



CITY AND BOROUGH OF SITKA

Meeting Agenda

Planning Commission

Chris Spivey, Chair
Darrell Windsor, Vice Chair
Debra Pohlman
Randy Hughey
Richard Parmelee

Tuesday, January 17, 2017

7:00 PM

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

II. CONSIDERATION OF THE AGENDA

III. CONSIDERATION OF THE MINUTES

- A [PM-16](#) Approval of the December 20, 2016 meeting minutes.

Attachments: [December 20 2016 draft](#)

- B [PM-17](#) Approval of the January 3, 2016 meeting minutes.

Attachments: [1.3.17 draft](#)

IV. REPORTS

- C [16-00](#) Planning Regulations and Procedures.

Attachments: [Planning Regulations and Procedures](#)

- D [CUP 15-22](#) Annual report for a conditional use permit granted to Roberta Littlefield for a kennel at 4102 Halibut Point Road. No action required.

Attachments: [Update for December 2016](#)

- E [CUP 16-02](#) Annual report for a conditional use permit for a short-term rental granted to William Hutton at 1232 Georgeson Loop. No action required.

Attachments: [Report December 2016](#)

V. THE EVENING BUSINESS

- F [MISC 17-02](#) Election of officers for 2017.

Attachments: [Appoint Officers 2017](#)

- G** [CUP 16-03](#) Annual review of a conditional use permit granted to Karen Lucas for a non-motorized food cart at 242 Katlian Avenue. The property is also known as Lot 21 Block 1 Sitka Indian Village, US Survey 2542. The owner of record is Karen Lucas.
Attachments: [Lucas Review 1.17.17](#)
- H** [P 16- 15](#) Public hearing and consideration of a preliminary plat of a major subdivision of 800 Alice Loop to result in 11 lots. The property is also known as Lot 16 Ethel Staton Subdivision. The request is filed by Shee Atika, Inc. The owner of record is Shee Atika Holdings Alice Island, LLC.
Attachments: [Alice Loop Major Prelim 1.17.17](#)
- I** [VAR 16-23](#) Public hearing and consideration of a variance request for 220 Lakeview Drive. The variance is for the reduction in the side setback from 8 feet to 3 feet for the construction of a shed. The property is also known as Lot 2 Lakeview Glen Subdivision. The request is filed by Randy Hughey. The owners of record are Randy and Carol Hughey.
Attachments: [Hughey 1.17.17](#)
[Hughey mailing 1.6.17](#)
- J** [VAR 16-25](#) Public hearing and consideration of a variance request for 205 Crabapple Drive. The request is for the reduction of the front setback from 20 feet to 16 feet, and the reduction of the side setback from 8 feet to 6 feet for the expansion of a house. The property is also known as Lot 23 Lakeview Heights Subdivision. The request is filed by Aaron and Emily Routon. The owners of record are Aaron and Emily Routon.
Attachments: [Routon 1.17.17](#)
- K** [VAR 16-26](#) Public hearing and consideration of a variance request for 312 Eliason Loop. The request is for the reduction in the front setback from 20 feet to 12 feet for the construction of an accessory dwelling unit. The property is also known as Lot 2 Block 6 Hillside Subdivision. The request is filed by Mike and Taylor Vieira. The owners of record are Mike and Taylor Vieira.
Attachments: [Vieira variance 1.17.17](#)
- L** [CUP 16-39](#) Public hearing and consideration of a conditional use permit request for 312 Eliason Loop. The request is for the construction of an accessory dwelling unit requiring a variance. The property is also known as Lot 2 Block 6 Hillside Subdivision. The request is filed by Mike and Taylor Vieira. The owners of record are Mike and Taylor Vieira.
Attachments: [Vieira CUP 1.17.17](#)
- M** [MISC 17-04](#) Discussion and direction of the land use, housing, and economic sections of the Comprehensive Plan. Commissioners to share top priorities from each category.

VI. PLANNING DIRECTOR'S REPORT**VII. PUBLIC BUSINESS FROM THE FLOOR****VIII. ADJOURNMENT**

NOTE: More information on these agenda items can be found at <https://sitka.legistar.com/Calendar.aspx> or by contacting the Planning Office at 100 Lincoln Street. Individuals having concerns or comments on any item are encouraged to provide written comments to the Planning Office or make comments at the Planning Commission meeting. Written comments may be dropped off at the Planning Office in City Hall, emailed to planning@cityofsitka.org, or faxed to (907) 747-6138. Those with questions may call (907) 747-1814.

Publish: January 9 and 11



CITY AND BOROUGH OF SITKA

Legislation Details

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Title: Approval of the December 20, 2016 meeting minutes.
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Indexes:
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Attachments: [December 20 2016 draft](#)

Date	Ver.	Action By	Action	Result
1/3/2017	1	Planning Commission		



CITY AND BOROUGH OF SITKA

Minutes - Draft

Planning Commission

Chris Spivey, Chair
Darrell Windsor, Vice Chair
Debra Pohlman
Randy Hughey
Richard Parmelee

Tuesday, December 20, 2016

7:00 PM

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

Vice-Chair Windsor called the meeting to order at 7:05 PM.

Present: Windsor, Pohlman, Parmelee
Absent (excused): Spivey, Hughey

II. CONSIDERATION OF THE AGENDA

Pohlman/Parmelee moved to POSTPONE item D until the applicant can be present.

Motion PASSED 3-0.

III. CONSIDERATION OF THE MINUTES

A Approval of the November 16, 2016 meeting minutes.

No action taken.

IV. REPORTS

B Planning Regulations and Procedures.

V. THE EVENING BUSINESS

C Public hearing and consideration of a variance request for 503 Shennet Street. The request is for the reduction of the front setback from 20 feet to 5 feet and substandard parking for the construction of a house. The property is also known as Lot 3 Block A Sirstad Addition No. 2. The request is filed by Justin Olbrych. The owner of record is Jonathan Kreiss-Tomkins.

Pierson explained the request. The owner seeks a reduction of the front setback to 5 feet for a new house and to provide no on-site parking. The property is wetlands. The owner proposes to park on an undeveloped portion of Shennet Street. Public Works is willing to grant an encroachment permit, but

it would be revokable. Bosak clarified that this request is for a single-family home, not an accessory dwelling unit. Staff recommend approval.

Justin Olbrych explained the request. Olbrych stated that the neighbors are in support, and one of the neighbors will allow him to tie into their utilities. Pohlman clarified that the neighbors who are currently parking on the street are in support, and Olbrych stated yes. Olbrych stated that the Army Corps of Engineers permit has been granted. Scarcelli asked if the owner is aware that parking would be required on-site if the encroachment permit is revoked, and Olbrych stated yes.

Parmelee states that it is straight-forward.

Pohlman/Parmelee moved to APPROVE the required findings for major structures or expansions as discussed in the staff report.

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, that the lot is currently an undeveloped wetland environment;
- 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 economically develop a residential structure while protecting the wetland environment;
- 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, that the structure as proposed would limit adverse impacts to the natural environment; and
- d) That the granting of such will not adversely affect the Comprehensive Plan: specifically, Section 2.2.4 which states, "Minimize impacts on diversity and integrity of the ecosystem," by allowing flexibility in development standards to reduce effects on wetlands.

Motion PASSED 3-0.

Pohlman/Parmelee moved to APPROVE the variance request at 503 Shennet Street. The request is for the reduction in the front setback from 20 feet to 5 feet and substandard parking for the construction of a house to the attached conditions of approval. The property is also known as Lot 3 Block A Sirstad Addition No. 2. The request is filed by Justin Olbrych. The owner of record is Jonathan Kreiss-Tomkins.

a. Conditions of Approval:

- i. All United States Army Corp of Engineer permits are secured and followed.
- ii. Use of the Right of Way for on-street parking is approved by a valid encroachment permit by the City and Borough of Sitka's Public Works Department or the property and use come into immediate compliance with off-street parking requirements.
- iii. Applicant will provide a floor plan for staff approval.

Motion PASSED 3-0.

D

Public hearing and consideration of a variance request for 220 Lakeview

Drive. The variance is for the reduction in the side setback from 8 feet to 3 feet for the construction of a shed. The property is also known as Lot 2 Lakeview Glen Subdivision. The request is filed by Randy Hughey. The owners of record are Randy and Carol Hughey.

Item **PULLED** by the applicant.

E

Public hearing and consideration of a conditional use permit application for a short-term rental at 227 Lakeview Drive. The property is also known as Lot 12 Lakeview Heights Subdivision. The request is filed by Julie Beall. The owner of record is Julie Beall.

Pierson explained the request. The applicant seeks to rent out 1 unit of a duplex. Sufficient parking is provided, and it accesses directly from Lakeview Drive. Conditional use permits are to be granted unless they can be found to be detrimental. Staff recommend approval.

Julie Beall stated that she read her neighbor's comments. Beall stated that her family is supported by a single income, and a rental would be helpful to supplement that. Beall stated that she plans to target traveling medical professionals and parents traveling for sporting events. Beall stated that she lives on-site so she can keep track of the rental. Beall stated that Welcome Home Rentals would manage the rental. Parmelee clarified that Beall has 3 driveways, and she stated that it is correct. Beall stated that she has a separate freezer for trash. Beall stated that she is only aware of one neighbor in opposition to the rental.

Parmelee stated that he doesn't believe it will make a difference with traffic if it's a short-term rental or a long-term rental. Windsor believes it's a step above a duplex since the owner lives in one of the units.

Pohlman/Parmelee moved to APPROVE the required findings for conditional use permits as discussed in the staff report.

Required Findings for Conditional Use Permits. The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:

- 1. The city may use design standards and other elements in this code to modify the proposal. A conditional use permit may be approved only if all of the following findings can be made regarding the proposal and are supported by the record that the granting of the proposed conditional use permit will not:**
 - a. Be detrimental to the public health, safety, and general welfare;**
 - b. Adversely affect the established character of the surrounding vicinity; nor**
 - c. Be injurious to the uses, property, or improvements adjacent to, and in the vicinity of, the site upon which the proposed use is to be located.**
- 2. The granting of the proposed conditional use permit is consistent and compatible with the intent of the goals, objectives, and policies of the comprehensive plan and any implementing regulation.**
- 3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.**
- 4. The proposed use will not introduce hazardous conditions at the site that cannot be mitigated to protect adjacent properties, the vicinity, and the public health, safety, and welfare of the community from such hazard.**
- 5. The conditional use will be supported by, and not adversely affect, adequate public facilities and services; or that conditions can be imposed to**

lessen any adverse impacts on such facilities and services.

6. **Burden of Proof.** The applicant has the burden of proving that the proposed conditional use meets all of the criteria in subsection B of this section.

The city may approve, approve with conditions, modify, modify with conditions, or deny the conditional use permit. The city may reduce or modify bulk requirements, off-street parking requirements, and use design standards to lessen impacts, as a condition of the granting of the conditional use permit. In considering the granting of a conditional use, the assembly and planning commission shall satisfy themselves that the general criteria set forth for uses specified in this chapter will be met. The city may consider any or all criteria listed and may base conditions or safeguards upon them. The assembly and planning commission may require the applicant to submit whatever reasonable evidence may be needed to protect the public interest. The general approval criteria are as follows:

1. Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;
2. Utilities and service requirements of the proposed use, including sewers, storm drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public utilities in establishing conditions under which the conditional use may be permitted;
3. Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;
4. Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements;
5. Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts.

Conclusion on Findings: The required findings of fact have been met as the conditional use as conditioned would not be detrimental to the public's health, safety, or welfare; that the conditions of approval have satisfactorily mitigated any potential harm or impact to the surrounding land uses and properties through the conditions of approval, by meeting all applicable SGC regulations, and by being in support of the Comprehensive Plan regarding transient housing supply.

Motion PASSED 3-0.

Pohlman/Parmelee moved to **APPROVE** the conditional use permit application for a short term at 227 Lakeview Drive, in the R 1 single family and duplex residential district subject to the attached conditions of approval. The property is also known as Lot 12 Lakeview Heights Subdivision. The request is filed by Julie Beall. The owner of record is Julie Beall.

Conditions of Approval:

1. Contingent upon a completed satisfactory life safety inspection.

2. The facility shall be operated consistent with the application and plans that were submitted with the request.
3. The facility shall be operated in accordance with the narrative that was submitted with the application.
4. The applicant shall submit an annual report every year, covering the information on the form prepared by the Municipality, summarizing the number of nights the facility has been rented over the twelve month period starting with the date the facility has begun operation. The report is due within thirty days following the end of the reporting period.
5. The Planning Commission, at its discretion, may schedule a public hearing at any time for the purpose of resolving issues with the request and mitigating adverse impacts on nearby properties.
6. Failure to comply with all applicable tax laws, including but not limited to remittance of all sales and bed tax, shall be grounds for revocation of the conditional use permit.
7. Failure to comply with any of the above conditions may result in revocation of the conditional use permit.
8. The property owner shall register for a sales account prior to the Conditional Use Permit becoming valid.
9. Owners shall provide renters with a brief rental overview including respecting the residential neighborhood and regarding directions and traffic circulation patterns to mitigate any potential traffic impacts.

Motion PASSED 3-0.

F

Public hearing and consideration of a conditional use permit request for a short-term rental at 714 Pherson Street. The property is also known as Lot 12 Block 1 Amended Plat of Sirstad Addition No. 2. The request is filed by Ashley McNamee. The owners of record are Shawn Marie Buckroyd and Leana Jean Buckroyd Youle.

Pierson explained the request. The applicant seeks to operate a short-term rental out of the second story of a duplex. The first story would be long-term inhabited. The property was previously used as an illegal lodge, then the operator passed away. A short-term rental is less intensive of a use than a lodge. There is sufficient parking. Staff recommend approval.

Parmelee stated that he knows the applicant, but the commission allowed him to participate.

Ashley McNamee stated that she wants to get this squared away as the previous owner attempted to before he passed away.

Parmelee stated that he believes there are other short-term rentals in the area. Parmelee stated that it's better than a lodge. Parmelee stated that the area is spread out with lots of parking.

Pohlman/Parmelee moved to **APPROVE** the required findings for conditional use permits as discussed in the staff report.

Required Findings for Conditional Use Permits. The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:

1. The city may use design standards and other elements in this code to modify the proposal. A conditional use permit may be approved only if all of

the following findings can be made regarding the proposal and are supported by the record that the granting of the proposed conditional use permit will not:

- a. Be detrimental to the public health, safety, and general welfare;
 - b. Adversely affect the established character of the surrounding vicinity; nor
 - c. Be injurious to the uses, property, or improvements adjacent to, and in the vicinity of, the site upon which the proposed use is to be located.
2. The granting of the proposed conditional use permit is consistent and compatible with the intent of the goals, objectives, and policies of the comprehensive plan and any implementing regulation.
 3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.
 4. The proposed use will not introduce hazardous conditions at the site that cannot be mitigated to protect adjacent properties, the vicinity, and the public health, safety, and welfare of the community from such hazard.
 5. The conditional use will be supported by, and not adversely affect, adequate public facilities and services; or that conditions can be imposed to lessen any adverse impacts on such facilities and services.
 6. Burden of Proof. The applicant has the burden of proving that the proposed conditional use meets all of the criteria in subsection B of this section.

The city may approve, approve with conditions, modify, modify with conditions, or deny the conditional use permit. The city may reduce or modify bulk requirements, off-street parking requirements, and use design standards to lessen impacts, as a condition of the granting of the conditional use permit. In considering the granting of a conditional use, the assembly and planning commission shall satisfy themselves that the general criteria set forth for uses specified in this chapter will be met. The city may consider any or all criteria listed and may base conditions or safeguards upon them. The assembly and planning commission may require the applicant to submit whatever reasonable evidence may be needed to protect the public interest. The general approval criteria are as follows:

1. Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;
2. Utilities and service requirements of the proposed use, including sewers, storm drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public utilities in establishing conditions under which the conditional use may be permitted;
3. Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;
4. Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements;
5. Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts.

Conclusion on Findings: The required findings of fact have been met as the conditional use as conditioned would not be detrimental to the public's health,

safety, or welfare; that the conditions of approval have satisfactorily mitigated any potential harm or impact to the surrounding land uses and properties through the conditions of approval, by meeting all applicable SGC regulations, and by being in support of the Comprehensive Plan regarding transient housing supply.

Motion PASSED 3-0.

Pohlman/Parmelee moved to **APPROVE** the conditional use permit application for a short term rental at 714 Pherson Street subject to the attached conditions of approval. The property is also known as Lot 12 Block 1 Amended Plat of Sirstad Addition No. 2. The request is filed by Ashley McNamee. The owners of record are Shawn Marie Buckroyd and Leana Jean Buckroyd Youle.

Conditions of Approval:

1. Contingent upon a completed satisfactory life safety inspection.
2. The facility shall be operated consistent with the application and plans that were submitted with the request.
3. The facility shall be operated in accordance with the narrative that was submitted with the application.
4. The applicant shall submit an annual report every year, covering the information on the form prepared by the Municipality, summarizing the number of nights the facility has been rented over the twelve month period starting with the date the facility has begun operation. The report is due within thirty days following the end of the reporting period.
5. The Planning Commission, at its discretion, may schedule a public hearing at any time for the purpose of resolving issues with the request and mitigating adverse impacts on nearby properties.
6. Failure to comply with all applicable tax laws, including but not limited to remittance of all sales and bed tax, shall be grounds for revocation of the conditional use permit.
7. Failure to comply with any of the above conditions may result in revocation of the conditional use permit.
8. The property owner shall register for a sales account prior to the Conditional Use Permit becoming valid.
9. Owners shall provide renters with a brief rental overview including respecting the residential neighborhood and regarding directions and traffic circulation patterns to mitigate any potential traffic impacts.

Motion PASSED 3-0.

G

Public hearing and consideration of a conditional use permit request for a short-term rental at 414 Hemlock Street. The property is also known as Lot 1 Block 24 McGraw Subdivision. The request is filed by Ali Clayton. The owner of record is Ali Clayton.

Pierson explained the request. The single-family home has recently been renovating. Sufficient parking is on-site. A dental clinic is next door, and another short-term rental is down the street. Staff recommend approval.

Parmelee stated that it is down the street from him, and he received notice.

Ali Clayton stated that she has been operating a short-term rental on Davidoff Street for about a year and a half so she's familiar with short-term rentals.

Pohlman stated that the request is straight-forward.

Pohlman/Parmelee moved to APPROVE the required findings for conditional use permits as discussed in the staff report.

Required Findings for Conditional Use Permits. The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:

1. The city may use design standards and other elements in this code to modify the proposal. A conditional use permit may be approved only if all of the following findings can be made regarding the proposal and are supported by the record that the granting of the proposed conditional use permit will not:
 - a. Be detrimental to the public health, safety, and general welfare;
 - b. Adversely affect the established character of the surrounding vicinity; nor
 - c. Be injurious to the uses, property, or improvements adjacent to, and in the vicinity of, the site upon which the proposed use is to be located.
2. The granting of the proposed conditional use permit is consistent and compatible with the intent of the goals, objectives, and policies of the comprehensive plan and any implementing regulation.
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.
4. The proposed use will not introduce hazardous conditions at the site that cannot be mitigated to protect adjacent properties, the vicinity, and the public health, safety, and welfare of the community from such hazard.
5. The conditional use will be supported by, and not adversely affect, adequate public facilities and services; or that conditions can be imposed to lessen any adverse impacts on such facilities and services.
6. **Burden of Proof.** The applicant has the burden of proving that the proposed conditional use meets all of the criteria in subsection B of this section.

The city may approve, approve with conditions, modify, modify with conditions, or deny the conditional use permit. The city may reduce or modify bulk requirements, off-street parking requirements, and use design standards to lessen impacts, as a condition of the granting of the conditional use permit. In considering the granting of a conditional use, the assembly and planning commission shall satisfy themselves that the general criteria set forth for uses specified in this chapter will be met. The city may consider any or all criteria listed and may base conditions or safeguards upon them. The assembly and planning commission may require the applicant to submit whatever reasonable evidence may be needed to protect the public interest. The general approval criteria are as follows:

1. Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;
2. Utilities and service requirements of the proposed use, including sewers, storm drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public utilities in establishing conditions under which the conditional use may be permitted;
3. Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;

4. Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements;
5. Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts.

Conclusion on Findings: The required findings of fact have been met as the conditional use as conditioned would not be detrimental to the public's health, safety, or welfare; that the conditions of approval have satisfactorily mitigated any potential harm or impact to the surrounding land uses and properties through the conditions of approval, by meeting all applicable SGC regulations, and by being in support of the Comprehensive Plan regarding transient housing supply.

Motion PASSED 3-0.

Pohlman/Parmelee moved to APPROVE the conditional use permit application for a short term rental at 414 Hemlock Street subject to the attached conditions of approval. The property is also known as Lot 1 Block 24 McGraw Subdivision. The request is filed by Ali Clayton. The owner of record is Ali Clayton.

Conditions of Approval:

1. Contingent upon a completed satisfactory life safety inspection.
2. The facility shall be operated consistent with the application and plans that were submitted with the request.
3. The facility shall be operated in accordance with the narrative that was submitted with the application.
4. The applicant shall submit an annual report every year, covering the information on the form prepared by the Municipality, summarizing the number of nights the facility has been rented over the twelve month period starting with the date the facility has begun operation. The report is due within thirty days following the end of the reporting period.
5. The Planning Commission, at its discretion, may schedule a public hearing at any time for the purpose of resolving issues with the request and mitigating adverse impacts on nearby properties.
6. Failure to comply with all applicable tax laws, including but not limited to remittance of all sales and bed tax, shall be grounds for revocation of the conditional use permit.
7. Failure to comply with any of the above conditions may result in revocation of the conditional use permit.
8. The property owner shall register for a sales account prior to the Conditional Use Permit becoming valid.
9. Owners shall provide renters with a brief rental overview including respecting the residential neighborhood and regarding directions and traffic circulation patterns to mitigate any potential traffic impacts.

Motion PASSED 3-0.

H

Public hearing and consideration of a conditional use permit request for an accessory dwelling unit at 2003 Anna Court. The property is also known as Lot 6 Verstovia Park Subdivision No. 2. The request is filed by

William Patrick. The owner of record is William Patrick.

Pierson explained the request. A mobile home exists on-site, and the applicant seeks to build an accessory dwelling unit. A detailed floor plan was not submitted because the applicant wanted to receive approval before purchasing plans. Sufficient parking exists on the lot. Staff recommend approval.

William Patrick stated that his building would be approximately 16-18 feet high. Patrick stated that the location of the structure would not block light access to other structures. Patrick stated that the site is flat. Pohlman asked if Patrick was okay with a 16 foot maximum height, and Patrick stated that he guessed so. Pohlman stated that if he exceeds 16 feet, he will not meet the conditions of approval. Scarcelli clarified that accessory dwelling units may be a maximum of 25 feet or the height of the primary structure. Patrick stated that he can come back to the commission if he needs additional height.

Windsor stated this is what we want ADUs for.

Pohlman/Parmelee moved to APPROVE the required findings for conditional use permits for accessory dwelling units as discussed in the staff report.

Required Findings for Conditional Use Permits. The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:

1. The city may use design standards and other elements in this code to modify the proposal. A conditional use permit may be approved only if all of the following findings can be made regarding the proposal and are supported by the record that the granting of the proposed conditional use permit will not:
 - a. Be detrimental to the public health, safety, and general welfare;
 - b. Adversely affect the established character of the surrounding vicinity; nor
 - c. Be injurious to the uses, property, or improvements adjacent to, and in the vicinity of, the site upon which the proposed use is to be located.
2. The granting of the proposed conditional use permit is consistent and compatible with the intent of the goals, objectives, and policies of the comprehensive plan and any implementing regulation.
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.
4. The proposed use will not introduce hazardous conditions at the site that cannot be mitigated to protect adjacent properties, the vicinity, and the public health, safety, and welfare of the community from such hazard.
5. The conditional use will be supported by, and not adversely affect, adequate public facilities and services; or that conditions can be imposed to lessen any adverse impacts on such facilities and services.
6. **Burden of Proof.** The applicant has the burden of proving that the proposed conditional use meets all of the criteria in subsection B of this section.

The city may approve, approve with conditions, modify, modify with conditions, or deny the conditional use permit. The city may reduce or modify bulk requirements, off-street parking requirements, and use design standards to lessen impacts, as a condition of the granting of the conditional use permit. In considering the granting of a conditional use, the assembly and planning commission shall satisfy themselves that the general criteria set forth for uses specified in this chapter will be met. The city may consider any or all criteria listed and may base conditions or safeguards upon them. The assembly and

planning commission may require the applicant to submit whatever reasonable evidence may be needed to protect the public interest. The general approval criteria are as follows:

1. Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;
2. Utilities and service requirements of the proposed use, including sewers, storm drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public utilities in establishing conditions under which the conditional use may be permitted;
3. Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;
4. Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements;
5. Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts.

Conclusion on Findings: That the proposed conditional use as conditioned would not be detrimental to the public's health, safety, or welfare; that the conditions of approval have satisfactorily mitigated any potential harm or impact to the surrounding land uses and properties; and that the required findings have been met as the proposal complies with SGC and Comprehensive Plan sections regarding ADUs and variances, and affordable housing while protecting the character of the neighborhood and the public's health, safety, and welfare.

Motion PASSED 3-0.

Pohlman/Parmelee moved to APPROVE the conditional use permit request for an accessory dwelling unit at 2003 Anna Court, with the conditions that 1) the structure will be no taller than 16 feet and 2) the applicant submits a detailed floor plan for staff approval. The property is also known as Lot 6 Verstovia Park Subdivision No. 2. The request is filed by William Patrick. The owner of record is William Patrick.

Motion PASSED 3-0.

I Public hearing and consideration of a concept plat of a major subdivision of 800 Alice Loop to result in 11 lots. The property is also known as Lot 16 Ethel Staton Subdivision. The request is filed by Shee Atika, Inc. The owner of record is Shee Atika Holdings Alice Island, LLC.

Scarcelli explained the request for a major subdivision to result in 11 lots. The lot is on the inside of Alice Loop. The project meets development standards. The lots on the outside perimeter of Alice Loop had strict covenants recorded, but this lot was not bound by those covenants. The access easement should be amended to be called a parking easement. This easement would not be large enough to provide the required parking for the townhome development as outlined in the plat note of a previous plat. 8 spaces with dimensions of 9 feet by 18 feet are required to serve the townhomes. Pohlman stated that the

Commission was required to consider variances for virtually every lot on the periphery of Alice Loop. Pohlman stated that she does not want to see every lot of this proposed subdivision to come before the board in the future for variances. Scarcelli stated that a planned unit development could address setbacks during the subdivision process. Bosak stated that variances in the peripheral lots were impacted by the flood line, which wouldn't apply for these lots. Pohlman asked if there were any lots that would clearly need a variance. Scarcelli stated that the lots on the ends of the oval may need variances because of the extensive front setback.

Ken Cameron represented Shee Atika. Cameron thanked staff, and stated that they tried to design the subdivision so that variances would not be necessary. Windsor asked if Cameron could work with staff on the parking issue, and Cameron stated yes. Parmelee asked about the purpose of the access parking, and Cameron replied that it is for the townhouses.

Caprice Pratt asked when they will find out if covenants are included in the plan. Scarcelli stated that covenants are determined privately. Pratt asked if commercial use could be allowed, and Scarcelli stated yes. Scarcelli stated that code and the coastal management plan places a lower priority on waterfront residential than water dependent uses. Pratt stated that the neighbors have made substantial investments on their properties.

Paul Haavig stated that his decision to buy was based on how it was advertised, as pristine view lots. Haavig stated concern if there are no limits on the development of these new lots. Haavig stated that he believes he previously saw a proposed layout with fewer lots.

Pohlman stated that she would like to see the parking better developed and work to ensure that variances aren't required. Pohlman stated that she understands the concerns of neighbors, and understands that this lot is zoned waterfront. Scarcelli stated that he will work with the applicant, and stated that developers of individual lots would have to go before the Historic Preservation Commission. Scarcelli clarified that variances can be heard as part of the major subdivision process.

Pohlman/Parmelee moved to APPROVE findings that:

- a. the proposed major subdivision concept plat complies with the comprehensive plan by providing for the development of additional waterfront zoned property;
- b. That the proposed major subdivision concept plat complies with the Subdivision Code as conditioned; and
- c. That the major subdivision concept plat would not be injurious to the public health, safety, and welfare.

Motion PASSED 3-0.

Pohlman/Parmelee moved to APPROVE the concept plat of the major subdivision of Alice Loop Subdivision. This approval is subject to the attached conditions of approval. The request is filed by Ptarmica McConnell. The owner of record is Shee Atika Holdings Alice Island, LLC.

Conditions of Approval:

1. The municipality shall be a party to all easements. All easements shall be

recorded and no changes shall occur without municipal approval.

2.BAll major subdivision regulations be followed and any deviations from code be corrected prior to review of the final plat (e.g. flagging, easements, easement area details, and monumentation).

Motion PASSED 3-0.

J

Public hearing and consideration of a boundary line adjustment request for 3614 Halibut Point Road and 109 Harbor Mountain Road. The properties are also known as Lot 4 Tract A US Survey 3317, and Lot 2 Lot Line Adjustment of Lot 3 US Survey 3317. The request is filed by Del Stengl and Ernestine Massey. The owners of record are Del Stengl and Ernestine Massey.

Scarcelli explained the request for a boundary line adjustment. 109 Harbor Mountain Road has a mobile home park and a single family home. 3614 Halibut Point Road is undeveloped. The boundary line adjustment would swap equal portions of land to correct for encroachments from 109 Harbor Mountain Road onto 3614 Halibut Point Road. Encroachments will still exist from 109 Harbor Mountain Road onto municipal property. Department policy states that planning applications will not be approved when encroachments exist. Substandard easements do not conform with code and should be increased to the mandatory minimum width of 20 feet. Substandard easements negatively adjacent properties and impact fire apparatus access. Neighboring properties are impacted by encroachments. Windsor asked if staff would have denied the request administratively, and Scarcelli stated yes because of the department policy regarding encroachments.

Ernestine Massey and Del Stengl came forward to represent the request. Massey stated that the 15 foot right of way was agreed upon in the 1970's for a water line. Massey stated that she is doing her estate planning and wants to separate the house from trailer court to make things easier to her heirs. Massey stated that the previous surveyor was in error. Massey doesn't understand why the easement needs to change to 20 feet when 15 feet has been sufficient in the past. Windsor asked if Massey would come into conformance with the easement, and she stated that she was not aware that the easement would have to be 20 feet. Massey stated that some of her tenants have bought their trailers with encroaching structures. Massey stated that she does not know how to force people to remove these structures from their trailers. Pohlman asked if the city can notify individuals to remove their encroaching structures. Scarcelli stated that the city can take action, but the property owner also can. Scarcelli stated that an approval could be used as a stick and carrot to motivate Massey to take action. Massey stated that she has tried to get encroachments removed, to no avail. Pohlman asked if the encroachment is a city enforcement issue. Scarcelli stated yes, at significant legal cost. Scarcelli stated that approval could be granted with conditions that encroachments and the easements come into conformance. Massey stated that she does not know how to get rid of the encroachments. Scarcelli stated that staff can facilitate discussion with the applicant and municipal attorney. Stengl stated that the lot-line adjustment is on the table, and he is being held hostage for what is happening on the other side of the property line. Pohlman stated that they're being held hostage by the people who are encroaching. Parmelee stated that it seems like 2 different issues, and Scarcelli stated that he disagrees. Scarcelli stated that other boundary line adjustments have been denied for similar encroachment issues. Windsor stated that essentially the

city is passing the buck on enforcement. Bosak stated that she sees encroachment correction as a joint effort between the city and the owner. Massey stated that it would be helpful for the city to send out letters when standards change. Stengl stated that he has a DOT permit in process for access to his property from Halibut Point Road. Wayne Dye introduced himself as the project surveyor. Dye stated that the proposed boundary line adjustment corrects some of the encroachments. Dye stated that Shuler Drive isn't fully developed. Dye stated that the city hasn't been diligent to ensure that people aren't encroaching.

Don Seese stated that these problems happened many years ago, and he believes a resolution is possible.

Parmelee/Pohlman moved to APPROVE findings that:

a. As proposed, the BLA:

i. Does not provide for orderly and consistent development consistent with the Sitka General Code and the principles, goals, and objectives of the Comprehensive Plan by not coming into compliance with existing design and development standards regarding easements as well as not correcting existing encroachments into adjacent property, both of which present detrimental impacts to the public's health, safety, and welfare. Further, the proposal does not present facts that support the necessary findings regarding variances, which the SGC and the Comprehensive Plan require.

ii. Access for firefighting apparatus would be dimensioned and below standard, which could be detrimental to the public's health, safety, and welfare.

iii. The encroachments into the adjacent municipal property and the right of way (North Shuler) would be injurious to those property rights.

iv. There are not facts presented, as required by the findings for platting variances, to support a lot of unusual size and shape or topographical features, and the facts support a lot of adequate size and shape with no unusual topographical features in the areas surrounding the easements' location.

v. There are no facts presented to support undue and substantial hardship to provide the appropriate easements and to correct the encroachment.

Motion PASSED 3-0.

Pohlman/Parmelee moved to APPROVE findings that:

a. If modified subject to the attached conditions of approval that the easements be platted in accordance with existing design standards for easement widths (i.e. 20 feet) and all encroachments connected to the properties in question into adjacent properties be removed prior to recording the Boundary Line Adjustment that the modifications and conditions of approval would eliminate the detrimental impacts to public, health, safety and welfare and the potential injuries to adjacent property.

Motion PASSED 3-0.

Pohlman/Parmelee moved to APPROVE the Boundary Line Adjustment of 109 Harbor Mountain Road and 3614 Halibut Point Road in the R-1 MH district, subject to the attached conditions of approval. The property is also known as Lot 4 of USS 3317 and Lot 2 LLA of Lot 3 of USS 3317. The request is filed by Del Stengl and Ernestine Massey. The owners of record of the respective lots are Del Stengl and Ernestine Massey.

a. Conditions of Approval:

- i. The easements be platted in accordance with existing design standards for easement widths (i.e. 20 feet); and
- ii. All encroachments connected to the properties in question into adjacent properties be removed prior to recording the Boundary Line Adjustment.

Motion PASSED 3-0.

K

Public hearing and consideration of a platting variance request for substandard easements at 109 Harbor Mountain Road. The property is also known as Lot 2 Lot Line Adjustment of Lot 3 US Survey 3317. The request is filed by Ernestine Massey. The owner of record is Ernestine Massey.

Item PULLED by the applicant.

L

Public hearing and consideration of a preliminary plat of a minor subdivision request for 109 Harbor Mountain Road, which would result in 2 lots. The property is also known as Lot 2 Lot Line Adjustment of Lot 3 US Survey 3317. The request is filed by Ernestine Massey. The owner of record is Ernestine Massey.

Scarcelli described the request for a minor subdivision to result in two lots. The lot has two substandard easements. These easements should be brought up to the 20 foot minimum to properly serve adjacent properties and allow for fire apparatus access. The Planning Department has a policy against granting approval for items with existing encroachments. With the conditions of approval that easements and encroachments will come into conformance, staff recommends approval.

Ernestine Massey stated that she does not know what to do about the encroaching structures. Bosak stated that she believes a resolution can be found. Massey stated that there is a trailer encroaching minimally across the property line into North Shuler Drive. Massey stated that the trailer is too old to move according to city code.

Pohlman/Parmelee moved to APPROVE findings that:

a. As proposed, the BLA:

- i. Does not provide for orderly and consistent development consistent with the Sitka General Code and the principles, goals, and objectives of the Comprehensive Plan by not coming into compliance with existing design and development standards regarding easements as well as not correcting existing encroachments into adjacent property, both of which present detrimental impacts to the public's health, safety, and welfare. Further, the proposal does not present facts that support the necessary findings regarding variances, which the SGC and the Comprehensive Plan require.
- ii. Access for firefighting apparatus would be dimensioned and below standard, which could be detrimental to the public's health, safety, and welfare.
- iii. The encroachments into the adjacent municipal property and the right of way (North Shuler) would be injurious to those property rights.
- iv. There are not facts presented, as required by the findings for platting variances, to support a lot of unusual size and shape or topographical features, and the facts support a lot of adequate size and shape with no unusual topographical features in the areas surrounding the easements' location.

v. There are no facts presented to support undue and substantial hardship to provide the appropriate easements and to correct the encroachment.

Motion PASSED 3-0.

Pohlman/Parmelee moved to APPROVE findings that:

a. If modified subject to the attached conditions of approval that the easements be platted in accordance with existing design standards for easement widths (i.e. 20 feet) and all encroachments connected to the properties in question into adjacent properties be removed prior to recording the Boundary Line Adjustment that the modifications and conditions of approval would eliminate the detrimental impacts to public, health, safety and welfare and the potential injuries to adjacent property.

Motion PASSED 3-0.

Pohlman/Parmelee moved to APPROVE the Boundary Line Adjustment of 109 Harbor Mountain Road and 3614 Halibut Point Road in the R-1 MH district, subject to the attached conditions of approval. The property is also known as Lot 4 of USS 3317 and Lot 2 LLA of Lot 3 of USS 3317. The request is filed by Del Stengl and Ernestine Massey. The owners of record of the respective lots are Del Stengl and Ernestine Massey.

a. Conditions of Approval:

- i. The easements be platted in accordance with existing design standards for easement widths (i.e. 20 feet); and
- ii. All encroachments connected to the properties in question into adjacent properties be removed prior to recording the Boundary Line Adjustment.

Motion PASSED 3-0.

M

Discussion and direction regarding monumentation and flagging requirements in Title 21.

Scarcelli gave some background on monumentation and flagging in relation to municipal code. Primary monumentation can be very costly. Flagging is currently required for all subdivisions. Scarcelli stated that monumentation requirements have not been strictly followed in the past. The city's requirements go beyond state minimums. Staff recommends relaxing monumentation and flagging requirements. Flagging could be required only when warranted for certain reasons and by staff or commission discretion. One or two primary monuments could be required for minor subdivisions, and 2 or 4 primary monuments could be required for major subdivisions.

Pohlman asked if flagging would have had anything to do with the construction project on Swan Lake that was stopped, and Bosak stated no. Pohlman expressed concerns for ambiguous decision-making on flagging. Bosak stated that there could be an internal policy to provide guidance. Parmelee stated that simpler code is better.

