

City and Borough of Wrangell, Alaska

WRANGELL PLANNING AND ZONING COMMISSION

January 23, 2017

6:30 pm

PUBLIC NOTICE

SPECIAL MEETING

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. PERSONS TO BE HEARD**
- D. CORRESPONDENCE**
- E. CONDITIONAL USE PERMIT APPLICATION FOR A SENIOR HOUSING AND ASSISTED LIVING CENTER ON LOTS 14B, 14C, 15B, AND 15C, BLOCK 83, WRANGELL TOWNSITE, ZONED LIGHT INDUSTRIAL, REQUESTED BY DANIEL BLAKE AND SHANNON BOSDELL, OWNED BY BRUCE AND DARLENE HARDING.**
- F. ADJOURN**

City and Borough of Wrangell

Date: January 19, 2017

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Conditional Use permit application for a Senior Housing and Assisted Living Center, on Lots 14B, 14C, 15B and 15C, Block 83, Wrangell Townsite, Zoned Light Industrial, requested by Daniel Blake and Shannon Bosdell, owned by Bruce and Darlene Harding.

Background: Daniel Blake and Shannon Bosdell have purchased the Alaskan Sourdough Lodge with the intent to convert the Lodge into a Senior Living Facility to include 16-25 bed for Senior living, which includes up to 5 beds for Assisted Living. According to the applicant, there are up to 5 assisted living units, 11 senior living units and 2 resident apartments.

The Commission held a public hearing on January 12, 2017 and after discussion, deferred additional discussion and a decision until after a workshop between the Commission, the neighbors and applicants which was held January 17, 2017. This staff report is being modified based on issues and discussions held during the public hearing and workshop.

The State has licensing requirements for Assisted Living facilities and according to the applicants, they are working on their permit to submit. Part of the permit requires that the proposed facility is approved zoning. I spoke with the new licensing contact who said they had not yet seen an application for the facility and she personally had not yet spoken to any one regarding the application. She said that the key part of their licensing review of the facility was the Fire Marshall review and inspection report. Once the State receives the application it is usually a 2-4 month licensing process requiring review of the Fire Marshall report, on site inspection making sure other state requirements are met, and back ground checks on all employees. For more state information and copy of the license application and regulations, go to: <http://dhss.alaska.gov/dhcs/pages/cl/all/default.aspx> The Borough's building inspector has discussed current renovations with the applicants so they have been fully informed as to what requires a building permit and what does not.

Review Criteria:

Light Industrial: Chapter 20.51
Standards: Chapter 20.52

Findings of Fact:

Conditions of Approval for conditional use applications include:

1) Minimal impacts on adjacent neighbors from noise, traffic, appearance, yards etc.

The property is zoned Light Industrial which allows heavy commercial and industrial type uses. WMC 20.51.040 (C) requires multifamily structures, dormitories and boarding houses obtain a Conditional Use Permit. The property is comprised of 4 lots. Front access is from Shustak Street between Berger Street and Peninsula Ave. Parking is currently in the front of the building. There is access to the rear of the structure from Berger Street and Peninsula, although currently a wood

boiler sits in the middle of the area preventing a street to street drive through. The boiler is being removed by the Hardings which will create a drive through area as well as some overflow parking. The zoning surrounding the property includes single family residential across Berger toward the shoreline; waterfront development across Shustak and Berger Street and across Peninsula Street; and Light Industrial behind the current Lodge.

At the workshop held on January 17, 2017, there were several key issues of concern voiced by the adjoining neighbors: Parking, pets, emergency response, traffic patterns, restrictions on neighborhood activity, and liability issues.

The question was raised why a conditional use permit would be required for the proposed use when the Lodge seems to be a similar use. The Alaskan Sourdough Lodge has catered to the Tourism industry since the 1980's. The conversion of a transient visitor facility to a residence hall may change certain patterns and neighborhood impacts. Since the use is not remaining as a short term transient accommodations but is becoming a multifamily/boarding house facility, the new use is required to meet code requirements and per WMC 20.51.040C, the applicants must obtain a conditional use permit.

The applicants submitted a new site plan on Thursday January 19, 2017, showing parking, access, dog run area, and emergency response access.

The activity at and traffic to the lodge increased during the spring/summer/fall months due to the active visitor season with clients coming and going. The Senior facility would be steady access year round with traffic patterns based on the needs of the residents of the facility. The majority of visitors to the lodge access via Peninsula to Shustack, but via Berger Street to Shustack is an alternative route. The Lodge currently has fairly large short term reception type events that creates a parking issue due to the overflow of attendees and vehicles. The Senior Facility could on occasion also hold a similar large event for a tenant that could create a short term parking and road access issue for neighbors, however, the impacts should be no different than what is experienced with the Lodge currently.

Noise generated from the residential facility should be no different than the adjacent residential homes. There are some allowable industrial activities occurring in the waterfront development zoned properties across Peninsula Street that likely create more noises than the proposed facility.

Landscaping of the Lodge was provided by the previous Lodge owners and it is the intent of the applicants to maintain the landscaping to provide some surrounding greenery and a garden setting.

Not all residents will be driving or have vehicles, but if there are similarities to the Senior Apartments, typically half of the residents would likely have vehicles. Visitor parking and employee parking also need to be considered. Parking is discussed under conditional use requirements (3) below.

Many residents might also need or want pets. Mr. Bosdell indicated that service pets are allowed and other pets may be conditionally allowed. There was concern by neighbors that pets would wander onto their property to relieve themselves, and one suggested resolution was to provide a dog run area for tenant pets to allow their pet to do their business. WMC 7.08 Dogs/Cats addresses the licensing, at-large, nuisance and other requirements concerning dogs and cats within the City and Borough of Wrangell. Dog poop bags could also be provided to the tenants to encourage to pick up after their pet on the facility property or while out walking. According to the new site plan, a dog poop area shown as a dog run on the plan will be provided in the front of the building for tenants and their dogs. After review of testimony and reviewing the site plan submittal of the applicants, Staff

recommends establishing a condition requiring the dog run/poop area on the property to provide an onsite location for pet bowel relief minimizing potential for at large or trespassing pets.

Neighbors were also concerned about increased emergency response calls to the property and the disruption or impacts to the neighborhood. Current emergency and handicap access is located on the rear corner of the facility on Berger Street. There is a cement pad to allow parking by either handicap permitted vehicle or ambulance. A neighbor across the street was concerned about noise, lights during night time calls, and road blocks. There was discussion to move the Ambulance access to the rear corner of the building on Peninsula Street and/or create permanent access in the front of the building. The new submitted site plan shows two ambulance access points – front and rear access on Berger. Staff walked the site and is concerned that if the ambulance access is moved to the rear corner on Peninsula, the narrow entry to the deck and into the door of the facility on an elevated and sloped ground, could create difficulties for responders and slow their response to the injured. The applicant indicated he has spoken to an emergency response official who suggested keeping the two access points as shown on the Site Plan in order to provide alternatives to safely and quickly assist the injured. Staff spoke with the Deputy Fire Chief who said that the facility could file a response plan with the Fire Department and work with them on responses depending on what the call was for and where it was located in the building. After review of testimony, and discussion with the Deputy Fire Chief, Staff recommends maintaining two ambulance access areas, at the rear of the building on Berger Street and in the front of the building and that the applicants file a response plan with the Fire Department.

