



Thursday, March 14, 2024
5:30 PM

Location: Borough Assembly Chambers
City Hall

Planning and Zoning Commission
5:30 PM

1. CALL TO ORDER

2. ROLL CALL

3. AMENDMENTS TO THE AGENDA

4. CONFLICTS OF INTEREST

5. APPROVAL OF MINUTES

- a. Regular Meeting Minutes from January 11th, 2024
- b. Special Meeting Minutes from January 25th, 2024
- c. Regular Meeting Minutes from February 15th, 2024

6. CORRESPONDENCE

7. PERSONS TO BE HEARD

8. NEW BUSINESS

- a. (PH) Conditional Use Permit Application request to operate a small-scale, home-based business on Lot 2A and 3A, Block 23, of the Wrangell Townsite, zoned Multi-Family Residential, owned and requested by John and Artha Deruyter
- b. Final plat review of the Pavlina-Villarma Replat, a replat of a portion of Lots 12 and 13, Block 12, within the Wrangell Townsite, according to USS1119 and a portion of Lot 14, Block 12 within Wrangell Townsite according to Plat 86-5 creating Lots 12A and 13A, zoned Single Family Residential, owned and requested by Dennis Pavlina and Carmen Villarma
- c. Request from Mr. Wayne Johnson to purchase Borough-owned real property identified as Lot A, Block 54, of the W.M.C replat subdivision, zoned Open-Space Public according to Plat 2018-6
- d. Request from Mr. Jon Campbell to lease Borough-owned tidelands identified as Lot 5, Block 7A, of the Wrangell Townsite, zoned Waterfront Development
- e. Request from Channel Construction to lease Borough-owned tidelands identified as Lot 7, of the USS 3534 subdivision, zoned Waterfront Development according to Plat 29-20; Lot USS3000, zoned Waterfront Development according to Plat 29-20; and a portion of

Lot PSS, of the USS3534 subdivision, zoned Waterfront Development according to Plat
29-20

9. UNFINISHED BUSINESS

10. COMMISSIONERS' REPORTS AND ANNOUNCEMENTS

11. ADJOURNMENT

**Minutes of Planning & Zoning Commission
Held on January 11, 2024**

1. CALL TO ORDER: Call to order at 5:29pm.

2. ROLL CALL:

PRESENT: Apryl Hutchinson, Jillian Privett, Kathleen St. Clair, Gary Watkins

ABSENT: Chair Terri Henson

STAFF PRESENT: Kate Thomas, Matt Henson

3. AMENDMENTS TO THE AGENDA: NONE

4. CONFLICTS OF INTEREST: NONE

5. APPROVAL OF MINUTES

a. Approval of the Planning and Zoning meeting minutes from December 14th, 2023.

M/S: AH/KS move to approve the Planning and Zoning Regular Meeting Minutes from December 12th, 2023.

Approved by all in favor.

6. CORRESPONDENCE:

Thomas states there may be a need for a special meeting for review of the hospital property.

7. PERSONS TO BE HEARD: NONE

8. NEW BUSINESS

a. Preliminary plat review of the Eilertsen Replat, a replat and subdivision of Lot 4, Block 5, of the Wrangell Island West Subdivision (A.S.L.S 83-7) according to Plat No. 83-11, creating Lots 4A and 4B, zoned Rural Residential 1, owned and requested by James and April Eilertsen.

M/S AH/KS move to approve the preliminary plat for the Eilertsen Replat as presented, owned and requested by James and April Eilertsen.

Director Thomas provided administrative report.

Approved unanimously by polled vote.

9. UNFINISHED BUSINESS: NONE.

10. COMMISSIONERS' REPORTS AND ANNOUNCEMENTS: Hutchinson states that she will be out of town on vacation.

11. ADJOURNMENT: Adjourned at 5:49pm.

Special meeting is called for January 16th at 5:30pm.

Next regular meeting is scheduled for February 8th, 2024.

ATTEST: _____
Matt Henson, Secretary

Terri Henson, Chair

City and Borough of Wrangell
 Planning and Zoning Commission
 AGENDA



Thursday, January 25, 2024
 5:30 PM

Location: Borough Assembly Chambers
 City Hall

Planning and Zoning Commission
 5:30 PM

1. CALL TO ORDER: Call to order: 5:35pm

2. ROLL CALL:

PRESENT: Kathy St Clair, Gary Watkins, Jillian Privett

ABSENT: Terri Henson, Apryl Hutchinson

STAFF: Kathleen Thomas, Robert Marshall

3. AMENDMENTS TO THE AGENDA: NONE

4. CONFLICTS OF INTEREST: NONE

5. APPROVAL OF MINUTES: NONE

6. CORRESPONDENCE: NONE

7. PERSONS TO BE HEARD: NONE

8. NEW BUSINESS

- a. Approval of the Planning and Zoning Commission report on the findings for a decision on the petition to Rezone Lot 5, Block 1, according to Plat 83-11 of Wrangell Island West, zoned Rural Residential changing the zoning district from Rural Residential 1 (RR1) to Rural Remote Unit (RMU) requested by Christian Ryll.

M/S: KS/GW move to approve to approve the Planning and Zoning Commission report on the findings for denying Mr. Christian Ryll's petition to rezone Lot 5, Block 1, according to Plat No, 83-11 of the Wrangell Island West Subdivision, zoned Rural Residential 1, changing the zoning to Remote Mixed Use

Director Thomas provided extensive discussion on the agenda item and Roberts Rule of Law.

Approved Unanimously by polled vote.

9. UNFINISHED BUSINESS: NONE

10.COMMISSIONERS' REPORTS AND ANNOUNCEMENTS: NONE

11.ADJOURNMENT: Adjourned at 5:55 pm

**Minutes of Planning & Zoning Commission
Held on February 15, 2024**

1. CALL TO ORDER: Call to order at 5:34 PM.

2. ROLL CALL

PRESENT: Kathy St Clair, Gary Watkins, Jillian Privett, Apryl Hutchinson

ABSENT: Terri Henson

STAFF: Kate Thomas, Matt Henson

3. AMENDMENTS TO THE AGENDA: NONE

4. CONFLICTS OF INTEREST: NONE

5. APPROVAL OF MINUTES: NONE

6. CORRESPONDENCE: NONE

7. PERSONS TO BE HEARD: NONE

8. NEW BUSINESS

- a. Final plat review of the Eilertsen Replat, a replat and subdivision of Lot 4, Block 5, of the Wrangell Island West Subdivision (A.S.L.S 83-7) according to Plat No. 83-11, creating Lots 4A and 4B, zoned Rural Residential 1, owned and requested by James and April Eilertsen.

M/S AH/KS move to approve the final plat for the Eilertsen Replat as presented, owned and requested by James and April Eilertsen.

Director Thomas provided administrative report.

Approved by polled vote.

- b. Preliminary plat review of the Pavlina-Villarma Replat, a replat of a portion of Lots 12 and 13, Block 12, within the Wrangell Townsite, according to USS1119 and a portion of Lot 14, Block 12 within Wrangell Townsite according to Plat 86-5 creating Lots 12A and 13A, zoned Single Family Residential, owned and requested by Dennis Pavlina and Carmen Villarma.

M/S AH/KS move to approve the preliminary plat for the Pavlina-Villarma Replat as presented, owned and requested by Dennis Pavlina and Carmen Villarma.

