



City and Borough of Wrangell
Planning and Zoning Commission
AGENDA

Thursday, September 08, 2022
6:00 PM

Location: Borough Assembly Chambers
City Hall

PZ Meeting 9-8-22
6:00 PM

A. CALL TO ORDER / ROLL CALL

B. AMENDMENTS TO THE AGENDA

C. CONFLICTS OF INTEREST

D. APPROVAL OF MINUTES

1. Approval of the minutes of the regular meeting of July 14, 2022 and special meeting of August 2, 2022.

E. PERSONS TO BE HEARD

F. CORRESPONDENCE

G. NEW BUSINESS

1. Final Plat Approval of the GPV Replat, a replat of Lot 11, a portion of Lot 12, Lot 13, and a portion of Lot 14, within Block 84, Wrangell Townsite, according to US Survey 1815, creating Lot A and Lot B, GPV Replat, zoned Waterfront Development, requested by Micony, LLC and owned by ALANNCO, LLC
2. (PH) Variance permit application request for a reduction in the front yard setback requirements for a carport on Lot 8, Block A, Dewey Heights Resubdivision (Plat No. 69-218), zoned Single Family Residential, owned by Eddie and Martha Hilburn
3. (PH) Conditional use permit application request for a Behavioral Health private practice counseling service on Lot 5B, Block 26, Wrangell Townsite, zoned Multi-family Residential, requested by Kimmie Smith, owned by Bert McCay.
4. Channel construction request to lease a portion of the former 6 Mile site near the barge landing area on the southern end of the property for scrap metal recycling, portions of Lot 6 and 7 USS 3534, zoned Waterfront Development, requested by Channel Construction Inc., owned by the City and Borough of Wrangell.
5. Request to purchase 3 parcels of Borough owned land, Lot 36-38, Block 13, Wrangell Townsite, located on A Street and Cassiar, zoned Single Family Residential, requested by Frank Warfel Jr., owned by the City and Borough of Wrangell.
6. (PH) Conditional Use permit application request for an animal shelter at either Lot 25, USS 3403 (across from Shoemaker Bay Harbor) and zoned Multi-Family or Lot 11A,

Block 5, USS 2127 (near the landfill) and zoned Open Space/Public, requested by St. Frances Animal Rescue

H. OLD BUSINESS

I. PUBLIC COMMENT

J. COMMISSIONERS' REPORTS AND ANNOUNCEMENTS

K. ADJOURNMENT



City and Borough of Wrangell
Planning and Zoning Commission
MINUTES

Thursday, July 14, 2022
6:00 PM

Location: Borough Assembly Chambers
City Hall

PZ Meeting 7-14-22
6:00 PM
MINUTES

A. CALL TO ORDER / ROLL CALL

Present: Apryl Hutchinson, Jillian Privett and Vice Chair Don McConachie

Absent: Alex Angerman, Chairman Terri Henson

Staff: Carol Rushmore, Robbie Marshall

B. AMENDMENTS TO THE AGENDA

C. CONFLICTS OF INTEREST

D. APPROVAL OF MINUTES

Moved by Privett to approve the minutes from the regular meetings of May 12, 2022 and June 9, 2022

Second by Hutchinson

Unanimous

E. PERSONS TO BE HEARD

F. CORRESPONDENCE

G. NEW BUSINESS

1. Final Plat review of the Henson Replat, a replat of Lot A and Lot B of the Henson/Molitor Replat (Plat No. 2008-5) creating Lot A-1 and Lot B-1, zoned Rural Residential, owned and requested by Steve and Terri Henson

Moved by Privett to approve the final plat of the Henson Replat.

Second by Hutchinson

Unanimous

2. Final Plat review of the Kuntz Replat, a subdivision and replat of Lot 2, Healthcare Subdivision III (Plat # 2018 -7) zoned Open Space/Public, owned by SEARHC and Lot 4, Block 29, USS 1119 (Plat # 73-7) zoned Single Family Residential, owned by Robert Kuntz, creating Lots 2A and 4A, Kuntz Replat

Moved by Hutchinson to approve the final plat of the Kuntz Replat

Second by Privett

Unanimous

3. Final Plat review of the Byford Replat, a subdivision and replat of a portion of Tract Y, USS 2321 (Plat 64-112) creating Lots Y-A and Y-B zoned Rural Residential 1; and Y-C zoned Light Industrial and Rural Residential, and Y-D zoned Rural Residential 1, owned by the City and Borough of Wrangell, Burrell Byford and Bob Molinek

Moved by Hutchinson to approve the final plat of the Byford Replat**Second by Privett****Unanimous**

4. A preliminary plat of the Etolin - Wrangell Subdivision, a subdivision and replat of Lot 1A, Etolin/Spruce Subdivision (Plat No. 2020-8) within Block 35, USS 1119 Wrangell Townsite creating Lots 1A-1 and 1A-2, zoned Single Family Residential, owned and requested by HaaYakaawu Financial Corporation, a subsidiary of Tlingit Haida Regional Housing Authority.

Open Public Hearing

Gary Watkins: Owner of adjacent lot. Comprehensive plan: Future growth and quality of life issue. Larger lot sizes will be valued and protected. Borough cut property into 3 pieces after development of Comp Plan. We purchased property with the intention to build. Sold house from Matsu valley. These approximate ½ acre lots appealed to us because the lack of neighbors they were going to have. This proposed subdivision creates more density, loss of scenery between lots and reduce quality of life. Paid double the appraised value. Believed lots would remain as sold.

Tyler Thompson: Nearby owner, similar position as Mr. Watkins. City rezoned from Multi family to Single Family so appearance and expectation of keeping larger lots. It does feel like it was a “switch” in the zoning allowing a subdivision.

Close Public Hearing

Moved by Privett to approve preliminary plat of the Etolin - Wrangell Subdivision, a subdivision and replat of Lot 1A, Etolin/Spruce Subdivision, creating Lots 1A-1 and 1A-2

Second by Hutchinson**Discussion**

Rushmore: When the lots were put up for sale there were no restrictions placed on the land development. Would need to meet the SFR district requirements. In the City Subdivision across Etolin, most lots are 11,000-13,000 square feet.

JP- I'd like to see it not subdivided and remain a larger lot. Reason we changed the zone to Single Family is because of the additional traffic multifamily would bring and expectation of larger lot.

AH- Agrees

DM- Agrees that subdivision should not happen.

Vote JP – No; AH – No; DM – No

5. Conditional Use permit application for Cedar House Inn, a lodge facility, on Lots 14 B&C and Lots 15 B&C, Block 83, USS 1119, zoned Light Industrial, requested by Clarissa and Josh Young, Cedar House Inn LLC, owned by Bruce and Darlene Harding

Open Public Hearing

Clarissa Young- 2-3 months ago, spoke about moving to Oregon. It's been a rough go here, with the schools, and use to a bigger place. Then, we saw Bruce and Darlene's post about the Lodge. This is something they've put their entire lives into. It's such a large facility, it scared a lot of previous buyers. We see a lot of potential with the building, but without realizing there could be a possible problem with the zoning. They've already signed a lease and put 100 plus hours into the place. We realized that parking and animals are a concern. No animals are allowed on property. No plan to disturb the neighbors in terms of overparking. We will do everything we can to make sure our neighbors aren't inconvenienced. It will be a hotel, not a B&B.

Close Public Hearing

Moved by Hutchinson to approve the findings of fact and the conditional use permit application for a short term lodging facility, Cedar House Inn LLC, subject to the following conditions:

- 1) All state and federal requirements and permits will be obtained for the operation of the facility;
- 2) Applicants will be responsible for reporting sales tax and transient tax quarterly per Wrangell Municipal Code.
- 3) Guest guidance regarding noise and access will be provided to all patrons to ensure compatibility with adjacent residential development.

Second by Privett

Unanimous

H. OLD BUSINESS

I. PUBLIC COMMENT

J. COMMISSIONERS' REPORTS AND ANNOUNCEMENTS

K. ADJOURNMENT 6:34pm



City and Borough of Wrangell
Planning and Zoning Commission
MINUTES

Item 1.

