



# CITY AND BOROUGH OF SITKA

## Meeting Agenda - Final

### Planning Commission

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Wednesday, September 15, 2021

6:30 PM

Harrigan Centennial Hall

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I. CALL TO ORDER AND ROLL CALL

II. CONSIDERATION OF THE AGENDA

III. CONSIDERATION OF THE MINUTES

A [PM 21-21](#) Approve the August 18, 2021 meeting minutes.

**Attachments:** [21-August 18 2021 DRAFT](#)

IV. PERSONS TO BE HEARD

*(Public participation on any item off the agenda. All public testimony is not to exceed 3 minutes for any individual, unless the Chair imposes other time constraints at the beginning of the agenda item.)*

V. PLANNING DIRECTOR'S REPORT

VI. REPORTS

VII. THE EVENING BUSINESS

B [LM 21-01](#) Public hearing and consideration of a tidelands lease request for municipal tidelands immediately adjacent to 1406 Sawmill Creek Road in the WD - Waterfront district. The lots are also known as All of ATS 1327 Tract A and a portion of ATS 1327 Tract B. The request is filed by Thomas Williamson. The owners of record are Sharon and Lisa Williamson.

**Attachments:** [LM 21-01 Williamson 1406 SMC ATS 1327 Tracts A and B Tidelands Lease](#)  
[LM 21-01 Williamson 1406 SMC ATS 1327 Tracts A and B Tidelands Lease](#)  
[LM 21-01 Williamson 1406 SMC ATS 1327 Tracts A and B Tidelands Lease](#)  
[LM 21-01 Williamson 1406 SMC ATS 1327 Tracts A and B Tidelands Lease](#)  
[LM 21-01 Williamson 1406 SMC ATS 1327 Tracts A and B Tidelands Lease](#)  
[LM 21-01 Williamson 1406 SMC ATS 1327 Tracts A and B Tidelands Lease](#)  
[LM 21-01 Williamson 1406 SMC ATS 1327 Tracts A and B Tidelands Lease](#)

**C**      [MISC 21-09](#)      Discussion/Direction on Short-Term Tourism Plan

**Attachments:**   [Staff Memo](#)

*Discussion to include downtown traffic and congestion mitigation for the 2022 visitor season.*

**VIII.      ADJOURNMENT**

*NOTE: More information on these agenda items can be found at <https://sitka.legistar.com/Calendar.aspx> or by contacting the Planning Office at 100 Lincoln Street. 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 [planning@cityofsitka.org](mailto:planning@cityofsitka.org), or faxed to (907) 747-6138. Those with questions may call (907) 747-1814.*

*Publish: September 10, 13*



# CITY AND BOROUGH OF SITKA

## Minutes - Draft

### Planning Commission

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Wednesday, August 18, 2021

7:30 PM

Harrigan Centennial Hall

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#### I. CALL TO ORDER AND ROLL CALL

Present: Chris Spivey (Chair), Stacy Mudry, Wendy Alderson, Katie Riley, Thor Christianson (Assembly Liaison)  
Absent: Darrell Windsor (Excused)  
Staff: Amy Ainslie, Ben Mejia  
Public: Hedy Hodges, Nancy Young, John Leach, Bridget Kauffman, Ted Laufenberg, Jim Brennan, Melinda Hofstad, Dawn Young, Fenton Allen, Emily Pearce, John Pearce

**Chair Spivey called the meeting to order at 7:30pm.**

#### II. CONSIDERATION OF THE AGENDA

#### III. CONSIDERATION OF THE MINUTES

**A**     [PM 21-19](#)     Approve the August 4, 2021 meeting minutes.

**M-Mudry/S-Alderson moved to approve the August 4, 2021 meeting minutes. Motion passed 4-0 by voice vote.**

**B**     [PM 21-20](#)     Approve the August 4, 2021 special meeting minutes.

**M-Mudry/S-Alderson moved to approve the August 4, 2021 special meeting minutes. Motion passed 4-0 by voice vote.**

#### IV. PERSONS TO BE HEARD

#### V. PLANNING DIRECTOR'S REPORT

Ainslie explained that there was no tourism planning special meeting scheduled for the evening, Ainslie informed the Commission that the planning effort was a little ahead of schedule and that staff would inform the Commission of the next tourism planning meeting, likely to be scheduled for September 1.

Ainslie informed the Commission that the Public Works and Planning Departments would meet with the Department of Transportation on the Sawmill Creek Road project.

Ainslie noted that Commissioner Mudry stated that she would be away on September 1, and asked Commissioners if there were any other planned absences. The Commission did not identify any other scheduling conflicts.

**VI. REPORTS****VII. THE EVENING BUSINESS****C**      [CUP 21-12](#)

Public hearing and consideration of a request for a conditional use permit for a short-term rental at 1206B Edgumbe Drive, in the R-1 single-family and duplex residential district. The property is also known as Lot 9, Block 20, Northwest Addition, U.S. Survey 3303 A&B. The request is filed by Hedy Hodges. The owners of record are Mark and Hedy Hodges.

