



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Agenda Planning Commission Regular Meeting

Tuesday, January 10, 2023

12:00 PM

Assembly Chambers

You are invited to a Zoom meeting.

When: January 10, 2023 12:00 PM Alaska

Topic: January 10, 2023 Regular Planning Commission Meeting

Please click the link below to join the webinar:

[https://petersburgak-
gov.zoom.us/j/96232354380?pwd=UkU0b1JiaHI5SGQ4OU1lSzNaZTdCZz09](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. Planning Commission Meeting Minutes 11.08.2022

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. **Consent Calendar**

7. **Public Hearing Items**

A. 1. Consideration of an application from Bruce Stedman for two variances at 203 N. 4th St. (PID: 01-006-206)

(a) a variance from the 80' road frontage requirement to allow a lot with 75' road frontage and,

(b) a variance from the 8,000-sf minimum lot size requirement to allow for a lot of 7,500sf.

2. Consideration of an application from Bruce Stedman for a minor subdivision at 203 N. 4th St. (PID: 01-006-206)

8. Non-Agenda Items

A. Commissioner Comments

B. Staff Comments

C. Next Meeting is February 14, 2023 at 12:00noon in the Assembly Chambers

9. Adjournment



Petersburg Borough

12 South Nordic Drive
Petersburg, AK 99833

Meeting Minutes Planning Commission Regular Meeting

Tuesday, November 08, 2022

12:00 PM

Assembly Chambers

You are invited to a Zoom meeting.

When: November 8, 2022 12:00 PM Alaska

Topic: November 8, 2022 Regular Planning Commission Meeting

Please click the link below to join the webinar:

<https://petersburgak-gov.zoom.us/j/96232354380?pwd=UkU0b1JiaHI5SGQ4OU1ISzNaZTdCZz09>

Meeting ID: 962 3235 4380

Passcode: 289401

Or Telephone:

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

Meeting ID: 962 3235 4380

Passcode: 289401

1. Call to Order

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

2. Roll Call

PRESENT

Commission Chair Chris Fry

Commission Secretary Sally Dwyer

Commissioner Jim Floyd

Commissioner Marietta Davis

Commissioner Phillip Meeks

ABSENT

Commission Vice-Chair Heather O'Neil

Commissioner John Jensen

3. Acceptance of Agenda

Motion made by Commission Secretary Dwyer, Seconded by Commissioner Floyd to approve the agenda as presented.

Voting Yea: Commission Chair Fry, Commission Secretary Dwyer, Commissioner Floyd, Commissioner Davis, Commissioner Meeks

4. Approval of Minutes

Motion made by Commission Secretary Dwyer, Seconded by Commissioner Davis to accept the minutes from the October 11, 2022 meeting as presented.

Voting Yea: Commission Chair Fry, Commission Secretary Dwyer, Commissioner Floyd, Commissioner Davis, Commissioner Meeks

A. Meeting Minutes from October 11, 2022.

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 Jim Floyd asked if the plan is to leave the sign on the corner of the property. Chad Wright spoke on behalf of the Petersburg Indian Association to address questions. Chad stated that PIA would grant an easement for the sign to remain on the corner.

Motion made by Commissioner Floyd, Seconded by Commission Secretary Dwyer to approve the application to include the Findings of Fact.

Voting Yea: Commission Chair Fry, Commission Secretary Dwyer, Commissioner Floyd, Commissioner Davis, Commissioner Meeks

A. Recommendation to the Borough Assembly to amend the zoning map by changing Lot B, Greenbelt Subdivision from Open Space-Recreation to Commercial-1 (PID: 01-006-431).

8. Non-Agenda Items

A. Commissioner Comments

None.

B. Staff Comments

Director Liz Cabrera stated there is an agenda item for next month, so there should be a meeting.

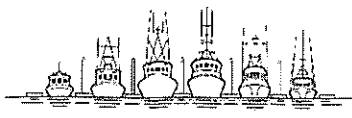
C. Next Meeting is scheduled for Tuesday, December 13, 2022 at noon.

9. Adjournment

Motion made by Commission Secretary Dwyer, Seconded by Commissioner Floyd to adjourn.

Voting Yea: Commission Chair Fry, Commission Secretary Dwyer, Commissioner Floyd, Commissioner Davis, Commissioner Meeks

The meeting was adjourned at 12:05pm.



