



CITY AND BOROUGH OF SITKA

Meeting Agenda - Final

Planning Commission

Wednesday, July 1, 2020

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 20-11](#) Approve the June 17, 2020 minutes.

Attachments: [10-June 17 2020 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 [CUP 20-11](#) Public hearing and consideration of a conditional use permit for a dwelling unit on the first floor within the Central Business District located at 419 Lincoln Street. The property is also known as a Portion of Tract F, USS 404/Portion of Lot 6, Block 11, USS 1474 Tract A. The request is filed by Eugene Solovyov. The owner of record is Sitka Art Realty Association, LLC.

Attachments: [CUP 20-11 Solovyov 419 Lincoln St. 1st Floor Dwelling Staff Report](#)
[CUP 20-11 Solovyov 419 Lincoln St. 1st Floor Dwelling Aerial](#)
[CUP 20-11 Solovyov 419 Lincoln St. 1st Floor Dwelling Floor Plan](#)
[CUP 20-11 Solovyov 419 Lincoln St. 1st Floor Dwelling Photos](#)
[CUP 20-11 Solovyov 419 Lincoln St. 1st Floor Dwelling Applicant Materials](#)

- C** [P 20- 03](#) Public hearing and consideration of a preliminary plat for minor subdivision to result in four lots at 601 Alice Loop in the Waterfront District. The property is also known as Lots 1 and 2, Dr. Walter Soboleff 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 20-03 Shee Atika 601 Alice Loop Minor Subdivision Staff Report](#)
[P 20-03 Shee Atika 601 Alice Loop Minor Subdivision Aerial](#)
[P 20-03 Shee Atika 601 Alice Loop Minor Subdivision Current Plat](#)
[P 20-03 Shee Atika 601 Alice Loop Minor Subdivision Preliminary Plat](#)
[P 20-03 Shee Atika 601 Alice Loop Minor Subdivision Photos](#)
[P 20-03 Shee Atika 601 Alice Loop Minor Subdivision Applicant Materials](#)
- D** [LM 20-04](#) Public hearing and consideration of a request to lease municipal property; an approximately 2,500 square foot sized portion of Tract C, ASLS 79-4 located on Harbor Mountain Bypass. The request is filed by New Horizons Telecom, Inc. on behalf of Verizon Wireless. The owner of record is the City and Borough of Sitka.
- Attachments:** [LM 20-04 New Horizon - Verizon Staff Report](#)
[LM 20-04 New Horizon - Verizon Aerial](#)
[LM 20-04 New Horizon - Verizon Applicant Materials](#)
- E** [MISC 20-12](#) Commission survey on the City Seal Redesign Project.
- Attachments:** [Board & Commission Survey Sheet](#)
[Contest Entries](#)

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 or emailed to planning@cityofsitka.org. Teleconference options can be found at <https://www.cityofsitka.com/government/departments/planning/index.html>. Those with questions may call (907) 747-1814.

Publish:



CITY AND BOROUGH OF SITKA

Minutes - Draft

Planning Commission

Wednesday, June 17, 2020

7:00 PM

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

Present: Chris Spivey (Chair), Darrell Windsor, Randy Hughey, Victor Weaver, Stacy Mudry
Staff: Amy Ainslie
Public: Travis Vaughn, Ariadne Will

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

II. CONSIDERATION OF THE AGENDA

III. CONSIDERATION OF THE MINUTES

M-Windsor/S-Weaver moved to approve the June 3, 2020 minutes. Motion passed 5-0 by voice vote.

A [PM 20-10](#) Approve the June 3, 2020 minutes.

Attachments: [09-June 3 2020 DRAFT](#)

IV. PERSONS TO BE HEARD

V. PLANNING DIRECTOR'S REPORT

Ainslie began the report with an update on the No Name Mountain Project. A memo in the packet outlined the key findings from the report and near-term economic development actions that could be pursued in the study area. Ainslie noted Scott Brylinsky was working to close the contract, finalize paperwork, and get final documentation. She mentioned the department was in receipt of the final PDF version of the plan supplied by the consultants. Staff was in discussion with the Administrator, the Assembly, and the Commission to determine what, if any, next steps could be taken. Ainslie took a minute to express her appreciation for the work Brylinsky had done in the department, both in terms of projects and mentorship. Ainslie noted the Planner I recruitment was going well, they hoped to extend an offer within the week and start training as soon as possible. Finally, Ainslie mentioned the potential land sale on Kramer Avenue would be discussed at the Assembly meeting the following week. The Assembly would discuss points that the Commission had previously discussed: if a land sale should move forward, whether to sell a portion or the entire tract, and the sales process.

VI. REPORTS

B [MISC 20-11](#) Memo to Commission on No Name Mountain/Granite Creek Master Plan project.

Attachments: [Status report -final-No Name Mtn MP to administrator-assembly-planning 12Jun20](#)

VII. THE EVENING BUSINESS

C [VAR 20-05](#) Public hearing and consideration of a variance to reduce a front setback from 14 feet to 7 feet at 1904 Cascade Creek Road in the R-1 single family and duplex residential district. The property is also known as Lot 8B, Shoemaker Subdivision. The request is filed by Travis Vaughn. The owner of record is Mandie Smith.

Attachments: [V 20-05 Vaughn 1904 Cascade Creek Variance Staff Report](#)
 [V 20-05 Vaughn 1904 Cascade Creek Variance Aerial](#)
 [V 20-05 Vaughn 1904 Cascade Creek Variance As-Built](#)
 [V 20-05 Vaughn 1904 Cascade Creek Variance Site Plan](#)
 [V 20-05 Vaughn 1904 Cascade Creek Variance Plat](#)
 [V 20-05 Vaughn 1904 Cascade Creek Variance Pictures](#)
 [V 20-05 Vaughn 1904 Cascade Creek Variance Applicant Materials](#)

Ainslie described the property and the reason for the variance request in her report. She noted the duplex was built in 1977 and was built 13 feet from the property line at that time, causing an existing one-foot encroachment into the setback. Ainslie clarified a deck was needed to enter the duplex and a three-foot minimum width was required for a deck. Thus, due to the existing encroachment and the necessity of 3 feet minimum width for a deck, therefore four of the seven feet requested by the applicant was not optional. Ainslie noted the applicant had requested a seven-foot variance to allow a six-foot deck for easier ingress and egress, especially for renters who needed to move furniture in and out. Ainslie pointed out even with the extra deck width the property had plenty of parking that did not impact traffic on the street. She noted Cascade Creek had originally been platted to connect directly to Edgumbe drive leaving 60 feet for the road and right of way. Because the plan to connect the roads had never been completed the developed road was only 20-30 feet in width with a large right of way between the properties and the road. Staff recommended approval due to the original structure, the need for decks for safe egress and ingress, and the minimal impact on traffic and parking.

The applicant Travis Vaughn was present. He explained the deck that was being replaced was four feet and he was replacing it with a six-foot deck to allow tenants to safely move furniture in and out. The applicant noted the top deck had been installed before he was aware of an encroachment issue. He had measured from the developed road and was unaware of the unused right of way between Edgumbe drive and Cascade Creek Road. He noted the main entrance had originally been on the back of the structure, but due to shady and wet conditions was moved to avoid rot and unsafe conditions.

Spivey asked what the actual distance was from the developed road to the foundation. Staff clarified it was difficult to determine without a clearly drawn plat because of the end of the pavement is unclear and varied. Staff and applicant estimated there was at least 25 feet from the foundation to the pavement. Weaver asked if the applicant could move parking to the rear of the duplex if the right of way were ever developed according to the plat. Applicant stated it would be doable because of the depth of the lot and he was looking to make more usable space on the back of the lot in the future.

M-Mudry/S-Windsor moved to approve a variance to reduce a front setback from 14 feet to 7 feet at 1904 Cascade Creek Road in the R-1 single family and duplex residential district. The property was also known as Lot 8B, Shoemaker Subdivision. The request was filed by Travis Vaughn. The owner of record was Mandie Smith. Motion passed 5-0 by voice vote.

M-Mudry/S-Windsor moved to adopt the findings as listed in the staff report. Motion passed 5-0 by voice vote.

D [MISC 20-09](#)

Discussion/direction on permitted and conditional uses in the commercial and industrial zoning districts.

Attachments: [MISC 20-09 Permitted and Conditional Uses in Commercial and Industrial Zones Staff Memo](#)
[Use Tables](#)

Ainslie introduced the topic which had been earmarked based on previous discussions and questions. Staff wanted to review and discuss to see if changes needed to be made to allow the use tables to be more accessible and understandable. Ainslie noted that motions were not required following the discussion, but could occur if appropriate. Ainslie showed the commission use tables which indicated which uses were allowed, prohibited, or conditionally allowed in different zones. It was noted that zones C1 and C2 were almost identical. Commissioners discussed the differences including C2 allowing mobile or manufactured homes/mobile home parks and government services (public agency or utilities offices, yards and warehouses) being conditional in C1 and prohibited in C2. Commissioners discussed merging the two zones into one and whether it would cause issues with mobile home or tiny home placements. Ainslie suggested the zones could be merged on the tables into one general commercial area and utilize footnotes to indicate small differences. She supported simplification of the tables that would allow for easier reading and understanding of the tables. She mentioned any zone changes would go before the assembly as zoning code action. Commissioners discussed the residential nature of several commercially zoned areas of town. Windsor asked if predominantly residential areas should be changed to residential zoning with existing commercial ventures grandfathered in. Spivey expressed concern with this suggestion because if commercial zones were limited and changed to only residential zones it would limit future potential for business ventures. Ainslie noted that lodges are a popular commercial use in heavily residential commercial zones and that use was compatible with residential use. Ainslie also pointed out that grandfathering was difficult to keep track of over the years. Spivey was concerned about the difficulty a bulk retail venture had to go through in spite of the compatibility with industrial use. He hoped to reduce barriers for those looking to start businesses in the commercial and industrial zones. Hughey expressed concern about residential creep taking over commercial zones and asked if any limits could be added to preserve the zone for commercial use. Commissioners discussed how best to address the varied concerns regarding the zones and uses. Spivey suggested the commission take time each meeting to focus on one or two sections of the use tables to make suggestions of changes. No motion was made.

