



# CITY AND BOROUGH OF SITKA

## Meeting Agenda - Final

### Planning Commission

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Wednesday, October 19, 2022

7:00 PM

Harrigan Centennial Hall

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**I. CALL TO ORDER AND ROLL CALL**

**II. CONSIDERATION OF THE AGENDA**

**III. CONSIDERATION OF THE MINUTES**

- A**     [PM 22-18](#)     Approve the October 5, 2022 meeting minutes.

**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 22-20](#)     Public hearing and consideration of a request for a zoning variance to reduce the side setback from 9' to 5' at 304 Nicole Drive in the R-1 single-family and duplex residential district. The property is also known as Lot B, Pete Jones Subdivision. The request is filed by Scott Wagner. The owners of record are Scott Wagner and Danielle Snyder.

- C**     [VAR 22-21](#)     Public hearing and consideration of a request for a platting variance to waive access and utility requirements at 1190 Seward Avenue in the Public lands district. The property is also known as Lot 15A, U.S. Survey 1496. The request is filed by City and Borough of Sitka. The owner of record is State of Alaska, Department of Education and Early Development.

- D**     [P 22- 10](#)     Public hearing and consideration of a preliminary plat for a minor subdivision resulting in two lots at 1190 Seward Avenue in the Public lands district. The property is also known as Lot 15A, U.S. Survey 1496. The request is filed by City and Borough of Sitka. The owner of record is State of Alaska, Department of Education and Early Development.

**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 or emailed to [planning@cityofsitka.org](mailto:planning@cityofsitka.org). Those with questions may call (907) 747-1814.*

*Publish:*



# CITY AND BOROUGH OF SITKA

## Minutes - Draft

### Planning Commission

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Wednesday, October 5, 2022

7:00 PM

Harrigan Centennial Hall

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

Present: Chris Spivey (Chair), Darrell Windsor, Stacy Mudry, Wendy Alderson, Katie Riley, Thor Christianson (Assembly liaison)  
Staff: Amy Ainslie, Kim Davis  
Public: Marty Johnson, Devin Johnson, Amanda Chambers, Klinton Chambers, Becky Martello

**Chair Spivey called the meeting to order at 7:04pm.**

#### II. CONSIDERATION OF THE AGENDA

#### III. CONSIDERATION OF THE MINUTES

A [PM 22-17](#) Approve the September 21, 2022 meeting minutes.

**M-Mudry/S-Alderson moved to approve the September 21, 2022 meeting minutes. Motion passed 5-0 by voice vote.**

#### IV. PERSONS TO BE HEARD

#### V. PLANNING DIRECTOR'S REPORT

Ainslie reported a joint work session between the Planning Commission and the Assembly would be held on October 27, 2022 at 6:00PM at Harrigan Centennial Hall on tourism. Feedback would be given from the public tourism survey and other city departments on how the season went. This would be the start of the planning process for next year. The appeal for V 22-15 would be published on October 7, 2022 for any commissioners who would like to review the documents and attend the meeting. Spivey stated he would be at the appeal. CBS had hired Bri Gabel as the Sustainability Coordinator, a new position within the Planning and Community Development Department. This position would be the staff liaison to the newly created Sustainability Commission.

#### VI. REPORTS

#### VII. THE EVENING BUSINESS

B [VAR 22-17](#) Public hearing and consideration of a zoning variance request to increase the height of an accessory structure from 16' to 21' at 4202

Halibut Point Road in the C-2 general commercial mobile home district. The property is also known as Lot 2 Bowen Subdivision. The request is filed by Marty Johnson. The owner of record is Devin Colliver-Johnson.

Ainslie introduced a variance request for an increase in height of an accessory structure to 21' to build a detached garage to fit between the house and the side setback. Garages are expressly named as an example of an enjoyment of property right that should be preserved through the variance process when necessary/appropriate, and a common accessory use. This would have a low impact on the neighborhood which was low density and there were no private property owners behind the structure. There was also a lot of vegetation around the property which created visual buffer. The existing house and its placement constricted the building area and that was one of the special circumstances which could be considered when justifying the request. Staff recommended approval.

Applicants Marty Johnson and Devin Johnson stated they did not want to attach the garage to the house, because the house would likely be torn down in the future due to its age and construction. The applicants also wished to create dry space between the home and the garage, which the taller height allowed for as the garage eave would overhang the roof of the house. Commissioners had no questions for the applicants and there was no public comment.

**M/Mudry-S/Windsor moved to approve the zoning variance for an increase in height of an accessory structure to 21' at 4202 Halibut Point Road in the C-2 General Commercial and Mobile Home District subject to the attached conditions of approval. The property was also known as Lot 2 Bowen Subdivision. The request was filed by Marty Johnson. The owner of record was Devin Colliver-Johnson. Motion passed 5-0 by voice vote.**

**M/Mudry-S/Windsor moved to adopt and approve the required findings for variances involving major structures or expansions as listed in the staff report. Motion passed 5-0 by voice vote.**

**C**      [CUP 22-25](#)

Public hearing and consideration of a conditional use permit for a short-term rental at 102 Lance Drive in the R-2 multifamily residential district. The property is also known as Lot 2, Lance Drive Planned Unit Development. The request is filed by Amanda Kern Chambers and Klinton Chambers. The owners of record are Amanda Kern Chambers and Klinton Chambers.

Ainslie introduced a request for a conditional use permit for a short-term rental. The applicants wanted to use their primary residence for a short-term rental during vacations from the Sitka School District. The house had 3 bedrooms and 2.5 baths, and was just over 1500 sq ft. There were two parking spaces at the front of the house. Applicants had listed a maximum of 6 guests, and quiet hours from 10pm-6am. They would be using the garage for trash storage and there would be no fish or game processing allowed. The house was well buffered by vegetation, a rock wall and lawn areas. There was also a privacy fence under construction along the south and west property line. Staff recommended approval.

The applicants came forward. Amanda Chambers worked at the school district and Klinton Chambers was a charter captain. They would be renting their house out during the summers and when on vacation. In answering a question from Alderson, they stated that they would not have charter guests staying at the rental from K. Chamber's



chartering business. The house was accessed by an easement, but they had not heard any concerns from their neighbors regarding the application. There was no public comment.

Commissioners thanked the applicants for the thorough directions listed on the renter handout and clear provisions for how guests would handle garbage (including the prohibition on fish processing).

**M/Riley-S/Alderson moved to approve the conditional use permit for a short-term rental at 102 Lance Drive in the R-2 multifamily residential district subject to the attached conditions of approval. The property was also known as Lot 2, Lance Drive Planned Unit Development. The request was filed by Amanda and Klinton Chambers. The owners of record were Amanda and Klinton Chambers. Motion passed 5-0 by voice vote.**

**M/Riley-S/Alderson moved to adopt and approve the required findings for conditional use permits as listed in the staff report. Motion passed 5-0 by voice vote.**

**D**      [CUP 22-26](#)

Public hearing and consideration of a conditional use permit for a short-term rental at 202 Jeff Davis Street in the R-2 multifamily residential district. The property is also known as Lot 16, Sheldon Jackson Campus Subdivision of U.S Survey 407B. The request is filed by Rebecca and Michael Martello. The owners of record are Rebecca and Michael Martello.

Ainslie introduced a request for a conditional use permit for a short-term rental. The applicants wanted to use their primary residence for a short-term rental when they were at their island cabin, which was primarily in the summer months. The house had 3 bedrooms and 1 bathroom, and was just under 1200 sq ft. There were two parking spaces at the front of the house, but the renter handout limited guests to 1 vehicle. Quiet hours were listed from 10pm-8am. The neighborhood was dense with many STR's; however, the property was well buffered by vegetation, green space, and fencing. Staff recommend approval.

Applicant Becky Martello stated they would be living at their island cabin during the summers, and this would help with the increasing costs of living in Sitka. They would be managing the short-term rental by themselves since they would still be coming into town most days and it was a 10-minute boat ride. Martello stated they keep the trash in the fence back yard and they could always construct a better container if there are any bear related problems. There was no public comment.

Alderson stated the density in the area was somewhat high, but this was exactly what the new ordinance providing for primary residence requirements was tailored for. Spivey and Riley agreed with Alderson about the density of short-term rentals in the neighborhood and said that the density of STR's in this neighborhood would be a factor they would continue to review for impacts.

**M/Riley-S/Mudry moved to approve the conditional use permit for a short-term rental at 202 Jeff Davis Street in the R-2 multifamily residential district subject to the attached conditions of approval. The property was also known as Lot 16, Sheldon Jackson Campus Subdivision of U.S Survey 407B. The request was filed by Rebecca and Michael Martello. The owners of record were Rebecca and Michael Martello. Motion passed 5-0 by voice vote.**

**M/Riley-S/Mudry moved to adopt and approve the required findings for**

conditional use permits as listed in the staff report. Motion passed 5-0 by voice vote.

**E**      [MISC 22-14](#)

Discussion on upcoming Assembly and Commission joint work session on the short-term tourism plan.

Ainslie reported on the upcoming Assembly and Planning Commission joint work session on the short-term tourism plan. Ainslie stated there had been over 500 responses so far on the tourism survey which would close on October 15th. Staff wanted to make sure commissioners had all of the information they needed for the joint work session. Riley asked about the type of outreach that was done to reach downtown businesses. Staff had an email list which the survey was sent to, and they also canvassed downtown businesses to hand out flyers. Windsor asked if staff made the survey themselves and why would age be collected. Staff did create the survey and by collecting the data on different age groups provided staff with the data to track our demographic changes and to see how different demographics were affected during the season. The data was also collected to help inform the traffic study and was a best practice to get certain markers when conducting a survey. Staff was also collecting data on locations of where people lived to see how traffic was impacting different parts of town, but all demographic or personal information questions had a 'prefer not to answer' option. There was also discussion about the Walk, Bike, Win program, a campaign designed to reward and incentivize people to walk or bike downtown instead of driving. Riley asked about how the work session would be structured and what would be discussed so commissioners could be prepared. Ainslie stated Visit Sitka and other organizations would be invited to provide feedback and staff would be getting feedback from other CBS departments to understand what worked and what didn't work. Staff would also be sharing some of the data from the cost allocation study to better understand the fiscal impacts to CBS infrastructure and whether CBS could be using passenger funds to transfer into the infrastructure fund. Riley suggested reaching out to Chris McGraw from the Sitka Sound Cruise Terminal to see if he would be interested attending/presenting. After the joint work session, the Planning Commission would be able to come back together to make plan recommendations to the Assembly for next summer. There was no public comment.