2) Provisions of sewer and water: The property is connected to sewer and water.

3) Entrances and off-street parking available without safety issues:

Not all residents will be driving or have vehicles, but if there are similarities to the Senior Apartments, typically half of the residents would likely have vehicles. Visitor parking and employee parking also need to be considered. Staff had originally stated that per the WMC 20.52.190 (H) Off Street Parking, the facility as a Multi Family structure would require 13 off-street parking places, accommodating 1 vehicle per residential unit (not including the 5 Assisted Living facility units as residents would not be driving). During the workshop, the applicants stated they believed their facility met the definition of a Boardinghouse in the zoning code, and that the use for determining parking spaces would be similar to a hotel and only 1 parking place per 5 rooms is required, making a total of 5 parking places required. Having reviewed the code further, Staff finds that the proposed use does meet the definition of Boarding House WMC 20.08.110 ("Boardinghouse" means a building other than a hotel where lodging, with or without meals, is provided for compensation for three or more persons, on other than a day-to-day basis and which is not open to transient guests) and not a Multi Family Dwelling WMC 20.08.230 ("Multiple-family dwelling" means any building containing three or more dwelling units), because a Dwelling Unit is required to have a kitchen per WMC 20.08.260 ("Dwelling unit" means one or more rooms and a single kitchen designed as a unit for occupancy by not more than one family for living or sleeping purposes). The individual residential units within the proposed facility do not have individual kitchens, all sharing a single Facility kitchen for family style meals.

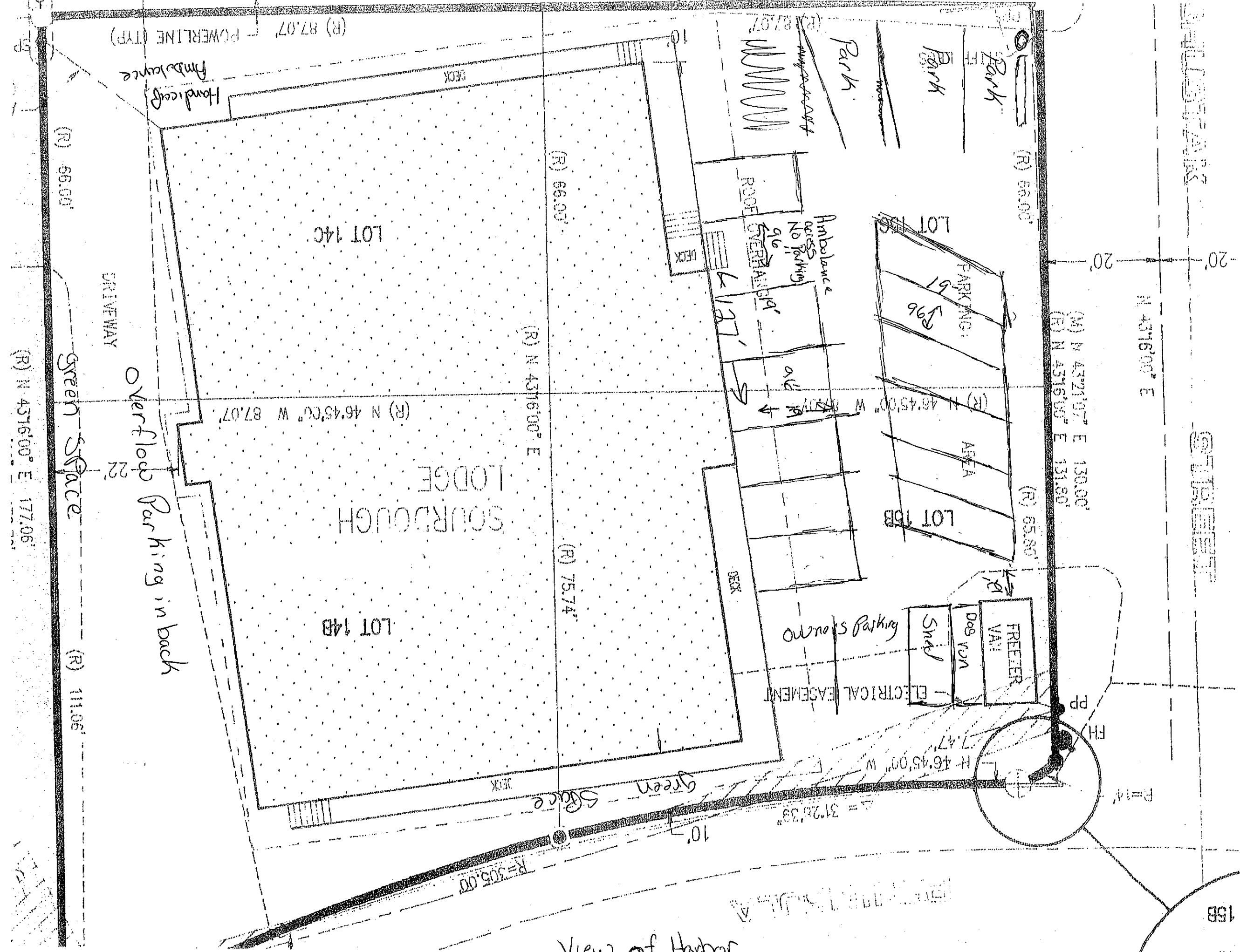
Parking requirements for a Multi-Family Structure in WMC 20.52.190 (H) Off Street Parking requires 1 parking place per dwelling unit and for a Hotel/Motel requires 1 space per 5 rental units. The code, however, does not specifically mention Boardinghouses when determining required parking spaces. It is up to the Commission to determine which use it might be closest to – Multifamily or Hotel/Motel in order to determine the required number of spaces. WMC 20.52.190 (G) and (J) allows the Planning and Zoning Commission to require more or less parking places, based on their expectations of the use and need for the tenants, visitors, and the employees.

The applicants submitted a new site plan on Thursday, January 19, 2017, showing 15 spaces available in the front parking area with an additional 2 parking places for the owners that will be available once the two existing sheds are removed, and overflow parking in the rear of the building. According to the tenant contract submitted by the applicants, it states on p.3 that "parking at Harbor House is limited and that space must be kept open for emergency vehicles to access the home. Therefore residents may not park a vehicle at Harbor House." Applicants did indicate at the meeting that someone with handicapped permit may be able to park onsite. Neighbors are concerned that tenants may look to park a vehicle on the street or nearby property. The Planning and Zoning Commission, upon review of the parking plan needs to determine if the proposed off-street parking is adequate for tenants and meets code requirements or if more spaces are necessary. Based on the review of the parking plan, WMC code off-street parking requirements, a site visit, and proposed facility uses, staff recommends a minimum of 15 off-street parking places: 2 for the owner apartments as they are individual dwelling units, 5 for resident units(50% of Senior living rooms including 1 handicap space) , 8 additional spaces for visitors and employees.