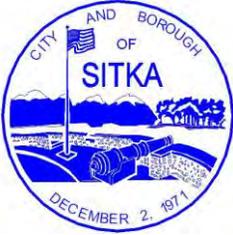
- E [MISC 20-10](#) Discussion/direction on changing setbacks from property lines adjacent to filled, intertidal, or submerged tidelands in all zoning districts.

Attachments: [MISC 20-10 Setbacks to Tidelands Staff Memo](#)
[Development Standards Table](#)

Ainslie introduced the topic for discussion. She explained that properties which were adjacent to filled, intertidal, or submerged tidelands were allowed 0-foot setbacks, but only in the Waterfront District and the Gary Paxton Industrial Park. Properties which fit that description in the other zones were still subject to the setbacks appropriate to the zoning. She mentioned the commission had reviewed a variance application earlier in the year to allow a home in another zone to build up to the property line adjacent to tidelands. The applicant had planned the home close to the property line because he had thought the exception applied to all zones, not just Waterfront and Gary Paxton Industrial. Ainslie noted at the time of the application review there had been interest within the commission to expand the exception to more districts. She explained the justification of setbacks was to preserve open space, reinforce fire separations, provide buffer between properties, and allow legal egress and ingress, all things that did not apply to properties lines adjacent to tidelands. Commissioners discussed possible reasons the exception might not have been applied to the other zones including erosion dangers and accidental encroachment. Weaver asked if there were any legal, state or federal, reasons for the setbacks. Ainslie replied staff was unaware of any statutory reason for setbacks as other agencies would only be involved once the property line was breached. She allowed that there might be compelling reasons to keep the setbacks, but regulations were likely not one. The commission determined that more research, including contacting the Department of Natural Resources, should be done before any further discussion occurred. No motion was made.

Seeing no objection, Chair Spivey adjourned the meeting at 8:08 PM.

VIII. ADJOURNMENT



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 20-11
Proposal: Request for dwelling unit on first floor
Applicant: Eugene Solovyov
Owner: Sitka Art Realty Association, LLC.
Location: 419 Lincoln St.
Legal: Portion of Tract F, USS 404/Portion of Lot 6, Block 11, USS 1474, Tract A
Zone: CBD Central Business District
Size: 7,749 square feet
Parcel ID: 1-1195-000
Existing Use: Retail space
Adjacent Use: Retail, restaurant, harbor, museum, offices
Utilities: Existing
Access: Lincoln Street and Monastery Street

KEY POINTS AND CONCERNS:

- Dwelling units on the first/ground level of a structure in the Central Business District is a conditional use in the zoning code
- Proposal is to convert previous retail/personal services space into a residential dwelling
- Location is away from main shopping/highly visible areas

RECOMMENDATION:

Staff recommends that the Planning Commission approve the conditional use permit request for a dwelling unit on the first floor of a structure in the Central Business District at 419 Lincoln Street subject to conditions of approval.

BACKGROUND/PROJECT DESCRIPTION

Footnote 12 to Table 22.16.015-1 Residential Land Uses states “*Single or multiple apartments shall only be permitted on the first floor of structures in the CBD if approved through the conditional use process. Single and multiple apartments are permitted uses on upper floors of structures in the CBD.*” Staff’s interpretation of the intent of this code provision is to preserve commercial and retail space in the central business district, particularly those on the first floor that is accessible and visible.

The request is to turn a portion of the structure at 419 Lincoln Street into a 1 bedroom apartment, approximately 350-400 square feet in size. The space was previously used for retail and spa services. This portion of the building is not easily visible from Lincoln Street, and is more likely to be accessed from Monastery Street. This reduces the visual impact to shoppers and visitors.

Given the available commercial and retail space in the downtown area, it would not seem that removing this unit from commercial inventory would have a significant impact on downtown retail space supply. Further, this is a good candidate for conversion to a residential unit, as it is not a storefront with store windows facing streets and sidewalks.

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:

Conversion from retail to residential should decrease the amount of generated traffic in the area. Moderate to heavy vehicular and foot traffic is to be expected in the Central Business District.

b. Amount of noise to be generated and its impacts on surrounding land use: Noise impact should be minimal – living space is a small studio that would likely house a single person, perhaps up to 2 people.

c. Odors to be generated by the use and their impacts: None anticipated – should be in line with normal residential use

d. Hours of operation: N/A

e. Location along a major or collector street: Pedestrian access from Lincoln Street and Monastery Street Harbor Drive, vehicular access from Monastery Street only.

¹ § 22.24.010.E

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 for at least one car (perhaps two) is available. Parking requirements do not pertain to the Central Business District.

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: One bedroom apartment – kitchen/living, bedroom, bathroom.

j. Effects of signage on nearby uses: None.

k. Presence of existing or proposed buffers on the site or immediately adjacent the site: Building is set far back from Lincoln Street, garden and walking path to the structure. Fencing and hedges on the corner of Lincoln and Monastery.

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 housing goals to expand the range, affordability, and quality of housing in Sitka by offering housing in the desirable downtown area.

m. Other criteria that surface through public comments or planning commission review: None at this time.

RECOMMENDATION

Staff recommends that the Planning Commission approve the conditional use permit request for a dwelling unit on the first floor of a structure in the Central Business District at 419 Lincoln Street subject to conditions of approval.

ATTACHMENTS

Attachment A: Aerial

Attachment B: Floor Plan

Attachment C: Photos

Attachment C: Applicant Materials



Motions in favor of approval:

- 1) I move to approve the conditional use permit application for a dwelling unit on the first floor of a structure in the Central Business District located at 419 Lincoln Street. The property is also known as a Portion of Tract F, USS 404/Portion of Lot 6, Block 11, USS 1474, Tract A. The request is filed by Eugene Solovyov. The owner of record is Sitka Art Realty Association, LLC.**

Conditions of Approval:

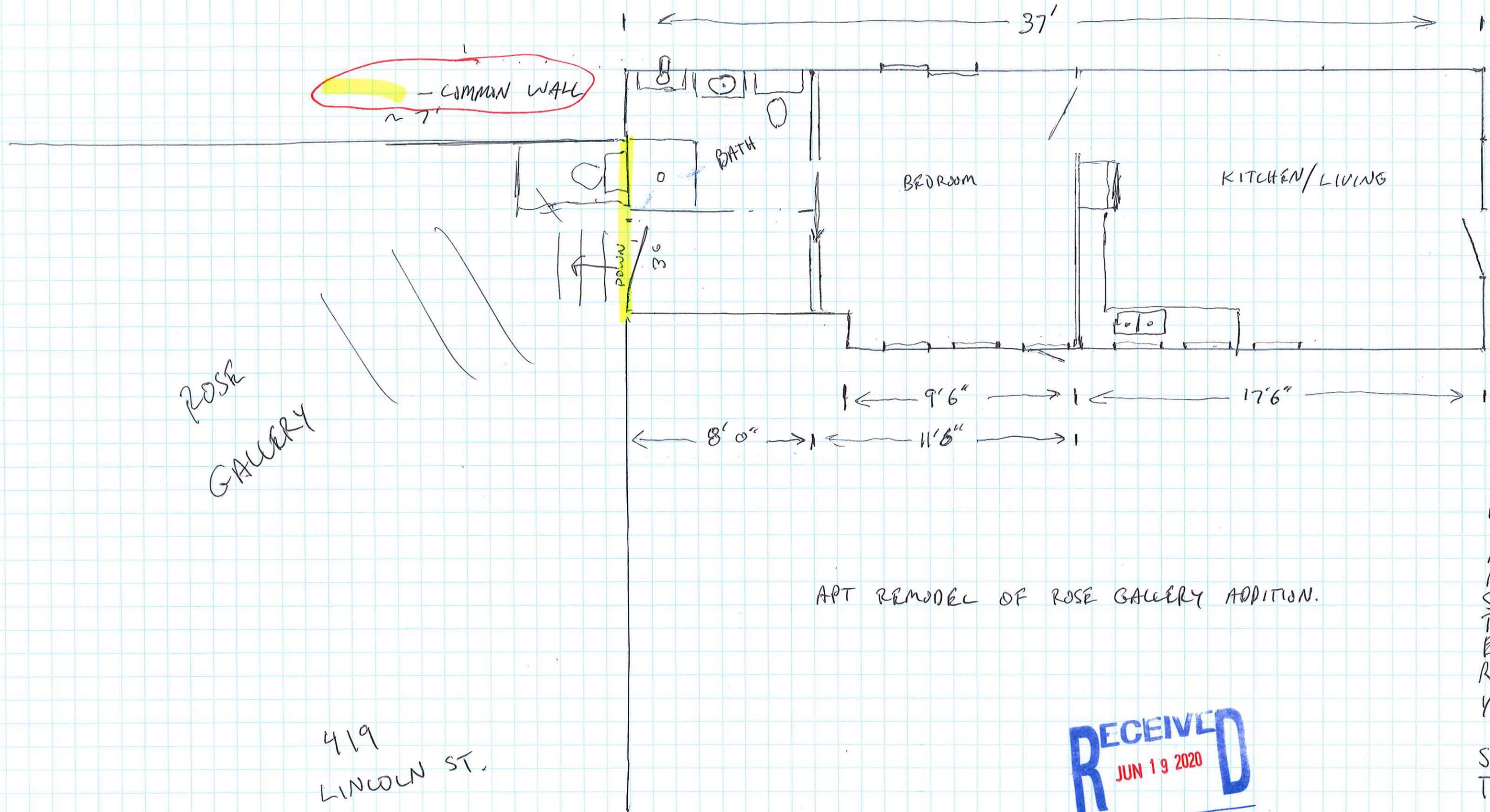
1. The structure shall be used consistent with the application, narrative, and plans that were submitted with the request.
2. The Planning Commission, at its discretion and upon receipt of meritorious complaint, may schedule a public hearing at any time for the purpose of resolving issues with the request and mitigating adverse impacts on nearby properties.
3. Permit and use shall comply with all local regulations, including building code, fire and life safety, business registration, and remittance of all applicable taxes.

1) I move to adopt the required findings for conditional use permits: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





APT REMODEL OF ROSE GALLERY ADDITION.

RECEIVED
JUN 19 2020
BY _____

LINCOLN ST.