Director Thomas provided Commissioner Watkins comments. He asked if both petitioners are owners of lots. Thomas stated the GIS data is outdated and that she can confirm that petitioners own the lots. Watkins also asked about the outcome of lot 13B. Thomas stated that the parcel in question is not reflected in the plat because 13B was combined with an adjacent lot in a previous deed according to the surveyor. The lot no longer exists on the plat due to it being vacated. GIS will be updated to correct the error. Privett asked about the utility easement on the petitioner's lot. Thomas provided a brief history on the road project on evergreen and discussions between the City and Pavlina/Villarma household. Mr. Pavlina has requested a separate discussion to negotiate the utility easement acquisition. Privett asked if the owner was responsible for relocating the utility poles underground or to another location closer to the ROW. Thomas stated

there would need to be further discussion on this to determine land value, responsibility of property owner versus the Borough and how the utility lines may or may not be relocated or buried underground. Hutchinson asked if the easement issue needs to be addressed before the replat can take place. While easements are not a requirement of a legally approved plat, it is preferred to address any utility easements when land undergoes a replat/survey. In this case, since there is a history to the discussion, Thomas suggested that the easement and plat approval be handled separately.

Approved by polled vote.

- c. Request from Mr. Wayne Johnson to purchase Borough Owned Real Property within the Wrangell Townsite, Lot 2, 3, 4, 5, 8 and 9, of the Subdivision Plat Block 54, according to Plat No. 68-81, zoned Open Space.

M/S GW/AH move to recommend approval of Mr. Wayne Johnson request to purchase Borough Owned Real Property within the Wrangell Townsite, Lot 2, 3, 4, 5, 8 and 9, of the Subdivision Plat Block 54, according to Plat No. 68-81, zoned Open Space with the condition that the Wrangell Medical Center (old hospital) property sale agreement between Mr. Wayne Johnson and the City and Borough of Wrangell is approved and executed.

Director Thomas provided administrative report.

Privett asked if Mr. Johnson has presented his ideas to the city yet. Thomas stated that Mr. Johnson has only expressed interest, but he will speak in more detail in the future and that the decision to sell the Wrangell Medical Center will undergo the prescribed public process. Privett stated that the lots proximate to the school will limit activities due to the nature of the school and restrictions as to what activity is or is not permitted within 500 feet of any school building. Hutchinson asks that when demolition of the old hospital occurs, will the community and transportation impacts be addressed in a negotiation? Thomas stated that this question will be shared borough staff. Watkins asked if these lots currently have property tax collected on them? Thomas confirmed and stated that currently the lots do not generate property tax revenue. Hutchinson stated that lots 6 and 7 are owned by Tlingit and Haida which are adjacent to the lots being requested for purchase. Apryl expressed concern and stated that she wants to make sure those lots will not be negatively affected. Thomas stated that all adjacent property owners will be notified of the development plans and have ample opportunity to submit public comment through the public hearing process.

Approved unanimously by polled vote.

9. UNFINISHED BUSINESS: NONE

10. COMMISSIONERS' REPORTS AND ANNOUNCEMENTS

Hutchinson states that she will be out of town for the next meeting. Watkins asked if there was a special meeting scheduled. Thomas stated that there may be a special meeting scheduled on the 29th at 5:30PM for the hospital sale.

Privett stated that there will be a Home Buyers and Builders event on February 24th at the Nolan Center.

11. ADJOURNMENT

Adjourned at 6:04 PM.

Next regular meeting is scheduled for March 14th at 5:30 PM.

ATTEST: _____
Matt Henson, Secretary

Terri Henson, Chair

City and Borough of Wrangell, Alaska
Planning and Zoning Commission
Regular Meeting March 14th, 2024
Staff Report

Agenda Item: New Business, Item 8A
From: Kate Thomas, Economic Development Director

Subject: (PH) Conditional Use Permit Application request to operate a small-scale, home-based business on Lot 2A and 3A, Block 23, of the Wrangell Townsite, zoned Multi-Family Residential, owned and requested by John and Artha DeRuyter.

Review: John and Artha DeRuyter are seeking approval for a conditional use permit to operate a home occupation, specifically a seasonal floral shop.

“Home occupation” means a profession or use conducted entirely within a dwelling or premises by the residents with no other employees, when such use is incidental and secondary to the home for dwelling purposes, and where there is no change in the outside appearance of the building or premises or other visible evidence of the conduct of such home occupation other than any permitted sign; and where such use does not manifest any characteristics which are essentially different than the use of the building for permitted purposes, such as increased traffic volumes, noise, vibration, glare, fumes, odors, or electrical interferences which create visual or audible interference in any radio or television receivers off the premises or cause fluctuations in line voltages off the premises.

“Cottage industry” means a small-scale home-based business, similar to a home occupation, allowing up to two employees, involving the on-site manufacture and/or sale of goods or services or the retailing, wholesaling, and renting of real or personal property provided such activities are permitted uses and are not, in the determination of the planning commission, detrimental to surrounding properties. A day sightseeing trip to a remote piece of property is considered a cottage industry.

Review Criteria:

Chapter 20.08: Definitions
 Chapter 20.20: MF District – Multifamily Residential
 Chapter 20.52: Standards
 Chapter 20.68: Conditional Use Permits

Attachments:

1. Aerial Map of Property, 2. Conditional Use Permit application.

Findings of Fact:

Conditions of approval for conditional use applications include:

1. Minimal impacts on adjacent neighbors from noise, traffic, appearance, yards, etc.:

Home Occupations are allowed as a permitted use within the multi-family zoning district if there are no changes from the characteristics of the primary use. Also, Cottage Industry businesses are allowed as permitted uses and are not, in the determination of the planning commission, detrimental to surrounding properties. There are no changes to the property or dwelling that stray from the characteristics of the primary use. A floral shop of a seasonal nature could see increases in traffic to the neighborhood as clients of the business come and go from the property. However, the traffic may be no different than what is typical in a multi-family residential district. More specifically John and Artha DeRuyter's property is adjacent to an apartment complex, where multiple vehicles are coming and going regularly proximate to the DeRuyter's property. Clients of John and Artha DeRuyter will visit the property during semi-normal business hours.

2. Provisions of sewer and water:

The property is connected to sewer and water.

3. Entrances and off-street parking available without safety issues:

Access to the property is from Zimovia Highway. The residence is required to have at least 1 off-street parking place in addition to those required for primary, residential use. The property has two off-street parking places. Residents of the adjacent multi-family unit on the north side of DeRuyter's property currently access their buildings from the north and will continue to do so. The DeRuyter's occupation does not create any safety issues for the surrounding property.

Recommendation: Staff recommends approval of the conditional use permit for a seasonal floral shop at their primary residence.

Motion: Move to approve the findings of fact and the conditional use permit request submitted by John and Artha DeRuyter for a home occupation allowing the primary residence to serve as a seasonal floral shop, under the following conditions:

1. Two off-street parking places must be provided; and,
2. Business must be conducted during semi-normal business hours (e.g. 8:00AM-8:00PM)

CITY & BOROUGH OF WRANGELL
PLANNING DEPARTMENT
PO BOX 531 WRANGELL, AK, 99929 | +1 (907) 874-2381



CONDITIONAL USE APPLICATION

WMC 20.68.010 - 20.68.100
APPLICATION FEE: \$100.00

OFFICIAL USE ONLY	RECEIVED BY	DATE RECEIVED	PAYMENT	CHECK <input type="checkbox"/>
	<i>Erin</i>	<i>2-23-24</i>	CREDIT CARD <input checked="" type="checkbox"/>	CASH <input type="checkbox"/>

SECTION I.

APPLICANT'S FULL NAME	EMAIL ADDRESS	PHONE NUMBER
<i>Artha DeRuyter</i>	<i>arthaderuyter@gmail.com</i>	<i>907 388 0231</i>
APPLICANT'S ADDRESS		
<i>406 Alaska Way Wrangell AK 99929</i>		

SECTION II.

LAND OWNER'S FULL NAME	PHONE NUMBER
<i>Artha DeRuyter</i>	<i>907 388 0231</i>
LAND OWNERS ADDRESS	
<i>406 Alaska Way</i>	

SECTION III.

