

Principles of the Unalaska Planning Commission

1. The Position: In any community, the position of Planning Commissioner is a highly respected and honored one.
2. The Job: The job of Planning Commissioner is to serve the public, as representatives of the City Council and to the best of their ability, in ensuring sound planning and growth management in Unalaska. All decisions of the Planning Commission should be based on sound planning principles and practices, and not on the personal opinion of individual Planning Commissioners. Once the Planning Commission makes a recommendation to the City Council, the job of the Planning Commissioners and Planning Commission is over, in terms of that particular action.
3. Integrity: Planning Commissioners are appointed by City Council. The actions, behavior, and comportment of each Planning Commissioner reflect not only on that Planning Commissioner's integrity – but also on the integrity of the City Council and of the entire City government.
4. Collaboration: An individual Planning Commissioner is not a “lone wolf,” but is part of a collective body. As such, each Planning Commissioner is expected to act in a collaborative manner with his and her fellow Planning Commissioners.
5. Respect Each Other: While it is understandable to sometimes disagree with your fellow Planning Commissioners on issues brought before the body, and appropriate to publically vocalize that disagreement during Planning Commission meetings, a Planning Commissioner should always respect the opinion of their fellow Commissioners and treat each other with respect.
6. Majority Rules: It is important to remember that, at the end of the day, the majority rules. So, after each action is brought before the body, discussed, and voted upon, Planning Commissioners must accept and respect the rule of the majority – even if the ruling was counter to an individual Commissioner's position.
7. Respect Staff: A Planning Commissioner should respect the opinion of City Planning Staff, whether the Planning Commissioner agrees with staff or not. Planning Staff Members are professionals who are employed to serve not only the Planning Commission and general public, but the City Council.
8. The Las Vegas Rule: What comes before the Planning Commission must stay before the Planning Commission. This means there can be no outside negotiating with petitioners or with the public regarding applications brought before the Commission. And, all discussions – pro or con – concerning a petition before the Planning Commission, must take place solely within Planning Commission meetings.
9. Respect Applicants and Public: Each Planning Commissioner must always show professionalism and respect for applicants and the general public – regardless of the position held by that Planning Commissioner or by the Planning Commission.
10. Upholding the Principles: Any member of the Planning Commission who finds that he or she cannot uphold and abide by the above principles should resign from the Commission.

CONDUCTING A PUBLIC HEARING

The following is the sequence of events that is followed by the City of Unalaska Planning Commission and Platting Board in conducting a Public Hearing before the body.

1. The Public Hearing is opened by the Chair of the Planning Commission/Platting Board who reads from the agenda.
2. Any Ex-Parte questions or Commission member involvement are raised. If a Commission member(s) is excused, this is the proper time.
3. Presentation by the staff. This is a short summary of the application, explanation of any maps, plats, exhibits, and code standards that might apply to the application. New written information not in the board packet is provided at this time.
4. Presentation by the applicant. The applicant bears the responsibility for making the case or argument before the Commission. This is the time for Board members to ask questions of the applicant. Attempts to “negotiate” with the applicant should be conducted at this step (Step 4), while the public hearing is still open.
5. Public Testimony. This includes those who are opposed to the application, and also the public in general.
6. Rebuttal by the applicant. Final questions of all parties by the Commission.
7. The Chair closes the Public Hearing and Commission deliberations begin. Once the hearing is closed, DO NOT REOPEN unless absolutely necessary. Questions of staff, the applicant, and the public are acceptable but uninitiated testimony is not. Attempts to “negotiate” with the applicant should be conducted at Step 4, not after the public hearing is closed.
8. Commission discusses or debates the application. A motion must be made, with a second, and then final discussion. If a motion falls, an amendment(s) could be made to further or facilitate Commission final action. After “final action” is taken, reconsideration is possible per 8.04.060(G).

DON'T BEND THE RULES FOR ONE, UNLESS YOU CHANGE THE RULES FOR ALL.

**CITY OF UNALASKA
UNALASKA, ALASKA
PLANNING COMMISSION
Regular Meeting
CHAIR AGENDA
October 17, 2013
CITY COUNCIL CHAMBERS, CITY HALL
7:00 P.M.**

The purpose of the meeting will be to consider matters brought to the attention of the Planning Commission & Platting Board and will include the following. The typical process for discussing an item is as follows:

1. Staff presentation,
2. Applicant presentation,
3. Public comments,
4. Motion/discussion/vote.

1. CALL TO ORDER

2. REVISIONS TO THE AGENDA

3. APPEARANCE REQUESTS

4. ANNOUNCEMENTS

5. MINUTES

- Regular Meeting September 19, 2013

Public Hearing Action Items:

6. Conditional Use Permit allowing for a total of 5 residential units in a General Commercial Zoning District on Lot 7, Shaishnikoff Subdivision, Addition C, Plat Number 97-01, located at 376 Steward Road. (*Owner/ Applicant: Jimmer and Alyssa McDonald Family Trust; Property ID: 06-04-320*)
7. A 12-Foot Variance allowing for 3-foot side yard setback adjacent to a Right of Way on Lot 7, Shaishnikoff Subdivision, Addition C, Plat Number 97-01, located at 376 Steward Road. (*Owner/ Applicant: Jimmer and Alyssa McDonald Family Trust; Property ID: 06-04-320*)

Regular Meeting:

8. Receipt of Platting Authority Resolution 2013-18, a resolution approving the Preliminary Plat of Tiglax Subdivision, Tract A, a subdivision of a Portion of Amended USS 58, located at 271 Biorka Drive (Bldg #616). (*Owner/Applicant: Ounalashka Corporation; Property ID: 04-03-600*)

Worksession: *No items.*

9. OTHER BUSINESS

10. ADJOURNMENT

Chair Help Sheet

Approval of Minutes Steps:

1. Open the Commission discussion by calling for a motion to approve.
2. Call for a second to the motion.
3. Commission discussion.
4. Close the Commission discussion.
5. Vote.

Public Hearing Steps:

1. Open the Public Hearing.
2. Chair calls for potential Ex Parte Communications and potential Conflicts of Interest from Commissioners.
3. Staff Presentation.
4. Ask if Commissioners have any questions of staff.
5. Applicant Presentation.
6. Ask if Commissioners have any questions for the applicant.
7. Public Testimony. (Ask person to state name for the record.)
8. Ask if Commissioners have any questions of the public.
9. Close the Public Hearing.
10. Open the Commission discussion by calling for a motion to approve Resolution 2013-xx.
11. Call for a second to the motion.
12. Commission discussion.
13. Close the Commission discussion.
14. Vote.

**CITY OF UNALASKA
UNALASKA, ALASKA
PLANNING COMMISSION MINUTES
Thursday, September 19, 2013
CITY COUNCIL CHAMBERS, CITY HALL
7:00 P.M.**

1. Call to Order:

Chair Chris Bobbitt called the meeting to order at 7:00 P.M. Chair Bobbitt requested for a moment of silence in honor of Planning Commissioner Peter Sturdivant who passed away last August 22, 2013.

Staff Present:

Erin Reinders, AICP, Planning Director
Anthony Grande, Planning Administrator

Roll Call:

Commissioners present:

Chris Bobbitt
Steven Gregory
Doanh Tran

Commissioner absent:

Vicki Williams

2. Revisions to the Agenda: None

3. Appearance Requests: None

4. Minutes:

Steven Gregory moved to approve the minutes from the August 8, 2013 meeting. There was a second. Chair Bobbitt called for a discussion or comments on the minutes. There being no comments, Chair Bobbitt called for a vote and the motion to approve the minutes was unanimous (3-0). The minutes for the August 8, 2013 meeting were adopted.

5. Announcements: None

PUBLIC HEARING ACTION ITEMS:

6. Preliminary Plat of Unalaska Tideland Survey (UTS) 103, Tract A-1 and A-2, a 6.37 acre subdivision Tract A of UTS 103, Tracts A, B, C, and D, Plat Number 2013-13 located in Captains Bay.

