



CITY AND BOROUGH OF SITKA

Meeting Agenda

Planning Commission

Chris Spivey, Chair
Darrell Windsor, Vice Chair
Randy Hughey
Richard Parmelee
Taylor Colvin

Thursday, March 22, 2018

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-40](#) Approval of the February 22, 2018 meeting minutes.

Attachments: [2.22.18 draft](#)

IV. PERSONS TO BE HEARD

(Public participation on any item off the agenda. All public testimony is not to exceed 3 minutes for any individual, unless the Chair imposes other time constraints at the beginning of the agenda item.)

V. PLANNING DIRECTOR'S REPORT

B [MISC 18-10](#) Director's Report - March 22

VI. REPORTS

VII. THE EVENING BUSINESS

C [VAR 18-03](#) Public hearing and consideration of a variance request for the reduction in the front setback from 20 feet to 10 feet for the construction of a single-family house in the R-1 single-family and duplex residential district. The property is also known as Lot 4 McCoy Subdivision. The request is filed by Amy Zanuzoski. The owners of record are Brian Oberreuter and Amy Zanuzoski.

Attachments: [VAR18-03.1940Dodge.Zanuzoski.Packet.16Mar2018](#)

- D** [P 18- 01](#) Public hearing and consideration of a minor subdivision to result in 4 lots at 140 Granite Creek Road in the C-2 General Commercial Mobile Home District. The property is also known as Lot 2 Lower Granite Creek Subdivision. The request is filed by Pete Jones. The owner of record is Jones & White, LLC.
Attachments: [P18-01.140GraniteCreek.Jones.Packet.16Mar2018](#)
- E** [P 18- 02](#) Public hearing and consideration of a minor subdivision to result in two lots at 2310 Halibut Point Road in the R-1 MH District. The property is also known as a portion of Lot 13 US Survey 2418. The request is filed by John and Jamie Licari. The owner of record is JPJL, LLC.
Attachments: [P18-02.2310HPR.Licari.Packet.16Mar2018](#)
- F** [P 18- 06](#) Public hearing and consideration of a request to vacate platted access and slope easements and realign the access easement at 2314, 2316, 2318, and 2370 Halibut Point Road in the R-1 MH district. The property is also known as Lots 1, 2, 3, and 4 Oceanview Ridge Subdivision. The request is filed by Michael Tisher. The owners of record are Michael Tisher, Jeremiah Jeske, George and Tamara Eliason, and Volney and Linda Smith.
Attachments: [P18-06.Tisher.Packet.16Mar2018](#)
- G** [P 18- 04](#) Public hearing and consideration of a minor subdivision to result in four lots at 2370 Halibut Point Road in the R-1 MH District. The property is also known as Lot 1 Oceanview Ridge Subdivision. The request is filed by Michael Tisher. The owner of record is Michael Tisher.
Attachments: [P18-04.Tisher.2370HPR.Packet.16Mar2018](#)
- H** [VAR 18-02](#) Public hearing and consideration of a variance major amendment request for the reduction in the front setback from 20 feet to 8 feet for the construction of a carport at 205 Crabapple Drive in the R-1 single-family and duplex residential district. The property is also known as Lot 23 Lakeview Heights Addition. The request is filed by Aaron Routon. The owners of record are Aaron and Emily Routon. The commission will consider a motion to rescind action taken on February 22, 2018.
Attachments: [Rescind Planning Commission](#)
[VAR18-02.205Crabapple.Routon.Packet.16Mar2018](#)
- I** [CUP 18-07](#) Public hearing and consideration of a conditional use permit for a short-term rental at 116 Knutson Drive in the R-2 multifamily residential district. The property is also known as Lot 17A Knutson Subdivision Phase III Lot Line Adjustment. The request is filed by Michael Finn. The owners of record are Michael and Elizabeth Finn.
Attachments: [CUP18-07.116Knutson.STR.Finn.Packet.16Mar2018](#)

- J** [P 18- 03](#) Public hearing and consideration of a boundary line adjustment request for 1300 and 1306 Halibut Point Road in the R-2 multifamily residential district. The properties are also known as Lot 1B Little Critter Subdivision and Unsubdivided Remainder SCLT Subdivision. The request is filed by Randy Hughey for Sitka Community Land Trust. The owners of record are Sitka Community Development Corporation, Burgess Bauder, and Victoria Vosburg.
Attachments: [P18-03 1300 1306 HPR BLA Packet 16Mar2018](#)
- K** [VAR 18-04](#) Public hearing and consideration of a variance request for 750 Alice Loop in the WD Waterfront District. The request is for the reduction in the front setback from 20 feet to 15 feet for the construction of a single-family house. The property is also known as Lot 1 Charlie Joseph Subdivision. The request is filed by John and Andrea Leach. The owners of record are John and Andrea Leach.
Attachments: [VAR18-04.750Alice.Leach.Packet](#)
- L** [MISC 18-11](#) Short-term rental annual report discussion and direction.
Attachments: [STR Annual Report Memo 14Mar2018](#)
[STR Annual Report Compilation 2017 With Finance Notes](#)
[aug 2017 Econ Trends Newsletter](#)
[PASQuickNotes56](#)

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: March 12 and 14



CITY AND BOROUGH OF SITKA

Legislation Details

File #: PM-40 **Version:** 1 **Name:**

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File created: 2/21/2018 **In control:** Planning Commission

On agenda: **Final action:**

Title: Approval of the February 22, 2018 meeting minutes.

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Attachments: [2.22.18 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
Randy Hughey
Richard Parmelee
Taylor Colvin

Thursday, February 22, 2018

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, Hughey, Colvin, Knox - Assembly liaison
Absent: Parmelee (excused), Bean - Assembly liaison alternate

II. CONSIDERATION OF THE AGENDA

III. CONSIDERATION OF THE MINUTES

A [PM-38](#) Approval of the January 16, 2018 meeting minutes.

Windsor/Colvin moved to approve the January 16, 2018 meeting minutes.
Motion passed 4-0.

B [PM-39](#) Approval of the February 8, 2018 meeting minutes.

Windsor/Colvin moved to approve the February 8, 2018 meeting minutes.
Motion passed 4-0.

IV. PERSONS TO BE HEARD

V. PLANNING DIRECTOR'S REPORT

C [MISC 18-07](#) Director's Report - February 22

Director Michael Scarcelli outlined public outreach activities to garner comment for the Comprehensive Plan. Scarcelli gave a summary of the Municipal Clerk's memo regarding abstaining from voting and conflicts of interest.

VI. REPORTS

VII. THE EVENING BUSINESS

D [P 17-09](#)

Public hearing and consideration of a subdivision replat request for properties at Baranof Warm Springs. The properties are known as Lot 2 and the Southerly Portion of Lot 1, Block 7, US Survey 3291 A&B and adjacent accreted tidelands. The request is filed by James Brennan. The owners of record are James Brennan and Mark and Dawn Young.

Scarcelli gave an overview of the request, and the interactions of isostatic rebound and accretion. The request would join accreted tidelands to two existing properties. The primary issue is preserving the community's interest in the easement rights of the boardwalk via a new easement noted on the plat and potentially an additional recorded document, possibly addressing maintenance if the municipality so desires. Scarcelli discussed the platted boardwalk and stated that work with the Municipal Attorney and applicants will be necessary after approval to craft an easement document. Staff recommend approval subject to conditions of approval.

James Brennan, owner of one of the lots, introduced Mark Young, owner of the other subject lot. Brennan gave an overview of the rights of uplands owners to claim accreted lands. Brennan stated that a quiet title action has been filed in state court, and stated that DNR currently has no problems with the proposal subject to local platting authority approval. Brennan stated that he is willing to grant a recordable easement to the city for the boardwalk. Brennan stated that the city has never had an easement or right-of-way of record for the falls. Brennan discussed prior issues with the boardwalk resulting in municipal legal action. Brennan stated a commitment to working with the Planning Director and Municipal Attorney on the easement. Scarcelli asked Brennan to clarify Brennan's concerns regarding chain of title. Brennan stated that the city has record of ownership in his name only, but he believes he has a deed granting ownership to himself and his wife. Hughey stated that it appears the boardwalk easement would go across the property, and Brennan stated that the easement that is correct, and that the easement is in the best interest of the property owners and the public.

No public comment.

Scarcelli clarified a typo, and stated that the applicant's name is spelled "Brennan."

Hughey/Windsor moved to find that as modified and conditioned that the proposed replat with conditions requiring an easement for the boardwalk complies with all pertinent development codes, complies with the Comprehensive Plan, and also does not negatively impacts the public's health, safety, and welfare. Motion passed 4-0.

Hughey/Windsor moved to approve the subdivision replat request for properties at Baranof Warm Springs subject to the attached conditions. The properties are known as Lot 2 and the Southerly Portion of Lot 1, Block 7, US Survey 3291 A&B and adjacent accreted tidelands. The request is filed by James Brennan. The owners of record are James Brennan and Mark and Dawn Young.

Conditions of Approval:

- i. The plat shall show note and detail an access easement for the boardwalk.**
- ii. If required by the municipality, documents detailing the access easement and any required maintenance rights or liabilities shall be approved by the municipality prior to recording and referencing on any final plat. Legal and**

administration will work with the application to meet this condition of approval. If documents are required, these shall also be noted on the plat.

iii. The plat shall follow all recording requirements including proper monumentation. Secondary monuments shall be placed at all angle points, and at least one primary monument shall be located along the boundary line.

iv. All applicable state, federal, and tribal permits, licenses, regulations, and statutes shall be followed in subdividing this land.

Motion passed 4-0.

E [P 17-08](#)

Public hearing and consideration of a minor subdivision request to result in two lots for 218 Shotgun Alley in the SFLD Single Family Low Density Residential District. The property is also known as Lot 3 WR Resubdivision. The request is filed by Steve Reifensstuhl. The owners of record are Steven Reifensstuhl and Andrea Thomas.

Scarcelli stated that this is the final plat hearing. The request is to subdivide one lot into two. Scarcelli described lot dimensions and district standards. Scarcelli showed photos of utilities, encroaching structures, and parking outside the property lines. Scarcelli showed the plat, as-built survey, and utility plans. Topographic information was provided after the preliminary approval. Conditions of approval mitigate concerns for parking, utilities, and narrow dimensions of one proposed lot. Staff recommend approval subject to conditions of approval.

Steve Reifensstuhl stated that most of his neighbors park on the edge of the road and encroach more than he does. Scarcelli stated that code requires on-site parking, and properties should be moving toward code conformity. Windsor asked if on-site parking was possible, and Reifensstuhl stated "not really," but "anything is possible with enough money." Scarcelli stated that it may be unappealing to develop the Shotgun Alley frontage, and one option is to plat an easement through Lot 2. Windsor asked if the easement could only be platted and not developed, and Scarcelli stated that it just has to be platted to city standards. Reifensstuhl stated that an easement through Lot 2 wouldn't allow for that lot to be developed. Scarcelli stated that two 9' by 18' spaces are required per dwelling unit. Reifensstuhl asked how far cars must be off the pavement, and Scarcelli stated "both cars have to be parked on your property." Reifensstuhl stated that the boat is parked on the right-of-way and asked if that space could be used, and Scarcelli stated no. Scarcelli stated that an encroachment permit is required from Public Works for any right-of-way encroachments.

No public comment.

Windsor asked about approving the proposal without parking, and Scarcelli stated that approvals should be compliant with code. Scarcelli stated that the parking concern was raised after flagging was completed. Scarcelli stated that there is a condition of approval to address parking. Spivey stated that there is on-street parking occurring on Shotgun Alley but we need to move toward conformity. Hughey agreed and stated that Shotgun Alley is already skinny. Hughey stated that solutions should be sought now before the second lot is developed. Colvin stated support for approving the final plat subject to conditions of approval.

Colvin/Windsor moved to find that:

- a. As modified and conditioned, the final plat does meet its burden of proof as to access, lot width, utilities, and parking.**
- b. As modified and conditioned, that the proposed minor subdivision final plat complies with the Comprehensive Plan Sections 2.4.19 and 2.5.7 by using the subdivision process as the primary tool to manage land and have orderly**

development and layout;

c. As modified and conditioned, that the proposed minor subdivision final plat may comply with the subdivision code; and

d. As modified and conditioned, that the minor subdivision final plat may not be injurious to the public health, safety, and welfare and further that the proposed plat notes and conditions of approval protect the harmony of use and the public's health, safety and welfare.

Motion passed 4-0.

Colvin/Windsor moved to approve the final plat (Reifenstuhl Subdivision), for a minor subdivision at 218 Shotgun Alley subject to the attached conditions of approval. The property is also known as Lot 3 WR Resubdivision. The request is filed by Steve Reifenstuhl. The owners of record are Steven Reifenstuhl and Andrea Thomas.

Conditions of Approval.

1. Prior to recording, all angle points shall have secondary monumentation and at least one primary monument recovered or placed along the boundary line of the subdivision.
 2. The applicant shall use all accessory structures as accessory structures and not as principal residential uses nor for temporary residential uses.
 3. On-site parking shall comply with code prior to recording the final plat (SGC 22.20.100.D.1: two 9'x18' parking spaces per residential lot shall be provided on site).
 - a. This can occur through a variety of means such as providing access to Lot 1 via Lot 2 (would require easement added to plat), or showing on-site parking on lot 1 that is readily accessible.
 4. Encroachments off- site by any temporary structure, such as the shed and off-site parking improvements, shall be corrected or receive proper permission of use within 3 months of approval.
 5. All utilities, including water, sewer, and electricity shall be required to have an approved permit from the municipality; and all utility permits and design shall comply with all applicable code and design polices including, but not limited to 15.04.100, 15.04.110, 15.04.240, and 15.04.250.
 6. This subdivision development and the final plat shall comply with all applicable Sitka General Code prior to recording.
 7. Note: there may be difficulty developing utilities through Yakobi Way.
 8. Please note: Minor errors, corrections, and language of plat notes, may be approved by the Planning Director that do not substantially and materially impact the nature of the subdivision.
 9. All applicable state, federal, and tribal permits, licenses, regulations, and statutes shall be followed in subdividing this land.
- Motion passed 4-0.

F [CUP 18-02](#)

Public hearing and consideration of a conditional use permit request for a short-term rental at 1929 Dodge Circle in the R-1/ R-1MH Residential District. The property is also known as Lot 3 Ocean Heights Subdivision. The request is filed by Stephanie Brenner and Andrew Stoner. The owners of record are Stephanie Brenner and Andrew Stoner.

Planner I Samantha Pierson described the request for short-term rental of a 2 bedroom 1 bathroom portion of a single-family house. Sufficient parking exists on-site and foliage provides a buffer to the rear. The lot is more than twice the minimum lot size. Pierson showed a vicinity map showing three other short-term rentals nearby. Commissioners stated appreciation for this density information. Pierson stated that the rental would be professionally managed. Staff recommend approval subject to

conditions of approval.

Brenner stated that she is not in Sitka during the summer, and the rental would primarily be rented out short-term May - September. Sometimes friends stay at the house. The unit is not rented out otherwise. Brenner stated that the rental would be managed by Sitka Travel.

No public comment.

Hughey stated that it's easier to approve with professional management. Spivey stated that the commission should be mindful of increasing density of short-term rentals.

Windsor/Hughey moved to find that:

1. ...The granting of the proposed conditional use permit will not:

a. Be detrimental to the public health, safety, and general welfare specifically, conditions of approval require responsible garbage management to minimize bear risk;

b. Adversely affect the established character of the surrounding vicinity specifically, sufficient parking exists on-site; 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, specifically, access is developed and managed through an access easement agreement.

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, specifically, conforms to Comprehensive Plan Section 2.2.1 which emphasizes supporting "economic activities which contribute to a stable, long-term, local economic base" by allowing local homeowners to launch a small business and participate in the tourism industry and Section 2.6.2(K), which supports "development of facilities to accommodate visitors" that do not negatively impact surrounding residential neighborhoods, by operating a short-term rental with requirements to mitigate concerns for traffic, odors, and noise.

3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced, specifically that provision of a detailed rental overview can address potential areas of concern as soon as the tenant arrives to the property, and violations may be grounds for eviction.

Motion passed 4-0.

Windsor/Hughey moved to approve the conditional use permit application for a short term rental at 1929 Dodge Circle subject to the attached conditions of approval. The property is also known as Lot 3 Ocean Heights Subdivision. The request is filed by Stephanie Brenner and Andrew Stoner. The owners of record are Stephanie Brenner and Andrew Stoner.

Conditions of Approval:

1. Contingent upon a completed satisfactory life safety inspection.

2. The facility shall be operated consistent with the application, narrative, and plans that were submitted with the request.

3. 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, bed tax remitted, any violations, concerns, and solutions implemented. The report is due within thirty days following the end of the reporting period.

4. 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 upon receipt of meritorious complaint or

evidence of violation of conditions of approval.

5. 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.

6. The property owner shall register for a sales account prior to the Conditional Use Permit becoming valid.

7. To mitigate against the risk and impact of bears from the short term rental, the property owner shall assure all trash is deposited in trash receptacles that are stored in bear proof areas (whether enclosed garage or other bear proof area) and only placed on street for collection after 4 AM on trash collection day. Should this condition not be followed the CUP shall be revoked.

8. To mitigate against parking and traffic impacts, property owner shall provide detailed parking and traffic rules, and shall ensure all parking for all uses (residential or short-term rental) shall occur off-street, on-site, and further that should on-street parking occur at any time, the conditional use permit shall be revoked.

9. Any signs must comply with Sitka General Code 22.20.090.

10. A detailed rental overview shall be provided to renters detailing directions to the unit, appropriate access, parking, trash management, noise control, and a general admonition to respect the surrounding residential neighborhood.

12. The property owner shall communicate to renters that a violation of these conditions of approval will be grounds for eviction of the short-term renters.

13. Failure to comply with any of the above conditions may result in revocation of the conditional use permit.

Motion passed 4-0.

G [CUP 18-04](#)

Public hearing and consideration of a conditional use permit for a food truck at 331 Lincoln Street in the CBD Central Business District. The property is also known as Fractional Portion of Tract J US Survey 404. The request is filed by Youth Advocates of Sitka. The owner of record is Christopher Bowen.

Pierson described the request for a food truck/outdoor restaurant. The location is in front of the movie theater next to Ashmo's, which has a current conditional use permit. Pierson stated that this will be a youth workforce development program overseen by adult staff. Coffee and smoothies will be served. Odors and noise are not expected to exceed what is typical in the Central Business District. The applicants provided a marked-up photo to show that the food truck will not block the main entrance to the theater. The operation was located at Lakeside last year, and a DEC permit is active. Liquid and solid waste plans are provided. Proposed hours of operation are typical business hours, 9 AM to 5 PM. Staff recommend approval subject to conditions of approval.

Matthew Jackson represented Youth Advocates of Sitka. Jackson stated that he would appreciate flexibility to expand hours beyond what was proposed.

No public comment.

Spivey stated support. Scarcelli stated that the Central Business District is active throughout the day. Commissioners stated support for expanding hours of operation to allow for the applicant's flexibility.

Hughey/Windsor moved find that:

1. ...The granting of the proposed conditional use permit will not:

a. Be detrimental to the public health, safety, and general welfare specifically, the operations have received appropriate DEC food safety permitting;

- b. Adversely affect the established character of the surrounding vicinity specifically, the Central Business District is an area designated for a wide range of commerce; 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, specifically, waste products will be handled in accordance with municipal utility programs;
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, specifically, conforms to Comprehensive Plan Section 2.2.1 which emphasizes supporting “economic activities which contribute to a stable, long-term, local economic base” by allowing for an economic enterprise that simultaneously provides workforce development.
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced, specifically that the Planning Commission may review the permit at any time upon receipt of meritorious complaint.

Motion passed 4-0.

Hughey/Windsor moved to approve the conditional use permit application for a food truck/outdoor restaurant at 331 Lincoln Street. The property is also known as a fractional portion of Tract J US Survey 404 subject to the attached conditions of approval. The request is filed by Youth Advocates of Sitka. The owner of record is Christopher Bowen.

Conditions of Approval:

- 1. All required permits, including but not limited to DEC Food Safety and Sanitation, shall
- 2. Operations shall not obstruct safe access to the theater entrance and shall not obstruct sidewalk passage.
- 3. The facility shall be operated consistent with the application, narrative, and plans that were submitted with the request.
- 4. The Planning Commission, at its discretion and upon receipt of meritorious complaint, may schedule a public hearing at any time for the purpose of resolving issues with the request and mitigating adverse impacts on nearby properties.
- 5. The Planning Commission authorizes greater flexibility for hours of operation beyond the hours outlined in the application.

Motion passed 4-0.

H [CUP 18-05](#)

Public hearing and consideration of a conditional use permit for a marijuana cultivation facility at 224 Smith Street in the I Industrial District. The property is also known as Lot 6 Smith Street Industrial Subdivision. The request is filed by Eric VanVeen. The owners of record are George and Steven Skannes.

Scarcelli described the request and project site. The granted setback variance creates difficulty for establishing adequate parking. Scarcelli discussed the definition of “recreational uses” and the commission’s role in determining a sensitive use. In this case, that the ‘recreational uses’ in the vicinity did not equate to state protected “sensitive uses” and therefore not subject to the state 500 foot buffer; however, the Commission could decide that such recreation uses are not compatible with the proposed use and rule against the proposed use based upon disharmony of uses and impacts to public health safety and welfare. The property is zoned industrial. Scarcelli showed interior and exterior photos and floor plans. Scarcelli stated that conditions of approval require additional information regarding odor, waste, and security. Windsor stated that the parking pads shown in the photos aren't actually parking pads but

access into the building.

Eric VanVeen stated he can do further work on the parking plan. VanVeen stated that he will have five employees. VanVeen stated that his engineer will have more odor plan details available soon. Hughey asked about the growing tension of growing development and federal intervention. VanVeen stated that it's dangerous but it's a booming business and he doesn't believe the federal government will intervene.

John McGraw stated that he lives 300 feet away from this building and is concerned for odor. McGraw stated that other operations are causing odors and he's concerned for concentrating these businesses in one area. Scarcelli stated that applicants must keep a log book of daily odor checks and he encourages applicants exceed the minimum filtration. McGraw stated concern for parking, and Scarcelli clarified that parking is a condition of approval. Hughey stated that the commission wants to hear input from neighbors, as this is a new industry. Spivey stated that the applicant has to prove that they can handle the responsibility of the conditional use permit.

Michelle Cleaver stated that she owns Weed Dudes. Cleaver stated that Alaska's Attorney General has vowed to protect legal marijuana enterprises and go after black market marijuana.

Spivey stated that it's a good idea to note the location and density of marijuana enterprises. Spivey stated that there have been times that he's detected odors in the neighborhood. Windsor asked what happens with the conditional use permit is revoked. Scarcelli stated that it is important to explore the reasons behind condition violations and offer an opportunity to correct prior to permit revocation if possible.

Colvin/Windsor moved to adopt staff's finding in the written report and find that the zoning code has been followed, that the comprehensive plan has consulted, and that there are no negative impacts present that have not been adequately mitigated by the attached conditions of approval for the proposed marijuana cultivation conditional use.

Motion passed 4-0.

Colvin/Windsor moved to approve the conditional use permit for a marijuana cultivation facility at 224 Smith Street in the Industrial zoning district. The property is also known as Lot 6 Smith Street Industrial Subdivision. The request is filed by Eric VanVeen. The owners of record are George and Steven Skannes.

Conditions of Approval:

- 1. Owners, operators, and staff of conditional uses shall comply with all state and municipal licensing regulations.**
- 2. All licensed facilities shall comply with all life and safety regulations as promulgated by the municipal Building Official.**
- 3. All licensed manufacturing and cultivation uses shall provide a fire safety plan, material handling plan, and comply with all fire safety regulations that satisfies the Fire Marshal or their designee and the Building Official.**
- 4. All licensed facilities and/or uses shall provide screening from public view of any marijuana related commercial, retail, cultivation, or manufacturing use.**
- 5. All licensed facilities and/or uses shall establish an active sales account and business registration with the Municipality and shall comply with all standard & required accounting practices.**
- 6. It shall be a standard regulation that all conditional uses comply with all applicable state regulations and licensing laws or it shall be deemed to abandon and extinguish and associated municipal license or conditional use**

permit.

7. All approved conditional use permits shall comply with all Sitka General Code or shall be deemed to abandon and extinguish any associated municipal license or conditional use permit

8. Applicant shall provide a Parking Plan that complies with Section 22.20.100 for all uses present and proposed at the current property including number of required parking and loading spaces to be approved by the Planning Director. Spaces shall include 3 parking space for employees and one loading zone for the cultivation use, and one space for every 400 square feet of industrial use (outboard).

9. The applicant must provide more detail for an Odor Control Plan to be submitted and approved by the Planning Director prior to issuance of any occupancy permit.

a. Odor Control shall include reasonable best means that include, but are not limited to inline carbon filters within HVAC, inline carbon filters for any heat and odor exhaust systems, to limit and mitigate odor impacts to surrounding uses and industrial park employees. The project must comply with the submitted odor control plan and odor control features. Should a meritorious odor complaint be received, the Planning Commission may require additional odor control measures to mitigate any actual negative impacts, such as additional advanced odor filtration systems.

10. The proposed cultivation site shall not be located within 500 feet of any school grounds, recreation or youth center, religious service building, or correctional facility that was legally established prior to approval of this conditional use permit as intended by licensing restriction and regulations of the state in 3 AAC Chapter 306.

11. The permittee shall report, annually, to the planning commission on gross sales, sales tax amounts, electrical consumption, number of employees, hours of operation, complaints, police or other law or regulation enforcement activity, and summary of operations.

12. The permit is subject to review should there be a meritorious complaint, impact to public health safety or welfare, or violation of a condition of approval. The review may occur at the discretion of the Planning Director or by motion of the Planning Commission to address meritorious issues or complaints that may arise. During this review, based on the evidence provided, existing code and conditions of approval, the permit may be amended or revoked to address impacts to public health, safety, and welfare.

13. Prior to operation, the Sitka Police Department shall approve the security features as being reasonable security measures as outlined in the proposed operating plan and security plan submitted by applicant.

14. The use shall comply with all applicable deed reservations, conditions, restrictions, limitations or exceptions.

Motion passed 4-0.

BREAK 8:15 - 8:23

I [CUP 17-25](#)

Public hearing and consideration of a conditional use permit for a marijuana cultivation facility at 202 Smith Street for RTW, LLC in the C-2 General Commercial Mobile Home District. The property is also known as Lot 8 Sitka Projects Subdivision. The request is filed by Ronald T. Waldron. The owner of record is RTW, LLC.

Scarcelli outlined the proposal and pointed to the top concern is the compatibility of use of the gym across Smith Street from the proposed location. The gym does not meet the state definition of "Recreation Center" but meets the general understanding of a recreation center. The New Archangel Dancers are next door to the proposal. The project is zoned C-2 with high commercial and sports uses surrounding. Scarcelli showed photos, site plan, parking plan, and floor plans. Conditions of approval would require additional information on odor control, security, and waste management. Scarcelli read a letter of concern from Trisha Bessert of Sitka Gymnastics Academy/Kronos Gym/Sitka Cirque at 207 Smith Street outlining the close proximity between the gym and proposed cultivation location. Scarcelli stated that the primary concern will be odor, and the commission should consider if the concern can be adequately mitigated. While the state definition of "Recreation Center" isn't met by nearby uses, the common sense definition is met by these uses. Staff recommend approval subject to conditions of approval. Colvin clarified that state approval would follow this approval, and Scarcelli stated yes. Scarcelli stated that even beyond state marijuana regulations, the Planning Commission is charged to make decisions about harmony of use.

Ronald Waldron is the owner of the property. William Noel stated that he will be the facility manager. Spivey asked the applicant to explain odor controls. Waldron stated that they have hired a mechanical engineer from Juneau to plan the system. Waldron stated that daily walk-throughs will be conducted. Noel stated that an emergency generator will be installed. Waldron stated that signage will be small as it is not a retail outlet. Waldron stated that the building will not change except for the addition of a rear exit. Waldron stated that no addition staff will be added, as the property will be staffed by existing staff. Waldron stated that Safetec will continue to operate on the first floor with cultivation in the second floor. Waldron stated that the upstairs will be a sealed, secured facility.

Celeste Tydingco stated that her daughter is in gymnastics in the gym and karate in the New Archangel building. Access to the New Archangel building is on the side. Children as young as 5 participate in karate. Gymnastics ranges from toddlers to teenagers, 7 days per week.

Spivey stated that understands the concerns and stated that he has been approached by several concerned individuals. Spivey stated that he is torn as a parent. Colvin stated that there could be businesses in the area that could pose more danger to kids, such as forklifts, and the property is commercial. Hughey stated that he doesn't think cultivation poses a threat, the operation would be discrete, and it's tough to find commercial space. Spivey stated concern for density of marijuana businesses. Windsor stated that the market will weed out businesses.

Windsor/Hughey to adopt staff's finding in the written report and find that the zoning code has been followed, that the comprehensive plan has consulted, and that there are no negative impacts present that have not been adequately mitigated by the attached conditions of approval for the proposed marijuana cultivation conditional use.

Motion passed 3-1, Spivey voting against.

Windsor/Hughey moved to approve the conditional use permit for a marijuana cultivation facility at 202 Smith Street for RTW, LLC in the C 2 General Commercial Mobile Home District. The property is also known as Lot 8 Sitka Projects Subdivision. The request is filed by Ronald T. Waldron. The owner of record is RTW, LLC.

Conditions of Approval:

1. Owners, operators, and staff of conditional uses shall comply with all state

and municipal licensing regulations.

2. All licensed facilities shall comply with all life and safety regulations as promulgated by the municipal Building Official.

3. All licensed manufacturing and cultivation uses shall provide a fire safety plan, material handling plan, and comply with all fire safety regulations that satisfies the Fire Marshal or their designee and the Building Official.

4. All licensed facilities and/or uses shall provide screening from public view of any marijuana related commercial, retail, cultivation, or manufacturing use.

5. All licensed facilities and/or uses shall establish an active sales account and business registration with the Municipality and shall comply with all standard & required accounting practices.

6. It shall be a standard regulation that all conditional uses comply with all applicable state regulations and licensing laws or it shall be deemed to abandon and extinguish and associated municipal license or conditional use permit.

7. All approved conditional use permits shall comply with all Sitka General Code or shall be deemed to abandon and extinguish any associated municipal license or conditional use permit

8. Applicant shall provide a Parking Plan that complies with Section 22.20.100 for all uses present and proposed at the current property including number of required parking and loading spaces to be approved by the Planning Director. Spaces shall include 3 parking space for employees and one loading zone.

9. Odor Control shall include reasonable best means that include, but are not limited to inline carbon filters within HVAC, inline carbon filters for any heat and odor exhaust systems, to limit and mitigate odor impacts to surrounding uses and industrial park employees. The project must comply with the submitted odor control plan and odor control features. Should a meritorious odor complaint be received, the Planning Commission may require additional odor control measures to mitigate any actual negative impacts, such as additional advanced odor filtration systems.

10. The proposed cultivation site shall not be located within 500 feet of any school grounds, recreation or youth center, religious service building, or correctional facility that was legally established prior to approval of this conditional use permit as intended by licensing restriction and regulations of the state in 3 AAC Chapter 306.

11. The permittee shall report, annually, to the planning commission on gross sales, sales tax amounts, electrical consumption, number of employees, hours of operation, complaints, police or other law or regulation enforcement activity, and summary of operations.

12. The permit is subject to review should there be a meritorious complaint, impact to public health safety or welfare, or violation of a condition of approval. The review may occur at the discretion of the Planning Director or by motion of the Planning Commission to address meritorious issues or complaints that may arise. During this review, based on the evidence provided, existing code and conditions of approval, the permit may be amended or revoked to address impacts to public health, safety, and welfare.

13. Prior to operation, the Sitka Police Department shall approve the security features as being reasonable security measures as outlined in the proposed operating plan and security plan submitted by applicant.

14. The use shall comply with all applicable deed reservations, conditions, restrictions, limitations or exceptions.

Motion passed 3-1, Spivey voting against.

140 Granite Creek Road in the C-2 General Commercial Mobile Home District. The property is also known as Lot 2 Lower Granite Creek Subdivision. The request is filed by Pete Jones. The owner of record is Jones & White, LLC.

Pierson described the request for minor subdivision to result in 4 lots. Access and utilities are provided via proposed easements. All lots exceed minimum lot size. Currently, the entire property is approved as a 19-unit mobile home park, although staff only observed about 5 or 6 units upon the site visit. Proposed Lot 3 is intended to be an 8-unit manufactured home park complete with required play yard. Pierson noted that manufactured home parks must obtain a separate approval from the Planning Director and Building Official. Staff recommend approval of the preliminary plat. Scarcelli noted that Lot 4 cannot be split in the future as the easement can only serve up to 4 lots as outlined in code.

Pete Jones stated that he currently has a 19 space mobile home park. Lot 3 will become an eight-space manufactured home park, with five units currently placed. There is one home on Lot 2. The proposed subdivision would allow greater flexibility with lending. Jones stated that he will move the electrical easement so it doesn't overlap with the access and water/sewer utility easement. Jones stated that utilities have been installed to code. Hughey asked if lots will be rented or sold, and he stated that he isn't sure what the future will hold. Hughey stated appreciation that Jones is creating affordable housing.

No public comment.

Windsor asked if the individual manufactured home lots would be sold as separate lots would trigger a major subdivision. Scarcelli stated yes but that there are other vehicles such as a condominium agreement.

Hughey/Windsor moved to find that:

- a. The preliminary plat meets its burden of proof as to access, utilities, and dimensions;**
- b. That the proposed minor subdivision preliminary plat complies with the Comprehensive Plan Section 2.4.19 by going through the required subdivision process;**
- c. That the proposed minor subdivision preliminary plat complies with the subdivision code; and**
- d. That the minor subdivision preliminary plat is not injurious to the public health, safety, and welfare.**

Motion passed 4-0.

Hughey/Windsor moved to approve the preliminary plat for a minor subdivision at 140 Granite Creek Road subject to the attached conditions of approval. The property is also known as Lot 2 Lower Granite Creek Subdivision. The request is filed by Pete Jones. The owner of record is Jones & White, LLC.

Conditions of Approval.

- 1. All utilities, including water, sewer, and electricity shall be required to have an approved permit from the municipality; and all utility permits and design shall comply with all applicable code and design polices including, but not limited to 15.04.100, 15.04.110, 15.04.240, and 15.04.250.**
- 2. This subdivision development and the final plat, prior to recording, complies with all applicable Sitka General Code.**
- 3. Please note: Minor errors, corrections, and language of plat notes, may be**

approved by the Planning Director that do not substantially and materially impact the nature of the subdivision.

4. All applicable state, federal, and tribal permits, licenses, regulations, and statutes shall be followed in subdividing this land.

5. The plat shall clarify that where access easements overlap with utility easements, no structure shall impede access for the full extent of the platted access easement.

6. Access and utility easement maintenance agreements shall be recorded and referenced on the plat.

7. Manufactured home park must comply with all requirements of Sitka General Code, particularly Title 6, including but not limited to setbacks, parking, and play yard.

8. Manufactured home park must receive approval from the Building Official and Planning Director.

Motion passed 4-0.

K [VAR 18-02](#)

Public hearing and consideration of a variance major amendment request for the reduction in the front setback from 20 feet to 8 feet for the construction of a carport at 205 Crabapple Drive in the R-1 single-family and duplex residential district. The property is also known as Lot 23 Lakeview Heights Addition. The request is filed by Aaron Routon. The owners of record are Aaron and Emily Routon.

Pierson described the request for front setback reduction from 20 feet to 8 feet for a carport. Pierson described the variance granted in 2017 for this property for front setback to 10 feet for a carport. The carport could have been constructed with the prior approved variance, but the house addition was expanded beyond plans submitted, including a second story, resulting in an expansion of building space by greater than 10%. At the time, staff advised the applicant that a major amendment to the initial variance would be required to construct the carport. Pierson acknowledged that the majority of the house was pre-existing and there is poor soil in the rear, but the variance would constitute an exception to the rules that neighbors have had to follow. Staff recommended denial of the initial variance and recommend denial of this variance.

Aaron Routon stated that excavation necessitated plan amendments. The second story apartment was added to help with the cost of renovations. Spivey clarified that the project is completed, and Routon stated that the exterior has been built. Pierson clarified that the house expansion is within setbacks but the proposed carport is not. Routon stated that they would like a 17' carport instead of 15' to cover a larger vehicle for their growing family.

No public comment.

Hughey stated that he doesn't believe this poses a real problem on this narrow street. Windsor pointed to the neighbor's carport. Spivey stated that he doesn't see a reason for it, and the applicant already has a variance for 10 feet. Colvin asked about the prevalence of 8 foot variances. Scarcelli stated that many of the historically granted variances could have been legally challenged. Spivey asked if a variance was granted for the neighbor's carport, and Pierson stated that she did not find record of any. Spivey stated that he voted against it the first time. Hughey appreciated Spivey's adherence to the rules, but the neighboring carport is still there even if it's illegal. Hughey stated that there's already a solid visual barrier, and the carport is a modest visual obstruction.

Hughey/Colvin moved to adopt and approve the required findings:

a. That there are special circumstances to the intended use that do not apply

generally to the other properties, here, that the lot's soil is of poor quality and restricts cost-effective development;

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, here, the ability to construct covered parking;

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 open carport would minimize view impacts to pedestrians and motorists; 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 cost-effective development of an accessory structure in the R-1 zone.

Motion failed 2-2, Spivey and Windsor voting against.

Windsor/Hughey moved to adopt and approve the required findings:

a. That there are special circumstances to the intended use that do not apply generally to the other properties, here, that the lot is relatively flat but has poor soil toward the rear;

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, here, the development of covered parking could have been constructed under the prior approval;

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 open carport would minimize view impacts to pedestrians and motorists; 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 an exception from codified development standards.

Motion failed 2-2, Hughey and Colvin voting against.

Windsor/Hughey moved to deny a variance request for 205 Crabapple Drive. The variance is for the reduction of the front setback from 20 feet to 8 feet for the construction of a carport. 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.

Motion passed 3-1, Colvin voting against.

L [CUP 18-06](#)

Public hearing and consideration of a conditional use permit for a commercial lodge at Finn Island in the GI General Island. The property is also known as Lot 6 US Survey 3926. The request is filed by Allen Marine Tours, Inc. The owner of record is Misty Fjord Charters, LLC.

Scarcelli described the request for commercial lodge and subject property on Middle Island. Proposed excursions would include boat ride, food, and island experience. Construction would need to meet the requirements of the VE flood zone. Conditions of approval include pursuit of commercial dock, water and wastewater permitting, and building permitting. Scarcelli showed photos, as-built survey, and proposed site plan.

Boat traffic could result in impacts but the applicant has been working with owners on nearby Kasiana Island. Staff recommend approval subject to conditions of approval.

Jamie Cagle and Lonnie Greenaugh represented the request. They work with large cruise ships to provide excursions. It is anticipated that cruise passenger numbers will increase this year and there is a need for additional excursions to meet cruise passenger needs. Cagle stated that they have initiated permits with Army Corps of Engineers for two docks. Landscaping will be considered to mitigate noise concerns. There will be opportunities for locals or conventions to utilize the lodge for events. Cagle stated that they have a similar operation on a larger scale near Juneau. Scarcelli stated that he has had discussions with the applicants about having caretakers and allowing flexibility for possible year-round operations.

Jon and Yvette Martin introduced themselves as Kasiana Island owners and stated their only concern as increased boat traffic and number of people. J. Martin understands that the town-side dock will be the primary dock with the dock near Kasiana utilized during bad weather. Martin stated that the applicants were amenable to observing a speed limit. J. Martin stated concern with expanding operations beyond the proposal as written since he did not have time to consider that. J. Martin stated that a dock for use during the summer is different than a dock for year-round use. Y. Martin stated that this is their retirement home and is concerned about a commercial venture, although the applicant has been very accommodating. Spivey clarified that proposed operations are 6 AM - 5 PM primarily during the summer months. Windsor asked how close the Martins are to the subject property. J. Martin stated that they are directly across the cove from the property. Scarcelli stated that the structure-to-structure distance is approximately 700 feet.

Jenny McDonough joined via phone and identified herself as a Kasiana Island owner. McDonough stated concern with this becoming a major commercial venture with after-hours operations.

Deborah Corbell stated that she's in support of the operation as it will bring revenue to the city. She stated support for weddings and other events, and asked if the restaurant will be open to people other than excursion patrons.

Cagle stated that they are "only applying for what's in the packet," and their primary focus is cruise passengers. Cagle stated that crew will arrive at 6 AM and customers will arrive around 9 AM. Cagle stated that most cruise ships leave at 6 PM so most guests would leave at 4-5 PM. Cagle stated that the 10-guest Alaska Dream Cruises may have dinner at the lodge. The application includes up to two caretakers and five to seven employees. Scarcelli asked for clarification on operational months and possible community events. Cagle stated that the primary focus is on the summer months, May through the end of September or early October. He stated that he would like to be able consider a hypothetical October wedding event.

Windsor/Colvin moved to find that:

- 1. As presented, the applicant has not met their required burden of proof, but as modified and conditioned it can be shown that the project would:**
 - a. comply with the Comprehensive plan,**
 - b. comply with all applicable codes and regulations, and not negatively impact the public's health, safety, and welfare.**
- 2. As modified by the attached conditions of approval, if the applicant completes those, it can be found the applicant would meet their burden of proof regarding all applicable approval criteria.**
- 3. As modified by the attached conditions of approval, the proposed**

development would not be detrimental to the public's health, safety, and welfare.

4. As modified by the attached conditions of approval, the proposed development would not adversely affect established character of the surrounding vicinity.

5. As modified by the attached conditions of approval, the proposed development would not be injurious to the uses, property, or improvements adjacent to and in the vicinity of the proposed development.

6. As modified by the attached conditions of approval, the proposed development is consistent and comports with the Comprehensive Plan's goals, objectives, and policies, specifically various goals and objectives that support accommodation for visitors, promote economic development, direct balancing different uses through conditions, and protection of the public's health, safety and welfare.

7. As modified by the attached conditions of approval, all conditions necessary to lessen any impacts are conditions that can be monitored and enforced.

8. As modified by the attached conditions of approval, the proposed development will not introduce hazardous conditions that the site that cannot be mitigated to protect adjacent properties, the vicinity, and the public, health, safety, and welfare of the community from such hazards.

9. As modified by the attached conditions of approval, the proposed development 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.

Motion passed 4-0.

Windsor/Colvin moved to approve, subject to the attached conditions of approval, a conditional use permit for a commercial lodge and accompanying facilities (dock) at Finn Island in the GI General Island district. The property is also known as Lot 6 US Survey 3926. The request is filed by Allen Marine Tours, Inc. The owner of record is Misty Fjord Charters, LLC.

Conditions of Approval:

1. Contingent upon a completed satisfactory life safety inspection conducted by the Building Official/Fire Marshal. This must be completed and evidence submitted to the Planning Department before guests are housed.

2. The facility shall be operated consistent with the scope of the approval of the request including any modifications made by these conditions.

3. 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, number of guests, any complaints or issues, remittance of tax. 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. A 6-month Planning Commission review will be scheduled to assess progress toward initiating required conditions, acquiring required permits, and to address any impacts to neighboring properties. At this review, should a material condition not be met, it will be the intent of the Planning Commission to revoke the conditional use permit.

7. 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.

8. The property owner shall register for a sales account prior to the Conditional Use Permit becoming valid.

9. The property owner shall register for and maintain a utility account for garbage disposal and submit written evidence to Planning Department.

10. The property owner shall maintain/install/upgrade water and sewage equipment to meet Alaska DEC standards and shall submit written evidence to Planning Department. This must be completed and evidence submitted to the Planning Department before guests are housed or building occupancy occurs. Specifically, the deficiency of the existing septic system including but not limited to the outfall pipe shall be remedied prior to any activation of the conditional use permit and granting of the required occupancy.

11. The property owner shall work with Alaska Department of Natural Resources and any other required state or federal jurisdiction (e.g. US Army Corp of Engineers) to get an approved, permitted, legal, commercial dock permit. This must occur before the conditional use permit is activated and commercial occupancy granted. Applicant shall submit written evidence to Planning Department of such permit prior to issuance of any local certificate of occupancy. Denial of the dock permit may be grounds for revocation of the conditional use permit for the lodge. The dock may be permanent or seasonal.

12. Commercial dock approval by all applicable jurisdictions must occur before the conditional use permit is activated and commercial occupancy granted.

13. Failure to comply with any of the above conditions may result in revocation and/or failure to activate the conditional use permit.

14. The site is currently within a V zone. The structures and support facilities (water, wastewater, etc.) shall comply with all required flood zone engineering, flood elevation design standards, and other applicable life and safety regulations of the structures.

Motion passed 4-0.

M [VAR 18-03](#)

Public hearing and consideration of a variance request for the reduction in the front setback from 20 feet to 10 feet for the construction of a single-family house in the R-1 single-family and duplex residential district. The property is also known as Lot 4 McCoy Subdivision. The request is filed by Amy Zanuzoski. The owners of record are Brian Oberreuter and Amy Zanuzoski.

Windsor/Hughey moved to postpone consideration of this item to a later meeting date. Motion passed 4-0.

N [P 18- 02](#)

Public hearing and consideration of a minor subdivision to result in two lots at 2310 Halibut Point Road in the R-1 MH District. The property is also known as a portion of Lot 13 US Survey 2418. The request is filed by John and Jamie Licari. The owner of record is JPJL, LLC.

Windsor/Hughey moved to postpone consideration of this item to a later meeting date. Motion passed 4-0.

VIII. ADJOURNMENT

Chair Spivey adjourned at 10 PM.

ATTEST: _____
Samantha Pierson, Planner I



CITY AND BOROUGH OF SITKA

Legislation Details

File #: MISC 18-10 **Version:** 1 **Name:**
Type: P&Z Miscellaneous **Status:** AGENDA READY
File created: 3/1/2018 **In control:** Planning Commission
On agenda: **Final action:**
Title: Director's Report - March 22
Sponsors:
Indexes:
Code sections:
Attachments:

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

Legislation Details

File #: VAR 18-03 **Version:** 1 **Name:**
Type: Variances **Status:** AGENDA READY
File created: 2/6/2018 **In control:** Planning Commission
On agenda: 2/22/2018 **Final action:**
Title: Public hearing and consideration of a variance request for the reduction in the front setback from 20 feet to 10 feet for the construction of a single-family house in the R-1 single-family and duplex residential district. The property is also known as Lot 4 McCoy Subdivision. The request is filed by Amy Zanuzoski. The owners of record are Brian Oberreuter and Amy Zanuzoski.

Sponsors:

Indexes:

Code sections:

Attachments: [VAR18-03.1940Dodge.Zanuzoski.Packet.16Mar2018](#)

Date	Ver.	Action By	Action	Result
2/22/2018	1	Planning Commission		



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

AGENDA ITEM:

Case No: VAR 18-03
Proposal: Request for reduction in the front setback from 20 to 10 feet for single-family house
Applicant: Amy Zanuzoski
Owner: Brian Obereutter and Amy Zanuzoski
Location: 1940 Dodge Circle
Legal: Lot 4 McCoy Subdivision
Zone: R-1 single family and duplex residential district
Size: 8321 square feet
Parcel ID: 2-4835-004
Existing Use: Undeveloped
Adjacent Use: Residential
Utilities: Existing
Access: Dodge Circle

KEY POINTS AND CONCERNS:

- Neighborhood harmony:
 - Sitka General Code requires a 20 foot front setback
 - Variances for front setback reductions are rare in this neighborhood
- Existing constraints:
 - Steep rear topography
 - Easement on one side
- Potential for future development of electric system along Dodge Circle

RECOMMENDATION:

Consider the pros and cons of the variance request for reduction in the front setback from 20 feet to 10 feet. Staff recommend a modified variance for the reduction in the front setback from 20 feet to 15 feet for the construction of a single-family house at 1940 Dodge Circle.

ATTACHMENTS

Attachment A: Applicant Attachments

Attachment B: Staff Attachments

BACKGROUND

The existing lot at 1940 Dodge Circle resulted from McCoy Subdivision in 1990. Adjacent lots are residential in use. Significant grading has occurred but there are no current structures on the lot. A grading permit was approved in April 2017 with a note stating that future structures must comply with setback requirements of 20 foot front, 10 foot rear, and 8 foot sides. The proposed structure shown on the grading permit was a 50 foot by 24 foot structure with a 6 foot front deck with an approximately 19 foot front setback.

PROJECT DESCRIPTION

The proposal is to build a single-family house on an undeveloped parcel. The lot is 8321 square feet. Substantial grading has occurred to create the existing building pad. The proposed structure would be a 3 bedroom 2 bath home on the second story with a garage and shop on the first story. Proposed dimensions for the house are 64 feet by 32 feet with 6 foot covered decks extending off the front and rear of the house, for a total of 76 feet by 36 feet with eaves. Total square footage of the house itself would be 4608 square feet. Total building footprint would be 2736 square feet, constituting 32.8% lot coverage. While the plans do not address building height, the maximum height in this zone is 35 feet. A two story structure should easily be able to meet this requirement.

The request is for the reduction in the front setback from 20 feet to 10 feet. The applicant states that they would like to have a maximum retaining wall height of 12 feet, and that it would be cost-prohibitive to dig further back on the lot. Proposed northerly side setback would be 16.62 feet (8 of which is required setback), southerly side setback would be 25 feet (20 of which is easement), and 18-25 foot rear setback (rear setback is on a diagonal).

UPDATE: This item was postponed at the February 22, 2018 meeting, as the Planning Commission ran out of time. Immediately prior to that meeting, CBS Electric Department reached out to the Planning Department with concerns for the proximity of the proposed structure to existing electrical infrastructure. The structure could not be located within ten feet of the existing infrastructure. The applicant worked with the Electric Department and the applicants determined that the power pole is located four feet outside the front property line. The Electric Department was not able to confirm this measurement. While the proposed structure location would not

necessarily interfere with existing infrastructure, the department plans a possible upgrade in the near future, and this proposal would likely interfere with those plans. Three phase power requires at least 15 feet between infrastructure and structures. Electric Department staff have communicated that a front setback of 15 feet would be acceptable to their plans. In consideration of future development and infrastructure upgrades, staff do not recommend that the Planning Commission grant the requested 10 foot front setback variance.

The applicant should also note that because of the R-1 zoning, the garage and shop encompassing the first floor could only be used for personal residential purposes.

ANALYSIS

Project / Site: The lot is undeveloped. The lot has been recently graded to provide a flat building pad. Lot previously had steep topography, and this steepness remains around the boundaries of the building pad. The lot accesses directly from Dodge Circle with a 20 foot access and utility easement located along one side and serving 1938 Dodge Circle.

Staff suggest that the proposal could be reconfigured to meet the needs of the applicant while reducing the setback encroachment, such as extending the width of the house and reducing the depth. Staff recommend an amended variance for the front setback from 20 feet to 15 feet for the construction of a single-family house at 1940 Dodge Circle.

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

Traffic: A reduced front setback could minimally impact motorist visibility. Parking directly in front of the house could cause concerns for vehicles pulling directly onto the roadway, although this is a common arrangement.

Parking: Two spaces are required. Two spaces are designated in the front and two in the rear. Additionally, the first floor is a garage/shop which could provide some parking.

Noise: Reduced setbacks have the potential to increase noise by decreasing the buffer between structures. In this case, noise increase should be minimal, as the reduced setback would abut the street.

¹ Section 22.16.040—R-1 District

Public Health or Safety: Possible future upgrade of electric system could result in need for additional space between structure and electric infrastructure. Current pole is located 4 feet outside of front property line.

Habitat: No concerns.

Property Value or Neighborhood Harmony: Variances are a deviation from code, and result in an inconsistency between this property and nearby properties.

Alaska Statute 29.40.040(b)3 states that a variance may not be granted solely to relieve financial hardship or inconvenience.

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

- 1) I move to approve the ***modified variance request for the reduction of the front setback from 20 feet to 15 feet*** for the construction of a single-family house at 1940 Dodge Circle. The property is also known as Lot 4 McCoy Subdivision. The request is filed by Amy Zanuzoski. The owners of record are Brian Obereutter and Amy Zanuzoski.
- 2) I move to adopt and approve the required findings for major structures or expansions. Before any variance is granted, it shall be shown:²
 - a) That there are special circumstances to the intended use that do not apply generally to the other properties, *here the steep rear topography*;
 - 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, *here, the economical development of a single-family structure on an undeveloped lot*;
 - 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 sufficient parking is provided on-site and the modified variance would protect future development of electric infrastructure*;
 - 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 cost-effective development of a single-family structure in the R-1 zone while protecting municipal infrastructure.

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

Attachment A

Applicant Materials



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:

We request a variance of the front set back of the property from 20 ft. to 10 ft.

From property line to asphalt is 23 ft.

We request the front set back variance, because we want to adhere to the original plan of the 12 ft. or less retaining wall. Also it is cost prohibitive to dig further back in the property. And it would make us go over the 12 ft. retaining wall.

PROPERTY INFORMATION:

CURRENT ZONING: R-1 PROPOSED ZONING (if applicable): R-1

CURRENT LAND USE(S): empty lot PROPOSED LAND USES (if changing): Residential Property
Single Family home

APPLICANT INFORMATION:

PROPERTY OWNER: Brian Oberreuter / Amy Zanozski

PROPERTY OWNER ADDRESS: 1938 Dodge cir

STREET ADDRESS OF PROPERTY: 1940 Dodge cir

APPLICANT'S NAME: Amy Zanozski

MAILING ADDRESS: 1938 Dodge cir Sitka, AK 99835

EMAIL ADDRESS: Amyzan112@gmail.com DAYTIME PHONE: 805 390 4194

PROPERTY LEGAL DESCRIPTION:

TAX ID: _____ LOT: 4 BLOCK: 5 TRACT: Cascade Creek Sub

SUBDIVISION: McCoy 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

1/31/18

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

Since the property has been un-developed in a very long established neighborhood, the special circumstance that generally do not apply to other properties of the McCoy sub division in which 1940 Dodge Circle has a steep grade towards the back of the excavated property. The property topography of the lot and the house plan do not coincide at the moment with the 20ft. front set back. Which is why we are requesting 10ft. set back variance. The design of the building won't currently fit on the property with the land elevation.

We request a variance of the front set back of the property from 20 ft. to 10 ft. this is necessary for the preservation and enjoyment of a substantial property right, which other owners in the area possess.

From the property line to street asphalt is 23 ft. not including the 20ft. front set back. We request the front set back variance, because we want to adhere to the original plan of the 12 ft. or less retaining wall. Also it is cost prohibitive to dig further back in the property along with keeping the soundness of the above property in which we currently live.

If we were granted the variance it will not be materially detrimental to the public welfare or injurious to nearby parcels, since there is plenty of room on the street as the street is a dead-end with very limited traffic. There will be 2 parking spots in the front of the property and the in the back on top of elevated unused part of the property there will be 2 parking spots.

We are planning on a 3 bed/2 bath single family structure with a garage/shop on the first level and living space on the top level.

Our property lot size 8321' and the proposed building area is 2736' which is 32.8% of the lot, less than the 35% max coverage for a structure.

CERTIFICATE OF OWNERSHIP AND DEDICATION

WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREIN AND WE HAVE ADEQUATELY SHOWN THIS PLAN OF SUBDIVISION TO THE PUBLIC, THAT THE PROPERTY IS IN COMPLIANCE WITH THE CITY OF SITKA, ALASKA, AND THAT THE PROPERTY IS IN COMPLIANCE WITH THE CITY OF SITKA, ALASKA, AND THAT THE PROPERTY IS IN COMPLIANCE WITH THE CITY OF SITKA, ALASKA.

2-23-90 *Shirley & Maloy*
 2-23-90 *Bernard N. Maloy, Sr.*
 By: *Shirley & Maloy, P.O. #*
 NOTARY'S ACKNOWLEDGMENT

DATE OF ACKNOWLEDGMENT
 CITY & BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS 23rd day of Feb., 1990, before me, the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared *Shirley & Maloy, P.O. #*, known to me to be the identical individuals mentioned in the foregoing instrument, and who acknowledged to me that they signed the same for the purposes therein stated.

WITNESS MY HAND AND NOTARIAL SEAL THIS 23rd day of Feb., 1990.
 NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA
 MY COMMISSION EXPIRES 7-1-91

CERTIFICATE STATE OF ALASKA (FIRST JUDICIAL DISTRICT)

I, 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 FOREGOING DESCRIBED PROPERTY IS CHARGED ON THE TAX RECORDS OF THE CITY AND BOROUGH OF SITKA IN THE NAME OF *Bernard & Shirley Maloy*, AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LAND ARE IN FULL IN THE CITY AND BOROUGH OF SITKA AND PAID IN FULL IN THE CURRENT TAXES FOR THE YEAR 1990. I HEREBY CERTIFY THAT THIS CERTIFICATE WAS DATED THIS 23rd day of Feb., 1990.

B. J. Johnson
 ASSESSOR, CITY AND BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD

I HEREBY CERTIFY THAT THE SUBDIVISION PLAN HEREIN HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF SITKA, PLANNING BOARD, AND THAT SAID PLAN HAS BEEN APPROVED BY THE BOARD BY RESOLUTION NO. 90-1, DATED 1990, AND THAT THE PLAN SHOWN HEREIN HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO CLERK, SITKA, ALASKA.

2-23-90 *Jamie Johnson*
 CHAIRMAN, PLANNING BOARD
Neil Redman
 SECRETARY

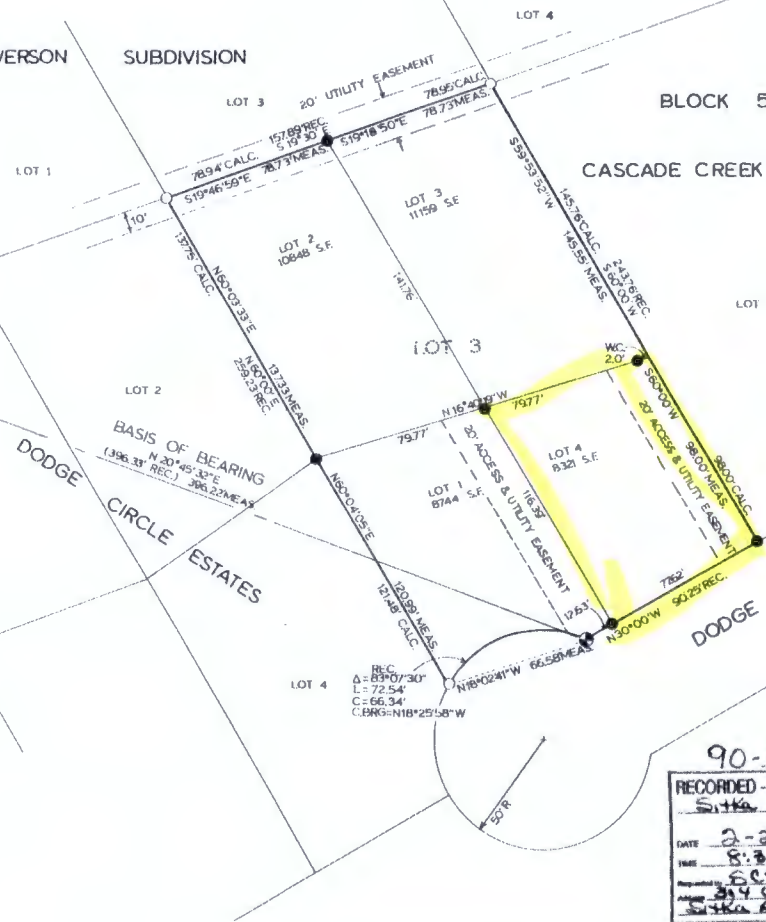
CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAN HEREIN HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF SITKA, ASSEMBLY, AS RECORDED IN MINUTE BOOK PAGE 19, DATED 1990, AND THAT THE PLAN SHOWN HEREIN HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT CLERK, EX-OFFICIO CLERK, SITKA, ALASKA.

2-23-90 *Shirley & Maloy*
 DATE MAYOR (D-8)
Helinda J. Johnson
 CITY AND BOROUGH CLERK



INGWERTSON SUBDIVISION



BLOCK 5

CASCADE CREEK SUBDIVISION

VICINITY MAP
 SCALE 1" = 1 MILE

LEGEND

- TONER & NORDING BRASS CAP (RECOVERED)
- 5/8" BAR AND CAP (RECOVERED)
- 5/8" BAR AND PLASTIC CAP (SET THIS SURVEY)

NOTES

- PROPERTY OWNERS SHALL BE RESPONSIBLE FOR THE COST AND MAINTENANCE OF UTILITY SERVICES AND ROAD ACCESS TO LOTS 2 AND 3.
- INADEQUATE WATER PRESSURE MAY EXIST AT HIGHER ELEVATIONS IN LOTS 2 AND 3. PRESSURE AUGMENTATION MAY BE REQUIRED BY INDIVIDUAL HOME OWNERS.

90-3
 RECORDED - FILED
 SITKA
 DATE 2-23-90
 TIME 8:32 A.
 BY SCAB
 314 CASE ST
 SITKA AK 99835

SURVEYOR'S CERTIFICATE

I hereby certify that I am a registered Surveyor, licensed in the State of Alaska, and that in JANUARY 1990 a survey of the herein described lands was conducted under my direct supervision and that this plat is a true and accurate representation of the field notes of said survey, and that all dimensions and other details are correct according to said field notes.

DATE *2-23-90*
 BY *Greg Scheff*

McCOY SUBDIVISION

SUBDIVISION OF LOT 3, BLOCK 5
 CASCADE CREEK SUBDIVISION

CLIENT: BERNARD MCCOY
 1938 DODGE CIRCLE
 SITKA, ALASKA 99835

GREG SCHEFF & ASSOCIATES
 LAND SURVEYORS
 BOX 1849
 SITKA, AK. 99835

DATE JAN. 4, 1990
 SCALE 1" = 40'
 NAME OF SURVEYOR GREG SCHEFF & ASSOC.
 PROJECT NUMBER
 DRAWN BY RR

SITKA PLAN 90-3

Attachment B

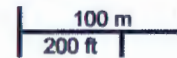
Staff Materials



City & Borough of Sitka, Alaska

Selected Parcel: 1940 Dodge Cir ID: 24835004

Printed 2/5/2018 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.



Cone at front property line



Cone 10' inside front property line



Cone 20' inside front property line



















CITY AND BOROUGH OF SITKA (CBS) BUILDING PERMIT

(PERMIT NOT VALID UNTIL STAMPED "APPROVED" BELOW)

PLEASE VISIT WWW.CITYOFSITKA.COM FOR MORE INFORMATION.

PERMIT NO. 17070

APPLICATION INFORMATION: PLEASE FILL OUT ALL THAT APPLY.

