



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 17-07
Proposal: Request for short-term rental at 112 Toivo Circle
Applicant: John and Alison Dunlap
Owner: John and Alison Dunlap
Location: 112 Toivo Circle
Legal: Lot 7 Fleming Subdivision
Zone: R-1 MH single family, duplex and manufactured home zoning district
Size: 9664 square feet
Parcel ID: 2-5560-007
Existing Use: Residential
Adjacent Use: Residential
Utilities: Full city services
Access: Toivo Circle to Halibut Point Road

KEY POINTS AND CONCERNS:

1. **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.
2. **Other Major Points:**
 - **Rental unit:** three bed/three bath, single family detached structure
 - **Safety:** sufficient parking on-site, access from city street, safety inspection to be conducted by Fire Marshal if approved
 - **Neighborhood harmony:** large lot provides buffer space, potential impacts of short-term rentals on long-term rental rates, the owner wishes to rent the unit short-term until the property sells (currently listed for sale)

RECOMMENDATION:

Staff recommends that the Planning Commission find CUP 17-07 to be consistent with Sitka General Code Title 22 and the Comprehensive Plan and to approve the conditional use permit application for a short-term rental at 112 Toivo Circle.

ATTACHMENTS

Attachment A: Vicinity Map
Attachment B: Aerial Vicinity Map
Attachment C: Zoning Map
Attachment D: Site Plan
Attachment E: Floor Plan
Attachment F: Subdivision Plat

Attachment G: Parcel Pictures
Attachment H: Application
Attachment I: Flood Zone Map
Attachment J: Mailing List
Attachment K: Proof of Payment
Attachment L: Warranty Deed

BACKGROUND/PROJECT DESCRIPTION

The request is for a conditional use permit for a short-term rental unit at 112 Toivo Circle in the R-1 MH single family, duplex and manufactured home zoning district. The property will meet the 2 parking space requirement for a single-family residence. The property is currently listed for sale and the applicant states the intention to rent the house on VRBO until the property is sold. The house has 3 bedrooms and 3 bathrooms. The property is accessed Toivo Circle, a public street. Currently, there are no short-term rental type properties approved on Toivo Circle.

The R-1 MH 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.¹

Neighbors have raised concerns for having a rental on the small street with no secondary way out, dust on the dirt road, bears, lack of on-street parking, and changing the atmosphere of the neighborhood.

ANALYSIS

1. CRITERIA TO BE USED IN DETERMINING THE IMPACT OF CONDITIONAL USES.²

a. Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses:

The property provides on-site parking in excess of the required 2 spaces. Owners should provide traffic circulation information to tenants, and all parking should occur on-site.

b. Amount of noise to be generated and its impacts on surrounding land use: Vacationers may create more noise than long-term residents. The provision of a rental overview and ability to address concerns can provide mitigation.

¹ Table 22.16.015-1 and Sections 22.24.010(B) and (C) (Bed and Breakfast and Short-term Rental respectively).

² § 22.24.010.E

c. Odors to be generated by the use and their impacts: Improperly handled garbage may create odors and attract bears. Proper garbage management instructions should be included in the rental overview.

d. Hours of operation: Unit to be rented until the house is sold.

e. Location along a major or collector street: Toivo Circle to Halibut Point Road.

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

g. Effects on vehicular and pedestrian safety: Toivo Circle has appropriate signage which should assist visitors in finding the property; nonetheless, the owners should provide renters with a rental overview to inform renters of proper access.

h. Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: No different than if occupied by long-term residents or unoccupied.

i. Logic of the internal traffic layout: The applicant has indicated the required on-site parking spaces for a single family residence. Owners should provide traffic circulation information to tenants, and all parking should occur on-site.

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: Large lot provides buffers.

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(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.³ This application conforms to the above sections by creating short-term transient housing. Provision of a rental overview would mitigate possible concerns for traffic and noise.

³ Comprehensive Plan 2.5.11, 2.10.3, and 2.10.4.

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.^{4 5}

Concerns for bears, traffic, and parking can be mitigated through conditions of approval.

FINDINGS⁶

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, *specifically, the lot exceeds size requirements and foliage provides buffers.*
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 2.6.2(K), which supports facilities to accommodate visitors that do not impact surrounding residential neighborhoods any more than typical residential uses.*
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced, *specifically, through the provision of a rental overview.*

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 112 Toivo Circle subject to the attached conditions of approval. The property is also known as Lot 7 Fleming Subdivision. The request is filed by John and Alison Dunlap. The owners of record are John and Alison Dunlap.

⁴ Planning: The Magazine of the American Planning Association, February 2016, p. 31

⁵ Gurran & Phibbs article in JAPA Volume 83 Issue 1

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

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. The property owner shall register for a sales account prior to the Conditional Use Permit becoming valid.
8. To mitigate against the risk and impact of bears from the short term rental, the property owner shall assure all trash is deposited in trash receptacles that are stored in bear proof areas (whether enclosed garage or other bear proof area) and only placed on street for collection after 4am on trash collection day. Should this condition not be followed the CUP shall be revoked.
9. To mitigate against parking and traffic impacts, property owner shall provide detailed parking and traffic rules, and shall ensure all parking for all uses (residential or short-term rental) shall occur off-street, on-site and further that should on-street parking occur at any time, the conditional use permit shall be revoked.
10. The property owner shall communicate to renters that a violation of these conditions of approval will be grounds for eviction of the short-term renters.
11. Failure to comply with any of the above conditions may result in revocation of the conditional use permit.





