



CITY AND BOROUGH OF SITKA

Meeting Agenda - Final

Planning Commission

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

Wednesday, November 20, 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 19-17](#) Approve the November 6, 2019 minutes.

Attachments: [17-November 6 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** [P 19- 07](#) Public hearing and consideration of a preliminary plat for a minor subdivision to result in two lots at 4550 Sawmill Creek Road in the GP Gary Paxton special zone district subject to the attached conditions of approval. The property is also known as Lot 9A Sawmill Cove Industrial Park Resubdivision #2. The owner of record is the City and Borough of Sitka. The request is filed by Garry White on behalf of the Gary Paxton Industrial Park Board of Directors.
- Attachments:** [P 19-07 GPIIP Lot 9A Minor Sub Staff Report](#)
 [P 19-07 GPIIP Lot 9A Minor Sub Aerial](#)
 [P 19-07 GPIIP Lot 9A Minor Sub Current Plat](#)
 [P 19-07 GPIIP Lot 9A Minor Sub Preliminary Plat](#)
 [P 19-07 GPIIP Lot 9A Minor Sub Photos](#)
 [P 19-07 GPIIP Lot 9A Minor Sub Applicant Materials](#)
- C** [MISC 19-18](#) Discussion/Direction on the No Name Mountain/Granite Creek Land Use Master Plan.
- Attachments:** [MISC 19-18 No Name Mtn Master Plan Discussion Staff Memo](#)
 [MISC 19-18 No Name Mtn Master Plan Discussion Map of Study Area](#)
 [MISC 19-18 No Name Mtn Master Plan Discussion Scope of Services](#)
 [MISC 19-18 No Name Mtn Master Plan Discussion Action Plan](#)
 [MISC 19-18 No Name Mtn Master Plan Discussion Study Area and Cross Trail](#)
 [MISC 19-18 No Name Mtn Master Plan Discussion Potential Quarries and Acc](#)
 [MISC 19-18 No Name Mtn Master Plan Discussion Topographic and Wetlands](#)
- D** [MISC 19-19](#) Discussion/Direction on Tiny Homes, Small Dwellings, and Affordable Housing.
- Attachments:** [MISC 19-19 Tiny Homes Small Dwellings Affordable Housing Staff Memo](#)
 [MISC 19-19 Tiny Homes Small Dwellings Affordable Housing Action Plan Draft](#)

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
Victor Weaver

Wednesday, November 6, 2019

7:00 PM

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

Present: Chris Spivey (chair), Darrell Windsor, Randy Hughey, Stacy Mudry, Kevin Mosher (assembly liaison)
Absent: Victor Weaver
Staff: Amy Ainslie
Public: Hugh Bevan, Scott Brylinsky, Ptarmica McConnell, Richard Wein

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

II. CONSIDERATION OF THE AGENDA

III. CONSIDERATION OF THE MINUTES

M-Hughey/S-Windsor moved to approve the October 16, 2019 minutes. Motion passed 4-0 by voice vote.

A [PM 19-16](#) Approve the October 16, 2019 minutes.

Attachments: [16-Oct 16 2019 DRAFT](#)

IV. PERSONS TO BE HEARD

Hugh Bevan, the Interim Municipal Administrator came forward. Bevan informed the Commission that he had hired Scott Brylinsky to serve as the Planning Department Consultant on an interim basis and would be focusing on two projects - the No Name Mountain Master Plan and a tiny homes/affordable housing initiative. Bevan also announced that he had made an offer to Ainslie to become the Planning Director; the appointment would be taken to the Assembly for approval on November 12. Hughey asked if part of Brylinsky's role would be to mentor Ainslie, Bevan answered that mentorship and assisting Ainslie with the transition to the Director position was indeed part of Brylinsky's role.

V. PLANNING DIRECTOR'S REPORT

Following on from Mr. Bevan's remarks, Ainslie added that if her appointment to the Director position by the Assembly was successful, the Planner I position would be posted as soon as possible so that the department would be fully staffed, and Ainslie could spend more time working with, and learning from, Brylinsky's work on the master planning efforts and affordable housing initiatives. Ainslie told the Commission that the

Sitka Community Land Trust had poured their first foundation at their Halibut Point project, Ainslie had received an as-built earlier in the week. Within the department, staff would be working on ramping up efforts for the FY21 budgeting process and was reviewing a few surveys and boundary line adjustments. At the next meeting, the Commission would review a preliminary plat for a minor subdivision for the GPIIP utility dock, as well as having a brainstorming session on the No Name Mountain Master Plan.

Ainslie also read a letter regarding short-term rentals from Mary Suminski into the record. The letter stated opposition to allowing short-term rentals due to the impacts on housing availability.

VI. REPORTS

VII. THE EVENING BUSINESS

- B** [CUP 19-20](#) Public hearing and consideration of a conditional use permit for a short-term rental at 103 Kramer Avenue in the R-1 MH single-family, duplex, and manufactured home zoning district. The property is also known as Lot A, Horvath Subdivision. The request is filed by Matthew and Sidney Kinney. The owners of record are Matthew and Sidney Kinney.

Attachments: [CUP 19-20 103 Kramer STR Staff Report](#)
 [CUP 19-20 103 Kramer STR Aerial](#)
 [CUP 19-20 103 Kramer STR STR Density](#)
 [CUP 19-20 103 Kramer STR Floor Plan](#)
 [CUP 19-20 103 Kramer STR Photos](#)
 [CUP 19-20 103 Kramer STR Plat](#)
 [CUP 19-20 103 Kramer STR Renter Handout](#)
 [CUP 19-20 103 Kramer STR Application](#)

This item was postponed prior to the meeting.

- C** [CUP 19-21](#) Public hearing and consideration of a conditional use permit for a short-term rental at 3009 Halibut Point road in the R-1 MH single-family, duplex, and manufactured home zoning district. The property is also known as the Northwesterly portion of Lot U, US Survey 2751, Sitka Small Tracts Group. The request is filed by Charles and Theresa Olson. The owners of record are Charles and Theresa Olson.

Attachments: [CUP 19-21 3009 HPR STR Staff Report](#)
 [CUP 19-21 3009 HPR STR Aerial](#)
 [CUP 19-21 3009 HPR STR STR Density](#)
 [CUP 19-21 3009 HPR STR Floor Plan](#)
 [CUP 19-21 3009 HPR STR Photos](#)
 [CUP 19-21 3009 HPR STR Plat](#)
 [CUP 19-21 3009 HPR STR Renter Handout](#)
 [CUP 19-21 3009 HPR STR Application](#)

This item was postponed prior to the meeting.

D [CUP 19-22](#)

Public hearing and consideration of a conditional use permit for a short-term rental at 2160 Halibut Point Road in the R-1 MH single-family, duplex, and manufactured home zoning district. The property is also known as Lot 1, Vonrekowski Subdivision. The request is filed by Charles and Theresa Olson. The owners of record are Charles and Theresa Olson.

Attachments: [CUP 19-22 2160 HPR STR Staff Report](#)
 [CUP 19-22 2160 HPR STR Aerial](#)
 [CUP 19-22 2160 HPR STR STR Density](#)
 [CUP 19-22 2160 HPR STR Floor Plan](#)
 [CUP 19-22 2160 HPR STR Photos](#)
 [CUP 19-22 2160 HPR STR Plat](#)
 [CUP 19-22 2160 HPR STR Renter Handout](#)
 [CUP 19-22 2160 HPR STR Application](#)

This item was postponed prior to the meeting.

E [P 19-05](#)

Public hearing and consideration of a final plat for a minor subdivision to result in two lots at 601 Alice Loop in the Waterfront zoning district. The property is also known as Lot 10 Alice and Charcoal Island Subdivision. The request is filed by Shee Atika Holdings Alice Island, LLC. The owner of record is Shee Atika Holdings Alice Island, LLC.

Attachments: [P 19-05 Shee Atika 601 Alice Loop Subdivision Staff Report](#)
 [P 19-05 Shee Atika 601 Alice Loop Subdivision Aerial](#)
 [P 19-05 Shee Atika 601 Alice Loop Subdivision Current Plat](#)
 [P 19-05 Shee Atika 601 Alice Loop Subdivision Proposed Plat](#)
 [P 19-05 Shee Atika 601 Alice Loop Subdivision Photos](#)
 [P 19-05 Shee Atika 601 Alice Loop Subdivision Applicant Materials](#)

Ainslie stated that the Commission had reviewed the preliminary plat on October 2nd. Ainslie described the large, 3.5 acre lot; on the proposed Lot 1 there was an office building and parking lot. The proposed Lot 2 was vacant and undeveloped. Both lots made contact with a right-of-way, Alice Loop, and were served both for access and utilities by the right-of-way. Access and utility easements had been platted to serve Lot 2 to enable future development and/or further subdivision. Ainslie recommended

approval of the plat because both resulting lots exceeded the development standards for the district, the layout of the plat resulted in orderly planning and development of the area for future access and utility needs, and the subdivision would enable development of otherwise vacant land in a valuable, multi-use zoning district.