Chair Bobbitt opened the Public Hearing and called for any ex parte communication or conflicts of interest to be disclosed. Hearing none, the Chair called for staff presentation.

Staff explained that OSI is going through the tidelands leasing process and as part of the process they are required to submit a Tideland Subdivision Plat identifying the property that they are interested in leasing. Staff is recommending approval of Resolution 2013-14.

Chair Bobbitt asked if the Commissioners have any questions for Staff. There being none, Chair Bobbitt asked the applicant if he would like to make a presentation. The OSI representative, Jared Davis, said he have no presentation but was available to answer any questions that the Commissioners might have. Chair Bobbitt asked the Commissioners if they have any questions for Mr. Davis. Mr. Gregory asked if Mr. Davis is in agreement with the conditions of approval. Mr. Davis answered in the affirmative.

At this point Chair Bobbitt asked if there were any public testimony. Hearing none, Chair Bobbitt closed the Public Hearing and called for a motion to approve Resolutions 2013-14. Ms. Tran moved to approve Resolution 2013-14. There was a second.

Chair Bobbitt asked if there were any questions or comments from the Commissioners. Hearing none, Chair Bobbitt called for a vote and the motion passed unanimously (3-0). The motion carried and Resolutions 2013-14 was adopted.

7. Conditional Use Permit allowing for a Single Family Residential Unit in a General Commercial Zoning District on Lot 3, Block 4, USS 1992, in Unalaska Townsite located at 17 4th Street.

Chair Bobbitt opened the Public Hearing and called for any ex parte communication or conflict of interest to be disclosed. Hearing none, the Chair called for staff presentation.

Staff explained that the next two items in the Agenda are related to the same development request so both items will be discussed altogether. The property has been used the same way since the Zoning code was implemented in 1996. It is a mixed-use property, the structure is residential but it is also being used as a dispatch center for the property owner's taxicab business. The building is deteriorating and in need of repair and so the owner would like to build a new structure and eventually use it as a replacement to the old building in the property. Since this is a General Commercial District, this requires a Conditional Use Permit. Because it is General Commercial it also requires a 20-foot side and rear yard setbacks when it is adjacent to residentially zoned properties, therefore the need for a variance in order for him to build a residential unit in the property.

Staff is recommending approval of Resolution 2013-15, approving the Conditional Use Permit because it furthers the goals of the Comprehensive Plan by providing more housing and improving the condition of the property. The use of the property is compatible with the surrounding area as there are a number of General Commercial zones within the neighborhood. Staff believes no negative impact to the neighborhood. The only condition of approval is that the property owner obtains the required building permit and all other related requirements identified with the building permit process.

Chair Bobbitt asked if the Commissioners have any questions for Staff. The group agreed to discuss the resolution before moving on to another resolution from the same applicant. It was generally agreed that since there is no mixed-use zone in the city's code property owners have

to have a conditional use to run a business in a Residential district or a conditional use to build a dwelling unit in a General Commercial district. It was also discussed that the current zoning for the property is appropriate for the intended use and is compatible with the rest of the surrounding area.

Chair Bobbitt asked the applicant if he would like to do a presentation. Mr. Tim Moyer informed the Commission that the shed in the corner of his property that shows in the map near the property line has long been demolished. He planned for the location of the building with 10-foot setbacks as he was not aware that his current zoning calls for a 20-foot side and rear yard setbacks in these specific situations.

Chair Bobbitt asked the Commissioners if they have any questions for Mr. Moyer. Hearing none, Chair Bobbitt asked if there were any public testimony. Hearing none, Chair Bobbitt closed the Public Hearing and called for a motion to approve Resolutions 2013-15. Mr. Gregory made the motion to approve Resolution 2013-15. There was a second.

Chair Bobbitt asked if there were any questions or comments from the Commissioners. Hearing none, Chair Bobbitt called for a vote and the motion passed unanimously (3-0). The motion carried and Resolutions 2013-15 was adopted.

8. A 10-Foot Variance allowing for 10-foot side and rear yard setbacks on Lot 3, Block 4, USS 1992, in Unalaska Townsite located at 17 4th Street.

Chair Bobbitt opened the public hearing and called for any ex parte communication or conflict of interest to be disclosed. Hearing none, the Chair called for staff presentation.

Staff stated that the resolution is correlated with the previously discussed Resolution 2013-15 and the facts of the case are the same. Staff recommends approval of the resolution based on the same argument that it furthers the goals of the Comprehensive Plan and it has no negative impact on the surrounding area.

Chair Bobbitt asked if there were any questions from the Commissioners for Staff. Mr. Gregory raised the concern that the variance would run with the land and what would happen if in the future the property is sold and the house is remodeled into a shop. Staff explained that remodeling would require a building permit and that possible impact may be addressed during that process.

Chair Bobbitt asked if there were any questions for Mr. Moyer. Hearing none, Chair Bobbitt asked if anyone from the public would like to comment on the matter. Hearing none, Chair Bobbitt moved to close the Public Hearing and called for a motion to approve Resolutions 2013-16. Ms. Tran made the motion to approve Resolution 2013-16. There was a second.

Chair Bobbitt asked if there were any questions or comments from the Commissioners. Hearing none, Chair Bobbitt called for a vote and the motion passed unanimously (3-0). The motion carried and Resolutions 2013-16 was adopted.

9. A 7.5-Foot Variance allowing for a 2.5-foot front yard setback on Tract B1, Little South America Subdivision, Number 2, Plat 2010-10 located on Henry Swanson Drive.

Chair Bobbitt opened the public hearing and called for any ex parte communication or conflict of interest to be disclosed. Ms. Doanh Tran stated that she has a conflict of interest and recused herself.

Chair Bobbitt informed the applicant that he has the option to wait for another Public Hearing in-front of a full Planning Commission Board or to go ahead with a short Board. The applicant signified that he would like the board to hear Sea Aleutian Seafoods' variance application.

Staff explained that the application was for a seafood packaging facility in a site with an existing foundation and a partial structure. They plan to expand the structure and this would require building on the existing foundation, which is short of the 10-foot minimum setbacks required by code. The applicant would need a variance to make use of the existing foundation and structure on the property. Although this structure and foundation is an existing nonconforming structure, its alteration would require a variance.

Staff recommends the approval of the Resolution 2013-17 because the application, with the conditions outlined in the resolution, meets the tests of code. Staff finds that the existing structure prevents the applicant from putting it into good use without a variance. Development of the existing structure and foundation is in accordance with the Comprehensive Plan's goal to have more developable land in Unalaska. Public Works' concern regarding snow shedding into the roadway as a result of the less-than-minimum setback can be mitigated by the conditions of approval of the resolution.

Chair Bobbitt asked if there were any questions from the Commissioners for Staff. Mr. Gregory asked if the nonconforming status of the foundation negates the need for a variance. Staff explained this is an expansion and a nonconforming status only applies as long as the structure is not changed or in this case expanded.

Chair Bobbitt asked the applicant if he would like to speak on this item. Ms. Tran, representing Sea Aleutian Seafoods, informed the Commission that the applicants, together with OC and Tyler Zimmerman, met with the different City Departments to make sure that the building would not be a safety concern. She asked Commission to support the resolution so they can start with the building before winter comes.

Chair Bobbitt asked if there were any more questions from the Commissioner. Chair Bobbitt asked if the applicant plan to extend beyond the structure's footprint and asked about the parking requirements. The applicant stated that they are going to build on the footprint of the existing foundation. The location of this foundation is not a result of the applicant's actions or activity. Regarding the parking plan, Mr. Zimmerman informed the Commission that the required eight parking spaces will likely be situated on the north end of the building.

Chair Bobbitt asked if anyone from the public would like to comment on this item. Hearing none, Chair Bobbitt closed the Public Hearing and made the motion to approve Resolution 2013-17. There was a second.

