

# Planning Commission Staff Report & Findings of Fact

Meeting Date: December 10, 2024

APPLICANT/AGENT:

John and Miriam Swanson

OWNER(S), IF DIFFERENT:

Petersburg Borough (Ramona St)

LEGAL DESCRIPTION:

Lot 10, Block 234, USS 1252A

LOT AREA:

13,782 Sq Ft

LOCATION:

1320 N Nordic Drive

SURROUNDING ZONING:

North: Single Family Residential

South: Single Family Residential

East: Single Family Residential

West: Single Family Residential

ZONING:

Single Family Residential (SFR)

PID:

01-002-161

APPLICATION SUBMISSION DATE:

October 28, 2024

RECOMMENDATION:

Approve with conditions

I. APPLICANT REQUEST:

The applicant requests approval of the Final Plat for the Swanson Subdivision.

II. APPLICABLE CODES:

18.24 MAJOR SUBDIVISION

18.30 VACATIONS

19.48 SINGLE FAMILY RESIDENTIAL DISTRICT

III. FINDING:

- a. Applications for a major subdivision and vacation of rights-of-way were submitted by John and Miriam Swanson.
- b. The Planning Commission approved the preliminary plat on November 14, 2023, and the Petersburg Borough Assembly approved vacation of a portion of the Ramona St. right-of-way on January 2, 2024. The applicant submitted a Final Plat for approval on October 28, 2024. See Exhibit A.
- c. Following approval of the Final Plat, the applicant preferred the vacated portion of Ramona St be absorbed into their primary lot (Lot 1A) rather than Lot 10. This change necessitated a new survey and approval by the Platting Board.
- d. The subject property is a through lot on North Nordic Drive and an adjacent undeveloped right-of-way.
- e. The surrounding area is partially developed with residential dwellings.
- f. The stated intended use of the property is:
  - a. Lot 10A to be acquired by the Petersburg Borough for use as the site of a new wet well and valve vault as part of the Pumpstation #4 reconstruction project.
  - b. Lot 10B will remain in private ownership and zoned single-family residential.
  - c. A 20' wide utility easement will be established on Lot 10B to run a force main.

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- g. Currently, Lot 10 is of an unusual shape and does not meet the minimum lot size or road frontage for the single-family residential district.
- h. The proposed Lot 10A would be a substandard lot and would not meet the minimum size nor road frontage for the single-family residential district.
- i. Lot 10A will be acquired by the borough for the utility department’s use and is not intended for future residential development. The limited use of the parcel will not be detrimental to public safety, welfare or injurious to adjacent properties.
- j. Following the subdivision, Lot 10B will no longer have direct access to N Nordic though electric utilities will be available from Valkyrie St.
- k. The proposed vacation eliminates most of the existing Ramona St right-of-way between N. Nordic and Valkyrie St. The vacated portion of Ramona St will attach to the adjacent lot to create Lot 1AA.

## V. PUBLIC NOTICE

Per 18.12.060, a public hearing is not required for Final Plat approval.

A notice specifying the subject, time, and date of the public meeting was posted in a public location at the municipal building and radio station.

## V. APPLICATION REVIEW

The application is classified as a request for approval of a Final Plat; however, public notices were mailed out to surrounding property owners.

### a. ZONING DISTRICT STANDARDS – Single Family Residential

<b>Minimum Standards for Zoning District and Use</b>			
	<b>Requirement</b>	<b>Proposed Lots</b>	<b>Analysis</b>
<b>Minimum Lot Size</b>	8,000	Lot 10A – 2,080 sf Lot 10B – 11,702 sf	Lot 10A is substandard but will be owned by the borough.
<b>Minimum Road Frontage</b>	80 ft	Lot 10A – 36.58 ft Lot 10B- 100 ft	Road frontage for Lot 10A is substandard, but the lot will be owned by the borough.
<b>Front Yard</b>	20’		For Lot 10A, all improvements will be underground.
<b>Rear Yard</b>	20’		For Lot 10A, all improvements will be underground.
<b>Side Yard</b>	10’		For Lot 10A, all improvements will be underground.
<b>Max. Height</b>	32’		For Lot 10A, all improvements will be underground.