Local surveyors Wayne Dye and Kelly O'Neill came forward. Dye stated that they often drive 4 to 8 feet. Scarcelli asked if they see any benefit to primary monuments. Dye stated that people destroy primary monuments just like they do secondary monuments. Dye stated that primary monuments take a lot of work and are expensive. Dye stated that code also requires 2 reference points for each primary monument. Dye recommended 2 primary monuments for minor subdivisions in excess of 32,000 square feet. O'Neill stated that they

don't want to replace historic secondary monuments with primary monuments, as historic monuments are important to the record. Bosak asked about islands. Dye stated that original island surveys had only one monument per island and used meanders. Dye stated that in 1998, Wells Williams put his interpretation of monumentation into a memo, and the surveyors have been working off of that interpretation. Dye stated that primary monuments are 6 to 10 times more expensive than secondary monuments.

Pohlman stated preference for flagging on an as-needed basis, as long as there is a guideline for the determination.

VI. PLANNING DIRECTOR'S REPORT

Bosak reported on a consistency review of the Swan Lake Area Meriting Special Attention (AMSA) for a project at 613 Lake Street. Bosak reported that a grant application for hazard mitigation planning was submitted. Scarcelli reported on the Smart Growth America application for Sitka that was recently approved. Pierson stated that a commissioner training would be held at 6 PM on February 7th, and staff are working on compiling a commissioner handbook.

VII. PUBLIC BUSINESS FROM THE FLOOR

VIII. ADJOURNMENT

Pohlman/Parmelee moved to ADJOURN at 10:23 PM.

Motion PASSED 3-0.

Attest: _____
Samantha Pierson, Planner I



CITY AND BOROUGH OF SITKA

Legislation Details

File #: PM-17 **Version:** 1 **Name:**
Type: Planning Minutes **Status:** AGENDA READY
File created: 12/23/2016 **In control:** Planning Commission
On agenda: 1/17/2017 **Final action:**
Title: Approval of the January 3, 2016 meeting minutes.
Sponsors:
Indexes:
Code sections:
Attachments: [1.3.17 draft](#)

Date	Ver.	Action By	Action	Result
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CITY AND BOROUGH OF SITKA

Minutes - Draft

Planning Commission

Chris Spivey, Chair
Darrell Windsor, Vice Chair
Debra Pohlman
Randy Hughey
Richard Parmelee

Tuesday, January 3, 2017

7:00 PM

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

Chair Spivey called the meeting to order at 7:00 PM.

Present: Spivey, Windsor, Pohlman, Parmelee, Knox (Assembly Liaison)

II. CONSIDERATION OF THE AGENDA

III. CONSIDERATION OF THE MINUTES

A Approval of the November 16, 2016 meeting minutes.

Parmelee/Windsor moved to **APPROVE** the November 16, 2016 minutes.

Motion PASSED 4-0.

B Approval of the December 20, 2016 meeting minutes.

Pohlman/Windsor moved to **POSTPONE** approval of the December 20, 2016 minutes to allow staff to make corrections.

Motion PASSED 4-0.

IV. REPORTS

C Planning Regulations and Procedures.

V. THE EVENING BUSINESS

D Discussion and direction on the results compiled from the November 8, 2016 open house event.

Sheinberg gave an overview of the evening's schedule. The goal of this meeting is to work toward a draft with which all of the commissioners can be comfortable. Sheinberg asked if the commission had a general feeling about the specificity of the action steps. Spivey, Windsor, and Pohlman stated that they did not think about the specificity. Parmelee stated that there is a lot of

content for this meeting. Bosak stated that we want achievable action steps so that we do not end up with a plan that just sits on a shelf.

LAND USE

Sheinberg recapped the previous discussions on land use. Scarcelli gave an overview of the land use activities at the November 8th Open House. Key areas discussed were agriculture, maintaining character, improving sidewalks, harmony of use, and affordable housing. Parmelee stated that we want to keep the character of the Katlian area, but to not overdo it. Parmelee stated that we could create too much density for the area to handle. Parmelee stated that we should not encompass too much of downtown in a historic designation to the extent that development is hampered. Parmelee asked if the area past Smith Street had been considered for development. Spivey stated that we shouldn't start planning for certain areas and have to stop due to hazard mapping. Parmelee stated that we need to do our homework and set down certain criteria for land use decision-making. Bosak stated that through the open house she heard an emphasis on infill development and redevelopment. Parmelee stated that there might be possibilities up Cascade Creek Road. Pohlman stated that higher end housing should be low on the priority list. Parmelee stated that there were plans for cluster homes on the Benchlands, and we look at those in other areas. Pohlman stated that areas such as the parade lawn and Totem Square in front of the Pioneer Home could become productive gardens. Parmelee stated that you have to be sensitive to the needs of various groups of people. Parmelee stated that we need to think outside the box. Spivey stated that he receives a lot of concern about the lack of parking in the downtown area. Bosak stated the commission has spoken of decreasing residential parking. Spivey stated that people often park their boats on the street because they don't have enough room in their driveway. Spivey stated that residential parking could be based on different zones. Pohlman stated that there aren't many places to park bicycles, especially when it is raining. Pohlman stated a need for electric car parking. Scarcelli stated that in the 1970's, it appears that downtown businesses had on-site parking. Scarcelli stated that changes of use can create difficulties for parking unless a new owner can afford to create more spaces. Bosak asked about the feelings of commissioners. Spivey, Pohlman, and Windsor stated that they're in the middle. Windsor stated that we're making decisions based on the 100 people who attended the open house. Bosak stated that these statements have been heard throughout the public process. Parmelee stated that there's a lot to work through, and perhaps the commission needs more time to work through the individual items. Pohlman stated that some of the action items weren't discussed at meetings that she attended, and are designated as low priority by the data. Parmelee stated that we need to keep affordability in mind.

Garry White from Sitka Economic Development Association stated that some of the comments included in the document are not factually based. Parmelee stated that we need to get people's comments out there and work through them.

Chandler O'Connell encouraged the commission to include accessibility on the front page of multiple topics.

Rachel Moreno asked about the level of tribal involvement that has occurred. Moreno stated that she likes the tiny house movement, and the idea of creating

an eco-friendly building community. Moreno stated that Totem Square has great importance and any development should include tribal involvement.

Clyde Bright stated that the landslide assessment will impact land use drastically. Bright stated that we need to reduce lot sizes, look at higher density, and consider non-motorized development.

BREAK 8:00-8:08

HOUSING

Sheinberg gave an overview of demographic trends and previous housing discussions. Pierson outlined the draft housing objectives. Parmelee stated that we could find a an area for tiny houses that are affordable for young people. Parmelee stated that a good start would be looking at lot size requirements, maybe 4000 or 5000 square feet. Scarcelli stated that maximum lot sizes and building square footages can be created. Windsor stated that the owner of a trailer park wanted to sell individual lots to the tenants, but it was a no-go. Windsor stated that if we could get down to 2000 square feet per lot, it might be attainable. Parmelee stated that he thinks a lot of trailer owners would like the opportunity to upgrade their homes. Pohlman stated that the only assisted living facility is Pioneer Home, and many elders would need to be downtown to be near support services. Knox asked about sweat equity versus homesteading. Bosak stated that there is a sweat equity program through rural development. Bosak stated that there is a lot of interest in homesteading, particularly in the Harbor Mountain area. Parmelee stated that islands are a good place for homesteading. Windsor stated that the area surrounding Fairbanks is a good example of this.

Clyde Bright stated that we need to modify the code for lot sizes and structures.

Charles Bingham stated that we need to look at lot sizes, and consider what type of housing is appropriate for elderly individuals. Bingham spoke about mixed use and row house options.

Sheinberg asked for commissioners to give their overall feelings on housing. Parmelee stated that we're moving in the right direction. Windsor stated that a few items could be removed and a few could be combined. Scarcelli stated that tiny homes might be geared toward younger people but might not be best for the elderly population. Spivey stated that we need to consider financeability, and said that banks won't finance tiny homes because they don't meet building codes. Windsor clarified that the banks won't finance if there is a chassis. Parmelee stated that homes on a chassis should be differentiated from those on a permanent foundation. Spivey stated that we should throw out the term "tiny home." Pohlman stated that we should normalize what happens in Sitka, such as multifamily in R-1, rather than pretending it doesn't exist.

Charles Bingham stated that there is a growing single population, so co-housing facilities should be considered.

ECONOMICS

Sheinberg gave a brief overview of previous economic development

discussions. Bosak outlined the economic chapter's draft goals and objectives. Bosak stated that many action items address electric vehicles, maritime industry, and agriculture. Bosak stated that perhaps seasonal businesses could try it out for a year before complying fully with zoning requirements. Windsor stated that he would love an electric car. Parmelee stated that he was surprised by some of the numbers in the Spend \$100 activity. Windsor stated that Wrangell's city government built a haul-out and it is proving to be successful. Parmelee stated that Seward did the same. Pohlman stated that when we discuss "value added," we also need to consider "value subtracted." Parmelee stated that he likes the focus on local agriculture. Bosak stated that item x seems to be full of fluff, and we want the action items to be clear and achievable. Spivey stated an interest in diversifying the local economy. Parmelee stated that we need to develop industries that make sense for our community. Pohlman stated that education did not make the list, but it's a source of economic development. Windsor stated that he knows a lot of people who went to Sheldon Jackson and stayed in Sitka.

Garry White stated that this almost mimics SEDA's strategic plan. White suggested listing maintaining infrastructure, education, and innovation. White stated that Juneau's government stepped up and now UA's education school will now be housed in Southeast. Don't specify the capacity for the haulout, we just want a haulout.

Charles Bingham stated that we need to look at the sustainability of our economic development, and look at renewable resources. Bingham stated that the action step for internet is important. Bingham stated that the Supreme Court has ruled that internet can be a public utility. Bingham stated that we're moving into the gig economy, and these private contractors have to pay sales tax while not receiving benefits. Bingham stated that there are folk schools up north but not in southeast.

Chandler O'Connell stated an appreciation of the diversity of action steps. O'Connell suggested identifying top priority action steps and beginning research.

Clyde Bright stated that a key to economic development is opening up city land, perhaps turning it over to an organization like SEDA. Bright stated that a potential area for development is No-Name Mountain, and is concerned that the Cross Trail expansion could compromise that potential development. Bright spoke of possible tourist development on Middle Island.

Scott Saline stated that a good cold storage facility makes sense for economic development

Parmelee stated that we need focus on item u. Windsor suggested that each commissioner choose their top three items and bring them back to the next meeting.

Bosak stated that meetings in a box will be available tomorrow and will be due by the end of February.

VI. PLANNING DIRECTOR'S REPORT

No report.

VII. PUBLIC BUSINESS FROM THE FLOOR

VIII. ADJOURNMENT

Parmelee/Windsor moved to ADJOURN at 9:20 PM.

Motion PASSED 4-0.

ATTEST: _____
Samantha Pierson, Planner I



CITY AND BOROUGH OF SITKA

Legislation Details

File #: 16-00 **Version:** 1 **Name:**
Type: P&Z Miscellaneous **Status:** AGENDA READY
File created: 3/22/2016 **In control:** Planning Commission
On agenda: 4/19/2016 **Final action:**
Title: Planning Regulations and Procedures.
Sponsors:
Indexes:
Code sections:
Attachments: [Planning Regulations and Procedures](#)

Date	Ver.	Action By	Action	Result
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Planning Regulations and Procedures

2007 Comprehensive Plan

Contains goals and policies in ten chapters
Land use goals and policies are sections 2.4 through 2.8

Sitka General Code

Title 21 consists of Subdivision Regulations (subdivision code)
Title 22 is the zoning code

Creators of the Subdivision Code

Boundary Line Adjustments – formal subdivision plat required – approved in house

Minor Subdivision – create up to four lots from one parcel

- Concept plat
- Final plat

Approved by the Planning Commission except PUD or if subd. appealed (then goes to the Assembly)

Major Subdivision – five or more lots from one parcel with roads and utilities built to Municipal standards

Planning Commission Approvals

- Concept plan
- Preliminary plat
- Final plat

Assembly review of final plat

Zero Lot Lines – two units attached to each other with each one on its own lot and the lot line going through the center of connecting wall

- Concept plan
- Preliminary plat
- Final plat

Approved by the Planning Commission unless appealed to the Assembly

Planned Unit Developments

Creators of the Zoning Code

Zoning ordinance text amendments

Recommendation by the Planning Commission with approval by the Assembly

Zoning ordinance map amendments

Recommendation by the Planning Commission with approval by the Assembly

Variances to allow for reductions of setbacks

Approved by the Planning Commission unless appealed to the Assembly

Administrative approvals for two foot setback reductions

Conditional Use Permits

Approval by the Planning Commission with appeal to the Assembly

Examples: Bed and Breakfasts

Short-term rentals (rental of an apartment for less than 14 days)

Other aspects of the zoning code:

Land use district shown on zoning map

Regulations for each zone such as uses, building height, setbacks, lot size

Sign ordinance

Parking regulations

Other Approvals

Street Vacations – Planning Commission and Assembly review (by ordinance)

Covered by SGC 18.12.015

Tidelands Leases – Covered by Sitka General Code Title 18 – Assembly review only

Land Sales – Covered by SGC Title 18 – Assembly review only

Floodplain Regulations – SGC Title 20

Planning Commission:

Chris Spivey
Darrell Windsor
Debra Pohlman
Randy Hughey
Tamie Parker Song

Staff :

Maegan Bosak
747-1824 (office)
Michael Scarcelli, J.D.
747-1815 (office)
Samantha Pierson
747-1814 (office)



CITY AND BOROUGH OF SITKA

Legislation Details

File #: CUP 15-22 **Version:** 1 **Name:**

Type: Conditional Use Permits **Status:** AGENDA READY

File created: 12/23/2016 **In control:** Planning Commission

On agenda: 1/17/2017 **Final action:**

Title: Annual report for a conditional use permit granted to Roberta Littlefield for a kennel at 4102 Halibut Point Road. No action required.

Sponsors:

Indexes:

Code sections:

Attachments: [Update for December 2016](#)

Date	Ver.	Action By	Action	Result
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Thankyou for letting me build up my
commercial kennel. I have been successful
in raising and selling one litter. 7 dogs for
1200⁰⁰ each, which I am paying a sales tax
on. When you feel confident that my
conditional use permit has met the
conditions requested, I would like to
not have to write this report annually!

Thank You /

Ruby Turpin



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

December 5, 2016

Roberta Littlefield
4102 Halibut Point Road
Sitka, AK 99835

Dear Ms. Littlefield,

Our records show that an annual report is due for your conditional use permit for a kennel at 4102 Halibut Point Road. Please provide our office with a brief narrative describing the operations associated with the permit by December 19, 2016.

If you should have any questions, please feel free to contact me at 747-1814.

Sincerely,

Samantha Pierson
Planner I



CITY AND BOROUGH OF SITKA

Legislation Details

File #: CUP 16-02 **Version:** 1 **Name:**

Type: Conditional Use Permits **Status:** AGENDA READY

File created: 12/27/2016 **In control:** Planning Commission

On agenda: 1/17/2017 **Final action:**

Title: Annual report for a conditional use permit for a short-term rental granted to William Hutton at 1232 Georgeson Loop. No action required.

Sponsors:

Indexes:

Code sections:

Attachments: [Report December 2016](#)

Date	Ver.	Action By	Action	Result
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CITY AND BOROUGH OF SITKA
PLANNING DEPARTMENT
SHORT-TERM RENTAL &
BED & BREAKFAST
ANNUAL REPORT

DUE January 2, 2016

APPLICANT'S Name: WILLIAM HUTTON

PHONE NUMBER: 907 738-5910

MAILING ADDRESS: 1232 GEORGESON LOOP SITKA AK 99835

OWNER'S NAME: WILLIAM / MARY HUTTON

(If different from applicant)

REGISTERED NAME OF BUSINESS WITH SALES TAX: Wow, good question!

PHONE NUMBER: Same as above ↑

MAILING ADDRESS: " " "

PROJECT ADDRESS: 1232 GEORGESON LOOP

LEGAL DESCRIPTION Lot: B3 Block: _____

Subdivision: GANAN

U.S. Survey: ? Zoning Classification: ?

Date of Assembly approval: 2/2/16 ?

Date of activation of the conditional use permit: 2/2/16 Not sure

Number of nights a room in the bed and breakfast or short-term rental has been rented during the 12 month period from 2/2/16 - 1/2/16 : 37 nights

Number of nights of bed taxes reported to the City of Sitka's Sales Tax Department: 37 nights or \$4205 total

SIGNATURE OF APPLICANT: William Hutton DATE: 12/20/16

SIGNATURE OF OWNER: _____ DATE: _____

(If different from applicant)

Hi Sam,
Sorry I've got the dates in all the original paperwork. But I'm
out of town + won't get back until after the due date.
But, the # of nights + total \$ is here.
Thanks + have a good holiday.
Bill Hutton 907 738-5910



CITY AND BOROUGH OF SITKA

Legislation Details

File #: MISC 17-02 **Version:** 1 **Name:**
Type: P&Z Miscellaneous **Status:** AGENDA READY
File created: 12/23/2016 **In control:** Planning Commission
On agenda: 1/17/2017 **Final action:**
Title: Election of officers for 2017.
Sponsors:
Indexes:
Code sections:
Attachments: [Appoint Officers 2017](#)

Date	Ver.	Action By	Action	Result
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Appoint Officers

I nominate _____, _____, _____ for Chair

I nominate _____, _____, _____ for Vice-Chair

CHAIR			
Spivey			
Windsor			
Pohlman			
Hughey			
Parmelee			

VICE-CHAIR			
Spivey			
Windsor			
Pohlman			
Hughey			
Parmelee			



CITY AND BOROUGH OF SITKA

Legislation Details

File #: CUP 16-03 **Version:** 1 **Name:**

Type: Conditional Use Permits **Status:** AGENDA READY

File created: 12/23/2016 **In control:** Planning Commission

On agenda: 1/17/2017 **Final action:**

Title: Annual review of a conditional use permit granted to Karen Lucas for a non-motorized food cart at 242 Katlian Avenue. The property is also known as Lot 21 Block 1 Sitka Indian Village, US Survey 2542. The owner of record is Karen Lucas.

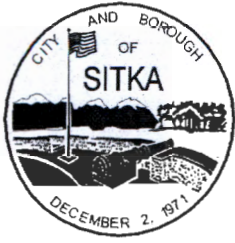
Sponsors:

Indexes:

Code sections:

Attachments: [Lucas Review 1.17.17](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

Date: December 29, 2016

To: Planning Commission

From: Staff

Re: CU 16-03 Annual Review of a Non-Motorized Food Truck at 242 Katlian Avenue

GENERAL INFORMATION

Applicant: Karen Lucas

Property Owner: Karen Lucas

Property Address 242 Katlian Avenue

Legal Description: Lot 21, Block 1, Sitka Indian Village, US Survey 2542

Parcel ID Number: 1-6100-000

Size of Existing Lot: 3330 square feet

Zoning: Split – CBD in front, R-1 in rear

Existing Land Use: Undeveloped

Utilities: Full city services

Access: Katlian Avenue

Surrounding Land Use: Residential, Commercial, Public

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: Zoning Map

Attachment D: Parcel Pictures

Attachment E: Subdivision Plat

Attachment F: Approval

Attachment G: Mailing List

Permit Operations Update

Karen Lucas was issued a conditional use permit for a non-motorized food truck at 242 Katlian Avenue in 2016. At the original hearing, concerns were raised for smoke and parking issues. The permit was granted. Since the granting of the permit, the Planning Department has not received any complaints for the property. Conditions of approval stated that one-time Planning Commission review should occur after the first year of operation.

At the meeting we'll take any public comment and provide the opportunity for any commissioner questions. The primary objective of the meeting is to determine if there are steps that need to be taken to mitigate any effects of the non-motorized food truck on adjacent properties.

Recommendation

Move to approve the annual review of the conditional use permit granted to Karen Lucas for a non-motorized food truck at 242 Katlian Avenue. The property is also known as Lot 21, Block 1, Sitka Indian Village, US Survey 2542. The owner of record is Karen Lucas.

Ladies and Gentlemen of the Commission;

I was asked to write this letter in reference to New Creations Mobile Bistro as to who we are and what we are doing for the next year. As we know our business is a barbecue sandwich to go business. Our operating hours are from 11 AM to 6 PM Monday through Saturday and will begin again April 1 through the end of September. We are still growing and still trying to to the exact needs of Sitka people. We have complied with all ordinances and suggestions by the building commission zoning commission. And hope to grow this business better this year. Thank you for your time and consideration and have a good day.

Best Regards,

I Gary May



Karen Lucas
Conditional Use Permit Request - Food Truck
242 Katlian Avenue



Selected Parcel: 242 KATLIAN ID: 16100000

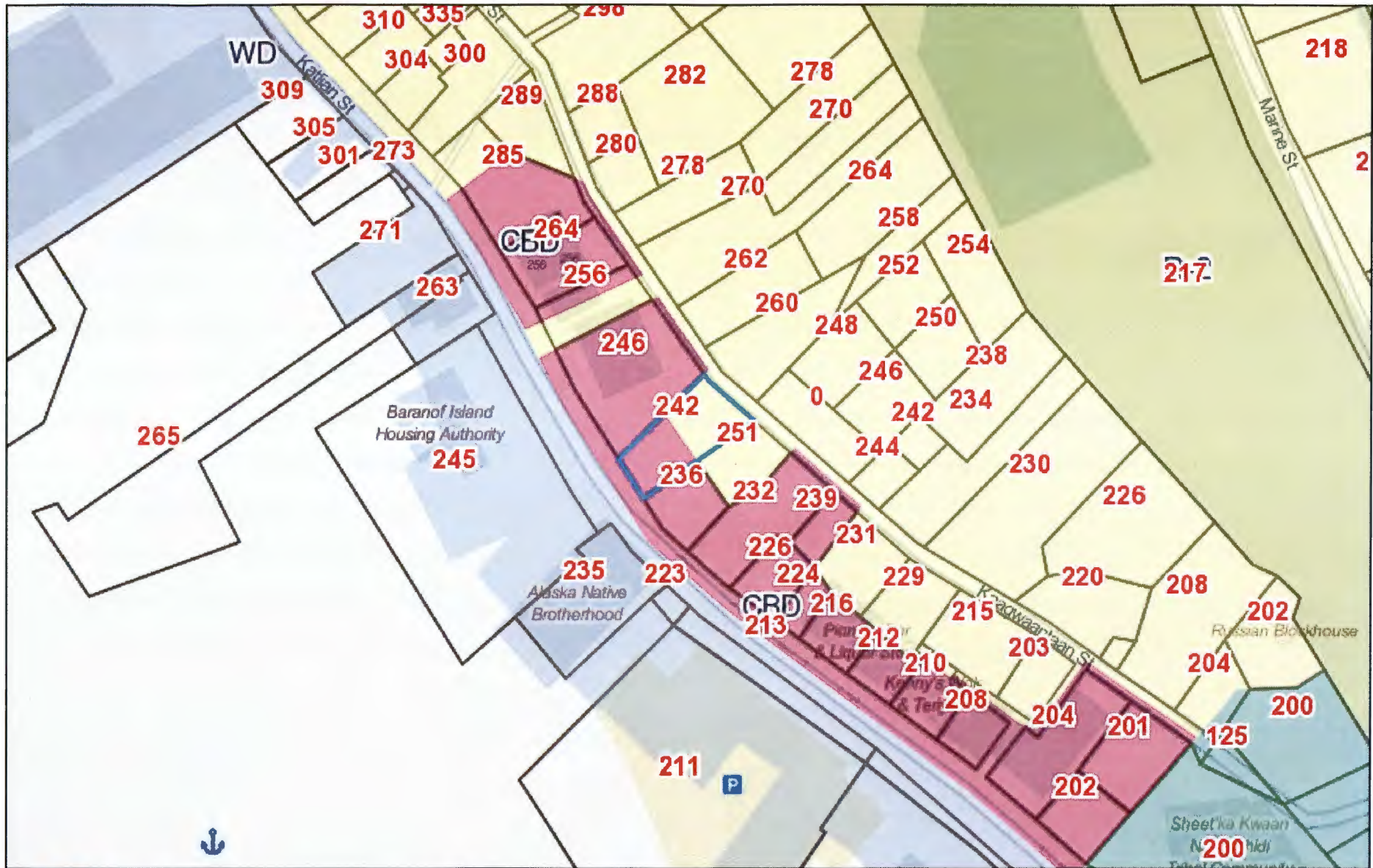
Printed on 1/20/2016 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>

This map is for informational purposes only. It is not for appraisal of, description of, or



ial responsibility for the information contained herein.

Conditional Use Permit Request - Food Truck
242 Katlian Avenue



City & Borough of Sitka, Alaska

Selected Parcel: 242 KATLIAN ID: 16100000

Printed on 1/20/2016 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>

This map is for informational purposes only. It is not for appraisal of, description of, or con



MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

l responsibility for the information contained herein.

Karen Lucas

Conditional Use Permit Request - Food Truck
242 Katlian Avenue





IN THE MATTER OF THE CONDITIONAL USE)
 PERMIT APPLICATION OF KAREN LUCAS)
 FOR A YEAR-ROUND MOBILE NONMOTORIZED FOOD)
 CART AT LOT 21 BLOCK 1 SITKA INDIAN VILLAGE)
 US SURVEY 2542)

Findings of Fact and Decision - Page 1 of 1

6. Failure to comply with all applicable tax laws, including but not limited to remittance of all sales and bed tax, shall be grounds for revocation of the conditional use permit.
7. Failure to comply with any of the above conditions may result in revocation of the conditional use permit.
8. The property owner shall register for a sales account prior to the Conditional Use Permit becoming valid.

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

CONDITIONAL USE PERMIT REQUEST
LOT 21, BLOCK 1, SITKA INDIAN VILLAGE, US SURVEY 2542
KAREN LUCAS

Public hearing and consideration of a conditional use permit request for a mobile non-motorized food cart at 242 Katlian Avenue. The property is also known as Lot 21, Block 1, Sitka Indian Village, US Survey 2542. The request is filed by Karen Lucas. The owner of record is Karen J. Lucas.

STAFF REPORT: Scarcelli described the property and the conditional use permit request. The proposal will use a mobile building in a permanent manner. The lot has split zoning, which occurred in 2011. The proposed cart would be situated on the Central Business District portion of the lot. The mobile nature of the structure triggers the conditional use permit process. Parking and traffic concerns should be discussed. The proposal requires Historic Preservation Commission review due to location.

APPLICANT: Karen Lucas stated that she was approached by Gary May about renting the lot, and Jim O'Brien will be doing the grading. Gary May stated that he has been a chef his whole life, and that he hopes to begin a culinary school across Katlian Avenue from this property. May stated that they plan to stabilize the trailer and build a covered deck. May stated that he plans to do breakfast and lunch, and will offer delivery. Lucas stated that they would connect to city utilities and do landscaping. Spivey asked Jim O'Brien about plans for drainage and runoff. O'Brien stated that they would address issues as they arise. Spivey asked about potential impacts to Kogwanton Street, and O'Brien stated that this project wouldn't impact the street. May stated that he plans to close daily by 4 PM, although that may change.

PUBLIC COMMENT: Gail Young of 250 Kogwanton supports the project, and stated that there is a spring in the rear of the lot. Dan Stockel of 246 Katlian stated concerns with parking, bathrooms, and the need for a connection between Katlian and Kogwanton when the existing trail becomes covered by the food cart. May stated that the staff will use the public restroom, and use the trailer's handwashing sink. May stated that he is building a storage facility at his home. Lucas stated that the city buried a spring in the vicinity, causing some drainage issues in the area. Lucas stated that tribal officials will be present when grading occurs. Scott Saline stated that the city created drainage issues in this vicinity. Jennifer Alley stated support for the project.

COMMISSIONER DELIBERATION: Hughey stated that requiring on-site parking would reduce safety. Parker Song spoke against placing a condition on hours of operation. Pohlman noted that the commission has not received concerns from neighbors concerning hours of operation.

MOTION: M/S HUGHEY/POHLMAN moved to approve the required findings for conditional use permits:

C. Required Findings for Conditional Use Permits. The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:

1. The city may use design standards and other elements in this code to modify the proposal. A conditional use permit may be approved only if all of the following findings can be made regarding the proposal and are supported by the record that the granting of the proposed conditional use permit will not:
 - a. Be detrimental to the public health, safety, and general welfare;
 - b. Adversely affect the established character of the surrounding vicinity; nor
 - c. Be injurious to the uses, property, or improvements adjacent to, and in the vicinity of, the site upon which the proposed use is to be located.
2. The granting of the proposed conditional use permit is consistent and compatible with the intent of the goals, objectives, and policies of the comprehensive plan and any implementing regulation.
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.
4. The proposed use will not introduce hazardous conditions at the site that cannot be mitigated to protect adjacent properties, the vicinity, and the public health, safety, and welfare of the community from such hazard.
5. The conditional use will be supported by, and not adversely affect, adequate public facilities and services; or that conditions can be imposed to lessen any adverse impacts on such facilities and services.
6. Burden of Proof. The applicant has the burden of proving that the proposed conditional use meets all of the criteria in subsection B of this section.

The city may approve, approve with conditions, modify, modify with conditions, or deny the conditional use permit. The city may reduce or modify bulk requirements, off-street parking requirements, and use design standards to lessen impacts, as a condition of the granting of the conditional use permit. In considering the granting of a conditional use, the assembly and planning commission shall satisfy themselves that the general criteria set forth for uses specified in this chapter will be met. The city may consider any or all criteria listed and may base conditions or safeguards upon them. The assembly and planning commission may require the applicant to submit whatever reasonable evidence may be needed to protect the public interest. The general approval criteria are as follows:

1. Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;
2. Utilities and service requirements of the proposed use, including sewers, storm drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public

utilities in establishing conditions under which the conditional use may be permitted;

3. Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;

4. Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements;

5. Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts.

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

MOTION: M/S HUGHEY/POHLMAN moved to approve the conditional use permit request for a mobile non-motorized food cart at 242 Katlian Avenue subject to the attached conditions of approval. The property is also known as Lot 21, Block 1, Sitka Indian Village, US Survey 2542. The request is filed by Karen Lucas. The owner of record is Karen J. Lucas.

Conditions of Approval:

- 1) All applicable state and municipal food safety regulations, permits, and licenses are acquired and followed;
- 2) The conditional use shall be operated consistent with the plans submitted (and as amended and discussed);
- 3) All applicable building codes and fire safety regulations are complied with including, but not limited to, life and safety inspection and fire safety;
- 4) Food waste and garbage are disposed of in an orderly manner to control any odors;
- 5) A one-time annual review with report from owner and operator, upon which time the conditional permit may be amended, continued, or denied based upon conditions of operation and effects upon the public, health, safety, and welfare; and
- 6) Failure to comply with any conditions of approval or any pertinent Sitka General Code sections (including remittance of taxes) may result in revocation of the conditional use permit.

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

9:15-9:20--Break

FEE SCHEDULE UPDATE

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT STAFF

Public hearing and consideration of a proposed fee schedule change for the Planning and Community Development Department.

Parcel ID: 16350000
JOHN/ELIZABETH SKEELE/CAFFREY
SKEELE, JOHN/CAFFREY, ELIZABETH
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 % E. HE
JOHN, LILLY ESTATE %
HOOLIS, WALLACE,
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: 16395000
ROBERT/VIRGINIA CUENIN
CUENIN,
ROBERT/VIRGINIA/CHAMBERS, MARY
2144 TICE CREEK DR, APT 3
WALNUT CREEK CA 94595-5202

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

Parcel ID: 16420000
CALVIN CARLSON
CARLSON, CALVIN
332 KOGWANTON ST.
SITKA AK 99835

Parcel ID: 16425000
DENNIS ALLEN
ALLEN, DENNIS, C.
336 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16475019
ROSEMARY THOMAS
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
GAYLE/PAUL YOUNG
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
AUDREY/GILBERT JOHNSON/SAM, SR.
AUDREY JOHNSON & GILBERT SAM,
SR.
246 KOGWANTON ST.
SITKA AK 99835

Parcel ID: 16475024
~~BARANOF ISLAND HOUSING~~
AUTHORITY
~~BARANOF ISLAND HOUSING~~
AUTHORITY
245 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16475025
MARK/HEIDI NANCE
NANCE, MARK, A./HEIDI, L.
234 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16475026
MARK/SHERRY WHITE/BARNES
WHITE, MARK & BARNES, SHERRY
220 KAAGWAANTAAN ST
SITKA AK 99835-7514

Parcel ID: 16550011
NINA HAHLER
HAHLER, NINA, C
11033 ZOOTENVAAL
ST JOHN VI 00830

Parcel ID: 16550014
JOHN/BARBARA DELONG
DELONG, JOHN & BARBARA
264 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16550016
JOHN/BARBARA DELONG
DELONG, JOHN & BARBARA
~~264 KOGWANTON ST~~
SITKA AK 99835

Parcel ID: 16550020
ELIZABETH GOLDSBURY
GOLDSBURY, ELIZABETH, L.
~~278 KOGWANTON ST~~
SITKA AK 99835

Parcel ID: 16550022
WILLIAM/MARY HUTTON
HUTTON, WILLIAM & MARY LOUISE
1232 GEORGESON LP
SITKA AK 99835

Parcel ID: 16655000
SCOJO, LLC
TOTEM SQUARE
SCOJO, LLC
2819 DAWSON ST
ANCHORAGE AK 99503

Parcel ID: 16655001
C/B OF SITKA
BETWEEN TOTEM SQ & KAT AVE
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

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
AUTHORITY
BHA OFFICE
~~BARANOF ISLAND HOUSING~~
AUTHORITY
245 KATLIAN AVE

Parcel ID: 13910000
ORTHODOX CHURCH IN AMERICA
RUSSIAN CHURCH RECTORY
ORTHODOX CHURCH IN AMERICA
P.O. BOX 210569
ANCHORAGE AK 99521

Parcel ID: 16025000
WAYNE/SARAH TARANOFF
TARANOFF, WAYNE & SARAH
104 ROCKFISH WAY
SITKA AK 99835

Parcel ID: 16055000
KATHERINE/LINDA SULSER/HEIM
PIONEER BAR
SULSER, KATHERINE/HEIM, LINDA
P.O. BOX 599
SITKA AK 99835-0599

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

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

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

Parcel ID: 16120000
BRIAN MCNITT
MCNITT, BRIAN
11302 ROYZELLE LN
MINNETONKA MN 55305-4344

Parcel ID: 16140000
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: 16320000
~~MICHAEL/XIAOYAN MAYO/SHEN~~
MAYO, MICHAEL, J. & SHEN, XIAOYAN
2808 SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 16015000
ROBERT/KAREN PARKER
PARKER, ROBERT & KAREN
204 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16030000
BOYD DIDRICKSON
DIDRICKSON, BOYD
215 KOGWANTON ST
SITKA AK 99835

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

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

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

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

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

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

Parcel ID: 16285000
PETER/BERTHA KARRAS
KARRAS, PETER, J./BERTHA
230-A KOGWANTON ST
SITKA AK 99835

Parcel ID: 16325000
JENNIE JACK
CROPLEY, F/HOVAR/D,N/MULLIG
JACK, JENNIE %
WH.LARD, M/K/J, CHURCH, P
C/O 256 KATLIAN AVE

Parcel ID: 16020000
KENDALL DIDRICKSON
DIDRICKSON, KENDALL
203 KOGWANTON ST
SITKA AK 99835

Parcel ID: 16045000
NAN/CHOONG YOON/SOE
YOON, NAN KYUN/SOE, CHOONG W.
2830 PELICAN DR
ANCHORAGE AK 99502

Parcel ID: 16065000
MARY PAUL
% STA
PAUL, MARY, Y.
456 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16075000
RICHARD KATHLIAN
R&D.COOK, M.KATHLEAN, E. JOH
PETERS, CAROL
GENERAL DELIVERY
SITKA AK 99835

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

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

Parcel ID: 16130000
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: 16315000
MICHAEL/XIAOYAN MAYO/SHEN
MAYO, MICHAEL, J. & SHEN, XIAOYAN
2808 SAWMILL CREEK RD
SITKA AK 99835

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

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

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

Parcel ID: 16725000
CITY & BOROUGH OF SITKA
GRID EXTENSION
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: 16730000
CITY & BOROUGH OF SITKA
TIDELANDS EXCHANGE SUBDV.
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



CITY AND BOROUGH OF SITKA

Legislation Details

File #: P 16- 15 **Version:** 1 **Name:**

Type: Subdivision **Status:** AGENDA READY

File created: 12/1/2016 **In control:** Planning Commission

On agenda: 12/20/2016 **Final action:**

Title: Public hearing and consideration of a preliminary plat of a major subdivision of 800 Alice Loop to result in 11 lots. The property is also known as Lot 16 Ethel Staton Subdivision. The request is filed by Shee Atika, Inc. The owner of record is Shee Atika Holdings Alice Island, LLC.

Sponsors:

Indexes:

Code sections:

Attachments: [Alice Loop Major Prelim 1.17.17](#)

Date	Ver.	Action By	Action	Result
12/20/2016	1	Planning Commission		
12/20/2016	1	Planning Commission		



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

Date: January 6, 2017

From: Staff

To: Planning Commission

Re: P 16-15 Preliminary Plat of Alice Loop Major Subdivision

GENERAL INFORMATION

Applicant: Ptarmica McConnell, Shee Atika Holdings Alice Island, LLC

Property Owner: Shee Atika Holdings Alice Island, LLC

Property Address: 800 Alice Loop

Legal Description: Lot 16 Ethel Staton Subdivision

Parcel ID Number: 19012016

Size of Existing Lot: 110,176 s.f. (2.529 acres)

Zoning: Waterfront District

Existing Land Use: Undeveloped/Vacant

Utilities: Existing with some upgrade

Access: Direct off Alice Loop

Surrounding Land Use: residential, commercial, undeveloped, harbor

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 the final plat

ATTACHMENTS

Providing for today...preparing for tomorrow

Attachment A: Vicinity Map
Attachment B: Application
Attachment C: Proposed Plat
Attachment D: Current Survey
Attachment E: Zoning Map
Attachment F: Ownership Information

BACKGROUND

Prior Plats/Subdivision: Alice Loop has gone through prior subdivision and Planned Unit Development via 4 plats: 1) The Alice & Charcoal Island Subdivision (Plat 2001-20); 2) the Ethel Staton Subdivision (Plat 2007-23); 3) The Sealing Cove Subdivision (Plat 2011-1); and 4) The William Paul Subdivision (Plat 2015-9).

