

# *City and Borough of Wrangell, Alaska*

## **WRANGELL PLANNING AND ZONING COMMISSION**

**March 9, 2017 7:00 pm**

### **Agenda**

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

#### **B. AMENDMENTS TO THE AGENDA**

**C. APPROVAL OF MINUTES:** December 8, 2016; January 12, 2017; Special Meeting January 23, 2017; and February 9, 2017

#### **D. PERSONS TO BE HEARD**

#### **E. CORRESPONDENCE**

1. Letter to April and James Eilertsen regarding scrap metal accumulation on Lot 2, Block 4, Wrangell Island West Subdivision
2. Letter to Twyla and Dan Nore, Brian Ashton regarding sale of Lot 6A Dan Nore Subdivision.
3. Notices to Local Government of completed applications from Alaska Marijuana and Control Office regarding licenses for cultivation and retail store by Happy Cannabis

#### **F. OLD BUSINESS**

1. Nontraditional Housing issues: Cottages, tiny Homes, Yurts, stick built trailer type houses
2. Zoning of Remote Entitlement Land Areas

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

- Pub Hrg 1. Preliminary Plat review of Larsson-Buhler Replat, the replat of Lots 7B and 8B of Mitchell-Buhler Replat, creating Lots 7BB and 8BB, zoned Waterfront Development, requested by Diane Larsson, owned by DB AK Enterprises LLC.
- Pub Hrg 2. Preliminary Plat review of Sea Level Subdivision III, the subdivision of Lot 2, Sea Level Subdivision II, creating Lot 2A and Lot 2B, zoned Waterfront Development, requested by Sea Level Seafoods LLC, owned by the City and Borough of Wrangell.
- Pub Hrg 3. Preliminary Plat review of Woodbury Tidelands Subdivision II, the replat of Lot 5 block 24A, Wrangell Tidelands Addition (USS 1119) and a subdivision of an unsubdivided portion of ATS #83 creating Lot 5A, Block 24A, zoned Waterfront Development, requested by Brett Woodbury, owned by the City and Borough of Wrangell.
- Pub Hrg 4. Conditional Use Permit application for a Bed and Breakfast or vacation rental on Lot 3A, Block 1 Appleman Subdivision, zoned Single Family Residential, requested by Elizabeth Buness.

#### **H. PUBLIC COMMENT**

#### **I. COMMISSIONERS' REPORTS AND ANNOUNCEMENTS**

#### **J. ADJOURNMENT**



## CITY AND BOROUGH OF WRANGELL

INCORPORATED MAY 30, 2008

P.O. BOX 531 (907)-874-2381  
Wrangell, AK 99929 FAX (907)-874-3952  
www.wrangell.com

February 24, 2017

James and April Eilertsen  
Box 1673  
Wrangell, AK 99929

Re: Wrangell Municipal code Violation – Scrap Metal Pile Nuisance

Dear James and April:

This is a follow up to my letter of February 3, 2017 to you regarding the junk and scrap metal stored and continuing to be deposited without permit approvals on your Lot 2, Block 4, Wrangell Island West Subdivision.

Per my request in the previous letter, I have not heard from you by phone or mail regarding your plan of action for cleaning up the lot. I have tried numerous times to call your home phone this week to talk directly with you, but there is no answering machine and thus I have been unable to leave a message.

The site where the junk and scrap metal is stored is changing regularly. I must remind you that the use of the site for a "junkyard" as defined by WMC 20.08.400 is not a permissible use nor a conditionally-permitted use in the Rural Residential District and is also in violation of WMC 9.08.080 (both outlined in the original letter). While you may have planned on removing the material on the Channel Construction scrap metal barge that was cancelled, the City has not verified that directly with you or via Channel Construction. The City has received no plan of action from you regarding the removal and clean up. We need to know what is occurring on site, and what plans you have for the clean up of the site. Continuing to add to the junk pile is in violation of Wrangell Municipal Code.

There are numerous codes for penalty of violation within the Wrangell Municipal Code, but we would like to work with you to resolve the issue and to clean up your lot without having to resort to fines. Please respond in writing within 5 days of receipt of this letter with your proposed plan of action to clean up the site by April 30, 2017. Give me a call at 874-2381 to discuss further or if you have any questions.

Sincerely,

Carol Rushmore  
Planning and Zoning Administrator

Cc: Jeff Jabusch, Borough Manager  
Doug McCloskey, Chief of Police  
Amber Al-Haddad, Public Works Director



## **CITY AND BOROUGH OF WRANGELL**

*INCORPORATED MAY 30, 2008*

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P.O. BOX 531 (907)-874-2381  
Wrangell, AK 99929 FAX (907)-874-3952  
[www.wrangell.com](http://www.wrangell.com)

March 6, 2017

Dan and Twyla Nore  
P.O. Box 366  
Wrangell, AK 99929

Brian Ashton  
P.O. Box 406  
Wrangell, AK 99929

Re: Lot 6A, Dan Nore Subdivision

Dear Dan, Twyla and Brian:

On March 7, 2016 Jeff Jabusch and I met with you to discuss the potential purchase of Lot 6A, Dan Nore Subdivision, and some of the issues associated with the subdivision and purchase of the property. At that meeting there were questions regarding cost that we could not answer as well as discussion of issues associated with the fill placed on the City lot and the driveway access, ownership and responsibility. Our understanding at the end of the meeting was that both of you were going to get together to work out what type of subdivision might be acceptable so that the City could move forward with getting cost estimates and develop an actual plan of action. Until yesterday when Mr. Nore stopped in to ask as to the status, neither Jeff nor I had heard any more about the property.

In reviewing the file, the attached was something that was signed by all parties in 2012, but since that time I understand that there is disagreement now on this configuration due to the fill and driveway and both parties wanting to share useful land area equally.

We would like to work with you both to meet your needs, however the City is exploring disposal of lands wherever possible. While small, this lot could still be built upon if variances were obtained, the fill removed and the driveway is limited to the easement area. The driveway easement is necessary for the lot owned by Mr. Ashton and Lot 7B owned by Marlene Clarke, but is not necessary for the Nore's. Likewise, the Nore's would not have any use for the fill area but would like the additional land adjacent to their house.

I am attaching three (3) potential subdivision Options A, B and C. Until a survey subdivision is performed, we cannot be exact as to how much area the fill takes up and

how much area each land owner would receive. These concepts are to be used for examples and estimates only. Distances can be modified. Each could work to achieve what we understand is of interest to the parties seeking to purchase Lot 6A. At this time, Option C is recommended by Staff.

