



# CITY AND BOROUGH OF SITKA

## Meeting Agenda - Final

### Planning Commission

---

Wednesday, February 2, 2022

7:00 PM

Harrigan Centennial Hall

---

I. CALL TO ORDER AND ROLL CALL

II. CONSIDERATION OF THE AGENDA

III. CONSIDERATION OF THE MINUTES

A [PM 22-03](#) Approve the January 19, 2022 meeting minutes.

Attachments: [1-January 19 2022 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 [VAR 22-03](#) Public hearing and consideration of a variance request for a front setback reduction from 14' to 4' at 101 Metlakatla Street in the R-2 Multifamily district. The property is also known as Lot 11, Block 1 of the Mission Plat. The request is filed by Andrew Foss. The owners of record are Andrew and Diane Foss.

Attachments: [V 22-03 Foss 101 Metlakatla Setback Staff Report](#)

[V 22-03 Foss 101 Metlakatla Setback Aerial](#)

[V 22-03 Foss 101 Metlakatla Setback Current Site Plan](#)

[V 22-03 Foss 101 Metlakatla Setback Proposed Site Plan](#)

[V 22-03 Foss 101 Metlakatla Setback Front Elevation View](#)

[V 22-03 Foss 101 Metlakatla Setback Parking Plan](#)

[V 22-03 Foss 101 Metlakatla Setback Photos](#)

[V 22-03 Foss 101 Metlakatla Setback Applicant Materials](#)

- C**      [VAR 22-04](#)      Public hearing and consideration of a variance request for an increase to allowable height of principal structures from 40' to 110' at 1332 Seward Avenue in the Public Lands district. The property is also known as Tracts D and E according to Plat 92-19. The request is filed by New Horizons Telecom, Inc. The owner of record is University of Alaska Southeast.

**Attachments:** [V 22-04 New Horizons 1332 Seward Height Staff Report](#)

[V 22-04 New Horizons 1332 Seward Height Aerial](#)

[V 22-04 New Horizons 1332 Seward Height Site Plans](#)

[V 22-04 New Horizons 1332 Seward Height Elevation](#)

[V 22-04 New Horizons 1332 Seward Height Coverage Maps](#)

[V 22-04 New Horizons 1332 Seward Height Plat](#)

[V 22-04 New Horizons 1332 Seward Height Photos](#)

[V 22-04 New Horizon 1332 Seward Height Applicant Materials](#)

- D**      [P 21- 04](#)      Public hearing and consideration of a final plat for a minor subdivision of the property at 601 Baranof Street in the R-1 Single-Family and Duplex Residential District. The property is also known as Lot 1, Shaffer/Rezek Lot Line Adjustment. The request is filed by David Thomas. The owner of record is David Thomas.

**Attachments:** [P 21-04 Thomas 601 Baranof Street Minor Sub Staff Report](#)

[P 21-04 Thomas 601 Baranof Street Minor Sub Aerial](#)

[P 21-04 Thomas 601 Baranof Street Minor Sub Current Plat](#)

[P 21-04 Thomas 601 Baranof Street Minor Sub Proposed Plat](#)

[P 21-04 Thomas 601 Baranof Street Minor Sub Photos](#)

[P 21-04 Thomas 601 Baranof Street Minor Sub Applicant Materials](#)

- E**      [MISC 22-03](#)      Discussion of application process for short-term rentals on boats in public harbors.

## **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: January 28, 31*



# CITY AND BOROUGH OF SITKA

## Minutes - Draft

### Planning Commission

---

Wednesday, January 19, 2022

7:00 PM

Harrigan Centennial Hall

---

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

Present: Darrell Windsor (Acting Chair), Stacy Mudry, Wendy Alderson, Katie Riley, Thor Christianson (Assembly Liaison)  
Absent: Chris Spivey (Excused)  
Staff: Amy Ainslie, Ben Mejia  
Public: Cameo Padilla, Brooks Areson, Maegan Bosak, Shauna Thornton, Mike Daly, Tamy Stevenson, Peter Vu, Jacyn Schmidt, Kent Barkhau, Mike Schmetzer, Ariadne Will (Sitka Sentinel)

**Acting Chair Windsor called the meeting to order at 7:00pm.**

#### II. CONSIDERATION OF THE AGENDA

The Commission recognized that item ZA 22-01 had been postponed.

#### III. CONSIDERATION OF THE MINUTES

- A**     [PM 22-01](#)     Approve the December 15, 2021 meeting minutes.

**Attachments:**     [12.15.21 DRAFT minutes](#)

**M-Mudry/S-Riley moved to approve the December 15, 2021 meeting minutes.  
Motion passed 4-0 by voice vote.**

- B**     [PM 22-02](#)     Approve the December 15, 2021 special meeting minutes.

**Attachments:**     [12.15.21 special meeting DRAFT](#)

**M-Mudry/S-Riley moved to approve the December 15, 2021 special meeting minutes. Motion passed 4-0 by voice vote.**

#### IV. PERSONS TO BE HEARD

#### V. PLANNING DIRECTOR'S REPORT

Ainslie informed the Commission that item ZA 22-01 had been postponed until the February 16th meeting at the request of the applicant. New public notices would be sent out to neighboring property owners. Ainslie notified the Commission that the Planning Commission decision on CUP 21-19 had been appealed by the applicant and would be heard by the Assembly at their January 25th meeting. Ainslie reported that the short-term rental annual reports would be sent to permit holders by the end of the

week.

## VI. REPORTS

## VII. THE EVENING BUSINESS

### C [CUP 22-01](#)

Public hearing and consideration of a conditional use permit for a short-term rental at Crescent Harbor, Float 3, Slip 2 in the P- Public Lands district. The property is also known as a portion of ATS 15. The request is filed by Cameo Padilla and Brooks Areson. The owners of record are Cameo Padilla and Brooks Areson.

**Attachments:** [CUP 22-01 Padilla Equinox at Crescent Harbor 3-02 STR Staff Report](#)  
[CUP 22-01 Padilla Equinox at Crescent Harbor 3-02 STR Aerial](#)  
[CUP 22-01 Padilla Equinox at Crescent Harbor 3-02 STR Harbor Map](#)  
[CUP 22-01 Padilla Equinox at Crescent Harbor 3-02 STR Photos](#)  
[CUP 22-01 Padilla Equinox at Crescent Harbor 3-02 STR Vessel Layout](#)  
[CUP 22-01 Padilla Equinox at Crescent Harbor 3-02 STR Coast Guard Check](#)  
[CUP 22-01 Padilla Equinox at Crescent Harbor 3-02 STR Renter Handout](#)  
[CUP 22-01 Padilla Equinox at Crescent Harbor 3-02 STR Applicant Materials](#)

Ainslie introduced the request for a short-term rental on the M/V Equinox in Crescent Harbor float 3, slip 2. Ainslie explained that per policy regarding short-term rentals in harbors, permits were limited to 2 per harbor with a maximum of 10 in the harbor system, were reviewed by Ports and Harbors Commission for recommendation prior to Planning Commission review, permits were terminated in the event the boat is sold or moved, and paid the Harbor Department live-aboard and annual fees. Ainslie noted that the Ports and Harbors Commission voted unanimously in support of the application at their November 10th, 2021 meeting. Ainslie explained that the applicants have had 2 vehicles used as short-term rentals in Eliason Harbor, the Morning Glass and now the Equinox. Previous permits held by the applicants have met the conditions of approval and other requirements and have not received complaints about their operations as a tour vessel during the shoulder seasons. Ainslie noted the 53' vessel could accommodate up to 6 people with 3 guest rooms, a living space, kitchen, and 2 heads. Ainslie explained that while public parking was available around Crescent Harbor, it was in high demand. Ainslie added that applicants have found most guests did not rent a vehicle and therefore would not impact parking. Ainslie described the potential impacts as comparable to live aboards, renters would be informed that they were in a working harbor and would observe quiet hours and proper waste disposal. Ainslie explained that the Coast Guard vessel check had been satisfactorily completed. Ainslie noted that the item was supported by Comprehensive Plan ED 6.5. Staff recommended approval.

Mudry asked how many short-term rentals were in harbors. Ainslie replied that there were 2 including the applicant.



The applicants Cameo Padilla and Brooks Areson were present. Riley asked the applicants if they were aware of any neighbor concerns. The applicants responded that they did not anticipate any detrimental impacts to their neighbors as they operated at different seasons.

The Commission opened the floor for public comment.

Ainslie read submitted public comment from Ken Nelson and Dylan Haley, who opposed the proposal due to concerns to potential impacts to other harbor users.

Mike Daly spoke in opposition of the proposal. Daly voiced concern that the application was being processed while many of the neighboring harbor users were out of town. Daly recalled that Crescent Harbor used to have a policy that did not allow for live aboards. Daly added that services to the harbor, such as garbage and parking were stressed as things were and suggested that the item be postponed to give more neighboring fishermen an opportunity to comment.

The Commission asked staff about the public notice procedure. Ainslie explained that notices were mailed to the mailing addresses on file with the Harbors Department for all slips on the finger approximately two weeks before the meeting date, with the mail for this item being sent out January 7th.

The Commission discussed the change of Crescent Harbor to allow live-aboards, which was recalled as about 6 or 7 years ago.

The applicants explained that they did not realize there would be opposition to the proposal and requested an opportunity to postpone to allow for time to discuss the proposal with their neighbors. The Commission agreed that postponing to allow the applicants the opportunity to speak with their neighbors would be appropriate.

**M-Mudry/S-Riley moved to postpone the item for one month. Motion passed 4-0 by voice vote.**

**D**      [ZA 22-01](#)

Public hearing and consideration of a request for a zoning map amendment to rezone 205 Shotgun Alley from SFLD single-family low density district to R-1 LDMH single-family and duplex residential district. The property is also known as Lot 3, Cedars Subdivision. The request is filed by Barth Hamberg. The owner of record is Barth Hamberg.

**Attachments:**      [ZA 22-01\\_Hamberg\\_205 Shotgun Alley\\_ZMA\\_Staff Report](#)  
[ZA 22-01\\_Hamberg\\_205 Shotgun Alley\\_ZMA\\_Aerial](#)  
[ZA 22-01\\_Hamberg\\_205 Shotgun Alley\\_ZMA\\_Zoning Map](#)  
[ZA 22-01\\_Hamberg\\_205 Shotgun Alley\\_ZMA\\_Plat](#)  
[ZA 22-01\\_Hamberg\\_205 Shotgun Alley\\_ZMA\\_Deed](#)  
[ZA 22-01\\_Hamberg\\_205 Shotgun Alley\\_ZMA\\_Photos](#)  
[ZA 22-01\\_Hamberg\\_205 Shotgun Alley\\_ZMA\\_Applicant Materials](#)

**Item postponed by applicant.**

**E**      [VAR 22-01](#)

Public hearing and consideration of a variance request for an increase to the maximum allowable height of principal structures from 40' to 126' at

227 Tongass Drive in the P - public lands district. The property is also known as Lot 1, SEARHC Subdivision according to Plat 2020-19. The request is filed by Southeast Alaska Regional Health Consortium. The owner of record is Southeast Alaska Regional Health Consortium.

**Attachments:**     [V 22-01 SEARHC 227 Tongass Drive Height Variance Staff Report](#)  
[V 22-01 SEARHC 227 Tongass Drive Height Variance Aerial](#)  
[V 22-01 SEARHC 227 Tongass Drive Height Variance Site & Elevation Plan](#)  
[V 22-01 SEARHC 227 Tongass Drive Height Variance Plat](#)  
[V 22-01 SEARHC 227 Tongass Drive Height Variance Photos](#)  
[V 22-01 SEARHC 227 Tongass Drive Height Variance Applicant Materials](#)

Ainslie introduced the request for a height variance from the maximum height of 40' to allow for a 126' tall hospital structure at 227 Tongass Drive. Ainslie explained that the proposal would accommodate for wetlands preservation and modern hospital design of smaller floor plans to reduce patient travel distances along hospital floors. Ainslie explained that there were no anticipated impacts from the proposal as there were no buildings close to the site to be impacted by loss of light and the site was far from an arterial road and would not impact motorist visibility. Ainslie noted that the existing hospital already exceeded the height limit. Ainslie explained that a condition of approval had been included that the applicant must provide proof of review and approval from the Federal Aviation Administration prior to Planning Department approval of the associated building permit.

Ainslie explained that the proposal was supported by the Comprehensive Plan as development of regional health care services was listed as an economic opportunity as well as action item LU 8.2 to encourage efficient development through the easing of development standards. Staff recommended approval.

Windsor asked if the mechanical room at the top of the structure was included in the calculation. Ainslie explained that the mechanical room was included in the height request though was not counted toward code analysis in determining total building height as it provided no additional floor space.

Representing the applicant, Meagan Bosak was present. Bosak explained that the proposal was for 2 towers connect by a 3 floor corridor.

The Commission voiced their approval of the request with the conditions listed in the staff report.

**M-Alderson/S-Riley moved to approve the variance for an increase in the maximum height of principal structures at 227 Tongass Drive in the Public lands district subject to the conditions of approval as listed in the staff report. The property is also known as Lot 1, SEARHC Subdivision. The request was filed by the Southeast Alaska Regional Health Consortium. The owner of record was the Southeast Alaska Regional Health Consortium. Motion passed 4-0 by voice vote.**

**M-Alderson/S-Riley 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.**

**F**      [VAR 22-02](#)

Public hearing and consideration of a variance request for a reduction to the parking requirement at 227 Tongass Drive in the P- public lands district. The property is also known as Lot 1, SEARHC Subdivision according to Plat 2020-19. The request is filed by Southeast Alaska Regional Health Consortium. The owner of record is Southeast Alaska Regional Health Consortium.

**Attachments:**      [V 22-02 SEARHC 227 Tongass Drive Parking Variance Staff Report](#)  
[V 22-02 SEARHC 227 Tongass Drive Parking Variance Aerial](#)  
[V 22-02 SEARHC 227 Tongass Drive Parking Variance Site and Parking Plan](#)  
[V 22-02 SEARHC 227 Tongass Drive Parking Variance Plat](#)  
[V 22-02 SEARHC 227 Tongass Drive Parking Variance Photos](#)  
[V 22-02 SEARHC 227 Tongass Drive Parking Variance Applicant Materials](#)

Ainslie introduced the request for a parking variance to reduce the required number of parking spaces for the proposed hospital at 227 Tongass Drive. Ainslie noted that for the parking calculation of 1 space per 5 occupants, the proposed maximum occupancy of 1,623 would require 325 spaces. Ainslie explained that the parking requirements were intended to be on-site and did not allow for campus parking where surplus parking spaces on a lot could count toward a deficit on the proposed lot, however staff provided analysis for both interpretations which indicated a parking deficit under both models. Ainslie noted that the applicants, Southeast Alaska Regional Health Consortium (SEARHC), calculated their total parking needs as 415 and their campus parking for 428, representing a 17% surplus from applicant anticipated peak demand. Ainslie explained that without knowing the parking needs of other buildings and uses, staff could not calculate campus parking needs. Ainslie noted that additional rationale provided by the applicant were that the hospital also provided care for out of town patients that did not use parking while at the hospital, the protection of wetlands, the ability to ensure appropriate driving aisles as well as ease of access, and that less parking may contribute to less traffic which Ainslie noted was not further explained in the application. Staff recommended approval.

Mudry asked what the peak occupancy of the current hospital was. Ainslie replied that she believed it was similar to proposed.

Representing the applicant, Maegan Bosak was present and responded that she did not have specific numbers for current occupancy. Bosak reiterated that the parking studies conducted by the applicant showed that the proposed parking provided a 17% surplus from parking needs and that transportation services to the hospital were available. Bosak also mentioned that the applicants provided incentives to employees to commute by walking or biking. Riley asked if there was public transit for staff. Bosak responded that a transit stop was planned as part of their development. Mudry and Windsor expressed concern that the proposal may not provide sufficient parking while space for additional parking was still available on the lot. Mudry asked what would happen with the existing hospital. Bosak responded that SEARHC had considered demolishing or re-purposing the building but a choice had not been made.

Alderson commented that in situations of parking constraints, specialty parking designations can be misused. Riley suggested a condition be added that public transit

for employees be provided, Ainslie responded that such a condition may not be feasible. The Commission discussed a condition to ensure the no fewer campus parking be available in the event of changes to the campus. Bosak suggested that a legal parking agreement could be placed as a condition to ensure the consistency of campus parking. The Commission voiced their approval of this condition.

**M-Riley/S-Alderson moved to approve the variance to decrease required parking associated with a proposed hospital at 227 Tongass Drive in the Public lands district subject to the conditions of approval as listed in the staff report and amended to add the condition of a legal parking agreement to ensure the continued access, use, and number of campus parking spaces provided on other lots as proposed on the site plan. The property was also known as Lot 1, SEARHC Subdivision. The request is filed by the Southeast Alaska Regional Health Consortium. The owner of record was the Southeast Alaska Regional Health Consortium. Motion passed 4-0 by voice vote.**

**M-Riley/S-Alderson 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.**

**G**      [CUP 20-12](#)

Public hearing and consideration of an outstanding condition of approval for a site plan review associated with CUP 20-12 request for a hospital in the public lands district at 1235 Seward Avenue, 201, 219, and 222 Tongass Drive. The properties are also known as Lots 6, 7, 11A, and 11B USS 1496. The request is filed by the Southeast Alaska Regional Health Consortium. The owner of record is the Southeast Alaska Regional Health Consortium.

**Attachments:**      [CUP 20-12 Site Plan Review Staff Memo](#)  
[CUP 20-12 Site Plan Review Aerial](#)  
[CUP 20-12 Site Plan Review 2020 Staff Report and Minutes](#)  
[CUP 20-12 Site Plan Review Site Plan](#)  
[CUP 20-12 Site Plan Review Narrative](#)  
[CUP 20-12 Site Plan Review Photos](#)  
[CUP 20-12 Site Plan Review Plat](#)

Ainslie introduced the item as a review of a conditional use permit approved by the Commission at their August 5, 2020 meeting. Ainslie explained that since the original permit, the legal description and address have changed due to a lot merger. Ainslie detailed the required information for the outstanding condition of approval to be considered satisfied. Ainslie listed site plan, elevation view, floor plans, traffic volume and flow analysis, parking plan, full list of services, anticipated employee numbers, maximum occupancy, signage plan, buffering to adjacent uses, location and dimensions of loading berths as outstanding items that had been met by the applicant. Ainslie provided additional analysis that had been noted as incomplete upon first review given lack of site plan details. Ainslie provided analysis on the amount of vehicular traffic, cut through traffic scenarios, the logic of the internal traffic layout, and the effects of signage on nearby uses.

Ainslie asked the Commission to determine whether the outstanding condition of approval regarding site plan review had been satisfied.

Windsor asked if more staff was proposed and the implication it would have on Sitka's rural status.

Representing the applicant, Maegan Bosak was present and replied that she did not believe the increase to staff would jeopardize Sitka's rural status.

The Commission opened the floor for public comment.

Kent Barkhau asked for consideration of the amount of energy use needed for the hospital, which would require a third of current capacity. Windsor asked staff if electrical impacts were considered. Ainslie explained that the Electric Department had reviewed the proposal. Christianson added that providing a dedicated line to Japonski Island had been discussed.

