

CITY OF CRAIG PLANNING COMMISSION AGENDA

Meeting of January 25, 2023
7:00 p.m., Craig City Council Chambers

Roll Call

Sharilyn Zellhuber (Chair), John Moots, Kevin McDonald, Barbara Stanley, Jeremy Crews

Approval of Minutes

1. November 30, 2023 Minutes

Public Comment

1. Non-Agenda Items

Public Hearing and New Business

1. PC Resolution 623-24-PC – New Hope Baptist conditional use permit to operate a new religious assembly building on Lot 9A, Block 2, ANCSA14c3 (116 Tanner Crab Court).

Old Business

1. PC Resolution 613-23-PC – Replat for merging Craig Tribal Association Medium-Density Lots 18E, 18F 18G on Tract 18 at 1701 Hamilton Drive.
2. PC Resolution 621-23-PC – Final plat for Shaan-Seet Inc. to replat Commercially Zoned Lot 1 and Lot 2 of USS 2613 (1700 & 1710 Craig-Klawock Highway).

Adjourn

The meeting will be available by teleconference for both the public and planning commissioners. To call into the planning commission meeting call 1-800-315-6338, code 63275#. Commissioners can participate and vote by phone if they wish.

CITY OF CRAIG
PLANNING COMMISSION MINUTES
Meeting of November 30, 2023

Roll Call

Sharilyn Zellhuber (Chair), John Moots, Kevin McDonald, Barbara Stanley, Jeremy Crews (exabs)

Public: Clinton Cook & Josh Bennett

Meeting Started at 7:00pm.

Approval of Minutes

1. October 12, 2023 Minutes. A motion was made and seconded to approve the minutes from the October 12, 2023 meeting.

MOTION TO APPROVE

MOOTS/STANLEY

APPROVED

Public Comment

1. Josh Bennet wanted to know when Daniel Nelson was due to move his greenhouse and if there was a building permit for 600 Cedar Street. Wilson stated that Daniel Nelson's greenhouse was due to be moved January 15th. Wilson asked for more information on the 600 Cedar Street issue as she did not know which property Josh was referring to, but that it may be a known issue. Josh did not know the name of the owner at 600 Cedar Street and did not elaborate on the construction or problem at that location.

Public Hearing and New Business

1. PC Resolution 621-23-PC – Preliminary plat for Shaan-Seet Inc. to replat Commercially Zoned Lot 1 and Lot 2 of USS 2613 (1700 & 1710 Craig-Klawock Highway).

Wilson gave a brief review of the plat, noting that this was a desired replat from Shaan-Seet Inc. and had nothing to do with City of Craig requirements.

Moots noted the unusual shape of the lot and asked why Shaan-Seet did not subdivide Lot 2 and leave Lot 1. Wilson noted that the first draft of the replat depicted three lots, but Shaan-Seet decided to maintain two lots. Wilson was uncertain about the reasoning behind the change. Clinton Cook, President of the Craig Tribal Association, stated that Shaan-Seet wanted to retain access to the water for future projects.

Wilson stated that there were no written or public comments regarding this replat.

2. PC Resolution 622-23-PC – Variance for Craig Tribal Association to maintain a structure encroaching into the 10' sideyard setback in a Commercial Zone at 404 Main Street (Lot 2, Block 18, USS 1430).

Wilson noted this was an enforcement issue that had been drawn out over a year, starting with the previous owner, Aimee Demmert, who initiated construction without a building permit.

Clinton Cook stated that the ongoing issue with the property was not brought to the attention on the Craig Tribal Association and that the City failed to do their job. Clinton stated that their realtor, broker, and title agencies did not find any liens or other red-flags when purchasing the property for cash. Clinton feels that there was improper communication within the City of Craig and that the City should have stopped the sale or put a lien on the property.

Clinton stated that a letter had been incorrectly sent to Shaan-Seet Inc. rather than the Craig Tribal Association regarding the encroachment. Wilson apologized and stated she would review the notice letters about the ongoing problem and ensure a mix-up did not happen in the future (*Editor's note: on further investigation, it was determined that all appropriate Craig Tribal Association letters were sent to the CTA. Shaan-Seet Inc. received a public notice letter due to being an adjacent property owner. Shaan-Seet Inc. is an adjacent property owner and was an intended public notice recipient*).

Josh Bennett asked what the building permit stated. Bennett noted that he had built the deck in question and was shut down during construction. Bennett further noted that he had eventually received approval to continue construction. Wilson stated that the building permit was approved with the expectation the deck/grade would be adjusted to meet code. Raising the grade of the property so that the deck was 30" or less from grade would make it a non-structure and meet code. Bennett stated that it appeared to him that the Craig Fire Chief approve the construction and that all the boxes had been checked off. Bennett further stated that the property being commercial property should allow the construction to encroach within the setback. Wilson noted that the City Fire Chief is not the appropriate authority to approve encroachments, nor is the City Planner; that is the role of the State Fire Marshal. Encroachments may occur on commercially zoned property with approval of the State Fire Marshal, but the State Fire Marshal does not review residences with under four dwelling units. Wilson reiterated that the building permit was approved with the understanding that the original property owner would raise the grade to meet code. Bennett would like to see future clarification of the 30" rule in the Craig Municipal Code.

Wilson noted she spoke to at least four individuals over the phone regarding the property in question and the ongoing issues with 404 Main Street. The problem was also noted in MARS, the City of Craig's municipal assessment system. Wilson cannot verify what information was conveyed through the City Clerk's office, or if/why information she provided to inquirers did not go up the chain-of-command in the Craig Tribal Association.

Clinton stated that fixing the issue by raising the grade would be problematic due to potential drainage issues as well as physical practicality. Clinton asked if pavers could be used. Wilson stated that pavers were an unlikely solution as they could so easily be removed, but acknowledged that gravel is fairly easy to wash away as well. Clinton stated that the height from grade was only about 36" while Wilson noted that her measurements put it at 46" from grade in the worst corner.

Zellhuber reiterated that the solutions were raising the grade 16" to render the deck a non-structure or to obtain State Fire Marshal approval, although Wilson noted the structure was unlikely to qualify for Fire Marshal review. Stanley asked what the typical time period was on Fire Marshal review and wondered if it would be something the Fire Marshal could look at on a trip to Prince of Wales. Bennet confirmed that the Fire Marshal keeps a strict schedule and does not add buildings for review during trips. Wilson stated that in her experience with another commercial building, it took many months for the review to be completed; she understood that to be due to COVID backlogs and that the time scale for that review was unusual. Clinton stated for Green Street Marijuana Retail Facility, the review took 9 months. Clinton stated that the Craig Tribal Association was not interested in pursuing Fire Marshal review due to the extensive work that would require. The commission reviewed the definition of a structure and discussed the wording. Wilson acknowledged that removing the encroaching portion of the deck was another way of addressing the issue.

Commissioner Zellhuber asked to clarify if the variance was still requested. Wilson added the variance is the only function that required Planning Commission discussion, other solutions could be discussed outside of the Planning Commission meeting. Clinton confirmed interest in pursuing the variance.