OWNER BRIAN OBERREUTER PHONE NUMBER 738-1656

PROJECT ADDRESS 1940 DODGE CIRCLE MAILING ADDRESS 1938 DODGE CIRCLE

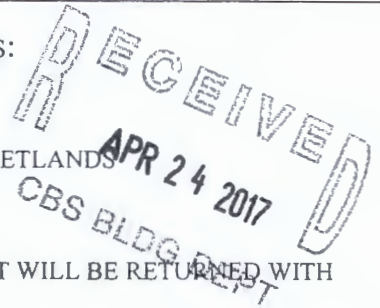
CONTRACTORS: GENERAL Sean Gillette PLUMBING _____ ELECTRICAL _____

PROJECT TO INCLUDE: ☐ BUILDING ☐ ELECTRICAL ☐ PLUMBING ☐ DEMOLITION ☒ GRADING

TOTAL SQUARE FOOTAGE _____ PROJECT VALUE \$ _____

WHEN APPLICABLE, OWNER/APPLICANT IS RESPONSIBLE FOR THE FOLLOWING ITEMS:

- CBS UTILITIES CONNECTION / DRIVEWAY CULVERT PERMIT
- AS BUILT SURVEY PRIOR TO FRAMING
- CORPS OF ENGINEERS PERMIT FOR ALL CONSTRUCTION ON TIDELANDS OR WETLANDS
- STATE OF ALASKA DEC SANITARY WASTE DISPOSAL PERMIT
- STATE OF ALASKA DOT HIGHWAY DRIVEWAY PERMIT
- 2 SETS OF PLANS SUBMITTED WITH BUILDING PERMIT APPLICATION (ONE SET WILL BE RETURNED WITH PERMIT, ONE SET WILL BE KEPT AT CBS FOR DURATION OF PROJECT)



IMPORTANT: ALL WORK MUST BE INSPECTED PRIOR TO CONCEALMENT. THE BUILDING CODE REQUIRES A MINIMUM OF ONE WORKING DAY'S NOTICE PRIOR TO ALL INSPECTIONS.

PROJECT DESCRIPTION: REPLACE EXISTING CULVERT WITH LONGER PERF CULVERT. EXCAVATE AND FILL 40'x80' INSTALL ECORD BLOCK WALL ON TWO SIDES (SOUTH + WEST) FOR FUTURE HOME SITE.

I HEREBY ACKNOWLEDGE THAT I HAVE READ THIS APPLICATION, STATE THE ABOVE IS CORRECT, AND AGREE TO COMPLY WITH ALL STATE LAWS, AND CODES AND ORDINANCES OF THE CITY AND BOROUGH OF SITKA.

BRIAN OBERREUTER
APPLICANT'S NAME (PRINTED)

[Signature]
APPLICANT'S SIGNATURE

4/24/17
DATE

FOR OFFICE USE ONLY			
ZONING <u>R1</u>	OCCUPANCY _____	FLOOD ZONE <u>N/A</u>	PROPERTY TAX ID NO. _____
PLANNING <u>AP</u>	PUBLIC WORKS (W/WW) _____	ELECTRIC _____	ADMINISTRATOR _____
COMMENTS: <input type="checkbox"/> AS BUILT TO ASSESSING <input type="checkbox"/> UTILITIES PERMIT APPLICATION SUBMITTED			
<u>Future structures must comply with setback requirements 20' front, 10' rear, 8' sides.</u>			
<u>Please call for inspection of bottom of the hole and final</u>			
APPROVED FOR GRADING			<u>4/28/17</u>
BUILDING OFFICIAL			

APPROVED FOR GRADING

BUILDING OFFICIAL

4/20/17

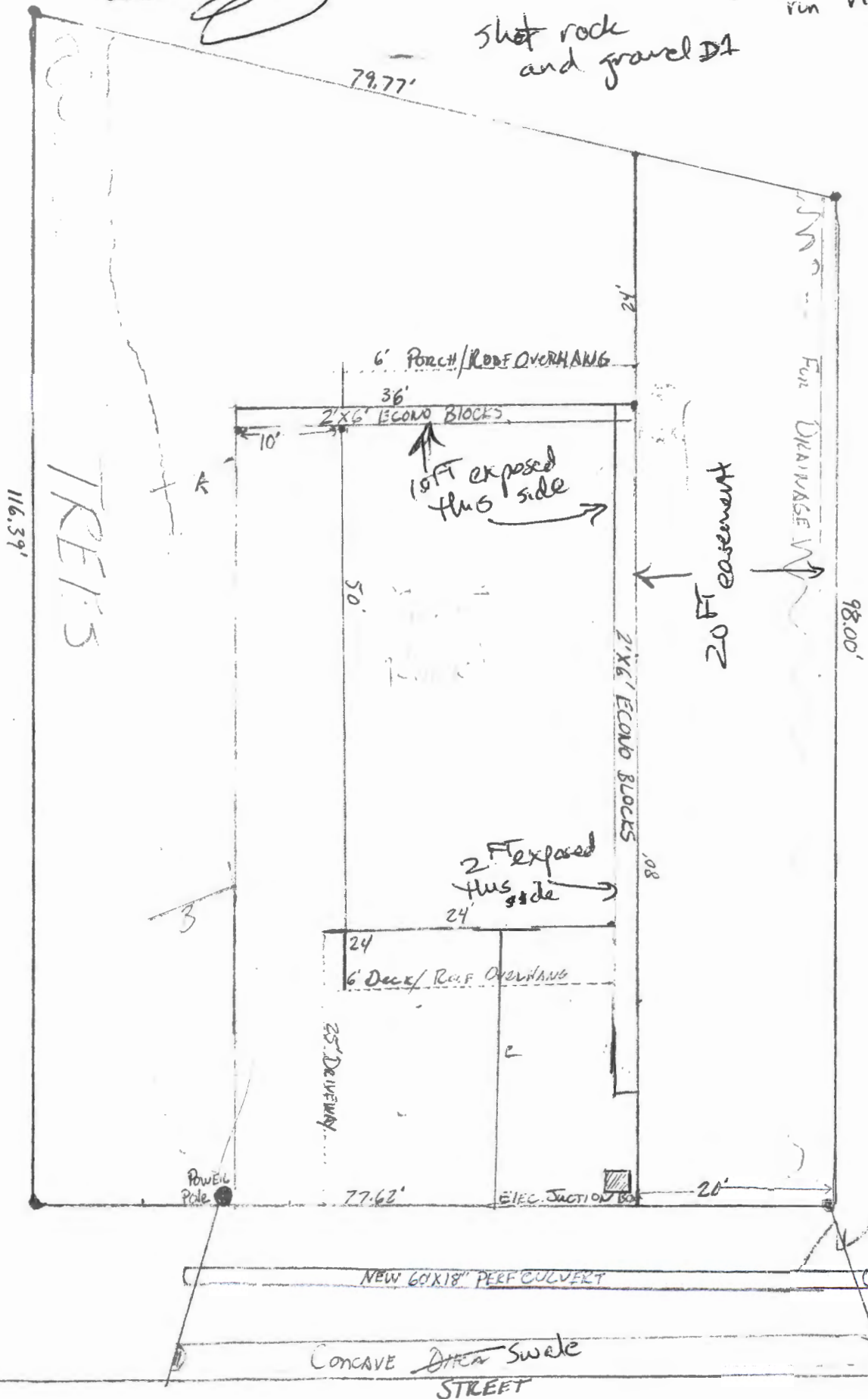
Cross Section

A - 10' - 1" rise
run

B - 10' - 3" rise
run

C - 25' - 3" rise
run

shot rock
and gravel D1





CITY AND BOROUGH OF SITKA

Legislation Details

File #: P 18- 01 **Version:** 1 **Name:**

Type: Subdivision **Status:** AGENDA READY

File created: 2/2/2018 **In control:** Planning Commission

On agenda: **Final action:**

Title: Public hearing and consideration of a minor subdivision to result in 4 lots at 140 Granite Creek Road in the C-2 General Commercial Mobile Home District. The property is also known as Lot 2 Lower Granite Creek Subdivision. The request is filed by Pete Jones. The owner of record is Jones & White, LLC.

Sponsors:

Indexes:

Code sections:

Attachments: [P18-01.140GraniteCreek.Jones.Packet.16Mar2018](#)

Date	Ver.	Action By	Action	Result
2/22/2018	1	Planning Commission		
2/22/2018	1	Planning Commission		



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

Case No: P 18-01
Proposal: Final plat – minor subdivision to result in 4 lots
Applicant: Pete Jones
Owner: Jones & White, LLC
Location: 140 Granite Creek Road
Legal Desc.: Lot 2 Lower Granite Creek Subdivision
Zone: C-2 general commercial mobile home district
Size: Existing: 91,529 square feet
Proposed: Lot 1 - 10,925 square feet, Lot 2 - 9704 square feet, Lot 3 - 44,514 square feet, Lot 4 - 26,350 square feet
Parcel ID: 2-5629-000
Existing Use: Mobile home park, storage
Adjacent Use: Commercial, undeveloped
Utilities: Existing
Access: Granite Creek Road

KEY POINTS AND CONCERNS:

- Lots meet dimensional development standards
- Existing mobile home park would remain on new Lot 3 with access and utilities through center of lot
- Creation of new lots could facilitate additional commercial and/or residential development
- Utilities will need to obtain proper permitting
- Further subdivision will not be allowable under existing code
- Manufactured home park will need to receive approval from the Building Official and Planning Director

RECOMMENDATION: Approve the final plat of the minor subdivision of 140 Granite Creek Road subject to the attached conditions of approval.

ATTACHMENTS:

Attachment A: Applicant Materials

Attachment B: Staff Materials

BACKGROUND:

140 Granite Creek Road was created by Lower Granite Creek Subdivision in 2006. The existing lot is 91,529 square feet. A mobile home park and storage currently exists on the site. Access is directly from Granite Creek Road.

PROJECT DESCRIPTION:

The proposed minor subdivision is intended to divide Lot 2 of Lower Granite Creek Subdivision into four parcels, sized 10,925 square feet (Lot 1), 9704 square feet (Lot 2), 44,514 square feet (Lot 3), and 26,350 square feet (Lot 4). The existing lot is primarily flat and already cleared.

A proposed 10 foot electrical easement spans the northeastern boundaries of Lot 2 and part of Lot 3 then turns southwesterly through Lot 3. A proposed 25 foot access and utility easement is located on the boundary of Lots 1 and 2 and continues through the middle of Lot 3, terminating at a hammerhead turn. An additional proposed 10 foot electrical easement spans the middle of Lot 3.

The applicant has stated that utilities were installed with proper municipal permitting, but documentation has not been produced to support this assertion. A condition of approval requires that the applicant obtain proper permitting and install utilities according to municipal standards.

Since the preliminary hearing, the applicant's surveyor has provided an updated plat depicting locations of existing structures. Lots 1 and 4 are currently vacant of permanent structures. Lot 2 houses one single-family structure. Lot 3, designated as an 8-space manufactured home park, currently has five units placed. None of the existing structures encroach upon easements.

The applicant should also note that while proposed Lot 4 is of sufficient size to subdivide further, further subdivision will not be allowed. According to SGC 21.40.030(C)1, "no more than four lots shall utilize a single common access road that is constructed to less than the regular municipal street standard."

Title 21

The purposes of the subdivision regulations are: to promote and protect the public, health, safety and welfare; provide for appropriate roads, streets, and access; provide for useful, adequate and convenient open space; provide for means for efficient transportation, mobility, and access; assure adequate utilities; provide for emergency response accessibility; provide adequate recreation, light, and air; avoid population congestion; facilitate orderly development and growth; and accurate surveying.¹

Please note: The final plat shall be uniquely named, flagged 10 days prior to review, shall submit in line with the requirements of 21.32, and follow the design and improvement guidelines of 21.40.²

Title 22

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

- A. Intent. The general [commercial](#) district is intended to be served by major essential utilities and to include those areas which are heavily dependent upon vehicular access. The district is intended for those areas surrounding major intersections where [personal services](#), convenience goods and auto-related service facilities are desirable and appropriate land uses. The extension of the general [commercial](#) district along the roads in a strip fashion is to be discouraged.
- B. All provisions of the C-1 district apply in the C-2 district, except that permitted uses also include [manufactured homes](#) on single [lots](#) and [manufactured home](#) parks.

Development Standards

The minimum lot area for the C-2 District is 6,000 square feet. Minimum lot width is 60 feet. All proposed lots meet these requirements.

Title 6

The proposal provides a 2000 square foot play yard within 500 feet of all units. With a proposed park capacity of 8 units, the play yard requirements are met.

SGC 6.12.055(C) A mobile and manufactured home park shall have at least one play yard that shall contain a minimum of two thousand square feet, or two hundred square feet per unit, whichever is greater. The play yards shall be located so that no unit is more than five hundred feet from a play yard.

¹ SGC Section 21.04.020

² SGC Section 21.12.030

Project Analysis

Site: Proposed lots would be 10,925 square feet, 9704 square feet, 44,514 square feet, and 26,350 square feet, all exceeding the minimum lot size and with requirements.

Utilities: Public utilities are accessible off of Granite Creek Road. Private utilities exist on the property. Utility easements are proposed on the plat. A plat note states that the municipality shall be a party to all easements and no changes shall be made without municipal approval.

Access, Roads, Transportation, and Mobility: Lots 1 and 2 could have direct access from Granite Creek Road with a driveway permit approved by the CBS Public Works Department. All proposed lots in the subdivision are served by an access and utility easement. A hammerhead turn is proposed at the southeasterly boundary of Lot 3 to allow for proper vehicle maneuvering. The Fire Chief has noted no concern for emergency vehicle access. Access easements are required to be at least 20 feet wide, and this proposal exceeds that requirement at 25 feet.³

Public, Health, Safety and Welfare: Locations for utilities are planned via proposed platted easements. A condition of approval requires all utility installations to undertake the required permitting processes. No concerns.

Rec, Light, Air: Proposed lots are larger than the minimum lot size for the zone. No concerns.

Orderly and Efficient Layout and Development: Layout is similar to existing use but would allow for greater flexibility in future residential and commercial development. The location of the access and utility easement through the middle of Lot 3 makes sense for the current permitted use of a mobile home park. Access and utilities are designated for all lots.

Comprehensive Plan

The proposed minor subdivision complies with Comprehensive Plan Section 2.4.19 by going through the required subdivision process.

³ Sitka General Code 21.40.120

Recommendation and Motions

- 1) **I move to approve** the final plat for a minor subdivision at 140 Granite Creek Road subject to the attached conditions of approval. The property is also known as Lot 2 Lower Granite Creek Subdivision. The request is filed by Pete Jones. The owner of record is Jones & White, LLC.

a. Conditions of Approval.

1. All utilities, including water, sewer, and electricity shall be required to have an approved permit from the municipality; and all utility permits and design shall comply with all applicable code and design polices including, but not limited to 15.04.100, 15.04.110, 15.04.240, and 15.04.250.
2. This subdivision development and the final plat, prior to recording, complies with all applicable Sitka General Code.
3. Please note: Minor errors, corrections, and language of plat notes, may be approved by the Planning Director that do not substantially and materially impact the nature of the subdivision.
4. All applicable state, federal, and tribal permits, licenses, regulations, and statutes shall be followed in subdividing this land.
5. Access and utility easement maintenance agreements shall be recorded and referenced on the plat.
6. Manufactured home park must comply with all requirements of Sitka General Code, particularly Title 6, including but not limited to setbacks, parking, and play yard.
7. Manufactured home park must receive approval from the Building Official and Planning Director.

2) **I move to find that:**

- a. The final plat meets its burden of proof as to access, utilities, and dimensions;
- b. That the proposed minor subdivision final plat complies with the Comprehensive Plan Section 2.4.19 by going through the required subdivision process;
- c. That the proposed minor subdivision final plat complies with the subdivision code; and
- d. That the minor subdivision final plat is not injurious to the public health, safety, and welfare.

Attachment A

Applicant Materials



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: DIVIDE LOT 2 LOWER GRANITE CREEK
SUBDIVISION INTO FOUR PARCELS

PROPERTY INFORMATION:

CURRENT ZONING: C-2 PROPOSED ZONING (if applicable): _____

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

APPLICANT INFORMATION:

PROPERTY OWNER: PETER & LINDA JONES ROBERT & MARLENE WHITE

PROPERTY OWNER ADDRESS: 4118 HALIBUT PT. RD, SITKA AK

STREET ADDRESS OF PROPERTY: 140 GRANITE CREEK RD.

APPLICANT'S NAME: PEPE JONES

MAILING ADDRESS: 4118 HALIBUT PT. RD, SITKA AK 99835

EMAIL ADDRESS: _____ DAYTIME PHONE: 738 5321

PROPERTY LEGAL DESCRIPTION:

TAX ID: 2-5629 LOT: 2 BLOCK: _____ TRACT: _____

SUBDIVISION: LOWER GRANITE CREEK US SURVEY: 3670

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.

Peter Jones
Owner

1-31-18
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

RECEIVED
FEB 28 2018

CERTIFICATE OF OWNERSHIP AND DEDICATION

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

DATE _____ OWNER _____ (SIGNATURE) _____

DATE _____ OWNER _____ (SIGNATURE) _____

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
STATE OF ALASKA
CITY & BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS _____ DAY OF _____, 20____, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND DULY PERSONALLY APPEARED:

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUALS MENTIONED AND WHO EXECUTED THE VETHEIN PLAT AND _____ ACKNOWLEDGED TO ME THAT _____ SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

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

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

MY COMMISSION EXPIRES _____

CERTIFICATE STATE OF ALASKA (FIRST JUDICIAL DISTRICT)

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

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 20____ WILL BE DUE ON OR BEFORE AUGUST 31, 20____. DATED THIS _____ DAY OF _____, 20____.

ASSESSOR, CITY AND BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD

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

DATE _____ CHAIRMAN, PLATTING BOARD

SECRETARY _____

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

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

DATE _____ MINUTE

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 _____

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

DATED THIS _____ DAY OF _____, 20____, AT SITKA, ALASKA.

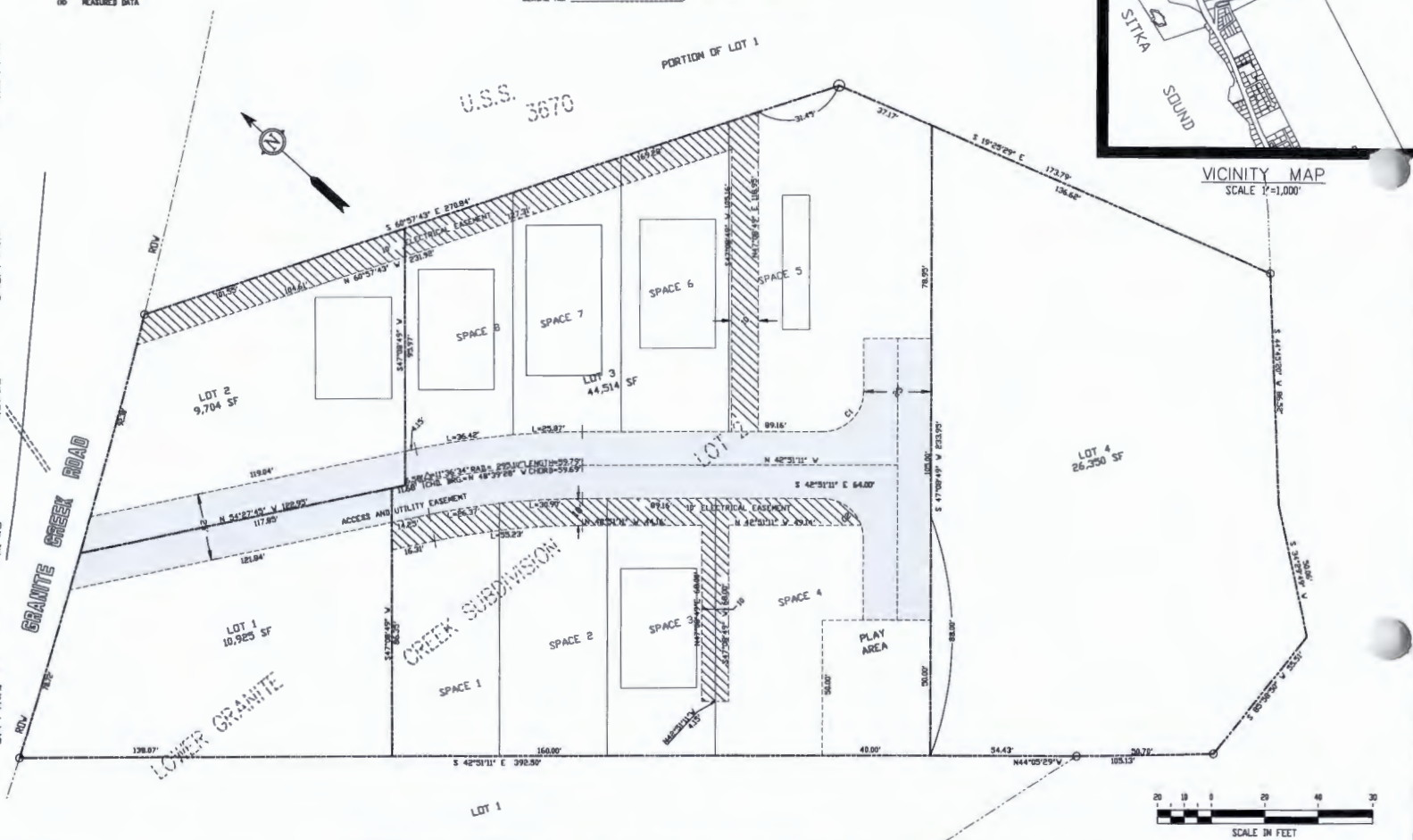
FINANCE DIRECTOR
CITY & BOROUGH OF SITKA

LEGEND

- ⊕ PRIMARY CONTROL MONUMENT (RECOVERED)
- ⊕ GLASS/PLASTIC PRIMARY BRASS CAP (RECOVERED)
- SECONDARY MONUMENT (SET)
- SECONDARY MONUMENT (RECOVERED)
- (D) RECOVERED DATA
- (C) COMPUTED DATA
- (H) MEASURED DATA

NOTES

1. THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE LOT 2 OF THE LOWER GRANITE CREEK SUBDIVISION INTO 4 LOTS.
2. THE MUNICIPALITY IS PARTY TO ALL EASEMENTS AND PLAT NOTES. THEY SHALL NOT BE MODIFIED WITHOUT APPROVAL BY THE PLATTING BOARD.
3. A MAINTENANCE AGREEMENT FOR THE ACCESS AND UTILITY EASEMENT CROSSING LOTS 1, 2 AND 3 IS RECORDED IN THE SITKA RECORDING DISTRICT, UNDER SERIAL NO. _____
4. A MAINTENANCE AGREEMENT FOR THE ELECTRICAL EASEMENT CROSSING LOTS 2 AND 3 IS RECORDED IN THE SITKA RECORDING DISTRICT, UNDER SERIAL NO. _____



VICINITY MAP
SCALE 1"=1,000'

SCALE IN FEET
0 10 20 30



BY	DATE	REV	DESCRIPTION OF CHANGE

RECORD OF REVISIONS



DESIGNED BY: J. DOWELL
DRAWN BY: J. DOWELL
CHECKED BY: J. DOWELL
DATE OF PLAT: 08.08.2018
SCALE: 1"=40'
DRAWING NAME: 40104-01
PROJECT NO.: 40104-01

SURVEYOR'S CERTIFICATE

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

DATE _____ SURVEYOR: J. DOWELL, L.S. 12345

GRANITE CREEK ESTATES
LOT 2 LOWER GRANITE CREEK SUBDIVISION

CLIENT: PETE JONES

2/13/18 mobile home spaces

CERTIFICATE OF OWNERSHIP AND DEDICATION

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

DATE _____ OWNER _____ LEGALITY _____
 DATE _____ OWNER _____ LEGALITY _____

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
 STATE OF ALASKA
 CITY & BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS _____ DAY OF _____, 20____, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, SAID COMMISSIONED AND SWORN, PERSONALLY APPEARED _____

TO ME KNOWN TO BE THE IDENTICAL, INDIVIDUALS 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
 MY COMMISSION EXPIRES _____

CERTIFICATE STATE OF ALASKA (FIRST JUDICIAL DISTRICT)

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

AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL; THE CORRECT TAXES FOR THE YEAR 20____, WILL BE DUE ON OR BEFORE AUGUST 31, 20____, DATED THIS _____ DAY OF _____.

ASSESSOR, CITY AND BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD

I HEREBY CERTIFY THAT THE SUBDIVISION PLAN SHOWN HEREIN HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA PLANNING BOARD, AND THAT SAID PLAN HAS BEEN APPROVED BY THE BOARD BY PLAT REGULATION NO. _____ DATED _____, AND THAT THE PLAN SHOWN HEREIN HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT CLERK, EX-OFFICIO RECORDER, SITKA, ALASKA.

DATE _____ CHAIRMAN, PLANNING BOARD
 SECRETARY _____

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 AS RECORDED IN PLAT REG. NO. _____ DATED _____, 20____, AND THAT THE PLAN SHOWN HEREIN HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX-OFFICIO RECORDER, SITKA, ALASKA.

DATE _____ JUDGE
 CITY AND BOROUGH CLERK _____

CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

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

ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL.

DATED THIS _____ DAY OF _____, 20____, AT SITKA, ALASKA.

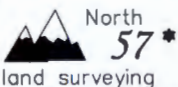
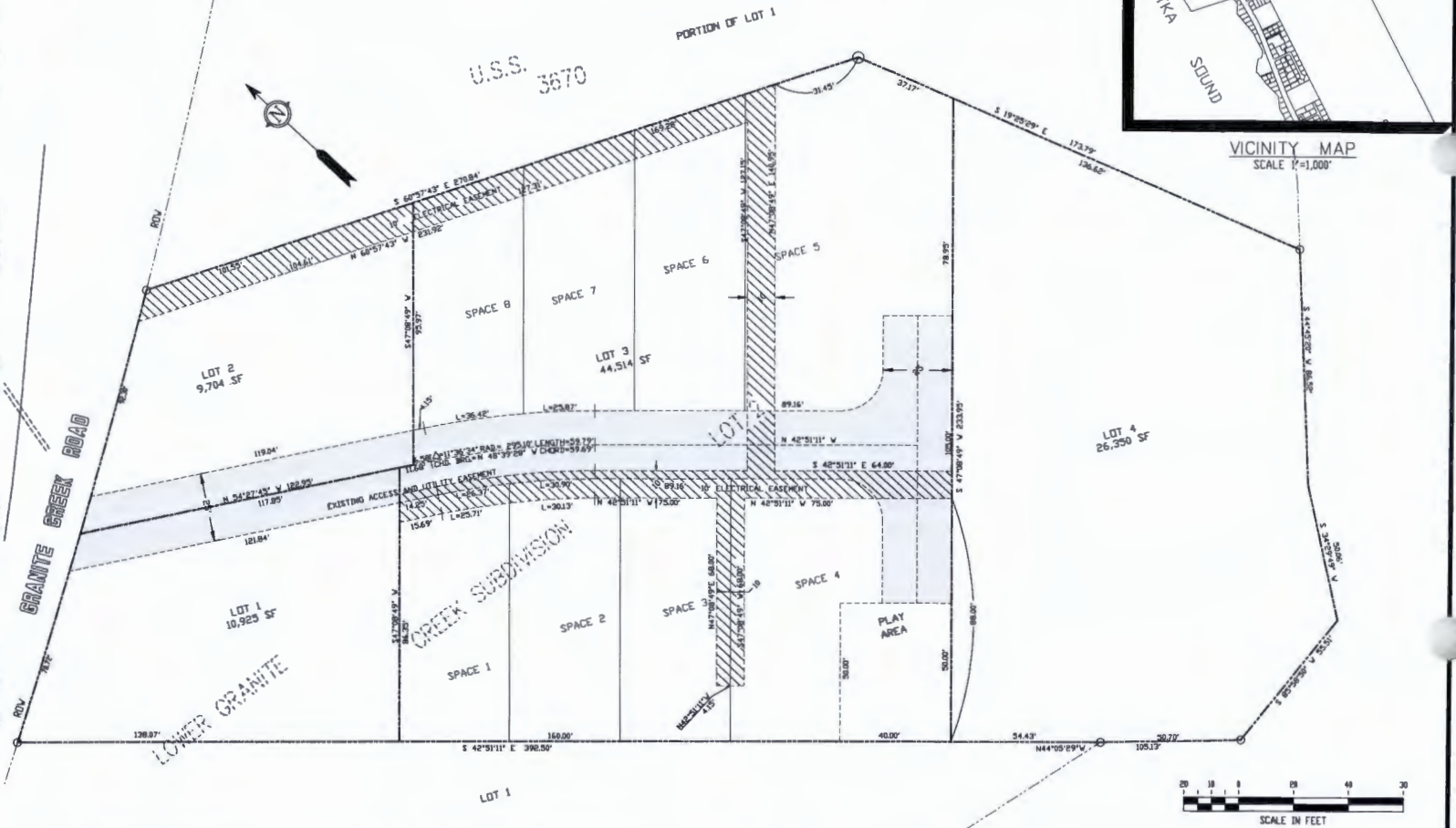
FINANCE DIRECTOR
 CITY & BOROUGH OF SITKA

LEGEND

- PRIMARY CONTROL MONUMENT (RECOVERED)
- OLD/BLM PROPERTY BRASS CAP (RECOVERED)
- SECONDARY MONUMENT (SET)
- SECONDARY MONUMENT (RECOVERED)
- RECORDED DATA
- COMPUTED DATA
- MEASURED DATA

NOTES

1. THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE LOT 2 OF THE LOWER GRANITE CREEK SUBDIVISION INTO 8 LOTS.
2. THE MUNICIPALITY IS PARTY TO ALL EASEMENTS AND PLAT NOTES. THEY SHALL NOT BE MODIFIED WITHOUT APPROVAL BY THE PLATTING BOARD.



(907) 747-6706 2887 CARBON CREEK ROAD, SITKA, AK 99503



DESIGNED BY: J. J. JONES
 DRAWN BY: J. J. JONES
 CHECKED BY: J. J. JONES
 DATE OF PLAT: 2/13/18
 SCALE: 1" = 100'
 DRAWING NAME: 40104-01
 PROJECT NO.: 40104-01

SURVEYOR'S CERTIFICATE

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

DATE _____ KELLY O'NEILL LS 12345

GRANITE CREEK ESTATES

LOT 2 LOWER GRANITE CREEK SUBDIVISION

CLIENT: PETE JONES

BY	DATE	REV	DESCRIPTION OF CHANGE

RECORD OF REVISIONS

2/1/18

CERTIFICATE OF OWNERSHIP AND DEDICATION

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

DATE: _____ OWNER: _____ SIGNATURE: _____
 DATE: _____ OWNER: _____ SIGNATURE: _____

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
 STATE OF ALASKA
 CITY & BOROUGH OF SITKA

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

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUALS NAMED AND WHO CREDITED THE WITHIN PLAT AND _____ ACKNOWLEDGED TO ME THAT _____ SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

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

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

MY COMMISSION EXPIRES: _____

CERTIFICATE STATE OF ALASKA (FIRST JUDICIAL DISTRICT)

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

AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR 20____, WILL BE DUE ON OR BEFORE AUGUST 31, 20____, DATED THIS _____ DAY OF _____.

ASSESSOR, CITY AND BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD

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

DATE: _____ CHAIRMAN, PLATTING BOARD

SECRETARY

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

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

DATE: _____ MAYOR

CITY AND BOROUGH CLERK

CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

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

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

DATED THIS _____ DAY OF _____, 20____, AT SITKA, ALASKA.

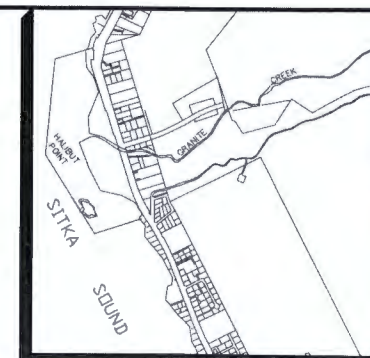
FINANCE DIRECTOR
 CITY & BOROUGH OF SITKA

LEGEND

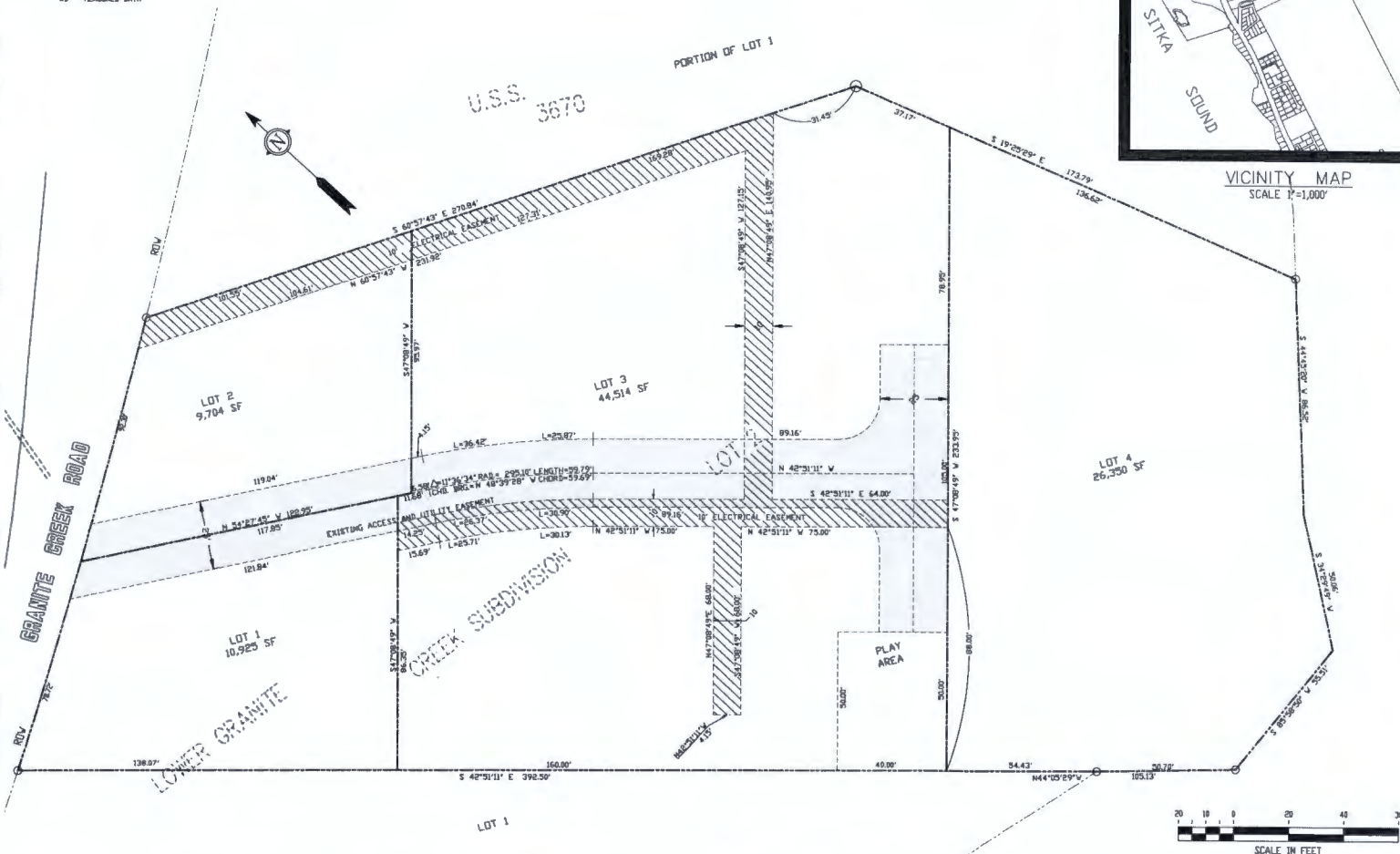
- ⊕ PRIMARY CONTROL NEMENT (RECOVERED)
- OLD/BLM PRIMARY BRASS CAP (RECOVERED)
- ⊙ SECONDARY NEMENT (USED)
- SECONDARY NEMENT (RECOVERED)
- Ⓜ RECORDED DATA
- Ⓜ COMPUTED DATA
- Ⓜ MEASURED DATA

NOTES

1. THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE LOT 2 OF THE LOWER GRANITE CREEK SUBDIVISION INTO 4 LOTS.
2. THE MUNICIPALITY IS PARTY TO ALL EASEMENTS AND PLAT NOTES. THEY SHALL NOT BE MODIFIED WITHOUT APPROVAL BY THE PLATTING BOARD.



VICINITY MAP
 SCALE 1"=1,000'



(907) 747-6700 2007 CARBINE CREEK ROAD, SITKA, AK 99808

BY	DATE	REV	DESCRIPTION OF CHANGE

RECORD OF REVISIONS



DESIGNED & DRAWN
 JENNIFER J. JENNIFER
 CHECKED BY
 DATE OF PLATTING: 20____
 DRAWING NAME: 40104-SI
 PROJECT NO. 40104-01

SURVEYOR'S CERTIFICATE

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

DATE: _____ SURVEYOR: KELLY O'NEILL LS 12301

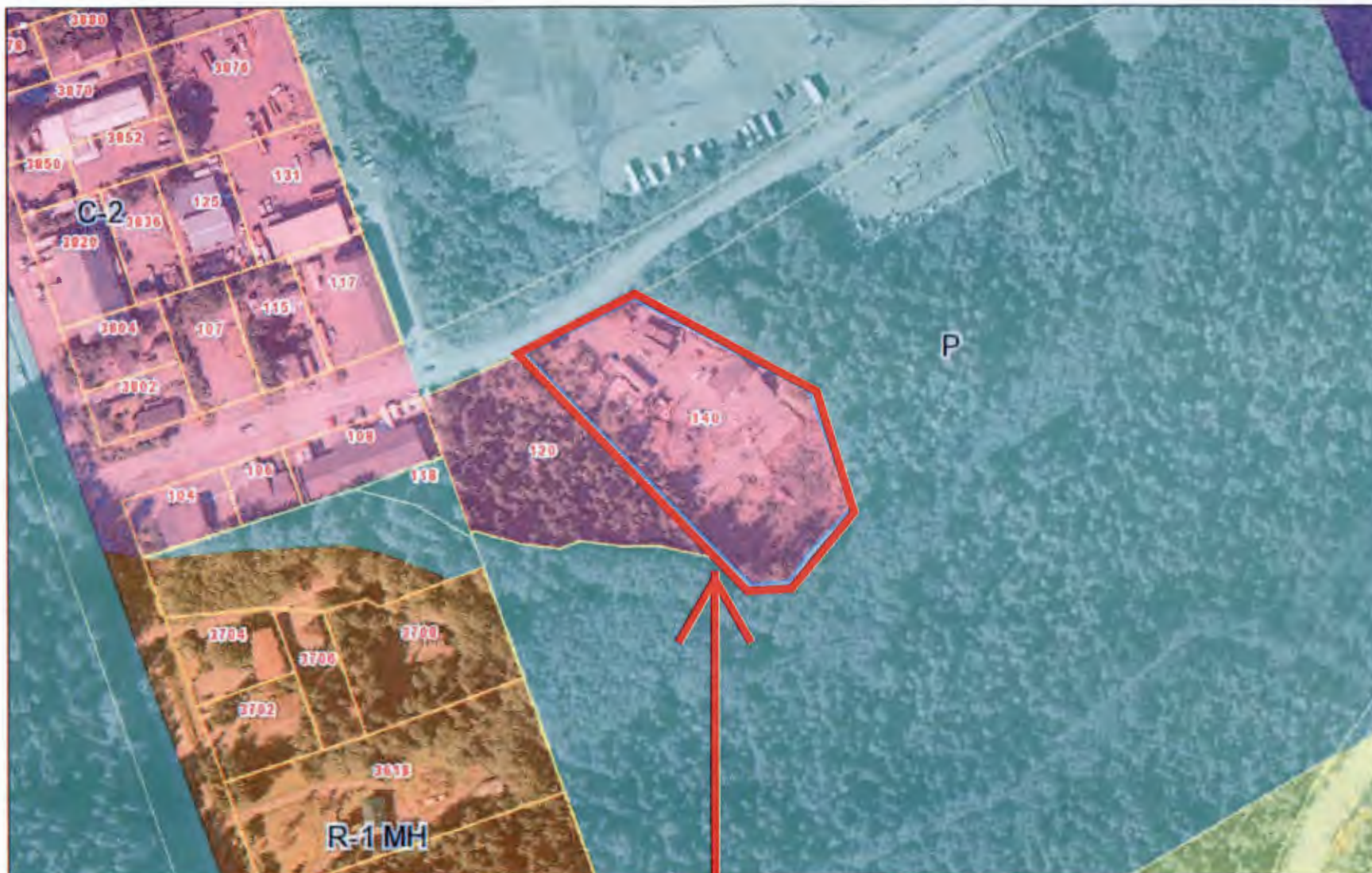
GRANITE CREEK ESTATES
 LOT 2 LOWER GRANITE CREEK SUBDIVISION

CLIENT: PETE JONES

1 OF 1 SHEET

Attachment B

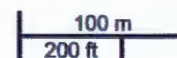
Staff Materials



City & Borough of Sitka, Alaska

Selected Parcel: 140 Granite Creek Rd ID: 25629000

Printed 2/2/2018 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.















WARNING
HIGH TRAILER









Chapter 6.12

MOBILE AND MANUFACTURED HOMES AND MOBILE AND MANUFACTURED HOME PARKS³

Sections:

- 6.12.010 Definitions.
- 6.12.020 Enforcement.
- 6.12.030 Permits required.
- 6.12.040 Mobile and manufactured home park permit—Application material required.
- 6.12.050 Existing mobile and manufactured home parks permitted before August 1, 2010—Design requirements.
- 6.12.055 New mobile and manufactured home parks permitted on or after August 1, 2010—Design requirements.
- 6.12.058 New and existing mobile and manufactured home parks—Design requirements.
- 6.12.060 Recreational vehicle parks— Design requirements.
- 6.12.070 Granting or rejection of permits.
- 6.12.080 Appeals.
- 6.12.100 Permit—Revocation.
- 6.12.110 Sanitary and health regulations.
- 6.12.130 Mobile and manufactured home park—Register of occupants.
- 6.12.135 Mobile and manufactured home park—Registered owner's agent required.
- 6.12.140 Mobile home/manufactured home—Uses—Permit.
- 6.12.160 Mobile and manufactured home park—Numbering spaces required.
- 6.12.180 Reserved.
- 6.12.190 Use as residence or sleeping quarters.
- 6.12.200 Construction requirements.
- 6.12.210 Existing structures.

6.12.010 Definitions.

For the purpose of this chapter, the following terms have the meanings respectively ascribed to them in this section, unless from the particular context it clearly appears that some other meaning is intended:

- A. "Access road" means a private road which does not extend beyond the boundaries of a mobile and manufactured home park and which provides the principal means of access to abutting individual spaces and auxiliary buildings;
- B. "Manufactured home" means a structure constructed on or after June 15, 1976, according to United States Department of Housing and Urban Development ("HUD") standards, transportable in one or more sections which, in the traveling mode, is eight feet (two thousand four hundred thirty-eight millimeters) or more in width or forty feet (twelve thousand one hundred ninety-two millimeters) or more in length or, when erected on site, is three hundred twenty square feet (thirty square meters) or more, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes plumbing, heating and electrical systems. "Manufactured home" shall also include any structure which meets all the requirements of this definition listed above, except the size requirements, and has a manufacturer certificate required by HUD that complies with HUD standards for a manufactured home;
- C. "Mobile home" means a structure that was constructed before June 15, 1976, transportable in one or more sections, which, in the traveling mode, is eight feet (two thousand four hundred thirty-eight millimeters) or more in width or forty feet (twelve thousand one hundred ninety-two millimeters) or more in length or, when erected on

site, is three hundred twenty square feet (thirty square meters) or more, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities and includes plumbing, heating, and electrical systems;

D. "Mobile and manufactured home park" means any park, court, parcel or tract of land designed, maintained, intended or used for the purpose of supplying a location or accommodations for more than three units that includes mobile homes and/or manufactured homes, and includes all buildings used or intended for use as a part of the equipment thereof, whether or not a charge is made for the use of the park and its facilities. A mobile and manufactured home park does not include lots on which unoccupied mobile or manufactured homes are parked for the purpose of inspection and sale;

E. "Person" includes an individual, partnership, firm, company, corporation; whether tenant, owner, lessee, or licensee, or their heir or assign;

F. "Play yard" means an area specifically set aside for the use of children, which area shall not be included within any mobile or manufactured home spaces;

G. "Public street" means any street, road or highway of which the general public has the right of common enjoyment or which is publicly maintained;

H. "Recreational vehicle" means a vehicle built on a single chassis that is four hundred square feet or less when measured at the largest horizontal projection, is designed to be self-propelled or permanently towable by a light-duty truck, and is designed not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use;

I. "Recreational vehicle park" means any park, court, parcel or tract of land designed, maintained, intended or used for the purpose of supplying a location or accommodation for recreational vehicles.

J. "Space" means a plot of ground in a mobile and manufactured home park permitted on or after August 1, 2010, of not less than three thousand square feet of space designed for the location of at least two automobiles and only one unit. "Space" means a plot of ground of a mobile and manufactured home park permitted prior to August 1, 2010, of not less than one thousand eight hundred square feet designed for the location of at least one automobile and only one unit;

K. "Unit" means a mobile home or a manufactured home.

(Ord. 10-10 § 4 (part), 2010; Ord. 04-63 § 4 (part), 2004; B.C.S. § 8.08.010.)

6.12.020 Enforcement.

The provisions of this chapter shall be enforced by the municipal building official, who shall be appointed by the municipal administrator for such term and subject to such conditions and such rates of compensation as the municipal administrator directs. No permit or certificate of occupancy shall be issued for a mobile and manufactured home park or mobile or manufactured home unless the plans and facilities comply with the provisions of this chapter. (Ord. 10-10 § 4 (part), 2010; Ord. 04-63 § 4 (part), 2004; B.C.S. § 8.08.020.)

6.12.030 Permits required.

No land shall be used for a mobile or manufactured home park or recreational vehicle park unless a permit is issued by the municipal building official under the terms of this chapter.

It is unlawful for any person, firm or corporation to operate, manage or maintain any mobile or manufactured home park or recreational vehicle park within the city and borough without a permit authorizing the operation of

such park. (Ord. 10-10 § 4 (part), 2010; Ord. 04-63 § 4 (part), 2004; B.C.S. § 8.08.030.)

6.12.040 Mobile and manufactured home park permit—Application material required.

A complete plot plan and the following supplementary material shall be submitted to the municipal building official and the planning department, as well as the planning commission, when appropriate, for review and approval prior to the issuance of a mobile and manufactured home park permit:

- A. Applicant's name, address and legal interest in the property;
- B. Area and dimensions of the tract of land and land uses within one hundred feet;
- C. Legal description of perimeter;
- D. Engineering plans and specifications for the proposed mobile and manufactured home park. These shall include:
 - 1. Number, location and size of all spaces;
 - 2. Location, width and surfacing of roadways, off-street parking and walkways;
 - 3. Location and size of any existing or proposed buildings and structures within the mobile and manufactured home park;
 - 4. Methods and plans of domestic and fire protection water supply, surface drainage and erosion control, sewage disposal, electrical supply and garbage disposal;
 - 5. Location of the permanent monuments required in Section 6.12.050; and
 - 6. Location and mapping of any portion of the property located within a federal flood hazard area according to the Flood Insurance Rate Map.

(Ord. 10-10 § 4 (part), 2010; Ord. 04-63 § 4 (part), 2004; Ord. 82-507 § 4 (part), 1982; B.C.S. § 8.08.040.)

6.12.050 Existing mobile and manufactured home parks permitted before August 1, 2010—Design requirements.

- A. There shall be at least one permanent monument located within the boundaries of each mobile and manufactured home park, preferably at one of the property corners. Such monument shall be of the same nature as the monuments required by other sections of this code related to platting, as defined in the presently existing sections or as defined in any future sections. Such monument shall be shown on the plot plan required by Section 6.12.040.
- B. Mobile and manufactured homes shall be parked in spaces so that a fifteen-foot front yard and ten-foot rear yard setback are observed. The side yard setback shall be no less than five feet. No mobile or manufactured home shall be placed nearer than twenty-five feet to any highway or arterial street.
- C. Play yards shall be at least one hundred square feet per unit. The play yards shall be located so that no mobile or manufactured home is more than five hundred feet from a play yard.

(Ord. 10-10 § 4 (part), 2010; Ord. 04-63 § 4 (part), 2004; Ord. 82-520 § 4 (part), 1982; Ord. 82-507 § 4 (part), 1982; B.C.S. § 8.08.050.)

6.12.055 New mobile and manufactured home parks permitted on or after August 1, 2010—Design requirements.

A. There shall be one permanent monument located at each of the property corners. Such monument shall be of the same nature as the monuments required by other sections of this code related to platting, as defined in the presently existing sections or as defined in any future sections. Such monument shall be shown on the plot plan required by Section 6.12.040.

B. Units shall be parked in spaces so that an eighteen-foot front yard and ten-foot rear yard setback are observed. The side yard setback shall be no less than five feet. No unit shall be placed nearer than twenty feet to any highway or arterial street, unless the adjacent highway or arterial street is greater than eighty feet in width, in which case no unit shall be placed nearer than ten feet. The park owner or agent shall be responsible for the proper location of each unit and shall be signatory to the required permit application.

C. A mobile and manufactured home park shall have at least one play yard that shall contain a minimum of two thousand square feet, or two hundred square feet per unit, whichever is greater. The play yards shall be located so that no unit is more than five hundred feet from a play yard.

(Ord. 10-10 § 4 (part), 2010.)

6.12.058 New and existing mobile and manufactured home parks—Design requirements.

A. Access roads for each unit shall have a minimum width of twenty feet to which every unit shall have direct access. Such roads shall be well maintained all-weather roads. Direct access from any public street or right-of-way to any unit within a mobile and manufactured home park shall not be permitted. Not more than two driveway entrances spaced not less than one hundred feet apart shall be permitted.

B. No major changes or alterations shall be made to any part of the mobile and manufactured home park as outlined in an approved plan without approval by the municipal building official.

C. Mobile and manufactured homes spaces to be located within any portion of a flood hazard area shall comply with National Flood Insurance Program requirements. The fact that the space is located within a flood hazard area shall be disclosed to the occupant along with any information such as alternate access.

(Ord. 10-10 § 4 (part), 2010.)

6.12.060 Recreational vehicle parks— Design requirements.

A permit shall be issued for a recreational vehicle park upon a showing by the applicant that the design requirements established by the city administrator have been fully complied with. (Ord. 04-63 § 4 (part), 2004: B.C.S. § 8.08.060.)

6.12.070 Granting or rejection of permits.

Whenever the application shows that the proposed mobile and manufactured home park or installation is in conformity with the provisions of this chapter and any applicable zoning and health regulations, the municipal building official shall issue a permit; otherwise the application shall be rejected and the municipal building official shall state in writing the reason for such rejection. (Ord. 10-10 § 4 (part), 2010: Ord. 04-63 § 4 (part), 2004: B.C.S. § 8.08.070.)

6.12.080 Appeals.

Any person feeling aggrieved by a rejection of an application for a permit or certificate of occupancy may file an appeal in the manner provided in Section 6.12.100. (Ord. 04-63 § 4 (part), 2004: B.C.S. § 8.08.080.)

6.12.100 Permit—Revocation.

Any violation of the conditions of the permit or certificate of occupancy will be grounds for revocation of the permit and/or certificate of occupancy, by administrative action of the city and borough building official. Any such revocation may be appealed to the planning commission of the city and borough, who shall hold a hearing on such appeal and make recommendations as to the disposition thereof to the city and borough assembly. The city and borough assembly shall make final disposition of any such appeal. (Ord. 04-63 § 4 (part), 2004: B.C.S. § 8.08.100.)

6.12.110 Sanitary and health regulations.

All sanitary, health, and fire regulations, state and local, shall be met, and violations thereof shall be grounds for revocation of the permit and certificate of occupancy, subject to the same appeal procedure as provided in Section 6.12.080. (Ord. 04-63 § 4 (part), 2004: B.C.S. § 8.08.110.)

6.12.130 Mobile and manufactured home park—Register of occupants.

Mobile and manufactured home park operators shall keep a register of the occupants of mobile and manufactured home park spaces. This register shall be given to the planning department. (Ord. 10-10 § 4 (part), 2010: Ord. 04-63 § 4 (part), 2004: B.C.S. § 8.08.130.)

6.12.135 Mobile and manufactured home park—Registered owner's agent required.

Each mobile and manufactured home park owner shall designate a Sitka resident as the owner's agent. The agent shall be empowered to act on the owner's behalf on matters pertaining to park management and maintenance. Contact information for the designated agent shall be given to the planning department. (Ord. 10-10 § 4 (part), 2010: Ord. 04-63 § 4 (part), 2004: B.C.S. § 8.08.135.)

6.12.140 Mobile and manufactured home—Uses—Permit.

Except where a unit is located on a residential lot and lawfully used as a single-family dwelling, no unit shall be used as a place of business or as a place of habitation or stand in the open on any land more than thirty days without first obtaining the permit required in Section 6.12.070. (Ord. 10-10 § 4 (part), 2010: Ord. 04-63 § 4 (part), 2004: B.C.S. § 8.08.140.)

6.12.160 Mobile and manufactured home park—Numbering spaces required.

Owners of mobile and manufactured home parks shall clearly number each space serially. The space numbers shall be a minimum of six inches high and clearly visible from the access road. (Ord. 10-10 § 4 (part), 2010: Ord. 04-63 § 4 (part), 2004: B.C.S. § 8.08.160.)

6.12.180 Reserved.

Reserved. (Ord. 10-10 § 4 (part), 2010: Ord. 04-63 § 4 (part), 2004: Ord. 78-348 § 4, 1978.)

6.12.190 Use as residence or sleeping quarters.

A. No mobile home, manufactured home, recreational vehicle, or other motor vehicle shall be used as a residence or sleeping quarters unless:

1. Such unit or vehicle has a designated spot within a mobile and manufactured home park, recreational vehicle park or other area specifically designated by the chief of police; or
2. Such vehicle has a permanent spot on other private property, its placement on such property as a residence meets all zoning requirements, and such vehicle meets the standard size requirements and sanitation requirements of a residence under the Sitka General Code.

B. Except as provided in Section 6.12.210, a recreational vehicle may be used as a temporary but not as a permanent residence, and shall not be occupied for a period of more than one hundred eighty days within a twelve-month period on a single property.

(Ord. 10-10 § 4 (part), 2010; Ord. 04-63 § 4 (part), 2004; Ord. 97-1452 § 4, 1997; Ord. 80-436 § 3, 1980.)

6.12.200 Construction requirements.

The following provisions shall apply as of August 1, 2010, to all mobile or manufactured homes, regardless of whether they are located in a mobile and manufactured home park, unless otherwise provided:

- A. Prior to August 1, 2010, additions to units in mobile and manufactured home parks shall be limited to sixteen feet in height. On or after August 1, 2010, additions to any units, regardless if in a mobile and manufactured home park, shall be limited to fourteen feet and one story in height. Height shall be measured as defined in Title 22.
- B. Foundation systems shall be approved by the municipal building official. When available, the installation instructions provided by the manufacturer shall be used to determine permissible points of support for vertical loads and points of attachment for anchorage systems used to resist horizontal and uplift forces.
- C. All units shall be anchored to resist horizontal and uplift forces in an approved manner. The anchoring system shall be inspected and approved prior to connection of water and sewer utilities.
- D. Skirting shall be required around the complete perimeter of all installations. Skirting shall be of pressure-treated plywood with a minimum of three-eighths-inch thickness, rated siding, metal panels or other approved, weather-resistant material. Skirting shall be provided with an access door and foundation ventilation in accordance with the requirements of the International Residential Code. A minimum six-mil vapor retarder shall be installed on the ground within the skirted area.
- E. All additions and interior renovations shall be subject to the provisions of the International Residential Code. Additions to units within a mobile and manufactured home park shall only be permitted with the written approval of the mobile and manufactured home park owner or agent.
- F. Accessory buildings in excess of one hundred twenty square feet shall require a building permit and must be located in compliance with the setback requirements of Section 6.12.050(B).
- G. The number of required automobile parking spots shall be in compliance with Section 6.12.010(J).

(Ord. 10-10 § 4 (part), 2010; Ord. 04-63 § 4 (part), 2004.)

6.12.210 Existing structures.

- A. Any mobile and manufactured homes located in Sitka prior to August 1, 2010, shall be allowed to remain in Sitka, and any legal use or occupancy of that structure as of August 1, 2010, shall be allowed to continue, unless such continued use or occupancy is dangerous to life, health and safety.
- B. No mobile home located in Sitka prior to August 1, 2010, shall be allowed to be relocated to a mobile and manufactured home park permitted on or after August 1, 2010.

C. The following structures shall not be allowed in Sitka on or after August 1, 2010:

1. Any mobile home manufactured before June 15, 1976, and not located in Sitka prior to August 1, 2010;
and
2. Any structure similar to a mobile home that is not a HUD-compliant structure, and not located in Sitka prior to August 1, 2010.

(Ord. 10-10 § 4 (part), 2010.)

**The Sitka General Code is current through Ordinance 17-42,
passed December 12, 2017.**

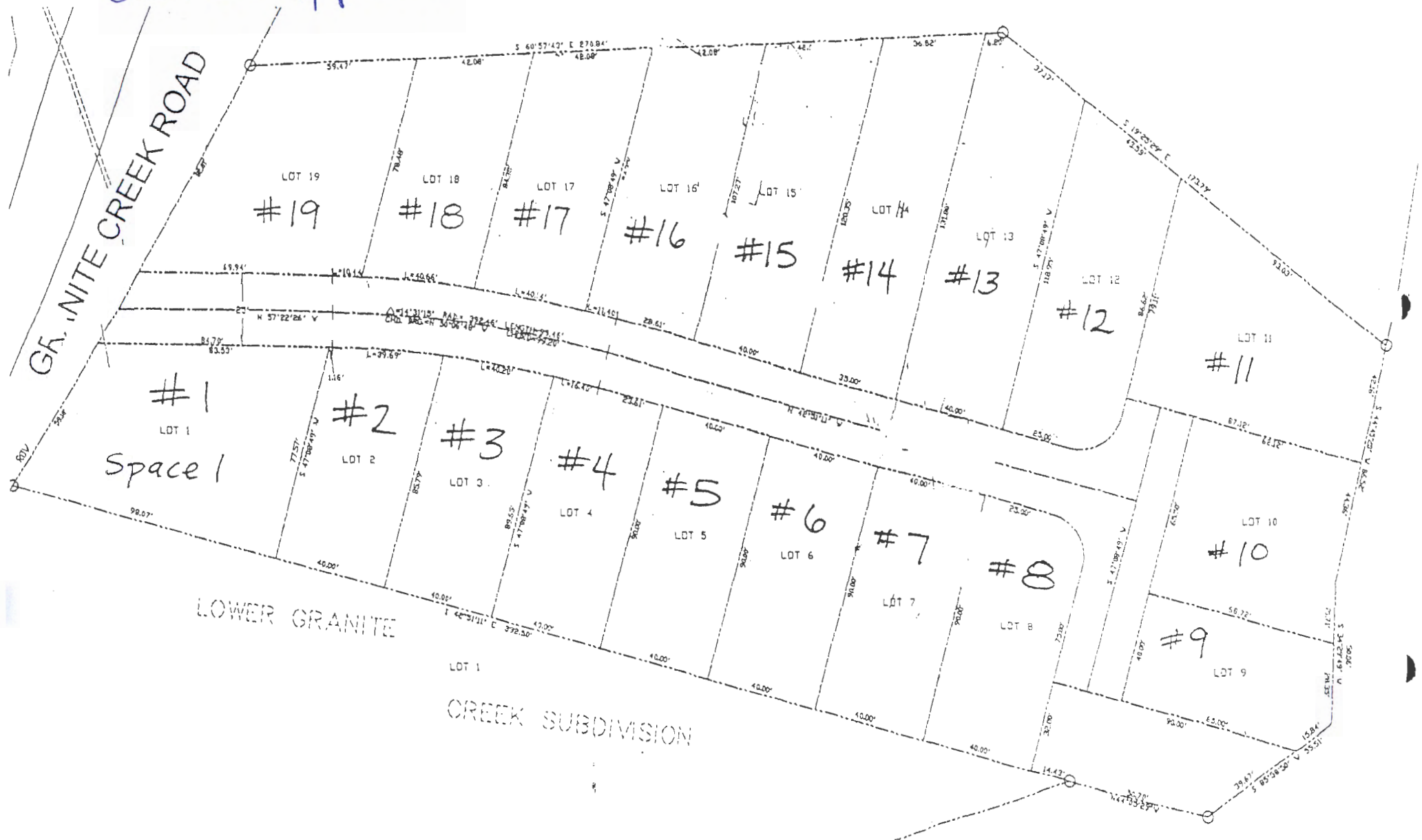
Disclaimer: The City and Borough Clerk's Office has the official version of the Sitka General Code. Users should contact the City and Borough Clerk's Office for ordinances passed subsequent to the ordinance cited above.

City and Borough Website: <http://www.cityofsitka.com/> (<http://www.cityofsitka.com/>)

City and Borough Telephone: (907) 747-1811

Code Publishing Company (<http://www.codepublishing.com/>)

Current Approval



GRANITE CREEK ESTATES



CITY AND BOROUGH OF SITKA

Legislation Details

File #: P 18- 02 **Version:** 1 **Name:**

Type: Subdivision **Status:** AGENDA READY

File created: 2/2/2018 **In control:** Planning Commission

On agenda: **Final action:**

Title: Public hearing and consideration of a minor subdivision to result in two lots at 2310 Halibut Point Road in the R-1 MH District. The property is also known as a portion of Lot 13 US Survey 2418. The request is filed by John and Jamie Licari. The owner of record is JPJL, LLC.

Sponsors:

Indexes:

Code sections:

Attachments: [P18-02.2310HPR.Licari.Packet.16Mar2018](#)

Date	Ver.	Action By	Action	Result
2/22/2018	1	Planning Commission		



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

Case No: P 18-02
Proposal: Preliminary plat – minor subdivision to result in 2 lots
Applicant: John Licari
Owner: JPJL, LLC
Location: 2310 Halibut Point Road
Legal Desc.: Portion of Lot 13 US Survey 2418
Zone: R-1 MH single-family, duplex and manufactured home zoning district
Size: Existing: 3.5 acres
Proposed: 68,601 square feet, 88,152 square feet
Parcel ID: 2-5200-000
Existing Use: Undeveloped
Adjacent Use: Residential, undeveloped
Utilities: Proposed easements from Sand Dollar Drive and Kramer Avenue
Access: Proposed easements from Sand Dollar Drive and Kramer Avenue

KEY POINTS AND CONCERNS:

- Lots meet dimensional development standards
- Creation of new lots could facilitate residential development of the undeveloped parcel
- Major concern – Steep grade of access routes – Additional information needed
- Public utilities available but development not proposed at this time
- Possibility for wetlands impacts (consult with USACE).
- Neighbor concerns for drainage, gravel into drainage system from increased traffic, and use of Sand Dollar Drive for access.
- For future consideration: when do you start counting the division of lots toward the major division? As we see in this case, the original pie has been cut into pieces already and thus under different perspectives, this could be a major subdivisions if we counted from the first division of the whole. But that is not how it has been approached in the past and this has led to smaller scale minor subdivisions as the norm with substandard roads, drainage, and utility installations.

RECOMMENDATION: Postpone the approval of the preliminary plat of the minor subdivision of 2310 Halibut Point Road subject to a conceptual review where all adjacent subdivisions present together to develop a group of uniform subdivisions in regards to access, utilities, and topography that enables all to design and develop reasonably and appropriately.

ATTACHMENTS:

Attachment A: Applicant Materials

Attachment B: Staff Materials

BACKGROUND:

2310 Halibut Point Road was created by US Survey 2418 in 1934. Four lots were divided off from the larger parcel in 1965, leaving this portion of Lot 13 of US Survey 2418. According to the Kramer landslide study, the property is in the low risk zone. The existing lot is 3.5 acres and is undeveloped. Legal access is available from Halibut Point Road, and another access point is proposed via Sand Dollar Drive.

PROJECT DESCRIPTION:

The proposed minor subdivision is intended to divide a portion of Lot 13 US Survey 2418 into two parcels, sized 68,601 square feet and 88,152 square feet. Topography is steep toward the southwesterly portion of the lot near Halibut Point Road. No specific development is proposed at this time.

