CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS
1332 Seward Ave.
Room 229
Sitka, AK
(907)747-1811

Meeting Agenda

City and Borough Assembly

Mayor Mim McConnell
Deputy Mayor Matt Hunter
Vice-Deputy Mayor Benjamin Miyasato
Aaron Swanson, Steven Eisenbeisz
Tristan Guevin, and Bob Potrzuski

Municipal Administrator: Mark Gorman
Municipal Attorney: Robin L. Koutchak
Municipal Clerk: Sara Peterson, CMC

Tuesday, January 12, 2016 | **6:00 PM** | **Assembly Chambers**

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

IV. CORRESPONDENCE/AGENDA CHANGES

16-009 Reminders, Calendars and General Correspondence

Attachments: Reminders and Calendars
Public Works Update
Marijuana Control Board

V. CEREMONIAL MATTERS

16-004 Sister City Proclamation

Attachments: Sister City Proclamation

VI. SPECIAL REPORTS: Government to Government, Municipal Boards/Commissions/Committees, Sitka Community Hospital, Municipal Departments, School District, Students and Guests (time limits apply)

VII. 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 mayor imposes other time constraints at the beginning of the agenda item.

VIII. REPORTS

a. Mayor, b. Administrator, c. Attorney, d. Liaison Representatives, e. Clerk, f. Other

IX. CONSENT AGENDA

All matters under Item IX Consent Agenda are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

A 16-001 Approve the minutes of the December 22, 2015 Assembly meeting

Attachments: Consent and Minutes

B 16-002 Approve liquor license renewal applications for American Legion Post #13, Sea Mountain Restaurant & 19th Hole, Nugget Restaurant, House of Liquor, Ludvig's Bistro, Agave Mexican Restaurant, Larkspur Cafe, and Dove Island Lodge

Attachments: Liquor License Renewals

C 16-003 Approve the Sitka Jet, Inc. dba Sitka Hotel as a new liquor licensed premise under the Beverage Dispensary-Tourism designation

Attachments: Sitka Hotel liquor license

D ORD 16-01 Authorizing the sale of a portion of Lot 1 Dodson-Holzman Subdivision (first reading)

Attachments: Motion Ordinance 2016-01

Ordinance 2016-01

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

E 16-006 Reappoint Peter Gorman to a term on the Historic Preservation Commission and appoint 1) Dorik Mechau to a term on the Library Commission, 2) Matthew Turner to an unexpired term on the Tree and Landscape Committee, 3) Lindsay Evans to an unexpired term on the Marijuana Advisory Committee, 4) Brian Richardson to an unexpired term on the Health Needs and Human Services Commission, and 5) James Mellema to a term on the Police and Fire Commission

Attachments: Motion
Gorman Historic Preservation
Mechau Library
Turner Tree and Landscape
Evans Marijuana
Richardson Health Needs
Mellema Police and Fire

F 16-007 Appoint Connie Sipe, Bryan Bertacchi, Steve Gage, David Lam, Mary Ann Hall and Mike Middleton (non-voting, ex-officio member) to the Sitka Community Hospital Board

Attachments: Motion
Memo
Ord 2015-37A Hospital Board
Middleton
Sipe
Bertacchi
Gage
Lam
Hall

XI. UNFINISHED BUSINESS:

G ORD 15-59 Amending Title 15 of the Sitka General Code to establish new solid waste disposal policies, clarify existing policies, and change rates and fees for solid waste disposal services at section 15.06.020 entitled "Solid Waste Disposal Policy and Rates", and section 15.06.035 entitled "Rates for Treatment and Collection"; to combine solid waste disposal policies previously set forth in section 15.06.025 into one comprehensive section 15.06.020; to establish definitions applicable to solid waste disposal policy in a new section 15.06.070, and to make clarifying edits

Attachments: Motion
Ord 2015-59
Copy of October 21 memo

XII. NEW BUSINESS:

H RES 16-01 Requesting the State Department of Law revise the 500 foot set-back provision in 3 AAC 306.010 (first and final reading)

Attachments: Res 2016-01

Marijuana Maps 500 Feet

Marijuana Maps 200 Feet

I 16-008 Approve a staff facilitated, community oriented new Comprehensive Plan

Attachments: Comprehensive Plan

J 16-005 Approve sending the Mayor to the Seatrade Cruise Global event in March to promote Sitka to the cruise industry

Attachments: Seatrade Cruise Global

XIII. PERSONS TO BE HEARD:

Public participation on any item on or off the agenda. Not to exceed 3 minutes for any individual.

XIV. EXECUTIVE SESSION

XV. ADJOURNMENT

Sara Peterson, CMC
Municipal Clerk
Publish: January 8

CITY AND BOROUGH OF SITKA

100 Lincoln Street,
Sitka, Alaska 99835

Legislation Details

File #:	16-009	**Version:**	1	**Name:**	
Type:	Item			**Status:**	AGENDA READY
File created:	1/6/2016			**In control:**	City and Borough Assembly
On agenda:	1/12/2016			**Final action:**	
Title:	Reminders, Calendars and General Correspondence				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Reminders and Calendars Public Works Update Marijuana Control Board				

Date	Ver.	Action By	Action	Result

REMINDERS

DATE	EVENT	TIME
Tuesday, January 12	Regular Meeting	6:00 PM
Tuesday, January 26	Worksession Citizens' Taskforce	5:00 PM
Tuesday, January 26	Regular Meeting	6:00 PM

Assembly Calendar

2015 Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec 2017

January 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27 Dec	28	29	30	31	1 Jan	2
	7:00pm Marijuana Advisory Committee				New Year's Day	
3	4	5	6	7	8	9
	7:00pm Marijuana Advisory 6:00pm Citizens' Taskforce	7:00pm Planning	7:00pm Library Board McConnell			
10	11	12	13	14	15	16
	7:00pm Marijuana Advisory	12:00pm Health Needs & Human Services Commission 6:00pm Regular Assembly Mtg	McConnell 6:00pm Port and Harbors 6:00pm Historic Preservation	McConnell 12:00pm LEPC 12:00pm Parks & Rec 12:00pm - 1:30pm SEDA Board Meeting	McConnell	McConnell
17	18	19	20	21	22	23
McConnell	McConnell 7:00pm Marijuana Advisory 6:00pm Citizens' Taskforce	McConnell 12:00pm Tree/Landscape 7:00pm Planning	McConnell	McConnell	McConnell	McConnell
24	25	26	27	28	29	30
	7:00pm Marijuana Advisory	5:00pm Worksession Potrzuski 6:00pm Regular Assembly Mtg	6:00pm Police and Fire Commission - Fire Hall			
31						

Assembly Calendar

2015 Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec 2017

February 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31 Jan	1 Feb	2	3	4	5	6
	7:00pm Marijuana Advisory 6:00pm Citizens' Taskforce	7:00pm Planning	7:00pm Library Board	12:00pm - 1:30pm SEDA Board Meeting		
7	8	9	10	11	12	13
	7:00pm Marijuana Advisory	12:00pm Health Needs & Human Services Commission 6:00pm Regular Assembly Mtg	6:00pm Port and Harbors 6:00pm Historic Preservation	12:00pm LEPC 12:00pm Parks & Rec		
14	15	16	17	18	19	20
	7:00pm Marijuana Advisory 6:00pm Citizens' Taskforce	12:00pm Tree/Landscape 7:00pm Planning				
21	22	23	24	25	26	27
	7:00pm Marijuana Advisory	6:00pm Regular Assembly Mtg	6:00pm Police and Fire Commission - Fire Hall			
28	29	1 Mar	2	3	4	5
	6:00pm Citizens' Taskforce	7:00pm Planning	7:00pm Library Board	12:00pm - 1:30pm SEDA Board Meeting		

PUBLIC WORKS ASSEMBLY UPDATE
WORK COMPLETED DECEMBER 2015

Kettleson Memorial Library Expansion:

Milestones this period

- Project is substantially complete.

Future Milestones

- Library staff will be coordinating the move into the new facility.

Background

The State funding of $5.7 million awarded to CBS is a direct appropriation with no funding match requirements. A private donation of $400,000 has also been given to the project by the John J. and Eleanor Brust Family and the City has committed $200,000 in CPET funding and $357,000 from the General Fund. The Friends of the Library have also raised almost $90,000. $350,000 of the budget was allocated to the Centennial Hall Parking Lot Project to relocate the Swan Lake storm drain, leaving a current project budget of approximately $6.4 million for the expansion and renovation of the Library.

Harrigan Centennial Hall (HCH) Renewal:

Milestones This Period

- The reconstructed and expanded areas of the Auditorium, kitchen, restrooms and meeting rooms are completely framed and sheathed.
- All low-slope roofs are decked, insulated and granulated membrane installed.
- The new Museum is framed and sheathed/decked with roof insulation and shingles installed.
- Installation of underground utilities (sewer piping, electrical/data/AV conduits) completed in interior areas.
- New slabs are poured in Auditorium, Concourse, meeting rooms, and restrooms .
- Post-tensioning of existing Auditorium Glu-Lam Beams successfully completed.
- Interior walls and electrical/wastewater utilities progressing in new Kitchen area.

Future Milestones

- Complete floor slabs in Lobby and Museum.
- Complete roofing of Lobby with the goal to have the full building enclosed.
- Complete exterior wall shell (wrap & insulation) in preparation for windows and siding.
- Initiate interior framing and wall finishes in the new restrooms, meeting rooms, offices, lobby/reception areas, Auditorium and Museum.
- Rough-in plumbing, fire suppression, electrical/data/AV, and HVAC throughout.
- Award AV Equipment contract.
- Substantial completion anticipated on or before December 20, 2016.

Background

The current funding includes four State grants totaling $11,500,000; a $1,991,271 FY'10 Legislative Grant designated for a lightering facility visitor's center (previously planned for under the O'Connell Bridge), $1,180,000 FY'11 CPET Head Tax grant, $1,400,000 Marine Passenger Funds, and a $232,620 heat pump grant for a total project budget/funds of $16.3 million.

Airport Terminal Upgrades:

Milestones This Period

- The Transportation Security Administration (TSA) is reviewing our grant request for the design of improvements to the TSA baggage screening room, and the luggage "bag bay."
- TSA has prioritized a "Checked Baggage Explosives Detection System" project at Sitka Rocky Gutierrez Airport, based on a grant application submitted in Fall 2014. CBS responded to their requests for more information.

Future Milestones

- If grant is awarded, amend planning contract with MCG to include design of TSA baggage screening improvements.

Background

The original project included design of improvements to the baggage makeup and TSA baggage screening areas, which will primarily be covered by a TSA grant. Funding collected from a previous PFC program amounts to $275,000 and can be used to scope passenger-flow improvement options.

Baranof Warm Springs Dock Replacement:

Milestones This Period

- ADOT continues to redesign the project to fit within available funds.

Future Milestones

- Re-bid project in early 2016.
- Construction completion Fall 2016.

Background

The City and Borough of Sitka (CBS) received a $1,900,000 FY2013 Alaska Legislature Grant to reconstruct the Baranof Warm Springs Dock. The funding was provided with the understanding that CBS would assume ownership and maintenance responsibilities for the dock once it is reconstructed. The Assembly approved the Administrator to execute a Memorandum of Agreement with the Alaska Department of Transportation and Public Facilities (ADOT&PF) for completion of the Baranof Warm Springs Dock Reconstruction and Ownership Transfer. ADOT&PF will be reimbursed the cost of designing and constructing the improvements from the FY13 Legislative Grant.

Sitka Transient Float Replacement:

Milestones This Period

- Submittal review ongoing.
- Northern Construction Service (NCS) is in the process of assembling fabricated float components at Halibut Point Marine (HPM).
- Assembled floats are tied up to lightering float at HPM.
- Puffin Electric has begun electrical installation at Eliason Harbor Drive-down float.

Future Milestones

- Pile installation to begin in early 2016.
- Substantial Completion required by March 15, 2016.

Background

CBS received a FY15 State of Alaska Municipal Harbor Facility Matching Grant, for the Sitka Transient Float Replacement Project, which will cover 50% of eligible construction costs not to exceed 2,700,000 in match funding. CBS has allocated a total of $3,450,000 from the Harbor Enterprise Fund, ~$198,000 from unspent ANB Harbor bond proceeds, and $500,000 from the CBS Electric Fund for the project for a total budget of $6,848,000.

Seaplane Base:

Milestones This Period

- The Assembly approved award of a professional service contract to DOWL to update the Sitka Seaplane Base siting study and Airport Layout Plan (ALP) on December 8, 2015.
- Notice of Award sent to DOWL.

Future Milestones

- Finalize updated Siting Study by May 31, 2016.

Background

In August 2002, the Sitka Seaplane Base Master Plan was completed and includes a Condition & Needs Assessment and Master Plan Alternatives Report. The plan considered 12 alternative sites for a new seaplane base and found the north end of Japonksi Island, between the Coast Guard Base and the cove behind the SEARHC buildings on Seward Avenue was the best alternative. In February 2009, the Assembly unanimously approved Resolution 2009-35 "Supporting the development of the Sitka Seaplane Base." This approved staff applying for and executing a Federal Aviation Administration Airport Improvement Program grant for up to $500,000 to develop the siting plan, issues resolution, design, environmental, and permitting phases of the project. Utilizing proceeds from that grant, in June 2012, an updated Sitka Seaplane Base Siting Analysis was completed which considered a new site and redevelopment of the existing site in addition to the previously recommended Japonski site. The Japonski site was again selected as the preferred site. The findings of this study were presented to the Port and Harbors Commission on April 11, 2012 where they unanimously approved further study of the Japonski Island site. SEARHC has provided very encouraging feedback on the possibility of providing uplands access for a new municipal seaplane base.

Gary Paxton Industrial Park Dock:

Milestones this Period

- R&M Engineering – Ketchikan completed a feasibility study of floating dock to include work session/discussion with Gary Paxton Industrial Park (GPIP) Board.
- GPIP Board unanimously recommended that Public Works issue a Design/Build Request for Proposals (RFP) for installation of a floating dock at the Gary Paxton Industrial Park.

Future Milestones

- Staff work with Moffat & Nichol to develop a Design/Build RFP.

Background

The project is funded by a designated Legislative Grant, administered by the State of Alaska, Dept. of Commerce, Community & Economic Development, and Division of Community & Regional Affairs. The total amount of the grant is $7.5 million. On the local level, the project is administered by Public Works and the GPIP Director, Garry White. The firm of Moffatt & Nichol (M&N) has been awarded a contract to provide the design for the GPIP Dock Project and will assist CBS with the D/B RFP and serve as the Owner's Representative during proposal evaluation and construction.

Edgecumbe Drive Street Reconstruction:

Milestones This Period

- Contractor completed splitter islands at the Kimsham roundabout and installed MUP-specific signs.

Future Milestones

- Achieve Substantial Completion. Expected to be complete by end of January 2016.
- Completion of outstanding work items and punch list.
- Installation of Rectangular Rapid-Flashing Beacons (RRFBs) at the Kashevaroff and Kostrometinoff intersections by the end of February 2016.

Background

The project includes drainage, sidewalk, curb and gutter, road subgrade and pavement improvements on Edgecumbe Drive from Peterson Street to Cascade Creek Road. The total project budget is $5.46M. The Assembly approved award of a design-build contract to S&S for $4,636,500 on May 27, 2014.

Jeff Davis Street Water and Sewer Improvements:

Milestones This Period

- Reviewed responses to our Request for Qualifications, issued in November.
- Negotiated contract terms with the selected consultant – PND Engineers, Inc., out of Juneau.
- Assembly approved award of a professional services contract to PND on December 22, 2015.

Future Milestones

- Notice of Award to PND first week of January 2016.
- Public meeting scheduled for February 2016.
- Advertise for construction bids on May 2016.

Background

The project includes replacement of approximately ~50-year old undersized water main with new, large diameter pipe within Jeff Davis Street and replacing the existing storm drainage infrastructure, pavement, curb, gutter and sidewalks. The project will also improve the sewer service to four homes on Jeff Davis Street currently served by a collection main crossing private property. Funding for the project is provided by the following sources; $644,000 FY2015 ADEC Grant, $812,000 FY2014 ADEC Water Loan and $245,000 from 2016 General Fund.

Eagle Way and Old Harbor Mountain Road Utility and Road Upgrades:

Milestones This Period

- 95% plans were submitted to CBS for review.

Future Milestones

- Advertisement for bids in early 2016.
- Construction is anticipated summer 2016.

Background

The project will include a minimum of 24-foot-wide paved road with possible pedestrian amenities and storm drainage and a new water main and services within Eagle Way. The project will also include a minimum of 24-foot wide paved road and storm drain improvements within Old Harbor Mountain Road. Funding for the project consists of a $1,500,000 2013 Commerce Community and Economic Development Grant.

Nelson Logging Road Upgrades:

Milestones This Period

- Consultant working on revisions to Phase 1 Preliminary Engineering Report based on CBS comments.

Future Milestones

- Phase 2 Final Design authorization early 2016.
- Construction is anticipated as early as summer 2016 to fall 2017.

Background

The project includes replacing both inadequate bridges and upgrading Nelson Logging Road. The scope may also include road realignment(s) and widening to accommodate two-way traffic. Funding for the project is provided by $2,343,000 2013 Commerce Community and Economic Development Grant.

Ultra Violet (UV) Disinfection Facility:

Milestones This Period

- Additional work to include additional equipment to improve functionality in progress and scheduled to be completed in early 2016.

Future Milestones

- Final Completion early 2016.

Background

The Blue Lake drinking water system is a surface water system, which must comply with the EPA Enhanced Surface Water Treatment Rules (ESWTRs). The UV Disinfection Facility will provide the additional microbial and disinfection controls required under the ESWTRs. The current total project cost estimate is $8,966,000. Funding for this project is provided by State of Alaska Department of Environmental Conservation (ADEC) loans and grants:

$4,000,000 FY 2011 ADEC Loan (Includes $2,500,000 financed with $1,500,000 subsidized)
$2,550,000 FY 2012 ADEC Loan
$3,500,000 FY 2012 ADEC Grant (30% local match requirement).
$2,061,000 FY 2013 ADEC Grant (30% local match requirement).
$12,111,000 Total Project Funding

South Kramer Debris Removal and Repair:

Milestones This Period

- Debris removal completed.
- Ditch restoration along Kramer and water/sewer utility repairs 95% completed.

Future Milestones

- Substantial Completion by January 4, 2016.

Background

The Assembly passed Ordinance 15-44 on August 21, 2015 which declared a local government disaster declaration as a result of the slides of August 18, 2015, authorized the expenditure of local emergency funds, and requested that the Governor declare a Disaster Emergency to exist as described in AS 26.23 and provide State assistance to the CBS. Governor Walker authorized up to $1,000,000 from State Disaster Relief Funds to assist with the cleanup and recovery. These funds can be utilized to remove the debris from the right-of-way and restore municipal infrastructure to its pre-disaster condition. On October

27, 2015 the Assembly approved a total authorized budget of $1,500,000 for all costs related to the disaster declaration and authorized the Administrator to award all bids and execute all contracts necessary to complete the remaining disaster remediation work with a total not to exceed budget of $1,500,000.

Blue Lake Road, Green Lake Road and Water Plant Road Rehabilitation:

Milestones This Period

- CBS staff prepared plans and specifications for Blue Lake Road Repairs for internal and United State Forest Service review.

Future Milestones

- Advertise for Construction Bids for Blue Lake Road in January 2016.
- Complete plans and specifications for Green Lake Road and Water Plant Access Road in February 2016.

Background

The Assembly passed Ordinance 15-44 on August 21, 2015 which declared a local government disaster declaration as a result of the slides of August 18, 2015, authorized the expenditure of local emergency funds, and requested that the Governor declare a Disaster Emergency to exist as described in AS 26.23 and provide State assistance to the CBS. Governor Walker authorized up to $1,000,000 from State Disaster Relief Funds to assist with the cleanup and recovery. These funds can be utilized to remove the debris from the right-of-way and restore municipal infrastructure to its pre-disaster condition. On October 27, 2015 the Assembly approved a total authorized budget of $1,500,000 for all costs related to the disaster declaration and authorized the Administrator to award all bids and execute all contracts necessary to complete the remaining disaster remediation work with a total not to exceed budget of $1,500,000.

Sitka 2016-17 Paving Project:

Milestones This Period

- Request for Qualifications were complete for professional services November 2015.

Future Milestones

- Award design contract in January 2016.
- Complete design in April/May 2016.
- Advertise for Construction Bids May/June 2016.
- Award Construction Contract June/July 2016.
- Complete Construction by Fall 2017.

Background

The project includes new pavement and ADA required improvements with curb and gutter, storm drain improvements and sidewalk as applicable. Funding for the project is provided by the following sources:

$500,000 CBS Capital Improvement Lincoln Street – Jeff Davis to SNHP FY16
$1,130,000 CBS Capital Improvement Katlian Avenue FY16
$310,000 CBS Capital Improvement Gavin Street – Brady to Cascade FY15 & FY16
$1,940,000 Total Project Funding

Federal Land Access Program (FLAP) Grant: Phases 4&5:

Milestones This Period

- The construction crew has completed the Pherson Street access point and the trail to the BIHA property.

- MHLT is reviewing the final as-built for the portions of the trail that are on their property.
- As-built surveying is being finished up on all aspects of the trail.

Future Milestones

- Trailhead planning: bollards, trailhead signage, kiosks, and multiuse trail signage.
- The completion date is estimated around December 31, 2015.

Background

The City and Borough of Sitka has been awarded a $916,897 MAP-21 Federal Lands Access Program (FLAP) Grant for Phase 5 Cross Trail multimodal pathway (Cross TMP), Baranof Street and Yaw Drive connectors, by Western Federal Lands (WFL). The Assembly approved submission of the grant in Resolution 2013-03 in February 2013. Phase 4 of the project, a $926,000 STIP Grant for a multimodal pathway reconstruction and re-routing from Yaw Drive to the CBS property was funded by the Department of Transportation in the 2009 STIP. DOT planners, with the concurrence of Western Federal Lands (WFL) and CBS, initiated action to combine the two projects as a single $1.8 million grant and have the project managed by Western Federal Lands for greater efficiency and cost savings.

Federal Land Access Program (FLAP) Grant: Phase 6:

Milestones This Period

- Finalize and execute a reimbursable agreement with Western Federal Lands January 2016.

Future Milestones

- Hire a consulting company for planning, design, and complete environmental and permitting sometime in February 2016.
- The completion date is estimated around July 2016.

Background

The City and Borough of Sitka has been awarded a $250,000 MAP-21 Federal Lands Access Program (FLAP) Grant for Phase 6 Cross Trail multimodal pathway (Cross TMP), connector from Kramer Drive to Alaska Marine Ferry Terminal, by Western Federal Lands (WFL). The Assembly approved submission of the grant in Resolution 2014-06 in April 2014. The Western Federal Lands Access Program application was submitted in April 2014, and then awarded on July 26, 2014. This is listed as a FY16 budgeted project with Western Federal Lands Access Program.

Water

Locates were performed at various locations throughout the distribution system for work being performed by Coastal Excavation and homeowners.

With the Edgecumbe paving project complete, water operators located, inspected and cleaned the valve boxes on Edgecumbe Drive.

We experienced elevated turbidity (cloudiness) after the August 18th rain event. The drinking water rules require us to post a public notice when turbidity exceeds 5 NTU. Turbidity has no health effects, however it can interfere with disinfection and provide a medium for microbial growth. Our chlorine demand has not increased and the results of daily coliform testing have been well below the regulatory limits. Our disinfection has not been adversely effected. Staff have spent a significant amount of time investigating the cause of the elevated turbidities.

They have worked closely with the hydro staff in order to perform sampling throughout the lake and at the intake. We are still gathering data, but we believe disturbed glacial silt from the extreme rain events is the cause of the elevated turbidities. Glacial silt is very fine and can take long periods of time to settle. The turbidity levels continue to decline. We will be submitting a written request to DEC asking to classify this event as unusual and unpredictable. Weekly turbidity updates are posted on the CBS website.

Water operators are still working with the UV Manufacturer to work through equipment issues at the new facility.

The triennial required DEC sanitary survey is complete. A report is forthcoming.

Wastewater

Wastewater staff finished the annual cleaning of the lift station wet wells. The Camel was used to remove grease, grit, sludge and debris.

Wastewater staff performed CCTV inspection of a sewer lateral on Kramer to check the integrity and location of the line.

Wastewater staff coordinated with DOT survey crew to open manholes on SMC from the roundabout to Jeff Davis.

Sewer locates were performed for contractors at various locations throughout the system.

Maintenance staff are cleaning check valves and inspecting the overall condition of the dry wells at the lift stations as part of the annual maintenance program.

The wastewater crew along with the public works streets department cleaned the 22 inch Katlian sewer main from Lincoln St. to Thompson Harbor. This was a big project that required quite of bit of coordination and prep work as this section of pipe had never been cleaned. The crews cleaned the pipe in sections going from manhole to manhole. Maintenance staff rigged up chains to drag along the bottom of the pipe to break up any debris that might have settled in the bottom of the pipe. Then they used an inflatable pig to scour all sides of the pipe. Crews found the pipe to be relatively free of debris with the exception of a few large rocks at the end of the main. The Camel will be used to wash out any debris that may have loosened up in the process and then wastewater staff will use the camera to check the integrity of the pipe. Two manholes at the end of the line were found to be in need of repair. Crews are working on a plan to get these repairs made.

City and Borough of Sitka

LEGAL DEPARTMENT

100 Lincoln Street • Sitka, Alaska 99835

January 5, 2016

Alaska Department of Commerce
Marijuana Control Board
Attn: Cynthia A. Franklin
550 West 7th Ave., Suite 1600
Anchorage, AK 99501

Dear Ms. Franklin,

This letter gives notice that the City and Borough of Sitka has designated a local regulatory authority (LRA) per AS 17.38.210(c).

The Sitka Assembly approved the attached ordinance, effective November 25, 2015, hereby designating the Marijuana Advisory Committee as the acting LRA until further notice. All correspondence to them should be directed to the Committee chair, Levi Albertson, and addressed care of City and Borough of Sitka Legal department.

Very Sincerely,

Robin L. Koutchak

Robin L. Koutchak, Municipal Attorney

cc. Marijuana Advisory Committee Chair, Levi Albertson
Mark Gorman, Municipal Administrator
Mayor McConnell and Assembly members

CITY AND BOROUGH OF SITKA

100 Lincoln Street,
Sitka, Alaska 99835

Legislation Details

File #:	16-004	Version:	1	Name:	
Type:	Ceremonial			Status:	AGENDA READY
File created:	1/6/2016			In control:	City and Borough Assembly
On agenda:	1/12/2016			Final action:	
Title:	Sister City Proclamation				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Sister City Proclamation				

Date	Ver.	Action By	Action	Result

OFFICE OF THE MAYOR
City & Borough of Sitka

Proclamation

Celebrating 40th anniversary of sister city partnership

WHEREAS, The City of Nemuro, Japan is located on the shores of the mountainous island of Hokkaido on the north Pacific Ocean, and the City and Borough of Sitka is similarly located on the shores of the mountainous Baranof Island; and

WHEREAS, Many of the citizens of both the City of Nemuro and the City and Borough of Sitka derive their living from fishing and seafood-related activities, and in recognition of these and other similarities between our two cities, our sister city relationship has thrived throughout the past 40 years; and

WHEREAS, A shared interest in music and dance ties our youth exchange and sister school partnerships between Nemuro High School and Sitka High School; and

WHEREAS, Throughout the 40 year sister city partnership we have seen many ambassadors travel between the cities. Ranging from students to dancers and dignitaries, they have all brought good will; and

WHEREAS, The sister city relationship between the City of Nemuro and City and Borough of Sitka is a cherished relationship and one that we look forward to continuing and supporting in the future.

NOW, THEREFORE BE IT RESOLVED, that the Assembly of the City and Borough of Sitka, does hereby proclaim appreciation for the City of Nemuro, Japan in recognition of the 40th anniversary of the sister city partnership.

Signed and sealed this 12th day of January, 2016.

Mim McConnell

Mim McConnell, Mayor

ATTEST:

Sara Peterson

Sara Peterson, CMC
Municipal Clerk

CITY AND BOROUGH OF SITKA

100 Lincoln Street,
Sitka, Alaska 99835

Legislation Details

File #:	16-001	Version:	1	Name:	
Type:	Item			Status:	AGENDA READY
File created:	1/4/2016			In control:	City and Borough Assembly
On agenda:	1/12/2016			Final action:	
Title:	Approve the minutes of the December 22, 2015 Assembly meeting				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Consent and Minutes				

Date	Ver.	Action By	Action	Result

CONSENT AGENDA

POSSIBLE MOTION

I MOVE TO APPROVE THE CONSENT AGENDA CONSISTING OF ITEMS A, B, C, & D

I wish to remove Item(s) _____

REMINDER – Read aloud a portion of each item being voted on that is included in the consent vote.

Should this item be pulled from the Consent Agenda the following motion is suggested:

POSSIBLE MOTION

I MOVE TO approve the minutes of the December 22 Assembly meeting.

CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS
1332 Seward Ave.
Room 229
Sitka, AK
(907)747-1811

Minutes - Draft

City and Borough Assembly

Mayor Mim McConnell
Deputy Mayor Matt Hunter
Vice-Deputy Mayor Benjamin Miyasato
Aaron Swanson, Steven Eisenbeisz
Tristan Guevin, and Bob Potrzuski

Municipal Administrator: Mark Gorman
Municipal Attorney: Robin L. Koutchak
Municipal Clerk: Sara Peterson, CMC

Tuesday, December 22, 2015 **6:00 PM** **Assembly Chambers**

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

Present: 6 - McConnell, Hunter, Swanson, Miyasato, Guevin, and Potrzuski

Absent: 1 - Eisenbeisz

IV. CORRESPONDENCE/AGENDA CHANGES

15-244 Reminders, Calendars and General Correspondence

V. CEREMONIAL MATTERS

None.

VI. SPECIAL REPORTS: Government to Government, Municipal Boards/Commissions/Committees, Sitka Community Hospital, Municipal Departments, School District, Students and Guests (time limits apply)

Lawrence SpottedBird, General Manager of Sitka Tribe of Alaska (STA), thanked Assembly Members Swanson and Potrzuski for serving as Liaisons to STA and wished the entire Assembly a Merry Christmas and Happy New Year.

Library Director, Robb Farmer, noted the reduced Library hours for the remainder of December and stated the Library would be closed for the month of January. Farmer anticipated the new Library would be open February 1.

VII. PERSONS TO BE HEARD

None.

VIII. REPORTS

a. Mayor, b. Administrator, c. Attorney, d. Liaison Representatives, e. Clerk, f. Other

Acting Administrator - Sweeney noted the debris removal at the Kramer slide area was complete and the contractor was working on utility repairs. Sweeney provided an overview of the Governor's budget released December 9.

Liaisons - Miyasato reminded there were multiple vacancies on the Parks and Recreation Committee, Hunter encouraged citizens to attend the January 13 Port and Harbors Commission meeting to participate in a discussion about harbor rates and fees. Guevin reported on the December 21 Citizens' Taskforce meeting and recent Tree and Landscape Committee meeting. Potrzuski attended the STA Council meeting, met with the Superintendent of Schools and noted he would be participating in budget building meetings, and reported on the recent Marijuana Advisory Committee meeting.

Clerk - Peterson there were numerous vacancies on boards and commissions and encouraged those interested to apply.

IX. CONSENT AGENDA

A motion was made by Hunter that the Consent Agenda consisting of Items A, B, C & D be APPROVED. The motion PASSED by the following vote.

Yes: 6 - McConnell, Hunter, Swanson, Miyasato, Guevin, and Potrzuski

Absent: 1 - Eisenbeisz

A 15-240 Approve the minutes of the December 8 Assembly meeting

This item was APPROVED ON THE CONSENT AGENDA.

B RES 15-24 Adopting an alternative allocation method for the FY16 Shared Fisheries Business Tax Program and certifying that this allocation method fairly represents the distribution of significant effects of fisheries business activity in FMA 18: Central Southeast

This item was APPROVED ON THE CONSENT AGENDA.

C 15-242 Approve Health Needs and Human Services Commission member, Lauren Hughey, to serve as an official City and Borough of Sitka liaison to the H.O.P.E. Coalition

This item was APPROVED ON THE CONSENT AGENDA.

D 15-243 Award a Professional Services Contract to PND Engineers, Inc., for the Jeff Davis Street Utilities and Road Improvement Project Design on a time-and-materials basis for a not-to-exceed amount of $154,810

This item was APPROVED ON THE CONSENT AGENDA.

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

E 15-241 Reappoint Carin Adickes to a three-year term on the Animal Hearing Board

A motion was made by Miyasato that this Item be APPROVED. The motion PASSED by the following vote.

Yes: 6 - McConnell, Hunter, Swanson, Miyasato, Guevin, and Potrzuski

Absent: 1 - Eisenbeisz

XI. UNFINISHED BUSINESS:

F ORD 15-58 Adjusting the FY16 Budget

A motion was made by Swanson that this Ordinance be APPROVED on second and final reading. The motion PASSED by the following vote.

Yes: 6 - McConnell, Hunter, Swanson, Miyasato, Guevin, and Potrzuski

Absent: 1 - Eisenbeisz

XII. NEW BUSINESS:

G ORD 15-59 Amending Title 15 of the Sitka General Code to establish new solid waste disposal policies, clarify existing policies, and change rates and fees for solid waste disposal services at section 15.06.020 entitled "Solid Waste Disposal Policy and Rates", and section 15.06.035 entitled "Rates for Treatment and Collection"; to combine solid waste disposal policies previously set forth in section 15.06.025 into one comprehensive section 15.06.020; to establish definitions applicable to solid waste disposal policy in a new section 15.06.070, and to make clarifying edits *(first reading)*

Mayor McConnell offered clarifying edits to the Ordinance.

A motion was made by McConnell to AMEND the Ordinance on first reading by making the following clarifying edits:

1. Delete "user fees" from line 27
2. Add "in collection contractor-provided receptacles" after "unacceptable and/or special waste" on line 56
3. Add "special waste shall be disposed of according to (C)(10) below or at bi-annual city sponsored collection events" to the end of the sentence on line 58
4. Add "or special" after "Household hazardous" on line 88

The motion to AMEND PASSED by the following vote.

Yes: 6 - McConnell, Hunter, Swanson, Miyasato, Guevin, and Potrzuski

Absent: 1 - Eisenbeisz

Acting Administrator, Jay Sweeney, provided an overview of the Ordinance and noted the restructured parts of chapter 15.06. Sweeney stated the approval of the solid waste contract in October had put a new cost structure in place that the existing fee structure was inadequate to meet. He noted the cost increases of the new contract were approximately $300,000 per year. Sweeney indicated the Solid Waste Fund had been losing approximately $100,000 per year. In order to break even, cost wise, user fees would need to be raised an additional amount of $400,000. He added it was important to have growth in working capital of the Fund to eventually provide for the replacement of key infrastructure, e.g. transfer station, biosolids landfill, and scrapyard equipment. Sweeney explained $50,000 per year would be accrued under the new fee structure in order to help build working capital to cover those costs. The new revenue generated by the fee structures being proposed would produce approximately $300,000 per year from residential and $150,000 per year from commercial to meet the $450,000 required in cash under the new cash flow structure. Sweeney further explained the increased costs were a result of the operational costs of the transfer station and transportation costs of solid waste to the lower 48. Sweeney shared over the course of a year, disposal costs had increased 17%. Sweeney reminded the Solid Waste Fund had no municipal employees. It was completely contracted out. The proposed increase was simply passing on contractor costs to the users of the utility. Sweeney stated it was a 22% rate increase.

Hunter reminded there had not been a rate increase for over 10 years which equated to approximately 1.9% per year. In the future, he wished to see a 1 or 2% annual rate increase programmed into funds to avoid a one time large rate increase. Sweeney agreed and offered that each fund should have an annual rate increase at least equal to the rate of inflation.

Sweeney clarified line 41 and the reference to "within one mile of the Sitka road system." He explained the intent was applicable to live aboard vessels.

Potrzuski urged the community and Assembly to continue recycling efforts. Potrzuski also wished to explore the idea of using property tax to offset rate increases.

A motion was made by Hunter that this Ordinance be APPROVED on first reading as AMENDED. The motion PASSED by the following vote.

Yes: 6 - McConnell, Hunter, Swanson, Miyasato, Guevin, and Potrzuski

Absent: 1 - Eisenbeisz

XIII. PERSONS TO BE HEARD:

None.

XIV. EXECUTIVE SESSION

None.

XV. ADJOURNMENT

A motion was made by Miyasato to ADJOURN. Hearing no objections the meeting ADJOURNED at 6:44pm.

ATTEST: _____

Sara Peterson, CMC
Municipal Clerk

CITY AND BOROUGH OF SITKA

100 Lincoln Street,
Sitka, Alaska 99835

Legislation Details

File #:	16-002	Version:	1	Name:	
Type:	Item			Status:	AGENDA READY
File created:	1/4/2016			In control:	City and Borough Assembly
On agenda:	1/12/2016			Final action:	
Title:	Approve liquor license renewal applications for American Legion Post #13, Sea Mountain Restaurant & 19th Hole, Nugget Restaurant, House of Liquor, Ludvig's Bistro, Agave Mexican Restaurant, Larkspur Cafe, and Dove Island Lodge				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Liquor License Renewals				

Date	Ver.	Action By	Action	Result

If this item is pulled from the consent agenda the following motion would be in order:

POSSIBLE MOTION

I MOVE TO approve liquor license renewal applications for American Legion Post #13, Sea Mountain Restaurant & 19th Hole, Nugget Restaurant, House of Liquor, Ludvig's Bistro, Agave Mexican Restaurant, Larkspur Café, and Dove Island Lodge and forward these to the Alcoholic Beverage Control Board without objection.

OFFICE OF THE MUNICIPAL CLERK

January 7, 2016

TO: Mayor and Assembly Members

FROM: Sara Peterson, Municipal Clerk

SUBJECT: Liquor license Renewals

This office is in receipt of the following liquor license renewal applications. A memo was circulated to various departments who may have had reason to protest and no protests were received.

DBA	Lic Type	Lic #	Licensee	Premise Address
American Legion Post #13	Club	56	American Legion Post #13	205 Lincoln St
Sea Mountain Restaurant & 19th Hole	Beverage Dispensary	606	Sitka Golf Association Inc	301 Granite Creek Road
Nugget Restaurant	Beverage Dispensary	790	JD & PR Colton and JP & TE Colton	600 Airport Rd
Larkspur Café	Restaurant/Eating Place	4971	GraCED, Inc.	2 Lincoln Street Ste 1A
House of Liquor	Package Store	1366	House of Liquors Inc	705 Halibut Point Rd
Ludvig's Bistro	Restaurant/Eating Place	4246	Ludvig's Bistro Inc.	256 Katlian St.
Agave Mexican Restaurant	Restaurant/Eating Place	4854	Juan Carlos Macias	236 Lincoln St
Dove Island Lodge	Outdoor Recreation Lodge	5126	Dove Island Lodge & Sitka Sportfishing Charters, LLC	Dove Island

City & Borough of Sitka
Municipal Clerk's Office
100 Lincoln Street, Sitka AK 99835
Telephone: 907-747-1811 Fax: 907-747-4004

Memorandum

To: Assessing – Ruth
Collections - Mary
Municipal Billings – Mike
Sales Tax/Property Tax - Hannah
Utility Billing Clerk – Diana
Fire Department
Police Department
Building Official(s)

From: Sara Peterson, Municipal Clerk SP

Date: December 11, 2015

Subject: Liquor License Renewal Applications

Attached is a list of liquor license renewal applications within Sitka's jurisdiction.

Please notify **no later than noon on December 24th** of any reason to protest these renewal requests.

Thank you.

Attachment

THE STATE of ALASKA

GOVERNOR BILL WALKER

Department of Commerce, Community, and Economic Development

ALCOHOLIC BEVERAGE CONTROL BOARD

Sarah Daulton Oates
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
Phone: 907.269.0350
alcohol.licensing@alaska.gov

December 10, 2015

City and Borough of Sitka
Attn: Colleen Ingman, Municipal Clerk
VIA Email: colleen@cityofsitka.com
sara@cityofsitka.com

Re: Notice of 2016/2017 Liquor License Renewal Applications

Dear Ms. Ingman,

We have received a renewal application for each of the following licenses within your jurisdiction:

Lic. #	Doing Business As	License Type	Licensee	Premises Address
56	American Legion Post #13	Club	American Legion Post #13	205 Lincoln St
606	Sea Mountain Restaurant & 19th Hole	Beverage Dispensary	Sitka Golf Association, Inc.	301 Granite Creek Road
790	Nugget Restaurant	Beverage Dispensary	JD & PR Colton and JP & TE Colton	600 Airport Road
1366	House of Liquor	Package Store	House of Liquors, Inc.	705 Halibut Point Road
4246	Ludvig's Bistro	Restaurant/Eating Place	Ludvig's Bistro, Inc.	256 Katlian Street
4854	Agave Mexican Restaurant	Restaurant/Eating Place	Juan Carlos Macias	236 Lincoln Street
4971	Larkspur Café	Restaurant/Eating Place	GraCED, Inc.	2 Lincoln Street Ste 1A
5126	Dove Island Lodge	Outdoor Recreation Lodge	Dove Island Lodge & Sitak Sportfishing	Dove Island

A local governing body as defined under AS 04.21.080(b)(18) may protest the approval of an application(s) pursuant to AS 04.11.480 by providing the board **and** the applicant with a clear and concise written statement of reasons in support of a protest within 60 days of receipt of this notice. If a protest is filed, the board will not approve the application unless it finds that the protest is arbitrary, capricious, and unreasonable. Instead, in accordance with AS 04.11.510(b), the board will notify the applicant that the application is denied for reasons stated in the protest. The applicant is entitled to an informal conference with either the director or the

board and, if not satisfied by the informal conference, is entitled to a formal hearing in accordance with AS 44.62.330-44.62-630. **IF THE APPLICANT REQUESTS A HEARING, THE LOCAL GOVERNING BODY MUST ASSIST IN OR UNDERTAKE THE DEFENSE OF ITS PROTEST.**

Under AS 04.11.420(a), the board may not issue a license or permit for premises in a municipality where a zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages, unless a variance of the regulation or ordinance has been approved. Under AS 04.11.420(b) municipalities must inform the board of zoning regulations or ordinances which prohibit the sale or consumption of alcoholic beverages. If a municipal zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages at the proposed premises and no variance of the regulation or ordinance has been approved, please notify our office and provide a certified copy of the regulation or ordinance if you have not previously done so.

Protest under AS 04.11.480 and the prohibition of sale or consumption of alcoholic beverages as required by zoning regulation or ordinance under AS 04.11.420(a) are two separate and distinct subjects. Please bear that in mind when responding to this notice.
AS 04.21.010(d), if applicable, requires the municipality to provide written notice to the appropriate community council(s).

If you wish to protest the application(s) referenced above, please do so in the prescribed manner and within the prescribed time. Please show proof of service upon the applicant. For additional information regarding local governing body protests, please refer to 3 AAC 304.145.

If you have any questions or concerns or require additional information, please feel free to contact our licensing unit at alcohol.licensing@alaska.gov.

Sincerely,

Sarah Daulton Oates
Records & Licensing Supervisor
sarah.oates@alaska.gov

CITY AND BOROUGH OF SITKA

100 Lincoln Street,
Sitka, Alaska 99835

Legislation Details

File #:	16-003	Version:	1	Name:	
Type:	Item			Status:	AGENDA READY
File created:	1/4/2016			In control:	City and Borough Assembly
On agenda:	1/12/2016			Final action:	
Title:	Approve the Sitka Jet, Inc. dba Sitka Hotel as a new liquor licensed premise under the Beverage Dispensary-Tourism designation				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Sitka Hotel liquor license				

Date	Ver.	Action By	Action	Result

Should this item be pulled from the Consent Agenda the following motion is suggested:

POSSIBLE MOTION

I MOVE TO approve the Sitka Jet Center, Inc. dba Sitka Hotel as a new liquor licensed premise under the Beverage Dispensary-Tourism designation within the municipality of Sitka and forward this approval to the Alcoholic Beverage Control Board without objection.

City & Borough of Sitka
Municipal Clerk's Office
100 Lincoln Street, Sitka AK 99835
Telephone: 907-747-1811 Fax: 907-747-4004

Memorandum

To: Mayor and Assembly Members

From: Sara Peterson, Municipal Clerk

Date: January 7, 2016

Subject: New Liquor License – Restaurant Designation Permit

This office has received notification of a request for a new liquor license (beverage dispensary-tourism) and restaurant designation permit submitted by:

Applicant: Sitka Jet Center, Inc.
DBA: Sitka Hotel
Address: 118 Lincoln Street
Type: Beverage Dispensary - Tourism

The granting of the restaurant designation permit allows:

- Persons 16-20 years of age may dine unaccompanied
- Persons under 16 may dine accompanied by a person 21 years of age or older
- Persons between 16 and 20 years of age may be employed

A notice was published in the local newspaper and posted to the establishment as required by Sitka General Code. In addition, a memo was circulated to the various departments who may have a reason to protest. To date, no protests have been received.

Recommendation: Approve the new liquor license under the Beverage Dispensary-Tourism designation.

THE STATE of ALASKA
GOVERNOR BILL WALKER

Department of Commerce, Community, and Economic Development

ALCOHOLIC BEVERAGE CONTROL BOARD

550 W 7th Avenue, Ste. 1600
Anchorage, Alaska 99501
Main: 907.269.0350
TDD: 907.465.5437

December 22, 2015

City and Borough of Sitka
Attn: Sara Peterson, Municipal Clerk
VIA Email:sara.peterson@cityofsitka.org
Cc: melissa.henshaw@cityofsitka.org

Sitka Jet Center, Inc. – Beverage Dispensary-Tourism Liquor License #5442 DBA Sitka Hotel

x **New Application** ☐ **Transfer of Ownership** ☐ **Transfer of Location**

x **Restaurant Designation Permit** ☐ **DBA Name Change**

We have received an application for the above listed licenses (see attached application documents) within your jurisdiction. This is the notice as required under AS 04.11.520. Additional information concerning filing a "protest" by a local governing body under AS 04.11.480 is included in this letter.

A local governing body as defined under AS 04.21.080(11) may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the board **and** the applicant with a clear and concise written statement of reasons in support of a protest within 60 days of receipt of this notice. If a protest is filed, the board will not approve the application unless it finds that the protest is "arbitrary, capricious and unreasonable". Instead, in accordance with AS 04.11.510(b), the board will notify the applicant that the application is denied for reasons stated in the protest. The applicant is entitled to an informal conference with either the director or the board and, if not satisfied by the informal conference, is entitled to a formal hearing in accordance with AS 44.62.330-44.62-630. **IF THE APPLICANT REQUESTS A HEARING, THE LOCAL GOVERNING BODY MUST ASSIST IN OR UNDERTAKE THE DEFENSE OF ITS PROTEST.**

Under AS 04.11.420(a), the board may not issue a license or permit for premises in a municipality where a zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages, unless a variance of the regulation or ordinance has been approved. Under AS 04.11.420(b) municipalities must inform the board of zoning regulations or ordinances which prohibit the sale or consumption of alcoholic beverages. If a municipal zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages at the proposed premises and no variance of the regulation or ordinance has been approved, please notify us and provide a certified copy of the regulation or ordinance if you have not previously done so.

Protest under AS 04.11.480 and the prohibition of sale or consumption of alcoholic beverages as required by zoning regulation or ordinance under AS 04.11.420(a) are two separate and distinct subjects. Please bear that in mind in responding to this notice.

AS 04.21.010(d), if applicable, requires the municipality to provide written notice to the appropriate community council(s).

If you wish to protest the application referenced above, please do so in the prescribed manner and within the prescribed time. Please show proof of service upon the applicant. For additional information please refer to 3 AAC 304.145, Local Governing Body Protest.

Note: Applications applied for under AS 04.11.400(g), 3 AAC 304.335(a)(3), AS 04.11.090(e), and 3 AAC 304.660(e) must be approved by the governing body.

Sincerely,

Jane Sawyer
Business Registration Examiner
Jane.sawyer@alaska.gov
907-269-0359

State of Alaska
Alcoholic Beverage Control Board

Date of Notice: December 22, 2015

Application Type: **NEW** ✓ _____ **TRANSFER**
_____Ownership
_____Location
_____Name Change

Governing Body: **City and Borough of Sitka**
Community Councils: None

License #: Beverage Dispensary – Tourism
D.B.A.: Sitka Hotel
Licensee/Applicant: Sitka Jet Center, Inc.
Physical Location: 118 Lincoln Street, Sitka, AK 99835
Mail Address: 118 Lincoln Street, Sitka, AK 99835
Telephone #: 907-747-3826
EIN: 47-3542875

Corp/LLC Agent:	Address	Phone	Date and State of Incorporation	Good standing?
Denton Pearson. Esq.	713-B Sawmill Creek Road Sitka, AK 99835	907-747-8722	03/16/2015	Yes

Please note: the Members/Officers/Directors/Shareholders (principals) listed below are the principal members. There may be additional members that we are not aware of because they are not primary members. We have listed all principal members and those who hold at least 10% shares.

Member/Officer/Director:	DOB	Address	Phone	Title/Shares (%)
Robert Petrie Director, President, Treasurer, Shareholder	12/12/1965	7217 Charlene Ct Azle, TX 76020	907-747-3826	50%
Deborah Petrie Director, Shareholder, V. P., Secretary	02/07/1962	7217 Charlene Ct Azle, TX 76020	907-747-3826	50%

If **transfer** application, current license information:

License #:
Current D.B.A.:
Current Licensee:
Current Location:

Additional comments: **Restaurant Designation Permit application attached.**

A local governing body as defined under AS 04.21.080(11) may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the board **and** the applicant with a clear and concise written statement of reasons in support of a protest within 60 days of receipt of this notice. If a protest is filed, the board will not approve the application unless it finds that the protest is "arbitrary, capricious and unreasonable". Instead, in accordance with AS 04.11.510(b), the board will notify the applicant that the application is denied for reasons stated in the protest. The applicant is entitled to an informal conference with either the director or the board and, if not satisfied by the informal conference, is entitled to a formal hearing in accordance with AS 44.62.330-44.62-630. **IF THE APPLICANT REQUESTS A HEARING, THE LOCAL GOVERNING BODY MUST ASSIST IN OR UNDERTAKE THE DEFENSE OF ITS PROTEST.**

Under AS 04.11.420(a), the board may not issue a license or permit for premises in a municipality where a zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages, unless a variance of the regulation or ordinance has been approved. Under AS 04.11.420(b) municipalities must inform the board of zoning regulations or ordinances which prohibit the sale or consumption of alcoholic beverages. If a municipal zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages at the proposed premises and no variance of the regulation or ordinance has been approved, please notify us and provide a certified copy of the regulation or ordinance if you have not previously done so.

