CITY AND BOROUGH OF SITKA

Meeting Agenda - Final

Planning Commission

Wednesday, May 1, 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 24-05 Approve the April 17, 2024 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

B MISC 24-05 Vacation of utility easement at Lots 4A and 4B, CJ Subdivision.

VI. REPORTS

VII. THE EVENING BUSINESS

C ZA 24-01 Public hearing and consideration of a request for a zoning map amendment to rezone 201 Price Street from I industrial to C-2 general commercial mobile home district. The property is also known as Lot 1, Breedlove Subdivision. The request is filed by Paddy Hansen. The owner of record is Hansen and Hansen Enterprise, LLC.

D P 24- 01 Public hearing and consideration of a concept plat for a minor subdivision resulting two lots at 201 Price Street in the I Industrial district. The property is also known as Lot 1, Breedlove Subdivision. The request is filed by Paddy Hansen. The owner of record is Hansen and Hansen Enterprise, LLC.

E P 24- 02 Public hearing and consideration of a plat for a lot merger of 605 Merrill Street and 604 Geodetic Way in the R-1 single-family and duplex residential district. The property is also known as Lot 48 and Lot 62 of the Amended Pinehurst Subdivision. The request is filed by Clayton and Ashleigh Stromquist. The owners of record are Clayton and Ashleigh Stromquist.

F VAR 24-06 Public hearing and consideration of a zoning variance to reduce the front setback from 14' to 7' at 450 Alice Loop in the WD waterfront district. The property is also known as Lot 11A, William Paul Subdivision. The request is filled by Diana Twaddle. The owner of record is Diana Twaddle.

G VAR 24-07 Public hearing and consideration of a zoning variance to reduce the required parking at NHN Jarvis Street in the C-1 general commercial district. The property is also known as the Remainder of Lot Three (3) U.S. Survey 3695. The request is filled by Andrew Hinton. The owner of record is Alaska Mental Health Trust, State of Alaska.

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, April 17, 2024 | **7:00 PM** | **Harrigan Centennial Hall**

I. CALL TO ORDER AND ROLL CALL

Present: Darrell Windsor (Chair), Katie Riley, Wendy Alderson, Robin Sherman, Thor Christianson (Assembly liaison)
Excused: Stacy Mudry
Staff: Amy Ainslie, Kim Davis
Public: Karen Case, Jere Christner, Andrew Hinton, Ben Kraft, JJ Carlson, Ariadne Will

Chair Windsor called the meeting to order at 7:08 PM.

II. CONSIDERATION OF THE AGENDA

Ainslie requested moving item C after A and B. Commissioners discussed and decided to leave the agenda as it was.

III. CONSIDERATION OF THE MINUTES

A PM 24-04 Approve the March 20, 2024 meeting minutes.

M/Alderson-S/Riley moved to approve the March 20, 2024 meeting minutes. Motion passed 4-0 by voice vote.

IV. PERSONS TO BE HEARD

V. PLANNING DIRECTOR'S REPORT

Ainslie informed commissioners of the number and volume of permits and filings, the next few agendas would be full. The short-term rental report would be moved to May 15.

B MISC 24-04

Modification of a utility easement at Lots 2 and 3, Cedars Subdivision.

Ainslie informed commissioners of a modification to a utility easement at Lots 2 and 3, Cedars Subdivision. Per the subdivision code, the commission was to be notified in writing of any modifications.

VI. REPORTS

C MISC 24-03 Housing Summit Update and Sitka Tribal Housing Needs Assessment.

Ainslie provided an update on the recent housing summit with partners Sitka Tribe of Alaska (STA) and Baranof Island Housing Authority (BIHA). The Sitka Tribal Housing

Needs Assessment report highlighted the indigenous population loss due to unaffordable housing. The housing summit had picked a few topics to focus on such as; establishing a local housing network, creation of new housing at higher densities, preventing displacement of mobile home parks, and the development of pocket communities with tiny homes and communal facilities.

VII. THE EVENING BUSINESS

D CUP 24-03

Public hearing and consideration of a conditional use permit for a short-term rental at 343 Wortman Loop in the R-1 LD single-family and duplex residential low density district. The property is also known as Lot 20A, Block 1, Lot Line Adjustment of Lots 20 and 21, Block 1 Cascade Creek Subdivision. The request is filed by Karen Case. The owner of record is Karen Case.

Ainslie introduced a conditional use permit for a short-term rental (STR) at 343 Wortman Loop in the R-1 LD single-family and duplex low density residential district. The applicant was requesting the STR for the lower level, one-bedroom apartment with a maximum capacity of four guests. Quiet hours were listed from 10PM - 7PM and trash would be handled by the applicant. The property was well buffered by vegetation on the sides and rear with adequate parking for two vehicles and access to the property was from Wortman Loop. Staff recommended approval.

The applicant Karen Case was present. Past renters had been interim for periods of three months, and she was wanting to provide short-term housing for sports or events happening in town. She had added additional bear instructions to the renter handout and would be picking up the trash placed by renters in the trash bin for storage in the garage until trash pickup day. Public comment from Jere Christner was in favor of the STR. Commissioners discussed the loss of long-term rentals and reduced housing stock for year-round residents but stated this was following the code requirements.

M/Riley-S/Alderson moved to approve the conditional use permit for a short-term rental at 343 Wortman Loop in the R-1 LD single-family/duplex low density residential district subject to the attached conditions of approval. The property was also known as Lot 20A, Block 1, Lot Line Adjustment of Lots 20 and 21, Block 1 Cascade Creek Subdivision. The request was filed by Karen Case. The owner of record was Karen Case. Motion passed 4-0 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 4-0 by voice vote.

E VAR 24-05

Public hearing and consideration of a zoning variance to reduce the southwest front setback from 14' to 5' at NHN Jarvis Street in the C-1 general commercial district. The property is also known as the Remainder of Lot Three (3) US Survey 3695. The request is filled by Andrew Hinton. The owner of record is Alaska Mental Health Trust, State of Alaska.

Ainslie introduced a zoning variance request at NHN Jarvis Street in the C-1 general commercial district for a reduction from 14 feet to 5 feet to the southwest front setback. This was to facilitate construction of permanent supportive housing project with 12 residential units, a caretaker unit, and a services building which would be built during phase two. This was to provide affordable housing for the chronically homeless and provide behavioral health services, employment services, and individualized support on-site.

This property was an irregular shape and had difficult topography as it sloped towards Indian River. The Sitka Homeless Coalition (SHC) had a 30-year lease with the Alaska Mental Health Trust for the front 2 acres of the lot. The property was platted as a corner lot with two front setbacks as it abutted two rights-of-way (ROWs); Jarvis Street and the undeveloped Haley Avenue. As platted, these two ROWs only adjoin in one corner and do not intersect. The lot line abutting Jarvis street was about 810 feet in length, with only the first 68 feet abutting the ROW. The majority of the property line functioned more as a side lot line, which warranted consideration of a setback more in line with its functional use. Staff recommended approval.

Applicants Andrew Hinton and Ben Kraft were present. They had no additional details to add to the staff report. Public comment from JJ Carlson stated this side of the valley could be expanded in the future and the placement of the service building being developed in phase two could limit further development of the lot. Commissioners discussed the unique platting, ROW's and topography of the property.

M/Alderson-S/Riley moved to approve the zoning variance for a reduction to the southwest front setback at NHN Jarvis Street in the C-1 general commercial district subject to the attached conditions of approval. The property was also known as Remainder of Lot Three (3), U.S. Survey 3695. The request was filed by the Sitka Homeless Coalition. The owner of record was Alaska Mental Health Trust, State of Alaska. Motion passed by voice vote 4-0.

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

VIII. ADJOURNMENT

Chair Windsor adjourned the meeting at 7:56 PM.

A L A S K A

2024-000278-0
Recording Dist: 103 - Sitka
4/19/2024 12:08 PM Pages: 1 of 3

VACATION OF UTILITY EASEMENT

This instrument is made by and between CHRISTINE MARIE MCGRAW, of 738 Alice Loop, Sitka, Alaska 99835 (hereinafter referred to as "McGraw"), and TAYLOR COLVIN and ANDREA COLVIN, husband and wife, of 708 Alice Loop, Sitka, Alaska 99835 (hereinafter referred to as "Colvin's"), and the CITY AND BOROUGH OF SITKA, of 100 Lincoln Street, Sitka, Alaska 99835 (hereinafter referred to as "CBS").

Recitals

A. The parties to this instrument are the current owners of adjacent real properties located in the Sitka Recording District, First Judicial District, State of Alaska.

B. McGraw is the owner of real property described as follows:

LOT FOUR (4B), CJ Subdivision, according to the plat thereof filed on October 26, 2018, as Plat Number 2018-11, Sitka Recording District, First Judicial District, State of Alaska.
(hereinafter referred to as "Lot 4B").

C. The Colvin's are the owners of real property described as follows:

Lot 4A, CJ Subdivision, according to the plat thereof filed October 26, 2018, as Plat Number 2018-11, Sitka Recording District, First Judicial District, State of Alaska.
(hereinafter referred to as "Lot 4A")

D. CBS is party to the utility easement ("Easement") as the municipal plating authority.

E. The Easement is labeled as, "New 10' Utility Easement", running parallel to the boundary line between Lot 4B and the adjacent lot to the northwest (Lot 3 Charlie Joseph Subdivision), as depicted and recorded on CJ Subdivision, according to the plat thereof filed on October 26, 2018, as Plat Number 2018-11, Sitka Recording District, First Judicial District, State of Alaska.

F. When recorded the Easement was intended to benefit Lot 4A and burden lot 4B.

G. A Utility Easement Maintenance Agreement (#2018-000508-0) for the maintenance and upkeep of the easement was recorded on May 5, 2018, Sitka Recording District, First Judicial District, State of Alaska.

Therefore, in consideration of the mutual covenants of the parties as set forth in this instrument, the parties agree as follows:

eRecorded Document

1. CBS has determined that the need for the Easement no longer exists as each lot derives their utility connection from existing easements adjacent to the Alice Loop Right of Way. CBS has been confirmed that there is no CBS infrastructure in said Easement.

2. The parties release all rights to and vacate the above referenced Easement on Lot 4B.

3. The parties release and void Utility Easement Maintenance Agreement (#2018-000508-0) associated with this easement.

4/17/24
Date

Taylor Colvin

STATE OF ALASKA)
) ss:
FIRST JUDICIAL DISTRICT)

The foregoing instrument was acknowledged before me this 17th day of April, 2024, by ~~Tylor~~ Taylor Colvin.

STATE OF ALASKA
NOTARY PUBLIC
CHRISTINE McGRAW
My Commission Expires 10/26/24

Christine McGraw
Notary Public in and for the State of Alaska
My commission expires: 10/26/24

4/17/24
Date

Andrea Colvin

STATE OF ALASKA)
) ss:
FIRST JUDICIAL DISTRICT)

The foregoing instrument was acknowledged before me this 17th day of April, 2024, by Andrea Colvin.

Christine McGraw
Notary Public in and for the State of Alaska
My commission expires: 10/26/24

STATE OF ALASKA
NOTARY PUBLIC
CHRISTINE McGRAW
My Commission Expires 10/26/24

4-18 24
Date

Christine McGraw

STATE OF ALASKA)
) ss:
FIRST JUDICIAL DISTRICT)

2024 The foregoing instrument was acknowledged before me this 18 day of April, ~~2023,~~ by Christine Marie McGraw.

NOTARY PUBLIC
WILLIAM PENDLETON
STATE OF ALASKA
MY COMMISSION EXPIRES 10/27/24

Notary Public in and for the State of Alaska
My commission expires: 10/27/24

CITY AND BOROUGH OF SITKA

4/19/2024
Date

By: John Leach
Its: Municipal Administrator

STATE OF ALASKA)
) ss.
FIRST JUDICIAL DISTRICT)

The foregoing instrument was acknowledged before me this 19 day of April, 2024, by John Leach, Municipal Administrator of the CITY AND BOROUGH OF SITKA, an Alaska home rule municipality, on behalf of the municipality.

Notary Public in and for the State of Alaska
My commission expires: 6/14/25

STATE OF ALASKA
NOTARY PUBLIC
HOLLEY BAYNE
My Commission Expires 6/14/25

AFTER RECORDING RETURN TO:
Christine Marie McGraw
P.O. Box 1841
Sitka, Alaska 99835

ALASKA ESCROW & TITLE INSURANCE AGENCY, INC. IS RECORDING THIS DOCUMENT AS AN **ACCOMMODATION ONLY.** IT HAS NOT BEEN EXAMINED AS TO ITS EFFECT, IF ANY, ON THE TITLE OF THE ESTATE HEREIN NOR HAS AN EXAMINATION BEEN MADE AS TO STATUS OF PROPERTY DESCRIBED HEREIN. DOCUMENT CONTENT IS BEING RECORDED AS PRESENTED AND NOT ALTERED IN ANY WAY

CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

Planning and Community Development Department

AGENDA ITEM:

Case No:	ZA 24-01
Proposal:	Zoning Map Amendment
District:	I Industrial to C-2 General Commercial Mobile Home
Applicant:	Paddy Hansen
Owner:	Hansen & Hansen Enterprise, LLC
Location:	201 Price Street
Legal:	Lot 1, Breedlove Subdivision
Zone:	I - Industrial District
Size:	35,895 SF
Parcel ID:	3-0370-001
Existing Use:	Industrial
Adjacent Use:	Industrial, Commercial
Utilities:	Existing, Price Street
Access:	Price Street

KEY POINTS AND CONCERNS:

- Proposal to change the zoning from industrial to commercial.
- Property borders C-2 zone to the east adjacent to Price Street and south towards Sawmill Creek Road.
- Property borders industrial to the north and west.
- Current use of property includes a large building for boat repair and boat storage on the property.
- This action is also related to a proposed platting action (case file P 24-01).

ATTACHMENTS:

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

BACKGROUND & PROJECT DESCRIPTION

The applicant is requesting a zoning map amendment from I industrial to C-2 general commercial mobile home district for their property at 201 Price Street. It is the desire of the applicant to subdivide the property (see case file P 24-01) and develop a lot for future residential use as a mobile home park. The property is 35,895 SF with an improvement - a 6,000 SF building. Adjacent industrial uses include marijuana cultivation, marijuana manufacturing, marijuana retail facilities, seafood processing, storage of commercial fishing gear, construction materials, heavy equipment storage, and fabricated metal products. Adjacent commercial uses include single-family and multifamily dwellings, mobile home parks, boat storage, and retail.

Descriptions of each zoning district:

SGC 22.16.110 – I industrial district.

A. *Intent. The industrial district is intended for industrial or heavier commercial uses including warehousing, wholesale, and distribution operations, manufacturing, natural resource extraction, contractors' yards and other such uses that require larger property or larger water and sewer services*.

SGC 22.16.080 – C-1 general commercial district or C-2 general commercial mobile home district.

A. Intent. The general commercial district is intended to be served by major essential utilities and to include those areas which are heavily dependent on vehicular access. The district is intended for those areas surrounding major intersections where personal services, convenience goods, and auto-related service facilities are desirable and appropriate land uses. The extension of the general commercial district long the roads in a strip fashion is to be discouraged.

B. All provisions of the C-1 district apply in the C-2 district, except that permitted uses also include manufactured homes on single lots and manufactured home parks, and tiny houses on chassis on a single lot as a conditional use.

ANALYSIS

Project/Site: Lot is large at 35,895 SF and has been prepared for development. There is a 6,000 SF building on the property currently being used for boat repair.

Traffic: The property is accessed via an easement from Price Street through Lot 4 of Breedlove Subdivision. As rezoning enables more dense development of the area, more traffic could result from passage of the zoning map amendment. Price Street is a developed municipal ROW.

Parking: Parking requirements will not be changed or impacted by the zoning change. Parking requirements are calculated based on the size and type of developments on the lot.

Noise: Industrial use generally generates more noise than general commercial use.

Public Health, Safety, and Welfare: No impacts to public health or safety anticipated.

Habitat: No concerns for habitat – the lot is already cleared and developed.

Property Value or Neighborhood Harmony: Industrial property is generally valued higher as there are fewer usage restrictions. However, the value of added allowable uses involving single-family and multifamily dwellings, sales of goods and services may be higher. As this property directly borders the C-2 zone, there are similar uses to those proposed by the applicant (and those generally allowed in the C-2 zone) via this zoning change in the immediate/nearby vicinity. It is anticipated that the new uses enabled through this zoning change would largely be harmonious with the neighborhood. However, the C-2 zone also allows for low density housing such as single-family housing which may not be as harmonious with neighboring uses. While this is not the applicant's intended use of the lot (and there may be market factors that would limit interest in use of the lot for single-family housing), it is a use that is enabled by this zoning change.

Comprehensive Plan: The proposal could contribute to issues identified in LU 6.2: *Prevent future incompatible land use between residential, light commercial, heavy commercial, and industrial uses* as the C-2 zoning has already contributed to (what some may consider) non-complementary uses in the area; the mix of residential, commercial, and industrial uses within a condensed area. Whether or not this zoning change would alleviate, or exacerbate, incompatible land use is likely dependent on the overall view of the neighborhood and the community and ultimately driven by the actual use/development of the property.

The proposal is also supported by Housing Action H1.1e "encourage higher density development" by providing avenues for higher density development generally, and particularly development of higher density housing in the C-2 zone.

ADDITIONAL POINTS OF ANALYSIS FOR ZONING MAP AMENDMENTS

There are three additional considerations specifically for zoning map amendments – spot zoning, adherence of district boundaries to proper and well-defined boundaries such as streets, natural features, or topography, and the creation of nonconformities.

Spot Zoning: Spot zoning is, in essence, creating an "island in sea" where a property is not in a contiguous zoning district with neighboring properties. This property is bordered by the C-2 zone on two sides which would not result in a spot zone.

Zoning District Boundaries: The current district boundaries in this area do not neatly adhere to well-defined boundaries such as streets. Good evidence of this is the fact that this lot is accessed via Price Street through a lot that is zoned C-2. While this zoning change does not closely adhere to well-defined boundaries, that is more due to how the existing boundaries have been drawn and the change would better align to well-defined boundary of Price Street.

Nonconformities: When rezoning a developed property, we want to ensure that we are not creating a nonconformity. The setback requirements for the C-2 zone are lower than the Industrial zone, building coverage maximums are higher, and the maximum building height is the same for the two districts, so there are no concerns for nonconformities with development standards. The property is currently used for boat repair and boat storage – both uses are also allowed in the C-2 zone so there are no concerns for nonconformities from a use perspective.

RECOMMENDATION

Based on the more objective standards for zoning map amendments listed in the zoning code (spot zoning, zoning district boundaries, and nonconformities), staff recommends approval of proposal. However, there are more subjective considerations the code asks the Commission to make with consultation from the applicant and the public.

Industrial zoned land in Sitka is scarce; maps of the Industrial land are provided in the packet. The Commission should consider the ramifications of removing these properties from the "inventory" of Industrial land. There may be opportunities to open more industrial land; however, Industrial land can be difficult to establish as it is generally the highest impact use.

Additionally, whether the proposal aligns with Comprehensive Plan action LU 6.2 needs to be discussed, as there are fair considerations on both sides. There is also potential tension between action LU 6.2 and action H1.1e that needs to be weighed.

The goal of the Planning Department is to "facilitate citizen directed, community growth." The community-driven, policy questions this ZMA raises must be heard by, commented on, and ultimately decided by the community. Staff maintains a neutral position on these issues.

RECOMMENDED MOTIONS

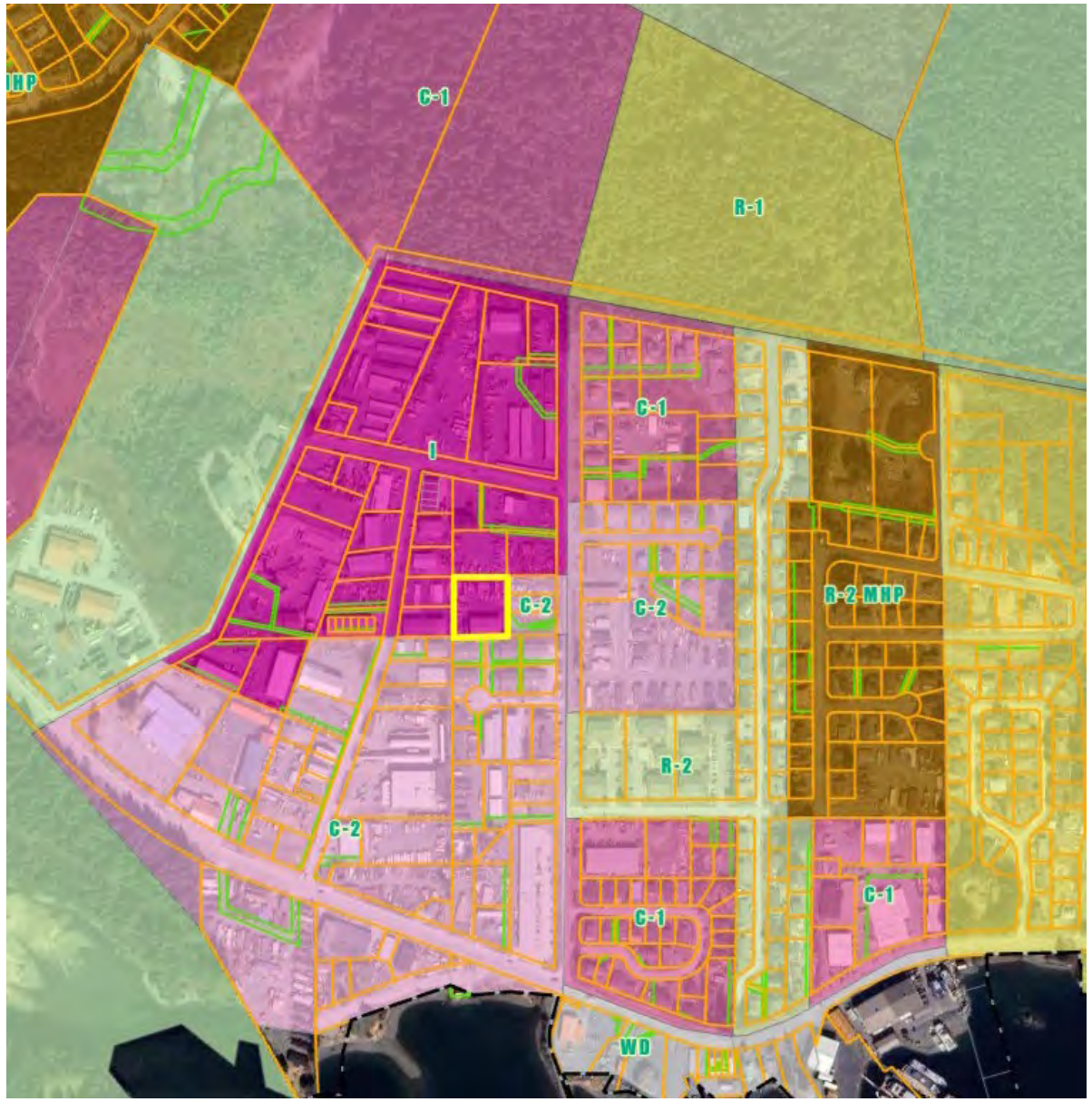
1) **"I move to recommend approval of the zoning map amendment to rezone 201 Price Street from the I Industrial to C-2 General Commercial Mobile Home District. The property is also known as Lot 1, Breedlove Subdivision. The request is filed by Paddy Hansen. The owner of record is Hansen & Hansen Enterprise, LLC."**

2) **"I move to adopt the findings as listed in the staff report."**

The commission finds that**:**

a. The zoning map amendment does not negatively impact the public health, safety, and welfare *because the lot is already developed and in an area with high density/intensity uses*;
b. The zoning map amendment will not result in adverse effects on surrounding neighbors *because of C-2 zoning and existing uses within the vicinity and would not result in nonconformities*;
c. The zoning map change does not result in spot zoning *because it is immediately adjacent to the C-2 district on two sides*;
d. The zoning map amendment follows proper and well-defined boundaries because *the property is accessed via Price Street through a property that is zoned as C-2*; and
e. The zoning map amendment is consistent with the Comprehensive Plan *by aligning with goal Housing Action H1.1e, "encourage higher density development" because the C-2 zone allows for higher density development through lower development standards and high-density housing.*

