

CITY AND BOROUGH OF SITKA

Meeting Agenda - Draft

Planning Commission

Chris Spivey, Chair Darrell Windsor, Vice Chair Randy Hughey Taylor Colvin Victor Weaver

Wednesday, May 15, 2019

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 19-07 Approve the May 1, 2019 minutes.

Attachments: 07-May 1 2019 DRAFT

IV. PERSONS TO BE HEARD

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

- V. PLANNING DIRECTOR'S REPORT
- VI. REPORTS
- VII. THE EVENING BUSINESS
- **B** MISC 19-11 A resolution of the City and Borough of Sitka's Planning Commission of support for the prompt hiring of a Planning Director.

Attachments: Planning Commission Resolution on Hiring a Director

С	CU	JP 1	19-08

Public hearing and consideration of a conditional use permit application for a food cart/outdoor restaurant at Fortress of the Bear. The property is also known as Lot 2, Block 3, Sawmill Cove Industrial Park Resubdivision No. 1. The request is filed by Nina Vizcarrondo and Brittany Dumag. The owners are Leslie and Evelyn Kinnear.

Attachments: CUP 19-08 Vizcarrondo & Dumag FoB Food Cart Staff Report

CUP 19-08 Vizcarrondo & Dumag FoB Food Cart Aerial

CUP 19-08 Vizcarrondo & Dumag FoB Food Cart Floor Plans

CUP 19-08 Vizcarrondo & Dumag FoB Food Cart_Applicant Materials

D CUP 19-09

Public hearing and consideration of a conditional use permit application for a food cart/outdoor restaurant at 130 Lincoln Street. The property is also known as Lot 2A, Ernie's Subdivision. The request is filed by Carlos Hernandez. The owner of record is Stanley Filler.

Attachments: CUP 19-09 Hernandez 130 Lincoln St. Food Cart Staff Report

CUP 19-09 Hernandez 130 Lincoln St. Food Cart Aerial

CUP 19-09 Hernandez 130 Lincoln St. Food Cart Site & Floor Plan

CUP 19-09 Hernandez 130 Lincoln St. Food Cart Applicant Materials

E ZA 19-05

Public hearing and consideration of proposed amendments to Sitka General Code Title 22, Zoning, Chapter 22.16, District Regulations, to amend permitted uses in the Recreation zone for Baranof Warm Springs. The applicant is the Baranof Property Owners Association.

Attachments: ZA 19-05 BPOA BWS Staff Report

ZA 19-05 BPOA BWS Aerial

ZA 19-05 BPOA BWS_US Surveys

ZA 19-05 BPOA BWS Applicant Materials

F 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: P 18-04 Tisher 2370 HPR Staff Report

P 18-04 Tisher 2370 HPR Aerial

P 18-04 Tisher 2370 HPR Prelim Plat

P 18-04 Tisher 2370 HPR Applicant Materials

P 18-04 Tisher 2370 HPR Ocean Ridge Subdivision updated easement

Printed on 5/10/2019

G 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: P 18-02 Licari 2310 HPR Staff Report

P 18-02 Licari 2310 HPR Aerial

P 18-02 Licari 2310 HPR Prelim Plat

P 18-02 Licari 2310 HPR Applicant Materials

VIII. ADJOURNMENT

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

Publish:



CITY AND BOROUGH OF SITKA

Minutes - Draft

Planning Commission

Chris Spivey, Chair
Darrell Windsor, Vice Chair
Randy Hughey
Taylor Colvin
Victor Weaver

Wednesday, May 1, 2019

7:00 PM

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

Present: Chris Spivey, Darrell Windsor, Randy Hughey, Taylor Colvin Absent: Victor Weaver (excused), Aaron Bean (Assembly liason)

Staff: Amy Ainslie

Public: Michelle Cleaver, John Cleaver, Richard Wein, Pauline Fredrickson, Tori Hay,

Mike Hay

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

II. CONSIDERATION OF THE AGENDA

III. CONSIDERATION OF THE MINUTES

M-Windsor/S-Colvin moved to approve the April 3, 2019 minutes. Motion passed 4-0 by voice vote.

A PM 19-06 Approve the April 3, 2019 minutes.

Attachments: 06-April 3 2019 DRAFT

IV. PERSONS TO BE HEARD

V. PLANNING DIRECTOR'S REPORT

Ainslie informed the Commission that there was no progress or news to report on hiring a permanent Planning Director. CBS was in the final stages of selecting a bid for the No Name Mountain/Granite Creek Master Plan. The next meeting's agenda would have two platting actions, a zoning text change, and three conditional use permits.

Hughey noted that he had contacted a UAS Tlingit linguist regarding the proper name of No Name Mountain, as No Name Mountain was inaccurate. Hughey stated that he wished to see the mountain's true name restored as a part of the Master Planning process.

On the absence of a Planning Director, Spivey stated his frustration with the Assembly in not hiring the candidate selected by the hiring committee. Spivey also stated that he felt uncomfortable making some of the major decisions the Commission is tasked with,

such as the No Name Mountain Master Plan and FEMA mapping without the guidance of a Planning Director. Hughey had drafted a resolution urging the Assembly to hire a Planning Director as expediently as possible. Spivey asked to have the resolution and associated discussion on the next agenda.

VI. REPORTS

VII. THE EVENING BUSINESS

B CUP 19-07

Public hearing and consideration of a conditional use permit for a short-term rental at 505 Park Street in the R-1 zoning district. The property is also known as Lot 31 of the Amended Plat of Pinehurst Addition. The applicant is Timothy Riley. The owners of record are Timothy Riley and Sandra Gebler.

Attachments: CUP 19-07 Riley 505 Park STR Staff Report

CUP 19-07 Riley 505 Park STR_Aerial

CUP 19-07 Riley 505 Park STR_Site Plan

CUP 19-07 Riley 505 Park STR_Photos

CUP 19-07 Riley 505 Park STR_Plat

CUP 19-07 Riley 505 Park STR Admin Back-Up
CUP 19-07 Riley 505 Park STR Public Comment

Ainslie delivered the staff report. The proposed short-term rental had one bedroom and one bathroom, with a maximum occupancy of four guests. There were two parking spaces available, though Ainslie noted that the likely traffic generation would be minimal, as many renters would opt to walk or bike given its proximity to downtown, or would have a single vehicle. Ainslie also stated that the renter handout and renter policies offered by the proposed property manager seemed robust.

The applicant, Timothy Riley, answered questions from the Commission. Spivey and Riley discussed potential road construction in the area, and plans to keep renters apprised of construction situations.

M-Windsor/S-Colvin moved to approve the the conditional use permit for a short-term rental at 505 Park Street in the R-1 zoning district subject to the attached conditions of approval. The property is also known as Lot 31 of Amended Plat Pinehurst Addition. The request is filed by Timothy Riley. The owners of record are Timothy Riley and Sandra Gebler. Motion passed 4-0 by voice vote.

M-Windsor/S-Colvin moved to adopt the required findings for conditional use permits. The Planning Commission shall not approve a proposed development unless it first makes the listed findings and conclusions as stated in the staff report. Motion passed 4-0 by voice vote.

C ZA 19-04

Discussion and direction on a zoning text amendment to reflect recently enacted State of Alaska regulations allowing for onsite marijuana consumption facilities. The applicant is Michelle Cleaver.

Attachments: ZA 19-04 Cleaver Onsite Consumption Staff Report

2019-xx Marijuana Onsite Consumption v.2

ZA 19-04 Cleaver Onsite Consumption Application

3 AAC 306.370 Onsite consumption endorsement for retail marijuana

stores

Ainslie explained to the Commission the newly passed State of Alaska regulations regarding on-site marijuana consumption including the licensing process, regulation on construction and operation of such facilities, and sections of Sitka's General Code that would need to be amended to accommodate the new regulations.

Spivey and Windsor stated their concern in hearing the matter prior to a hearing/decision by the local marijuana control board, which is the Assembly. Windsor and Hughey had questions in relation to the smoke-free work place legislation CBS adopted. Ainslie answered that while the legislation exempted on-site marijuana consumption, there was an issue of free standing building requirements.

The applicant, Michelle Cleaver, came forward. Cleaver provided background history around the passage of the new regulations. Cleaver addressed the free-standing building requirements, and requested that the Commission along with the Assembly work together to make the regulations work for the business needs in Sitka. Spivey again stated that the "free standing" issue is outside the purview of the Commission and had to be done by the control board; the Commission was only involved from the zoning regulations.

Richard Wein came forward. Wein offered to work with the applicant and the municipal attorney to create draft language interpretting and applying the free standing requirements in the smoke-free work place legislation to take to the control board.

No action taken.

D P 19- 03

Public hearing and consideration of a conceptual plat for a minor subdivision at 1306 Halibut Point Road in the R-2 zoning district. The property is also known as Lot 1A, Little Critter Subdivision. The applicant is the Sitka Community Land Trust. The owner of record is the Sitka Community Land Trust.

<u>Attachments:</u> P 19-03 SCLT 1306 HPR Staff Report

P 19-03 SCLT 1306 HPR Aerial

P 19-03 SCLT 1306 HPR_Applicant Materials

P 19-03 SCLT 1306 HPR Plat

P 19-03 SCLT 1306 HPR Public Comment

Hughey stepped away from the board as the applicant on the item. Ainslie reminded the Commission that as the applicant, Hughey would not be voting on the item.

Ainslie delivered the staff report, informing the Commission that the SCLT's land had remaining buildable area in the eastern portion of the lot. Ainslie explained the topography challenges from the SCLT's land, making the land not possible for SCLT to develop. Easements could be provided by adjacent properties to enable development and access; Ainslie described the proposed easements as described by the applicant.

Randy Hughey came forward as the applicant. Hughey explained that if the SCLT could

build an affordable home for the project on the lot, they would, but due to the location and topography it was not possible. There was a reasonable offer made by the property owner at 1301 Edgecumbe Drive, Robert Woolsey. The funds from the sale would help to fund the affordable housing project. Colvin asked if the land was buildable, and Hughey answered that it was. Windsor asked if future subdivisions and sales of more property along the eastern side of SCLT's lot were planned. Hughey answered that the idea had been considered, but SCLT had not received interest from adjacent property owners. The proposed subdivision contained the only buildable area in the upland portion of the lot.

Pauline Fredrickson, who resides at 1213 Edgecumbe Drive, came forward. Fredrickson expressed concerns about the maintenance of Kostrometinoff Street, which is functioning as Fredrickson's driveway. Fredrickson has solely paid the expenses to try to maintain and improve the street. Fredrickson asked for documentation on the city's plans and/or schedule for maintenance for Kostrometinoff. Fredrickson's daughter, Tori Hay, asked for clarification on whether the development and occupancy of the newly created lot would require use of Kostrometinoff, and how the maintenance of the street for passibility and safety would be paid for.

Ainslie read a letter from Robert Woolsey into the record describing his plans for the property, and his offer to help with maintenance costs of Kostrometinoff should he need to use it.

The Commission discussed the usage of the road and if there was a mechanism in place to ensure the costs were shared equitably. Ainslie stated that she had spoken to CBS Public Works, and that the users of the street could obtain a license from the city to regulate the use and maintenance. Ainslie noted that she had added the license as a condition of approval in the staff report. The Commission also discussed whether or not the subdivision and subsequent sale was consistent with the intention of SCLT ownership of the land. Spivey said that the conceptual platting requirements had been met, and that SCLT was doing its best to move the affordable housing project forward. Windsor stated that the action also adds to available housing. Spivey finished the conversation by also stating that there was a positive path forward to foster neighborhood cooperation.

M-Colvin/S-Windsor moved to approve the conceptual plat for a minor subdivision at 1306 Halibut Point Road in the R-2 zoning district subject to the listed conditions of approval. The property is also known as Lot 1A, Little Critter Subdivision. The applicant is the Sitka Community Land Trust. The owner of record is the Sitka Community Land Trust. Motion passed 3-0 by voice vote.

VIII. ADJOURNMENT

Seeing no objection, Chair Spivey adjourned the meeting at 8:22 p.m.

CITY AND BOROUGH OF SITKA PLANNING COMMISSION

RESOLUTION NO. 2019-01

A RESOLUTION OF THE CITY AND BOROUGH OF SITKA'S PLANNING COMMISSION OF SUPPORT FOR THE PROMPT HIRING OF A PLANNING DIRECTOR

WHEREAS,	the Planning Director has responsibility for Zoning Code administration in the granting of variances and Conditional Use Permits; and					
WHEREAS,	the Planning Director has responsibility for Platting in the creation of subdivisions and property line adjustments; and					
WHEREAS,	the Planning Director has responsibility for Land Management of city leases and land sales; and					
WHEREAS,	the Planning Director has responsibility for Long Range Planning such as leading the community in dealing with the landslide report from FEMA; and					
WHEREAS, and	the Planning Director has responsibility for issues of Historic Site preservation;					
WHEREAS,	, the delayed execution of these responsibilities inhibits the full enjoyment of property rights by citizens of Sitka;					
	E, BE IT RESOLVED that the Planning Commission urges the City Assembly to g Director without delay.					
*	PROVED, AND ADOPTED by the Planning Commission of the City and tka, Alaska on this day of May, 2019.					
	Chris Spivey, Chair City and Borough of Sitka Planning Commission					
ATTEST:						
Amy Ainslie Planner I						
Sponsors: Hug	ghey / Spivey					



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 19-08

Proposal: Request for food truck/outdoor restaurant Applicant: Nina Vizcarrondo and Brittany Dumag

Owner: Leslie and Evelyn Kinnear

Location: Fortress of the Bear

Legal: Lot 2, Block 3, Sawmill Cove Industrial Park Resubdivision No. 1

Zone: Gary Paxton Industrial Park

Parcel ID: 6-7000-200

Existing Use: Animal sanctuary, visitor attraction

Adjacent Use: Industrial/Commercial

Utilities: Existing

Access: Sawmill Creek Road

KEY POINTS AND CONCERNS:

- Proposed food truck for vending of cooked food dishes
- Located in the GPIP zoning district at a frequented visitor attraction
- Will require DEC permit and approval from local Fire Marshall

RECOMMENDATION:

Staff recommends that the Planning Commission approve the conditional use permit request for a food truck/outdoor restaurant at Fortress of the Bear subject to conditions of approval.