LEGAL DESCRIPTION	PARCEL ID NUMBER
<i>Plot 82-4</i>	
LOT: <i>L2A L3A</i> BLOCK: <i>B23</i> U.S. SURVEY:	02-032-204/202

SECTION IV.

ZONING CLASSIFICATION

Multi Family Residential

SECTION V.

SPECIFIC REQUEST

I would like to run a part-time seasonal flower shop out of my house. I will be open part-time mid september - mid May.

CITY & BOROUGH OF WRANGELL
CONDITIONAL USE APPLICATION
CONTINUED FROM PAGE 1

SECTION VI.

Site Plan shall be submitted with the application. The plan shall show existing and proposed structures, drive-ways, parking areas, and roadways, existing and proposed grading. Additional information shall be furnished upon request of the Zoning Administrator.

SECTION VII.

CONSTRUCTION SCHEDULE

no construction

BEGINNING DATE: _____ END DATE: _____

SECTION VIII.

SIGNATURE OF OWNER

[Handwritten Signature]

DATE

2/22/24

SIGNATURE OF APPLICANT

[Handwritten Signature]

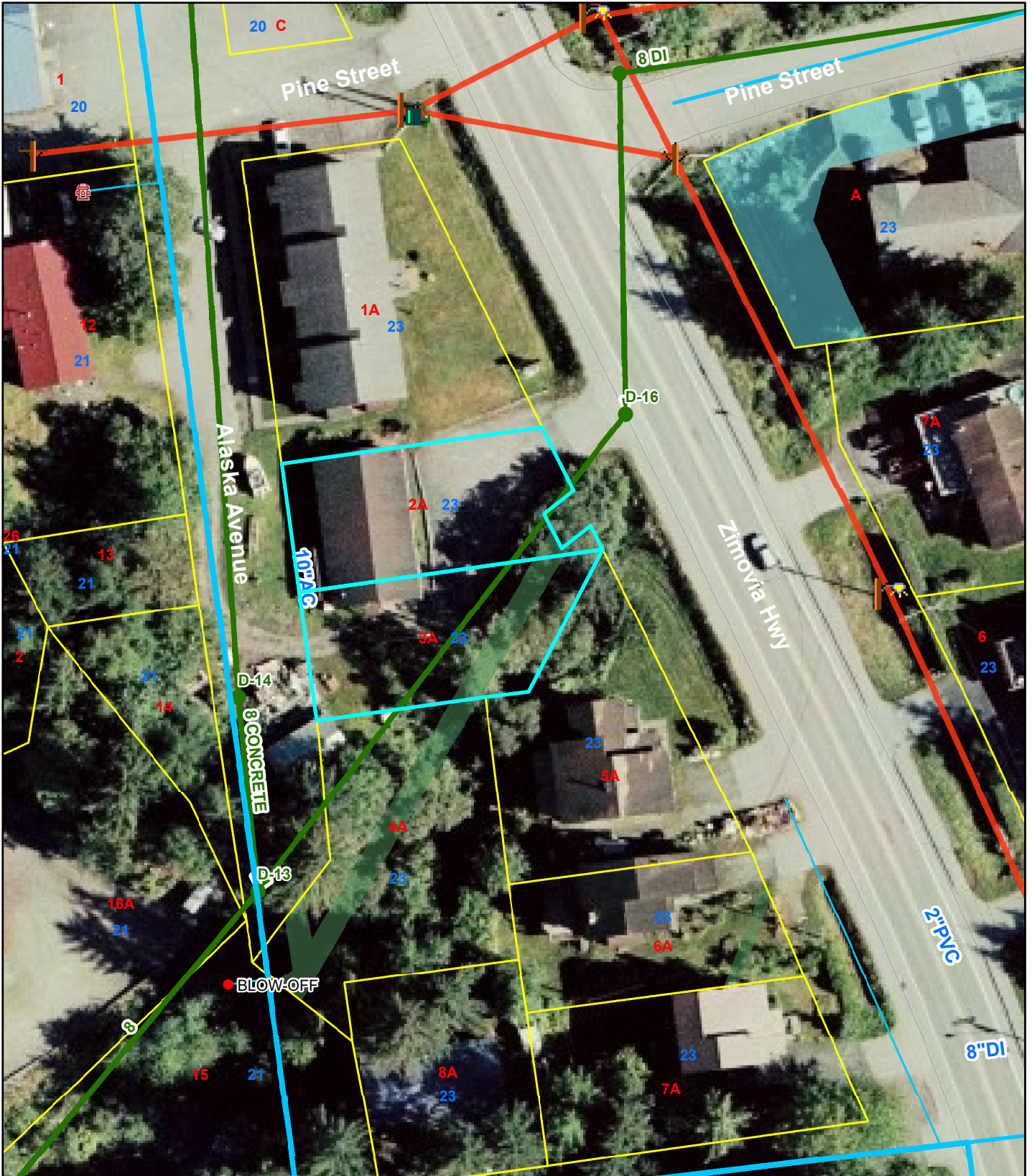
DATE

2/22/24

If more than one owner or if more than one parcel is involved, attach all signatures on a separate piece of paper identifying which parcels are owned by which persons. Written authorization of the property owner must be submitted with this application if the applicant is other than the owner

CITY AND BOROUGH OF WRANGELL, ALASKA

Item a.



1 inch = 53.184229 feet
Date: 2/26/2024

Public Map



**DISCLAIMER: THESE MAPS ARE FOR PLANNING PURPOSES ONLY.
PROPERTY LINES ARE APPROXIMATE. AERIAL 2002.**

City and Borough of Wrangell, Alaska
Planning and Zoning Commission
Regular Meeting March 14th, 2024
Staff Report

Agenda Item: New Business, 8B

From: Kate Thomas, Economic Development Director

Subject: Final plat review of the Pavlina-Villarma Replat, a replat of a portion of Lots 12 and 13, Block 12, within the Wrangell Townsite, according to USS1119 and a portion of Lot 14, Block 12 within Wrangell Townsite according to Plat 86-5 creating Lots 12A and 13A, zoned Single Family Residential, owned and requested by Dennis Pavlina and Carmen Villarma.

Review: Applicants are proposing a lot line adjustment between two properties, creating Lots 12A and 13A. This is the final plat. The Planning and Zoning Commission approved the preliminary plat with no conditions on February 15th, 2024.

Recommendation: Staff recommends approval of the final plat of the Pavlina-Villarma Replat.

Motion: Move to approve the final plat for the Pavlina-Villarma Replat as presented, owned, and requested by Dennis Pavlina and Carmen Villarma.

Review criteria:

Chapter 19: Subdivisions
 Chapter 20: Standards

Attachments:

1. Final plat, 2. Aerial Map of Property

Findings of Fact:

The minimum lot size for lots zoned Single Family Residential is 5,000 square feet (WMC 20.52.090). The applicant is proposing to adjust the lot line between a portion of lots 13 and 14, creating two new lots 13A and 12A. As per the application, this replat addresses a settlement between Lots 13 and 14. Both lots are greater than the minimum lot size.

CITY AND BOROUGH OF WRANGELL, ALASKA

Item b.



1 inch = 106.368459 feet
Date: 1/26/2024

Public Map



**DISCLAIMER: THESE MAPS ARE FOR PLANNING PURPOSES ONLY.
PROPERTY LINES ARE APPROXIMATE. AERIAL 2002.**

City and Borough of Wrangell, Alaska
Planning and Zoning Commission
Regular Meeting March 14th, 2024
Staff Report

Agenda Item: New Business, Item 8C

From: Kate Thomas, Economic Development Director

Subject: Request from Mr. Wayne Johnson to purchase Borough-owned real property identified as Lot A, Block 54, of the W.M.C replat subdivision, zoned Open-Space Public according to Plat 2018-6.