Chair Bobbitt asked if there were any questions or comments from the Commissioners. Hearing none, Chair Bobbitt called for a vote and the motion passed unanimously (2-0). The motion carried and Resolutions 2013-17 was adopted.

REGULAR MEETING: None

OTHER BUSINESS: None

ADJOURNMENT:

Chair Bobbitt adjourned the meeting at 7:36 P.M.

PASSED AND APPROVED THIS _____ DAY OF _____ 2013 BY THE CITY OF UNALASKA, ALASKA PLANNING COMMISSION.

Chris Bobbitt
Chair

Date

Erin Reinders, AICP
Recording Secretary

Date

Prepared by Veronica De Castro and Erin Reinders, Planning Department

JIMMER & ALYSSA MCDONALD FAMILY TRUST
CONDITIONAL USE PERMIT APPLICATION

**City of Unalaska, Alaska
Planning Commission/Platting Board
Staff Report**

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO ALLOW FIVE RESIDENTIAL
UNITS ON LOT 7, SHAISHNIKOFF SUBDIVISION C, P-97-01, ALEUTIAN ISLANDS RECORDING
DISTRICT, LOCATED AT 376 STEWARD ROAD**

Project Information	
Land Owner	Jimmer & Alyssa McDonald Family Trust
Applicant	Alyssa McDonald
Location	376 Steward Road
Property Identification	06-04-320
Application Type	Conditional Use Permit
Project Description	Request to allow renovation of existing shop into residential 4-plex and construct a new shop with one residential unit.
Zoning	General Commercial
Exhibits	Draft Resolution 2013-19, Conditional Use Permit Application, Supplemental Materials, Resolution 98-10, Location Map
Staff Recommendation	Approval of Resolution 2013-19 with associated conditions

PLAN GUIDANCE

1. Community Visions for the Future: Unalaska 2010-2020 identifies the following vision for the future as part of the Unalaska Comprehensive Plan 2020:
 - More housing – and more affordable housing – would be created within the City limits. This is “the key to our future,” without which Unalaska will not be able to retain its current residents or accommodate additional residents. Therefore, over the next ten years it will be essential to make more land available for the development of quality, affordable housing.
2. The Unalaska Comprehensive Plan 2020 – Housing Plan identifies several goals including:
 - Goal #3: Expand the supply of rental housing
 - Goal #9: Ensure that zoning and all regulatory and permit processes support the redevelopment of in-fill lots and new subdivisions for new housing development

CODE REQUIREMENTS

1. According to UCO §8.12.070, the General Commercial district is intended to provide primarily for the general retail sales, service, and repair activities of the community. It is also to provide locations for professional offices, certain commercial/lighter industrial and warehousing offices, and structures that are not dependent on direct access to a waterbody.
2. According to UCO §8.12.070, the General Commercial district allows for residential dwelling units as a conditional use.
3. UCO §8.12.200(C) states that at a public hearing, the Planning Commission is to determine that the conditional use meets the following three tests and may apply site or development conditions, pursuant to UCO §8.12.200(D)(2), in order to ensure that the three tests are met.
 1. Furthers the goals and objectives of the Comprehensive Development Plan; and
 2. Will be compatible with existing and planned land uses in the surrounding neighborhood and with the intent of its use district; and
 3. Will not have a permanent negative impact substantially greater than anticipated from permitted development within the district.

BACKGROUND

1. Currently, the building at 376 Steward Road contains a welding shop and one residential unit used as employee housing. Planning Commission Resolution 98-10 approved that employee housing unit in the commercial building on the General Commercial property.
2. The applicant plans to build a new commercial structure on the same lot and move the welding business to it, again with an employee housing unit in the new commercial structure.
3. The applicant plans to convert the existing structure into a residential 4-plex.
4. The surrounding area is primarily residential while this property has been identified for higher-intensity use, as a General Commercial district.
5. The immediate surroundings are single family and duplex properties, but there is a cluster of 4-plex buildings on Steward Road just to the south of the applicant's property.
6. The property in question is 15,762 square feet, over 50% larger than the minimum lot size, indicating that it is large enough for these uses.
7. The parking requirement for the 4-plex is nine spaces, and the new shop building will require three spaces. The nine spaces for the 4-plex are shown, but it is unclear whether they sufficient and satisfy code requirements. Since this project will likely be phased, with the 4-plex being constructed first, the nine spaces should be clearly demonstrated prior to construction.

FINDINGS

The purpose of the conditional use permit is to allow for a specific use to be examined on a case-by-case basis with consideration to the uniqueness of the situation and public testimony. The Planning Commission is to approve the request when it finds that the three-part test is satisfied. Staff finds that if conditions are applied, then all three tests are met, as follows.

1. The proposed development associated with this conditional use application furthers the objectives of the Comprehensive Plan by providing four additional housing units, capitalizing on existing resources to provide that housing.
2. The proposed development associated with this conditional use application is compatible with the surrounding land uses and neighborhood character, which is residential with some 4-plexes in the vicinity.
3. In order to ensure that the proposed development associated with this conditional use application will not have any substantial negative impact on the community, several conditions of approval are recommended. The residential unit in the new commercial structure shall be reserved for employees only and both buildings will be subject to state fire marshal review in order to ensure the safety of the residential units. Also a parking plan and detailed site plan will be submitted to the Director of Planning prior to issuance of the conditional use permit. These have been added as a condition of approval in Resolution 2013-19. With these conditions, staff believes that the impact on the community will be no greater than expected from a permitted use.

RECOMMENDATION

In accordance with the standards outlined in Unalaska City Code of Ordinances Chapter 8.12 (Zoning), the City of Unalaska Department of Planning, in concert with the City's Developmental Review team, recommends that the Planning Commission approve the conditional use request with the associated conditions of approval identified in Resolution 2013-19.

**City of Unalaska, Alaska
Planning Commission/Platting Board
Resolution 2013-19**

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO ALLOW FIVE
RESIDENTIAL UNITS ON LOT 7, SHAISHNIKOFF SUBDIVISION C, P-97-01, ALEUTIAN
ISLANDS RECORDING DISTRICT, LOCATED AT 376 STEWARD ROAD**

WHEREAS, UCO §8.12.200 sets forth the procedures for the taking action on a conditional use application; and

WHEREAS, the applicant, Alyssa McDonald, is currently the owner of the property at Lot 7, Shaishnikoff Subdivision C (06-04-320); and

WHEREAS, the subject property is zoned General Commercial; and

WHEREAS, the applicant has proposed to construct a new commercial building with one residential unit to replace the existing mixed use building, which will be converted to a residential 4-plex; and

WHEREAS, the City of Unalaska Departments of Planning, Public Works, Public Utilities and Public Safety have reviewed the request; and

WHEREAS, the creation of additional housing is desirable from the standpoint of public interest, as identified in the Unalaska Comprehensive Plan 2020; and

WHEREAS, notices of the public hearing were posted and mailed; and

WHEREAS, the City of Unalaska Planning Commission held a public hearing on October 17, 2013 to consider this request and to hear testimony of the public, and

WHEREAS, the Planning Commission reviewed the application and finds that this conditional use request for five residential units satisfies the three part test set forth in UCO §8.12.200(C):

1. Furthers the goals and objectives of the Comprehensive Plan;
2. Will be compatible with existing and planned land uses in the surrounding neighborhood and with the intent of its use district; and
3. Will not have a permanent negative impact substantially greater than anticipated from permitted development within the district.

THEREFORE BE IT RESOLVED, that the Planning Commission approves the conditional use for five residential units on Lot 7 of Shaishnikoff Subdivision C at 376 Steward Road with the following conditions of approval:

1. The proposed new shop building is limited to one residential unit, which shall be reserved for employees of the business operating in that structure. The renovated existing building will contain no more than four residential units.
2. Approval from the state fire marshal will be obtained for both proposed structures in this development prior to issuance of a building permit for either.
3. Prior to the issuance of this conditional use permit, a detailed site plan, which includes scale drawings of all existing and proposed buildings and nine parking spaces, will be approved by the Director of Planning. The site plan and parking plan must adequately consider the topography of the site.