PETERSBURG BOROUGH LAND USE APPLICATION

PAID
NOV 01 2020
FINANCE DEPT

CODE TO:	110.000.404110
BASE FEE:	795.00
PUBLIC NOTICE FEE:	\$70.00
TOTAL:	965.00
CHECK NO. or CC:	

DATE RECEIVED: _____ RECEIVED BY: _____

APPLICANT/AGENT		LEGAL OWNER (IF DIFFERENT THAN APPLICANT/AGENT)	
NAME	Robert Bruce Stedman	NAME	
MAILING ADDRESS	6842 Kenfis Place S.W	MAILING ADDRESS	
CITY/STATE/ZIP	Port Orchard, Wa 98367	CITY/STATE/ZIP	
PHONE	425-614-7970	PHONE	
EMAIL	rbstedman@hotmail.com	EMAIL	

PROPERTY INFORMATION

PHYSICAL ADDRESS or LEGAL DESCRIPTION:

203 N 4th St.

PARCEL ID: 01-006-206	ZONE:	OVERLAY:
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CURRENT USE OF PROPERTY: Residential, single family	LOT SIZE:
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PROPOSED USE OF PROPERTY (IF DIFFERENT):
Residential, single family

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):
4th

TYPE OF APPLICATION & BASE FEE

- 19.84 Zoning Change (\$100)
- 18.18 Record of Survey (\$50) (Note: No Public Notice Fee)
- 18.20 Minor Subdivision/18.24 Preliminary Plat (\$75 + \$10 per lot)
- 18.24 Final Plat (\$25 per lot)

SUBMITTALS:

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.

SIGNATURE(S):

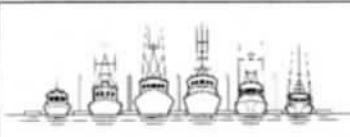
I hereby affirm all of the information submitted with this application is true and correct to the best of my knowledge. I also affirm that I am the true and legal property owner(s) or authorized agent thereof for the property subject herein.

Applicant(s): _____ Date: _____

Owner: _____ Date: _____

Owner: _____ Date: _____

Owner: _____ Date: _____



PETERSBURG BOROUGH PLATTING VARIANCE

CODE TO:	110.000.40411
BASE FEE:	\$50.00
PUBLIC NOTICE FEE:	\$70.00
TOTAL:	\$120.00

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

APPLICANT/AGENT	LEGAL OWNER (IF DIFFERENT THAN APPLICANT/AGENT)
NAME Robert Bruce Stedman	NAME Same
MAILING ADDRESS 6842 Kenfig Place SW	MAILING ADDRESS Same
CITY/STATE/ZIP Port Orchard, Washington 98367	CITY/STATE/ZIP Same
PHONE 425.614.7970	PHONE Same
EMAIL rbstedman@hotmail.com	EMAIL Same

PROPERTY INFORMATION

PHYSICAL ADDRESS or LEGAL DESCRIPTION:

203 N 4th St, Petersburg, Alaska 99833

PARCEL ID:	ZONE:	OVERLAY:
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CURRENT USE OF PROPERTY: Part has a House with detached garage, remaining is wooded

LOT SIZE:

PROPOSED USE OF PROPERTY (IF DIFFERENT): requesting a variance from the requirement that the road frontage for one of the lots be reduced from 80' to 75'.

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):
4th North

SUBMITTALS:

- Sketch plat or photocopy of the most recent survey
- Evidence of title of the applicant
- Explanation of conditions, facts, and reasons why a variance should be granted.

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(s) or authorized agent thereof for the property subject herein.

Applicant(s):  Date: 12/15/2022

Owner: same Date: _____

Owner: _____ Date: _____

Owner: _____ Date: _____

18.32 PLATTING VARIANCE APPLICATION

Applicant(s): Robert Bruce Sledner

Subdivision: _____

Variance Requested:

- Lot Area
- Lot Frontage
- Other:

Conditions of approval as required in Petersburg Municipal Code 18.32.010:

(Note that both conditions must be satisfied in order to qualify for a variance.)

1. Explain how the granting of a platting variance will not be detrimental to the public safety, or welfare, or injurious to adjacent property.

The property to the North, if granted will be 100' X 75, and a good building lot, if the buyer desires. It is currently wooded and unused, except for a small shed, which will be removed if this request is granted as per requirements for a lot not having a house on it.