City & Borough of Sitka, Alaska

Selected Parcel: 112 TOIVO ID: 25560007

Printed 3/6/2017 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>



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City & Borough of Sitka, Alaska

Selected Parcel: 112 TOIVO ID: 25560007

Printed 3/6/2017 from <http://www.mainstreetmaps.com/ak/sitka/internal.asp>

50 m
100 ft

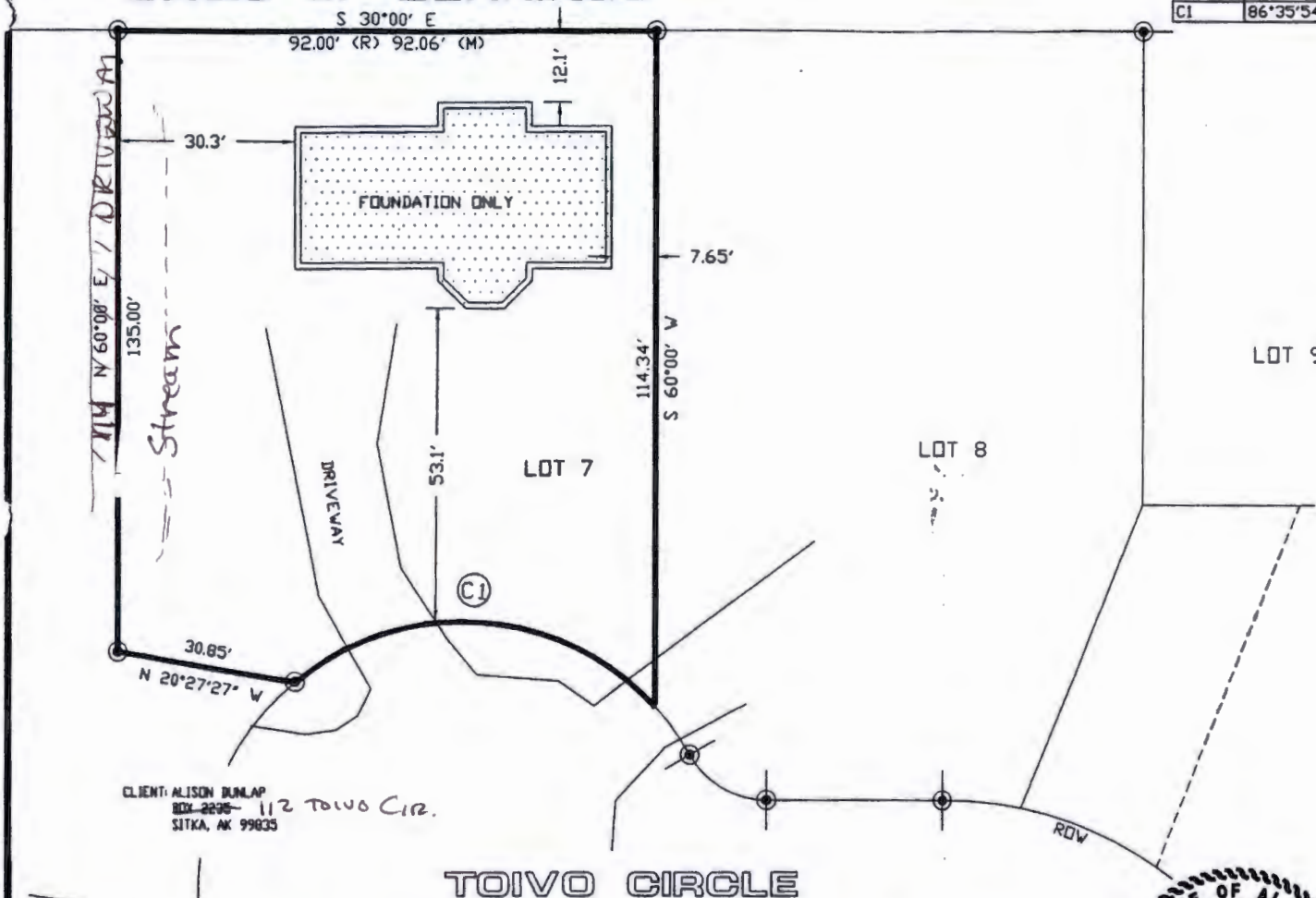


MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

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BASIS OF BEARINGS

CURVE DATA					
NUMBER	DELTA ANGLE	RADIUS	ARC LENGTH	CHORD DIRECTION	CHORD LENGTH
C1	86°35'54"	45.00	68.01	N 26°04'30" W	61.72

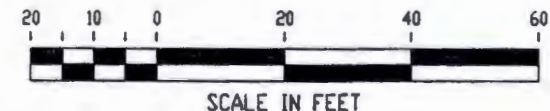


LEGEND

- PRIMARY BRASS CAP (RECOVERED)
- ⊙ REBAR AND ALUMINUM CAP (RECOVERED)
- (R) RECORD DATA
- (C) COMPUTED DATA
- (M) MEASURED DATA

PLAT NOTES

1. OFFSET DISTANCES ARE SHOWN TO THE NEAREST ONE HALF FOOT FROM THE PROPERTY LINE TO THE IMPROVEMENT.
2. THIS PLAT DOES NOT MEET MINIMUM STANDARDS FOR BOUNDARY SURVEYS, AS SET FORTH BY THE ALASKA SOCIETY OF PROFESSIONAL LAND SURVEYORS (A.S.P.L.S.)
3. THIS PLAT IS NOT TO BE SCALED FROM, USE GIVEN DIMENSIONS ONLY.
4. UNDERGROUND UTILITIES, IF ANY, ARE NOT SHOWN ON THIS PLAT.



