

City and Borough of Wrangell, Alaska

WRANGELL PLANNING AND ZONING COMMISSION

**August 10, 2017
7:00pm**

Agenda

A. CALL TO ORDER/ROLL CALL

B. AMENDMENTS TO THE AGENDA

C. APPROVAL OF MINUTES: May 11, 2017; June 29, 2017/July 6, 2017

D. PERSONS TO BE HEARD

E. CORRESPONDENCE

F. OLD BUSINESS

G. NEW BUSINESS

1. Request to vacate a private access/utility easement along the mutual property line of Lots 37A and 37B of Senna Subdivision, zoned Rural Residential, requested by owners Charles and Joan Martin.
2. Preliminary Plat review of Bylow Subdivision, the subdivision of Lot 4, Block 17, creating Lots 4A and 4B, zoned Single Family, requested by City and Borough of Wrangell, owned by Kevin and Abigail Bylow and G. and S. Poovey - DEFER

H. PUBLIC COMMENT

I. COMMISSIONERS' REPORTS AND ANNOUNCEMENTS

J. ADJOURNMENT

City and Borough of Wrangell, Alaska

WRANGELL PLANNING AND ZONING COMMISSION

MAY 11, 2017

7:00pm

Minutes

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 May 11, 2107 in the Wrangell Borough Assembly Chambers. Commissioners' Roland Howell, Charles Haubrich, Duke Mitchell, and Robbie Austin were present; Commissioners April Hutchinson and Terri Henson were absent.

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

B. AMENDMENTS TO THE AGENDA none

C. APPROVAL OF MINUTES: Howell moved to approve the minutes from February 9, 2017 and March 9, 2017, April 13, 2017. Mitchell 2nd. Approved unanimous.

D. PERSONS TO BE HEARD none

E. CORRESPONDENCE none

F. OLD BUSINESS

1. Discussion of Nontraditional Housing issues – Planned Unit Developments.

Staff updates Commissioners regarding work session held before previous meeting. A draft Planned Unit Development ordinance was reviewed for discussion, using potential development at Trailer Park or Institute for discussion purposes. Questions raised included minimum/maximum lot sizes, set aside areas, how are development of infrastructure required, are our existing setbacks encumbering, designation of what can happen on a lot. Other issues of interest included the plan submittal, how and if plans can change, addressing tiny homes, multiple homes on a lot, shared spaces. Should there be a minimum acreage amount to allow a Planned Unit area?

G. NEW BUSINESS None

H. PUBLIC COMMENT none

I. COMMISSIONERS' REPORTS AND ANNOUNCEMENTS

No staff will be here for May 8 regular meeting so was rescheduled to June 29, 2017

J. ADJOURNMENT 7:40 pm

City and Borough of Wrangell, Alaska

WRANGELL PLANNING AND ZONING COMMISSION

JUNE 29, 2017

7:00pm

Minutes

A. CALL TO ORDER/ROLL CALL

Chairperson Terri Henson called the regular meeting of the Wrangell Planning and Zoning Commission to order at 7:00 pm on June 29, 2017 in the Wrangell Borough Assembly Chambers. Commissioners' Don McConachie, Roland Howell were present, Commissioners Robbie Austin, Duke Mitchell and Charles Haubrich, and April Hutchinson were absent.

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

Due to lack of quorum, meeting recessed to July 6, 2017 at 12 pm

WRANGELL PLANNING AND ZONING COMMISSION

JULY 6, , 2017

12:00pm

A. CALL TO ORDER/ROLL CALL

Chairperson Terri Henson called the recessed regular meeting of the Wrangell Planning and Zoning Commission to order at 12:00 pm on July 6, 2017 in the Wrangell Borough Assembly Chambers. Commissioners' Don McConachie, Roland Howell Robbie Austin, Duke Mitchell and Charles Haubrich, and April Hutchinson were present. Commissioners' Robbie Austin, Duke Mitchell and Charles Haubrich were absent.