Riley asked if the applicants were to present their development plans to the broader community. Bosak responded that they would and community groups could schedule presentations through their marketing team.

The Commission agreed that the outstanding condition had been met.

**M-Riley/S-Mudry moved that condition of approval number one attached to CUP 20-12 had been satisfied. The restriction on Planning Department approval of the foundation permit as described in condition number two of this permit was hereby lifted. All other conditions attached to the permit remained in effect. Motion passed 4-0 by voice vote.**

**M-Riley/S-Mudry moved to adopt the required findings for conditional use permits as listed in the staff report in conjunction with the now completed application for a hospital at 227 Tongass Drive in the Public lands district subject to the modified conditions of approval. The property was also known as Lot 1, SEARHC Subdivision. The request was filed by the Southeast Alaska Regional Health Consortium. The owner of record was the Southeast Alaska Regional Health Consortium. Motion passed 4-0 by voice vote.**

## H [MISC 22-01](#)

Discussion/Direction on Short-Term Tourism Plan final draft.

**Attachments:** [FINAL DRAFT Short-Term Tourism Plan](#)

Ainslie introduced the discussion on the short-term tourism plan as an opportunity to make any desired edits to the draft before final submission to the Assembly. Ainslie noted that the budget information had been updated and the note on use of the area below O'Connell bridge had been included. Ainslie stated that the schedule for Assembly review was discussion of the proposal January 25th and possible adoption on February 8th.

The Commission opened the floor for public comment. Tammy Stevenson voiced concern of potential impacts to downtown businesses and asked about notification process for engagement with downtown businesses. Windsor replied that every meeting had been advertised and open to the public. Ainslie explained that while there had not been a mass mailing to businesses, staff had canvassed downtown businesses and organizations for involvement, and collected an email list of approximately 150 participants to be notified on tourism planning meetings.

Christianson added that the Assembly had split the discussion across 2 meetings to allow for additional public comment and involvement. Kent Barkhau commented that there had never been community discussion on whether cruise tourism growth was in the best interest of the community.

Riley asked that the community survey be added to the appendix of the plan.

**M-Mudry-S-Riley moved to recommend Assembly approval and adoption of the Short-Term Tourism Plan. Motion passed 4-0 by voice vote.**

**I**      [MISC 22-02](#)

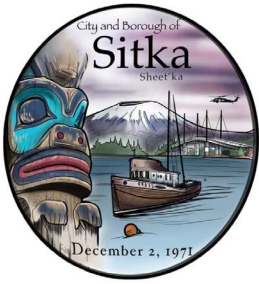
Discussion/Direction to change the regular meeting time from 7:30 pm on the first and third Wednesday each month to 7:00 pm on the first and third Wednesday each month.

The Commission voiced their approval of moving the regular meeting time back to 7:00pm.

**M-Riley/S-Mudry moved to change the regular meeting time from 7:30pm on the first and third Wednesday of each month to 7:00pm on the first and third Wednesday of each month. Motion passed 4-0 by voice vote.**

**VIII. ADJOURNMENT**

Seeing no objections, acting Chair Windsor adjourned the meeting at 9:29pm.



# City and Borough of Sitka

PROVIDING FOR TODAY...PREPARING FOR TOMORROW

---

*A Coast Guard City*

## Planning and Community Development Department

### **AGENDA ITEM**

Case No: VAR 22-03  
Proposal: Reduce front setback from 14' to 4'  
Applicant: Andrew Foss  
Owner: Andrew and Diane Foss  
Location: 101 Metlakatla Street  
Legal: Lot 11, Block 1 of the Mission Plat  
Zone: R-2 Multifamily district  
Size: 7,660 square feet  
Parcel ID: 1-8550-000  
Existing Use: Duplex  
Adjacent Use: Single-family and duplex  
Utilities: Existing  
Access: Lincoln Street and Metlakatla Street

### **KEY POINTS AND CONCERNS**

- Proposal is to reduce setback requirements to facilitate placement of a covered deck and new stairs for the entrance on Metlakatla Street
- The existing placement for the house foundation, arctic entry, and entry stairs encroaches into the setback and right-of-way. This variance would decrease that encroachment.
- Potential negative impacts are minimal, as new entry design increases setback distance and provides a safer pedestrian route for ingress/egress from this entry way.

### **RECOMMENDATION**

Staff recommends that the Planning Commission approve the zoning variance for front setback reduction at 101 Metlakatla Drive.

## **BACKGROUND/PROJECT DESCRIPTION**

The project location is on a 7,660 square foot lot at 101 Metlakatla Street. This property was developed prior to 1950, and prior to the adoption of local zoning codes. A site plan for the current configuration shows that, at the closest point, the foundation is 11.5' from the front property line. Given the height of the foundation, stairs and a deck are required to enter the structure. The building code requires that decks for ingress/egress are a minimum of 3' wide. Therefore, at a minimum, a setback reduction from 14' to 8.5' is needed in order to accommodate building code compliant ingress/egress.

This entry way will be the only exterior door for this dwelling unit (the other dwelling unit in the structure has its own parking area and entrance on the Lincoln Street side of the property). An approximately 5' wide deck is preferred by the applicant in order to more easily accommodate moving of furniture, appliances, etc. Stairs up to this deck will run parallel to the home. This puts the deck and stairs approximately 6.5' from the front property line at the closest point.

The applicants would also like to cover this deck and staircase in order to provide protection from the weather. The overhang of the roof is planned to be approximately 1.5' wide. At the closest point, this will be approximately 4.5' from the front property line.

There is also a grade change between the parking area/driveway up to where the front entry stairs begin. While the stairs themselves are set into grade, the applicants would like to provide a railing and covered/sheltered walkway, again, to protect from the weather. This puts the total plan at 4' from the front property line at its closest point.

Currently, the arctic entry for the home is a little over 9' from the front property line at its closest point. The entry stairs actually encroach over the front property line and into the platted right-of-way, though the rock wall on the property extends into the right-of-way, providing the appearance of the stairs being on the property. The pedestrian flow for those exiting the home directs people into the right-of-way. The new configuration keeps pedestrian flow parallel to the structure rather than towards the street.



## **ANALYSIS**

### *Setback requirements*

The Sitka General Code requires 14-foot front setbacks, 5/9-foot side setbacks, 8 foot rear setbacks in the R-2 zone<sup>1</sup>.

### **22.20.040 Yards and setbacks.**

---

**A. Projections into Required Yards. Where yards are required as setbacks, they shall be open and unobstructed by any structure or portion of a structure from thirty inches above the general ground level of the graded lot upward.**

Alaska Statute 29.40.040(b)(3) states that a variance may not be granted solely to relieve financial hardship or inconvenience. A required finding for variances involving minor structures or expansions in the Sitka General Code is “the granting of the variance is not injurious to nearby properties or improvements”. In this case, the historic nature of the building and its placement on the lot prior to the adoption of the local zoning code have resulted in a structure that is closer to the front property line than would currently be allowed. The configuration of entry way also requires further encroachment into the front setback (the entry deck). These represent special circumstances in this case. Further, the resolving of the right-of-way encroachment actually improves pedestrian safety and is beneficial to the area.

### *Potential Impacts*

The granting of the variance does not increase traffic, density, or other impacts beyond that allowable residential use. The additional driveway and parking area created by the applicant in developing this property as a duplex has provided more clear site lines around the property and for vehicles rounding the corner between Lincoln Street and Metlakatla Street. It has also added significantly to available off-street parking, putting less pressure on the Metlakatla side (with less visibility) for cars accessing this property.

The change in entry design resolves an encroachment into the right-of-way that directed pedestrians into the street. Directing people to remain parallel to the structure is a safety improvement. Therefore, staff believes potential adverse impacts to neighborhood harmony and public health and safety are minimal, and the proposal is consistent with the character of the neighborhood.

### *Comprehensive Plan Guidance*

This proposal is consistent with one of the Housing actions in the Sitka Comprehensive Plan 2030; H 2.4 “Encourage housing stock rehabilitation”.

---

<sup>1</sup> SGC Table 22.20-1

## **RECOMMENDATION**

Staff recommends approval of the front reduction at 101 Metlakatla Street for the redevelopment of the new entry way design consistent with the plans presented in this application.

## **ATTACHMENTS**

- Attachment A: Aerial
- Attachment B: Current Site Plan
- Attachment C: Proposed Site Plan
- Attachment D: Front Elevation View
- Attachment E: Parking Plan
- Attachment F: Photos
- Attachment G: Applicant Materials

## **MOTIONS TO APPROVE THE ZONING VARIANCE**

- 1) I move to approve the zoning variance for a reduction to the front setback at 101 Metlakatla Street in the R-2 Multifamily subject to the attached conditions of approval. The property is also known as Lot 11, Block 1 of the Mission Plat. The request is filed by Andrew Foss. The owners of record are Andrew and Diane Foss.**

### **Conditions of Approval:**

- a. The front setback on Metlakatla Street will be decreased from 14 feet to no less than 4 feet.
- b. Building plans shall remain consistent with the narrative and plans provided by the applicant for this request. Any major changes (as determined by staff) to the plan will require additional Planning Commission review.
- c. Substantial construction progress must be made on the project within one year of the date of the variance approval or the approval becomes void. In the event it can be documented that other substantial progress has been made, a one-year extension may be granted by the Planning Director if a request is filed within eleven months of the initial approval.

- 2) I move to adopt and approve the required findings for variances involving minor structures or expansions as listed in the staff report.**

### **Before any variance is granted, it shall be shown<sup>2</sup>:**

- a. The municipality finds that the necessary threshold for granting this variance should be lower than thresholds for variances involving major structures or major expansions;
- b. The granting of the variance is not injurious to nearby properties or improvements;
- c. The granting of the variance furthers an appropriate use of the property.

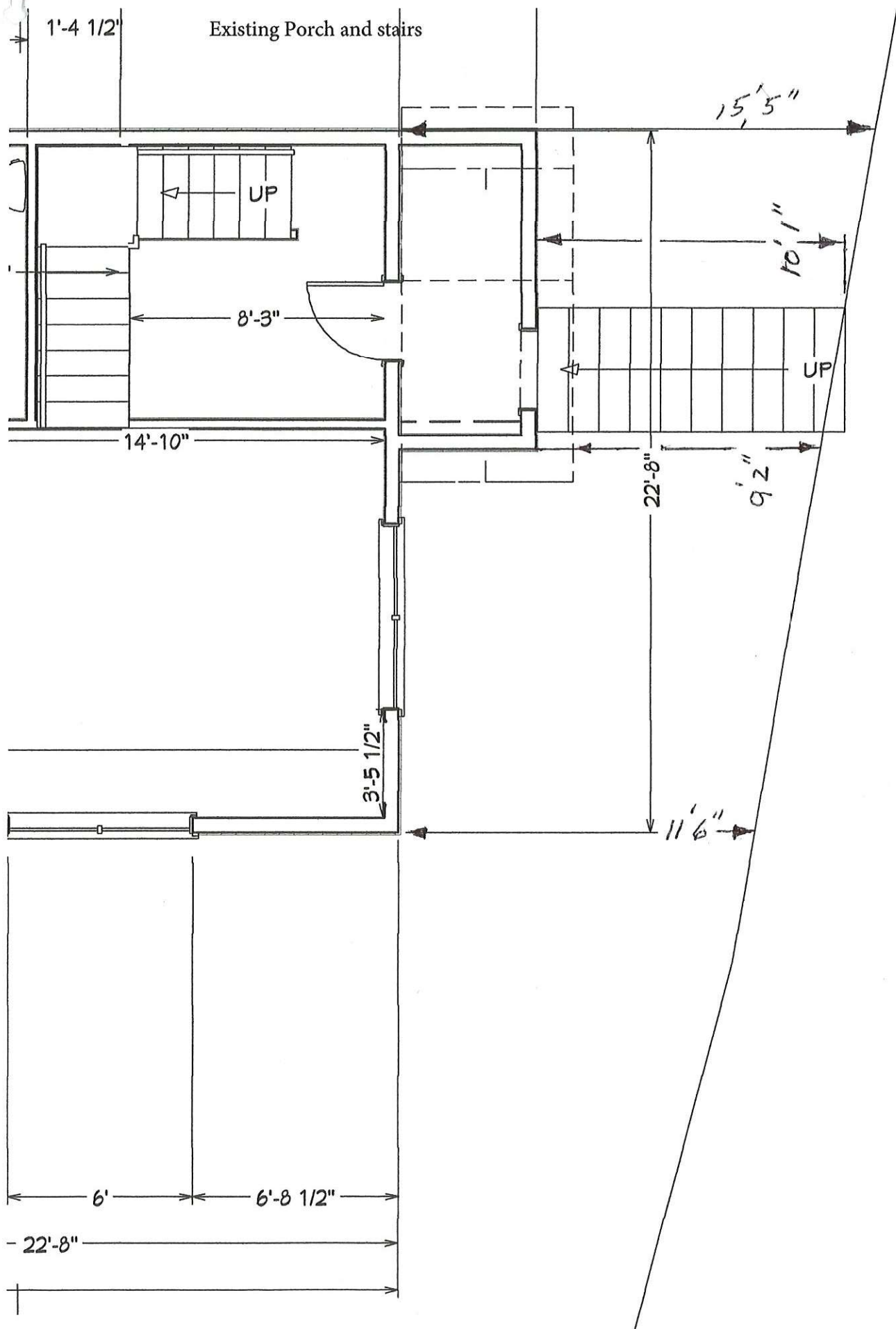
---

<sup>2</sup> Section 22.30.160(D)(2)—Required Findings for Minor Expansions, Small Structures, Fences, and Signs.









Proposed front porch with 18" eave, does not show gutters.  
Would leave 4' from closest point on building to property line.

15'

6'-2" 3'-0 1/2" 9'-1" 9 1/2" 9 1/2" 3' 1'-4 1/2"

8'-10" 8'-3" 14'-10" 27'-4" 3'-5 1/2" 1'-6"

DECK 5'-3" X 16'-7"

UP 4'-5" 22' 4'-0 3/8" 5'-4 15/16" 4'-5 11/16" 1'-6"

8'-10" 4' 4'-4" 6' 6'-8 1/2" 22'-8"

19'

Street

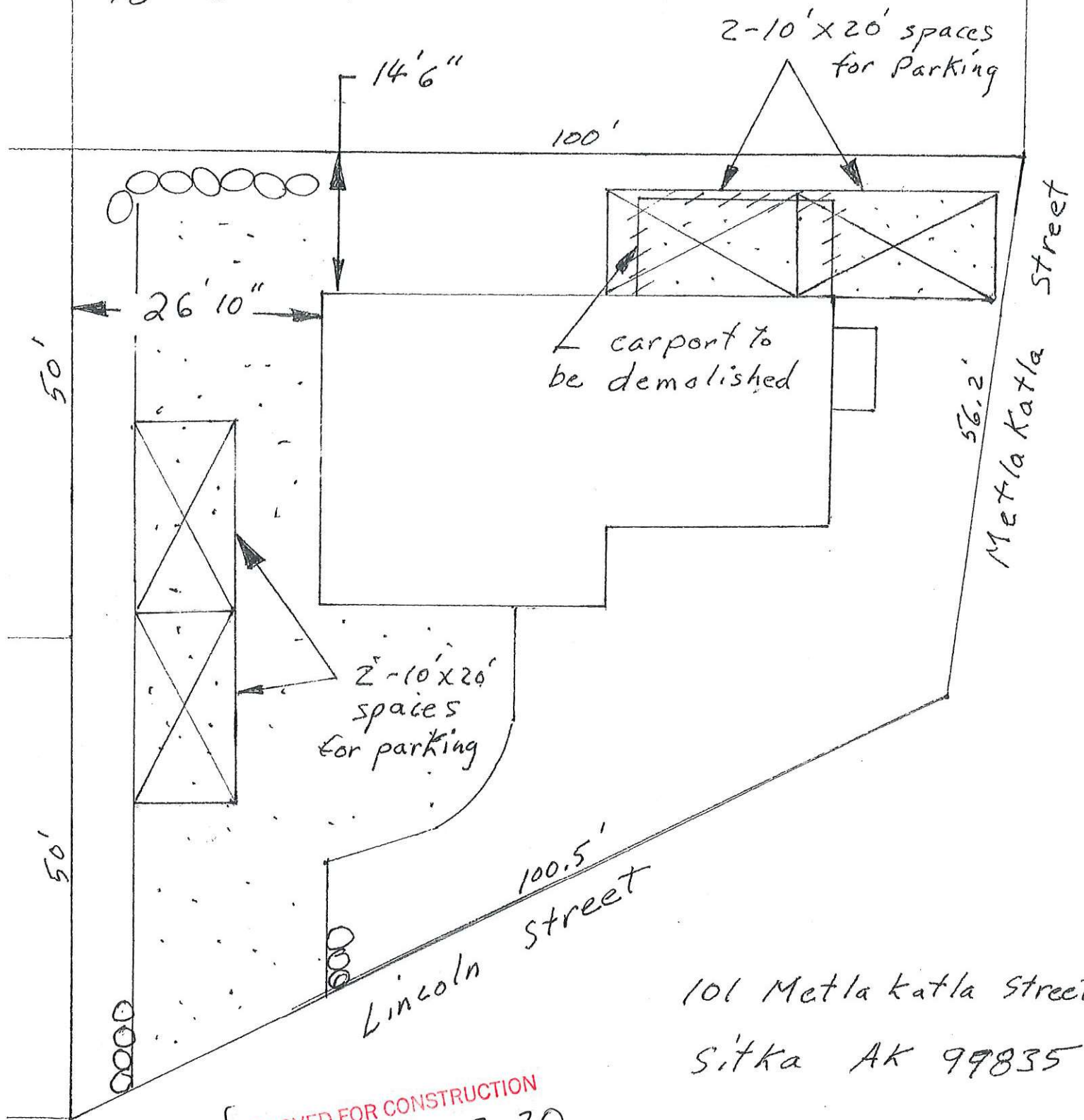
19'4"

19

Drawing of proposed porch



Scale  
 $\frac{1}{8}" = 1.75 \text{ feet}$  **Parking**



101 Metla Katla Street  
Sitka AK 99835

APPROVED FOR CONSTRUCTION  
*[Signature]* 1-2-20  
BUILDING OFFICIAL

















# CITY AND BOROUGH OF SITKA

## PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT GENERAL APPLICATION

- Applications must be deemed complete at least TWENTY-ONE (21) days in advance of next meeting date.
- Review guidelines and procedural information.
- Fill form out completely. No request will be considered without a completed form.
- Submit all supporting documents and proof of payment.

### APPLICATION FOR:

☒ VARIANCE☐ CONDITIONAL USE☐ ZONING AMENDMENT☐ PLAT/SUBDIVISION

**BRIEF DESCRIPTION OF REQUEST:** Variance requested for existing stairs and Artic Entry removal and replacement at 101 A Metlakatla. Replacement includes porch construction and erection of stairs that bring only entry into compliance, and provide a safe path from the driveway to the front door.