Land use summary: The area is currently being developed along the Waterfront District into residential homes, commercial property, and soon to be developed property. Additionally, Sealing Cove Business Center currently utilizes adjacent land for commercial purposes that has been reutilized from its prior use as Mt. Edgecumbe Elementary School. There is also existing vacant land available for immediate development.

In the area, there is a mix of Waterfront District (WD) and Public Land District zoned property; Within the Waterfront District, there is a commercial building located at 415 Alice Loop with a mix of uses. To the northwest, is a commercial building located at 413 Alice Loop that currently contains radio towers and radio dish with AT&T logos on the equipment (major cell provider of the area). Adjacent to this parcel is more land zoned WD that developed into a commercial building to serve marine business. Around Alice Loop is land zoned WD, developed and held in ownership by Shee Atika, Holdings Alice Island, LLC and various individual owners. There are 11 residential single-family homes on lots on the exterior of Alice Loop (several currently completing interior finishing); and 5 attached condominiums. There are several vacant lots ready for further development within the Alice Loop Development. There is the Sealing Cove Business Center located at 601 Alice Loop, which contains tenants that include Eagle Quest Ministries, the Transportation Security Administration, and also was utilized by CBS for meetings until Centennial Hall is completed. It is the former Mt. Edgecumbe Elementary School. Above 415 Alice Loop is Sealing Cove Boat Harbor located within the Public Land District zone (P), served by two parking lots and one boat launch ramp accessed off of Airport Road. To the west, is land also zoned Public Lands District. Immediately adjacent is land within that zone utilized by the Department of Transportation and owned by the State. Over one lot toward the west is land utilized and owned by the City and Borough of Sitka for a Water Treatment Facility.

Historic Preservation Commission Review required: All end-user development that requires a building permit will be required to go in front of the Historic Preservation Committee prior to approval of the building permit to receive recommendations pertaining to the development.

Past rezone request: There was a recent request to rezone the area to a form of residential zoning that did not succeed.

CCRs for most surrounding lots: the 16 lots associated with the Ethel Staton Subdivision are subject to recorded conditions, reservations, and restrictions (2011 CCRs)¹; and Lots 1-5 of the Alice & Charcoal Island Subdivision are subject to restrictive use CCRs (2001 CCRs)². To sum, those CCRs restrict Lots 1-5 of the Alice and Charcoal Island Subdivision and Lots 1-15 of the Ethel Station Subdivision to residential uses and the CCRs do not restrict lot 16 (800 Alice Loop) of the Ethel Staton Subdivision to such residential use.

Waterfront Zoning District: In general, per code, “Many of the permitted and conditional uses in the ... WD zones generate traffic, noise, odor, and general impacts to a higher level and greater degree than permitted and conditional uses in residential districts. Owners of residential uses in the ... WD districts must be aware of and accepting of all the permitted uses in these districts.” [Edited for brevity]³

Further code directs that “the **Waterfront District is intended to be applied to lands** with direct access or **close-proximity** to navigable tidal waters within the urban areas 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 (emphasis added). Here, specifically 800 Alice Loop, is in close-proximity to tidal waters and significant features and facilities that support water dependent and water-related uses for commerce, tourism, and industrial enterprise exemplified by the Sealing Cove Harbor and surrounding business that cater to that industry and commerce. There is also a reference in the Coastal Management Plan that indicates residential use is not the preferred use for WD.

PROJECT DESCRIPTION

The preliminary plat proposal is to subdivide Lot 16 (2.529 acres or 110,176 s.f.) of the Ethel Staton Subdivision into an eleven lot major subdivision (known as Alice Loop Subdivision). The 11 lots would range in gross size from **7,996 sf to 12,170 sf**. The net sizes of those lots is in excess of the required 6,000 sf as required by Tables 22.20-1. Lot 10, which is 9,165 gross square feet, is still 7,869 net sf if you consider the parking areas as not apart of the total lot area.

Procedure: Major subdivisions follows the following procedure:

- A. Pre-application;
- B. Concept plat review by Planning Commission;
- C. Preliminary plat review by Planning Commission; (**this stage**)
- D. Review of any requested or needed platting ***variances*** by Planning Commission;

¹ Sitka Recording District Document Serial # 2011-001551-0

² Sitka Recording District Document Serial # 2001-002152-0

³ Residential Uses Table 22.16.015-1, Footnote 11.

⁴ 22.16.100 (A), Water Front District, Intent.

- E. Final plat review by Planning Commission;
- F. Appeal period for any final action by Planning Commission; and
- G. City Assembly review and approval of final plat.⁵

Comprehensive Plan:

The proposal is consistent with the Comprehensive Plan Sections:

- 2.6.1. To facilitate the availability of adequate land zoned for residential, commercial, industrial and waterfront development; and
- 2.6.2. To encourage commercial and industrial developments of a quality that does not adversely impact any adjacent recreational and residential areas

This proposed major subdivision preliminary plat would provide adequate land for waterfront development.

Conformity with Subdivision Code

Easements:

According to Sitka General Code 21.40.030.A, the municipality shall be a party to all easements. A plat note regarding the easements should be added to the preliminary and final plat.

The applicant has proposed 8 parking spaces to standard width of 9' x 18' to satisfy the prior plat note and PUD condition to provide 8 spaces (1.5 per unit of the 5 preexisting condos). This is shown on the plat and via plat note 2.

Preliminary Plat Submission Requirements

To move forward, the preliminary plat shall comply with SGC 21.32.040, subject to flexibility found in 21.52. It is noted at least ten days prior to review of the preliminary plat the lots shall be flagged according to the above code.⁶

Final Plat Submission Requirements

Please note: SGC 21.32.160 Major Subdivision – Final Plat submission requirements states, “The plat shall comply with the development and design standards contained in this title...” This includes the design and monumentation standards set forth in Chapter 21.40, specifically SGC section 21.40.160, Required Monumentation – Final Plat Monuments. While it is staffs’ opinion and determination that this requires primary monuments, staff also recognizes that primary monuments have rarely been required in practice and are not required to such an extent by the state. In addition, there are sections that support flexibility within Title 21 for submission requirements and waiver pursuant to 21.52.

⁵ Section 21.32.010—General Outline of Procedure for Major Plat Approval.

⁶ Section 21.32.040 (D).

The Planning Commission may approve with conditions a plat pursuant to SGC 21.32.050. In this case, it is recommended to approve the preliminary plat subject to the general conditions that the access easement be corrected, the easement area calculations be corrected, and that all design and submission requirements for the final plat be met prior to resubmission, such as flagging, monumentation, and utilities.

FINDINGS:

Staff recommends the following findings:

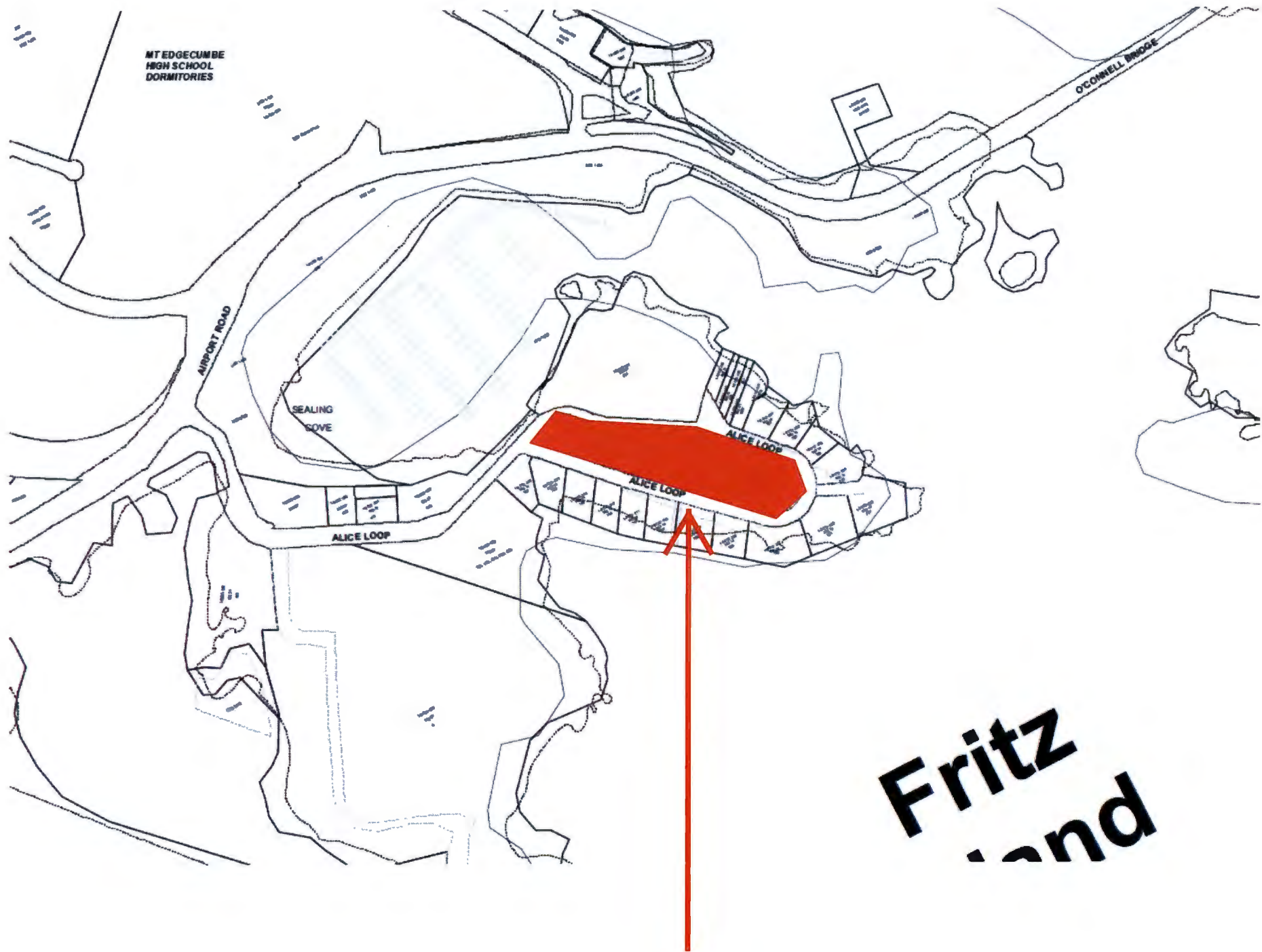
- 1) That the proposed major subdivision preliminary plat complies with the comprehensive plan by providing for the development of additional waterfront zoned property;
- 2) That the proposed major subdivision preliminary plat complies with the Subdivision Code as conditioned; and
- 3) That the major subdivision preliminary plat would not be injurious to the public health, safety, and welfare.

RECOMMENDATION

It is recommended that the Planning Commission adopt the Planner's analysis and findings and move to approve the preliminary plat of the major subdivision of Alice Loop Subdivision subject to conditions of approval.

RECOMMENDED MOTIONS (2)

- 1) **I move to find that:**
 - a. the proposed major subdivision preliminary plat complies with the comprehensive plan by providing for the development of additional waterfront zoned property;
 - b. That the proposed major subdivision preliminary plat complies with the Subdivision Code as conditioned; and
 - c. That the major subdivision preliminary plat would not be injurious to the public health, safety, and welfare.
- 2) Move to approve the preliminary plat of the major subdivision of Alice Loop Subdivision. This approval is subject to the attached conditions of approval. The request is filed by Ptarmica McConnell. The owner of record is Shee Atika Holdings Alice Island, LLC.
 - a. Conditions of Approval:
 1. All major subdivision regulations be followed and any deviations from code be corrected prior to review of the final plat (e.g. flagging, easements, easement area details, any note language requiring minor amendment, and monumentation).





City & Borough of Sitka, Alaska

Selected Parcel: 800 ALICE ID: 19012016

Printed on 11/25/2016 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>

100 m
200 ft



MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

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CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT GENERAL APPLICATION FORM

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

APPLICATION FOR:

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

BRIEF DESCRIPTION OF REQUEST: Consideration of Alice Loop major Subdivision including utility Plan. Lot 16 of Ethel Staton Subdivision.

PROPERTY INFORMATION:

CURRENT ZONING: WD PROPOSED ZONING (if applicable): n/a

CURRENT LAND USE(S): n/a PROPOSED LAND USES (if changing): n/a

APPLICANT INFORMATION:

PROPERTY OWNER: Shee Atika Holdings Alice Island, LLC

PROPERTY OWNER ADDRESS: 315 Lincoln St., Ste. 300, Sitka AK 99835

STREET ADDRESS OF PROPERTY: 11

APPLICANT'S NAME: Ptarmica McConnell

MAILING ADDRESS: 315 Lincoln St., Ste. 300

EMAIL ADDRESS: ptarmica@sheeatika.com DAYTIME PHONE: 907-747-3534

PROPERTY LEGAL DESCRIPTION:

TAX ID: 92-0045953 LOT: 16 BLOCK: n/a TRACT: n/a

SUBDIVISION: Ethel Staton Subdivision US SURVEY: Plat 2007-23

OFFICE USE ONLY

COMPLETED APPLICATION		SITE PLAN	
NARRATIVE		CURRENT PLAT	
FEE		PARKING PLAN	

WE HEREBY CERTIFY THAT SHEE ATIKA HOLDINGS ALICE ISLAND, LLC IS THE OWNER 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.

NOTARY'S ACKNOWLEDGMENT

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 PLAY 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.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

BY COMMISSION EXPIRES.

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

AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR _____ WILL BE DUE ON OR BEFORE AUGUST 15, 20____ DATED THIS _____ DAY OF _____

ASSESSOR CITY AND BOROUGH OF SITKA

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF SITKA PLANNING COMMISSION, AND THAT SAID PLAT HAS BEEN APPROVED BY THE COMMISSION 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 COMMISSION

SECRETARY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF SITKA 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 _____ TOWNSHIP, CITY AND BOROUGH OF SITKA _____

Abstract

KEYWORDS: *child abuse; child sexual abuse; child sexual exploitation; child sexual abuse; child sexual exploitation; child sexual abuse; child sexual exploitation*

1) PURPOSE -- THE PURPOSE OF THIS PLAT IS TO SUB-DIVIDE LOT 16 OF THE ETHEL STATION SUBDIVISION PLAT #2007-33 SITUA RECORDING DISTRICT.

2) THIS PLAT IS SUBJECT TO THE FOLLOWING:

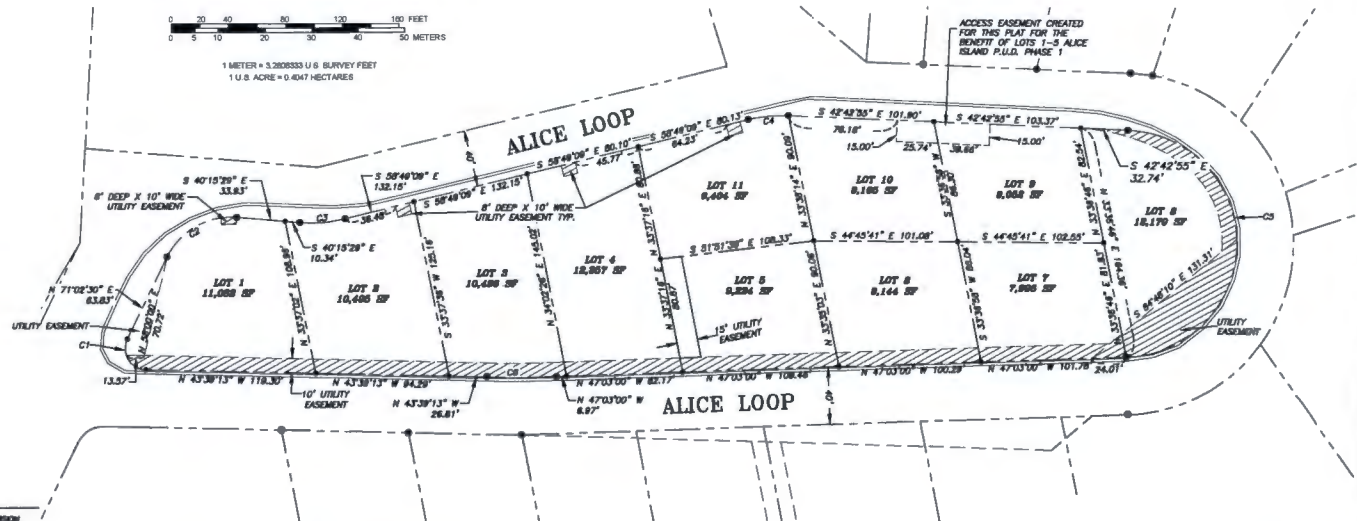
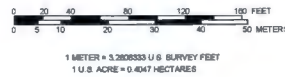
- A. PLAT 2007-33
- B. PLAT 2007-35
- C. 2007-001778-0
- D. 2011-001581-0

• MONUMENT RECOVERED
 REBAR AND ALUMINUM CAP SET THIS SURVEY
 (S 21°07'45" E 208.71) EXISTING DATA OF RECORD
 S 21°07'24" E 208.87 DATA MEASURED OR CALCULATED
 _____ EXISTING PROPERTY LINE
 _____ EXISTING CURB
 _____ EXISTING EASEMENT
 _____ PROPOSED EASEMENT
 _____ EXISTING EASEMENT CREATED IN PLAT #2007-
 _____ RECORDING DISTRICT

LOT #	EXISTING EASEMENT AREA (SF)	PROPOSED EASEMENT AREA (SF)	TOTAL EASEMENT AREA (SF)
1	311		311
2	245		245
3	185		185
4	221		221
5	239	173	412
6	221		221
7	232		232
8	531		531
9		106	106
10		86	86
11	36		36

SCALE 1"=40'

THIS DRAWING MAY BE REDUCED, VERIFY SCALE BEFORE USING



CURVE #	RADIUS	DELTA ANGLE	ARC LENGTH
C1	15.0'	114°41'43"	30.03'
C2	50.0'	86°42'01"	58.95'
C3	100.0'	16°33'40"	32.40'
C4	100.0'	18°06'14"	28.11'
C5	80.0'	175°39'36"	245.28'
C6	823.46'	1°23'47"	48.81'

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 PLAN 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 _____ CHRISTOPHER G. FIDURN LS 107552



OWNER: SHEE ATKA INCORPORATED 315 LINCOLN STREET, SUITE 300 SITKA, ALASKA 99835-7579		
DATE: NOV. 2018	DRAWN BY: RKB	JOB NO. 182340
SCALE: 1"=40'	APPROV BY: C.G.P.	SHEET 1 OF 1

SITKA RECORDING DISTRICT

Revisions	
No.	Date Description

R&M

R&M ENGINEERING-KETCHIKAN, INC.
 355 California Lake Road
 Ketchikan, AK 99901

Phone: (907) 225-7917
 Fax: (907) 225-3441

CRAGG OFFICE
 P.O. BOX 1273
 CRAGG, AK 99921

Phone: (907) 838-2394
 Fax: (907) 225-3441

PROJECT

ALICE LOOP SUBDIVISION

**SUBDIVISION LOT 13 OF THE
ETHEL STATION SUBDIVISION**

CERTIFICATE OF OWNERSHIP AND DEDICATION

WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREIN AND THAT WE HEREBY ASSIGN 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.

10/9/07 *Robert P. O'Neill*
 DATE *Robert P. O'Neill*
 SIGNATURE OF REGISTRAR
 PRESIDENT & CEO
 SHERATON, INCORPORATED

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
 STATE OF ALASKA
 CITY & BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS 9 DAY OF OCTOBER, 2007, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND EXPIRING PERSONALLY APPEARED *Robert P. O'Neill*, Chief Executive Officer, SHERATON, INCORPORATED.

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUALS MENTIONED AND WHO EXECUTED THE WITHIN PLAN AND I ACKNOWLEDGED TO ME THAT *Robert P. O'Neill* 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 MENTIONED.

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

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

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

AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL. THE CURRENT TAXES FOR THE YEAR 2007 WILL BE DUE ON OR BEFORE 11-1-2007.

DATED THIS 12TH DAY OF OCTOBER, 2007, AT SITKA, ALASKA.

James A. Crab
 ASSESSOR, CITY & BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD

I HEREBY CERTIFY THAT THE SUBDIVISION PLAN SHOWN HEREIN HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA PLATING DEPT. AND THAT SAID PLAN HAS BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION NO. 2007-10 DATED 10-9-07, AND THAT THE PLAN SHOWN HEREIN HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT REGISTRAR, EX-OFFICIO RECORDING, SITKA, ALASKA.

10/9/07 *Robert P. O'Neill*
 DATE *Robert P. O'Neill*
 SIGNATURE

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAN SHOWN HEREIN HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA ASSEMBLY AND THAT SAID PLAN HAS BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION NO. 2007-10 DATED 10-9-07, AND THAT THE PLAN SHOWN HEREIN HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT REGISTRAR, EX-OFFICIO RECORDING, SITKA, ALASKA.

10-9-7 *Robert P. O'Neill*
 DATE *Robert P. O'Neill*
 SIGNATURE
 CITY AND BOROUGH CLERK

CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND FINANCE DIRECTOR FOR THE CITY & BOROUGH OF SITKA, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS OF THE CITY & BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS CHARGED ON THE RECORDS IN THE NAME OF *Sheraton, Inc.*

ALL TAXES OF RECORD, AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL LIENS ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL.

DATED THIS 12TH DAY OF OCTOBER, 2007, AT SITKA, ALASKA.

Robert P. O'Neill
 FINANCE DIRECTOR
 CITY & BOROUGH OF SITKA

O'NEILL SURVEYING AND ENGINEERING

BOX 1849 SITKA, ALASKA 99583
 PHONE: (907) 747-6700
 FAX: (907) 747-7090
 EMAIL: onell@sealaska.net

RECORD OF REVISIONS

BY	DATE	REV	DESCRIPTION OF CHANGE



DESIGNED BY: *J. O'Neill*
 DRAWN BY: *J. O'Neill*
 CHECKED BY: *J. O'Neill*
 DATE OF PLATING: 10-09-07
 SCALE: 1" = 200'
 DRAWING NUMBER: 30434-04-01
 PROJECT NO: 30434-04-01

SURVEYOR'S CERTIFICATE

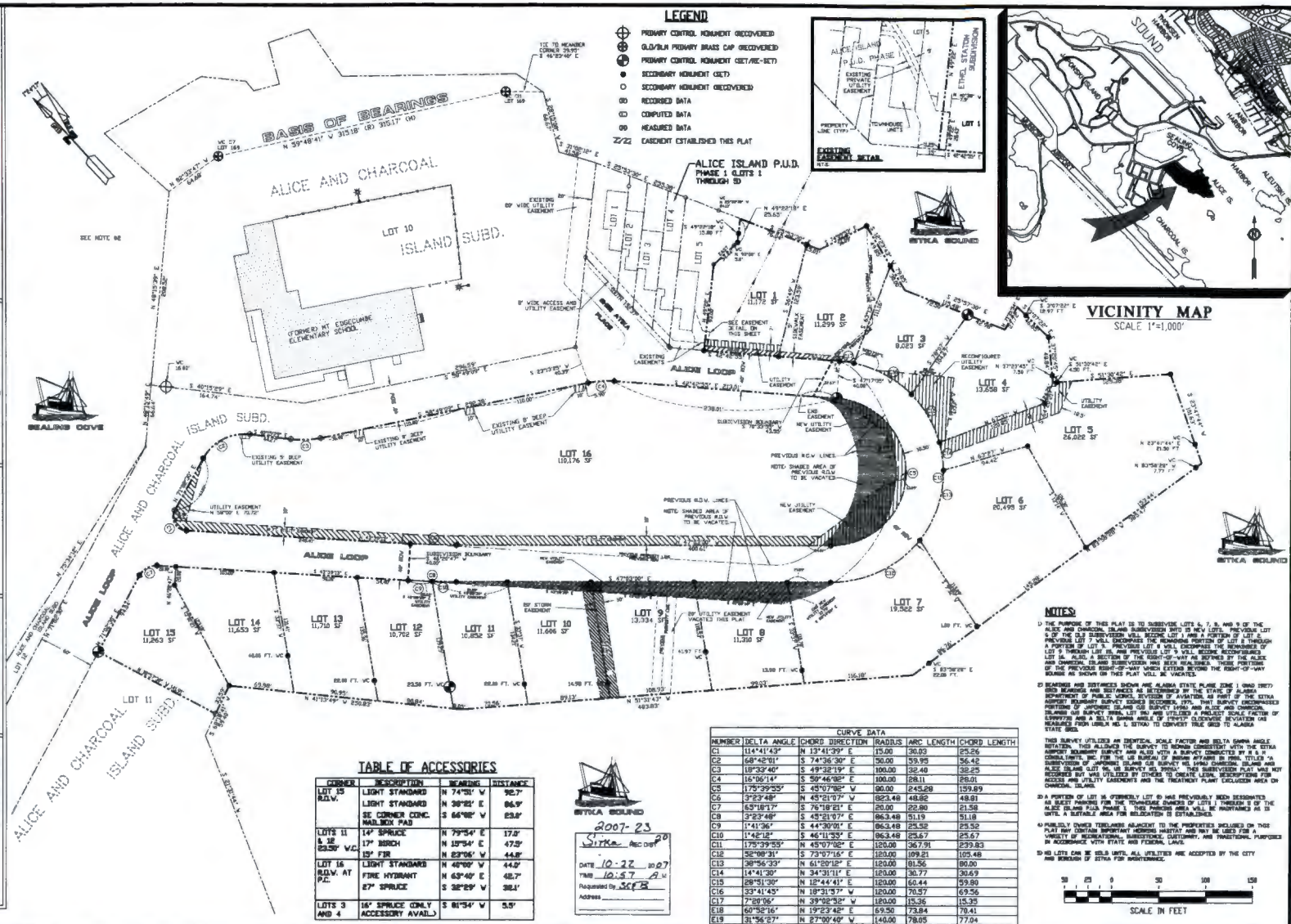
I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN *Alaska*, *Sheraton, Inc.*, A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAN IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT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

10/9/07 *Robert P. O'Neill*
 DATE *Robert P. O'Neill*
 SIGNATURE
 PARKER & O'NEILL, L.L.C.

ETHEL STATION SUBDIVISION

A SUBDIVISION OF LOTS 6, 7, 8, AND 9, ALICE AND CHARCOAL ISLAND SUBDIVISION

CLIENT: SHERATON, INC.





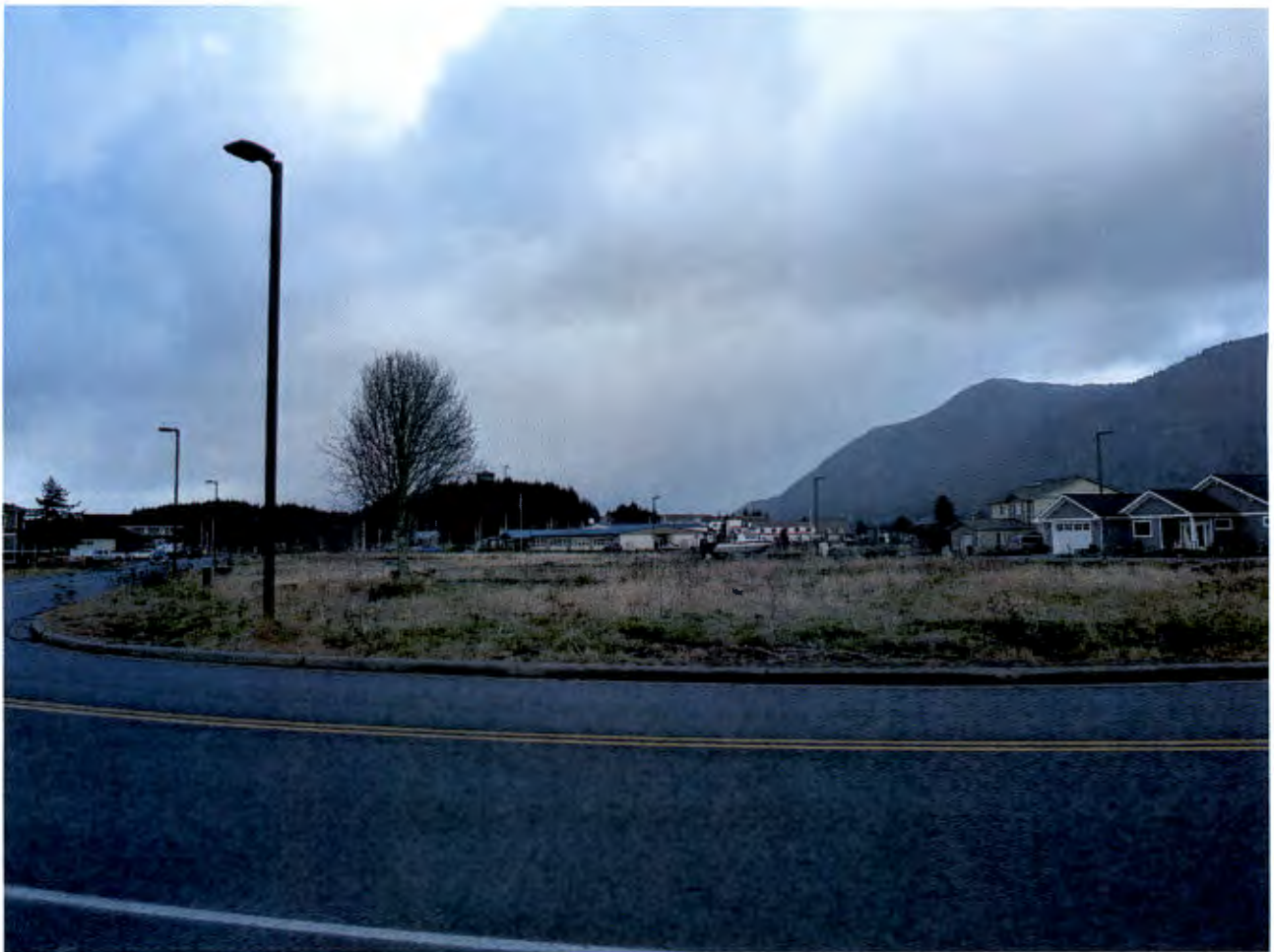


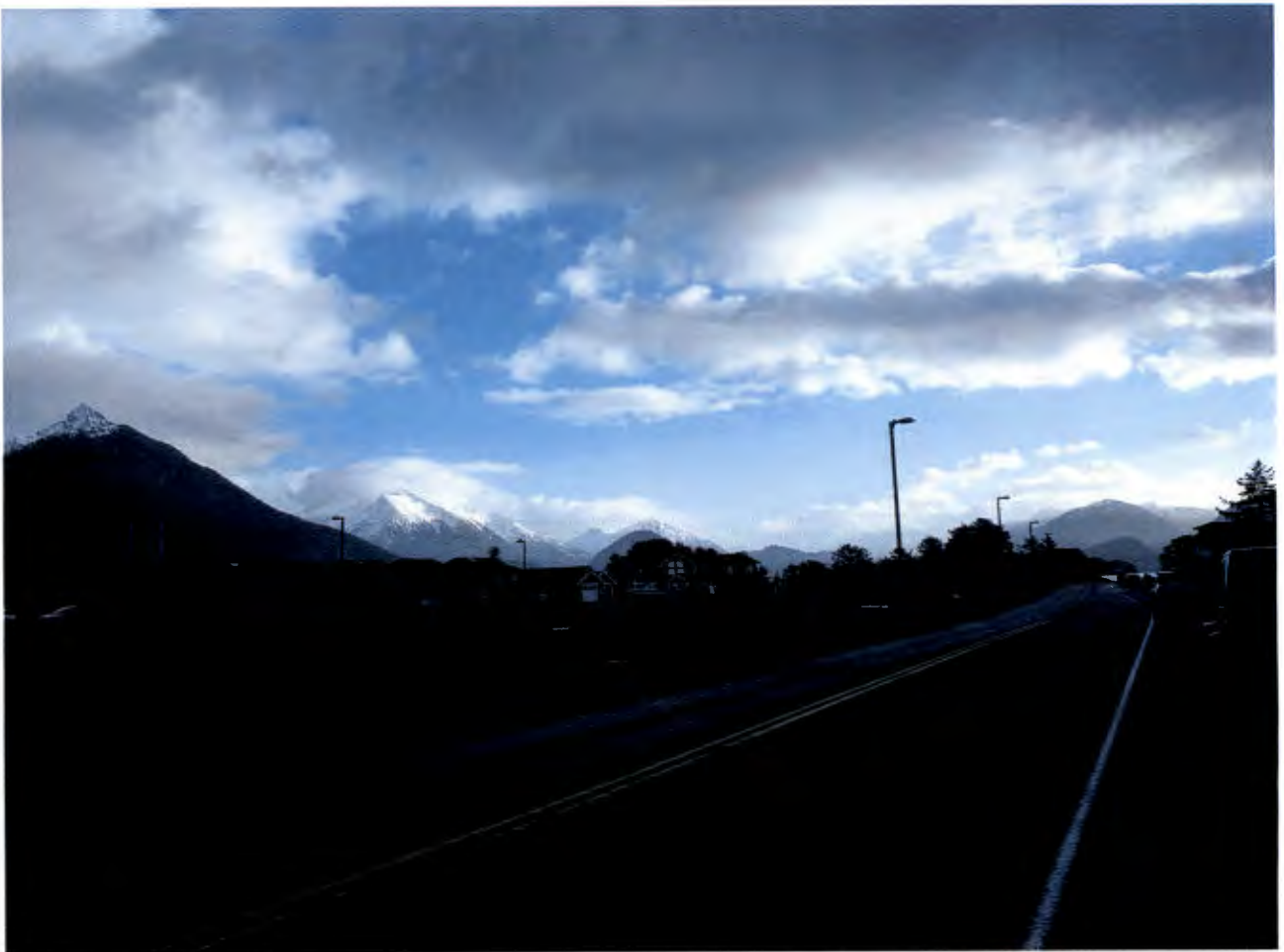




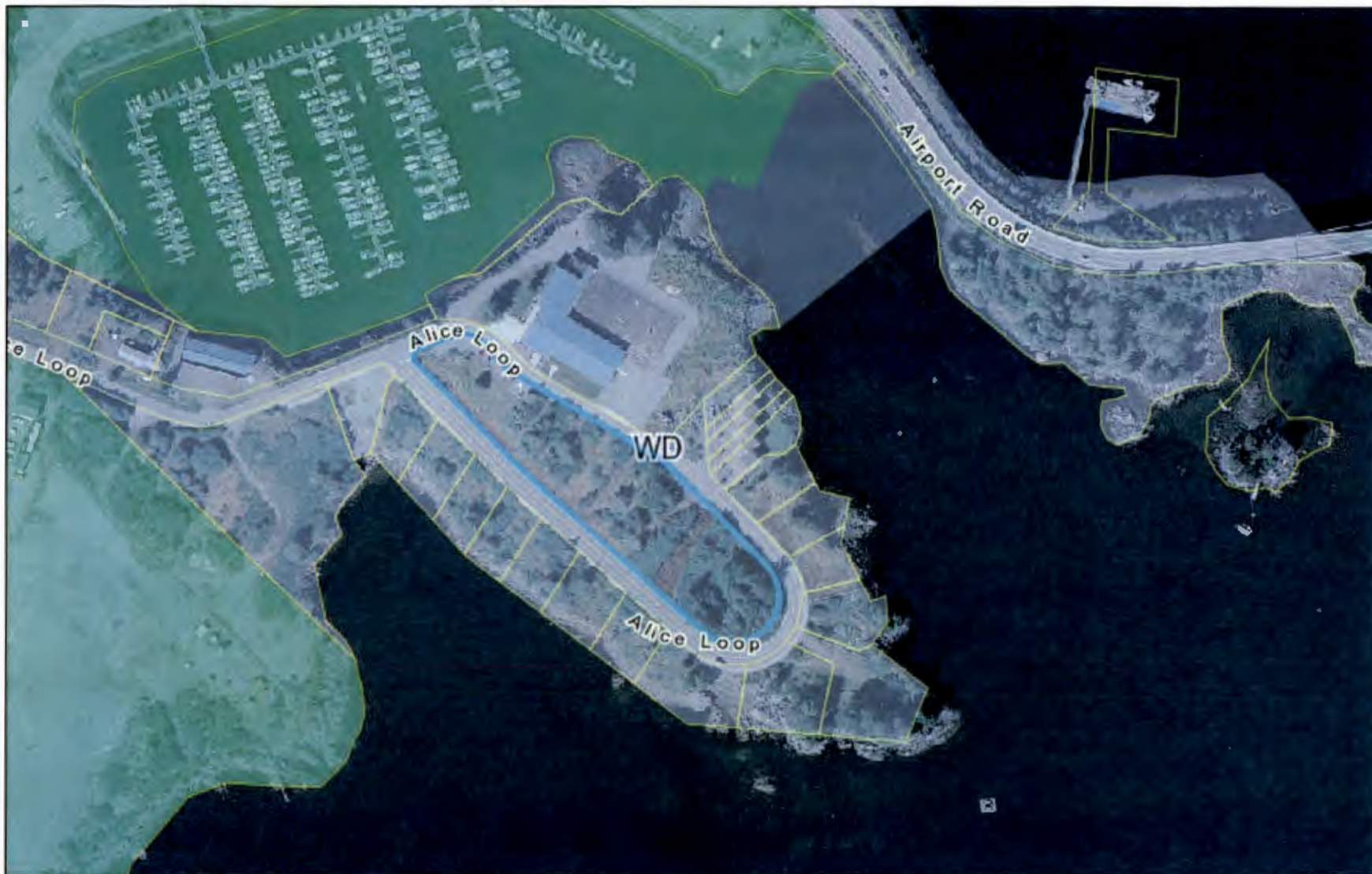












City & Borough of Sitka, Alaska

Selected Parcel: 800 ALICE ID: 19012016

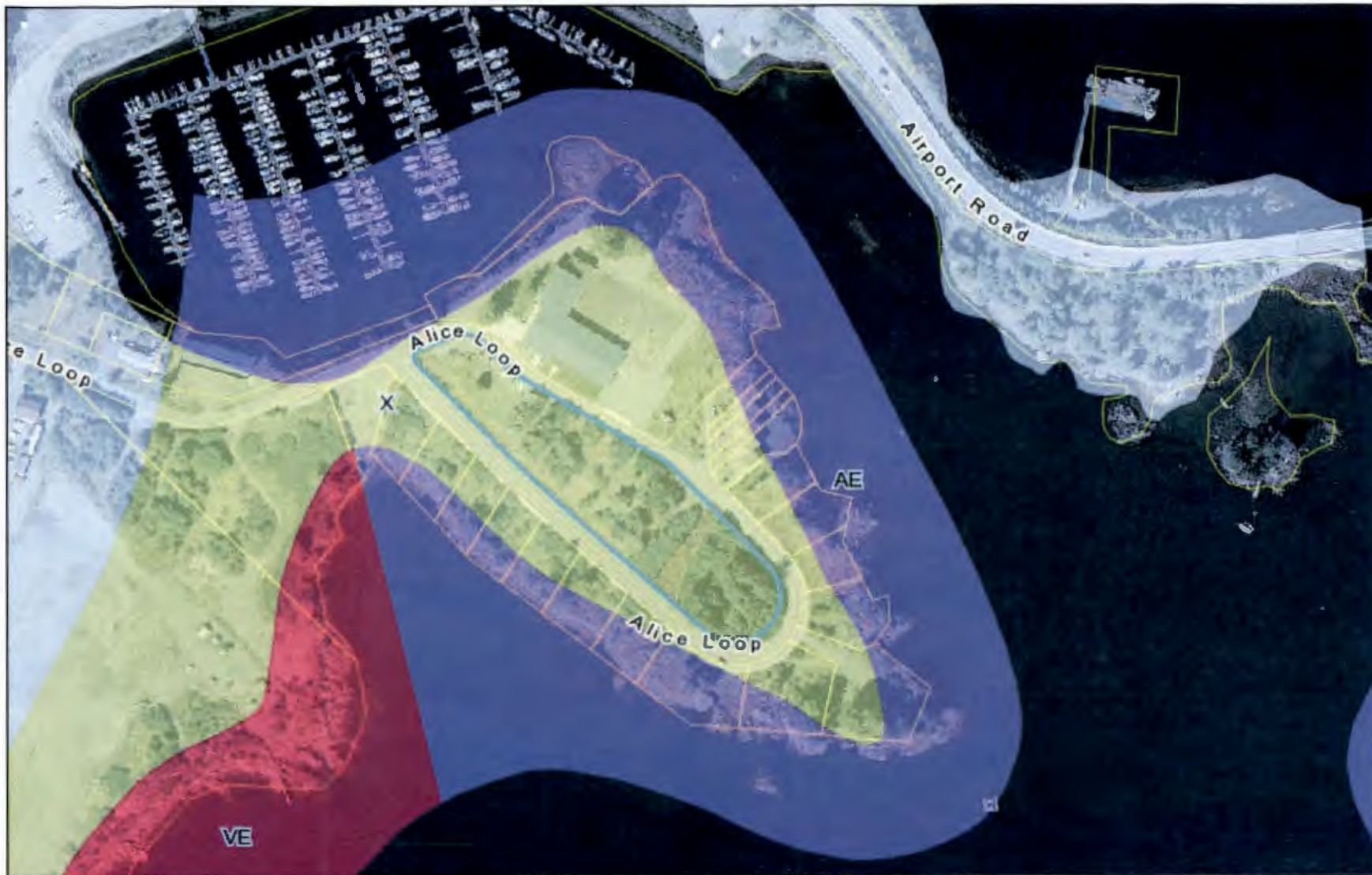
Printed 11/28/2016 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>

100 m
200 ft



MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

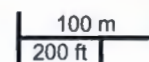
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City & Borough of Sitka, Alaska

Selected Parcel: 800 ALICE ID: 19012016

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**QUIT CLAIM DEED**

THE GRANTOR Shee Atika, Incorporated, a corporation organized under the laws of Alaska, 315 Lincoln Street, Suite 300, Sitka, Alaska 99835, does hereby convey and quitclaim to the GRANTEE Shee Atika Holdings Alice Island, LLC, a limited liability company organized under the laws of Alaska, 315 Lincoln Street, Suite 300, Sitka, Alaska 99835, the real estate including all improvements thereon (the "Property") situated in the Sitka Recording District, First Judicial District, State of Alaska and legally described as follows:

Lots 1 through 16 of the Ethel Staton Subdivision, according to the official plat thereof, filed under Plat Number 2007 - 23, recorded October 22, 2007 in the records of Sitka Recording District, First Judicial District, State of Alaska.