Ainslie introduced the proposal for a short-term rental in a 1 bedroom, 1 bathroom apartment in a duplex at 1206B Edgumbe Drive. Ainslie noted that given the small size of the unit, it was unlikely that more than 1 vehicle would be utilized for the rental, though Ainslie recognized adequate space was available in the driveway to provide at least 4 off-street parking spaces. Ainslie explained that the renter had instructed renters to use street parking. Ainslie identified the property's approximate 75' distance from the front property line, mature trees and vegetation on site, and fencing on the south side of the property as buffers from surrounding uses. Ainslie informed the Commission that, as this was the primary residence of the applicants, potential adverse impacts such as noise and odor could be managed or mitigated by the owner. Staff recommended approval.

The applicant, Hedy Hodges, was present. Spivey asked if the applicant had considered using the property for long-term rental. Hodges replied that they had considered longer-term rental of the space but intended to use the space for family to assist with child care, and the use of short-term rental would occur when family was not in-town to help pay the mortgage cost.

Alderson noted that the garbage cans were currently on the side of the house, and expressed concern of attracting bears. Hodges replied that they could keep the garbage cans in the garage.

Alderson expressed her wish for more long-term rentals but commented that having the owners on-site mitigated her concern.

**M-Mudry/S-Riley moved to approve the conditional use permit for a short-term rental at 1206B Edgumbe Drive in the R-1 Single-Family/Duplex District, subject to the attached conditions of approval. The property was also known as Lot 9, Block 20, Northwest Addition, U.S. Survey 3303 A&B. The request was filed by Hedy Hodges. The owners of record were Mark and Hedy Hodges. Motion passed 4-0 by voice vote.**

**M-Mudry/S-Riley moved to adopt and approve the required findings for conditional use permits as listed in the staff report. Motion passed 4-0 by voice vote.**

**D**      [VAR 21-14](#)

Public hearing and consideration of a request for a variance to reduce the front setback from 10' to 0', the side setback from 9' to 5', and the rear setback from 8' to 0' at 2625 Halibut Point Road, in the R-2 MHP Multifamily and Mobile Home District. The property is also known as

Portion 3 of Lot L, U.S. Survey 2750. The request is filed by Nancy Young. The owner of record is Whitcomb Properties, LLC.

Ainslie introduced the proposal to reduce the front, rear, and side setbacks at 2625 Halibut Point Road to facilitate placement of a manufactured home with deck and shed on a space within the existing trailer court.

Ainslie explained that the reduction to the front setback from 10' to 0' was for the placement of a 10'x12' shed and the dwelling itself would not encroach upon the 10' setback. Ainslie identified the over 20' of space from the paved right-of-way to the front property line and the steep grade change from the road to the property as impact-mitigating buffers.

Ainslie explained the proposed reduction of the side setback from 9' to 5' was to facilitate the placement of the structure and provide access and parking on the northern portion of the lot. Ainslie explained that the side setback was 9' because the lot did not maintain 9' on the northern side property line, as was typically expected in zones with split side setbacks.

Ainslie explained the proposal to reduce the rear setback from 8' to 0' to allow for the placement of a deck on the waterside of the dwelling. Ainslie noted that while the proposal was to build the deck to 0' from the property line, approximately 18' of fill separated the rear property line and the tideland area.

Ainslie described the proposal as providing a new housing opportunity that was well buffered from surrounding uses. Staff recommended approval.

Nancy Young, the applicant, was present. Young explained that the proposed space in the trailer court had previously been used for storage and that granting of the setback reductions would help the placement of a structure for prospective buyers. Having no further questions, the Commission excused the applicant. The Commission voiced their approval of the application.

**M-Alderson/S-Mudry moved to approve the zoning variance for reductions to the setbacks at 2625 Halibut Point Road in the R-2 MHP Multifamily and Mobile Home District subject to the attached conditions of approval. The property was also known as Portion 3 of Lot L, U.S. Survey 2750. The request was filed by Nancy Young. The owner of record was Whitcomb Properties, LLC. Motion passed 4-0 by voice vote.**

**M-Alderson/S-Mudry moved to adopt and approve the required findings for variances involving major structures or expansions as listed in the staff report. Motion passed 4-0 by voice vote.**

**E**      [ZA 21-01](#)

Public hearing and consideration of a request for a zoning map amendment to rezone 4951 Halibut Point Road from R-1 single-family and duplex residential district to R - Recreation district. The property is also known as a portion of Lot 1, USS 3670. The request is filed by City and Borough of Sitka. The owner of record is City and Borough of Sitka.

Ainslie introduced the proposal to change the 17 acre lot at 4951 Halibut Point Road from R-1 single-family and duplex residential district to R - Recreation zoning. Ainslie described the site as a undeveloped and heavily wooded municipally-owned site with varying topography included in the No Name Mountain Master Plan. Ainslie noted that

the No Name Mountain Master Plan had identified high-end residential or for a recreation venture due to the high cost of site preparation and development.

