

CITY OF CRAIG PLANNING COMMISSION AGENDA

Meeting of April 25, 2019
7:00 p.m., Craig City Council Chambers

Roll Call

Sharilyn Zellhuber (chair), John Moots, Kevin McDonald, Barbara Stanley, Millie Schoonover

Approval of Minutes

1. March 28, 2019 Minutes

Public Comment

1. Non-Agenda Items

Public Hearing and New Business

1. Tract 18 Final Plat Review
2. Tract P Preliminary Plat Review, PC Resolution 587-19-PC
3. Harborview Subdivision Preliminary Plat Review, PC Resolution 588-19-PC
4. Correspondence from Don Glore

Old Business

1. Skateboard Park Site Discussion
2. Public Hearing and Discussion – Craig Cannery Site Development
3. Stairs and Landing Interpretation/Definition Discussion

Adjourn

CITY OF CRAIG
PLANNING COMMISSION AGENDA
Meeting of March 28, 2019

Roll Call

Present were Sharilyn Zellhuber (chair), Kevin McDonald, and Barbara Stanley. Absent excused were John Moots and Millie Schoonover.

There were a number of members of the public at the meeting to testify about the proposed skateboard park and the cannery site development.

Approval of Minutes

1. February 28, 2019 Minutes. It was noted that there was a typo on the second page of the minutes in the fifth paragraph. “tha” should be changed to “that”. A motion was made and seconded to approve the minutes as amended.

MOTION TO APPROVE

STANLEY/ZELHUBER

APPROVED

Public Comment

1. Non-Agenda Items. There was no comment on non-agenda items.

Chair Sharilyn Zellhuber polled the audience to see how many people were at the meeting to testify on the skateboark park and how many planned to testify on the cannery site development. The majority of the audience indicated that they were there to testify on the cannery site. Sharilyn suggested amending the agenda to move the skateboark park discussion up so that those people could testify and then leave if they wanted. There was no objection from the commission.

2. Brian told the commission that after the discussion about a number of sites at the February 28, 2019 meeting the commission had narrowed the potential sites down to two, the park/basketball court on East Hamilton and the old water tank site on Spruce Street. Brian said that he included some additional information on each of these sites for the commission to continue the discussion. Several members of the public testified that they preferred the East Hamilton site for a number of reasons (visibility and access being the primary benefits). There was some comment about not wanting to lose the basketball court in the process. There was some discussion about the difference in development at the two sites. Brian told the commission than in general the development cost was likely to be higher at the East Hamilton site because of the likely requirement to excavate and backfill a large amount of material. Brian said that the Spruce Street site was already filled and compacted and that the concrete slab under the existing water tank would provide a good start for the site construction.

The commission took public comments on the two sites and thanked the public for their interest. The commission did not take any formal action on this item at this time.

Public Hearing and New Business

1. Public Hearing and Discussion – Craig Cannery Site Development. Brian reported to the commission that as part of the harbor design and construction it was appropriate to open a discussion and take public comment on a number of development related issues including the existing buildings, road/traffic layout, harbor facilities, and zoning for the site. Brian explained that at some point the commission would be asked to forward comments/recommendations to the city council about the development to help them in making decisions. Brian said that many of the discussions were intertwined and that it appeared that the best way forward was to take the discussions one at a time and draft comments to the city council when it made sense.

Sharilyn opened the discussion up for public comment. Ralph Mackie put a drawing of the site on the whiteboard and told the commission that aligning the harbor east/west instead of north/south would give more flexibility in where the harbor improvements could be located. Ralph commented that the cannery site's history should be preserved and that once the buildings were removed it couldn't be undone.

Several members of the public echoed Ralph's comments and said that the city should capture the historical aspects of the site.

Members of the public commented that the property is important to Craig, that zoning should play an important role, that the city should move slowly, and that the city should preserve buildings with iconic value.

There were some comments about scaling down or changing the harbor project. Brian explained that the harbor was the primary driver for the purchase of the project and was the primary project for the site. He also explained that it was unlikely that the breakwater design would change or that the harbor would be resized since that would undo several years of work with the US Army Corps of Engineers.

There was some additional discussion about the USACE design process and why this site and this size harbor was selected. Brian explained the process to date, future steps in the harbor project, and explained the economic feasibility process that was used to select this harbor size.

There was some discussion about maintenance of current harbors. Brian explained that maintenance of current harbors and the new harbor project were two separate issues and the funding was not interchangeable.

There was a question about why the building discussion was first. Brian said that all of the development discussions were interrelated and that the goal was to take public comment and for the planning commission to make some recommendations that the council could use when making decision, particularly about conflicting uses, throughout the harbor design process.

There was some discussion about the National Register of Historic Places and the potential for having some assessments done of existing buildings.

After the public comments the commission discussed the buildings and the overall site development.

Kevin McDonald talked about having to deal with some decisions on the buildings before other decisions could be made. Kevin said he supports the new harbor project as Craig's economic future.

Sharilyn talked about some of the potential uses for the site and generally asked how the current buildings may fit into future uses.

Barb commented that if we want to do any building assessments we need to consider what buildings might be kept rather than assessing everything. It was also pointed out that if the city decides to replicate some of the buildings as opposed to restoring them that assessments would not be necessary for those buildings.

There was some discussion about maintaining and displaying artifacts from the cannery as part of the future use.

Sharilyn said that in the 2007 development plan there was some discussion about planning commission recommendations that weren't adopted. Sharilyn asked Brian to try to bring those recommendations to the next meeting.

There was some discussion about the breakwater elevation. Brian said he would bring that data back to the commission at the next meeting.

Sharilyn thanked everyone for their interest in the project and their comments.

The commission did not take an formal action on this item.

Old Business

1. Skateboard Park Site Discussion (continued). After hearing the public comments earlier in the meeting the commission held a short discussion about the two potential sites. The discussion primarily focused on development, displacing other facilities, safety, parking, and potential uses and impacts. After the short

discussion the commission felt that both sites had their advantages and disadvantages and that neither site was preferred over the other. Sharilyn asked Brian how the commission should proceed. A motion was made and seconded (McDonald/Zellhuber) to table the item. Brian suggested that a simple direction from the commission to bring the item back with some suggestions on how to proceed would be fine. The maker/seconded of the motion withdrew the motion and the commission asked Brian to bring some suggestions back to the next meeting on how to proceed. No formal action was taken on this item.

2. Stairs and Landing Interpretation/Definition Discussion. Brian reported that at a previous commission meeting the commission asked him to bring back some definitions that other jurisdictions use for stairs and landings related to Craig's conditional use for stairs and landings within the 10' setback on residential properties. Brian said that he did not find any existing definitions that were pertinent or useful to the commission's goal of determining what was a deck and what was a landing. Brian drafted a definition based on the discussion at the February 28, 2019 meeting. The commission discussed the definition and felt that it was very close. The commission reminded Brian that they wanted to exclude benches, planters, and other structures within the defined area of the landing. Brian said he would revise the definition and bring the discussion back to the next meeting. No formal action was taken on this item.

Adjourn

A motion was made and seconded to adjourn the meeting.

MOTION TO ADJOURN

ZELLHUBER/MCDONALD

APPROVED

Chairman Sharilyn Zellhuber

ATTEST: Brian Templin

**CITY OF CRAIG
MEMORANDUM**

To: Craig Planning Commission
From: Brian Templin, City Planner
Date: August 25, 2014
RE: Tract 18 Development – Approval of Plat

CTA has been working on the development of Tract 18, USS 2611 for several years. In 2014 the planning commission approved a preliminary plat that divided the lot into two tracts with lines shown on the preliminary plat where CTA intended to further divide the tracts into lots. Since that preliminary plat approval CTA has revised their subdivision plan a number of times but recently submitted a plat that utilizes the lot subdivision concept shown on the approved 2014 plat. This plat will create seven lots on Tract 18. Since the planning commission has previously approved the preliminary plat a new resolution is not required.

I will complete a review of the plat and provide comments to the planning commission for the April 25, 2019 meeting.

Recommendation: Approve the final draft plat of the Tract 18 Subdivision with comments.

CERTIFICATE OF IMPROVEMENTS
 ALL IMPROVEMENTS HAVE BEEN EXAMINED AND APPROVED BY THE CITY. THE CITY ACCEPTS DEDICATION AND OWNERSHIP OF ALL WATER DISTRIBUTION, WASTEWATER COLLECTION, AND STORM-WATER COLLECTION UTILITIES CONTAINED WITHIN THE EASEMENTS AND RIGHTS-OF-WAYS SHOWN ON THIS PLAT.

PUBLIC WORKS DIRECTOR _____ Date _____
 CITY PLATTING OFFICIAL _____ Date _____

TAX STATEMENT
 I HEREBY CERTIFY THAT ALL AD VALORUM TAXES, SPECIAL ASSIGNMENTS AND OTHER CHARGES REQUIRED BY LAW TO BE PLACED ON THE TAX ROLL HAVE BEEN PAID.

CITY CLERK _____ DATE _____

APPROVAL SIGNATURES
 THIS FINAL SUBDIVISION PLAT HAS BEEN REVIEWED AND APPROVED IN ACCORDANCE WITH THE CRAIG LAND DEVELOPMENT CODE - SUBDIVISION ORDINANCE. ALL DEDICATIONS TO THE PUBLIC HAVE BEEN INSPECTED AND ACCEPTED BY THE CITY OF CRAIG.

CITY PLATTING OFFICIAL _____ DATE _____
 PRESIDING OFFICER - PLANNING COMMISSION DATE _____
 PLANNING COMMISSION MEMBER _____ DATE _____

CERTIFICATE OF OWNERSHIP AND DEDICATION
 WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF LOT 18 U.S.S 2611, THAT WE DO APPROVE OF THIS SURVEY AND PLAT; AND THAT WE DO FOR OURSELVES, OUR HEIRS, AND ASSIGNS DEDICATE, DONATE AND CONVEY TO THE PUBLIC, ALL RIGHTS-OF-WAY/ALLEYS/PUBLIC UTILITY AREAS/EASEMENTS/OTHER PUBLIC WAYS, WATER DISTRIBUTION UTILITIES/WASTEWATER COLLECTION UTILITIES/STORM WATER COLLECTION UTILITIES AS SHOWN HEREON.