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<b>Max Lot Coverage</b>	35%		For Lot 10A, all improvements will be underground.
<b>Fire Code Separation</b>	N/A		
<b>Off-street Parking</b>	N/A		
<b>Max Height Fence</b>	6 feet		

## b. Final Plat Criteria

	<b>PMC Final Plat</b>	<b>Analysis</b>
<b>18.24.045 – Platting board review</b>		
B2. Prior to approval of the final plat, all required and elected improvements shall be completed by the sub-divider	N/A	There are no public improvements required for this subdivision.
B3. The sub-divider may submit a final plat on or before the expiration date of the preliminary plat.	Conforms	Preliminary plat approval date: November 14, 2023 Final plat submission date: October 28, 2024
C. Prior to submittal of final plat, the sub-divider shall furnish to the city engineer the following engineering plans	N/A	There are no public improvements required for this subdivision.
<b>18.24.050 – Final Plat Submission</b>		
A. Subdivider shall submit a final plat that bears the information specified for the preliminary plat in <a href="#">Section 18.24.040</a> .	Conforms	The preliminary plat was found to conform with requirements of Title 18 and approved by the Planning Commission on November 14, 2023.
A1. The boundaries of the plat shall clearly show the initial point of survey, original or reestablished corners, with description of them, and actual traverse showing area of closure and all distances, angles and calculations required to determine initial point, corners and distances of the plat.	Conforms	
A2. Bearings and distances to the nearest established street lines, section lines or official monuments necessary to describe the location of the plat.	Conforms	
A2. All monuments found shall be indicated and proper references, including the date set, type of monument, the surveyor and his registration number shall be indicated.	Conforms	

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A3. Centerlines of all streets, lengths, tangents, radii, and central angles of all curves, the total width of each street	Conforms	
A4. The width, bearing and other necessary data to delineate all easements to which the lots are subject.	Conforms	
A5. All lot and block numbers.	Conforms	
A6. Sufficient data to determine readily the bearing and length of each line. No ditto marks shall be used.	Conforms	
A7. The names of adjacent subdivisions and the lot numbers of adjacent lots.	Conforms	
A8. The exact boundaries of all areas to be dedicated or reserved for public use or for the common use of property owners. The purpose of the dedication or reservation shall be set forth on the plat.	Conforms	A 20' utility easement is identified in the plat.
A9. All lots, blocks, or tracts affected by the floodplain regulations adopted by the borough shall be labeled "Flood Hazard Area" on the face of the plat.	N/A	See Exhibit C.
B1. Certification of Surveyor	Conforms	
B2. Certification of Ownership and Dedication.	Conforms	
B3. Certificate of Payment of Taxes.	Conforms	
B4. Certification of Approval by the Platting Board	Conforms	
<b>C Final Plat Monuments</b>		
C1. Primary Monuments established	Conforms	
C2. Secondary monuments established	Conforms	
D1. statement referring to private covenants	N/A	There are no private covenants governing the subdivision.
D2. Statement limiting placement of habitable structures, if any portion of the plat depicts areas within the floodplain.	N/A	Lot 10A will be owned by the borough and is not for residential development. See Exhibit C.
E. Development Plat Restriction.	N/A	No public improvements were required for this subdivision.
F. On any zero lot line subdivision	N/A	This is not a zero lot line subdivision.
<b>18.24.060 Design Principles</b>		
A1. Compliance with ordinances of the borough.	Nonconforming	Lot 10A does not meet the minimum lot size for the district, however it is not intended for residential development. Platting variance granted 11/14/23

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A2. Proposed name of the subdivision shall not duplicate, or too closely approximate the name of any other subdivision.	Conforms	Swanson Subdivision does not duplicate or approximate the name of any existing subdivision. See Exhibit D.
A3. Lands which have been found to be unsuitable for subdivision because of potential hazards, shall not be subdivided or included in any building lot.	N/A	
<b>18.24.070 Streets</b>		
Street Design	N/A	Per the Final Plat, no public streets are dedicated as part of the subdivision.
<b>18.24.080 Easements</b>		
C. There shall be at least a ten-foot-wide easement on either side of any creek or stream.	N/A	

## VI. ACTION

**Proposed motion:** I move to approve the Swanson Subdivision, including vacation of a portion of the Ramona St ROW, along with the findings of fact and conditions of approval as presented.