Access and Utility Easements are proposed for Lot 2 from Sand Dollar Drive across an existing single-family developed lot. This is not ideal.

Access and utilities are proposed for Lot 1 to be served via an access easement that needs more detail in how it would work with the Oceanview Subdivision and what lots that will serve. If not restricted the easement from Kramer technically may propose to serve 6 lots, which would not be allowable by code. Therefore, more information is needed such as details and agreements.

Title 21

The purposes of the subdivision regulations are: to promote and protect the public, health, safety and welfare; provide for appropriate roads, streets, and access; provide for useful, adequate and convenient open space; provide for means for efficient transportation, mobility, and access; assure adequate utilities; provide for emergency response accessibility; provide adequate recreation, light, and air; avoid population congestion; facilitate orderly development and growth; and accurate surveying.¹

Please note: The final plat shall be uniquely named, flagged 10 days prior to review, shall submit in line with the requirements of 21.32, and follow the design and improvement guidelines of 21.40.²

Subdivision Development Standards

Maximum grade for access easements shall not exceed 20% in any case and shall only exceed 15% in exceptional cases. Staff's rough calculation determined that the easement area is near the 15% mark. The

¹ SGC 21.04.020

² SGC 21.12.030

applicant should submit verification from a registered land surveyor to verify the slope of the easement.³

In addition, the access from Halibut Point Road is very steep, with staff-estimated 50% grade in areas. The applicant should submit plans for how Lot 1 can practically be accessed, such as a driveway plan.

Title 22

22.16.045 R-1 MH single-family, duplex and manufactured home zoning district.

A. Intent. See the intent statement for the R-1 district. The R-1 MH district is intended primarily for single-family, single-family [manufactured homes](#) or [duplex dwellings](#), at moderate [densities](#), but [structures](#) and uses required to serve recreational and other public needs of [residential](#) areas are allowed as [conditional uses](#) subject to restrictions intended to preserve the [residential](#) character of the R-1 MH district.

Zoning Development Standards

The minimum lot area for the R-1 MH District is 8,000 square feet. Minimum lot width is 80 feet. Proposed lots meet these requirements.

Project Analysis

Site: Proposed lots would be 68,601 square feet and 88,152 square feet, exceeding the minimum lot size and with requirements. Topography is steep near Halibut Point Road, becoming less steep toward the uphill half of the lot.

Utilities: Public utilities are available from Halibut Point Road and Sand Dollar Drive but are development of utilities are not proposed at this time. Should the subdivision be approved, code requires that utilities must be developed to standards prior to granting of building permits. The access easement through 112 Sand Dollar Drive should be amended to also include utilities and also to provide agreements for those with detail of who they serve and other terms. Building permits may not be issued until water and sewer utilities are installed.⁴

Access, Roads, Transportation, and Mobility: Lot 1 would have direct access from Halibut Point Road or Kramer, but more detail is needed. In addition, no minor subdivision easement may serve more than 4 lots. Lot 2 would have access from Sand Dollar Drive via a proposed easement. These access points currently have steep topography. The applicant will need to provide evidence that these access points can meet development standards outlined in code prior to granting of the final plat approval.⁵ Additionally, driveway permits must be obtained from CBS Public Works and Alaska DOT. More detail and agreements are needed. Plus, holistic review of all adjacent subdivision proposals is suggested (Tisher, Licari, vacation).

³ SGC 21.40.030(C)4-5

⁴ SGC 21.40.130(H)

⁵ SGC 21.40.120

Public, Health, Safety and Welfare: Currently, access points are steep. The applicant should provide evidence that safe and code-compliant access can be developed prior to granting of the final plat approval. Plat notes should address potential wetlands. Agreements and details are needed in regards to access, utilities, easements & agreements.

Neighbor concerns have included gravel and drainage issues. The commission should consider whether these concerns warrant any mitigation.

Rec, Light, Air: Proposed lots are larger than the minimum lot size for the zone. No concerns.

Orderly and Efficient Layout and Development: Subdivision of the undeveloped lot could result in new residential development. Access is limited due to topography, so some creativity is required. While the request is for the subdivision to result in two lots, consideration should be given that the resulting lots would be in excess of the minimum requirements, and owners may wish to subdivide further in the future.

Comprehensive Plan

The proposed minor subdivision complies with Comprehensive Plan Section 2.4.19 by going through the required subdivision process.

Recommendation and Motions

It is recommended that the Planning Commission adopt the staff analysis and findings and move to postpone the minor subdivision preliminary plat subject to a staff design review meeting with all adjacent proposed subdivisions.

1) I move to find that:

- a. As presented by the applicant, the preliminary plat does not meet its burden of proof as to access, utilities, and required agreements, and therefore it is unknown if the following are met:
 1. Whether the proposed minor subdivision preliminary plat complies with the Comprehensive Plan Section 2.4.19 by going through the required subdivision process;
 2. Whether the proposed minor subdivision preliminary plat complies with the subdivision code; and
 3. Whether the minor subdivision preliminary plat is injurious to the public health, safety, and welfare and further that the proposed plat notes and conditions of approval protect the harmony of use and the public's health, safety and welfare.

- 2) **I move to postpone** the preliminary plat for a minor subdivision at 2310 Halibut Point Road subject to a staff pre-conceptual design review meeting with all adjacent proposed subdivision requests (Licari, Tisher, Vacation). The property is also known as Portion of Lot 13 US Survey 2418. The request is filed by John Licari. The owner of record is JPJL, LLC.

Attachment A

Applicant Materials



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: Subdivide the parcel of land
Known as 2310 Halibut Point Road into two
separate sites as per site plan

PROPERTY INFORMATION:

CURRENT ZONING: R-1 MH PROPOSED ZONING (if applicable): _____

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

APPLICANT INFORMATION:

PROPERTY OWNER: John and Jamie Licari - JPJL Properties LLC

PROPERTY OWNER ADDRESS: 112 Sand Dollar Drive Sitka, AK 99835

STREET ADDRESS OF PROPERTY: 2310 Halibut Point Road

APPLICANT'S NAME: John or Jamie Licari

MAILING ADDRESS: 112 Sand Dollar Drive Sitka, AK 99835

EMAIL ADDRESS: johnplicari@hotmail.com DAYTIME PHONE: 907 738-5204

PROPERTY LEGAL DESCRIPTION:

TAX ID: 25200000 LOT: 13 BLOCK: _____ TRACT: _____

SUBDIVISION: _____ US SURVEY: US 2418 13 Plat 48

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

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

RECEIVED MAR 05 2018

CERTIFICATE OF OWNERSHIP AND DEDICATION

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

DATE _____ OWNER _____ (SIGNATURE) _____

DATE _____ OWNER _____ (SIGNATURE) _____

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
STATE OF ALASKA
CITY & BOROUGH OF SITKA

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

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND _____ ACKNOWLEDGED TO ME THAT _____ SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED. WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

MY COMMISSION EXPIRES _____

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

CERTIFICATE OF PAYMENT OF TAXES (STATE OF ALASKA)

(FIRST JUDICIAL DISTRICT)

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

AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LAND AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR 20____ WILL BE DUE ON OR BEFORE AUGUST 31, 20____ DATED THIS _____ DAY OF _____

ASSESSOR, CITY AND BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD

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

DATE _____ CHAIRMAN, PLATTING BOARD

SECRETARY

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

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

DATE _____ MAYOR

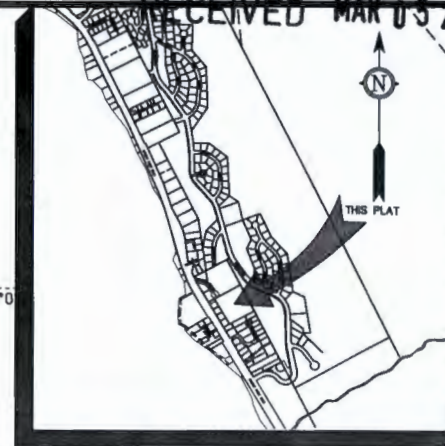
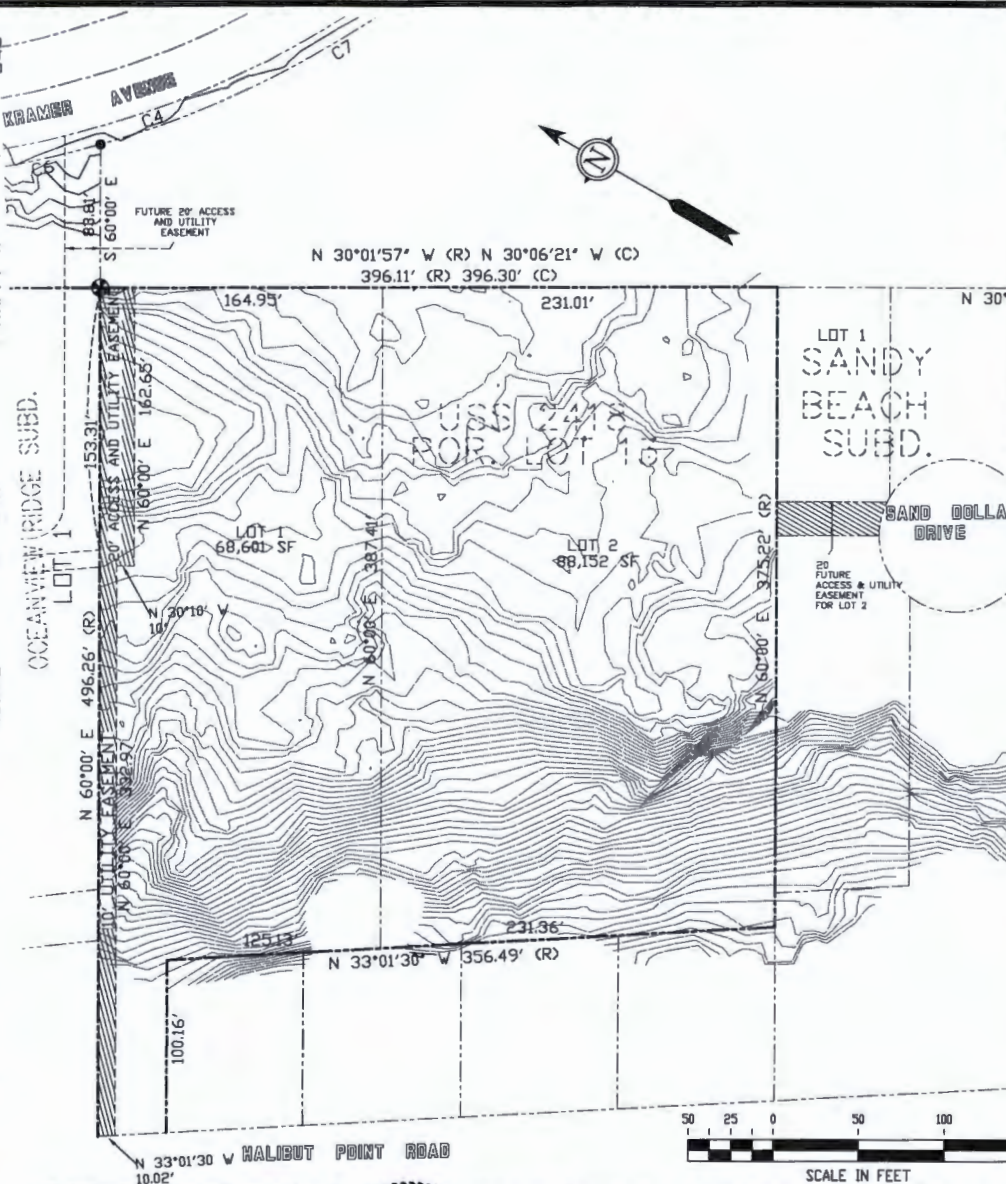
CITY AND BOROUGH CLERK

CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

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

ALL OWNERS OF RECORD, AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL L.I.D.'S ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL. DATED THIS _____ DAY OF _____ 20____, AT SITKA, ALASKA.

FINANCE DIRECTOR CITY & BOROUGH OF SITKA



VICINITY MAP
SCALE 1"=1,000'

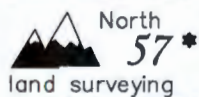
LEGEND

- ⊕ PRIMARY CONTROL MONUMENT RECOVERED (BRASS CAP)
- ⊕ BLU/GLD PRIMARY BRASS CAP (RECOVERED)
- SECONDARY MONUMENT (SET)
- SECONDARY MONUMENT (RECOVERED)
- ORIGINAL WHITCOMB HTS. MONUMENT (RECOVERED)
- (R) RECORDED DATA
- (C) COMPUTED DATA
- (M) MEASURED DATA

NOTES

1. THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE A POR. OF LOT 13 USS 2418 INTO TWO LOTS.
2. THE MUNICIPALITY IS PARTY TO ALL EASEMENTS AND PLAT NOTES. THEY SHALL NOT BE MODIFIED WITHOUT APPROVAL OF THE PLATTING BOARD. THERE SHALL BE NO ENCROACHMENTS ON CITY ASSETS OR EASEMENTS.
3. A MAINTENANCE AGREEMENT FOR THE ACCESS AND UTILITY EASEMENT FOR LOT 2 IS RECORDED IN THE SITKA RECORDING DISTRICT SERIAL NO. _____
4. A MAINTENANCE AGREEMENT FOR THE ACCESS AND UTILITY EASEMENT FOR LOT 1 IS RECORDED IN THE SITKA RECORDING DISTRICT SERIAL NO. _____
5. ANY DEVELOPMENT OF WETLANDS WILL BE APPROVED BY THE ARMY CORPS OF ENGINEERS.

PRELIMINARY SITKA RECORDING DISTRICT



(907) 747-6708 2007 CASCADE CREEK ROAD, SITKA, AK 99501

BY	DATE	REV.	DESCRIPTION OF CHANGE

RECORD OF REVISIONS



DESIGNED BY J. O'NEILL
DRAWN BY J. O'NEILL
CHECKED BY J. O'NEILL
DATE OF PLAT/BOOKS 2018
SCALE 1" = 50'
DRAWING NAME: 40105-01
PROJECT NO. 40105-01

SURVEYOR'S CERTIFICATE
I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN _____ A SURVEY OF THE HEREIN DESCRIBED LAND WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.
DATE _____ KELLY J. O'NEILL LS 13521

JPJL SUBDIVISION
POR. LOT 13 USS 2418

CLIENT: JOHN LICARI

SHEET

RECEIVED
FEB 28 2018

CERTIFICATE OF OWNERSHIP AND DEDICATION

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

DATE _____ OWNER _____ (SIGNATURE) _____

DATE _____ OWNER _____ (SIGNATURE) _____

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
STATE OF ALASKA
CITY & BOROUGH OF SITKA

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

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND _____ ACKNOWLEDGED TO ME THAT _____ SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED. WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

MY COMMISSION EXPIRES _____

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

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

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

AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL THAT CURRENT TAXES FOR THE YEAR 20____ WILL BE DUE ON OR BEFORE AUGUST 31, 20____ DATED THIS _____ DAY OF _____

ASSESSOR, CITY AND BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD

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

DATE _____ CHAIRMAN, PLATTING BOARD

SECRETARY

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

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DATE _____ MAYOR

CITY AND BOROUGH CLERK

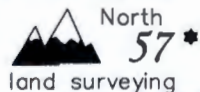
CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

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

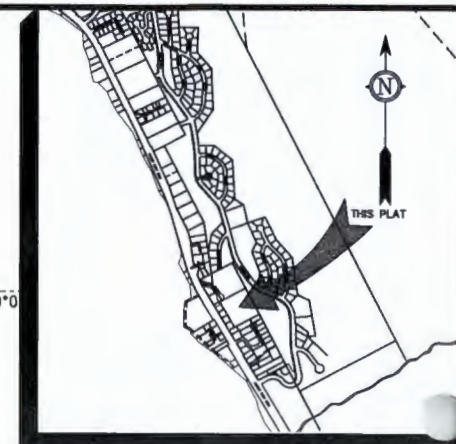
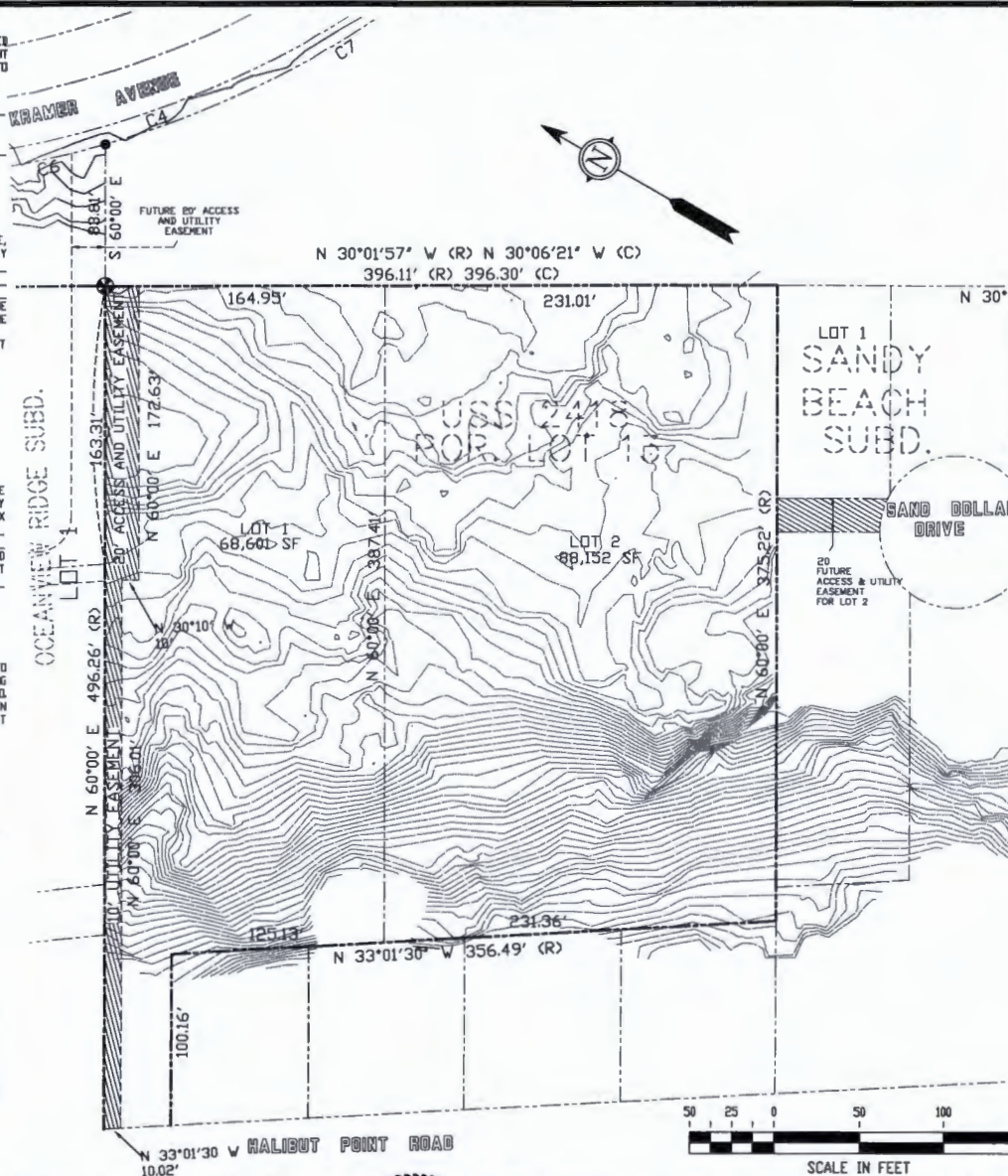
(ALL OWNERS OF RECORD), AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL L.I.D.'S ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL.

DATED THIS _____ DAY OF _____, 20____, AT SITKA, ALASKA.

FINANCE DIRECTOR CITY & BOROUGH OF SITKA



(907) 747-6700 1007 CASCADIA CREEK ROAD, SITKA, AK 99825



VICINITY MAP
SCALE 1"=1,000'

LEGEND

- ⊕ PRIMARY CONTROL MONUMENT RECOVERED (BRASS CAP)
- ⊕ BLM/GLD PRIMARY BRASS CAP (RECOVERED)
- SECONDARY MONUMENT (SET)
- SECONDARY MONUMENT (RECOVERED)
- ORIGINAL WHITCOMB HTS. MONUMENT (RECOVERED)
- (RD) RECORDED DATA
- (C) COMPUTED DATA
- (MD) MEASURED DATA

NOTES

1. THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE A POR. OF LOT 13 USS 2418 INTO TWO LOTS.
2. THE MUNICIPALITY IS PARTY TO ALL EASEMENTS AND PLAT NOTES. THEY SHALL NOT BE MODIFIED WITHOUT APPROVAL OF THE PLATTING BOARD. THERE SHALL BE NO ENCROACHMENTS ON CITY ASSETS OR EASEMENTS.
3. A MAINTENANCE AGREEMENT FOR THE ACCESS AND UTILITY EASEMENT FOR LOT 2 IS RECORDED IN THE SITKA RECORDING DISTRICT SERIAL NO. _____
4. A MAINTENANCE AGREEMENT FOR THE ACCESS AND UTILITY EASEMENT FOR LOT 1 IS RECORDED IN THE SITKA RECORDING DISTRICT SERIAL NO. _____
5. ANY DEVELOPMENT OF WETLANDS WILL BE APPROVED BY THE ARMY CORPS OF ENGINEERS.

PRELIMINARY SITKA RECORDING DISTRICT

SURVEYOR'S CERTIFICATE

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

DESIGNED BY: J. J. JONES
CHECKED BY: J. J. JONES
DATE OF PLAT: FEB 28, 2018
SCALE: 1" = 50'
DRAWING NAME: 40105-01
PROJECT NO. 40105-01
DATE: _____ BY: J. J. JONES LS 12345

JPJL SUBDIVISION

POR. LOT 13 USS 2418

CLIENT: JOHN LICARI

BY	DATE	REV.	DESCRIPTION OF CHANGE



RECORD OF REVISIONS

First Draft

CERTIFICATE OF OWNERSHIP AND DEDICATION

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

DATE _____ OWNER _____ (SIGNATURE) _____

DATE _____ OWNER _____ (SIGNATURE) _____

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
STATE OF ALASKA
CITY & BOROUGH OF SITKA

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

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND _____ ACKNOWLEDGED TO ME THAT _____ SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED. WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

MY COMMISSION EXPIRES: _____

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

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

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

AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR 20____ WILL BE DUE ON OR BEFORE AUGUST 31, 20____ DATED THIS _____ DAY OF _____.

ASSESSOR, CITY AND BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD

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

DATE _____ CHAIRMAN, PLATTING BOARD _____

SECRETARY _____

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

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

DATE _____ MAYOR _____

CITY AND BOROUGH CLERK _____

CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

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

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

DATED THIS _____ DAY OF _____, 20____, AT SITKA, ALASKA.

FINANCE DIRECTOR: CITY & BOROUGH OF SITKA _____

North
57*
land surveying
(907) 747-6778 801 CAROLINE CREEK ROAD, SITKA, AK 99835

BY	DATE	REV.	DESCRIPTION OF CHANGE
RECORD OF REVISIONS			



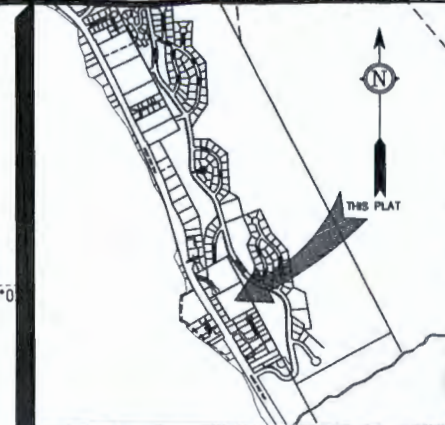
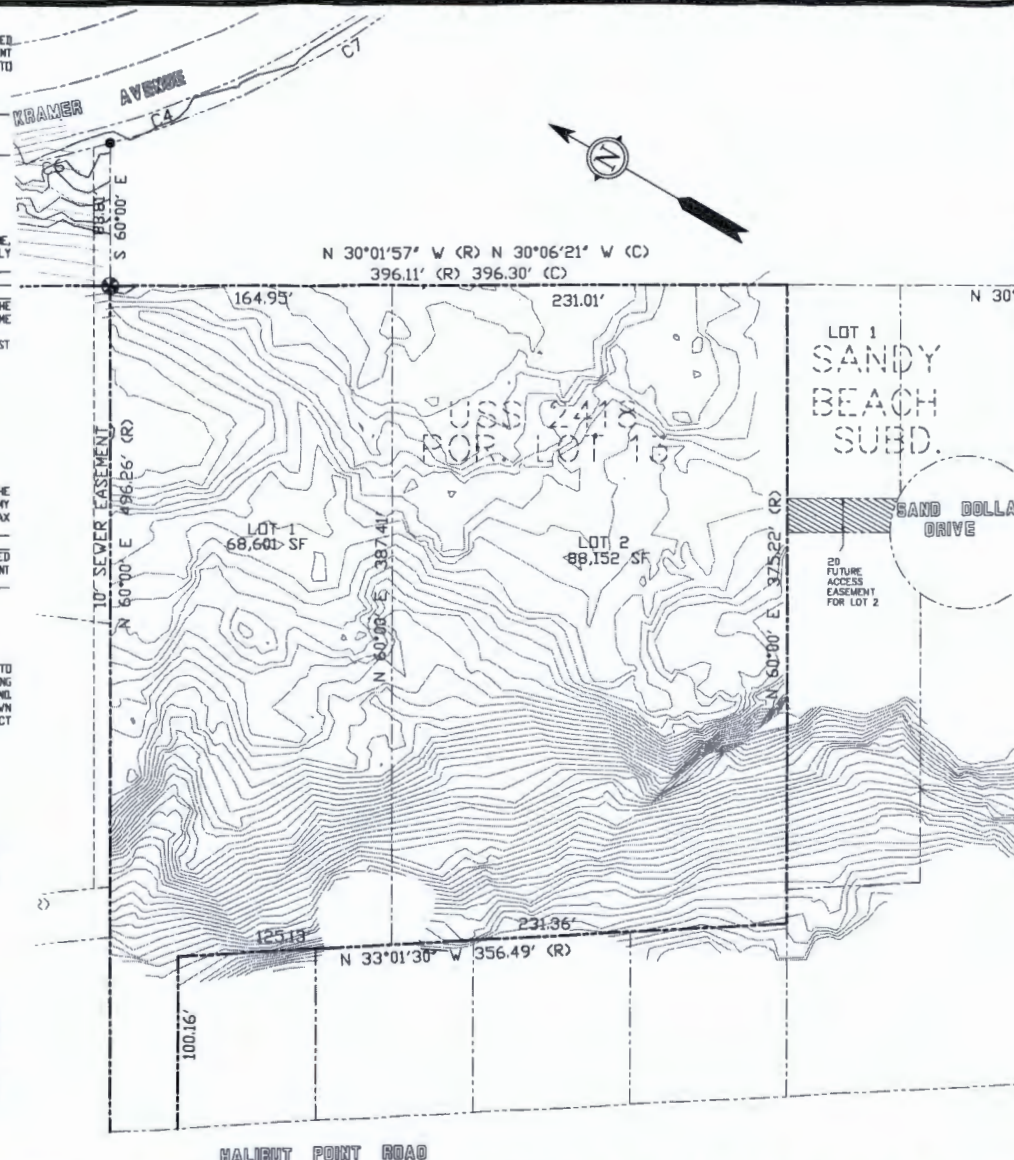
DESIGNED BY: J. O'NEIL
DRAWN BY: J. O'NEIL
CHECKED BY: _____
DATE OF PLATTING: 20____
SCALE: 1" = 50'
DRAWING NAME: 40105-01
PROJECT NO.: 40105-01

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

DATE _____ KELLY O'NEIL _____ L.S. 12001

JPJL SUBDIVISION
POR. LOT 13 USS 2418

CLIENT: JOHN LICARI



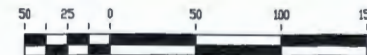
VICINITY MAP
SCALE 1"=1,000'

LEGEND

- ⊕ PRIMARY CONTROL MONUMENT RECOVERED (BRASS CAP)
- ⊗ BLU/GLD PRIMARY BRASS CAP (RECOVERED)
- SECONDARY MONUMENT (SET)
- SECONDARY MONUMENT (RECOVERED)
- ORIGINAL WHITCOMB HTS. MONUMENT (RECOVERED)
- (R) RECORDED DATA
- (C) COMPUTED DATA
- (M) MEASURED DATA

NOTES

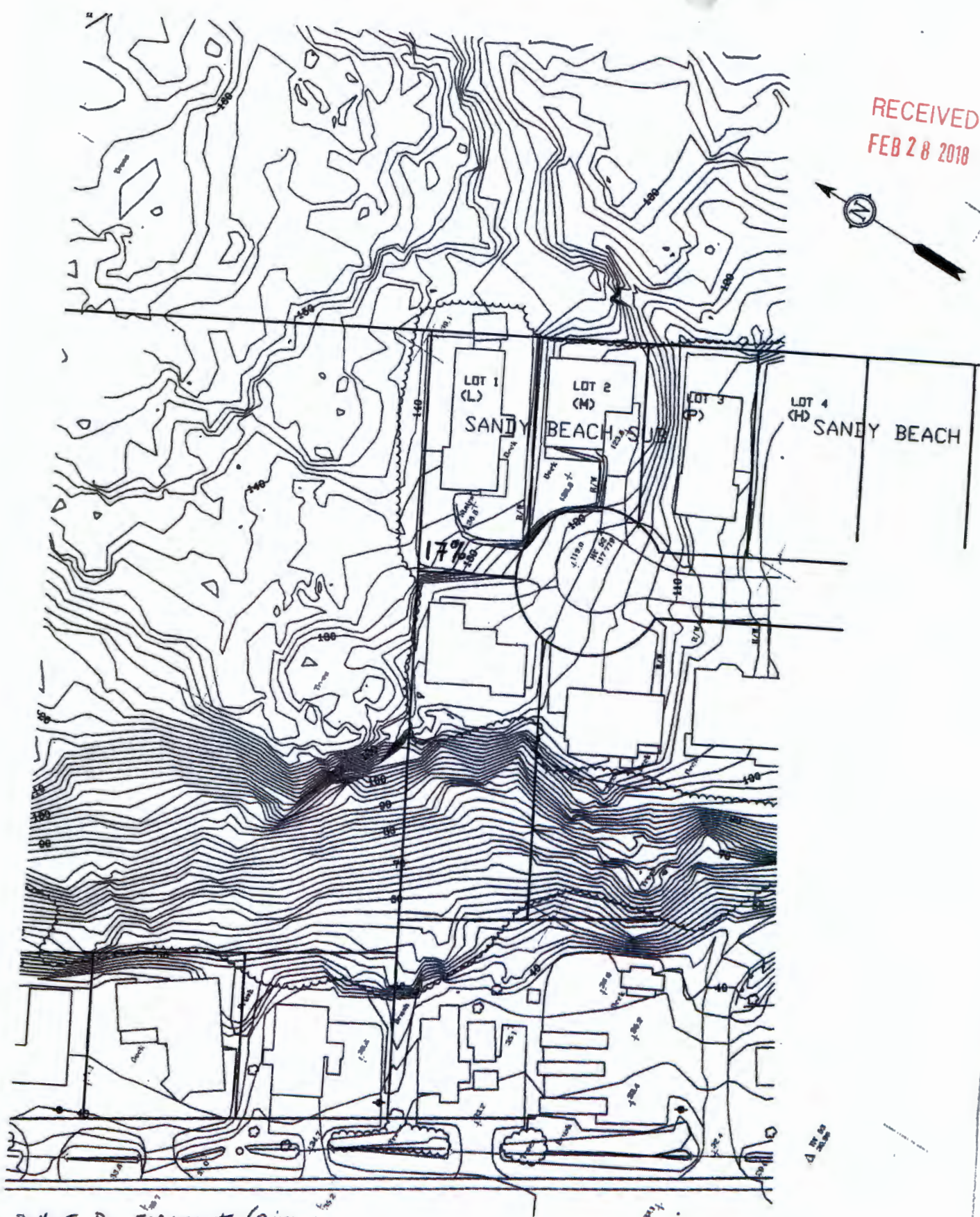
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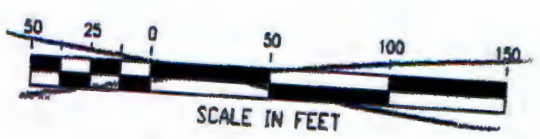
PRELIMINARY
SITKA RECORDING DISTRICT

SHEET 1 OF 1

RECEIVED
FEB 28 2018

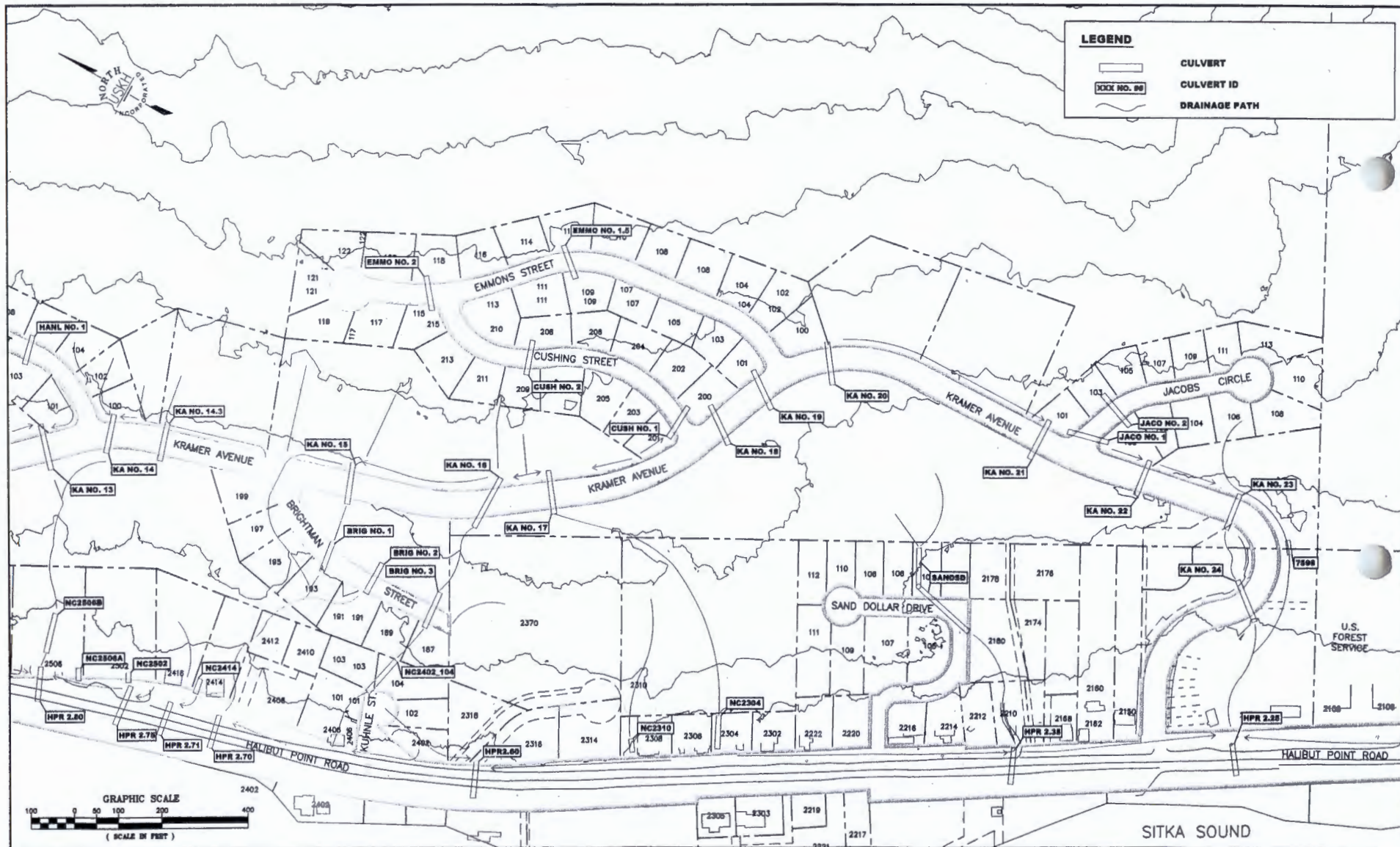


Sand Dollar Dr. Easement (Overway)



N. 33° 14' W., 4.61 m.
 N. 32° 20' W., 0.695 "
 N. 30° 32' W., 0.695 "

U.S. COAST AND
GEODETIC STATION
(CASCADIA)



REV.	DATE	BY	DESCRIPTION OF CHANGE

RECORD OF REVISIONS

DATE:	Rev. 08/20/07 06:17PM
DESIGNED:	
DR. NO.	
CHECKED:	

USKH
 3031 Clinton Drive, Suite 200
 Juneau, Alaska 99901
 907/780-3901
 907/780-3901 (fax)

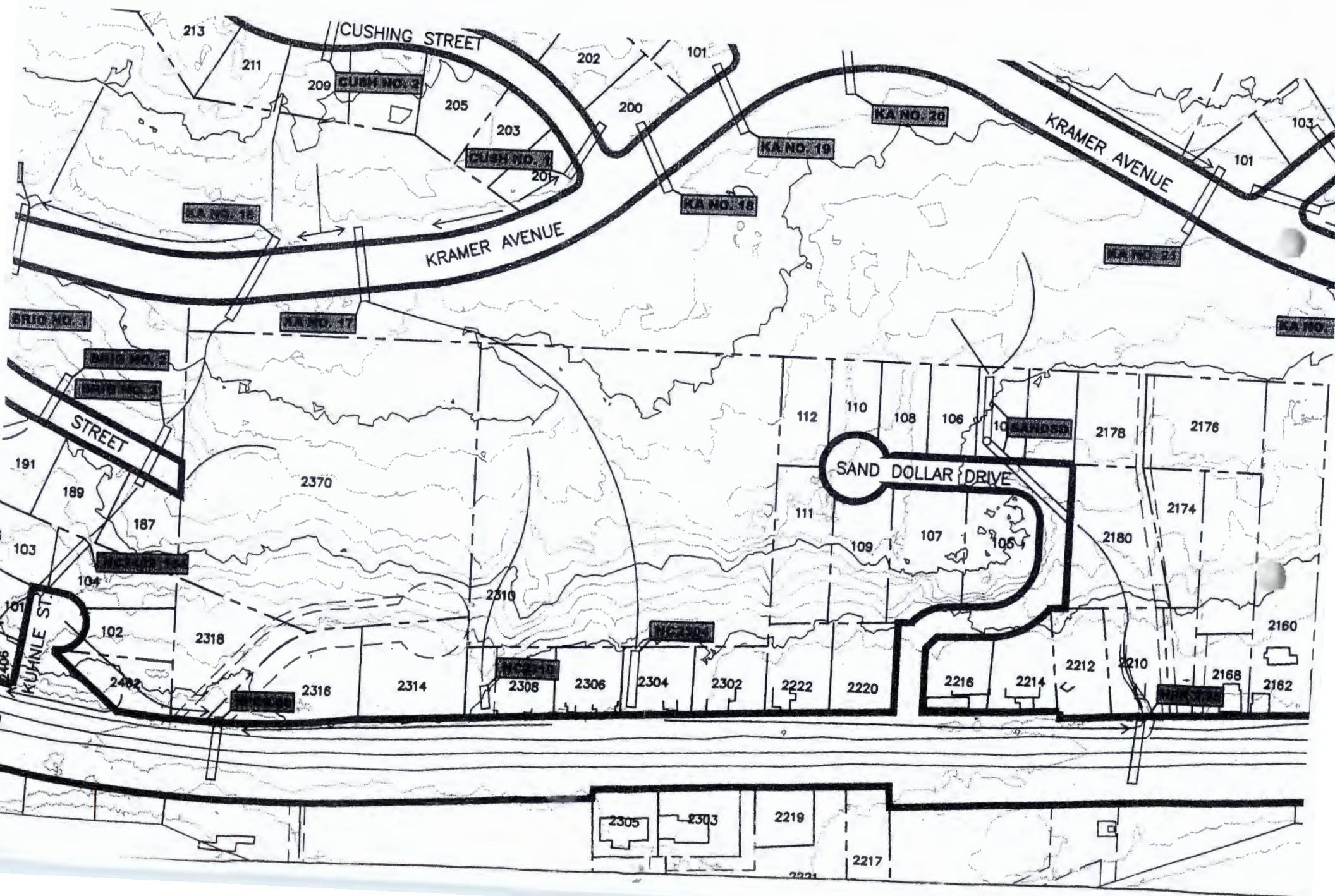
Architecture • Engineering
 Land Surveying • Planning

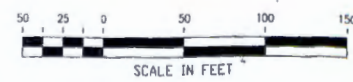
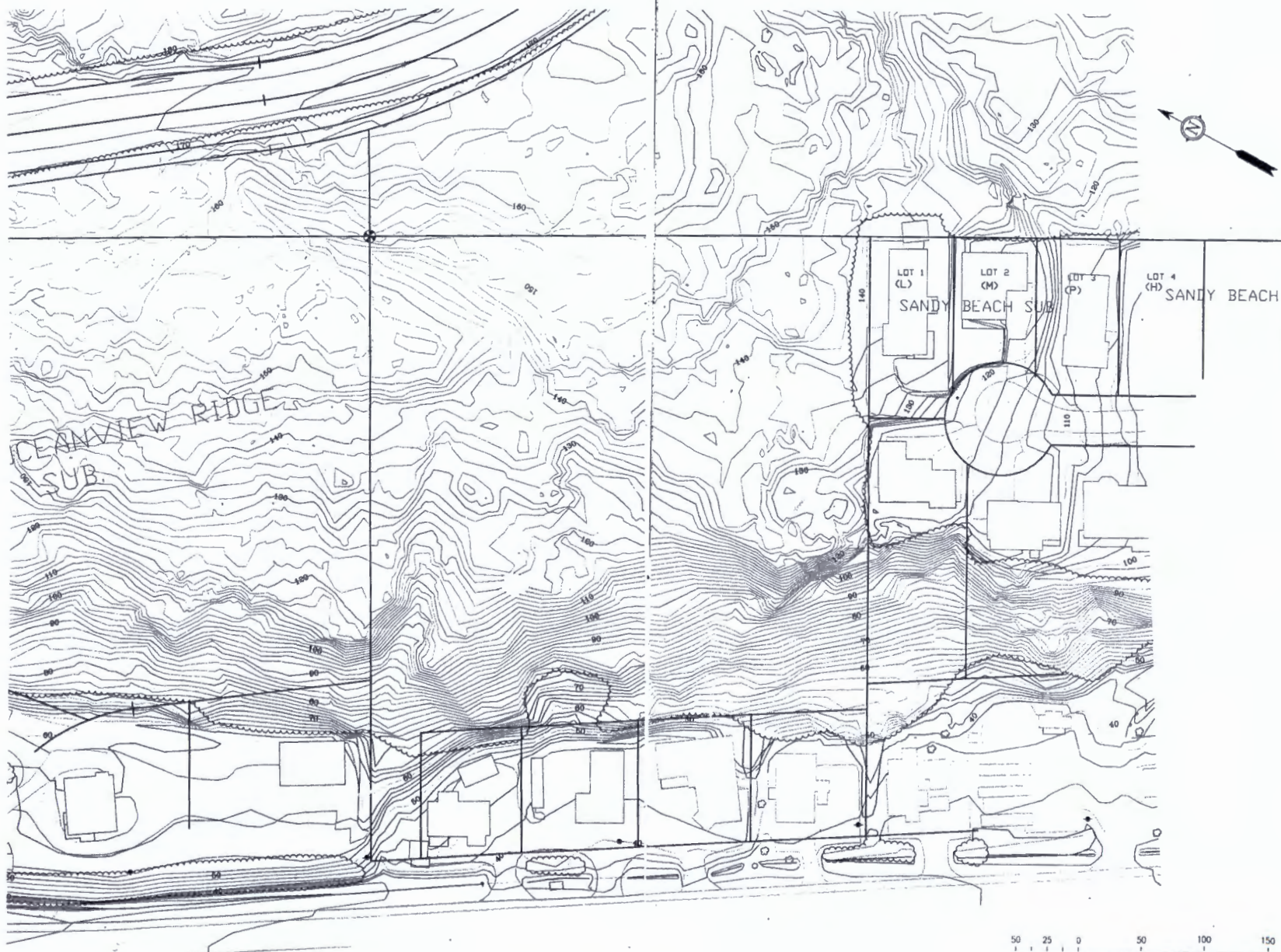
USKH NO. 1024000

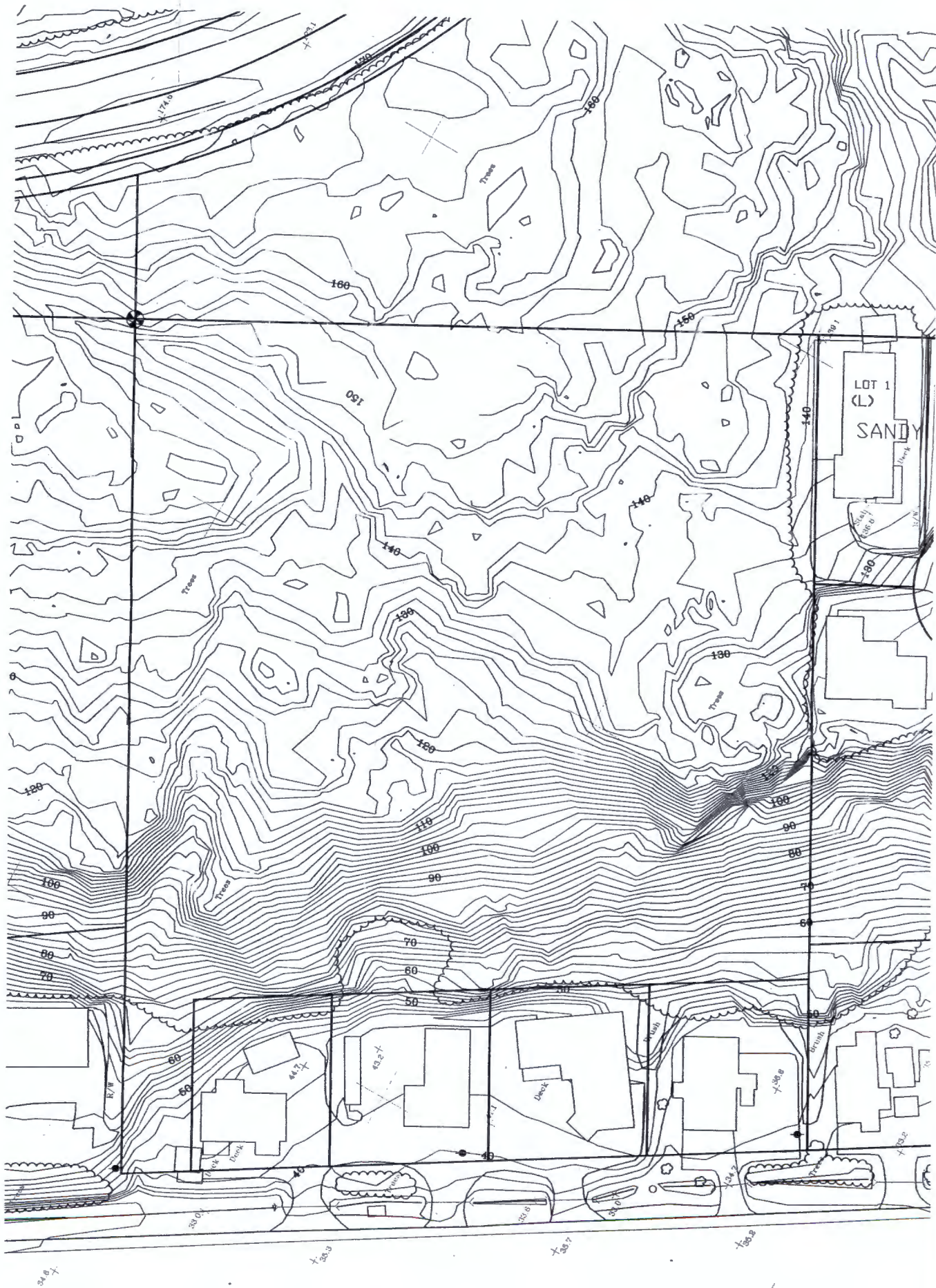


BENCHLANDS SUBDIVISION
 CONTRACT No. 28-P063W
DRAINAGE BASE MAP - SOUTH
35% CONCEPT DESIGN

SHEET NO.
DR-1

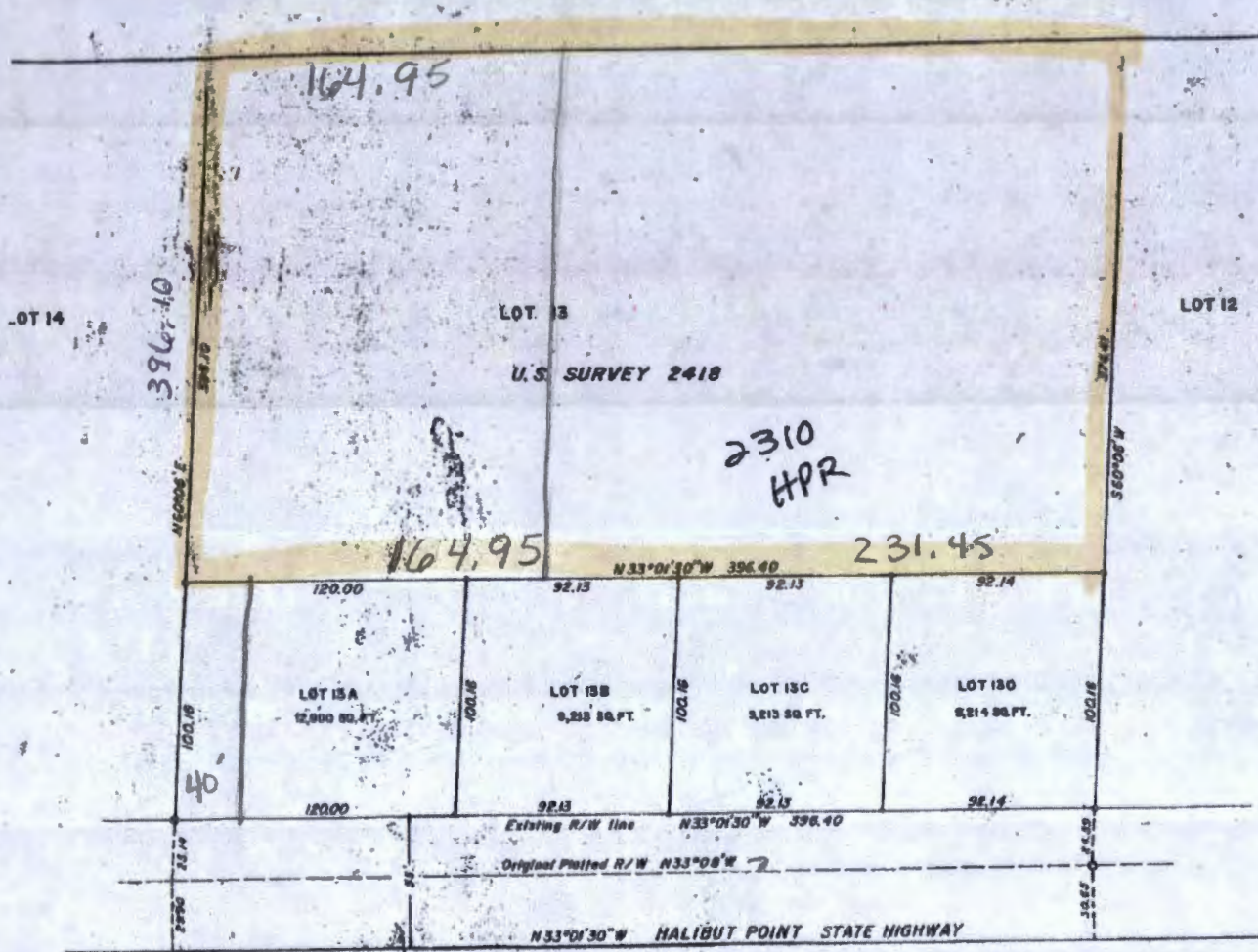






P. 1

Date 10/9/09 # of pgs 3
To: Candi
Co/Dpt: Sitka Realty
From: Ruth-Property Clerk-C/O of Sitka
Ph: # 747-1822 Fax # 747-6138



GER
We have
described
with our
species?

Date 10

State of A

On this :
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acknowl
volunteer

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day, mo.

Do Not ...

Attachment B

Staff Materials



City & Borough of Sitka, Alaska

Selected Parcel: 2310 Halibut Point Rd ID: 25200000

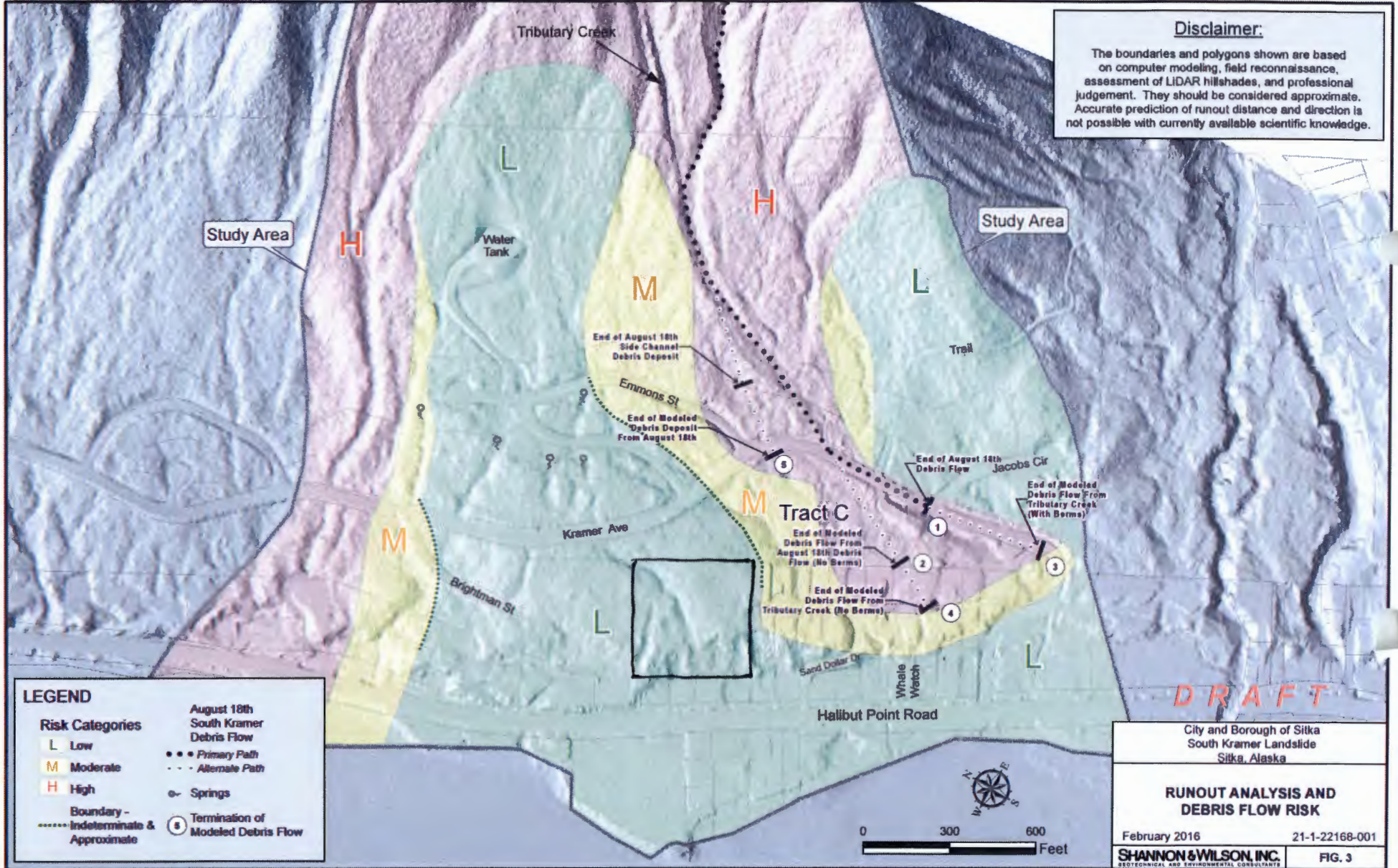
Printed 2/5/2018 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>

100 m
500 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.













Adjacent Subdivision

LEGEND

- U.S.G.L.O. MONUMENT RECOVERED THIS SURVEY
- 5/8" REBAR WITH "SURV-CAP" SET THIS SURVEY
- 5/8" REBAR WITH "SURV-CAP" SET THIS SURVEY 10 FEET PERPENDICULAR FROM PROPERTY LINE



MONUMENT ①



MONUMENT ②



TYPICAL MONUMENT SET THIS SURVEY

G.L.O. MONUMENTS FOUND THIS SURVEY

NOTE

MARKS PUBLIC EASEMENT FOR ACCESS AND UTILITIES OF SANDY BEACH SUBDIVISION WHICH REMAINS IN OWNERSHIP OF THE OWNER OF THE ADJACENT PORTION OF LOT 12, US SURVEY 2418.

USS 3806

CURVE TABLE

CURVE NO.	DELTA	CHORD	ARC LENGTH	CHORD BEARINGS	TAN
1	40° 30' 40"	84'	52.09	S 50° 30' 11" E 80.39	
2	44° 30' 55"	130'	88.46	S 50° 30' 47" E 45.02	
3	86° 46' 30"	70'	108.02	S 50° 30' 44" E 88.17	
4	90° 10' 00"	80'	102.83	S 50° 30' 10" E 40.10	
5	100° 30' 20"	85'	78.88	S 50° 30' 56" E 54.00	
6	53° 32' 00"	85'	61.80	S 50° 30' 20" E 52.54	
7	30° 32' 00"	85'	23.72	S 50° 30' 20" E 32.10	
8	80° 30' 14"	85'	78.06	S 50° 30' 14" E 59.72	
9	20° 33' 50"	85'	29.86	S 50° 30' 14" E 50.92	

CERTIFICATE

STATE OF ALASKA
NOT A PUBLIC OFFICIAL
I, the undersigned, being a duly qualified and sworn Surveyor, do hereby certify that the foregoing plat is a true and correct representation of the survey made by me and my assistants, and that the same has been filed for record in the office of the Registrar of the State of Alaska, at Sitka, Alaska, on this 10th day of June, 1980.

CERTIFICATE OF APPROVAL BY THE BOARD
I, the undersigned, being a duly qualified and sworn Surveyor, do hereby certify that the foregoing plat is a true and correct representation of the survey made by me and my assistants, and that the same has been filed for record in the office of the Registrar of the State of Alaska, at Sitka, Alaska, on this 10th day of June, 1980.

10-1-80 J. E. Ranges



CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I, the undersigned, being a duly qualified and sworn Surveyor, do hereby certify that the foregoing plat is a true and correct representation of the survey made by me and my assistants, and that the same has been filed for record in the office of the Registrar of the State of Alaska, at Sitka, Alaska, on this 10th day of June, 1980.



CERTIFICATE OF PAYMENT OF LOCAL INDEPENDENT DISTRICT

I, the undersigned, being a duly qualified and sworn Surveyor, do hereby certify that the foregoing plat is a true and correct representation of the survey made by me and my assistants, and that the same has been filed for record in the office of the Registrar of the State of Alaska, at Sitka, Alaska, on this 10th day of June, 1980.

10-1-80 J. E. Ranges

PLAT 86-28

SANDY BEACH SUB'D

STRAGIER ENGINEERING SERVICES, INC.

304 MERCURY ST. SITKA, ALASKA 99801

NOEL "BOB" STRAGIER, P.E., R.L.S., PRESIDENT

DATE: 7-28-80 PREPARED BY: 3007-5

10-1-80 J. E. Ranges

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NOEL "BOB" STRAGIER, P.E., R.L.S., PRESIDENT

DATE: 7-28-80 PREPARED BY: 3007-5

92 2

Adjacent Subdivision

CERTIFICATE OF OWNERSHIP AND RECORDATION

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I HAVE ADAPTED THIS PLAN OF SUBDIVISION WITH DUE CARE, CONSIDERATION AND REGARD FOR ALL INTERESTS, RIGHTS, PRIORITIES AND OTHER SUCH INTERESTS TO PUBLIC OR PRIVATE USE AS NOTED.

DATE: 10/20/14 BY: [Signature]

MILITARY'S ACKNOWLEDGMENT

STATE OF ALASKA
CITY & BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS 20th DAY OF October IN THE YEAR OF OUR INDEPENDENCE FROM THE UNITED STATES OF AMERICA, I HAVE RECEIVED FROM THE CITY & BOROUGH OF SITKA, ALASKA, A TRUE AND CORRECT COPY OF THE PLAN OF SUBDIVISION FOR THE PROPERTY SHOWN AND DESCRIBED HEREON, AND THAT THE PLAN SHOWN HEREON HAS BEEN APPROVED FOR RECORDATION IN THE OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER, SITKA, ALASKA.

WITNESSES MY HAND AND SEAL OF THE CITY & BOROUGH OF SITKA, ALASKA, THIS 20th DAY OF October IN THE YEAR OF OUR INDEPENDENCE FROM THE UNITED STATES OF AMERICA.

RECORDED BY: [Signature]
DATE: 10/20/14

CERTIFICATE OF APPROVAL BY THE BOARD

I HEREBY CERTIFY THAT THE SUBDIVISION PLAN SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA, ALASKA, AS RECORDED IN PUBLIC BOOK NO. 100 PAGE 10 AND THAT THE PLAN SHOWN HEREON HAS BEEN APPROVED FOR RECORDATION IN THE OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER, SITKA, ALASKA.

DATE: 10/20/14 BY: [Signature]

CITY & BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD

I HEREBY CERTIFY THAT THE SUBDIVISION PLAN SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA, ALASKA, AS RECORDED IN PUBLIC BOOK NO. 100 PAGE 10 AND THAT THE PLAN SHOWN HEREON HAS BEEN APPROVED FOR RECORDATION IN THE OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER, SITKA, ALASKA.

DATE: 10/20/14 BY: [Signature]

CITY & BOROUGH OF SITKA

CERTIFICATE OF PAYMENT OF JAMES (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 OWNED BY THE CITY & BOROUGH OF SITKA, ALASKA.

