

# City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

*Coast Guard City, USA*

## MEMORANDUM

**To:** Mark Gorman, Municipal Administrator  
Mayor McConnell and Members of the Assembly

**From:** Maegan Bosak, Planning and Community Development Director *MB*

**Subject:** Moore- Outdoor Restaurant/Portable Structure Conditional Use Permit

**Date:** May 4, 2015

---

The Planning Commission is recommending approval of a conditional use permit request for operation of an outdoor restaurant/portable structure filed by Ashley Moore at 331 Lincoln Street. Action on this item was taken at the April 21, 2015 Planning Commission meeting. The recommendation to approve the request with conditions, based on the following findings, passed unanimously 5-0.

Ms. Moore is requesting a conditional use permit to operate an outdoor restaurant/portable structure in front of the Coliseum Theatre. The food truck will be serving locally caught fish for 6-7 days per week, May through September. All food prep will take place in a DEC approved commissary kitchen. CBS code allows mobile food carts but registered trailers or vehicles require a permit.

The Planning Commission discussed a number of issues including hours of operation, line formation, trash receptacles and tent placement. A condition placed on the motion required a revised site plan illustrating the proposed tent placement. The applicant has submitted and the plan is included in your packets.

The central business district, CBD, is designed specifically for concentrated retail, personal and business services of all kinds satisfying all residents in one central location. It should further prohibit exclusive residential or industrial uses which would interfere with the development and continuation of its cohesive business purposes.

The proposed activity is in conformance with Comprehensive Plan 2.5 *Urban Residential Goals and Policies* specifically 2.5.2 *To encourage commercial and industrial developments of a quality that does not adversely impact any adjacent recreational and residential areas.*

**Recommendation:**

Approve the recommended request with the following conditions and findings.

---

Providing for today...preparing for tomorrow

**MOTION: M/S SPIVEY/POHLMAN** moved to approve the following findings.

**22.30.160 Planning commission review and recommendation.**

C. Required Findings for Conditional Use Permits. **The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:**

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.
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.
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.
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.
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.
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 city may approve, approve with conditions, modify, modify with conditions, or deny the conditional use permit. The city may reduce or modify bulk requirements, off-street parking requirements, and use design standards to lessen impacts, as a condition of the granting of the conditional use permit. In considering the granting of a conditional use, the assembly and planning commission shall satisfy themselves that the general criteria set forth for uses specified in this chapter will be met. The city may consider any or all criteria listed and may base conditions or safeguards upon them. The assembly and planning commission may require the applicant to submit whatever reasonable evidence may be needed to protect the public interest.

**The general approval criteria are as follows:**

1. Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;
2. Utilities and service requirements of the proposed use, including sewers, storm drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public utilities in establishing conditions under which the conditional use may be permitted;
3. Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;

4. Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements;

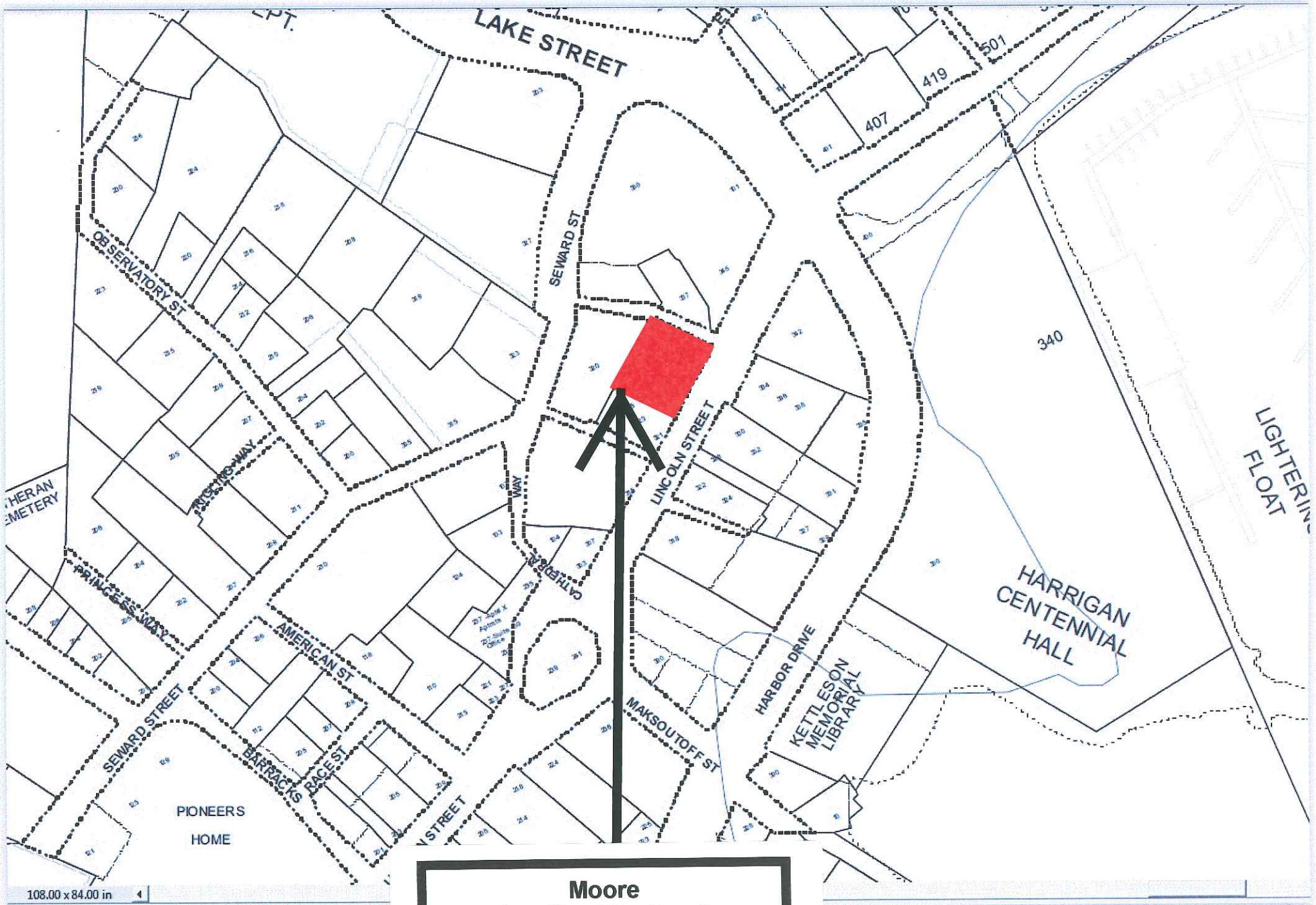
5. Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts.