Whatever plan is adopted, the cost of the subdivision would need to be shared between the Nore's and the Ashton's. We would propose to the Assembly that the cost of the survey be deducted from the value of the land although it is a Borough Assembly decision.

Please discuss these options or any others between yourselves and let us know which you would prefer so we can move forward and accommodate both your interests.

Sincerely,

Carol Rushmore  
Economic Development Director

Cc: Jeff Jabusch, Borough Manager  
Marlene Clarke  
420 Geri St. NW Apt 358  
Albany, OR 97321

Lot 6A: is approximately 7934 square feet.

The driveway Easement area is approximately (135' X 15') 2025 square feet

If each get equal land area: 3967 square feet,

or 3967 of useable land (such that an easement in Nore property would not count toward the 3967 square feet)

Option A: Carves out the fill area and the easement into Ashton's lot. All distances and square footages are estimates.

Option B: Cuts the lot completely in half. Nore's would have more square footage over all, although useable land area (subtracting out the access easement) would be relatively equal between Ashton and Nore. A maintenance agreement for the easement would be signed between Ashton, Clarke and Nore's per WMC requirement of flag lots, Nore's would have no responsibility for maintenance.

Option C: widens the lot access area from the roadway from 15 feet to 20 foot. The widening is due to Staff's belief that the actual driveway is not within the 15 foot platted easement. This option is the City's recommended option at this time.

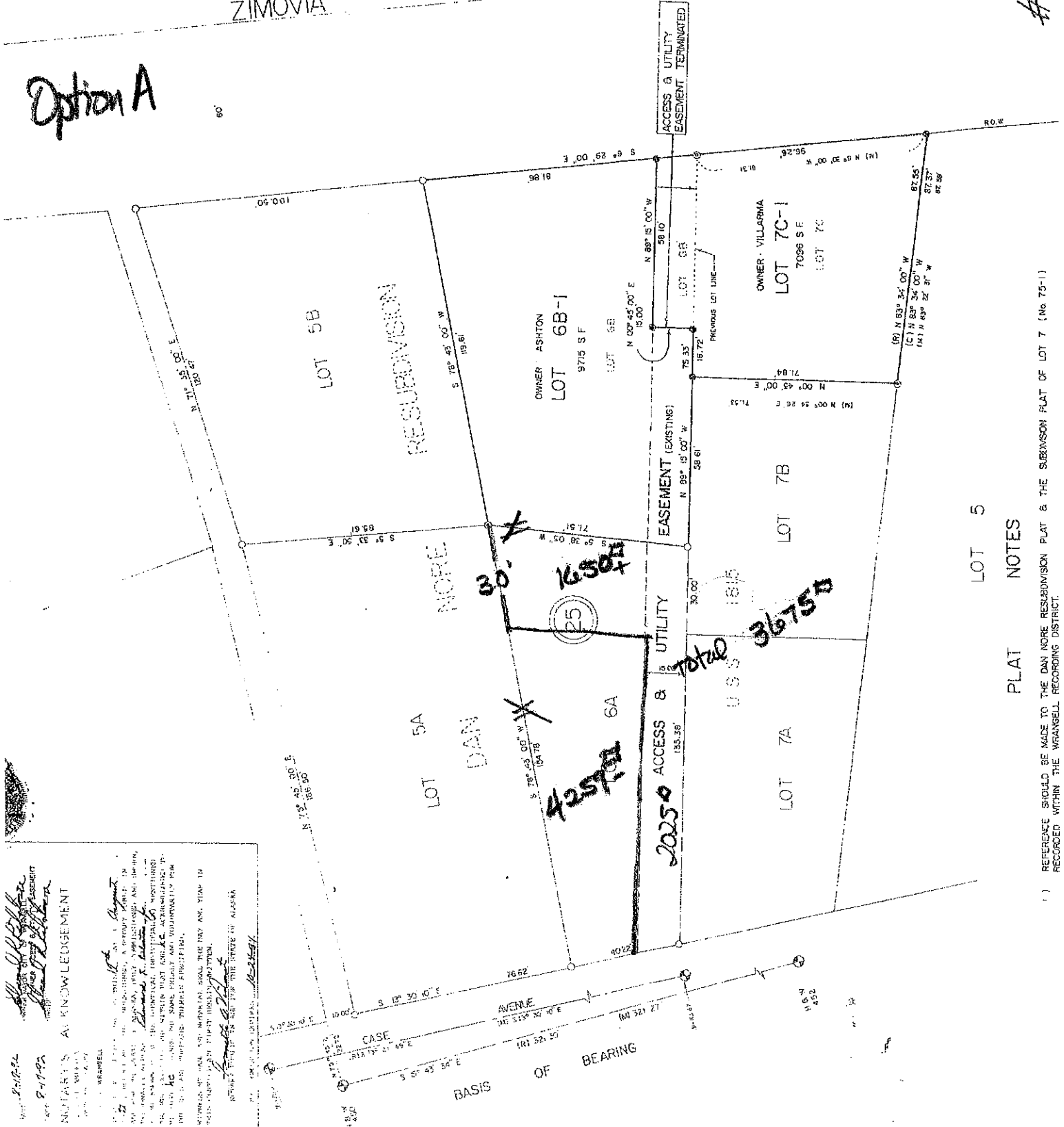
- Appears to include bulk of fill/rock wall into Ashton's lot.
- Square footages are approximate. Because of pie shape lot, Ashton's sqft will be slightly more + Nore's less.
- Distance from Ashton current property line could be 35' whatever land owners agree to. This is example only.

HIGHWAY

# 92-8

Option A

ZIMOVIA



PLAT NOTES

- REFERENCE SHOULD BE MADE TO THE DAN NORE RESUBDIVISION PLAT & THE SUBDIVISION PLAT OF LOT 7 (No 75-1) RECORDED WITHIN THE WRANGELL RECORDING DISTRICT.
- INTEREST IN THE ACCESS & UTILITY EASEMENT, BY THE CITY OF WRANGELL, IS TERMINATED, AS DEPICTED, WITH BOTH

NOTARY'S ACKNOWLEDGEMENT

NOTARY'S SIGNATURE

NOTARY'S COMMISSION

NOTARY'S EXPIRATION DATE

NOTARY'S OFFICE ADDRESS

NOTARY'S PHONE NUMBER

NOTARY'S FAX NUMBER

NOTARY'S E-MAIL ADDRESS

NOTARY'S WEBSITE ADDRESS

NOTARY'S SOCIAL MEDIA ADDRESS

NOTARY'S OTHER CONTACT INFORMATION

NOTARY'S SIGNATURE

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NOTARY'S OTHER CONTACT INFORMATION