BACKGROUND/PROJECT DESCRIPTION

The request is for a food cart/outdoor restaurant at Fortress of the Bear. The cart would be located next to the main office. Proposed hours of operation are 8am-6pm, however the applicants would like to be able to scale-up operating hours in the future. Anticipated customers are tourists and workers from Fortress of the Bear and Silver Bay Seafoods. The cart is approximately 6 feet by 12 feet.

See applicant's site plan to see layout of proposal.

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: Most customers are expected to be visitors to the Fortress of the Bear, or workers in nearby buildings. Visitors are brought in by bus no major increase in vehicular traffic is expected as a result of the proposal. Nearby workers will need to cross the road. Visibility is generally good along the road to facilitate safe crossing. Some nearby parking is available at the Fortress of the Bear and the Blue Lake trailhead.
- **b.** Amount of noise to be generated and its impacts on surrounding land use: Expected to utilize power from Fortress of the Bear, minimal noise expected.
- **c. Odors to be generated by the use and their impacts:** Cooking of food will result in some odors.
- **d. Hours of operation:** Typical hours of operation are 6-7 days a week, 8am-6pm, with option to operate as much as possible/practical.
- e. Location along a major or collector street: Access from Sawmill Creek Road.
- **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 concerns for traffic; site is only accessible from Sawmill Creek Road.
- **g.** Effects on vehicular and pedestrian safety: Parking is available nearby, and cart will likely attract pedestrians already in the area, bussed in or working nearby. Minimal impact expected.
- h. Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: Site is accessible for police, fire, and EMS response.

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¹ § 22.24.010.E

- **i. Logic of the internal traffic layout:** Site regularly handles visitor bus and foot traffic, cart will be next to main office.
- j. Effects of signage on nearby uses: None.
- **k.** Presence of existing or proposed buffers on the site or immediately adjacent the site: Large structures, fencing, and vegetation on site.
- **l.** Relationship if the proposed conditional use is in a specific location to the goals, policies, and objectives of the comprehensive plan: Conforms to the chapter on Economic Development that supports promoting new entrepreneurial business, supporting the local tourism markets and also locals, while helping to bring more outside money in, and keeping more local money local.
- m. Other criteria that surface through public comments or planning commission review: Public restrooms available at Fortress of the Bear.

RECOMMENDATION

It is recommended that the Planning Commission approve the conditional use permit request for a food truck at Fortress of the Bear subject to conditions of approval.

ATTACHMENTS

Attachment A: Aerial Attachment B: Floor Plan

Attachment C: Applicant Materials

Motions in favor of approval:

1) I move to approve the conditional use permit application for a food cart/outdoor restaurant at Fortress of the Bear. The property is also known as Lot 2, Block 3, Sawmill Cove Industrial Park Resubdivision No. 1. The request is filed by Nina Vizcarrondo and Brittany Dumag. The owners are Leslie and Evelyn Kinnear.

Conditions of Approval:

- 1. All required permits, including but not limited to DEC Food Safety and Sanitation, shall be current at all times that the conditional use permit is utilized.
- 2. Operations shall not obstruct safe pedestrian paths within the parking lot.
- 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. Permit and use shall comply with all local regulations, including building code, fire and life safety, business registration, and remittance of all applicable taxes.
- 6. The applicant shall receive approval from the local Fire Marshal to ensure the cart meets safety requirements.

1) I move to find that: ²

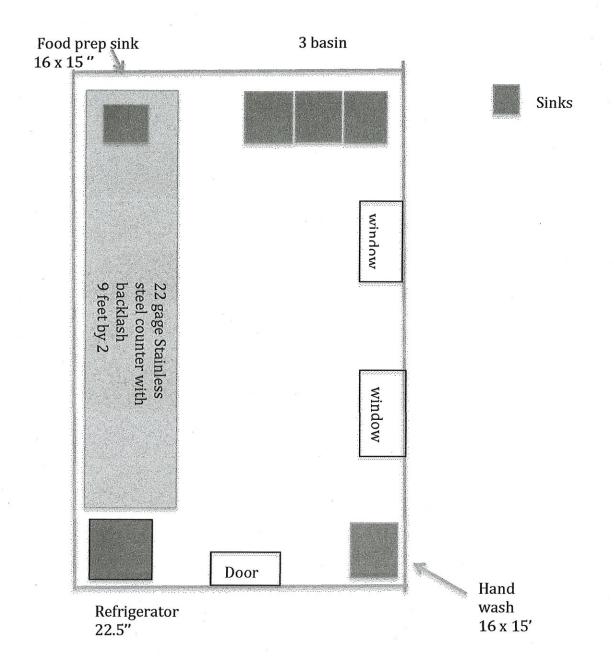
- 1. ... The granting of the proposed conditional use permit will not:
 - a. Be detrimental to the public health, safety, and general welfare
 - b. Adversely affect the established character of the surrounding vicinity; nor
 - c. Be injurious to the uses, property, or improvements adjacent to, and in the vicinity of, the site upon which the proposed use is to be located.
- 2. The granting of the proposed conditional use permit is consistent and compatible with the intent of the goals, objectives, and policies of the comprehensive plan and any implementing regulation,
- 3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.

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

Aerial view





Castaway Floor Plan Overall length 6'x '12





CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT GENERAL APPLICATION FORM

Applications must be deemed complete at least TWENTY-ONE (21) days in advance of next meeting date. Review guidelines and procedural information. Fill form out completely. No request will be considered without a completed form. Submit all supporting documents and proof of payment. APPLICATION FOR: ✓ CONDITIONAL USE VARIANCE ZONING AMENDMENT LAT/SUBDIVISION BRIEF DESCRIPTION OF REQUEST: FOOD TRAILER TO DVOVIOLE bod service options to Fortress of PROPERTY INFORMATION: CURRENT ZONING: MANAGEM (SCS)-GPIP
PROPOSED ZONING (if applicable): PROPOSED LAND USES (if changing):_____ CURRENT LAND USE(S): NON Protit APPLICANT INFORMATION: PROPERTY OWNER: City property 1d-67000200 PROPERTY OWNER ADDRESS: STREET ADDRESS OF PROPERTY: 4639 SAWMIII CIECK ROAD APPLICANT'S NAME: Nina Vizagrondo + Britany Dumag MAILING ADDRESS: 1/3 MOIN LANC EMAIL ADDRESS: CASTOWAY SITKA @ gmail. COM DAYTIME PHONE: 907738 9301 PROPERTY LEGAL DESCRIPTION: TAX ID: ______ LOT: _____ BLOCK: _____ TRACT: _____ SUBDIVISION: _____ US SURVEY: _____

Last Name

Date Submitted

Project Address

REQUIRED INFORMATION: For All Applications: Completed General Application form Supplemental Application (Variance, CUP, Plat, Zoning Amendment) Site Plan showing all existing and proposed structures with dimensions and location of utilities Floor Plan for all structures and showing use of those structures Copy of Deed (find in purchase documents or at Alaska Recorder's Office website) Copy of current plat (find in purchase documents or at Alaska Recorder's Office website) Site photos showing all angles of structures, property lines, street access, and parking – emailed to planning@cityofsitka.org or printed in color on 8.5" x 11" paper Proof of filing fee payment For Marijuana Enterprise Conditional Use Permits Only: **AMCO** Application For Short-Term Rentals and B&Bs: Renter Informational Handout (directions to rental, garbage instructions, etc.) **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 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 Submitted

Project Address

Last Name



AF	MARIJUANA ENTERPRISE SHORT-TERM RENTAL OR BED AND BREAKFAST OTHER:
CR	ITERIA TO DETERMINE IMPACT — SGC 22.24.010(E) (Please address each item in regard to your proposal)
•	Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses:
	None we will be parked in non-driveable
•	Amount of noise to be generated and its impacts on surrounding land use:
	No noise as we will be connected to shore
	power
•	Odors to be generated by the use and their impacts: COOKED FOOD COOYS
•	Hours of operation: Spin 6 PM TOTALLY
•	Location along a major or collector street: NO, ACCLSS by Soumill CYREK ROAD
•	Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario:
•	Effects on vehicular and pedestrian safety: None

Date Submitted

Project Address

Last Name

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Effects of sig	nage on nea	ırby uses:	Sign	rage	only	for	Cour-	<u> </u>	
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Date Submitted

Project Address

Last Name

REQUIRED FINDINGS (SGC 22.30.160(C):

 The granting of the proposed <u>conditional use</u> permit will not: a. Be detrimental to the public health, safety, and general welfare because W()
comply with DEC regulations + traffic laws
b. Adversely affect the established character of the surrounding vicinity, because 1+5
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, because, 1+5 Self CONTAINED
operating on private property;
2. The granting of the proposed <u>conditional use</u> 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 <u>ED 6.5 + 6.7</u> which states <u>SUPPOVTS</u>
local economy + tourism
because the proposal <u>Drovides</u> food options for
tourism and local employers;
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and
enforced, because owners of both businesses
on premise.
ANY ADDITIONAL COMMENTS
Ning Vizcarrondo + Brittany Dumag 4/22/2019 Applicant
Trearrando + 4/22/2019 4639 Sawmill Creek Rd
Last Name Date Submitted Project Address

Nina Vizcarrondo & Brittany Dumag

CastAway



Menu

- Cuban sandwich and plantain chips (prepackaged)
 - Pork, rice, beans and yucca

Hours of Operation

11 AM to 4 PMWednesday to Friday

Equipment



NuWave Induction Cooktop 1300 watts 11 AMPS



Avanti RA 7316PST refrigerator 12 AMPS



Hakka press 110 volts 15 AMPS

Sybo warmer 400 watts



Water heater 120 volts

Water pump 110 volts



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 19-09

Proposal: Request for food truck/outdoor restaurant

Applicant: Carlos Hernandez
Owner: Stanley Filler
Location: 130 Lincoln St.

Legal: Lot 2A Ernie's Subdivision
Zone: CBD Central Business District

Size: 7,749 square feet Parcel ID: 1-0045-000

Existing Use: Eating/drinking establishment Adjacent Use: Commercial, retail, restaurant

Utilities: Existing

Access: Harbor Drive, alley to Lincoln Street

KEY POINTS AND CONCERNS:

- Proposed food truck for vending of cooked food dishes
- Located in the Central Business District on private property
- DEC permit obtained

RECOMMENDATION:

Staff recommends that the Planning Commission approve the conditional use permit request for a food truck/outdoor restaurant at 130 Lincoln Street subject to conditions of approval.

BACKGROUND/PROJECT DESCRIPTION

The request is for a food cart/outdoor restaurant at 130 Lincoln Street. The cart would be located in the back parking lot of Ernie's Saloon, accessed from Harbor Drive or via an alley to Lincoln Street. Typical hours of operation are 6-7 days a week, Monday-Saturday 10am to 4pm and 8pm to 2am Wednesday – Saturday. All food preparation and cooking will be done in the Agave kitchen and kept up to temperature at the cart. The applicant would like to be open as much as possible. Anticipated customers are tourists and locals. The cart is approximately 10 feet by 5 feet.

See applicant's site plan to see layout of proposal.

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: Most customers are expected to be pedestrians, both locals and tourists. Traffic, and foot traffic, is to be expected in the Central Business District. Large parking lot adjacent to proposed site, however, no on-site parking is required in the Central Business District. See item g for additional discussion and condition of approval.
- **b.** Amount of noise to be generated and its impacts on surrounding land use: Expected to utilize power from Ernie's applicant to clarify power source.
- **c.** Odors to be generated by the use and their impacts: Cooking of foods will result in some odors. Food and beverage odors are to be expected in the Central Business District.
- **d. Hours of operation:** Typical hours of operation are 6-7 days a week, Monday-Saturday 10am to 4pm and 8pm to 2am Wednesday Saturday, with option to operate as much as possible/practical.
- **e.** Location along a major or collector street: Pedestrian access from Lincoln Street and Harbor Drive, vehicular access from Harbor Drive only.
- **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 concerns for vehicular traffic anticipated. The Central Business District has numerous vehicular and pedestrian routes.
- **g. Effects on vehicular and pedestrian safety:** Parking is available nearby, and cart will likely attract pedestrians primarily. Minimal impact expected.

¹ § 22.24.010.E

- h. Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: Site is accessible for police, fire, and EMS response.
- **i.** Logic of the internal traffic layout: Large open site set back from a parking lot road, along a pedestrian route connecting Lincoln St. and Harbor Drive.
- j. Effects of signage on nearby uses: None.
- **k.** Presence of existing or proposed buffers on the site or immediately adjacent the site: No significant structural buffers. CBD zone is compact and close proximity of business is expected and existing. Proposal does not change this.
- **l.** Relationship if the proposed conditional use is in a specific location to the goals, policies, and objectives of the comprehensive plan: Conforms to the chapter on Economic Development that supports promoting new entrepreneurial business, supporting the local tourism markets and also locals, while helping to bring more outside money in, and keeping more local money local.
- m. Other criteria that surface through public comments or planning commission review: No restrooms proposed. Restrooms available in Ernie's Saloon and surrounding establishments.