TOIVO CIRCLE

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I HAVE SURVEYED THE PROPERTY DESCRIBED ON THIS PLAT. I DECLARE THAT IMPROVEMENTS AND VISIBLE ENCROACHMENTS HAVE BEEN ESTABLISHED TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF. THIS SURVEY IS FOR THE USE OF LENDING INSTITUTIONS SPECIFICALLY TO SHOW ANY CONFLICTS BETWEEN EXISTING STRUCTURES AND PLATTED LOT LINES OR EASEMENTS. UNDER NO CIRCUMSTANCES SHOULD THE DATA HEREON BE USED FOR POSITIONING ADDITIONAL STRUCTURES, BUILDING FENCES, OR LOCATING BOUNDARY LINES. IT IS THE RESPONSIBILITY OF THE OWNER TO VERIFY THAT IMPROVEMENTS SITUATED ON THIS PARCEL MEET ALL SUBDIVISION COVENANTS AND ZONING ORDINANCES. 0 CORRS. SET.

1/8/01
DATE

Patrick K. O'Neill
PATRICK K O'NEILL LS 6304



O'NEILL

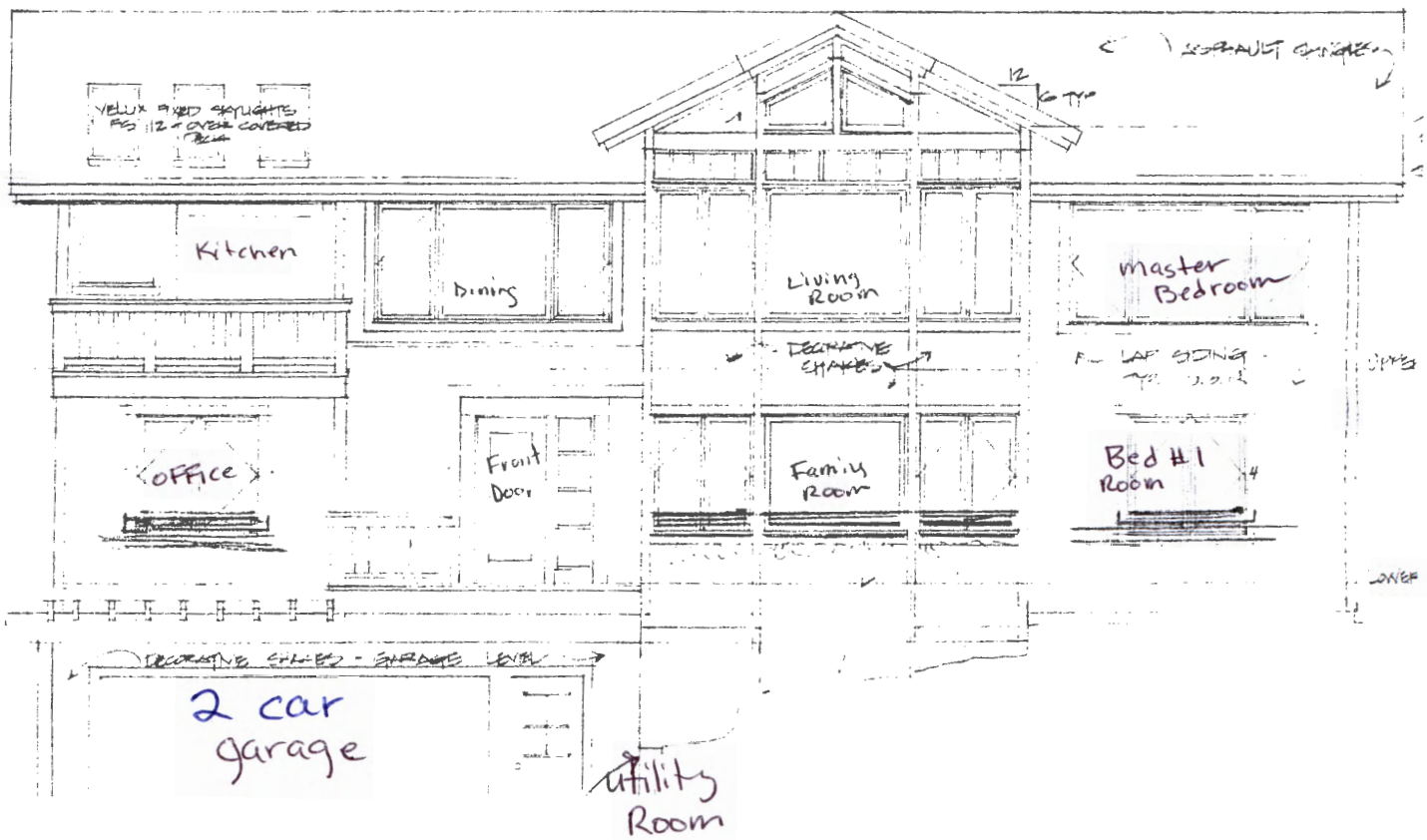
SURVEYING AND ENGINEERING

P.O. BOX 1849 SITKA, ALASKA 99835

**FOUNDATION ONLY
AS-BUILT SURVEY**

LOT 7, FLEMING SUBDIVISION

DRAWN BY: GUS/ACAD
CHECKED BY: PND
DATE PLATTED: 1-5-01
DATE SURVEYED: 1-5-01
SCALE: 1"=20'
SURVEYOR: PATRICK K. O'NEILL
PROJ NO: 20220-02-00

