



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

Date: October 10, 2016

From: PCDD Staff

To: Planning Commission

Re: V 16-18 Variance Request for Stairs and Rails at 109 Darrin Drive

GENERAL INFORMATION

Applicant: Cory and Brenna Picotte

Property Owner: same

Property Address: 109 Darrin Drive

Legal Description: Lot 5 Darrin Subdivision

Parcel ID Number: 2-5540-005

Size of Existing Lot: 7360 square feet

Zoning: R-1

Existing Land Use: Residential

Utilities: Full city services

Access: Darrin Drive

Surrounding Land Use: Residential, Recreational

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 to approve

ATTACHMENTS

Attachment A: Vicinity Map

Attachment B: Aerial Vicinity Map

Attachment C: Zoning Map

Attachment D: Flood Zone Map

Attachment E: Parcel Pictures

Attachment F: Subdivision Plat

Attachment G: Site Plan

Attachment H: Application

Providing for today...preparing for tomorrow

Attachment I: Mailing List
Attachment J: Proof of Payment
Attachment K: Proof of Ownership

BACKGROUND

The Darrin Subdivision was created in 1974, resulting in the creation of this lot. Darrin Subdivision has been developed into a residential neighborhood. A single-family home exists on the property.

PROJECT DESCRIPTION

The variance request is for the reduction of the front setback from 20 feet to 5 feet and the side setback from 8 feet to 2 feet for the construction of stairs and rails. The stairs will not be covered.

ANALYSIS

Project / Site: The house is situated on a higher-elevated portion of the lot than the parking area. A steep embankment supported by a rock retaining wall separates the parking area from the rest of the property. Stairs are needed to safely access the house. Building code requires railings for this project.

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

Traffic: No traffic impacts.

Parking: The property has two spaces as required for the single-family residence².

Noise: The stairs are for residential access. No additional noise to be expected.

Public Health or Safety: Stairs will provide a more safe access route for the property's residents and visitors.

Habitat: No concerns for habitat.

Property Value or Neighborhood Harmony: A safe set of access stairs would be an improvement to the property.

Conformity with Comprehensive Plan: The proposed variance for the reduction of the front setback from 20 feet to 5 feet and the side setback from 8 feet to 2 conforms to the

¹ Section 22.16.040—R-1 District

² Section 22.20.100.G.1—Off-Street Parking Requirements

Comprehensive Plan Section 2.4.1 which states, *“To guide the orderly and efficient use of private and public land in a manner which maintains a small-town atmosphere, encourages a rural lifestyle, recognizes the natural environment, and enhances the quality of life for present and future generations,”* by allowing for the construction of a safe set of access stairs for a pre-existing home while minimizing impacts on the right-of-way and adjacent properties.

FINDINGS³

D. Required Findings for Variances.

2. Required Findings for Minor Expansions, Small Structures, Fences, and Signs.
 - a. The municipality finds that the necessary threshold for granting this variance should be lower than thresholds for variances involving major structures or major expansions, *specifically, that the proposed stairs are small in relation to the primary structure and the lot;*
 - b. The granting of the variance is not injurious to nearby properties or improvements, *specifically, that the stairs will be uncovered and will not result in significant additional rain runoff on the adjacent property;*
 - c. The granting of the variance furthers an appropriate use of the property, *specifically, by creating safe access for a single-family home.*

RECOMMENDATION

It is recommended that the Planning Commission adopt the staff’s analysis and suggested findings, and grant the variance for the reduction of the front setback from 20 feet to 5 feet and the side setback from 8 feet to 2 feet for the construction of stairs and rails.

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

- 1) I move to adopt and approve the required findings for minor expansions, small structures, fences, and signs as discussed in the staff report.
- 2) I move to approve a variance request for 109 Darrin Drive. The variance is for the reduction of the front setback from 20 feet to 5 feet and the side setback from 8 feet to 2 feet for the construction of stairs and rails. The property is also known as Lot 5 Darrin Subdivision. The request is filed by Cory and Brenna Picotte. The owner of record is Cory and Brenna Picotte.

³ Section 22.30.160(D)(1)—Required Findings for Major Variances



Picotte
Variance Request
109 Darrin Drive



City & Borough of Sitka, Alaska

Selected Parcel: 109 DARRIN ID: 25540005

Printed on 9/12/2016 from <http://www.mainstreetmaps.com/ak/sitka/public.asp>

50 m
100 ft



MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

This map is for informational purposes only. It is not for appraisal of, description of, or conveyance of land. The City & Borough of Sitka, Alaska and MainStreetGIS, LLC assume no legal responsibility for the information contained herein.