Protest under AS 04.11.480 and the prohibition of sale or consumption of alcoholic beverages as required by zoning regulation or ordinance under AS 04.11.420(a) are two separate and distinct subjects. Please bear that in mind in responding to this notice.

AS 04.21.010(d), if applicable, requires the municipality to provide written notice to the appropriate community council(s).

If you wish to protest the application referenced above, please do so in the prescribed manner and within the prescribed time. Please show proof of service upon the applicant. For additional information please refer to 3 AAC 304.145, Local Governing Body Protest.

Note: Applications applied for under AS 04.11.400(g), 3 AAC 304.335(a)(3), AS 04.11.090(e), and 3 AAC 304.660(e) must be approved by the governing body.

Sincerely,

Jane Sawyer
Business Registration Examiner
Jane.sawyer@alaska.gov
907-269-0359

New Liquor License

Alcoholic Beverage Control Board
550 West 7th Ave. Suite 1600
Anchorage, AK 99501

(907) 269-0350
Fax: (907) 334-2285
http://commerce.alaska.gov/dnn/abc/Home.aspx

License is: ☒ Full Year OR ☐ Seasonal List Dates of Operation: Feb. 11th - Dec 31st 2016

13415

SECTION A - LICENSE INFORMATION

			FEES
Office Use: License Year: 2017 ~~2015-2016~~	License Type: **Beverage Dispensary-Tourism** AS § 04.11.400(d)	Statute Reference **Sec. 04.11.400(d)**	License Fee: $2,500
Office Use: License #:			Filing Fee: $100.00
			Rest. Desig. Permit Fee: $50
Local Governing Body: (City, Borough or Unorganized) **City & Borough of Sitka**	Community Council Name(s) & Mailing Address: **City & Borough of Sitka City Assembly: 100 Lincoln Street, Sitka, AK 99835**		Fingerprint: ~~$99.50~~ 99.50 *($49.75 per person)* TOTAL 2,749.50
Name of Applicant (Corp/LLC/LP/LLP/Individual/Partnership): **Sitka Jet Center, Inc.**	Doing Business As (Business Name): **Sitka Hotel**		Business Telephone Number: 907.747.3826 Fax Number: 907.747.3288
Mailing Address: **118 Lincoln Street** City, State, Zip: **Sitka, Alaska 99835**	Street Address of Location of Premises: **118 Lincoln Street Sitka, Alaska 99835**		Email Address: **Pmc1300@aol.com**

SECTION B - PREMISES TO BE LICENSED

Distance to closest school grounds: ~ 1/2 mile	*Distance measured under:* ☒ AS 04.11.410 *OR* ☐ Local ordinance No.	☐ Premises is GREATER than 50 miles from the boundaries of an incorporated city, borough, or unified municipality. ☐ Premises is LESS than 50 miles from the boundaries of an incorporated city, borough, or unified municipality. ☒ Not applicable
Distance to closest church: 465 feet	*Distance measured under:* ☒ AS 04.11.410 *OR* ☐ Local ordinance No.	☒ Plans submitted to Fire Marshall (required for new & proposed buildings) ☒ Diagram of premises attached
Premises to be licensed is: ☐ Proposed building ☒ Existing facility * ☐ New building		* Substantial Remodel

DEC 22 '15 -- 9:42

SECTION C – LICENSEE INFORMATION

1. Does any individual, corporate officer, director, limited liability organization member, manager or partner named in this application have any direct or indirect interest in any other alcoholic beverage business licensed in Alaska or any other state?

Yes ☒ No If Yes, complete the following. Attach additional sheets if necessary

Name	Name of Business	Type of License	Business Street Address	State

2. Has any individual, corporate officer, director, limited liability organization member, manager or partner named in this application been convicted of a felony, a violation of AS 04, or been convicted as a licensee or manager of licensed premises in another state of the liquor laws of that state?

☐ Yes ☒ No If Yes, attach written explanation

SECTION D – OWNERSHIP INFORMATION - CORPORATION

Corporations, LLCs, LLPs and LPs must be registered with the Dept. of Community and Economic Development.

Name of Entity (Corporation/LLC/LLP/LP/Prior N/A if an individual ownership)		Telephone Number	Fax Number
SITKA JET CENTER, INC. d/b/a SITKA HOTEL			
Corporate Mailing Address: 713-B SAWMILL CREEK ROAD SITKA, AK 99835	City: Sitka	State: Alaska	Zip Code: 99835
Name, Mailing Address and Telephone Number of Registered Agent: Denton Pearson, Esq. 713-B Sawmill Crk Road Sitka, Alaska 99835 907-747-8522		Date of Incorporation OR Certification with DCED: March 16, 2015	State of Incorporation: Alaska

Is the Entity in "Good Standing" with the Alaska Division of Corporations? ☒ Yes ☐ No

If no, attach written explanation. Your entity *must* be in compliance with Title 10 of the Alaska Statutes to be a valid liquor licensee

Entity Members (Must include President, Secretary, Treasurer, Vice-President, Manager and Shareholder Member with at least 10%)

Name	Title	%	Home Address & Telephone Number	Work Telephone Number	Date of Birth
Robert Petrie	Pres.	50	217 Charlene Ct. Azle, TX 76020	907.747.3826	12/12/65
Deborah Petrie	Vice Pres.	50	217 Charlene Ct. Azle, TX 76020	907.747.3826	2/7/62

NOTE: If you need additional space, please attach a separate sheet.

DEC 22 '15 -- 9:47

SECTION E – OWNERSHIP INFORMATION – SOLE PROPRIETORSHIP (INDIVIDUAL OWNER & SPOUSE)

Individual Licensee/Affiliate: The ABC Board defines an "Affiliate" as a person or entity with a financial interest in a license. Each Affiliate must be listed.

Name: Address:	Date of Birth:	Name: Address:	Applicant ☐ Affiliate ☐
Home Phone: Work Phone:		Home Phone: Work Phone:	Date of Birth:
Name: Address:	Date of Birth:	Name: Address:	Applicant ☐ Affiliate ☐
Home Phone: Work Phone:		Home Phone: Work Phone:	Date of Birth:

Declaration

- I, the undersigned, personally or by proxy, hereby certify that I have read the foregoing application and all accompanying schedules and statements, and to the best of my knowledge and belief it is true, correct and complete, and that the application is not in violation of any security interest or other contracted obligation.
- I hereby certify that there have been no changes in the officers or stockholders that have not been reported to the Alcoholic Beverage Control Board. The undersigned certifies on behalf of the organized entity. It is understood that a misrepresentation of fact is cause for rejection of this application or revocation of any license issued.
- I further certify that I have read and am familiar with Title 4 of the Alaska Statutes and Regulations, and that in accordance with AS 04.11.19 no person other than the licensee is the only direct or indirect financial interest in the licensed business.
- I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.

Signature of Licensee(s)

Robert Petrie

Robert Petrie, President

Name & Title (Please Print)

ROBERT PETRIE Director President Saka Jet Center Inc

Subscribed and sworn to before me this

17th day Dec 2015

Notary Public in and for the State of TX

Elizabeth Alvarez

My Commission Expires 2-24-17

Signature of Licensee(s)

Deborah Petrie

Deborah Petrie, Vice President

Name & Title (Please Print)

DEBORAH PETRIE Director V. Pres. Saka Jet Center Inc

Subscribed and sworn to before me this

17th day December 2015

Notary Public in and for the State of TX

Elizabeth Alvarez

My Commission Expires 2-24-17

ELIZABETH ALVAREZ
Notary Public, State of Texas
My Commission Expires
February 24, 2017

ELIZABETH ALVAREZ
Notary Public, State of Texas
My Commission Expires
February 24, 2017

DEC 22 '15 PM 5:45

Declaration Concerning Tourism License

(3 AAC 304.325)

The undersigned hereby declares under penalty of perjury the following:

(1) approval of the Sitka Hotel liquor license will encourage the construction or improvement of a tourist facility which would not be financially feasible without a liquor license for the following reasons:

The hotel restaurant and bar operated for years under the name the "Pour House" serving liquor, beer and wine and dinner service to locals and tourists. But over the past couple years the Hotel and restaurant had closed and the liquor license lapsed. The building has become an eyesore along the main street running through the heart of downtown Sitka, despite overwhelming demand for short term rentals catering to charter fishing clientele and the general visiting public traveling through Southeast Alaska. The extent of disrepair means that significant capital will need to be invested before the hotel/restaurant can again serve the visiting public.

Substantial renovations are underway to improve the exterior and interior of the Sitka Hotel, the rooms, restaurant and bar located on the premises. These repairs have been undertaken based on the expectation that the liquor dispensary – tourism license will be granted to the new owners at this premise. Without the revenue from liquor, beer and wine sales, the extent and nature of the improvements would not be justified. And without the liquor license, the hotel might not be economically viable as visitors have come to expect the ability to eat fine food and drink alcohol at their hotel.

(2) The Sitka Hotel is a "tourist facility" in the sense that it will directly attract, cater to and benefit tourists and the local tourism industry, and tourist business will constitute a substantial portion of the business of the tourist facility as demonstrated by the following:

The renovation plans include 15 extended stay rooms (with stove top, sink and utensils) available to the public as our research has shown substantial market demand for these rooms which cater to tourists in Southeast, Alaska.

The hotel will also contain 25 standard suites (without kitchenettes) which will mean that these tenants will more likely depend on the restaurant and bar located on site.

Sitka Jet Center Inc. d/b/a Sitka Hotel

DATED: 15-2015

By: Robert Petrie
Its: President

DEC 14 '15 ⇒12:42

STATE OF ALASKA
ALCOHOLIC BEVERAGE CONTROL BOARD
APPLICATION FOR RESTAURANT DESIGNATION PERMIT
AS 04.16.049 & 3 AAC 304.715 – 794

The granting of this permit shall be a license to serve alcohol to persons of legal age in designated licensed premises for purposes of dining. Persons defined in the laws of Title 04 for employment in the sale and service of alcohol must have attained the age of 21 years. Please indicate in detail what the employment duties will involve e.g.

License number _____ Type Beverage Dispensary

This application is for designation of the areas where:

(Please mark the appropriate items below)

1. X — Going into restaurant or subject to 3 AAC 304.705 & 3 AAC 304.715-794
2. XX — Persons 16 – 20 years of age may be employed
3. XX — Persons under 16 may not be employed
4. X — Persons between 16 – 20 years of age may be employed (See note below)

Licensee's Name Sitka Jet Center Inc. dba

Name of Business Sitka Hotel

Business Address 115 Lincoln St. Sitka

* Hours of operation 7:30 AM to 12:00 AM Telephone number 747-3826

2. Have police been called to your premises for any reason? [ ] Yes [✓] No
If you answered yes, please explain below: Not during the Licensee's ownership

3. * Duties of employment Expediter, busboy, dishwashers

4. Are video games available to the public on your premises? [ ] Yes [✓] No

5. Do you provide live entertainment such as music, pool tables, karaoke, dancing, sports or pin ball? [ ] Yes [✓] No w/sports TV w/sports

6. How is food served? [✓] Table Service [ ] Buffet Service [✓] Counter Service [ ] Other _____

7. Is an owner, manager or a responsible person of such on or about and on premises during business hours? [✓] Yes [ ] No

*** A MENU AND DETAILED PREMISES DIAGRAM MUST ACCOMPANY THIS APPLICATION ***

*Employees 16 and 17 years of age must have a valid work permit and a letter maintained in your files from a parent or guardian authorizing employment at your establishment.

*Please attach additional sheets of paper if more space is needed to describe food service, entertainment, etc.

Robert Peterson Vanessa Peterson
Licensee Signature

Local Governing Body Approval

Subscribed and sworn to before me this 17th day of Dec 2015

Date

Elizabeth Alvarez
Notary Public in and for Alaska

My Commission expires 2/24/17

State Alcohol Beverage Control Board

Date

Rev. 3/17/2014

ELIZABETH ALVAREZ
Notary Public, State of Texas
My Commission Expires
February 24, 2017

DEC 18 '15

APPLICATION FOR RESTAURANT BRIGHATION PERMIT

✓ Yes No

*** A MEMO AND DETAILED PREVISES DIAGRAM MUST ACCOMPANY THIS APPLICATION ***

*Employees 16 and 17 years of age must have a [illegible] letter maintained in your files from a parent or [illegible]

*Please attach additional [illegible] service, entertainment, etc.

Licensee Signature

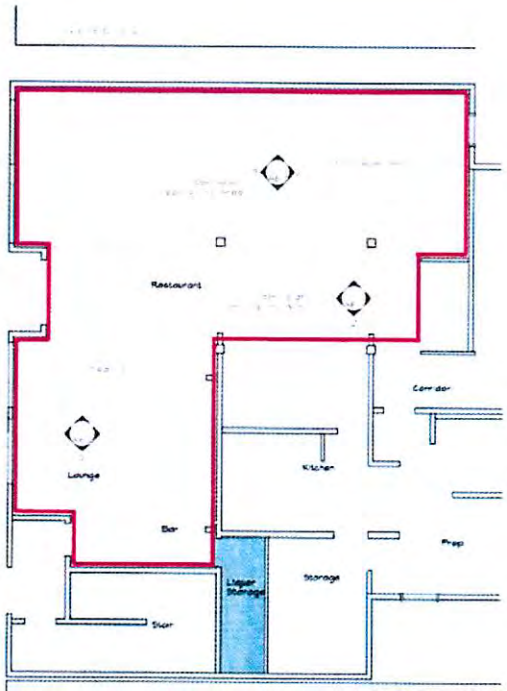
Zoning Study Approval

Subscribed and sworn to before me this 14th day of [illegible] A.D.

Elizabeth Alvarez

My Commission Expires 2/24/17

ELIZABETH ALVAREZ
Notary Public, State of Texas
My Commission Expires
February 24, 2017



Beverage Dispensary Application
Sitka Hotel-Restaurant & Lounge

LEGEND

Area Licensed for Dispensing

Liquor Storage

MILLARD + ASSOCIATES ARCHITECTS

PERMIT DOCUMENTS

Sitka Hotel Renovation

Restaurant, Lounge and Commercial Kitchen
112 Lincoln St. Sitka, Alaska 99835

A2.9

Breakfast Sitka Hotel, menu 1st draft

-Buttermilk biscuit sandwich, Duck Bacon or No Nitrate Sausage, choice of cheese, egg

-Country chicken fried steak and pepper gravy, served with 2 eggs

-Mini Smoked Salmon and cream cheese quiche, served with fruit

-Locally made Bagels and Lox, Cream Cheese, capers, sieved eggs, red onion

-Crab Omelet, locally caught crab, green onion, gruyere cheese

-Build your own omelet- Choice of cheese, toppings, hash browns toast

-Pancake Stack with berry compote

-Texas French Toast

-Breakfast ala carte': your choice of 4 for a set price

-pancakes, sausage, bacon, ham, eggs, hash browns, toast, ½ order biscuit and gravy,

-Skillet line:

-corned beef and hash skillet, with egg and cheddar

-veggie and egg white skillet

-meat scramble skillet

-Biscuit and Gravy Skillet

-SOS skillet, military style

Saturday and Sunday, Breakfast Buffet BRUNCH

-Eggs

-silver dollar pancakes

-French toast

-Carving meat station

-Omelet station

-Fruit displays

-Savory Quiches

-Coffee cake, pastries

Lunch

Sandwich

- Sitka Shrimp po boy, lettuce, house sauce, house relish, bibco battered shrimp

-Cuban, pork confit, house made pickles, Dijon, Swiss, pressed

-Muffalatta- layered cheese and meats, Genoa salami, Soppresetta, Serrano Ham, provolone, olive tapenade

-Chicken Caesar sandwich- Parmesan toasted bread with house Caesar tossed crisp sweet romaine and thin sliced pepper crusted chicken

-Chicken Salad Sandwich, with blue cheese and dried cherries

-Sundried tomato pesto caprese, on grilled bread

-Roast beef, caramelized onion and creamy brie

- Bib lettuce sesame ahi tuna wraps,

-Crab melt- local crab, gruyere cheese, and grilled tomato

-Fish and Chips- BIBCO battered fish chips

-Stuffed Burger Line

-jalapeno and cheddar

-bacon and blue cheese

Burger Ala Carte'

½ lb. burger, lettuce, tomato, onion, cheese

Enhancements: Bacon, Caramelized onion, avocado, mushroom, jalapeno, Fried Egg

Soups:

-Beef stew

-Chowder

-Veggie Ancient Grain

Salads:

Caesar: add chicken, shrimp or crab

Mixed Green Salad

Heart of palm, tomato and avocado salad with a lemon basil vinaigrette

Appetizers:

-BBQ or Buffalo Chicken Ribs

-Stuffed Mushrooms

-Sitka Seafood Ceviche

-Tuscan steamer mix, mussels, clams, shrimp in a white wine butter sauce

-Prosciutto Wrapped Shrimp

-Fire Dusted Calamari

-Battered Salmon Bites with Olympia Sauce

-Bib Lettuce and Ahi Tuna Wraps

Dinner:

-Lobster Ravioli in a sundried tomato cream sauce

-Pappardelle Shrimp Alfredo

-Tuscan Pappardelle Pasta, Steamers, Muscles, Shrimp, in a white wine butter sauce

-Caprese Pappardelle Pasta, fresh mozzarella, basil, tomato tossed in a garlic olive oil

-Cast Iron Single Portion Pepperoni Pizzas?

-Prosciutto wrapped duck Marsala

-Egg Plant Parmesan (vegetarian option)

-Chicken Picatta

-Crab Legs with lemon garlic butter, baked potato, broccollini

-12 oz. grilled pork chop with a rosemary pear sauce, pilaf, veggies

-12 oz. NY, loaded baked potato, veggies

-10 oz. filet, loaded baked potato, veggies

-Fish and Chips

-Crab Cakes, Romesco Sauce, Veggie Slaw

-Grilled Whole Salmon Filet Skewer, teriyaki glazed over coconut rice

-Panko lemon crusted halibut with Dill Butter, pilaf, veggies

-Venison with a red wine cherry sauce, polenta and veggies?

-Stuffed Burgers and Burger Ala Cart

-Same Lunch Soup and Salads

Cocktail Menu Draft

Margarita

2 oz. White Tequila

1 oz. Fresh lime juice

½ oz. Cointreau

1 pinch sea salt

1 oz. agave

Shake all ingredients over ice until blended. Strain into a large rocks or margarita glass with ice. Salt rim to customer's preference.

-Cadillac Margarita- Float ½ oz. Grand Marnier on top of cocktail

Moscow Mule

2 oz. Vodka

1 oz. Fresh lime juice

Build in a large glass with ice. Top with Stoli Ginger Beer and garnish with a lime wedge

--Mexican Mule- Substitute White Tequila

-Southern Mule- Substitute Bourbon or Rye Whiskey

Saint Germain Sidecar

-1.5 oz. St. Germain

1 oz. Brandy

½ oz. Cointreau

1 oz. lemon juice

1 splash Aperol

Shake all ingredients over ice until blended. Fine strain into chilled glass, serve straight up. No garnish

Mamie Taylor

2 oz. scotch

½ oz. fresh lime juice

Build in a large rocks glass with ice, top with ginger ale and garnish with lime wedge.

Manana

2 oz. white rum

1 oz. peach schnapps

1 oz. lemon juice

½ oz. grenadine

Shake over ice until blended. Strain into large rocks glass with ice. Garnish with a cherry.

The Classic

2 oz. Brandy

½ oz. Maraschino Cherry Juice

½ oz. Cointreau

½ oz. Fresh lemon juice

½ oz. Simple Syrup

Shake over ice until blended. Strain into a sugar rimmed martini glass. Garnish with one cherry and a lemon curl. Serve up.

Chicago Fizz

1.5 oz. White Rum

1.5 oz. port wine

1 oz. Fresh lemon juice

1 oz. simple syrup

1 egg white

Shake all ingredients until egg white is frothy. Add ice to shaker and shake until chilled. Strain into large glass with ice. Garnish with lemon wedge. Top with club soda.

Whiskey Sour

2 oz. Bourbon

1 oz. Fresh lemon juice

1 oz. simple syrup

1 egg white

½ oz. Cointreau

Shake all ingredients until egg white is frothy. Add ice to shaker and shake until chilled. Strain into rocks glass with ice. Garnish with 2 cherries.

Martini

2 oz. Vodka or Gin

½ oz. Dry Vermouth

Stir in a mixing glass for 90 seconds. Jelup strain into a martini glass. Garnish with 2 olives.

Manhattan

2 oz. rye Whiskey

1 oz. Sweet Vermouth

2 dashes angostura bitters

Shake all ingredients over ice. Strain into a large rocks glass with no ice. Squeeze the oil from an orange cheek over the cocktail. Serve up. Garnish with one or two cherries.

Old Fashioned

1 Sugar cube

2 dashes Angostura Bitters

1 small splash water

2 oz. bourbon or rye

Muddle sugar, cherry, Angostura and water in the old fashioned glass. Until Sugar is fully dissolved. Fill glass with ice and add whiskey. Garnish with an orange wedge.

Seasonal Sangria

- Red or white wine
- Liquor
- Fruit
- Juice or soda

The Alaskan Cocktail

- 1 1/2 ounces' gin
- 1/2 ounce yellow Chartreuse
- 1 dash orange bitters (optional)

Combine ingredients in a mixing glass and fill with ice. Stir well for 20 seconds and strain into chilled cocktail glass.

The Alaskan Ice Tea

2 Oz. Sweet and Sour
2 oz. Blue Curacao liqueur
1/2 oz. vodka
1/2 oz. gin
1/2 oz. light rum
lemon-lime soda

Mix the rum, gin, vodka, blue curacao, and sour mix in a mixing glass. Pour into an ice-filled highball glass, and top with lemon-lime soda. Garnish with a twist of lemon or lime, and top with a cherry. Serve

The Alaskan Martini

- 1/2 oz. Vodka (Cîroc)
- 3/4 oz. Liqueur, blueberry
- 1/2 oz. Gin (Tanqueray)

1 oz. Cranberry Juice

Shake all ingredients over ice and pour into a martini glass, garnish with berries

Alaskan Polar Bear Recipe Ingredients

- 1 oz. Frangelico Hazelnut Liqueur
- 1 oz. Amaretto
- 1 oz. Chocolate Syrup
- 1 scoop Ice Cream
- 1 1/2 oz. Whipping Cream
- 1 oz. Cocoa

Directions
Blend ingredients until of milkshake consistency. Serve in a highball glass and garnish with whipped cream

Best served in a **Highball Glass**

DRAFT LIST

BIBCO

Hell

Spruce Up

Seasonal

Brown

Peril Straight

Silver Bay IPA

WINE LIST TBD

LIQUOR LIST TBD

USA Can Bottle (all USA top 20 most consumed)

Budweiser

Bud Lime

Bud Lite

Coors Lite

PBR

Miller

Modelo

CITY AND BOROUGH OF SITKA

100 Lincoln Street,
Sitka, Alaska 99835

Legislation Details

File #:	ORD 16-01	Version:	1	Name:	
Type:	Ordinance			Status:	AGENDA READY
File created:	1/6/2016			In control:	City and Borough Assembly
On agenda:	1/12/2016			Final action:	
Title:	Authorizing the sale of a portion of Lot 1 Dodson-Holzman Subdivision (first reading)				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Motion Ordinance 2016-01 Ordinance 2016-01				

Date	Ver.	Action By	Action	Result

Should this item be pulled from the Consent Agenda the following motion is suggested:

POSSIBLE MOTION

I MOVE TO approve Ordinance 2016-01 on first reading.

City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

MEMORANDUM

To: Mark Gorman, Municipal Administrator
Mayor McConnell and Members of the Assembly

From: Maegan Bosak, Planning and Community Development Director MB

Subject: Ordinance 2016-01 Sale of Tidelands to Forrest Dodson and Mary Holzman

Date: January 6, 2016

Last summer, Forrest Dodson and Mary Holzman approached the Planning Department with a request to purchase tidelands on the seaward side of their home at 263 Katlian Street.

Forrest Dodson and Mary Holzman received preliminary approval for the tideland sale from the Assembly on June 23, 2015, as well as a motion of preliminary approval and approval of the subdivision plat from the Planning Commission. The request was discussed at both the Ports and Harbors Commission and Historic Preservation Commission. Following SGC, the request is back before the Assembly for approval of the land sales ordinance based on the attached subdivision plat.

The tidelands request is approximately 2,160 square feet on the seaward side of 263 Katlian Street. The parcel is described as: A subdivision of ATS 15 and a portion of parcel No. 3, City and Borough of Sitka/Hames Corporation tideland exchange subdivision, creating one new parcel to be combined with the deeded portion of ATS 15 seaward of Lot 14 as well as Lot 14, Blk. 5, USS 2542. Adjacent tidelands are owned by Baranof Island Housing Authority.

The buyers intend to restore the historic 1904 home at 263 Katlian Street and move it back onto the proposed tidelands. They will then use the front portion of the lot for parking and garden space.

The sale price is $22,334.00 or $10.34 per square foot based on the rate set by the City Assessor. As requested, the rate was reviewed in August 2015.

Commissioners were in support of restoring the old home and creating more parking and pedestrian access on Katlian Street.

The applicant has also received permits from the US Army Corps of Engineers to proceed with fill on the newly expanded lot.

RECOMMENDED ACTION: Approve the ordinance based on the attached subdivision plat.

Sponsor: Administrator

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2016-01

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA, ALASKA AUTHORIZING THE SALE OF A PORTION OF LOT 1 DODSON-HOLZMAN SUBDIVISION

1. **CLASSIFICATION.** This ordinance is not of a permanent nature and is not intended to become a part of the Sitka General Code.

2. **SEVERABILITY.** If any provision of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and application thereof to any person or circumstances shall not be affected thereby.

3. **PURPOSE.** The Assembly has determined this property is excess to municipal needs.

4. **ENACTMENT.** NOW, THEREFORE, BE IT ENACTED by the Assembly of the City and Borough of Sitka:

A. The sale of a portion of Lot 1 Dodson-Holzman Subdivision to Forest Dodson and Mary Holzman is hereby authorized. Dodson-Holzman Subdivision is a subdivision of ATS 15 and a portion of parcel No. 3, City and Borough of Sitka/Hames Corporation tideland exchange subdivision, creating one new parcel to be combined with the deeded portion of ATS 15 seaward of Lot 14 as well as Lot 14, Blk. 5, USS 2542.

B. The sales price of the 2,160 square feet of tidelands, as established by the Municipal Assessor, shall be at $22,334.

C. The City and Borough Assembly finds competitive bidding is inappropriate and unnecessary due to the nature of the property since it can only realistically be used by the adjacent property owner.

D. The sale is conditional on the recording of the subdivision plat.

E. The transfer shall be by quitclaim deed.

5. **EFFECTIVE DATE.** This ordinance shall become effective on the day after the date of its passage.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 26th day of January 2016.

_____
Mim McConnell, Mayor

ATTEST:

_____
Sara Peterson, CMC
Municipal Clerk

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.

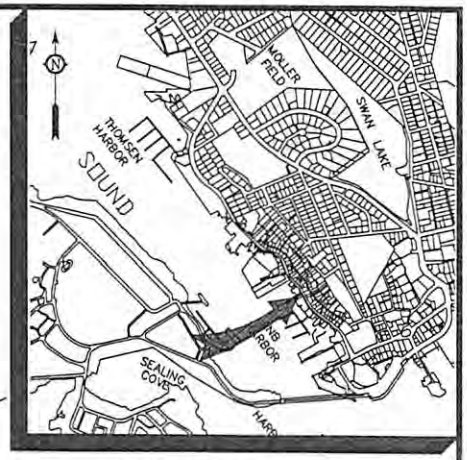
FINANCE DIRECTOR
CITY & BOROUGH OF SITKA

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" = 1000'

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

1. THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE ATS 15 AND A PORTION OF PARCEL NO. 3 OF THE CBS/HAMES CORP. TIDELANDS EXCHANGE SUBDIVISION, CREATING A NEW PARCEL OF 2162 SQ. FT., AND COMBINING THIS NEW PARCEL WITH PREVIOUSLY DEEDED TIDELANDS AND LOT 14 OF USS 2542 INTO ONE SINGLE LOT (LOT 1, DODSON-HOLZMAN SUBDIVISION).
2. THE TOTAL SQUARE FOOTAGE OF LOT 1, DODSON-HOLZMAN SUBDIVISION, IS 4503 SQ. FT.

20 10 0 20 40 60
SCALE IN FEET

PRELIMINARY

SITKA RECORDING DISTRICT

O'NEILL
SURVEYING AND ENGINEERING

BOX 1849 SITKA, ALASKA 99835
PHONE: (907) 747-6700
FAX: (907) 747-7590
EMAIL: oneilleng@ak.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 KD/ACAD
CHECKED PKO
DATE OF PLAT NOV. 12, 2015 @ 14:31:00
SCALE: 1" = 20'
DRAWING NAME: 30858-02
PROJECT NO. 30858-02-00

SURVEYOR'S CERTIFICATE

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

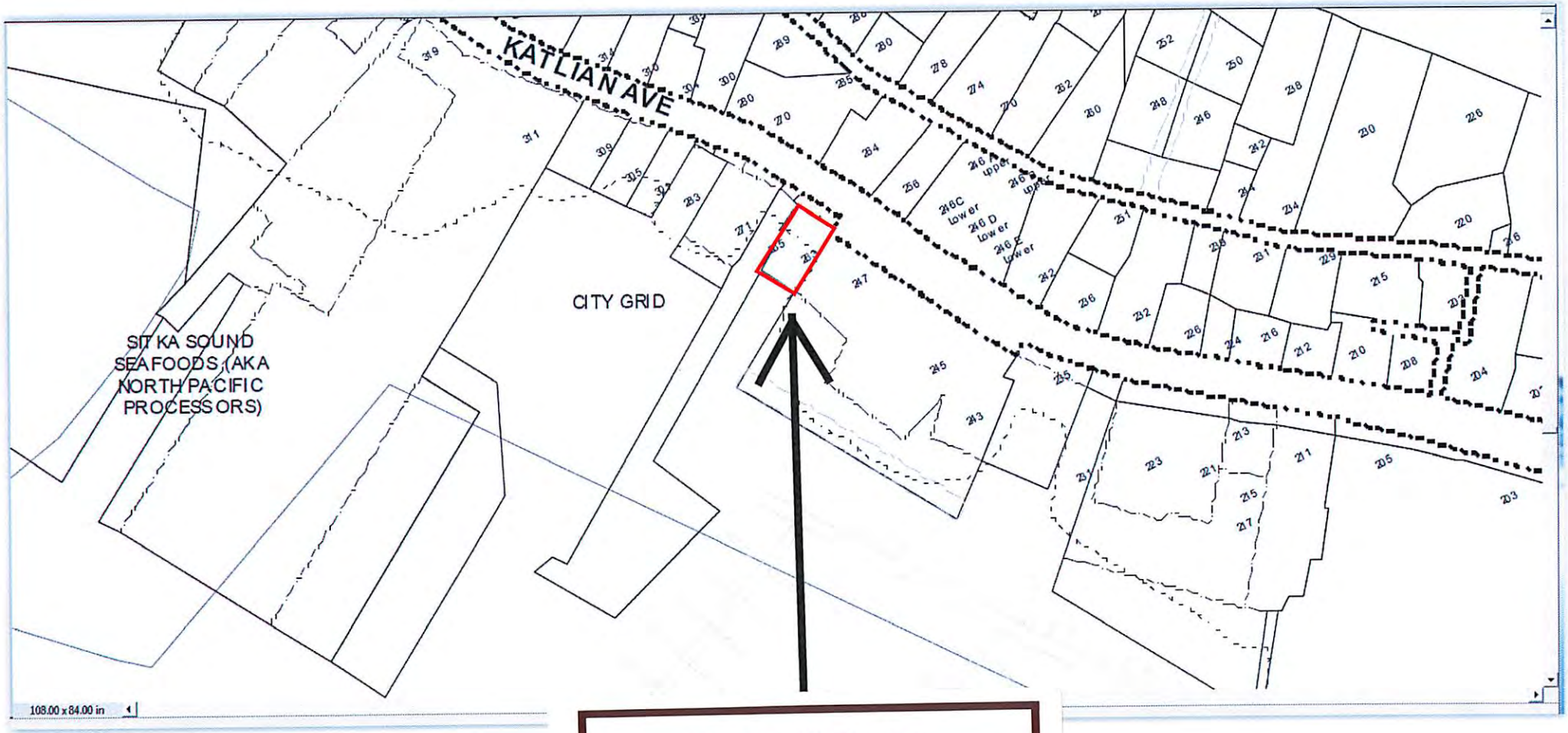
DATE _____ PATRICK K. O'NEILL LS 6304

DODSON-HOLZMAN SUBDIVISION

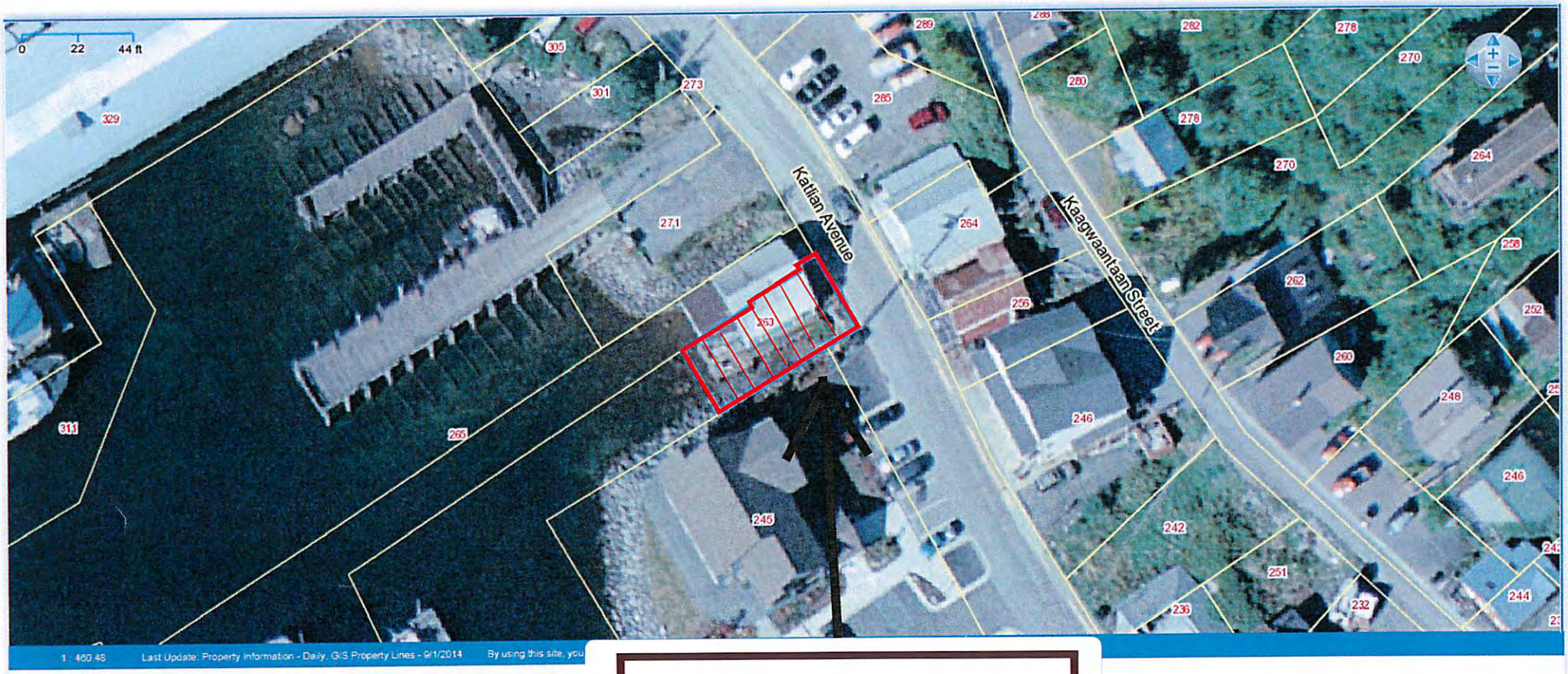
A SUBDIVISION OF ATS 15 AND A PORTION OF PARCEL NO. 3, CITY AND BOROUGH OF SITKA/HAMES CORPORATION TIDELAND EXCHANGE SUBDIVISION, CREATING ONE NEW PARCEL TO BE COMBINED WITH THE DEEDED PORTION OF ATS 15 SEAWARD OF LOT 14 AS WELL AS LOT 14, BLK. 5, USS 2542.

CLIENT: DODSON AND HOLZMAN

SHEET 1 OF 1



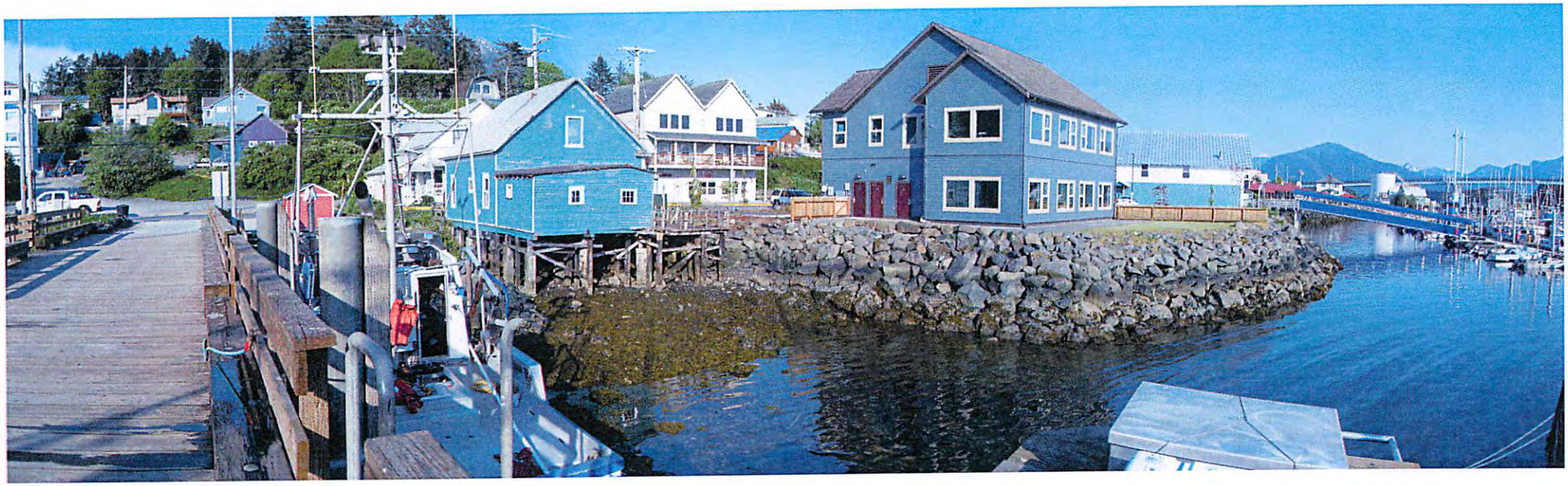
Dodson/Holzman
Tidelands Land Sale
263 Katlian Street



Dodson/Holzman

Tidelands Land Sale

263 Katlian Street



Dodson/Holzman
Tidelands Land Sale
263 Katlian Street

Dodson/Holzman
Tidelands Land Sale
263 Katlian Street

May 6, 2015

To: City and Burough of Sitka

From: Forrest Dodson and Mary J. Holzman
PO Box 6575
Sitka, Ak, 99835
907-738-4549 907-738-5476

Request to purchase tideland adjoining our property at 263 Katlian. The purpose of acquiring the tideland is to move the house away from the street to provide parking and a sidewalk.

We plan to fill the acquired tideland. A foundation would be built and the existing house moved on to it. The property where the house previously sat would then be filled to create parking and side walk.

We plan to restore this historic 1904 house and make it our home.

Sincerely,

Dodson / Holzman
Tidelands Land Sale
263 Katlian Street

Scott Brylinsky

From: Janine Holzman <janineholzman@gmail.com>
Sent: Tuesday, November 04, 2014 1:41 PM
To: Planningdirector@cityofsitka.com
Subject: Purchase of tidelands

Dear Planning Director.
We would like to purchase from the city a parcel of tideland seaward of our property at 263 Katlian. The property would measure 60' x36'.
We agree to the price of $10.34 sq ft. The price would be $22,334 for the ~~18,000~~ 2160 sq ft.
Thank you
Forrest Dodson aka Bud Dodson.
Mary J Holzman aka Janine Holzman

Dodson / Holzman
Tidelands Land Sale
263 Katlian Street

Memorandum

TO: Maegan Bosak, Planning and Community Development Director

FROM: Wendy Lawrence, Assessing Director

SUBJECT: PID: 1-6720-000 Forrest Dodson & Mary J. Holzman inquiry regarding proposed purchase of City of Sitka owned tidelands.

DATE: August 31, 2015

Per your request, I have reviewed the following described property:

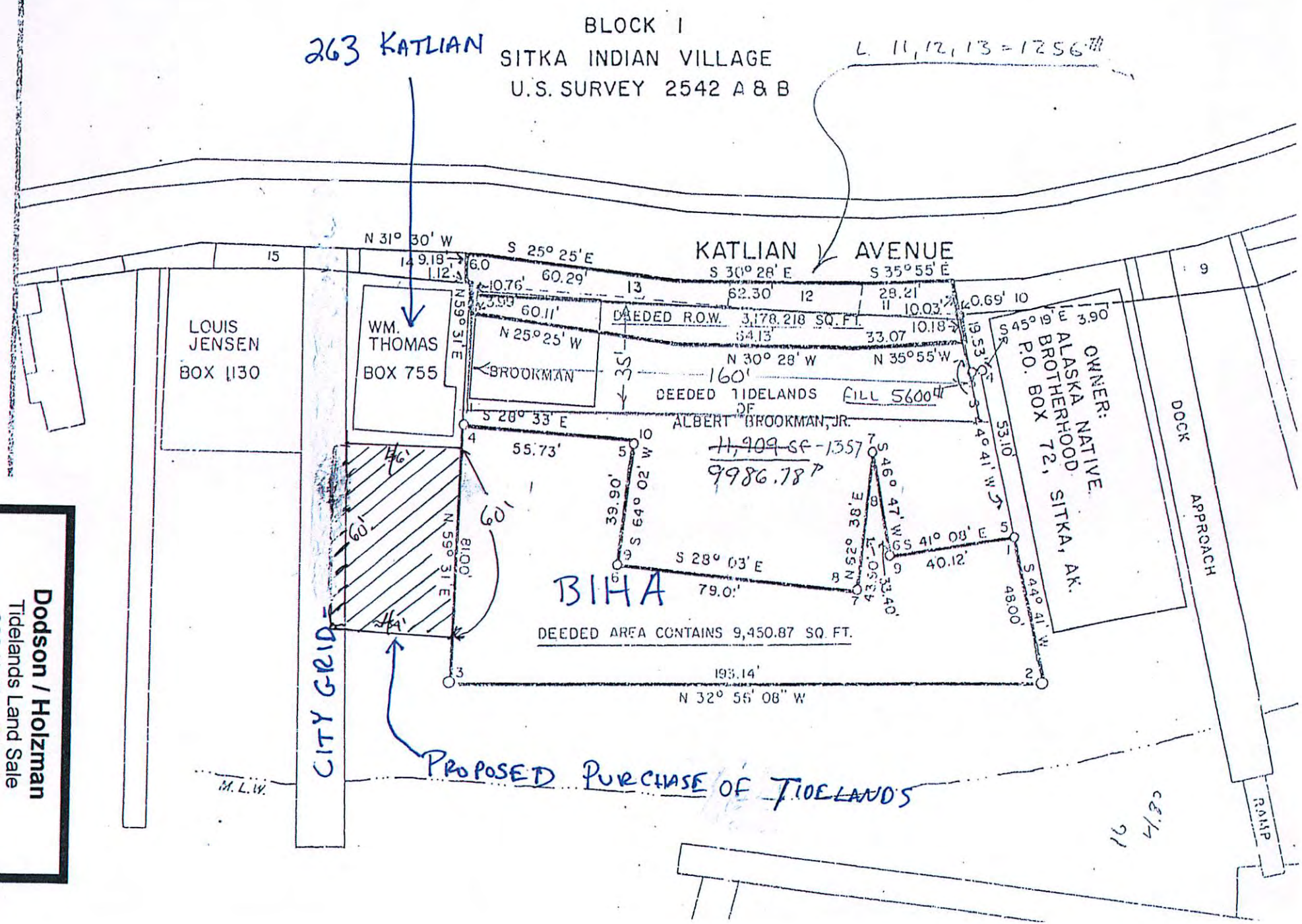
Approximately 2160 square feet of tidelands located seaward of 263 Katlian Avenue (Lot 14, Block 5, Sitka Indian Village, U.S. Survey No. 2542, including a portion of Alaska Tidelands Survey No. 15).

Tideland leases in this area are valued from $7.70 per square foot for unfilled/submerged tidelands to $25.85 per square foot for filled tidelands.

Due to the mild sloping nature of this property I would estimate the value at 40% of the filled tidelands value of $25.85, or $10.34 per square foot.

Recommended conclusions of value as follows:

Approximately 2,160 square feet of unfilled tidelands with a value of $10.34 per square foot for a total estimated market value of **$22,334** (2,160 X 10.34 = $22,334).