Tuesday, August 02, 2022
5:00 PM

Location: Borough Assembly Chambers
City Hall

PZ Special Meeting 8-2-2022
5:00 PM
Minutes

A. CALL TO ORDER / ROLL CALL 5:10pm

Present: Vice Mayor Don McConachie, Jillian Privett, Apryl Hutchinson

Staff present: Robbie Marshall

B. CONFLICTS OF INTEREST

C. PERSONS TO BE HEARD

D. NEW BUSINESS

1. Public Hearing for the Preliminary Plat review of the GPV Replat, a replat of Lot 11, a portion of Lot 12, Lot 13, and a portion of Lot 14, within Block 84, Wrangell Townsite, according to US Survey 1815, creating Lot A and Lot B, GPV Replat, zoned Waterfront Development, requested by Micony, LLC and owned by ALANNCO, LLC

Open Public hearing:

Close Public hearing:

Moved by Privett to approve preliminary plat of the GVP Replat, a replat of Lot 11, a portion of Lot 12, Lot 13, and a portion of Lot 14, within Block 84, Wrangell Townsite, according to US Survey 1815, creating Lot A and Lot B, GPV Replat, subject to the following condition:

- 1) **A 5 foot electrical easement is required on the property line with Peninsula Street ROW, to address any future electrical service drops.**
- 2) **The note on the plat for the existing Sewer/water easement references Note 3 when it appears it should reference Note 4.**
- 3) **Current owner is listed as Ritchie Transportation, but according to City Tax records, owner is ALANNCO, LLC, and ownership status and block should be corrected appropriately.**

Second by Hutchinson

Approved unanimous

2. Public Hearing for the Conditional Use Permit application request for a home occupation for financial and tax assistance services on Lot 6A, Block 53, Wrangell Townsite, zoned Single Family Residential, owned and requested by Kelley Decker

Open Public Hearing:

Close Public hearing:

Moved by Privett to approve the Findings of Fact and the conditional use permit as requested for an in-home office for financial and business services.

Second by Hutchinson

Approved Unanimous

E. ADJOURNMENT 5:17

City and Borough of Wrangell, Alaska

Agenda Item G1

Date: August 31, 2022

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Public Hearing for the Preliminary Plat review of the GPV Replat, a replat of Lot 11, a portion of Lot 12, Lot 13, and a portion of Lot 14, within Block 84, Wrangell Townsite, according to US Survey 1815, creating Lot A and Lot B, GPV Replat, zoned Waterfront Development, requested by Micony, LLC and owned by ALANNCO, LLC

Background: The parcels are being subdivided to be sold and developed.

The current owner ALANNCO, LLC is replatting 5 lots into two lots. All parcels are zoned Waterfront Development (WD). There is no minimum lot size in that district.

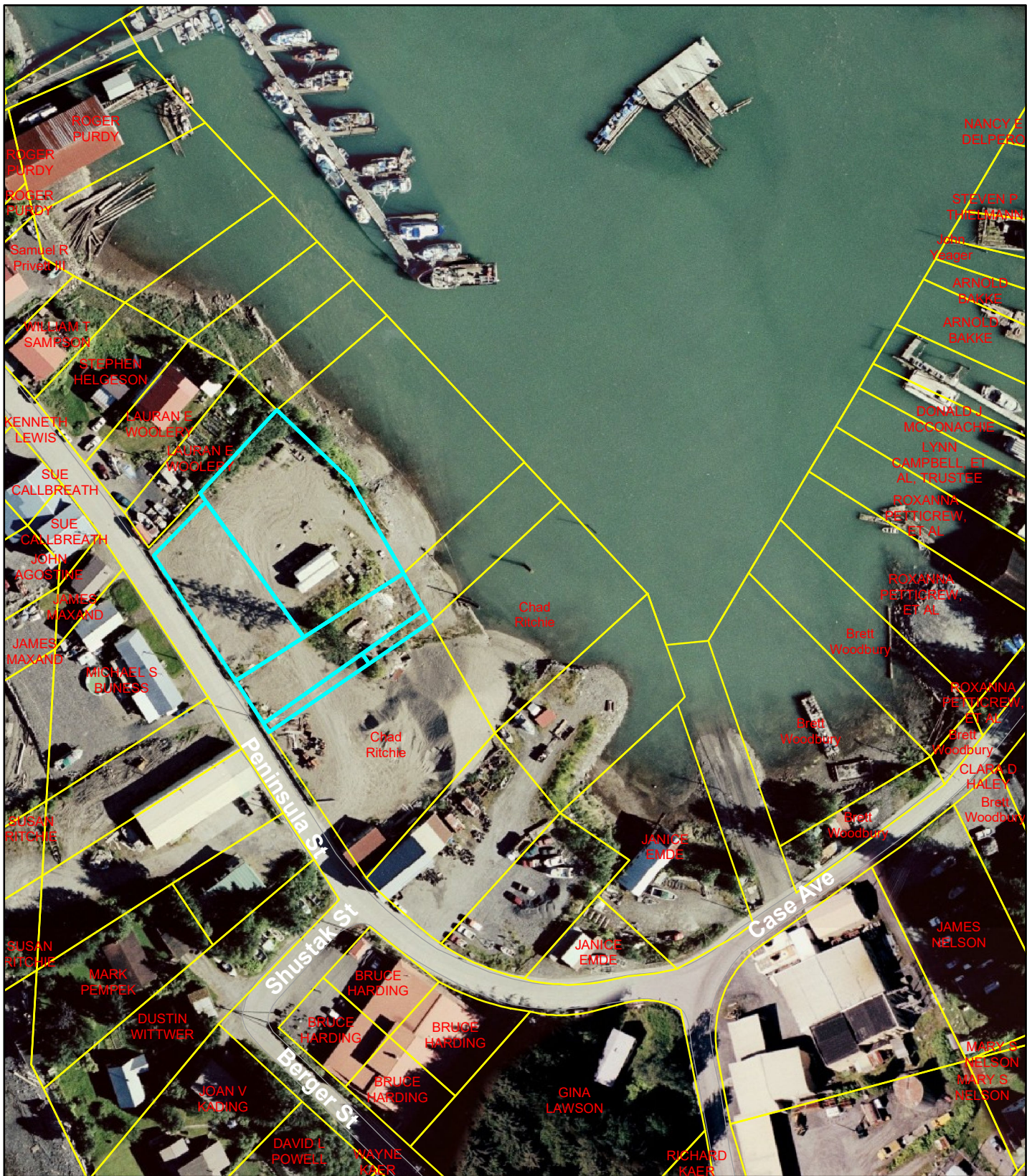
Per the approved motion at the August special meeting, a 5 foot utility easement was added along Peninsula street, owner's name was corrected, and references to plat notes corrected.

Recommended Motion:

Move to approve final plat of the GVP Replat, a replat of Lot 11, a portion of Lot 12, Lot 13, and a portion of Lot 14, within Block 84, Wrangell Townsite, according to US Survey 1815, creating Lot A and Lot B, GPV Replat.

CITY AND BOROUGH OF WRANGELL, ALASKA

Item 1.



Public Map



1 inch = 134.803591 feet
Date: 7/28/2022

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

City and Borough of Wrangell

Agenda Item D2

Date: September 16, 2021

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Variance permit application request for a reduction in the front yard setback requirements for a carport on Lot 8, Block A, Dewey Heights Resubdivision (Plat No. 69-218), zoned Single Family Residential, owned by Eddie and Martha Hilburn

Background: Applicants are proposing to construct a carport structure behind existing garage on the corner lot of Mission Street and Crest Drive..

Review Criteria:

Single Family Residential : Chapter 20.16

Standards: Chapter 20.52

Variance Permits: Chapter 20.72

Recommendation: Staff recommends approval of the variance request with a condition.

Recommended Motion:

Move to approve findings of fact and the Variance request for a 6 foot front yard setback (14 foot variance) along Mission Street subject to the following condition:

- 1) **Approval for access to the yard area needs to be obtained from the Public Works Director to address drainage issues that may be of issue.**

Findings of Fact:

The applicant is seeking to construct a 12' X 20' carport structure. The property is 7,743 sq ft, is zoned Single Family Residential and is a corner lot. Minimum lot size is 5,000 sq ft. By definitions the lot has two front yards and two back yards and thus a 20 foot setback is required for all yards for the new structure and accessory buildings. Standard setback requirements for the Single Family District is 20 foot for front and back yards and 5 foot for the side yard.