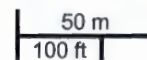
Picotte
Variance Request
109 Darrin Drive



City & Borough of Sitka, Alaska

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Picotte
Variance Request
109 Darrin Drive



City & Borough of Sitka, Alaska

Selected Parcel: 109 DARRIN ID: 25540005

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50 m
100 ft



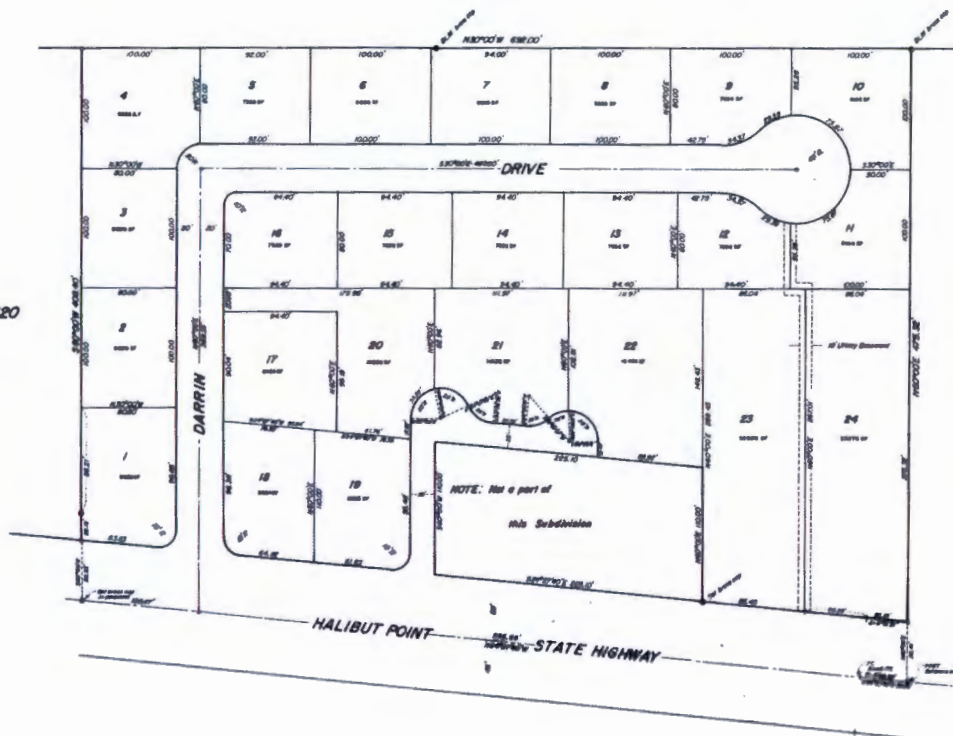
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Picotte
Variance Request
109 Darrin Drive

U.S. Sur. No. 3806

Frac.
Lot 28
U.S.S. No. 2420



CERTIFICATE

STATE OF ALASKA }
} s.s.
First Judicial District }

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED AND AN ACTING ASSESSOR FOR THE CITY AND BOROUGH OF SITKA DO HEREBY CERTIFY THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED IN THE NAME OF: DOROTHY DARRIN

DESCRIPTION:
LOT 27 AND PART OF LOT 28, U.S.S. 2420

AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID PROPERTY AND IN FAVOR OF THE CITY AND BOROUGH OF SITKA, ARE PAID IN FULL, THAT CURRENT TAXES FOR THE YEAR 1974 WILL BE DUE ON OR BEFORE JULY 21, 1974

DATED THIS DAY OF JULY, 1974

Kenneth R. Olson
ASSESSOR, CITY AND BOROUGH OF SITKA

CERTIFICATION OF APPROVAL BY THE BOARD

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA PLANNING BOARD AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD THIS 3rd DAY OF JULY, 1974, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EXORPHO RECORDS, SITKA, ALASKA.

1/16/74
DATE

John Fagan
CHAIRMAN, PLANNING BOARD

CERTIFICATION 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, AND THAT SAID PLAT HAS BEEN APPROVED BY THE ASSEMBLY AS RECORDED IN MINUTE BOOK No. 2, PAGE 126, DATED FEBRUARY 22, 1974, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EXORPHO RECORDS, SITKA, ALASKA.

