



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

Date: October 10, 2016

To: Planning Commission

From: PCDD Staff

Re: CU 16-29 Conditional Use Permit for Short-Term Rental at 1933 Dodge Circle

GENERAL INFORMATION

Applicant: David and Janelle Lass

Property Owner: same

Property Address: 1933 Dodge Circle

Legal Description: Lot 1 Ocean Heights

Parcel ID Number: 2-4786-001

Size of Existing Lot: 9092 square feet

Zoning: R-1

Existing Land Use: Residential

Utilities: Full city services

Access: Halibut Point Road, Dodge Circle, Private Easement

Surrounding Land Use: Residential

MEETING FLOW

- Report from Staff
- Applicant comes forward
- Applicant identifies him/herself – provides comments
- Commissioners ask applicant questions
- Staff asks applicant any questions
- Floor opened up for Public Comment
- Applicant has opportunity to clarify or provide additional information
- Comment period closed - brought back to the board
- Findings
- Motion of Recommendation

ATTACHMENTS

Attachment A: Vicinity Map

Attachment B: Aerial Vicinity Map

Attachment C: Zoning Map

Attachment D: Flood Zone Map

Attachment E: Subdivision Plat

Attachment F: Site Plan

Attachment G: Parcel Pictures

Attachment H: Application

Attachment I: Mailing List

Providing for today...preparing for tomorrow

BACKGROUND/PROJECT DESCRIPTION

The request is for a conditional use permit for a short-term rental at 1933 Dodge Circle in the R-1 single family and duplex residential zone. Mr. and Mrs. Lass wish to rent their 4 bedroom, 2 bathroom home during the summer while they are not living in Sitka. The applicants state that the summer short-term rental will help to supplement their income while they are out of town. The applicants state that they intend to hire a property manager in their absence.

22.16.040 R-1 single family and duplex residential district.¹

The R-1 zoning district may allow short-term rentals as a conditional use subject to the ability to mitigate any adverse effects to nonexistent or minimal and reasonable for the zone and in harmony with surrounding land uses.²

ANALYSIS

1. CRITERIA TO BE USED IN DETERMINING THE IMPACT OF CONDITIONAL USES.³

a. Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses: It can be expected that a single-unit short-term rental would result in the same or less vehicular traffic and parking than a long-term residence. The home is located off of an easement. The owners should provide clear directions and a parking overview to ensure that renters find the home with minimal issues.

b. Amount of noise to be generated and its impacts on surrounding land use: Renters can be known to create more noise due to being on vacation than typical families might. However, space and buffers as well as rental overview and ability to address concerns adequately mitigate this.

c. Odors to be generated by the use and their impacts: No additional odors.

d. Hours of operation: Applicants state the intent to rent the unit during the summer months when they are out of town.

¹ *This district is intended primarily for single-family or duplex residential dwellings at moderate densities, but structures and uses required to serve recreational and other public needs of residential areas are allowed as conditional uses subject to restrictions intended to preserve the residential character of the R-1 district.*

² Table 22.16.015-1 and Section 22.24.010(B)

³ § 22.24.010.E

e. Location along a major or collector street: Halibut Point Road, Dodge Circle, and private easement.

f. Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario: No concerns.

g. Effects on vehicular and pedestrian safety: None identified that would be different than existing use or significant in impact.

h. Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: The property is near to Halibut Point Road, which provides easy emergency access.

i. Logic of the internal traffic layout: Parking is sufficient for a single dwelling unit.

j. Effects of signage on nearby uses: No proposed signage.

k. Presence of existing or proposed buffers on the site or immediately adjacent the site: The property has abundant foliage and elevation to provide privacy.

l. Relationship if the proposed conditional use is in a specific location to the goals, policies, and objectives of the comprehensive plan: Conforms to Comprehensive Plan Section 2.6.2, which states, "To encourage commercial and industrial developments of a quality that does not adversely impact any adjacent recreational and residential areas;" and Section 2.6.2(K), which supports facilities to accommodate visitors that do not impact surrounding residential neighborhoods any more than typical residential uses. In addition, the Comprehensive Plan identifies the goal of providing various housing opportunities and housing options for seasonal, temporary, emergency, and transitional needs.⁴ This application conforms to the above sections by creating short-term transient housing.

m. Other criteria that surface through public comments or planning commission review: Short-term rentals may increase long-term rental rates for the overall community.⁵

FINDINGS

C. Required Findings for Conditional Use Permits. The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:⁶

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

⁴ Comprehensive Plan 2.5.11, 2.10.3, and 2.10.4.

⁵ Planning: The Magazine of the American Planning Association, February 2016, p. 31

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

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

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

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

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

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

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

RECOMMENDATION

It is recommended that the Planning Commission adopt the staff analysis and required findings as found in the staff report and grant the requested conditional use permit subject to attached conditions of approval.

.....

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

- 1) I move to adopt and approve the required findings for conditional use permits as discussed in the staff report.
- 2) I move to approve the conditional use permit application for a short-term rental at 1933 Dodge Circle, in the R-1 single family and duplex residential district. The property is also known as Lot 1 Ocean Heights Subdivision. The request is filed by David and Janelle Lass. The owners of record are David and Janelle Lass.

