



## CITY & BOROUGH OF WRANGELL PUBLIC HEARING AGENDA

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**Tuesday, April 26, 2016**  
**6:30 – 7:00 p.m.**

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**Location: Assembly Chambers, City Hall**

1. Call to Order
2. Roll Call
3. Public Hearing Items:
  - a. **PROPOSED ORDINANCE No. 916:** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 3.32, MEDICAL CENTER AND LONG-TERM CARE FACILITY BOARD AND ADMINISTRATION, OF THE WRANGELL MUNICIPAL CODE, TO REDUCE THE NUMBER OF BOARD MEMBERS FROM NINE TO SEVEN AND PROVIDE FOR A TRANSITION PROVISION TO IMPLEMENT THIS ORDINANCE *(second reading)*
  - b. Approval of an agreement with Mike Allen Jr. for the purpose of harvesting blow down trees on Borough owned Institute property
  - c. Request for a Contract Zone for a Transportation office, storage, and equipment maintenance area on Lot A and Lot A-1A Torgramsen-Prunella Subdivision, Zoned Commercial and Single Family Residential, requested by Wrangell Cooperative Association Transportation Manager, William Willard, owned by Steve Prunella
4. Written Testimony
5. Oral Testimony
6. Adjournment

# **Agenda Item 3a**

## **CITY & BOROUGH OF WRANGELL**

### **BOROUGH ASSEMBLY PUBLIC HEARING AGENDA ITEM April 26, 2016**

#### **INFORMATION:**

**PROPOSED ORDINANCE No. 916:** AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 3.32, MEDICAL CENTER AND LONG-TERM CARE FACILITY BOARD AND ADMINISTRATION, OF THE WRANGELL MUNICIPAL CODE, TO REDUCE THE NUMBER OF BOARD MEMBERS FROM NINE TO SEVEN AND PROVIDE FOR A TRANSITION PROVISION TO IMPLEMENT THIS ORDINANCE  
*(second reading)*

#### **Attachments:**

1. Proposed Ord. 916

CITY AND BOROUGH OF WRANGELL, ALASKA

ORDINANCE NO. 916

AN ORDINANCE OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING CHAPTER 3.32, MEDICAL CENTER AND LONG-TERM CARE FACILITY BOARD AND ADMINISTRATION, OF THE WRANGELL MUNICIPAL CODE, TO REDUCE THE NUMBER OF BOARD MEMBERS FROM NINE TO SEVEN AND PROVIDE FOR A TRANSITION PROVISION TO IMPLEMENT THIS ORDINANCE

**WHEREAS**, at their regular board meeting held on March 16, 2016, the Wrangell Medical Center Board voted unanimously to approve a recommendation to the Assembly that the number of members on the Wrangell Medical Center Board be reduced from nine to seven, and

**WHEREAS**, the Wrangell Medical Center Board requested that this change be implemented by reducing from three to one the number of seats whose terms expire October 2016, thereby reducing the number of such seats available to be filled at the October 2016 regular election from three to one; and

**WHEREAS**, this ordinance will not impact the terms of the Board seats that expire in 2017 (two seats), 2018 (two seats) and 2019 (two seats); and

**WHEREAS**, the Borough Assembly approved moving forward with this ordinance to reduce the membership of the Wrangell Medical Center Board from nine to seven , and to include a Transition Provision to implement this change; and

**WHEREAS**, upon implementation of this ordinance, the staggered 4-year terms on the Board will rotate annually as follows: 1-2-2-2, instead of the current 3-2-2-2 rotation.

**NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA:**

[The changes to the existing code are shown as follows: the words that are underlined are to be added and the words that are **[bolded and in brackets are to be deleted]**.]

SEC. 1.        Action.    The purpose of this ordinance is to amend Sections 3.32.005, Established – Composition, and 3.32.007, Membership – Appointment - Terms, of the Wrangell Municipal Code, to reduce number of members on the Wrangell Medical Center Board from nine to seven and provide for a Transition Provision to implement this ordinance.

SEC. 2.        Amendment.    Section 3.32.005 of the Wrangell Municipal Code is amended to read:

### **3.32.005 Established – Composition.**

There is established a board, subject to the ordinances set out and adopted in this chapter, to be known as the “Wrangell Medical Center and Long-Term Care Facility board,” designated in this chapter as “board” or “hospital board[,.]” [**presently composed of nine members.**] Board members shall be qualified electors of the borough.

SEC. 3.        Amendment. Section 3.32.007 of the Wrangell Municipal Code is amended to read:

### **3.32.007 Membership – Appointment – Terms.**

The Wrangell Medical Center and Long-Term Care Facility board shall consist of [**nine**] seven members. No member of the board shall be an employee of the Wrangell Medical Center and Long-Term Care Facility, a tenant of that facility, a contractor that provides medical or health care services to that facility, or an employee of any such tenant or contractor. Members shall be elected by the voters to serve four-year terms. The term of each board member shall continue until his or her successor is elected and has qualified by taking the oath of office. The board shall be reduced from nine to seven members effective upon certification of the October 2016 regular election, this change to be implemented in accordance with the Transition Provision adopted in Section 4 of Ordinance No. 916.

SEC. 4.        Transition Provision. The transition from nine to seven Board members, as provided in Section 2 of this ordinance, shall be implemented as follows:

1.        The three members holding the three Board seats with terms expiring October 2016 shall continue to serve and fulfill their terms on the Board; and
2.        The Borough Clerk shall advertise for one seat with a 4-year term on the Board during the declaration for candidacy period for the upcoming October 4, 2016 regular election;
3.        Upon certification of the October 4, 2016 regular election, there shall be one successful candidate declared who will fill the one seat with a 4-year term expiring October 2020, and two of the seats that expire October 2016 shall be eliminated; and
4.        The terms of the Board seats that expire October 2017 (two seats), October 2018 (two seats), and October 2019 (two seats), and the election of candidates to fill those seats, shall not be affected by this ordinance.



SEC. 5.       Classification. Sections 2 and 3 of this ordinance is of a permanent nature and shall be codified in the Wrangell Municipal Code. Section 4 of this ordinance is a Transition Provision and shall not be codified in the Wrangell Municipal Code.

SEC. 6.       Severability. If any portion of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

SEC. 7.       Effective Date. This ordinance shall be effective upon adoption.

PASSED IN FIRST READING: April 12, 2016.

PASSED IN SECOND READING: \_\_\_\_\_, 2016.

\_\_\_\_\_  
David L. Jack, Mayor

ATTEST:

\_\_\_\_\_  
Kim Lane, Borough Clerk

# **Agenda Item 3b**

## **CITY & BOROUGH OF WRANGELL**

### **BOROUGH ASSEMBLY PUBLIC HEARING AGENDA ITEM April 26, 2016**

#### **INFORMATION:**

Approval of an agreement with Mike Allen Jr. for the purpose of harvesting blow down trees on Borough owned Institute property

#### **Attachments:**

1. Memo from Manager Jabusch
2. Proposal from Mr. Allen
3. Proposed Contract with conditions

## **MEMORANDUM**

**TO: HONORABLE MAYOR AND MEMBERS OF THE ASSEMBLY  
CITY AND BOROUGH OF WRANGELL**

**FROM: JEFF JABUSCH  
BOROUGH MANAGER**

**SUBJECT: Approval of Contract with Mike Allen to Harvest City Timber**

**DATE: April 5, 2016**

### **Previous actions**

- 1.** The planning and zoning approved a temporary use permit for harvesting timber at the city owned institute sight. Although this is a new timber harvest, it is all blow down timber already on the ground.
- 2.** The assembly has previously permitted the sale of timber to Mike Allen without public bid for economic purposes allowed in our code.
- 3.** During our previous process, a concerned citizen contacted us and had some concerns that we were not going about our valuation correctly. Although originally we had talked to the US Forest Service about how they would value the timber and came up with a fair price, we felt it was prudent to expand our knowledge base and have a second opinion. We contacted the State of Alaska's forestry division and they did the survey and came up with a little more value but it cost us to have them perform this service. The net effect was about the same.
- 4.** As we did in the previous sale, we are asking Mike to stock pile any utility trees on the ground that he can't use for firewood once the project is complete.