2-22-74
DATE

John Fagan
SEAL

ATTEST:

Melissa Morgan
MUNICIPAL CLERK (Atty)

SURVEYOR'S CERTIFICATE

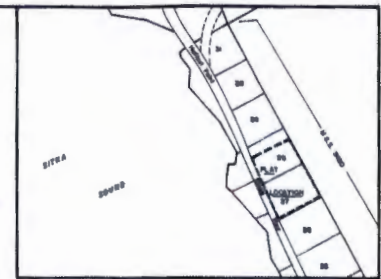
I HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR AND THAT THIS PLAT REPRESENTS THE SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, AND THE MONUMENTS SHOWN THEREON ACTUALLY EXIST AS LOCATED, AND THAT ALL DIMENSIONAL AND OTHER DETAILS ARE CORRECT.

July 5, 1974
DATE

John Fagan
REG. L.S. No. 2460-S

14-685
Sited
July 17, 74
City of Sitka

74-5 Drawn No. 7



Scale: 1" = 800'

Vicinity Map

CERTIFICATION 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 SPACE TO PUBLIC OR PRIVATE USE AS NOTED.

July 10, 1974
DATE

Carlton H. Williams
WITNESS

Dorothy Darrin
OWNER

WITNESSES

OWNER

NOTARY'S ACKNOWLEDGEMENT

STATE OF ALASKA }
} s.s.
First Judicial District }

THIS IS TO CERTIFY THAT ON THIS 10th DAY OF JULY, 1974, BEFORE ME THE UNDERSIGNED, NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA DULY COMMISSIONED AND SHOWN AS SUCH, PERSONALLY APPEARED

and Dorothy Darrin
TO ME KNOWN TO BE THE PERSONS WHO EXECUTED THE FOREGOING CERTIFICATE FREELY AND VOLUNTARILY FOR THE PURPOSES HEREIN MENTIONED.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND OFFICIAL SEAL, THE DAY, MONTH AND YEAR FIRST ABOVE MENTIONED.

Notary Public for Alaska
My commission expires

Notary Seal

PLAT OF

DARRIN SUBDIVISION

Dated: Jan., 1974

Scale: 1" = 80'

