

City and Borough of Wrangell, Alaska

WRANGELL PLANNING AND ZONING COMMISSION

January 12, 2017 7:00 pm

Agenda

A. CALL TO ORDER/ROLL CALL

B. AMENDMENTS TO THE AGENDA

C. APPROVAL OF MINUTES: December 8, 2016

D. PERSONS TO BE HEARD

E. CORRESPONDENCE

F. OLD BUSINESS

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

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.
- Pub Hrg 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.
- Pub Hrg 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.
- Pub Hrg 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.

H. PUBLIC COMMENT

I. COMMISSIONERS' REPORTS AND ANNOUNCEMENTS

J. ADJOURNMENT

City and Borough of Wrangell, Alaska

Agenda F-1

Date: January 9, 2017

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Tiny Homes, Cottages, Yurts

This memo and information is an introductory discussion of Tiny Homes, Cottages, Yurts to identify for the Commission some of the inquiries and issues that staff are discussing, and to obtain some direction or interest for future discussions.

What has prompted this discussion?

- 1) Institute Master Plan includes a development area for tiny homes/small cottages – sharing parking, common area and reducing lot size requirements.
- 2) Inquiries by several individuals about the construction of yurts in Wrangell.
- 3) Inquiries about tiny homes (on wheels or off) and where are they permitted
- 4) Staff acknowledging changes in building options and needing further education as to zoning or building code compliance

Some basic sites for starters if you feel up to exploring these issues:

Fact Sheet from the State of Minnesota on Tiny Houses:

<http://americantinyhouseassociation.org/wp-content/uploads/2016/08/Minnesota-Tiny-House-Fact-Sheet.pdf>

By Becky Kemery, excerpt from Yurts: Living in the Round

<http://www.yurtinfo.org/yurts-and-building-codes>

<http://americantinyhouseassociation.org/>

Some of the issues include:

Temporary vs. permanent use

Accessory vs primary use

Permanent foundations

Building code requirements

Standards as to floor size, sewer/water, kitchen, toilets

There are many more valuable websites. If you find one you think provides great information, please email it to me. I am developing a list of sites and can add it to the spreadsheet.

City and Borough of Wrangell, Alaska

Agenda G1

Date: January 9, 2017

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

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

Mr. Austin is seeking to purchase the proposed Lot D in the attached map.

The Commission approved the preliminary plat in October with a 10 foot wide utility easement centered on the mutual lot line between Proposed Lot D and Remainder Lot A-2 and that a 5 foot utility easement be place on the lot line adjacent to Lot B. These provide future corridor for utilities if ever needed to the back portions of these two lots. Both easements are within the required side yard setback.

Staff recommends approval of the Final plat.

CERTIFICATE OF OWNERSHIP AND DEDICATION
 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.

DATE _____
 USA ANNE TORGRAMSEN

NOTARY'S ACKNOWLEDGMENT
 U.S. OF AMERICA
 STATE OF ALASKA
 CITY AND BOROUGH OF WRANGELL

THIS IS TO CERTIFY THAT ON THIS _____ DAY OF _____, 20____, BEFORE ME, THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED _____ TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND _____ ACKNOWLEDGED TO ME THAT _____ SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA
 MY COMMISSION EXPIRES _____

CERTIFICATE STATE OF ALASKA (FIRST JUDICIAL DISTRICT)ss
 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 _____

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____ WILL BE DUE ON OR BEFORE OCTOBER 15, 20____ DATED THIS _____ DAY OF _____

ASSESSOR CITY AND BOROUGH OF WRANGELL

CERTIFICATE OF APPROVAL BY THE ASSEMBLY
 I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL AS RECORDED IN MINUTE BOOK _____ PAGE _____ DATED _____ 20____ AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER, WRANGELL, ALASKA.