Background:

The City and Borough of Wrangell (Borough) own the former Wrangell Medical Center (WMC) and surrounding property. The facility has been vacant since 2020, following the takeover and subsequent service relocation by the Southeast Alaska Regional Health Consortium (SEARHC). Since the vacancy, the Borough has been eager to identify a potential buyer or industry investor to repurpose the facility. To date, the Borough has allocated labor resources and funding to cover the utilities and maintenance expenses for the facility. The cost burden of these expenses is estimated to be upwards of \$100,000 annually.

In 2022, the Borough solicited consultation services to conduct an appraisal of the Wrangell Medical Center facility and land, through Reliant, LLC. As per the Appraisal Report dated March 26, 2022, the final market value is estimated at \$830,000. Further, the report states “After careful consideration, based on analysis of the data presented previously as well as data contained within the appraiser’s work file the market value of the subject (land) is estimated at \$5.50/sq ft.” This calculation is regarding the land value, which is estimated at \$467,434 (rounded to 470k). In summary, the depreciated building value is \$418,112 plus the land value at \$470,000 resulting in a total market value estimate of \$890,000. The final market value is \$830,000.

In January 2023 after receiving a notice of interest, the City and Borough of Wrangell (Borough) requested that Jim Freeman and Kevin Jones (proposal party) present their conceptual plans to the Economic Development Board and Planning and Zoning Commission for feedback, concerns, questions, and ideas. The development plans from the proposing party did not come to fruition. Shortly thereafter the Borough solicited proposals for real estate broker services. A six-month Professional Services Agreement (PSA) was executed between the Borough and Anchor Property commencing on June 30, 2023, with a sunset date of December 30, 2023. Anchor Properties' purpose was to assist with the marketing and sale of the property. During the term of the PSA, two notices of interest did not transpire into a sale.

Towards the end of the service agreement, the Borough was notified of an interested buyer, Mr. Wayne Johnson, who sought to work directly with the Borough. From that point, initial discussions between the Borough Manager, Mason Villarma, and Mr. Johnson evolved into a negotiation of the sale. The Borough has an interest in seeing the facility repurposed for the good of the community. Mr. Wayne Johnson states that he intends to demolish the building and construct a new multi-unit development to increase housing opportunities in Wrangell. Given the nature of liability and the complexities of the Borough maintaining ownership through the demolition, the resulting sale agreement reflects only the seller-to-buyer terms. It does not include a reference to any terms and conditions for demolition or development.

The current purchase agreement lists a sale price of \$200,000. The buyer’s agreement and obligation to complete this purchase as outlined in the agreement is contingent upon the seller and buyer reaching a mutually agreeable understanding on the six adjacent properties (lots) that the buyer has requested to purchase in addition to the former Wrangell Medical Center property. The planning and zoning commission reviewed

and approved a recommendation to the Borough Assembly to sell the six adjacent lots under the condition that the sale agreement for the old hospital is signed and executed. Once the mutually agreeable understanding is reached, it shall be evidenced in writing signed by both parties and included in the final sale agreement. The buyer shall pay all document recording charges, cost of title insurance, and costs associated with the municipal code in the sale of the property including publishing notices and recording fees. Additionally, the buyer shall cover all costs associated with any financing the buyer may obtain, expenses related to buyer due diligence investigations, and legal and professional service fees retained by the buyer.

The buyer acknowledges that they will be responsible for the payment of property taxes for the property under the Wrangell Municipal Code and Alaska statutes. If the buyer contends that the property is exempt from property taxes, the buyer agrees to make a payment instead of taxes (PILT) commensurate to the assessed value of the land and improvements. Properties located in Wrangell are assessed by an assessor each year. The property's current assessment value is \$170,000 with a mill rate of 9.75. The property is currently exempt from taxes as it is owned by the Borough. As soon as the property transfers to private ownership, it is assumed it will be assessed and taxed commensurate with the other properties in the Borough.

When Borough-owned property or tidelands are sold for less than fair market value, it is often under the notion that there is an economic benefit to the community and/or that the sale is in the best interest of the Borough. In determining the best interests of the Borough, the economic development board and Assembly may consider any relevant factors. While there is a prospective housing development that Mr. Johnson ventures to accomplish, the current proposal solely reflects the purchase and sale agreement for the former Wrangell Medical Center for \$200,000 (along with the six adjacent lots) subject to the terms and conditions summarized above. It is the interest of the Borough to sell the property as conveyed in the property's real estate listing and marketed sale which was at the direction of the Assembly.

Immediate benefits to the Borough include a reduction in annual utility and maintenance costs, as well as recuperation of lost labor that has been allocated to the facility's needs since its vacancy. Also, a sale to a private party constitutes an assessment to determine land values for property taxes to be paid by the new owner. Moreover, the sale of the property limits the planning and development burden assumed by the Borough as it would be responsible for continued outreach to source a buyer or new industry to repurpose the facility, all while incurring the maintenance and labor expenses to keep the facility in a state of good repair.

As Mr. Johnson proceeds with his plan to demolish the building with the intent to build additional housing units on the property the benefit increases. The housing crisis known nationally affects Alaska, the region, and Wrangell specifically. It would be a significant economic benefit to the community if additional housing were to become available for purchase, which may open other housing options for residents or attract new residents. Retention of existing and attraction of new residents is an area of continued focus for the Borough.

The Borough Manager and Attorney developed, reviewed, and finalized the purchase agreement to be in the best interest of the Borough. Mr. Johnson signed the purchase agreement as an acknowledgment of the terms and conditions. Before the agreement may be executed and the transactions contemplated in the agreement may be consummated, the Assembly must formally approve the transaction per the Wrangell Municipal Code and Alaska law. A review by the Economic Development Board and Planning and Zoning Commission is the first step in the review process. On March 5th, 2024, the Economic Development Board approved a recommendation to sell the Wrangell Medical Center property to Mr. Wayne Johnson.

Following the approval and execution of the sale agreement, the Borough will transfer ownership of the property to Mr. Johnson. As Mr. Johnson proceeds with his plans to develop the property construction shall adhere to all local, state, and federal requirements and regulations. All proposed and nonresidential developments and residential uses in excess of four dwelling units must submit a site plan to the borough zoning administrator for review and approval in accordance with the standards set forth in the Wrangell Municipal Code.

Review Criteria:

Chapter 16.12: Disposition of Public Lands and Tidelands
Chapter 20.58: Site Plan Submission Requirements

Attachments:

1.) Plat 2018-6, 2.) Aerial Map

Recommendation:

Staff recommend that the Planning and Zoning Commission approve a recommendation to the Borough Assembly to approve the sale of the Wrangell Medical Center (old hospital) for \$200,000.

Recommended Motion:

Move to recommend Borough Assembly to approve the sale of the Wrangell Medical Center (old hospital) identified as Lot A, Block 54, of the W.M.C replat subdivision, zoned Open-Space Public according to Plat 2018-6.

CITY AND BOROUGH OF WRANGELL, ALASKA

Item c.