**Based on the preceding findings of fact, the Petersburg Planning Commission, acting as the Platting Board, makes the following determination:**

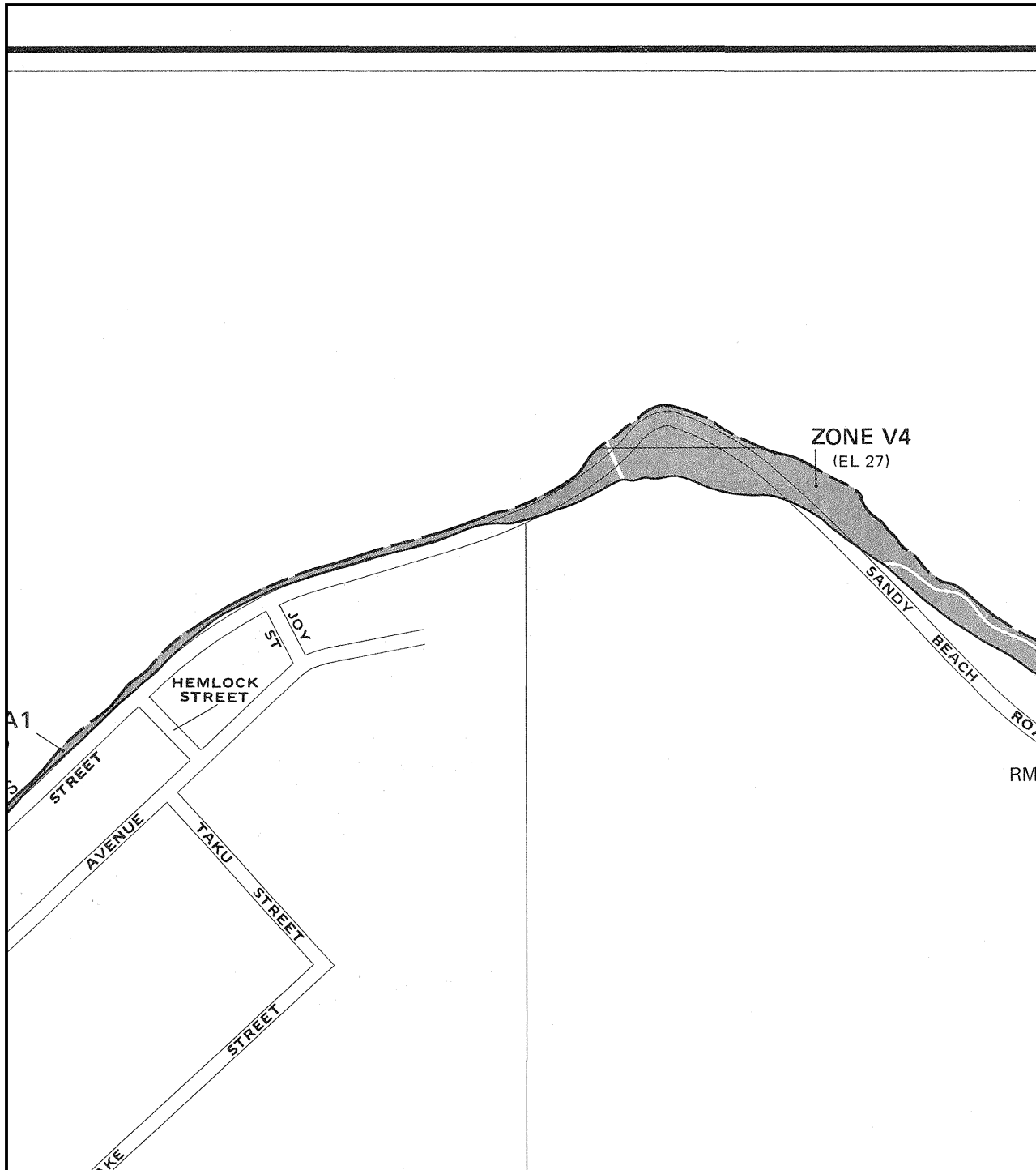
- a. The proposed Swanson Subdivision meets the criteria outlined in Title 18 for final plat approval.
- b. As a condition of approval, the Applicant/Owner shall:
  - Submit a plat with legible lettering meeting the generally accepted standards for good draftsmanship as prepared by a professional land surveyor, properly registered in the state of Alaska, drawn to scale, and provided in a format, size, suitable for recording for signatures.
  - Borough Assembly will need to re-approve the plat and vacation of Ramona St.
  - Prior to recording the final plat, a certificate to plat shall be updated to a date not more than fifteen days prior to submission of the final plat to the borough clerk for recording.