DATE _____
 ATTEST: _____ MAYOR, CITY AND BOROUGH OF WRANGELL

CITY CLERK _____

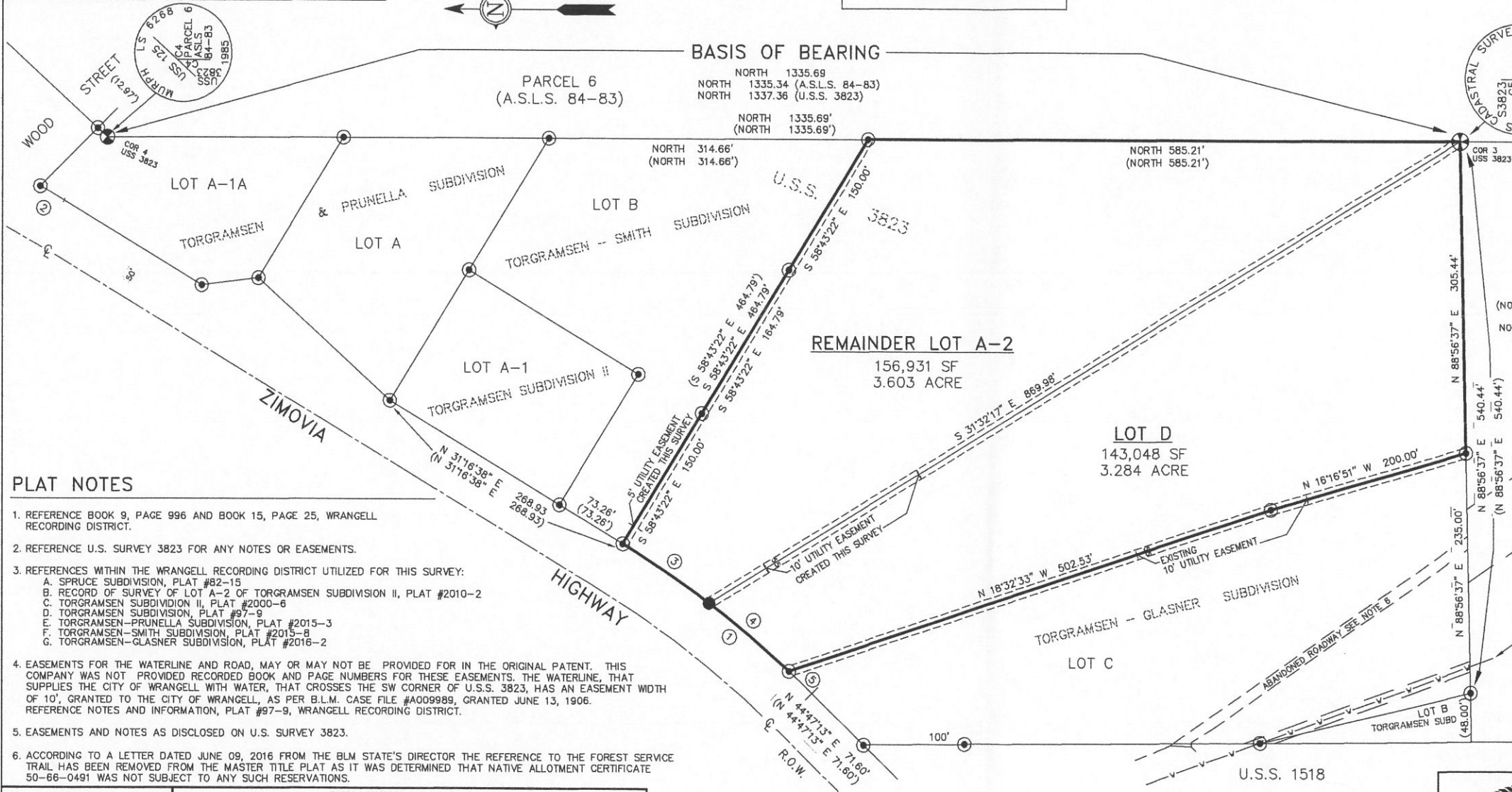
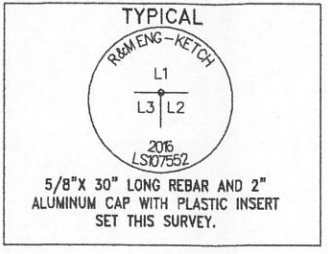
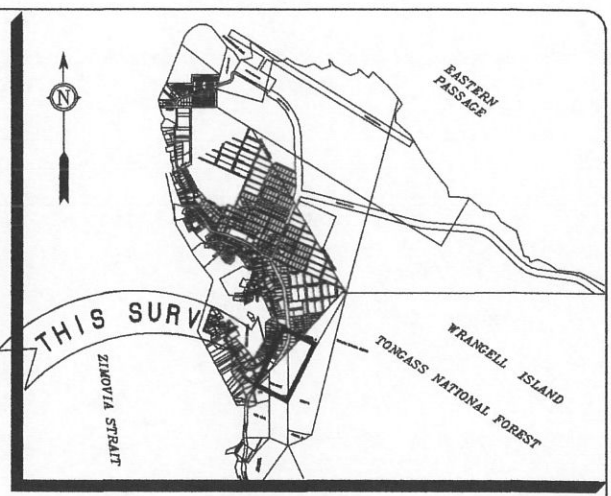
CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION
 I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL PLANNING COMMISSION, AND THAT SAID PLAT HAS BEEN APPROVED BY THE COMMISSION BY PLAT RESOLUTION NO. _____ DATED _____ 20____ AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