Haley Way
Marys Court
Beardslee Way
Jewels Court
Jarvis Street
Price Street
Molly Lane
Lance Drive
Harvest Street
Smith Street
Burkhart Street
Lillian Drive
Lance Drive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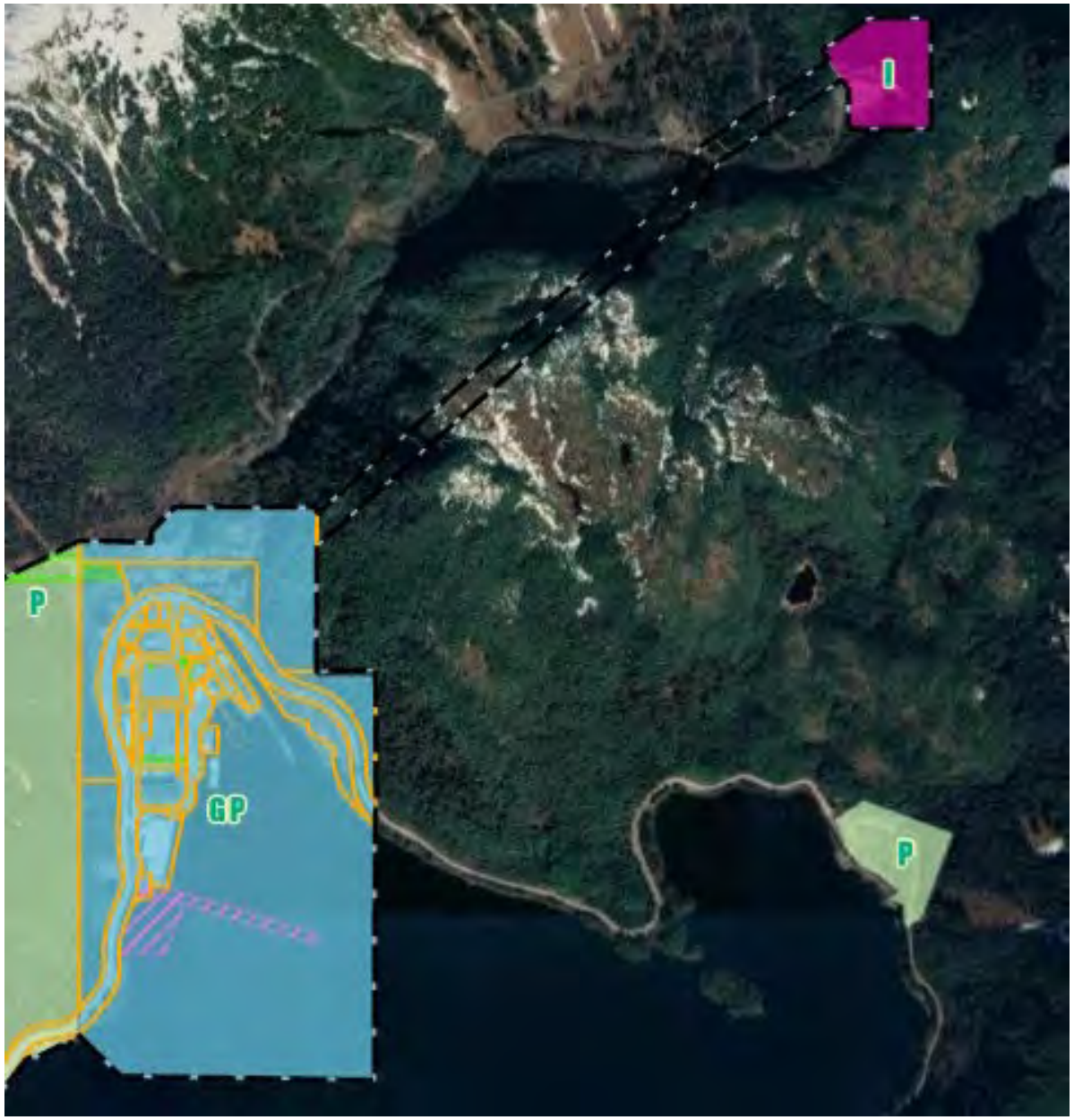
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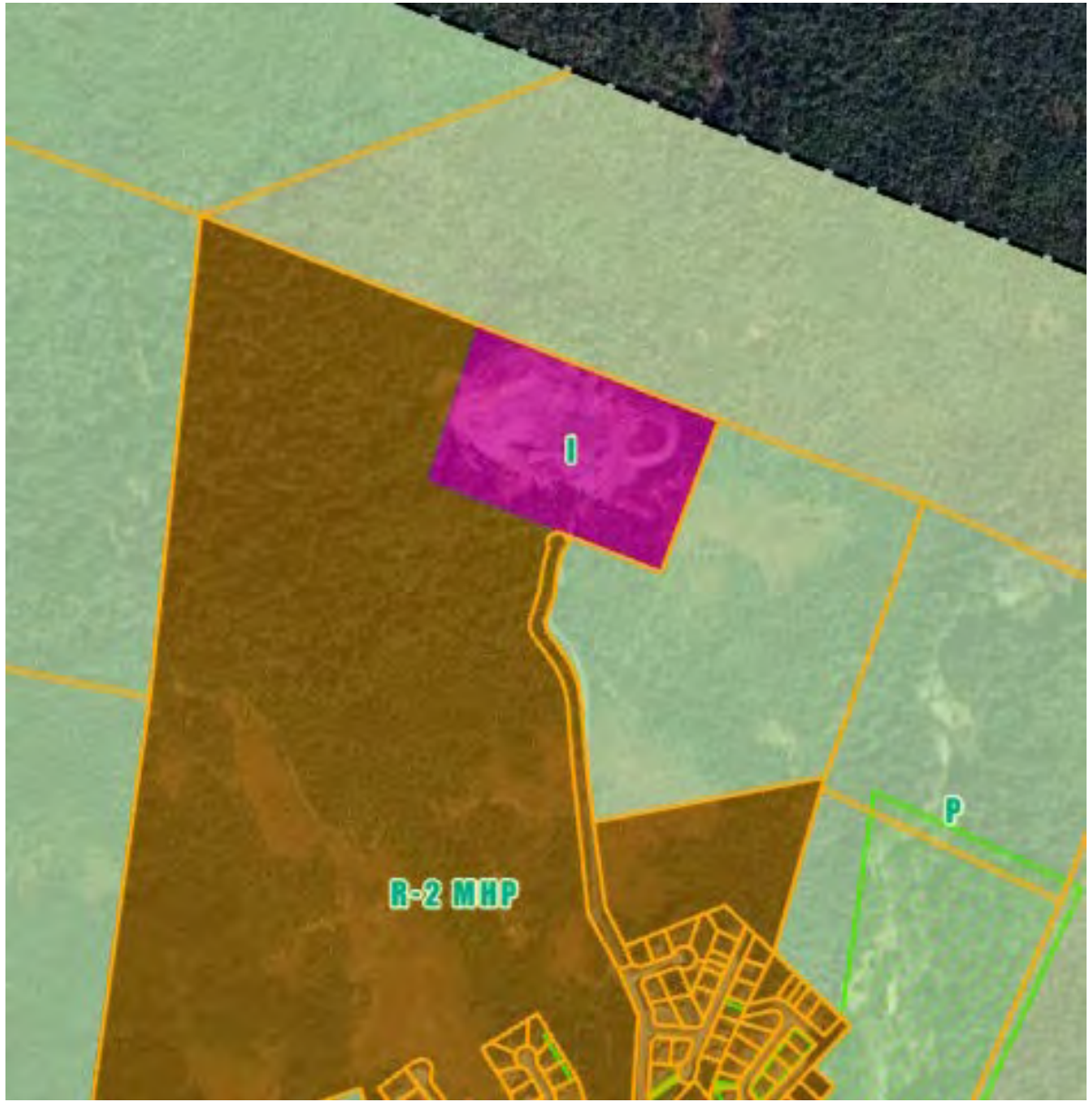
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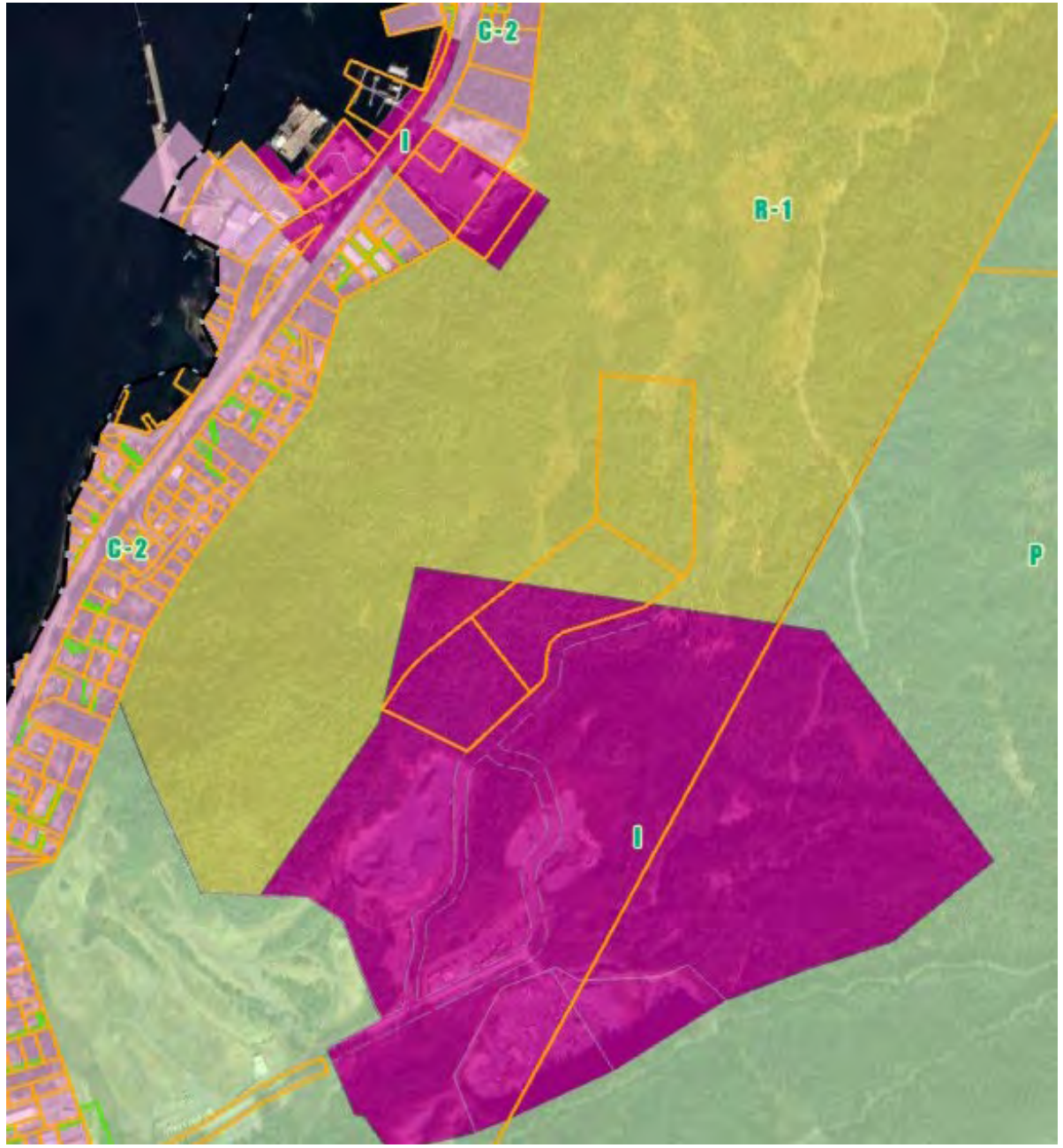
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CERTIFICATE OF OWNERSHIP AND DEDICATION

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.

1-29-07 — Dorothy Breedlove as ex trustee of Sitka House Bus. Org.
DATE — OWNER (Executive) (SIGNATURE)

DATE — OWNER (SIGNATURE)

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
STATE OF ALASKA
CITY & BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS 29 DAY OF January, 20__, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED Dorothy Breedlove, Executive trustee of Sitka House Business organization

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND she ACKNOWLEDGED TO ME THAT she 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 4-15-07

Sara L. Russell
NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

SARA L. RUSSELL NOTARY PUBLIC STATE OF ALASKA

CERTIFICATE STATE OF ALASKA (FIRST JUDICIAL DISTRICT)

I THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND ASSESSOR FOR THE CITY & BOROUGH OF SITKA, HEREBY CERTIFY THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY & BOROUGH OF SITKA, IN THE NAME OF Sitka House Business Organization 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 2007 WILL BE DUE ON OR BEFORE AUGUST 31, 2007 DATED THIS 6TH DAY OF February 2007.

James A. Cook
ASSESSOR, CITY AND BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA PLATTING BOARD, AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION NO. 1982-19 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.

2/2/06
DATE — CHAIRMAN, PLATTING BOARD

Sara L. Russell
SECRETARY

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & 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.

2-7-7
DATE — MAYOR

CITY AND BOROUGH CLERK

CITY & BOROUGH OF SITKA — DECEMBER 2, 1971

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: Sitka House Business Organization (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 6th DAY OF February 20 07, AT SITKA, ALASKA.

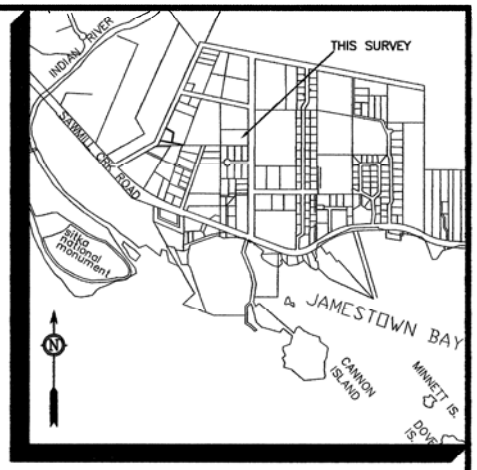
FINANCE DIRECTOR
CITY & BOROUGH OF SITKA

LEGEND

- PRIMARY CONTROL MONUMENT RECOVERED (BRASS CAP)
- BLM/GLO PRIMARY BRASS CAP (RECOVERED)
- SECONDARY MONUMENT (SET)
- SECONDARY MONUMENT (RECOVERED)
- 4 X 4 WOOD POST (RECOVERED)
- X CALCULATED CORNER POSITION
- (R) RECORDED DATA
- (C) COMPUTED DATA
- (M) MEASURED DATA

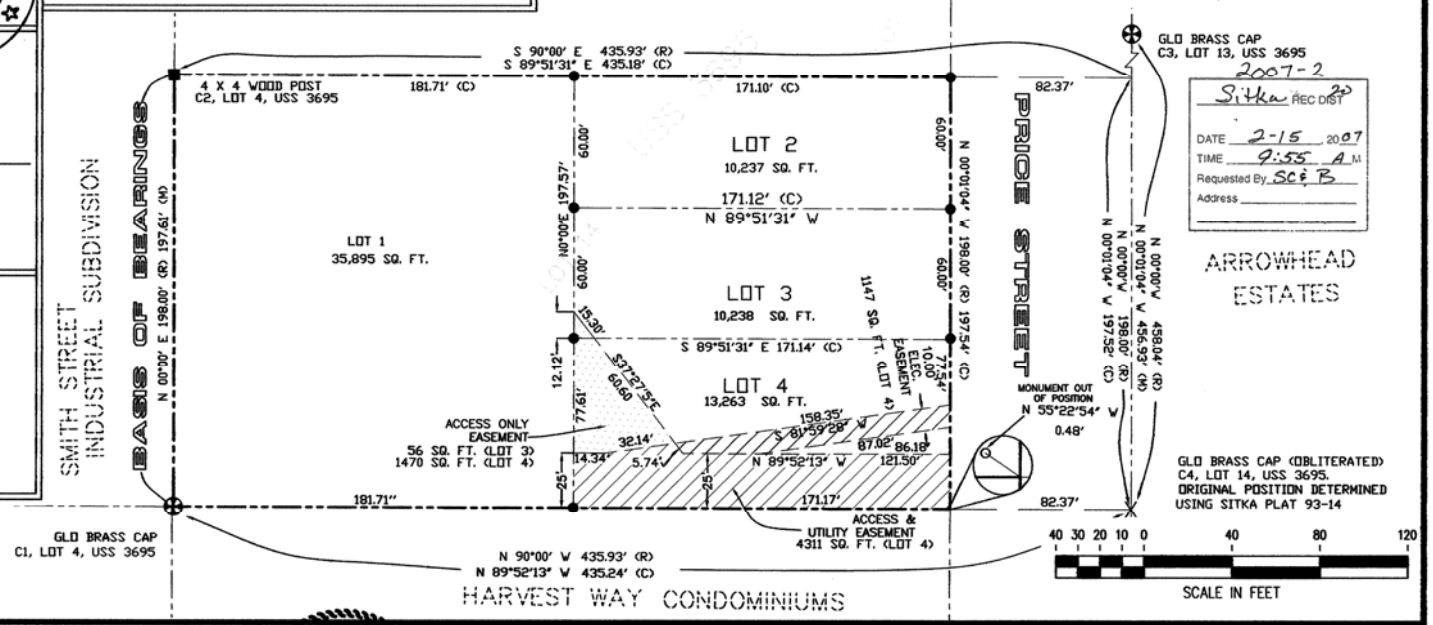
NOTES

1. THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE LOT 14 INTO 4 LOTS.
2. MAINTENANCE OF THE ROADWAY ACCESSING LOT 1 THRU EASEMENTS ACROSS LOTS 3 AND 4 IS TO BE THE SOLE RESPONSIBILITY OF THE OWNER OF LOT 1.
3. MAINTENANCE OF UTILITIES SERVING LOT 1 THRU EASEMENTS ACROSS LOT 4 ARE TO BE THE SOLE RESPONSIBILITY OF THE OWNER OF LOT 1.



VICINITY MAP

SCALE 1"=1,000'



2007-2
Sitka REC DIST
DATE 2-15 2007
TIME 9:55 AM
Requested By SCB
Address

O'NEILL
SURVEYING AND ENGINEERING

BOX 1849 SITKA, ALASKA 99835
PHONE: (907) 747-6700
FAX: (907) 747-7290
EMAIL: sitkasurveyoworldnet.att.net

BY	DATE	REV.	DESCRIPTION OF CHANGE

RECORD OF REVISIONS

STATE OF ALASKA — 49TH — PATRICK K. O'NEILL — LS 6304 — REGISTERED PROFESSIONAL LAND SURVEYOR

DESIGNED P. O'NEILL
DRAWN WAB/JCH/ACAB
CHECKED PKO
DATE OF PLAT JAN. 29, 2007 * 11:36:33
SCALE 1" = 40'
DRAWING NAME 30482-02
PROJECT NO. 30482-02

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN Jan. 2007 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.

1/29/07 — Patrick K. O'Neill
DATE — PATRICK K O'NEILL LS 6304

BREEDLOVE SUBDIVISION

LOT 14
US SURVEY 3695

CLIENT: DORTHY BREEDLOVE
319 SEWARD STREET #B
SITKA, ALASKA 99835

SHEET 1 of 1

VOLVO
PENTA

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:

- [x] VARIANCE
- [ ] CONDITIONAL USE
- [ ] ZONING AMENDMENT
- [ ] PLAT/SUBDIVISION

BRIEF DESCRIPTION OF REQUEST: The further development and partial conversion of the property in order to provide full-time rentals and housing for employees.

PROPERTY INFORMATION:

CURRENT ZONING: Industrial PROPOSED ZONING (if applicable): Commercial - 2

CURRENT LAND USE(S): Shop - Retail/Storage PROPOSED LAND USES (if changing): Shop, Retail/Storage, and long-term housing.

APPLICANT INFORMATION:

PROPERTY OWNER: Paddy and Deena Hansen

PROPERTY OWNER ADDRESS: 515 Verstovia Ave.

STREET ADDRESS OF PROPERTY: 201 Price St.

APPLICANT'S NAME: Paddy Hansen

MAILING ADDRESS: P.O. Box 1152

EMAIL ADDRESS: Paddyhansen@hotmail.com DAYTIME PHONE: 907-738-1070

Hansen	3-25-24	201 Price St.
Last Name	Date Submitted	Project Address

REQUIRED SUPPLEMENTAL INFORMATION:

For All Applications:

- [x] Completed General Application form
- [x] Supplemental Application (Variance, CUP, Plat, Zoning Amendment)
- [x] Site Plan showing all existing and proposed structures with dimensions and location of utilities
- [x] 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 _____ Date 3-25-24

Owner _____ Date 3-25-24

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

Applicant (If different than owner) _____ Date _____

Last Name	Date Submitted	Project Address
Hansen	3-25-24	201 Price St.

CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT
SUPPLEMENTAL APPLICATION FORM
ZONING AMENDMENT APPLICATION

APPLICATION FOR

- [x] ZONING MAP AMENDMENT
- [ ] ZONING TEXT AMENDMENT

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

- **NEED/HARDSHIP/JUSTIFICATION FOR PROPOSAL:** The need for housing is a well documented necessity within the community. Consequently, the approval of this proposal will enable the conversion of ten units that we are currently renting into available housing inventory.
- **PUBLIC BENEFIT OF PROPOSAL:** Affordable housing has far reaching benefits for the community. Housing security, workforce retention, and community cohesion are just a few of many benefits.
- **CONSISTENCY WITH PHYSICAL BOUNDARIES (Streets, Major Creeks, etc.):** No physical boundaries will be impacted by the proposal.
- **COMPATIBLE WITH NEIGHBORING USES BECAUSE:** To the SW and E of the proposed site are residental neighborhoods and to the north are retail stores.
- **ANY IMPACT ON PUBLIC HEALTH, SAFETY, AND WELFARE:** The impact of this additional affordable housing will have a positive impact on mental health and public welfare.

Peddy Hansen — Applicant

3-25-24 — Date

Hansen — Last Name

3-25-24 — Date Submitted

201 Price St. — Project Address

CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

Planning and Community Development Department

AGENDA ITEM:

Case No:	P 24-01
Proposal:	Conceptual plat for a minor subdivision
Applicant:	Paddy Hansen
Owners:	Hansen & Hansen Enterprise, LLC
Location:	201 Price Street
Legal:	Lot 1, Breedlove Subdivision
Zone:	C-2 - General Commercial and Mobile Home District
Size:	35,895 SF
Parcel IDs:	3-0370-001
Existing Use:	Industrial
Adjacent Use:	Industrial, Commercial
Utilities:	Existing, Price Street
Access:	Price Street

KEY POINTS AND CONCERNS:

- Property is developed.
- Proposed lots meet minimum development standards.
- Current use of property includes a large building for boat repair and boat storage.

ATTACHMENTS:

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

BACKGROUND & PROJECT DESCRIPTION

The applicant is proposing a conceptual plat for a minor subdivision of their property at 201 Price Street resulting in two lots. The current lot is 35,895 SF with an improvement of 6,000 SF. The applicant has two proposed lots; one lot with 15,409 SF and the other lot with 20,423 SF. The conceptual plat currently shows a 10-foot easement, this will need to be adjusted to 20 feet for access and utilities on a preliminary plat. As this property is accessed and served with utilities via an easement crossing Lot 4 of the Breedlove Subdivision, a new maintenance agreement will be needed to add an additional lot to it. Access and utility easements are limited to serve no more than four lots; this platting action would only have two lots served via the access and utility easement to Price Street.

It is the desire of the applicant to subdivide the property and develop a lot for future residential use as a mobile home park (based on the result of ZA 24-01, a request to rezone from Industrial to C-2). The building on the larger lot will remain, but a portion may be repurposed for workforce housing. The proposed lots both meet the dimensional standards for the C-2 zone which require a minimum lot size of 6,000 SF (net of access easements) and a minimum lot width of 60 feet. Were these lots to remain in the Industrial district, the lots may be slightly undersized as the minimum lot size is 15,000 SF net of access easements (though they would meet the lot width requirement of 100 feet). If the rezoning request is unsuccessful, and the applicant wishes to proceed with the proposed subdivision, a platting variance may be needed for lot size(s).

