



CITY AND BOROUGH OF SITKA

Minutes - Draft

Planning Commission

Wednesday, January 19, 2022

7:00 PM

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

Present: Darrell Windsor (Acting Chair), Stacy Mudry, Wendy Alderson, Katie Riley, Thor Christianson (Assembly Liaison)
Absent: Chris Spivey (Excused)
Staff: Amy Ainslie, Ben Mejia
Public: Cameo Padilla, Brooks Areson, Maegan Bosak, Shauna Thornton, Mike Daly, Tamy Stevenson, Peter Vu, Jacyn Schmidt, Kent Barkhau, Mike Schmetzer, Ariadne Will (Sitka Sentinel)

Acting Chair Windsor called the meeting to order at 7:00pm.

II. CONSIDERATION OF THE AGENDA

The Commission recognized that item ZA 22-01 had been postponed.

III. CONSIDERATION OF THE MINUTES

- A** [PM 22-01](#) Approve the December 15, 2021 meeting minutes.

Attachments: [12.15.21 DRAFT minutes](#)

**M-Mudry/S-Riley moved to approve the December 15, 2021 meeting minutes.
Motion passed 4-0 by voice vote.**

- B** [PM 22-02](#) Approve the December 15, 2021 special meeting minutes.

Attachments: [12.15.21 special meeting DRAFT](#)

M-Mudry/S-Riley moved to approve the December 15, 2021 special meeting minutes. Motion passed 4-0 by voice vote.

IV. PERSONS TO BE HEARD

V. PLANNING DIRECTOR'S REPORT

Ainslie informed the Commission that item ZA 22-01 had been postponed until the February 16th meeting at the request of the applicant. New public notices would be sent out to neighboring property owners. Ainslie notified the Commission that the Planning Commission decision on CUP 21-19 had been appealed by the applicant and would be heard by the Assembly at their January 25th meeting. Ainslie reported that the short-term rental annual reports would be sent to permit holders by the end of the

week.

VI. REPORTS

VII. THE EVENING BUSINESS

C [CUP 22-01](#)

Public hearing and consideration of a conditional use permit for a short-term rental at Crescent Harbor, Float 3, Slip 2 in the P- Public Lands district. The property is also known as a portion of ATS 15. The request is filed by Cameo Padilla and Brooks Areson. The owners of record are Cameo Padilla and Brooks Areson.

Attachments: [CUP 22-01 Padilla Equinox at Crescent Harbor 3-02 STR Staff Report](#)
[CUP 22-01 Padilla Equinox at Crescent Harbor 3-02 STR Aerial](#)
[CUP 22-01 Padilla Equinox at Crescent Harbor 3-02 STR Harbor Map](#)
[CUP 22-01 Padilla Equinox at Crescent Harbor 3-02 STR Photos](#)
[CUP 22-01 Padilla Equinox at Crescent Harbor 3-02 STR Vessel Layout](#)
[CUP 22-01 Padilla Equinox at Crescent Harbor 3-02 STR Coast Guard Check](#)
[CUP 22-01 Padilla Equinox at Crescent Harbor 3-02 STR Renter Handout](#)
[CUP 22-01 Padilla Equinox at Crescent Harbor 3-02 STR Applicant Materials](#)

Ainslie introduced the request for a short-term rental on the M/V Equinox in Crescent Harbor float 3, slip 2. Ainslie explained that per policy regarding short-term rentals in harbors, permits were limited to 2 per harbor with a maximum of 10 in the harbor system, were reviewed by Ports and Harbors Commission for recommendation prior to Planning Commission review, permits were terminated in the event the boat is sold or moved, and paid the Harbor Department live-aboard and annual fees. Ainslie noted that the Ports and Harbors Commission voted unanimously in support of the application at their November 10th, 2021 meeting. Ainslie explained that the applicants have had 2 vehicles used as short-term rentals in Eliason Harbor, the Morning Glass and now the Equinox. Previous permits held by the applicants have met the conditions of approval and other requirements and have not received complaints about their operations as a tour vessel during the shoulder seasons. Ainslie noted the 53' vessel could accommodate up to 6 people with 3 guest rooms, a living space, kitchen, and 2 heads. Ainslie explained that while public parking was available around Crescent Harbor, it was in high demand. Ainslie added that applicants have found most guests did not rent a vehicle and therefore would not impact parking. Ainslie described the potential impacts as comparable to live aboards, renters would be informed that they were in a working harbor and would observe quiet hours and proper waste disposal. Ainslie explained that the Coast Guard vessel check had been satisfactorily completed. Ainslie noted that the item was supported by Comprehensive Plan ED 6.5. Staff recommended approval.

Mudry asked how many short-term rentals were in harbors. Ainslie replied that there were 2 including the applicant.