This resolution approves the conditional use only as it applies to the specific site plan submitted with the application, shown in Attachment A, and becomes effective if there are no appeals within ten (10) working days from the decision date, as outlined in UCO §8.12.200(E).

APPROVED AND ADOPTED THIS _____ DAY OF _____, 2013, BY THE
PLANNING COMMISSION OF THE CITY OF UNALASKA, ALASKA.

Chris Bobbitt, Chair

Erin Reinders, AICP, Secretary

Open letter to the Planning Commission

To clarify, Jimmer and I are requesting a move of the current Conditional Use permit, which was established in Resolution 98-10. The reason for this request is that we have ascertained, that there is a severe shortage of affordable housing in Unalaska. We propose these two requests in order to allow us to build a new, smaller, energy efficient and updated shop at the Southeast side of this property. Additionally, we would like to add 3 more apartment units and dry storage to the existing building.

Attached is a plat map that gives a proposed location of the new shop with setbacks that are consistent with city code. This proposed location is not set in stone and a surveyor has been contacted to assist us to locate original property boundaries, thus allowing for maximum use of the property and ample parking for an adjacent 4 plex.

The original building was next to a public access road that has a bit of history to it.

As the building sits, it was already in need of a grandfathered clause for variance, as the Southwest wall of the shop was only 3 or 4 feet from the public access for the Shaishnikoff subdivision. We are not aware if there was ever a variance on record for Johnny Moller, the previous owner of the property, or whether it was just "grandfathered" in as OK, due to the age of the building and the way that the lots were subdivided.

Our request today is twofold:

1. To have a variance which allows for the addition of the arctic entry of the southwest corner to be within 15 feet of the property line to the public easement.
2. To obtain a move of the conditional use to the new proposed shop sight. We would like to be able to have the current shop designated as a medium density residential property, which will allow us to obtain backing by a financial institution to provide funds to complete the renovations to the existing shop, and to allow us the construction funds to build a new pad and warehouse at the southeast side of our lot.

Thank you for your consideration.

Sincerely

Kathleen "Alyssa" and Malcolm "Jimmer" McDonald
"Jimmer and Alyssa McDonald Family Trust"

APPLICATION FOR VARIANCE/CONDITIONAL USE
CITY OF UNALASKA, ALASKA

DATE: _____ FEE: _____ PERMIT NO.: _____

The undersigned hereby applies to the City of Unalaska for approval of the following as per Title Sections 8.12.200 UCO (Conditional Use) and 8.12.210 UCO (Variance).

Property Owner: JIMMER & ALYSSA MCDONALD FAMILY TRUST

Property Owner Address: P.O. BOX 920452

Street Address of Property: 376 STEWARD RD.

Applicant's Name: ALYSSA MCDONALD

Mailing Address: P.O. BOX 920452

Contact Name: ALYSSA MCDONALD

Home Phone: 581-1386

Work Phone: 581-2386

Request for : Variance X Conditional Use

Type of Request: Residential X Commercial

Current Zone Designation: COMMERCIAL

LEGAL DESCRIPTION: (Fill in applicable blanks)

Tax Lot ID No.: 06-04-320

Lot: 7 Block: SUB.ADD C Tract: _____

Subdivision: SHAISHNIKOFF USS: _____

Section(s): _____ Township: _____ Range: _____

Brief Description of Request: (attach additional information if necessary)

Request for a variance to allow for a smaller lot size than the minimum required by the zoning ordinance. The lot is currently 10,000 sq. ft. and the minimum required is 12,000 sq. ft. The variance is requested for the purpose of allowing the lot to be used for residential purposes.

ATTACH SITE PLAN (TO SCALE): Please show all existing and proposed structures, access, dimensions and parking.

PLEASE NOTE: All applications must be received fifteen (15) days prior to the next regular meeting of the Planning Commission as per Section 8.12.200(A)(2) and Section 8.12.210(B)(2) UCO. The Department of Planning will provide an examination of the City of Unalaska Real Property Tax Roll indicating that the signature of the landowner on the application form is in fact the latest owner of record. The Department of Planning will mail a notice of the public hearing to all landowners of record within 300 feet of the proposed request as shown in the City of Unalaska Real Property Tax Rolls.

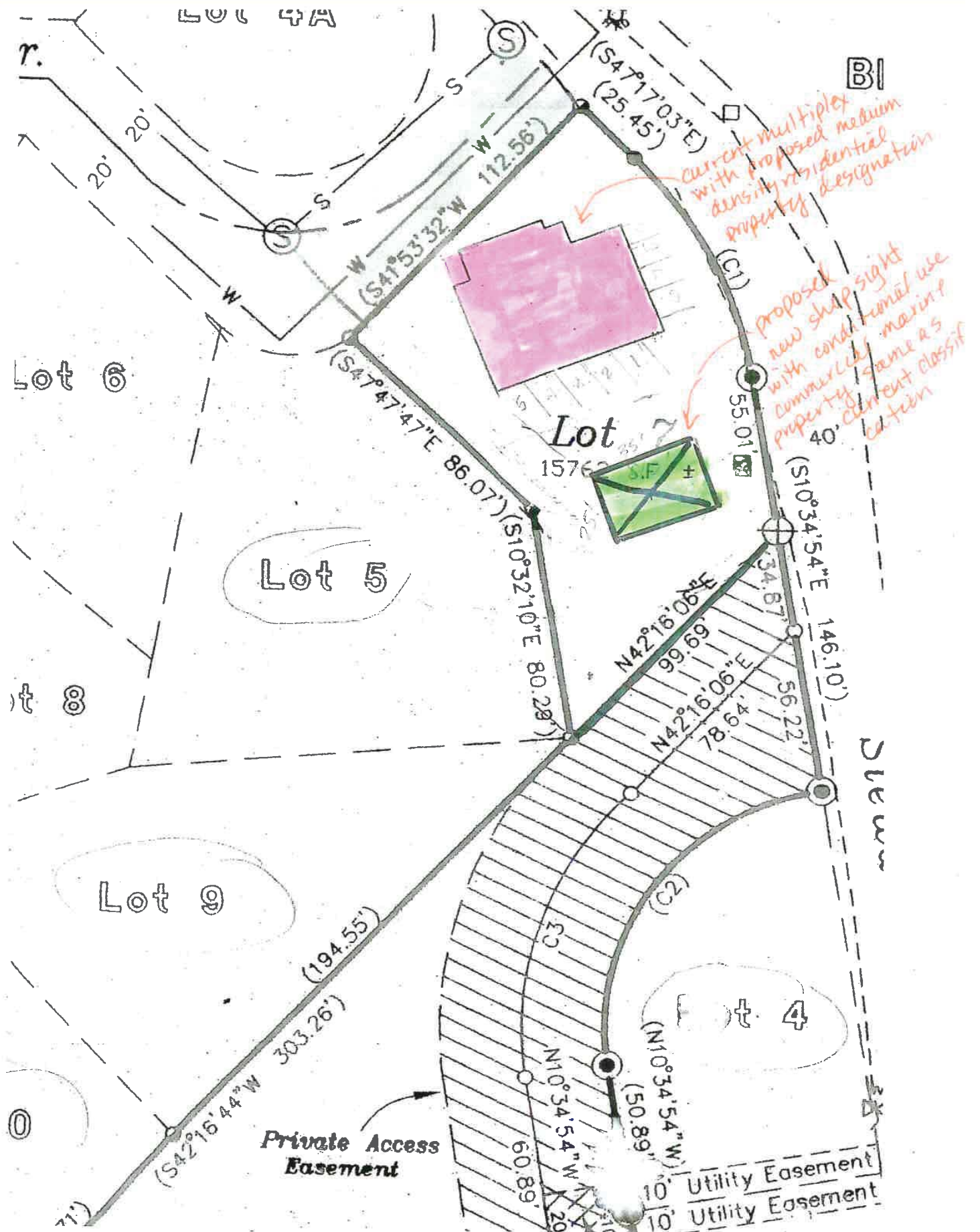
ANY MATERIALS YOU WISH THE PLANNING COMMISSION TO REVIEW DURING THE SCHEDULED PUBLIC HEARING MUST BE PROVIDED TO THE DEPARTMENT OF PLANNING **ONE WEEK** PRIOR TO THE PUBLIC HEARING DATE