OWNER LOT 18 USS 2611. DATE _____
 CRAIG TRIBAL ASSOCIATION

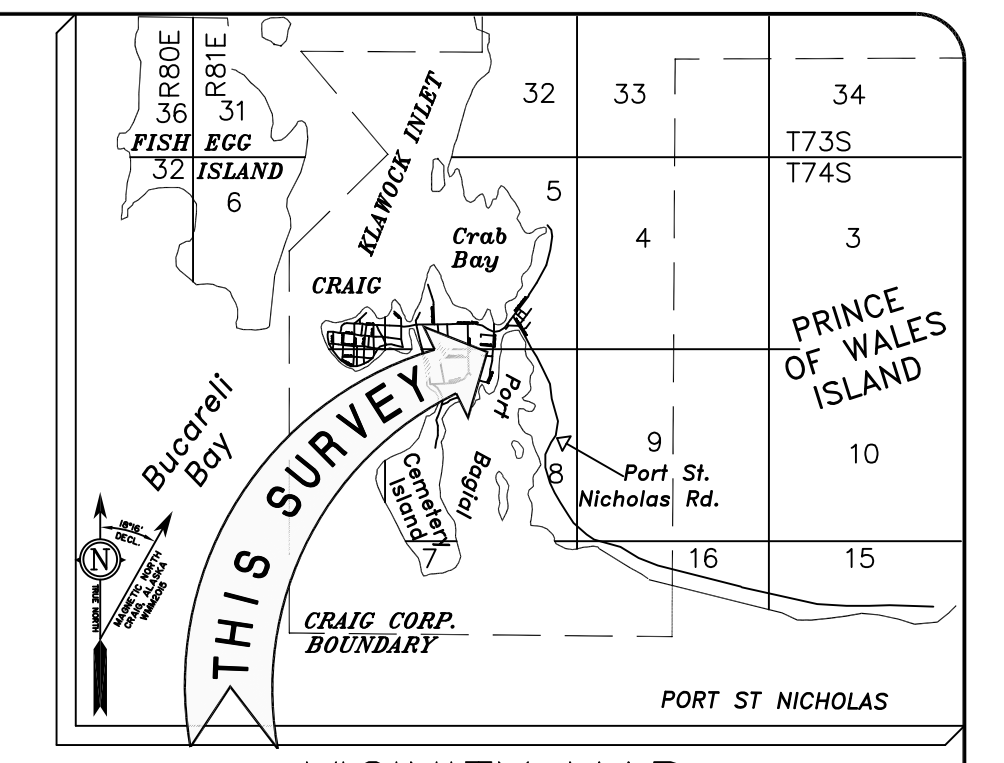
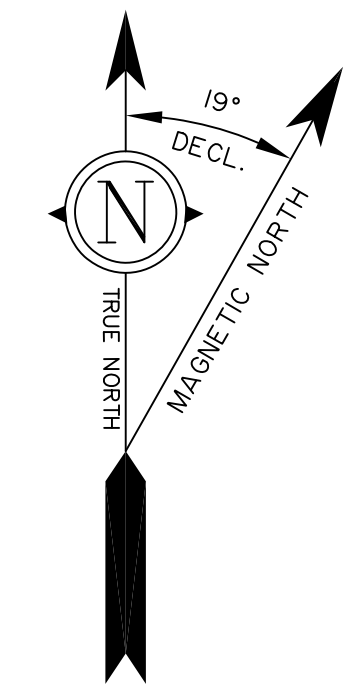
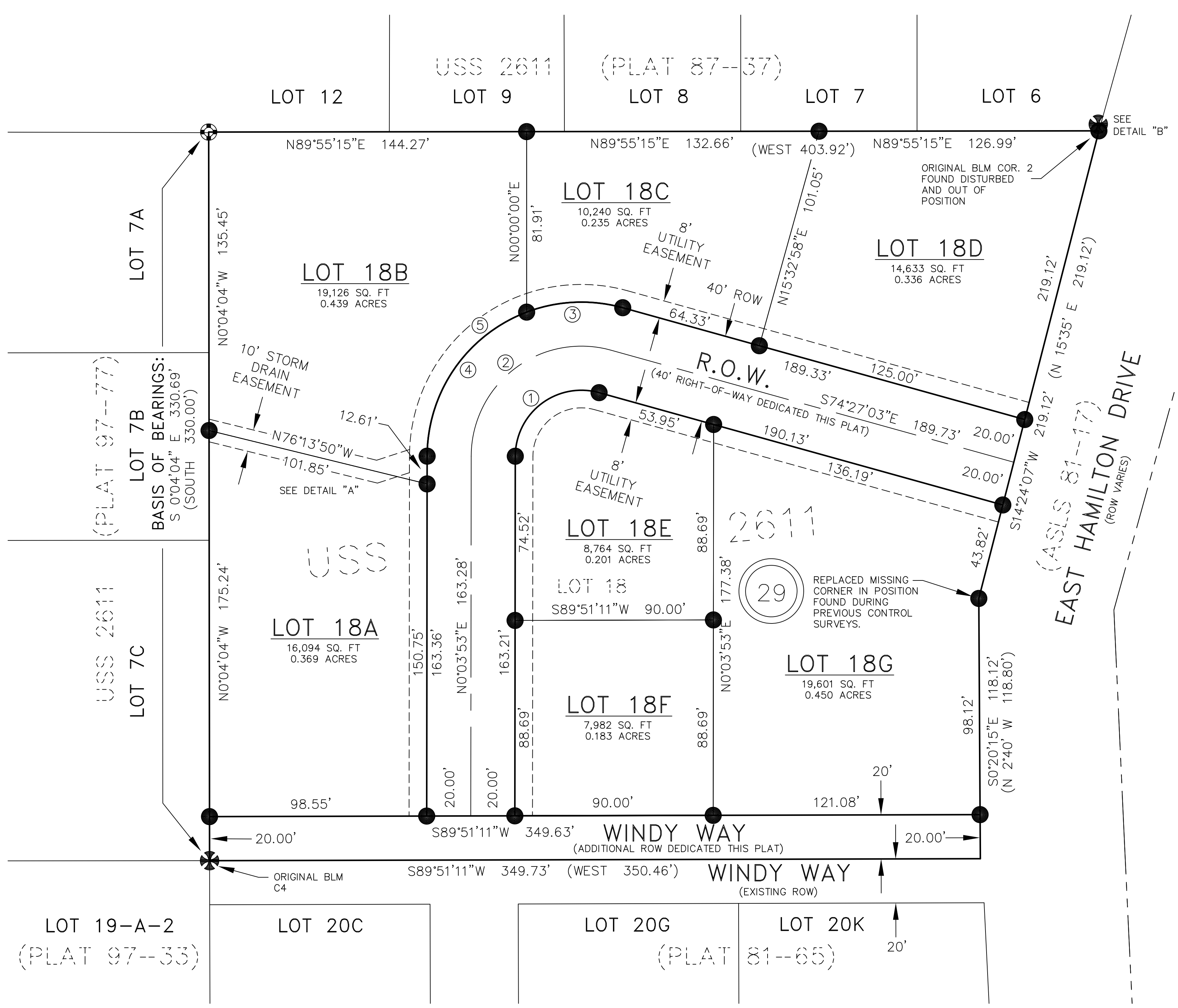
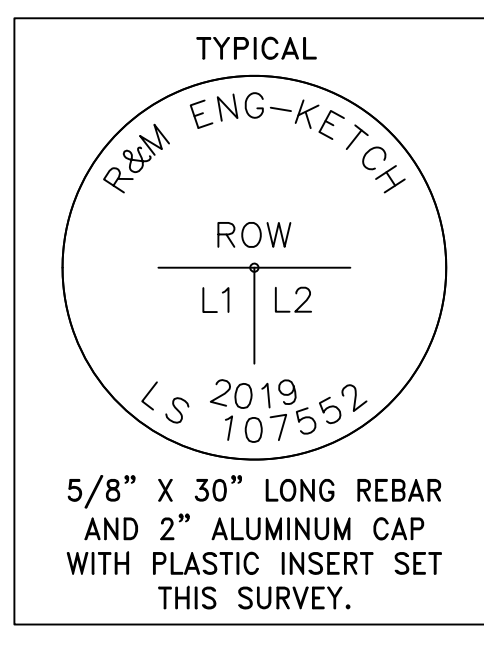
NOTARY'S ACKNOWLEDGEMENT
 SUBSCRIBED AND SWORN BEFORE ME THIS _____ DAY OF _____, 201____.