### **Current Offer**

Mr. Allen has proposed an amount of \$20,000 to harvest the timber on the ground. We have talked to Mike and we feel it is reasonable. During the last harvest, Mike's offer came in close to what the surveyor came up with so we feel comfortable with his estimate and do not plan to have a survey done. The cost of the survey was about \$3,000 to \$4,000.

#### **Attachments:**

1. Contract
2. Offer from Mike Allen
3. Copy of Wrangell Municipal Code relating to sale without public bid

### **Recommended Motion:**

Move to approve the Borough Manager to execute the Agreement between the City and Borough of Wrangell and Mike Allen for the purpose of harvesting blow down trees on the Borough owned Institute property.

CITY CLERK  
MAR 21 2016  
RECEIVED

Mike Allen Enterprizes  
PO Box 158  
Wrangell, AK 99929

March 21, 2016

Jeff Jabusch, Borough City Manager  
City and Borough of Wrangell

Dear Jeff,

I would like to submit an offer of \$20,000.00 for the blow down timber at the 5 mile Institute Site. No new roads would be built, access would be feasible on existing roads.

Mike Allen

Mike Allen Enterprizes

Mike Allen Enterprizes

## **Agreement for the sale of Timber**

The City and Borough of Wrangell has authorized the sale of downed timer at the 5 mile Institute property to Mike Allen.

It was determined that there is substantial downed timer on the institute site in the same general area that Mr. Allen was contracted to log in 2015. It is the desire of the Borough to have the downed timber salvaged before there is no value to it. The Borough is selling this personal property under Wrangell Municipal Code 5.10.062 Disposition of personal property for economic development purposes. A summary of this section was presented to the assembly at their April 12, 2016 regular meeting. A public hearing as required was also conducted on April 12, 2016.

Term: The term of this agreement will begin when both parties have signed this agreement and will end on \_\_\_\_\_, or when all trees have been removed and all conditions are meet, whichever comes first.

### **Terms and Conditions:**

1. The Borough will allow the removal of blow down timer from the 5 mile institute property.
2. The parties agree that the amount due to the borough for the downed timer will be \$20,000.00, due to the Borough before work begins.
3. The parties agree that when there will be no new roads built and that access would be feasible on existing roads on the institute (Borough) property.
4. The Borough shall not be responsible for any loss of property, damage to property or loss of personal articles. The Borough shall not be liable for any loss or damages resulting from fire, theft, accident, vandalism, spray painting, sanding, grinding or any other activity conducted by any other person, regardless of who causes the loss or damages. Mr. Allen, by signing this Agreement, specifically agrees to this provision and specifically agrees to not make any claim against the Borough of any kind or any nature relating to or claiming any loss of or damage to any property.
5. The Borough shall not be responsible for any costs associated with this agreement.
6. Mr. Allen shall provide proof of insurance prior to starting any part of the operation. This will include Workers Compensation Insurance and General Liability insurance in the amount of at least one million dollars (\$1,000,000). The Certificate of Insurance shall name the Borough as an additional insured. Mr. Allen shall not be permitted to begin any part of the operation at all until he has provided the Borough with the General Liability Certificate of Insurance showing the Borough as an additional insured.
7. Mr. Allen shall defend, indemnify, and hold harmless the City and Borough of Wrangell from and against any action or claim of any kind and of any nature, and

from and against all damages of any kind and of any nature to persons or property, including death, and including all administrative claims, penalties, fees, and costs, resulting from or arising out of any actions or omissions by Mr. Allen, or the employees, invitees, representatives, or independent contractors of Mr. Allen.

8. Mr. Allen agrees to stack unwanted utility logs on the side of the access road in a location that is both safe and accessible to the Borough.
9. Mr. Allen agrees and acknowledges that he has had a full opportunity to consult with counsel of his choice and that he is not relying on any statements or representations by the City and Borough of Wrangell or its attorneys in entering this Agreement.
10. Mr. Allen agrees and acknowledges that this Agreement shall not be modified or amended except in writing and that no employee, assembly member, officer, the mayor, representative or volunteer of the Borough has any actual or apparent authority to orally agree to amend or modify this Agreement.

By signing below both parties agree to the terms of the agreement:

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

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Mike Allen

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Jeff Jabusch  
Borough Manager  
The City and Borough of Wrangell

# **Agenda Item 3c**

## **CITY & BOROUGH OF WRANGELL**

### **BOROUGH ASSEMBLY PUBLIC HEARING AGENDA ITEM April 26, 2016**

#### **INFORMATION:**

Request for a Contract Zone for a Transportation office, storage, and equipment maintenance area on Lot A and Lot A-1A Torgramsen-Prunella Subdivision, Zoned Commercial and Single Family Residential, requested by Wrangell Cooperative Association Transportation Manager, William Willard, owned by Steve Prunella

#### **Attachments:**

1. Recommendation and Findings of Fact of the P&Z Commission
2. Staff Report dated April 12, 2016
3. WCA Contract Zone Request
4. Proposed Schematic Site Plan by Corvus Design
5. Letter from Steve Prunella (owner)
6. Plat Maps of the area
7. Minutes excerpt of the April 14, 2016 P&Z PH and Regular Meetings
8. Chapter 20.77 – Contract Zoning

# Memo

To: Kim Lane, City Clerk  
 From: Lavonne Klinke, Planning & Zoning Secretary  
 CC: Assembly Members  
 Date: 4/19/2016  
 RE: Request for a Contract Zone for a Transportation office, maintenance area, and warehouse on Lot A and Lot A-1A Torgramsen-Prunella Subdivision, Zoned Commercial and Single Family Residential, requested by Bill Willard, WCA Transportation Manager, owned by Steve Prunella.

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The Planning and Zoning Commission at their regular meeting of April 14, 2016 unanimously recommend to the Assembly to approve a Contract Zone for a Transportation office, maintenance area and warehouse on Lot A and Lot A-1A Torgramsen-Prunella Subdivision zone Commercial and Single Family Residential.

The following conditions were approved:

1. Approval of site plan should the final design differ from the schematic presented.
2. 25 foot minimum green belt buffers to adjacent properties
3. Lighting that will not affect adjacent properties.

The Commission made the following Findings of Fact, pursuant to WMC 20.76.030 (C):

**1. Justification for the proposed change, including the effect on the objectives of the comprehensive plan:** The proposed use is an asset to the community, providing work, opportunity for new positions. The Commission deems it in the best interest of the community to approve the requested contract zone change in Single Family Residential to Light Industrial for the specific use of a Transportation office, maintenance and warehouse facility on the specific land requested by WCA, owned by Steve Prunella. The use will not be a construction company, per Mr. Willard's letter request, but will be a Transportation office with associated maintenance warehouse and staging area. The activities of the proposed use provides positive benefits to the community. The proposed use may not meet the objectives of the Future Residential Growth of the Comprehensive Plan (Ch 6.8.2) nor does it fall within the Future Growth Map 6-18 for Residential development, but it does meet expectations of employment trends and opportunities. "Economic sectors showing the most growth (Table 4-1) are Local and Tribal Government...." The activities by the Transportation



office to date have created jobs and built roads as well as conducted road and trail improvements for the USFS, and expectations are that the office will grow. The Activity meets Economic Development Policies and Actions, Policy 10: Maintain and support existing businesses and employers, including both private sector and the community's government jobs. The Commission feels it meets Land Use and Future Growth Policies and Actions Policy 32 Designating areas for commercial and industrial development in logical locations to promote economic opportunity and satisfy current and future needs. The Commission believes the proposed transportation related development located in the small commercial nucleus at Wood Street is appropriate.

**2.Effect of the proposed change on property owners, including traffic flow, population, density, parking, sewer and water.** The proposed project should not impact adjacent property owners from traffic or noise. The Commission finds that the impacts to adjacent property owners will be minimal and approved conditions to minimize further some of the potential impacts. Potential concerns include noise, visual, and lighting impacts. The schematic site plan identifies access for employees and equipment via Zimovia Highway on an access road shared between the two lots. Conditions approved by the Commission to minimize other potential impacts include further review of a final Site plan should the final differ from the schematic; require a 25 ' minimum green belt buffers along property lines; and provide lighting that will not affect adjacent properties. The Commission does not believe that traffic flow issues on Zimovia Highway would increase significantly or that sewer and water services should be an issue.

