



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

AGENDA ITEM:

Case No: LM 17-01
Proposal: Request for lease of US Survey 3377
Applicant: William Akan and April Wheldon for Coastal Transport
Owner: City and Borough of Sitka
Location: 725 Siginaka Way
Legal: US Survey 3377
Zone: C-1 Commercial
Size: Lease parcel: 1000 square feet
Parcel ID: 1-5005-001
Existing Use: Commercial (not operational)
Adjacent Use: Commercial, Public
Utilities: Full city services
Access: Siginaka Way to Katlian Avenue

KEY POINTS AND CONCERNS:

1. Historical use as a lease parcel – creates revenue for municipality
2. Neighborhood harmony – surrounding uses are commercial and public in use, zoned for commercial use, coffee shop or similar retail would be less intensive than other nearby uses (harbor)

RECOMMENDATION:

Staff recommends that the Planning Commission recommend approval of LM 17-01 to the Assembly.

ATTACHMENTS

Attachment A: Vicinity Map
Attachment B: Aerial Vicinity Map
Attachment C: Zoning Map
Attachment D: Current Plat

Attachment E: Parcel Pictures
Attachment F: Bid Application
Attachment G: Flood Zone Map
Attachment H: Mailing List

BACKGROUND

725 Siginaka Way was leased in 2012 on a 5 year term for the purpose of operating a coffee stand. The lessee defaulted on the lease agreement in July 2015 and the municipality terminated the lease in April 2016. Seeking to rent the property again, the municipality initiated a lease bid process which yielded 7 bids. A selection committee comprised of Planning, Finance, and Legal staff selected Mr. Akan and Ms. Wheldon as the bid winners.

The lease application is coming before the Planning Commission to seek a recommendation of approval to the Assembly. The item is scheduled for the April 12th Port and Harbors Committee meeting. The lease application will then go to the Assembly for approval of the lease by ordinance.

PROJECT DESCRIPTION

This request is to lease 725 Siginaka Way. The applicants state the intent to continue the historical use of a coffee stand.

ANALYSIS

Project/Site: The property is identified in the survey as US Survey 3377 or Griffith Island. The surrounding parking lot is comprised of filled tidelands. The lease parcel is approximately 1000 square feet. Site improvements consist of an approximately 120 square foot structure on a 320 square foot pad.

Traffic: A coffee stand of this size and without a drive through could be expected to generate 13 vehicle trips at peak AM hour and 5 vehicle trips at peak PM hour.¹ A shop at this location may generate less new traffic because some patrons may be combined harbor/coffee shop patrons.

Parking: A municipal parking lot is adjacent to the proposed lease location.

Noise: No concerns.

Public Health or Safety: No concerns. Coffee shop would need to meet DEC requirements for sanitation.

Habitat: No concerns.

¹ Spack Consulting ITE Trip Generation Rates – 9th Edition

Property Value or Neighborhood Harmony: Neighboring uses are a lodge and a harbor. A coffee stand is less intense of a use than the harbor. Harbor and lodge patrons may appreciate a nearby option for drinks and snacks.

