



# Petersburg Borough

12 South Nordic Drive  
Petersburg, AK 99833

## Meeting Agenda Planning Commission Regular Meeting

---

Tuesday, March 14, 2023

12:00 PM

Assembly Chambers

---

You are invited to a Zoom meeting.

When: March 14, 2023 12:00 PM Alaska

Topic: March 14, 2023 Regular Planning Commission Meeting

Please click the link below to join the webinar:

<https://petersburgak.gov.zoom.us/j/96232354380?pwd=UkU0b1JiaHI5SGQ4OU1lSzNaZTdCZz09>

Meeting ID: 962 3235 4380

Passcode: 289401

Or Telephone:

(253) 215 8782 US (Tacoma) or (720) 707 2699 US (Denver)

1. **Call to Order**
2. **Roll Call**
3. **Acceptance of Agenda**
4. **Approval of Minutes**

**A.** P&Z Meeting Minutes from February 14, 2023

5. **Public Comments**

*Public comments are welcome on matters not appearing on the Public Hearing or Consent Calendar but are within the Borough's jurisdiction. Persons wishing to speak should come forward and state their name and address. Issues raised may be referred to staff and, if action by the Commission is needed, may be scheduled for a future meeting.*

6. **Public Hearing Items**

**A.** Floyd Variance Application documents

**B.** Hammer & Wikan Subdivision Documents

**C.** PIA Land Purchase Documents

**7. Consent Calendar**

**A.** Thorsen CUP

**8. Non-Agenda Items**

**A.** Commissioner Comments

**B.** Staff Comments

**C.** Next Meeting is Tuesday, April 11, 2024 at 12:00pm noon in the Assembly Chambers.

**9. Adjournment**



## Petersburg Borough

12 South Nordic Drive  
Petersburg, AK 99833

### Meeting Minutes Planning Commission Regular Meeting

---

Tuesday, February 14, 2023

12:00 PM

Assembly Chambers

---

You are invited to a Zoom meeting.

When: February 14, 2023 12:00 PM Alaska

Topic: February 14, 2023 Regular Planning Commission Meeting

Please click the link below to join the webinar:

<https://petersburgak.gov.zoom.us/j/96232354380?pwd=UkU0b1JiaHI5SGQ4OU1lSzNaZTdCZz09>

Meeting ID: 962 3235 4380

Passcode: 289401

Or Telephone:

(253) 215 8782 US (Tacoma) or (720) 707 2699 US (Denver)

#### 1. Call to Order

The meeting was called to order at 12:00pm.

#### 2. Roll Call

PRESENT

Commission Chair Chris Fry

Commission Vice-Chair Heather O'Neil

Commission Secretary Sally Dwyer

Commissioner Jim Floyd

Commissioner John Jensen

Commissioner Marietta Davis

ABSENT

Commissioner Phillip Meeks

**3. Acceptance of Agenda**

The agenda was accepted as presented.

Motion made by Commissioner Jensen, Seconded by Commission Secretary Dwyer.

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commission Secretary Dwyer, Commissioner Floyd, Commissioner Jensen, Commissioner Davis

**4. Approval of Minutes**

The meeting minutes from January 10th meeting were approved as presented.

Motion made by Commissioner Jensen, Seconded by Commission Secretary Dwyer.

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commission Secretary Dwyer, Commissioner Floyd, Commissioner Jensen, Commissioner Davis

A. Meeting minutes from January 10, 2023

**5. Public Comments**

*Public comments are welcome on matters not appearing on the Public Hearing or Consent Calendar but are within the Borough's jurisdiction. Persons wishing to speak should come forward and state their name and address. Issues raised may be referred to staff and, if action by the Commission is needed, may be scheduled for a future meeting.*

None

**6. Consent Calendar**

None

**7. Public Hearing Items**

Commissioner Davis made the motion to approve, Seconded by Commission Secretary Dwyer.

Commissioner O'Neil asked about the dimensions are on the house and on the garage. Commissioner Dwyer asked about the entry to the garage - on the road or at an angle. Gerry Frostad answered that the entry to the garage would be parallel to the road so that no cars would be blocking the highway. Knut Frostad answered that the garage would be 24'x30' and the house dimensions are 62'x27'. Utility Director Karl Hagerman requests that the two curb stop valve boxes not be covered during construction. Mr. Frostad said the eaves would be 3' back from the easement. Discussion.

Commissioner Floyd made the amendment that they approve the application with the following conditions; that the construction does not cover the curb stop valve boxes, does not interfere with existing power lines and that the eaves stay within 4' of the front property line and if the eaves are to go along the side of the road, that snow stops be installed.

Discussion.

Amendment:

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commission Secretary Dwyer, Commissioner Floyd, Commissioner Jensen, Commissioner Davis.

As amended:

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commission Secretary Dwyer, Commissioner Floyd, Commissioner Jensen, Commissioner Davis

A. Frostad Variance App.

**8. Non-Agenda Items**

A. Commissioner Comments

Commissioner Floyd stated he has an application scheduled for the March meeting so is recusing himself from that item.

B. Staff Comments

Director Cabrera spoke on the topic brought up earlier on measurement requirements of applications and asked the Commission for direction with future applications and getting the measurement requirements, stating that it could potentially cause delays for the applicant and there could be some kickback. Discussion. Cabrera stated that she will hold future applications until measurements are supplied, as required and as directed by the Commission.

C. Next Meeting will be on Tuesday, March 14th, 2023 at 12:00pm noon.

**9. Adjournment**

The meeting was adjourned at 12:22pm.

Motion made by Commission Secretary Dwyer, Seconded by Commissioner Jensen.

Voting Yea: Commission Chair Fry, Commission Vice-Chair O'Neil, Commission Secretary Dwyer, Commissioner Floyd, Commissioner Jensen, Commissioner Davis

\_\_\_\_\_  
Commission Chair, Chris Fry

\_\_\_\_\_  
Date

PAID



# PETERSBURG BOROUGH VARIANCE APPLICATION

CODE TO:	110.000.404110
BASE FEE:	\$100.00
PUBLIC NOTICE FEE:	\$70.00
TOTAL:	\$170.00
CHECK NO. or CC:	#5100

DATE RECEIVED: \_\_\_\_\_ RECEIVED BY: \_\_\_\_\_

APPLICANT/AGENT	LEGAL OWNER (IF DIFFERENT THAN APPLICANT/AGENT)
NAME Jim & Maureen Floyd	NAME
MAILING ADDRESS PO Box 281	MAILING ADDRESS
CITY/STATE/ZIP Petersburg, Alaska 99833	CITY/STATE/ZIP
PHONE (360) 771-0703	PHONE
EMAIL jimefloyd@gmail.com	EMAIL

### PROPERTY INFORMATION

PHYSICAL ADDRESS or LEGAL DESCRIPTION:  
  
407 S Nordic Dr

PARCEL ID: 01011142	ZONE:	OVERLAY:
------------------------	-------	----------

CURRENT USE OF PROPERTY: Residential	LOT SIZE: 12,342 sq feet
---	--------------------------

PROPOSED USE OF PROPERTY (IF DIFFERENT):

SEPTIC SYSTEM: Is there a septic system on the property?  YES  NO  
What is current or planned system?  Municipal  DEC-approved on-site system

WATER SOURCE:  Municipal  Cistern/Roof Collection  Well

LEGAL ACCESS TO LOT(S) (Street Name):  
Nordic Drive

### TYPE OF VARIANCE REQUESTED

- Yard Setback
- Maximum Lot Coverage
- Building Height
- Fence Height
- Other:

### SUBMITTALS:

Please include a site plan proposed plans.

### SIGNATURE(S):

I hereby affirm all of the information submitted with this application is true and correct to the best of my knowledge. I also affirm that I am the true and legal property owner or authorized agent thereof for the property subject herein.

Applicant(s): Jim & Maureen Floyd and Date: 1/22/2023

Owner(s): Maureen Kathleen Floyd Date: 1/22/2023

# 19.80 VARIANCE APPLICATION

(SUBMIT WITH SITE PLAN)

Applicant(s): Jim E Floyd & Maureen K Floyd

Address or PID: PO Box 281 Petersburg AK 99833

**Conditions of approval as required in Petersburg Municipal Code 19.80.050: (Note that all three conditions must be satisfied in order to qualify for a variance.)**

1. What is the exceptional physical circumstance or condition affecting this property?

- Substandard Lot Area
- Easements/ROW
- Stream/Drainage
- Steep/Unstable Slope
- Odd Lot Shape
- Nonconforming Structure
- OTHER (Please Specify):

2. Explain the exceptional physical circumstances or conditions applicable to the property or to its intended use or development which do not apply generally to the other properties in the same zone.

The house was built before current codes and does not conform to the side easement requirements in current codes. It also sets on the property line in the front. All houses in our area are in a similar fashion. We desire to add onto the current kitchen and extend the porch around to create an additional back entrance. Currently the only two entrances are the front door and the back door through the bedroom.