LARRY STANTON - CIVIL ENGINEER

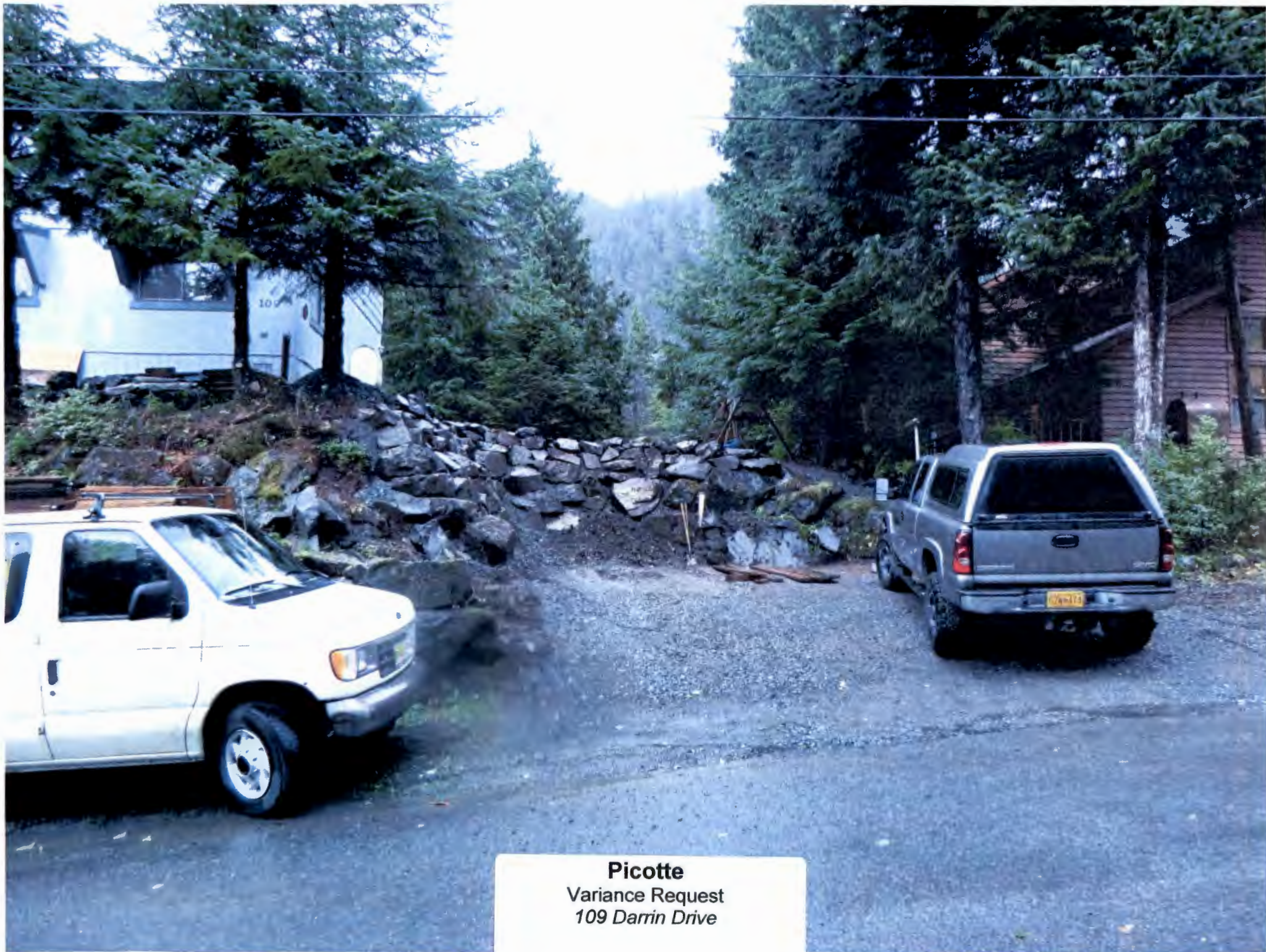
Prepared by

SITKA, ALASKA

Surveyed by: L.C.S.

Picotte
Variance Request
109 Darin Drive

Two Spots for Stairway to House



Picotte
Variance Request
109 Darrin Drive



Picotte
Variance Request
109 Darrin Drive



Picotte
Variance Request
109 Darrin Drive



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: Moving Stairs To access
House level from Driveway. out of the Driveway

PROPERTY INFORMATION:

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

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

APPLICANT INFORMATION:

PROPERTY OWNER: Cory Picotte

PROPERTY OWNER ADDRESS: 109 Darrin Dr Sitka Ak 99835

STREET ADDRESS OF PROPERTY: 109 Darrin Dr

APPLICANT'S NAME: Cory Picotte

MAILING ADDRESS: _____

EMAIL ADDRESS: picottec45@gmail.com DAYTIME PHONE: _____

PROPERTY LEGAL DESCRIPTION:

TAX ID: 25546005 LOT: 5 BLOCK: _____ TRACT: _____

SUBDIVISION: Darrin Subdivision US SURVEY: _____

OFFICE USE ONLY

COMPLETED APPLICATION		SITE PLAN	
NARRATIVE		CURRENT PLAT	
FEE			

Picotte
Variance Request
109 Darrin Drive

REQUIRED SUPPLEMENTAL INFORMATION:

For All Applications:

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

For Conditional Use Permit:

- ☐ Parking Plan
- ☐ Interior Layout

For Plat/Subdivision:

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

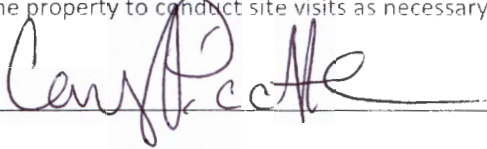
If Pertinent to Application:

- ☐ Landscape Plan
- ☐ Drainage and Utility Plan

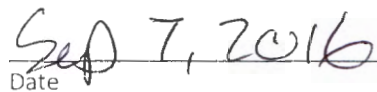
CERTIFICATION:

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

Owner



Date



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

Applicant (If different than owner)

Date

Picotte
Variance Request
109 Darrin Drive

Parcel ID: 24940000
~~C/B OF SITKA~~
~~TR C ASLS 79-4 155 45 ACR~~
~~C/B OF SITKA~~
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 25540002
BEN/DONNA MITCHELL
MITCHELL, BEN, B./DONNA, L.
103 DARRIN DR.
SITKA AK 99835