Ptarmica McConnell was present as a representative for Shee Atika. Commissioners had no questions for the applicant.

M-Windsor/S-Mudry moved to approve the final plat for a minor subdivision to result in two lots at 601 Alice Loop in the Waterfront zoning district subject to the attached conditions of approval. The property was also known as Lot 10 Alice and Charcoal Island Subdivision. The request was filed by Shee Atika Holdings Alice Island, LLC. The owner of record was Shee Atika Holdings Alice Island, LLC. Motion passed 4-0 by voice vote.

M-Windsor/S-Mudry moved to adopt the findings as listed in the staff report. Motion passed 4-0 by voice vote.

F [P 19- 06](#)

Public hearing and consideration of a final plat for a hybrid minor subdivision to result in five lots at 430 and 470 Alice Loop in the Waterfront zoning district. The properties are also known as Lot 11C and 11D William Paul Subdivision. The request is filed by Shee Atika Inc. The owner of record is Shee Atika Inc.

Attachments: [P 19-06 Shee Atika 430 & 470 Alice Loop Staff Report](#)
[P 19-06 Shee Atika 430 & 470 Alice Loop Aerial](#)
[P 19-06 Shee Atika 430 & 470 Alice Loop Current Plat](#)
[P 19-06 Shee Atika 430 & 470 Alice Loop Proposed Plat](#)
[P 19-06 Shee Atika 430 & 470 Alice Loop Photos](#)
[P 19-06 Shee Atika 430 & 470 Alice Loop Applicant Materials](#)

Ainslie stated that the Commission had reviewed the preliminary plat on October 2nd. During the review of the preliminary plat, the Commission had two primary concerns; Ainslie reviewed how those concerns had been addressed. The first was regarding an access easement that was granted to the proposed Lot 1 through the proposed Lot 2. The easement was platted as 15 feet wide on the preliminary plat, and the Commission wished to see that increased to 20 feet. This request was completed, the easement was platted as 20 feet wide on the final plat. The Commission also had questions on the proposed Lot 3 about whether or not it met the width requirements in the development standards. Ainslie noted the curve data on the plat which showed the front property line of the proposed Lot 3 to measure 60 linear feet, meeting the development standard. Ainslie then went on to describe the area as a large, undeveloped area that was approximately 1.25 acres. The proposal was for a hybrid minor subdivision resulting in 5 lots. Ainslie described how the proposal met the standards for a hybrid minor subdivision given that 3 of the resulting lots made direct contact with the right-of-way, Alice Loop, and were entirely served for access and utilities via the right-of-way. Further, an existing access easement in the area would be utilized for access to two lots in the proposed subdivision, however, the easement served 4 lots for access in total which did not exceed the maximum number of lots that could be served via an easement per the subdivision code. Ainslie recommended approval of the plat because all resulting lots met the development standards for the district, the layout of the plat resulted in orderly planning and development of the area, and the subdivision would enable development of otherwise vacant land in a valuable, multi-use zoning

district.

Ptarmica McConnell was present as a representative for Shee Atika. Commissioners had no questions for the applicant.

M-Mudry/S-Windsor moved to approve the final plat for a hybrid minor subdivision to result in five lots at 430 and 470 Alice Loop in the Waterfront zoning district subject to the attached conditions of approval. The property was also known as Lots 11C and 11D William Paul Subdivision. The request was filed by Shee Atika Inc. The owner of record was Shee Atika Inc. Motion passed 4-0 by voice vote.

M-Mudry/S-Windsor moved to adopt the findings as listed in the staff report. Motion passed 4-0 by voice vote.

VIII. ADJOURNMENT

Seeing no objection, Chair Spivey adjourned the meeting at 7:20 pm.



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

Case No: P 19-07
Proposal: Preliminary Plat for a Minor Subdivision
Applicant: Garry White on behalf of the Gary Paxton Industrial Park Board of Directors
Owner: City and Borough of Sitka
Location: 4550 Sawmill Creek Road
Legal Desc.: Lot 9A Sawmill Cove Industrial Park Resubdivision #2
Zone: GP Gary Paxton special zone
Size: Existing: 151,506 sf
Proposed: Lot 1: 133,876 sf, Lot 2: 17,630 sf and 14,632 sf of tidelands
Parcel ID: 6-6500-900
Existing Use: Commercial/Industrial
Adjacent Use: Commercial/Industrial
Utilities: Sawmill Creek Road and Park Easements
Access: Sawmill Creek Road and Park Easements

KEY POINTS AND CONCERNS:

- Lots will meet dimensional development standards of 5,000 square feet net of access easements.
- Lots are within the Gary Paxton Industrial Park, subject to the GP special zone district regulations.
- In previous Planning Commission reviews of subdivisions within the park, there was consensus between staff and the Commission that the wide and highly developed access easements throughout the park served in practice as a right-of-way.
- Subdivision enables an approved sale of the “utility dock” to Hanson Maritime Company.

RECOMMENDATION:

Approve the preliminary plat of the minor subdivision of 4550 Sawmill Creek Road subject to the attached conditions of approval.

ATTACHMENTS:

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

BACKGROUND:

The Gary Paxton Industrial Park (GPIP), has its own, unique zoning designation, “GP – Gary Paxton special zone.” SGC 22.16.170 describes the intent of the zone as “The Gary Paxton special zone is intended to apply to the Gary Paxton industrial park and the associated tidelands portions and adjacent municipal tracts as defined by the zoning maps. It provides development flexibility for this unique site by allowing many uses that are permitted in both the waterfront and industrial zoning districts.”

Given that the park originated with single ownership of the property for pulp mill operations, the platting for the area has been unique as it has been further subdivided. The park is served by access and utility easements. When undergoing another minor subdivision in 2013, staff and the Commission both noted that given the size, development, and use of the easements, the easements were functioning, for all intents and purposes, as a right-of-way.

On November 12, 2019 the City Assembly approved the sale of the GPIP Utility Dock (noted as “Wharf” on the plat) and associated tidelands to Hanson Maritime Company. The dock itself is 200 feet long and 85 feet wide with five rows of pilings. The dock has had little maintenance or use since coming into CBS ownership. Hanson Maritime intends to utilize the dock for the expansion of its current business activities of salvage, towing, diving, marine construction, and oil spill response.

Given other community interest in maritime activity and support facilities in Sitka, the GPIP board decided to sell only the dock itself and associated tidelands, necessitating a subdivision of the wharf area from the remainder of Lot 9A in the park.

PROJECT DESCRIPTION:

The proposed minor subdivision is intended to divide 9A into two lots. The portion to be sold to Hanson Maritime Company (the proposed Lot 2) is 17,630 square feet, exceeding the 5,000 square foot minimum of the district. The lot will be accessed by a 20 foot wide easement through the proposed Lot 1 on the southwest corner. The proposed Lot 1 will be the remainder of existing Lot 9A, with 133,876 square feet. The access for Lot 1 will be unchanged.

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 These factors are analyzed in the below Analysis section.

¹ SGC Section 21.04.020

Development Standards

The minimum lot area for the GP District is 5,000 square feet. Both resulting lots will meet these minimums.

ANALYSIS:

Site: Lots are within the industrial park. Lot 2 has little “vacant land” space – lot is primarily tidal and utilized by the dock. Nature and use of Lot 1 is minimally affected by the subdivision.

Utilities: Utilities are available throughout the park; multiple utility easements are currently platted. Platted easement through the proposed Lot 1 to serve the proposed Lot 2 serves as both an access and utility easement for future development.

Access, Roads, Transportation, and Mobility: There are large, platted easements throughout the park used for access and transportation, and a 20 foot easement for access to the dock.

Public, Health, Safety and Welfare: The dock will not be available for public use at this time. The condition of the dock is documented and known to the buyer. Subdivision of the dock will enable a private entity to invest in the condition and use of the dock.

