



CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

Planning and Community Development Department

AGENDA ITEM

Case No: CUP 23-15
Proposal: Short-term rental
Applicants: Senolden Norwood and Petra Lechner
Owners: Senolden Norwood and Petra Lechner
Location: 1711 Edgumbe Drive Apt B
Legal: Lot 9-B, Mark C. Friday Subdivision
Zone: R-1 - Single-Family/Duplex Residential District
Size: 9,502 square feet
Parcel ID: 2-4766-000
Existing Use: Residential
Adjacent Use: Residential
Utilities: Existing
Access: Edgumbe Drive

KEY POINTS AND CONCERNS

- Property is a duplex, owners reside in unit A and requesting unit B to be the short-term rental
- Unit B has 2 bedrooms and 1½ bath
- Unit will have a maximum occupancy of four guests

ATTACHMENTS

Attachment A: Aerial
Attachment B: As-Built
Attachment C: Floor Plan
Attachment D: Photos
Attachment E: Density Map
Attachment F: Renter Handout
Attachment G: Applicant Materials
Attachment H: Affidavit
Attachment I: Public Comment

BACKGROUND/PROJECT DESCRIPTION

The owners/applicants would like to utilize unit B of their duplex at 1711 Edgecumbe Drive as a short-term rental (STR), unit A is the owners' primary residence. The units are situated side by side with unit A on the south side and unit B on the north side. Unit B has two bedrooms and 1½ bathrooms. There is only one other STR in the immediate vicinity on Edgecumbe drive, with eight other rentals in the greater area. The applicants have supplied a detailed renter handout that clearly outlines house rules, quiet hours, waste management and waste pick up day, allowable usages of the rental, parking, activities, and locations to visit throughout Sitka. The property is buffered to the north and west by mature vegetation, the south side of the property by a rock wall, adjacent to unit A, and to the east by Edgecumbe drive. Access to the rental is directly off Edgecumbe drive, a large well-maintained right-of-way that has several access points to Halibut Point Road.

ANALYSIS

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

a. Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses:

Additional traffic generated from the renters is expected to be minimal as the applicants have identified in their rental handout that there is a one-car maximum for this rental. As Edgecumbe Drive is a well-maintained municipal right-of-way, this additional traffic will not be as noticeable by adjacent properties.

b. Amount of noise to be generated and its impacts on surrounding land use: As the maximum capacity is set at four guests, there is potential for increased noise. It is anticipated that noise generated by guests would be minimal. Language in the Renter Handout provides additional mitigation. Quiet hours are set from 10pm-7am.

c. Odors to be generated by the use and their impacts: In line with normal residential use; garbage disposal shall be consistent with code requirements. Guidance for mitigating potential odors that could attract bears are identified in Renter Handout.

d. Hours of operation: Year-round, 24/7.

e. Location along a major or collector street: Located on Edgecumbe Drive, a major/neighborhood street.

f. Potential for users or clients to access the site through residential areas or substandard street creating a cut-through traffic scenario: Access is on Edgecumbe Drive, and there are no

¹ § 22.24.010.E

other cut-through streets. Renters Handout specifies the routes available to utilize. All connections to Edgumbe Drive are standard, public rights-of-way.

g. Effects on vehicular and pedestrian safety: Minimal impact to existing safety conditions.

h. Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: Site is accessible to emergency services.

i. Logic of the internal traffic layout: A gravel driveway runs along the front of property. There is adequate space to accommodate six vehicles exclusive of the carport.

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

k. Presence of existing or proposed buffers on the site or immediately adjacent the site: Rock barrier on south side of lot with mature vegetation to the north and west side of the property. The property abuts Edgumbe to the east.

l. Relationship if the proposed conditional use is in a specific location to the goals, policies, and objectives of the comprehensive plan: A STR can help support the existing and growing tourism industry by providing transient guests with short-term housing options that allow the potential for more visitors to visit Sitka, bringing in money and creating opportunities for job creation and economic development (consistent with Action ED 6.5). STRs also increase the affordability of housing for owners by offsetting housing costs with rental income. However, STRs correlate with negative impacts to available housing stock for residents, long-term rental rates, and increased purchase prices for housing.

m. Other criteria that surface through public comments or planning commission review: None.

RECOMMENDATION

Staff recommends approval of the request for a short-term rental at 1711 B Edgumbe Drive.

CONDITIONS OF APPROVAL

1. Contingent upon a completed satisfactory life safety inspection.
2. The facility shall be operated consistent with the application, narrative, and plans that were submitted with the request.
3. The applicant shall submit an annual report beginning in 2024, 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 began operation, bed tax remitted, any violations, concerns, and solutions implemented. The report is due within thirty days following the end of the reporting period.
4. The Planning Commission, at its discretion, may schedule a public hearing at any time for the purpose of resolving issues with the request and mitigating adverse impacts on nearby properties upon receipt of meritorious complaint or evidence of violation of conditions of approval.
5. Failure to comply with all applicable tax laws, including but not limited to remittance of all sales and transient lodging tax, shall be grounds for revocation of the conditional use permit.
6. The property owner shall register for a sales account prior to the Conditional Use Permit becoming valid.
7. To mitigate the impact of odor from the short-term rental and comply with bear attraction nuisance requirements, the property owner shall assure all trash is deposited in appropriately secured trash receptacles and only placed on street for collection after 4:00 a.m. on trash collection day.
8. To mitigate parking and traffic impacts, property owner shall provide detailed parking and traffic rules, and shall ensure all parking for all uses (residential or short-term rental) shall occur off-street, on-site, and further that should off-site parking occur at any time, the conditional use permit shall be revoked.
9. Any signs must comply with Sitka General Code 22.20.090.
10. A detailed rental overview shall be provided to renters detailing directions to the unit, transportation options, appropriate access, parking, trash management, noise control/quiet hours, and a general condition to respect the surrounding residential neighborhood. The renter handout shall include an advisory note to tenants to be mindful of vehicle and especially pedestrian traffic in the area, and to exercise caution coming and going from the property in motor vehicles.
11. The property owner shall communicate to renters that a violation of these conditions of approval will be grounds for eviction of the short-term renters.
12. Failure to comply with any of the above conditions may result in revocation of the conditional use permit.

Motions in favor of approval

1. **“I move to approve the conditional use permit for a short-term rental at 1711 B Edgecumbe Drive in the R-1 - Single-Family/Duplex Residential District subject to the attached conditions of approval. The property is also known as Lot 9-B, Mark C. Friday Subdivision. The request is filed by Senolden Norwood and Petra Lechner. The owners of record are Senolden Norwood and Petra Lechner.”**
2. **“I move to adopt and approve the required findings for conditional use permits as listed in the staff report.”**

The Planning Commission shall not approve a proposed development unless it first makes the following findings and conclusions:²

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; *because the property will retain its primary use as a residence and be monitored by the property owners to ensure that there are no resulting impacts or disturbances that would negatively affect health, safety, welfare, neighborhood character, or properties in the surrounding vicinity.*
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 Action ED 6.5 and goals to promote housing affordability.*
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced; *with the applicant living on site in unit A, and opportunities for redress to the Planning Department and/or Planning Commission.*
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. *No hazardous conditions are expected from the use of the property as a short-term rental.*
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. *The property is located on a municipal right-of-way and is served by municipally maintained and operated utilities, no adverse impacts on such facilities or services are expected.*
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 applicant has met the burden of proof through information provided in their application packet.*

² §22.30.160(C)—Required Findings for Conditional Use Permits