DATE: 10/20/14 BY: [Signature]

RECORDED BY: [Signature]
DATE: 10/20/14

CERTIFICATE OF APPROVAL BY THE BOARD

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DATE: 10/20/14 BY: [Signature]

CITY & BOROUGH OF SITKA

LEGEND

- 1. GLOUBLY PRIMARY BRASS CAP (RECOVERED)
- 2. PRIMARY MONUMENT (SET)
- 3. SECONDARY MONUMENT (SET)
- 4. ORIGINAL WATCHDOG MONUMENT (RECOVERED)
- 5. SECONDARY MONUMENT (RECOVERED)
- 6. RECOVERED DATA
- 7. COMPUTED DATA
- 8. MEASURED DATA
- 9. BRASS/PAINT MARKER/UPGRADE
- 10. BRASS/PAINT MARKER

CERTIFICATE OF APPROVAL BY THE BOARD

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CITY & BOROUGH OF SITKA

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CITY & BOROUGH OF SITKA

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CERTIFICATE OF APPROVAL BY THE BOARD
I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN
HEREON WAS FILED TO COMPLY WITH THE VARIOUS
REQUIREMENTS OF THE CITY AND DISTRICT OF SITKA
AND THAT THE PLAT IS CORRECT AND ACCURATE
AND THAT THE PLAT IS IN ACCORDANCE WITH THE
REQUIREMENTS OF THE DISTRICT COURT
OF SITKA, ALASKA

3-1-84 *Mike Daddeman*
CITY ENGINEER

ATTEST:
Charles O. Johnson
CITY CLERK

CERTIFICATE OF APPROVAL BY THE ASSEMBLY
I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN
HEREON WAS FILED TO COMPLY WITH THE VARIOUS
REQUIREMENTS OF THE CITY AND DISTRICT OF SITKA
AND THAT THE PLAT IS CORRECT AND ACCURATE
AND THAT THE PLAT IS IN ACCORDANCE WITH THE
REQUIREMENTS OF THE DISTRICT COURT
OF SITKA, ALASKA

7-26-84 *John D. Daddeman*
CITY ENGINEER

ATTEST:
Charles O. Johnson
CITY CLERK

CERTIFICATE OF OWNERSHIP AND INDICATION
I HEREBY CERTIFY THAT I AM THE OWNER OF THE
PROPERTY SHOWN AND INDICATED HEREON AND THAT I
HEREBY AGREE TO SURRENDER TO THE CITY AND
DISTRICT OF SITKA, ALASKA, ALL MY RIGHTS, TITLE
AND INTEREST IN THE PROPERTY SHOWN AND
INDICATED HEREON

THE SIGNATURE OF THE OWNER

NOTED BY THE CITY ENGINEER
CITY ENGINEER
CITY AND DISTRICT OF SITKA

NOTED BY THE CITY ENGINEER
CITY ENGINEER
CITY AND DISTRICT OF SITKA

NOTED BY THE CITY ENGINEER
CITY ENGINEER
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NOTED BY THE CITY ENGINEER
CITY ENGINEER
CITY AND DISTRICT OF SITKA

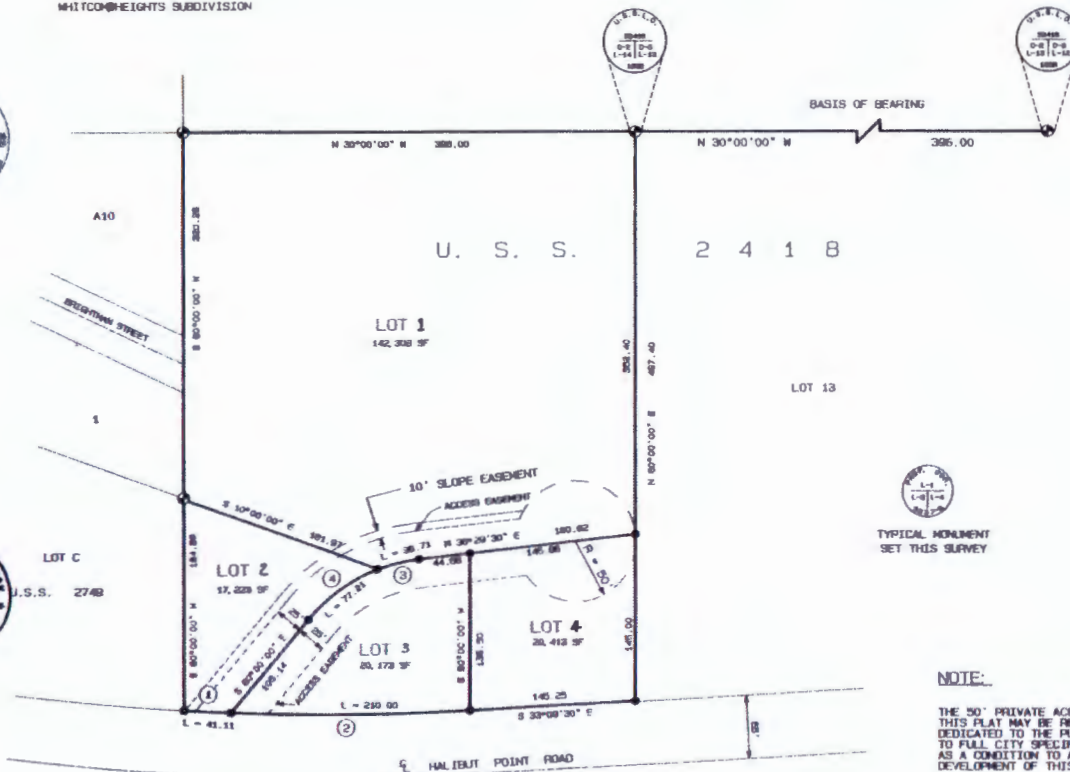
NOTED BY THE CITY ENGINEER
CITY ENGINEER
CITY AND DISTRICT OF SITKA

NOTED BY THE CITY ENGINEER
CITY ENGINEER
CITY AND DISTRICT OF SITKA

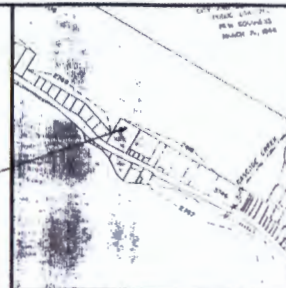
NOTED BY THE CITY ENGINEER
CITY ENGINEER
CITY AND DISTRICT OF SITKA

NOTED BY THE CITY ENGINEER
CITY ENGINEER
CITY AND DISTRICT OF SITKA

WHITCOMBE HEIGHTS SUBDIVISION



THIS PLAT



VICINITY MAP
SCALE 1" = 5000'

CURVE INFORMATION

① R = 2296.40'
D = 100°00'41"
Δ = 10°00'11"
T = 41.11'
C = 20.55'
CHORD BEG. = N 27°10'30" W

② R = 2296.40'
D = 100°00'41"
Δ = 10°00'11"
T = 41.11'
C = 20.55'
CHORD BEG. = N 27°10'30" W

③ R = 170.00'
D = 100°00'41"
Δ = 10°00'11"
T = 41.11'
C = 20.55'
CHORD BEG. = N 27°10'30" W

④ R = 170.00'
D = 100°00'41"
Δ = 10°00'11"
T = 41.11'
C = 20.55'
CHORD BEG. = N 27°10'30" W



TYPICAL MONUMENT
SET THIS SURVEY

NOTE:

THE 50' PRIVATE ACCESS EASEMENT AS SHOWN ON
THIS PLAT MAY BE REQUIRED TO BE FORMALLY
DEDICATED TO THE PUBLIC AND CONSTRUCTED
TO FULL CITY SPECIFICATIONS IN THE FUTURE,
AS A CONDITION TO ADDITIONAL SUBDIVISION AND
DEVELOPMENT OF THIS PROPERTY.

LEGEND

- ① U.S.G.L.D. MONUMENT RECOVERED THIS SURVEY
- 5/8" REBAR WITH "SURV-CAP" SET THIS SURVEY



SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A LICENSED SURVEYOR
AND THAT I HAVE PERSONALLY AND INDEPENDENTLY
CONDUCTED THE SURVEY SHOWN ON THIS PLAT
AND THAT THE PLAT IS CORRECT AND ACCURATE
AND THAT THE PLAT IS IN ACCORDANCE WITH THE
REQUIREMENTS OF THE DISTRICT COURT
OF SITKA, ALASKA

DATE: 7-26-84
SIGNATURE: *John D. Daddeman*



STRAGIER
ENGINEERING
SERVICES
CIVIL ENGINEERING
LAND SURVEYING
7-27-0880
P.O. BOX 4280
SITKA, ALASKA 99583

OCEANVIEW RIDGE
SUBDIVISION

A SUBDIVISION OF LOT 14, U.S.S. 2418

SCALE: 1"=50'

DATE: JUNE 84

PREPARED FOR:

MR. MIKE TISHAR
BOX 3250
SITKA, ALASKA 99583



PLAT 84-24

84 24

**AFTER RECORDING MAIL TO:**

John & Jamie Licari
112 Sand Dollar Dr.
Sitka, AK 99835

QUITCLAIM DEED

THE GRANTORS, John P. Licari and Jamie L. Licari, of 112 Sand Dollar Dr., Sitka, Alaska 99835, in consideration of ten and 00/100 dollars (\$10.00), and other good and valuable consideration, in hand paid, conveys and quitclaims to **JPJL, LLC**, an Alaska LLC, of 112 Sand Dollar Dr., Sitka, AK 99835, the entire interest in which the Grantors have in the following real property situated in the Recording District of Sitka, Alaska:

Lot 13, U.S. Survey 2418, Records of the Sitka Recording District, First Judicial District, State of Alaska,

EXCEPTING therefrom Lots 13A, 13B, 13C and 13D, according to Plat No. 48, Records of the Sitka Recording District, First Judicial District, State of Alaska.

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

Dated this 27 day of March, 2015 ⁹¹⁷

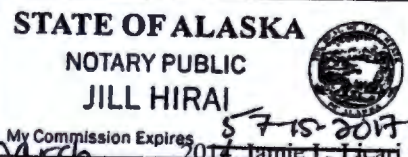
Jamie L. Licari

John P. Licari

STATE OF ALASKA)

FIRST JUDICIAL DISTRICT)

ss.



THIS IS TO CERTIFY that on this 27th day of March, 2015, Jamie L. Licari and John P. Licari, before me, the undersigned, a Notary Public in and for Alaska, personally appeared, to me known to be the persons described in the foregoing instrument, and who acknowledged to me that she/he had, in her/his official capacity aforesaid, executed the foregoing instrument for the uses and purposes therein stated.

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

Notary Public in and for Alaska.

My Commission Expires: 7-15-2017



CITY AND BOROUGH OF SITKA

Legislation Details

File #: P 18- 06 **Version:** 1 **Name:**

Type: Subdivision **Status:** AGENDA READY

File created: 3/8/2018 **In control:** Planning Commission

On agenda: **Final action:**

Title: Public hearing and consideration of a request to vacate platted access and slope easements and realign the access easement at 2314, 2316, 2318, and 2370 Halibut Point Road in the R-1 MH district. The property is also known as Lots 1, 2, 3, and 4 Oceanview Ridge Subdivision. The request is filed by Michael Tisher. The owners of record are Michael Tisher, Jeremiah Jeske, George and Tamara Eliason, and Volney and Linda Smith.

Sponsors:

Indexes:

Code sections:

Attachments: [P18-06.Tisher.Packet.16Mar2018](#)

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

Case No: P 18-06
Proposal: Easement vacation and realignment
Applicant: Michael Tisher
Owner: Michael Tisher, George/Tamara Eliason, Jeremiah Jeske, Volney/Linda Smith
Location: 2314, 2316, 2318, and 2370 Halibut Point Road
Legal Desc.: Lots 1, 2, 3, 4 Oceanview Ridge Subdivision
Zone: R-1 MH single-family, duplex and manufactured home zoning district
Size: Existing: Lot 1 – 142,308 square feet, Lot 2 – 17,223 square feet, Lot 3 – 20,173 square feet, Lot 4 – 20,413 square feet
Parcel ID: 2-5210-000, 2-5210-001, 2-5210-002, 2-5210-003
Existing Use: Residential, Undeveloped
Adjacent Use: Residential, undeveloped
Utilities: Existing from Halibut Point Road and Proposed from Kramer Avenue
Access: From Halibut Point Road

KEY POINTS AND CONCERNS:

- Request requires signature of all parties (SGC 21.20.010.A.2) that has been requested and not provided. This is required.
- Proposal requires agreements (access and utility easements and agreements including maintenance and access to them) from all parties (SGC.20.010.A.3).
- All beneficiaries of an easement modification shall approve the modification prior to review by the Planning Commission (SGC 21.20.060).
- Easement and Design Standards: must comply with 21.40.030 especially subsections A (City a Party), B (Utility easements), C (Access Easements), and D (Drainage Easements).
- Utility plans and any applicable easements and maintenance/access agreements shall be provided.
- How this vacation may impact Tisher and Licari Subdivisions in regards to ability to provide access and utilities. While each is separate in various ways they are part of the same whole, at least by implication of proposed easements and existing easements.

RECOMMENDATION: Postpone or pull prior to hearing.

ATTACHMENTS:

Attachment A: Applicant Materials

Attachment B: Staff Materials

BACKGROUND:

Plat 84-24 was recorded August 2, 1984 for the Oceanview Ridge Subdivision, which subdivided Lot 14 of the USS 2418 into 4 lots. Lot 1 of the Oceanview Ridge Subdivision is proposing an additional 4 lot minor subdivision on a separate agenda item. Lot 13 of USS 2418 is proposing a 2 lot minor subdivision on a separate agenda item.

PROJECT DESCRIPTION:

The request is to vacate a platted private access drive that was platted as a cul-de-sac 50 feet wide with a 50 foot radius, but was never fully developed and more homes were built encroaching into the right of way, which impacts their ability to sell and creates legal risk. In essence, the request is to solve this mistake. One note: this ROW should have never been platted due to lack of practical development and topography. This is an example to consider for Licari and Tisher for the other agenda items.

The proposed access easement is approximately at least 25 feet wide and varies slightly in width due to existing development. As proposed (and as built) it would no longer serve Lot 1. There is no information as to ownership agreement, maintenance, access, nor utilities.

Title 21

The purposes of the subdivision regulations are: to promote and protect the public, health, safety and welfare; provide for appropriate roads, streets, and access; provide for useful, adequate and convenient open space; provide for means for efficient transportation, mobility, and access; assure adequate utilities; provide for emergency response accessibility; provide adequate recreation, light, and air; avoid population congestion; facilitate orderly development and growth; and accurate surveying.¹

In this case, careful consideration and postponement should occur to make sure the owners' interests are preserved, that appropriate easements are established, that appropriate agreements are established, and that appropriate access and utilities are preserved.

Subdivision Development Standards

Maximum grade for access easements shall not exceed 20% in any case and shall only exceed 15% in exceptional cases. The applicant should submit verification from a registered land surveyor to verify the slope of the easement.²

¹ SGC 21.04.020

² SGC 21.40.030(C)4-5

Title 22

22.16.045 R-1 MH single-family, duplex and manufactured home zoning district.

A. Intent. See the intent statement for the R-1 district. The R-1 MH district is intended primarily for single-family, single-family [manufactured homes](#) or [duplex dwellings](#), at moderate [densities](#), but [structures](#) and uses required to serve recreational and other public needs of [residential](#) areas are allowed as [conditional uses](#) subject to restrictions intended to preserve the [residential](#) character of the R-1 MH district.

Zoning Development Standards

The minimum lot area for the R-1 MH District is 8,000 square feet. Minimum lot width is 80 feet. Proposed lots meet these requirements. Access width shall be at least 20 feet and wide enough to serve drainage, slope development, and road development/maintenance (and utilities if incorporated).

Project Analysis

Site: Existing developed lots. Platted easement never developed as platted due to topography and slope. Houses encroach into easement.

Utilities: Utility plans, potential utility easements and maintenance/access agreements should be provided by applicant. There is concern here that there could be utility issues.

Access, Roads, Transportation, and Mobility: Need all owners' agreements and signatures on access and utilities.

Public, Health, Safety and Welfare: Need more information as to agreements and utilities.

Rec, Light, Air: Proposed lots are larger than the minimum lot size for the zone. No concerns.

Orderly and Efficient Layout and Development: Need more detail as to agreements and utilities.

Comprehensive Plan

The proposed minor subdivision complies with Comprehensive Plan Section 2.4.19 by going through the required subdivision process.

****next page****

Recommendation and Motions

It is recommended that the Planning Commission postpone or pull this item prior to consideration and discussion.

I move to postpone Public hearing and consideration of a request to vacate platted access and slope easements and realign the access easement at 2314, 2316, 2318, and 2370 Halibut Point Road in the R-1 MH district with direction to provide the **requested information**. The property is also known as Lots 1, 2, 3, and 4 Oceanview Ridge Subdivision. The request is filed by Michael Tisher. The owners of record are Michael Tisher, Jeremiah Jeske, George and Tamara Eliason, and Volney and Linda Smith.

Requested Information:

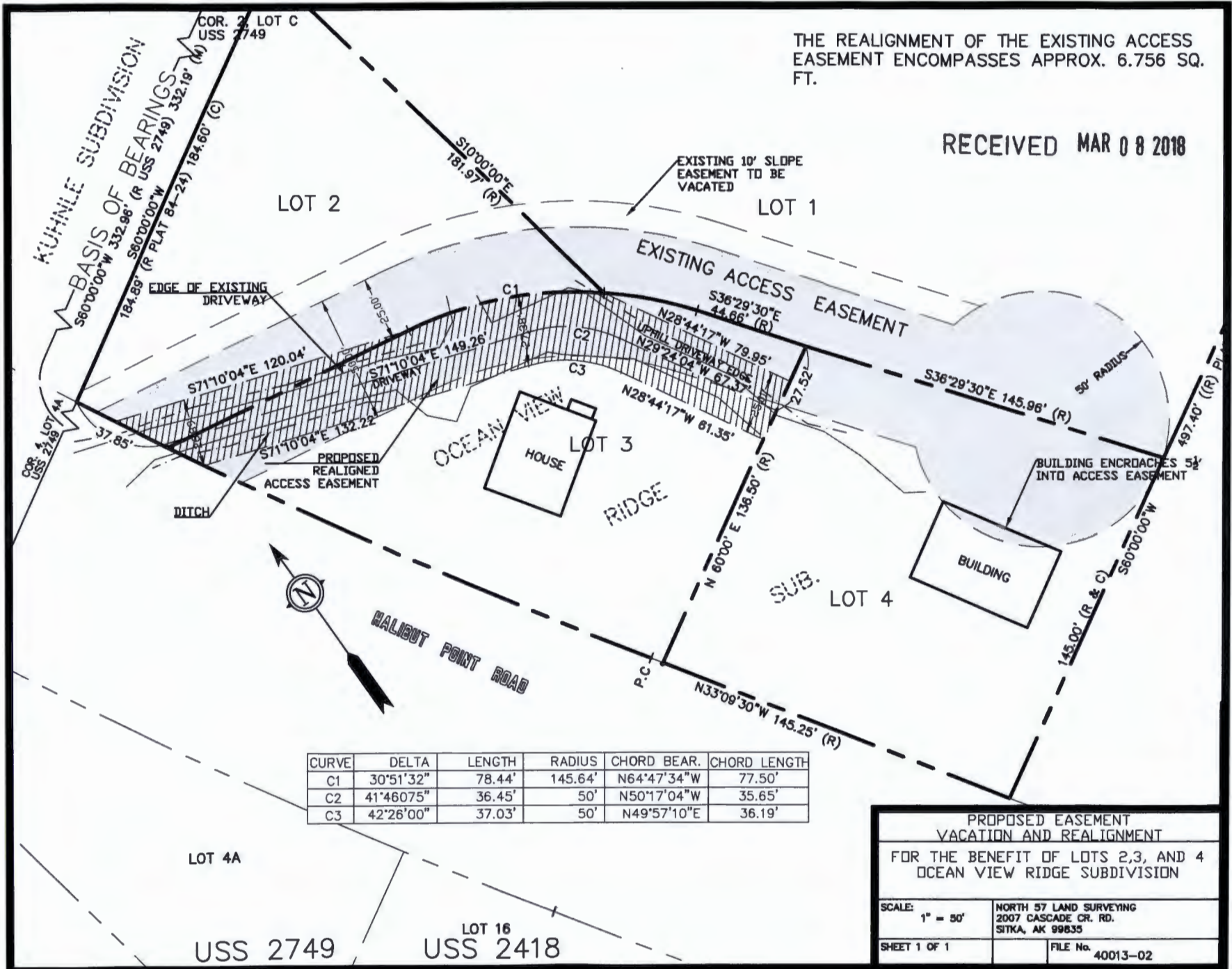
1. Signatures of all ownership interests in easement and agreement to vacate and modify easement.
2. Access easement agreements including maintenance agreements
3. Utility plans, and;
 - a. if needed, utility easement agreements including maintenance agreements
4. Approval of entire subdivision concepts for Tisher, Licari, and this vacation to ascertain if access and utilities are best provided in the proposed designs. Staff would request a sit-down with all subdivision applicants and staff.

Attachment A

Applicant Materials

THE REALIGNMENT OF THE EXISTING ACCESS
EASEMENT ENCOMPASSES APPROX. 6.756 SQ.
FT.

RECEIVED MAR 08 2018



CLIENT: MIC TISHER

2cud 3/5/18

RECEIVED
MAR 05 2018

CERTIFICATE OF OWNERSHIP AND DEDICATION

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

DATE _____ OWNER _____ (SIGNATURE) _____

DATE _____ OWNER _____ (SIGNATURE) _____

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
STATE OF ALASKA
CITY & BOROUGH OF SITKA

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

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUALS MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND _____ ACKNOWLEDGED TO ME THAT _____ SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED. WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

MY COMMISSION EXPIRES _____

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

CERTIFICATE OF PAYMENT OF TAXES (STATE OF ALASKA)

(FIRST JUDICIAL DISTRICT)

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

AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL THAT CURRENT TAXES FOR THE YEAR 20____ WILL BE DUE ON OR BEFORE AUGUST 31, 20____ DATED THIS _____ DAY OF _____

ASSESSOR, CITY AND BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD

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

DATE _____ CHAIRMAN, PLATTING BOARD

SECRETARY

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

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

DATE _____ MAYOR

CITY AND BOROUGH CLERK

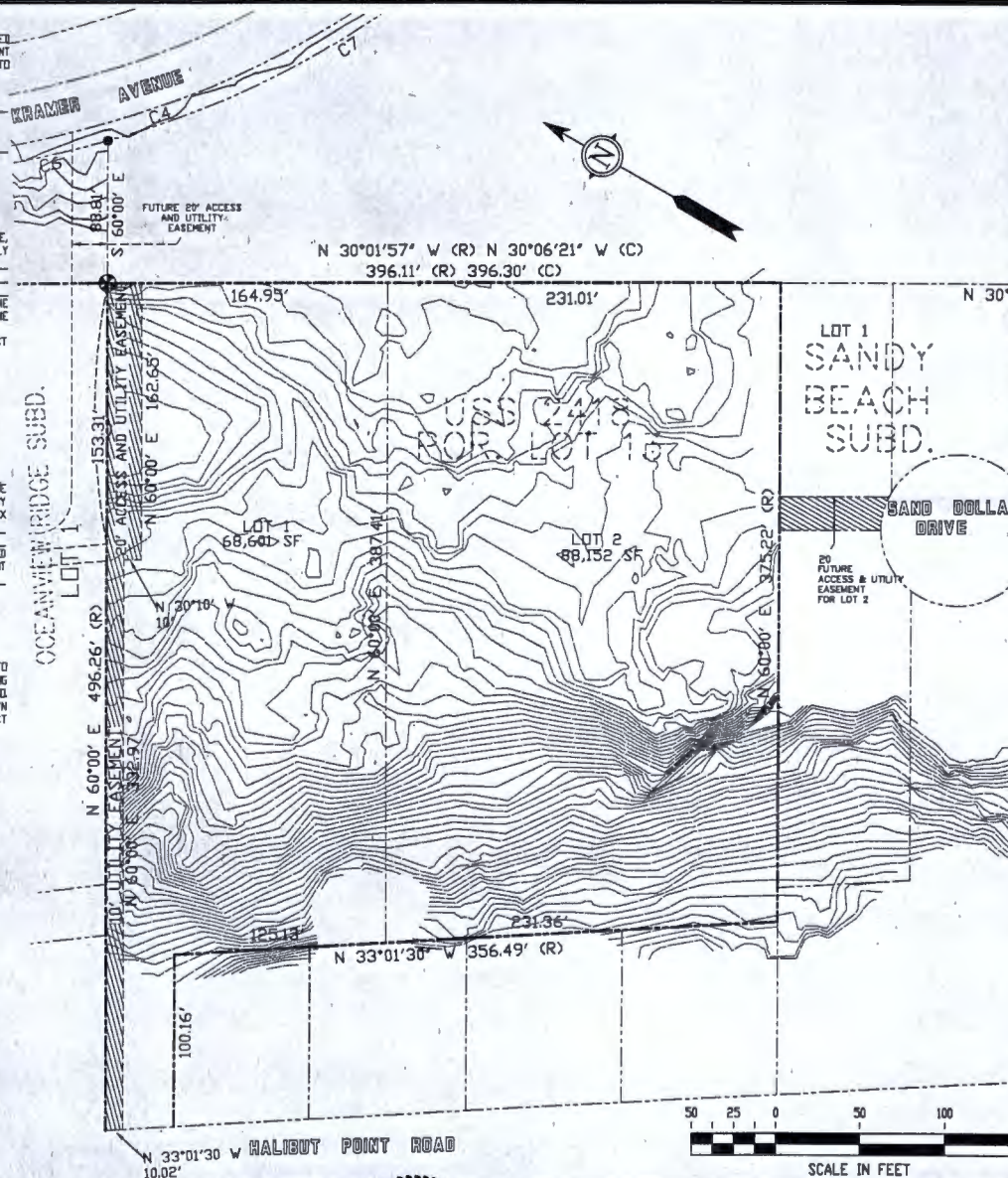
CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

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

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

DATED THIS _____ DAY OF _____, 20____, AT SITKA, ALASKA.

FINANCE DIRECTOR, CITY & BOROUGH OF SITKA



VICINITY MAP
SCALE 1"=1,000'

LEGEND

- ⊕ PRIMARY CONTROL MONUMENT RECOVERED (BRASS CAP)
- ⊕ BLK/GLD PRIMARY BRASS CAP (RECOVERED)
- SECONDARY MONUMENT (SET)
- SECONDARY MONUMENT (RECOVERED)
- ORIGINAL WHITCHAM HTS. MONUMENT (RECOVERED)
- Ⓜ RECORDED DATA
- Ⓜ COMPUTED DATA
- Ⓜ MEASURED DATA

NOTES

1. THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE A POR. OF LOT 13 USS 2418 INTO TWO LOTS.
2. THE MUNICIPALITY IS PARTY TO ALL EASEMENTS AND PLAT NOTES. THEY SHALL NOT BE MODIFIED WITHOUT APPROVAL OF THE PLATTING BOARD. THERE SHALL BE NO ENCROACHMENTS ON CITY ASSETS OR EASEMENTS.
3. A MAINTENANCE AGREEMENT FOR THE ACCESS AND UTILITY EASEMENT FOR LOT 2 IS RECORDED IN THE SITKA RECORDING DISTRICT SERIAL NO. _____
4. A MAINTENANCE AGREEMENT FOR THE ACCESS AND UTILITY EASEMENT FOR LOT 1 IS RECORDED IN THE SITKA RECORDING DISTRICT SERIAL NO. _____
5. ANY DEVELOPMENT OF WETLANDS WILL BE APPROVED BY THE ARMY CORPS OF ENGINEERS.

PRELIMINARY SITKA RECORDING DISTRICT



(907) 747-6700 1807 CASCADE CREEK ROAD, SITKA, AK 99805

BY	DATE	REV.	DESCRIPTION OF CHANGE

RECORD OF REVISIONS



DESIGNED BY: J. O'NEILL
DRAWN BY: J. O'NEILL
CHECKED BY: J. O'NEILL
DATE OF PLAT: APRIL 5, 2018
SCALE: 1" = 20'
DRAWING NUMBER: 40105-01
PROJECT NO: 40105-01

SURVEYOR'S CERTIFICATE

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

DATE _____ KELLY O'NEILL, L.S. 12821

JPJL SUBDIVISION

POR. LOT 13 USS 2418

CLIENT: JOHN LICARI

Attachment B

Staff Materials



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.

[illegible]

U.S.G.L.O. MONUMENT RECOVERED THIS SURVEY



CURVE INFORMATION

①

R = 2000.00'
D = 02°00' 41"
Δ = 09°00' 11"
L = 41.00'
T = 70.00'
C = 200.00'
CHORD BEG. = N 27°35' 39"

②

R = 2000.00'
D = 02°00' 41"
Δ = 02°00' 41"
L = 250.00'
T = 250.00'
C = 200.00'
CHORD BEG. = N 20°28' 07"

③

R = 1000.00'
D = 20°11' 58"
Δ = 14°01' 58"
L = 38.45'
T = 18.45'
C = 38.45'
CHORD BEG. = N 40°28' 28"

④

R = 950.00'
D = 09°11' 50"
Δ = 20°00' 00"
L = 77.21'
T = 38.45'
C = 78.28'
CHORD BEG. = N 00°00' 00"

THE 50' PRIVATE ACCESS EASEMENT AS SHOWN ON THIS PLAT MAY BE REQUIRED TO BE FORMALLY DEDICATED TO THE PUBLIC AND CONSTRUCTED TO FULL CITY SPECIFICATIONS IN THE FUTURE, AS A CONDITION TO ADDITIONAL SUBDIVISION AND DEVELOPMENT OF THIS PROPERTY.

A SUBDIVISION OF LOT 14, U.S.S. 241B

SCALE: 1"=50'		
DATE: JUNE '84		
PREPARED FOR:	MR. MIKE TISHEN	
	BOX 1288	
	SIKTA, ALASKA	68302

[illegible]

PLAT 84-24

92/ 24



CITY AND BOROUGH OF SITKA

Legislation Details

File #: P 18- 04 **Version:** 1 **Name:**

Type: Subdivision **Status:** AGENDA READY

File created: 3/6/2018 **In control:** Planning Commission

On agenda: **Final action:**

Title: Public hearing and consideration of a minor subdivision to result in four lots at 2370 Halibut Point Road in the R-1 MH District. The property is also known as Lot 1 Oceanview Ridge Subdivision. The request is filed by Michael Tisher. The owner of record is Michael Tisher.

Sponsors:

Indexes:

Code sections:

Attachments: [P18-04.Tisher.2370HPR.Packet.16Mar2018](#)

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

Case No: P 18-04
Proposal: Minor subdivision to result in 4 lots
Applicant: Michael Tisher
Owner: Michael Tisher
Location: 2370 Halibut Point Road
Legal Desc.: Lot 1 Oceanview Ridge Subdivision
Zone: R-1 MH single-family, duplex and manufactured home zoning district
Size: Existing: 3.3 acres
Proposed: Lot 1 - 36,419 square feet, Lot 2 - 39,794 square feet, Lot 3 - 36,861 square feet, Lot 4 - 29,398 square feet
Parcel ID: 2-5210-000
Existing Use: Undeveloped
Adjacent Use: Residential, undeveloped
Utilities: Proposed from Kramer Avenue
Access: Kramer Avenue

KEY POINTS AND CONCERNS:

- Access via Kramer Avenue passes through low, moderate, and high landslide risk zones
- More detail needed as to access and utility easements and agreements
- Holistic review of vacation request and Licari Subdivision is required
- For future consideration: when do we start counting the divisions of lots and tracts and surveys toward the major subdivision requirements
- Applicant should consult with USACE regarding potential wetlands
- DEC, CBS Public Works and CBS Electrical Department should be consulted in regard to utilities
- CBS Public Works should be consulted in regards to driveway permits and access via Kramer

RECOMMENDATION: Postpone subject to design review meeting with staff and all adjacent proposed subdivisions.

ATTACHMENTS:

Attachment A: Applicant Materials

Attachment B: Staff Materials

BACKGROUND: US Survey 2418 of the Sitka Group of Homesites was recorded circa 1939 and approved by an Act of Congress in May of 1934, which created lots 10 through 15 that varied in size from 2.41 acres to 4.79. Subsequent to this, lot 14 of this survey was further subdivided into 4 lots under the Oceanview Ridge Subdivision (ORS), which is Plat 84-24. And now this proposal is to split lot 1 of the ORS into 4 lots. Please note for future consideration: if we count all the subdivisions of the underlying whole, this would be a major subdivision.

PROJECT DESCRIPTION: The request is to split Lot 1 of ORS into 4 lots, to vacate the existing access easement of the ORS (separate agenda item); and replace with several other access and utility easements in combination with vacation request and the Licari subdivision. Proposed: Lot 1 - 36,419 square feet, Lot 2 - 39,794 square feet, Lot 3 - 36,861 square feet, Lot 4 - 29,398 square feet.

Proposed Easements: 2 from Kramer, one vacated from HPR. No details as to limits, rights, agreements, nor maintenance. Code limits service of private access easements for minor subdivisions to no more than 4 lots, as presented without detail, technically the easements may be serving 6 to 9 lots.

Title 21

The purposes of the subdivision regulations are: to promote and protect the public, health, safety and welfare; provide for appropriate roads, streets, and access; provide for useful, adequate and convenient open space; provide for means for efficient transportation, mobility, and access; assure adequate utilities; provide for emergency response accessibility; provide adequate recreation, light, and air; avoid population congestion; facilitate orderly development and growth; and accurate surveying.¹

Title 22

22.16.045 R-1 MH single-family, duplex and manufactured home zoning district.

A. Intent. See the intent statement for the R-1 district. The R-1 MH district is intended primarily for single-family, single-family manufactured homes or duplex dwellings, at moderate densities, but structures and uses required to serve recreational and other public needs of residential areas are allowed as conditional uses subject to restrictions intended to preserve the residential character of the R-1 MH district.

Zoning Development Standards

The minimum lot area for the R-1 MH District is 8,000 square feet. Minimum lot width is 80 feet. Proposed lots meet these requirements.

****Next Page****

¹ SGC 21.04.020

Project Analysis

Site: The site is in a low risk landslide zone. However, Kramer Avenue, which will provide access crosses through a moderate and high landslide risk zone.

Utilities: Utility easements are shown. Details are needed including utility plans, permits (if required), easements, and agreements.

Access, Roads, Transportation, and Mobility: The applicant will need to provide evidence that these access points can meet development standards outlined in code prior to granting of the final plat approval.² Additionally, driveway permits must be obtained from CBS Public Works. To approve the Tisher Subdivision all access, utility, easement, and agreement issues will need to be worked out prior to approval.

Public, Health, Safety and Welfare: Plat notes should address potential wetlands. There is a need for more information as to impacts to this with details of utilities and access etc. (see above).

Rec, Light, Air: Potential impact to use of Kramer Avenue for recreation. More detail needed to ascertain other impacts.

Orderly and Efficient Layout and Development: More detail needed in regard to access, utilities, easements, and agreements.

Comprehensive Plan

The proposed minor subdivision complies with Comprehensive Plan Section 2.4.19 by going through the required subdivision process.

² SGC 21.40.120

Recommendation and Motions

It is recommended that the Planning Commission adopt the staff analysis and findings in the written staff report and move to postpone the minor subdivision preliminary plat subject to a design review meeting with staff and all proposed adjacent subdivision proposals (Tisher, Licari, and vacation).

1) **I move to find that:**

- a. As presented by the applicant, the preliminary plat does not meet its burden of proof as to access, utilities, and required agreements, and therefore it is unknown if the following are met:
 1. Whether the proposed minor subdivision preliminary plat complies with the Comprehensive Plan Section 2.4.19 by going through the required subdivision process;
 2. Whether the proposed minor subdivision preliminary plat complies with the subdivision code; and
 3. Whether the minor subdivision preliminary plat is injurious to the public health, safety, and welfare and further that the proposed plat notes and conditions of approval protect the harmony of use and the public's health, safety and welfare.

- 2) **I move to postpone** the public hearing and consideration of a preliminary plat for minor subdivision to result in four lots at 2370 Halibut Point Road in the R-1 MH District subject to a staff pre-conceptual design review meeting with all adjacent proposed subdivision requests (Licari, Tisher, Vacation). The property is also known as Lot 1 Oceanview Ridge Subdivision. The request is filed by Michael Tisher. The owner of record is Michael Tisher.

Attachment A

Applicant Materials



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: Subdivide Lot 1, (142,308 sq Ft)
Oceanview Ridge sub'd into 4 lots

PROPERTY INFORMATION:

CURRENT ZONING: R-1 MH PROPOSED ZONING (if applicable): _____

CURRENT LAND USE(S): Vacant PROPOSED LAND USES (if changing): minor sub'd

APPLICANT INFORMATION:

PROPERTY OWNER: Michael J. Tisher

PROPERTY OWNER ADDRESS: 304 Wortman Loop Sitka AK

STREET ADDRESS OF PROPERTY: 2370 Halibut Pt Rd (access off Kramer Ave)

APPLICANT'S NAME: Mick Tisher

MAILING ADDRESS: 304 Wortman Lp Sitka AK

EMAIL ADDRESS: mjtisher@yahoo.com DAYTIME PHONE: 738-2439

PROPERTY LEGAL DESCRIPTION:

TAX ID: 2-5210 LOT: 14 BLOCK: _____ TRACT: _____

SUBDIVISION: _____ US SURVEY: 2418

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
- ☐ Deed
- ☐ Copy of current plat
- ☐ Proof of filing fee payment

For Conditional Use Permit:

- ☐ Parking Plan
- ☐ Interior Layout

For Plat/Subdivision:

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

If Pertinent to Application:

- ☐ Drainage and Utility Plan
- ☐ Landscape 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 understand that attendance at the Planning Commission meeting is required for the application to be considered for approval. I further authorize municipal staff to access the property to conduct site visits as necessary. I authorize the applicant listed on this application to conduct business on my behalf.

Michael J. Fisher
Owner

3-2-2018
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

RECEIVED
MAR 05 2019

CERTIFICATE OF OWNERSHIP AND DEDICATION

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

DATE _____ OWNER _____ (SIGNATURE) _____

DATE _____ OWNER _____ (SIGNATURE) _____
NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
STATE OF ALASKA
CITY & BOROUGH OF SITKA

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

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUALS MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND _____ ACKNOWLEDGED TO ME THAT _____ SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED. WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

MY COMMISSION EXPIRES _____

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA CERTIFICATE OF PAYMENT OF TAXES (STATE OF ALASKA) (FIRST JUDICIAL DISTRICT)

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

AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR 20____ WILL BE DUE ON OR BEFORE AUGUST 31, 20____ DATED THIS _____ DAY OF _____

ASSESSOR, CITY AND BOROUGH OF SITKA CERTIFICATE OF APPROVAL BY THE BOARD

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

DATE _____ CHAIRMAN, PLATTING BOARD _____

SECRETARY CERTIFICATE OF APPROVAL BY THE ASSEMBLY

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

DATE _____ MAYOR _____

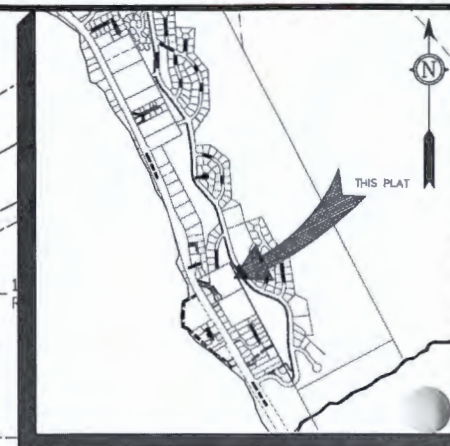
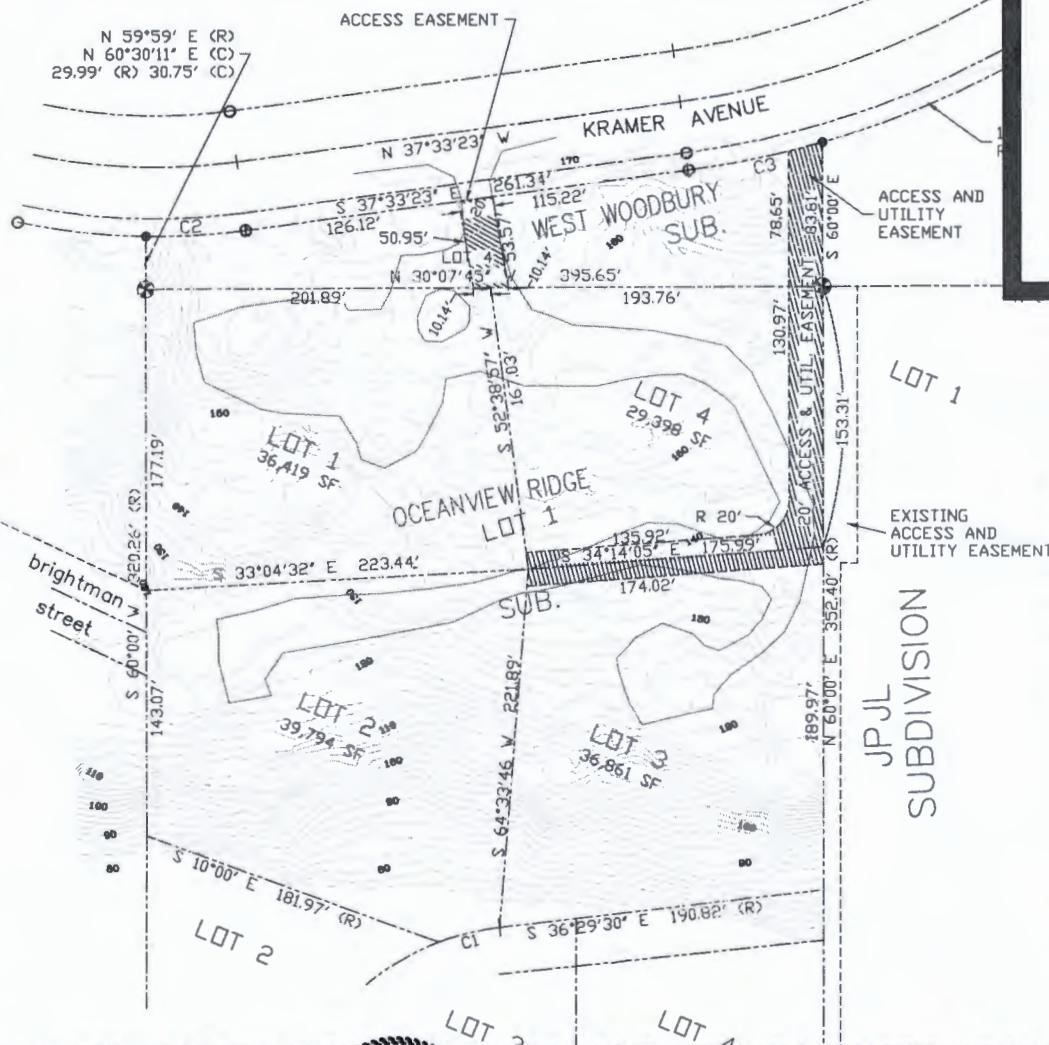
CITY AND BOROUGH CLERK

CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT
I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND FINANCE DIRECTOR FOR THE CITY & BOROUGH OF SITKA, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS OF THE CITY & BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE RECORDS IN THE NAME OF _____

CALL OWNERS OF RECORD, AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL L.L.B.'S ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL.
DATED THIS _____ DAY OF _____, 20____, AT SITKA, ALASKA.

FINANCE DIRECTOR, CITY & BOROUGH OF SITKA _____

NUMBER	DELTA ANGLE	RADIUS	ARC LENGTH	CHORD DIRECTION	CHORD LENGTH
C1	38°11'50"	150.00'	36.71'	N 43°29'53" W	36.62'
C2	08°32'00"	390.00'	58.08'	S 33°17'23" E	58.03'
C3	08°19'36"	551.24'	80.11'	S 41°43'12" E	80.04'



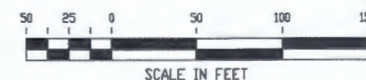
VICINITY MAP
SCALE 1"=1,000'

LEGEND

- ⊕ PRIMARY CONTROL MONUMENT RECOVERED (BRASS CAP)
- ⊗ BLM/GLOD PRIMARY BRASS CAP (RECOVERED)
- SECONDARY MONUMENT (SET)
- SECONDARY MONUMENT (RECOVERED)
- ORIGINAL WHITCOMB HTS. MONUMENT (RECOVERED)
- (R) RECORDED DATA
- (C) COMPUTED DATA
- 00 MEASURED DATA

NOTES

1. THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE LOT 1 OF THE OCEAN VIEW RIDGE SUBDIVISION INTO 4 LOTS.
2. THE MUNICIPALITY IS PARTY TO ALL EASEMENTS AND PLAT NOTES. THEY SHALL NOT BE MODIFIED WITHOUT APPROVAL OF THE PLATTING BOARD. THERE SHALL BE NO ENCROACHMENTS ON CITY ASSETS OR EASEMENTS.



SITKA RECORDING DISTRICT

TISHER SUBDIVISION
LOT 1 OCEANVIEW RIDGE SUBD.

CLIENT: MIC TISHER

North
57
land surveying

(907) 747-6780 2887 CASCADE CREEK ROAD, SITKA, AK 99803

BY	DATE	REV.	DESCRIPTION OF CHANGE

RECORD OF REVISIONS



DESIGNED BY: J. O'NEILL
DRAWN BY: J. O'NEILL
CHECKED BY: J. O'NEILL
DATE OF PLAT: 26. JUN 2018
SCALE: 1" = 50'
DRAWING NAME: TISHER
PROJECT NO: 40063-03

SURVEYOR'S CERTIFICATE
I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL EASEMENTS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.
DATE: _____ KELLY O'NEILL 18 JUN 2018

1 OF 1 SHEET

CERTIFICATE OF OWNERSHIP AND DEDICATION

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

DATE _____ OWNER _____ (SIGNATURE) _____

DATE _____ OWNER _____ (SIGNATURE) _____

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
STATE OF ALASKA
CITY & BOROUGH OF SITKA

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

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND _____ ACKNOWLEDGED TO ME THAT _____ SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED. WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

MY COMMISSION EXPIRES _____

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

CERTIFICATE OF PAYMENT OF TAXES (STATE OF ALASKA)

(FIRST JUDICIAL DISTRICT)

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

AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR 20____ WILL BE DUE ON OR BEFORE AUGUST 31, 20____ DATED THIS DAY OF _____

ASSESSOR, CITY AND BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD

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DATE _____ CHAIRMAN, PLATTING BOARD

SECRETARY

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

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DATE _____ MAYOR

CITY AND BOROUGH CLERK

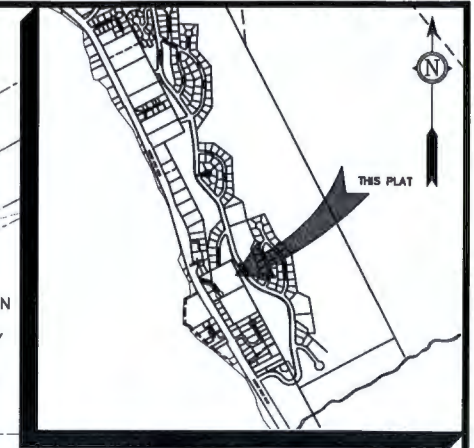
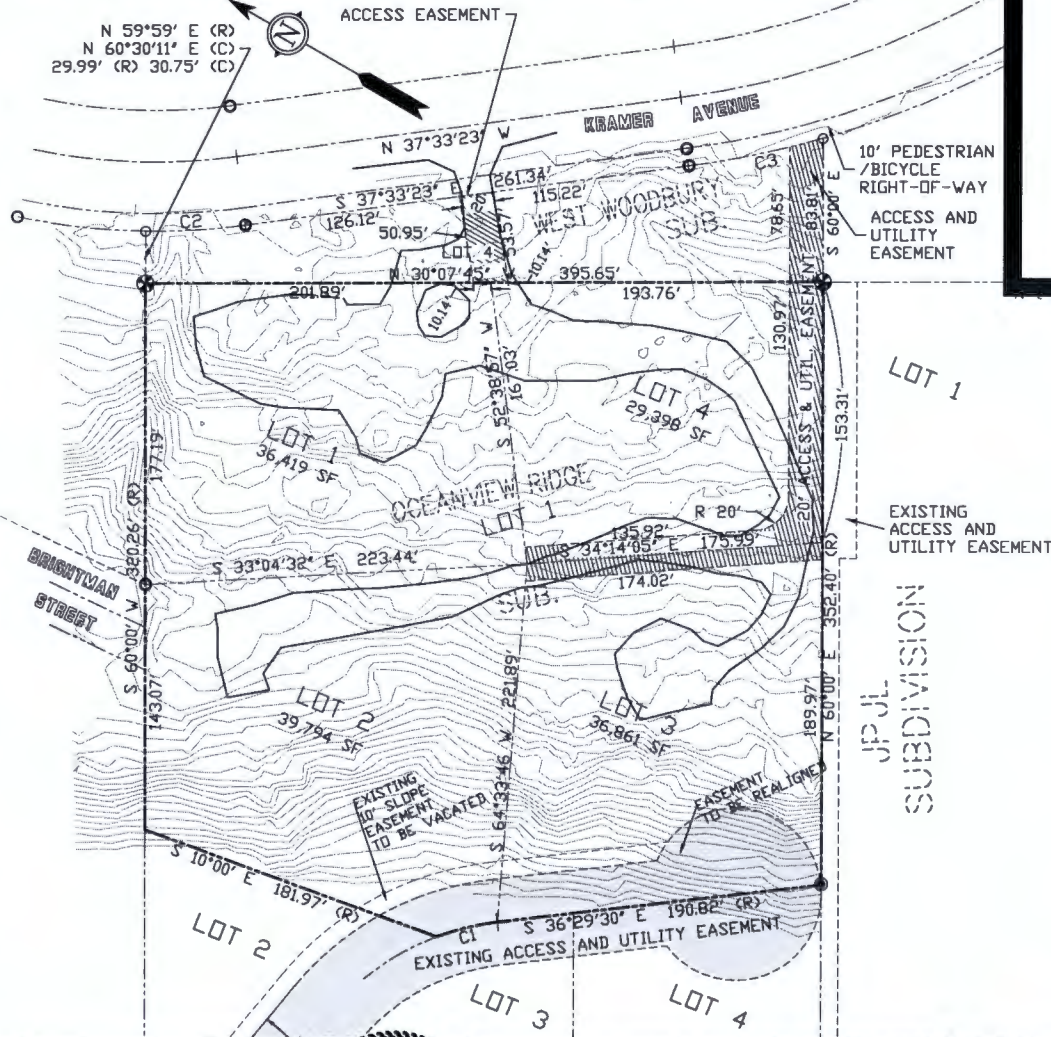
CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

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

CALL OWNERS OF RECORD; AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL L.I.D.'S ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL. DATED THIS _____ DAY OF _____, 20____, AT SITKA, ALASKA.

FINANCE DIRECTOR: CITY & BOROUGH OF SITKA

NUMBER	DELTA ANGLE	RADIUS	ARC LENGTH	CHORD DIRECTION	CHORD LENGTH
C1	38°11'50"	150.00'	36.71'	N 43°29'53" W	36.62'
C2	08°32'00"	390.00	58.08	S 33°17'23" E	58.03
C3	08°19'36"	551.24	80.11	S 41°43'12" E	80.04



VICINITY MAP

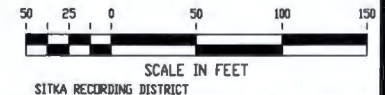
SCALE 1"=1,000'

LEGEND

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- ⊕ BLN/GLD PRIMARY BRASS CAP (RECOVERED)
- SECONDARY MONUMENT (SET)
- SECONDARY MONUMENT (RECOVERED)
- ORIGINAL WHITCOMB HTS. MONUMENT (RECOVERED)
- Ⓢ RECORDED DATA
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- AN EASEMENT AGREEMENT IS RECORDED IN THE SITKA RECORDING DISTRICT UNDER SERIAL NO. _____ REGARDING THE VACATION AND REALIGNMENT OF THE SLOPE EASEMENT AND EXISTING ACCESS AND UTILITY EASEMENT FOR LOTS 1, 2, 3 AND 4 OCEAN VIEW RIDGE SUBDIVISION.



BY	DATE	REV.	DESCRIPTION OF CHANGE

RECORD OF REVISIONS



DESIGNED BY: J. O'NEILL
DRAWN BY: J. O'NEILL
CHECKED BY: J. O'NEILL
DATE OF PLAT: 06.08.2008
SCALE: 1" = 20'
DRAWING NAME: 40063-03
PROJECT NO: 40063-03

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

TISHER SUBDIVISION

LOT 1 OCEANVIEW RIDGE SUBD.

CLIENT: MIC TISHER

Attachment B

Staff Materials



City & Borough of Sitka, Alaska

Selected Parcel: 2370 Halibut Point Rd ID: 25210000

Printed 3/5/2018 from <http://www.mainstreetmaps.com/ec/sitka/internal.asp>

100 m
200 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.

CERTIFICATE OF APPROVAL BY THE BOARD
I HEREBY CERTIFY THAT THE SUBDIVISION PLAT HEREIN
COMES WITHIN THE POWER AND JURISDICTION OF THE BOARD
AND THAT THE PLAT HEREIN IS IN ACCORDANCE WITH THE
LAW OF THE STATE OF ALASKA.
ATTEST: *[Signature]*
JULY 25, 1988

BY THE BOARD
[Signature]

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BY THE BOARD
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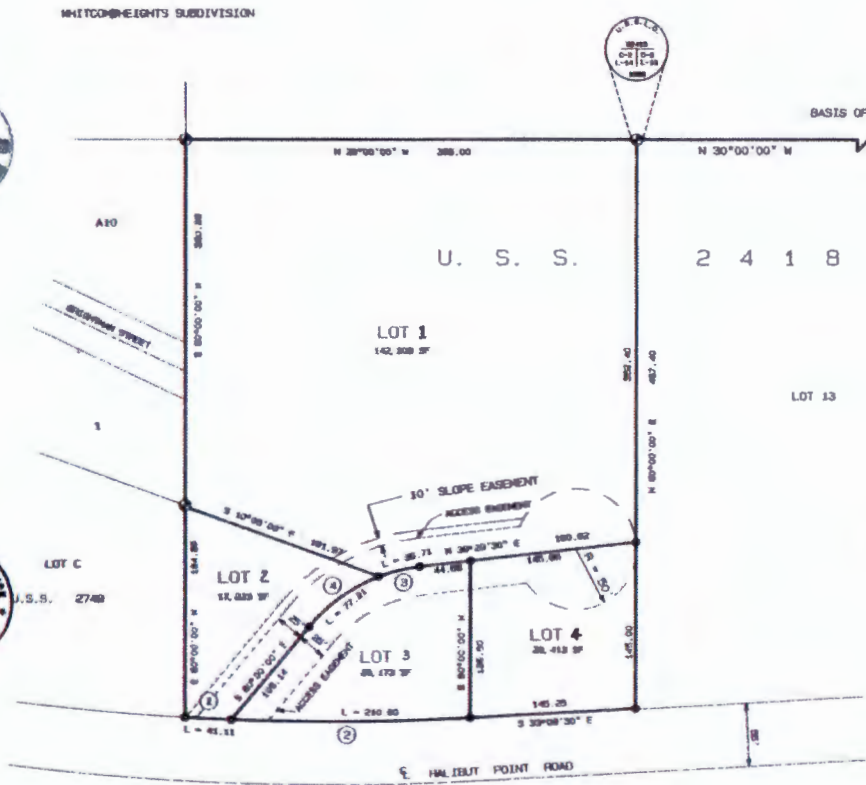
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ATTEST: *[Signature]*
JULY 25, 1988

BY THE BOARD
[Signature]

WHITCOMBE HEIGHTS SUBDIVISION



BASIS OF BEARING



TYPICAL MONUMENT
SET THIS SURVEY

NOTE:

THE 10' PRIVATE ACCESS EASEMENT AS SHOWN ON
THIS PLAT MAY BE REQUIRED TO BE FORMALLY
DEDICATED TO THE PUBLIC AND CONSTRUCTED
TO FULL CITY SPECIFICATIONS IN THE FUTURE,
AS A CONDITION TO ADDITIONAL SUBDIVISION AND
DEVELOPMENT OF THIS PROPERTY.

LEGEND

- U.S.G.L.O. MONUMENT RECOVERED THIS SURVEY
- 5/8" REBAR WITH "SURV-CAP" SET THIS SURVEY



SURVEYOR'S CERTIFICATE
I HEREBY CERTIFY THAT I AM A LICENSED SURVEYOR
AND THAT I HAVE PERSONALLY CONDUCTED THE SURVEY
HEREIN SHOWN. I HAVE ALSO PERSONALLY CONDUCTED
THE SURVEY HEREIN SHOWN. I HAVE ALSO PERSONALLY
CONDUCTED THE SURVEY HEREIN SHOWN. I HAVE ALSO
PERSONALLY CONDUCTED THE SURVEY HEREIN SHOWN.
DATE: JULY 25, 1988
ALAN E. HARGRETT, SURVEYOR

STRAGIER
ENGINEERING
SERVICES
CIVIL ENGINEERING
LAND SURVEYING
747-0800
P.O. BOX 4800
SITKA, ALASKA 99783



CURVE INFORMATION

- R = 100.00'
C = 100.00'
D = 100.00'
T = 100.00'
CHORD BE = N 37°15'00" W
- R = 100.00'
C = 100.00'
D = 100.00'
T = 100.00'
CHORD BE = N 37°20'07" E
- R = 100.00'
C = 100.00'
D = 100.00'
T = 100.00'
CHORD BE = N 40°20'00" E
- R = 100.00'
C = 100.00'
D = 100.00'
T = 100.00'
CHORD BE = N 60°05'07" W

OCEANVIEW RIDGE
SUBDIVISION

A SUBDIVISION OF LOT 1, S.B. 2458

SCALE: 1"=50'
DATE: JUNE 1988
PREPARED FOR: MR. NOME TOWEN
BOX 5200
SITKA, ALASKA 99783

PLAT 84-24

21

SITKA-CLARK TITLE GUARANTY, INC.
P. O. BOX 1223
SITKA, ALASKA 99835

Quit Claim Deed

~~RECORDED~~ Vickie G. Tisher

for and in consideration of Deed of Divorce
convey and quit claim to Michael J. Tisher
whose address is BOX 1238 Sitka, Alaska 99835.

BOOK 57 - PAGE 931
Sitka Recording District

the following described real estate, situated in the Sitka Recording District Recording District

State of Alaska including any interest therein which grantor may hereafter acquire:

Lot Fourteen (14) U.S. Survey No. 2410, except that portion
there of acquired by the State of Alaska for highway purposes
by Motion of Utilization recorded August 2, 1963 in Book 6,
Page 343, Sitka Recording District, First Judicial District,
State of Alaska.

82-1755

RECORDED - FILED
SITKA REC.
DISTRICT
SEP 30 2 20 PM '82
REQUESTED BY STATE
ADDRESS

Dated this
Sept 16, 1982

day of
Winnipeg, Ontario

STATE OF ALASKA } ss.
1st Judicial District

On this day personally appeared before me Vickie Tisher

to me known to be the individual described in and who executed the within and foregoing instrument, and
acknowledged that she signed the same as her free and voluntary act and deed, for the
purpose and purposes therein mentioned.

GIVEN under my hand and official seal this

16 day of September, 1982

Paul J. Smith
Notary Public and for the State of Alaska
My Commission Expires 5-15-83

This Space Reserved for Recorder's Use

AFTER RECORDING MAIL TO:

Filed for Record at Request of:

WARRANTY DEED
(ALASKA)

The Grantor JOE V. DOSS and DOROTHY DOSS, husband and wife,
(Place of residence) 915 N. Stevenson, Visalia, California
for and in consideration of One (\$1.00) Dollar and other valuable considerations

in hand paid, conveys and warrants to
MICHAEL J. TISHER and VICKIE G. TISHER, husband and wife,
BOX 1238, SITKA, ALASKA 99835
as tenants by the entirety with rights of survivorship, (grantee(s))

the following described real estate: situated in the Sitka Recording District, First
Judicial District, State of Alaska, and more particularly
described as follows, to-wit:

A certain lot or parcel of land
situated in the Sitka Recording
District, First Judicial District,
State of Alaska, and more fully
described as follows:

Lot 14, U. S. Survey 2418, Sitka
Recording District, First Judicial
District, State of Alaska.

EXCEPT THEREFROM that part in highway
as described by instrument recorded
August 2, 1963, in Misc. Book 6 at
Page 343.

79-2U09

5.00
RECORDED-FILED
SITKA REC.
DISTRICT

Nov 23 2 10 PM '79

REQUESTED BY M. Tisher
Box 1238

ADDRESS Sitka

situated in the State of Alaska.

DATED this 13th day of April, 19 73

Signed, Sealed and Delivered in the Presence of

Earl Parsons Jr.

Joe V. Doss (SEAL)
Dorothy Doss (SEAL)

UNITED STATES OF AMERICA,

STATE OF California SS.
COUNTY OF TULARE

Individual Acknowledgment
(Alaska)

THIS IS TO CERTIFY that on this 13th day of APRIL, 19 73, before

the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared

Joe V. Doss + Dorothy Doss
known to be the person described in and who executed the above and foregoing instrument, and acknowledged to me

that they signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.