Parcel ID: 25540004
TRACI/CHRISTOP GALE
GALE, TRACI & CHRISTOPHER
P.O. BOX 906
SITKA AK 99835-0906

Parcel ID: 25540005
CORY/BRENNA PICOTTE
PICOTTE, CORY & BRENNA
109 DARRIN DR
SITKA AK 99835

Parcel ID: 25540006
GEORGE/BENNY BEATY
BEATY, GEORGE/BENNY
111 DARRIN DR.
SITKA AK 99835

Parcel ID: 25540007
RANDY/TWILA KEAVENY
KEAVENY, RANDY, C./TWILA
113 DARRIN DR
SITKA AK 99835

Parcel ID: 25540014
SETH/TANYA WOODS
WOODS, SETH & TANYA
P.O. BOX 1573
SITKA AK 99835-1573

Parcel ID: 25540015
HAROLD/BARBARA STOCKER
STOCKER, HAROLD, E./BARBARA, J.
P.O. BOX 2457
SITKA AK 99835-2457

Parcel ID: 25540016
~~CINDY HARTMANN~~
~~HARTMANN, CINDY ANNE~~
~~P.O. BOX 20686~~
JUNEAU AK 99802

Parcel ID: 25540017
JAMES/SHIRLEY WOMACK
WOMACK, JAMES, H./SHIRLEY
P.O. BOX 1506
SITKA AK 99835-1506

Parcel ID: 25540020
~~HAROLD/BARBARA STOCKER~~
~~STOCKER, HAROLD, E./BARBARA, J.~~
~~P.O. BOX 2457~~
SITKA AK 99835-2457

Parcel ID: 25547000
BEN/DONNA MITCHELL
MITCHELL, BEN, B./DONNA, L.
~~103 DARRIN DR.~~
SITKA AK 99835

Parcel ID: 25548000
~~BEN/DONNA MITCHELL~~
~~MITCHELL, BEN, B./DONNA, L.~~
~~103 DARRIN DR.~~
SITKA AK 99835

James/Samantha Pierson
110 Darrin Drive
Sitka, AK 99835

Picotte
Variance Request
109 Darrin Drive

P&Z Mailing
October 7, 2016



AFTER RECORDING, RETURN TO:

Cory J. Picotte
Brenna C. Picotte
9093 Firewood Lane
Juneau, AK 99801

AETIA 52668

WARRANTY DEED
A.S. 34.15.030

The Grantor, **TRUE NORTH FEDERAL CREDIT UNION**, whose address is 2777 Postal Way Juneau, AK 99801, 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, conveys and warrants to **CORY J. PICOTTE and BRENN A C. PICOTTE, husband and wife, as tenants by the entirety with full right of survivorship**, Grantees, whose mailing address is 9093 Firewood Lane Juneau, AK 99801, the following-described real estate:

Lot 5, Darrin Subdivision, according to plat 74-5, Sitka Recording District, First Judicial District, State of Alaska.

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

WARRANTY DEED
A-4350\4675\Warranty Deed

Page 1

DATED this 14 day of June, 2016.

GRANTOR: **TRUE NORTH FEDERAL CREDIT UNION**

By: Jeff Vogt

Its: CFO

STATE OF ALASKA)
)
FIRST JUDICIAL DISTRICT) ss.

THIS IS TO CERTIFY that on this 14th day of June, 2016, before me, the undersigned Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Jeff Vogt, to me known and known to me to be the Chief Financial Officer, of **TRUE NORTH FEDERAL CREDIT UNION**, and known to me to be the person who signed the foregoing instrument, on behalf of said corporation, and he acknowledged to me that he signed and sealed the same as a free act and deed of the said corporation for the uses and purposes therein expressed pursuant to its bylaws or a resolution of its Board of Directors.

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



Tyne Odell-Andrews
Notary Public in and for Alaska
My Commission Expires: 05/17/2017

WARRANTY DEED
A-4350\4675\Warranty Deed

Page 2

Picotte
Variance Request
109 Darrin Drive



2 of 2
2016-000592-0

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

Date:
Receipt:
Cashier:
Received From:

09/07/2016
2017-00011532
Front Counter
CORY PICOTTE

PLAN - Planning Permits/Zoning	75.00
ST1 - Sales Tax 3rd quarter CY	3.75
	78.75
Receipt Total	100.00
Total Cash	100.00
Total Remitted change	(21.25)
Total Received	78.75

E

CITY OF SITKA

SITKA ALASKA 99835

9/7/16

PAID

SEP 07 2016

CITY & BOROUGH OF SITKA

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

Variance.....	75.00
Conditional Use Permit.....	
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.....	3.75
TOTAL.....	78.75

Thank you

Picotte
Variance Request
109 Darn Drive