Criteria 1:

Moots asked about the grade of the property, Wilson stated that the property sloped slightly towards the problem corner. Wilson also stated during her discussions with the Fire Chief, that he noted the entire structure could have been built lower and likely met code. Kevin McDonald noted that his own deck (since removed) had been approved within the setback and was quite a bit taller than the Demmert deck. Wilson noted that a deck as described by Kevin should not have been approved, but she did not have enough information to determine how or why the discrepancy had happened. Clinton noted that rewording of the code could allow a percentage of the deck to meet the under 30" requirement. Zellhuber

asked if the code language could be changed. Wilson stated that using a percentage would make evaluation more difficult, and the intent of the code was to define structures. Commissioner McDonald felt the Criteria was met while Moots, Stanley, and Zellhuber were more uncertain but stated that it might be met. The Criteria was temporarily skipped. Upon reviewing the remaining Criteria, all Planning Commissioners ultimately determined that Criteria 1 was MET.

Criteria 2:

Moots felt that Criteria 2 appeared to be met, but acknowledged feeling conflicted. Wilson noted that the first two criteria were more subjective and that Criteria 3, 5, and 7 would require more discussion. Wilson acknowledged drainage being the primary issue for addressing the problem. The Planning Commissioners agreed that Criteria 2 was MET.

Criteria 3:

Wilson acknowledged the issue with fire response due to the encroachment but acknowledged that the extra height was unlikely to stop fire fighters during a response. Wilson also acknowledged that an open deck was unlikely to be a significant fire risk. Wilson stated the more likely issue was prejudice to other property owners. Zellhuber acknowledged the potential for future prejudice if an adjacent lot owner wished to build something nearby or if the adjacent properties were sold. No public comment was received regarding the encroachment and currently no nearby structures were affected. Any future structure would be expected to maintain at least 6 feet of distance from the current structure. Moots noted the deck does not change the geometry or slope of the lot. The Planning Commissioners agreed that Criteria 3 was MET.

Criteria 4:

The Planning Commissioners agreed that Criteria 4 was MET.

Criteria 5:

The Planning Commissioners agreed that Criteria 5 was MET.

Criteria 6:

The Planning Commissioners agreed that Criteria 6 was MET.

Criteria 7:

Zellhuber reiterated that the variance cannot be sought solely to relieve monetary hardship or inconvenience. She asked Clinton if he had any other reasons for seeking the variance. Clinton noted the drainage issue if grade were raised under the deck. Wilson noted the other solution to solving the problem was to remove the encroaching portion of the deck or lower the encroaching portion that was over 30". Bennett stated that the code was problematic as adding a step could fix the issue. Wilson stated that the issue was not the code, but the building permit not being approved prior to construction of the deck. Wilson stated that making

the encroaching portion a step-down was an option available to Tammy and Aimee Demmert. Zellhuber acknowledged that her biggest issue was approving the variance if removing the encroaching portion was still an option to meet code. After some confusion, Wilson clarified that Bennett's idea of adding a step-down within the setback while retaining the oversized encroachment did not resolve the problem. McDonald, Stanley, and Moots Determined that Criteria 7 was MET.

Commissioner Zellhuber confirmed that the Planning Commission had determined all seven criteria were met and that a variance to grant the encroaching deck was approved.

MOTION TO APPROVE

MCDONALD/MOOTS

APPROVED (4-0)

Old Business

1. In a brief discussion, Wilson noted that Jeremy Crew's position was coming up for reinstatement. Due to Council Member Millie Schoonover's comments from 2022, Wilson would ask Crews if he is interested in maintaining his seat as a planning commissioner and advertise to see if any one else in Craig was interested in the position. If someone else is interested, Wilson will work with the Mayor and City Council on how they would like to proceed.

Wilson also noted that the City Council was interested in doing streetlight nominations. This public process would be brought up at the next Planning Commission meeting with advertisement.

Stanley asked about the outcome for the amendments to Title 18 allowing tiny homes in trailer parks. Wilson confirmed that the amendment had been approved by the council but the code still needed official updates. Stanley requested updated codes when the amendments are added.

The Planning Commission agreed to meet January 25th due to holidays and travel interfering with a December meeting. No immediate items are on the agenda.

Adjourn

A motion was made and seconded to adjourn the meeting at 8:19pm.

MOTION TO ADJOURN

MCDONALD/STANLEY

APPROVED

Chairman Sharilyn Zellhuber

Samantha Wilson, City Planner

CITY OF CRAIG PLANNING COMMISSION

Staff Report
January 25, 2024

Applicant: New Hope Baptist Church

Requested Action: Conditional Use Permit – Religious Assembly in Low-Density Residential Zone

Location: 9A, Block 2, ANCSA14c3 (116 Tanner Crab Court)

Lot Size: 35,977 SF

Zoning: Residential Low Density

Surrounding Uses: North: Low-Density Residential & Forestry
West: Low-Density Residential & Public
South: Low-Density Residential
East: Forestry

Analysis

New Hope Baptist Church operates a religious assembly at 116 Tanner Crab Court. The current building site, previously known as Lot 8, Block A, Crab Cove Height Subdivision was reviewed and approved as a location for religious assembly in a low-density residential zone on November 14, 2000. Since that time, two adjacent residential lots have been purchased by the church, and all three lots were merged in a replat approved on June 24, 2021.

New Hope Baptist Church is seeking a conditional use permit to add a new religious assembly building on Lot 9A. The new building would feature up to 150 seats in the primary sanctuary as well as a ½ court basketball-sized gym so attendees and/or children could play out of the weather. The old building would remain, continuing to serve its function as housing for the pastor and missionaries as well as serve as an event hall.

The total enclosed footprint of the new building, would be 8,370 sqft. The footprint of the old building is 2,400 sqft. Density requirements in a low-density residential neighborhood allow for the up to 50 coverage of the lot after the 10' setbacks are subtracted for the total lot size. As applied to lot 9A, up to 14,300 sqft of the lot may be covered by buildings so long as needs for off-street parking are still met. As indicated in the plans, this means 10,770 sqft of the lot will be covered and density standards are met.

Off-street parking will need to be considered for the added use. The Craig Municipal Code, Section 18.14.030 C states churches must have one parking space for each 5 seats. The new building is planned to host up to 150 seats and would therefore require up to 30 parking spaces.

The gym appears to best fit under Section G. General school auditorium (paraphrased) which would require one parking space for each 400 sqft. The entire gym area with storage and balcony considered covers approx. 3,030 sqft, requiring up to 8 parking spaces. If only the active gym area is considered, only six parking spaces would be required for the gym area (approx. 2,399 sqft). The old building would be considered on the old lot space with the original parking covered by the current/original conditional use permit. The planned lot appears to depict 38 parking spaces, although three of those are included on the old lot which hosts the old building.

As required by the Craig Municipal Code Chapter 18.14 a standard parking space must be at least 8' x 20' and exist entirely off of street-front. If a row of parking is provided in the front, and parallel parking is provided in the back (20' & 8' respectively), up to 12' would be left for the alley/driving path in the back of the building.

A public notice was sent to all property owners within 300' of the subject property. Due to abundant inquiry prior to the submission of a conditional use permit, notices were sent to the entirety of Tanner Crab Court to ensure all concerned individuals receive a notice letter.

Other features of the building will be met through the building permit process. The retaining wall is depicted as oversized in the drawing due to rendering limitations, but will be under 6' within the property setback as required. Retaining walls over 6' tall are not permitted within property setbacks.

Prior concerns expressed by individuals living in Tanner Crab Court include parking, increased traffic, planned commercial use on the site, and noise. These concerns were expressed prior to the submission of this conditional use permit application. As this intended use is located on a low-density residential lot, potential disruption to residents should be taken into consideration.

I have attached a copy of the application.