Per the subdivision code, minor subdivisions only require a hearing for preliminary plat approval and final plat approval. Historically, applicants have been offered the option of completing a conceptual plat review for minor subdivisions wherein a plat prepared by a licensed surveyor is not required. This gives the applicant, staff, the commission, and surrounding neighbors the opportunity to discuss the concept before an investment in surveying is made. As this review is optional, the Commission is not required to make/pass a motion on the proposal; the applicant would still be able to move forward to preliminary plat approval regardless. However, the Commission may choose to indicate how they would view a future request for preliminary plat approval. Additionally, more thorough review by other CBS departments will be performed if the conceptual plat is deemed viable, so more information regarding any provisions for access, utilities, building setbacks, and drainage will be provided in a preliminary plat review.

ANALYSIS

Site: Site is developed and within a developed neighborhood. This lot is large at 35,895 SF and has a 6,000 SF building on the property currently being used for boat repair and storage. The lot is largely flat and cleared.

Utilities: Utilities come to the lot (and serve the existing building) via the easement to Price Street. Separate services for the new lot will need to be installed.

Access, Roads, Transportation, and Mobility: Price Street is a municipally owned and maintained rights-of-way. These lots will be served via the access easement from Price Street which is 25 feet wide, exceeding the minimum 20 foot width requirement.

Public Health, Safety, and Welfare: No adverse impacts to public health, safety, or welfare are anticipated as a result of this subdivision.

Orderly and Efficient Layout and Development: The property is large enough to create two lots that both exceed the district minimums for development standards if the property is rezoned to C-2, and only minimally deviate from development standards for the Industrial district. Additionally, the lot is relatively flat, cleared, and developed, making it a good candidate for redevelopment through a subdivision action.

Comprehensive Plan: This proposal is consistent with the Comprehensive Plan (2030) and specifically promotes Housing Action H1.1e, "Encourage higher density development," by creating another buildable lot that could be utilized for housing development; in particular, a mobile/manufactured home park which is a form of higher density housing.

RECOMMENDATION:

Staff recommends approval of the conceptual plat for a minor subdivision of 201 Price Street.

RECOMMENDED MOTIONS

While the Commission does not have to make a motion, one may be made. However, it is important to note that this does not bind the Commission to approval of the next steps (the preliminary plat).

1) **"I move to support the conceptual design for a plat of a minor subdivision at 201 Price Street in the C-2 General Commercial Mobile Home District subject to additional review of a preliminary plat. The property is also known as Lot 1, Breedlove Subdivision. The request is filed by Paddy Hansen. The owner of record is Hansen & Hansen Enterprise, LLC."**

Haley Way
Marys Court
Beardslee Way
Jewels Court
Jarvis Street
Price Street
Molly Lane
Lance Drive
Harvest Street
Smith Street
Burkhart Street
Lillian Drive
Lance 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.

1-29-07 — Dorothy Breedlove as ex trustee of Sitka House Bus. Org.
DATE — OWNER (Executive) (SIGNATURE)

DATE — OWNER (SIGNATURE)

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
STATE OF ALASKA
CITY & BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS 29 DAY OF January, 20__, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED Dorothy Breedlove, Executive trustee of Sitka House Business organization

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND she ACKNOWLEDGED TO ME THAT she 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 4-15-07

Sara L. Russell
NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

SARA L. RUSSELL NOTARY PUBLIC STATE OF ALASKA

CERTIFICATE STATE OF ALASKA (FIRST JUDICIAL DISTRICT)

I THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND ASSESSOR FOR THE CITY & BOROUGH OF SITKA, HEREBY CERTIFY THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY & BOROUGH OF SITKA, IN THE NAME OF Sitka House Business Organization 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 2007 WILL BE DUE ON OR BEFORE AUGUST 31, 2007 DATED THIS 6TH DAY OF February 2007.

James A. Cook
ASSESSOR, CITY AND BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA PLATTING BOARD, AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION NO. 1982-19 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.

2/2/06
DATE — CHAIRMAN, PLATTING BOARD

Sara L. Russell
SECRETARY

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & 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.

2-7-7
DATE — MAYOR

CITY AND BOROUGH CLERK

CITY & BOROUGH OF SITKA — DECEMBER 2, 1971

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: Sitka House Business Organization (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 6th DAY OF February 20 07, AT SITKA, ALASKA.

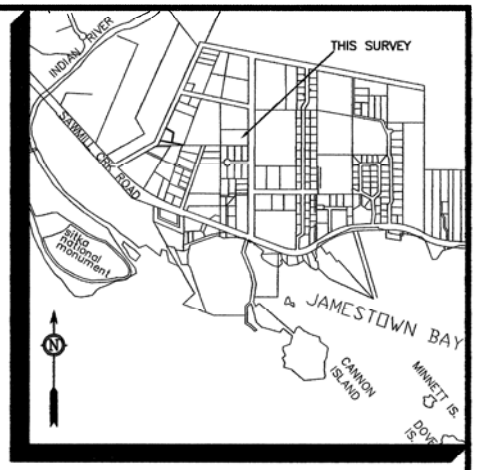
FINANCE DIRECTOR
CITY & BOROUGH OF SITKA

LEGEND

- PRIMARY CONTROL MONUMENT RECOVERED (BRASS CAP)
- BLM/GLO PRIMARY BRASS CAP (RECOVERED)
- SECONDARY MONUMENT (SET)
- SECONDARY MONUMENT (RECOVERED)
- 4 X 4 WOOD POST (RECOVERED)
- X CALCULATED CORNER POSITION
- (R) RECORDED DATA
- (C) COMPUTED DATA
- (M) MEASURED DATA

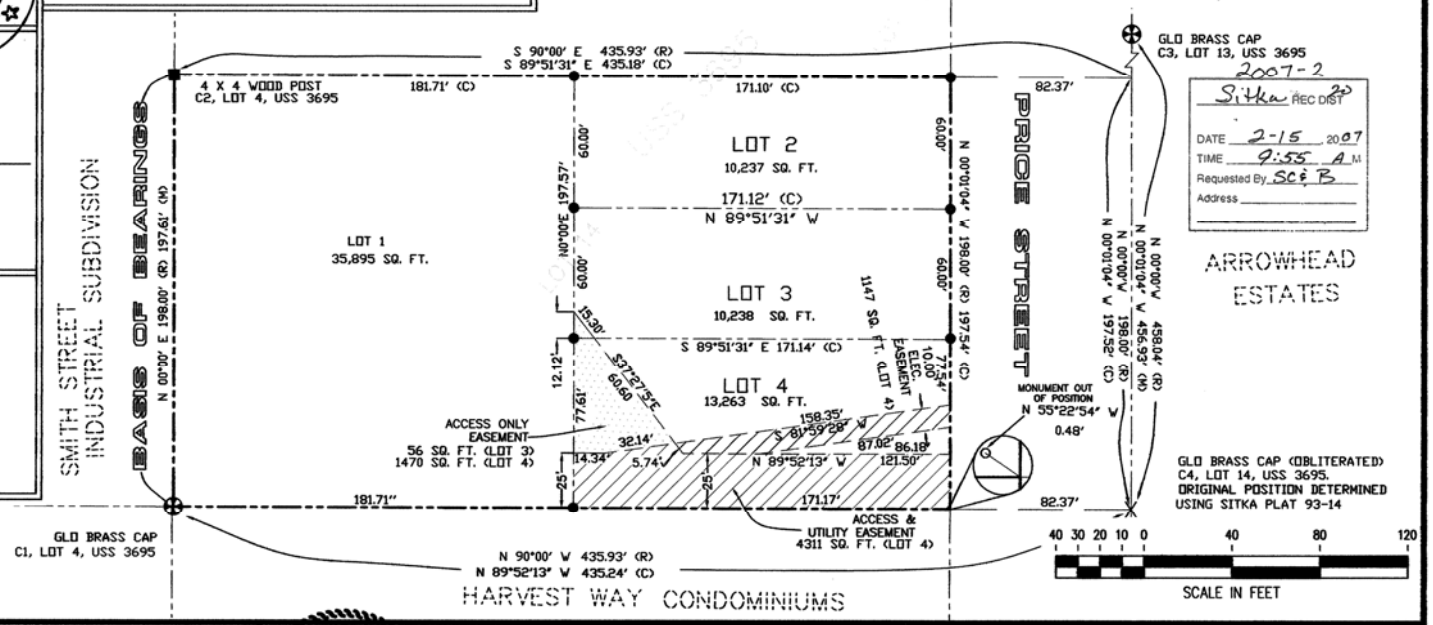
NOTES

1. THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE LOT 14 INTO 4 LOTS.
2. MAINTENANCE OF THE ROADWAY ACCESSING LOT 1 THRU EASEMENTS ACROSS LOTS 3 AND 4 IS TO BE THE SOLE RESPONSIBILITY OF THE OWNER OF LOT 1.
3. MAINTENANCE OF UTILITIES SERVING LOT 1 THRU EASEMENTS ACROSS LOT 4 ARE TO BE THE SOLE RESPONSIBILITY OF THE OWNER OF LOT 1.



VICINITY MAP

SCALE 1"=1,000'



2007-2
Sitka REC DIST
DATE 2-15 2007
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PHONE: (907) 747-6700
FAX: (907) 747-7290
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BY	DATE	REV.	DESCRIPTION OF CHANGE

RECORD OF REVISIONS

STATE OF ALASKA — 49TH — PATRICK K. O'NEILL — LS 6304 — REGISTERED PROFESSIONAL LAND SURVEYOR

DESIGNED P. O'NEILL
DRAWN WAB/JCH/ACAB
CHECKED PKO
DATE OF PLAT JAN. 29, 2007 * 11:36:33
SCALE 1" = 40'
DRAWING NAME 30482-02
PROJECT NO. 30482-02

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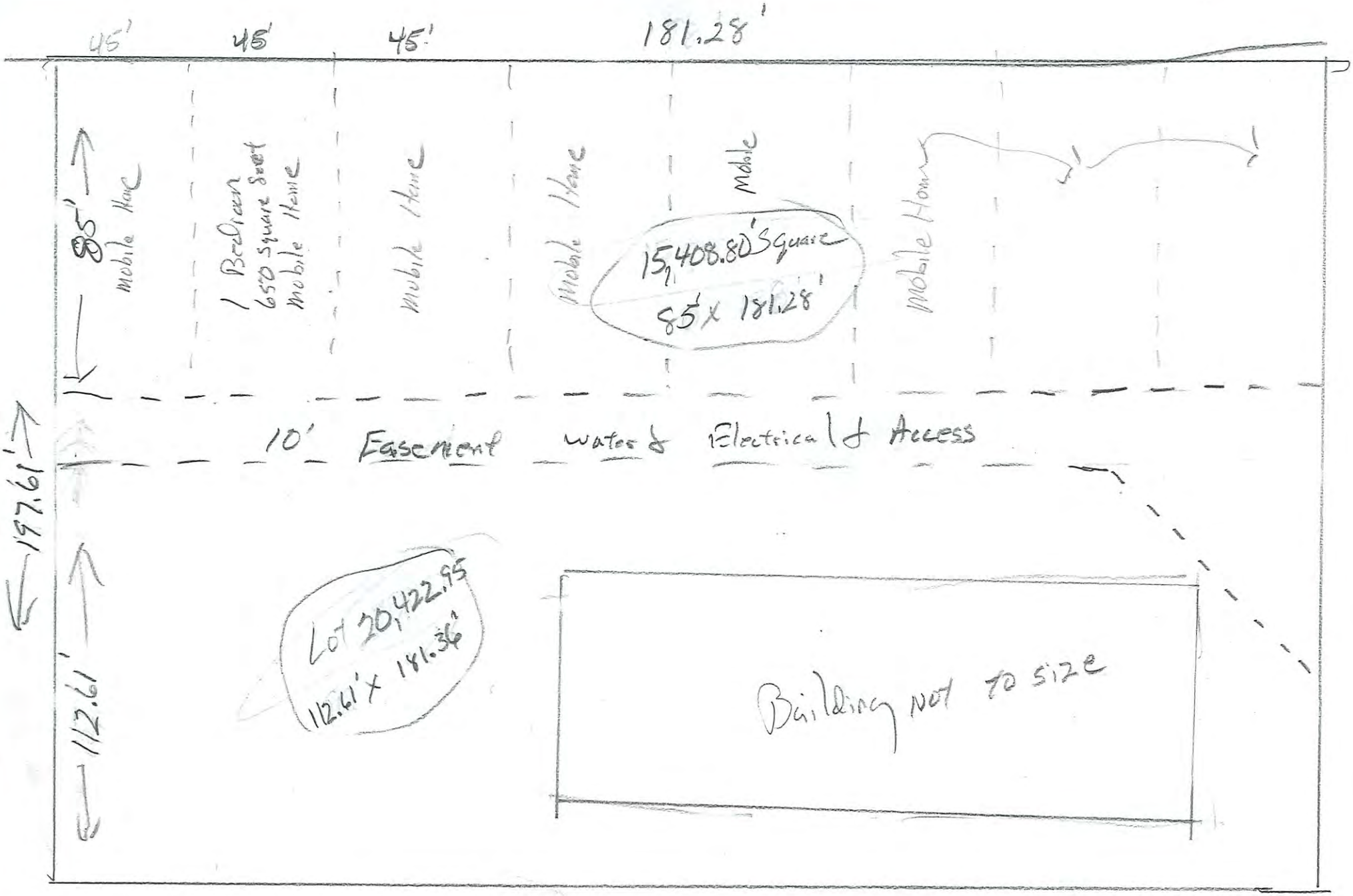
1/29/07 — Patrick K. O'Neill
DATE — PATRICK K O'NEILL LS 6304

BREEDLOVE SUBDIVISION

LOT 14
US SURVEY 3695

CLIENT: DORTHY BREEDLOVE
319 SEWARD STREET #B
SITKA, ALASKA 99835

SHEET 1 of 1


45'
45'
45'
181.28'
85'
Mobile Home
1 BedRoom
650 Square Feet
Mobile Home
Mobile Home
Mobile Home
Mobile
15,408.80 Square
85' x 181.28'
Mobile Home
10' Easement water & Electrical & Access
197.61'
112.61'
Lot 20,422.95
112.61' x 181.36'
Building not to size

VOLVO
PENTA

CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT
GENERAL APPLICATION

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APPLICATION FOR:

- [x] VARIANCE
- [ ] CONDITIONAL USE
- [ ] ZONING AMENDMENT
- [ ] PLAT/SUBDIVISION

BRIEF DESCRIPTION OF REQUEST: The further development and partial conversion of the property in order to provide full-time rentals and housing for employees.

PROPERTY INFORMATION:

CURRENT ZONING: Industrial PROPOSED ZONING (if applicable): Commercial - 2

CURRENT LAND USE(S): Shop - Retail/Storage PROPOSED LAND USES (if changing): Shop, Retail/Storage, and long-term housing.

APPLICANT INFORMATION:

PROPERTY OWNER: Paddy and Deena Hansen

PROPERTY OWNER ADDRESS: 515 Verstovia Ave.

STREET ADDRESS OF PROPERTY: 201 Price St.

APPLICANT'S NAME: Paddy Hansen

MAILING ADDRESS: P.O. Box 1152

EMAIL ADDRESS: Paddyhansen@hotmail.com DAYTIME PHONE: 907-738-1070

Hansen	3-25-24	201 Price St.
Last Name	Date Submitted	Project Address

REQUIRED SUPPLEMENTAL INFORMATION:

For All Applications:

- [x] Completed General Application form
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- [x] Site Plan showing all existing and proposed structures with dimensions and location of utilities
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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

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Owner _____ Date 3-25-24

Owner _____ Date 3-25-24

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

Applicant (If different than owner) _____ Date _____

Last Name	Date Submitted	Project Address
Hansen	3-25-24	201 Price St.

CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT
SUPPLEMENTAL APPLICATION FORM
PLAT APPLICATION

APPLICATION FOR

- [ ] MAJOR SUBDIVISION/PLANNED UNIT DEVELOPMENT
- [x] MINOR SUBDIVISION/HYBRID SUBDIVISION
- [ ] SUBDIVISION REPLAT/LOT MERGER/EASEMENT AMENDMENT
- [x] BOUNDARY LINE ADJUSTMENT

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

- **SITE/DIMENSIONS/TOPOGRAPHY:** Current Site Dimension is 181'x197'. Proposed Site Dimension is two lots, measuring 181'x112' and 181'x 85'. The site is near level with exception of the driveway, which is a 3% grade toward Price Street. The current site is compacted gravel/rock.
- **EXISTING UTILITIES AND UTILITY ROUTES:** Running adjacent and under the driveway are the current existing utilities and utility routes. Utility routes continue to run beneath the driveway slab.
- **PROPOSED UTILITIES AND UTILITY ROUTES:** The proposed utilities and utility routes will run along the utility easement reflected on the attached drawing.
- **ACCESS, ROADS, TRANSPORTATION, AND MOBILITY:** The proposal will have no impact on current access points, roads, transportation, or mobility.
- **IMPACT OF PROPOSAL ON ANY EXISTING EASEMENTS:** The proposal will have no impact on any existing easements.
- **PUBLIC HEALTH, SAFETY, AND WELFARE:** Residents spending less on housing, will have more discretionary income for spending which will fuel community-wide economic growth by bolstering local businesses and the local
- **ACCESS TO LIGHT AND AIR:** The proposed site and structure benefit from having ample surrounding space, ensuring residents' and neighbors' access to light and air will not be dampened nor curtailed.

Hansen	3-29-24	201 Price st.
Last Name	Date Submitted	Project Address

- **ORDERLY AND EFFICIENT LAYOUT AND DEVELOPMENT:** Further development will be confined to the current boundries and will not impact other community members

- **DESCRIBE ALL EXISTING STRUCTURES, THEIR USE, AND PROXIMITY TO PROPOSED PROPERTY LINES:** Currently, there is an existing structure that serves as a storage and a repair shop. The NW face of the building will be 30 feet from the utility easment, leaving ample access for emergency and other vehicles. The building stands 25 ft from the SE property boundary and 50 ft from the west property boundry.

- **EXISTENCE OF ANY ENCROACHMENTS:** None

- **AVAILABILITY OF REQUIRED PARKING:** Ample parking space is available on both the east and west side of the building (measuring approx. 7,000 square feet in totality).

- **SUMMARY OF PROPOSED EASEMENT AGREEMENTS OR COVENANTS:** The existing road easement off of Price street will be amended to reflect the use changes, and the new utility easement will be in place before further development.

ANY ADDITIONAL COMMENTS

Paddy Hansen
Applicant

3-29-24
Date

Hansen	3-29-24	201 Price st.
Last Name	Date Submitted	Project Address

CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

Planning and Community Development Department

AGENDA ITEM:

Case No:	P 24-02
Proposal:	Replat - Lot Merger
Applicants:	Clayton and Ashleigh Stromquist
Owners:	Clayton and Ashleigh Stromquist
Location:	605 Merrill Street and 604 Geodetic Way
Legal:	Lots 48 and 62, Pinehurst Addition, Amended
Zone:	R-1 - Single-Family/Duplex Residential District
Size:	6,059 & 5,500 SF
Parcel IDs:	1-8332-000 & 1-8260-000
Existing Use:	Residential
Adjacent Use:	Residential
Utilities:	Existing
Access:	Merrill Street

KEY POINTS AND CONCERNS:

- The applicant owns both lots.
- Property is partially developed and in an existing residential neighborhood.
- Lot merger will facilitate construction of a residential dwelling.

ATTACHMENTS:

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

BACKGROUND & PROJECT DESCRIPTION

The applicants and owners of Lots 48 and 62 of Amended Pinehurst Addition are requesting to consolidate two lots into one, resulting in a 11,572 SF lot. The lots are situated between Merrill Street to the south, and Geodetic Way, an undeveloped municipal right-of-way to the north.

ANALYSIS

Project/Site: The lot fronting Merrill Street has been partially developed with clearing/site preparation and the north lot is undeveloped. The site is within a developed residential neighborhood. This lot merger does not allow for more building density/coverage than would be allowed as separate lots. The rear lot is partially encumbered by wetlands. All applicable state and federal regulations shall be followed.

Utilities: Existing and accessed from Merrill Street.

Access, Roads, Transportation, and Mobility: Merrill Street is a municipal maintained right-of-way (ROW). The replat will not change existing traffic patterns or create an increase in the volume of traffic outside normal residential use. Parking requirements will not be changed or impacted by the lot merger. Parking requirements will be calculated based on the size and type of developments on the lot.

Public Health, Safety, and Welfare: Generally, adverse impacts to public health, safety, or welfare are not anticipated as a result of this lot merger. Lots are accessible to emergency services. The proposal will not result in an increase of noise outside of existing residential use.

Orderly and Efficient Layout and Development: This proposal is consistent with the district minimums for development standards.

Comprehensive Plan: This proposal is consistent with the Comprehensive Plan by promoting the housing goal to “maintain attractive, livable neighborhoods” by enabling development of underutilized lots in a residential neighborhood.

Given Sitka’s need for housing development, the loss of a residential building lot seems contrary to Housing Action H 1.1e, “encourage higher density development”. However, the platting configuration of the lots in this block with access from Geodetic Way (as well as the lack of road and utility infrastructure on Geodetic Way) have stifled their development. Only one property in this block is developed, and it required an access easement through a property on Merrill Street, severely restricting development of the Merrill Street property which remains vacant. In recognition of these factors, the net benefit of enabling residential development through this lot merger supports the intent of action H 1.1e.

RECOMMENDATION:

Staff recommends approval of a lot merger of 605 Merrill Street and 604 Geodetic Way.

RECOMMENDED MOTIONS

1) **"I move to approve the lot merger of 605 Merrill Street and 604 Geodetic Way in the R-1 single-family/duplex residential district subject to the attached conditions of approval. The properties are also known as Lots 48 and 62, Amended Pinehurst Addition. The request is filed by Clayton and Ashleigh Stromquist. The owners of record are Clayton and Ashleigh Stromquist.**

Conditions of Approval

a. All utilities, including water, sewer, and electricity, and drainage 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 15.05, 15.10, 15.15, and 15.20.
b. All applicable local, state, federal, and tribal codes, permits, licenses, regulations, and statutes shall be obtained and complied with for development of the property resulting from this platting action.

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

The Commission makes the following findings:

a. The final plat meets its burden of proof as to access, utilities, and dimensions as proposed *through submission of a plat prepared by a licensed surveyor and information regarding access and utilities provided in the application*;
b. The final plat complies with the Comprehensive Plan *by encouraging residential development on under utilized lots and contributing to an attractive and livable neighborhood*;
c. The proposed final plat complies with the subdivision code; and
d. The final plat is not injurious to the public health, safety, and welfare *because the lot merger promotes residential development in-line with existing uses in the surrounding neighborhood and allowable uses in the zoning district; additionally, the conditions of approval protect the public's health, safety, and welfare by requiring compliance with health and safety regulations.*

MOOSE
CEMETERY
ALPINE ST
HIGHLAND ST
BAR HARBOR ST
MCGRILL ST
DeGROSS ST
503
506
608

CERTIFICATION OF APPROVAL BY THE COUNCIL

I hereby certify that the Amended Subdivision Plat shown hereon has been found to comply with the Subdivision Regulations of the City of Sitka and that said Plat has been approved by the Common Council as recorded in Minutes Book ____5____, page ____192____ dated April 9, 1963, and that the Plat shown hereon has been approved for recording in the office of the Magistrate, ex-officio Recorder, Sitka, Alaska.

April 8, 1963
Date

Mayor

ATTEST:

City Clerk

SEAL

CERTIFICATION OF APPROVAL BY THE BOARD

I hereby certify that the Amended Subdivision Plat shown hereon has been found to comply with the Subdivision Regulations of the Sitka Platting Board, and that said Plat has been approved by the Board by Plat Resolution No. ____, dated ____, and that the Plat shown hereon has been approved for recording in the office of the Magistrate, ex-officio Recorder, Sitka, Alaska.

3 April 1963
Date

Chairman, Platting Board.