Orderly and Efficient Layout and Development: The GPIIP Board of Directors guides the management of the park and determine best use as well as development goals. The board administers the leasing or sales of land and tidelands. The GPIIP Board has stated its goal and intent to develop the dock in this manner with concurrence of the Assembly.

COMPREHENSIVE PLAN

Economic Development Action ED 6.3 of the Comprehensive Plan states “Develop a Marine Center at Gary Paxton Industrial Park to support Sitka’s fishing and marine transportation fleets and businesses.” The subdivision enables the sale of the otherwise un-utilized dock, growing marine transportation and support infrastructure at the park.

RECOMMENDED MOTION

1. I move to approve the preliminary plat for a minor subdivision to result in two lots at 4550 Sawmill Creek Road in the GP Gary Paxton special zone district subject to the attached conditions of approval. The property is also known as Lot 9A Sawmill Cove Industrial Park Resubdivision #2. The owner of record is the City and Borough of Sitka. The request is filed by Gary White on behalf of the Gary Paxton Industrial Park Board of Directors.

Conditions of Approval.

- 1) All utilities, including water, sewer, and electricity shall be required to have an approved permit from the municipality; and all utility permits and design shall comply with all applicable code and design polices including, but not limited to 15.04.100, 15.04.110, 15.04.240, and 15.04.250.
- 2) This subdivision development and the plat, prior to recording, complies with all applicable Sitka General Code.
- 3) All applicable state, federal, and tribal permits, licenses, regulations, and statutes shall be followed in subdividing this land.
- 4) Any necessary easement maintenance agreements for access and utility easements shall be developed and recorded before final plat recording.
- 5) All easement agreements will be cited via plat notes. The City and Borough of Sitka is a party to all easements.

2. I move to adopt the findings as listed in the staff report:

- 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 by following the subdivision process, and furthers the goal of developing a marine center at the Gary Paxton Industrial Park;
- 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.





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

2-15-13
DATE
SIGNATURE
NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
STATE OF ALASKA
CITY & BOROUGH OF SITKA
THIS IS TO CERTIFY THAT ON THIS 15th day of February, 2013, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED James E. Diney, City and Borough of Sitka Municipal Administrator, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.
Sara Peterson
NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA
MY COMMISSION EXPIRES 4-15-2015

CERTIFICATE OF PAYMENT OF TAXES
(STATE OF ALASKA)
(FIRST JUDICIAL DISTRICT)
I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND ASSESSOR FOR THE CITY & BOROUGH OF SITKA, DO HEREBY CERTIFY THAT ACCORDING TO THE RECORDS OF THE CITY & BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS IN THE NAME OF City and Borough of Sitka, AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL, THAT CURRENT TAXES FOR THE YEAR 2013 WILL BE DUE ON OR BEFORE Aug. 31st, DATED THIS 14th DAY OF FEBRUARY AT SITKA, ALASKA.

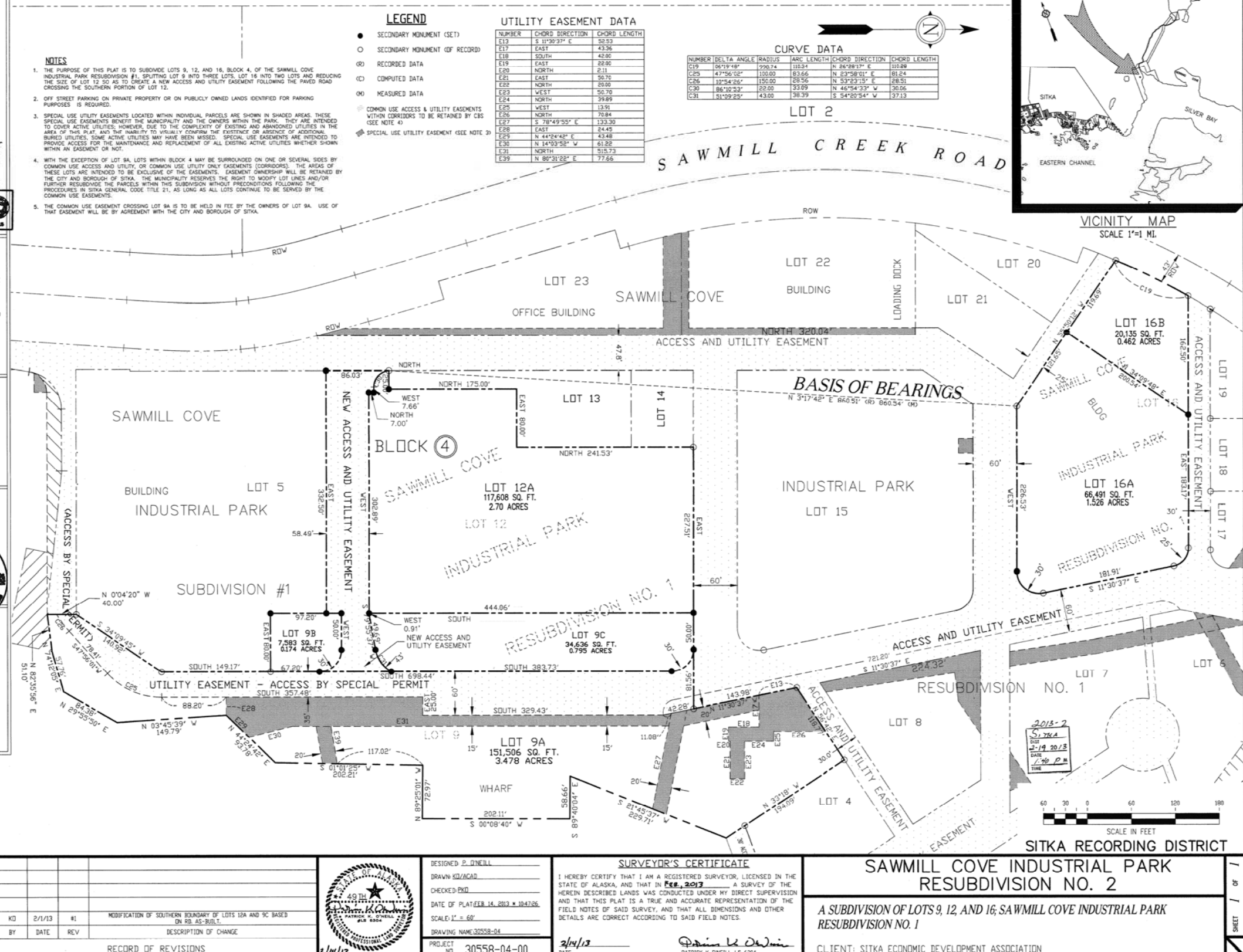
CERTIFICATE OF APPROVAL BY THE BOARD
I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA PLANNING BOARD, AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION NO. 20, DATED 2/16/2013, Deborah Twaddle, CHAIRMAN, PLANNING BOARD, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, SITKA, ALASKA.

CERTIFICATE OF APPROVAL BY THE ASSEMBLY
I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA ASSEMBLY AS RECORDED IN MINUTE BOOK 20, PAGE 20, DATED 2/16/2013, Min McConnell, MAYOR, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX-OFFICIO RECORDER, SITKA, ALASKA.

CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENTS
I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND FINANCE DIRECTOR FOR THE CITY & BOROUGH OF SITKA, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS OF THE CITY & BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE RECORDS IN THE NAME OF The City and Borough of Sitka, AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL L.L.D.'S ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL.
DATED THIS 14th DAY OF February 20 13 AT SITKA, ALASKA.

O'NEILL
SURVEYING AND ENGINEERING
BOX 1849 SITKA, ALASKA 99835
PHONE: (907) 747-6700
FAX: (907) 747-7590
EMAIL: onellengr@aak.net

RECORD OF REVISIONS
KO 2/1/13 #1 MODIFICATION OF SOUTHERN BOUNDARY OF LOTS 12A AND 9C BASED ON R.B. AS-BUILT.
BY DATE REV DESCRIPTION OF CHANGE



CERTIFICATE OF OWNERSHIP AND DEDICATION

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

DATE _____ OWNER _____ (SIGNATURE) _____

DATE _____ OWNER _____ (SIGNATURE) _____

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
STATE OF ALASKA
CITY & BOROUGH OF SITKA

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

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

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

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

MY COMMISSION EXPIRES _____

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

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

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

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

ASSESSOR, CITY AND BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE BOARD

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

DATE _____ CHAIRMAN, PLATTING BOARD

SECRETARY

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

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

DATE _____ MAYOR

CITY AND BOROUGH CLERK

CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

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

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

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

FINANCE DIRECTOR
CITY & BOROUGH OF SITKA

The main map shows a subdivision of Lot 9A into Lot 1 (Wharf, 17,630 SF) and Lot 2 (Tidelands, 14,632 SF). It also shows Lot 9B, Lot 9C, and Lot 12A. Sawmill Cove Industrial Park Subdivisions #1 and #2 are indicated. Various easements are shown, including a utility easement and an access & utility easement. A vicinity map of Sitka, Alaska, is included in the top right corner, showing the location of the subdivision relative to the city and Silver Bay. A preliminary scale bar is located in the bottom right corner, showing a scale of 1 inch = 40 feet.