DATE _____
 CHAIRMAN, PLANNING COMMISSION _____

SECRETARY _____

RECORD CURVE DATA

①	Δ = 13°30'55" R = 1004.93' L = 236.95' C = 236.40'	②	Δ = 01°33'18" R = 1004.92' L = 27.28' C = 27.27'
CHD. BRG. = N38°01'55.11"E		CHD. BRG. = N31°03'06"E	
③	Δ = 5°52'12" R = 1004.93' L = 102.882' C = 102.837'	④	Δ = 05°52'12" R = 1004.93' L = 102.882' C = 102.837'
CHD. BRG. = N34°12'35.98"E		CHD. BRG. = N40°04'32.82"E	
⑤	Δ = 01°46'41" R = 1004.93' L = 31.188' C = 31.187'		
CHD. BRG. = N43°53'51.95"E			



PLAT NOTES

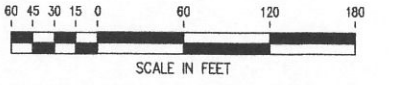
- REFERENCE BOOK 9, PAGE 996 AND BOOK 15, PAGE 25, WRANGELL RECORDING DISTRICT.
- REFERENCE U.S. SURVEY 3823 FOR ANY NOTES OR EASEMENTS.
- REFERENCES WITHIN THE WRANGELL RECORDING DISTRICT UTILIZED FOR THIS SURVEY:
 - A. SPRUCE SUBDIVISION, PLAT #82-15
 - B. RECORD OF SURVEY OF LOT A-2 OF TORGRAMSEN SUBDIVISION II, PLAT #2010-2
 - C. TORGRAMSEN SUBDIVISION II, PLAT #2000-6
 - D. TORGRAMSEN SUBDIVISION, PLAT #97-9
 - E. TORGRAMSEN-PRUNELLA SUBDIVISION, PLAT #2015-3
 - F. TORGRAMSEN-SMITH SUBDIVISION, PLAT #2015-B
 - G. TORGRAMSEN-GLASNER SUBDIVISION, PLAT #2016-2
- EASEMENTS FOR THE WATERLINE AND ROAD, MAY OR MAY NOT BE PROVIDED FOR IN THE ORIGINAL PATENT. THIS COMPANY WAS NOT PROVIDED RECORDED BOOK AND PAGE NUMBERS FOR THESE EASEMENTS. THE WATERLINE, THAT SUPPLIES THE CITY OF WRANGELL WITH WATER, THAT CROSSES THE SW CORNER OF U.S.S. 3823, HAS AN EASEMENT WIDTH OF 10', GRANTED TO THE CITY OF WRANGELL, AS PER B.L.M. CASE FILE #A009989, GRANTED JUNE 13, 1906. REFERENCE NOTES AND INFORMATION, PLAT #97-9, WRANGELL RECORDING DISTRICT.
- EASEMENTS AND NOTES AS DISCLOSED ON U.S. SURVEY 3823.
- ACCORDING TO A LETTER DATED JUNE 09, 2016 FROM THE BLM STATE'S DIRECTOR THE REFERENCE TO THE FOREST SERVICE TRAIL HAS BEEN REMOVED FROM THE MASTER TITLE PLAT AS IT WAS DETERMINED THAT NATIVE ALLOTMENT CERTIFICATE 50-66-0491 WAS NOT SUBJECT TO ANY SUCH RESERVATIONS.

DRAWN BY: MCH
 CHECKED BY: COB
 DATE PLATTED: 08/24/2016
 DATE SURVEYED: JUL-OCT 2015
 SCALE: 1"=60'
 SURVEYED BY: MICHAEL HOWELL
 PROJ NO.: 162771

SURVEYOR'S CERTIFICATE
 I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN OCTOBER 2015 A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED BY R&M ENGINEERING-KETCHIKAN, INC. 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.