Public Map



1 inch = 106.368459 feet
Date: 2/26/2024

**DISCLAIMER: THESE MAPS ARE FOR PLANNING PURPOSES ONLY.
PROPERTY LINES ARE APPROXIMATE. AERIAL 2002.**

CERTIFICATE OF OWNERSHIP AND DEDICATION

WE HEREBY CERTIFY THAT WE ARE THE LESSEES OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH OUR FREE CONSENT AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE 10-9-18 [Signature]
MAYOR, CITY AND BOROUGH OF WRANGELL

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL 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 10-9-18 [Signature]
MAYOR, CITY AND BOROUGH OF WRANGELL
ATTEST: [Signature]
CITY CLERK

**CERTIFICATE STATE OF ALASKA
(FIRST JUDICIAL DISTRICT)ss**

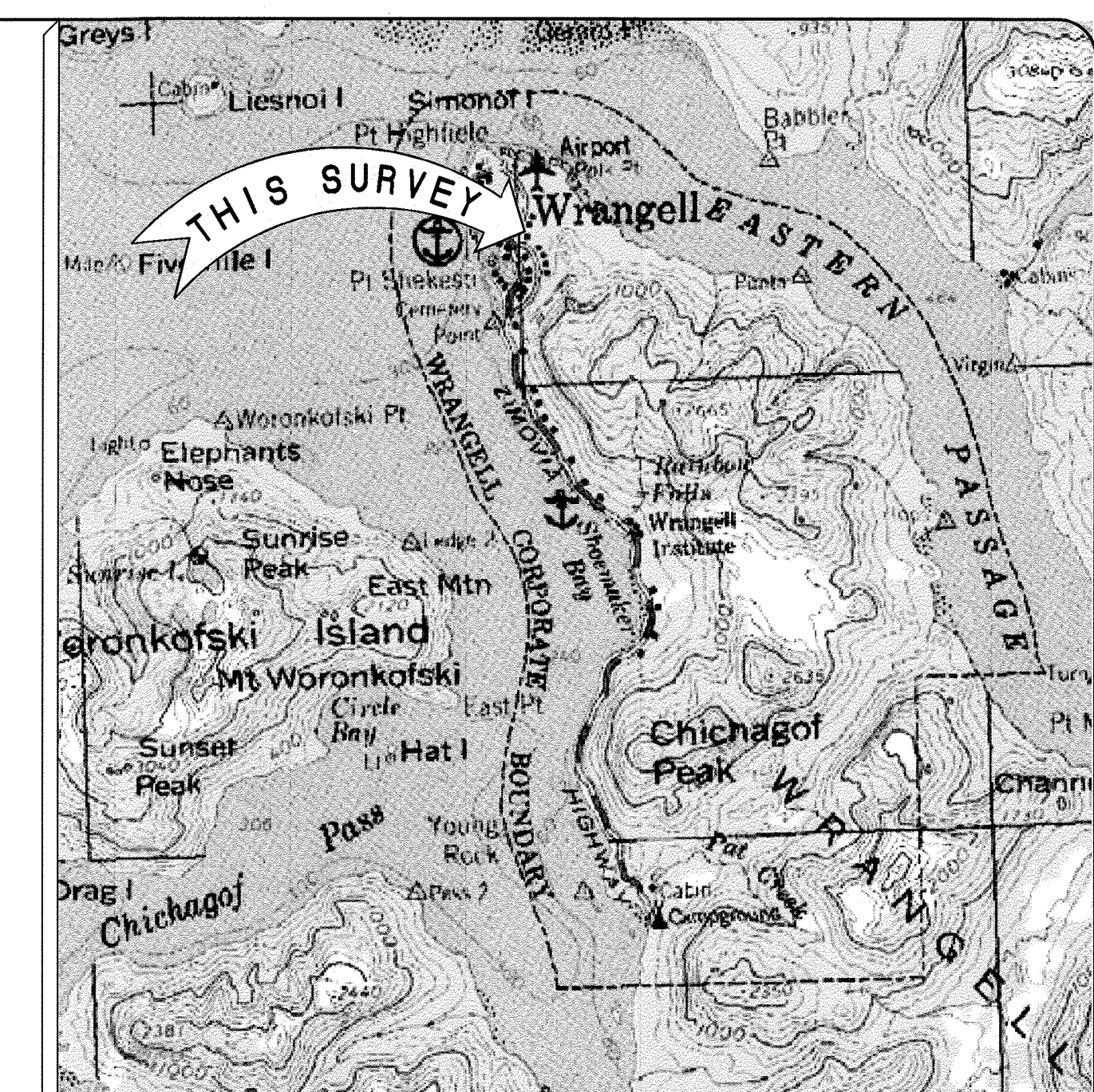
I THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND AN ACTING ASSESSOR FOR THE CITY AND BOROUGH OF WRANGELL, HEREBY CERTIFY, THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY AND BOROUGH OF WRANGELL, IN THE NAME OF City of Borough of Wrangell

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 2018 WILL BE DUE ON OR BEFORE OCTOBER 15, 2018 DATED THIS 9th DAY OF October 2018
[Signature]
ASSESSOR CITY AND BOROUGH OF WRANGELL

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF WRANGELL PLANNING COMMISSION, AND THAT SAID PLAT HAS BEEN APPROVED BY THE COMMISSION BY PLAT RESOLUTION NO. _____ DATED October 3 2018, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, WRANGELL, ALASKA.

DATE 10-3-18 [Signature] CHAIRMAN, PLANNING COMMISSION
[Signature] SECRETARY



VICINITY MAP:
SCALE: NOT TO SCALE

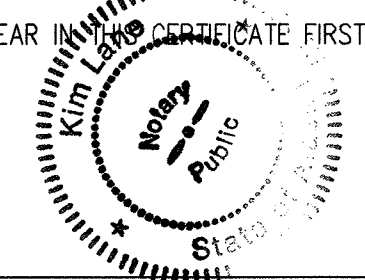
NOTARY'S ACKNOWLEDGMENT

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

THIS IS TO CERTIFY THAT ON THIS 9th DAY OF October 2018 BEFORE ME, THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED Mayor Steve Prystupa 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 I HAVE SPECIFICALLY SET FORTH HEREIN WRITTEN.

[Signature]
NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA
MY COMMISSION EXPIRES 7-27-21



PLAT NOTES

1. THE PURPOSE OF THIS SURVEY IS TO COMBINE LOTS 1 & 10, BLOCK 54, WRANGELL TOWNSITE, ACCORDING TO PLAT NO. 68-81; AND TRACT "B", SUPPLEMENTAL PLAT OF WRANGELL TOWNSITE, USS 1119, ACCORDING TO PLAT 68-129; AND A PORTION OF LOT 1, LOT 2, LOT 9, AND PORTION OF LOT 10, BLOCK 54, TOWNSITE OF WRANGELL, ALASKA, USS 1119, WRANGELL RECORDING DISTRICT, FIRST JUDICIAL DISTRICT, STATE OF ALASKA. CREATING LOT A, BLOCK 54, W.M.C. REPLAT, WRANGELL RECORDING DISTRICT, FIRST JUDICIAL DISTRICT, STATE OF ALASKA.
2. THIS PLAT WILL VACATE A PORTION OF A 10' WIDE ALLEYWAY ALONG WITH A PORTION OF A 30' WIDE SCENIC STRIP.
3. REFERENCE THE FOLLOWING WITHIN THE WRANGELL RECORDING DISTRICT:
PLAT 68-129 (SUPPLEMENTAL PLAT OF WRANGELL TOWNSITE)
PLAT 68-81 (SUBD. OF BLOCK 54, WRANGELL TOWNSITE)
PLAT 82-1 (USS 1119)
PLAT 39-30
PLAT 39-31
DEPARTMENT OF HIGHWAYS PROJECT NO. S-0943 (9)
DEED 69-340 (BOOK 17, PAGE 69 - 70)
DEED 72-71 (BOOK 17, PAGE 453)
DEED 69-341 (BOOK 17, PAGE 72 - 73)
ALASKA D.O.T. ENCROACHMENT PERMIT NO. WRG-18-001
4. REFERENCE FIRST AMERICAN TITLE INSURANCE COMPANY CERTIFICATE TO PLAT FILE NO. 32421.
5. ALL BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARING AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL GROUND DISTANCES.
6. THE ERROR OF CLOSURE DOES NOT EXCEED 1:5000.

