

# Planning Commission Report

**TO:** Borough Assembly  
**FROM:** Planning Commission  
**Subject:** Sale of Borough-Owned Property at 10 N. 12<sup>th</sup> Street  
Parcel B, Greenbelt Subdivision

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## The Petersburg Planning & Zoning Commission makes the following findings of fact:

1. Applicant is requesting to purchase approximately .31 acres of borough-owned property located at 10 N 12TH STREET (PID#: 01-006-431).
2. Application was referred to the Planning Commission on October 11, 2022.
3. The property has legal and practical access from N. 12<sup>th</sup> Street and Haugen Drive.
4. PMC 16.12.050 requires a property be zoned prior to approval for disposal. Subject property is zoned Commercial-1 as approved by the Borough Assembly on February 6, 2023.
5. No portion of the property is located within a flood zone.
6. Based on review of the application by borough departments, there is no public need or use for the property.
7. There is a 10' wide utility easement along Haugen Drive to protect an existing water main.
8. The Petersburg School District maintains an informational sign on the edge of the lot. Power lines to the sign are underground\*.
9. Hearing notices were mailed to property owners within 600 feet of the area on February 24, 2023.
10. On March 14, 2023, a duly noticed public hearing was held by the Petersburg Planning Commission. At the public hearing, the Planning Commission considered and reviewed applicant materials, public comments and testimony, and staff comments.



## Based on the preceding findings of fact, the Petersburg Planning Commission makes the following recommendations:

1. The Borough Assembly approve sale of borough owned property at 10 N 12<sup>th</sup> Street subject to conditions outlined below.

## **Planning Commission Report**

2. Any development on the property shall connect to municipal sewer system. Cost of extending utilities (electricity, water, sewer) to the property will be the responsibility of the property owner. Cost of providing service from the property line to any structure is the responsibility of the property owner.

3. Any plans to construct a driveway approach to Haugen Drive would need prior approval of the Utility Director to ensure the integrity of the waterline in addition to ADOT approval.

4. Property conveyance is subject to an easement to the Petersburg School District for use and access to the existing informational sign and associated underground\* power lines.

\* Note: Power to the informational sign is provided via an overhead line, not buried underground as stated in the original report. Updated 6/2023.



**PETERSBURG INDIAN ASSOCIATION**

**PO Box 1418  
15 N. 12<sup>th</sup> Street  
Petersburg, Alaska 99833  
Phone: 907-772-3636  
Fax: 907-772-3637**

September 2, 2022

Petersburg Borough  
PO Box 329  
Petersburg, Alaska 99833

To Whom It May Concern,

Petersburg Indian Association (PIA) submitted a Land Use Application for the property whose legal description is Parcel B, Greenbelt Subdivision, Plat 2016-4. That property is currently zoned Open Space – Recreational. PIA is only interested in purchasing that property if it were to be rezoned to Commercial-1 to match the adjacent lots. I appreciate your consideration in this matter.

As noted in the application, this parcel is the site of the school’s informational sign. PIA is willing to grant the school an easement for the sign.

Please contact me with questions or if further information is required.

Sincerely,

Chad Wright  
Tribal Administrator



### Petersburg Borough, Alaska

## Land Disposal Application

(\$500.00 non-refundable filing fee required)

Form must be completed in its entirety to be considered

**Office Use:**  
 Rec'd. by:  
 Fee: \$  
 Date Rec'd:

Date: SEPTEMBER 1, 2022

This is a request for land disposal via (circle one):  
 Lease Purchase Exchange Other

Parcel ID #(s) of Subject Property:  
01-006-431

Proposed term of lease: \_\_\_\_\_  
 (total years)

Legal Description of Property:  
PARCEL B, GREENBELT SUBDIVISION,  
PLAT 2016-4

Current Zoning of Property:  
RESIDUE-RESIDENTIAL

Applicant Name: PETERSBURG TRIBAL ASSOCIATION

Applicant Mailing Address: PO BOX 1418  
PETERSBURG, AK 99833

Applicant Contact Info: CHAD WRIGHT 907-772-3636  
 (phone and/or email) tribaladonna@tribal.org

1. Size of Area requested (identify the minimum area necessary in square feet): 13,216 sq ft
2. Attach a map showing the location of the land requested. Map must show surrounding area with the land requested clearly marked with bolded borders or highlighted color.