Per 18.06.002 of the LDC, the following criteria shall be met before a conditional use permit may be issued:

1. That the proposal is consistent with the Craig Comprehensive Plan, the Craig Municipal Code, and other applicable ordinances.
2. That the proposed use is conditionally permitted in the zone.
3. That the proposed use is compatible with other existing or proposed uses in the area affected by the proposal.
4. That the proposed use would not create noise, odor, smoke, dust, or other objectionable pollutants creating impacts on surrounding areas.
5. That the proposed use would not affect the health and safety of persons or property.
6. That the location, size, design and operating characteristics will mitigate conflicting uses.
7. That unsightliness, building height, or structural incompatibility would not significantly affect surrounding areas or the designated viewshed.

8. That the proposal would not have a significant detrimental effect on property values in the area.
9. That all utilities required by the proposed use are adequate or will be made adequate by the applicant at no additional expense to the city and will not interfere with utility capacity to serve other areas of the city.
10. That access is adequate to serve the additional volume and type of traffic generated and would not threaten health and safety by significantly altering traffic volumes and patterns.
11. That adequate off-street parking is provided. (See Chapter 18.14, Parking.)
12. That the proposed use would not degrade land, air, water, or habitat quality.
13. That the proposed use will not interfere with the efficiency of, the planned expansion of, or access to water dependent or water related uses unless: 1) there is a documented public need for the proposed use, 2) no alternative site, and 3) the public good will be served better by the proposed use than by the water dependent or water related use.
14. That other relevant objections made evident at the public hearing are addressed.
15. That the proposed use and development do 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.

Criteria 1, 3, 5-9, 13, and 15 of this section appear to be met on the face of the application. The commission should discuss Criteria 2, 4, 10, 11, and 14 at the public hearing on January 25, 2024. Criteria 2 should be discussed due to the changed use of the event hall. The Planning Commission must determine if this use fits under religious assembly or if that use would require its own CUP. Criteria 4 and 10 should be discussed with regards to the increased use of the area, addition of a gym, and any comments that arise from the public.

Recommendation

That the planning commission discuss the required criteria for approval at the January 25, 2024 meeting and consider adoption of Resolution 623-24-PC granting a CUP to the New Hope Baptist Church to operate a new religious assembly on 116 Tanner Crab Court (Lot 9A, Block 2, Tanner Crab Court Subdivision) subject to the following conditions:

1. that the conditional use permit is not transferable to another individual or location;
2. that all parking associated with use will be off-street.;
3. that no commercial activity or activity that otherwise is not permitted under Section 18.05.001 in a Low-density residential zone.
4. that this conditional use permit is voidable by the City of Craig, at its sole discretion, if the applicant is unable to meet the above conditions.;
5. the conditional use permit may be reviewed by the Planning Commission 12 months after approval to ensure compliance with these provisions.

**CITY OF CRAIG
PLANNING COMMISSION
RESOLUTION 623-24-PC**

APPROVING A REQUEST BY THE NEW HOPE BAPTIST CHURCH FOR A
CONDITIONAL USE PERMIT FOR RELIGIOUS ASSEMBLY IN A RESIDENTIAL
ZONE AT LOT 9A, BLOCK 2, CRAB COVE HEIGHT SUBDIVISION

WHEREAS, the Planning Commission held a public hearing on January 25, 2024; and,

WHEREAS, public notice was given in accordance with Section 18.06.002 of the Craig Land Development Code; and,

WHEREAS, the Planning Commission finds that the specific criteria of Section 18.06.002.C of the Craig Land Development Code are met as follows:

1. The proposal is consistent with the Craig Comprehensive Plan, the Craig Coastal Management Program, the Craig Municipal Code, Craig Reconveyance Plan, and other applicable ordinances.
2. The proposed use is conditionally permitted in the Commercial zone.
3. The proposed use is compatible with other existing or proposed uses in the area affected by the proposal.
4. The proposed use would not create noise, odor, smoke, dust, or other objectionable pollutants creating impacts on surrounding areas.
5. The proposed use would not affect the health and safety of persons or property.
6. The location, size, design and operating characteristics will mitigate conflicting uses.
7. That unsightliness, building height or structural incompatibility would not significantly affect surrounding areas or the designated viewshed.
8. The proposal would not have a significant detrimental effect on property values in the area.
9. All utilities required by the proposed use are adequate or will be made adequate by the applicant at no additional expense to the city and will not interfere with utility capacity to serve other areas of the city.
10. Access is adequate to serve the additional volume and type of traffic without threatening health and safety or significantly altering traffic volumes and patterns.
11. Adequate off-street parking is provided.
12. The proposed use will not degrade land, air, water or habitat quality.
13. The proposed use will not interfere with the efficiency of, the planned expansion of, or access to water dependent or water related uses.
14. Other relevant objections made evident at the public hearing are addressed.
15. The proposed use and development do 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.

NOW, THEREFORE, BE IT RESOLVED, that the Planning Commission approves the request by the New Hope Baptist Church for a conditional use permit for religious assembly in a residential zone at Lot 9A, Block 2, Tanner Crab Court Subdivision, subject to the following conditions:

1. that the conditional use permit is not transferable to another individual or location;
2. that all parking associated with use will be off-street.;
3. that no commercial activity or activity that otherwise is not permitted under Section 18.05.001 in a Low-density residential zone.
4. that this conditional use permit is voidable by the City of Craig, at its sole discretion, if the applicant is unable to meet the above conditions.;
5. the conditional use permit may be reviewed by the Planning Commission 12 months after approval to ensure compliance with these provisions.

Approved this 25th day of January, 2024.

Chair Sharilyn Zellhuber

Samantha Wilson, Planner

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[Home](#) > [Conditional Use Permit Application](#) > [Webform results](#) > Submission #7

Submission information

Form: [Conditional Use Permit Application](#) [1]

Submitted by Visitor (not verified)

Tue, 01/09/2024 - 3:51pm

64.186.123.169

Applicant's Name

New Hope Baptist Church of Craig

Applicant's Address

116 Tanner Crab Court

PO Box 139

Craig, AK 99921

Applicant's Telephone Number

561-253-4083

Applicant's Email Address

kevin@whaletailrx.com

Property Legal Description (Lot, Block/Tract, and Survey Number)

Lot 9A Block 2 Survey 94-14, 2000-05

Subdivision Name

Crab Cove Heights

Lot Size

35,977 Sq Ft

Township and Range

74 South 81 East

Describe in detail the conditional use requested.

1. Religious assembly in a low residential zone. A conditional use permit should be on file with the city for Lot 8

Site/Plot Plan showing lot lines, building locations, parking spaces, and other relevant information.

[craig_nhbchurch_c1.pdf](#) [2]

What types of chemicals, processes, machinery or equipment will be used?

None

Approximately how many days per week and how many hours per day will the proposed use operate?

Regular schedule for operation is 4 hours Sunday, 2 hours Wednesday, and 2 Hours Friday

What noise, odor, smoke, dust, or other pollutants could be caused by the proposal?

Traffic noise but not more than is currently present.

What types of uses are currently located within 300 feet of the exterior property boundaries?

Residential homes. Lot 8 of the combined 3 lots (8, 9, & 10A) is currently covered by a conditional use permit and is operating as the same church.

What types and sizes of buildings, signs, storage and loading areas, screening, etc. are planned (size, height, type)?

