



CITY AND BOROUGH OF SITKA

Meeting Agenda - Final

Planning Commission

Wednesday, March 6, 2024

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 24-02](#) Approve the February 21, 2024 meeting minutes.

Attachments: [2-February 21 2024 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 24-04](#) Public hearing and consideration of a zoning variance to reduce the front setbacks to 5' at 325 Eliason Loop in the R-1 single-family and duplex residential district. The property is also known as Lot 4, Block 5, Hillside Subdivision. The request is filled by Thomas Ensign. The owner of record is Thomas Ensign.

Attachments: [V 24-04 Ensign 325 Eliason Loop Staff Report](#)

[A VAR 24-04 Ensign 325 Eliason Loop Aerial](#)

[B VAR 24-04 Ensign 325 Eliason Loop Plat](#)

[C VAR 24-04 Ensign 325 Eliason Loop Site Plan](#)

[D VAR 24-04 Ensign 325 Eliason Loop Floor Plan](#)

[E VAR 24-04 Ensign 325 Eliason Loop Elevation & Model View](#)

[F VAR 24-04 Ensign 325 Eliason Loop Photos](#)

[G VAR 24-04 Ensign 325 Eliason Loop Applicant Materials](#)

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. Those with questions may call (907) 747-1814.

Publish:



CITY AND BOROUGH OF SITKA

Minutes - Draft

Planning Commission

Wednesday, February 21, 2024

7:00 PM

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

Present: Darrell Windsor (Chair), Wendy Alderson, Stacy Mudry, Robin Sherman, Thor Christianson (Assembly liaison).

Excused: Katie Riley

Staff: Kim Davis

Public: Joel Hanson, Eric Jarvill, Ariadne Will

Chair Windsor called the meeting to order at 6:57 PM

II. CONSIDERATION OF THE AGENDA

III. CONSIDERATION OF THE MINUTES

A [PM 24-01](#) Approve the January 17, 2024 meeting minutes.

M-Mudry/S-Alderson moved to approve the January 17, 2024 meeting minutes.

Motion passed 4-0 by voice vote.

IV. PERSONS TO BE HEARD

V. PLANNING DIRECTOR'S REPORT

Davis reported the Director Ainslie was out of the office and staff would be sending out the short-term rental report survey to conditional use permit holders next week.

VI. REPORTS

VII. THE EVENING BUSINESS

B [CUP 24-01](#) Public hearing and consideration of a conditional use permit for a short-term rental at 108 Naomi Kanosh Lane in the R-2 MHP multifamily and mobile home district. The property is also known as Lot 13 of Ashaak Subdivision. The request is filed by Joel Hanson. The owner of record is Joel Hanson.

Davis introduced a request for a conditional use permit for a short-term rental (STR) at 108 Naomi Kanosh Lane. This was a single-story dwelling unit about 1,374 sq. ft. with three bedrooms and two bathrooms. The applicant would be renting for a limited number of days in the summer and had other housing available. He was requesting a maximum of eight guests and quiet hours were set from 10pm-8am. The property was buffered by some vegetation but it was mostly open with ample parking for four vehicles. Staff recommended approval.

The applicant Joel Hanson was present. He stated he would be managing the rental and staying with family or friends when the rental was being utilized. Commissioners had no additional questions and there was no public comment.

M/Mudry-S/Alderson moved to approve the conditional use permit for a short-term rental at 108 Naomi Kanosh Lane in the R-2 MHP- multifamily/mobile home district subject to the attached conditions of approval. The property was also known as a Lot 13 of Ashaak Subdivision. The request was filed by Joel Hanson. The owner of record was Joel Hanson. Motion passed 4-0 by voice vote.

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

C [VAR 24-03](#)

Public hearing and consideration of a zoning variance request to increase the height of an accessory structure from 16' to 21' at 116 Molly Lane in the C-2 general commercial mobile home district. The property is also known as Lot 8, Mountain View Subdivision. The request is filed by Eric Jarvill. The owners of record are Eric Jarvill and Sarah Lawrie.

Davis introduced a zoning variance request to increase the height of an accessory structure from 16' to 21' at 116 Molly Lane in the C-2 general commercial mobile home district. This was to build a detached garage adjacent to the existing primary structure. The proposed garage would be 20' x 32' with a storage loft, bathroom, and shop but no kitchen facilities. There was no significant increase in traffic, noise, or odor outside of normal residential use. The properties behind were on a higher elevation and view sheds would be minimally impacted. Staff recommend approval.

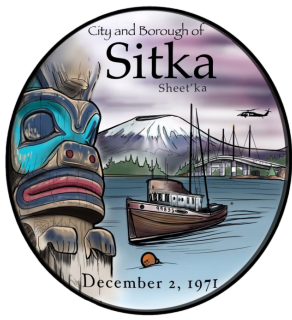
The applicant Eric Jarvill was present. Jarvill stated explained the height increase was to accommodate additional storage space in the loft area and that the house on the property was around 20' in height. There was one letter of support for the height increase and no additional public comment. Commissioners had no additional questions.

M/Alderson-S/Mudry moved to approve the zoning variance for an increase in height of an accessory structure to 21' in the C-2 General Commercial and Mobile Home District subject to the attached conditions of approval. The property was also known as Lot 8 Mountain View Subdivision. The request was filed by Eric Jarvill. The owners of record were Eric Jarvill and Sarah Lawrie. Motion passed 4-0 by voice vote.

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

VIII. ADJOURNMENT

Chair Windsor adjourned the meeting at 7:10 PM



CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

Planning and Community Development Department

AGENDA ITEM

Case No: V 24-04
Proposal: Reduce front north and east setbacks from 14' to 5'
Applicant: Thomas Ensign
Owner: Thomas Ensign
Location: 325 Eliason Loop
Legal: Lot 4, Block 5, Hillside Subdivision
Zone: R-1 - Single-Family/Duplex Residential District
Size: 18,566 SF
Parcel ID: 3-0647-0247
Existing Use: Residential
Adjacent Use: Residential
Utilities: Eliason Loop
Access: Eliason Loop

KEY POINTS AND CONCERNS

- The proposal is to facilitate construction of a single-family home.
- Topography of the lot hinders the buildable area.
- The property is a corner lot, further constricting buildable area.
- No negative impacts to ingress/egress or visibility anticipated.