**VIII. ADJOURNMENT**

Seeing no objections, Chair Spivey adjourned the meeting at 7:44pm.



# CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

## Planning and Community Development Department

### **AGENDA ITEM**

Case No: VAR 22-20  
Proposal: Reduce side setback from 9' to 5'  
Applicant: Scott Wagner  
Owner: Scott Wagner and Danielle Snyder  
Location: 304 Nicole Drive  
Legal: Lot B, Pete Jones Subdivision  
Zone: R-1 - Single-Family/Duplex Residential District  
Size: 7,002  
Parcel ID: 2-5499-006  
Existing Use: Residential  
Adjacent Use: Residential  
Utilities: Existing  
Access: Nicole Drive

### **KEY POINTS AND CONCERNS**

- Proposal is to reduce side setback requirements to facilitate replacement of an existing 8' by 5', uncovered deck with a 15' by 8' covered deck.
- Applicants would like replace deck due to deterioration.
- Potential negative impacts are minimal.

### **ATTACHMENTS**

Attachment A: Aerial  
Attachment B: Site Plan  
Attachment C: Current Deck  
Attachment D: Proposed Deck Design  
Attachment E: Photos  
Attachment F: Applications

## **BACKGROUND/PROJECT DESCRIPTION**

The applicants currently have an 8' x 5' deck on the west side of the property. The deck has deteriorated and requires replacement; rather than a like-for-like replacement, the applicants would like to improve the deck to provide for more practical use. The east side of the house has a 5' setback, so it is not developed with yard/outdoor enjoyment space. The west side of the house is approximately 14' feet from the foundation to the property line. This side of the house has been improved with a small paver wall, yard and landscaping, fence, and the deck.

## **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”.

### *Potential Impacts*

The granting of the variance does not increase traffic, density, or other impacts beyond that of normal, allowable residential use. 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.

The neighboring property is a vacant lot. If developed, only the deck and covering will project closer to the property line as opposed to a larger, major structure. The placement also maintains the minimum fire separation distance of 5'.

### *Comprehensive Plan Guidance*

The Comprehensive Plan encourages housing stock rehabilitation (H 2.4), and aims to maintain attractive, livable neighborhoods. The improvement of the deck increases the property owner enjoyment of their outdoor space and rehabilitates a structure in need of replacement.

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

## **RECOMMENDATION**

Staff recommends approval of the setback reduction at 304 Nicole Drive subject to the attached conditions of approval.

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

- 1) I move to approve the zoning variance for a reduction to the side setback at 304 Nicole Drive in the R-1 Single-Family/Duplex Residential District subject to the attached conditions of approval. The property is also known as Lot B, Pete Jones Subdivision. The request is filed by Scott Wagner. The owners of record are Scott Wagner and Danielle Snyder.**

### **Conditions of Approval:**

- a. The side setback will be decreased from 9 feet to 5' for placement of a covered deck. There shall be no encroachments over the property line.
- 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.**

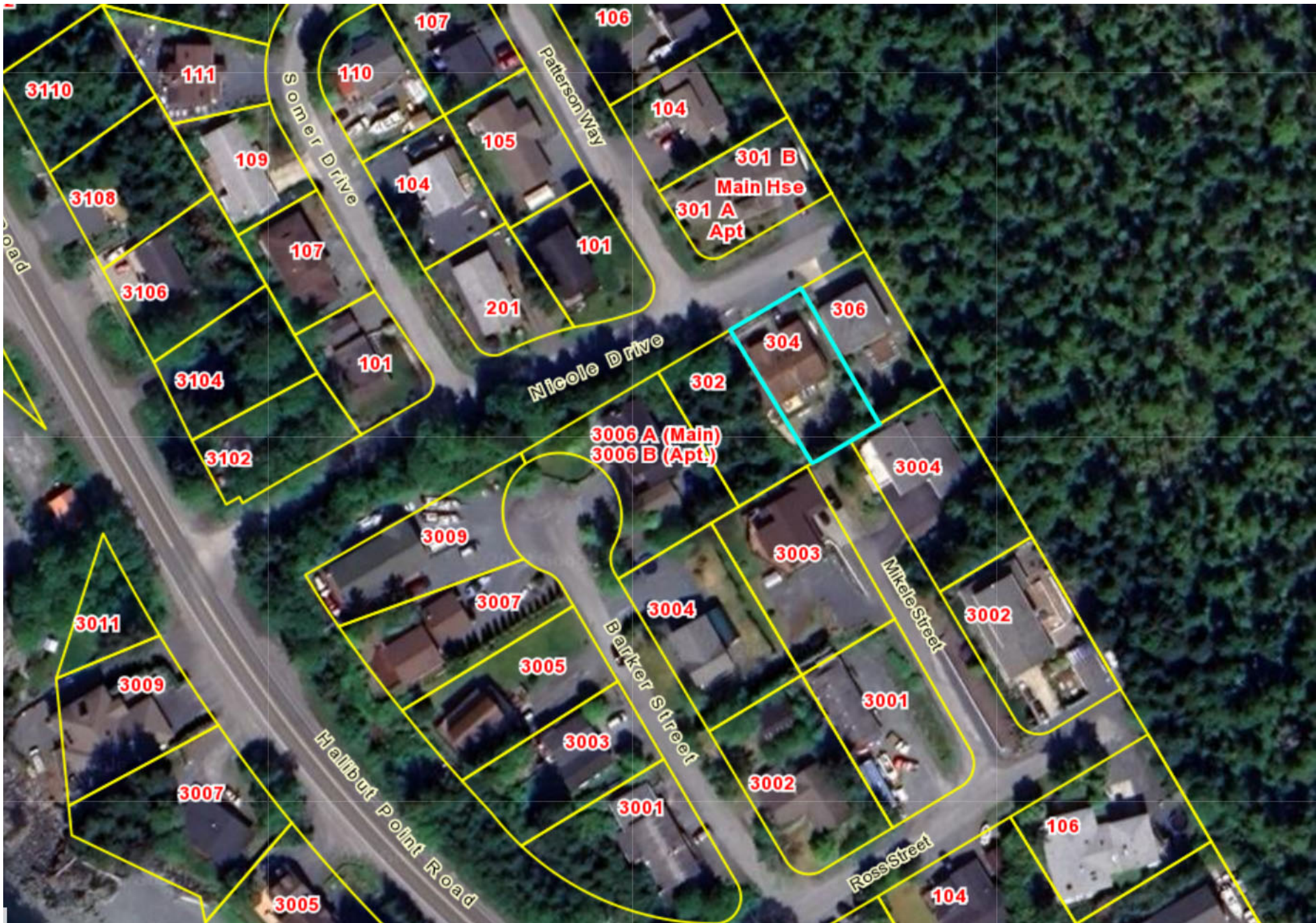
### **Before any variance is granted, it shall be shown<sup>2</sup>:**

- 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.

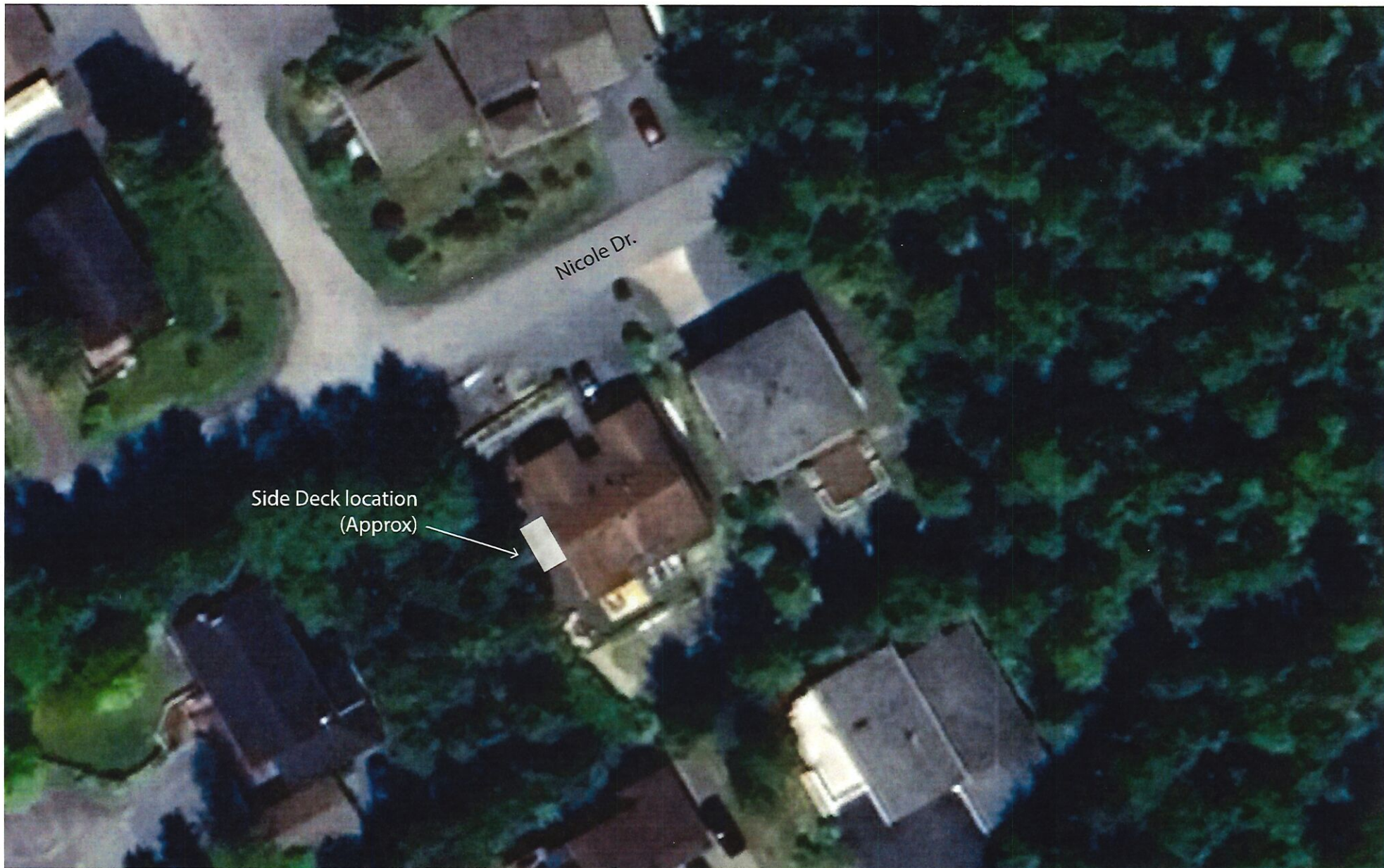
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<sup>2</sup> Section 22.30.160(D)(2)—Required Findings for Minor Expansions, Small Structures, Fences, and Signs.