A new fellowship hall with classrooms and a half basketball sized gym are planned for construction. Our current fellowship hall seats 80, the new fellowship hall will seat 150. The building will be approximately 10,000 sq ft.

Height to the eave on the lower level will be ~20 ft and on the upper level ~10 ft.

What utilities are needed?

Water, sewer, and electrical utilities are already available on the lot.

What roads will provide access?

Tanner Crab Court and Craig, Klawock Highway.

What are your parking needs and where will they be provided (indicate on the plot plan where parking is to be provided)?

The Craig Municipal code requires 1 parking space per 5 fixed seats. We would require 30 spaces for the planned 150 seat fellowship hall. Our design shows 38 spaces which does not include the 12 spaces in front of the existing building.

What type and volume of traffic will be generated by the conditional use?

The amount of traffic should remain consistent with the church we currently operate on the premises. Increased attendance will increase traffic accordingly.

Will the proposed conditional use be compatible with the neighborhood in general? Why?

12. Yes, we are currently operating a church on a portion of the newly platted lot. The addition of the new building will provide a gym for the local community to use as well as an emergency shelter.

Applicant's Certification

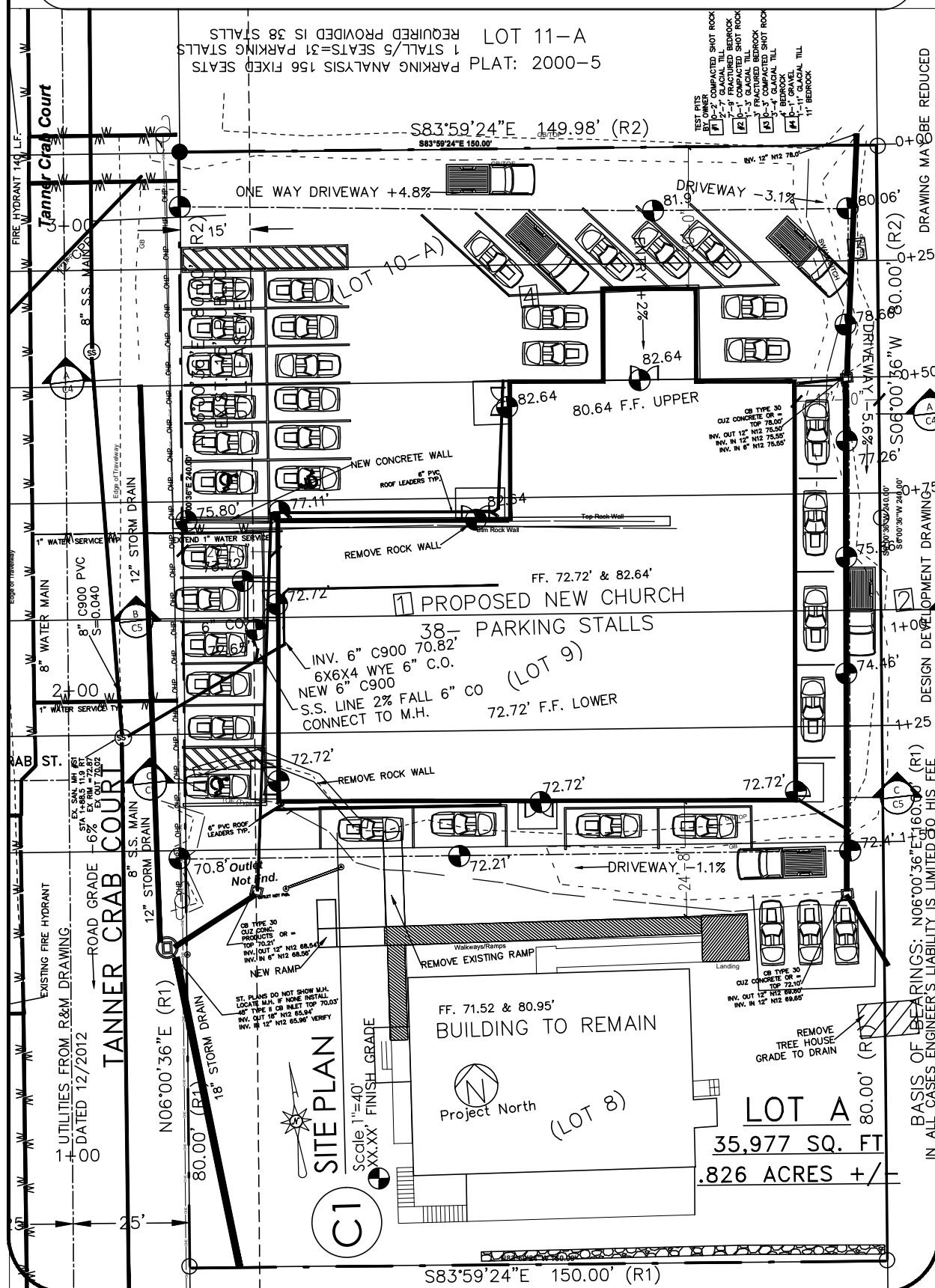
I swear, depose and say that the foregoing statements and answers herein contained, and the information herewith submitted, are in all respects true and correct to the best of my knowledge and beliefs.