ATTACHMENTS

Attachment A: Aerial
Attachment B: Plat
Attachment C: Site Plan
Attachment D: Floor Plan
Attachment E: Elevation & Model View
Attachment F: Photos
Attachment G: Applicant Materials

BACKGROUND/PROJECT DESCRIPTION

The applicant is proposing to reduce both the front setbacks from the north and east property lines from 14 feet to 5 feet. While not immediately recognizable as such, the property is platted as a corner lot as it abuts two rights-of-way (ROW). The applicant would like to build a modest-sized home, with approximately 315 square feet of living space and a round-house design. As a note, though the model photo refers to the structure as a “yurt”, the structure utilizes wood-frame construction and has a metal roof. It is anticipated that the structure will be a permanent (rather than temporary), and will comply with the International Residential Code, which means that both the Building Department and the Planning Department would classify the structure as a single-family home.

The north frontage of the lot abuts Eliason Loop, a 50-foot-wide developed city ROW. There is a 12 foot-wide ditch on this side of the ROW, which keeps a sizeable distance between passing vehicles and the front of the lot. The front property line on the east faces Chirikov Drive, a 40-foot-wide ROW. Approximately half the length of Chirikov Drive is developed, beginning at its intersection with Sawmill Creek Road and extending uphill for about 500 feet. The undeveloped remainder of Chirikov Drive extends uphill, intersecting with Eliason Loop. This section of the ROW is heavily wooded and has a significant elevation gain between the top and bottom of the hill.

This property is very challenging to build on, as a significant portion of the lot is a steep slope. The applicant would like to use as much of the flat, buildable space at the top of the lot as possible.

ANALYSIS

Setback requirements

The Sitka General Code requires 14-foot front setbacks in the R-1 zone¹.

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 major structures or expansions in the Sitka General Code is “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”.

¹ SGC Table 22.20-1

Justification

In order for a variance to be granted, it must be shown that there are special circumstances warranting a variance. The topography of the lot in this case does warrant special consideration given the limitations on building space it creates. Further, the setback reductions are somewhat minimal given that the structure is round, so only small portions of the structure will be within 5' of the front property lines.

Potential Impacts

Generally, there are two primary concerns that arise when decreasing front setbacks – safety of ingress/egress, and driver visibility (particularly at intersections).

Ingress/Egress

As shown on the site plan, the house is oriented towards the east side of the lot, and the driveway comes in at an angle from the west/middle of the lot. This should ensure that there is adequate space and visibility for ingress/egress.

Intersection Visibility

As currently developed, there are no concerns about visibility impacts for drivers on Eliason Loop. The structure will be far enough back from the drivable surface of the ROW that it will not interfere with sight lines as drivers come around the bend of the loop.

While there are no imminent plans to develop the remaining portion of Chirikov Drive, it is still important to consider the potential impacts that could result from the granting of this variance were the ROW to be developed in the future. While the zoning code has provisions for intersection visibility, that analysis could not be applied to this case because it is dependent on the distance between structures and drivable surfaces (not the platted property line), and on the grade of the street versus the lot and structures. However, because the structure is uniquely shaped as a round instead of square, the setback reductions will still preserve a sizeable portion of open space on the northeast corner which should mitigate the potential for intersection visibility issues in the future.

Comprehensive Plan Guidance

This proposal is consistent with the Housing goal of the comprehensive plan, which aims to, “Expand the range, affordability, and quality of housing in Sitka while maintaining attractive, livable neighborhoods”, by enabling creative development of a challenging residential lot that is currently underutilized.

RECOMMENDATION

Staff recommends approval for granting the front setback reductions.

Motions to approve the zoning variance

- 1. “I move to approve the zoning variance for a reduction to the front setbacks at 325 Eliason Loop in the R-1 - Single-Family/Duplex Residential District subject to the attached conditions of approval. The property is also known as Lot 4, Block 5, Hillside Subdivision. The request is filed by Thomas Ensign. The owner of record is Thomas Ensign.”**

Conditions of Approval:

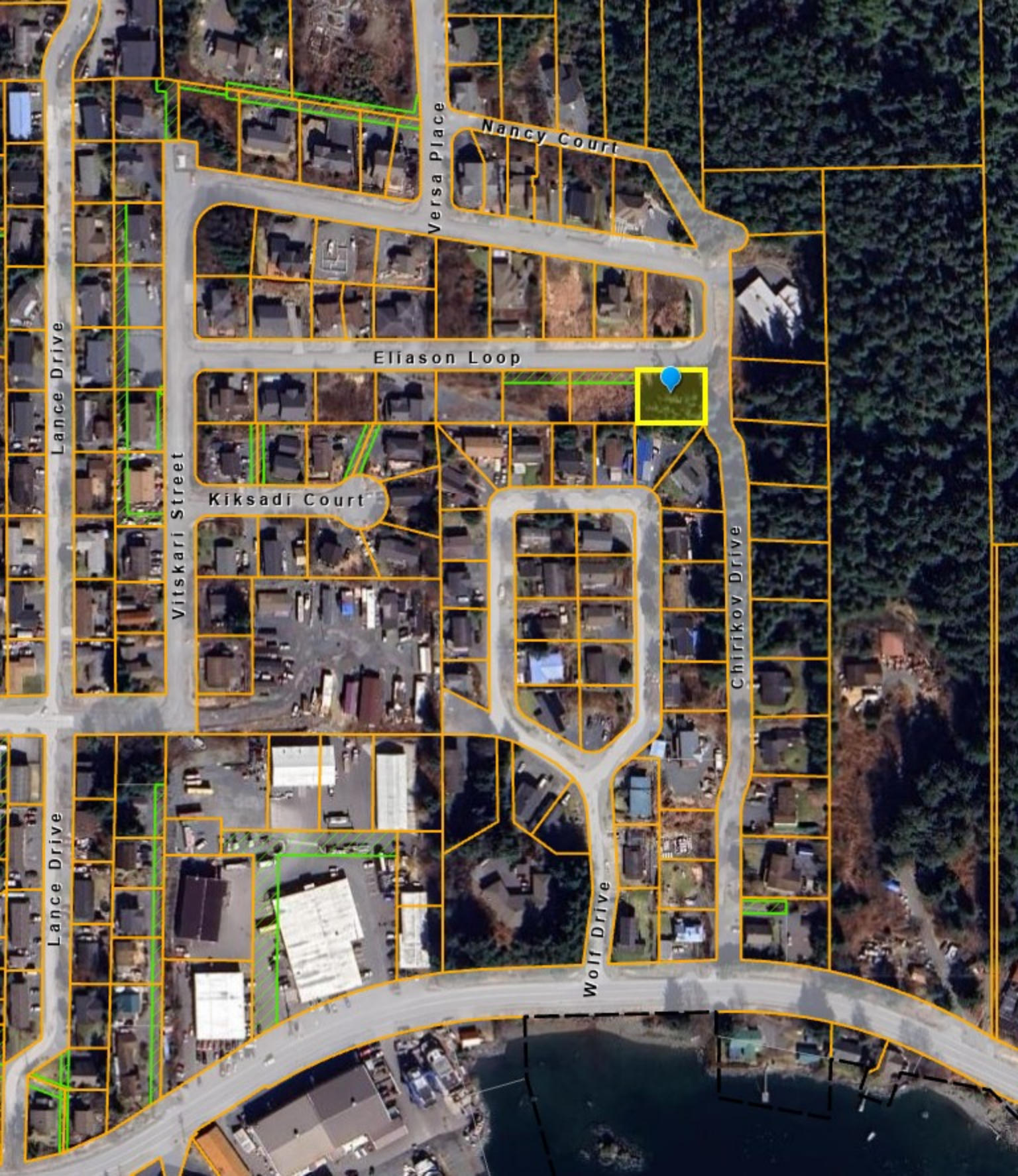
- a. The front north and east setbacks will be decreased from 14 feet to 5 feet. No encroachments over the property line are permitted.
- b. Building plans shall remain consistent with the narrative and plans provided by the applicant for this request. Any major changes (as determined by staff) to the 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.

- 1) “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 shown²:

- 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; *in this case, the extreme topography of the lot is a special circumstance that warrants the granting of a variance.*
- 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 *because the granting of this variance is necessary to build a single-family home, a substantial property right in the R-1 zone.*
- 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 *because the site plan preserves safe ingress/egress and visibility, and because the proposal furthers an appropriate use of the property per the zoning and with regards to public infrastructure in the area.*
- d. That the granting of such a variance will not adversely affect the comprehensive plan *because it supports creative development of new housing, expanding the range and affordability of housing in Sitka.*

² Section 22.10.160(D)(1)—Required Findings for Major Variances



Lance Drive

Lance Drive

Vitskari Street

Versa Place

Nancy Court

Eliason Loop

Kiksadi Court

Chirikov Drive

Wolf Drive

CERTIFICATE OF OWNERSHIP AND DEDICATION
 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.

5/11/06
 DATE
 Clark W. Winget
 President of Winget Development, Inc.
 NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
 STATE OF ALASKA
 CITY & BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS 11th day of May, 2006, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND NOTARILY APPEARED, Clark W. Winget, President of Winget Development, Inc.

TO BE KNOWN TO BE THE PERSONAL INDIVIDUALS WHOSE NAMES EXISTED IN THE SUBDIVISION PLAN AND TO BE KNOWN TO ME THAT THE SAME PERSONS, THE SAME PERSONS, AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARY SEAL, THE DAY AND YEAR FIRST ABOVE WRITTEN.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA
 MY COMMISSION EXPIRES 7-1-07

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, DO HEREBY CERTIFY THAT ACCORDING TO THE RECORDS OF THE CITY & BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS IN THE NAME OF Winget Development, Inc.

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 2005 WILL BE DUE ON OR BEFORE Aug 31, 2006.

DATED THIS 11th day of May, 2006, AT SITKA, ALASKA.

Winget Development, Inc.
 ASSESSOR, CITY AND BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD
 I HEREBY CERTIFY THAT THE SUBDIVISION PLAN SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA. I HAVE REVIEWED AND THAT SAID PLAN HAS BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION NO. 2006-11.