Applicants are proposing to be 6 to 10 feet from the property line parallel with Mission Street. The garage is currently located 6 feet from the property line. Their structure will be either even with the garage per the application or offset by 4 feet per the attached drawing.

A Variance application must meet four criteria (WMC 20.72.050).

1. **Exceptional Physical Circumstances:** The lot is flat and slightly larger than minimum lot requirement. The corner lot setback requirements create a burden on the landowner. The front property line based on the address is Crest Drive, making the Mission Street property boundary

a side yard under normal circumstances. If this were not a corner lot, they would be meeting the side yard setback requirement and not need the variance.

2. **Strict application would result in practical difficulties or unnecessary hardships:** Strict application would require that the residence either forfeit their back yard because the structure would need to be in the middle of it or they would not be permitted to build.
3. **That the granting of the variance will not result in prejudice to others, or be detrimental to public health, safety or welfare:** The granting of the variance will not prejudice others in the area with similar construction. It will not create a public health issue, nor will it affect site distance on the corner of Crest Drive and Mission Street. If this were not a corner lot, they would not need a variance permit.
4. **Granting of the variance is not contrary to the comp plan for single family residential development.**

APPLICATION FOR VARIANCE

CITY OF WRANGELL
 PLANNING AND ZONING
 P.O. BOX 531
 WRANGELL, AK 99929
 Application Fee \$50.00

I. The undersigned hereby applies to the City of Wrangell for a variance.

II. Description: (use additional paper if necessary)

Legal description of the area requested for the variance _____

Block A Lot 8 Plat 69218

Lot(s) size of the petition area _____

75' x 103.24'

#02-020-317

Existing zoning of the petition area Single Family

Current zoning requirements that cannot be met (setbacks, height, etc.): _____

20' from property line on the Mission Rd side

Proposed change that requires this variance _____

6' from property line to line up with existing garage + concrete slab.

III. Application information: (use additional paper if necessary)

Explain details of the proposed development _____

See attached

A variance may be granted only if all four of the following conditions exist:

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.

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

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.

That the granting of the variance will not be contrary to the objectives of the Comprehensive Plan.

Explain how your application meets these conditions: _____

We would like to build a carport behind the existing garage. The corner lot regulations would require us to build in the middle of the yard which would be unsightly and mess up the yard.

Note: A variance shall not be granted because of special conditions caused by actions of the person seeking relief or for reasons of pecuniary hardship or inconvenience. A variance shall not be granted which will permit a land use in a zone in which that use is prohibited.

A schematic site plat must be attached showing the type and location of all Proposed uses on the site, and all vehicular and pedestrian circulation patterns relevant to those uses.

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

Eddie & Martha Hilburn

PRINT PETITIONER'S NAME

SIGNATURE(S) OF THE OWNER(S) OF THE LAND IN PETITION AREA

3 Crest Dr. Wrangell, AK 99929

ADDRESS

8/23/22

DATE

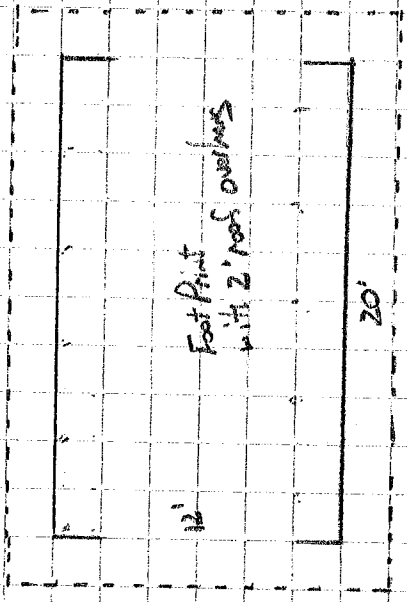
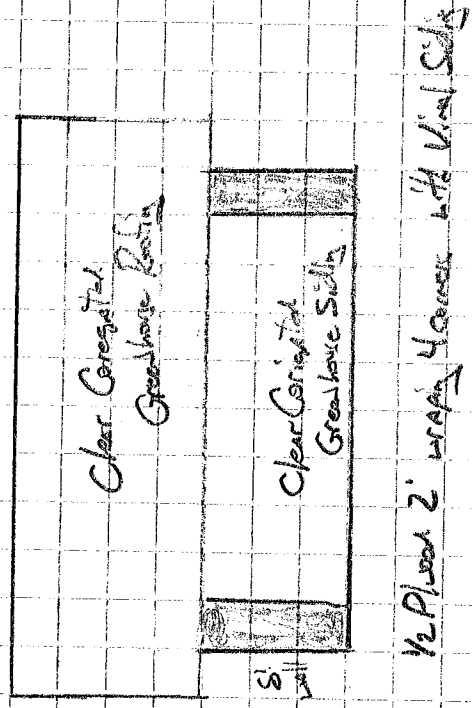
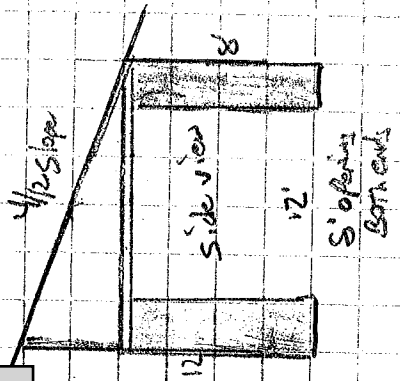
601-341-6650

TELEPHONE

SEE SHEET 19

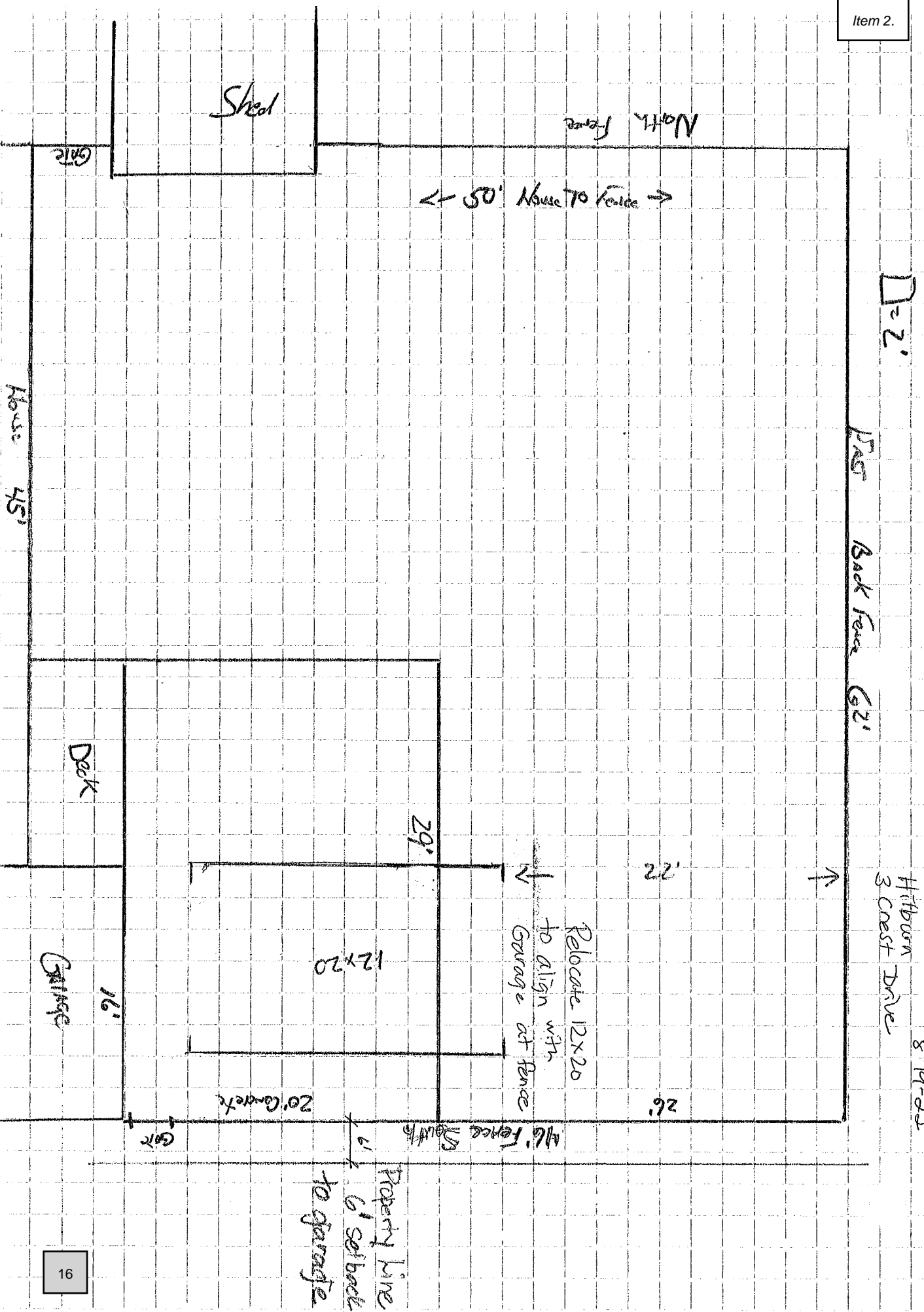


Item 2.