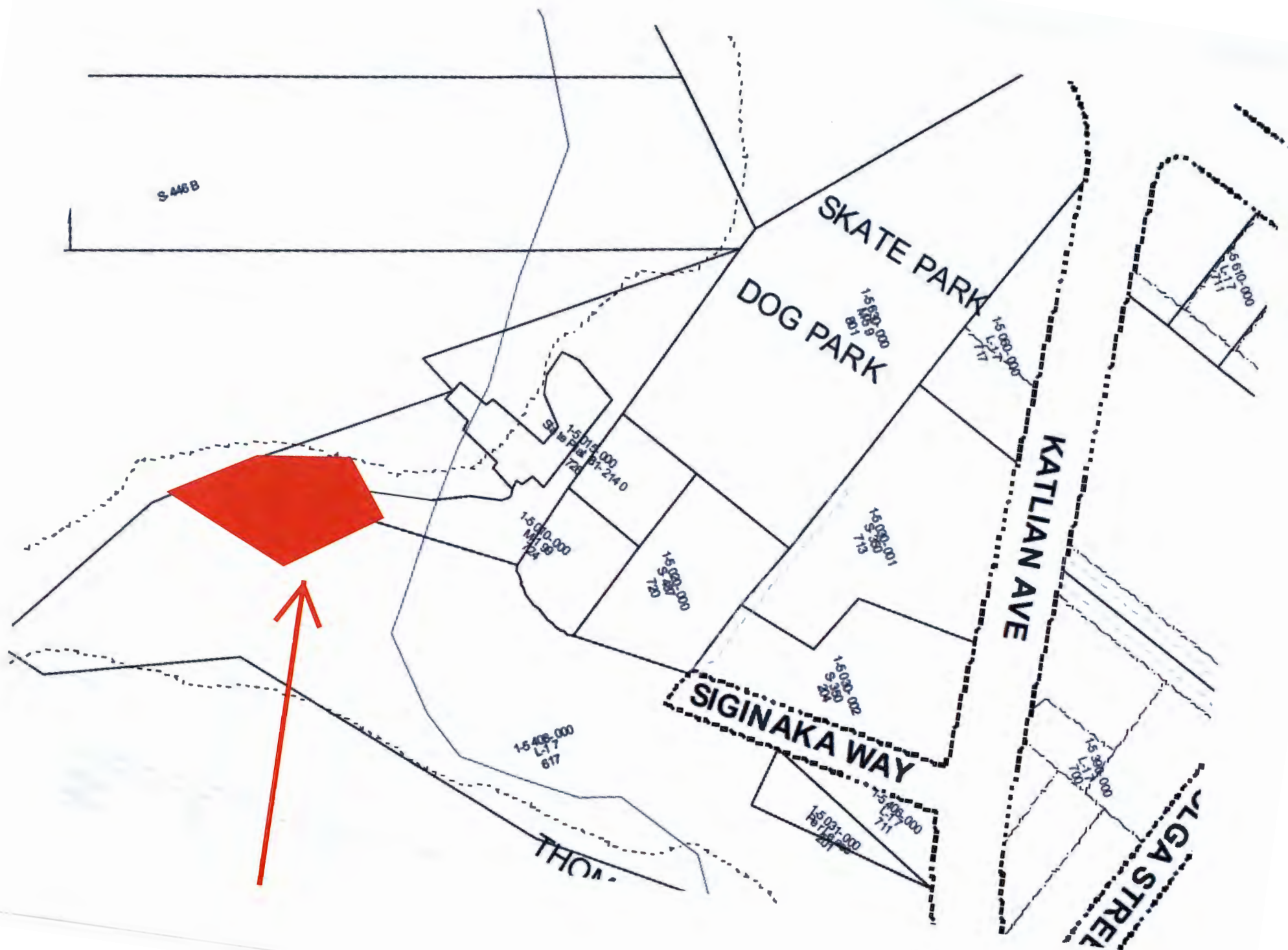
Conformity with Comprehensive Plan: The proposal conforms to Comprehensive Plan Section 2.4.19 which states, "To consistently follow and enforce land use policies, codes, regulations, and decisions..." by leasing a parcel according to the competitive bid process.

RECOMMENDATION

It is recommended that the Planning Commission adopt the staff analysis and move to recommend approval of the lease of 725 Siginaka Way.

RECOMMENDED MOTION

- 1) I move to recommend approval of the lease request for 725 Siginaka Way. The property is also known as US Survey 3377. The request is filed by William Akan and April Wheldon for Coastal Transport. The owner of record is the City and Borough of Sitka.





City & Borough of Sitka, Alaska

Selected Parcel: 617 KATLIAN ID: 15408000

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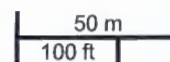
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City & Borough of Sitka, Alaska

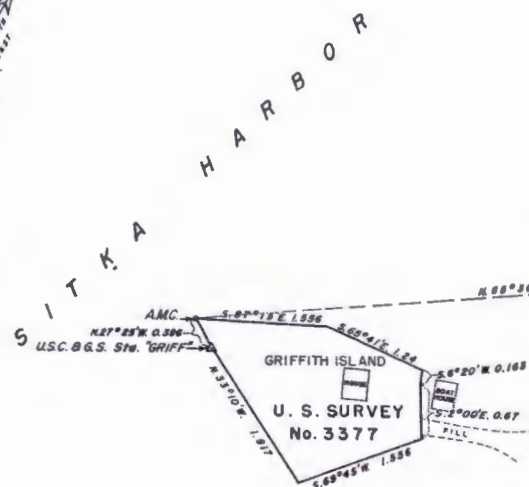
Selected Parcel: 617 KATLIAN ID: 15408000

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www.e



AMENDED U.S. SURVEY No. 61

EMERGING
ALL OF GRIFFITH ISLAND IN SITKA HARBOR
APPROXIMATELY 1 MILE NORTHWEST OF THE TOWN OF SITKA

SURVEYED BY
JOHN M. SHORT, CARTOGRAPHER (CADASTRAL)

SEPTEMBER 7, 1954

UNDER SPECIAL INSTRUCTIONS
DATED AUGUST 25, 1954
AND APPROVED AUGUST 31, 1954

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
Washington, D. C. December 17, 1954