This conveyance is made for good and valuable consideration, receipt and sufficiency of which are hereby acknowledged. Without in any sense intending to alter the status of this instrument as a statutory quit claim deed under AS 34.15.040, the Property conveyed hereunder is expressly conveyed by Grantor and accepted by Grantee AS IS, WHERE IS, in its present condition and subject to all defects, known and unknown, and without any warranties of whatsoever nature, express or implied, it being the intention of Grantor and Grantee expressly to negate and exclude all warranties.

DATED this 5TH day of November 2007.

SHEE ATIKA HOLDINGS ALICE ISLAND, LLC

By:
Robert G. Loiselle, President/CEO

State of Alaska

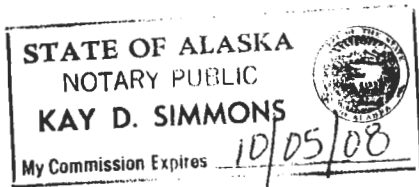
)

)ss.

First Judicial District

)

THIS IS TO CERTIFY that on this 5th day of November, 2007, before me, the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Robert G. Loiselle, the President/CEO of Shee Atika, Incorporated, a corporation organized and existing under the laws of the State of Alaska, to me known and known to me to be the President/CEO of said corporation, and acknowledged to me that he signed the foregoing instrument freely and voluntarily for and on behalf of said corporation by authority of its Board of Directors for the uses and purposes therein mentioned.



Notary Public
My Commission Expires: 10/05/08

Notary Public,

My Commission Expires: 10/05/08

647015

WHEN RECORDED,
RETURN TO:

Robert G. Loiselle
President/CEO
Shee Atika Holdings Alice Island, LLC
315 Lincoln Street, #300
Sitka, AK 99835



Parcel ID: 19000001
SHEE ATIKA HOLDINGS ALICE ISLAND
LL
(OLD MTLEDGE ELEM)
SHEE ATIKA HOLDINGS ALICE
ISLAND, LLC
315 LINCOLN ST, #300

Parcel ID: 19006000
BRYAN/GERALDINE JONES
JONES, BRYAN & GERALDINE
2821 LEEWARD PLACE
ANCHORAGE AK 99516

Parcel ID: 19012001
TRAVIS/PATTI HUDSON FAMILY
TRUST
HUDSON FAMILY TRUST, TRAVIS &
PATTI
701 ALICE LOOP
SITKA AK 99835

Parcel ID: 19012004
CHARLES/GRACE MORGAN/BROOKS
MORGAN, CHARLES & BROOKS,
GRACE
713 ALICE LOOP
SITKA AK 99835-9450

Parcel ID: 19012007
ATKINSON FAMILY TRUST
ATKINSON FAMILY TRUST
12800 CENTER COURT DR, STE 300
CERRITOS CA 90703

Parcel ID: 19012010
BARBARA/STEPHEN MORSE
MORSE, BARBARA/STEPHEN
314 TILSON ST
SITKA AK 99835

Parcel ID: 19012013
GERALD/MARY HELEM REVOCABLE
TRUST
HELEM REV. TRUST, GERALD & MARY
P.O. BOX 1811
SITKA AK 99835-1811

Parcel ID: 19012016
SHEE ATIKA HOLDINGS ALICE ISL LLC
SHEE ATIKA HOLDINGS ALICE
ISLAND, LLC
315 LINCOLN ST, #300
SITKA AK 99835

Parcel ID: 19002000
MARGARET STANFORD
STANFORD, MARGARET, SUSAN
663 ALICE LOOP
SITKA AK 99835

Parcel ID: 19008000
GORDON/EILEEN HARANG
HARANG, GORDON, S./EILEEN, K.
1517 SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 19012002
RUSSELL/LYNNE BRANDON
BRANDON, LYNNE & RUSSELL
705 ALICE LOOP
SITKA AK 99835

Parcel ID: 19012005
JAMES/JILL DANIELS
DANIELS, JAMES & JILL
P.O. BOX 707
PELICAN AK 99832-0707

Parcel ID: 19012008
SCOTT/JEAN SEATON
SEATON, SCOTT & JEAN
P.O. BOX 243
GARDINER MT 59030-0243

Parcel ID: 19012011
TRAVIS/JENNIFER PETERSON
PETERSON, TRAVIS & JENNIFER
P.O. BOX 2312
SITKA AK 99835-2312

Parcel ID: 19012014
CAPRICE/RONALD PRATT
PRATT, CAPRICE & RONALD
753 ALICE LOOP
SITKA AK 99835

Parcel ID: 19020000
SHEE ATIKA, INC.
SHEE ATIKA, INC.
315 LINCOLN ST, STE #300
SITKA AK 99835

Parcel ID: 19004000
SEATTLE BOX COMPANY
SEATTLE BOX COMPANY
23400 71ST PLACE SOUTH
KENT WA 98032-2994

Parcel ID: 19010000
SITKA MAKAI, LLC
SITKA MAKAI, LLC
107-A TOIVO CIRCLE
SITKA AK 99835

Parcel ID: 19012003
RICHARD/DEBORAH DOLAND
DOLAND, RICHARD & DEBORAH
P.O. BOX 1714
SITKA AK 99835-1714

Parcel ID: 19012006
ROBERT/KIMBERLY HUNTER
HUNTER, ROBERT & KIMBERLEY
721 ALICE LOOP
SITKA AK 99835-9450

Parcel ID: 19012009
TOBY/NORMAN CAMPBELL
CAMPBELL, TOBY & NORMAN
106 RANDS DR
SITKA AK 99835

Parcel ID: 19012012
PAUL HAAVIG
HAAVIG, PAUL
745 ALICE LOOP
SITKA AK 99835

Parcel ID: 19012015
ERIC/JYNAL RADZIUKINAS
RADZIUKINAS, ERIC & JYNAL
800 HALIBUT POINT RD, APT 1
SITKA AK 99835

Parcel ID: 19022000
SEALING COVE HEATED STORAGE,
LLC
SEALING COVE HEATED STORAGE,
LLC
107-A TOIVO CIR
SITKA AK 99835

P&Z Mailing
January 6, 2017

Parcel ID: 19000001
SHEE ATIKA HOLDINGS ALICE ISLAND
LL
(OLD MT. EDGE ELEM)
~~SHEE ATIKA HOLDINGS ALICE~~
ISLAND, LLC
315 LINCOLN ST, #300
SITKA AK 99835

Parcel ID: 19006000
BRYAN/GERALDINE JONES
JONES, BRYAN & GERALDINE
2821 LEEWARD PLACE
ANCHORAGE AK 99516

Parcel ID: 19012001
TRAVIS/PATTI HUDSON FAMILY
TRUST
HUDSON FAMILY TRUST, TRAVIS &
PATTI
701 ALICE LOOP
SITKA AK 99835

Parcel ID: 19012004
CHARLES/GRACE MORGAN/BROOKS
MORGAN, CHARLES & BROOKS,
GRACE
713 ALICE LOOP
SITKA AK 99835-9450

Parcel ID: 19012007
ATKINSON FAMILY TRUST
ATKINSON FAMILY TRUST
12800 CENTER COURT DR, STE 300
CERRITOS CA 90703

Parcel ID: 19012010
BARBARA/STEPHEN MORSE
MORSE, BARBARA/STEPHEN
314 TILSON ST
SITKA AK 99835

Parcel ID: 19012013
GERALD/MARY HELEM REVOCABLE
TRUST
HELEM REV. TRUST, GERALD & MARY
P.O. BOX 1811
SITKA AK 99835-1811

Parcel ID: 19012016
SHEE ATIKA HOLDINGS ALICE ISL LLC
SHEE ATIKA HOLDINGS ALICE
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315 LINCOLN ST, #300
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MARGARET STANFORD
STANFORD, MARGARET, SUSAN
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HARANG, GORDON, S./EILEEN, K.
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RUSSELL/LYNNE BRANDON
BRANDON, LYNNE & RUSSELL
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JAMES/JILL DANIELS
DANIELS, JAMES & JILL
P.O. BOX 707
PELICAN AK 99832-0707

Parcel ID: 19012008
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SEATON, SCOTT & JEAN
P.O. BOX 243
GARDINER MT 59030-0243

Parcel ID: 19012011
TRAVIS/JENNIFER PETERSON
PETERSON, TRAVIS & JENNIFER
P.O. BOX 2312
SITKA AK 99835-2312

Parcel ID: 19012014
CAPRICE/RONALD PRATT
PRATT, CAPRICE & RONALD
753 ALICE LOOP
SITKA AK 99835

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KENT WA 98032-2994

Parcel ID: 19010000
SITKA MAKAI, LLC
SITKA MAKAI, LLC
107-A TOIVO CIRCLE
SITKA AK 99835

Parcel ID: 19012003
RICHARD/DEBORAH DOLAND
DOLAND, RICHARD & DEBORAH
P.O. BOX 1714
SITKA AK 99835-1714

Parcel ID: 19012006
ROBERT/KIMBERLY HUNTER
HUNTER, ROBERT & KIMBERLEY
721 ALICE LOOP
SITKA AK 99835-9450

Parcel ID: 19012009
TOBY/NORMAN CAMPBELL
CAMPBELL, TOBY & NORMAN
106 RANDS DR
SITKA AK 99835

Parcel ID: 19012012
PAUL HAAVIG
HAAVIG, PAUL
745 ALICE LOOP
SITKA AK 99835

Parcel ID: 19012015
ERIC/JYNAL RADZIUKINAS
RADZIUKINAS, ERIC & JYNAL
800 HALIBUT POINT RD, APT 1
SITKA AK 99835

Parcel ID: 19022000
SEALING COVE HEATED STORAGE,
LLC
SEALING COVE HEATED STORAGE,
LLC
107-A TOIVO CIR
SITKA AK 99835

P&Z Mailing
December 9, 2016

CITY & BOROUGH OF SITKA
100 LINCOLN STREET
SITKA, AK 998357540

REPAID

Merchant ID: 000000002754907
Term ID: 04030014
409200114885

Phone Order

11/22/2016
00025480
it Counter
SHEE ATIKA

50.00

2.50

52.50

52.50

52.50

52.50

MC
XXXXXXXXXXXX9842
Entry Method: Manual
Apprvd: Online Batch#: 001036
11/22/16 10:41:15

CVV2 Code: M

Inv #: 000007 Appr Code: 022501

Total: \$ 52.50

I agree to pay above total
amount according to card issuer
agreement (Merchant agreement if
credit voucher)

16
CITY OF SITKA

Merchant Copy

INVOICE

CITY AND BOROUGH OF SITKA

100 LINCOLN STREET, SITKA ALASKA 99835

DATE: 11/21/16

To: Shree Atika

ACCOUNT # 100-300-320-3201.002
PLANNING & ZONING

Variance.....	
Conditional Use Permit.....	
Minor Subdivision.....	
Major Subdivision.....	50.00
Zoning Map Change.....	
Zoning Text Change.....	
Lot Merger.....	
Boundary Line Adjustment.....	
General Permit.....	
Appeal of Enforcement Action (Pending).....	
Other.....	
Sales Tax.....	2.50
TOTAL.....	52.50

Thank you



CITY AND BOROUGH OF SITKA

Legislation Details

File #: VAR 16-23 **Version:** 1 **Name:**
Type: Variances **Status:** AGENDA READY
File created: 12/1/2016 **In control:** Planning Commission
On agenda: 12/20/2016 **Final action:**
Title: Public hearing and consideration of a variance request for 220 Lakeview Drive. The variance is for the reduction in the side setback from 8 feet to 3 feet for the construction of a shed. The property is also known as Lot 2 Lakeview Glen Subdivision. The request is filed by Randy Hughey. The owners of record are Randy and Carol Hughey.

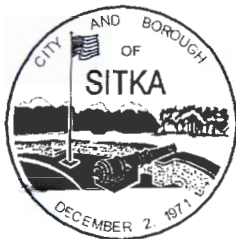
Sponsors:

Indexes:

Code sections:

Attachments: [Hughey 1.17.17](#)
[Hughey mailing 1.6.17](#)

Date	Ver.	Action By	Action	Result
12/20/2016	1	Planning Commission		



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

Date: November 30, 2016

From: PCDD Staff

To: Planning Commission

Re: V 16-23 Variance Request for Shed 220 Lakeview Drive

GENERAL INFORMATION

Applicant: Randy Hughey

Property Owner: Randy and Carol Hughey

Property Address: 220 Lakeview Drive

Legal Description: Lot 2 Lakeview Glen Subdivision

Parcel ID Number: 14240001

Size of Existing Lot: 20,988 square feet

Zoning: R-1

Existing Land Use: Residential

Utilities: Full city services

Access: Lakeview Drive

Surrounding Land Use: Residential, Recreational

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

ATTACHMENTS

Attachment A: Vicinity Map

Attachment B: Aerial Vicinity Map

Attachment C: Zoning Map

Attachment D: Flood Zone Map

Attachment E: Parcel Pictures

Attachment F: Subdivision Plat

Attachment G: Site Plan

Attachment H: Application

Providing for today...preparing for tomorrow

Attachment I: Mailing List
Attachment J: Proof of Payment
Attachment K: Proof of Ownership

BACKGROUND

Lakeview Glen Subdivision created these two legal lots in 1984. The lots fall within the greater Lakeview Heights Subdivision. Neighboring properties are residential in nature.

PROJECT DESCRIPTION

The variance request is for the reduction of side setback from 8 feet to 3 feet for the construction of a shed. This shed will replace existing nonconforming structures. Current structures encroach on the side property line.

ANALYSIS

Project / Site: 220 Lakeview Drive is comprised of two legal lots. The house is situated on the front lot, and the second lot currently acts as a back yard. A shed and a firewood storage structure are situated within setbacks on the second lot. The owners state that they may wish to build a residential structure on the rear lot in the future, so they wish to situate this shed in a way that would reserve space for a future house. The proposed shed is 10 feet by 24 feet.

Zone: R-1: Intent. This zone is intended to provide for primarily for single-family and duplex residences at moderate densities.¹ Accessory structures are permitted.

Traffic: No traffic impacts.

Parking: The property has two spaces as required for the single-family residence².

Noise: The shed is for storage and to replace existing nonconforming structures. No additional noise anticipated.

Public Health or Safety: Shed storage can help to shield hazardous items, such as power tools and motor oil, out of the reach of trespassing children.

Habitat: No concerns for habitat.

Property Value or Neighborhood Harmony: A new shed would be an improvement to the property.

Conformity with Comprehensive Plan: The proposed variance for the reduction of the side

¹ Section 22.16.040—R-1 District

² Section 22.20.100.G.1—Off-Street Parking Requirements

setback from 8 feet to 3 feet conforms to the Comprehensive Plan Section 2.4.1 which states, *"To guide the orderly and efficient use of private and public land in a manner which maintains a small-town atmosphere, encourages a rural lifestyle, recognizes the natural environment, and enhances the quality of life for present and future generations,"* by allowing for the construction of outdoor storage for a pre-existing home while minimizing impacts on adjacent properties.

FINDINGS³

D. Required Findings for Variances.

2. Required Findings for Minor Expansions, Small Structures, Fences, and Signs.
 - a. The municipality finds that the necessary threshold for granting this variance should be lower than thresholds for variances involving major structures or major expansions, *specifically, that the proposed shed is small in relation to the lot;*
 - b. The granting of the variance is not injurious to nearby properties or improvements, *specifically, that the proposed shed would replace nonconforming structures in the setbacks, moves the property toward conformity, and would be separated by the adjacent property by a fence;*
 - c. The granting of the variance furthers an appropriate use of the property, *specifically, that Table 22.16.016-1 lists accessory buildings, such as sheds, as permitted accessory uses in all zones.*

RECOMMENDATION

It is recommended that the Planning Commission adopt the staff's analysis and suggested findings, and grant the variance for the reduction of the side setback from 8 feet to 3 feet for the construction of a shed.

Recommended Motions: (two motions - read and voted upon separately)

- 1) I move to adopt and approve the required findings for minor expansions, small structures, fences, and signs as discussed in the staff report.
- 2) I move to approve a variance request for 220 Lakeview Drive. The variance is for the reduction of the side setback from 8 feet to 3 for the construction of a shed. The property is also known as Lot 2 Lakeview Glen Subdivision. The request is filed by Randy Hughey. The owners of record are Randy and Carol Hughey.

³ Section 22.30.160(D)(2)—Required Findings for Major Variances



Selected Parcel: 220 LAKEVIEW ID: 14240001

Printed 11/29/2016 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>



This map is for informational purposes only. It is not for appraisal of, description of, or conveyance of land. The City & Borough of Sitka, Alaska and MainStreetGIS, LLC assume no legal responsibility for the information contained herein.



City & Borough of Sitka, Alaska

Selected Parcel: 220 LAKEVIEW ID: 14240001

Printed 11/29/2016 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>

50 m
100 ft



MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

This map is for informational purposes only. It is not for appraisal of, description of, or conveyance of land. The City & Borough of Sitka, Alaska and MainStreetGIS, LLC assume no legal responsibility for the information contained herein.



Selected Parcel: 220 LAKEVIEW ID: 14240001



MainStreetGIS, LLC
www.mainstreetgis.com

This map is for informational purposes only. It is not for appraisal of, description of, or conveyance of land. The City & Borough of Sitka, Alaska and MainStreetGIS, LLC assume no legal responsibility for the information contained herein.











I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF SITKA PLATING BOARD, AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION NO. 24-25 (DATED Aug. 6, 1984) AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT EX OFFICIO RECORDER, SITKA, ALASKA

DATE _____
ATTEST _____

SEAL.

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN
HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVI-
SION REGULATIONS OF THE CITY AND BOROUGH OF SITKA,
AND THAT SAID PLAT HAS BEEN APPROVED BY THE
ASSEMBLY AS RECORDED IN MINUTE BOOK _____
PAGE _____ DATED _____
AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED
FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT
BY OFFICIAL RECORDER, SITKA, ALASKA

ATTES



OT 2
0.988 SF

LOT 50

① $R = 535.22$
 $\Delta = 6^{\circ} 20' 50''$
 $L = 59.29$
 $T = 29.68$
 $C = 59.26$

② $R = 535.22$
 $\Delta = 1^{\circ} 36' 20''$
 $L = 15.00$
 $T = 7.50$
 $C = 15.00$

STATE OF ALASKA)
1ST JUDICIAL DISTRICT) 55

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

Sitka Housing Inc.
AND THAT ACCORDING TO THE RECORDS IN MY
POSSESSION, I HAVE ASSESSED AGAINST SAID LANDS
IN FAVOR OF THE CITY AND BOROUGH OF SITKA ARE PAID
IN FULL, THAT CURRENT TAXES FOR THE YEAR 19 88...
WILL BE DUE ON OR BEFORE: July 31, 1988

DATED THIS 26 DAY OF September 19 84.
AT SITKA, ALASKA
Steve Rente
ASSESSOR CITY AND BOROUGH OF SITKA

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

SITKA HOUSING, INC.
AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL
1. D. 'S ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE
CITY AND BOROUGH OF SITKA ARE PAID IN FULL
DATED THIS 26th DAY SEPTEMBER, 1984.
John D. McCracken
FINANCIAL DIRECTOR, CITY AND BOROUGH OF SITKA

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

DATE: 9/24 REGISTRATION NO.: 3387-8
REGISTRATION CLASS: STUDENT

RECEIVED
Sittka
Sept. 26 84
10¹⁶ A
City & Euro
304 Lanes St.
Sittka, AK 99835

VICINITY MAP
SCALE: 1" = 1 MILE

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREIN AND THAT I HEREBY ASSIGN THIS SAID PROPERTY WITH MY FREE CONSENT AND OBLIGATE ALL PUBLIC SCHOOLS, ALLEYS, WALKS, PARKS, AND OPEN SPACES TO BE MADE OR DESIGNATE ME AS NOTED.

September 17, 1984

DATE 11/1/51 BY Sitka Housing, Inc.
BY Paul Director

(N)YF. STATE OF ARIZONA
STATE OF ALASKA
CITY AND BOROUGH OF NETCHA

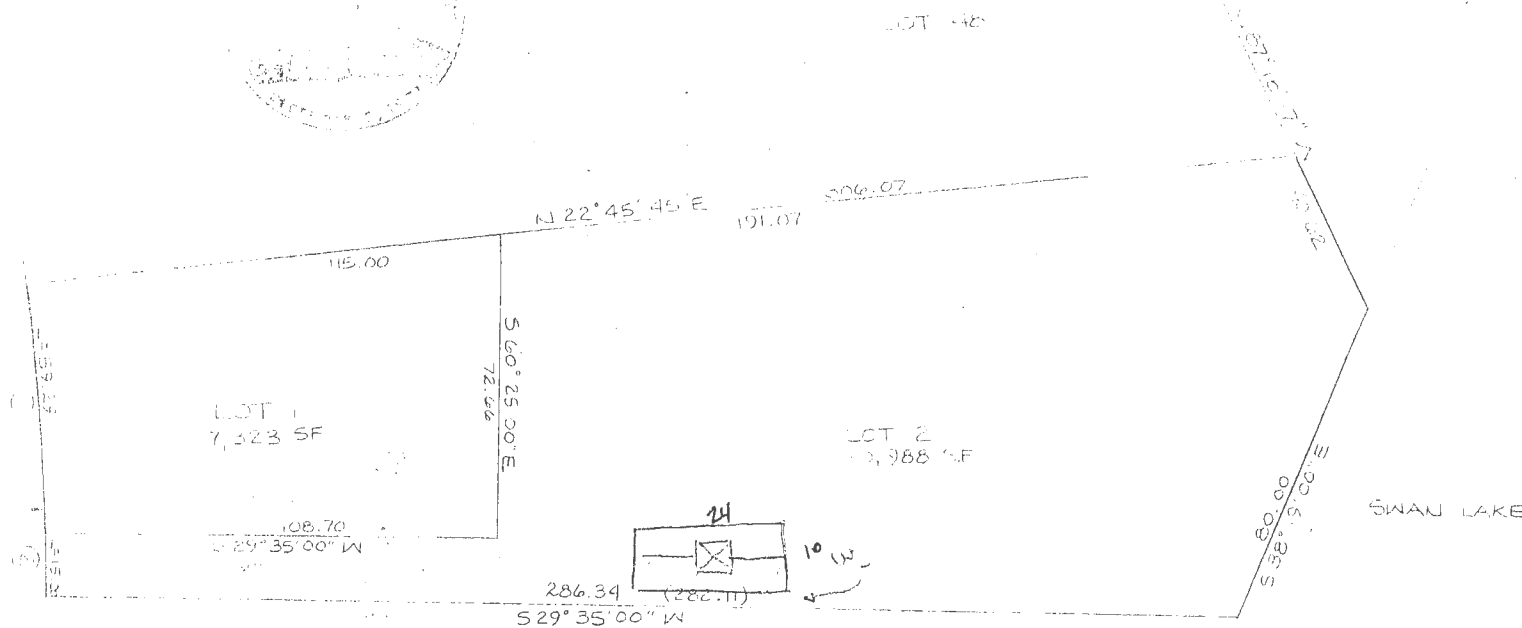
1946
I AM TO CERTIFY THAT THE DAY OF
IN THE NAME OF THE UNDEVELOPED A
MILITARY REPUBLIC IN AND OF THE STATE OF ALASKA ONLY
(COMMISSIONED AND COMRADES PERSONALLY MANAGED)
Frank Kopple
I AM KNOWN TO BE IDENTICAL INDIVIDUAL (S) INTENTIONALLY
AND WHO EXCLUDED THE WITHIN THAT AND
ACKNOWLEDGED TO THAT
I FULLY USE (NAME) FOR THE USES AND
PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARIAL SEAL THE DAY AND YEAR
IN THIS CERTIFICATE FIRST HEREIN WRITTEN
Michelle M. Doyle
NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA
MY COMMISSION EXPIRES: 1/16/07

A SUBDIVISION OF LOT 49 LAKEVIEW HEIGHTS SUBDIVISION	
SCALE 1"=30'	SEPT 1984
DESIGNED BY: RJM	
PREPARED FOR:	
SITKA HOUSING, INC. BOX 717 SITKA, AK 99835	

PLAT 84-28

84-28



② R = 535.22
Δ = 1° 36' 20"
L = 15.00
P = 7.50
C = 15.00

CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

[illegible]

VICINITY MAP

SCALE: 1" = 1 MILE

CERTIFICATE OF OWNERSHIP AND BENEFICIARIES

[illegible]

September 15, 1987

Stark-Hovington, Inc.

487. *Pinus*

THE NOTARY'S ACKNOWLEDGEMENT

$$\begin{aligned} & \left(\frac{\partial}{\partial t} + \frac{\partial}{\partial x} \right) \left(\frac{\partial}{\partial t} + \frac{\partial}{\partial x} \right) \left(\frac{\partial}{\partial t} + \frac{\partial}{\partial x} \right) \left(\frac{\partial}{\partial t} + \frac{\partial}{\partial x} \right) \left(\frac{\partial}{\partial t} + \frac{\partial}{\partial x} \right) \\ & \quad \times \left(\frac{\partial}{\partial t} + \frac{\partial}{\partial x} \right) \left(\frac{\partial}{\partial t} + \frac{\partial}{\partial x} \right) \left(\frac{\partial}{\partial t} + \frac{\partial}{\partial x} \right) \left(\frac{\partial}{\partial t} + \frac{\partial}{\partial x} \right) \left(\frac{\partial}{\partial t} + \frac{\partial}{\partial x} \right) \\ & \quad \times \left(\frac{\partial}{\partial t} + \frac{\partial}{\partial x} \right) \left(\frac{\partial}{\partial t} + \frac{\partial}{\partial x} \right) \left(\frac{\partial}{\partial t} + \frac{\partial}{\partial x} \right) \left(\frac{\partial}{\partial t} + \frac{\partial}{\partial x} \right) \left(\frac{\partial}{\partial t} + \frac{\partial}{\partial x} \right) \end{aligned}$$
[illegible]

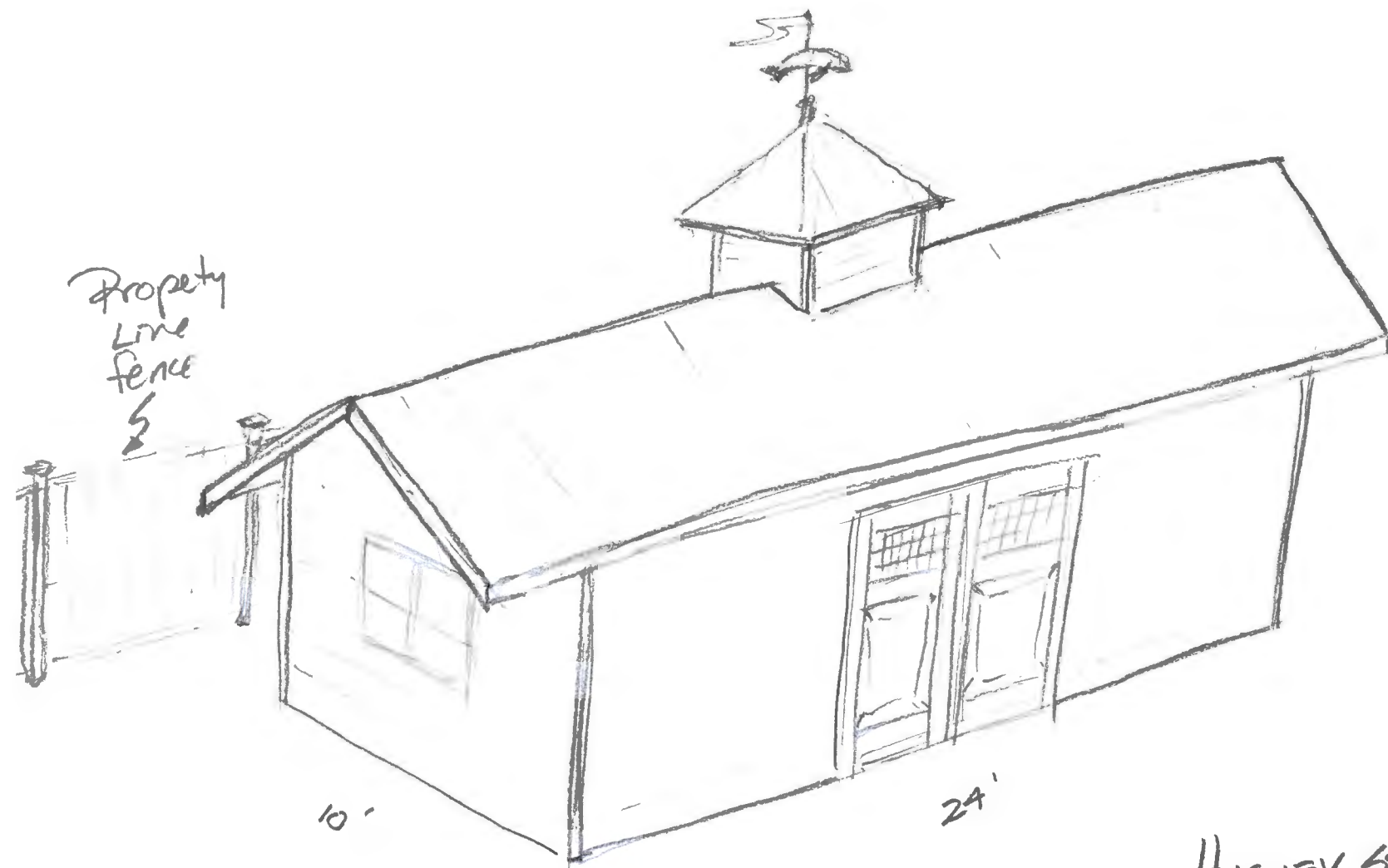
Frank Koppell

ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED
DATE 11-11-2011 BY 60322 UCBAW/STP

1/21/88

REC'D
Sitten
DATE: SEPT. 26 1964
TIME: 10:15 A.
Requested by: City & Co.
Address: 304 W. 4th St.
Sitten, Ark 77835

LAKEVIEW GLEN
SUPERVISOR



Property
Line
fence
⚡

10'

24'

HUGHEY STORAGE SHED

Samantha Pierson

From: Mark Buggins
Sent: Thursday, December 08, 2016 11:12 AM
To: Samantha Pierson
Subject: RE: P&Z in Your Neighborhood... December 20th Planning Commission agenda

Oh, I see. Guess we better get talking. Stonebreaker works on the slope and he had planned to go to the meeting. I think he is gone working now.

No issues w/ Randy's shed. That's on the other property line near his current wood shed. Randy builds nice stuff too...
mb

From: Samantha Pierson
Sent: Thursday, December 08, 2016 11:09 AM
To: Mark Buggins
Subject: RE: P&Z in Your Neighborhood... December 20th Planning Commission agenda

Julie pulled her item from the November agenda since some neighbors had concerns.

Sam

From: Mark Buggins
Sent: Thursday, December 08, 2016 11:08 AM
To: Samantha Pierson <samantha.pierson@cityofsitka.org>
Subject: RE: P&Z in Your Neighborhood... December 20th Planning Commission agenda

Thanks

I've not even heard how the meeting went on Julie's thing. They came to talk to us the afternoon before the meeting and I'd sent my comments in already and been visited by Ray Stonebreaker. I've been meaning to talk to Randy about it but being gone and sick I've not yet. I'll do that soon.

Thanks again.
mb

From: Samantha Pierson
Sent: Thursday, December 08, 2016 11:05 AM
To: Mark Buggins
Subject: RE: P&Z in Your Neighborhood... December 20th Planning Commission agenda

Mark,

Here is the proposed location of Hughey's shed. I have received no additional info from Julie other than the request to be placed on the December agenda.

Sam

From: Mark Buggins

Sent: Thursday, December 08, 2016 11:00 AM

To: Samantha Pierson <samantha.pierson@cityofsitka.org>

Subject: FW: P&Z in Your Neighborhood... December 20th Planning Commission agenda

Sam

Pls send a sketch of Hughey's shed

Any additional info etc on Julie's conditional use request at 227 Lakeview?

I was gone for 10 days over thanksgiving and then sick for a week so I am more out of it than normal.

Thx

mb

From: City of Sitka [<mailto:sitka@service.govdelivery.com>]

Sent: Thursday, December 08, 2016 10:47 AM

To: Mark Buggins

Subject: P&Z in Your Neighborhood... December 20th Planning Commission agenda



**Planning and Zoning In Your
Neighborhood.....**



CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT GENERAL APPLICATION FORM

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

APPLICATION FOR:

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

BRIEF DESCRIPTION OF REQUEST: Build a storage shed with a 3 foot
Side setback

PROPERTY INFORMATION:

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

CURRENT LAND USE(S): residence PROPOSED LAND USES (if changing): same

APPLICANT INFORMATION:

PROPERTY OWNER: Randy & Carol Hughey

PROPERTY OWNER ADDRESS: 220 Lakeview Dr.

STREET ADDRESS OF PROPERTY: same

APPLICANT'S NAME: Randy Hughey

MAILING ADDRESS: same

EMAIL ADDRESS: randywhughey@gmail.com DAYTIME PHONE: 738-2999

PROPERTY LEGAL DESCRIPTION:

plat 84-28

TAX ID: 14240001 LOT: _____ BLOCK: _____ TRACT: _____

SUBDIVISION: _____ US SURVEY: _____

OFFICE USE ONLY

COMPLETED APPLICATION		SITE PLAN	
NARRATIVE		CURRENT PLAT	
FEE		PARKING PLAN	

REQUIRED SUPPLEMENTAL INFORMATION:

For All Applications:

- ☐ Completed application form
- ☐ Narrative
- ☐ Site Plan showing all existing and proposed structures with dimensions and location of utilities
- ☐ Proof of filing fee payment
- ☐ Proof of ownership
- ☐ Copy of current plat

For Conditional Use Permit:

- ☐ Parking Plan
- ☐ Interior Layout

For Plat/Subdivision:

- ☐ Three (3) copies of concept plat
- ☐ Plat Certificate from a title company
- ☐ Topographic information
- ☐ Proof of Flagging

If Pertinent to Application:

- ☐ Landscape Plan
- ☐ Drainage and Utility Plan

CERTIFICATION:

I hereby certify that I am the owner of the property described above and that I desire a planning action in conformance with Sitka General Code and hereby state that all of the above statements are true. I certify that this application meets SCG requirements to the best of my knowledge, belief, and professional ability. I acknowledge that payment of the review fee is non-refundable, is to cover costs associated with the processing of this application, and does not ensure approval of the request. I understand that public notice will be mailed to neighboring property owners and published in the Daily Sitka Sentinel. I further authorize municipal staff to access the property to conduct site visits as necessary. I authorize the applicant listed on this application to conduct business on my behalf.

