

## PLANNING COMMISSION STAFF REPORT

<b>Action #</b>	2025-121
<b>Meeting Date:</b>	12/9/2025
<b>Applicant(s):</b>	Petersburg Borough
<b>Property Owner(s):</b>	Petersburg Borough
<b>Agent/Representative:</b>	
<b>Property Address:</b>	ptn of N 7th Street
<b>Legal Description:</b>	ROW adjacent to Block 275, USS 1252a
<b>Parcel ID</b>	
<b>Acreage/Lot Size</b>	9,144 sf
<b>Current Zoning</b>	n/a
<b>Comp Plan Designation:</b>	n/a
<b>Request Type:</b>	Vacation of a right-of-way.

### EXECUTIVE SUMMARY

**Applicant Request:** Vacation of portion of N 7th St ROW and consolidation with adjacent lot to create a larger lot suitable for residential development.

**Staff Recommendation:** Approve with conditions

**Key Issues:**

1. The N 7th St ROW is not needed to access borough or private property.
2. Vacated portion can be consolidated with adjacent lot to create a developable residential lot.

### PROJECT DESCRIPTION

#### Proposal Details

Intended Use                      Borough intends to sell Lot 2A for residential development.

Building/Development

Site Improvements

Operations Plan

Timeline

### SITE CHARACTERISTICS

Size:                                      9,144 sf

Topography:                            wooded/muskeg

Existing Structures:                 none

Legal Access:                         Aaslaug St

Utilities:                                Water/Wastewater & Power are available on Aaslaug St.

Flood Zone:                             n/a

Constraints:

### ZONING AND LAND USE ANALYSIS

#### Current Zoning

**Zone**                                      Single-family Residential

**Intent**                                    SFR provides a sound and attractive residential neighborhood.

**Principal Uses**                        Uses outlined in Section 19.20.020 for SFR, include, but are not limited to, single-family homes, two-family homes, and accessory buildings.

**Conditional Uses** Conditional uses outlined in Section 19.20.040 for SFR include, but are not limited to, home occupation, private schools, church, public buildings.

Surrounding Zoning		Existing Land Use	
North	Single-family Residential	North	Residential
South	Single-family Residential	South	Commercial/Industrial
East	Single-family Residential	East	Residential
West	Single-family Residential	West	Residential

**LOT DEVELOPMENT STANDARDS**

Standard	Required	Proposed	Conforms?	Comment
Min. Lot Size	8,000 sf	9144 sf	yes	Will be consolidated with adjacent lot
Setback - Front	20 ft			
Setback - Side	10 ft			
Setback - Rear	20 ft			
Max. Lot Coverage	35%			
Max. Building Height	2 stories			
Parking Spaces	2 per dwelling unit			

**STANDARDS ANALYSIS (PMC 18.30.020-18.30.050)**

The platting authority shall inquire into and determine the merits of the relief petitioned for and make such order as justice and the public welfare require.

The proposed ROW vacation eliminates a 200' platted ROW between Gauffin St and the undeveloped portion of Lake St. The adjacent vacant lot (Block 275) is small and oddly shaped limiting its development for residential use. The vacated portion of the ROW may then be consolidated with Block 275 to create a legal lot with direct access to road, water, sewer, and electricity. The borough's intent is to sell the new lot for residential development.

**DEPARTMENT REVIEWS**

Department Name	Comments
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Public Works: Future utility can run down undeveloped portion of Lake St

**PUBLIC NOTICE**

The borough provided public notice consistent with PMC 18.30.030. Notice was mailed by first class mail to the owner of record of the property within a distance of six hundred feet of the exterior boundary of the property that is the subject of the application. See Attachment D for notification list.

**FINDINGS AND CONDITIONS OF APPROVAL**

**Findings of Fact**

Finding 1: Petersburg Borough is the majority property owner on this portion of N 7th St.

Finding 2: ROW is not needed to access borough or private property.

Finding 3: Vacating ROW allows for creation of a standard lot with access to road and utilities.

**Proposed Motion**

I move to recommend to the Borough Assembly to approve the vacation of a portion of N 7th St adjacent to Block 275, USS 1252a.