CERTIFICATION:

I hereby certify that (I Am) (I have been authorized to act for) the owner of the property described above and that I desire a (variance/conditional use) for this property in conformance with the Title 8, UCO and hereby dispose and say that all of the above statements are true. I am familiar with the code requirements and certify that to the best of my knowledge, belief and professional ability, that this application meets them. I understand that payment of the (variance/conditional use) fee is non-refundable and is to cover costs associated with the processing of this application and that it does not assure approval of the request.

Signature

Date _____



City of Unalaska
Unalaska, Alaska
Planning Commission Resolution 98-10

A RESOLUTION OF THE CITY OF UNALASKA PLANNING COMMISSION
(APPROVING) (~~DISAPPROVING~~) THE REQUEST FROM JIMMER MCDONALD FOR A
CONDITIONAL USE A RESIDENTIAL DWELLING UNIT WITHIN THE EXISTING
STRUCTURE LOCATED ON LOT 7, SHAISHNIKOFF SUBDIVISION ADDITION 'C',
WHICH IS CURRENTLY ZONED GENERAL COMMERCIAL

WHEREAS, the existing facility has been partially remodeled for a residential dwelling unit;
and

WHEREAS, the Department of Planning staff mail notices to all property owners within 300
feet of the property and received one response concerning the Conditional Use request; and

WHEREAS, the applicant provided letters of approval from various neighbors in the proposed
area; and


WHEREAS, the Planning Commission conducted a public hearing on May 13, 1998 to hear
the testimony of the applicant, City staff and to consider the testimony of the Public; and

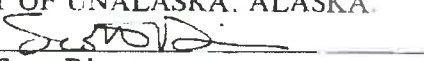
NOW THEREFORE BE IT RESOLVED, That the Planning Commission (APPROVES)
(~~DISAPPROVES~~) the request from Jimmer McDonald for a conditional use for a residential
dwelling unit within the existing structure located on Lot 7, Shaishnikoff Subdivision Addition
'C', which is currently zoned General Commercial with the following conditions:

- The tenant of the dwelling unit will be employed by the welding business operating
within the structure.

If approved, said approval of the Conditional Use request is given for the attached site and/or
floor plans. This Conditional Use becomes effective if there are no appeals within the ten (10)
working days after the public hearing, as outlined in Section 8.12.190(E) UCO.

PASSED AND APPROVED THIS 13th DAY OF May 1998, BY THE
PLANNING COMMISSION OF THE CITY OF UNALASKA, ALASKA.


Russell Sinnott
Chairman


Scott Diener
Secretary

MAC ENTERPRISES

□ = 1 sq. ft.