304 Nicole Drive, Sitka

# SKETCH/AREA TABLE ADDENDUM

Parcel No 25499006

Property Address 304 Nicole Drive

City Sitka

State AK

Zip 99835

Owner Snyder, Danielle & Wagner, Scott

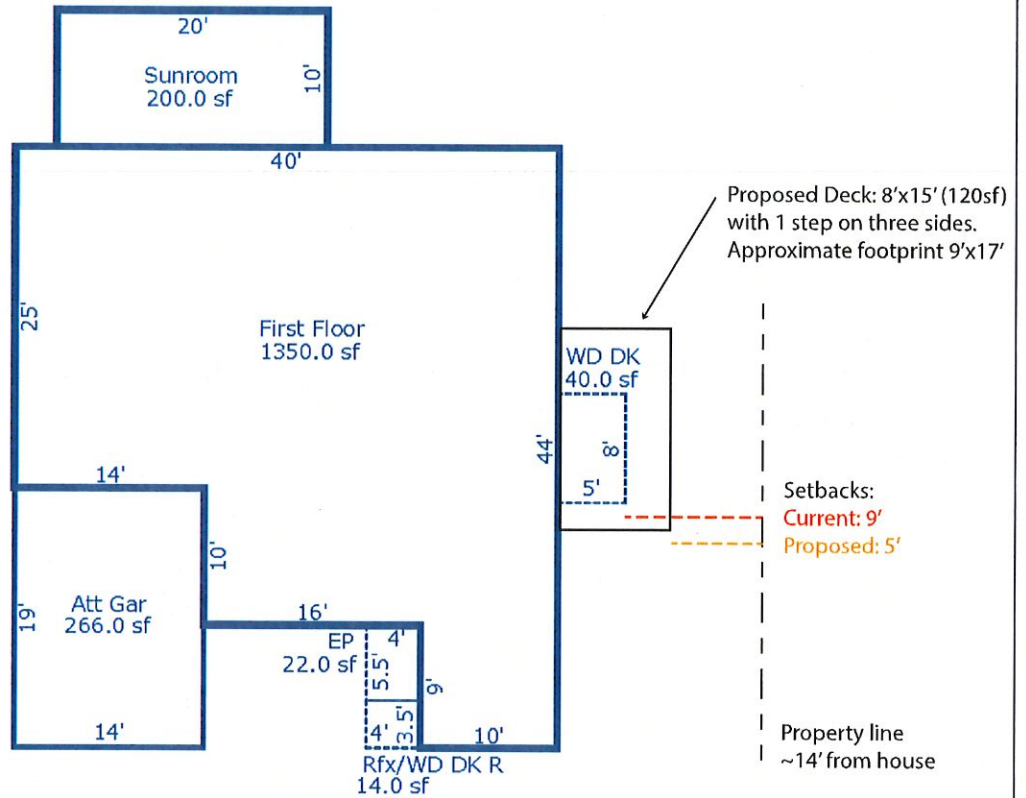
Client

Appraiser Name Josh Joseph

Inspection Date 8/16/16

SUBJECT

IMPROVEMENTS SKETCH



No as built, both sides of property 5'

Scale: 1" = 14'

AREA CALCULATIONS

## AREA CALCULATIONS SUMMARY

Code	Description	Factor	Net Size	Perimeter	Net Totals
GBA1	First Floor	1.00	1350.00	168.0	
	Sunroom	1.00	200.00	60.0	1550.00
	Att Gar	1.00	266.00	66.0	266.00
P/P	Rfx/WD DK R	1.00	14.00	15.0	
	EP	1.00	22.00	19.0	
	WD DK	1.00	40.00	26.0	76.00
Net BUILDING Area (rounded w/ factors)			1550		