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

Earl Parsons Jr.
Notary Public for Alaska. My commission expires







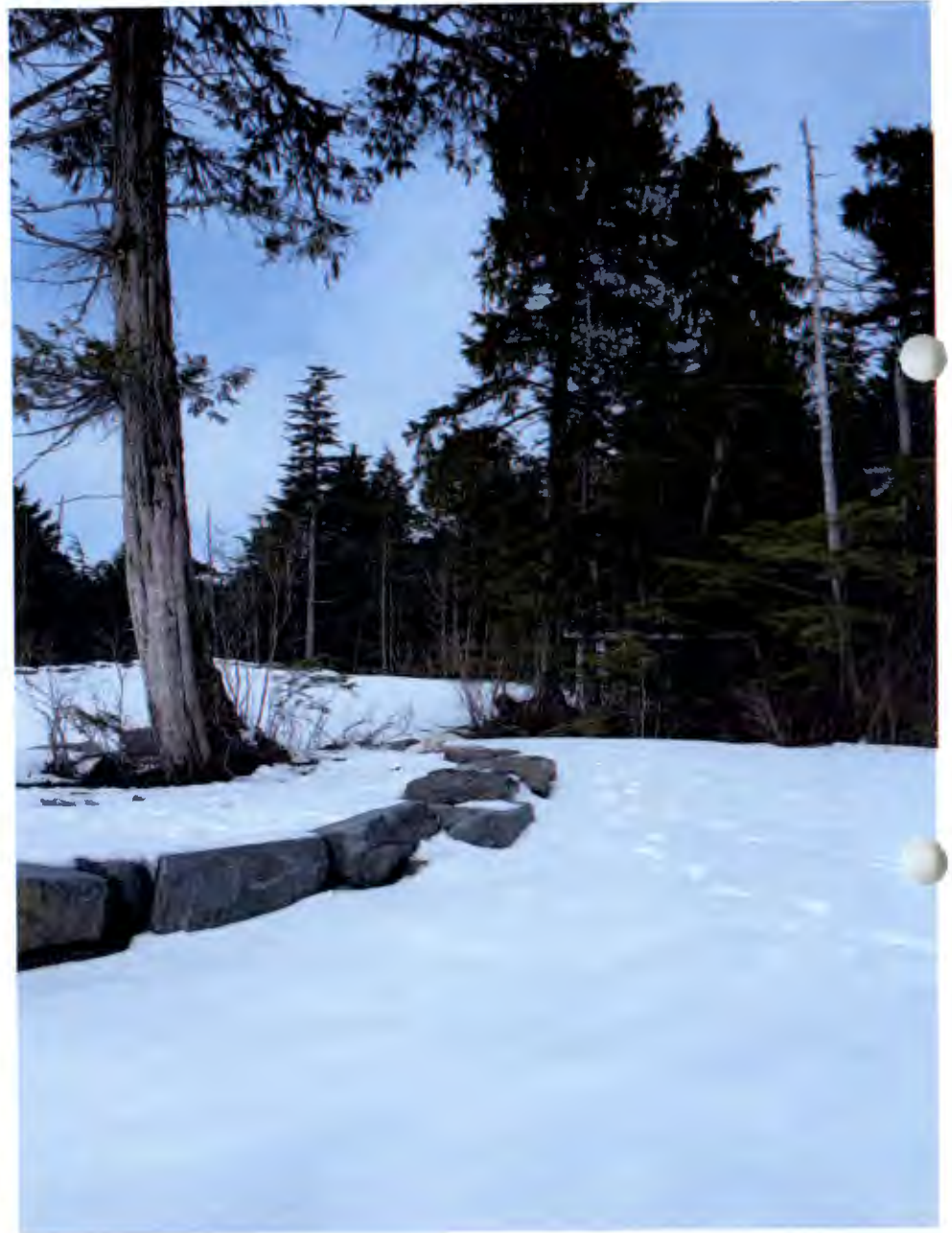




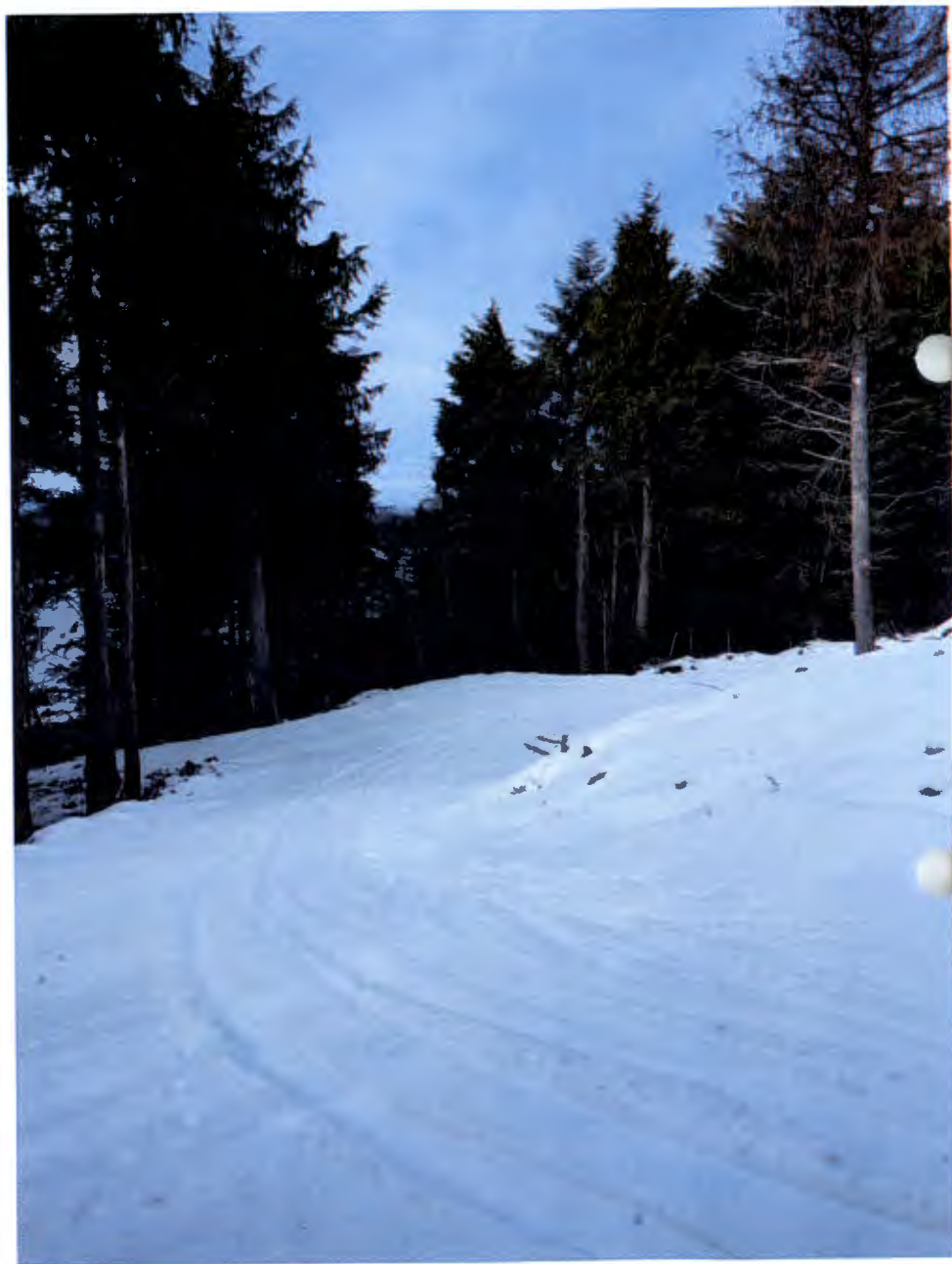


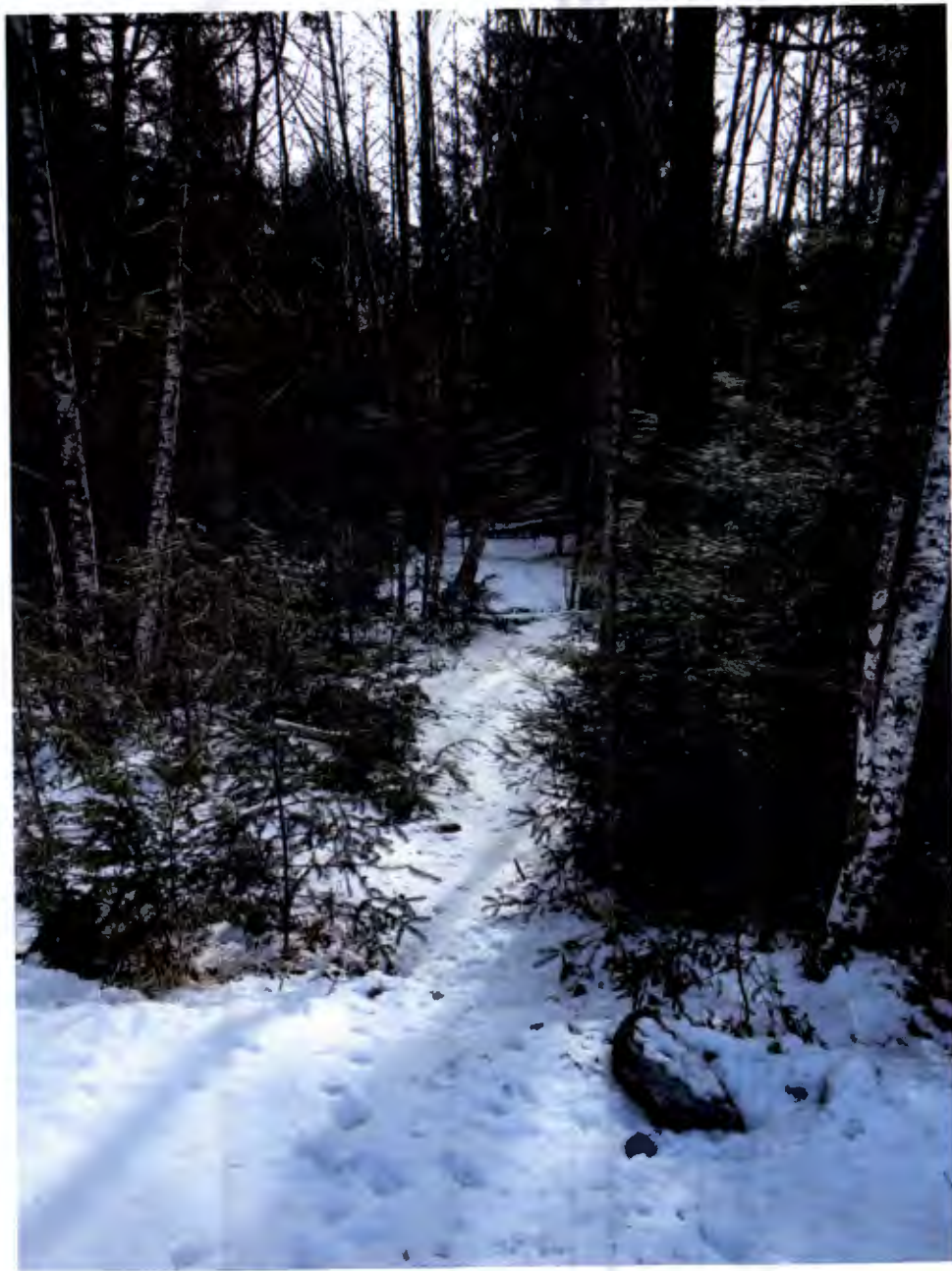


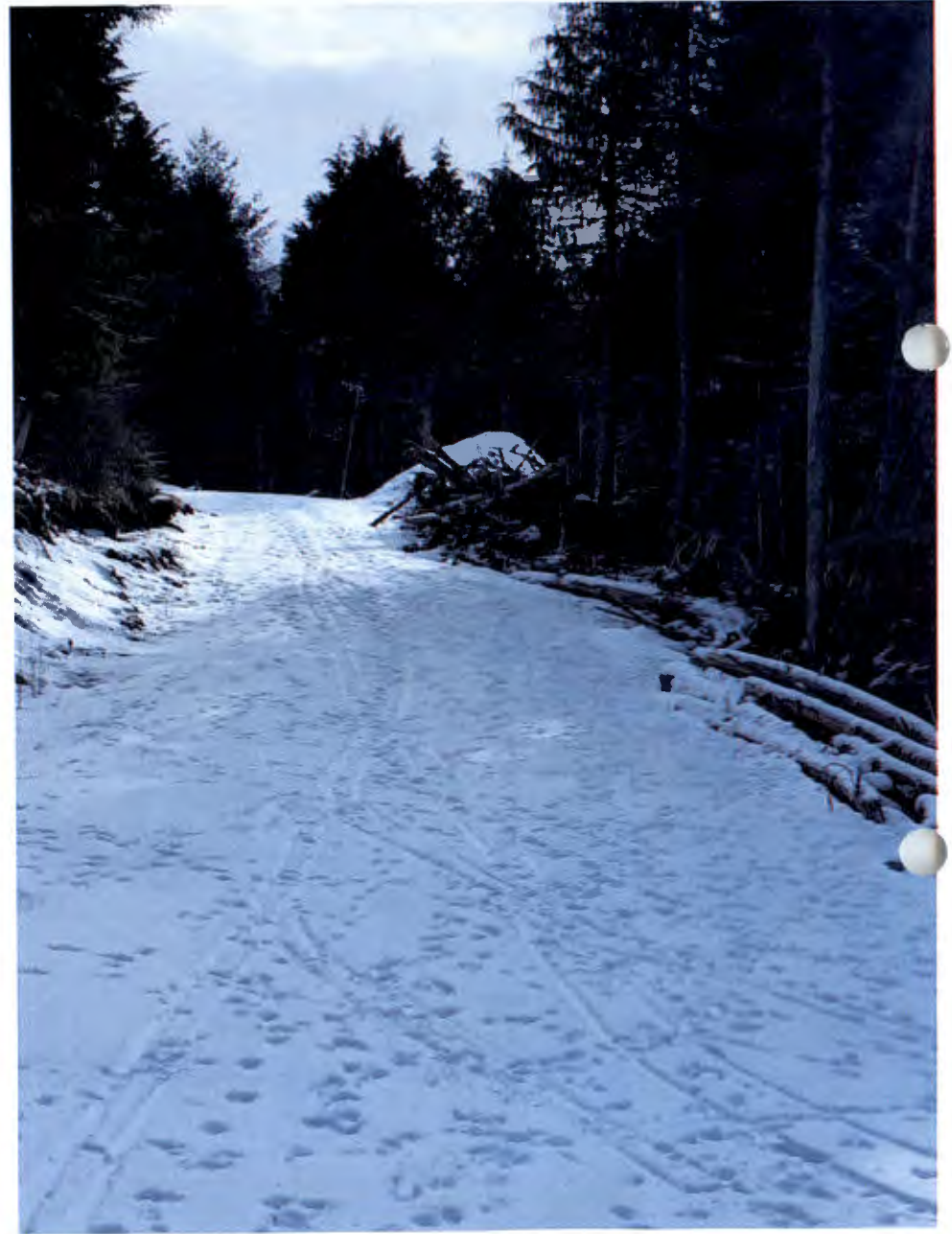














CITY AND BOROUGH OF SITKA

Legislation Details

File #: VAR 18-02 **Version:** 1 **Name:**
Type: Variances **Status:** AGENDA READY
File created: 2/6/2018 **In control:** Planning Commission
On agenda: 2/22/2018 **Final action:**
Title: Public hearing and consideration of a variance major amendment request for the reduction in the front setback from 20 feet to 8 feet for the construction of a carport at 205 Crabapple Drive in the R-1 single-family and duplex residential district. The property is also known as Lot 23 Lakeview Heights Addition. The request is filed by Aaron Routon. The owners of record are Aaron and Emily Routon. The commission will consider a motion to rescind action taken on February 22, 2018.

Sponsors:

Indexes:

Code sections:

Attachments: [Rescind Planning Commission](#)
[VAR18-02.205Crabapple.Routon.Packet.16Mar2018](#)

Date	Ver.	Action By	Action	Result
2/22/2018	1	Planning Commission		
2/22/2018	1	Planning Commission		
2/22/2018	1	Planning Commission		

Step 1

Explanation from Planning Department staff on process to rescind and resolution to variance request.

A motion to rescind is used to cancel something that the voting body did at a previous meeting.

Step 2

Planning Commission Member:

“I MOVE TO rescind the following motions adopted at the February 22, 2018 Planning Commission meeting regarding a variance major amendment request filed by Aaron Routon for 205 Crabapple Drive.

- A motion to adopt and approve the required findings in support of approval;
- A motion to adopt and approve the required findings in support of denial; and
- A motion to deny a variance request for 205 Crabapple Drive for the reduction of the front setback from 20 feet to 8 feet for the construction of a carport”

Chair: “Is there a second to the motion?”

Second Member: “I second the motion.”

Chair: “It is moved and seconded that we rescind the previously aforementioned motions adopted at the February 22, 2018 Planning Commission meeting regarding a variance major amendment request filed by Aaron Routon for 205 Crabapple Drive.”

Chair: “Is there any discussion?” (*for Planning Commission only*)

Chair: “All those in favor? All those opposed?”

Requires a majority vote (3). If the motion FAILS the items are not rescinded.

Step 3 – if the motion to rescind passes

I MOVE TO approve a variance request for 205 Crabapple Drive for the reduction of the front setback from 20 feet to 8 feet for the construction of a carport. 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.

Discussion/Vote

I MOVE TO adopt and approve the required findings.....

Discussion/Vote



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

AGENDA ITEM:

Case No: VAR 18-02
Proposal: Request for reduction in the front setback from 20 to 8 feet for carport
Applicant: Aaron Routon
Owner: Aaron and Emily Routon
Location: 205 Crabapple Drive
Legal: Lot 23 Lakeview Heights Subdivision
Zone: R-1 single family and duplex residential district
Size: 9126 square feet
Parcel ID: 1-4110-000
Existing Use: Residential duplex
Adjacent Use: Residential
Utilities: Existing
Access: Crabapple Drive

KEY POINTS AND CONCERNS:

- Neighborhood harmony
 - Variance constitutes a deviation from code requirements applied to other properties
 - No record of front setback variances on Crabapple Drive
- Existing constraints
 - Excavator reports poor soil toward rear of lot
 - Existing structure limits location of any additional structures
- History of variances at the property
 - Planning Commission granted a front setback variance in early 2017 for 10 feet

RECOMMENDATION:

Approve a **modified** request for variance for reduction in the front setback from 20 feet to 10 feet for construction of a carport at 205 Crabapple Drive, restoring the same variance that was granted in March/April 2017.

ATTACHMENTS

Attachment A: Applicant Attachments

Attachment B: Staff Attachments

BACKGROUND

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

On January 17, 2017, the applicant received a variance for the reduction of the front setback from 20 to 16 feet and the side setback from 8 to 6 feet. Afterward, the applicant determined that he needed to amend his plans.

On March 21, 2017, the Planning Commission granted a variance for the reduction in the front setback from 20 feet to 10 feet for the expansion of a house and construction of a carport. Findings in support of approval were passed on April 18, 2017.

After this approval, the applicant constructed the house expansion and added a second story to the addition. The second story was not shown in the variance process. The applicant was informed that this expansion would require a major amendment to the variance if the carport would be pursued.

On February 22, 2018, the Planning Commission denied a variance request for the reduction of the front setback from 20 feet to 8 feet for the construction of a carport. The applicant appealed the decision and requested a reconsideration. The applicant stated concern that commissioners did not understand that the 2017 variance had been voided due to the applicant's deviation from the approved variance plans.

PROJECT DESCRIPTION

The variance request is for the reduction of the front setback from 20 feet to 8 feet for the construction of a carport. Setbacks are measured from property lines to eaves, gutters, and drip lines. The property received two variance approvals in 2017. Plans have been amended to the extent that the applicant must seek an amendment to the variance from the Planning Commission.

March/April 2017 Approval: Front setback from 20 feet to 10 feet for single-story 37 foot by 19 foot expansion to an existing house with carport. The proposed addition would add a two-stall

carport, a bonus room, a bathroom, and one bedroom. The existing house is approximately 25 feet by 46 feet.

New Request: After the granted approval, the applicant constructed a partial two-story expansion that substantially expanded the square footage of the property. This expansion voided the previously approved front setback variance. The proposal also would increase the variance to a front setback reduction from 20 feet to 8 feet for a 20 foot by 17 foot carport. These factors necessitate Planning Commission reconsideration.¹

The applicant provided information about other properties in the neighborhood. He reports that his is the only property in the neighborhood without a carport, and that neighboring carports range in length from 23 feet to 33 feet. The applicant reports that the average carport length is 27.5 feet. The applicant states that Crabapple Drive is underdeveloped and property owners utilize portions of the right-of-way.

ANALYSIS

Project / Site: The lot is primarily flat. This property is approximately 1000 square feet above the minimum lot size. A duplex exists on the property. All structures including decks would result in a 31% building lot coverage, which is less than the 35% maximum outlined in code. The proposed carport would be 17 feet by 20 feet and would be located 8 feet from the front property line. Additional parking for the second dwelling unit would be located along the side of the primary structure.

The project went before the Historic Preservation Commission in 2017.

Zone: R-1: Intent. This zone is intended to provide for primarily for single-family and duplex residences at moderate densities.²

Traffic: The second dwelling unit added between the prior approval and this request could result in increased traffic, although a duplex is permitted in the zone.

Parking: The property has the four required parking spaces for a duplex residence.

Noise: Land use will not change. Parking near the front of the property line could create noise; however, this is already occurring on this lot and many others. No increased noise expected.

¹ Sitka General Code 22.30.370(B) – Amendment Standards – Special Use Permits

² Section 22.16.040—R-1 District

Public Health or Safety: Proposed carport should not impede the views of motorists and pedestrians, as the street is fairly straight at this location, the sides would be open, the speed limit is low, and it is a dead-end road only used by residents. If approved, a condition will require that the carport not be enclosed in the future.

Habitat: No concerns for habitat.

Property Value or Neighborhood Harmony: The addition of a carport would be an improvement to the property. A variance from required development standards could create neighborhood disharmony. No other front setback variances have been granted on this street.

Alaska Statute 29.40.040(b)3 states that a variance may not be granted solely to relieve financial hardship or inconvenience.

RECOMMENDATION

It is recommended that the Planning Commission approve a ***modified variance*** for the reduction of the front setback from 20 feet to 10 feet for the construction of a carport at 205 Crabapple Drive, restoring the same variance that was granted in March/April 2017.

MOTIONS FOR APPROVAL

- 1) I move to adopt and approve the required findings:
 - a. That there are special circumstances to the intended use that do not apply generally to the other properties, *here, that the lot's soil is of poor quality and restricts cost-effective development;*
 - 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, *here, the ability to construct covered parking while balancing public interest in providing a reasonable setback of 10 feet;*
 - 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 open carport would minimize view impacts to pedestrians and motorists;* 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 cost-effective development of an accessory structure in the R-1 zone while preserving the setback along a public right-of-way to allow for future development of sidewalks, drainage, and installation/maintenance of utilities.
- 2) I move to approve the variance request for 205 Crabapple Drive with the condition that the carport not be enclosed in the future. The variance is for the reduction of the front setback from **20 feet to 10 feet** for the construction of a carport. 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.

Attachment A

Applicant Materials

Samantha Pierson

From: Aaron Routon <aaroncrouton@gmail.com>
Sent: Wednesday, March 07, 2018 3:39 PM
To: Samantha Pierson
Subject: Re: 205 Crabapple

Hello Samantha-

I have talked with Michael and am appealing the decision of the planning commission because I thought that there was some confusion on what was being voted upon. I also have further facts about my neighborhood that I would like to share. They are:

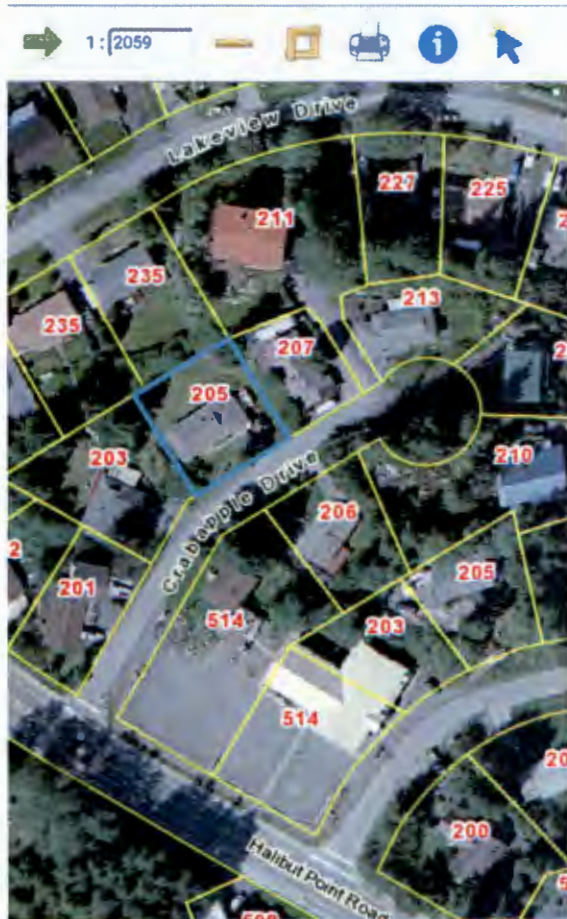
- We currently do not have a variance to build a carport.
- We are the only house in our neighborhood not to have a carport or garage.
- The lengths of carports and/or in the neighborhood are 23', 29', 30' 28' 28', 24' 25', 33' Average length of 27.5 ft.

I have attached some photos of our neighborhood. In the GIS photo- you can tell that the yellow line does not line up with the photo so we can make estimations of other property lines based upon already known property lines. By this, we can see that 207 and 211 Crabapple are very close to their front property line.

I have included a picture of a yellow house and driveways of three properties to show that the street and cul-de-sac are not developed and that public land has been maintained by property owners. There is a small black post in the front yard that is around the actual property line. This cul-de-sac then rounds very close to the front door of 211 Crabapple. Crabapple Dr is a hill and, even though it is not shown in the aerial picture, geography dictates house placement.

The picture of our house with two cars in front is approximately where the end of the carport would be. It would be behind the back bumper of the black car and at the front bumper of the green car. There appears to be a distance between the back and front bumpers, but both bumpers are actually at 8' from the property line- the distance only appears that way because of the angle of the photo was taken at.

I hope this helps and if you need anything else, please don't hesitate to call.
Have a good day
Aaron





On Tue, Mar 6, 2018 at 2:01 PM, Samantha Pierson <samantha.pierson@cityofsitka.org> wrote:

Aaron,

Upon further discussion, it was determined that since the 8 foot request has already been adjudicated by the Planning Commission, the request to be heard at the March 22 meeting needs to be different from that request. When we spoke yesterday, I thought that the commission could reconsider the 8 foot request, but I was mistaken. We will not charge an additional fee for the additional hearing. Please let me know how you would like to proceed.

Sam

Samantha Pierson

Planner I

City and Borough of Sitka

[100 Lincoln Street](#)

[Sitka, AK 99835](#)

[\(907\) 747-1814](#)

--

Aaron Routon

Ministry Coordinator
for Rural Alaska Young Life
907.738.2215

aaron@alaska.younglife.org

[Sitka YL News,](#) [SYL Webpage](#)



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: Reduce front setback from 20 ft
to 8 ft so we can put a carport onto our addition.

PROPERTY INFORMATION:

CURRENT ZONING: R 1 PROPOSED ZONING (if applicable): _____

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

APPLICANT INFORMATION:

PROPERTY OWNER: Aaron Routen

PROPERTY OWNER ADDRESS: 205 Crabapple Dr.

STREET ADDRESS OF PROPERTY: 205 Crabapple Dr.

APPLICANT'S NAME: Aaron Routen

MAILING ADDRESS: 205 Crabapple Dr.

EMAIL ADDRESS: aaron.routen@gmail.com DAYTIME PHONE: 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

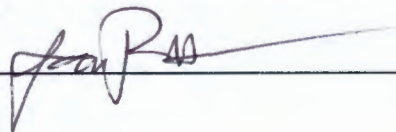
If Pertinent to Application:

- ☐ 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

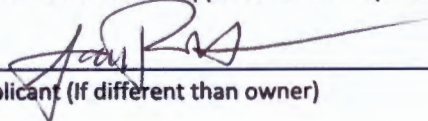


Date

1-30-18

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)



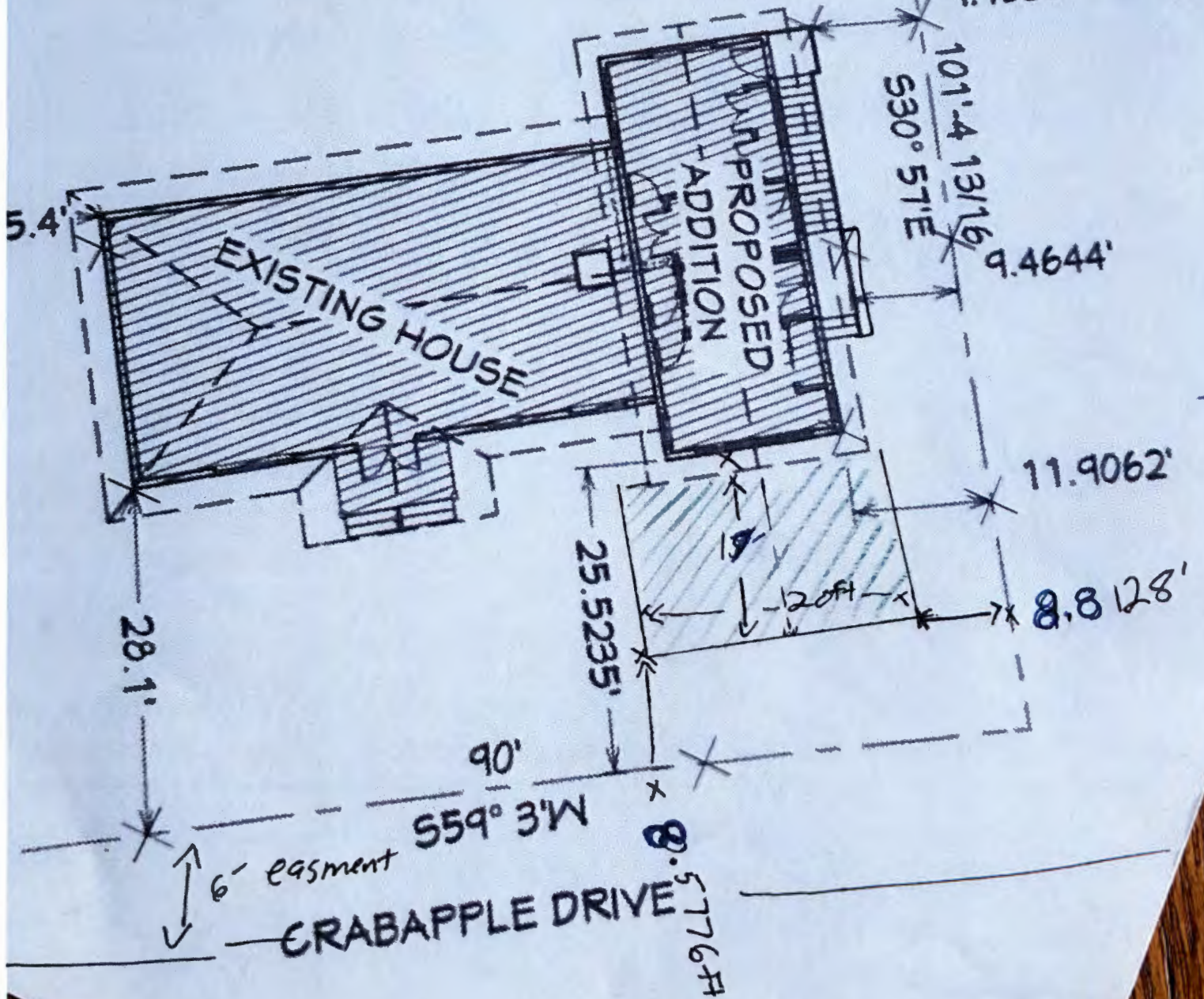
Date

1-30-18

90'
N59° 3'E

LOT 23

LAKEVIEW HEIGHTS SUBD.
9.7838'



prepared 2018

Samantha Pierson

From: aaroncrouton <aaroncrouton@gmail.com>
Sent: Wednesday, January 31, 2018 7:13 AM
To: Samantha Pierson
Subject: Updated percentages

And my original percentage calculation of structures covering our property I forgot to include our decks and arive overhangs. With the decks and Eve overhangs we are up to 30.9% of our property will be covered by structures.

Sent via the Samsung Galaxy S7, an AT&T 4G LTE smartphone

Samantha Pierson

From: Aaron Routon <aaroncrouton@gmail.com>
Sent: Tuesday, January 30, 2018 4:27 PM
To: Samantha Pierson
Subject: Re: Variance - 205 Crabapple

n



Routonapt.pdf

Narrative

I am requesting a variance in the front set back from 20 feet to 8 feet. We would like to build a carport to cover our cars from the rain and snow. The carport would extend 17 feet in front of our house and be 20 feet in total length. The total of structural coverage of our property including the proposed carport will be nearly 24% of the land. Our current house sits 25 feet back from the front property line and the property line and there is a 6' undeveloped zone between our property and the edge of the street. Our house is only 9 feet from our side property line and the only place to build a carport is in front of our house. Six of the 9 houses on our culdesac have carports and the other two have garages. We are the only house without coverage for our car. Our next door neighbor's carport wall (it looks like a house wall) is approximately 8 feet from the street and with the eaves- it is only 6 feet from the main road. The 6 feet undeveloped zone between their house and the edge of the pavement they use to park one of their cars.

Crabapple drive has very little traffic and our house is situated at the slight curve in the road which means that the carport would not impede vision in any way, The carport would set inside of three neighborhood trees that are situated closer to the road. Most cars are at least 17 feet in length and we would like to cover the majority of our vehicles from the elements. The very edge of our carport would still set 14' back from the edge of the road.

The carport would be consistent with the other houses in our neighborhood and improve the enjoyment of this our environment as stated in the comprehensive plan.

On Tue, Jan 30, 2018 at 12:01 PM, Samantha Pierson <samantha.pierson@cityofsitka.org> wrote:

Aaron,

I did some research and your project will require a major amendment to the variance to be considered by the Planning Commission. In order to be included on the February 22 agenda, the application will need to be deemed complete by close of business on Thursday, February 1. Please submit payment, a narrative, and a detailed site plan to include 4 9x18 parking spaces, all existing and proposed structures with dimensions of the structures with distances to property lines, and locations of utilities. In the narrative, be sure to address the findings required by code and explain why your proposal meets those findings.

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. Special circumstances may include the shape of the parcel, the topography of the lot, the size or dimensions of the parcels, the orientation or placement of existing structures, or other circumstances that are outside the control of the property owner;
- b. The variance is necessary for the preservation and enjoyment of a substantial property right or use possessed by other properties but are denied to this parcel; such uses may include the placement of garages or the expansion of structures that are commonly constructed on other parcels in the vicinity;
- c. That the granting of such a variance will not be materially detrimental to the public welfare or injurious to the property, nearby parcels or public infrastructure;
- d. That the granting of such a variance will not adversely affect the comprehensive plan.

Just to give you notice, the February 22 agenda is pretty full at this point, so even if items are scheduled, there is a possibility that some items may not be heard at that meeting.

Sam

Samantha Pierson

Planner I

City and Borough of Sitka

100 Lincoln Street

Sitka, AK 99835

(907) 747-1814

--

Aaron Routon

Ministry Coordinator
for Rural Alaska Young Life
907.738.2215

aaron@alaska.younglife.org

Sitka YL News, SYL Webpage

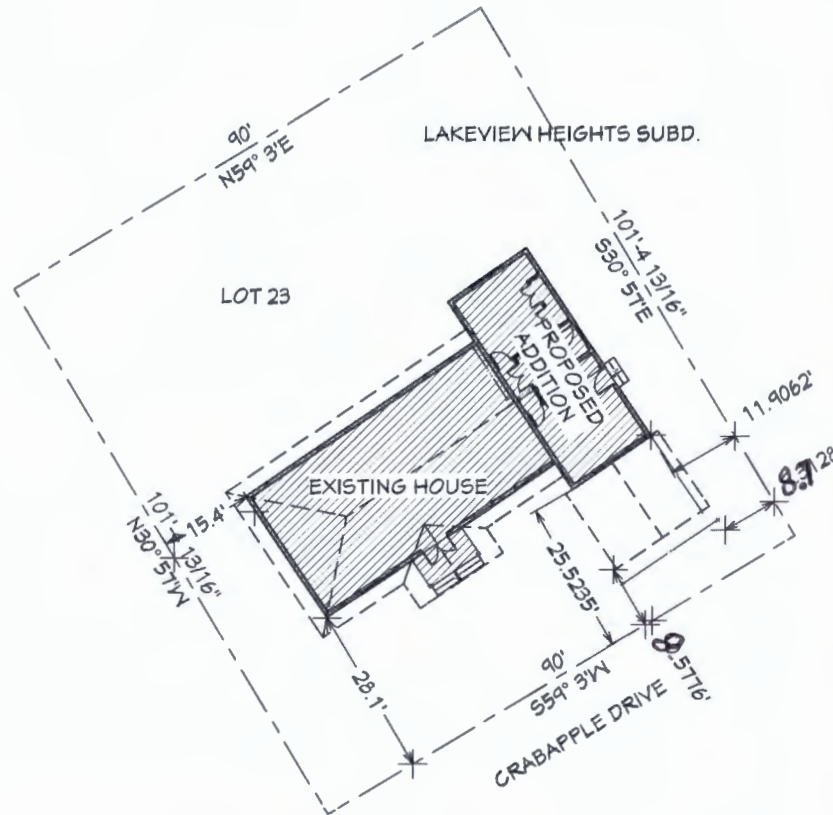
Samantha Pierson

From: Aaron Routon <aaroncrouton@gmail.com>
Sent: Tuesday, January 30, 2018 4:31 PM
To: Samantha Pierson
Subject: Bette neighborhood picture
Attachments: 20180130_162233.jpg

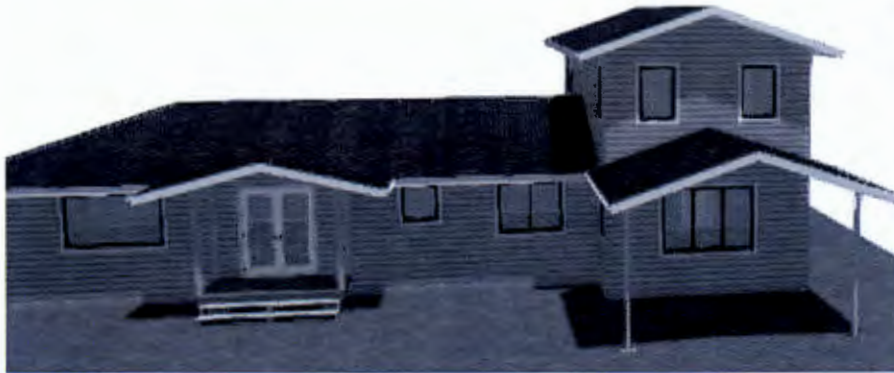
Hello Samantha, this is a better picture of our neighborhood and I have set up a ladder approximately where the carport would end. Also, end the site plan of our project, the drawing did not include the side stairs and that is why I sent you other pictures. If you have any questions, don't hesitate to call. Or email.



N



Plot plan 1" = 20 ft



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.

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.

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

RANGE HOODS ARE ALSO TO BE VENTED TO THE OUTSIDE.

ALL APPLIANCES TO BE INSTALLED PER MANUFACTURERS INSTRUCTIONS

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

[illegible]Routon
Lakeview Drive

DRAWINGS PROVIDED BY:

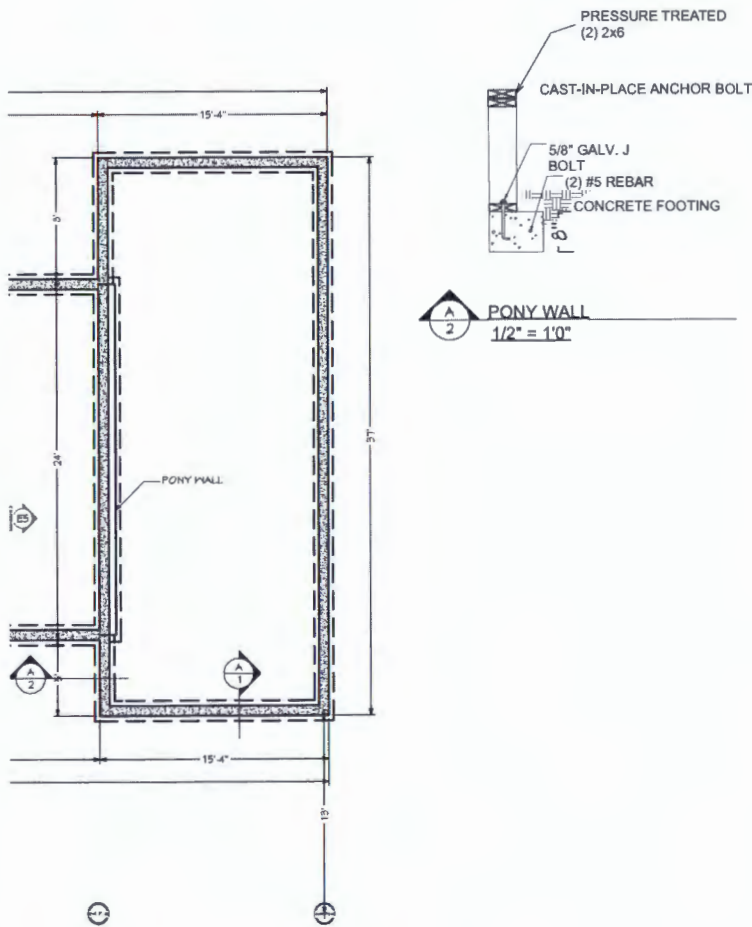
DATE:

5/20/17

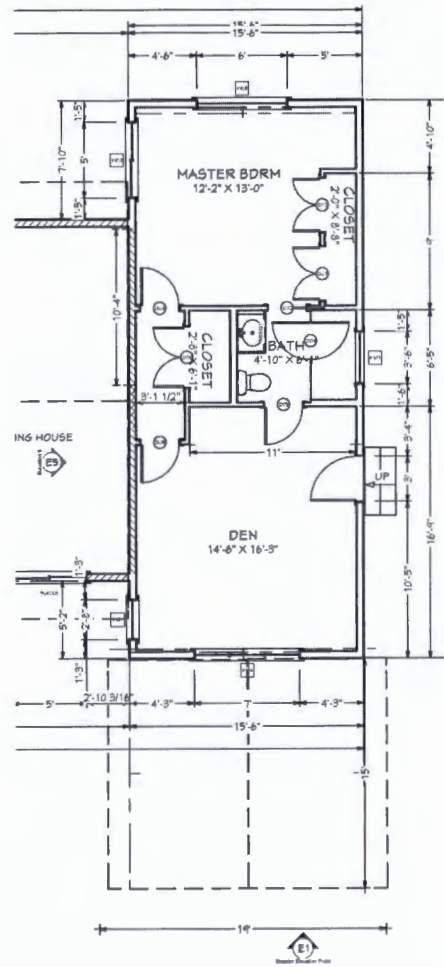
SCALE:

SHEET:

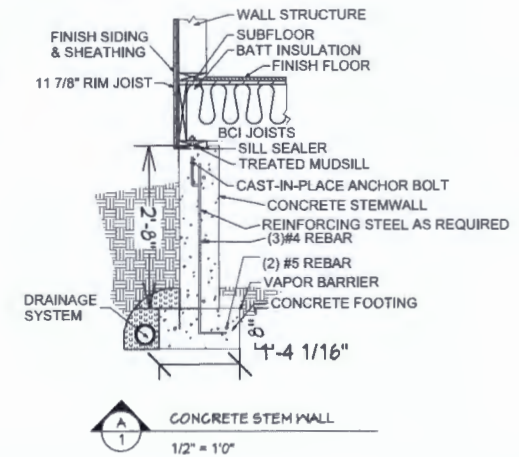
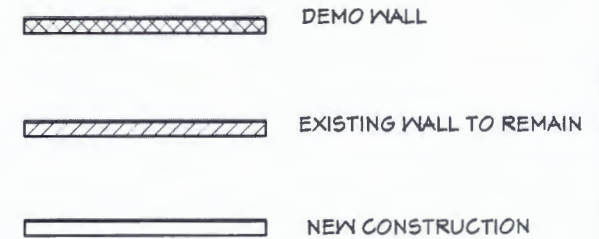
IP-1



Foundation 1/8" = 1 ft



1st Floor



REVISION	DATE	BY	DESCRIPTION
1	5/20/17	JD	ISSUED FOR PERMIT

Routon
Lakeview Drive

DRAWINGS PROVIDED BY:

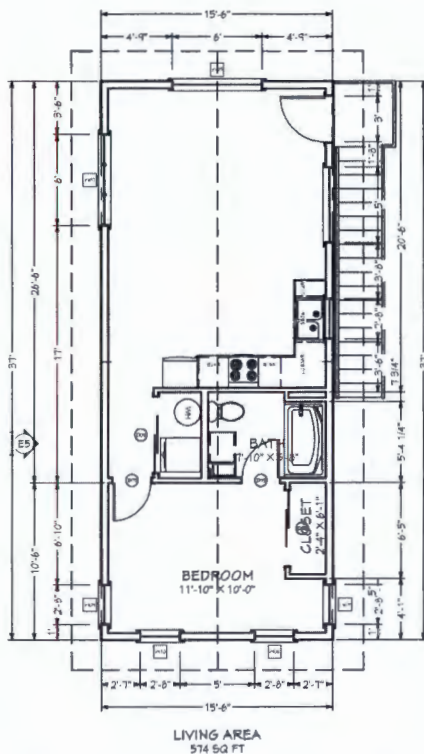
DATE:

5/20/17

SCALE:

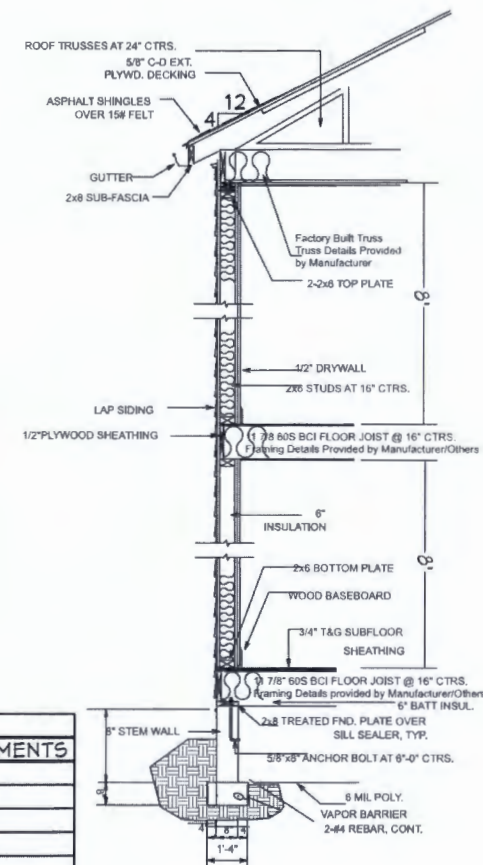
SHEET:

2



DOOR SCHEDULE							
NUMBER	QTY	SIZE	WIDTH	HEIGHT	COMMENTS	TEMPERED	
D01	1	3068 L EX	36"	80"			
D02	1	2668 L	30"	80"			
D03	1	4068 L/R IN	48"	80"			
D04	2	2668 L IN	30"	80"			
D05	4	2668 R IN	30"	80"			
D06	2	5068 R IN	60"	80"			
D07	2	3668 L/R IN	42"	80"			
D08	1	3068 R EX	36"	80"			

WINDOW SCHEDULE							
NUMBER	QTY	SIZE	WIDTH	HEIGHT	EGRESS	DESCRIPTION	COMMENTS
W01	1	2840SH	32"	48"		SINGLE HUNG	
W02	1	5033RS	60"	39"	YES	RIGHT SLIDING	
W03	1	3620FX	42"	24"		FIXED GLASS	
W04	1	7050TC	84"	60"		TRIPLE CASEMNT-LHL/RHR	
W05	2	6040FX	72"	48"		FIXED GLASS	
W06	1	2840FX	32"	48"		FIXED GLASS	
W07	1	6040TC	72"	48"		TRIPLE CASEMNT-LHL/RHR	
W08	1	2830SC	32"	35 7/8"		SNGL CASEMENT-HR	
W09	2	2840SH	32"	48"	YES	SINGLE HUNG	
W10	1	2840SC	32"	48"	YES	SNGL CASEMENT-HR	
W11	1	5040FX	60"	48"		FIXED GLASS	



A
2 Typ. Wall Detail
1/4" = 1'-0"

REVISION	DATE	DESCRIPTION

Routon
Lakeview Drive

DRAWINGS PROVIDED BY:

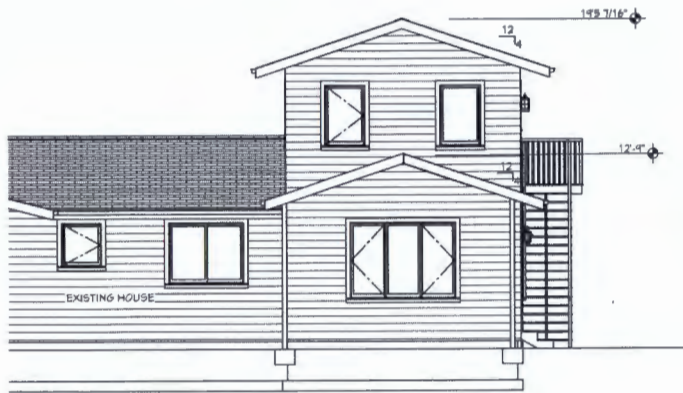
DATE:

5/20/17

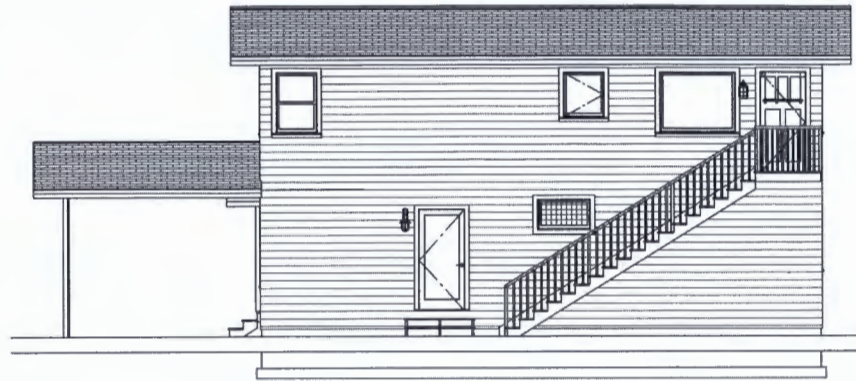
SCALE:

SHEET:

3



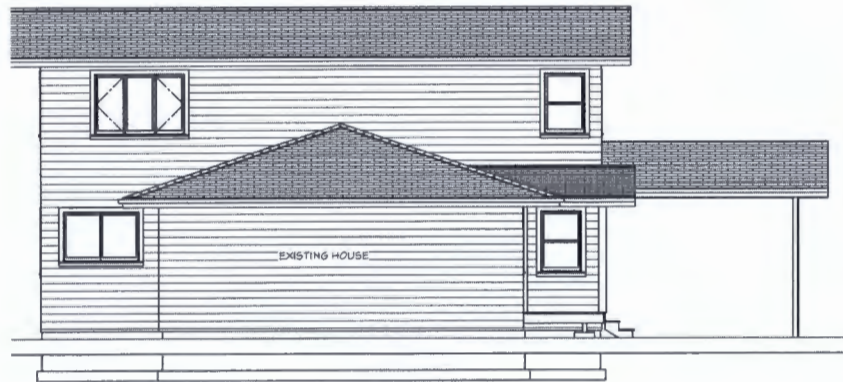
Exterior Elevation Front



Exterior Elevation Right



Exterior Elevation Back



Exterior Elevation Left

REVISION TABLE			
NUMBER	DATE	REVISION BY	DESCRIPTION

Routon
Lakeview Drive

DRAWINGS PROVIDED BY:

DATE:

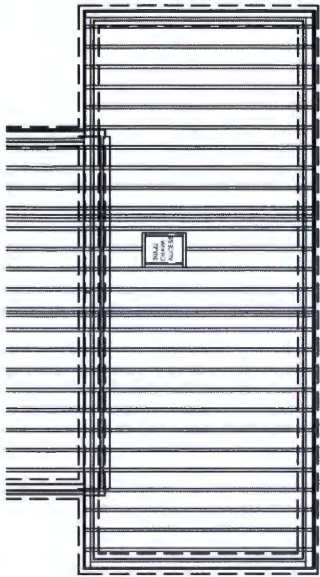
5/20/17

SCALE:

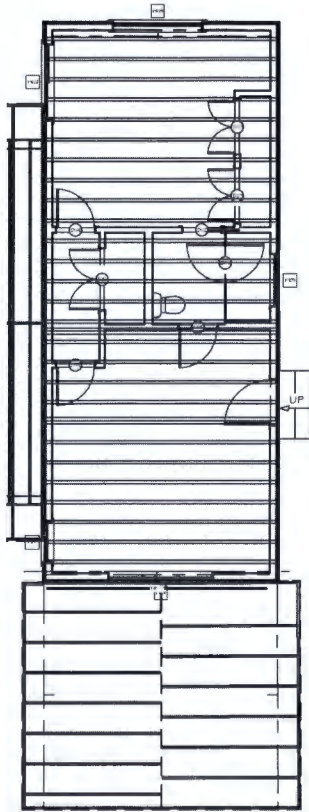
1/8" = 1'

SHEET:

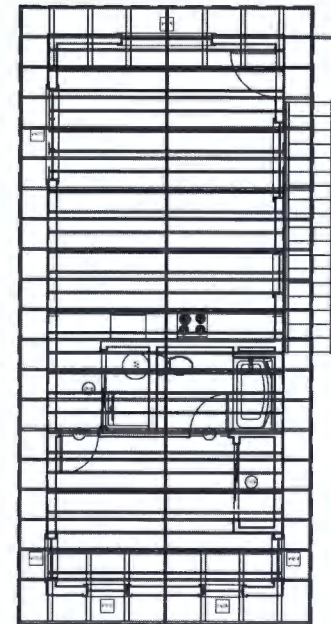
4



FRAMING 1/8 " = 1 ft



2nd floor 1/8 " = 1 ft



ROOF FRAMING 1/8 " = 1 ft
(REF. ONLY - TRUSS DESIGN BY OTHERS)

REVISION TABLE	NUMBER	DATE	REVISION	DESCRIPTION

Routon
Lakeview Drive

DRAWINGS PROVIDED BY:

DATE:

5/20/17

SCALE:

SHEET:

Attachment B

Staff Materials



Selected Parcel: 205 Crabapple Dr ID: 14110000

Printed 2/5/2018 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>



1/1









LAKEVIEW HEIGHTS SUBDIVISION

Copied from original Plat with amendments to date added.

Amendments

bearings of lines between Lots 50 and 51, 51 and 52, 11 and 12.
bearing and distance of lines between Lots 2 and 3, 51 and 52, 58 and 59, 19 and 20.
driveway easement on Lot 24

THIS PLAT IS BEING RECORDED IN THE SITKA RECORDING OFFICE, FIRST JUDICIAL DISTRICT, STATE OF ALASKA, SITKA, ALASKA, AS A REPLACEMENT COPY OF THE ORIGINAL WHICH CANNOT BE LOCATED.

SITKA HOUSING, INC.,

By: *John D. Ballard* Director
Current Director on Nov. 2, 1963

Jess Cline, Director of Sitka Housing, Inc., subscribed and sworn to before me this 21st day of December, 1964, at Sitka, Alaska.

Michelle M. Havel
Notary Public for State of Alaska
Residing at Sitka, Alaska
My commission expires: 11/1/67



Data from survey of Aug.-Sept. 1960
by John D. Ballard
Registered Engineer 596-E
corrected to Aug. 25, 1961 J.D.B.

RECORDED - 100	
SITKA, ALASKA	
DATE	12/21 1964
TIME	2:45 P.M.
Prepared by ERIC GREENAW	
Address Box 717	
SITKA, AK 99135	

- D Annual report submitted by Corrie Bosman for a bed and breakfast at 629 Degroff Street. No action required.

No discussion.

VII. THE EVENING BUSINESS

- E Approval of findings of fact for a variance request for 205 Crabapple Drive. The request is for the reduction of the front setback from 20 feet to 10 feet for the construction of a carport. 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.

Pierson gave a brief recap of the proposal and the motion of approval at the March meeting. Pierson stated that a motion to approve the findings is required for final approval.

Emily Routon came forward to represent the item.

No public comment.

No commissioner discussion.

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

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, here, that the lot's soil is of poor quality and restricts cost-effective development;
- 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, here, the ability to economically expand an existing home and construct covered parking;
- 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 open carport would minimize view impacts to pedestrians and motorists; 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 cost-effective expansion of a single-family structure in the R-1 zone.

Motion PASSED 5-0.

- F Discussion and direction regarding a Critical Areas Ordinance.

Scarcelli gave an overview of the August 18, 2015 landslide and subsequent actions. Scarcelli stated that insurance and financing questions are

and the proposed replat moves the properties toward code conformity; and
3) That the replat would not be injurious to public health, safety, and welfare.

Motion PASSED 4-0.

Pohlman/Parmelee moved to APPROVE the replat request for 422 and 430 Kogwanton Street. The replat would merge three lots into two lots. The properties are also known as Lots 47A and 113 of Baranof Island Housing Authority Subdivision No. 1, Portion of Lot 47 Block 2 US Survey 2542. The request is filed by Baranof Island Housing Authority. The owners of record are Baranof Island Housing Authority and William Anderson.

Motion PASSED 4-0.

N

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 10 feet for the construction of a carport. 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.

Pierson described the request. The applicant previously received a variance for a reduction in the front setback from 20 to 16 feet and the side from 8 to 6 feet. After the approval, the applicant determined that he had to modify his plans and is now requesting a front setback reduction from 20 feet to 10 feet. Pierson stated that alternative configurations are possible, the lot is relatively flat, and staff recommend denial. Scarcelli explained that in previous jurisdictions where he worked, zero variances were granted. The fair thing to do is not to grant variances but to change development standards across the board. Scarcelli clarified that plans state an 8 foot setback but written communication says 10 feet.

Aaron Routon clarified that the request is for 10 feet. Spivey noted that there is also a carport and asked why he doesn't build toward the back. Routon stated that the soil is poor and costs were higher than budgeted. Routon stated that he did not want to block his neighbor's view of Mt. Edgecumbe. Routon read signed statements of support from neighbors. Routon stated that approximately six feet is undeveloped between the pavement and his property line. Pohlman asked if there were any neighbors who did not support the project and Routon said no. Routon stated that Comprehensive Plan Section 2.4.1 supports his proposal. Routon stated that 7 of the 9 houses on the road have carports. Routon said the carport would be see-through.

Cliff Richter stated that BIHA interacts a lot with families who move to town and can't find housing. Families sometimes that they need to move up and can't find affordable housing for the next step.

Pohlman asked if 207 Crabapple has a variance. Pierson explained that it is possible that the structure predates setback requirements. Windsor asked why be strict on this application as compared with others. Scarcelli stated that he has made it clear that he is against variances, and the fair thing to do is change development standards. Scarcelli stated that the commission denied a 12 foot front setback for Clyde Bright. Level of community support is not a legal basis to support a variance. Pohlman stated concern for the neighbor's existing carport near the property line, and the applicant is trying to be a good neighbor by protecting the neighbor's view. Pohlman stated that Kogwanton has a lot of

nonconformities. Spivey stated that he's nearly always against front setback reductions because there is usually another way. Spivey stated support for changing development standards across the board. Parmelee stated that the rear of the lot is unbuildable. Pierson reminded commissioners that the prepared findings are in favor of denial of the request. Scarcelli requested that the applicant provide staff with soil analysis information and stated that staff would prepare findings for approval at the next meeting.

Parmelee/Windsor moved to APPROVE the variance request for 205 Crabapple Drive with the conditions that the carport not be enclosed in the future and that the applicant will provide soil information to staff. The variance is for the reduction of the front setback from 20 feet to 10 feet for the expansion of a house and construction of a carport. 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.

Motion PASSED 3-1.

VIII. ADJOURNMENT

Spivey adjourned at 10:36 PM.

ATTEST: _____
Samantha Pierson, Planner I



CITY AND BOROUGH OF SITKA

Legislation Details

File #: CUP 18-07 **Version:** 1 **Name:**

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

File created: 2/28/2018 **In control:** Planning Commission

On agenda: **Final action:**

Title: Public hearing and consideration of a conditional use permit for a short-term rental at 116 Knutson Drive in the R-2 multifamily residential district. The property is also known as Lot 17A Knutson Subdivision Phase III Lot Line Adjustment. The request is filed by Michael Finn. The owners of record are Michael and Elizabeth Finn.

Sponsors:

Indexes:

Code sections:

Attachments: [CUP18-07.116Knutson.STR.Finn.Packet.16Mar2018](#)

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

AGENDA ITEM:

Case No: CUP 18-07
Proposal: Request for short-term rental at 116 Knutson Drive
Applicant: Michael Finn
Owner: Michael and Elizabeth Finn
Location: 116 Knutson Drive
Legal: Lot 17A Knutson Subdivision Phase III Lot Line Adjustment
Zone: R-2 multifamily residential district
Size: 17,324 square feet
Parcel ID: 3-1003-017
Existing Use: Residential
Adjacent Use: Residential
Utilities: Existing
Access: Knutson Drive and access easement

KEY POINTS AND CONCERNS:

- Rental unit is a four bedroom three bath single-family house
- Sufficient parking on-site – at least 8 spaces shown
- Access via Knutson Drive and easement through one property
- No other short-term rentals on Knutson Drive
- Property exceeds minimum square footage for the zone
- Short-term rentals offer economic opportunity for homeowners but may impact long-term rental rates
- Rental will be professionally managed and will operate year-round
- Burden is on the applicant to prove that the proposal will not negatively impact the neighborhood

RECOMMENDATION:

Staff recommends that the Planning Commission approve the conditional use permit request for a short-term rental at 116 Knutson Drive.

ATTACHMENTS

Attachment A: Applicant Materials

Attachment B: Staff Materials

BACKGROUND/PROJECT DESCRIPTION

The request is for a conditional use permit for a year-round short-term rental of a single-family house at 116 Knutson Drive. The house was constructed in 2005. The rental unit is 4 bedroom 3 bathroom house. The applicant proposes that the unit can house approximately 12 people, and reports that there is a need in the market for short-term rentals to house larger groups.

The rental will be professionally managed with policies and procedures in place to manage guests. Access to this lot is from Knutson Drive and an access easement through one lot. There are no other short-term rentals on Knutson Drive.

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:

Applicant reports that when his family has occupied the house, they generated regular traffic. Applicant states that the short-term rental will result in a decrease in overall traffic from its current use. Staff believe this to be a likely scenario; however, short-term visitors may encounter difficulty finding in the property resulting in impacts to neighbors. If approved, applicant should consider installing small code-compliant signage to assist renters in locating the property and as well as providing renters with detailed turn-by-turn directions.

b. Amount of noise to be generated and its impacts on surrounding land use: Vacationers may create noise. Applicants report that their family has regularly hosted lively social events at their house for the last 12 years, and does not believe that renters will “out perform our family functions.” Regardless, the rental agreement should state that excessive noise may be grounds for eviction.

c. Odors to be generated by the use and their impacts: Improperly managed garbage may attract bears. Applicants have stated that garbage will be stored in the house and/or in the 1-car garage. Storage shall occur indoors until 4 am on garbage pick-up day.

d. Hours of operation: Year-round short-term rental.

¹ § 22.24.010.E

e. Location along a major or collector street: Access from Knutson Drive and an access easement through one lot.

f. Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario: No cut-through scenarios. Renters may have difficulty locating the correct driveway, resulting in accidental use of neighboring driveways.

g. Effects on vehicular and pedestrian safety: The easement from Knutson Drive is steep and inside a turn. Knutson Drive does not have sidewalks. The owners may consider installing small code-compliant signage to minimize confusion for visiting motorists.

h. Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: Same as if the unit had a long-term inhabitant.

i. Logic of the internal traffic layout: Applicants report at least 5 outside parking spaces and 3 garage spaces, exceeding requirements. Applicant estimates that a maximum of 3 parking spaces will be utilized on average. A condition of approval requires all parking to be located on-site.

j. Effects of signage on nearby uses: No proposed signage. The applicant may wish to consider small code-compliant signage to help renters find the property.

k. Presence of existing or proposed buffers on the site or immediately adjacent the site: Steep topography and setbacks of 61.5 feet, 53.5 feet, 31.5 feet, and 18 feet provide sufficient buffering on 4 of the 5 sides. On the fifth side, the deck eaves extend up to 7 feet of the property line (with an administrative variance), closely approaching the neighbor's garage at a 2 foot side setback (with a variance). As the structure nearest the applicant's deck is a garage, any impacts are expected to be minimal.

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 Section 2.2.1 which emphasizes supporting "economic activities which contribute to a stable, long-term, local economic base" by allowing local homeowners to launch a small business and participate in the tourism industry and Section 2.6.2(K), which supports "development of facilities to accommodate visitors" that do not negatively impact surrounding residential neighborhoods, by operating a short-term rental with requirements to mitigate concerns for traffic, odors, and noise.

m. Other criteria that surface through public comments or planning commission review: Short-term rentals may cause the increase of long-term rental rates.

RECOMMENDATION

It is recommended that the Planning Commission approve the conditional use permit application for a short-term rental at 116 Knutson Drive.

.....

Motions in favor of approval:

1) I move to approve the conditional use permit application for a short-term rental at 116 Knutson Drive subject to the attached conditions of approval. The property is also known as Lot 17A Knutson Subdivision Phase III Lot Line Adjustment. The request is filed by Michael Finn. The owners of record are Michael and Elizabeth Finn.

Conditions of Approval:

1. Contingent upon a completed satisfactory life safety inspection.
2. The facility shall be operated consistent with the application, narrative, and plans that were submitted with the request.
3. 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, bed tax remitted, any violations, concerns, and solutions implemented. The report is due within thirty days following the end of the reporting period.
4. 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 upon receipt of meritorious complaint or evidence of violation of conditions of approval.
5. 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.
6. The property owner shall register for a sales account prior to the Conditional Use Permit becoming valid.
7. To mitigate against the risk and impact of bears from the short term rental, the property owner shall assure all trash is deposited in trash receptacles that are stored in bear proof areas (whether enclosed garage or other bear proof area) and only placed on street for collection after 4 AM on trash collection day. Should this condition not be followed the CUP shall be revoked.

