Borough of Sitka Building permits;
 - e. Any other permits considered necessary by the Planning Department;
3. 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;
4. The applicant recognizes that other permits, not specifically mentioned by the municipality, may be required by state or federal agencies;
5. The applicant shall provide a narrative on the status of the operations nine months after the activation of the conditional use permit;
6. 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 the 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;
7. The Assembly, at its discretion, may complete an annual review if any issues are not satisfactorily resolved at the Planning Commission level.
8. That the project will be completed in conformance to the plans submitted; and
9. That the project be operated in conformance with the narrative;
10. The applicant shall provide by September 27, 2013, a narrative that clarifies the request and includes; an updated timetable, list of the range of uses for the fuel facility, and amended to add that fuel distribution will be to a range of residential and commercial locations;
11. The municipality recognizes the offices for the facility will be shared with Samson Tug and Barge, Inc. in a facility that is not shown on the site plan.

At this meeting, we'll take any public comment and provide the opportunity for any

commissioner's questions. As of the date this report was written, staff have not received any comments on the facility. The primary objective of the meeting is to determine if there are steps that need to be taken to mitigate effects of the support facility on adjacent properties.

This is the final scheduled annual review. The metal welding and fabrication business will now only come before the board on an as needed basis.

Recommendation

Move to approve the final 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.