 CHRISTOPHER G. PIBURN LS 107552

DATE 12-8-2016



CLIENT: ROBBIE AUSTIN
 BOX 1976
 WRANGELL, AK 99929



WRANGELL RECORDING DISTRICT

Revisions	
No.	Description

R&M ENGINEERING-KETCHIKAN, INC.
 355 Carfenna Lake Road
 Ketchikan, AK 99901
 Phone: (907) 225-7917
 Fax: (907) 225-3441

CRAIG OFFICE
 P.O. BOX 1273
 CRAIG, AK 99821
 Phone: (907) 626-2294
 Fax: (907) 225-3441

CERTIFICATE OF AUTHORIZATION #: C578

PROJECT:
TORGRAMSEN-AUSTIN SUBDIVISION
 A SUBDIVISION OF REMAINDER LOT A-2,
 TORGRAMSEN-GLASNER SUBDIVISION.
 CREATING LOT D OF REMAINDER LOT A-2
 TORGRAMSEN-AUSTIN SUBDIVISION
 WITHIN U.S. SURVEY 3823,
 WRANGELL RECORDING DISTRICT

City and Borough of Wrangell, Alaska

Agenda G2

Date: January 9, 2017

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: 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

The two adjacent landowners are modifying the lot line between them because of parking and access encroachments.

The only concern from staff's review is the location, ownership, and description of the 3 foot easement or right of way that extends from Cassiar all the way up to Mt. Dewey. Older plats and documents are showing some inconsistencies as to who owns it and if it is easement or right of way. Staff is working with the surveyor to sort out these discrepancies and should have more information at the meeting.

CITY AND BOROUGH OF WRANGELL, ALASKA



1 inch = 166.66667 feet
Date: 1/10/2017

Public Map

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



CERTIFICATE OF OWNERSHIP AND DEDICATION

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.

DATE _____

THOMAS E. ROLAND

NOTARY'S ACKNOWLEDGMENT

U.S. OF AMERICA
STATE OF ALASKA
CITY AND BOROUGH OF WRANGELL

THIS IS TO CERTIFY THAT ON THIS _____ DAY OF _____, 20____, BEFORE ME, THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED _____ TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND _____ ACKNOWLEDGED TO ME THAT _____ SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

MY COMMISSION EXPIRES _____

CERTIFICATE OF OWNERSHIP AND DEDICATION

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.

DATE _____

ELAINE EVI FENNIMORE

NOTARY'S ACKNOWLEDGMENT

U.S. OF AMERICA
STATE OF ALASKA
CITY AND BOROUGH OF WRANGELL

THIS IS TO CERTIFY THAT ON THIS _____ DAY OF _____, 20____, BEFORE ME, THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED _____ TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND _____ ACKNOWLEDGED TO ME THAT _____ SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

MY COMMISSION EXPIRES _____

- LEGEND**
- SCHEFF ALUMINUM CAP ON 5/8 REBAR MONUMENT RECOVERED
 - POOL ALUMINUM CAP ON 5/8 REBAR MONUMENT RECOVERED
 - ⊗ T-BAR SECONDARY MONUMENT RECOVERED
 - ⊙ IRON PIPE RECOVERED
 - 5/8 REBAR 30" LONG WITH 2" ALUM CAP WITH PLASTIC INSERT SET THIS SURVEY
- BK 22, P 576, W.R.D. REFERENCE TO DOCUMENTS RECORDED WITHIN WRANGELL RECORDING DISTRICT
- (88.09) DATA OF RECORD
- 88.09 DATA MEASURED OR COMPUTED
- PREVIOUS PROPERTY LINE
- ROAD CENTERLINE



CERTIFICATE STATE OF ALASKA (FIRST JUDICIAL DISTRICT)ss

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 _____

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____ WILL BE DUE ON OR BEFORE OCTOBER 15, 20____ DATED THIS _____ DAY OF _____

ASSESSOR CITY AND BOROUGH OF WRANGELL

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

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. _____ DATED _____, 20____, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

DATE _____

CHAIRMAN, PLANNING COMMISSION

SECRETARY _____

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL AS RECORDED IN MINUTE BOOK _____ PAGE _____ DATED _____, 20____, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