**Recommended Conditions of Approval**

Condition 1: Vacated ROW should be consolidated with adjacent lot (Block 275).

Condition 2:

## **ALTERNATIVES**

The Planning Commission has the following options:

- 1. Recommend approval of the application as submitted**
- 2. Recommend approval of the application with staff-recommended conditions**
- 3. Recommend approval of the application with modified conditions**
- 4. Continue the hearing to allow for additional information or public input**
- 5. Recommend the application be denied.**

If the Planning Commission chooses to recommend the application contrary to staff recommendation, specific findings supporting that decision should be provided.

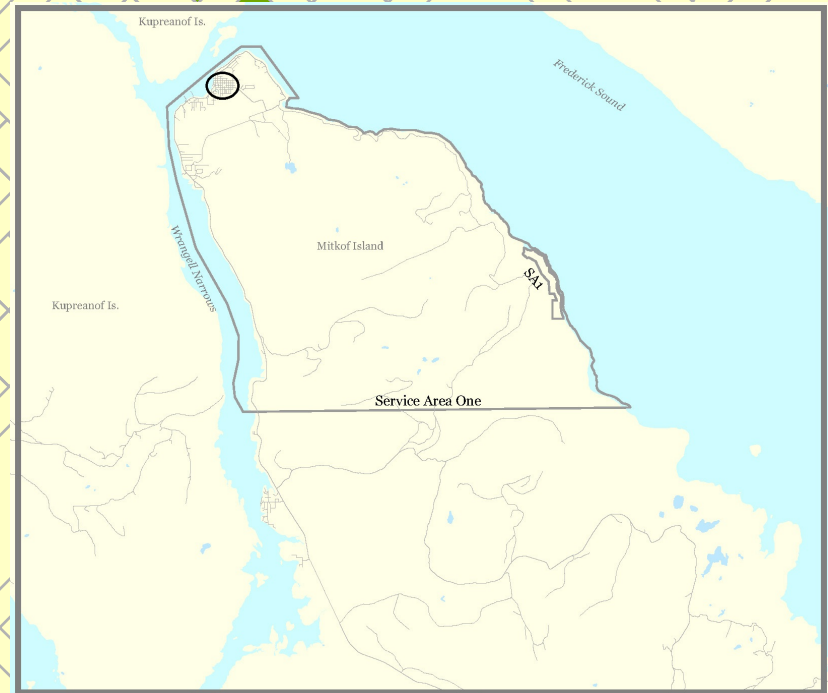
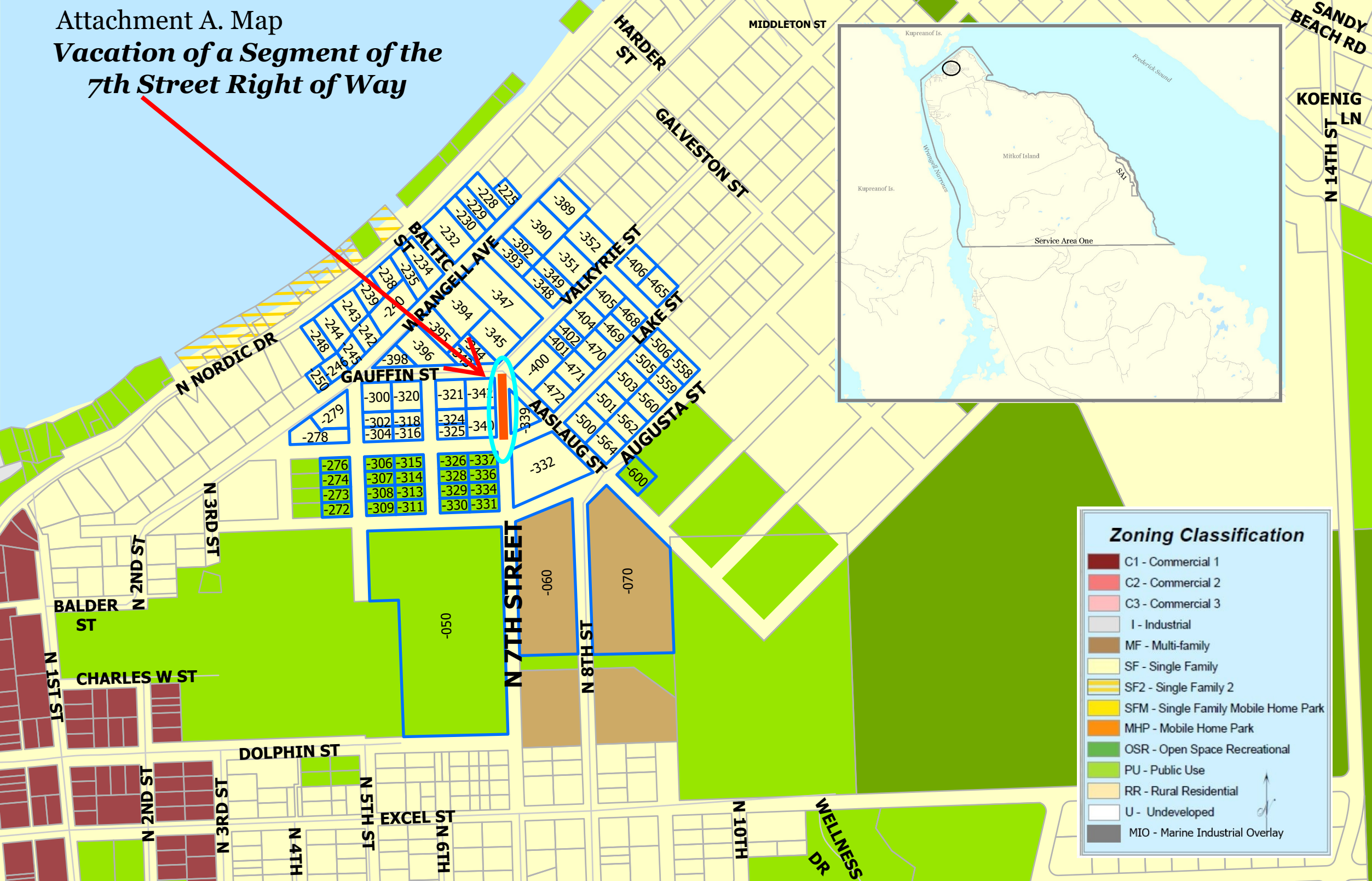
## **ATTACHMENTS**

