



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

MEMORANDUM

To: Mark Gorman, Municipal Administrator
Mayor McConnell and Members of the Assembly

From: Michael Scarcelli, Senior Planner *MS*

Subject: Moore - Short-term Rental Conditional Use Permit (703 Biorka St.)

Date: August 14, 2015

The Planning Commission is recommending approval of a conditional use permit request for operation of a short-term rental filed by Deanna Moore at 703 Biorka Street. Action on this item was taken at the August 5, 2015 Planning Commission meeting. The recommendation to approve the request with conditions, based on the following findings, passed unanimously 4-0.

Deanna Moore is requesting a conditional use permit to operate a short-term rental at 703 Biorka Street. Guests will provide their own transportation and meals. There is the necessary parking available. The applicant/owner has stated that the short term rental will only be rented out during the summer time from May 15th through September 15th when she plans to travel. The applicant/owner will have the property managed by Sharon Romine of Welcome Home Vacations.

The parcel is 5,000 square feet, and the home is a two-story, two-bedroom, two-bath home, with adequate parking.

The R-1 residential district is intended: to include lands suited by topography and other natural conditions for urban development and which are provided with a full range of public utilities including sewer, water, electricity and storm drains or are intended to be provided with such utilities in the near future; primarily for single-family or duplex residential dwellings at moderate densities, but structures and uses required to serve recreational and other public needs of residential area are allowed as conditional uses subject to restrictions intended to preserve the residential character of the R-1 district.¹

The proposed activity is in conformance with Comprehensive Plan 2.5 *Urban Residential Goals and Policies*, specifically 2.5.2, which states “To encourage commercial and industrial developments of a quality that does not adversely impact any adjacent recreational and residential areas.” In addition, 2.1.1, which encourages development of facilities for visitors without significant impact on residential properties.

¹ Sections 22.16.040 R-1 (A)-(A)(1)

Planning Commission Recommendation

Approve the Planning Commission's recommendation to approve the request with the following findings and conclusions:²

“Required Findings for Conditional Use Permits. The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:

1. The city may use design standards and other elements in this code to modify the proposal. A conditional use permit may be approved only if all of the following findings can be made regarding the proposal and are supported by the record that the granting of the proposed conditional use permit will not:
 - a. Be detrimental to the public health, safety, and general welfare;
 - b. Adversely affect the established character of the surrounding vicinity; nor
 - c. Be injurious to the uses, property, or improvements adjacent to, and in the vicinity of, the site upon which the proposed use is to be located.
2. The granting of the proposed conditional use permit is consistent and compatible with the intent of the goals, objectives and policies of the comprehensive plan and any implementing regulation, specifically 2.1.1: Encourage the development of facilities to accommodate visitors without significant impacts on residential properties
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.
4. The proposed use will not introduce hazardous conditions at the site that cannot be mitigated to protect adjacent properties, the vicinity, and the public health, safety and welfare of the community from such hazard.
5. The conditional use will be supported by, and not adversely affect, adequate public facilities and services; or that conditions can be imposed to lessen any adverse impacts on such facilities and services.
6. Burden of Proof. The applicant has the burden of proving that the proposed conditional use meets all of the criteria in subsection B of this section.

The city may approve, approve with conditions, modify, modify with conditions, or deny the conditional use permit. The city may reduce or modify bulk requirements, off-street parking requirements, and use design standards to lessen impacts, as a condition of the granting of the conditional use permit. In considering the granting of a conditional use, the assembly and planning commission shall satisfy themselves that the general criteria set forth for uses specified in this chapter will be met. The city may consider any or all criteria listed and may base conditions or safeguards upon them. The assembly and planning commission may require the applicant to submit whatever reasonable evidence may be needed to protect the public interest. The general approval criteria are as follows:

1. Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;

² MOTION: M/S HUGHEY/POHLMAN moved to approve the findings.

2. Utilities and service requirements of the proposed use, including sewers, storm drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public utilities in establishing conditions under which the conditional use may be permitted;
3. Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;
4. Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements; and
5. Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts.”^{3 4}

Conditions:⁵

1. Contingent upon a completed satisfactory life safety inspection.
2. The facility shall be operated consistent with the application and plans that were submitted with the request.
3. The facility shall be operated in accordance with the narrative that was submitted with the application.
4. The applicant shall submit an annual report every year, covering the information on the form prepared by the Municipality, summarizing the number of nights the facility has been rented over the twelve month period starting with the date the facility has begun operation. The report is due within thirty days following the end of the reporting period.
5. The Planning Commission, at its discretion, may schedule a public hearing at any time following the first nine months of operations for the purpose of resolving issues with the request and mitigating adverse impacts on nearby properties.
6. Failure to comply with any of the conditions may result in revocation of the conditional use permit.⁶

Summary

The Planning Commission recommends to approve Deanna Moore’s Conditional Use Permit for a short-term rental located at 703 Biorka Street subject to the contained conditions supported by the record of findings.

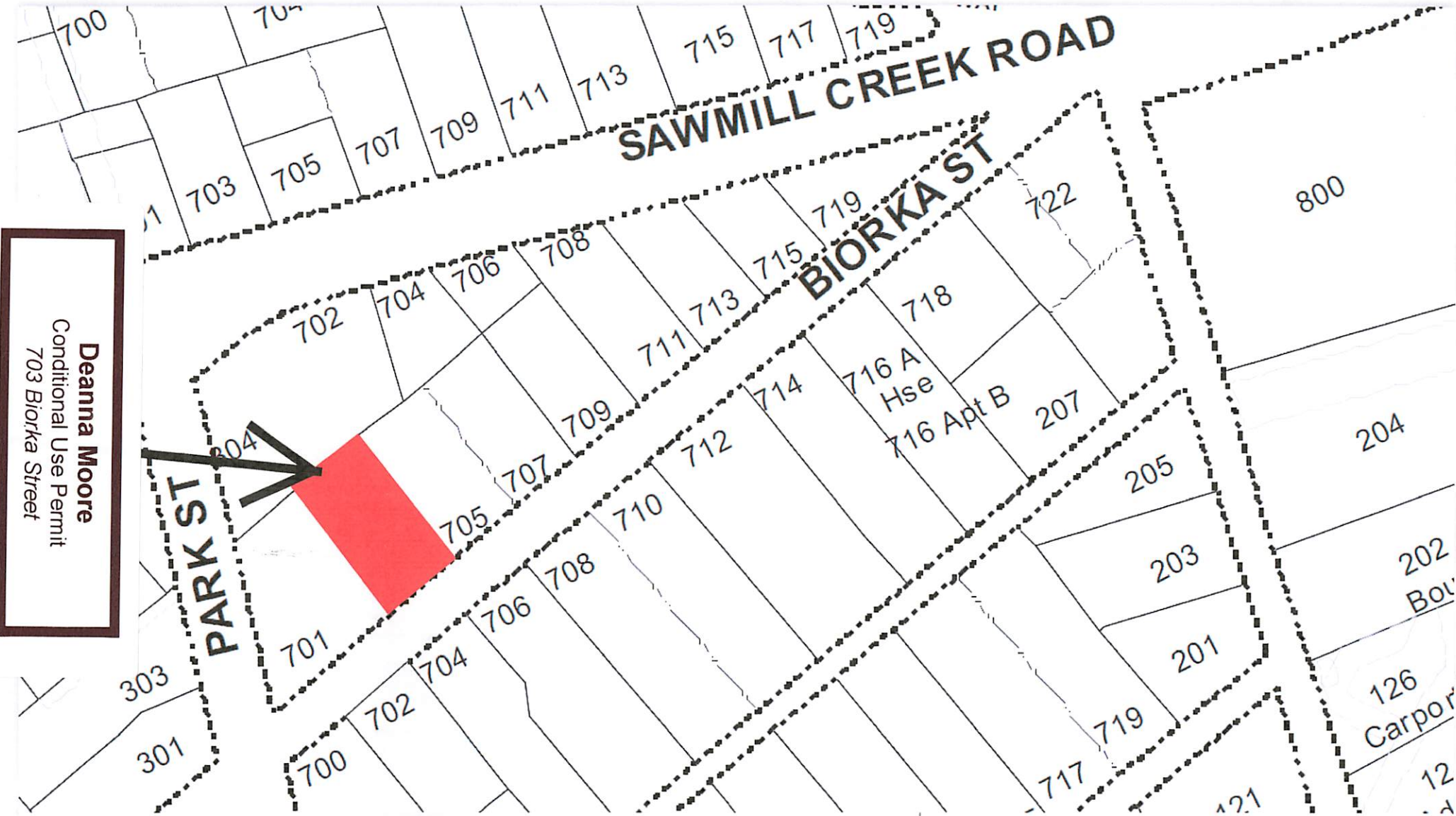
³ Section 22.30.160(C)

⁴ **ACTION: Motion PASSED 4-0** on a voice vote.

⁵ **MOTION: M/S POHLMAN/HUGHEY** moved to recommend approval of a conditional use permit for a short-term rental at 703 Biorka Street. The property is also known as Lot 11, Block 23, U.S. Survey 1474. The request is filed by Deanna Moore. The owner of record is Deanna Moore. Based on findings and the following conditions:

⁶ **ACTION: Motion PASSED 4-0** on a voice vote.