RECOMMENDATION

It is recommended that the Planning Commission approve the conditional use permit request for a food truck at 130 Lincoln Street subject to conditions of approval.

ATTACHMENTS

Attachment A: Aerial Attachment B: Floor Plan

Attachment C: Applicant Materials

Motions in favor of approval:

1) I move to approve the conditional use permit application for a food cart/outdoor restaurant at 130 Lincoln Street. The property is also known as Lot 2A, Ernie's Subdivision. The request is filed by Carlos Hernandez. The owner of record is Stanley Filler.

Conditions of Approval:

- 1. All required permits, including but not limited to DEC Food Safety and Sanitation, shall be current at all times that the conditional use permit is utilized.
- 2. Operations shall not obstruct safe 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. Permit and use shall comply with all local regulations, including building code, fire and life safety, business registration, and remittance of all applicable taxes.
- 6. The applicant shall receive approval from the local Fire Marshal to ensure the cart meets safety requirements.

1) 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
 - b. Adversely affect the established character of the surrounding vicinity; nor
 - c. Be injurious to the uses, property, or improvements adjacent to, and in the vicinity of, the site upon which the proposed use is to be located.
- 2. The granting of the proposed conditional use permit is consistent and compatible with the intent of the goals, objectives, and policies of the comprehensive plan and any implementing regulation,
- 3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.

-

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



Harbor Way

A38A CART = 10'X5 DADING AU 1E-TA (0 LO(0" (FOOD (ART) ERNIE'S SALOON BRENNER'S ART
GALLERY

Lincoln Street.

SITKA PIONERS HOME



https://outlook.live.com/mail/inbox/id/AQMkADAwATY0MDABLWE4OABILWZIYTQtMDACLTAwCgBGAAADwLPNP57OQkCLL%2FwmfUoPFAcAcrFtK... 1/2 and the contraction of the contractio





 Applications must be deemed complete at least TWENTY*ONE (21) days in advance of next meeting date. Review guidelines and procedural information. Fill form out completely. No request will be considered without a completed form. Submit all supporting documents and proof of payment.
APPLICATION FOR: VARIANCE CONDITIONAL USE
ZONING AMENDMENT PLAT/SUBDIVISION
BRIEF DESCRIPTION OF REQUEST: This request is for a food cort
to be located in the back side of Ernics Salaca
selling taxos, all the preparation of food and was to
management will be hardle at Again Restaurant which is our commission
PROPERTY INFORMATION:
CURRENT ZONING:PROPOSED ZONING (if applicable):
CURRENT LAND USE(S): Actail Food Service PROPOSED LAND USES (If changing): NA
APPLICANT INFORMATION: PROPERTY OWNER: STAN FILLER PROPERTY OWNER ADDRESS: PO BOX 777 SITKA
STREET ADDRESS OF PROPERTY: 130 LINCOLN St.
APPLICANT'S NAME: Carlos Alexandia Ambiez Honordoz
MAILING ADDRESS: contos composis abolimais como 409 spruce st Apt 42
EMAIL ADDRESS: Carlos -ambriz 94 @ hatrail, a DAYTIME PHONE: 907-738-7726
PROPERTY LEGAL DESCRIPTION:
TAXID: 1-0045-000 LOT: 2A BLOCK: TRACT: SUBDIVISION: FMIC'S SUBDIVISION US SURVEY: 1474
OS SONVEY.
Hemondoz OS/01/19
ast Name Date Submitted Project Address

REQUIRED INFORMATION:		,	
For All Applications:		· ·	
Completed General Application for	rm		
Supplemental Application (Variance	e, CUP, Plat, Zoning Amendment)		
Site Plan showing all existing and p	roposed structures with dimensions ar	nd location of utilities	
Floor Plan for all structures and sho	owing use of those structures		
Copy of Deed (find in purchase do	cuments or at Alaska Recorder's Office	website) «	
	ase documents or at Alaska Recorder's		
	ructures, property lines, street access,		ng@cityofsltka.org
Proof of filling fee payment			
For Marijuana Enterprise Conditional Us	e Permits Only	*	
AMCO Application	o remits only		
.,			
For Short-Term Rentals and B&Bs:			
Renter Informational Handout (dire	ections to rental, garbage instructions,	etc.)	
CERTIFICATION:			
I hereby certify that I am the owner of the p General Code and hereby state that all of th the best of my knowledge, belief, and profes cover costs associated with the processing o notice will be mailed to neighboring propert Planning Commission meeting is required fo access the property to conduct site visits as a behalf.	e above statements are true, I certify to ssional ability. I acknowledge that payn if this application, and does not ensure y owners and published in the Dally Sit r the application to be considered for a	hat this application meets SCG re ment of the review fee is non-refu approval of the request. I under ka Sentinel. I understand that at approval. I further authorize mun	equirements to undable, is to stand that public stendance at the icipal staff to
Stohen Uralenoo	in (manager)	5219	
Owner Cull Pla Child Ca		Date	
STEPHANIE CHARLES WO	ath, manager		v.
Owner		Date	
I certify that I desire a planning action in con true. I certify that this application meets SCG acknowledge that payment of the review fee and does not ensure approval of the request	requirements to the best of my knowled is non-refundable, is to cover costs as	edge, belief, and professional ab	ility. I
		05/01/19	
Applicant (If different than owner)		Date	
			•
Henordia	05/01/19		
Last Name	Date Submitted	Project Address	



APPLICATION FOR	MARIJUANA ENTERPRISE		
	SHORT-TERM RENTAL OR BED AND BRE	AKFAST	
	OTHER: WOOLWA		
CRITERIA TO DETERM	IINE IMPACT – SGC 22.24.010(E) (Please address each item in regard to your proposal)	
Amount of vehicular t	raffic to be generated and impacts of th	e traffic on nearby land uses:	
M. A. A.			
No impact			
		ng land use: Similar to naise	
as people	come in and out t	ion emic's	
Odors to be generated.	by the use and their impacts:	l colors, net cooking	
food at	the Kart	1000	
8			
	,	: 8:00 pm - 2:00 am	
	,	oxcess from Harber	
drive or Li			
	clients to access the site through residen	tial areas or substandard street creating a cut	
	No impactoralleys	and parking lots in the	place
Effects on vehicular an	nd pedestrian safety: No impac	+	
Heinandez	05/01/19		_
Last Name	Date Submitted	Project Address	

•	Ability of the police, fire, and EMS personnel to respond to emergency calls on the site:
32	Very high because there is a big open area in the perking lot
•	Logic of the internal traffic layout:
•	Effects of signage on nearby uses: No impact
•	Presence of existing or proposed buffers on the site or immediately adjacent the site:
	Somoonding Buildings
•	Relationship if the proposed conditional use is in a specific location to the goals, policies, and objectives of the comprehensive plan (CITE SPECIFIC SECTION AND EXPLAIN):
	local husingss
•	Other criteria that surface through public comments or planning commission review (odor, security, safety, waste management, etc.):
	All the waste will be done at the commissiony
	(Approved by DEC)
,	
-	enada oslo1/19
Last	Name Date Submitted Project Address

REQUIRED FINDINGS (SGC 22.30.160(C): 1. ...The granting of the proposed conditional use permit will not: a. Be detrimental to the public health, safety, and general welfare because we have operating in a bashess orea; 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, because, is a small cart that

wen 3	mpede access	To other	005546565
2. The granting of the	proposed <u>conditional use</u> permit i	is consistent and comp	atible with the intent of the
goals, objectives, and p	olicies of the <u>comprehensive plan</u>	and any implementing	regulation, specifically,
conforms to Compreher	nsive Plan Section ED 6.7	which states _	grow local
businesss			
because the proposal_	will help he to	o set a	besiness
and implan	e my income		<i>;</i>
3. All conditions neces	sary to lessen any impacts of the p	proposed use are cond	itions that can be monitored an
enforced, because	ic owner is on	site	
4			
ANY ADDITIONAL	COMMENTS		
,			
200		05	101/19
Applicant		Date	
Henrondez	0\$/01/19	*	
Last Name	Date Submitted	4	Project Address

Ye-TacoLoco

MENU ITEMS

TACOS & QUESADILLAS

- 1. Steak taco (Steak meat, onion, cilantro, salt, black pepper)
- 2. Chicken taco (Chicken, salt, black pepper, bell pepper, onion)
- 3. Ground beef taco (Ground beef, onion, black pepper, bell pepper, salt)
- 4. Brisket taco (Brisket meat, onion, black pepper, salt)
- 5. Maria (Crunch tortilla, choice of cheese, choice of meat)
- 6. Quesadilla (Choice of meat, choice of cheese)

*Choice of corn or flour tortilla on any item

*Choice of cheese (Mozzarella, Pepper jack, Cheddar)

SALSAS

- 1. Pico de gallo (Tomatoes, onion, jalapeño, cilantro)
- 2. Green salsa (Tomatillos, onion, serrano pepper, cilantro, garlic, chicken base)
- 3. Red salsa (Tomatoes, onion, serrano pepper, garlic, chicken base)
- 4. Avocado salsa (Avocado, tomatillo, onion, serrano pepper, lemon jiuce, cilantro, garlic, chicken base)

Beverages

- 1. Can soda
- 2. Bottled water



Department of Environmental Conservation

DIVISION OF ENVIRONMENTAL HEALTH Food Safety & Sanitation Program

555 Cordova Street, 5th Floor Anchorage, Alaska 99501-2617 Main: 907.269.7640 Fax: 907.269.7510 ytamar.rodr@alaska.gov www.dec.alaska.gov/eh/fss

April 27, 2019

Ye Taco Loco Attn: Mr. Carlos Hernandez 409 Spruce Street Sitka, AK 99835

Re: Plan Review for Ye Taco Loco;

Dear Mr. Hernandez:

Thank you for submitting your Food Establishment Application and Plan Review Application.

This letter serves as the official approval of your plan review application. You should expect to receive a copy of your Food Establishment Permit in the mail shortly, but until then, this letter serves as your approval to operate. An opening inspection from our Department will not be required in order for you to start operating.

You are approved based on the materials you have provided to ADEC. This approval is subject to provisions of the <u>Alaska Food Code</u>, 18 AAC 31. Ensure that all equipment is in working order and that visible, accurate thermometers are in use inside refrigerated equipment.

Here is a link that has resources that may be helpful for you and your facility, which address common food safety risk factors: http://dec.alaska.gov/eh/fss/Food/RF Resources.html.

Please notify our office if there are any significant changes to the facility, style of service, location of service, ownership, or menu changes.

If you have any questions please do not hesitate to contact the Sitka office: at (907) 747-8614 or our main office in Anchorage at 1 (877) 233-3663.

Sincerely,

Bruce Gazaway

Environmental Health Officer

901 Halibut Point Road

Sitka, Alaska 99835



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

Case Number: ZA 19-05

Project Description: Zoning text amendment

Location: Recreation Zoning District/Baranof Warm Springs

Legal Address: US Surveys 3110, 3291A, 3291B

Zoning: Recreation District

Applicant: Baranof Property Owners Association

Owner: Various

PROJECT DESCRIPTION

The request is to amend the zoning code to require three permitted uses in the recreation district to become conditional uses for the Baranof Townsite, defined as US Surveys 3110, 3291A, and 3291B subject to Planning Commission review. The proposed three permitted uses are resort, utility facilities, and public water supply facility. This would be an amendment to Tables 22.16.015-2 (Resort) and 22.16.015-4 (Utility Facility and Public Water Supply Facility). Applicant has provided their rationale that is attached in the packet.

KEY POINTS AND CONCERNS

- Baranof Warm Springs is a unique place in terms of its history, development, and use.
 Neighborhood is recreational cabins and lots. The Townsite has approximately 55 lots. The properties are relatively close to one another, although the neighborhood is in a remote area surrounded by wilderness.
- Given the remoteness and neighbor proximity of the area, the will of the community should be a major factor driving land management and zoning code administration decisions.
- Isolating the Townsite for zoning code administration is unprecedented, and creating conditional uses for public infrastructure is contrary to all other zoning districts.

Providing for today...preparing for tomorrow

STAFF ANALYSIS

Baranof Warm Springs has been a settlement and community for many decades. The area is unique in its natural setting, history, development, and use. While it serves as seasonal residence for most property owners, it is also used by the public at large for recreational purposes. The Townsite is densely developed. Given its use and density, staff feels that the will of the community should be a major driving factor in land management and zoning code administration decisions. The intent of the Recreation District is "...to contain both public and private lands to be used for recreation purposes. Lands designated for this district should be evaluated for long-term public benefits to accrue from the protection offered by this designation." Any proposed changes to uses of this zone should be compatible with the intent of the district.

It's important to note that a lodge is a prohibited use in the Recreation zone, and that a Resort is a permitted use. This does not follow logic or planning practice. As a rule, all uses and critical terms should be defined, however, our zoning code lacks a definition. Staff sees a Resort as synonymous with the definition of a Lodge in that it provides some form of hospitality lodging accommodations and typically provide recreational and boarding/food options (with the exception that lodges in Sitka are often smaller scale than resorts in other locales). The common definition of resort is a place that is a popular destination for vacations or recreation, or which is frequented for a particular purpose; a community or establishment whose purpose or main industry is catering to vacationers.