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

B. APPROVAL OF MINUTES: May 11, 2017 (deferred)

C. PERSONS TO BE HEARD

D. CORRESPONDENCE

E. OLD BUSINESS

F. NEW BUSINESS

1. Conditional Use application for an extended stay rental vacation rental on Lot G, Block 3, Mork Subdivision, zoned Single Family Residential, requested by Marilyn Mork.

Open public hearing

Close public hearing

McConachie moves to approve the Conditional Use application for an extended stay rental vacation rental on Lot G, Block 3, Mork Subdivision, zoned Single Family Residential, requested by Marilyn Mork, subject to the findings of fact and conditions as recommended by Staff.

Hutchinson seconds.

Approved Unanimous

2. Conditional Use application for a vacation rental on Lot 13B, Block 4, Fisher Sowle Resubdivision, zoned Multi Family Residential, requested by Joy Miller.

Open public hearing

Close public hearing

Mcconachie Howell, Hutchinson, henson

Hutchinson moves to approve the Conditional Use application for a vacation rental on Lot 13B, Block 4, Fisher Sowle Resubdivision, zoned Multi Family Residential, requested by Joy Miller subject to the findings of fact and conditions as recommended by Staff McConachie seconds.

Questions about parking from the neighbors in front of their house/rental.

Approved Unanimous

G. PUBLIC COMMENT

H. COMMISSIONERS' REPORTS AND ANNOUNCEMENTS

I. ADJOURNMENT at 12:07

City and Borough of Wrangell, Alaska

G-1

Date: August 7, 2017

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Request to vacate a private access/utility easement along the mutual property line of Lots 37A and 37B of Senna Subdivision, zoned Rural Residential, requested by owners Charles and Joan Martin

Background:

The Bakke's owned the property and in 2013 subdivided the original 2.2 acre lot in two halves, each with waterfront frontage.

Findings:

For Vacation of easement or Right-of-way requests, the Planning and Zoning Commission holds a public hearing and makes a recommendation to the Assembly whether to grant the vacation. The Assembly also holds a public hearing and makes the final decision.

Senna Subdivision was approved in 2013. The subdivision created two lots, each with shoreline frontage. A 30' wide access and utility easement was created on the mutual property line to be shared by the future owners of each lot. In 2016, the Martin's purchased both lots and are now wanting to combine both back into the original single lot configuration. They would like to eliminate the easement, and construct their house where the easement currently is established.

Because the vacation of the easement must be approved by the Assembly, the Martin's are bringing this request forward first for approval and will submit the preliminary plat after Assembly approval.

Attached you will find information pertaining to easements/ROW and vacations of each as presented to the Commission during a training session with the Borough attorney in 2014.

Recommendation:

Staff recommends approval of the vacation request of the private access/utility easement as requested by the Martin's who own both lots affected by the easement, subject to completion of the plat combining both lots into one.



Joan Martin

AUTHOR/LIBRARIAN

RECEIVED
JUL 11 2017
WRANGELL CITY HALL

July 10, 2017

City of Wrangell
Planning and Zoning
City Assembly
PO Box 531
Wrangell, AK 99929

Dear City of Wrangell Planning and Zoning:

We own property at 11.5 Mile, lots 37A & 37B. The lots were split by a previous owner. We would like to vacate the easement and variance lines and then recombine the lots back to a single lot, Lot 37. The easement will not affect other property owners because we own both lots. We love our property and plan to build our home here. The best site for building includes the current pad which is currently part of the 30-foot utility easement. By vacating the easement, we will be able to commence the planning of our building project with local contractors.

Attached is a copy of the current plat. We will be consulting with R & M Engineering to redraw the plat when this action is approved to reflect the changes.

Thank you very much for your consideration.

