

To: Skagway Historic District Commission

From: Tony Heckle – Sunbird Properties, LLC

RE: Upcoming April HDC Meeting

Date: 04-19-2024

Please note that I will not have an agent present to attend the upcoming meeting on my behalf. Please contact me by phone at 513-675-3936 if there are any questions or issues that I need to address regarding my application for window replacement.

Thank you.

A handwritten signature in cursive script that reads "Tony Heckle".

Tony Heckle

**Municipality of Skagway
Permit Application for
Development in the
Business - Skagway Historical
Zoning District**

For City of Skagway Staff to Fill Out

This zoning district is for the area of downtown Skagway with special historical significance. It is to allow commercial development whose buildings are in keeping with the architectural character of the historic Gold Rush era.

- Application Complete & Accepted for Review _____ Date
- Building Permit Needed
- Planning Commission Approval Needed
 - conditional use permit# _____
 - variance permit# _____
- Historic Commission Approval Needed
- State Fire Marshall Approval Needed
- State or Federal permits needed, including Coastal Management Program Consistency Review

The Historic District helps to safeguard the heritage of Skagway by preserving its cultural, social, economic, political and architectural history. For this reason, special regulations are applied to preserve or enhance its unique historic character.

IN ORDER FOR THIS APPLICATION TO BE CONSIDERED COMPLETE AND YOUR PERMIT REVIEW TO BEGIN, SKAGWAY CITY HALL STAFF MUST REVIEW THIS PERMIT APPLICATION AND ENSURE THAT IT HAS BEEN FILLED OUT COMPLETELY AND THAT ALL DRAWINGS, DIAGRAMS AND INFORMATION NEEDED HAVE BEEN SUBMITTED.

**Two sets of drawings must accompany your application, one set no larger than 11"x17".
Applications will not be processed until all application fees have been submitted.**

Property Owner: Name Sunbird Properties, LLC
 Phone & Fax 513-675-3936 phone (no fax)
 Mailing Address 1340 Oak Knoll Dr., Cincinnati, OH 45224
 Signature Tony Heckle
 Date 04-19-2024

Contractor or agents: Name Douglas Whitson
 Phone & Fax 541-260-3744 phone (no fax)
 Mailing Address PO BOX 551, Skagway, AK 99840
 Who should we contact regarding this permit? _____

Project Location: Lot(s) 12
 Block(s) 4
 Subdivision Skagway TownSite
 Street Address 703 Broadway
 Other _____
 (legal description)

Applicant Proposes to:

- Construct
- Alter
- Enlarge
- Move
- Convert
- Demolish

All or part of:

- Building
- Building Interior
- Building Exterior
- Other _____

Cost of Project: \$ 2,000⁰⁰ Total cost of construction includes finish work, painting, roofing, electrical, plumbing, heating, air conditioning, fire extinguishing systems and any permanent equipment.

Description of Work: Replace bay windows above Skagway Salon with same style windows used on 2nd floor bay windows on adjacent building (Harley shop).

Planned Completion Date: May 25th

Statement of General Compliance: I/We hereby certify that the improvement indicated herein will be so constructed as to meet all applicable ordinances and codes as adopted by the City of Skagway.

The applicant warrants the truthfulness of the information in the application.

- *If any information is incorrect the permit may be revoked.*
- *If the permit is issued wrongfully, whether based on misinformation or an improper application of the code, the permit may be revoked.*

Property Owner/Contractor/Agent: Tony Heckle DATE 04-19-2024
(signed)

With this application, you must include
A surveyed plot plan showing the location of all existing or proposed buildings or alterations. The plans must show all property lines, easements, or other property information related to this application.

Building Permit Application Checklist

Unless otherwise noted by City Staff all of these must be included in your plans.

Site Plan

Yes N/A

- North Arrow
- Distances from building to other property lines or other buildings & structures
- Location of fuel tank(s), other ancillary equipment
- Required off-street parking
- Water and sewer lines
- Well and septic system
- Existing and proposed electric meters
- Easement dimensions
- Location of signs

N/A

Foundation Plan

Yes N/A

- Outline/size of all foundations including: type, interior bearing walls, piles and pads
- Depth (minimum of 12" below grade)
- All horizontal and vertical reinforcement steel indicating size and placement
- All slab elevation changes
- Ventilation and flow-through openings

N/A

Floor Plan

Yes N/A

- Square footage: habitable _____ + non-habitable _____ = total _____
- Exterior walls with dimensions
- Layout for all rooms showing principle dimensions
- Label all rooms (rooms with closets may be considered sleeping rooms and will require emergency egress)
- All plumbing fixtures including water heater and washing machine hook-up
- Door and window sizes, labeling egress windows, all header sizes, door swing
- Changes in floor elevations
- Tempered glass in hazardous locations
- Attic access and dimensions
- All storage areas
- Entry door landings and dimensions
- Interior and exterior stairs w/rise & run and width dimensions, handrails
- All columns and beams with dimensions
- Tenant and/or occupancy separation requirements

N/A

Floor Construction Plan

Yes N/A

- Overall dimensions
- Indicate if framing material is a framed joist system or pre-engineered trusses
- Layout, material size, species, grade, spacing, span and connections
- Location of load bearing walls
- Floor type
- Slab floor: treated soil, vapor barrier, welded wire mesh and thickness of concrete
- Wood floor: connection to foundation floor insulation: type _____
- R-Value _____
- floor sheathing thickness _____

N/A

Exterior Wall Section

Yes N/A

- Finished grade
- Foundation
- Type of wall: masonry, filled cell or wood
- Connection of wall to foundation
- Pressure treated bottom plates, sill seal
- Size of studs & spacing
- Ceiling height
- Sheathing with vapor barrier
- Wall insulation: type _____
- R Value _____
- Exterior wall finishes
- Minimum 6" clearance between wood siding and grade
- required fire rating(s)
- chimneys, crickets, ventilations and flow
- Windows and doors

N/A

Elevations (face view)

Yes N/A

- Elevation of each face is required
- Doors, windows, landings, steps, porches,
- Height of roof ridge, overhang and finished grade

N/A

Interior Wall Section (load bearing)

Yes N/A

- Foundation – shape, size and steel reinforcement

N/A

Fire Safety

Yes N/A

- smoke detectors (minimum of 1 per sleeping room, one in area adjacent to sleeping areas, minimum of 1 per floor) and all interconnected
- fire extinguishers
- flammable liquid storage or transfer use of open flames (fireplace, gas stovetop, etc)

N/A

Mechanical, electrical

Yes N/A

- Location & size of service entrance
- Lights, switches, and regular outlets
- Required GFCI & Arc Fault receptacles
- Required lighting and switches
- Location of heating appliances and ducting
- UL cut sheets for all appliances

N/A

Yes N/A

- Tenant separation if required
- Size of studs & spacing
- Rafters: label as such with ridge beam, collar ties, species/grade and spacing
- Engineered trusses: label as such, spacing
- ceiling insulation: type _____ R Value _____
- ceiling finish – 24” framing o.c. requires 1/2” ceiling board or 5/8” gypsum board minimum, 1/2” gypsum is ok for 16” o.c.
- Roof sheathing – type, thickness, nailing pattern, nail size
- Underlayment – type & weight drip edge
- Sub-fascia size and material
- Fascia size and material
- Overhang dimension, type of ventilation, location and amount
- Covering – metal, 3-tab, shake, etc. and nail/screw pattern
- Roof slope
- Means of anchoring roof to walls

N/A

Specialty Plans

Yes N/A

- Elevated (above 30”) porch, deck and/or balcony details
- Others as required

N/A

Roof System

You must check the Use Being Proposed or Altered

1. Permitted Uses

- Banks and offices;
- Hotels;
- Restaurants, not serving alcoholic beverages;
- Theaters and bowling alleys;
- Assembly halls
- Printing establishments;
- Laundries of all types and dry cleaning establishments;
- Funeral parlors
- Retail stores and service shops;
- Fraternal and social organizations
- Post offices;
- Dwelling units.
- Congregate residences as allowed by IBC provided that:
 - (i) Minimum lot size is 5,000 square feet and limited to one building per 5,000 square feet.
 - (ii) A minimum of one (1) parking space for every 3 occupants.
 - (iii) Lot coverage does not exceed 60% for all buildings.
 - (iv) A 6-foot high solid fence shall be required on all lot lines bordering RG lots.

Prohibited Uses In the Business-Historical District Zone

- 1. All buildings not in keeping with the architectural character of the historic or "Gold Rush" buildings in this zone;
- 2. Any use or structure not of a character indicated under the permitted principal and accessory uses, or permitted by conditional uses pursuant to subsection B of Section 19.04.060;
- 3. Automobile repair garages;
- 4. Service Stations;
- 5. Kennels;
- 6. Structures creating greater than 90% lot coverage for a lot 5,000 sq. ft. or larger

Does your proposed project meet the following requirements? *(you must check "yes" or "no")*
Unless otherwise noted, if the answer is no to any of the questions below, you must get a variance from requirements approved by the Planning Commission before you can begin construction. (Criteria for variances are set out in §19.04.060 A 8).

No variance shall be granted because of special conditions caused by actions of the person seeking relief, or for reasons of pecuniary hardship or inconvenience; nor shall any variance be granted which would permit a land use in a district in which that land use has been prohibited. Variances are intended to provide a mechanism for the relaxation of such standards as minimum lot or yard requirements, setback, or building coverage, when the applicant shows, and the planning commission finds, that the criteria in 19.04.060(A) subsection 8 are met.

- 1. Minimum Building Setback Requirements** N/A Yes No
- 1. Front yard, no requirements
 - 2. Side yard, none required, except that there shall be a five foot (5') side yard when windows or doors are in a side wall of a proposed structure.
 - 3. Rear Yard, five feet (5')

If the answer is no, you must get specific approval for an exemption as part of the planning commission permit review. Criteria for review are found at section 19.04.060.B5.

- 2. Maximum Lot Coverage By All Buildings** N/A Yes No
- Maximum Lot Coverage: Ninety percent (90%)

- 3. Maximum building height shall not exceed 3 stories (35 ft) high** N/A Yes No

If the answer is no, you must get specific approval for an exemption as part of the planning commission permit review. Criteria for review are found at section 19.04.060.C4.

- 4. Parking Requirements** N/A Yes No
- All parking requirements within Section 19.08.020, Provision of Off-Street Parking, including those for industrial and manufacturing establishments, must be followed

5. Visibility at Intersections Must be Assured N/A Yes No
 No vehicle shall be parked within twenty feet (20') of any street intersection. To ensure that a vehicle's driver has good visibility at street intersections, on corner lots there shall not be a fence, wall, hedge, or other planting or structure that will impede visibility between a height of two feet six inches (2'6") and eight feet (8') above the centerline grades of the intersecting streets

6. All structures within the Historic District shall comply with the provisions of Chapter 19.10, Historic District Regulations N/A Yes No

7. Signage Requirements in Chapter 19.08.012 A N/A Yes No
 There is a separate sign application available at City Hall which must be submitted with your plans.

8. Adequate Landscaping or View Obscuring Screening N/A Yes No
 Whenever a proposed development is either adjacent to a residential structure or is on a lot with a lot line in common with a lot in the Residential General (RG) zoning district, there shall be a six foot (6') high solid fence, vegetative barrier, or other view and noise obscuring screen to promote compatibility of land uses and mitigate negative visual impacts. Junk, trash and debris shall be removed.

If you checked "no" to any of the questions listed above, except the building height request, you need a variance permit.

Historic District Commission Review

It shall be the duty of the commission to review all plans for the construction alteration, repair, moving or demolition to structures in the Historic District, and it shall have the power to pass upon such plans before a permit for such activity can be granted. In reviewing the plans, the commission shall give consideration to:

1. The historical or architectural value and significance of the structure and its relationship to the historic value of the surrounding area;
2. The general compatibility of exterior design, arrangement, texture and materials proposed to be used; and
3. Any other factor, including aesthetic, which it deems pertinent.

The Historic District Commission will review plans using three major criteria:

1. design of the building: scale, mass, proportions, height, rhythm and ground plan;
2. architectural details: roofline, exterior cladding, windows, entrances, ornamentation, and interior features which are visible from the outside; and
3. streetscape: the overall visual effect of a building in relationship to other buildings along the street. The district is a combination of many things -- architectural styles, building materials, building form and mass and landscaping. The visual impact of the Skagway Historic District must be protected and any change or alteration must be preceded by thoughtful public review.



Plan to replace all six windows above the Skagway Salon (shown above) with exact same style windows as used on building to the left, above Harley entrance (as shown below).



Stacy Fairbanks

From: thsales2@gmail.com
Sent: Sunday, April 21, 2024 11:46 AM
To: Stacy Fairbanks
Subject: RE: [External Email] HDC Application & Accordant Photos -- See Two Attachments

Hi Stacy:

The windows are vinyl framed. They are exact duplicates of the windows in the bays above the Harley shop that were approved some years ago. With approval of these, we would now have the exact same windows in each of the bays across the Broadway frontage of our building.

Best Regards,

Tony

From: Stacy Fairbanks <S.Fairbanks@skagway.org>
Sent: Friday, April 19, 2024 7:38 PM
To: thsales2@gmail.com
Subject: RE: [External Email] HDC Application & Accordant Photos -- See Two Attachments

Tony,

Thank you for the application. Can you please inform me if the window material is wood or vinyl?

Thanks,



Stacy Fairbanks
Permitting Official
Municipality of Skagway
PO Box 415
Skagway, AK 99840
Phone (907) 983-3906
www.skagway.org

From: thsales2@gmail.com <thsales2@gmail.com>
Sent: Friday, April 19, 2024 2:26 PM
To: Stacy Fairbanks <S.Fairbanks@skagway.org>
Subject: [External Email] HDC Application & Accordant Photos -- See Two Attachments

[ATTENTION: This Email was received from outside the Municipality]



Receipt Number: R00020998

Cashier Name: Stacy Fairbanks

Terminal Number: 8

Receipt Date: 4/19/2024 2:58:53 PM

Trans Code: PERMITS - PERMITS

2024023 56.70CR
LOTS 10, 11 & 12; 48

045

Account: 2024023 SUNBIRD PROPERTIES, LLC

56.70CR

SUNBIRD PROPERTIES, LLC

\$56.70

Total Applied Amount: \$56.70

Payment Method: CREDIT CAF Payor: SUNBIRD PROPERTIES, LLC Reference: Visa-Authorized Amount: \$56.70

Total Payment Received: \$56.70

Change: \$0.00

Cardmember acknowledges receipt of goods and/or services in the amount of the total shown hereon and agrees to perform the obligations set forth by the cardmember's agreement with the issuer.

X _____