

PLANNING COMMISSION STAFF REPORT

MINOR SUBDIVISION – REPLAT REVIEW – 1206 & 1208 N NORDIC DR

Action #:	2026-804	Meeting Date:	August 11, 2026
Applicant(s):	David Thynes	Property Owner(s):	Shirley Matheny & Audrey Samuelson
Agent/Representative:	David Thynes	Property Address:	1206 and 1208 N. Nordic Drive
Legal Description:	A replat of PTN. Lots 4 & 5 and of PTN. of Lot 5, Block 83, U.S. Survey 1252, Petersburg Recording District, creating Lot 4A and Lot 5A	Parcel ID:	01-002-202 / 01-002-200
Acreage / Lot Size:	Total ± 27,854 SF (0.64 ac). Proposed Lot 4A = 12,617 SF; Proposed Lot 5A = 15,237 SF	Current Zoning:	Single-family Residential (SFR)
Comp Plan Designation:	Waterfront B	Request Type:	Minor Subdivision (Replat) – PMC 18.20

A. EXECUTIVE SUMMARY

Applicant Request	The applicant requests approval of a minor subdivision (replat) of PTN. Lots 4 & 5 and PTN. of Lot 5, Block 83, U.S. Survey 1252, to reconfigure the boundary between the two parent parcels and create two new lots, Lot 4A (12,617 SF) and Lot 5A (15,237 SF). A 461 SF portion of PTN. Lot 5 is being absorbed by Lot 4A as part of the boundary adjustment/replat.
Staff Recommendation	Approve
Key Issues	Adjustment of property lines

B. PROJECT DESCRIPTION

Subdivision Name	Samuelson/Matheny Subdivision
Intended Use	Continued single-family residential use of each resulting lot
Total Acreage	± 27,854 SF (0.64 acres)
Number of Lots Proposed	2 (Lot 4A and Lot 5A)
Lot Size Range	12,617 SF – 15,237 SF
Phasing (if applicable)	N/A
Timeline	

C. SITE CHARACTERISTICS

Topography	Lots are fully developed
Existing Structures	Each lot has a dwelling
Legal Access	North Nordic Drive, Wrangell Avenue, and Middleton Street
Utilities	Municipal water, power, and sewer
Flood Zone	n/a
Anadromous Streams / Watercourses	n/a
Soils / Environmental Constraints	n/a

D. ZONING AND LAND USE

Zoning District:	Actual Land Use:
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Single-family Residential (SFR)	Residential
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Surrounding Area

Direction	Zoning District	Actual Land Use
North	Single-family Residential	Residential
South	Single-family Residential	Residential
East	Single-family Residential	Residential
West	Single-family Residential	Residential

E. MINOR SUBDIVISION SUBMISSION CHECKLIST (PMC 18.20.010)

Submission Requirement (PMC 18.20.010)	Submitted / Met?	Comment
Outside corners of each lot marked; ≥ 2 outside corners of subdivision tract referenced to recorded survey monuments (§ 18.20.010.A.5)	Yes	Plat shows C.S.S. ALCAP, Braun ALCAP, cotton gin spindle, and G.I.P. monuments set/recovered at corners
Plat prepared by registered Alaska land surveyor, drawn to scale (§ 18.20.010.C.1)	Yes	Preliminary sketch prepared and sealed by registered Alaska land surveyor
DEC approval for on-site sewer/water, if not connected to municipal system (§ 18.20.010.C.2)	N/A	Application indicates municipal water and wastewater service

F. REVIEW CRITERIA (PMC 18.20.010.A)

Per PMC 18.20.010, the minor subdivision plat procedure is available for the subdivision of a single parcel into no more than four parcels, subject to the general conditions of PMC 18.20.010(A). Staff analysis of each condition follows:

1. Number of Lots Created (PMC 18.20.010.A.1)

The replat reconfigures PTN. Lots 4 & 5 and PTN. of Lot 5, Block 83, U.S. Survey 1252 into two new parcels, Lot 4A and Lot 5A, consistent with the four-lot maximum under the minor subdivision procedure.