Conditions of Approval:

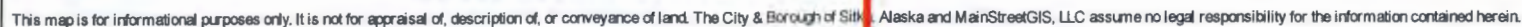
1. Contingent upon a completed satisfactory life safety inspection.
2. The facility shall be operated consistent with the application and plans that were submitted with the request.
3. The facility shall be operated in accordance with the narrative that was submitted with the application.
4. The applicant shall submit an annual report every year, covering the information on the form prepared by the Municipality, summarizing the number of nights the facility has been rented over the twelve month period starting with the date the facility has begun operation. The report is due within thirty days following the end of the reporting period.
5. The Planning Commission, at its discretion, may schedule a public hearing at any time for the purpose of resolving issues with the request and mitigating adverse impacts on nearby properties.

6. Failure to comply with all applicable tax laws, including but not limited to remittance of all sales and bed tax, shall be grounds for revocation of the conditional use permit.
7. Failure to comply with any of the above conditions may result in revocation of the conditional use permit.
8. The property owner shall register for a sales account prior to the Conditional Use Permit becoming valid.
9. Owners shall provide renters with a brief rental overview including respecting the residential neighborhood and regarding directions and traffic circulation patterns to mitigate any potential traffic impacts.



Lass

Conditional Use Permit Request
1933 Dodge Circle



Conditional Use Permit Request

1933 Dodge Circle



City & Borough of Sitka, Alaska

Selected Parcel: 1933 DODGE ID: 24786001

Printed on 9/26/2016 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>

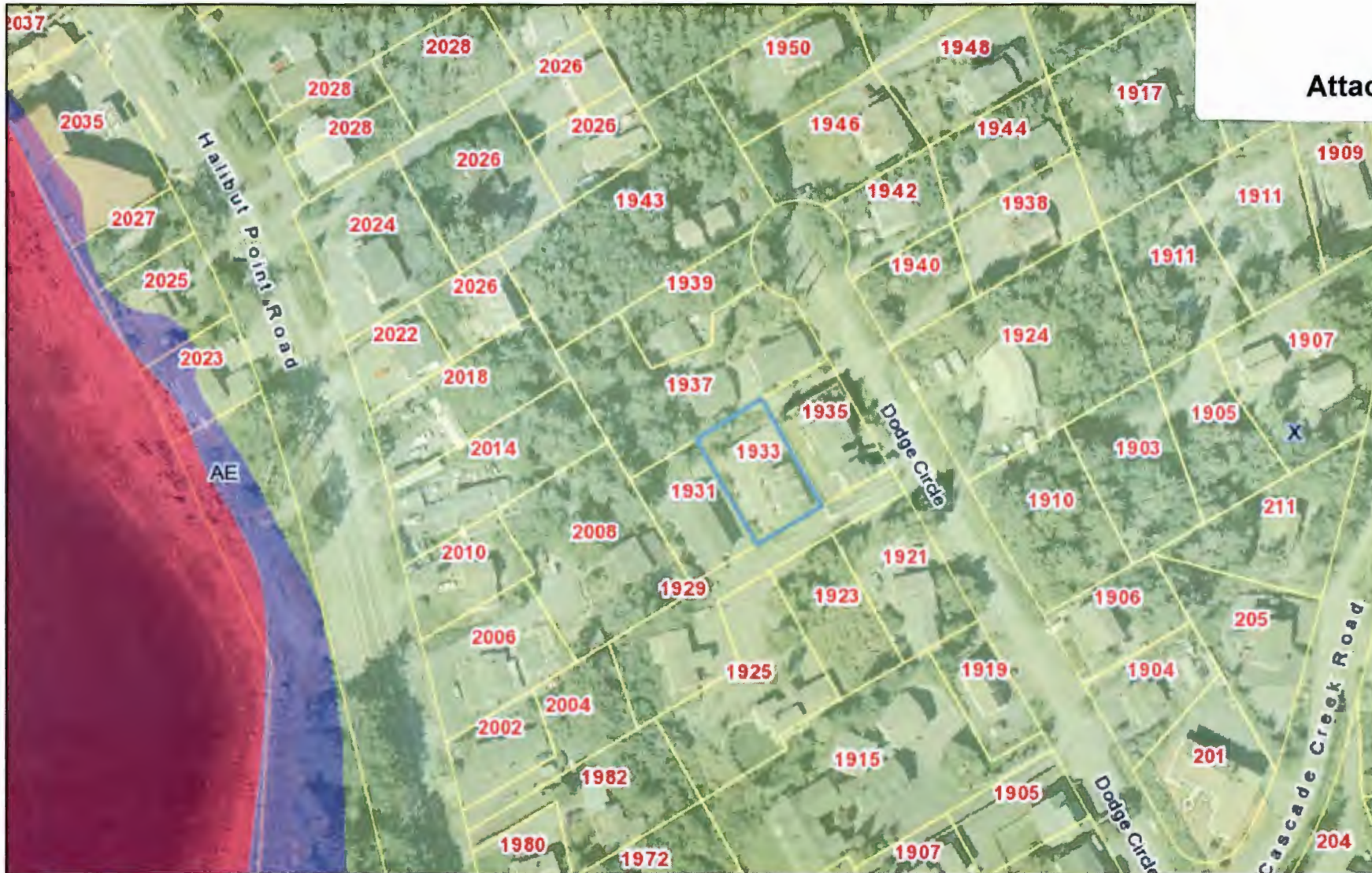
50 m
100 ft



MainStreetGIS
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Lass
Conditional Use Permit Request
1933 Dodge Circle