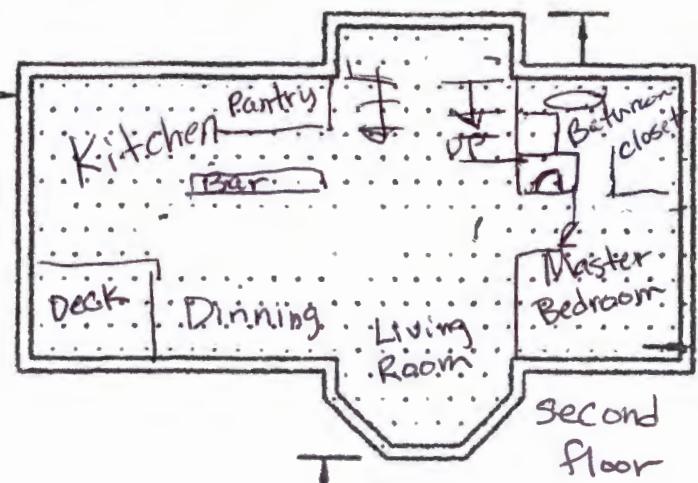


Renting whole house
 3 queen bedrooms
 3 Bathrooms

92.00' (R) 92.06' (M)

12.1'

30.3'

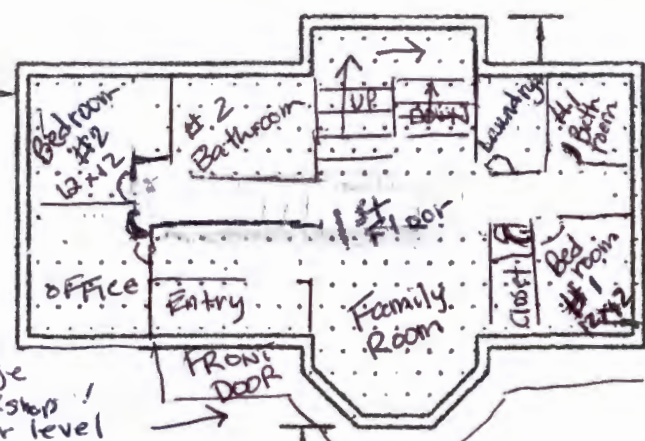


7.65'

114.34'
60'00' W

N 60'00' E
135.00'

30.3'



7.65'

114.34'
60'00' W

N 60'00' E
135.00'

garage workshop lower level

Drive way

Front Door

Gardens & Deck

CERTIFICATE OF OWNERSHIP AND DEDICATION

WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ADAPT THIS PLAN OF SUBDIVISION WITH OUR FREE CONSENT AND DEDICATE ALL VESTED, ACQUIRED, UNLAWFUL, AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS SHOWN.

DATE: 11-10-99
 DATE: 11/10/99
 DATE: 11/10/99

NOTARY'S ACKNOWLEDGMENT

US OF AMERICA
 STATE OF ALASKA
 CITY & BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS 10th DAY OF November, 1999, before me, the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared John M. Fleming, Charles J. Stelmach, William J. Parsons, John M. Fleming, Charles J. Stelmach, William J. Parsons, to be known to be the identical individuals mentioned and who executed the within plat and they acknowledged to me that they 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.

John M. Fleming
 Notary Public in and for the State of Alaska
 MY COMMISSION EXPIRES 11/18/2001

CERTIFICATE STATE OF ALASKA (FIRST JUDICIAL DISTRICT)

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND ASSESSOR FOR THE CITY & BOROUGH OF SITKA, HEREBY CERTIFY THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY & BOROUGH OF SITKA, IN THE NAME OF John M. Fleming, Charles J. Stelmach, William J. Parsons, 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, and I have made for the record this 10th day of November, 1999.

John M. Fleming
 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 PLANNING BOARD, AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD BY PLAT REGULATION NO. 11-27-99, DATED 11-27-99, IN USE, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, SITKA, ALASKA.

DATE: 11-10-99
John M. Fleming
 DISTRICT MAGISTRATE, EX-OFFICIO RECORDER

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 16, PAGE 343-344, DATED July 22, 1999, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT CLERK, EX-OFFICIO RECORDER, SITKA, ALASKA.