Owner



Nov. 26, 2016
Date

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

Applicant (If different than owner)

Date

Parcel ID: 14030000
KARL WOLFE
WOLFE, KARL, F.
213 LAKEVIEW DR
SITKA AK 99835

Parcel ID: 14035000
DENISE BLANKENSHIP
BLANKENSHIP, DENISE, M.
217 LAKEVIEW DR
SITKA AK 99835

Parcel ID: 14040000
ANITA VANDYCK
VANDYCK, ANITA, L.
P.O. BOX 1415
SITKA AK 99835-1415

Parcel ID: 14045000
CARLOS/CECILIA AGNE
AGNE, CARLOS, A./CECILIA, G.
P.O. BOX 2061
SITKA AK 99835-2061

Parcel ID: 14050000
TIMOTHY/LESLIE FULTON
FULTON, TIM, J. & LESLIE, A.
225 LAKEVIEW DR
SITKA AK 99835

Parcel ID: 14230000
ROBERT/COLLEEN DAHLQUIST
DAHLQUIST, ROBERT, M./COLLEEN, M.
224 LAKEVIEW DR.
SITKA AK 99835

Parcel ID: 14235000
MARK/SHERYLL BUGGINS
BUGGINS, MARK, E./SHERYLL, A.
222 LAKEVIEW DR
SITKA AK 99835

Parcel ID: 14240001
RANDY/CAROL HUGHEY
HUGHEY, RANDY, W./CAROL, A.
220 LAKEVIEW DR.
SITKA AK 99835

Parcel ID: 14245000
MARK/CYNTHIA BRADLEY
BRADLEY, MARK, D./CYNTHIA, I.
218 LAKEVIEW DR.
SITKA AK 99835

Parcel ID: 14250000
IDA ELIASON
ELIASON, IDA, M.
216 LAKEVIEW DR
SITKA AK 99835

Parcel ID: 14480000
CITY & BOROUGH OF SITKA
MOLLER PARK
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 17374000
CITY & BOROUGH OF SITKA
SWAN LAKE
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

INVOICE

CITY AND BOROUGH OF SITKA

100 LINCOLN STREET, SITKA ALASKA 99835

DATE: 11/28/16

To: Randy Hughey

ACCOUNT # 100-300-320-3201.002
PLANNING & ZONING

Variance.....	75.00
Conditional Use Permit.....	
Minor Subdivision.....	
Major Subdivision.....	
Zoning Map Change.....	
Zoning Text Change.....	
Lot Merger.....	
Boundary Line Adjustment.....	
General Permit.....	
Appeal of Enforcement Action (Pending).....	
Other.....	
Sales Tax.....	3.75
TOTAL.....	78.75

Thank you

PAID

NOV 28 2016

CITY & BOROUGH OF SITKA

SOUTHEASTERN TITLE AGENCY, INC.
P.O. BOX 1223 210 LAKE STREET
SITKA, ALASKA 99835
ORDER NO. 91-S-1375

FILED FOR RECORD AT REQUEST OF

BOOK 92 PAGE 578
Sitka Recording District

WHEN RECORDED RETURN TO

Name RETURN TO:
SOUTHEASTERN TITLE AGENCY, INC.
Address P.O. BOX 1223 210 LAKE STREET
SITKA, ALASKA 99835
City, State, Zip _____

THIS SPACE PROVIDED FOR RECORDER'S USE:

91-0387

1500

RECORDED-FILED
SITKA REC.
DISTRICT

MAR 21 11 50 AM '91

REQUESTED BY STAT
ADDRESS SITKA

Statutory Warranty Deed

THE GRANTOR FRED R. GEESLIN, C/O 120 KATHIAN STREET, SITKA 99835, PIONEERS HOME

for and in consideration of TEN AND NO/100 DOLLARS (\$10.00)

in hand paid, conveys and warrants to RANDY HUGHEY AND CAROL HUGHEY, HUSBAND AND WIFE, 220 LAKEVIEW DRIVE, SITKA, ALASKA 99835

the following described real estate, situated in the SITKA Recording District, FIRST Judicial District, State of Alaska:

LOT TWO (2), LAKEVIEW GLEN SUBDIVISION, ACCORDING TO THE PLAT THEREOF
FILED SEPTEMBER 26, 1984 AS PLAT NO. 84-28. SITKA RECORDING DISTRICT,
FIRST JUDICIAL DISTRICT, STATE OF ALASKA.

Dated March 21st, 19 91

X Fred R. Geeslin

FRED R. GEESLIN

ACKNOWLEDGEMENT

STATE OF ALASKA

CITY OF SITKA

THIS CERTIFIES that on this 21st day of March, 19 91
before me, the undersigned, a Notary Public in and for the State of Alaska, personally appeared FRED R. GEESLIN
to me known and known to me to be the person(s) named as grantor(s) in the foregoing deed and
HIS (individually) acknowledged to me that HE executed the same freely and
voluntarily for the uses and purposes therein mentioned.

WITNESS my hand and official seal the day and year in this certificate first above written.

Sharon Kennedy
Notary Public for Alaska.

My commission expires: 2-22-95

Parcel ID: 14030000
KARL WOLFE
WOLFE, KARL, F.
213 LAKEVIEW DR
SITKA AK 99835

Parcel ID: 14035000
DENISE BLANKENSHIP
BLANKENSHIP, DENISE, M.
217 LAKEVIEW DR
SITKA AK 99835

Parcel ID: 14040000
ANITA VANDYCK
VANDYCK, ANITA, L.
P.O. BOX 1415
SITKA AK 99835-1415

Parcel ID: 14045000
CARLOS/CECILIA AGNE
AGNE, CARLOS, A./CECILIA, G.
P.O. BOX 2061
SITKA AK 99835-2061

Parcel ID: 14050000
TIMOTHY/LESLIE FULTON
FULTON, TIM, J. & LESLIE, A.
225 LAKEVIEW DR
SITKA AK 99835

Parcel ID: 14230000
ROBERT/COLLEEN DAHLQUIST
DAHLQUIST, ROBERT, M./COLLEEN, M.
224 LAKEVIEW DR.
SITKA AK 99835

Parcel ID: 14235000
MARK/SHERYLL BUGGINS
BUGGINS, MARK, E./SHERYLL, A.
222 LAKEVIEW DR
SITKA AK 99835

Parcel ID: 14240001
RANDY/CAROL HUGHEY
HUGHEY, RANDY, W./CAROL, A.
220 LAKEVIEW DR.
SITKA AK 99835

Parcel ID: 14245000
MARK/CYNTHIA BRADLEY
BRADLEY, MARK, D./CYNTHIA, I.
218 LAKEVIEW DR.
SITKA AK 99835

Parcel ID: 14250000
IDA ELIASON
ELIASON, IDA, M.
216 LAKEVIEW DR.
SITKA AK 99835

Parcel ID: 14480000
CITY & BOROUGH OF SITKA
MOLLER PARK
~~C/B OF SITKA~~
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 17374000
CITY & BOROUGH OF SITKA
~~SWAN LAKE~~
~~C/B OF SITKA~~
100 LINCOLN ST
SITKA AK 99835

P&Z Mailing
January 6, 2017



CITY AND BOROUGH OF SITKA

Legislation Details

File #: VAR 16-25 **Version:** 1 **Name:**

Type: Variances **Status:** AGENDA READY

File created: 12/23/2016 **In control:** Planning Commission

On agenda: 1/17/2017 **Final action:**

Title: Public hearing and consideration of a variance request for 205 Crabapple Drive. The request is for the reduction of the front setback from 20 feet to 16 feet, and the reduction of the side setback from 8 feet to 6 feet for the expansion of a house. The property is also known as Lot 23 Lakeview Heights Subdivision. The request is filed by Aaron and Emily Routon. The owners of record are Aaron and Emily Routon.

Sponsors:

Indexes:

Code sections:

Attachments: [Routon 1.17.17](#)

Date	Ver.	Action By	Action	Result
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City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

Date: December 30, 2016

From: PCDD Staff

To: Planning Commission

Re: V 16-25 Variance Request for Expansion of House at 205 Crabapple Drive

GENERAL INFORMATION

Applicant	Aaron and Emily Routon
Property Owner:	Aaron and Emily Routon
Property Address:	205 Crabapple Drive
Legal Description:	Lot 23 Lakeview Heights Subdivision
Parcel ID Number:	14110000
Size of Existing Lot:	9126 square feet
Zoning:	R-1
Existing Land Use:	Residential
Utilities:	Full city services
Access:	Crabapple Drive to Halibut Point Road
Surrounding Land Use:	Residential

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

ATTACHMENTS

Attachment A: Vicinity Map
Attachment B: Aerial Vicinity Map
Attachment C: Zoning Map
Attachment D: Flood Zone Map
Attachment E: Parcel Pictures
Attachment F: Subdivision Plat
Attachment G: Site Plan
Attachment H: Application

Providing for today...preparing for tomorrow

Attachment I: Mailing List
Attachment J: Proof of Payment
Attachment K: Proof of Ownership

BACKGROUND

Lakeview Heights Subdivision was recorded in 1984, resulting in the creation of this lot. The property currently includes a single-family residence. Surrounding lots are residential in use.

PROJECT DESCRIPTION

The variance request is for the reduction of the front setback from 20 feet to 16 feet, and the side from 8 feet to 6 feet for the expansion of an existing single-family residential structure. Setbacks are measured from property lines to eaves, gutters, and drip lines. The side setback could have been granted as an administrative variance, but staff wanted to submit the full picture to the commission.

The applicant proposes to build a single-story 53 foot by 18.5 foot expansion to an existing house. The proposed addition would add a single-stall garage, a bonus room, and two bathrooms to the home. The existing house is approximately 25 feet by 46 feet. The addition would result in a 31.5% lot coverage, which is less than the 35% maximum.

ANALYSIS

Project / Site: The lot is primarily flat. The property is small and constrained by two front setbacks. While this property is approximately 1000 square feet above the minimum lot size. A house and attached carport exist on the property.

The project is required to go before the Historic Preservation Commission.

Zone: R-1: Intent. This zone is intended to provide for primarily for single-family and duplex residences at moderate densities.¹

Traffic: The proposal does not include a change in use. No change in traffic expected.

Parking: The property has the two required parking spaces for a single-family residence.

Noise: Land use will not change. No increased noise expected.

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

Habitat: No concerns for habitat.

¹ Section 22.16.040—R-1 District

Property Value or Neighborhood Harmony: The expansion of an existing home would be an improvement to the property and neighborhood.

Conformity with Comprehensive Plan: The proposed variance for the reduction of the front setback from 20 feet to 16 feet and the side setback from 8 feet to 6 feet for the expansion of an existing house conforms to the Comprehensive Plan Section 2.4.1 which states, *“To guide the orderly and efficient use of private and public land in a manner which maintains a small-town atmosphere, encourages a rural lifestyle, recognizes the natural environment, and enhances the quality of life for present and future generations,”* by allowing for the economically feasible development of an expansion of a residential structure while minimizing impacts on the right-of-way and adjacent properties.

FINDINGS²

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, that the house is already in place, and any addition must be situated around the existing structure;*
- 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 economically expand an existing home;*
- 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, that the proposed setback reduction is minimal;* and
- d) That the granting of such will not adversely affect the Comprehensive Plan: *specifically, the variance is in line with Comprehensive Plan Section 2.4.1 which states, “To guide the orderly and efficient use of private and public land in a manner which maintains a small-town atmosphere, encourages a rural lifestyle, recognizes the natural environment, and enhances the quality of life for present and future generations,” by allowing for the economically feasible development of an expansion of a residential structure while minimizing impacts on the right-of-way and adjacent properties.*

RECOMMENDATION

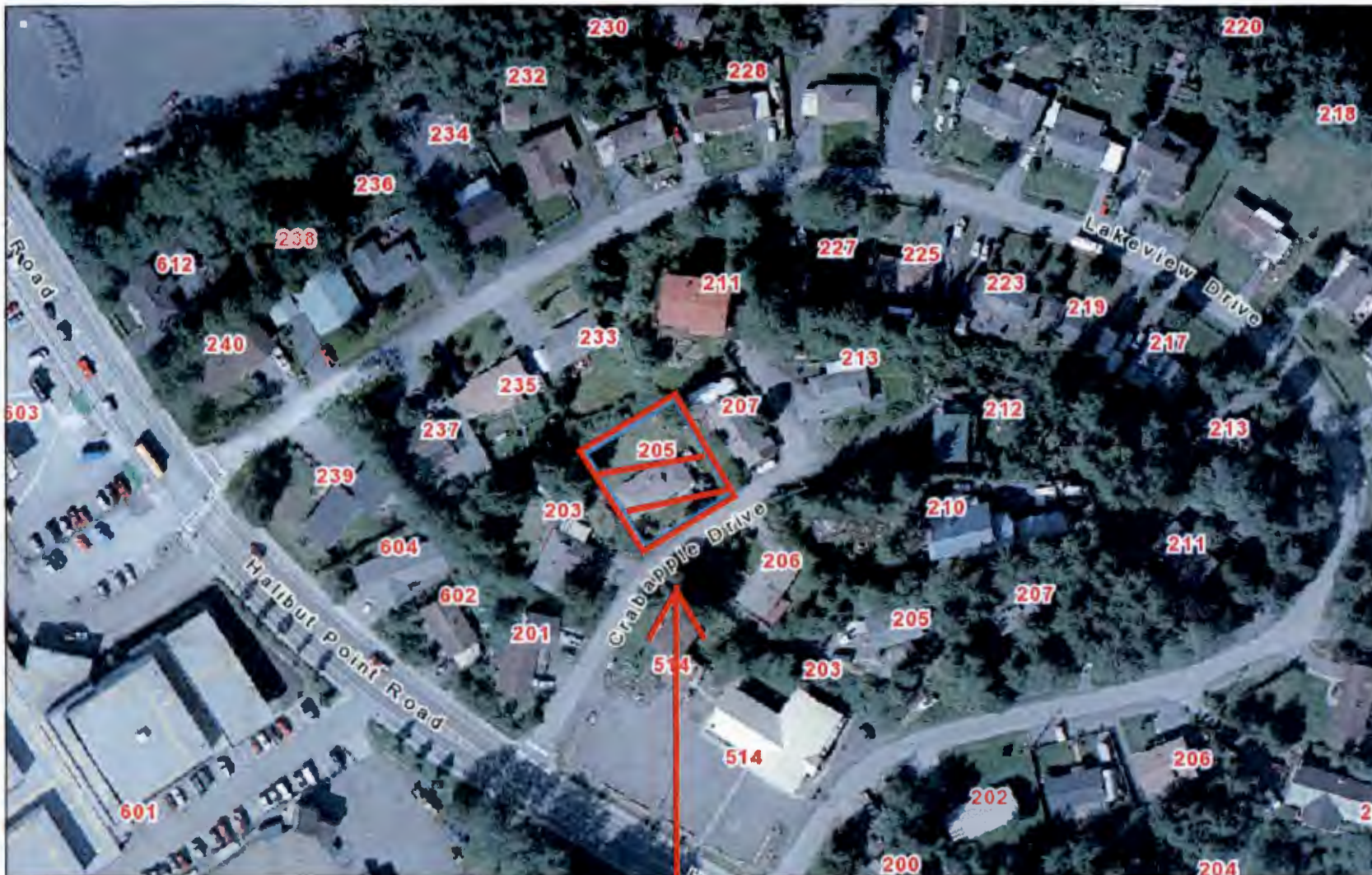
It is recommended that the Planning Commission adopt the staff’s analysis and suggested findings, and grant the variance for the reduction of the front setback from 20 feet to 16 feet

² Section 22.30.160(D)(1)—Required Findings for Major Variances

and the side setback from 8 feet to 6 feet for the expansion of an existing house.

Recommended Motions: (two motions - read and voted upon separately)

- 1) I move to adopt and approve the required findings for major structures or expansions as discussed in the staff report.
- 2) I move to approve a variance request for 205 Crabapple Drive. The variance is for the reduction of the front setback from 20 feet to 10 feet and the side setback from 8 feet to 6 feet for the expansion of an existing house. The property is also known as Lot 23 Lakeview Heights Subdivision. The request is filed by Aaron and Emily Routon. The owners of record are Aaron and Emily Routon.



City & Borough of Sitka, Alaska

Selected Parcel: 205 CRABAPPLE ID: 14110000

Printed 12/19/2016 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>

50 m
100 ft



MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

This map is for informational purposes only. It is not for appraisal of, description of, or conveyance of land. The City & Borough of Sitka, Alaska and MainStreetGIS, LLC assume no legal responsibility for the information contained herein.



City & Borough of Sitka, Alaska

Selected Parcel: 205 CRABAPPLE ID: 14110000

Printed 12/19/2016 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>

50 m
100 ft



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City & Borough of Sitka, Alaska

Selected Parcel: 205 CRABAPPLE ID: 14110000

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50 m
100 ft



MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

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Scale 1"=100' 84-38



Plot plan 1 " = 20 ft



GENERAL NOTES:

TO THE BEST OF MY KNOWLEDGE THESE PLANS ARE DRAWN TO COMPLY WITH OWNERS/ BUILDERS SPECIFICATIONS. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND INCLUDED DRAWING. DRAFTSMAN/DESIGNER IS NOT LIABLE FOR ERRORS ONCE CONSTRUCTIONS HAS BEGUN. WHILE EVERY EFFORT HAS BEEN MADE IN THE PREPARATION OF THIS PLAN TO AVOID MISTAKES, THE MAKER CAN NOT GUARANTEE AGAINST HUMAN ERROR. THE CONTRACTOR OF THE JOB MUST CHECK ALL DIMENSIONS AND OTHER DETAILS PRIOR TO CONSTRUCTION AND BE SOLELY RESPONSIBLE THEREAFTER. ANY AND ALL REQUIRED/NECESSARY ENGINEERING WILL BE DONE BY A LICENSED STRUCTURAL ENGINEER AT THE OWNERS/BUILDERS EXPENSE.

ALL CONSTRUCTION TO BE DONE IN ACCORDANCE WITH THE MOST CURRENT ISSUE OF THE FOLLOWING CODES. THE SITKA GENERAL CODE AND THE 2006 INTERNATIONAL RESIDENTIAL CODE.

DRAWINGS ARE FOR REFERENCE ONLY. THE CONTRACTOR IS RESPONSIBLE FOR AND IN CHARGE OF MEANS, METHODS, AND SEQUENCES OF CONSTRUCTION, SAFETY ISSUES AND FULFILLING THE APPLICABLE CODE REQUIREMENTS.

EACH BEDROOM TO HAVE A MINIMUM WINDOW OPENING OF 5.7 SQ. FT. WITH A MINIMUM WIDTH OF 20 IN. AND A SILL LESS THAN 44" ABOVE FIN. FLR.

ALL GLAZING WITHIN 18 IN. OF THE FLOOR AND/OR WITHIN 24 IN. OF ANY DOOR (REGARDLESS OF WALL PLANE) ARE TO HAVE SAFETY GLAZING. ALL GLAZING WITHIN 60 IN. OF TUB OR SHOWER FLOOR, 60 IN. OF A STAIR LANDING OR GREATER THAN 9 SQUARE FEET ARE TO HAVE SAFETY GLAZING

ALL TUB AND SHOWER ENCLOSURES ARE TO BE GLAZED WITH SAFETY GLASS.

ALL EXTERIOR WINDOWS ARE TO BE DOUBLE GLAZED AND ALL EXTERIOR DOORS ARE TO BE SOLID CORE WITH WEATHERSTRIPPING. PROVIDE 1/2 IN. DEADBOLT LOCKS ON ALL EXTERIOR DOORS, AND LOCKING DEVICES ON ALL DOORS AND WINDOWS WITHIN 10 FT. (VERTICAL) OF GRADE. PROVIDE PEEPHOLE 54-66 IN. ABOVE FIN. FLOOR ON EXTERIOR ENTRY DOORS.

PROVIDE ONE SMOKE DETECTOR IN EACH ROOM AND ONE IN EACH CORRIDOR ACCESSING BEDROOMS. CONNECT SMOKE DETECTORS TO HOUSE POWER AND INTER-CONNECT SMOKE DETECTORS TO HOUSE POWER AND INTERCONNECT SO THAT, WHEN ANY ONE IS TRIPPED, THEY ALL WILL SOUND. PROVIDE BATTERY BACKUP FOR ALL UNITS.

PROVIDE COMBUSTION AIR VENTS (W/SCREEN AND BACK DAMPER) FOR GAS FIRE-PLACE AND ANY OTHER APPLIANCES WITH AN OPEN FLAME.

BATHROOMS AND UTILITY ROOMS ARE TO BE VENTED TO THE OUTSIDE WITH A FAN CAPABLE OF PRODUCING A MINIMUM OF 5 AIR EXCHANGES PER HOUR.

RANGE HOODS ARE ALSO TO BE VENTED TO THE OUTSIDE.

ELECTRICAL RECEPTACLES IN BATHROOMS, KITCHENS AND GARAGES SHALL BE G.F.I. OR G.F.I.C. PER NATIONAL ELECTRICAL CODE REQUIREMENTS.

ALL APPLIANCES TO BE INSTALLED PER MANUFACTURERS INSTRUCTIONS

EGRESS WINDOWS TO HAVE MINIMUM NET CLEAR WIDTH AND HEIGHT OF 20"x24" RESPECTIVELY AND A NET CLEAR AREA OF 5.7 SQ.FT. ALL EGRESS WINDOWS TO HAVE A MINIMUM SILL HEIGHT OF 44" ABOVE FINISHED FLOOR.

ALL RECESSED LIGHTS IN INSULATED CEILINGS TO HAVE THE I.C. LABEL.

REVISION TABLE	
REVISION NO.	REVISION BY / DESCRIPTION

DRAWINGS PROVIDED BY:

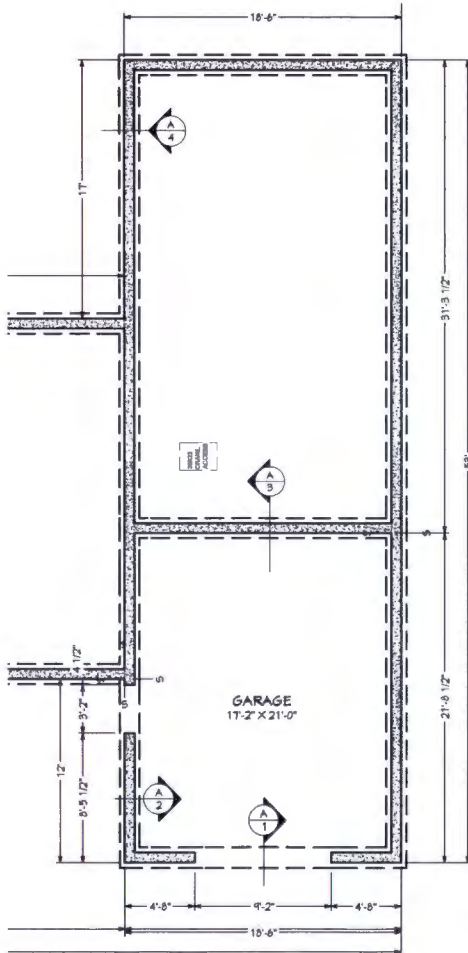
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12/13/16

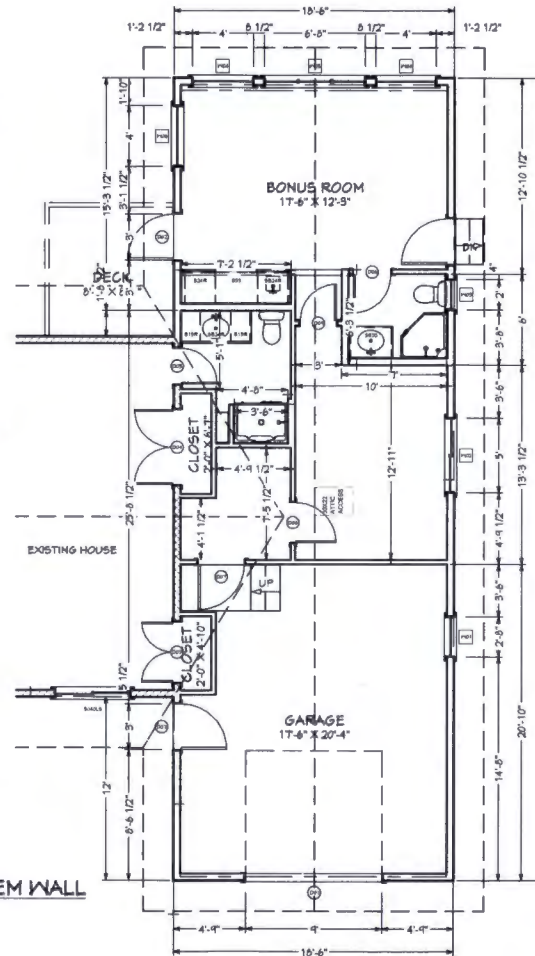
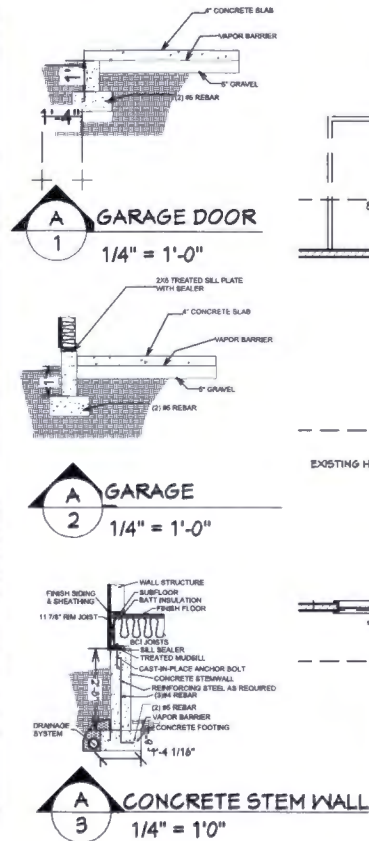
SCALE:

SHEET:

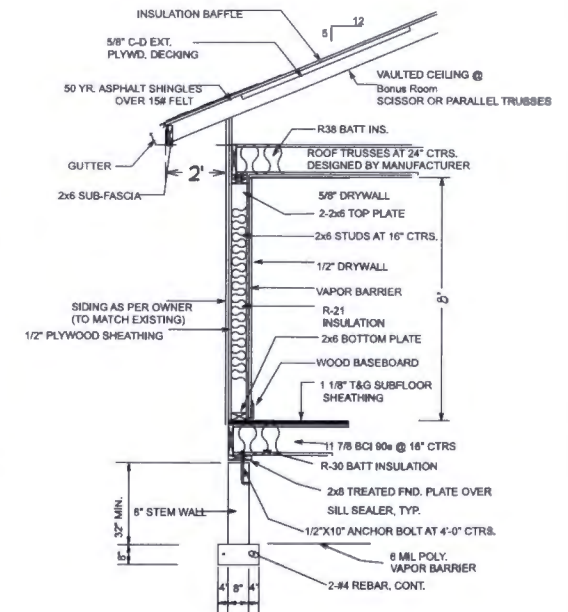
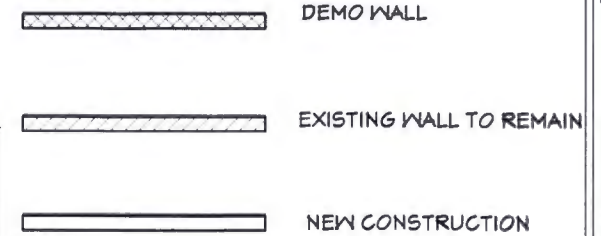
P-1



Foundation 1/8" = 1 ft



1st Floor 1/8" = 1 ft



REVISION	DATE	BY	CHKD
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

DRAWINGS PROVIDED BY:

DATE:

12/13/16

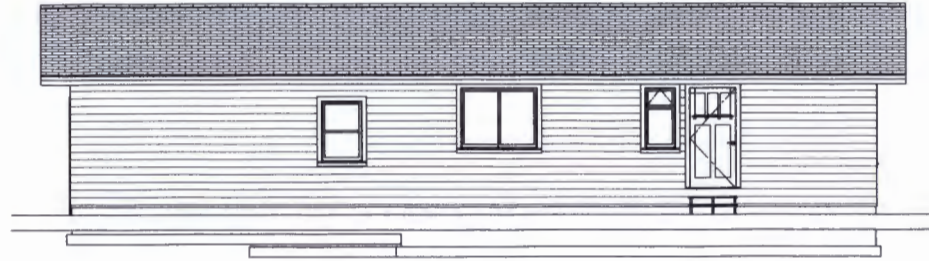
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SHEET:

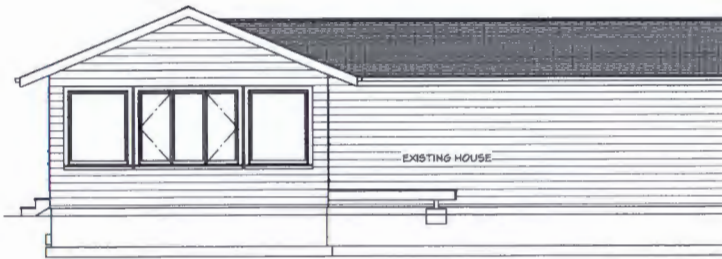
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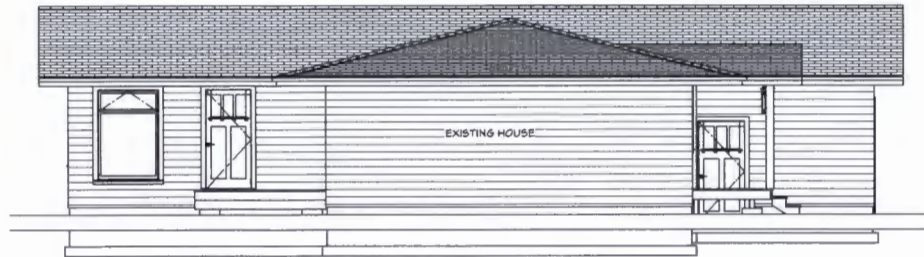
Exterior Elevation Front



Exterior Elevation Right



Exterior Elevation Back



Exterior Elevation Left

REVISIONS
DATE: 12/13/16
BY: [Signature]
PROJECT: [Project Name]

DRAWINGS PROVIDED BY:

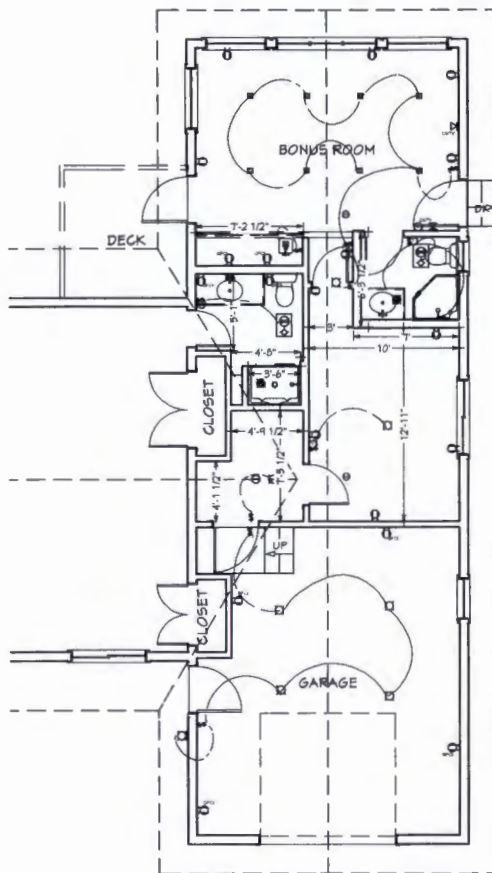
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12/13/16

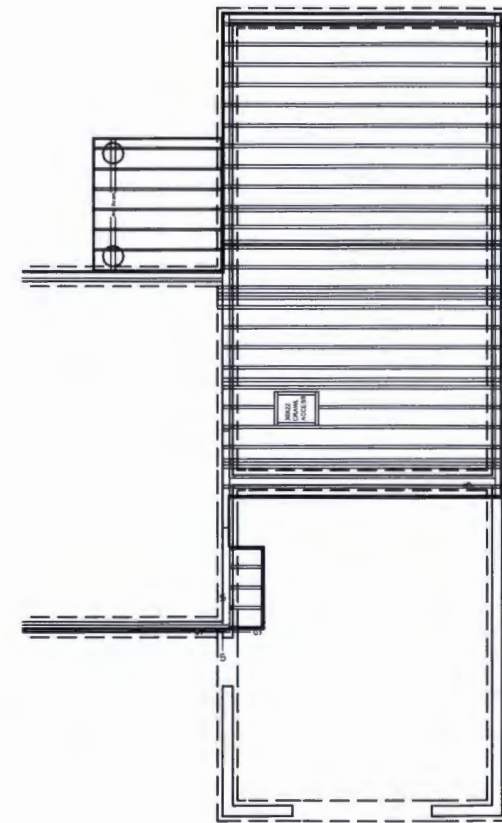
SCALE:

SHEET:

3



ELECTRICAL - DATA - AUDIO LEGEND	
SYMBOL	DESCRIPTION
	Ventilation Fans: Ceiling Mounted
	Ceiling Mounted Light Fixtures: Surface/Pendant, Recessed, Vapor
	Wall Mounted Light Fixtures: Flush Mounted, Wall Sconce
	240V Receptacle
	110V Receptacles: Duplex, GFCI
	Switches: Single Pole, 3-Way, 4-Way
	Switches: Dimmer, Timer
	Wall Jacks: CAT5 + TV
	Thermostat
	Smoke Detectors: Ceiling Mounted



Floor Framing
Details in Wall Detail A4

ADDITION ELECTRICAL PLAN 1/8" = 1 ft

DATE: 12/13/16
SCALE: 1/8" = 1 ft
SHEET: 4

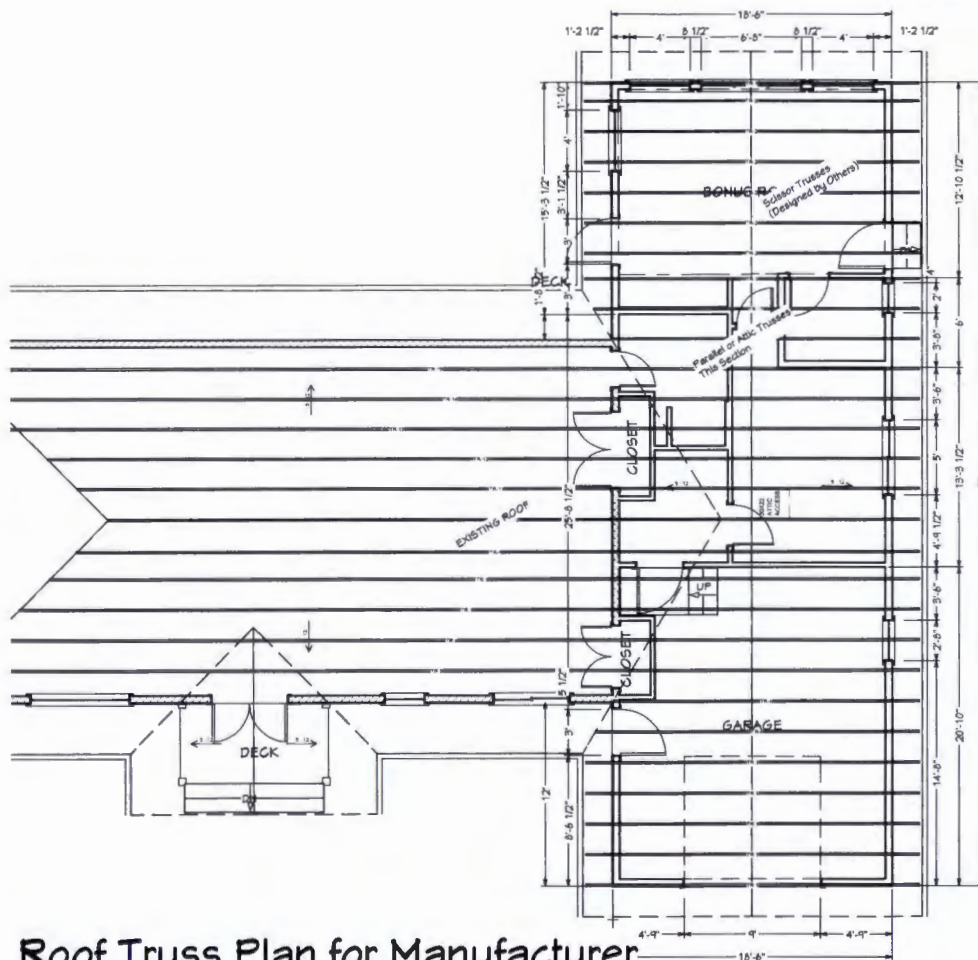
DRAWINGS PROVIDED BY:

DATE:

12/13/16

SCALE:

SHEET:



Roof Truss Plan for Manufacturer
Reference Only - Design by Manufacturer
1/8" = 1 ft

WINDOW SCHEDULE							
NUMBER	QTY	SIZE	WIDTH	HEIGHT	EGRESS	DESCRIPTION	COMMENTS
W01	1	2840SH	32"	48"		SINGLE HUNG	
W02	1	5040RS	60"	48"	YES	RIGHT SLIDING	
W03	1	2040FA	24"	48"		DOUBLE AWNING-T	
W04	2	4050FX	48"	60"		FIXED GLASS	
W05	1	6850TC	80"	60"		TRIPLE CASEMNT-LHL/RHR	
W06	1	4060FA	48"	72"		DOUBLE AWNING-T	

DOOR SCHEDULE					
NUMBER	QTY	SIZE	WIDTH	HEIGHT	COMMENTS
D01	1	9080	108"	96"	
D02	2	3068 L EX	36"	80"	
D03	1	4068 L/R IN	48"	80"	
D04	1	5068 L/R IN	60"	80"	
D05	1	2468 R IN	28"	80"	
D06	1	2668 R IN	30"	80"	
D07	2	3068 R EX	36"	80"	
D08	1	2868 R IN	32"	80"	
D09	1	2468 R IN	28 1/2"	80"	





CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT GENERAL APPLICATION FORM

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

APPLICATION FOR:

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

BRIEF DESCRIPTION OF REQUEST: side property to 6' at front
set back 16'

PROPERTY INFORMATION:

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

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

APPLICANT INFORMATION:

PROPERTY OWNER: Aaron Routon

PROPERTY OWNER ADDRESS: 205 crabapple Dr.