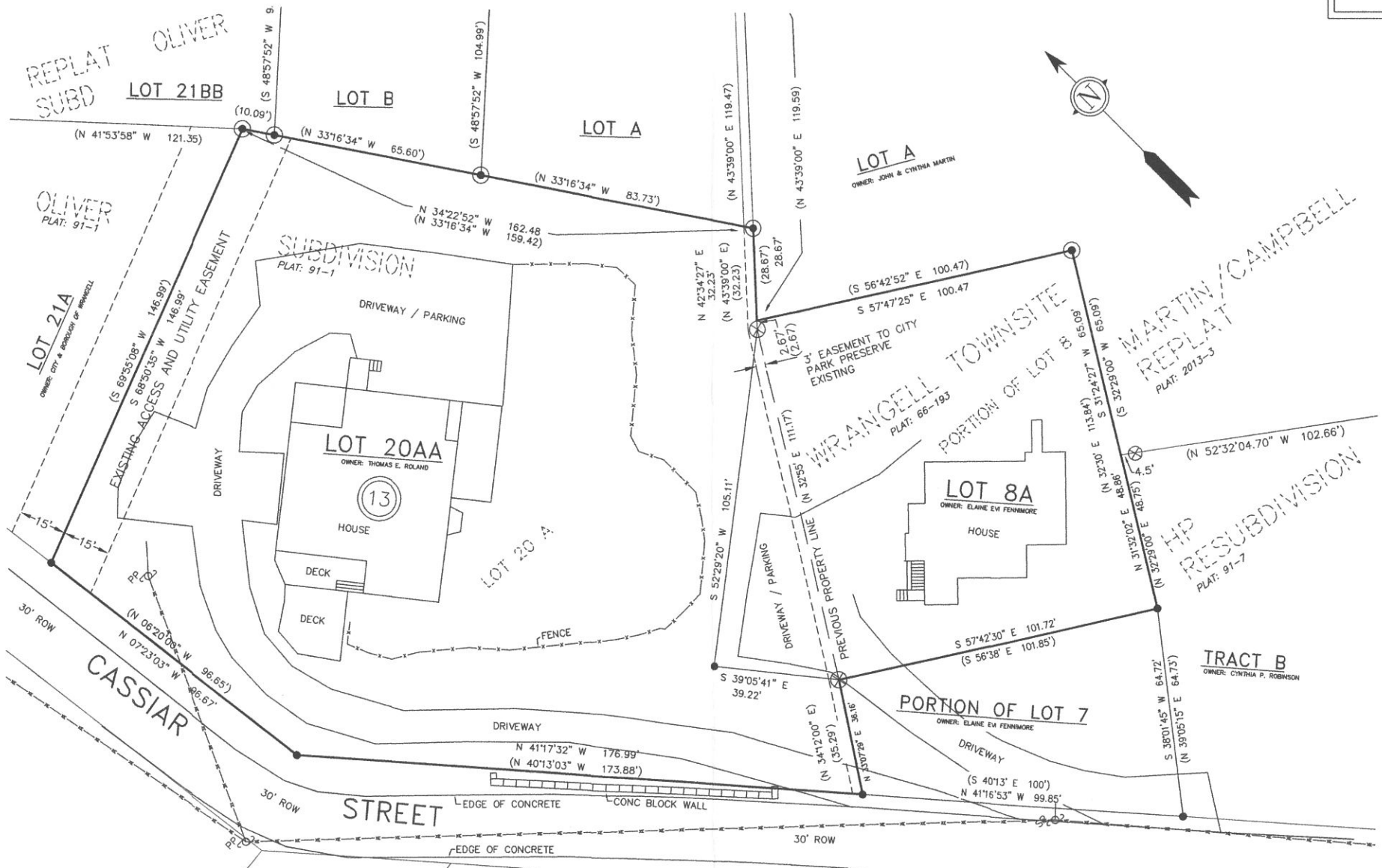
DATE _____

MAYOR, CITY AND BOROUGH OF WRANGELL

ATTEST: _____

CITY CLERK _____

- PLAT NOTES**
- THE BASIS OF BEARING IS THE ACCEPTED BEARING OF S 42°31'39.23" E BETWEEN H&W BRASS CAPS NO. 104 & 159. THE TIE FROM H&W NO. 104 TO THE S.E. CORNER OF LOT 20AA IS N 75°07'28.59" E AND A DISTANCE OF 215.80 FT.
 - THIS PLAT WILL COMBINE A PORTION OF LOT 20A OF OLIVER SUBDIVISION AND PORTION OF LOT 8 WRANGELL TOWNSITE INTO ONE LOT TO FORM LOT 20AA OF FENNIMORE / ROLAND RESUBDIVISION.
 - REFERENCES WITHIN THE WRANGELL RECORDING DISTRICT UTILIZED FOR THIS SURVEY:
 - PLAT 91-1
 - PLAT 66-193
 - QUICKCLAIM DEED 2005-000407-0
 - STATUTORY WARRANTY DEED 2014-000232-0
 - DEED OF TRUST 2014-000233-0
 - ASSIGNMENT OF DEED OF TRUST 2014-000234-0
 - ASSIGNMENT OF DEED OF TRUST 2014-000235-0