3. Narrative on use of property: Explain proposed use of land and when use is expected to begin and end. Include any planned new construction or renovation, including time-frame when construction or renovation will be completed and type of materials to be used. Provide the estimated dollar value of proposed improvements. Explain the value of the proposal to the economy of the borough and any other information you feel should be considered. (attached additional sheet if necessary)

CURRENTLY THERE ARE NO PLANS FOR THIS PROPERTY. PDA OWNS THE ADJACENT LOT AND REALIZES THE POTENTIAL BENEFIT TO OBLIGING THIS LOT WHEN A DECISION IS MADE TO DEVELOP. PDA WOULD BE WILLING TO GRANT THE SCHOOL AN EASEMENT FOR THE INFORMATIONAL SIGN. WE WILL ASK FOR THIS TO BE REQUIRED TO COMMERCIAL-1 TO MATCH THE ADJACENT LOTS

4. Name and address of all adjacent land owners or lessees, including upland owner(s) if applicable: (attach additional sheet if necessary)

PETERSBURG DUNDAS ASSOCIATION \_\_\_\_\_  
HAMMER & WYKAW \_\_\_\_\_  
\_\_\_\_\_

5. Are there any existing permits or leases covering any part of the land applied for?

\_\_\_\_\_ Yes  No If yes, please check one: (\_\_\_\_\_ Lease \_\_\_\_\_ Permit)

Describe the type of permit or lease, if applicable, and the name and last known address of the permittee or lessee: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

6. What local, state or federal permits are required for the proposed use? (list all)

NO ONE \_\_\_\_\_  
\_\_\_\_\_

7. If applicant is a corporation, provide the following information: N/A

A. Name, address and place of incorporation: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

B. Is the corporation qualified to do business in Alaska?: \_\_\_\_\_ Yes \_\_\_\_\_ No

Name and address of resident agent: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_



8. Why should the Planning Commission recommend Assembly approval of this request?

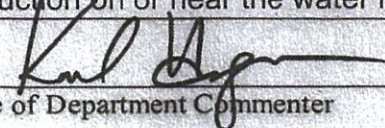
THIS LOT DOES NOT HAVE MUCH UTILITY ON ITS OWN, BUT IT HAS  
MORE POTENTIAL IF COMBINED WITH THE ADJACENT LOT, WHICH  
IS OWNED BY PETERSBURG TOWN ASSOCIATION.

9. How is this request consistent with the Borough's comprehensive plan?

THIS PURCHASE REQUEST IS CONSISTENT WITH THE BOROUGH'S  
COMPREHENSIVE PLAN IN THAT IT ENCOURAGES DEVELOPMENT  
WITHIN OUR EXISTING INFRASTRUCTURE.

10. Prior to submitting this application, please verify with pertinent Borough Departments that the land requested for lease, purchase or exchange is not needed for a public purpose by speaking with the appropriate personnel in the Electric, Water, Wastewater, Community Development, Harbor or Public Works Departments and obtain their comments and signatures below. (attach additional sheet if necessary):

Department Comments: The water, wastewater and electric departments of the Borough  
have no need for retention of this parcel for utility purposes. However, there is an existing  
easement for a 14" water main, that is installed on the property line common to Haugen  
Drive, that should remain in place and prohibit construction on or near the water main.

  
Signature of Department Commenter

Department Comments: \_\_\_\_\_

\_\_\_\_\_  
Signature of Department Commenter

Department Comments: \_\_\_\_\_

\_\_\_\_\_  
Signature of Department Commenter

Department Comments: \_\_\_\_\_

\_\_\_\_\_  
Signature of Department Commenter



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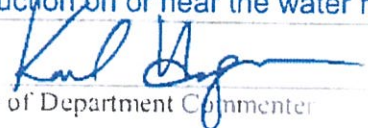
*THEY LET YOU SEE HAVE MUCH INTEREST ON THIS AREA, BUT IT HAS  
NOT BEEN TAKEN TO CONSIDER WITH THE ASPECT OF LOT, WHICH  
REQUIRE BY 30' BUFFER ZONE AS A MINIMUM*

9 How is this request consistent with the Borough's comprehensive plan?

*THEY WOULD BE REQUEST TO BE CONSISTENT WITH THE BORO'S  
COMPREHENSIVE PLAN SO THAT IT ENCOURAGES DEVELOPMENT  
WHICH WOULD EXTEND THE INFRASTRUCTURE*

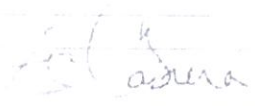
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Signature of Department Commenter

Department Comments Community development has no need for the parcel to be retained in borough ownership.



Signature of Department Commenter

Department Comments Public Works has no need for this parcel for public purposes, other than access to the water main as described above.



