

PLANNING COMMISSION STAFF REPORT

Action # 2026-0305
Meeting Date: 3/10/2026
Applicant(s): Joyce Cummings
Property Owner(s): Joyce Cummings
Agent/Representative: Dave Thynes
Property Address: 188 MITKOF HIGHWAY
Legal Description: Plat 2025-1
Parcel ID 01-029-090
Acreage/Lot Size 52,086 sf
Current Zoning Single-family Residential
Comp Plan Designation:
Request Type: Minor Subdivision

EXECUTIVE SUMMARY

Applicant Request: Applicant requests approval of a minor subdivision.

Staff Recommendation: Approve with conditions

Key Issues: Resubdivision of two single-family residential lots

PROJECT DESCRIPTION

Proposal Details

Intended Use TO RESUBDIVIDE TWO LOTS TO CREATE TWO LOTS

SITE CHARACTERISTICS

Size: 52,086 sf
 Topography: filled lots
 Existing Structures: dwelling
 Legal Access: Mitkof Hwy
 Utilities: Adjacent
 Flood Zone: Zone A1
 Constraints: none

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		Actual Land Use
North	Open Space/Recreation	Public
South	Single-family Residential	Residential
East	Single-family Residential	Residential

West	n/a
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Public

LOT DEVELOPMENT STANDARDS				
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Standard	Required	Proposed	Conforms?	Comment
Min. Lot Size	8,000	41,402 sf/10,684 sf	Yes	
Max. Lot Coverage	35%	XX%/0%	Yes	

SUBDIVISION CRITERIA 18.20.010				
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STANDARD	PROPOSED	COMMENT
1.The plat subdivides a single lot into not more than four lots;	2	
2.The plat provides legal and physical access to a public highway or street for each lot created by the subdivision;	Mitkof Hwy	
3.The plat does not contain or require a dedication of a street, right-of-way, or other area;	No dedication required.	
4.The plat does not require a vacation of a public dedication of land or a variance from a subdivision regulation;	No vacation or variance required.	
5.The outside corners of each lot are marked and at least two outside corners of the whole subdivision tract are referenced to publicly recorded survey markers;		Will be required on final plat submission
6.The written approval of the public works, engineering, power and light and police departments has been noted on the application.		See below.

DEPARTMENT REVIEWS	
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Department Name	Comments
Public Works:	No comments.
Power & Light:	No comments.
Police Dept	No comments.
Fire/EMS:	No comments.

PUBLIC NOTICE

The borough provided public notice consistent with PMC 18.12.040. 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

See draft resolution on next page for findings of fact and conditions of approval

Proposed Motion

I move to approve Resolution No. 2026-0305 TO RESUBDIVIDE TWO LOTS TO CREATE TWO LOTS at 188 MITKOF HIGHWAY

ALTERNATIVES

The Planning Commission has the following options:
 1. Approval of the application as submitted.

2. Approval of the application with staff-recommended conditions
3. Approval of the application with modified or additional conditions.
4. Continue the hearing to allow for additional information or public input.
5. Disapprove the application.

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.

PLANNING COMMISSION RESOLUTION NO. 2026-0305

A RESOLUTION OF THE PETERSBURG BOROUGH PLANNING COMMISSION RECOMMENDING THE APPROVAL OF A MINOR SUBDIVISION TO RESUBDIVIDE TWO LOTS TO CREATE TWO LOTS AT 188 MITKOF HIGHWAY

WHEREAS, on March 10, 2026, the Planning Commission, acting as the Platting Board, conducted a duly and properly noticed public hearing to consider an application for a minor subdivision TO RESUBDIVIDE TWO LOTS TO CREATE TWO LOTS at 188 MITKOF HIGHWAY, legally described as Plat 2025-1, 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 made the following findings of fact, based on substantial evidence in the record:

- Finding 1: The proposed project meets the criteria for a minor subdivision of 18.20.010 as detailed in the staff report.
- Finding 2: The applicant has demonstrated compliance with applicable zoning and development standards.
- Finding 3: The applicant has submitted a plat that generally meets accepted standards for good draftsmanship.

NOW, THEREFORE, BE IT RESOLVED, that the Planning Commission of the Petersburg Borough, acting as the Platting Board, hereby approves the Minor Subdivision, subject to the following conditions:

Condition 1: 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.

Condition 2: Plat will have at least two outside corners of the whole subdivision tract referenced to publicly recorded survey markers.

Condition 3: Portions of the plat are located in the flood plain. Plat shall include statement that "All habitable structures shall be located following standards specified in PMC 17.14.140."

BE IT FURTHER RESOLVED, that the chairperson is authorized to sign this resolution on behalf of the Planning Commission.