Ainslie explained that a Request For Information (RFI) for the site had been issued in the summer of 2020 to gauge market interest with the Request For Proposal (RFP) issued over the winter of 2020-2021 with only one response to the RFP from Shee Atiká Incorporated and Adventure Sitka for a commercial recreation development.

Ainslie explained that the R-1 zoning designation was often used as a holding designation for future land use. Ainslie described the intent of the Recreation zone and explained that the appropriate designation of the zoning should be evaluated for long-term public benefit to accrue from the protection offered by the designation. Ainslie noted that the area had recreational value, that while there was not existing recreation zoning nearby the lot was of substantial size and would serve to buffer for nearby residential and commercial uses, and the proposal was consistent with the No Name Mountain Master Plan identified best use of the land and Comprehensive Plan action item ED 6.5 and PTR 6.1 to support the visitor industry and the commercial use of recreational facilities. Staff recommended approval.

John Leach, who represented the applicant, was present. Leach explained that of the possible zones to allow for the proposed development, recreation was the preferred outcome. Leach informed the Commission that the property was to be leased with a 20 year base term with option to renew for 10 years. Riley asked what happened to site developments after the lessee no longer held the lease. Leach explained that it would become the property of the lease holder and that the city would work with the lessee for removal as needed with safety as a top concern.

Ainslie read public comment from Heather Meuret, who voiced disapproval of the proposal and would rather have seen the land used for residential development.

Alderson voiced concern over the designation of recreation for a privately operated site and asked if there was public access. Ainslie replied the 100' access easement along the water accessed by a 50' access easement. The Commission voiced their approval of the proposal.

**M-Mudry/S-Riley moved to recommend approval of the zoning map amendment to rezone 4951 Halibut Point Road R-1 single-family and duplex residential district to the R recreation district. The property was also known as A portion of Lot 1, US Survey 3670. The request was filed by the City and Borough of Sitka. The owner of record was the City and Borough of Sitka. Motion passed 4-0 by voice vote.**

**M-Mudry/S-Riley moved to adopt the findings as listed in the staff report. Motion passed 4-0 by voice vote.**

**F**      [ZA 21-02](#)

Public hearing and consideration of a zoning text amendment to Title 22 of the Sitka General Code to amend permitted and conditional uses in the R - Recreation district. The request is filed by City and Borough of Sitka and Baranof Property Owners Association.

Ainslie introduced the proposal for a zoning text amendment for the Recreation district to allow eating and drinking places, amusement and entertainment, outdoor amphitheater, resort, utility facilities, and public water supply facilities as conditional uses. Ainslie stated that the proposal expanded options for light commercial uses in the Recreation district while allowing for public consideration of the new uses. Ainslie

noted that the application had been used to address proposed changes for Baranof Property Owners Association (BPOA) of Baranof Warm Springs as well as the proposed use of 4951 Halibut Point Road. Staff recommended approval.

Christianson excused himself at 8:16pm.

John Leach was present, as applicant representative for the City and Borough of Sitka. Leach commented that the proposed changes were in keeping with the intent of Recreation zoning and allowed for development of the 4951 Halibut Point Road property. Ted Loffenburg was present as one the applicants for BPOA. Loffenburg noted that the Conditional Use Permit process allowed for residents to be notified and a public process to occur for changes to Baranof Warm Springs.

The Commission opened the floor for public comment.

Jim Brennan, Melinda Hofstad, Dawn Young, Bridget Loffenburg, Fenton Allen, and John Pearce voiced their support for the proposal. Ainslie read submitted public comment from Barbara Morse, Stephen Morse, and Mike Trotter who also voiced support of the proposal. Riley asked for use definitions to be included. Ainslie responded that uses definitions could be provided as needed at a later date, to which Riley agreed. The Commission voiced their approval of the proposal.

**M-Riley/S-Alderson moved to recommend approval of the zoning text change to amend Title 22 of the Sitka General Code, amending permitted and conditional uses in the Recreation district as listed in the staff report. Motion passed 4-0 by voice vote.**

## **VIII. ADJOURNMENT**

Seeing no objections, Chair Spivey adjourned the meeting at 8:44pm.



# City and Borough of Sitka

PROVIDING FOR TODAY...PREPARING FOR TOMORROW

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*A Coast Guard City*

## **Planning and Community Development Department**

### **AGENDA ITEM:**

Case No: LM 21-01  
Proposal: Tidelands Lease  
Applicant: Thomas Williamson  
Owner: Sharon and Lisa Williamson  
Location: 1406 Sawmill Creek Road  
Legal: All of Tract A, ATS 1327 and a portion of Tract B, ATS 1327  
Zone: WD Waterfront district  
Size: Lease area: 15,634 square feet  
Parcel ID: 3-0500-000  
Existing Use: Commercial  
Adjacent Use: Commercial and residential  
Utilities: Existing  
Access: Uplands – via Sawmill Creek Road, tidelands adjacent to uplands property

### **KEY POINTS AND CONCERNS:**

1. Competitive bidding is not required as the applicants are the upland property owners.
2. Future permitting procedures will govern development within the lease area (construction, dock, etc.). Plans at this time for the lease areas are primarily boat storage.
3. Role of Planning Commission in this case is to examine the compatibility of the proposed land use, provide a public forum for public concerns, and make a recommendation to the Assembly on the request.