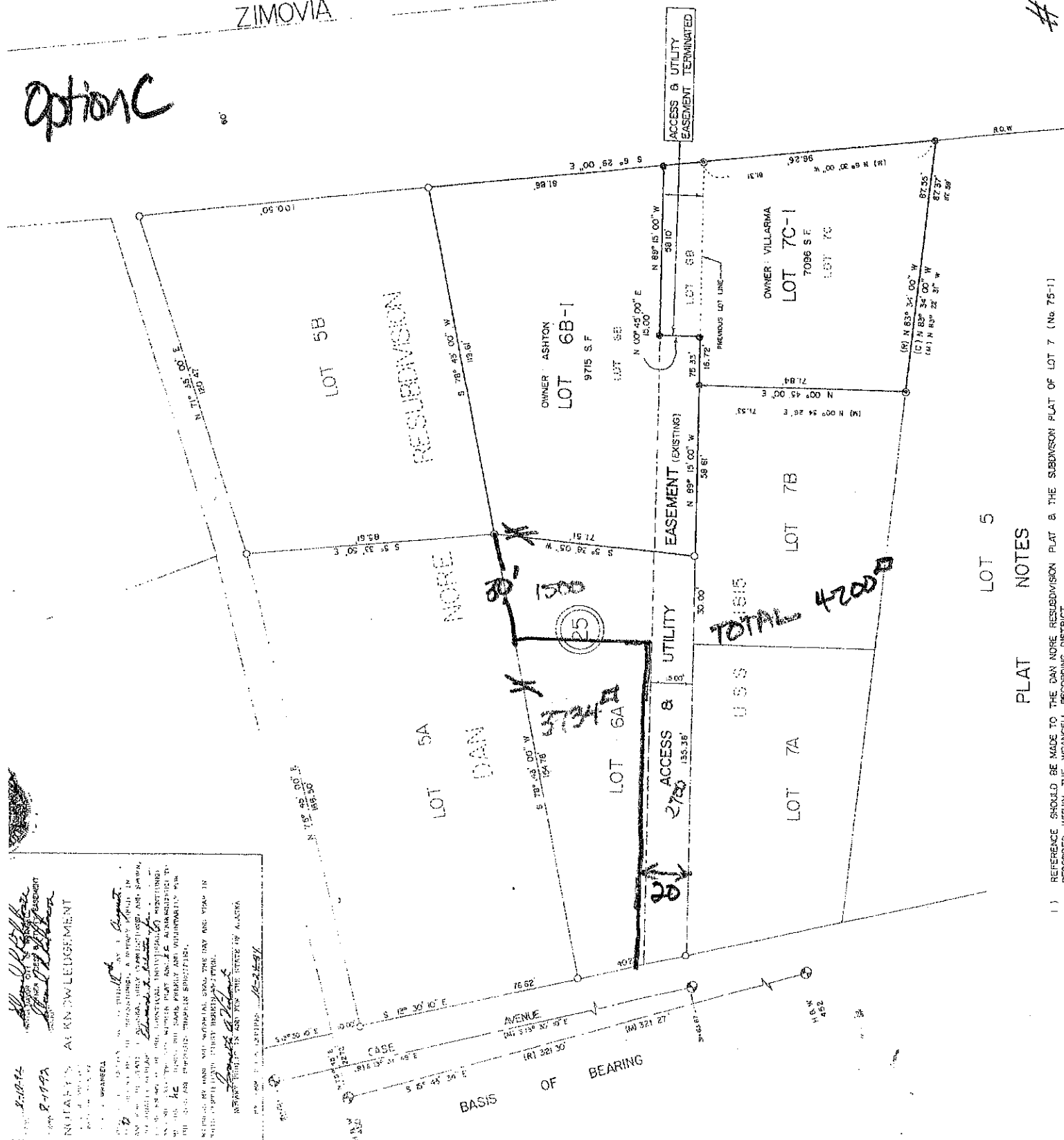
ZIMOVIA

HIGHWAY

Option C

92-10

**THE UNIVERSITY OF CHICAGO**



PLAT

NOTES

LOT 5

1) REFERENCE SHOULD BE MADE TO THE DAN MORE RESUBDIVISION PLAT & THE SUBDIVISION PLAT OF LOT 7 (No 75-1) RECORDED WITHIN THE WRANGELL RECORDING DISTRICT.

INTEREST IN THE ACCESS & UTILITY EASEMENT, BY THE CITY OF WRANGELL, IS TERMINATED, AS DEPICTED, WITH BOTH





THE STATE  
of **ALASKA**  
GOVERNOR BILL WALKER

Department of Commerce, Community,  
and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE

550 West 7<sup>th</sup> Avenue, Suite 1600

Anchorage, AK 99501

Main: 907.269.0350

March 2, 2017

City and Borough of Wrangell

Attn: Borough Clerk

VIA Email: [clerk@wrangell.com](mailto:clerk@wrangell.com)

License Number:	10200
License Type:	Retail Marijuana Store
Licensee:	KELSEY J MARTINSEN; SARINEE NUAMNUI
Doing Business As:	HAPPY CANNABIS
Physical Address:	225 South Front Street Wrangell, AK 99929
Designated Licensee:	KELSEY J MARTINSEN
Phone Number:	907-305-0292
Email Address:	diamondchotel@gci.net

- ☒ New Application    ☐ Transfer of Ownership Application    ☐ Renewal Application  
☐ Onsite Consumption Endorsement

AMCO has received a completed application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under 3 AAC 306.025(d)(2).

To protest the approval of this application(s) pursuant to 3 AAC 306.060, you must furnish the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of the date of this notice, and provide AMCO proof of service of the protest upon the applicant.

3 AAC 306.010, 3 AAC 306.080, and 3 AAC 306.250 provide that the board will deny an application for a new license if the board finds that the license is prohibited under AS 17.38 as a result of an ordinance or election conducted under AS 17.38 and 3 AAC 306.200, or when a local government protests an application on the grounds that the proposed licensed premises are located in a place within the local government where a local zoning ordinance prohibits the marijuana establishment, unless the local government has approved a variance from the local ordinance.

This application will be in front of the Marijuana Control Board at our **April 5, 2017** meeting.