54108

12

Kitchen

8

Bedroom

8

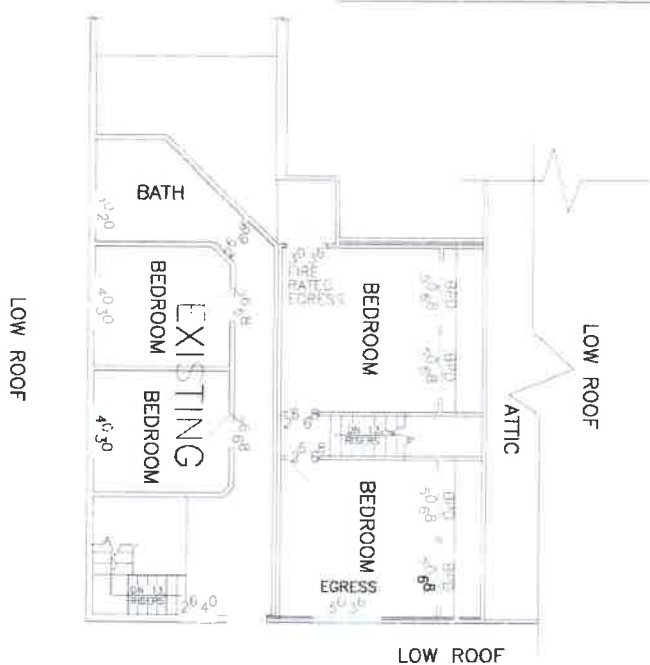
Bathroom

6

OFFICE



1 FIRST FLOOR PLAN
OP3 SCALE 1/8" = 1'-0"

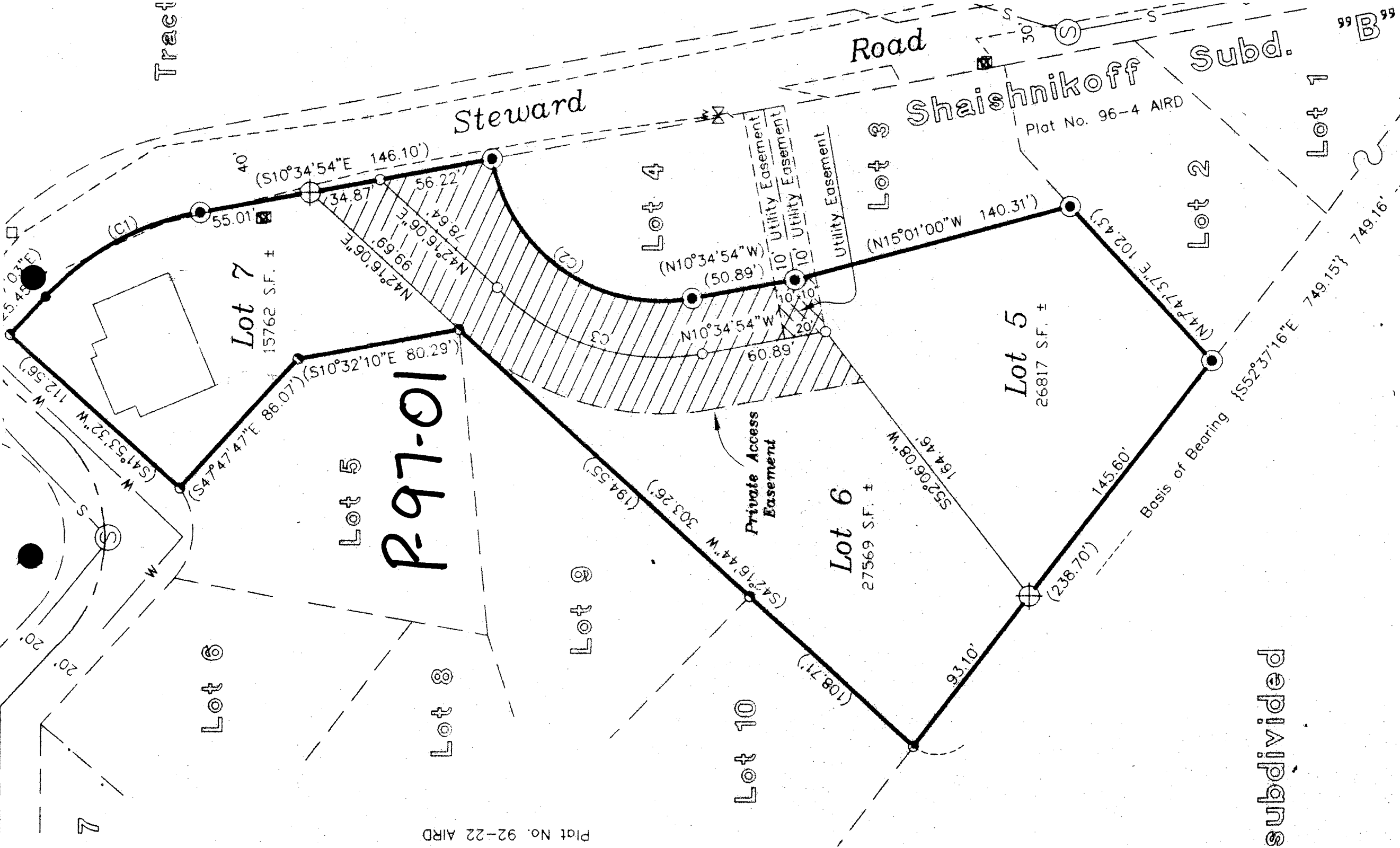


2 SECOND FLOOR PLAN
OP3 SCALE 1/8" = 1'-0"

REVIEWS				BILL MUNKELBERGER DRAFTING			
				PC 0001 001-0011 PC 0001 001-0010			
DATE	BY	DESCRIPTION	PROJECT	DATE	BY	DESCRIPTION	PROJECT
10/10/10	WJ		LIKE A HOUSE	10/10/10	WJ		WINDMILL RENOVATION
			CONTRACTOR				WINDMILL RENOVATION
			OWNER				WINDMILL RENOVATION
			BY				WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION
							WINDMILL RENOVATION

Tract

Plot No. 92-22 AIRD



subdivided

99 B 99

376 Steward Road



67 ft



The City of Unalaska uses the most current and complete data available. However, GIS data and product accuracy may vary. GIS data and products may be developed from sources of differing accuracy, accurate only at certain scales, based on modeling or interpretation, incomplete while being created or revised, etc. The City of Unalaska reserves the right to correct, update, modify, or replace, GIS products without notification. The City of Unalaska cannot assure the accuracy, completeness, reliability, or suitability of this information for any particular purpose. Using GIS data for purposes other than those for which they were created may yield inaccurate or misleading results. The recipient may neither assert any proprietary rights to this information nor represent it to anyone as other than City Government-produced information. The City of Unalaska shall not be liable for any activity involving this information with respect to lost profits, lost savings or any other consequential damages.

Powered by
VANTAGEPOINTS

JOHN MOLLER
P.O. Box 32425
Juneau, AK 99803

JOHN MOLLER
P.O. Box 32425
Juneau, AK 99803

JOHN MOLLER
P.O. Box 32425
Juneau, AK 99803

JIMMER & ALYSSA MCDONALD
P.O. Box 920452
Dutch Harbor, AK 99692

RUTH SHAISHNIKOFF
P.O. Box 23
Unalaska, AK 99685

RUTH SHAISHNIKOFF
P.O. Box 23
Unalaska, AK 99685

RUTH SHAISHNIKOFF
P.O. Box 23
Unalaska, AK 99685

RUTH SHAISHNIKOFF
P.O. Box 23
Unalaska, AK 99685

RUTH SHAISHNIKOFF
P.O. Box 23
Unalaska, AK 99685

RUTH SHAISHNIKOFF
P.O. Box 23
Unalaska, AK 99685

TIMOTHY LEKANOFF
P.O. Box 133
Unalaska, AK 99685

GREG & ANA MOYER
P.O. Box 920474
Dutch Harbor, AK 99692

CURTIS P AND DARLENE A
P.O. Box 920557
Dutch Harbor, AK 99692

CURTIS P AND DARLENE A
P.O. Box 920557
Dutch Harbor, AK 99692

EDWARD & HELEN HAMMOND
P.O. Box 4
Unalaska, AK 99685

TAX RECEIPT, DFW 4-3 ALASKA
1 CoreLogic Drive
Westlake, TX 76262

CURTIS P AND DARLENE A
P.O. Box 920557
Dutch Harbor, AK 99692

CESAR& CLAIRE FERNANDEZ
P.O. Box 920504
Dutch Harbor, AK 99692

BILL RECEIPT, DFW 4-3
1 Corelogic Drive
Westlake, TX 76262

JIMMER & ALYSSA MCDONALD FAMILY TRUST
VARIANCE APPLICATION

**City of Unalaska, Alaska
Planning Commission/Planning Board
Staff Report**

A RESOLUTION APPROVING A VARIANCE FOR A SIDE YARD REDUCTION FROM 15 FEET TO 3 FEET TO ALLOW FOR RENOVATION OF AN EXISTING BUILDING ON LOT 7, SHAISHNIKOFF SUBDIVISION C, P-97-01, ALEUTIAN ISLANDS RECORDING DISTRICT, LOCATED AT 376 STEWARD ROAD

Project Information	
Land Owner	Jimmer and Alyssa McDonald Family Trust
Applicant	Alyssa McDonald
Location	376 Steward Road
Property Identification	06-04-320
Application Type	Variance for Development
Project Description	Request to allow renovation of existing shop and addition of arctic entry with side setback of 3 feet. The current building is 5 feet from the side lot line.
Zoning	General Commercial
Exhibits	Draft Resolution 2013-20, Variance Application and Supplemental Materials, Location Map
Staff Recommendation	Approval of Resolution 2013-20

PLAN GUIDANCE

- Community Visions for the Future: Unalaska 2010-2020 identifies the following vision for the future as part of the Unalaska Comprehensive Plan 2020:
 - More housing – and more affordable housing – would be created within the City limits. This is “the key to our future,” without which Unalaska will not be able to retain its current residents or accommodate additional residents. Therefore, over the next ten years it will be essential to make more land available for the development of quality, affordable housing.
- The Unalaska Comprehensive Plan 2020 – Housing Plan identifies several goals including:
 - Goal #3: Expand the supply of rental housing
 - Goal #9: Ensure that zoning and all regulatory and permit processes support the redevelopment of in-fill lots and new subdivisions for new housing development

CODE REQUIREMENTS

- According to UCO §8.12.070(G)(2), a 15-foot side yard is required in the General Commercial district if the side in question faces a right-of-way.
- According to UCO §8.12.180(B), a nonconforming structure of record must not be in violation of the zoning code following any alteration. The definition of “alteration” includes any enlargement, addition, or change of use, according to UCO §8.6.020(A)(15).
- UCO §8.12.210 outlines the variance request process including the following:
 - The Planning Commission, after public hearings, may vary or modify requirements of this chapter where strict application would cause an undue or unnecessary hardship.
 - Variances will be dimensional in nature and may be limited to requirements governing yards, lot dimensions and coverage, heights, and parking areas.
 - In granting a variance, the Planning Commission may attach conditions which it finds necessary to protect the best interests of the surrounding property or vicinity, and to otherwise achieve the purpose of this chapter.
 - The Planning Commission approves an application for a variance by finding:

- (1) *Special conditions that require the variance are not caused by the person seeking the variance and that exceptional or extraordinary circumstances apply to the property which do not apply generally to other properties in the same zoning district, and result from lot size, shape, topography, or other circumstances over which the applicant has no control. An argument of “financial hardship” when defined as causing a developer to spend more than he is willing to in order to conform, is not an over-riding factor in the granting of a variance;*
- (2) *That the variance is necessary for the preservation of a property right of the applicant substantially the same as is possessed by other landowners in the same zoning district;*
- (3) *That the granting of the variance will not materially affect the health or safety of persons residing or working in the neighborhood and will not be materially detrimental to the public welfare or injurious to property or improvements in the neighborhood; and*
- (4) *That the variance will not be materially detrimental to the intent of this chapter, or to properties in the same zoning district in which the property is located, or otherwise conflict with the objectives of the Comprehensive Plan and the variance requested is the minimum variance which would alleviate the hardship.*