### PROPERTY INFORMATION:

CURRENT ZONING: R2 PROPOSED ZONING (if applicable): \_\_\_\_\_

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

### APPLICANT INFORMATION:

PROPERTY OWNER: Andrew R Foss, Diane A. Foss

PROPERTY OWNER ADDRESS: 101 A metlakatla

STREET ADDRESS OF PROPERTY: 101 A metlakatla

APPLICANT'S NAME: Andrew Foss

MAILING ADDRESS: P.O. Box 341 Sitka, AK 99835

EMAIL ADDRESS: anoldarcadian@gmail.com DAYTIME PHONE: 805 478-8532  
805 478-8534

Foss

Last Name

01/07/22

Date Submitted

101 A Metlakatla St.

Project Address

## REQUIRED SUPPLEMENTAL INFORMATION:

### For All Applications:

- ☒ Completed General Application form
- ☒ Supplemental Application (Variance, CUP, Plat, Zoning Amendment)
- ☒ Site Plan showing all existing and proposed structures with dimensions and location of utilities
- ☒ Floor Plan for all structures and showing use of those structures
- ☐ Proof of filing fee payment \$75 + tax
- ☐ Other: \_\_\_\_\_

add dimension  
between front of house  
(SW corner) and front  
property line, and  
distance of current  
arctic entry (SW corner)  
to front property  
line)

### For Marijuana Enterprise Conditional Use Permits Only:

- ☐ AMCO Application

### For Short-Term Rentals and B&Bs:

- ☐ Renter Informational Handout (directions to rental, garbage instructions, etc.)

## 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 understand that attendance at the Planning Commission meeting is required for the application to be considered for approval. I further authorize municipal staff to access the property to conduct site visits as necessary. I authorize the applicant listed on this application to conduct business on my behalf.

Owner

Date

Owner

Date

I 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.

Applicant (If different than owner)

Date

Last Name

Date Submitted

Project Address

Foss

01/07/22

101A Metla Katla St.





## CITY AND BOROUGH OF SITKA

### PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT SUPPLEMENTAL APPLICATION FORM VARIANCE

#### APPLICATION FOR



ZONING VARIANCE – MINOR EXPANSIONS, SMALL STRUCTURES, FENCES, SIGNS



ZONING VARIANCE – MAJOR STRUCTURES OR EXPANSIONS



PLATTING VARIANCE – WHEN SUBDIVIDING

**RATIONALE** - Alaska Statute 29.40.040(b)3 states that a variance may not be granted solely to relieve financial hardship or inconvenience. Explain why a variance is required for your project.

The variance is necessary because there is less than 0 setback on existing stairs. The unsafe landing is in Mutlakatla St. The proposed porch + stairs would increase the setback to 4' by changing the orientation of the stairs to provide a safe + code compliant only entrance to 101 A mutlakatla.

#### POTENTIAL IMPACTS (Please address each item in regard to your proposal)

• TRAFFIC

improves pedestrian safety,  
thus traffic safety

• PARKING

No effect

• NOISE

No effect

• PUBLIC HEALTH AND SAFETY

Brings stairs into code compliance

• HABITAT

No effect

• PROPERTY VALUE/NEIGHBORHOOD HARMONY

improves appearance  
of property

• COMPREHENSIVE PLAN

brings an old house into  
a code compliant dwelling

**REQUIRED FINDINGS (Choose ONE applicable type and explain how your project meets these criterion):**

**Major Zoning Variance (Sitka General Code 22.30.160(D)1)**

Required Findings for Variances Involving Major Structures or Expansions. Before any variance is granted, it shall be shown:

a. That there are special circumstances to the intended use that do not apply generally to the other properties. Special circumstances may include the shape of the parcel, the topography of the lot, the size or dimensions of the parcels, the orientation or placement of existing structures, or other circumstances that are outside the control of the property owner. **Explain the special circumstances:**

\_\_\_\_\_

\_\_\_\_\_

b. The variance is necessary for the preservation and enjoyment of a substantial property right or use possessed by other properties but are denied to this parcel; such uses may include the placement of garages or the expansion of structures that are commonly constructed on other parcels in the vicinity. **Explain the use/ enjoyment this variance enables:**

\_\_\_\_\_

\_\_\_\_\_

c. The granting of such a variance will not be materially detrimental to the public welfare or injurious to the property, nearby parcels or public infrastructure. **Initial Here** \_\_\_\_\_

**Minor Zoning Variance (Sitka General Code 22.30.160(D)2)**

Required Findings for Minor Expansions, Small Structures, Fences, and Signs.

a. The municipality finds that the necessary threshold for granting this variance should be lower than thresholds for variances involving major structures or major expansions. **My request should be considered a minor zoning variance because:** Deck and stairs

only

\_\_\_\_\_

b. The granting of the variance furthers an appropriate use of the property. **Explain the use or enjoyment this variance enables:** Safe entrance & exit from home

\_\_\_\_\_

c. The granting of the variance is not injurious to nearby properties or improvements.  
**Initial Here** ARF

Foss  
Last Name

01/07/22  
Date Submitted

101A Metlakatla St.  
Project Address

**Platting Variance** (Sitka General Code 21.48.010)

a. A variance from the requirements of this title may be granted only if the planning commission finds that the tract to be subdivided is of such unusual size and shape or topographical conditions that the strict application of the requirements of this title will result in undue and substantial hardship to the owner of the property. Explain the conditions of the lot that warrant a variance: \_\_\_\_\_

b. The granting of a platting variance will not be detrimental to the public safety, or welfare, or injurious to adjacent property. Initial Here \_\_\_\_\_

**ANY ADDITIONAL COMMENTS** \_\_\_\_\_

Applicant

Date

Last Name

Date Submitted

Project Address

Andrew R. Foss

01/07/22

Foss

01/07/22

101A Metlakatla St.



# City and Borough of Sitka

PROVIDING FOR TODAY...PREPARING FOR TOMORROW

---

*Coast Guard City, USA*

## **Planning and Community Development Department**

### **AGENDA ITEM**

Case No: V 22-04  
Proposal: Increase maximum height from 40' to 110' for communication tower  
Applicant: New Horizons Telecom, Inc.  
Owner: University of Alaska Southeast  
Location: 1332 Seward Avenue  
Legal: Tracts D & E according to Plat No. 92-19  
Zone: P – Public Lands District  
Size: 277,912.8 square feet  
Parcel ID: 1-9100-000  
Existing Use: University parking  
Adjacent Use: University and High School  
Utilities: Existing  
Access: Seward Avenue

### **KEY POINTS AND CONCERNS**

- Sitka General Code sets a maximum allowable height in the Public Lands district at 40'
- 110' tower will allow anchor tenant, Verizon Wireless, to significantly increase their coverage of surrounding area
- Tower design will allow for future collocations by other providers, further increasing competitive telecommunication service

### **RECOMMENDATION**

Staff recommends that the Planning Commission approve the variance to increase maximum height to 110' at 1332 Seward Avenue.



## **BACKGROUND/PROJECT DESCRIPTION**

The request is to increase the maximum allowable height of principle structures from 40' to 110' in the Public Lands district at 1332 Seward Avenue for the placement of a communications tower. The proposal would allow the anchor tenant, Verizon Wireless, to fill a gap in coverage on Japonski Island. The maximum height of a principal structure in the Public Lands district is 40'. The proposal for a 110' tower would allow for appropriate antenna height for optimized coverage. This permanent tower will replace the existing cell tower on wheels that had been temporarily placed on site as the applicant pursued development of the proposed tower. It is for this reason that the applicant requests a height variance.

## **ANALYSIS**

The Sitka General Code limits the maximum height of principal structures to 40' in the Public Lands district<sup>1</sup>. The Code states that communications towers or antenna requests to exceed the height limit require the granting of a variance<sup>2</sup>.

Alaska Statute 29.40.040(b)(3) states that a variance may not be granted solely to relieve financial hardship or inconvenience. A required finding for variances involving major structures or expansions in the Sitka General Code echoes this statement by stating that there must be "...special circumstances to the intended use that do not apply generally to the other properties. Special circumstances may include the shape of the parcel, topography of the lot, the size or dimensions of the parcels, the orientation or placement of existing structures, or other circumstances that are outside the control of the property owner". In this case, the applicant's ability to provide cellular and wireless coverage is dependent upon the height of the proposed structure and can therefore be considered a special circumstance that is unique to the proposed use.

### *Potential Impacts*

Granting of this variance is likely to result in minimal impact to surrounding uses. The proposed location at the northwestern side of the university is removed from primary vehicular and pedestrian use of the parking lot. The request to increase the maximum height allowance to 110' can be justified by the allowance of requests in excess of the proposed 110' made for communication towers at other locations. For comparison, the communication tower at 1000 Raptor Way is approximately 130'.

---

<sup>1</sup> SGC Table 22.20-1

<sup>2</sup> SGC 22.20.055

## *Comprehensive Plan Guidance*

While the Comprehensive Plan does not specifically address telecommunications infrastructure, Comprehensive Plan support for this proposal can be found in actions ED 5.3 to “maintain well-functioning infrastructure upon which commerce and economic activity depend” and LU 8.2 to “amend development standards to promote affordable development including increasing height, decreasing minimum lot size and width, establishing lot and structure maximums in specific zones, and reducing parking requirements as appropriate.” Granting of this variance would increase Sitka’s cross-network telecommunications coverage, which would benefit both commercial and personal use of cellular and wireless infrastructure.

### **RECOMMENDATION**

The Planning Department recommends approval of the request for a maximum allowable height increase at 1332 Seward Avenue. Potential impacts are minimal and the proposal will allow for increased telecommunications infrastructure where a gap has been identified.

.....

### **ATTACHMENTS**

Attachment A: Aerial  
Attachment B: Site Plans  
Attachment C: Elevation  
Attachment D: Coverage Maps  
Attachment E: Plat  
Attachment F: Photos  
Attachment G: Applicant Materials

### **Motions in favor of approval**

- 1) **“I move to approve the variance for an increase in the maximum height of principal structures at 1332 Seward Avenue in the Public Lands district. The property is also known as Tracts D & E, according to Plat 92-19. The request is filed by New Horizons Telecom, Inc. The owner of record is University of Alaska Southeast.”**
  
- 2) **“I move to adopt and approve the required findings for variances involving major structures or expansions as listed in the staff report.”**

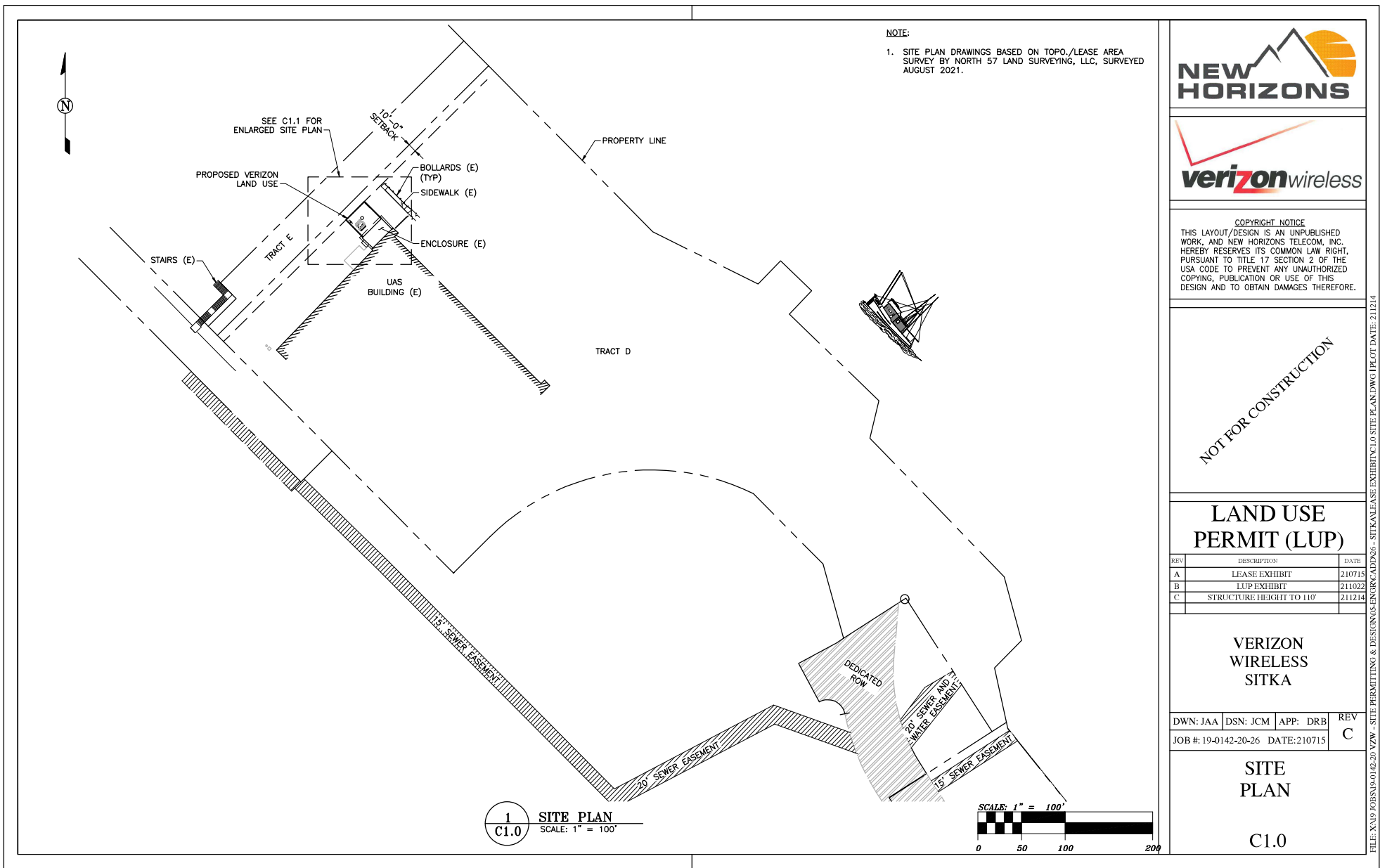
Before any variance is granted, it shall be shown<sup>3</sup>:

- a. That there are special circumstances to the intended use that do not apply generally to the other properties. Special circumstances may include the shape of the parcel, the topography of the lot, the size or dimensions of the parcels, the orientation or placement of existing structures, or other circumstances that are outside the control of the property owner;**
- b. The variance is necessary for the preservation and enjoyment of a substantial property right or use possessed by other properties but are denied to this parcel; such uses may include the placement of garages or the expansion of structures that are commonly constructed on other parcels in the vicinity;**
- c. That the granting of such a variance will not be materially detrimental to the public welfare or injurious to the property, nearby parcels or public infrastructure;**
- d. That the granting of such a variance will not adversely affect the comprehensive plan.**

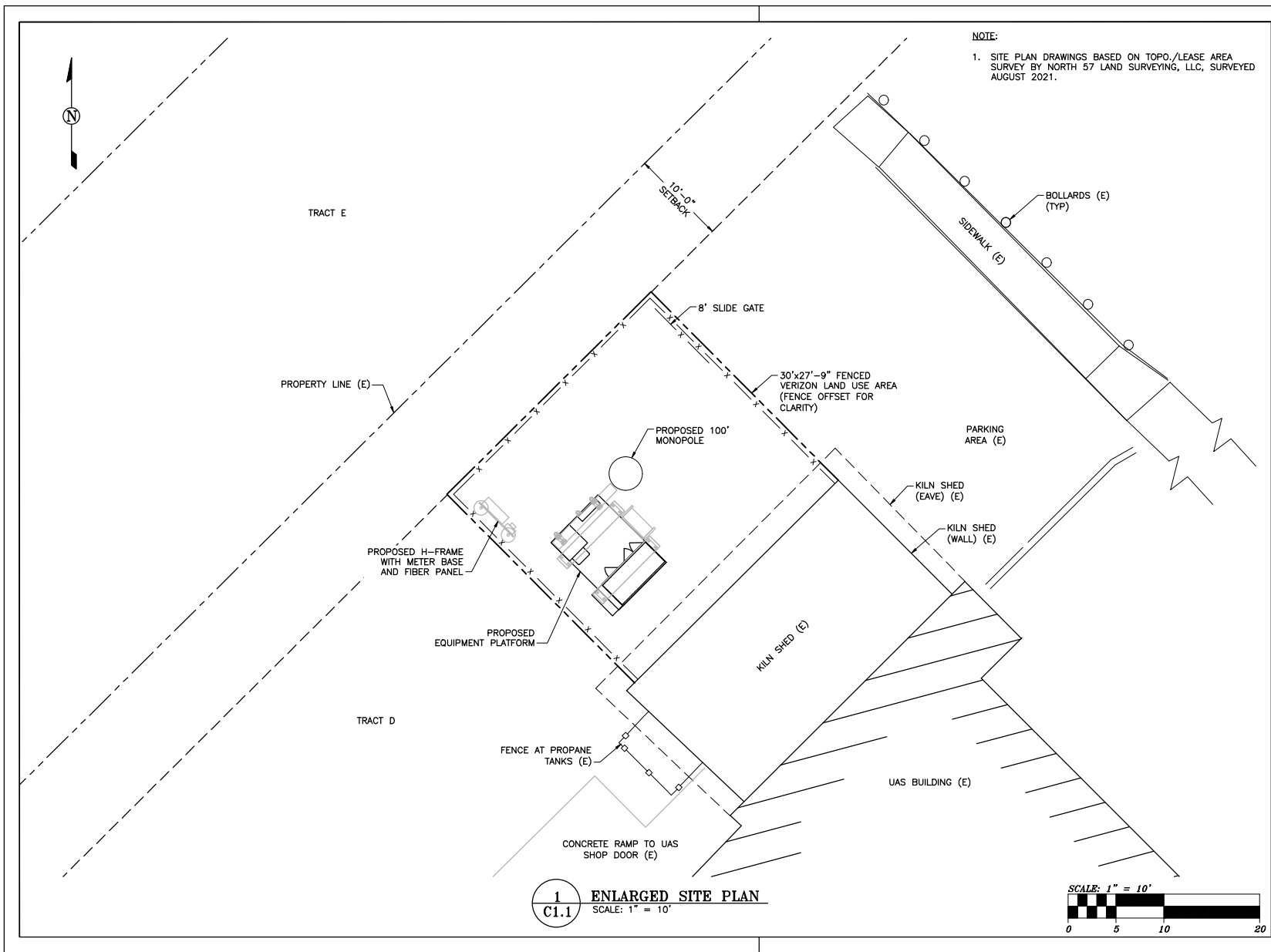
---

<sup>3</sup> Section 22.30.160(D)(1)—Required Findings for Major Variances









**COPYRIGHT NOTICE**  
THIS LAYOUT/DESIGN IS AN UNPUBLISHED WORK, AND NEW HORIZONS TELECOM, INC. HEREBY RESERVES ITS COMMON LAW RIGHT, PURSUANT TO TITLE 17 SECTION 2 OF THE USA CODE TO PREVENT ANY UNAUTHORIZED COPYING, PUBLICATION OR USE OF THIS DESIGN AND TO OBTAIN DAMAGES THEREFORE.