ADOPTED this 10 day of March, 2026, by the following vote:

AYE:

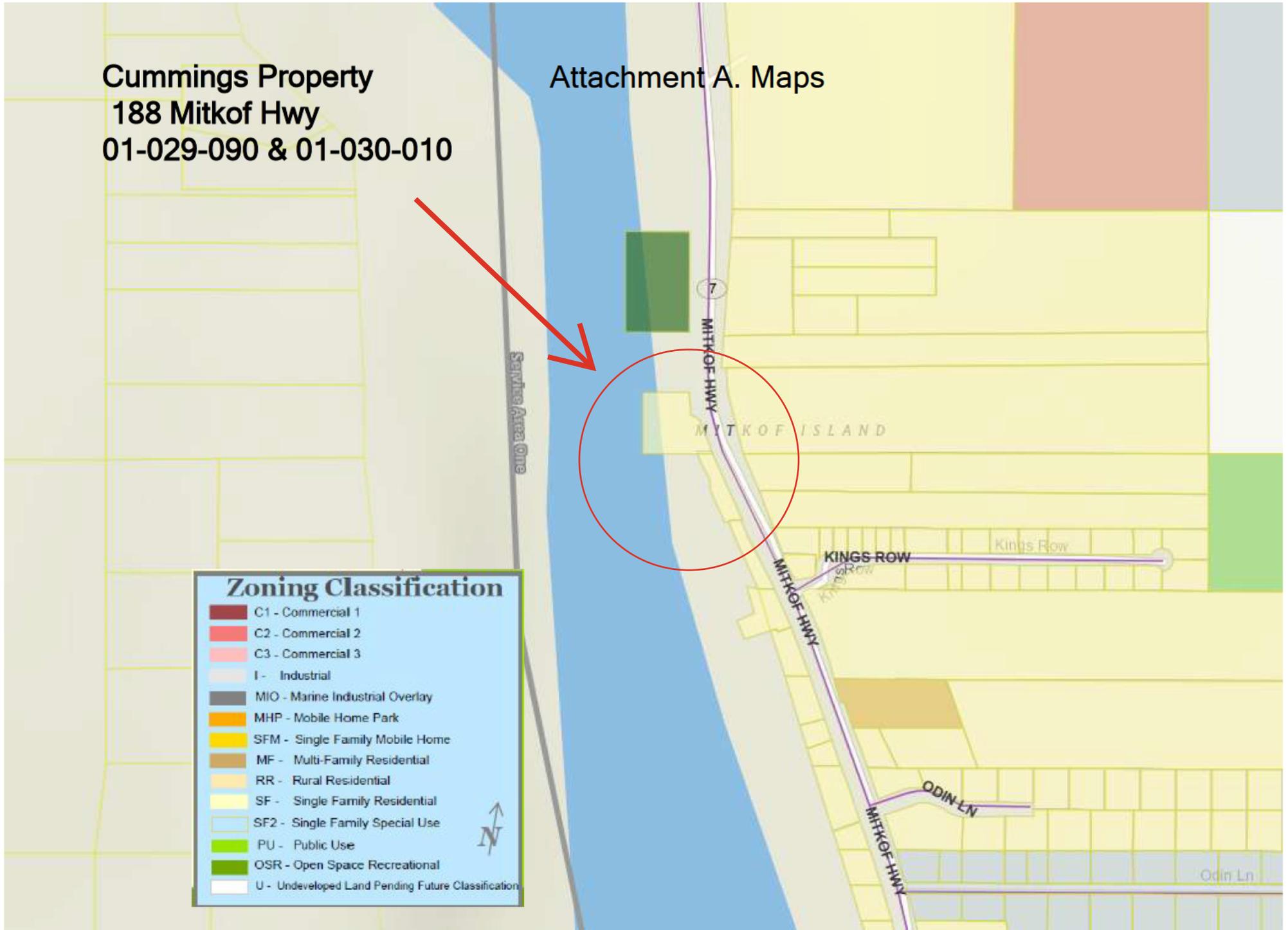
NAY:

ABSENT:

Chair, Planning Commission

Cummings Property
188 Mitkof Hwy
01-029-090 & 01-030-010

Attachment A. Maps





PETERSBURG BOROUGH LAND USE APPLICATION

For Borough Use	Date: <u>2/10/26</u>
Base Fee:	Check No. or CC: <u>SC</u>
Public Notice Fee: \$70	Received by: <u>[Signature]</u>
Total: <u>\$kas-</u>	Code to: 110.000.404110