Recommendation:

After review and evaluation of the facts listed above provided during testimony, discussion, submitted site plan and site visit, Staff recommends approval of the conditional use request for a Senior living facility to include assisted living subject to the following conditions:

- 1) All State and federal licensing requirements are obtained.
- 2) Establish a dog run/pooping area on the facility property to provide an onsite location for pet bowel relief minimizing potential for at large or trespassing pets.
- 3) Maintain two ambulance access areas, at the rear of the building on Berger Street and in the front of the building; file an emergency response plan with the Fire Department.
- 4) Maintain a minimum of 15 designated off-street parking places: 2 for the owner apartments as they are individual dwelling units, 5 for resident units(50% of Senior living rooms including 1 handicap space) , 8 additional spaces for visitors and employees.



15B

rev'd 1/19 shannon Boswell

View of Harbor

ENCLOSURE

STREET

STREET

(M) N 43°21'07" E 130.00'
(R) N 43°16'06" E 131.80'

N 43°16'00" E

(R) 56.00'

(R) 65.80'

FREETER VAN
Dog van
Shed

ELECTRICAL EASEMENT

owner's parking

LOT 15B

AREA

PARKING

LOT 15C

ROOF OVERHANG

Ambulance access
NO parking

Park

Park

Park

Overflow Parking in back

Green Space

DRIVEWAY

Ambulance

POWERLINE (TYP)

R=305.00'

Δ = 31.28'39"

7.47'

N 46°45'00" W

pp

FH

P.M.

10'

(R) 66.00'

(R) N 43°16'00" E

(R) 75.74'

(R) N 46°45'00" W 87.07'

LOT 14C

LOT 14B

SOURDOUGH LODGE

(R) 56.00'

(R) N 43°16'00" E 177.06'

(R) 111.06'

10'

20'

20'

SP

City and Borough of Wrangell, Alaska

WRANGELL PLANNING AND ZONING COMMISSION

January 12, 2017 7:00 pm

Agenda

A. CALL TO ORDER/ROLL CALL

Chairperson Don McConachie called the regular meeting of the Wrangell Planning and Zoning Commission to order at 7:00 pm on January 9, 2014 in the Wrangell Borough Assembly Chambers. Commissioners' Rolland Howell, Duke Mitchell, Charles Haubrich, April Hutchinson were present, Commissioner Terri Henson was absent.

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

B. AMENDMENTS TO THE AGENDA

Amending the Agenda so Commission can dispense with the old business due to amount of persons in the audience.

Hutchinson refers to refer address Mr. Bosdell

Jeanna Wittwer in Juneau on the phone

C. APPROVAL OF MINUTES: December 8, 2016

None provided

D. PERSONS TO BE HEARD

Jeanna Wittwer from Juneau on the speaker phone waiting for item to come up.

E. CORRESPONDENCE

F. OLD BUSINESS

1. Nontraditional Housing issues: Cottages, tiny Homes, Yurts, stick built trailer type houses – deferred.

G. NEW BUSINESS

1. Final Plat review of the Torgramsen-Austin Subdivision, a subdivision of the remainder of Lot A-2, Torgramsen-Glasner Subdivision, creating Lot D, zoned Single Family Residential, owned by Lisa Torgramsen, requested by Robbie Austin.

Move to approve by Commissioner Hutchinson the Final Plat review of the Torgramsen-Austin Subdivision, a subdivision of the remainder of Lot A-2, Torgramsen-Glasner Subdivision, creating Lot D, zoned Single Family Residential, owned by Lisa Torgramsen, requested by Robbie Austin, 2nd by Haubrich

Motion passes by unanimous vote.

2. Preliminary Plat Review of the Fennimore/Roland Replat, a replat of Lot 20A, Oliver Subdivision, a portion of Lot 8, Wrangell Townsite, creating Lot 20AA and Lot 8A Fennimore/Roland resubdivision, zoned Single Family Residential, requested by Elaine Fennimore.

Open public hearing

Sierra Ryll 306 Cassiar speaking on behalf of Thomas Rolland, they are ok with the re-zoning but have not received the final square footage of the parcels, or who owns the easement.

Staff recognizes that the sq. ft. is not reflected on the plat but will be on the final. The easement goes from Cassiar to Mt. Dewey and through a portion of the Lot20 in the Subdivision. Working with the surveyor, it appears that over the years things language in deeds and subdivisions have not been consistent. Property owner may need to have a Title Search completed to get the accurate information regarding their property in relation to the easement.

John Martin, 147 Third Street speaking on behalf of neighbor owner Elaine Fennimore, currently there is no room for a parking lot, the Rolland's have offered to sell a portion of their land to help with the parking issue.

Commissioner Mitchell moves to approve the Preliminary Plat Review of the Fennimore/Roland Replat, a replat of Lot 20A, Oliver Subdivision, a portion of Lot 8, Wrangell Townsite, creating Lot 20AA and Lot 8A Fennimore/Roland resubdivision, zoned Single Family Residential, requested by Elaine Fennimore, Howell seconds.

Motion passes by unanimous vote.

3. Conditional Use permit application for a home occupation selling apparel on Trailer Lot 4, of Tract A, USS 2321, (Blooms Trailer Park) zoned Rural Residential, requested by Crystal Hamley, owned by Michelle and William Bloom.

Open public hearing
Close public hearing

Howell moves to approve Conditional Use permit application for a home occupation selling apparel on Trailer Lot 4, of Tract A, USS 2321, (Blooms Trailer Park) zoned Rural Residential, requested by Crystal Hamley, owned by Michelle and William Bloom. Haubrich 2nds,

Motion Passed by unanimous vote.

4. Conditional Use permit application for a Senior Housing and Assisted Living Center, on Lots 14B, 14C, 15B and 15C, Block 83, Wrangell Townsite, Zoned Light Industrial, requested by Daniel Blake and Shannon Bosdell, owned by Bruce and Darlene Harding.

Open public hearing

David Powel 214 Berger Street, read a letter into the record opposing this Conditional Use request application.

Daniel Blake, 501 Mission St., they are currently working on the paperwork to start getting this item approved and underway from required agencies. Questions posed were regarding parking issues.

Chris Guggenbickler, 236 Berger Street, lives down the street from the lodge his concerns are parking, pets and possible trespassing onto private properties in the area, this is a scenic area and is concerned about liability for the area homeowners.

Shannon Bosdell, 109 4th Street, addressing concerns, facility cannot deny a pet for a resident if a comfort or service animal. Cars will not be allowed on the site. Contract reflects the no cars. The Community does need this type of facility, and does understand the concerns of nearby residents.

Hutchinson asks if they will have adequate staffing for the facility. Have certified nurses and assistants. Mr. Bosdell states that the residents will have alert alarm pendants in case they should wander away from the facility.