NORTH

57

LAND SURVEYING

(907) 747-6700 2007 CASCADE CREEK ROAD, SITKA, AK 99835

BY	DATE	REV	DESCRIPTION OF CHANGE
RECORD OF REVISIONS			

DESIGNED: K. O'NEILL

DRAWN: JCH/ACAD

CHECKED: PKO

DATE OF PLAT: NOV. 14, 2019

SCALE: 1" = 40'

DRAWING NAME: 40069-02

PROJECT NO. 40069-02

DATE _____

SURVEYOR'S CERTIFICATE

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

DATE _____ PATRICK K. O'NEILL, L.S. 6304

WHARF SUBDIVISION

A SUBDIVISION OF LOT 9A SAWMILL COVE INDUSTRIAL PARK RESUBDIVISION NO. 2

CLIENT: SITKA ECONOMIC DEVELOPMENT ASSOCIATION

1 OF 1

SHEET





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:

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

BRIEF DESCRIPTION OF REQUEST:

PROPERTY INFORMATION:

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

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

APPLICANT INFORMATION:

PROPERTY OWNER: _____

PROPERTY OWNER ADDRESS: _____

STREET ADDRESS OF PROPERTY: _____

APPLICANT'S NAME: _____

MAILING ADDRESS: _____

EMAIL ADDRESS: _____ DAYTIME PHONE: _____

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

Date

Owner

Date

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

Applicant (If different than owner)

Date

Last Name

Date Submitted

Project Address



CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT SUPPLEMENTAL APPLICATION FORM PLAT APPLICATION

APPLICATION FOR

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

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

- **SITE/DIMENSIONS/TOPOGRAPHY:** _____

- **EXISTING UTILITIES AND UTILITY ROUTES:** _____

- **PROPOSED UTILITIES AND UTILITY ROUTES:** _____

- **ACCESS, ROADS, TRANSPORTATION, AND MOBILITY:** _____

- **IMPACT OF PROPOSAL ON ANY EXISTING EASEMENTS:** _____

- **PUBLIC HEALTH, SAFETY, AND WELFARE:** _____

- **ACCESS TO LIGHT AND AIR:** _____

• ORDERLY AND EFFICIENT LAYOUT AND DEVELOPMENT: _____

• DESCRIBE ALL EXISTING STRUCTURES, THEIR USE, AND PROXIMITY TO PROPOSED PROPERTY LINES:

• EXISTENCE OF ANY ENCROACHMENTS: _____

• AVAILABILITY OF REQUIRED PARKING: _____

• SUMMARY OF PROPOSED EASEMENT AGREEMENTS OR COVENANTS: _____

ANY ADDITIONAL COMMENTS _____

Applicant

Date

Last Name

Date Submitted

Project Address



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Memorandum

To: Chair Spivey and Planning Commission
Through: Amy Ainslie, Director, Planning and Community Development
From: Scott Brylinsky, Planning Department Consultant
Subject: Discussion/Direction on No Name Mountain/Granite Creek Land Use Master Plan
Date: November 13, 2019

Background

The Assembly's strategy for pursuing economic development opportunities includes creating a master plan for development of the No Name Mountain/Granite Creek area. The action plan approved by the Assembly identifies the Planning Commission as the steering body for that plan.

In February of this year the city issued a Request for Qualifications for developing a plan, and in April a consultant was selected. Further progress was put on hold until a Planning Director was hired.

The Department is now moving forward with the master plan process. We have scheduled the consultant to hold a kickoff meeting, hosted by the Planning Commission, on January 15, 2020.

Discussion.

The objective of tonight's discussion is to provide the Planning Commission an opportunity to weigh-in at this early stage to define overall goals, priorities, and approaches to the master plan process. It is, by definition, very open for now - intended to be a macro level discussion about overall goals and process.

Some additional background, which I believe the Commission is aware of at least in general terms, is that a high-quality rock source has been identified on the east side of No Name Mountain. Also, the Granite Creek area is currently used for industrial purposes, and the cross-trail alignment Phase 6 passes through the study area.

Per the Assembly's action plan, the Master Plan is to include, but not be limited to:

- Zoning for Development
- Delineation and mitigation of wetlands
- Plan for access roads
- Rock quarry delineation
- Zoning code changes
- Utilities required and timeline on infrastructure development (water, wastewater, electrical, and substation)
- High value land development (waterside past Cove Marina)
- S&S pit area recommendations

Questions for Discussion

1. Given the lack of available land, what uses should be the priorities?
2. Who does the Commission see as the major stakeholders in this process?
3. Does the Commission, or individual Commissioners, have a preliminary vision for how to optimize the use of this large tract of city land?
4. The Scope of Services lists a timeline and milestones. Any comments?
5. What process should we follow to appraise alternatives as they are developed?
6. How should we engage the public for input and feedback?
7. What does the Commission see as potential development hurdles to overcome?
8. What direction should we give the consultant as to interfacing their study with the cross-trail alignment? (buffers, crossings, potential conflicts, etc.)

Attachments:

- Attachment A: Map of Study Area
Attachment B: Scope of Services
Attachment C: Action Plan
Attachment D: Study Area and Cross Trail Phase 6
Attachment E: Potential Quarries and Access Roads
Attachment F: Topographic and Wetlands Delineation Map

Recommended Motion:

None.