APPLICANT INFORMATION

NAME: Dave Thynes

PROPERTY INFORMATION

PHYSICAL ADDRESS or LEGAL DESCRIPTION: <u>188 Mitkof Highway</u>			Lot Size:
LOT:	BLOCK:	SUBDIVISION:	PLAT #: <u>2007-2</u>
PARCEL ID: <u>01029090 & 01030010</u>		ZONE: <u>SFR</u>	OVERLAY:

Current Use of Property: Residential & undeveloped

Proposed Use of Property: Same

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): Mitkof Highway

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) 2 - LOTS
- 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): [Signature] Date: 2/10/26

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

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



February 17, 2026

SWAINSON JAMES M



NOTICE OF SCHEDULED PUBLIC HEARINGS

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

An application from Joyce Cummings for a minor subdivision at 188 MITKOF HWY (PID: 01-029-090 & 01-030-010)

The public hearing and consideration of the application will be held:	Tuesday, March 10, 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

Name1**Name2**

CHRIS FRY	
HEATHER O'NEIL	
SARAH FINE-WALSH	
JOSHUA ADAMS	
MARIETTA DAVIS	
MIKA CLINE	
LUHR BEULAH	C/O JOYCE CUMMINGS

MARTENS JAQUELINE CHERIE

KOENIGS LEE M

BEARDSLEE PHILLIP

BEARDSLEE RONELLE

OLSON WANDA

MCFADYEN CHRISTOPHER

SWAINSON JAMES M

EIDE LARS R

EIDE PASSAWEE

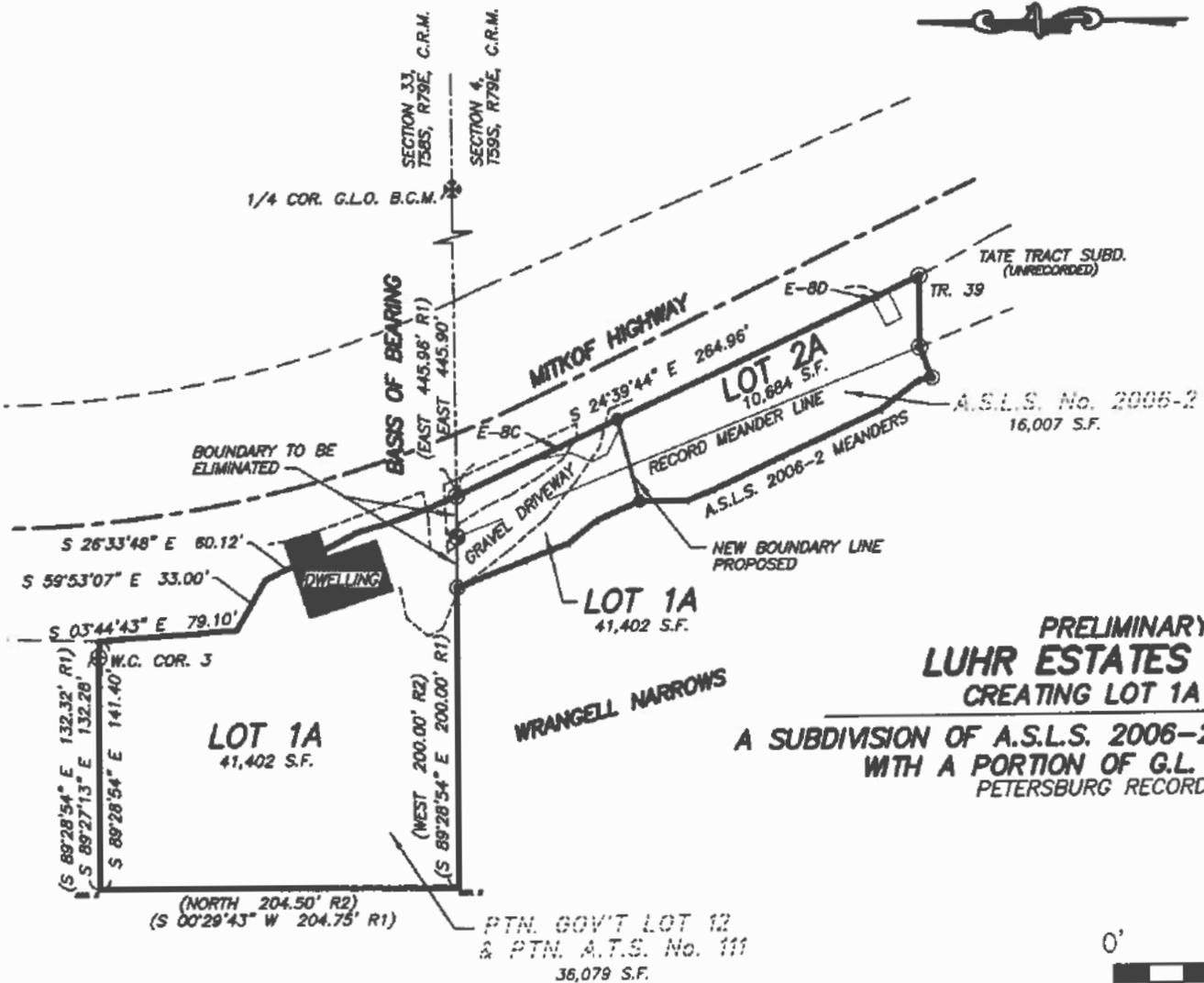
GREEN JAMES

GREEN TINA

COWLING GREGORY A

ALASKA STATE OF

QUEZON ALVIN



**PRELIMINARY PLAN
LUHR ESTATES SUBDIVISION
CREATING LOT 1A AND LOT 2A**

**A SUBDIVISION OF A.S.L.S. 2006-2 AND PARTIAL CONSOLIDATION
WITH A PORTION OF G.L. 12 AND A.T.S. #111
PETERSBURG RECORDING DISTRICT**

CLIENT: JOYCE CUMMINGS
P.O. BOX 1754
PETERSBURG, AK 99833



LEGEND

- ⊙ 2" BRAUN ALCAP MONUMENT LS 5485 ON REBAR RECOVERED THIS SURVEY
- ⊙ 2" C.S.S. ALCAP MONUMENT LS 10390 ON 5/8" REBAR ESTABLISHED THIS PREVIOUS SURVEY
- 2" C.S.S. ALCAP MONUMENT LS 10390 ON 5/8" REBAR ESTABLISHED THIS SURVEY
- ⊕ 2.5" G.L.O. BRASS CAP MONUMENT RECOVERED THIS SURVEY
- ⊕ 3.375" O.D. G.I.P. MONUMENT (NO CAP) RECOVERED THIS SURVEY
- ⊕ 2.5" BRAUN ALPIPE MONUMENT RECOVERED THIS SURVEY

AREA SUMMARY:

PARENT PARCEL, A.S.L.S. 2006-2 = 16,007 S.F.