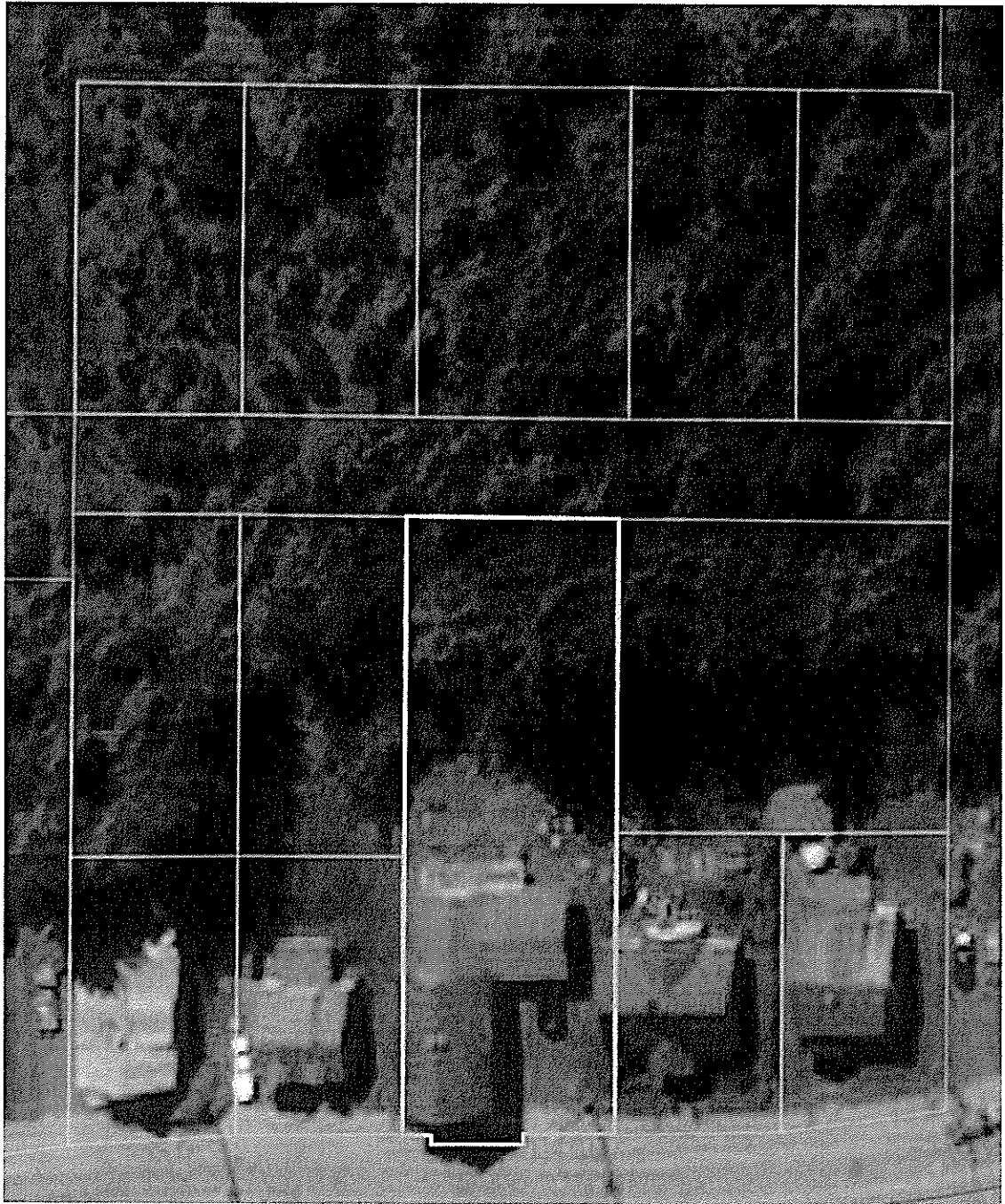
With the current overhang of the roof we are within 6' of the property line. I would like to note there is no way to get to the East side of the house except by foot due to the retaining wall along the sidewalk.

3. Explain how the strict application of the provisions of this title would result in practical difficulties or unnecessary pecuniary hardships.

The most important desire for us is to create an additional entrance due to weather conditions it isn't practical for us to use the front stairs. It isn't desirable to enter the master bedroom. We have a small kitchen with very little counter space or storage and wish to extend the kitchen to get more use.

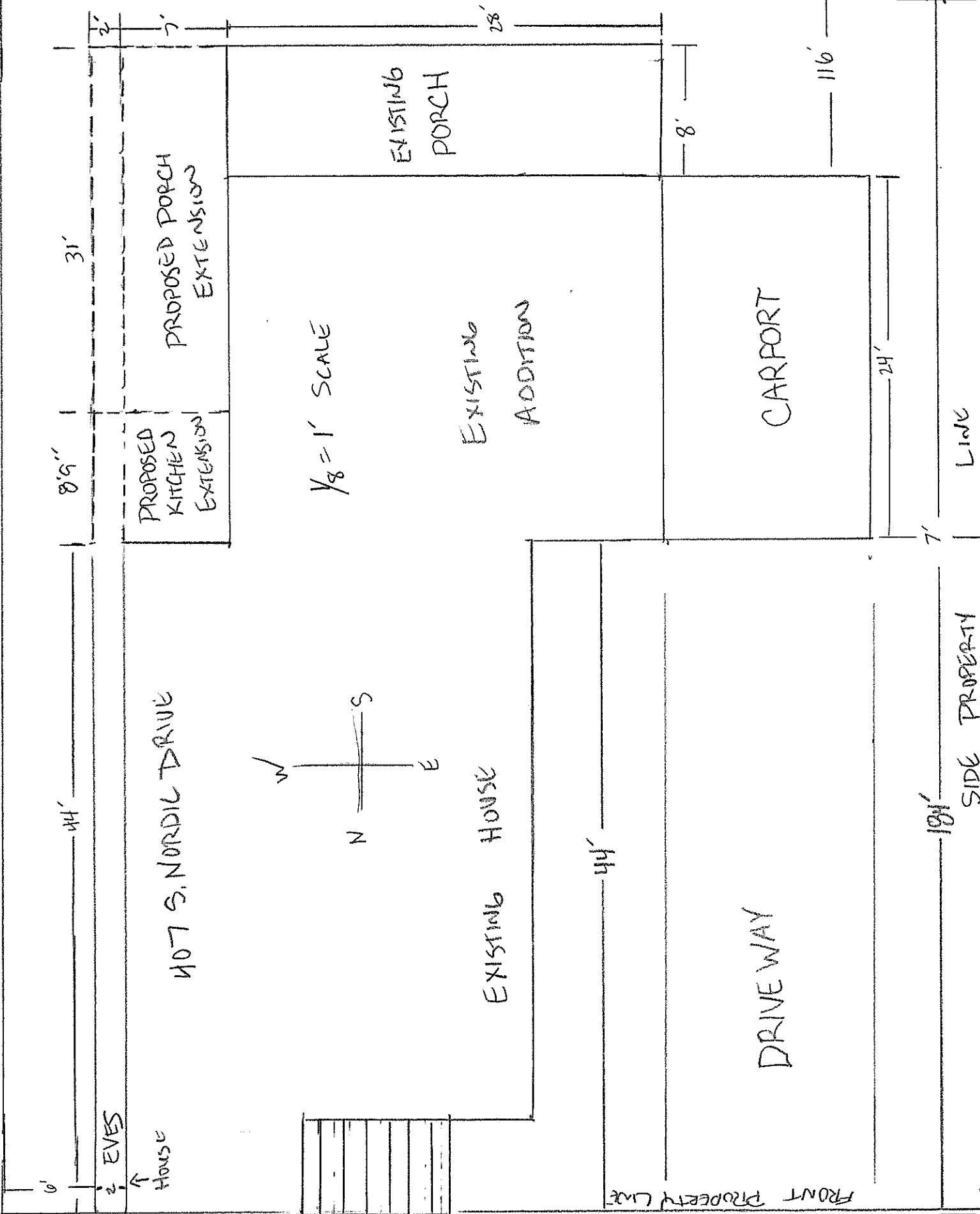
4. State why the granting of the variance will not result in material damage or hardship or prejudice to other properties in the vicinity nor be detrimental to the public health, safety or welfare.

We are using the current line of the house as it is today and just extending it toward the back of our lot. We still conform to % of total lot space being utilized. It won't create any harm to public, health, safety or welfare that isn't already in existence today. All houses in our area are non-conforming lots due to the age.