OWNERSHIP STATUS

- LOT 20A (THOMAS E. ROLAND)
- PORTION OF LOT 8 (ELAINE EVI FENNIMORE)

PROPOSED OWNERSHIP

- LOT 20AA (THOMAS E. ROLAND)
- LOT 8A (ELAINE EVI FENNIMORE)

PREVIOUS LOT AREAS

- LOT 20A (36,430 SQ. FT)
- PORTION OF LOT 8 (11,542 SQ. FT)

NEW LOT AREAS

- LOT 20AA (34,905 SQ. FT)
- LOT 8A (13,603 SQ. FT)

CLIENT: ELAINE EVI FENNIMORE
BOX 957
WRANGELL, ALASKA 99929

WRANGELL RECORDING DISTRICT

Revisions	
No.	Date

R&M ENGINEERING-KETCHIKAN, INC.
355 Carlianna Lake Road
Ketchikan, AK 99901
Phone: (907) 225-7917
(907) 225-3441

CRAIG OFFICE
P.O. BOX 1273
CRAIG, AK 99921
Phone: (907) 826-2294

PRELIMINARY

CERTIFICATE OF _____

PROJECT: **FENNIMORE / ROLAND REPLAT**

THE REPLAT OF LOT 20A, OLIVER SUBDIVISION, AND PORTION OF LOT 8, WRANGELL TOWNSITE, CREATING LOT 20AA AND LOT 8A, FENNIMORE / ROLAND RESUBDIVISION, CITY AND BOROUGH OF WRANGELL.

DRAWN BY: MCH

CHECKED BY: CGP

DATE PLATTED: JUNE 2016

DATE SURVEYED: FEBRUARY, 2016

SCALE: 1"=20'

SURVEYED BY: MCH / CGP

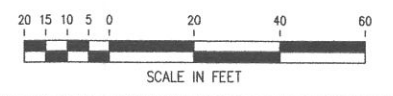
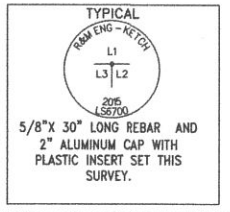
PROJ NO.: 162702

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN 2016 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 FIELD NOTES OF SAID SURVEY, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.

DATE _____

CHRISTOPHER G. PIBURN LS 107552



City and Borough of Wrangell

Agenda G3

Date: January 9, 2017

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: 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

Background: Crystal Hamley is a consultant for LuLaRoe Clothing line, a consultant based business that provides limited number of styles to consultants who sell product on their own schedule.

Review Criteria:

Rural Residential: Chapter 20.28
Standards: Chapter 20.52

Findings of Fact:

LuLaRoe is a popular clothing line for women that is sold through consultants allowing them to sell on their own schedule. Selling of the clothing line is accomplished primarily online, but also by appointment or special showings.

A home occupation is for a business within a residence with no employees (WMC 20.08.380)

Conditions of Approval for conditional use applications include:

- 1) *Minimal impacts on adjacent neighbors from noise, traffic, appearance, yards etc.* The proposed business would be located within the existing residence. The proposed use would only increase traffic and noise if an in-home showing occurs at the residence. The business is not operated as a typical retail store, but rather by appointment or with special showings. Applicant has indicated these will be minimal but could occur.
- 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 Zimovia Highway into the Trailer park. Parking is available for at least 3 cars without impacting other trailers.

Recommendation:

Staff recommends approval of the conditional use request for a home occupation to sell apparel.

