



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Memorandum

TO: Jim Dinley, Municipal Administrator
Mayor Westover and Members of the Assembly

FROM: Melissa Henshaw, Planner I *MH*

SUBJECT: Conditional Use Permit for Jim/Darcy Michener for Manufacturing Food Products

DATE: June 8, 2011

The Sitka Planning Commission is unanimously recommending approval, with conditions, of a conditional use permit for manufacturing food products at 207 Smith Street. This location on Smith Street is the building that previously contained the Allen Marine retail store.

The property is zoned C-2 general commercial mobile home district. The property is owned by Baranof Investments, LLC. The manufacturing of the sea salt will be operated by Jim Michener. The board's recommendation followed a public hearing on May 17, 2011.

This parcel is currently used as mostly storage, however the building itself has three bays. Mr. Michener will lease the smallest bay in the middle of the building to produce his sea salt. This is size appropriate and properly sprinkled per DEC regulations and fire permits, due to the lower ceiling. Reducing of the sea water will take place next door, on an empty lot between this building and the Schmolck building. The bring will then be transported back to this building to complete the process. The water is to be trucked in with a flatbed type of truck then the final product exported by a 4-Runner type of vehicle.

The Planning Commission is recommending approval with the following conditions:

1. The project shall be completed in conformance with the plans submitted in the conditional use application to the Planning Commission;
2. Prior to the activation of the conditional use permit, the operator of the facility shall certify to the municipality, in writing, that all necessary permits have been received;
3. In addition, prior to the activation of the conditional use permit, the Planning Director shall indicate, in writing, that all permits have been received that the municipality considers necessary;
4. The applicant recognizes that other permits, not specifically mentioned by the municipality, may be required;
5. The applicant shall provide a narrative on the status of operations nine months after the activation of the conditional use permit;
6. The Planning Commission has an annual review of the first nine to twelve months of operation of the facility within one year of the activation of the conditional use permit. The purpose of the annual review is to determine what, if any impacts of the operation,

Providing for today...preparing for tomorrow

need to be mitigated. The Planning Commission, by its own motion, may undertake a second annual review if the board considers it to be necessary and;

7. The Assembly, at its discretion, may complete an annual review if any issues are not satisfactorily resolved at the Planning Commission level.

Seven public comments came in letter form in support of the proposed conditional use permit request by neighboring property owner and renters.

The Planning Commission held one hearing on the request.

The Planning Commission minutes, that include a follow up motion making the necessary findings, are attached.

RECOMMENDED ACTION:

Approve the conditional use request with the conditions recommended by the Planning Commission.