**NOT FOR CONSTRUCTION**

## LAND USE PERMIT (LUP)

REV	DESCRIPTION	DATE
A	LEASE EXHIBIT	210715
B	LUP EXHIBIT	211022
C	STRUCTURE HEIGHT TO 110'	211214

**VERIZON WIRELESS SITKA**

DWN: RSB	DSN: JCM	APP: DRB	REV
JOB #: 19-0142-20-26	DATE: 210715		C

**ENLARGED SITE PLAN**  
**C1.1**

FILE: X:\19 JOBS\19-0142-20 VZW - SITE PERMITTING & DESIGN\19-0142-20 VZW - SITKA\LEASE EXHIBIT\1 ENLARGED SITE PLAN.DWG | PLOT DATE: 211214



COPYRIGHT NOTICE  
THIS LAYOUT/DESIGN IS AN UNPUBLISHED  
WORK, AND NEW HORIZONS TELECOM, INC.  
HEREBY RESERVES ITS COMMON LAW RIGHT,  
PURSUANT TO TITLE 17 SECTION 2 OF THE  
ALASKA STATUTES, AGAINST ANY UNAUTHORIZED  
REPRODUCTION, DISTRIBUTION, REPRODUCTION,  
COPYING, PUBLICATION OR USE OF THIS  
DESIGN AND TO OBTAIN DAMAGES THEREFORE.

NOT FOR CONSTRUCTION

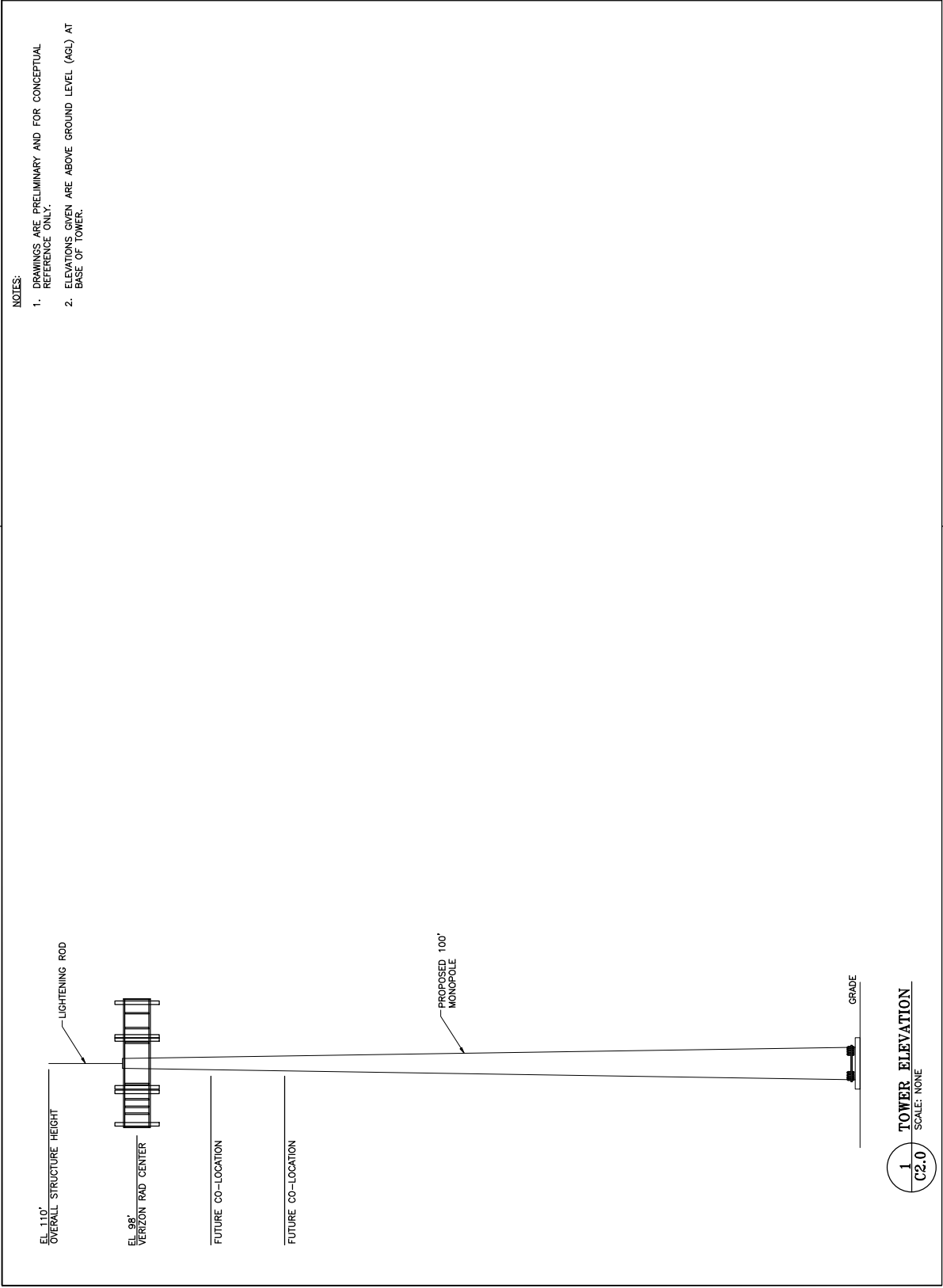
LAND USE  
PERMIT (LUP)

REV	DESCRIPTION	DATE
A	LEASE EXHIBIT	2/10/15
B	LUP EXHIBIT	2/11/2021
C	STRUCTURE HEIGHT TO 110'	2/11/24

VERIZON  
WIRELESS  
SITKA

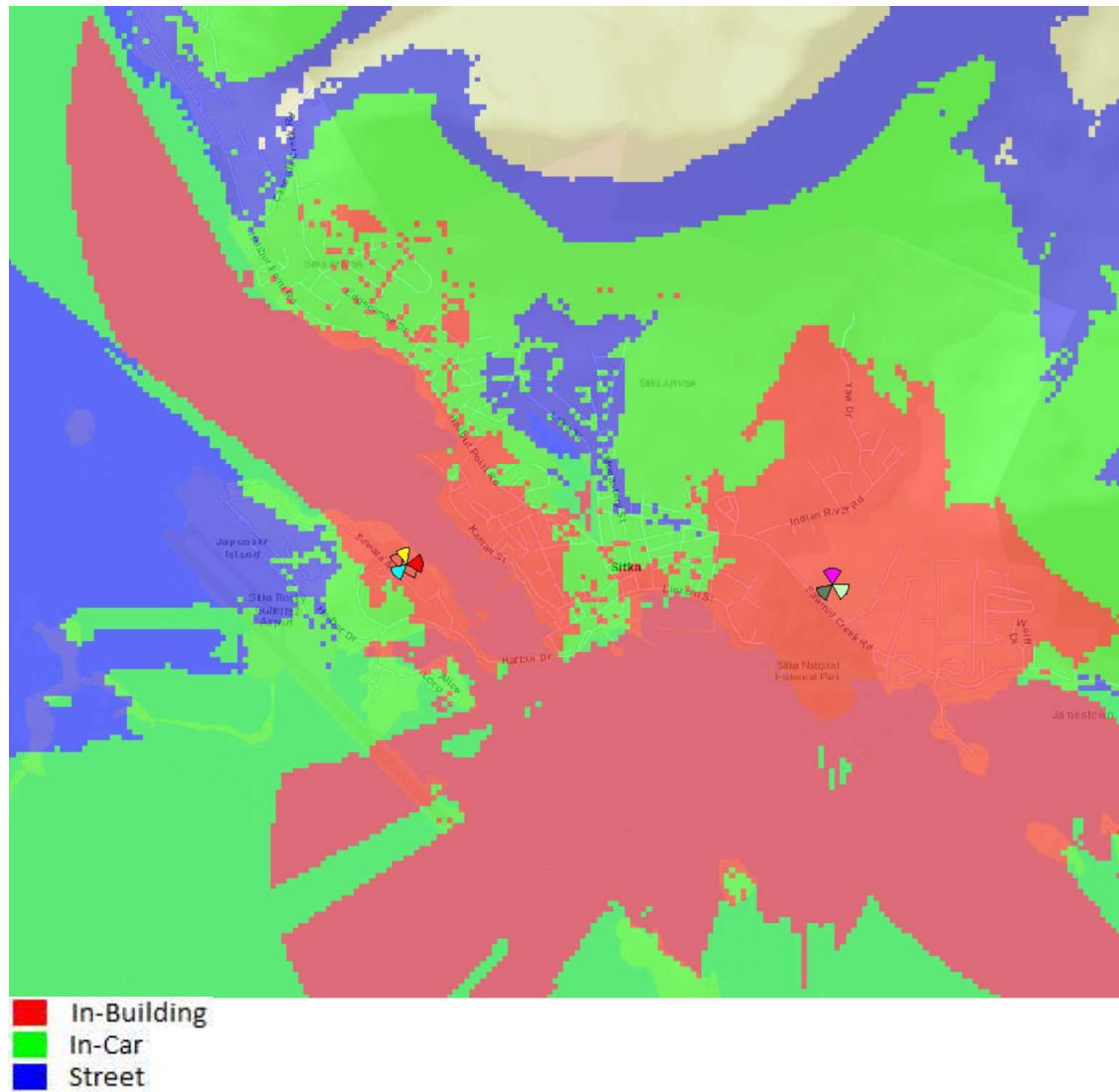
DWN: RSB	DSN: JCM	APP: DRB	REV
JOB #: 19-0142-20-26			C
DATE: 2/10/15			

TOWER  
ELEVATION  
C2.0



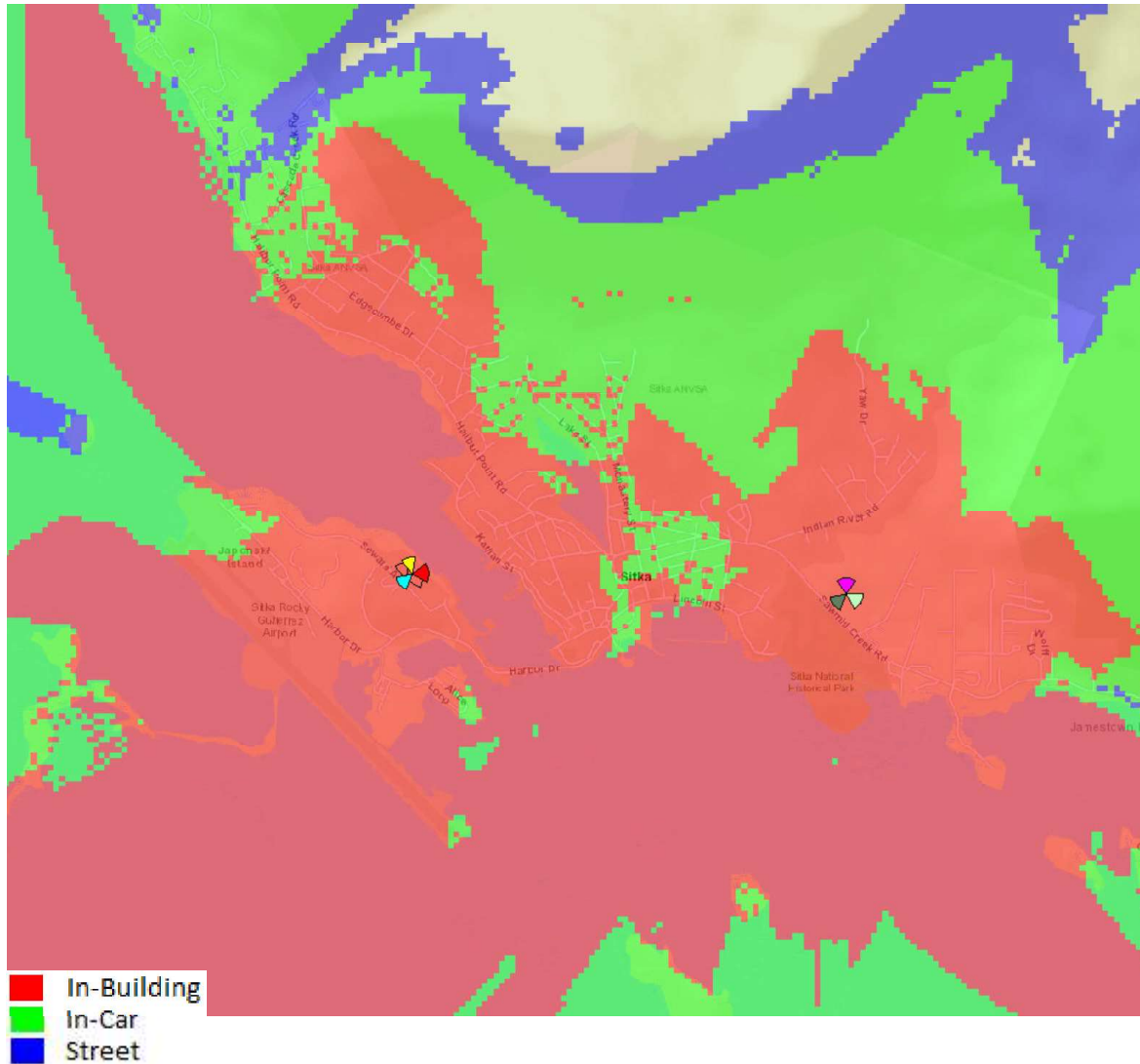
## Sitka tower

Coverage from RAPTOR and GROOT COW (Temporary site)





## Predicted coverage from RAPTOR and proposed SITKA Permanent Site



The Red (In Building) is the strongest signal, providing the best building penetration and fastest data rates. The Green (In Car) indicates where Verizon expects fair coverage in buildings and good coverage in cars. The blue (On Street) would be questionable coverage in buildings, fair in cars and good outdoors without obstructions. Areas without color are predicted to have unreliable to no coverage.

## NOTES

1. THIS SURVEY WAS ACCOMPLISHED IN ACCORDANCE WITH AS 38.05.030, AS 38.05.010(a), AND G.S.I. NO. 88-62.

2. ALL BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARINGS AND DISTANCES SHOWN ARE REDUCED TO THE HORIZONTAL FIELD DISTANCES.

3. THE ACCURACY OF THIS SURVEY IS GREATER THAN 1:5000.

4. ALL PARCELS OF LAND OWNED BY THE STATE OF ALASKA, WITHIN 50.00 FEET OF, OR BISECTED BY A SURVEYED SECTION LINE, ARE SUBJECT TO A 50 FOOT (50') EASEMENT, EACH SIDE OF THE SECTION LINE, WHICH IS RESERVED TO THE STATE OF ALASKA FOR PUBLIC HIGHWAYS UNDER A.S. 19.10.010.

5. THE NATURAL MEANDERS OF THE LINE OF MEAN HIGH WATER FORMS THE TRUE BOUNDS OF THIS SURVEY. THE APPROXIMATE LINE OF MEAN HIGH WATER, IS FOR AREA COMPUTATIONS ONLY, WITH THE TRUE CORNERS BEING ON THE EXTENSION OF THE SIDE LINES AND THEIR INTERSECTION WITH THE NATURAL MEANDERS.

6. THERE IS HEREBY CREATED AN EASEMENT FOR INGRESS AND EGRESS TO B.I.A. "HY-13". THE EASEMENT IS OF 5 FOOT RADII AROUND THE MONUMENT AND IS 5 FEET WIDE, CENTERED ALONG A DIRECT LINE OF SIGHT TO B.I.A. HY #14.

7. THE BASIS-OF-BEARING UTILIZED TO CONDUCT THIS SURVEY WAS THE LINE-OF-SIGHT BETWEEN MC C-32, ALASKA TIDELAND SURVEY NO. 1292, AND MC C-1, ALASKA TIDELAND SURVEY NO. 1355, HAVING A BEARING OF RECORD OF S 66°12'45" E.

8. THIS SURVEY IS A SUBDIVISION OF LOT 15, U.S. SURVEY NO. 1496, AS DEPICTED FROM A BLM SUPPLEMENTAL PLAT APPROVED MARCH 13, 1990.

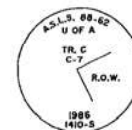
9. ALL BEARINGS DENOTED BY THIS PLAT HAVE BEEN ROUNDED TO THE NEAREST 0°00'15" OF ARC.

10. WHERE RECORD COURSES (BEARINGS AND/OR DISTANCES) DIFFER FROM ACTUAL MEASURED AND/OR COMPUTED COURSES, THE ACTUAL MEASURED AND/OR COMPUTED COURSE IS SHOWN WITHIN PARENTHESES, WHILE THE RECORD COURSE IS SHOWN WITHIN PARENTHESES.

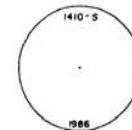
TIDAL DATA  
JAPANESE ISLAND (NAVY DOCK) SITKA SOUND

(SOUTHEAST ALASKA - 1991)  
(PER U.S. DEPARTMENT OF COMMERCE, COAST AND GEODETIC SURVEY TIDAL BENCH MARKS - 4/9/51)  
LATITUDE 57°03'1" LONGITUDE 132°20'4"

HIGHEST TIDE (ESTIMATED) 14.00'  
MEAN HIGHER HIGH WATER 9.50'  
MEAN HIGH WATER 9.10'  
HALF TIDE LEVEL 5.25'  
MEAN LOW WATER 1.40'  
MEAN LOWER LOW WATER 0.00'  
LOWEST TIDE (ESTIMATED) -4.00'



PRIMARY  
3" ALUM. CAP W/ 1/2" HOLE OR 5/8" 60" OR STEM CEMENTED IN ASPHALT/CONC.



SECONDARY  
3" ALUM. CAP W/ 1/2" HOLE OR 5/8" 60" OR STEM CEMENTED IN ASPHALT/CONC.