2'

- Materials Needed -
- 4 - 4x4x10
 - 38 - 2x4x12
 - 22 - 2x4x8
 - 4 - 2x6x12
 - 15 - 2x6x16
 - 15 - 2x6x12
 - 4 - 1/2 Plywood
 - 8 - Concrete Pads
 - 8 - Galvanized Steel - 2x4
 - 8 - 1/2 Galvanized Steel - 2x4
 - 8 - 1/2" Roping
 - 4 - 12' Clear Corrugated
 - 4 - 8' Clear Corrugated



PLAT OF DEWEY HEIGHTS

RESUBDIVISION OF
LOTS 1 THRU 5, BLOCK 67; PORTION OF LOT 8 &
ALL OF LOTS 9 & 10, BLOCK 62; SOUTH 1/2 BLOCK 68;
AND PORTIONS OF VACATED
MISSION STREET & SECOND AVE.
U. S. SURVEY NO. 1119
WRANGELL TOWNSITE, ALASKA

SCALE - 1" = 50'

DATED, MAY 16, 1969

DESCRIPTION

Lots 1 thru 5, Block 67; portion of Lot 8 & all of Lots 9 & 10, Block 62; Lots 1 thru 5, Block 68; that portion of vacated Second Avenue common to Blocks 67 and 68; and that portion of vacated Mission Street abutting Lot 5, Block 67; U. S. Survey No. 1119, Wrangell Townsite Subdivision, Wrangell, Alaska.

DEDICATION

Know all men by these presents: that we are the owners of the land herein platted and that we hereby declare this plat and dedicate to the use of the public forever all streets and alleys shown hereon and the use thereof for all public purposes not inconsistent with the use thereof for public highway.

Wrangell Development Co. by C. V. Ritchie, President

NOTARY ACKNOWLEDGMENT

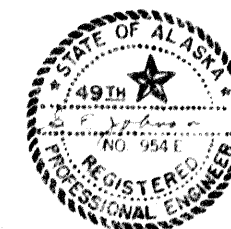
This is to certify that on the 3 day of July, 1969, before me, the undersigned, personally appeared C. V. Ritchie, President, Wrangell Development Co. to me known to be the owners of the property described herein and that he executed the foregoing instrument, and acknowledged to me that he signed and sealed the same as their free and voluntary act and deed for the uses and purposes mentioned herein.

IN WITNESS WHEREOF I have hereunto set my hand and seal this 3 day and year first above written.

Carol Ferguson
Notary Public in and for the State of
Alaska, residing at Wrangell

SURVEYOR'S CERTIFICATE

I hereby certify that I am registered to practice land surveying in the State of Alaska, and this plat of "DEWEY HEIGHTS" is based upon an actual survey made by me or under my direct supervision, and the monuments shown hereon actually exist as located, and that all dimensional and other details are correct to the best of my knowledge.



C. V. Ritchie
Registered Professional Engineer
Wespac Engineers
15018 10th Ave. S.W.
Seattle, Washington

CITY COUNCIL APPROVAL

This is to certify that the City of Wrangell has approved the within plat of "DEWEY HEIGHTS" by act of the Common Council this 17 day of May, A.D. 1969.

John R. Adams City Clerk
Richard D. Nelson Mayor

PLANNING COMMISSION CERTIFICATE

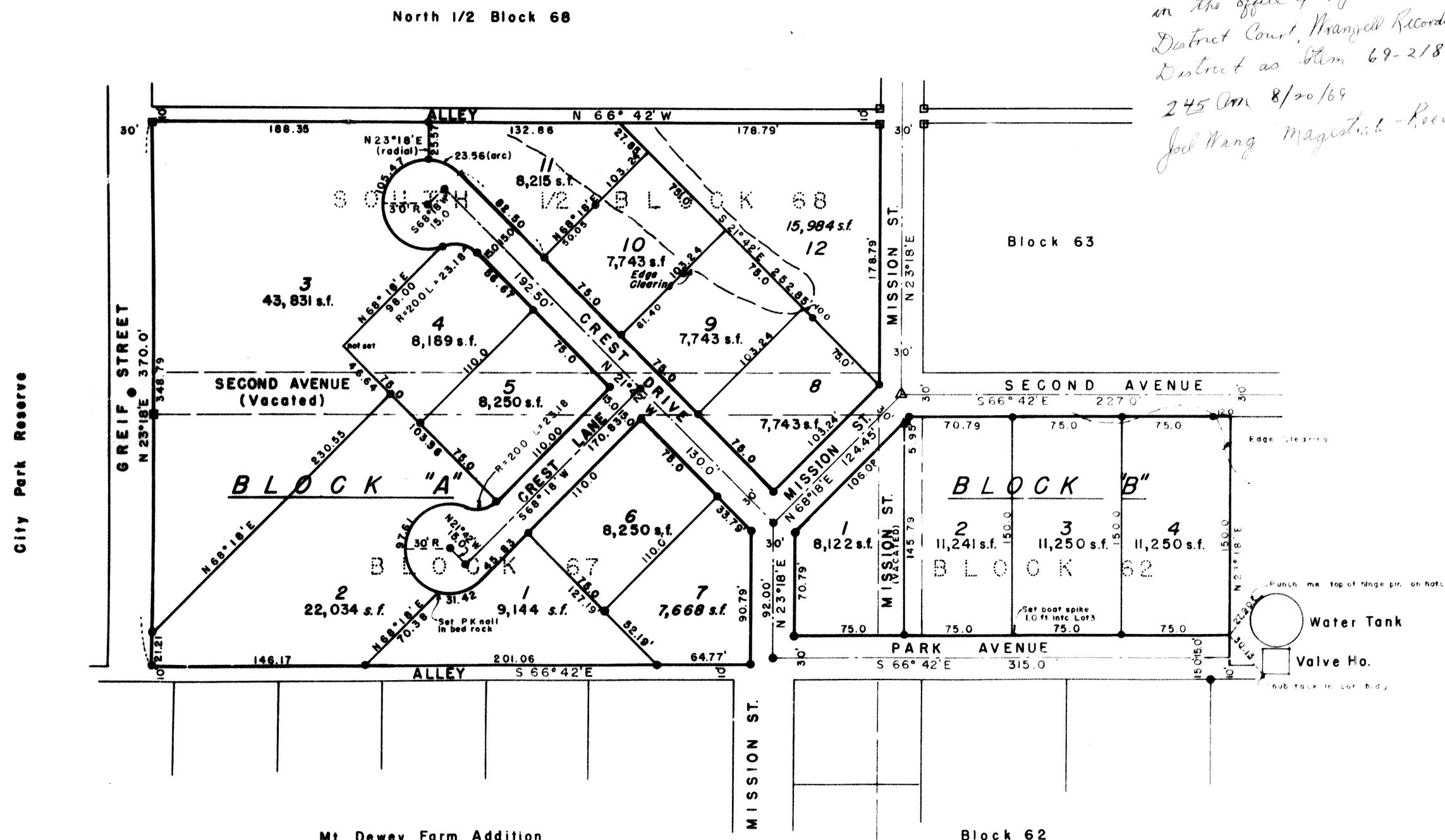
I hereby certify that the within plat of "DEWEY HEIGHTS" is duly approved by the City of Wrangell Planning Commission this 15 day of April, A.D. 1969.