## EXHIBITS

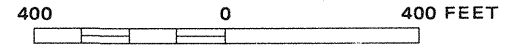
- A. Applicant submission - Final Plat for Swanson Subdivision
- B. Flood Insurance Rating Map
- C. Subdivision Name Search
- D. Public Hearing Mailout



B.Flood insurance rating map



APPROXIMATE SCALE



NATIONAL FLOOD INSURANCE PROGRAM

**FIRM**  
FLOOD INSURANCE RATE MAP

CITY OF  
**PETERSBURG, ALASKA**  
WRANGELL-PETERSBURG  
DIVISION

PANEL 1 OF 16  
(SEE MAP INDEX FOR PANELS NOT PRINTED)

COMMUNITY-PANEL NUMBER  
020074 0001 B

EFFECTIVE DATE:  
JUNE 1, 1982



Federal Emergency Management Agency

This is an official FIRMette showing a portion of the above-referenced flood map created from the MSC FIRMette Web tool. This map does not reflect changes or amendments which may have been made subsequent to the date on the title block. For additional information about how to make sure the map is current, please see the Flood Hazard Mapping Updates Overview Fact Sheet available on the FEMA Flood Map Service Center home page at <https://msc.fema.gov>.



## C. Subdivision name search

Alaska Department of Natural Resources  
RECORDER'S OFFICE

### Recorder's Office - Search By Subdivision Name

**Please Note: Can't find the subdivision you are looking for? Check the Name Search.**

#### In District:

110 - PETERSBURG

#### Starting Subdivision Name:

SWANSON

Next Subdivision Name:

TONGASS NATIONAL FOREST STIKINE AREA

New Search

SUBDIVISION NAME	ASSOCIATED PLAT	PLAT
SWANSON - WORHATCH SUBDIVISION	98-38	<a href="#">Image</a>
SWANSON BRYNER SUBDIVISION	96-26	<a href="#">Image</a>
TANGO SUBDIVISION	2018-15	<a href="#">Image</a>
TANNER SUBDIVISION	93-9	<a href="#">Image</a>
TATE SUBDIVISION WEST	92-2	<a href="#">Image</a>
TATE TRACT SUBDIVISION	2018-16	<a href="#">Image</a>
TEBENKOF BAY WILDERNESS AREA	93-4RS	<a href="#">Image</a>
TED KERRI SUBDIVISION	90-3	<a href="#">Image</a>
TED MORRISON SUBDIVISION	2001-8	<a href="#">Image</a>
TED SMITH SUBDIVISION	96-7	<a href="#">Image</a>
TED SOKOL II SUBDIVISION	97-20	<a href="#">Image</a>
TED SOKOL SUBDIVISION	88-14	<a href="#">Image</a>
THE GROGAN SUBDIVISION	2020-12	<a href="#">Image</a>
THE MILL INC SUBDIVISION	2015-5	<a href="#">Image</a>
THE REID SUBDIVISION	2023-6	<a href="#">Image</a>
THE TIDELANDS ADDITION SUBDIVISION	2015-4	<a href="#">Image</a>
THE TIDELANDS ADDITION SUBDIVISION	2019-7	<a href="#">Image</a>
THIRTEENTH STREET RELOCATION SUBDIVISION	94-6	<a href="#">Image</a>
THOMAS BAY ALASKA SUBDIVISION	82-16	<a href="#">Image</a>
THOMAS BAY ALASKA SUBDIVISION	82-17	<a href="#">Image</a>
THOMASSEN SUBDIVISION	2005-16	<a href="#">Image</a>
THOMPSON SUBDIVISION	84-34	<a href="#">Image</a>
THORNDYKE SUBDIVISION GENE	84-7	<a href="#">Image</a>
THORSTENSON SUBDIVISION	2001-3	<a href="#">Image</a>
TIDELANDS ADDITION	64-176	<a href="#">Image</a>
TIDELANDS ADDITION	64-177	<a href="#">Image</a>
TIDELANDS ADDITION	64-178	<a href="#">Image</a>