**3.Approval or Disapproval.** The Commission moved to approve the Request for a Contract Zone from Single Family Residential to Light Industrial for a Transportation office, and maintenance warehouse facility on Lot A-1A and Lot A, Torgamsen-Prunella Subdivision, as requested by Wrangell Cooperative Association Transportation Manager William Willard, owned by Steve Prunella with the following conditions:

1. Approval of site plan should the final design differ from the schematic presented.
2. 25 foot minimum green belt buffers to adjacent properties
3. Lighting that will not affect adjacent properties

# *City and Borough of Wrangell*

## Agenda Items G2

Date: April 12, 2016

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Request for a Contract Zone to Light Industrial for a Transportation office and maintenance warehouse facility on Lot A and Lot A-1A Torgamsen-Prunella Subdivision, Zoned Commercial and Single Family Residential, requested by Wrangell Cooperative Association Transportation Manager William Willard, owned by Steve Prunella.

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### **Background:**

The WCA applied to the Commission in November of 2015 requesting a Contract Zone for the same use on property owned by Lisa Torgamsen just south of the property as part of this request. They are now seeking to do the same activities on properties currently owned by Steve Prunella, and because a portion of the lot is zoned residential, must go through the Contract Zone process for this parcel.

### **Findings:**

The Commission is making a recommendation to the Assembly for review.

WCA has been exploring opportunities to develop a Transportation office and yard area for their expanding Roads program and need for larger area for their activities. They have worked cooperatively with the Borough on several road projects, as well as the USFS, and the hope is that the transportation division of WCA will continue to grow, create local jobs, and benefit the community in a variety of ways.

WCA approached the City regarding any remaining lots in the Industrial Park, and any other additional lands that could work. Most sites looked at to date have some issues affecting further development – expensive utility extensions, land development costs due to muskeg, distance, size, and potential land use conflicts. Other areas looked at include the Industrial Park, portion of the Institute Property, Borough lands on the Spur Road and across the street from the Industrial Park and light Industrial lands on Pine Street/Wrangell Avenue. The Assembly, upon reviewing their request for land in the Industrial Park along with other interested parties, directed Staff to work with WCA to find suitable land.

The City has minimal land area available for Industrial or Light Industrial uses.

The WCA had investigated the Torgamsen property sales and inquired as to their zoning. They watched with interest the request for a zone change and subsequent approval of a Contract Zone for a storage unit facility requested by Mr. Glasner on adjacent property.

The remaining land area met their size requirements, utility availability, and surface composition, but needed to have a zoning change to allow the use. WCA sought and received from the Planning and Zoning Commission and the Assembly an approval for a contract zone for an office and maintenance facility on a portion of Lot A-2 Torgramsen – Smith Subdivision.

WCA proposes to utilize the existing building on Lot A-1A as an office building, and develop the remainder of the site for storage and equipment maintenance, what normally is allowed in the Light Industrial district. WCA approached Corvus Design to prepare a schematic site plan to show access, parking, buffers and the maintenance/warehouse facility. The schematic shows the required 25 foot buffer (WMC 20.52.200) to residential and adjacent property.

Lot A-1A of the Torgramsen-Prunella Subdivision is a mixed zone. The original lot area that includes the building is zoned Commercial, but the remainder of Lot A-1A is zoned Single Family Residential. The adjacent lot, Lot A, is zoned Single Family Residential and is the site for the proposed warehouse/maintenance facility.

WCA is requesting the contract zone for Lot A, but should the Commission and the Assembly approve the request, staff would recommend that Lot A-1A be a part of the Contract Zoning Agreement. This will also modify the residential portion of Lot A-1A per their request for a transportation facility including an office and maintenance/warehouse facility. In the future, should the transportation program be dissolved and if the property is sold separately, the dissolution of the Contract Zone could require further review of potential uses on either property.

Primary potential impacts from the proposed use of the WCA would include noise, traffic, and lighting. The facility is adjacent to residential, as well as a potential new Hospital, a medical clinic and a gas station and mini-mart. While the office building itself may not generate noise, depending on how much equipment, type of equipment and maintenance needs could generate additional noise. Having 5 to 15 employees would increase traffic and noise generated not only by employees coming and going to and from work, but during the day in the course of normal business by contractors and clients and business activities. Equipment would be moved to and from the site potentially on a regular basis which generates more traffic on site, but also along Zimovia Highway. The equipment use by Public Works could be similar in nature as to what WCA appears to be asking for.

While the WCA proposal meets the economic development criteria of the Comprehensive Plan, it does not necessarily meet the residential and land use requirements. Their proposal for job creation and benefits to the community is undeniable, but the Commission must review the proposal as to whether the location is appropriate for the proposed use and what the impacts could be.

#### **Recommendation:**

At this time, Staff's recommendation is based on land use issues, not on the economic potential of the proposed use, and staff recommends not to approve the contract zone for the Transportation office and equipment storage and maintenance as proposed. The land is

zoned Single Family and while there are other commercial uses near by, and light industrial further, the proposed uses of WCA could very well generate enough impacts as to affect the Single Family residential nature of the existing residences and SFR zoned land and approved locations of medical facilities..

Should the Commission move toward recommending approval of the Contract zone request, the Commission should consider conditions that might help minimize potential impacts:

1. Approval of site plan should the final design differ from the schematic presented.
2. At least a 3- walled structure for ongoing maintenance and mechanical work activities.
3. 25 foot minimum green belt buffers to adjacent properties
4. Lighting that will not affect adjacent properties

The Commission needs to make Findings of Fact regarding the request whether the Commission recommends to the Assembly to approve or reject the request. This can be done at the meeting with the public hearing or at a subsequent meeting.

Findings must address per WMC 20.76.030 (C):

- 1) Justification for the proposed change, including the effect on the objectives of the comprehensive plan
- 2) Effect of the proposed change on property owners, including traffic flow, population, density, parking, sewer and water
- 3) Approval or Disapproval

# WRANGELL COOPERATIVE ASSOCIATION

P.O. Box 2331 • Wrangell, Alaska 99929

Telephone: (907) 874-3077

Fax: (907) 874-4305

Email: [wwillard@wca-t.com](mailto:wwillard@wca-t.com)

March 30, 2016

Planning and Zoning Committee  
City and Borough of Wrangell  
P.O. Box 531  
Wrangell, AK 99929

Dear Planning and Zoning Committee:

The purpose of this letter is to request contract zoning for the "Torgramsen Prunella Subdivision, Lot A." The lot is currently zoned single family residential. We are writing to request a consideration of contract zoning to allow building a Wrangell Cooperative Association Transportation maintenance and warehouse facility per Chapter 20.77 of the Wrangell Municipal Code (WMC). If approved, Wrangell Cooperative Association (WCA) would purchase Torgramsen Prunella Subdivision Lot A and Lot A-1A. Lot A-1A has an existing structure, which would be utilized as an office building and is appropriately zoned commercial.

It is important to note the proposed Wrangell Cooperative Association (WCA) maintenance and warehouse facility would not be utilized as a construction site and would follow WMC Noise 20.525.060 to ensure noise is not objectionable to surrounding properties. WCA is conscious of the issues surrounding contract zoning and will do everything possible to minimize impacts to adjacent lots.

We would like to address:

1. Our need for land.
2. Additional information required for a contract zoning application (numbered per Wrangell Municipal Code):

- 20.77.020 A. The use to which the property will be put;
- 20.77.020 B. The term desired for the agreement;
- 20.77.020 C. The dimensions, square feet and height of the improvements;
- 20.77.020 D. Site plan;

- 20.77.020 E. Estimated number of persons that will be employed;
- 20.77.020 F. Estimated solid waste generated and proposed method of disposal;
- 20.77.020 G. Amount of traffic generated;
- 20.77.020 H. Noise or odor generated; and
- 20.76.020 C. 3. Effect of proposed change on the objectives of the comprehensive plan.

As an introduction, the Wrangell Cooperative Association (WCA) is a federally recognized Tribe incorporated April 30, 1942 under Section 16 of the Indian Reorganization Act of 1934, as amended for Alaska in 1936. WCA serves a membership of 400 Alaska Native and American Indians. An eight-member Tribal Council, elected by the WCA membership, serves as the governing body and sets policy for programs and administration. WCA is a non-profit entity.

WCA has a government-to-government relationship with the Federal Highways Administration (FHWA) for the Tribal Transportation Program. WCA receives funding from the FHWA to plan, design, manage, rehabilitate and maintain roads, paths, trails and bridges that are included in WCA's Tribal Transportation Inventory.