TYPICAL MONUMENTS SET THIS SURVEY



VICINITY MAP  
SOURCE: U.S.G.S. QUADRANGLE SITKA (A-5) ALASKA  
SCALE: 1" = 1 MILE

DATE: 1992

## SYMBOLS

- D.O.T. & P.P. CENTERLINE MONUMENT (RECOVERED)
- ALASKA TIDELAND SURVEY MONUMENT (RECOVERED)
- ORIGINAL G.L.O./B.L.M. MONUMENT (RECOVERED)
- EXISTING B.I.A. MONUMENT (RECOVERED)
- PRIMARY MONUMENT (ESTABLISHED)
- SECONDARY MONUMENT (3" ALUM. CAP ON 5/8" ROD) ESTABLISHED
- SECONDARY MONUMENT (1" x 1" IN ROCK) ESTABLISHED
- SECONDARY MONUMENT (1" x 1" IN CONCRETE/ASPHALT) ESTABLISHED
- SECONDARY MONUMENT (CONCRETE PAIL & WASHER) ESTABLISHED
- SECONDARY MONUMENT (10" SPIKE & WASHER) ESTABLISHED
- BOUNDARY/PROPERTY LINE
- ORIGINAL G.L.O./B.L.M. MEANDER LINE

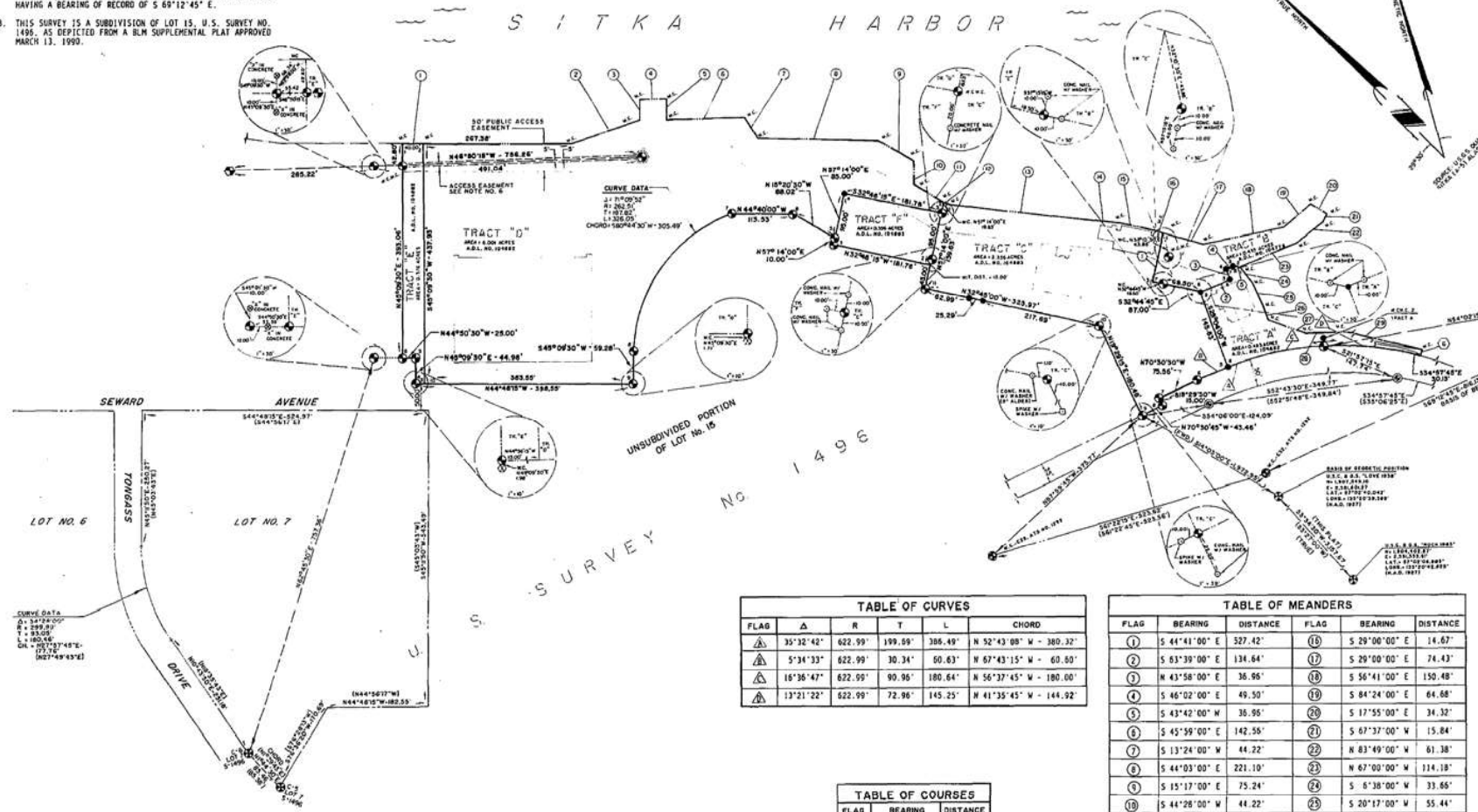


TABLE OF CURVES

FLAG	Δ	R	T	L	CHORD
1	35°32'42"	622.99'	199.59'	386.49'	N 52°43'08" W - 380.32'
2	5°34'33"	622.99'	30.34'	60.63'	N 67°43'15" W - 60.50'
3	16°36'47"	622.99'	90.96'	180.64'	N 56°37'45" W - 180.00'
4	13°21'22"	622.99'	72.96'	145.25'	N 61°35'45" W - 144.92'

TABLE OF COURSES

FLAG	BEARING	DISTANCE
1	S 57°11'45" W	89.72'
2	S 66°55'45" E	59.99'
3	N 23°20'15" E	20.00'
4	S 66°39'45" E	14.00'
5	S 43°58'00" E	12.22'
6	S 69°30'00" W	10.11'

TABLE OF MEANDERS

FLAG	BEARING	DISTANCE	FLAG	BEARING	DISTANCE
1	S 44°41'00" E	527.42'	16	S 29°00'00" E	14.67'
2	S 63°39'00" E	134.64'	17	S 29°00'00" E	74.43'
3	N 43°58'00" E	36.96'	18	S 56°41'00" E	150.48'
4	S 46°02'00" E	49.50'	19	S 84°24'00" E	64.68'
5	S 47°42'00" W	36.96'	20	S 17°55'00" E	34.32'
6	S 45°58'00" E	142.58'	21	S 67°37'00" W	15.84'
7	S 13°24'00" W	44.22'	22	N 83°49'00" W	61.38'
8	S 44°03'00" E	221.10'	23	N 67°00'00" W	114.18'
9	S 15°17'00" E	75.24'	24	S 6°38'00" W	33.86'
10	S 44°28'00" W	44.22'	25	S 20°17'00" W	55.44'
11	S 12°18'00" E	63.93'	26	S 24°39'00" W	23.76'
12	S 12°18'00" E	7.35'	27	S 26°26'00" E	74.58'
13	S 38°43'00" E	250.08'	28	S 46°46'00" E	74.58'
14	S 39°30'00" E	62.04'	29	S 31°37'00" E	139.92'
15	S 32°27'00" E	66.66'			

TOTAL ACREAGE OF A.S.L.S. 88-62 = 10.037 AC.

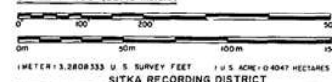
## APPLICANTS:

U.S. DEPARTMENT OF TRANSPORTATION  
MAINTENANCE & LOGISTICS COMMAND PACIFIC, REAL PROPERTY BRANCH  
COAST GUARD ISLAND  
ALAMEDA, CA 94503-500

ALASKA DEPARTMENT OF EDUCATION-A.D.L. NO. 104862  
1027 SEWARD AVE.  
SITKA, ALASKA 99805

UNIVERSITY OF ALASKA-A.D.L. NO. 104863  
FACILITIES PLANNING & CONSTRUCTION  
P.O. BOX 710048  
ALBUQUERQUE, NM 87107-0048

SCALE: 1"=100' (50.48 Meters)



1:2500 = 1:250000 U.S. SURVEY FEET 1/16 ACRE = 0.4047 HECTARES

SITKA RECORDING DISTRICT

DATE OF SURVEY: SEP 29, 1990

NAME OF SURVEYOR: RAN ENGINEERING, INC.

STATE OF ALASKA

DEPARTMENT OF NATURAL RESOURCES

DIVISION OF LAND & WATER

ANCHORAGE, ALASKA

ALASKA STATE LAND SURVEY NO. 88-6

A SUBDIVISION OF A PORTION OF

LOT 15, U.S. SURVEY 1496

INTO TRACTS A THRU F

LOCATED WITHIN UNSURVEYED SEC. 35, T.55S., R.63E.

AND SEC. 2, T.56S., R.63E., C.R.M., AK.

DRAWN BY: D.A.S.

APPROVAL: RECOMMENDED

DATE: OCT 1, 1990

SCALE: 1"=100'

CHECKED: FILE NO.

SITKA PLAT 92-19

# MONUMENT SUMMARY WITH BEARING OBJECT / TREE DATA

CORNER	MONUMENT	BEARING	DISTANCE	DESCRIPTION	CORNER	MONUMENT	BEARING	DISTANCE	DESCRIPTION
WC C 1 A.T.S. 1355	WC A.T.S. 1355 COR 1 LOT 97 S 2926 1987 L.S. 8700				C 8 TRACT C	TR C C 8 ROW ASLS 88-62 1986 1410-S	N 19°29' 15"E N 70°30'45"W	15.00' 43.46'	C 7 TRACT C C 9 TRACT C
WC C-29 A.T.S. 1292	A.T.S. 1292 COR. 29 W.C. 1986 3537-S				C 9 TRACT C	ASLS 88-62 L.B. TR C S 1496 ROW 1986 1410-S	N 70°30'45"W S 19°29' 15"W	10.00' 25.00'	SPIKE WITH WASHER CONC. NAIL/WASHER
WC C 32 A.T.S. 1292	A.T.S. 1292 W.C. COR. 32 1986 3537-S				C 10 TRACT C	ASLS 88-62 L.S. TR C S 1496 ROW 1986 1410-S	S 19°29' 15"W N 32°45'00"W	10.00' 1.10'	SPIKE WITH WASHER CONC. NAIL/WASHER IN 5" ALDER
C 2 TRACT A	1410-S 1986				C 11 TRACT C	ASLS 88-62 C 4 TR C 1986 1410-S	S 32°45'00"E N 57°14'00"E	82.99' 45.00'	SECONDARY MONUMENT CONC. NAIL/WASHER
C 3 TRACT A	1410-S WC C 3 TR A ASLS 88-62 ROW	S 21°57' 15"E N 41°40'45"E C 3 NOTE: TRUE CORNER 3 S 40°27'30"E-174.88' S 56°10'30"E-163.47'	147.74' 15.00'	D.O.T./P.F. CENTERLINE MON. C-2 W.C. TRACT A NOTE: TRUE CORNER 2 TRACT A BEARS S 56°10'30"E-163.47'	C 1 TRACT C C 3 TRACT D C 1 TRACT F	ASLS 88-62 C 3 TR D C 1 TR F 1986 1410-S	S 57°14'00"W S 57°14'00"W	20.00' 75.00'	CONC. NAIL/WASHER CONC. NAIL/WASHER
C 4 TRACT A C 5 TRACT B	1410-S 1986				C 2 TRACT F	ASLS 88-62 WC C 2 TR F L.S. S 1496 1986 1410-S	N 57°14'00"E N 32°46'00"W S 57°14'00"W	10.00' 10.00' 40.00'	CONC. NAIL/WASHER CONC. NAIL/WASHER CONC. NAIL/WASHER (THIS N.P. IS IN THE TRUE POSITION)
C 5 TRACT A TRACT B TRACT C	1410-S 1986				C 3 TRACT F	ASLS 88-62 C 3 TR F 1986 1410-S	N 57°14'00"E N 57°14'00"E	10.00' 95.00'	C 5 TRACT D C 4 TRACT D/C 4 TRACT F
C 6 TRACT A C 5 TRACT C	USCG TR B TR A 1985 1410-S				C 4 TRACT F C 4 TRACT D	1410-S 1986			
C 7 TRACT A C 4 TRACT B	1410-S 1986				C 5 TRACT D	C 5 TR D TR F ASLS 88-62 1986 1410-S	N 57°14'00"E S 57°14'00"W	85.00' 10.00'	C 4 TRACT D/C 4 TRACT F C 3 TRACT F
C 8 TRACT A C 3 TRACT B	1410-S 1986				C 6 TRACT D	ASLS 88-62 C 6 TR D 1986 1410-S	S 15°30'30"E N 44°40'00"W	88.02' 83.53'	C 5 TRACT D C 7 TRACT D
C 7 TRACT B C 3 TRACT C	1410-S WC TR C TR B 1986	N 57°15' 15"E S 32°44'45"E	10.00' 10.00'	CONC. NAIL/WASHER CONC. NAIL/WASHER	C 7 TRACT D	ASLS 88-62 C 7 TR D 1986 1410-S	S 44°40'00"E S 60°44'30"W	83.53' 305.49'	C 6 TRACT D C 8 TRACT D
C 1 TRACT B C 2 TRACT C	1410-S WC TR C TR B 1986	S 57°15'15"W S 57°15'15"W	10.00' 40.00'	CONC. NAIL/WASHER CONC. NAIL/WASHER	C 8 TRACT D	ASLS 88-62 C 8 TR D 1986 1410-S	N 80°44'30"E S 45°09'30"W	305.49' 59.28'	C 5 TRACT E C 9 TRACT D
C 6 TRACT C	ASLS 88-62 U OF A TR C ROW 1986 1410-S	S 67°43' 15"E N 70°38'45"W	60.60' 75.56'	C-5 TRACT C/C-4 TRACT A C-7 TRACT C	C 9 TRACT D	C 9 TR D ASLS 88-62 1986 1410-S	N 45°09'30"E S 45°09'30"W	59.28' 1.71'	C 8 TRACT D "X" IN ROCK
C 7 TRACT C	ASLS 88-62 U OF A TR C ROW 1986	S 70°38'45"E S 19°29' 15"W	75.56' 15.00'	C-6 TRACT C C-8 TRACT C	C 4 TRACT E	ASLS 88-62 C 4 TR E 1986 1410-S	N 45°09'30"E S 45°09'30"W	44.28' 1.98'	C 5 TRACT E "X" IN ROCK

## CERTIFICATE OF OWNERSHIP AND DEDICATION

I, THE UNDERSIGNED, HEREBY CERTIFY THAT I AM THE DIRECTOR OF DIVISION OF LAND AND WATER AND THAT THE STATE OF ALASKA IS THE OWNER OF ASLS NO. 88-62, AS SHOWN HEREON. I HEREBY APPROVE THIS SURVEY AND PLAN FOR THE STATE OF ALASKA, AND DEDICATE FOR PUBLIC USE AS NOTED, ALL EASEMENTS, PUBLIC UTILITY AREAS, AND RIGHTS-OF-WAY AS SHOWN AND DESCRIBED HEREON.

DATED 21st 1992 ALASKA  
DIRECTOR  
DIVISION OF LAND & WATER

## NOTARY'S ACKNOWLEDGEMENT

SUBSCRIBED AND SWORN TO BEFORE ME THIS 21st DAY OF AUGUST, 1992  
FOR Richard A. LeFevre



## APPLICANT CERTIFICATE

I (WE), THE UNDERSIGNED, HEREBY CERTIFY THAT I AM (WE ARE) THE APPLICANT(S) AS SHOWN HEREON. I (WE) HEREBY APPROVE THIS SURVEY AND PLAN.  
104772  
ADL NO. PARCEL(S) U OF A DATE 10-10-92  
LOUI W. PATRICK, AINE, PE.  
U.S. COAST & GEOD. SURV.  
CHIEF, REAL PROPERTY BRANCH

## NOTARY'S ACKNOWLEDGEMENT

SUBSCRIBED AND SWORN TO BEFORE ME THIS 28th DAY OF May, 1992  
FOR Richard A. LeFevre

## APPLICANT CERTIFICATE

I (WE), THE UNDERSIGNED, HEREBY CERTIFY THAT I AM (WE ARE) THE APPLICANT(S) AS SHOWN HEREON. I (WE) HEREBY APPROVE THIS SURVEY AND PLAN.  
104883  
ADL NO. PARCEL(S) U OF A DATE 6/1/92  
ALASKA DEPARTMENT OF EDUCATION

## NOTARY'S ACKNOWLEDGEMENT

SUBSCRIBED AND SWORN TO BEFORE ME THIS 1st DAY OF May, 1992  
FOR Mike Maher

104882  
ADL NO. PARCEL(S) U OF A DATE 11/8/91  
ALASKA DEPARTMENT OF EDUCATION  
NOTARY PUBLIC FOR ALASKA  
MY COMMISSION EXPIRES: February 1, 1995

## APPLICANT CERTIFICATE

I (WE), THE UNDERSIGNED, HEREBY CERTIFY THAT I AM (WE ARE) THE APPLICANT(S) AS SHOWN HEREON. I (WE) HEREBY APPROVE THIS SURVEY AND PLAN.  
104882  
ADL NO. PARCEL(S) U OF A DATE 11/8/91  
UNIVERSITY OF ALASKA  
FACILITIES PLANNING AND CONSTRUCTION

## NOTARY'S ACKNOWLEDGEMENT

SUBSCRIBED AND SWORN TO BEFORE ME THIS 15th DAY OF November, 1992  
FOR John A. DeBruin

104882  
ADL NO. PARCEL(S) U OF A DATE 11/8/91  
UNIVERSITY OF ALASKA  
FACILITIES PLANNING AND CONSTRUCTION  
NOTARY PUBLIC FOR ALASKA  
MY COMMISSION EXPIRES: 12-05-94

## 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 AND BOROUGH OF SITKA, ALASKA, AND THAT SAID PLAT HAS BEEN APPROVED BY THE ASSEMBLY AS RECORDED IN MINUTE BOOK PAGE 10, DATED 10-10-92, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER, SITKA, ALASKA.

DATED 2-27-92  
CHAIRMAN  
CLERK-TREASURER  
SEAL



ATTEST:  
CLERK-TREASURER  
SEAL

## 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 AND BOROUGH OF SITKA, ALASKA, AND THAT SAID PLAT HAS BEEN APPROVED BY THE PLATTING BOARD BY PLAT RESOLUTION NO. 92-2, DATED 9-2, 1992, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT RECORDING OFFICE, SITKA, ALASKA.

DATED 9-2 1992  
CHAIRMAN  
PLATTING BOARD

ATTEST:  
SECRETARY  
SEAL

## CERTIFICATE

STATE OF ALASKA  
FIRST JUDICIAL DISTRICT } SS.

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED AND ACTING ASSESSOR FOR THE CITY AND BOROUGH OF SITKA, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS OF THE CITY AND BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS IN THE NAME OF:

AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS IN FAVOR OF THE CITY AND BOROUGH OF SITKA ARE PAID IN FULL. THAT CURRENT TAXES FOR THE YEAR 1991 WILL BE DUE ON OR BEFORE 10/1, 1992.  
DATED THIS 10th DAY OF October, 1992  
AT SITKA, ALASKA.

ASSESSOR, CITY AND BOROUGH OF SITKA

## CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED AND ACTING FINANCE DIRECTOR FOR THE CITY AND BOROUGH OF SITKA, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS OF THE CITY AND BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED IN THE NAME OF:

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

DATED THIS 20th DAY OF September, 1992.  
AT Sitka, Alaska  
FINANCE DIRECTOR, CITY AND BOROUGH OF SITKA

## WASTEWATER DISPOSAL

THIS SUBDIVISION HAS BEEN APPROVED BY THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION FOR WASTEWATER DISCHARGES TO APPROVED COLLECTOR SEWAGE SYSTEMS ONLY. OTHER MEANS OF WASTEWATER DISPOSAL ARE PROHIBITED WITHOUT PRIOR APPROVAL FROM THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION.

## CERTIFICATE OF APPROVAL BY THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION

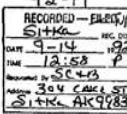
SUBJECT TO NOTED RESTRICTIONS, THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION APPROVES THIS SUBDIVISION FOR PLATTING. THIS APPROVAL IS BASED ON CRITERIA FOR SINGLE-FAMILY RESIDENTIAL DEVELOPMENT. NOTE RESTRICTIONS CONCERNING WASTEWATER DISPOSAL.

NAME AND TITLE OF ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION APPROVING OFFICIAL

## SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM PROPERLY REGISTERED AND LICENSED TO PRACTICE LAND SURVEYING IN THE STATE OF ALASKA, THAT THIS PLAT REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, AND THE MONUMENTS SHOWN HEREON ACTUALLY EXIST AS DESCRIBED, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT.