SUBDIVISION NAME	ASSOCIATED PLAT	PLAT
TIDELANDS ADDITION	<a href="#">64-179</a>	<a href="#">Image</a>
TIDELANDS ADDITION	<a href="#">64-180</a>	<a href="#">Image</a>
TIDELANDS ADDITION	<a href="#">64-181</a>	<a href="#">Image</a>
TIDELANDS ADDITION	<a href="#">64-182</a>	<a href="#">Image</a>
TIDELANDS ADDITION	<a href="#">64-183</a>	<a href="#">Image</a>
TIDELANDS ADDITION	<a href="#">64-184</a>	<a href="#">Image</a>
TIDELANDS ADDITION	<a href="#">64-185</a>	<a href="#">Image</a>
TIDELANDS ADDITION	<a href="#">64-186</a>	<a href="#">Image</a>
TIDELANDS ADDITION	<a href="#">64-187</a>	<a href="#">Image</a>
TIDELANDS ADDITION	<a href="#">64-188</a>	<a href="#">Image</a>
TIDELANDS ADDITION	<a href="#">85-14</a>	<a href="#">Image</a>
TIDELANDS ADDITION SUBDIVISION	<a href="#">92-23</a>	<a href="#">Image</a>
TIDELANDS ADDITION SUBDIVISION	<a href="#">2005-31</a>	<a href="#">Image</a>
TIDELANDS ADDITION SUBDIVISION	<a href="#">2013-22</a>	<a href="#">Image</a>
TIDELANDS ADDITION SUBDIVISION	<a href="#">2015-8</a>	<a href="#">Image</a>
TIDELANDS ADDITION SUBDIVISION	<a href="#">2018-8</a>	<a href="#">Image</a>
TIDELANDS ADDITION SUBDIVISION LOT T-168	<a href="#">87-25</a>	<a href="#">Image</a>
TIDELANDS ADDITION SUBDIVISION THE	<a href="#">2015-4</a>	<a href="#">Image</a>
TIDELANDS ADDITION SUBDIVISION THE	<a href="#">2019-7</a>	<a href="#">Image</a>
TIDELANDS LEASE	<a href="#">85-21</a>	<a href="#">Image</a>
TIDELANDS SUBD	<a href="#">90-31</a>	<a href="#">Image</a>
TIDELANDS SURVEY NO 9		NONE
TONGASS NATIONAL FOREST CHATHAM AREA	<a href="#">96-12</a>	<a href="#">Image</a>

**Please Note: Can't find the subdivision you are looking for? Check the Name Search.**

[Documents continue](#)

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If you identify a possible indexing error (typo, reversed names, etc) or cannot locate the record you are trying to find please **Contact Us**

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# D. Public hearing mailout



November 18, 2024

**KVERNVIK JERALD A KVERNVIK JANICE K  
PO BOX 1221  
PETERSBURG, AK 99833-1221**

## NOTICE OF SCHEDULED PUBLIC HEARINGS

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

**Final Plat approval for an application from John and Miriam Swanson for major subdivision and vacation of a portion of the Ramona St right-of-way at 1320 Nordic Dr. (PID: 01-002-161).**

The public hearing and consideration of the application will be held:	<b>Tuesday, December 10<sup>th</sup>, 2024, at 12:00 PM</b> Assembly Chambers, Municipal Building 12 South Nordic Drive, Petersburg, Alaska.
The meeting is open to the public. To attend via <b>ZOOM</b> , 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.