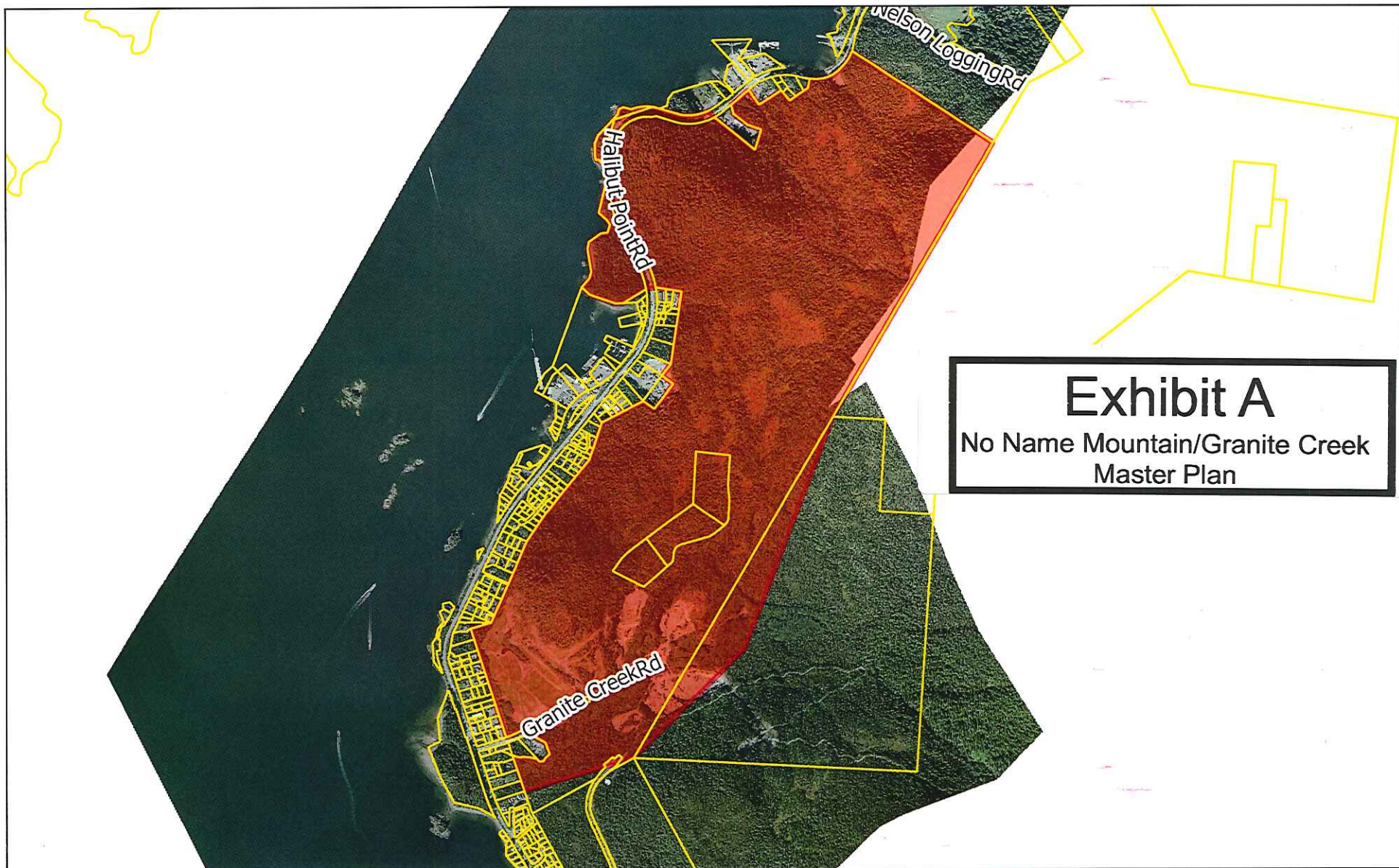


Exhibit A

No Name Mountain/Granite Creek
Master Plan

No Name Mountain Area

830 Acres



NO NAME MOUNTAIN/GRANITE CREEK LAND USE MASTER PLAN

PROJECT SCOPE OF SERVICES

Jones & Jones, with our sub-consultants PND Engineers, McDowell Group, and Anderson Land Planning, propose the following scope of services to develop the land use master plan for the 800 acre No Name Mountain/Granite Creek site area in Sitka.

A. PROJECT INITIATION

1. Conduct Kick-off Meeting with CBS in Sitka to affirm project goals, objectives, schedule, work plan and deliverables.
2. Identify project stakeholders and discuss stakeholder/public involvement with CBS during kick-off meeting.
3. Affirm availability and content of existing site-related background data, mapping, studies, reports, etc.*
4. As part of kick-off meeting, tour project site with consultant team and CBS.
5. **DELIVERABLES: Kick-off Meeting minutes; outline of stakeholder/public involvement process with projected meeting dates; list of available site-related data, and identification of possible data gaps.**

Note: Staff from each firm on the consultant team will attend the kick-off meeting and site tour.***

B. DATA COLLECTION AND ANALYSIS

1. Site Inventory & Analysis: Obtain existing available site (LIDAR) mapping from CBS and collect other available data on site; identify existing general site conditions and characteristics, including geological and hydrologic conditions, vegetation cover and typologies, current land use, critical areas (wetlands, steep slopes), views, vehicle and pedestrian access, etc.*
2. Market Analysis: Assemble and analyze original and secondary economic source data and current baseline economic conditions and trends to identify range of potential development opportunities including rock extraction, housing, visitor/tourism industry, and other commercial/industrial uses for the site. Conduct Benefit/Cost Analysis of potential development opportunities.
3. Landslide Risk: Review and assess results of recent landslide risk hazard assessment and debris-flow mapping developed by AK Division of Geological and Geophysical Surveys (AK DGGS). If site area is not included in AK DGGS assessment and mapping, review other currently available data (topo mapping, soil surveys, etc.) to provide rudimentary assessment of site's potential for landslides.*
4. Prepare illustrative maps and exhibits to depict information and findings from B.1 – 3 above.
5. Present Data Collection and Analysis findings to CBS Staff and Assembly, and to project stakeholders and larger community - during Task C.1. below.

6. **DELIVERABLES: Illustrative site analysis maps; Market Analysis including baseline conditions and development opportunities; rudimentary landslide risk assessment from existing available data sources.**

Note: Economic source data will be obtained from current available sources and interviews with local stakeholders.

C. LAND USE “VISION” AND ALTERNATIVES

1. Visioning: Conduct “Visioning Workshop” with CBS Staff, Assembly, project stakeholders and general public to present Site Analysis and Market Analysis findings, and to explore community’s ideas on how project site should be developed.**
2. Alternatives: Based on input from Visioning Workshop, develop alternative land use concepts and schemes for project site. Prepare maps and exhibits to depict alternatives, including general land use/development types and layout, circulation and access, conservation areas, etc.
3. Alternatives Workshop: Present and discuss alternative land use schemes with CBS Staff, Assembly, stakeholders and general public. Reach general agreement among above parties on a “preferred” land use scheme.
4. **DELIVERABLES: Maps and exhibits for conducting Visioning Workshop; Alternative and “preferred” land use schemes; notes and comments from meetings and workshops.**

Note: Visioning Workshop and Alternatives Workshop are proposed to occur over a two-day period whereby the Visioning Workshop takes place on one evening, followed by development of alternatives by the consultant team the next day, with the Alternatives Workshop occurring that evening. Staff from each firm on the consultant team will participate in both workshops and in the development of alternatives.****

D. DRAFT AND FINAL LAND USE MASTER PLAN

1. “Draft” Plan: Based on information obtained from Tasks A-C above, develop preliminary or “draft” land use master plan, depicted by mapping, illustrations, exhibits and other material, showing recommended locations for housing, rock quarrying, road access, and other types of site land use and development.
2. Economic Viability: Revisit Market Analysis to test economic viability of land use recommendations in Draft Plan.
3. Improvement Costs: Develop estimate of probable construction costs for utility and road infrastructure associated with proposed development patterns and type.
4. Review: Present Draft Plan recommendations to CBS Staff, Assembly, project stakeholders and general public.**
5. Revise and Finalize Master Plan: Based on review comments and input, revise and assemble Master Plan into final report document to submit to CBS.

6. DELIVERABLES: Draft Land Use Master Plan; Updated Market Analysis; Construction Cost Estimate; Final Land Use Master Plan Report.

Note: Members of the entire consultant team will participate in review meeting(s) of Draft Plan.***

PROJECT SCHEDULE

Jones & Jones proposes the following timeline to carry out Tasks A through D above:

Task A: Project Initiation – Two weeks

Task B: Data Collection and Analysis – Eight weeks

Task C: Land Use Vision and Alternatives (Workshops) – One week

Task D: Draft and Final Land Use Master Plan – Eight weeks

Total Project Duration: Approximately Twenty Weeks

ASSUMPTIONS AND EXCLUSIONS

*Assumes existing digital LIDAR topographic mapping, landslide risk assessment and debris-flow mapping, wetland mapping and inventories, and historical geotechnical information are available from CBS or other sources. Detailed on-site verification, testing, or delineation of critical areas including wetlands, riparian corridors, endangered/threatened species habitat, geologic conditions, landslide risk areas, etc. are beyond the scope of this project.

**Assumes CBS will post information about the project on the City's website, issue notices for public meetings, and reserve the venues for public meetings. Project information will be provided by the consultant team for posting on the City's website.

***Trip/meetings involving a one-night stay in Sitka by consultant team members.

****Trip/meetings involving a two-night stay in Sitka by consultant team members.

Site plans, maps, sections will be diagrammatic or illustrative in nature; detailed engineering plans, studies, or drawings are excluded.

Consultant Team shall make a total of three trips to Sitka for meetings as indicated above. Additional trips, if required, will be provided as an additional service for additional compensation as agreed to by CBS prior to trip.

COMPENSATION

The Jones & Jones consultant team proposes to perform the above Scope of Services on a Time-and-Materials Fee basis according to the attached spreadsheet showing projected staff labor hours and associated billing rates and anticipated travel expenses.

Action Plan

Strategy No. B

Plan No. 2

Date: 7/9/19

Strategy: We will identify and pursue Economic Development Opportunities.

Specific Result: To create a Master Plan for No Name/Granite Creek Development.