What about the senior bus? Bus will have its own designated area for parking for picking up and dropping off residents. Commissioner Howell asks where will the designated parking be? There are 15 employees but not all there at the same time. Emergency response in the back.

Jeanna Wittwer 1810 Mark Allen, Juneau Alaska, owns property at 202 Berger Street also submitted letter. Owns adjacent lot across from the lodge, asks where family members will be parking when they come to visit residents in the facility. They are planning in developing their lot and putting in a shop with bay, and possibly loud equipment with a possible negative effects on the residents.

Therese Pempek, 114 Shustak, feels this item was sprung on the neighbors, she has lived in this area many years, but feels that this idea was sprung upon them and would like to have further dialog. The lodge were short term visitors concern for the long term residents and impacts on neighborhood. Will the facility limit or restrict their activities? No green space. Concerned about their quality of life. Will there be expansion? Poor communication. Pets are also concern.

Close public hearing

Mitchell moves to approve Conditional Use permit application for a Senior Housing and Assisted Living Center, on Lots 14B, 14C, 15B and 15C, Block 83, Wrangell Townsite, Zoned Light

Industrial, requested by Daniel Blake and Shannon Bosdell, owned by Bruce and Darlene Harding, Hutchinson seconds.

Hutchinson asks if there is a way to get a diagram of the parking area, more than what was submitted.

McConachie would like to defer this item and hold a workshop to discuss the concerns of all parties concerned.

Wanting to hold a workshop on the 17th January at 5:30pm Tuesday.

Haubrich recuses himself due to conflict of being a landowner in the area.

Mcconachie is deferring to the workshop on Tuesday the 17th at 5:30.

H. PUBLIC COMMENT

I. COMMISSIONERS' REPORTS AND ANNOUNCEMENTS

Haubrich makes comment about what he learned from the process on his variance and his issues with construction process, suggest that the city should have a check list to follow.

J. ADJOURNMENT 7:55pm

Carol Rushmore

RECEIVED
JAN 18 2017
WRANGELL CITY HALL

From: David Powell <dnkpowell40@gmail.com>
Sent: Tuesday, January 17, 2017 9:24 PM
To: ecodev@wrangell.com
Cc: akwittwer@gmail.com; kellybuness@yahoo.com; pempek@gci.net; ccgugg@gci.net; loveritchie@yahoo.com; dr.haubrich@gmail.com; haubrichpam@yahoo.com
Subject: Conditional Use Permit requested by Blake and Bosdell

Dear Planning and Zoning Commissioners:

Please accept this email in lieu of signed correspondence. We are getting ready to leave town on vacation and our time is a bit limited.

We would like to thank the Commission for the opportunity to participate in the work session on Tuesday, January 17. Vice Commissioner McConachie did an excellent job allowing the current neighborhood residents to voice their concerns over the proposed conditional use permit.

Since we are unable to attend the Special Meeting scheduled for Monday, January 23, we would like to reiterate the following concerns that we have in hope that they can be addressed:

***Parking:** Although Mr. Bosdell and Mr. Blake addressed parking during the work session, we do not feel that the current parking lot provides adequate parking for the amount of owners, staff members, residents and guests that are being proposed. We appreciate Mr. McConachie's research and due diligence on checking out the site but without an as-built, it is impossible to know where the actual parking lot sets. One way to address this concern would be to require an as-built or current survey of the property and/or to limit the number of residents residing in the facility.

***Handicap Ramp/Emergency Personnel Access:** In order to provide appropriate access for Harbor House residents and emergency personnel, yet maintain the privacy and low traffic flow of the current neighborhood, we request that that handicap access be moved from Berger Street to the Peninsula Street side.

***Property Owner Liability:** We request assurance from the Borough's attorney and the attorney representing Mr. Blake and Mr. Bosdell that neighborhood property owners will not incur liability for residents of Harbor House or their guests who may trespass on our properties.

***Pets:** Most residents of the current neighborhood have pets. While occasionally, the pets may get loose and an "all points bulletin" has to be issued, we are a very pet-responsible neighborhood. We have a concern over the lack of space for Harbor House residents to walk their pets or allow them to do their "business." None of the current neighbors want to have an influx of additional pets "pottying" in our yards.

***Green Space:** It has been stated that current neighborhood residents are not opposed to assisted living in Wrangell and actually embrace the idea. In order to maintain quality of life for our valued seniors, it would only be fair to provide them with green space - a park like area similar to those provided by the Senior Apartments and Wrangell Medical Center Long Term Care.

***Neighborhood Noise and Current Climate:** During the work session Mr. Blake and Mr. Bosdell assured us that the current noise level and climate of the established neighborhood is not an issue and would not be affected. We appreciate this good faith effort on their part.

During the Work Session, Mr. Bosdell briefly touched on his experience as an assisted living home administrator. Has the Commission been privy to his resume, character references, possible issues that faced former homes that he has managed, and the reasons why he is no longer managing them? Under normal circumstances, new owners in a neighborhood would not be required to provide this type of documentation. However, this is an unusual situation with the potential for large impact on the existing neighborhood.

In closing, we would request that the following conditions be imposed if a permit is issued:

1. The number of allowed residents be reduced by half of which is being proposed.
2. Prior to opening the facility, the handicap access be moved from Berger Street to the Peninsula Street side of the building.
3. Prior to opening, a pet area be designated and enclosed for residents of Harbor House.
4. Prior to opening, a green space (park-like area) be established on Harbor House property to enhance quality of life for our seniors.
5. Legal Council assurance be provided to current neighborhood residents that liability for trespassers associated with Harbor House will not be incurred on their property.

As always, we appreciate your volunteer service and dedication to our community.

Sincerely,

David & Kimberly Powell

City and Borough of Wrangell

Agenda G4

Date: January 6, 2017

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Conditional Use permit application for a Senior Housing and Assisted Living Center, on Lots 14B, 14C, 15B and 15C, Block 83, Wrangell Townsite, Zoned Light Industrial, requested by Daniel Blake and Shannon Bosdell, owned by Bruce and Darlene Harding.

Background: Daniel Blake and Shannon Bosdell have purchased the Alaskan Sourdough Lodge with the intent to convert the Lodge into a Senior Living Facility to include 16-20 bed Senior living apartments including up to 5 beds for Assisted Living. There are 5 assisted living apartments, 11 senior living apartments and 2 resident apartments.

Review Criteria:

Light Industrial: Chapter 20.51
Standards: Chapter 20.52

Findings of Fact: The property is zoned Light Industrial which allows heavy commercial and industrial type uses. WMC 20.51.040 (C) requires multifamily structures, dormitories and boarding houses obtain a Conditional Use Permit. The property is comprised of 4 lots. Front access is from Shustak Street between Berger Street and Peninsula Ave. Parking is in the front of the building. The zoning surrounding the property includes single family residential across Berger toward the shoreline and waterfront development across Shustak and Berger Street and across Peninsula Street.