ATTEST:

Secretary

SEAL

CERTIFICATE OF REGISTERED ENGINEER

I hereby certify that I am a registered professional engineer and that this Plat represents the survey made by me, and the monuments shown thereof actually exist as located, and that all dimensional and other details are correct

October 25, 1962
Date

Registered Engineer

SEAL

Legend

BRASS MONUMENTS	
POWER POLES	
MANHOLES	
FIRE HYDRANTS	
WATER MAIN VALVE	
3/4" X 30" IRON PIPE LOT CORNER STAKES	

RECORDED - FILED
REC. DIST.
DATE 4-13 1963
TIME 1:55 P.M.

#29 File Plat (roll)

VICINITY MAP
SCALE 1" = 800'

AMENDED PLAT OF THE PINEHURST SUBDIVISION OF U. S. SURVEY NO. 1804, TOWNSITE OF SITKA, ALASKA.

THIS PLAT REVISES LOTS NO.S 1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,19,21,22, 26,27,30,31,42,43,44,45,46,47,48,49,50,64 OF THE ORIGINAL PLAT
UNREVISED ARE LOTS NO.S 20,28,32,33,34,35,36,37,38,39,40,41,51,52,53,54,55,56,57,58, 59,60,61,62.

EXCLUDED FROM THIS AMENDED PLAT ARE LOTS 24,25,29 AND 63

LOT 26 IS INCORPORATED IN LOTS 21, 22 AND 27

DATE: ____ SCALE 1" = 40'

PREPARED BY

JOHN D. BALLARD REGISTERED ENGINEER

SITKA, ALASKA.

SURVEYED BY J.D. Ballard — DATE OF SURVEY

DRAWN BY JDB

CHECKED BY — Sheet 1 of 2 sheets

File #29
Recorded
4-17-63
1:55 P.M.

63-359

CERTIFICATE OF OWNERSHIP AND DEDICATION

We hereby certify that we are the owners of the Lots shown revised and described on sheet 1 of the Amended Plat of the Pinehurst Subdivision of U. S. Survey No. 1804, Townsite of Sitka, Alaska, 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. Further, that each of the undersigned hereby conveys and quit claims all his right, title and interest in the Lots listed as owned by the person(s) so indicated herein to said person(s) in consideration of a like quit claim. The purpose of this dedication is to clear all titles either public or private subject to existing recorded or filed liens in this Amended Subdivision.

Lot 1

Witness ____ Owner: Orion E. Southwick
Witness ____ Owner: Margaret Southwick

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 2nd day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Orion E. & Margaret Southwick to me known to be the person s described in and who executed the above and foregoing instrument and acknowledged to me that They signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
James L. Smith
Notary Public for ~~Alaska~~ California. My commission expires Nov. 26, 1966

Lot 2

Witness ____ Owner: Orion E. Southwick
Witness ____ Owner: Margaret Southwick

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 2nd day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Orion E. & Margaret Southwick to me known to be the person s described in and who executed the above and foregoing instrument, and acknowledged to me that They signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above mentioned.
James L. Smith
Notary Public for ~~Alaska~~ California. My commission expires Nov. 26, 1966

Lot 3

Witness ____ Owner: Henry Yrjana
Witness ____ Owner: Tellie Yrjana

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 14th day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Henry + Tellie Yrjana to me known to be the person ____ described in and who executed the above and foregoing instrument, and acknowledged to me that s he signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Natasha C. Birkeland
Notary Public for Alaska. My commission expires Oct 12, 1965

Lot 4

Witness ____ Owner: George C. Beacom
Witness ____ Owner: ____

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 9th day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared George C. Beacom to me known to be the person ____ described in and who executed the above and foregoing instrument, and acknowledged to me that ____ he ____ signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Natasha C. Birkeland
Notary Public for Alaska. My commission expires Oct 12, 1965

Lot 5

Witness ____ Owner: Mr. Gust Bergquist
Witness ____ Owner: ____

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 11th day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Mr. Gust Bergquist to me known to be the person ____ described in and who executed the above and foregoing instrument, and acknowledged to me that ____ he ____ signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Natasha C. Birkeland
Notary Public for Alaska. My commission expires Oct 12, 1965

Lot 6

Witness ____ Owner: Edward C. Fredrickson
Witness ____ Owner: ____

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 23rd day of February, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Edward C. Fredrickson to me known to be the person ____ described in and who executed the above and foregoing instrument, and acknowledged to me that ____ he ____ signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Margaret R. Enderoff
Notary Public for Alaska. My commission expires 5-23-66

Lot 7

Witness ____ Owner: James M. Paul
Witness ____ Owner: ____

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 13th day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared James M. Paul to me known to be the person ____ described in and who executed the above and foregoing instrument, and acknowledged to me that ____ he ____ signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Natasha C. Birkeland
Notary Public for Alaska. My commission expires Oct 12, 1965

Lot 8

Witness ____ Owner: Mrs. Clara Walton
Witness ____ Owner: ____

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 14th day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Mrs. Clara Walton to me known to be the person ____ described in and who executed the above and foregoing instrument, and acknowledged to me that ____ he ____ signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Margaret R. Enderoff
Notary Public for Alaska. My commission expires 5-23-66

Lot 9

Witness ____ Owner: Wayne A. Heeno
Witness ____ Owner: Selina Heeno

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 5th day of February, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Wayne A. + Selina Heeno to me known to be the person ____ described in and who executed the above and foregoing instrument, and acknowledged to me that They signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Natasha C. Birkeland
Notary Public for Alaska. My commission expires Oct 12, 1965

Lot 10

Witness ____ Owner: William R. Edgecomb
Witness ____ Owner: Mrs. Frances Edgecomb

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 8th day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Wm. R. + Frances Edgecomb to me known to be the person s described in and who executed the above and foregoing instrument, and acknowledged to me that They signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Natasha C. Birkeland
Notary Public for Alaska. My commission expires Oct 12, 1965

Lot 11

Witness ____ Owner: Lillian Morrison
Witness ____ Owner: Wm. C. Morrison

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 24th day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Lillian + Wm. C. Morrison to me known to be the person s described in and who executed the above and foregoing instrument, and acknowledged to me that They signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Natasha C. Birkeland
Notary Public for Alaska. My commission expires Oct 12, 1965

Lot 12

Witness ____ Owner: Marlen Isaacs
Witness ____ Owner: Margaret Isaacs

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 23rd day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Marlen + Margaret Isaacs to me known to be the person s described in and who executed the above and foregoing instrument, and acknowledged to me that They signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Natasha C. Birkeland
Notary Public for Alaska. My commission expires Oct 12, 1965

Lot 13

Witness ____ Owner: Matt C. O'Malley
Witness ____ Owner: ____

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 7th day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Matt C. O'Malley to me known to be the person ____ described in and who executed the above and foregoing instrument, and acknowledged to me that ____ he ____ signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Margaret R. Enderoff
Notary Public for Alaska. My commission expires 5-23-66

Lot 14

Witness ____ Owner: Matt C. O'Malley
Witness ____ Owner: ____

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 7th day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Matt C. O'Malley to me known to be the person ____ described in and who executed the above and foregoing instrument, and acknowledged to me that ____ he ____ signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Margaret R. Enderoff
Notary Public for Alaska. My commission expires 5-23-66

Lot 15

Witness ____ Owner: R. C. Erickson
Witness ____ Owner: Magdalen Erickson

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 9th day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared R. C. Erickson & Magdalen Erickson to me known to be the person s described in and who executed the above and foregoing instrument, and acknowledged to me that They signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Natasha C. Birkeland
Notary Public for Alaska. My commission expires Oct 12, 1965

Lot 16

Witness ____ Owner: ____
Witness ____ Owner: ____

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 9th day of February, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Mrs. Mildred Hill to me known to be the person ____ described in and who executed the above and foregoing instrument, and acknowledged to me that She signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Mrs. Mildred Hill
Notary Public for Alaska. My commission expires 1966
Feb. 9 1963 William Cohen Notary Public

Lot 17

Witness ____ Owner: Radford W. Ryan
Witness ____ Owner: Ila M. Ryan

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 1st day of February, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Radford W. Ryan + Ila M. Ryan to me known to be the person s described in and who executed the above and foregoing instrument, and acknowledged to me that they signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Margaret R. Enderoff
Notary Public for Alaska. My commission expires 5-23-66

Lot 18

Witness ____ Owner: Ernst H. Bernhardt
Witness ____ Owner: Mrs. E. Bernhardt

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 19th day of February, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Ernst H. + Mrs. E. Bernhardt to me known to be the person s described in and who executed the above and foregoing instrument, and acknowledged to me that They signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Natasha C. Birkeland
Notary Public for Alaska. My commission expires Oct 12, 1965

Lot 19

Witness ____ Owner: Gordon L. Greenbank Jr.
Witness ____ Owner: ____

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 13th day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Gordon L. Greenbank to me known to be the person ____ described in and who executed the above and foregoing instrument, and acknowledged to me that ____ he ____ signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Margaret R. Enderoff
Notary Public for Alaska. My commission expires 5-23-66

Lot 19A

Witness ____ Owner: Harry W. Johnson
Witness ____ Owner: ____

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 7th day of February, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Harry W. Johnson to me known to be the person ____ described in and who executed the above and foregoing instrument, and acknowledged to me that ____ he ____ signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Natasha C. Birkeland
Notary Public for Alaska. My commission expires Oct 12, 1965

Lot 21

Witness ____ Owner: Orion E. Southwick
Witness ____ Owner: Margaret Southwick

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 2nd day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Orion E. & Margaret Southwick to me known to be the person s described in and who executed the above and foregoing instrument, and acknowledged to me that They signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
James L. Smith
Notary Public for ~~Alaska~~ California. My commission expires Nov 26, 1966

Lot 22

Witness ____ Owner: Orion E. Southwick
Witness ____ Owner: Margaret Southwick

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 2nd day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Orion E. & Margaret Southwick to me known to be the person s described in and who executed the above and foregoing instrument, and acknowledged to me that They signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and seal the day and year in this certificate first above written.
James L. Smith
Notary Public for Alaska California. My commission expires Nov. 26, 1966

Lot 27

Witness ____ Owner: Orion E. Southwick
Witness ____ Owner: Margaret Southwick

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 2nd day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Orion E. & Margaret Southwick to me known to be the person s described in and who executed the above and foregoing instrument, and acknowledged to me that They signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
James L. Smith
Notary Public for Alaska California. My commission expires Nov. 26, 1966

Lot 30

Witness: A. E. Fossum ____ Owner: Dorothy E. Doyle
Witness: Kathy M. Hill ____ Owner: ____

UNITED STATES OF AMERICA, } ss.
STATE OF ~~ALASKA~~ WASHINGTON.
THIS IS TO CERTIFY that on this 15th day of FEBRUARY, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared DOROTHY E. DOYLE to me known to be the person ____ described in and who executed the above and foregoing instrument, and acknowledged to me that s he signed and sealed the same freely and voluntarily for the purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Herb Johnson
Notary Public for ~~Alaska~~ WASHINGTON. My commission expires May 25, 1964

Lot 31

Witness ____ Owner: Jack Dunnand
Witness ____ Owner: ____

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 18th day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Jack Dunnand to me known to be the person ____ described in and who executed the above and foregoing instrument, and acknowledged to me that ____ he ____ signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Natasha C. Birkeland
Notary Public for Alaska. My commission expires Oct 12, 1965

Lot 31A

Witness: A. E. Fossum ____ Owner: Dorothy E. Doyle
Witness: Kathy M. Hill ____ Owner: ____

UNITED STATES OF AMERICA, } ss.
STATE OF ~~ALASKA~~ WASHINGTON.
THIS IS TO CERTIFY that on this 15th day of FEBRUARY, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared DOROTHY E. DOYLE to me known to be the person ____ described in and who executed the above and foregoing instrument, and acknowledged to me that s he signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Herb Johnson
Notary Public for ~~Alaska~~ WASHINGTON. My commission expires May 25, 1964

Lot 42

Witness ____ Owner: Blanche R. White
Witness ____ Owner: Catharine J. Stanley

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 15th day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Blanche R. White + Catharine J. Stanley to me known to be the person s described in and who executed the above and foregoing instrument, and acknowledged to me that They signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Natasha C. Birkeland
Notary Public for Alaska. My commission expires Oct 12, 1965

Lot 43

Witness ____ Owner: Orion E. Southwick
Witness ____ Owner: Margaret Southwick

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 2nd day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Orion E. & Margaret Southwick to me known to be the person s described in and who executed the above and foregoing instrument, and acknowledged to me that They signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
James L. Smith
Notary Public for ~~Alaska~~ California. My commission expires Nov. 26, 1966

Lot 44

Witness ____ Owner: Orion E. Southwick
Witness ____ Owner: Margaret Southwick

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 2nd day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Orion E. & Margaret Southwick to me known to be the person s described in and who executed the above and foregoing instrument, and acknowledged to me that They signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
James L. Smith
Notary Public for ~~Alaska~~ California. My commission expires Nov. 26, 1966

Lot 45

Witness ____ Owner: Ole Johnson
Witness ____ Owner: by Ole Swanberg, Gdn.

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 4th day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Ole Swanberg to me known to be the person ____ described in and who executed the above and foregoing instrument, and acknowledged to me that ____ he ____ signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Margaret R. Enderoff
Notary Public for Alaska. My commission expires 5-23-66

Lot 46

Witness ____ Owner: Mrs. Florence Sabey
Witness ____ Owner: ____

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 9th day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Florence Sabey to me known to be the person ____ described in and who executed the above and foregoing instrument, and acknowledged to me that s he signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Natasha C. Birkeland
Notary Public for Alaska. My commission expires Oct 12, 1965

Lot 46A

Witness ____ Owner: W. F. Matthews
Witness ____ Owner: Mrs. Phyllis Matthews

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 17th day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared W. F. Matthews + Mrs. Phyllis Matthews to me known to be the person s described in and who executed the above and foregoing instrument, and acknowledged to me that They signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Natasha C. Birkeland
Notary Public for Alaska. My commission expires Oct 12, 1965

Lot 47

Witness ____ Owner: Ole Johnson
Witness ____ Owner: by Ole Swanberg, Gdn.

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 4th day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Ole Swanberg to me known to be the person ____ described in and who executed the above and foregoing instrument, and acknowledged to me that ____ he ____ signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Margaret R. Enderoff
Notary Public for Alaska. My commission expires 5-23-66

Lot 48

Witness ____ Owner: George Globe
Witness ____ Owner: Barbara Globe

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 9th day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared George + Barbara Globe to me known to be the person s described in and who executed the above and foregoing instrument, and acknowledged to me that They signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Natasha C. Birkeland
Notary Public for Alaska. My commission expires Oct 12, 1965

Lot 49

Witness: C. J. Jamestad ____ Owner: Lillian Pitts
Witness ____ Owner: Paul Pitts

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 16th day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Lillian & Paul Pitts to me known to be the person s described in and who executed the above and foregoing instrument, and acknowledged to me that Th he signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
C. J. Jamestad
Notary Public for Alaska. My commission expires Deputy Magistrate Haines, Alaska

Lot 50

Witness ____ Owner: Bruce G. Norton
Witness ____ Owner: ____

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 2nd day of January, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Bruce G. Norton to me known to be the person ____ described in and who executed the above and foregoing instrument, and acknowledged to me that ____ he ____ signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Margaret R. Enderoff
Notary Public for Alaska. My commission expires 5-23-66

Lot 64

Witness: Jane Knudsong ____ Owner: Mrs. Mamie Milner
Witness: Mikkel Peter ____ Owner: ____

UNITED STATES OF AMERICA, } ss.
STATE OF ALASKA.
THIS IS TO CERTIFY that on this 3rd day of March, 1963, before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Mamie Milner to me known to be the person ____ described in and who executed the above and foregoing instrument, and acknowledged to me that ____ she ____ signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.
WITNESS my hand and official seal the day and year in this certificate first above written.
Helen Dave
Notary Public for Alaska. My commission expires Sept. 14, 1963

AMENDED PLAT OF PINEHURST SUBDIVISION OF U. S. SURVEY NO. 1804, TOWNSITE OF SITKA, ALASKA.

Sheet 2 of 2 sheets.

Drawer #2 No. 29

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.

DATE _____ OWNER _____ (SIGNATURE)

DATE _____ OWNER _____ (SIGNATURE)

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
STATE OF ALASKA
CITY & BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS_____DAY OF_____, 20_____, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED_____

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

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

MY COMMISSION EXPIRES_____.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

CERTIFICATE OF PAYMENT OF TAXES
(STATE OF ALASKA)
(FIRST JUDICIAL DISTRICT)

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

AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS 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 _____.

DATED THIS _____ DAY OF_____, AT SITKA, ALASKA.

ASSESSOR, CITY AND BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & 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

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.

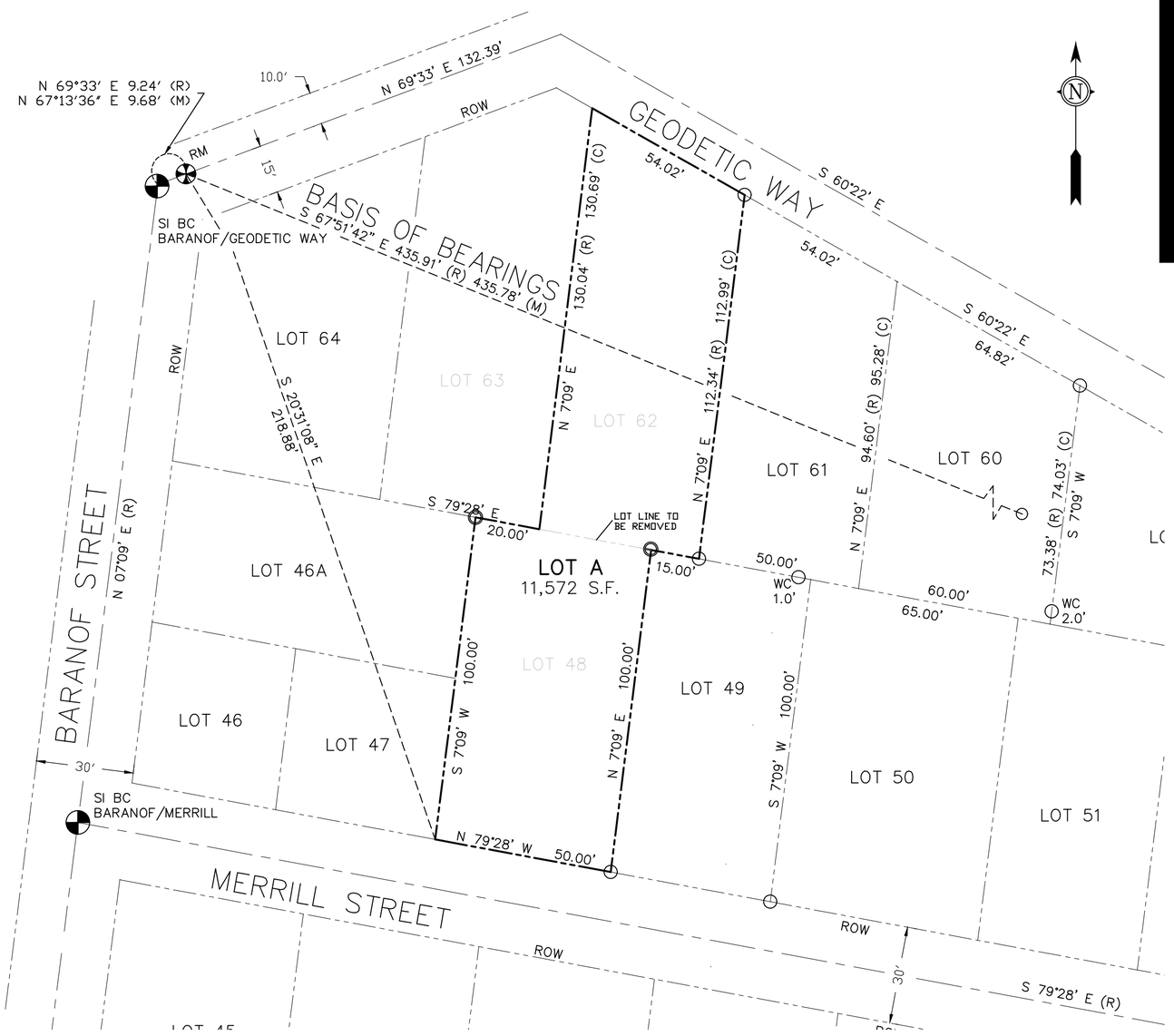
FINANCE DIRECTOR
CITY & BOROUGH OF SITKA

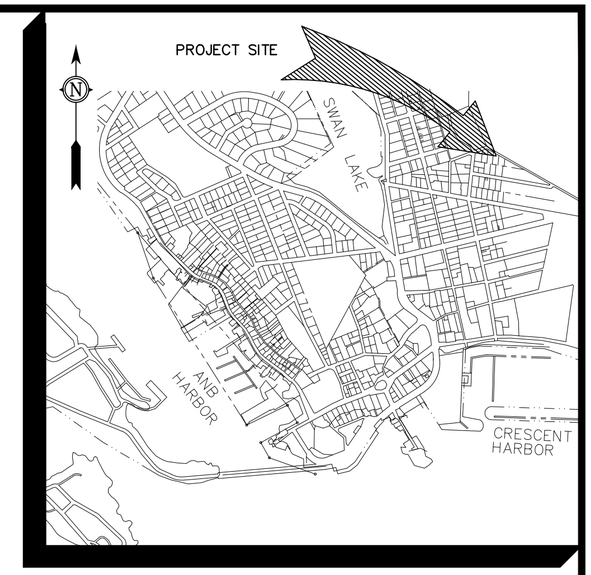
CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & 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





VICINITY MAP
SCALE 1"=1,000'

LEGEND

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

NOTES:

1) THE PURPOSE OF THIS PLAT IS TO CONSOLIDATE LOT 62, PINEHURST ADDITION, AND LOT 48 AMENDED PINEHURST ADDITION, INTO ONE LOT.

2) THIS LOT CONSOLIDATION IS ZONED R1.

30 5 0 30 60 90
SCALE IN FEET

PRELIMINARY

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

RECORD OF REVISIONS

STATE OF ALASKA 49TH KELLY J. O'NEILL LS 13321 REGISTERED PROFESSIONAL LAND SURVEYOR
PRELIMINARY

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN MARCH 2024 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 J. O'NEILL LS 13321

DRAWN: KO/ACAD
CHECKED: PKO
DATE OF PLAT: DATE/TIME
SCALE: //
DRAWING NAME: 40528-01
PROJECT NO. 40528-01-00

STROMQUIST LOT CONSOLIDATION

LOT 62, PINEHURST ADDITION
LOT 48, AMENDED PINEHURST ADDITION

CLIENT: CLAYTON STROMQUIST

SHEET 1 OF 1

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: The applicant and owner of Lot 62, Pinehurst Addition and adjacent Lot 48, Amended Pinehurst Addition, with to combine the two lots into one, approximate 11,572 square foot lot (see attached drawing). The lots are situated between Merrill Street to the south, and undeveloped Geodetic Way to the north.