2. Legal and Physical Access (PMC 18.20.010.A.2)

The proposed lots have legal and physical access to public streets – North Nordic Drive, Wrangell Avenue, and/or Middleton Street – as shown on the preliminary plat.

3. No Street or Right-of-Way Dedication Required (PMC 18.20.010.A.3)

The preliminary plat does not depict a new street or right-of-way dedication. The existing Alaska Department of Highways easements (E-144, E-145, E-146) along the North Nordic Drive frontage are pre-existing encumbrances and not a proposed dedication under this application.

4. No Vacation or Variance Required (PMC 18.20.010.A.4)

No vacation of a public dedication and no variance from subdivision regulations are required to accomplish the proposed replat.

5. Monumentation (PMC 18.20.010.A.5)

The preliminary plat identifies established and recovered survey monuments the outside corners of the subdivision tract, consistent with the monumentation requirement.

6. Departmental Approvals (PMC 18.20.010.A.6)

Written approval (or absence of objection within 45 days of referral) from Public Works, Engineering, PMP&L, and Police is required prior to final action. Status of departmental review is noted in Section G below.

G. DEPARTMENT REVIEWS

Department	Comments
Public Works	No objection.
PMP&L	No objection.

Police	No objection.
Fire	No objection.

H. PUBLIC NOTICE

The borough provided public notice consistent with applicable subdivision notice requirements. Notice was mailed by first class mail to owners of record of property within six hundred (600) feet of the exterior boundary of the subject property and posted as required. See Attachment D for sample notice letter.

I. FINDINGS AND CONDITIONS OF APPROVAL

(See resolution on following page for findings and conditions.)

Proposed Motion:

I move to approve RESOLUTION 2026-804 recommending approval of the Samuelson/Matheny Subdivision minor subdivision (replat) creating Lot 4A and Lot 5A, Block 83, U.S. Survey 1252, subject to the conditions set forth in the resolution.

J. ALTERNATIVES

The Planning Commission has the following options:

- Approval of the minor subdivision (replat) as submitted.
- Approval of the minor subdivision (replat) with staff-recommended conditions.
- Approval of the minor subdivision (replat) with modified or additional conditions.
- Continue the hearing to allow for additional information or public input.
- Deny the minor subdivision (replat) application.

K. ATTACHMENTS

A. Vicinity Map	D. Public Notice Letter (Mailing list upon request)
B. Applicant Materials / Land Use Application	
C. Public Comments	

L. APPEAL (PMC 19.92)

If approved by the Planning Commission, this decision may be appealed to the Borough Assembly within 10 days of the Planning Commission's decision by the Applicant; a property owner within 600 feet of the subject property; or any governmental agency that may be adversely affected by the decision. Appeal forms are available at the Borough Clerk's office and must be accompanied by the required fee.

PLANNING COMMISSION RESOLUTION NO. 2026-804
A RESOLUTION OF THE PETERSBURG BOROUGH PLANNING COMMISSION
RECOMMENDING APPROVAL OF A MINOR SUBDIVISION (REPLAT) FOR THE
SAMUELSON/MATHENY SUBDIVISION – 1206 and 1208 N. NORDIC DRIVE

WHEREAS, on August 11, 2026, the Planning Commission conducted a duly and properly noticed public hearing to consider a minor subdivision (replat) application for the Samuelson/Matheny Subdivision, legally described as a replat of PTN. Lots 4 & 5 and PTN. of Lot 5, Block 83, U.S. Survey 1252, Petersburg Recording District, creating Lot 4A and Lot 5A; and

WHEREAS, the applicant and staff presented testimony and evidence, and all interested persons were given the opportunity to provide public testimony regarding the application; and

WHEREAS, the Planning Commission has reviewed the staff report, attachments, and all relevant documents and materials, and has heard all testimony presented at the public hearing; and

WHEREAS, the Planning Commission has considered the proposed request in light of the requirements of PMC Chapter 18.20; and

WHEREAS, the Planning Commission has made the following findings of fact, based on substantial evidence in the record:

Finding 1: Number of Lots

The proposed replat reconfigures PTN. Lots 4 & 5 and PTN. of Lot 5, Block 83, U.S. Survey 1252 into two (2) lots, Lot 4A and Lot 5A, consistent with the four-lot maximum for minor subdivisions under PMC 18.20.010(A)(1).