5/11/06
 DATE
 CHAIRMAN, PLAYING BOARD

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

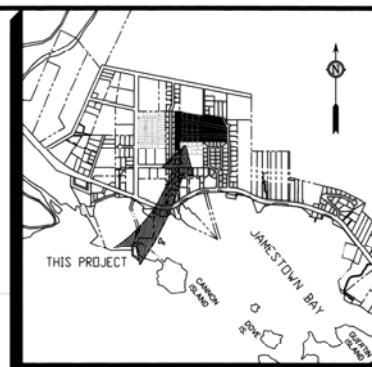
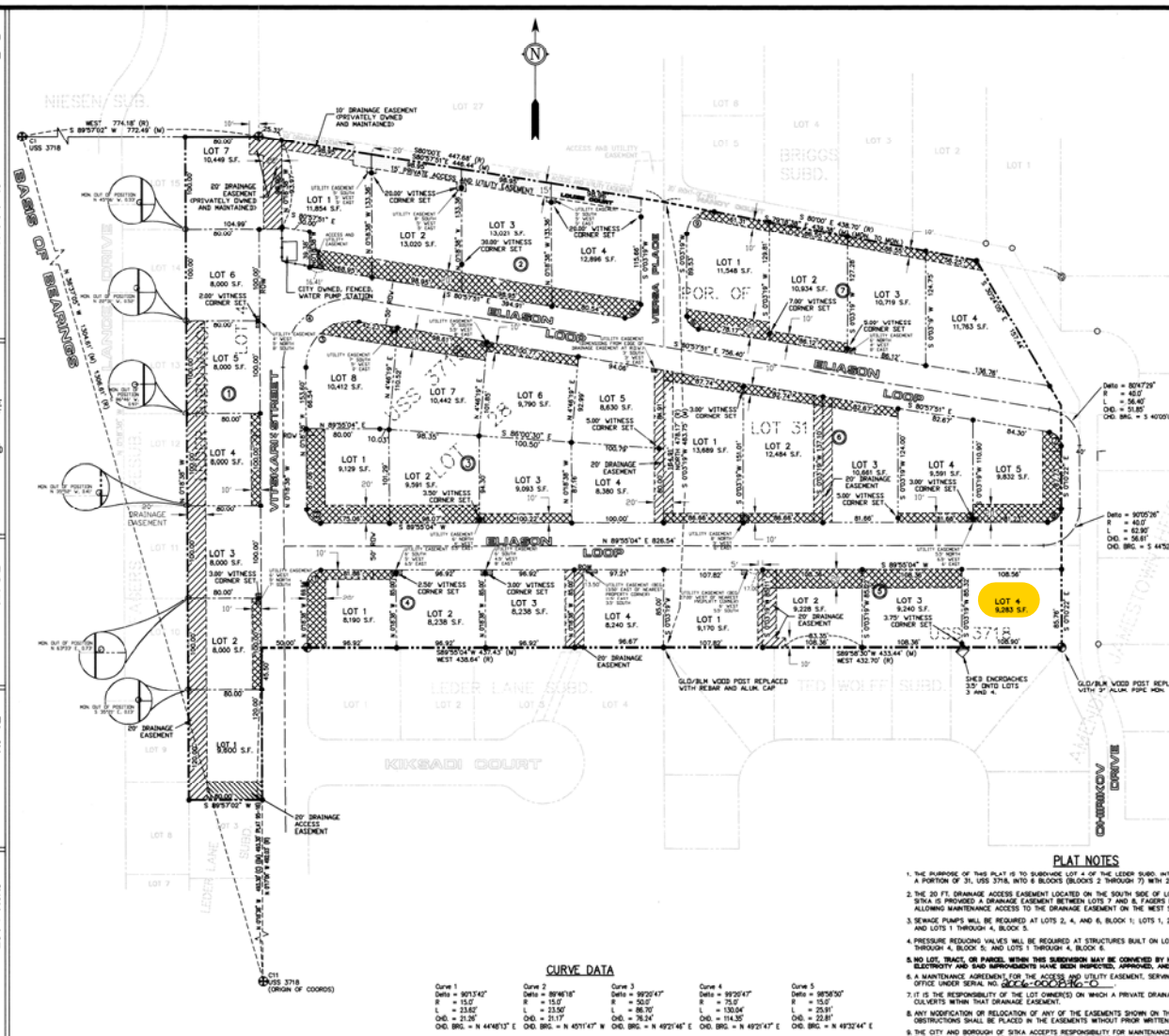
5/11/06
 DATE
 CITY & BOROUGH CLERK

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 Winget Development, Inc.

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 11th day of May, 2006, AT SITKA, ALASKA.

FOR THE
 FINANCE DIRECTOR
 CITY & BOROUGH OF SITKA



VICINITY MAP
 SCALE 1"=1,000'

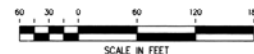
- LEGEND**
- ⊕ GLOBE PLANT BRASS CAP (RECOVERIES)
 - ⊙ GLOBE PLANT BRASS CAP (RECOVERIES)
 - ⊙ ALUMINUM PPT WORKMAN
 - ⊙ SECONDARY MONUMENT (DET)
 - ⊙ SECONDARY MONUMENT (RECOVERIES)
 - (R) RECORDED DATA
 - (C) COMPUTED DATA
 - (M) MEASURED DATA
 - ▨ SLOPE EASEMENT
- NOTE: BOUNDARIES AND DIMENSIONS ARE PARALLEL TO PERPENDICULAR TO A.S.M. LINE. DIMENSIONS ARE FROM NEAREST PROPERTY CORNER (UNLESS OTHERWISE NOTED).
- CHAIN LINK FENCE

PLAT NOTES

- THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE LOT 4 OF THE LEDER SUBD. INTO 10 LOTS AND TO SUBDIVIDE LOTS 28 AND A PORTION OF 31, USS 3718, INTO 6 BLOCKS (BLOCKS 2 THROUGH 7) WITH 29 LOTS.
- THE 20' DRAINAGE EASEMENT LOCATED ON THE SOUTH SIDE OF LOT 1, BLOCK 1, WILL BECOME OWNED BY THE CITY AND BOROUGH OF SITKA IF PROVIDED A DRAINAGE EASEMENT BETWEEN LOTS 7 AND 8, FACING RESUBDIVISION, AND ACROSS LOT 3, LEDER LANE SUBDIVISION, ALLOWING MAINTENANCE ACCESS TO THE DRAINAGE EASEMENT ON THE WEST SIDE OF LOTS 1 THROUGH 5, BLOCK 1, OF THIS SUBDIVISION.
- DRAINAGE PUMPS WILL BE REQUIRED AT LOTS 2, 4, AND 6, BLOCK 1; LOTS 1, 2, AND 3, BLOCK 2; LOT 5, BLOCK 3; LOTS 3 AND 4, BLOCK 4; AND LOTS 1 THROUGH 4, BLOCK 5.
- PRESSURE RECORDING VALUES WILL BE REQUIRED AT STRUCTURES BUILT ON LOTS 1 THROUGH 4, BLOCK 2; LOTS 5 THROUGH 8, BLOCK 3; LOTS 2 THROUGH 4, BLOCK 4; AND LOTS 1 THROUGH 4, BLOCK 5.
- NO LOT, TRACT, OR PARCEL WITHIN THIS SUBDIVISION MAY BE CONVEYED BY HAWKEYE LLC (OWNER) UNTIL, SERVED BY ROAD, WATER, SEWER, AND ELECTRICITY AND SAID IMPROVEMENTS HAVE BEEN INSPECTED, APPROVED, AND ACCEPTED FOR MAINTENANCE BY THE CITY AND BOROUGH OF SITKA, ALASKA.
- A MAINTENANCE AGREEMENT FOR THE ACCESS AND UTILITY EASEMENT, SERVING LOTS 1 THROUGH 4 OF BLOCK 2, IS FILED IN THE SITKA RECORDER'S OFFICE UNDER SITKA NO. 2006-11.
- IT IS THE RESPONSIBILITY OF THE LOT OWNER ON WHICH A PRIVATE DRAINAGE EASEMENT EXISTS TO MAINTAIN THE OPEN CHANNEL AND/OR CULVERTS WITHIN THAT DRAINAGE EASEMENT.
- ANY MODIFICATION OR RELOCATION OF ANY OF THE EASEMENTS SHOWN ON THIS PLAT MUST RECEIVE PRIOR MUNICIPAL APPROVAL. NO OBSTRUCTIONS SHALL BE PLACED IN THE EASEMENTS WITHOUT PRIOR WRITTEN MUNICIPAL APPROVAL.
- THE CITY AND BOROUGH OF SITKA ACCEPTS RESPONSIBILITY FOR MAINTENANCE OF THE DETENTION POND LOCATED WITHIN THE PRATO EASEMENT. THE CITY AND BOROUGH OF SITKA IS NOT RESPONSIBLE FOR FLOODS AFTER THEY LEAVE THE DETENTION POND.