STREET ADDRESS OF PROPERTY: 205 crabapple Dr.

APPLICANT'S NAME: Aaron Routon or Emily Routon

MAILING ADDRESS: 205 crabapple Dr.

EMAIL ADDRESS: aaroncrouton@gmail.com DAYTIME PHONE: (907) 738-2215

PROPERTY LEGAL DESCRIPTION:

TAX ID: _____ LOT: _____ BLOCK: _____ TRACT: _____

SUBDIVISION: _____ US SURVEY: _____

OFFICE USE ONLY

COMPLETED APPLICATION		SITE PLAN	
NARRATIVE		CURRENT PLAT	
FEE		PARKING PLAN	

REQUIRED SUPPLEMENTAL INFORMATION:

For All Applications:

- ☐ Completed application form
- ☐ Narrative
- ☐ Site Plan showing all existing and proposed structures with dimensions and location of utilities
- ☐ Proof of filing fee payment
- ☐ Proof of ownership
- ☐ Copy of current plat

For Conditional Use Permit:

- ☐ Parking Plan
- ☐ Interior Layout

For Plat/Subdivision:

- ☐ Three (3) copies of concept plat
- ☐ Plat Certificate from a title company
- ☐ Topographic information
- ☐ Proof of Flagging


If Pertinent to Application:

- ☐ Landscape Plan
- ☐ Drainage and Utility Plan

CERTIFICATION:

I hereby certify that I am the owner of the property described above and that I desire a planning action in conformance with Sitka General Code and hereby state that all of the above statements are true. I certify that this application meets SCG requirements to the best of my knowledge, belief, and professional ability. I acknowledge that payment of the review fee is non-refundable, is to cover costs associated with the processing of this application, and does not ensure approval of the request. I understand that public notice will be mailed to neighboring property owners and published in the Daily Sitka Sentinel. I further authorize municipal staff to access the property to conduct site visits as necessary. I authorize the applicant listed on this application to conduct business on my behalf.

Owner



Date

12-16-16

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

Applicant (If different than owner)

Date

Parcel ID: 14055000
JULIE SIMPSON
SIMPSON, JULIE, A.
227 LAKEVIEW DR
SITKA AK 99835

Parcel ID: 14060000
LINDA LITTEN
LITTEN, LINDA, K.
2774 OLD MILTON HWY
WALLA WALLA WA 99362-7153

Parcel ID: 14070000
GRIGORIJUS/ALDO BEKERIS/BEKER
BEKERIS, GRIGORIJUS/BEKER,
ALDONA
233 LAKEVIEW DR
SITKA AK 99835

Parcel ID: 14075000
ROBERT MILLER
MILLER, ROBERT, J.
235 LAKEVIEW DR.
SITKA AK 99835

Parcel ID: 14080000
NAPOLEON MORFE
MORFE, NAPOLEON
P.O. BOX 6052
SITKA AK 99835-6052

Parcel ID: 14090000
FLORENCIO/ADELA UDDIPA
UDDIPA, FLORENCIO & ADELA
604 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 14095000
DAVID/MARY FELTS/MABALOT
FELTS, DAVID & MABALOT, MARY
602 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 14100000
THANH/NERLITA BANH REVOCABLE
LIVING TRUST
BANH, THANH/NERLITA, C.
201 CRABAPPLE DR.
SITKA AK 99835

Parcel ID: 14105000
GEORGE/KATHERIN ERICKSON
ERICKSON, GEORGE, B./KATHERINE,
M.
203 CRABAPPLE DR
SITKA AK 99835

Parcel ID: 14110000
AARON/EMILY ROUTON
ROUTON, AARON & EMILY
205 CRABAPPLE DR
SITKA AK 99835

Parcel ID: 14115000
DANI PEPPER
PEPPER, DANI, J.
207 CRABAPPLE DR
SITKA AK 99835

Parcel ID: 14120000
HELEN CUNNINGHAM
CUNNINGHAM, HELEN, J.
P.O. BOX 1035
SITKA AK 99835-1035

Parcel ID: 14130000
PHILIP/LINDA MOONEY/SPEERSTRA
MOONEY, PHILIP, W./SPEERSTRA,
LINDA
210 CRABAPPLE DR
SITKA AK 99835

Parcel ID: 14140000
SALVADOR/ADELIA AGNE
AGNE, SALVADOR, A./ADELIA, M.
P.O. BOX 1063
SITKA AK 99835-1063

Parcel ID: 14150000
FIRT BAPTIST CHURCH OF SITKA
FIRT BAPTIST CHURCH OF SITKA
514 HALIBUT POINT RD
SITKA AK 99835

P&Z Mailing
January 6, 2017

City and Borough of Sitka, AK
100 Lincoln St
Sitka, AK 99835

Date: 12/16/2016
Receipt: 2017-00029535
Cashier: Front Counter
Received From: AARON ROUNTON

PLAN - Planning Permits/Zoning	75.00
ST1 - Sales Tax 4th quarter CY	3.75
Receipt Total	78.75
Total Check	78.75
Total Remitted	78.75
Total Received	78.75

DEC 16 -
CITY & BOROUGH OF SITKA

INVOICE

CITY AND BOROUGH OF SITKA

100 LINCOLN STREET, SITKA ALASKA 99835

DATE: 12/16/16

To: Aaron Rounton

ACCOUNT # 100-300-320-3201.002
PLANNING & ZONING

Variance.....	75.00
Conditional Use Permit.....	
Minor Subdivision.....	
Major Subdivision.....	
Zoning Map Change.....	
Zoning Text Change.....	
Lot Merger.....	
Boundary Line Adjustment.....	
General Permit.....	
Appeal of Enforcement Action (Pending).....	
Other.....	
Sales Tax.....	3.75
TOTAL.....	78.75

Thank you



File for Record at Request of:

First American Title Insurance Company

AFTER RECORDING MAIL TO:

Name: Aaron C. Routon and Emily B. Routon

Address: 205 Crabapple Street

Sitka, AK 99835

File No.: 0241-1641309 (JRN)

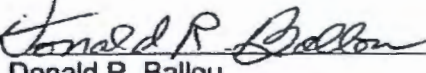
STATUTORY WARRANTY DEED

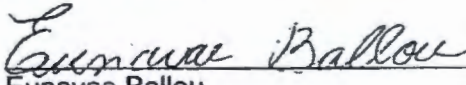
THE GRANTOR, Donald R. Ballou and Eunavae Ballou, husband and wife, whose mailing address is 10126 Silver St, Juneau, AK 99801, for and in consideration of **TEN DOLLARS AND OTHER GOOD AND VALUABLE CONSIDERATION**, in hand paid, conveys and warrants to Aaron C. Routon and Emily B. Routon, husband and wife, residing at 706 B Biorka St, Sitka, AK 99835, the following described real estate, situated in the Sitka Recording District, First Judicial District, State of Alaska:

Lot 23, Lakeview Heights Addition to the City of Sitka, according to Plat recorded in Deed Book 11, Page 73, Records of the Sitka Recording District, First Judicial District, State of Alaska.

SUBJECT TO reservations, exceptions, easements, covenants, conditions and restrictions of record, if any.

Dated: November 30, 2010.

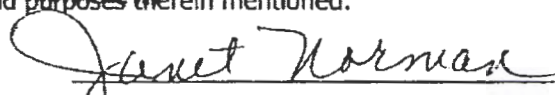

Donald R. Ballou


Eunavae Ballou

STATE OF Alaska)
) SS.
First Judicial District)

THIS IS TO CERTIFY that on this **Thirtieth day of November, 2010**, before me the undersigned Notary Public, personally appeared **Donald R. Ballou and Eunavae Ballou**, known to me and to me known to be the individual(s) described in and who executed the foregoing instrument and he/she/they acknowledged to me that he/she/they signed the same freely and voluntarily for the uses and purposes therein mentioned.

WITNESS my hand and official seal.


Notary Public in and for Alaska
My commission expires 07-31-2014





CITY AND BOROUGH OF SITKA

Legislation Details

File #: VAR 16-26 **Version:** 1 **Name:**

Type: Variances **Status:** AGENDA READY

File created: 12/29/2016 **In control:** Planning Commission

On agenda: 1/17/2017 **Final action:**

Title: Public hearing and consideration of a variance request for 312 Eliason Loop. The request is for the reduction in the front setback from 20 feet to 12 feet for the construction of an accessory dwelling unit. The property is also known as Lot 2 Block 6 Hillside Subdivision. The request is filed by Mike and Taylor Vieira. The owners of record are Mike and Taylor Vieira.

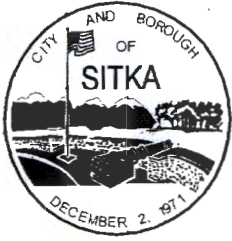
Sponsors:

Indexes:

Code sections:

Attachments: [Vieira variance 1.17.17](#)

Date	Ver.	Action By	Action	Result
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City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

Date: January 6, 2017
From: PCDD Staff
To: Planning Commission
Re: V 16-26 Variance for ADU at 312 Eliason Loop

GENERAL INFORMATION

Applicant: Mike and Taylor Vieira
Property Owner: Mike and Taylor Vieira
Property Address: 312 Eliason Loop
Legal Description: Lot 2 Block 6 Hillside Subdivision
Parcel ID Number: 30647029
Size of Existing Lot: 12,484 square feet
Zoning: R-1
Existing Land Use: Single family
Utilities: Full city services
Access: Eliason Loop
Surrounding Land Use: Residential, Undeveloped

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

ATTACHMENTS

Attachment A: Vicinity Map
Attachment B: Aerial Vicinity Map
Attachment C: Zoning Map
Attachment D: Flood Zone Map
Attachment E: Parcel Pictures
Attachment F: Subdivision Plat
Attachment G: Site Plan/Floor Plan Proposal
Attachment H: Application

Attachment I: Comments
Attachment J: Mailing List
Attachment K: Proof of Payment
Attachment L: Proof of Ownership

BACKGROUND

312 Eliason Loop was created through the Hillside Subdivision. The lot currently has a single-family home. Surrounding properties are residential and undeveloped.

PROJECT DESCRIPTION

The variance request is for the reduction of the front setback from 20 feet to 12 feet for the construction of an accessory dwelling unit. Accessory dwelling units require conditional use permits if variances are required. The proposed accessory dwelling unit would be on the downhill front of the property. The ADU will be a maximum of 800 square feet. Exact plans have not been submitted, as the owner must excavate before he can see what is buildable.

ANALYSIS

Project / Site: The lot has two front setbacks and steep topography, both which constrain development. The current home is on the uphill front of the property. The property is 12,484 square feet. The unit would be used to house long-term residents.

Zone: R-1: Intent. This zone is intended to provide for primarily for single-family and duplex residences at moderate densities.¹

Traffic: No concerns for traffic.

Parking: There is enough space for parking with two spaces required per single-family dwelling unit.² For 2 dwelling units, 4 spaces would be required.

Noise: Minimal noise concerns beyond the construction period.

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

Habitat: No concerns for habitat.

Property Value or Neighborhood Harmony: An accessory dwelling unit structure would be an improvement to the property. The adjacent neighbor has concerns about proximity, and other existing structures that encroach into their property.

Conformity with Comprehensive Plan: The proposed variance for the reduction of the front setback from 20 feet to 12 feet conforms to the Comprehensive Plan Section 2.4.19(A) by considering all the relevant factors for applying a variance.

¹ Section 22.16.040—R-1 District

² Section 22.20.100.G.1—Off-Street Parking Requirements
V 16-26 Variance Staff Report for January 17, 2017

Further, SGC Section 22.24.020 established the process for variances to provide a means of altering specific code sections when the strict application of those would deprive a property of privileges enjoyed by others due to special features or constraints unique to the property. Further, when the required findings have been met, such a variance may be granted to preserve the spirit of the code and promote substantial justice so long as public welfare and safety are secured.

FINDINGS³

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 steep topography limits development within 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, *because the allowable use of an accessory dwelling unit is constrained by steep topography;*
 - 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, that the proposed structure would be in line with character of the neighborhood;* and
 - d) That the granting of such will not adversely affect the Comprehensive Plan: *specifically, the proposed variance for the reduction of the front setback from 20 feet to 12 feet conforms to the Comprehensive Plan Section 2.4.19(A) by considering all the relevant factors for applying a variance.*

RECOMMENDATION

It is recommended that the Planning Commission adopt the staff analysis and suggested findings, and grant the variance for the reduction of the front setback from 20 feet to 12 feet for the construction of an accessory dwelling unit

Recommended Motions: (two motions - read and voted upon separately)

- 1) I move to adopt and approve the required findings for major structures or expansions as discussed in the staff report.
- 2) I move to approve a variance request for 312 Eliason Loop, subject to conditions of approval. The request is for the reduction in the front setback from 20 feet to 12 feet for the construction of an accessory dwelling unit. The property is also known as Lot 2 Block 6 Hillside Subdivision. The request is filed by Mike and Taylor Vieira. The owners of record are Mike and Taylor Vieira.
 - i. Applicant specifically acknowledges and shall follow all applicable development standards and zoning regulations such as required parking and height limits for structures (25 feet or the height of the principal structure, whichever is less);

³ Section 22.30.160(D)(1)—Required Findings for Major Variances
V 16-26 Variance Staff Report for January 17, 2017

- ii. ADU shall be no greater than 800 square feet, comply with setbacks as proposed on site and approved by variance, and shall meet all applicable building codes regarding dwelling units.

ROWHEAD
ESTATES
3-0482-000
3-0482-001
3-0482-002

LANCE DRIVE

VITSKARI STREET

KIKSADI COURT

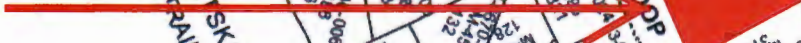
ELIASON LOOP

VERSA PLACE

NANCY COURT

CHIRIKOV DRIVE

3-0710-000
US\$ 2078
1813





City & Borough of Sitka, Alaska

Selected Parcel: 312 ELIASON ID: 30647029

Printed 12/28/2016 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>

50 m
100 ft



MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

This map is for informational purposes only. It is not for appraisal of, description of, or conveyance of land. The City & Borough of Sitka, Alaska and MainStreetGIS, LLC assume no legal responsibility for the information contained herein.



City & Borough of Sitka, Alaska

Selected Parcel: 312 ELIASON ID: 30647029

Printed 12/28/2016 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>

50 m
100 ft



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City & Borough of Sitka, Alaska

Selected Parcel: 312 ELIASON ID: 30647029

Printed 12/28/2016 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>

50 m
100 ft



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www.mainstreetgis.com

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CERTIFICATE OF OWNERSHIP AND DEDICATION

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

DATE: 5-11-06 OWNER: Clark W. Wingard
President of Wingard Development, Inc.

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
 STATE OF ALASKA
 CITY & BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS 11th DAY OF MAY, 2006, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY QUALIFIED AND SWORN, PERSONALLY APPEARED Clark W. Wingard, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same freely and voluntarily for the uses and purposes therein expressed.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND DATE FIRST HEREIN WRITTEN.

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

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

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND ASSESSOR FOR THE CITY & BOROUGH OF SITKA, DO HEREBY CERTIFY THAT ACCORDING TO THE RECORDS OF THE CITY AND BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS OWNED BY THE TAXPAYER IN THE NAME OF Wingard Development, Inc.

AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL. THAT CURRENT TAXES FOR THE YEAR 2005 WILL BE DUE ON OR BEFORE Aug. 31, 2006.

DATED THIS 11th DAY OF MAY, 2006, AT SITKA, ALASKA.

Clark W. Wingard
 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 PLATING BOARD AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION NO. 11-06 DATED 5-11-06 AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT REGISTER, EX-OFFICIO REGISTER, SITKA, ALASKA.

Clark W. Wingard
 CHAIRMAN, PLATING BOARD

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 11-06 PAGE 10 DATED 5-11-06 AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX-OFFICIO REGISTER, SITKA, ALASKA.

Clark W. Wingard
 CITY & BOROUGH CLERK

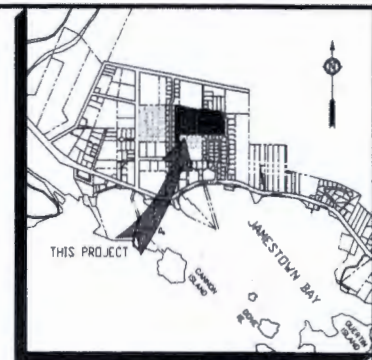
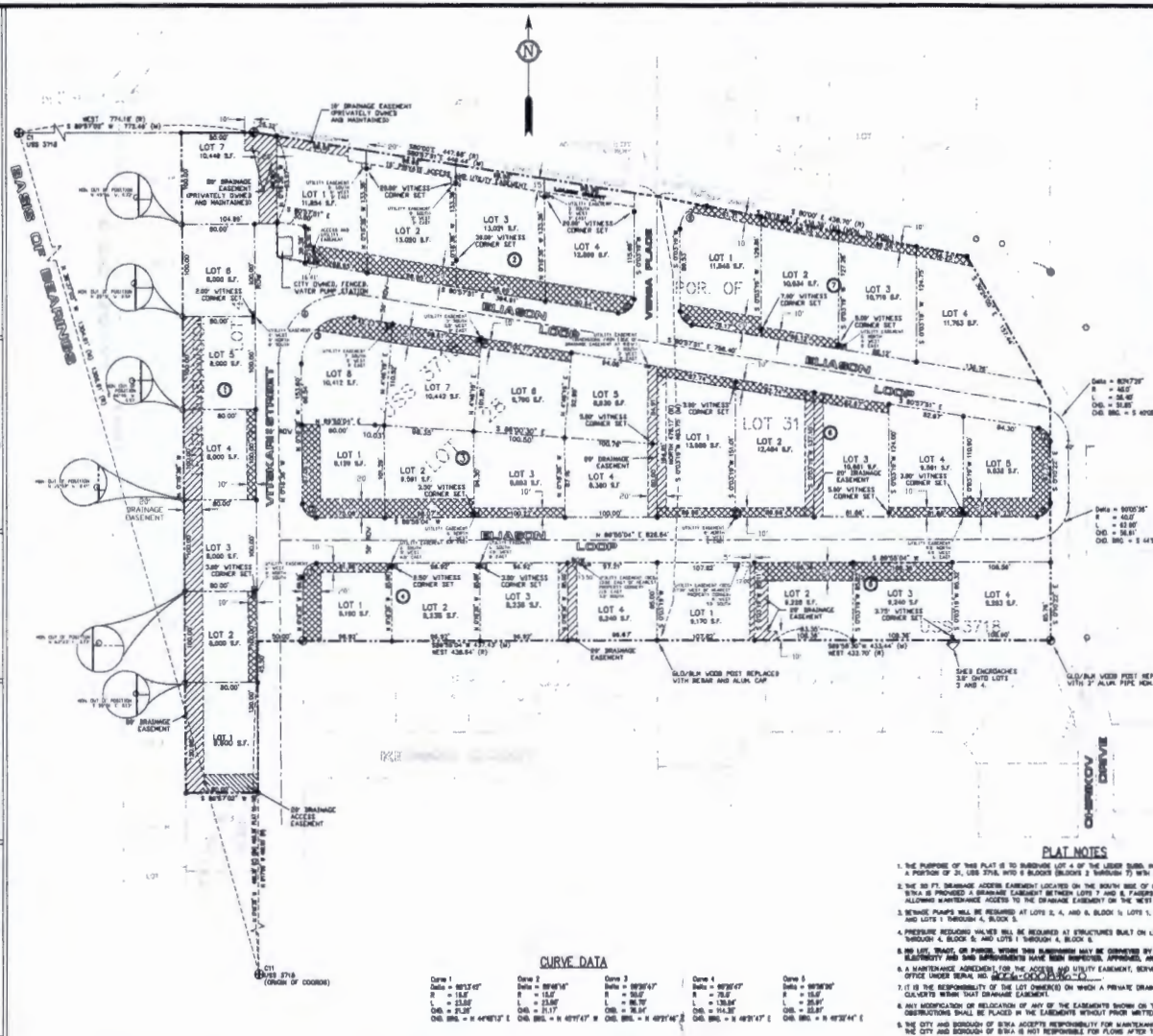
CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND FINANCE DIRECTOR FOR THE CITY & BOROUGH OF SITKA, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS OF THE CITY & BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS OWNED BY THE TAXPAYER IN THE NAME OF Wingard Development, Inc.

ALL OWNERS OF RECORDS; AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL LIENS ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL.

DATED THIS 11th DAY OF MAY, 2006, AT SITKA, ALASKA.

Clark W. Wingard
 FINANCE DIRECTOR
 CITY & BOROUGH OF SITKA



- VICINITY MAP**
 SCALE 1"=1,000'
- LEGEND**
- ① OLD ALASKA PRIMARY BEAMS CAP (RECOVERED)
 - ② OLD ALASKA IRON PIPE REMAINS OF BEAMS CAP (DECOMMISSIONED)
 - ③ ALASKAN PIPE VOUCHER
 - ④ SECONDARY VOUCHER (RECOVERED)
 - ⑤ SECONDARY VOUCHER (DECOMMISSIONED)
 - ⑥ RECOVERED DATA
 - ⑦ COMPILED DATA
 - ⑧ MEASURED DATA
 - ⑨ SLOPE EASEMENT
- UTILITY EASEMENT (NOTES: MEASUREMENTS AND DIMENSIONS ARE PARALLEL OR PERPENDICULAR TO R.R. LINE. DIMENSIONS ARE FROM MARKET PROPERTY CORNER (UNLESS OTHERWISE NOTED)).
- CHALK LINE FENCE

O'NEILL
 SURVEYING AND ENGINEERING

BOX 1849 SITKA, ALASKA 99535
 PHONE: (907) 747-4700
 FAX: (907) 747-7590
 EMAIL: onell@onell.net

BY	DATE	REV	DESCRIPTION OF CHANGE

RECORD OF REVISIONS



DESIGNED: P. O'NEILL
 DRAWN: CLARK W. WINGARD
 CHECKED: CLARK W. WINGARD
 DATE OF PLATING: 11-06
 SCALE: 1"=100'
 DRAWING NAME: 030205-16-00
 PROJECT NO: 30205-16-00

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN CONDUCTING THIS SURVEY I HAVE OBSERVED THE FIELD NOTES OF SAID SURVEY, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.

Clark W. Wingard
 DATE: 5/11/06
 PATRICK O'NEILL, L.L.C.

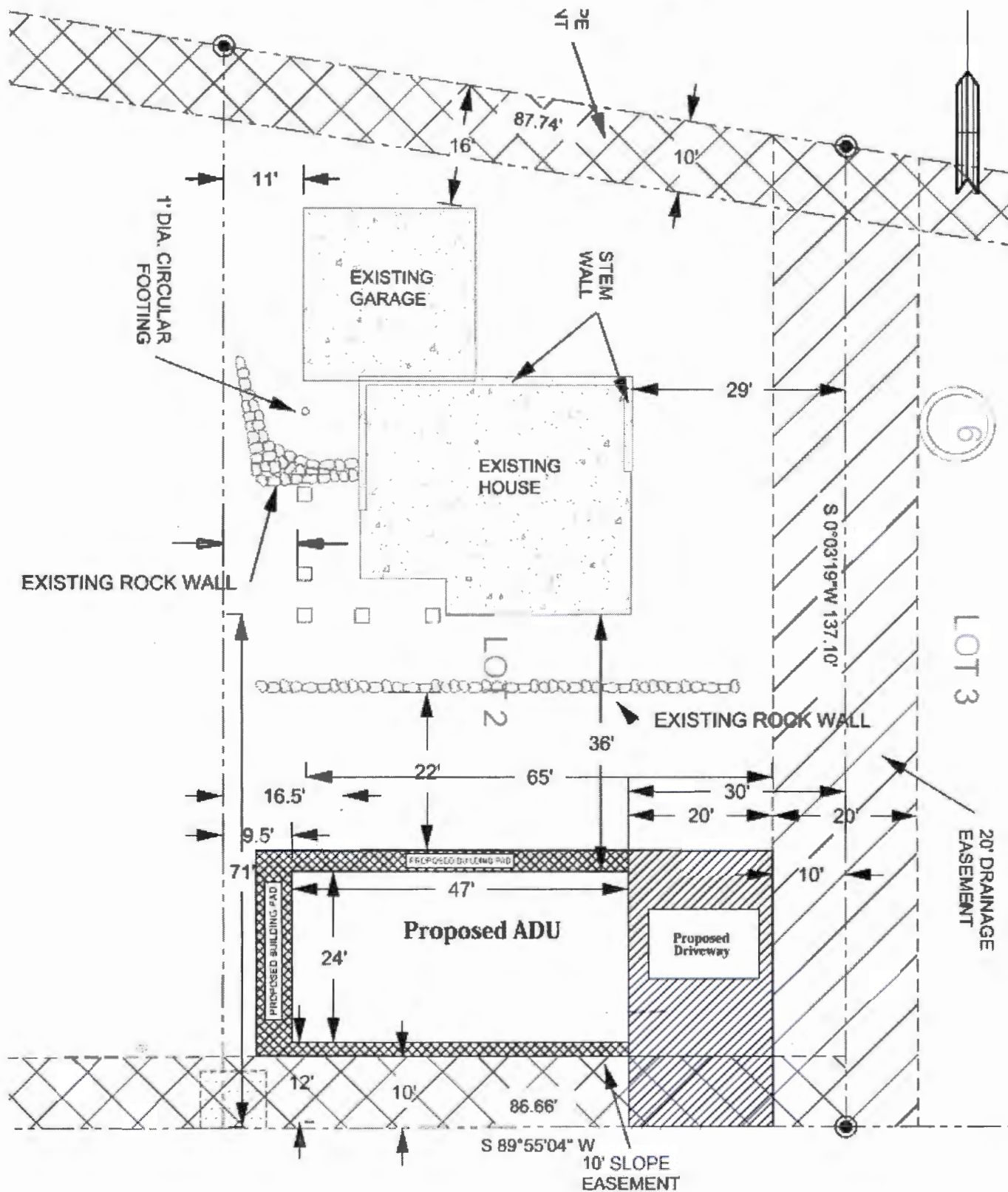
HILLSIDE SUBDIVISION

LOT 28 AND A PORTION OF LOT 31, USS 3718, AND LOT 4, LEADER SUBDIVISION

CLIENT: HAWKEYE, LLC

Michael & Taylor Vieira
312 Eliason Loop
Proposed ADU Variance Request
December 27, 2016

Proposed Site Plan – 312 Eliason Loop





312 Eliason Loop – looking up from lower road

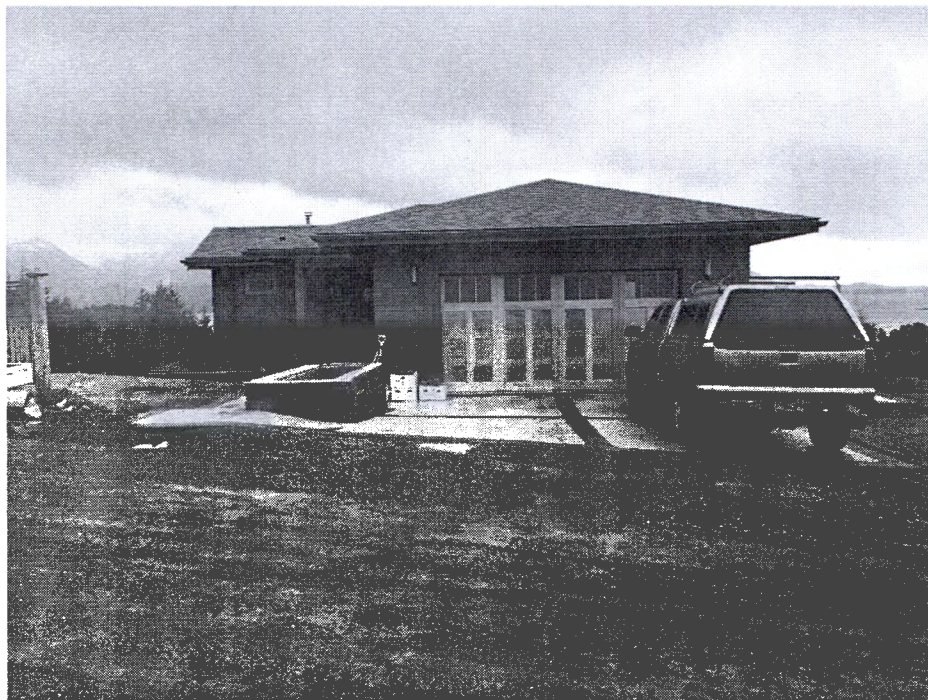


Approximate rendering of proposed ADU – plans not yet finalized

Michael & Taylor Vieira
312 Eliason Loop
Request for Variance to Reduce Front Setback for Construction of ADU
December 27th, 2016

We reside in a single family home located at 312 Eliason Loop. The lot sits between the lower loop and upper loop and therefore has two front setback restrictions of 20' each. We would like to build an Accessory Dwelling Unit (ADU) on the downhill portion of the lot and are requesting a variance to reduce the front setback from 20' to 12' for its construction.

The ADU will be a one-bedroom unit of approximately 780 square feet to be used as a long term rental, accessed from the lower road. The ADU will have an approximately 20' x 25' driveway providing two parking spaces as shown on the attached site plan. The ADU will be a single story structure with an approximate grade to ridge height of 15 feet. The existing single family home is accessed from the uphill road. The home has a two car garage with two parking spaces in the driveway.

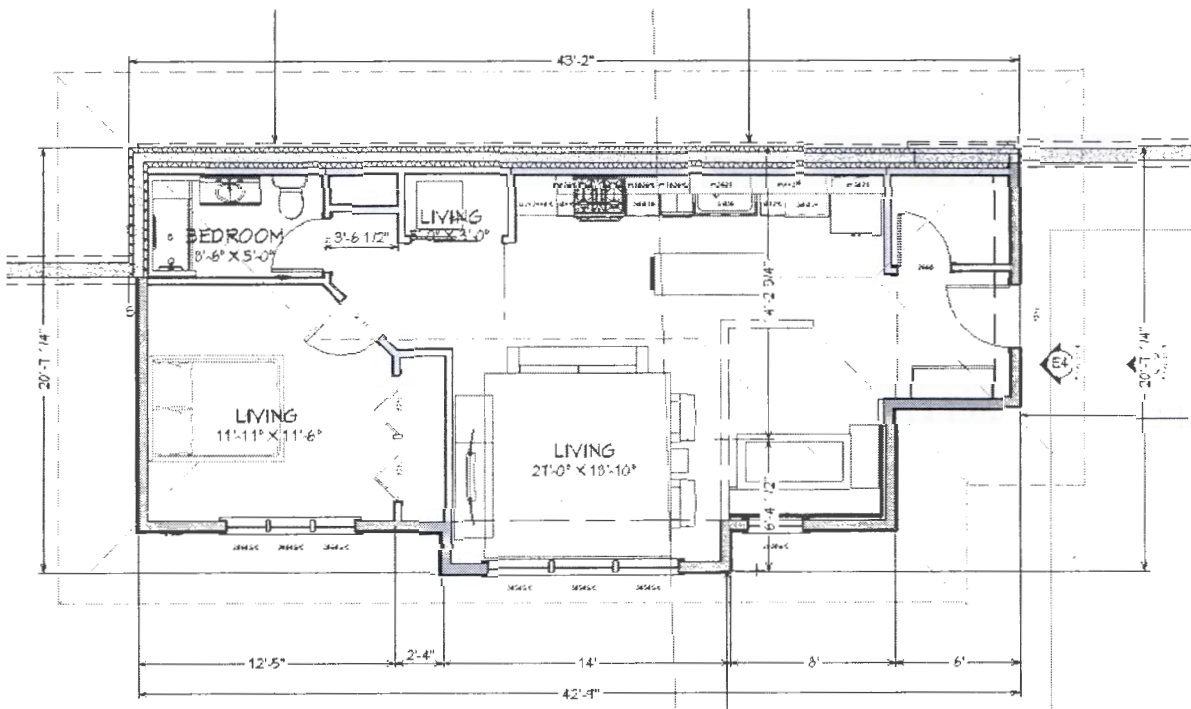


312 Eliason Loop – from the uphill road

The lot has a significant downhill slope. Our request for a variance is made in an effort to limit disturbance of the hillside as much as possible, reduce the retaining efforts needed and minimize the costs associated with constructing on a hillside. When building the ADU, the entirety of the cut along the width of our lot will need to have some type of retaining structure built to meet grading requirements and keep the hillside intact. We plan to construct the back wall of the ADU using Insulated Concrete Forms (ICF) to retain that portion of the slope and use rock walls built to ARC standards to retain the other portions of the slope. The further we have to build from the lower road, the higher the vertical retainage of the hillside must be. In addition, any increased distance that we can provide between structures will help to maintain the appearance of separate homes and with that the character of the neighborhood.

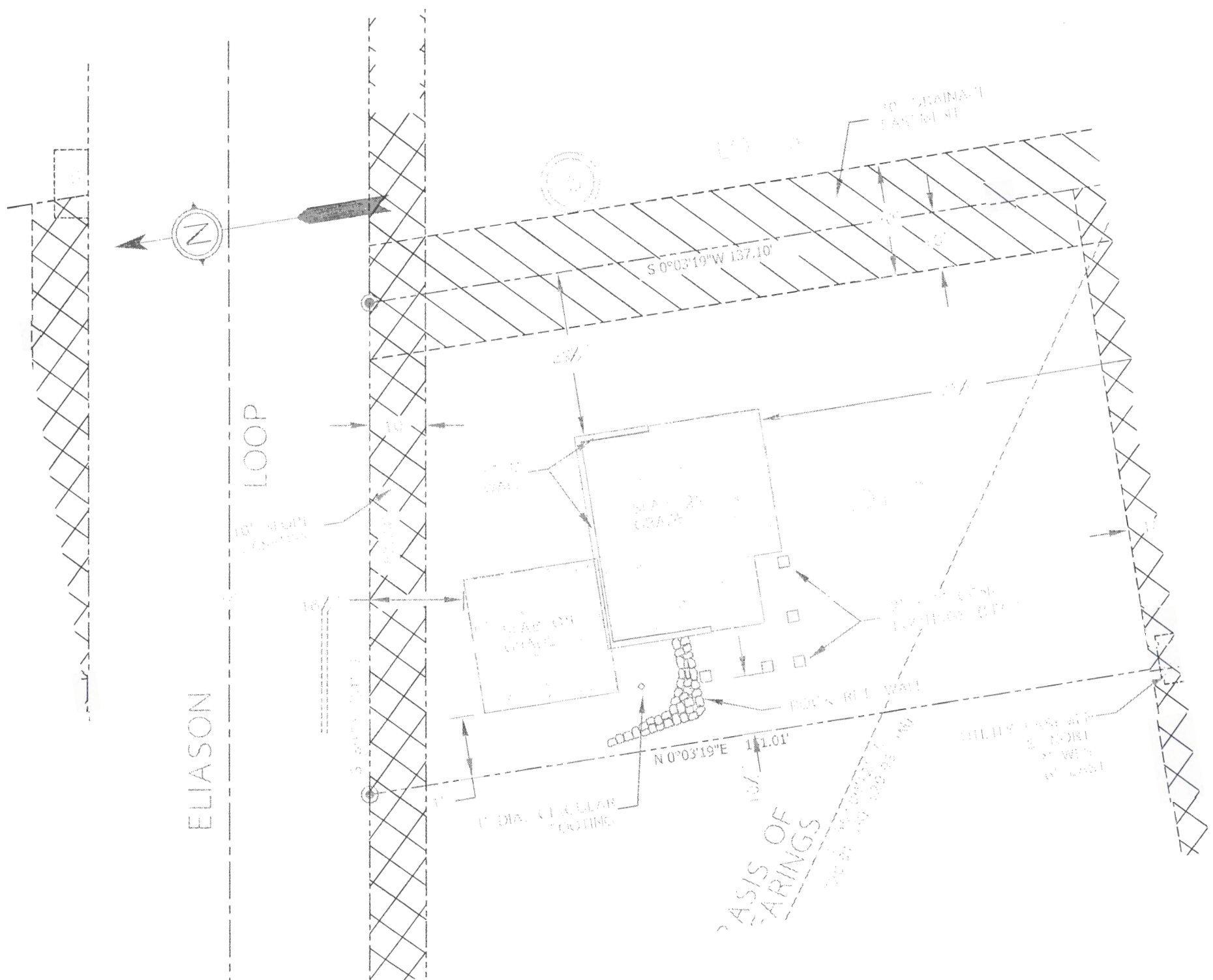


312 Eliason Loop – lower undeveloped portion of lot. Looking downhill from single family residence deck.



Proposed footprint of ADU – plan set has not been finalized, building permit has not been applied for at this point pending results of grading

The ADU is proposed to have an approximate footprint of 43' long by approximately 24' deep, including roof eaves. The floor plan above is a developing plan, please pay no attention room labels. We are working with a draftsman to finalize the plan based on site prep developments and the outcome of this variance request. The ADU's driveway will be to the right of the building and will be approximately 25' x 20' providing parking space off road for two vehicles – please see attached proposed site plan.





CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT GENERAL APPLICATION FORM

1. Request projects at least TWENTY-ONE (21) days in advance of next meeting date.
2. Review guidelines and procedural information.
3. Fill form out completely. No request will be considered without a completed form.
4. Submit all supporting documents and proof of payment.

APPLICATION FOR:

☒ VARIANCE

☐ CONDITIONAL USE

☐ ZONING AMENDMENT

☐ PLAT/SUBDIVISION

BRIEF DESCRIPTION OF REQUEST: request of change of front setback
from 20' to 12' for construction of ADU at 312 Ellison
Loop.

PROPERTY INFORMATION:

CURRENT ZONING: R1 PROPOSED ZONING (if applicable): NO change

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

APPLICANT INFORMATION:

PROPERTY OWNER: Michael & Taylor Vieira

PROPERTY OWNER ADDRESS: 312 Ellison Lp.

STREET ADDRESS OF PROPERTY: 312 Ellison Lp.

APPLICANT'S NAME: Michael & Taylor Vieira

MAILING ADDRESS: 312 Ellison Lp.