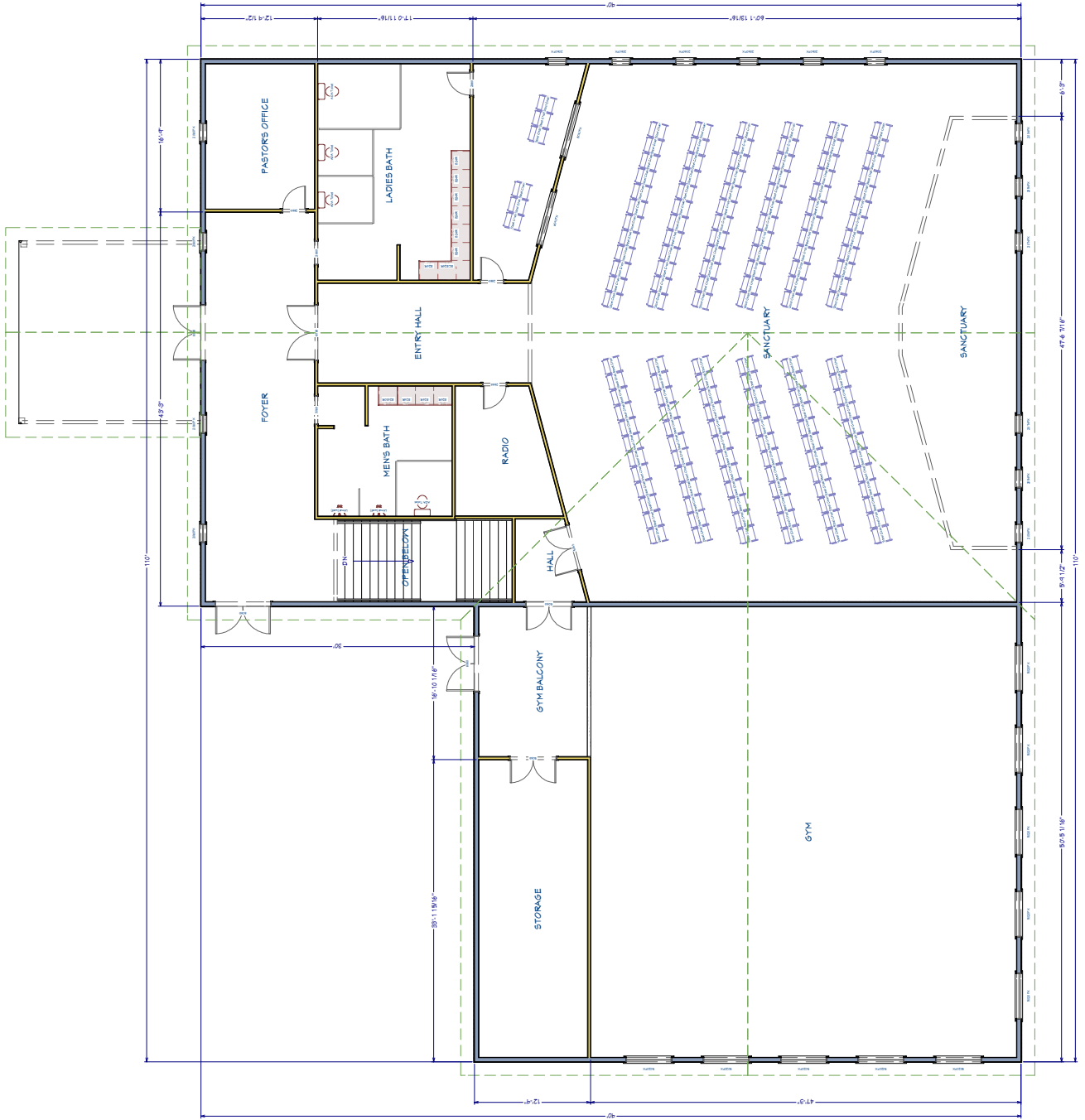
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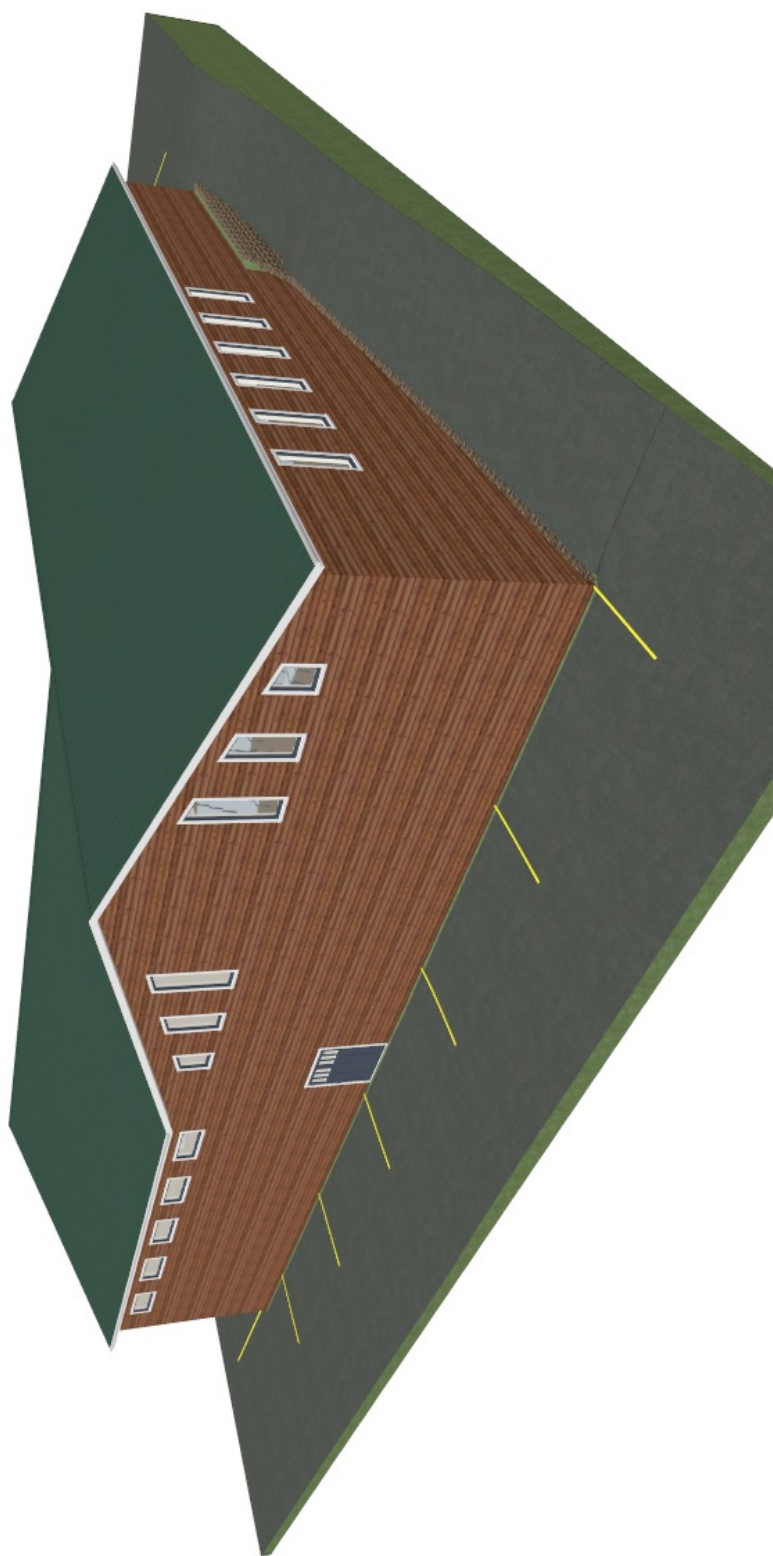
Links