### **RECOMMENDATION:**

Staff recommends that the Planning Commission recommend approval of LM 21-01 to the Assembly.

### **ATTACHMENTS**

Attachment A: Aerial  
Attachment B: Lease Area  
Attachment C: Navigation Chart  
Attachment D: Photos  
Attachment E: Patent  
Attachment F: Applicant Materials



## **BACKGROUND**

The upland owners at 1406 Sawmill Creek Road have decided to sell the property. In the efforts to market it, feedback from potential buyers has been received (by both the property owner as well as the Planning Department) that access to the tidelands is desirable. Having a lease in place to transfer with the property appears to be the best way to facilitate ease of financing for a new owner and future development.

Approximately 77% of the tidelands in question are filled, with the remaining 23% being submerged. With a large amount of filled tidelands, the opportunities for development of structures, storage, or other uses are broad. A dock, boat lift, or other marine equipment/development could be possible on the submerged tidelands. However, the surrounding area is quite shallow and intertidal. Navigability in this area is limited to smaller vessels. Per SGC 22.12.050, all tidelands not shown as included within any zoning district are subject to all the regulations of the upland district immediately adjacent to the tidelands. In this case, that would be Waterfront zoning which offers a wide-range of residential, recreational, commercial, and industrial uses. Current plans are to maintain use of the property primarily for boat storage.

The State of Alaska transferred ownership of these tidelands to the City and Borough of Sitka (CBS) in 2010. A restriction in the patent for the property states that the grantee (CBS) may lease the land, but not sell it.

Staff believes that competitive bidding is not required because the applicants are the upland property owners; ultimately this will need to be confirmed by the Assembly. The CBS Assessor will determine the valuation of selected areas for lease which will also be used to inform the Assembly's consideration.

## **PROCEDURE**

Sitka General Code Title 18 Property Acquisition and Disposal, Section 18.16 Tideland Lease Procedure, specifies three classes of approvals for permit and leases. The request filed is classified as a Class III approval.

The role of the Planning Commission for Class III approvals is to provide advice to the applicant and the Assembly on the request. This meeting serves as a platform for public comment on the proposal; notices were mailed to surrounding property owners. In this case, since a particular development is not yet proposed, the Planning Commission's considerations in providing a recommendation are primarily:

1. Land management: Is leasing the property in accordance with the request the best use of this municipal property?
2. The Assembly must decide whether there is a clear upland property owner preference right in order to directly lease the property to the applicant – does the Planning Commission also believe that there is a clear upland property owner preference right in this case?
3. Are there neighborhood concerns/impacts that should be considered?

If approved, CBS staff will work to draft a lease agreement document, the Assessor will perform an analysis of the value of the lease area, and terms will be reviewed by Finance, Planning, and Legal. Final approval would be sought from the City Assembly via ordinance, which requires two hearings for approval.

### **ANALYSIS**

**Project/Site:** The proposed lease area is approximately one-third of an acre of tidelands, most of which are filled and almost indistinguishable from the surrounding uplands. In the surrounding vicinity, tidelands are primarily intertidal and shallow, limiting access/use to smaller vessels.

**Traffic:** Vehicular and pedestrian access to the tidelands can only be provided through the applicant's privately owned property at 1406 Sawmill Creek Road. No significant change in the level of traffic is anticipated by leasing these tidelands. Area is zoned as WD – moderate to high levels of traffic are expected in this zone.

**Parking:** Parking is located on the uplands. No change to parking anticipated.

**Noise:** No significant change in the level of noise anticipated by leasing these tidelands. Area is zoned as WD – moderate to high levels of noise are expected in this zone.

**Public Health or Safety:** No impacts to public health or safety anticipated. US Army Corps of Engineers and Building Department will be involved in any permitting/construction to ensure compliance with environmental and safety concerns.

**Property Value or Neighborhood Harmony:** Neighboring uses are residential in nature; there may be potential concerns for view encroachment or increased marine traffic in area. 1401 and 1403 are undeveloped or minimally developed – addition of dock and residential development would increase property value. Natural curvature of topography, width of lots (a combined ~215' of water frontage) and placement of proposed dock on approximate property line provide partial buffer to surrounding neighbors.

**Conformity with Comprehensive Plan:** The proposal conforms to the Comprehensive Plan's objectives to leverage municipal assets and encourage use of WD lands for water-based commercial development.

### **RECOMMENDATION**

Staff recommends that the Planning Commission recommend Assembly approval of the lease for Municipal tidelands adjacent to 1406 Sawmill Creek Road.