PROPERTY INFORMATION:

CURRENT ZONING: R1 PROPOSED ZONING (if applicable): N/A

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

APPLICANT INFORMATION:

PROPERTY OWNER: Clayton and Ashleigh Stromquist

PROPERTY OWNER ADDRESS: 1302 Sawmill Creek Road, #31

STREET ADDRESS OF PROPERTY: 605 Merrill Street and 604 Geodetic Way

APPLICANT'S NAME: Kelly O'Neill for Clay and Ashleigh Stromquist

MAILING ADDRESS: 2007 Cascade Creek Road

EMAIL ADDRESS: koneill@north57ls.com DAYTIME PHONE: 907-747-6700

Stromquist	April 2, 2024	605 Merrill Street
Last Name	Date Submitted	Project Address

REQUIRED SUPPLEMENTAL INFORMATION:

For All Applications:

- [x] Completed General Application form
- [x] Supplemental Application (Variance, CUP, Plat, Zoning Amendment)
- [x] 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 — Date: 4/5/2024

Owner — Date: 4/5/2024

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: April 2, 2024

Last Name	Date Submitted	Project Address
Stromquist	April 2, 2024	605 Merrill Street

CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT
SUPPLEMENTAL APPLICATION FORM
PLAT APPLICATION

APPLICATION FOR

- [ ] MAJOR SUBDIVISION/PLANNED UNIT DEVELOPMENT
- [x] ~~MINOR SUBDIVISION/HYBRID SUBDIVISION~~
- [x] SUBDIVISION REPLAT/LOT MERGER/EASEMENT AMENDMENT
- [ ] BOUNDARY LINE ADJUSTMENT

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

- **SITE/DIMENSIONS/TOPOGRAPHY:** Refer to attached drawing for dimensions. The site consists of two, somewhat staggered, lots between the developed roadway of Merrill Street and undeveloped Geodetic Way.
- **EXISTING UTILITIES AND UTILITY ROUTES:** Municipal water and sewer mains are available within the Merrill Street right of way.
- **PROPOSED UTILITIES AND UTILITY ROUTES:** Water and sewer stubouts already exists to the lot per the City's utility service detail drawings.
- **ACCESS, ROADS, TRANSPORTATION, AND MOBILITY:** The combined lots are accessible from Merrill Street immediately adjacent to the south.
- **IMPACT OF PROPOSAL ON ANY EXISTING EASEMENTS:** Easements are not expected to be impacted.
- **PUBLIC HEALTH, SAFETY, AND WELFARE:** No issues have been identified that might public health, safety, and welfare.
- **ACCESS TO LIGHT AND AIR:** No issues expected to impact access to light and air.

Stromquist	April 2, 2024	605 Merrill Street
Last Name	Date Submitted	Project Address

- **ORDERLY AND EFFICIENT LAYOUT AND DEVELOPMENT:** _____

- **DESCRIBE ALL EXISTING STRUCTURES, THEIR USE, AND PROXIMITY TO PROPOSED PROPERTY LINES:**
  At present, the two lots are vacant of structures.

- **EXISTENCE OF ANY ENCROACHMENTS:** None identified at this time.

- **AVAILABILITY OF REQUIRED PARKING:** Some parking is available on Merrill Street. Combining the lots will provide more options for lot parking if needed.

- **SUMMARY OF PROPOSED EASEMENT AGREEMENTS OR COVENANTS:** None proposed.

ANY ADDITIONAL COMMENTS _____

Clayton and ~~Ashley~~ Ashleigh Stromquist
Applicant

April 2, 2024
Date

Stromquist
Last Name

4/2/24
Date Submitted

605 Merrill Street
Project Address

CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

Planning and Community Development Department

AGENDA ITEM

Case No:	V 24-06
Proposal:	Reduce front west setback from 14’ to 7’
Applicant:	Diana Twaddle
Owner:	Diana Twaddle
Location:	450 Alice Loop
Legal:	Lot 11A, William Paul Subdivision
Zone:	WD - Waterfront District
Size:	12,263 SF
Parcel ID:	1-9020-000
Existing Use:	Vacant
Adjacent Use:	Residential, Commercial
Utilities:	Alice Loop
Access:	Alice Loop

KEY POINTS AND CONCERNS

- The proposal is to facilitate construction of a tri-plex.
- No negative impacts to ingress/egress or visibility anticipated.

ATTACHMENTS

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

BACKGROUND/PROJECT DESCRIPTION

The applicant/owner is proposing to reduce the west front setback from 14 feet to 7 feet. The applicant would like to build a tri-plex and strategically place the structure on the property so as not to block the neighboring property's view from their deck. The property is 12,263 SF and the proposed tri-plex would be 1840 SF, and two stories tall. This property has been developed and is flat. The property fronts a 30' access and utility easement from Alice Loop which serves two other lots in the subdivision.

ANALYSIS

Setback requirements

The Sitka General Code requires 14-foot front setbacks in the WD zone[1].

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".

Justification

In order for a variance to be granted, it must be shown that there are special circumstances warranting a variance. In this case, the placement of existing structures (a neighbor's home) should be considered a circumstance outside of the control of the property owner.

[1] SGC Table 22.20-1

Potential Impacts
Generally, there are two primary concerns that arise when decreasing front setback – safety of ingress/egress, and driver visibility.

This property's front lot line is the west side which abuts the 30' wide access and utility easement. The whole length of the front lot line (~127') is subject to a front setback. As shown on the site plan, the structure is oriented towards the west side of the lot. While the structure encroaches into the front setback along the entire front lot line, the structure is more than 20' set back from the access easement. Additionally, with parking planned on the east side of the lot, drivers will have ample room to maneuver and turn around so that vehicles are not backing into the access easement. The distance of the structure to the access easement also ensures that visibility for drivers utilizing the access easement will not be impeded.

Comprehensive Plan Guidance
This proposal is consistent with the Comprehensive Plan Housing goal to, "Expand the range, affordability, and quality of housing in Sitka while maintaining attractive, livable neighborhoods", and Housing Action 1.1e, "Encourage higher density development", by enabling development of a new multifamily building that is mindful of the attractive qualities of neighboring structures.

RECOMMENDATION

Staff recommends approval for a reduction to the front setback.

<u>Motions to approve the zoning variance</u>

1. **"I move to approve the zoning variance for a reduction to the front setback at 450 Alice Loop in the WD - Waterfront District subject to the attached conditions of approval. The property is also known as Lot 11A, William Paul Subdivision. The request is filed by Diana Twaddle. The owner of record is Diana Twaddle."**

   <u>Conditions of Approval</u>:

   a. The front setback will be decreased from 14 feet to 7 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."**

   <u>Before any variance is granted, it shall be shown[2]:</u>

   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 placement of existing structures 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 multifamily structure, a substantial property right in the WD 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 higher density development while maintaining the attractiveness of the neighborhood.*

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

413
412
420
414
460
416
418
450
448
757
752
750
746
743
709
749
745
741
737
734
ALICE LOOP

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.

11/10/15 — Patricia McConnell, COO
DATE — OWNER (SIGNATURE)

DATE — OWNER (SIGNATURE)

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
STATE OF ALASKA
CITY & BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS 10th DAY OF November 2015, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED
Patricia McConnell, C.O.O. of Shee Atika, Inc
TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND She ACKNOWLEDGED TO ME THAT she 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 4-12-16

Notary Public
RUTH M. JOENS
State of Alaska
My Commission Expires Apr 12, 2016

Ruth M. Joens
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, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS OF THE CITY AND BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS IN THE NAME OF Shee Atika, 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 20 15 WILL BE DUE ON OR BEFORE Aug 31, 2015.

DATED THIS 10th DAY OF November, 2015 AT SITKA, ALASKA.

Wendy Lawrence
ASSESSOR, CITY AND BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA PLATTING BOARD, AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION NO. 2015-09 DATED September 15 20 15 AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, SITKA, ALASKA.

11/11/15 — CHAIRMAN, PLATTING BOARD
DATE

Samantha Pierson
SECRETARY

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: Shee Atika, 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 November 20 15 AT SITKA, ALASKA.

Jeffrey Sweeney III
FINANCE DIRECTOR
CITY & BOROUGH OF SITKA

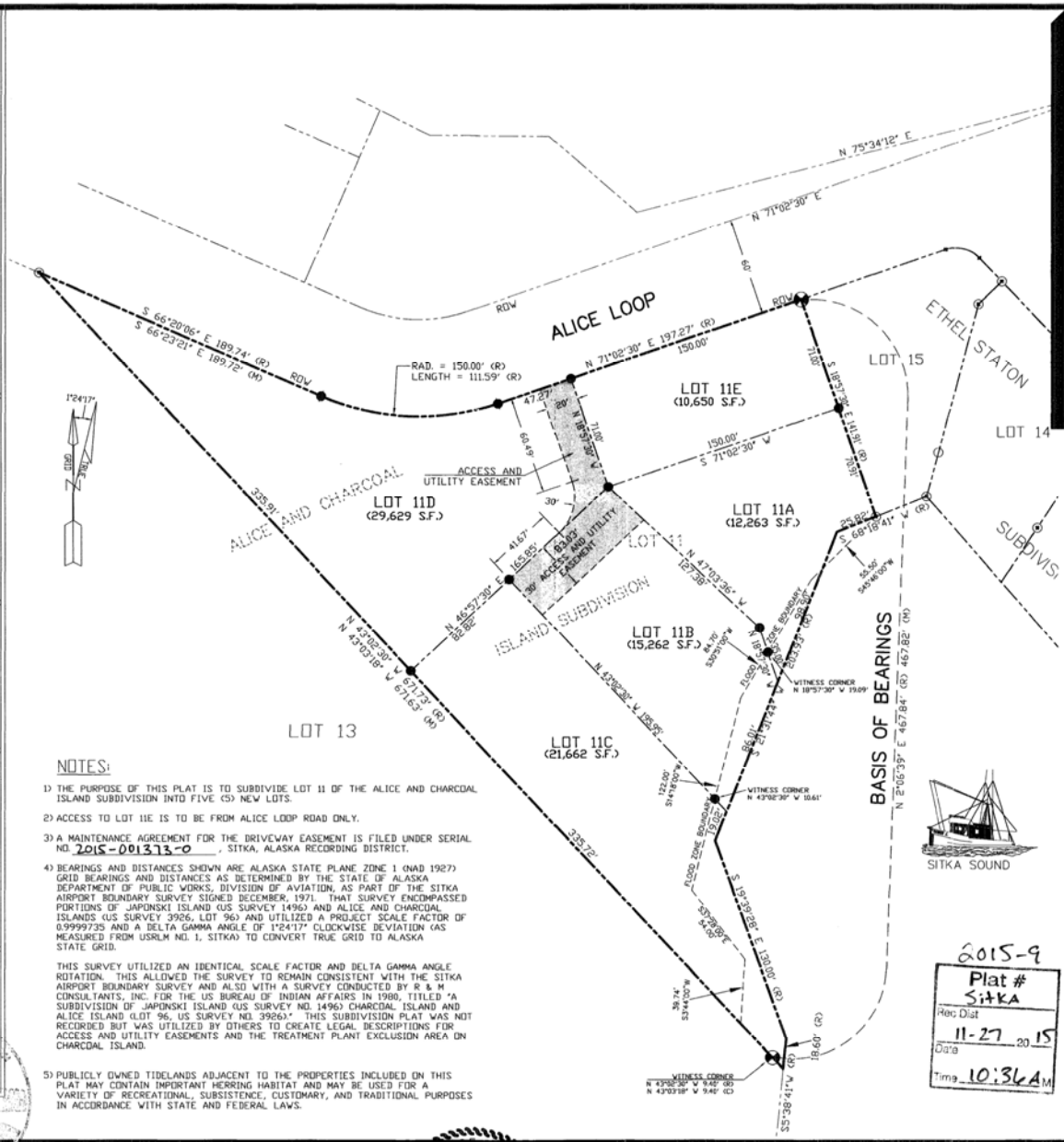
CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA ASSEMBLY AS RECORDED IN MINUTE BOOK 15 PAGE 101 DATED Sept. 15 2015 AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER, SITKA, ALASKA.

11/11/15 — MAYOR
DATE

Sara Peterson
CITY AND BOROUGH CLERK

DECEMBER 2, 1971



VICINITY MAP
SCALE 1"=1,000'

LEGEND

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

NOTES:

1) THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE LOT 11 OF THE ALICE AND CHARCOAL ISLAND SUBDIVISION INTO FIVE (5) NEW LOTS.

2) ACCESS TO LOT 11E IS TO BE FROM ALICE LOOP ROAD ONLY.

3) A MAINTENANCE AGREEMENT FOR THE DRIVEWAY EASEMENT IS FILED UNDER SERIAL NO. 2015-001373-0, SITKA, ALASKA RECORDING DISTRICT.

4) BEARINGS AND DISTANCES SHOWN ARE ALASKA STATE PLANE ZONE 1 (NAD 1927) GRID BEARINGS AND DISTANCES AS DETERMINED BY THE STATE OF ALASKA DEPARTMENT OF PUBLIC WORKS, DIVISION OF AVIATION, AS PART OF THE SITKA AIRPORT BOUNDARY SURVEY SIGNED DECEMBER, 1971. THAT SURVEY ENCOMPASSED PORTIONS OF JAPONSKI ISLAND (US SURVEY 1496) AND ALICE AND CHARCOAL ISLANDS (US SURVEY 3926, LOT 96) AND UTILIZED A PROJECT SCALE FACTOR OF 0.9999735 AND A DELTA GAMMA ANGLE OF 1°24'17" CLOCKWISE DEVIATION (AS MEASURED FROM USRLM NO. 1, SITKA) TO CONVERT TRUE GRID TO ALASKA STATE GRID.

THIS SURVEY UTILIZED AN IDENTICAL SCALE FACTOR AND DELTA GAMMA ANGLE ROTATION. THIS ALLOWED THE SURVEY TO REMAIN CONSISTENT WITH THE SITKA AIRPORT BOUNDARY SURVEY AND ALSO WITH A SURVEY CONDUCTED BY R & M CONSULTANTS, INC. FOR THE US BUREAU OF INDIAN AFFAIRS IN 1980, TITLED "A SUBDIVISION OF JAPONSKI ISLAND (US SURVEY NO. 1496) CHARCOAL ISLAND AND ALICE ISLAND (LOT 96, US SURVEY NO. 3926)." THIS SUBDIVISION PLAT WAS NOT RECORDED BUT WAS UTILIZED BY OTHERS TO CREATE LEGAL DESCRIPTIONS FOR ACCESS AND UTILITY EASEMENTS AND THE TREATMENT PLANT EXCLUSION AREA ON CHARCOAL ISLAND.

5) PUBLICLY OWNED TIDELANDS ADJACENT TO THE PROPERTIES INCLUDED ON THIS PLAT MAY CONTAIN IMPORTANT HERRING HABITAT AND MAY BE USED FOR A VARIETY OF RECREATIONAL, SUBSISTENCE, CUSTOMARY, AND TRADITIONAL PURPOSES IN ACCORDANCE WITH STATE AND FEDERAL LAWS.

Plat # 2015-9
Sitka Rec Dist
Date 11-27 20 15
Time 10:36 AM

50 25 0 50 100 150
SCALE IN FEET

SITKA RECORDING DISTRICT

O'NEILL
SURVEYING AND ENGINEERING

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

BY	DATE	REV.	DESCRIPTION OF CHANGE

RECORD OF REVISIONS

STATE OF ALASKA 49TH
PATRICK K. O'NEILL
PLS 6304
REGISTERED PROFESSIONAL LAND SURVEYOR
11/10/15

DESIGNED P. O'NEILL
DRAWN KD/ACAD
CHECKED PKO
DATE OF PLAT SEPT. 30, 2015 @ 08:38:35
SCALE 1" = 50'
DRAWING NAME LOT11-SUB
PROJECT NO. 30434-21-00

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN Oct., 2015 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.

11/10/15 — PATRICK K O'NEILL LS 6304
DATE

WILLIAM PAUL SUBDIVISION

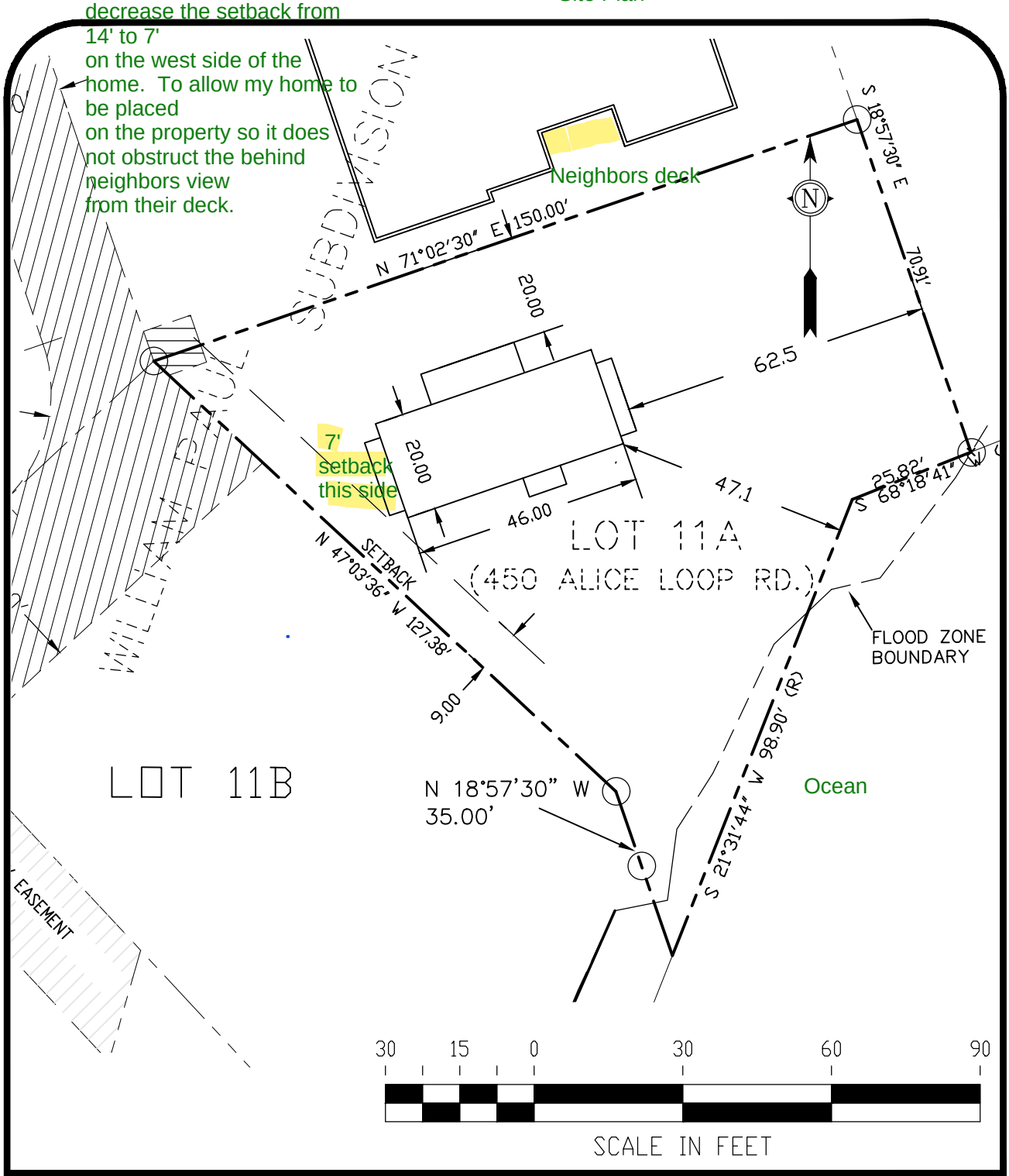
LOT 11, ALICE AND CHARCOAL ISLAND SUBDIVISION

CLIENT: SHEE ATIKA INC.

SHEET 1 OF 1

Diana Twaddle Lot 450 Variance Request
Site Plan

Variance request to decrease the setback from 14' to 7' on the west side of the home. To allow my home to be placed on the property so it does not obstruct the behind neighbors view from their deck.



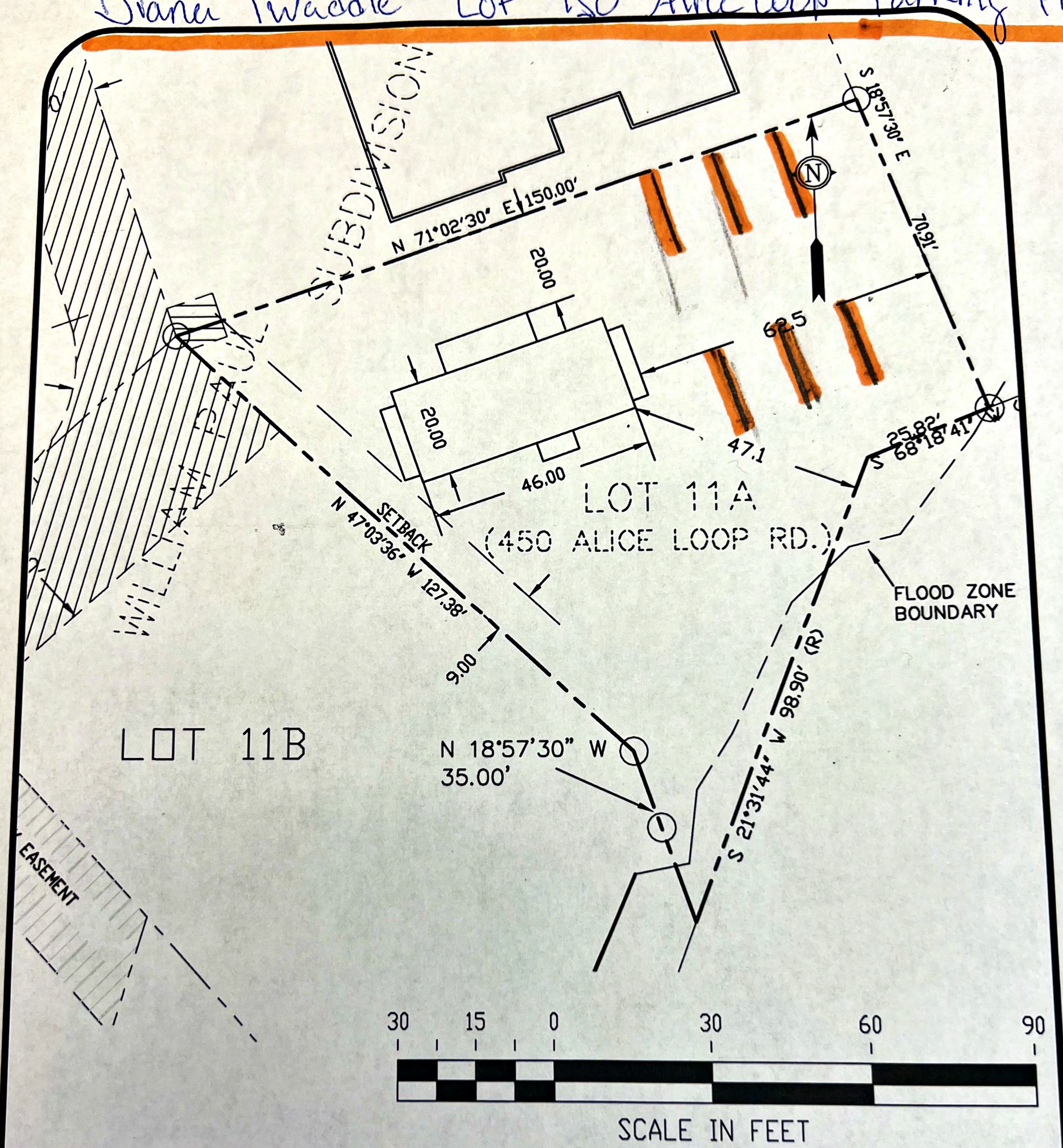
NORTH 57°
LAND SURVEYING LLC
(907) 747-6700 215-F SMITH STREET, SITKA, AK
MAILING ADDRESS - 2007 CASCADE CREEK ROAD, SITKA, AK 99835
EMAIL: north57landsurveying@yahoo.com

SITE PLAN

LOT 11A WILLIAM PAUL SUB.
(450 ALICE LOOP ROAD SITKA, AK)

SCALE: 1" = 30' | FILE No.