WCA has made it a priority to complete projects which provide economic development and community benefit to the citizens of Wrangell under a model of collaboration. One such example is the Shtax-Heen Roadway Project. WCA, in partnership with the City and Borough of Wrangell, collaborated to provide improved access along this roadway for drivers and pedestrians. WCA funded the \$2 million project, which involved paving the roadway and installing pedestrian walkways. Prior to construction, only 400 of the 2,700 feet of roadway were paved. The Shtax-Heen Roadway project was a high-priority improvement, as many residents live along the corridor and benefitted from improved access and safety.

The Weber Street Reconstruction Project is another success in collaboration between WCA and the City and Borough of Wrangell, which provided significant benefits to community residents. Although the project was shorter than the Shtax-Heen Roadway Project, the improvements were more extensive. The \$750,000 project included installing storm drain systems, curb and gutter, sidewalk, and concrete paving along 500 feet of Weber Street. The project successfully assured safe vehicular and pedestrian access, minimized hazards and dust, and addressed drainage issues.

Under the model of collaboration, WCA also has the goal of economic development through job creation and job training. In 2013, WCA performed routine maintenance on U.S. Forest Service trails. The trail work expanded into road maintenance, and in 2014 and 2015, WCA replaced 25-year-old culverts on Nemo Loop Road, Pat's Lake Road, and McCormack Creek Road, which were critical to the lifespan of these transportation systems. The road maintenance project continued the trails goal of tangibly building capacity through workforce development. Currently, the 2016 construction season is expanding in timeframe and scope of work to include both trails and road maintenance in the same season. Through these projects, WCA has provided jobs to Wrangell residents and completed maintenance which otherwise would not have been possible given budgetary constraints of the U.S. Forest Service.



WCA is appreciative of the relationships built and fostered over the years, working together with the City and Borough of Wrangell, and other entities, to improve transportation and provide economic development opportunities for the residents of our community. The government-to-government relationship between WCA and the City and Borough of Wrangell is a model of successful collaboration, which we anticipate continuing into the future.

**1. Our need for land:**

The next step in the development of the Tribal Transportation Program is to secure facilities to enable WCA to continue to provide economic development and community benefit. Currently, WCA is renting office space on Lynch Street and storing equipment for transportation projects at local storage facilities. With the lack of available industrial lots, we searched for quite some time for an area for the Wrangell Cooperative Association Department of Transportation. We believe that, working under contract zoning for Lot A, the two lots located at the Torgramsen Prunella subdivision, Lot A-1A and Lot A would be an ideal location for WCA.

**2. Additional information required for contract zoning application (numbered per Wrangell Municipal Code [WMC]):**

**20.77.020 A. The use to which the property will be put**

If approved, WCA will construct a maintenance and warehouse facility. All improvements to the property will be consistent with the guidelines specified in WMC Standards 20.51.050.

**20.77.020 B. The term desired for the agreement**

WCA has served the community since 1942. As a local government, we request the most generous term, specified in WMC 20.77.020 B.: “the estimated useful life of the improvements that are or will be constructed on the property.”

**20.77.020 C. The dimensions, square feet and height of the improvements**

Please refer to submitted site plan and project narrative.

**20.77.020 D. Site plan**

Please refer to submitted site plan and project narrative.

**20.77.020 E. Estimated number of persons that will be employed**

WCA currently has 5 full-time employees and 3 seasonal employees. We would like to build with the vision of eventually having 10 full-time employees and 6 seasonal employees.

**20.77.020 F. Estimated solid waste generated and proposed method of disposal**

WCA will connect with the City and Borough of Wrangell water, sewer, and electricity. We will not have any solid waste generated that would not be served by these utilities.

### **20.77.020 G. Amount of traffic generated**

Traffic generated would primarily be composed of the employees, previously mentioned, driving to and from the office and maintenance buildings.

### **20.77.020 H. Noise or odor generated**

WCA will not allow “smoke, heat, odor, fumes, dust, glare, vibration or water pollution” to be “detectable beyond the boundaries” of the property for which the contract zoning applies, except as results from “occasional maintenance operations” per WMC Air, Land and Water Quality 20.52.040.

WCA will not allow noise to be objectionable to surrounding properties. In accordance with WMC Noise 20.525.060, the noise from the property will not “exceed 90 decibels between the hours of 7:00 a.m. and 8:00 p.m. weekdays and the hours of 10:00 a.m. and 8:00 p.m. weekends and holidays, and 40 decibels at other hours.” Normal WCA office hours are Monday through Friday, 8:00 a.m. to 4:00 p.m. WCA is very conscious of issues, such as noise, involved in contract zoning and will do everything possible to minimize impacts to adjacent lots.

### **20.76.020 C. 3. Effect of proposed change on the objectives of the Comprehensive Plan**

Providing WCA with contract zoning for Lot A of the Torgramsen Prunella Subdivision will have tangible positive benefits to the objectives of the Comprehensive Plan.

According to the Comprehensive Plan, the City and Borough of Wrangell would like to: “expand the industries and economic sectors currently providing employment and income.” The plan states that “economic sectors showing the most growth (Table 4.1) are Local and Tribal Government.” As one of the economic sectors showing the highest growth in Wrangell, providing the Tribal government the ability to build a Department of Transportation in order to expand and bring jobs and income to our community would uphold a core objective of the Comprehensive Plan.

In addition, in the last few years, WCA has helped the CBW meet Action Items of the Comprehensive Plan. The plan states: “Action: Team with WCA and others to jointly plan, fund and accomplish street maintenance and improvements. (CBW, WCA, ADOT&PF).” Another Action Item is: “Action: Reconstruct and pave Weber and Cassiar Streets. Pave all dirt roads in community (CBW, WCA).”

The following picture is included in the Comprehensive Plan:





*“Weber Street – Example of a Wrangell street that needs paving”*

As previously mentioned, WCA completed the Weber Street Reconstruction Project, which installed storm drain systems, curb and gutter, sidewalk, and concrete paving along Weber Street. Below are updated pictures of Weber Street, after the reconstruction project:



Another Action Item WCA helped accomplish is to “Work with the USFS on road management planning to ensure continued access to areas Wrangellites use for recreation, hunting, fishing and other harvesting activities. (CBW, USFS, WCA).” WCA hired employees and replaced deteriorating culverts along USFS roads, which lengthened the lifespan of the roads and guaranteed continued access. Through the Road Maintenance Project, 268 culverts were replaced in 2014 and 2015. WCA looks forward to continuing this work to ensure access on important USFS roads.

The Comprehensive Plan also includes information about rezoning land to ensure future development: “Wrangell municipal code Title 16 applies to Public Lands, Title 19 to Subdivisions, and Title 20 to Zoning. These sections of the municipal code should follow the vision and direction set out in the Wrangell Comprehensive Plan. Ensuring that this is so, **including rezoning as**

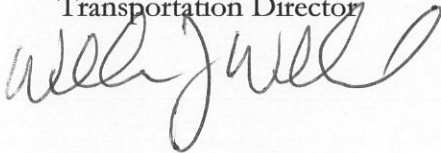
**needed and ensuring future development approvals are compatible with the Comprehensive Plan**, is one of the major actions to implement the plan” (emphasis added). WCA is requesting a more conservative approach to the property. As opposed to rezoning, we are requesting a contract zone to set parameters under which the maintenance and warehouse facility would be constructed.

In closing, we respectfully request the Planning and Zoning Committee consider contract zoning for Torgramsen Prunella Subdivision, Lot A and enable WCA to build a much-needed maintenance and warehouse facility. This facility would be adjacent to the building on Lot A-1A, which would be utilized as WCA office space. The proposed area would not be a construction site and would follow WMC Noise 20.525.060 to ensure noise is not objectionable to surrounding properties. WCA will work closely with the City and Borough of Wrangell and surrounding residents to ensure this development would be a positive use of the land, would not affect residents negatively, and will provide employment and economic development benefit for the community of Wrangell.

Thank you for considering our request.

Sincerely,

William J. Willard  
Transportation Director

A handwritten signature in dark ink, appearing to read "Willard", with a stylized flourish at the end.

Steve Prunella  
Property Owner

A handwritten signature in dark ink, appearing to read "Steve Prunella", with a long horizontal flourish extending to the right.