8. To mitigate against parking and traffic impacts, property owner shall provide detailed parking and traffic rules, and shall ensure all parking for all uses (residential or short-term rental) shall occur off-street, on-site, and further that should on-street parking occur at any time, the conditional use permit shall be revoked.

9. Any signs must comply with Sitka General Code 22.20.090.

10. A detailed rental overview shall be provided to renters detailing directions to the unit, appropriate access, parking, trash management, noise control, and a general admonition to respect the surrounding residential neighborhood.

12. The property owner shall communicate to renters that a violation of these conditions of approval will be grounds for eviction of the short-term renters.

13. Failure to comply with any of the above conditions may result in revocation of the conditional use permit.

2) I move to find that:²

1. ...The granting of the proposed conditional use permit will not:
 - a. Be detrimental to the public health, safety, and general welfare *specifically, garbage will be kept indoors so as to not attract bears;*
 - b. Adversely affect the established character of the surrounding vicinity *specifically, a rental overview will be provided to detail proper access and use of the property;* 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, *specifically, the property provides on-site parking.*
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, *specifically, conforms to Comprehensive Plan Section 2.2.1 which emphasizes supporting "economic activities which contribute to a stable, long-term, local economic base" by allowing local homeowners to launch a small business and participate in the tourism industry and Section 2.6.2(K), which supports "development of facilities to accommodate visitors" that do not negatively impact surrounding residential neighborhoods, by operating a short-term rental with requirements to mitigate concerns for traffic, odors, and noise.*
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced, *specifically that a rental overview will be provided and violations of rules may be grounds for eviction.*

² § 22.30.160.C – Required Findings for Conditional Use Permits

Attachment A

Applicant Materials



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: Requesting Permit for short term
rentals (VRBO)

PROPERTY INFORMATION:

CURRENT ZONING: R-2 PROPOSED ZONING (if applicable): _____

CURRENT LAND USE(S): Single family PROPOSED LAND USES (if changing): Short term rental

APPLICANT INFORMATION:

PROPERTY OWNER: Michael & Elizabeth Finn

PROPERTY OWNER ADDRESS: 116 Knutson Drive

STREET ADDRESS OF PROPERTY: Same

APPLICANT'S NAME: Michael K. Finn

MAILING ADDRESS: 116 Knutson Drive

EMAIL ADDRESS: photo@gci.net DAYTIME PHONE: 907-752-0052

PROPERTY LEGAL DESCRIPTION:

TAX ID: 3-1003-017 LOT: Lot 17a BLOCK: — TRACT: —

SUBDIVISION: Knutson US SURVEY: 3557

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
- ☒ Deed
- ☒ Copy of current plat
- ☐ Proof of filing fee payment

For Conditional Use Permit:

- ☒ Parking Plan
- ☒ Interior Layout

For Plat/Subdivision:

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

If Pertinent to Application:

- ☐ Drainage and Utility Plan
- ☐ Landscape 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 understand that attendance at the Planning Commission meeting is required for the application to be considered for approval. I further authorize municipal staff to access the property to conduct site visits as necessary. I authorize the applicant listed on this application to conduct business on my behalf.

mlkf

Owner

2/20/18

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

116 Knutson Drive Short Term Rental 12 Person Conditional Use Permit
Michael & Elizabeth Finn
907-752-0052

This note is to address the issues of parking, trash, noise and traffic for the request of a short term rental 12 person permit for 116 Knutson Drive.

Parking: Currently we have a 2 car garage and 1 car garage plus parking for 5 vehicles outside of the garages. As stated below we intend to use the 1 car garage for security of our trash cans. It's been my experience with short term rentals or VRBO's that the garage is usually used to store the owners personal property. But as we intend to stay in Sitka this won't be needed and could be used to accommodate vehicles if needed. Having 12 people I don't expect to see more than 3 vehicles at a time but can handle more if needed with the 2 car garage and 3 outside spots located on the opposite side of the house from our neighbor.

Trash: Our intention is to keep the trash can or cans inside our 1 car garage with an access door on the inside of the home. This makes it easy for the tenant to access without going outside and give us the ability to move the trash cans on trash day without entering or disturbing the tenants. Having the trash cans inside the garage also prevents bear issues in the neighborhood.

Noise: We have had poker, karaoke and corn hole parties almost every weekend for 12 years and also have had two teenage boys during that same time. Although you could have those wild tenants that will need to be dealt with I don't think the level of noise or frequency will out perform our family functions.

Traffic: I feel that the frequency of traffic will actually decrease as a result of this change. As stated above we have had two teenage boys during most of the 12 years at this location and between dances, friends coming over and them leaving 10 times a day it won't compare to 2 or 3 tenant vehicles.

Any questions feel free to call me at my cell phone listed above or if you wish to view the property prior to the meeting.

Thanks,

A handwritten signature in dark ink, appearing to read 'MK.F', with a horizontal line extending to the right.

Michael K. Finn

CERTIFICATE OF OWNERSHIP AND DEDICATION

WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ADAPT 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 4/13/04 OWNER Michael K. Finn (SIGNATURE)
 DATE 4/13/04 OWNER Elizabeth P. Finn (SIGNATURE)

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
 STATE OF ALASKA
 CITY & BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS 13 DAY OF April, 2004, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND EXPIRING PERSONALLY APPEARED Michael K. Finn and Elizabeth P. Finn

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

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

MY COMMISSION EXPIRES 4-15-07

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



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 ROLL IN THE NAME OF Michael K. Finn and Elizabeth P. Finn 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 FOR THE YEAR 2004 WILL BE DUE ON OR BEFORE 8-31-2004.

DATED THIS 13 DAY OF April, 2004, AT SITKA, ALASKA

Sara L Russell
 ASSESSOR, CITY & BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA PLATTING BOARD, AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD BY PLAT REGULATION NO. SEA 05-1 DATED 03 AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT REGISTRAR, EX-OFFICIO RECORDER, SITKA, ALASKA.

DATE 4-8-04 CHAIRMAN, PLATTING BOARD
Sara L Russell
 SECRETARY

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA ASSEMBLY AS RECORDED IN MINUTE BOOK PAGE 20 DATED 03 AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT REGISTRAR, EX-OFFICIO RECORDER, SITKA, ALASKA.

DATE 4/12/04 MAYOR
Paul E. Eklund

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 Michael K. Finn and Elizabeth P. Finn 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 13 DAY OF April, 2004, AT SITKA, ALASKA

Sara L Russell
 FINANCE DIRECTOR
 CITY & BOROUGH OF SITKA

LEGEND

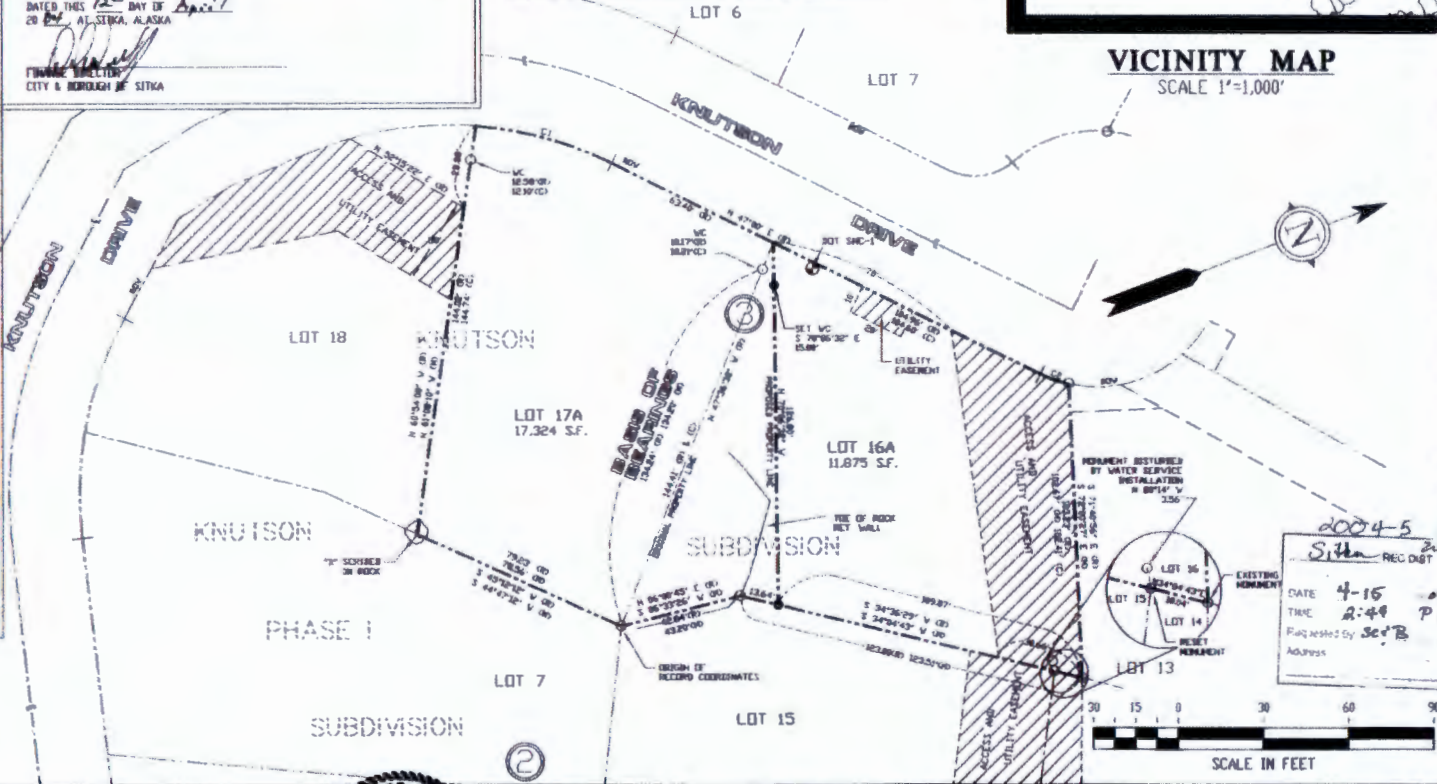
- PRIMARY CONTROL MONUMENT RECOVERED (BRASS CAP)
- ⊕ BLW/GLO PRIMARY BRASS CAP (RECOVERED)
- SECONDARY MONUMENT (SET)
- SECONDARY MONUMENT (RECOVERED)
- (R) RECORDED DATA
- (C) COMPUTED DATA
- (M) MEASURED DATA

CALCULATED CURVE DATA					
NUMBER	DELTA ANGLE	CHORD BEARS	ARC LENGTH	CHORD BEARS	CHORD LENGTH
C1	21°30'22"	129.74	49.76	E 36°00'46" W	49.45
C2	17°37'22"	45.80	18.70	N 49°11'20" E	58.60

RECORDED CURVE DATA					
NUMBER	DELTA ANGLE	CHORD BEARS	ARC LENGTH	CHORD BEARS	CHORD LENGTH
C1	21°30'44"	129.74	49.66	N 36°00'00" E	49.35
C2	17°45'00"	45.80	18.81	N 49°17'30" E	59.92



VICINITY MAP
 SCALE 1"=1,000'



2004-5
 Sitka REG DIST
 DATE 4-15-04
 TIME 2:49 P
 Requested by SEA B
 Address

O'NEILL

SURVEYING AND ENGINEERING

BOX 1849 SITKA, ALASKA 99835
 PHONE: (907) 747-4700
 FAX: (907) 747-7200
 EMAIL: o'neill@o'neillse.com

BY	DATE	REV.	DESCRIPTION OF CHANGE



REGISTERED P. J. O'NEILL
 DRAWMAN
 CHECKED: ENL
 DATE OF PLAT: 04.10.2004
 SCALE: 1" = 30'
 DRAWING NUMBER: 04-01
 PROJECT NO: 30485-01-00

SURVEYOR'S CERTIFICATE
 I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR LICENSED IN THE STATE OF ALASKA AND THAT IN BEING A SURVEYOR, I HAVE A DUTY TO THE PUBLIC AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL BEARINGS AND DISTANCES ARE CORRECT ACCORDING TO SAID FIELD NOTES.

KNUTSON SUBD. PHASE III LOT LINE ADJUSTMENT

LOT 18 AND 17,
 KNUTSON SUBDIVISION PHASE III
 CLIENT: MIKE AND LIZ FINN

KNUTSON DRIVE

C1	21°58'29"	129.
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LOT 16A

TDE OF ROCK RET. WALL

SUBDIVISION

PHASE

LOT 16B

CONCRETE RETAINING WALL

LOT 17A

53 S

Parking

Parking

LANDING WITH STEPS

CONCRETE SLAB

Parking

Garage #1
Trash

Parking

DRIVE

CONCRETE SLAB

EAVE (TYP)

STEPS

HOUSE

Parking

Parking

OIL TANK

LOT

DRIGI
PECO

UTILITY EASEMENT

DRIVE

Parking

LOT 18

PORCH OVER
DECK

DECK

EAVE (TYP)

LOT 7

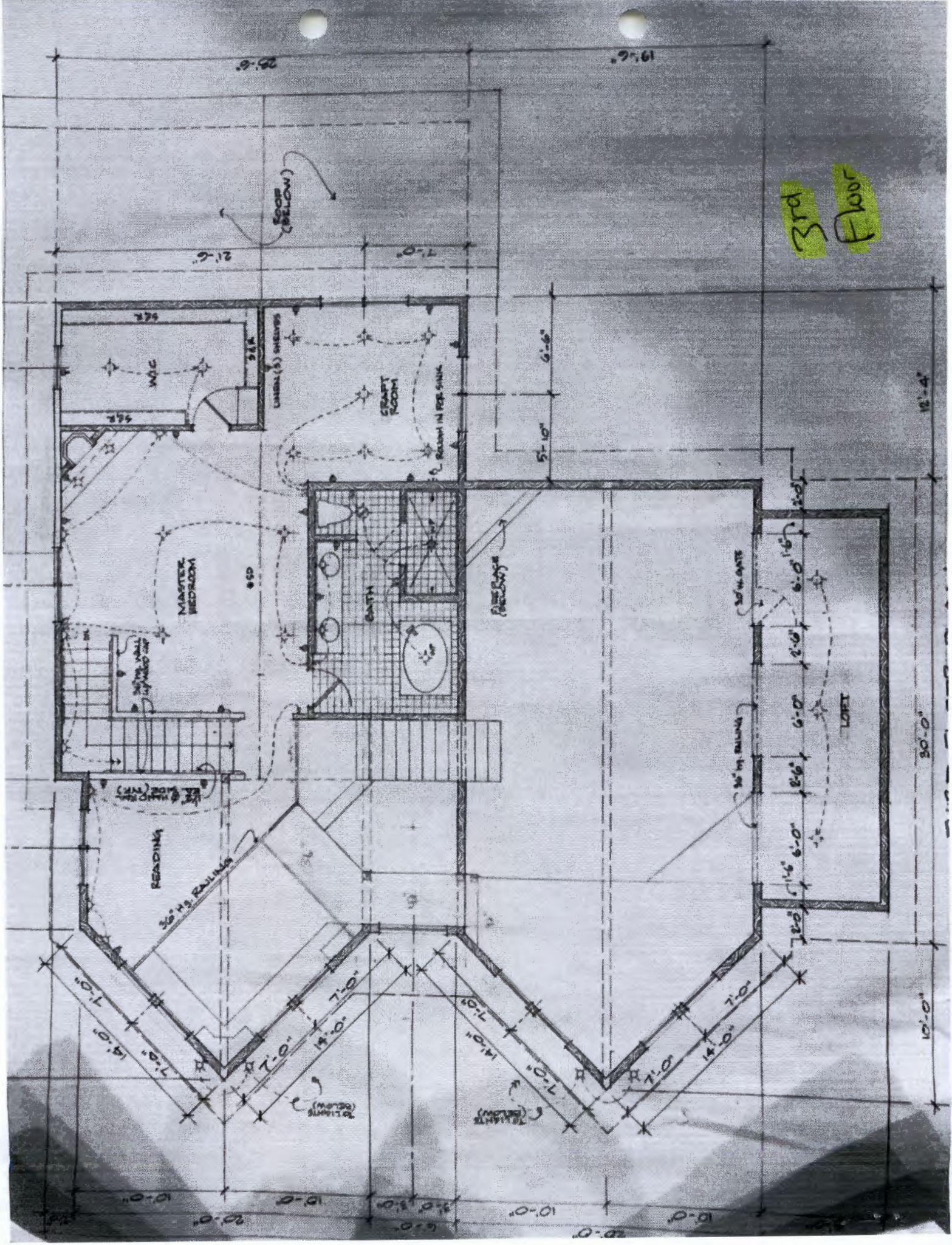
KNUTSON DRIVE

SUBDIVISION

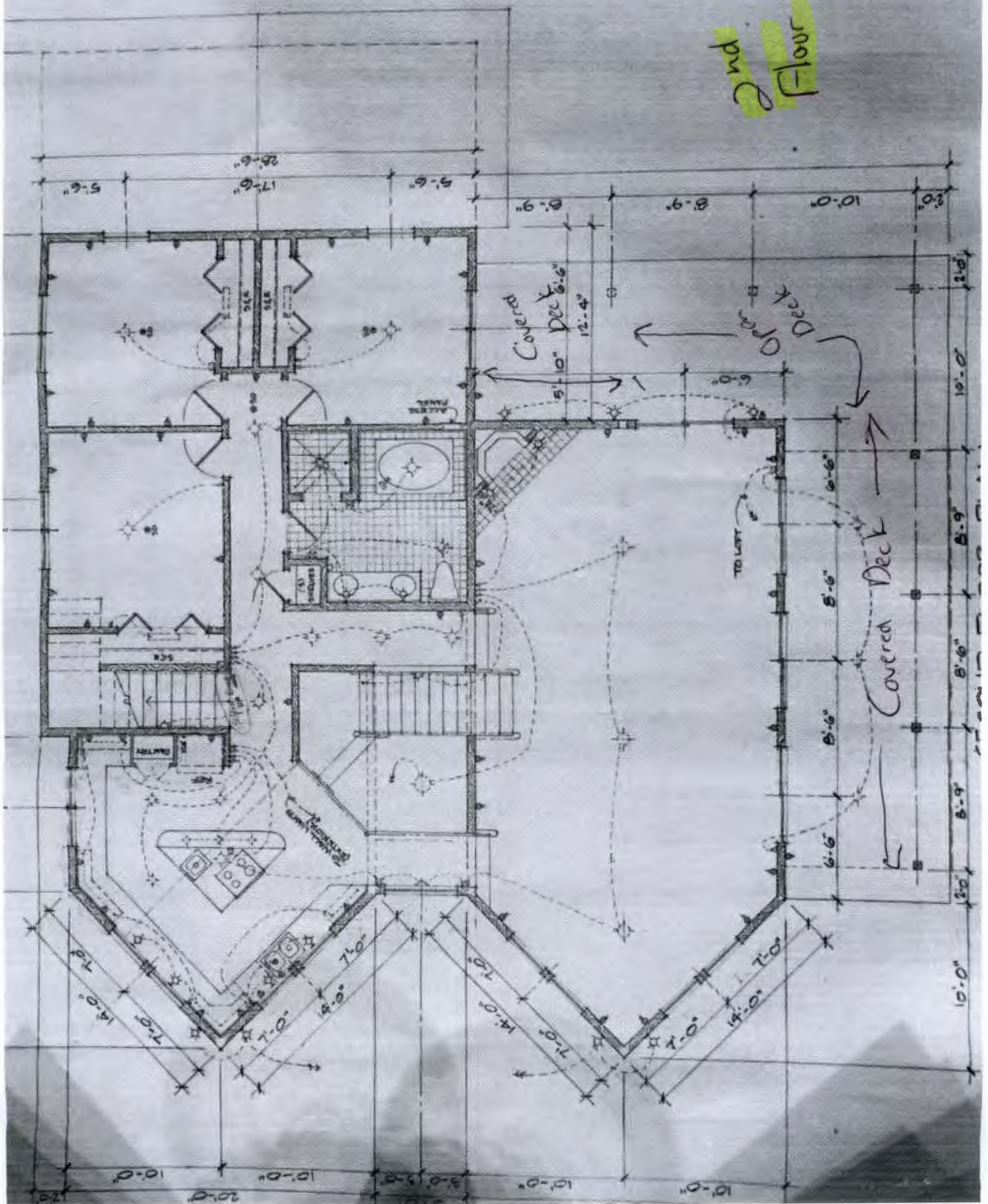
PHASE

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CLIENT NOTE FROM



2nd Flour



Attachment B

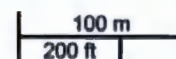
Staff Materials



City & Borough of Sitka, Alaska

Selected Parcel: 116 Knutson Dr ID: 31003017

Printed 2/28/2018 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.





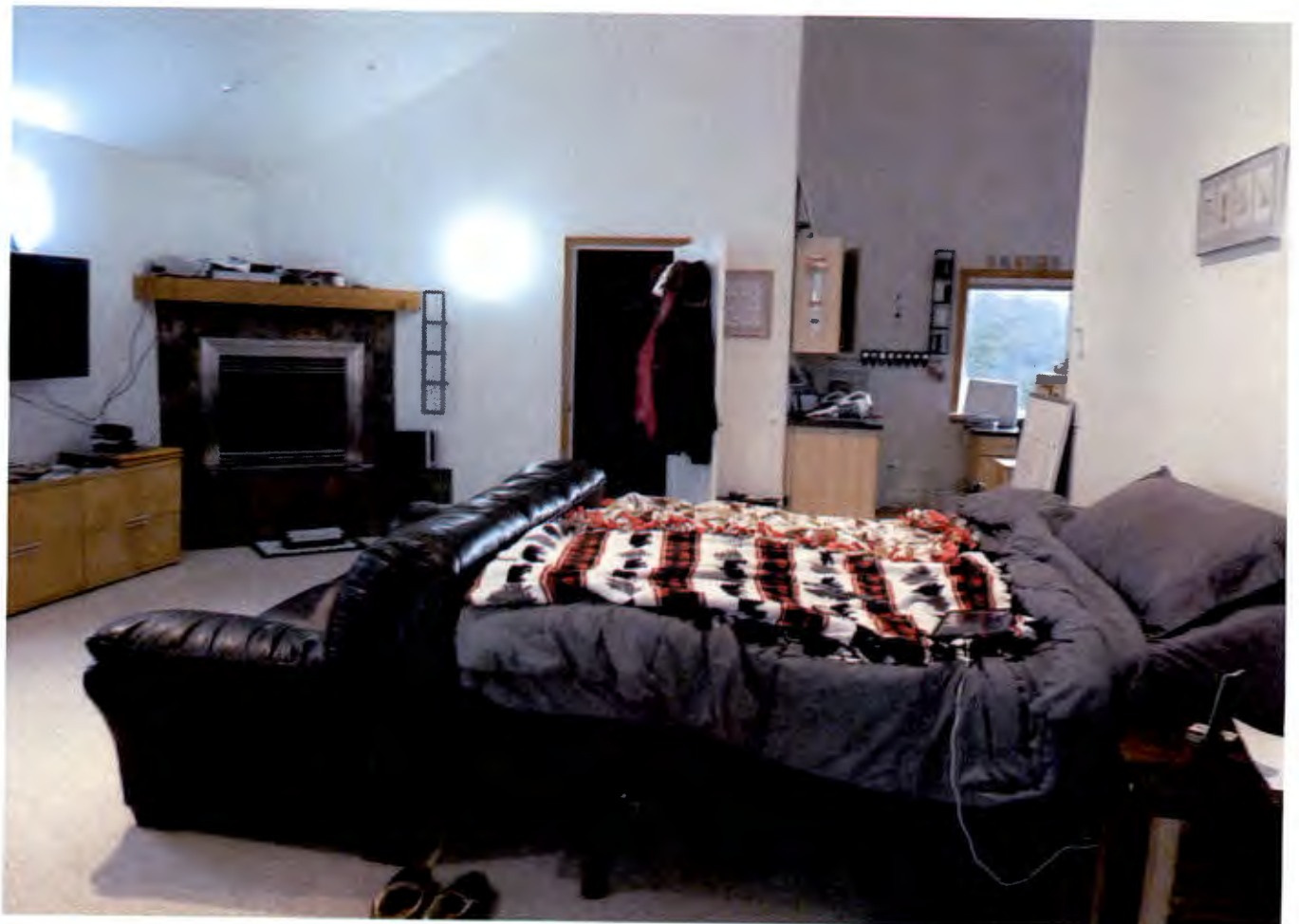




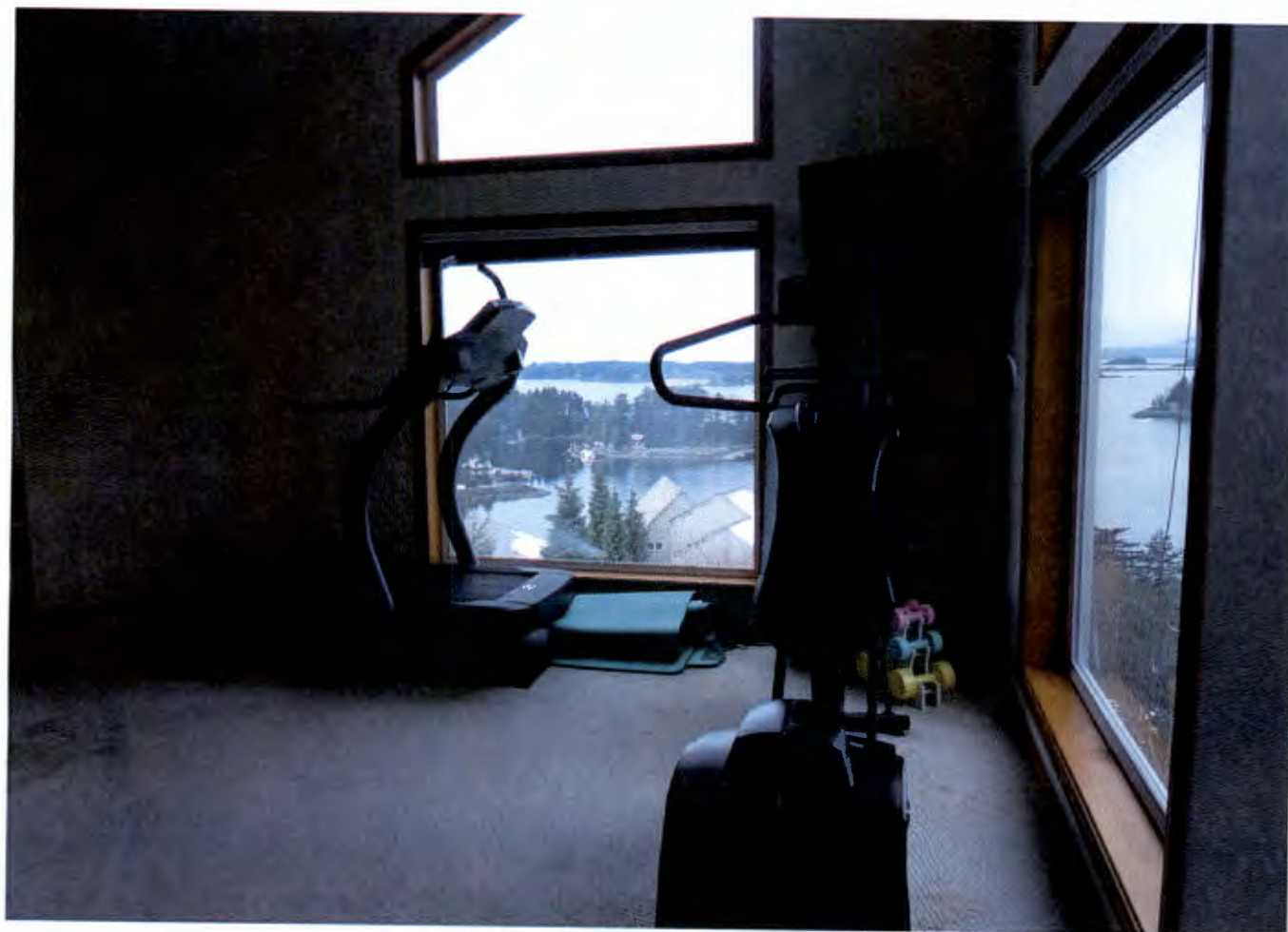












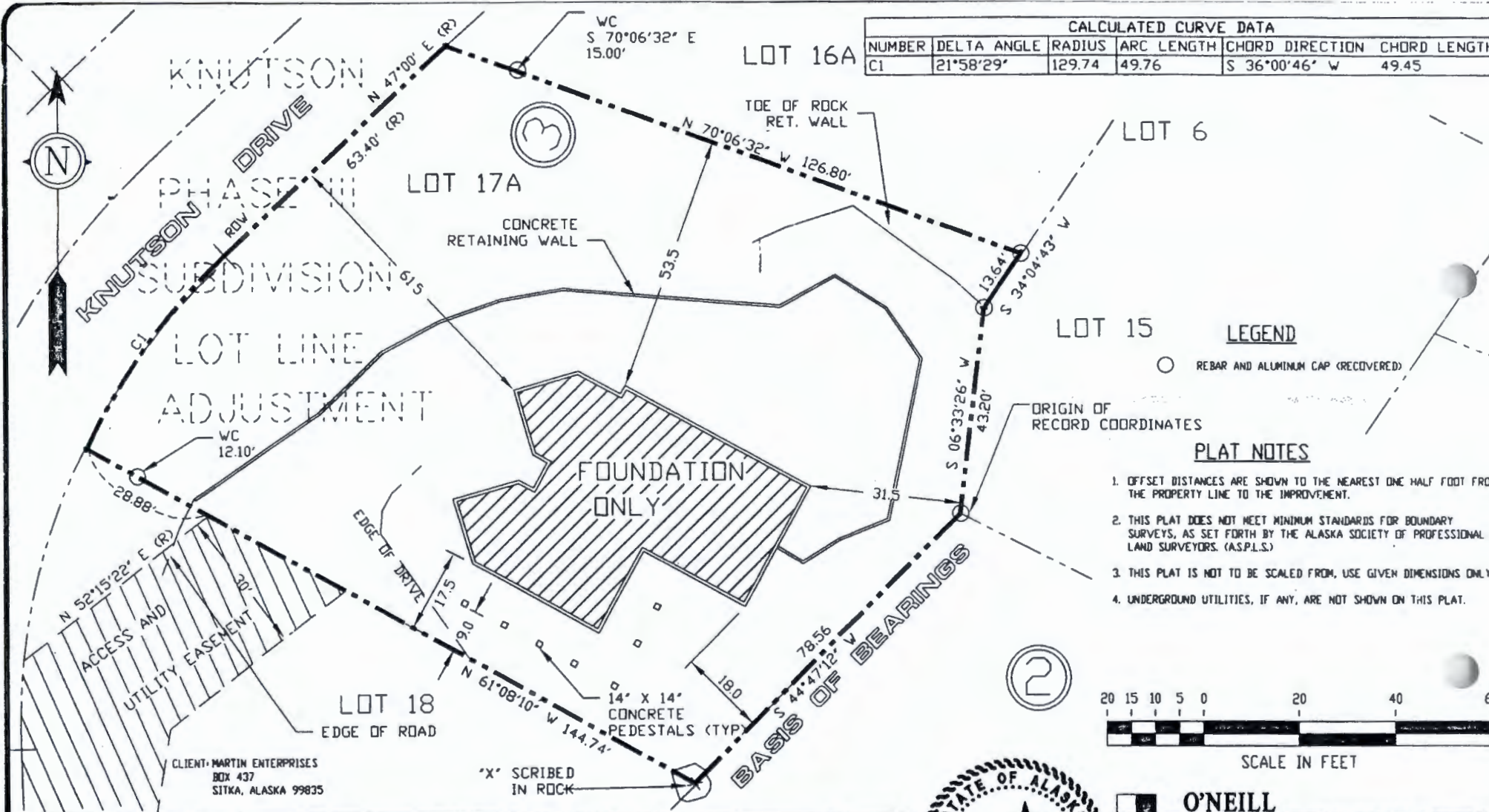








116 Knutson



CALCULATED CURVE DATA					
NUMBER	DELTA ANGLE	RADIUS	ARC LENGTH	CHORD DIRECTION	CHORD LENGTH
C1	21°58'29"	129.74	49.76	S 36°00'46" W	49.45

DRAWN BY: VAD/ACAD
CHECKED BY: PKO
DATE PLATTED: 20.01.04
DATE SURVEYED: 9.11.04
SCALE: 1"=20'
SURVEYOR: PATRICK K. O'NEILL
PROJ NO: 20038-35-00

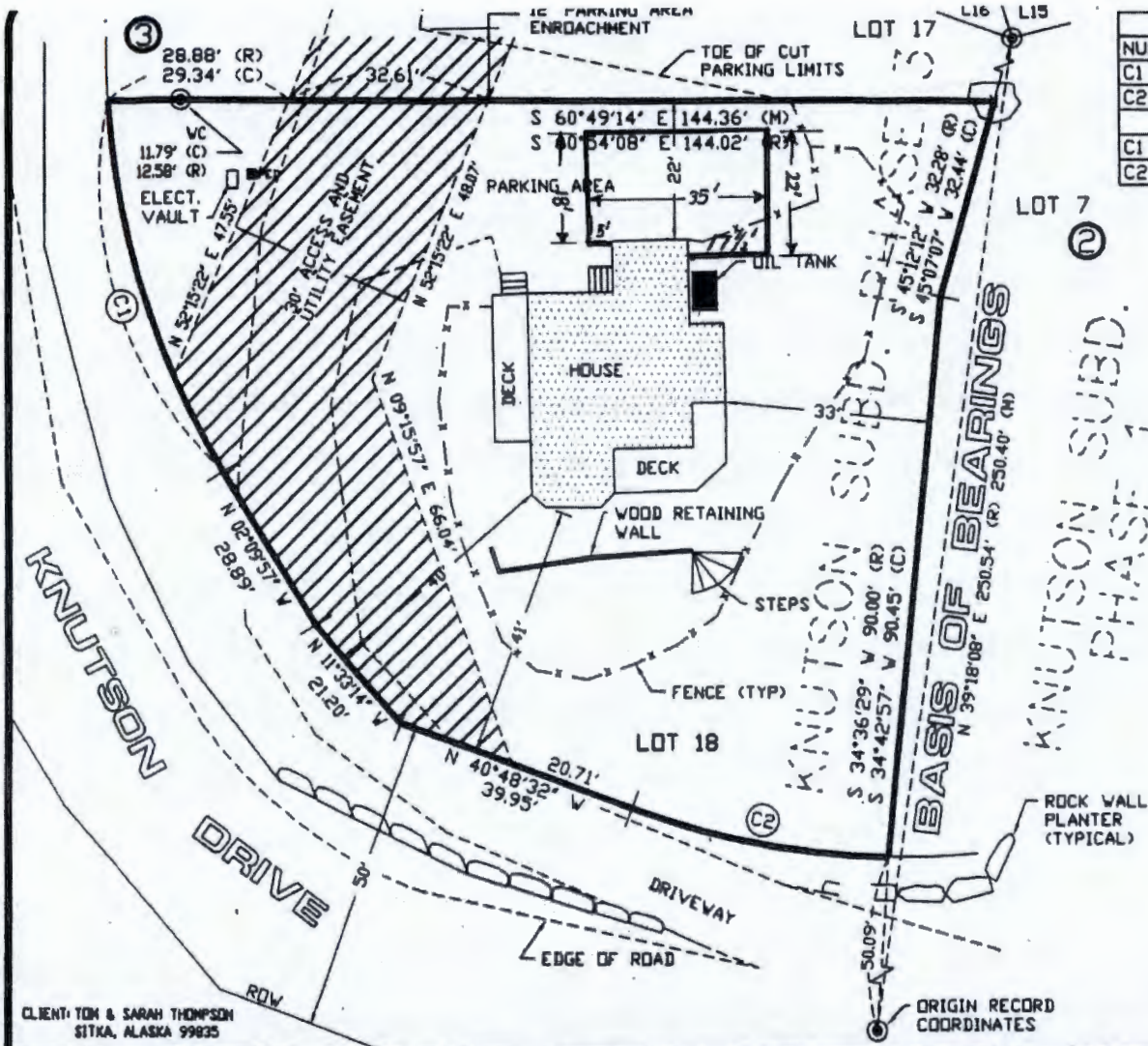
SURVEYOR'S CERTIFICATE
I HEREBY CERTIFY THAT I HAVE SURVEYED THE PROPERTY DESCRIBED ON THIS PLAT. I DECLARE THAT IMPROVEMENTS AND VISIBLE ENCROACHMENTS HAVE BEEN ESTABLISHED TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF. THIS SURVEY IS FOR THE USE OF LENDING INSTITUTIONS SPECIFICALLY TO SHOW ANY CONFLICTS BETWEEN EXISTING STRUCTURES AND PLATTED LOT LINES OR EASEMENTS. UNDER NO CIRCUMSTANCES SHOULD THE DATA HEREON BE USED FOR POSITIONING ADDITIONAL STRUCTURES, BUILDING FENCES, OR LOCATING BOUNDARY LINES. IT IS THE RESPONSIBILITY OF THE OWNER TO VERIFY THAT IMPROVEMENTS SITUATED ON THIS PARCEL MEET ALL SUBDIVISION COVENANTS AND ZONING ORDINANCES. 0 CORRS. SET.
7/20/04
PATRICK K. O'NEILL L.S. 6304



O'NEILL
SURVEYING AND ENGINEERING
P.O. BOX 1849 SITKA, ALASKA 99835
FOUNDATION AS-BUILT SURVEY
LOT 17A
KNUTSON PHASE III
LOT LINE ADJUSTMENT

V 04-26

114 Knutson



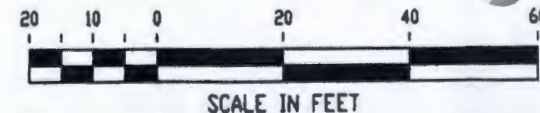
RECORD CURVE DATA					
NUMBER	DELTA ANGLE	RADIUS	ARC LENGTH	CHORD DIRECTION	CHORD LENGTH
C1	27°14'13"	129.74	61.68	N 11°27'01" E	61.10
C2	18°46'00"	129.74	42.50	N 50°11'20" W	42.30
CALCULATED CURVE DATA					
C1	27°35'30"	129.74	62.48	N 11°37'48" E	61.88
C2	18°48'20"	129.74	42.59	N 50°12'01" W	42.40

LEGEND

- (X) "X" SCRIBED IN LOT (RECOVERED)
- (●) REBAR AND ALUMINUM CAP (RECOVERED)
- (R) RECORD DATA
- (C) COMPUTED DATA
- (M) MEASURED DATA
- IMPED UTILITY PEDISTAL

PLAT NOTES

1. OFFSET DISTANCES ARE SHOWN TO THE NEAREST ONE FOOT FROM THE PROPERTY LINE TO THE IMPROVEMENT.
2. THIS PLAT DOES NOT MEET MINIMUM STANDARDS FOR BOUNDARY SURVEYS, AS SET FORTH BY THE ALASKA SOCIETY OF PROFESSIONAL LAND SURVEYORS (A.S.P.L.S.)
3. THIS PLAT IS NOT TO BE SCALED FROM, USE GIVEN DIMENSIONS ONLY.
4. UNDERGROUND UTILITIES, IF ANY, ARE NOT SHOWN ON THIS PLAT.
5. THE POSITION OF MONUMENTED PROPERTY CORNERS DIFFERS SUBSTANTIALLY FROM RECORD LOCATIONS. MEASURED (M) OR CALCULATED (C) DATA REPRESENT THE LINE AS MONUMENTED OR CALCULATED TO BEST FIT THE MONUMENTATION.



CLIENT: TOM & SARAH THOMPSON
SITKA, ALASKA 99835

DRAWN BY: GBS/ACAD
CHECKED BY: PRO
DATE PLATTED: 4-23-01
DATE SURVEYED: 4-20-01
SCALE: 1"=20'
SURVEYOR: PATRICK K. O'NEILL
PROJ NO: 30309-01-00

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I HAVE SURVEYED THE PROPERTY DESCRIBED ON THIS PLAT. I DECLARE THAT IMPROVEMENTS AND VISIBLE ENROADMENTS HAVE BEEN ESTABLISHED TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF. THIS SURVEY IS FOR THE USE OF LENDING INSTITUTIONS SPECIFICALLY TO SHOW ANY CONFLICTS BETWEEN EXISTING STRUCTURES AND PLATTED LOT LINES OR EASEMENTS. UNDER NO CIRCUMSTANCES SHOULD THE DATA HEREON BE USED FOR POSITIONING ADDITIONAL STRUCTURES, BUILDING FENCES, OR LOCATING BOUNDARY LINES. IT IS THE RESPONSIBILITY OF THE OWNER TO VERIFY THAT IMPROVEMENTS SITUATED ON THIS PARCEL MEET ALL SUBDIVISION COVENANTS AND ZONING ORDINANCES. A CORRS. SET.

4/24/01
DATE

PATRICK K O'NEILL LS 6304



O'NEILL

SURVEYING AND ENGINEERING

P.O. BOX 1849 SITKA, ALASKA 99835

AS-BUILT SURVEY

LOT 18, BLOCK 3

KNUTSON SUBDIVISION PHASE 3

V 01-09



CITY AND BOROUGH OF SITKA

Legislation Details

File #: P 18- 03 **Version:** 1 **Name:**

Type: Subdivision **Status:** AGENDA READY

File created: 2/28/2018 **In control:** Planning Commission

On agenda: **Final action:**

Title: Public hearing and consideration of a boundary line adjustment request for 1300 and 1306 Halibut Point Road in the R-2 multifamily residential district. The properties are also known as Lot 1B Little Critter Subdivision and Unsubdivided Remainder SCLT Subdivision. The request is filed by Randy Hughey for Sitka Community Land Trust. The owners of record are Sitka Community Development Corporation, Burgess Bauder, and Victoria Vosburg.

Sponsors:

Indexes:

Code sections:

Attachments: [P18-03 1300 1306 HPR BLA Packet 16Mar2018](#)

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

Case No: P 18-03
Proposal: Boundary Line Adjustment
Applicant: Sitka Community Land Trust
Owner: Sitka Community Development Corporation, Burgess Bauder/Victoria Vosburg
Location: 1300 and 1306 Halibut Point Road
Legal Desc.: Lot 1B Little Critter Subdivision and Unsubdivided Remainder SCLT Subdivision
Zone: R-2 Multifamily Residential District
Size: Existing: 12,844 square feet and 40,393 square feet
Proposed: 16,975 square feet 34,269 square feet
Parcel ID: 1-4707-002 and 1-4707-001
Existing Use: Vet Clinic, Undeveloped (Platted for PUD Housing)
Adjacent Use: Residential, Vet Clinic, undeveloped
Utilities: Halibut Point Road
Access: Halibut Point Road

KEY POINTS AND CONCERNS:

- Incorporating past conditions of approval
- Parking, access, mixed use, harmony of use
- Loss of open area and parking area

RECOMMENDATION: Approve subject to the attached conditions of approval

ATTACHMENTS:

Attachment A: Applicant Materials (existing and proposed plats)

Attachment B: Staff Materials

REQUEST: Sitka Community Land Trust is requesting approval of a Boundary Line Adjustment to a final approved and recorded plat for a planned unit development subdivision (PUD) and Litter Critter Subdivision. The PUD Plat was recorded on January 25, 2018 (Plat 2018-1). Since the Plat has not been officially recorded for at least 18 months, the Planning Director can't approve the BLA and this authority rests upon the Planning Commission (SGC 21.16.010.A)

The lot line adjustment would give approximately 6,124 square feet of land area to Lot 1 of the Litter Critter Subdivision, and reduce the SCLT's unsubdivided remainder area that was reserved for parking area and open space. The unsubdivided remainder area is currently approx. 40,393 sf, and the proposal would reduce it to approx. 34,269 sf.

BACKGROUND:

The Planning Commission approved the final plat of the major subdivision during the April 18, 2017 meeting on a 3-1 vote. Preliminary approval was granted March 21, 2017 on a 3-1 vote and concept approval was granted April 19, 2016 on a 3-1 vote.

On October 3, 2006, the community voted to sell 1306, 1410, and 1414 Halibut Point Road for the purpose of affordable housing development, not subject to competitive bid. On November 24, 2015, the Assembly voted to transfer 1306 Halibut Point Road to Sitka Community Development Corporation for the purpose of promoting permanently affordable home ownership by placing affordable homes on the market. The SCLT operates as a land trust, where private owners purchase homes but the land trust retains ownership of the land. Land is leased to homeowners on long term agreements. The applicant can describe their model in more detail.

The subdivision divided a 61,958 square foot lot into 7 residential lots and an unsubdivided remainder to be used for parking and community space. The 7 residential lots range in net buildable area from 1,225 square feet to 2,335 square feet. These lots do not meet the R-2 multifamily residential zone's minimum square footage of 8000 square feet; however, the planned unit development process allows for design flexibility. The lots are accessed from Halibut Point Road.

Post the approval of the SCLT PUD Plat, there was concern within this Department about the purpose of the voter's initiative and the Assembly transfer for the purpose of "affordable housing." Staff discussion with the Community Affairs Director, the prior Administrator, and the Municipal Attorney about the purpose of the land sale to the SCLT and also of the Boundary Line Adjustment occurred. It was opined by the Municipal Attorney that the prospective sale of the area being adjusted by this BLA would be allowable in that the underlying Deed, which did not restrict such sale controlled in this case.

****next page****

For the SCLT Subdivision, these were the conditions of approval.

Conditions of Approval:

- 1. A complete as-built survey will be required to capture all existing utilities on the parcel (including drainage, prospective French drain, etc.).**
- 2. Plat notes and development shall ensure no encroachment on city assets or existing utility easements.**
- 3. Parking shall be provided on-site, off-street, in the amount of 1.5 spaces per dwelling unit.**
- 4. The boundary of the building footprints are the maximum size of buildings allowed within each lot and shall act as setbacks. No variances shall be granted for deviations from plat setbacks as shown and noted on the final plat. Note: Setbacks are measured from lot lines to drip lines/eaves.**
- 5. Any grading or geotechnical work performed or required on the property shall obtain any applicable permit(s) and be completed by an appropriate professional. It should be noted that there could be additional development costs associated with slope stabilization.**
- 6. Installation of water and sewer mains would require engineered plans and approvals via Alaska Department of Environmental Conservation. In addition, CBS would require a clear understanding of the ownership of new utility lines, easements, and perhaps shared user agreements.**
- 7. Alaska Department of Transportation is the jurisdiction for approving driveway permits along Halibut Point Road. Applicant should consult with the DOT regarding traffic and driveway plans. All applicable DOT approvals shall be received prior to use of any driveways, parking lots, or access points.**
- 8. All easement, access, and utility agreements shall be approved by Public Works and the Planning and Community Development Department prior to recording. Such agreements shall be referenced on the plat, via a note, and shall be recorded prior to Final Plat being recorded.**

Motion PASSED 3-1 with Spivey voting against.

Title 21

The purposes of the subdivision regulations are: to promote and protect the public, health, safety and welfare; provide for appropriate roads, streets, and access; provide for useful, adequate and convenient open space; provide for means for efficient transportation, mobility, and access; assure adequate utilities; provide for emergency response accessibility; provide adequate recreation, light, and air; avoid population congestion; facilitate orderly development and growth; and accurate surveying.¹

¹ SGC 21.04.020

Title 22

The R-2 Multifamily residential district is intended primarily for single-family and multi-family residences at moderately high population densities (SGC 22.16.050.A). Open space shall be provided in all R-2 residential projects in the amount of 100 s.f. per unit, so in this case that would be at least 700 square feet of open space, which the project far exceeds. In addition, such space shall be separated or fenced so as to avoid open space being used for parking or storage or another use outside of open space (recreational purposes) (SGC 22.16.050.B).

Project Analysis

Site: The site being adjusted is subject to underlying conditions of approval. The important issues include parking, open space, access, and utilities. Parking will need to be shown as conditioned. Open space will need to be reserved and preserved as conditioned. Utilities and access will have to remain as conditioned.

Utilities: All utilities shall be developed as approved and conditioned in the SCLT Subdivision (P 16-04) and utility easements shall not be altered. Building permits may not be issued until water and sewer utilities are installed.²

Access, Roads, Transportation, and Mobility: Direct access from Halibut Point Road.³ Additionally, driveway permits must be obtained from CBS Public Works and Alaska DOT.

Public, Health, Safety and Welfare: There could be impact from mixed use of the parking area and open space. More detail as to arrangement of parking and open space is needed. SGC 20.01 does not apply for two reasons: 1) the proposed BLA is exempt from being included as major construction activity and 2) is not within a restricted landslide area.

Rec, Light, Air: Changes to open space could impact opportunities for recreation. Closer development between lots could impact light and air.

Orderly and Efficient Layout and Development: the proposed plat has significant details that differ from the approved SCLT Plat 2018-1. Details noting setbacks, footprints, parking area and open space have been omitted. For clarity and consistency, it shall be conditioned to include all information from Plat 2018-1 on the final BLA plat including all applicable plat notes. It will be allowable to distinguish between plat notes & conditions of approval that apply to the SCLT side and those that apply to the other side (Vet Clinic).

Comprehensive Plan

The proposed boundary line adjustment complies with Comprehensive Plan Section 2.4.19 by going through the required subdivision process.

² SGC 21.40.130(H)

³ SGC 21.40.120

Recommendation and Motions

It is recommended that the Planning Commission adopt the staff analysis and findings as found in the written staff report and move to approve the boundary line adjustment plat subject to conditions of approval.

1) I move to find that:

- a. As conditioned, the boundary line adjustment plat does meet its burden of proof as to access, open space, utilities, easements, and parking.
- b. As conditioned, the boundary line adjustment plat does comply with the Comprehensive Plan Section 2.4.19 by going through the required subdivision process;
- c. As conditioned, the boundary line adjustment plat does comply with the subdivision code as to appropriate open space, parking, access, easements, and utilities; and
- d. As conditioned, the boundary line adjustment plat is not injurious to the public health, safety, and welfare and further that the proposed plat notes and conditions of approval protect the harmony of use and the public's health, safety and welfare.

2) I move to approve the boundary line adjustment request for 1300 and 1306 Halibut Point Road in the R-2 multifamily residential district. The properties are also known as Lot 1B Little Critter Subdivision and Unsubdivided Remainder SCLT Subdivision. The request is filed by Randy Hughey for Sitka Community Land Trust. The owners of record are Sitka Community Development Corporation, Burgess Bauder, and Victoria Vosburg.

a. Conditions of Approval.

1. All conditions of approval from the prior SCLT approval (P 16-04) as referenced in this written staff report are hereby incorporated and adopted into this approval. Conditions that apply only to the SCLT side of things are allowed to be distinguished from conditions that do not apply to the Vet side of things. However, access and utility easements shall serve the intended purposes of the SCLT approvals and conditions.
2. All plat notes from plat 2018-1 shall be included in the BLA plat. Notes that apply only to the SCLT side are allowed to be distinguished.
3. All germane and pertinent details shown on Plat 2018-1 shall be included in the BLA and shall include, but not be limited to:
 1. Designating the parking and open space areas
 2. Including all footprints of the 7 residential lots
 3. Showing all setbacks
 4. Providing all area dimensions and totals
4. A parking plan shall be provided that meets the required parking as conditioned for the SCLT that shall at least provided 1.5 spaces per dwelling unit, and shall incorporate applicable aisle widths and ingress and egress.
5. All access and design standards shall be met including local and state permits and regulations.

Attachment A

Applicant Materials



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:

a boundary line adjustment between the Halibut Point Cottages & the Pete's Choice Animal Hospital to create parking for the hospital.

PROPERTY INFORMATION:

CURRENT ZONING: R-1 PROPOSED ZONING (if applicable): —

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

APPLICANT INFORMATION:

PROPERTY OWNER: Sitka Community Land Trust

PROPERTY OWNER ADDRESS: PO BOX 6461

STREET ADDRESS OF PROPERTY: 1306 HPR

APPLICANT'S NAME: Randy Hughey

MAILING ADDRESS: PO BOX 6461

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

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 _____

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 _____

Samantha Pierson

From: Victoria Vosburg <baldeaglevet@gmail.com>
Sent: Thursday, February 22, 2018 3:50 PM
To: Samantha Pierson; Randy Hughey
Subject: boundary line adjustment

Burgess Bauder and I authorize the adjustment of the boundary line at 1300 HPR.

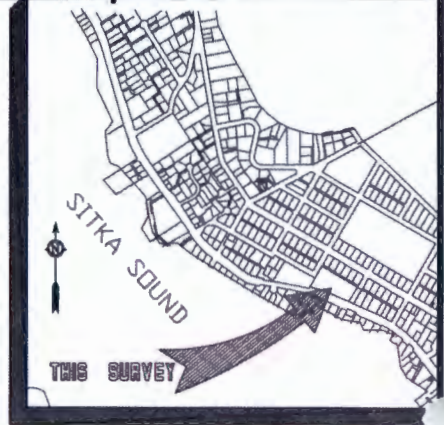
--
Victoria Vosburg, DVM
Pet's Choice Veterinary Hospital
Alaska Raptor Center Consulting Veterinarian
Sitka Mountain Rescue/Sitka Volunteer Fire Department Incident Management Team
Audubon Christmas Bird Count Coordinator

Randy Hughey
Sitka Community Land Trust
Project Manager

Application narrative

We are requesting a boundary line adjustment between Pet's Choice Animal Hospital and the Halibut Point Cottages CLT neighborhood. The clinic does not really have parking and we have allowed for this sale in our cottage neighborhood design. There is a plat now in the Planning office which shows the proposed new property lines. The survey has been completed and the monuments are in place.

Proposed



VICINITY MAP
SCALE 1"=1,000'
LEGEND

- ⊕ PRIMARY CONTROL MONUMENT RECOVERED (BRASS CAP)
- ⊕ BLK/GLO PRIMARY BRASS CAP (RECOVERED)
- SECONDARY MONUMENT (CSET)
- SECONDARY MONUMENT (RECOVERED)
- RECORDED DATA
- COMPUTED DATA
- MEASURED DATA

NOTES

- 1) THE PURPOSE OF THIS PLAT IS TO INCREASE THE OVERALL SQUARE FOOTAGE OF LOT 1B LITTLE CRITTER SUBDIVISION BY 4,132 SF.
- 2) THE MUNICIPALITY IS PARTY TO ALL EASEMENTS AND PLAT NOTES. THEY SHALL NOT BE MODIFIED WITHOUT APPROVAL OF THE PLATTING BOARD. THERE SHALL BE NO ENCROACHMENTS ON CITY ASSETS OR EASEMENTS.



SCALE IN FEET
SITKA RECORDING DISTRICT

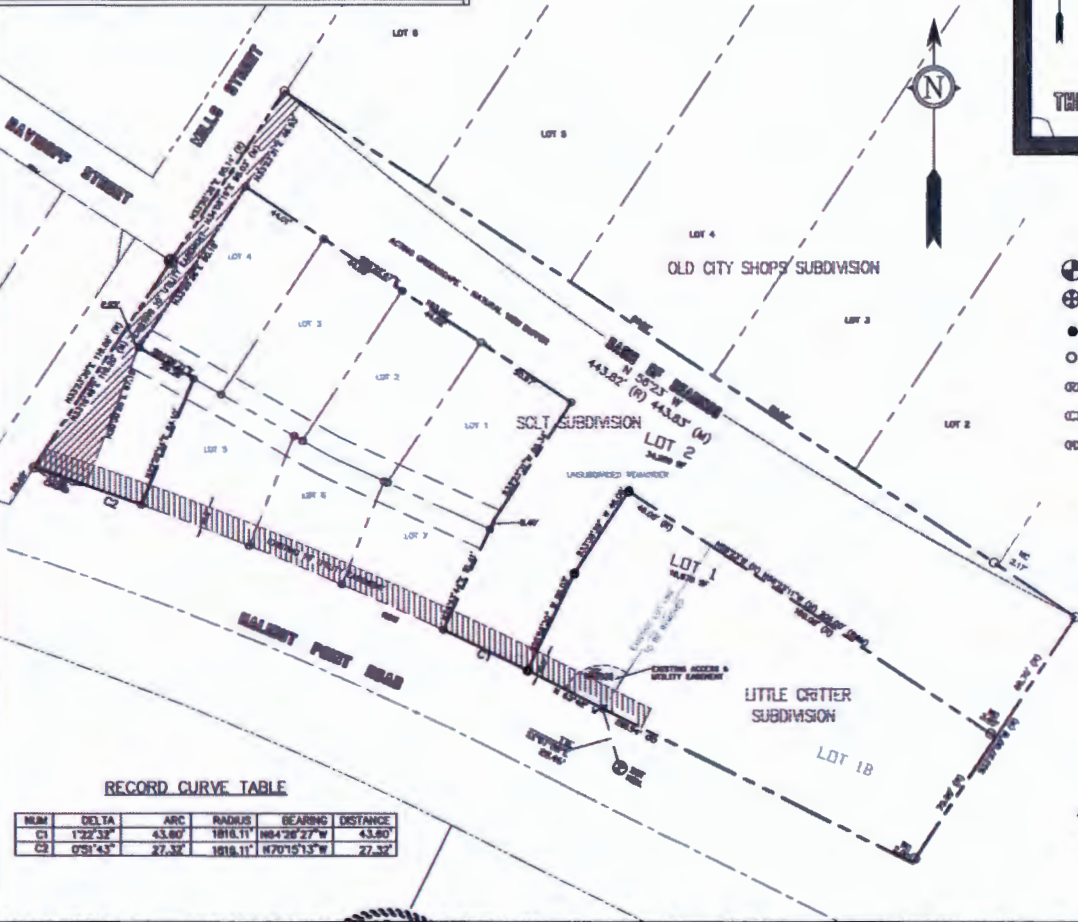
CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

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:

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

DATED THIS ____ DAY OF ____
20 __, AT SITKA, ALASKA.

FINANCE DIRECTOR
CITY & BOROUGH OF SITKA



RECORD CURVE TABLE

BLK	DELTA	ARC	RADIUS	BEARING	DISTANCE
C1	1°22'33"	43.80'	1816.11'	N84°26'27"W	43.80'
C2	0°51'43"	27.32'	1816.11'	N70°15'13"W	27.32'

CERTIFICATE OF OWNERSHIP AND DEDICATION

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

DATE _____ OWNER _____ (SIGNATURE)

DATE _____ OWNER _____ (SIGNATURE)

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
STATE OF ALASKA
CITY & BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS ____ DAY OF ____, 20 __, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED:

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUALS MENTIONED AND WHO EXECUTED THE VOUCHER PLAT AND ____ ACKNOWLEDGED TO ME THAT ____ SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

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

MY COMMISSION EXPIRES: _____

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

CERTIFICATE STATE OF ALASKA
(FIRST JUDICIAL DISTRICT)

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

AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR 20 __ WILL BE DUE ON OR BEFORE AUGUST 31, 20 __. DATED THIS ____ DAY OF ____.

ASSESSOR, CITY AND BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD

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

CHAIRMAN, PLATTING BOARD

SECRETARY

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREIN HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA ASSEMBLY, AS RECORDED UNDER SERIAL NUMBER ____ DATED ____ 20 __, AND THAT THE PLAT SHOWN HEREIN HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX-OFFICIO RECORDER, SITKA, ALASKA.

CLERK

CITY AND BOROUGH CLERK

North 57°
land surveying
CH20 747-6700 425-F 3RD STREET, SITKA, AK
MAILING ADDRESS - 2807 CHOCOMA CREEK ROAD, SITKA, AK 99835
EMAIL: nls@north57surveying.com

BY	DATE	REV.	DESCRIPTION OF CHANGE
RECORD OF REVISIONS			



DESIGNED BY: J. SWELL
DRAWN BY: J. SWELL
CHECKED BY: _____
DATE OF PLAT: 06.28.2018
SCALE: 1" = 40'
DRAWING NAME: 0000-02
PROJECT NO. 40038-02

SURVEYOR'S CERTIFICATE
I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN ____ 20 __, A SUBJECT 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 THIS SURVEY, AND THAT ALL EASEMENTS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.

LITTLE CRITTER LLA
LOT 12, LITTLE CRITTER SUBD.
AND A POR. OF THE UNSUBDIVIDED
REMANDEE OF SCLT SUBDIVISION
CLIENT: SITKA COMMUNITY LAND TRUST

Current

CERTIFICATE OF OWNERSHIP AND DEDICATION

WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ABSTAIN 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 12/28/17 Michael J. McConnell
OWNER Eric Director (SIGNATURE)

DATE _____ OWNER _____ (SIGNATURE)

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
STATE OF ALASKA
CITY & BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS 28 DAY OF December 2017, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND PERSONALLY APPEARED
Michael J. McConnell, Executive Director

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUALS MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND She ACKNOWLEDGED TO ME THAT She SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR FIRST RECORDED FIRST HEREIN WRITTEN

MY COMMISSION EXPIRES 1-26-2020 My Commission Expires Jan 26, 2020

Ruth M. Joubert
NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

CERTIFICATE OF STATE OF ALASKA (FIRST JUDICIAL DISTRICT)

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND ASSESSOR FOR THE CITY & BOROUGH OF SITKA, HEREBY CERTIFY THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY & BOROUGH OF SITKA, IN THE NAME OF
Sitka Community Development Corporation
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. MY CURRENT TAXES FOR THE YEAR 2017 WILL BE DUE ON OR BEFORE AUGUST 31, 2017. DATED THIS 28 DAY OF December.

Wendy Sorenson
ASSESSOR CITY AND BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA PLATTING BOARD, AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION NO. 14-001 DATED March 23 2013, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT REGISTRAR, EX-OFFICIO RECORDER, SITKA, ALASKA.

DATE 12/28/17 Cathy
CHAIRMAN, PLATTING BOARD

Jan Pinner
SECRETARY

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA AS RECORDED UNDER SERIAL NUMBER _____ DATED May 23 2017, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX-OFFICIO RECORDER, SITKA, ALASKA.

DATE 2 January 2018 Melvin Kershaw
NOTARY

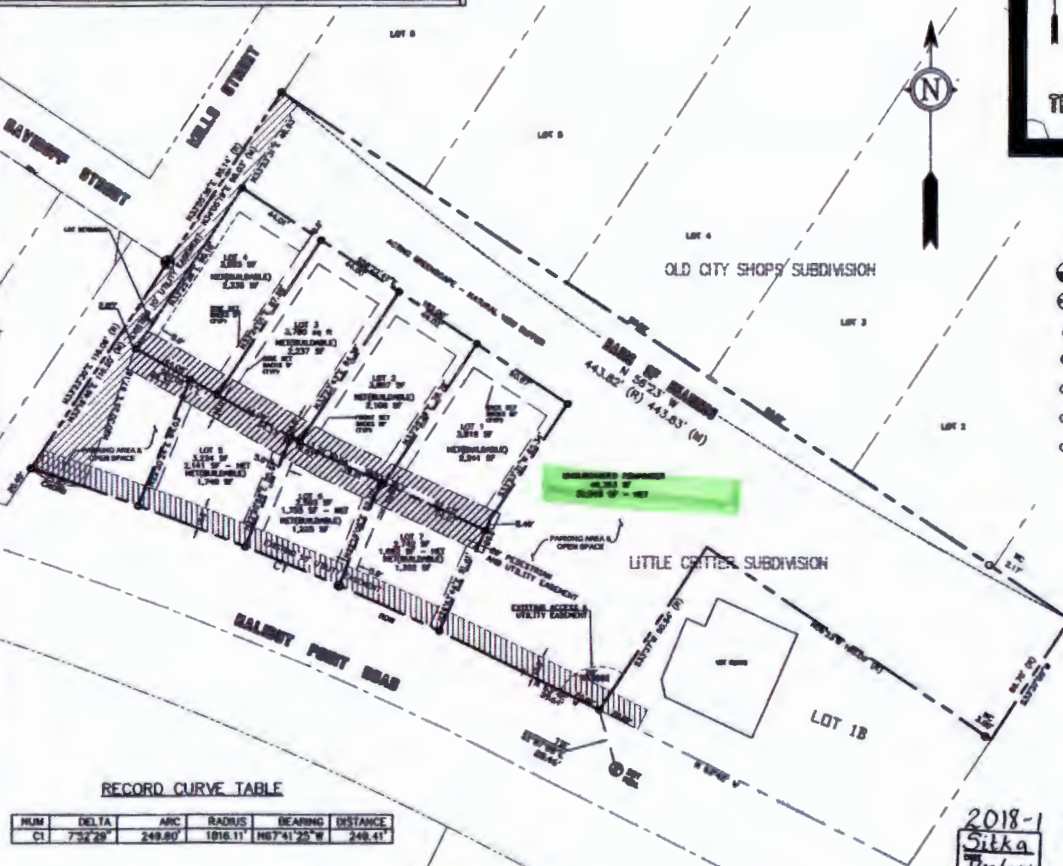
Melvin Kershaw
CITY AND BOROUGH CLERK, SITKA, ALASKA

CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND FINANCE DIRECTOR FOR THE CITY & BOROUGH OF SITKA, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS OF THE CITY & BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE RECORDS IN THE NAME OF: Sitka Community Development Corporation
(ALL OWNERS OF RECORD), AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL L.B.'S ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL.