The Alaskan Sourdough Lodge has catered to the Tourism industry since the 1980's. The conversion of the facility to a residence hall may change certain patterns. The activity and traffic for the lodge increases during the spring/summer/fall months because of the visitor season with clients coming and going. The Senior facility would be steady access year round with traffic based on the needs of the residents of the facility. Not all residents would be driving, but if there are similarities to the Senior Apartments, at least half if not more of the residents would have vehicles, and visitor parking also needs to be accounted for. Per the WMC 20.52.190 (H) Off Street Parking, the facility requires 13 off-street parking places to accommodate 1 vehicle per residential unit (not including the 5 Assisted Living facility units). I do not yet have a copy of the parking plan and a Variance application might be required. Mr. Bosdell indicated that most residents will not have vehicles, but unless their contract specified no vehicle, it is possible that up to 13 parking places could be required for the residential facility alone, not including handicapped space, visitor space and employee space required. The Planning and Zoning Commission, upon review of the parking plan once submitted, needs to determine if existing parking is adequate or a variance is necessary.

According to my conversation with Mr. Bosdell, there was clarification on the 20 units versus 20 beds. Several of the units could be double occupancy. He indicated verbally that there will be 5 assisted living apartments, 11 senior living apartments and 2 resident apartments.

He indicated pets, other than service animals, may be conditionally allowed. There might be concern by neighbors that pets would wander onto their property to relieve themselves, so it might be prudent for conditions dealing with animals be required.

The State has a licensing requirements and according to the applicants, they are working on their permit. I spoke with the new licensing contact who said they had not yet seen an application for the facility and she personally had not yet spoken to any one regarding the application. She said that the key part of their licensing review of the facility was the Fire Marshall review and inspection report. Once the State receives the application it is usually a 2-4 month licensing process requiring review of the Fire Marshall report, on site inspection making sure other state requirements are met, and back ground checks on all employees. For more state information and copy of the license application and regulations, go to: <http://dhss.alaska.gov/dhcs/pages/cl/all/default.aspx>

Conditions of Approval for conditional use applications include:

1) *Minimal impacts on adjacent neighbors from noise, traffic, appearance, yards etc.* As discussed in more detail above, the proposed facility should not have an increase in the traffic as a result from the conversion from a lodge to a senior residential living facility, but the impact might be more noticeable in the winter months when visitor comings and goings are typically less. If dogs are allowed for even half the residents, an increase in animals could impact the neighborhood.

2) *Provisions of sewer and water:* The property is connected to sewer and water.

3) *Entrances and off-street parking available without safety issues:* Access to the property is off Shustak St between Berger Street and Peninsula Street. There is a large parking area in front and some in the back, but exactly how many places are available will be provided to the Commission for consideration once the parking plan is submitted. At a minimum, the Code requires 13 parking places (one for each living unit (11) not including the 5 assisted living units). Handicap and additional visitor and employee parking need to be accommodated. If there are contractual agreements prohibiting vehicles by residents, Commission could approve a reduction in the parking requirements. Review of the parking plan will determine if a variance permit to the off-street parking requirements is necessary.

Recommendation:

Staff recommends approval of the conditional use request for a Senior living facility to include assisted living subject to the following conditions:

- 1) All State and federal licensing requirements are obtained.
- 2) Parking plan provides a minimum of 13 on site parking places plus a handicap parking space and 3 additional spaces for visitors/employees for a total of 17 spaces.
- 3) Dogs cared for by facility residents should have an onsite dog walk area for their relief. They are to be walked on a leash and are not to utilize adjacent properties.

RECEIVED

DEC 21 2016

WRANGELL CITY HALL

CITY OF WRANGELL, ALASKA
CONDITIONAL USE APPLICATION

PLANNING AND ZONING COMMISSION
P.O. BOX 531
WRANGELL, ALASKA 99929
Application Fee: \$50

305 0509
305 0792
Wolongir services 1/10/17

I. Applicant's Name and Address:

Daniel Blake + Shannon Bosdell
P.O. Box 1786
Wrangell AK 99929

Applicant's Phone Number:

907-660-7322

II. Owners's Name and Address:

Bruce + Darlene Harding
P.O. Box 636
Wrangell AK 99929

Owner's Phone Number:

907-305-0108

III. Legal Description:

14B, MC

Lot 15B, 15C, Block 83, U.S. Survey

Parcel No.

IV. Zoning Classification:

light industrial

V. Specific Request:

We would like to request that we be issued a conditional use permit to allow us to convert the current Sourdough Lodge into a senior assisted living center and senior housing facility. Our plans would include a 16 to 20 bed facility, food + laundry service, activities and nursing care for those clients who require it.

VI. Site Plan shall be submitted with the application. The plan shall show existing and proposed structures, driveways, roadways, existing and proposed grading. Additional information shall be furnished upon request of the Zoning Administrator.

VII. Construction Schedule: BEGIN:

END:

SIGNATURE OF OWNER:

Bruce + Hardy

DATE: 12-21-16

SIGNATURE OF APPLICANT:

[Signature]

DATE: 12/21/2016

If more than one owner or if more than one parcel is involved, attach all signatures on a separate piece of paper identifying which parcels are owned by which persons.

Written authorization of the property owner must be submitted with this application if the applicant is other than the owner.

HARBOR HOUSE

1104 Peninsula Street

Wrangell, AK 99929

907-305-0792

SITE PLAN

Assisted living business models and pricing strategies have evolved as more communities accept higher-acuity residents with multiple diagnoses and complex care needs. In response to the aging population here in Wrangell and the lack of specialized housing for our seniors and those in need of assistance in performing daily living tasks we have put together this business model.

DASH Enterprises, LLC dba Harbor House is owned and will be operated by Daniel Blake and Shannon Bosdell. Our proposed opening date is April 1st, 2017. We intend to employ 2 to 10 people in various fields. Those being a registered nurse, certified nursing assistants, housekeeping, and maintenance personnel. We are currently in the process of applying for state licensing to support a 5 bed assisted living facility and senior housing.

So many senior care centers have this sterile environment when you walk in to them. We do not want this for our clients. This will be their home, and as such they will have a say in how their room is decorated, furniture, meals, etc. We want to make it a relaxing place that they can call home. We will be providing three meals per day and two snacks for each resident in a restaurant style setting. In addition, we will have a full activities calendar, to include senior exercise classes, movie nights, game nights, and other social activities. Liberal visitation by friends and family members is highly encouraged.

Harbor House will be fully insured to include replacement cost of the building and furnishings and liability insurance as required by state law.

Building and facility use plan:

- 1) Room numbers 7, 8 and 14 will be single occupancy assisted living rooms. Room number 16 will be a double occupancy assisted living room.
- 2) Rooms numbers 1, 2, 3, 4, 5, 6, 9, 10, 11, 12, 13 will be primarily single occupancy senior housing rooms. Should we have clients that are husband/wife, which would like to share a room together they would be placed in one of the larger rooms, such as room number 1&2 which share a common door between them. Room numbers 10, 11, 12 are also larger rooms which could be used for double occupancy if needed.
- 3) All rooms have their own private bathroom and shower or tub facilities.