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100 ft



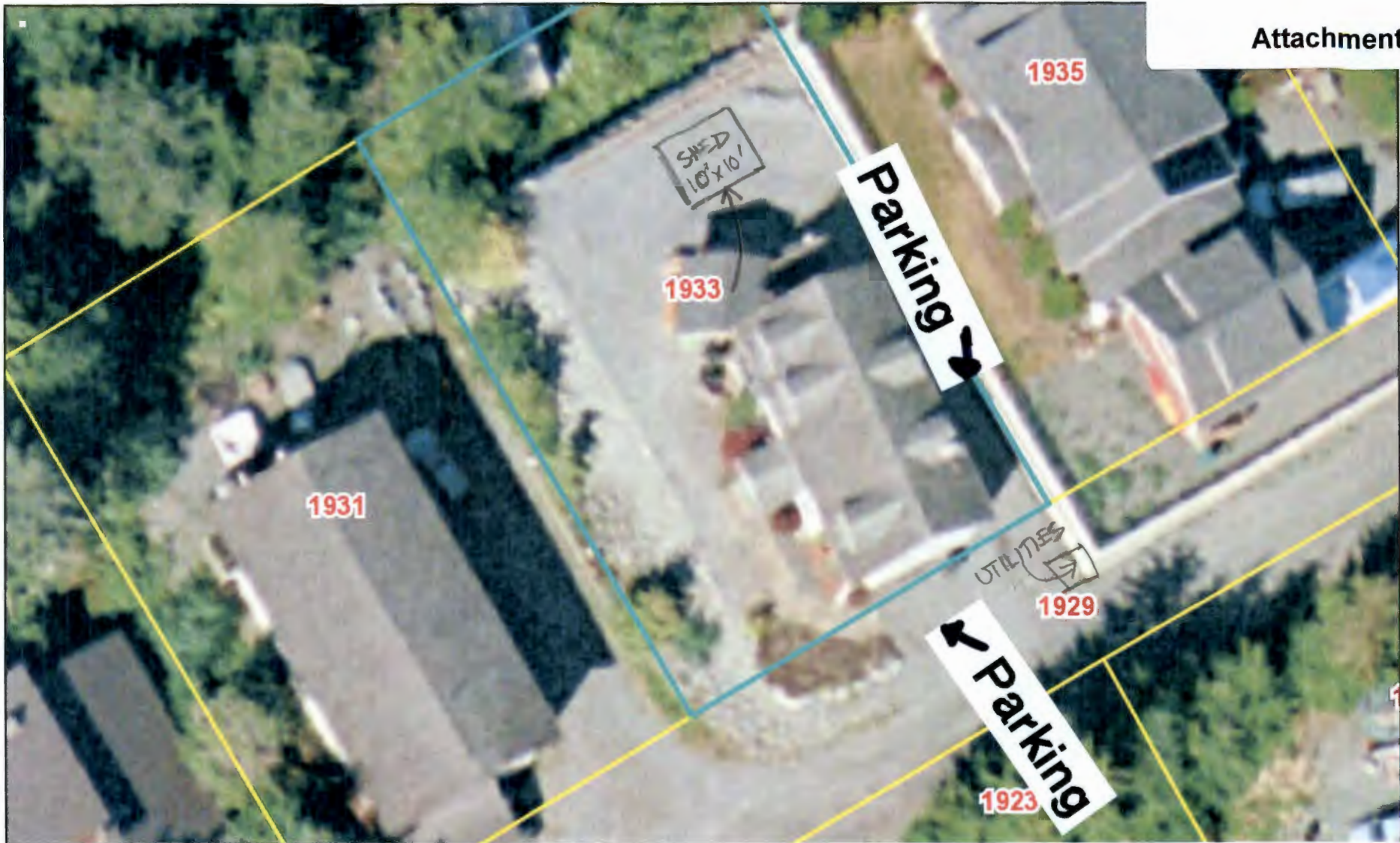
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Lass
Conditional Use Permit Request
1933 Dodge Circle

Site Plan and Parking plan

Attachment F



City & Borough of Sitka, Alaska

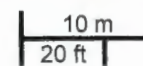
Selected Parcel: 1933 DODGE ID: 24786001