Kenneth C. Mason
Planning Director *John R. Adams*

LEGEND

- indicates iron pipe marker.
- ⊗ indicates "X" on bedrock.
- ⊙ indicates original U. S. Survey No. 1119 wood stake marker recovered.

*Filed for Permanent Record
in the office of Magistrate-Recorder
District Court, Wrangell Recording
District as Blm 69-218
245 Am 8/20/69
Joel Wang Magistrate-Recorder*



City and Borough of Wrangell

Agenda G3

Date: August 30, 2022

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Conditional use permit application request for a Behavioral Health private practice counseling service on Lot 5B, Block 26, Wrangell Townsite, zoned Multi-family Residential, requested by Kimmie Smith, owned by Bert McCay

Background: Ms. Smith is seeking to establish an office for behavioral health counseling services within a residential structure that currently has 3 apartments.

Recommendation:

Staff recommends approval with conditions.

Recommended Motion: Move to approve the Findings of Fact and the conditional use permit as requested for a behavioral health counseling office within the above described residential structure with the following conditions:

- 1) There needs to be at least one parking area reserved for the business in front of the house along Zimovia Highway.

Review Criteria:

Multi-Family Residential: Chapter 20.20
Standards: Chapter 20.52

Findings of Fact:

A cottage industry business located within a residence that could impact neighbors due to traffic, hours of operation or other factors, requires a conditional use permit. (WMC 20.20.040(L)).

An office would be set up in one of the residential units to provide behavioral health counseling services to the community. There will be some traffic as clients arrive/depart for appointment services. The house has three units and is located on Zimovia Highway. The lower unit in the back is where services will be provided. There is currently driveway access from Ash Street and parking available behind the house, and there is also access and parking available from Zimovia Highway. The two unit residence and business require at least three parking spaces per WMC 20.52.190. One is required for each residence and one for the business. There are actually at least two available parking places behind the house and at least five parking spaces in front of the house. However, the driveway access from Ash Street to the back of the house is not a recorded easement, and therefore it is not guaranteed that the access will always be available. There is plenty of parking space in the front of the house with pedestrian access to the back unit as well, and therefore at least one parking space should be set aside in the front and available for the business use.

Conditions of Approval for conditional use applications include:

1) *Minimal impacts on adjacent neighbors from noise, traffic, appearance, yards etc.* The proposed business will be located within one of the three units in the existing residence. Current access can be made from Ash Street to the back unit, or from Zimovia Highway and parking in the front of the house. The proposed use should only minimally increase traffic on Ash Street by client visits. Case Avenue and Zimovia Highway are the only thoroughfares to downtown from Heritage harbor area and Ash Street is one of two main connectors between the two, so traffic is constant on Zimovia at all times and can be on Ash Street as well. Noise should not increase as all business is conducted inside. There will be no modifications to the yard area and plenty of parking exists.

2) *Provisions of sewer and water:* The property is connected to sewer and water.

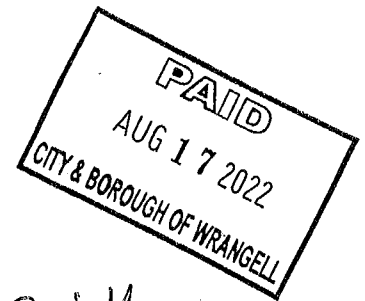
3) *Entrances and off-street parking available without safety issues:* At least five off-street parking places are available on-site when a minimum of three required for the two residential units and one business. The existing and current driveway access from Ash Street to the back of the house is not a recorded easement, and therefore it is not guaranteed that the access will always be available. There is more than adequate parking off of Zimovia Highway at the front of the house that can accommodate the residences and the business.

**CITY OF WRANGELL, ALASKA
CONDITIONAL USE APPLICATION**

PLANNING AND ZONING COMMISSION
P.O. BOX 531

WRANGELL, ALASKA 99929

Application Fee: \$50



I. Applicant's Name and Address:

Kimmie (Krissy) Smith
817 Zimovia Hwy, Apt 3
Wrangell, AK 99929

Applicant's Phone Number:

907-305-0985

II. Owners's Name and Address:

Bert McCay
831 Zimovia Hwy
WRangell, AK 99929

Owner's Phone Number:

907-723-5651

III. Legal Description: Lot 5B, Block 26, U.S. Survey

Parcel No. 02-034-102

IV. Zoning Classification: MER

V. Specific Request:

Request to operate SEAK
Behavioral Health & Addiction Services;
private practice at 817 Zimovia Hwy #3.

This is on the lower backside of main
house. It has a driveway leading
in & plenty of parking spaces in back & front.

VI. Site Plan shall be submitted with the application. The plan shall show existing and proposed structures, driveways, roadways, existing and proposed grading. Additional information shall be furnished upon request of the Zoning Administrator.

VII. Construction Schedule: BEGIN: _____

END: _____

SIGNATURE OF OWNER:

Bert McCay

DATE:

8/17/22

SIGNATURE OF APPLICANT:

Kimmie Smith

DATE:

08/16/2022

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.

Case

Ash Street

✓ D.C. 5307

DeLing

Packings

34

24104

Top House

$$\frac{7}{8}$$

22

Qarkii

Zimbabwe - H37



1 inch = 150 feet
22 e: 9/2/2022

Public Map



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

City and Borough of Wrangell, Alaska

Date: September 6, 2022

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Channel construction request to lease a portion of the former 6 Mile site near the barge landing area on the southern end of the property for scrap metal recycling, portions of Lot 6 and 7 USS 3534, zoned Waterfront Development, requested by Channel Construction Inc., owned by the City and Borough of Wrangell

REQUEST:

Channel Construction Inc. is requesting to lease a portion of the former mill site surrounding the barge landing area on the southern end of the property. Their written request asks for approximately 6 acres, but the map shows an area of approximately 3 acres.

The purpose of the lease would be to continue to utilize the area for scrap metal recycling. Their preference would be to enter into a long term lease with the City to develop on-shore support services and additional fill for the business. They are at minimum requesting a short term lease or rental to be able to continue the scrap services currently provided to Wrangell and the region.

The Planning and Zoning Commission and the Port Commission have been asked to review their request as a recommendation to the Assembly.

FINDINGS:

Ballot proposition: The City and Borough has put on the ballot a proposition to authorize the Assembly to lease or sell the former deep water industrial site property at 6 mile Zimovia. Per WMC 5.10.035(A), property valued at over \$1 million requires voter approval for selling or leasing. The CBW has had conversations with several interested parties regarding the purchase of the entire site, however nothing in writing as a letter of interest or formal proposal has been submitted so there may or may not be serious interest. Potential uses vary and may or may not be compatible with Channel construction's proposed use. However, these initial conversations prompted the Borough to start the required process for potential sale by placing the question on the ballot.

Zoning/Land Use: The property is zoned Waterfront Development. The property has historically been utilized as an industrial site with a mill at the site since at least the 1970s. The site is one of the last existing deep water industrial sites available for development options in southeast Alaska.

Prior to purchase of the site by the Borough, Mrs. Buhler was going through a subdivision process of the property. A preliminary plat had been approved by the Planning and Zoning Commission and utilities/road construction were being designed.

Should the Borough subdivide the property for multiple development opportunities, there will be a lot of work to do should the previous subdivision not be the desired layout. Per the Wrangell Municipal Code, a subdivider is responsible for utilities. The site is just beyond sewer and water. Electricity is no longer provided through-out the site. The surface of the property is mixed, and in varying conditions. The bulkhead of the property is failing. Determining potential use of the site will require considerable public discussion to determine development options. Staff is exploring funding opportunities with various agencies for planning and construction grants.

Lease/rental issues: In 2014, Department of Environmental Conservation (DEC) signed off with Silver Bay Logging on an environmental clean-up acceptance of the site. Since that time, Channel Construction has utilized a portion of the south end of the site through an agreement with Mrs. Buhler and subsequently a short-term agreement with the Borough. Activities are limited in order to minimize any potential environmental issues that could be created.