DATED 11-5-91 REGISTRATION NO. LS 1410  
Richard A. LeFevre  
REGISTERED LAND SURVEYOR



## SITKA RECORDING DISTRICT

DATE OF SURVEY SEPT 29, 1986 NAME OF SURVEYOR Richard A. LeFevre  
Book/Sheet 10-10-92 P.O. BOX 34278  
Ending 10-10-92 JOURNAL IN ALASKA  
RECORD NO. 10-10-92

## STATE OF ALASKA DEPARTMENT OF NATURAL RESOURCES DIVISION OF LAND & WATER

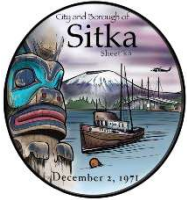
## ALASKA STATE LAND SURVEY NO. 88-62

A SUBDIVISION OF A PORTION OF LOT 15, U.S. SURVEY 1496 INTO TRACTS A THRU F LOCATED WITHIN UNSURVEYED SEC. 35, T.55S, R.63E, AND SEC. 2, T.56S, R.63E, C.R.M. AK.

DRAWN BY D.A.S. APPROVAL RECOMMENDED  
DATE SEPT. 29, 1986 DATE 10-10-92  
SCALE 1"=100' CHECKED FILE NO. ASLS 88-62







# CITY AND BOROUGH OF SITKA

## PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT GENERAL APPLICATION

- Applications must be deemed complete at least **TWENTY-ONE (21)** days in advance of next meeting date.
- Review guidelines and procedural information.
- Fill form out completely. No request will be considered without a completed form.
- Submit all supporting documents and proof of payment.

### APPLICATION FOR:

☒ VARIANCE

☐ CONDITIONAL USE

☐ ZONING AMENDMENT

☐ PLAT/SUBDIVISION

**BRIEF DESCRIPTION OF REQUEST:** Application for construction of a new 110' cellular tower structure to support increased wireless service in Sitka. The tower will be 100' with a 10' lightning rod for a total structure height of 110'. Please see attached supporting documentation.

### PROPERTY INFORMATION:

CURRENT ZONING: P PROPOSED ZONING (if applicable): N/A

CURRENT LAND USE(S): P - Public Use PROPOSED LAND USES (if changing): N/A

### APPLICANT INFORMATION:

PROPERTY OWNER: University of Alaska

PROPERTY OWNER ADDRESS: 1815 Bragaw Street, Suite 101, Anchorage, AK 99508-3438

STREET ADDRESS OF PROPERTY: 1332 Seward Avenue, Sitka, AK 99835

APPLICANT'S NAME: Verizon Wireless agent is New Horizons Telecom, Inc.

MAILING ADDRESS: One Verizon Way, Mail Stop 4AW100, Basking Ridge, New Jersey 07920

EMAIL ADDRESS: sgreenshields@nhtiusa.com DAYTIME PHONE: 907-315-3201

Greenshields, Sherrie

Last Name

1/14/22

Date Submitted

1332 Seward Avenue

Project Address

## REQUIRED SUPPLEMENTAL INFORMATION:

### For All Applications:

- ☒ Completed General Application form
- ☒ Supplemental Application (Variance, CUP, Plat, Zoning Amendment)
- ☒ Site Plan showing all existing and proposed structures with dimensions and location of utilities
- ☐ Floor Plan for all structures and showing use of those structures
- ☒ Proof of filing fee payment
- ☐ Other: \_\_\_\_\_

### For Marijuana Enterprise Conditional Use Permits Only:

- ☐ AMCO Application

### For Short-Term Rentals and B&Bs:

- ☐ Renter Informational Handout (directions to rental, garbage instructions, etc.)

## 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 understand that attendance at the Planning Commission meeting is required for the application to be considered for approval. I further authorize municipal staff to access the property to conduct site visits as necessary. I authorize the applicant listed on this application to conduct business on my behalf.

**Please see attached authorization letters**

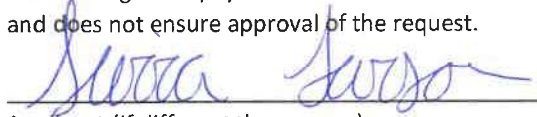
Owner \_\_\_\_\_

\_\_\_\_\_  
Date

Owner \_\_\_\_\_

\_\_\_\_\_  
Date

I 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.

  
Applicant (If different than owner) \_\_\_\_\_

01/28/22  
Date

**Larson, Sierra**

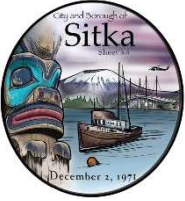
**1/14/22**

**1332 Seward Ave**

Last Name

Date Submitted

Project Address



# CITY AND BOROUGH OF SITKA

## PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT SUPPLEMENTAL APPLICATION FORM VARIANCE

### APPLICATION FOR

☐

ZONING VARIANCE – MINOR EXPANSIONS, SMALL STRUCTURES, FENCES, SIGNS

☒

ZONING VARIANCE – MAJOR STRUCTURES OR EXPANSIONS

☐

PLATTING VARIANCE – WHEN SUBDIVIDING

**RATIONALE** - Alaska Statute 29.40.040(b)3 states that a variance may not be granted solely to relieve financial hardship or inconvenience. Explain why a variance is required for your project.

Height variance required for cellular tower build to meet radio frequency engineer requirements for wireless coverage in Sitka.

### POTENTIAL IMPACTS *(Please address each item in regard to your proposal)*

- TRAFFIC \_\_\_\_\_  
Please see attached application narrative.
- PARKING \_\_\_\_\_  
Please see attached application narrative.
- NOISE \_\_\_\_\_  
Please see attached application narrative.
- PUBLIC HEALTH AND SAFETY \_\_\_\_\_  
Please see attached application narrative.
- HABITAT \_\_\_\_\_  
Please see attached application narrative.
- PROPERTY VALUE/NEIGHBORHOOD HARMONY \_\_\_\_\_  
Please see attached application narrative.
- COMPREHENSIVE PLAN \_\_\_\_\_  
Please see attached application narrative.

Greenshields, Sherrie

Last Name

1/14/22

Date Submitted

1332 Seward Avenue

Project Address

**REQUIRED FINDINGS** (Choose **ONE** applicable type and explain how your project meets these criterion):

**Major Zoning Variance** (Sitka General Code 22.30.160(D)1)

Required Findings for Variances Involving Major Structures or Expansions. Before any variance is granted, it shall be shown:

- a. *That there are special circumstances to the intended use that do not apply generally to the other properties. Special circumstances may include the shape of the parcel, the topography of the lot, the size or dimensions of the parcels, the orientation or placement of existing structures, or other circumstances that are outside the control of the property owner. Explain the special circumstances:*

Please see attached application narrative.

---

Please see attached application narrative.

---

- b. *The variance is necessary for the preservation and enjoyment of a substantial property right or use possessed by other properties but are denied to this parcel; such uses may include the placement of garages or the expansion of structures that are commonly constructed on other parcels in the vicinity. Explain the use/ enjoyment this variance enables:* \_\_\_\_\_

Please see attached application narrative.

---

- c. *The granting of such a variance will not be materially detrimental to the public welfare or injurious to the property, nearby parcels or public infrastructure. Initial Here* \_\_\_\_\_

**Minor Zoning Variance** (Sitka General Code 22.30.160(D)2)

Required Findings for Minor Expansions, Small Structures, Fences, and Signs.

- a. *The municipality finds that the necessary threshold for granting this variance should be lower than thresholds for variances involving major structures or major expansions. My request should be considered a minor zoning variance because:* \_\_\_\_\_

---

- b. *The granting of the variance furthers an appropriate use of the property. Explain the use or enjoyment this variance enables:* \_\_\_\_\_

---

- c. *The granting of the variance is not injurious to nearby properties or improvements. Initial Here* \_\_\_\_\_



**Platting Variance** (Sitka General Code 21.48.010)

- a. A variance from the requirements of this title may be granted only if the planning commission finds that the tract to be subdivided is of such unusual size and shape or topographical conditions that the strict application of the requirements of this title will result in undue and substantial hardship to the owner of the property. **Explain the conditions of the lot that warrant a variance:** \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- b. The granting of a platting variance will not be detrimental to the public safety, or welfare, or injurious to adjacent property. **Initial Here** \_\_\_\_\_

**ANY ADDITIONAL COMMENTS** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

New Horizons Telecom, Inc agent for Verizon Wireless  
Applicant

\_\_\_\_\_  
Date

**The City and Borough of Sitka, Alaska  
Sitka Communication Tower  
Height Variance Application**

**Submitted by:**

Verizon Wireless  
180 Washington Valley Road  
Bedminster, New Jersey 07921  
Contact: Amy Karn, Real Estate Specialist,  
Pacific Northwest Network Engineering  
Email: amy.karn@verizonwireless.com  
Office: 907.786.9922

**And its agent:**

New Horizons Telecom, Inc.  
901 Cope Industrial Way  
Palmer, AK 99645  
Contact: Sherrie Greenshields, Program Manager  
Email: [SGreenshields@nhtiusa.com](mailto:SGreenshields@nhtiusa.com)  
Mobile: 907.315.3201

**January 14, 2022**

## **1.0 INTRODUCTION**

Verizon Wireless is proposing construction of a 110-foot antenna structure (100-foot tower and 10-foot lighting rod) at 1332 Seward Avenue, Sitka, Alaska.

The tower will allow Verizon to fill a significant gap in cellular communications and wireless broadband to the surrounding area. The proposed facility is located on a parcel of land where utilities are a permitted use. When designing a new area for coverage or capacity, Verizon will first attempt to utilize an existing tower or structure for collocation at the desired antenna height. If an existing tower or structure is not available or not attainable because of space constraints or unreliable structure design, Verizon will propose a new tower.

A suitable alternative to a new tower build was unable to be found that would provide the required coverage. The proposed Sitka site project is the least intrusive alternative to fill the significant gap in Verizon's coverage in the area. Verizon antennas are placed at XX foot elevation to optimize coverage.

The attached Exhibit B (Propagation Maps) outline and explain the predicted coverage that the construction of this site will allow.

Sitka Code limits principal structure height in this zoning district (P – Public lands district) at 40 ft. The proposed height of 110 feet will require a height variance.

The below narrative describes the proposed tower project in detail and responds to the City and Borough of Sitka Supplemental Application Form for a Variance (Section 4.0)

## **2.0 TOWER AND SITE DESIGN**

The proposed structure is a 100-foot monopole (w/ 10-foot lightning rod). The final structure height will be 110 feet. The proposed tower will be constructed within a previously developed area that includes structures and large parking area, currently used by University of Alaska, Southeast. The tower will be located within a 30'x 27' fenced compound at the western side of the parcel, placed to the west of the UAS Building. The tower site will be designed to allow future collocations by others.

The tower is located within a Public Lands zoning district..

The National Park Service National Register of Historic Places (NRHP) was reviewed for any historic properties within 0.5-mile radius of the proposed tower location. The site is listed in the Alaska Heritage Resource Survey inventory as "Japonski Island", site number SIT-00070. Preservation Status: Listed – National Historic Landmark (NHL).

The Sitka Historic Preservation Commission will be asked to review and comment on the proposed tower build.

## **3.0 TOWER ILLUMINATION**

Illumination is typically only installed when instructed by the FAA for the health and safety of aviators or when otherwise required by federal and state agencies. An application has been submitted to the FAA but no response has been received as of the date of this submittal. We will provide receipt of the FAA determination to the Sitka Planning Department. The document can also be searched and downloaded from the FAA's website using Aeronautical Study Number 2022-AAL-9-OE once the review is completed. Verizon will not install aviator illumination on this tower if not required by the FAA.

#### **4.0 SITKA SUPPLEMENTAL APPLICATION FORM – VARIANCE**

Portions of the City & Borough of Sitka Supplemental Application Form for a Zoning Variance, requires addressing elements of potential impacts that may arise from the proposal of the site build. Below please find responses to each element of potential impacts:

**Traffic Impacts** – No impacts to traffic are expected to arise from the construction of this site. During construction there may be an increase of crew trucks and equipment in the general area but that is expected to be temporary in nature and no long-term traffic impacts will arise from construction of this site.

**Parking** – No impacts to public parking are expected to arise from the construction of this site. There is ample area on the parcel for parking during site construction. Once the site is built, access will be minimal and generally consist of maintenance activities. There is possibility of future carrier collocations on the tower but this activity will not impact public parking.

**Noise** – Any noise impacts that will arise from the construction of the site will be temporary in nature and will only occur during standard work hours. Construction of the tower is expected to take eight (8) weeks. Once constructed the site generates no noise with the exception of backup generators which will generate noise during exercising and during power outages.

**Public Health & Safety** – The proposed tower will protect the public health, safety, and welfare by providing cellular and wireless broadband services to a currently underserved area, impacting both area households and residents and transient customers seeking to access this technology from roadways and public spaces in the area.

**Habitat** – No impacts to habitat are expected to occur from the construction of this site. The location selected for this site built is within an already developed area. No clearing of trees is required.

**Property Value/Neighborhood Harmony** – No impacts to property value or neighborhood harmony are expected to occur from construction of this site. The location selected for the site build is located next to the UAS building.

**Comprehensive Plan** – No negative impacts to the City of Sitka Comprehensive Plan are expected. One of the goals of the Comprehensive Plan is to invest in increasing Sitka's internet capacity. The construction of this cell tower will help to provide increased coverage to the citizens of Sitka and provide alternative options for wireless carriers.

## 5.0 SITKA GENERAL CODE REVIEW FOR HEIGHT VARIANCE

### Chapter 22.16 DISTRICT REGULATIONS

#### 22.16.015 Permitted, conditional and prohibited uses.

*Verizon Response: Verizon Wireless as a utility, is a permitted use in the Public land district. See partial table 22.16.015-4.*

ZONES	P(1)	SF	SFLD	R-1	R-1 MH	R-1 LDMH	R-2	R-2 MHP	CBD	C-1	C-2	WD (2)	I	GI(3)	LI(3)	R	OS	GP (6)	C (8)
Utility facilities (transformers, pump stations, etc.)	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		

### Chapter 22.20 SUPPLEMENTAL DISTRICT REGULATIONS AND DEVELOPMENT STANDARDS

#### 22.20.055 Communications antennas and towers.

Communications [antennas](#) and towers are permitted [accessory uses](#) within the R-1, R-1 MH, R-1 LDMH, R-2 and R-2 MHP zoning districts as long as the tower or [antenna](#) does not exceed the allowable height of [structures](#) allowed within the specific district. If ground-mounted, guy wires shall not exceed the property on which the antenna/tower is located. In all cases, towers and [antennas](#) shall be structurally sound and properly constructed. Any request for a tower or [antenna](#) exceeding the height limits of the zoning district shall require a [variance](#). (Ord. [02-1683](#) § 4 (part), 2002.)

*Verizon Response: Height variance required to provide service in area of significant gap coverage. Refer to Exhibit B for propagation maps. In Table 22.20-1 Principal Structure height is limited to 40 ft. Verizon tower height with lightning rod is proposed at 110 ft.*



**Partial Table 22.20-1  
Development Standards (2)**

	MINIMUM <u>LOT</u> REQUIREMENTS		MINIMUM <u>SETBACKS</u>			MAXIMUM HEIGHTS <sup>(18)</sup>		MAXIMUM BUILDING COVERAGE	MAXIMUM <u>DENSITY</u>
ZONES	Width	Area <sup>(1, 17)</sup>	Front <sup>(3)</sup>	Rear	Side	Principal <u>Structures</u>	Accessory <u>Structures</u>		
P	(4)	(4)	20 ft.	15 ft.	10 ft.	40 ft.	16 ft.	35%	
SF	80 ft.	6,000 s.f.	14 ft. <sup>(8)</sup>	8 ft. <sup>(9)</sup>	5/9 ft. <sup>(19)</sup>	35 ft. <sup>(10)</sup>	16 ft.	50%	
SFLD	80 ft.	15,000 s.f.	20 ft. <sup>(8)</sup>	20 ft. <sup>(9)</sup>	15 ft.	35 ft. <sup>(10)</sup>	16 ft.	35%	
R-1 <sup>(6)</sup>	80 ft.	6,000 s.f.	14 ft. <sup>(8)</sup>	8 ft. <sup>(9)</sup>	5/9 ft. <sup>(19)</sup>	35 ft. <sup>(10)</sup>	16 ft.	50%	
R-1 MH <sup>(6)</sup>	80 ft.	6,000 s.f.	14 ft. <sup>(8)</sup>	8 ft. <sup>(9)</sup>	5/9 ft. <sup>(19)</sup>	35 ft. <sup>(10)</sup>	16 ft.	50%	
R-1 LD/ LDMH	80 ft.	15,000 s.f. <sup>(5)</sup>	20 ft. <sup>(8)</sup>	20 ft. <sup>(9)</sup>	15 ft.	35 ft. <sup>(10)</sup>	16 ft.	35%	

## 22.24.020 Variances.

The purpose of this section is to provide a means of altering the requirements of this code in specific instances where the strict application of those requirements would deprive a property of privileges enjoyed by other properties with the identical regulatory zone because of special features or constraints unique to the property involved. The city shall have the authority to grant a [variance](#) from the provisions of this code when, in the opinion of the planning commission, the conditions as set forth in Section [22.30.160\(D\)](#) have been found to exist. In such cases a [variance](#) may be granted which is in harmony with the general purpose and intent of this code so that the spirit of this code shall be observed, public safety and welfare secured, and substantial justice done.

A. Application Requirements. The application shall contain the following data:

1. Legal description of the property affected;

***Verizon Response: The legal description of the property affected by this variance request is as follows: Lease area is located within Tr. D ASLS 88-62, Plat #92-19, SITKA RECORDING DISTRICT, FIRST JUDICIAL DISTRICT, STATE OF ALASKA.***

2. Plot plan showing the location of all existing and proposed [buildings](#) or [alterations](#) of such [buildings](#), dimensions to the property lines on all sides from the building(s) and clearly showing the specific relief requested in accordance with the provisions of Chapter [22.30](#), [Zoning Code](#) Administration.

*Verizon Response: Refer to Exhibit A – Final Survey of Lease Area attached.*

## **22.30.160 Planning commission review and decision.**

### **D. Required Findings for [Variances](#).**

1. Required Findings for [Variances](#) Involving Major [Structures](#) or Expansions. Before any [variance](#) is granted, it shall be shown:
  - a. That there are special circumstances to the intended use that do not apply generally to the other properties. Special circumstances may include the shape of the parcel, the topography of the [lot](#), the size or dimensions of the parcels, the orientation or placement of existing [structures](#), or other circumstances that are outside the control of the property owner;
  - b. The [variance](#) is necessary for the preservation and enjoyment of a substantial property right or use possessed by other properties but are denied to this parcel; such uses may include the placement of [garages](#) or the expansion of [structures](#) that are commonly constructed on other parcels in the vicinity;

*Verizon Response (items a&b): Height variance requested to fill significant gap in the Verizon Wireless coverage.*

- c. That the granting of such a [variance](#) will not be materially detrimental to the public welfare or injurious to the property, nearby parcels or public infrastructure;

*Verizon Response: The tower is located in an Public Lands zoned district. The granting of a height variance for the tower build will not be materially detrimental to the public welfare or injurious to the property, nearby parcels or public infrastructure.*

- d. That the granting of such a [variance](#) will not adversely affect the [comprehensive plan](#).