Sincerely,

Charles Martin

Joan M Martin

Charles Martin and Joan Martin

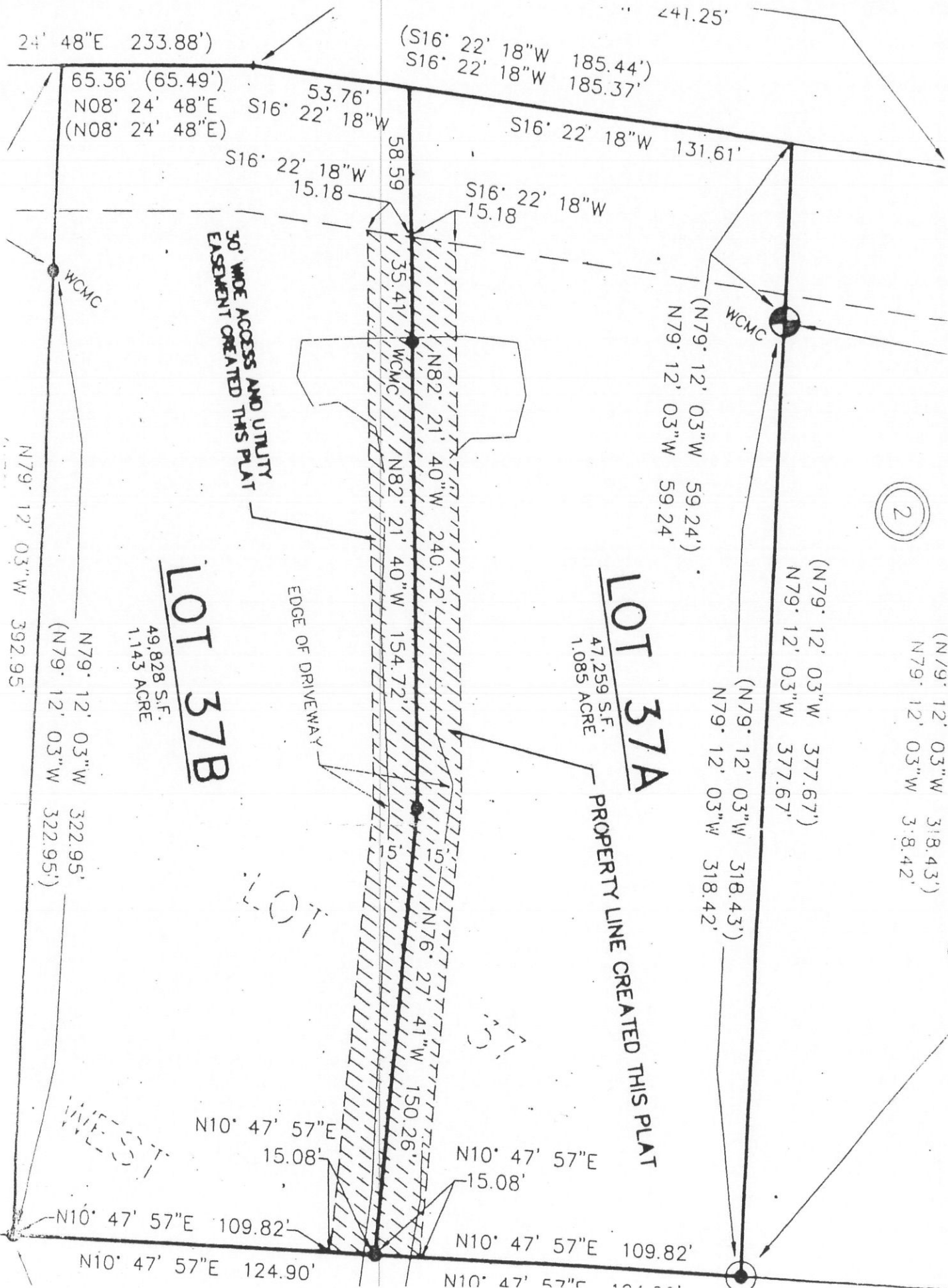
PO Box 51

Unalakleet, Alaska 99684

(907) 538-2590 or 538-2591

happy.cloud@me.com

<http://www.joanmartin.net/>



(2)

LOT 37B

LOT 37A

49,828 S.F.
1.143 ACRE

47,259 S.F.
1.085 ACRE

PROPERTY LINE CREATED THIS PLAT

WEST

CITY AND BOROUGH OF WRANGELL, ALASKA



1 inch = 537.90321 feet
Date: 7/30/2017

Public Map

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



City and Borough of Wrangell, Alaska

G-2

Date: August 7, 2017

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Preliminary Plat review of Bylow Subdivision, the subdivision of Lot 4, Block 17, creating Lots 4A and 4B, zoned Single Family, requested by City and Borough of Wrangell, owned by Kevin and Abigail Bylow and G. and S. Poovey