Diana Twaddle Lot 450 Alice Loop Parking Plan



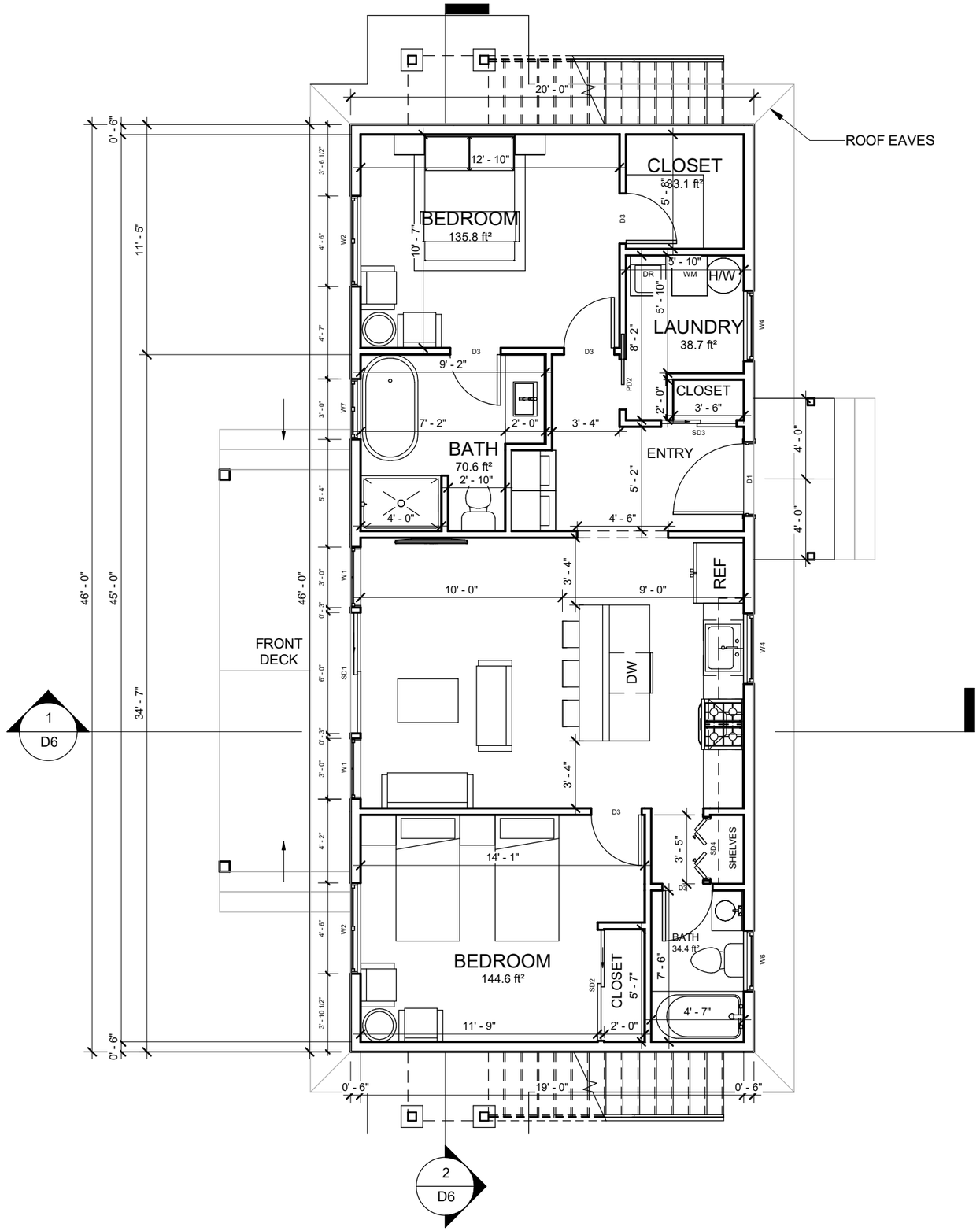
NORTH 57°
LAND SURVEYING LLC
(907) 747-6700 215-F SMITH STREET, SITKA, AK
MAILING ADDRESS - 2007 CASCADE CREEK ROAD, SITKA, AK 99835
EMAIL: north57landsurveying@yahoo.com

SITE PLAN

LOT 11A WILLIAM PAUL SUB.
(450 ALICE LOOP ROAD SITKA, AK)

SCALE: 1" = 30'

FILE No.



Area Schedule	
Level	Area
Level 1	920.0 ft²
Level 2	920.0 ft²
	1840.0 ft²

PROJECT ADDRESS:

450 Alice Loop-Diana Fulton-Twaddle

THIS SHEET:

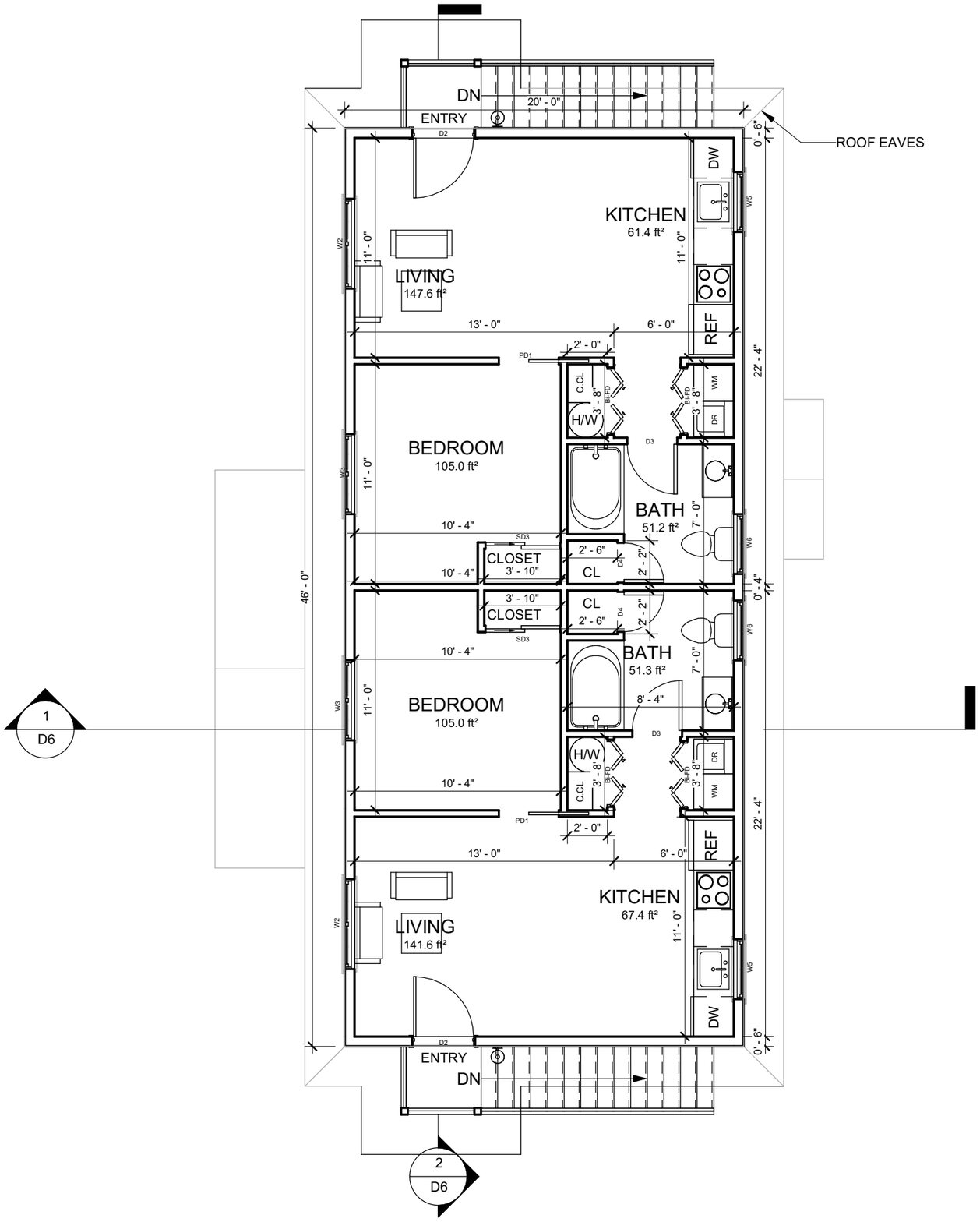
GROUND LEVEL

DATE:

Issue Date

SHEET NUMBER

D3



Area Schedule	
Level	Area
Level 1	920.0 ft²
Level 2	920.0 ft²
	1840.0 ft²

PROJECT ADDRESS:

450 Alice Loop-Diana Fulton-Twaddle

THIS SHEET:

FIRST LEVEL

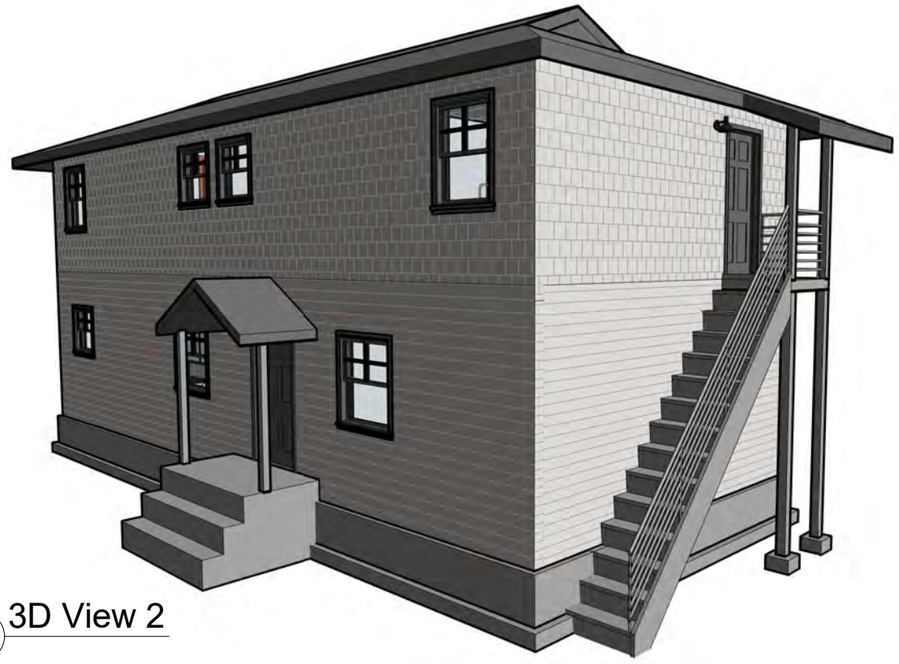
DATE:

Issue Date

SHEET NUMBER

D4

1 3D View 1



2 3D View 2

3 3D View 3

Sheet List

D1	COVER SHEET
D2	SITE PLAN
D3	GROUND LEVEL
D4	FIRST LEVEL
D5	ROOF PLAN
D6	SECTION
D7	WEST & SOUTH ELEVATION
D8	NORTH & EAST ELEVATION
D9	WINDOW & DOOR SCHEDULES
D10	ELECTRICAL LEGENDS
D11	ELECTRICAL PLAN

PROJECT ADDRESS:

450 Alice Loop-Diana Fulton-Twaddle

THIS SHEET:

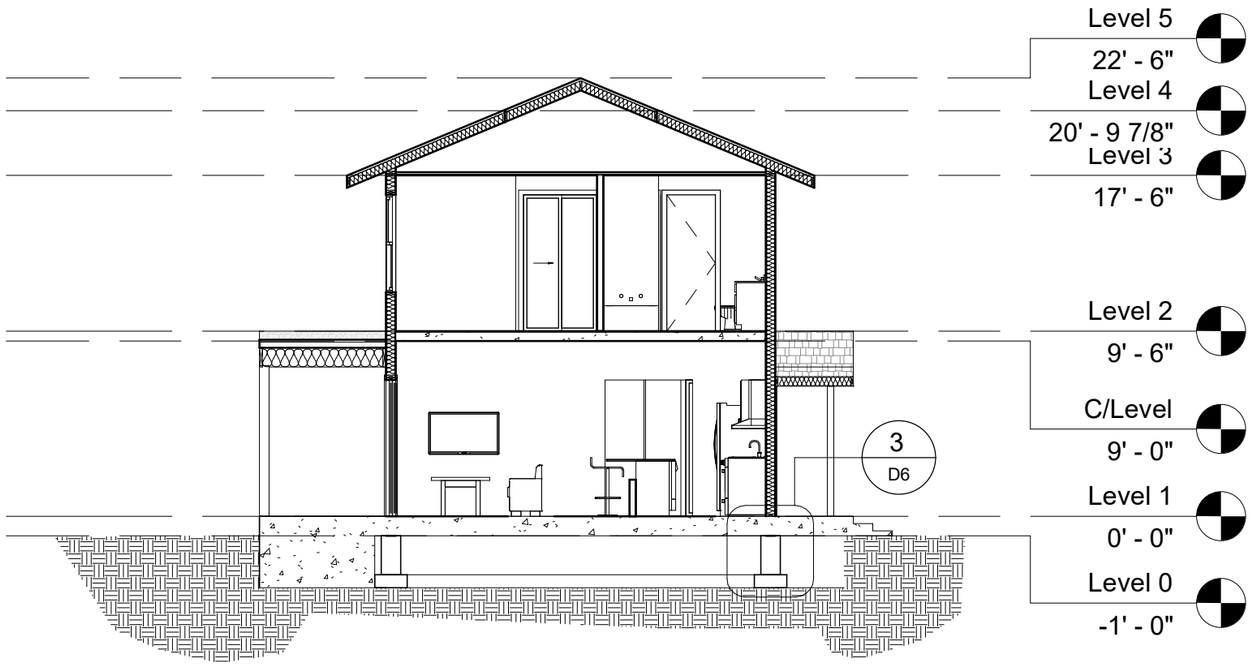
COVER SHEET

DATE:

Issue Date

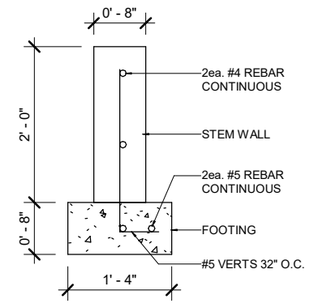
SHEET NUMBER

D1



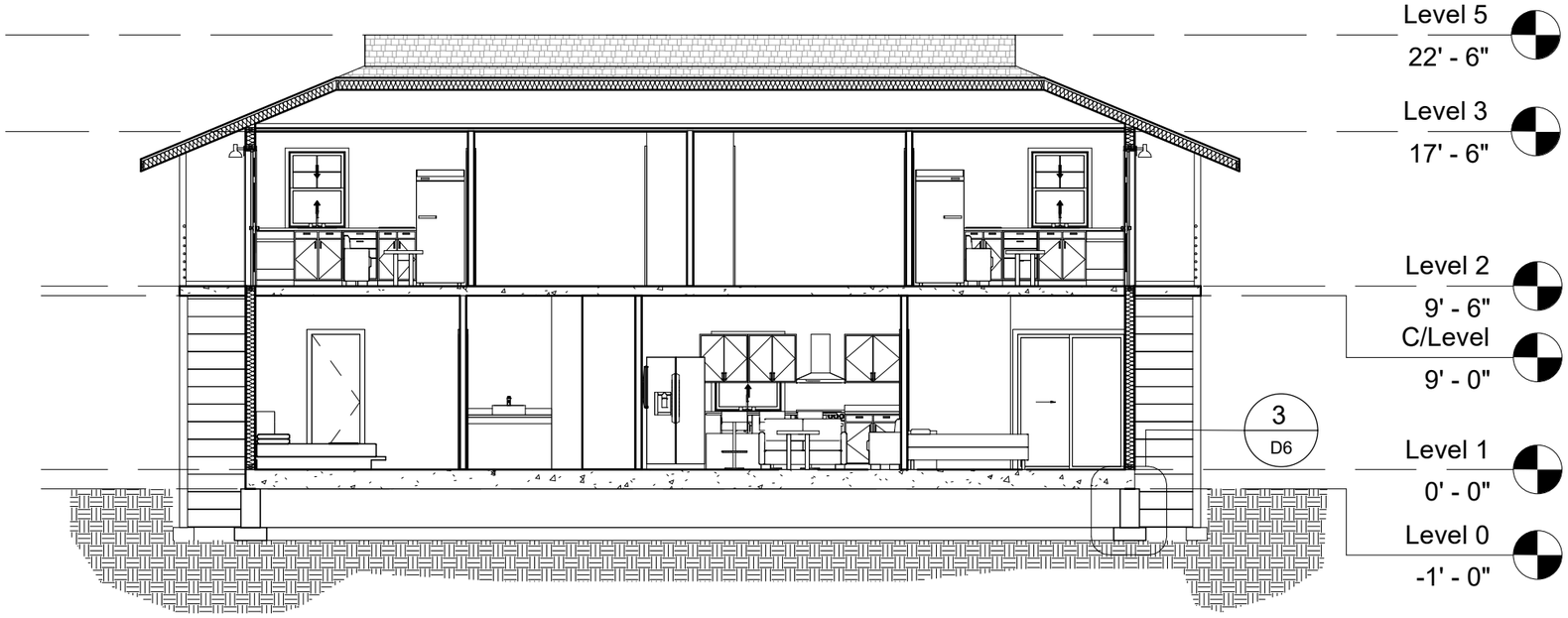
1 Section A
1/8" = 1'-0"

TYPICAL FOUNDATION DETAIL



NOTE: THIS DETAIL IS FOR A CONTINUOUS CONCRETE FOUNDATION AROUND PERIMETER OF BUILDING

3 FOUNDATION DETAIL
1/2" = 1'-0"



2 Section B
1/8" = 1'-0"

PROJECT ADDRESS:

450 Alice Loop-Diana Fulton-Twaddle

THIS SHEET:

SECTION

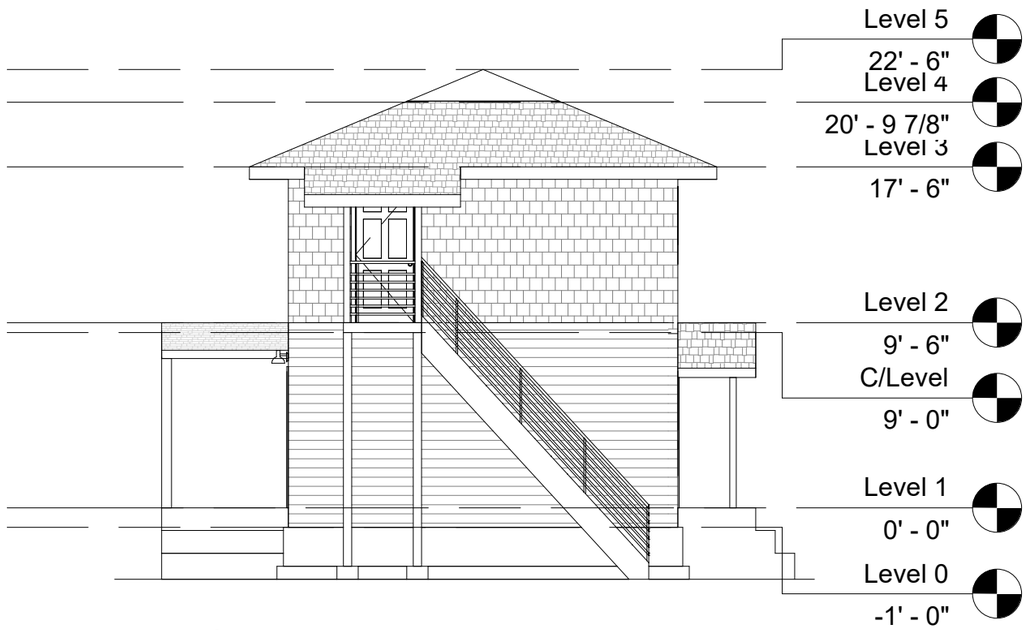
DATE:

Issue Date

SHEET NUMBER

D6

1 West
1/8" = 1'-0"



2 South
1/8" = 1'-0"

PROJECT ADDRESS:

450 Alice Loop-Diana
Fulton-Twaddle

THIS SHEET:

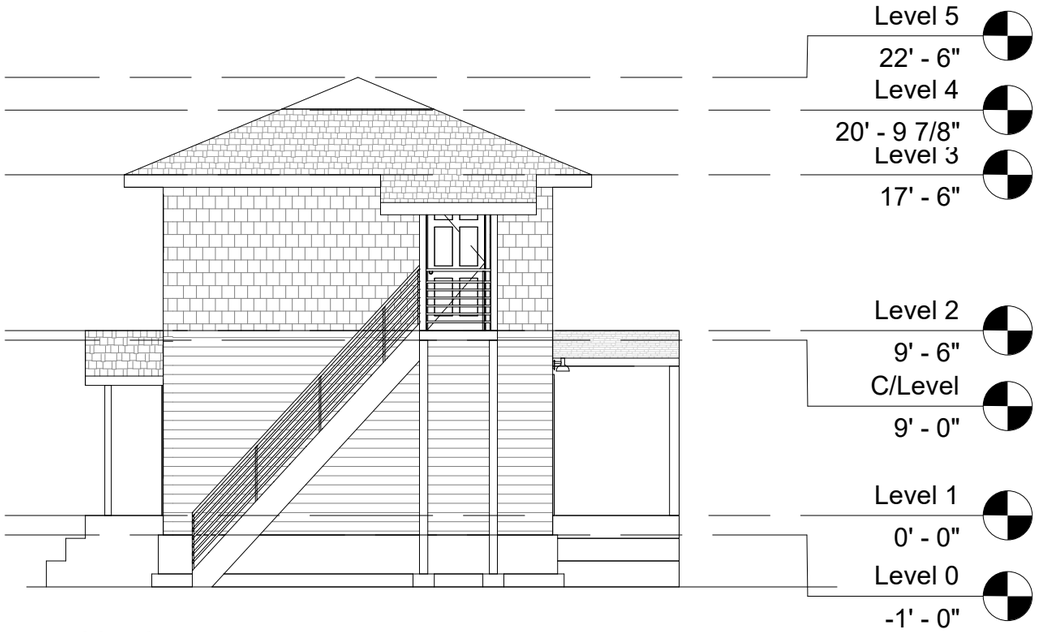
WEST & SOUTH ELEVATION

DATE:

Issue Date

SHEET NUMBER

D7



1 North
1/8" = 1'-0"

2 East
1/8" = 1'-0"

PROJECT ADDRESS:

450 Alice Loop-Diana
Fulton-Twaddle

THIS SHEET:

NORTH & EAST ELEVATION

DATE:

Issue Date

SHEET NUMBER

D8

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: I am requesting that I be granted a variance to reduce the setback on the west side of my property from 14' to 7'. The reduction will allow me to place my home strategically on the property so I do not block my direct neighbors view from their deck.

PROPERTY INFORMATION:

CURRENT ZONING: Waterfront District PROPOSED ZONING (if applicable): _____

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

APPLICANT INFORMATION:

PROPERTY OWNER: Diana Twaddle

PROPERTY OWNER ADDRESS: PO Box 2554 Sitka AK 99835

STREET ADDRESS OF PROPERTY: 450 Alice Loop Sitka AK 99835

APPLICANT'S NAME: Diana Twaddle

MAILING ADDRESS: PO Box 2554 Sitka AK 99835

EMAIL ADDRESS: dt99835@gmail.com DAYTIME PHONE: 907-623-7886

Last Name Date Submitted Project Address

REQUIRED SUPPLEMENTAL INFORMATION:

For All Applications:

- [x] Completed General Application form
- [x] Supplemental Application (Variance, CUP, Plat, Zoning Amendment)
- [x] Site Plan showing all existing and proposed structures with dimensions and location of utilities
- [x] 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.

Diana Twaddle _____ 4-8-24 _____

Owner Date

_____ _____

Owner Date

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

_____ _____

Applicant (If different than owner) Date

Last Name Date Submitted Project Address

CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT
SUPPLEMENTAL APPLICATION FORM
VARIANCE

APPLICATION FOR

- [ ] ZONING VARIANCE – MINOR EXPANSIONS, SMALL STRUCTURES, FENCES, SIGNS
- [x] 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.**

I am requesting a variance to reduce the setback on the west side of my home from 14' to 7'.

This will allow me to place the home so it does not block the neighbors view from their deck.

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

- **TRAFFIC** This will not impacet any traffic.
- **PARKING** The lot has ample parking and parking will not be impacted.
- **NOISE** The request does not impact noise.
- **PUBLIC HEALTH AND SAFETY** There is not public and health safety concern with the request.
- **HABITAT** There is not impact to habitat.
- **PROPERTY VALUE/NEIGHBORHOOD HARMONY** The decreased setback of 7'will allow for neighborhood harmony and could potentially help my behind neighbors property value.
- **COMPREHENSIVE PLAN** Decrese the setback from 14' to 7' to allow me to place my home on the property so it will not block the behind neighbors view from thier deck.

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:**

My request will allow me to place my home strategically to not block my behind neighbors view from their deck.

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 will allow neighborhood harmony. My direct neighbors view from thier deck will not be blocked.

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** DT

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

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

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

_____

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

_____

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

Platting Variance *(Sitka General Code 21.48.010)*

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

_____

_____

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

ANY ADDITIONAL COMMENTS _____

This variance will allow year round local Sitkan's to enjoy the view from thier deck and not have it obstructed by the placement of my home on my property.