Finding 2: Access

Each resulting lot, Lot 4A and Lot 5A, has legal and physical access to a public street (North Nordic Drive, Wrangell Avenue, and/or Middleton Street).

Finding 3: No Dedication, Vacation, or Variance Required

The proposed replat does not require dedication of a street or right-of-way, vacation of a public dedication, or a variance from subdivision regulations.

Finding 4: Monumentation and Departmental Review

The outside corners of the subdivision tract are marked and referenced to recorded survey monuments, and required departmental approvals have been obtained as of the date of this resolution.

NOW, THEREFORE, BE IT RESOLVED, that the Planning Commission of the Petersburg Borough hereby recommends approval of the minor subdivision (replat) application, subject to the following conditions:

- The final plat shall bear all required certificates per PMC 18.24.050(B), to the extent applicable to minor subdivisions.
- The plat shall be prepared by a registered Alaska land surveyor and filed with the Petersburg Recording District within thirty (30) days after issuance of fully executed certificates of approval, per PMC 18.20.020(D).

ADOPTED this 11th day of August, 2026, by the following vote:

AYE:

NAY:

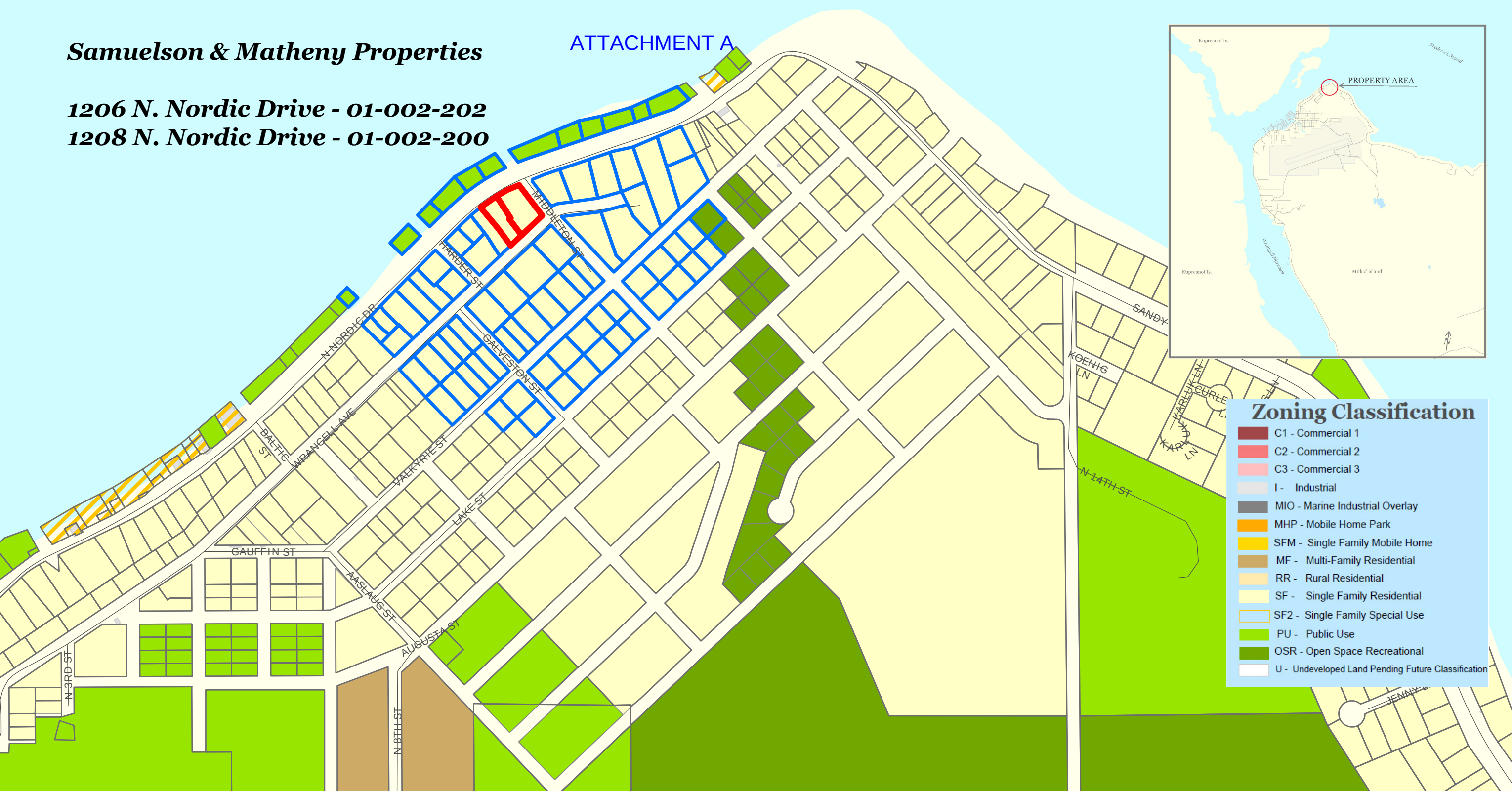
ABSENT:

Chair, Planning Commission

Samuelson & Matheny Properties

1206 N. Nordic Drive - 01-002-202
1208 N. Nordic Drive - 01-002-200

ATTACHMENT A



Zoning Classification	
	C1 - Commercial 1
	C2 - Commercial 2
	C3 - Commercial 3
	I - Industrial
	MIO - Marine Industrial Overlay
	MHP - Mobile Home Park
	SFM - Single Family Mobile Home
	MF - Multi-Family Residential
	RR - Rural Residential
	SF - Single Family Residential
	SF2 - Single Family Special Use
	PU - Public Use
	OSR - Open Space Recreational
	U - Undeveloped Land Pending Future Classification

ATTACHMENT B



PETERSBURG BOROUGH LAND USE APPLICATION

For Borough Use	Date:
Base Fee:	Check No. or CC:
Public Notice Fee: \$70	Received by:
Total:	Code to: 110.000.404110

APPLICANT INFORMATION

NAME: **David C. Thynes**

PROPERTY INFORMATION

PHYSICAL ADDRESS or LEGAL DESCRIPTION:			Lot Size:
LOT: PTN L4&5/PTN L5	BLOCK: 82	SUBDIVISION: USS 1252	PLAT #:
PARCEL ID: 01002202/01002200	ZONE: SFR	OVERLAY:	

Current Use of Property: **RESIDENTIAL**

Proposed Use of Property: **RESIDENTIAL**

LEGAL ACCESS AND UTILITIES

WASTEWATER SYSTEM: What is the current or planned system? ☒ Municipal ☐ DEC-approved on-site system

WATER SOURCE: What is the current or planned system? ☒ Municipal ☐ Cistern/Roof Collection ☐ Well

LEGAL ACCESS TO LOT(S) (Street Name): **N. NORDIC, WRANGELL AVE., MIDDLETON ST.**

TYPE OF APPLICATION AND BASE FEES

☐ 18.18 Record of Survey (\$50) (Note: No Public Notice Fee)

☒ 18.20 Minor Subdivision/18.24 Preliminary Plat/18.19 Replat (\$75 + \$10 per lot)

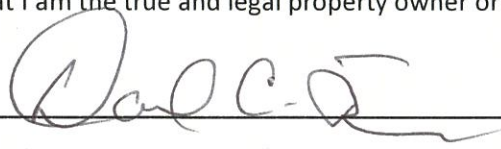
☐ 18.24 Final Plat (\$25 per lot)

SUBMITTALS

For Subdivision applications, please submit a prepared plat map as required by borough code.