### **RECOMMENDED MOTION**

I move to recommend approval of the lease request for Municipal tidelands located seaward of 1406 Sawmill Creek Road. The properties are also known as all of Tract A, ATS 1327 and a portion of Tract B, ATS 1327. The request is filed by Thomas Williamson. The owners of record are Sharon and Lisa Williamson.



Sawmill Creek Road

Cannon Island Drive

129

100

102

1382

1392

1404

1406

1410 1410 1410 1410 1410

1410

1502

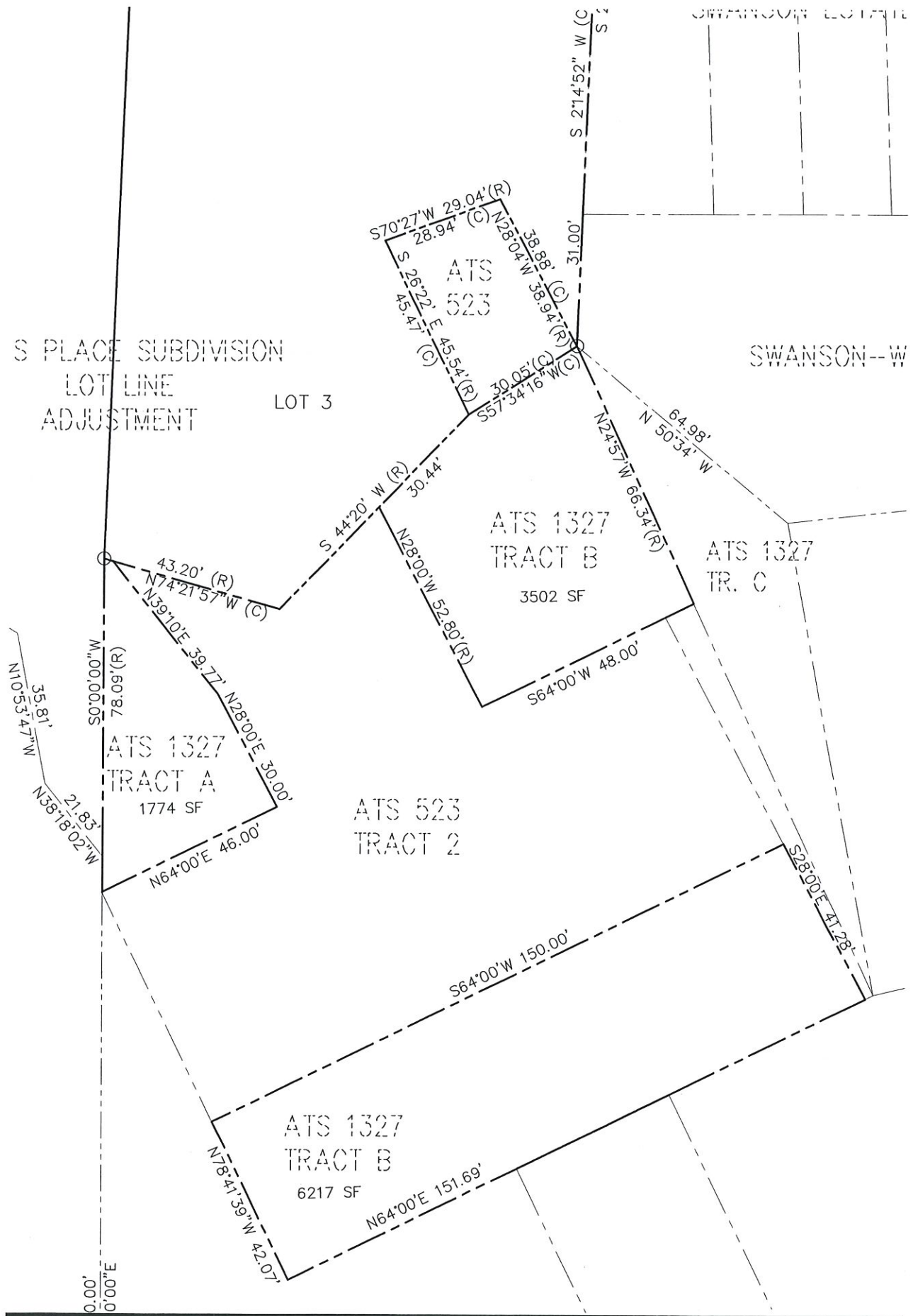
1504

1506

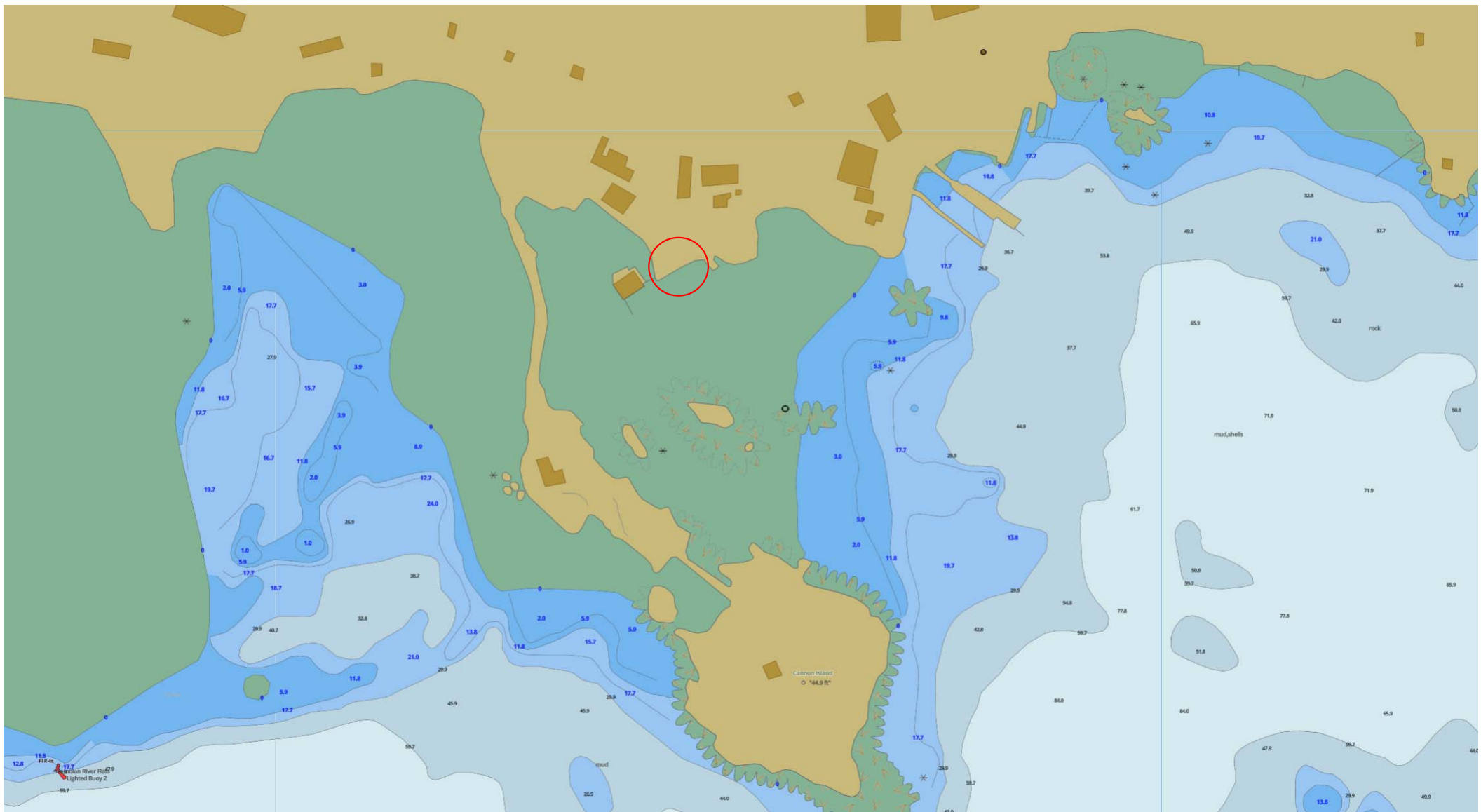
1408

1412

# Site Plan and Current Plat



















# State of Alaska



## Tidelands Patent No. 455

ADL No. 106345

**Know Ye By These Presents** that the Grantor, the STATE OF ALASKA, DEPARTMENT OF NATURAL RESOURCES, 550 West 7th Avenue, Suite 1050A, Anchorage, Alaska 99501-3579, pursuant to AS 38.05.825, the regulations promulgated thereunder, and the Final Finding and Decision dated August 11, 1997, for good and valuable consideration, grants and conveys to the Grantee, CITY AND BOROUGH OF SITKA, whose mailing address of record is 100 Lincoln Street, Sitka, AK 99835, Grantee's successors and assigns, those tidelands situated in the Sitka Recording District, State of Alaska, and described as follows:

ALASKA TIDELANDS SURVEY NO. 1100, CONTAINING 0.28 ACRES, MORE OR LESS, ACCORDING TO THE SURVEY PLAT FILED IN THE SITKA RECORDING DISTRICT ON APRIL 14, 1980, AS PLAT 80-4.

**Subject to:** a continuous public access easement, 50 feet wide, seaward of and along the line of mean high water of Thimbleberry Bay, in accordance with AS 38.05.127.

TRACTS A and, B OF ALASKA TIDELAND SURVEY NO. 1327, CONTAINING 0.36 ACRES, MORE OR LESS, ACCORDING TO THE SURVEY PLAT RECORDED IN THE SITKA RECORDING DISTRICT ON OCTOBER 13, 1992, AS PLAT 92-21.