NOTARY PUBLIC FOR ALASKA
 MY COMMISSION EXPIRES _____

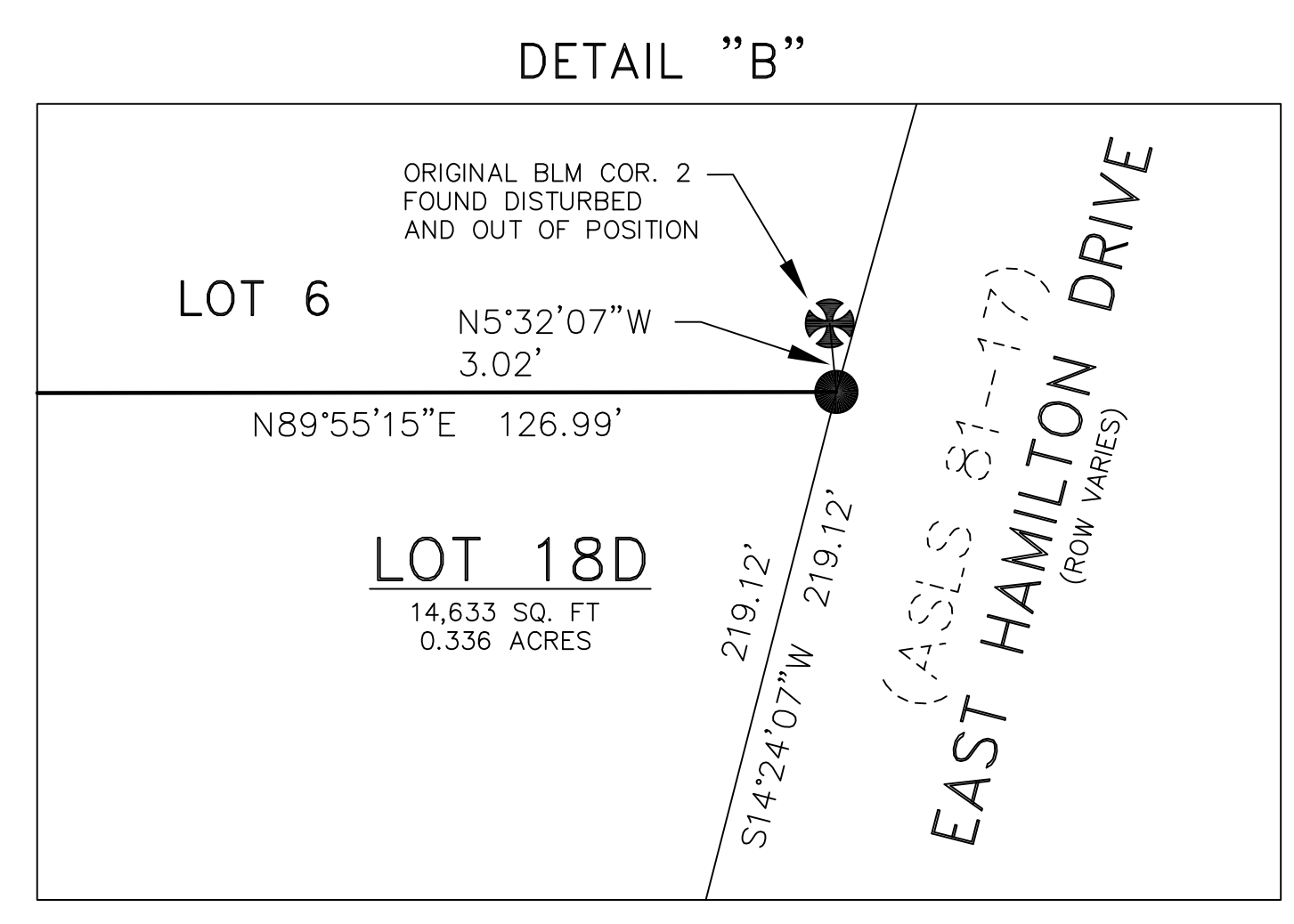
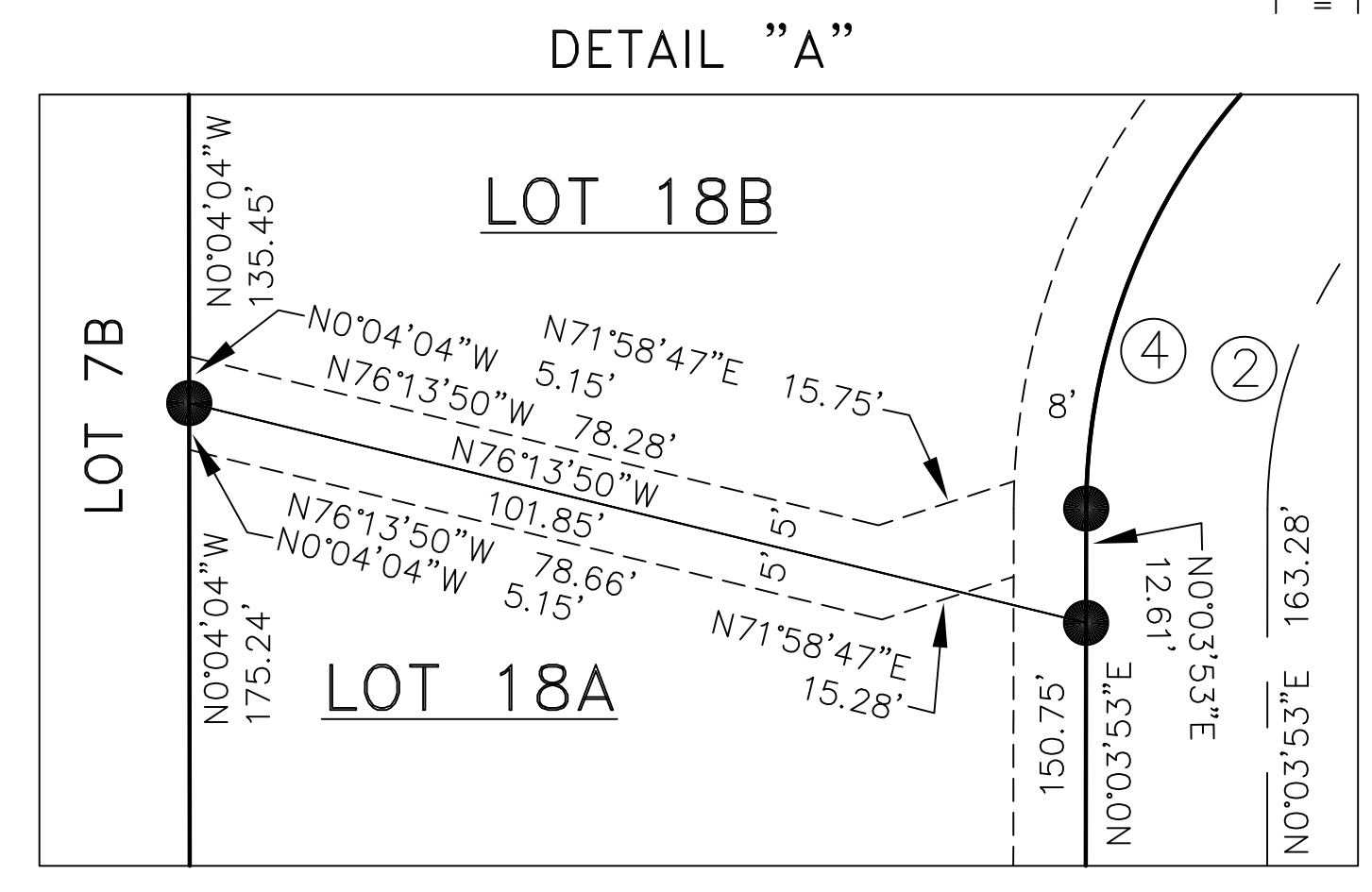
GPS BASIS OF BEARINGS
 THE BASIS OF BEARINGS ON THIS PLAT WAS DETERMINED BY A HIGH-PRECISION GPS SURVEY USING TRIMBLE R8 RECEIVERS DIFFERENTIALLY CORRECTED AND PROCESSED USING TRIMBLE BUSINESS CENTER V. 4.1 SOFTWARE.

CLIENT: CRAIG TRIBAL ASSOCIATION
 P.O. BOX 828
 CRAIG, ALASKA 99921

DRAWN BY: M.C.H. / C.G.P.
 CHECKED BY: C.G.P.
 DATE PLATTED: NOV, 2018
 DATE SURVEYED: 2018
 SCALE: 1"=20'
 SURVEYED BY: M.C.H. / C.G.P.
 PROJ NO.: 162350.06



VICINITY MAP:
 SOURCE: U.S.G.S. QUADRANGLE CRAIG (C-4), ALASKA 1985
 1" = 1 MILE



PLAT NOTES

- REFERENCE THE FOLLOWING WITHIN THE KETCHIKAN RECORDING DISTRICT:
 U.S.S. 2611
 R.O.S. 99-37
- ALL BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARING AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL GROUND DISTANCES.
- ALL BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARING AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.
- THE ERROR OF CLOSURE DOES NOT EXCEED 1:5000.

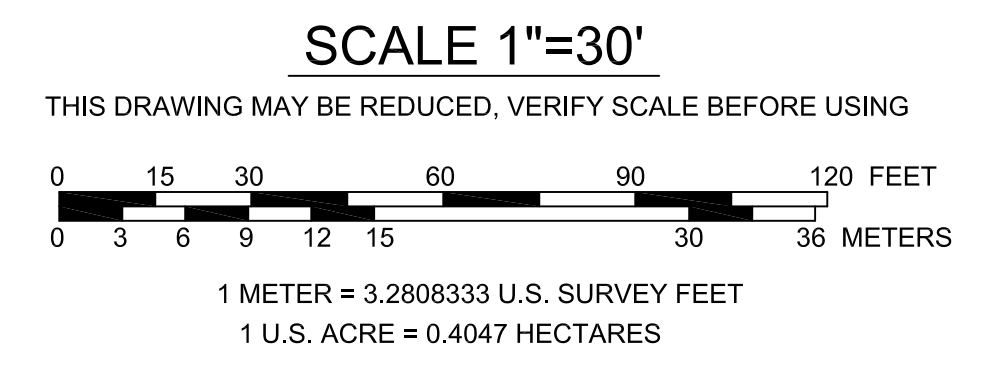
LEGEND

- 5/8" REBAR AND 2" ALUM CAP WITH PLASTIC INSERT SET THIS SURVEY
- FOUND MONUMENT TO BE TIED
- FOUND REBAR AS DESCRIBED
- FOUND BLM BRASS CAP
- DATA OF RECORD USS 2611

CURVE DATA		
① Δ = 105°29'05" R = 30.00' L = 55.23' C = 47.76' CHD. BRG. = N52°48'25"E	② Δ = 105°29'05" R = 50.00' L = 92.05' C = 79.59' CHD. BRG. = N52°48'25"E	③ Δ = 36°19'39" R = 70.00' L = 44.38' C = 43.64' CHD. BRG. = N87°23'08"E
④ Δ = 69°09'26" R = 70.00' L = 84.49' C = 79.46' CHD. BRG. = N34°38'36"E	⑤ Δ = 105°29'05" R = 70.00' L = 128.87' C = 111.43' CHD. BRG. = N52°48'25"E	

SURVEYOR'S CERTIFICATE
 I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN 2019 A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.