DATE: 11/10/99
John M. Fleming
 DISTRICT CLERK, EX-OFFICIO RECORDER

CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

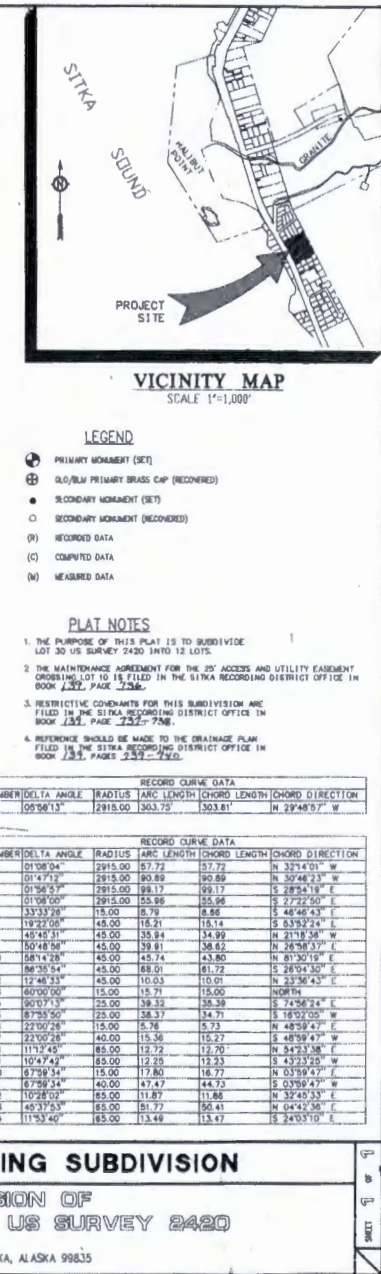
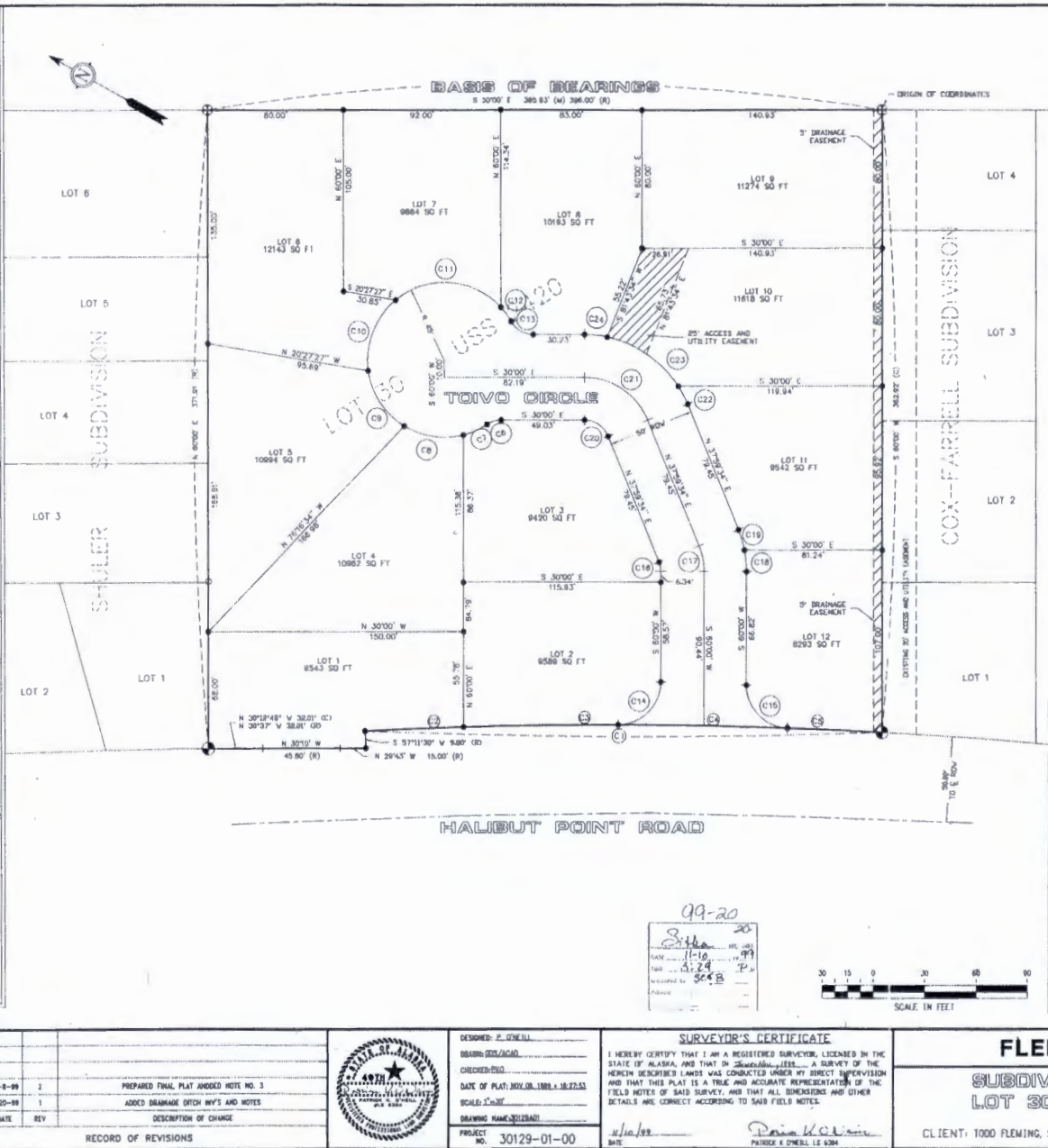
I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND FINANCE DIRECTOR FOR THE CITY & BOROUGH OF SITKA, DO HEREBY CERTIFY THAT ACCORDING TO THE RECORDS OF THE CITY & BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE RECORDS IN THE NAME OF John M. Fleming, Charles J. Stelmach, William J. Parsons, and that according to the records in my possession, all L.L.O.'s assessed against said lands and in favor of the City & Borough of Sitka are paid in full.

DAIED THIS 10th day of November, 1999, at SITKA, ALASKA.