The applicants Cameo Padilla and Brooks Areson were present. Riley asked the applicants if they were aware of any neighbor concerns. The applicants responded that they did not anticipate any detrimental impacts to their neighbors as they operated at different seasons.

The Commission opened the floor for public comment.

Ainslie read submitted public comment from Ken Nelson and Dylan Haley, who opposed the proposal due to concerns to potential impacts to other harbor users.

Mike Daly spoke in opposition of the proposal. Daly voiced concern that the application was being processed while many of the neighboring harbor users were out of town. Daly recalled that Crescent Harbor used to have a policy that did not allow for live aboards. Daly added that services to the harbor, such as garbage and parking were stressed as things were and suggested that the item be postponed to give more neighboring fishermen an opportunity to comment.

The Commission asked staff about the public notice procedure. Ainslie explained that notices were mailed to the mailing addresses on file with the Harbors Department for all slips on the finger approximately two weeks before the meeting date, with the mail for this item being sent out January 7th.

The Commission discussed the change of Crescent Harbor to allow live-aboards, which was recalled as about 6 or 7 years ago.

The applicants explained that they did not realize there would be opposition to the proposal and requested an opportunity to postpone to allow for time to discuss the proposal with their neighbors. The Commission agreed that postponing to allow the applicants the opportunity to speak with their neighbors would be appropriate.

M-Mudry/S-Riley moved to postpone the item for one month. Motion passed 4-0 by voice vote.

D [ZA 22-01](#)

Public hearing and consideration of a request for a zoning map amendment to rezone 205 Shotgun Alley from SFLD single-family low density district to R-1 LDMH single-family and duplex residential district. The property is also known as Lot 3, Cedars Subdivision. The request is filed by Barth Hamberg. The owner of record is Barth Hamberg.

Attachments: [ZA 22-01_Hamberg_205 Shotgun Alley_ZMA_Staff Report](#)
[ZA 22-01_Hamberg_205 Shotgun Alley_ZMA_Aerial](#)
[ZA 22-01_Hamberg_205 Shotgun Alley_ZMA_Zoning Map](#)
[ZA 22-01_Hamberg_205 Shotgun Alley_ZMA_Plat](#)
[ZA 22-01_Hamberg_205 Shotgun Alley_ZMA_Deed](#)
[ZA 22-01_Hamberg_205 Shotgun Alley_ZMA_Photos](#)
[ZA 22-01_Hamberg_205 Shotgun Alley_ZMA_Applicant Materials](#)

Item postponed by applicant.

E [VAR 22-01](#)

Public hearing and consideration of a variance request for an increase to the maximum allowable height of principal structures from 40' to 126' at

227 Tongass Drive in the P - public lands district. The property is also known as Lot 1, SEARHC Subdivision according to Plat 2020-19. The request is filed by Southeast Alaska Regional Health Consortium. The owner of record is Southeast Alaska Regional Health Consortium.

Attachments: [V 22-01 SEARHC 227 Tongass Drive Height Variance Staff Report](#)
[V 22-01 SEARHC 227 Tongass Drive Height Variance Aerial](#)
[V 22-01 SEARHC 227 Tongass Drive Height Variance Site & Elevation Plan](#)
[V 22-01 SEARHC 227 Tongass Drive Height Variance Plat](#)
[V 22-01 SEARHC 227 Tongass Drive Height Variance Photos](#)
[V 22-01 SEARHC 227 Tongass Drive Height Variance Applicant Materials](#)

Ainslie introduced the request for a height variance from the maximum height of 40' to allow for a 126' tall hospital structure at 227 Tongass Drive. Ainslie explained that the proposal would accommodate for wetlands preservation and modern hospital design of smaller floor plans to reduce patient travel distances along hospital floors. Ainslie explained that there were no anticipated impacts from the proposal as there were no buildings close to the site to be impacted by loss of light and the site was far from an arterial road and would not impact motorist visibility. Ainslie noted that the existing hospital already exceeded the height limit. Ainslie explained that a condition of approval had been included that the applicant must provide proof of review and approval from the Federal Aviation Administration prior to Planning Department approval of the associated building permit.

Ainslie explained that the proposal was supported by the Comprehensive Plan as development of regional health care services was listed as an economic opportunity as well as action item LU 8.2 to encourage efficient development through the easing of development standards. Staff recommended approval.

Windsor asked if the mechanical room at the top of the structure was included in the calculation. Ainslie explained that the mechanical room was included in the height request though was not counted toward code analysis in determining total building height as it provided no additional floor space.

Representing the applicant, Meagan Bosak was present. Bosak explained that the proposal was for 2 towers connect by a 3 floor corridor.

The Commission voiced their approval of the request with the conditions listed in the staff report.