Landscape Architects  
www.corvus-design.com

2506-B Fairbanks Street  
Anchorage, AK 99503  
907.222.2859

119 Seward Street, Suite 15  
Juneau, AK 99801  
907.988.9000

## PROJECT NARRATIVE

---

Date: March 30, 2016

To: William Willard, Wrangell Cooperative Association, Transportation Program Manager

From: Christopher Mertl, Landscape Architect

Subject: Torgramsen Prunella Subdivision, Lots A and A-1A

---

Corvus Design is pleased to submit the attached site plan for the Wrangell Cooperative Association Transportation Program and the development of a new Tribal Administration Office and Maintenance/Warehouse Facility.

The new tribal offices would be a remodel of the existing residential units on Lot A-1A and would include a new accessible entrance to the building provided from the Wood Street side of the building. The existing parking off Wood Street would be reduced to five accessible stalls and would be located on the property. Staff parking would be to the rear of the offices and accessed by a single shared driveway for both the offices and maintenance facility. The driveway off Zimovia Highway would be approximately 220 feet from Wood Street and is expected to meet ADOT&PF requirements for a new driveway permit.

The main focus of this project is the maintenance and warehouse facility located on Lot A and the subject of the contract zoning for this project. The maintenance and warehouse facility would be a new metal building approximately 44 feet by 64 feet that would include three vehicle bays and a small storage, office and workshop space. A 32 foot canopy would extend off the building to provide two additional outdoor covered vehicle/storage bays without walls. The most outer bay would include a concrete pad and oil/water separator within a wash down

pad to contain any pollutants. The building would be surrounded by a large gravel pad to allow vehicle access around the building and storage of materials and equipment. The site would be secured by a gate at the driveway.

Surrounding the maintenance and warehouse facility would be the requested 25 foot wide buffer while meeting the requirements for Buffers 20.52.200. The buffer shall be the existing semi-mature native forested spruce and hemlock vegetation that is to remain in place and would be composed of undisturbed "natural terrain and vegetation" as called out in the code. Utilizing the existing native vegetation on site will be the most effective and quickly maturing landscape buffer for the site.

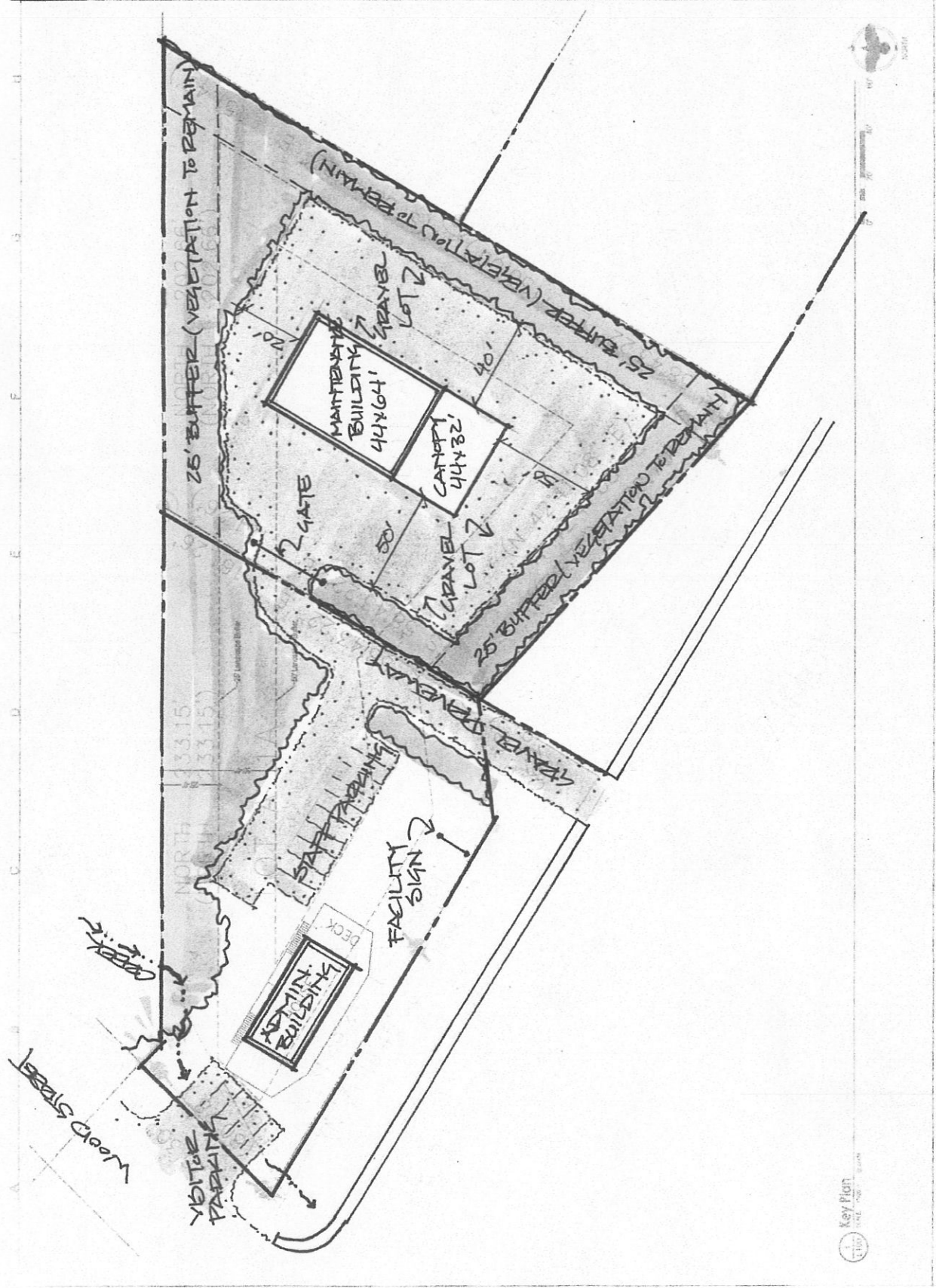
Should you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "CHRISTOPHER MERTL". The signature is stylized with some overlapping strokes.

Christopher Mertl, ASLA  
Principal Landscape Architect  
Corvus Design, Juneau, Alaska