When the Borough purchased the mill in June 2022, the Borough entered into a Prospective Purchaser's Agreement with DEC. The Borough is required to do a Phase I environmental analysis. A simplified description of the final outcome is that the Borough will be released of environmental liability of any existing contamination so that Borough can develop the site for economic purposes. DEC has indicated that the Borough could enter into an agreement with Channel or other parties if no environmental issues are created.

The Borough has been working with Channel Construction Inc on bonding requirements for continued short term use, identifying acceptable activities, terms of potential agreements and other requirements. The Borough has no proposed use for the site immediately and has discussed short term (annual rental) with Channel in the short term to potentially allow them to continue operations as the Borough sorts out development opportunities.

site such that we could transfer liability responsibility of future discoveries during redevelopment to DEC. The borough manager has reached out to DEC to determine what types of land uses the Borough could move forward with prior to the Phase I environmental work is completed. Their response was any activity that will not create an environmental issue.

APPLICATION OF CHANNEL CONSTRUCTION INC FOR LEASE OF SIX ACRES OF CITY & BOROUGH OF WRANGELL PROPERTY SHOWN ON EXHIBIT A

Channel Construction Inc. hereby applies for a lease of six acres of land owned by the City and Borough of Wrangell (CBW) at the old sawmill site at six-mile Zimovia Highway more particularly described and shown on Exhibit A attached hereto. An application fee of \$100.00 is submitted with this application. The application is submitted to CBW staff (including CBW's attorney) and the CBW Planning and Zoning Commission.

PURPOSE. CCI seeks the Lease to establish and maintain a recycling business in Wrangell that would provide several jobs. CCI would continue to accept CBW scrap metal as well as the community scrap metal while developing a prominent recycling yard at this location. Because Wrangell does not generate enough scrap metal on its own to justify the cost of a lease, and/or the purchase of the land, CCI would need to bring in scrap metal from other areas of Southeast Alaska to prepare for recycling. CCI believes that overtime it will be able to create a recycling facility in Wrangell that would be viable as well as of financial benefit to the CBW.

DEVELOPMENT PLAN. The development plan below includes and is consistent with plans required by other agencies involved in the development process. The development plan includes:

- a. A description of the land; and

RESPONSE: CCI hereby applies for a lease of the six acres of land at the old sawmill site at six-mile Zimovia Highway more particularly described and shown on Exhibit A attached hereto.

- b. A description of the improvements that will be placed on the tidelands, submerged land, and adjacent uplands; and

RESPONSE: No improvements will be made to the parcel CCI wishes to lease on a short-term lease. If CCI is approved for a long-term lease, some improvements will be made, such as a permit application with CBW & Corps of Engineers to extend the fill out to deep water, where CCI has been loading its barges. As it is, our barges cannot load at all stages of the tide, due to the shallowness of the existing area.

c. The dates by which construction will begin and will be completed; and

RESPONSE: No constructions will be done unless there is a long-term lease. CCI will continue to use the parcel as is.

d. The estimated cost of the improvements that will be placed on the tidelands, submerged lands, and adjacent uplands; and

RESPONSE: Costs to improve the barge landing area with a long-term lease would be between \$100,00.00 & \$175,000.00.

e. A description of the effects that the proposed use of the Land will have on public streets, public facilities, public services, public utilities, traffic, and parking. The description shall include a plan for mitigating adverse effects on streets, public facilities, public services, public utilities, traffic congestion, and parking, and a plan for paying the costs thereof; and

RESPONSE: CCI sees no effects on public streets as there are none that go into this area, other than the state highway going by the property, which has two driveway entrances. The traffic coming into CCI's operation is very minimal.

f. The names and addresses of the owners, officers, and proposed managers.

RESPONSE: William Tonsgard Jr. - President

Billie Tonsgard – Secretary

The development plan shall describe how the applicant will fulfill the terms of any permits or approvals required by the City and Borough of Wrangell.

RESPONSE: CCI is not aware of any.

The applicant shall provide such additional information, including designs and specifications, as the planning and zoning and port commissions may request. The planning and zoning and port commissions may require the applicant to amend its development plan. All fees associated with the lease shall be paid by the applicant. Such fees include but are not limited to an application fee, survey, assessment, public notices, and recording fees.

From: [Steve Miller](#)
To: [Jeff Good](#); [Carol Rushmore](#)
Subject: Channel Construction Lease
Date: Tuesday, September 6, 2022 9:53:36 AM

Good morning,

The Port Commission at its Thursday September 1st meeting voted down the recommendation to lease the mill property to Channel Construction. They would like to see a comprehensive site plan. How will this business fit in with other potential buyers or leases. How is the lease structure set up compared to the marine service center. Would also like to see a better business plan then the one submitted. What happens to this business if scrap prices tank? This pretty much sums up all the questions the they had about moving forward with this lease.

Steve Miller

Wrangell Port Director
Box 531 Wrangell Ak 99929
Phone (907)874-3736
Cell (907)305-0336

City and Borough of Wrangell, Alaska

Date: September 6, 2022

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Request to purchase three parcels of Borough owned land, Lot 36-38, Block 13, Wrangell Townsite, located on A Street and Cassiar, zoned Single Family Residential, requested by Frank Warfel Jr., owned by the City and Borough of Wrangell

REQUEST:

Mr. Warfel is requesting to purchase three lots located on Cassiar just off of A Street (above Evergreen Ave). Mr. Warfel owns two lots, one includes his residence, across A Street from the lots.

The Planning and Zoning Commission has been asked to review his request as a recommendation to the Assembly.

FINDINGS:

Zoning/Land Use: The property is zoned Single Family Residential.

'A Street' which is the northern edge of the Wrangell Townsite was platted around 1925. Evergreen Avenue was not constructed until the 1980's time period. 'A Street' was partially vacated in 2003 at the request of the Biastochs who own Lot 16B below the three lots requested for purchase. Their house was located partially in the 'A Street' right-of-way and during a refinance, the bank would not consider options unless the encroachment was dealt with.

Mr. Warfel is seeking to purchase the three lots to eventually expand his residence and construct residences for family members. He has indicated that access and utilities could be provided through his lot.

The Borough has not been able to provide utilities or access to the lots on Cassiar that have been owned by Richard Kaer and Fennimore family for approximately 50 years. The Borough did investigate providing access from the upper side along Meridian street years ago. Opening Cassiar street on the other end required blasting of a huge rock outcropping. That, along with the partial vacation of 'A Street' has created an issue for access and utilities.

Sale issues: Selling the property would put the lots on the Tax roll. Providing sewer and water services may still need to be through the right-of-way and require certain standards, because of the fact there are other privately owned lots that may also need services. Currently, access or services to the three lots being requested or the already owned lots are not on the City's CIP list.

August 3, 2022

Attn: Kim Lane
Borough Clerk
City & Borough of Wrangell
205 Brueger Avenue
Wrangell, Alaska 99929

Dear Mrs. Lane,

I am contacting you today to express my interest in purchasing three parcels of undeveloped land from the City and Borough of Wrangell. Please consider this letter as a formal request to purchase the following parcels of land:

Parcel 02-003-323, Block 13, Lot 38, Plat 39-03; and
Parcel 02-003-321, Block 13, Lot 37, Plat 39-03; and
Parcel 02-003-319, Block 13, Lot 36, Plat 39-03.

**See attached Schedule A*

As per WMC 16.12.040, it is necessary for me to outline my purpose and the intended use of the land I am requesting to purchase. The aforementioned parcels are adjacent to my primary residence. As such, I would like to acquire these properties for the purpose of expanding my existing residence and/or developing these properties for members of my family to build homes on in the future. It is unlikely the Borough will develop the access and infrastructure needed to open up these properties for residential sale. As the adjacent landowner, I am proposing to tie in the utilities from my primary residence and provide the access necessary to develop these properties for my family and I.

The Borough would benefit from this transaction as it would expand its tax base and provide additional housing without the cost of developing utilities and infrastructure to access these properties. It is my understanding that the Borough has no plans to develop these properties, and I believe such a transaction is mutually beneficial.

Please feel free to contact me directly at (907) 305-0776 regarding next steps. I sincerely hope you consider this request to purchase.

Respectfully,

Frank Warfel

Frank Warfel Jr.