While staff agree with the resort being changed to a conditional use, staff believe there should be an important distinction in regard to a public water supply facility and utility facility: Only large scale public facilities should be changed to a conditional use permit requirement. Small scale private utility facilities are already permitted accessory uses and should remain so (see Table 22.16.016-1). This must be distinguished from the request so that accessory use utility facilities are still permitted. Over regulation of a property owner's ability to develop their could open a claim to a governmental taking. Further, the proposed change for the utility facilities would go against the permitted nature of utility facilities in all other zones.

Designating the Baranof Townsite as an area with specific/more stringent zoning regulations, while not making the area its own zoning district, is unprecedented in our zoning code. The idea of an overlay district was considered; it was determined between staff and the applicant that an overlay district seemed a "heavy-handed" tool for as few changes as were requested. Using footnotes to delineate particular areas or addresses is however, not unprecedented. A footnote to the General Services table calls out the 1200 block of Halibut Point Road in the R-2 zones for permitted uses regarding veterinary services.

Below is the proposed amendments to the current code as it relates to the three cited uses. After the existing code are the tables that would have to be amended with highlights and struck code struck through and added words underlined.

Table 22.16.015-2 Cultural/Recreational Uses

5017 6		SF		R-1	R-1 MH	R-1 LDMH	R-2	R-2								_		GP	С
ZONES CULTURAL	P(1)	(7)	SFLD(7)	(7)	(7)	(7)	(7)	MHP(7)	CBD	C-1	C-2	WD(2)	I	GI(3)	LI(3)	R	os	(9)	(10)
Library	P								P	P	P			P	P				
Museum	P								P	P	P			P	P				С
Conference	-							G											
center							С	С	P	P	P			С	С				
• Church		С	С	С	С	С	С	С	P	P	P			PU/CS	С				С
Art gallery	P			C(4)	C(4)	C(4)	C(4)	C(4)	P	P	P	С		С	С				
Radio station												P							
RECREATIONAL			1	1	1		ı	Т	Г		ı	Т		ı			1		
Park and recreation														P	P				
• Park	P	P	P	P	P	P	P	P	P	P	P			P	P	P	P		С
• Trails	P	P	P	P	P	P	P	P	P	P	P			P	P	P	P		
Campground	P													С	С		P		
• Resort										P	P			С	С	P P/C(11)			
• Marina	P									P	P	P		С	С	С	P		
Travel trailer/recreational vehicle park	С									P	P	С		С	С				
Ballpark/athletic field	P	С	С	С	С	С	С	С		P	P	P	P	P	С	P			
Amusement and entertainment														PU/CS	С				
• Theater									P	P	P			C	С				
Theater, drive-in										P	P			С	С				
Outdoor amphitheater	P								P	P	P			PU/CS	С		P		
Bowling center									P	P	P			С	С				
Sports club and yacht club	С									P	P	P		С	С		C (5)		
Golf facility	P									P	P			С	С				
Shooting range—indoor	С									С	С			PU/CS					
Shooting range—outdoor										С	С			PU/CS					
• Arcades									P	P	P			С	С				
Community center	С						С	С	P					С	С				
Personal use docks—		C(6)	C(6)	C(6)	C(6)	C(6)	C(6)	C(6)				P		P(8)	P(8)	P(8)	P(8)		

ZONES	P(1)	SF (7)	SFLD(7)	R-1 (7)	R-1 MH (7)	R-1 LDMH (7)	R-2 (7)	R-2 MHP(7)	CBD	C-1	C-2	WD(2)	I	GI(3)	LI(3)	R	os	GP (9)	C (10)
accommodating waterborne aircraft																			
Personal use docks—perimeter of dock and float exceed 300 linear feet		С	С	С	С	С	С	С				P		P(8)	P(8)	P(8)	P(8)		
Personal use docks—one lease slip, float houses permitted in accordance with the Sitka Coastal Management Program, no linear perimeter restriction, allowing liveaboards, and allowing float planes												Р		P(8)	P(8)	P(8)	P(8)		
Personal use docks—no perimeter restrictions, no restrictions on liveaboards and float planes. Float houses allowed if permitted in accordance with Sitka Coastal Management Program										P	P	P	P	P(8)	P(8)	P(8)	P(8)		
Personal use docks—one nonfee liveaboard		Р	P	Р	Р	Р						P		P(8)	P(8)	P(8)	P(8)		
• Personal use docks—liveaboards, no more than 300- foot perimeter							P	P				P		P(8)	P(8)	P(8)	P(8)		
Community personal use docks		С	С	С	С	С	С	С				P		P(8)	P(8)	P(8)	P(8)		
Commercial use docks										P	P	P	P	С	С	С	С		

P: Public Lands District

C-1/C-2: General Commercial and General Commercial/

Mobile Home Districts

WD: Waterfront District

I: Industrial District

SF: Single-Family District

SFLD: Single-Family Low Density District

R-1: Single-Family/Duplex District

R-1 MH: Single-Family/Duplex/Manufactured Home District

R-1 LDMH: Single-Family/Duplex and Single-Family/Manufactured Home LI: Large Island District Low Density Districts

GI: General Island District

R: Recreational District

R-2: Multifamily District OS: Open Space District

R-2 MHP: Multifamily/Mobile Home District GP: Gary Paxton Special District

CBD: Central Business District C: Cemetery District

^{1.} Public facilities not otherwise identified may be permitted in the public zone subject to planning commission recommendation and assembly approval subject to findings of fact that show the use is in the public interest, all reasonable safeguards are to be employed to protect the surrounding area, and that there are no reasonable alternative locations for the use.

- 2. All uses in the waterfront district are intended to be water-related or water-dependent except that upland uses may be non-water-related.
- 3. Uses listed as conditional uses in the GI and LI zones may be considered, but not necessarily approved, on a case-by-case basis.
- 4. When operated as a home occupation.
- 5. Sport fishing lodges.
- 6. Any waterborne aircraft approved through the conditional use process shall be restricted to those owned by the upland property owner or long-term lessee that are not used for commercial purposes. Waterborne aircraft shall also only be allowed on docks in a secure environment.
- 7. The city requires liveaboards in R-1, R-2, SF, and related zones to meet the relevant liveaboard regulations that are required in the municipal harbor regulations under "liveaboards."
- 8. Waterborne aircraft that moor on docks on an ongoing basis are allowed as a permitted use on personal use and community personal use docks if they are solely used by the owners of the property and are solely used for noncommercial purposes. All nonprivate use of waterborne aircraft would require conditional use approval.
- 9. Any uses except retail and business uses and natural resource extraction and mining support facilities uses may be approved in accordance with Section 2.38.080.
- 10. All uses in the cemetery district are intended to be cemetery-related and conducted with reverence and respect for those interred.

11. Conditional use for Baranof Townsite (USS 3110, 3291A, and 3291B)

Table 22.16.015-4 Public Facilities Uses

ZONES	P(1)	SF	SFLD	R- 1	R-1 MH	R-1 LDMH	R-2	R-2 MHP	CBD	C-1	C-2	WD (2)	I	GI(3)	LI(3)	R	os	GP (6)	C (8)
GOVERNMENT SERVICES										С									
Public agency or utility office	P								P	С				PU/CS	С				
Public agency or utility service yard	P									С		P	P	С	С				
Public agency warehouse	P									С		P	P	С	С				
PUBLIC SERVICES									•							•			
Courts	P								P					С	С				
Police station	P								P	P	P			С	С				
Fire station	P			С	С	С	С	С	P	P	P	С	С	PU/CS	С	С			
Utility facilities (transformers, pump stations, etc.)	P	Р	P	P	P	P	P	Р	P	Р	P	P	P	P	P	P P/C(9)	Р		
Solid waste transfer facility	C(4)									С	С	С	С	С	С				
Landfill	P												С	С	С	С			
Land clearing landfills	С												С						
Wastewater treatment plant	С									С	С	P	P	С	С				
Public water supply facility	P									P	P	P	P	С	С	P P/C(9)			
Public transportation facility/airport	С		_						С	С	С	P(5)	P	С					
Animal shelter	P									С	С		С	С					
Recycling facility	С																		

ZONES	P(1)	SF	SFLD	R-1 MH	R-1 LDMH	R-2	R-2 MHP	CBD	C-1	WD (2)	I	GI(3)	LI(3)	R	os	GP (6)	C (8)
Housing support facility (7)						С	С										

P: Public Lands District C-1/C-2: General Commercial and General Commercial/ Mobile

Home Districts

SF: Single-Family District

SFLD: Single-Family Low Density District WD: Waterfront District

R-1: Single-Family/Duplex District I: Industrial District

R-1 MH: Single-Family/Duplex/Manufactured Home District GI: General Island District

R-1 LDMH: Single-Family/Duplex and Single-Family/Manufactured Home LI: Large Island District

Low Density Districts

R: Recreational District

R-2: Multifamily District OS: Open Space District

R-2 MHP: Multifamily/Mobile Home District GP: Gary Paxton Special District

CBD: Central Business District C: Cemetery District

P-Permitted

C-Conditional Use Permit Required

PU/CS-Permitted on Unsubdivided Islands and Conditional Use on Subdivided Islands

F. Public Facilities Uses Table 22.16.015-4 Footnotes.

- 1. Public facilities not otherwise identified may be permitted in the public zone subject to planning commission recommendation and assembly approval subject to findings of fact that show the use is in the public interest, all reasonable safeguards are to be employed to protect the surrounding area, and that there are no reasonable alternative locations for the use.
- 2. All uses in the waterfront district are intended to be water-related or water-dependent except that upland uses may be non-water-related.
- 3. Uses listed as conditional uses in the GI and LI zones may be considered, but not necessarily approved, on a case-by-case basis.
- 4. Minimum site area is twenty acres.
- 5. Ferry terminals, barge freight terminals, docks, and harbor facilities including float plane facilities, fueling piers and tank farms, and other port facilities are permitted principal uses subject to planning commission review and public hearing and assembly approval of a binding site plan.
- 6. Any uses, except retail and business uses, and natural resource extraction and mining support facilities uses may be approved in accordance with Section 2.38.080.
- 7. In which the primary purpose of the support facility is to support and maintain housing-related programs in the immediate area.
- 8. All uses in the cemetery district are intended to be cemetery-related and conducted with reverence for those interred.
- 9. Conditional use for Baranof Townsite (USS 3110, 3291A, 3291B).

RECOMMENDATION

Staff has a neutral position on the proposal. Baranof Warm Springs is a unique area in its history, development, and use. Isolating the Townsite in the code has pros and cons from a zoning perspective. The specific treatment of the area recognizes its unique status/use, but also complicates, rather than simplifies, zoning administration. Further, creating conditional uses for public infrastructure is contrary to all other zoning districts.

Staff will take direction from the Commission based on their consideration of competing factors: public interest/input, the uniqueness of the area, and zoning code administration.

POSSIBLE MOTIONS

I move to recommend approval to the City Assembly of a change to the Sitka General Code, Title 22 regarding uses of Resort, Utility facilities (transformers, pump stations, etc.), and Public water supply facility in the Recreational District being changed from permitted to conditional for the Baranof Townsite, defined as USS 3110, 3291A, and 3291B.

OR

I move to postpone recommendation of approval to the City Assembly of a change to the Sitka General Code, Title 22 regarding uses of Resort, Utility facilities (transformers, pump stations, etc.), and Public water supply facility in the Recreational District being changed from permitted to conditional for the Baranof Townsite, defined as USS 3110, 3291A, and 3291B.