Both lots have full access to 4th North and the house and garage lot will still have complete frontage access to Fram Street and not require any additional changes or additions to any City Roads.

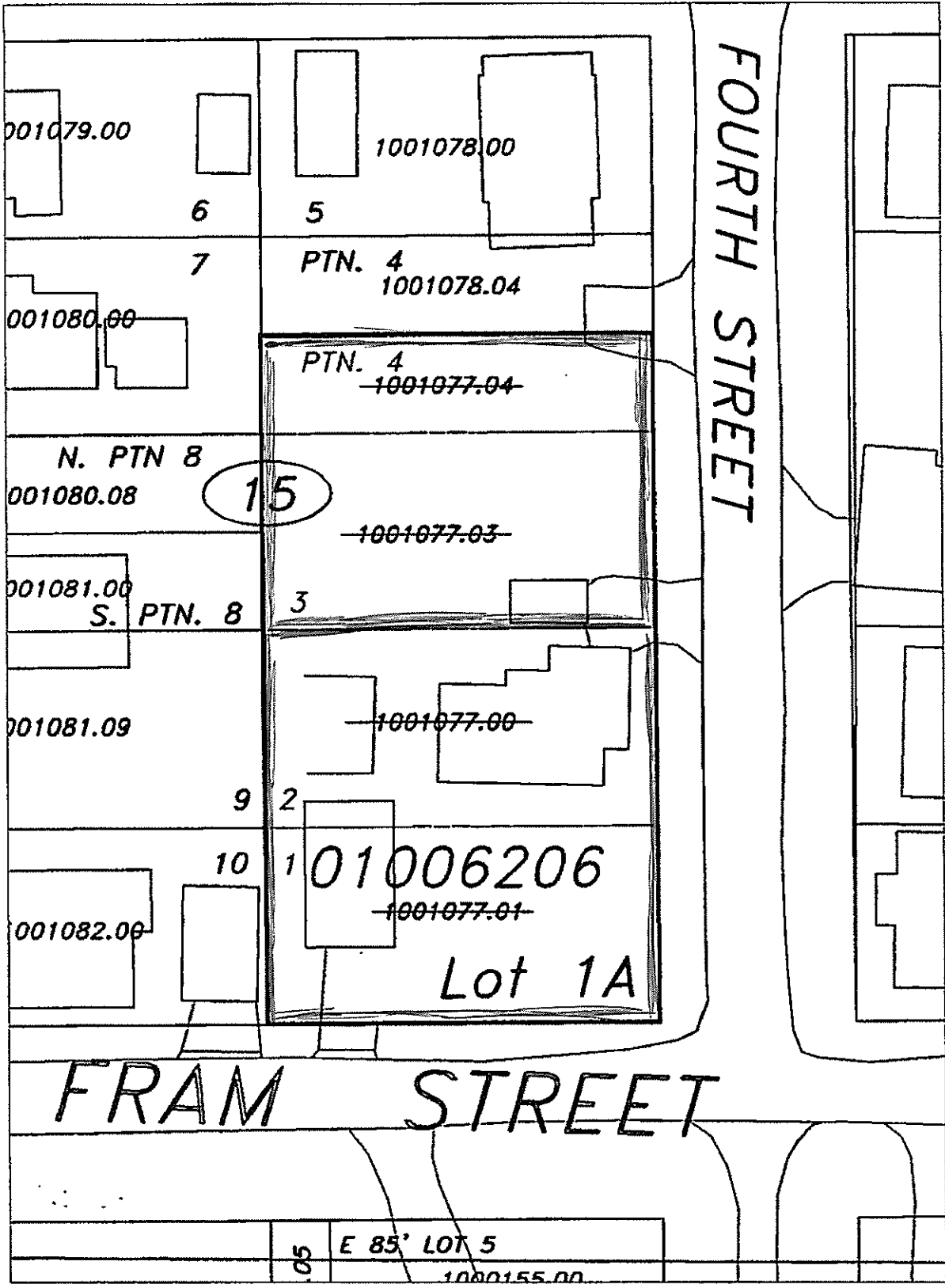
By dividing the current property into the lots with the garage and house as one entity and the remaining wooded lot and a half as another entity, this; will do two things: create another possible buildable lot and also reduce the value of the house and garage lot to open it up for more people to be able to afford it.