## Comment Table 1

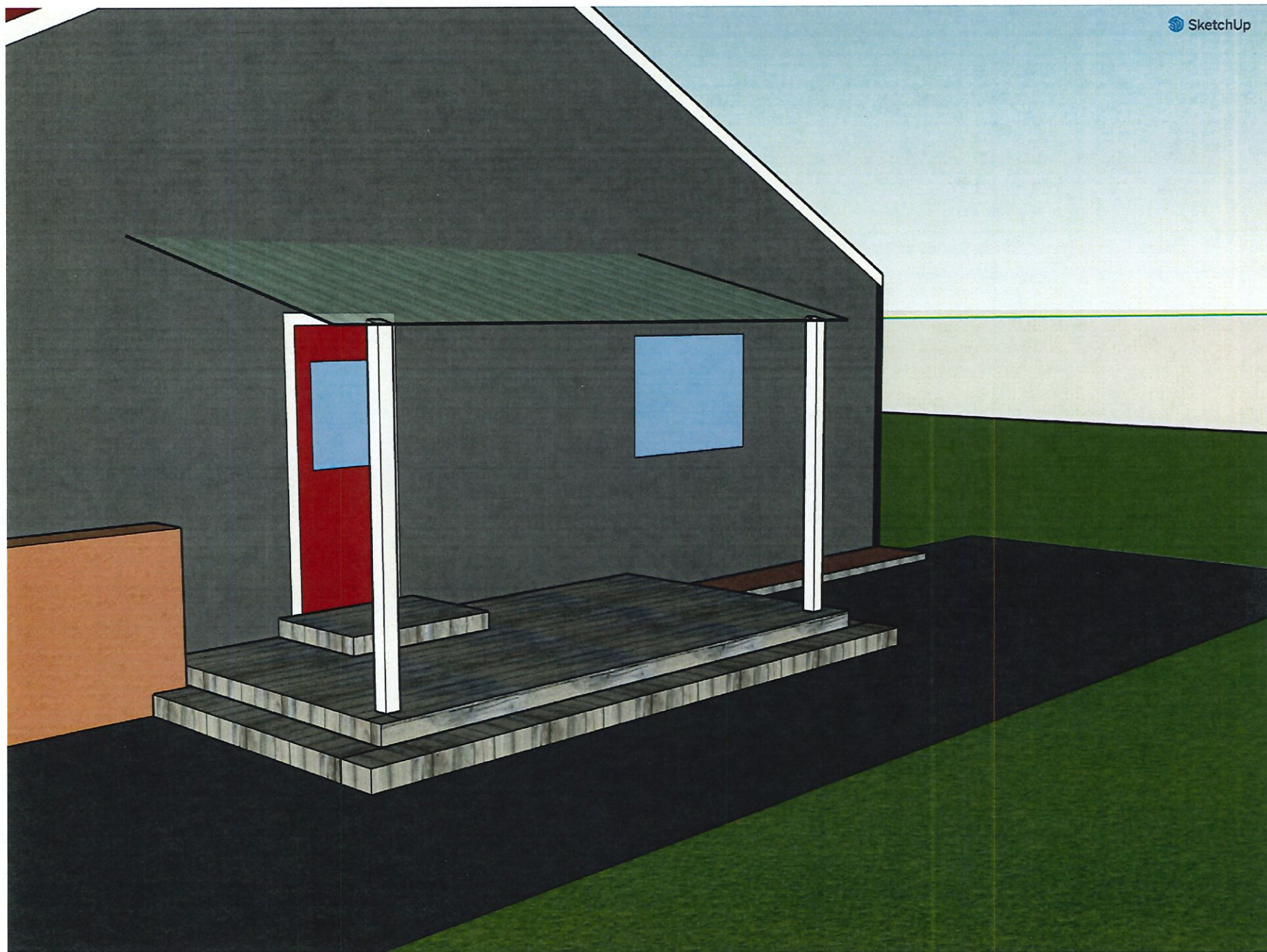
## Comment Table 2

## Comment Table 3





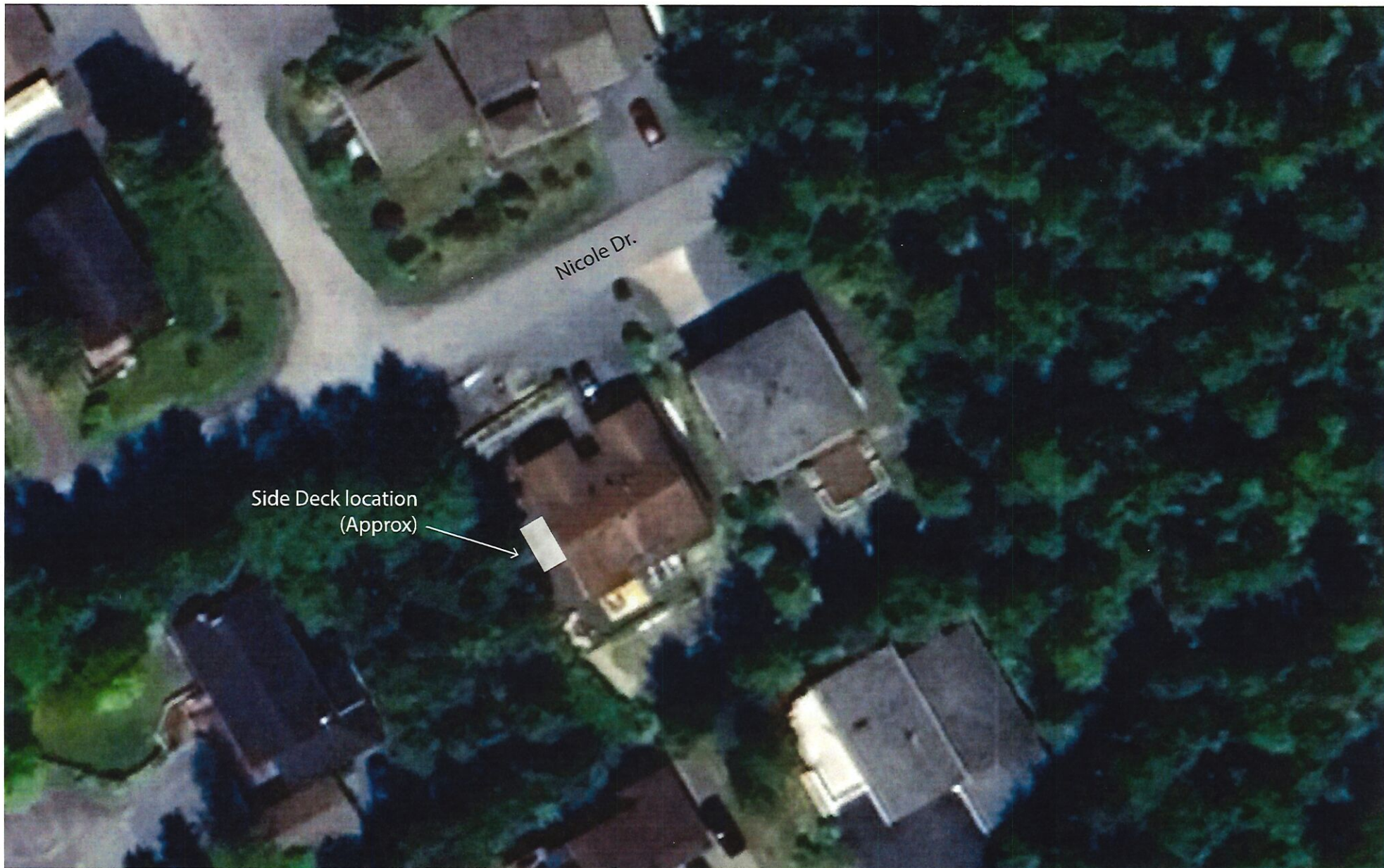












304 Nicole Drive, Sitka









## 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 would allow the replacement of an existing 8' x 5'

17" high uncovered deck with a 15' x 8' 10" high covered deck.

**PROPERTY INFORMATION:**

CURRENT ZONING: R1 PROPOSED ZONING (if applicable): \_\_\_\_\_

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

**APPLICANT INFORMATION:**

PROPERTY OWNER: Scott Wagner and Danielle Snyder

PROPERTY OWNER ADDRESS: 304 Nicole Dr

STREET ADDRESS OF PROPERTY: 304 Nicole Dr

APPLICANT'S NAME: Scott Wagner

MAILING ADDRESS: 304 Nicole Dr

EMAIL ADDRESS: slaniersitka@gmail.com DAYTIME PHONE: 907 738-2729

Wagner

Last Name

9/27/22

Date Submitted

304 Nicole Dr

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: \_\_\_\_\_

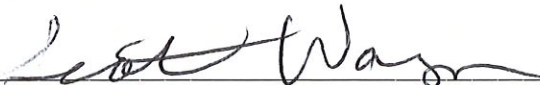
### For Marijuana Enterprise Conditional Use Permits Only:

- ☐ AMCO Application

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

- ☐ Renter Informational Handout (directions to rental, garbage instructions, etc.)
- ☐ Documentation establishing property as primary residence (motor vehicle registration, voter registration, etc.)
- ☐ Signed Affidavit of Primary Residence for Short-term Rental Conditional Use Permit

**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

9/27/22  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Owner

9/27/22  
\_\_\_\_\_  
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

Wagner

9/27/22

304 Nicole Dr

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.

Existing side deck has deteriorated and is in need of replacement. Size of existing deck is small and provides little practical use.

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

- TRAFFIC No change to traffic.

- PARKING No change to parking needs.

- NOISE Replacement of deck may result in more outdoor use during rainy weather. Increase in noise levels from existing use not anticipated.

- PUBLIC HEALTH AND SAFETY No concerns to public health, new deck with lower elevation will increase safety by reducing the ability to accidentally step off 17" edge of deck.

- HABITAT No change to habitat. Area already developed.

- PROPERTY VALUE/NEIGHBORHOOD HARMONY Should improve property value by adding covered outdoor area. No existing covered outdoor area on property.

- COMPREHENSIVE PLAN

Wagner

Last Name

9/27/2022

Date Submitted

304 Nicole Dr

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:*

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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:*

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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:* ~~it is a minor expansion of existing non-elevated~~  
~~deck.~~

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b. *The granting of the variance furthers an appropriate use of the property. Explain the use or enjoyment this variance enables:* ~~This variance would improve the ability to utilize outdoor~~  
~~space by increasing deck size, improving traffic flow and providing cover during rain.~~

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

**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** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Scott Wagner

Applicant

9/27/2022

Date

Wagner

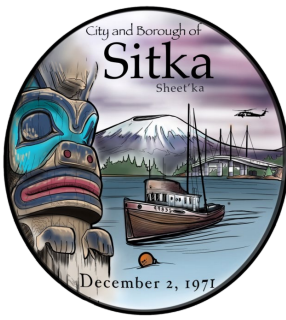
Last Name

9/27/2022

Date Submitted

304 Nicole Dr

Project Address



# CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

## MEMORANDUM

**To:** Chair Spivey and Planning Commission

**From:** Amy Ainslie, Planning & Community Development Director

**Date:** October 11, 2022

**Subject:** V 22-21 – Platting Variance for P 22-10

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P 22-10 is a request to subdivide Lot 15A of US Survey 1496 owned by the Alaska Department of Education & Early Development (ADEED) into two lots – one lot will be purchased by the City and Borough of Sitka (CBS) to develop a new seaplane base, and the smaller lot will be preserved for its current use as part of the access road for US Coast Guard (USCG) buildings on their property.

In 1975, the Alaska Area Native Health Service gave USCG a right-of-way grant (ROW grant) that was a rectangular area encumbering Lot 15A. While there may have been plans at one point to extend Seward Avenue to connect to the ROW grant, this was never formalized. Instead, USCG developed access from Airport Road and utilized the ROW grant to construct the driveway up to their facilities:



## **Analysis**

### **Access Requirements**

SGC 21.52.010(C)(1) states that plats can be approved by the Planning Commission upon proof that, “*Legal access to each tract or lot within the subdivision exists over a street or access easement of at least twenty feet*”. Relief is requested from this requirement.

While unusual to create “stranded lots”, there are several reasons and benefits of doing so in this case:

1. In order for the FAA to sponsor the project and reimburse CBS for the land acquisition, the property must have a clear title. Relocating the ROW grant to its own lot achieves this requirement.
2. The platting of the ROW grant provides the property owner (ADEED) with the options of holding the lot or selling it at a future date. In either case, continued USCG use of the lot will be protected and cannot be revoked without their consent.
3. Given that the entire lot is encumbered by the ROW grant for USCG use and security requirements for access to USCG property, general access to this property is not desirable.
4. A condition of approval has been added to the subdivision request requiring that plat note number two be modified to read, “*The municipality is party to all easements and plat notes, including the right of way grant encumbering Lot 2A. They shall not be modified without approval of the platting board. There shall be no encroachments on the City assets or easements.*” This provides oversight for any changes to the ROW grant and empowers the Planning Commission to require access be designated in the future if needed.

### **Utility Requirements**

Under the stated purpose of the subdivision code, SGC 21.04.020(E) aims, “*To assure adequate and properly placed utilities.*” In minor subdivisions, SGC 21.40.130(H) requires that all water and sewer lines must be constructed and inspected per municipal standards prior to issuance of a building permit on a lot, which is why we ensure that properly platted utility easements are included on minor subdivision plats (as the utility connection permit process and locally adopted building codes both require that utility lines be contained in appropriately placed easements). As all of the proposed Lot 2A is used for a ROW grant, this land is not developable and utility infrastructure is not necessary. Any changes to the ROW grant that would be needed for development of the lot would come before the Planning Commission, at which time a means of utility connection could be required.

### **Similar Cases**

This case is also similar to that granted under V 20-03, a platting variance to create a substandard lot on Shotgun Alley. Between the platted property lines and the extensive access easements on the property, the resulting lot was significantly smaller than the district minimum. The justification for that request was that the resulting, substandard lot was only of true usefulness to an adjacent property owner (and there were protections in place on the plat to preserve that condition), and that the platting history in the area constituted a special consideration warranting a platting variance. Both justifications are applicable to this case.

## **Comprehensive Plan Guidance**

Comprehensive Plan Action T 2.1.c states, “Replace Sitka’s deteriorating seaplane base to maintain the economic and transportation benefits Sitka residents, businesses, and visitors depend on.” This platting action is a critical step in advancing the land acquisition for development of the seaplane base. Further, Action PTR 3.8 states, “Pursue funding and grant opportunities for development of a new seaplane base.” This platting action (and the related platting variance) resolves the ROW grant encumbrance on the remainder of the lot which enables the land acquisition to be reimbursed by the FAA.

## **SGC 21.48.010 Requirements for Platting Variances**

A variance from the requirements of this title may be granted only if the planning commission finds that:

### **A. The granting of the platting variance will not be detrimental to the public safety, or welfare, or injurious to adjacent property.**

The platting variance draws the property line around the area of the ROW grant that USCG utilizes. USCG was heavily involved in the redrawing of the ROW grant boundaries/new parcel lines. They will be a signatory to the plat to record their consent to this change. It is for public safety reasons that access to the lot should be restricted. The lot’s use, without further Planning Commission approval, is limited to the ROW grant which does not necessitate utility connection.

### **B. 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.**

The platting history of the ROW grant creates an unusual condition of the lot, as it did not connect to any other platted easements or rights-of-way. It has also rendered the area useful to only one party, USCG. Requiring platted access to the lot would create an undue hardship for both USCG and CBS due to security reasons; the FAA would require a right-of-way to be platted rather than an easement, which would use up considerable space on the lot and dedicate a means of public access to USCG property. The existing protections of the ROW grant and the added plat note giving the platting board oversight of any changes, as well as the underlying zoning all provide substantial mitigation to any risks resulting from a change in ownership that would be detrimentally affected by lack of access.