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: Convert retail space to
Apartment

PROPERTY INFORMATION:

CURRENT ZONING: CBD PROPOSED ZONING (if applicable): N/A
CURRENT LAND USE(S): _____ PROPOSED LAND USES (if changing): _____

APPLICANT INFORMATION:

PROPERTY OWNER: EUGENE SOBOUYOV
PROPERTY OWNER ADDRESS: 419 LINCOLN ST.
STREET ADDRESS OF PROPERTY: 419 LINCOLN ST.
APPLICANT'S NAME: EUGENE SOBOUYOV
MAILING ADDRESS: 419 LINCOLN ST.
EMAIL ADDRESS: EUGENESOBOUYOV@ALASKAN.COM DAYTIME PHONE: 747-3030

PROPERTY LEGAL DESCRIPTION:

TAX ID: _____ LOT: _____ BLOCK: _____ TRACT: _____
SUBDIVISION: _____ US SURVEY: _____



CITY AND BOROUGH OF SITKA
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT
SUPPLEMENTAL APPLICATION FORM
CONDITIONAL USE PERMIT

APPLICATION FOR

- MARIJUANA ENTERPRISE
- SHORT-TERM RENTAL OR BED AND BREAKFAST
- OTHER: Dwelling unit on 1st floor of CBD

CRITERIA 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 - OR LESS (NOT retail space)
- Amount of noise to be generated and its impacts on surrounding land use: NONE - residential
- Odors to be generated by the use and their impacts: NONE - residential
- Hours of operation: N/A
- Location along a major or collector street: Lincoln & Monastery
- Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario: N/A
- Effects on vehicular and pedestrian safety: NONE

- Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: EXCELLENT.

- Logic of the internal traffic layout: Studio

- Effects of signage on nearby uses: None proposed

- Presence of existing or proposed buffers on the site or immediately adjacent the site: Same
bluage, otherwise building around typical to CBD

- 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): _____

- Other criteria that surface through public comments or planning commission review (odor, security, safety, waste management, etc.): N/A

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 THE UNIT WILL NOW BE A SINGLE BEDROOM APARTMENT, NOT A BUSINESS

b. Adversely affect the established character of the surrounding vicinity, because NO exterior changes, less traffic; 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, because, small dwelling, lower traffic impact;

2. The granting of the proposed **conditional use** permit is consistent and compatible with the intent of the goals, objectives, and policies of the **comprehensive plan** and any implementing regulation, specifically,

conforms to Comprehensive Plan Section H1.1e which states encourage higher density housing

because the proposal adds dwelling unit in CBD - desirable living / working location - affordable housing option;

3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced, because Owner's business next door

ANY ADDITIONAL COMMENTS


Applicant

6/19/20
Date



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

Case No: P 20-03
Proposal: Preliminary Plat – minor subdivision to result in 4 lots
Applicant: Shee Atika Holdings Alice Island, LLC
Owner: Shee Atika Holdings Alice Island, LLC
Location: 601 Alice Loop
Legal Desc.: Lots 1 and 2 Dr. Walter Soboleff Subdivision
Zone: WD Waterfront District
Size: Existing:

- Lot 1 - 60,518 square feet
- Lot 2 - 78,161 square feet

Proposed:

- Lot 1 – 59,778 square feet
- Lot 2A – 32,230 square feet
- Lot 2B – 20,303 square feet
- Lot 2C – 26,367 square feet

Parcel ID: 1-9000-001
Existing Use: Commercial Real Estate
Adjacent Use: Vacant, Residential, Commercial, Harbor
Utilities: Alice Loop
Access: Alice Loop

KEY POINTS AND CONCERNS:

- Lots meet dimensional development standards for the zoning district.
- Direct vehicular and utility access from Alice Loop.
- Existing infrastructure in place to provide parking, access, and utilities.

RECOMMENDATION:

Approve the preliminary plat of the minor subdivision of 601 Alice Loop subject to the attached conditions of approval.

ATTACHMENTS:

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

BACKGROUND:

The property at 601 Alice Loop is currently a large, mostly undeveloped lot in the Waterfront zoning district. The Sealing Cove Business Center (more commonly known as the former Mt. Edgumbe Elementary School) fronts the right-of-way on Alice Loop, with a large amount of vacant, unused land surrounding it. Future plans for the lots include development of multi-family housing.

Changes from the previous platting action: The boundary lines of Lot 1 are being adjusted, and the access easement with cul-de-sac termination is being vacated. A new 30' wide access easement is being platted in its place.

PROJECT DESCRIPTION:

The proposed minor subdivision is intended to divide Lots 1 and 2 of the Dr. Walter Soboleff subdivision. The newly created parcels would all exceed the development standards for the Waterfront district; the minimum lot size in this zone is 6,000 square feet. Proposed lot sizes are as follows (in square feet):

- Lot 1: 59,778
- Lot 2A: 32,230
- Lot 2B: 20,303
- Lot 2C: 26,367

Two of the lots make contact with the right-of-way, Alice Loop. A 30' access easement is platted for access to lots 2B and 2C. A utility easement remains on the northwest side of Lot 1 to provide electric service to Lot 2C. The remaining utility connections for Lots 2B and 2C are presumed to be from the main 30' access easement. If so, it should be relabeled to read "Access and Utility Easement". If not, alternate utility easements need to be identified. A 20' utility easement is maintained on the southeast side of Lot 2A for the Alice Island PUD.

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 WD District is 6,000 square feet. All resulting lots will meet these minimums.

ANALYSIS:

Site: Site is large, flat, and mostly undeveloped with the exception of the Sealing Cove Business Center.

Utilities: Utilities are available from Alice Loop, multiple utility easements are also platted to ensure future development options as well. Easement on the southeast end of the new Lot 2A is retained. Plat notes shall be added to cite recorded agreements for utility easements.

Access, Roads, Transportation, and Mobility: Lots are directly accessed from Alice Loop, and a new access easement through all three lots is platted for future development.

Public, Health, Safety and Welfare: Locations for utilities are planned via proposed platted easements. A condition of approval requires all utility installations to undertake the required permitting processes. Creates developable, waterfront lot in a residential/multi-use neighborhood.

Orderly and Efficient Layout and Development: Subdivision separates existing structure primarily used for commercial purposes from vacant, buildable land in a way enables future multifamily development on lots 2A-C.

COMPREHENSIVE PLAN

The proposed minor subdivision preliminary plat complies with the Comprehensive Plan by following the subdivision process, and enables economic development of otherwise vacant land.

RECOMMENDED MOTION

1. I move to approve the preliminary plat for a minor subdivision to result in four two lots at 601 Alice Loop in the Waterfront zoning district. The property is also known as Lots 1 and 2, Dr. Walter Soboleff Subdivision. The request is filed by Shee Atika Holdings Alice Island, LLC. The owner of record is Shee Atika Holdings Alice Island, LLC

Conditions of Approval.

- 1) All utilities, including water, sewer, and electricity shall be required to have an approved permit from the municipality; and all utility permits and design shall comply with all applicable code and design polices including, but not limited to 15.04.100, 15.04.110, 15.04.240, and 15.04.250.

- 2) This subdivision development and the 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) Easement maintenance agreements for the access and utility easements shall be developed and recorded before final plat approval.
- 5) All easement agreements will be cited via plat notes. The City and Borough of Sitka is a party to all easements.
- 6) Fire separation of existing the existing building on Lot 1 to all adjacent property lines will be to the satisfaction of the Building Official prior to final plat approval.

2. I move to adopt the following findings:

- 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 enables economic development of otherwise vacant land;
- 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.



CERTIFICATE OF OWNERSHIP AND DEDICATION

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

DATE: 1/24/2020 OWNER: Heather McConnell (SIGNATURE)
 DATE: 1/24/2020 OWNER: Heather McConnell (SIGNATURE)

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
 STATE OF ALASKA
 CITY & BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS 24 DAY OF JANUARY, 2020, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED Danielle McCannell, C.O., Shee Atika Holdings Alice Island LLC.

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

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

MY COMMISSION EXPIRES June 17, 2023

Amy Anslie
 NOTARY PUBLIC
 STATE OF ALASKA
 MY COMMISSION EXPIRES June 17, 2023

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

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AS 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 IN THE TAX RECORDS IN THE NAME OF Shee Atika Holdings Alice Island LLC AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL FOR THE YEAR 2019 WILL BE DUE ON OR BEFORE August 31, 2020.

DATED THIS 20th DAY OF JANUARY, 2020 AT SITKA, ALASKA.

Heather McConnell
 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. 21-12-25, DATED November 16, 2019, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, SITKA, ALASKA.

DATE: 1-2-2020 CHAIRMAN, PLATTING BOARD
Amy Anslie
 SECRETARY

CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND FINANCE DIRECTOR FOR THE CITY & BOROUGH OF SITKA, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS OF THE CITY & BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED IN THE RECORDS IN THE NAME OF Shee Atika Holdings Alice Island LLC (ALL OWNERS OF RECORD) AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL L.I.D.'S ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL.

DATED THIS 20th DAY OF JANUARY, 2020, AT SITKA, ALASKA.

Heather McConnell
 FINANCE DIRECTOR
 CITY & BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA ASSEMBLY AS RECORDED IN MINUTE BOOK PAGE DATED .