2. Explain how the tract to be subdivided is of such unusual size and shape or topographical conditions that the strict application of the requirements of this title will result in undue and substantial hardship to the owner of the property.

Before the lots owned by my parents were joined for Tax Purposes, Dr Tom Woods approached my father about purchasing half of the lot adjacent to his corner property (the original Lutheran Rectory) so he had room to access the back of his house and I believe to park his boat. That left 3 and a half lots, which were later joined. The original Corner lot with the Garage and shop, the next lot north with the house, and the wooded lot and a half to the north of the house.

The house lot will be 100X100 and will be of good size for whatever the new owner wishes to add or change.

The wooded lot will be 100'x75', which is one and a half times larger than the original buildings lots in the neighborhood.





NOTICE OF MINOR LOT CONSOLIDATION
RECORD IN: PETERSBURG RECORDING DISTRICT

The property formerly described as: (Original legal description of lots that have been consolidated) BLK 15 LOTS 1, 2, 3, and 4 PTN. 4 USS 282
SEC 27 T58S R79E CRM

has been consolidated into one lot, tract, or parcel described as: (New legal description of the lot, tract, or parcel) BLK 15 LOT 1A USS 282
SEC 27 T58S R79E CRM

Owner(s) of the above described new lot, tract, or parcel:
William & Carol Stedman

I hereby certify that the legal description shown hereon has been found to comply with Title 18 of the Petersburg Municipal Code Subdivisions and is approved by the Petersburg Borough Department of Community Development for recording in the office of the Ketchikan Recording District, Ketchikan, Alaska.

Dated: 8/5/13

[Signature]
 Director of Community Development
 Petersburg Borough

STATE OF ALASKA)
) SS
 FIRST JUDICIAL DISTRICT)

THIS IS TO CERTIFY that on this 5th day of August, 2013, before me, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Leon Luczak, to me known and known to me to be the person(s) whose names are subscribed to the foregoing instrument freely and voluntarily for the stated purposes and reasons set forth therein.

[Signature]
 Notary Public in Alaska:
 My commission expires 11-24-15

After recording return to: Petersburg Borough, P.O. Box 329, Petersburg, AK 99833



Petersburg Borough
Community Development
P.O. Box 329
Petersburg, AK 99833

(907) 772-4533
FAX (907) 772-4876

Application No: _____ Date Received: June 18, 2013
Fee Collected: WAIVED Received By: SJC/LL

APPLICATION FOR MINOR LOT CONSOLIDATION.

Owner(s): William + Carol Stedman
Address: 203 N. 4th St.
Phone Number: (907) 772-4415

APPLICANT MUST PROVIDE EVIDENCE OF THE FOLLOWING:

- Lots proposed for consolidation are under common ownership.
- All special assessments are paid in full.
- All property taxes are paid in full.

FOR DEPARTMENT USE:

- Lots are located in the same zoning district.
- Consolidation of lots does not create a zoning or building code violation.
- Consolidation involves four or fewer abutting lots.

I (we) do hereby apply for Minor Lot Consolidation review and approval of the following described lots in accordance with the provisions of the Subdivision Ordinance. I (we) am (are) the owner(s) of the real estate included in said Minor Lot Consolidation.

LEGAL DESCRIPTION OF PROPERTY WHICH WILL BE CONSOLIDATED:

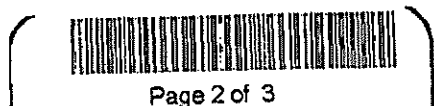
BLK 15, LOTS 1, 2, 3 & PTN of 4 USS 282
parcel ID's 1001077.00, .01, .03, .04

Number of Existing Parcels 4 Total Land Area 17,500 SF
Resulting Lots or Parcels 1

NEW LEGAL DESCRIPTION

BLK 15 LOT 1A USS 282
parcel ID 01006206

Signature of Owner(s) William Stedman
Carol Stedman



Planning Commission Staff Report

Meeting date: January 10, 2023

TO: Planning Commission

FROM: Liz Cabrera, Community & Economic Development Director

Subject: **PLATTING VARIANCE & MINOR SUBDIVISION**
203 N 4th Street (PID: 01-006-206)

Recommended Motions:

I move to approve a platting variance along with findings of facts to allow a road frontage of 75' and lot size of 7,500 sf at 203 N 4th Street.

I move to approve a minor subdivision along with findings of facts and conditions of approval at 203 N 4th Street.