OWNERSHIP STATUS

1. LOT 1 (CITY OF WRANGELL)
2. LOT 10 (CITY OF WRANGELL)
3. TRACT "B" (CITY OF WRANGELL)
4. PORTION OF LOT 1 (CITY OF WRANGELL)
5. LOT 2 (CITY OF WRANGELL)
6. PORTION OF LOT 10 (CITY OF WRANGELL)
7. LOT 9 (CITY OF WRANGELL)

PROPOSED OWNERSHIP

1. LOT A (CITY & BOROUGH OF WRANGELL)

PREVIOUS LOT AREAS

1. LOT 1 (9,848 SQ. FT)(0.23 ACRES)
2. LOT 10 (11,200 SQ. FT)(0.26 ACRES)
3. TRACT "B" (10,577 SQ. FT)(0.24 ACRES)
4. PORTION OF LOT 1 (10,606 SQ. FT)(0.24 ACRES)
5. LOT 2 (17,000 SQ. FT)(0.39 ACRES)
6. PORTION OF LOT 10 (12,379 SQ. FT)(0.28 ACRES)
7. LOT 9 (17,000 SQ. FT)(0.39 ACRES)

NEW LOT AREAS

1. LOT A (84,988 SQ. FT)(1.95 ACRES)

SCALE 1"=30'

THIS DRAWING MAY BE REDUCED, VERIFY SCALE BEFORE USING
0 15 30 60 90 120 FEET
0 3 6 9 12 15 30 36 METERS
1 METER = 3.2808333 U.S. SURVEY FEET
1 U.S. ACRE = 0.4047 HECTARES

LEGEND

- HIGHWAY CENTERLINE BRASS CAP RECOVERED THIS SURVEY
- 5/8 REBAR 30" LONG WITH 2" ALUM CAP WITH PLASTIC INSERT SET THIS SURVEY
- SECONDARY MONUMENT FOUND THIS SURVEY
- (88.09) DATA OF RECORD
- 88.09 DATA MEASURED OR COMPUTED
- PREVIOUS PROPERTY LINE

2018-6
Plat #
Wrangell
Rec Dist
Date 10-12 2018
Time 10:05 AM

WRANGELL RECORDING DISTRICT

Revisions	
No.	Description

R&M ENGINEERING-KETCHIKAN, INC. Phone: (907) 225-7917
7180 REVILLA ROAD Fax: (907) 225-3441
Ketchikan, AK 99901

WRANGELL OFFICE Phone: (907) 305-0820
P.O. BOX 701
WRANGELL, AK 99929

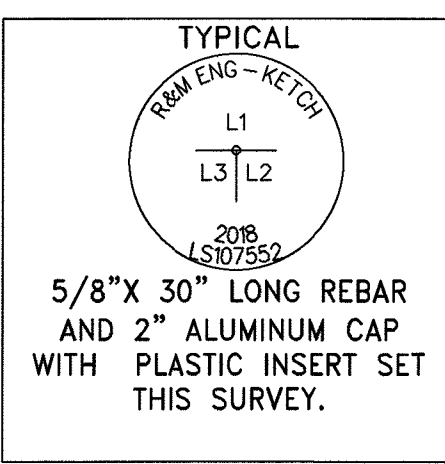
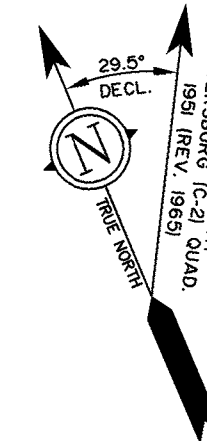
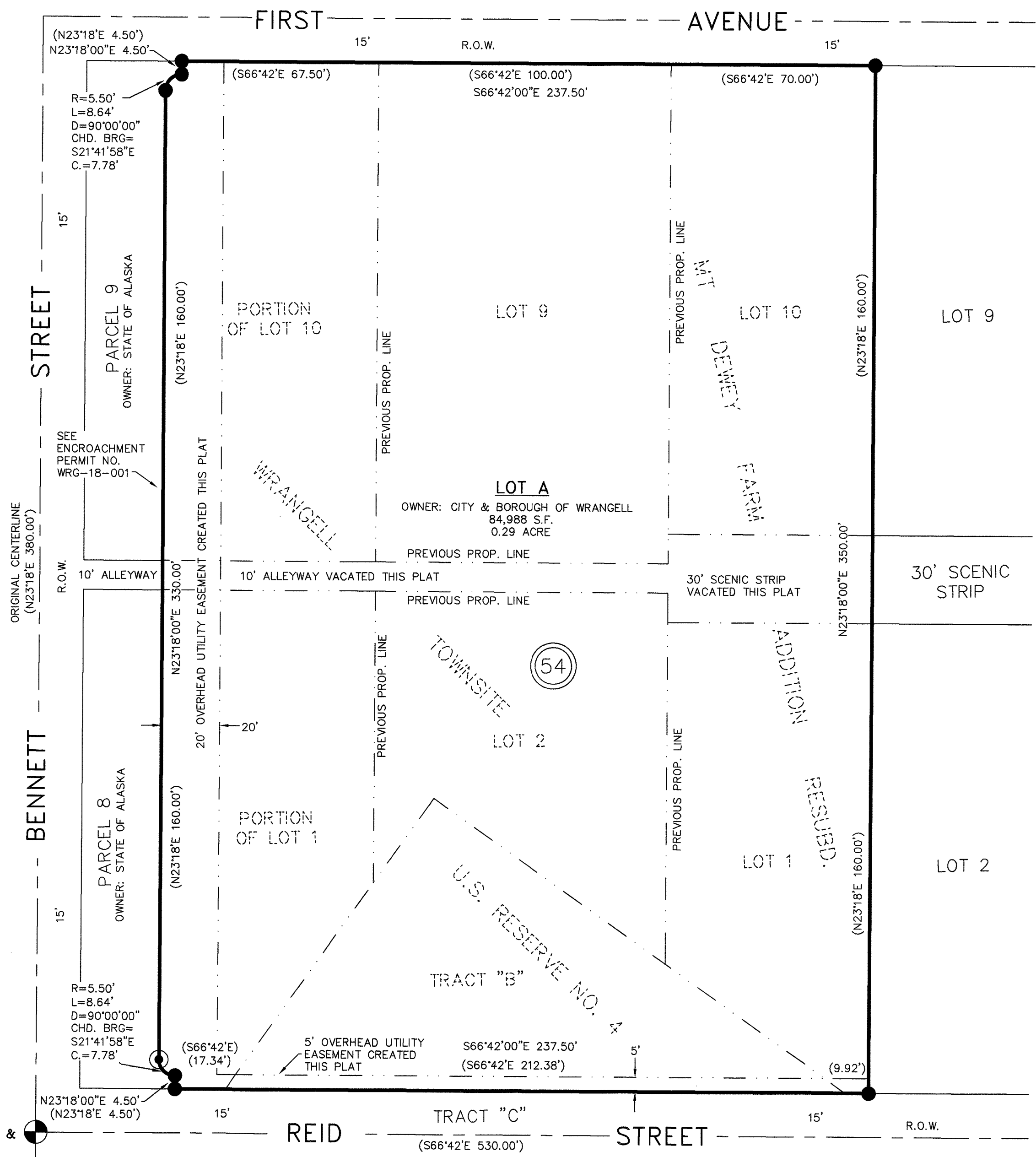
CERTIFICATE OF AUTHORIZATION #: C576
PROJECT: **W.M.C. REPLAT**

THE REPLAT OF LOTS 1 & 10, BLOCK 54, WRANGELL TOWNSITE, ACCORDING TO PLAT NO. 68-81; AND TRACT "B", SUPPLEMENTAL PLAT OF WRANGELL TOWNSITE, USS 1119, ACCORDING TO PLAT 68-129; AND A PORTION OF LOT 1, LOT 2, LOT 9, AND PORTION OF LOT 10, BLOCK 54, TOWNSITE OF WRANGELL, ALASKA, USS 1119, WRANGELL RECORDING DISTRICT, FIRST JUDICIAL DISTRICT, STATE OF ALASKA. CREATING LOT A, BLOCK 54, W.M.C. REPLAT, WRANGELL RECORDING DISTRICT, FIRST JUDICIAL DISTRICT, STATE OF ALASKA.