Sincerely,

Sara Chambers, Interim Director

[amco.localgovernmentonly@alaska.gov](mailto:amco.localgovernmentonly@alaska.gov)



THE STATE  
of **ALASKA**  
GOVERNOR BILL WALKER

Department of Commerce, Community,  
and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE  
550 West 7<sup>th</sup> Avenue, Suite 1600  
Anchorage, AK 99501  
Main: 907.269.0350

March 3, 2017

City and Borough of Wrangell  
Attn: Borough Clerk  
VIA Email: [clerk@wrangell.com](mailto:clerk@wrangell.com)

License Number:	10201
License Type:	Standard Marijuana Cultivation Facility
Licensee:	KELSEY J MARTINSEN; SARINEE NUAMNUI
Doing Business As:	HAPPY CANNABIS
Physical Address:	225 South Front Street Wrangell, AK 99929
Designated Licensee:	Kelsey Martinsen
Phone Number:	907-305-0292
Email Address:	diamondchotel@gci.net

- ☒ New Application      ☐ Transfer of Ownership Application      ☐ Renewal Application  
☐ Onsite Consumption Endorsement

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This application will be in front of the Marijuana Control Board at our **April 5, 2017** meeting.

Sincerely,

Sara Chambers, Interim Director  
[amco.localgovernmentonly@alaska.gov](mailto:amco.localgovernmentonly@alaska.gov)

# *City and Borough of Wrangell, Alaska*

## Agenda F-1

Date: November 5, 2016

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Tiny Homes, Cottages, Yurts

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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

At our December 2016 workshop, we discussed PUD – Planned Unit Developments that could provide flexibility in subdivisions (such as the Institute Property) or existing trailer parks wanting to do something different, or other development plans. We do not have a PUD code, but they are very common and a sample draft will be provided at the meeting.

## SIZE in

## ACRES USES - PZ

## USES - EDC

LOCATION	ACRES	USES - PZ	USES - EDC
Thoms Place	1306.69	Some logging in specific areas away from existing residential; residential; larger lot sizes; allow commercial lodges/cabins; recreation; Thoms Creek habitat; cultural sites	Same as PZ; protect Thoms Creek; utilize road access
Olive Cove	463.82	Protect habitat area of the stream. New area allow same uses as RMU-O. Same as PZ	
Wrangell Island West	696.32	Residential for portion; Concerned about slides; New area allow same uses as RR1; former road behind existing lots - work with USFS to open in Wrangell Island Sale	Same as PZ; provide some additional Industrial land near existing Allen sawmill along roadway;
Wrangell Island East	874.91	Currently has road access issues; residential; commercial recreation; larger lots; analyze steep slopes and remaining timber; recreation	Large lots; maintain space between developments; commercial recreation - cabins/lodges; analyze timber lands;
Earl West Cove	895.29	Habitat issues along fish streams; home sites; recreation; commercial recreation; selective harvesting when adjacent landowners might have sales	Where is DOT road easement to mainland?; maintain development area for road; Recreation; Commercial Recreation; Residential along shoreline
Crittenden Creek	405.79	Recreation; selection is along shoreline - residential; cultural sites; habitat - fish; potential logging coinciding with adjacent landowners; LTF use with State	residential; future uses as necessary for DOT road easement; don't see commercial use; keep timber option open if Fed/States have a sale
Mill Creek	148.57	Recreation; cultural sites near by; Fish - habitat	recreation; habitat; commercial recreation - minimal uses
Sunny Bay	2507.62	Recreation; AK Crossing uses - define use; habitat	productive fishing grounds; mariculture; recreation; commercial recreation; continue Ak Crossing use; leave option open for some timber harvesting, but not priority use
Zarembo	1631.9	Residential - view lots and shoreline lots; Timber harvest potentially - could fund development costs; Community dock/ boat launch and access roads; adjacent mineral claims - provide land for development of mineral resources	Farming, pasture land; Large 20-40 acre tracts; residential; recreation; commercial recreation; smaller lots along shoreline; shallow bay- restricted access to some shorelines
<b>TOTAL</b>	<b>8930.91</b>		

# *City and Borough of Wrangell*

Date: March 3, 2017

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Preliminary Plat review of Larsson-Buhler Replat, the replat of Lots 7B and 8B of Mitchell-Buhler Replat, creating Lots 7BB and 8BB, zoned Waterfront Development, requested by Diane Larsson, owned by DB AK Enterprises LLC.

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## **Background:**

In 2015, a contract for sale was recorded by Richard Buhler of DB AK Enterprises with Diane Larsson for a portion of Lots 7B and Lot 8B of the Mitchell-Buhler Replat. Staff notified both Diane Larsson and Mr. Buhler, that the contract deed for sale was not legal per the WMC 19.04.020 requiring a surveyed subdivision and would not be recognized by the City and Borough of Wrangell. In order for the subdivision and contract deed for sale to be recognized, a recorded survey needed to be approved by the Borough.

At the February 9, 2017 meeting, the Planning and Zoning Commission deferred a decision on the preliminary plat. Also under consideration was the vacation of a utility easement which the Commission recommended to the Assembly to vacate. That will go to the Assembly for their March 14, 2017 meeting to consider.

## **Review Criteria:**

Subdivisions: Chapter 19

Standards: Chapter 20.52

## **Findings of Fact:**

The existing and proposed lots are zoned Waterfront Development. Diane Larsson was conditionally approved for a day care facility, subject to the approval of the State to issue a day care license. The Larsson's have been operating a day care facility, prior to the approval of the State.

The purchaser proposed a subdivision of property of Lots 7B and 8B of the Mitchell-Buhler replat requesting the creation of 3 lots, with one of the proposed property lines severing the structure in half. A subdivision must put an entire structure on one lot.

The purchaser has resubmitted a preliminary plat creating only two lots. The existing structure will be wholly located on the larger proposed Lot 7BB, with the smaller Lot 8BB northern property line beginning on the north side of the current access driveway into the property (and proposed easement).

Another suggestion by utility staff was to widen the 30 foot access easement on the south through Lot 8BB. This is actually a very good idea in case proposed future uses need larger access widths (ie container vans from barge companies). However, the future use of the property and ownership is still up in question and this is something that could be done at a later date -- as long as no more of the land along the highway is sold to individual private parties. The Commission could consider that

as a requirement to the plat to protect a variety of future industrial uses at the site and to create enough width for a future right-of-way (minimum width of a ROW is 60 feet).

**Recommendation:**

Preliminary Plat: Staff recommends approval of the proposed preliminary plat as presented, creating two lots, keeping the building wholly on the larger lot, and creating the 30 foot wide access and utility easement. (Vacation of easement was recommended for approval in February).

# *City and Borough of Wrangell*

Date: February 3, 2017

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Preliminary Plat review of Larsson-Buhler Replat, the replat of Lots 7B and 8B of Mitchell-Buhler Replat, creating Lots 7BB, 8AA, and 8BB, zoned Waterfront Development, requested by Diane Larsson, owned by DB AK Enterprises LLC.