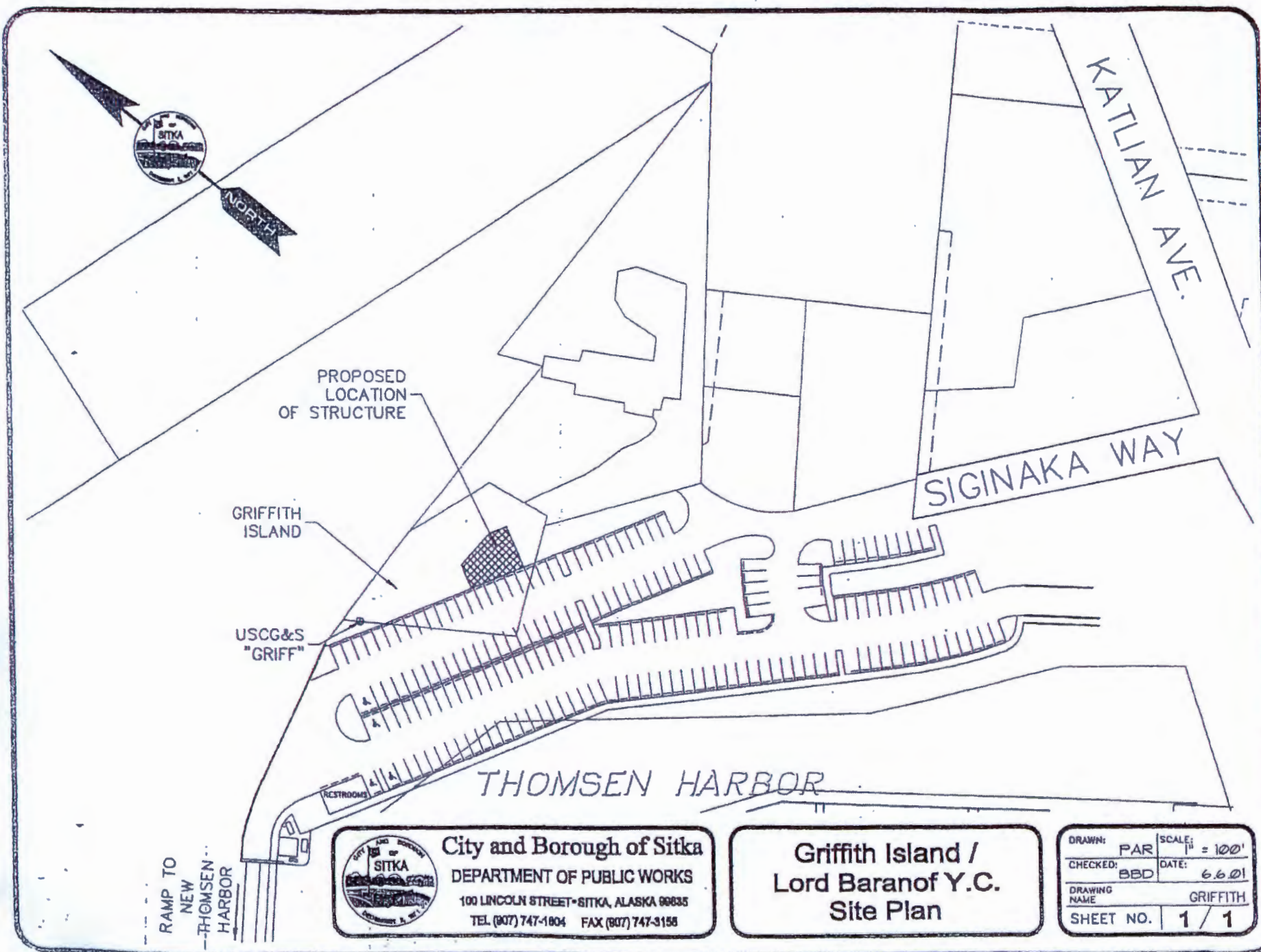
This plat is strictly conformable to the approved field notes, and the survey, having been correctly executed in accordance with the requirements of law and the regulations of this Bureau, is hereby accepted.

For the Director

Donald R. Krumm

Acting Cadastral Engineering
Staff Officer

Exhibit A



City and Borough of Sitka
DEPARTMENT OF PUBLIC WORKS
100 LINCOLN STREET • SITKA, ALASKA 99835
TEL (907) 747-1804 FAX (907) 747-3158

**Griffith Island /
Lord Baranof Y.C.
Site Plan**

DRAWN: PAR	SCALE: 1" = 100'
CHECKED: BBD	DATE: 6.6.01
DRAWING NAME: GRIFFITH	
SHEET NO. 1	1







LAND LEASE BID PROPOSAL FORM

To: City and Borough of Sitka
Attention: Municipal Clerk
100 Lincoln Street
Sitka, Alaska 99835

Having read the Invitation to Bid and Instruction to Bidders, I hereby submit a bid to lease the land and structure known and described as 725 Siginaka Way (Griffith Island, U.S. Survey 3377). It is approximately 1,000 square feet subject to the terms within the Invitation to Bid, Instructions to Bidders, Sitka General Code, and the following terms.