*Verizon Response: The granting of a height variance for this tower will not adversely affect the Sitka Comprehensive Plan. The tower will benefit the community by providing increased telecom service coverage options.*

## **6.0 CONCLUSION**

Verizon's Sitka network includes a significant gap in coverage in the proposed site vicinity as depicted in attached propagation study in Exhibit B. After a search of available sites which could meet the technical requirements necessary to fill this coverage gap, Verizon has identified a lease area adjacent to the UAS building on Japonski Island in Sitka, Alaska as the location which will allow for construction meeting network requirements. As described in this application, this tower location is the least intrusive and most appropriate option to meet the significant gap in Verizon coverage, which can only be met through placement of a new tower. Therefore, Verizon respectfully requests that the Sitka Planning Commission grant the Height Variance.

## **7.0 EXHIBITS**

Exhibit A: Preliminary Site Plan and Final Survey

Exhibit B: Verizon Wireless Propagation Maps

Exhibit C: FAA Determination (will be forwarded upon receipt)

635 E. 40<sup>th</sup> Avenue  
Anchorage, AK 99503

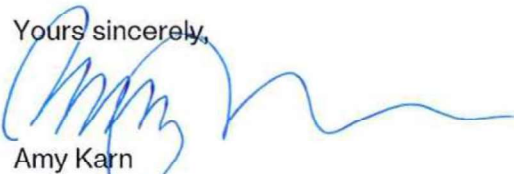
Amy G. Karn  
Real Estate Specialist

December 12, 2019

To Whom It May Concern:

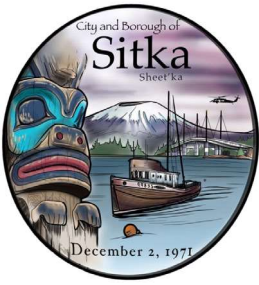
New Horizons Telecom, Inc. is an authorized representative of Verizon Wireless and has been contracted to perform cellular site development activities (i.e., real estate leasing, land use entitlements, materials procurement, architectural engineering, equipment installation, design and construction, etc.) on behalf of Verizon in connection with our existing and future telecommunications facilities. Should you have any questions, please feel free to contact me directly.

Yours sincerely,



Amy Karn  
Real Estate Specialist  
O: 907.786.9943  
amy.karn@verizonwireless.com





# City and Borough of Sitka

PROVIDING FOR TODAY...PREPARING FOR TOMORROW

---

*Coast Guard City*

## **Planning and Community Development Department**

### **AGENDA ITEM:**

Case No: P 21-04  
Proposal: Final plat for a minor subdivision  
Applicant: David Thomas  
Owner: David Thomas  
Location: 601 Baranof Street  
Legal: Lot 1, Shaffer/Rezek Lot Line Adjustment  
Zone: R-1 Single-Family and Duplex Residential District  
Size: 54,134 square feet  
Parcel ID: 1-7020-000  
Existing Use: Residential  
Adjacent Use: Single-Family, Duplex, Cemetery  
Utilities: Existing  
Access: Baranof Street, Hirst Street

### **KEY POINTS**

- Proposal is to create 2 lots above dimensional development standards at 21,695 square feet and 32,444 square feet
- Both lots will have direct vehicular access to CBS rights-of-way
- Existing infrastructure is in place to provide parking, access, and utilities

### **RECOMMENDATION**

Staff recommends approval of the final plat for a minor subdivision at 601 Baranof Street subject to the attached conditions of approval.

### **ATTACHMENTS**

Attachment A: Aerial  
Attachment B: Current Plat  
Attachment C: Proposed Plat  
Attachment D: Photos  
Attachment E: Applicant Materials

## **BACKGROUND AND PROJECT DESCRIPTION**

The applicant proposes to subdivide 601 Baranof Street into two lots. 601 Baranof Street is currently the only lot in a minor subdivision. Adjacent portions of undeveloped rights-of-way, Alpine Street and Highland Street, were partially vacated by the city and incorporated into the lot during the 2008 lot line adjustment action. Creating an additional lot with direct access to a right-of-way constitutes this proposal as a minor subdivision.

601 Baranof Street is a large lot at 54,134 square feet, with direct contact from 2 rights-of-way, Baranof Street and Hirst Street. Currently, a single-family dwelling sits toward the Baranof Street portion of the lot. The subdivision proposal would be such that the resultant lots would each have independent access via a right-of-way. Lot 1 would include the existing structure and be accessed by Baranof Street, as it is currently. Lot 2 would gain access via Hirst Street.

The newly created parcels will exceed the development standards for the R-1 zoning district, the minimum lot size in this zone is 6,000 square feet net of access easements. In the proposed subdivision, the lots will have the following sizes:

- Lot 1: 21,695 sf
- Lot 2: 32,444 sf

The CBS internal Development Review Committee has reviewed this request and are supportive of the subdivision concept. Comments were received regarding the likely presence of wetlands in this area as well as the potential for drainage courses to be impacted if the lots were more intensely developed. In accordance with SGC 21.40.130, an engineered drainage plan was necessary prior to final plat approval. A drainage plan has been submitted to, and approved by, municipal engineering, satisfying this requirement.

### **Title 21**

The purposes of the subdivision regulations are: to promote and protect the public, health, safety and welfare; provide for appropriate roads, streets, and access; provide for useful, adequate and convenient open space; provide for means for efficient transportation, mobility, and access; assure adequate utilities; provide for emergency response accessibility; provide adequate recreation, light, and air; avoid population congestion; facilitate orderly development and growth; and accurate surveying.<sup>1</sup> These factors are analyzed in the below Analysis section.

### **Development Standards**

The minimum lot area for the R-1 district is 6,000 square feet and 80' minimum lot width. Proposed lots meet these requirements.

## **ANALYSIS**

**Site:** Site is a mostly flat and wooded wetlands area with a steep embankment along the eastern property line.

**Utilities:** Lot 1 has water and electricity from Baranof Street. There is a sewer easement across Lot 2 for Lot 1 to connect to the Hirst Street main. Lot 2 will have all utilities served via Hirst Street.

---

<sup>1</sup> SGC Section 21.04.020

**Access, Roads, Transportation, and Mobility:** Lot 1 is directly accessed from Baranof Street and Lot 2 will be directly access by Hirst Street, both are municipally maintained rights-of-way.

**Public Health, Safety and Welfare:** No negative impacts to public health, safety, or welfare are anticipated. The proposal subdivision creates a new opportunity for single-family/duplex development in a developed residential neighborhood.

**Orderly and Efficient Layout and Development:** The proposal is a more efficient use of existing access to rights-of-way and utilities while providing new development opportunity for a large, undeveloped space.

### **COMPREHENSIVE PLAN**

The proposed minor subdivision final plat complies with the Comprehensive Plan by encouraging higher density development in an infill, residential area.

### **RECOMMENDED MOTION**

**1. I move to approve the final plat for a minor subdivision to result in two lots at 601 Baranof Street in the R-1 single-family and duplex residential district subject to the attached conditions of approval. The property is also known as Lot 1, Shaffer/Rezek Lot Line Adjustment. The request is filed by David Thomas. The owner of record is David Thomas.**

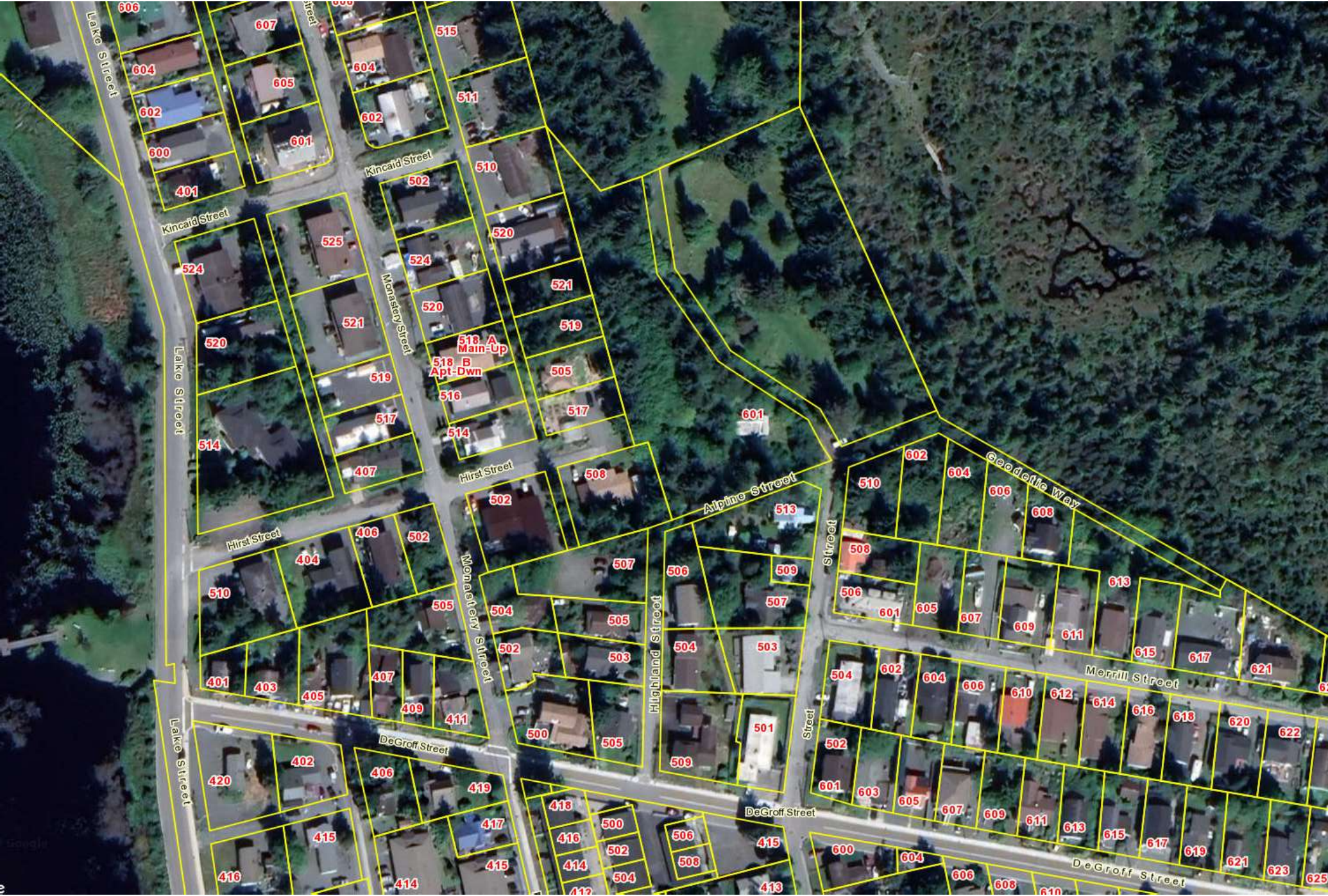
Conditions of Approval.

- 1) All utilities, including water, sewer, and electricity shall be required to have an approved permit from the municipality; and all utility permits and design shall comply with all applicable code and design polices including, but not limited to 15.04.100, 15.04.110, 15.04.240, and 15.04.250.
- 2) This subdivision development and the plat, prior to recording, complies with all applicable Sitka General Code.
- 3) All applicable state, federal, and tribal permits, licenses, regulations, and statutes shall be followed in subdividing this land.
- 4) Easement maintenance agreements for any access and utility easements shall be developed, reviewed by the Planning Department, and recorded before final plat recording.
- 5) All easement agreements will be cited via plat notes. The City and Borough of Sitka is a party to all easements.

**2. I move to adopt the following findings as listed in the staff report:**

- a. The final plat meets its burden of proof as to access, utilities, and dimensions as proposed;
- b. The proposed minor subdivision final plat complies with the Comprehensive Plan by following the subdivision process, enabling residential development of otherwise vacant land, and encourages higher density development in an infill, residential area;
- c. The proposed minor subdivision final plat complies with the subdivision code; and
- d. The minor subdivision final plat is not injurious to the public health, safety, and welfare and further, that the proposed plat notes and conditions of approval protect the harmony of use and the public's health, safety, and welfare.







# CERTIFICATE OF OWNERSHIP AND DEDICATION

WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREIN AND THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH OUR FREE CONSENT AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

3-19-2008 *Bradley L Shaffer*  
DATE OWNER (SIGNATURE)  
3-19-2008 *Bradley L Shaffer*  
DATE OWNER (SIGNATURE)

## NOTARY'S ACKNOWLEDGMENT

US OF AMERICA  
STATE OF ALASKA  
CITY & BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS 19th DAY OF March, 2008, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED *Bradley L. Shaffer* and *Alvin J. Rezek* as Executor of *Patrick J. Rezek*.

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUALS MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND *Alvin J. Rezek* ACKNOWLEDGED TO ME THAT *Alvin J. Rezek* SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THAT CITY AND COUNTY FIRST HEREIN WRITTEN.

*Sam Russell*  
NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA  
MY COMMISSION EXPIRES 4-15-2011



## 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 *Bradley L. Shaffer* and *Alvin J. Rezek* as Executor of *Patrick J. Rezek* 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 FOR THE YEAR 2007, AND I, THE CITY & BOROUGH OF SITKA, DO NOT HAVE ANY OTHER TAXES DUE FOR THE YEAR 2007, AND I, THE CITY & BOROUGH OF SITKA, DO NOT HAVE ANY OTHER TAXES DUE FOR THE YEAR 2007.

*Sam Russell*  
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 PLATTING BOARD, AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION NO. 2008-11, DATED 03/25/2008, AND THAT THE PLAT SHOWN HEREIN HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, SITKA, ALASKA.

*Sam Russell*  
DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, SITKA, ALASKA

## 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 MONITE BOOK PAGE 10, DATED 03/25/2008, AND THAT THE PLAT SHOWN HEREIN HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX-OFFICIO RECORDER, SITKA, ALASKA.

*John C. Shaffer*  
DISTRICT COURT, EX-OFFICIO RECORDER, SITKA, ALASKA



CITY AND BOROUGH 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 *Bradley L. Shaffer* and *Alvin J. Rezek* as Executor of *Patrick J. Rezek* and THAT ALL ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL.

DATED THIS 20th DAY OF March, 2008, AT SITKA, ALASKA.

*Shirley*  
FINANCE DIRECTOR, CITY & BOROUGH OF SITKA

*Shirley*  
FINANCE DIRECTOR, CITY & BOROUGH OF SITKA

O'NEILL  
SURVEYING AND ENGINEERING

BOX 1849 SITKA, ALASKA 99835  
PHONE: (907) 747-6700  
FAX: (907) 747-7590  
EMAIL: sitkasurveys@worldnet.att.net

BY DATE REV DESCRIPTION OF CHANGE

RECORD OF REVISIONS



DESIGNED BY: P. O'NEILL  
DRAWN BY: MARIACAR  
CHECKED BY: P. O'NEILL  
DATE OF PLAT: 14, 2008 \* 11/12/08  
SCALE: 1" = 30'  
DRAWING NAME: 30169-05  
PROJECT NO: 30169-06

## SURVEYOR'S CERTIFICATE

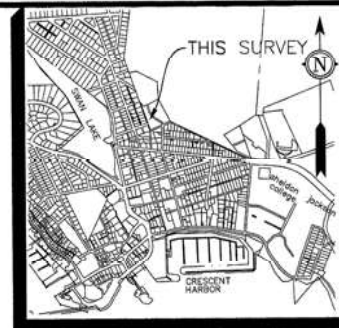
I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN *June 2008*, A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.

*Patrick J. O'Neill*  
DATE 3/12/08  
PATRICK J. O'NEILL, L.S. 6304

## SHAFFER/REZEK LOT LINE ADJUSTMENT

LOT 1 BLK 1 SIRSTAD ADDITION (PLAT 70)  
AND LOT 1 REZEK SUBDIVISION (PLAT 85-33)

CLIENT: BRAD SHAFFER  
508 HIRST STREET  
SITKA, ALASKA 99835



VICINITY MAP  
SCALE 1"=1,000'

## LEGEND

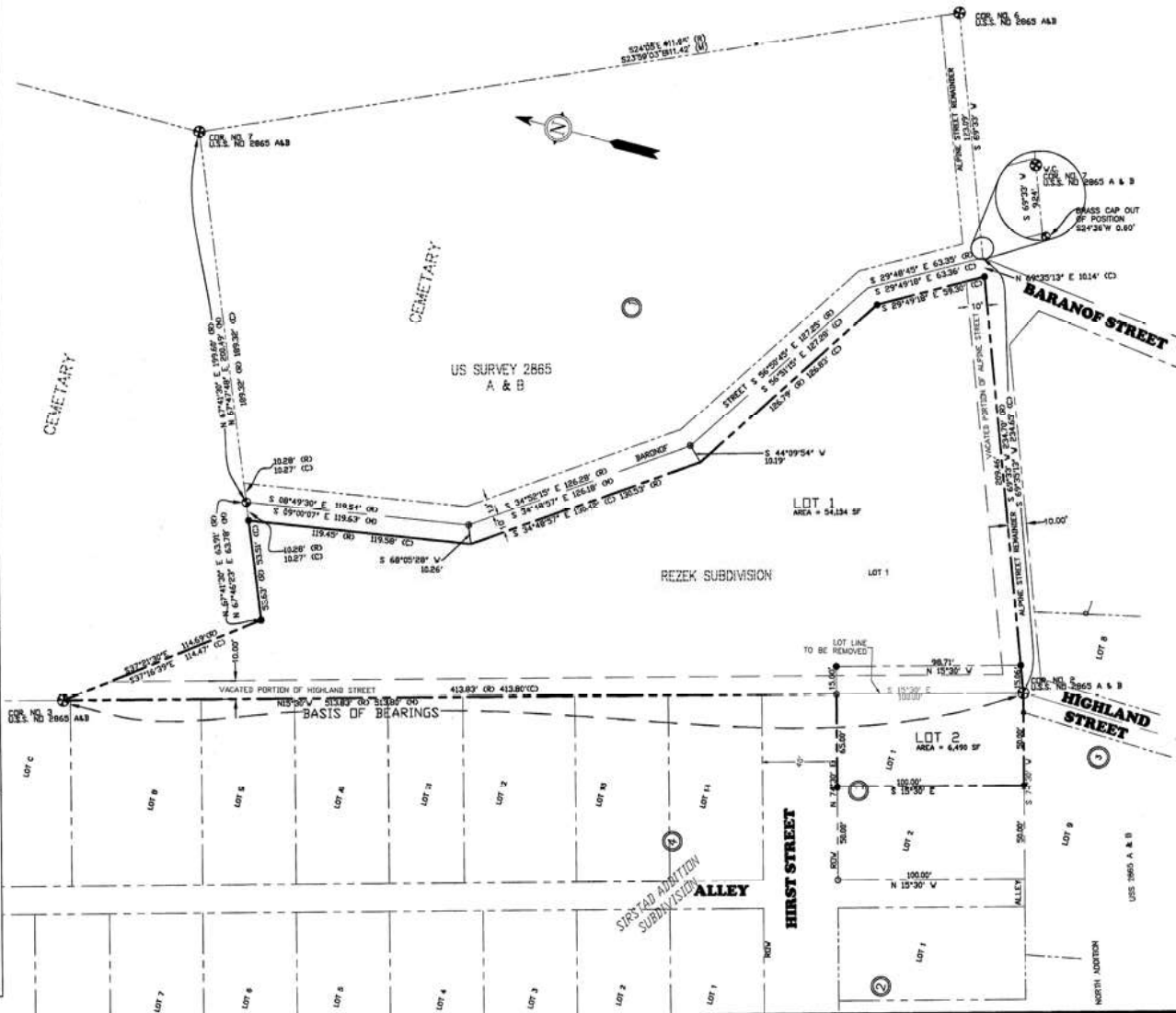
- ⊙ PRIMARY CONTROL MONUMENT (RECOVERED)
- ⊕ OLD/BLN PRIMARY BRASS CAP (RECOVERED)
- ⊙ SECONDARY MONUMENT (RECV)
- ⊙ SECONDARY MONUMENT (RECOVERED)
- ⊙ CONCRETE BLOCK WITH LEAD PLUG AND COPPER POINT
- ⊙ RECORDED DATA
- ⊙ COMPUTED DATA
- ⊙ MEASURED DATA

## NOTES

1. THE PURPOSE OF THIS PLAT IS TO ADD 15 FEET FROM THE REZEK SUBDIVISION TO LOT 1, BLOCK 1 OF THE SIRSTAD ADDITION.
2. ALL OF HIGHLAND STREET AND ONE HALF OF THE PORTION OF ALPINE STREET ADJACENT TO LOT 1 OF REZEK SUBDIVISION, ACCORDING TO PLAT NO. 85-33, FILED ON NOVEMBER 8, 1965, SITKA RECORDING DISTRICT, FIRST JUDICIAL DISTRICT, STATE OF ALASKA HAS BEEN VACATED. SEE SERIAL NO. 2007-0332-0.
3. THE HIGHLAND STREET RIGHT OF WAY ALONG THE WESTERLY BOUNDARY OF LOT 1 REZEK SUBDIVISION PLAT NO. 85-33 HAS BEEN VACATED BY SITKA CITY ORDINANCE 2007-15.