ATTACHMENTS

Attachment A: Aerial

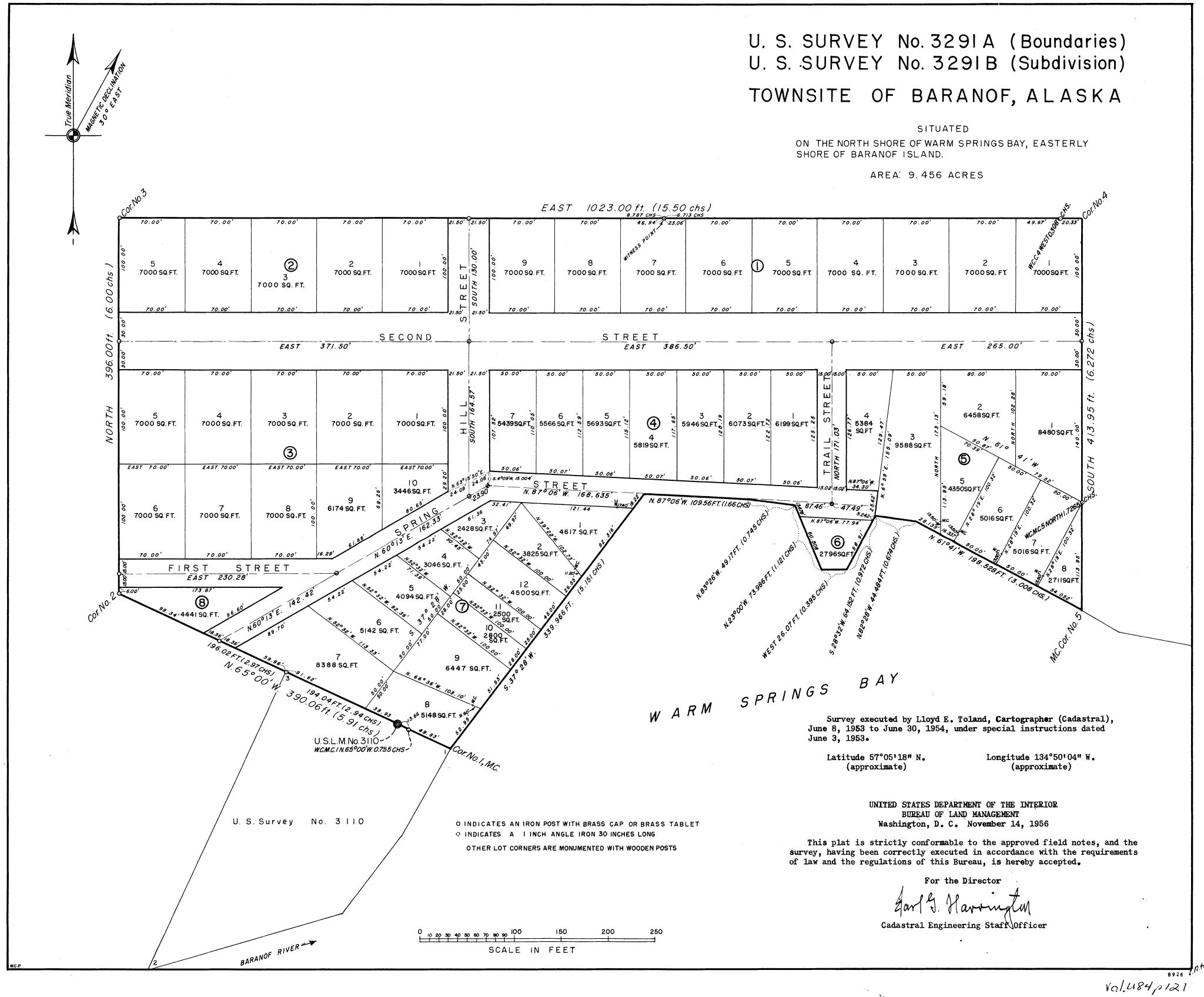
Attachment B: US Surveys (USS 3291A&B, USS 3110)

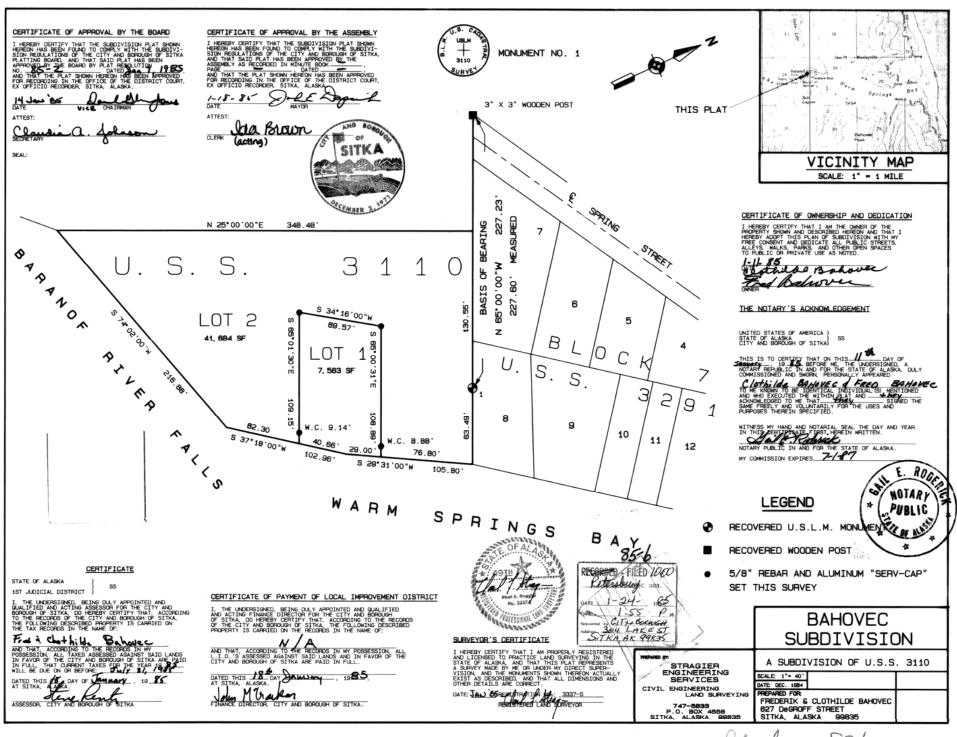
Attachment C: Applicant Materials



Aerial views of Baranof Warm Springs showing the Townsite and dock









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 <u>completely</u>. No request will be considered without a completed form.
 4. Submit all supporting documents and proof of payment.

4. Submit all supporting documents a	ind proof of pay		
APPLICATION FOR: VARIANCE	Ē	☐ CONDITIONAL USE	
ZONING	AMENDMENT	☐ PLAT/SUBDIVISION	" 0
BRIEF DESCRIPTION OF REQUEST:	Chanc	re"P" to C	- for
Rechastional	Distric	tuses: "	Resort"
Recircational = "Utility face PROPERTY INFORMATION: 5	alities	= "and"Pobl	ic water
Ollylac	31000	Facility"	.100012
PROPERTY INFORMATION:	purply	- Jack 19	
CURRENT ZONING:	_PROPOSED ZONIN	G (if applicable):	
CURRENT LAND USE(S):	PROPOSI	ED LAND USES (if changing):	
APPLICANT INFORMATION:			
PROPERTY OWNER:	(3		
PROPERTY OWNER ADDRESS:			
STREET ADDRESS OF PROPERTY:			
APPLICANT'S NAME: Ted La	ruten k	perg	
MAILING ADDRESS: 712 Eto	lin St	. Sitka	
EMAIL ADDRESS: tllaufen	egnail, cov	\underline{N} daytime phone: $\underline{907}$	623-7107
EMAIL ADDRESS: tllaufen (DAWN YOUN)	J-738-3	517 dawn@man	Kdawn young : con
PROPERTY LEGAL DESCRIPTION:			0 0
TAX ID:LOT		BLOCK:T	RACT:
SUBDIVISION:		US SURVEY:	E F
	OFFICE U		
COMPLETED APPLICATION M. NARRATIVE ML FEE /00 + 5 % S.T.	March 13,2018	SITE PLAN	NA
NARRATIVE MY		CURRENT PLAT	NA
FEE 100 + 5% S.T.	/	PARKING PLAN	MA

REQUIRED SUPPLEMENTAL INFORMATION:	
For All Applications:	For Conditional Use Permit:
Completed application form	Parking Plan
Narrative Attached	Interior Layout
Site Plan showing all existing and proposed structures with dimensions and location of utilities	For Plat/Subdivision:
MA Deed	Three (3) copies of concept plat
Copy of current plat	Topographic information
	Proof of Flagging
Proof of filing fee payment	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 General Code and hereby state that all of the above statements are the best of my knowledge, belief, and professional ability. I acknow cover costs associated with the processing of this application, and condice will be mailed to neighboring property owners and published Planning Commission meeting is required for the application to be access the property to conduct site visits as necessary. I authorize the behalf.	e true. I certify that this application meets SCG requirements to veledge that payment of the review fee is non-refundable, is to does not ensure approval of the request. I understand that public in the Daily Sitka Sentinel. I understand that attendance at the considered for approval. I further authorize municipal staff to
	· ·
Owner	Date
I certify that I desire a planning action in conformance with Sitka Go true. I certify that this application meets SCG requirements to the backnowledge that payment of the review fee is non-refundable, is to and does not ensure approval of the request.	pest of my knowledge, belief, and professional ability. I
Applicant (If different than owner)	Date

A petition by Baranof Property Owners Association

Change: Three of the <u>Permitted Uses</u> in the Recreational District (R) to <u>Conditional Uses</u>.

"Resort", "Utility Facilities", and "Public Water Supply Facility"

The rationale for requesting these changes is to assure that property owners in these very rural, undeveloped, recreational settings have full review of any uses that might cause significant changes to the quiet and self-sufficient life enjoyed in such settings. Properties in the Townsite of Baranof Warm Springs and Goddard Hot Springs have this "R" zoning tag.

Present residence owners at Baranof Warm Springs Townsite are in support of retaining the character and mixture represented in our present housing stock. A review of the zoning details in the present Recreational District (R) shows three permitted uses that are outside our present uses. Our general concept is to provide democratic process (public review and input) for any uses that fall outside of the status quo.

Resort- This use is *undefined* at present. It conjures up a variety of images that cover the spectrum from ...a small woodland cluster of log cabins to.... a high-rise beach-front glass & steel 40-story tower on a sandy beach. We believe a potential developer should be required to present to the Commission to provide disclosure in a public setting. During that "Conditional Use" hearing, the property/cabin owners would give feedback to the Commission and the Assembly for full review of a possible "resort".

Utility Facilities- During the course of most utility facility installations, property owners should be given the opportunity to know *what is being installed and why*. Will there be noise, smells, ugliness or other aesthetics that will be unpleasant? This review should be made a requirement to reinforce the concept that the utility is meant to serve the residents (...a common purpose for utilities). In this case, we are also keen to avoid the construction/installation/day-to-day costs of the utility if the residents are not in favor of this utility. (i.e. an extension of the "no taxation without representation" principle.)

Public Water Supply Facility- The previous comments apply to this use as well. Making this a conditional use will provide the necessary forum for review of the proposed water supply facility.... by those who will be "served" by such a facility.

We look forward to discussing this proposal with you at your earliest convenience.

Respectfully Submitted:

Ted Laufenberg, President
Baranof Property Owners Association
cc: John Herchenrider, Vice-President
Bridget Kauffman, Secretary
Dawn Young, Treasurer

Approx - may not be the exact RECEIVED MAR 27 2019

From: Baranof Property Owners Association (BPOA)

To: CBS Planning Department

Regarding: Addendum to Zoning code amendment

BPOA Evaluation during the Annual Membership meeting-July 8, 2018

BPOA members encouraged the Exec. Comm. to continue its work begun in March, '18 on changing the zoning of just the townsite areas of the Bay, not the areas outside the original USS 3110 and USS 3291A&B townsite plats. Currently resorts and Public Utilities are allowed within the townsite.

-Zoning Changes requested:

- -Resorts should be conditional and write a definition that makes common sense. That Lodges are not allowed and "undefined" resorts are currently permitted, doesn't make sense.
- -Public facility, Public water, Utilities We read this as producing utilities for others. These should all be conditional. However, Small residential systems that are accessory to the primary residence or are shared with one other residence would be still be permitted (a footnote in the use table would fulfill this concept).

Motion w/ Second:

BPOA supports Sitka amending zoning/code for the townsite so a resort would be a conditional use. Utility, public facility, public water: Each could be done by conditional use permit in the townsite. Any private accessory use (not the principal use) of utilities on private lots would still be permitted. Approved unanimously by voice vote.

Subsequent discussions with Planning Director Brylinsky and Planner Ainslee indicate that an Overlay Zone is the means for accomplishing this objective.

This summary extracted from the American Planning Association:

An overlay zone is a zoning district which is applied over one or more previously established zoning districts, establishing additional or stricter standards and criteria for covered properties in addition to those of the underlying zoning district. Communities often use overlay zones to protect special features such as traditional housing, wetlands, steep slopes, and recreational uses.

Historical and Legal Implications — As with traditional zoning, uses that can be justified as contributing to the health, safety, and welfare of the population are generally allowed to be regulated via overlay zoning. Common regulations include those for historic districts or natural resource protection, though local governments are given broad authority to determine what regulation is in their community's best interest.

In this instance, the Overlay Zone is requested to be the Baranof Warm Springs townsite; US Survey (USS) 3110, 3291 A and 3291B.

Respectfully,

Ted Laufenberg, President, Baranof Property Owners Association

PO Box 2016, Sitka, AK 99835 ph. 907-623-7107 (See attached listing of members)

To: Amy Ainslie, CBS Planner

From: Ted Laufenberg, Baranof Property Owners Assoc.

Subject: Alternative approach to Zoning Code amendment

During our short discussion on Friday (4/12/19) a new concept for creating the zoning changes was brought forward. Instead of the "Overlay District" with its complicating language and definitions, the zoning amendments could be made in the Use Tables with footnotes for the affected area. Please feel free to further refine these proposed changes to accomplish the same results.

Proposed Changes for R-zone to accomplish identical results to a Baranof Warm Springs Overlay District

Table 22.16.015-1 Residential Land Uses -No Change

Table -2 Cultural/Recreational Uses

Resort P/C(10)

Footnote 10: Conditional for Baranof Townsite (USS 3110, 3291A, 3291B)

Table -4 Public Facilities Uses

Utility facilities (transformers, pump stations, etc.) P/C(8)

Public water supply facilities P/C(8)

Footnote 8: Conditional for Baranof Townsite (USS 3110, 3291A, 3291B)



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 and Halibut Point Road

Access: Kramer Avenue

KEY POINTS AND CONCERNS:

- Access via Kramer Avenue passes through low, moderate, and high landslide risk zones
- Holistic review of vacation request and Licari Subdivision is required
- 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: Approve the proposed preliminary plat for a minor subdivision subject to the attached conditions.