CURVE DATA

Curve 1 Data = 901747" R = 15.0' L = 23.62' Chd = 21.35' Chd Bnc = N 44°51'47" E	Curve 2 Data = 894616" R = 15.0' L = 23.62' Chd = 21.35' Chd Bnc = N 40°14'47" E	Curve 3 Data = 892547" R = 15.0' L = 23.62' Chd = 21.35' Chd Bnc = N 49°24'47" E	Curve 4 Data = 892547" R = 15.0' L = 23.62' Chd = 21.35' Chd Bnc = N 49°24'47" E	Curve 5 Data = 892547" R = 15.0' L = 23.62' Chd = 21.35' Chd Bnc = N 49°24'47" E
Curve 6 Data = 891747" R = 15.0' L = 23.62' Chd = 21.35' Chd Bnc = N 44°51'47" E	Curve 7 Data = 891747" R = 15.0' L = 23.62' Chd = 21.35' Chd Bnc = N 40°14'47" E	Curve 8 Data = 892547" R = 15.0' L = 23.62' Chd = 21.35' Chd Bnc = N 49°24'47" E	Curve 9 Data = 892547" R = 15.0' L = 23.62' Chd = 21.35' Chd Bnc = N 49°24'47" E	Curve 10 Data = 892547" R = 15.0' L = 23.62' Chd = 21.35' Chd Bnc = N 49°24'47" E



O'NEILL
 SURVEYING AND ENGINEERING

BOX 1849 SITKA, ALASKA 99835
 PHONE: (907) 747-6700
 FAX: (907) 747-6700
 EMAIL: onell@ocean.net

BY	DATE	REV	DESCRIPTION OF CHANGE

RECORD OF REVISIONS



DRAWN BY: J. O'NEILL
CHECKED BY: J. O'NEILL
DATE OF PLAT: 11/18/2006
SCALE: 1" = 66'
DRAWING NAME: 2006-11
PROJECT NO: 30205-16-00

SURVEYOR'S CERTIFICATE
 I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN 2006, I HAVE CONDUCTED 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.

5/11/06
 DATE
 Clark W. Winget
 PATRICK R. O'NEILL, L.S. 6304

HILLSIDE SUBDIVISION
LOT 28 AND A PORTION OF LOT 31, USS 3718, AND LOT 4, LEDER SUBDIVISION
 CLIENT: HAWKEYE, LLC



Eliason Loop 30'

ditch

12'

ditch (6' x 2')

S 69°55'04" W
108.56'

utilities

parking

parking



slope



slope



slope



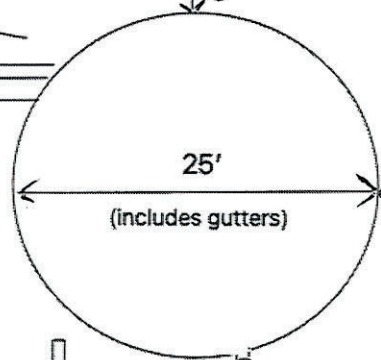
slope



slope



slope



Future
proposed
Chirikov DR.

Ensign Site Plan
325 Eliason Loop

Lot 4
9,283 SF

56'

85.76'
S 0°10'22" E

85.32'