- 4) The nurse's station will be located in the northeast corner of the banquet/meeting room where the current Sourdough Lodge bar is. Directly behind the nurses station is a locked room which will be used for storage of client medical supplies and prescription medication.
- 5) Each room has a working smoke alarm and there are multiple fire extinguishers mounted throughout the building as required by state regulations.
- 6) The kitchen is a commercial kitchen equipment with a hood and fire suppression equipment required by state law.
- 7) Primary entry and exit of the building will be through the front doors. All other exits will be considered emergency exits and will be alarmed.
- 8) There will be security cameras placed in the hallways to observe the entire length of the hallway and exit doors. A monitor for these cameras will be in place at the nurses' station.
- 9) Parking will be provided by the large parking lot in the front of the building.
- 10) Maximum occupancy will be 25 residents, not including the owners.
- 11) A wheel chair ramp is located on the northeast corner of the building. Plans are to install a second ramp over the front stairs to the left of the front doors.
- 12) Owners will live on site in the two upstairs apartments. Each of these is approximately 1,000 sq ft and have their own private bathrooms and showers.
- 13) The center will have someone on duty 24 hours per day 7 days per week to monitor the facility and our residents to keep them safe.

Respectfully submitted;



Daniel Blake

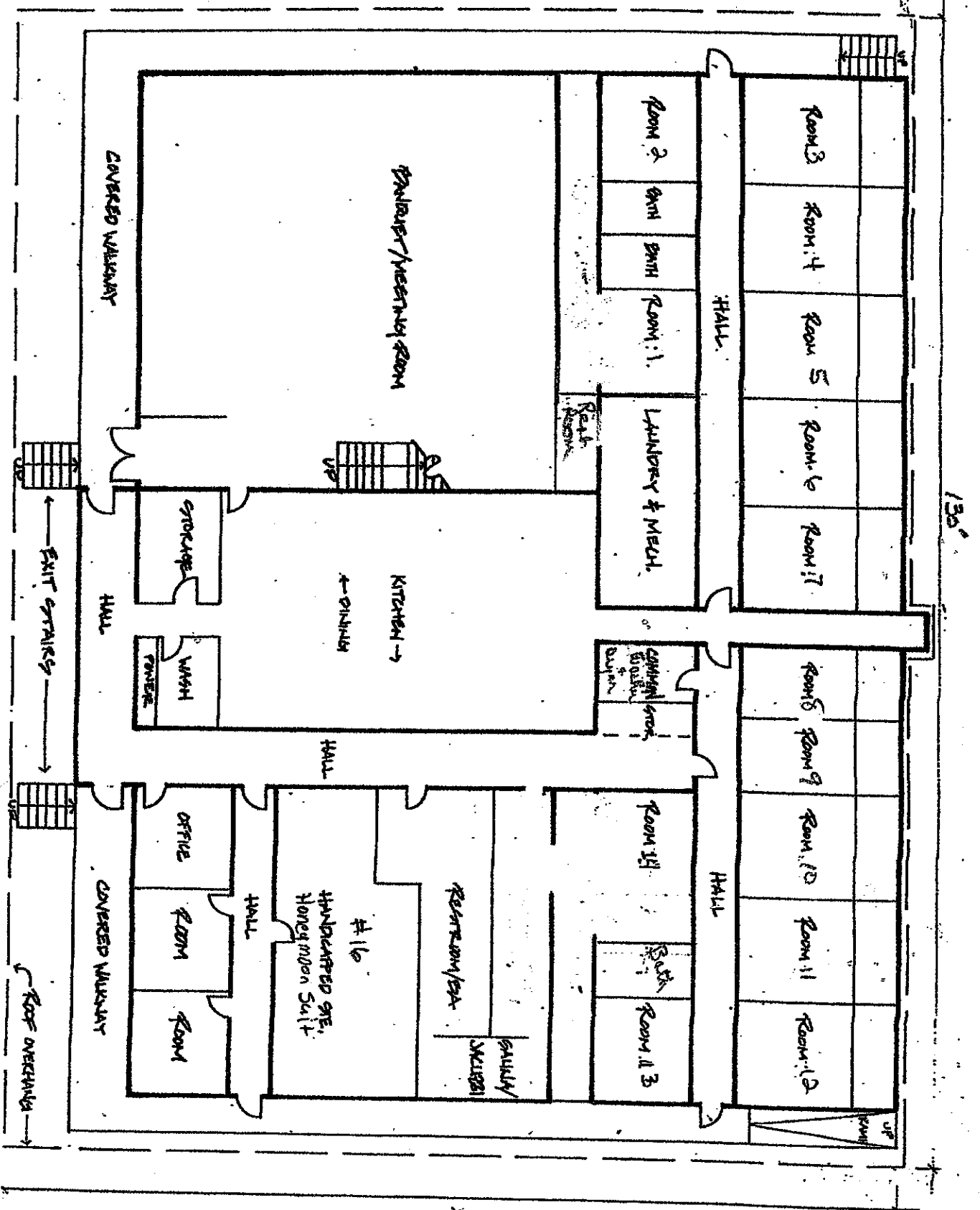
Assistant Administrator

Harbor House

* First Story 13,100 sq. ft. under roof

* Second Story 2000 sq. ft. under roof

Building Sketch



1/32" = 1'-0"