ALASKA TIDELANDS SURVEY NO. 242, CONTAINING 4.13, MORE OR LESS, ACCORDING TO THE SURVEY PLAT RECORDED IN THE SITKA RECORDING DISTRICT ON OCTOBER 15, 2008, AS PLAT 2008-22.

**Subject to:** a continuous public access easement, 50 feet wide, seaward of and along the line of mean high water of Thimbleberry Bay, in accordance with AS 38.05.127, effective upon expiration or termination of tidelands lease, ADL 19433.



**AGGREGATING 4.77 ACRES, MORE OR LESS.**

**Subject to:** valid existing rights, including reservations, easements, and exceptions in the U.S. Patent, or other state or federal conveyance, and in acts authorizing the issue thereof; easements, rights-of-way, covenants, conditions, reservations, notes on the plat, and restrictions of record, if any.

**Further subject to:** the terms and conditions of AS 38.05.825, including the condition the grantee may lease the land, but may not sell it; title to the land conveyed under this authority reverts to the State of Alaska upon dissolution of the municipality and the grantee takes title to the tidelands subject to the rights of the public under the Public Trust Doctrine.

**The Grantor** hereby expressly saves, excepts and reserves out of the grant hereby made, unto itself, its lessees, successors, and assigns forever, all oils, gases, coal, ores, minerals, fissionable materials, geothermal resources, and fossils of every name, kind or description, and which may be in or upon said lands above described, or any part thereof, and the right to explore the same for such oils, gases, coal, ores, minerals, fissionable materials, geothermal resources, and fossils, and it also hereby expressly saves and reserves out of the grant hereby made, unto itself, its lessees, successors, and assigns forever, the right to enter by itself, its or their agents, attorneys, and servants upon said lands, or any part or parts thereof, at any and all times for the purpose of opening, developing, drilling, and working mines or wells on these or other lands and taking out and removing therefrom all such oils, gases, coal, ores, minerals, fissionable materials, geothermal resources, and fossils, and to that end it further expressly reserves out of the grant hereby made, unto itself, its lessees, successors, and assigns forever, the right by its or their agents, servants and attorneys at any and all times to erect, construct, maintain, and use all such buildings, machinery, roads, pipelines, powerlines, and railroads, sink such shafts, drill such wells, remove such soil, and to remain on said lands or any part thereof for the foregoing purposes and to occupy as much of said lands as may be necessary or convenient for such purposes hereby expressly reserving to itself, its lessees, successors, and assigns, as aforesaid, generally all rights and power in, to, and over said land, whether herein expressed or not, reasonably necessary or convenient to render beneficial and efficient the complete enjoyment of the property and rights hereby expressly reserved.

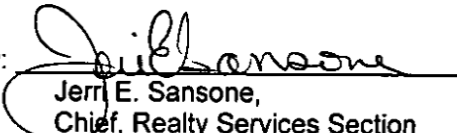
[Signature Page to Follow]

Tidelands Patent No. 455  
ADL No. 106345  
T. 56 S., R. 64 E., CRM  
Sections 5 and 6



**To Have And To Hold** the said land, together with the tenements, hereditaments, and appurtenances thereunto appertaining, unto the said Grantee and Grantee's heirs and assigns forever.

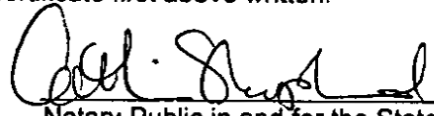
**In Testimony Whereof** the State of Alaska has caused these presents to be executed by the Director of the Division of Mining, Land and Water, Department of Natural Resources, State of Alaska, pursuant to delegated authority, this 1st day of July, 2010.

By:   
Jerri E. Sansone,  
Chief, Realty Services Section  
Division of Mining, Land and Water  
Department of Natural Resources

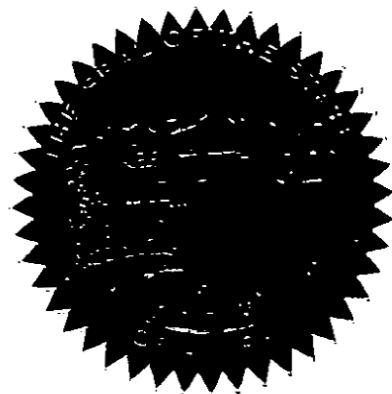
State of Alaska                                 )  
  ) ss.  
Third Judicial District                         )

This is to certify that on the 1st day of July, 2010, personally appeared before me JERRI E. SANSONE, who is known to me to be the person who has been lawfully delegated the authority of Richard H. Mylius, the Director of the Division of Mining, Land & Water, Department of Natural Resources, State of Alaska, to execute the foregoing document under such legal authority and with knowledge of its contents; and that such act was performed freely and voluntarily upon the premises and for the purposes stated therein.

Witness my hand and official seal the day and year in this certificate first above written.