BACKGROUND AND ANALYSIS

1. Currently, the building at 376 Steward Road contains a welding shop and one residential unit used as employee housing. The applicant plans to move the business and employee housing to another building on the property, converting this existing building into a 4-plex residential building.
2. The side yard setback requirement is 15 feet because it is facing a right-of-way. After the building was constructed, the right-of-way was platted within 5 feet of the building, making it a nonconforming structure of record, as shown on P-97-01 (Note 1).
3. Alteration of the building requires a variance for the nonconformity. In order to accommodate the proposed residential use, the applicant intends to construct an arctic entry that will reduce the side setback to 3 feet.
4. It is important to note that the right-of-way adjacent to this property is not used as a travelway, although the city maintains the right to grade the land and convert it to a public street, as it is legally platted right-of-way. At the moment, the right-of-way is being used as private storage, including a mobile structure used by the applicant as an office.
5. It is unclear how far the applicant’s mobile structure is from the proposed edge of the building, but it is important to maintain a ten-foot distance between buildings in the interest of public safety.
6. The applicant’s property is a uniquely shaped lot, part of which is allowed by the applicant to be used as a private road to access neighboring properties, limiting the usable space on the lot. Because the public uses the applicant’s property, rather than the public right-of-way, the applicant is burdened with less buildable space.

FINDINGS

The purpose of a variance is to grant relief to an applicant when a requirement causes an undue or unnecessary hardship. In order to be granted, a variance request must meet the four tests of code identified in UCO Section 8.12.210(E) listed above. Staff finds that all four tests are met as follows.

1. Staff finds that the granting of this variance is in response to unique existing circumstances faced by the applicant on this property. It would be an unreasonable burden for the applicant to meet setback requirements by removing the structure and rebuilding it in conformance with the code.
2. Staff finds that the granting of this variance protects the right of the property owner to develop and renovate the property without unreasonable and disproportionate burden.
3. Staff recommends attaching the condition of approval outlined in Resolution 2013-20, stating that the mobile structure must not be within 10 feet of the proposed 4-plex, even though it is across the property line and on a public right-of-way. This will guarantee that a distance will be maintained between structures that promotes public health and safety. Prior to issuance of a building permit, the Director of Planning will need to approve documentation of the 10 foot separation.

4. Staff finds that the granting of this variance does not conflict with the goals of the Comprehensive Plan, but rather it supports the need for increased housing in the community by allowing the conversion of a nonconforming structure into a residential building.

RECOMMENDATION

In accordance with the standards outlined in Unalaska City Code of Ordinances Chapter 8.12 (Zoning), the City of Unalaska Department of Planning, in concert with the City's Developmental Review team, recommends approval of this variance with the conditions identified in Resolution 2013-20.

**City of Unalaska, Alaska
Planning Commission/Platting Board
Resolution 2013-20**

A RESOLUTION APPROVING A VARIANCE FOR A SIDE YARD REDUCTION FROM 15 FEET TO 3 FEET TO ALLOW FOR RENOVATION OF AN EXISTING BUILDING ON LOT 7, SHAISHNIKOFF SUBDIVISION C, P-97-01, ALEUTIAN ISLANDS RECORDING DISTRICT, LOCATED AT 376 STEWARD ROAD

WHEREAS, UCO §8.12.210 sets forth the procedures and requirement for variances for development projects; and

WHEREAS, the applicant, Alyssa McDonald, is currently the owner of the property at Lot 7, Shaishnikoff Subdivision C (06-04-320); and

WHEREAS, the subject property is zoned General Commercial; and

WHEREAS, the current front yard requirement of 15 feet prevents the effective use of the existing building at 376 Steward Road because it is only 5 feet from the lot line and the arctic entry required for renovation would be only 3 feet from the lot line; and

WHEREAS, the applicant has submitted a variance request to allow for a front yard reduction to 3 feet to allow for renovation of the existing building at 376 Steward Road; and

WHEREAS, the City of Unalaska Departments of Planning, Public Works, Public Utilities and Public Safety have reviewed the request; and

WHEREAS, the creation of additional housing is desirable from the standpoint of public interest, as identified in the Unalaska Comprehensive Plan 2020; and

WHEREAS, notices of the public hearing were posted and mailed; and

WHEREAS, the Planning Commission/Platting Board conducted a public hearing on October 17, 2013 in order to consider the testimony of the public; and

WHEREAS, the Planning Commission finds the Variance to be in accordance with the following tests of code:

- Special conditions that require the variance are not caused by the person seeking the variance and that exceptional or extraordinary circumstances apply to the property which do not apply generally to other properties in the same zoning district, and result from lot size, shape, topography, or other circumstances over which the applicant has no control. An argument of “financial hardship” when defined as causing a developer to spend more than he is willing to in order to conform, is not an over-riding factor in the granting of a variance;
- That the variance is necessary for the preservation of a property right of the applicant substantially the same as is possessed by other landowners in the same zoning district;
- That the granting of the variance will not materially affect the health or safety of persons residing or working in the neighborhood and will not be materially detrimental to the public welfare or injurious to property or improvements in the neighborhood; and

- That the variance will not be materially detrimental to the intent of this chapter, or to properties in the same zoning district in which the property is located, or otherwise conflict with the objectives of the Comprehensive Plan and the variance requested is the minimum variance which would alleviate the hardship.

WHEREAS, UCO §8.12.210(A) allows the Planning Commission to attach conditions, which it finds necessary to protect the best interests of the surrounding property or vicinity, and to otherwise achieve the purpose of this chapter.

NOW THEREFORE BE IT RESOLVED, that in accordance with UCO §8.12.210, the Planning Commission grants a variance for a side yard reduction from 15 feet to 3 feet to allow for renovation of the building on Lot 7, Shaishnikoff Subdivision C, at 376 Steward Road with the following condition:

1. The applicant's building permit for this project will include documentation, to be approved by the Director of Planning, showing that no edge of the proposed residential 4-plex will be within 10 feet of the applicant's mobile structure in the adjacent right-of-way.

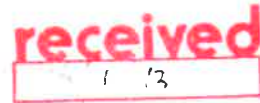
This resolution approves the variance from the zoning code only as it applies to the specific site plan submitted with the application, shown in Attachment A, and becomes effective if there are no appeals within ten (10) working days from the decision date, as outlined in UCO §8.12.210(F).

PASSED AND APPROVED THIS _____ DAY OF _____, 2013, BY THE
PLANNING COMMISSION OF THE CITY OF UNALASKA, ALASKA.

Chris Bobbitt
Chair

Erin Reinders, AICP
Recording Secretary

APPLICATION FOR VARIANCE/CONDITIONAL USE
CITY OF UNALASKA, ALASKA



DATE: 10/1/12

FEE: _____

PERMIT NO.: _____

The undersigned hereby applies to the City of Unalaska for approval of the following as per Title Sections 8.12.200 UCO (Conditional Use) and 8.12.210 UCO (Variance).

Property Owner: JIMMER & ALYSSA MCDONALD FAMILY TRUST

Property Owner Address: P.O. BOX 920452

Street Address of Property: 376 STEWARD RD.

Applicant's Name: ALYSSA MCDONALD

Mailing Address: P.O. BOX 920452

Contact Name: ALYSSA MCDONALD

Home Phone: 581-1386

Work Phone: 581-2386

Request for : ☒ Variance

☐ Conditional Use

Type of Request: ☐ Residential ☒ Commercial

Current Zone Designation: COMMERCIAL

LEGAL DESCRIPTION: (Fill in applicable blanks)

Tax Lot ID No.: 06-04-320

Lot: 7 Block: SUB.ADD C Tract: _____

Subdivision: SHAISHNIKOFF USS: _____

Section(s): _____ Township: _____ Range: _____

Brief Description of Request: (attach additional information if necessary)

Requesting a variance to allow for a smaller lot size than the minimum required by the zoning ordinance. The lot is currently 10,000 sq. ft. and the minimum required is 12,000 sq. ft. The variance is requested for the purpose of allowing the lot to be used for a residential purpose.