## **Attachments:**

Attachment A: Preliminary Plat

Attachment B: Applications

Attachment C: V 20-03 Minutes

**Recommended Motions:**

1. “I move to approve the platting variance to waive access and utility requirements for the resultant Lot 2A of the proposed minor subdivision of the property at 1190 Seward Avenue in the P public lands district. The property is also known as Lot 15A, US Survey 1496. The request is filed by the City and Borough of Sitka. The owner of record is the State of Alaska, Department of Education & Early Development.
2. “I move to adopt the required findings for platting variances.”
  - A. The granting of the platting variance will not be detrimental to the public safety, or welfare, or injurious to adjacent property.
  - B. 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.



WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON 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) \_\_\_\_\_

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

(STATE OF ALASKA)

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

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON 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 HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, SITKA, ALASKA.

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

SECRETARY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA ASSEMBLY AS RECORDED IN MINUTE BOOK \_\_\_\_\_ PAGE \_\_\_\_\_ DATED \_\_\_\_\_ 20\_\_\_\_\_, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER, SITKA, ALASKA.

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

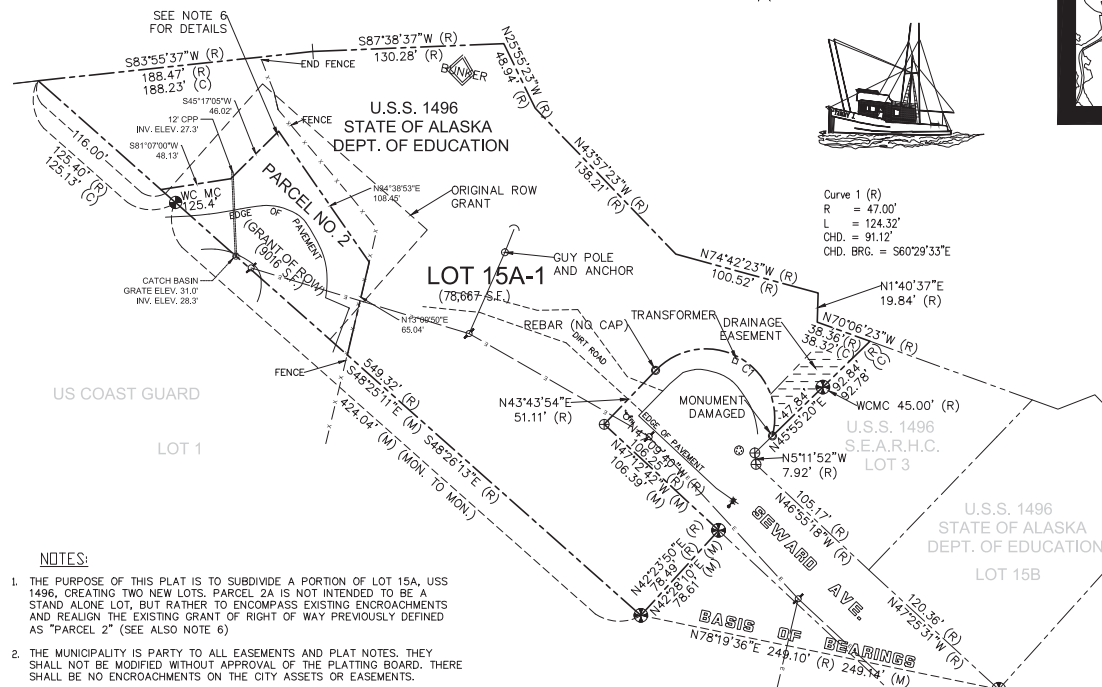
CITY AND BOROUGH CLERK

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:

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

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

FINANCE DIRECTOR  
CITY & BOROUGH OF SITKA



NOTES:

1. THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE A PORTION OF LOT 15A, USS 1496, CREATING TWO NEW LOTS. PARCEL 2A IS NOT INTENDED TO BE A STAND ALONE LOT, BUT RATHER TO ENCOMPASS EXISTING ENCROACHMENTS AND REALIGN THE EXISTING GRANT OF RIGHT OF WAY PREVIOUSLY DEFINED AS "PARCEL 2" (SEE ALSO NOTE 6)
2. 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 THE CITY ASSETS OR EASEMENTS.
3. BEARINGS SHOWN ON THIS PLAT ARE AS ORIENTED TO THE BASIS OF BEARINGS. ALL DISTANCES ARE REDUCED TO HORIZONTAL GROUND DISTANCES.
4. THE NATURAL MEANDERS OF MEAN HIGH WATER FORM THE TRUE SEAWARD BOUNDARY OF LOT 15A. THE MEANDERS SHOWN ARE THE RECORD MEANDERS PER THE JAPONSKI ISLAND SUBDIVISION SEWARD AND TONGASS IMPROVEMENTS (PLAT #2009-9) AND ARE FOR AREA COMPUTATIONS ONLY. THE TRUE CORNERS BEING ON THE EXTENSION OF THE SIDELINES AND THEIR INTERSECTION WITH THE NATURAL MEANDERS.
5. THE ERROR OF CLOSURE OF THIS SURVEY DOES NOT EXCEED 1:5000.
6. THE RIGHT OF WAY GRANT SHOWN (BEING REALIGNED AS LOT 2A) IS PER A JULY 21, 1975 LETTER FROM THE MEDICAL DIRECTOR OF THE ALASKA AREA NATIVE HEALTH SERVICE, GRANTING THE US COAST GUARD A RIGHT OF WAY.








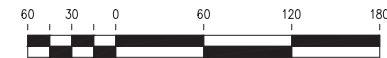
Curve 1 (R)  
R = 47.00'  
L = 124.32'  
CHD. = 91.12'  
CHD. BRG. = S60°29'33"E



VICINITY MAP


LEGEND

-  BLM/GLO MONUMENT (RECOVERED)  
 ALUM. PIPE MONUMENT (RECOVERED)  
 BRASS TABLET (RECOVERED)  
 SECONDARY MONUMENT (RECOVERED)  
 SECONDARY MONUMENT (SET)  
(R) RECORD DATA (PLAT# 2009-9)  
(C) COMPUTED DATA  
(M) MEASURED DATA



SCALE IN FEET

SITKA RECORDING DISTRICT

 **NORTH 57<sup>\*</sup>**  
**LAND SURVEYING LLC**  
(907) 747-6700 215-F SMITH STREET, SITKA, AK  
MAILING ADDRESS - 2007 CASCADE CREEK ROAD  
SITKA, AK 99835  
EMAIL: north57landsurveying@yahoo.com

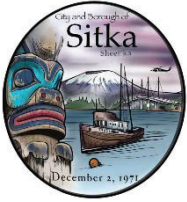
BY	DATE	REV.	DESCRIPTION OF CHANGE
RECORD OF REVISIONS			



DESIGNED: K. O'NEILL  
DRAWN: JCH/ACAD  
CHECKED: KD  
DATE OF PLAT: JULY 7, 2021  
SCALE: 1" = 60'  
DRAWING NAME: 40163B03  
PROJECT NO. 40163-03

SURVEYOR'S CERTIFICATE		
<p>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 DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.</p>		
DATE _____	WILLIAM POWELL	L.C. 12228

SEAPLANE SUBDIVISION



# 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:** Minor subdivision of State owned property to resolve an  
encroachment issue. Lot is to attach to adjacent USCG property at a later date.

### PROPERTY INFORMATION:

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

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

### APPLICANT INFORMATION:

PROPERTY OWNER: State of Alaska, ADEED

PROPERTY OWNER ADDRESS: PO Box 110500 Juneau, AK 99811

STREET ADDRESS OF PROPERTY: 1190 Seward Avenue, Sitka, AK; Lot 15A, USS 1496

APPLICANT'S NAME: City and Borough of Sitka

MAILING ADDRESS: 100 Lincoln Street, Sitka, AK 99835

EMAIL ADDRESS: kelli.cropper@cityofsitka.org DAYTIME PHONE: 907 738-0461



## 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.

Michael A. Johnson, Commissioner

Owner

Owner

7/7/2021

Date

Date

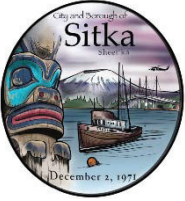
I certify that I desire a planning action in conformance with Sitka General Code and hereby state that all of the above statements are true. I certify that this application meets SCG requirements to the best of my knowledge, belief, and professional ability. I acknowledge that payment of the review fee is non-refundable, is to cover costs associated with the processing of this application and does not ensure approval of the request.

City and Borough of Sitka

Applicant (If different than owner)

7/7/2021

Date



# 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 property has an existing encroachment that must be resolved in order for CBS to take ownership of the parcel for development of the new Seaplane Base.

The granting of this variance allows the property to be subdivided in the near-term, resolving the encroachment issue and ensuring that the new parcel's future use will only be for USCG use or incorporated back into the larger lot.

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

- **TRAFFIC** Granting of the variance to not have platted access to the lot decreases unwanted traffic to a secure site.  

---
- **PARKING** 

---

Larger parcel will have adequate access from Seward Avenue and parking to be maximized for Seaplane Base operations.

---
- **NOISE** Noise level will not change as a result of granting the variance - a certain amount of noise generation is expected from a Seaplane Base  

---

similar to current level generated in the area given that the channel is used as the main runway.

---
- **PUBLIC HEALTH AND SAFETY** No impact.  

---
- **HABITAT** No impact.  

---
- **PROPERTY VALUE/NEIGHBORHOOD HARMONY** Preserves existing use by USCG while allowing Seaplane Base development to move forward.  

---

USCG will be able to resolve the encroachment in the future through a lot merger action. Minor subdivision and platting variance are intermediary steps in resolving the issue.

---
- **COMPREHENSIVE PLAN** Supports development of a new seaplane base which was identified as a critical transportation need in the Comprehensive Plan.  

