


# City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

*Coast Guard City, USA*

## MEMORANDUM

**To:** Keith Brady, Municipal Administrator  
Mayor Paxton and Members of the Assembly

**From:** Scott Brylinsky, Planning and Community Development Interim Director 

**Subject:** Ordinance for sale of portion of Eagle Way Right-of-Way, adjacent to 1318 Sawmill Creek Road, to Adam Chinalski

**Date:** February 5, 2019

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### Background

In April 2018 Adam Chinalski applied to purchase a 1660 square foot portion right of way on Eagle Way, adjacent to 1318 Sawmill Creek Road. The intended use is to provide additional parking for Grandma Tillie's Bakery.

The parcel has been determined to be surplus to city needs.

Consistent with established procedure for sale of small parcels of city lands, the request went before the Planning Commission for consideration. At its July 26, 2018 meeting, the Planning Commission voted to recommend approval of the sale subject to the following recommended conditions:

- 1) Approval of all existing and proposed utility easements by the Public Works Director, Electric Utility Director, and Municipal Attorney;
- 2) Maintaining access to Eagle Way Lift Station and associated force main (without paving over it until project is complete);
- 3) Applicant shall prepare a third party fair market appraisal to assist staff and the assembly in determining fair value for the purchase;
- 4) Applicant shall prepare a preliminary and final plat prepared by a licensed surveyor;
- 5) Portion of right of way to be purchased shall be unified with the existing lot (portion of US Survey 2355) and shall remain unified (should not be sold separate from main lot and this shall be noted on plat); and

- 6) Shall follow the appropriate process (see above for illustrative process, but note, process may change to meet needs and requirements of City).

Applicant shall provide a survey showing existing lot and proposed purchase that includes property lines (existing and proposed) and square footage of each area. As well as existing and proposed easements/utilities.”

All conditions have been met.

### **Valuation**

A third party appraiser valued the property. The City Assessor confirmed the valuation at \$22,100.

### **Recommendation**

**RECOMMENDED ACTION:** Pass a motion to approve the vacation and sale ordinance.