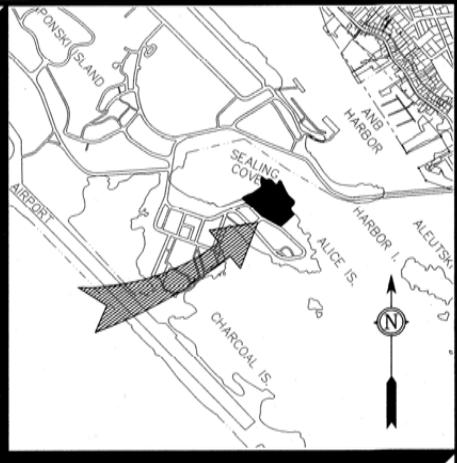
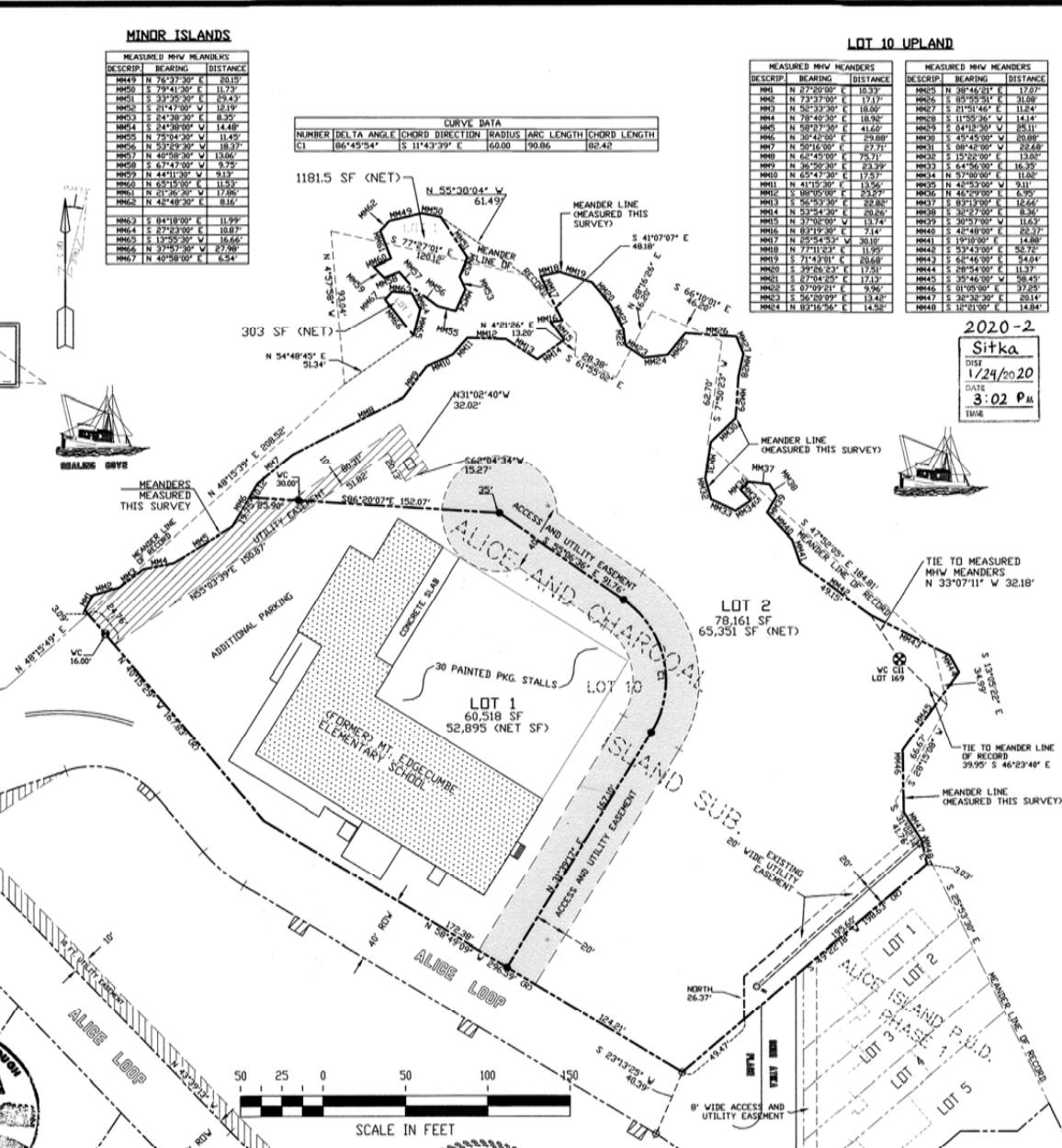
AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX-OFFICIO RECORDER, SITKA, ALASKA.

DATE: 1-16-20 CLERK
Janet Peterson
 CITY AND BOROUGH CLERK

NORTH 57 LAND SURVEYING LLC

(907) 747-6700 215-F SMITH STREET, SITKA, AK
 MAILING ADDRESS - 2007 CASCADE CREEK ROAD, SITKA, AK 99835
 EMAIL: north57landsurveying@yahoo.com

DESIGNED: J. O'NEILL
 DRAWN: JCH/ACAD
 CHECKED: KD
 DATE OF PLAT: DEC. 13, 2019 # 125421
 SCALE: 1" = 50'
 DRAWING NAME: LOT10INDICIS
 PROJECT NO: 40034-01
 DATE: Dec 18, 2019
 SURVEYOR'S CERTIFICATE: I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN NOV. 2019, 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.



- LEGEND**
- ⊕ PRIMARY CONTROL MONUMENT RECOVERED (BRASS CAP)
 - ⊕ BLM/GLD PRIMARY BRASS CAP (RECOVERED)
 - SECONDARY MONUMENT (SET)
 - SECONDARY MONUMENT (RECOVERED)
 - (R) RECORDED DATA
 - (C) COMPUTED DATA
 - (M) MEASURED DATA
- NOTES:**
- THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE LOT 10 ALICE AND CHARCOAL ISLAND SUBDIVISION INTO TWO (2) LOTS.
 - THE MUNICIPALITY IS PARTY TO ALL EASEMENTS AND PLAT NOTES. THEY SHALL NOT BE MODIFIED WITHOUT APPROVAL OF THE PLATTING BOARD. THERE SHALL BE NO ENCROACHMENTS ON CITY ASSETS OR EASEMENTS.
 - A MAINTENANCE AGREEMENT FOR THE ACCESS AND UTILITY EASEMENT IS FILED IN THE SITKA RECORDING DISTRICT OFFICE UNDER SERIAL NO. 2020-000005-0
 - A MAINTENANCE AGREEMENT FOR THE UTILITY EASEMENT IS FILED IN THE SITKA RECORDING DISTRICT OFFICE UNDER SERIAL NO. 2020-000006-0
 - RECORD BEARINGS AND DISTANCES SHOWN ON THIS PLAT ARE FROM THE ALICE AND CHARCOAL ISLAND SUB. PLAT NO. 2001-20, AND ARE ALASKA STATE PLANE, ZONE 1 (NAD 1927) GRID BEARINGS AND DISTANCES. THAT SURVEY CONTINUED THE PRACTICE IN THIS AREA OF UTILIZING A PROJECT SCALE FACTOR OF 0.9999735 AND DELTA GAMMA ANGLE OF -1°24'17" CLOCKWISE DEVIATION (AS MEASURED FROM USRLM NO 1, SITKA) TO CONVERT TRUE GRID TO ALASKA STATE GRID.
 - THE SEAWARD BOUNDARY OF THIS SUBDIVISION IS THE ACTUAL LINE OF MEAN HIGH WATER (MHW) AT ELEVATION 9.2 FT. THE MEANDER LINE OF RECORD IS THAT DEPICTED ON THE BLM PLAT "SUBDIVISION OF LOT 96, U.S. SURVEY 3926." IT WAS NOT INTENDED TO REPRESENT THE ACTUAL BOUNDARY, BUT RATHER, IS AN APPROXIMATION ONLY, USED TO DETERMINE THE GENERAL SHAPE OF THE SHORELINE AND QUANTITY OF LAND EMBRACED ON THAT SURVEY.

SITKA RECORDING DISTRICT

DR. WALTER SOBOLEFF SUBDIVISION

LOT 10, ALICE AND CHARCOAL ISLAND SUBDIVISION (PLAT # 2001-20)

CLIENT: SHEE ATIKA INC.

BY	DATE	REV.	DESCRIPTION OF CHANGE

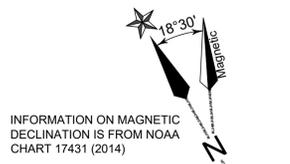
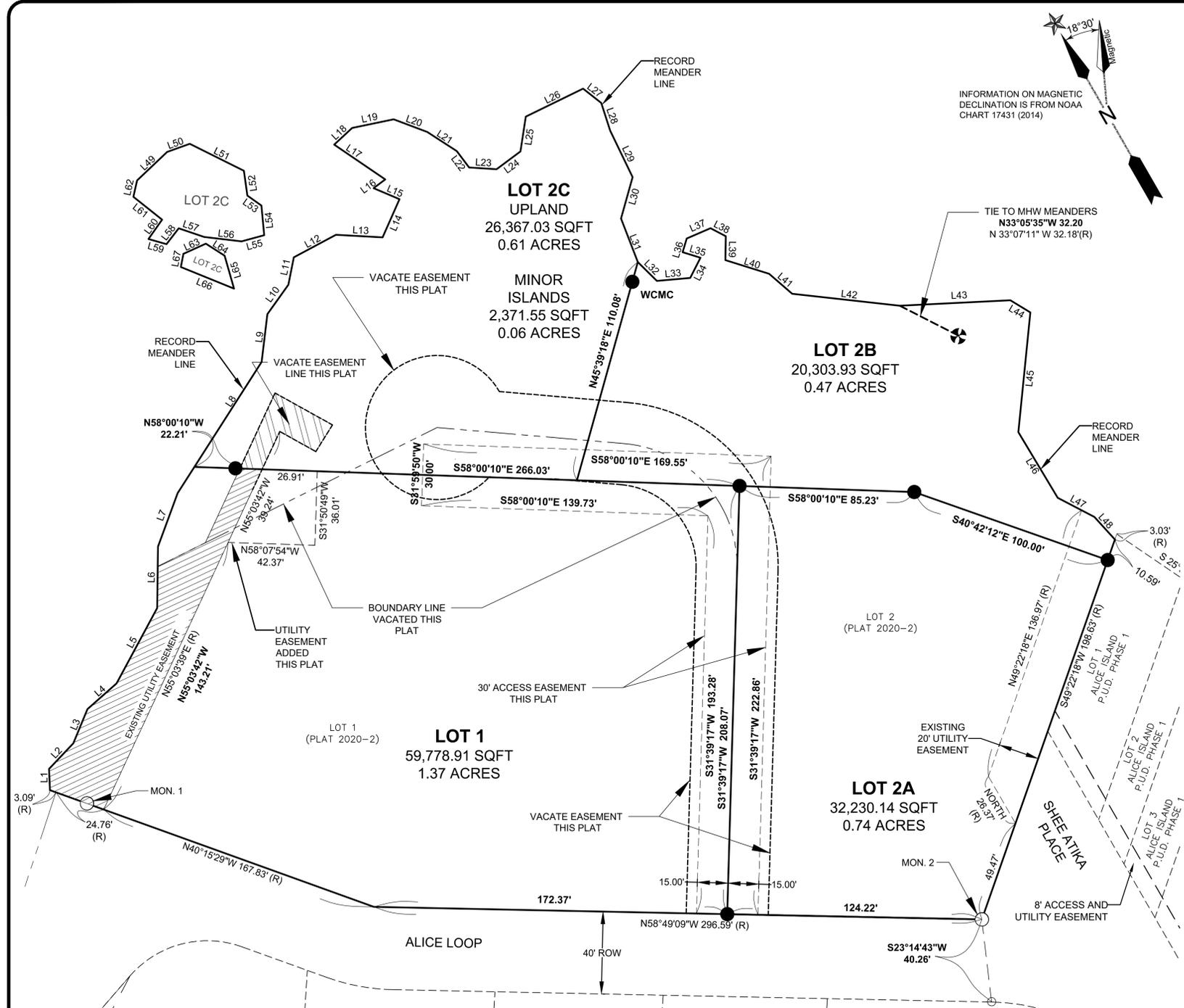
RECORD OF REVISIONS

DESIGNED: J. O'NEILL
 DRAWN: JCH/ACAD
 CHECKED: KD
 DATE OF PLAT: DEC. 13, 2019 # 125421
 SCALE: 1" = 50'
 DRAWING NAME: LOT10INDICIS
 PROJECT NO: 40034-01
 DATE: Dec 18, 2019
 SURVEYOR'S CERTIFICATE: I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN NOV. 2019, 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.

