

**CITY OF CRAIG
PLANNING COMMISSION**

Staff Report
February 29, 2024

Applicant: Sharon Demmert

Requested Action: Approval of Preliminary Plat of Tract A, USS 2327

Location: 1111 Craig-Klawock Highway

Zoning: High-Density Residential Zone

Surrounding Uses: North: High-Density Residential/Commercial
South: High-Density Residential
East: High-Density Residential/Commercial
West: High-Density Residential/Public

Analysis

Sharon Demmert is working with HOPE to build a women’s shelter on Tract A, USS 2327 which is zoned high-density residential. From conversations with HOPE, the project will be supported and at least partially funded by the tribes. One of the requirements for the women’s shelter would be a check-in/security office, which is not a permitted use on residential property. This replat and the associated rezoning application would establish a commercially-zoned space that could be used as a check-in/security office. Although City records state that Sharon Demmert is the owner, the State Recorder’s office still has Lawrence Demmert listed as the current owner. A certificate of plat, approved within 30 days of the final plat submission, will be required prior to final plat review.

A public hearing may be required for the use of the space as a women’s shelter depending on how the women’s shelter is implemented. Two pre-application meetings were held prior to the submission of the current preliminary plat. During those discussions, it was made clear to the applicants that more than two trailers/ mobile homes would not be permitted on the site without the lot being approved as a trailer park. Trailer parks have their own set of requirements that would not be met by the current proposed plan. Further, the residential zoning was discussed and the applicants were informed that only long-term stays over 30 days would be permitted under the current High-density residential zoning. As currently represented, a conditional use permit may not be required for the proposed use beyond the replat and rezoning for the office space.

No right-of-way is being established by this replat. Ownership and responsibility for road and utilities on the lot would remain the responsibility of the owner.

Both lots will remain accessible via the Craig-Klawock Highway.

Due to the replat itself qualifying as a minor replat, no improvements would be required as a part of the replat. Any water or sewer work will require cooperation with the State of Alaska and the City of Craig Public Works Department.

A copy of the preliminary plat is attached. Staff will continue to review the submitted plat; and will present comments at the planning meeting.

The preliminary plat can be approved, but the final plat should be approved when the following conditions have been met:

1. A certificate of plat, dated within 30 days of the final submitted plat should be submitted with the final plat.
2. That the use of the lot as a women's shelter is approved via a public hearing;
3. that the comments provided by the Craig City Planner and Craig Planning Commission are incorporated into the final plat;
4. that all property corners be monumented with rebar and capped;
5. that the final plat conforms to the requirements of 18.09.009 of the Craig Land Development Code;
6. that the final plat be submitted in .DWG format, on reproducible mylar, and two full sized paper copies;

Recommendation

That the planning commission review Resolution 626-24-PC, approving the preliminary plat creating Lot A-1 and Lot A-2, Tract A, USS 2327.

**CITY OF CRAIG
PLANNING COMMISSION**

RESOLUTION 626-24-PC

GRANTING PRELIMINARY PLAT APPROVAL TO SHARON DEMMERT TO REPLAT TRACT A, USS 2327 INTO LOT A-1 & LOT A-2, TRACT A, USS 2327.

WHEREAS, the Planning Commission held a public hearing on February 29, 2024; and,

WHEREAS, public notice was given in accordance with Section 18.09 of the Craig Land Development Code; and,

WHEREAS, the Planning Commission finds that the specific criteria of Section 18.09 of the Craig Land Development Code are met as follows, subject to the conditions listed later in this resolution:

- A. That the proposed subdivision is consistent with the Craig Comprehensive Plan;
- B. That historic buildings or sites or natural features which are significant to the community or required to be protected by law (such as eagle nest trees) are preserved in the design of the development.
- C. That the proposed subdivision will not interfere with existing or officially planned development.
- D. That the future street plan and utilities for the proposed subdivision will permit the development of adjoining land.
- E. That proposed access, drainage, sanitary and water facilities, and fire protection are available and adequate for the subdivision, subject to approval by the city public works director.
- F. That the City has utility capacity to serve the area without interfering with utility capacity to serve other areas if City utilities are proposed.
- G. That the proposed subdivision does not disturb trees or shrubs which are designated for habitat or resource protection; wind, noise, sediment, or pollution buffers; recreation or open space; protection from natural hazards, watershed protection, or visual considerations unless a plan is approved which will mitigate potential adverse impacts.

NOW, THEREFORE, BE IT RESOLVED that the Craig Planning Commission does hereby approve the preliminary plat for the replat shown as the Big House Subdivision and will grant final plat approval once the following conditions are met:

- 1. A certificate of plat, dated within 30 days of the final submitted plat should be submitted with the final plat.
- 2. That the use of the lot as a women's shelter is approved via a public hearing;
- 3. that the comments provided by the Craig City Planner and Craig Planning

- Commission are incorporated into the final plat;
4. that all property corners be monumented with rebar and capped;
 5. that the final plat conforms to the requirements of 18.09.009 of the Craig Land Development Code;
 6. that the final plat be submitted in .DWG format, on reproducible mylar, and one full sized paper copy;

Approved this 29th day of February, 2024.

Sharilyn Zellhuber, Chairman

Samantha Wilson, City Planner