Request to vacate a 10 foot utility easement centered on the lot line between Lots 7B and 8B, Mitchell-Buhler Replat, zoned Waterfront Development, requested by Diane Larsson, owned by DB AK Enterprises LLC.

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**Background:** In 2015, a contract for sale was recorded by Richard Buhler of DB AK Enterprises with Diane Larsson for a portion of Lots 7B and Lot 8B of the Mitchell-Buhler Replat. Staff notified both Diane Larsson and Mr. Buhler, that the contract deed for sale was not legal per the WMC 19.04.020 requiring a surveyed subdivision and would not be recognized by the City and Borough of Wrangell. In order for the subdivision and contract deed for sale to be recognized, a recorded survey needed to be approved by the Borough.

As part of this subdivision, the applicants are requesting a vacation of a utility easement that was put in during the Mitchell Buhler replat to guarantee access and utilities to the lower lots without Highway access. The Commission makes a recommendation to the Assembly to vacate easements.

**Review Criteria:**

Subdivisions: Chapter 19

Standards: Chapter 20.52

**Findings of Fact:**

The purchasers have come forward with a proposed subdivision of property of Lots 7B and 8B of the Mitchell-Buhler replat.

The proposed vacation of the utility easement is a valid request as it does go directly over the existing structure. That information was not provided during the preliminary review. The utility easement on the north and south portions of the proposed new lots should suffice for electrical and sewer/water extensions according to Public Works Director Amber Al-Haddad and Electrical Superintendent Clay Hammer.

The existing and proposed lots are zoned Waterfront Development. Diane Larsson was conditionally approved for a day care facility, subject to the approval of the State to issue a day care license. The Larsson's have been operating a day care facility, prior to the approval of the State.

Their proposed subdivision divides an existing single structure in half. While the division may be through a breezeway, a single roof with extended rafters connects the structural facilities thus

creating a single structure. Public Works Director Amber Al-Haddad made a site visit on my behalf to look at what she was able to view. A subdivision must put an entire structure on one lot.

There are lots around town, where a structure might straddle a property line either because an owner owned both lots and built over both, or because a landowner didn't survey prior to construction. Where a structure straddles a property line, those lots are considered as one lot. Here, the lots are being created and the Borough needs to subdivide appropriately ---either the line is moved north of the building, or there is only one new lot being created, or the Larssons legally separate the structures by modifying the roof prior to the subdivision. However, as part of the building permit review, there would be a Fire Marshal review and there could be special fire wall requirements with two structures so close. While there is no setback in the Waterfront Development district, there are Fire Marshall requirements for structures.

Another suggestion by utility staff was to widen the 30 foot access easement on the south through Lot 8BB. This is actually a very good idea in case proposed future uses need larger access widths (ie container vans from barge companies). However, the future use of the property and ownership is still up in question and this is something that could be done at a later date -- as long as no more of the land along the highway is sold to individual private parties. The Commission could consider that as a requirement to the plat to protect a variety of future industrial uses at the site and to create enough width for a future right-of-way (minimum width of a ROW is 60 feet).

#### **Recommendation:**

Utility Easement vacation: Staff recommends the Commission recommend to the Assembly to vacate the 10' utility easement centered on the current property line between Lots 7B and 8B.

Preliminary Plat: Staff recommends denial of the proposed subdivision as presented. Applicants should either move the lot line to the north of the structure so that it is located in its entirety on Lot 8AA; combine Lot 7B and the portion of 8B being purchased into a single lot; or separate the two structures by modifying the roof.

Staff recommends approval if the lot line is moved north so the entire structure is located on Lot 8AA, or if only one lot is created. Staff recommends widening the access easement through Lot 8BB to 60' wide.

Should the Commission have additional questions, please defer a decision until the next meeting and Staff will obtain answers to your questions.



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.

PRINTED NAME

1

NOTARY'S ACKNOWLEDGMENT

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 \_\_\_\_\_

(FIRST JUDICIAL DISTRICT)ss

THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND AN ACTING ASSESSOR FOR THE CITY AND BOROUGH OF WAINWALL, 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 WAINWALL, 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 \_\_\_\_\_ 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

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 PLAT RESOLUTION NO. \_\_\_\_\_ DATED \_\_\_\_\_ 20\_\_\_\_ AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT JUDGSTRATE, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

DATE \_\_\_\_\_ CHAIRMAN, PLANNING COMMISSION

SECRETARY

CERTIFICATE OF APPROVAL BY THE A

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 \_\_\_\_\_ 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.

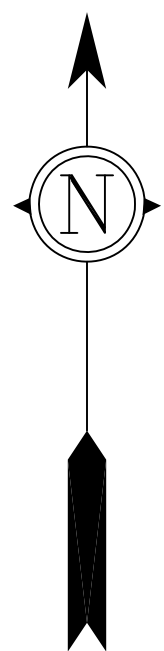
DATE \_\_\_\_\_ MAYOR, CITY AND BOROUGH OF WRANGELL  
ATTEST: \_\_\_\_\_

CITY CLERK

REFERENCES WITHIN THE WRANGELL RECORDING DISTRICT UTILIZED FOR THIS SURVEY:

1. PLAT AND FIELD NOTES OF U.S.S. 3534
2. A.T.S. 604 ADL 17487
3. STATE OF AK. HIGHWAY PROJECT NO.'S  
A. SRP--0943(22)  
B. RS--0943(99)
4. A. BOOK 3, PC 919--994, 30' ACCESS EASEMENT, AFFECTS LOT 8, S2589.  
B. BOOK 7, PAGE 967.  
C. BOOK 11, PAGE 97.  
D. BOOK 11, PAGE 97.  
E. BOOK 23, PAGE 274
5. RECORD OF SURVEY DATED 08-04-2007 PREPARED BY GREG SCHEFF AND ASSOCIATES AS PROJECT #57284-06-00.
6. PLAT #2015-13
7. CONTRACT OF DEED #2016--000012-0
8. THE BASIS OF BEARING IS THE ACCEPTED BEARING OF S 65.0359" E BETWEEN H&W BEARS CAPS NO. 294 & 295. THE TIE FROM H&W NO. 294 TO THE EAST CORNER OF LOT 290C IS S 40.4055" W A DISTANCE OF 14.33 FT.