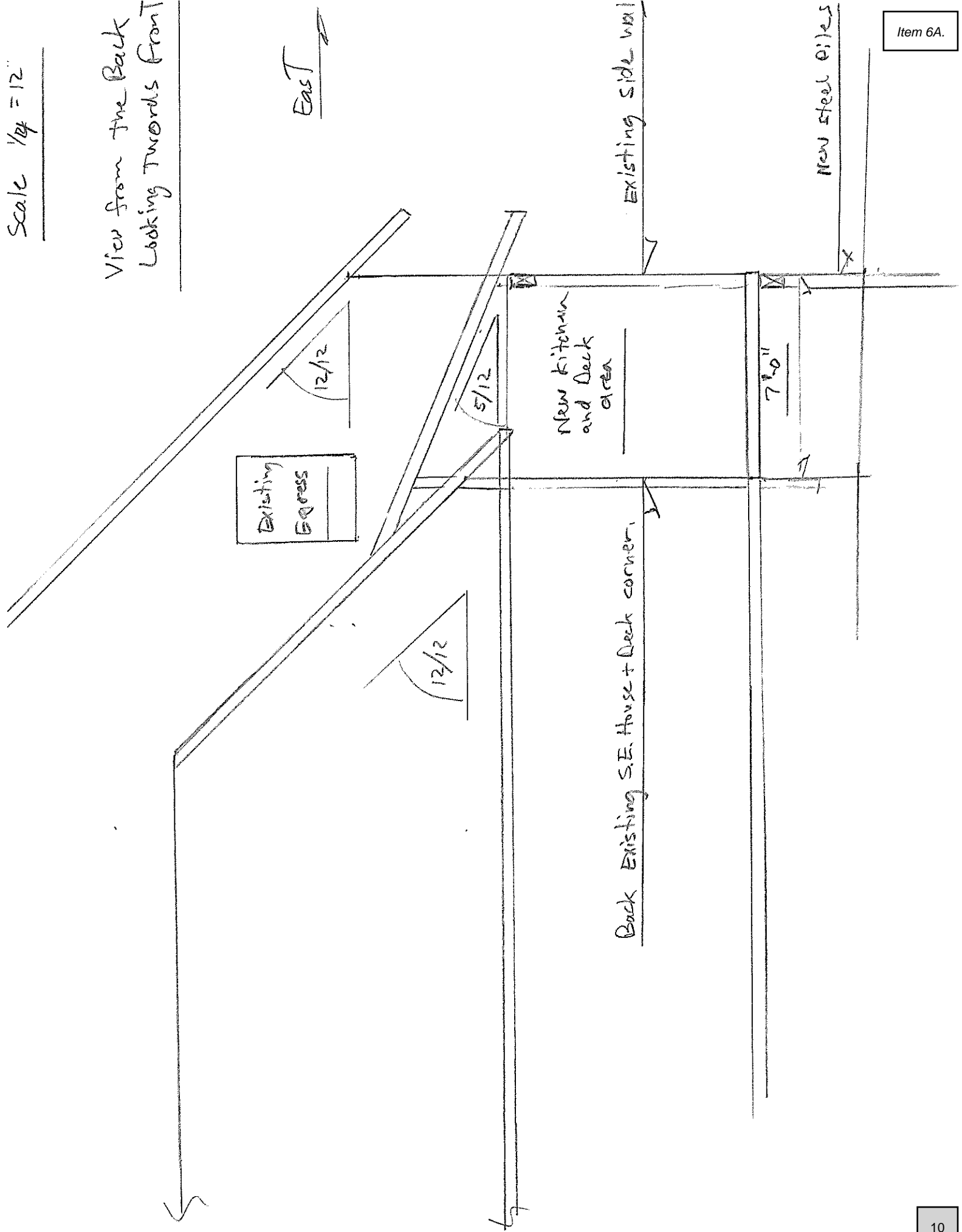
SIDE PROPERTY LINE



Scale 1/4" = 12"

View from the Back  
Looking Towards Front

East →



Item 6A.



Petersburg Borough

Print 1/23/2023 3:22:35PM

<u>Account</u>	<u>Amount</u>
Misc - Jim Floyd 01-011-142 Yard	170.00
 <u>Payments</u>	
Check # 5100	170.00
 Total Payments	 <u>170.00</u>

Thank You For Your Payment,

kayley

Batch # 24797 Contact # 36

Keep this receipt for your records.

Payment 1/23/2023 3:21:56PM

# Planning Commission Staff Report

Meeting date: March 14, 2023

**TO:** Planning Commission

**FROM:** Liz Cabrera, Community & Economic Development Director

**Subject:** VARIANCE – 407 S. NORDIC DR (PID:01-011-142)  
Jim & Maureen Floyd

## Recommended Motion:

I move that we approve a variance for construction of an addition within 6' of the side yard property line at 407 S Nordic Dr along with the findings of fact.

## The Petersburg Planning & Zoning Commission makes the following findings of fact:

1. An application for a variance was submitted by Jim & Maureen Floyd (applicant) and fees paid on January 13, 2023.
2. Subject parcel size is approximately 12,342 sf.
3. The zoning of the subject parcel is single family residential.
4. Surrounding properties are zoned single-family residential and the area is well-established and developed residential neighborhood.
5. Setback requirements for this district are 20' front and rear yard and 10' on the side yard.
6. An existing one family dwelling with a footprint of approximately 750 sf is located on the property. The existing structure satisfies the requirement of a principal use.
7. The existing structure does not meet current setback requirements and is considered a legal nonconforming structure.
8. The maximum lot coverage for this district is 35%. The existing dwelling and proposed development result in a lot coverage of 25%.
9. Hearing notices were mailed to property owners within 600 feet of the subject parcel.
10. On March 15, 2023, a duly noticed public hearing was held by the Petersburg Planning & Zoning Commission.
11. At the public hearing, the Planning Commission considered and reviewed applicant materials, public comments and testimony, and staff comments.



# Planning Commission Staff Report

Meeting date: March 14, 2023

## Section 2. Based on the preceding findings of fact, the Petersburg Planning & Zoning Commission makes the following determinations:

The planning commission must find all three of the following conditions to exist to grant the variance:

A. That there are exceptional physical circumstances or conditions applicable to the property or to its intended use or development which do not apply generally to the other properties in the same zone.

Yes  No

REASON: The existing residential structure on the subject property encroaches on the side yard setback is a legal nonconforming structure. The existing structure is 6' from the side property line (including eaves).

B. That the strict application of the provisions of this title would result in practical difficulties or unnecessary pecuniary hardships.

Yes  No

REASON: The structure encroaches into the existing setback making it impossible to construct an addition that follows the existing wall of the home without a variance.

C. That the granting of the variance will not result in material damage or prejudice to other properties in the vicinity nor be detrimental to the public health, safety, or welfare.

Yes  No

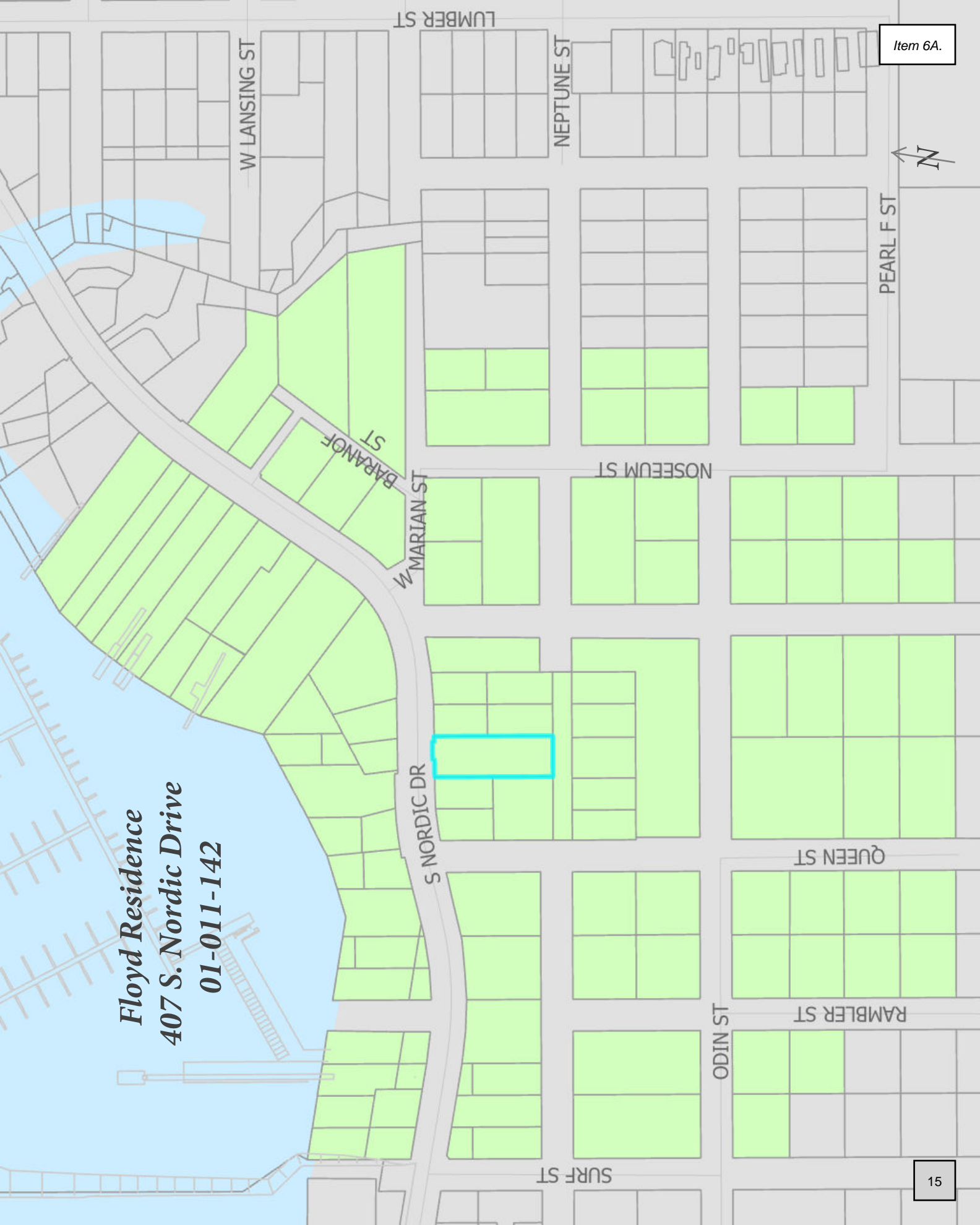
REASON: The proposed addition does not encroach any further into the setback than the existing home.

Conditions of approval: To ensure adequate space for fire response, the variance is granted under the condition that no portion of the structure be closer than six feet to the property line.