Schedule A – Request to Purchase



Item 5.



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

City and Borough of Wrangell, Alaska

Date: September 6, 2022

To: Planning and Zoning Commission

From: Carol Rushmore, Economic Development Director

Re: Conditional Use permit application request for an animal shelter at either Lot 25, USS 3403 (across from Shoemaker Bay Harbor) and zoned Multi-Family or Lot 11A, Block 5, USS 2127 (near the landfill) and zoned Open Space/Public, requested by St. Frances Animal Rescue

REQUEST:

St. Frances Animal Rescue has selected two sites requiring conditional use permits for the location of an animal shelter. This has been advertised for a public hearing at the request of St. Frances to begin discussions, but an approval or denial is premature.

FINDINGS:

Review Process: St. Frances submitted a conditional use permit request for two sites, however, both sites are owned by the City and Borough of Wrangell. A different process to lease/purchase Borough land must be followed. While the public hearing will generate conversation, a recommendation to lease/sell is the action of the Planning and Zoning Commission at this time, not an approval of a conditional use permit. Staff are still collecting information that may be available for the meeting.

Proposed Use:

St. Frances is seeking an area to locate an animal shelter to include dogs and cats. Dogs can present a more challenging aspect as they can be loud with barking. They are proposing to build or purchase a pre built structure for the facility.

Summary Sites:

Site #1 – land area across from Shoemaker Bay Harbor parking lot, north of the road to the old water tower. The site is zoned Multi-Family. It was part of a federal grant of land for recreation purposes. Additional information regarding the federal agreement of this land will be forthcoming.

The site which is part of this request is located on Zimovia Highway across from Shoemaker Bay Harbor. The land would need to be developed and sewer and water connected. Sewer is located across the Highway. Because of elevation, a grinder pump station would be required and the pump and sewer installation from across the highway could cost \$20,000 or more. The site is better for including dogs, because there are no residential dwellings closer than 600 feet of the site which will reduce impacts from noise.

Site #2 – a large borough owned parcel on the right side of the road (Third Ave) leading to the solid waste facility. Parcel was rezoned to Open Space Public in 2021 for use for municipal services. At this time, after consideration of potential future needs of the solid waste facility, or expansion of the electrical pole yard area adjacent, staff is not recommending this parcel be considered. It is the only available land to provide storage or construct additional building for use to support land fill services. It is also adjacent to developed residential properties.

St. Frances had looked at lots across Third Avenue, zoned Holding. They are, however, closer to developed residential property, separated by only an alley, and thus if the shelter is also going to be used for dogs, could be considered to be noisy to be located at that site, unless number of dogs are limited and construction muffles barking.

Additional Sites:

St. Frances came to the Planning Commission in 2021 for the potential use of a site at the old Ball Field near City Park. When that site did not pan out, they sought advice from the commission and borough staff as to potential locations.

It has been difficult to find a great site for a shelter for dogs and cats either because of close proximity to residential, land development issues, utilities, or access. If the Industrial Park is expanded in the next couple of years, there could be potential for a parcel in that area, but utilities may or may not be available and land development costs could be high. If a shelter is only for cats, proximity to residential is not as great of an issue.

Conditional Use Permit Application - St. Frances Animal Rescue

CITY OF WRANGELL, ALASKA
Conditional Use Application

Planning and Zoning Commission

P. O. Box 531

Wrangell, Alaska 99929

Application fee: \$50

- I. **Applicant's Name and Address:** St. Frances Animal Rescue (S.F.A.R.)
P. O. Box 2142
Wrangell, Alaska 99929

Applicant's Phone Number: 907 874-4593 Joan Sargent-President
JJsargent143@gmail.com

~~470~~ 470 3086

- II. **Owners Name and Address:** City & Borough of Wrangell
P. O. Box 531
Wrangell, Alaska 99929

Phone Number: 907 874-2381

Special Request

There are two city lots that St. Frances Animal Rescue is seeking the Planning & Zoning Commissions input regarding the viability of those lots for consideration of a city lease and also zoning reclassification for conditional use of one of these properties to pursue the building of an animal shelter.

Over the past two years, the Board Members of S.F.A.R. have had discussions with two City Managers and Carol Rushmore concerning the shelter relocating onto city property. The S.F.A.R. board has considered and evaluated numerous properties in terms of access to water, sewer, electricity, zoning, winter road maintenance, the cost of site preparation, access and safety for volunteers, safety for animals, parking, and noise conflict and control.

Our evaluations and Carol's input has narrowed our search down to two potential sites. We are focusing on two sites that are very different in terms of land use, zoning and proximity to populations.

We are asking that the planning and zoning commission evaluate both sites for use as an animal shelter and reach out to the City and Borough of Wrangell departments that may have an invested interest in evaluating said properties as well as the community at large if you deem either or both to be necessary.

Conditional Use Permit Application - St. Frances Animal Rescue

Properties to Consider:**1st Property****Owner's Name and Address:** City and Borough of Wrangell

PO Box 531

Wrangell Alaska 99929

Owner's Phone Number: 907-874-2381**III. Legal Description:** Lot: 25, Block: , U.S. Survey: 3403 Parcel No.: 03-007-400

Location: Mile 5, East side of Zimovia Highway where old police dog kennels are located. Property lies on the north side of the intersection of the Zimovia highway and the access road to a City of Wrangell waste dump site, the dog kennels and the earthquake warning antenna. The requested plot is between the highway and the waste dump site.

IV. Zoning Classification: Multifamily residential**V. Specific Request:**

If the Planning and Zoning commission, the City and Borough of Wrangell departments, and the public at large deem this to be the best site for a shelter, we are requesting a change in zoning from multifamily residential to open space. Carol Rushmore has indicated that this property may be limited to recreation use by the federal government, although it is currently zoned multifamily residential.

We are proposing to build an animal shelter, or purchase a pre-built structure close to Zimovia Hwy, (please see VI. site plan drawing #1 for proposed structure). This property has access to city electrical and the water main. A DEC approved septic system would need to be installed.

Although this property would be more expensive to develop and it would require volunteers to travel further from town, this property has the best potential for housing dogs. The proximity to the city dog kennels is also good should we or the city be faced with recovery of a number of dogs, such as a hording situation. We would like the planning and zoning commission to assess this site for an animal shelter and if deemed acceptable, to reach out to City of Wrangell departments and the community at large in an evaluation of this site in terms of use for both a cat and dog shelter.

Parcel number 03-007-400

Covered Debris/Hazardous Waste Piles
Approximate dimensions 235' x 125'

↑ To gated
area: antenna
dog kennels

ACCESS ROAD
TO ANTENNA
AND DOG KENNELS

Utility
pole

200'

Phase I
Cat Shelter
15' x 40'

Phase II
Dog Shelter

Proposed
Culvert

100'
Street

40'

Trees along Highway
frontage, road access
and gravel pad would
be removed.

0' - 30' - 40' -
Fire hydrant

200'

MIDLINE OF ZIMOVIA HWY

375' to property
line marker at power
transfer station

S.F.A.R.
Site Plan

Conditional Use Permit Application - St. Frances Animal Rescue

2nd Property**Owner's Name and Address:** City and Borough of Wrangell

PO Box 531

Wrangell Alaska 99929

Owner's Phone Number: 907-874-2381**III. Legal Description:** Lot: 11A, Block: 5, U.S. Survey: 2127 Parcel No.: 01-005-319**Location:** 3rd Avenue, NE side of street on the access road to the current landfill**IV. Zoning Classification:** Holding, not classified**V. Specific Request:**