DR. WALTER SOBOLEFF SUBDIVISION

LOT 10, ALICE AND CHARCOAL ISLAND SUBDIVISION (PLAT # 2001-20)

CLIENT: SHEE ATIKA INC.



INFORMATION ON MAGNETIC DECLINATION IS FROM NOAA CHART 17431 (2014)

TIE TO MHW MEANDERS
N33°05'35"W 32.20
N 33°07'11"W 32.18(R)

LOT 1 AND 2 UPLAND RECORD MEANDER LINES DR. WALTER SOBOLLEFF SUBD.		
LINE	BEARING	DISTANCE
1	N27°20'00"E	10.33'
2	N73°37'00"E	17.17'
3	N52°33'30"E	18.00'
4	N78°40'30"E	18.92'
5	N58°27'30"E	41.60'
6	N30°42'00"E	29.88'
7	N50°16'00"E	27.71'
8	N62°45'00"E	75.71'
9	N36°50'30"E	23.39'
10	N65°47'30"E	17.57'
11	N41°15'30"E	13.56'
12	S88°05'00"E	23.27'
13	S56°53'30"E	22.82'
14	N53°54'30"E	20.26'
15	N37°00'00"W	13.74'
16	N83°19'30"E	7.14'
17	N25°54'53"W	30.10'
18	N77°11'23"E	11.95'
19	S71°43'01"E	20.68'
20	S39°26'23"E	17.51'
21	S27°04'25"E	17.13'
22	S07°09'21"E	9.96'
23	S56°20'09"E	13.42'
24	S83°16'56"E	14.52'
25	N38°46'21"E	17.07'
26	S85°55'51"E	31.08'
27	S21°51'46"E	11.24'
28	S11°55'36"W	14.14'
29	S04°12'30"W	25.11'
30	S45°45'00"W	20.88'
31	S08°42'00"W	22.68'
32	S15°22'00"E	13.02'
33	S64°56'00"E	16.35'
34	N57°00'00"E	11.02'
35	N42°53'00"W	9.11'
36	N46°29'00"E	6.95'
37	S83°13'00"E	12.66'
38	S32°27'00"E	8.36'
39	S30°57'00"W	11.63'
40	S42°48'00"E	22.37'
41	S19°10'00"E	14.88'
42	S53°43'00"E	52.72'
43	S62°46'00"E	54.04'
44	S28°54'00"E	11.37'
45	S35°46'00"W	58.45'
46	S01°05'00"E	37.25'
47	S32°32'30"E	20.14'
48	S12°21'00"E	14.84'

LEGEND:

- BLM MONUMENT RECOVERED 3" ALCAP ON 2" PIPE
- SEE NOTE 4
- SECONDARY MONUMENT RECOVERED ALUMINUM CAP ON 5/8 REBAR
- CENTERLINE
- UNSURVEYED
- SURVEYED
- BOUNDARY LINE BEING VACATED THIS PLAT
- EASEMENT LINE BEING VACATED THIS PLAT
- SITKA RECORDING DISTRICT
- RECORD PLAT (2020-2)

CERTIFICATE OF PAYMENT OF TAXES

STATE OF ALASKA)
FIRST JUDICIAL DISTRICT) SS.

I, UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND ACTING ASSESSOR FOR THE CITY AND BOROUGH OF SITKA, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS OF THE CITY AND BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS IN THE NAME OF: _____ (ALL OWNERS OF RECORD), AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY AND BOROUGH OF SITKA ARE PAID IN FULL: THAT CURRENT TAXES FOR THE YEAR _____ WILL BE DUE ON OR BEFORE _____

DATED THIS _____ DAY OF _____, AT SITKA, ALASKA

ASSESSOR
CITY AND BOROUGH OF SITKA

CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

I, UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND ACTING FINANCE DIRECTOR FOR THE CITY AND BOROUGH OF SITKA, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS OF THE CITY AND BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS IN THE NAME OF: _____ (ALL OWNERS OF RECORD), AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, L.I.D.'S ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY AND BOROUGH OF SITKA ARE PAID IN FULL:

DATED THIS _____ DAY OF _____, AT SITKA, ALASKA

FINANCE DIRECTOR
CITY AND BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

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

DATE _____ CHAIRMAN, PLANNING COMMISSION

ATTEST:

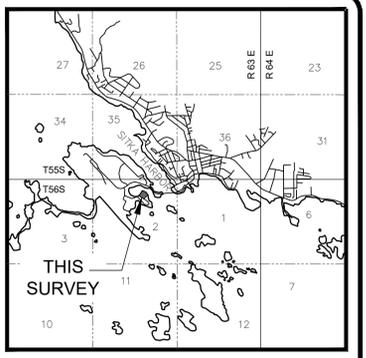
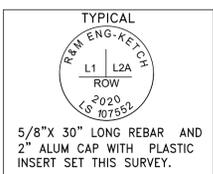
SECRETARY

SURVEYOR'S CERTIFICATE

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

REGISTRATION NO. 107552 DATE: _____

PRELIMINARY
REGISTERED LAND SURVEYOR



Vicinity Map

SOURCE: U.S.G.S. QUADRANGLE SITKA A-5 SE & A-4 SW, ALASKA 2017
1" = 1 MILE

CERTIFICATE OF OWNERSHIP AND DEDICATION

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

DATE _____ OWNERS/COMPANY NAME _____

NOTARY'S ACKNOWLEDGEMENT

SUBSCRIBED AND SWORN TO BEFORE ME THIS _____ DAY

OF _____, 2020 BY: _____

PERSONALLY APPEARING BEFORE ME

NOTARY PUBLIC FOR ALASKA

MY COMMISSION EXPIRES: _____

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 AND BOROUGH OF SITKA AND THAT THE SAID PLAT HAS BEEN APPROVED BY THE ASSEMBLY AS RECORDED IN MINUTE BOOK _____ PAGE _____, DATED _____, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER, SITKA, ALASKA.

DATE _____ MAYOR

ATTEST:

MUNICIPAL CLERK

SCALE 1"=30'

THIS DRAWING MAY BE REDUCED, VERIFY SCALE BEFORE USING



1 METER = 3.2808333 U.S. SURVEY FEET
1 U.S. ACRE = 0.4047 HECTARES

**CLIENT: SHEE ATIKA HOLDINGS
ALICE LOOP, LLC**

SITKA RECORDING DISTRICT

Revisions	
No.	Description

R&M ENGINEERING-KETCHIKAN, INC.
7180 REVILLA ROAD, SUITE 300
Ketchikan, AK 99901
COA #: C576
CRAIG OFFICE
P.O. BOX 1273
CRAIG, AK 99921

Phone: (907) 225-7917
Fax: (907) 225-3441
JOB#: 192737
Phone: (907) 826-2294
Fax: (907) 874-2187

PROJECT: HERMAN KITKA SR SUBDIVISION
A REPLAT OF LOTS 1 & 2
DR. WALTER SOBOLLEFF SUBDIVISION (PLAT #2020-2)
LOCATED WITHIN PROTRACTED SECTION 2
TOWNSHIP 56 SOUTH, RANGE 63 EAST,
COPPER RIVER MERIDIAN, ALASKA
SITKA RECORDING DISTRICT
CONTAINING 3.24 ACRES

NOTES:

- THE PURPOSE OF THIS PLAT IS TO CREATE THREE LOTS FOR FUTURE DEVELOPMENT
- RESTRICTIVE COVENANTS WERE RECORDED _____, 2020, AT THE RECORDING DISTRICT UNDER SERIAL NUMBER _____
- PRIVATE MAINTENANCE AGREEMENT FOR THE ACCESS, UTILITIES, AND DRAINAGE FOR THIS PLAT IS RECORDED _____, 2020, AT THE RECORDING DISTRICT UNDER SERIAL NUMBER _____
- SET 30" LONG 5/8 REBAR WITH 2" ALUMINUM CAP AT LOCATIONS AS INDICATED ON THE PLAT, STAMPED AS SHOWN IN THE TYPICAL.
- THE EXISTING ORIGINAL CORNERS WERE RECOVERED AND USED TO CONTROL THE LOCATION OF THE SUBDIVISION BOUNDARIES, AS SHOWN ON THE PLAT.
- THE ERROR OF CLOSURE OF THIS SURVEY DOES NOT EXCEED 1:5000.
- THIS PLAT IS SUBJECT TO THE FOLLOWING:
EASEMENTS AND NOTES AS SHOWN ON PLAT NO. 2001-20 AND PLAT NO. 2020-2.
EASEMENT VACATION AND RELOCATION AGREEMENT, AND THE TERMS AND CONDITIONS THEREOF: RECORDED APRIL 22, 2002 AT DOCUMENT NO. 2002-000760-0.
ACCESS AND UTILITY EASEMENT MAINTENANCE AGREEMENT, AND THE TERMS AND CONDITIONS THEREOF: RECORDED JANUARY 2, 2020 AT DOCUMENT NO. 2020-000005-0.
UTILITY EASEMENT MAINTENANCE AGREEMENT AND THE TERMS AND CONDITIONS THEREOF: RECORDED JANUARY 2, 2020 AT DOCUMENT NO. 2020-000006-0.
- ALL BEARINGS ARE TRUE BEARINGS AS ORIENTATED TO THE BASIS OF BEARINGS, OBSERVED THIS SURVEY, AND THE DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.
- BASIS OF BEARINGS ARE BASED UPON RECORD GRID BEARINGS OF PLAT 2020-2 USING MON.1 AND MON.2 OF THIS SURVEY.