CITY AND BOROUGH OF WRANGELL, ALASKA



1 inch = 100 feet
Date: 1/10/2017

Public Map

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



CITY AND BOROUGH OF WRANGELL, ALASKA



1 inch = 75 feet
 Date: 1/10/2017

Public Map

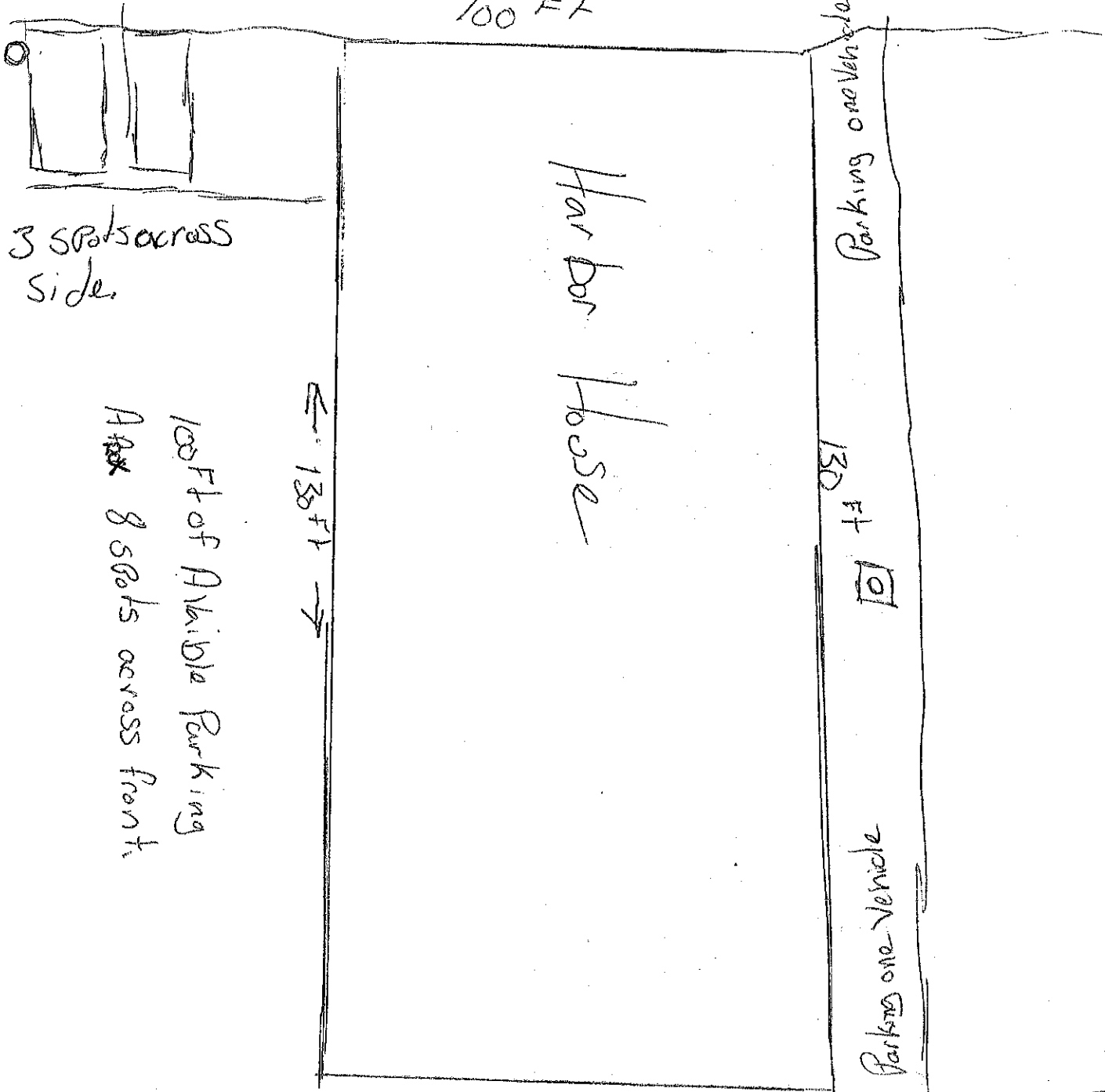
DISCLAIMER: THESE MAPS ARE FOR PLANNING PURPOSES ONLY.
 PROPERTY LINES ARE APPROXIMATE.



Parking Plan
Rev'd 11/1/17

614

Street Side
100 FT



Harbor Street
Harbor Parking

Emergency Vehicle Access

HARBOR HOUSE
1104 Peninsula Street
Wrangell, Alaska 99929
907-305-0500

RESIDENTIAL SERVICES CONTRACT

Resident Information

Name: _____

Name of Resident's Representative (if any): _____

Representative's Home Address and Phone Number: _____

This agreement is made and entered into by and between Harbor House (hereinafter "the home") and _____ (hereinafter "Resident") on this _____ day of _____, 20 _____.

Services and Accommodations

The parties to this contract agree as follows:

The Home will provide **assisted living services/senior housing (circle one)** to aid the Resident in the performance of the activities of daily living or to meet the resident's need for personal assistance, which the Home will provide or obtain for the resident in accordance with the Resident's Living Plan. (Describe each service provided. Examples: none needed, monitor, prompting, some physical assistance, daily, once per week, etc.)

Activities of daily living

- a) Bathing _____
- b) Toileting _____
- c) Eating/Meal Service _____
- d) Mobility Transfers _____
- e) Dressing _____
- f) Grooming _____

Personal Assistance

- a) Housekeeping _____
- b) Meal Preparation _____
- c) Shopping _____
- d) Scheduling Appointments _____
- e) Community Activities _____
- f) Transportation _____
- g) Personal Money Assistance _____

Health Related Issues

- a) Medications _____
- b) Intermittent Nursing Services _____

Accommodations

- _____ Private room
- _____ Shared room with one other resident

Furnishings to be provided by Home

RATE

The rate for the services described above shall be \$ _____ per month.

Monthly Rate Due Date – Payment is due on the _____ of each month. A late fee of (3) three percent of the monthly fee or \$50.00, whichever is less will be assessed for any monthly fee not paid within 10 days of the due date.

The Home may not increase the rate charged for services unless the Home notifies the resident or the resident’s representative of the increase in writing at least 30 days before the increase is to take effect.

RIGHTS, DUTIES, AND OBLIGATIONS OF RESIDENT

Notwithstanding the rights, duties and obligations of the Resident pursuant to Alaska law, the Resident hereby further agrees that:

- 1) The Resident shall notify the Home of any absence of the Resident from the property for a period of overnight or longer.
- 2) Resident may not operate any business or commit any illegal act on the Home's premises.
- 3) ~~The Resident understands and agrees that parking at Harbor House is limited and that space must be kept open for emergency vehicles to access the home. Therefore residents may not park a vehicle at Harbor House.~~
- 4) ~~Resident understands and agree to abide by the Home's rules. Resident acknowledges having received a copy of the Home's rules and having the rules explained to him/her in a language or manner which the Resident understands.~~

*

TERMINATION OF CONTRACT

Termination by Resident – The Resident must give the Home at least 30 days written notice of intent to terminate this Residential Services Contract. The monthly rate shall be prorated based upon the effective date of the termination of the Residential Services Contract.

Termination by Home – The Home will not terminate this Residential Services Contract with a Resident of the Home against the Resident's will, except:

- 1) For medical reasons;
- 2) For engaging in a documented pattern of conduct that is harmful to the Resident, other Residents, or staff of the Home;
- 3) For violation of the terms of the Residential Services Contract, including refusal to pay costs incurred under the contract;
- 4) When an emergency transfer out of the Home is ordered by the Resident's physician;
- 5) When the Home is closing; or
- 6) When the Home can no longer provide or arrange for services in accordance with the Resident's needs and the Resident's assisted living plan.

At least (30) thirty days before terminating the Residential Services Contract with a Resident under (2), (3), (5), or (6) of this section, the Home shall provide written notice of the proposed contract termination to the Resident or the Resident's representative, and to the Resident's service coordinator, if any.

The termination notice shall set forth the following:

- 1) Basis for termination;
- 2) The Resident's right to contest the termination in the manner provided for in the Residential Services Contract, which must include and offer by the Home to participate in a case conference.

Case Conference – Before terminating this Residential Services Contract with a Resident, the Home shall participate in a case conference if requested by the Resident or the Resident's representative. The case conference shall include the Resident, the Resident's representative, if any, the Resident's advocate, if any, the Resident's service coordinator, if any, the Home administrator, and appropriate care providers who may discuss the appropriateness of the contract termination.

Relocation- If a Home terminates a Residential Services Contract with a Resident, the Home shall cooperate with the Resident, the Resident's service coordinator, if any, and the Resident's representative, if any, in making arrangements to relocate the Resident.