BACKGROUND: The proposed minor subdivision is of lot 1 of the Ocean Ridge Subdivision (ORS), a subdivision created from lot 14 of US Survey 2418. ORS has four lots. There was an access easement from Halibut Point Road that went through all four lots, primarily serving lots 1 and 4. It was determined due to topography this easement was not suitable for access to lot 1, there was no existing maintenance agreement for the easement, and a structure (a large garage/shop with an apartment above) had been built on top of the easement on lot 4. It was the determination of previous planning staff that this easement should be corrected to no longer serve lot 1, parts of the easement should be vacated and redrawn to end at the boundary line between lots 3 and 4, and a maintenance agreement should be adopted by the property owners. These actions have been completed; the new easement and maintenance agreement are in Attachment D.

Relation to platting action P 18-02: JPJL (owned by John and Jamie Licari) owns the adjacent property to the south of Lot 1 ORS. The JPJL lot provides contact to Halibut Point Road to connect upland lots to utilities (sewer and electricity), including the proposed Tisher subdivision. JPJL is willing to grant the utility and access easements with the understanding that Mr. Tisher will purchase the newly created lot resulting from JPJL's subdivision.

PROJECT DESCRIPTION:

The new subdivision, Tisher Subdivision, will create four lots from Lot 1 ORS. The proposed size of each lot is: Lot 1 - 36,419 square feet, Lot 2 - 39,794 square feet, Lot 3 - 36,861 square feet, Lot 4 - 29,398 square feet. The lots will be accessed from Kramer Avenue. Currently, there is a CBS gate blocking access to the area, however, the road is suitable for vehicular access. CBS Public Works is amenable to granting a license to allow the applicant to relocate the gate farther north on Kramer Avenue to enable access to the proposed subdivision. There would be an access easement through lot 2 to provide access to lots 3 and 4.

CBS Public Works would also grant a license to the applicant to extend water lines north on Kramer Avenue to serve the subdivision. The applicant has been working with ADEC and CBS Public Works on utility and drainage issues. The subdivision will have four lots, each has a roughed in building pad in place and some grading has taken place.

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

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¹ SGC 21.04.020

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: 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. The land is buildable; four building pads have been cleared and some grading has taken place.

Utilities: Utility easements are shown. CBS Public Works will work with the applicant to secure necessary licenses. Applicant has also worked with ADEC for sewer installation.

Access, Roads, Transportation, and Mobility: The applicant will need to provide evidence that these access points 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 final plat of the Tisher Subdivision, all access and utility easements and associated agreements will need to be drafted and agreed to.

Public, Health, Safety and Welfare: Applicant should work with USACE to address potential wetlands. The interim Police Chief found no public safety concerns during the design review committee process.

Rec, Light, Air: Potential impact to use of Kramer Avenue for recreation. Other impacts are expected to be minimal.

Orderly and Efficient Layout and Development: The proposed subdivision in platting action P 18-02 while independent of this request, is directly related. Considering both proposals at this time is the most complete and efficient approach.

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² SGC 21.40.120

Comprehensive Plan

The proposed minor subdivision complies with Comprehensive Plan Section on Housing by "expanding the range, affordability, and quality of housing in Sitka while maintaining attractive, livable neighborhoods."

RECOMMENDATION

Staff recommends that the Planning Commission move to approve the proposed subdivision subject to the attached conditions and findings.

ATTACHMENTS:

Attachment A: Aerial

Attachment B: Preliminary Plat

Attachment C: Applicant Materials (including ADEC correspondence and drainage report)

Attachment D: Ocean Ridge Subdivision updated easement

RECOMMENDED MOTIONS

1) <u>I move to approve the preliminary plat for minor subdivision to result in four lots at 2370</u> Halibut Point Road in the R-1 MH District subject to the attached conditions. 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.

A. Conditions of Approval:

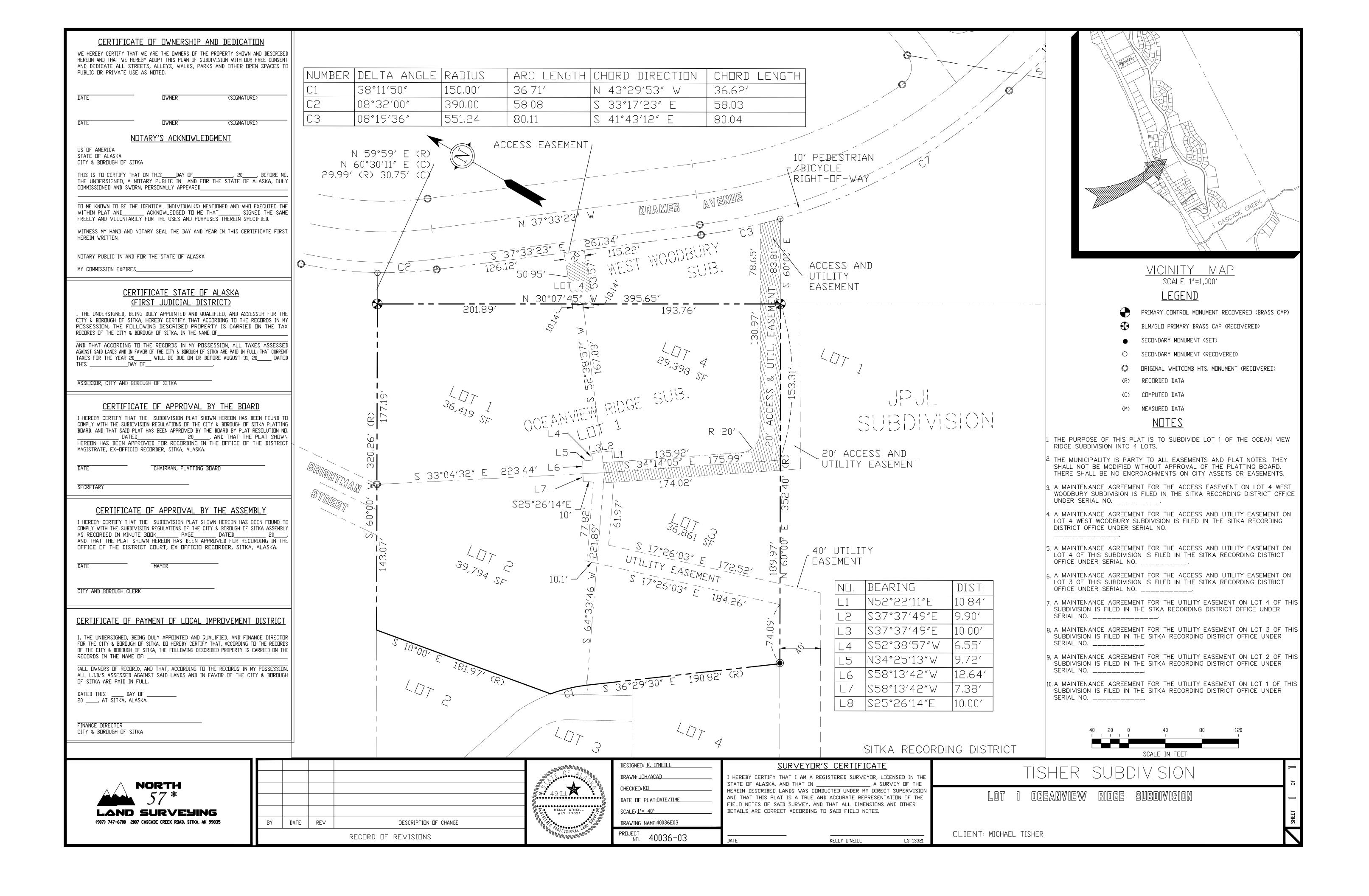
- 1. All utilities including water, sewer, and electricity shall be required to have an approved permit from the municipality; and all utility permits and design shall comply with all applicable code and design policies including, but not limited to, 15.04.100, 15.04.110, 15.04.240, and 15.04.250.
- 2. The applicant will secure a license from the municipality to a) extend the public water north of its current termination on Kramer Avenue and b) relocate the access gate north of its current location on Kramer Avenue to allow for access to the proposed subdivision via Kramer Avenue.
- 3. This subdivision development and the plat, prior to recording, shall comply with all applicable Sitka General Code.
- 4. Please note: Minor errors, corrections, and language of plat notes may be approved by planning staff that do not substantially and materially impact the nature of the subdivision.
- 5. All applicable state, federal, and tribal permits, licenses, regulations, and statutes shall be followed in subdividing this land.
- 6. Easement and maintenance agreements for all proposed easements shall be recorded.

7. All easement agreements will be cited via plat notes.

2) I move to find that:

- a. The preliminary plat meets its burden of proof as to access, utilities, and dimensions as proposed;
- b. The proposed minor subdivision preliminary plat complies with the Comprehensive Plan Section on Housing by "expanding the range, affordability, and quality of housing in Sitka while maintaining attractive, livable neighborhoods";
- c. The proposed minor subdivision preliminary plat complies with the subdivision code; and
- d. The minor subdivision preliminary 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.







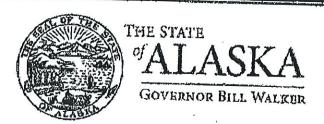
CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT GENERAL APPLICATION FORM

 Request projects at least TWENT` Review guidelines and procedura Fill form out <u>completely</u>. No reque Submit all supporting documents 	l information. est will be cons	idered without a		
APPLICATION FOR: VARIAN	CE	CONDITIONAL	JSE	
☐ ZONING	AMENDMENT	X PLAT/SUBDIVIS	ION	
Deceanview Ridge	: <u>Sabdivid</u> sub'd in	e Lot 1(10	12,308 sq Ft) fs	<u> </u>
PROPERTY INFORMATION: CURRENT ZONING: R-1 MH CURRENT LAND USE(S): Vacant		ING (if applicable):		Subid
APPLICANT INFORMATION:			-	
PROPERTY OWNER: Mishael J.	Tisher			
PROPERTY OWNER ADDRESS: 304 W	ortman La	op Sitha	AK	
PROPERTY OWNER ADDRESS: 304 W. STREET ADDRESS OF PROPERTY: 2370	Halibut 1	of Rd Ca	ccess off Kn	amer AVE)
APPLICANT'S NAME:	her			
MAILING ADDRESS: 304 Worf	nan Lp	Sitka	9K	
EMAIL ADDRESS: mjtisher of	Yahoo - Con	DAYTIME PHONE	738-24 39	
PROPERTY LEGAL DESCRIPTION:				8
TAX ID: 2-526 LO	r:14	BLOCK:	TRACT:	
SUBDIVISION:		US SURVEY: _		
	OFFICE	USE ONLY		
COMPLETED APPLICATION		SITE PLAN		
NARRATIVE		CURRENT PLAT		
FEE		PARKING PLAN		

REQUIRED SUPPLEMENTAL INFORMATION:

For All Applications:	For Conditional Use Permit:
Completed application form	Parking Plan
Narrative	Interior Layout
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 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: hereby certify that I am the owner of the property described about the company of the above statements are company of the above statements.	we and that I desire a planning action in conformance with Sitka
he best of my knowledge, belief, and professional ability. I acknow over costs associated with the processing of this application, and notice will be mailed to neighboring property owners and published Planning Commission meeting is required for the application to be	wledge that payment of the review fee is non-refundable, is to does not ensure approval of the request. I understand that publiced in the Daily Sitka Sentinel. I understand that attendance at the
Michael J. Tisker	<u>3-2-2018</u> Date
certify that I desire a planning action in conformance with Sitka Grue. I certify that this application meets SCG requirements to the cknowledge that payment of the review fee is non-refundable, is nd does not ensure approval of the request.	seneral Code and hereby state that all of the above statements are best of my knowledge, belief, and professional ability. I to cover costs associated with the processing of this application,
pplicant (If different than owner)	 Date



Department of Environmental Conservation

Division of Water Wastewater Discharge Authorization Program 555 Cordova Street Anchorage, AK 99501 Main: (907)269-7519 Fax: (907)334-2415

October 8, 2018

Benjamin Schiller, P.E. Forge Engineers P.O. Box 240773 Anchorage, Alaska 99524

Re: Sitka – Tisher Subdivision Lot 1-4-531 lineal feet of Sewer Line and 4 Manholes two with Drop Inlets – Conditional Approval to Construct-ADEC Plan Tracking Number 27776

Dear Mr. Schiller,

On September 11, 2018 the Department received an engineering plan submittal for the Tisher Subdivision. You have provided the right to connect to the City of Sitka's wastewater utility, methods for restraining the steep portions of the lines and to protect the pipe at joints. Thank you.

The City of Sitka's Standard Details on manholes and Drop Inlet's has also been provided for CBSSS 50-2 and CBSSS 50-7. These details are now your standard detail for this design.

The Department has reviewed the engineering plans submitted for the 531 lf of C900DR-18 PVC pipe and manholes as noted above and per the Wastewater Regulations 18 AAC 72.235 a conditional approval to construct is issued for the domestic wastewater system. A "Certificate of Construction" so marked for the domestic wastewater system is enclosed. Please use the referenced plan number in correspondence regarding this project,

This approval is contingent upon compliance with the following conditions:

- The engineer must provide site inspections to assure that the design is maintained.
 Provide the Sewer line Lamp test Certification form please fill out this form assuring that
 the horizontal and grade are aligned properly. Should the City also require pressure
 testing please provide these results as well.
- 2) If the applicant fails to construct, alter, install, or modify the system within two (2) years after the date that the department issues an approval to construct, the approval is void, and plans must be resubmitted, [along with associated fees], for department review and approval.
- 3) Deviations from approved plans which affect capacity, flow, operation, major design of units, point of discharge, materials of major system components (such as pipe, lagoon liners, etc.), or separation distances, must be approved by DEC in writing prior to their implementation.