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.

Shee Atika Holdings Alice Island, LLC

6-2-2020

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

McConnell, COO

6-2-2020

601 Alice Loop

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:** The site is currently flat and ready for utilities and development.
The site is partially located within a flood plain and we are aware of the development requirements
as well as the necessity for elevation certificates. We are proposing three parcels for three distinct
phases of construction. Each parcel will be used for future multi-family development.
- **EXISTING UTILITIES AND UTILITY ROUTES:** There are utilities currently water, sewer and power located within Alice
Loop that can be extended to the site. There is limited adjacent storm sewer serving the site. Access is from Alice Loop.
- **PROPOSED UTILITIES AND UTILITY ROUTES:** New 8" sewer main, 6" water main, and power will be extended to
the site. Storm water will be collected and discharged to marine waters.
- **ACCESS, ROADS, TRANSPORTATION, AND MOBILITY:** The site is currently service by 24' wide paved street from Alice Loop
and 5' wide sidewalks from Alice Loop. New access will also be 24' wide paved surface with sidewalks.
- **IMPACT OF PROPOSAL ON ANY EXISTING EASEMENTS:** No impact.
- **PUBLIC HEALTH, SAFETY, AND WELFARE:** Proposed site has very good access for fire prevention and emergency
responses. It also is very conducive to other forms of public access for visitors.
- **ACCESS TO LIGHT AND AIR:** Very good access to light and air.

McConnell

6/3/20

Alice Loop (near 601)

Last Name

Date Submitted

Project Address

• ORDERLY AND EFFICIENT LAYOUT AND DEVELOPMENT: See attached site plan

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

There are no existing structures on the site.

• EXISTENCE OF ANY ENCROACHMENTS: There are no encroachments and the planned improvements
will meet all zoning setbacks or height requirements.

• AVAILABILITY OF REQUIRED PARKING: _____

• SUMMARY OF PROPOSED EASEMENT AGREEMENTS OR COVENANTS: See attached for proposed access easements.

ANY ADDITIONAL COMMENTS _____

Shee Atika Holdings Alice Island, LLC

Applicant

6/2/2020

Date



McConnell

Last Name

6/3/2020

Date Submitted

Alice Loop (near 601)

Project Address



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

MEMORANDUM

To: Chair Spivey and Planning Commission Members
From: Amy Ainslie, Planning and Community Development Director
Subject: Lease of Municipal Land for Cell Tower – Harbor Mountain Bypass
Date: June 26, 2020

Request: New Horizons LLC (on behalf of Verizon Wireless) is requesting to lease a portion of Tract C ASLS 79-4 encompassing approximately 2,500 – 10,000 square feet on Harbor Mountain Bypass road near the municipal water tower. This tract remains unsubdivided and has vehicular access from the Harbor Mountain Bypass road.

The intended use of the lease area is for construction, placement, and operation of a cell tower.

This tract of land is zoned as R-1 single family and duplex residential district. However, R-1 is often used as a holding or placeholder zone for unplanned and/or undeveloped municipal lands. Per SGC 22.20.055, communications towers and antennas can be built as permitted accessory uses in the R-1 and related zones.

The necessary utility infrastructure is available in the area, primarily just electric service. The lessee intends to construct utilities and road access to the lease site.

Background: SGC 18.12.010(E), Real Property Disposal states “*Sale or lease of municipal real property, including tidelands, shall be by competitive bid, unless the assembly finds that competitive bidding is inappropriate, due to the size, shape, or location of the parcel, rendering it of true usefulness to only one party, or is waived by subsection C of this section. The assembly may also find that competitive bidding is inappropriate due to the nature of the property or the circumstances surrounding its disposal to include possible unjust results with regard to the existing lessee, or adjacent or neighboring property owners.*” Staff finds no particular characteristics of the lot that would render competitive sale of this property inappropriate. Therefore, Staff will be asking the Commission and the Assembly for a recommendation to put the lease area out to RFP (Request for Proposal). An RFP would likely be structured to put out the lease parcel specifically for the use of cell tower/communication infrastructure.

The applicants in this case have preliminary plans for a tower that would be a total of 95 feet in height. The maximum height for structures in the R-1 zoning district is 35 feet. In order to accommodate the construction of a cell tower, if a recommendation and approval is made by the Planning Commission and the Assembly (respectively) for the lease and subsequent RFP, the Planning Department will apply for a variance for the lease parcel from the Commission, and then include that variance as a known factor in the RFP. The applicants have offered to create screening/buffering for the tower including designing the access as a “dogleg” to preserve

vegetation in front of the site, as well as other means of concealing/blending the tower itself into the surroundings. Strategies for reducing visual impact could be a required and requested in the RFP.

Valuation: TBD by Assembly pursuant to SGC 18.12.015.C.3 (with assistance from Assessor or Third party Appraisal).

Process: The lease or sale of municipal land must follow Sitka General Code 18.12. Staff envisions the following process:

- 1) Initial Planning Commission recommendation of approval to City Assembly with any specific conditions;
- 2) City Assembly approval of lease subject to conditions of approval such as lease area use and restrictions, and value;
- 3) Minimum price established through the valuation process;
- 4) Commission surveying of the lease area;
- 5) PCDD Staff applies for height variance for the lease area;
- 6) Development and publishing of the RFP;
- 7) Selection of proposal
- 8) Finalization and execution of lease agreement approval by City Assembly

POSSIBLE MOTION

“I move to recommend approval for a lease of municipal property of no less than 2,500 square feet and no greater than 10,000 square feet within Tract C, ASLS 79-4 located on Harbor Mountain Bypass road for the purpose of a cell tower site.”





June 16, 2020

City and Borough of Sitka
Planning and Community Development
100 Lincoln Street
Sitka, AK 99835

RE: Lease of Municipal Property – Tower Construction

Verizon Wireless is bringing wireless service to the Sitka Community. Multiple cellular sites are planned to be constructed. This build will be comprised of both collocations on existing structures as well as new construction.

Verizon Wireless has entered into a “Built to Suit” agreement with Vertical Bridge Development, LLC (“Vertical Bridge”) to build several new towers in the Sitka area. Vertical Bridge is a full service communication infrastructure provider. This letter request is related to a potential new tower in the Granite Creek vicinity. The proposed facility is located on a large parcel of land owned by the City and Borough of Sitka. The attached National Wetlands Inventory graphic has a red cloud identifying the general area for the proposed site build.

New Horizons Telecom, Inc. is a design/build company based in Palmer Alaska specializing in telecommunication infrastructure. Both Verizon Wireless and Vertical Bridge have engaged New Horizons to provide services for this site build.

Vertical Bride is proposing construction of an 85-foot monopole with a 10-foot lightning rod. Final structure height will be 95-feet. Verizon plans to locate their antennas at the 70 foot height. There will be remaining space on the tower to accommodate other wireless carriers antennas in the future.

The minimum lease area required for this site build is 50 ft x 50 ft. We also assume construction of a short access road to the lease area. The lease application for the tower build will be by Vertical Bridge.

New Horizons Telecom, Inc.
901 Cope Industrial Way
Palmer, Alaska 99645
www.nhtiusa.com

907.761.6000 (phone)
907.761.6001 (fax)

Construction of this facility will fill a documented significant gap in cellular communications and wireless broadband coverage to the surrounding area by Verizon. The attached narrative describes the proposed tower project and responds to elements of Sitka General Code.

Should the Planning Commission have any questions regarding this project, please contact us at the information below.

Respectfully,

Sherrie Greenshields
New Horizons Telecom, Inc.
sgreenshields@nhti.usa.com
907.761.6057

Steve Hedges
Vertical Bridge, Tower Development
shedges@verticalbridge.com
773.988.1715

Attachments:

Lease application
NWI mapping with site location

Lease Application

No Name Mountain – Granite Creek
Parcel 24940000

Sherrie Greenshields
New Horizons Telecom, Inc.
sgreenshields@nhtusa.com
907-761-6057

1.0 Introduction

More than 50% of American homes no longer use traditional landline telephone service and instead choose to be wireless only. The demand for data on provider networks also continues to grow exponentially. In light of this growing reliance on wireless communications and increased data demand, additional infrastructure has become essential to providing reliable service. The demand for access to wireless communications continues to grow exponentially across both Alaska and the continental United States.

The proposed construction will fill an existing significant gap in cellular and wireless broadband service coverage for Verizon Wireless. The proposed tower location is the least intrusive, reasonably available and technically feasible location for the proposed tower construction.

The below sections present a description of radio frequency science, applicable federal law governing telecommunications, and the decision logic used to justify the site location for the proposed tower build.

1.1 Radio Frequency Description and Evolution

Wireless networks are a complex mesh of radio frequencies that have an exclusive license to operate by the Federal Communication Commission (FCC). This mesh of licensed frequencies allows cellular communications to be delivered at a wide variety of scales. The scale that can be covered by the frequencies is directly proportional to the type of spectrum being used and distance between each set of antennas delivering the signals.

Radio Frequency (RF) is a frequency or band of frequencies in the range 10^4 to 10^{11} or 10^{12} Hz at which radio waves are transmitted, and they're suitable for use in telecommunications. Hertz (Hz) is the unit of RF and it refers to the number of cycles per second. Wavelength is the distance between successive crest of a wave, peaks of the electromagnetic waves. The relationship between RF and Wavelength is as follows: $\text{Wavelength} = C/\text{Frequency}$ where C is the speed of light (3×10^8 m/s). Radio Frequencies are allocated and regulated by the FCC and are a part of the electromagnetic spectrum.

The FCC has established safety guidelines for Human Exposure to Radiofrequency Electromagnetic Fields that broadcaster/wireless carriers must adhere to.

A cellular network is a radio network distributed over land through cells where each cell includes a fixed location transceiver known as base station. Multiple cells together provide radio coverage over larger geographical areas.