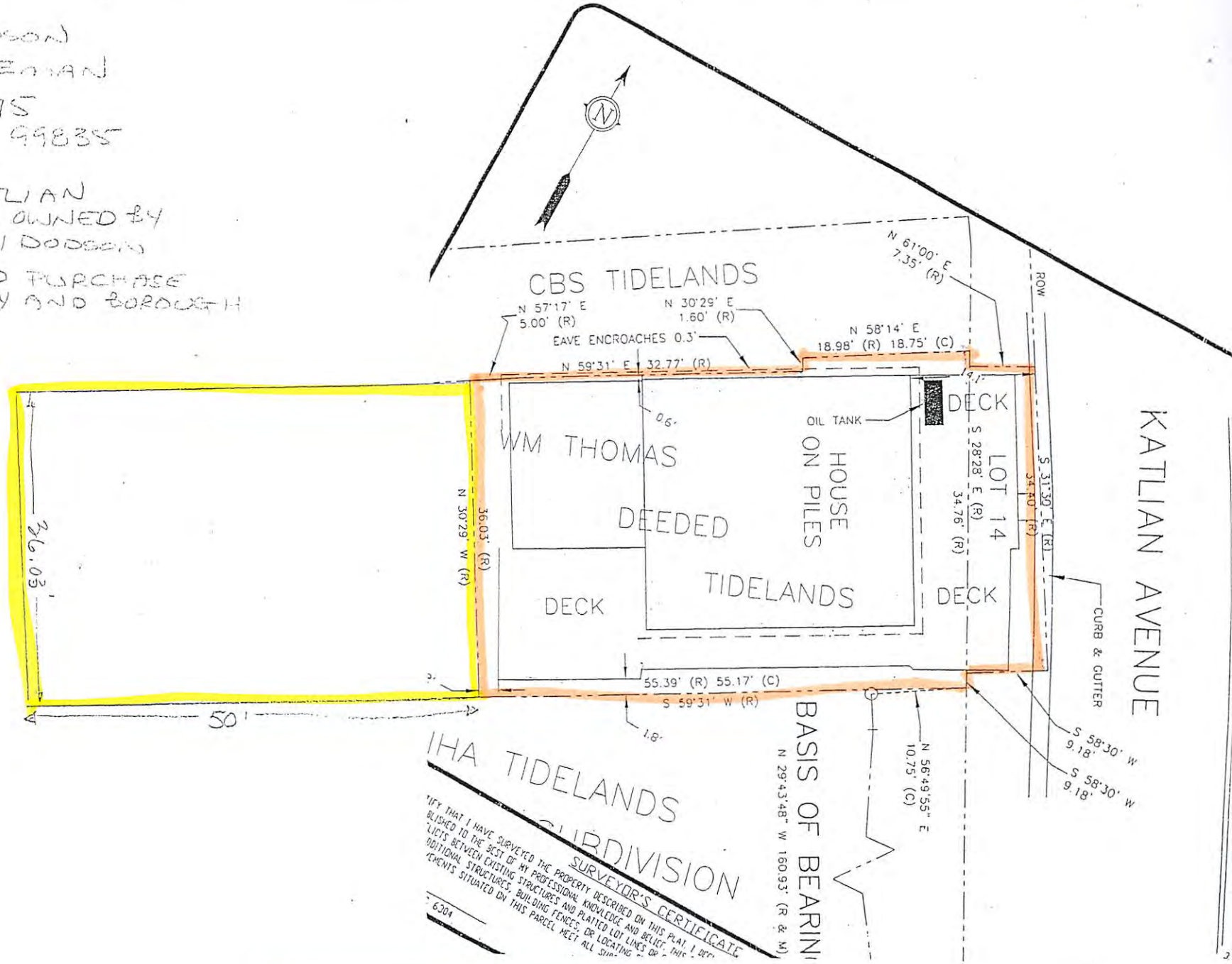


Dodson / Holzman
Tidelands Land Sale
263 Katlian Street

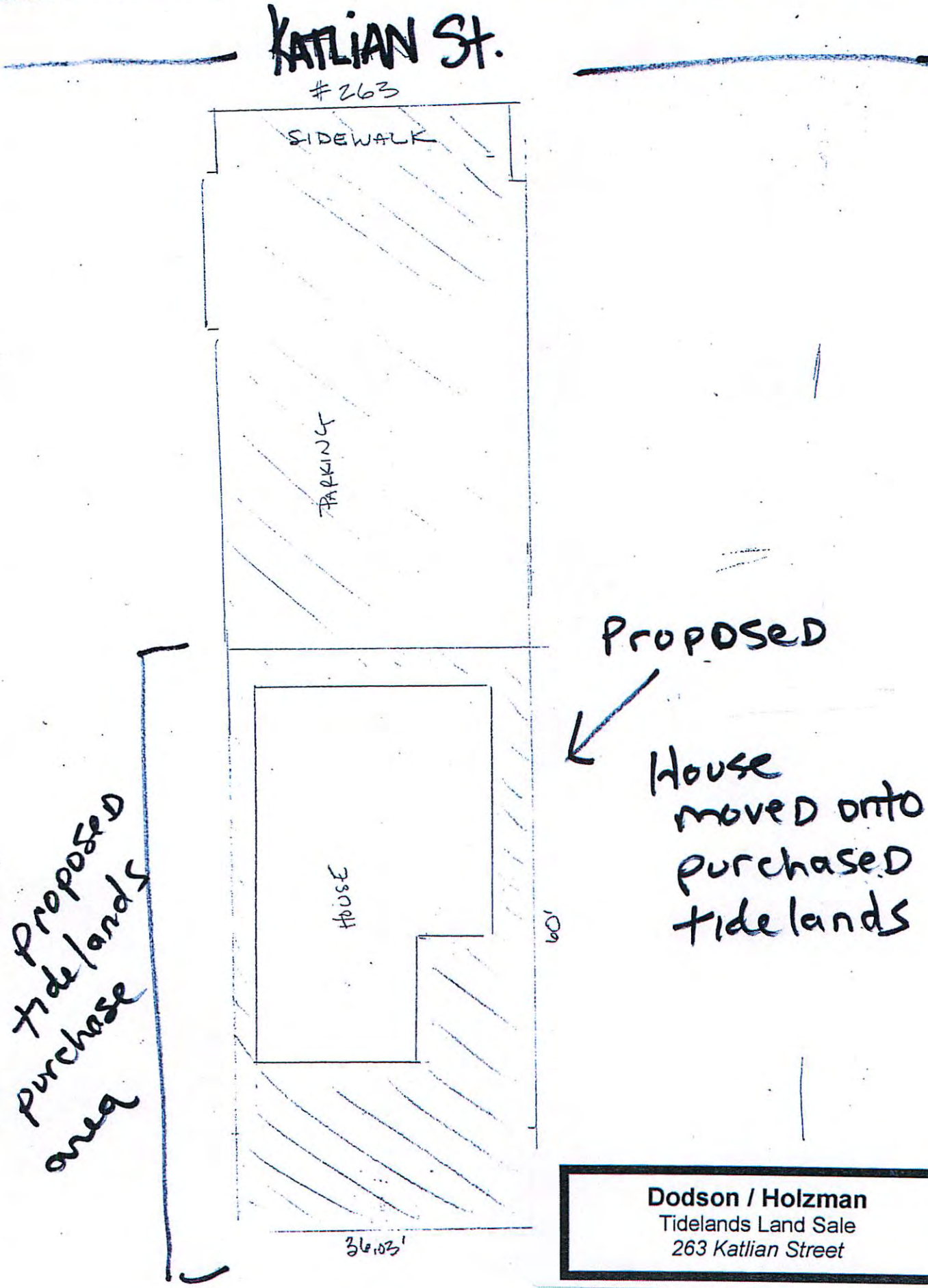
FORREST DODSON
MARY J. HOLZMAN
P.O. BOX 6575
SITKA, AK. 99835

263 KATLIAN
PROPERTY OWNED BY
HOLZMAN / DODSON

PROPOSED PURCHASE
FROM CITY AND BOROUGH

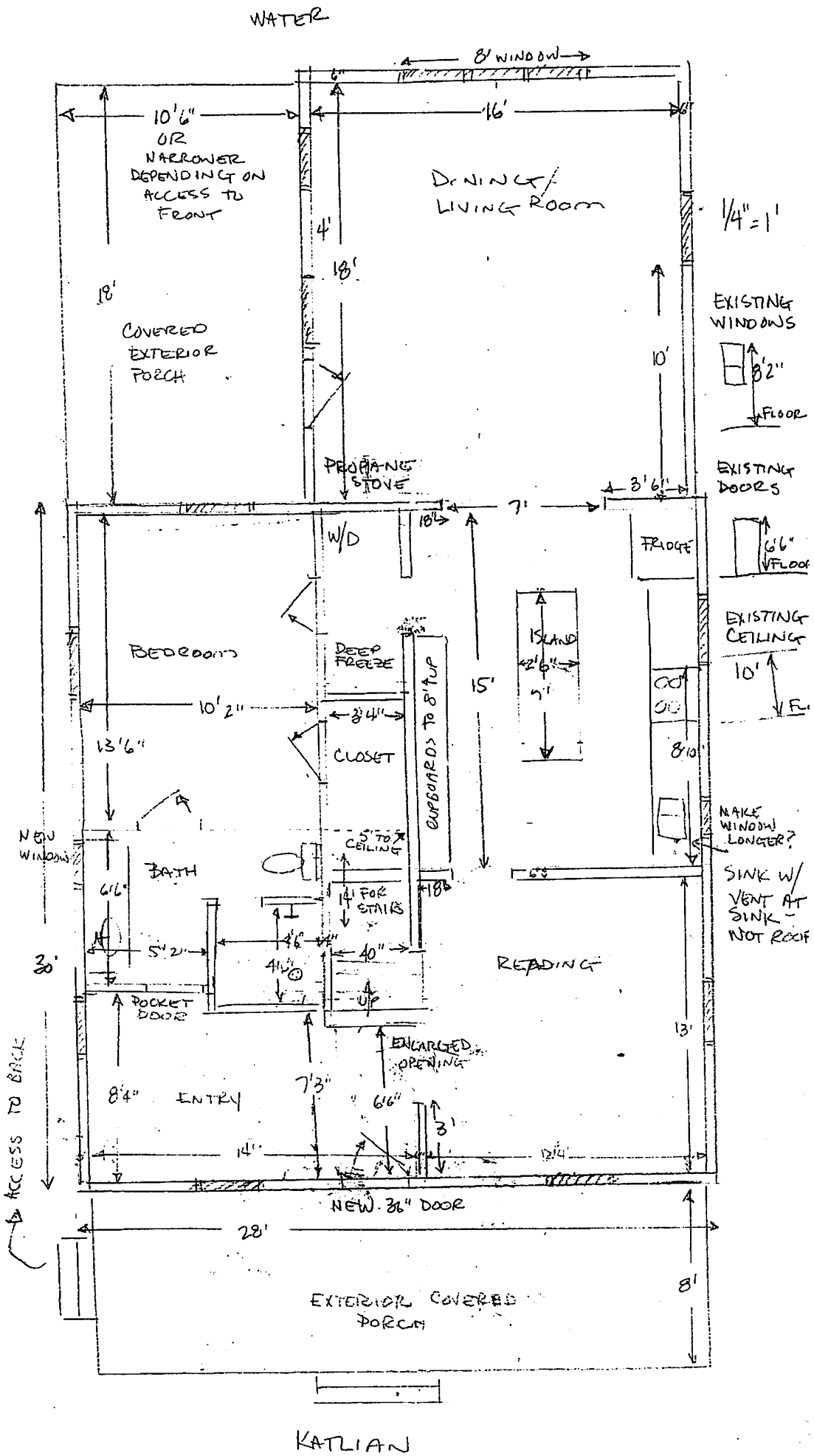


Dodson/Holzman
Tidelands Land Sale
263 Katlian Street

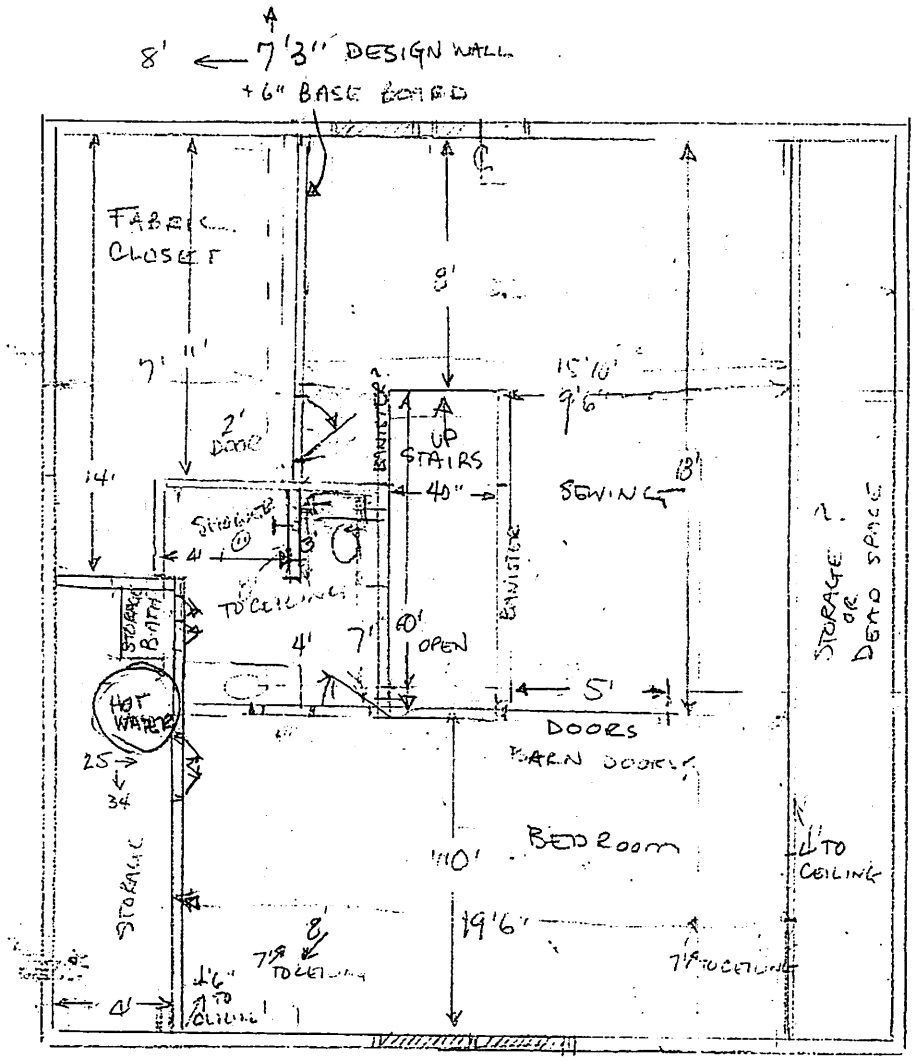


Dodson / Holzman
Tidelands Land Sale
263 Katlian Street

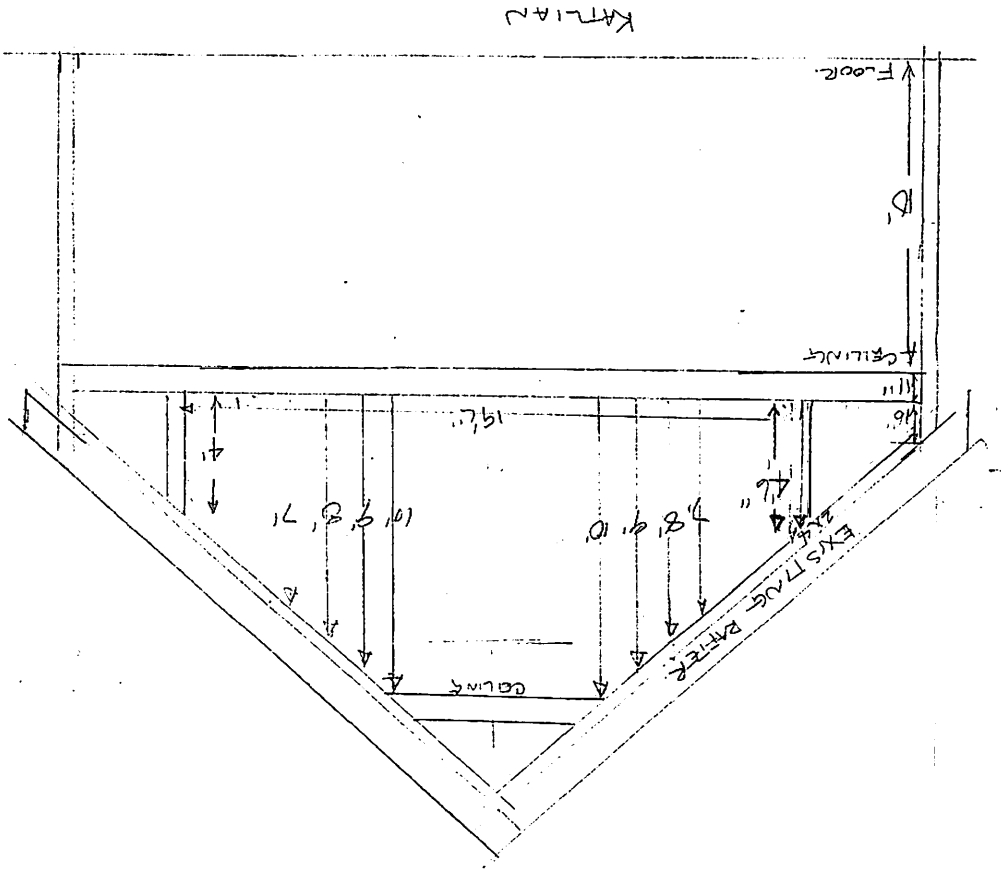
Forrest Dodson
Tidelands Sale
263 Katlian

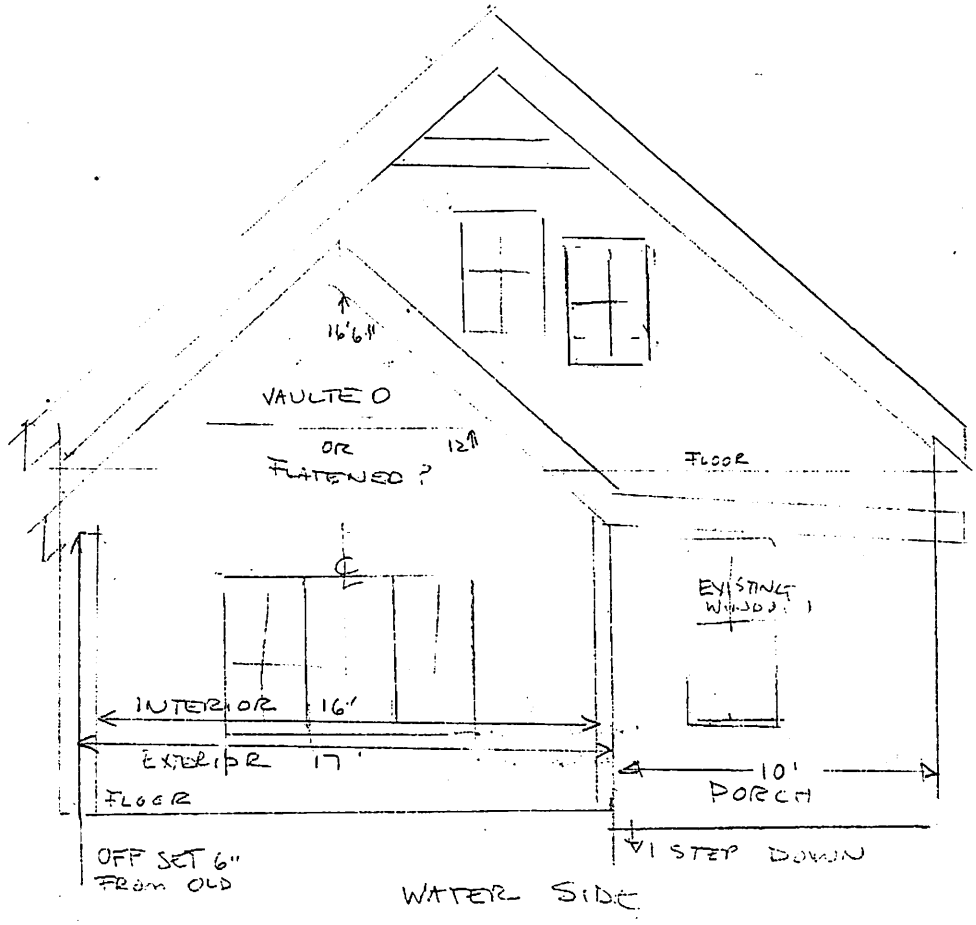


Forrest Dodson
Tidelands Sale
263 Katlian



KATIAN





Forrest Dodson
Tidelands Sale
263 Katlian

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

U.S. 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 INDIVIDUALS(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 ABOVE 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 OF ____ 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 PLANNING CODE 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, PLANNING 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

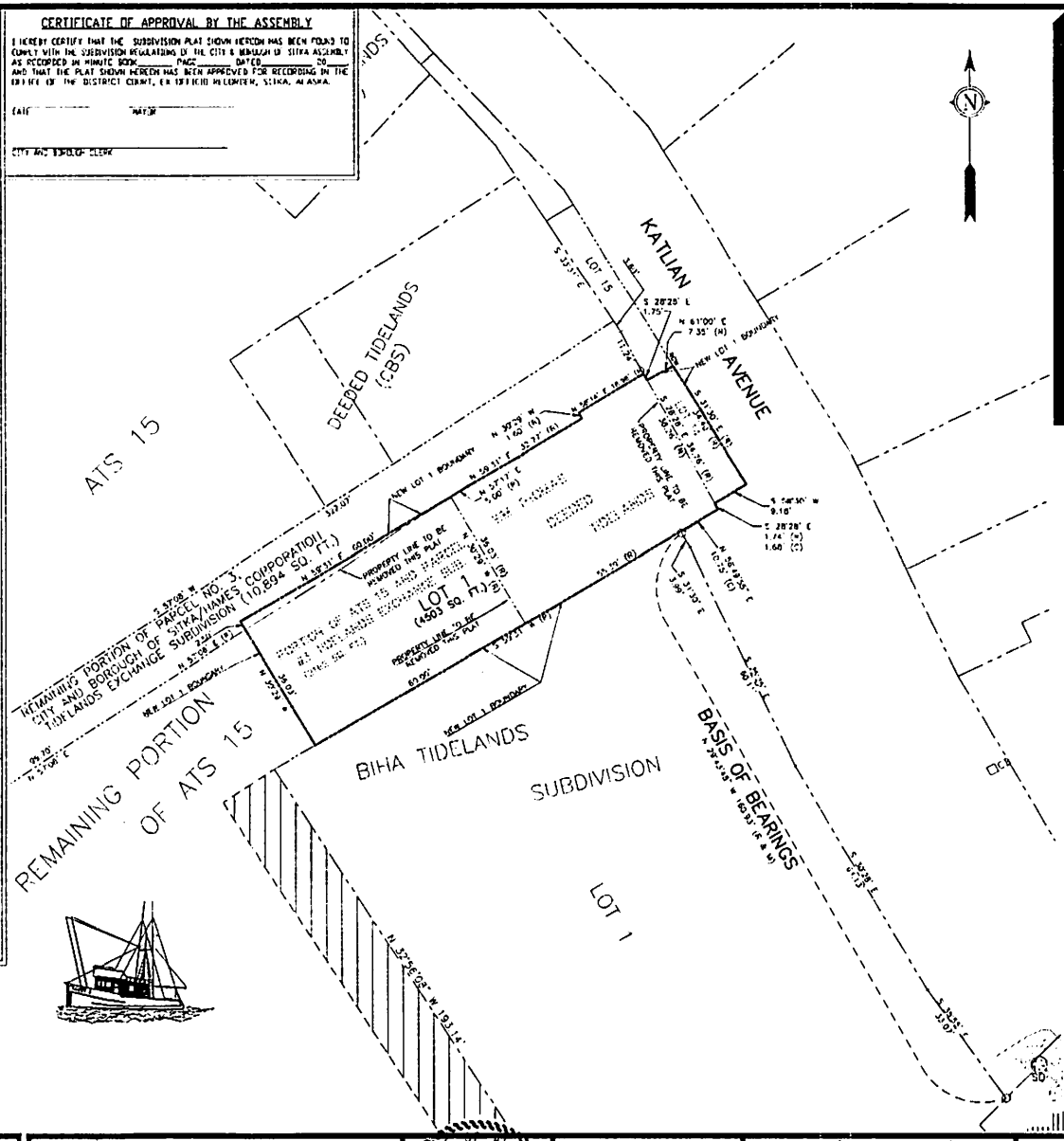
FINANCE DIRECTOR _____
CITY & BOROUGH OF SITKA

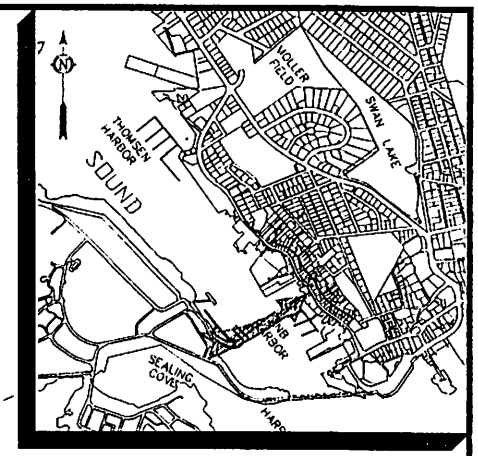
CERTIFICATE OF APPROVAL BY THE ASSEMBLY

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" = 1000'

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

1. THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE ATS 15 AND A PORTION OF PARCEL NO. 3 OF THE CBS/HAMES CORP. TIDELANDS EXCHANGE SUBDIVISION, CREATING A NEW PARCEL OF 2162 SQ. FT., AND COMBINING THIS NEW PARCEL WITH PREVIOUSLY DEEDED TIDELANDS AND LOT 14 OF USS 2542 INTO ONE SINGLE LOT (LOT 1, DODSON-HOLZMAN SUBDIVISION)
2. THE TOTAL SQUARE FOOTAGE OF LOT 1, DODSON-HOLZMAN SUBDIVISION, IS 4503 SQ. FT.

20 10 0 20 40 60
SCALE IN FEET

PRELIMINARY

SITKA RECORDING DISTRICT

O'NEILL
SURVEYING AND ENGINEERING

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

BY	DATE	REV.	DESCRIPTION OF CHANGE

RECORD OF REVISIONS

STATE OF ALASKA 49TH
PATRICK H. O'NEILL
LS 6394
REGISTERED PROFESSIONAL LAND SURVEYOR

DESIGN: G. P. O'NEILL
DRAWN: KD/ACAD
CHECKED: PHO
DATE OF PLAT: JUL 20, 2005 & 10/4/04
SCALE: 1" = 20'
DRAWING NAME: 30858-02
PROJECT NO. 30858-02-00

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN _____ A SURVEY OF THE HEREON 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 _____ PATRICK H. O'NEILL LS 6394

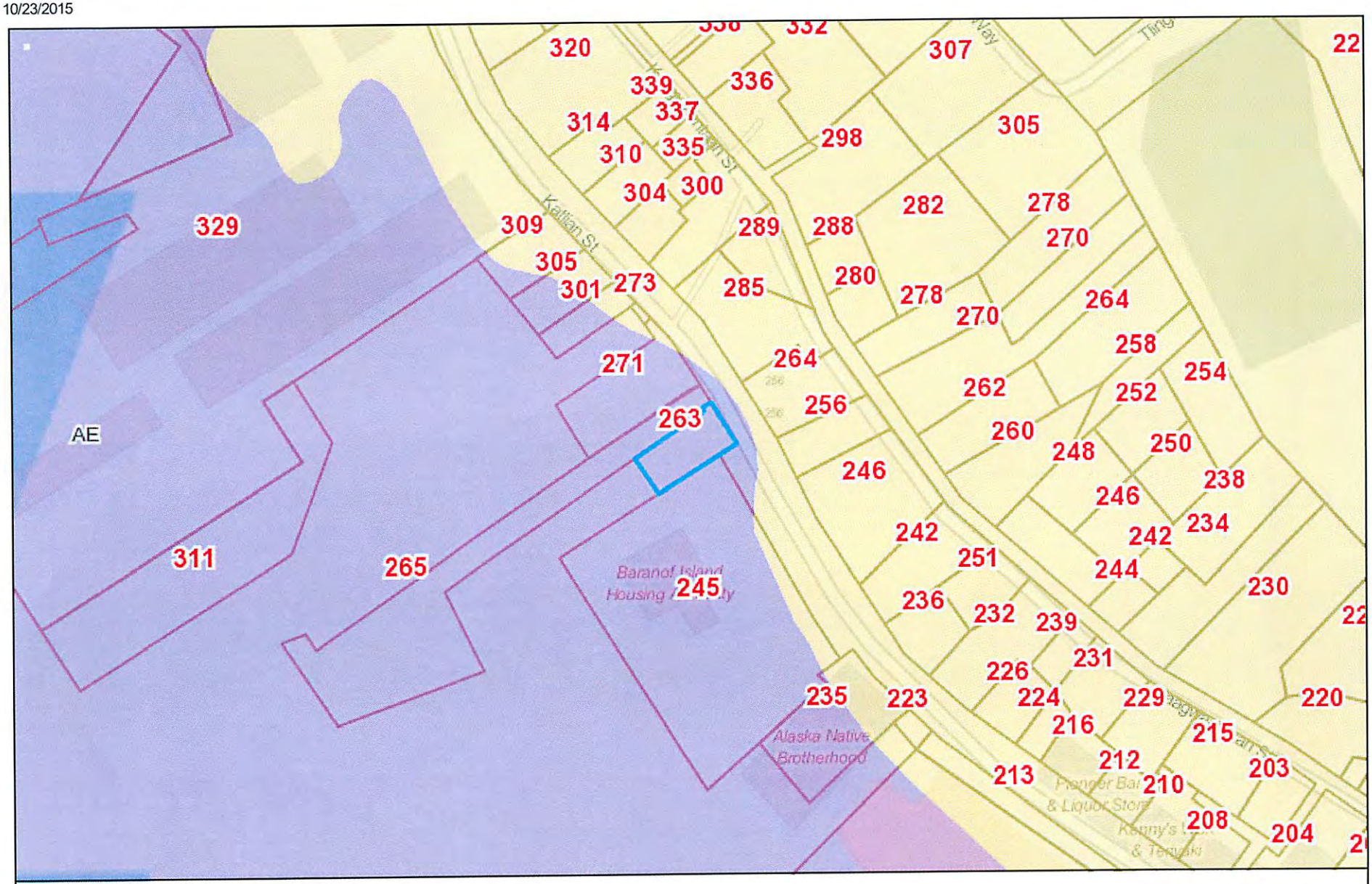
DODSON-HOLZMAN SUBDIVISION

A SUBDIVISION OF ATS 15 AND A PORTION OF PARCEL NO. 3, CITY AND BOROUGH OF SITKA/HAMES CORPORATION TIDELAND EXCHANGE SUBDIVISION, CREATING ONE NEW PARCEL TO BE COMBINED WITH THE DEEDED PORTION OF ATS 15 SEAWARD OF LOT 14 AS WELL AS LOT 14, BLK. 5, USS 2542.

CLIENT: DODSON AND HOLZMAN

SHEET 1 OF 1

Dodson/Holzman
Tidelands Land Sale
263 Katlian Street



City & Borough of Sitka, Alaska

Selected Parcel: 263 KATLIAN ID: 16720000

Printed on 10/23/2015 from http://www.mainstreetmaps.com/ak/sitka/internal.asp

N

MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

This map is for informational purposes only. It is not for appraisal of, description of, or ... legal responsibility for the information contained herein.

Dodson/Holzman
Tidelands Land Sale
263 Katlian Street

Most recent city staff comments

Carole Gibb

From: Maegan Bosak <maegan@cityofsitka.com>
Sent: Monday, June 08, 2015 10:30 AM
To: carole@cityofsitka.com
Subject: FW: Comments on tidelands lease sale adjacent 263 Katlian Street

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From: Dale Goerner [mailto:dgoerner@cityofsitka.com]
Sent: Monday, June 01, 2015 3:06 PM
To: 'Maegan Bosak'
Cc: 'Michael Harmon'; 'Jay Sweeney'; 'Stan Eliason'; Wendy Lawrence; Mark Gorman
Subject: RE: Comments on tidelands lease sale adjacent 263 Katlian Street

Maegan;
I also walked through the site for this proposal today (unintentionally with the owner who saw me while I was there) and am in agreement with Stan on his first sentence.
I cannot comment – either for or against, on the 2nd sentence. Stan is the expert.

There is no Electrical Department impact on this proposal.

It would be nice to see the Katlian area improved, even if it is one house and one lot at a time as in the case, and keeping the same historical house.

Regards;
Dale

From: Stan Eliason [mailto:stan@cityofsitka.com]
Sent: Monday, June 01, 2015 12:02 PM
To: Maegan Bosak
Cc: Michael Harmon; Jay Sweeney; dgoerner@cityofsitka.com
Subject: Re: Comments on tidelands lease sale adjacent 263 Katlian Street

Maegan, I have done a walk through with the property owner. I cannot convince myself, that his proposal will interfere with ANB Harbor or the grid.

I'm a bit hesitant on even thinking about grid expansion. Eventually, all grids will be shutdown in the SOA. I don't know when, but it has occurred in the lower 48. It's slowly making its way here.

SDE

Sent from my iPhone us

On Jun 1, 2015, at 10:23 AM, Maegan Bosak <maegan@cityofsitka.com> wrote:

> Hello,
>
> In November of 2014, Bud Dodson requested a sale of tidelands adjacent his home at 263 Katlian Street. Scott sent the request around, asking for staff comments. From those comments, the proposed sale was denied.

Mr. Dodson approached Gorman last month asking about an appeal process of the decision to sell, which goes through the Planning Commission prior to the Assembly for concept.

Included in the Planning Commission packets, were staff comments of which Mr. Dodson may try to contact you to discuss. I am happy to sit in on those conversations and assist.

Just wanted to give you a heads up. Please see the attached staff comments.

Thanks,

Maegan Borak

Planning and Community Development Director
City and Borough of Sitka
907.747.1824

<staff comments 2.pdf>

<staff comments.pdf>

Previous city staff comments

Maegan Bosak

From: Michael Harmon <michael@cityofsitka.com>
Sent: Monday, November 17, 2014 5:45 PM
To: Scott Brylinsky
Cc: Jay Sweeney; Stan Eliason; Mark Gorman; Marlene Campbell; erin@cityofsitka.com; maegan@cityofsitka.com
Subject: RE: tidelands parcel adjacent to 263 Katlian Ave. - surplus to city's needs?

Scott,

I am not sure the Public Works really has any jurisdiction on this issue as it mainly impacts the Harbor Department and ultimately future planning/zoning and land management of CBS property. However, given my overall knowledge of doing projects, maintaining infrastructure, and understanding the value of waterfront/tideland access, I strongly agree with the majority of Marlene's comments. We are really struggling to have enough waterfront access and property that is not seriously encumbered by oddities many of which we have created onto ourselves by selling important tidelands.

MICHAEL HARMON, P.E.
Public Works Director
City and Borough of Sitka
100 Lincoln Street
Sitka, AK 99835
Office 907-747-1823
Fax 907-747-3158
michael@cityofsitka.com

Dodson / Holzman
Tidelands Land Sale
263 Katlian Street

From: Marlene Campbell
Sent: Monday, November 17, 2014 2:31 PM
To: Scott Brylinsky; erin@cityofsitka.com; maegan@cityofsitka.com
Cc: Michael Harmon; Jay Sweeney; Stan Eliason; Mark Gorman
Subject: RE: tidelands parcel adjacent to 263 Katlian Ave. - surplus to city's needs?

One of my jobs since 1987 has been Coastal Management Coordinator under the CBS Coastal Management Plan. Although the ACMP has been eliminated, CBS has continued to maintain the enforceable policies of the Sitka Coastal Management Program by ordinance. The Sitka Coastal Plan recognizes the unique value of tidelands. Almost all Alaska tidelands are owned by the State of Alaska, with the exception of a few privately owned properties and the City and Borough of Sitka's tidelands in the Sitka downtown area.

The value of these tidelands far exceeds the square foot value, and enables CBS to utilize its tidelands for, among other things, the City's small boat harbor system (largest in the state) and seafood processing. The grid is used by recreational, commercial, and subsistence vessels from small skiffs to large fishing boats, on a year-round basis, for both regular maintenance and emergency use. Persons using the grid must be able to get to, from, and around the area of the grid, including the proposed sale area and the road, to adequately access and work on their vessels under all tide conditions. Maintaining the maximum amount of tidelands and adjacent uplands under and around all portions of the grid, from the street to the channel, is basic to being able to utilize it effectively. I consider the area proposed for surplus is an integral part of this tidelands complex and is an essential part of the City's waterfront facilities; it is not surplus to the City's needs.

I have gone on record repeatedly stating that the very limited tidelands owned by the City and Borough of Sitka are a precious and limited resource that should never be sold except in rare circumstances where the tidelands are no longer serving a tidelands function and are in fact surplus to the needs of the City and the public. The tidelands adjacent to the City's seaplane facility area which were sold to a private party for a very small sum are a prime example of this critical resource, which has continued to cause problems in the area and limit the potential for the City to more productively use these tidelands and uplands in the future for City purposes. The City has so few shoreline areas in developable

locations, that their value to CBS could be much higher in the future, and perhaps the tidelands could be essential to future development. I would therefore recommend that CBS functional tidelands, in general, should never be sold, and even if leased CBS should have the ability to terminate the lease at some point. This suggestion would not apply to already filled tidelands which may only benefit the uplands property owner.

Thanks for the opportunity to comment. --Marlene

Marlene A. Campbell
Government Relations Director
City and Borough of Sitka
100 Lincoln St.
Sitka, AK 99835
voice: 907-747-1855 fax: 907-747-7403
campbell@cityofsitka.com

From: Scott Brylinsky [mailto:planningdirector@cityofsitka.com]
Sent: Wednesday, November 12, 2014 9:59 AM
To: deptheads@cityofsitka.com
Cc: erin@cityofsitka.com; 'Maegan Bosak'
Subject: tidelands parcel adjacent to 263 Katlian Ave. - surplus to city's needs?

Dear Department Heads,

A party has expressed interest in acquiring a parcel of city tidelands. The parcel is adjacent to 263 Katlian Avenue. It is not yet a "parcel," formally speaking, but rather an approximation of a parcel which would be created after a survey and replat. Nonetheless, for this early step in the process it seems the attached drawing showing the approximate boundaries is sufficient. The parties offering to purchase the tidelands state their intent is to fill the tidelands and relocate the dwelling, now on 263 Katlian Ave, to the filled tidelands. Note that the parcel under review is adjacent to the city grid.

Like most land sales, this proposal will also receive formal review by the Historic Preservation Commission and the Ports and Harbors Commission.

Before proceeding with a process to possibly dispose of these tidelands, a necessary step is to determine if they are surplus to the city's needs.

Therefore, I ask department heads to advise the Planning Department as to whether this parcel is surplus to their department's needs. Additionally, even if it is surplus to your department's needs, please advise if you are aware of a reason why it might be in the city's interest to retain these tidelands in the city lands inventory.

Please respond by Thursday November 20, or let me know if you need more time. If we receive no response from a department, the Planning Department will consider there to be "no objection" to disposing of the property.

Feel free to give a call if you would like more information or if there are any questions. Thank you.
Sincerely,
Scott

Scott Brylinsky
Interim Planning Director
City and Borough of Sitka
100 Lincoln Street, Sitka, AK 99835

Maegan Bosak

From: Chris Brewton <chrisb@cityofsitka.com>
Sent: Wednesday, November 19, 2014 10:01 AM
To: 'Stan Eliason'; 'Jay Sweeney'
Cc: 'Scott Brylinsky'; deptheads@cityofsitka.com; erin@cityofsitka.com; 'Maegan Bosak'; 'Dan Tadic'; 'Michael Harmon'
Subject: RE: tidelands parcel adjacent to 263 Katlian Ave. - surplus to city's needs?

Scott,

Other issue that may arise is the float home locations which are very near this location. There will be required infrastructure upgrades necessary to get sewer to the floats and not sure what the best route would be at this point.

c

From: Stan Eliason [mailto:stan@cityofsitka.com]
Sent: Wednesday, November 12, 2014 12:14 PM
To: Jay Sweeney
Cc: Scott Brylinsky; deptheads@cityofsitka.com; erin@cityofsitka.com; Maegan Bosak; Dan Tadic; Michael Harmon
Subject: Re: tidelands parcel adjacent to 263 Katlian Ave. - surplus to city's needs?

I agree with Jay.

Sent from my iPhone us

On Nov 12, 2014, at 12:04 PM, Jay Sweeney <jay@cityofsitka.com> wrote:

> Scott,
>
> One thing that strikes me immediately is the proximity of the subject tidelands to the City Grid. The City Grid is scheduled for renovation in 2031 as part of the Municipal Harbor Master Plan. If any element of the renovation involves redesign or expansion of the Grid, there is a possibility that some element of the adjacent tidelands could be affected. If control is lost, access to those tidelands would be much more difficult to obtain.
>
> From my perspective, I see no reason to want to dispose of the tidelands at this time.
>
> Regards,
>
> Jay
>
> *John P. Sweeney III*
>
> John P. ("Jay") Sweeney III
> Finance Director
> City and Borough of Sitka

CITY AND BOROUGH OF SITKA
Planning Commission
Minutes of Meeting
December 1, 2015

Present: Chris Spivey (Chair), Darrell Windsor (Vice-Chair), Tamie Parker Song—via phone (Member), Debra Pohlman (Member), Randy Hughey (Member), Maegan Bosak (PCDD), Michael Scarcelli (Senior Planner), Samantha Pierson (Planner I)

Absent: None

Members of the Public: Kevin Knox, Stan Eliason (Harbormaster), Forrest Dodson (via phone), Mary Holzman (via phone), Michael Tisher, Kelly Pellett, Cliff Richter, Jay Stelzenmeller

Chair Spivey called the meeting to order at 7:01 p.m.

Roll Call:

PRESENT: 5 – Spivey, Windsor, Parker Song (via phone), Pohlman, Hughey

Consideration of the Minutes from the November 3, 2015 meeting:

MOTION: M/S POHLMAN/WINDSOR moved to approve the meeting minutes for November 3, 2015.

ACTION: Motion **PASSED unanimously 5-0** on a voice vote.

The evening business:

ZONING TEXT CHANGE
SHORT TERM RENTALS AND BED AND BREAKFAST OPERATIONS IN PUBLIC ZONE
TIM FULTON

Public hearing and consideration of a zoning text change request filed by Tim Fulton. The proposed zoning text change would permit B&B's and Short-Term Rentals on boats in municipal harbors, in the Public Zone. The request is filed by Tim Fulton.

STAFF REPORT: Scarcelli reviewed the request, which would permit B&B's and short-term rentals in all properties zoned Public Lands District. Scarcelli stated that the Port and Harbors Commission had some positive and some negative thoughts about the request. Scarcelli stated concerns for sewage dumping and safety. Scarcelli noted that the applicant was currently at another board where he serves as chair, but can answer questions via phone if commissioners wished. Scarcelli read a letter submitted by the applicant.

COMMISSIONER DELIBERATION: Commissioners did not have questions for the applicant. Windsor asked for clarification on Public zoning. Scarcelli clarified that if the zoning text change was enacted, bed and breakfast operations and short-term rentals would be permitted or

conditional in all lands zoned Public Lands, beyond the harbors. Hughey asked about infrastructure and sewage concerns.

PUBLIC COMMENT: Port and Harbors Commission Chair Kevin Knox and Harbormaster Stan Eliason expressed concerns for sanitation, safety, traffic, and increased workload of harbor staff. Knox acknowledged that the request is interesting, and short-term rentals are permitted in harbors in other states. Eliason stated that boats must currently be taken to a dump station, since sewage pipes are not run to all boats.

> **MOTION: M/S HUGHEY/WINDSOR** moved to approve the staff findings that 1) the proposal negatively impacts the public's health, safety, and welfare due to the anticipated impact to public infrastructure, the impacts resulting from sewage, the anticipated cost of enforcement and oversight; 2) is inconsistent with the comprehensive plan as discussed in the staff report; and 3) involves the broad impacts that a zoning text change would have on lands zoned Public.
>
> **ACTION:** Motion **PASSED 5-0** on a voice vote.
>
> **MOTION: M/S HUGHEY/WINDSOR** moved to recommend denial of a zoning text change request filed by Tim Fulton for a zoning text change to permit short-term rentals and Bed and Breakfast operations in the Public Zone as a permitted or conditional use.
>
> **ACTION:** Motion **PASSED 5-0** on a voice vote.

7:25—Parker Song stated that she was having a hard time hearing discussion via phone. Commissioners agreed that since a quorum could be met without her, Parker Song could leave the meeting.

VARIANCE REQUEST
263 KATLIAN AVENUE, LOT 14, BLOCK 5, SITKA INDIAN VILLAGE, U.S. SURVEY 2542
FORREST DODSON AND MARY HOLZMAN

Public hearing and consideration of a variance request filed by Forrest Dodson and Mary Holzman for 263 Katlian Avenue and the adjacent tidelands. The variance request is for a reduction in lot size from 6,000 square feet to 4,428 square feet. The property is also known as Lot 14, Block 5, Sitka Indian Village, U.S. Survey 2542. The request is filed by Forrest Dodson and Mary Holzman. The owners of record are Forrest Dodson and Mary Holzman.

STAFF REPORT: Scarcelli reviewed the request. The variance would permit the creation of an undersized lot. The current lot is undersized, and the proposal would approximately double the lot size. This proposal would move the lot toward compliance. Scarcelli stated that the Historic Preservation reviewed the project and made a motion to approve, which failed.

APPLICANT: Forrest Dodson and Mary Holzman joined via phone, and stated that there was no new information.

COMMISSIONER DELIBERATION: Hughey asked staff why the Historic Preservation Commission denied approval for the project. Scarcelli stated that the HPC wanted to seek input from the Tribe and was concerned that moving the structure would make it ineligible for historic status. Bosak reminded the Commissioners that the HPC is a recommendation board, and the HPC's recommendations cannot prevent a project.

PUBLIC COMMENT: No public comment.

MOTION: M/S POHLMAN/HUGHEY moved to approve the required findings for variances involving major structures or expansions:

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, *specifically the small lot size;*

b) The variance is necessary for the preservation and enjoyment of a substantial property right of use possessed by other properties but are denied to this parcel;

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

d) That the granting of such a variance will not adversely affect the Comprehensive Plan, *specifically, it is in line with Comprehensive Plan 2.4.1, which states, "To guide the orderly and efficient use of private and public land in a manner that maintains a small-town atmosphere, encourages a rural lifestyle, recognizes the natural environment, and enhances the quality of life for present and future generations without infringing on the rights of private landowners," and conditions of approval mitigate any harm and the proposal enhances the quality of access for current and future homeowners.*

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

MOTION: M/S POHLMAN/HUGHEY moved to approve the variance request filed by Forrest Dodson and Mary Holzman for 263 Katlian Avenue and the adjacent tidelands. The variance request is for a reduction in lot size from 6,000 square feet to 4,428 square feet. The property is also known as Lot 14, Block 5, Sitka Indian Village, U.S. Survey 2542. The request is filed by Forrest Dodson and Mary Holzman. The owners of record are Forrest Dodson and Mary Holzman.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

MINOR SUBDIVISION
263 KATLIAN AVENUE, LOT 14, BLOCK 5, SITKA INDIAN VILLAGE, U.S. SURVEY 2542
FORREST DODSON AND MARY HOLZMAN

Public hearing and consideration of a minor subdivision request filed by Forrest Dodson and Mary Holzman for 263 Katlian Avenue and the adjacent tidelands. The property is also known as Lot 14, Block 5, Sitka Indian Village, U.S. Survey 2542. The request is filed by Forrest Dodson and Mary Holzman. The owners of record are Forrest Dodson and Mary Holzman.

STAFF REPORT: Scarcelli reviewed the request. While the proposal would create an undersized lot, the proposal would move the lot toward code compliance. The proposal would mitigate traffic and parking concerns. Scarcelli proposed standards conditions that followed current code.

APPLICANT: Forrest Dodson and Mary Holzman joined via phone, and stated that there was no new information.

COMMISSIONER DELIBERATION: Hughey asked staff why the Historic Preservation Commission denied approval for the project. Scarcelli stated that the HPC wanted to seek input from the Tribe and was concerned that moving the structure would make it ineligible for historic status. Bosak reminded the Commissioners that the HPC is a recommendation board, and the HPC's recommendations cannot prevent a project.

PUBLIC COMMENT: No public comment.

> **MOTION: M/S WINDSOR/HUGHEY** moved to approve the staff findings that 1) the proposal positively impacts the public's health, safety, and welfare due to the anticipated impact to the proposed increase of space between the house and the front property line, newly created parking, and preservation of a historic structure; and 2) is consistent with the comprehensive plan as discussed in the staff report.
>
> **ACTION:** Motion **PASSED unanimously 4-0** on a voice vote.
>
> **MOTION: M/S WINDSOR/HUGHEY** moved to approve with staff's four conditions the final plat for a minor subdivision filed by Forrest Dodson and Mary Holzman for 263 Katlian Avenue and the adjacent tidelands. The property is also known as Lot 14, Block 5, Sitka Indian Village, U.S. Survey 2542. The request is filed by Forrest Dodson and Mary Holzman. The owners of record are Forrest Dodson and Mary Holzman.
>
> **ACTION:** Motion **PASSED unanimously 4-0** on a voice vote.

MINOR SUBDIVISION
213 PRICE STREET, LOT 1 OF MICK'S SUBDIVISION, U.S. SURVEY 3695
MICHAEL TISHER

Public hearing and consideration of a final plat for a minor subdivision at 213 Price Street. The subdivision would create two lots. The property is also known as Lot 1 of Mick's Subdivision, U.S. Survey 3695. The request is filed by Michael Tisher. The owner of record is Michael Tisher.

Chair Spivey stated that he has a professional relationship with the applicant, with no financial gain from this proposal. Commissioners allowed him to continue participating in the proceedings.

STAFF REPORT: Scarcelli reviewed the request and the property's history. The minor subdivision would create two lots, both zoned Industrial. Both proposed lots will be in excess of minimum dimension requirements. Bosak stated that Industrial property is in high demand in Sitka.

APPLICANT: Michael Tisher stated that he had no additional information to share.

COMMISSIONER DELIBERATION: Hughey stated that the request was very straightforward.

PUBLIC COMMENT: No public comment.

> **MOTION: M/S HUGHEY/WINDSOR** moved approve the staff findings that 1) the proposal positively impacts the public's health, safety, and welfare by providing space in the Industrial Zone; and 2) is consistent with the comprehensive plan as discussed in the staff report.
>
> **ACTION:** Motion **PASSED unanimously 4-0** on a voice vote.
>
> **MOTION: M/S HUGHEY/WINDSOR** moved to approve the final plat for a minor subdivision at 213 Price Street. The subdivision would create two lots. The property is also known as Lot 1 of Mick's Subdivision, U.S. Survey 3695. The request is filed by Michael Tisher. The owner of record is Michael Tisher.
>
> **ACTION:** Motion **PASSED unanimously 4-0** on a voice vote.

VARIANCE REQUEST
121 MOLLY LANE, LOT 6 OF MOUNTAINVIEW PHASE II SUBDIVISION
PELLETT ENTERPRISES

Public hearing and consideration of a variance request filed by Pellett Enterprises for 121 Molly Lane. The variance request is for a reduction in the front setback from 20 to 10 feet for the construction of a home. The property is also known as Lot 6 of Mountainview Phase II Subdivision. The request is filed by Pellett Enterprises. The owner of record is Mountain View Estates, LLC.

Chair Spivey stated that he had professional relationships with the applicant and the property owner. Hughey stated that he had a professional relationship with the applicant. Commissioners agreed to allow full participation by Spivey and Hughey.

STAFF REPORT: Scarcelli reviewed the request, highlighting the steep topography. Scarcelli stated that a 10 foot front setback was granted for the property directly across the cul-de-sac. Scarcelli stated that the Fire Department did not have concerns for the undersized cul-de-sac. Scarcelli stated that without a variance, additional excavation would be required to create an

acceptable building site. Scarcelli recommended a condition that the variance be measured as 10 feet from the property line to the drip line of eaves and no further.

APPLICANT: Kelly Pellett stated that the rear of the property has large rocks. The proposal would result in an elevation change of 12 feet from cul-de-sac to the lot level. Pellett stated that he also planned a rock wall to strengthen the lot.

COMMISSIONER DELIBERATION: No deliberation.

PUBLIC COMMENT: No public comment.

MOTION: M/S POHLMAN/HUGHEY moved to approve the required findings for variances involving major structures or expansions:

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

e) That there are special circumstances to the intended use that do not apply generally to the other properties, *specifically, the steep lot topography;*

f) The variance is necessary for the preservation and enjoyment of a substantial property right of use possessed by other properties but are denied to this parce, *specifically, the ability to develop the property without extensive excavation*;

g) 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, *specifically, that emergency vehicles will be able to properly access the cul-de-sac and that the front setback will not impact any adjacent property owners;*

h) That the granting of such a variance will not adversely affect the Comprehensive Plan, *specifically, it is in line with Comprehensive Plan 2.4.1, which states, "To guide the orderly and efficient use of private and public land in a manner that maintains a small-town atmosphere, encourages a rural lifestyle, recognizes the natural environment, and enhances the quality of life for present and future generations without infringing on the rights of private landowners," and conditions of approval mitigate any harm and the proposal enhances the quality of access for current and future homeowners.*

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

MOTION: M/S POHLMAN/HUGHEY moved to approve the variance request filed by Pellett Enterprises for 121 Molly Lane, subject to the condition that the variance only be 10 feet as measured from property to drip-line of eaves and no further. The variance request is for a reduction in the front setback from 20 to 10 feet for the construction of a home. The property is also known as Lot 6 of Mountainview Phase II Subdivision. The

request is filed by Pellett Enterprises. The owner of record is Mountain View Estates, LLC.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

Chair Spivey stated that he had a business relationship with the applicant. Commissioners agreed to allow him to continue full participation.

MAJOR AMENDMENT TO PLANNED UNIT DEVELOPMENT
100 INDIAN RIVER ROAD, LOT 3AA, INDIAN RIVER SUBDIVISION NO. 2
BARANOF ISLAND HOUSING AUTHORITY

Public hearing and consideration of a major amendment to a planned unit development subdivision permit requested by the Baranof Island Housing Authority (BIHA) at 100 Indian River Road. The property is also known as Lot 3AA, Indian River Subdivision No. 2. The owner of record is the Baranof Island Housing Authority.

STAFF REPORT: Scarcelli reviewed the request and the previously approved Planned Unit Development. This major amendment would change the proposed location and orientation of the buildings, and join them by a fire wall across a property lot line. Parking requirements remain the same. The proposed amendment will result in the same number of dwelling units as the original plan, but a reduced number of bedrooms.

APPLICANT: Cliff Richter explained that a professional estimate showed that the project was a million dollars over budget. This proposed amendment is one piece of BIHA cutting back the project expenditures. Richter stated that BIHA has a waiting list for one-bedroom apartments, and this property will help alleviate the demand. Richter stated that the Section 184 loan requires no more than 4 units per lot, which makes the two-lot design necessary. Richter thanked the planning staff for being helpful throughout the process.