ATTACH SITE PLAN (TO SCALE): Please show all existing and proposed structures, access, dimensions and parking.

PLEASE NOTE: All applications must be received fifteen (15) days prior to the next regular meeting of the Planning Commission as per Section 8.12.200(A)(2) and Section 8.12.210(B)(2) UCO. The Department of Planning will provide an examination of the City of Unalaska Real Property Tax Roll indicating that the signature of the landowner on the application form is in fact the latest owner of record. The Department of Planning will mail a notice of the public hearing to all landowners of record within 300 feet of the proposed request as shown in the City of Unalaska Real Property Tax Rolls.

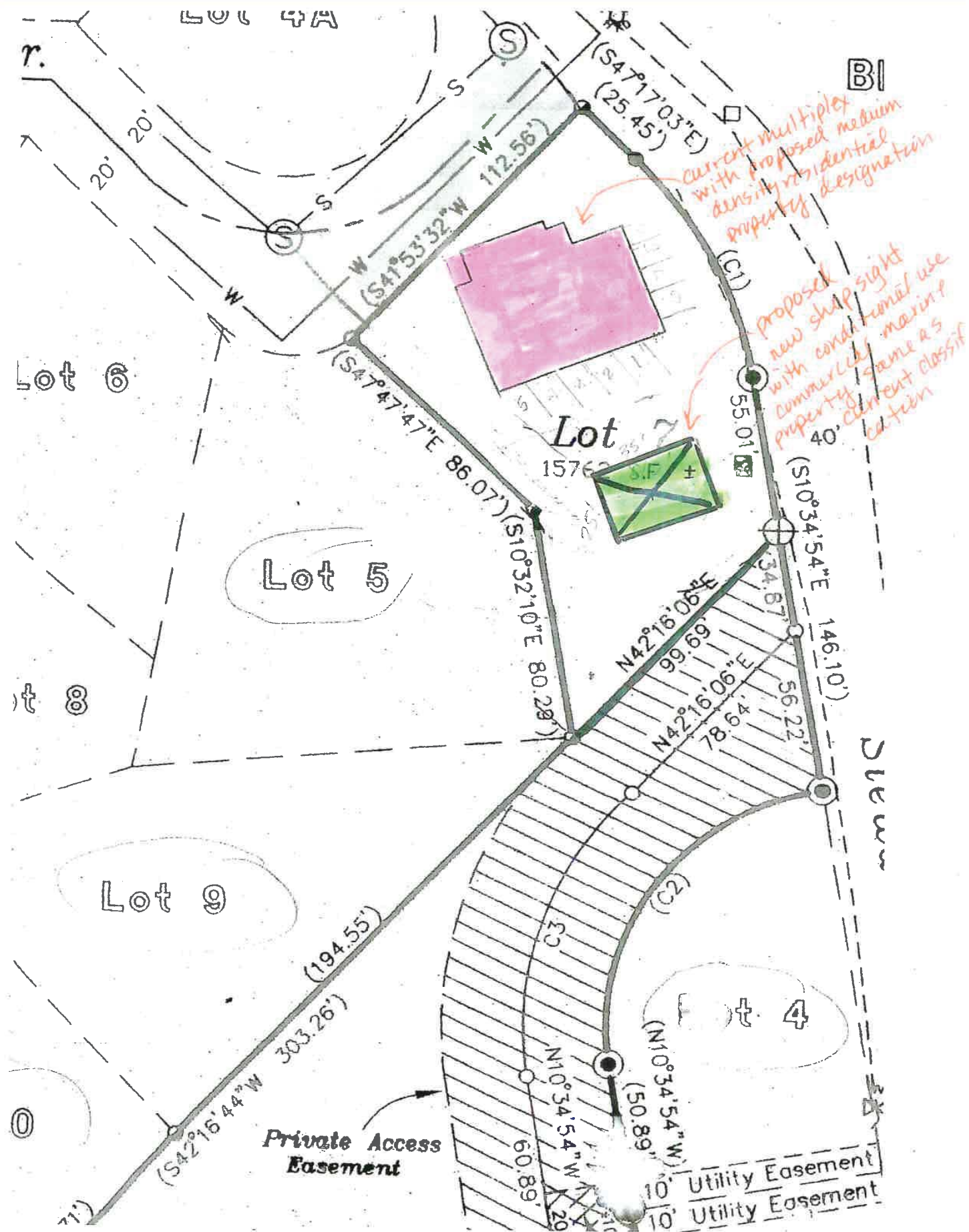
ANY MATERIALS YOU WISH THE PLANNING COMMISSION TO REVIEW DURING THE SCHEDULED PUBLIC HEARING MUST BE PROVIDED TO THE DEPARTMENT OF PLANNING ***ONE WEEK*** PRIOR TO THE PUBLIC HEARING DATE

CERTIFICATION:

I hereby certify that (I Am) (I have been authorized to act for) the owner of the property described above and that I desire a (variance/conditional use) for this property in conformance with the Title 8, UCO and hereby dispose and say that all of the above statements are true. I am familiar with the code requirements and certify that to the best of my knowledge, belief and professional ability, that this application meets them. I understand that payment of the (variance/conditional use) fee is non-refundable and is to cover costs associated with the processing of this application and that it does not assure approval of the request.

Signature

Date



PLATTING AUTHORITY RESOLUTION 2013-18

TIGLAX SUBDIVISION

**City of Unalaska, Alaska
Platting Authority
Resolution 2013-18**

**A RESOLUTUION APPROVING PRELIMINARY PLAT OF TIGLAX SUBDIVISION
TRACT A, A SUBDISIVISON OF A PORTION OF AMENDED UNITED STATES SURVEY
NUMBER 58 LOCATED AT 271 BIORKA DRIVE.**

WHEREAS, UCO Section 8.08.040 sets forth the conditions and procedures for abbreviated platting of land and provides that the Planning Director shall act as the Platting Authority; and

WHEREAS, Ounalashka Corporation is the owner of this portion of USS 58 (04-03-600) addressed as 271 Biorka Drive and often called BLDG #616; and

WHEREAS, the owner and applicant desires to define the boundaries of the aforementioned property in preparation for future development; and

WHEREAS, the City of Unalaska Department of Planning, Department of Public Works, and Department of Public Utilities staff has reviewed the proposed plat and have requested revisions as described below; and

WHEREAS, notices were posted and mailed in accordance with Title 8, UCO §8.08.020(F); and


WHEREAS, the City of Unalaska Planning Commission held a public hearing on September 19, 2013 to consider this platting action and to hear testimony of the public and City Staff; and


NOW THEREFORE BE IT RESOLVED, the Platting Authority approves the preliminary plat of the Tiglax Subdivision, Tract A with the following conditions of approval in accordance with the standards outlined in Unalaska City Code of Ordinances Chapter 8.08 (Platting and Subdivision):

1. A note shall be added stating that purpose of this plat is to identify the boundary of Tract A and does not include anticipated development or associated improvements.
2. A note shall be added stating that Tract A is zoned High Density Residential.
3. A closure report shall be submitted.
4. Electronic versions of the final plat details formats allowing for incorporation into the City's CADD and GIS programs shall be provided to the Department of Planning at the time of mylar submittal.

Upon the correction of the aforementioned deficiencies, the applicant shall submit a corrected preliminary plat to the Department of Planning for review and concurrence before proceeding to final plat. This conditional plat approval becomes effective if there are no appeals within ten (10) working days after the Planning Commission action and shall remain in effect for one year.

**APPROVED AND ADOPTED THIS 19 DAY OF September, 2013, BY
THE PLATTING AUTHORITY OF THE CITY OF UNALASKA, ALASKA.**


Erin Reinders, AICP, Planning Director
Platting Authority


Anthony Grande, Planning Administrator
Secretary