



CITY AND BOROUGH OF SITKA

Minutes - Draft

Planning Commission

Wednesday, May 20, 2026

7:00 PM

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

Present: Darrell Windsor (Chair), Robin Sherman (Vice Chair), Wendy Alderson, Jacquie Foss, Katie Riley (Assembly Liaison)
Absent: Margaret Frank (excused)
Staff: Amy Ainslie, Kim Davis
Public: Peg Shea, Pete Jurczak, Carin Adickes, John Emmi, Haley Young, Cambria Holmes, Sam Smith, Kris Calvin, Randy Hughey, Mary Magnuson, Shannon Haugland (Sitka Sentinel)

Chair Windsor called the meeting to order at 7:00 p.m.

II. CONSIDERATION OF THE AGENDA

III. PERSONS TO BE HEARD

IV. PLANNING DIRECTOR'S REPORT

Ainslie said the GPIP zoning text change was set to go before the Assembly on June 9, 2026 for first reading. She said it appeared permit applications had slowed for the season and that she was still working part-time due to illness.

V. REPORTS

VI. THE EVENING BUSINESS

A [MISC 26-05](#)

Public hearing and consideration to amend plat note 8 of the Su'S Heeni Shaak Subdivision regarding a build height restriction for Lot 9 at 1415 Davidoff Street in the R-2 multifamily residential district. The property is also known as Lot 9, Su'S Heeni Shaak Subdivision. The request is filed by Sam Smith. The owner of record is Hard Rock Construction.

Ainslie provided a review of the property at 1415 Davidoff Street and a plat note that intended to preserve viewshed of neighboring properties. Ainslie read from a memo the existing plat note and a plat note amendment proposed by staff which incorporated what was expressed in the applicant's proposed plat note amendment. She suggested a pictorial description be included with the amended plat note submitted for recording with the state. The commission clarified that the intent of the restriction was to remain the same but that the language was to be clarified.

Applicant Sam Smith said he had nothing to add.

Kris Calvin spoke under public comment and said he approved of the plat note revisions proposed by Smith and Ainslie.

The commission did not deliberate.

M-Sherman/S-Alderson moved to approve the amendment of plat note eight (8) of the Su'S Heeni Shaak Subdivision plat, removing the retained setback along the original southeast boundary line of Lot Three (3), Clyde Franks Subdivision, and subjecting this portion of the property to the 133' above sea level height restriction at 1415 Davidoff Street in the R-2 multifamily residential district. The property was also known as Lot Nine (9), Su'S Heeni Shaak Subdivision. The request was filed by Sam Smith. The owner of record was Hard Rock Construction, LLC. Motion passed 4-0 by voice vote.

B [P 26-01](#)

Public hearing and consideration of a conceptual plat of a minor subdivision to result in three lots at 1306 Halibut Point Road in the R-2 multifamily residential district. The property is also known as Lot 2, Little Critter Highlands Subdivision. The request is filed by Randy Hughey for Sitka Community Land Trust. The owner of record is Sitka Community Development Corporation.

Ainslie introduced a conceptual plat for a minor subdivision to result in three lots at 1306 Halibut Point Road in the R-2 multifamily residential district. The property was owned by the Sitka Community Land Trust, which wished to carve out a 6,110 square foot lot to develop further housing. The property fronted an underdeveloped portion of Mills Street. Ainslie noted there was a significant grade change between the developed portion of the right-of-way and the subject property. Further, she pointed out the presence of a storm water drainage on the property. A proposal from the applicant to utilize on-street parking without off-street parking provided could require a variance from the commission at a later date. Ainslie said it was important to consider the impacts of an increase in density on the right-of-way. She stated that the property was buildable, but that conditions and mitigations might be necessary. She said it was the role of the commission to determine how the subdivision could work and result in the development of housing. Given the plat was conceptual, no motion was required of the commission.

In response to commission questions, staff said no city maintenance of the underdeveloped portion of Mills Street currently existed and that two residences presently utilized that portion of the street. Ainslie said it was her understanding that there was not additional land that could be subdivided and accessed by the underdeveloped portion of Mills Street.