Diana Twaddle	4-8-24
Applicant	Date

Twaddle	4-8-24	450 Alice Loop
Last Name	Date Submitted	Project Address

CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

Planning and Community Development Department

AGENDA ITEM

Case No:	V 24-07
Proposal:	Reduction of Required Parking
Applicant:	Andrew Hinton, Sitka Homeless Coalition
Owner:	Alaska Mental Health Trust, State of Alaska
Location:	NHN Jarvis Street
Legal:	Remainder of Lot Three (3), U.S. Survey 3695
Zone:	C-1 - General Commercial District
Size:	710,028 SF (16.3 acres)
Parcel ID:	3-0290-000
Existing Use:	Vacant
Adjacent Use:	Commercial
Utilities:	Jarvis Street
Access:	Jarvis Street

KEY POINTS AND CONCERNS

- The proposal is to facilitate construction of a permanent supportive housing project.
- Sitka General Code requires 1.5 parking spaces per dwelling unit and 1 parking space per 300 sq. ft. of gross floor area of professional offices.
- The development is located on a site with a 30-year lease with Alaska Mental Health Trust.

ATTACHMENTS

Attachment A: Aerial
Attachment B: U.S. Survey 3695
Attachment C: Site/Parking Plan
Attachment D: Floor Plans
Attachment E: Photos
Attachment F: Applicant Materials

BACKGROUND/PROJECT DESCRIPTION

The applicant is proposing to reduce the required amount of parking from 27 parking spaces to 7 parking spaces. This is for a permanent supportive housing project that will have 12 residential units, a caretaker unit, and a 2,000 SF services building. This will provide affordable housing for the chronically homeless and provide behavioral health services, employment services, and individualized support on-site.

The proposed residential units meet the zoning and building code definitions of dwelling units. As it is a multifamily development with five or more dwelling units, the parking requirement is 1.5 spaces per unit (20 spaces). The 2,000 SF services building requires 7 spaces (one per each 300 SF of gross floor area), for a total number of 27 required parking spaces.

As discussed extensively in a previous request, (case file V 24-05), the property has development limitations due to the shape and topography of the lot which constrain development to the front of the lot.

The applicant has made this variance request based on similar projects in the state including a similar project in Nome that had 15 residential units, a caretaker unit, and onsite clinic spaces that requested 8 parking spaces, and a project in Bethel that supported 47 residents and staff offices with 21 parking spaces. These two projects represent resident to parking ratios of .53 and .44 respectively. The applicant's request for 7 parking spaces for a 12 resident development is a resident to parking ratio of .58. Additionally, the background materials provided in an analysis from MRV Architects sited a project in Juneau that provided only 3 parking spaces for 64 residents with no reported parking concerns in the five years of operation.

ANALYSIS

SGC 22.20.100:

> G. 1. *Residential Uses. For five-unit buildings and above: one and one-half spaces per unit. Each dwelling unit must have parking spaces independently accessed.*
>
> G. 4. *Banks, office buildings, professional offices or clinics: one public parking space per each 300 square feet of gross floor area, but not less than five spaces for uses where the principal structure is equal to or greater than 1,500 gross square feet in area. For uses having a smaller principal structure, the minimum parking requirement is one space per 300 gross square feet.*

Alaska Statute 29.40.040(b)(3) states that a variance may not be granted solely to relieve financial hardship or inconvenience. A required finding for variances involving major structures or expansions in the Sitka General Code echoes this statement by stating that there must be "…special

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

Justification
In this case, the shape of the parcel and topography of the lot limiting the buildable area for both structures and parking spaces should be considered a special circumstance warranting a variance.

Potential Impacts
Generally, the potential impacts resulting from a lack of parking would be longer walks between distant parking spaces and destinations, the propensity of drivers to find other parking nearby that may be suboptimal (along streets, "creating" parking where there is open space), or to utilize parking on nearby/neighboring properties. In this case, there is no on-street parking formally designated on Jarvis Street. However, the applicant does not anticipate that lowering the parking requirement would result in a lack of parking given that their clients generally do not have vehicles.

Comprehensive Plan Guidance
The Housing section of the 2030 Comprehensive Plan specifically sites the lack of transitional housing and homeless shelter, and the call to explore housing options and cooperative programs for at-risk populations, as a key challenges and opportunities for the future. Housing Action H 1.2i states, "Create housing for the homeless through public-private partnerships." The granting of this variance enables development of a challenging, publicly owned property for a private (non-profit) development of a homeless shelter.

RECOMMENDATION

Overall, staff is supportive of a reduction in parking taking into account the type of services at this site and examples of parking reductions for similar developments in other communities. However, it's important to account for future uses of this development were it to be repurposed, especially with the property being in a commercial zone. With the high demand for housing in Sitka, the residential units the applicant is building have potential to be repurposed as rental units if the opportunity arose in the future. The services building could also be repurposed for commercial uses. Rental and commercial uses would likely come with more vehicle use, and 7 spaces may not be adequate. Conditions of approval aimed at mitigating this potential risk have been added.

Motions to approve the zoning variance

1. **"I move to approve the zoning variance for a reduction in parking requirements at NHN Jarvis Street in the C-1 - General Commercial District subject to the attached conditions of approval. The property is also known as Remainder of Lot Three (3), U.S. Survey 3695. The request is filed by the Sitka Homeless Coalition. The owner of record is Alaska Mental Health Trust, State of Alaska."**

Conditions of Approval:

a. There shall be no fewer than seven (7) parking spaces provided on the property. The parking spaces must be available before the Planning Department approves building permits for structures on the lot. Any additional decrease in parking spaces will require a new variance request to be approved by the Planning Commission.
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, or a proposal for additional structures, will require additional Planning Commission review.
c. Before the applicant can utilize, or allow other entities to utilize, any structures on the lot for uses outside of supportive housing and services for those experiencing homelessness, the Planning Department must be notified, and the Planning Commission must approve a new parking variance.
d. Before the property owner can lease, allow a sublease, or sell the property to any entity for uses outside of supportive housing and services for those experiencing homelessness, the Planning Department must be notified, and the Planning Commission must approve a new parking variance.
e. 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.

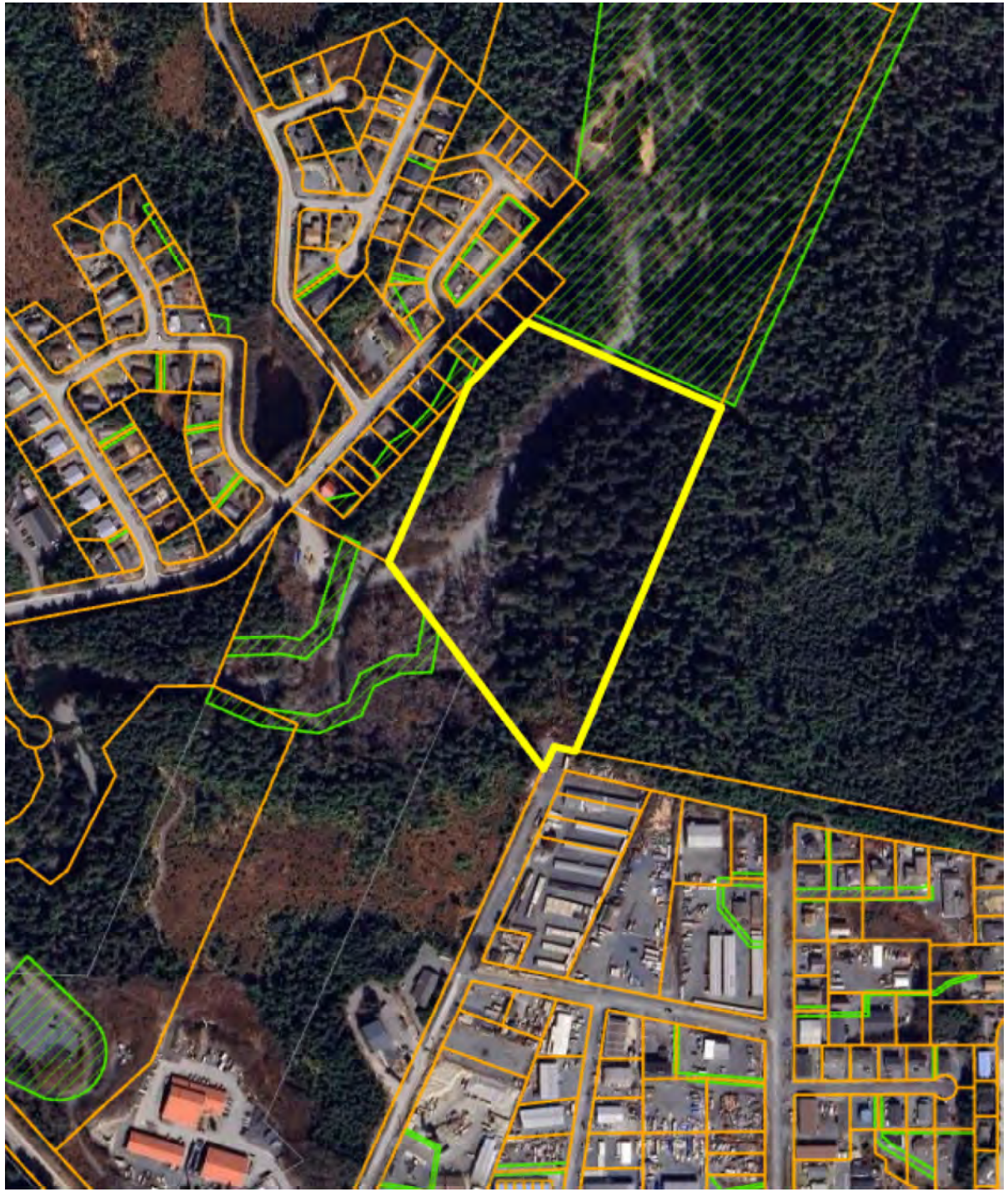
1) **"I move to adopt and approve the required findings for variances involving major structures or expansions as listed in the staff report."**

Before any variance is granted, it shall be shown[1]:

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 shape and topography of the lot are special circumstances that warrant the granting of a variance.*

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

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 multifamily and social services structures which are substantial property rights in the C-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 parking plan provides adequate parking for the proposed use, 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 a property providing housing to the homeless through a public-private partnership.*



ORIGINAL

U. S. SURVEY
No. 3695, ALASKA

EMBRACING
LOTS 1 THROUGH 24

SITUATED

ABOUT ONE MILE EASTERLY FROM SITKA, ALASKA

ON THE NORTHWESTERLY SHORE OF JAMESTON BAY

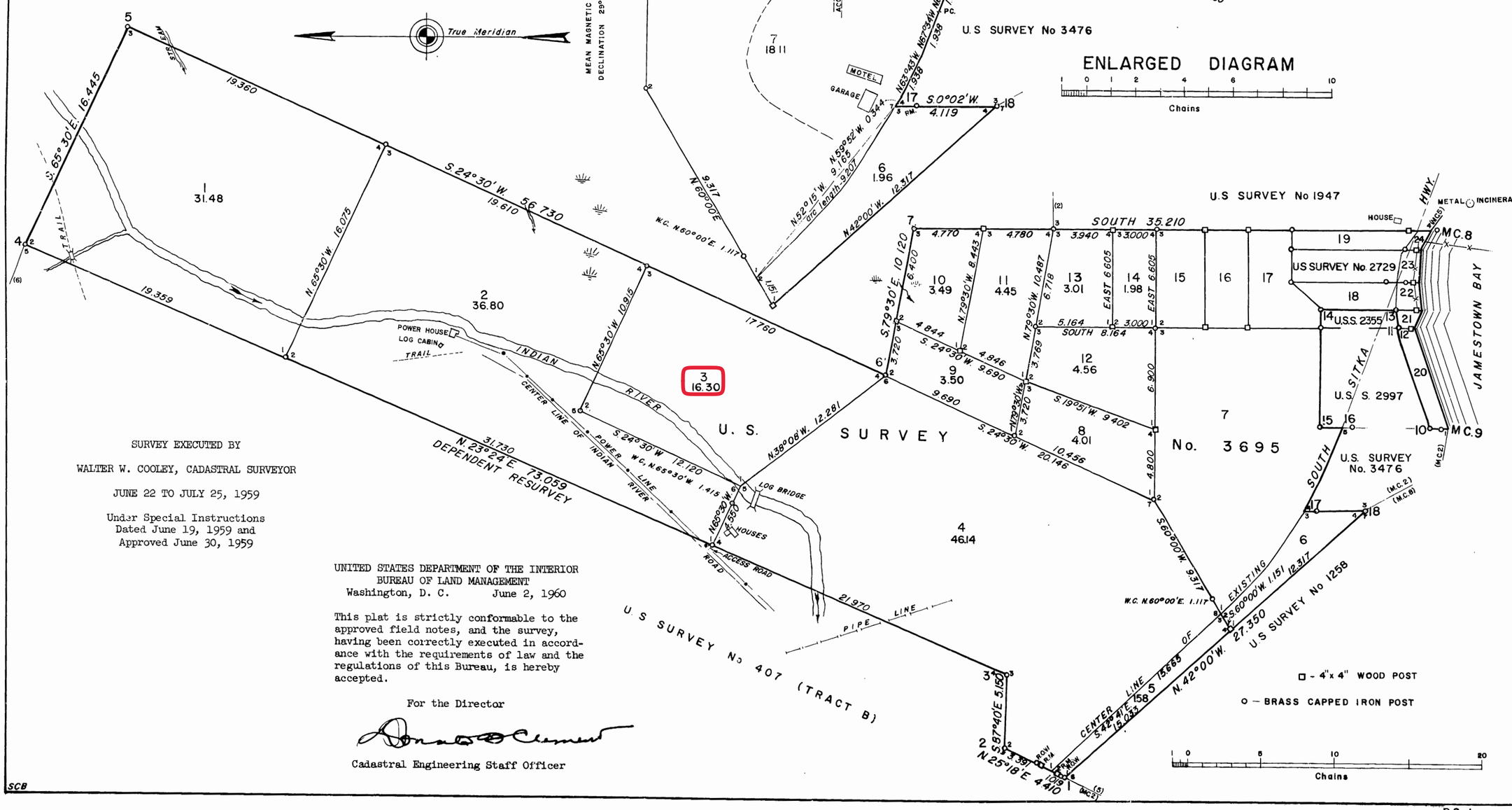
AND ADJOINING U.S. SURVEYS NOS. 1258, 3476, 2997,

2355, 2729, 1947, AND 407

AND DEPENDENT RESURVEY OF LINE 4-5, U.S. SURVEY NO. 407

Approximate Geographic Position
Latitude 57° 03' N. Longitude 135° 18' W.

AREA: 187.75 ACRES



SURVEY EXECUTED BY

WALTER W. COOLEY, CADASTRAL SURVEYOR

JUNE 22 TO JULY 25, 1959

Under Special Instructions
Dated June 19, 1959 and
Approved June 30, 1959

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
Washington, D. C. June 2, 1960

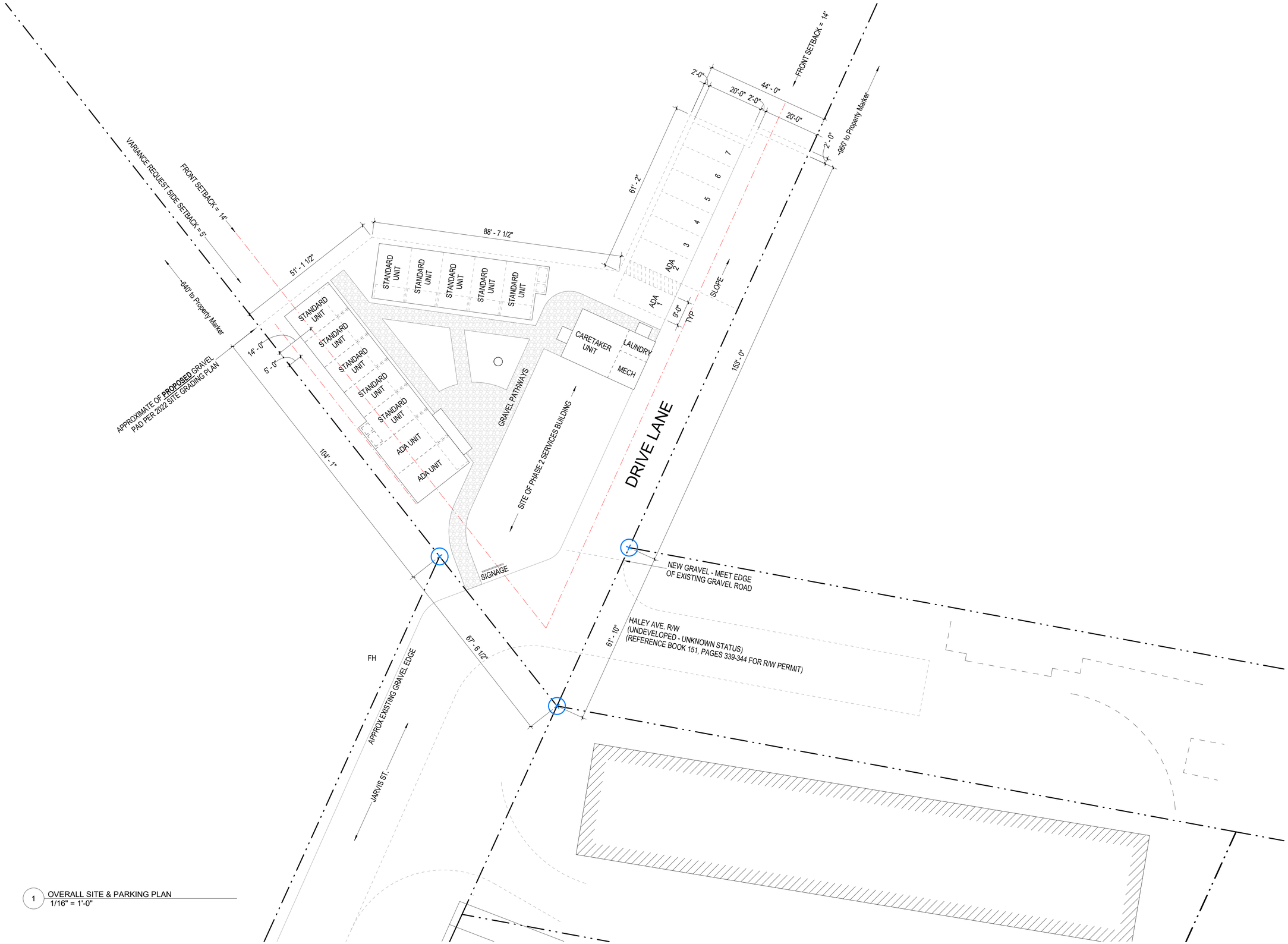
This plat is strictly conformable to the approved field notes, and the survey, having been correctly executed in accordance with the requirements of law and the regulations of this Bureau, is hereby accepted.

For the Director

Cadastral Engineering Staff Officer

SCB

D.S. 1
Sitka (A-4)



1 OVERALL SITE & PARKING PLAN
1/16" = 1'-0"

@ NorthWind Architects, LLC; Project Number: NWA-2302

01/17/2024

NorthWind Architects, LLC
126 Seward St
Juneau, AK 99801
Ph #907.586.6150
www.northwindarch.com

1" ACTUAL

IF THE ABOVE DIMENSION DOES NOT MEASURE ONE INCH (1") EXACTLY, THIS DRAWING WILL HAVE BEEN ENLARGED OR REDUCED, AFFECTING ALL LABEL SCALES.

Hitx'i Sáani 'Little Houses' Community

SITKA HOMELESS COALITION
US Survey 3695 Lot 3
SITKA, ALASKA

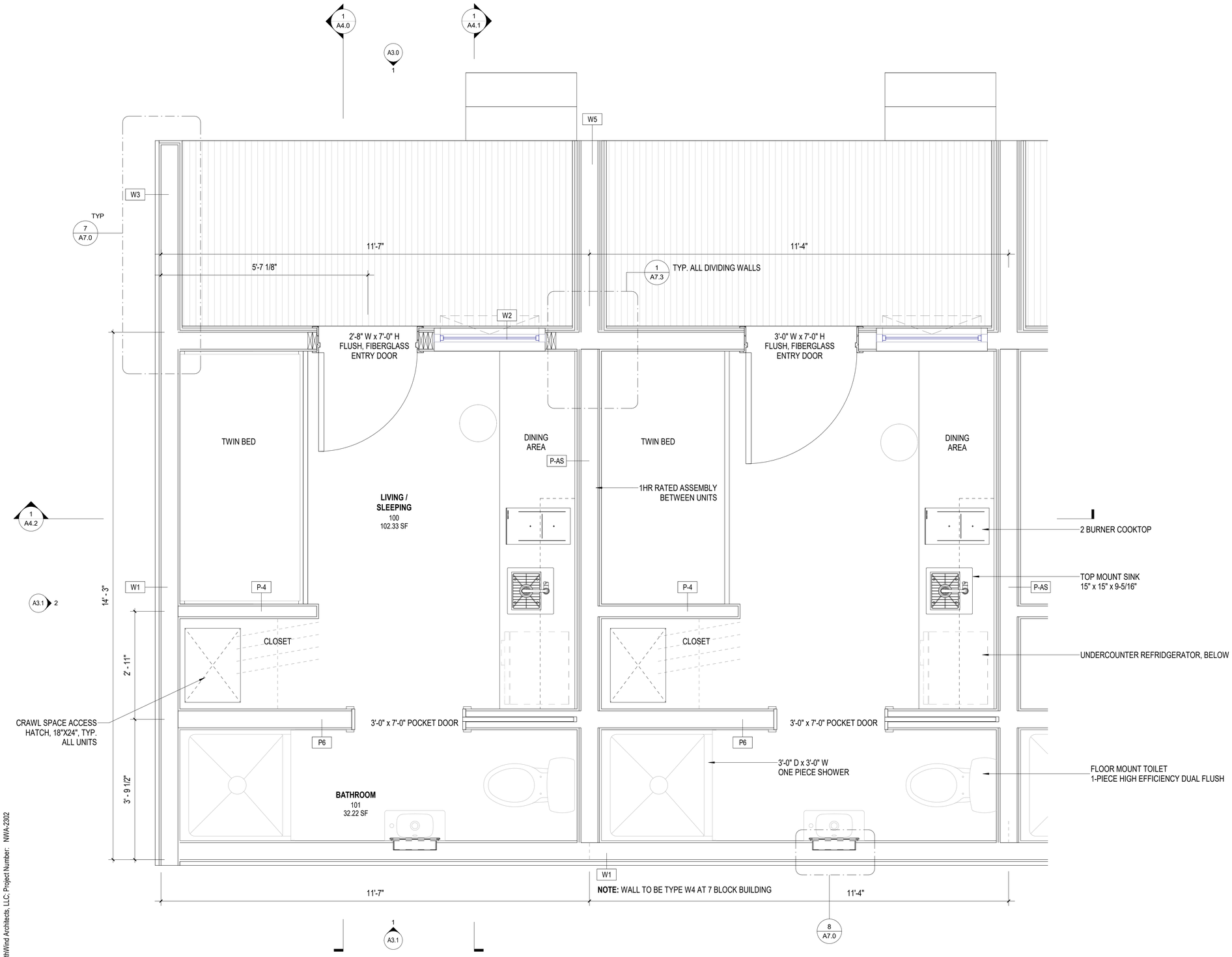
SHEET TITLE:
SITE PLAN

CHECKED	Approver
DRAWN	Author

issue	date	description

SHEET # **G1.1**

ISSUE DATE 01/17/2024



1 STANDARD SINGLE UNIT FLOOR PLAN
3/4" = 1'-0"

GENERAL NOTES:

1. CONTRACTOR SHALL FIELD VERIFY ACTUAL BUILDING CONDITIONS AND DIMENSIONS. WHERE DISCREPANCIES OR CONFLICTS ARE FOUND, NOTIFY ARCHITECT PRIOR TO COMMENCING WORK.
2. DO NOT SCALE OFF OF DRAWINGS.
3. DIMENSIONS ARE TO GRIDLINE, FACE OR CENTER OF FRAMING UNO.
4. WHERE DOOR OPENINGS ARE NOT DIMENSIONED, LOCATE DOOR OPENINGS TO ENSURE 3" MIN JAMB FRAMING.