PROJ NO.: 162762



SCHEFF ALUMINUM CAP ON 5/8 REBAR MONUMENT RECOVERED

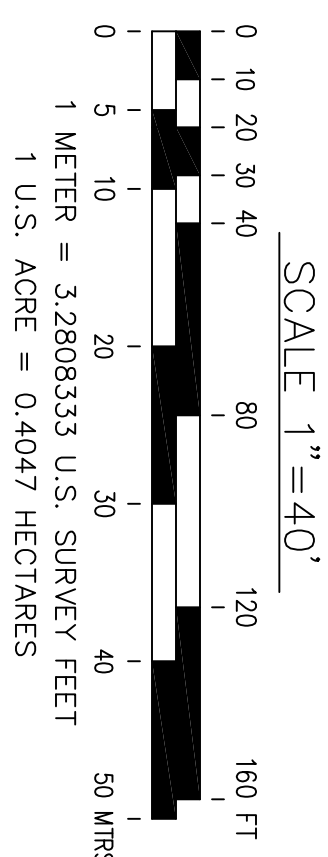
- |     |                      |
|-----|----------------------|
|     | SET THIS SURVEY      |
| (R) | DATA OF RECORD       |
| (C) | CALCULATED DATA      |
| (8) | REFERENCE CURVE DATA |
| --- | ROAD CENTERLINE      |
| --- | OVERHEAD ELECTRICAL  |

1. LOT 7B (56,204 SQ. FT)
2. LOT 8B (37,769 SQ. FT)

1. LOT 7B (56,204 SQ. FT)
2. LOT 8B (37,769 SQ. FT)

1. LOT 7BB (75,778 SQ. FT.)
2. LOT 8BB (18,196 SQ. FT.)

1. LOT 7BB (75,778 SQ. FT.)
2. LOT 8BB (18,196 SQ. FT.)



---

No.	Date	Description

CLIENT: DIANE LARSSON

BOX 1499  
WRANGELL, ALASKA 99929



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.

CHRISTOPHER G. PIBURN LS 107552

DATE \_\_\_\_\_

WITHIN THE CITY AND BOROUGH OF WHANGELL

# *City and Borough of Wrangell*

## Agenda Item G2

Date: March 3, 2017

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Preliminary Plat review of Sea Level Subdivision III, the subdivision of Lot 2, Sea Level Subdivision II, creating Lot 2A and Lot 2B, zoned Waterfront Development, requested by Sea Level Seafoods LLC, owned by the City and Borough of Wrangell

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### **Background:**

Sea Level Seafoods requested to lease additional tidelands adjacent to the new building near the north entrance to the Heritage Harbor Parking Lot in 2016.

### **Review Criteria:**

Subdivisions: Chapter 19

Standards: Chapter 20.52

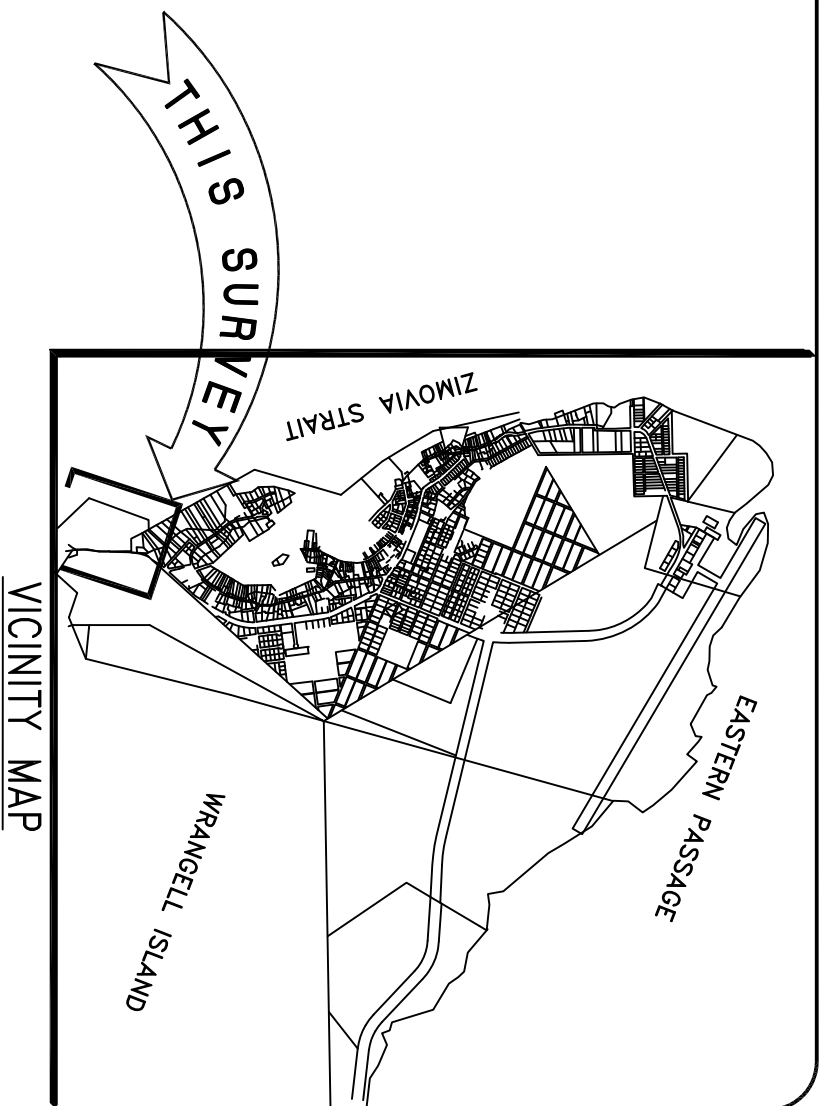
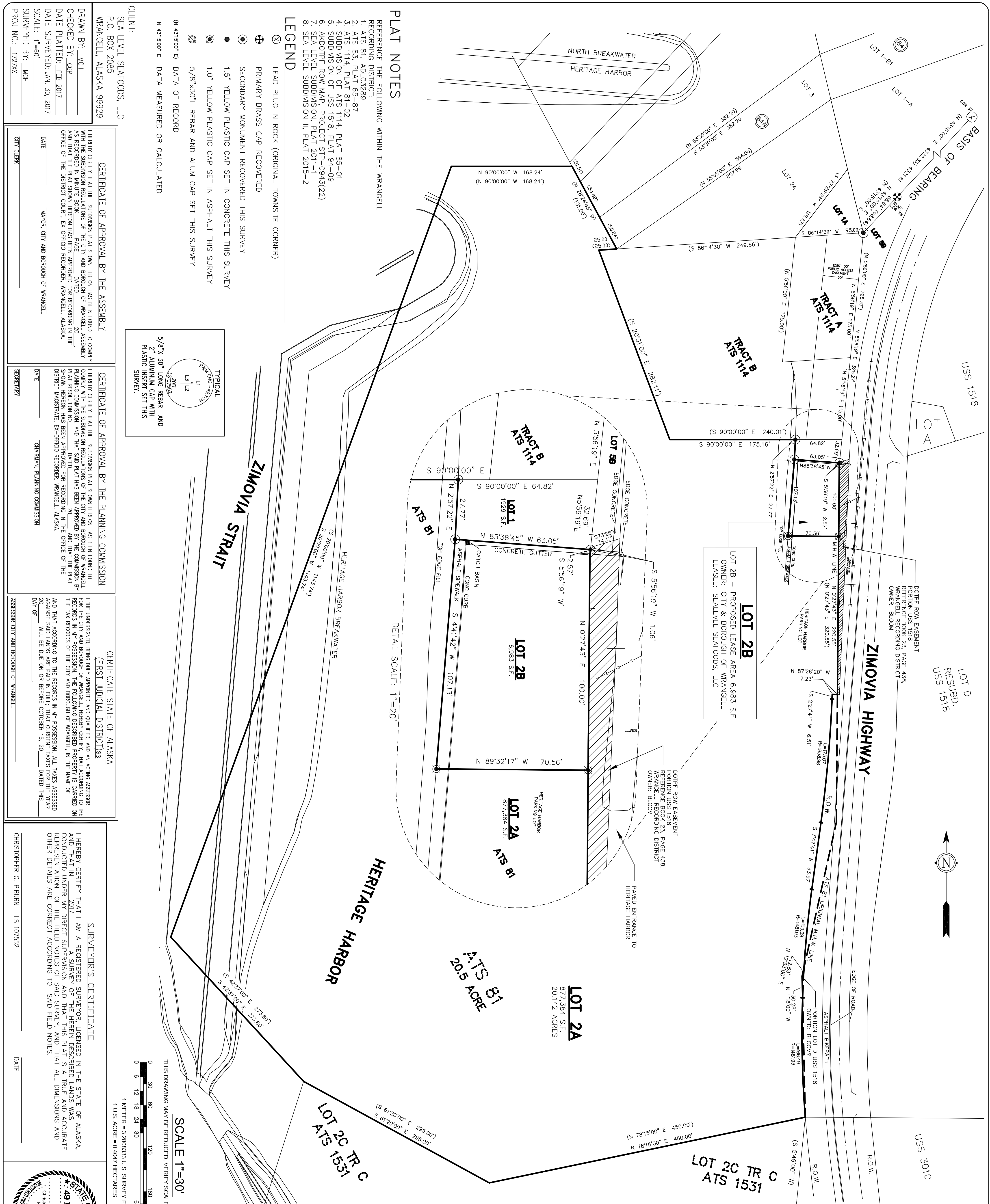
### **Findings of Fact:**