\_\_\_\_\_  
Chair, Planning Commission

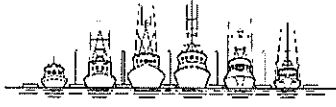
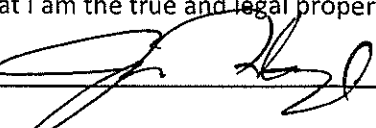
\_\_\_\_\_  
Secretary, Planning Commission



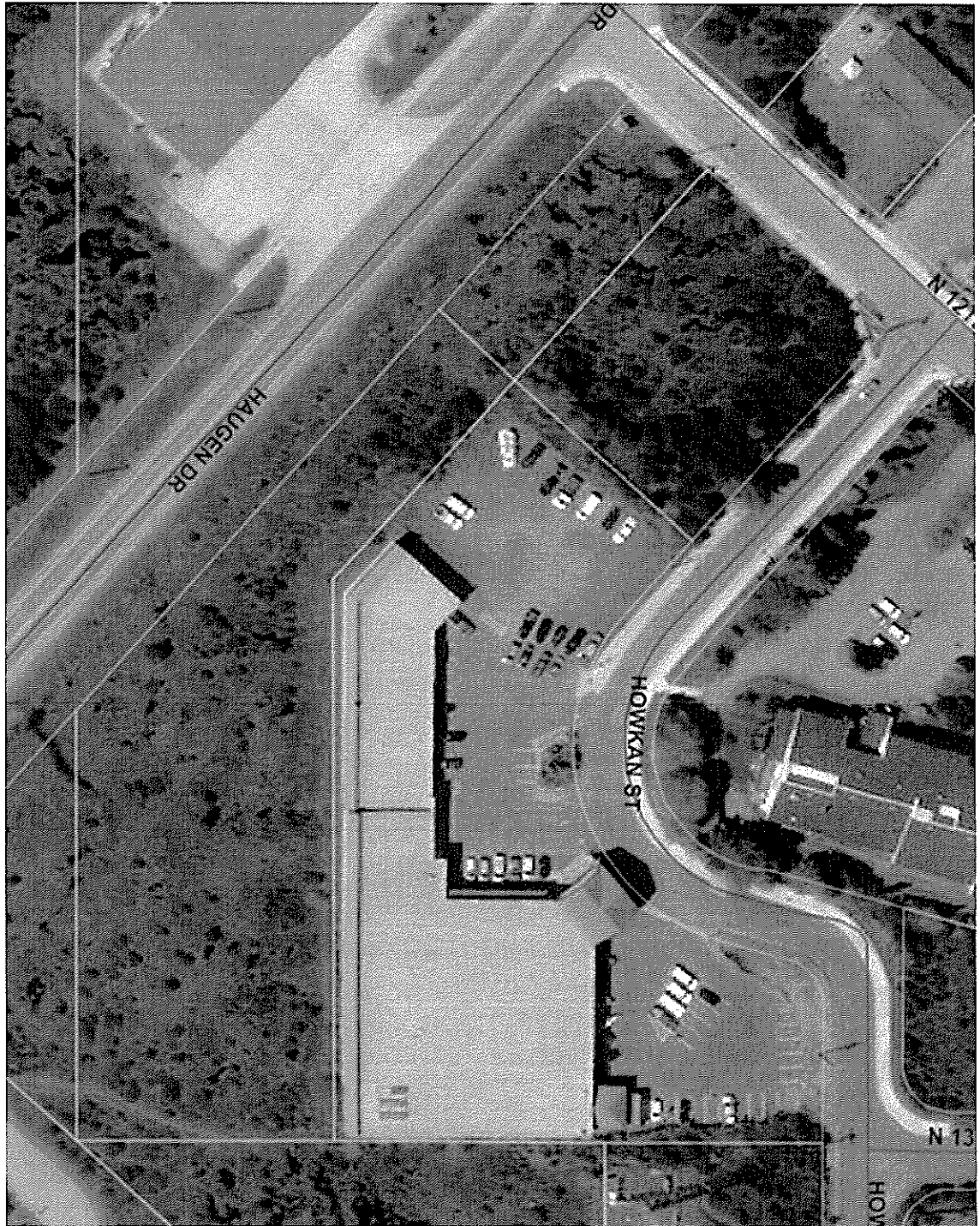


**Floyd Residence**  
**407 S. Nordic Drive**  
**01-0111-142**



 <b>PETERSBURG BOROUGH LAND USE APPLICATION</b>	CODE TO:	110.000.404110
	BASE FEE:	\$95
	PUBLIC NOTICE FEE:	\$70.00
	TOTAL:	165.00
DATE RECEIVED:	RECEIVED BY:	CHECK NO. or CC: CK# 51560
<b>APPLICANT/AGENT</b>		<b>LEGAL OWNER (IF DIFFERENT THAN APPLICANT/AGENT)</b>
NAME Jim E Floyd		NAME Hammer & Wikan, Inc
MAILING ADDRESS PO Box 249		MAILING ADDRESS PO Box 249
CITY/STATE/ZIP Petersburg, AK 99833		CITY/STATE/ZIP Petersburg, AK 99833
PHONE 907-772-4811		PHONE 907-772-4811
EMAIL jfloyd@hammerandwikan.com		EMAIL
<b>PROPERTY INFORMATION</b>		
PHYSICAL ADDRESS or LEGAL DESCRIPTION: Lot 7A, Block 302, Airport Addition Subdivision, Plat 77-2 (PID: 01-006-437), Parcel A, Greenbelt Subdivision, Plat 2016-4 (PID: 01-006-442)		
PARCEL ID: PID: 01-006-437, PID: 01-006-442	ZONE:	OVERLAY:
CURRENT USE OF PROPERTY: grocery store & empty field	LOT SIZE:	
PROPOSED USE OF PROPERTY (IF DIFFERENT): <b>Extending the back of the grocery store warehouse space</b>		
CURRENT OR PLANNED SEWER SYSTEM: <input checked="" type="checkbox"/> Municipal <input type="checkbox"/> DEC-approved on-site system		
CURRENT OR PLANNED WATER SOURCE: <input checked="" type="checkbox"/> Municipal <input type="checkbox"/> Cistern/Roof Collection <input type="checkbox"/> Well		
LEGAL ACCESS TO LOT(S) (Street Name): HaugenDr & Howkan St		
<b>TYPE OF APPLICATION &amp; BASE FEE</b>		
<input type="checkbox"/> 19.84 Zoning Change (\$100)		
<input type="checkbox"/> 18.18 Record of Survey (\$50) (Note: No Public Notice Fee)		
<input checked="" type="checkbox"/> 18.20 Minor Subdivision/18.24 Preliminary Plat/18.19 Replat (\$75 + \$10 per lot) \$95		
<input type="checkbox"/> 18.24 Final Plat (\$25 per lot)		
<b>SUBMITTALS:</b>		
For Zoning Change, please submit letter stating the new zoning and explaining the need for the change. For Subdivision approvals, please submit a prepared plat map as required by borough code.		
<b>SIGNATURE(S):</b>		
I hereby affirm all of the information submitted with this application is true and correct to the best of my knowledge. I also affirm that I am the true and legal property owner(s) or authorized agent thereof for the property subject herein.		
Applicant(s): 	Date: 2/16/2022	
Owner: _____	Date: _____	
Owner: _____	Date: _____	
Owner: _____	Date: _____	





REVISIONS:


**HAMMER & WILKAN  
GROCERY STORE SITE  
DEVELOPMENT**

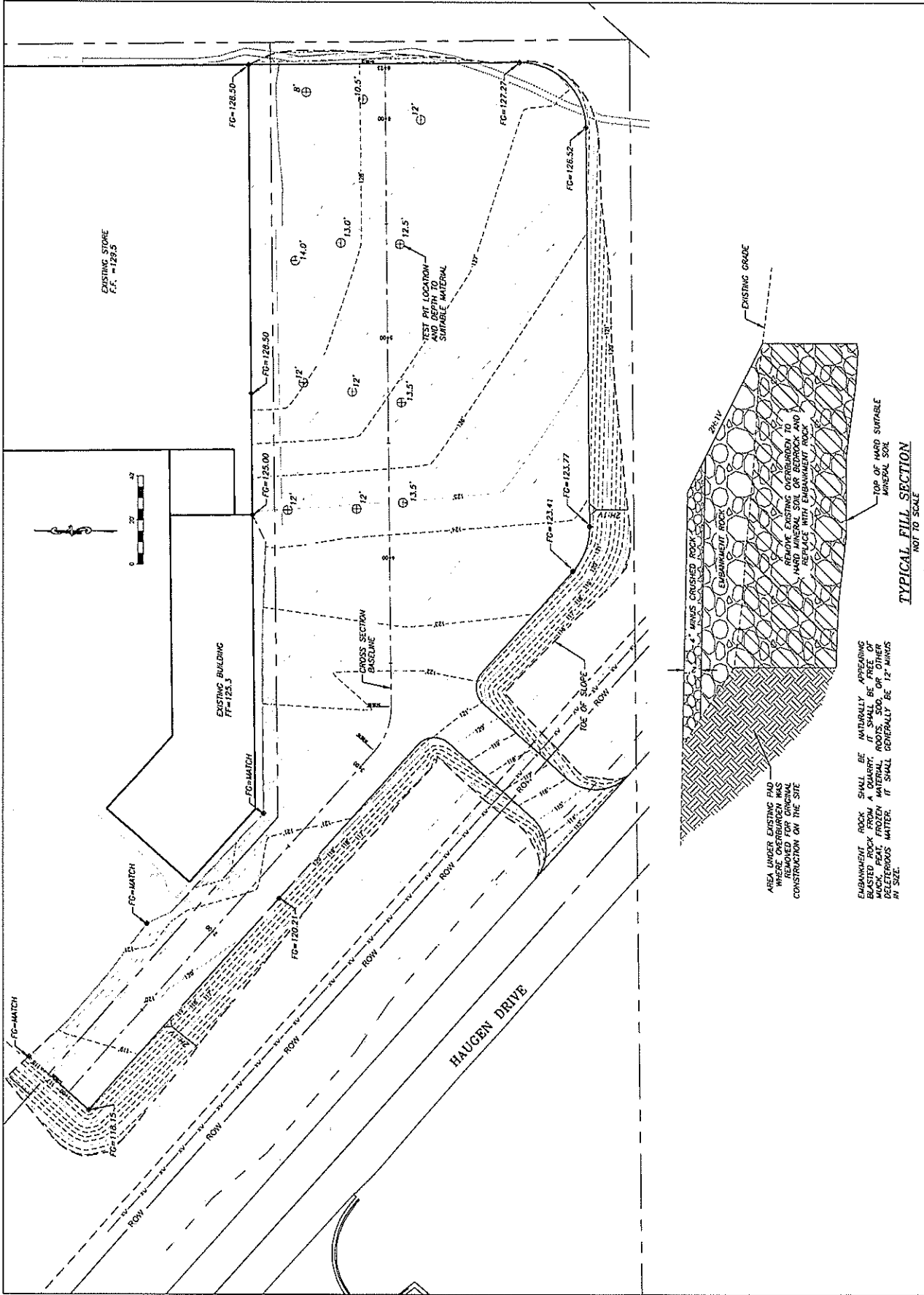
STATUS: \_\_\_\_\_  
QUANTITIES: \_\_\_\_\_