DATE _____ CHRISTOPHER G. PIBURN LS 107552



KETCHIKAN RECORDING DISTRICT		
Revisions		
No.	Date	Description

R&M ENGINEERING-KETCHIKAN, INC. Phone: (907) 225-7917
 7180 REVILLA ROAD, SUITE 300 Fax: (907) 225-3441
 KETCHIKAN, AK 99901

CRAIG OFFICE Phone: (907) 401-0155
 P.O. BOX 1273
 CRAIG, AK 99921

CERTIFICATE OF AUTHORIZATION #: C576

PROJECT:
CTA TRACT 18 SUBDIVISION PHASE I
 THE SUBDIVISION OF LOT 18, U.S.S. 2611, PLAT 2611, CREATING LOTS 18A, 18B, 18C, AND 18D, CTA LOT 18 SUBDIVISION, KETCHIKAN RECORDING DISTRICT.



August 20, 2014

Greg Scheff (Surveyor for Craig Tribal Association)
355 Carlana Lake Road
Ketchikan, AK 99901

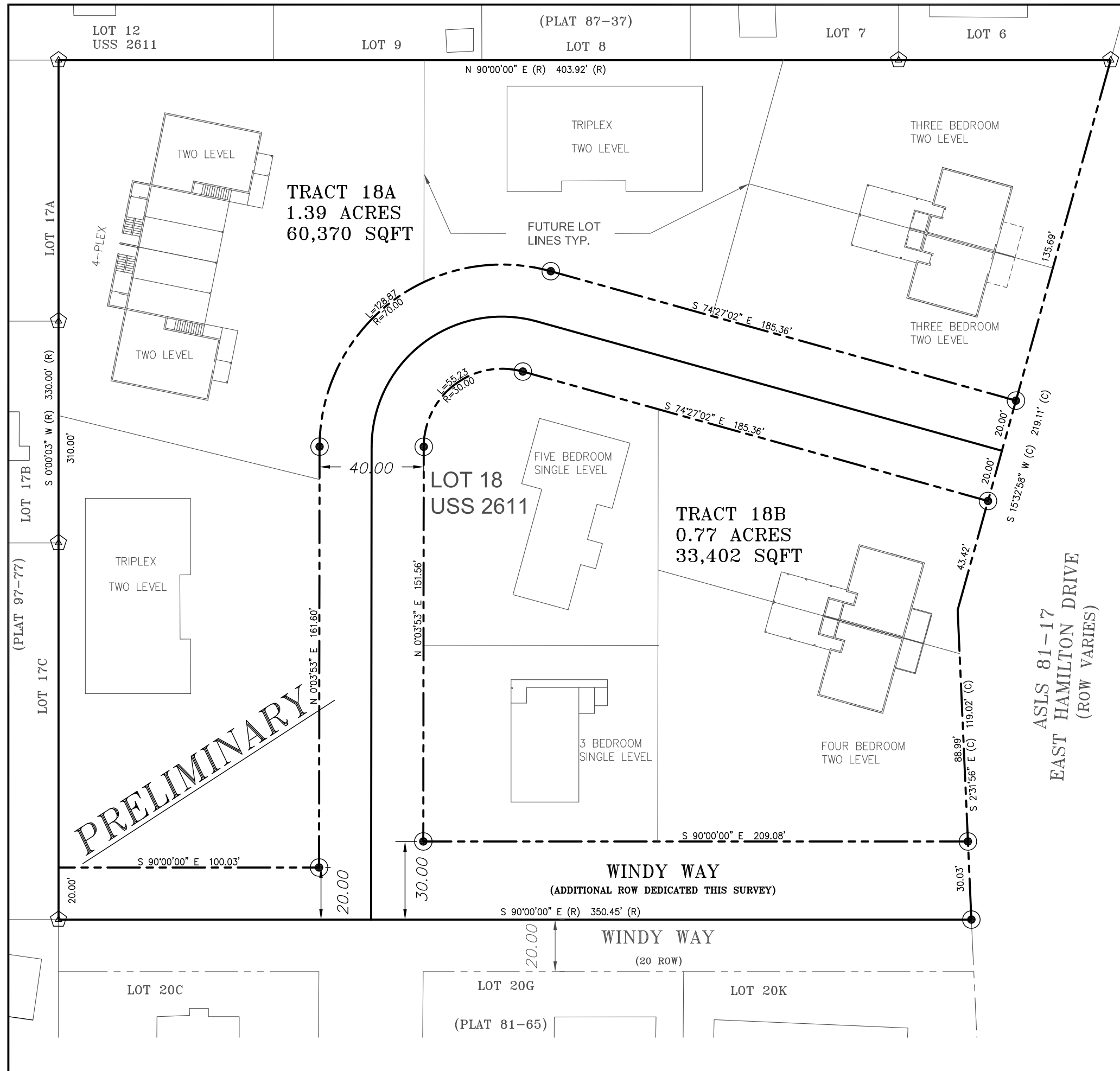
Re: Preliminary Plat Review, Craig Tribal Association Tract 18 Subdivision

I have completed a preliminary review of the subdivision plat submitted to the city on August 13, 2014 for subdivision of Tract 18, USS 2611 into Tracts 18A, 18B and dedicated right-of-way (an extension of Night Court). The following changes and actions are required prior to approving the final plat.

A public hearing on the matter and review of the preliminary plat the Craig Planning Commission will be done at its regular meeting on August 28, 2014 at 7 pm in the Craig City Council Chambers.

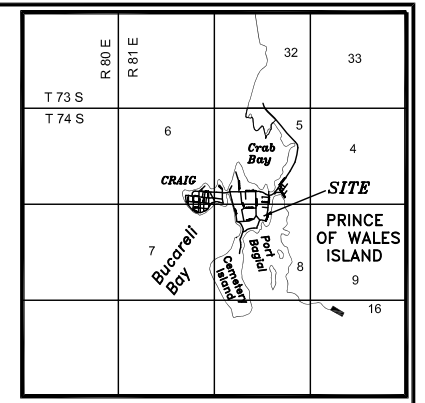
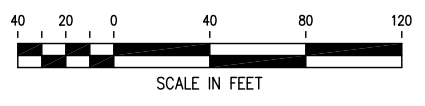
1. Ensure that a minimum of 100' horizontal and vertical sight distance is met along the right-of-way to be dedicated to the city, particularly at the curve shown on the subdivision plat.
2. Ensure that street grades designed do not exceed 15%.
3. For the final plat please remove all proposed improvements and future lot lines.
4. Show right-of-way centerline as a broken line (long-short-long or long-short-short-long).
5. Show property boundary lines as solid heavy lines.
6. Show vacated right-of-way line as a light broken line.
7. Include full address of client.
8. Correct the certificate of ownership to say "our heirs" to be consistent.
9. Correct the Approval Signatures certificate to read "Development Code".
10. Identify the new right-of-way as "Night Court" on the final plat.
11. Include the length, radii and central angles for all curves shown on the plat either at the curve or in a curve table. Chord length and bearing should also be shown on the final plat with the curve data.
12. Show basis of bearing on the final plat.
13. The subdivision application indicates that this parcel was owned by an ANCSA village or regional corporation. If the parcel is a split estate (surface and subsurface) include a note on the plat that reads "This plat constitutes a subdivision of the surface estate only. The subsurface owner has not participated in the platting action." If the applicant owns both the surface and subsurface estates then this note is not required.
14. Provide a certificate to plat or current title insurance policy from a title company with the final plat. The certificate should be current within 30 days of submittal of the final plat.
15. Monument all property corners prior to submission of the final plat. The monument shown at the intersection of the existing Windy Way ROW and East Hamilton Drive is not required since this area is being dedicated to the city as additional ROW for Windy Way.

16. Approval of the final plat will also be contingent upon review and approval of the road and utility designs by the City of Craig and acceptance of the completed utilities, bond/cash deposit or deed of trust/warranty deed as described in section 18.10.050 of the Craig Municipal Code.
17. Preliminary plat approval is also contingent upon comments or requirements of the Planning Commission.
18. Preliminary and final approval of this plat does not indicate approval of internal lots shown on the preliminary plat for planning purposes and future platting action. Future platted lots must conform to the Craig Land Development Code.



LEGEND

- ⊙ 5/8" REBAR AND 2" ALUM CAP WITH PLASTIC INSERT SET THIS SURVEY
- ⊕ FOUND MONUMENT TO BE TIED
- ⊙ FOUND REBAR AS DESCRIBED
- ⊙ FOUND IRON PIPE
- (C) DATA CALCULATED BY SINGLE PROPORTIONATE METHOD
- (M) DATA MEASURED IN THE FIELD
- (R) DATA OF RECORD AS LISTED



VICINITY MAP
SCALE: 1 INCH = 1 MILE

NOTES

CERTIFICATE OF OWNERSHIP AND DEDICATION

We hereby certify that we are the owners of Lot 18, USS 2611, and we do approve of this survey and plat; and that we do for ourselves, my heirs, and assigns dedicate, donate and convey to the public, all rights-of-way/ alleys/public utility areas/easements/other public ways, as shown hereon.

Owner _____ Date _____
XXXXXXXXXX

Owner _____ Date _____
XXXXXXXXXX

NOTARY'S ACKNOWLEDGEMENT

Subscribed and sworn before me this _____ day of _____, 201____.

For _____

CERTIFICATE OF IMPROVEMENTS

A bond (cash deposit) has been executed (deposited) in an amount determined by the City of Craig to provide for the ultimate installation of required subdivision improvements.

(OR)
All required subdivision improvements have been examined and approved by the City of Craig.

(OR)
The property described as XXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXX (has been deeded to the) has been deeded to the City of Craig as provided by Section 18.10.050 of the Subdivision Ordinance as a guarantee that all subdivision improvements will be installed by (date).

Public Works Director _____ Date _____
City Platting Official _____ Date _____

Notary Public for Alaska
My Commission Expires _____

SURVEYOR'S CERTIFICATE

I hereby certify that I am properly registered and licensed to practice land surveying in the State of Alaska, that this plat represents a survey made by me or under my direct supervision, that the monuments shown hereon actually exist as described, and that all dimensions and other details are correct.