- |                        |                    |                  |
|------------------------|--------------------|------------------|
| A. Maps                | C. Public Comments | E. Proposed Plat |
| B. Applicant Materials | D. Public Notice   |                  |

## **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.


# Attachment A. Map Vacation of a Segment of the 7th Street Right of Way



### Zoning Classification

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

Attachment B. Applicant Material

 <b>PETERSBURG BOROUGH R.O.W. VACATION</b>		CODE TO:	<b>110.000.404110</b>	
		BASE FEE:	\$50.00	
		PUBLIC NOTICE FEE:	\$70.00	
		<b>TOTAL:</b>	<b>\$120.00</b>	
DATE RECEIVED:	RECEIVED BY:	CHECK NO. or CC:		
<b>APPLICANT/AGENT:</b>		<b>PROPERTY OWNER(S):</b>		
NAME <b>Petersburg Borough</b>		NAME		
MAILING ADDRESS [REDACTED]		MAILING ADDRESS		
CITY/STATE/ZIP <b>Petersburg, AK 99833</b>		CITY/STATE/ZIP		
PHONE <b>907-772-4425</b>		PHONE		
EMAIL [REDACTED]		EMAIL		
<b>Adjacent Properties</b>				
Number of Lots/Parcels Affected by Vacation: <b>4</b>		Subdivision: <b>Petersburg Townsite</b>	Plat #: USS 1252 and USS 1252a	
<b>SUBMITTALS:</b>				
Please include a copy of plat.				
<b>SIGNATURE(S):</b>				
I (we) do hereby apply for a vacation of the borough owned easement/right-of-way/land in accordance with the provisions of Title 18, SUBDIVISIONS of the Petersburg Municipal Code.				
I (we) am (are) the owners of the real estate which borders said borough-owned easement/right-of-way/and, which is generally described above.				
<b>Lot/Block</b>	<b>Owner(s) Name</b>	<b>Mailing Address</b>	<b>Email</b>	<b>Phone</b>
Block 275	Petersburg Borough	PO Box 329, Petersburg, AK	[REDACTED]	907-772-4425
<b>Owner Signature:</b> [Signature]				
Lot 7, Block 84	Petersburg Borough	PO Box 329, Petersburg, AK	[REDACTED]	907-772-4425
<b>Owner Signature:</b> [Signature]				
Lot 8, Block 84	Petersburg Borough	PO Box 329, Petersburg, AK	[REDACTED]	907-772-4425
<b>Owner Signature:</b> [Signature]				
<b>Owner Signature:</b>				
<b>Owner Signature:</b>				
<b>Owner Signature:</b>				