COMPANY: R&W  
CHECKED BY: \_\_\_\_\_  
DATE: 10/25/2012  
PROJECT # 23204

**RAM ENGINEERING & KETCHIKAN, INC.**  
1100 REVILLA ROAD, SUITE 300  
KETCHIKAN, ALASKA 99901  
AELC 576  
WWW.RAMENGINEERING.COM  
PH: 907.225.7167



SHEET DESCRIPTION: \_\_\_\_\_  
SHEET: 8 of 8



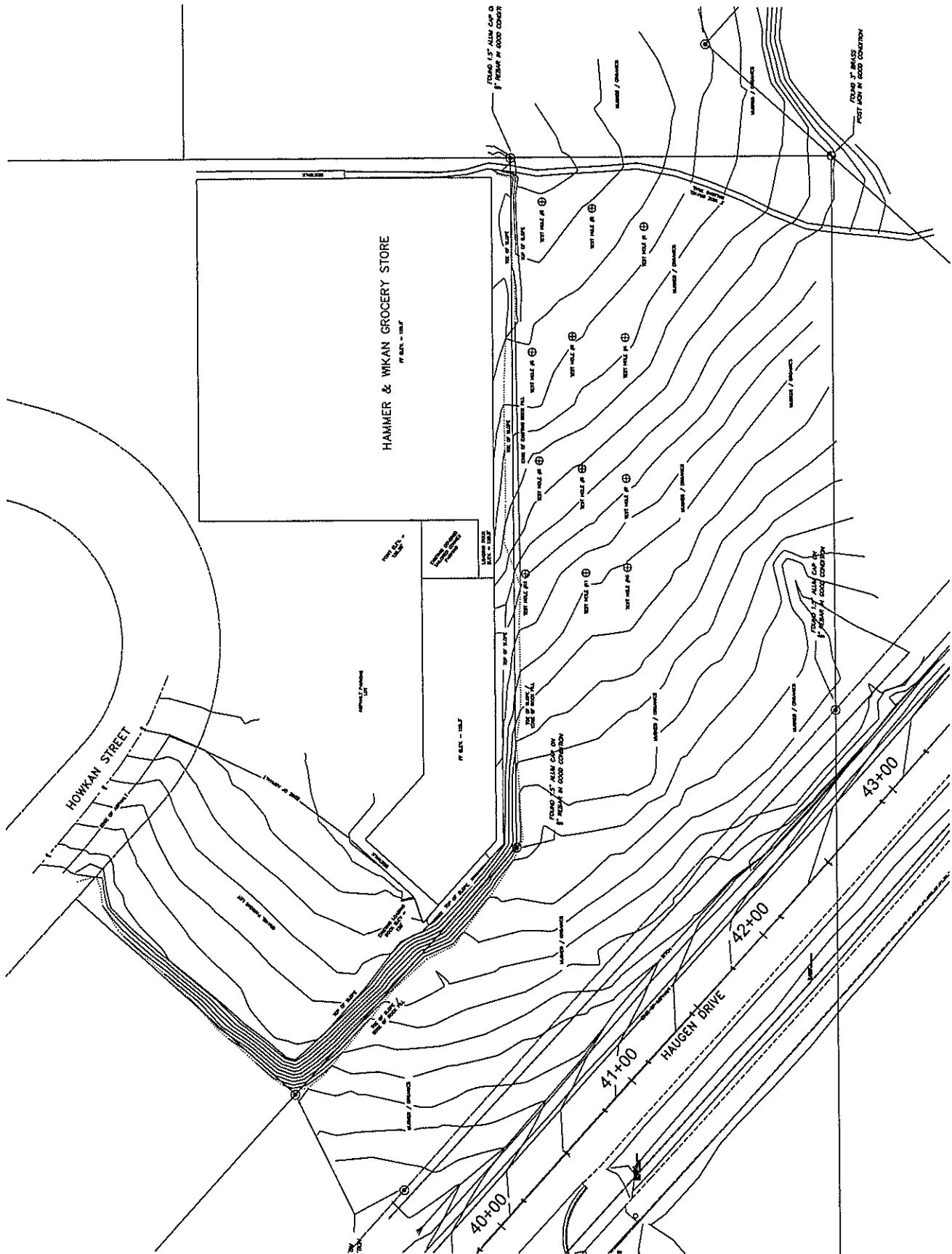
**TYPICAL FILL SECTION**  
NOT TO SCALE

AREA UNDER EXISTING ROAD WHERE OVERBURDEN WAS REMOVED FOR ORIGINAL CONSTRUCTION ON THE SITE

EMBANKMENT ROCK SHALL BE NATURALLY APPEARING BLASTED ROCK FROM A QUARRY. IT SHALL BE FREE OF MUCK, FEAT, FROZEN MATERIAL, ROOTS, SOO, OR OTHER DELETERIOUS MATTER. IT SHALL GENERALLY BE 12" MINUS IN SIZE.

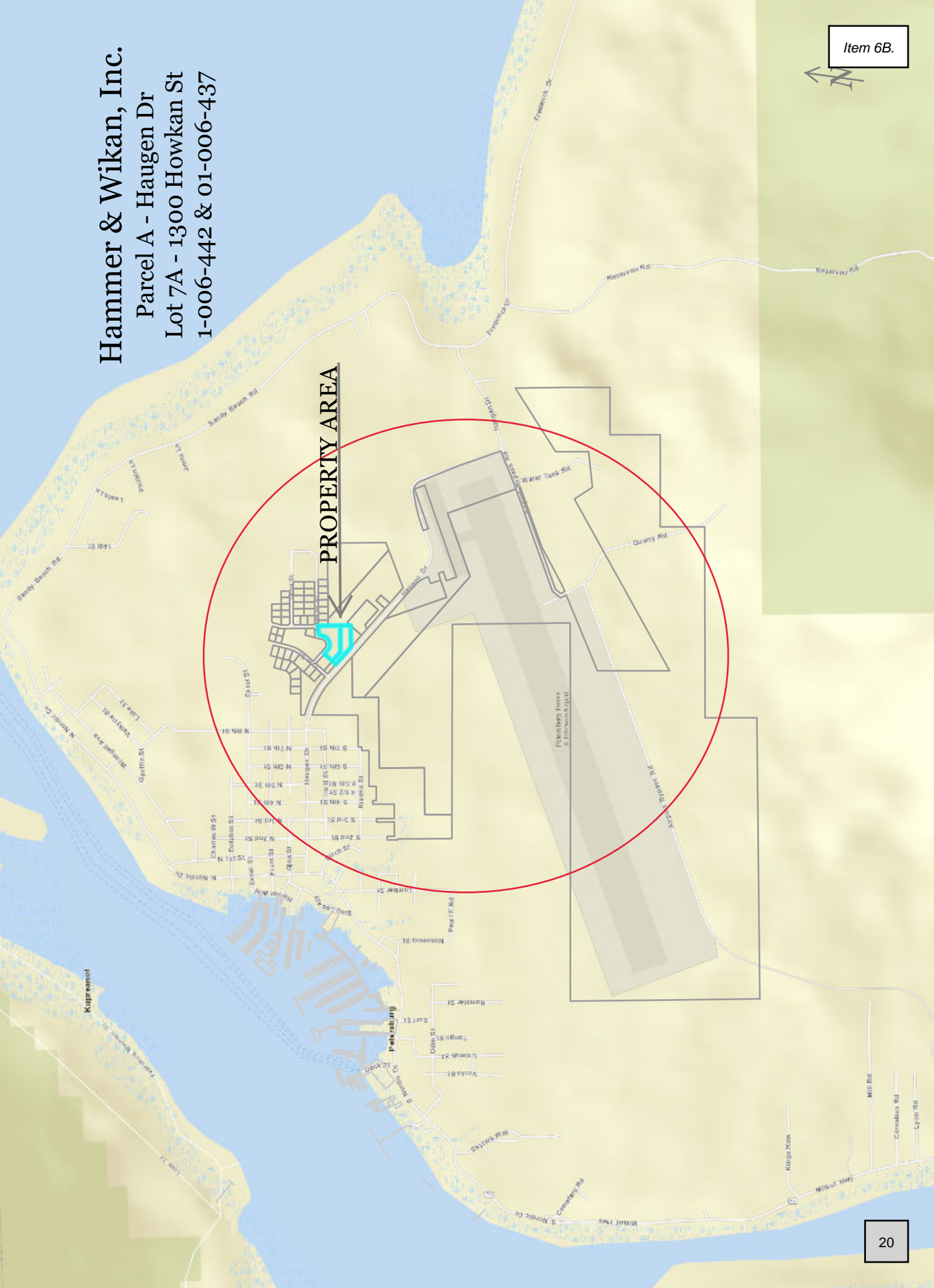
MINUS CRUSHED ROCK  
EMPAVMENT ROCK  
EXISTING GRADE  
TOP OF HARD SUITABLE MINERAL SOIL