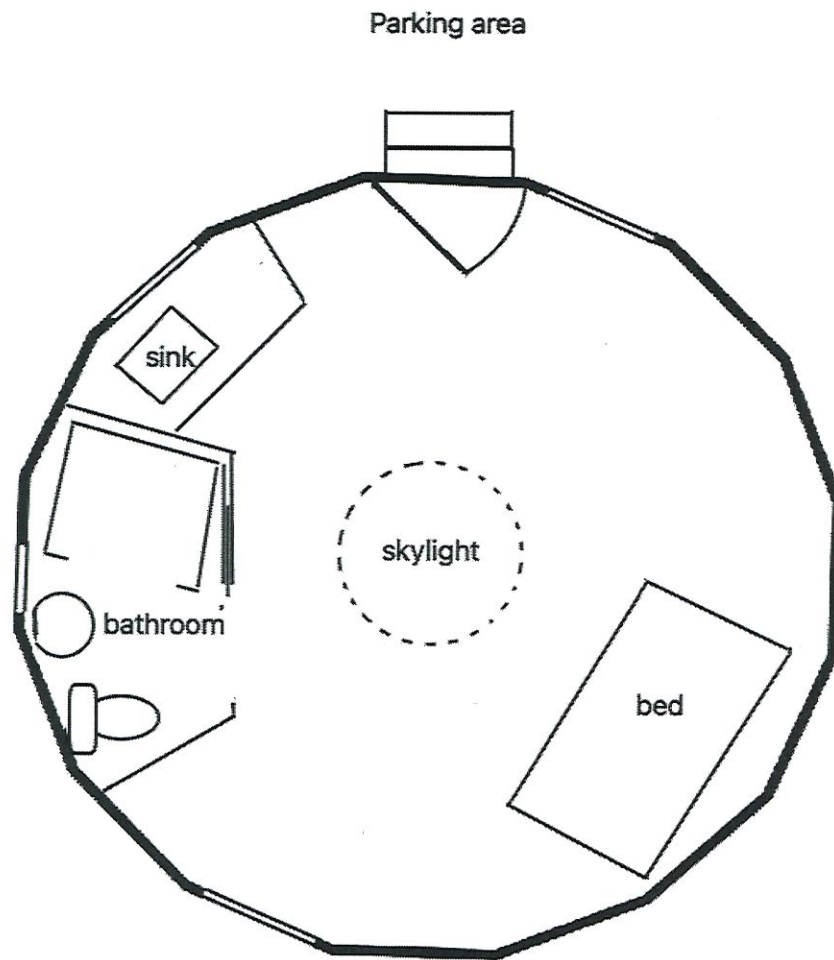
S 0°03'19" W

Shed Encroaches 3.5' onto
Lots
3 and 4

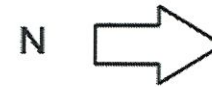
108.90'

3" Alum Pin

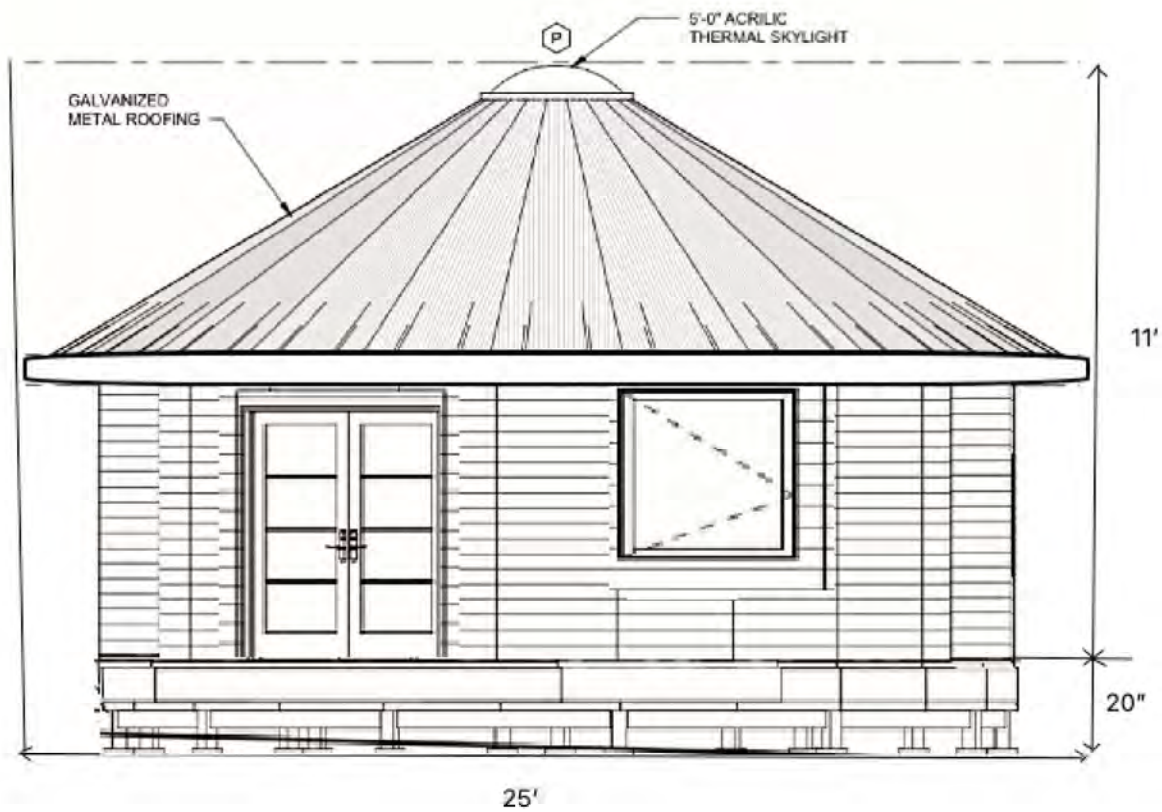
325 ELIASON LOOP FLOOR PLAN



Living area 20' diameter
To outer edge of gutters-25'