Deanna Moore
Conditional Use Permit
703 Biorka Street

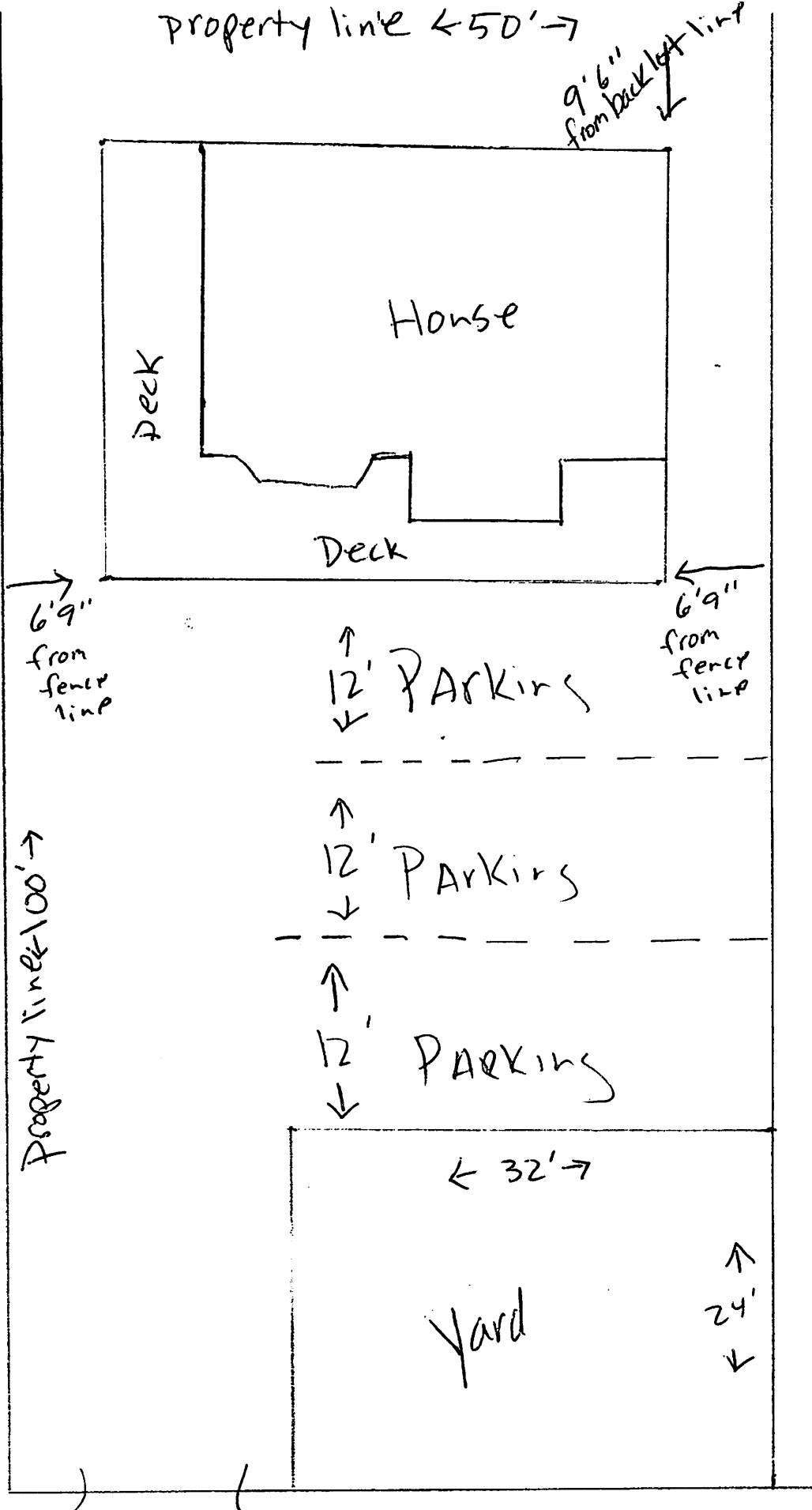




Deanna Moore
Conditional Use Permit
703 Biorka Street

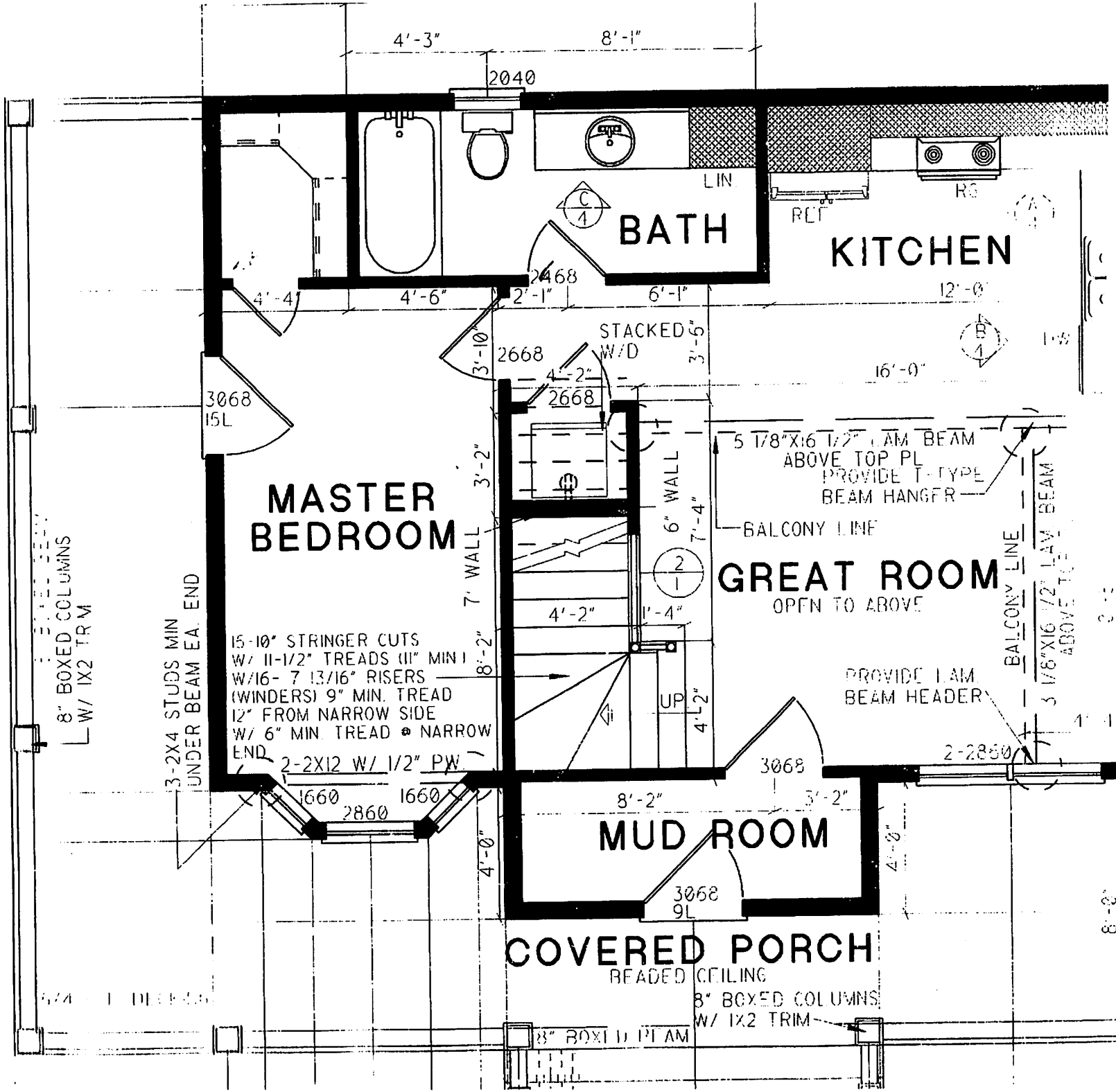


Deanna Moore
Conditional Use Permit
703 Biorka Street



Biorka Street

Deanna Moore
 Conditional Use Permit
 703 Biorka Street



Deanna Moore
 Conditional Use Permit
 703 Biarka Street

8" BOXED COLUMNS
W/ 1X2 TRIM

3-2X4 STUDS MIN
UNDER BEAM EA. END

15-10" STRINGER CUTS
W/ 11-1/2" TREADS (11" MIN)
W/16- 7 13/16" RISERS
(WINDERS) 9" MIN. TREAD
12" FROM NARROW SIDE
W/ 6" MIN. TREAD @ NARROW
END
2-2X12 W/ 1/2" PW

5 1/8"X16 1/2" LAM BEAM
ABOVE TOP PL
PROVIDE T-TYPE
BEAM HANGER

BALCONY LINE

BALCONY LINE
3 1/8"X16 1/2" LAM BEAM
ABOVE TOP PL

PROVIDE LAM
BEAM HEADER

COVERED PORCH
BEADED CEILING

8" BOXED COLUMNS
W/ 1X2 TRIM



Deanna Moore
Conditional Use Permit
703 Biorka Street

LOFT

27-1/2" X 54-1/2"
ATTIC ACC.
VERIFY LOCATION

COL. RAIL 6 BAL.
@ 5" O.C. MAX.

COL. RAIL 4 BAL.
2 BAL. PICK UP HEAD
@ 5" O.C. MAX.

OPEN TO BELOW

3 1/2" NEWELL POST

LEDGE

2-2850

2-STORY WALL

2-STORY WALL

BATH
#1002

BEDROOM 2

2-2850

2850

2850

8'-10"

2668 3'-10"

2'-4"

2'-8"

2850

3-2850

3068 BIFOLD
3068 BIFOLD

2'-6"

10'-6"

1'-0"

7'-0"

1'-0"

2'-10"

4'-7"

4'-3"

4'-3"

1'-0"

8'-0"

CITY AND BOROUGH OF SITKA
PLANNING DEPARTMENT
SHORT-TERM RENTAL &
BED & BREAKFAST APPLICATION

Short-Term Rental Fee	\$100.00
Bed & Breakfast Fee	\$ 35.00
(per Guestroom)	
* plus current city sales tax *	

APPLICANT'S NAME: Deanna Moore
PHONE NUMBER: (907) 738-0465
MAILING ADDRESS: 703 Biork St. Sitka AK 99835


OWNER'S NAME: Sam
(If different from applicant)
PHONE NUMBER: _____
MAILING ADDRESS: _____

PROJECT ADDRESS: 703 Biork St. Sitka AK 99835
LEGAL DESCRIPTION Lot: 11 Block: 23
Subdivision: _____
U.S. Survey: 1474 Zoning Classification: Residential

State all reasons for justifying request: I would like to rent my home out as short term rental for a summer while I leave town to travel.