EMAIL ADDRESS: Vieira.mike@gmail.com DAYTIME PHONE: 738-2205

PROPERTY LEGAL DESCRIPTION:

TAX ID: _____ LOT: 2 BLOCK: 70 TRACT: _____

SUBDIVISION: Hillside US SURVEY: _____

OFFICE USE ONLY

COMPLETED APPLICATION		SITE PLAN	
NARRATIVE		CURRENT PLAT	
FEE		PARKING PLAN	

Parcel ID: 30645001
CHARLTON CAPITAL MANAGEMENT
CHARLTON CAPITAL MANAGEMENT
4307 E. SOUTH SHORE DR. SOUTH
ERIE PA 16511

Parcel ID: 30646003
ANDREW/KATHRYN EGGEN
EGGEN, ANDREW/KATHRYN
105 KIKSADI CT
SITKA AK 99835

Parcel ID: 30646004
JAMES/PAMELA MOORE LIVING
TRUST
MOORE, PAMELA & JAMES
P.O. BOX 770
HAINES AK 99827-0770

Parcel ID: 30646005
DAVID/KATHERINE INGALLINERA
INGALLINERA, DAVID, J./KATHERINE,
L.
108 KIKSADI CT
SITKA AK 99835

Parcel ID: 30647010
JACOB/KATELYN YLITALO
YLITALO, JACOB & KATELYN
403 LOUISE CT
SITKA AK 99835

Parcel ID: 30647013
JOHN/JENNIFER DAVIS
DAVIS, JOHN/JENNIFER
336 ELIASON LOOP
SITKA AK 99835

Parcel ID: 30647015
WILLIAM/CAROL HUGHES
HUGHES, WILLIAM, A./CAROL, A.
332 ELIASON LOOP
SITKA AK 99835

Parcel ID: 30647016
WINGERT DEVELOPMENT, INC.
WINGERT DEVELOPEMENT, INC.
4810 PT FOSDICK DR NW, PMB 20
GIG HARBOR WA 98335

Parcel ID: 30647017
ERNEST/PAULA SCOTT
SCOTT, ERNEST/PAULA
7395 ROUNDUP LANE NW
SILVERDALE WA 98383

Parcel ID: 30647018
KRISTOPHER/ERICA PEARSON
PEARSON, KRISTOPHER/ERICA
P.O. BOX 2421
SITKA AK 99835-2421

Parcel ID: 30647021
BRENT/KARIN CUNNINGHAM
CUNNINGHAM, BRENT/KARIN
337 ELIASON LOOP
SITKA AK 99835

Parcel ID: 30647022
BLAKE HAGERMAN
HAGERMAN, BLAKE
~~P.O. BOX 388~~
SITKA AK 99835-0338

Parcel ID: 30647023
DUSTIN WARD
WARD, DUSTIN
P.O. BOX 2165
SITKA AK 99835-2165

Parcel ID: 30647024
WINGERT DEVELOPMENT, INC.
WINGERT DEVELOPEMENT, INC.
~~4810 PT FOSDICK DR NW, PMB 20~~
GIG HARBOR WA 98335

Parcel ID: 30647025
WINGERT DEVELOPMENT, INC.
WINGERT DEVELOPEMENT, INC.
~~4810 PT FOSDICK DR NW, PMB 20~~
GIG HARBOR WA 98335

Parcel ID: 30647026
WINGERT DEVELOPMENT, INC.
WINGERT DEVELOPEMENT, INC.
~~4810 PT FOSDICK DR NW, PMB 20~~
GIG HARBOR WA 98335

Parcel ID: 30647027
WINGERT DEVELOPMENT, INC.
WINGERT DEVELOPEMENT, INC.
~~4810 PT FOSDICK DR NW, PMB 20~~
GIG HARBOR WA 98335

Parcel ID: 30647028
CHARLTON CAPITAL MANAGEMENT,
LP
~~CHARLTON CAPITAL MANAGEMENT,~~
LP.
4307 E. SOUTH SHORE DR
ERIE PA 16511

Parcel ID: 30647029
MIKE/TAYLOR VIEIRA
VIEIRA, MIKE & TAYLOR
312 ELIASON LOOP
SITKA AK 99835

Parcel ID: 30647030
DAVID/KELLEY TRINCHERO
TRINCHERO, DAVID & KELLEY
P.O. BOX 177
ROSEBURG OR 97470-0177

Parcel ID: 30647031
DAVID/KELLEY TRINCHERO
TRINCHERO, DAVID & KELLEY
P.O. BOX 177
ROSEBURG OR 97470-0177

Parcel ID: 30647032
DAVID/KELLEY TRINCHERO
TRINCHERO, DAVID & KELLEY
P.O. BOX 177
ROSEBURG OR 97470-0177

Parcel ID: 30647035
HAL/CARRIE SPACKMAN
SPACKMAN, HAL & CARRIE
P.O. BOX 874
SITKA AK 99835-0874

Parcel ID: 30647036
MANDIE SMITH
SMITH, MANDIE, L.
315 ELIASON LOOP
SITKA AK 99835

Parcel ID: 30647110
PATRICK/TAMARA O'NEILL
O'NEILL, PATRICK/TAMARA
2309 MERCANTER DR
SITKA AK 99835

Parcel ID: 30647111
JERROD GALANIN
GALANIN, JERROD, M.
P.O. BOX 1804
SITKA AK 99835-1804

Parcel ID: 30647140
AMY NELSON
NELSON, AMY
334 ELIASON LOOP
SITKA AK 99835

Parcel ID: 30647141
MARY MILLER
MILLER, MARY, A.
P.O. BOX 864
SITKA AK 99835-0864

Parcel ID: 30647330
DAVID/PJ FORD RUPP/SLACK
RUPP, DAVID & SLACK, PJ
P.O. BOX 6281
SITKA AK 99835-6281

Parcel ID: 30647331
CLAYTON/LARISSA NELLIS
NELLIS, CLAYTON/LARISSA
602 VERSA PLACE
SITKA AK 99835

Parcel ID: 30647341
BENJAMIN/EMILY CLARK
CLARK, BENJAMIN & EMILY
309 ELIASON LP
SITKA AK 99835

Parcel ID: 30647342
SEIMEEN BLANCO
BLANCO, SEIMEEN, J.
P.O. BOX 541
SITKA AK 99835-0541

Parcel ID: 30648001
JAMES PENROSE
PENROSE, JAMES, M.
110-A CHIRIKOV ST
SITKA AK 99835

Parcel ID: 30648002
JAMES PENROSE
PENROSE, JAMES, M.
110-A CHIRIKOV ST.
SITKA AK 99835

Parcel ID: 30648003
JON/AMANDA MARTIN/GREARSON
MARTIN, JON & GREARSON, AMANDA
325-B CASCADE ST
SITKA AK 99835

Parcel ID: 30648004
WINGERT DEVELOPMENT, INC
WINGERT DEVELOPEMENT, INC.
4810 PT FOSDICK DR NW, PMB 20
GIG HARBOR WA 98335

Parcel ID: 30648005
JAMES/DIANNE DUNNAVANT
DUNNAVANT, JAMES, J./DIANNE, M.
P.O. BOX 945
SITKA AK 99835-0945

Parcel ID: 30649000
DEANNA SMITH
JOHNSON (SMITH), DEANNA
1196 37TH ST.
SPRINGFIELD OR 97478

Parcel ID: 30670005
MARTY/ELIZABETH MARTIN
REVOCABLE TRUST
MARTIN TRUST, MARTY,
J./ELIZABETH, A.
P.O. BOX 437
SITKA AK 99835-0437

Parcel ID: 30670006
RODRIGO/CAROLIN RACAZA
RACAZA, RODRIGO, B./CAROLINE, R.
132 WOLFF DR.
SITKA AK 99835

Parcel ID: 30670007
DARYL/NATHALIE RICE
RICE, DARYL, D./NATHALIE, P.
P.O. BOX 1775
SITKA AK 99835-1775

Parcel ID: 30670008
ROLAND MEARS
MEARS, ROLAND, R., III
126 WOLFF DR.
SITKA AK 99835

Parcel ID: 30670009
JARED HAZEL
HAZEL, JARED
124 WOLFF DR
SITKA AK 99835

Parcel ID: 30670010
PATRICIA HOWSE
HOWSE, PATRICIA, A.
10650 SE BULL RUN RD
SANDY OR 97055

Parcel ID: 30670011
ERIC MORISKY
MORISKY, ERIC, J.
120-B WOLF DR
SITKA AK 99835

Parcel ID: 30670012
GREGORY BLANKENSHIP
BLANKENSHIP, GREGORY, V.
P.O. BOX 2393
SITKA AK 99835-2393

Parcel ID: 30671001
MICHAEL/ELLEN BAGLEY
BAGLEY, MICHAEL, L./ELLEN, C.
P.O. BOX 94
SITKA AK 99835-0094

Parcel ID: 30671006
SANDRA BEARE-SPENCER
BEARE-SPENCER, SANDRA
P.O. BOX 95
SITKA AK 99835-0095

Parcel ID: 30703000
SUSAN WARNER
WARNER, SUSAN, H.
411 7TH ST
JUNEAU AK 99801

P&Z Mailing
January 6, 2017

PAID
DEC 27 2016
CITY & BOROUGH OF SITKA

INVOICE

CITY AND BOROUGH OF SITKA

100 LINCOLN STREET, SITKA ALASKA 99835

DATE: 12/27/14

To: Mike Vieira

ACCOUNT # 100-300-320-3201.002
PLANNING & ZONING

Variance.....	<u>75.00</u>
Conditional Use Permit.....	<u>100.00</u>
Minor Subdivision.....	
Major Subdivision.....	
Zoning Map Change.....	
Zoning Text Change.....	
Lot Merger.....	
Boundary Line Adjustment.....	
General Permit.....	
Appeal of Enforcement Action (Pending).....	
Other.....	
Sales Tax.....	<u>8.75</u>
TOTAL.....	<u>183.75</u>

Thank you

cc

A
L
A
S
K
A

2010-001786-0

Recording Dist: 103 - Sitka

12/30/2010 11:50 AM Pages: 1 of 2



File for Record at Request of:

First American Title Insurance Company

AFTER RECORDING MAIL TO:

Name: Mike and Taylor Vieira

Address: 312 Eliason Loop

Sitka, AK 99835

File No.: 0241-1670786 (JRN)

STATUTORY WARRANTY DEED

THE GRANTOR, **Alaska Pacific Bank**, whose mailing address is **2094 Jordan Avenue, Juneau, AK 99801**, for and in consideration of **TEN DOLLARS AND OTHER GOOD AND VALUABLE CONSIDERATION**, in hand paid, conveys and warrants to **Mike Vieira and Taylor Vieira, husband and wife**, residing at **311 Eliason Loop, Sitka, AK 99835**, the following described real estate, situated in the **Sitka** Recording District, **First** Judicial District, State of **Alaska**:

Lot 2, Block 6, HILLSIDE SUBDIVISION, according to Plat 2006-11, Records of the Sitka Recording District, First Judicial District, State of Alaska.

SUBJECT TO reservations, exceptions, easements, covenants, conditions and restrictions of record, if any.

Dated: December 28th, 2010.

Alaska Pacific Bank

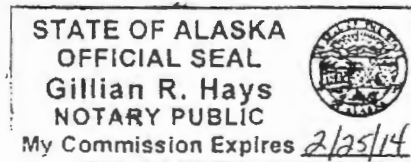
By: Tammi Whistler, Vice
President/Loan Services Manager

STATE OF Alaska)
) ss.
First Judicial District)

THIS IS TO CERTIFY that on this **December 28, 2010**, before me the undersigned Notary Public, personally appeared **Tammi Whistler, Vice President/Loan Services Manager**, known to me and to me known to be the **Alaska Pacific Bank** of the corporation that executed the within instrument, and known to me to be the person who executed the within instrument on behalf of the corporation therein named and acknowledged to me that such corporation executed the same pursuant to its by-laws or a resolution of its Board of Directors.

WITNESS my hand and official seal.

 Notary Public in and for Alaska
 My commission expires 2/25/14





CITY AND BOROUGH OF SITKA

Legislation Details

File #: CUP 16-39 **Version:** 1 **Name:**

Type: Conditional Use Permits **Status:** AGENDA READY

File created: 12/29/2016 **In control:** Planning Commission

On agenda: 1/17/2017 **Final action:**

Title: Public hearing and consideration of a conditional use permit request for 312 Eliason Loop. The request is for the construction of an accessory dwelling unit requiring a variance. The property is also known as Lot 2 Block 6 Hillside Subdivision. The request is filed by Mike and Taylor Vieira. The owners of record are Mike and Taylor Vieira.

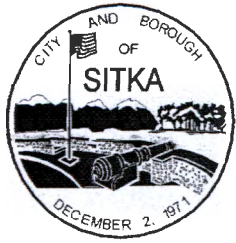
Sponsors:

Indexes:

Code sections:

Attachments: [Vieira CUP 1.17.17](#)

Date	Ver.	Action By	Action	Result
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City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

Date: January 6, 2017

From: PCDD Staff

To: Planning Commission

Re: CU 16-39 Conditional Use Permit for ADU with Variance at 312 Eliason Loop

GENERAL INFORMATION

Applicant: Mike and Taylor Vieira

Property Owner: Mike and Taylor Vieira

Property Address: 312 Eliason Loop

Legal Description: Lot 2 Block 6 Hillside Subdivision

Parcel ID Number: 30647029

Size of Existing Lot: 12,484 square feet

Zoning: R-1

Existing Land Use: Single family

Utilities: Full city services

Access: Eliason Loop

Surrounding Land Use: Residential, Undeveloped

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

ATTACHMENTS

Attachment A: Vicinity Map

Attachment B: Aerial Vicinity Map

Attachment C: Zoning Map

Attachment D: Flood Zone Map

Attachment E: Parcel Pictures

Attachment F: Subdivision Plat

Attachment G: Site Plan/Floor Plan Proposal

Attachment H: Application

Attachment I: Comments

Providing for today...preparing for tomorrow

Attachment J: Mailing List

Attachment K: Proof of Payment

Attachment L: Proof of Ownership

BACKGROUND

312 Eliason Loop was created through the Hillside Subdivision. The lot currently has a single-family home. Surrounding properties are residential and undeveloped.

PROJECT DESCRIPTION

The variance request is for the reduction of the front setback from 20 feet to 12 feet for the construction of an accessory dwelling unit. Accessory dwelling units require conditional use permits if variances are required. The proposed accessory dwelling unit would be on the downhill front of the property. The ADU will be a maximum of 800 square feet. Exact plans have not been submitted, as the owner must excavate before he can see what is buildable.

The lot has two front setbacks and steep topography, both which constrain development. The current home is on the uphill front of the property. The property is 12,484 square feet. The unit would be used to house long-term residents.

Zoning Code

Pursuant to Section 22.20.160, an ADU must seek a CUP if there is a variance on the property. The proposal is connected with V-16-26 that sought a variance from setbacks. Therefore, to move this proposal forward, the ADU would need to be conditionally approved.

C. Accessory Dwelling Unit Requirements.

1. ~~An ADU is a permitted use, on lots served by a publicly maintained right-of-way in the following residential zoning districts: R-1 and R-2 and related districts exclusive of MH and MHP.~~ An ADU shall not be constructed on lots accessed by access easements. They are also not allowed on lots served by rights-of-way that have not been accepted by the municipality or state of Alaska for maintenance.
2. ADUs are intended for long-term rental use only. Rental of an ADU for a period of less than ninety consecutive days is prohibited. ADUs shall not be used for short-term vacation rentals and/or bed and breakfast purposes.
3. ADUs shall meet all development, design, zoning and building requirements at the time of construction (e.g., setback requirements and lot coverage standards) applicable to the primary dwelling unit, except as otherwise noted.
4. The ADU must be located on the same parcel as the primary dwelling unit.
5. Only one ADU is allowed per parcel.
6. Mobile homes, travel trailers and recreational vehicles shall not be used as an ADU.
7. ADUs shall only be located on a parcel in conjunction with a single-family dwelling unit. ADUs shall not be located on parcels that contain a duplex and shall not be located on parcels that contain two or more dwelling units.
8. ADUs shall be designed so that the appearance of the structure maintains, to the greatest extent possible, the appearance of a single-family property.
9. If a separate external entrance for the ADU is necessary, where possible, it shall be located on the side or rear of the structure. On a corner lot, where there are two entrances visible from either street, where possible, solid screening is required to screen at least one of the entrances from the street.
10. Exterior stairs shall be located in the side or rear yard wherever possible and must comply with setback and building code requirements.
11. The maximum size of an ADU shall be eight hundred square feet.
12. The following parking requirements are applicable for ADUs:

- a. As part of the application submittal process, the applicant shall submit a parking plan delineating parking space(s) for the ADU and the primary dwelling unit.
 - b. Where parking is located in any portion of the interior side and/or rear setbacks solid screening is required from adjoining properties.
 - c. On-street parking is prohibited.
 - d. If additional parking is necessary, new parking space(s) shall utilize existing curb cuts.
13. All subdivisions of lots containing ADUs are prohibited unless all minimum lot sizes (exclusive of access easements), setbacks, lot coverage, and other requirements in the zoning and subdivision codes are met.
14. Variances are prohibited on any lot containing an ADU including, but not limited to, variances for setbacks, lot coverage, building height, and off-street parking requirements.
- D. Conditional use permits may be sought if the above requirements cannot be met. Conditional use permit must be in conformance with Chapter 22.24.
(Ord. 15-08 § 4 (part), 2015; Ord. 13-14A § 4 (part), 2013.)

ANALYSIS

1. CRITERIA TO BE USED IN DETERMINING THE IMPACT OF CONDITIONAL USES.¹

- a. **Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses:** An additional dwelling unit could generate additional traffic and parking demand.
- b. **Amount of noise to be generated and its impacts on surrounding land use:** An additional dwelling unit could generate additional noise.
- c. **Odors to be generated by the use and their impacts:** No additional odors.
- d. **Hours of operation:** Year-round residential use.
- e. **Location along a major or collector street:** Eliason Loop
- f. **Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario:** No concerns.
- g. **Effects on vehicular and pedestrian safety:** Not identified.
- h. **Ability of the police, fire, and EMS personnel to respond to emergency calls on the site:** Same ability as if home was built in center of lot.
- i. **Logic of the internal traffic layout:** Parking is available adjacent to both dwelling units.
- j. **Effects of signage on nearby uses:** No proposed signage.
- k. **Presence of existing or proposed buffers on the site or immediately adjacent the site:** Setbacks are reduced, which impacts buffers.
- l. **Relationship if the proposed conditional use is in a specific location to the goals, policies, and objectives of the comprehensive plan:** Conforms to Comprehensive Plan: SGC identifies that ADUs are consistent with Comprehensive Plan sections 2.2.15, 2.2.16, 2.4.8A, 2.5.1B, 2.5.11, and 2.10.3B, which all encourage a mix of single family and multi-family housing types to encourage access to affordable housing options, which small

¹ § 22.24.010.E

homes and accessory dwelling units would encourage.

FINDINGS

C. Required Findings for Conditional Use Permits. The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:²

1. The city may use design standards and other elements in this code to modify the proposal.
A conditional use permit may be approved only if all of the following findings can be made regarding the proposal and are supported by the record that the granting of the proposed conditional use permit will not:
 - a. Be detrimental to the public health, safety, and general welfare;
 - b. Adversely affect the established character of the surrounding vicinity; nor
 - c. Be injurious to the uses, property, or improvements adjacent to, and in the vicinity of, the site upon which the proposed use is to be located.
2. The granting of the proposed conditional use permit is consistent and compatible with the intent of the goals, objectives, and policies of the comprehensive plan and any implementing regulation.
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.
4. The proposed use will not introduce hazardous conditions at the site that cannot be mitigated to protect adjacent properties, the vicinity, and the public health, safety, and welfare of the community from such hazard.
5. The conditional use will be supported by, and not adversely affect, adequate public facilities and services; or that conditions can be imposed to lessen any adverse impacts on such facilities and services.
6. Burden of Proof. The applicant has the burden of proving that the proposed conditional use meets all of the criteria in subsection B of this section.

The city may approve, approve with conditions, modify, modify with conditions, or deny the conditional use permit. The city may reduce or modify bulk requirements, off-street parking requirements, and use design standards to lessen impacts, as a condition of the granting of the conditional use permit. In considering the granting of a conditional use, the assembly and planning commission shall satisfy themselves that the general criteria set forth for uses specified in this chapter will be met. The city may consider any or all criteria listed and may base conditions or safeguards upon them. The assembly and planning commission may require the applicant to submit whatever reasonable evidence may be needed to protect the public interest. The general approval criteria are as follows:

1. Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;
2. Utilities and service requirements of the proposed use, including sewers, storm drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public utilities in establishing conditions under which the conditional use may be permitted;
3. Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;

² § 22.30.160.C – Required Findings for Conditional Use Permits
CUP 16-39 Staff Report for January 6, 2017

4. Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements;
5. Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts.

Conclusion on Findings: That the proposed conditional use as conditioned would not be detrimental to the public's health, safety, or welfare; that the conditions of approval have satisfactorily mitigated any potential harm or impact to the surrounding land uses and properties; and that the required findings have been met as the proposal complies with SGC and Comprehensive Plan sections regarding ADUs and variances, and affordable housing while protecting the character of the neighborhood and the public's health, safety, and welfare.

RECOMMENDATION

It is recommended that the Planning Commission adopt the staff analysis and suggested findings, and grant the conditional use permit for the development of an accessory dwelling unit.

Recommended Motions: (two motions - read and voted upon separately)

- 1) I move to adopt and approve the required findings for conditional use permits for accessory dwelling units as discussed in the staff report.
- 2) I move to approve a conditional use permit request for 312 Eliason Loop subject to conditions of approval. The request is for the construction of an accessory dwelling unit requiring a variance. The property is also known as Lot 2 Block 6 Hillside Subdivision. The request is filed by Mike and Taylor Vieira. The owners of record are Mike and Taylor Vieira.
 - a. Conditions of Approval:
 - i. Applicant specifically acknowledges and shall follow all applicable development standards and zoning regulations such as required parking and height limits for structures (25 feet or the height of the principal structure, whichever is less);
 - ii. ADU shall be no greater than 800 square feet, comply with setbacks as proposed on site and approved by variance, and shall meet all applicable building codes regarding dwelling units.



ROWHEAD
ESTATES
3-0642-400
S-808
160



City & Borough of Sitka, Alaska

Selected Parcel: 312 ELIASON ID: 30647029

Printed 12/28/2016 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>

50 m
100 ft



MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

This map is for informational purposes only. It is not for appraisal of, description of, or conveyance of land. The City & Borough of Sitka, Alaska and MainStreetGIS, LLC assume no legal responsibility for the information contained herein.



City & Borough of Sitka, Alaska

Selected Parcel: 312 ELIASON ID: 30647029

Printed 12/28/2016 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>

50 m
100 ft



MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

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

Shane Clark W. Wingard
DATE: _____ OWNER: _____
President of Wingard Development, Inc.
NOTARY'S ACKNOWLEDGMENT

LO OF AMERICA
STATE OF ALASKA
CITY & BOROUGH OF SITKA
THIS IS TO CERTIFY THAT ON THIS 11th DAY OF May, 2006, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED Clark W. Wingard, President of Wingard Development, Inc.

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUALS MENTIONED AND WHO EXECUTES THE WITHIN PLAT AND, Shane, ACKNOWLEDGED TO ME THAT Shane IS THE SAME PERSON FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SET FORTH.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND DATE FIRST HEREIN WRITTEN.
Shane
NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA
MY COMMISSION EXPIRES 7-1-07

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

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

AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS ARE IN FAVOR OF THE CITY & BOROUGH OF SITKA AND PAID IN FULL. THAT CURRENT TAXES FOR THE YEAR IN 2006 WILL BE DUE ON OR BEFORE Aug. 31, 2006.

DATED THIS 11th DAY OF May, 2006, AT SITKA, ALASKA.

Shane Clark W. Wingard
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 PLATING BOARD, AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION NO. 10-15, DATED May 11, 2006, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, SITKA, ALASKA.

Shane Clark W. Wingard
PLATING BOARD

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, ALL RECORDS IN MINUTE BOOK 10-15, DATED May 11, 2006, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX-OFFICIO RECORDER, SITKA, ALASKA.

Shane Clark W. Wingard
DATE: _____

Shane Clark W. Wingard
CITY AND BOROUGH CLERK

CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND FINANCE DIRECTOR FOR THE CITY & BOROUGH OF SITKA, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS OF THE CITY & BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE RECORDS IN THE NAME OF Wingard Development, Inc.

CALL DUBLES OF RECORDS, AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL LIES ASSESSED AGAINST SAID LANDS ARE IN FAVOR OF THE CITY & BOROUGH OF SITKA AND PAID IN FULL.

DATED THIS 11th DAY OF May, 2006, AT SITKA, ALASKA.

Shane Clark W. Wingard
FINANCE DIRECTOR
CITY & BOROUGH OF SITKA

O'NEILL
SURVEYING AND ENGINEERING

BOX 1449 SITKA, ALASKA 99585
PHONE: (907) 743-7790
FAX: (907) 743-7790
EMAIL: ooneill@alaska.net

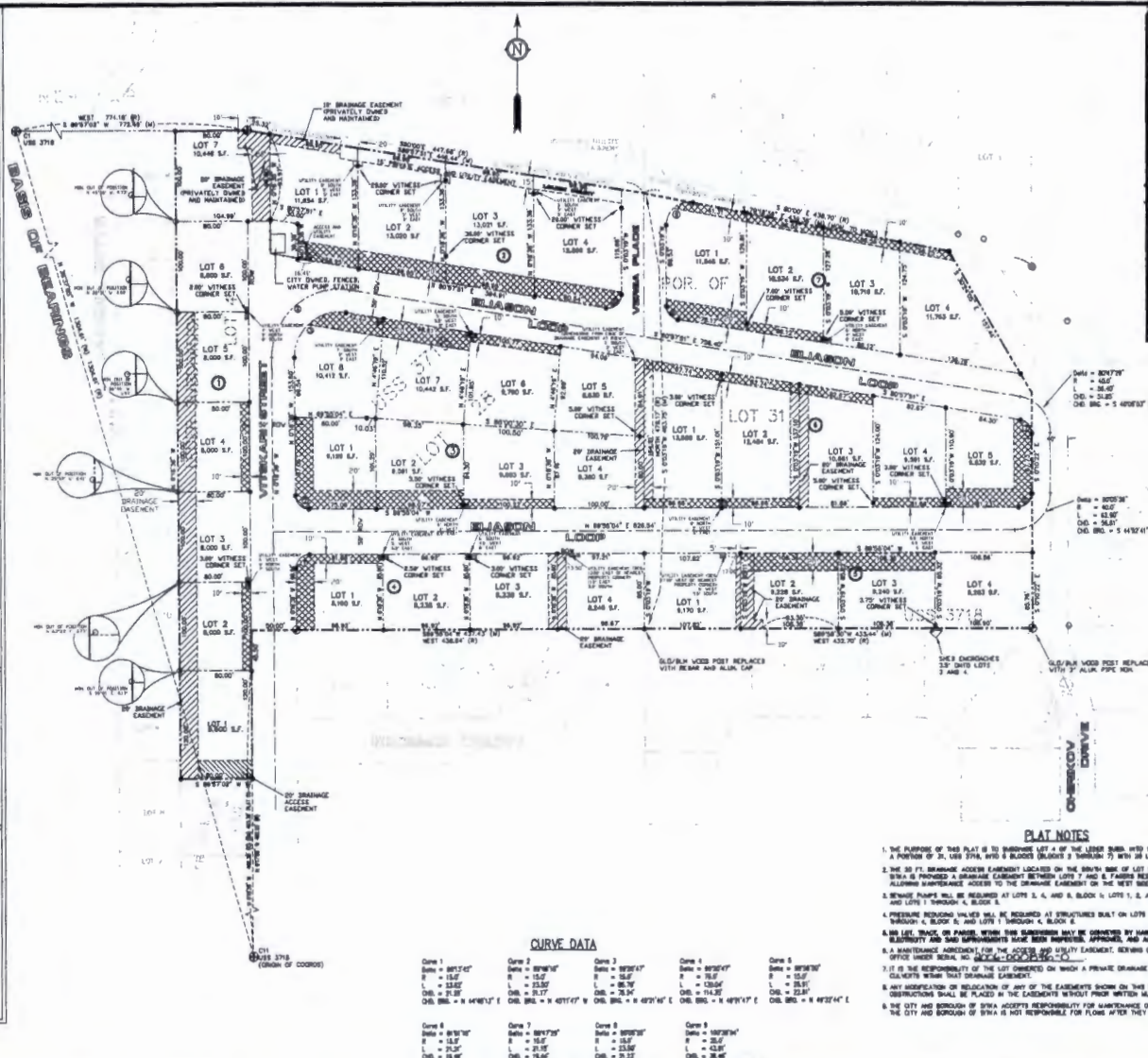
BY DATE REV DESCRIPTION OF CHANGE
RECORD OF REVISIONS



DESIGNED BY: J. TWILL
CHECKED BY: Shane
DATE OF PLAT: 11-11-2006
SCALE: 1" = 50'
DRAWING NAME: 030205-16-00
PROJECT NO: 30205-16-00

SURVEYOR'S CERTIFICATE
I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN 2006, I HAVE CONDUCTED A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.
Shane Clark W. Wingard
DATE: _____
PATRICK R. TWILL, L.S. 4284

HILLSIDE SUBDIVISION
LOT 28 AND A PORTION OF LOT 31,
USS 3719, AND LOT 4, LEONOR SUBDIVISION
CLIENT: HAYKEE, LLC



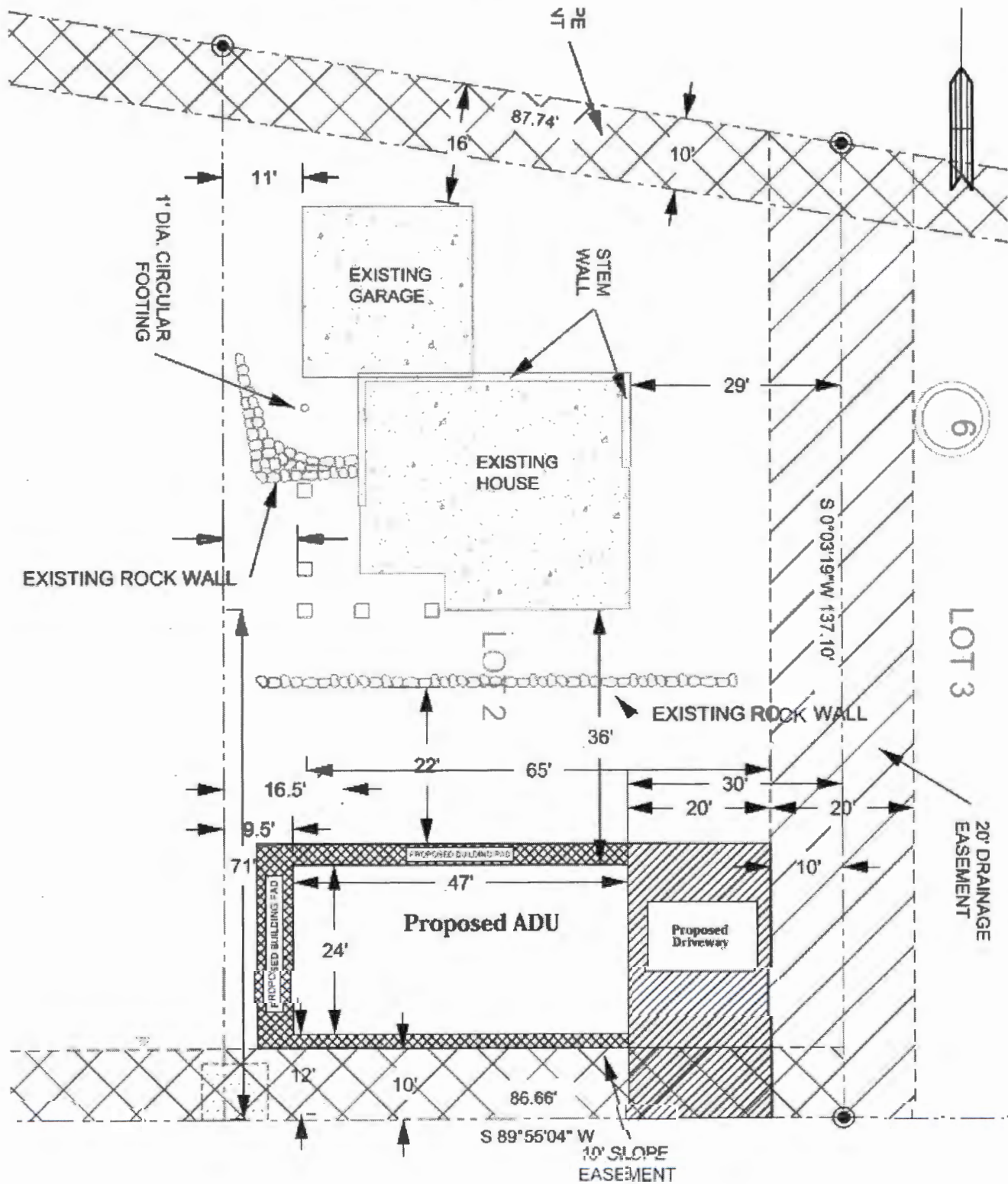
VICINITY MAP
SCALE 1"=1,000'
LEGEND
① OLD/BLM PRIMARY BRUSH CAP (RECORDED)
② OLD/BLM RISK PFC REMAINS OF BRUSH CAP (RECORDED)
③ ALASKAN PIPE WELLDOWN
④ SECONDARY WELLDOWN (NOT)
⑤ RECORDED DATA
⑥ COMPILED DATA
⑦ UNRECORDED DATA
⑧ BLM EASEMENT
⑨ UTILITY EASEMENT (GAS, ELECTRICITY AND OTHERS ARE PARALLEL OR PERPENDICULAR TO A LINE, UNLESS OTHERWISE NOTED)
⑩ CHAIN LINE POLE

2006-11
Shane Clark W. Wingard
DATE: 5-11-2006
TIME: 5:47 PM
Requested by: Haykee, LLC
ASD: Shane