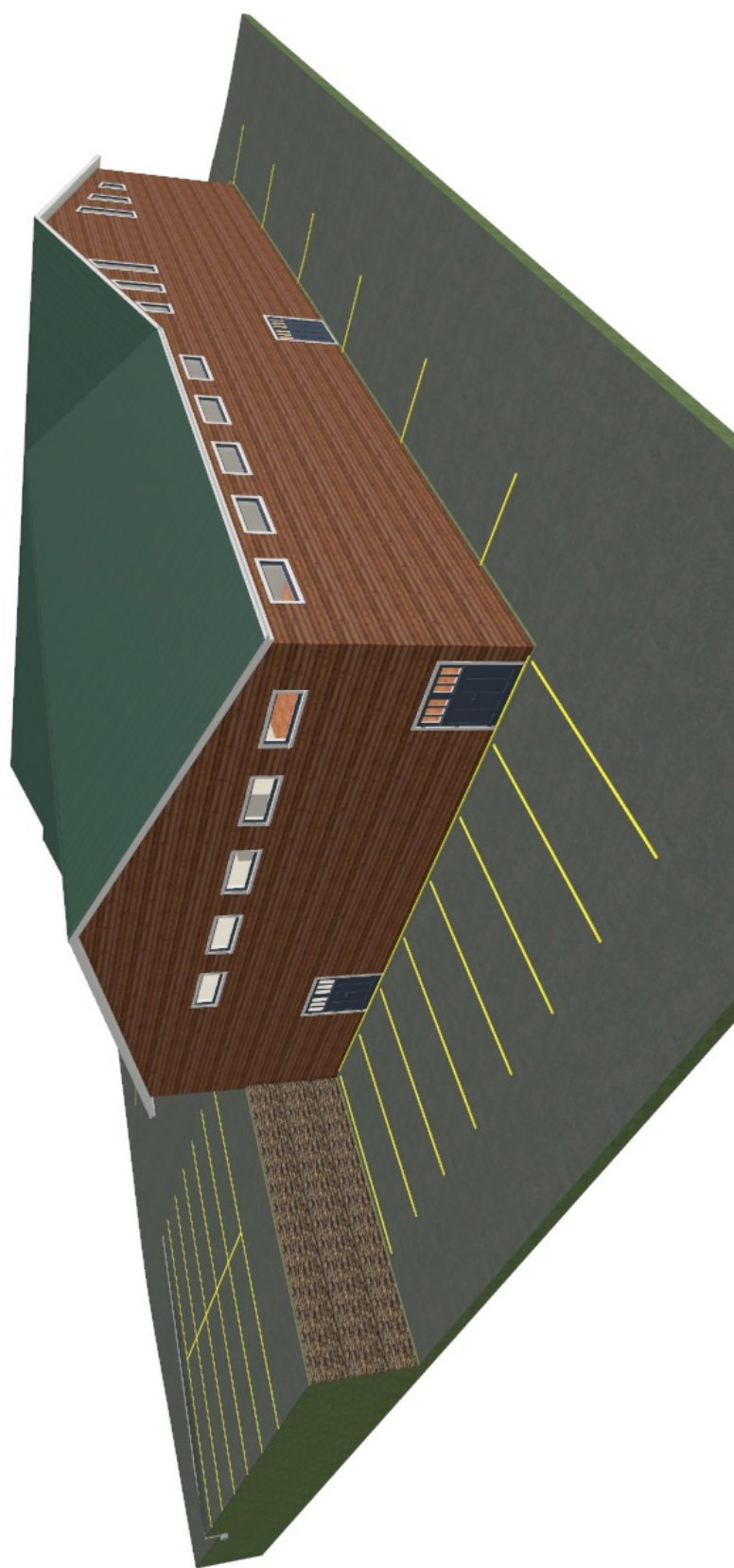
[1] <https://www.craigak.com/planning/webform/conditional-use-permit-application> [2]
https://www.craigak.com/system/files/webform/zone-change/craig_nhbchurch_c1.pdf

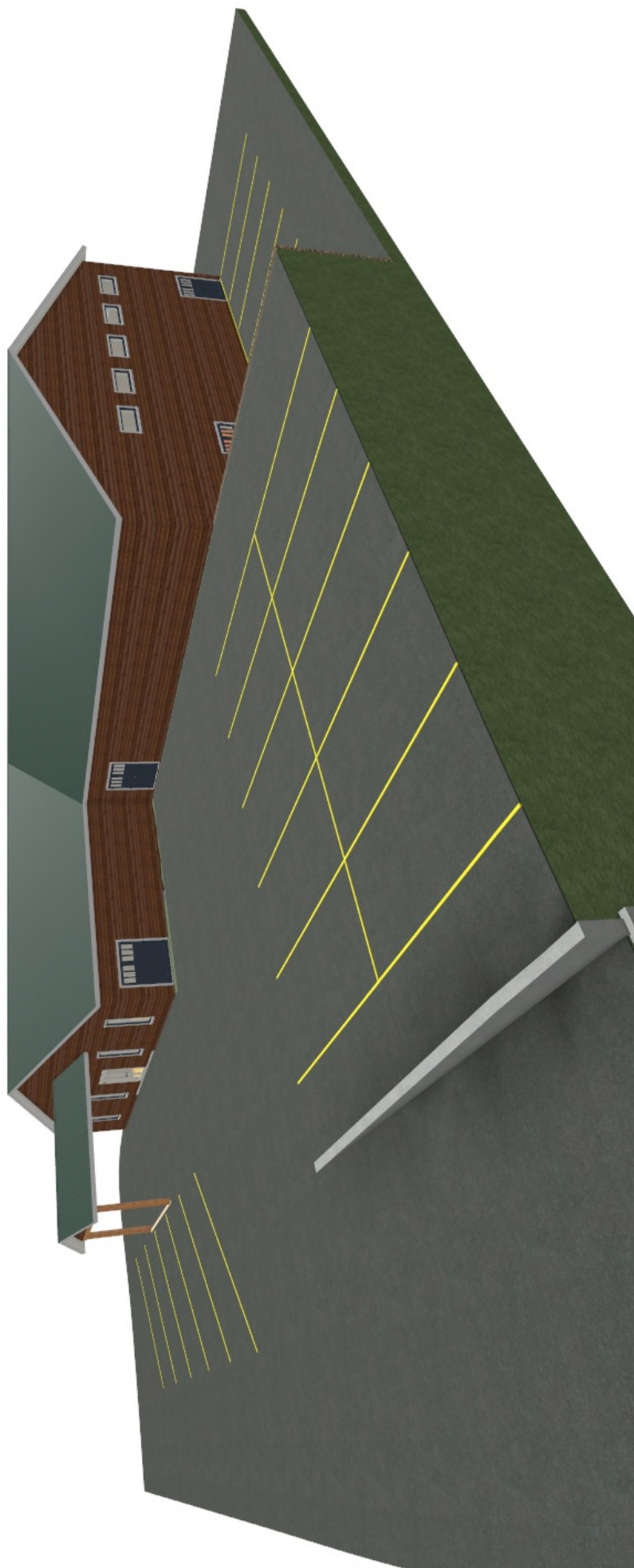
PROJECT:	C1 / CX	
	DATE:	DEC. 28, 2023
	SCALE:	AS SHOWN



[illegible]







CITY OF CRAIG MEMORANDUM

To: Craig Planning Commission
From: Samantha Wilson, City Planner
Date: January 17, 2023
RE: Final Plat Tract 18 Subdivision

The Craig Tribal Association (CTA) is the owner of Lot 18E, 18F, and 18G, USS 2611. The CTA is seeking to vacate the subdividing lot lines, creating a single lot, Lot 18E-1.

This replat is a minor replat and does not require new infrastructure as part of the replatting processes

This replat is part of a larger project the CTA is developing to build and establish a new senior center on lot 18E-1. A conditional use permit for the proposed 8-unit, 12-bedroom senior center was approved on October 27th, 2022.

A preliminary plat was reviewed and approved during the March 23rd 2023 meeting. On review, all preliminary plat requirements appear to be met.

Once all signatures are obtained for the final replat, the mylar copy can be sent to the recorder's office.

Recommendation: Review the final plat to confirm requirements have been met, approve, and sign the final plat.

