



# CITY AND BOROUGH OF SITKA

## Minutes - Draft

### Planning Commission

---

Wednesday, June 3, 2026

7:00 PM

Harrigan Centennial Hall

---

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

Present: Darrell Windsor (Chair), Wendy Alderson, Margaret Frank, Jacquie Foss, Katie Riley (Assembly Liaison)

Absent: Robin Sherman (excused)

Staff: Amy Ainslie, Kim Davis, Ariadne Will

Public: Casey Finn, Roger Schmidt, 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 announced that she was to take a leave of absence from June 15 through July 31. She checked with the commission that a quorum could be met for the scheduled July 1 meeting and discussed two Planning Commission site visits to be scheduled at later dates to satisfy conditions of approval on past permits.

#### V. REPORTS

#### VI. THE EVENING BUSINESS

##### A [CUP 26-13](#)

Public hearing and consideration of a conditional use permit for an accessory dwelling unit (ADU) at 2011 Sawmill Creek Road in the R-1 LDMH single-family residential or duplex low density or single-family low density manufactured home district. The property is also known as Lot 1B, Hansen-Ness Subdivision. The request is filed by Casey Finn. The owner of record is Finn's Excavation LLC.

Davis introduced a request for a conditional use permit for an accessory dwelling unit at 2011 Sawmill Creek Road in the R-1 LDMH single-family, duplex, and single-family manufactured home low density district. Applicant Casey Finn was requesting three of the 14 requirements for ADUs to be waived: the structure was to be the first on the property, was unlikely to match the future single-family home, and was to exceed the 800 square-foot maximum size by ten feet, at 810 square feet.

Finn told the commission he was no longer planning on subdividing the property. During deliberation, the commission said it had no concerns with the request. No public comment was received.

**M-Alderson/S-Foss moved to approve the conditional use permit for an accessory dwelling unit at 2011 Sawmill Creek Road in the R-1 LDMH single-family, duplex, and single-family and manufactured home low-density district subject to the attached conditions of approval. The property was also known as Lot One-B (1B), Hansen-Ness Subdivision. The request was filed by Casey Flinn. The owner of record was Finn Excavation, LLC. Motion passed 4-0 by voice vote.**

**M-Alderson/S-Foss 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.**

**B**      [CUP 26-14](#)

Public hearing and consideration of a conditional use permit for an assembly use in the Smokestack building at 801 Lincoln Street in the R-2 multifamily residential district. The property is also known as Lot 1-A, Sitka Fine Arts Campus Subdivision. The request is filed by Roger Schmidt. The owner of record is Alaska Arts Southeast, Inc.

Ainslie reviewed a request from Roger Schmidt for an assembly hall use on the Sitka Fine Arts Camp campus at the Smokestack building. The property was zoned R-2 residential. Ainslie said in her analysis that the use of the building as an assembly space was a nonconforming use within the R-2 zone, but that the building was part of a larger property that constituted an existing, legal nonconforming use within the zone. She said the proposed use of the Smokestack building--which the applicant said was not to be used by more than 45 people at a time--was in line with existing uses on the property.

Ainslie noted that while staff recommended approval of the proposal, the applicant was to complete the change of occupancy process through the building department prior to operating with the new use. Ainslie also discussed options for parking for the proposed use but the commission determined no additional parking was necessary. The commission noted that the campus had several uses that did not all take place during the same hours. It said the applicant could alert visitors to appropriate parking for evening and weekend events that might be restricted during the workweek.

Schmidt said in his comments to the commission that more parking could be created but that he did not think it necessary. He said also that he wished to change the zoning designation of the campus but that he and city staff had not gotten around to it.

No public comment was received. The commission agreed with Schmidt during deliberation and proposed no additional parking.

**M-Foss/S-Alderson moved to waive additional parking requirements for this use in accordance with SGC 22.10.16(C)(2) in order to mitigate impacts that would come from additional parking requirements (namely disturbance of natural vegetative buffers). Motion passed 4-0 by voice vote.**

**M-Foss/S-Alderson moved to approve the conditional use permit for assembly use at 801 Lincoln Street in the R-2 multifamily residential district subject to the attached conditions of approval. The property was also known as Lot One-A (1-A), Sitka Fine Arts Camp Subdivision. The request was filed by Roger Schmidt. The owner of record was Alaska Arts Southeast, Inc. Motion passed 4-0 by voice vote.**

**M-Foss/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.

**VIII. ADJOURNMENT**

Chair Windsor adjourned the meeting at 7:56 p.m.