The existing and proposed lots are zoned Waterfront Development.

The request has been reviewed by the Port Commission and the Planning and Zoning Commission in February 2016, with both Commissions recommending to the Assembly to move forward with the disposal of tidelands to Sea Level Seafoods. The Planning and Zoning Commission further recommended that the area be used for parking and surface storage only rather than a building, which the Assembly also approved as part of the tideland lease modifications.

### **Recommendation:**

Staff recommends approval of the proposed preliminary plat as presented.



CERTIFICATE OF OWNERSHIP AND DEDICATION

DATE \_\_\_\_\_

STEVES AUTO AND MOTOR OIL SERVICE

NOTARY'S ACKNOWLEDGMENT

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 \_\_\_\_\_, KNOWN TO ME TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAY AND \_\_\_\_\_ ACKNOWLEDGED TO ME THAT \_\_\_\_\_ SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES HEREIN SPECIFIED.

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

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA  
MY COMMISSION EXPIRES \_\_\_\_\_.

LESSEE CERTIFICATE

WE, THE UNDERSIGNED HEREBY CERTIFY THAT WE ARE THE LESSEE OF LOT 1, SEA LEVEL SUBDIVISION II, AS SHOWN HEREON. WE HEREBY APPROVE THIS SURVEY AND PLAT.

DATE \_\_\_\_\_

PRINTED NAME AND TITLE

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 PLAY AND \_\_\_\_\_ ACKNOWLEDGED TO ME THAT \_\_\_\_\_ SIGNED THE SAME  
WITHEIN 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

WRANGELL RECORDING DISTRICT		
Revisions		
No.	Date	Description
1	10/1/01	Initial
2	10/1/01	Revised
3	10/1/01	Revised
4	10/1/01	Revised
5	10/1/01	Revised
6	10/1/01	Revised
7	10/1/01	Revised
8	10/1/01	Revised
9	10/1/01	Revised
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96	10/1/01	Revised
97	10/1/01	Revised
98	10/1/01	Revised
99	10/1/01	Revised
100	10/1/01	Revised

Phone: (907) 826-2299

STATE OF CALIFORNIA  
OFFICE OF THE ATTORNEY GENERAL  
JULIO GARCIA, ATTORNEY GENERAL  
CIVIL RIGHTS DIVISION  
1601 CALIFORNIA STREET, SUITE 1400  
SAN FRANCISCO, CALIFORNIA 94109  
TELEPHONE: (415) 774-3333  
FAX: (415) 774-3334  
WWW.AG.CA.GOV  
E-MAIL: CIVILRIGHTS@AG.CA.GOV

**SEA LEVEL SUBDIVISION III**  
**THE SUBDIVISION OF LOT 2, SEA LEVEL**  
**SUBDIVISION II, CREATING LOT 2A AND LOT 2B,**  
**SEA LEVEL SUBDIVISION III, WRANGELL**  
**RECORDING DISTRICT**

# *City and Borough of Wrangell*

Agenda Item G3

Date: March 3, 2017

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Preliminary Plat review of Woodbury Tidelands Subdivision II, the replat of Lot 5 Block 24A, Wrangell Tidelands Addition (USS 1119) and a subdivision of an unsubdivided portion of ATS #83 creating Lot 5A, Block 24A, zoned Waterfront Development, requested by Brett Woodbury, owned by the City and Borough of Wrangell.

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## **Background:**

Mr. Woodbury is requesting to purchase additional tidelands in front of Lot 5, Block 24A in order to reconstruct the existing float, have deeper water access, and to square up the tidal limits of the property he owns in the area.

## **Review Criteria:**

Subdivisions: Chapter 19

Standards: Chapter 20.52

## **Findings of Fact:**

The existing and proposed lots are zoned Waterfront Development.