<b>TO SUBMIT WRITTEN COMMENTS TO THE PLANNING COMMISSION</b>	
By Mail:	PO Box 329, Petersburg, Alaska 99833
By Email:	<a href="mailto:acaulum@petersburgak.gov">acaulum@petersburgak.gov</a>
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

Name1	Name2	Address1	City	State	Zip	EMAIL
CHRIST FRY		PO BOX 1440	PETERSBURG	AK	99833-1440	<a href="mailto:nwwood@mac.com">nwwood@mac.com</a>
HEATHER O'NEIL		PO BOX 1083	PETERSBURG	AK	99833-1083	<a href="mailto:fvrogue@gci.net">fvrogue@gci.net</a>
JIM FLOYD		PO BOX 281	PETERSBURG	AK	99833-0281	<a href="mailto:jim@hammerandwikan.com">jim@hammerandwikan.com</a>
JOHN JENSEN		PO BOX 681	PETERSBURG	AK	99833-0681	<a href="mailto:i.fishjensen@gmail.com">i.fishjensen@gmail.com</a>
PHIL MEEKS		PO BOX 1514	PETERSBURG	AK	99833-1514	<a href="mailto:psmeeks@aptalaska.net">psmeeks@aptalaska.net</a>
MARIETTA DAVIS		PO BOX 673	PETERSBURG	AK	99833-0673	<a href="mailto:mariettajoanne12@gmail.com">mariettajoanne12@gmail.com</a>
SWANSON JOHN R	SWANSON MIRIAM M	PO BOX 1546	PETERSBURG	AK	99833-1546	
ALASKA STATE OF		550 W 7TH AVE STE 1050A	ANCHORAGE	AK	99501-3579	
ALBERG KAYLYNN		17904 3RD AVE NW	SHORELINE	WA	98177	
BIGGERS PATRICIA L		PO BOX 1633	PETERSBURG	AK	99833-1633	
BIRCHELL CURTIS W	BIRCHELL KRISTI A	PO BOX 12	PETERSBURG	AK	99833-0012	
CURRY CLYDE	CURRY JEAN	PO BOX 572	PETERSBURG	AK	99833-0572	
EDDY KATIE T	EDDY STUART D	PO BOX 2085	PETERSBURG	AK	99833-2085	
EDGARS GORDON	EDGARS SANDRA	PO BOX 641	PETERSBURG	AK	99833-0641	
EDGARS JAMES FREDERICK	JESTEL ALISA MICHELLE	PO BOX 1814	PETERSBURG	AK	99833-1814	
HARAI SUSAN E		PO BOX 612	PETERSBURG	AK	99833-0612	
JAKOBSEN MAGNUS A	JAKOBSEN PAULINE G	PO BOX 201	PETERSBURG	AK	99833-0201	
KRAVITZ MARY	KRAVITZ GARRETT	PO BOX 2073	PETERSBURG	AK	99833-2073	
KVERNVIK JERALD A	KVERNVIK JANICE K	PO BOX 1221	PETERSBURG	AK	99833-1221	
LYONS COLT H	CRAIN CAROLINE	PO BOX 74	PETERSBURG	AK	99833-0074	
MARTINSEN JAMES H	MARTINSEN DONNA	PO BOX 385	PETERSBURG	AK	99833-0385	
MARTINSEN JUDINE M	BISSET GEORGE J	PO BOX 2112	PETERSBURG	AK	99833-2112	
NILSEN MATT J	NILSEN VALAREE J	PO BOX 1463	PETERSBURG	AK	99833-1463	
OHMER JUDY M		PO BOX 372	PETERSBURG	AK	99833-0372	
RAVEN 1 LLC		307 NE 7TH ST	MCMINNVILLE	OR	97128	
STOLPE BJORN H	STOLPE SHANNON R	PO BOX 1487	PETERSBURG	AK	99833-1487	
STOLPE JAMES D	STOLPE TERESA G	PO BOX 1466	PETERSBURG	AK	99833-1466	