<p>CERTIFICATE OF IMPROVEMENTS</p> <p>ALL IMPROVEMENTS HAVE BEEN EXAMINED AND APPROVED BY THE CITY. THE CITY ENGINEER HAS REVIEWED THE PLAT FOR CONFORMANCE WITH THE SUBDIVISION MAP ACT, AS AMENDED, AND THE CITY ENGINEER'S OFFICE HAS REVIEWED THE PLAT FOR CONFORMANCE WITH THE SUBDIVISION MAP ACT, AS AMENDED.</p> <p>PUBLIC WORKS DIRECTOR _____ DATE _____</p> <p>CITY PLANNING OFFICIAL _____ DATE _____</p>		<p>TAX STATEMENT</p> <p>I HEREBY CERTIFY THAT ALL AD VALOREM TAXES, SPECIAL ASSESSMENTS, WATER SEWERAGE CHARGES, AND OTHER TAXES DUE TO BE PAID ON THIS LOT HAVE BEEN PAID.</p> <p>CITY CLERK _____ DATE _____</p>		<p>APPROVAL SIGNATURES</p> <p>THIS FINAL SUBDIVISION PLAT HAS BEEN REVIEWED AND APPROVED BY THE CITY ENGINEER'S OFFICE FOR CONFORMANCE WITH THE SUBDIVISION MAP ACT, AS AMENDED.</p> <p>CITY PLANNING OFFICIAL _____ DATE _____</p> <p>PRESIDENT OFFICER - PLANNING COMMISSION _____ DATE _____</p> <p>PLANNING COMMISSION MEMBER _____ DATE _____</p>		<p>CERTIFICATE OF OWNERSHIP</p> <p>WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF LOT 18E, LOT 18F, LOT 18G, LOT 18H, LOT 18I, LOT 18J, LOT 18K, LOT 18L, LOT 18M, LOT 18N, LOT 18O, LOT 18P, LOT 18Q, LOT 18R, LOT 18S, LOT 18T, LOT 18U, LOT 18V, LOT 18W, LOT 18X, LOT 18Y, LOT 18Z, LOT 18AA, LOT 18AB, LOT 18AC, LOT 18AD, LOT 18AE, LOT 18AF, LOT 18AG, LOT 18AH, LOT 18AI, LOT 18AJ, LOT 18AK, LOT 18AL, LOT 18AM, LOT 18AN, LOT 18AO, LOT 18AP, LOT 18AQ, LOT 18AR, LOT 18AS, LOT 18AT, LOT 18AU, LOT 18AV, LOT 18AW, LOT 18AX, LOT 18AY, LOT 18AZ, LOT 18BA, LOT 18BB, LOT 18BC, LOT 18BD, LOT 18BE, LOT 18BF, LOT 18BG, LOT 18BH, LOT 18BI, LOT 18BJ, LOT 18BK, LOT 18BL, LOT 18BM, LOT 18BN, LOT 18BO, LOT 18BP, LOT 18BQ, LOT 18BR, LOT 18BS, LOT 18BT, LOT 18BU, LOT 18BV, LOT 18BW, LOT 18BX, LOT 18BY, LOT 18BZ, LOT 18CA, LOT 18CB, LOT 18CC, LOT 18CD, LOT 18CE, LOT 18CF, LOT 18CG, LOT 18CH, LOT 18CI, LOT 18CJ, LOT 18CK, LOT 18CL, LOT 18CM, LOT 18CN, LOT 18CO, LOT 18CP, LOT 18CQ, LOT 18CR, LOT 18CS, LOT 18CT, LOT 18CU, LOT 18CV, LOT 18CW, LOT 18CX, LOT 18CY, LOT 18CZ, LOT 18DA, LOT 18DB, LOT 18DC, LOT 18DD, LOT 18DE, LOT 18DF, LOT 18DG, LOT 18DH, LOT 18DI, LOT 18DJ, LOT 18DK, LOT 18DL, LOT 18DM, LOT 18DN, LOT 18DO, LOT 18DP, LOT 18DQ, LOT 18DR, LOT 18DS, LOT 18DT, LOT 18DU, LOT 18DV, LOT 18DW, LOT 18DX, LOT 18DY, LOT 18DZ, LOT 18EA, LOT 18EB, LOT 18EC, LOT 18ED, LOT 18EE, LOT 18EF, LOT 18EG, LOT 18EH, LOT 18EI, LOT 18EJ, LOT 18EK, LOT 18EL, LOT 18EM, LOT 18EN, LOT 18EO, LOT 18EP, LOT 18EQ, LOT 18ER, LOT 18ES, LOT 18ET, LOT 18EU, LOT 18EV, LOT 18EW, LOT 18EX, LOT 18EY, LOT 18EZ, LOT 18FA, LOT 18FB, LOT 18FC, LOT 18FD, LOT 18FE, LOT 18FF, LOT 18FG, LOT 18FH, LOT 18FI, LOT 18FJ, LOT 18FK, LOT 18FL, LOT 18FM, LOT 18FN, LOT 18FO, LOT 18FP, LOT 18FQ, LOT 18FR, LOT 18FS, LOT 18FT, LOT 18FU, LOT 18FV, LOT 18FW, LOT 18FX, LOT 18FY, LOT 18FZ, LOT 18GA, LOT 18GB, LOT 18GC, LOT 18GD, LOT 18GE, LOT 18GF, LOT 18GG, LOT 18GH, LOT 18GI, LOT 18GJ, LOT 18GK, LOT 18GL, LOT 18GM, LOT 18GN, LOT 18GO, LOT 18GP, LOT 18GQ, LOT 18GR, LOT 18GS, LOT 18GT, LOT 18GU, LOT 18GV, LOT 18GW, LOT 18GX, LOT 18GY, LOT 18GZ, LOT 18HA, LOT 18HB, LOT 18HC, LOT 18HD, LOT 18HE, LOT 18HF, LOT 18HG, LOT 18HH, LOT 18HI, LOT 18HJ, LOT 18HK, LOT 18HL, LOT 18HM, LOT 18HN, LOT 18HO, LOT 18HP, LOT 18HQ, LOT 18HR, LOT 18HS, LOT 18HT, LOT 18HU, LOT 18HV, LOT 18HW, LOT 18HX, LOT 18HY, LOT 18HZ, LOT 18IA, LOT 18IB, LOT 18IC, LOT 18ID, LOT 18IE, LOT 18IF, LOT 18IG, LOT 18IH, LOT 18II, LOT 18IJ, LOT 18IK, LOT 18IL, LOT 18IM, LOT 18IN, LOT 18IO, LOT 18IP, LOT 18IQ, LOT 18IR, LOT 18IS, LOT 18IT, LOT 18IU, LOT 18IV, LOT 18IW, LOT 18IX, LOT 18IY, LOT 18IZ, LOT 18JA, LOT 18JB, LOT 18JC, LOT 18JD, LOT 18JE, LOT 18JF, LOT 18JG, LOT 18JH, LOT 18JI, LOT 18JJ, LOT 18JK, LOT 18JL, LOT 18JM, LOT 18JN, LOT 18JO, LOT 18JP, LOT 18JQ, LOT 18JR, LOT 18JS, LOT 18JT, LOT 18JU, LOT 18JV, LOT 18JW, LOT 18JX, LOT 18JY, LOT 18JZ, LOT 18KA, LOT 18KB, LOT 18KC, LOT 18KD, LOT 18KE, LOT 18KF, LOT 18KG, LOT 18KH, LOT 18KI, LOT 18KJ, LOT 18KK, LOT 18KL, LOT 18KM, LOT 18KN, LOT 18KO, LOT 18KP, LOT 18KQ, LOT 18KR, LOT 18KS, LOT 18KT, LOT 18KU, LOT 18KV, LOT 18KW, LOT 18KX, LOT 18KY, LOT 18KZ, 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LOT 18OX, LOT 18OY, LOT 18OZ, LOT 18PA, LOT 18PB, LOT 18PC, LOT 18PD, LOT 18PE, LOT 18PF, LOT 18PG, LOT 18PH, LOT 18PI, LOT 18PJ, LOT 18PK, LOT 18PL, LOT 18PM, LOT 18PN, LOT 18PO, LOT 18PP, LOT 18PQ, LOT 18PR, LOT 18PS, LOT 18PT, LOT 18PU, LOT 18PV, LOT 18PW, LOT 18PX, LOT 18PY, LOT 18PZ, LOT 18QA, LOT 18QB, LOT 18QC, LOT 18QD, LOT 18QE, LOT 18QF, LOT 18QG, LOT 18QH, LOT 18QI, LOT 18QJ, LOT 18QK, LOT 18QL, LOT 18QM, LOT 18QN, LOT 18QO, LOT 18QP, LOT 18QQ, LOT 18QR, LOT 18QS, LOT 18QT, LOT 18QU, LOT 18QV, LOT 18QW, LOT 18QX, LOT 18QY, LOT 18QZ, LOT 18RA, LOT 18RB, LOT 18RC, LOT 18RD, LOT 18RE, LOT 18RF, LOT 18RG, LOT 18RH, LOT 18RI, LOT 18RJ, LOT 18RK, LOT 18RL, LOT 18RM, LOT 18RN, LOT 18RO, LOT 18RP, LOT 18RQ, LOT 18RR, LOT 18RS, LOT 18RT, LOT 18RU, LOT 18RV, LOT 18RW, LOT 18RX, LOT 18RY, LOT 18RZ, LOT 18SA, LOT 18SB, LOT 18SC, LOT 18SD, LOT 18SE, LOT 18SF, LOT 18SG, LOT 18SH, LOT 18SI, LOT 18SJ, LOT 18SK, LOT 18SL, LOT 18SM, LOT 18SN, LOT 18SO, LOT 18SP, LOT 18SQ, LOT 18SR, LOT 18SS, 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CITY OF CRAIG MEMORANDUM