DATED THIS 28 DAY OF December
2017, AT SITKA, ALASKA.

M. Haley
FINANCE DIRECTOR
CITY & BOROUGH OF SITKA



RECORD CURVE TABLE

NUM	DELTA	ARC	RADIUS	BEARING	DISTANCE
C1	73°22'	249.80'	1816.11'	N67°41'25"W	248.41'



VICINITY MAP

SCALE 1"=1,000'

LEGEND

- PRIMARY CONTROL MONUMENT RECOVERED (BRASS CAP)
- BLK/GLD PRIMARY BRASS CAP (RECOVERED)
- SECONDARY MONUMENT (CST)
- SECONDARY MONUMENT (RECOVERED)
- RECORDED DATA
- COMPUTED DATA
- MEASURED DATA

NOTES

- 1) THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE LOT 1A OF THE LITTLE CRITTER SUBDIVISION INTO 8 LOTS CREATING A PLANNED UNIT DEVELOPMENT.
- 2) THE MUNICIPALITY IS PARTY TO ALL EASEMENTS AND PLAT NOTES. THEY SHALL NOT BE MODIFIED WITHOUT APPROVAL OF THE PLATTING BOARD. THERE SHALL BE NO ENCROACHMENTS ON CITY ASSETS OR EASEMENTS.
- 3) A MAINTENANCE AGREEMENT FOR THE PEDESTRIAN AND UTILITY EASEMENT IS FILED IN THE SITKA RECORDING DISTRICT OFFICE UNDER SERIAL NO. 2018-000077-0.
- 4) CODES, COVENANTS AND RESTRICTIONS ARE FILED IN THE SITKA RECORDING DISTRICT OFFICE UNDER SERIAL NO. 2018-000077-0.



SITKA RECORDING DISTRICT

SCLT SUBDIVISION

LOT 1A, LITTLE CRITTER SUB.

CLIENT: SITKA COMMUNITY LAND TRUST

North 57°
land surveying

CHP: 740-6200 205-F 5TH STREET, SITKA, AK
MAILING ADDRESS - 5015 CASCADIA CREEK ROAD, SITKA, AK 99583
EMAIL: north57landsurveying@yahoo.com



DESIGNED BY: _____
DRAWN BY: _____
CHECKED BY: _____
DATE OF PLAT: 12-28-17
SCALE: 1"=50'
DRAWING NAME: SCLT SUB
PROJECT NO: 40038-01

SURVEYOR'S CERTIFICATE
I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT ON Dec 28, 2017, A SURVEY OF THE HEREIN DESCRIBED LAND 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.
Dec 28, 2017 J. G. O'Brien
DATE DATE OF SURVEY

BY	DATE	REV.	DESCRIPTION OF CHANGE

RECORD OF REVISIONS

Current

CERTIFICATE OF OWNERSHIP AND DEDICATION

THE CITY AND BOROUGH OF SITKA HEREBY CERTIFIES THAT THEY ARE THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT THEY HEREBY ADMIT THIS PLAN OF SUBDIVISION WITH THEIR FREE CONSENT AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS, AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE 5-24-05
 REPRESENTATIVE [Signature]
 AUTHORIZED TO SIGN

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
 STATE OF ALASKA
 CITY & BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS 24 DAY OF MAY, 2005, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED [Signature]

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

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

MY COMMISSION EXPIRES 4-15-07

[Signature]
 NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA



CERTIFICATE STATE OF ALASKA FIRST JUDICIAL DISTRICT

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

CITY OF SITKA
 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 AUGUST 31, 2005, DATED THIS DAY OF JULY 23, 2005
[Signature]
 ASSESSOR, CITY AND BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA PLATTING BOARD, AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION NO. 2005-8 DATED 5-24-05, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, SITKA, ALASKA.

DATE 5/23/05
[Signature]
 DISTRICT MAGISTRATE

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA ASSEMBLY AS RECORDED IN MINUTE BOOK PAGE 20 DATED 5-23-05

AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX-OFFICIO RECORDER, SITKA, ALASKA.
 DATE 5-23-05
[Signature]
 MAYOR (Deputy)
 CITY AND BOROUGH CLERK - Acting Deputy 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, NO FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE RECORDS IN THE NAME OF: CITY OF SITKA

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

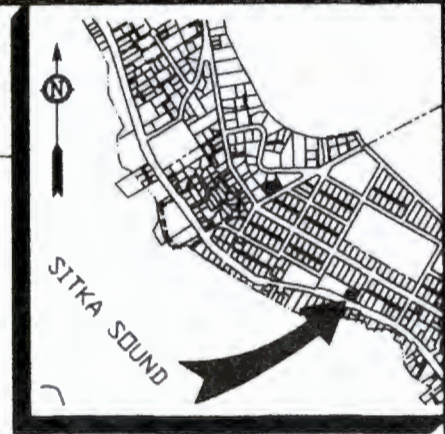
DATED THIS 23 DAY OF May, 2005, AT SITKA, ALASKA.

[Signature]
 FINANCE DIRECTOR
 CITY & BOROUGH OF SITKA

EDGECLIFF DRIVE



LOT 3 LOT 2 LOT 1



VICINITY MAP

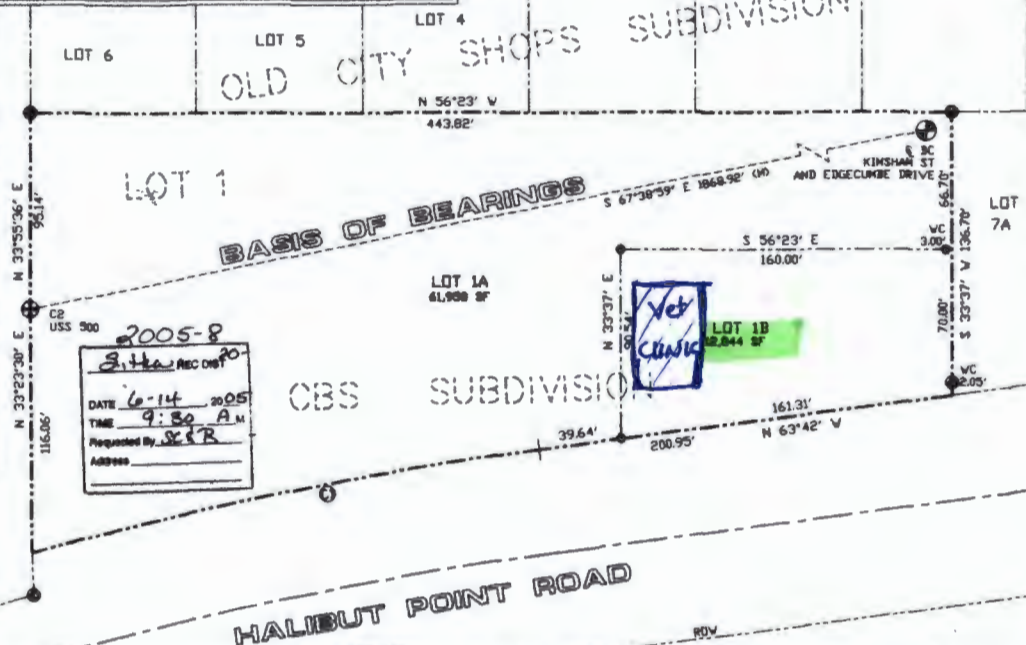
SCALE 1"=1,000'

LEGEND

- ⊕ PRIMARY CONTROL MONUMENT RECOVERED (BRASS CAP)
- ⊕ BULK/OLD PRIMARY BRASS CAP (RECOVERED)
- SECONDARY MONUMENT (SET)
- REBAR AND YPC (RECOVERED)
- REBAR (RECOVERED)
- ⊕ REBAR AND ALUM. CAP (RECOVERED)
- Ⓢ RECORDED DATA
- Ⓢ COMPUTED DATA
- Ⓢ MEASURED DATA

CURVE DATA:

- ⊕ Δ = 7°32'29"
- ⊕ R = 1806.31'
- ⊕ L = 249.62'
- ⊕ CHD L = 249.41'
- ⊕ CHD BNG = N 67°41'29" V



LITTLE CRITTER SUBDIVISION

LOT 1
 CBS SUBDIVISION

CLIENT: CITY AND BOROUGH OF SITKA

O'NEILL
 SURVEYING AND ENGINEERING

BOX 1869 SITKA, ALASKA 99805
 PHONE: (907) 747-0700
 FAX: (907) 747-0700
 EMAIL: don@ooneillsurveying.com

BY	DATE	REV.	DESCRIPTION OF CHANGE
RECORD OF REVISIONS			



DESIGNED BY: [Signature]
 DRAWN BY: [Signature]
 CHECKED BY: [Signature]
 DATE OF PLATTING: 5-24-05
 SCALE: 1" = 80'
 DRAWING NUMBER: 30014-109-00
 PROJECT NO: 30014-109-00

SURVEYOR'S CERTIFICATE
 I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN Alaska, A MONUMENT 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.
[Signature]
 SURVEYOR

LOT 6

LOT 5

OLD CITY SHOPS SUBDIVISION

LEGEND

- ⊕ PRIMARY BRASS CAP (RECOVERED)
- REBAR AND PLASTIC CAP (RECOVERED)
- ⊙ REBAR AND ALUMINUM CAP (RECOVERED)
- ⊖ RECORD DATA
- ⊖ COMPUTED DATA
- ⊖ MEASURED DATA

BASIS OF BEARINGS
 $S 67^{\circ}38'59'' E 1868.92'$ (C)
 $N 62^{\circ}05'28'' W 285.76'$ (C)

PLAT NOTES

1. OFFSET DISTANCES ARE SHOWN TO THE NEAREST ONE HALF FOOT FROM THE PROPERTY LINE TO THE IMPROVEMENT.
2. THIS PLAT DOES NOT MEET MINIMUM STANDARDS FOR BOUNDARY SURVEYS, AS SET FORTH BY THE ALASKA SOCIETY OF PROFESSIONAL LAND SURVEYORS (ASPLS).
3. THIS PLAT IS NOT TO BE SCALED FROM, USE GIVEN DIMENSIONS ONLY.
4. UNDERGROUND UTILITIES, IF ANY, ARE NOT SHOWN ON THIS PLAT.

LOT 1A

CBS SUBDIVISION

LOT 1B

LITTLE CRITTER SUBD.

FOUNDATION

GUY ANCHOR

POWER POLE

ROW

HALIBUT POINT ROAD

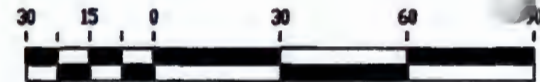
CLIENT: BURGESS BOWEN
 BOX 277
 SITKA, ALASKA 99835

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I HAVE SURVEYED THE PROPERTY DESCRIBED ON THIS PLAT. I DECLARE THAT IMPROVEMENTS AND VISIBLE ENCROACHMENTS HAVE BEEN ESTABLISHED TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF. THIS SURVEY IS FOR THE USE OF LENDING INSTITUTIONS SPECIFICALLY TO SHOW ANY CONFLICTS BETWEEN EXISTING STRUCTURES AND PLATTED LOT LINES OR EASEMENTS. UNDER NO CIRCUMSTANCES SHOULD THE DATA HEREON BE USED FOR POSTERING ADDITIONAL STRUCTURES, BUILDING FENCES, OR LOCATING BOUNDARY LINES. IT IS THE RESPONSIBILITY OF THE OWNER TO VERIFY THAT IMPROVEMENTS SITUATED ON THIS PARCEL MEET ALL SUBDIVISION COVENANTS AND ZONING ORDINANCES, & CORRS. SET.

DATE

PATRICK K O'NEILL, L.S. 6304



SCALE IN FEET

O'NEILL

SURVEYING AND ENGINEERING

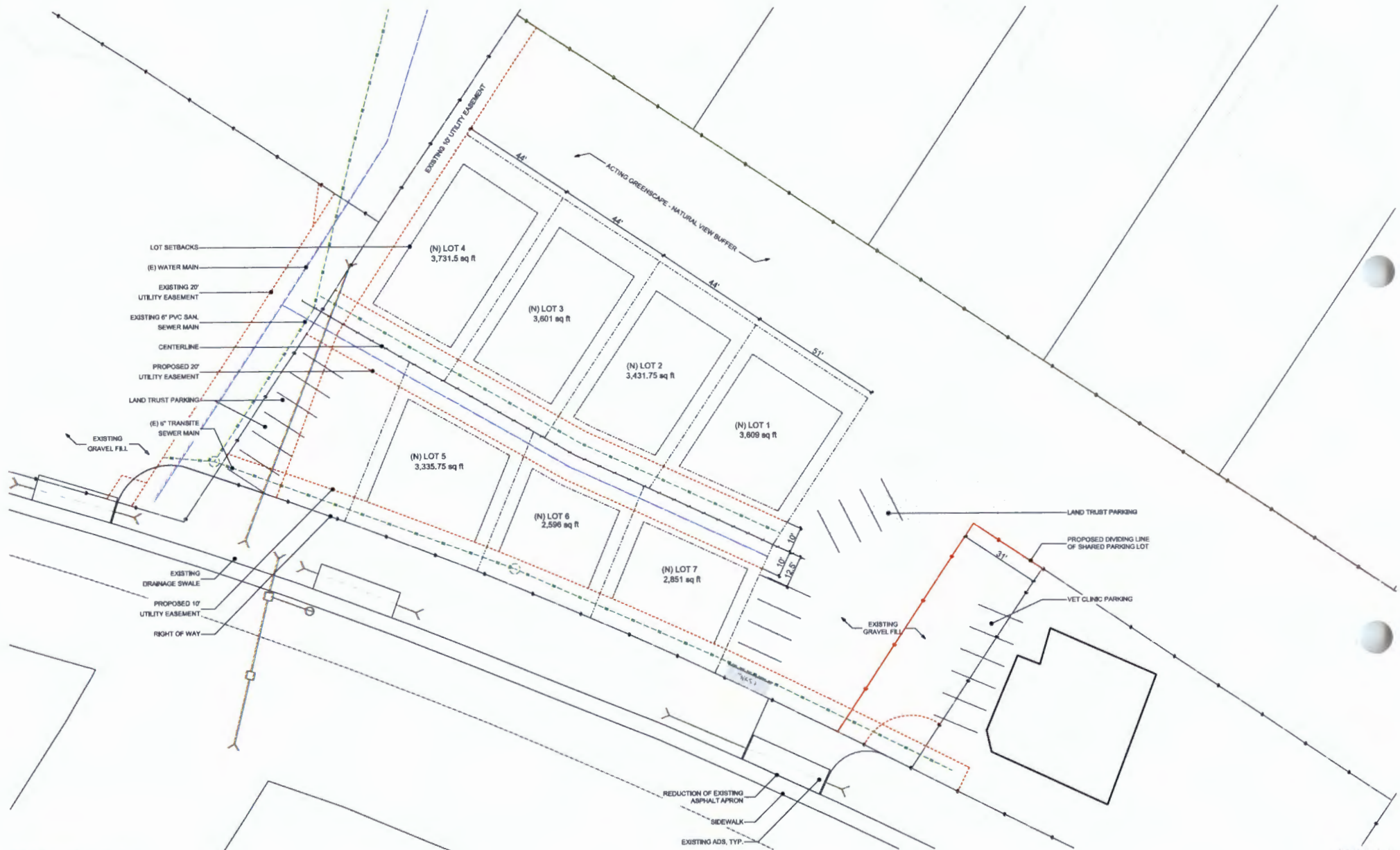
P.O. BOX 1849 SITKA, ALASKA 99835

FOUNDATION ONLY**AS-BUILT SURVEY**


LOT 1B LITTLE CRITTER SUBDIVISION

DRAWN BY: JCM/KAR
 CHECKED BY: PMH
 DATE PLATTED: 11/02/06
 DATE SURVEYED: 09/29/06
 SCALE: 1" = 30'
 SURVEYOR: PATRICK K. O'NEILL
 PROJ. NO.: 20572-01

30599-01 OCT 09, 2006 15:03:49



ALASKA
2016-000300-0
 Recording District 183 SITKA
 8/25/2016 09:06 AM Page 1 of 1



AFTER RECORDING, RETURN TO:
 City and Borough of Sitka - Municipal Clerk
 100 Lincoln Street
 SITKA, ALASKA 99835

This is to replace 2016-000152-0 for legal address revision

QUIT CLAIM DEED

The Grantor, CITY AND BOROUGH OF SITKA, 100 Lincoln Street, Sitka, Alaska 99835, for and in consideration of the sum of \$1.00, conveys and quit claims to Grantee, Sitka Community Development Corporation, the following designated property which is located in the Sitka Recording District of Alaska:

Lot One A (1A), Little Critter Subdivision, according to the official plat thereof, Recorded as Plat Number 2005-8, Records of the Sitka Recording District, First Judicial District, State of Alaska.

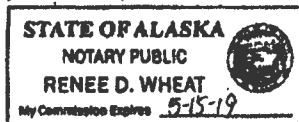
This conveyance is authorized by City and Borough of Sitka Ordinance 2015-56, approved by the Assembly on November 24, 2015.

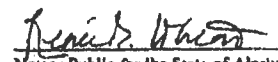
DATED at Sitka, Alaska, on this 23rd day of March, 2016.

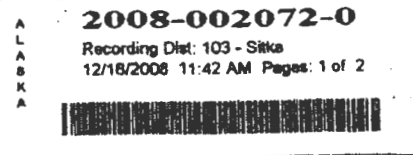

 Mark Gorman, Administrator

STATE OF ALASKA)
) ss.
 FIRST JUDICIAL DISTRICT)

THIS CERTIFIES that on this 23rd day of March, 2016, before me, a Notary Public in and for the State of Alaska, personally appeared Mark Gorman, Municipal Administrator of the City and Borough of Sitka, Alaska, a municipal corporation organized under the laws of the State of Alaska, that he has been authorized by the Assembly for the City and Borough of Sitka to execute the foregoing deed on its behalf, and he executes it freely and voluntarily.




 Notary Public for the State of Alaska
 My commission Expires: 5-15-19



GRANT OF UTILITY EASEMENT

The City and Borough of Sitka, the current owner of Tract 2 of Plat 63, a Subdivision of a portion of USS 500, hereby grants the City and Borough of Sitka a 10' wide Utility Easement. The Grantee shall retain the right to install and maintain utilities within this easement. The grant of this easement is in perpetuity unless vacated by the City and Borough of Sitka. The easement shall run with the land, and shall be binding and be effective on all future owners. The easement is more particularly described on Attachment A.

and

PARTIAL CONVERSION OF SEWER EASEMENT TO UTILITY EASEMENT

The City and Borough of Sitka, the current owner of Tract 2 of Plat 63, a Subdivision of a portion of USS 500 and Lot 1A Little Critter Subdivision and Grantee of an existing Sewer Easement described in Book 117 Page 891 Sitka Recording District, hereby converts a portion of said sewer easement to a Utility Easement. The Grantee shall retain the right to install and maintain utilities within the easement. The grant of this easement is in perpetuity unless vacated by the City and Borough of Sitka. The easement shall run with the land, and shall be binding and be effective on all future owners. The location of the converted easement is more particularly described on Attachment A.

12/16/08
Date


City Administrator

State of Alaska

First Judicial District

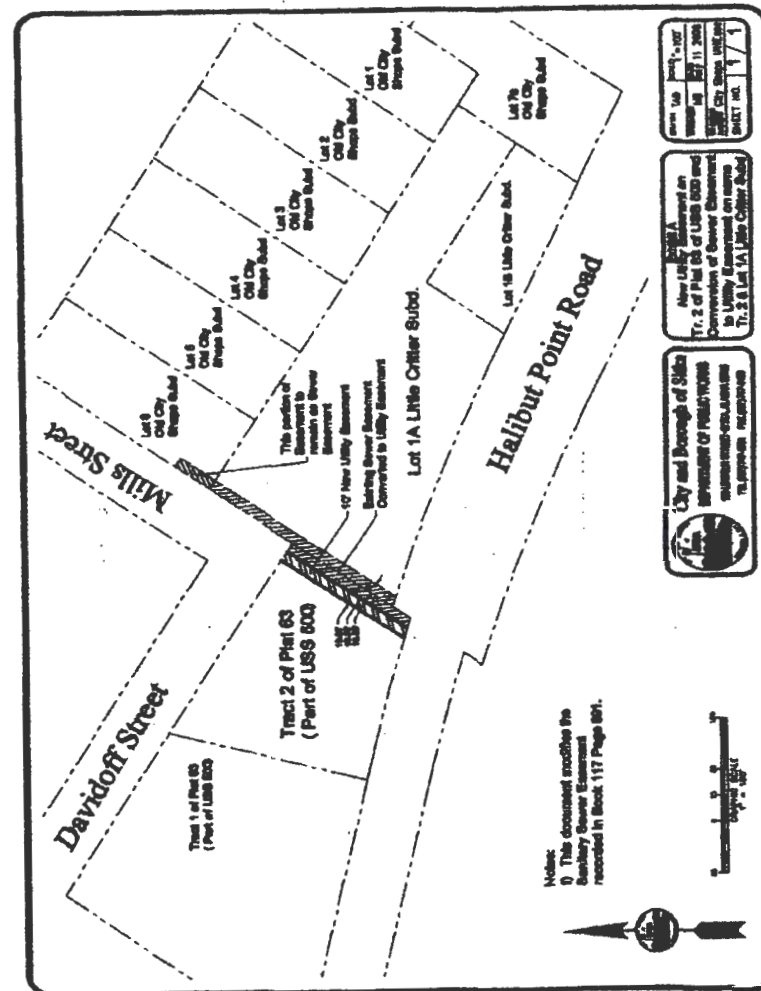
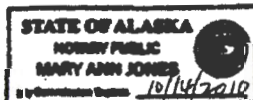
THIS CERTIFIES that on this 16th day of December, 2008 before me, a notary public in and for the State of Alaska, personally appeared James Dinkley to me known and known to me to be the person whose name is subscribed to the foregoing easement, and after being first duly sworn according to law, stated that is the authorized agent for the above mentioned organization and he has 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 document first herein written.


Notary Public in and for the State of Alaska

My Commission expires: 10/14/2010

Please return to:

City & Borough of Sitka
100 Lincoln Street
Sitka, AK 99835



Attachment B

Staff Materials



City & Borough of Sitka, Alaska

Selected Parcel: 1306 HALIBUT POINT ID: 14707001

Printed on 3/23/2016 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>



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: 1306 HALIBUT POINT ID: 14707001

Printed on 3/22/2016 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>

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



no legal responsibility for the information contained herein.

Sitka Community Land Trust
Planned Unit Development
1306 Halibut Point Road



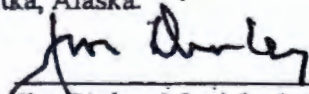
AFTER RECORDING, RETURN TO:
Burgess Bauder and Victoria Vosburg
1315 Halibut Point Road
Sitka, Alaska 99835

QUIT CLAIM DEED

The Grantor, City and Borough of Sitka, 100 Lincoln Street, Sitka, Alaska, 99835, for and in consideration of a Deed of Trust and a Promissory Note to secure the payment of Sixty Seven Thousand and Seventeen Dollars (\$67,017.00) and other valuable consideration, by Burgess Bauder and Victoria Vosburg, 1315 Halibut Point Road, Sitka, Alaska, 99835, conveys and quit claims to Burgess Bauder and Victoria Vosburg, the following real property which is located in the Sitka Recording District of Alaska:

Lot 1B of the Little Critter Subdivision, according to the official plat filed and recorded as Plat No. 2005-8, Sitka Recording District, First Judicial District, State of Alaska, subject to reservations, exceptions, easements, covenants, conditions and restrictions of record, right of ways, roads, public improvements, utility improvements, if any.

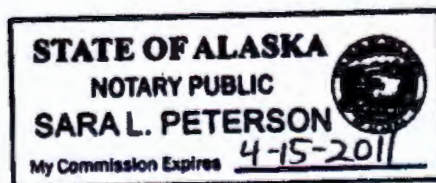
DATED this 29 day of September, 2010 at Sitka, Alaska.


Jim Dinley, Municipal Administrator

STATE OF ALASKA)
) ss.
FIRST JUDICIAL DISTRICT)

THIS CERTIFIES that on September 29, 2010, before me, a Notary Public in and for the State of Alaska, personally appeared JIM DINLEY, known to me to be the person whose name is subscribed to the foregoing deed, and by signing this deed, swears or affirms under oath that he is the Municipal Administrator of the City and Borough of Sitka, Alaska, a municipal corporation organized under the laws of the State of Alaska, that he has been authorized to execute this deed on its behalf, which he executes freely and voluntarily.

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



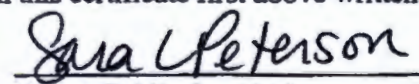

Notary Public for Alaska
My Commission Expires: 4-15-2011

Exhibit B

ALASKA

2010-001240-0

Recording Dist: 103 - Sitka

9/29/2010 11:13 AM Pages: 1 of 2



Please return to: City and Borough of Sitka
Legal Department
100 Lincoln Street
Sitka, AK 99835

GRANT OF UTILITY EASEMENT

Burgess Bauder and Victoria Vosburg, the new and current owners of Lot 1B of the Little Critter Subdivision, in Sitka, Alaska, agree to grant a utility easement, which is graphically shown on the attached Exhibit A, based on the Purchase And Sales Agreement Between City And Borough Of Sitka And Burgess Bauder And Victoria Vosburg, to the City and Borough of Sitka, the prior owner, executed regarding Lot 1B.

The utility easement, which is for the creation and/or maintenance of the existing and/or future utility system(s), is more particularly described as follows:

Commencing at the lower southwestern corner of Lot 1B, Little Critter Subdivision, filed as Plat 2005-8, Sitka Recording District, Sitka, Alaska, and consisting of a 10 ft. wide section running for 20 ft. along the southern boundary of Lot 1B, adjacent to the Halibut Point Road right-of-way; and containing 194 square feet more or less.

The grant of this easement is in perpetuity unless vacated by the City and Borough of Sitka. The easement shall run with the land and shall be binding and effective on all future lot owners.

This easement is in effective on the date of signing of this document.

9/29/10
Date

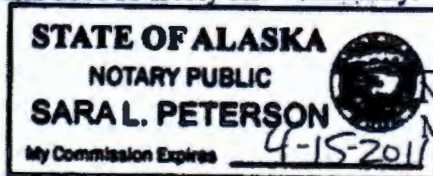
Burgess Bauder
Burgess Bauder

9/29/2010
Date

Victoria Vosburg
Victoria Vosburg

State of Alaska)
) ss.
First Judicial District)

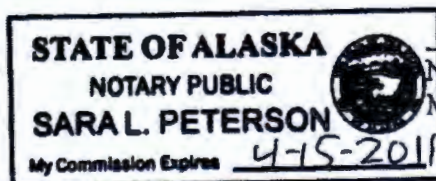
THIS CERTIFIES that on this 29 day of September, 2010, Burgess Bauder personally appeared before me and known to be the person who executed the foregoing document, and acknowledges by signing this document that he is authorized to sign and does so freely and voluntarily.



Sara L. Peterson
Notary Public for Alaska
My Commission Expires: 4-15-2011

State of Alaska)
) ss.
First Judicial District)

THIS CERTIFIES that on this 29 day of September, 2010, Victoria Vosburg personally appeared before me and known to be the person who executed the foregoing document, and acknowledges by signing this document that he is authorized to sign and does so freely and voluntarily.



Sara L. Peterson
Notary Public for Alaska
My Commission Expires: 4-15-2011



















CITY AND BOROUGH OF SITKA

Legislation Details

File #: VAR 18-04 **Version:** 1 **Name:**

Type: Variances **Status:** AGENDA READY

File created: 2/28/2018 **In control:** Planning Commission

On agenda: **Final action:**

Title: Public hearing and consideration of a variance request for 750 Alice Loop in the WD Waterfront District. The request is for the reduction in the front setback from 20 feet to 15 feet for the construction of a single-family house. The property is also known as Lot 1 Charlie Joseph Subdivision. The request is filed by John and Andrea Leach. The owners of record are John and Andrea Leach.

Sponsors:

Indexes:

Code sections:

Attachments: [VAR18-04.750Alice.Leach.Packet](#)

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

AGENDA ITEM:

Case No: VAR 18-04
Proposal: Request for reduction in the front setback from 20 to 15 feet for single-family house on a corner lot
Applicant: John and Andrea Leach
Owner: John and Andrea Leach
Location: 750 Alice Loop
Legal: Lot 1 Charlie Joseph Subdivision
Zone: WD Waterfront District
Size: 11,099 square feet
Parcel ID: 1-9014-001
Existing Use: Undeveloped
Adjacent Use: Undeveloped/Residential/Commercial
Utilities: Existing
Access: Alice Loop

KEY POINTS AND CONCERNS:

- Neighborhood harmony:
 - Sitka General Code requires a 20 foot front setback along all front setbacks in this zone.
 - The past commission was concerned with the design of the corner lots and setbacks and mentioned potential opposition for variances.
 - Variances have occurred in this neighborhood. Of all the subdivided lots, the corner lots, though large in size, have large portions that are not buildable.
- Existing constraints:
 - A lot that is almost entirely a front setback (almost 74%).
- Sight Lines – Planning Director feels the proposed site design will not further impact sight lines at the stop sign and intersection.

RECOMMENDATION:

Staff recommend approval of the variance for the reduction in the front setback from 20 feet to 15 feet for the construction of a single-family house at 750 Alice Loop subject to the attached conditions of approval.

ATTACHMENTS

Attachment A: Applicant Attachments

Attachment B: Staff Attachments

BACKGROUND

The Charlie Joseph Subdivisions went through several public meetings. In those discussions, concern was raised about showing footprints to avoid future variance requests. Staff specifically highlighted the corner lots as heavily impacted by setbacks and suggested either amending the major subdivision design or including in the plat approved footprints.

Though staff are typically against variances in most cases, in this case the fact that Lot 1 has about 73.8 linear feet of frontage requiring 20 foot setbacks supports a very reasonable modification request.

PROJECT DESCRIPTION

Lot 1 is requesting a front setback of 15 feet instead of 20 feet. The lot perimeter is 73.8% frontage.

ANALYSIS

Project / Site: Corner lot with major frontage of front property line that reduces the building envelope substantially.

Traffic: Sight lines along the intersection of the stop sign and Alice Loop as well as visibility along the entire curve is the central issue. The Planning Director felt the request would preserve adequate sight lines based upon a sight visit, photos, and measuring proposal and modeling the proposed sight line.

Parking: Two spaces are required. Two spaces are designated in the front and two in the rear. Additionally, the first floor is a garage, which could provide additional parking.

Noise: Reduced setbacks have the potential to increase noise by decreasing the buffer between structures. In this case, noise increase should be minimal, as the reduced setback would abut the street and not the neighbors.

Public Health or Safety: Sight lines are preserved and will be conditioned to be preserved.

Habitat: No concerns.

Property Value or Neighborhood Harmony: Sight lines as conditioned will protect the neighborhood safety. Minimal reduction of setbacks should not pose a risk of negative impact to adjacent properties. The subdivision is subject to private restrictions and conditions that are recorded. The applicant should review these with a qualified attorney to assure compliance.

Alaska Statute 29.40.040.b.3: states that a variance may not be granted solely to relieve financial hardship or inconvenience.

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

- 1) I move to approve the variance request for 750 Alice Loop in the WD Waterfront District. The request is for the reduction in the front setback from 20 feet to 15 feet for the construction of a single-family house. The property is also known as Lot 1 Charlie Joseph Subdivision. The request is filed by John and Andrea Leach. The owners of record are John and Andrea Leach.
- 2) I move to adopt and approve the required findings for major structures or expansions. Before any variance is granted, it shall be shown:¹
 - a) That there are special circumstances to the intended use that do not apply generally to the other properties, *here the frontage of the lot is 307.04 linear feet, which is approximately 73.8% of the perimeter (307.04/416);*
 - 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, *here, the economical development of a single-family structure on an undeveloped lot with a proposed lot coverage comparable to other lots;*
 - 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 sufficient parking is provided on-site and adequate sight lines are preserved while meeting the standard along the rear property line that has an adjacent property;*
 - 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 cost-effective development of a single-family structure in the WD zone, while preserving sight lines and setbacks between Lot 1 and the neighbor's lot (Lot 2).

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

Attachment A

Applicant Materials



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: ① 5' VARIANCE ON NE PORTION OF LOT
② 5' VARIANCE ON SW PORTION OF LOT. ③ REQUEST SE LOT
LINE BE DEFINED AS "REAR" FOR SETBACK PURPOSES.

PROPERTY INFORMATION:

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

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

APPLICANT INFORMATION:

PROPERTY OWNER: JOHN + ANDREA LEACH

PROPERTY OWNER ADDRESS: 1830 EDGECUMBE DRIVE, SITKA, AK 99835

STREET ADDRESS OF PROPERTY: 750 ALICE LOOP, SITKA, AK 99835

APPLICANT'S NAME: JOHN LEACH

MAILING ADDRESS: 1830 EDGECUMBE DRIVE, SITKA, AK 99835

EMAIL ADDRESS: JOHN.M.LEACH@ICLOUD.COM DAYTIME PHONE: 252-202-4021

PROPERTY LEGAL DESCRIPTION:

TAX ID: 1-9014-001 LOT: 1 BLOCK: _____ TRACT: _____

SUBDIVISION: CHARLIE JOSEPH 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
- ☐ Deed
- ☐ Copy of current plat
- ☐ Proof of filing fee payment

For Conditional Use Permit:

- ☐ Parking Plan
- ☐ Interior Layout

For Plat/Subdivision:

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

If Pertinent to Application:

- ☐ Drainage and Utility Plan
- ☐ Landscape 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 understand that attendance at the Planning Commission meeting is required for the application to be considered for approval. I further authorize municipal staff to access the property to conduct site visits as necessary. I authorize the applicant listed on this application to conduct business on my behalf.

Owner

Date

2/28/2018

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

STATE OF ALASKA

CERTIFICATE OF OWNERSHIP AND DEDICATION
 I, SHEE ATIKA HOLDINGS ALICE ISLAND, LLC, OF THE PROPERTY SHOWN AND DESCRIBED HEREIN AND BY ADAPT THIS PLAN OF SUBDIVISION WITH OUR FREE DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND SPACES TO PUBLIC OR PRIVATE USE AS NOTED

10/17/2017 *Chris P. Purnell*
 NOTARY PUBLIC

NOTARY'S ACKNOWLEDGMENT

4 OF SITKA

BEFORE ME, on this 4 day of October, 2017, before me, a Notary Public in and for the State of Alaska, duly sworn, personally appeared, *Chris P. Purnell*, who being the identical individual(s) mentioned and who executed the foregoing instrument, acknowledged to me that he signed the same instrument for the uses and purposes therein specified.

AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST

Chris P. Purnell
 AND FOR THE STATE OF ALASKA
 STATE OF ALASKA
 NOTARY PUBLIC
 My Commission Expires 10/17/2021

CERTIFICATE OF PAYMENT OF TAXES

FIRST JUDICIAL DISTRICTS

BEING DULY APPOINTED AND QUALIFIED, AND AM ACTING ASSESSOR BOROUGH OF SITKA, HEREBY CERTIFY, THAT ACCORDING TO THE RECORDS, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE CITY AND BOROUGH OF SITKA, IN THE NAME OF *Wings Alice Island LLC*

TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED TO SAID PROPERTY FOR THE YEAR 2017, HAVE BEEN PAID IN FULL, THAT CURRENT TAXES FOR THE YEAR 2018, DUE ON OR BEFORE AUGUST 15, 2018, DATED THIS 16th

DAY OF OCTOBER, 2017.
Chris P. Purnell
 CITY CLERK, BOROUGH OF SITKA

APPROVAL BY THE PLANNING COMMISSION

THAT THE SUBDIVISION PLAT SHOWN HEREIN HAS BEEN FOUND TO COMPLY WITH THE REGULATIONS OF THE CITY AND BOROUGH OF SITKA AND THAT SAID PLAT HAS BEEN APPROVED BY THE COMMISSION BY *PLN-15 DATED Feb. 27, 2017*, AND THAT THE PLAT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE EX-OFFICIO RECORDER, SITKA, ALASKA.

Chris P. Purnell
 CHAIRMAN, PLANNING COMMISSION

DATE OF APPROVAL BY THE ASSEMBLY

THAT THE SUBDIVISION PLAT SHOWN HEREIN HAS BEEN FOUND TO COMPLY WITH THE REGULATIONS OF THE CITY AND BOROUGH OF SITKA AND THAT SAID PLAT HAS BEEN APPROVED BY THE ASSEMBLY BY *PLN-15 DATED Feb. 27, 2017*, AND THAT THE PLAT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE EX-OFFICIO RECORDER, SITKA, ALASKA.

Chris P. Purnell
 MAYOR, CITY AND BOROUGH OF SITKA

CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENTS

BEING DULY APPOINTED AND QUALIFIED, AND AM ACTING ASSESSOR BOROUGH OF SITKA, HEREBY CERTIFY, THAT ACCORDING TO THE RECORDS OF THE CITY AND BOROUGH OF SITKA, NO LOCAL IMPROVEMENTS ARE DUE OR TO BE PAID ON THE PROPERTY SHOWN AND DESCRIBED HEREIN, AND THAT, ACCORDING TO THE RECORDS, ALL TAXES ASSESSED AGAINST SAID LANDS FOR THE YEAR 2017, HAVE BEEN PAID IN FULL.

10/17/2017 *Chris P. Purnell*
 NOTARY PUBLIC

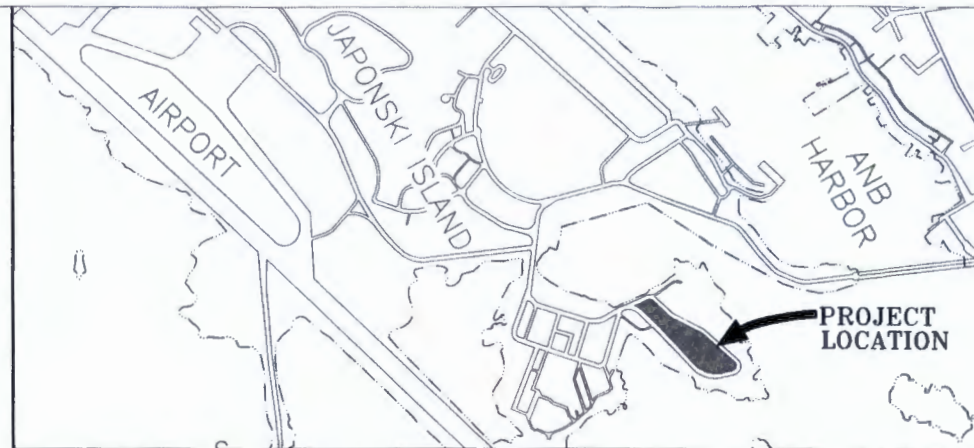
OF SITKA

LOT EASEMENT AREA TABLE

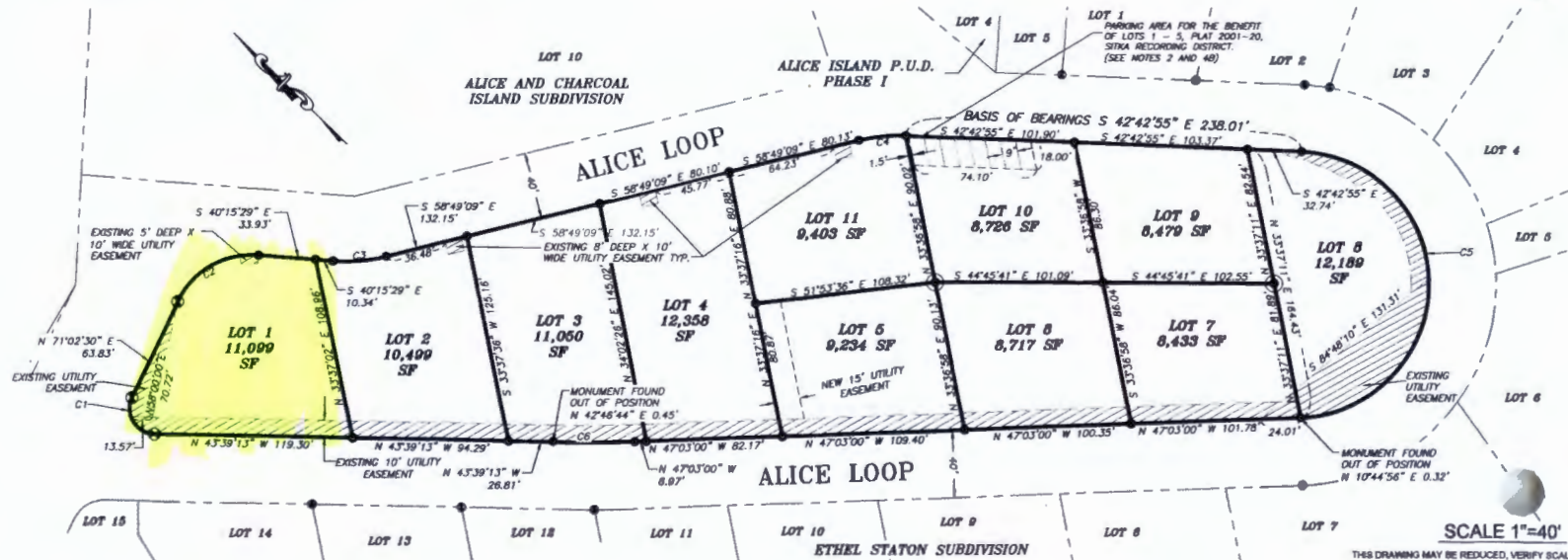
LOT #	EXISTING EASEMENT AREA (SF)	PROPOSED EASEMENT AREA (SF)	TOTAL EASEMENT AREA (SF)
1	1929		1929
2	1023		1023
3	827		827
4	901		901
5	1085	1072	2157
6	1003		1003
7	1049		1049
8	3780		3780
9			0
10		1286	1286
11	80		80

CURVE DATA TABLE

CURVE #	RADIUS	DELTA ANGLE	ARC LENGTH
C1	15.0'	114°41'43"	30.03'
C2	50.0'	68°42'01"	59.95'
C3	100.0'	18°33'40"	32.40'
C4	100.0'	18°06'14"	28.11'
C5	80.0'	175°38'55"	245.28'
C6	823.48'	3°23'42"	48.82'



SCALE: 1" = 500'



SCALE 1"=40'
 THIS DRAWING MAY BE REDUCED, VERIFY SCALE

PLAT NOTES

- PURPOSE - THE PURPOSE OF THIS PLAT IS TO SUB-DIVIDE LOT 16 OF THE ETHEL STATION SUBDIVISION PLAT #2007-23 SITKA RECORDING DISTRICT.
- THE AREA DESIGNATED WITHIN LOT 10 OF THIS PLAT AS "PARKING AREA" IS HEREBY DEDICATED IN PERPETUITY AS-IS, WHERE-IS, WITH ALL DEFECTS, KNOWN AND UNKNOWN, TO PROVIDE THE PARKING FOR THE OWNERS OF LOTS 1 - 5, PLAT 2001-20, SITKA RECORDING DISTRICT, FIRST JUDICIAL DISTRICT, STATE OF ALASKA AS DESCRIBED IN NOTE 6 OF SAID PLAT. THE DEDICATION HEREBY MADE OF THE PARKING AREA WITHIN LOT 10 OF THIS PLAT IS IN FULL AND COMPLETE SATISFACTION OF ALL OBLIGATIONS UNDER PLAT 2001-20 OR OTHERWISE TO PROVIDE PARKING.
- THE CITY AND BOROUGH OF SITKA SHALL BE DEEMED A PARTY TO ALL EASEMENTS SHOWN ON THIS PLAT AND THIS PLAT (INCLUDING WITHOUT LIMITATION THIS PLAT NOTE) SHALL NOT BE MODIFIED OR AMENDED WITH REGARD TO SUCH EASEMENTS IN ANY FASHION WITHOUT ITS CONSENT.
- REFERENCE THE FOLLOWING WITHIN THE SITKA RECORDING DISTRICT:
 - PLAT 2007-23 (UTILITY EASEMENTS OF RECORD.)
 - PLAT 2001-20 (PARKING EASEMENT OF RECORD SATISFIED BY THIS PLAT.)
- THE BASIS OF BEARINGS ARE RECORD BEARINGS AND REFERENCED TO THE AK, SPC, AND 27 AS OUTLINED ON NOTE 2 OF THE PARENT PARCEL SUBDIVISION RECORDED AS THE ETHEL STATION SUBDIVISION PLAT 2007-23 SITKA RECORDING DISTRICT. ALL MONUMENTS RECOVERED THIS SURVEY WERE ACCEPTED IN THEIR ORIGINAL POSITIONS, UNLESS OTHERWISE NOTED.
- RESTRICTIVE COVENANTS ARE RECORDED AT THE SITKA RECORDING DISTRICT UNDER SERIAL NUMBER: 2017-000685-0.

LEGEND

- SECONDARY MONUMENT RECOVERED
- PRIMARY MONUMENT SET THIS SURVEY
- REBAR AND ALUMINUM CAP SET THIS SURVEY
- S 21°01'24" E 208.67 DATA MEASURED, CALCULATED, AND RECORD
- EXISTING PROPERTY LINE
- PROPOSED PROPERTY LINE
- PROPOSED EASEMENT
- EXISTING EASEMENT CREATED IN PLAT #2007-23

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN 10/2/2017 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.

Chris Purnell
 CHRISTOPHER G. PURNELL LS 107552

10/2/2017
 DATE

2017-16
 Plat #
 Sitka
 Rec Date
 10-23-2017
 Date
 Time 11:35 AM



OWNER: SHEE ATIKA HOLDINGS ALICE ISLAND, LLC
 315 LINCOLN STREET, SUITE 300
 SITKA, ALASKA 99835-7579
 DATE: 10/2/17 DRAWN BY: RKB JOB NO: 162340
 SCALE: 1"=40' APPROVED BY: C.G.P. SHEET 1 OF 1

Revisions	
No.	Description

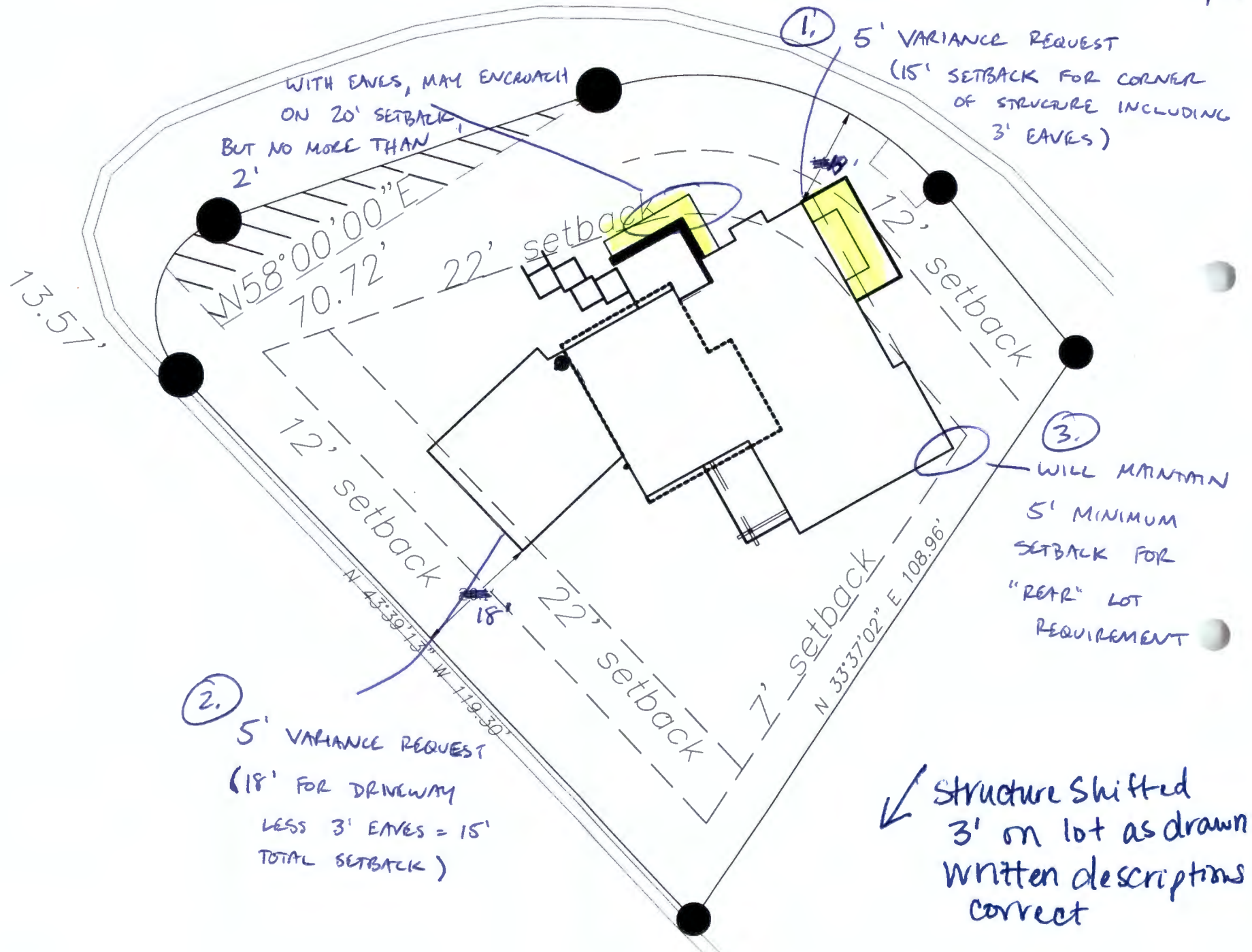
1 METER = 3.280833 U.S. SURVEY
 1 U.S. ACRE = 0.4047 HECTARES
SITKA RECORDING DIST

RSM
 RAM ENGINEERING-KETCHIKAN, INC.
 855 Cordova Lane Road
 Ketchikan, AK 99901
 GRAND OFFICE
 P.O. BOX 1773
 GRADY AK 99801

PROJECT: **CHARLIE JOI SUBDIVISION**
SUBDIVISION LOT 16 OF ETHEL STATION SUBDIVISION

HIGHLIGHTED AREAS ARE
UNCOVERED DECKS/PATIOS

1 N



Attachment B

Staff Materials



City & Borough of Sitka, Alaska

Selected Parcel: 800 Alice Lp ID: 19012016

Printed 2/28/2018 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>

20 m
100 ft



MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

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City & Borough of Sitka, Alaska

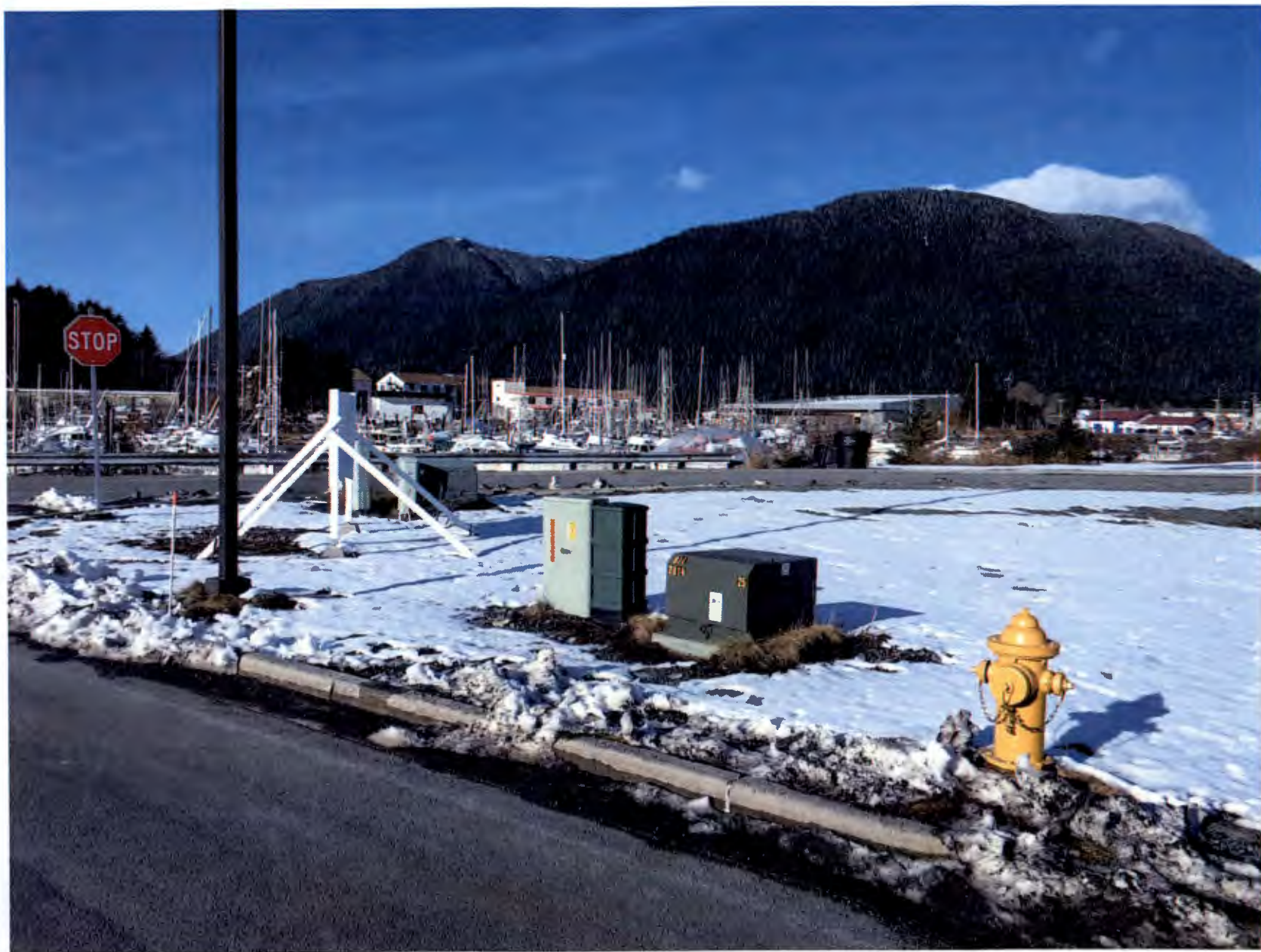
Selected Parcel: 800 Alice Lp ID: 19012016

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CITY AND BOROUGH OF SITKA

Legislation Details

File #: MISC 18-11 **Version:** 1 **Name:**
Type: P&Z Miscellaneous **Status:** AGENDA READY
File created: 3/1/2018 **In control:** Planning Commission
On agenda: **Final action:**
Title: Short-term rental annual report discussion and direction.
Sponsors:
Indexes:
Code sections:
Attachments: [STR Annual Report Memo 14Mar2018](#)
[STR Annual Report Compilation 2017 With Finance Notes](#)
[aug 2017 Econ Trends Newsletter](#)
[PASQuickNotes56](#)

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

MEMORANDUM

To: Chair Spivey and Members of the Planning Commission

CC: Keith Brady, Administrator

From: Michael Scarcelli, Planning and Community Development Department Director

Date: March 15, 2018

Subject: Short-Term Rental Annual Report and Discussion/Direction

This report will summarize 3 issues:

- 1) Annual short-term rental (STR) financial reporting on all operating approved STRs and Bed and Breakfast conditional use permits;
- 2) Summarize known data of STRs; and
- 3) Provide some ideas and resources for consideration, and examples of options to mitigate impacts to long-term rentals and affordable housing.

I. Summary of STR Annual Financial Reports

Planning Staff had thought that a one-time annual reporting period would be more efficient for rental managers, the finance department, planning staff, and the Planning Commission. In addition, it is now timed in sync with typical financial reporting. The Planning Commission since moved to make that change and this is now the first annual report. Attached is an excel file that details the reporting information.

To sum, the attached information shows that 31 of 32 STR/BnB CUP sales accounts reported their financials and nights rented. 2 accounts were closed (#10, 31), and one account did not report (#32), and one reported zero earnings. 28 accounts remitted their tax for 1155 nights totaling \$14,979. Staff will follow up with those accounts that have not reported, remitted, or have closed to advise them of the consequences and corrective steps. Overall, there were no major concerns or violations absent the lack of reporting.

II. Summary of Short-Rentals in Sitka

At the November 16, 2016 Planning Commission meeting, the Commission directed staff to submit quarterly reports for short-term rentals. This report provides information on conditional use permits historically granted, rentals advertised online, and hotel accommodations.

Conditional Use Permits Granted (As of March 15, 2018)		
Year	STR	B&B
2018	3	0
2017	7	1
2016	13	1
2015	7	2
2014	2	1
2013	1	0
2012	7	1
2011	2	1
Total	41	7

Hotel Accommodations (As of September 12, 2017)	
Aspen Hotel	72
Sitka Hotel (some change)	11
Totem Square Hotel	75
Super 8	35
Westmark	105
Cascade Creek Inn	10
Longliner Lodge	14
Eagle Bay Inn	16
Total units	338

Attached is the 2017 Rental Market Report from The Alaska Economic Trends Newsletter provided by the Alaska Department of Labor and Workforce Development.

The report indicates the following information important to rental markets and potential impacts from short-term rentals on long-term rentals and affordable housing that includes:

- \$1,039 is the average rent of each unit and \$1,319 adjusted to include utilities
- There are approximately 345 rental units and 26 vacant units
- 2017 vacancy rate of 7.5%, which dropped from 2016 level of 8.3% (about middle of the pack)
- Rent increased by about 7-7.2% (largest increase in SE Alaska)
- Average adjusted rent with utilities for single-family homes was \$1,632; for apartments it was \$1,219; and combined it was \$1,319.
- The number of paychecks required to meet rent in 2000 was 1.19 and in 2017 was 1.22
- There has been an upward trend in Sitka since 2014.
- Small markets like Sitka are more sensitive to annual swings.

III. Ideas for Consideration

- There is debate about whether short-term rentals impact affordable housing. While there are studies and arguments on both sides, it appears better supported that STRs will negatively impact the affordability of long-term rentals since those affect supply of rental units and housing markets.
- On the other side, according to AirBnB, the average AirBnB rents for about 42 nights earning about \$7,500 per home. In Sitka, of the 32 CUPs, 25 reported renting for an average of 46.2 nights (1155/25).
 - The argument is that there is not another economic driver that local governments can provide for as little cost that is such a good economic driver (this is AirBnB's argument – not staff's). In other words, while STRs may negatively impact the housing market, they also provide income and create jobs, which can help on the other side.
 - Tourism brings in outside money, which is always a powerful economic driver so long as the cost to bring that outside money in is less than the return.
 - Resource from STR advocacy agency: <http://stradvocacy.org/>
 - Resource: http://www.str.com/Media/Default/Research/STR_AirbnbHotelPerformance.pdf
 - See attached Planning PAS Quick Notes #56
- Increased permit fees and taxes could be used to dissuade STRs and/or to provide funding for affordable housing developments. The current tax is 6% in addition to all existing sales tax. Such tax is open to potential exemption as allowed by existing code (See SGC 4.24). Currently, such taxes are funneled to the “visitor activities enhancement fund,” a special revenue fund, created by SGC 4.24.070. Perhaps this or a portion of it tax should go to enhance affordable housing projects.
- There could be a moratorium on all new STRs (CUP or not).
- There could be limits based on blocks or area such as no more than 3 per block or 3 per circle radius of 300 feet. Or there could be a hard number of CUPs allowed to be operating. Currently there are 29 open conditional use permits for STRs and BnBs (please note that this figure includes only those CUPs granted in 2010 or later and which have not expired).
- ADUs and/or Tiny Homes on Wheels could be allowed and promoted for STRs in certain zones, under certain conditions. This could both help provide affordable housing, allow homeowners to create income potential, promote smaller, more affordable homes, and promote higher density within existing properties.
- STRs could be limited to CUP only and to owner occupied lot only. This would require that either the owner live in the unit or live in another unit on the lot to encourage the construction of more units and to act as a limiter on potential STRs.
- STRs could be limited to ADUs, rooms, and THOWs to preserve SFR and principal residential units for the LTR and sale markets.

- To be fair, if STR are on the discussion, should lodges, resorts, and hotels be too, and other economic business that provide lodging?
- Promote the development of about 12-36 affordable apartments to offset any potential impacts to LTR/housing markets through incentives such as waiver of permit fees, waiver of increased property valuation for set time, tax credits, land with deed restrictions for affordable housing purposes.