Randy Hughey, speaking on behalf of the applicant, told the commission that though challenging, SCLT thought it could develop one house at the subject property. He said any land available to SCLT would be subject to objection as all land was infill. He said a geotechnical engineer had already conducted a report on the site, which had positive results. He said only the first third of the proposed lot was developable and that the presence of on-site parking and a dwelling was not feasible. He said there was concern regarding the further burying of water and sewer lines and that a maintenance agreement would have to be worked out between SCLT and the neighbors. In response to a commission question, Hughey said there was space to develop parking within the Mills Street right-of-way. He said SCLT would extend the existing developed road surface to the south. He said parking near the vet clinic would require walking a significant distance up a steep hill. Hughey said SCLT did not plan to pursue further development of the subject property due to cost and other development challenges.

Sherman said she had concerns about the establishment of a maintenance agreement

for the road and the creation of a cul-de-sac, especially as related to snow removal. Foss said she shared Sherman's concerns and was curious about the results of the geotechnical study. In response to questions from Windsor, Hughey said he hadn't considered placing parking near the vet clinic.

Mary Magnuson and Peter Jurczak spoke under public comment. Magnuson said she had concerns about the development of the street, snow removal, and the creation of a lot with substandard depth. She said she would not sign a maintenance agreement were the right-of-way be further developed. Jurczak noted the steep grade change at the property and said he was curious about whether the hillside above the lot was to be somehow supported.

Hughey spoke again following public comment and said SCLT did not plan to build so far east as to abut the Jurczak property.

During deliberation, the commission noted that the property was a planned unit development and stated skepticism of the development of access and parking on Mills Street. Foss requested discussion of trash handling and feedback from Public Works regarding utilities at the site. The commission said it was interested in a site visit.

No motion made.

C [CUP 26-10](#)

Public hearing and consideration of a conditional use permit for a food trailer at 330 Seward Street in the CBD central business district. The property is also known as Lot 1, Shee Atika Subdivision. The request is filed by John Emmi. The property owner is Scojo, LLC.

Davis introduced a request for a 20-by-8-foot food trailer to be used by the Coldwater Bar and Grill downstairs restaurant at 330 Seward Street in the CBD central business district. An existing conditional use permit for a food truck was held by Red Herring at the property. The trailer was not to be used to serve walk-up customers but was instead to serve as a kitchen extension for the downstairs portion of the restaurant. The food trailer was to be perpendicular to Lincoln Street and the Red Herring truck was to be parallel to the street. The applicant had scheduled no deliveries to the hotel from 10am to 3:30pm to preserve the safety of the parking lot. No parking was required in the CBD.

Applicant John Emmi said it was difficult to bring food from the existing kitchen to the downstairs space and so sought the food trailer as a solution. He said the food trailer would allow the facility to better serve cruise visitors. He said he had worked with DEC to adhere to all regulations.

No public comment was received and the commission did not deliberate.

M-Alderson/S-Sherman moved to approve the conditional use permit for a food trailer at 330 Seward Street in the CBD central business district subject to the attached conditions of approval. The property was also known as Lot One (1), Shee Atika Subdivision. The request was filed by John Emmi. The owner of record was Scojo, LLC. Motion passed 4-0 by voice vote.

M-Alderson/S-Sherman moved to adopt and approve the required findings for conditional use permits as listed in the staff report. Motion passed 4-0 by voice vote.

D [CUP 26-11](#)

Public hearing and consideration of a conditional use permit for a food truck at

331 Lincoln Street in the CBD central business district. The property is also known as a fractional portion of Survey 404, Tract J, Block 6, of the Townsite of Sitka. The request is filed by Cambria Holmes. The owner of record is The Anunnaki, LLC.

Davis reviewed a request for a conditional use permit for a food truck at 331 Lincoln Street in the CBD central business district. The property had an existing CUP for a food truck that was also utilized. The existing food truck was to be parallel to Lincoln Street and the additional food truck was to be perpendicular to the street. The applicant was planning on placing planters around the area to contain the food trucks and customers.

Applicant Cambria Holmes said she did not have anything to add. No public comment was received and the commission did not deliberate.

M-Sherman/S-Alderson moved to approve the conditional use permit for a food truck at 331 Lincoln Street in the CBD central business district, subject to the attached conditions of approval. The property was also known as a fractional portion of Survey 404, Block J, Block Six (6), of the Townsite of Sitka. The request was filed by Cambria Holmes. The owner of record was The Anunnaki, LLC. Motion passed 4-0 by voice vote.

M-Sherman/S-Alderson moved to adopt and approve the required findings for conditional use permits as listed in the staff report. Motion passed 4-0 by voice vote.

VII. ADJOURNMENT

Chair Windsor adjourned the meeting at 8:43 p.m.