- 4) This approval is contingent upon compliance with the conditions of Wastewater Disposal Regulations, 18 AAC 72.235, Construction Certification. The noted section of the regulations requires that a "Certification of Construction" be completed and submitted to the Department within ninety (90) days of completion of construction. As-built plans or record drawings should indicate any changes or deviations from the approved plans to facilitate final review. A "Certification of Construction" form is enclosed for your use.
- 5) This approval is contingent upon your receipt of any other state, federal or local authorizations which are required for your project. You are required to obtain all other necessary authorizations before proceeding with your project.
- 6) You are advised that if this development will require placing fill in wetlands or working in a stream, river, or lake, permits from the U.S. Army Corps of Engineers and the Alaska Department of Natural Resource may be required. The previous required Coastal Projects Questionnaire could be helpful to you to identify other permits and approvals that may be required for your project.

This approval does not imply the granting of additional authorizations nor obligate any state, federal or local regulatory body to grant required authorizations.

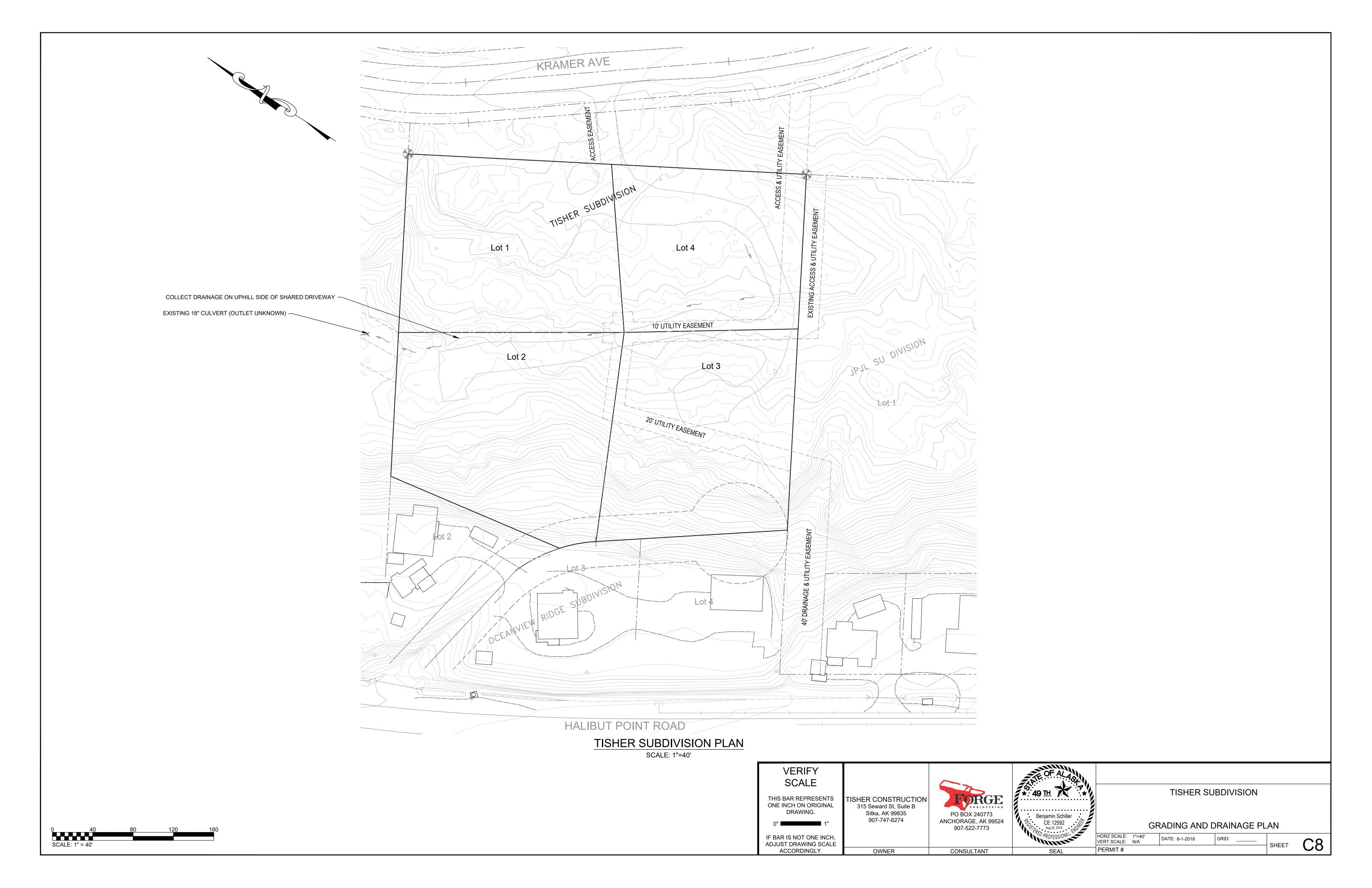
Any person who disagrees with this decision may request an adjudicatory hearing in accordance with 18 AAC 15.195-18 AAC 15.340 or an informal review by the Division Director in accordance with 18 AAC 15.185. Informal review requests must be delivered to the Division Director, 410 Willoughby Avenue, Suite 303, P.O. Box 111800, Juneau, Alaska 99801, within 20 days of receiving the decision. Guidance information on the informal review process may be found at http://www.dec.state.ak.us/commish/Review-Guidance.htm. Adjudicatory hearings requests must be delivered to the Commissioner of the Department of Environmental Conservation, 410 Willoughby Avenue, Suite 303, P.O. Box 111800, Juneau, Alaska 99801, within 30 days of the decision. If a hearing is not requested within 30 days, the right to appeal is waived.

Thank you for your cooperation. If you have any questions please do not hesitate to contact me at 269-

Respectfully,

William R. Rieth, P.E.

Environmental Engineer





DRAINAGE REPORT

Tisher Subdivision

Completed By:





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c. Contributing Off-site Drainage	<u> </u>	
d. Floodways, Floodplains, and Wetlands		
e. Problem Areas	e e e e e e e e e e e e e e e e e e e	
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1. Project Description

a. Location

This project is a parcel of land between Halibut Point Road and Kramer Ave. The legal description currently is Oceanview Ridge Sub, Lot 1, but the proposed legal is the Tisher Subdivision, Lots 1-4. The property is on the south side of the Kramer Avenue ROW, west of Jacobs Circle past the landslide: Latitude 57.0791°, Longitude -135.3738°.

b. Project Description

The project involves subdividing one lot into for separate properties. Each of the new properties will eventually have a home and driveway on it, although the properties will share access to Kramer Ave.

There is no storm drain directly available to the property; however, there is access through the adjacent property to the ditches alongside Halibut Point Road. The soils are mixtures of silt and gravel and absorb a significant amount of rainfall, along with the existing heavy vegetation.

2. Basin Characterization

a. Pre-development Conditions

The property is currently undeveloped, although there has been some clearing and grading for access to the lots. The rest of the property is uncleared forest with undergrowth. The land slopes significantly down from Kramer Avenue toward Halibut Point Road, at an average of 10-30%, and in some sections approaching 50% or more. The soils are mixtures of silt and gravel with some subsurface water. Excess runoff sheet drains onto the properties to the southwest or collects in small intermittent streams that flow down to Halibut Point Road.

b. Post-development Conditions

After development, there will be several homes with driveways sharing access from Kramer Avenue. The general slope of the land will be the same except in the home site and driveway areas. Per CBS code, drainage from roofs and gutters will be considered incidental and will sheet flow downhill toward the downslope properties. Major stormwater flows will be collected into an existing intermittent stream to be directed to the storm ditch along Halibut Point Road.

c. Contributing Off-site Drainage

None of significance. Kramer Avenue is above this property, but it is undeveloped. If it is paved in the future, it will be designed to take care of that stormwater.

d. Floodways, Floodplains, and Wetlands

None.

e. Problem Areas

None.

f. Pre-development Runoff Analysis

The EPA SWMM 5.0 program was used to analyze the runoff using the pre-construction conditions. The output is included in Appendix B. This project was modeled a single subcatchment area the width of the full property, and an average slope of 25%:

Catchment 1: Soils:

3.27 acres 'Loam': K=0.26, ψ =6.69, Initial Deficit = default (0.25)

Pervious

Description Undisturbed vegetation

Area 100% Manning's n 0.35 Depression Storage 0.05"

According to this model, the total runoff for the 24-hour storm with a return period of 25 years is 20,900 ft3. The peak runoff flow is 8.02 ft3/sec.

3. Post-Development Runoff Analysis

The same basic parameters were used for the post-development analysis, except for the homes and paved driveways:

Catchment 1: Soils:

3.27 acres 'Loam': K=0.26, ψ =6.69, Initial Deficit = default (0.25)

	Pervious	Impervious	Zero-Impervious
Description	Vegetation	Paved Road	Roof
Area	76.8%	23.2%	36.3% (of impervious)
Manning's n	0.35	0.011	0.011
Depression Storage	0.05"	0.05"	

According to this model, the total runoff for the 24-hour storm with a return period of 25 years is 25,400 ft3. The peak runoff flow is 9.20 ft3/sec. The area of development relative to the large area of the properties limits the impact.

4. Stormwater Conveyance Design

As this subdivision is residential in nature, with only single-family homes and driveways, the stormwater runoff for most of the subdivision will not be collected and transmitted anywhere. Per CBS regulations, residential runoff is permitted to sheet flow downhill and run through those properties.

The only conveyance design needed is for the existing intermittent stream which serves as a collector for much of the surface runoff in the area. As this will essentially be a ditch, the 25-year return storm is used for the sizing. The peak flow post-development is calculated as 9.20 ft3/sec, although this is very conservative as it includes the runoff from the homes.

As much of the ditch will be sloped significantly greater than 6%, the ditch will need to be armored with rip-rap. A trapezoidal channel sloped at 30%, carrying over 8 CFS, will have a velocity around 12 ft/s.

With this velocity, the channel is required to have a freeboard minimum of 1' over the design flow. A channel with 2:1 side slopes and no flat bottom will flow 3" deep, so the channel will be a minimum of 1.25' deep. However, with velocities approaching 12 ft/s, the conveyance protection will need to be Class II riprap, 2' above the design water surface.

The final design for the conveyance channel is a 9' wide channel, 2.25' deep, at a slope of 30-50%. Please refer to the plans for detail.

Appendix A: Drawings

Appendix B: Drainage Calculations

ALASKA

Recording Dist: 103 - Sitka 3/19/2019 12:47 PM Pages: 1 of 5



After Recording Return to: Michael Tisher 304 Wortman Loop Sitka, Alaska 99835 SITKA RECORDING DISTRICT

GRANT OF ACCESS AND UTILITY EASEMENT

The current owners of Lots 1,2,3 and 4 of the Ocean View Ridge Subdivision agree to vacate the existing Easement as per the Ocean View Ridge Subdivision (Plat No. 84-24) and Replace it with a new realigned access and utility easement. The current and any future owners of Lots 2,3 and Lot 4 of the OCEAN VIEW RIDGE SUBDIVISION, agree to share the expense of the maintenance of an Access and utility easement running through Lot 2 and Lot 3, as shown on the attached Easement exhibit. A Maintenance agreement is recorded concurrent with this agreement in the Sitka Recording District. The City and Borough of Sitka is a party to all easements. The Realigned Access and Utility Easement is further described below:

Easement description:

An irregularly shaped access and utility easement within lots 2 and 3 Ocean View Ridge Subdivision more particularly described as follows: beginning at a brass cap monument marking the Northwesterly corner (C4) of lot 4A, USS 2749; thence N60°00'00"E a distance of 147.51 ft. To the Northwesterly corner of Lot 2 Ocean View Ridge Subdivision, a point coincident with the curved northeasterly halibut point road right of way; thence Southeasterly along the right of way curve a chord. Bearing of S27°02'17"E and distance 17.01 ft. To the true point of beginning of this description and beginning of this easement; thence continuing Southeasterly along the right of way curve, concave to the Southwest with radius 2236.83 ft., a chord bearing S27°45'25"E and chord distance 39.13Ft.; thence away from the right of way S71°10'04"E a distance of 81.39 ft. to the beginning of a curve concave to the Southwest with radius 125.00 ft.; thence Southeasterly 92.66 ft. Along said curve through a central angle of 43°30'29"; thence S36°29'30"E a distance of 43.13 ft. To a point coincident with the lot 3 and 4 property line; thence along the common property line between lots 3 and 4 N60°00'E a distance of 25.16 ft., thence away from the common property line N36°29'30"W a distance of 44.66 ft. To the Southeasterly corner of lot 2; thence along a non-tangential curve concave to the southwest with radius 150.06 ft. Northwesterly following the common lot 2 and lot 3 boundary an arc distance of 112.41 ft.; thence away from the common lot boundary N71°10'04"W a distance of 120.04 ft. To the point of beginning encompassing 6590 square feet more or less.