#	ACTION STEP (Number each one)	Assigned To:	Start Date:	Due Date:	Completed Date:
1	Hire a Planning Director	Chief Miller	6/25	7/26	
2	With consultant selected, develop a Scope of Work with the assistance of the Planning Commission.	New Planning Director	7/26	9/13	
3	Negotiate the fee, project schedule, and develop the budget with consultant.	Harmon	9/13	10/14	
4	Budget Ordinance Assembly approval and contract award.	Chief Miller	10/22	10/22	
5	Consultant works with CBS Staff and Planning Commission to develop a draft Master Plan that also incorporates previous consultant work.	Harmon & Planning Director	10/22	4/24/20	
6	Planning Commission reviews and suggests edits to the Master Plan.	Planning Director	4/24/20	5/15/20	
7	Assembly review and edit of the Master Plan.	Chief Miller	5/15/20	7/28/20	
8	Adoption of the Master Plan by the Assembly.	Chief Miller	8/25/20	8/25/20	
9	Implementation of the Master Plan by the Planning Commission. Master Plan to include, but not limited to: 1. Zoning for Development; 2. Delineation and mitigation of wetlands; 3. Plan for access roads; 4. Rock quarry delineation; 5. Zoning Code changes; 6. Utilities Required and Timeline on Infrastructure Development (Water, Waste water, Electrical and Substation); 7. High Value Land Development (Water-side past Cove Marina; 8. SS Pit Area Recommendations	Planning Director	8/25/20	Ongoing	
		Responsible:	Chief Miller		