2008-2  
Sitka REC DIST  
DATE 4-1-2008  
TIME 10:14 A.M.  
Prepared by: SCB  
Address:

30 15 0 30 60 90  
SCALE IN FEET



### CERTIFICATE OF OWNERSHIP AND DEDICATION

WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREIN AND THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH OUR FREE CONSENT AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE \_\_\_\_\_ OWNER \_\_\_\_\_ (SIGNATURE) \_\_\_\_\_

DATE \_\_\_\_\_ OWNER \_\_\_\_\_ (SIGNATURE) \_\_\_\_\_

### 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, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED \_\_\_\_\_

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

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

MY COMMISSION EXPIRES \_\_\_\_\_

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

### CERTIFICATE OF PAYMENT OF TAXES (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 \_\_\_\_\_

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 TAXES FOR THE YEAR 20\_\_\_\_ WILL BE DUE ON OR BEFORE AUGUST 31, 20\_\_\_\_ DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_

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 PLATTING BOARD, AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION NO. \_\_\_\_\_ DATED \_\_\_\_\_, 20\_\_\_\_, AND THAT THE PLAT SHOWN HEREIN HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, SITKA, ALASKA.

DATE \_\_\_\_\_ CHAIRMAN, PLATTING BOARD

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 MINUTE BOOK \_\_\_\_\_ PAGE \_\_\_\_\_ DATED \_\_\_\_\_, 20\_\_\_\_, AND THAT THE PLAT SHOWN HEREIN HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX-OFFICIO RECORDER, SITKA, ALASKA.

DATE \_\_\_\_\_ MAYOR

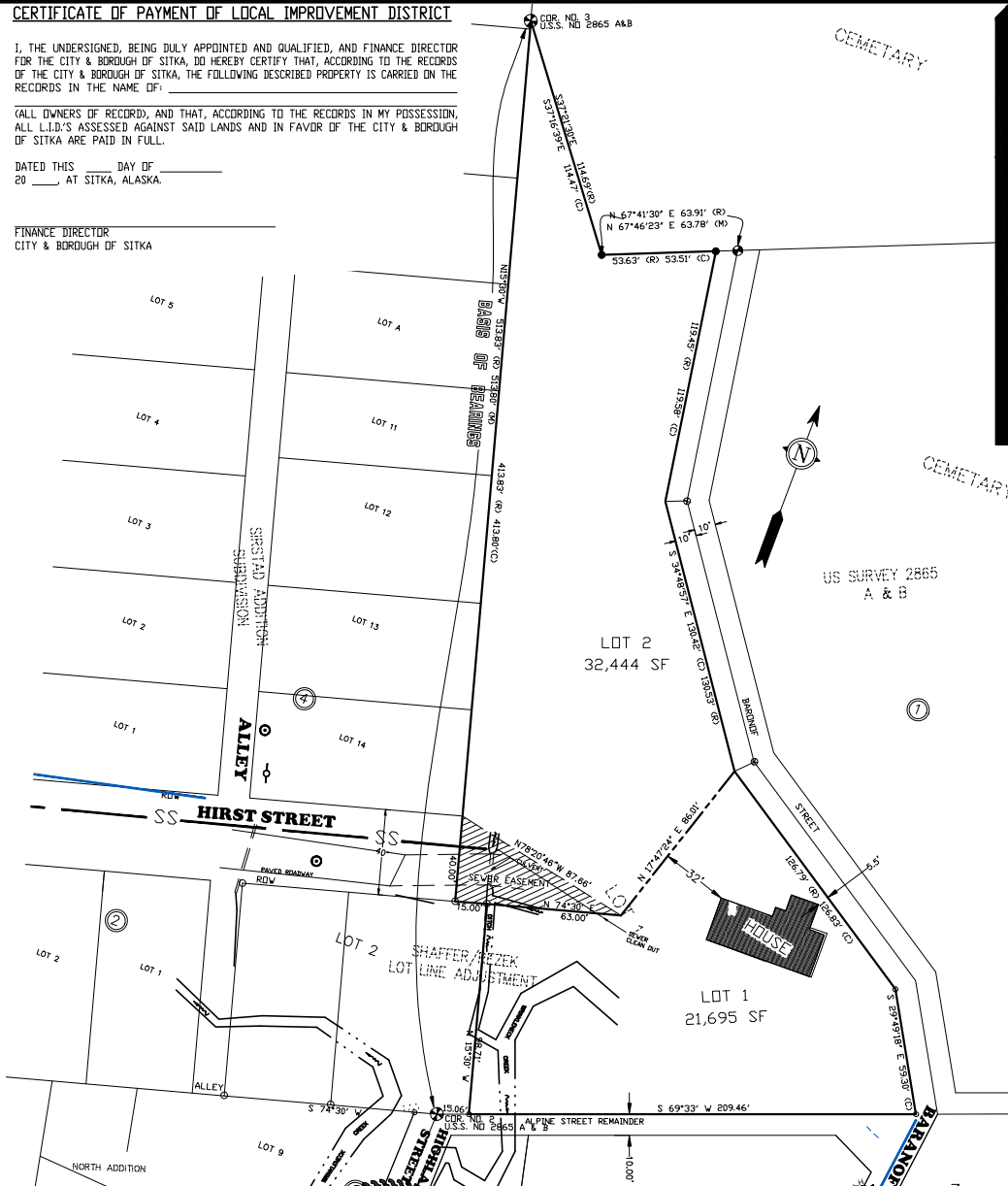
CITY AND BOROUGH CLERK

### 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 \_\_\_\_\_

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, AT SITKA, ALASKA.

FINANCE DIRECTOR  
CITY & BOROUGH OF SITKA



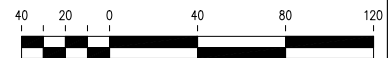
VICINITY MAP  
SCALE 1"=1,000'

### LEGEND

- PRIMARY CONTROL MONUMENT RECOVERED (BRASS CAP)
- BLM/GLD PRIMARY BRASS CAP (RECOVERED)
- SECONDARY MONUMENT (SET)
- SECONDARY MONUMENT (RECOVERED)
- (R) RECORDED DATA
- (C) COMPUTED DATA
- (M) MEASURED DATA

### NOTES

- THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE LOT 1 SHAFER-REZEK LOT LINE ADJUSTMENT INTO TWO LOTS.
- AN EASEMENT AGREEMENT FOR THE SEWER EASEMENT CROSSING LOT 2 FOR THE BENEFIT OF LOT 1 IS RECORDED IN THE SITKA RECORDING DISTRICT UNDER SERIAL NO. \_\_\_\_\_
- THE MUNICIPALITY IS PARTY TO ALL EASEMENTS AND PLAT NOTES. THEY SHALL NOT BE MODIFIED WITHOUT APPROVAL OF THE PLATTING BOARD. THERE SHALL BE NO ENCROACHMENTS ON CITY ASSETS OR EASEMENTS.



SITKA RECORDING DISTRICT

**NORTH 57**  
**LAND SURVEYING**  
(907) 747-6700 2007 CASCADE CREEK ROAD, SITKA, AK 99835

BY	DATE	REV.	DESCRIPTION OF CHANGE

RECORD OF REVISIONS



DESIGNED: K. O'NEILL  
DRAWN: JCH/ACAD  
CHECKED: KJO  
DATE OF PLAT/DATE/TIME  
SCALE: 1" = 40'  
DRAWING NAME: 40296-01  
PROJECT NO. 40296-01

### SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN A SURVEY OF THE HEREIN DESCRIBED LANDS 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 ENCROACHMENTS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.

DATE \_\_\_\_\_ KELLY O'NEILL LS 13321

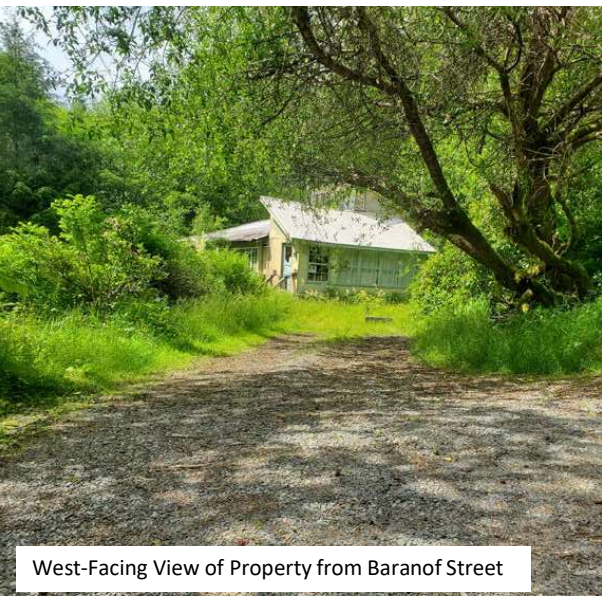
### DT SUBDIVISION

LOT 1 SHAFER-REZEK LOT LINE  
ADJUSTMENT (PLAT NO. 2008-2)

CLIENT: DAVID THOMAS

SHEET 1 OF 1





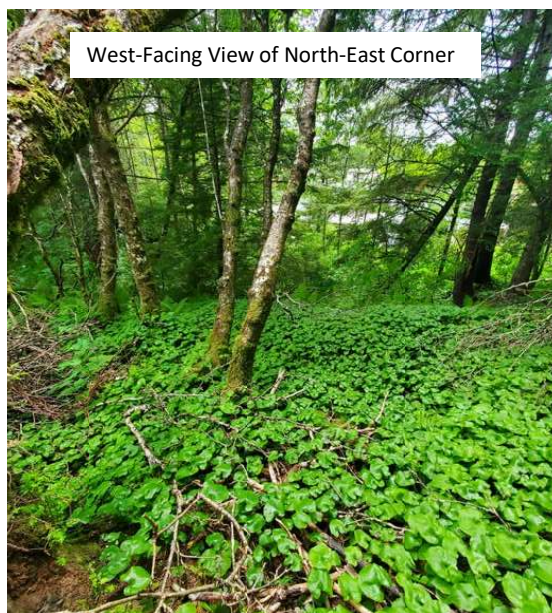
West-Facing View of Property from Baranof Street



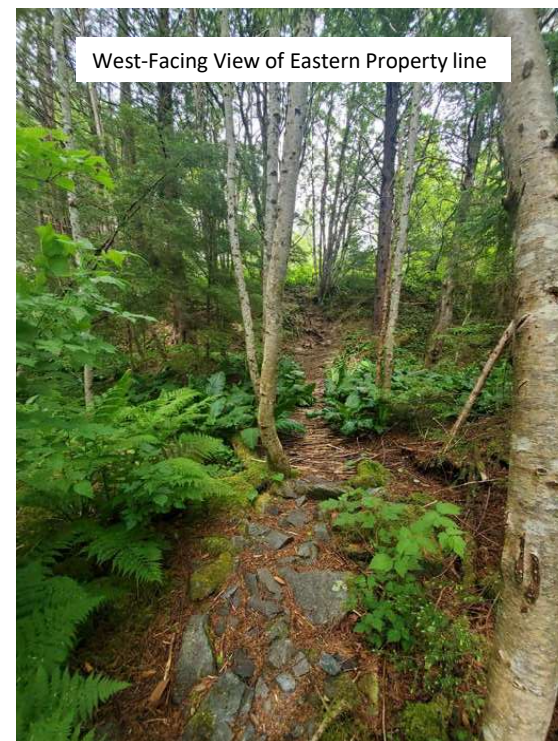
East-Facing View of Entrance from Hirst Street



West-Facing View of Lot 2 Interior



West-Facing View of North-East Corner



West-Facing View of Eastern Property line







# CITY AND BOROUGH OF SITKA

## PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT SUPPLEMENTAL APPLICATION FORM PLAT APPLICATION

### APPLICATION FOR

- ☐ MAJOR SUBDIVISION/PLANNED UNIT DEVELOPMENT  
☒ MINOR SUBDIVISION/HYBRID SUBDIVISION  
☐ SUBDIVISION REPLAT/LOT MERGER/EASEMENT AMENDMENT  
☐ BOUNDARY LINE ADJUSTMENT


### ANALYSIS: (Please address each item in regard to your proposal)

- SITE/DIMENSIONS/TOPOGRAPHY:** Site is generally flat with a hillside on the cemetery side of the lot. The site is wooded with some drainages (shown on the plat)  
\_\_\_\_\_  
\_\_\_\_\_
- EXISTING UTILITIES AND UTILITY ROUTES:** water and electricity come from Baranof Street, Sewer line feeds into Hirst St. access, new lot will have all utilities from the Hirst St. Access  
\_\_\_\_\_
- PROPOSED UTILITIES AND UTILITY ROUTES:** New lot will get everything from the Hirst St. One small easement will be necessary for the existing sewer to the existing house  
\_\_\_\_\_
- ACCESS, ROADS, TRANSPORTATION, AND MOBILITY:** Lot 1 will keep the existing driveway from the Baranof St. Side and Lot 2 will keep the existing driveway from the Hirst St. Side.  
\_\_\_\_\_
- IMPACT OF PROPOSAL ON ANY EXISTING EASEMENTS:** No existing easement on the property -  
\_\_\_\_\_
- PUBLIC HEALTH, SAFETY, AND WELFARE:** No negative impact will be created on the public with this proposal. This will create an additional buildable lot for the public and create additional housing  
\_\_\_\_\_
- ACCESS TO LIGHT AND AIR:** The lot is heavily wooded but has very little brush and has a secluded feel while still having close proximity to amenities. Both lots will continue to have access to both light and air.  
\_\_\_\_\_



- **ORDERLY AND EFFICIENT LAYOUT AND DEVELOPMENT:** The existing lot currently has two separate access  
points, making an efficient layout for 2 lots simple and easy. Both lots will still be significant size
- **DESCRIBE ALL EXISTING STRUCTURES, THEIR USE, AND PROXIMITY TO PROPOSED PROPERTY LINES:**  
Lot 1 has one structure (old house) on it already. This structure is about to be demolished  
(see Preliminary plat) Lot 2 has no structures, it is a wooded area with access to Hirst  
St. and the cemetery road on the back side of the property.
- **EXISTENCE OF ANY ENCROACHMENTS:** No existing encroachments noted - see preliminary plat
- **AVAILABILITY OF REQUIRED PARKING:** Both lots will be significantly larger than the minimum lot size  
and both will have direct access to City Streets making parking on both lots a non issue.
- **SUMMARY OF PROPOSED EASEMENT AGREEMENTS OR COVENANTS:** There may be a Sanitary Sewer  
Easement required through Lot 2 for the benefit of Lot 1 required (depending on where the  
Existing Clean out is located, an agreement will be created between the two lot if necessary.

**ANY ADDITIONAL COMMENTS** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

  
Applicant

4-30-21  
Date



# CITY AND BOROUGH OF SITKA

## PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT GENERAL APPLICATION

- Applications must be deemed complete at least **TWENTY-ONE (21)** days in advance of next meeting date.
- Review guidelines and procedural information.
- Fill form out completely. No request will be considered without a completed form.
- Submit all supporting documents and proof of payment.

### APPLICATION FOR:

☐ VARIANCE☐ CONDITIONAL USE☐ ZONING AMENDMENT☒ PLAT/SUBDIVISION

**BRIEF DESCRIPTION OF REQUEST:** Subdivide Lot 1 Shaffer/Rezek Lot Line Adjustment into two large

lots.

### PROPERTY INFORMATION:

CURRENT ZONING: R2 PROPOSED ZONING (if applicable):

CURRENT LAND USE(S): Residential PROPOSED LAND USES (if changing):

### APPLICANT INFORMATION:

PROPERTY OWNER: David Thomas

PROPERTY OWNER ADDRESS: 1513 Davidoff St.

STREET ADDRESS OF PROPERTY: 601 Baranof Street

APPLICANT'S NAME: David Thomas

MAILING ADDRESS: 1513 Davidoff St.

EMAIL ADDRESS: aknortherner@gmail.com DAYTIME PHONE: 907-738-1697

Last Name

Date Submitted

Project Address

## REQUIRED SUPPLEMENTAL INFORMATION:

### For All Applications:

- ☐ Completed General Application form
- ☐ Supplemental Application (Variance, CUP, Plat, Zoning Amendment)
- ☐ Site Plan showing all existing and proposed structures with dimensions and location of utilities
- ☐ Floor Plan for all structures and showing use of those structures
- ☐ Proof of filing fee payment
- ☐ Other: \_\_\_\_\_

### For Marijuana Enterprise Conditional Use Permits Only:

- ☐ AMCO Application

### For Short-Term Rentals and B&Bs:

- ☐ Renter Informational Handout (directions to rental, garbage instructions, etc.)

## 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 understand that attendance at the Planning Commission meeting is required for the application to be considered for approval. I further authorize municipal staff to access the property to conduct site visits as necessary. I authorize the applicant listed on this application to conduct business on my behalf.

  
\_\_\_\_\_  
Owner

4 - 30 - 21  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

I 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.

\_\_\_\_\_  
Applicant (If different than owner)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
Date Submitted

\_\_\_\_\_  
Project Address