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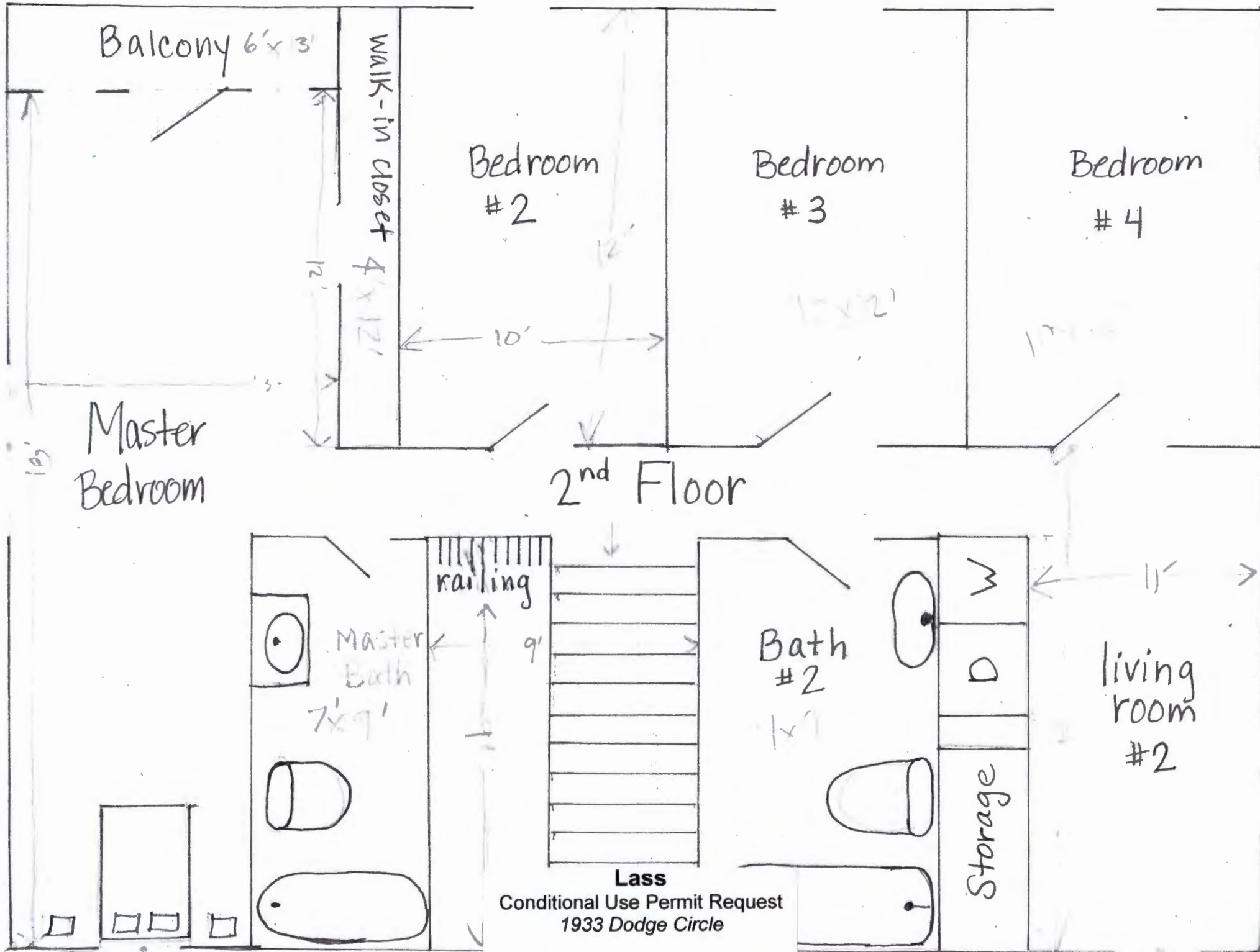
Lass

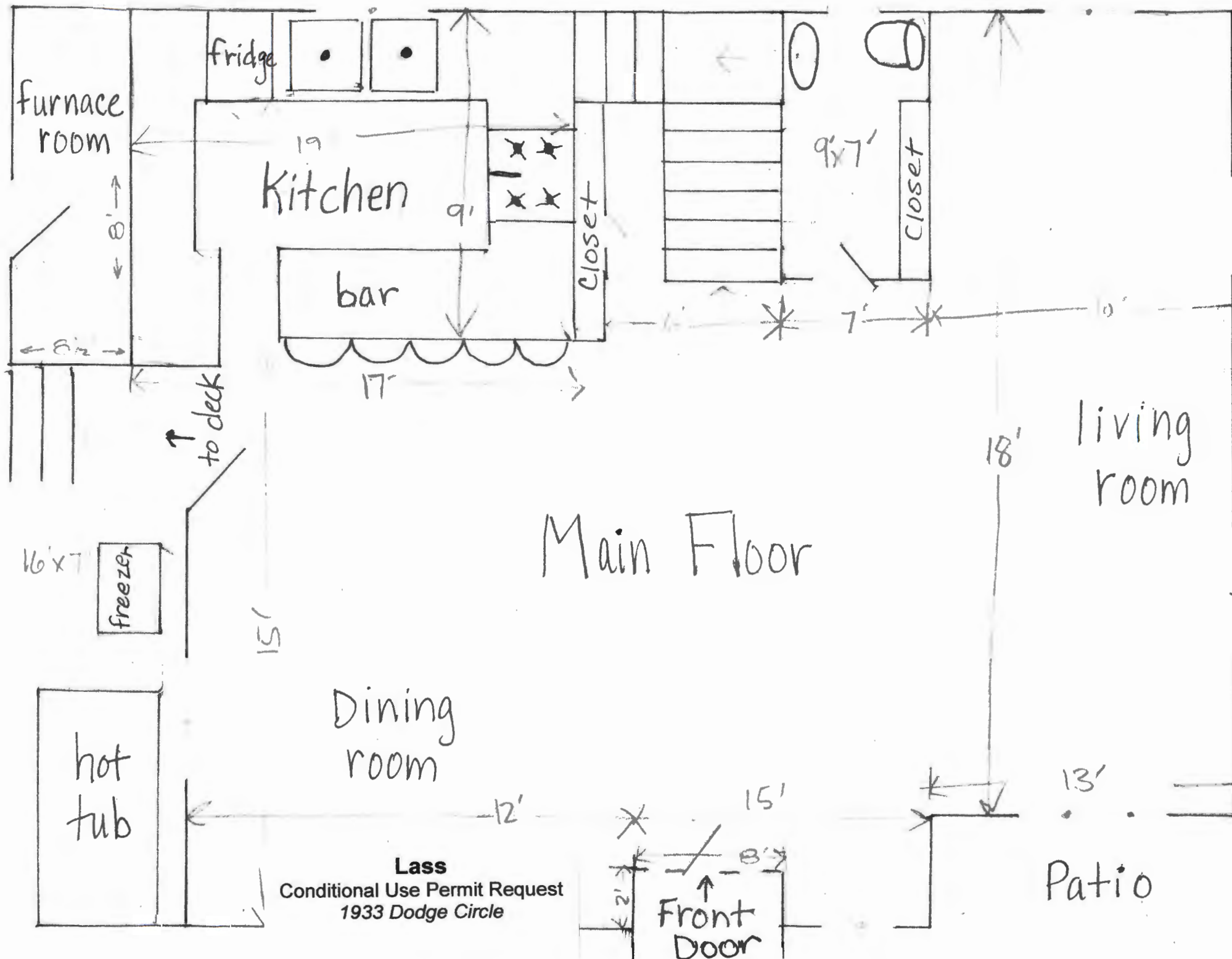
Conditional Use Permit Request
1933 Dodge Circle



