



CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT

100 Lincoln Street | Sitka, Alaska 99835

www.cityofsitka.com

planning@cityofsitka.org

907-747-1814

SITKA HISTORIC PRESERVATION COMMISSION

Regular Monthly Meeting

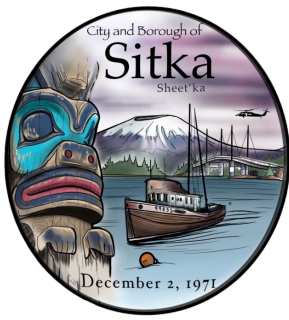
Harrigan Centennial Hall

September 17, 2024 6 p.m.

AGENDA

- I. CALL TO ORDER & ROLL CALL**
- II. APPROVAL OF AGENDA**
- III. APPROVAL OF MINUTES**
 - a. August 14, 2024
- IV. GUEST &/OR PERSONS TO BE HEARD**
- V. REPORTS & CORRESPONDENCE**
- VI. OLD BUSINESS**
 - b. Historic Preservation Plan
 - c. Memorial and naming policy
- VII. NEW BUSINESS**
 - d. 235 Lakeview Drive
- VIII. SET NEXT MEETING DATE(S):**

(2nd Wednesday of the Month, 6pm **Harrigan Centennial Hall**)
Wednesday, October 9, 2024 – Regular Monthly Meeting
- IX. ADJOURNMENT**



CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT

100 Lincoln Street | Sitka, Alaska 99835

www.cityofsitka.com

planning@cityofsitka.org

907-747-1814

SITKA HISTORIC PRESERVATION COMMISSION

Regular Monthly Meeting

Harrigan Centennial Hall

August 14, 2024 6 p.m.

DRAFT MINUTES

I. CALL TO ORDER & ROLL CALL

Acting Chair Brady-Howard called the meeting to order at 6:04 pm.

Present: Dionne (Yeidi'kook'aa) Brady-Howard (Acting Chair), James (Kushxeet)

Poulson, Candance Rutledge, Karen Lucas, JJ Carlson (Assembly Liaison)

Excused: Roby (Koolyéik) Littlefield

Staff: Kim Davis

Public: Mary Miller (National Historic Park Service), Scott Saline

II. APPROVAL OF AGENDA

M/Poulson-S/Lucas, moved to approve the agenda. Motion passed 4-0 by voice vote.

III. APPROVAL OF MINUTES

a. July 10, 2024 minutes

M/Poulson-S/Lucas, moved to approve the minutes of July 10, 2024. Motion passed 4-0 by voice vote.

IV. GUESTS &/OR PERSONS TO BE HEARD

Saline commented zoning of Katlian Bay will be coming up and wonder if the historic preservation map should be updated to include this area. Staff would check on the process. Saline also commented on the orientation packet, staff would check with the Clerk's office to see if it needed to be revised.

V. REPORTS & CORRESPONDENCE

Davis updated the commission on Pensley's resignation. The commission now had five members. Davis asked if the commission was interested in changing the code to reduce the commission from seven to five members. It would be added to next month's agenda for discussion. Davis informed the commission she had taken the Planning Manger position and the Planner I position, and Tourism Manager position were being advertised. No other correspondence had been received.

VI. UNFINISHED BUSINESS

b. Historic Preservation Plan.

Davis provided an update on the historic preservation plan. Some editing and formatting had been done up to the historical section. Staff will provide hard copies to the commission. Page 16 had formatting issues and page 7 needed to be updated to St. Michael's.

c. Memorial and naming policy

Commissioners requested the document be made editable and sent to all commission members. Brady-Howard commented while revising the naming policy, Tlingit names and spellings be correctly updated and included on street signs. QRL codes could be used to assist with pronunciation. Staff was tasked with finding out how much it cost to replace a city street sign.

VII. NEW BUSINESS

d. National Park Service Update on Building 29 (Tilson Building)

Mary Miller, Superintendent of Sitka National Historical Park (NPS), provided the commission information on current park activities and on their progress of acquiring and plans of restoration of Building 29, also known as the Tilson Building. Building 29 was an National Historic Landmark and had rare historical significance as one of four buildings still remaining from the Russian Colonial era.

Miller explained the complex process of acquiring federal property, including the need for a federal government appraisal, environmental investigations, and legal constraints. Despite these challenges, the NPS was prepared to proceed with the acquisition. The NPS would be working with a non-profit to fundraise the additional \$360,000 more than the appraised value to bridge the funding gap. The deal was not yet finalized, and the plan was to have the project lined out by December. The long-term hopes for the building that was currently in a state of disrepair, was it could be restored to its original condition it was in during the Russian Colonial era.

e. Review replacement of deck and gable overhang at 617 Biorka Street.

Davis introduced the replacement of deck and new gable overhang at 617 Biorka Street in the R-1 single-family and duplex residential district. The applicant was wanting the new gable overhang to protect the deck from weather and make it safer. Commissioners determined there was no impact to the historical area and recommend approval.

M/Poulson-S/Lucas, moved to recommend the gable and deck replacement project at 617 Biorka Street. Motion passed 4-0 by voice vote.

VIII. SET NEXT MEETING DATE(S):

(2nd Wednesday of the Month, 6pm, Harrigan Centennial Hall)
Wednesday, September 17, 2024 – Regular Monthly Meeting

IX. ADJOURNMENT

Acting Chair Brady-Howard, hearing no objection, adjourned the meeting at 7:01 PM

Sitka Historic Preservation Commission

For Request for Review of Potential Impacts to Heritage Resource(s)

A. Contact Name Kelly McCarthy
Address 235 Lakeview Drive City Sitka State AK Zip 99835
Phone 707-280-8961 Fax _____ email _____

B. Agency undertaking project: (circle)
 Private City State Federal Department _____

C. Date Agency received proposed project: _____

D. Are Federal funds involved (grants, funding, agency) yes no

E. Are State funds involved (grants, funding, agency) yes no

F. Will the project affect a National Historic Landmark or a site in the National Register of Historic Places? (See Appendix A) yes no

G. Is the site listed in the Alaska Heritage Resource Survey inventory? yes no
If yes, Site Number _____ Preservation Status _____
(refer to AHRS inventory for more information)

H. Is the Project within the Sitka Indian Village or Downtown Sitka yes no

I. Build date of current structure 1960/2018

J. Describe the proposed project
Adding an addition for a master bedroom.

K. Purpose/Objectives for the undertaking
Remodel.

- L. Attach:
- Copy of a map of the proposed project including latitudinal and longitudinal information
 - Property owner information
 - Any other pertinent information

Mail Coversheet and attachments to:

Sitka Historic Preservation Commission
C/O City and Borough of Sitka
100 Lincoln Street
Sitka, Alaska 99835

- Notes to Applicant:
- Review will take place only during regular commission meetings or on an as needed basis.
 - Projects along Lincoln or Katlian Streets will require review with Planning Department staff.
 - The meetings are public and convene the second Wednesday of each month as advertised.
 - Review process may take up to 60 days.
 - The SHPC reserves the right to request additional information and/or time to review projects.

FOR THE CHAIR OF THE HPC ONLY:
ACTION: _____ SIGNED: _____ DATE: _____



City and Borough of Sitka Public Works Department

RECEIVED
JUL 22 2024

FOUNDATION ONLY PERMIT

CBS BLDG DEPT

This permit is issued to the undersigned with the understanding that the applicant assumes all responsibility for the construction of the foundation, realizing that the plans have not been completely checked nor approved for construction, as to the loads presumed to be carried on the foundation or as to the superstructure to be erected thereon. **Note that a sprinkler main cannot be run under the building it serves.**

Before the foundation is used or a permit is issued for the construction of any structure on the foundation, the same must be made to conform in every manner with current ordinances and laws governing the construction of foundations for buildings. In issuing this permit, the municipality makes no warranties concerning compliance with either codes or ordinances and takes no responsibility for any failure of compliance or its consequences.

City approval of this permit does not authorize encroachment into any easement, required zoning setback, or recorded or unrecorded utility easement. Note that not all easements are reflected on plats. Nor does approval invalidate any covenants or subdivision plat restrictions. We strongly recommend a title search prior to any construction.

No work above the sole plate is to be started before a building permit has been issued. This permit must be submitted with a plot plan showing the location of all existing and proposed structures, and **showing discharge of drainage from yards, roofs, and foundations.**

STREET ADDRESS: 235 LAKEVIEW DR.

OWNER/APPLICANT: Kelly McQuinn CONTACT PHONE: 707-280-8961

OWNER/APPLICANT SIGNATURE: [Signature] DATE: 7/22/24

CITY ENGINEER/utilities connection application req'd for new structures: _____

PLANNING DIRECTOR: _____ ELECTRIC DEPT: _____

BUILDING OFFICIAL: _____ WATER/WASTEWATER DEPT: _____

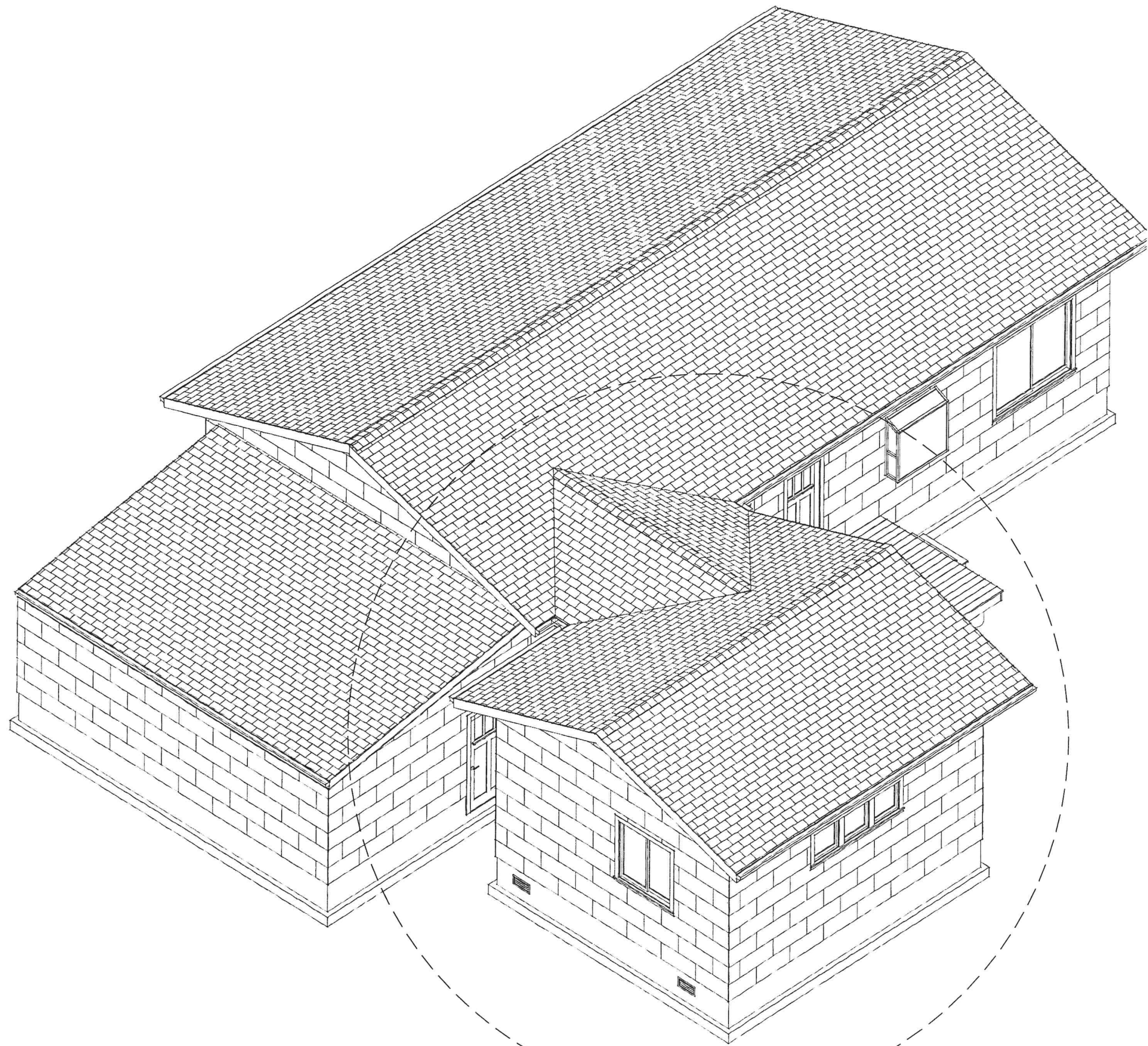
DRAINAGE: _____ SPRINKLER MAIN LOCATION: _____

FLOOD ZONE: _____

Elevation certificate is required for any structure located within a flood plain.

Unless specifically approved otherwise, this permit does NOT authorize construction of a stem wall or retaining device more than four (4) feet in height.

COMMENTS: _____



RECEIVED
AUG 28 2024
By _____

235 LAKEVIEW AVE
LOT FORTY SIXTEEN (16), LAKEVIEW HEIGHTS SUBDIVISION
PLAT 84-38

MASTER BEDROOM ADDITION AND FAMILY ROOM REMODEL

SHEET NUMBER

1

NO SCALE

8/25/2024

DRAWN BY: S.M.

TITLE:

PLAN

CLIENT:

KELLY MCCARTHY
235 LAKEVIEW DR.
SITKA, AK 99835
(707) 280-8961

CONTRACTOR:

TITAN CONSTRUCTION
220 KRAMER AVE
SITKA, AK 99835
(907) 752-0415