Date _____ Registration Number: LS-6700

Gregory G. Scheff, R.L.S.

APPROVAL SIGNATURES

This final subdivision plat has been reviewed and approved in accordance with the Craig Land Development Code - Subdivision Ordinance. All dedications to the public have been inspected and accepted by the City of Craig.

City Platting Official _____ Date _____
Presiding Officer - Planning Commission _____ Date _____
Planning Commission Member _____ Date _____

TAX STATEMENT

I hereby certify that all ad valorem taxes, special assignments and other charges required by law to be placed on the tax roll have been paid.

City Clerk _____ Date _____



KETCHIKAN RECORDING DISTRICT

Revisions	
No.	Date

RSM
R&M ENGINEERING-KETCHIKAN, INC. Phone: (907) 225-7917
355 Carlanna Lake Road Fax: (907) 225-3441
Ketchikan, AK 99901

WRANGELL OFFICE Phone: (907) 874-2177
P.O. BOX 1331 Fax: (907) 874-2187
Wrangell, AK 99929

PROJECT:
CTA TRACT 18 SUB
THE SUBDIVISION OF LOT 18
USS 2611, CREATING TRACTS
18A, 18B AND DEDICATED ROW

CLIENT: CRAIG TRIBAL ASSOCIATION Box XXX CRAIG AK. 99921,	
DATE: 08/12/14	DRAWN BY: C.G.P. JOB NO. 132758
SCALE: 1"=40'	APPRVD BY: G.G.S. SHEET 1 OF 1

PRELIMINARY

**CITY OF CRAIG
PLANNING COMMISSION**

Staff Report
April 18, 2019

Applicant: Craig Tribal Association and City of Craig
Requested Action: Approval of Preliminary Plat of a Tract P, USS 2327
Location: 252 Cold Storage Road
Zoning: Public
Surrounding Uses: North: Public
South: Commercial
East: Heavy Industrial/ROW
West: ROW

Analysis

The City of Craig owns Tract P, USS 2327. The Craig Tribal Association has been working for several years on a new access road through the tract to the lower level of the Craig Tribal Hall. The project has been discussed at a number of City Council meetings and the current plat reflects the design approved by the council. This plat will formally set aside the right-of-way for the road and will create a remainder tract on the lot which is currently being used by Craig Public Works. The design of the ROW takes the future fire hall into consideration.

The city planner is currently reviewing the plat and will include comments for the planning commission at the April 25, 2019 meeting.

The following actions should be taken as part of the final plat submission to the City of Craig for approval:

1. All comments made by the city planner and planning commission shall be incorporated into the final plat.
2. A .dxf/ .dwg copy and Adobe .pdf copy of the final plat shall be submitted to the city. The electronic copy of the plat shall be submitted by email or hand delivered to the City of Craig.
3. Remove all contours, improvements, utility lines, water/sewer services, fire hydrants and other extraneous items from the printed copies of the final plat prior to submission.
4. All corners for Tract P-2 as shown on the plat shall be monumented in the field.

Applicant shall submit one full size paper copy and one full size mylar copy, with surveyor and owner signatures completed, to the City of Craig for final approval after all conditions/corrections shown above have been made.

Recommendation

That the planning commission approve Resolution 587-19-PC, approving the preliminary plat creating Lot Tract P-2 of a Replat of Tract P.

**CITY OF CRAIG
PLANNING COMMISSION**

RESOLUTION 587-19-PC

GRANTING PRELIMINARY PLAT APPROVAL TO CRAIG TRIBAL
ASSOCIATION AND THE CITY OF CRAIG TO REPLAT TRACT P, USS 2327

WHEREAS, the Planning Commission held a public hearing on April 25, 2019;
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 Tract P Replat and will grant final plat approval once the following conditions are met:

- 1. that the comments provided by the Craig City Planner and Craig Planning Commission are incorporated into the final plat;
- 2. that all property corners be monumented with rebar and capped;
- 3. that the final plat conform to the requirements of 18.09.009-010 of the Craig Land Development Code;

4. that the final plat be submitted in .DWG format and on reproducible mylar and bond paper as directed by the Craig City Planner;

Approved this 25th day of April 2019.

Sharilyn Zellhuber, Chairman

Brian Templin, City Planner

CERTIFICATE OF OWNERSHIP AND DEDICATION

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

DATE CITY OF CRAIG

DATE NAME

NOTARY'S ACKNOWLEDGMENT

U.S. OF AMERICA STATE OF ALASKA CITY OF CRAIG

THIS IS TO CERTIFY THAT ON THIS DAY OF 20, BEFORE ME, THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND ACKNOWLEDGED TO ME THAT SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

MY COMMISSION EXPIRES

TAX STATEMENT

I HEREBY CERTIFY THAT ALL AD VALOREM TAXES, SPECIAL ASSIGNMENTS AND OTHER CHARGES REQUIRED BY LAW TO BE PLACED ON THE TAX ROLL HAVE BEEN PAID.

DATE CITY CLERK

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE CRAIG LAND DEVELOPMENT CODE - SUBDIVISION ORDINANCE. ALL DEDICATIONS TO THE PUBLIC HAVE BEEN INSPECTED AND ACCEPTED BY THE CITY OF CRAIG.

DATE CITY PLATTING OFFICIAL

DATE PRESIDING OFFICER - PLANNING COMMISSION

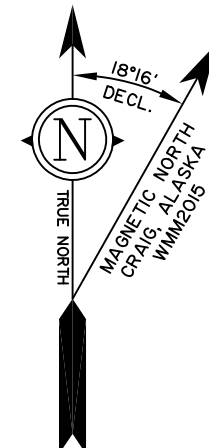
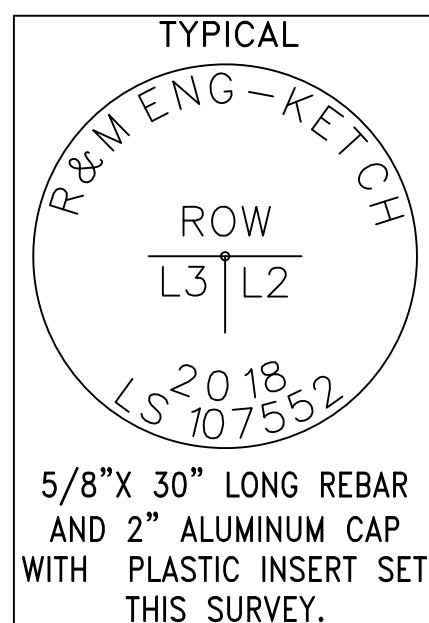
DATE PLANNING COMMISSION MEMBER

CERTIFICATE OF IMPROVEMENTS

I HEREBY CERTIFY THAT NO IMPROVEMENTS ARE REQUIRED FOR THE VACATION / REPLAT.

DATE PUBLIC WORKS DIRECTOR

DATE CITY PLATTING OFFICIAL



CLIENT: NAME P.O. BOX XXX CRAIG, ALASKA 99921

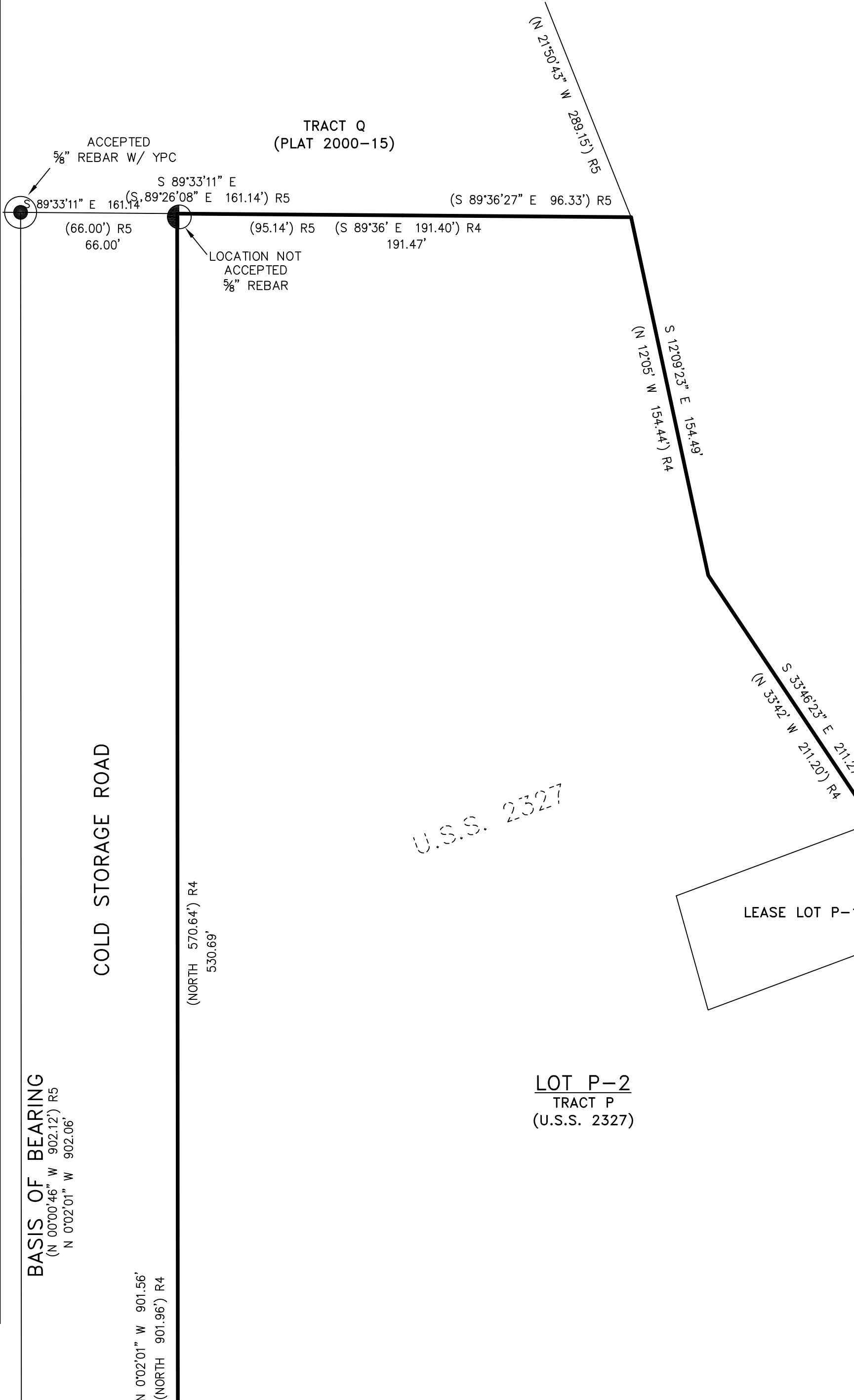
DRAWN BY: MCH CHECKED BY: CGP DATE PLATTED: FEB, 2019 DATE SURVEYED: FEB, 2019 SCALE: 1"=20' SURVEYED BY: MCH PROJ NO.: 162350.07