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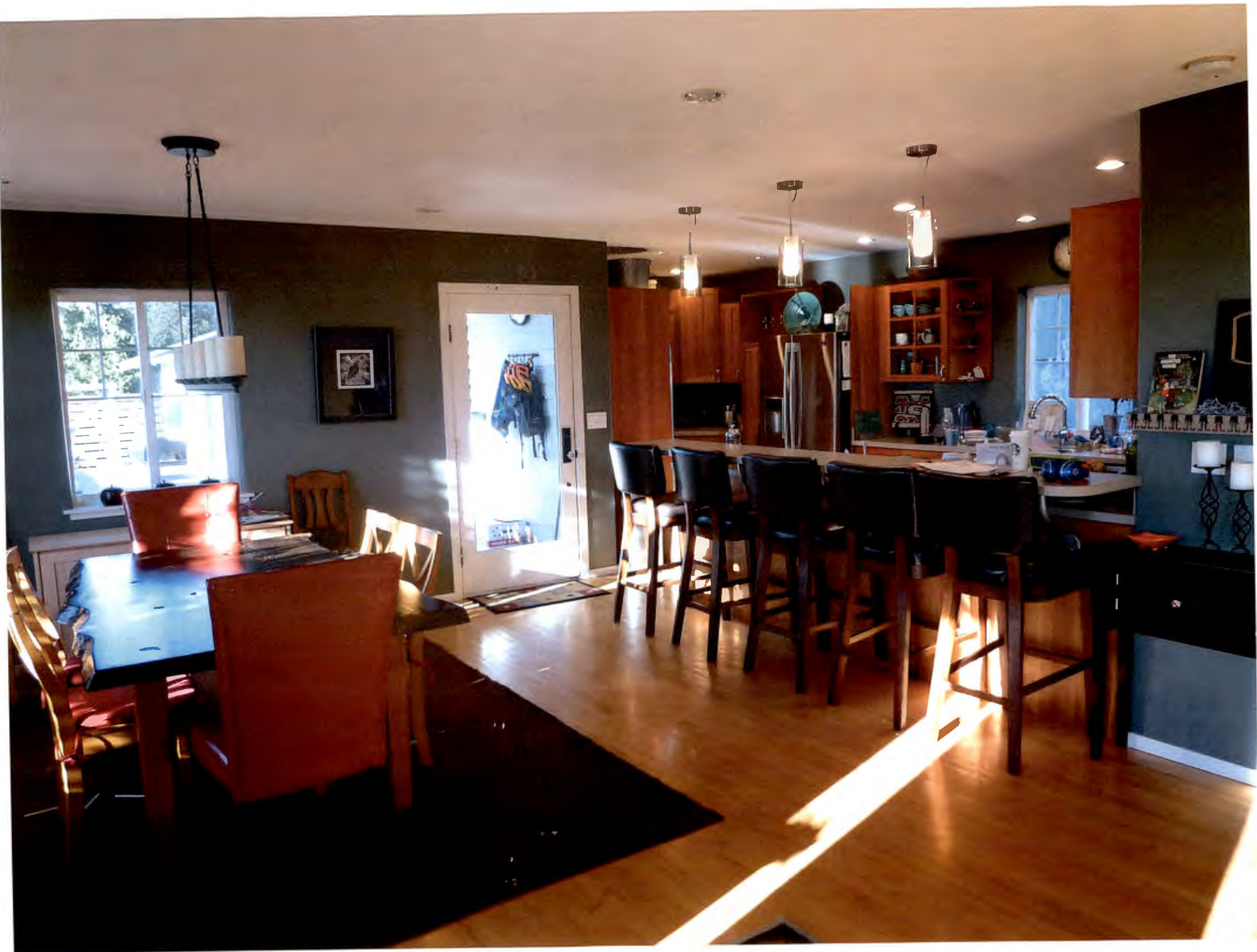