November 18, 2025

**EMMENEGGER DENNIS EMMENEGGER KATHRYN**



**NOTICE OF SCHEDULED PUBLIC HEARINGS**

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

**Recommendation to the Borough Assembly regarding an application from the Petersburg Borough to vacate a portion of N 7<sup>th</sup> Street**

The public hearing and consideration of the application will be held:	<b>Tuesday, December 9, 2025, 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:	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

Name1	Name2
CHRIS FRY	
HEATHER O'NEIL	
SARAH FINE-WALSH	
JOHN JENSEN	
JOSHUA ADAMS	
MARIETTA DAVIS	
MIKA CLINE	
BALCOM BRADLEY D	BALCOM HANNAH
BELL DUANE E	BELL DIAN L
BENITZ DAVID	BENITZ CEAN
BERGMANN WILLIAM	BERGMANN JOYCE
CARR REED	
CLAY CADE	
CORNELIUS DONALD	CORNELIUS KAREN
CORRAO CHELSEA	
CURRY PROPERTY LLC	
DAVIS WESLEY	DAVIS ANGELA
DURBIN MICHAEL	
EMMENEGGER DENNIS	EMMENEGGER KATHRYN
FREEMAN HARLAN	FREEMAN SHARON
GCI COMMUNICATION CORPORATION	
GELHAUS MARK	GELHAUS MARCELLA
GUTHRIE ALEXANDER	GUTHRIE LAURA
HALTINER ROBERT	HALTINER SIGNE
HENDERSON RANDAL	HENDERSON JUDITH
HICKMAN DANIEL	HICKMAN PATRICIA
HOWARD KENNETH	HOWARD LAURA
JUDY RODNEY	JUDY DARCY
KIVISTO KURT	KIVISTO SHARON
KOWALSKI GREGORY	KOWALSKI CATHERINE
LAMBE KELSEY	MCCAY TREVOR
LEONARD MICHAEL	LEONARD MARY
LIGHTHOUSE ASSEMBLY OF GOD	
LUCZAK LEON	LUCZAK JOANNE
MACPHEE DANIELLE	RASMUSSEN JACOB
MALONE ALAN J	
MAZZELLA DAVID	MAZZELLA HILLARY
MIDKIFF EARL	MIDKIFF SHANNON
MILLER APRIL LANE	
MOORE JOSHUA A	MOORE VICTORIA
OCHOA RAYMOND	
PARR ROBIN E	PARR HUNT E
POULSEN CHRIS W	POULSEN STACEY
RESSLER CHARLES	RESSLER LOIS
RITTER WENDY	
ROBINSON JEFFREY W	FUQUA SUZANNE M
SIMBAHON TIARE R	
SWANSON ROBERT	THE SWANSON FAMILY LIVING TRUST
THAIN LAUREN	THAIN TYLER
THORSEN DEREK	THORSEN STACEY
THYNES BRANDI R	
THYNES CHARLES	THYNES STEPHANIE
US COAST GUARD	
VAN ETTINGER PAUL C	VAN ETTINGER CHRISTINE M
WOOD KARSTEN F	WOOD KELLII
YUEN KEN	VIEN VIVIAN