PARENT PARCEL, PTN. OF G.L. 12 & A.T.S. #111 = 36,079 S.F.
PORTION OF A.S.L.S. 2006-2 TO BE CONSOLIDATED WITH A PTN. OF G.L. 12 & A.T.S. #111 = 5,323 S.F.
PORTION OF A.S.L.S. 2006-2 REMAINING AS PROPOSED LOT 2A = 10,684 S.F.
PROPOSED CONSOLIDATED LOT 1A = 41,402 S.F.

SURVEYOR
RICK G. BRAUN, L.S.
P.O. BOX 211, PETERSBURG AK 99833
PH (907) 518-1889

DRAWING COMPLETED 7/25/23

DRAWING No. HU14D22

CERTIFICATE PAGE

LUHR ESTATES SUBDIVISION

CREATING LOT 1A AND LOT 2A

A SUBDIVISION OF A.S.L.S. 2006-2 AND PARTIAL CONSOLIDATION
WITH A PORTION OF G.L. 12 & A PORTION OF A.T.S. #111
PETERSBURG RECORDING DISTRICT

CERTIFICATE OF PAYMENT OF TAXES

STATE OF ALASKA)
) ss.
FIRST JUDICIAL DISTRICT)

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND ACTING ASSESSOR FOR THE PETERSBURG BOROUGH, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS OF THE PETERSBURG BOROUGH, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS IN

THE NAME OF: _____
AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE PETERSBURG BOROUGH ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR _____ WILL BE DUE ON OR BEFORE

DATED THIS _____ DAY OF _____, 20____
AT PETERSBURG, ALASKA.

TREASURER - PETERSBURG BOROUGH

CERTIFICATE OF APPROVAL BY THE PLATTING BOARD

I, HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE PETERSBURG BOROUGH, AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT RECORDER, PETERSBURG RECORDING DISTRICT, PETERSBURG, ALASKA.

DATE _____ CHAIRMAN, PETERSBURG PLATTING BOARD

CERTIFICATE OF OWNERSHIP AND DEDICATION

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

DATE _____ OWNER: _____

NOTARY'S ACKNOWLEDGMENT

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

THIS IS TO CERTIFY THAT ON THIS _____ DAY OF _____
20____, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED _____ TO ME

KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND _____ ACKNOWLEDGED TO ME THAT _____ SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARIAL SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

MY COMMISSION EXPIRES: _____

SURVEYOR	
CENTRAL SOUTHEAST SURVEYORS	
P.O. BOX 533, PETERSBURG AK 99833	
PH (907) 518-0075	
DRAWING COMPLETED	2/10/26
DRAWING No. LUHR ESTATES SUBDMISION 2026	