---

**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:*

---

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** \_\_\_\_\_ **DEED** \_\_\_\_\_

**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:** Subdividing the property is a means to facilitate the transfer of the land, accommodating for the existing encroachment. Platting and access to this lot is not appropriate given its current use by the USCG.
- b. The granting of a platting variance will not be detrimental to the public safety, or welfare, or injurious to adjacent property. Initial Here DEED

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City and Borough of Sitka  
Applicant

7/7/2021  
Date

**Attachments:**    [P 20-01 Coady Middle Island Lot Merger Staff Report](#)  
[P 20-01 Coady Middle Island Lot Merger Aerial](#)  
[P 20-01 Coady Middle Island Lot Merger Current Plat](#)  
[P 20-01 Coady Middle Island Lot Merger Final Plat](#)  
[P 20-01 Coady Middle Island Lot Merger Applicant Materials](#)

Ainslie noted that the applicant presented this plat as a conceptual plat rather than a final plat. Ainslie stated that the lots were located on Middle Island in the Large Island zoning district, and were under a conditional use permit for use as a lodge at the time of application. Ainslie described 3 primary considerations in the lot merger process, the first being that the 3 lots were operating as a single economic unit. Second, one lot was non-conforming, which was remedied in the proposed merger. Finally, Ainslie noted that the change of density of structures across the lots was a consideration, and that while 25% coverage was the maximum for the zoning district before and after the change, the location on the lot where the structure coverage was located could affect buffers. Ainslie noted that pedestrian access easements would not be changed by this merger, and conditional use permitting requirements would remain in place for the lodge. Staff recommended approval.

The applicant Michael Coady was present telephonically. Coady stated that he was hoping to simplify his tax bill from 3 lots to 1, and noted that one of the conditions of use for the lodge was to keep the lots together. Commissioner Windsor asked how the right of way changes with the state went, Coady responded that this had been completed.

**M-Hughey/S-Weaver moved to approve a conceptual plat for a lot merger for three lots on Middle Island to result in one lot in the Large Island zoning district. The properties were also known as Lots 3, 4, and 5, Block 1, Middle Island Subdivision. The applicant was Michael Coady. The owner of record was Michael Coady. The motion passed 4-0 by voice vote.**

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

**E**

**VAR 20-03**

Public hearing and consideration of a variance for a substandard lot at Shotgun Alley, located in the SFLD single-family low density zoning district. The property is also known as a portion of Lot 14, USS 3557. The applicant is the State of Alaska Department of Natural Resources Division of Mining, Land, and Water and North57 Surveying. The owner of record is the State of Alaska.

**Attachments:**    [V 20-03 SoA Platting Variance Shotgun Alley Staff Report](#)  
[V 20-03 SoA Platting Variance Shotgun Alley Aerial](#)  
[V 20-03 SoA Platting Variance Shotgun Alley Preliminary Plat](#)  
[V 20-03 SoA Platting Variance Shotgun Alley Applicant Materials](#)

Ainslie noted that this variance was related to P 20-02, the following agenda item, and addressed three issues including right of way encroachment, created a new residential lot in the neighborhood, and also created a more straightforward means of access and utilities to an existing private lot. Ainslie noted that Shotgun Alley was developed as a right of way differently than it was platted, and that land set aside for the right of way was not developed. Ainslie said the State of Alaska was helping the City of Sitka by dedicating land to the right of way, and in exchange, the state requested permission to

sell the remaining portion of land previously designated for the right of way, but not used as such. Ainslie noted that the private lot ownership north of the project would benefit from owning the land allowing access to their property, but could not receive the land in a "preference sale" unless the lot was substandard, hence the design in this platting variance. Ainslie believed that this variance was in the best interest of the private lot owner, the City of Sitka, and the State of Alaska. Staff recommended approval.

Kelly O'Neill was present on behalf of the State of Alaska and North57 Surveying. Commissioners had no further questions for the applicant.

Member of the public Kim Douglas Perkins was present, and stated that he was the neighbor to the north. He stated that as long as the public access easement allowing access to the water depicted on the preliminary plat remained once the subdivision was finalized, he had no issues with the variance.

**M-Hughey/S-Windsor moved to approve a variance for a substandard lot at Shotgun Alley, located in the SFLD single-family low density zoning district. The property was also known as a portion of Lot 14, USS 3557. The applicant was the State of Alaska Department of Natural Resources Division of Mining, Land, and Water and North57 Surveying. The owner of record was the State of Alaska.**

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

**F**      [P 20-02](#)

Public hearing and consideration of a preliminary plat for a minor subdivision to result in two lots at Shotgun Alley, located in the SFLD single-family low density zoning district. The property is also known as Lot 14, USS 3557. The applicant is the State of Alaska Department of Natural Resources Division of Mining, Land, and Water and North57 Surveying. The owner of record is the State of Alaska.

**Attachments:**      [P 20-02 SoA Shotgun Alley Subdivision Staff Report](#)  
[P 20-02 SoA Shotgun Alley Subdivision Aerial](#)  
[P 20-02 SoA Shotgun Alley Subdivision Preliminary Plat](#)  
[P 20-02 SoA Shotgun Alley Subdivision Applicant Materials](#)

Ainslie noted this subdivision pertained to the previous item, VAR 20-03, which the commission had covered in detail, and pertained to lot one. Ainslie noted that this subdivision would create Lot 2 which would be available for public auction. She noted this proposed Lot 2 had a scenic view, good access, and was sufficiently sized for the zoning district, and had sewer/water/power access. Ainslie stated that police and fire reviewed the subdivision, and had no issues for access of emergency response. Ainslie stated that the development of the lot via subdivision and auction fit Sitka's goals and master plan, and staff recommended approval.

Kelly O'Neill was present on behalf of the State of Alaska and North57 Surveying.

**M-Hughey/S-Weaver moved to approve a preliminary plat for a minor subdivision to result in two lots at Shotgun Alley, located in the SFLD single-family low density zoning district. The property was also known as Lot**



# CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

## Planning and Community Development Department

### **AGENDA ITEM:**

Case No: P 22-10  
Proposal: Preliminary plat for a minor subdivision  
Applicant: City and Borough of Sitka (CBS)  
Owner: Alaska Department of Education and Early Development (ADEED)  
Location: 1190 Seward Avenue  
Legal: Lot 15A, U.S. Survey 1496  
Zone: P – Public lands district  
Size: 87,991 s.f. (2 acres)  
Parcel ID: 1-9208-000  
Existing Use: Undeveloped  
Adjacent Use: U.S. Coast Guard, healthcare, education  
Utilities: Existing  
Access: Seward Avenue

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

- Proposal is to subdivide the U.S. Coast Guard right-of-way grant to its own lot, see case file V 22-21 for platting variance information
- There is no minimum lot size in the public lands district – smaller lot will be 9,016 square feet and the larger lot will be 78,667 square feet (1.8 acres)

### **ATTACHMENTS:**

Attachment A: Aerial  
Attachment B: Current Plat  
Attachment C: Preliminary Plat  
Attachment D: Topographic Map  
Attachment E: Photos  
Attachment F: Applications

## **BACKGROUND AND PROJECT DESCRIPTION:**

The applicant proposes to subdivide 1190 Seward Avenue into two lots – the larger of the lots will be purchased by CBS for development of the new seaplane base, and the smaller lot will continue to be used by the U.S. Coast Guard (USCG) for a driveway adjacent to their property.

As discussed under case file V 22-21, USCG was given a right-of-way grant (ROW grant) in 1975 by the property owner at the time, the Alaska Area Native Health Service. Seward Avenue was never extended to this point, and access was instead developed from Airport Road. USCG did utilize the ROW grant for development of a driveway which is used to access several facilities on the property. USCG has agreed to reduce the boundaries of their ROW grant to the area actually used (now the boundaries for the proposed Lot 2A), which frees space on the remainder of the lot for seaplane base development and also resolves the encumbrance on the larger lot, enabling FAA sponsorship for the project location and reimbursement for the land acquisition. It is intended that this smaller lot will attach to the USCG property at a later date (which is an action that would come back to the Commission for approval), but in the meantime ADEED can retain the parcel and USCG can continue to utilize it. A condition of approval has been added to this request that would require any changes to the ROW grant to come back before the Planning Commission mitigating the risks of the lot transferring to another party that would want to develop the property and not have access to a right-of-way for access and utilities.

### **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. These factors are analyzed in the below Analysis section.

## **ANALYSIS:**

**Site:** Most of the lot is undeveloped. There is a steep slope from the south side of the lot towards the waterfront. It is heavily vegetated with significant water frontage.

**Utilities:** Municipal utilities are available in Seward Avenue.

**Access, Roads, Transportation, and Mobility:** Access is available from Seward Avenue, a municipal right-of-way which terminates in a cul de sac.

**Public Health, Safety and Welfare:** No impacts expected – limiting access to Lot 2A helps to preserve security to USCG property.

**Orderly and Efficient Layout and Development:** The subdivision is designed to work within the bounds of participating state and federal agencies while moving forward the CBS seaplane base development.

**Comprehensive Plan:** Comprehensive Plan Action T 2.1.c states, “Replace Sitka’s deteriorating seaplane base to maintain the economic and transportation benefits Sitka residents, businesses,



and visitors depend on.” This platting action is a critical step in advancing the land acquisition for development of the seaplane base. Further, Action PTR 3.8 states, “Pursue funding and grant opportunities for development of a new seaplane base.” This platting action (and the related platting variance) resolves the ROW grant encumbrance on the remainder of the lot which enables the land acquisition to be reimbursed by the FAA.

### **RECOMMENDATION:**

Staff recommends approval of the preliminary plat for a minor subdivision at 1190 Seward Avenue subject to the attached conditions of approval.