M-Alderson/S-Riley moved to approve the variance for an increase in the maximum height of principal structures at 227 Tongass Drive in the Public lands district subject to the conditions of approval as listed in the staff report. The property is also known as Lot 1, SEARHC Subdivision. The request was filed by the Southeast Alaska Regional Health Consortium. The owner of record was the Southeast Alaska Regional Health Consortium. Motion passed 4-0 by voice vote.

M-Alderson/S-Riley moved to adopt and approve the required findings for variances involving major structures or expansions as listed in the staff report.

Motion passed 4-0 by voice vote.

F [VAR 22-02](#)

Public hearing and consideration of a variance request for a reduction to the parking requirement at 227 Tongass Drive in the P- public lands district. The property is also known as Lot 1, SEARHC Subdivision according to Plat 2020-19. The request is filed by Southeast Alaska Regional Health Consortium. The owner of record is Southeast Alaska Regional Health Consortium.

Attachments: [V 22-02 SEARHC 227 Tongass Drive Parking Variance Staff Report](#)
[V 22-02 SEARHC 227 Tongass Drive Parking Variance Aerial](#)
[V 22-02 SEARHC 227 Tongass Drive Parking Variance Site and Parking Plan](#)
[V 22-02 SEARHC 227 Tongass Drive Parking Variance Plat](#)
[V 22-02 SEARHC 227 Tongass Drive Parking Variance Photos](#)
[V 22-02 SEARHC 227 Tongass Drive Parking Variance Applicant Materials](#)

Ainslie introduced the request for a parking variance to reduce the required number of parking spaces for the proposed hospital at 227 Tongass Drive. Ainslie noted that for the parking calculation of 1 space per 5 occupants, the proposed maximum occupancy of 1,623 would require 325 spaces. Ainslie explained that the parking requirements were intended to be on-site and did not allow for campus parking where surplus parking spaces on a lot could count toward a deficit on the proposed lot, however staff provided analysis for both interpretations which indicated a parking deficit under both models. Ainslie noted that the applicants, Southeast Alaska Regional Health Consortium (SEARHC), calculated their total parking needs as 415 and their campus parking for 428, representing a 17% surplus from applicant anticipated peak demand. Ainslie explained that without knowing the parking needs of other buildings and uses, staff could not calculate campus parking needs. Ainslie noted that additional rationale provided by the applicant were that the hospital also provided care for out of town patients that did not use parking while at the hospital, the protection of wetlands, the ability to ensure appropriate driving aisles as well as ease of access, and that less parking may contribute to less traffic which Ainslie noted was not further explained in the application. Staff recommended approval.

Mudry asked what the peak occupancy of the current hospital was. Ainslie replied that she believed it was similar to proposed.

Representing the applicant, Maegan Bosak was present and responded that she did not have specific numbers for current occupancy. Bosak reiterated that the parking studies conducted by the applicant showed that the proposed parking provided a 17% surplus from parking needs and that transportation services to the hospital were available. Bosak also mentioned that the applicants provided incentives to employees to commute by walking or biking. Riley asked if there was public transit for staff. Bosak responded that a transit stop was planned as part of their development. Mudry and Windsor expressed concern that the proposal may not provide sufficient parking while space for additional parking was still available on the lot. Mudry asked what would happen with the existing hospital. Bosak responded that SEARHC had considered demolishing or re-purposing the building but a choice had not been made.

Alderson commented that in situations of parking constraints, specialty parking designations can be misused. Riley suggested a condition be added that public transit

for employees be provided, Ainslie responded that such a condition may not be feasible. The Commission discussed a condition to ensure the no fewer campus parking be available in the event of changes to the campus. Bosak suggested that a legal parking agreement could be placed as a condition to ensure the consistency of campus parking. The Commission voiced their approval of this condition.

M-Riley/S-Alderson moved to approve the variance to decrease required parking associated with a proposed hospital at 227 Tongass Drive in the Public lands district subject to the conditions of approval as listed in the staff report and amended to add the condition of a legal parking agreement to ensure the continued access, use, and number of campus parking spaces provided on other lots as proposed on the site plan. The property was also known as Lot 1, SEARHC Subdivision. The request is filed by the Southeast Alaska Regional Health Consortium. The owner of record was the Southeast Alaska Regional Health Consortium. Motion passed 4-0 by voice vote.

M-Riley/S-Alderson moved to adopt and approve the required findings for variances involving major structures or expansions as listed in the staff report. Motion passed 4-0 by voice vote.

G [CUP 20-12](#)

Public hearing and consideration of an outstanding condition of approval for a site plan review associated with CUP 20-12 request for a hospital in the public lands district at 1235 Seward Avenue, 201, 219, and 222 Tongass Drive. The properties are also known as Lots 6, 7, 11A, and 11B USS 1496. The request is filed by the Southeast Alaska Regional Health Consortium. The owner of record is the Southeast Alaska Regional Health Consortium.