  
Notary Public in and for the State of Alaska  
My commission expires with office

Return to:  
City and Borough of Sitka  
Attn: Wells Williams  
100 Lincoln Street  
Sitka, Alaska 99835



Tidelands Patent No. 455  
ADL No. 106345  
T. 56 S., R. 64 E., CRM  
Sections 5 and 6



Sitka Planning Department

Please find enclosed our application for a Tidelands Lease between the City of Sitka and the Williamsons.

Due to the irregular shape of our property caused by City parcels ATS 1327 Tract A and Tract B, a lease of these properties will facilitate a more user friendly area for us to access and utilize.

It is our intention to sell the property and transfer the lease, therefore we request a lease of 35 years that it can be considered an asset for overall financing of the properties.

Respectfully submitted

Thomas Williamson

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# CITY AND BOROUGH OF SITKA

## PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT LAND MANAGEMENT APPLICATION FORM

1. Review guidelines and procedural information.
2. Fill form out completely. No request will be considered without a completed form.
3. Submit all supporting documents and proof of payment.

### APPLICATION FOR:

☒ TIDELAND☒ LEASE☐ LAND☐ PURCHASE

### BRIEF DESCRIPTION OF REQUEST:

Lease City tidelands within our property lines

### PROPERTY INFORMATION:

CURRENT ZONING: Waterfront ARE YOU THE UPLAND PROPERTY OWNER? yes

CURRENT LAND USE(S): Storage/warehouse PROPOSED LAND USES (if changing): \_\_\_\_\_

### APPLICANT INFORMATION:

PROPERTY OWNER: Sharon Williamson 1118 Redmond Ave NE, Renton WA 98056

PROPERTY OWNER ADDRESS: Lisa Williamson 7820 Baymeadows Rd E #1028 Jacksonville FL 32256

STREET ADDRESS OF PROPERTY: 1406 Sawmill Creek Rd

APPLICANT'S NAME: Thomas Williamson

MAILING ADDRESS: PO Box 2135 Sitka AK 99835

EMAIL ADDRESS: williamsondanine@hotmail.com DAYTIME PHONE: 907-738-8113

### PROPERTY LEGAL DESCRIPTION:

TAX ID: \_\_\_\_\_ LOT: \_\_\_\_\_ BLOCK: \_\_\_\_\_ TRACT: \_\_\_\_\_

SUBDIVISION: \_\_\_\_\_ US SURVEY: \_\_\_\_\_

### OFFICE USE ONLY

COMPLETED APPLICATION		SITE PLAN	
NARRATIVE		CURRENT PLAT	
FEE		OWNERSHIP	

From: Sharon Williamson sharonwilliamson@hotmail.com  
Subject: lease application signatures  
Date: Aug 31, 2021 at 9:00:34 PM  
To: lisa williamson lrwilliamson@hotmail.com, danine williamson  
williamsondanine@hotmail.com

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here are the signatures

**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 (if claiming upland preference)
- ☐ Copy of current plat

**CERTIFICATION:**

I hereby certify 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.

Sharon Williamson

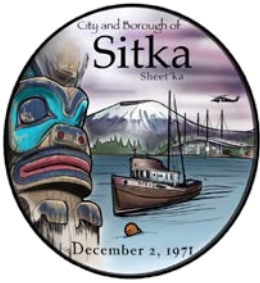
Applicant

8/31/2021

Date

Williamson

Aug. 31, 2021



# City and Borough of Sitka

PROVIDING FOR TODAY...PREPARING FOR TOMORROW

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*Coast Guard City, USA*

## MEMORANDUM

**To:** Chair Spivey and Planning Commission Members

**From:** Amy Ainslie, Planning Director

**Date:** September 10, 2021

**Subject:** **Tourism Planning – Downtown Traffic**

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This week's plan focus is traffic planning/mitigation in the downtown area. As the product of this plan section may result in significant staffing, operational, and equipment needs on the part of city staff (and/or potentially other organizations who may be involved), we will want to finalize recommendations as soon as possible to provide direction.

Preliminary meeting topics for the next few weeks:

- 9/15: Traffic and congestion mitigation
- 10/6: Centennial Hall traffic flow
- 10/20: Review of feedback from staff on traffic/congestion mitigation

The plan for tonight's session is to have a guided discussion with the Commission and the public with the intended result of compiling the following:

1. Problem Identification
  - a. Overall problems concerns for traffic/congestion downtown. We will start with the lists generated in previous sessions and modify/add from there.
  - b. Site/location specific problems.
2. Problem Analysis
  - a. Identify if problems require a short-term, long-term, or both short and long term solution.
  - b. Rate the priority of identified problems
3. Range of Solutions for 2022
  - a. List the range of options/solutions that could be implemented in 2022. Current list includes street closures, re-routes, traffic controllers, signage, striping.
4. Options/Alternatives
  - a. Identify preferred solutions.
    - i. Identify if solutions vary based on passenger counts (i.e. solutions only to be implemented larger visitor days versus those in place all season)
  - b. Identify solutions to be vetted by CBS and/or DOT.