John M. Fleming
 FINANCE DIRECTOR
 CITY & BOROUGH OF SITKA

O'NEILL
 LAND SURVEYING AND ENGINEERING

BOX 1849 SITKA, ALASKA 99835
 (907) 747-6700













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: Our home has been on market for just about 1 yr. As we are moving onto a boat here locally we would like to rent our home as a short term rental (VRBO). As to continue to be able to make mortgage payments until our home sells. (see back page)

PROPERTY INFORMATION:

CURRENT ZONING: R-1 MH PROPOSED ZONING (if applicable): _____

CURRENT LAND USE(S): Single family home PROPOSED LAND USES (if changing): Short term rental (VRBO)

APPLICANT INFORMATION:

PROPERTY OWNER: John Dunlap / Alison Dunlap

PROPERTY OWNER ADDRESS: 112 TOIVO Circle

STREET ADDRESS OF PROPERTY: 112 TOIVO Circle

APPLICANT'S NAME: Alison Dunlap

MAILING ADDRESS: 112 TOIVO Circle Sitka AK 99835

EMAIL ADDRESS: _____ DAYTIME PHONE: _____

PROPERTY LEGAL DESCRIPTION:

TAX ID: 25560007 LOT: 7 BLOCK: _____ TRACT: _____

SUBDIVISION: Fleming US SURVEY: _____

OFFICE USE ONLY

COMPLETED APPLICATION	☒	SITE PLAN	☒
NARRATIVE	☒	CURRENT PLAT	☒
FEE	☒	PARKING PLAN	☒

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.

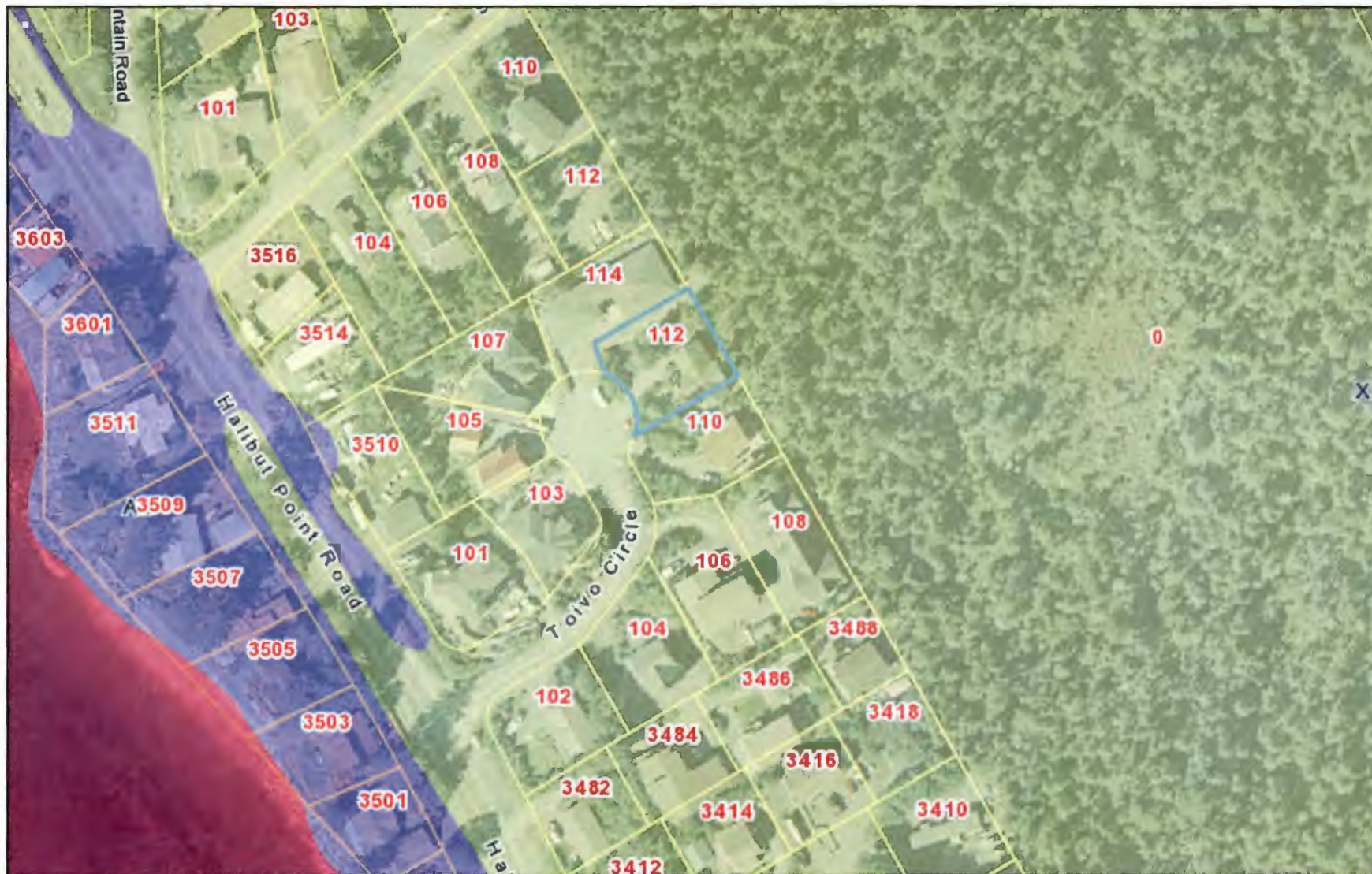

Owner

2/22/2017
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)