Attachments: [CUP 20-12 Site Plan Review Staff Memo](#)
[CUP 20-12 Site Plan Review Aerial](#)
[CUP 20-12 Site Plan Review 2020 Staff Report and Minutes](#)
[CUP 20-12 Site Plan Review Site Plan](#)
[CUP 20-12 Site Plan Review Narrative](#)
[CUP 20-12 Site Plan Review Photos](#)
[CUP 20-12 Site Plan Review Plat](#)

Ainslie introduced the item as a review of a conditional use permit approved by the Commission at their August 5, 2020 meeting. Ainslie explained that since the original permit, the legal description and address have changed due to a lot merger. Ainslie detailed the required information for the outstanding condition of approval to be considered satisfied. Ainslie listed site plan, elevation view, floor plans, traffic volume and flow analysis, parking plan, full list of services, anticipated employee numbers, maximum occupancy, signage plan, buffering to adjacent uses, location and dimensions of loading berths as outstanding items that had been met by the applicant. Ainslie provided additional analysis that had been noted as incomplete upon first review given lack of site plan details. Ainslie provided analysis on the amount of vehicular traffic, cut through traffic scenarios, the logic of the internal traffic layout, and the effects of signage on nearby uses.

Ainslie asked the Commission to determine whether the outstanding condition of approval regarding site plan review had been satisfied.

Windsor asked if more staff was proposed and the implication it would have on Sitka's rural status.

Representing the applicant, Maegan Bosak was present and replied that she did not believe the increase to staff would jeopardize Sitka's rural status.

The Commission opened the floor for public comment.

Kent Barkhau asked for consideration of the amount of energy use needed for the hospital, which would require a third of current capacity. Windsor asked staff if electrical impacts were considered. Ainslie explained that the Electric Department had reviewed the proposal. Christianson added that providing a dedicated line to Japonski Island had been discussed.

Riley asked if the applicants were to present their development plans to the broader community. Bosak responded that they would and community groups could schedule presentations through their marketing team.

The Commission agreed that the outstanding condition had been met.

M-Riley/S-Mudry moved that condition of approval number one attached to CUP 20-12 had been satisfied. The restriction on Planning Department approval of the foundation permit as described in condition number two of this permit was hereby lifted. All other conditions attached to the permit remained in effect. Motion passed 4-0 by voice vote.

M-Riley/S-Mudry moved to adopt the required findings for conditional use permits as listed in the staff report in conjunction with the now completed application for a hospital at 227 Tongass Drive in the Public lands district subject to the modified conditions of approval. The property was also known as Lot 1, SEARHC Subdivision. The request was filed by the Southeast Alaska Regional Health Consortium. The owner of record was the Southeast Alaska Regional Health Consortium. Motion passed 4-0 by voice vote.

H [MISC 22-01](#)

Discussion/Direction on Short-Term Tourism Plan final draft.

Attachments: [FINAL DRAFT Short-Term Tourism Plan](#)

Ainslie introduced the discussion on the short-term tourism plan as an opportunity to make any desired edits to the draft before final submission to the Assembly. Ainslie noted that the budget information had been updated and the note on use of the area below O'Connell bridge had been included. Ainslie stated that the schedule for Assembly review was discussion of the proposal January 25th and possible adoption on February 8th.

The Commission opened the floor for public comment. Tammy Stevenson voiced concern of potential impacts to downtown businesses and asked about notification process for engagement with downtown businesses. Windsor replied that every meeting had been advertised and open to the public. Ainslie explained that while there had not been a mass mailing to businesses, staff had canvassed downtown businesses and organizations for involvement, and collected an email list of approximately 150 participants to be notified on tourism planning meetings.

Christianson added that the Assembly had split the discussion across 2 meetings to allow for additional public comment and involvement. Kent Barkhau commented that there had never been community discussion on whether cruise tourism growth was in the best interest of the community.

Riley asked that the community survey be added to the appendix of the plan.

M-Mudry-S-Riley moved to recommend Assembly approval and adoption of the Short-Term Tourism Plan. Motion passed 4-0 by voice vote.

I [MISC 22-02](#)

Discussion/Direction to change the regular meeting time from 7:30 pm on the first and third Wednesday each month to 7:00 pm on the first and third Wednesday each month.

The Commission voiced their approval of moving the regular meeting time back to 7:00pm.

M-Riley/S-Mudry moved to change the regular meeting time from 7:30pm on the first and third Wednesday of each month to 7:00pm on the first and third Wednesday of each month. Motion passed 4-0 by voice vote.

VIII. ADJOURNMENT

Seeing no objections, acting Chair Windsor adjourned the meeting at 9:29pm.