REMOVE EXISTING OVERBURDEN TO HARD MINERAL SOIL OR BEDROCK AND REPLACE WITH EMBANKMENT ROCK



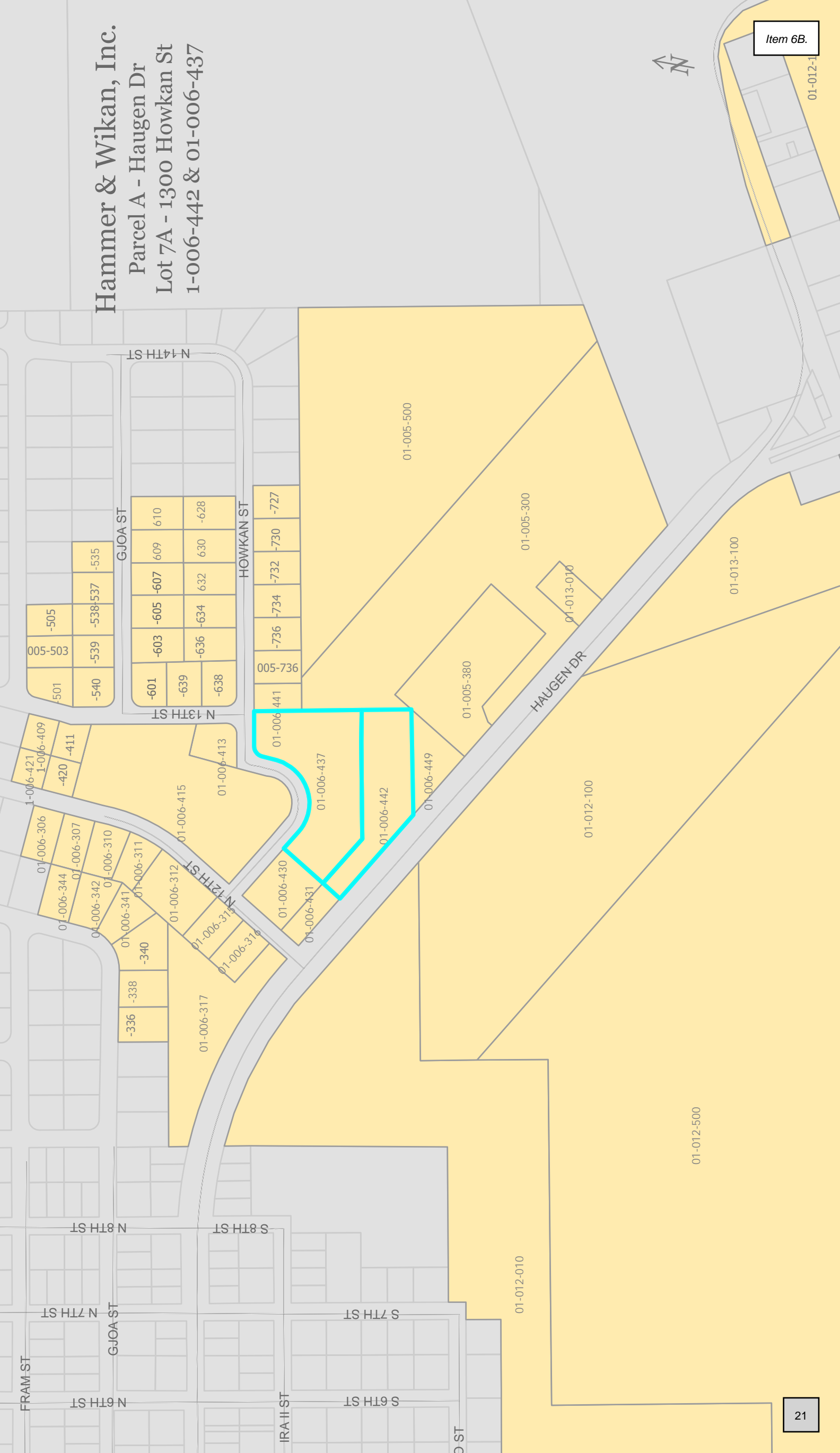
**Hammer & Wikan, Inc.**  
Parcel A - Haugen Dr  
Lot 7A - 1300 Howkan St  
1-006-442 & 01-006-437

Item 6B.



**PROPERTY AREA**

**Hammer & Wikan, Inc.**  
Parcel A - Haugen Dr  
Lot 7A - 1300 Howkan St  
1-006-442 & 01-006-437



Item 6B.

# Planning Commission Staff Report

Meeting date: March 14, 2023

**TO:** Planning Commission

**FROM:** Liz Cabrera, Community & Economic Development Director

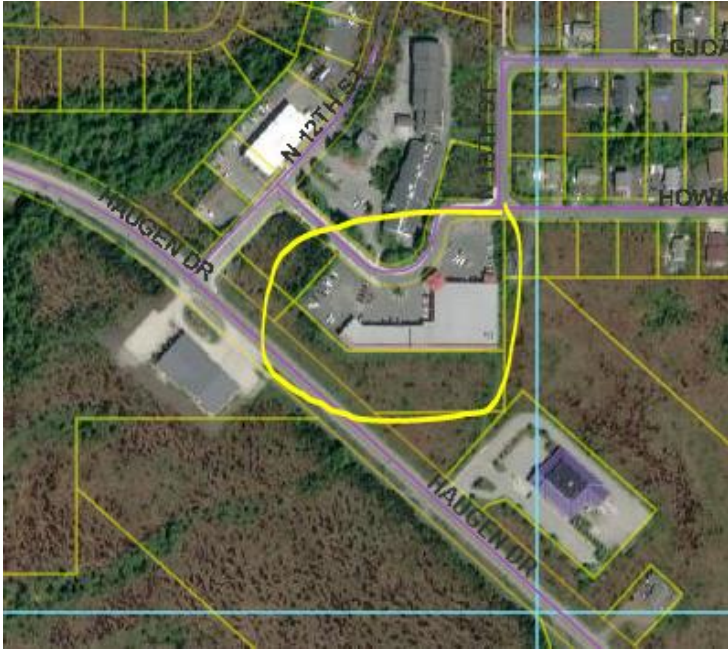
**Subject:** MINOR SUBDIVISION  
Hammer & Wikan Grocery

**Recommended Motion:**

I move to approve the Hammer & Wikan Grocery Subdivision with findings of facts as presented.

**The Petersburg Planning & Zoning Commission makes the following findings of fact:**

1. An application was submitted by Hammer & Wikan, Inc and fees paid on February 16, 2023.
2. The subject property is located at 1300 Howkan St and Parcel A, Greenbelt Subdivision.
3. Both properties are zoned Commercial-1
4. There is no minimum lot size within the commercial-1 district nor is there a minimum street frontage required.
5. The subject property is adjacent to municipal water, sewer, electric utility services.
6. Surrounding area is well-developed with commercial activity.
7. The stated intended use for the property is commercial.
8. The plat consolidates 2 lots into 1. The resulting lot will be 162,304 sf or 3.725 acres.
9. The plat provides legal and physical access to Howkan St and Haugen Dr.
10. The plat does not contain or require a dedication of a street, right-of-way, or other area.
11. The plat does not require a vacation of a public dedication of land or a variance from a subdivision regulation.
12. The outside corners of each lot shall be marked and at least two outside corners of the whole subdivision tract are referenced to publicly recorded survey markers.
13. No comments from public works, power and light and police departments.
14. Hearing notices were mailed to property owners within 600 feet of the right-of-way.



# Planning Commission Staff Report

Meeting date: March 14, 2023

- 15. On March 14, 2023, a duly noticed public hearing was held by the Petersburg Planning Commission.
- 16. At the public hearing, the Planning Commission considered and reviewed applicant materials, public comments and testimony, and staff comments.

**Section 2. Based on the preceding findings of fact, the Petersburg Planning Commission makes the following determinations:**

- 1. The proposed Hammer & Wikan Grocery Subdivision meets the conditions outlined in Title 19 for a minor subdivision.
- 2. The subdivider shall submit a plat with legible lettering meeting the generally accepted standards for good draftsmanship as prepared by a professional land surveyor, properly registered in the state of Alaska, drawn to scale, and provided in a format, size, suitable for recording.

---

Chair, Planning Commission

---

Secretary, Planning Commission



**PETERSBURG INDIAN ASSOCIATION**

**PO Box 1418  
15 N. 12<sup>th</sup> Street  
Petersburg, Alaska 99833  
Phone: 907-772-3636  
Fax: 907-772-3637**

September 2, 2022

Petersburg Borough  
PO Box 329  
Petersburg, Alaska 99833

To Whom It May Concern,

Petersburg Indian Association (PIA) submitted a Land Use Application for the property whose legal description is Parcel B, Greenbelt Subdivision, Plat 2016-4. That property is currently zoned Open Space – Recreational. PIA is only interested in purchasing that property if it were to be rezoned to Commercial-1 to match the adjacent lots. I appreciate your consideration in this matter.

As noted in the application, this parcel is the site of the school’s informational sign. PIA is willing to grant the school an easement for the sign.

Please contact me with questions or if further information is required.

Sincerely,

Chad Wright  
Tribal Administrator





### Petersburg Borough, Alaska

## Land Disposal Application

(\$500.00 non-refundable filing fee required)

**Form must be completed in its entirety to be considered**

<b>Office Use:</b>
Rec'd. by:
Fee: \$
Date Rec'd:

Date: SEPTEMBER 1, 2022

This is a request for land disposal via (circle one):  
Lease Purchase Exchange Other

Parcel ID #(s) of Subject Property:  
01-006-431

Proposed term of lease: \_\_\_\_\_  
(total years)

Legal Description of Property:  
PARCEL B, GREENBELT SUBDIVISION, PLAT 2016-4

Current Zoning of Property:  
RESIDUE-RESIDENTIAL

Applicant Name: PETERSBURG TRIBAL ASSOCIATION

Applicant Mailing Address: PO BOX 1418  
PETERSBURG, AK 99833

Applicant Contact Info: CHAD WRIGHT 907-772-3636  
(phone and/or email) tribaladonna@tribal.org

1. Size of Area requested (identify the minimum area necessary in square feet): 13,216 sq ft
2. Attach a map showing the location of the land requested. Map must show surrounding area with the land requested clearly marked with bolded borders or highlighted color.