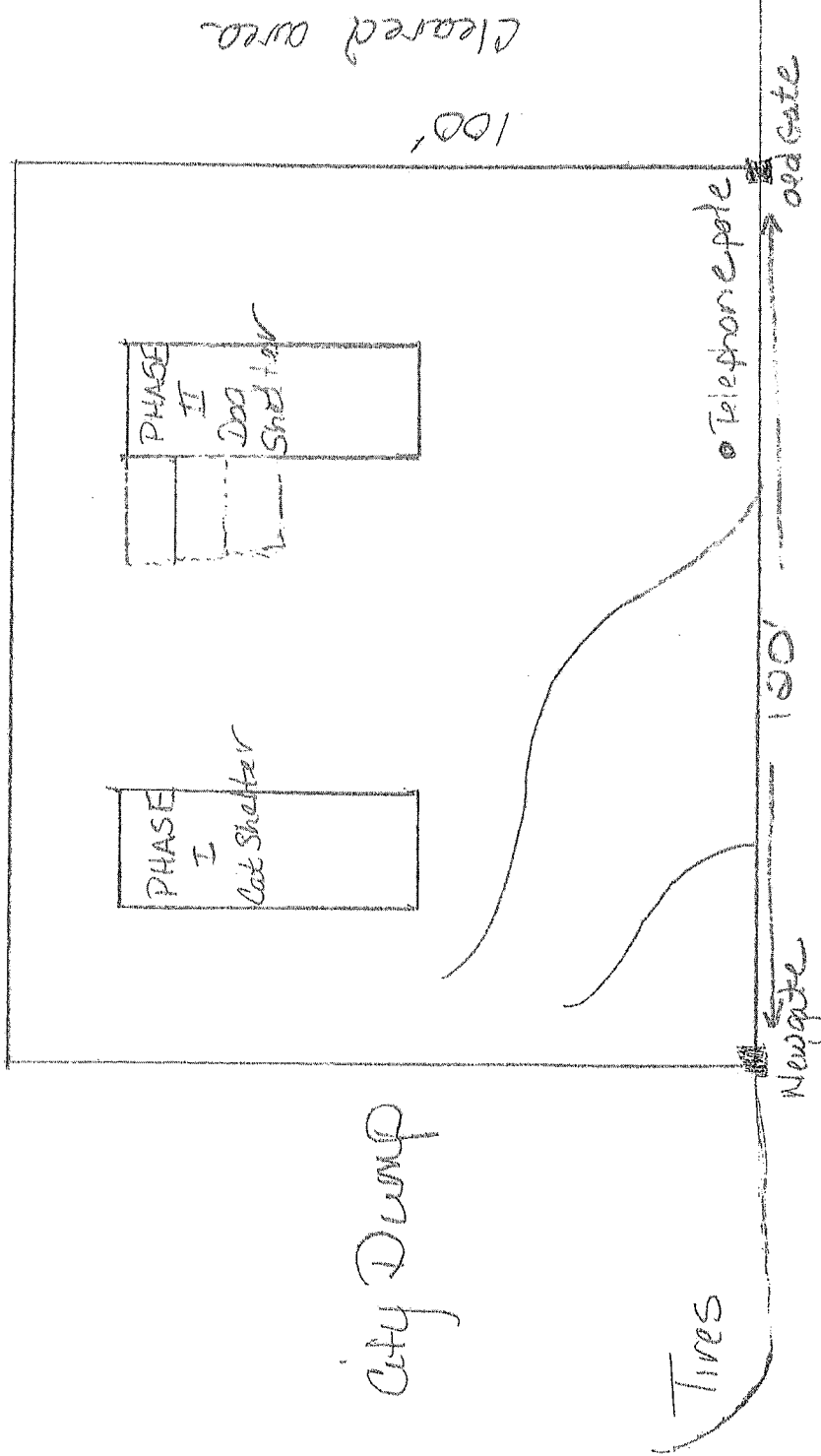
The SFAR directors would like a section of this lot to be considered because of the ease of access to city sewer, water and electric. We are proposing to build an animal shelter, or purchase a pre-built structure, (please see VI. site plan drawing #2 for proposed structure).

The disadvantage of this site is the close proximity to homes. We would like the planning and zoning commission to assess this site for an animal shelter and if deemed acceptable, to reach out to City of Wrangell departments and the community at large in an evaluation of this site in terms of use for both a cat and dog shelter.

Stack of utility poles

Site 5
Site 6
Item 6.

Section of parcel number 01-005-319



Cleared area

VII. Construction Schedule: BEGIN: Spring, 2023

END: Fall, 2028

Signatures

Joan Sargent

Date Aug 15, 2022

President, Relocation Committee Co-Chair

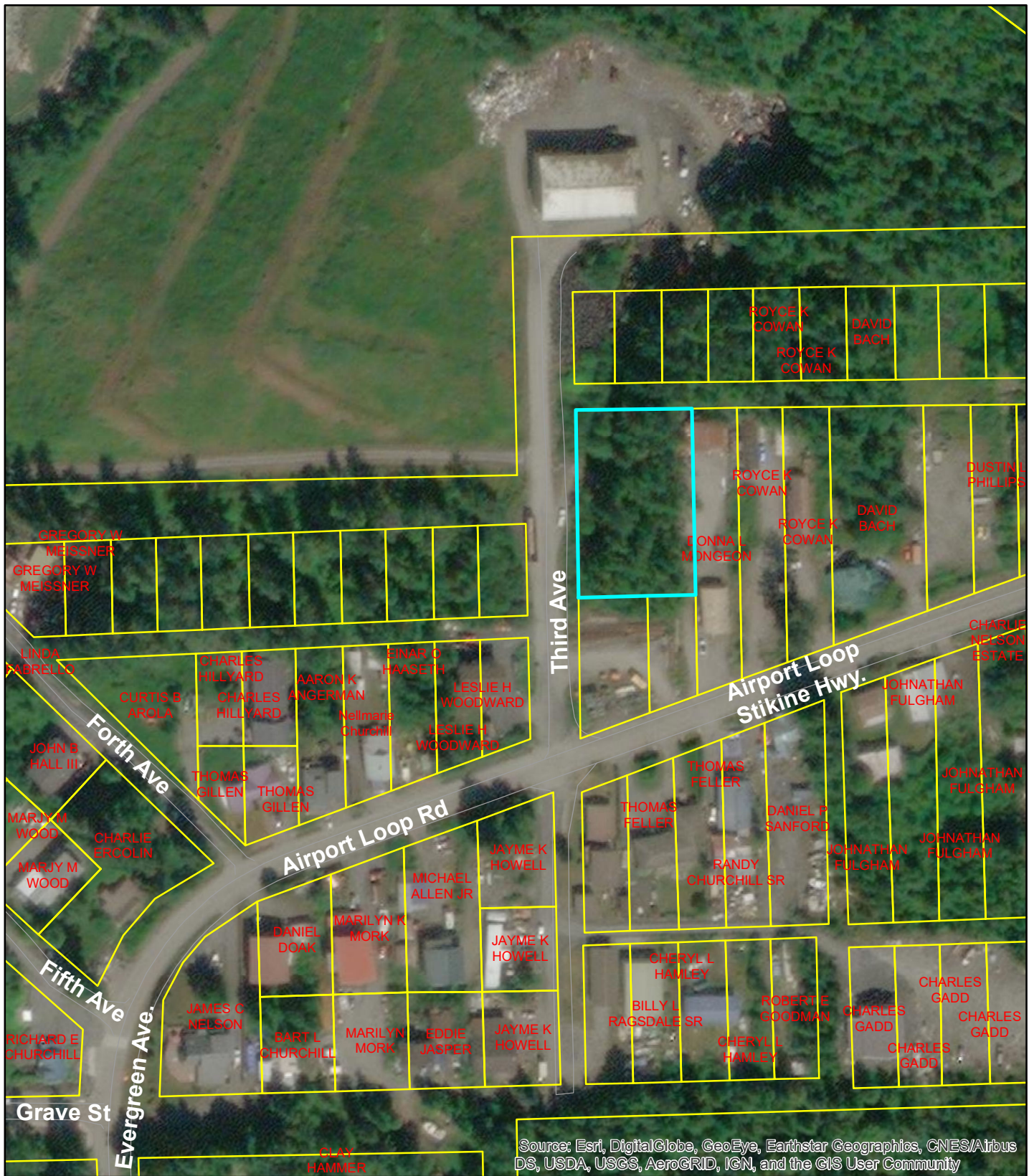
Kelley A. Decker

Date 8/16/2022

Treasurer, Relocation Committee Co-Chair

CITY AND BOROUGH OF WRANGELL, ALASKA

Item 6.



1 inch = 150 feet
45
Date: 9/1/2022

Public Map



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

CITY AND BOROUGH OF WRANGELL, ALASKA

Item 6.



1 inch = 320.158529 feet

46

9/2/2022

Public Map



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