ADVANCE PAYMENTS

Pursuant to AS 47.33.030, the Home may not require Resident or Resident's Representative to make advance payment to the Home except as security for performance of the Residential Services Contract or as advance rent for immediately following rental period as the rental period is defined in the Residential Services Contract.

Resident has remitted to the Home the sum of \$ _____ on the _____ day of _____, 20 _____, as (check one):

_____ Security for performance of this Residential Services Contract;

OR

_____ Advance rent for the immediately following rental period commencing on the _____ day of _____, 20 _____.

By accepting the advance rent specified herein, the Home, pursuant to AS 47.33.030 hereby agrees as follows:

- 1) The Home shall promptly deposit the advance payment specified herein a designated trust account, in a financial institution, separate from other money and property of the Home;
- 2) The Home will not represent on a financial statement that the advance payment specified herein is part of the assets of the Home;
- 3) The advance payment specified herein shall only be used for the account of the Resident;

- 4) The name and address of the depository where the advance payment specified herein is held is as follows:

The Home may withhold from the Resident the advance payment specified herein as follows:

- 1) Charges for damages to the Home resulting from other than normal use;
- 2) Sums reasonably necessary to compensate the Home for services provided to the Resident under terms and conditions of this Residential Services Contract;
- 3) Charges for cleaning needed to return Resident's room to a condition similar to that prior to occupancy by the Resident; and
- 4) Damages to which the Home may be entitled as a matter of law.

REFUND OF ADVANCE PAYMENTS

Resident acknowledges receipt of a copy of the Home's policy regarding the refund of unused advance payments. Resident acknowledges and understands that Resident is entitled to a prorated refund of the unused portion of an advance payment. The Home will return to Resident the advance payment specified herein with fourteen (14) days of the date this Residential Services Contract was terminated, less any amount withheld subject to the terms and conditions specified herein.

CONTRACT AUTHORITY

This contract is interpreted in accordance with the laws of the State of Alaska.

Administrator or Designee

Date

Signature of Resident or Resident's Representative

Date

Printed Name of Resident's Representative if not signed by Resident

Carol Rushmore

From: Dustin & Jeanna Wittwer <akwittwer@gmail.com>
Sent: Tuesday, January 10, 2017 10:33 PM
To: ecoddev@wrangell.com
Subject: variance request for assisted living facility

Dear Carol and Planning & Zoning Committee,

Thank you for the letter letting us know about the variance request for our neighbors who are looking to convert the Sourdough Lodge into an assisted living facility for the elders of Wrangell, and 24 hour care for a few disability eligible individuals, requiring greater support. We are the present owner the neighboring lot, entitled "Wrangle Townsite, Block 84, Lot 16D. This lot partially borders Shustak Street and extends from Peninsula Street south westward to the beach.

As a relatively new owner of the lot that is directly across the street with a residence on the water front side of our lot, I wanted to let you know the future development plans for our property and express some minor concerns about the planned assisted care facility and proposed variance.

If I remember correctly, the business plan calls for

- * 4 assisted living units for individuals experiencing a qualifying disability, presumable for Medicaid/Medicare waiver.
- * 20 beds for elder assisted living.

While I love the idea of increasing this type of service availability in Wrangell, the location within a light industrial zone could be challenging.

- * Elders and individuals experiencing disabilities may require reduced sensory stimulation (meaning the absence of loud unpredictable noises).
- * Elders tend to have non-traditional sleeping patterns which would also be potentially problematic when neighboring shops (commercial and private) use their power tools to work on projects.
- * Some of these residents, care providers, and visiting guest will need parking on the property for their vehicles, which appears to be limited.
- * The elders and residents experiencing disabilities will need green spaces outside for recreation and relaxation.
- * We question who would be liable in the event that an elder were to wander onto neighboring property and get hurt.

Our future plans for development of our lot include, extensively remodeling and/or enlarging our home on the waterfront side of the property, and building a large multi-bay shop with one or possibly two apartments on the second floor on our lot directly across the street from the current lodge. We are concerned that granting a variance to allow the proposed business use on the property will interfere with future development plans and business uses which fit with specified zoning of the area.

Additionally, we are concerned about the current placement of the Shustak St. roadway. It appears as if the road has encroached onto our lot (16D) during a past, 1990s, road improvement project, rather than being located appropriately through what has become the Lodge's parking lot. Presently, it appears as if the lodge has more parking than perhaps it should have if and when the road placement is rectified. We are not certain about this claim and an accurate survey would be required to substantiate. However, if this is accurate it may result in further reduction in the parking and outdoor space available in front of the current lodge building.

At this point we are unsure what types of machinery may be used within our future shop building but wanted to have my concerns regarding potential noise, lack of green/outdoor space, and parking on the record for future reference.

Dustin and Jeanna Wittwer

David & Kimberly Powell
P.O. Box 2159
Wrangell, AK 99929-2159

January 12, 2017

Planning & Zoning Commission
City & Borough of Wrangell, Alaska
P.O. Box 531
Wrangell, AK 99929

Dear Mrs. Henson and Planning & Zoning Commissioners:

Thank you for this opportunity to give input regarding the conditional use permit requested by Mr. Blake and Mr. Bosdell.

We would like to register our opposition to the permit.

We would like to go on record saying that Mr. & Mrs. Harding have been exceptional neighbors. We have enjoyed living next door to them and have always maintained an excellent relationship with open communication.

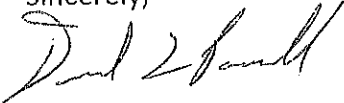
While in favor of an assisted living home in Wrangell as we clearly see the need for such a facility, we are opposed to the location proposed.

Harding's Alaskan Sourdough Lodge sits directly across Berger Street from our residence. We own two lots on the water. In addition to our home, we have a historical cannery building with a dock over the water. Our landscaped yard with its numerous flowers and berries is very alluring to those walking by, as is the gorgeous water view and the dock. We are concerned about the liability an assisted living home in our neighborhood could pose, both to resident safety and to us as homeowners. If one of the patients from the home were to walk down to our dock, fall and get injured, we could be liable for the injury since it occurred on our property.

Another concern we have is the obvious lack of respect that Mr. Blake and Mr. Bosdell have shown for the neighborhood, the Planning & Zoning Commission and the process in general. At no time, have they visited with the residents of the established neighborhood. We found out about their proposal when they started advertising on social media and through local news sources. By their own admission, they have already made plans to fill the beds and have begun taking reservations even though they do not possess the necessary permits. It is our understanding that Mrs. Rushmore had requested a site plan with more detailed information regarding access, parking and configuration. When I visited with Mrs. Rushmore on Monday, January 9, she had still not received these documents. If they are willing to overlook these legalities, what other requirements will they overlook for the sake of convenience?

We humbly request that the Planning and Zoning Commission deny the request for the conditional use permit requested by Daniel Blake and Shannon Bosdell and leave the zoning of the site at its current usage.

Sincerely,



David & Kimberly Powell