Background:

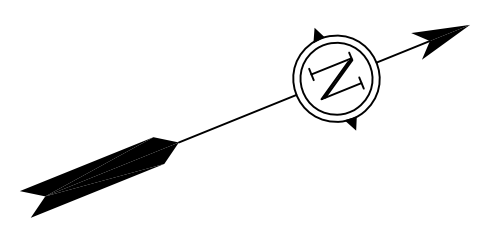
This property was foreclosed on and reverted back to the City. The City subsequently sold the property to the Bylow's and Poovey's. The Bylows were preparing a subdivision of the property and during the Title search discovered issues that should have been addressed prior to the City reselling the lot. Former Manager Jeff Jabusch began working with Kevin Bylow and R&M Engineering last year to correct some of the inconsistencies and discrepancies in deeds.

Findings:

The lot line that is between Portions of Lot 4 owned by Emde and Bylow with the portion of Lot 4 owned by Welzenbach and Tract 2 owned by Carney is not consistent in deed descriptions. The plat, between the 4 landowners, is a means to clear up the discrepancies and provide clear property boundaries to the land owners.

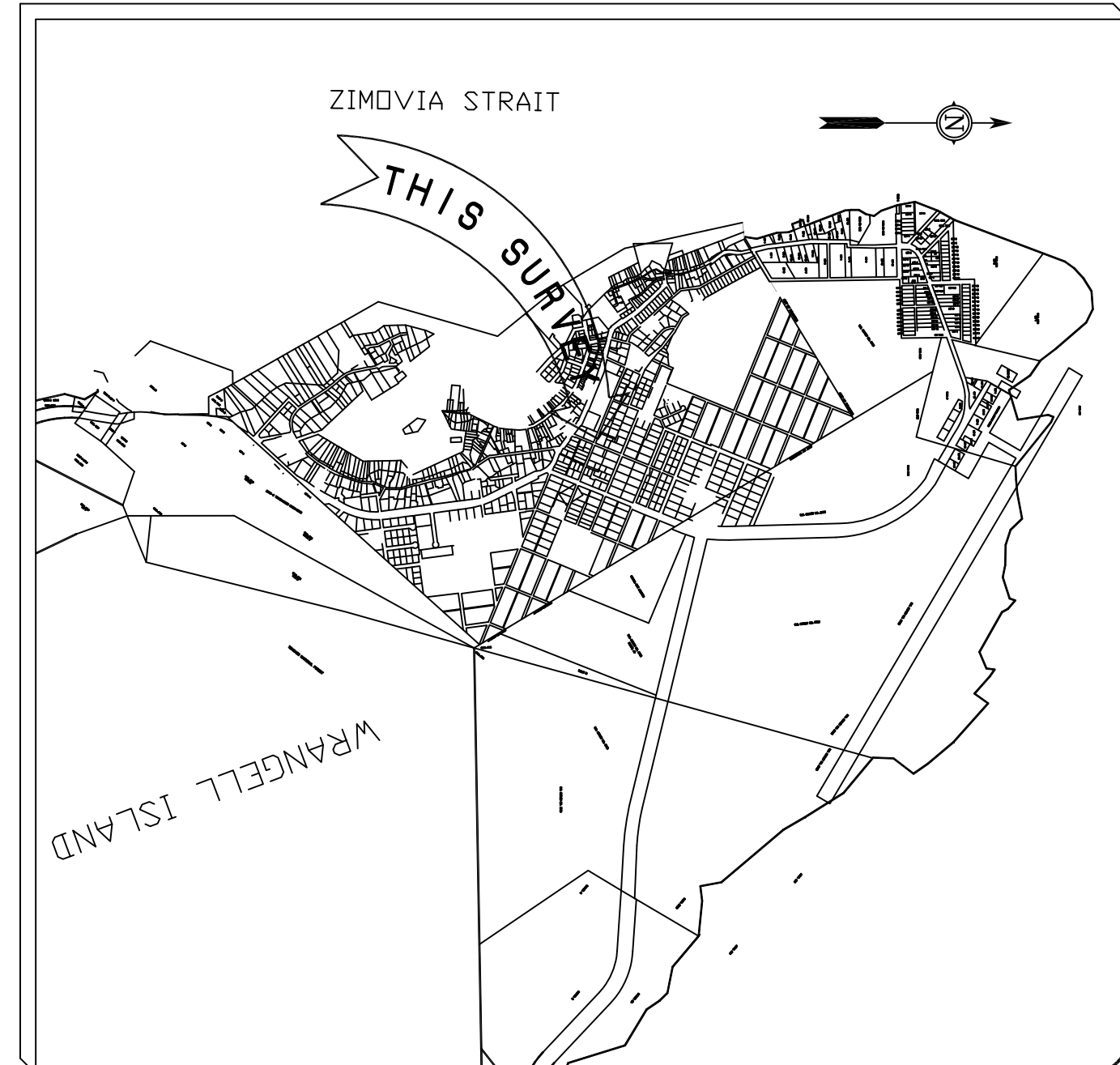
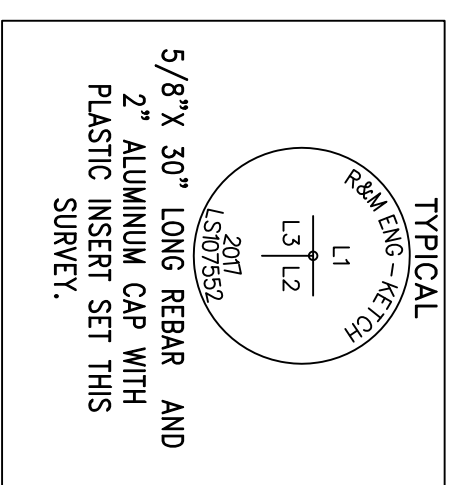
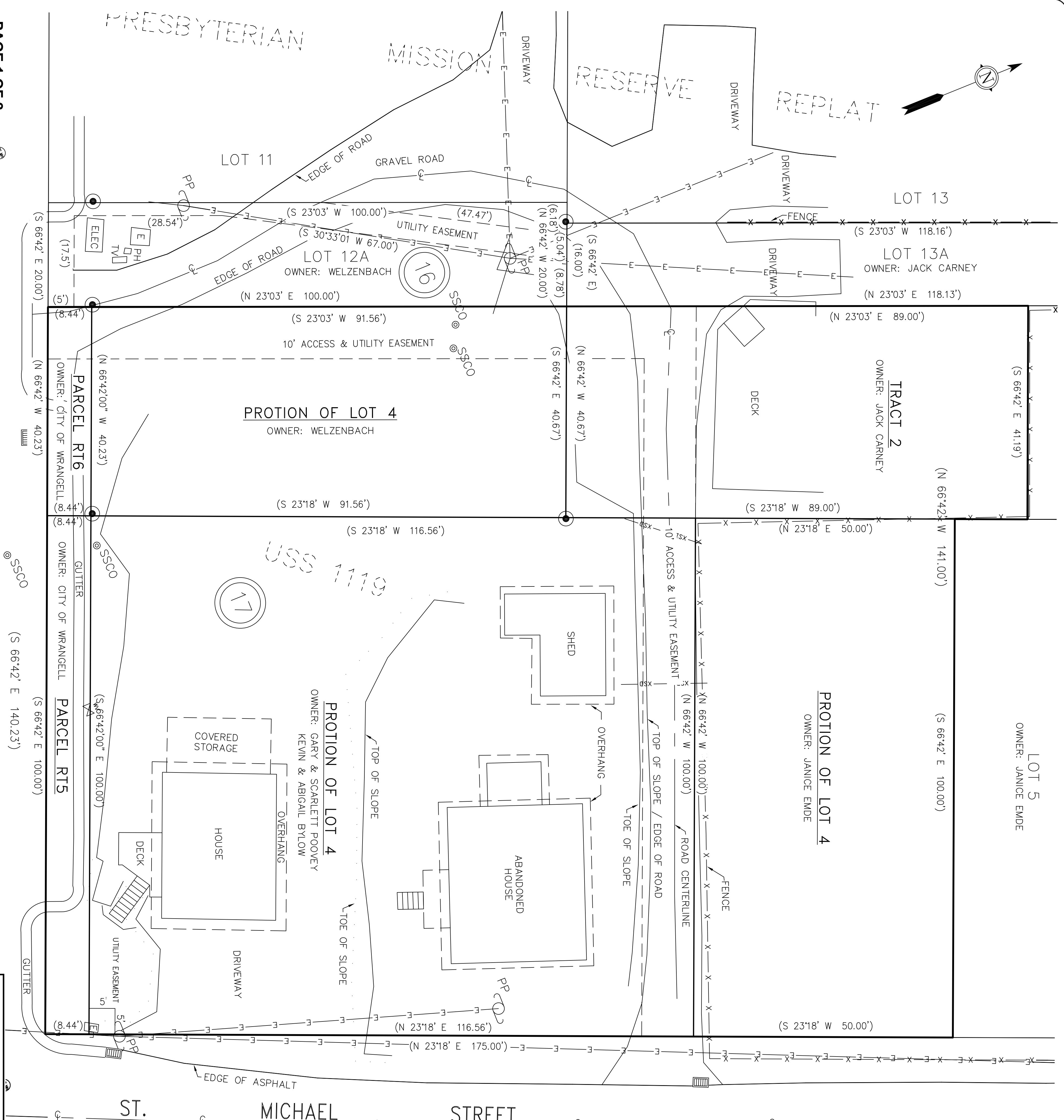
Recommendation:

Staff is requesting a deferment of this item as the attorney is being contacted regarding issuance of new deeds in conjunction with the plat.



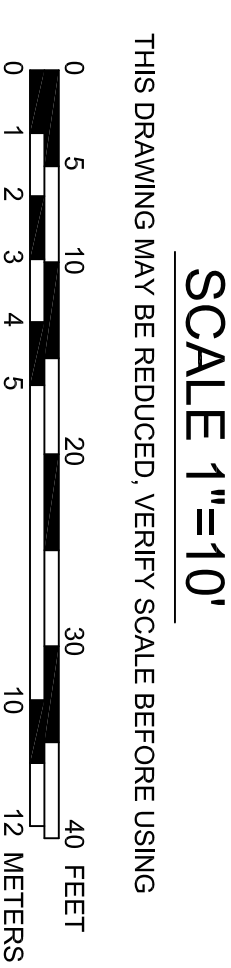
PAGE 1 OF 2

DRAWN BY: MCH
 CHECKED BY: GSP
 DATE PLATTED: FEB 2017
 DATE SURVEYED: JAN. 2017
 SCALE: 1"=10'
 SURVEYED BY: MCH
 PROJ NO.: 172703



LEGEND

- ALUMINUM CAP ON 5/8 REBAR MONUMENT RECOVERED
- POOL ALUMINUM CAP ON 5/8 REBAR MONUMENT RECOVERED
- ⊗ "X" IN ROCK RECOVERED THIS SURVEY
- 5/8 REBAR 30" LONG WITH 2" ALUM CAP WITH PLASTIC INSERT SET THIS SURVEY
- (88.09) DATA OF RECORD
- 88.09 DATA MEASURED OR COMPUTED
- PREVIOUS PROPERTY LINE
- ROAD CENTERLINE



CLIENT: CITY AND BOROUGH OF WRANGELL
 BOX 531
 WRANGELL, ALASKA 99929

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN 2017 A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAN 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



WRANGELL RECORDING DISTRICT

No.	Date	Description	Revisions

CRMG OFFICE
 P.O. BOX 1273
 CRANG, AK 99681
 Phone: (907) 225-7917
 Fax: (907) 225-3441
 Ketchikan, AK 99901

PRELIMINARY

PROJECT: B.Y.L.O.W. SUBDIVISION

THE SUBDIVISION OF LOT 4, BLOCK 17, WRANGELL TOWNSITE (USS 1119), CREATING LOTS xxx, BLOCK 17, WITHIN THE CITY AND BOROUGH OF WRANGELL