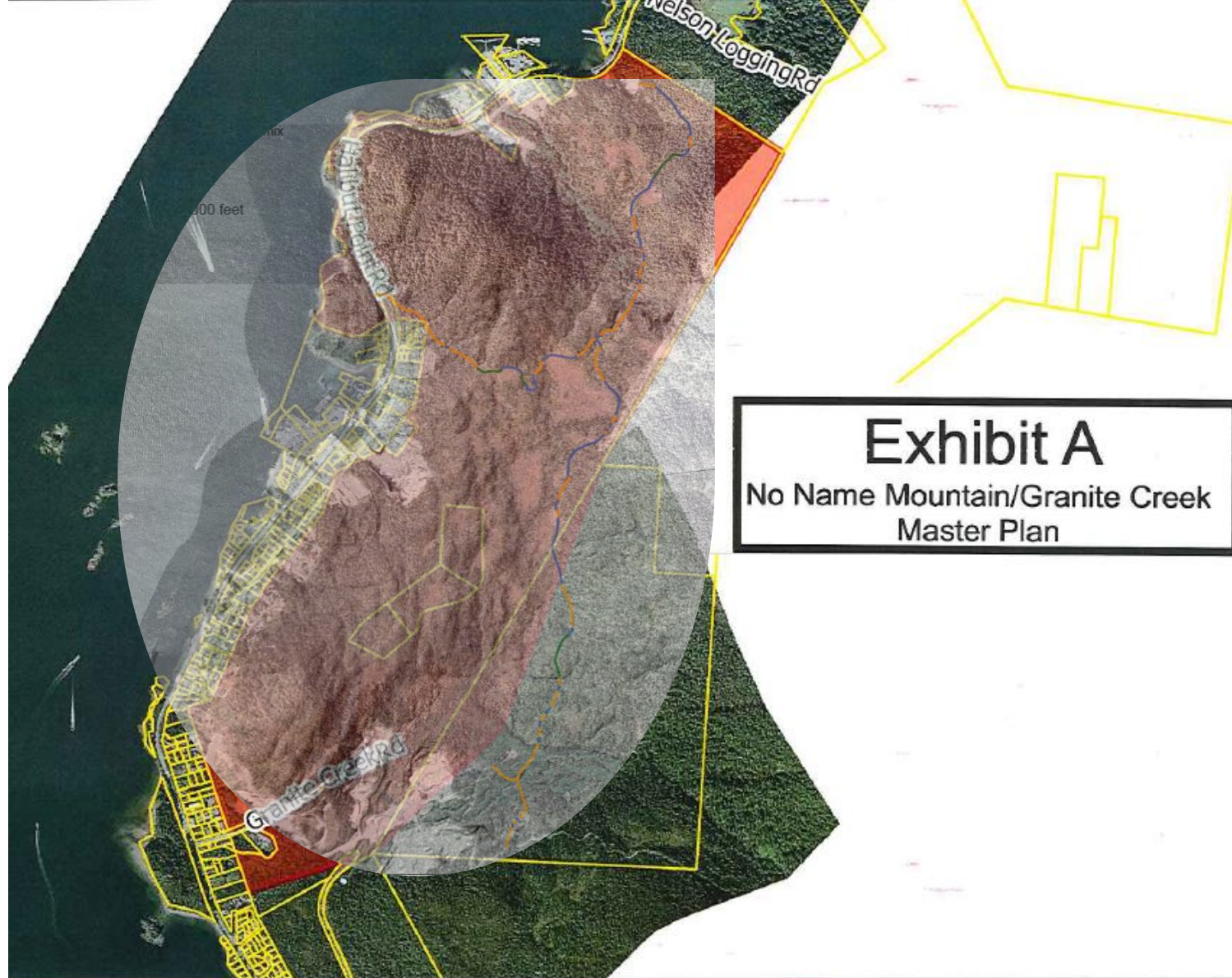


Exhibit A

No Name Mountain/Granite Creek
Master Plan

No Name Mountain Area

830 Acres



Cross Trail Phase 6 Location as flagged

Legend

Trail

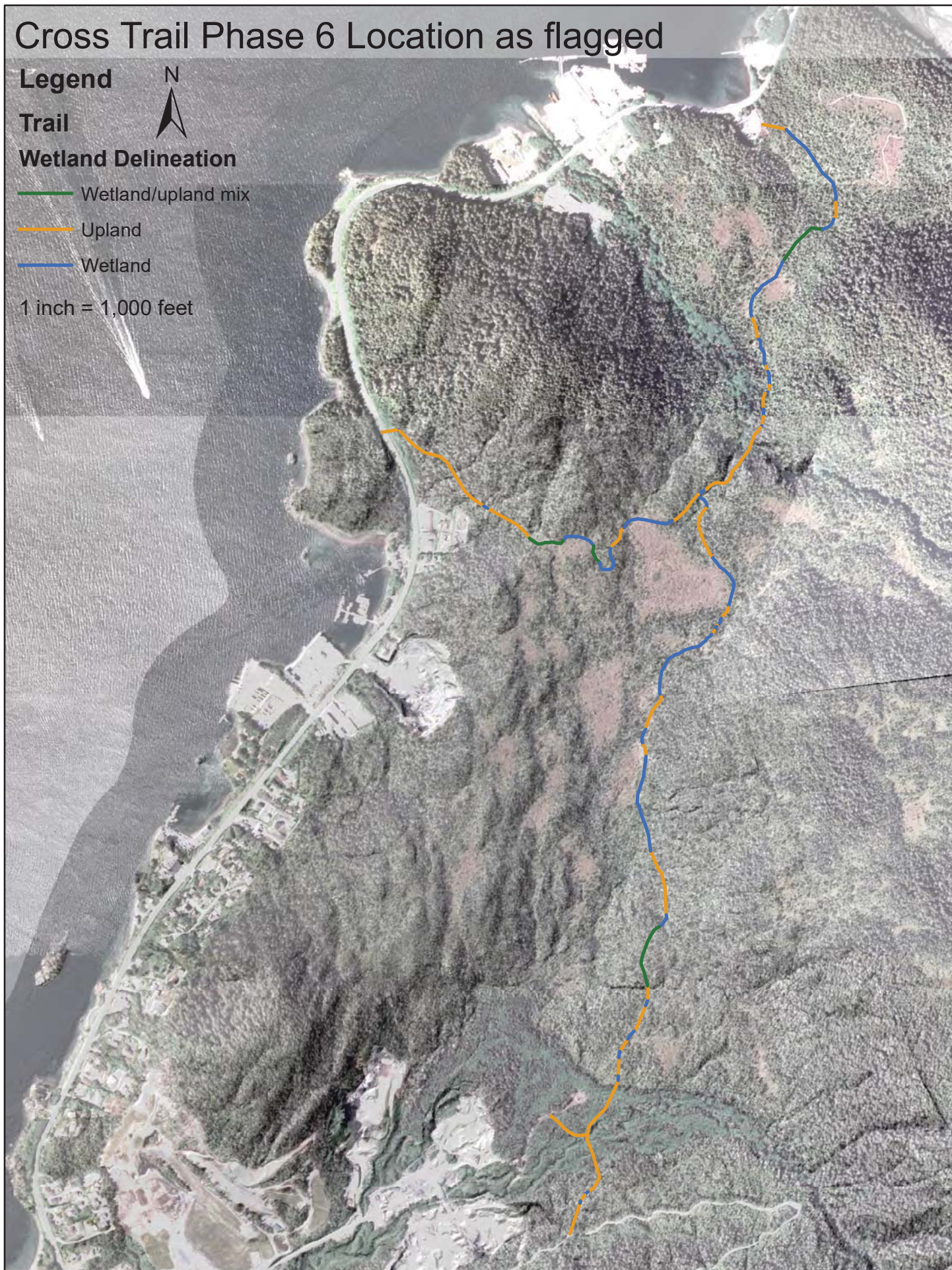
Wetland Delineation

Wetland/upland mix

Upland

Wetland

1 inch = 1,000 feet



USDA-F

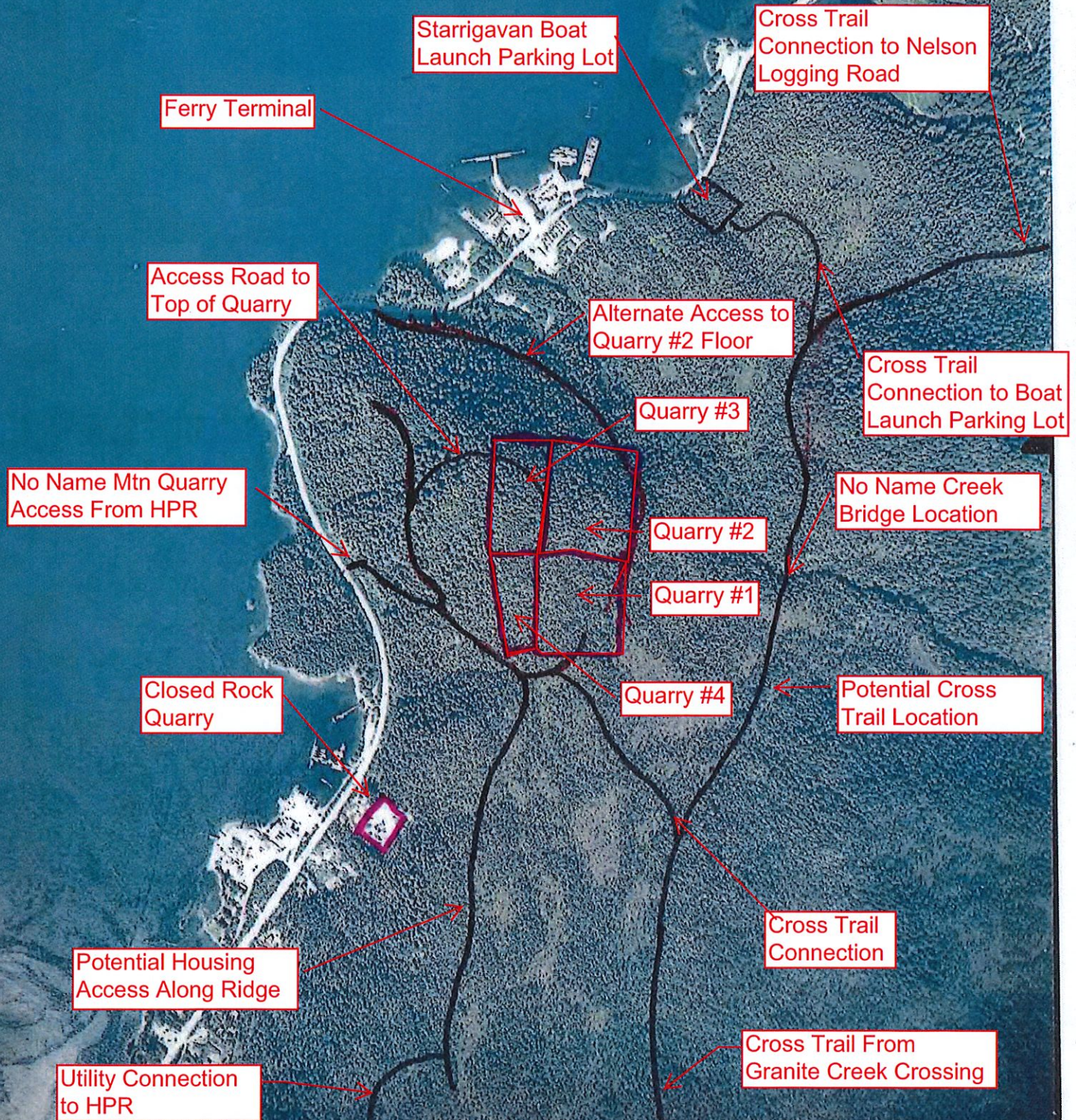
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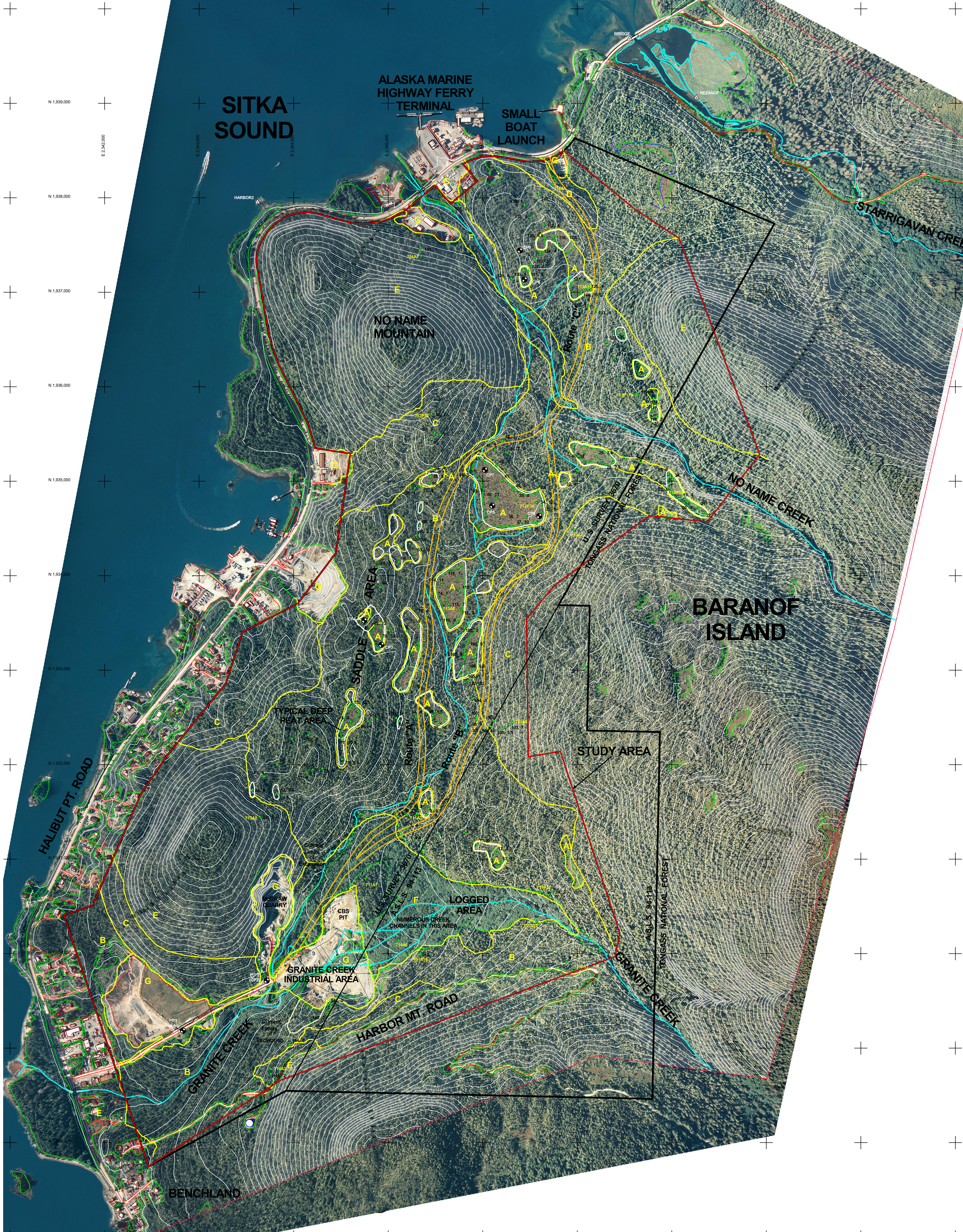
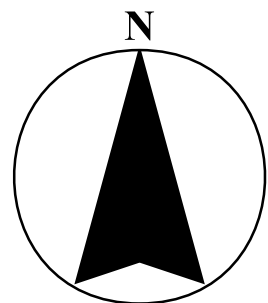
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1284-32