CITY OF WRANGELL, ALASKA
CONDITIONAL USE APPLICATION

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

I. Applicant's Name and Address: Crystal R Hamley
Bloom's TP #4 (Box 2216)
Wrangell, AK 99929

Applicant's Phone Number: (907) 660-7353

II. Owners's Name and Address: Crystal Hamley
Po Box 2216
Wrangell, AK 99929

Owner's Phone Number: (907) 660-7353

III. Legal Description: Lot _____, Block #4, U.S. Survey _____
Parcel No. _____

IV. Zoning Classification: ~~MFR~~ RR

V. Specific Request: To sell Lularoe Brand Clothing
from my home, and online. NO building
or construction needed.

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: Crystal Hamley DATE: 11-30-16

SIGNATURE OF APPLICANT: Crystal Hamley DATE: 11-30-16

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.

*Need
landowner
signature*

CITY AND BOROUGH OF WRANGELL, ALASKA

HAMLEY



1 inch = 500 feet
Date: 1/10/2017

Public Map

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



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
Wolinger 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:

Lot ^{14B, MC} 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;



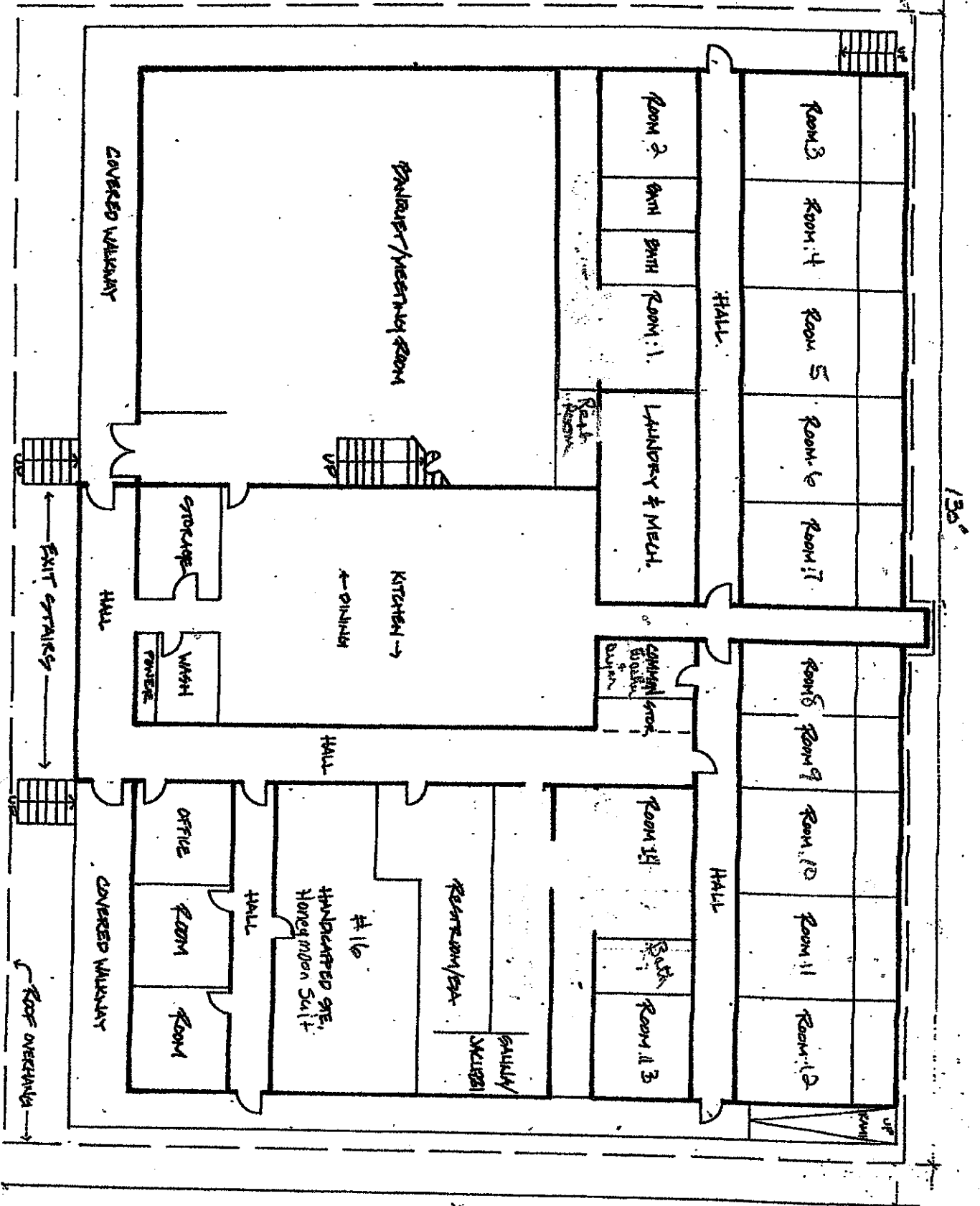
Daniel Blake

Assistant Administrator

Harbor House

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

* Second Story 2000 sq. ft. under roof



Building Sketch

100'-0

CITY AND BOROUGH OF WRANGELL, ALASKA



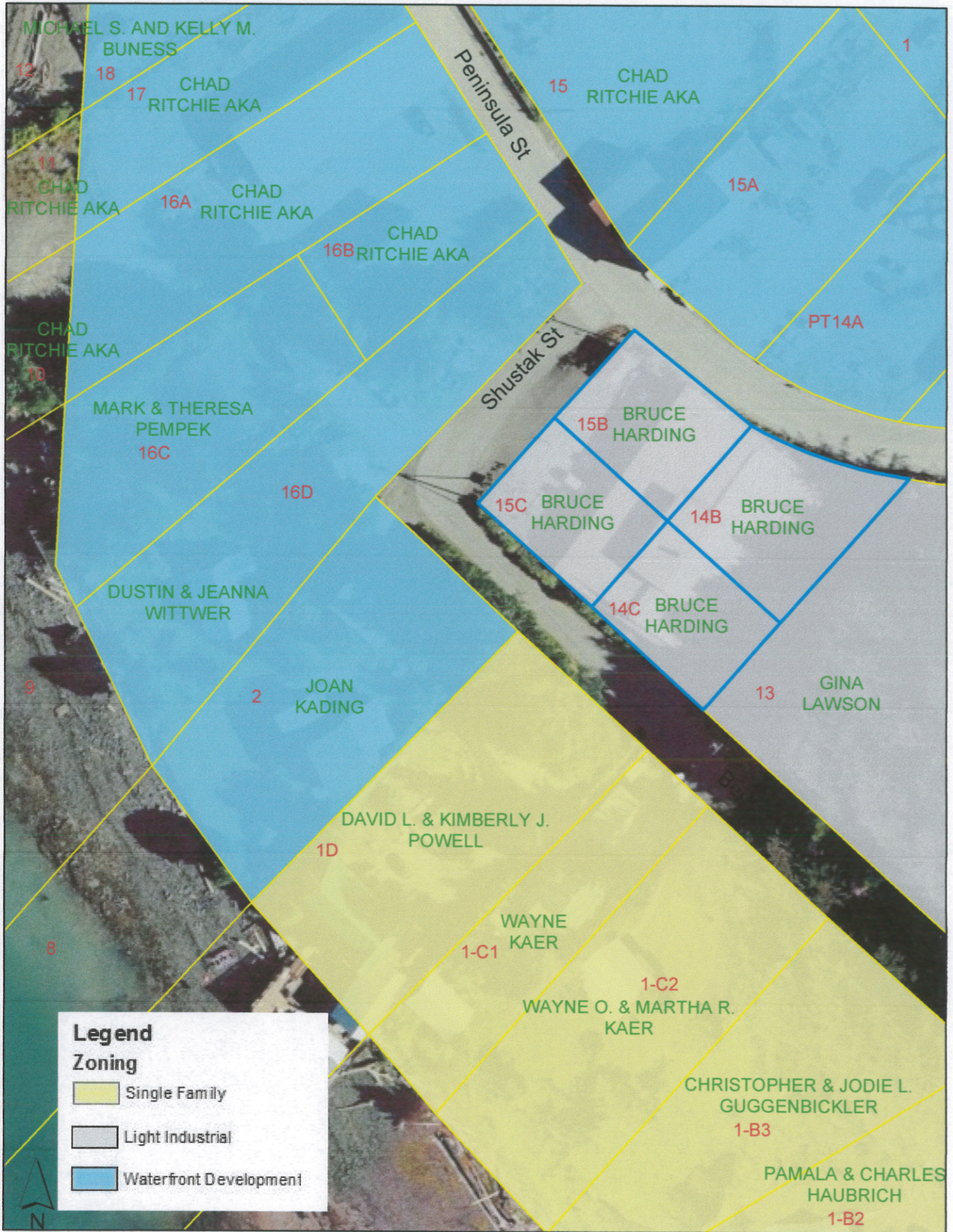
1 inch = 100 feet
Date: 1/10/2017

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

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