Signature of Department Commenter

Department Comments \_\_\_\_\_

Signature of Department Commenter

**NOTICE TO APPLICANT(s):**

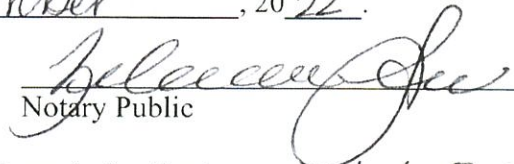
**Applicant will be required to pay a non-refundable filing fee with the Borough of \$500 to cover estimated costs of: a title report, survey, legal fees, postage, recording fees, public noticing and advertising and other costs incidental to the processing of this application.**

**I hereby certify that I have received and reviewed a copy of Petersburg Municipal Code Chapters 16.12 and 16.16 (as they may pertain to my particular application) and understand the Code requirements. I further certify I am authorized to sign this application on behalf of the applicant.**

**Please sign application in the presence of a Notary Public.**

  
Applicant/Applicant's Representative

Subscribed and sworn to by Chad Wright, who personally appeared  
before me this 7<sup>th</sup> day of September, 2022.

  
Notary Public

Notary Public in and for the State of Alaska. My Commission Expires: July 5, 2026









# Petersburg Indian Association Petersburg Borough 10 N. 12th Street 01-006-431



### Zoning Classification

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





# Planning Commission Staff Report

Meeting date: March 14, 2023

**TO:** Planning Commission

**FROM:** Liz Cabrera, Community & Economic Development Director

**Subject:** Sale of Borough-Owned Property at 10 N. 12<sup>th</sup> Street  
Parcel B, Greenbelt Subdivision

**Recommended Motion:**

I move a recommendation to the Borough Assembly that the borough owned property at 10 N 12<sup>th</sup> Street be approved for sale subject to conditions outlined in the findings of fact.

**The Petersburg Planning & Zoning Commission makes the following findings of fact:**

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Compass Theater  
DBA: Northern Nights Theater  
PO BOX 421  
Petersburg, AK 99833  
907-650-7626

Re: Sign at Hagen & 12st

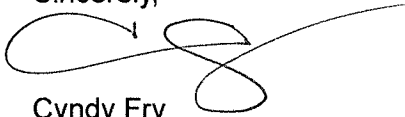
Petersburg Planning Commission,

This letter is in support of the continued easement use of the digital sign on the corner of Hagen and 12st Street. The use of this sign in a collaboration between our non-profit theater and the Petersburg School District. We use this sign to communicate the current movies being shown at the theater to our community.

Due to the financial hardship experienced during our closure during the COVID pandemic and recent major repairs to our equipment we are unable to fathom potential expenditures to move this sign to another location in the community. We would not be able to move this sign, losing this form of community communication to both the school and theater. Based on this, it is essential to maintain the easement and continued use in its current location with the transfer of property ownership.

Thank you for considering all these variables in your decision making process. Please reach out for any additional information at [northernnighttheater@gmail.com](mailto:northernnighttheater@gmail.com) or 907-650-7626.

Sincerely,

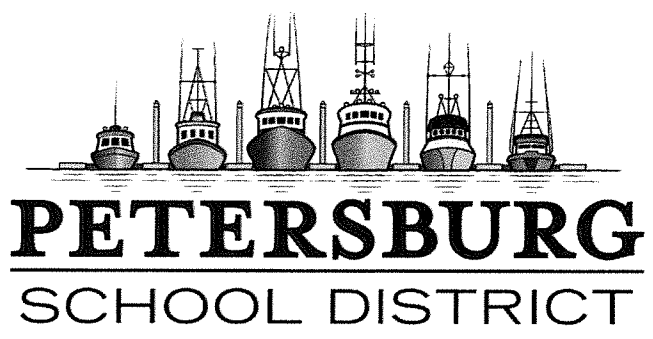


Cyndy Fry  
Compass/NNT Manager



Bev Siercks  
Compass Theater President





District Office  
201 Charles W St.  
P.O. Box 289  
Petersburg, AK 99833

Cyndy Fry, Special Education Director  
cfry@pcsd.us  
1-877-526-7656

March 9, 2023

Re: Sign on Hagen & 12th

Petersburg Planning Commission,

This is a letter in support of maintaining the easement and use of the informational sign at the corner of Hagen and 12th street. This digital sign is used in collaboration with the school district and the non-profit Compass (DBA Northern Nights Theater) to facilitate communication regarding local events on a weekly basis to the community. Continued access via the easement is essential for the use. We appreciated the continued support to use this sign for its intended purpose after the property transfer.

Sincerely,

Cyndy Fry  
Special Education Director