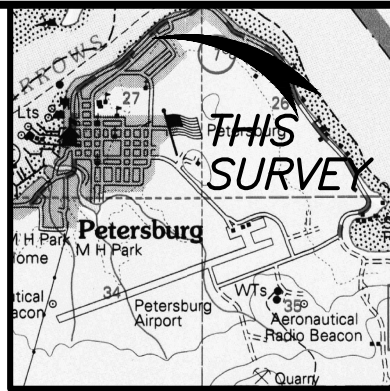
SIGNATURE(S)

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

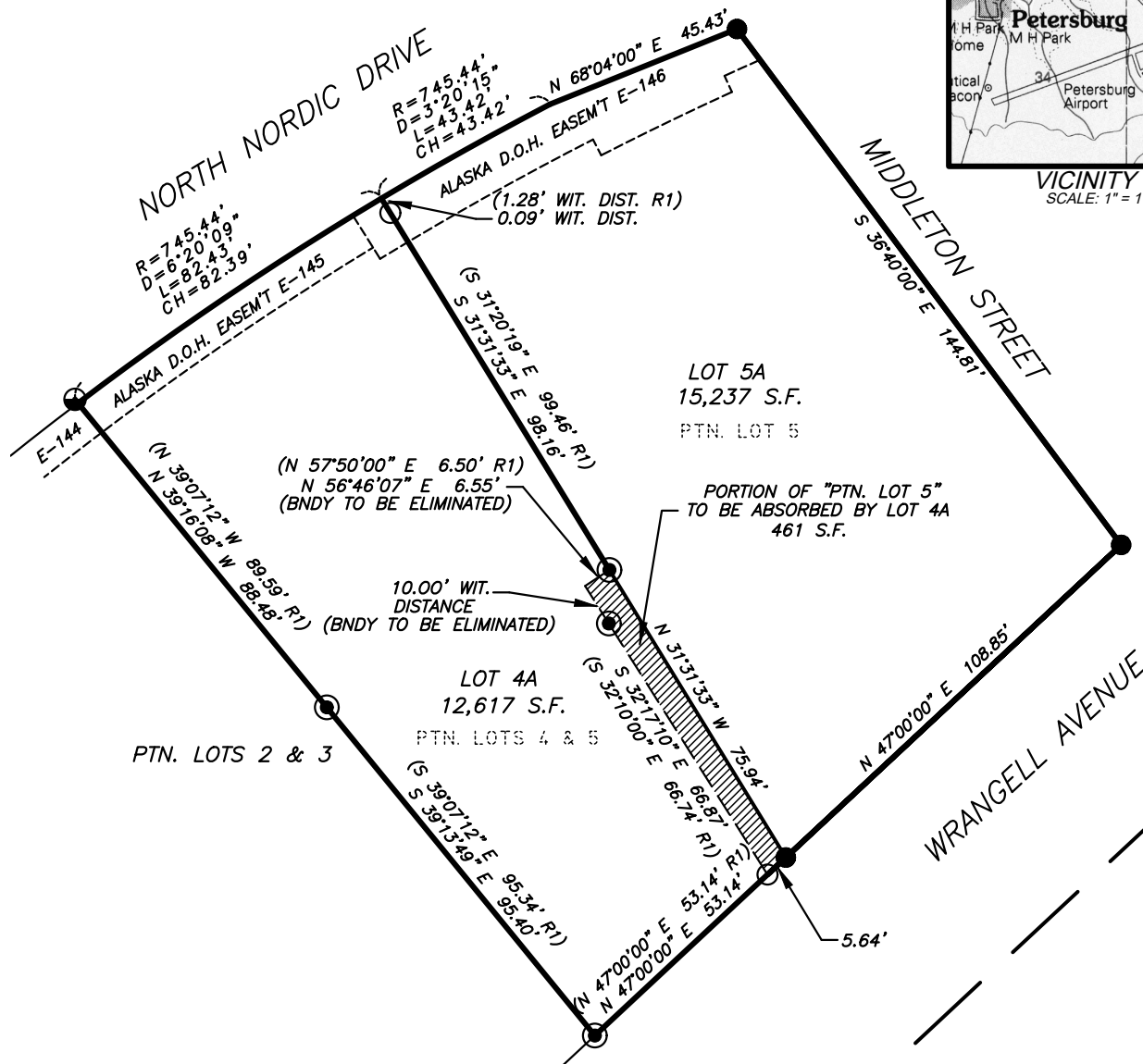
Applicant(s):  Date: 7/28/2026

Owner (if different from applicant): _____ Date: _____

Owner (if different from applicant): _____ Date: _____



VICINITY MAP
SCALE: 1" = 1 MILE



SAMUELSON/MATHENY SUBDIVISION

A REPLAT OF PTN. LOTS 4 & 5 AND OF
PTN. OF LOT 5, BLOCK 83 OF U.S. SURVEY 1252
CREATING LOT 4A & LOT 5A
PETERSBURG RECORDING DISTRICT

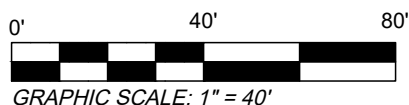
AREA SUMMARY:

PARENT LOT, PTN. LOTS 4 & 5 = 12,156 S.F.
PARENT LOT, PTN. LOT 5 = 15,698 S.F.
PROPOSED LOT 4A = 12,617 S.F.
PROPOSED LOT 5A = 15,237 S.F.

PORTION OF "PTN. LOT 5" ADDED TO
"PTN. LOTS 4 & 5" TO CREATE LOT 4A = 461 S.F.

LEGEND

- 2" C.S.S. ALCAP ON 5/8" REBAR ESTABLISHED THIS SURVEY
- ⊙ 2" BRAUN ALCAP ON 5/8" REBAR RECOVERED THIS SURVEY
- 1.5" BRAUN ALCAP ON 5/8" REBAR RECOVERED THIS SURVEY
- COTTON GIN SPINDLE RECOVERED THIS SURVEY
- ⊙ 1" G.I.P. RECOVERED THIS SURVEY



REVISED:

CLIENT:

ATTACHMENT D



July 27, 2026



NOTICE OF SCHEDULED PUBLIC HEARINGS

The Petersburg Borough Planning Commission has scheduled a public hearing to consider:

An application from David Thynes (agent) for a minor subdivision at 1206 and 1208 N NORDIC DRIVE (PID: 01-002-202/200).

The public hearing and consideration of the application will be held:	Tuesday, August 11, 2026, at 12:00 PM Assembly Chambers, Municipal Building 12 South Nordic Drive, Petersburg, Alaska.
The meeting is open to the public. To attend via ZOOM , please contact Anna Caulum at 907-772-5409.	

Interested persons desiring to present their views on the applications, either in writing or verbally, will be given the opportunity to be heard during the above-mentioned hearing. Said hearing may be continued from time to time as necessary. If the Planning Commission is unable to meet at the date and time stated above, this application will be considered at a future meeting with no further notice provided except for the general notice provided to the public.

TO SUBMIT WRITTEN COMMENTS TO THE PLANNING COMMISSION	
By Mail:	PO Box 329, Petersburg, Alaska 99833
By Email:	acaulum@petersburgak.gov
Hand-Deliver:	Petersburg Municipal Building, 12 S. Nordic Dr.

The Petersburg Municipal Code (PMC) provides for an appeal of a Planning Commission decision to the Borough Assembly by the property owner or a governmental agency, or any property owner within 600' of the applicant property and requires that such an appeal be filed within 10 consecutive calendar days of the date the decision is made. For more information regarding appeal requirements, please see PMC Chapter 19.92.

Sincerely,

Liz Cabrera
Community & Economic Development Department

Community & Economic Development

PO Box 329, Petersburg, AK 99833 – Phone (907)772-4042 Fax (907)772-3759

www.petersburgak.gov