3. Narrative on use of property: Explain proposed use of land and when use is expected to begin and end. Include any planned new construction or renovation, including time-frame when construction or renovation will be completed and type of materials to be used. Provide the estimated dollar value of proposed improvements. Explain the value of the proposal to the economy of the borough and any other information you feel should be considered. (attached additional sheet if necessary)

CURRENTLY THERE ARE NO PLANS FOR THIS PROPERTY. PDA OWNS THE ADJACENT LOT AND REALIZES THE POTENTIAL BENEFIT TO OBLIGING THIS LOT WHEN A DECISION IS MADE TO DEVELOP. PDA WOULD BE WILLING TO GRANT THE SCHOOL AN EASEMENT FOR THE INFORMATIONAL SIGN. WE WILL ASK FOR THIS TO BE REQUIRED TO COMMERCIAL-1 TO MATCH THE ADJACENT LOTS

4. Name and address of all adjacent land owners or lessees, including upland owner(s) if applicable: (attach additional sheet if necessary)

PETERSBURG DUNDAS ASSOCIATION \_\_\_\_\_  
HAMMER & WILKINSON \_\_\_\_\_  
\_\_\_\_\_

5. Are there any existing permits or leases covering any part of the land applied for?

\_\_\_\_\_ Yes  No If yes, please check one: (\_\_\_\_\_ Lease \_\_\_\_\_ Permit)

Describe the type of permit or lease, if applicable, and the name and last known address of the permittee or lessee: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

6. What local, state or federal permits are required for the proposed use? (list all)

NONE \_\_\_\_\_  
\_\_\_\_\_

7. If applicant is a corporation, provide the following information: N/A

A. Name, address and place of incorporation: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

B. Is the corporation qualified to do business in Alaska?: \_\_\_\_\_ Yes \_\_\_\_\_ No

Name and address of resident agent: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

8. Why should the Planning Commission recommend Assembly approval of this request?

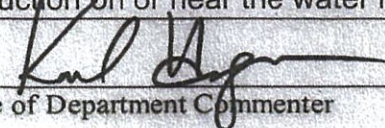
THIS LOT DOES NOT HAVE MUCH UTILITY ON ITS OWN, BUT IT HAS  
MORE POTENTIAL IF COMBINED WITH THE ADJACENT LOT, WHICH  
IS OWNED BY PETERSBURG TOWN ASSOCIATION.

9. How is this request consistent with the Borough's comprehensive plan?

THIS PURCHASE REQUEST IS CONSISTENT WITH THE BOROUGH'S  
COMPREHENSIVE PLAN IN THAT IT ENCOURAGES DEVELOPMENT  
WITHIN OUR EXISTING INFRASTRUCTURE.

10. Prior to submitting this application, please verify with pertinent Borough Departments that the land requested for lease, purchase or exchange is not needed for a public purpose by speaking with the appropriate personnel in the Electric, Water, Wastewater, Community Development, Harbor or Public Works Departments and obtain their comments and signatures below. (attach additional sheet if necessary):

Department Comments: The water, wastewater and electric departments of the Borough  
have no need for retention of this parcel for utility purposes. However, there is an existing  
easement for a 14" water main, that is installed on the property line common to Haugen  
Drive, that should remain in place and prohibit construction on or near the water main.

  
Signature of Department Commenter

Department Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Department Commenter

Department Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Department Commenter

Department Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Department Commenter

8 Why should the Planning Commission recommend Assembly approval of this request?

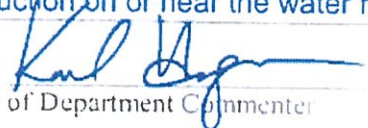
*THEY LET YOU SEE HAVE MUCH INTEREST ON THE LAND, BUT IT HAS NOT BEEN USED TO CORRESPOND WITH THE PURPOSE OF THE LAND, WHICH IS OWNED BY BETHLEHEM TOWNSHIP ASSOCIATION.*

9 How is this request consistent with the Borough's comprehensive plan?

*THEY WOULD BE REQUEST TO BE CONSISTENT WITH THE BORO'S COMPREHENSIVE PLAN SO THAT IT ENCOURAGES DEVELOPMENT WITHIN AND EXTENDING THE BORO'S BOUNDARIES.*

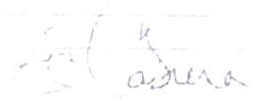
10. Prior to submitting this application, please verify with pertinent Borough Departments that the land requested for lease, purchase or exchange is not needed for a public purpose by speaking with the appropriate personnel in the Electric, Water, Wastewater, Community Development, Harbor or Public Works Departments and obtain their comments and signatures below. (attach additional sheet if necessary):

Department Comments The water, wastewater and electric departments of the Borough have no need for retention of this parcel for utility purposes. However, there is an existing easement for a 14" water main, that is installed on the property line common to Haugen Drive, that should remain in place and prohibit construction on or near the water main.




Signature of Department Commenter

Department Comments Community development has no need for the parcel to be retained in borough ownership.



Signature of Department Commenter

Department Comments Public Works has no need for this parcel for public purposes, other than access to the water main as described above.



Signature of Department Commenter

Department Comments \_\_\_\_\_

Signature of Department Commenter

**NOTICE TO APPLICANT(s):**

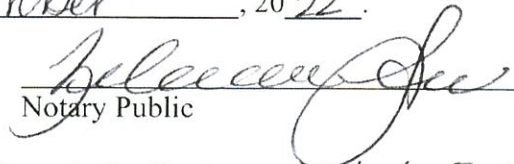
**Applicant will be required to pay a non-refundable filing fee with the Borough of \$500 to cover estimated costs of: a title report, survey, legal fees, postage, recording fees, public noticing and advertising and other costs incidental to the processing of this application.**

**I hereby certify that I have received and reviewed a copy of Petersburg Municipal Code Chapters 16.12 and 16.16 (as they may pertain to my particular application) and understand the Code requirements. I further certify I am authorized to sign this application on behalf of the applicant.**

**Please sign application in the presence of a Notary Public.**

  
Applicant/Applicant's Representative

Subscribed and sworn to by Chad Wright, who personally appeared  
before me this 7<sup>th</sup> day of September, 2022.

  
Notary Public

Notary Public in and for the State of Alaska. My Commission Expires: July 5, 2026



# Petersburg Indian Association Petersburg Borough 10 N. 12th Street 01-006-431



**PROPERTY AREA**

# Petersburg Indian Association Petersburg Borough 10 N. 12th Street 01-006-431



### Zoning Classification

- RR - Rural Residential
- SFR - Single Family Residential
- SF-2 - Single Family Special Use
- MF - Multi-Family Residential
- SFMH - Single Family Mobile Home
- C1 - Commercial 1
- C2 - Commercial 2
- C3 - Commercial 3
- MHP - Mobile Home Park
- I - Industrial
- PU - Public Use
- OSR - Open Space Recreational
- U - Undeveloped Land Pending Future Classification





# Planning Commission Staff Report

Meeting date: March 14, 2023

**TO:** Planning Commission

**FROM:** Liz Cabrera, Community & Economic Development Director

**Subject:** Sale of Borough-Owned Property at 10 N. 12<sup>th</sup> Street  
Parcel B, Greenbelt Subdivision

### Recommended Motion:

I move a recommendation to the Borough Assembly that the borough owned property at 10 N 12<sup>th</sup> Street be approved for sale subject to conditions outlined in the findings of fact.

### The Petersburg Planning & Zoning Commission makes the following findings of fact:

1. Applicant is requesting to purchase approximately .31 acres of borough-owned property located at 10 N 12TH STREET (PID#: 01-006-431).
2. Application was referred to the Planning Commission on October 11, 2022.
3. The property has legal and practical access from N. 12<sup>th</sup> Street and Haugen Drive.
4. PMC 16.12.050 requires a property be zoned prior to approval for disposal. Subject property is zoned Commercial-1 as approved by the Borough Assembly on February 6, 2023.
5. No portion of the property is located within a flood zone.
6. Based on review of the application by borough departments, there is no public need or use for the property.
7. There is a 10' wide utility easement along Haugen Drive to protect an existing water main.
8. The Petersburg School District maintains an informational sign on the edge of the lot. Power lines to the sign are underground.
9. Hearing notices were mailed to property owners within 600 feet of the area on February 24, 2023.
10. On March 14, 2023, a duly noticed public hearing was held by the Petersburg Planning Commission. At the public hearing, the Planning Commission considered and reviewed applicant materials, public comments and testimony, and staff comments.



# Planning Commission Staff Report

Meeting date: March 14, 2023

**Based on the preceding findings of fact, the Petersburg Planning Commission makes the following recommendations:**

1. The Borough Assembly approve sale of borough owned property at 10 N 12<sup>th</sup> Street subject to conditions outlined below.
2. Any development on the property shall connect to municipal sewer system. Cost of extending utilities (electricity, water, sewer) to the property will be the responsibility of the property owner. Cost of providing service from the property line to any structure is the responsibility of the property owner.
3. Any plans to construct a driveway approach to Haugen Drive would need prior approval of the Utility Director to ensure the integrity of the waterline in addition to ADOT approval..
4. Property conveyance is subject to an easement to the Petersburg School District for use and access to the existing informational sign and associated underground power lines.

Compass Theater  
DBA: Northern Nights Theater  
PO BOX 421  
Petersburg, AK 99833  
907-650-7626

Re: Sign at Hagen & 12st

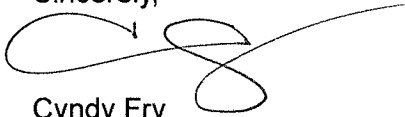
Petersburg Planning Commission,

This letter is in support of the continued easement use of the digital sign on the corner of Hagen and 12st Street. The use of this sign in a collaboration between our non-profit theater and the Petersburg School District. We use this sign to communicate the current movies being shown at the theater to our community.

Due to the financial hardship experienced during our closure during the COVID pandemic and recent major repairs to our equipment we are unable to fathom potential expenditures to move this sign to another location in the community. We would not be able to move this sign, losing this form of community communication to both the school and theater. Based on this, it is essential to maintain the easement and continued use in its current location with the transfer of property ownership.