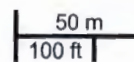
Date



City & Borough of Sitka, Alaska

Selected Parcel: 112 TOIVO ID: 25560007

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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: 25557000
PATRICK/CORAL CRENNNA
CRENNNA, PATRICK, J. & CORAL
3486 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 25560002
KJERSTI/JASON KOSKINEN
KOSKINEN, KJERSTI & JASON
101 TOIVO CIR
SITKA AK 99835-9552

Parcel ID: 25560005
JOHN/RAL HARDWICK/WEST REV.
LIVING TRUST
HARDWICK, JOHN/WEST, RAL
107-A TOIVO CIRCLE
SITKA AK 99835

Parcel ID: 25560008
GARY/DIXIE PETERSON
PETERSON, GARY/DIXIE
110 TOIVO CIRCLE
SITKA AK 99835

Parcel ID: 25560011
DAVID PAPOI
PAPOI, DAVID, A.
104 TOIVO CIR
SITKA AK 99835

Parcel ID: 25570002
KENNETH KUBIK
KUBIK, KENNETH, G.
3516 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 25570005
GARY/LYNDENE DOWNIE
DOWNIE, GARY, L./LYNDENE
108-A SHULER DR.
SITKA AK 99835

Parcel ID: 25555001
KINGFISHER CHARTERS, LLC
KINGFISHER CHARTERS, LLC
P.O. BOX 1781
SITKA AK 99835-1781

Parcel ID: 25558000
JEFFREY WHEELER
WHEELER, JEFFREY, C.
3488 HALIBUT POINT RD.
SITKA AK 99835

Parcel ID: 25560003
JOSEPH/KIMBERLY CASTRO
CASTRO, JOSEPH/KIMBERLEY
1262 CAVAN ST
BOULDER CO 80303-1602

Parcel ID: 25560006
VAUGHN/AMY MORRISON
MORRISON, VAUGHN & AMY
114 TOIVO CIRCLE
SITKA AK 99835

Parcel ID: 25560009
MICHAEL/KAREN WHITE
WHITE, MICHAEL, C./KAREN, J.
108 TOIVO CIRCLE
SITKA AK 99835

Parcel ID: 25560012
RICHARD/DEBBIE DOLAND
DOLAND, RICHARD/DEBBIE
P.O. BOX 1714
SITKA AK 99835-1714

Parcel ID: 25570003
JULIA/ALAN BIXBY/ANDERSEN
BIXBY, JULIA & ANDERSEN, ALAN
2041 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 25570061
DAVID/PAULLA HARDY
HARDY, DAVID, M./PAULLA, M.
P.O. BOX 6032
SITKA AK 99835-6032

Parcel ID: 25556000
CARLETON/PATRIC ROBINSON
ROBINSON, CARLETON & PATRICIA
3484 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 25560001
TODD FLEMING
FLEMING, TODD, M.
1107-A EDGE CUMBE DR
SITKA AK 99835

Parcel ID: 25560004
SUZANNE/BRUCE SHEA/WHITE
SHEA, SUZANNE/WHITE, BRUCE
105 TOIVO CIR
SITKA AK 99835

Parcel ID: 25560007
JOHN/ALISON DUNLAP
DUNLAP, JOHN/ALISON
112 TOIVO CIRCLE
SITKA AK 99835

Parcel ID: 25560010
MICHAEL WHITE
WHITE, MICHAEL, E.
106 TOIVO CIRCLE
SITKA AK 99835

Parcel ID: 25570001
WILLIAM/GERTRUD SHAYEN
SHAYEN, WILLIAM/GERTRUDE
P.O. BOX 1595
SITKA AK 99835-1595

Parcel ID: 25570004
CHARLOTTE A. CANDELARIA
REVOCABLE TRUST
CANDELARIA, CHARLOTTE,
VANCHURA
106 SHULER DR.
SITKA AK 99835

Parcel ID: 25570062
DAVID/PAULLA HARDY
HARDY, DAVID, M./PAULLA, M.
P.O. BOX 6032
SITKA AK 99835-6032

P&Z Mailing
April 7, 2017

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: 25555001
KINGFISHER CHARTERS, LLC
KINGFISHER CHARTERS, LLC
P.O. BOX 1781
SITKA AK 99835-1781

Parcel ID: 25556000
CARLETON/PATRIC ROBINSON
ROBINSON, CARLETON & PATRICIA
3484 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 25557000
PATRICK/CORAL CRENN
CRENN, PATRICK, J. & CORAL
3486 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 25558000
JEFFREY WHEELER
WHEELER, JEFFREY, C.
3488 HALIBUT POINT RD.
SITKA AK 99835