COMMISSIONER DELIBERATION: Pohlman stated that the proposal was straightforward.

PUBLIC COMMENT: No public comment.

MOTION: M/S WINDSOR/POHLMAN moved to approve the staff findings that 1) the proposed amendment complies with the comprehensive plan by providing for the enhancement of the quality of life in Sitka through the development of affordable housing options; 2) the major amendment, though creative and unique, is in line with the prior approved Planned Unit Development Subdivision; and 3) the major amendment would not be injurious to the public's health, safety, and welfare.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

MOTION: M/S WINDSOR/POHLMAN moved to approve the plat for a major amendment to a planned unit development subdivision permit requested by the Baranof Island Housing Authority (BIHA) at 100 Indian River Road. This approval is subject to the access and utility easements being slightly modified to incorporate the parking and utilities that cross

lots 3AA-1 into lots 3AA-2 and 3AA-3; and a binding plat note stating no lot may be sold independently of the other lots. The property is also known as Lot 3AA, Indian River Subdivision No. 2. The request is to allow a multiplex residential structure across lot lines. The owner of record is the Baranof Island Housing Authority.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

8:15—Commissioners took a 5 minute break.

ZONING TEXT CHANGE
LICENSED MARIJUANA ACTIVITY AS PERMITTED USE IN CBD, WD, I, C-1, C-2, GP ZONES
CBS MARIJUANA ADVISORY COMMITTEE

Public hearing and consideration of a zoning text change request filed by the City and Borough of Sitka Marijuana Advisory Committee. The request would allow licensed marijuana activity as a permitted use in the Central Business District, Waterfront District, Industrial Zone, Commercial C-1 and C-2 zones, and the Gary Paxton Special Zone.

STAFF REPORT: Scarcelli reviewed the request and summarized marijuana regulation in Alaska. Scarcelli stated that state regulations are still evolving, and the state now allows cafes for consumption. Scarcelli stated that the application is broad, but state regulation addresses several specific categories of legal activity. Scarcelli cautioned the commissioners from moving too quickly, and encouraged the crafting of careful and thoughtful legislation. Bosak recommended that commissioners just start the discussion at this point.

COMMISSIONER DELIBERATION: Hughey asked if locations for marijuana would be more restrictive than alcohol. Bosak stated that marijuana would be more restrictive than alcohol, and referred to Drug Safe Schools. Bosak encouraged a joint meeting between the Planning Commission and Marijuana Advisory Committee. Bosak stated her preference for deliberating on the location of each category of marijuana use. Hughey stated that commissioners should be clear on the different legal activity categories before making an educated decision. Windsor stated that extensive public notice is required before opening a facility. Spivey stated that marijuana businesses cannot have business bank accounts since marijuana is federally illegal. Scarcelli stated that he has spoken to professionals from other localities who wish they would have rolled out local legislation more carefully. Windsor stated that the state will begin issuing licenses in May. Hughey expressed concern that if fees are too expensive, some individuals will still find illegal marijuana trade to be more profitable.

PUBLIC COMMENT: Jay Stelzenmeller, a member of the Marijuana Advisory Committee, stated that he primarily came to the meeting to hear the thoughts of Planning Commissioners. Stelzenmeller stated that he seeks to see marijuana move from the illegal realm to the legal realm. Stelzenmeller stated that marijuana businesses are not eligible for business tax benefits.

MOTION: M/S WINDSOR/POHLMAN moved to continue public hearing and discussion at the next scheduled Planning Commission meeting to allow for further study of negative impacts and the development of a zoning text change that would comply with newly

modified state regulations. The zoning text change request is filed by the City and Borough of Sitka Marijuana Advisory Committee. The request would allow licensed marijuana activities as a permitted use in the Central Business District, Waterfront District, Industrial Zone, Commercial C-1 and C-2 zones, and the Gary Paxton Special Zone.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

ZONING TEXT CHANGE
LICENSED MARIJUANA ACTIVITY AS CONDITIONAL USE IN LI AND GI ZONES
CBS MARIJUANA ADVISORY COMMITTEE

Public hearing and consideration of a zoning text change request filed by the City and Borough of Sitka Marijuana Advisory Committee. The request would allow licensed marijuana activity as a conditional use in the Large Island and General Island zones.

STAFF REPORT: Scarcelli reviewed the request and summarized marijuana regulation in Alaska. Scarcelli stated that state regulations are still evolving, and the state now allows cafes for consumption. Scarcelli stated that the application is broad, but state regulation addresses several specific categories of legal activity. Scarcelli cautioned the commissioners from moving too quickly, and encouraged the crafting of careful and thoughtful legislation. Bosak recommended that commissioners just start the discussion at this point.

COMMISSIONER DELIBERATION: Hughey asked if locations for marijuana would be more restrictive than alcohol. Bosak stated that marijuana would be more restrictive than alcohol, and referred to Drug Safe Schools. Bosak encouraged a joint meeting between the Planning Commission and Marijuana Advisory Committee. Bosak stated her preference for deliberating on the location of each category of marijuana use. Hughey stated that commissioners should be clear on the different legal activity categories before making an educated decision. Windsor stated that extensive public notice is required before opening a facility. Spivey stated that marijuana businesses cannot have business bank accounts since marijuana is federally illegal. Scarcelli stated that he has spoken to professionals from other localities who wish they would have rolled out local legislation more carefully. Windsor stated that the state will begin issuing licenses in May. Hughey expressed concern that if fees are too expensive, some individuals will still find illegal marijuana trade to be more profitable.

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MOTION: M/S POHLMAN/HUGHEY moved to continue public hearing and discussion at the next scheduled Planning Commission meeting to allow for further study of negative impacts and the development of a zoning text change that would comply with newly modified state regulations. The zoning text change request is filed by the City and Borough of Sitka Marijuana Advisory Committee. The request would allow licensed marijuana activities as a conditional use in the Large Island and General Island zones.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

DIRECTORS REPORT: Scarcelli reported that he and Bosak had attended the Alaska Planning Association meeting. Scarcelli noted that the next Commission agenda would include marijuana discussion, a Comprehensive Plan presentation by staff, and two variances.

COMMISSIONER DISCUSSION: Spivey asked about public attendance at Marijuana Advisory Committee meetings. Windsor stated that the Committee has not had much public attendance, and is considering holding a Town Hall meeting. Pohlman stated that there are potential benefits to legal marijuana activity that are not being discussed, such as marijuana cultivators using leftover planting pots that would otherwise be sent to the landfill.

MOTION: M/S WINDSOR/POHLMAN moved to adjourn at 8:53 pm.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

Chris Spivey, Chair

Samantha Pierson, Secretary

CITY AND BOROUGH OF SITKA
Planning Commission
Minutes of Meeting
November 3, 2015

Present: Chris Spivey (Chair), Darrell Windsor (Vice-Chair), Tamie Parker Song (Member), Debra Pohlman (Member), Michael Scarcelli (Senior Planner), Samantha Pierson (Planner I)

Absent: Randy Hughey (Member)

Members of the Public: James Steinson, Jeremy Twaddle, Forrest Dodson

Chair Spivey called the meeting to order at 7:02 p.m.

Roll Call:

PRESENT: 4 – Spivey, Windsor, Parker Song, Pohlman

Consideration of the Minutes from the October 20, 2015 meeting:

MOTION: M/S POHLMAN/WINDSOR moved to approve the meeting minutes for October 20, 2015.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

Consideration of the Agenda:
Chair Spivey requested that item A be moved to the end of the agenda, as the applicant was not yet present. Commissioners agreed to the change.

The evening business:

VARIANCE REQUEST
200 PRICE STREET, TRACT 1A of MOUNTAINVIEW PHASE 2 SUBDIVISION
JEREMY TWADDLE

Public hearing and consideration of a variance request filed by Jeremy Twaddle at 200 Price Street. The variance request is for a reduction of the rear setback from 10 to 5 feet for the construction of a building. The property is also known as Tract 1A of Mountainview Phase 2 Subdivision. The request is filed by Jeremy Twaddle. The owner of record is Mountain View Estates, LLC.

Chair Spivey offered to recuse himself due to his professional relationship with Mr. Twaddle. He stated that he did not have financial interest in this application, and that he could act in an unbiased manner. The other Commissioners agreed that he could participate.

STAFF REPORT: Scarcelli reviewed the request and recapped the variance that was approved for this lot at the August 5, 2015 meeting. The lot has two front setbacks and two rear setbacks.

The request is to reduce the southerly rear setback from 10 feet for 5 feet. The proposed use is permitted in the C-2 zone, although residential properties surround the property to the south and east. Scarcelli recommended a modified variance from 10 feet to 8 feet. Additionally, he recommended that the variance be conditioned upon limiting ingress and egress to Price Street and providing screening for all storage and parking areas.

APPLICANT: Jeremy Twaddle stated that he needed the 5 foot setback reduction to provide adequate access to the proposed building. He stated that his plan has been to limit access to Price Street. He stated that this building will strictly be a storage building, so he does not view it to be a fire hazard. Twaddle stated that the geography of the Molly Lane properties provides natural screening. He stated that his business will need to back boats into the building, so ample access is important. Twaddle stated that his company owns 180 Price Street, so the building would not be encroaching on another property owner's lot. Twaddle stated that if the variance is not granted, he will pursue a boundary line adjustment.

COMMISSIONER DELIBERATION: Pohlman expressed concern that the proposed building could limit light access to the trailer court. Spivey stated that if the variance is not granted, Twaddle will likely pursue a boundary line adjustment. Spivey stated concern that if the entrance is narrowed on Price Street due to a variance denial, vehicles could be brought through the trailer court. Windsor asked what the difference would be between 5 feet and 8 feet, in regard to the comprehensive plan. Scarcelli stated that variances are intended to adjust requirements for properties with intrinsic constraints, while this property is primarily limited by the applicant's design. Parker Song asked why relocating the building would not solve the need for access. Windsor stated that he views the setback in question as a side setback.

PUBLIC COMMENT: No public comment.

MOTION: M/S WINDSOR/POHLMAN moved to approve the following findings:

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, *specifically the double front setbacks;*

   b) The variance is necessary for the preservation and enjoyment of a substantial property right of use possessed by other properties but are denied to this parcel, *specifically, providing for appropriate placement of a building on a lot with two rear setbacks while also conditioning access to Price Street, which serves the enjoyment of all properties;*

   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, *specifically, conditions of approval would negate negative impact to adjacent parcels*; and

   d) That the granting of such a variance will not adversely affect the Comprehensive Plan, *specifically 2.5.2 To encourage commercial and industrial developments of a*

quality that does not adversely impact any adjacent recreational and residential areas, due the conditions limiting ingress and egress to Price Street and required screening.

ACTION: Motion **PASSED 3-0** on a voice vote.

MOTION: M/S WINDSOR/POHLMAN moved to approve a variance request filed by Jeremy Twaddle at 200 Price Street. The variance request is for a reduction of the rear setback from 10 to 5 feet for the construction of a building. The approval is conditioned upon: 1) The approval to limit ingress and egress to Price Street; and 2) Provide for screening of all storage and parking areas. The property is also known as Tract 1A of Mountainview Phase 2 Subdivision. The request is filed by Jeremy Twaddle. The owner of record is Mountain View Estates, LLC.

ACTION: Motion **PASSED 4-0** on a voice vote.

VARIANCE REQUEST
234 KOGWANTON, LOT 125, BLOCK 2, BIHA SUBDIVISION NO. 1, U.S. SURVEY 2542
JAMES STEINSON

Public hearing and consideration of a variance request filed by James Steinson at 234 Kogwanton Street. The variance request is for a reduction in the side setback from 5 to 0 feet and for a reduction in the front setback from 20 to 15 feet for the construction of stairs and railings. The property is also known as Lot 125, Block 2, BIHA Subdivision No. 1, U.S. Survey 2542. The request is filed by James Steinson. The owners of record are Mark and Heidi Nance.

Chair Spivey offered to recuse himself due to his professional relationship with Mr. Steinson. He stated that he did not have financial interest in this application, and that he could act in an unbiased manner. The other Commissioners agreed that he could participate.

STAFF REPORT: Scarcelli reviewed the request and the expired variance approval from 2005 for the reduction in the front setback. He reviewed the required setbacks and the constraints caused by topography and lot size. He stated that parking is already limited. Scarcelli stated that current access is not safe, and safety is a prime concern.

APPLICANT: James Steinson stated that the porch will not encroach upon the retaining wall. Scarcelli noted a discrepancy of 1 foot between the application and the site plan. Steinson stated that he has been measuring primarily from the house, so he wanted some leeway to ensure the proposed structures were within the approved setbacks. Steinson explained that the railings are required by building code as a safety feature.

COMMISSIONER DELIBERATION: No deliberation.

PUBLIC COMMENT: No public comment.

MOTION: M/S POHLMAN/WINDSOR moved to approve the following findings:

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, *specifically the small lot size, the need for safe and efficient access to an existing home, and the steep slope at the front of the property;*

    b) The variance is necessary for the preservation and enjoyment of a substantial property right of use possessed by other properties but are denied to this parcel, *specifically the ability to safely access the front entrance*;

    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, *specifically, the structure is minimal and conditions mitigate any adverse impacts to adjacent properties;*

    d) That the granting of such a variance will not adversely affect the Comprehensive Plan, *specifically, it is in line with Comprehensive Plan 2.4.1, which states, "To guide the orderly and efficient use of private and public land in a manner that maintains a small-town atmosphere, encourages a rural lifestyle, recognizes the natural environment, and enhances the quality of life for present and future generations without infringing on the rights of private landowners."*

ACTION: Motion **PASSED 4-0** on a voice vote.

MOTION: M/S POHLMAN/WINDSOR moved to approve a variance request filed by James Steinson at 234 Kogwanton Street. The variance request is for a reduction in the side setback from 5 to 0 feet and for a reduction in the front setback from 20 to 15 feet for the construction of porch, stairs, and railings. The property is also known as Lot 125, Block 2, BIHA Subdivision No. 1, U.S. Survey 2542. The request is filed by James Steinson. The owners of record are Mark and Heidi Nance.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

MINOR SUBDIVISION
263 KATLIAN STREET, LOT 14, BLOCK 5, SITKA INDIAN VILLAGE, U.S. SURVEY 2542
FORREST DODSON AND MARY HOLZMAN

Public hearing and consideration of a minor subdivision request filed by Forrest Dodson and Mary Holzman for 263 Katlian Street and the adjacent tidelands. The property is also known as Lot 14, Block 5, Sitka Indian Village, U.S. Survey 2542. The request is filed by Forrest Dodson and Mary Holzman. The owners of record are Forrest Dodson and Mary Holzman.

STAFF REPORT: Scarcelli explained this history of the request, including unanimous preliminary approvals of the proposed tideland sale by the Planning Commission on June 2, 2015 and the Assembly on June 23, 2015. The minor subdivision would involve platting tidelands that were previously unplatted. Scarcelli noted that lots along Katlian Street are small and parking can be problematic. This proposal would entail the relocation of the house back onto the tidelands, creating parking in front of the house. The proposal would move the lot toward conformity to the minimum lot requirement. Scarcelli noted that an upcoming variance application will address the lot size. Scarcelli noted that this house was built in 1904, and this proposal would allow preservation of this structure. Scarcelli stated that staff are supportive of the proposal. The proposal is in line with Comprehensive Plan sections 2.4.6, 2.6.1, and 2.6.2.

APPLICANT: Forrest Dodson stated that he proposes one lot, and that his wife plans to restore the house. Dodson stated that he was willing to do whatever it takes to see the project through the process.

PUBLIC COMMENT: No public comment.

COMMISSIONER DELIBERATION: Windsor asked about the subdivision process in regard to this property. Spivey replied that since the tideland portion was previously unplatted, it must be platted and joined with the current lot.

> **MOTION: M/S WINDSOR/POHLMAN** moved to approve the preliminary minor subdivision request filed by Forrest Dodson and Mary Holzman for 263 Katlian Street and the adjacent tidelands. The property is also known as Lot 14, Block 5, Sitka Indian Village, U.S. Survey 2542. The request is filed by Forrest Dodson and Mary Holzman. The owners of record are Forrest Dodson and Mary Holzman.
>
> **ACTION:** Motion **PASSED unanimously 4-0** on a voice vote.

MINOR SUBDIVISION
213 PRICE STREET, LOT 1 OF MICK'S SUBDIVISION, U.S. SURVEY 3695
MICHAEL TISHER

Public hearing and consideration of a final plat for a minor subdivision at 213 Price Street. The subdivision would create two lots. The property is also known as Lot 1 of Mick's Subdivision, U.S. Survey 3695. The request is filed by Michael Tisher. The owner of record is Michael Tisher.

COMMISSIONER DELIBERATION: Commissioners noted that Mr. Tisher had not arrived to the hearing. Commissioners stated that they would prefer to have the applicant present and discussed tabling the item.

> **MOTION: M/S WINDSOR/POHLMAN** moved to table the discussion.
>
> **ACTION:** Motion **PASSED unanimously 4-0** on a voice vote.

DIRECTORS REPORT: Scarcelli reported on his recent attendance at the state historic preservation training. He stated that preservation and restoration can reap greater economic benefits than new construction. Scarcelli stated gratitude for former chair Parmelee's service, and welcomed Parker Song to the commission. He stated that the planning staff would prepare a Comprehensive Plan presentation for the December 15 meeting.

COMMISSIONER DISCUSSION: Chair Spivey stated that the Planning Commission should have a discussion concerning marijuana. Windsor stated that the marijuana board would be making most of the decision-making while consulting the Planning Department. Scarcelli stated that he would be able to provide assistance, particularly in regard to zoning maps.

MOTION: M/S POHLMAN/WINDSOR moved to adjourn at 8:13 pm.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

Chris Spivey, Chair

Samantha Pierson, Secretary

CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS
330 Harbor Drive
Sitka, AK
(907)747-1811

Minutes - Final

City and Borough Assembly

Mayor Mim McConnell
Deputy Mayor Matt Hunter
Vice-Deputy Mayor Benjamin Miyasato
Aaron Swanson, Steven Eisenbeisz
Tristan Guevin, and Michelle Putz

Municipal Administrator: Mark Gorman
Municipal Attorney: Robin L. Koutchak
Municipal Clerk: Sara Peterson, CMC

Tuesday, June 23, 2015 **6:00 PM** **Assembly Chambers**

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

Present: 6 - McConnell, Hunter, Swanson, Eisenbeisz, Guevin, and Putz

Absent: 1 - Miyasato

IV. CORRESPONDENCE/AGENDA CHANGES

15-102 Reminders, Calendars and General Correspondence

V. CEREMONIAL MATTERS

None.

VI. SPECIAL REPORTS: Government to Government, Municipal Boards/Commissions/Committees, Sitka Community Hospital, Municipal Departments, School District, Students and Guests (time limits apply)

Perry Edwards, Sitka District Ranger gave an update on Harbor Mt. Road, fire awareness, and collection of special forest products with regards to permits. He thanked the city with regards to the Boomer property for the Blue Lake FERC mitigation.

15-098 Special Report: Marijuana legalization - timeframe and recommendations (Scott Brylinsky)

Scott Brylinsky, Temporary Planner gave a report on marijuana legalization and

timeline associated with the legalization.

VII. PERSONS TO BE HEARD

Michelle Putz announced that she will not be running in the October election and encouraged women to run.

VIII. REPORTS

a. Mayor, b. Administrator, c. Attorney, d. Liaison Representatives, e. Clerk, f. Other

Mayor - Expressed condolences to Archie Nielsen's family.

Administrator - Reported on airport congestion, met with finance staff and non-profit leaders, had conversations with Senator Stedman's Chief of Staff, Randy Raul, met with a representative from the Boat Company with concerns of Baranof Warm Springs, gave appreciation to Search and Rescue regarding recent events, reported that ambulance calls are up 60 from this time last year.

Liaison - Putz attended the Tree and Landscape Committee meeting.

Clerk - Reported Assembly meetings will be held at UAS beginning July 28th.

Other - Putz informed that the not for profit ordinance would come back in August.

IX. CONSENT AGENDA

A 15-094 Approve the Health Needs and Human Services Commission goals for 2015

This item was APPROVED on the Consent Agenda. The motion PASSED by a unanimous voice vote.

X. UNFINISHED BUSINESS:

B 15-093 Consideration and award of the request for proposals submitted for the available funds ($39,765) in the Fisheries Enhancement Fund

Ann Wilkinson, Treasurer of Sitka Seafood Festival spoke to the application submitted by the Sitka Seafood Festival. Lisa Busch, Executive Director, Sitka Sound Science Center summarized the organization.

Putz spoke in support of funding the Sitka Seafood Festival. Guevin spoke in support of disbursement to Chinook Futures Coalition. Hunter spoke to the history and intent of the fund.

A motion was made by Putz to APPROVE awarding $39,765 to the Sitka Sound Science Center. The motion PASSED by the following vote.

Yes: 5 - Hunter, Swanson, Eisenbeisz, Guevin, and Putz

Absent: 1 - Miyasato

Recused: 1 - McConnell

C 15-095 Discussion/Direction/Decision on the future direction of the Sitka Convention and Visitors Bureau

Hunter spoke to the services that SCVB provided and suggested funding through the first quarter, spoke in favor of a change, and to exploring options of modifying the RFP. Eisenbeisz spoke to explore options, keeping services going quarterly, questioned of the costs of options, requested transparency, asked to see financials of both bringing it in house and from the SCVB, and the possibility of tasking the taskforce. Putz spoke to a one year extension. Guevin thought to fund them in the short term and agreed with absorbing functions and spoke in favor of a commission. Swanson spoke in favor of issuing a new RFP. Mayor spoke to a timeline through the end of the year, told of feedback and modifying the RFP, and looking closer at the in house option.

Gorman commented that until something replaced this entity, it remained status quo. He spoke with regards to budget reductions for FY2016 and a timeline of suggested options. Gorman encouraged the Assembly for direction and thought to casting a wider net of services by modifying the RFP. The in house option created stability and assurance. He strongly recommended against status quo and thought the visitor's services could fit in with Harrigan Centennial Hall.

Tonia Rioux, Director of SCVB stated the Board was directing the Assembly to list more concise guidelines for the RFP and asked the Assembly to extend the current situation until December 31. She had concerns with communication, outsourcing, and momentum. The Board was open to options. Suzan Hess, Representative of the Greater Sitka Chamber of Commerce spoke to a resolution that was drafted in support of the SCVB and stated since it was not considered an essential service and should remain outside of city functions. Suzan Hess spoke as a Sitka business owner in favor of the SCVB function to remain outside of the city. Sherry Aitken, Tour Operator of a local business spoke as a member of SCVB and supported continued service as status quo. Ann Bills, owner of a Bed and Breakfast and member of SCVB spoke in support of retaining the SCVB. Joseph List, General Manager of the Westmark spoke in support of the SCVB and retaining them. Duane Lambeth, Dove Island Lodge owner spoke in support of the SCVB and retaining them. Linda Williams, Sitka Tours spoke in favor of the SCVB.

Guevin questioned the level of budget detail to be reported and the appropriateness of looking at line by line budget items. Mayor felt the ordinance was outdated. Eisenbeisz questioned the limiting of funding and requested to see financials. Mayor spoke as Liaison for the commission and told of detailed budget availability.

Gorman summarized the direction, staff would bring forward a proposal at the Assembly meeting of July 14th with a possible executive session. Funding would continue through September 30 and possibly futher.

XI. NEW BUSINESS:

D 15-099 Board of Adjustment: Approve a temporary use permit for an asphalt plant filed by S&S General Contractors & Equipment Rentals, Inc. for Granite Creek Lease Lot #5. The request is to house an asphalt plant throughout the duration of the paving of Edgecumbe Drive.

A motion was made by Putz to CONVENE as the Board of Adjustment. The motion PASSED by a unanimous voice vote.

Maegan Bosak, Planning and Community Development Director gave a report of the requested Temporary Use Permit request. Eisenbeisz and Putz had concerns with

fire protection.

Joe Metler representative for S&S stated there was not a fire protection plan in place, but stated he could write a plan to submit and there were ponds to pump from. Bosak informed that conditions could be made.

A motion was made by Putz that this Item be APPROVED with the condition. The motion PASSED by the following vote.

Yes: 6 - McConnell, Hunter, Swanson, Eisenbeisz, Guevin, and Putz

Absent: 1 - Miyasato

A motion was made by Hunter to include a condition that S&S work with the Fire Chief for a satisfactory plan on fire prevention and suppression. The motion PASSED by the following vote.

Yes: 6 - McConnell, Hunter, Swanson, Eisenbeisz, Guevin, and Putz

Absent: 1 - Miyasato

A motion was made by Putz to RECONVENE as the Assembly in regular session. The motion PASSED by a unanimous voice vote.

E 15-100 Grant preliminary approval of a proposed tidelands sale request filed by Forrest Dodson and Mary Holzman for property adjacent to 263 Katlian Street

Planning and Community Development Director, Maegan Bosak stated that the City Grid would not be impacted, clarified the house would be moved toward the water which would create a front parking area, and told of the process. Eisenbeisz asked that staff calculate a current appraisal price. Hunter spoke of the process for sale of tidelands.

A motion was made by Putz that this Item be APROVED. The motion PASSED by the following vote.

Yes: 6 - McConnell, Hunter, Swanson, Eisenbeisz, Guevin, and Putz

Absent: 1 - Miyasato

F ORD 15-35S Repealing Sitka General Code Chapter 4.09 "Sales Tax" Section 4.09.100Y. "Exemption for Persons Who Have Reached the Age of Sixty-Five" and establishing section 4.09.130 "Rebate of a portion of Sales Tax for Certain Persons Who Have Reached the Age of Sixty-Five and are Experiencing Financial Hardship" *(first reading)*

Lois Rhodes spoke in opposition of the ordinance and suggested charging $20 yearly for an exemption card. Shirley Robards collected approximately 700 signatures in objection of removing the exemption. John Duncan Sr., Ann Bills, and Alene Henning spoke in opposition to the ordinance. Brian McNitt spoke in favor of the ordinance and the process. Ann Wilkinson spoke to alternatives with regards to employment status and questioned if the application could be modified.

Hunter spoke with regards to the increase of the aging population, financial hardship aspect, crediting to utility account option, age requirement, refunding ability, and sustainability. Eisenbeisz spoke to the refund aspect. Hunter clarified the changes in amount of refund for households and total rebate amount was increased. Putz was

opposed to the ordinance and suggested changing the exemption to food and fuel. Swanson does not support. Guevin spoke in support of the ordinance with more time to allow a review of the effective dates.

Jay Sweeney, Chief Finance and Administrative Officer reviewed the timeline, process, and prorating to utility accounts stating that the effective date was the date that the exemption went away.

A motion was made by Eisenbeisz that this Item be POSTPONED. The motion PASSED by a unanimous voice vote.

G ORD 15-38 Amending Sitka General Code Section 4.28.110 "Suitable and Authorized Investments for the Permanent Fund" by adding Exchange Traded Funds as an authorized investment for the Sitka Permanent Fund

Putz spoke in support of the ordinance as the Assembly Liaison to the Investment Committee. Sweeney, Chief Finance and Administrative Officer told of the disadvantages of exchange traded funds.

A motion was made by Putz that this Ordinance be APPROVED on first reading. The motion PASSED by the following vote.

Yes: 6 - McConnell, Hunter, Swanson, Eisenbeisz, Guevin, and Putz

Absent: 1 - Miyasato

H 15-101 Approve the transfers of 1) $50,000 from Project #90716 "Blue Lake Substation Maintenance" to Project #90648 "Transmission & 1220 Upgrade" Project; 2) $57,423.83 from Project #63003 "Blue Lake Power House Improvements" to Project #90672 "Medvejie Hatchery Transformer Replacement" Project; and 3) $85,817.63 from Project #63005 "Building Electric Heat Conversions" to a FY2016 Project "Electric Heating Systems/Dual Fuel Interruptible Power" and authorize the expenditure of the funds

Putz and Eisenbeisz questioned the high cost of the study. Hunter spoke in support of the amount. Dale Goerner, Interim Utility Director spoke to the RFQ.

A motion was made by Hunter that this Item be APPROVED. The motion PASSED by the following vote.

Yes: 6 - McConnell, Hunter, Swanson, Eisenbeisz, Guevin, and Putz

Absent: 1 - Miyasato

I 15-097 Discussion/Direction/Decision on the formation of a Citizens' Taskforce on City Services, Revenues and Fees

Putz spoke in support of a taskforce to assist with wants, needs, tax, and revenue. She asked that two public meeting open houses be held. Guevin spoke in support of a taskforce, thought that the taskforce should look at the comprehensive plan, and encouraged having diverse representation specifically with Sitka School District, Sitka Community Hospital and Sitka Tribe of Alaska. Swanson was in support of a taskforce and questioned the interest of seven members. Gorman talked to a time specific taskforce of six months to encourage public participation. Putz and Eisenbeisz spoke in favor of diverse representation. Staff was directed to send out a public notice. Guevin offered to be the Assembly Liaison to the taskforce.

XII. PERSONS TO BE HEARD:

None.

XIII. EXECUTIVE SESSION

None.

XIV. ADJOURNMENT

A motion was made by Putz to ADJOURN the meeting. Hearing no objection the meeting ADJOURNED at 9:37 PM.

ATTEST: _____
Melissa Henshaw
Acting Municipal Clerk

CITY AND BOROUGH OF SITKA
Planning Commission
Minutes of Meeting
June 2, 2015

Present: Chris Spivey (Vice Chair); Debra Pohlman (Member); Darrell Windsor (Member), Randy Hughey (Member), Carole Gibb (Planner I), Maegan Bosak (Planning & Community Development Director)

Absent: Richard Parmelee (Chair)

Members of the Public: Sheila Finkenbinder, Robert Woolsey, Jeremy Twaddle, Pat O'Neill, John Stein, Forrest Dodson, Mary J. Holzman, Andrew Thoms, Bruce Pauley, Jerald Neel, city staff Will Stortz, (Building Official) Dave Miller, (Fire Chief) Dale Goerner (Electric Department Acting Director).

Acting Chair Spivey called the meeting to order at 7:02 p.m.

Roll Call:

PRESENT: 4 –Spivey, Windsor, Hughey, Pohlman (arrived at 7:03)

Consideration of the Minutes from the May 13 and May 19, 2015 meetings:

MOTION: M/S WINDSOR/HUGHEY moved to approve the meeting minutes for May 13 and May 19, 2015.

ACTION: Motion **PASSED unanimously 3-0** on a voice vote.

The evening business:

TIDELANDS SALE
263 KATLIAN STREET
FORREST DODSON AND MARY J. HOLZMAN

Public hearing and consideration of an appeal of a proposed tidelands sale 263 Katlian Street. The proposed sale is for 2160 square feet of tidelands adjacent to the back portion of the existing lot. The property is also known as Lot 14, Block 5, Sitka Indian Village, U.S. Survey No. 2542. The request is filed by Forrest Dodson and Mary J. Holzman. The owners of record are Forrest Dodson and Mary J. Holzman.

STAFF REPORT: Bosak outlined the project and read recently-submitted staff comments in favor of the sale from Stan Eliason, Harbormaster, and Dale Goerner, Acting Electric Department Director. She reported that Mr. Dodson's intent was to reconstruct the house on the tidelands behind the current house site, and then create parking and a yard adjacent to Katlian Street in the area currently occupied by the house. Mr. Dodson had mentioned possibly trying to purchase a portion of the tidelands which is not directly behind the house to allow him to shift the house to

the north, but Bosak stated she wouldn't recommend that lateral shift because it moved the house closer to the municipal boat grid.

APPLICANT: Forrest Dodson described the intent to restore the historic house, and pointed out that his plan was to develop the tidelands parcel similar to the adjacent property, owned by BIHA. He also stated that it would be an improvement to the parcel, and to the Katlian neighborhood, which is currently undergoing a revitalization effort.

COMMISSIONER DELIBERATION: Commissioner Windsor asked Bosak what objections the city has or had regarding the sale of tidelands. Bosak said with any tidelands sale, it is helpful to weigh whether the city is giving up valuable public access to the waterfront, or selling an asset that is expected to appreciate substantially in the future, but the most recent comments from city staff suggest this sale is justified, especially considering the similar development on the neighboring property (BIHA), and because the proposed tidelands are directly behind and adjacent to the house, so they wouldn't be considered valuable in terms of public access. Windsor mentioned that the project creates additional parking, and more parking in that neighborhood is a good thing. Spivey observed that this purchase would generate income for the city. Hughey agreed that it made sense to sell the tidelands as long as the area sold was directly behind, and in line with the house, rather than allowing a lateral shift.

PUBLIC COMMENT: John Stein, former City Administrator spoke in favor of selling the proposed tidelands.

> **MOTION: M/S HUGHEY/WINDSOR** moved to recommend approval of the concept tidelands sale at 263 Katlian Street. The proposed sale is for 2,160 square feet of tidelands adjacent to the back portion of the existing lot. The property is also known as Lot 14, Block 5, Sitka Indian Village, U.S. Survey No. 2542. The request is filed by Forrest Dodson and Mary J. Holzman. The owners of record are Forrest Dodson and Mary J. Holzman.
>
> **ACTION:** Motion **PASSED unanimously 4-0** on a voice vote.

MINOR SUBDIVISION
LOT A, BAHOVEC ADDITION NO. 1, BARANOF WARM SPRINGS
CHRISTINE LUNDSTEDT

Public hearing and consideration of a concept plat for a minor subdivision of Lot A, Bahovec Addition No. 1, Baranof Warm Springs. The request is filed by Christine Lundstedt. The owner of record is Christine Lundstedt.

STAFF REPORT: Bosak described the project.

APPLICANT: Pat O'Neill spoke on behalf of Christine Lundstedt, explaining that the applicant had agreed to sell a small portion of her land to a neighbor. He said it was a small, but level site, conducive to building a small cabin.

COMMISSIONER DELIBERATION: Commissioner Hughey confirmed that in a Recreational Zone, there is no minimum lot size. Bosak confirmed that there were no comments received from neighbors.

PUBLIC COMMENT: No public comment.

MOTION: M/S POHLMAN/WINDSOR moved to recommend approval of a concept plat for minor subdivision of Lot A, Bahovec Addition No. 1, Baranof Warm Springs. The request is filed by Christine Lundstedt. The owner of record is Christine Lundstedt.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

ACCESSORY DWELLING UNIT
1301 EDGECUMBE DRIVE
ROBERT WOOLSEY

Public hearing and consideration of an Accessory Dwelling Unit conditional use permit at 1301 Edgecumbe Drive. The property is also known as Lot 1 of the Old City Shops Subdivision. The request is filed by Robert Woolsey. The owner of record is Robert Woolsey.

STAFF REPORT: Bosak explained the proposed ADU is a 120 sq. ft. structure is on a chassis which would have a permanent hook up to city utilities on a large R1 lot on Edgecumbe Drive. She described questions this project raises regarding ADUs, RVs as homes, tiny homes on wheels, concerns regarding building code, and related issues.

APPLICANT: Robert Woolsey said the structure was built through a partnership with the Sitka Conservation Society, the high school career and tech program, and the U.S. Forest Service. His home is on a 18,000 sq. ft. lot, with a separate driveway built to the site for the ADU. He had an open house to answer questions from neighbors. He said although the structure is on a trailer, it is not built or conceived as an RV. It is stick-built and substantive, and is designed as housing, rather than as a RV.

COMMISSIONER DELIBERATION: Commissioners asked for comments from the Building Official and Fire Chief.

Fire Chief Dave Miller commented that he is in support of small homes, but his concern is with a structure that doesn't meet building code, and especially egress. He described a sprinkler test conducted by his department and described his own experience regarding recent deaths caused by fire in Sitka. His conclusion was that if a fire starts in a small structure like this one, especially by the door, and there isn't another way out, that creates a serious hazard to life and safety.

William Stortz stated that a 120 sq. ft. structure would not meet code as a dwelling in multiple ways, including but not limited to egress. He explained that building code sets interior space minimums for habitable rooms, and mentioned that, for example, kitchen counters require 30 inches of clear space in front of them. To meet such codes, a one-bedroom house would be a minimum of about 350 sq. ft. and an efficiency would come to approximately 250 square feet.

He said in the case of RV's, a RV is required to meet standards involving egress capacity, plumbing, wiring, life safety issues. Stortz said if the structure qualified as an RV–which it does not–Sitka General Code 6.12 allows an RV to be inhabited as a dwelling for a maximum of 180 days.

PUBLIC COMMENT: Bruce Pauley, a neighbor, considers this structure a travel trailer because it has wheels, a chassis, a tongue and a hitch, and he said he doesn't believe it should be allowable housing in a R1 zone.

Sheila Finkenbinder said she likes the idea, and the structure looks like a house, not an RV. Andrew Thoms explained that the structure is a stick frame house that is built on a trailer not for the purposes of recreational travel, but to allow it to be moved to a permanent location. The structure itself fits in with the character of a residential neighborhood, as it is built with young growth spruce, and sheathed with cedar shingle siding.

Woolsey stated that the structure is not a travel trailer, but is built with materials and based on design plans for a home that will stay in place, rather than as a mobile home or RV.

COMMISSIONER DELIBERATION: Commissioners said they were not in favor of permitting something that does not meet code for safety, and also felt reluctant to consider permitting something that isn't an actual dwelling under city building code.

Commissioner Hughey said with reference to the structure being on a chassis, this tiny home is built in a way that distinguishes it from a travel trailer or RV and he feels it does fit into the character and look of a residential area, which is a relevant zoning concern. He said to address these building code issues, the high school could develop their program so that they are constructing tiny homes that meet code.

ZONING TEXT CHANGE 22.24.010 B
ALLOWING B&BS IN AN OWNER-OCCUPIED UNIT OF TWO-FAMILY DWELLING
CITY AND BOROUGH OF SITKA

Public hearing and consideration of a proposed zoning text amendment to modify SGC Ch 22.24.010 B allowing for a bed and breakfast to be located only in an owner-occupied single-family dwelling or in an owner-occupied unit of a two-family dwelling. The request is filed by the City and Borough of Sitka.

STAFF REPORT: Bosak gave background on the proposed zoning text change and shared that the department had received two letters in support of the change.

COMMISSIONER DELIBERATION: Commissioners discussed the merits of the proposal.

PUBLIC COMMENT: John Stein spoke in support of liberalizing B&Bs. Sheila Finkenbinder had applied for the zoning text change which preceded this one. She stated that she appreciated the city's efforts, and feels that if B&Bs were allowed in the owner-occupied portion of a duplex, it would encourage small-scale home sharing.

> **MOTION: M/S HUGHEY/POHLMAN** moved to recommend approval of a proposed zoning text amendment to modify SGC Ch 22.24.010 B allowing for a bed and breakfast to be located only in an owner-occupied single-family dwelling or in an owner-occupied unit of a two-family dwelling. The request is filed by the City and Borough of Sitka.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

MINOR SUBDIVISION
MOUNTAINVIEW SUBDIVISION 180 PRICE STREET
MOUNTAINVIEW ESTATES, LLC

Public hearing and consideration of a concept plat for a minor subdivision at 180 Price Street. The property is also known as Tract 1, Mountainview Subdivision. The request is filed by Jeremy Twaddle. The owner of record is Mountainview Estates, LLC.

STAFF REPORT: Bosak described the project.

APPLICANT: Jeremy Twaddle confirmed that he is planning to build a shop where he can store equipment, and have some bays to rent out for others to use. Discussion commenced regarding site features and access.

COMMISSIONER DELIBERATION: Commissioners had no further questions.

PUBLIC COMMENT: No public comment.

MOTION: M/S WINDSOR/POHLMAN moved to recommend approval of a concept plat for a minor subdivision at 180 Price Street. The property is also known as Tract 1, Mountainview Subdivision. The request is filed by Jeremy Twaddle. The owner of record is Mountainview Estates, LLC.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

DIRECTORS REPORT: Bosak gave a brief report on planning office matters including B&B zoning text change research, interest in and inquiries regarding tiny home, and enforcement issues.

PUBLIC COMMENT: No public comment.

MOTION: M/S HUGHEY/WINDSOR moved to adjourn at 8:48 pm.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

Chris Spivey, Acting Chair | **Carole Gibb, Secretary**

City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

Date: November 16, 2015

From: Samantha Pierson, Planner I, and Michael Scarcelli, Senior Planner

To: Planning Commission

Re: V 15-29 Variance Request for 263 Katlian Avenue

GENERAL INFORMATION

Applicant	Forrest Dodson and Mary Holzman P.O. Box 6575 Sitka, AK 99835
Property Owner:	Same as above
Property Address:	263 Katlian Avenue
Legal Description:	Lot 14, Block 5, Sitka Indian Village
Parcel ID Number:	16720000
Size of Existing Lot:	2,036 square feet
Zoning:	WD Waterfront
Existing Land Use:	Residential
Utilities:	Full city services
Access:	Access directly from Katlian Avenue
Surrounding Land Use:	Mixed use

ATTACHMENTS

Attachment A: Vicinity Map
Attachment B: Aerial Vicinity Map
Attachment C: Parcel Pictures
Attachment D: Application
Attachment E: Site Plan
Attachment F: Subdivision Plat

MEETING FLOW

- Report from Staff
- Applicant comes forward
- Applicant identifies him/herself – provides comments
- Commissioners ask applicant questions
- Staff asks applicant any questions
- Floor opened up for Public Comment
- Applicant has opportunity to clarify or provide additional information
- Comment period closed - brought back to the board
- Findings
- Motion to approve

Attachment G: Zoning Map
Attachment H: Mailing List
Attachment I: Proof of Payment
Attachment J: Proof of Ownership

BACKGROUND

In November 2014, the applicants expressed interest in acquiring adjacent tidelands to their residence at 263 Katlian Avenue. The application was originally denied at the city staff level due to concerns for proximity to the City's grid. Revised comments from the harbormaster state that there is no future expansion planned.

The intent is to fill the tidelands behind the house and move the home back onto the filled area, creating parking in front. The proposed minor subdivision would create one lot from the current property and the adjacent tidelands.

The Planning Commission recommended approval of the tidelands sale at the June 2, 2015 meeting on a 4-0 vote. Originally there were potential concerns with the sale and development of these tidelands and adjacent properties. However, Staff received revised comments from other municipal staff prior to the June 2 meeting, which stated that no impacts were anticipated on the City grid or Electrical Department.

The Assembly granted preliminary approval of the tidelands sale at the June 23, 2015 meeting on a 6-0 vote.

The Planning Commission approved the preliminary subdivision plat at the November 3, 2015 meeting on a 4-0 vote.

The variance request is for the reduction of the minimum lot size from 6,000 square feet to 4,428 square feet. The current lot is 2,036 square feet. The property is located at 263 Katlian Avenue, in the Waterfront District. The minimum lot size in a WD zone are 6,000 square feet.[1]

PROJECT DESCRIPTION

The applicant seeks approval of a variance so as to create a lot of substandard size.

ANALYSIS

Project / Site: The proposed tidelands are immediately adjacent the City Grid. The City Harbormaster had no issues with the proposal. The site is within the existing Historic Preservation zone and went before the Historic Preservation Commission on November 18, 2015. The HPC moved to approve the plan; the motion failed 1-4. Commissioners expressed concern that the relocation of the house could jeopardize the district's ability to gain official

[1] Table 22.20-1—Development Standards

historic status. The HPC also voted 5-0 to table the discussion to the December 9, 2015 meeting in order to consult with Sitka Tribe of Alaska.

On November 12, 2015, the Port and Harbors Commission was in support of the project and that was concurred by the Harbormaster. Topics of discussion included the extent and distance of the expansion, specifically in how it related to the adjacent BIHA property. Also, there was discussion about parking, City Grid, depth of the tide, amount of tidelands and public use, and U.S. Army Corps of Engineers requirements.

This lot at 263 Katlian Avenue is currently 2,036 square feet. The variance would create a 4,428 square foot lot, moving toward compliance with the minimum lot size of 6,000 square feet.[2]

The house currently does not meet the front setback requirement of 20 feet, but is approximately 14 feet from the front property line. The proposal would allow the property to meet front setback requirements and provide for front parking spaces. An argument can be made that front setbacks are not required for this property, as no setbacks are required from property lines of adjacent filled, intertidal, or submerged tidelands.[3] Additionally, this project would not have a rear setback requirement, or side setback requirements where the property line is adjacent to tidelands.

Zone: Waterfront District (WD) "is intended to be applied to lands with direct access or close proximity to navigable tidal waters within the urban area of the city and borough. Uses are intended whenever possible to be water-dependent or water-related with particular emphasis on commerce, tourism, commercial or industrial enterprises which derive major economic or social benefit from a waterfront location.[4] The proposal is in line with the intent of the Waterfront zoning district.

Traffic: Minimal anticipated impacts on traffic.

Parking: The current lot does not provide the two spaces required for a single-family dwelling unit.[5] The proposal to move the house toward the tidelands would facilitate parking in front of the house.

Noise: Minimal noise concerns beyond the construction period. A minimum lot size is one way to mitigate noise by creating buffer zones.

Public Health or Safety: No concerns for public health and safety.

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[2] Table 22.20-1—Development Standards
[3] 22.20.035 Note 12—No setbacks for property lines adjacent to tidelands
[4] Section 22.16.100—WD Waterfront District
[5] Section 22.20.100.G.1—Off-Street Parking Requirements

Habitat: No concerns outside of coastal zone under jurisdiction of US Army Corps of Engineers. Applicant has submitted a request for authorization with Linda Speerstra of USACE.

Property Value or Neighborhood Harmony: A larger parcel that moves toward compliance with minimum lot size and creates additional buffer between the existing properties on Katlian Avenue would reduce noise impacts, increase privacy, and increase property value.

Comprehensive Plan:
The proposal will help provide area for a more suitable buildable lot for waterfront district permitted uses, it would help provide incentive to save an existing historical home, would mitigate traffic and parking concerns, and move development towards conformity. These points specifically are in line with the following Comprehensive Plan goals and policies:

2.4.6. "To provide adequate land for commercial, industrial and residential growth and public use that promotes the efficient use, value and enjoyment of the environment."

2.6.1. "To facilitate the availability of adequate land zoned for residential, commercial, industrial and waterfront development."

2.6.2. "To encourage commercial and industrial developments of a quality that does not adversely impact any adjacent recreational and residential areas..."

FINDINGS[6]

D. **Required Findings for Variances.**

1. Required Findings for Variances Involving Major Structures or Expansions. Before any variance is granted, it shall be shown:
   a) That there are special circumstances to the intended use that do not apply generally to the other properties, *specifically, the small lot size;*
   b) The variance is necessary for the preservation and enjoyment of a substantial property right of use possessed by other properties but are denied to this parcel;
   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; and
   d) That the granting of such a variance will not adversely affect the Comprehensive Plan: *specifically, it is in line with Comprehensive Plan 2.4.1, which states, "To guide the orderly and efficient use of private and public land in a manner that maintains a small-town atmosphere, encourages a rural lifestyle, recognizes the natural environment, and enhances the quality of life for present and future generations without infringing on the rights of private landowners," and conditions of approval mitigate any harm and the proposal enhances the quality of access for current and future homeowners.*

RECOMMENDATION

It is recommended that the Planning Commission adopt the Planners' analysis and grant the requested variance for the reduction of the minimum lot size from 6,000 square feet to 4,428 square feet.

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[6] Section 22.30.160(D)(1)—Required Findings for Major Variances

City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

Date: October 27, 2015

From: Michael Scarcelli, Senior Planner

To: Planning Commission

Re: LS 15-01 Minor Subdivision of 263 Katlian Avenue and adjacent tidelands

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GENERAL INFORMATION

Applicant:	Forrest Dodson and Mary Holzman P.O. Box 6575 Sitka, AK 99835
Property Owner:	Same as above
Property Address:	263 Katlian Avenue
Legal Description:	Lot 14, Block 5, Sitka Indian Village
Parcel ID Number:	16720000
Size of Existing Lot:	2,036 square feet
Zoning:	WD Waterfront
Existing Land Use:	Residential
Utilities:	Full City Services
Access:	Access directly from Katlian Avenue
Surrounding Land Use:	Mixed use

MEETING FLOW

- Report from Staff
- Applicant comes forward
- Applicant identifies him/herself – provides comments
- Commissioners ask applicant questions
- Staff asks applicant any questions
- Floor opened up for Public Comment
- Applicant has opportunity to clarify or provide additional information
- Comment period closed - brought back to the board
- Findings
- Motion of recommendation

ATTACHMENTS

Attachment A: Vicinity Map
Attachment B: Aerial Vicinity Map
Attachment C: Parcel Pictures
Attachment D: Application
Attachment E: Site Plan
Attachment F: Subdivision Plat
Attachment G: Zoning Map
Attachment H: Warranty Deed
Attachment I: Payment
Attachment J: City Department Staff Comments

BACKGROUND

In November 2014, the applicants expressed interest in acquiring tidelands adjacent to their residence at 263 Katlian Avenue. The application was originally denied at the city staff level due to concerns for proximity to the City's grid. Revised comments from the harbormaster state that there is no future expansion planned.

The intent is to fill the tidelands behind the house and move the home back onto the filled area, creating parking in front. The proposed minor subdivision would create one lot from the current property and the adjacent tidelands.

The Planning Commission recommended approval of the tidelands sale at the June 2, 2015 meeting on a 4-0 vote. Originally there were potential concerns with the sale and development of these tidelands and adjacent properties. However, Staff received revised comments from other municipal staff prior to the June 2 meeting, which stated that no impacts were anticipated on the City grid or Electrical Department.

The Assembly granted preliminary approval of the tidelands sale at the June 23, 2015 meeting on a 6-0 vote.

The Planning Commission approved the preliminary plat at the November 3, 2015 meeting on a 4-0 vote.

PROJECT DESCRIPTION

The applicant seeks approval of a minor subdivision so as to acquire City owned tidelands adjacent to their existing parcel.

ANALYSIS

Project / Site: The proposed tidelands are immediately adjacent the City Grid. The City Harbormaster had no issues with the proposal. The site is within the existing Historic Preservation zone and went before the Historic Preservation Commission on November 18, 2015. The HPC moved to approve the plan; the motion failed 1-4. Commissioners expressed concern that the relocation of the house could jeopardize the district's ability to gain official historic status. The HPC also voted 5-0 to table the discussion to the December 9, 2015 meeting in order to consult with Sitka Tribe of Alaska.

On November 12, 2015, the Port and Harbors Commission was in support of the project and that was concurred by the Harbormaster. Topics of discussion included the extent and distance of the expansion, specifically in how it related to the adjacent BIHA property. Also, there was discussion about parking, City Grid, depth of the tide, amount of tidelands and public use, and U.S. Army Corps of Engineers requirements.