OWNERS: Michael Jon Tisher, Owners Lot 1, Sitka, Alaska 99835 Notary day of March___, 2019, before me, the undersigned, a notary public in and for the State of Alaska, duly commissioned and sworn, personally appeared Michael Ion Tisher to me known to be persons 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 herein mentioned. In witness whereof I herealth hand and official seal. Notary Public of Alaska OWNERS: Volney and Linda ners Lot 2, Sitka, Alaska 99835 Notary , 2019, before me, the undersigned, a notary public in and for the State of Alaska, duly commissioned and sworn, personally appeared Volney Smith and Linda J. Marlin Smith to me known to be persons 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 herein mentioned. In witness whereof I hereunto set my hand and official seal. Notary Public of Alaska My commission expires ANGIE M. BARTOLABA Notary Public State of Alaska My Commission

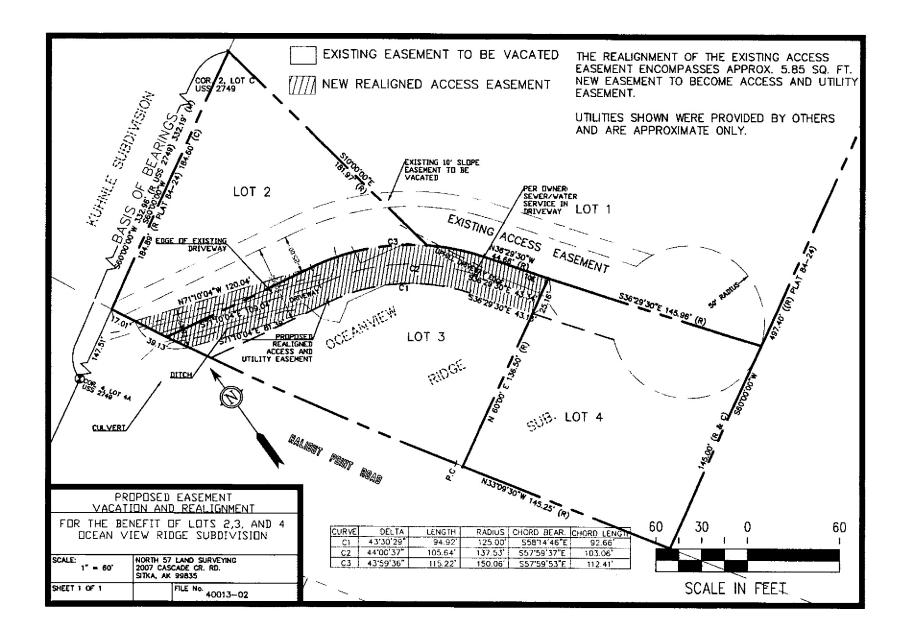
2

OWNERS: James Dean and Kyla Francyn Phillips, Owners Lot 3., Sitk	a, Alaska 99835
ву: 2 О. П.	
By: Jula Prinips	
Notary On this 8 day of March, 2019, before m	e, the undersigned, a notary public in and for
the State of Alaska, duly commissioned and sworn, personally appeare	ed James Dean and Kyla Francyn Phillips to
me known to be persons described in and who executed the above an	d foregoing instrument, and acknowledged
to me that they signed and sealed the same freely and voluntarily for	the uses and purposes herein mentioned.
In witness whereof I hereunto will have and official seal.	135
NOTA DV	Notary Public of Alaska / /
E NUTAKY E	My commission expires $U/I/22$
WAY TO BLIC A	
TE OF WEST	
OWNERS: George R II and Tamara L. Edition Commers Lot 3, Sitka, A	laska 99835
Ву:	_
Ву:	_
Notary	
On this day of, 2019, before methe State of Alaska, duly commissioned and sworn, personally appears known to be persons described in and who executed the above and forme that they signed and sealed the same freely and voluntarily for the	ed George R. II and Tamara L. Eliason to me regoing instrument, and acknowledged to
In witness whereof I hereunto set my hand and official seal.	
	Notary Public of Alaska
	My commission expires

OWNERS: James Dean and Kyla Francyn Phillips, Ow	rners Lot 3., Sitka, Alaska 99835
Ву:	
By:	
Notary	
the State of Alaska, duly commissioned and sworn, per me known to be persons described in and who execute	2019, before me, the undersigned, a notary public in and for rsonally appeared James Dean and Kyla Francyn Phillips to ed the above and foregoing instrument, and acknowledged voluntarily for the uses and purposes herein mentioned.
In witness whereof I hereunto set my hand ar	nd official seal.
	Notary Public of Alaska
	My commission expires
By: Slean By: Samala	Diason
the State of Alaska, duly commissioned and sworn, per	2019, before me, the undersigned, a notary public in and for sonally appeared George R. II and Tamara L. Eliason to me he above and foregoing instrument, and acknowledged to duntarily for the uses and purposes herein mentioned.
In witness whereof I hereunto set my hand an	d official seal.
	Notary Public of Alaska
STATE OF ALASKA NOTARY PUBLIC LIZ ELLINGSEN My Commission Expires Quig 1, 202	Notary Public of Alaska My commission expires Aug 1, 2022

3

eRecorded Document





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
- 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.

<u>RECOMMENDATION:</u> Approve the proposed preliminary plat for a minor subdivision subject to the attached conditions.

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, however, the topography makes this access point for vehicles impractical. Access points are proposed via Sand Dollar Drive and Kramer Avenue.

Relation to platting action P 18-04: Michael Tisher owns the adjacent property (Lot 1 Ocean Ridge Subdivision) to the north of the JPJL lot. The former lot provides access from Kramer Avenue which is already developed, and the latter lot provides utilities from Halibut Point Road. JPJL is willing to grant the utility and access easements with the understanding that Mr. Tisher will purchase the newly created lot resulting from JPJL's subdivision.

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 utilities are proposed for Lot 1 to be served via an access easement granted from Lot 4 of the proposed Tisher Subdivision from Kramer Avenue. Future development plans could stretch the number of lots allowed to be served by an easement per code.

Access and Utility Easements are proposed for Lot 2 from Sand Dollar Drive across an existing single-family developed lot.

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

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

¹ SGC 21.04.020

surveyor to verify the slope of the easement.²

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. Development of Lot 1 is proposed in conjunction with/relation to the Tisher Subdivision. Utility easements are shown.

Access, Roads, Transportation, and Mobility: Proposed access to Lot 1 is via Kramer Avenue. 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.³

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. Drainage issues should be addressed if present. The interim Police Chief found no public safety concerns during the design review committee process.

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

² SGC 21.40.030(C)4-5

³ SGC 21.40.120

Orderly and Efficient Layout and Development: The proposed subdivision in platting action P 18-04 while independent of this request, is directly related. Considering both proposals at this time is the most complete and efficient approach.

Comprehensive Plan

The proposed minor subdivision complies with Comprehensive Plan Section on Housing by "expanding the range, affordability, and quality of housing in Sitka while maintaining attractive, livable neighborhoods."

RECOMMENDATION

Staff recommends that the Planning Commission move to approve the proposed subdivision subject to the attached conditions and findings.

ATTACHMENTS:

Attachment A: Aerial

Attachment B: Preliminary Plat Attachment C: Applicant Materials

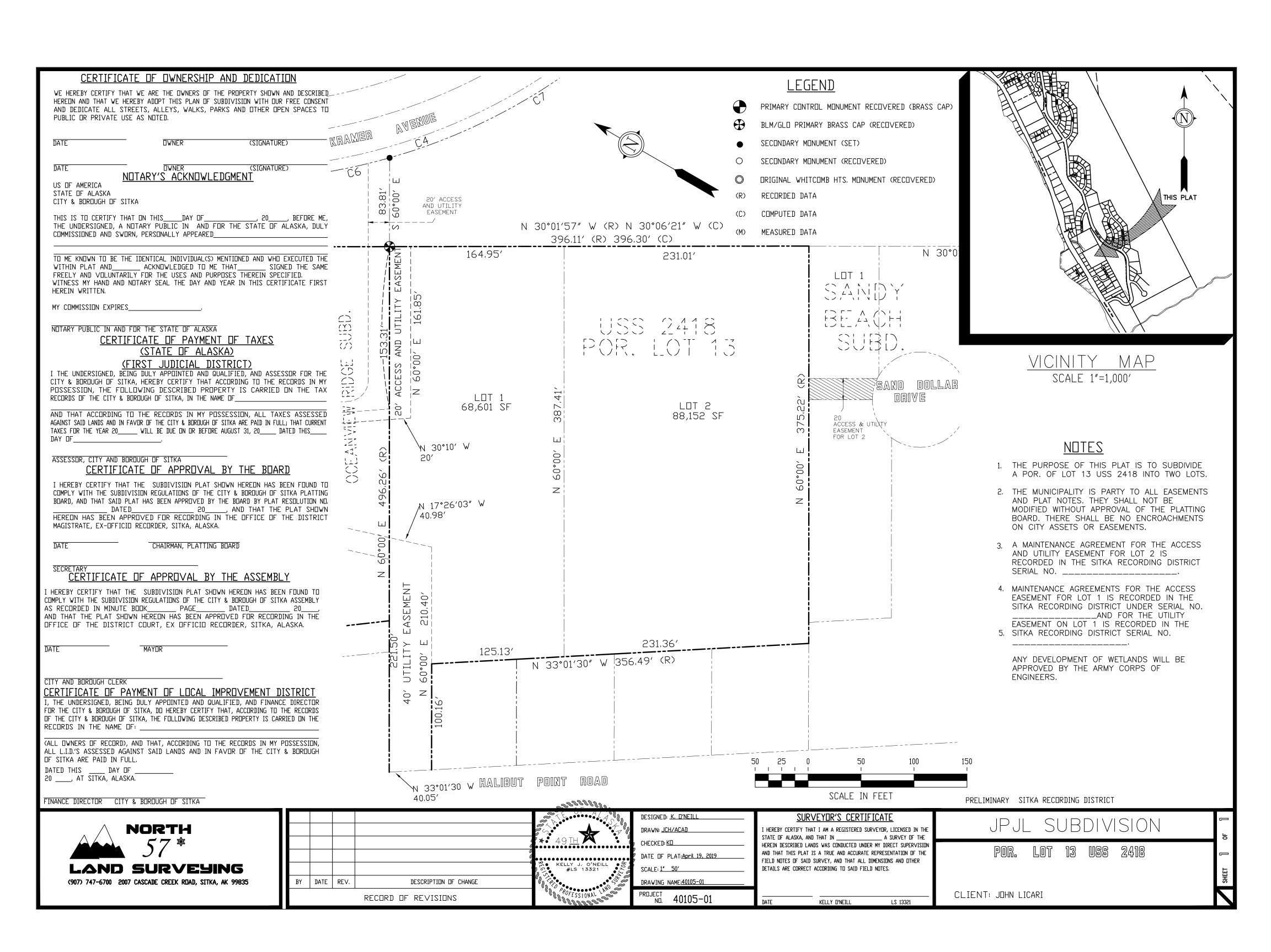
RECOMMENDED MOTIONS

- 1) <u>I move to approve the</u> preliminary plat for a minor subdivision to result in two lots at 2310 Halibut Point Road in the R-1 MH District subject to the attached conditions. 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.
 - 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 policies including, but not limited to, 15.04.100, 15.04.110, 15.04.240, and 15.04.250.
 - 2. This subdivision development and the plat, prior to recording, shall comply with all applicable Sitka General Code.
 - 3. Please note: Minor errors, corrections, and language of plat notes may be approved by planning staff 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. Easement and maintenance agreements for all proposed easements shall be recorded.
 - 6. All easement agreements will be cited via plat notes.

2) I move to find that:

- a. The preliminary plat meets its burden of proof as to access, utilities, and dimensions as proposed;
- b. The proposed minor subdivision preliminary plat complies with the Comprehensive Plan Section on Housing by "expanding the range, affordability, and quality of housing in Sitka while maintaining attractive, livable neighborhoods";
- c. The proposed minor subdivision preliminary plat complies with the subdivision code; and
- d. The minor subdivision preliminary 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.







CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT GENERAL APPLICATION FORM

2. Review guidelines and procedural information. 3. Fill form out <u>completely</u> . No request will be considered without a completed form.				
4. Submit all supporting document	and proof of payi	ment.		
APPLICATION FOR: VARIANCE CONDITIONAL USE				
□ ZONIN	G 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 of 3	amie Lico	ar i	St	
MAILING ADDRESS: 112 Sand	Dollar Dr	ive Sitka, AK 9	9835	
EMAIL ADDRESS: John plicari Chotmail. com DAYTIME PHONE: 907 738-5204				
PROPERTY LEGAL DESCRIPTION	į			
TAX ID: 25260600 LOT: 13 BLOCK: TRACT:				
SUBDIVISION:	*	us survey: <u>u 5 2418 13</u>	, Plat 48	
OFFICE USE ONLY				
COMPLETED APPLICATION		SITE PLAN		
NARRATIVE		CURRENT PLAT		
FFF		DARKING DI ANI		

REQUIRED SUPPLEMENTAL INFORMATION:

or All Applications:	For Conditional Use Permit:
Completed application form	Parking Plan
Narrative	Interior Layout
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 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
	and the second s
CERTIFICATION:	
hereby certify that I am the owner of the property described above. General Code and hereby state that all of the above statements are the best of my knowledge, belief, and professional ability. I acknow cover costs associated with the processing of this application, and condice will be mailed to neighboring property owners and published access the property to conduct site visits as necessary. I authorize the behalf.	e true. I certify that this application meets SCG requirements to pledge that payment of the review fee is non-refundable, is to close not ensure approval of the request. I understand that public d in the Daily Sitka Sentinel. I further authorize municipal staff to the applicant listed on this application to conduct business on my
Owner	Date /
I certify that I desire a planning action in conformance with Sitka Go true. I certify that this application meets SCG requirements to the k acknowledge that payment of the review fee is non-refundable, is t and does not ensure approval of the request.	oest of my knowledge, belief, and professional ability. I
Applicant (If different than owner)	Date