SEAL



**Key Plan**  
 SCALE: 1" = 20'

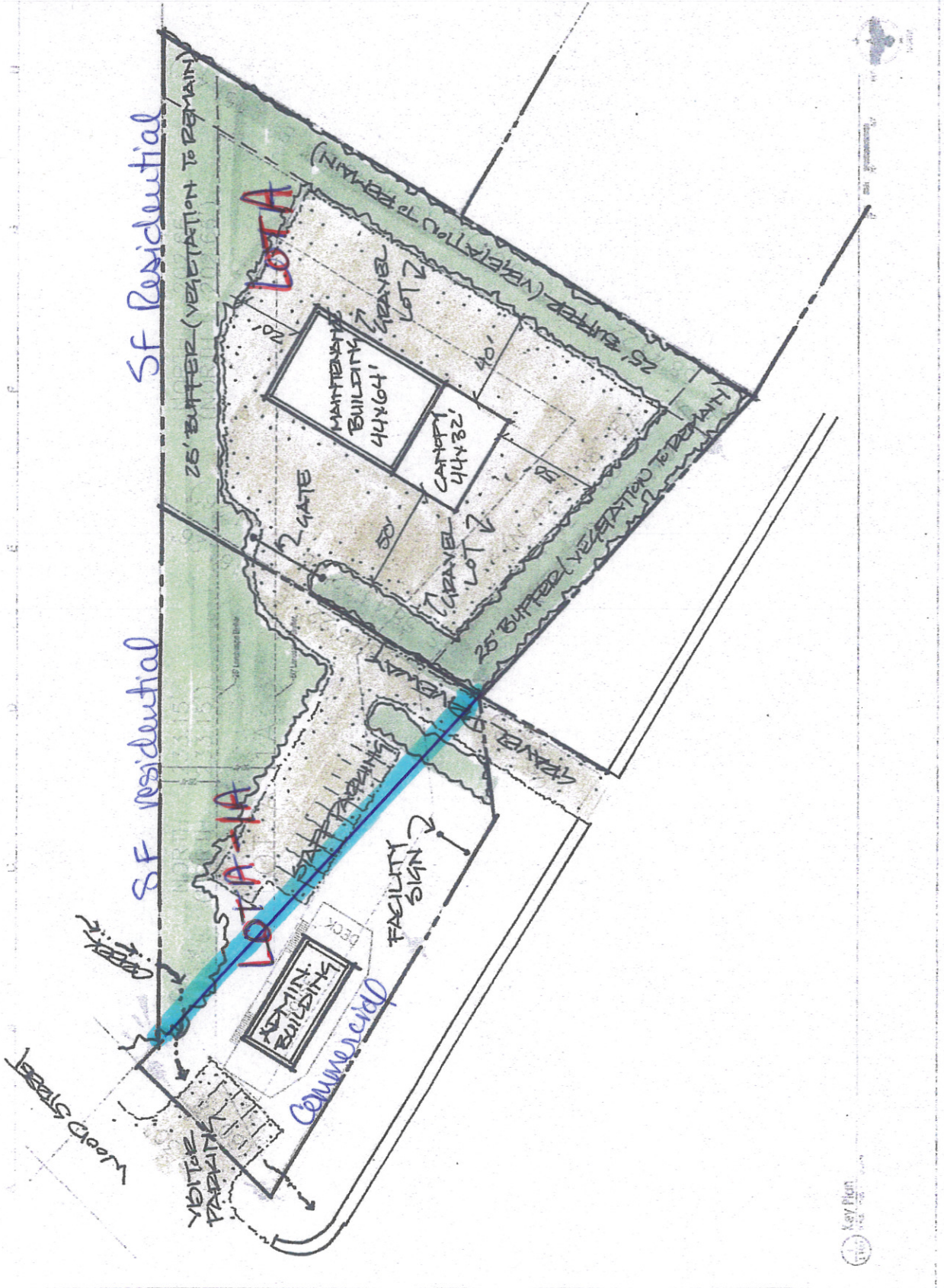


SEAL

Wrangell Cooperative Association  
 Tribal Offices  
 & Maintenance Facility  
 Planning & Zoning Submittal  
 Wrangell, Alaska

DATE: 03/20/16  
 DRAWING NUMBER: WCA-16-01  
 PROJECT: TRIBAL OFFICES & MAINTENANCE FACILITY  
 CHECKED BY: CM

Key Plan  
 SHEET #  
**L101**



Steve Prunella

DbA Alpine Mini Mart

928 Zimovia Highway

Wrangell AK 99929

Planning and Zoning Committee

City/Borough of Wrangell

PO Box 531

Wrangell AK 99929

April 2, 2016

To Whom It May Concern:

I am in support of having WCA adjacent to my current business along with them having the contract zoning they will need to build a maintenance/warehouse facility.

WCA performs a lot of work for the community as well as bringing in business to Wrangell and I feel they will be a good neighbor.

Respectfully,

A handwritten signature in cursive script that reads "Steve Prunella".

Steve Prunella

Alpine Mini Mart

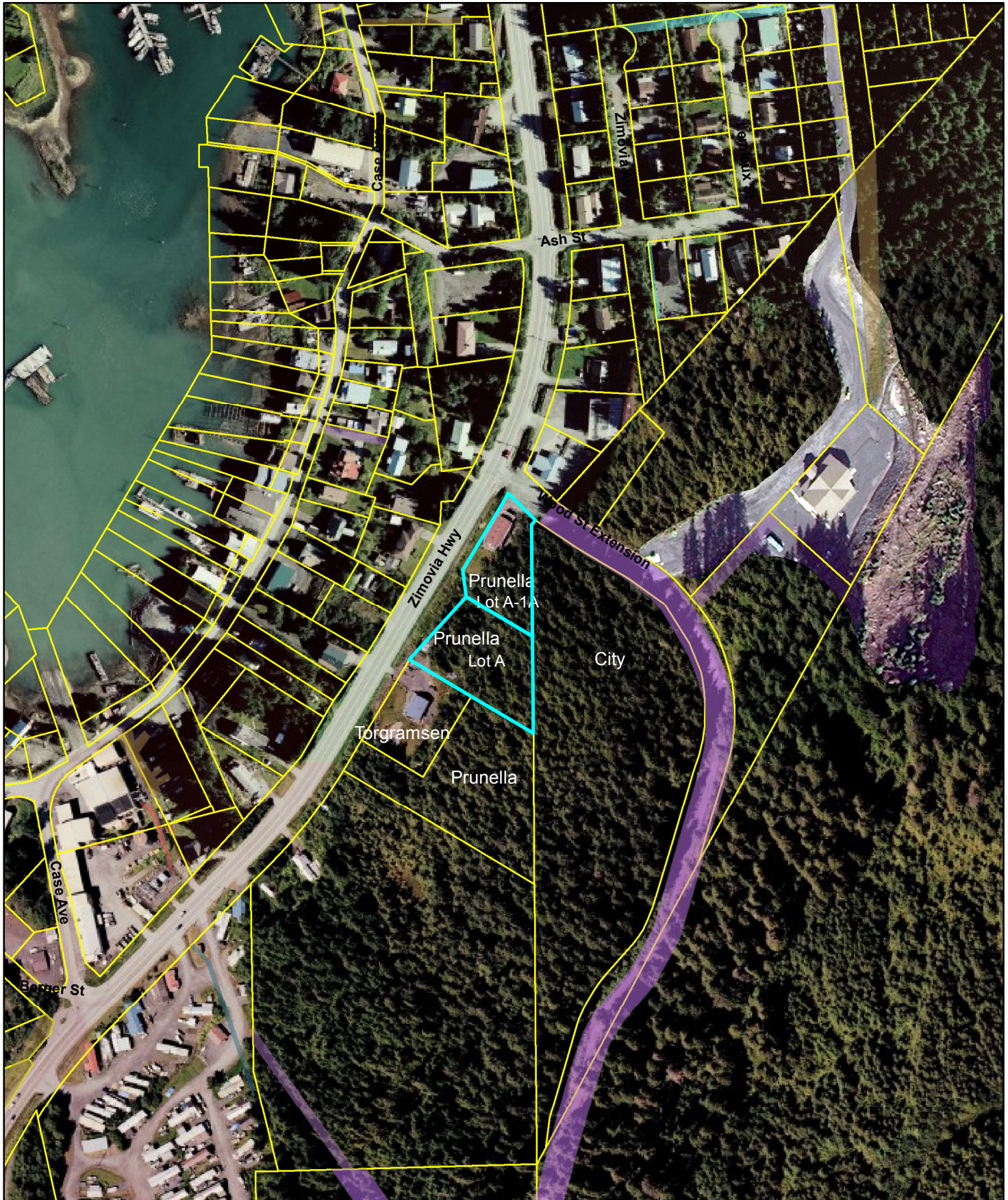
RECEIVED  
APR - 5 2016  
WRANGELL CITY HALL



<p><b>CERTIFICATE OF OWNERSHIP AND DEDICATION</b></p> <p>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 SPACES TO PUBLIC OR PRIVATE USE AS NOTED.</p> <p>DATE: <u>1/20/15</u> <u>Stephen G. Prunella</u> STEPHEN G. PRUNELLA</p> <p><b>NOTARY'S ACKNOWLEDGMENT</b></p> <p>U.S. OF AMERICA STATE OF ALASKA CITY AND BOROUGH OF WRANGELL</p> <p>THIS IS TO CERTIFY THAT ON THIS <u>30</u> DAY OF <u>January</u>, 20<u>15</u>, BEFORE ME, THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED <u>Stephen G. Prunella</u> TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO DECIDED THE WITHIN PLAT AND <u>HE</u> ACKNOWLEDGED TO ME THAT <u>HE</u> SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.</p> <p>WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.</p> <p><u>Jarvane Klinka</u> NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA MY COMMISSION EXPIRES <u>4-13-2015</u></p>	<p><b>CERTIFICATE OF OWNERSHIP AND DEDICATION</b></p> <p>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 SPACES TO PUBLIC OR PRIVATE USE AS NOTED.</p> <p>DATE: <u>2-11-15</u> <u>Jarvane Klinka</u> JARVANE KLINKA</p> <p><b>NOTARY'S ACKNOWLEDGMENT</b></p> <p>U.S. OF AMERICA STATE OF ALASKA CITY AND BOROUGH OF WRANGELL</p> <p>THIS IS TO CERTIFY THAT ON THIS <u>11</u> DAY OF <u>February</u>, 20<u>15</u>, BEFORE ME, THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED <u>Jarvane Klinka</u> TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO DECIDED THE WITHIN PLAT AND <u>HE</u> ACKNOWLEDGED TO ME THAT <u>HE</u> SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.</p> <p>WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.</p> <p><u>Jarvane Klinka</u> NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA MY COMMISSION EXPIRES <u>4-13-2015</u></p>	<p><b>CERTIFICATE STATE OF ALASKA (FIRST JUDICIAL DISTRICT)</b></p> <p>I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND AN ACTING ASSESSOR FOR THE CITY AND BOROUGH OF WRANGELL, HEREBY CERTIFY, THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY AND BOROUGH OF WRANGELL, IN THE NAME OF <u>Stephen G. Prunella</u> A U.S.S. 1518-3</p> <p>AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR 20<u>15</u> WILL BE DUE ON OR BEFORE AUGUST 15, 20<u>15</u>, DATED THIS <u>23</u> DAY OF <u>February</u> 20<u>15</u>.</p> <p><u>Jarvane Klinka</u> ASSESSOR CITY AND BOROUGH OF WRANGELL</p> <p><b>CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION</b></p> <p>I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL PLANNING COMMISSION, AND THAT SAID PLAT HAS BEEN APPROVED BY THE COMMISSION BY PLAT RESOLUTION NO. <u>2015-3</u> DATED <u>2015-01-20</u> AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, WRANGELL, ALASKA.</p> <p>DATE: <u>2/11/15</u> <u>Jarvane Klinka</u> SECRETARY</p>	<p><b>CERTIFICATE OF APPROVAL BY THE ASSEMBLY</b></p> <p>I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL ASSEMBLY AS RECORDED IN MINUTE BOOK <u>2015-3</u> PAGE <u>20</u>, DATED <u>2015-01-20</u> AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT EX-OFFICIO RECORDER, WRANGELL, ALASKA.</p> <p>DATE: <u>2/11/15</u> <u>Russ Lane</u> CITY CLERK</p>	<p><b>VICINITY MAP:</b> SCALE: NOT TO SCALE</p>																																				
<p><b>RECORD CURVE DATA</b></p> <table border="1"> <tr> <td>①</td> <td>Δ = 13°30'55"</td> <td>②</td> <td>Δ = 01°33'18"</td> </tr> <tr> <td></td> <td>R = 1004.93'</td> <td></td> <td>R = 1004.92'</td> </tr> <tr> <td></td> <td>L = 236.95'</td> <td></td> <td>L = 27.28'</td> </tr> <tr> <td></td> <td>C = 236.40'</td> <td></td> <td>C = 27.27'</td> </tr> <tr> <td colspan="2">CHD. BRG. = N38°01'55.11"E</td> <td colspan="2">CHD. BRG. = N31°03'06"E</td> </tr> </table> <p><b>PLAT NOTES</b></p> <ol style="list-style-type: none"> <li>REFERENCE BOOK 9, PAGE 996 AND BOOK 15, PAGE 25, WRANGELL RECORDING DISTRICT.</li> <li>REFERENCE U.S. SURVEY 3823 FOR ANY NOTES OR EASEMENTS.</li> <li>REFERENCES WITHIN THE WRANGELL RECORDING DISTRICT UTILIZED FOR THIS SURVEY:             <ol style="list-style-type: none"> <li>SPRUCE SUBDIVISION, PLAT #82-15</li> <li>RECORD OF SURVEY OF LOT A-2 OF TORGRAMSEN SUBDIVISION II, PLAT #2010-2</li> <li>TORGRAMSEN SUBDIVISION II, PLAT #2000-6</li> <li>TORGRAMSEN SUBDIVISION, PLAT #97-9</li> </ol> </li> <li>THE PORTION OF LOT A-2, TORGRAMSEN SUBDIVISION II, TO BE COMBINED WITH LOT 2, SPRUCE SUBDIVISION, CREATING LOT A-1A, TORGRAMSEN/PRUNELLA SUBDIVISION, IS 16,067 S.F.</li> <li>AT THE TIME OF THIS PLAT, THE LOTS ARE ZONED AS FOLLOWS:             <ul style="list-style-type: none"> <li>PORTION OF LOT A-1A THAT WAS LOT 2, SPRUCE SUBDIVISION (COMMERCIAL)</li> <li>LOTS A, A-1, A-2, AND REMAINING PORTION OF LOT A-1A (SINGLE FAMILY)</li> </ul> </li> </ol> <p><b>SURVEYOR'S CERTIFICATE</b></p> <p>I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN <u>2014/2015</u> A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.</p> <p>DATE: <u>1-20-15</u> <u>Gregory G. Schöff</u> REGISTRY LS 6700</p> <p><b>PLAT NOTES</b></p> <p>1. REFERENCE BOOK 9, PAGE 996 AND BOOK 15, PAGE 25, WRANGELL RECORDING DISTRICT.</p> <p>2. REFERENCE U.S. SURVEY 3823 FOR ANY NOTES OR EASEMENTS.</p> <p>3. REFERENCES WITHIN THE WRANGELL RECORDING DISTRICT UTILIZED FOR THIS SURVEY:</p> <ol style="list-style-type: none"> <li>SPRUCE SUBDIVISION, PLAT #82-15</li> <li>RECORD OF SURVEY OF LOT A-2 OF TORGRAMSEN SUBDIVISION II, PLAT #2010-2</li> <li>TORGRAMSEN SUBDIVISION II, PLAT #2000-6</li> <li>TORGRAMSEN SUBDIVISION, PLAT #97-9</li> </ol> <p>4. THE PORTION OF LOT A-2, TORGRAMSEN SUBDIVISION II, TO BE COMBINED WITH LOT 2, SPRUCE SUBDIVISION, CREATING LOT A-1A, TORGRAMSEN/PRUNELLA SUBDIVISION, IS 16,067 S.F.</p> <p>5. AT THE TIME OF THIS PLAT, THE LOTS ARE ZONED AS FOLLOWS:</p> <ul style="list-style-type: none"> <li>PORTION OF LOT A-1A THAT WAS LOT 2, SPRUCE SUBDIVISION (COMMERCIAL)</li> <li>LOTS A, A-1, A-2, AND REMAINING PORTION OF LOT A-1A (SINGLE FAMILY)</li> </ul> <p><b>LEGEND</b></p> <ul style="list-style-type: none"> <li>⊕ BLM/GLO BRASS CAP MONUMENT RECOVERED THIS SURVEY</li> <li>⊙ PRIMARY ALUM. CAP PIPE MONUMENT MURPH LS 6268 RECOVERED THIS SURVEY</li> <li>⊙ SECONDARY MONUMENT RECOVERED THIS SURVEY</li> <li>● 30" REBAR AND 2" ALUM. CAP SET THIS SURVEY</li> <li>(R) DATA OF RECORD</li> <li>--- PREVIOUS PROPERTY LINE</li> </ul> <p><b>DETAIL A</b> NOT TO SCALE</p> <p><b>WRANGELL RECORDING DISTRICT</b></p> <table border="1"> <tr> <th>No.</th> <th>Date</th> <th>Description</th> <th>Revisions</th> </tr> <tr> <td>1</td> <td>2015-3</td> <td>Plat # Wrangell</td> <td></td> </tr> <tr> <td>2</td> <td>Mar 31, 2015</td> <td>Date</td> <td></td> </tr> <tr> <td>3</td> <td>Time 1:54 P.M.</td> <td></td> <td></td> </tr> </table> <p><b>RSM</b> RAM ENGINEERING-KETCHIKAN, INC. 308 Cantara Lake Road Ketchikan, AK 99901 Phone: (907) 225-7917 Fax: (907) 225-3441</p> <p><b>WRANGELL OFFICE</b> P.O. BOX 1337 Wrangell, AK 99929 Phone: (907) 874-2177 Fax: (907) 874-2187</p> <p><b>PROJECT:</b> <b>TORGRAMSEN / PRUNELLA SUBD.</b> A SUBDIVISION OF LOT A-2, TORGRAMSEN SUBDIVISION II, CREATING LOTS A-1A, LOT A, &amp; REMAINDER LOT A-2 WITHIN U.S. SURVEY 3823, WRANGELL RECORDING DISTRICT</p>				①	Δ = 13°30'55"	②	Δ = 01°33'18"		R = 1004.93'		R = 1004.92'		L = 236.95'		L = 27.28'		C = 236.40'		C = 27.27'	CHD. BRG. = N38°01'55.11"E		CHD. BRG. = N31°03'06"E		No.	Date	Description	Revisions	1	2015-3	Plat # Wrangell		2	Mar 31, 2015	Date		3	Time 1:54 P.M.			<p><b>VICINITY MAP:</b> SCALE: NOT TO SCALE</p>
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# CITY AND BOROUGH OF WRANGELL, ALASKA



1 inch = 275 feet  
Date: 4/19/2016



DISCLAIMER: THESE MAPS ARE FOR PLANNING PURPOSES ONLY.  
PROPERTY LINES ARE APPROXIMATE.