The minor subdivision shall conform to the Comprehensive Plan, the official zoning map, and all requirements in the Sitka General Code Title 22, Zoning.[1] Specifically, land is unsuitable for development if is found to have potential hazards such as flooding, high water table, or other features, which may be detrimental to the health, safety, or general welfare of existing and future residents; and therefore should not be developed *unless* hazards or eliminated by approved design or construction plans.[2] All concerns are minimal and should be addressed through requirements, conditions, variances, and other departmental and jurisdictional requirements.

Variance Required for Development of Substandard Lot Size and Setbacks

The minimum lot size in WD is 6,000 square feet.[3] The current lot is 2,036 square feet. The minor subdivision would result in a lot size of 4,428 square feet, moving the parcel toward compliance. The property would require a variance for lot size and setbacks. The variance for these issues will be heard in conjunction with the final plat at the December 1st Planning Commission hearing.

The house currently does not meet the front setback requirement of 20 feet, but is approximately 14 feet from the front property line. The proposal would allow the property to meet front setback requirements and provide for front parking spaces. An argument can be made that front setbacks are not required for this property, as no setbacks are required from property lines of adjacent filled, intertidal, or submerged tidelands.[4] Additionally, this project would not have a rear setback requirement, or side setback requirements where the property line is adjacent to tidelands.

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[1] § 21.40.010—Design Principles and Standards
[2] § 21.40.010(A)(3)—Lands Unsuitable for Development
[3] Table 22.20-1—Development Standards
[4] 22.20.035 Note 12—No setbacks for property lines adjacent to tidelands

The Waterfront District (WD) "is intended to be applied to lands with direct access or close proximity to navigable tidal waters within the urban area of the city and borough. Uses are intended whenever possible to be water-dependent or water-related with particular emphasis on commerce, tourism, commercial or industrial enterprises which derive major economic or social benefit from a waterfront location.[5] The proposal is in line with the intent of the Waterfront zoning district.

Traffic: Lack of front parking may impact traffic flow on Katlian Avenue, but would be improved by proposal and conditions.

Parking: The proposed plan will improve upon the property's parking availability.

Noise: No concerns outside of construction of intended future structures.

Public Health or Safety: No concerns.

Habitat: No concerns outside of coastal zone under jurisdiction of U.S. Army Corps of Engineers. Applicant has submitted a request for authorization with Linda Speerstra of USACE.

Property Value or Neighborhood Harmony: A larger parcel that moves toward compliance with minimum lot size and creates additional buffer between the existing properties on Katlian Avenue would reduce noise impacts, increase privacy, and increase property value.

Comprehensive Plan:

The proposal will help provide area for a more suitable buildable lot for waterfront district permitted uses, it would help provide incentive to save an existing historical home, would mitigate traffic and parking concerns, and move development towards conformity. These points specifically are in line with the following Comprehensive Plan goals and policies:

2.4.6. "To provide adequate land for commercial, industrial and residential growth and public use that promotes the efficient use, value and enjoyment of the environment."

2.6.1. "To facilitate the availability of adequate land zoned for residential, commercial, industrial and waterfront development."

2.6.2. "To encourage commercial and industrial developments of a quality that does not adversely impact any adjacent recreational and residential areas..."

RECOMMENDATION

It is recommended that the Planning Commission adopt the Senior Planner's analysis and findings found above and approve the requested minor subdivision final plat, subject to and conditioned upon input from Port and Harbors Commission and Historic Preservation Commission, and approval of sale of tidelands by City Assembly; and the following findings and conditions:

ADDITIONAL FINDINGS:

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[5] §22.16.100

1) Meets all Basic Criteria required by Section 21.12.010 (B):
    a. No dedications are needed;
    b. Monuments exist sufficient to locate all proposed lots on the site;
    c. The plat includes all contiguous land under common ownership; and
    d. Maintenance agreements as necessary;
2) Complies with the intent and purpose of the zoning code;
3) Does not negatively impact the public, health, safety, and welfare of the community or adjacent properties;
4) Comports with the Comprehensive Plan as stated in the staff report; and

CONDITIONS

1) Receives an approved variance from all required development standards that shall allow for the existing home to be moved further back from Katlian Avenue;

2) All street names are correctly identified (e.g. Katlian Avenue);

3) Complies with all requirements set forth in Section 21.12.030 Final Plat; and

4) Complies with all Final Plat submission requirements of Section 21.32.160.

City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

Date: October 27, 2015

From: Michael Scarcelli, Senior Planner

To: Planning Commission

Re: LS 15-01 Minor Subdivision of 263 Katlian Street and adjacent tidelands

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GENERAL INFORMATION

Applicant:	Forrest Dodson and Mary Holzman P.O. Box 6575 Sitka, AK 99835
Property Owner:	Same as above
Property Address:	263 Katlian Street
Legal Description:	Lot 14, Block 5, Sitka Indian Village
Parcel ID Number:	16720000
Size of Existing Lot:	2,036 square feet
Zoning:	WD Waterfront
Existing Land Use:	Residential
Utilities:	Full City Services
Access:	Access directly from Katlian Street
Surrounding Land Use:	Mixed use

MEETING FLOW

- Report from Staff
- Applicant comes forward
- Applicant identifies him/herself – provides comments
- Commissioners ask applicant questions
- Staff asks applicant any questions
- Floor opened up for Public Comment
- Applicant has opportunity to clarify or provide additional information
- Comment period closed - brought back to the board
- Findings
- Motion of recommendation

ATTACHMENTS

Attachment A: Vicinity Map
Attachment B: Aerial Vicinity Map
Attachment C: Parcel Pictures
Attachment D: Application
Attachment E: Site Plan
Attachment F: Subdivision Plat
Attachment G: Zoning Map
Attachment H: Warranty Deed
Attachment I: Payment
Attachment J: City Department Staff Comments

PROJECT DESCRIPTION

In November 2014, the applicants expressed interest in acquiring adjacent tidelands to their residence at 263 Katlian Street. The application was originally denied at the city staff level due to concerns for proximity to the City's grid. Revised comments from the harbormaster state that there is no future expansion planned.

The intent is to fill the tidelands behind the house and move the home back onto the filled area, creating parking in front. The proposed minor subdivision would create one lot from the current property and the adjacent tidelands.

BACKGROUND

The Planning Commission recommended approval of the tidelands sale at the June 2, 2015 meeting on a 4-0 vote. Originally there were potential concerns with the sale and development of these tidelands and adjacent properties. However, Staff received revised comments from other municipal staff prior to the June 2 meeting, which stated that no impacts were anticipated on the City grid or Electrical Department.

The Assembly granted preliminary approval of the tidelands sale at the June 23, 2015 meeting on a 6-0 vote.

ANALYSIS

Project / Site: The proposed tidelands are immediately adjacent the City Grid. The City must maintain access to the grid for use by recreational and commercial vessels, both for maintenance and emergency use. The site is within the existing Historic Preservation zone and must go before the Historic Preservation District, which is scheduled for November 18, 2015.

The minor subdivision shall conform to the Comprehensive Plan, the official zoning map, and all requirements in the Sitka General Code Title 22, Zoning.[1] Specifically, land is unsuitable for development if is found to have potential hazards such as flooding, high water table, or other features, which may be detrimental to the health, safety, or general welfare of existing and future residents; and therefore should not be developed *unless* hazards or eliminated by approved design or construction plans.[2] All concerns are minimal and should be addressed through requirements, conditions, variances, and other departmental and jurisdictional requirements.

Variance Required for Development of Substandard Lot Size and Setbacks

The minimum lot size in WD is 6,000 square feet.[3] The current lot is 2,036 square feet. The minor subdivision would result in a lot size of 4,428 square feet, moving the parcel toward compliance. The property would require a variance for lot size and setbacks. The variance for these issues will be heard in conjunction with the final plat at the December 1st Planning Commission hearing.

The property does not currently meet the front setback requirement of 20 feet. The house sits approximately 14 feet from the front property line. According to plans submitted and future discussed plans regarding the moving of the home, the minor subdivision would allow the owners to move the house back further from Katlian Street.

The Waterfront District (WD) "is intended to be applied to lands with direct access or close proximity to navigable tidal waters within the urban area of the city and borough. Uses are intended whenever possible to be water-dependent or water-related with particular emphasis on commerce, tourism, commercial or industrial enterprises which derive major economic or social benefit from a waterfront location.[4] The proposal is in line with the intent of the Waterfront zoning district.

Traffic: Lack of front parking may impact traffic flow on Katlian Street, but would be improved by proposal and conditions.

Parking: The proposed plan will improve upon the property's parking availability.

Noise: No concerns outside of construction of intended future structures.

Public Health or Safety: No concerns.

Habitat: No concerns outside of coastal zone under jurisdiction of US Army Corps of Engineers. Applicant should contact Linda Speerstra at 907-747-0658.

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[1] § 21.40.010
[2] § 21.40.010(A)(3).
[3] Table 22.20-1
[4] §22.16.100

Property Value or Neighborhood Harmony: A larger parcel that moves toward compliance with minimum lot size and creates additional buffer between the existing properties on Katlian Street would reduce noise impacts, increase privacy, and increase property value.

Comprehensive Plan:

The proposal will help provide area for a more suitable buildable lot for waterfront district permitted uses, it would help provide incentive to save an existing historical home, would mitigate traffic and parking concerns, and move development towards conformity. These points specifically are in line with the following Comprehensive Plan goals and policies:

2.4.6. "To provide adequate land for commercial, industrial and residential growth and public use that promotes the efficient use, value and enjoyment of the environment."

2.6.1. "To facilitate the availability of adequate land zoned for residential, commercial, industrial and waterfront development."

2.6.2. "To encourage commercial and industrial developments of a quality that does not adversely impact any adjacent recreational and residential areas..."

RECOMMENDATION

It is recommended that the Planning Commission adopt the Senior Planner's analysis and approve the requested minor subdivision concept plat, subject to and conditioned upon approval by the Port and Harbors Commission, Historic Preservation Commission, and the City Assembly and the following conditions:

1) Received and approved variance from all required development standards that shall allow for the existing home to be moved further back from Katlian Street;
2) Meets all Basic Criteria required by Section 21.12.010 (B):
    a. No dedications are needed;
    b. Monuments exist sufficient to locate all proposed lots on the site;
    c. The plat includes all contiguous land under common ownership; and
    d. Maintenance agreements as necessary;
3) All street names are correctly identified (e.g. Katlian Avenue or Street);
4) Complies with all requirements set forth in Section 21.12.030 Final Plat; and
5) Complies with all Final Plat submission requirements of Section 21.32.160.

City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

Date: 5/27/15

From: Maegan Bosak, PCDD

To: Planning Commission

Re: Dodson/Holzman Land Sale Appeal- 263 Katlian Street

GENERAL INFORMATION

Applicant:	Forrest Dodson and Mary Holzman P.O. Box 6575 Sitka, AK 99835
Property Owner:	Same as above
Property Address:	263 Katlian Street
Legal Description:	Lot 14, Block 5, Sitka Indian Village
Parcel ID Number:	16720000
Size of Existing Lot:	2,036 square feet
Zoning:	WD Waterfront
Existing Land Use:	Residential
Utilities:	Full City Services
Access:	Access directly from Katlian Street
Surrounding Land Use:	Mixed use.

MEETING FLOW

- Report from Staff
- Applicant comes forward
- Applicant identifies him/herself – provides comments
- Commissioners ask applicant questions
- Staff asks applicant any questions
- Floor opened up for Public Comment
- Applicant has opportunity to clarify or provide additional information
- Comment period closed - brought back to the board
- Findings
- Motion of recommendation

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Attachment F: Subdivision Plat
Attachment G: Zoning Map
Attachment H: Warranty Deed
Attachment I: City Department Staff Comments

PROJECT DESCRIPTION

In November 2014, the applicants expressed interest in acquiring adjacent tidelands to their residence at 263 Katlian Street. The intent is to fill the tidelands behind the house and move the home back onto the filled area, creating parking in front.

BACKGROUND

The first step to any land sale is to route the request through City departments to determine if there are issues or if the parcel is surplus to the City's needs.

Interim Planning Director Brylinsky followed the procedure and routed the request to department heads for comment. Comments have been included in your packets for review.

After review of staff comments, it was determined that this portion of tidelands is of value to the City and should remain in ownership of CBS.

Recently, Mr. Dodson approached Municipal Administrator Mark Gorman to appeal staff's decision and request that the proposed land sale be vetted through the public process.

ANALYSIS

Project / Site: The proposed tidelands are immediately adjacent the City Grid. The City must maintain access to the grid for use by recreational and commercial vessels, both for maintenance and emergency use. People and boats must be able to get to, from and around the grid to work on their vessels in all tidal conditions.

The City Grid is scheduled for renovation in 2031 as part of the Municipal Harbor Master Plan. Expansion/renovation could be limited if adequate tidelands are not available.

Furthermore, there has been significant discussion as to whether or not the City should sell any tidelands. Tidelands will continue to increase in value and be an asset to the City. Also, many feel the waterfront should be for public facilities and enjoyment, more of a benefit to the masses rather than an individual land owner. Tidelands are a very limited resource.

RECOMMENDATION

It is recommended that the Planning Commission adopt the Director's analysis and move to recommend denial of the proposed land sale at 263 Katlian Street.

If the Planning Commission instead decides to approve the proposed land sale, the process would be this: The request would go to the Assembly for concept approval, followed by creation of a minor subdivision, through Ports and Harbors and Historic Preservation Commissions, and then back to the Assembly for a final land sale ordinance.

Parcel ID: 16100000
KAREN LUCAS
LUCAS, KAREN, J.
224 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16105000
DAN/GRECHEN STOCKEL
STOCKEL, DAN & GRECHEN
P.O. BOX 1172
SITKA AK 99835-1172

Parcel ID: 16120000
BRIAN MCNITT
MCNITT, BRIAN
10 MAKSOUTOFF ST
SITKA AK 99835

Parcel ID: 16125000
TOM/ANITA MATTINGLY/BERGEY
MATTINGLY, TOM & BERGEY, ANITA
P.O. BOX 624
SITKA AK 99835-0624

Parcel ID: 16130000
NORTH PACIFIC SEAFOODS, INC.
NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16140000
NORTH PACIFIC SEAFOOD
NORTH PACIFIC SEAFOOD
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16150000
NORTH PACIFIC SEAFOODS, INC.
NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16155000
NORTH PACIFIC SEAFOODS, INC.
NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16160000
JACOB WHITE
WHITE, JACOB
P.O. BOX 361
HOONAH AK 99829-0361

Parcel ID: 16165000
ANNIE JOSEPH
JOSEPH, ANNIE, Y.
P.O. BOX 684
SITKA AK 99835-0684

Parcel ID: 16345000
HARRY JIMMY
JIMMY, HARRY
P.O. BOX 986
SITKA AK 99835-0986

Parcel ID: 16350000
JOHN/ELIZABETH SKEELE
SKEELE, JOHN/CAFFREY,
262 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16360000
ELIZABETH GOLDSBURY
GOLDSBURY, ELIZABETH, L.
278 KOGWANTON ST., #2
SITKA AK 99835

Parcel ID: 16365000
ELIZABETH GOLDSBURY
GOLDSBURY, ELIZABETH, L.
278 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16370000
LILLY JOHN ESTATE
JOHN,KITKA,HOGBERG %
JOHN, LILLY ESTATE%HO
P.O. BOX 338
HAINES AK 99827-0338

Parcel ID: 16380000
TIMOTHY/LYDIA MCGRAW
MCGRAW, TIMOTHY/LYDIA
288 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16385000
ELIZABETH GOLDSBURY
GOLDSBURY, ELIZABETH, L.
278 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16400000
BARANOF ISLAND HOUSI
BARANOF ISLAND HOUSI
245 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16710000
BARANOF ISLAND HOUSING AUTHORITY
BIHA OFFICE
BARANOF ISLAND HOUSING AUTHORITY
245 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16720000
DODSON/HOLZMAN REV. LIVING TRUS
DODSON, FORREST, & HOLZMAN, MAR
P.O. BOX 6575
SITKA AK 99835-6575

Parcel ID: 16725000
CITY & BOROUGH OF SIT
GRID EXTENSION
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16730000
CITY & BOROUGH OF SITKA
TIDELANDS EXCHANGE SUBDV
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16735000
CITY & BOROUGH OF SITKA
CITY GRID
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16740000
CITY & BOROUGH OF SIT
(NEXT TO CITY GRID)
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16745000
JACOB WHITE
WHITE, JACOB
P.O. BOX 361
HOONAH AK 99829-0361

Parcel ID: 16750000
ANNIE JOSEPH
JOSEPH, ANNIE, Y.
P.O. BOX 684
SITKA AK 99835-0684

P&Z Mailing
November 20, 2015

Forrest Dodson
Minor Subdivision
263 Katlian Street

Parcel ID: 16100000
KAREN LUCAS
LUCAS, KAREN, J.
224 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16105000
DAN/GRECHEN STOCKEL
STOCKEL, DAN & GRECHEN
P.O. BOX 1172
SITKA AK 99835-1172

Parcel ID: 16120000
BRIAN MCNITT
MCNITT, BRIAN
10 MAKSOUTOFF ST
SITKA AK 99835

Parcel ID: 16125000
TOM/ANITA MATTINGLY/BERGEY
MATTINGLY, TOM & BERGEY, ANITA
P.O. BOX 624
SITKA AK 99835-0624

Parcel ID: 16130000
NORTH PACIFIC SEAFOODS, INC.
NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16140000
NORTH PACIFIC SEAFOOI
NORTH PACIFIC SEAFOOI
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16150000
NORTH PACIFIC SEAFOODS, INC.
NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16155000
NORTH PACIFIC SEAFOODS, INC.
NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16160000
JACOB WHITE
WHITE, JACOB
P.O. BOX 361
HOONAH AK 99829-0361

Parcel ID: 16165000
ANNIE JOSEPH
JOSEPH, ANNIE, Y.
P.O. BOX 684
SITKA AK 99835-0684

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JIMMY, HARRY
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SITKA AK 99835-0986

Parcel ID: 16350000
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SKEELE, JOHN/CAFFREY,
262 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16360000
ELIZABETH GOLDSBURY
GOLDSBURY, ELIZABETH, L.
278 KOGWANTON ST., #2
SITKA AK 99835

Parcel ID: 16365000
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GOLDSBURY, ELIZABETH, L.
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HAINES AK 99827-0338

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Parcel ID: 16385000
ELIZABETH GOLDSBURY
GOLDSBURY, ELIZABETH, L.
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Parcel ID: 16400000
BARANOF ISLAND HOUSII
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SITKA AK 99835

Parcel ID: 16710000
BARANOF ISLAND HOUSING AUTHORITY
BIHA OFFICE
BARANOF ISLAND HOUSING AUTHORITY
245 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16720000
DODSON/HOLZMAN REV. LIVING TRUST
DODSON, FORREST, & HOLZMAN, MARY
P.O. BOX 6575
SITKA AK 99835-6575

Parcel ID: 16725000
CITY & BOROUGH OF SITI
GRID EXTENSION
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16730000
CITY & BOROUGH OF SITKA
TIDELANDS EXCHANGE SUBDV
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16735000
CITY & BOROUGH OF SITKA
CITY GRID
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16740000
CITY & BOROUGH OF SITI
(NEXT TO CITY GRID)
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16745000
JACOB WHITE
WHITE, JACOB
P.O. BOX 361
HOONAH AK 99829-0361

Parcel ID: 16750000
ANNIE JOSEPH
JOSEPH, ANNIE, Y.
P.O. BOX 684
SITKA AK 99835-0684

P&Z Mailing
October 23, 2015

Parcel ID: 16060000
SULSER/HEIM KATHERINE/LINDA
PIONEER BAR
SULSER, KATHERINE/HEIM, LINDA
P.O. BOX 599
SITKA AK 99835-0599

Parcel ID: 16066000
HOWARD ELI
% RAY NIELSEN(206)774-562
HOWARD, ELI
4735 200TH ST SW, APT 104
LYNNWOOD WA 98036

Parcel ID: 16070000
LUCAS KAREN
LUCAS, KAREN, J.
224 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16075000
KATHLIAN RICHARD
R&D.COOK,M.KATHLEAN,E.JOH
PETERS, CAROL
3500 GOLIAD RD, LOT 279
SAN ANTONIO TX 78223

Parcel ID: 16080000
GUANZON/DOWNS/LEONARD GENEVIEVE/D./A.
LEONARD, ANITA/GUANZON, G
GUANZON, GENEVIEVE, H.
2329 EUREKA, APT D3
ANCHORAGE AK 99503

Parcel ID: 16085000
PLAISANCE KEVIN/MARIFE
PLAISANCE, KEVIN & MARIFE
P.O. BOX 152
SITKA AK 99835-0152

Parcel ID: 16090000
HEYBURN THERESA
HEYBURN, THERESA
207 MONASTERY ST
SITKA AK 99835

Parcel ID: 16095000
HEYBURN THERESA
HEYBURN, THERESA
207 MONASTERY ST
SITKA AK 99835

Parcel ID: 16100000
LUCAS KAREN
LUCAS, KAREN, J.
224 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16105000
STOCKEL DAN/GRECHEN
STOCKEL, DAN & GRECHEN
P.O. BOX 1172
SITKA AK 99835-1172

Parcel ID: 16120000
MCNITT BRIAN
MCNITT, BRIAN
10 MAKSOUTOFF ST
SITKA AK 99835

Parcel ID: 16125000
MATTINGLY/BERGEY TOI
MATTINGLY, TOM & BER
P.O. BOX 624
SITKA AK 99835-0624

Parcel ID: 16130000
NORTH PACIFIC SEAFOODS, INC.
NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16140000
NORTH PACIFIC SEAFOODS, INC.
NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16150000
NORTH PACIFIC SEAFOO
NORTH PACIFIC SEAFOO
4 NICKERSON ST, STE 40
SEATTLE WA 98109

Parcel ID: 16155000
NORTH PACIFIC SEAFOODS, INC.
NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16160000
WHITE JACOB
WHITE, JACOB
P.O. BOX 361
HOONAH AK 99829-0361

Parcel ID: 16165000
JOSEPH ANNIE
JOSEPH, ANNIE, Y.
P.O. BOX 684
SITKA AK 99835-0684

Parcel ID: 16170000
NORTH PACIFIC SEAFOODS, INC.
NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16175000
NORTH PACIFIC SEAFOODS, INC.
NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16180000
MILLER LUIS
MILLER, LUIS (CHUCK)
314 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16190000
NORTH PACIFIC SEAFOODS, INC.
NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16195000
DIDRICKSON DONALD/ROXYANN
DIDRICKSON, DONALD/ROXYANN
361 KAAGWAANTAAN ST.
SITKA AK 99835

Parcel ID: 16200000
NORTH PACIFIC SEAFOC
NORTH PACIFIC SEAFOC
4 NICKERSON ST, STE 4(
SEATTLE WA 98109

Parcel ID: 16315000
MAYO/SHEN MICHAEL/XIAOYAN
MAYO, MICHAEL, J. & SHEN, XIAOYAN
244 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16320000
MAYO/SHEN MICHAEL/XIAOYAN
MAYO, MICHAEL, J. & SHEN, XIAOYAN
244 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16325000
JACK JENNIE
CROPLEY,F/HOWARD,N/I
JACK,JENNIE%WILLARD
C/O 256 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16345000
JIMMY HARRY
JIMMY, HARRY
P.O. BOX 986
SITKA AK 99835-0986

Parcel ID: 16350000
SKEELE/CAFFREY JOHN/ELIZABETH
SKEELE, JOHN/CAFFREY, ELIZABETH
262 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16360000
GOLDSBURY ELIZABETH
GOLDSBURY, ELIZABETI
278 KOGWANTON ST., #2
SITKA AK 99835

Assembly Mailing
Sent 6/12/15

Dodson / Holzman
Tidelands Land Sale
263 Katlian Street

Parcel ID: 16365000
GOLDSBURY ELIZABETH
GOLDSBURY, ELIZABETH, L.
278 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16370000
JOHN ESTATE LILLY
JOHN,KITKA,HOGBERG % E.HE
JOHN, LILLY ESTATE%HOOLIS,WALLACE,
P.O. BOX 338
HAINES AK 99827-0338

Parcel ID: 16380000
MCGRAW TIMOTHY/LYDIA
MCGRAW, TIMOTHY/LYDIA
288 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16385000
GOLDSBURY ELIZABETH
GOLDSBURY, ELIZABETH, L.
278 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16395000
CUENIN ROBERT/VIRGINIA
CUENIN, ROBERT/VIRGINIA/CHAMBERS, MARY
2121 FALCON RIDGE DR
PETALUMA CA 94954

Parcel ID: 16400000
BARANOF ISLAND HOUSING AUT
BARANOF ISLAND HOUSING AUT
245 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16420000
CARLSON CALVIN
CARLSON, CALVIN
332 KOGWANTON ST.
SITKA AK 99835

Parcel ID: 16425000
ALLEN DENNIS
ALLEN, DENNIS, C.
336 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16430000
CARLSON ADRIANNE
CARLSON, ADRIANNE
332 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16440000
UNION OIL CO.
ATTN: TAX DIVISION
UNION OIL CO.
P.O. BOX 285
HOUSTON TX 77001-0285

Parcel ID: 16445000
HANDY JIMMY DEE/SAORI
HANDY, JIMMY DEE & SAORI, M.
350 KOGWANTON ST.
SITKA AK 99835

Parcel ID: 16475018
PHILLIPS/PIEDRA JORDAN/MERC
PHILLIPS, JORDAN/PIEDRA, MER
356 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16475019
THOMAS ROSEMARY
THOMAS, ROSEMARY, F.
254 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16475020
BARANOF ISLAND HOUSING AUTHORITY
BARANOF ISLAND HOUSING AUTHORITY
245 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16475021
YOUNG GAYLE
YOUNG, GAYLE, L.
250 KOGWANTON ST.
SITKA AK 99835

Parcel ID: 16475022
BARANOF ISLAND HOUSING AUTHORITY
BARANOF ISLAND HOUSING AUTHORITY
245 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16475023
JOHNSON/SAM, SR. AUDREY/GILBERT
AUDREY JOHNSON & GILBERT SAM, SR.
246 KOGWANTON ST.
SITKA AK 99835

Parcel ID: 16475024
BARANOF ISLAND HOUSING AUT
BARANOF ISLAND HOUSING AUT
245 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16475025
NANCE MARK/HEIDI
NANCE, MARK, A./HEIDI, L.
234 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16550014
DELONG JOHN/BARBARA
DELONG, JOHN & BARBARA
264 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16550016
DELONG JOHN/BARBARA
DELONG, JOHN, R./BARBARA
264 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16550020
GOLDSBURY ELIZABETH
GOLDSBURY, ELIZABETH, L.
278 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16550022
GIBSON HARRY/PAMELA
GIBSON, HARRY, J./PAMELA, J.
P.O. BOX 9460
KETCHIKAN AK 99901-9460

Parcel ID: 16550032
UNION OIL CO. OF CALIFORNIA
CHEVRON PROPERTY TAX DEPT
UNION OIL CO. OF CALIFORNIA
P.O. BOX 285
HOUSTON TX 77001-0285

Parcel ID: 16550034
UNION OIL CO. OF CALIFORNIA
CHEVRON PROPERTY TAX DEPT
UNION OIL CO. OF CALIFORNIA
P.O. BOX 285
HOUSTON TX 77001-0285

Parcel ID: 16675000
CITY & BOROUGH OF SITKA
(BAILEY'S MARINE)
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16675001
C/B OF SITKA
BETWEEN OLD BAILEYS & KAT
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16690000
CITY & BOROUGH OF SITKA
ANB BOAT HARBOR
C/B OF SITKA

Parcel ID: 16695000
ALASKA NATIVE BROTHERHOOD
ALASKA NATIVE BROTHERHOOD

Parcel ID: 16710000
BARANOF ISLAND HOUSING AUT
BIHA OFFICE
BARANOF ISLAND HOUSING AUT

100 LINCOLN ST
SITKA AK 99835

235 KATLIAN AVE, STE A
SITKA AK 99835

245 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16720000
DODSON/HOLZMAN REV. LIVING TRUST
DODSON, FORREST, & HOLZMAN, MARY
P.O. BOX 6575
SITKA AK 99835-6575

Parcel ID: 16725000
CITY & BOROUGH OF SITKA
GRID EXTENSION
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16730000
CITY & BOROUGH OF SITKA
TIDELANDS EXCHANGE SUBDV
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16735000
CITY & BOROUGH OF SITKA
CITY GRID
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16740000
CITY & BOROUGH OF SITKA
(NEXT TO CITY GRID)
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16745000
WHITE JACOB
WHITE, JACOB
P.O. BOX 361
HOONAH AK 99829-0361

Parcel ID: 16750000
JOSEPH ANNIE
JOSEPH, ANNIE, Y.
P.O. BOX 684
SITKA AK 99835-0684

Parcel ID: 16758000
HAMES CORPORATION
(TIDELANDS EXCHANGE SUBDV
HAMES CORPORATION
208 LAKE ST, STE B
SITKA AK 99835

Parcel ID: 16770000
NORTH PACIFIC SEAFOODS, INC.
NORTH PACIFIC SEAFOODS, INC
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16060000
SULSER/HEIM KATHERINE/LINDA
PIONEER BAR
SULSER, KATHERINE/HEIM, LINDA
P.O. BOX 599
SITKA AK 99835-0599

Parcel ID: 16066000
HOWARD ELI
% RAY NIELSEN(206)774-562
HOWARD, ELI
4735 200TH ST SW, APT 104
LYNNWOOD WA 98036

Parcel ID: 16070000
LUCAS KAREN
LUCAS, KAREN, J.
224 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16075000
KATHLIAN RICHARD
R&D.COOK,M.KATHLEAN,E.JOH
PETERS, CAROL
3500 GOLIAD RD, LOT 279
SAN ANTONIO TX 78223

Parcel ID: 16080000
GUANZON/DOWNS/LEONARD GENEVIEVE/D./A.
LEONARD, ANITA/GUANZON, G
GUANZON, GENEVIEVE, H.
2329 EUREKA, APT D3
ANCHORAGE AK 99503

Parcel ID: 16085000
PLAISANCE KEVIN/MARIFE
PLAISANCE, KEVIN & MARIFE
P.O. BOX 152
SITKA AK 99835-0152

Parcel ID: 16090000
HEYBURN THERESA
HEYBURN, THERESA
207 MONASTERY ST
SITKA AK 99835

Parcel ID: 16095000
HEYBURN THERESA
HEYBURN, THERESA
207 MONASTERY ST
SITKA AK 99835

Parcel ID: 16100000
LUCAS KAREN
LUCAS, KAREN, J.
224 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16105000
STOCKEL DAN/GRECHEN
STOCKEL, DAN & GRECHEN
P.O. BOX 1172
SITKA AK 99835-1172

Parcel ID: 16120000
MCNITT BRIAN
MCNITT, BRIAN
10 MAKSOUTOFF ST
SITKA AK 99835

Parcel ID: 16125000
MATTINGLY/BERGEY TOM/ANITA
MATTINGLY, TOM & BERGEY, AN
P.O. BOX 624
SITKA AK 99835-0624

Parcel ID: 16130000
NORTH PACIFIC SEAFOODS, INC.
NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16140000
NORTH PACIFIC SEAFOODS, INC.
NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16150000
NORTH PACIFIC SEAFOODS, INC
NORTH PACIFIC SEAFOODS, INC
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16155000
NORTH PACIFIC SEAFOODS, INC.
NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16160000
WHITE JACOB
WHITE, JACOB
P.O. BOX 361
HOONAH AK 99829-0361

Parcel ID: 16165000
JOSEPH ANNIE
JOSEPH, ANNIE, Y.
P.O. BOX 684
SITKA AK 99835-0684

Parcel ID: 16170000
NORTH PACIFIC SEAFOODS, INC.
NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16175000
NORTH PACIFIC SEAFOODS, INC.
NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16180000
MILLER LUIS
MILLER, LUIS (CHUCK)
314 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16190000
NORTH PACIFIC SEAFOODS, INC.
NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16195000
DIDRICKSON DONALD/ROXYANN
DIDRICKSON, DONALD/ROXYANN
361 KAAGWAANTAAN ST.
SITKA AK 99835

Parcel ID: 16200000
NORTH PACIFIC SEAFOODS, INC
NORTH PACIFIC SEAFOODS, INC
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 16315000
MAYO/SHEN MICHAEL/XIAOYAN
MAYO, MICHAEL, J. & SHEN, XIAOYAN
244 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16320000
MAYO/SHEN MICHAEL/XIAOYAN
MAYO, MICHAEL, J. & SHEN, XIAOYAN
244 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16325000
JACK JENNIE
CROPLEY,F/HOWARD,N/MULLIG
JACK,JENNIE%WILLARD,M/K/J,C
C/O 256 KATLIAN AVE
SITKA AK 99835

P & Z Mailing
Sent 5/22/15

Dodson / Holzman
Tidelands Land Sale
263 Katlian Street

Parcel ID: 16345000
JIMMY HARRY
JIMMY, HARRY
P.O. BOX 986
SITKA AK 99835-0986

Parcel ID: 16350000
SKEELE/CAFFREY JOHN/ELIZABETH
SKEELE, JOHN/CAFFREY, ELIZABETH
262 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16360000
GOLDSBURY ELIZABETH
GOLDSBURY, ELIZABETH, L.
278 KOGWANTON ST., #2
SITKA AK 99835

Parcel ID: 16365000
GOLDSBURY ELIZABETH
GOLDSBURY, ELIZABETH, L.
278 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16370000
JOHN ESTATE LILLY
JOHN,KITKA,HOGBERG % E.HE
JOHN, LILLY ESTATE%HOOLIS,WALLACE,
P.O. BOX 338
HAINES AK 99827-0338

Parcel ID: 16380000
MCGRAW TIMOTHY/LYDIA
MCGRAW, TIMOTHY/LYDIA
288 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16385000
GOLDSBURY ELIZABETH
GOLDSBURY, ELIZABETH, L.
278 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16395000
CUENIN ROBERT/VIRGINIA
CUENIN, ROBERT/VIRGINIA/CHAMBERS, MARY
2121 FALCON RIDGE DR
PETALUMA CA 94954

Parcel ID: 16400000
BARANOF ISLAND HOUSING AUT
BARANOF ISLAND HOUSING AUT
245 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16420000
CARLSON CALVIN
CARLSON, CALVIN
332 KOGWANTON ST.
SITKA AK 99835

Parcel ID: 16425000
ALLEN DENNIS
ALLEN, DENNIS, C.
336 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16430000
CARLSON ADRIANNE
CARLSON, ADRIANNE
332 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16440000
UNION OIL CO.
ATTN: TAX DIVISION
UNION OIL CO.
P.O. BOX 285
HOUSTON TX 77001-0285

Parcel ID: 16445000
HANDY JIMMY DEE/SAORI
HANDY, JIMMY DEE & SAORI, M.
350 KOGWANTON ST.
SITKA AK 99835

Parcel ID: 16475018
PHILLIPS/PIEDRA JORDAN/MERC
PHILLIPS, JORDAN/PIEDRA, MER
356 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16475019
THOMAS ROSEMARY
THOMAS, ROSEMARY, F.
254 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16475020
BARANOF ISLAND HOUSING AUTHORITY
BARANOF ISLAND HOUSING AUTHORITY
245 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16475021
YOUNG GAYLE
YOUNG, GAYLE, L.
250 KOGWANTON ST.
SITKA AK 99835

Parcel ID: 16475022
BARANOF ISLAND HOUSING AUTHORITY
BARANOF ISLAND HOUSING AUTHORITY
245 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16475023
JOHNSON/SAM, SR. AUDREY/GILBERT
AUDREY JOHNSON & GILBERT SAM, SR.
246 KOGWANTON ST.
SITKA AK 99835

Parcel ID: 16475024
BARANOF ISLAND HOUSING AUT
BARANOF ISLAND HOUSING AUT
245 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16475025
NANCE MARK/HEIDI
NANCE, MARK, A./HEIDI, L.
234 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16550014
DELONG JOHN/BARBARA
DELONG, JOHN & BARBARA
264 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16550016
DELONG JOHN/BARBARA
DELONG, JOHN, R./BARBARA
264 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16550020
GOLDSBURY ELIZABETH
GOLDSBURY, ELIZABETH, L.
278 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16550022
GIBSON HARRY/PAMELA
GIBSON, HARRY, J./PAMELA, J.
P.O. BOX 9460
KETCHIKAN AK 99901-9460

Parcel ID: 16550032
UNION OIL CO. OF CALIFORNIA
CHEVRON PROPERTY TAX DEPT
UNION OIL CO. OF CALIFORNIA
P.O. BOX 285
HOUSTON TX 77001-0285

Parcel ID: 16550034
UNION OIL CO. OF CALIFORNIA
CHEVRON PROPERTY TAX DEPT
UNION OIL CO. OF CALIFORNIA
P.O. BOX 285
HOUSTON TX 77001-0285

Parcel ID: 16675000
CITY & BOROUGH OF SITKA
(BAILEY'S MARINE)
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16675001
C/B OF SITKA
BETWEEN OLD BAILEYS & KAT
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16690000
CITY & BOROUGH OF SITKA
ANB BOAT HARBOR
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16695000
ALASKA NATIVE BROTHERHOOD
ALASKA NATIVE BROTHERHOOD
235 KATLIAN AVE, STE A
SITKA AK 99835

Parcel ID: 16710000
BARANOF ISLAND HOUSING AUT
BIHA OFFICE
BARANOF ISLAND HOUSING AUT
245 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16720000
DODSON/HOLZMAN REV. LIVING TRUST
DODSON, FORREST, & HOLZMAN, MARY
P.O. BOX 6575
SITKA AK 99835-6575

Parcel ID: 16725000
CITY & BOROUGH OF SITKA
GRID EXTENSION
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16730000
CITY & BOROUGH OF SITKA
TIDELANDS EXCHANGE SUBDV
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16735000
CITY & BOROUGH OF SITKA
CITY GRID
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16740000
CITY & BOROUGH OF SITKA
(NEXT TO CITY GRID)
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16745000
WHITE JACOB
WHITE, JACOB
P.O. BOX 361
HOONAH AK 99829-0361

Parcel ID: 16750000
JOSEPH ANNIE
JOSEPH, ANNIE, Y.
P.O. BOX 684
SITKA AK 99835-0684

Parcel ID: 16758000
HAMES CORPORATION
(TIDELANDS EXCHANGE SUBDV
HAMES CORPORATION
208 LAKE ST, STE B
SITKA AK 99835

Parcel ID: 16770000
NORTH PACIFIC SEAFOODS, INC
NORTH PACIFIC SEAFOODS, INC
4 NICKERSON ST, STE 400
SEATTLE WA 98109

CITY & BOROUGH OF SITK
100 LINCOLN STREET
SITKA, AK 998357540

Merchant ID: 000000002754907
Term ID: 04090017
409200114885

Phone Order

VISA
XXXXXXXXXXXX4972
Entry Method: Manual
Apprvd: Online Batch#: 000766
10/29/15 16:44:43

CVV2 Code: M

Inv #: 000018 Appr Code: 00588D

Total: $ 288.75

Customer Copy

Forrest Dodson and Mary Holzman
Land Sale
263 Katlian

A L A S K A

2014-001076-0
Recording Dist: 103 - Sitka
9/23/2014 08:42 AM Pages: 1 of 2

AFTER RECORDING, RETURN TO:

Forrest L. Dodson
Mary J. Holzman
P.O. Box 6575
Sitka, AK 99835

AETIA/50431

DEED OF PERSONAL REPRESENTATIVE

The **GRANTOR, VIOLA WOLDHAGEN, Personal Representative of the Estate of Esther Thomas, deceased,** whose mailing address is 3718 S. Gunnison St. Tacoma, WA 98409 and in consideration of TEN DOLLARS ($10.00) and other good and valuable consideration in hand paid, the receipt of which is hereby acknowledged, has granted, bargained, sold and conveyed, and warranted and by these presents does grant, bargain, sell, convey, warrant and transfer to the said **FORREST L. DODSON and Mary J. Holzman, Co-Trustees of the Dodson and Holzman Revocable Living Trust, U.T.D. October 23, 2008,** Grantee, whose mailing address is P.O. Box 6575 Sitka, Alaska 99835, and to her heirs and assigns, forever, all of the right, title and interest that the Estate of Esther Thomas, Deceased, at the time of her death, and also all of the right, title and interest that said Estate, by operation of law or otherwise, may have acquired, in and to the following described real estate located in the Sitka Recording District, First Judicial District, State of Alaska:

Lot 14, Block 5, Sitka Indian Village, U.S. Survey No. 2542, Sitka Recording District, First Judicial District, State of Alaska.

Together with that portion of Alaska Tidelands Survey No. 15 described as: Beginning at Corner No. 1, from whence a brass monument set in Katlian Avenue by R.S. Suhr for Alaska Tideland Survey No. 15, marked S2542A, ECMC 10, bears S 46°43'32" E, 568.95 ft. distant. Thence from Corner No. 1 by metes and bounds, S 59°31' W, 55.39 ft. to Corner No. 2; N 30°29' W, 36.03 ft. to Corner No. 3; N 57°17' E, 5.00 ft. to Corner No. 4; N 59°31' E, 32.77 ft. to Corner No. 5; N 30°29' E, 1.60 ft.to Corner No. 6; N 58°14' E, 18.98 ft. to Corner No. 7; S 28°27'30" E, 38.26 ft. to Corner No. 1, the point of beginning, containing in all 2,063.17 sq. ft. more or less and being seaward of Lot 14, Block 5, USS 2542 A&B, Sitka Indian Village, Sitka Recording District, First Judicial District, State of Alaska.

SUBJECT TO reservations, exceptions, easements, covenants, conditions and restrictions of record, if any.

Dodson / Holzman
Tidelands Land Sale
263 Katlian Street

CITY AND BOROUGH OF SITKA

100 Lincoln Street,
Sitka, Alaska 99835

Legislation Details

File #:	16-006	Version:	1	Name:	
Type:	Item			Status:	AGENDA READY
File created:	1/6/2016			In control:	City and Borough Assembly
On agenda:	1/12/2016			Final action:	
Title:	Reappoint Peter Gorman to a term on the Historic Preservation Commission and appoint 1) Dorik Mechau to a term on the Library Commission, 2) Matthew Turner to an unexpired term on the Tree and Landscape Committee, 3) Lindsay Evans to an unexpired term on the Marijuana Advisory Committee, 4) Brian Richardson to an unexpired term on the Health Needs and Human Services Commission, and 5) James Mellema to a term on the Police and Fire Commission				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Motion Gorman Historic Preservation Mechau Library Turner Tree and Landscape Evans Marijuana Richardson Health Needs Mellema Police and Fire				

Date	Ver.	Action By	Action	Result

POSSIBLE MOTION

I MOVE TO reappoint Peter Gorman to a term on the Historic Preservation Commission and appoint 1) Dorik Mechau to a term on the Library Commission, 2) Matthew Turner to an unexpired term on the Tree and Landscape Committee, 3) Lindsay Evans to an unexpired term on the Marijuana Advisory Committee, 4) Brian Richardson to an unexpired term on the Health Needs and Human Services Commission, and 5) James Mellema to a term on the Police and Fire Commission.

Application for Appointment to Boards, Committees, and Commissions
City and Borough of Sitka

Board/Commission/Committee: HISTORICAL PRESERVATION COMMISSION

Name: PETER GORMAN Daytime Phone: 907- 747- 5553

Address: 103 RANDS DR. Evening Phone:

Email Address: PGORMAN@GMAIL.COM Fax Number:

Length of Residence in Sitka: 28 YEARS Registered to vote in Sitka? ✓ Yes ___ No

Employer: RETIRED

Organizations you belong to or participate in:
SHELDON JACKSON SITKA ARTS CAMPUS VOLUNTEER.

Explain your main reason for applying:
SERVICE ON COMMISSION SINCE 2003 CONTINUED INTEREST IN PRESERVATION OF SITKA'S HISTORY.

What background, experience or credentials will you bring to the board, commission, or committee membership?
Thirteen years on the Commission. Previous work with NPS and Sheldon Jackson Museum.

Please disclose any potential conflicts of interest that may arise from your appointment. These may include but are not limited to:

- A substantial financial interest of $1000 annually that could be influenced by your appointment.
- An immediate family member employed within the scope of this appointment.

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ *(To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)*

Date: December 23, 2015 Signature: [signature]

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting.

Please note: all information submitted will be made public and published online. Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? ___Yes ___ No

Return to:
Melissa Henshaw, Deputy Clerk/Records Specialist, 100 Lincoln Street
Fax: 907-747-7403 Email: melissa.henshaw@cityofsitka.org

HISTORIC PRESERVATION COMMISSION

NAME	CONTACT NUMBERS	TERM STARTS	EXPIRES	CATEGORY
PETER GORMAN 103 Rands Dr.	747-5553 pcgorman@gmail.com	12/23/03 1/9/07 12/22/09 1/8/13	12/23/06 1/9/10 12/22/12 1/8/16	**CHAIR** At-large
ANNE POLLNOW PO Box 6326	738-0794 sealevelanne@gmail.com	4/28/15	4/22/17	**VICE-CHAIR** At Large
ROBERTA LITTLEFIELD 4102 Halibut Point Road	738-4004 c 747-6866 h robylittlefield@gci.net	7/13/10 4/24/12 5/27/15	01/27/12 4/24/15 5/27/18	**SECRETARY** Native community
JUDITH OZMENT 2028 Halibut Point Road	738-7811 jozment@gci.net	4/27/10 9/11/12 9/8/15	9/22/12 9/11/15 9/8/18	Historical Society
JAMES POULSON 1610 Sawmill Creek Rd	747-3219 w 747-6567 h sitka@operamail.com	2/22/11 2/25/14	2/22/14 2/25/17	At large
ANA DITTMAR 217 Marine Street Unit B	623-7537 anadittmar1@hotmail.com	4/10/12 5/27/15	4/10/15 5/27/18	At large
ROBERT SAM 456 Katlian Street	623-7097 bob.sam@sitkatribe-nsn.gov	2/24/15	2/24/18	STA
MIKE MILLER 456 Katlian Street	752-0423 mike.miller@sitkatribe-nsn.gov	2/24/15	2/24/18	STA (alternate)
Samantha Pierson Planner I	747-1814 samantha.pierson@cityofsitka.org			Staff Liaison/ Secretary
Aaron Swanson 1410 C Sawmill Creek Rd	747-5499 h 623-7869 c assemblyswanson@cityofsitka.org			Assembly Liaison

Established by Ordinance 02-1683
7 members from selected categories 3-year terms
Sitka Historical Society (1), Native Community (2 - one representing Sitka Tribe of Alaska), At-Large (4)
Established by Ordinance 92-1075
Second Wednesday, 6 p.m. – Sealing Cove Business Center 601 Alice Loop
Quorum is met when 4 Commission members are present

Revised: October 28, 2015

Application for Appointment to Boards, Committees, and Commissions
City and Borough of Sitka

Board/Commission/Committee: Library Commission

Name: Dorik Mechau

Daytime Phone: 747-7671

Address: 209 Observatory Street

Evening Phone: " "

Email Address: twojuncos@icloud.com

Fax Number: —

Length of Residence in Sitka: 22 years

Registered to vote in Sitka? X Yes ___ No

Employer: I'm retired from directorship of the Island Institute

Organizations you belong to or participate in: Raven Radio, Sitka Conservation Society, Island Institute
Doctors w/o Borders
SASV Amnesty International

Explain your main reason for applying: Love of books from an early age and a desire to strengthen Sitka's library & its services.

What background, experience or credentials will you bring to the board, commission, or committee membership?
Have served on the boards of Raven Radio & Sitka Conservation Society

Please disclose any potential conflicts of interest that may arise from your appointment. These may include but are not limited to:

- A substantial financial interest of $1000 annually that could be influenced by your appointment.
- An immediate family member employed within the scope of this appointment.

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ *(To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)*

Date: 12/22/2015 Signature: Dorik Mechau

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting. Applications received after the deadline will be considered but will not be included in the Assembly packets for review prior to appointment.

Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? ✓ Yes ___ No

Return to:
Sara Peterson, Deputy Clerk
100 Lincoln Street
Fax: 907-747-7403
Email: sara@cityofsitka.com

DORIK V. MECHAU

Address: 209 Observatory Street, Sitka, Alaska 99835

Home Phone: 747-7671
E-mail: twojuncos@icloud.com

Co-Director of The Island Institute in Sitka, Alaska, 1991-2014. Shared responsibility for program development, administration, planning, fund-raising and evaluation.

Self-employed consultant, 1975 to 1989. Earlier, with Alaska Methodist University (1968-75) and the Smithsonian Astrophysical Observatory (1958-68). See below.

Alaska Humanities Forum, 1989-1991

Interim Executive Director of the Forum, a private non-profit affiliate of the National Endowment for the Humanities. Responsible to a 13-member board for promoting interest and public participation in the humanities through a statewide grant-making program and developing Forum initiatives around its theme of "strengthening community."

Served as Acting Director for a four-month period in 1986.

Alaska Native Review Commission, 1983-1985

Planning, proposal writing, fund-raising, administration. Organized two series of conferences involving Native leaders, scholars, and legal experts in discussion of salient issues of land claims and indigenous rights. In the second year, served as chief administrator for the Commission.

University of Alaska, Anchorage, 1981-83

Alaska Native Human Resource Development: evaluation and research on rural education. Instructional Communications Consortium: formative evaluation of a new statewide instructional telecommunications program, including educational programming and administration.

Consulting and contract work, 1975-1981

Department of Community and Regional Affairs
Alaska Educational Broadcasting Commission
Alaska Native Arts & Crafts Foundation
Alaska Native Education Board
Corporation for Public Broadcasting
Alaska Native Foundation
North Pacific Rim Corporation
Alaska Growth Policy Council
Bristol Bay Health Corporation
Department of Education

The nature of the work over these years usually had to do with education (especially rural and bilingual education), the arts and humanities, and public policy issues. It included research, planning, and evaluation, as well as preparation of proposals for funding.