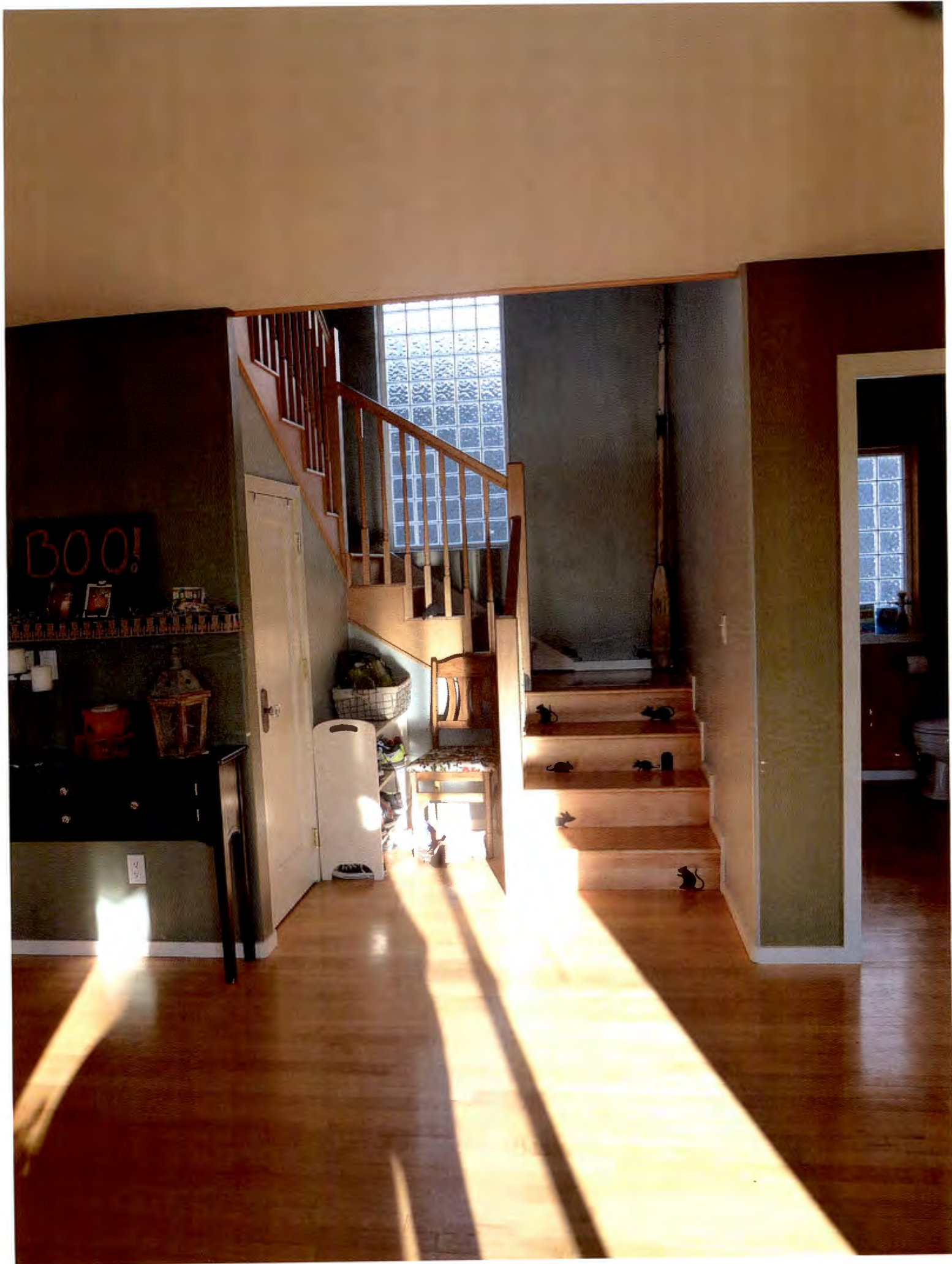
















CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT GENERAL APPLICATION FORM

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

APPLICATION FOR:

VARIANCE

CONDITIONAL USE

ZONING AMENDMENT

PLAT/SUBDIVISION

BRIEF DESCRIPTION OF REQUEST: Applying for a short term
rental to help subsidize our income.

PROPERTY INFORMATION:

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

CURRENT LAND USE(S): private home PROPOSED LAND USES (if changing): short term rental
during summer months

APPLICANT INFORMATION:

PROPERTY OWNER: David & Janelle Lass

PROPERTY OWNER ADDRESS: 1933 Dodge Circle

STREET ADDRESS OF PROPERTY: 1933 Dodge Circle

APPLICANT'S NAME: David & Janelle Lass

MAILING ADDRESS: 1933 Dodge Circle, Sitka

EMAIL ADDRESS: weislass@yahoo.com DAYTIME PHONE: 907-738-1098

PROPERTY LEGAL DESCRIPTION:

TAX ID: _____ LOT: 1 BLOCK: _____ TRACT: _____

SUBDIVISION: Ocean Heights subdivision US SURVEY: _____

OFFICE USE ONLY

COMPLETED APPLICATION		SITE PLAN	
NARRATIVE		CURRENT PLAT	
FEE		Lass	
		Conditional Use Permit Request	
		1933 Dodge Circle	

REQUIRED SUPPLEMENTAL INFORMATION:

For All Applications:

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

For Conditional Use Permit:

- ☐ Parking Plan
- ☐ Interior Layout

For Plat/Subdivision:

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

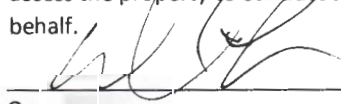
If Pertinent to Application:

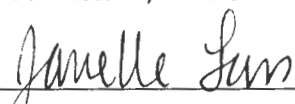
- ☐ Landscape Plan
- ☐ Drainage and Utility Plan

CERTIFICATION:

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

Owner


David Lass


Janelle Lass

Date

9/21/16

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

Applicant (If different than owner)

Date

Lass
Conditional Use Permit Request
1933 Dodge Circle

Planning and Community Development Department,

9/21/16

We are applying for a short term rental conditional use permit. Our intention is to have our home serve as a short term rental while we are out of town for the summer. We plan to hire a property manager to clean, maintain the property, and deal with any issues that may arise while we are gone. Thank you for your consideration.