TRACT M CRAIG - KLAWOCK HIGHWAY

BASIS OF BEARING (N 0°00'46" W 902.12') R5 (N 0°02'01" W 902.06')

COLD STORAGE ROAD

TRACT Q (PLAT 2000-15)



OWNERSHIP STATUS

1. TRACT P (CITY OF CRAIG)

PROPOSED OWNERSHIP

1. LOT P-2 (CITY OF CRAIG)

PREVIOUS LOT AREAS

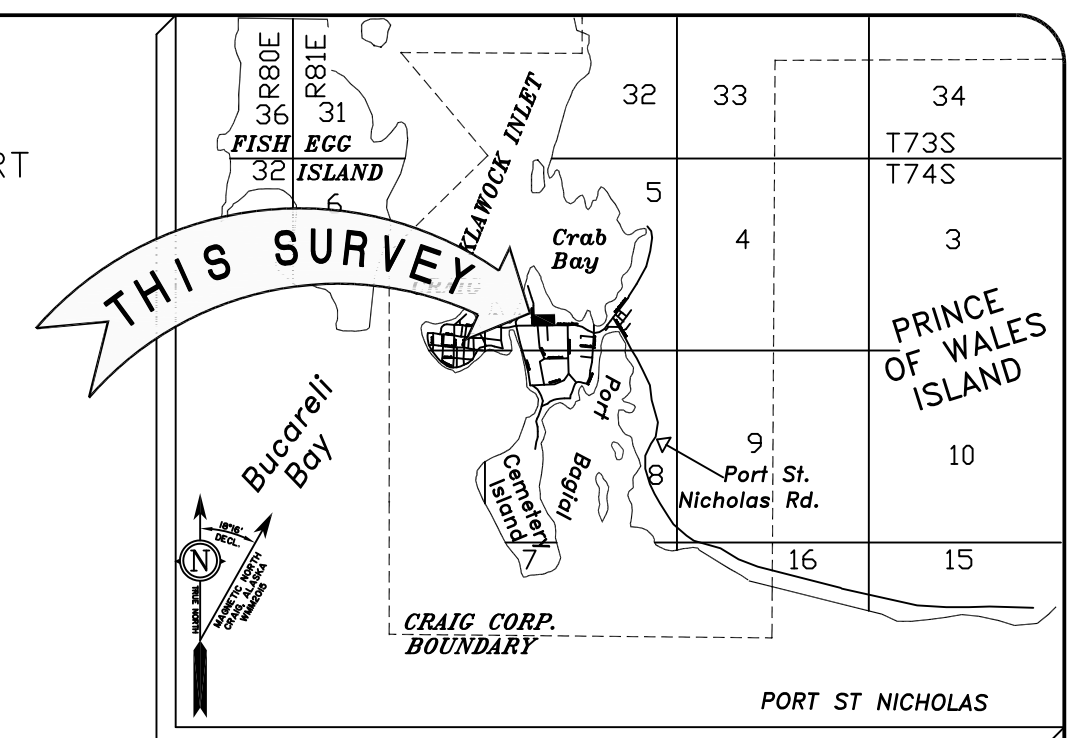
1. TRACT P (5.00 ACRES)

NEW LOT AREAS

- 1. LOT P-2 (187,632 SQ. FT)(4.307 ACRES)
2. R.O.W. (29,785 SQ. FT)(0.684 ACRES) PTN OF TRACT P

LEGEND

- 5/8 REBAR 30" LONG WITH 2" ALUM CAP WITH PLASTIC INSERT SET THIS SURVEY
SECONDARY MONUMENT RECOVERED THIS SURVEY
SECONDARY 5/8" REBAR RECOVERED THIS SURVEY
UTILITY EASEMENT AREA
DATA MEASURED OR CALCULATED
DATA OF RECORD PLAT 91-25
DATA OF RECORD PLAT 88-39
DATA OF RECORD PLAT 83-5
DATA OF RECORD USS 2327
DATA OF RECORD PLAT 2000-15
DATA OF RECORD PLAT 86-28
PREVIOUS PROPERTY LINE



VICINITY MAP:

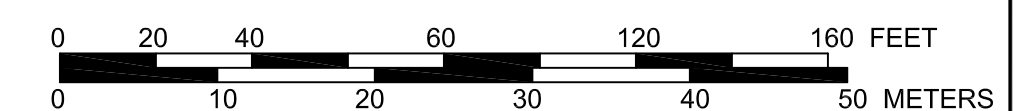
SDURCE: U.S.G.S. QUADRANGLE CRAIG (C-4), ALASKA 1985 1" = 1 MILE

PLAT NOTES

- 1. THE PURPOSE OF THIS SURVEY IS TO REPLAT TRACT P, DEDICATING A PORTION OF TRACT P TO A R.O.W., WHILE THE REMAINING PORTION WILL BECOME LOT P-2.
2. REFERENCE THE FOLLOWING WITHIN THE KETCHIKAN RECORDING DISTRICT: PLAT 2000-15, PLAT 91-25, PLAT 88-39, PLAT 86-28, PLAT 83-5, U.S. SURVEY NO. 2327, EASEMENT 2018-001459-0, EASEMENT 2018-001700-0
3. REFERENCE AK. ESCROW AND TITLE INSURANCE AGENCY CERTIFICATE TO PLAT FILE NO. XXXX.
4. ALL BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARING AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.
5. THE ERROR OF CLOSURE DOES NOT EXCEED 1:5000.

SCALE 1"=40'

THIS DRAWING MAY BE REDUCED, VERIFY SCALE BEFORE USING



1 METER = 3.2808333 U.S. SURVEY FEET 1 U.S. ACRE = 0.4047 HECTARES

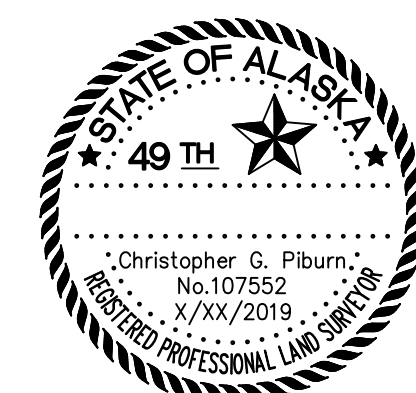
KETCHIKAN RECORDING DISTRICT

Revisions table with columns for No. and Dr. A large 'PRELIMINARY' watermark is overlaid on the table. Below the table is the contact information for R&M ENGINEERING-KETCHIKAN: 7180 REVILLA ROAD, SUITE 300, KETCHIKAN, AK 99901. Phone: (907) 826-2294.

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN 2019 A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.

X/xx/2019 CHRISTOPHER G. PIBURN LS 107552



CERTIFICATE OF AUTHORIZATION #: C576

PROJECT: A REPLAT OF TRACT P AND EASEMENT DEDICATIONS; CREATING LOT P-2, TRACT P REPLAT, CITY OF CRAIG, K.R.D.

**CITY OF CRAIG
PLANNING COMMISSION**

Staff Report
April 18, 2019

Applicant: Chris Piburn and Mike Hamme
Requested Action: Approval of Preliminary Plat of Lots 3B2 and 3B3, USS 2327
Location: 520/522 West Hamilton Drive
Zoning: High Density Residential
Surrounding Uses: North: High Density Residential
South: High Density Residential
East: High Density Residential
West: ROW/Marine Industrial

Analysis

Chris Piburn applied for and received a conditional use permit to allow for a landing to encroach into the 10' sideyard setback with the condition that he replat the property within 12 months to resolve the encroachment. Mr. Piburn has worked with Mr. Mike Hamme (adjacent landowner) to adjust the common property line to meet this condition. The preliminary plat that is being considered for approval adjusts the property line so that the landing/deck is a minimum of 10' from the property line.

The city planner is currently reviewing the plat and will include comments for the planning commission at the April 25, 2019 meeting.

The following actions should be taken as part of the final plat submission to the City of Craig for approval:

1. All comments made by the city planner and planning commission shall be incorporated into the final plat.
2. A .dxf/ .dwg copy and Adobe .pdf copy of the final plat shall be submitted to the city. The electronic copy of the plat shall be submitted by email or hand delivered to the City of Craig.
3. Remove all contours, improvements, utility lines, water/sewer services, fire hydrants and other extraneous items from the printed copies of the final plat prior to submission.
4. All corners for Tract P-2 as shown on the plat shall be monumented in the field.

Applicant shall submit one full size paper copy and one full size mylar copy, with surveyor and owner signatures completed, to the City of Craig for final approval after all conditions/corrections shown above have been made.

Recommendation

That the planning commission approve Resolution 588-19-PC, approving the preliminary plat creating Lots 1 and 2, Harborview Subdivision.