Alaska Methodist University, 1968-75

Director Institutional Grant Programs; Associate Director of Development; Lecturer in Literature

Smithsonian Institution, Astrophysical Observatory, 1958-1968

Various positions and responsibilities: Research Analyst; Administrative Assistant, Station Chief, Satellite Tracking Program; Manager, Radio Meteor Project

LEADERSHIP TRAINING

David Chrislip: Building Collaborative Communities, and Collaborative Leadership Training; Kim Klein: Fund Raising for Social Change, and Getting Major Gifts; Florence Green: Effective Board Development; Barbara Rushmore: Strategic Planning

EDUCATION

B.A. in Liberal Arts, 1956, St. John's College, Annapolis, Maryland
Marlboro College 1951, Marlboro, Vermont, coursework

LIBRARY COMMISSION

NAME	CONTACT NUMBERS	TERM STARTS	EXPIRES	CATEGORY
CURT LEDFORD Little Marshall Island PO Box 2114	738-2794 c curtledford@gmail.com	7/10/01 8/10/04 7/24/07 7/27/10 8/13/13	7/10/04 8/10/07 7/24/10 7/27/13 8/13/16	Chair
JANE EIDLER PO Box 1673	747-5354 eidlerjee@yahoo.com	6/27/06 7/8/08 6/28/11 6/24/14	7/12/08 7/8/11 6/28/14 6/24/17	
BARBARA BINGHAM PO Box 6112	738-3557 c bbingham23@gmail.com	9/12/06 9/8/09 10/23/12	9/12/09 9/8/12 10/23/15	
ALICE JOHNSTONE 213 Shotgun Alley	747-3931 h johnstone@ak.net	7/22/03 7/11/06 7/14/09 7/24/12 7/14/15	7/22/06 7/11/09 7/14/12 7/24/15 7/14/18	
PJ FORD SLACK PO Box 6281	966-1906 w 738-0020 c fordpj@sitkaschools.org	8/27/10 11/9/10 11/12/13	11/13/10 11/9/13 11/12/16	
CINDY LITMAN 715 Sawmill Creek Rd	623-3969 cindylitman@gmail.com	3/26/13	3/26/16	
Benjamin Miyasato 405 B Degroff St.	752-0163 c assemblymiyasato@cityofsitka.org			Assembly Liaison
Elizabeth O'Donnell 214 Observatory	747-8014			Emeritus Member

7 Members from Public 3-year terms
Established by Ordinance 72-50, Ord. 03-1730 added 2 more members
First Wednesday of the Month, 7 p.m.

OATH OF OFFICE REQUIRED

Revised: October 14, 2015

Application for Appointment to Boards, Committees, and Commissions
City and Borough of Sitka

Board/Commission/Committee: Tree and Landscape Committee

Name: Matthew G. Turner Daytime Phone: 966-5515

Address: 112 Shotgun Alley, Sitka Evening Phone: 747-7205

Email Address: matthew.g.turner@uscg.mil Fax Number: _____

Length of Residence in Sitka: 53 years Registered to vote in Sitka? X Yes ___ No

Employer: US Coast Guard, Government Employ

Organizations you belong to or participate in:

Elks

Explain your main reason for applying:

I remember the Sitka of dirt roads and dirty ditches. I want to insure we continue to improve our community through planned landscaping.

What background, experience or credentials will you bring to the board, commission, or committee membership?

I am a retired Coast Guard member who worked my way up through the enlisted ranks. I know how to work with people, how to set a goal and then achieve it.

Please disclose any potential conflicts of interest that may arise from your appointment. These may include but are not limited to:

- A substantial financial interest of $1000 annually that could be influenced by your appointment.
- An immediate family member employed within the scope of this appointment.

None

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ *(To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)*

Date: 01/05/2016 Signature: _____

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting.

Please note: all information submitted will be made public and published online. Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? ___Yes ___ No

Return to:

Melissa Henshaw, Deputy Clerk/Records Specialist, 100 Lincoln Street

Fax: 907-747-7403 Email: melissa.henshaw@cityofsitka.org

Tree & Landscape Committee
City of Sitka

1/5/2016

Mat Turner

As I stated on the application, I've been a resident of Sitka for most of my life. Now days not many know what the old turnaround was, but my family and I first landed in Sitka in a PBY and came ashore at the turnaround. I graduated from Sitka High and Sitka has been home through multiple moves through my Navy and Coast Guard military career. As a child I remember narrow pot filled roads with no sidewalks and the only paths were through the park. Now we have a skate board park, sidewalks, walking paths, bike paths, trails, wildlife lookouts, sea walks, and people from all over the world wanting to experience the beauty of our town. I have a deep appreciation for the landscaping that has enriched our daily commute, be it walking, riding or driving and wish to support Sitka's continued commitment of improving our environment.

I have been a tireless supporter and volunteer of Sitka Fine Arts Camp, worked maintenance at our hospital and Seafood Producers Co-op, built homes, operated heavy equipment, and know which end of a shovel goes down.

Matthew G. Turner

USCG Retired
Tree & Landscape Committee

TREE AND LANDSCAPE COMMITTEE

NAME	CONTACT NUMBERS	TERM STARTS	EXPIRES	CATEGORY
JOE D'ARIENZO 2219 SMC	747-7448 delsenzo@live.com	 6/22/10 11/12/13	7/24/04 7/13/07 7/10/10 6/22/13 11/12/16	**CHAIR**
LISA MOORE Box 2943	747-5534 moorelisa@aol.com	 10/26/10 11/12/13	7/24/04 7/13/07 9/25/10 10/26/13 11/12/16	SECRETARY
DEB MILLER 708 Lake St.	738-1175 c sitkadjm@gmail.com	10/22/13	10/22/16	
CHRIS GALE Box 906	747-5163 ctgale@gci.net	 4/13/10 1/28/14	11/28/09 4/13/13 1/28/17	
CORA NISBET 722 Lake St.	738-5147 coranisbet@gmail.com	11/10/14	11/10/17	
LIZ MCKENZIE PO Box 144	752-7046 c liz.creativeworks@gmail.com	12/8/15	12/8/18	
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Tristan Guevin PO Box 6235	738-5415 assemblyguevin@cityofsitka.org			Assembly Liaison

MUNICIPAL STAFF SUPPORT

Jud Kirkness 100 Lincoln St	747-4037 747-7668 fax	jud.kirkness@cityofsitka.org	Parks & Ground Maintenance Specialist
Nick Kepler 100 Lincoln St	747-4043 747-7668 fax	nick.kepler@cityofsitka.org	Maintenance & Operations Superintendent

Established by Ord. 01-1625; revised by Ord. 03-1718
7 members 3-year terms
Meets: 3rd Tuesday, Noon, Sealing Cove Business Center

Revised: December 9, 2015

Application for Appointment to Boards, Committees, and Commissions
City and Borough of Sitka

Board/Commission/Committee: Marijuana Advisory Committee

Name: Lindsay Evans Daytime Phone: 623-0866

Address: 2716 HPR #22 P.O.Box 2546 Evening Phone: 623-0866

Email Address: Lindsay.Paul.Evans@gmail.com Fax Number: Ø

Length of Residence in Sitka: Life long 33yrs Registered to vote in Sitka? ✓ Yes ___ No

Employer: Sitka Community Hospital, Self (commercial fishing)

Organizations you belong to or participate in:
Sitka Youth Sports, volunteer parent, (past-Pioneer Home) Classroom volunteer

Explain your main reason for applying: As a parent of two young children, I am concerned about the placement of cannabis commerce. As a health care worker, I see the medical benefits. As a local, I see revenue.

What background, experience or credentials will you bring to the board, commission, or committee membership?
For the last 11 years, I have worked in health care. I am a certified Geriatrics Wellness Instructor, and I have my certified Nurses Assistant license.

Please disclose any potential conflicts of interest that may arise from your appointment. These may include but are not limited to:

- A substantial financial interest of $1000 annually that could be influenced by your appointment.
- An immediate family member employed within the scope of this appointment.

I have no monetary interest (regarding Cannabis production or sale).

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ *(To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)*

Date: 01/05/16 Signature: Lindsay Evans

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting.

Please note: all information submitted will be made public and published online. Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? ___Yes ___ No

Return to:
Melissa Henshaw, Deputy Clerk/Records Specialist, 100 Lincoln Street
Fax: 907-747-7403 Email: melissa.henshaw@cityofsitka.org

Appointment to Boards, Committees and Commission

City and Borough of Sitka

100 Lincoln Street, Sitka AK 99835

Applicant for the Marijuana Advisory Committee

Lindsay Evans, P.O. Box 2546, Sitka AK 99835

January 4, 2015

Greetings Assembly & City Staff,

My name is Lindsay Evans. I am applying for the unfilled seat on the Marijuana Advisory Committee.

I am a lifelong Sitkan. I am married and have 2 young children. I currently work at Sitka Community Hospital, where I have been employed for the last 11 years as a Certified Nursing Assistant and work as the hospital's Activity Coordinator for our Long Term Care Unit.

My interest in joining the Marijuana Advisory Committee stems from researching the positive impact Cannabis has made in numerous medical fields. I also believe retail Cannabis will benefit Sitka's tax dollars.

That being said, I am a mother of two young children and have concerns on how Cannabis will impact the youth of Sitka. I would like to see great caution, research and due diligence to ensure every business applicant of Cannabis commerce meets and exceeds proper lawful instruction from our Assembly, and Government. Cannabis commerce is "new territory" to our community and state, and because of this, critical scrutiny must be held in the highest standards.

Reading the minutes of each meeting, and following current discussions on the subject has led me to believe the Marijuana Committee has been persistent and careful to ensure all regulations will be met.

My intent is to fill a void seat on the committee, and lend (and gain) perspective on an industry that will (with proper guidelines) benefit Sitka.

Thank You for Your Consideration,

Lindsay Evans

Lindsay Evans

MARIJUANA ADVISORY COMMITTEE

NAME	CONTACT NUMBERS	TERM STARTS	CATEGORY
LEVI ALBERTSON 126 Shelikof Way	738-9403 AKHNTR1023@gmail.com	10/13/15	**CHAIR** At Large
ANDREW HAMES 601 Biorka Street	208-705-5625 akhames@gmail.com	10/13/15	**VICE-CHAIR** At Large
JOSEPH D'ARIENZO 2219 Sawmill Creek Road	752-0458 747-7448 delsenzo@live.com	10/13/15	At Large
PAMELA ASH 1615 Halibut Point Road #6	480-518-4186 mochapam@hotmail.com	11/10/15	*Jones term*
JAY STELZENMULLER 601 O'Cain Street	738-0164 jstelzen@gmail.com	10/24/15	*Sopow term*
DARRELL WINDSOR PO Box 1973	738-4046 dwindsor@gci.net	10/13/15	Planning Commission
STEVEN EISENBEISZ 208 Lincoln Street	738-9075 assemblyeisenbeisz@cityofsitka.org	10/13/15	Assembly
BOB POTRZUSKI 2013 Kainulainen Drive	747-3260 assemblypotrzuski@cityofsitka.org	10/13/15	Assembly
Robin Koutchak City and Borough of Sitka	747-1810 robin.koutchak@cityofsitka.org		Staff Support
Reuben Yerkes City and Borough of Sitka	747-1821 reuben.yerkes@cityofsitka.org		Secretary

Established by the Assembly on July 28, 2015 to form an Advisory Committee to study, and make recommendations for, policy and local regulation development pertaining to commercial cannabis legalization. The Committee sunsets February 24, 2016. Membership includes: two Assembly members, one Planning Commission member, one Police and Fire Commission member, one Health Needs and Human Services Commission member, a School Board member or representative of the Superintendent's staff, and three members from the public (four members of the public since the School District has opted out).

Regular Meetings: Mondays
Sealing Cove Business Center, 601 Alice Loop

Revised: November 25, 2015

Application for Appointment to Boards, Committees, and Commissions
City and Borough of Sitka

Board/Commission/Committee: Health Needs & Human Services

Name: Brian Richardson Daytime Phone: 612-554-1271

Address: 805 Lincoln St Evening Phone: _____

Email Address: brian.richardson09@gmail.com Fax Number: _____

Length of Residence in Sitka: 2.5 yrs Registered to vote in Sitka? X Yes ___ No

Employer: Youth Advocates of Sitka, Inc.

Organizations you belong to or participate in:

Sitka School District Education Policy Committee, Search & Rescue, H.O.P.E. Coalition

Explain your main reason for applying:

I feel strongly about my responsibility to contribute to the resiliency of our community through civic engagement and public service

What background, experience or credentials will you bring to the board, commission, or committee membership?

I have worked in human services for 2.5 years in Sitka, specifically youth mental health

Please disclose any potential conflicts of interest that may arise from your appointment. These may include but are not limited to:

- A substantial financial interest of $1000 annually that could be influenced by your appointment.
- An immediate family member employed within the scope of this appointment.

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ *(To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)*

Date: 1/4/16 Signature: Bri Richardson

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting.

Please note: all information submitted will be made public and published online. Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? X Yes ___ No

Return to:

Melissa Henshaw, Deputy Clerk/Records Specialist, 100 Lincoln Street

Fax: 907-747-7403 Email: melissa.henshaw@cityofsitka.org

Brian Keith Richardson

805 Lincoln Street, Sitka, AK 99835
(612) 554-1271 | brian.richardson09@gmail.com

EDUCATION

University of Wisconsin - Madison ***Madison, WI***
Bachelor of Business Administration degree: MGMT & HR major, 05/2012
Overall GPA: 3.33/4.0

Nankai University *Tianjin, China*
Intensive Chinese Language Program, 05/2010 - 08/2010
Overall GPA: 4.0/4.0

University of Alaska - Southeast *Sitka, AK*
Tlingit Language I, 09/2015 - 12/2015

WORK EXPERIENCE

Youth Advocates of Sitka *Sitka, AK* sitkayouth.org
ASSOCIATE PROGRAM COORDINATOR (04/2015 -)

- Manage and oversee community-based mental & behavioral health outpatient treatment programs for clients ages 14-21; supervise a staff of four direct care providers
- Provide direct behavioral health services to clients ages 5-21
- Instruct formal life skills courses in local High Schools

AmeriCorps VISTA *Sitka, AK* americorps.gov
VOLUNTEER at Youth Advocates of Sitka (08/2013 - 04/2015)

- Helped start a new vocational rehabilitation program focusing on improving life outcomes for youth with emotional and behavioral disorders by utilizing classroom education, life skills coaching, on-the-job training, work experience,, and counseling
- Diversified revenue streams by establishing our mental health agency as a Community Rehabilitation Provider through the Division of Vocational Rehabilitation within Alaska's Department of Labor
- Secured over $112,000 through grants, donations, and fundraising events

Magenic Technologies *Minneapolis, MN* magenic.com
BUSINESS DEVELOPMENT REPRESENTATIVE (06/2012 - 06/2013)

- Directed and conducted market research, developed relationships with new clients
- Efforts contributed to $1.8MM in net new sales and the establishment of a sales office in a nascent market.

The Madison Fund *Madison, WI* madisonfund.org
CO-FOUNDER & FUNDRAISING DIRECTOR (09/2011 - 05/2012)

- Co-founded a 501(c)3 student-run community microlending institution
- Led 3 person team who raised $3,000 through grants, events, and donations to provide low-interest loans to a green card holder to apply for U.S. citizenship and an aspiring local entrepreneur

Morgridge Center for Public Service *UW - Madison* morgridge.wisc.edu
OFFICE ASSISTANT (12/2010 - 05/2012)

- Managed the Volunteer Transportation Program, conducted orientations, and supported professional staff

ACTIVITIES

Education Policy Committee *Sitka, AK*
MEMBER (09/2015 -)

Frontline Leadership Institute ***Homer, AK***
Health & Human Services Supervisory Leadership Training (12/2015)

Alaska Men Choose Respect *Anchorage, AK*
COMPASS: A Guide for Men Workshop (12/2014)

- Participated in a workshop for mentors of young men to redefine masculinity and explore healthy, nonviolent models of manhood in an effort to reduce domestic violence and sexual assault

Junior Achievement *Sitka, AK*
VOLUNTEER EDUCATOR (11/2013 - 05/2014)

- Instructed for one semester each, 2nd grade and 5th grade classes at Keet Gooshi Heen Elementary School
- Instructed for two semesters at Mount Edgecumbe High School

UW China Initiative - Student Branch *Madison, WI*
PRESIDENT (09/2009 - 05/2010); VICE PRESIDENT (09/2008 - 05/2009)

- Co-founded this professional development student organization; Implemented a Mentorship Program with the WI Alumni Association, connected student with internships in China by collaborating with local businesses

AWARDS

1st Place, UW-Madison Accenture Leadership Center Case Competition 2010
3rd Place, 2010 Beijing-Tianjin Chinese Language Competition *Beijing Normal University*

TECHNICAL SKILLS

- Web development - www.sitkayouth.org
- Proficient with Microsoft Office Suite (Word, Excel, OneNote, Publisher, Access, and PowerPoint)
- Proficient with Adobe Acrobat, Illustrator, Premiere Pro, and PhotoShop
- Proficient with Microsoft Dynamics CRM and Epicor CRM

Health Needs and Human Services Commission

Established by Ordinance 2013-23

NAME	CONTACT NUMBERS	TERM STARTS	EXPIRES	CATEGORY
DOUG OSBORNE 209 Moller Avenue	747-0373 dosborne@sitkahospital.org	1/27/15	10/14/17	**CHAIR** *Williams term*
LOYD PLATSON 805 Charles Street	747-3636 x226 w 623-7560 c lplatson@scpsak.org	8/25/15	10/28/17	**VICE CHAIR** *Zanuzoski's term*
MYRON FRIBUSH, MD PO Box 303	738-1489 c 747-5377 h rfribush3@gmail.com	10/22/13	10/22/16	
CLARA GRAY 222 Tongass Drive 310	966-8936 w 752-7880 c clarag@searhc.org	12/8/15	12/8/18	
LAUREN HUGHEY 220 Lakeview Drive	541-740-4940 966-8797 w lauren.hughey@searhc.org	5/12/15	11/10/17	*Moore's term*
JEFF ARNDT 207 Cedar Heights	738-2025 queenmab@gci.net	11/11/15	11/11/18	
Melissa Henshaw Deputy Clerk/Records Specialist	747-1826 melissa.henshaw@cityofsitka.org			Secretary
Tristan Guevin PO Box 6235	738-5415 c assemblyguevin@cityofsitka.org			Assembly Liaison

Established by Ordinance 2013-23
7 members 3-year terms *(except for first commission)*: The first members appointed to the Commission shall, upon appointment, determine the length of the terms so that the terms of three (3) members shall be for one year, the terms of two (2) members shall be for two years, and the terms of two (2) members shall be for three years, resulting in staggered terms for members subsequently appointed. A vacancy on the commission shall be filled by appointment by the Assembly for any remainder of an unexpired term.

Meeting schedule: 2nd Tuesday of the month; noon at Sealing Cove Business Center at 601 Alice Loop – Meetings are to be held no less than four times per year.

Revised: December 9, 2015

Application for Appointment to Boards, Committees, and Commissions
City and Borough of Sitka

Board/Commission/Committee: POLICE & FIRE

Name: JAMES MELLEMA Daytime Phone: 907 752-0412

Address: 2304 A HALIBUT POINT RD Evening Phone: 907 752-0412

Email Address: nitejazz@mac.com Fax Number: —

Length of Residence in Sitka: 15 YEARS 4 MONTHS Registered to vote in Sitka? X Yes ___ No

Employer: RETIRED, US NAVY & SEARCH, MC EDGECUMB HOSP.

Organizations you belong to or participate in:
ASSOC. OF MILITARY SURGEONS OF THE U.S.
AMERICAN ASSOC. OF NURSE ANESTHETISTS (EMERITOUS)
MILITARY OFFICERS ASSOC OF AMERICA SITKA SOUND SCIENCE CENTER - Docent

Explain your main reason for applying:
I WOULD LIKE TO CONTRIBUTE to the COMMUNITY THAT HAS BEEN MY HOME for THE PAST 15 YEARS.

What background, experience or credentials will you bring to the board, commission, or committee membership?
22 YEARS ACTIVE SERVICE AS A NAVAL OFFICER, 6 OF THEM @ THE DEPARTMENT HEAD LEVEL.

Please disclose any potential conflicts of interest that may arise from your appointment. These may include but are not limited to:

- A substantial financial interest of $1000 annually that could be influenced by your appointment.
- An immediate family member employed within the scope of this appointment.

NONE

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ *(To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)*

Date: 01/04/2016 Signature: James Mellema

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting.

Please note: all information submitted will be made public and published online. Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? ___Yes ___ No

Return to:
Melissa Henshaw, Deputy Clerk/Records Specialist, 100 Lincoln Street
Fax: 907-747-7403 Email: melissa.henshaw@cityofsitka.org

James Mellema

2304A Halibut Point Road
Sitka , Alaska 99835
907 7520412
nitejazz@mac.com

January 6, 2016

I respectfully request consideration for appointment to the Police and Fire Commission of the City and Borough of Sitka. I am recently retired from a healthcare provider position at Mt Edgecumb Hospital and have been a resident of Sitka for 15 years. As a retired field grade Naval Officer I have extensive experience in policy making and leadership positions as well as holding a department level position in my civilian career. My education includes Diploma in Nursing, B.S. in Health Sciences, Masters level Certificate in Nursing Anesthesiology, and Master of Arts in Computer Resources Management.

Enclosed please find for you review Application for Appointment and a brief Cirriculum Vitae. Thank you for your consideration.

Sincerely yours,

James Mellema, CRNA (Emeritous), MA

Curriculum Vitae

James H. Mellema, CRNA MA
Commander, Nurse Corps, U.S. Navy Retired

Personal Data

Born April 05,1947, Grand Rapids, Michigan
Spouse, Catherine C. Allgood-Mellema

PO Box 6567
Sitka, AK 99835
nitejazz@mac.com
907.747.1012

Last Position

Chief, Anesthesia Services, Mt Edgecumbe Hosptial, South East Alaska Regional Health Consortium, Sitka, Alaska (Retired August 2014)

Educational Experience

Graduated June 1965, Grandville High School, Grandville Michigan

Attended Michigan State University 1965, 1966

Diploma in Nursing, June 1970, Butterworth Hospital School of Nursing, Grand Rapids, Michigan

Diploma in Nursing Anesthesiology, January 1974, Navy Nurse Corps School of Anesthesia, The George Washington University, and Naval Hospital, Camp Pendleton, California.

Bachelor of Science with Honors, 1986, Chapman College, Orange, California

18 Masters level units in Human Resources Development with emphasis on training & development, Chapman University Extension Program. Unable to complete MS studies due to military commitments. 1988-1990

Master of Arts (With Distinction) Computer Resources and Information Management, Webster University, San Diego Campus,.

Basic Instructors School, Naval Training Center, San Diego, California 1984

Medical Effects of Nuclear Weapons, Nuclear Radiation Biology Research Facility, August 1985

Combat Advanced Trauma Life Support, October 1987

Combat Casualty Care Course, Advanced, July 1988

Advanced Cardiac Life Support Instructor

Navy Senior Officers Legal Course 1993

PROFESSIONAL & MILITARY HISTORY

Commissioned Ensign Nurse Corps June 1970

Staff Nurse, Naval Regional Medical Center, Charleston, South Carolina August 1970- December 1971

Nurse Corps Anesthesia Program January 1992-January 1974

Staff Anesthetist and Affiliate Instructor Naval Regional Medical Center, Camp Pendleton, California January 1974-July 1974

Independent Duty Anesthetist, Naval Hospital, Port Hueneme, California, July 1974-January 1977

Locum Tenens Anesthetist, Worldwide Anesthesia Services January 1977-August 1977

Private Practice Anesthetist, Monticello Medical Center, Longview, Washington August 1977-September 1982

U.S. Naval Reserve (inactive) January 1977-February 1982

Ship's Anesthetist, USS Constellation CV 64 March-May 1982

Ship's Anesthetist, USS Midway CV 41 January-August 1983

Chief Anesthetist, Naval Hospital, Oakland, California October 1983-July 1984

Head, Hospital Corps Education Department, Naval Hospital Oakland, California July 1984-August 1985

Head, Critical Care Nursing, Naval Hospital Oakland, California August 1985-October 1986

Chief Anesthetist, U.S. Naval Hospital, Okinawa, Japan May 1987-July 1990

Chief Anesthetist, U.S. Naval Hospital, Yokosuka, Japan July 1990-July 1994

Chief Anesthetist, Naval Medical Center, San Diego, California July 1994-June 1996

Clinical Instructor, Navy Nurse Corps Anesthesia Program, Naval School of Health Sciences Naval Medical Center, San Diego, CA June 1996-July 1998

Staff Anesthetist, Keweenaw Memorial Medical Center, Laurium, Michigan September 1998-September 2000

Chief Anesthetist, SEARHC Mt Edgecumb Hospital, Sitka, Alaska, October 2000-August 2014 (Department Head July 2006 to September 2012)

Publications & Presentations

"Drug Interactions" Journal of the American Association Nurse Anesthetists, June 1975

"US Naval Hospital, Okinawa" Navy Anesthesia Society Newsletter. Spring 1992

"Operation Fiery Vigil" Admiral's Update, January 1994

August 1974 -"Major Drug Interactions in Anesthetized Patients" , American Association of Nurse Anesthetists Annual Meeting, Chicago, Illinois

February 1981 -" Regional Anesthesia in Private Practice" Washington Association of Nurse Anesthetists, Winter Meeting, Tacoma Washington

April 1992-"Computers and the Nurse Executive, The Role of Electronic Record Keeping" Okinawa Nurses Society

November 1995-" Desflurane and Ambulatory Anesthesia" USC Nurse Anesthesia Program

Memberships

American Association of Nurse Anesthetists (Emeritus)

Association of Military Surgeons of the United States (Life Member)

Navy Anesthesia Society

Military Officers Association of the United States (Life Member)

American Legion

Disabled American Veterans (Life Member)

Outside Interests

Master Scuba Diver Trainer, Professional Association of Diving Instructors

Sailing

Docent, Sitka Sound Science Center

POLICE AND FIRE COMMISSION

NAME	CONTACT NUMBERS	TERM STARTS	EXPIRES	CATEGORY
LOYD PLATSON 805 Charles Street	747-3636 ext 226 623-7560 lplatson@scpsak.org	9/22/15	9/22/18	**CHAIR**
DON JONES PO Box 6205	623-0431 h d_caldwell_j@hotmail.com	8/28/12 10/7/13	10/26/13 10/7/16	**VICE-CHAIR**
GWEN LAZZARINI 503 Baranof Street	747-7884 foggylady@ak.net	9/23/14	9/23/17	
LISA BAUGHER *1711 Sawmill Creek Rd*	[illegible]	[illegible]	[illegible]	*Resigned* *11/25/15*
JOSEPH PREVEN *PO Box 6155*	[illegible]	[illegible]	[illegible]	*Resigned* *9/14/15*
Sheldon Schmitt Police Chief	747-3349 sheldons@sitkapd.com			Staff Liaison
Dave Miller Fire Chief	747-1861 dave.miller@cityofsitka.org			Staff Liaison
Aaron Swanson 1410 C Sawmill Crk Rd	747-5499 h 623-7869 c assemblyswanson@cityofsitka.org			Assembly Liaison
Serena Wild Police Dept. Staff	747-3349 serenaw@sitkapd.com			Secretary

Established by Ordinance 83-579
Meet fourth Wednesday of each month at 6 p.m. – Fire Hall
5 members from public 3-year terms

OATH OF OFFICE REQUIRED

Revised: January 6, 2016

CITY AND BOROUGH OF SITKA

100 Lincoln Street,
Sitka, Alaska 99835

Legislation Details

File #:	16-007	Version:	1	Name:	
Type:	Item			Status:	AGENDA READY
File created:	1/6/2016			In control:	City and Borough Assembly
On agenda:	1/12/2016			Final action:	
Title:	Appoint Connie Sipe, Bryan Bertacchi, Steve Gage, David Lam, Mary Ann Hall and Mike Middleton (non-voting, ex-officio member) to the Sitka Community Hospital Board				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Motion Memo Ord 2015-37A Hospital Board Middleton Sipe Bertacchi Gage Lam Hall				

Date	Ver.	Action By	Action	Result

Appointments: Hospital Board

I MOVE TO appoint Mike Middleton to the Sitka Community Hospital Board under the category of City and Borough of Sitka standing board member, a non-voting, ex-officio seat.

AND

I NOMINATE Connie Sipe and Bryan Bertacchi to serve on the Sitka Community Hospital Board under the category of Professional Financial Experience.

Note: Be prepared to vote for one of these individuals. The individual not appointed for this category will move to the At-Large category.

AND

I NOMINATE Steve Gage and David Lam to serve on the Sitka Community Hospital Board under the category of Professional Healthcare Experience.

Note: Be prepared to vote for one of these individuals. The individual not appointed for this category will move to the At-Large category.

AND

I MOVE TO appoint Mary Ann Hall, *remaining name from Financial Experience category*, and *remaining name from Healthcare Experience category* to the Sitka Community Hospital Board under the category of At-Large.

City & Borough of Sitka
Municipal Clerk's Office
100 Lincoln Street, Sitka AK 99835
Telephone: 907-747-1811 Fax: 907-747-4004

Memorandum

To: Mayor McConnell and Assembly Members

Cc: Mark Gorman, Administrator

From: Sara Peterson, Municipal Clerk

Date: January 5, 2016

Subject: Hospital Board appointments

Ordinance 2015-37A, establishing a new framework for the Hospital Board, was approved by the Assembly on August 25, 2015. Our office has received six applications and is ready to move forward with appointments.

Per the Ordinance, the composition is as follows:

- One non-voting, ex-officio CBS standing board member (no term expiration)
  Applicant: Mike Middleton

  Recommended action: Approve this appointment.

- One member with professional financial experience (three-year term)
  Choose one of the following to serve in this category. The remaining individual will serve as an At-Large member.
  Applicants: Connie Sipe
  Bryan Bertacchi

  Recommended action: Appoint one of these individuals to serve in this category.

- One member with professional healthcare experience (three-year term)
  Choose one of the following to serve in this category. The remaining individual will serve as an At-Large member.
  Applicants: Steve Gage
  David Lam, MD

  Recommended action: Appoint one of these individuals to serve in this category.

- Three members At-Large (two-year terms)

  Applicants: Mary Ann Hall
  Remaining individual from Financial Experience category
  Remaining individual from Healthcare Experience category

  Recommended action: Appoint these three individuals to serve in this category.

Staff is recommending the six individuals be appointed to the Board. One member will serve as a non-voting, ex-officio CBS standing board member. For the Financial Experience and Healthcare Experience categories, the Assembly will need to select one of the two applicants in each of those categories. The remaining applicant in each of those categories will serve as an At-Large member.

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2015-37A

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA (CBS), ALASKA AMENDING SECTION 2.12.010 CITY AND BOROUGH OF SITKA HOSPITAL BOARD AND SECTION 2.12.070 ORGANIZATION, FORMALLY DISSOLVING THE EXISTING SITKA COMMUNITY HOSPITAL BOARD (SCH) AND ITS FRAMEWORK AND RE-ESTABLISHING AND REORGANIZING MEMBERSHIP UNDER NEW CRITERIA BY DECREASING VOTING MEMBERSHIP FROM SEVEN TO FIVE WITH THE GOAL OF PROVIDING FINANCIAL WELFARE AND ECONOMIC FINANCIAL STABILITY TO SITKA COMMUNITY HOSPITAL. THE NEW MEMBERSHIP WILL INCLUDE ONE NON-VOTING, EX-OFFICIO CBS STANDING SEAT (AND ALTERNATE) APPOINTED BY THE MUNICIPAL ADMINISTRATOR.

1. **CLASSIFICATION.** This ordinance is of a permanent nature and is intended to become a part of the Sitka General Code.

2. **SEVERABILITY.** If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of this ordinance and application to any person or circumstances shall not be affected.

3. **PURPOSE.** The Assembly, through passage of this ordinance, has determined that Sitka Community Hospital will be better served by dissolving the existing board and its current membership structure and re-creating a new board structure that establishes new criteria and board membership. The new board will consist of five members, none of whom will be employees of SCH. The composition of the board is as follows:

- One non-voting, ex-officio CBS standing board member (senior staff) and an alternate will be appointed by the Municipal Administrator due to CBS's fiduciary responsibility for the Sitka Community Hospital finances. This position will be approved by the Assembly. This position will not hold any board office (e.g. chair, secretary), and will not be subject to term expiration.
- At least one additional board seat will be filled by a person with professional financial experience such as a certified public accountant, auditor, or financial analyst.
- One seat shall be filled by a person with professional healthcare experience such as a physician, nurse, physical therapist or close equivalent.
- The remaining three voting seats will be at-large.
- Membership will also include two ex-officio, non-voting seats consisting of a member of Sitka Community Hospital chief medical staff (elected by SCH medical staff in December of each year) and an Assembly Member who will serve as liaison.

All voting members will be approved by the City and Borough Assembly. In October of each year an assembly liaison will be appointed to serve as a conduit between the Sitka Community Hospital Board and CBS Assembly.

Additionally, this ordinance gives the required fifteen day notice to existing board members of their removal, which is appealable to the Assembly. All existing board members will have the opportunity to reapply for any seat in which they qualify.

4. **ENACTMENT.** NOW, THEREFORE, BE IT ENACTED by the Assembly of the City and Borough of Sitka that SGC Chapter 2.12 is amended (old language stricken, new language underlined) as follows:

Chapter 2.12
CITY AND BOROUGH OF SITKA HOSPITAL BOARD

Section 2.12.010 City and Borough of Sitka Hospital Board

~~There shall be a board known as the city and borough of Sitka hospital board which shall consist of nine members: seven regular members, one of whom shall be a physician unless a physician does not apply within sixty days of a seat becoming open when no other physician is a regular member of the board, who shall serve three-year terms; and two nonvoting members who shall serve one-year terms. One ex officio member shall be a member of the assembly and the other shall be a member of the medical staff. All members shall be approved by the assembly.~~

There shall be a board known as the City and Borough of Sitka Hospital Board which shall consist of five voting members none of whom will be employees of Sitka Community Hospital:

A. The City and Borough of Sitka Municipal Administrator will appoint a non-voting, ex-officio member of the CBS senior staff as well as an alternate. This position will be approved by the Assembly. This person will not hold any board office, such as chair or secretary. This term will not expire.

B. A person having professional financial experience such as a certified public accountant, auditor, or financial analyst. This is a three year term.

C. A person having professional healthcare experience, such as a physician, nurse, physical therapist or close equivalent. This is a three year term.

D. Three people from the community at-large. These are two year terms.

There shall also be two additional non-voting, ex-officio members:

A. A member of the Sitka Community Hospital chief medical staff will be elected each December by SCH medical staff.

B. An Assembly member who will serve as liaison. Appointed each October.
All Sitka Community Hospital Board voting members will be approved by the Assembly.

* * *

Section 2.12.070 Organization
The board shall organize itself by electing a chairman and secretary who shall hold their offices as provided by hospital board by-laws.

A. The board shall adopt by-laws for the conduct of its business; provided, that ~~four~~ **three voting** members of the board shall constitute a quorum for the transaction of business, and ~~four~~ **three** affirmative votes shall be necessary to carry any questions;

B. Board meetings shall be held in the city and borough at least once each month;

C. The board shall cause a record of proceedings to be kept. A copy of that record shall be delivered to the assembly in a timely manner;

D. All meetings are subject to the Alaska Open Meetings Act. All meetings shall be open to the public. No member of the Assembly, ~~or municipal administrator~~ wishing to attend shall be excluded from an executive session.

* * *

5. **EFFECTIVE DATE.** Upon the dissolution of the current board, the SCH Hospital Administrator will appoint a "Responsible Individual," as allowed in the Medicare Conditions of Participation Regulations for Critical Access Hospital C-0240 §485.627(a), to carry out the requisite Governing Body (Hospital Board) functions. The Responsible Individual will serve in this role until the new Hospital Board has been seated by the Assembly. During this period of transition, the Sitka Community Hospital Administrator will report to the Municipal Administrator. Once the new Hospital Board is seated, the SCH Administrator will report to this body. This ordinance shall become effective on the day after the date of its passage.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 25th day of August, 2015.

Matthew Hunter, Deputy Mayor

ATTEST:

Sara Peterson, CMC
Municipal Clerk

1st reading postponed 6/9/15
1st reading 7/14/15
2nd reading postponed 7/28/15
2nd reading amended 8/11/15
3rd reading 8/25/15

Application for Appointment to Boards, Committees, and Commissions
City and Borough of Sitka

Board/Commission/Committee: Hospital Board

Name: Mike Middleton Daytime Phone: 747-4050

Address: 1302 Edgecumbe Dr Evening Phone: 738-5739

Email Address: mikem@cityofsitka.com Fax Number:

Length of Residence in Sitka: 4 years Registered to vote in Sitka? X Yes ___ No

Employer: City and Borough of Sitka

Organizations you belong to or participate in: Alaska Government Finance Officers Association (AGFOA) - currently president-elect, will be president in November

Explain your main reason for applying: I see an opportunity to use my skills to help our community.

What background, experience or credentials will you bring to the board, commission, or committee membership? I have been in governmental Accounting - specifically Budgets, grants, Reporting and analysis - since 1998. I am a licensed CPA in Alaska and Idaho. I have been on the AGFOA Board since 2013. I have expertise in understanding, analysing and explaining financial trends.

Please disclose any potential conflicts of interest that may arise from your appointment. These may include but are not limited to:

- A substantial financial interest of $1000 annually that could be influenced by your appointment.
- An immediate family member employed within the scope of this appointment.

I have no conflicts of interest.

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ *(To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)*

Date: 8/31/15 Signature: [signature]

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting. Applications received after the deadline will be considered but will not be included in the Assembly packets for review prior to appointment.

Please note: all information submitted will be made public and published online. Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? ___Yes ___ No

Return to:

Melissa Henshaw, Deputy Clerk/Records Specialist, 100 Lincoln Street

Fax: 907-747-7403 Email: melissa.henshaw@cityofsitka.org

To: Mark Gorman

From: Mike Middleton

Re: Appointment to Hospital Board

Mark,

I would like take this opportunity to state my interest in a position on the Hospital Board. I understand this will be a nonvoting position, but otherwise a full board member.

This is an opportunity to use my skills and natural inclinations to assist our community. I have been involved in governmental accounting since 1998 and am a licensed CPA in both Alaska and Idaho. During this time, I have worked with grants, budgets and constantly changing accounting regulations. This has required I become strong at analysis of financial data and being able to translate the analysis and patterns to others who have expertise in a different area. The board will need voices from different perspectives to effectively serve the community and I would like to add my perspective to the board.

Additionally, my wife is an RN. She does not work for Sitka Community Hospital so there is no conflict. I bring it up because it gives me insight on the issues some employees face that can be unique to a medical environment.

Below is a brief summary of my relevant work history, education and board service

Work History
1998-2001 – Idaho Department of Health and Welfare – Grant Reporting for Medicaid Grant, Child Care Development Block Grants, and Temporary Aid to Needy Families.

2001-2003 – Idaho Department of Administration – Pcard Administration, minor grant reporting, advising "minor" department.

2003-2011 – City of Boise – Controller – Supervised Audit, Pcard program, grants, loans, purchasing division, all accounting for the city.

2011-current – City and Borough of Sitka – Deputy Finance Director – Supervise all accounting aspects of the CBS.

Education
Graduated from Boise State University – December 1997
Issued Idaho CPA license – 2003
Issued Alaska CPA license – 2013

Board Service
Currently President-Elect for the Alaska Government Finance Officers Association

- Will be president November 2015
- Have been on the AGFOA board since November 2013

Thank you for your consideration,

Mike Middleton

Application for Appointment to Boards, Committees, and Commissions
City and Borough of Sitka

Board/Commission/Committee: Board, Sitka Community Hospital

Name: Conne J. Sipe

Daytime Phone: 966-4232

Address: 102 Kelly Street, Sitka

Evening Phone: 747-1432

Email Address: csipe@cfc.org

Fax Number: 747-4868

Length of Residence in Sitka: 15 years

Registered to vote in Sitka? XX Yes ____ No

Employer: Center for Community -- Executive Director

Organizations you belong to or participate in: Greater Sitka Legacy Fund (community foundation). On the state level, in my professional capacity as executive director at Center for Community, I belong to the Alaska Association for Developmental Disabilities, Alaska PCA Providers Association, and AGENET.

Explain your main reason for applying:

I have concern about the financial health of the hospital, but more importantly about the health care needs of all Sitkans, and how we can most efficiently use all of our community's health care resources in a sustainable system.

What background, experience or credentials will you bring to the board, commission, or committee membership?

I am a licensed attorney. I have worked as deputy commissioner of Alaska dept of health & social services, and director of Alaska's office/division of senior services. I have managed Center for Community 13 years.

Please disclose any potential conflicts of interest that may arise from your appointment. These may include but are not limited to:

- An immediate family member employed within the scope of this appointment.
- A substantial financial interest of $1000 annually that could be influenced by your appointment.

I do not believe it is a conflict of interest, but some could see that Center for Community's interest in providing long term care and supports in the home as an alternative or precursor to facility-based long-term care would be a conflict of interest. However, I think that situation is excellent base for collaboration.

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ *(To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)*

Date: Sept. 17, 2015 Signature: Conne J Sipe

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting. Applications received after the deadline will be considered but will not be included in the Assembly packets for review prior to appointment.

Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? XX Yes ____ No

Return to:
Sara Peterson, Deputy Clerk
100 Lincoln Street
Fax: 907-747-7403
Email: sara@cityofsitka.com

Connie J. Sipe
102 Kelly Street
Sitka, AK 99835

September 18, 2015

Mayor Mim McConnell
and Members, Sitka Assembly
City and Borough of Sitka

Dear Mayor McConnell:

Please find enclosed my application for a seat on the Board of the Sitka Community Hospital. Also find enclosed my professional resume with emphasis on my management experience.

I have lived in Sitka for 15 years, Alaska for 40. Since 1984, I have been engaged in delivery of health or social services administration, at the state and now the local level. I know how Medicaid, Medicare, and private insurance work. I know the structure of the health care field in state government, and where to go for answers. I believe strongly in not trying to go it alone, but instead to looking to our peer hospitals in other Alaskan and rural communities, to see if there is knowledge we can glean.

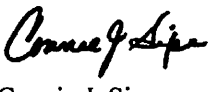
I need to say upfront that my professional passion for over three decades is home and community based care for the elderly and persons with disabilities. However, I know that hospitals and nursing homes are still an essential part of serving the health and support needs of persons across all abilities and all age groups. I don't see that it is a conflict to assist with governance of the community's hospital and long term care facility to also want to assist persons to live as independently as possible, for as long as possible, in their own homes, and in our community of Sitka. Keeping residents in Sitka, instead of moving away to get supportive services not available here, benefits SCH. I see this passion of mine, and my professional experience in the health and social services fields, as good balance weights on the hospital's board, so that it focuses not only on direct medical issues but on a holistic view of what should be our hospital's role in life-long care.

I also think that my work with senior citizens and persons with disabilities since 1984 gives me knowledge of statewide and national trends to assist the hospital in its development of all the services that will be needed as Sitka moves toward 2030, when state demographers project that Sitka will be the same population size, but with 23% of our residents being persons over age 65. I have already met with the new Administrator, Mr. Allen, and offered my experience in marketing the continuum of care to the seniors of Sitka and their family caregivers, and my current knowledge of possible new opportunities for SCH.

I am very concerned that our community hospital should have gone into a deficit fiscal situation, and I would like to assist, from my legal and management background, with ongoing and rigorous analysis of which lines of business our hospital should be in, and which lines of business should perhaps be reviewed for the possibility of consolidation, collaboration, or transfer. Very few communities of our size have one hospital, much less two. Therefore it is imperative that we not only cautiously explore, but move forward with deeper collaboration if the entire health care system in Sitka is going to be sustainable for the long run.

Thank you for your consideration.

Sincerely,



Connie J. Sipe

CONNIE J. SIPE

PROFESSIONAL MANAGEMENT EXPERIENCE

February 2002 to present. CENTER FOR COMMUNITY, INC.

Executive Director: Executive Director representing Board of community non-profit agency, providing services to more than 600 clients: persons with developmental or physical disabilities, home-bound senior citizens, persons seeking jobs, and managing public transit for Sitka. As of 2015, CFC employs 140+ part and full time employees, and maintains regional offices in Juneau and Anchorage.

1998 – February 2002 INFORMALASKA, Inc.

President and principal: Principal of small company doing research, consulting, and regulation and report writing projects for State agencies.

1994 – 1997 DIVISION OF SENIOR SERVICES, Department of Administration, State of Alaska

Director: Served as first director of a new division in State government, where all state services to senior Alaskans were consolidated for first time, brought from two State departments and five divisions. Brought online three large new programs: Home and Community Based Waivers, Assisted Living Licensing, Adult Protective Services, and implemented Personal Care expansion. Wrote several major pieces of legislation necessary for these changes and new programs.

1987 – 1994 Older Alaskans Commission, Dept. of Administration, State of Alaska

Executive Director: Served the Commission in its advocacy & planning roles, administered all NTS, Adult Day, and other grants, chaired taskforce to create Home and Community Based Waivers as alternatives to facility-based long-term care.

1984 – 1987 Office of the Commissioner, Department of Health & Social Services, State of Alaska

Deputy Commissioner: As Deputy Commissioner, supervised the Divisions of Medicaid, Public Assistance, and Family & Youth Services. Served two years as Commissioner's delegate on Medicaid Rate-Setting Commission for Hospital and Nursing Homes (one year as Chair).

1976 – 1984 Consumer Protection Office, Office of the Attorney General State of Alaska

Chief of Consumer Protection and Assistant Attorney General

EDUCATION AND CREDENTIALS

1975 to present: Member, Alaska Bar Association (Attorney)

1975: Juris Doctor, Harvard Law School

1972: Bachelor of Arts, English, Indiana University

Application for Appointment to Boards, Committees, and Commissions
City and Borough of Sitka

Board/Commission/Committee: Community Hospital

Name: Bryan J. Bertacchi Daytime Phone: 747-1870

Address: PO Box 1373, Sitka, 99835 Evening Phone: _____

Email Address: bryan.bertacchi@cityofsitka.org Fax Number: _____

Length of Residence in Sitka: 6 months Registered to vote in Sitka? _X__Yes

Employer: City of Sitka

Organizations you belong to or participate in:

None in Sitka

Explain your main reason for applying:

I feel strongly that my skill set could assist the hospital board in some challenging decision making ahead.

What background, experience or credentials will you bring to the board, commission, or committee membership?

I have a history of participating as a board member or COO in companies and organizations during significant change.

Please disclose any potential conflicts of interest that may arise from your appointment. These may include but are not limited to:

- A substantial financial interest of $1000 annually that could be influenced by your appointment.
- An immediate family member employed within the scope of this appointment.

NONE

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ *(To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)*

Date: 12/15/2015 Signature: _____

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting.

Please note: all information submitted will be made public and published online. Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? ___Yes ___ No

Return to:

Melissa Henshaw, Deputy Clerk/Records Specialist, 100 Lincoln Street

Fax: 907-747-7403 Email: melissa.henshaw@cityofsitka.org

Bryan J. Bertacchi *(PE, MBA)*

Mr. Bertacchi has served in numerous leadership positions within complex energy organizations; NCPA (Northern California Power Agency, with over seventeen Municipal members including hydro plants, gas turbines, and geothermal, 100+ IBEW and OE3 employees), PG&E (Pacific Gas and Electric, with over 100 reservoirs and 68 hydro power plants and ten liquid fuel reciprocating engine plants and 400+ IBEW employees) , and Calpine (where he served for over 15 years as Vice President of Western Operations with over 32 operating power plants). He has extensive Operations and Asset Management experience and has served as a board member and corporate officer. He has a depth of experience with government regulators, equity partners, lenders, rating agencies, elected officials, organized labor, OEM's, and EPC contractors. In his early career he was extensively trained as a field engineer for General Electric Company where he provided construction and operations support for Electric Generation equipment worldwide including Iraq , Egypt and other distant locations. Early in his career he "wintered over" at Palmer Station Antarctica as the Plant Manager providing support for various scientific exploration and expeditions. He has served as a Board Member of Sierra Geothermal Company, COO of the Calpine Power Income Fund, Vice President of the Calpine Western Region and Area Executive, and Director of PG&E Hydro and Fossil . He has a degree in Electrical Engineering from California Polytechnic University , a Professional Engineering License in Mechanical Engineering in California, an MBA from Saint Mary's College, and holds a General Engineering Contractors License.

Application for Appointment to Boards, Committees, and Commissions
City and Borough of Sitka

Board/Commission/Committee: Sitka Community Hospital Board

Name: Steve Gage

Daytime Phone: 907-747-5587

Address: 409 Hemlock St

Evening Phone: same

Email Address: gage aj @gmail.com

Fax Number:

Length of Residence in Sitka: 25 yrs

Registered to vote in Sitka? X Yes ___ No

Employer: retired

Organizations you belong to or participate in:

see attached

Explain your main reason for applying:

What background, experience or credentials will you bring to the board, commission, or committee membership?

Please disclose any potential conflicts of interest that may arise from your appointment. These may include but are not limited to:

- A substantial financial interest of $1000 annually that could be influenced by your appointment.
- An immediate family member employed within the scope of this appointment.

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ *(To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)*

Date: Sept. 15 2015 Signature: Steve Gage

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting. Applications received after the deadline will be considered but will not be included in the Assembly packets for review prior to appointment.

Please note: all information submitted will be made public and published online. Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? ___Yes ___ No

Return to:

Melissa Henshaw, Deputy Clerk/Records Specialist, 100 Lincoln Street

Fax: 907-747-7403 Email: melissa.henshaw@cityofsitka.org

September 14, 2015

Mark Gorman, Administrator
Sitka City Council Assembly Members

My name is Steve Gage. I am offering to serve on the Sitka Community Hospital Board. I have been a resident of Sitka for twenty five years and am a registered voter. I am trained and worked as a Physician Assistant prior to my retirement in 2012. My Alaska license to practice as a Physician Assistant is currently inactive.

I wish to see the Sitka Community Hospital continue to provide medical services for Sitka residents and the surrounding region. I believe a strong and committed board is an essential part for any hospital to achieve and sustain high quality medical services while maintaining a sound financial footing. Small independent hospitals are almost an endangered species, careful management and oversight by all stakeholders will be essential.

My work history includes;

-practice as the medical provider in Pelican from 1979-1990.
-employed by SEARHC from 1990-2012 in several positions.
- medical provider, and instructor SEARHC Community Health Aide training program.
- Community Health Aide Program Director.
- Assistant Medical Director for SEARHC Community Health Services. This position included serving on the SEARHC Community Health Services Medical Executive, Risk Management, Credentialing & Accreditation Committees.

Relevant past board memberships includes;

-served 12 years as a school board member, six years in Pelican and six years in Sitka.
-served as a board member and President of the Alaska Statewide Community Health Aide Certification Board.
-served as a board member and President of the Alaska Academy of Physician Assistants.

I do not believe I have any potential financial or other conflict of interest for this appointment.