David and Janelle Lass

Lass
Conditional Use Permit Request
1933 Dodge Circle

Attachment I

Parcel ID: 24775000
MICHAEL/ANN MORRIS
MORRIS, MICHAEL, R./ANNE, C.
1943 DODGE CIRCLE
SITKA AK 99835

Parcel ID: 24780001
MARY ANDERSEN
ANDERSEN, MARY, TODD
P.O. BOX 99
SITKA AK 99835-0099

Parcel ID: 24780002
ALAN ANDERSEN
ANDERSEN, ALAN, T.
1939 DODGE CIRCLE
SITKA AK 99835

Parcel ID: 24785001
ERICA/KRISTOPHE PEARSON
PEARSON, ERICA & KRISTOPHER
P.O. BOX 2421
SITKA AK 99835-2421

Parcel ID: 24786001
DAVID/JANELLE LASS
LASS, DAVID & JANELLE
1933 DODGE CIRCLE
SITKA AK 99835

Parcel ID: 24786002
SITKA MAKAI, LLC
SITKA MAKAI, LLC
107-A TOIVO CIRCLE
SITKA AK 99835

Parcel ID: 24786003
STEPHANIE/A.R. BRENNER/STONER
BRENNER, STEPHANIE, & STONER,
ANDREW
1929 DODGE CIRCLE
SITKA AK 99835

Parcel ID: 24786004
STEPHEN/BONNIE BRENNER FAMILY
TRUST
BRENNER FAMILY TRUST, STEPHEN &
BONNIE
1925 DODGE CIRCLE
SITKA AK 99835

Parcel ID: 24790001
DARRELL/KAREN RIGGS
RIGGS, DARRELL, P./KAREN
1921 DODGE CIRCLE
SITKA AK 99835

Parcel ID: 24790002
DARRELL/KAREN RIGGS
RIGGS, DARRELL, P./KAREN
1921 DODGE CIRCLE
SITKA AK 99835

Parcel ID: 24792000
NANCY MCGRAW
MCGRAW, NANCY, J.
P.O. BOX 718
SITKA AK 99835-0718

Parcel ID: 24793000
WILLIAM/NORMA NOVCASKI
NOVCASKI, WILLIAM/NORMA
201 CASCADE CREEK RD
SITKA AK 99835

Parcel ID: 24825003
GARY/SHASTA SMITH
SMITH, GARY, R./SHASTA, D.
105 SAND DOLLAR DR
SITKA AK 99835

Parcel ID: 24825004
SCOTT/KATHY MCLEOD
MCLEOD, SCOTT, P./KATHY, L.
1946 DODGE CIRCLE
SITKA AK 99835

Parcel ID: 24835001
STEVEN/LYNNE CAMPBELL/CIOLLI
CAMPBELL, STEVEN & CIOLLI, LYNNE
1942 DODGE CIR
SITKA AK 99835

Parcel ID: 24835002
PEMBERTON FAMILY REVOCABLE
TRUST
PEMBERTON, JOHN, S./EVELYN, M.
P.O. BOX 2955
TUBA CITY AZ 86045-2955

Parcel ID: 24835003
AMY ZANUZOSKI
ZANUZOSKI, AMY
P.O. BOX 1991
SITKA AK 99835-1991

Parcel ID: 24835004
FRANK/NICOLE BALOVICH
BALOVICH, FRANK & NICOLE
1417 DAVIDOFF ST
SITKA AK 99835

Parcel ID: 24845000
GERALD/SUSAN FLEMING
FLEMING, GERALD, D./SUSAN, J.
1924-A DODGE CIRCLE
SITKA AK 99835

Parcel ID: 24855001
GERALD/SUSAN FLEMING
REVOCABLE TRUST
FLEMING, GERALD, D./SUSAN, J.
~~1924-A DODGE CIRCLE~~
SITKA AK 99835

Parcel ID: 24856000
RICHARD/ROSE MACINTYRE
MACINTYRE, RICHARD, S./ROSE, M.
1907 CASCADE CREEK RD
SITKA AK 99835

Parcel ID: 24867000
WILLIAM/NORMA NOVCASKI
NOVCASKI, WILLIAM & NORMA
201 CASCADE CREEK RD
SITKA AK 99835

Parcel ID: 25105000
JILL/JAMES LECRONE
LECRONE, JILL & JAMES
1972 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 25107000
KENNETH MEYERS
MEYERS, KENNETH, R.
1982 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 25108000
JOHN BARTLETT
BARTLETT, JOHN, C.
P.O. BOX 1672
SITKA AK 99835-1672

Parcel ID: 25108002
BRIAN WEDDEL
WEDDEL, BRIAN, V.
2004 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 25110000
DENNIS SMITH
SMITH, DENNIS, R.
P.O. BOX 2083
SITKA AK 99835-2083

Parcel ID: 25111000
LAWRENCE TRANI
TRANI, LAWRENCE, J.
2008 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 25112000
LINDA BLANKENSHIP
BLANKENSHIP, LINDA, L.
2010 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 25114000
RICHARD/JAN BROOKMAN
BROOKMAN, RICHARD, O./JAN, C.
2014 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 25116000
GRANT SMITH
SMITH, GRANT, E.
2020 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 25120001
DANIEL/SHANNA TADIC
TADIC, DANIEL & SHANNA
2024 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 25118001
AVELINO/TERESITA SANTA ANA
SANTA ANA, AVELINO/TERESITA
2022 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 25120002
WHITE HOUSE, LLC
WHITE HOUSE, LLC
117 GRANITE CREEK RD, STE 201
SITKA AK 99835