2017 Annual Report - Short-Term Rentals and Bed and Breakfast Operations

				Bed Tax	Remitted	Violations or	Outstanding	Challenges	
File	Rental Address	First Name	Last Name	Nights Reported	Per Finance	Complaints	Conditions of Approval	Experienced/Solutions Implemented	
CU 15-21	1507 Davidoff Street	Clyde and Valerie	Bright	146	\$ 994.80	Yes	None	None	None
CU 16-04	2116 Sawmill Creek R	Krystina	Scheller	110	\$ 2,434.29	Yes	None	None	None
CU 17-01	3003 Halibut Point Rd	Jack and Katy	Wood	101	\$ 2,178.00	Yes	None	None	None
CU 15-12	415 DeArmond Street	Sheila	Finkenbinder	100	\$ 499.26	Yes	None	None	None
CU 15-18	722 Biorka Street	Peter	Thielke	95	\$ 1,201.92	Yes	None	None	None
CU 16-38	714 Pherson Street	Ashley	McNamee	82	\$ 953.14	Yes	None	None	None
CU 16-07	119 Anna Drive	Lisa	Herwald	64	\$ 529.80	Closed	None	None	None
CU 16-10	3001 Mikele Street	Kristy and Levi	Hunt	64	\$ 282.78	Yes	None	None	None
CU 16-22	1715 Sawmill Creek Rd	Jacklynn	Barmoy	62	\$ 1,010.00	Yes	None	None	None
CU 17-05	1820 Edgumbe Drive	Zachary and Jacques	Foss	57	\$ 419.49	Yes	None	None	None
									First quarter unknown due to Ali's death
CU 16-36	414 Hemlock Drive	Steve	Clayton	55	\$ 675.60	Yes	None	None	
									More than 5 small animals outside without a land use permit.
CU 17-16	2101 Sawmill Creek Rd	Kate	DesRosiers	40	\$ 416.93	Yes			Working with CBS to allow greater than 5 small animal CUP.
									1 customer smoked on deck and bedroom smelled for 1 week. Now have a no smoking rule on the property.
CU 16-27	1948 Dodge Circle	Brock and Patricia	Bauder	35	\$ 504.72	Yes	None	None	None
CU 16-30	1933 Dodge Circle	David and Janelle	Lass	35	\$ 1,341.40	Yes	None	None	None
CU 15-14	703 Biorka Street	Deanna	Moore	33	\$ 592.02	Yes	None	None	None
CU 16-33	227 Lakeview Drive	Julie	Beall	21	\$ 125.82	Yes	None	None	None
CU 17-14	1703 Edgumbe Drive	Ryan and Greta	Refshaw	17	\$ 467.50	Yes	None	None	None
CU 17-03	2840 Sawmill Creek Rd	Michael and Tessie	Coleman	16	\$ 195.81	Yes	None	None	None
CU 14-04	713 Lake Street	Chris	Balovich	10	\$ 54.00	Yes	None	None	None
CU 17-17	1605 Davidoff Street	Dan	Keck	5	\$ 36.00	Yes	None	None	None
CU 16-32	1307 Halibut Point Rd	Joan and Chris	Gianotti	3	\$ 54.00	Yes	None	None	None
CU 17-02	2703 Halibut Point Rd	Owen and Beth	Kindig	2	\$ 12.50	Yes	None	None	None
									Decided to rent long-term for a bit.
CU 16-02	1232 Georgeson Loop	William	Hutton	0	\$ -	Yes	None	None	None
CU 16-21	Crescent Harbor I-24	Bruce and Ann-Mar	Parker	0	\$ -	Yes	None	None	None
CU 17-07	112 Toivo Circle	Todd and Kelly	Gebler	0	\$ -	No	-	-	-
CU 17-11	103 Scarlett Way	Ty and Valerie	Barkhoefer	0	\$ -	Yes	None	None	None
									Unknown - not rented after Ali's death
CU 15-06	1601 Davidoff Street	Steve	Clayton	0	\$ -	Yes	None	None	None
CU 14-10	629 Degroff Street	Corrie	Bosman	0	\$ -	Closed	None	None	None
CU 16-23	304 Baranof Street	Island	Institute	0		No			
1155 \$ 14,979.78									



ALASKA ECONOMIC *TRENDS*

AUGUST 2017

THE RENTAL 2017 MARKET

ALSO IN THIS ISSUE

Military spending in Alaska
Gauging Alaska's economy

ALASKA DEPARTMENT OF LABOR
& WORKFORCE DEVELOPMENT

The 2017 RENTAL MARKET

Vacancy up in most places, average rent up slightly

By KARINNE WIEBOLD

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MILITARY SPENDING in ALASKA

Alaska is third among states for per capita defense spending

By CONOR BELL

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HOW to MONITOR the ECONOMY

Rolling out a new regular feature in *Trends*

By DAN ROBINSON

PAGE 10

GAUGING ALASKA's ECONOMY

PAGE 14

To request a free electronic or print subscription, e-mail trends@alaska.gov or call (907) 465-4500.
Trends is on the Web at labor.alaska.gov/trends.

**ALASKA DEPARTMENT
of LABOR
and WORKFORCE
DEVELOPMENT**

Bill Walker
Governor

Heidi Drygas
Commissioner

Dan Robinson
Chief, Research and Analysis

Sara Whitney
Editor

Sam Dapcevich
Cover Artist

ON THE COVER: Unalaska, photo by Ryan Schuessler
ON PAGE 10: Heavy oil wellhead gauge, photo by Flickr user Colby Cosh

Alaska Economic Trends is a monthly publication whose purpose is to objectively inform the public about a wide variety of economic issues in the state. *Trends* is funded by the Employment and Training Services Division of the Alaska Department of Labor and Workforce Development and is published by the department's Research and Analysis Section. *Trends* is printed and distributed by Assets, Inc., a vocational training and employment program, at a cost of \$1.37 per copy. Material in this publication is public information, and with appropriate credit may be reproduced without permission.

New order supports worker safety and labor rights



Heidi Drygas
Commissioner

Governor Bill Walker recently issued Administrative Order 286 to improve the efficiency and fairness of public contracts. The order directs our department and the Department of Administration to propose regulations to create a pre-qualification process that incentivizes worker safety and labor rights compliance.

This order, and the regulations we will develop, will improve working conditions in Alaska and ensure Alaska-based companies have a level playing field for winning state government contracts.

The government has a responsibility to invest money efficiently and align public spending with our shared values. Governor Walker's Administrative Order 286 will improve the contracting process by ensuring public contracts go to businesses that abide by the law. It also expresses our values, including respect for workers' safety and labor rights.

This administrative order will reform the way state contracts are awarded. Right now, law-abiding Alaska companies can be undercut by low bids that are premised on worker exploitation and unsafe working conditions. Instead of encouraging a race to the bottom, state procurement practices should encourage safe workplaces and compliance with existing labor rights laws.

Most Alaska businesses strive to comply with the law, improve workplace safety, and honor their employees' labor rights. These high-road companies should be at the front of the line for

state contracts. They certainly should not be at a competitive disadvantage because they invest in workplace safety, and we should ensure their employees receive the wages they have earned.

Other states and localities have instituted policies like the pre-qualification process being established by Governor Walker. Unfortunately, the federal government has not, and we have seen the consequences of that first-hand in Alaska. A few years ago, a company notorious for abusing labor rights won a low-bid pre-commercial tree-thinning contract in Southeast Alaska.

The employer, who trafficked illegal immigrants for cheap labor, was able to submit low bids because he underpaid his employees and failed to provide basic safety equipment. One of his employees, who was from Mexico, was killed on the job due to faulty equipment and unsafe workplace practices.

This was a lose-lose-lose situation. The federal government had an irresponsible contractor, Alaska workers lost jobs to illegal immigrants whose labor rights were being exploited, and a man lost his life due to his employer's reprehensible behavior.

In reforming the state procurement process to ensure companies with egregious labor rights violations do not receive state contracts, we are ensuring smart investment of Alaska's public resources — with law-abiding businesses. For many decades, Alaska has been a state that values workers' rights and safety. This administrative order builds on that legacy.



Follow the Alaska Department of Labor and Workforce Development on Facebook (facebook.com/alaskalabor) and Twitter (twitter.com/alaskalabor) for the latest news about jobs, workplace safety, and workforce development.

THE 2017 RENTAL MARKET



Vacancy rates up in most places, average rent increases slightly

By **KARINNE WIEBOLD**

(See exhibits 1 and 2.)

The rental housing market hasn't suffered significant setbacks as a result of the recession and area markets vary, but the overarching trend of near-flat rents and increased vacancies indicate the market is softening.

According to the March 2017 rental survey, Alaska's average rent for all unit types plus utilities increased by just \$7, or 0.6 percent, from last year. The overall vacancy rate rose from 5.8 percent to 7.3 percent.

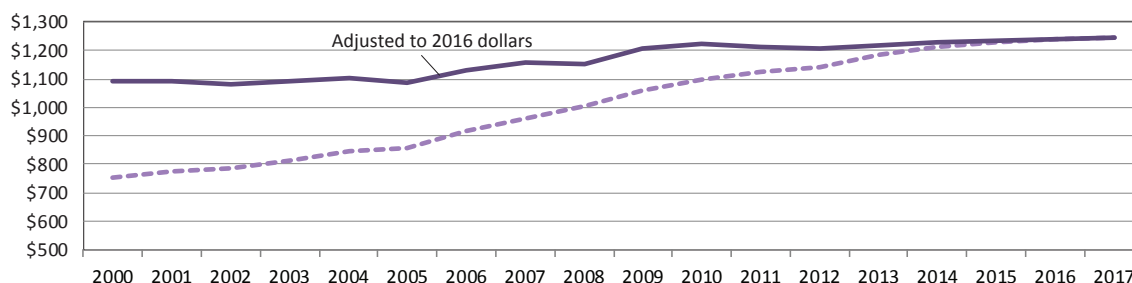
Overall vacancy above average

Vacancy rates have been trending upward since 2010, reaching a decade high this year (7.3 percent) that's well above the 10-year average of 5.8 percent. But for historical perspective, the current rate is also about what it was in 2009 and 2007, years Alaska was not in a recession.

Vacancy increased in most areas, and when combined

1 Average Rent Plus Utilities Remains Fairly Steady

ALASKA, 2000 TO 2017



Notes: Inflation adjustment uses 2016 dollars, as 2017 is not yet available.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section and Alaska Housing Finance Corporation, 2017 Rental Market Survey

2 Rental Costs and Vacancy Rates by Area

ALL UNIT TYPES, MARCH 2017

Survey Area	Average Rent		Number of Units		Percentage of Units with Utilities Included in Contract Rent							
	Contract*	Adjusted*	Total	Vacant	Vac Rate	Heat	Light	Hot Water	Cold Water	Trash	Sewer	Snow
Anchorage, Municipality	\$1,143	\$1,269	8,306	422	5.1%	75%	22%	79%	49%	95%	49%	88%
Fairbanks North Star Borough	\$1,066	\$1,208	3,001	367	12.2%	89%	15%	77%	91%	84%	91%	77%
Juneau, City and Borough	\$1,174	\$1,305	1,003	57	5.7%	55%	22%	52%	99%	93%	97%	81%
Kenai Peninsula Borough	\$891	\$1,054	1,107	125	11.3%	66%	28%	63%	86%	73%	85%	75%
Ketchikan Gateway Borough	\$1,006	\$1,110	473	47	9.9%	80%	29%	74%	47%	43%	48%	73%
Kodiak Island Borough	\$1,302	\$1,433	375	26	6.9%	76%	10%	69%	97%	94%	97%	66%
Matanuska-Susitna Borough	\$1,103	\$1,253	1,212	92	7.6%	51%	17%	50%	90%	65%	86%	70%
Sitka, City and Borough	\$1,039	\$1,319	345	26	7.5%	36%	9%	36%	13%	20%	22%	55%
Valdez-Cordova Census Area	\$1,179	\$1,337	258	12	4.7%	70%	34%	61%	78%	77%	78%	80%
Wrangell Borough/Petersburg CA	\$744	\$944	158	20	12.7%	44%	9%	31%	41%	46%	41%	53%
Survey wide	\$1,111	\$1,245	16,654	1,222	7.3%	73%	20%	72%	66%	85%	66%	81%

*Contract rent is the amount paid to the landlord each month, which may or may not include some utilities. Adjusted rent is rent plus all utilities.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section and Alaska Housing Finance Corporation, 2017 Rental Market Survey

with near-flat rents it indicates diminished demand for rental units.

While the state's population continued to grow overall through 2016, the most recent year available, more people left Alaska than moved in for the last four years, which likely affected the pool of potential renters.

Vacancy rates in Anchorage and Juneau, two traditionally tight markets, remain well below the statewide average at 5.1 percent and 5.7 percent respectively, but both rates are up significantly from 2016, when they were in the 3 percent range. Both cities have been hit by job losses, led by state government declines in Juneau and losses in the oil and gas industry and in professional and business services in Anchorage.

Vacancy rates ranged from 9.9 percent to 12.7 percent in Ketchikan, Kenai, Fairbanks, and the Wrangell-Petersburg area. All four areas' vacancies increased from 2016, and all but Ketchikan are above their 10-year averages. Vacancy rates in small areas can be particularly volatile from year to year, though, so longer periods are necessary to establish a trend.

Average rent up 0.6 percent

In 2017, average rent including utilities was \$1,245, up just 0.6 percent from 2016. The slight increase was in line with prior years, as rent increases have been minimal over the last eight years.¹ (See Exhibit 1.)

¹All rents in this article are adjusted for inflation.

About the yearly rental survey

Each March, in cooperation with the Alaska Housing Finance Corporation, the Alaska Department of Labor and Workforce Development surveys thousands of landlords across the state to gather residential rental unit information. Data on approximately 16,500 units provide insight into statewide and local market conditions.

Rent jumped by \$51 from 2008 to 2009, but since then, increases have averaged just \$5, which factors in two years of rent declines over that period (by less than \$10 in 2011 and 2012).

This year, rent went up in half of the 10 surveyed areas, with the largest rent increases in Sitka (7 percent) and Wrangell-Petersburg (6 percent). The Matanuska-Susitna Borough's average rent went up 2 percent, and Anchorage and Fairbanks saw small rent increases of less than 1 percent.

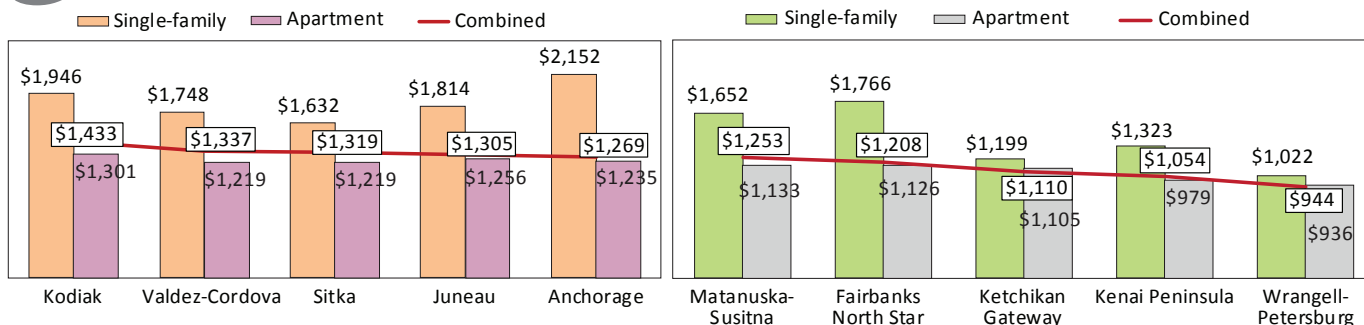
Rent fell in five areas in 2017. Juneau and Valdez-Cordova rents declined by 2 percent and Ketchikan, Kenai, and Kodiak rents dipped by about 1 percent or less.

How many paychecks needed to afford rent

The rent and utility affordability index estimates how

3 Average Rent Plus Utilities in Higher and Lower Cost Markets

ALASKA BOROUGHES AND CENSUS AREAS, MARCH 2017



Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section and Alaska Housing Finance Corporation, 2017 Rental Market Survey

many average wage earners it takes to afford the average rent, including utilities, assuming 30 percent of gross income is available for rent. (See Exhibit 4.) Households are considered cost-burdened if they spend more than 30 percent of total income on rent and utilities.

Affording the average rent statewide requires less than one average monthly paycheck, but affordability ranges from a low of nine-tenths of a paycheck in Anchorage to a high of one full paycheck plus an additional third in Kodiak. Kodiak, the Matanuska-Susitna Borough, and Sitka require substantially more than a single average paycheck to afford rent. However,

renting in Mat-Su requires less than a single paycheck for workers who commute to Anchorage, which has higher average wages.

Fairbanks and Juneau affordability values have shifted considerably since 2000, but in different directions.

A single Fairbanks wage earner had more wiggle room in 2000, when 83 percent of an average paycheck could pay the rent, but now it's almost a full monthly wage. Fairbanks rent increased by 25 percent over that period, when adjusted for inflation, while income growth lagged at 9 percent.

In Juneau, a single wage earner can now afford the average rent, down from 1.12 paychecks in 2000. Income has grown by 9 percent in Juneau since 2000 as well, but average rent was 2 percent lower in 2017 than in 2000, when adjusted for inflation.

4 Number of Paychecks Needed to Afford Rent

AFFORDABILITY INDEX, INCLUDES UTILITIES

	2000	2010	2017
Anchorage, Municipality	0.82	0.88	0.90
Fairbanks North Star Borough	0.83	0.98	0.95
Juneau, City and Borough	1.12	1.04	1.01
Kenai Peninsula Borough	0.83	0.88	0.89
Ketchikan Gateway Borough	1.01	0.99	0.98
Kodiak Island Borough	1.26	1.32	1.33
Matanuska-Susitna Borough	1.10	1.08	1.18
Live in Mat-Su, work in Anchorage	0.83	0.79	0.89
Sitka, City and Borough	1.19	1.20	1.22
Valdez-Cordova Census Area	0.95	1.00	1.00
Wrangell Borough-Petersburg CA	0.98	0.97	0.98
Survey wide	0.87	0.92	0.92

Note: Index factors in an area's average wages and average rent plus utilities.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section

Overview of area rental markets

Anchorage

The typically tight Anchorage rental market loosened up in 2017. Vacancy increased from 3.8 percent to 5.1 percent, and rent went up by less than 1 percent (\$10).

Anchorage had a building boom between 2002 and 2007, during which it added nearly 3,300 new multi-family units. After that, construction slowed to an average of just under 200 new multi-family units per year. The vacancy rate hit a low of 1.8 percent in 2010, then began to climb again and has been on the rise since. This year's rate is the highest in the past 10 years and well above Anchorage's decade average of 3.5 percent.

The recent rise in vacancy is likely tied to the city's

job losses. Anchorage's average monthly employment in 2016 was down by about 3,000 from the previous year.

Anchorage's average rent for all unit types combined has remained near flat for the past decade, with the last significant increase in 2009.

Matanuska-Susitna

Rent and vacancies both increased in the Matanuska-Susitna Borough in 2017, sending mixed signals.

Mat-Su, which leads the state in new housing construction, built approximately 250 new multi-family units each year from 2014 to 2016, which likely led to more vacancies.

The vacancy rate more than doubled this year, from 3.6 percent to 7.6 percent. The current rate is well above the decade average of 5.1 percent but lower than it was in 2005 and 2006, when it exceeded 9 percent.

Average rent has been on the rise in Mat-Su over the past 10 years, and it increased 2.4 percent this year, to \$1,253.

Kenai Peninsula

The rental market in the Kenai Peninsula Borough has softened, with vacancies up and rents down. Average rent decreased by \$5 this year, or half a percent, after a jump of \$60 in 2016 that followed nearly a decade of mostly moderate increases.

The vacancy rate increased from 8.8 percent to 11.3 percent, which is the area's highest rate since the mid-2000s and well above the decade average of 7.6 percent. Kenai's vacancy rate topped out at 13 percent in 2004.

Kenai lost about 400 jobs from 2015 to 2016, which likely contributed to its higher vacancy rate and decrease in average rent.

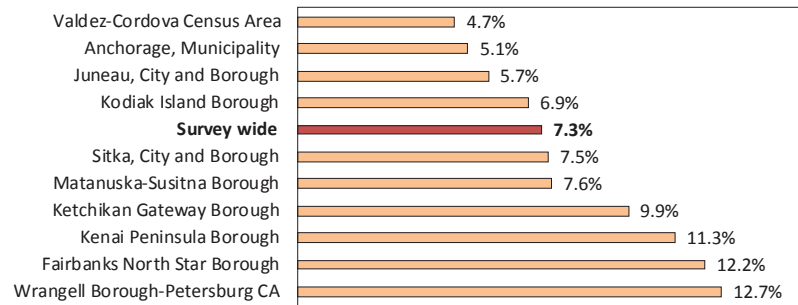
Kodiak

Kodiak's short-term indicators seem contradictory, with fewer vacancies in 2017 plus a decrease in rent, although the longer-term trend is a weaker market with higher vacancy and lower rent.

The vacancy rate fell to 6.9 percent in 2017 from 8.0 percent the year before, but it's still above the decade average of 4.3 percent and has been rising since 2010.

5 Vacancy Rates by Area

MARCH 2017



Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section and Alaska Housing Finance Corporation, 2017 Rental Market Survey

Kodiak is one of the few places in the U.S. where the Coast Guard provides a significant amount of its own housing and requires it to be filled before service people can rent in the local market. The Coast Guard buckled down on that requirement a couple of years ago and last year added about 20 units to its housing inventory.

Kodiak also lost 200 jobs between 2015 and 2016, and the military population decreased by about 7 percent between 2012 and 2016. These factors, combined with the new Coast Guard housing units and shifts in housing requirements, are likely contributors to the area's long-term rise in vacancy.

Average rent fell by \$5 in 2017, although at \$1,443 it remains the highest among surveyed areas. Inflation-adjusted rent in Kodiak has declined by 1.9 percent since the 2010 peak of \$1,472.

Fairbanks

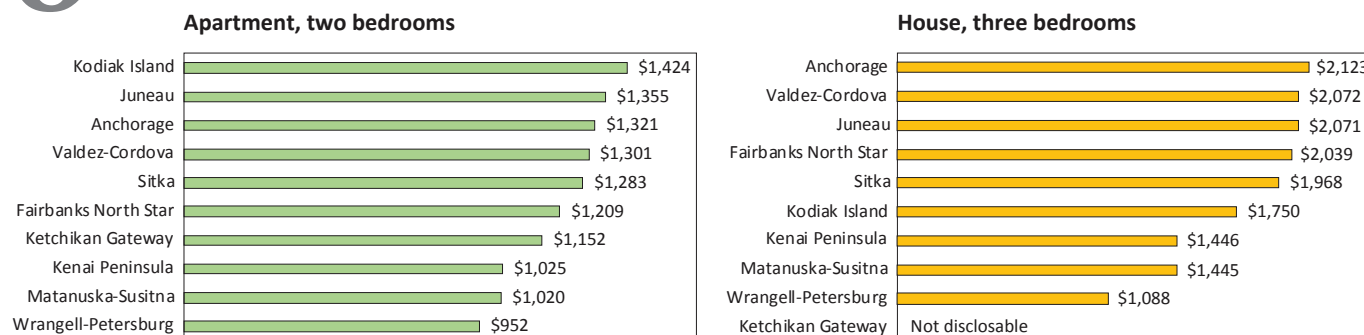
The average rent in Fairbanks — \$1,208, including utilities — increased by nearly a percent after falling in 2016, but it's 2.4 percent lower now than when it peaked in 2010, when adjusted for inflation.

Fairbanks' vacancy rate has swung widely over the past decade. The rate rose to 12.2 percent in 2017, up a full percentage point from 2016 but lower than in 2014 and 2015 when it hovered near 16 percent, its most recent peak. At the opposite extreme, vacancy hit a low of 5 percent in 2010. The 10-year average is near 11 percent, but in the past five years it's been closer to 13 percent.

Fairbanks, whose rental market is influenced by the military and the university, lost population for several years until growing slightly in 2016. The area's total population declined by about 1,700 people from 2012 to 2016, the most recent period available.

6 Average Rent Plus Utilities by Unit Type

BY BOROUGH OR CENSUS AREA, MARCH 2017



Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section and Alaska Housing Finance Corporation, 2017 Rental Market Survey

The borough also lost 600 jobs from 2015 to 2016.

Juneau

Juneau's rental market, which is generally tight, opened up somewhat over the past year as rents went down and the vacancy rate went up. Juneau's rent fell by 2.1 percent, to \$1,305, and the vacancy rate rose from 3.3 percent to 5.7 percent.

Vacancy had been in the 3 percent range for the past six years, although the rate was higher in 2005 and 2009 than it is now.

New construction is one likely factor in the shifting rates. Permits for new multi-family units increased significantly in both 2014 and 2016, totaling more than 300 new units, and those permitted in 2016 could further affect the vacancy rate, depending on when they become available.

Employment loss is also a likely contributor, as the area lost about 300 jobs from 2015 to 2016.

Sitka

Unlike most areas, Sitka's rental market appears to be tightening despite the loss of 300 jobs from 2015 to 2016. Sitka's vacancy rate declined by nearly a percentage point in 2017 and rents went up 7.2 percent, more than any other surveyed area.

Sitka's vacancy rate of 7.5 percent is below its 10-year average of 8.5 percent and down from 8.3 percent in 2016.

Rent has bounced around in the past decade, from below \$1,200 for several years to as high as \$1,310 in 2006. Rents have been on an upward trend since 2014.

This year's increase of nearly \$90 is a large jump, but rent fell by a nearly equal amount from 2010 to 2011. Small areas like Sitka can be particularly sensitive to annual swings.

Valdez-Cordova

The rental market in Valdez-Cordova sent mixed signals in 2017, with rents and vacancies both down from the year before. Rent fell 2.1 percent, to \$1,337, and the vacancy rate dropped from 5.9 percent to 4.7 percent, the lowest in the survey this year.

Rents in Valdez-Cordova have been up and down nearly every other year for the past decade. Rents and vacancies are more volatile in smaller areas, as a small number of units can spur large percent changes.

While the decade average for vacancies is 5.6 percent, the area's rate has also been volatile, spiking over 9 percent twice in the last decade and falling below the current rate in four of the last 10 years.

Ketchikan

The rental market in Ketchikan, which typically has low rents and relatively high vacancy rates, appears to be softening in the short term but the long-term indicators are harder to read. The vacancy rate rose slightly in 2017 and average rent decreased 1.1 percent, to \$1,110.

Ketchikan's inflation-adjusted rent hit a high of \$1,123 in 2010, then fell below \$1,100 and remained there for the next five years.

While the 2017 vacancy rate of 9.9 percent is considerably above the statewide average, it's lower than

Continued on page 13

Military Spending in Alaska

Alaska is third among states for per capita defense spending

By **CONOR BELL**

Alaska's natural resources are its most prominent economic drivers, but its strategic location for the military has also brought a lot of money and an enormous amount of infrastructure into the state.

The federal government spent \$3.3 billion on defense in Alaska during fiscal year 2015, which included wages for active duty and civilian military employees as well as contracting for construction, maintenance, and other services.

That amount was 30th among states, but given Alaska's small population, those expenditures amounted to \$4,446 in federal funding per resident in 2015 — putting Alaska in third among states, per capita. (See Exhibit 1.)

1 Spending Per Resident DEFENSE, 2015

State	Per capita spending
1 Virginia	\$6,324
2 Hawaii	\$5,415
3 Alaska	\$4,446
4 Maryland	\$3,420
5 Connecticut	\$2,701
U.S.	\$1,270
46 Idaho	\$389
47 Tennessee	\$361
48 Oregon	\$335
49 Michigan	\$295
50 West Virginia	\$286

Sources: Defense Manpower Data Center, U.S. Bureau of Economic Analysis, U.S. Census Bureau, and Chmura Economics and Analytics

U.S. citizen, less than a third of per capita spending in Alaska. The two states with higher federal funding per resident than Alaska were Virginia, at \$6,324, and Hawaii at \$5,415. Virginia is a hub for military contractors due to its proximity to Washington, D.C. and its low corporate income tax rates. Hawaii, like Alaska, has a strategic military location and a small population.

The two states with the lowest per capita defense spending, Michigan and West Virginia, each received less than \$300 per resident.

Breaking down defense funding

Of the \$3.3 billion spent in Alaska in 2015, \$1.7 billion went to wages for 28,000 personnel. Of those, 20,800 were active duty service members who were supporting 29,300 dependents. Many active duty military families come from outside Alaska, although they spend money in the state during their tour of duty and sometimes take up residency after discharge.

Private companies operating in Alaska received \$1.6 billion in contracts. Federal contract spending has been lower since the U.S. recession, dropping from a high of \$2.2 billion in 2009. While the national economy has recovered, contract funding is often slower to respond.

The top contractor in 2015 was Arctic Slope Regional Corporation, an Alaska Native corporation, which received payments totaling \$245 million.

State spending comparisons

Nationally, military spending comes out to \$1,270 per

Conor Bell is an economist in Juneau. Reach him at (907) 465-2669 or conor.bell@alaska.gov.



Rolling out a new
regular feature in *Trends*

By **DAN ROBINSON**

Picture how complicated the instrument panel looks when you glance into the cockpit of an airplane. A few main screens are prominent in the middle of a pilot's viewing area, but the rest of the surface is covered with dozens of other gauges.

An economy is similar in that no one measure can tell you everything you need to know, but a handful of relevant indicators warrant constant attention and many more should be regularly monitored.

Starting with this issue, *Alaska Economic Trends* will include an expanded set of economic measures, each of which offers insight into a key aspect of the state's economic health. (See page 14.) The measures are presented as "economic gauges" that show at a glance whether the most recent data put the state above or below its 10-year average, with some providing additional context through historical benchmarks and comparisons to the U.S. economy.

The three major gauges

As with a cockpit dashboard, the three big, detailed gauges — job growth, the unemployment rate, and gross domestic product growth — provide some of the most fundamental information about the health of Alaska's economy.

In most economies, jobs are front and center when assessing economic health, and how many is generally less important than whether the number is increasing or decreasing.

Second, the unemployment rate is a related but complicated measure of the percentage of people who aren't working but are actively seeking work, meaning it excludes those who retire or enter college, for example. Although the unemployment rate can send mixed signals about economic health, it has long been one of the most prominent economic measures.

The third gauge, state gross domestic product, is similar to job growth in that its relevance lies more in whether the value of what the economy produces is increasing or decreasing than in the value itself.

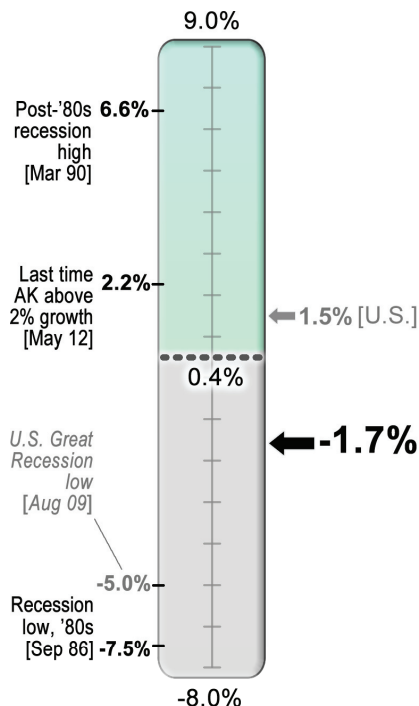
The upper and lower limits of the gauges give some sense of how high and low the measures could move based primarily on history. Some of those telling moments in history, both for Alaska and the United States, are identified on the left side of the gauges. On the right side are the most current data point for Alaska and, for comparison, the same data point for the U.S.

Timing is an issue

When interpreting what the individual measures are saying, especially collectively, it's important to keep in mind that unlike airline pilots, economic analysts

1 A More Detailed Look at Job Growth

JUNE 2017



Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section

often have to wait months to more than a year for reliable information on key economic indicators.

A steep drop in jobs, for example, would typically precipitate declines in population and affect house prices. But because job numbers are available monthly and population numbers only annually, there will be periods when an economic shock or an economic boost will be visible in one indicator but not yet in another.

Zooming in on the big three

The job growth gauge shows that Alaska's job count was down 1.7 percent in June 2017, the most recent month available, from the previous June and that our 10-year average for job growth is 0.4 percent. (See Exhibit 1.)

The gauge also shows that U.S. employment grew 1.5 percent over the same period and that Alaska's current job loss is much smaller than the worst of Alaska's deep 1980s recession, when it bottomed out at -7.5 percent, and smaller than the nation's job loss

Individuals' stories often differ from the story the numbers tell

Economic data showing the relative health of an economy are frequently met with the very human response of, "Nonsense. Things are much worse (or better) than that for me and my neighbors." A person who has just lost a job or had to lay off employees because of an economic downturn may not want to hear that things aren't that bad or that they were much worse back in the day.

The nature of economic data is to provide information in aggregate for an economy. Anecdotes about individuals' experiences with job loss, lower wages, foreclosures, or bankruptcy, for example, humanize the information and make it more real and comprehensible for general interest newspaper and magazine readers. However, the fact that some people's experiences are better or worse than what the aggregate economic data show for the population as a whole doesn't mean the data are faulty.

Knowing to what extent the economy as a whole is under stress is key information for businesses, policy makers, and job seekers. An individual story of economic hardship may have more emotional punch, but the aggregated data — all of those individual stories rolled up into one more complete picture — are the foundation for good economic decision-making.

(-5.0 percent) during the trough of the past decade's "Great Recession."

The gauge also shows high-water marks for the state as it roared out of the '80s recession, recording growth as high as 6.6 percent, and the last time Alaska added jobs at a rate of over 2 percent: May of 2012.

The second gauge shows that the state's unemployment rate of 6.6 percent, though substantially above the U.S. rate of 4.4 percent, is slightly below its 10-year average (7.0 percent). However, more revealing than how Alaska's current rate compares to its 10-year average or historical rates is the fact that it's the highest in the country. With the exceptions of the few other oil-dependent states, most of the U.S. economy is doing well, and unemployment rates for other states and the country as a whole have been on a long downward trend.

The fact that Alaska's rate hasn't risen more, given more than a year of job losses, raises a handful of questions. The answers are mostly speculative for now, given data limitations, but the most likely explanation is that people who lose their jobs have strong incentives to look for work in other states with low unemployment and strong hiring while Alaska's pros-

pects remain uncertain at best.

The third gauge shows Alaska's gross domestic product growth. Because GDP data at the state level can be volatile, the gauge gives a four-quarter moving average, not adjusted for inflation.

As of the fourth quarter of 2016, the value of the goods and services produced in the state was down 0.5 percent from the prior year, well below the 3.0 percent GDP growth in the U.S. economy when using a comparable calculation.

Alaska's most recent decline is much more moderate than both the low point during the state's current recession — a drop of 8.4 percent in the fourth quarter of 2015 — and the U.S. declines during the worst part of the Great Recession.

What the gauge doesn't show is that it represents the fourth year in a row of decline and the first time in the state GDP's modern history that the value has decreased for more than a year. For more detail on the state GDP, see the July issue of *Trends*.

Seven additional measures

Page 15 provides seven additional measures — initial claims for unemployment insurance, wage growth, personal income growth, change in house prices, foreclosure rates, population growth, and net migration — using simple gauges displaying the most recent data, the state's 10-year average, and highs and lows that roughly correspond with historical highs and lows.

In five of these seven measures, Alaska is below its 10-year averages. In two, though — initial claims for unemployment insurance and the foreclosure rate — Alaska is on the positive side of the decade average.

Up usually means strength, and down shows weakness

For all of the gauges, the top half represents relative economic strength and the bottom half indicates weakness. Some of the measures demand a closer look, though, especially when they don't seem to mesh with what the others suggest.

For example, initial claims for unemployment insurance, an indicator where more claims generally sig-



Old gauges, by Felix Padrosa Photography

nals economic distress and fewer claims means the opposite, are substantially lower than the state's 10-year average.

That might reflect fewer-than-normal layoffs in recent weeks, but because initial claims have been low throughout the state's current recession, it might also mean people aren't filing for unemployment insurance, despite losing their jobs. As discussed above, that could be because people who lose their jobs in Alaska are quickly finding work in other states and not filing. But it also raises the question of whether eligible people in the state, for whatever reason, are choosing not to file for benefits.

This highlights one of the objectives of presenting the information this way: to show how complex economies are, with many moving parts and information that can appear contradictory. Often, those apparent contradictions are opportunities for closer examination in accompanying or future *Trends* articles.

On the other hand, foreclosure rates, the other measure showing that Alaska is in a position of relative economic strength, is refreshingly simple. Fewer foreclosures are nearly always positive.

Foreclosures and housing prices have both attracted a lot of attention during the current recession because both showed such dramatic change during the state's 1980s recession. This time, though, foreclosures have remained very low and housing prices have held up well, although a decline in the first quarter of 2017 suggests the recession is beginning to affect the housing market.

Monitoring doesn't necessarily mean controlling

Finally, with all the comparisons to control panels, it's important to note that the ability of policy makers, businesses, or anyone else to move the measures in the short term is limited. Sound policy making, wise investments, and an entrepreneurial citizenry can help create long-term economic health, but state economies are far too large, stable, and complicated to either crash or soar in the short term based on the pull of this or that lever.

In that sense, our economy is more like a glider than a plane. If it's well constructed and maintained, it's much more likely to fly well in a variety of conditions, many of which are largely out of our control.

Dan Robinson is an economist in Juneau and the chief of Research and Analysis. Reach him at (907) 465-6040 or dan.robinson@alaska.gov.

RENTAL MARKET

Continued from page 8

average for Ketchikan and lower than it was in five of the last 10 years. Ketchikan's decade average vacancy rate is 10.4 percent.

Wrangell-Petersburg

Wrangell-Petersburg's survey results were mixed, with rent and vacancies both spiking in 2017. Average rent was \$944, up 6.3 percent, which was the second-largest rent increase this year, after Sitka.

Until 2016, Wrangell-Petersburg's rent had been on a slow decline for much of the last 10 years. The area has the lowest rent but also the lowest average wages of surveyed areas.

The area vacancy rate hit 12.7 percent this year, up from 9.7 percent in 2016 and far above the decade average of 6.9 percent. This year's rate is also the highest since it topped out at nearly 19 percent in 2005, after which it remained elevated for the next two years.

Wrangell-Petersburg is the smallest area surveyed, and small areas tend to have large swings in vacancy rates.

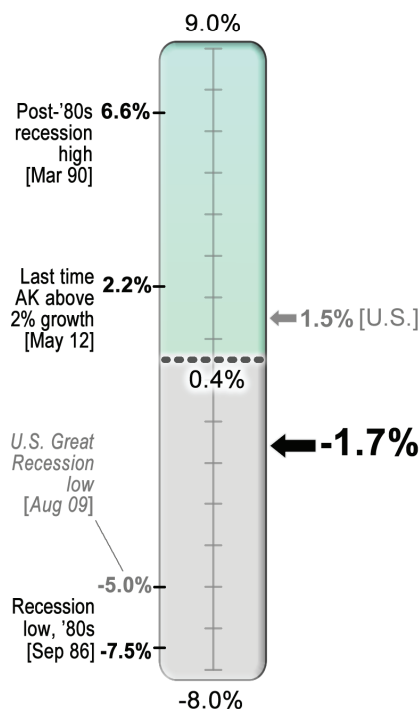
Karinne Wiebold is an economist in Juneau. Reach her at (907) 465-6039 or karinne.wiebold@alaska.gov.

Gauging Alaska's Economy

---- ALASKA'S
10-YR AVERAGE

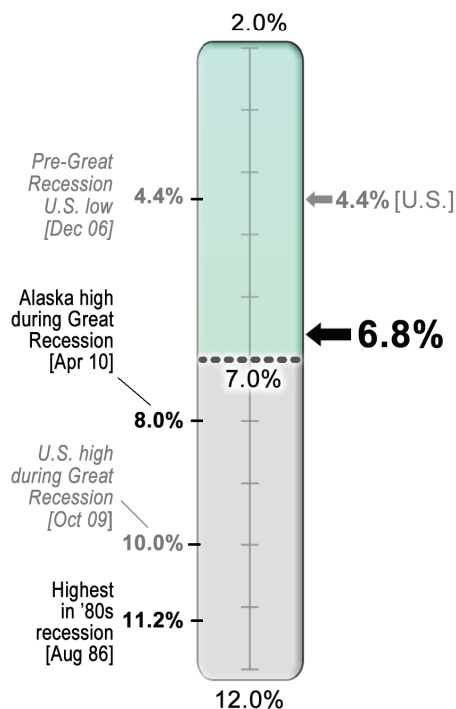
Job Growth

June 2017



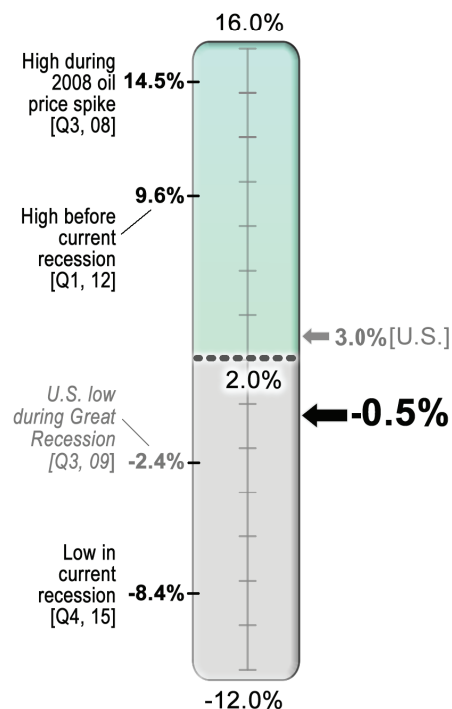
Unemployment Rate

Seasonally adjusted
June 2017



GDP Growth*

4-quarter moving average,
annualized growth, Q4 2016



- Job growth is one of the most reliable and simple measures of economic health.
- Current job losses are much less severe than during our 1980s recession or during the worst months of the U.S. "Great Recession."
- While Alaska has been losing jobs since late 2015, the U.S. has been adding jobs at a steady, moderate rate since late 2010.

- The unemployment rate is an important but complicated measure, especially in Alaska with its large migration flows.
- The unemployment rate can be relatively low in a weak economy if job losers leave the state to look for work.
- Despite a very strong economy in the early 1980s, unemployment rates were in the 9 to 10 percent range.

- Gross domestic product growth is a measure of the market value of all the goods and services produced in Alaska.
- GDP is an important measure, but gains and losses have a diluted impact on the state economy to the degree that producers are national and international entities.
- Current declines are not the deepest in the state's history, but they are the longest. (See the July 2017 issue of *Trends*.)

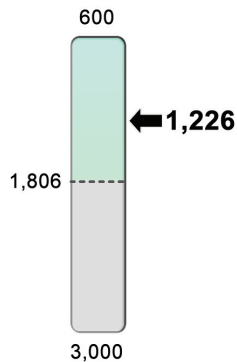
*In current dollars (not adjusted for inflation)

Gauging Alaska's Economy

----- ALASKA'S
10-YR AVERAGE

Initial Claims

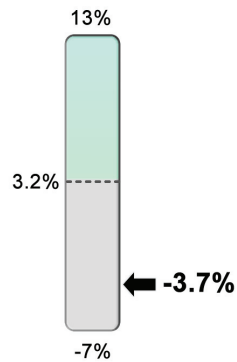
Unemployment, week
ending July 8, 2017



- For a variety of reasons, initial claims are well below the 10-year average despite job losses.

Wage Growth

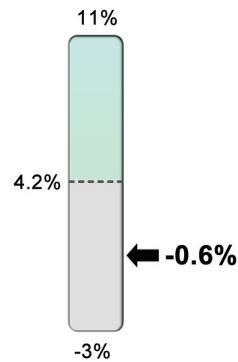
2015 to 2016



- Wage growth is a simple, clear indicator of economic health. The 2016 losses are the worst since 1987 (-6.4%).

Personal Income Growth

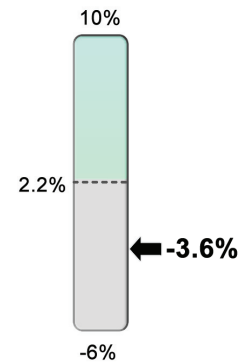
4-qtr moving avg, Q1 2017



- Personal income includes wages as well as government transfer payments and "interest, dividends, and rents." Declines have been small so far.

Change in House Prices

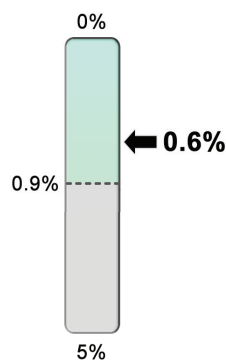
1st Quarter 2017



- This is a somewhat volatile indicator, but the first quarter decline suggests the recession is starting to affect the housing market.

Foreclosure Rate

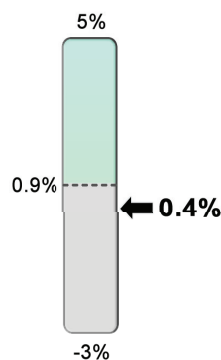
1st Quarter 2017



- Unlike the 1980s Alaska recession or the U.S. Great Recession, foreclosure rates remain low so far.

Population Growth

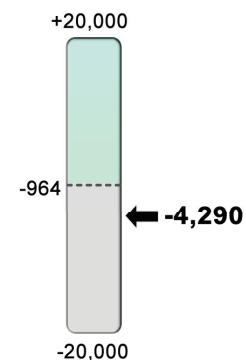
2015 to 2016



- Unlike the 1980s Alaska recession, population has remained relatively stable so far. New estimates for 2017 will be released in the late fall.

Net Migration

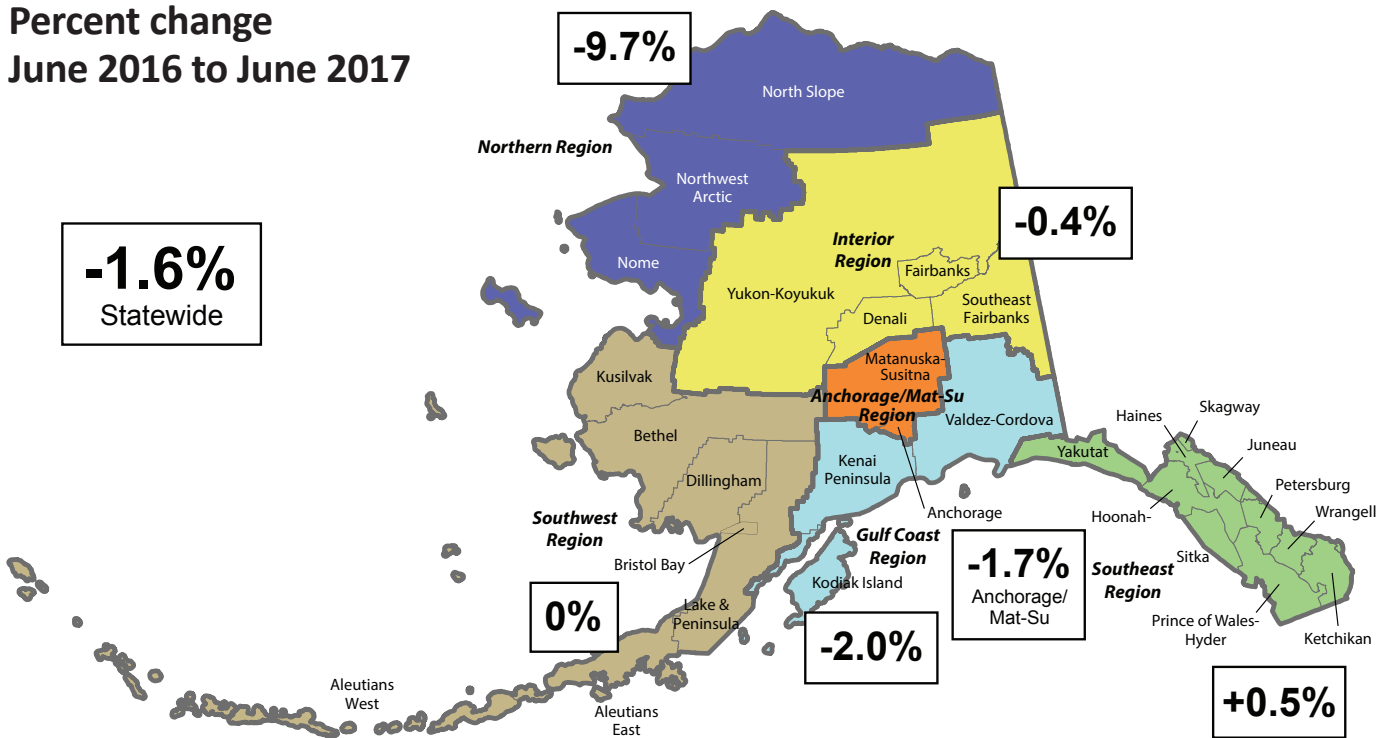
2015 to 2016



- More people have left Alaska than have moved here for the past several years, but the losses have been much smaller than during the 1980s recession. Natural increase (births minus deaths) has roughly offset migration losses.

Employment by Region

Percent change
June 2016 to June 2017



Unemployment Rates

Seasonally adjusted

	Prelim.		Revised	
	6/17	5/17	6/16	
United States	4.4	4.3	4.9	
Alaska, Statewide	6.8	6.7	6.7	

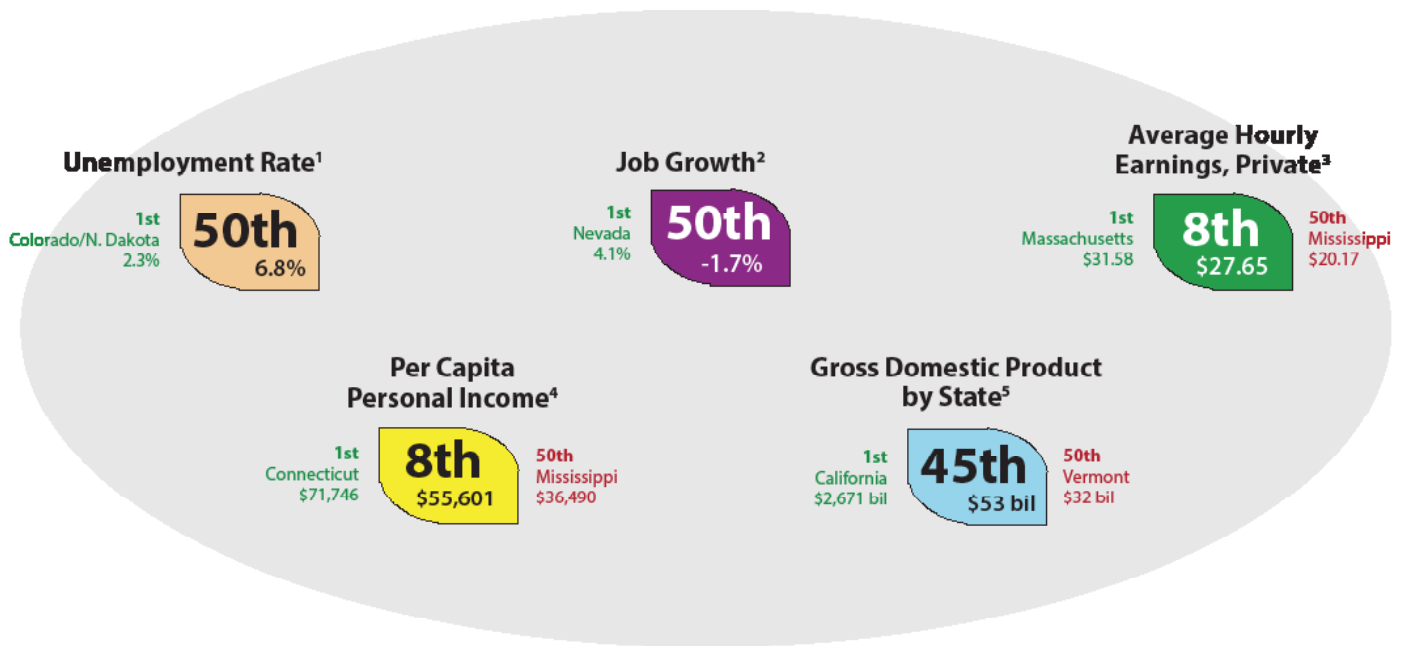
Not seasonally adjusted

	Prelim.		Revised	
	6/17	5/17	6/16	
United States	4.5	4.1	5.1	
Alaska, Statewide	7.0	6.8	6.8	

Regional, not seasonally adjusted

	Prelim.			Revised				Prelim.			Revised				Prelim.			Revised		
	6/17	5/17	6/16		6/17	5/17	6/16		6/17	5/17	6/16		6/17	5/17	6/16		6/17	5/17	6/16	
Interior Region	6.9	6.7	6.5					Southwest Region	11.4	12.6	11.8					Southeast Region	5.6	5.4	5.5	
Denali Borough	4.1	6.1	3.8					Aleutians East Borough	2.7	5.0	3.0					Haines Borough	6.6	7.3	7.6	
Fairbanks N Star Borough	6.3	6.0	5.7					Aleutians West Census Area	3.8	5.8	3.5					Hoonah-Angoon Census Area	8.2	10.0	8.3	
Southeast Fairbanks Census Area	8.8	8.9	9.7					Bethel Census Area	15.9	14.9	15.9					Juneau, City and Borough	4.5	4.1	4.4	
Yukon-Koyukuk Census Area	17.5	16.9	18.6					Bristol Bay Borough	4.4	5.3	4.9					Ketchikan Gateway Borough	5.4	5.7	5.4	
Northern Region	14.0	12.9	12.9					Dillingham Census Area	7.8	10.2	9.0					Petersburg Borough	8.2	8.3	8.2	
Nome Census Area	15.0	13.8	14.8					Kusilvak Census Area	23.7	21.0	24.7					Prince of Wales-Hyder Census Area	10.3	10.0	10.5	
North Slope Borough	8.5	7.5	7.7					Lake and Peninsula Borough	11.5	12.0	13.0					Sitka, City and Borough	4.6	4.3	4.3	
Northwest Arctic Borough	19.5	18.8	16.9					Gulf Coast Region	7.0	7.2	7.1					Skagway, Municipality	3.5	4.0	3.8	
Anchorage/Mat-Su Region	6.5	6.3	6.2					Kenai Peninsula Borough	7.6	7.7	7.7					Wrangell, City and Borough	6.9	6.4	6.9	
Anchorage, Municipality	5.9	5.7	5.6					Kodiak Island Borough	5.3	4.9	5.3					Yakutat, City and Borough	8.3	7.0	6.8	
Mat-Su Borough	8.6	8.2	8.3					Valdez-Cordova Census Area	6.0	7.0	6.3									

How Alaska Ranks



¹June seasonally adjusted unemployment rates
²June employment, over-the-year percent change
³June 2017
⁴First quarter 2017
⁵2016

Other Economic Indicators

	Current		Year ago	Change
Anchorage Consumer Price Index (CPI-U, base yr 1982=100)	218.616	1st half 2016	216.999	+0.75%
Commodity prices				
Crude oil, Alaska North Slope, * per barrel	\$43.63	April 2017	\$32.02	+36.26%
Natural gas, residential, per thousand cubic ft	\$11.38	April 2017	\$9.65	+17.93%
Gold, per oz. COMEX	\$1,273.20	8/2/2017	\$1,372.60	-7.24%
Silver, per oz. COMEX	\$16.64	8/2/2017	\$20.70	-19.61%
Copper, per lb. COMEX	\$287.65	8/2/2017	\$220.90	+30.22%
Zinc, per MT	\$2,780.00	8/1/2017	\$2,275.00	+22.20%
Lead, per lb.	\$1.04	8/1/2017	\$0.81	+28.40%
Bankruptcies				
Business	130	Q2 2017	115	+13%
Personal	8	Q2 2017	13	-38%
	122	Q2 2017	102	+20%
Unemployment insurance claims				
Initial filings	5,022.00	June 2017	4,818.00	+4.23%
Continued filings	33,544.00	June 2017	41,035.00	-18.26%
Claimant count	8,934.00	June 2017	10,638.00	-16.02%

*Department of Revenue estimate

Sources for pages 14 through 17 include Alaska Department of Labor and Workforce Development, Research and Analysis Section; U.S. Bureau of Labor Statistics; U.S. Bureau of Economic Analysis; U.S. Census Bureau; COMEX; Alaska Department of Revenue; and U.S. Courts, 9th Circuit

Safety Minute

Steps to recognize and mitigate wildlife hazards

In Alaska, workers at outdoor sites are often exposed to potential wildlife encounters, and the number of recent bear attacks is a good reminder to employers to review their responsibilities when it comes to wildlife hazards and employee safety. Employers are responsible for training employees to recognize and avoid all workplace hazards, whether from bears, electricity, or chemicals.

The following workplace guidelines are a starting point:

- Assess any actual or potential hazards in the workplace, and involve employees in the evaluation and discussion, when feasible. Make hazard identification part of the job planning process, integrate hazard control or elimination at the onset of the work, and continue that vigilance throughout the task, project, or season.
- Train employees to recognize and avoid unsafe conditions, using recognized safety strategies and techniques to control or eliminate any identified hazards.
- Develop and enforce company policies specific to wildlife safety. Employer safety programs often overlook

written programs and associated employee training.

- Provide first aid training. AKOSH/OSHA standards dictate that if hazardous flora or fauna are present, employees must know what to do in the event of an injury.

A number of resources on safety around wildlife, and specifically bears, are available to employers. For more on bear safety, visit:

<http://dnr.alaska.gov/parks/safety/bears.htm>
<http://www.adfg.alaska.gov/?adfg=livingwithbears.bearcountry>
<http://dnr.alaska.gov/parks/units/kodiak/kodbears.htm>

Report any wildlife encounter to the Alaska Department of Fish and Game via the Wildlife Encounter Report Form at: <https://www.adfg.alaska.gov/index.cfm?adfg=reportwildlifeencounter.main>. Within the Municipality of Anchorage, contact <http://bears.muni.org/reportsighting.aspx>.

Safety Minute is written by the Labor Standards and Safety Division of the Alaska Department of Labor and Workforce Development.

Employer Resources

Hiring workers with disabilities benefits business, community

The U.S. Department of Labor's Office of Disability Employment Policy contains comprehensive resources for employers who recognize the significant return on investing in an inclusive workforce.

ODEP states: "Today more than ever, businesses need people with a demonstrated ability to adapt to different situations and circumstances. And perhaps more than any other group, people with disabilities possess precisely these attributes. On a daily basis, people with disabilities must think creatively about how to solve problems and accomplish tasks. In the workplace, this resourcefulness translates into innovative thinking, fresh ideas, and varied approaches to confronting business challenges and achieving success. What's more, research shows that consumers both with and without disabilities favor businesses that employ people with disabilities. But while research shows that a workplace inclusive of people with disabilities is good for business, not all employers know how to effectively recruit, retain, and advance such individuals."

ODEP topics include building an inclusive workforce, disability etiquette, tax incentives, accommodations and accessibility, and how an inclusive workplace is good for business by demonstrating leadership to community, stake-

holders, and competitors. These resources are available at: <http://www.dol.gov/odep/topics/Employers>.

Alaska employers benefit from the collaborative efforts of several state and federal agencies that specialize in disability awareness, recruitment, and employment. The Department of Labor and Workforce Development's divisions of Vocational Rehabilitation and Employment and Training Services are foremost among the agencies employers partner with to learn about recruiting and employing qualified Alaskans with disabilities. Local Alaska Job Center staff will guide you as you develop your disability employment strategy and find applicants to meet your business needs. Federal contractors in particular may benefit from this partnership by hiring people with disabilities (including veterans) as they strive to reach affirmative action goals.

Be a hero to your staff, an innovator in your community, and a leader among competitors. Get started today by contacting your nearest Alaska Job Center at (877) 724-2539 or <http://jobs.alaska.gov/offices>.

Employer Resources is written by the Employment and Training Services Division of the Alaska Department of Labor and Workforce Development.

QUICKNOTES

Regulating Short-Term Rentals

The concept of renting rooms or homes on a short-term basis is not new. Many cities have boarding houses that rent rooms by the week or month, just as many small towns and rural areas host bed and breakfasts. And in some tourist hotspots, dedicated vacation rentals are common. However, new online services that facilitate short-term rentals have led to a rapid proliferation of home sharing as an alternative to more traditional visitor lodging arrangements in communities across the country. In many places, this trend has sparked debates about whether or not new regulatory or enforcement mechanisms are necessary to mitigate potential effects on host communities. While different localities are likely to draw varying conclusions about the necessity of new standards or procedures, the following sections provide some context and recommendations for local policy.

Background

In many communities, home sharing is one facet of a larger trend commonly referred to as the “sharing economy.” This phrase often encompasses a wide range of transactions mediated by websites or mobile technology related to sharing property or services. Because home sharing has the potential to change the character of established residential areas, many communities are taking a closer look at how best to accommodate the demand for new types of lodging without undermining goals related to housing, land use, or transportation.

There are three basic varieties of short-term rentals: (1) hosted sharing, where the primary occupants of a residence remain on-site with guests; (2) unhosted sharing, where the primary occupants of a residence vacate the unit while it is rented to short-term guests; and (3) dedicated vacation rentals, where there are no primary occupants. Home sharing and vacation rental services can provide residents and landlords an easy way to make some extra income and, in some cases, offering residences exclusively as short-term rentals can be far more lucrative than traditional leases. Meanwhile, the properties marketed through home sharing and vacation rental sites often appeal to travelers looking for a more authentic local experience or affordable alternatives to downtown hotels and motels.

For communities with a mature short-term rental market, new regulations or enforcement mechanisms may seem unnecessary. Many of these cities and counties either already have standards and procedures addressing short-term rentals on the books or have decided, based on experience, that such provisions are unnecessary. Similarly, communities with an abundance of affordable rental housing and relatively inelastic demand for conventional short-term lodging space may not feel the need to add new standards or procedures to their codes. This is because home sharing is unlikely to create housing shortages or provide direct competition for hotels and motels. However, in places with a surge in home sharing combined with a shortage of affordable rental housing or unmet demand for rooms in hotels or motels, new standards and procedures may be appropriate.

Clarify Use Definitions

Many localities explicitly prohibit the rental of rooms or dwelling units for periods shorter than one month, unless owners comply with all applicable local regulations for boarding houses, hotels, motels, or bed and breakfasts. Meanwhile, many other cities and counties explicitly permit the short-term rental of dwelling units, subject to specific operational or location restrictions. However, few localities address short-term rentals in instances where a unit is occupied as a primary residence for the majority of the year. Often this means hosted or unhosted home sharing is either explicitly or implicitly prohibited. Given the prevalence of home sharing, it may make sense to consider adding new definitions for different types of sharing situations, such as hosted or unhosted accessory home sharing and vacation rentals as a primary use.



In some communities with especially high demand for short-term rentals, landlords may be tempted to take units out of the long-term rental market.



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Identify Appropriate Locations

Some cities and counties with mature short-term rental markets permit full-time sharing in zoning districts that include a mix of primary residences and vacation rentals. Others restrict vacation rentals to tourist-oriented districts. One potential risk of permitting home sharing in residential districts is that it may incentivize landlords to take rental properties off the market, creating a shortage of affordable rental housing. Another potential risk is that frequent unhosted sharing and vacation rentals may lead to increased complaints related to noise, traffic, or parking. In areas with high concentrations of home-sharing or vacation rentals, there is also a chance that the fundamental character may change from residential to quasi-commercial.

Consider New Zoning or Licensing Standards

While some cities and counties have elected to explicitly prohibit home sharing altogether, several others have made recent code amendments to accommodate short-term rentals in residential districts, subject to specific zoning or licensing standards intended to mitigate community impacts. These standards address topics such as registration and record keeping, advertising, fees or taxes, annual limits on the total number of short-term rental nights, spatial concentration, inspections, and insurance coverage.

For example, San Francisco prohibits dedicated vacation rentals and requires residents or landlords to register all hosted and unhosted short-term rental units. It limits unhosted rentals to 90 days per year and requires registrants to pay hotel taxes and carry liability insurance for claims up to \$500,000 (\$41A.5.g).

Meanwhile, Portland, Oregon, recently added new standards for accessory short-term rentals to address hosted and unhosted home sharing. For units where no more than two bedrooms are offered as short-term rentals, residents or landlords must obtain an administrative permit and limit unhosted sharing to a maximum of 95 days per year. Accessory short-term rentals offering more than two bedrooms are subject to a conditional use approval process. In both cases, no more than 25 percent of units in multifamily buildings can be used as short-term rentals (§33.207).

In Aspen, Colorado, short-term vacation rentals are permitted by right in most residential districts, provided owners obtain a business license and a vacation rental permit, designate a local property manager, notify any affected home owners association, and pay sales and lodging taxes (§26.575.220).

Evaluate Enforcement Alternatives

Without data from home-sharing and vacation rental services, communities may be dependent on complaint-driven enforcement of regulations for short-term rentals. Instead, cities and counties may find it beneficial to establish a proactive enforcement system to ensure that registered properties are complying with applicable standards. This may involve routine monitoring of listings on home-sharing service websites. In communities with short-term rental regulations, violators are typically subject to fines or the revocation of registrations or permits.

Summary

Home-sharing and vacation rental services are growing trends that show no sign of slowing down. While some communities may ultimately decide that short-term rentals do not have a place in established residential districts, there may be no effective enforcement mechanism for a blanket prohibition. Practically speaking, the key is making regulations that are clear, easily enforced, and do not make residents or landlords out to be scofflaws unnecessarily.

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FURTHER READING

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