Thank you for your consideration.

Steve Gage

P.O. Box 1324
Sitka, Alaska 99835
9 July 2015

Melissa Henshaw,
Deputy Clerk/Records Specialist
100 Lincoln Street
Sitka, Alaska 99835

Subject: Application for appointment to the Sitka Community Hospital Board of Directors

Ms. Henshaw,

Good morning.

Attached to this letter you will find:
1) A competed Application Form
2) A copy of my resumé

I would like to take this opportunity to apply for appointment to the next vacancy which may be available on the Sitka Community Hospital Board of Directors. It is true that I have only lived in Sitka for a short time, but based on numerous short and long term visits over the past few years, I have recently purchased a home, and I intend to stay in Sitka for the rest of my life. I'm looking for a way to directly contribute to the community, and I think such an appointment would allow me to so contribute, and would be for the good of the hospital and the board. I have discussed this possible role on several occasions with Mr. Allen, the Hospital CEO, and he has informed me that he feels that the normal residency waiting period might be waived for an applicant with specialised qualifications, such as mine.

I am aware of the recent Assembly consideration of a proposal for dissolution of the entire Hospital Board and reappointment of new members. In the event that does not occur, I assume there will still be some upcoming vacancies on the Board, for which I would like to be considered.

I am a physician, licensed in Alaska, but I am retired currently and do not intend to carry on a clinical practice in Sitka, so I have no potential conflicts of interest. I know Alaska, having lived in Fairbanks for extended periods in the past, and having been licensed in the State since the late 1970s. Of most importance, I have served at various times as the Chief Executive Officer of three different military hospitals (probably more than any other Army officer in recent decades). I took over two of those hospitals at times they were in crisis due to CEO malfeasance, and successfully brought them into the

mainstream of Army medicine. Additionally, I served as an ex-officio member of the Fairbanks Hospital Board of Directors for a time in the 1980s, and I also served on one of the Governor's medical advisory panels at the same time (Emergency Medical Services).

My resumé should give the Assembly an understanding of my training, background, and qualifications for this position. If there are any questions, I would be happy to answer them.

I look forward to hearing from you in the near future.

Sincerely,

David M. Lam

David M. Lam MD

Application for Appointment to Boards, Committees, and Commissions
City and Borough of Sitka

Board/Commission/Committee: Hospital Governing Board

Name: David M. Lam Daytime Phone: 738-4068

Address: P.O. Box 1324 Evening Phone: Same

Email Address: Dave@Shamanmedicalconsulting.com Fax Number: None

Length of Residence in Sitka: 1 month Registered to vote in Sitka? ____Yes ____No

Employer: None-- Retired

Organizations you belong to or participate in: Several

Explain your main reason for applying: Having recently moved to Sitka, and getting older, I want to do everything I can to help ensure that the hospital remains capable of providing quality care, and that the problems of the last year or so do not recur.

What background, experience or credentials will you bring to the board, commission, or committee membership? I am a licensed MD (retired), and I have served as CEO of three hospitals in my career. I have also served on the Board of the Fairbanks Hospital for a period (many years ago). I also have served on one of the Governor's medical advisory committees (again, many years ago).

Please disclose any potential conflicts of interest that may arise from your appointment. These may include but are not limited to:

- A substantial financial interest of $1000 annually that could be influenced by your appointment.
- An immediate family member employed within the scope of this appointment.

None

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ *(To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)*

Date: 9 July 2015 Signature: David M. Lam

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting. Applications received after the deadline will be considered but will not be included in the Assembly packets for review prior to appointment.

Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? X Yes ____ No

Return to:
Melissa Henshaw, Deputy Clerk/Records Specialist
100 Lincoln Street
Fax: 907-747-7403
Email: melissa@cityofsitka.com

Résumé of
David M. Lam, M.D., M.P.H.

Mailing Address:

P.O. Box 1324
Sitka, Alaska 99835

Email: Dave@shamanmedicalconsulting.com

Objective: Highly experienced medical manager looking for a volunteer community support position

Summary of Experience:

*Physician (M.D.). Primary experience in Command, Staff, and Management.
*Colonel, United States Army Medical Corps, (Retired).
*Associate Professor, University of Maryland School of Medicine (Retired).
*Medical Staff experience at Battalion, Brigade, Corps, Joint Command (USEUCOM), and International levels (NATO International Military Staff).
*Hospital Command (CEO) at Lieutenant Colonel and Colonel (x2) levels.
*Demonstrated expertise in Hospital management, operational planning, personnel management, budgeting, quality assurance, clinical care, policy development, medical logistics, humanitarian relief operations, Research & Development management.
*Previous experience as member of the Board of Directors for a civilian hospital.
*Responsibility for development and acceptance of much of current NATO policy on multinational medical support during operations, medical support of humanitarian/ disaster assistance programs, and the medical portions of generic NATO logistics policy documents. This includes planning for the management of hospitals and other medical care organisations in distant and austere environments.
*Experience in medical and logistic force development programs in Albania, Croatia, Czech Republic, Slovenia, Romania, and Former Yugoslav Republic of Macedonia.
*Outstanding skills in team-building, coaching, and maintaining positive cooperative working relationships with personnel of various backgrounds, national origins, and levels of experience.
*Personal experience in disaster relief/ humanitarian aid missions in the Soviet Union, Tunisia, Rwanda, and Turkey/Iraq border areas.
*Experience in all aspects of health care delivery, from on-scene delivery in the third world to management of hospitals. Most recent position entailed development of policies and procedures to govern the maintenance of medical quality during the provision of care in austere and hazardous multinational environments and required achievement of consensus of 44 nations at the highest levels.
*Two years experience as research manager with approximately US$ 24 million annual budget.
*Research Associate Professor tasked with carrying out research and implementation of multinational telemedicine systems.

Qualifications:

*Doctor of Medicine (M.D.) degree 1972
*30 years of military service, culminating with five years as the only physician on the staff at NATO Headquarters.
*Master of Public Health (M.P.H.) degree 1979 (emphasis on Medical Administration and Occupational Medicine)
*Fully licensed as a physician (state of Alaska, and registered in the United Kingdom)
*Board Certified as a specialist in Aerospace Medicine/ On UK Specialists' Register in Aerospace Medicine
*Fellow, Aerospace Medical Association
*Fellow, International Academy of Aviation and Space Medicine
*Fellow, American Academy of Family Practice
*Fellow, American College of Physician Executives
*Army Master Flight Surgeon
*Graduate, U.S. Army Command and Staff College
*Graduate, U.S. Army War College
*Graduate of multiple NATO training courses, including logistics, medical planning, emergency procedures and operations, and civil-military co-operation.
*Trained by World Health Organization and International Committee of the Red Cross on provision of health care in large scale humanitarian emergencies.
*Military awards include Defense Superior Service Medal (2), Legion of Merit (2), Meritorious Service Medal (6), Bronze Star Medal, Army Commendation Medal, as well as numerous service medals including Armed Forces Expeditionary Medal and the Kuwait Liberation Medals.

Detailed curriculum vitae and references are available upon request.

Application for Appointment to Boards, Committees, and Commissions
City and Borough of Sitka

Board/Commission/Committee: HOSPITAL BOARD

Name: MARY ANN J. HALL Daytime Phone: 747-7265

Address: 2037 HPR Evening Phone: SAME

Email Address: Fax Number:

Length of Residence in Sitka: 22 yrs Registered to vote in Sitka? ____Yes ____No

Employer: RETIRED

Organizations you belong to or participate in: HOSPITAL AUXILLARY
HOME HEALTH ADVISORY BOARD Hospital
LOCAL EMERGENCY planning comm

Explain your main reason for applying:
I WANT TO CONTINUE ON the Hospital board

What background, experience or credentials will you bring to the board, commission, or committee membership?
I have 30 yrs medical experience including
hospital corp of U.S. NAVY

Please disclose any potential conflicts of interest that may arise from your appointment. These may include but are not limited to:

- A substantial financial interest of $1000 annually that could be influenced by your appointment.
- An immediate family member employed within the scope of this appointment.

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ *(To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)*

Date: July 29 2015 Signature: Mary Ann J Hall

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting. Applications received after the deadline will be considered but will not be included in the Assembly packets for review prior to appointment.

Please note: all information submitted will be made public and published online. Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? ___Yes X No

Return to:
Melissa Henshaw, Deputy Clerk/Records Specialist, 100 Lincoln Street
Fax: 907-747-7403 Email: melissa.henshaw@cityofsitka.org

on back →

I have trained at the largest research center in the world for communicable diseases
I have worked for the Centr for Desease Control in Anchorage
I did all the microbrology work for Indian Health Service at State hood.
My diploma is in Medical Technology
I am a retired lab technician

CITY AND BOROUGH OF SITKA

100 Lincoln Street,
Sitka, Alaska 99835

Legislation Details

File #:	ORD 15-59	Version:	1	Name:	
Type:	Ordinance			Status:	AGENDA READY
File created:	12/16/2015			In control:	City and Borough Assembly
On agenda:	1/12/2016			Final action:	
Title:	Amending Title 15 of the Sitka General Code to establish new solid waste disposal policies, clarify existing policies, and change rates and fees for solid waste disposal services at section 15.06.020 entitled "Solid Waste Disposal Policy and Rates", and section 15.06.035 entitled "Rates for Treatment and Collection"; to combine solid waste disposal policies previously set forth in section 15.06.025 into one comprehensive section 15.06.020; to establish definitions applicable to solid waste disposal policy in a new section 15.06.070, and to make clarifying edits				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Motion Ord 2015-59 Copy of October 21 memo				

Date	Ver.	Action By	Action	Result
12/22/2015	1	City and Borough Assembly		
12/22/2015	1	City and Borough Assembly		

POSSIBLE MOTION

I MOVE TO approve Ordinance 2015-59 on second and final reading.

Memo

Thru: Mark Gorman, Municipal Administrator

To: City and Borough of Sitka Assembly

From: Jay Sweeney, Chief Financial and Administrative Officer

Date: December 14, 2015

Re: **Introduction of Ordinance Increasing Solid Waste User Fees**

At its meeting on October 27th, the Assembly of the City and Borough of Sitka accepted a proposal for solid waste disposal services, voted to award a contract for such services, and directed the Administrator to develop and execute the written contract form for the services.

In order to pay for the costs associated with the new contract, the City and Borough of Sitka (CBS) must raise solid waste user fees, which must accomplished by ordinance per the Home Rule Charter (Article III, Section 3.01 CBS HRC). The reason fees must be raised is that solid waste costs under the new multi-year contract will rise substantially. As the Assembly was informed at its October 27th meeting, some component costs associated with the new contract are increasing over 20%.

The accompanying ordinance enacts a new solid waste fee structure necessary to pay for increased contractual costs. The proposed rate structure was been presented to the Solid waste Advisory Committee and the Committee concurred with the proposed rate structure.

Sponsor: Administration

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2015-59

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA AMENDING TITLE 15 OF THE SITKA GENERAL CODE TO ESTABLISH NEW SOLID WASTE DISPOSAL POLICIES, CLARIFY EXISTING POLICIES, AND CHANGE RATES AND FEES FOR SOLID WASTE DISPOSAL SERVICES AT SECTION 15.06.020 ENTITLED "SOLID WASTE DISPOSAL POLICY AND RATES", AND 15.06.035 ENTITLED "RATES FOR TREATMENT AND COLLECTION"; TO COMBINE SOLID WASTE DISPOSAL POLICIES PREVIOUSLY SET FORTH IN SECTION 15.06.025 INTO ONE COMPREHENSIVE SECTION 15.06.020; TO ESTABLISH DEFINITIONS APPLICABLE TO SOLID WASTE DISPOSAL POLICY IN A NEW SECTION 15.06.070, AND TO MAKE CLARIFYING EDITS.

1. CLASSIFICATION. This ordinance is of a permanent nature and is intended to become a part of the Sitka General Code.

2. SEVERABILITY. If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of this ordinance and application to any person or circumstance shall not be affected.

3. PURPOSE. The purposes of this ordinance are to consolidate all solid waste disposal policies and associated fees into one comprehensive section; tighten and clarify solid waste disposal policies; establish a policy that failure to pay any amount of utility user fees shall be grounds for disconnection of any or all utility services; establish a policy that there are no exceptions to the paying of a solid waste disposal fee regardless of the amount of waste generated; to change the rates and fees charged for various solid waste disposal services; to establish definitions for terms applicable to solid waste disposal, and, to make clarifying edits.

4. ENACTMENT, NOW, THEREFORE, BE IT ENACTED by the Assembly of the City and Borough of Sitka that SGC 15.06.020 and SGC 15.06.035 are amended to read as follows (new language underlined; deleted language stricken):

15.06.020 Solid waste disposal policy and rates.

A. ~~Junk automobiles and small trucks (three-quarter ton or smaller) may be delivered to Gary Paxton industrial park (GPIP) scrap yard at a rate of three cents per pound.~~In order to promote public health and reduce littering and illegal dumping, every residential unit, business, and live aboard vessel within one mile of the Sitka road system shall be required to pay a waste disposal fee as set by the Assembly. There are no exceptions to paying a waste fee under these classifications regardless of the amount of waste generated and/or disposed. Failure to pay any amount of user and/or utility fees owed to the City and Borough shall be grounds for disconnection of any or all services and

utilities such as electrical service as provided for in SGC 15.01.030.

B. ~~Trucks larger than three-quarter ton, larger vehicles, heavy equipment, and old trailers shall be billed at a rate of six cents per pound.~~Customers shall be permitted to dispose of acceptable waste in collection contractor-provided receptacles. "Acceptable waste" means all putrescible and non-putrescible waste including, but not limited to: garbage; refuse; ashes; paper and cardboard; and approved special waste. "Special waste" means any waste material which, because of its physical characteristics, chemical make-up, or biological nature, requires either special handling procedures and permitting, or poses an unusual threat to human health, equipment, property, or the environment. Customers shall not be permitted to dispose of unacceptable and/or special waste in collection contractor-provided receptacles. "Unacceptable waste" means waste that may not be disposed of at the disposal site under federal, state or local law, regulation, rule, code, permit or permit condition. Special waste shall be disposed of according to (C)(10) below or at bi-annual city sponsored collection events.

C. ~~Scrap metals shall be billed at a rate of six cents per pound.~~ Fees and Policies Applicable to Specific Solid Waste Categories.

1. Junk automobiles and small trucks (three-quarter ton or smaller) may be delivered to Gary Paxton industrial park (GPIP) scrap yard at a rate of three cents per pound.

2. Trucks larger than three-quarter ton, larger vehicles, heavy equipment, and old trailers shall be billed at a rate of six cents per pound.

3. Scrap metals shall be billed at a rate of six cents per pound.

~~D.~~4. Fuel tanks must be cleaned and cut into pieces less than five feet by twelve feet (if over 500 gallons) prior to delivery to the GPIP scrap yard.

~~E.~~5. Freezers, refrigerators, and air conditioning units shall be billed at a rate of twenty dollars each.

~~F.~~6. All other appliances or white goods besides freezers, refrigerators, and air conditioning units shall be billed at a rate of six cents per pound.

~~G.~~7. Recyclables including mixed paper, cardboard, and newsprint that are delivered to the GPIP scrap yard shall be billed at a rate of four cents per pound.

~~H.~~8. Tires off of large trucks and heavy equipment may be delivered to the transfer station or GPIP scrap yard and shall be billed at a rate of twenty-five dollars each.

~~I.~~9. No construction and demolition debris shall be disposed of at any Sitka ~~Kimsham~~ Landfill unless otherwise authorized by the director of public works.

~~J.~~10. Household hazardous or special waste may be disposed of during normal business hours at the GPIP scrap yard. Commercially generated household hazardous waste will not be accepted at any time.

~~K.~~11. Concrete and asphalt disposal shall be billed at a rate of twelve dollars per cubic yard.

~~L.~~12. Concrete and asphalt disposal is by appointment only with the public works superintendent.

~~M.~~13. Asbestos disposal shall be billed at a rate of fifty-five dollars per cubic yard.

~~N.~~14. Asbestos disposal is by appointment only with the public works superintendent.

~~**15.06.025 Solid Waste Disposal Treatment and Refuse Collection.**~~

~~Except as to vacant buildings, every residential unit and business in the municipality shall use the solid waste service provided by the city and borough of Sitka. Customers shall be permitted to dispose of acceptable waste in collection contractor provided receptacles. "Acceptable waste" means all putrescible and non-putrescible waste including, but not limited to: garbage; refuse; ashes; paper and cardboard; and approved special waste. "Special waste" means any waste material which, because of its physical characteristics, chemical make-up, or biological nature, requires either special handling procedures and permitting, or poses an unusual threat to human health, equipment, property, or the environment. Customers shall not be permitted to dispose of unacceptable and/or special waste. "Unacceptable waste" means waste that may not be disposed of at the disposal site under federal, state or local law, regulation, rule, code, permit or permit condition.~~

***

15.06.035 Rates for treatment and collection.

A. The following rates are effective as of ~~August 1, 2003~~January 13, 2016:

32-gallon container	$~~25.00~~30.32 per month
90-gallon container	$~~42.00~~50.94 per month
350-gallon container	$~~170.00~~206.18 per month

B. These rates are for one container that the refuse collection contractor picks up once a week. For customers that fall into one of the following three categories, the rates for treatment and collection will be:

For those customers in apartment complexes or other unique situations identified on the list maintained by the finance director	$~~38.00~~46.09 per month
For those customers living within the harbor system	$~~38.00~~46.09 per month
For those customers living on an island other than Baranof or connected by bridge to Baranof who do not receive any service from the refuse collection contractor	$~~19.00~~23.04 per month

* * *

15.06.040 Deposit required for ~~thirty-two-gallon container~~ smaller containers.

A fifty-dollar deposit is required before a ~~thirty-two-gallon container~~ smaller size container is delivered to ~~the~~ a customer. Such deposit will earn interest at the rate paid on a one-year U. S. Treasury note. After one year of service using the ~~thirty-two-gallon~~ smaller size container, the deposit and interest earned will be applied to the customer's bill. If the customer switches back to a ~~ninety-gallon~~ full size container within one year, the deposit and interest earned will be forfeited to the solid waste treatment fund. If the customer violates ~~rules as set out by the solid waste coordinator~~ procedures for solid waste disposal as set forth in the chapter within the first year of use of the ~~thirty-two-gallon~~ smaller size container, the customer will forfeit the deposit and interest earned to the solid waste treatment fund.

***

15.06.070 Definitions

A. As used in Chapter 15.06, the following terms shall have the following meanings:
   1. "Residential Unit" means any structure, portion of a structure, mobile home, or 5th wheel, which is not otherwise defined as a hotel, motel or other public accommodation per SGC 4.24.010. If a structure contains a room or set of rooms which are occasionally rented to transient guests through a bed and breakfast or

other similar arrangement, the structure shall be defined as a residential unit for purposes of this chapter.

2. "Business" means any structure, or portion of a structure, or business location which is (a) not otherwise defined as a residential unit and (B) not defined as a vessel or a liveaboard per SGC Chapter 13.04.

3. "Liveaboard" shall have the same definition as set forth in SGC 13.04.110.

B. In instances involving ambiguities as to whether or not any structure, abode, or real property shall be defined as a residential unit, business, or liveaboard required to utilize the solid waste services provided by the City and Borough of Sitka; or, whether such structure, abode, or real property shall be defined as a residential unit, business, or liveaboard, the Administrator shall have the authority to make binding decisions as to the application of the regulations set forth in this Chapter.

5. EFFECTIVE DATE. This ordinance shall become effective the day after the date of its passage.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 12th day of January, 2016.

_____
Mim McConnell, Mayor

ATTEST:

_____
Sara Peterson, CMC
Municipal Clerk

1st reading 12/22/15
2nd reading 1/12/16

City and Borough of Sitka Finance Department

Memo

Thru: Mark Gorman, Municipal Administrator

To: City and Borough of Sitka Assembly

From: Jay Sweeney, Chief Financial and Administrative Officer

Date: October 21, 2015

Re: Necessity for Awarding Solid Waste Disposal Contract Prior To Introduction of Ordinance Increasing Solid Waste User Fees

---

On October 27th, the Assembly of the City and Borough of Sitka will be asked to accept a proposal for solid waste disposal services, vote to award a contract for such services, and direct the Administrator to develop and execute the written contract form for the services.

In order to pay for the costs associated with the new contract, the City and Borough of Sitka (CBS) must raise solid waste user fees, which is accomplished by ordinance. The reason fees must be raised is that solid waste costs under the new multi-year contract will rise substantially. As the fiscal note in the contract memorandum, states, some component costs associated with the new contract are increasing over 20%.

Why bring a contract award request forward before raising user fees? The answer is that the current contract has expired and the CBS is operating under a month-to-month extension, cancellable by either party with notice. To ensure continued solid waste disposal service, it is important to act now to award the contract.

The solid waste utility has enough working capital to operate under a new contractual cost structure for several months, thus providing time to prepare and vet an ordinance proposing an increase in solid waste user fees. Eventually, however, solid waste user fees must be raised or all of the working capital in the solid waste utility will be expended.

CITY AND BOROUGH OF SITKA

100 Lincoln Street,
Sitka, Alaska 99835

Legislation Details

File #:	RES 16-01	Version:	1	Name:	
Type:	Resolution			Status:	AGENDA READY
File created:	1/6/2016			In control:	City and Borough Assembly
On agenda:	1/12/2016			Final action:	
Title:	Requesting the State Department of Law revise the 500 foot set-back provision in 3 AAC 306.010 (first and final reading)				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Res 2016-01 Marijuana Maps 500 Feet Marijuana Maps 200 Feet				

Date	Ver.	Action By	Action	Result

POSSIBLE MOTION

I MOVE TO approve Resolution 2016-01 on first and final reading.

Sponsor: Potrzuski/Eisenbeisz

CITY AND BOROUGH OF SITKA

RESOLUTION NO. 2016-01

A RESOLUTION OF THE CITY AND BOROUGH OF SITKA, REQUESTING THE STATE DEPARTMENT OF LAW REVISE THE 500 FOOT SET-BACK PROVISION IN 3 AAC 306.010.

WHEREAS, Ballot Measure No. 2, "An Act to Tax and Regulate the Production, Sale, and Use of Marijuana" passed with a majority of the voters in support; and

WHEREAS, due to geographic constraints dictated by local topography many municipalities have limited real-estate on which to develop; and

WHEREAS, a result of those limitations on developable real-estate is that municipalities are compelled to reconcile highly incongruous zoning and building uses in close proximity to each other; and

WHEREAS, the requirement for there to be a 500 foot space between any licensed marijuana establishment and a school, recreation or youth center, building where religious services are regularly conducted and a correctional facility limits the ability of an establishment to receive a license from the state; and

WHEREAS, such a requirement stands in direct contradiction to AS 17.38.090(a) thus making implementation of the law unreasonably impracticable; and,

WHEREAS, licensed liquor establishments operate under a 200 ft. setback, per AS 04.11.410(a),

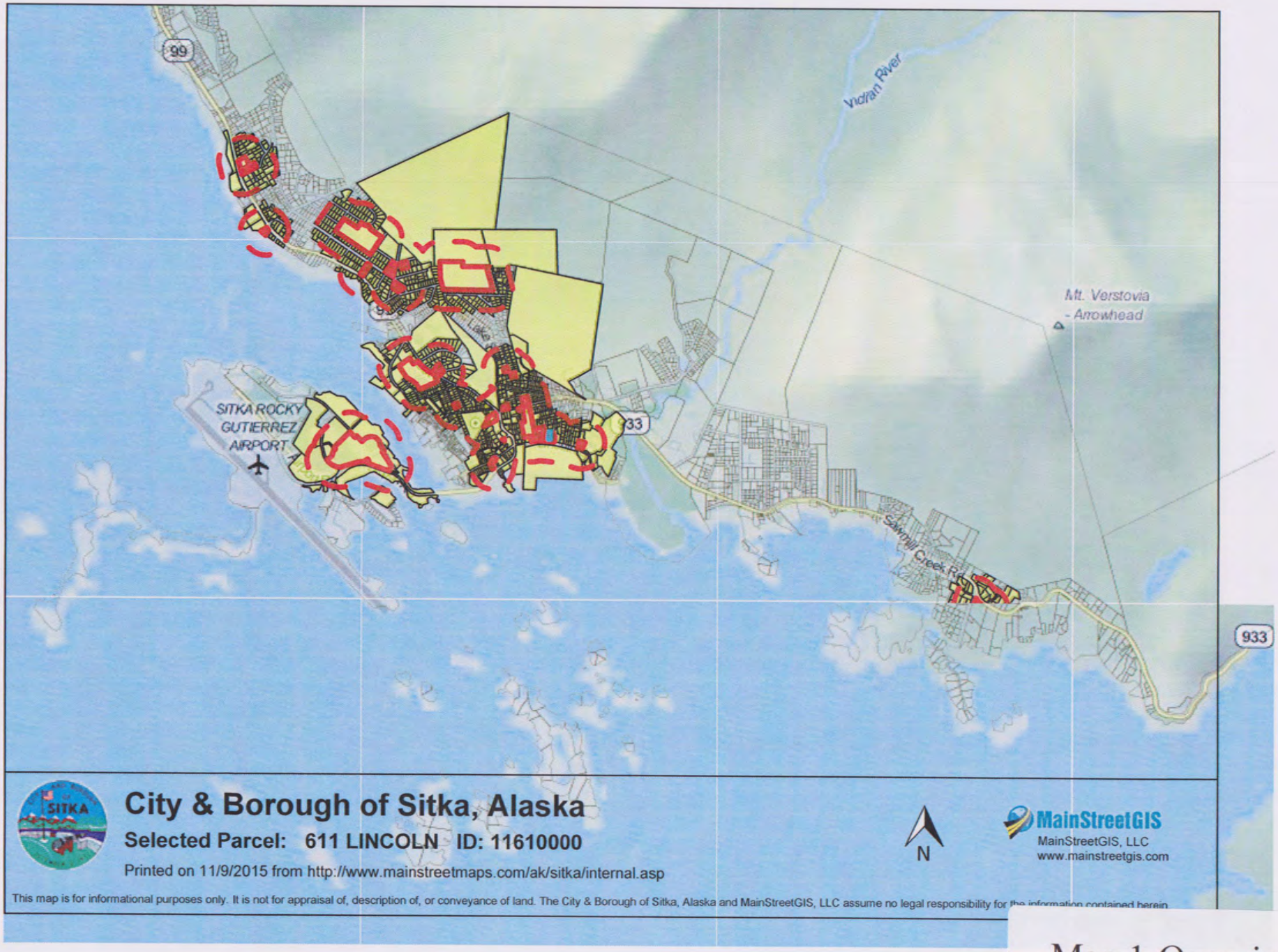
NOW, THEREFORE, BE IT RESOLVED the Assembly of the City and Borough of Sitka, Alaska, requests that the Alaska State Department of Law recommend the set-back distance required between all marijuana establishments and any schools, recreation or youth centers, religious buildings and correctional facilities be a minimum of 200 ft. to be determined by local planning and zoning regulation.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska on this 12th day of January, 2016.

_____
Mim McConnell, Mayor

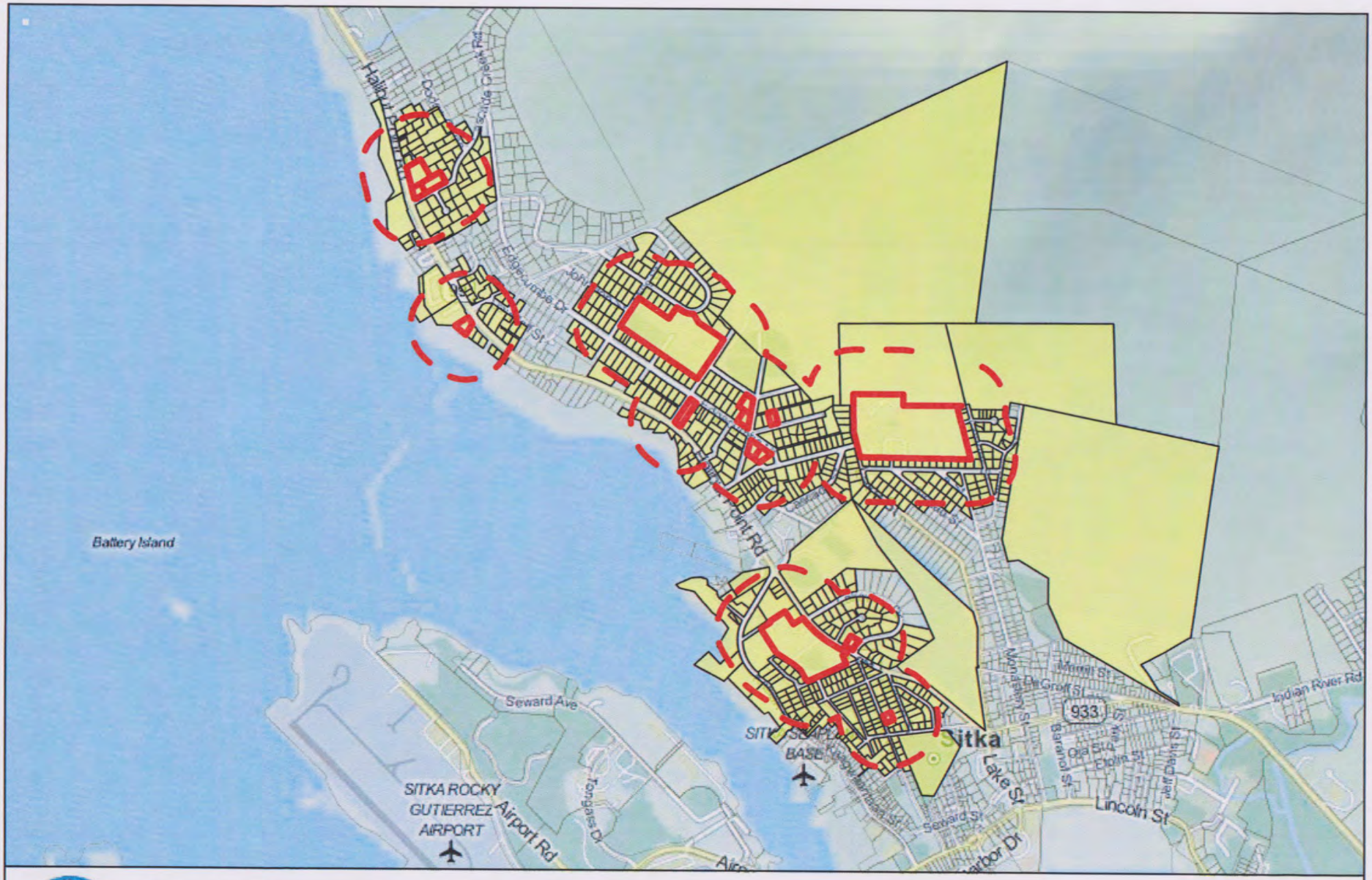
ATTEST:

_____
Sara Peterson, CMC
Municipal Clerk



Map 1-Overview
500 Feet

http://www.mainstreetmaps.com/ak/sitka/internal.asp



City & Borough of Sitka, Alaska

Selected Parcel: 1904 HALIBUT POINT ID: 25090000

Printed on 11/9/2015 from http://www.mainstreetmaps.com/ak/sitka/internal.asp

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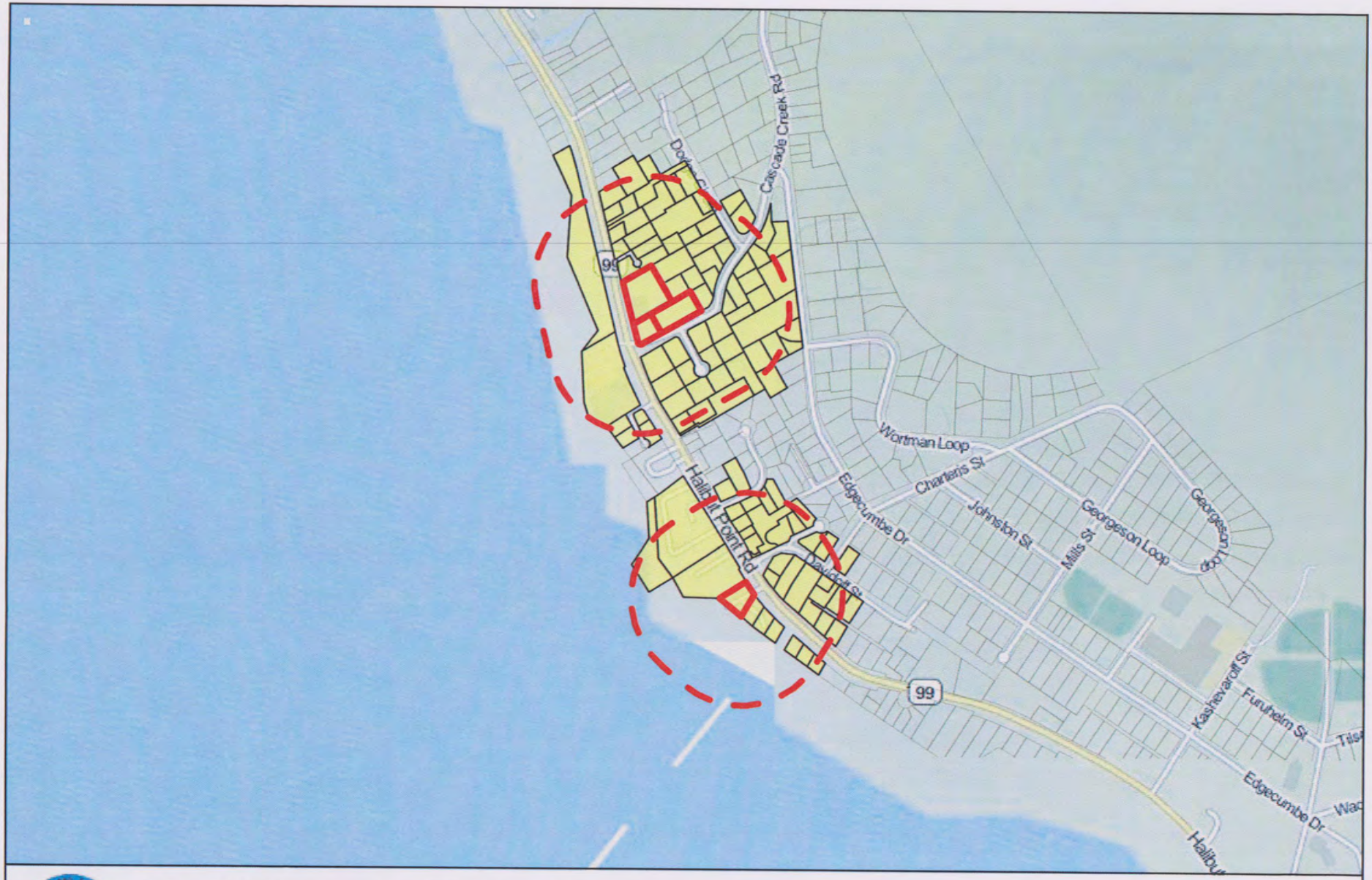
MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

Map 2-HPR
500 Feet



City & Borough of Sitka, Alaska

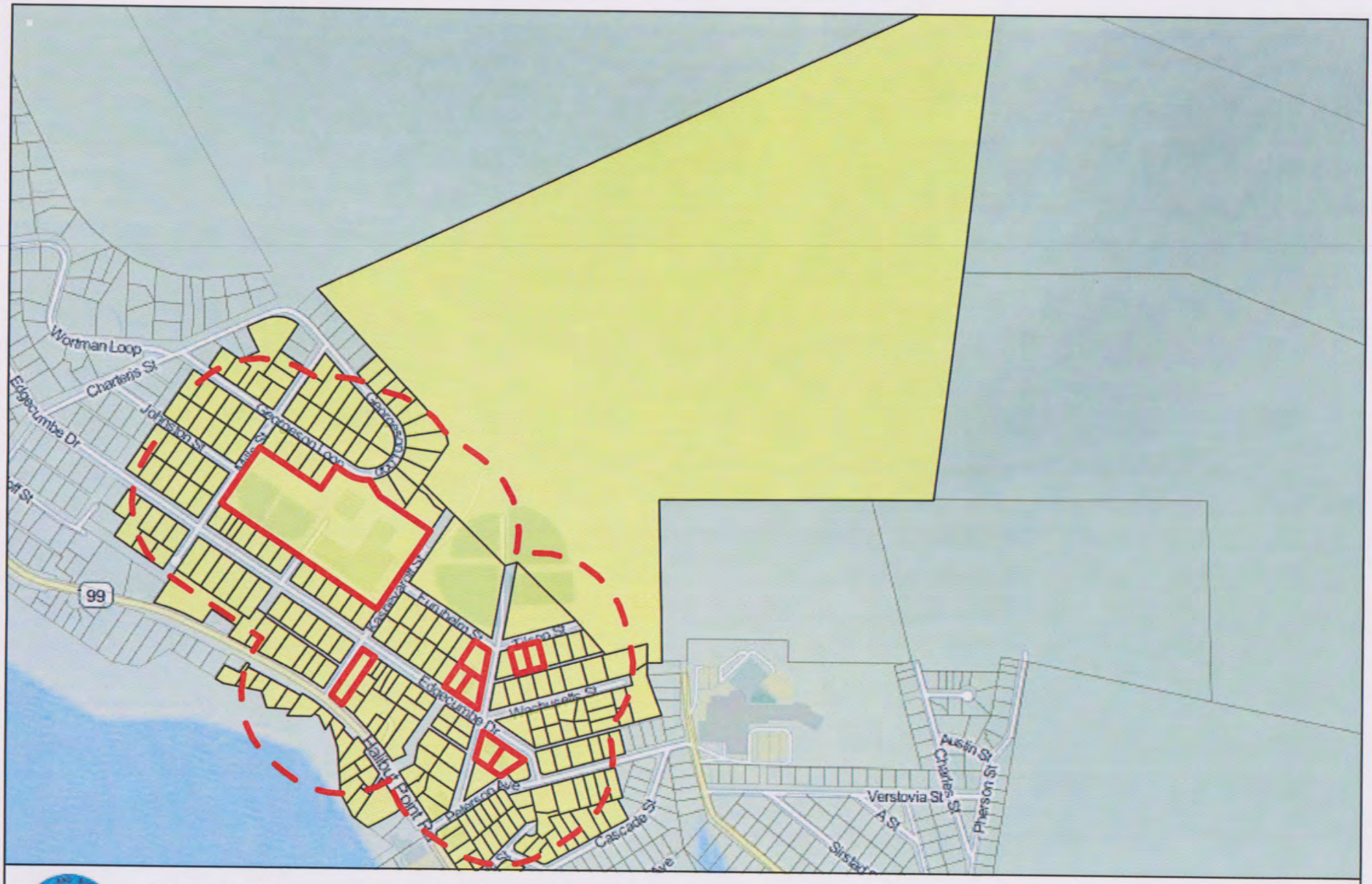
Selected Parcel: 1904 HALIBUT POINT ID: 25090000

Printed on 11/9/2015 from http://www.mainstreetmaps.com/ak/sitka/internal.asp

N

MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

Map 2A
500 Feet



City & Borough of Sitka, Alaska

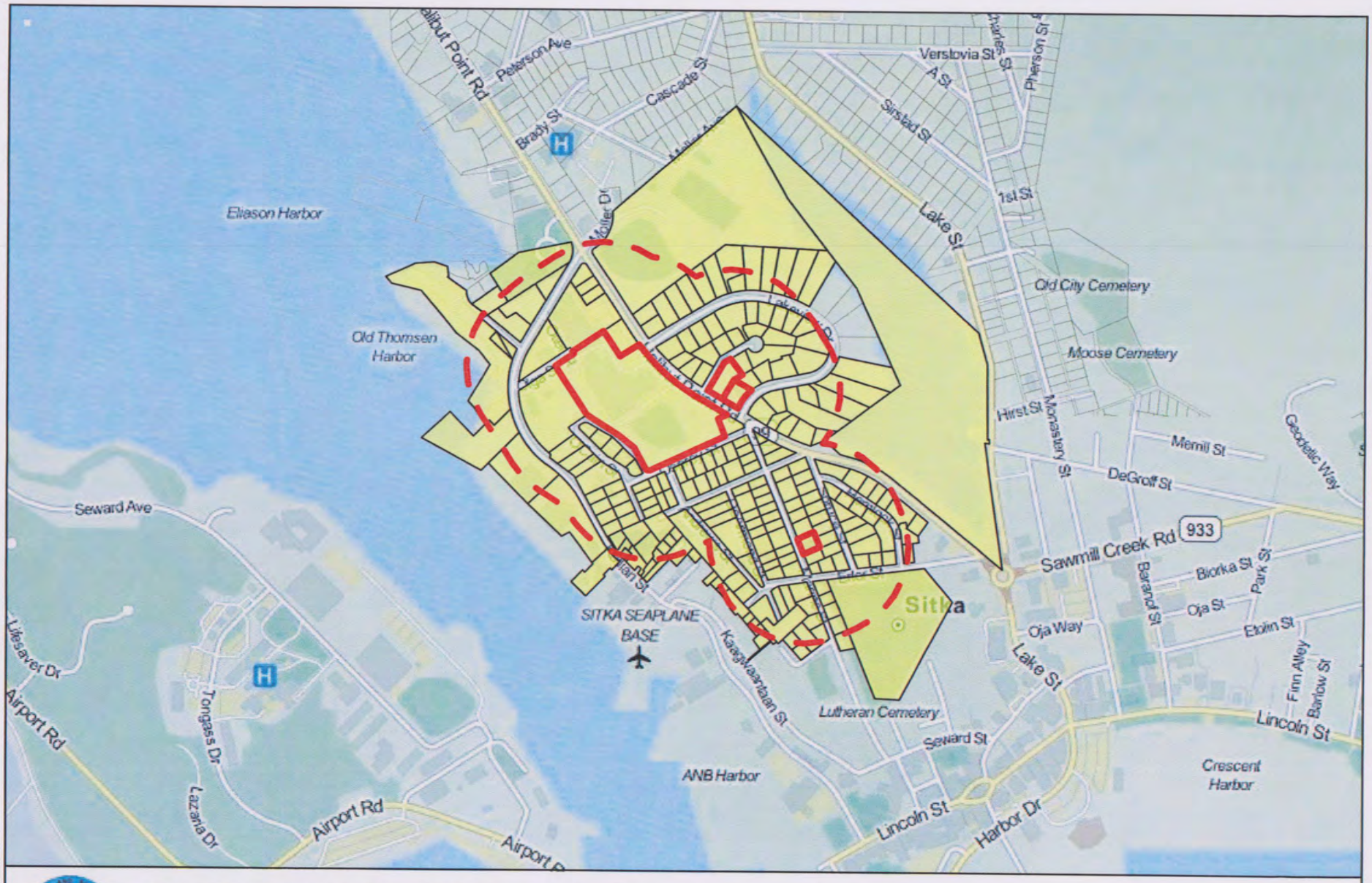
Selected Parcel: 303 KIMSHAM ID: 15926015

Printed on 11/9/2015 from http://www.mainstreetmaps.com/ak/sitka/internal.asp

N

MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

Map 2B
500 Feet



City & Borough of Sitka, Alaska

Selected Parcel: 514 HALIBUT POINT ID: 14150000

Printed on 11/9/2015 from http://www.mainstreetmaps.com/ak/sitka/internal.asp

N

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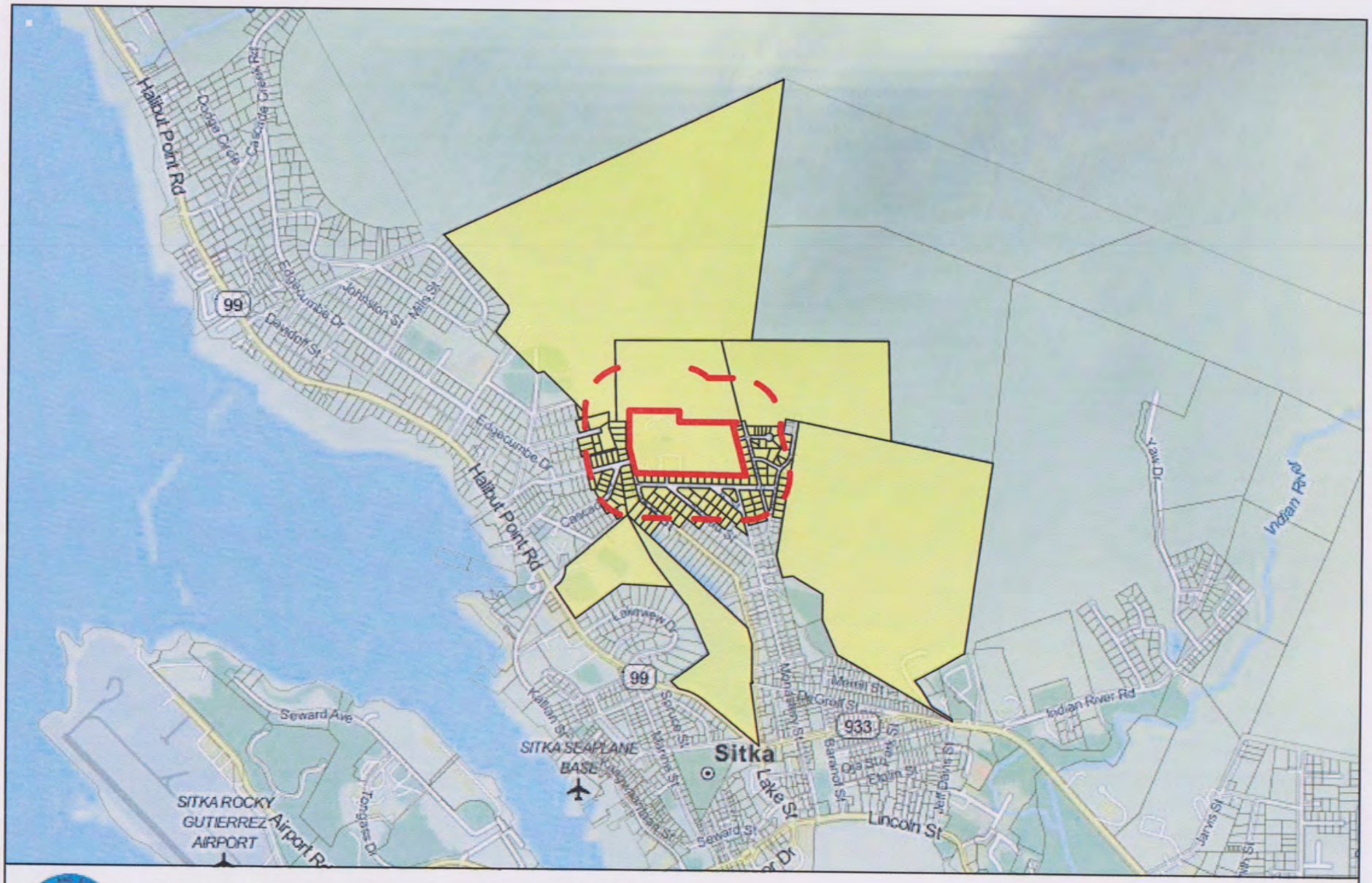
Map 2C
500 Feet