ELEVATION



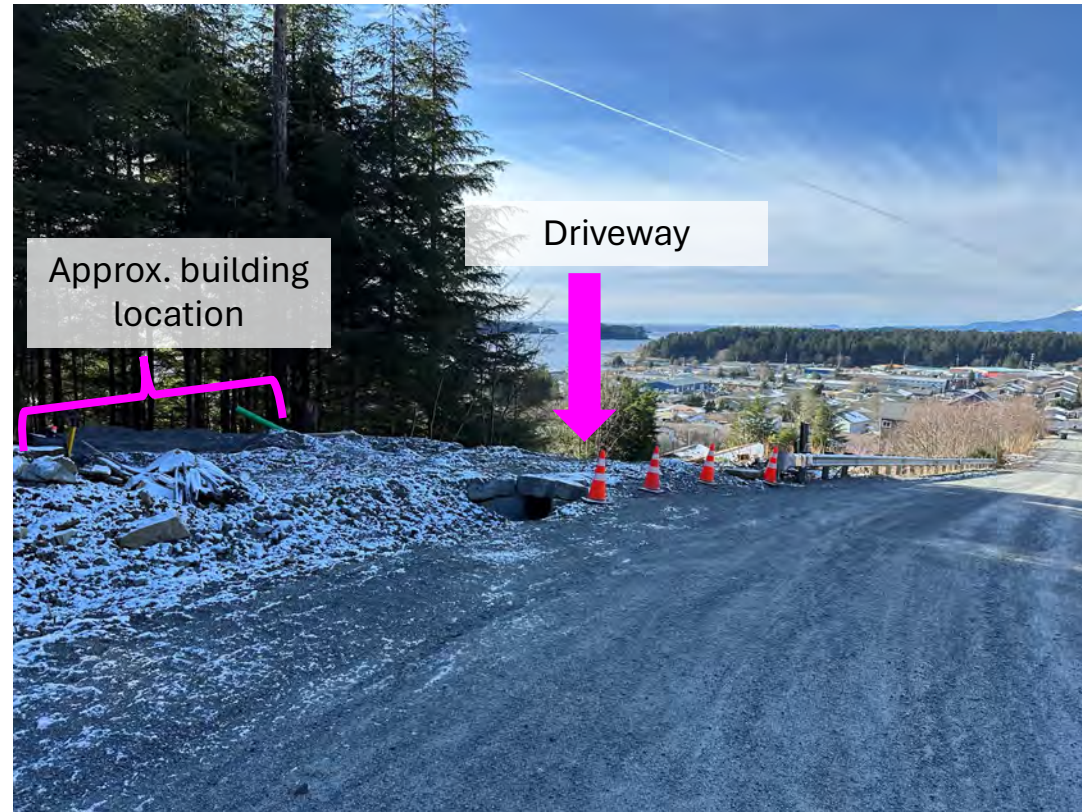
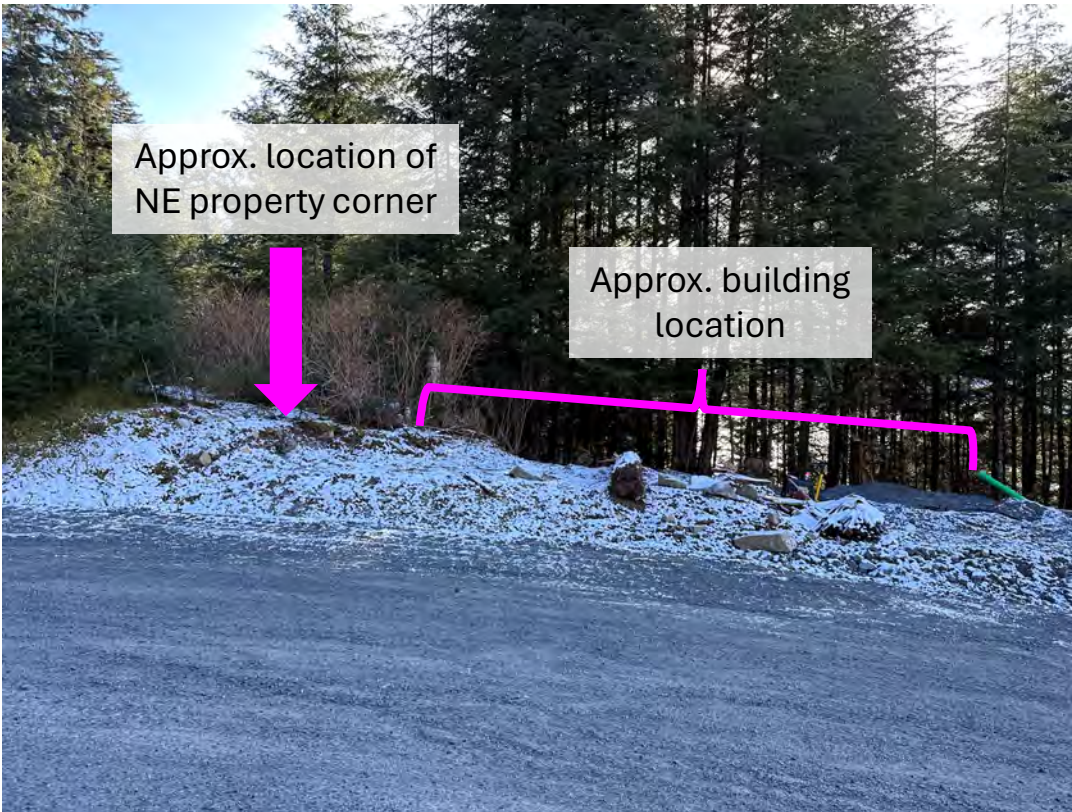
Wood frame construction
Plywood sheathing
Cedar siding