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN 2018 A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.

DATE 9/28/2018 [Signature]
CHRISTOPHER G. PIBURN LS 107552



CLIENT: CITY & BOROUGH OF WRANGELL
P.O. BOX 541
WRANGELL, ALASKA 99929

DRAWN BY: MCH
CHECKED BY: CCP
DATE PLATTED: SEPTEMBER, 2018
DATE SURVEYED: AUGUST, 2018
SCALE: 1"=30'
SURVEYED BY: MCH
PROJ NO.: 182757

OLD S.I. BENNETT & CHURCH ST.

City and Borough of Wrangell, Alaska
Planning and Zoning Commission
Regular Meeting March 14th, 2024
Staff Report

Agenda Item: New Business, Item 8D

From: Kate Thomas, Economic Development Director

Subject: Request from Mr. Jon Campbell to lease Borough-owned tidelands identified as Lot 5, Block 7A, of the Wrangell Townsite, zoned Waterfront Development.

Background:

Mr. Jon Campbell has occupied his float house located within Lot 5, Block 7A for approximately forty (40) years without official authorization. More recently, when a derelict float house partially sank in the harbor it caused unnecessary risk and liability to the Borough. In this case, affiliates of the sunken float house took responsibility for the cleanup with assistance from the Borough. Following the incident the Port & Harbor identified other structures and vessels of concern, specifically Mr. Campbell's float house. At that time, it became known that Mr. Campbell did not own, nor did he have a lease for the tidelands his float house is placed upon. With the intent to mitigate any further liability and to ensure that Tidelands leases are administered equitably the Borough issued a letter instructing Mr. Campbell to vacate the property.

The City and Borough of Wrangell have regulations for the management of public lands. As per section [16.08.010](#) of the municipal code, the regulation intends to ensure equitable leasing of borough-owned tidelands in such a manner as will encourage development for its highest and best use in the borough. Lease applications are initiated by a notice of interest to the Borough Clerk. Along with the application, a development plan is required. The letter outlining Mr. Campbell's request does not detail any planned improvements to the property. The primary purpose is to moor his float house on the property.

Recently, the City and Borough of Wrangell applied for grant funding to improve the Wrangell Harbor Basin including the inner harbor float system which is adjacent to the property requested for lease. Although the impacts of the project on the property are not explicitly known at this time, it is possible that based on the scope of work this property will be utilized for staging fill and may be impacted by dredging in the harbor. The construction for harbor improvements will not take place for several years.

Review Criteria:

Chapter 16: Public Lands

Attachments:

1.) Letter of Interest, 2.) Image of float house current location, 3.) Aerial Map

Recommendation:

Staff does not recommend approval of the request to lease Borough-owned tidelands by Jon Campbell. Alternatively, if the Commission wishes to approve the recommendation to approve the lease, staff recommend that conditions limit the lease term not to exceed five years with no options to renew. This would allow Mr. Campbell ample time to find an alternative living solution.

Recommended Motion:

Move to recommend approval of a request from Mr. Jon Campbell to lease Borough-owned tidelands identified as Lot 5, Block 7A, of the Wrangell Townsite, zoned Waterfront Development with the following conditions:

1. If the property is affected by any marine service center, port, and/or harbor developments the lease shall effectively be terminated; and,
2. The lease for Lot 5, Block 7A terms shall not exceed five (5) years; and,
3. Either party shall have the right to terminate this lease upon providing written notice of the intent to terminate sixty (60) days before the date of termination.

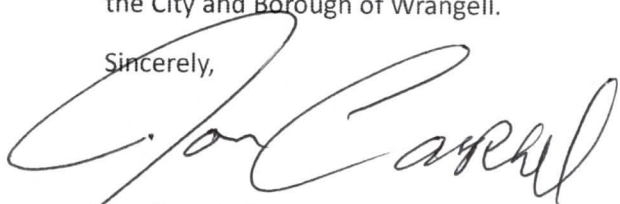
2/23/2024

To whom it may concern:

I, Jon Campbell, would like to request to lease a portion of tideland parcel 02-023-208, Block 7A, Lot 5, specifically a 50' by 50' portion of the said lot for the purpose of mooring my float house and using it as my primary residence. I would also request that the term of the lease be set a maximum of 21-years in conformance with the Wrangell Municipal Code.

I have kept my float house on this lot for over 40 years and I am making this request at the direction of the City and Borough of Wrangell.

Sincerely,

A handwritten signature in black ink, appearing to read "Jon Campbell". The signature is fluid and cursive, with a large loop at the beginning and a long tail extending to the right.

Jon Campbell
Wrangell Resident
PO Box 1767

305-0855

Item d.

Dave Miller Shop



City Property



Cambell float house



CITY AND BOROUGH OF WRANGELL, ALASKA

Item d.



1 inch = 35.456153 feet
Scale: 1/26/2024

Public Map



**DISCLAIMER: THESE MAPS ARE FOR PLANNING PURPOSES ONLY.
PROPERTY LINES ARE APPROXIMATE. AERIAL 2002.**

City and Borough of Wrangell, Alaska
Planning and Zoning Commission
Regular Meeting March 14th, 2024
Staff Report

Agenda Item: New Business, Item 8E

From: Kate Thomas, Economic Development Director

Subject: Request from Channel Construction to lease Borough-owned tidelands identified as Lot 7, of the USS 3534 subdivision, zoned Waterfront Development according to Plat 29-20; Lot USS3000, zoned Waterfront Development according to Plat 29-20; and a portion of Lot PSS, of the USS3534 subdivision, zoned Waterfront Development according to Plat 29-20.

Background:

Channel Construction, Inc. (CCI) established a short-term agreement with the City and Borough of Wrangell (CBW) on February 7, 2023, to lease a two-acre portion of the Six-Mile-Deep Water Port (formerly known as the Mill Property) to store scrap metal and later transport those materials to another location for processing. There was one amendment to the lease that was finalized on May 23, 2023, to allow CCI to process and recycle barges on the leased premises. The lease terms are currently on a month-to-month basis.

Currently, Channel Construction is proposing to lease Lots 7 and USS3000 for five to ten years, increasing the current area from two acres to six acres. As per the proposal, the expanded area would be utilized as a storage location for equipment. If the CBW agrees to lease the additional land to CCI, they will invest at its expense in improvements to the property including the construction of two 80'x40' shop buildings, improving the highway access with crushed aggregate, improving the barge landing, and expanding the rock fill. Channel would acquire an Army Corp permit, at its own expense.

Additionally, Channel Construction is proposing a short-term lease on a portion (approximately one acre) of Lot PSS, for a minimum of one year with an option to renew for an additional year. CCI would like to make light improvements to the existing buildings to make them suitable for use until they complete the construction of the shop building referenced above.

While the City and Borough of Wrangell acquired the land for development and relocation of barge services it does not have immediate development plans for the property that would interfere or conflict with the scope of work conducted by Channel Construction. Although, the CBW is administering a Port Infrastructure Development Program (PIDP) grant noticed in 2023 for planning activities including a property survey, phase ii environmental analysis, environmental risk assessment, and permitting needs, preliminary engineering assessment of property bulkhead, preliminary engineering assessment of utility extension requirements, and a feasibility study update. To that end, the CBW may conduct planning activities on the property as identified by the PIDP grant program scope of work. Lessees of the property will be advised of any work conducted on the leased premises or surrounding area as scheduled.

Channel Construction has been a productive tenant of the property to date. The CBW administrative and planning team wishes to maintain leases that are productive for the land and provide value to the community and economy.