City & Borough of Sitka, Alaska

Selected Parcel: 1000 LAKE ID: 17931000

Printed on 11/9/2015 from http://www.mainstreetmaps.com/ak/sitka/internal.asp

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MainStreetGIS
MainStreetGIS, LLC
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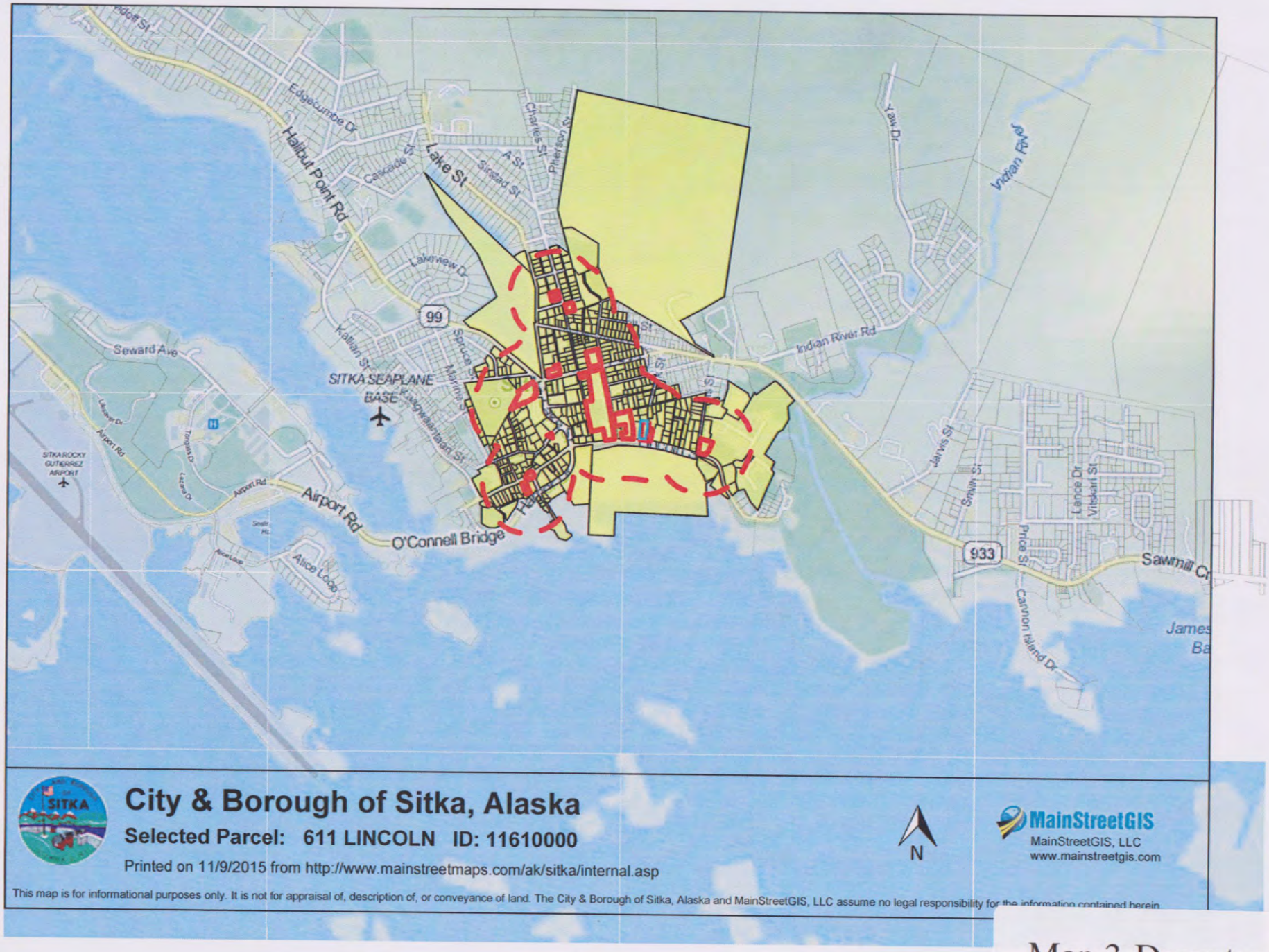
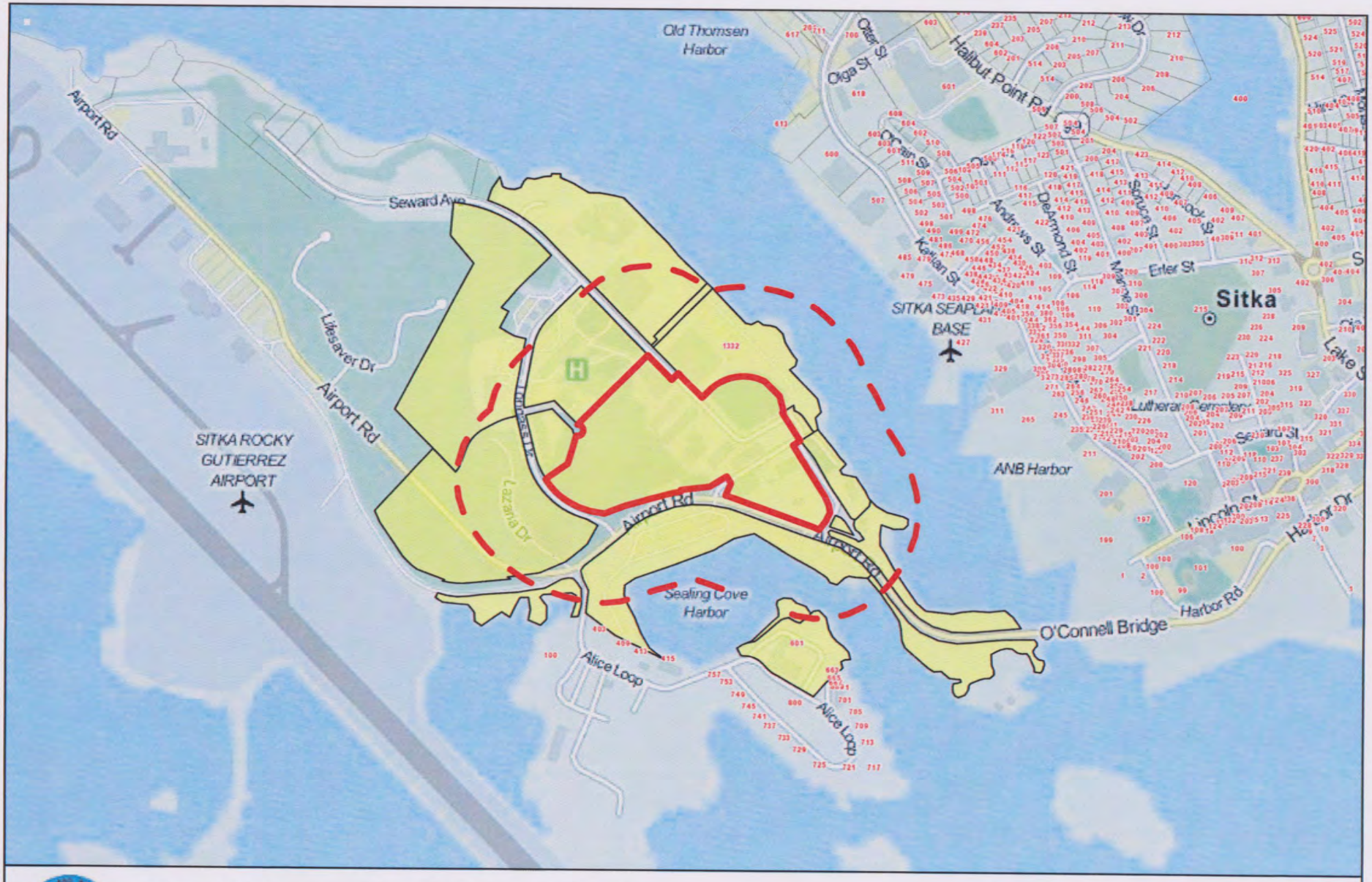
Map 2D
500 Feet



Map 3-Downtown
500 Feet

http://www.mainstreetmaps.com/ak/sitka/internal.asp



City & Borough of Sitka, Alaska

Printed on 11/9/2015 from http://www.mainstreetmaps.com/ak/sitka/internal.asp

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MainStreetGIS
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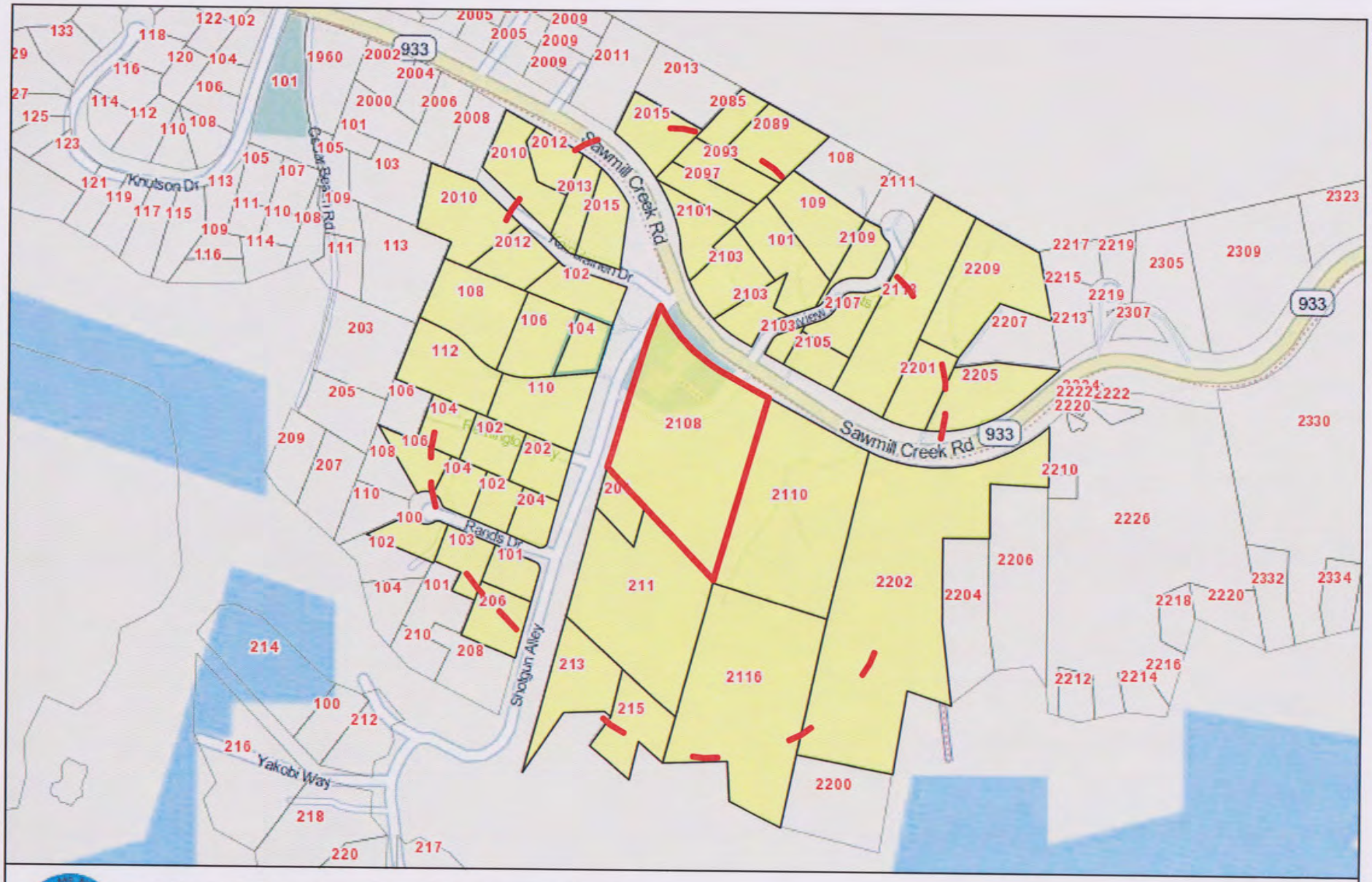
Map 4-Japonski Island
500 Feet



City & Borough of Sitka, Alaska

Selected Parcel: 104 SHOTGUN ID: 31046002

Printed on 11/9/2015 from http://www.mainstreetmaps.com/ak/sitka/internal.asp

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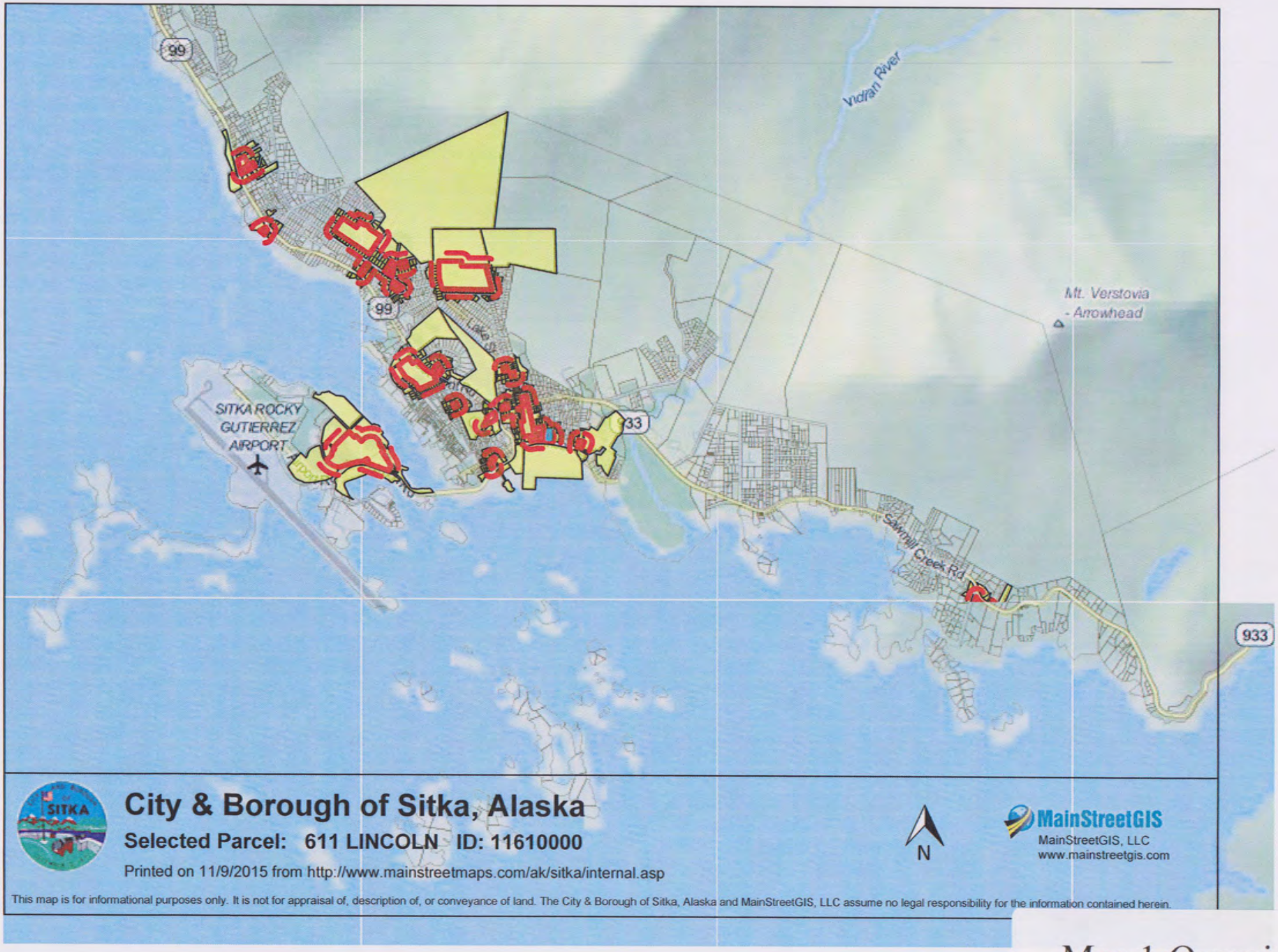
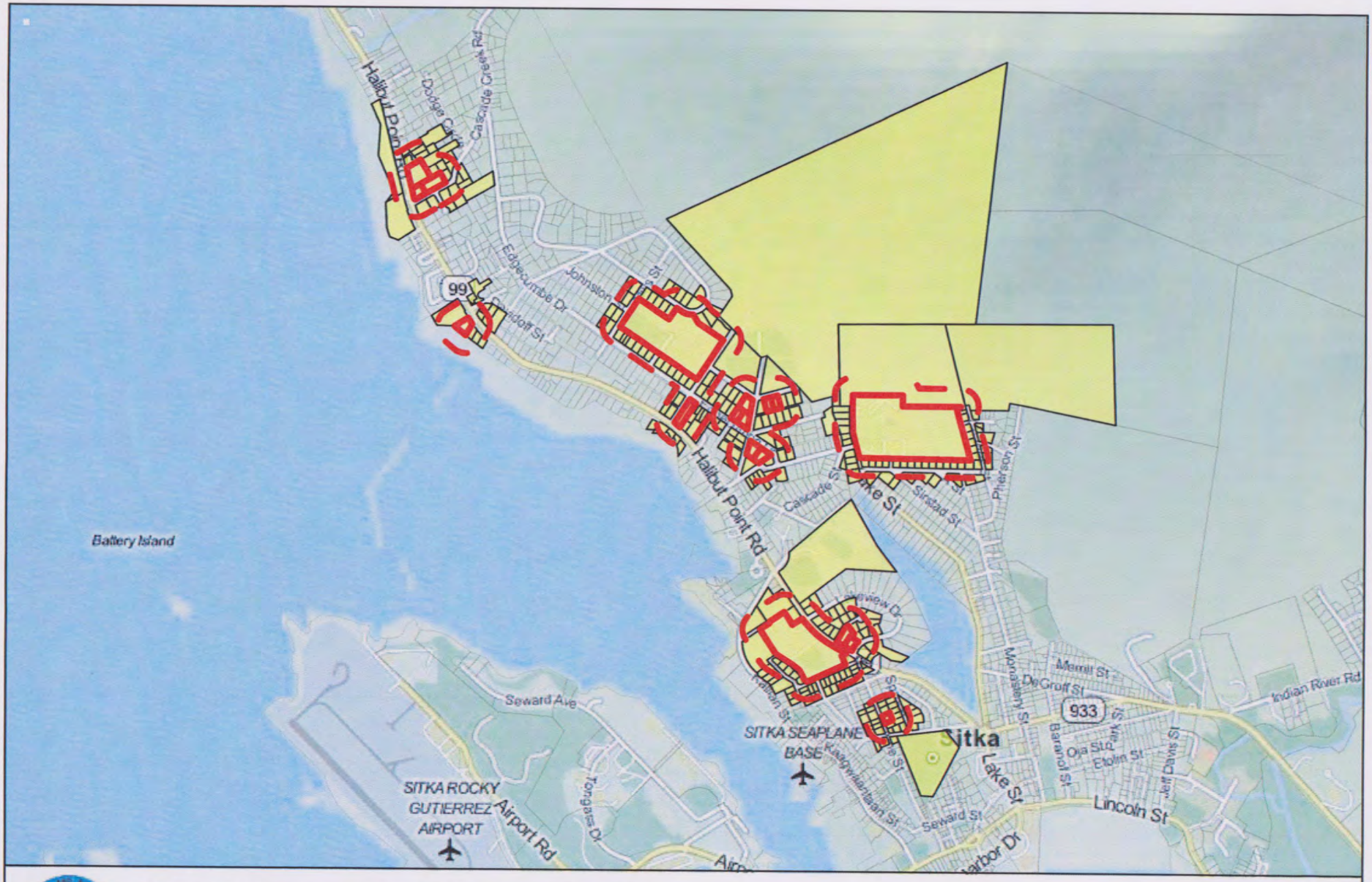
Map 5-Shotgun Alley
500 Feet



Map 1-Overview
200 Feet

http://www.mainstreetmaps.com/ak/sitka/internal.asp



City & Borough of Sitka, Alaska

Selected Parcel: 1904 HALIBUT POINT ID: 25090000

Printed on 11/9/2015 from http://www.mainstreetmaps.com/ak/sitka/internal.asp

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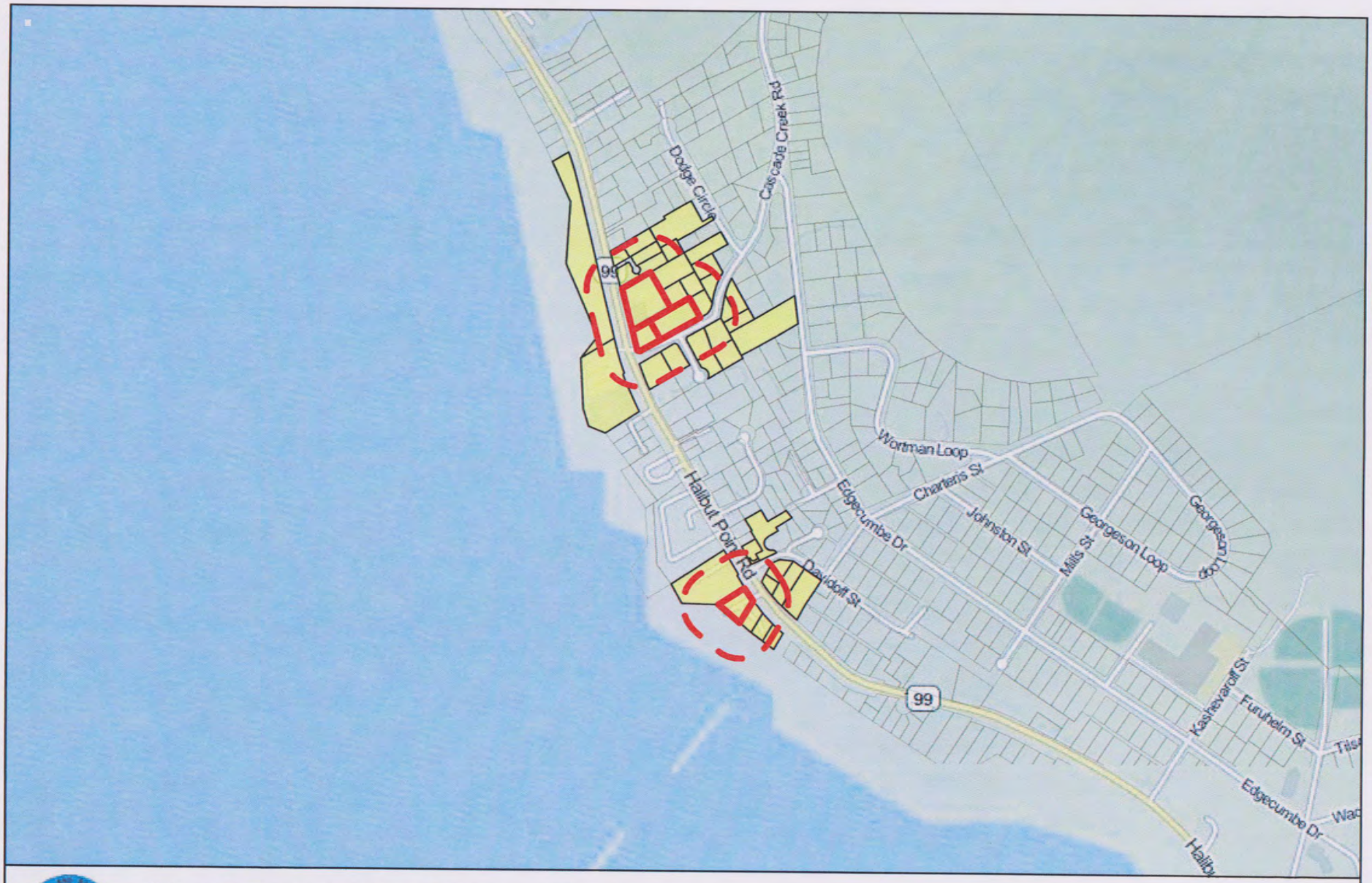
Map 2-HPR
200 Feet



City & Borough of Sitka, Alaska

Selected Parcel: 1904 HALIBUT POINT ID: 25090000

Printed on 11/9/2015 from http://www.mainstreetmaps.com/ak/sitka/internal.asp

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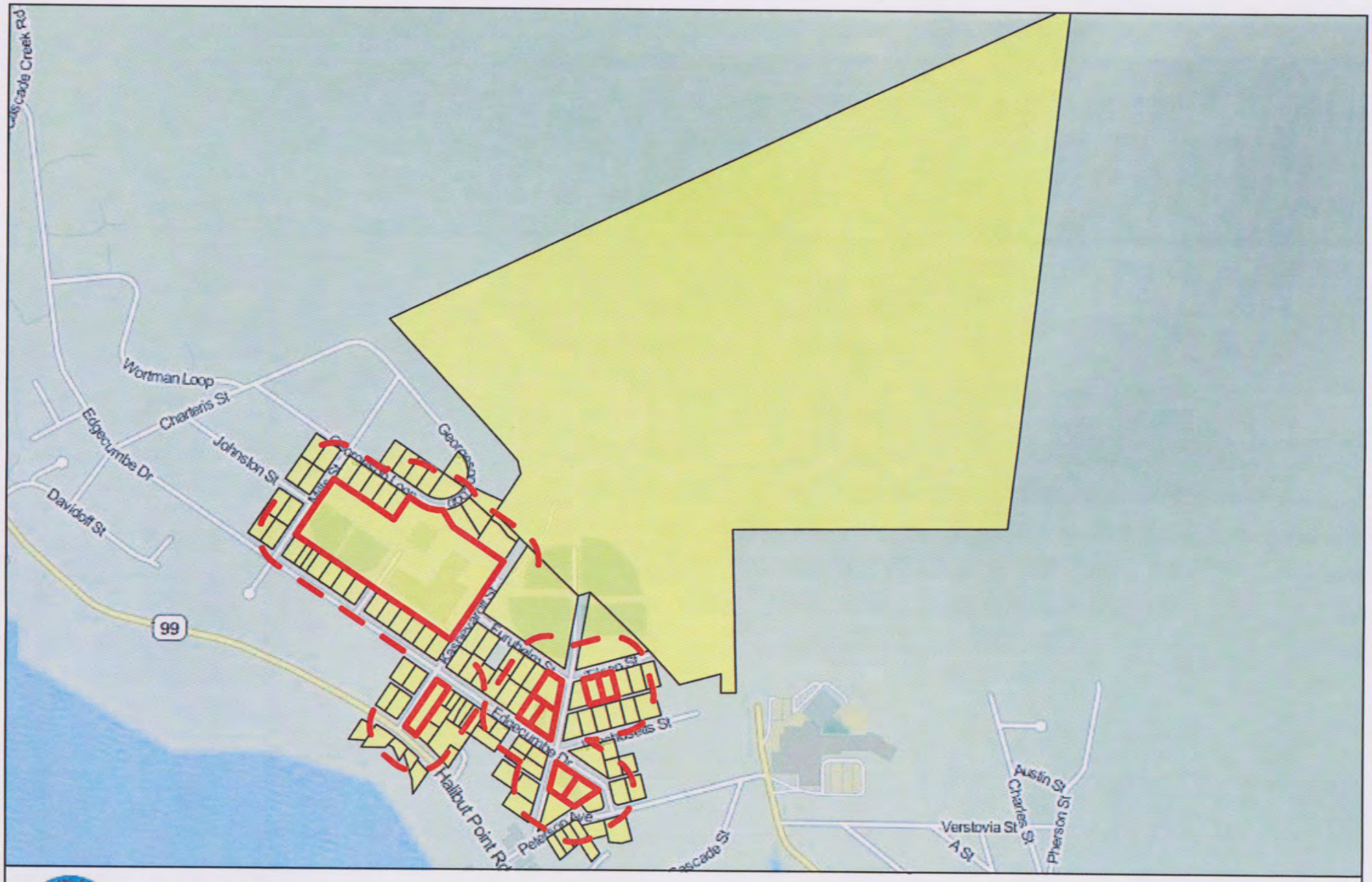
Map 2A
200 Feet



City & Borough of Sitka, Alaska

Selected Parcel: 303 KIMSHAM ID: 15926015

Printed on 11/9/2015 from http://www.mainstreetmaps.com/ak/sitka/internal.asp

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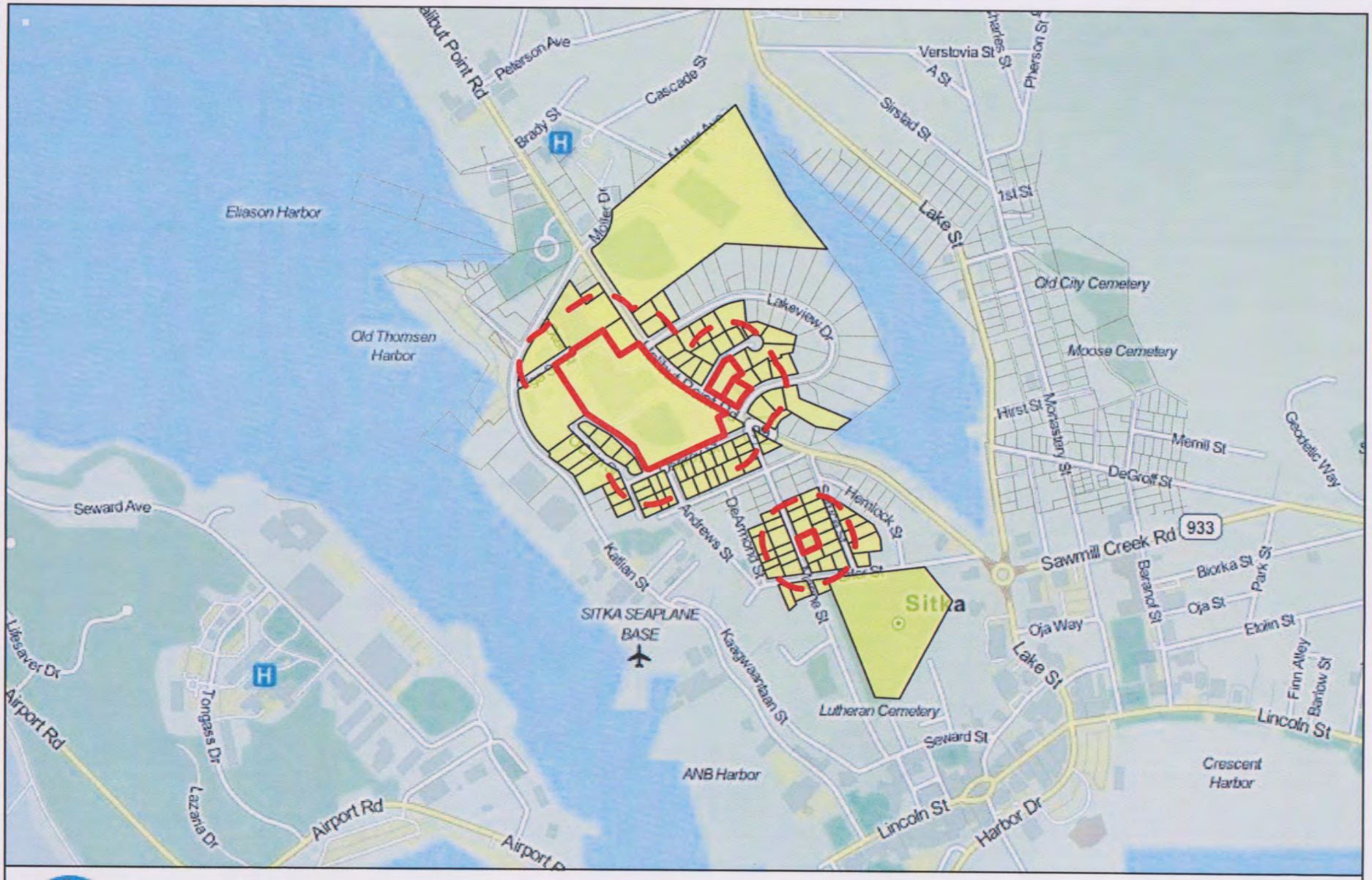
Map 2B
200 Feet



City & Borough of Sitka, Alaska

Selected Parcel: 514 HALIBUT POINT ID: 14150000

Printed on 11/9/2015 from http://www.mainstreetmaps.com/ak/sitka/internal.asp

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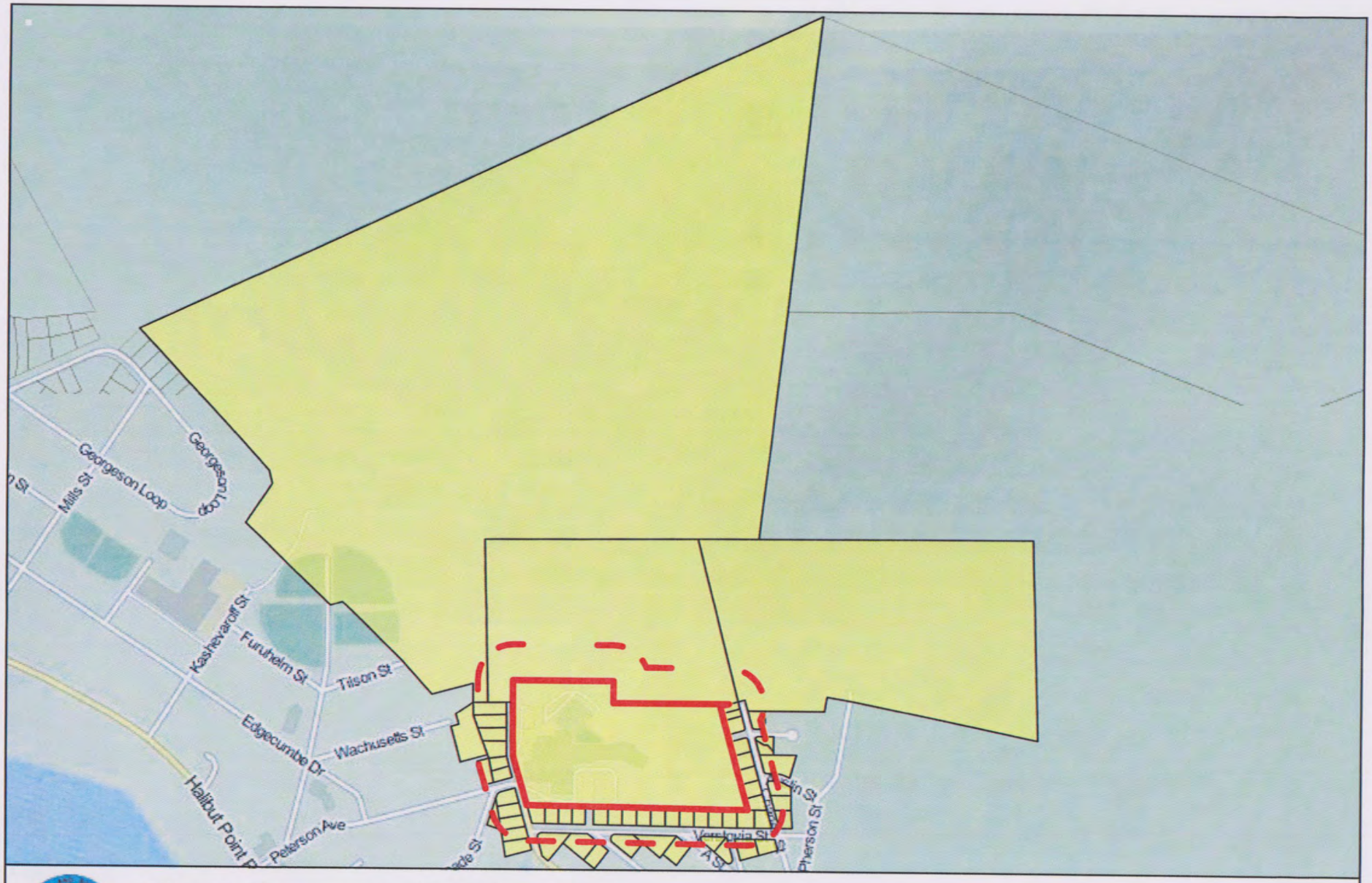
Map 2C
200 Feet



City & Borough of Sitka, Alaska

Selected Parcel: 1000 LAKE ID: 17931000

Printed on 11/9/2015 from http://www.mainstreetmaps.com/ak/sitka/internal.asp

N

MainStreetGIS
MainStreetGIS, LLC
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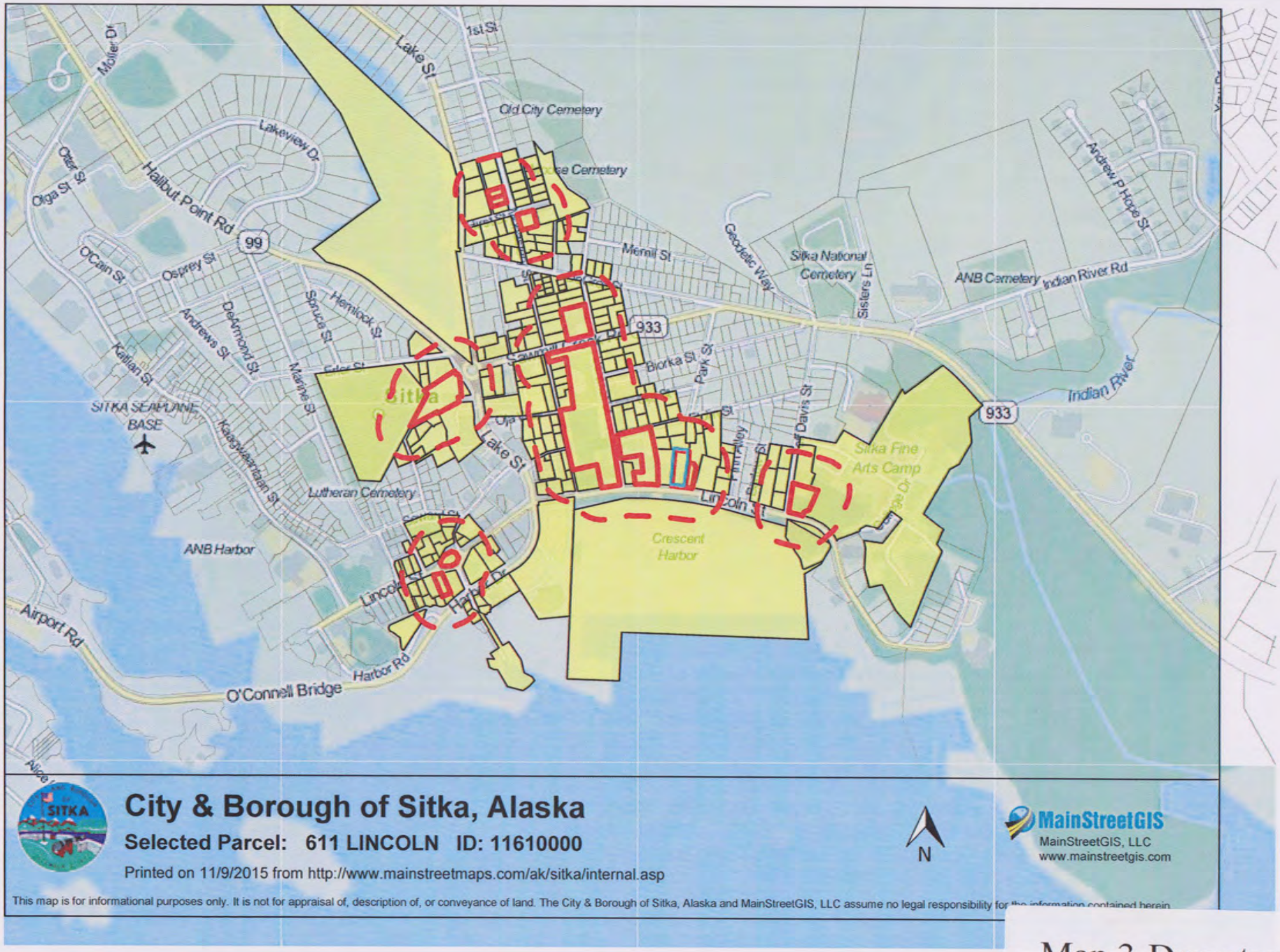
Map 2D
200 Feet



Map 3-Downtown
200 Feet

http://www.mainstreetmaps.com/ak/sitka/internal.asp

City & Borough of Sitka, Alaska

N

MainStreetGIS
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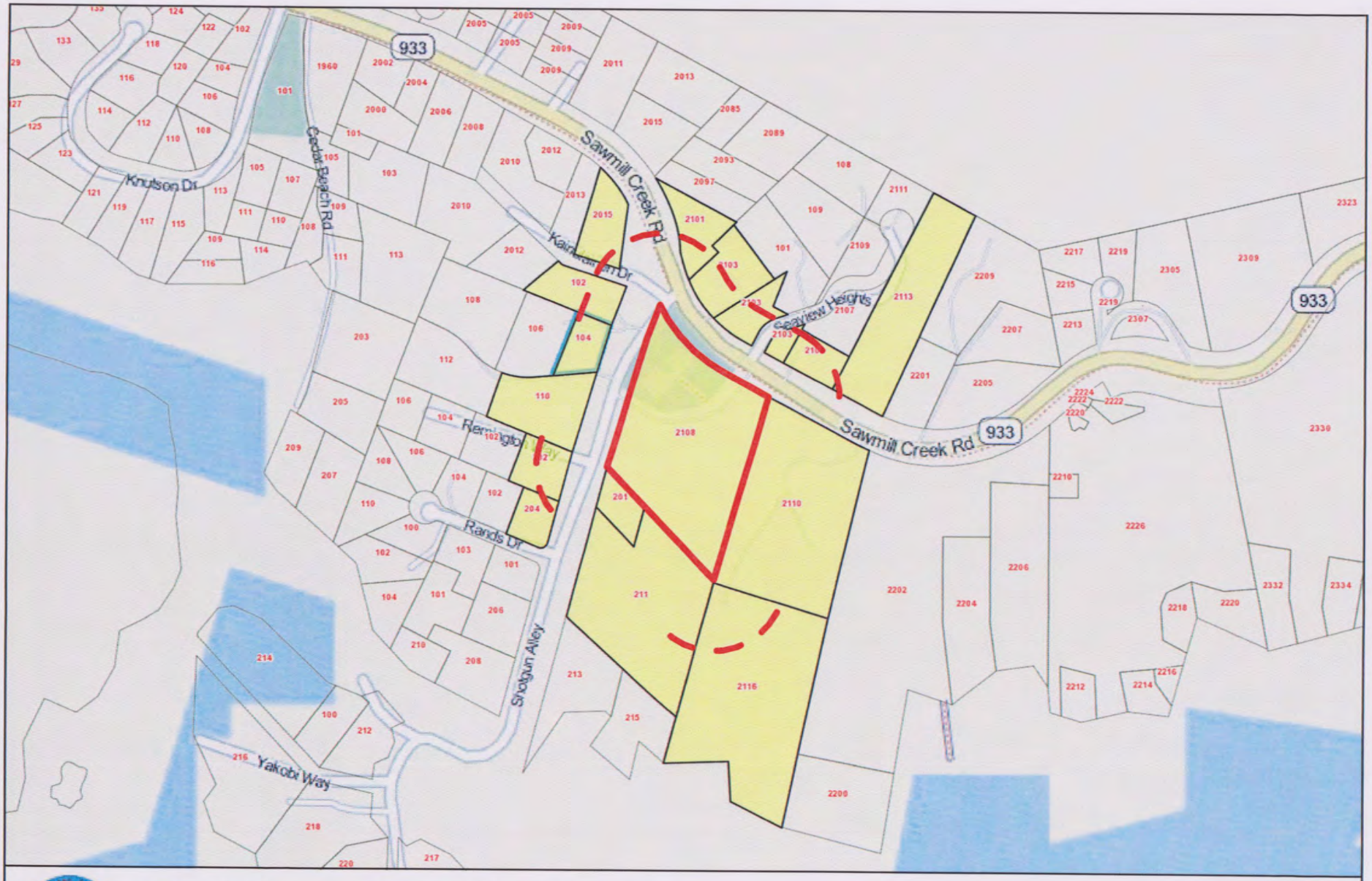
Printed on 11/9/2015 from http://www.mainstreetmaps.com/ak/sitka/internal.asp

Map 4-Japonski Island
200 Feet



City & Borough of Sitka, Alaska

Selected Parcel: 104 SHOTGUN ID: 31046002

Printed on 11/9/2015 from http://www.mainstreetmaps.com/ak/sitka/internal.asp

N

MainStreetGIS
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Map 5-Shotgun Alley
200 Feet

CITY AND BOROUGH OF SITKA

100 Lincoln Street,
Sitka, Alaska 99835

Legislation Details

File #:	16-008	Version:	1	Name:	
Type:	Item			Status:	AGENDA READY
File created:	1/6/2016			In control:	City and Borough Assembly
On agenda:	1/12/2016			Final action:	
Title:	Approve a staff facilitated, community oriented new Comprehensive Plan				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Comprehensive Plan				

Date	Ver.	Action By	Action	Result

POSSIBLE MOTION

I MOVE TO approve a staff facilitated, community oriented new Comprehensive Plan with some limitations due to funding.

Note: Maegan Bosak, Planning and Community Development Director, will give a presentation.

City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

MEMORANDUM

To: Mark Gorman, Municipal Administrator
Mayor McConnell and Members of the Assembly

From: Maegan Bosak, Planning and Community Development Director MB

Subject: Comprehensive Plan Presentation

Date: January 6, 2016

After review and discussion, as well as public input, the Planning Commission is recommending a staff facilitated, community oriented new comprehensive plan with some limitations due to funding. The motion passed unanimously at the January 5th Planning Commission meeting.

Staff gave a presentation on the comprehensive planning process, including timeline, Sitka's previous plans and what other municipalities have done. There was lengthy discussion over the pre-planning process and methods of public participation. The Commission agreed that public participation will be the most important portion of the plan and that they will spend time at future meetings discussing various methods with Staff. The scope and schedule and public participation methods will be approved by the Planning Commission, providing the opportunity for public comment, prior to the plan kick off.

Commissioners and public comment stressed that the comprehensive planning process should be staff facilitated with content derived from public comments.

Following this recommendation, the Assembly should expect to see a community driven final document that sets a generalized vision for the coming years. The plan will be primarily focused on planning and land use issues and will be limited, based on budget and time constraints, in public participation and depth. This plan option does not intend to meet all expectations associated with an extensive comprehensive planning process but rather fulfill legal requirements and create a vision geared towards promoting our vibrant, healthy, sustainable and fiscally responsible community.

The main intent of the Comprehensive Plan is to have a foundational blueprint that acts as a reference, providing guidance and continuity for policymakers in decision making.

RECOMMENDED ACTION: Pass a motion directing staff to proceed with a staff facilitated, community oriented new comprehensive plan with some limitations due to funding.

COMPREHENSIVE PLAN PRESENTATION
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT STAFF

Comprehensive Plan presentation by Planning and Community Development Department staff.

Staff presented information on the comprehensive plan process and explained three options for how to proceed: a revision of 2007 plan, an in-house limited new plan, and a more comprehensive document developed in collaboration with contractors.

COMMISSIONER DELIBERATION: Parker Song stated that the process is extremely critical to the outcome of the plan, and proposed a more community-based process. Pohlman stated that there will be a tension regardless of the process, and stated concerns for the timeline being too drawn out. Pohlman stated that the commission can access information from other community-based committees and processes. Spivey stated that voter turnout and public hearing attendance numbers are poor, and we shouldn't drag out the plan. Parker Song stated that efficiency is not necessarily the most important factor when running a community. Pohlman asked Parker Song if she had additional ideas for community engagement, beyond what staff had proposed. Bosak stated that she believes the commissioners and staff are working toward the same public participation goal, and that the role of staff is to set meeting times, gather comments, and other practical tasks. Administrator Gorman suggested that "staff facilitated" is a more appropriate term than "staff driven." Gorman stated that the community has a low tolerance for consultants, and the current financial situation should encourage the city to become more self-sufficient. Windsor stated that in addition to external expenditures, this plan will require a large amount of staff time. Hughey suggested that if setback requirements were reduced to 5 feet, much staff and commissioner time would become available. Bosak stated that the plan may result in code revisions. Bosak stated that the department's goal is to prepare and submit one chapter per month for Planning Commission approval. Bosak explained that a charrette is an interactive mapping process.

PUBLIC COMMENT:

Libby Stortz stated that the 1999 Comprehensive Plan was developed by a group of community stakeholders. She suggested the implementation of a time-limited taskforce to help with the planning process. She stated that consultants have different ideas than community members, and that the Comprehensive Plan should be reflective of the views of community members, not staff.

Carolyn Servid stated that a plan was developed in 1994-1995 by a community-driven process. She said the city did not adopt this plan, opting instead to bring in consultants Murray Walsh to develop a new plan. She stated that she believes citizen time and effort has not been valued. Servid stated that climate and fiscal concerns should be addressed by the plan.

Scott Saline stated that he was involved in a previous planning process. He stated that the city should not make the same mistakes made in previous plans. He stated that previous plans and municipal code have created barriers to economic development, competition, and affordability. He pointed to concerns about float houses and parking. Saline thanked Parker Song for her letter to the editor.

Dorik Mechau stated that the plan should encourage collaboration instead of competition.

> **MOTION: M/S POHLMAN/HUGHEY** moved to recommend a staff facilitated, community oriented new comprehensive plan with some limitations due to funding.
>
> **ACTION:** Motion **PASSED unanimously 5-0** on a voice vote.

CITY AND BOROUGH OF SITKA

100 Lincoln Street,
Sitka, Alaska 99835

Legislation Details

File #:	16-005	Version:	1	Name:	
Type:	Item			Status:	AGENDA READY
File created:	1/6/2016			In control:	City and Borough Assembly
On agenda:	1/12/2016			Final action:	
Title:	Approve sending the Mayor to the Seatrade Cruise Global event in March to promote Sitka to the cruise industry				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Seatrade Cruise Global				

Date	Ver.	Action By	Action	Result

POSSIBLE MOTION

I MOVE TO approve sending the Mayor to the Seatrade Cruise Global event in March to promote Sitka to the cruise industry.

Note: Travel costs are anticipated to be approximately $4,000 and will be expensed from the Visitor Activities Enhancement Fund. One of the intended uses of the Fund is to fund visitor enhancement related travel such as this. Sufficient aggregate appropriations exist in the Visitor Enhancement Fund to pay for the proposed travel in addition to Convention and Visitors Bureau contractual costs. In a future supplemental budget ordinance, Administration will transfer the cost of travel between appropriations in the Visitor Activities Enhancement Fund.

Seatrade Cruise Global

(/)

14-17 March, 2016

Fort Lauderdale Broward County Convention Center
Fort Lauderdale, FL, USA

Register

(https://www.compusystems.com/servlet/ar?evt_uid=307)

Connecting the Global Cruise Industry

≡ **MENU**

Why Attend

For more than 30 years, Seatrade Cruise Global has been the cruise industry's premier global event, bringing together buyers and suppliers for a week of networking, sourcing, innovation and education.

Our 2016 program promises to be an exciting, new event offering guests 360 degrees of groundbreaking content throughout the show including:

- Critical, forward-thinking education sessions offering robust information on the latest issues and trends
- More innovative new suppliers than ever before, providing more opportunities to develop supplier relationships
- A new venue and show floor layout with highlighted supplier sections based on key industry trends

3-Day Supplier filled Tradeshow = Infinite Opportunities for Knowledge & Networking

Attendees will experience unparalleled educational opportunities with inspiring keynotes, thought-provoking educational conferences and a comprehensive exhibition floor filled with new and innovative products and services.

Important Visitor Information

Please note: Monday is for conference attendees only and trade show only visitors cannot enter. Register to visit the trade show floor on Tuesday, Wednesday or Thursday.

Due to insurance liability, no one under the age of 16 will be admitted--no exceptions

Seatrade Cruise Global is a trade-only event. Registration includes a show directory and a visitor badge that will permit access to the trade show floor during three days of the event.

Monday 14 March 2016

10:00 am - 11:30 am

Shorex and the Rise of Voluntourism
Shorex
more details

1:00 pm - 2:30 pm

Seasonality and Its Impact on Deployment
Seasonality
more details

Tuesday 15 March 2016

9:30 am - 11:30 am

State of the Global Cruise Industry
Keynote
more details

3:00 pm - 4:30 pm

Global Ports & Terminals
Port Infrastructure
more details

The State of the Cruise Industry: Upscale Cruising
Luxury
more details

2:00 pm - 2:50 pm

Cybercrime on the High Seas: How Cyber Attacks Occur and What You Can Do About Them
Cybercrime

more details

Wednesday 16 March 2016

9:30 am - 11:00 am

The State of the Cruise Industry: Americas

Americas

more details

The State of the Cruise Industry: Europe

Europe

more details

12:30 pm - 1:20 pm

Current Issues in Regulations: What you Need to Know for 2016

Regulations

more details

3:00 pm - 4:30 pm

The State of the Cruise Industry: Caribbean & Cuba

Caribbean & Cuba

more details

The State of the Cruise Industry: Asia/Australasia

Asia & Australia

more details

1:40 pm - 2:50 pm

Fuel for Thought: The Viability of LNG

LNG

more details

Thursday 17 March 2016

9:30 am - 11:00 am

Where To and Why? Factors Influencing Deployment and Itinerary Strategies

Itinerary

more details

Trends and Challenges in Marketing, Sales & Distribution

Sales & Marketing

more details

12:30 pm - 1:30 pm

Generation Z: The Next Big Disruptor

Generation Z

more details

Register Now

(https://www.compusystems.com/servlet/ar?evt_uid=307)

Upcoming Events

Cruise
(http://www.seatradecruiseglobal.com)

Fort Lauderdale, FL USA

14-17 March 2016

Cruise
(http://www.seatradecruiseevents.com/asia/)

Busan, Korea

12-14 May 2016

Cruise
(http://www.seatradecruiseevents.com/med/)

Tenerife, Canary Islands, Spain

21-23 September 2016