# *City and Borough of Wrangell, Alaska*

## **WRANGELL PLANNING AND ZONING COMMISSION REGULAR MEETING**

**April 14, 2016**

**7:00 pm**

### **DRAFT Excerpts of Minutes**

#### **A. CALL TO ORDER/ROLL CALL**

#### **MCCONACHIE, HOWELL, HUTCHINSON, MITCHELL, SHOEMAKER HENSON**

Chairperson Terri Henson called the regular meeting of the Wrangell Planning and Zoning Commission to order at 7:00 pm on April 14, 2016 in the Wrangell Borough Assembly Chambers. Commissioners' Don McConachie, Duke Mitchell, Roland Howell, Jim Shoemaker were present, April Hutchinson was absent.

Recording Secretary Lavonne Klinke and Zoning Administrator Carol Rushmore were present.

#### **G. NEW BUSINESS**

2. Request for a Contract Zone for a Transportation office, maintenance and warehouse area on Lot A and Lot A-1A Torgramsen-Prunella Subdivision, Zoned Commercial and Single Family Residential, requested by Wrangell Cooperative Association Transportation Manager William Willard, owned by Steve Prunella.

Henson states that after the previous WCA Contract Zone application for another lot on just the other side of this parcel it was brought to her attention that she may have a perceived conflict of interest. She states that her son owns the lot adjacent to where this activity is proposed. Vice Chair McConachie asks if she can be objective, Henson says yes, he says he does not see there is a conflict and asks the Commission to confirm. Chairperson Henson asks Commission if anyone else may have a conflict of interest – no one declares.

#### **Open public hearing**

Bill Willard, 426 Front Street, manager of WCA Transportation. This is just a different piece of property in the same area. Mr. Willard went to the residents in the area, to get the input regarding noise issues and he was told by all he talked to that they didn't think there would be an issue.

Paul Rettinger, lives in Vancouver and works with the WCA, was involved with the Webber Street Project, the transportation program is not a grant program and they will be here for a time, and they want to build partnerships in the community.

#### **Close public hearing**

McConachie moves to approve Request for a Contract Zone for a Transportation office, maintenance and warehouse area on Lot A and Lot A-1A Torgramsen-Prunella Subdivision, Zoned Commercial and Single Family Residential, requested by Wrangell Cooperative Association Transportation Manager William Willard, owned by Steve Prunella. with staff recommendations. Mitchell seconds.

Mr. Willard states that the warehouse will be enclosed so the condition requiring a 3-sided building is not necessary. Commission agrees.

The Commission made the following Findings of Fact, pursuant to WMC 20.76.030 (C):

**1. Justification for the proposed change, including the effect on the objectives of the comprehensive plan:**

The proposed use is an asset to the community, providing work, opportunity for new positions. The Commission deems it in the best interest of the community to approve the requested contract zone change in Single Family Residential to Light Industrial for the specific use of a Transportation office, maintenance and warehouse facility on the specific land requested by WCA, owned by Steve Prunella. The use will not be a construction company, per Mr. Willard's letter request, but will be a Transportation office with associated maintenance warehouse and staging area. The activities of the proposed use provides positive benefits to the community. The proposed use may not meet the objectives of the Future Residential Growth of the Comprehensive Plan (Ch 6.8.2) nor does it fall within the Future Growth Map 6-18 for Residential development, but it does meet expectations of employment trends and opportunities. "Economic sectors showing the most growth (Table 4-1) are Local and Tribal Government...." The activities by the Transportation office to date have created jobs and built roads as well as conducted road and trail improvements for the USFS, and expectations are that the office will grow. The Activity meets Economic Development Policies and Actions, Policy 10: Maintain and support existing businesses and employers, including both private sector and the community's government jobs. The Commission feels it meets Land Use and Future Growth Policies and Actions Policy 32 Designating areas for commercial and industrial development in logical locations to promote economic opportunity and satisfy current and future needs. The Commission believes the proposed transportation related development located in the small commercial nucleus at Wood Street is appropriate.

**2. Effect of the proposed change on property owners, including traffic flow, population, density, parking, sewer and water.**

The proposed project should not impact adjacent property owners from traffic or noise. The Commission finds that the impacts to adjacent property owners will be minimal and approved conditions to minimize further some of the potential impacts. Potential concerns include noise, visual, and lighting impacts. The schematic site plan identifies access for employees and equipment via Zimovia Highway on an access road shared between the two lots. Conditions approved by the Commission to minimize other potential impacts include further review of a final Site plan should the final differ from the schematic; require a 25' minimum green belt buffers along property lines; and provide lighting that will not affect adjacent properties. The Commission does not believe that traffic flow issues on Zimovia Highway would increase significantly or that sewer and water services should be an issue.

**3. Approval or Disapproval.** The Commission moved to approve the Request for a Contract Zone from Single Family Residential to Light Industrial for a Transportation office, and maintenance warehouse facility on Lot A-1A and Lot A, Torgramsen-Prunella Subdivision, as

requested by Wrangell Cooperative Association Transportation Manager William Willard, owned by Steve Prunella with the following conditions:

1. Approval of site plan should the final design differ from the schematic presented.
2. 25 foot minimum green belt buffers to adjacent properties
3. Lighting that will not affect adjacent properties

Motion Passes with unanimous vote.

DRAFT

ITEM.

Sections:

- 20.77.010 Contract zoning – Definition and purpose.
- 20.77.020 Initiation.
- 20.77.030 Agreement.

**20.77.010 Contract zoning – Definition and purpose.**

In this chapter, "contract zoning" means a zoning reclassification to a less restricted use when the owner of the rezoned property, through an agreement with the borough assembly, places restrictions on the use of the land beyond the zoning requirements generally attaching to the new district in which the property has been placed. Contract zoning shall follow the same procedures as set forth in WMC 20.76.020(C), 20.76.030 and 20.76.040(A) and (B). [Ord. 867 § 1, 2013; Ord. 485 § 7, 1985.]

**20.77.020 Initiation.**

Contract zoning shall be initiated by petition signed by the owners of the property to be rezoned. In addition to the information required in WMC 20.76.020(C), the petition shall include the following:

- A. The use to which the property will be put;
- B. The term desired for the agreement, which term shall not exceed the estimated useful life of the improvements that are or will be constructed on the property;
- C. The dimensions, square feet and height of the improvements;
- D. A detailed site plan, which shall include the location of improvements and provisions for off-street parking spaces and loading/unloading space(s);
- E. The estimated number of persons that will be employed;
- F. A statement as to the type and volume of solid waste that will be generated and the proposed method of disposal;
- G. A statement as to the amount of traffic that will be generated; and
- H. A statement as to the noise or odor that may be generated. [Ord. 867 § 1, 2013; Ord. 485 § 7, 1985.]

**20.77.030 Agreement.**

If the borough assembly finds that it is in the best interest of the public to approve the

proposed contract zone, the borough assembly shall prepare an agreement, including such terms and limitations as the assembly deems necessary to protect neighboring properties, for approval by ordinance. The agreement shall include covenants as follows:

A. That the property shall be developed for the proposed use within a specified period of time;

B. That if the owner ceases to use the property as agreed for a specified period of time the classification of the property will revert to the former zone; and

C. That should the property subject to the agreement be zoned to a zoning classification which permits the use set forth in the agreement, the provisions of the agreement restricting said property use shall be null and void. [Ord. 867 § 1, 2013; Ord. 485 § 7, 1985.]