Describe how the facility will be operated, what meals will be served, and how guests will be transported. (This information may be provided on a separate sheet).
I intend to utilize Welcome Home Vacations to manage the reservations, housekeeping and maintenance. Meals will not be provided however access to kitchen is available. Guests are responsible for their own transportation.

Anticipated start date: May 15, 2016

 What months of the year the facility will be in operation:

May 15 - September 15

 Drawing of the **interior** layout showing:

1. Size and location of rooms
2. Types of facilities in the rooms
3. Windows and exits
4. Location of smoke alarms and fire extinguishers
5. Guestrooms specifically delineated on the plans

 Drawing of the **exterior** site plan showing:

1. Dimensions of the home
2. How the house sits on the lot
3. Location of parking



Check if facility is not fully constructed at the time of the application



Check if Life Safety Inspection has already been completed. If not, please contact the Building Department at 747-1832 to schedule an appointment. This Inspection is to certify that the residence complies with life and fire safety code aspects.

Bed and Breakfast applicants shall be aware that only limited cooking facilities such as small toaster ovens, microwaves, and refrigerators are allowed and those appliances must be outside of guestrooms.

In applying for and signing this application, the property owner hereby grants permission to Municipal staff to access the property before and after Planning Commission's review for the purposes of inspecting the proposed and/or approved structures.

SIGNATURE OF APPLICANT: Deanna V. Moore Date: 7/16/15

SIGNATURE OF OWNER: Deanna V. Moore Date: 7/16/15

(If different from the applicant)



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

Date: August 5, 2015

To: Planning Commission

From: Maegan Bosak, PCDD

Re: Moore CU 15-14

GENERAL INFORMATION

Applicant: Deanna Moore

Property Owner: Deanna Moore

Property Address: 703 Biorka Street

Legal Description: Lot 11, Block 23, Sitka Townsite

Parcel ID Number: 13365000

Size of Existing Lot: 5,000 sq. ft.

Zoning: R1

Existing Land Use: Residential

Utilities: City water, sewer, electric

Access: Direct from Biorka Street

Surrounding Land Use: Residential

MEETING FLOW

- Report from Staff
- Applicant comes forward
- Applicant identifies him/herself – provides comments
- Commissioners ask applicant questions
- Staff asks applicant any questions
- Floor opened up for Public Comment
- Applicant has opportunity to clarify or provide additional information
- Comment period closed - brought back to the board
- Findings
- Motion of Recommendation

ATTACHMENTS

Attachment A: Vicinity Map

Attachment B: Aerial Vicinity Map

Attachment C: Parcel Pictures

Attachment D: Application

Attachment E: Site Plan

Attachment F: Subdivision Plat

Attachment G: Zoning Map

Attachment H: Mailing List

Attachment I: Proof of Payment

Attachment J: Warranty Deed

PROJECT DESCRIPTION

The applicant plans to operate a short-term rental during the summer months (May 15-September 15) while they are traveling out of town. Meals and transportation are not provided. The short-term rental will be managed by Welcome Home Vacations.

The parcel is 5,000 sq. ft. There is a large front yard with access directly off of Biorka Street. The house is a two-story, two bedroom, two bath home.

With only two parking spaces required per residential dwelling in this zone, and because the house is a single-family dwelling, there is more than adequate parking area.

22.16.040 R-1 single-family and duplex residential district.

A. Intent. The R-1 district is intended to include lands suited by topography and other natural conditions for urban development and which are provided with a full range of public utilities including sewer, water, electricity and storm drains or are intended to be provided with such utilities in the near future.

1. This district is intended primarily for single-family or duplex residential dwellings at moderate densities, but structures and uses required to serve recreational and other public needs of residential areas are allowed as conditional uses subject to restrictions intended to preserve the residential character of the R-1 district.

2. The R-1 district, as it is a very restrictive district, may also be utilized as a holding district for lands which are located within the urban area but are not presently served by access or utilities until such time as a full-scale development plan can be adopted to allow a more permanent zoning district designation.

ANALYSIS

1. CRITERIA TO BE USED IN DETERMINING THE IMPACT OF CONDITIONAL USES.

a. Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses: Single family home will be used as a short-term rental when family is away. Impact is the same as when owners are present.

b. Amount of noise to be generated and its impacts on surrounding land use: Same amount of noise to slightly more as property will remain residential but visitors/guests will be on vacation.

c. Odors to be generated by the use and their impacts: No additional odors.

d. Hours of operation: Vacation rental primarily during the summer months.

e. Location along a major or collector street: Not located on major or collector street.

f. Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario: No cut through traffic scenario will be created.

g. Effects on vehicular and pedestrian safety: No effects.

h. Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: Same ability as if home was only single family.

i. Logic of the internal traffic layout: There is plenty of room on the property for vehicle access and parking. Three parking spots illustrated on site plan, staff will confirm prior to Tuesday's meeting.

j. Effects of signage on nearby uses: No effect. No signage proposed.

k. Presence of existing or proposed buffers on the site or immediately adjacent the site: The site has a measure of privacy due to some greenery and the site placement of the house and neighboring houses.

l. Relationship if the proposed conditional use is in a specific location to the goals, policies, and objectives of the comprehensive plan: Conforms with Comprehensive Plan Section 2.5.2 *To encourage commercial and industrial developments of a quality that does not adversely impact any adjacent recreational and residential areas, and to: l. Encourage the development of facilities to accommodate visitors without significant impacts on residential properties.*

m. Other criteria that surface through public comments or planning commission review:

- **Parking:** CBS code 22.20.100 requires two spaces. *1. Residential Uses. For each dwelling unit up to and including four-family buildings: two parking spaces per unit. For five-unit buildings and above: one and one-half spaces per unit. Each dwelling unit must have parking spaces independently accessed.*
- **Habitat:** Existing building- no habitat will be affected by the Applicant's proposal.
- **Property value or Neighborhood harmony:** There is no evidence to suggest that this use will have an impact on surrounding property values. It will increase the value of the proposed structure.

FINDINGS

C. Required Findings for Conditional Use Permits. The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:

1. The city may use design standards and other elements in this code to modify the proposal. A conditional use permit may be approved only if all of the following findings can be made regarding the proposal and are supported by the record that the granting of the proposed conditional use permit will not:
 - a. Be detrimental to the public health, safety, and general welfare;
 - b. Adversely affect the established character of the surrounding vicinity; nor
 - c. Be injurious to the uses, property, or improvements adjacent to, and in the vicinity of, the site upon which the proposed use is to be located.
2. The granting of the proposed conditional use permit is consistent and compatible with the intent of the goals, objectives and policies of the comprehensive plan and any implementing regulation.
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.

4. The proposed use will not introduce hazardous conditions at the site that cannot be mitigated to protect adjacent properties, the vicinity, and the public health, safety and welfare of the community from such hazard.
5. The conditional use will be supported by, and not adversely affect, adequate public facilities and services; or that conditions can be imposed to lessen any adverse impacts on such facilities and services.
6. Burden of Proof. The applicant has the burden of proving that the proposed conditional use meets all of the criteria in subsection B of this section.

The city may approve, approve with conditions, modify, modify with conditions, or deny the conditional use permit. The city may reduce or modify bulk requirements, off-street parking requirements, and use design standards to lessen impacts, as a condition of the granting of the conditional use permit. In considering the granting of a conditional use, the assembly and planning commission shall satisfy themselves that the general criteria set forth for uses specified in this chapter will be met. The city may consider any or all criteria listed and may base conditions or safeguards upon them. The assembly and planning commission may require the applicant to submit whatever reasonable evidence may be needed to protect the public interest. The general approval criteria are as follows:

1. Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;
2. Utilities and service requirements of the proposed use, including sewers, storm drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public utilities in establishing conditions under which the conditional use may be permitted;
3. Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;
4. Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements;
5. Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts.

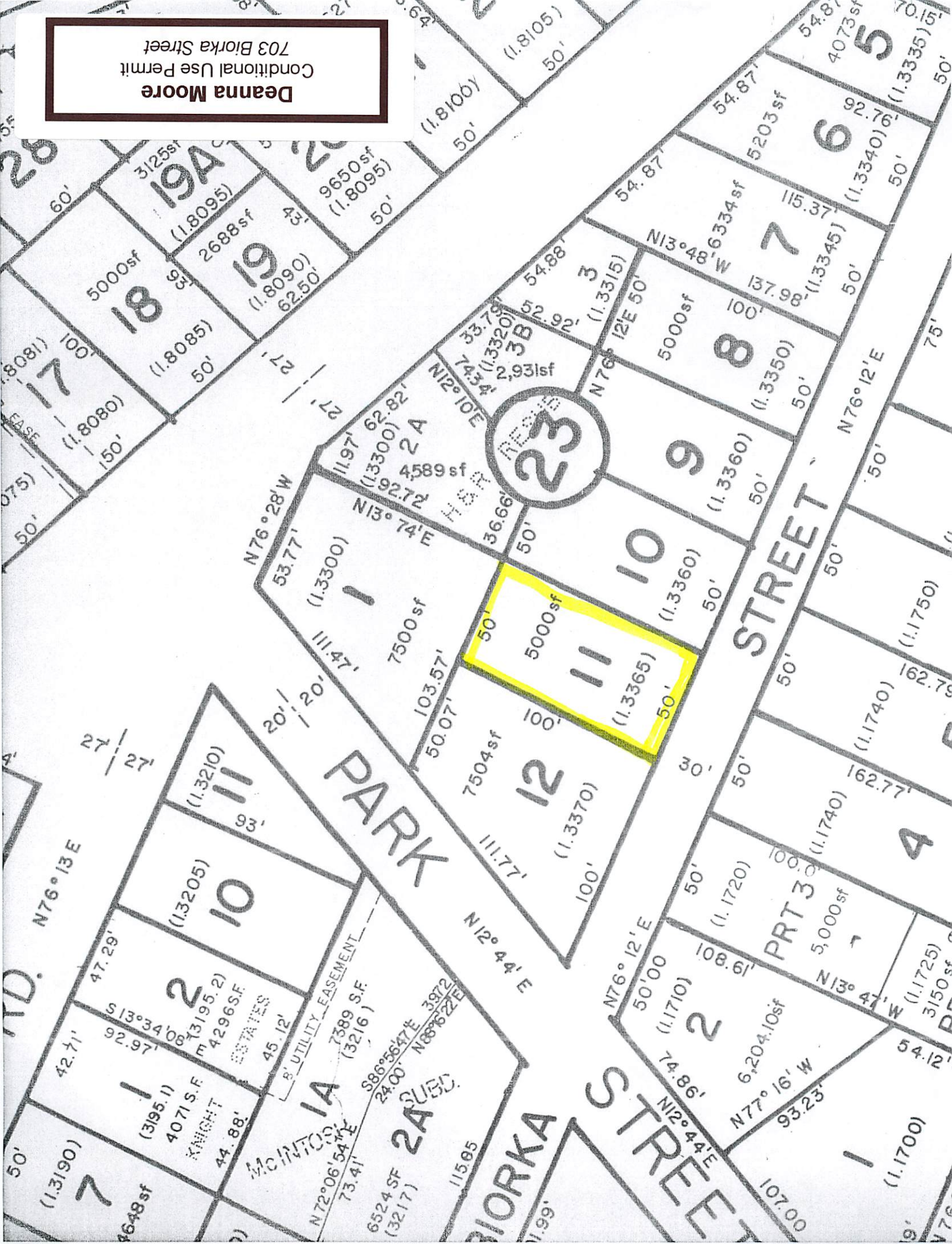
RECOMMENDATION

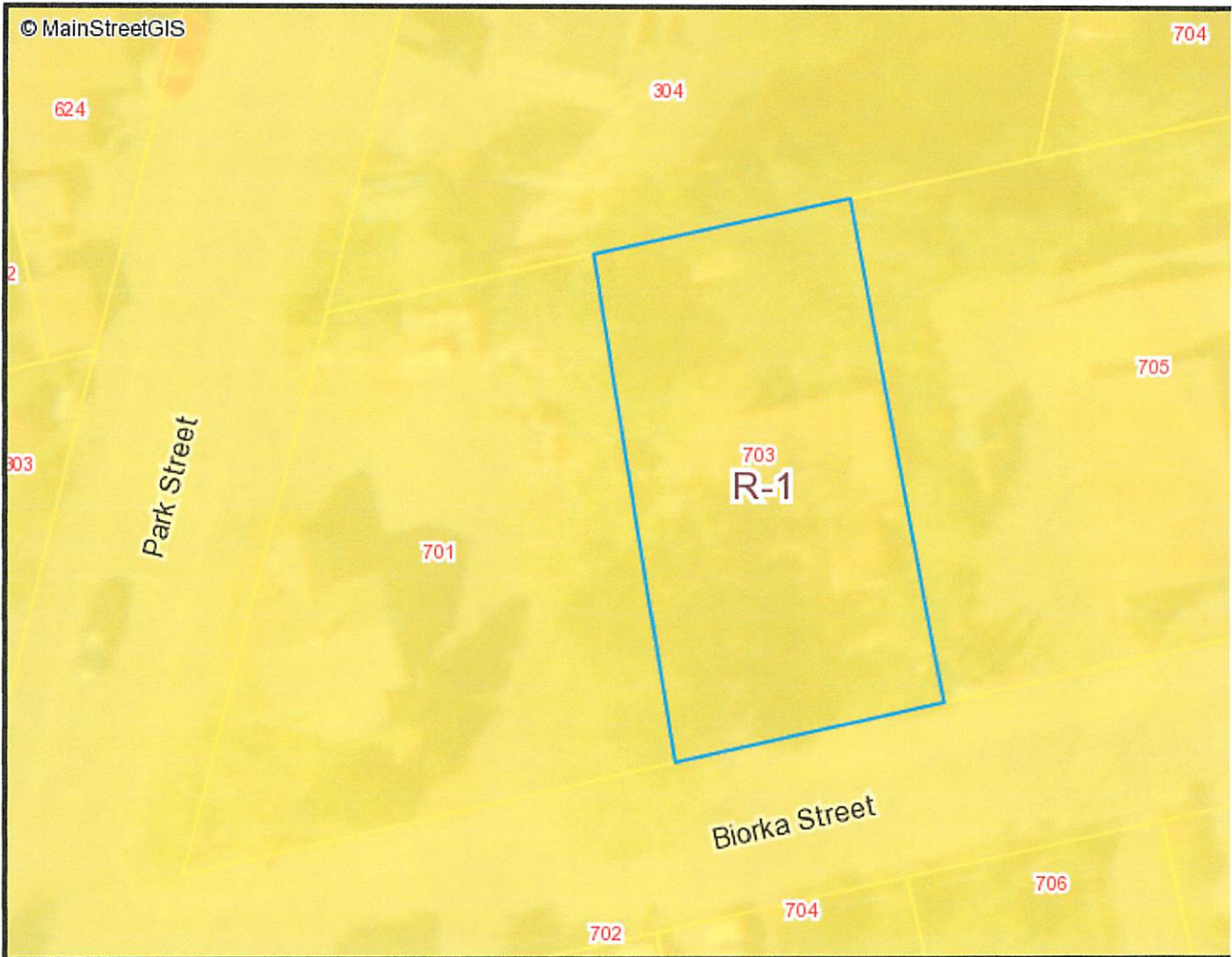
It is recommended that the Planning Commission adopt the Director's analysis and findings and grant the requested conditional use permit with the following conditions:

1. Contingent upon a completed satisfactory life safety inspection.
2. The facility shall be operated consistent with the application and plans that were submitted with the request.
3. The facility shall be operated in accordance with the narrative that was submitted with the application.

4. The applicant shall submit an annual report every year, covering the information on the form prepared by the Municipality, summarizing the number of nights the facility has been rented over the twelve month period starting with the date the facility has begun operation. The report is due within thirty days following the end of the reporting period.
5. The Planning Commission, at its discretion, may schedule a public hearing at any time following the first nine months of operations for the purpose of resolving issues with the request and mitigating adverse impacts on nearby properties.
6. Failure to comply with any of the conditions may result in revocation of the conditional use permit.

Deanna Moore
Conditional Use Permit
703 Biorca Street





1 in = 32.2 ft

Printed on 7/23/2015
Last update: Property information Daily, GIS parcel lines 9/1/2014

This map is for informational purposes only. It is not for appraisal of, description of, or conveyance of land. The City and Borough of Sitka, Alaska and MainStreetGIS assume no legal responsibility for the information contained herein.

Deanna Moore
Conditional Use Permit
703 Biorka Street

**CITY AND BOROUGH OF SITKA
Planning Commission
Minutes of Meeting
August 5, 2015**

Present: Chris Spivey (Vice Chair), Randy Hughey (Member), Debra Pohlman (Member), Darrell Windsor (Member), Maegan Bosak (Planning & Community Development Director), Michael Scarcelli (Senior Planner)

Absent: Richard Parmelee (Chair)

Members of the Public: Terry Bartolaba, Deanna Moore, Jeremy Twaddle, David Longtin, Ted Laufenberg, Steve Paustain

Vice Chair Spivey called the meeting to order at 6:59 p.m.

Roll Call:

PRESENT: 4 – Spivey, Windsor, Pohlman, Hughey

The evening business:

**CONDITIONAL USE PERMIT LEARNING CENTER
204 NEW ARCHANGEL
TERRY BARTOLABA**

Public hearing and consideration of a conditional use permit for a learning center at 204 New Archangel Street. The property is also known as Lot 1 of the Hanlon Heights Subdivision and the strip of land seventeen feet wide by sixty-five feet long running along the easterly edge of Lot 20. The request is filed by Terry Bartolaba. The owners of record are Michael K. Mahoney and Michelle M. Mahoney.

STAFF REPORT: Bosak provided background regarding the conditional use permit for a learning center in the R-2 zone. Typical conditional uses in the R-2 zone are churches or schools. Bosak explains the applicant's proposal for up to 40 students and two daily sessions. The property will also feature evening activities and continue to provide a dwelling unit for rent. Staff has concerns over drop off and pick up safety, congestion in the 3 way intersection, as well as parking not meeting code requirements. Bosak read letter from Municipal Engineer Dan Tadic, sharing concerns over safety of three way intersection and municipal infrastructure. Also shared letter from Building Inspector, William Stortz, commenting on occupancy concerns and reminding the applicant that even if CUP is approved, the Building Department may not be able to sign off on the occupancy.

APPLICANT: Terry Bartolaba explains the request. The learning is currently operating off of Sawmill Creek Road and Bartolaba is looking for a location where children can walk. Bartolaba agreed with Staff's concerns but thought there was a way to make parking work.

PUBLIC COMMENT: Steve Paustian, residential neighbor, voiced concerns over congestion and commercial use in the residential zone. He states with the dentist office there, the ingress and egress off of Halibut Point Road is not reasonable.

COMMISSIONER DELIBERATION: Commissioners discussed parking concerns, congestion concerns and safety issues with the intersection.

MOTION: M/S HUGHEY/POHLMAN moved to deny the following findings:

C. Required Findings for Conditional Use Permits. The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:

1. The city may use design standards and other elements in this code to modify the proposal. A conditional use permit may be approved only if all of the following findings can be made regarding the proposal and are supported by the record that the granting of the proposed conditional use permit will not:

a. Be detrimental to the public health, safety, and general welfare, *specifically traffic (auto, pedestrian and bicycle) in the area;*

b. Adversely affect the established character of the surrounding vicinity, *specifically add congestion to the neighborhood and three way intersection;* nor

c. Be injurious to the uses, property, or improvements adjacent to, and in the vicinity of, the site upon which the proposed use is to be located.

2. The granting of the proposed conditional use permit is consistent and compatible with the intent of the goals, objectives and policies of the comprehensive plan and any implementing regulation.

3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.

4. The proposed use will not introduce hazardous conditions at the site that cannot be mitigated to protect adjacent properties, the vicinity, and the public health, safety and welfare of the community from such hazard.

5. The conditional use will be supported by, and not adversely affect, adequate public facilities and services; or that conditions can be imposed to lessen any adverse impacts on such facilities and services.

6. Burden of Proof. The applicant has the burden of proving that the proposed conditional use meets all of the criteria in subsection B of this section.

General approval criteria are as follows:

1. Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;

2. Utilities and service requirements of the proposed use, including sewers, storm drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public utilities in establishing conditions under which the conditional use may be permitted;

3. Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;

4. Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements;
5. Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts.

ACTION: Motion **PASSED** unanimously **4-0** on a voice vote.

MOTION: M/S POHLMAN/WINDSOR moved to recommend denial of the conditional use permit for a learning center at 204 New Archangel Street. The property is also known as Lot 1 of the Hanlon Heights Subdivision and the strip of land seventeen feet wide by sixty-five feet long running along the easterly edge of Lot 20. The request is filed by Terry Bartolaba. The owners of record are Michael K. Mahoney and Michelle M. Mahoney.

ACTION: Motion **PASSED** unanimously **4-0** on a voice vote.

**VARIANCE REQUEST
200 PRICE STREET
JEREMY TWADDLE**

Public hearing and consideration of a variance request filed by Jeremy Twaddle at 200 Price Street. The variance request is for a reduction in the front setback from 20 feet to 5 feet for the construction of a shop. The property is also known as Tract 1A Mountain View Subdivision. The owner of record is 115 Harvest Way LLC.

STAFF REPORT: Bosak reviews the variance request. Explains that this parcel has two front setbacks and two rears, precedence would show that the commission has been favorable to other lots with this configuration. Price Street is an extra wide right of way creating a ten foot front setback. The applicant plans to construct a shop and would like to limit commercial traffic to Price Street.

APPLICANT: Jeremy Twaddle spoke on behalf of the request. He stated that the intent was to not disturb the residences that were being constructed on Molly Lane.

COMMISSIONER DELIBERATION: Commissioner Pohlman noted the second structure on the site plan was not in conformance with setbacks. Discussion between the applicant and commissioners as to how he could move the building to come into compliance. This variance approval only extends to the Molly Lane setback reduction.

PUBLIC COMMENT: No public comment.

MOTION: M/S POHLMAN/WINDSOR: moved to approve the following findings:

- a. That there are special circumstances to the intended use that do not apply generally to the other properties. Special circumstances may include the shape of the parcel, the topography of the lot, the size or dimensions of the parcels, the orientation or

- placement of existing structures, or other circumstances that are outside the control of the property owner, *specifically the lot topography and the double front setbacks.*
- b. The variance is necessary for the preservation and enjoyment of a substantial property right or use possessed by other properties but are denied to this parcel; such uses may include the placement of garages or the expansion of structures that are commonly constructed on other parcels in the vicinity;
 - c. That the granting of such a variance will not be materially detrimental to the public welfare or injurious to the property, nearby parcels or public infrastructure, *specifically that this variance will restrict traffic to Price Street which is wider and more able to handle commercial traffic;*
 - d. That the granting of such a variance will not adversely affect the comprehensive plan, *specifically 2.5.2 To encourage commercial and industrial developments of a quality that does not adversely impact any adjacent recreational and residential areas.*

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

MOTION: **M/S WINDSOR/POHLMAN** moved to approve a variance request filed by Jeremy Twaddle at 200 Price Street. The variance request is for a reduction in the front setback from 20 feet to 5 feet for the construction of a shop. The property is also known as Tract 1A Mountain View Subdivision. The owner of record is 115 Harvest Way LLC..

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

**LAND SWAP
APPROXIMATELY 35,000 SQ. FT. PARCEL ABOVE EMMONS STREET
SOUND DEVELOPMENT, LLC.**

Public hearing and discussion of a land swap between the City and Borough of Sitka and Sound Development, LLC. above Emmons Street in the Whitcomb Heights Subdivision.

STAFF REPORT: Bosak outlined the request for a land swap. The intent is to regain ownership of the pumphouse and road to the water tank that was inadvertently sold to Sound Development, LLC. in a recent land sale. There were other options identified such as eminent domain, however the Municipal Attorney advised that this was the best way to move forward.

APPLICANT: Jeremy Twaddle of Sound Development, LLC. said that this seems to be a fair solution. Their original proposal and sale price was based on a specific square footage but they understand that the municipality needs to maintain access to the utilities. He feels this is a fair request.

PUBLIC COMMENT: No public comment.

COMMISSIONER DELIBERATION: Commissioners asked about the process and drainage requirements for the new parcels. Bosak explained that the City would swap for one large parcel of equal square footage and then Sound Development, LLC. would develop as they see fit.

MOTION: M/S WINDSOR/POHLMAN moved to approve a land swap between the City and Borough of Sitka and Sound Development, LLC. above Emmons Street in the Whitcomb Heights Subdivision.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

**VARIANCE REQUEST
711 BIORKA STREET
DAVID LONGTIN**

Public hearing and consideration of a variance request filed by David Longtin at 211 Biorka Street. The variance request is for a reduction in the side setback from 5 feet to 0 feet for construction of a woodshed. The property is also known as Lot 7, Block 23 Sitka Townsite U.S. Survey 1474. The owners of record are David and Wendy Longtin.

STAFF REPORT: Bosak explained that historically, 0-foot setbacks have been more likely on properties adjoining a right-of-way, rather than between adjoining properties. Bosak described the request for a woodshed and shared a letter from the adjacent neighbor stating they had no objections. She reminded the commission to consider future owners and concerns that they may have.

APPLICANT: David Longtin presented his site plan and need for wood storage. His plan is to use the fence for one wall and build into the fencing.

PUBLIC COMMENT: Deanna Moore, neighbor, spoke to the space as almost unusable. She is in support of the variance.

COMMISSIONER DELIBERATION: Concern from Commissioners over precedence of 0 foot setbacks and allowing them in Sitka. There is concern over woodshed becoming habitat for bugs and rodents. Commissioners respect that the applicant is going through the proper process but still are unable to approve the request.

MOTION: M/S WINDSOR/POHLMAN moved to approve the following findings.

- a. The municipality finds that the necessary threshold for granting this variance should be lower than thresholds for variances involving major structures or expansions;
- b. The granting of the variance is not injurious to nearby properties or improvements;
- c. The granting of the variance furthers an appropriate use of the property.

ACTION: Motion **FAILED 2-2** on a voice vote.

MOTION: M/S WINDSOR/POHLMAN moved to approve a variance request filed by David Longtin at 211 Biorka Street. The variance request is for a reduction in the side setback from 5 feet to 0 feet for construction of a woodshed. The property is also known as Lot 7, Block 23 Sitka Townsite U.S. Survey 1474. The owners of record are David and Wendy Longtin.

ACTION: Motion **FAILED 2-2** on a voice vote.

**VARIANCE REQUEST
101 JARVIS STREET
CITY AND BOROUGH OF SITKA**

Public hearing and consideration of a variance request filed by the City and Borough of Sitka at 101 Jarvis Street. The variance request is for a reduction in the front setback from 20 feet to 8 feet for the construction of a roof over an entrance to an existing building. The property is also known as Tract 4-B of Plat 86-3. The owner of record is the City and Borough of Sitka.

STAFF REPORT: Bosak explained the variance request. The parcel has two front setbacks and two rears. The awning is proposed to be 4 x 10 feet and needed to protect the infrastructure within the building. There is adequate parking on site.

APPLICANT: Ted Laufenberg, P.E., spoke on behalf of City and explained the project. This is a fourth level critical facility. The older building (1978) recently went through upgrades including a new roof and this is an additional step to protect the electrical infrastructure. Only occupying air space.

PUBLIC COMMENT: No public comment.

COMMISSIONER DELIBERATION: No deliberations.

MOTION: M/S WINDSOR/HUGHEY moved to approve the following findings.

- a. The municipality finds that the necessary threshold for granting this variance should be lower than thresholds for variances involving major structures or expansions;
- b. The granting of the variance is not injurious to nearby properties or improvements;
- c. The granting of the variance furthers an appropriate use of the property.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

MOTION: M/S HUGHEY/POHLMAN moved to approve a variance request filed by the City and Borough of Sitka at 101 Jarvis Street. The variance request is for a reduction in the front setback from 20 feet to 8 feet for the construction of a roof over an entrance to an existing building. The property is also known as Tract 4-B of Plat 86-3. The owner of record is the City and Borough of Sitka.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

**CONDITIONAL USE PERMIT SHORT TERM RENTAL
703 BIORKA STREET
DEANNA MOORE**

Public hearing and consideration of a conditional use permit for a short-term rental at 703 Biorka Street. The property is also known as Lot 11, Block 23, U.S. Survey 1474. The request is filed by Deanna Moore. The owner of record is Deanna Moore.

STAFF REPORT: After describing the request, Maegan Bosak noted the seasonal nature of the proposal and the adequate parking and size of the lot and that the applicant was present for more information.

APPLICANT: Deanna Moore explains that she plans to rent out the home while she is traveling during the summer- May 15 through September 15. Will only be used for one summer. It will be managed by Sharon Romine with Welcome Home Vacations.

PUBLIC COMMENT: None

COMMISSIONER DELIBERATION: Commissioners had no concerns.

MOTION: M/S HUGHEY/POHLMAN moved to approve the following finding:

C. Required Findings for Conditional Use Permits. The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:

1. The city may use design standards and other elements in this code to modify the proposal. A conditional use permit may be approved only if all of the following findings can be made regarding the proposal and are supported by the record that the granting of the proposed conditional use permit will not:
 - a. Be detrimental to the public health, safety, and general welfare;
 - b. Adversely affect the established character of the surrounding vicinity; nor
 - c. Be injurious to the uses, property, or improvements adjacent to, and in the vicinity of, the site upon which the proposed use is to be located.
2. The granting of the proposed conditional use permit is consistent and compatible with the intent of the goals, objectives and policies of the comprehensive plan and any implementing regulation, *specifically 2.1.1. Encourage the development of facilities to accommodate visitors without significant impacts on residential properties;*
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.
4. The proposed use will not introduce hazardous conditions at the site that cannot be mitigated to protect adjacent properties, the vicinity, and the public health, safety and welfare of the community from such hazard.
5. The conditional use will be supported by, and not adversely affect, adequate public facilities and services; or that conditions can be imposed to lessen any adverse impacts on such facilities and services.
6. Burden of Proof. The applicant has the burden of proving that the proposed conditional use meets all of the criteria in subsection B of this section.

The city may approve, approve with conditions, modify, modify with conditions, or deny the conditional use permit. The city may reduce or modify bulk requirements, off-street parking requirements, and use design standards to lessen impacts, as a condition of the granting of the conditional use permit. In considering the granting of a conditional use,

the assembly and planning commission shall satisfy themselves that the general criteria set forth for uses specified in this chapter will be met. The city may consider any or all criteria listed and may base conditions or safeguards upon them. The assembly and planning commission may require the applicant to submit whatever reasonable evidence may be needed to protect the public interest. The general approval criteria are as follows:

1. Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;
2. Utilities and service requirements of the proposed use, including sewers, storm drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public utilities in establishing conditions under which the conditional use may be permitted;
3. Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;
4. Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements;
5. Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts.

ACTION: Motion **PASSED 4-0** on a voice vote.

MOTION: **M/S POHLMAN/HUGHEY** moved to recommend approval of a conditional use permit for a short-term rental at 703 Biorka Street. The property is also known as Lot 11, Block 23, U.S. Survey 1474. The request is filed by Deanna Moore. The owner of record is Deanna Moore. Based on findings and the following conditions:

CONDITIONS:

1. Contingent upon a completed satisfactory life safety inspection.
2. The facility shall be operated consistent with the application and plans that were submitted with the request.
3. The facility shall be operated in accordance with the narrative that was submitted with the application.
4. The applicant shall submit an annual report every year, covering the information on the form prepared by the Municipality, summarizing the number of nights the facility has

been rented over the twelve month period starting with the date the facility has begun operation. The report is due within thirty days following the end of the reporting period.

5. The Planning Commission, at its discretion, may schedule a public hearing at any time following the first nine months of operations for the purpose of resolving issues with the request and mitigating adverse impacts on nearby properties.

6. Failure to comply with any of the conditions may result in revocation of the conditional use permit.

ACTION: Motion **PASSED 4-0** on a voice vote.

DIRECTORS REPORT: Bosak thanked the Commissioners for the additional meeting.

PUBLIC COMMENT: Deanna Moore asked about an additional conditional use permit for a B&B. She plans to submit an application.

MOTION: M/S WINDSOR/ SPIVEY moved to adjourn at 8:53 pm.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

Chris Spivey, Vice Chair

Maegan Bosak, Acting Secretary

* Please put a copy in Currier mailbox

INVOICE

Thanks!

CITY AND BOROUGH OF SITKA

100 LINCOLN STREET, SITKA ALASKA 99835

DATE: 7/22/15

To: Deanna Moore

ACCOUNT # 100-300-320-3201.002
PLANNING & ZONING

Variance.....	
Conditional Use Permit.....	<u>STR</u> 100
Minor Subdivision.....	
Major Subdivision.....	
Zoning Map Change.....	
Zoning Text Change.....	
Lot Merger.....	
Boundary Line Adjustment.....	
General Permit.....	
Appeal of Enforcement Action (Pending).....	
Other.....	
Sales Tax.....	6
TOTAL.....	106.00

Thank you

PAID
JUL 22 2015
CITY & BOROUGH OF SITKA

21cc

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L
A
S
K
A

2011-001607-0

Recording Dist: 103 - Sitka
12/8/2011 8:49 AM Pages: 1 of 1



STATUTORY WARRANTY DEED

The Grantor, Mary Ann Esther Perkins, whose mailing address is 1509 Davidoff Street, Sitka, Alaska, 99835, for and in consideration of ten dollars and other good and valuable consideration in hand paid, conveys, warrants and grants to Grantee, Deanna Moore, whose mailing address is 703 Biorka Street, Sitka, Alaska, 99835, all right, title and interest in the following described real estate, including all improvements located thereon, situated in the Sitka Recording District, First Judicial District, State of Alaska:

Lot 11, Block 23, Sitka Townsite (United States Survey 1474), commonly known as 703 Biorka Street, Sitka, Alaska.

Subject to any easements, restrictions, and reservations of record, if any.

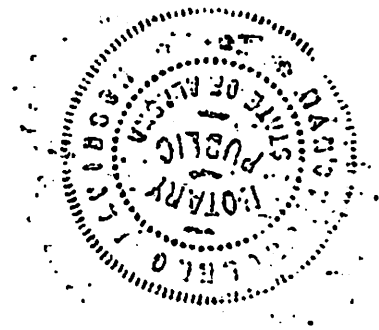
WITNESS the hand of the Grantor, this 7 day of Dec, 2011.

Mary Ann Esther Perkins
Mary Ann Esther Perkins

STATE OF ALASKA)
FIRST JUDICIAL DISTRICT) SS

This is to certify that on December 7, 2011, before me, the undersigned, a notary public in and for the State of Alaska, duly commissioned and sworn, personally appeared, Mary Ann Esther Perkins, to me known and known to me to be the identified individual described and who executed the foregoing deed.

Nancy Leclerc Dondan
Notary Public in and for the State of Alaska
My Commission Expires: 9/5/13



PLEASE RETURN AFTER RECORDING TO:

Deanna Moore
703 Biorka Street
Sitka, Alaska 99835

Deanna Moore
Conditional Use Permit
703 Biorka Street



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Sitka Planning Commission Agenda

Wednesday, August 5, 2015

Held at Sealing Cove Business Center

601 Alice Loop, Sitka, Alaska

7:00pm

- I. CALL TO ORDER AND ROLL CALL
- II. CONSIDERATION OF THE AGENDA
- III. THE EVENING BUSINESS
 - A. Public hearing and consideration of a conditional use permit for a learning center at 204 New Archangel Street. The property is also known as Lot 1 of the Hanlon Heights Subdivision and the strip of land seventeen feet wide by sixty-five feet long running along the easterly edge of Lot 20. The request is filed by Terry Bartolaba. The owners of record are Michael K. Mahoney and Michelle M. Mahoney.
 - B. Public hearing and consideration of a variance request filed by Jeremy Twaddle at 200 Price Street. The variance request is for a reduction in the front setback from 20 feet to 5 feet for the construction of a shop. The property is also known as Tract 1A Mountain View Subdivision. The owner of record is 115 Harvest Way LLC.
 - C. Public hearing and discussion of a land swap between the City and Borough of Sitka and Sound Development, LLC above Emmons Street in the Whitcomb Heights Subdivision.
 - D. Public hearing and consideration of a variance request filed by David Longtin at 711 Biorka Street. The variance request is for a reduction in the side setback from 5 feet to 0 feet for the construction of a woodshed. The property is also known as Lot 7, Block 23, Sitka Townsite, U.S. Survey 1474. The owners of record are David and Wendy Longtin.
 - E. Public hearing and consideration of a variance request filed by the City and Borough of Sitka at 101 Jarvis Street. The variance request is for a reduction in the front setback from 20 feet to 8 feet for the construction of a roof over an entrance to an existing building. The property is also known as Tract 4-B of Plat 86-3. The owner of record is the City and Borough of Sitka.
 - F. **Public hearing and consideration of a conditional use permit for a short-term rental at 703 Biorka Street. The property is also known as Lot 11, Block 23, Sitka Townsite, U.S. Survey 1474. The request is filed by Deanna Moore. The owner of record is Deanna Moore.**
- IV. PLANNING DIRECTOR'S REPORT
- V. PUBLIC BUSINESS FROM THE FLOOR
- VI. ADJOURNMENT

NOTE: Individuals having concerns or comments on any item are encouraged to provide written comments to the Planning Office or make comments at the Planning Commission meeting. Written comments may be dropped off at the Planning Office in City Hall, emailed to carole@cityofsitka.com, or faxed to (907) 747-6138. Those with questions may call (907) 747-1814.

Publish: July 27 and 29

Parcel ID: 13205000
**ARNDT TRUST BARBARA
 ARNDT TRUST, BARBARA, L.
 622 SAWMILL CREEK RD
 SITKA AK 99835**

Parcel ID: 13210000
**WILEMAN CHARLES/JAMMIE
 WILEMAN, CHARLES, D./JAMMIE
 624 SAWMILL CREEK RD
 SITKA AK 99835**

Parcel ID: 13216000
**MIRANDA NORMAN/CHARLOTT
 MIRANDA, NORMAN & CHARLOT
 125 ANNA DR
 SITKA AK 99835**

Parcel ID: 13217000
**WARREN CRAIG/LESLEY
 WARREN, CRAIG/LESLEY
 301 PARK ST
 SITKA AK 99835**

Parcel ID: 13230000
**MOSHER RONALD/ELIZABET
 MOSHER, RONALD, F./ELIZABETH, L.
 617 BIORKA ST.
 SITKA AK 99835**

Parcel ID: 13300000
**GOFF MATTHEW
 GOFF, MATTHEW
 304 PARK ST.
 SITKA AK 99835**

Parcel ID: 13315000
**THIELKE JOHN/KAREN
 THIELKE, JOHN, F./KAREN, G.
 19518 14TH AVE NW
 SHORELINE WA 98177**

Parcel ID: 13320000
**MOTTET MADELON
 MOTTET, MADELON
 P.O. BOX 77
 PORT EDWARD BC V0V1G0**

Parcel ID: 13335000
**PATT DAVID
 PATT, DAVID, A.
 715 BIORKA ST
 SITKA AK 99835**

Parcel ID: 13340000
**LAGUIRE MICHAEL/JACQUEL
 LA GUIRE, MICHAEL/JACQUELINE
 P.O. BOX 6369
 SITKA AK 99835-6369**

Parcel ID: 13345000
**LONGTIN DAVID/WENDY
 LONGTIN, DAVID & WENDY
 711 BIORKA ST
 SITKA AK 99835**

Parcel ID: 13350000
**BRYLINSKY SCOTT/CLEO
 BRYLINSKY, SCOTT, D./CLEO, K.
 709 BIORKA ST
 SITKA AK 99835**

Parcel ID: 13360000
**BECKER MARTIN/ANNETTE
 BECKER, MARTIN/ANNETTE
 705 BIORKA ST.
 SITKA AK 99835**

Parcel ID: 13365000
**MOORE DEANNA
 MOORE, DEANNA
 703 BIORKA ST
 SITKA AK 99835**

Parcel ID: 13370000
**BARCLAY LEON
 BARCLAY, LEON, V.
 701 BIORKA ST
 SITKA AK 99835**

Parcel ID: 18060000
**WEILAND/KNOX PETER/ERIKA
 WEILAND, PETER/KNOX, ERIKA
 625 DEGROFF ST
 SITKA AK 99835**

Parcel ID: 18065000
**LUBIN/BUSCH DAVID/LISA
 LUBIN, DAVID, R./BUSCH, LISA, J.
 215 SHOTGUN ALLEY
 SITKA AK 99835**

Parcel ID: 18070000
**BOSMAN CORRIE
 BOSMAN, CORRIE
 P.O. BOX 6005
 SITKA AK 99835-6005**

Parcel ID: 18075000
**DANIELS DENNIE/DEBORAH
 DANIELS, DENNIE/DEBORAH
 P.O. BOX 545
 SITKA AK 99835-0545**

Parcel ID: 18080000
**DURGAN MARY
 DURGAN, MARY
 P.O. BOX 3052
 SITKA AK 99835-3052**

Parcel ID: 18081000
**DURGAN MARY
 DURGAN, MARY, MAE
 P.O. BOX 3052
 SITKA AK 99835-3052**

Parcel ID: 18085000
**KNIGHT LIVING TRUST FRANCES
 KNIGHT LIVING TRUST, FRANCES I.
 1870 W. DOVE WAY
 AMADO AZ 85645**

Parcel ID: 18090000
**WEILAND/KNOX PETER/ERIKA & K
 WEILAND, PETER/KNOX, ERIKA/KARA
 625 DEGROFF ST
 SITKA AK 99835**

Parcel ID: 18095000
**KNIGHT LIVING TRUST FRANCES
 KNIGHT LIVING TRUST, FRANCES I.
 1870 W. DOVE WAY
 AMADO AZ 85645**

Parcel ID: 18100000
**JENNY DOUGLAS
 JENNY, DOUGLAS, E.
 709 SAWMILL CREEK RD
 SITKA AK 99835**

Parcel ID: 18105000
**LOWRANCE/BESETTE DAVID/DYAN
 LOWRANCE, DAVID, M./BESETTE, DYAN
 P.O. BOX 1074
 SITKA AK 99835-1074**

Parcel ID: 18110000
**PEARSON/HANSON DENTON/BRI
 PEARSON, DENTON & HANSON, I
 713-B SAWMILL CREEK RD
 SITKA AK 99835**

Parcel ID: 18125000
**GUEVIN/LITMAN ANTHONY/CINDY
 GUEVIN, ANTHONY/LITMAN, CINDY
 715 SAWMILL CREEK RD
 SITKA AK 99835**

Parcel ID: 18145000
**STEINSON JAMES/JENNIFER
 STEINSON, JAMES, H. & JENNIFEI
 P.O. BOX 1303
 SITKA AK 99835-1303**

Parcel ID: 18155000

Deanna Moore
 Conditional Use Permit
 703 Biorka Street

Parcel ID: 11700000
ADAMS DAVID/RACHEL
ADAMS, DAVID & RACHEL
210 PARK ST
SITKA AK 99835

Parcel ID: 11710000
MCADAMS/RAASCH KERRY/JOHN
MCADAMS, KERRY/RAASCH, JOHN
700 BIORKA ST.
SITKA AK 99835

Parcel ID: 11720000
BLEIER ROGER/NANCY
BLEIER, ROGER, W./NANCY JO
702 BIORKA ST
SITKA AK 99835

Parcel ID: 11725000
BARRON JANE/DONALD
BARRON, JANE, W. & DONALD, D.
208 PARK ST
SITKA AK 99835

Parcel ID: 11740001
PIKE TIMOTHY/TERRY
PIKE, TIMOTHY, L./TERRY
706 BIORKA ST
SITKA AK 99835

Parcel ID: 11740002
PIKE TIMOTHY/TERRY
PIKE, TIMOTHY/TERRY
706 BIORKA ST
SITKA AK 99835

Parcel ID: 11750000
NUTTING FAMILY REV. LIVING TRUST
NUTTING, RODNEY, L./FAYRINE, A.
708 BIORKA ST.
SITKA AK 99835

Parcel ID: 11770000
WAY JAMES/LESA
WAY, JAMES, B./LESA, M.
712 BIORKA ST.
SITKA AK 99835

Parcel ID: 11780000
NELSON VALERIE
NELSON, VALERIE
714 BIORKA ST.
SITKA AK 99835

Parcel ID: 11795000
ROBINSON SCOTT/NIECHOLE
ATTN: JENNY
ROBINSON, SCOTT/NIECHOLE
315 SEWARD ST, STE B
SITKA AK 99835

Parcel ID: 11870000
CICI EVELYN
CICI, EVELYN, J.
P.O. BOX 635
SITKA AK 99835-0635

Parcel ID: 11890000
WATCHERS G.M./M.T./H.M.
WATCHERS, G.M., M.T., H.M.
715 ETOLIN ST
SITKA AK 99835

Parcel ID: 11900000
JACKSON/KREISS LARRY/KATHLEEN
JACKSON, LARRY & KREISS, KATHLEEN
22 AMHERST RD
MORGANTOWN WV 26605

Parcel ID: 11910000
GRUTTER FABIAN/EVENING
GRUTTER, FABIAN/EVENING STAR
711 ETOLIN ST
SITKA AK 99835

Parcel ID: 11920000
BLAIR REVOCABLE TRUST ROBE
BLAIR REVOCABLE TRUST, ROB
P.O. BOX 584
SITKA AK 99835-0584

Parcel ID: 11930000
WILBER/KABLER CHARLES/MELANIE
WILBER, CHARLES/KABLER, MELANIE C.
705 ETOLIN ST
SITKA AK 99835

Parcel ID: 11940000
WILBER/KABLER CHARLES/MELANIE
WILBER, CHARLES/KABLER, MELANIE C.
705 ETOLIN ST
SITKA AK 99835

Parcel ID: 11950001
DAGNILLO ANN
DAGNILLO, ANN, T.
703 ETOLIN ST
SITKA AK 99835

Parcel ID: 11950002
SOLOVYOV/KENDALL EUGENE/BARBARA
SOLOVYOV, EUGENE/KENDALL, BARBARA
206 PARK ST.
SITKA AK 99835

Parcel ID: 12022000
OLMSTEAD LOUISE/TIMOTHY
OLMSTEAD, LOUISE & TIMOTHY
211 PARK ST.
SITKA AK 99835

Parcel ID: 12024000
MILLER CLINTON/MARINA
MILLER, CLINTON, O./MARINA
P.O. BOX 1124
SITKA AK 99835-1124

Parcel ID: 12026000
O'TOOLE/KIRKNESS KERRI/JACOB
O'TOOLE, KERRI/KIRKNESS, JACOB
616 BIORKA ST
SITKA AK 99835

Parcel ID: 12030000
DENNARD ROBERT
DENNARD, ROBERT, A.
209 PARK ST.
SITKA AK 99835

Parcel ID: 13060000
OLNEY-MILLER NICK
OLNEY-MILLER, NICK
3006-A BARKER ST
SITKA AK 99835

Parcel ID: 13065000
HOFFMAN KRISTINA
HOFFMAN, KRISTINA
621 SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 13080000
RIETA PEDRO/SHIRLEY
RIETA, PEDRO & SHIRLEY
619 SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 13085000
CARBILLON REVOCABLE TRUST
CARBILLON TRUST, ROGELIO &
617 SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 13190000
CRANFORD BREEZY/GARY
CRANFORD, BREEZY & GARY
616 SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 13195001
JONES DONALD
JONES, DONALD, C.
P.O. BOX 6205
SITKA AK 99835-6205

Parcel ID: 13195002
FOSTER KATHRYN
FOSTER, KATHRYN, L.
620 SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 18168000
KNIGHT LIVING TRUST FRANCES
KNIGHT LIVING TRUST, FRANCES I.
1870 W. DOVE WAY
AMADO AZ 85846



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Notice of Public Hearings

The Assembly of the City and Borough of Sitka will hold a public hearing during a regular meeting scheduled Tuesday, August 25, 2015 on the following items:

- A. Ordinance 2015- 42 Public hearing and consideration of a proposed zoning text amendment to modify SGC Table 22.16.015-5 Manufacturing/Storage Uses to allow asphalt plants and concrete batch plants in an Industrial Zone with a conditional use permit. The request is filed by the City and Borough of Sitka.
- B. Public hearing and consideration of a B&B conditional use permit at 415 DeArmond Street. The property is also known as Lot 12 and a portion of Lot 11, Block 26 of the Spruce Glen Subdivision. The request is filed by Sheila Finkenbinder. The owner of record is Sheila Finkenbinder.
- C. **Public hearing and consideration of a conditional use permit for a short-term rental at 703 Biorka Street. The property is also known as Lot 11, Block 23, Sitka Townsite, U.S. Survey 1474. The request is filed by Deanna Moore. The owner of record is Deanna Moore.**

The Assembly may take action on August 25, 2015. The Assembly meeting will begin at 6:00 pm at University of Alaska Southeast 1332 Seward Avenue Room 229 in Sitka.

Interested residents are encouraged to make comments during the meeting and written comments can be submitted to the Municipal Clerk at 100 Lincoln Street.

Parcel ID: 13216000
 NORMAN/CHARLOTT MIRANDA
 MIRANDA, NORMAN & CHARLOTTE
 125 ANNA DR
 SITKA AK 99835

Parcel ID: 13217000
 CRAIG/LESLEY WARREN
 WARREN, CRAIG/LESLEY
 301 PARK ST
 SITKA AK 99835

Parcel ID: 13230000
 RONALD/ELIZABET MOSH
 MOSHER, RONALD, F./ELI
 617 BIORKA ST.
 SITKA AK 99835

Parcel ID: 13300000
 MATTHEW GOFF
 GOFF, MATTHEW
 304 PARK ST.
 SITKA AK 99835

Parcel ID: 13315000
 JOHN/KAREN THIELKE
 THIELKE, JOHN, F./KAREN, G.
 19518 14TH AVE NW
 SHORELINE WA 98177

Parcel ID: 13320000
 MADELON MOTTET
 MOTTET, MADELON
 P.O. BOX 77
 PORT EDWARD BC V0V1G

Parcel ID: 13335000
 DAVID PATT
 PATT, DAVID, A.
 715 BIORKA ST
 SITKA AK 99835

Parcel ID: 13340000
 MICHAEL/JACQUEL LAGUIRE
 LA GUIRE, MICHAEL/JACQUELINE
 P.O. BOX 6369
 SITKA AK 99835-6369

Parcel ID: 13345000
 DAVID/WENDY LONGTIN
 LONGTIN, DAVID & WEND'
 711 BIORKA ST
 SITKA AK 99835

Parcel ID: 13350000
 SCOTT/CLEO BRYLINSKY
 BRYLINSKY, SCOTT, D./CLEO, K.
 709 BIORKA ST
 SITKA AK 99835

Parcel ID: 13360000
 MARTIN/ANNETTE BECKER
 BECKER, MARTIN/ANNETTE
 705 BIORKA ST.
 SITKA AK 99835

Parcel ID: 13365000
 DEANNA MOORE
 MOORE, DEANNA
 703 BIORKA ST
 SITKA AK 99835

Parcel ID: 13370000
 LEON BARCLAY
 BARCLAY, LEON, V.
 701 BIORKA ST
 SITKA AK 99835

Parcel ID: 18060000
 PETER/ERIKA WEILAND/KNOX
 WEILAND, PETER/KNOX, ERIKA
 625 DEGROFF ST
 SITKA AK 99835

Parcel ID: 18065000
 DAVID/LISA LUBIN/BUSCH
 LUBIN, DAVID, R./BUSCH,
 215 SHOTGUN ALLEY
 SITKA AK 99835

Parcel ID: 18070000
 CORRIE BOSMAN
 BOSMAN, CORRIE
 P.O. BOX 6005
 SITKA AK 99835-6005

Parcel ID: 18075000
 DENNIE/DEBORAH DANIELS
 DANIELS, DENNIE/DEBORAH
 P.O. BOX 545
 SITKA AK 99835-0545

Parcel ID: 18080000
 MARY DURGAN
 DURGAN, MARY
 P.O. BOX 3052
 SITKA AK 99835-3052

Parcel ID: 18081000
 MARY DURGAN
 DURGAN, MARY, MAE
 P.O. BOX 3052
 SITKA AK 99835-3052

Parcel ID: 18085000
 FRANCES KNIGHT LIVING TRUST
 KNIGHT LIVING TRUST, FRANCES I.
 1870 W. DOVE WAY
 AMADO AZ 85645

Parcel ID: 18090000
 PETER/ERIKA & K WEILAN
 WEILAND, PETER/KNOX, E
 625 DEGROFF ST
 SITKA AK 99835

Parcel ID: 18095000
 FRANCES KNIGHT LIVING TRUST
 KNIGHT LIVING TRUST, FRANCES I.
 1870 W. DOVE WAY
 AMADO AZ 85645

Parcel ID: 18100000
 DOUGLAS JENNY
 JENNY, DOUGLAS, E.
 709 SAWMILL CREEK RD
 SITKA AK 99835

Parcel ID: 18105000
 DAVID/DYAN LOWRANCE/
 LOWRANCE, DAVID, M./BE
 P.O. BOX 1074
 SITKA AK 99835-1074

Parcel ID: 18110000
 DENTON/BRIAN PEARSON/HANSON
 PEARSON, DENTON & HANSON, BRIAN
 713-B SAWMILL CREEK RD
 SITKA AK 99835

Parcel ID: 18125000
 ANTHONY/CINDY GUEVIN/LITMAN
 GUEVIN, ANTHONY/LITMAN, CINDY
 715 SAWMILL CREEK RD
 SITKA AK 99835

Parcel ID: 18145000
 JAMES/JENNIFER STEINSON
 STEINSON, JAMES, H. & JI
 P.O. BOX 1303

Parcel ID: 18155000
 JAMES/JENNIFER STEINSON
 STEINSON, JAMES, H. & JENNIFER, J.
 P.O. BOX 1303
 SITKA AK 99835-1303

Parcel ID: 18168000
 FRANCES KNIGHT LIVING
 KNIGHT LIVING TRUST, FR
 1870 W. DOVE WAY
 AMADO AZ 85645

Deanna Moore
 Conditional Use Permit
 703 Biorka Street

Assembly Mailing
 8/17/15

Parcel ID: 11700000
DAVID/RACHEL ADAMS
ADAMS, DAVID & RACHEL
210 PARK ST
SITKA AK 99835

Parcel ID: 11710000
KERRY/JOHN MCADAMS/RAASCH
MCADAMS, KERRY/RAASCH, JOHN
700 BIORKA ST.
SITKA AK 99835

Parcel ID: 11720000
ROGER/NANCY BLEIER
BLEIER, ROGER, W./NANCY
702 BIORKA ST
SITKA AK 99835

Parcel ID: 11725000
CAVAN/APRIL FITZSIMMONS/HEESACKER
FITZSIMMONS, CAVAN & HEESACKER, APRIL
P.O. BOX 1221
SITKA AK 99835-1221

Parcel ID: 11740001
TIMOTHY/TERRY PIKE
PIKE, TIMOTHY, L./TERRY
706 BIORKA ST
SITKA AK 99835

Parcel ID: 11740002
~~TIMOTHY/TERRY PIKE
PIKE, TIMOTHY/TERRY
706 BIORKA ST
SITKA AK 99835~~

Parcel ID: 11750000
NUTTING FAMILY REV. LIVING TRUST
NUTTING, RODNEY, L./FAYRINE, A.
708 BIORKA ST.
SITKA AK 99835

Parcel ID: 11770000
JAMES/LESA WAY
WAY, JAMES, B./LESA, M.
712 BIORKA ST.
SITKA AK 99835

Parcel ID: 11780000
VALERIE NELSON
NELSON, VALERIE
714 BIORKA ST.
SITKA AK 99835

Parcel ID: 11795000
SCOTT/NIECHOLE ROBINSON
ATTN: JENNY
ROBINSON, SCOTT/NIECHOLE
315 SEWARD ST, STE B
SITKA AK 99835

Parcel ID: 11870000
EVELYN CICI
CICI, EVELYN, J.
P.O. BOX 635
SITKA AK 99835-0635

Parcel ID: 11890000
G.M./M.T./H.M. WATCHERS
WATCHERS, G.M., M.T., H.I.
715 ETOLIN ST
SITKA AK 99835

Parcel ID: 11900000
LARRY/KATHLEEN JACKSON/KREISS
JACKSON, LARRY & KREISS, KATHLEEN
22 AMHERST RD
MORGANTOWN WV 26505

Parcel ID: 11910000
FABIAN/EVENING GRUTTER
GRUTTER, FABIAN/EVENING STAR
711 ETOLIN ST
SITKA AK 99835

Parcel ID: 11920000
ROBERT/AMY BLAIR REV/
BLAIR REVOCABLE TRUS'
P.O. BOX 584
SITKA AK 99835-0584

Parcel ID: 11930000
CHARLES/MELANIE WILBER/KABLER
WILBER, CHARLES/KABLER, MELANIE C.
705 ETOLIN ST
SITKA AK 99835

Parcel ID: 11940000
CHARLES/MELANIE WILBER/KABLER
WILBER, CHARLES/KABLER, MELANIE C.
705 ETOLIN ST
SITKA AK 99835

Parcel ID: 11950001
ANN DAGNILLO
DAGNILLO, ANN, T.
703 ETOLIN ST
SITKA AK 99835

Parcel ID: 11950002
EUGENE/BARBARA SOLOVYOV/KENDALL
SOLOVYOV, EUGENE/KENDALL, BARBARA
206 PARK ST.
SITKA AK 99835

Parcel ID: 12022000
LOUISE/TIMOTHY OLMSTEAD
OLMSTEAD, LOUISE & TIMOTHY
211 PARK ST.
SITKA AK 99835

Parcel ID: 12024000
CLINTON/MARINA MILLER
MILLER, CLINTON, O./MAR
P.O. BOX 1124
SITKA AK 99835-1124

Parcel ID: 12030000
ROBERT DENNARD
DENNARD, ROBERT, A.
209 PARK ST.
SITKA AK 99835

Parcel ID: 13060000
NICK OLNEY-MILLER
OLNEY-MILLER, NICK
3006-A BARKER ST
SITKA AK 99835

Parcel ID: 13065000
KRISTINA HOFFMAN
HOFFMAN, KRISTINA
621 SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 13080000
PEDRO/SHIRLEY RIETA
RIETA, PEDRO & SHIRLEY
619 SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 13190000
BREEZY/GARY CRANFORD
CRANFORD, BREEZY & GARY
616 SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 13195001
DONALD JONES
JONES, DONALD, C.
P.O. BOX 6205
SITKA AK 99835-6205

Parcel ID: 13195002
KATHRYN FOSTER
FOSTER, KATHRYN, L.
620 SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 13205000
BARBARA ARNDT TRUST
ARNDT TRUST, BARBARA, L.
622 SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 13210000
CHARLES/JAMMIE WILEM.
WILEMAN, CHARLES, D./J.
624 SAWMILL CREEK RD
SITKA AK 99835