Review Criteria:

Chapter 16: Public Lands

Attachments:

1.) Letter of Interest, 2.) Property Map (included with the letter of interest), 3.) Aerial Map 4.) Plat 29-20

Recommendation:

Staff recommend that the Planning and Zoning Commission approve a recommendation to the Borough Assembly to approve leasing land to Channel Construction at the Six-Mile-Deep Water Port formerly known as the Mill Property.

Recommended Motion:

Move to recommend approval of Channel Construction's request to lease Borough-owned tidelands identified as Lot 7, of the USS 3534 subdivision, zoned Waterfront Development according to Plat 29-20; Lot USS3000, zoned Waterfront Development according to Plat 29-20; and a portion of Lot PSS, of the USS3534 subdivision, zoned Waterfront Development according to Plat 29-20 with the following conditions:

1. The lease does not interfere with planning activities of the PIDP grant program; and,
2. The lease for Lot 7 of the USS3534 subdivision and Lot USS3000 has an initial five-year (5) term, providing the lessee with three (3) options to renew, with a maximum total term of twenty (20) years; and,
3. The lease for Lot PSS has an initial one-year term, providing the lessee with an option to renew for an additional year; and,
4. Provided either party shall have the right to terminate this lease upon providing written notice of the intent to terminate sixty (60) days before the date of termination.



Wrangell Sawmill Lease Proposal

Proposal 1:

Channel proposes a 5 to 10-year lease on the Southern end of property as shown on the map to add to its current lease at the sawmill property, increasing the area from 2 acres to approximately 6 acres. This additional area would mainly be utilized as a storage location for equipment. If the Borough agrees to allow Channel to operate on this part of the property, Channel will invest at its own expense in improvements to this part of the property, including the following:

- Construction of two 80'x40' shop buildings
- Improving the highway access with crushed aggregate
- Improving the barge landing and expanding the rock fill. Channel would acquire a CoE permit, at its own expense.

As part of this proposal, Channel would request permission from the City and Borough of Wrangell to make these improvements and prior to this work occurring, an estimate would be submitted for its costs. Channel would ask that these improvements are credited towards a potential lease payment.

Proposal 2:

Channel proposes a short-term lease of the current shop building shown on the map along with additional space around the shop totaling approximately one acre for a minimum of one year, with an option to renew for a second year. Channel would make light improvements to the building to make it suitable for its use until a new shop building is constructed on the Southern side of the property. This shop building would be used as a temporary parts storage area and workspace for repairs to construction equipment.



Respectfully,

A handwritten signature in black ink, appearing to be "M. J. [unclear]", written in a cursive style.

CCI / TL Shop

Write a description for your map.

Legend

-  Long Term Shop, Equipment Storage and Item e. g
-  Short Term Shop Area



CITY AND BOROUGH OF WRANGELL, ALASKA

Item e.



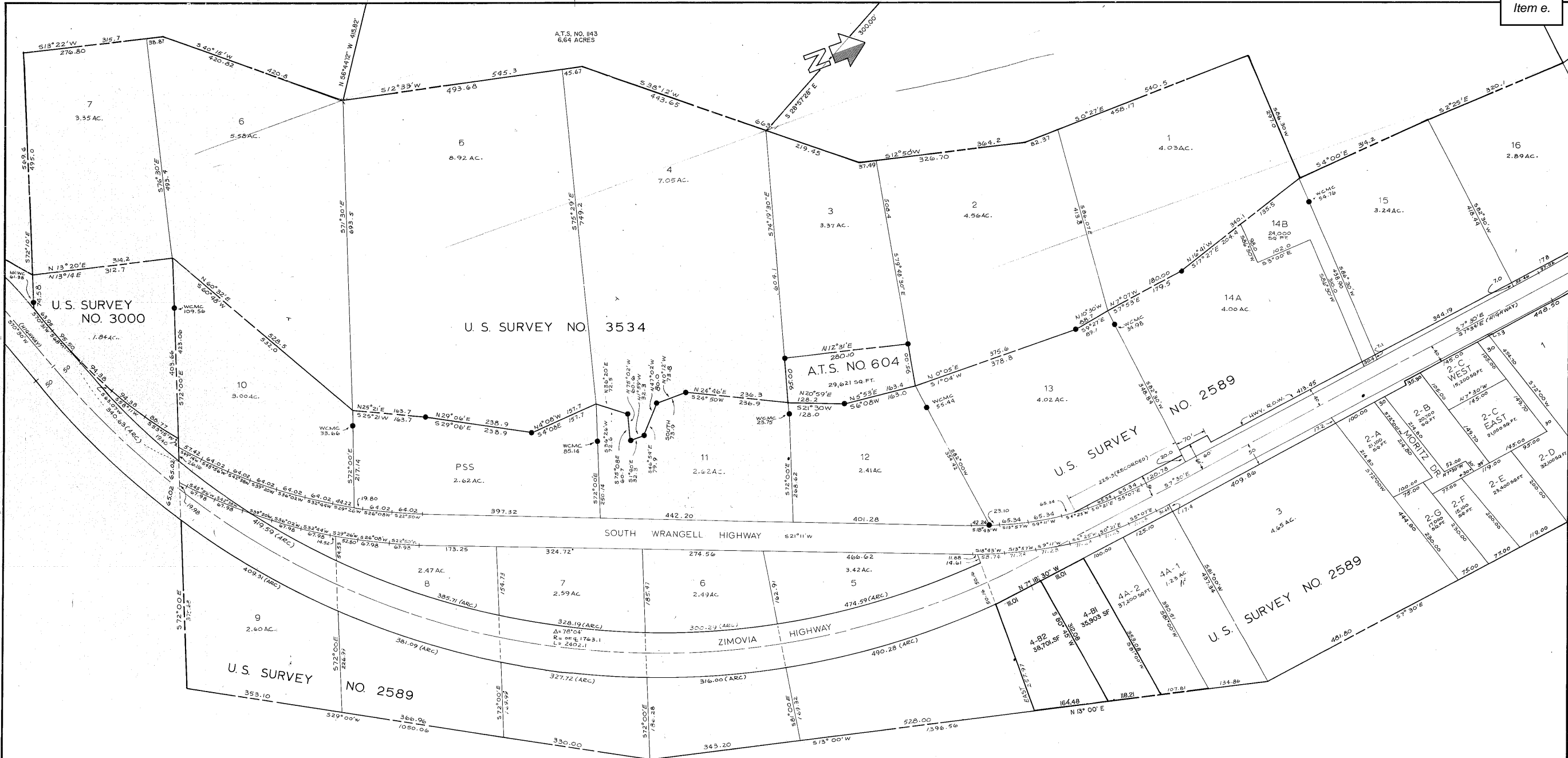
Public Map

1 inch = 443.201911 feet
Date: 3/8/2024

30

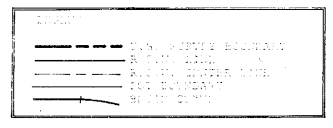


DISCLAIMER: THESE MAPS ARE FOR PLANNING PURPOSES ONLY. PROPERTY LINES ARE APPROXIMATE. AERIAL 2002.



U. S. SURVEY 3709
 LOT 3
 591.30 ACRES

PLAT REVISIONS					
NO.	DATE	BY	PLAT NO.	SUBDIVISION NAME	COMMENTS
1	MAR. 1991	JM	83-6	SUBDIVISION U.S.S. 2589 LOT 4B	
2	JUN. 1991	JM	80-10	A.T.S. NO. 1143 WITHIN PROT. SEC. 20 T63S, R84E, C.R.M.	
3	JUN. 1991	JM	83-13	A.T.S. NO. 1249 WITHIN PROT. SEC. 17 & 20 T63S, R84E C.R.M.	



NO.	DATE	BY	REVISIONS

CHARLES POOL & ASSOCIATES
 CONSULTING ENGINEERS & SURVEYORS
 BOX 2609, KETCHIKAN, ALASKA 99901

TONGASS NATIONAL FOREST