### **RECOMMENDED MOTION**

- 1. I move to approve the preliminary plat for a minor subdivision to result in two lots at 1190 Seward Avenue in the P public lands district subject to the attached conditions of approval. The property is also known as Lot 15A, US Survey 1496. The request is filed by the City and Borough of Sitka. The owner of record is the State of Alaska, Department of Education and Early Development.**

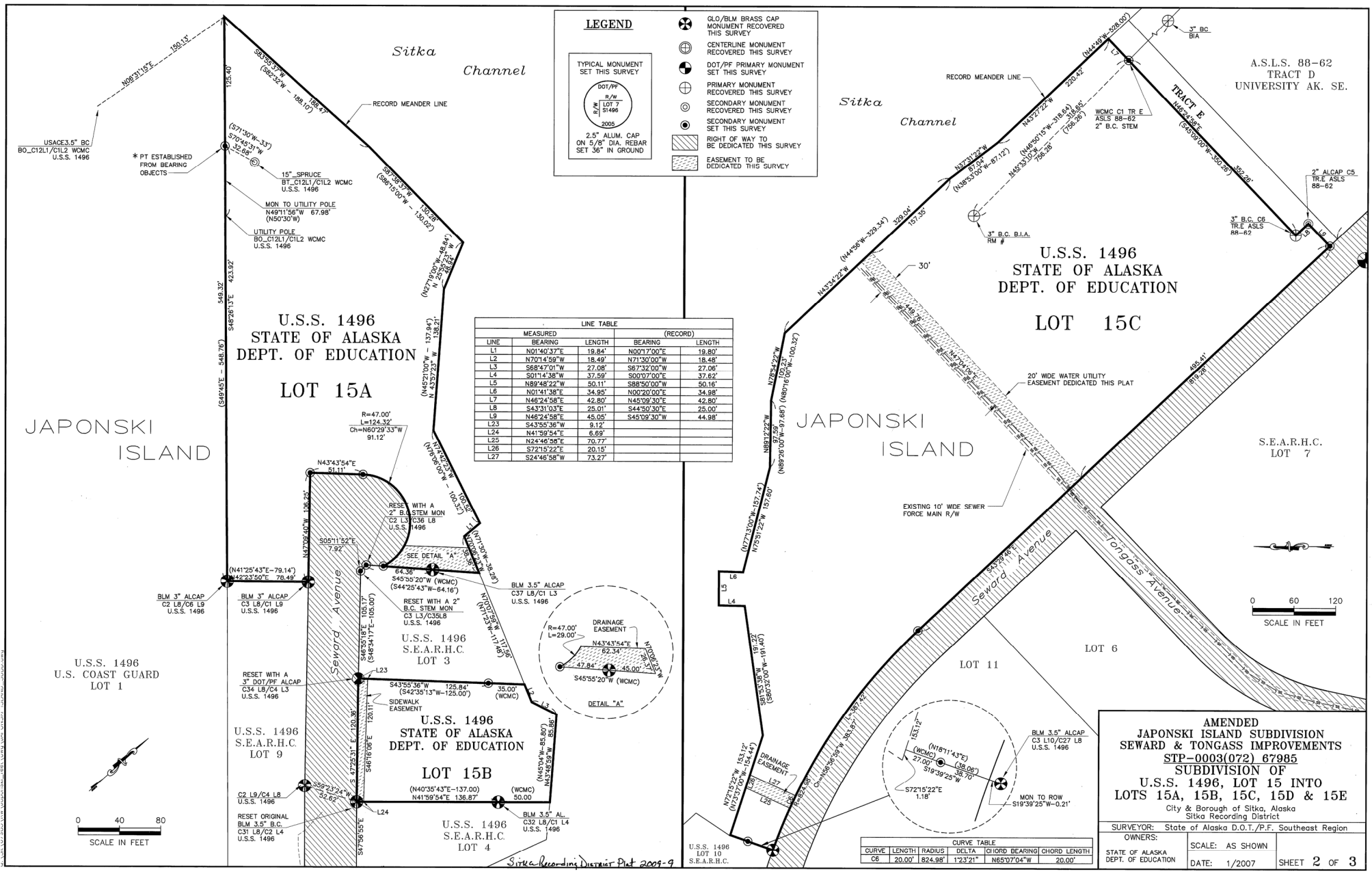
Conditions of Approval.

- 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) Plat note #2 shall be modified to read, “The municipality is party to all easements and plat notes, including the right of way grant encumbering Lot 2A. They shall not be modified without approval of the platting board. There shall be no encroachments on the City assets or easements”
- 5) Easement maintenance agreements for any access and utility easements added prior to final plat review shall be developed and recorded before final plat recording.
- 6) 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:**

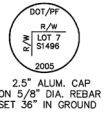
- a. The preliminary plat meets its burden of proof as to access, utilities, and dimensions as proposed (excepting any standards waived through the platting variance process);
- b. The proposed minor subdivision preliminary plat complies with the Comprehensive Plan by following the subdivision process and enabling development of, and funding for, a seaplane base;
- c. The proposed minor subdivision preliminary plat complies with the subdivision code; and
- d. The minor subdivision preliminary 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.





LEGEND

TYPICAL MONUMENT SET THIS SURVEY



- GLO/BLM BRASS CAP MONUMENT RECOVERED THIS SURVEY
- CENTERLINE MONUMENT RECOVERED THIS SURVEY
- DOT/PF PRIMARY MONUMENT SET THIS SURVEY
- PRIMARY MONUMENT RECOVERED THIS SURVEY
- SECONDARY MONUMENT RECOVERED THIS SURVEY
- SECONDARY MONUMENT SET THIS SURVEY
- RIGHT OF WAY TO BE DEDICATED THIS SURVEY
- EASEMENT TO BE DEDICATED THIS SURVEY

LINE TABLE			
MEASURED		(RECORD)	
LINE	BEARING	LENGTH	BEARING
L1	N01°40'37"E	19.84'	N00°17'00"E
L2	N70°14'58"W	18.49'	N71°30'00"W
L3	S68°47'01"W	27.08'	S67°32'00"W
L4	S01°14'38"W	37.59'	S00°07'00"E
L5	N89°48'22"W	50.11'	S88°50'00"W
L6	N01°41'38"E	34.95'	N00°20'00"E
L7	N48°24'58"E	42.80'	N45°09'30"E
L8	S43°31'03"E	25.01'	S44°50'30"E
L9	N48°24'58"E	45.05'	S45°09'30"W
L23	S43°55'36"W	9.12'	
L24	N41°59'54"E	6.69'	
L25	N24°46'30"E	79.77'	
L26	S72°15'22"E	20.15'	
L27	S24°46'58"W	73.27'	

CURVE TABLE			
CURVE	LENGTH	RADIUS	CHORD BEARING
C6	20.00'	824.98'	123°21'
			N65°07'04"W
			20.00'

AMENDED  
JAPONSKI ISLAND SUBDIVISION  
SEWARD & TONGASS IMPROVEMENTS  
STP-0003(072) 67985  
SUBDIVISION OF  
U.S.S. 1496, LOT 15 INTO  
LOTS 15A, 15B, 15C, 15D & 15E  
City & Borough of Sitka, Alaska  
Sitka Recording District

SURVEYOR: State of Alaska D.O.T./P.F. Southeast Region

OWNERS:  
STATE OF ALASKA  
DEPT. OF EDUCATION

SCALE: AS SHOWN  
DATE: 1/2007

SHEET 2 OF 3



## 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 \_\_\_\_\_ DIRECTOR  
DEPARTMENT OF EDUCATION AND EARLY DEVELOPMENT

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

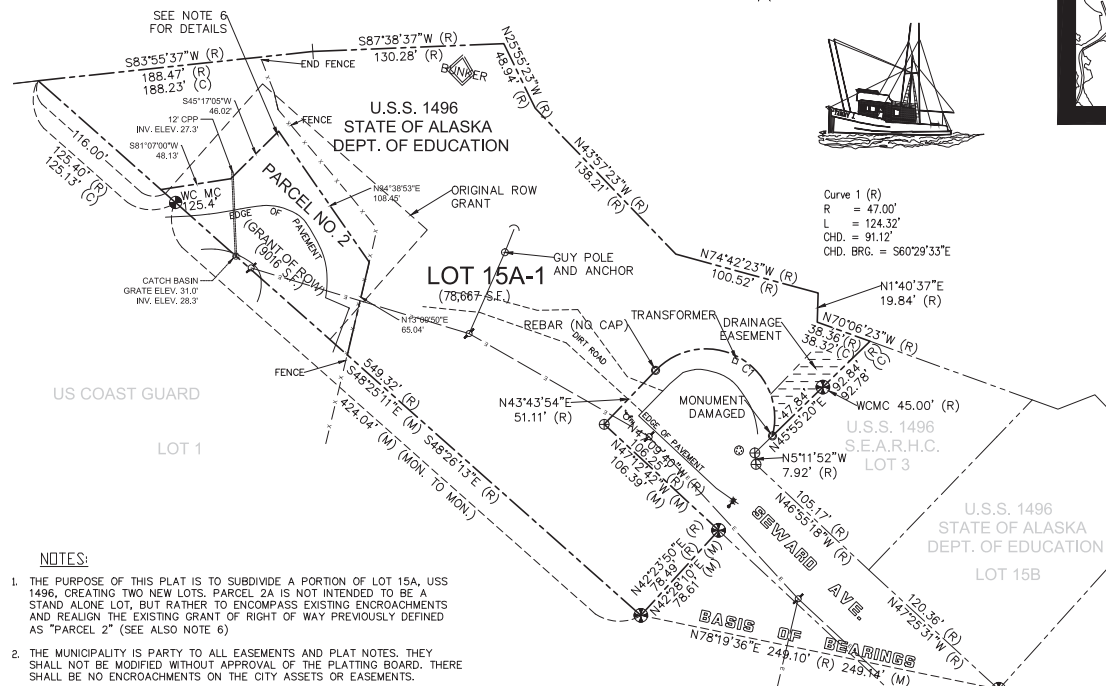
## CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

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 \_\_\_\_\_

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

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

FINANCE DIRECTOR  
CITY & BOROUGH OF SITKA



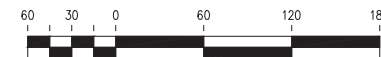
Curve 1 (R)  
R = 47.00'  
L = 124.32'  
CHD. = 91.12'  
CHD. BRG. = S60°29'33"E



VICINITY MAP

## LEGEND

- ⊕ BLM/GLO MONUMENT (RECOVERED)
- ⊙ ALUM. PIPE MONUMENT (RECOVERED)
- ⊕ BRASS TABLET (RECOVERED)
- ⊙ SECONDARY MONUMENT (RECOVERED)
- SECONDARY MONUMENT (SET)
- (R) RECORD DATA (PLAT# 2009-9)
- (C) COMPUTED DATA
- (M) MEASURED DATA