The request has been reviewed by the Port Commission and the Planning and Zoning Commission in December of 2016, with both Commissions recommending to the Assembly to move forward with the disposal of tidelands to Mr. Woodbury.

## **Recommendation:**

Staff recommends approval of the proposed preliminary plat as presented.





# *City and Borough of Wrangell*

## Agenda Item G4

Date: March 3, 2017

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Conditional Use Permit application for a Bed and Breakfast or vacation rental on Lot 3A, Block 1, Appleman Subdivision, zoned Single Family Residential, requested by Elizabeth Bunes.

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**Background:** The applicants are seeking to operate either a transient short term Bed and Breakfast rental within their two story home or utilize the home as a vacation rental unit.

**Review Criteria:**

Single Family Residential: Chapter 20.16

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 Single Family Residential which allows two family dwellings as a permitted use. WMC 20.08.260 defines dwelling unit as 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.

Home Occupations (WMC 20.08.380) are allowed as an accessory use within the home as long as there are no changes from the characteristics of the permitted use. Cottage Industry (WMC 20.08.200) requires a conditional use permit and is for uses that are compatible with the underlying zone but could potentially have impacts to the adjacent property owners. A Bed and Breakfast type facility of short term transient duration (under 30 days) could see an increase in traffic to the neighborhood as a visitor comes and goes from their overnight stay. However, the traffic may be no different than a typical resident. Many visitors will not have a vehicle and will be on foot, but some will have vehicles. The increase in traffic is likely to be minimal. A single long term rental is allowed as a permitted use based on the definition of dwelling unit (WMC 20.08.260) with the residence utilized for residential living. If the residence is used as a vacation rental, where the whole house is rented for short term duration, again, there may be more traffic by the visitors, but it likely would not vary too much from traffic generated by a residential use only.

Noise could be more than typical if the unit is rented by vacationers interested in partying. City Hall has not yet received any complaints by neighbors of B&B's and the owner can provide rules and reminders to all guests to minimize potential issues.

**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 residence is from Evergreen Avenue. The short term or long term rental is required to have at least one off street parking place for the rental unit, and one off street parking place for the residence for a total of 2 off street parking places. Many visitors will not have a vehicle and will be on foot, but some will have vehicles. The property has at least the two required spaces and could accommodate third.

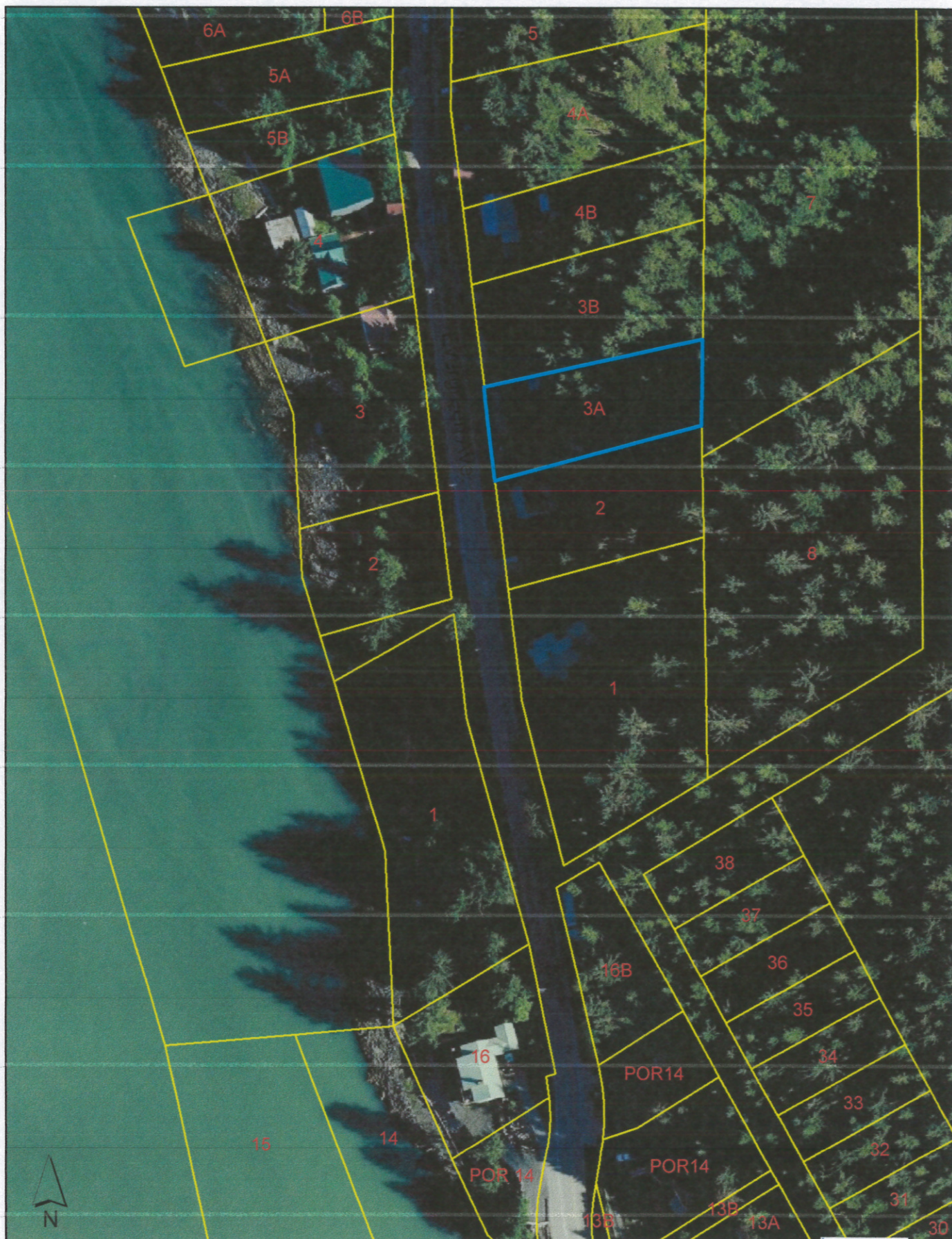
**Recommendation:**

After review and evaluation of the facts listed above, Staff recommends approval of the conditional use request for the requested Cottage Industry for a short term transient Bed and Breakfast rental and as a vacation rental, subject to the following condition:

- 1) A minimum of two off-street parking places are dedicated onsite for the resident and the rental unit.
- 2) Provide Guest Guidance or similar document to encourage respect for the residential district and neighbors.



# CITY AND BOROUGH OF WRANGELL, ALASKA



1 inch = 125 feet  
Date: 2/27/2017

## Public Map

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