Parcel ID: 25118002
M./JACQUELINE LAGUIRE
LA GUIRE, M. W. & JACQUELINE
P.O. BOX 6369
SITKA AK 99835-6369

Parcel ID: 25120004
FRANK/GLORIA SCIGLIANO
SCIGLIANO, FRANK/GLORIA
109 SAND DOLLAR DR.
SITKA AK 99835

Lass
Conditional Use Permit Request
1933 Dodge Circle

P&Z Mailing
October 7, 2016

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

Date: 09/22/2016
Receipt: 2017-00014675
Cashier: Front Counter
Received From: JANELLE LASS

LAN - Planning Permits/Zo	100.00
ing	
TL - Sales Tax 3rd quarte	6.00
CY	
Receipt Total	106.00
Total Check	106.00
Total Remitted	106.00
Total Received	106.00

Attachment J

INVC

CITY AND BOROUGH OF SITKA

100 LINCOLN STREET, SITKA ALASKA 99835

DATE: 9/22/16

To: Janelle Lass

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

Variance.....	
Conditional Use Permit.....	STR 106.00
Minor Subdivision.....	
Major Subdivision.....	
Zoning Map Change.....	
Zoning Text Change.....	
Lot Merger.....	
Boundary Line Adjustment.....	
General Permit.....	
Appeal of Enforcement Action (Pending).....	
Other.....	
Sales Tax.....	6.00
TOTAL.....	106.00

Thank you

PAID
SEP 22 2016

CITY & BOROUGH OF SITKA

Lass
Conditional Use Permit Request
1933 Dodge Circle



AFTER RECORDING, RETURN TO:

David R. Lass
Janelle M. Lass
117 Granite Circle #C
Sitka, AK 99835

AETIA 52108

WARRANTY DEED
A.S. 34.15.030

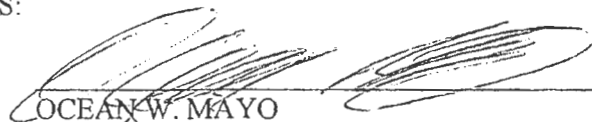

The Grantors, **OCEAN W. MAYO, an unmarried person and JESSICA J. FRANSEN, an unmarried person**, whose address is 1933 Dodge Circle, Sitka, AK 99835, for and in consideration of TEN DOLLARS (\$10.00) and other good and valuable consideration in hand paid, the receipt of which is hereby acknowledged, convey and warrant to **DAVID R. LASS and JANELLE M. LASS, husband and wife, as tenants by the entirety with full right of survivorship**, Grantees, whose mailing address is 117 Granite Circle #C, Sitka, AK 99835, the following-described real estate:

Lot 1, Ocean Heights Subdivision, according to the Official Plat thereof, filed under Plat Number 95-13, Records of the Sitka Recording District, First Judicial District, State of Alaska.

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

DATED this 12 day of January, 2016.

GRANTORS:


OCEAN W. MAYO

JESSICA J. FRANSEN

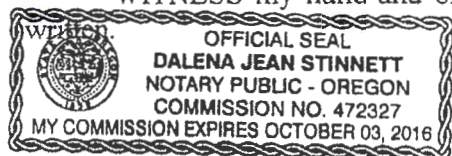
WARRANTY DEED
A-4350\4377\Warranty Deed

Page 1

STATE OF ALASKA)
)
FIRST JUDICIAL DISTRICT) SS.

The foregoing instrument was acknowledged before me this 12th day of January, 2016, by **OCEAN W. MAYO, an unmarried person.**

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

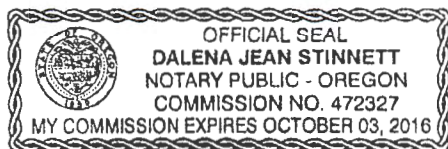


Dalena Jean Stinnett
Notary Public in and for ~~Alaska~~ Oregon
My Commission Expires: OCTOBER 03 2016

STATE OF OREGON)
)
COUNTY) SS.

The foregoing instrument was acknowledged before me this 12 day of January, 2016, by **JESSICA J. FRANSEN, an unmarried person.**

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



Dalena Jean Stinnett
Notary Public in and for Oregon
My Commission Expires: OCTOBER 03 2016

WARRANTY DEED
A-4350\4377\Warranty Deed

Page 2



ROAD MAINTENANCE AGREEMENT

The owners of Lots 1, 2, 3, & 4 of the Ocean Heights Subdivision will share equally in the upkeep and maintenance of the 30' access easement.

The water, sewer, and electrical are all full responsibility of each of the lot owners.

All work done by any lot owner in the easement area will require the responsible party to put the driveway back to original condition.

Owner: Lots 1, 2, 3, & 4 Ocean Heights Subdivision

C. McGraw Pres. 4-5-95
McGraw's Custom Construction, Inc.

Subscribed to and sworn before me this 5th day of April, 1995.

Gail E. Roderick
Gail E. Roderick, Notary for Alaska
Commission expires 7-1-95



95-638

15.00	
Sitka	REC. DIST.
DATE 4-6	1995
TIME 2:15	P.M.
Requested By SC? B	
Address	

Returned to: C/O of Sitka
Business Office
100 Lindbergh St
Sitka, AK 99835

Check me Shaw
1915 Dodge Circle
City 99835