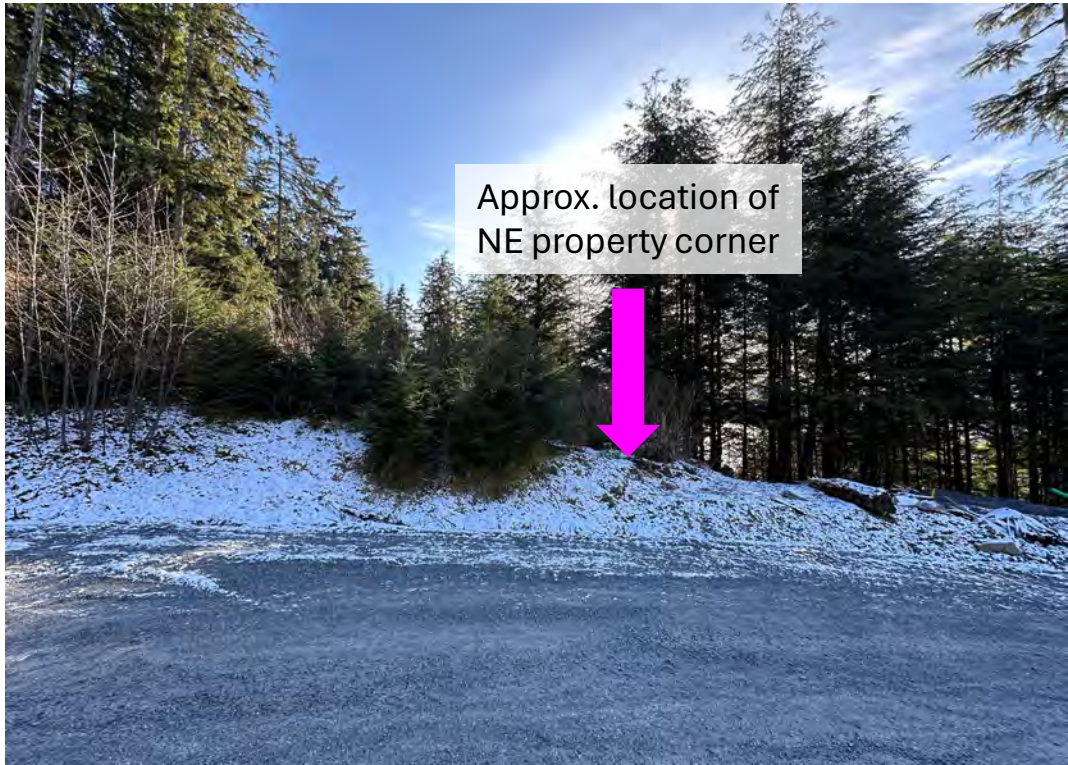
Smiling Woods Yurts



YURT SET UP MANUAL[©]
20'- 41' YURT
METAL ROOF

Building Location





Approx. location of
NE property corner



Top of Chirikov Drive
(intersecting Eliason Loop)

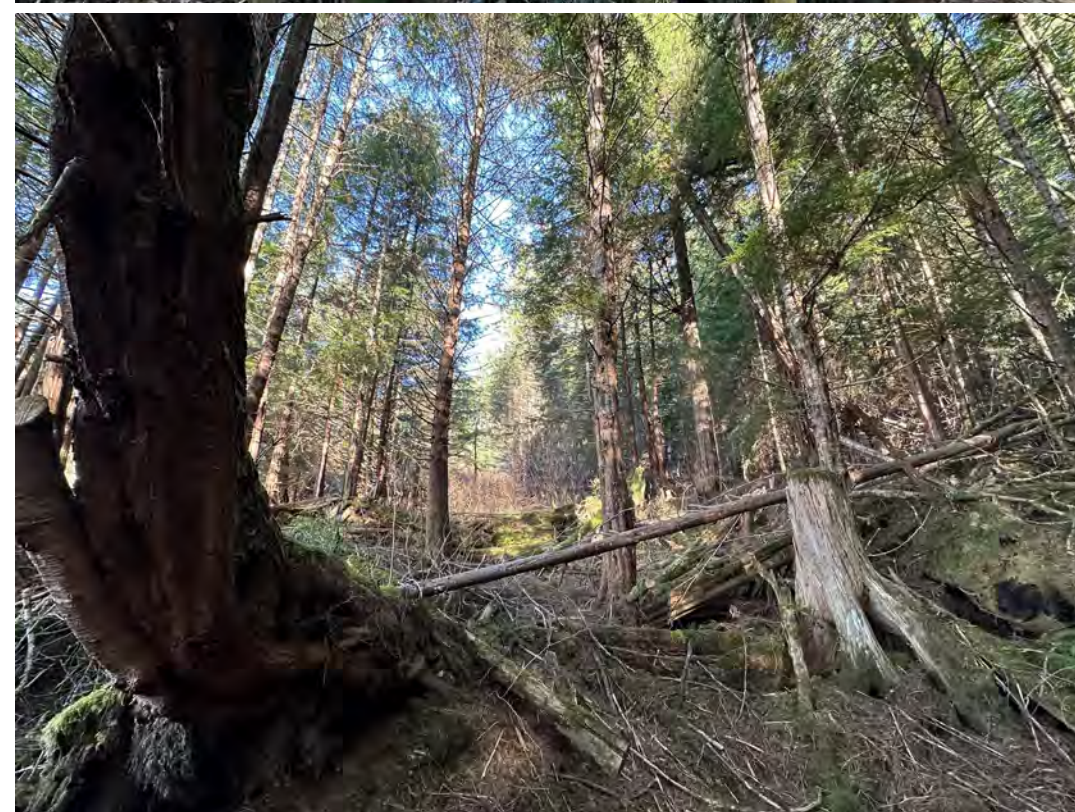


Top of Chirikov Drive looking
downhill towards developed
section of ROW





Viewpoint from the end
of the developed
section of Chirikov
Drive looking up
towards Eliason Loop





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: Asking to reduce frontal setback on two boundary lines because of steep topography and limited building space

PROPERTY INFORMATION:

CURRENT ZONING: R1 PROPOSED ZONING (if applicable): _____

CURRENT LAND USE(S): residential PROPOSED LAND USES (if changing): _____

APPLICANT INFORMATION:

PROPERTY OWNER: Thomas Ensign

PROPERTY OWNER ADDRESS: 475 Katlian St., Sitka

STREET ADDRESS OF PROPERTY: 325 Eliason Loop

APPLICANT'S NAME: Thomas Ensign

MAILING ADDRESS: P.O. Box 1285, Sitka, AK 99835

EMAIL ADDRESS: tensign@hotmail.com DAYTIME PHONE: 360 963-7713

Ensign 2/12/2024 325 Eliason Loop
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.)
- ☐ 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

2/12/2024
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

Ensign
Last Name

2/12/2024
Date Submitted

325 Eliason Loop
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.

steep topography provides limited
practical building space

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

- TRAFFIC none
- PARKING none
- NOISE none
- PUBLIC HEALTH AND SAFETY none
- HABITAT none
- PROPERTY VALUE/NEIGHBORHOOD HARMONY none
- COMPREHENSIVE PLAN none

Ensign 2/12/2024 325 Eliason Loop
Last Name Date Submitted 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:**

steep topography limits building space

- 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:**

this variance would allow construction of small residence on lot

- 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**

TE

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**

Ensign
Last Name

2/12/2024
Date Submitted

325 Eliason Loop
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 Adjacent road(s) lightly travelled,
serves only local residences, wider than normal.
Substantial ditch (6' wide, 2' deep) between road
and property. 12' between road and property line

Thomas Ensign, Ensign
Applicant

2/12/2024
Date

Ensign
Last Name

2/12/2024
Date Submitted

325 ELIASON LOOP
Project Address