To: Craig Planning Commission
From: Samantha Wilson, City Planner
Date: January 17, 2023
RE: Final Plat Gas Station Subdivision

Shaan-Seet Inc. is the owner of Lot 1 and Lot 2, USS 2613. Shaan-Seet seeks to redraw the border between the two lots so that Lot 1 encompasses the northwestern edge of Lot 2 which accesses the beach. This would produce Lot 1A and Lot 2A.

This replat is a minor replat that does not change the number of lots, produce more than one flag lot, or otherwise create access issues. No new infrastructure will be required for this replat.

This replat is intended to be a precursor to a lease agreement between Shaan-Seet Inc. and the Craig Tribal Association. The Craig Tribal Association will seek to build and operate a gas station on the newly re-platted Lot 2A. Although Shaan-Seet Inc. has previously qualified for a conditional use permit (CUP) to operate a gas station on Lot 2, as a new proposed operator, the Craig Tribal Association will need to submit a CUP prior to operation of the proposed gas station.

A preliminary plat was reviewed and approved during the November 30th, 2023 meeting. On review, all preliminary plat requirements appear to be met. On reviewing the site, I can confirm that new property markers have been set as required. Two older property markers were removed.

Once all signatures are obtained for the final replat, the mylar copy can be sent to the recorder's office.

Recommendation: Review the final plat to confirm requirements have been met, approve, and sign the final plat.

CERTIFICATE OF OWNERSHIP AND DEDICATION

HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON, AND THAT I HEREBY ALLOT THIS PLAN OF SUBDIVISION WITH MY FREE CONSENT AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE: _____

SHAWAN SEET INC. REPRESENTATIVE

NOTARY'S ACKNOWLEDGMENT

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

THIS IS TO CERTIFY THAT ON THIS _____ DAY OF _____, 2023, AT CRAIG, ALASKA, I, _____, A NOTARY PUBLIC, HAVE PERSONALLY APPEARED _____, COMMISSIONED AND SWORN, PERSONALLY APPEARED _____, COMMISSIONED AND SWORN, AND HAVE PERSONALLY INTERVIEWED AND ASSESSED THE 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

BASIS OF BEARING

BEARINGS SHOWN ARE BASED ON DISTANCE MEASUREMENTS OBTAINED BY HIGH PRECISION GLOBAL NAVIGATION SATELLITE SYSTEM TECHNOLOGY, USING TRIMBLE RRS-A RSD-20 RECEIVERS, DIFFERENTIALLY CORRECTED AND PROCESSED USING TRIMBLE BUSINESS CENTER SOFTWARE. DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.

NOTES

1. THE ERROR OF CLOSURE OF THIS SURVEY DOES NOT EXCEED 1:1000.
2. ALL BEARINGS SHOWN ARE TRUE BEARINGS AS CORRECTED TO THE BASIS OF BEARING AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.
3. THE DISTANCES SHOWN ARE BASED ON DISTANCE MEASUREMENTS OBTAINED BY HIGH PRECISION GLOBAL NAVIGATION SATELLITE SYSTEM TECHNOLOGY, USING TRIMBLE RRS-A RSD-20 RECEIVERS, DIFFERENTIALLY CORRECTED AND PROCESSED USING TRIMBLE BUSINESS CENTER SOFTWARE. DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.
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5. REFERENCE THE FOLLOWING WITHIN THE KETCHIKAN RECORDING DISTRICT:
A. CENABA SHORES SUBDIVISION
B. PLAT 2017-13

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE LAND AND SUBDIVISION CODE - SUBDIVISION ORDINANCE.

DATE: _____ CITY PLANNING OFFICIAL

DATE: _____ PRESIDENT OFFICER - PLANNING COMMISSION

DATE: _____ PLANNING COMMISSION MEMBER

CERTIFICATE OF IMPROVEMENTS

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

DATE: _____ PUBLIC WORKS DIRECTOR

DATE: _____ CITY PLANNING OFFICIAL

TAX STATEMENT

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

DATE: _____ CITY CLERK

SURVEYOR'S CERTIFICATE

HEREBY CERTIFY THAT I AM A PROFESSIONAL SURVEYOR AND LICENSED TO PRACTICE LAND SURVEYING IN THE STATE OF ALASKA. THAT THIS PLAT REPRESENTS A MONUMENT IN THE PUBLIC RECORD, AND THAT THE MONUMENTS SHOWN HEREON ACTUALLY EXIST AS DESCRIBED, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT.

DATE: _____

DATE: 08/02/2023

DRAWN BY: CDP

CHECKED: CDP

PROJECT NO: 232774

GAS STATION SUBDIVISION

A SUBDIVISION AND REPLAT OF LOTS 1&2 OF GREATINGS LOTS 1A AND 2A LOT 1A CONTAINING 1.80 ACRES +/- LOT 2A CONTAINING 2.00 ACRES +/-

LOCATED WITHIN U.S. SURVEY 2813 KETCHIKAN RECORDING DISTRICT FIRST TIER DISTRICT STATE OF ALASKA

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LOCATED WITHIN U.S. SURVEY 2813 KETCHIKAN RECORDING DISTRICT FIRST TIER DISTRICT STATE OF ALASKA

LEGEND

SECONDARY MONUMENT SET THIS SURVEY
SECONDARY MONUMENT RECOVERED
LOT LINE VACATED BY THIS PLAT
SURVEYED
XV
MASSURED DATA
RECORD DATA
RECORD AND REQUIRED
C/D
CORNER NUMBER

PLANNING COMMISSION

DATE: _____ CITY PLANNING OFFICIAL

DATE: _____ PRESIDENT OFFICER - PLANNING COMMISSION

DATE: _____ PLANNING COMMISSION MEMBER

CERTIFICATE OF IMPROVEMENTS

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DATE: _____ PUBLIC WORKS DIRECTOR

DATE: _____ CITY PLANNING OFFICIAL

TAX STATEMENT

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

DATE: _____ CITY CLERK

GAS STATION SUBDIVISION

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SURVEYOR'S CERTIFICATE

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