Thank you for considering all these variables in your decision making process. Please reach out for any additional information at [northernnighttheater@gmail.com](mailto:northernnighttheater@gmail.com) or 907-650-7626.

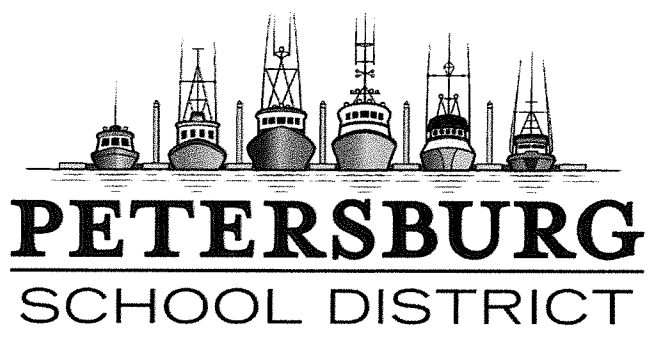
Sincerely,



Cyndy Fry  
Compass/NNT Manager



Bev Siercks  
Compass Theater President



District Office  
 201 Charles W St.  
 P.O. Box 289  
 Petersburg, AK 99833

Cyndy Fry, Special Education Director  
 cfry@pcsd.us  
 1-877-526-7656

March 9, 2023

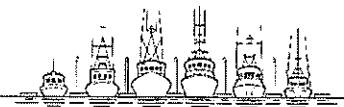
Re: Sign on Hagen & 12th

Petersburg Planning Commission,

This is a letter in support of maintaining the easement and use of the informational sign at the corner of Hagen and 12th street. This digital sign is used in collaboration with the school district and the non-profit Compass (DBA Northern Nights Theater) to facilitate communication regarding local events on a weekly basis to the community. Continued access via the easement is essential for the use. We appreciated the continued support to use this sign for its intended purpose after the property transfer.

Sincerely,

Cyndy Fry  
 Special Education Director

 <b>PETERSBURG BOROUGH</b> <b>CONDITIONAL USE APPLICATION</b>	CODE TO:	<b>110.000.404110</b>
	BASE FEE:	\$50.00
	PUBLIC NOTICE FEE:	\$70.00
	<b>TOTAL:</b>	<b>\$120.00</b>

DATE RECEIVED:	RECEIVED BY:	CHECK NO. or CC:
----------------	--------------	------------------

APPLICANT/AGENT	LEGAL OWNER (IF DIFFERENT THAN APPLICANT/AGENT)
NAME Derek and Stacey Thorsen	NAME
MAILING ADDRESS Box 784	MAILING ADDRESS
CITY/STATE/ZIP Petersburg, AK 99833	CITY/STATE/ZIP
PHONE (907) 518-1936 / (907) 518-0450	PHONE
EMAIL thorsen@gci.net	EMAIL

**PROPERTY INFORMATION**

PHYSICAL ADDRESS or LEGAL DESCRIPTION:  
  
1003 Valkyrie Street

PARCEL ID: 01-002-345	ZONE: SFR	OVERLAY:
--------------------------	-----------	----------

CURRENT USE OF PROPERTY: Vacant	LOT SIZE: 14,700
------------------------------------	------------------

PROPOSED USE OF PROPERTY (IF DIFFERENT):  
Temporary storage of building materials/Occupation of temporary mobile housing due to a lack of available/acceptable housing options, during home renovations requiring vacation of current residential property.

SEPTIC SYSTEM: Is there a septic system on the property?  YES  NO  
What is current or planned system?  Municipal  DEC-approved on-site system

WATER SOURCE:  Municipal  Cistern/Roof Collection  Well

LEGAL ACCESS TO LOT(S) (Street Name):  
Valkyrie Street

**TYPE OF APPLICATION**

- Home Occupation. Please include copy of current Sales Tax Registration Application
- Residential Use in Industrial District
- Other: Temporary housing options.

**Submittals**

Please submit site plan. For home occupation permits, please include a site plan showing location and size of area to be used for the home occupation (including storage), and location and size of area available for off-street parking.

**SIGNATURE(S):**

I hereby affirm all of the information submitted with this application is true and correct to the best of my knowledge. I also affirm that I am the true and legal property owner or authorized agent thereof for the property subject herein.

Applicant(s): Derek + Stacey Thorsen Date: 03/01/23

Owner(s): Derek Thorsen, Stacey Thorsen Date: 03/01/23

## 19.72 CONDITIONAL USE APPLICATION

Applicant(s): Derek and Stacey Thorsen

Address or PID: 1003 Valkyrie Street

**Project Summary:**

Use of a mobile, self-contained, Recreational Vehicle for housing during renovations of current residential property. Several inquiries have been made for alternative/acceptable housing with none deemed reliable or acceptable.

All property line variances will be observed and abided by.

Conditions of approval as required in Petersburg Municipal Code 19.72.020:

(Note that all regulations and requirements of Title 19 must be satisfied in order to qualify for a conditional use permit.)

1. The commission shall consider the suitability of the property, the character of the surrounding property and the economic and aesthetic effects of the proposed use upon the property and the neighboring property. The use will be permitted if it is in harmony with the general purpose and intent of this title and where the use will be in keeping with the uses generally authorized for the zone in which the use is to take place.

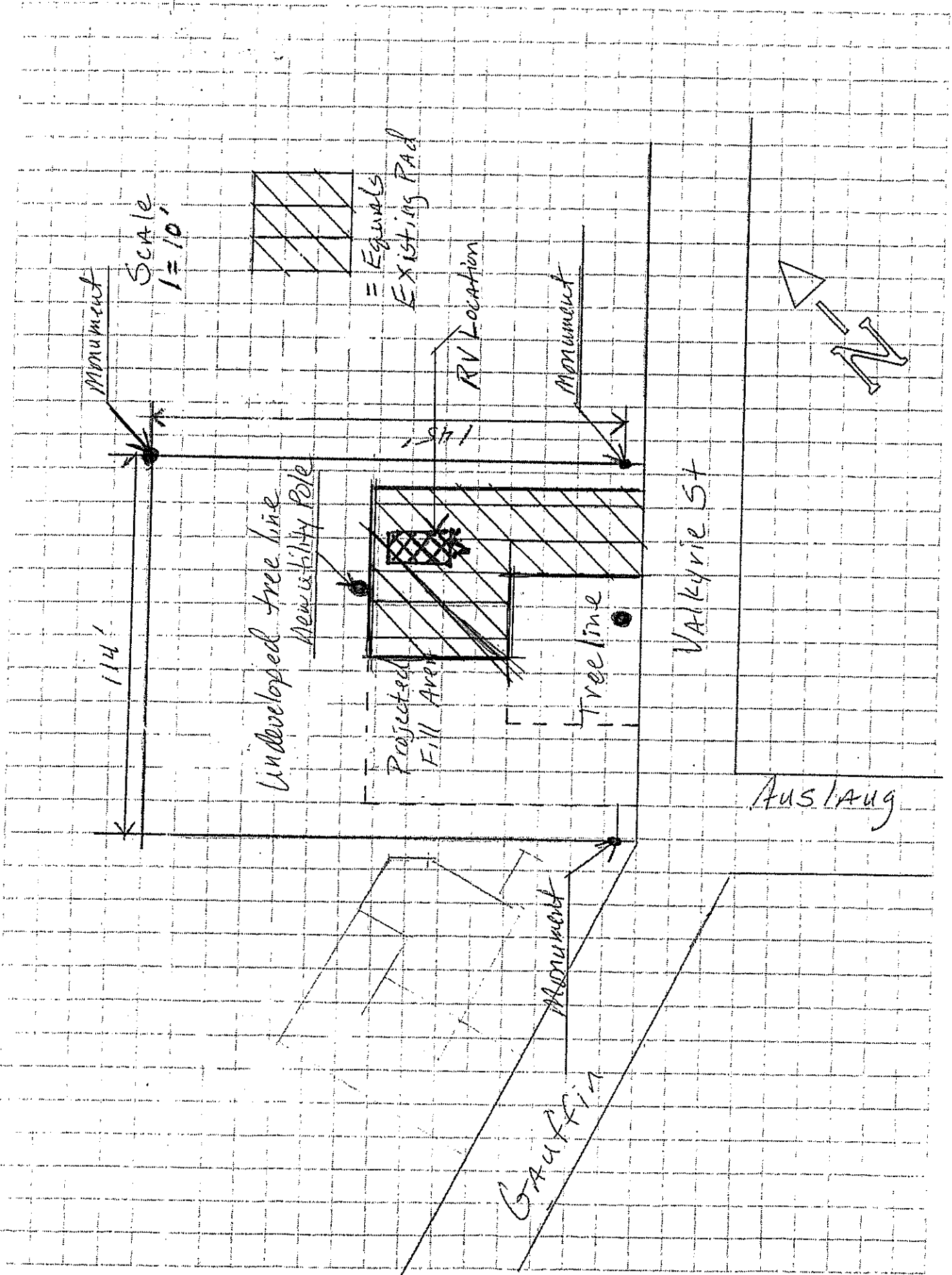
This property currently has a developed rock/gravel pad. The area is partially concealed behind a stand of trees and the property is well maintained.

2. Exits and entrances and off-street parking for the conditional use shall be located to prevent traffic hazards or congestion on public streets.

Off-street parking is available and will be used so as not to interfere with the flow of traffic.

3. In addition to the conditions of subsections (A) and (B) of this section, schools, governmental and civic buildings and other public uses shall meet the following condition: The proposed location of the use and size and character of the site shall facilitate maximum benefit and service to the public.

The proposed location in this application does not interfere with any condition of subsection (A) and (B) and is therefore not applicable.



Derek Thorsen 1003 Valkyrie