01/17/2024

NorthWind Architects, LLC
126 Seward St
Juneau, AK 99801
Ph #907.586.6150
www.northwindarch.com

1" ACTUAL

IF THE ABOVE DIMENSION DOES NOT MEASURE ONE INCH (1") EXACTLY, THIS DRAWING WILL HAVE BEEN ENLARGED OR REDUCED, AFFECTING ALL LABEL SCALES.

Hitx'i Sáani 'Little Houses' Community

SITKA HOMELESS COALITION
US Survey 3695 Lot 3
SITKA, ALASKA

SHEET TITLE:
STANDARD UNIT FLOOR PLAN

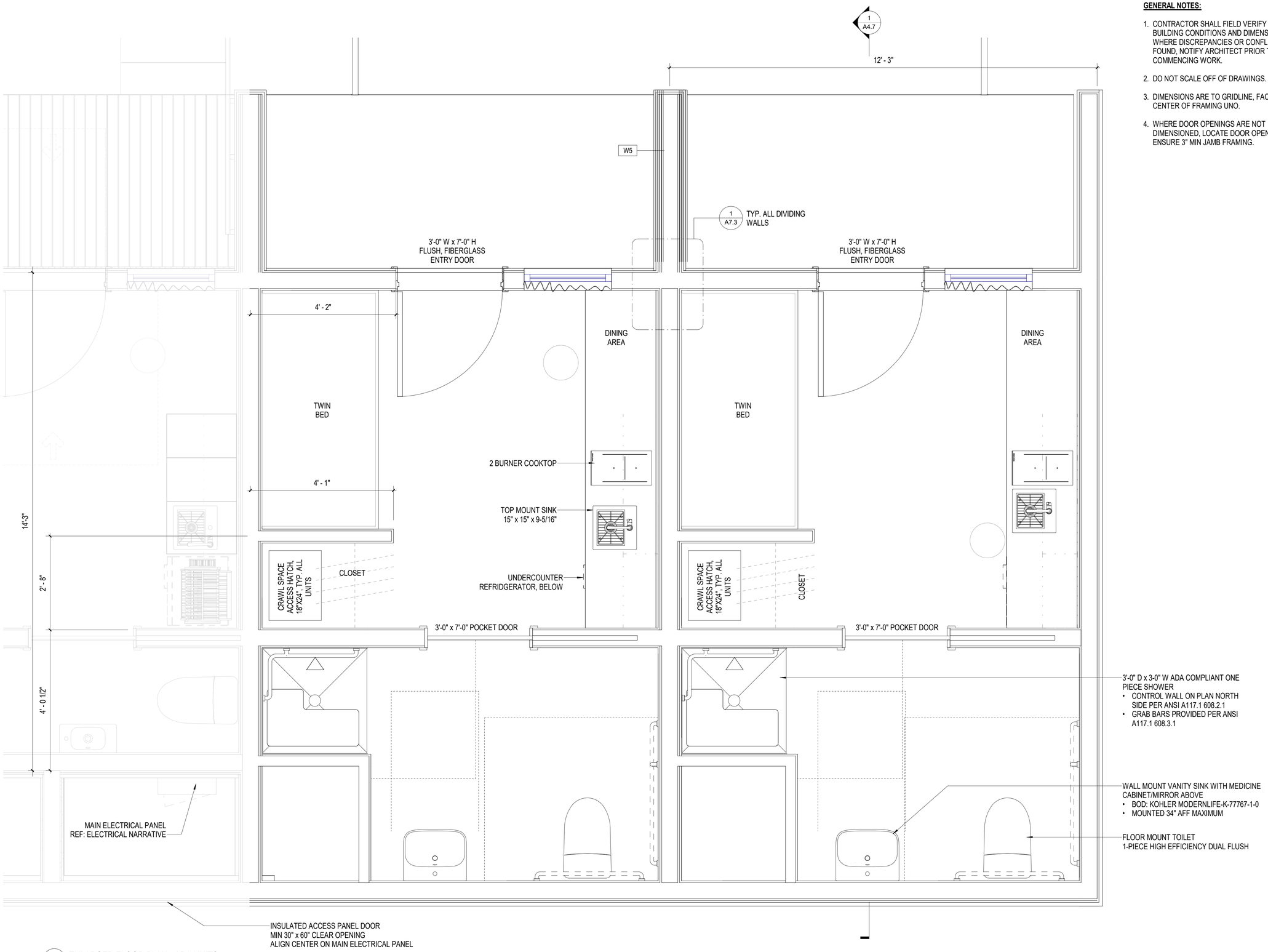
CHECKED	Approver
DRAWN	Author

issue	date	description

SHEET # **A2.0**

ISSUE DATE 01/17/2024

© NorthWind Architects, LLC; Project Number: NWA-2302



2 ENLARGED FLOOR PLAN - ADA UNITS
3/4" = 1'-0"

GENERAL NOTES:

1. CONTRACTOR SHALL FIELD VERIFY ACTUAL BUILDING CONDITIONS AND DIMENSIONS. WHERE DISCREPANCIES OR CONFLICTS ARE FOUND, NOTIFY ARCHITECT PRIOR TO COMMENCING WORK.
2. DO NOT SCALE OFF OF DRAWINGS.
3. DIMENSIONS ARE TO GRIDLINE, FACE OR CENTER OF FRAMING UNO.
4. WHERE DOOR OPENINGS ARE NOT DIMENSIONED, LOCATE DOOR OPENINGS TO ENSURE 3" MIN JAMB FRAMING.

01/17/2024

NorthWind Architects, LLC
126 Seward St
Juneau, AK 99801
Ph #907.586.6150
www.northwindarch.com

1" ACTUAL

IF THE ABOVE DIMENSION DOES NOT MEASURE ONE INCH (1") EXACTLY, THIS DRAWING WILL HAVE BEEN ENLARGED OR REDUCED, AFFECTING ALL LABEL SCALES.

Hitx'i Sáani 'Little Houses' Community

SITKA HOMELESS COALITION
US Survey 3695 Lot 3
SITKA, ALASKA

SHEET TITLE:
ADA UNIT FLOOR PLAN

CHECKED	Approver
DRAWN	Author

issue	date	description

SHEET # **A2.1**

ISSUE DATE 01/17/2024

@ NorthWind Architects, LLC, Project Number: NWA-2302

NorthWind
Architects, LLC

March 27, 2024
City & Borough of Sitka – Planning Commission
100 Lincoln St.
Sitka, AK 99835

Letter of Intent for Parking Setback Variance for:
NHN Sawmill Creek Rd
US Survey 3695 Lot 3
Parcel #: 3-0290-000
Sitka, AK 99835

Dear Commissioners:

We would like to make a formal request for a variance for the otherwise required number of parking spaces for the Sitka Homeless Coalition's Hitx'i Sáani 'Little Houses' Community Project. Sitka Homeless Coalition (SHC) plans to construct a permanent supportive housing project that will have 12 residential units, a caretaker unit, and a services building. The project will provide affordable housing for the chronically homeless as well as essential services, such as behavioral health services, employment services, and individualized support on-site.

Parking:
In an effort to maximize open space in the area around the buildings and minimize overall site impact, we would like to formally request a variance to allow the project to have 7 total parking spaces. We arrived at this number after reviewing the proposed program, target population and established precedent in other communities in Alaska.

The specific use of this development is fairly unique in Alaska and rather ill-fitting within the Sitka Municipal Code. A strict 'closest fit' parking calculation in terms of the listed uses and their parking requirements in the zoning code would result in at least 27 parking spaces: (13 Residential Units x 1.5) + (2000 GSF Service Building (Business) / 300).

Looking at similar projects across the state for precedent projects with similar typologies and targeting chronically homeless populations:

- Winter House in Bethel: A 24-unit, 8700 sf supportive housing project: 8 parking spaces.
- Home Plate Apartments in Nome: A 15-unit studio apartment building for single occupancy with an on-site property manager's unit, onsite medical and mental health clinic with space for individual counseling: 9 parking spaces.

Sitka Homeless Coalition's (SHC) target population for the project is the chronically homeless. Based on SHC's experience, we believe that most of the possible clients that will occupy units in the project will not have vehicles. We recognize that SHC staff, service providers and visitors will need access to off-street parking. We feel that 7 parking spaces will be more than ample for the program and occupants, allocating: 1 Caretaker space, 2 Staff spaces, 1 Service Provider space and 3 Resident/Visitor spaces.

Thank you for your consideration.

Thank you,

E. David Hurley, AIA
Principal Architect
NorthWind Architects, LLC

Andew Hinton
Executive Director
Sitka Homeless Coalition

Sean M Boily AIA
Principal Architect

James Bibb AIA
Principal Architect

David Hurley AIA
Principal Architect

126 Seward Street
Juneau, AK 99801

p.907.586.6150
f.907.586.6181

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: I am requesting that I be granted a variance to reduce the setback on the west side of my property from 14' to 7'. The reduction will allow me to place my home strategically on the property so I do not block my direct neighbors view from their deck.

PROPERTY INFORMATION:

CURRENT ZONING: Waterfront District PROPOSED ZONING (if applicable): _____

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

APPLICANT INFORMATION:

PROPERTY OWNER: Diana Twaddle

PROPERTY OWNER ADDRESS: PO Box 2554 Sitka AK 99835

STREET ADDRESS OF PROPERTY: 450 Alice Loop Sitka AK 99835

APPLICANT'S NAME: Diana Twaddle

MAILING ADDRESS: PO Box 2554 Sitka AK 99835

EMAIL ADDRESS: dt99835@gmail.com DAYTIME PHONE: 907-623-7886

Last Name Date Submitted Project Address

REQUIRED SUPPLEMENTAL INFORMATION:

For All Applications:

- [x] Completed General Application form
- [x] Supplemental Application (Variance, CUP, Plat, Zoning Amendment)
- [x] Site Plan showing all existing and proposed structures with dimensions and location of utilities
- [x] 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.

Diana Twaddle _____ 4-8-24 _____

Owner Date

_____ _____

Owner Date

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

_____ _____

Applicant (If different than owner) Date

Last Name Date Submitted Project Address

CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT
SUPPLEMENTAL APPLICATION FORM
VARIANCE

APPLICATION FOR

- [ ] ZONING VARIANCE – MINOR EXPANSIONS, SMALL STRUCTURES, FENCES, SIGNS
- [x] 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.**

I am requesting a variance to reduce the setback on the west side of my home from 14' to 7'.

This will allow me to place the home so it does not block the neighbors view from their deck.

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

- **TRAFFIC** This will not impacet any traffic.
- **PARKING** The lot has ample parking and parking will not be impacted.
- **NOISE** The request does not impact noise.
- **PUBLIC HEALTH AND SAFETY** There is not public and health safety concern with the request.
- **HABITAT** There is not impact to habitat.
- **PROPERTY VALUE/NEIGHBORHOOD HARMONY** The decreased setback of 7'will allow for neighborhood harmony and could potentially help my behind neighbors property value.
- **COMPREHENSIVE PLAN** Decrese the setback from 14' to 7' to allow me to place my home on the property so it will not block the behind neighbors view from thier deck.

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:**

My request will allow me to place my home strategically to not block my behind neighbors view from their deck.

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 will allow neighborhood harmony. My direct neighbors view from thier deck will not be blocked.

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** DT

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

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

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

_____

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

_____

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

Platting Variance *(Sitka General Code 21.48.010)*

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

_____

_____

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

ANY ADDITIONAL COMMENTS _____

This variance will allow year round local Sitkan's to enjoy the view from thier deck and not have it obstructed by the placement of my home on my property.

Diana Twaddle	4-8-24
Applicant	Date

Twaddle	4-8-24	450 Alice Loop
Last Name	Date Submitted	Project Address

Nome Community Center, Inc.

Post Office Box 98
Nome, Alaska 99762
Website: www.nomecc.org

Phone: 907-443-5259
Fax: 907-443-2990
rschneider@nomecc.org

January 4, 2022

Nome Planning Commission
City of Nome

Dear Commissioners,

I would like to make a formal request for a variance for the otherwise required number of parking spaces for the housing first project that is planned for lots on the north east side of Nome.

Our target population for the project is chronic homeless. We don't believe any of the possible tenants that will occupy units in the building have driver's licenses or own vehicles. We recognize that service providers and visitors will need access to off-street parking. In an effort to maintain as much open space on the lots around the building, we would like to formally request a variance to allow the project to have eight parking spaces.

The building will be 8700 square feet and will be situated on three city lots. We have incorporated green space in to the plan and do not want unnecessary parking spaces to tie up space on the property that could be used for picnicking, visiting, social calls and outdoor events.

If you have questions or need additional information, please let me know.

Sincerely,

Rhonda M. Schneider

Rhonda Schneider
Executive Director

DOWL

February 15, 2023

Dena Strait
DD Strait Consulting, LLC
3705 Arctic Boulevard #1348
Anchorage, AK 99503

Subject: Bethel Permanent Supportive Housing (Bethel Winter House) – Concurrency on Required Parking Determination

Dear Ms. Strait:

DOWL, on behalf of the City of Bethel, has reviewed the applicant's request of an updated review and determination of required off-street parking spaces for the Bethel Permanent Supportive Housing (PSH) project. DOWL concurs with the applicant's request.

The request to update the determination of parking required is based on two factors. First, the applicant has increased the projected PSH housing unit count from 23 to 47 total occupants. Second, the applicant contends that the proposed supportive housing does not fall under a conventional occupancy type as stipulated in the off-street parking space requirement table in Bethel Municipal Code (BMC) 18.48.160.D. Instead, due to the use, the applicant is requesting a parking determination based on BMC 18.48.160.C, which states, "Parking requirements for types of structures or uses not specifically listed in this section shall be determined by the land use administrator based on comparable uses listed in this chapter or on standards recommended by a professional planning or engineering organization."

Winter House's request for a parking determination is based primarily on the absence of car ownership of tenants in permanent supportive housing. The existing Bethel Winter House (BWH) and the proposed PSH will share on-site parking. Based on the information provided in the letter from MRV Architects, dated January 25, 2023, the applicant has referenced the Institute of Transportation Engineers (ITE) Parking Generation Manual's Senior Housing occupancy data as this is the better representation of a facility that houses residents who generally do not have cars and provided parking is primarily for staff and caregivers. With 47 proposed dwelling units and a ITE Parking Generation Manual requirement of .38 parking spots per dwelling unit for the weekday peak demand, the facility would require 18 parking spaces. The applicant plans to provide 21 spaces total.

Finally, BWH staff monitored use of the current parking area from the end of 2021 to May 2022. On average, the tally found an average of 4.56 vehicles on-site at any one time. These tallies do not exceed the currently provided 17 spaces and the proposed 21 spaces.

DOWL concurs with the findings of the applicant's representative and support the requested parking determination to provide 21 parking spaces, at this project site, for the specifically detailed business operations as detailed in this letter. Any change in the current use will require re-evaluation by the City of Bethel Planning Director and this concurrence letter will no longer apply.

Please note that the issuance of this letter does not preclude the city from requesting additional information, nor does it prevent the applicant from providing more information during the ensuing

application process. Please contact me by phone at (907) 562-2000 or via email at lchmielowski@dowl.com, with any questions.

Sincerely,

LaQuita Chmielowski, P.E., LEED AP
Senior Land Use Planning Manager, DOWL
Consulting Planner for City of Bethel

Fwd: Sitka

Michelle DeWitt <michelle@bcsfoundation.org>
Sun 4/7/2024 9:56 AM
To:Ben Kraft <ben@northwindarch.com>

2 attachments (3 MB)
COB-Parking-Concurrence Letter_BWH_02-15-23.pdf; MRV Parking Analysis, Rev 1.25.2023-final.pdf;

Per Dena's note below, there are 21 parking spots at BWH.
Attached are the letters between our design firm and the City to confirm that that number would be both adequate for this type of facility and acceptably by the City.

Michelle DeWitt
she/her/hers
Bethel Community Services Foundation
Executive Director
PO Box 2189
Bethel, AK 99559

---------- Forwarded message ---------
From: **Dena Strait** <ddstrait@ddstrait.com>
Date: Sat, Apr 6, 2024 at 9:02 AM
Subject: Re: Sitka
To: Michelle DeWitt <michelle@bcsfoundation.org>
Cc: Jaela Milford <jmilford@bethelwinterhouse.org>

We have 21 spots officially. Attached is MRV's request for the count we have and the city's concurrence with that count.

DD Strait Consulting, LLC
Dena D. Strait, Licensed Architect, Project Manager and Owner's Representative
ddstrait@ddstrait.com
(907) 440-9443

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MRV
ARCHITECTS
ARCHITECTURE PLANNING INTERIORS

January 25, 2023

City of Bethel Planning Department
Attn: Ms. LaQuita Chmielowski
204 Chief Eddie Hoffman Hwy.
Bethel, AK 99559

Subject: Bethel Permanent Supportive Housing (PSH) Project – Required off-street parking

Dear Ms. Chmielowski

We are writing to request an updated review and determination of required off-street parking spaces for the Bethel Permanent Supportive Housing project. Briefly, the PSH project will provide 24 SRO independent apartment rooms serving the vulnerable homeless population in Bethel. The new facility will be built adjoining the existing Bethel Winter House (BWH), sharing parking, and covered entry. The current parking lot is identified as expanded from the current maximum of 17 spaces to 21, infilling an un-vegetated area adjoining the existing parking.

An updated determination of parking requirement is needed for two reasons. First, Bethel Community Services Foundation, as project developer, has been able to increase the new housing unit count from 20 to 24, based on additional fund-raising. This size increase was previously identified as a potential in correspondence submitted to the City of Bethel in May 2022.

Attached is earlier correspondence from Mr. Ted Meyer, City Planner, dated August 2, 2022. His analysis is based on using the parking requirements for boarding and lodging facilities as the most comparable type of use. Although this is a similar occupancy type, the supportive housing to be constructed in Bethel is a very specific and unusual occupancy, justifying a variation from the more conventional occupancy types as allowed under BMC 18.48.160.C, generating parking requirements closer to the actual use patterns anticipated.

The key factor to consider here is that the individuals who will be housed in the new facility -- chronically homeless individuals -- simply do not own vehicles. This means that the functional parking needs for this particular housing category should be focused for staff, care providers, and visitors.

Given the shared parking lot situation with BWH, both facilities must be considered together. Because the City of Bethel municipal code does not have a similar occupancy in the zoning regulations, we propose using the Senior Housing occupancy data as found in the ITE Parking Generation Manual. This is the best representation to the BWH and PSH occupancy where the guests generally do not have cars and the parking lot is primarily for staff and caregivers. Utilizing this manual for the combined facility generates the following counts: Bethel Winter House has a sleeping

occupant load of 23, and the new Supportive Housing will provide 24 single occupant units, for 47 total occupants. At .38 parking spot per dwelling unit, the facility requirement would round up to 10 spots. The parking spot/dwelling unit ratio within the manual appears to include staff. It is important to note that BWH does not have 23 units, but rather 23 individuals can sleep in the open room provided on cots, thus making the parking count of 10 likely higher than needed. The attached BWH parking tally shows less than 10 cars parked over an entire week. Therefore, we believe the current design, with 21 spaces overall, provides an abundance of parking relative to what is needed.

As additional background, MRV Architects has designed and constructed two phases of identical supportive housing in Juneau, with 32 units in both phases. Similar to Bethel, the City of Juneau did not have a parking use category that was specific to supportive housing. A variance was granted to provide parking focused on staff, support, and on-site clinic uses. A total of only three spaces were designated to the 64 housing units themselves. To date after five years of operation, no concerns with parking have arisen and there have been no situations where occupants had cars.

To provide additional context for this important decision, staff at Bethel Winter House monitored the use of the current parking area from the end of 2021 to May of 2022. This tally is attached. Please note that facility renovation was being completed during that time, so some vehicles were those of construction workers.

Per the BWH Executive Director, the greatest count of cars in the parking lot at any one time to date has been six during a board meeting. The average daily count is four cars in the morning, which typically reduces to one after lunch. All of these counts are well under the current 17 spaces available, and the proposed 21 spots to be developed with the project.

We appreciate your consideration of this request. If you have any questions, please do not hesitate to contact us at paul@mrvarchitects.com or (907) 586-1371.

Sincerely,

Paul Voelckers, President

MRV Architects

Gmail

Dena Strait <ddstrait@ddstrait.com>

Information for Planned Bethel Permanent Supportive Housing Project

3 messages

Ted Meyer <tmeyer@cityofbethel.net> Tue, Aug 2, 2022 at 5:02 PM
To: Dena Strait <ddstrait@ddstrait.com>
Cc: Peter Williams <pwilliams@cityofbethel.net>, Pauline Boratko <pboratko@cityofbethel.net>

Hi Dena,

I'm writing to give you the information you've requested regarding the planned 2023 Bethel Permanent Supportive Housing Project:

1. **Need for a Conditional Use Permit?**

A Conditional Use Permit was approved by the Planning Commission in October 2020 for use and operation of a homeless shelter, in a structure called the Bethel Winter House, at 127 Atsaq Street. According to your recent 2022 plans, the planned 20-unit Bethel Permanent Supportive Housing structure will be an attached addition to the existing Bethel Winter House (homeless shelter), owned by the same entity. Unlike the existing homeless shelter that has one group room for overnight guests, the new Supportive Housing structure will consist of 20 apartment-style units for housing longer term guests. This new attached structure will share the same front entrance with the homeless shelter, and share the same administration and staff, maintenance, laundry facilities, and dining room. As this new wing addition is an expansion of the existing building with the same already-approved use, a Conditional Use Permit is not required.

Additionally, the Winter House Homeless Shelter approved by the Planning Commission in October 2020, included a statement in the CUP application that providing emergency shelter would be followed by transitional housing, giving their clients the tools and skills they need to become self-sufficient.

2. **Required Parking Spaces**

BMC 18.48.160 (C) provides that parking requirements for types of structures or uses not specifically listed (such as a homeless shelter), shall be determined by the land use administrator based on comparable uses listed in the chapter, or on standards recommended by a professional planning or engineering organization. The type of use found most comparable by this planner, are boarding and lodging facilities. This type of use was also specifically referred to in this planner's 2020 CUP report findings submitted to the Planning Commission for the Bethel Winter House homeless shelter, as well.

BMC 18.48.160 (B) (17) (Boarding and Lodging Facilities), requires one parking space per room. This provision would require 20 parking spaces for the 20 individual guest units in the planned new Supportive Structure wing, and one parking space for the one group room in the existing homeless shelter wing, for a total of 21 parking spaces. As it is anticipated that most guests will not own vehicles, 21 guest parking spaces for the property should be sufficient. Twenty-one parking spaces are shown on the site plan drawing.

Please contact me if you have any question. Thanks.

Ted.

Ted Meyer

City Planner, City of Bethel

1155 Ridgecrest Drive

PO Box 1388

Bethel, AK 99559

tmeyer@cityofbethel.net

(907) 543-5306

	Parking Pre Week	Guests	BWH	Other	Total count for the entire week
1	11/21/2021	1	1	3	5
2	11/28/2021	0	1	3	4
3	12/5/2021	1	1	3	5
4	12/12/2021	0	1	3	4
5	12/19/2021	0	2	4	6
6	12/26/2021	0	1	3	4
7	1/2/2022	0	1	4	5
8	1/9/2022	0	2	3	5
9	1/16/2022	0	1	2	3
10	1/23/2022	0	1	3	4
11	1/30/2022	0	1	3	4
12	2/6/2022	0	1	3	4
13	2/13/2022	1	1	3	5
14	2/20/2022	0	1	5	6
15	2/27/2022	0	1	3	4
16	3/6/2022	0	1	4	5
17	3/13/2022	0	1	4	5
18	3/20/2022	0	1	3	4
19	3/27/2022	0	2	3	5
20	4/3/2022	0	1	3	4
21	4/10/2022	0	2	3	5
22	4/17/2022	0	1	3	4
23	4/24/2022	0	1	3	4
24	5/1/2022	0	1	4	5
25	5/8/2022	0	1	4	5
					114
			Average per week:		**4.56**

The total columns above are from Jaela Milford, Bethel Winter House Executive Director, on 5-10-22. They represent the number of different cars that were in the lot over the course of the entire week. They do not represent the total number of cars on the site at any one time.