If my bid is provisionally accepted subject to further City Assembly approval of contract terms, I agree to furnish to the City and Borough of Sitka, within 10 days of "Notice of Acceptance of Bid," payment equivalent to one month's lease payment as a deposit; and once the City Approves the lease, I promise to furnish an executed lease agreement to the satisfaction of all parties and tender all payments as due.

MINIMUM LAND AND STRUCTURE LEASE BID: \$4,491.00 annually plus sales tax (\$374.25 per month plus sales tax)

Land Lease Bid Amount: \$ 6,000.00 Annually (\$500.00/month) 1st yr. paid in advance

Proposed Term of Lease (minimum 5 years): 5 years


Sale of Included Surplus Property: Having read the Invitation to Bid and Instructions to Bidders, I hereby acknowledge that if my Land Lease Bid is accepted and executed, I agree that the surplus property becomes the property of the winning bidder whom assumes all rights, liabilities, and risk associated with the surplus property, upon receipt of the notice of acceptance subject to fulfillment of the payment obligations under the lease.

SUBMITTED BY:

Name: William Akan + April Wheldon

Mailing Address: P.O. Box 6370 Sitka, Ak 99835

Phone Number: 206-730-3369

Signature:  April Wheldon

Proposal for 725 Siginaka Way
Sitka, AK 99835

City and Borough of Sitka
Attn: Planning Commission
100 Lincoln Street
Sitka, AK 99835

April Wheldon
P.O. Box 6370
Sitka, AK 99835
(360) 595-3147
april_tori@yahoo.com

Dear Planning Commission,

Thank you for your consideration on the land lease for 725 Siginaka Way. I have been very interested in this property for some time. I have extensive experience in the food service industry from food preparation and bartending to fine dining food service. I have many plans and ideas for the success of this small business. I would like to be open for business as soon as possible. The harbor area is already becoming busy for the fishing season. Thank you again for your consideration.

Sincerely,

April Wheldon

725 Siginaka Way Proposal:

Mission:

My mission is to provide the public with early morning beverages and healthy breakfast food options in a timely and convenient manor. I will provide quality coffee at a competitive price and special daily sweet and savory breakfast options.

Plan:

My plan is to renovate the property and structure so that it is safe, secure, and pleasing to the eye. I will clean up the lot and provide seating with some weather-protected areas. Renovations will include improvements to the main structure, storage unit and will also include the landscaping of the lot.

Goals:

My goal is to have "Latte Landing" open to the public and providing them with stellar products and excellent early morning service that continues throughout the day!



City & Borough of Sitka, Alaska

Selected Parcel: 617 KATLIAN ID: 15408000

Printed 3/30/2017 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>

50 m
100 ft



MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

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Parcel ID: 15010000
ALASKA PREMIER CHARTERS, INC.
ALASKA PREMIER CHARTERS, INC.
P.O. BOX 2300
SITKA AK 99835-2300

Parcel ID: 15015000
JUAN/THERESA BELCHER/WEISER
BELCHER, JUAN & WEISER, THERESA
P.O. BOX 1505
SITKA AK 99835-1505

Parcel ID: 15020000
ALASKA PREMIER CHARTERS, INC.
ALASKA PREMIER CHARTERS, INC.
P.O. BOX 2300
SITKA AK 99835-2300

Parcel ID: 15030001
NORTH PACIFIC SEAFOODS, INC.
NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109

Parcel ID: 15030002
K & R ENTERPRISES, INC.
USFS BLDG
K & R ENTERPRISES, INC.
300 W. 123RD AVE
ANCHORAGE AK 99515

Parcel ID: 15031000
K & R ENTERPRISES, INC.
% JAY KASSNER
K & R ENTERPRISES
300 W. 123RD AVE
ANCHORAGE AK 99515

Parcel ID: 15060000
KATLIAN COMMERCIAL
PROPERTIES, LLC
KATLIAN COMMERCIAL PROPERTIES,
LLC
117 GRANITE CREEK RD, STE 201
SITKA AK 99835

Parcel ID: 15406000
K & R ENTERPRISES, INC.
% JAY KASSNER
K & R ENTERPRISES, INC.
300 W. 123RD AVE
ANCHORAGE AK 99515

Parcel ID: 15408000
CITY & BOROUGH OF SITKA
THOMSEN BOAT HARBOR
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 15630000
CITY & BOROUGH OF SITKA
TURNAROUND
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 15651000
CITY & BOROUGH OF SITKA
TURNAROUND (LESSEE: C.A.P)
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 15652000
MARY/DALE/DUANE VILANDRE
VILLANDRE, MARY LOU, DALE &
DUANE
803 HALIBUT POINT RD, #6
SITKA AK 99835

P&Z Mailing
March 27, 2017