PLAT NOTES
1. THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE LOT 4 OF THE LEONOR SUBDIVISION INTO 7 LOTS AND TO SUBDIVIDE LOT 28 AND A PORTION OF LOT 31, USS 3719, INTO 3 LOTS (LOTS 1 THROUGH 3) WITH 28 LOTS.
2. THE 28 P. 11 BRUSH CAP EASEMENT LOCATED ON THE SOUTH SIDE OF LOT 1, BLOCK 1, WILL REMAIN VALID OF THE CITY AND BOROUGH OF SITKA IS PROVIDED A BRUSH CAP EASEMENT BETWEEN LOT 7 AND A FAIRLY REASONABLE, AND ACROSS LOT 3, LOT 4, LOT 5, LOT 6, LOT 7, LOT 8, LOT 9, LOT 10, LOT 11, LOT 12, LOT 13, LOT 14, LOT 15, LOT 16, LOT 17, LOT 18, LOT 19, LOT 20, LOT 21, LOT 22, LOT 23, LOT 24, LOT 25, LOT 26, LOT 27, LOT 28, LOT 29, LOT 30, LOT 31, LOT 32, LOT 33, LOT 34, LOT 35, LOT 36, LOT 37, LOT 38, LOT 39, LOT 40, LOT 41, LOT 42, LOT 43, LOT 44, LOT 45, LOT 46, LOT 47, LOT 48, LOT 49, LOT 50, LOT 51, LOT 52, LOT 53, LOT 54, LOT 55, LOT 56, LOT 57, LOT 58, LOT 59, LOT 60, LOT 61, LOT 62, LOT 63, LOT 64, LOT 65, LOT 66, LOT 67, LOT 68, LOT 69, LOT 70, LOT 71, LOT 72, LOT 73, LOT 74, LOT 75, LOT 76, LOT 77, LOT 78, LOT 79, LOT 80, LOT 81, LOT 82, LOT 83, LOT 84, LOT 85, LOT 86, LOT 87, LOT 88, LOT 89, LOT 90, LOT 91, LOT 92, LOT 93, LOT 94, LOT 95, LOT 96, LOT 97, LOT 98, LOT 99, LOT 100, LOT 101, LOT 102, LOT 103, LOT 104, LOT 105, LOT 106, LOT 107, LOT 108, LOT 109, LOT 110, LOT 111, LOT 112, LOT 113, LOT 114, LOT 115, LOT 116, LOT 117, LOT 118, LOT 119, LOT 120, LOT 121, LOT 122, LOT 123, LOT 124, LOT 125, LOT 126, LOT 127, LOT 128, LOT 129, LOT 130, LOT 131, LOT 132, LOT 133, LOT 134, LOT 135, LOT 136, LOT 137, LOT 138, LOT 139, LOT 140, LOT 141, LOT 142, LOT 143, LOT 144, LOT 145, LOT 146, LOT 147, LOT 148, LOT 149, LOT 150, LOT 151, LOT 152, LOT 153, LOT 154, LOT 155, LOT 156, LOT 157, LOT 158, LOT 159, LOT 160, LOT 161, LOT 162, LOT 163, LOT 164, LOT 165, LOT 166, LOT 167, LOT 168, LOT 169, LOT 170, LOT 171, LOT 172, LOT 173, LOT 174, LOT 175, LOT 176, LOT 177, LOT 178, LOT 179, LOT 180, LOT 181, LOT 182, LOT 183, LOT 184, LOT 185, LOT 186, LOT 187, LOT 188, LOT 189, LOT 190, LOT 191, LOT 192, LOT 193, LOT 194, LOT 195, LOT 196, LOT 197, LOT 198, LOT 199, LOT 200, LOT 201, LOT 202, LOT 203, LOT 204, LOT 205, LOT 206, LOT 207, LOT 208, LOT 209, LOT 210, LOT 211, LOT 212, LOT 213, LOT 214, LOT 215, LOT 216, LOT 217, LOT 218, LOT 219, LOT 220, LOT 221, LOT 222, LOT 223, LOT 224, LOT 225, LOT 226, LOT 227, LOT 228, LOT 229, LOT 230, LOT 231, LOT 232, LOT 233, LOT 234, LOT 235, LOT 236, LOT 237, LOT 238, LOT 239, LOT 240, LOT 241, LOT 242, LOT 243, LOT 244, LOT 245, LOT 246, LOT 247, LOT 248, LOT 249, LOT 250, LOT 251, LOT 252, LOT 253, LOT 254, LOT 255, LOT 256, LOT 257, LOT 258, LOT 259, LOT 260, LOT 261, LOT 262, LOT 263, LOT 264, LOT 265, LOT 266, LOT 267, LOT 268, LOT 269, LOT 270, LOT 271, LOT 272, LOT 273, LOT 274, LOT 275, LOT 276, LOT 277, LOT 278, LOT 279, LOT 280, LOT 281, LOT 282, LOT 283, LOT 284, LOT 285, LOT 286, LOT 287, LOT 288, LOT 289, LOT 290, LOT 291, LOT 292, LOT 293, LOT 294, LOT 295, LOT 296, LOT 297, LOT 298, LOT 299, LOT 300, LOT 301, LOT 302, LOT 303, LOT 304, LOT 305, LOT 306, LOT 307, LOT 308, LOT 309, LOT 310, LOT 311, LOT 312, LOT 313, LOT 314, LOT 315, LOT 316, LOT 317, LOT 318, LOT 319, LOT 320, LOT 321, LOT 322, LOT 323, LOT 324, LOT 325, LOT 326, LOT 327, LOT 328, LOT 329, LOT 330, LOT 331, LOT 332, LOT 333, LOT 334, LOT 335, LOT 336, LOT 337, LOT 338, LOT 339, LOT 340, LOT 341, LOT 342, LOT 343, LOT 344, LOT 345, LOT 346, LOT 347, LOT 348, LOT 349, LOT 350, LOT 351, LOT 352, LOT 353, LOT 354, LOT 355, LOT 356, LOT 357, LOT 358, LOT 359, LOT 360, LOT 361, LOT 362, LOT 363, LOT 364, LOT 365, LOT 366, LOT 367, LOT 368, LOT 369, LOT 370, LOT 371, LOT 372, LOT 373, LOT 374, LOT 375, LOT 376, LOT 377, LOT 378, LOT 379, LOT 380, LOT 381, LOT 382, LOT 383, LOT 384, LOT 385, LOT 386, LOT 387, LOT 388, LOT 389, LOT 390, LOT 391, LOT 392, LOT 393, LOT 394, LOT 395, LOT 396, LOT 397, LOT 398, LOT 399, LOT 400, LOT 401, LOT 402, LOT 403, LOT 404, LOT 405, LOT 406, LOT 407, LOT 408, LOT 409, LOT 410, LOT 411, LOT 412, LOT 413, LOT 414, LOT 415, LOT 416, LOT 417, LOT 418, LOT 419, LOT 420, LOT 421, LOT 422, LOT 423, LOT 424, LOT 425, LOT 426, LOT 427, LOT 428, LOT 429, LOT 430, LOT 431, LOT 432, LOT 433, LOT 434, LOT 435, LOT 436, LOT 437, LOT 438, LOT 439, LOT 440, LOT 441, LOT 442, LOT 443, LOT 444, LOT 445, LOT 446, LOT 447, LOT 448, LOT 449, LOT 450, LOT 451, LOT 452, LOT 453, LOT 454, LOT 455, LOT 456, LOT 457, LOT 458, LOT 459, LOT 460, LOT 461, LOT 462, LOT 463, LOT 464, LOT 465, LOT 466, LOT 467, LOT 468, LOT 469, LOT 470, LOT 471, LOT 472, LOT 473, LOT 474, LOT 475, LOT 476, LOT 477, LOT 478, LOT 479, LOT 480, LOT 481, LOT 482, LOT 483, LOT 484, LOT 485, LOT 486, LOT 487, LOT 488, LOT 489, LOT 490, LOT 491, LOT 492, LOT 493, LOT 494, LOT 495, LOT 496, LOT 497, LOT 498, LOT 499, LOT 500, LOT 501, LOT 502, LOT 503, LOT 504, LOT 505, LOT 506, LOT 507, LOT 508, LOT 509, LOT 510, LOT 511, LOT 512, LOT 513, LOT 514, LOT 515, LOT 516, LOT 517, LOT 518, LOT 519, LOT 520, LOT 521, LOT 522, LOT 523, LOT 524, LOT 525, LOT 526, LOT 527, LOT 528, LOT 529, LOT 530, LOT 531, LOT 532, LOT 533, LOT 534, LOT 535, LOT 536, LOT 537, LOT 538, LOT 539, LOT 540, LOT 541, LOT 542, LOT 543, LOT 544, LOT 545, LOT 546, LOT 547, LOT 548, LOT 549, LOT 550, LOT 551, LOT 552, LOT 553, LOT 554, LOT 555, LOT 556, LOT 557, LOT 558, LOT 559, LOT 560, LOT 561, LOT 562, LOT 563, LOT 564, LOT 565, LOT 566, LOT 567, LOT 568, LOT 569, LOT 570, LOT 571, LOT 572, LOT 573, LOT 574, LOT 575, LOT 576, LOT 577, LOT 578, LOT 579, LOT 580, LOT 581, LOT 582, LOT 583, LOT 584, LOT 585, LOT 586, LOT 587, LOT 588, LOT 589, LOT 590, LOT 591, LOT 592, LOT 593, LOT 594, LOT 595, LOT 596, LOT 597, LOT 598, LOT 599, LOT 600, LOT 601, LOT 602, LOT 603, LOT 604, LOT 605, LOT 606, LOT 607, LOT 608, LOT 609, LOT 610, LOT 611, LOT 612, LOT 613, LOT 614, LOT 615, LOT 616, LOT 617, LOT 618, LOT 619, LOT 620, LOT 621, LOT 622, LOT 623, LOT 624, LOT 625, LOT 626, LOT 627, LOT 628, LOT 629, LOT 630, LOT 631, LOT 632, LOT 633, LOT 634, LOT 635, LOT 636, LOT 637, LOT 638, LOT 639, LOT 640, LOT 641, LOT 642, LOT 643, LOT 644, LOT 645, LOT 646, LOT 647, LOT 648, LOT 649, LOT 650, LOT 651, LOT 652, LOT 653, LOT 654, LOT 655, LOT 656, LOT 657, LOT 658, LOT 659, LOT 660, LOT 661, LOT 662, LOT 663, LOT 664, LOT 665, LOT 666, LOT 667, LOT 668, LOT 669, LOT 670, LOT 671, LOT 672, LOT 673, LOT 674, LOT 675, LOT 676, LOT 677, LOT 678, LOT 679, LOT 680, LOT 681, LOT 682, LOT 683, LOT 684, LOT 685, LOT 686, LOT 687, LOT 688, LOT 689, LOT 690, LOT 691, LOT 692, LOT 693, LOT 694, LOT 695, LOT 696, LOT 697, LOT 698, LOT 699, LOT 700, LOT 701, LOT 702, LOT 703, LOT 704, LOT 705, LOT 706, LOT 707, LOT 708, LOT 709, LOT 710, LOT 711, LOT 712, LOT 713, LOT 714, LOT 715, LOT 716, LOT 717, LOT 718, LOT 719, LOT 720, LOT 721, LOT 722, LOT 723, LOT 724, LOT 725, LOT 726, LOT 727, LOT 728, LOT 729, LOT 730, LOT 731, LOT 732, LOT 733, LOT 734, LOT 735, LOT 736, LOT 737, LOT 738, LOT 739, LOT 740, LOT 741, LOT 742, LOT 743, LOT 744, LOT 745, LOT 746, LOT 747, LOT 748, LOT 749, LOT 750, LOT 751, LOT 752, LOT 753, LOT 754, LOT 755, LOT 756, LOT 757, LOT 758, LOT 759, LOT 760, LOT 761, LOT 762, LOT 763, LOT 764, LOT 765, LOT 766, LOT 767, LOT 768, LOT 769, LOT 770, LOT 771, LOT 772, LOT 773, LOT 774, LOT 775, LOT 776, LOT 777, LOT 778, LOT 779, LOT 780, LOT 781, LOT 782, LOT 783, LOT 784, LOT 785, LOT 786, LOT 787, LOT 788, LOT 789, LOT 790, LOT 791, LOT 792, LOT 793, LOT 794, LOT 795, LOT 796, LOT 797, LOT 798, LOT 799, LOT 800, LOT 801, LOT 802, LOT 803, LOT 804, LOT 805, LOT 806, LOT 807, LOT 808, LOT 809, LOT 810, LOT 811, LOT 812, LOT 813, LOT 814, LOT 815, LOT 816, LOT 817, LOT 818, LOT 819, LOT 820, LOT 821, LOT 822, LOT 823, LOT 824, LOT 825, LOT 826, LOT 827, LOT 828, LOT 829, LOT 830, LOT 831, LOT 832, LOT 833, LOT 834, LOT 835, LOT 836, LOT 837, LOT 838, LOT 839, LOT 840, LOT 841, LOT 842, LOT 843, LOT 844, LOT 845, LOT 846, LOT 847, LOT 848, LOT 849, LOT 850, LOT 851, LOT 852, LOT 853, LOT 854, LOT 855, LOT 856, LOT 857, LOT 858, LOT 859, LOT 860, LOT 861, LOT 862, LOT 863, LOT 864, LOT 865, LOT 866, LOT 867, LOT 868, LOT 869, LOT 870, LOT 871, LOT 872, LOT 873, LOT 874, LOT 875, LOT 876, LOT 877, LOT 878, LOT 879, LOT 880, LOT 881, LOT 882, LOT 883, LOT 884, LOT 885, LOT 886, LOT 887, LOT 888, LOT 889, LOT 890, LOT 891, LOT 892, LOT 893, LOT 894, LOT 895, LOT 896, LOT 897, LOT 898, LOT 899, LOT 900, LOT 901, LOT 902, LOT 903, LOT 904, LOT 905, LOT 906, LOT 907, LOT 908, LOT 909, LOT 910, LOT 911, LOT 912, LOT 913, LOT 914, LOT 915, LOT 916, LOT 917, LOT 918, LOT 919, LOT 920, LOT 921, LOT 922, LOT 923, LOT 924, LOT 925, LOT 926, LOT 927, LOT 928, LOT 929, LOT 930, LOT 931, LOT 932, LOT 933, LOT 934, LOT 935, LOT 936, LOT 937, LOT 938, LOT 939, LOT 940, LOT 941, LOT 942, LOT 943, LOT 944, LOT 945, LOT 946, LOT 947, LOT 948, LOT 949, LOT 950, LOT 951, LOT 952, LOT 953, LOT 954, LOT 955, LOT 956, LOT 957, LOT 958, LOT 959, LOT 960, LOT 961, LOT 962, LOT 963, LOT 964, LOT 965, LOT 966, LOT 967, LOT 968, LOT 969, LOT 970, LOT 971, LOT 972, LOT 973, LOT 974, LOT 975, LOT 976, LOT 977, LOT 978, LOT 979, LOT 980, LOT 981, LOT 982, LOT 983, LOT 984, LOT 985, LOT 986, LOT 987, LOT 988, LOT 989, LOT 990, LOT 991, LOT 992, LOT 993, LOT 994, LOT 995, LOT 996, LOT 997, LOT 998, LOT 999, LOT 1000, LOT 1001, LOT 1002, LOT 1003, LOT 1004, LOT 1005, LOT 1006, LOT 1007, LOT 1008, LOT 1009, LOT 1010, LOT 1011, LOT 1012, LOT 1013, LOT 1014, LOT 1015, LOT 1016, LOT 1017, LOT 1018, LOT 1019, LOT 1020, LOT 1021, LOT 1022, LOT 1023, LOT 1024, LOT 1025, LOT 1026, LOT 1027, LOT 1028, LOT 1029, LOT 1030, LOT 1031, LOT 1032, LOT 1033, LOT 1034, LOT 1035, LOT 1036, LOT 1037, LOT 1038, LOT 1039, LOT 1040, LOT 1041, LOT 1042, LOT 1043, LOT 1044, LOT 1045, LOT 1046, LOT 1047, LOT 1048, LOT 1049, LOT 1050, LOT 1051, LOT 1052, LOT 1053, LOT 1054, LOT 1055, LOT 1056, LOT 1057, LOT 1058, LOT 1059, LOT 1060, LOT 1061, LOT 1062, LOT 1063, LOT 1064, LOT 1065, LOT 1066, LOT 1067, LOT 1068, LOT 1069, LOT 1070, LOT 1071, LOT 1072, LOT 1073, LOT 1074, LOT 1075, LOT 1076, LOT 1077, LOT 1078, LOT 1079, LOT 1080, LOT 1081, LOT 1082, LOT 1083, LOT 1084, LOT 1085, LOT 1086, LOT 1087, LOT 1088, LOT 1089, LOT 1090, LOT 1091, LOT 1092, LOT 1093, LOT 1094, LOT 1095, LOT 1096, LOT 1097, LOT 1098, LOT 1099, LOT 1100, LOT 1101, LOT 1102, LOT 1103, LOT 1104, LOT 1105, LOT 1106, LOT 1107, LOT 1108, LOT 1109, LOT 1110, LOT 1111, LOT 1112, LOT 1113, LOT 1114, LOT 1115, LOT 1116, LOT 1117, LOT 1118, LOT 1119, LOT 1120, LOT 1121, LOT 1122, LOT 1123, LOT 1124, LOT 1125, LOT 1126, LOT 1127, LOT 1128, LOT 1129, LOT 1130, LOT 1131, LOT 1132, LOT 1133, LOT 1134, LOT 1135, LOT 1136, LOT 1137, LOT 1138, LOT 1139, LOT 1140, LOT 1141, LOT 1142, LOT 1143, LOT 1144, LOT 1145, LOT 1146, LOT 1147, LOT 1148, LOT 1149, LOT 1150, LOT 1151, LOT 1152, LOT 1153, LOT 1154, LOT 1155, LOT 1156, LOT 1157, LOT 1158, LOT 1159, LOT 1160, LOT 1161, LOT 1162, LOT 1163, LOT 1164, LOT 1165, LOT 1166, LOT 1167, LOT 1168, LOT 1169, LOT 1170, LOT 1171, LOT 1172, LOT 1173, LOT 1174, LOT 1175, LOT 1176, LOT 1177, LOT 1178, LOT 1179, LOT 1180, LOT 1181, LOT 1182, LOT 1183, LOT 1184, LOT 1185, LOT 1186, LOT 1187, LOT 1188, LOT 1189, LOT 1190, 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LOT 1291, LOT 1292, LOT 1293, LOT 1294, LOT 1295, LOT 1296, LOT 1297, LOT 1298, LOT 1299, LOT 1300, LOT 1301, LOT 1302, LOT 1303, LOT 1304, LOT 1305, LOT 1306, LOT 1307, LOT 1308, LOT 1309, LOT 1310, LOT 1311, LOT 1312, LOT 1313, LOT 1314, LOT 1315, LOT 1316, LOT 1317, LOT 1318, LOT 1319, LOT 1320, LOT 1321, LOT 1322, LOT 1323, LOT 1324, LOT 1325, LOT 1326, LOT 1327, LOT 1328, LOT 1329, LOT 1330, LOT 1331, LOT 1332, LOT 1333, LOT 1334, LOT 1335, LOT 1336, LOT 1337, LOT 1338, LOT 1339, LOT 1340, LOT 1341, LOT 1342, LOT 1343, LOT 1344, LOT 1345, LOT 1346, LOT 1347, LOT 1348, LOT 1349, LOT 1350, LOT 1351, LOT 1352, LOT 1353, LOT 1354, LOT 1355, LOT 1356, LOT 1357, LOT 1358, LOT 1359, LOT 1360, LOT 1361, LOT 1362, LOT 1363, LOT 1364, LOT 1365, LOT 1366, LOT 1367, LOT 1368, LOT 1369, LOT 1370, LOT 1371, LOT 1372, LOT 1373, LOT 1374, LOT 1375, LOT 1376, LOT 1377, LOT 1378, LOT 1379, LOT 1380, LOT 1381, LOT 1382, LOT 1383, LOT 1384, LOT 1385, LOT 1386, LOT 1387, LOT 1388, LOT 1389, LOT 1390, 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Michael & Taylor Vieira
312 Eliason Loop
Proposed ADU Variance Request
December 27, 2016

Proposed Site Plan – 312 Eliason Loop



Michael & Taylor Vieira

312 Eliason Loop

Request for Variance to Reduce Front Setback for Construction of ADU

December 27th, 2016

We reside in a single family home located at 312 Eliason Loop. The lot sits between the lower loop and upper loop and therefore has two front setback restrictions of 20' each. We would like to build an Accessory Dwelling Unit (ADU) on the downhill portion of the lot and are requesting a variance to reduce the front setback from 20' to 12' for its construction.

The ADU will be a one-bedroom unit of approximately 780 square feet to be used as a long term rental, accessed from the lower road. The ADU will have an approximately 20' x 25' driveway providing two parking spaces as shown on the attached site plan. The ADU will be a single story structure with an approximate grade to ridge height of 15 feet. The existing single family home is accessed from the uphill road. The home has a two car garage with two parking spaces in the driveway.



312 Eliason Loop – from the uphill road

The lot has a significant downhill slope. Our request for a variance is made in an effort to limit disturbance of the hillside as much as possible, reduce the retaining efforts needed and minimize the costs associated with constructing on a hillside. When building the ADU, the entirety of the cut along the width of our lot will need to have some type of retaining structure built to meet grading requirements and keep the hillside intact. We plan to construct the back wall of the ADU using Insulated Concrete Forms (ICF) to retain that portion of the slope and use rock walls built to ARC standards to retain the other portions of the slope. The further we have to build from the lower road, the higher the vertical retainage of the hillside must be. In addition, any increased distance that we can provide between structures will help to maintain the appearance of separate homes and with that the character of the neighborhood.



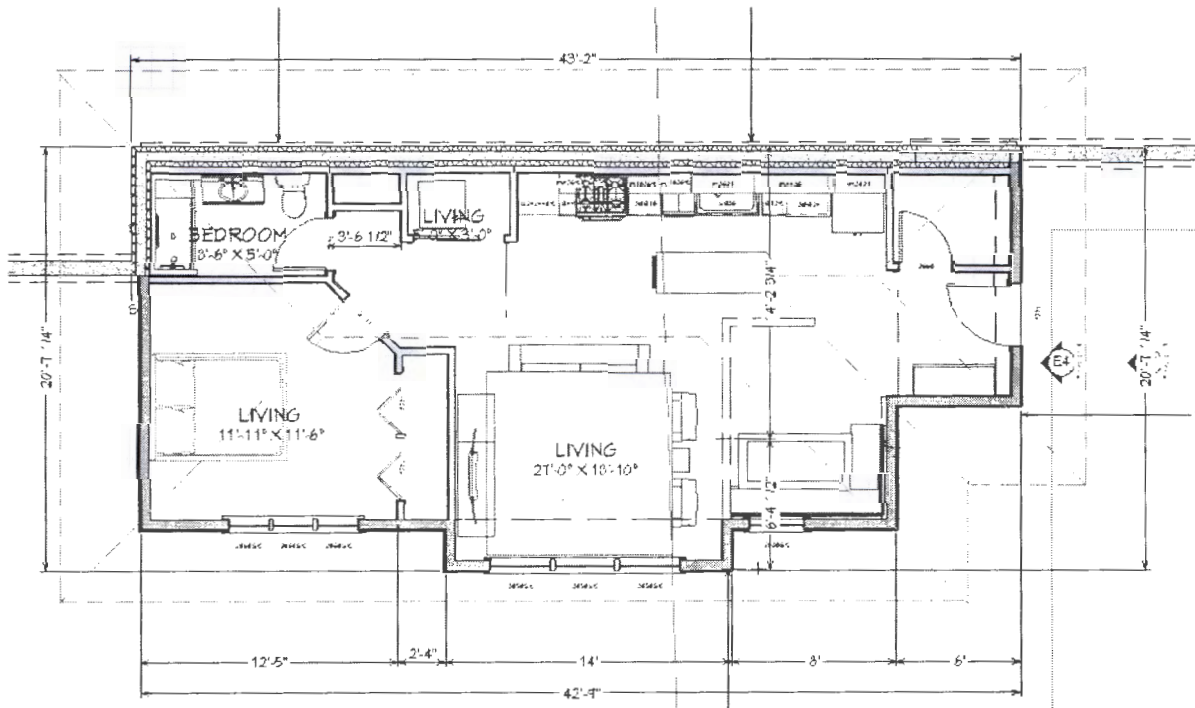
312 Eliason Loop – lower undeveloped portion of lot. Looking downhill from single family residence deck.



312 Eliason Loop – looking up from lower road

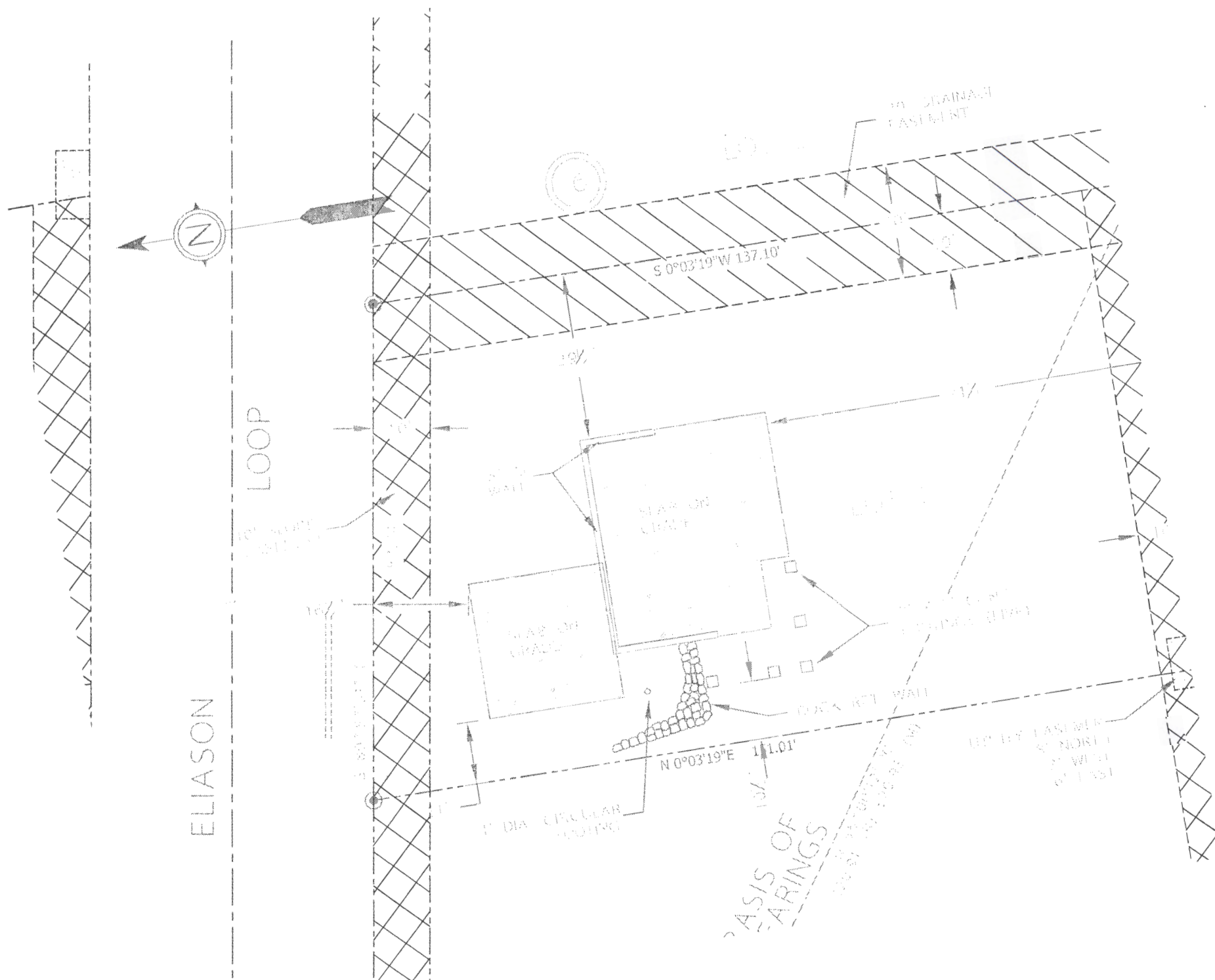


Approximate rendering of proposed ADU – plans not yet finalized



Proposed footprint of ADU – plan set has not been finalized, building permit has not been applied for at this point pending results of grading

The ADU is proposed to have an approximate footprint of 43' long by approximately 24' deep, including roof eaves. The floor plan above is a developing plan, please pay no attention room labels. We are working with a draftsman to finalize the plan based on site prep developments and the outcome of this variance request. The ADU's driveway will be to the right of the building and will be approximately 25' x 20' providing parking space off road for two vehicles – please see attached proposed site plan.





CITY AND BOROUGH OF SITKA
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT
GENERAL APPLICATION FORM

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

APPLICATION FOR:

☐ VARIANCE

☒ **CONDITIONAL USE**

☐ ZONING AMENDMENT

☐ PLAT/SUBDIVISION

BRIEF DESCRIPTION OF REQUEST: Request of change of front
set back from 20' to 12' for construction of ADU at
312 Eliason LP.

PROPERTY INFORMATION:

CURRENT ZONING: R1 PROPOSED ZONING (if applicable): no change

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

APPLICANT INFORMATION:

PROPERTY OWNER: Michael & Taylor Vieira

PROPERTY OWNER ADDRESS: 312 Eliason LP

STREET ADDRESS OF PROPERTY: 312 Eliason LP

APPLICANT'S NAME: Michael & Taylor Vieira

MAILING ADDRESS: 312 Eliason LP

EMAIL ADDRESS: vieira.mike@gmail.com DAYTIME PHONE: 738-2285

PROPERTY LEGAL DESCRIPTION:

TAX ID: _____ LOT: 2 BLOCK: 6 TRACT: _____

SUBDIVISION: Hillside US SURVEY: _____

OFFICE USE ONLY

COMPLETED APPLICATION		SITE PLAN	
NARRATIVE		CURRENT PLAT	
FEE		PARKING PLAN	

REQUIRED SUPPLEMENTAL INFORMATION:

For All Applications:

- ☐ Completed application form
- ☐ Narrative
- ☐ Site Plan showing all existing and proposed structures with dimensions and location of utilities
- ☐ Proof of filing fee payment
- ☐ Proof of ownership
- ☐ Copy of current plat

For Conditional Use Permit:

- ☐ Parking Plan
- ☐ Interior Layout

For Plat/Subdivision:

- ☐ Three (3) copies of concept plat
- ☐ Plat Certificate from a title company
- ☐ Topographic information
- ☐ Proof of Flagging

If Pertinent to Application:

- ☐ Landscape Plan
- ☐ Drainage and Utility Plan

CERTIFICATION:

I hereby certify that I am the owner of the property described above and that I desire a planning action in conformance with Sitka General Code and hereby state that all of the above statements are true. I certify that this application meets SCG requirements to the best of my knowledge, belief, and professional ability. I acknowledge that payment of the review fee is non-refundable, is to cover costs associated with the processing of this application, and does not ensure approval of the request. I understand that public notice will be mailed to neighboring property owners and published in the Daily Sitka Sentinel. I further authorize municipal staff to access the property to conduct site visits as necessary. I authorize the applicant listed on this application to conduct business on my behalf.

Owner

Date

12/27/16

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

Applicant (If different than owner)

Date

Parcel ID: 30645001
CHARLTON CAPITAL MANAGEMENT
CHARLTON CAPITAL MANAGEMENT
4307 E. SOUTH SHORE DR, SOUTH
ERIE PA 16511

Parcel ID: 30646005
DAVID/KATHERINE INGALLINERA
INGALLINERA, DAVID, J./KATHERINE,
L.
108 KIKSADI CT
SITKA AK 99835

Parcel ID: 30647015
WILLIAM/CAROL HUGHES
HUGHES, WILLIAM, A./CAROL, A.
332 ELIASON LOOP
SITKA AK 99835

Parcel ID: 30647018
KRISTOPHR/ERICA PEARSON
PEARSON, KRISTOPHER/ERICA
P.O. BOX 2421
SITKA AK 99835-2421

Parcel ID: 30647023
DUSTIN WARD
WARD, DUSTIN
P.O. BOX 2165
SITKA AK 99835-2165

Parcel ID: 30647026
WINGERT DEVELOPMENT, INC.
WINGERT DEVELOPEMENT, INC.
~~4810 PT FOSDICK DR NW, PMB 20~~
GIG HARBOR WA 98335

Parcel ID: 30647029
MIKE/TAYLOR VIEIRA
VIEIRA, MIKE & TAYLOR
312 ELIASON LOOP
SITKA AK 99835

Parcel ID: 30647032
DAVID/KELLEY TRINCHERO
TRINCHERO, DAVID & KELLEY
P.O. BOX 177
ROSEBURG OR 97470-0177

Parcel ID: 30647110
PATRICK/TAMARA O'NEILL
O'NEILL, PATRICK/TAMARA
2309 MERGANSER DR
SITKA AK 99835

Parcel ID: 30647141
MARY MILLER
MILLER, MARY, A.
P.O. BOX 864
SITKA AK 99835-0864

Parcel ID: 30646003
ANDREW/KATHRYN EGGEN
EGGEN, ANDREW/KATHRYN
105 KIKSADI CT
SITKA AK 99835

Parcel ID: 30647010
JACOB/KATELYN YLITALO
YLITALO, JACOB & KATELYN
403 LOUISE CT
SITKA AK 99835

Parcel ID: 30647016
WINGERT DEVELOPMENT, INC.
WINGERT DEVELOPEMENT, INC.
4810 PT FOSDICK DR NW, PMB 20
GIG HARBOR WA 98335

Parcel ID: 30647021
BRENT/KARIN CUNNINGHAM
CUNNINGHAM, BRENT/KARIN
337 ELIASON LOOP
SITKA AK 99835

Parcel ID: 30647024
WINGERT DEVELOPMENT, INC.
WINGERT DEVELOPEMENT, INC.
~~4810 PT FOSDICK DR NW, PMB 20~~
GIG HARBOR WA 98335

Parcel ID: 30647027
WINGERT DEVELOPMENT, INC.
WINGERT DEVELOPEMENT, INC.
~~4810 PT FOSDICK DR NW, PMB 20~~
GIG HARBOR WA 98335

Parcel ID: 30647030
DAVID/KELLEY TRINCHERO
TRINCHERO, DAVID & KELLEY
P.O. BOX 177
ROSEBURG OR 97470-0177

Parcel ID: 30647035
HAL/CARRIE SPACKMAN
SPACKMAN, HAL & CARRIE
P.O. BOX 874
SITKA AK 99835-0874

Parcel ID: 30647111
JERROD GALANIN
GALANIN, JERROD, M.
P.O. BOX 1804
SITKA AK 99835-1804

Parcel ID: 30647330
DAVID/PJ FORD RUPP/SLACK
RUPP, DAVID & SLACK, PJ
P.O. BOX 6281
SITKA AK 99835-6281

Parcel ID: 30646004
JAMES/PAMELA MOORE LIVING
TRUST
MOORE, PAMELA & JAMES
P.O. BOX 770
HAINES AK 99827-0770

Parcel ID: 30647013
JOHN/JENNIFER DAVIS
DAVIS, JOHN/JENNIFER
336 ELIASON LOOP
SITKA AK 99835

Parcel ID: 30647017
ERNEST/PAULA SCOTT
SCOTT, ERNEST/PAULA
7395 ROUNDUP LANE NW
SILVERDALE WA 98383

Parcel ID: 30647022
BLAKE HAGERMAN
HAGERMAN, BLAKE
P.O. BOX 338
SITKA AK 99835-0338

Parcel ID: 30647025
WINGERT DEVELOPMENT, INC.
WINGERT DEVELOPEMENT, INC.
~~4810 PT FOSDICK DR NW, PMB 20~~
GIG HARBOR WA 98335

Parcel ID: 30647028
CHARLTON CAPITAL MANAGEMENT,
LP
~~CHARLTON CAPITAL MANAGEMENT,~~
LP.
4307 E. SOUTH SHORE DR
ERIE PA 16511

Parcel ID: 30647031
DAVID/KELLEY TRINCHERO
TRINCHERO, DAVID & KELLEY
P.O. BOX 177
ROSEBURG OR 97470-0177

Parcel ID: 30647036
MANDIE SMITH
SMITH, MANDIE, L.
315 ELIASON LOOP
SITKA AK 99835

Parcel ID: 30647140
AMY NELSON
NELSON, AMY
334 ELIASON LOOP
SITKA AK 99835

Parcel ID: 30647331
CLAYTON/LARISSA NELLIS
NELLIS, CLAYTON/LARISSA
602 VERSA PLACE
SITKA AK 99835

Parcel ID: 30647341
BENJAMIN/EMILY CLARK
CLARK, BENJAMIN & EMILY
309 ELIASON LP
SITKA AK 99835

Parcel ID: 30647342
SEIMEEN BLANCO
BLANCO, SEIMEEN, J.
P.O. BOX 541
SITKA AK 99835-0541

Parcel ID: 30648001
JAMES PENROSE
PENROSE, JAMES, M.
110-A CHIRIKOV ST
SITKA AK 99835

Parcel ID: 30648002
JAMES PENROSE
PENROSE, JAMES, M.
110-A CHIRIKOV ST.
SITKA AK 99835

Parcel ID: 30648003
JON/AMANDA MARTIN/GREARSON
MARTIN, JON & GREARSON, AMANDA
325-B CASCADE ST
SITKA AK 99835

Parcel ID: 30648004
WINGERT DEVELOPMENT, INC
WINGERT DEVELOPMENT, INC.
~~4810 PT FOSDICK DR NW, PMB 20~~
GIG HARBOR WA 98335

Parcel ID: 30648005
JAMES/DIANNE DUNNAVANT
DUNNAVANT, JAMES, J./DIANNE, M.
P.O. BOX 945
SITKA AK 99835-0945

Parcel ID: 30649000
DEANNA SMITH
JOHNSON (SMITH), DEANNA
1196 37TH ST.
SPRINGFIELD OR 97478

Parcel ID: 30670005
MARTY/ELIZABETH MARTIN
REVOCABLE TRUST
MARTIN TRUST, MARTY,
J./ELIZABETH, A.
P.O. BOX 437
SITKA AK 99835-0437

Parcel ID: 30670006
RODRIGO/CAROLIN RACAZA
RACAZA, RODRIGO, B./CAROLINE, R.
132 WOLFF DR.
SITKA AK 99835

Parcel ID: 30670007
DARYL/NATHALIE RICE
RICE, DARYL, D./NATHALIE, P.
P.O. BOX 1775
SITKA AK 99835-1775

Parcel ID: 30670008
ROLAND MEARS
MEARS, ROLAND, R., III
126 WOLFF DR.
SITKA AK 99835

Parcel ID: 30670009
JARED HAZEL
HAZEL, JARED
124 WOLFF DR
SITKA AK 99835

Parcel ID: 30670010
PATRICIA HOWSE
HOWSE, PATRICIA, A.
10650 SE BULL RUN RD
SANDY OR 97055

Parcel ID: 30670011
ERIC MORISKY
MORISKY, ERIC, J.
120-B WOLF DR
SITKA AK 99835

Parcel ID: 30670012
GREGORY BLANKENSHIP
BLANKENSHIP, GREGORY, V.
P.O. BOX 2393
SITKA AK 99835-2393

Parcel ID: 30671001
MICHAEL/ELLEN BAGLEY
BAGLEY, MICHAEL, L./ELLEN, C.
P.O. BOX 94
SITKA AK 99835-0094

Parcel ID: 30671006
SANDRA BEARE-SPENCER
BEARE-SPENCER, SANDRA
P.O. BOX 95
SITKA AK 99835-0095

Parcel ID: 30703000
SUSAN WARNER
WARNER, SUSAN, H.
411 7TH ST
JUNEAU AK 99801

P&Z Mailing
January 6, 2017

PAID
DEC 27 2016
CITY & BOROUGH OF SITKA

INVOICE

CITY AND BOROUGH OF SITKA

100 LINCOLN STREET, SITKA ALASKA 99835

DATE: 12/27/16

To: Mike Vieira

ACCOUNT # 100-300-320-3201.002
PLANNING & ZONING

Variance.....	75.00
Conditional Use Permit.....	100.00
Minor Subdivision.....	
Major Subdivision.....	
Zoning Map Change.....	
Zoning Text Change.....	
Lot Merger.....	
Boundary Line Adjustment.....	
General Permit.....	
Appeal of Enforcement Action (Pending).....	
Other.....	
Sales Tax.....	8.75
TOTAL.....	183.75

Thank you

CC

A
L
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S
K
A

2010-001786-0

Recording Dist: 103 - Sitka

12/30/2010 11:50 AM Pages: 1 of 2



File for Record at Request of:

First American Title Insurance Company

AFTER RECORDING MAIL TO:

Name: Mike and Taylor Vieira

Address: 312 Eliason Loop

Sitka, AK 99835

File No.: **0241-1670786 (JRN)**

STATUTORY WARRANTY DEED

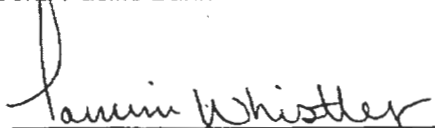
THE GRANTOR, **Alaska Pacific Bank**, whose mailing address is **2094 Jordan Avenue, Juneau, AK 99801**, for and in consideration of **TEN DOLLARS AND OTHER GOOD AND VALUABLE CONSIDERATION**, in hand paid, conveys and warrants to **Mike Vieira and Taylor Vieira, husband and wife**, residing at **311 Eliason Loop, Sitka, AK 99835**, the following described real estate, situated in the **Sitka** Recording District, **First** Judicial District, State of **Alaska**:

Lot 2, Block 6, HILLSIDE SUBDIVISION, according to Plat 2006-11, Records of the Sitka Recording District, First Judicial District, State of Alaska.

SUBJECT TO reservations, exceptions, easements, covenants, conditions and restrictions of record, if any.

Dated: December 28th, 2010.

Alaska Pacific Bank



By: Tammi Whistler, Vice
President/Loan Services Manager

December 23, 2010



CITY AND BOROUGH OF SITKA

Legislation Details

File #: MISC 17-04 **Version:** 1 **Name:**

Type: P&Z Miscellaneous **Status:** AGENDA READY

File created: 1/4/2017 **In control:** Planning Commission

On agenda: 1/17/2017 **Final action:**

Title: Discussion and direction of the land use, housing, and economic sections of the Comprehensive Plan. Commissioners to share top priorities from each category.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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