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

1. An application for a variance was submitted by Robert Bruce Stedman (applicant) and fees paid on July 18, 2022.
2. The subject property is located at 203 N 4th Street.
3. The existing lot is 17,500 sf and zoned single-family residential. Surrounding properties are also zoned single-family residential.
4. The subject property has access to municipal water and sewer, and electric services.
5. Surrounding area is well-developed with residences.
6. The stated intended use for the subdivided property is residential use.
7. The proposed northern lot:
 - a. Lot area is approximately 7,500 sf, which does not meet the minimum lot size of 8,000-sf. Applicant has requested a platting variance.
 - b. Legal and practical access is N. 4th Street.
 - c. Road frontage is 75', which does not meet the 80' required in the district. Applicant has requested a platting variance.
 - d. There is an existing car port on the lot.
8. The proposed southern lot:
 - a. Lot area is approximately 10,000 sf, which exceeds the 8,000-sf minimum lot size for the zoning district.
 - b. There is an existing 2,861 sf one-family residence and garage on the property.
 - c. Minimum yard setback requirements for the structure are met.
 - d. The proposed lot coverage is 16%, which is below the maximum 35% allowed in the district.
 - e. This is a corner lot and has legal and physical access to N 4th Street and Excel St.
9. Hearing notices were mailed to property owners within 600 feet of the subject property.
10. On January 10, 2023, a duly noticed public hearing was held by the Petersburg Planning Commission.

Planning Commission Staff Report

Meeting date: January 10, 2023

11. 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 subdivision would create one 10,000-sf lot and one 7,500-sf lot. The 7,500-sf lot is smaller than the minimum lot size for the district, however many lot sizes in this neighborhood are 5,000-sf. The 7,500-sf lot size is adequate to accommodate a residence and required off-street parking.

The substandard size of the lot is not likely to cause detriment to surrounding properties given that other lots in the area are smaller. The proposal is not likely to be detrimental to public health, safety, or welfare as existing and planned uses on the subject properties are consistent with allowed uses for the district.

2. The proposed 7,500 sf lot has a road frontage of 75', which is less than the required 80' for the district, however many lots in this neighborhood have road frontage of only 50'. The road frontage for the proposed lot is sufficient to allow for a driveway and provide off-street parking for future residential development.

The substandard road frontage is not likely to cause detriment to surrounding properties given that other lots in the area are smaller. The proposal is not likely to be detrimental to public health, safety, or welfare as existing and planned uses on the subject properties are consistent with allowed uses for the district.

- 3. Conditions of approval prior to recording of plat:
 - The subdivider submits a plat based on the sketch approved by the Planning Commission 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.
 - The existing car port on the northern lot shall be removed.

Chair, Planning Commission

Secretary, Planning Commission

Dear Karen and Commission Members,

I am writing in support of Robert Bruce Stedman's request for Variance for creation of a 7500 sq ft, 75 ft frontage lot at 203 N 4th Street. In looking at the Borough map, a lot like this will fit in perfectly with the lot sizes and homes that their neighbors have on both 3rd and 4th Streets. A lot of 7500 sq ft allows the develop of a nice home meeting all setback requirements, and we all know that the community desperately needs more buildable lots to be available for development. The increased property taxes and one more potential home for much needed community contributors, make this very positive for us all.

This request and the resultant new lot, fits the neighborhood character and is a need for the full community. I hope that you will grant this variance.

Sincerely,



Dave Ohmer

January 4, 2023

Petersburg Planning Commission
PO Box 329
Petersburg, Alaska 99833

Dear Commission Members,

Director Liz Cabrera, Community & Economic Development

Thank you for the notice of public hearing for consideration of the application for the two variances and minor subdivision at 203 N 4th Street (PID: 01-006-206).

We are neighboring property owners with an adjacent property line located at 204 N 3rd Street. This letter serves as our public comment supporting the application for the proposed variances.

We have a verbal agreement with the 4th street property owner to purchase the adjacent, wooded lot directly behind our property.

Thank you for your consideration.

Sincerely,

Tom Abbott and Elizabeth Hart

Stedman Residence
203 N. 4th Street
01-006-206



01-006-050

01-006-010

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007-168

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903-700-10

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Item 7A.

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006-501
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007-512

007-511

Stedman Residence
203 N. 4th Street
01-006-206



Item 7A.

Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri