



# CITY AND BOROUGH OF SITKA

## Minutes - Draft

### Planning Commission

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Wednesday, March 18, 2026

7:00 PM

Harrigan Centennial Hall

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#### I. CALL TO ORDER AND ROLL CALL

Present: Darrell Windsor (Chair), Robin Sherman (Vice Chair; via Zoom), Wendy Alderson, Margaret Frank  
Absent: Jacquie Foss  
Staff: Amy Ainslie, Kim Davis, Ariadne Will  
Public: Carol Voisin, Kelly Sweeney, ANna Laffrey (Sitka Sentinel), Katherine Rose (KCAW)

**Chair Windsor called the meeting to order at 7:02 p.m.**

#### II. CONSIDERATION OF THE AGENDA

#### III. CONSIDERATION OF THE MINUTES

**A** [PM 26-04](#) Approve the February 18, 2026 meeting minutes.

**M-Alderson/S-Frank moved to approve the February 18, 2026 meeting minutes.  
Motion passed 4-0 by voice vote.**

#### IV. PERSONS TO BE HEARD

#### V. PLANNING DIRECTOR'S REPORT

Ainslie told the commission the Planning Office had received responses from all active short-term rental conditional use permits and planned to present the 2025 Short-Term Rental Report to the commission at its next meeting. She said also that the Tourism Commission had reviewed the proposed cruise ship dock amendment and that staff was to plan a joint listening and work session between the Tourism and Planning commissions. Procurement process to hire a consultant to propose code changes related to telecommunications was also in the works. Ainslie said she estimated that code change process would begin in about a month.

#### VI. REPORTS

#### VII. THE EVENING BUSINESS

**B** [ZA 26-01](#) Public hearing and consideration of a zoning text amendment to Sitka General Code 22.16.015 District Regulations for the GP Gary Paxton Special Zone. The request is filed by the Gary Paxton Industrial Park Board of Directors.

Ainslie reviewed a draft ordinance amending the zoning code regulations for the Gary Paxton Special Zone, the zoning district for the Gary Paxton Industrial Park (GPIP). The proposed code amendment was initiated by the GPIP Board and aimed to recognize the significance of existing park operations, promote further development in concert with the existing uses, designate avenues for further growth in the zone, and bring the district into conformance with all other zoning districts within the city.

The commission asked staff several questions during the overview of the draft ordinance. Most questions were related to the proposed use tables for the zone. The commission requested the following changes to the uses as existed in the draft ordinance: tiny houses on chassis on individual lots were to be made prohibited instead of conditional; petroleum refineries were to be made prohibited instead of conditional; marijuana retail and onsite consumption facilities were to be made prohibited instead of conditional.

The commission wanted to ensure horticulture and related structures remained permitted in the zone--which did not require changing the draft ordinance--and also said the language regarding the purpose of the park was to be sturdy given that it would likely be consulted heavily during the conditional use permit review process.

No public comment was received.

Ainslie said the commission would review the draft ordinance again at a later date, as a motion was needed to recommend the draft ordinance to the Assembly.

**No motion made.**

**C**      [MISC 26-03](#)

Discussion/direction on the process for amending allowable land uses within the Whitcomb Heights Subdivision PUD.

Ainslie presented a discussion item regarding a request from Sound Development, LLC to amend the Whitcomb Heights Subdivision PUD to allow for telecommunications infrastructure on one of the lots. The lot in question--Lot 18, Block 8--is identified in the Shannon & Wilson study as "Moderate" slide risk. Ainslie explained that for the request to be granted, it would require amending the purchase and sale agreement through the Assembly as well as amending the PUD through the Planning Commission. Ainslie classified the Planning Commission's role as to determine whether to allow a change in the purpose of the lot. The current allowed use for the lot was for a single-family home or duplex.

Ainslie said too that the commission could consider changing the uses for other lots in the vicinity that were not suitable for housing. She said such uses could include low-occupancy uses such as storage and laydown yards. Commissioner Sherman said that if uses could help reduce slide risk, she would be agreeable. In response to a question from the commission, Ainslie said that development standards associated with a cell tower could be included within the PUD amendment. She said this could be an alternative to routing a proposal for a cell tower through the conditional use or variance processes. The commission commented that the construction of a cell tower prior to additional development would better allow people to choose whether they wanted to purchase land and build houses near the telecommunications infrastructure.

The commission told staff it wanted to next review a proposed PUD amendment. Ainslie requested further information from the commission regarding acceptable development standards. The commission said it wished to take Commissioner Foss's expertise into consideration and remarked on her absence. The commission said it wanted the applicant to provide a geotechnical analysis prior to construction of a

telecommunications tower and Ainslie suggested a maximum height could be included in the amendment, subject to a satisfactory geotechnical study.

Kelly Sweeney spoke during public comment and expressed appreciation for the commission's work and consideration. She requested any amendment to the PUD include conditions related to geotechnical limitations. She also suggested the city consult an engineer and mentioned a conference she had attended earlier in the month.

Ainslie said it might make sense to wait until the telecommunications code work was underway before continuing with the PUD amendment. She said that she would reach out to Commissioner Foss and possibly those associated with the conference Sweeney had mentioned.

**The commission recessed at 8:44 p.m. and resumed at 8:46 p.m.**

**No motion made.**

## **VIII. ADJOURNMENT**

**Chair Windsor adjourned the meeting at 8:58 p.m.**