SCALE IN FEET

SITKA RECORDING DISTRICT

**NORTH 57\***  
**LAND SURVEYING LLC**  
(907) 747-6700 215-F SMITH STREET, SITKA, AK  
MAILING ADDRESS - 2007 CASCADE CREEK ROAD  
SITKA, AK 99835  
EMAIL: north57landsurveying@yahoo.com

BY	DATE	REV.	DESCRIPTION OF CHANGE



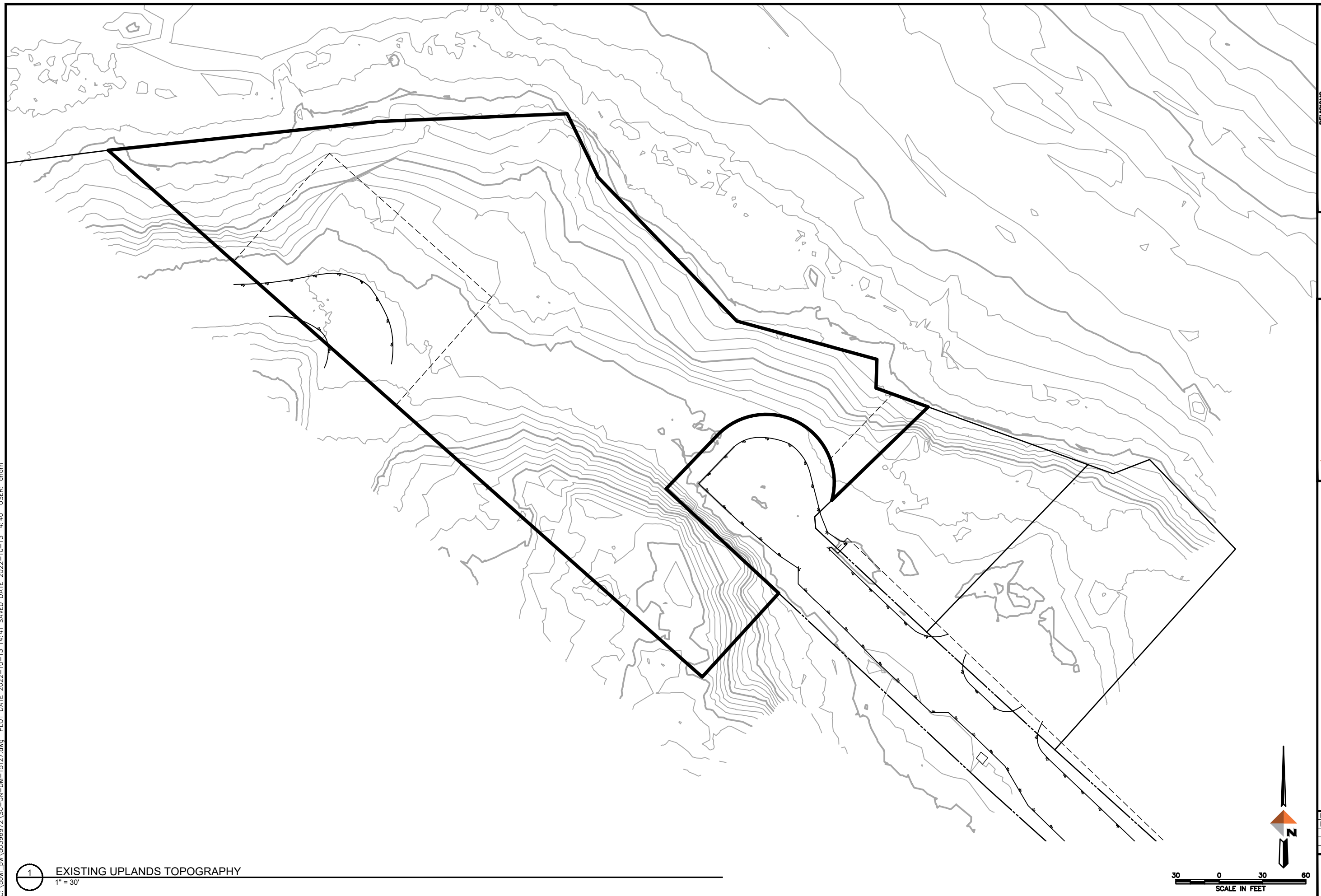
DESIGNED: K. O'NEILL  
DRAWN: JCH/ACAD  
CHECKED: KO  
DATE OF PLAT: JULY 2, 2021  
SCALE: 1" = 60'  
DRAWING NAME: 40163B03  
PROJECT NO. 40163-03

**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 DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.  
DATE \_\_\_\_\_ KELLY O'NEILL LS 13321

**SEAPLANE SUBDIVISION**

LOT 15A USS 1496 AND PARCEL NO. 2 (GRANT OF ROW) WITHIN LOT 15A USS 1496

SHEET 1 OF 1



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C:\DOMI_PW\003969\Z\3C-GN-DM=131Z1.QWg  FLU1 DATE ZUZZ=10-13 14:41 SAVED DATE ZUZZ=10-13 14:40 USER: BRIGH

```

1 EXISTING UPLANDS TOPOGRAPHY  
1" = 30'

$$1'' = 30'$$


30 0 30 60  
SCALE IN FEET



NEW SITKA SEAPLANE BASE  
SEWARD AVENUE, JAPONSKI ISLAND  
EXISTING UPLANDS  
TOPOGRAPHY  
1190 SEWARD AVENUE  
CITY AND BOROUGH OF SITKA, ALASKA

PROJECT	2023.15127.01
DATE	5/17/2022

DOWL 2022  
SHEET

 **DOWL**

**WWW.DOWL.COM**

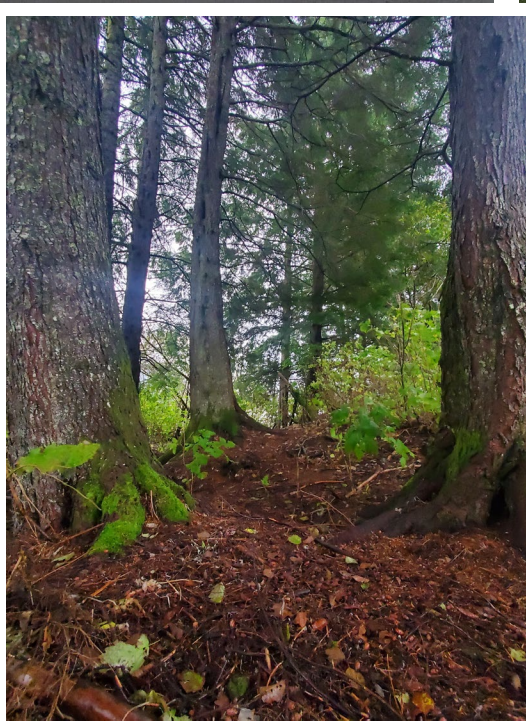
AEC1848

4041 B Street  
Anchorage, Alaska 99503  
907-562-2000

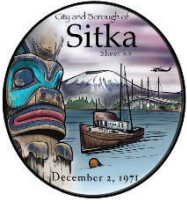
[illegible]



- **Top Left:** Seward Avenue cul de sac & lot frontage
- **Top Right:** Fencing around used ROW grant
- **Bottom:** General terrain & vegetation







# 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:** Minor subdivision of State owned property to resolve an encroachment issue. Lot is to attach to adjacent USCG property at a later date.

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### PROPERTY INFORMATION:

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

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

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### APPLICANT INFORMATION:

PROPERTY OWNER: State of Alaska, ADEED

PROPERTY OWNER ADDRESS: PO Box 110500 Juneau, AK 99811

STREET ADDRESS OF PROPERTY: 1190 Seward Avenue, Sitka, AK; Lot 15A, USS 1496

APPLICANT'S NAME: City and Borough of Sitka

MAILING ADDRESS: 100 Lincoln Street, Sitka, AK 99835

EMAIL ADDRESS: kelli.cropper@cityofsitka.org DAYTIME PHONE: 907 738-0461

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## 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.

**Michael A. Johnson, Commissioner**

Owner

Owner

**7/7/2021**

Date

Date

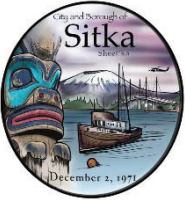
I certify that I desire a planning action in conformance with Sitka General Code and hereby state that all of the above statements are true. I certify that this application meets SCG requirements to the best of my knowledge, belief, and professional ability. I acknowledge that payment of the review fee is non-refundable, is to cover costs associated with the processing of this application and does not ensure approval of the request.

**City and Borough of Sitka**

Applicant (If different than owner)

**7/7/2021**

Date



# 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:** Lot 15A, USS 1496; 87,677sf. Approximately 550' x 159';  
Steep slope/topography varies
- EXISTING UTILITIES AND UTILITY ROUTES:** Existing utilities from Seward Avenue.
- PROPOSED UTILITIES AND UTILITY ROUTES:** Development plans include electrical, lighting, water, sewer, storm drain- all services.
- ACCESS, ROADS, TRANSPORTATION, AND MOBILITY:** Seward Avenue terminates in a culdesac at the southwestern property boundary.
- IMPACT OF PROPOSAL ON ANY EXISTING EASEMENTS:** None.
- PUBLIC HEALTH, SAFETY, AND WELFARE:** No changes resulting from replat.
- ACCESS TO LIGHT AND AIR:** Unchanged by replat.

- **ORDERLY AND EFFICIENT LAYOUT AND DEVELOPMENT:** Replat allows development of parcel otherwise obstructed by competing rights and interests.
- **DESCRIBE ALL EXISTING STRUCTURES, THEIR USE, AND PROXIMITY TO PROPOSED PROPERTY LINES:** WWII concrete observation post exists on property near the shoreline and not near the proposed new property lines. See plat for its location.
- **EXISTENCE OF ANY ENCROACHMENTS:** Portion of the USGC Base and its fence.
- **AVAILABILITY OF REQUIRED PARKING:** Development will meet CBS ordinances for parking.
- **SUMMARY OF PROPOSED EASEMENT AGREEMENTS OR COVENANTS:** None.

***ANY ADDITIONAL COMMENTS*** The replat is for the resolution of the exiting USCG Base encroachment and clear title for the acquisition of the larger parcel by CBS for the new Sitka Seaplane Base with an FAA Land Acquisition Grant.

City and Borough of Sitka

Applicant

7/7/2021

Date