**CITY OF CRAIG
PLANNING COMMISSION**

RESOLUTION 588-19-PC

GRANTING PRELIMINARY PLAT APPROVAL TO CHRIS PIBURN AND MIKE HAMME TO REPLAT LOTS 3B2 AND 3B3, TRACT B, USS 2327

WHEREAS, the Planning Commission held a public hearing on April 25, 2019; 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 Harborview Subdivision and will grant final plat approval once the following conditions are met:

- 1. that the comments provided by the Craig City Planner and Craig Planning Commission are incorporated into the final plat;
- 2. that all property corners be monumented with rebar and capped;
- 3. that the final plat conform to the requirements of 18.09.009-010 of the Craig Land Development Code;

4. that the final plat be submitted in .DWG format and on reproducible mylar and bond paper as directed by the Craig City Planner;

Approved this 25th day of April 2019.

Sharilyn Zellhuber, Chairman

Brian Templin, City Planner

CERTIFICATE OF OWNERSHIP AND DEDICATION

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

DATE _____
CHRIS PIBURN

DATE _____
CHAUNDELL PIBURN

NOTARY'S ACKNOWLEDGMENT

U.S. OF AMERICA
STATE OF ALASKA
CITY OF CRAIG

THIS IS TO CERTIFY THAT ON THIS _____ DAY OF _____, 20____, BEFORE ME, THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED _____,

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND THEY ACKNOWLEDGED TO ME THAT THEY SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

MY COMMISSION EXPIRES _____

CERTIFICATE OF OWNERSHIP AND DEDICATION

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

DATE _____
MICHAEL HAMME

NOTARY'S ACKNOWLEDGMENT

U.S. OF AMERICA
STATE OF ALASKA
CITY OF CRAIG

THIS IS TO CERTIFY THAT ON THIS _____ DAY OF _____, 20____, BEFORE ME, THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED _____,

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND THEY ACKNOWLEDGED TO ME THAT THEY SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

MY COMMISSION EXPIRES _____

TAX STATEMENT

I HEREBY CERTIFY THAT ALL AD VALOREM TAXES, SPECIAL ASSIGNMENTS AND OTHER CHARGES REQUIRED BY LAW TO BE PLACED ON THE TAX ROLL HAVE BEEN PAID.

DATE _____ CITY CLERK _____

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE CRAIG LAND DEVELOPMENT CODE - SUBDIVISION ORDINANCE. ALL DEDICATIONS TO THE PUBLIC HAVE BEEN INSPECTED AND ACCEPTED BY THE CITY OF CRAIG.

DATE _____ CITY PLATTING OFFICIAL _____

DATE _____ PRESIDING OFFICER - PLANNING COMMISSION _____

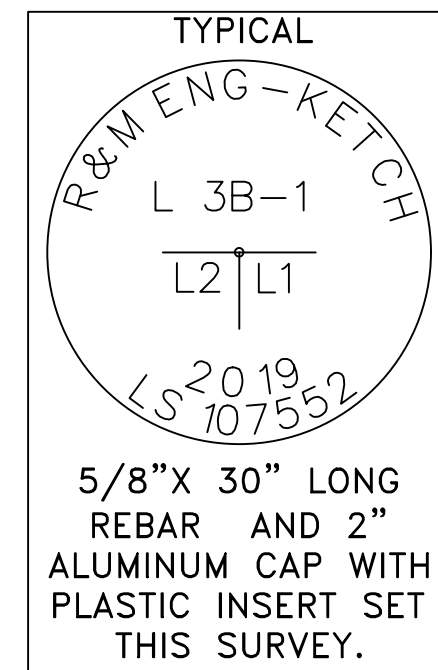
DATE _____ PLANNING COMMISSION MEMBER _____

GPS BASIS OF BEARINGS

THE BASIS OF BEARINGS ON THIS PLAT WAS DETERMINED BY A HIGH-PRECISION GPS SURVEY USING TRIMBLE R8 RECEIVERS DIFFERENTIALLY CORRECTED AND PROCESSED USING TRIMBLE BUSINESS CENTER V 4.1 SOFTWARE.

CLIENT: CHAUDELL PIBURN
P.O. BOX 1273
CRAIG, ALASKA 99921

DRAWN BY: CGP
CHECKED BY: CGP
DATE PLATTED: MARCH 2019
DATE SURVEYED: JAN, 2019
SCALE: 1"=20'
SURVEYED BY: CGP
PROJ NO.: PIBURN



CERTIFICATE OF BENEFICIARY

I, THE UNDERSIGNED HEREBY CERTIFY THAT FIRST BANK HOLDS A BENEFICIARY INTEREST IN THE PROPERTY SHOWN HEREON, ON BEHALF OF TONGASS FEDERAL CREDIT UNION, I HEREBY APPROVE THIS SURVEY AND PLAT.

INTEREST IN PROPERTY: _____

REPRESENTING: _____

ADDRESS: _____

SIGNATURE: _____ DATE: _____

PRINTED NAME: _____ TITLE: _____

CERTIFICATE OF IMPROVEMENTS

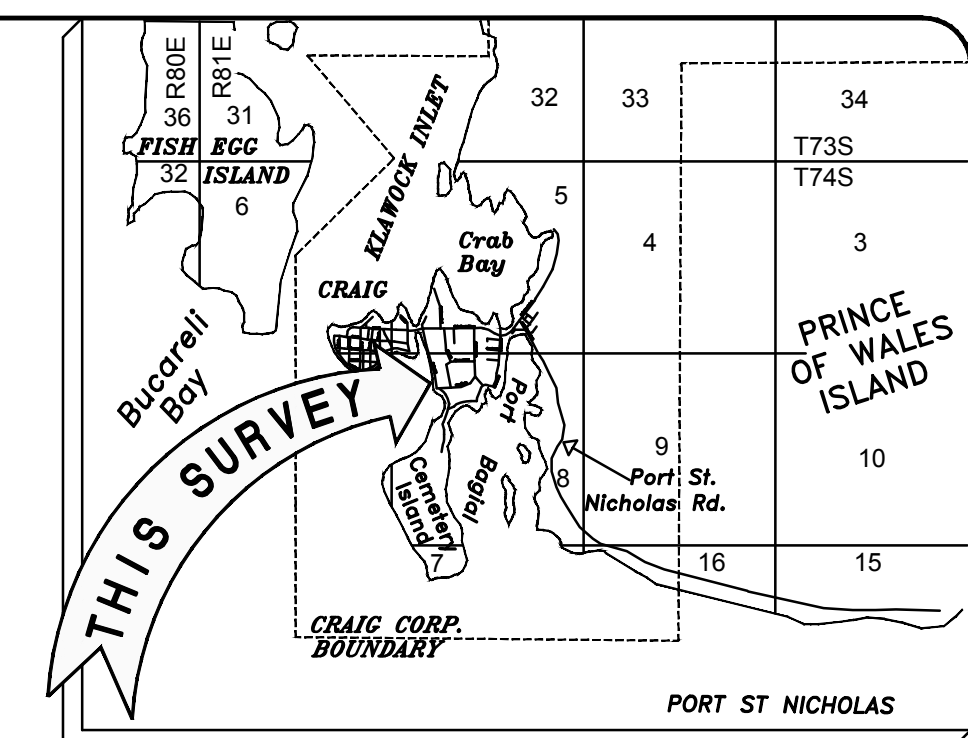
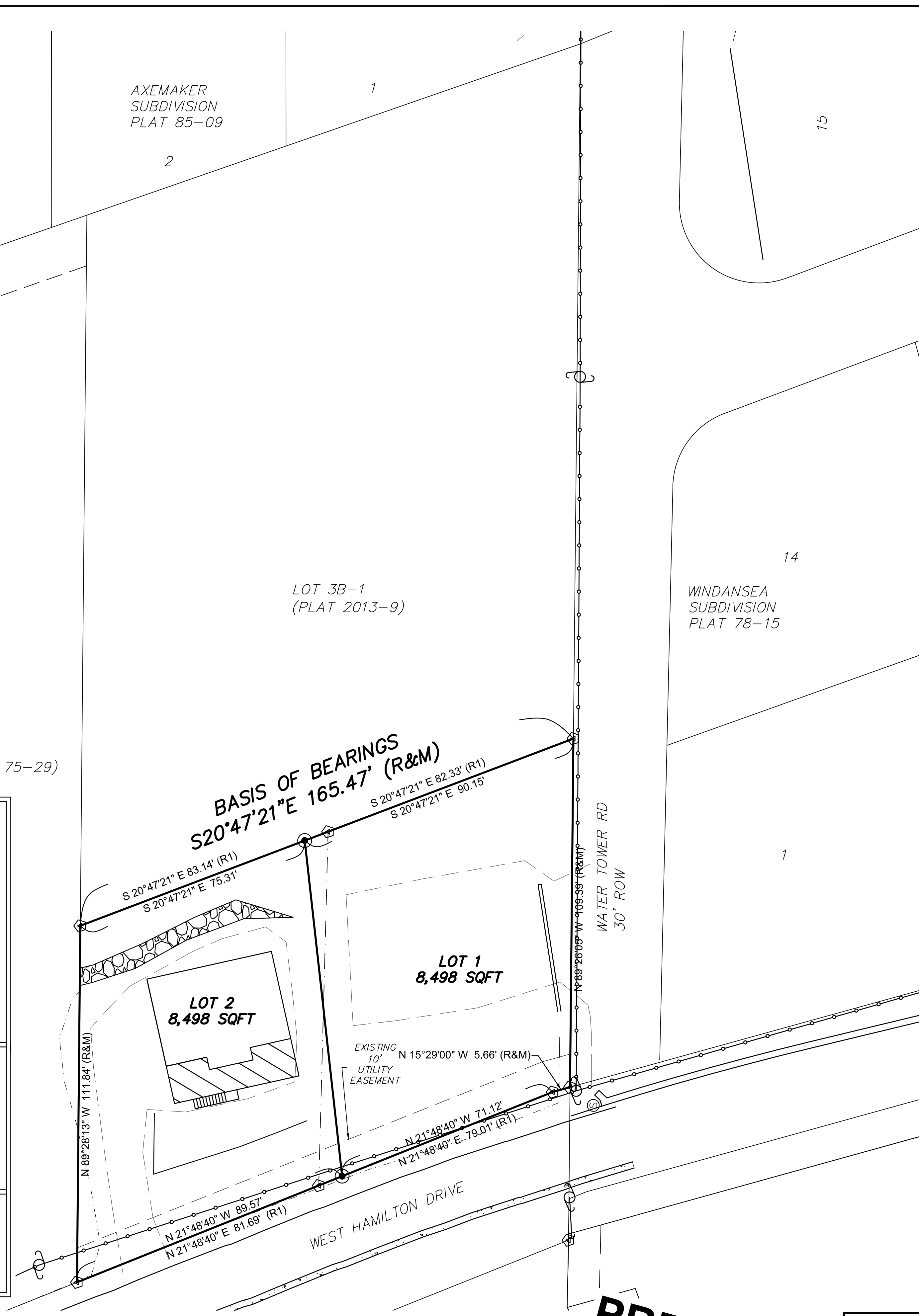
I HEREBY CERTIFY THAT NO IMPROVEMENTS ARE REQUIRED FOR THE VACATION / REPLAT.