Figure #1

From 2016 QUARRY ACCESS REPORT





CONTROL STATION DATA			
Alaska State Plane Zone 1 Coordinate			
Station Name	Northing (Feet)	Easting (Feet)	Elevation (MLLW - ft.)
*CHAN	1915080.844	2348381.218	13.93
**HARBOR2	1937959.905	2343617.387	12.09
BRIDGE	1939689.792	2347553.298	21.03
CP3	1933268.552	2344926.135	290.77
CP4	1933524.039	2344747.495	302.89
CP5	1934739.359	2346100.036	220.58
CP6	1934629.870	2346596.760	230.76
CP7	1935118.757	2346022.349	219.78
CP8	1937135.072	2346440.005	137.43
CP9	1957441.475	2346392.954	135.05
PT11 (= CP1)	1929185.888	2342826.658	113.91
PT12 (= CP2)	1929712.909	2343711.892	108.89
REZANOF	1939070.045	2348259.345	10.90

* Published Coordinate, NGS (NAD27): 57° 05' 53.44800" N 135° 21' 40.96700" W
** Published Coordinate, NGS (NAD27): 57° 07' 37.63800" N 135° 23' 17.56300" W

- NOTES**
1. This mapping was performed under contract to the City and Borough of Sitka as part of the Granite Creek Topographical and Geological Field Investigations. The period of work is June 2000 through December 2000.
 2. See "Granite Creek Soils Probe and Wetlands Investigation," dated November 29, 2000, for more detailed information on soils, wetlands and vegetation, and for road route discussion.
 3. Horizontal datum is Alaska State Plane Zone 1 NAD27. Control survey was based on a GPS network constrained to USC&GS Stations "HARBOR2" and "CHAN". Vertical datum is MLLW. See "Granite Creek Control Survey Technical Report," dated December 2000, for additional information.
 4. Photogrammetric mapping prepared by AeroMap, U.S. from aerial photography acquired 7-26-98 at a nominal scale of 1"=1000' and control data acquired June 2000 by Kean and Associates. The mapping conforms to National Map Accuracy Standards.
 5. Topography in vegetated areas should be field-verified prior to use for engineering purposes, in accordance with ASPRS Standards.
 6. The source of the Granite Creek Industrial Site lease boundaries, shown hereon, is the City and Borough of Sitka Department of Public Works (drawing dated 8-10-00). See "Granite Creek Lease Sites: Document Analysis and Preliminary Map of Leaseholds," dated 9-21-00, for details on lease parcels.

LEGEND

DEEP PEAT (PROBE REFUSAL OVER 4 FEET)

PROBE HOLE, NUMBER AND DEPTH IN FEET (TO THE NEAREST 1/2 FOOT)

WETLAND SURVEY POINTS

STREAMS AND CREEKS

CITY AND BOROUGH OF SITKA PROPERTY BOUNDARY

LOGGED AREA BOUNDARY

25-FT CONTOUR

5-FT CONTOUR

EDGE OF FOREST

INDUSTRIAL SITE LEASE BOUNDARIES

USC&GS CONTROL STATION

CONTROL POINT ESTABLISHED BY KEAN AND ASSOCIATES

PROPOSED ROAD ROUTE

STATE PLANE GRID TICK

WETLAND TYPES:

- A. OPEN MUSKEG WETLAND
- B. FORESTED WETLAND ON UNDULATING LAND
- C. FORESTED WETLAND (MARGINAL) ON STEEP SLOPE
- D. FORESTED UPLAND (MARGINAL) ON STEEP SLOPE
- E. FORESTED UPLAND
- F. FORESTED RIPARIAN UPLAND, WITH CHANNEL INCLUSIONS
- G. UNFORESTED UPLAND

0 100 200 300 400 500 Meters

0 400 800 1200 1600 2000 Feet

**GRANITE CREEK
TOPOGRAPHICAL AND GEOLOGICAL
FIELD INVESTIGATIONS**

PREPARED FOR: CITY AND BOROUGH OF SITKA
100 Lincoln Street Sitka, Alaska 99835

PREPARED BY: KEAN & ASSOCIATES
14510 Ahlena Circle Anchorage, Alaska 99516
IN ASSOCIATION WITH
AEROMAP, U.S. STEPHL ENGINEERS HDR ALASKA, INC.
Topographic/Planimetric Base Map Soils Data Wetlands Data

SCALE: 1"=400' DATE: December 20, 2000 P.O. 20-0007996

FINAL BASE MAP



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Memorandum

To: Chair Spivey and Planning Commission
Through: Amy Ainslie, Director, Planning and Community Development
From: Scott Brylinsky, Planning Department Consultant
Subject: Discussion/Direction on Tiny Homes, Small Dwellings, and Affordable Housing
Date: November 14, 2019

Background

The Assembly's strategy for economic development includes a component to pursue options regarding tiny homes and/or small dwellings. That action plan¹ identifies the Planning Commission as the steering body for this effort.

One component of the plan, to reduce the minimum size of residential lots, was accomplished earlier this year. The ultimate result of continued effort on this topic is to propose code changes intended to promote availability of additional affordable housing stock in Sitka.

Discussion

Tiny homes / smaller dwellings have generated interest and discussion not just in Sitka but in most housing markets. However, for a variety of reasons they have not seen broad use locally.

Tonight's discussion is primarily to let the Planning Commission know that the Planning and Community Development Department is now actively working on possible code changes related to tiny homes, small dwellings, and affordable housing. We are interested in input from the Planning Commission on any topic areas, or ideas, they would suggest staff study.

Attachments:

Attachment A: Action Plan

Recommended Motions:

None.

¹ Plan was developed, but not formally adopted, by the Assembly.

DRAFT

Action Plan

Strategy No. B

Plan No.

Date:

Strategy: We will identify and pursue Economic Development Opportunities.

Specific Result: To pursue options regarding “tiny homes” and/or smaller dwellings (TH/SD’s).

#	ACTION STEP (Number each one)	Assigned To:	Start Date:	Due Date:	Completed Date:
1	Assembly will hold a work session to sort through the many housing options and provide direction for the Planning Commission and additional steps to be added to this Action Plan. This is the kickoff of this Action Plan.	Assembly Kevin Knox	2/12	2/12	
2	Planning Commission will review the following current zoning codes with consideration for which codes could/would to be changed to enable TH/SD’s to be a potential affordable housing option. a. Zoning code residential lot sizes (in works per Sitka Comprehensive Plan 2030; b. Adoption of IRC 2018 Building Codes, specifically TH/SD specifications appendix; c. Chapter 6 Mobile and Manufactured homes to allow TH/SD placement on semi/permanent foundation within mobile/manufactured home parks.	Scott Brylinsky	2/19	3/6	
3	Commission will develop definitions to be used within the zoning codes and regulations that designate what is a Tiny Home and what is a Small Dwelling (transitional size between Tiny Homes and full-size residential homes.	Scott Brylinsky	3/6	4/3	
4	Commission will forward their work in report form to the Assembly, including any recommendations they may have.	Scott Brylinsky	4/3	4/17	
5	Assembly will hold a public hearing(s) regarding code changes to accommodate TH/SD’s, and act upon changes they deem appropriate.	Mayor Paxton & Assembly	4/23	5/14	

DRAFT

6	Building Inspection Department will work with local builders of TH/SD's to set guidelines for the construction of TH/SD's that will allow for a Certificate of Occupancy to be issued upon completion. The builders will include Building Trade classes at Sitka High School and UAS-Sitka Campus, and private businesses that contemplate construction of TH/SD's for sale in Sitka as well as other locations in Southeast Alaska.	Pat Sweeden	2/19	4/23 & Ongoing	
7	CBS will make known to residents and potential developers that TH/SD's are allowed by the current building codes, and that additional code modifications regarding TH/SD's may be considered in the near future.	Maegan Bosak	2/19	3/1 & Ongoing	
8	CBS will invite developers and/or owners of land parcels to a public meeting to discuss the potential opportunities regarding land development focusing on TH/SD's as well as building codes governing them.	Bosak & Brylinsky	3/1	4/1	
9	CBS shall work with individuals, non-profits, and/or public-private partnerships that could expand the options available, including but not limited to assisting with land designation and/or acquisition of privately owned or CBS owned land.	Brylinsky & Bosak	3/1	Ongoing	
10	This work by the CBS would include zoning designations that would allow and encourage development of both privately owned lots and lots available as rentals to site TH/SD's.	Brylinsky, Sweeden & Bosak	2/19	5/1	
		Responsible: Scott Brylinsky			