Mobile communication operators use radio spectrum to provide mobile calling and data services. In order to keep up with a demand that is exponentially growing, the technology continues to evolve. Factors that affect wireless network performance include the following;

- Physical Obstructions – Wireless signals have difficulty penetrating solid objects such as hills, buildings, foliage, etc. The more obstructions there are between the transmitter and receiver the higher the chances of a poor signal level.
- Network Range and Distance between Devices – The way wireless signal propagates and with obstructions on the way, the further apart the devices are, the weaker the signal becomes. The signal strength

decreases, roughly in an inverse cubic relation with respect to the distance between two devices (4Gon Solutions). For example, if the distance between two devices doubles, the signal becomes at least eight times weaker.

- Network Usage and Load – If the number of active users in the network increases due to a special event or something of that nature, the resources required to support them may not be available. This results in reducing network performance by decreased data speeds or reduced accessibility.

1.2 Telecommunications Act of 1996

The Telecommunications Act of 1996 was enacted to encourage the rapid deployment of new telecommunications technologies, while also preserving state and local control over zoning matters. *T-Mobile Northeast LLC v. City of Lawrence*, 755 F.Supp.2d 286, 290 (D. Mass. 2010) (internal citations omitted). The Act generally preserves state and local authority over the placement and construction of telecommunication tower facilities. The Act places several limitations on local control. Specifically, the Act dictates that:

- (1) A local government cannot unreasonably discriminate among providers of functionally equivalent services; and
- (2) A local government cannot prohibit or effectively prohibit the provision of personal wireless services; and
- (3) A local government cannot deny or limit an application for the construction of a wireless tower on the basis of the health or environmental effects of radio frequency emissions, as long as the proposed tower complies with FCC requirements for emissions; and
- (4) Any local government decision to deny a request to construct personal wireless facilities must be in writing and supported by substantial evidence.

2.0 Existing Significant Gap in Verizon Wireless Coverage

The area of Sitka in the vicinity of the proposed tower build is currently underserved by Verizon Wireless for both voice and data coverage, which results in a significant gap in coverage for the Verizon Wireless system.

2.1 Site Selection Process

To fill the significant gaps in Verizon Wireless service, Verizon engineers used computer modeling to determine an idealized design point for tower construction and a surrounding search radius containing properties which, dependent upon topography and other surface interference, could serve as a build location. A potential tower location within the search ring would be ideal to fill the existing significant gap in Verizon Wireless coverage.

Verizon Wireless preference is to collocate on existing towers wherever possible. There were no existing towers or buildings for collocation in the general vicinity.

2.2 Tower and Site Design

Through choices in site design and tower height the proposed construction is designed to fill the significant gap in Verizon Wireless coverage in the least intrusive manner possible. The proposed site is located on a parcel of land which is undeveloped. The surrounding area is a large undeveloped lot. The general area depicted in the attached

graphic was selected due to its proximity to existing power. Another factor was that this area is not in wetlands (refer to attached graphic).

A detailed site plan for the tower construction will be developed. The drawings will be certified by a licensed professional engineer demonstrating soundness and conformity with all applicable codes, as well as State and federal law. The tower complex will be surrounded by a six-foot chain link fence. The tower site will be accessed using a new driveway.

The tower structure is a monopole. Site placement will allow existing trees to screen the site.

2.3 Site Dimensions and Tower Height

The minimum site area required for this tower build is 50 ft x 50 ft. An access road to the site will also need to be developed. The tower is designed to be at the height necessary to assure that the significant gap in Verizon Wireless service coverage can be filled along with allowing collocation for future carriers.

This tower will be constructed to an engineering standard that allows multiple carriers to locate equipment on the structure. The proposed tower is designed and engineered to accommodate future additional sets of antennas, of equal or lesser specification to Verizon Wireless proposed equipment.

2.4 Tower Illumination

Vertical Bridge prefers not to illuminate towers. Illumination is typically only installed when instructed by the FAA for the health and safety of aviators or when otherwise required by federal and state agencies.

The FAA determination for this location has not been filed. A licensed surveyor will need to provide documentation giving both vertical and horizontal placement for the proposed tower before this can be determined.

3.0 Application Criteria City & Borough of Sitka, Alaska

The Vertical Build proposed tower requires Real Property Disposal, 18.12. The proposed structure also exceeds height restrictions. A height variance to allow a 95 ft structure (85 ft tower with 10 foot lightning rod) will need to be processed for the proposed lease to be of use by Vertical Bridge for a tower build.

4.0 Conclusion

Verizon Wireless network includes a significant gap in coverage in the proposed site vicinity. After a search of available sites which could meet the technical requirements necessary to fill the coverage gaps, Verizon has identified a location within No Name Mountain – Granite Creek, Parcel 24940000, Alaska. This location will allow for construction meeting network requirements. As described in this application, this tower location is the least intrusive and most appropriate option to meet the significant gap in Verizon Wireless coverage, which can only be met through placement of a new tower. Finally, the proposed tower will affirmatively protect the public health, safety, and welfare by providing cellular and wireless broadband services to a currently underserved area,

impacting both area households and residents and transient customers seeking to access this technology from roadways and public spaces in the area. Verizon Wireless and Vertical Bridge respectfully requests that the City and Borough Planning Commission grant both the height variance and land disposal required for this site build.



June 15, 2020

Wetlands

- | | | |
|--|---|--|
|  Estuarine and Marine Deepwater |  Freshwater Emergent Wetland |  Lake |
|  Estuarine and Marine Wetland |  Freshwater Forested/Shrub Wetland |  Other |
| |  Freshwater Pond |  Riverine |

This map is for general reference only. The US Fish and Wildlife Service is not responsible for the accuracy or currentness of the base data shown on this map. All wetlands related data should be used in accordance with the layer metadata found on the Wetlands Mapper web site.

City Seal Project

Feedback from CBS Boards and Commissions

Board/Commission: _____

Date Reviewed: _____

Signature of Chair: _____

Instructions: Please indicate the top 3 choices of the board/commission and fill out the table below. Edits, changes, additions, etc. can be noted on the box to the right. There is also space on the back page of this sheet for longer-form feedback. Notes/comments can include overarching themes, words, or symbols that the body felt should be on any final seal, how elements of two or more submissions could be combined, elaborating on your rankings and how you arrived at your decision, etc.

Ranking	Submission Number	Edits/Additions?
1 st Choice		
2 nd Choice		
3 rd Choice		

Entry qualifications listed in contest announcement:

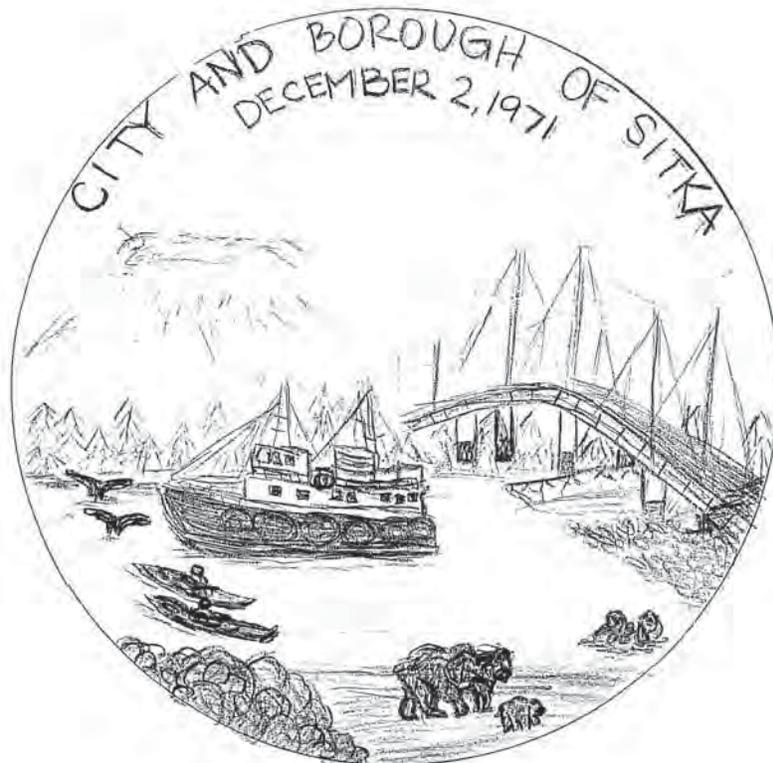
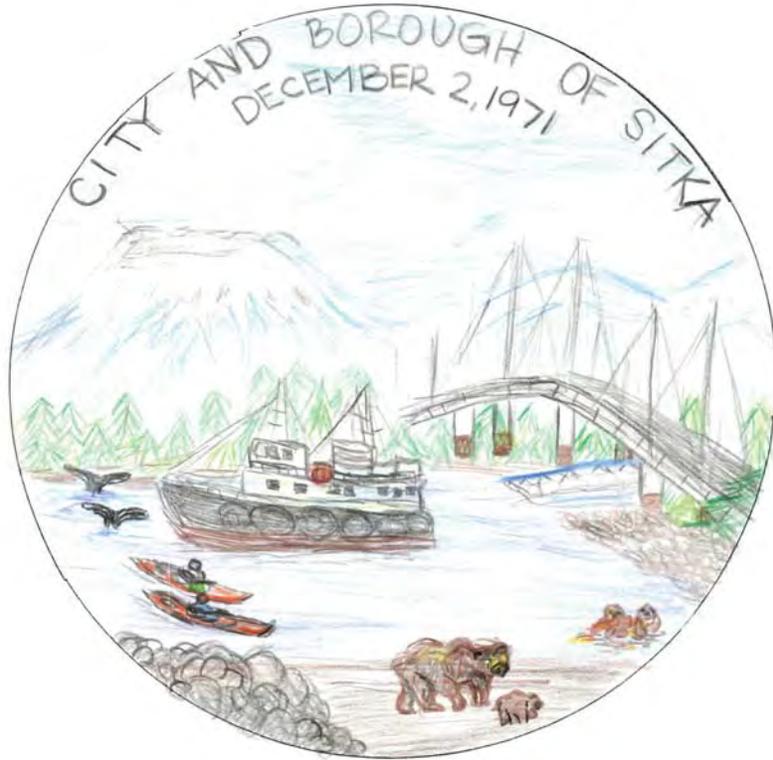
- Designs should reflect the rich history, society, culture, geography, flora, fauna, economy, or other important characteristics of the area and people within CBS
- Must include “City and Borough of Sitka” and incorporation date (December 2, 1971)
- Must be original work, no copyrighted characters, images, clip art
- Must provide both black & white and a color rendering

Helpful criteria to consider:

- If an entry has official appearance
- If an entry is of high quality
- If the entry is representative of Sitka
- Clarity – if the design easy to see, read, reproduce digitally, and could emboss

When complete, please return to Amy Ainslie, Planning Department
amy.ainslie@cityofsitka.org
907-747-1815

100 Lincoln Street
Sitka, AK 99835



Entry #4



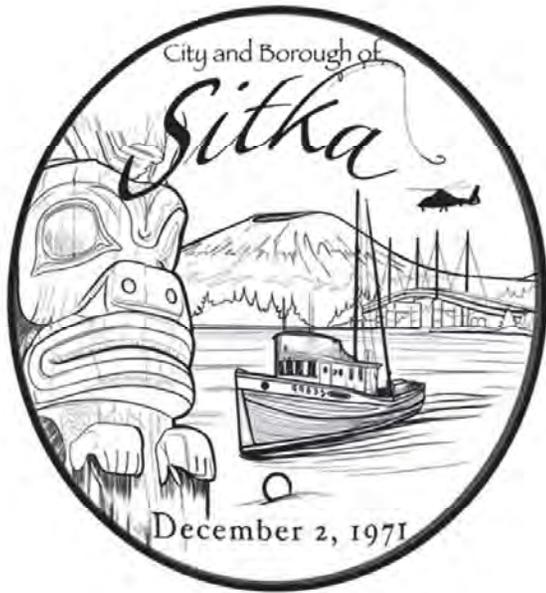
COLORED (COPY)

Entry #4

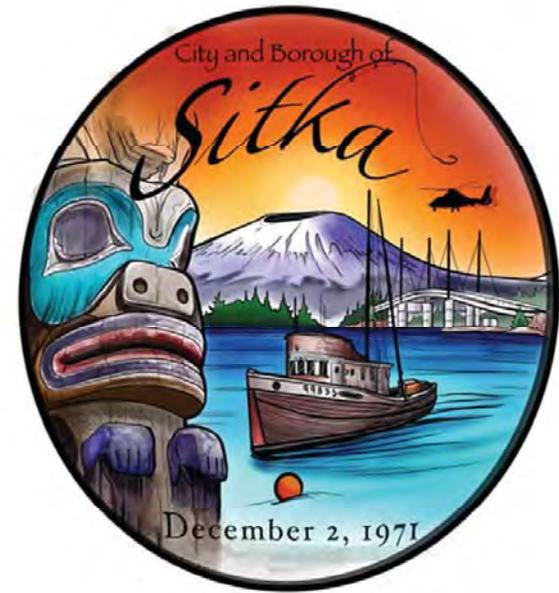


BLK/WHT (ORIGINAL)

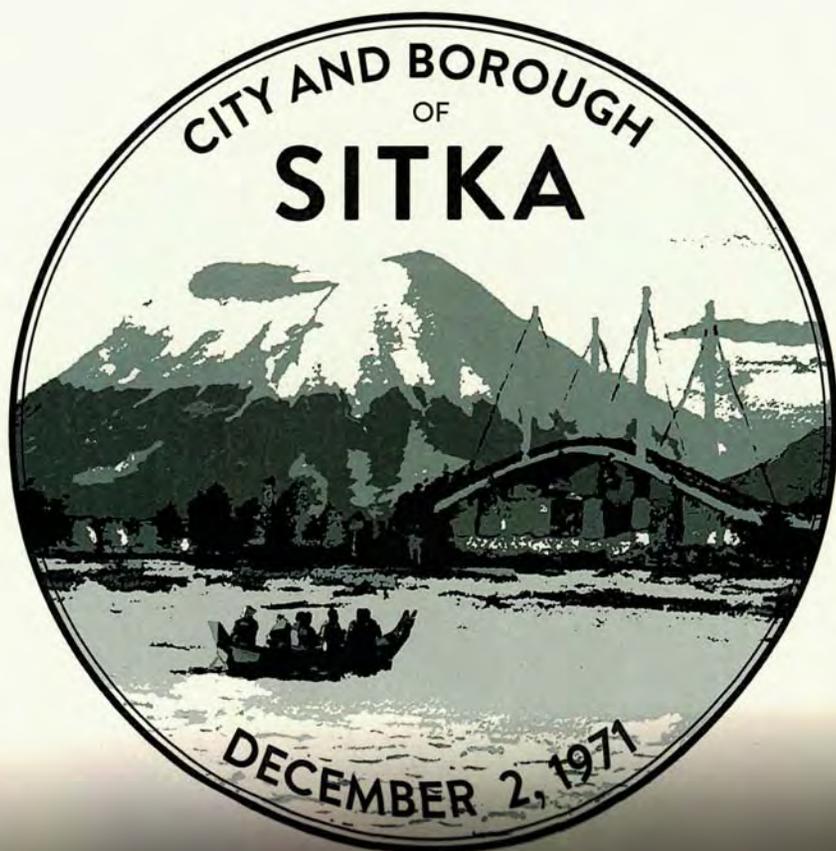
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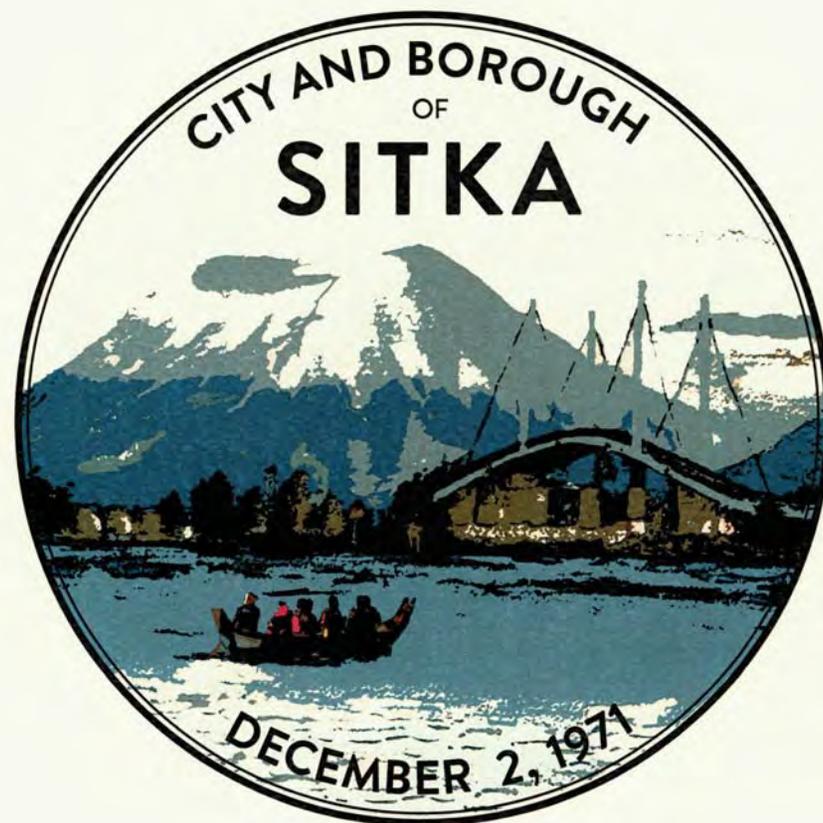
Entry #5



Entry #6



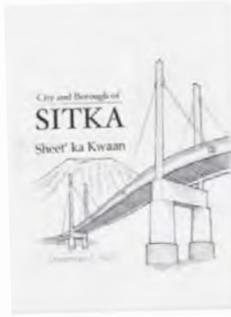
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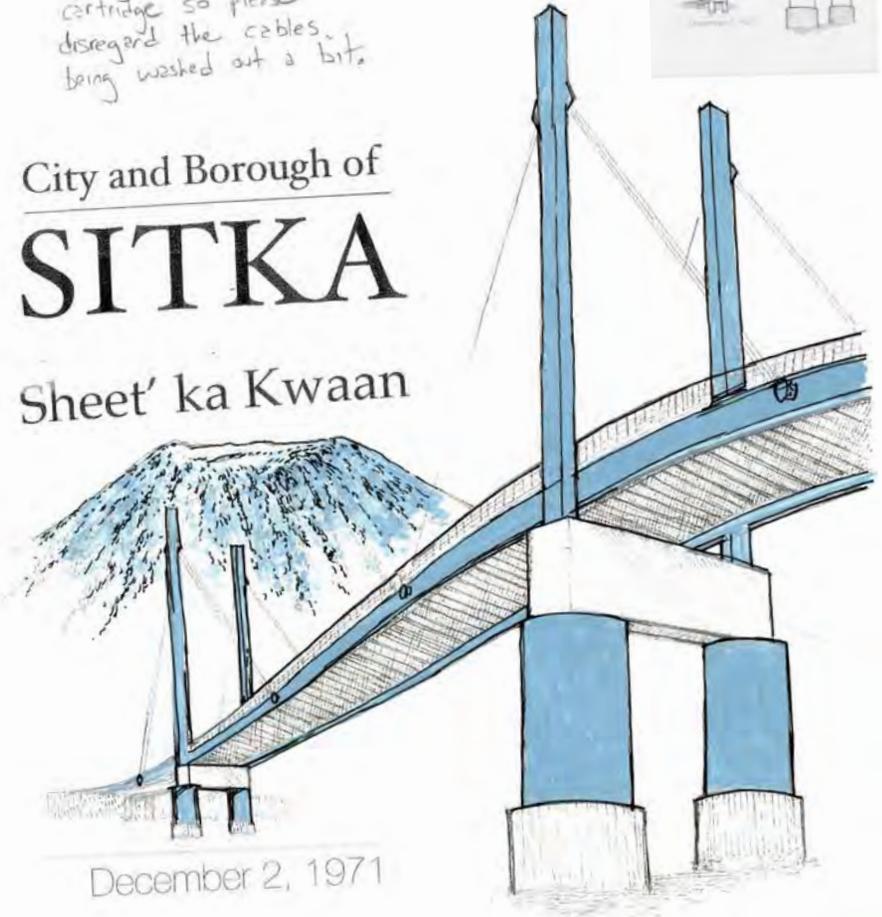
Entry #7

FYI:

The copy machine was
nearing the end of its
cartridge so please
disregard the cables,
being washed out a bit.



City and Borough of
SITKA
Sheet' ka Kwaan



December 2, 1971

Entry #7

4-4



Entry #10



Entry #10



Entry #12



Entry #12