DATE _____ PUBLIC WORKS DIRECTOR _____

DATE _____ CITY PLATTING OFFICIAL _____

GPS BASIS OF BEARINGS

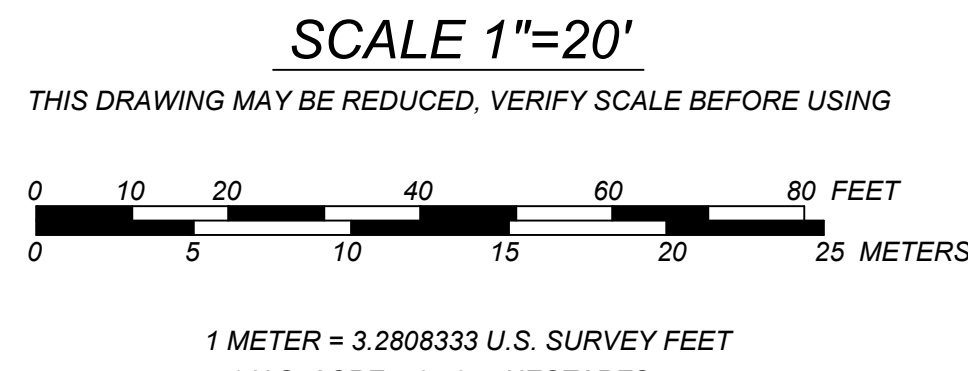
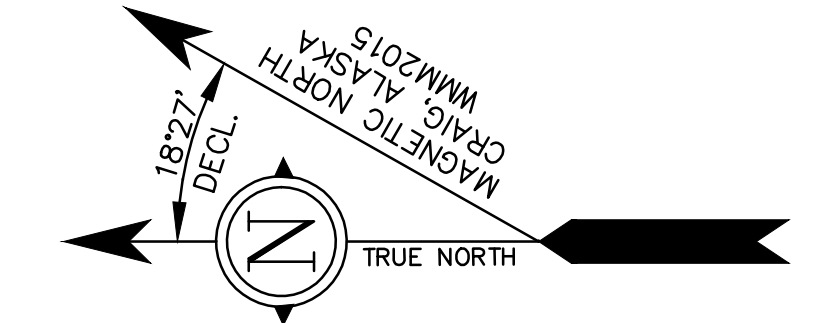
THE BASIS OF BEARINGS ON THIS PLAT WAS DETERMINED BY A HIGH-PRECISION GPS SURVEY USING TRIMBLE R8 RECEIVERS DIFFERENTIALLY CORRECTED AND PROCESSED USING TRIMBLE BUSINESS CENTER V 4.1 SOFTWARE.



LEGEND:

- Recovered 2 Aluminum Cap
- Secondary Monument Set This Survey
- Unsurveyed
- Surveyed
- Boundary Line Being Vacated This Plat
- Easement of Record
- (R1) Record (Plat 2013-09, KRd)
- (R&M) Record and Measured

- PLAT NOTES**
- THE PURPOSE OF THIS SURVEY IS TO REPLAT LOTS 3B-2 AND 3B-3 TO ADJUST THE LOT LINE BETWEEN THEM
 - REFERENCE THE FOLLOWING WITHIN THE KETCHIKAN RECORDING DISTRICT: USS 2327, PLAT 75-29, PLAT 2013-9.
 - REFERENCE AK. ESCROW AND TITLE INSURANCE AGENCY CERTIFICATE TO PLAT FILE NO. .
 - ALL BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARING AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.
 - THE ERROR OF CLOSURE DOES NOT EXCEED 1:5000.



KETCHIKAN RECORDING DISTRICT

Revisions		
No.	Date	Description

R&M ENGINEERING-KETCHIKAN, INC. Phone: (907) 225-7917
7180 REVILLA ROAD, SUITE 300 Fax: (907) 225-3441
KETCHIKAN, AK 99901
CRAIG OFFICE Phone: (907) 826-2294
P.O. BOX 1273
CRAIG, AK 99921
CERTIFICATE OF AUTHORIZATION #: C576

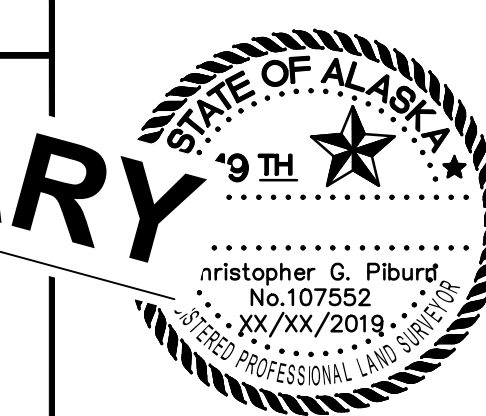
PROJECT: **HARBORVIEW REPLAT**
A BOUNDARY VACATION AND REPLAT OF LOTS 3B-2 & 3B-3, OF PLAT 2013-9, KRd CONTAINING 0.40 ACRES

PRELIMINARY

SURVEYOR'S CERTIFICATE

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

XX/XX/2019
DATE CHRISTOPHER G. PIBURN LS 107552



CITY OF CRAIG MEMORANDUM

To: Craig Planning Commission
From: Brian Templin, City Planner
Date: April 18, 2019
RE: Craig Cannery Site Development – Building Disposition Hearing and Discussion

In February Staff conducted a joint workshop with the planning commission and city council to discuss the history, current status, and next steps in the development of the Craig Cannery Site property. At the workshop it was outlined that the planning commission would act as the lead body to take public comment, hold discussion, and make recommendations to the city council on a variety of issues including:

- Disposition of buildings and other improvements currently on the site
- Layout of roads and utilities
- Land use and zoning
- Development of parcels for city and private development

At the March 28, 2019 meeting the planning commission took comments and had some discussion related to the buildings and the harbor on the site. The discussion is summarized in the meeting minutes for that meeting.

The planning commission had a number of questions about how best to proceed with the discussion. Chair Zellhuber has suggested that talking about buildings one by one might be the best way to work through the site.

Due to other commitments I have not had time to prepare detailed information for the planning commission's April 25th meeting.

At the April 25th meeting the planning commission should take any additional public comments. I will prepare additional information for the commission's May 23rd meeting to include a discussion on specific buildings and a general drawing of the site showing street projections (1st Street, 2nd Street, and Water Street) and existing buildings to help with the discussion.

There is no formal action to take at the April 25th meeting.

CITY OF CRAIG MEMORANDUM

To: Craig Planning Commission
From: Brian Templin, City Planner
Date: April 18, 2019
RE: Skateboard Park – Site Analysis

At the February 28, 2019 Planning Commission meeting the commission looked at a number of potential sites for placement of a new skateboard park.

After taking public comment on the potential sites the commission asked that more information be brought back on the site on East Hamilton and the site on Spruce Street for further discussion at the March 28, 2019 meeting.

At the March 28th meeting the commission took additional comments and determined that the two sites being considered both had advantages and disadvantages. The commission did not have a clear preference and asked staff to develop a recommendation on how to proceed.

Since both sites have some distinct advantages and disadvantages it would be helpful for the commission to direct formation of a working group to draw up concepts for both sites to see what style and size of park will work best. This will provide some additional information for the planning commission to make a recommendation to the city council on a preferred site.

At the April 25th planning commission meeting the commission should take any additional public comment on the sites and direct staff to solicit volunteers (preferably potential park users) to work on concept designs for both sites with the goal of providing additional direction to the planning commission.

The working group should consist of 4 – 5 people and should include the City Planner and at least one planning commissioner. The group should work on some concepts and provide information to the commission by June or July of this year.

Recommendation: Direct staff to solicit for volunteers for a skatepark design working group.

Additional Recommendation: One or more planning commissioners should volunteer to participate in the planning group.

CITY OF CRAIG MEMORANDUM

To: Craig Planning Commission
From: Brian Templin, City Planner
Date: April 18, 2019
RE: Stairs and Landing Definition Discussion (Continued)

In 2015 the Craig City Council adopted Ordinance 676 which added “Stairs and Landings Built Within Property Setbacks” as a conditional use in residential zones.

A recent conditional use permit application for this use was submitted to the planning commission for review. The commission felt that the application was potentially more of a deck than a landing due to its size and proximity to the stairway. The commission passed the use permit but requested some research and further discussion about defining “stairs and landings”.

Staff reported at the February 28, 2019 commission meeting that no similar definition had been found in other municipal or building codes. Per the commissions direction staff prepared a draft definition for the March 28, 2019 meeting. There were a couple of minor changes and the commission asked for an updated definition at the next meeting.

Updated Draft Definition for “Landing”

For the purpose of this section, landing means that area of a deck, stoop, landing, porch, or similar structure which is immediately adjacent to the top stair tread and extends to an area no more than six feet (6’) in any direction from the edge of the stair tread. No fixtures (including but not limited to benches or planters) shall be permanently affixed to any landing that encroaches into the setbacks.

The planning commission should discuss the draft definition and make changes as necessary. If the commission adopts a definition it can be held as an interpretation until such time that it is adopted in municipal code.