Parcel ID: 25560001
TODD FLEMING
FLEMING, TODD, M.
1107-A EDGE CUMBE DR
SITKA AK 99835

Parcel ID: 25560002
KJERSTI/JASON KOSKINEN
KOSKINEN, KJERSTI & JASON
101 TOIVO CIR
SITKA AK 99835-9552

Parcel ID: 25560003
JOSEPH/KIMBERLY CASTRO
CASTRO, JOSEPH/KIMBERLEY
1262 CAVAN ST
BOULDER CO 80303-1602

Parcel ID: 25560004
SUZANNE/BRUCE SHEA/WHITE
SHEA, SUZANNE/WHITE, BRUCE
105 TOIVO CIR
SITKA AK 99835

Parcel ID: 25560005
JOHN/RAL HARDWICK/WEST REV.
LIVING TRUST
HARDWICK, JOHN/WEST, RAL
107-A TOIVO CIRCLE
SITKA AK 99835

Parcel ID: 25560006
VAUGHN/AMY MORRISON
MORRISON, VAUGHN & AMY
114 TOIVO CIRCLE
SITKA AK 99835

Parcel ID: 25560007
JOHN/ALISON DUNLAP
DUNLAP, JOHN/ALISON
112 TOIVO CIRCLE
SITKA AK 99835

Parcel ID: 25560008
GARY/DIXIE PETERSON
PETERSON, GARY/DIXIE
110 TOIVO CIRCLE
SITKA AK 99835

Parcel ID: 25560009
MICHAEL/KAREN WHITE
WHITE, MICHAEL, C./KAREN, J.
108 TOIVO CIRCLE
SITKA AK 99835

Parcel ID: 25560010
MICHAEL WHITE
WHITE, MICHAEL, E.
106 TOIVO CIRCLE
SITKA AK 99835

Parcel ID: 25560011
DAVID PAPOI
PAPOI, DAVID, A.
104 TOIVO CIR
SITKA AK 99835

Parcel ID: 25560012
RICHARD/DEBBIE DOLAND
DOLAND, RICHARD/DEBBIE
P.O. BOX 1714
SITKA AK 99835-1714

Parcel ID: 25570001
WILLIAM/GERTRUD SHAYEN
SHAYEN, WILLIAM/GERTRUDE
P.O. BOX 1595
SITKA AK 99835-1595

Parcel ID: 25570002
KENNETH KUBIK
KUBIK, KENNETH, G.
3516 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 25570003
JULIA/ALAN BIXBY/ANDERSEN
BIXBY, JULIA & ANDERSEN, ALAN
2041 HALIBUT POINT RD
SITKA AK 99835

Parcel ID: 25570004
CHARLOTTE A. CANDELARIA
REVOCABLE TRUST
CANDELARIA, CHARLOTTE,
VANCHURA
106 SHULER DR.
SITKA AK 99835

Parcel ID: 25570005
GARY/LYNDENE DOWNIE
DOWNIE, GARY, L./LYNDENE
108-A SHULER DR.
SITKA AK 99835

Parcel ID: 25570061
DAVID/PAULLA HARDY
HARDY, DAVID, M./PAULLA, M.
P.O. BOX 6032
SITKA AK 99835-6032

Parcel ID: 25570062
DAVID/PAULLA HARDY
HARDY, DAVID, M./PAULLA, M.
P.O. BOX 6032
SITKA AK 99835-6032

P&Z Mailing
March 10, 2017

INVOICE

CITY AND BOROUGH OF SITKA

100 LINCOLN STREET, SITKA ALASKA 99835

DATE: 2/27/17

To: Dunlap

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

Variance.....	
Conditional Use Permit.....	<u>100.00</u>
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.....	<u>5.00</u>
TOTAL.....	<u>105.00</u>

Thank you

PAID
FEB 27 2017
CITY & BOROUGH OF SITKA

WHEN RECORDED RETURN TO:

SITKA
RECORDING DISTRICT

REQUESTED BY STA

Name: JOHN DUNLAP and ALISON DUNLAP
Address: P.O. BOX 2235
SITKA, ALASKA 99835

BOOK 0139 PAGE 769

WARRANTY DEED**THIS INDENTURE**, made and entered into this 12 day of NOVEMBER, 1999 by and between

TODD FLEMING, a single person GERALD D. FLEMING and SUSAN J. FLEMING, husband and wife

whose mailing address is: 1924 A Dodge Circle, Sitka, AK 99835

GRANTOR, and

JOHN DUNLAP and ALISON DUNLAP HUSBAND and WIFE

whose mailing address is: P.O. BOX 2235, SITKA, ALASKA 99835

GRANTEE,**WITNESSETH:**

That the said Grantor, for and in consideration of the sum of \$10.00 and other good and valuable consideration, does by these presents convey and warrant unto said Grantee, all of the following described property, to wit:

Lot Seven (7), FLEMING SUBDIVISION, according to the plat thereof filed November 10, 1999 as Plat No. 99-20, Sitka Recording District, First Judicial District, State of Alaska

SUBJECT TO covenants, conditions, easements, restrictions, reservations and rights-of-way of record, if any.**TO HAVE AND TO HOLD** the premises, with the appurtenances unto the said Grantee, and to its heirs and assigns forever.

Dated: NOVEMBER 12, 1999


TODD FLEMING
GERALD D. FLEMING
SUSAN J. FLEMING

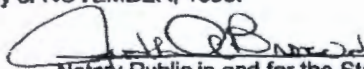
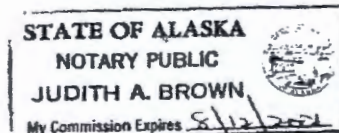
STATE OF ALASKA

FIRST JUDICIAL DISTRICT

)
) ss.
)

On this day personally appeared before me: TODD FLEMING and GERALD D. FLEMING and SUSAN J. FLEMING to me known to be the individual(s) described in and who executed the above and foregoing instrument, and acknowledged to me that they signed the same freely and voluntarily for the uses and purposes therein mentioned.

WITNESS my hand and official seal this 12 day of NOVEMBER, 1999.


Notary Public in and for the State of Alaska
My commission expires: August 12, 2001