**ACTION:** Motion **PASSED 5-0** on a voice vote.

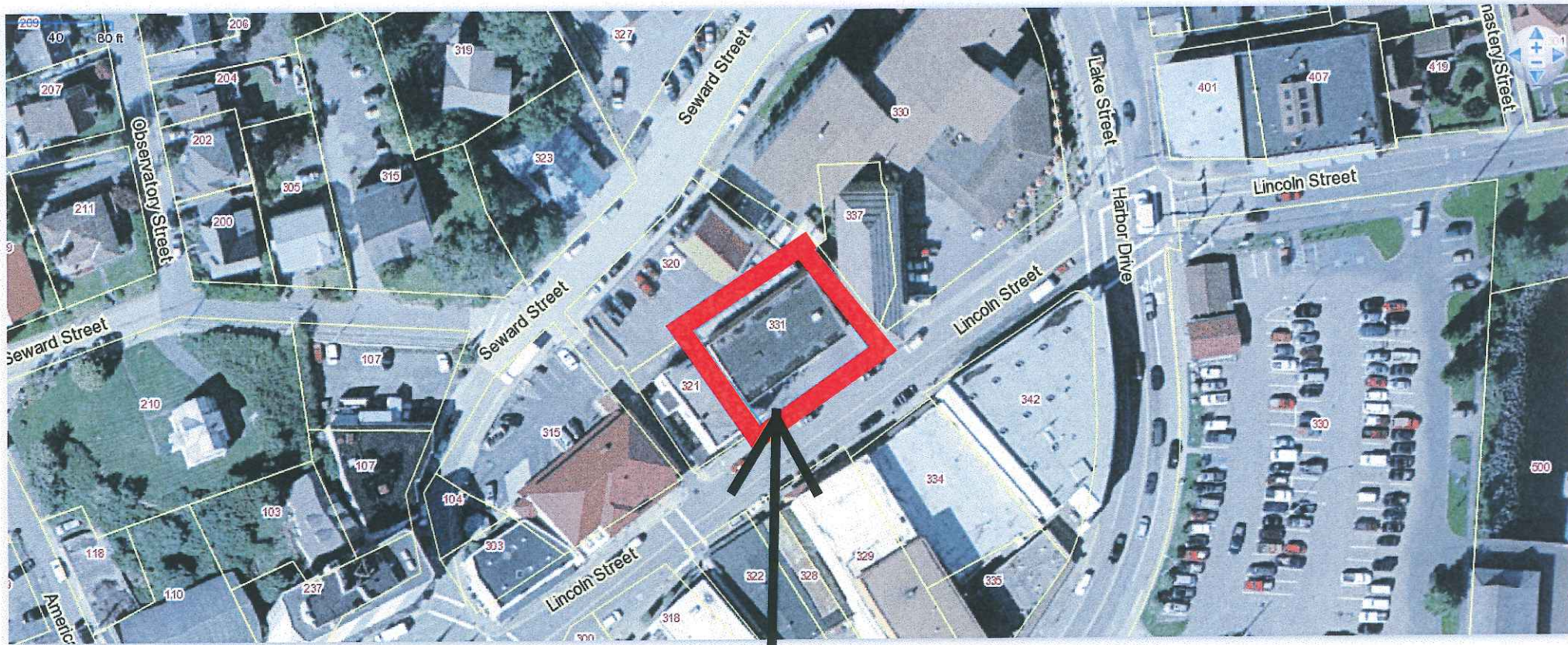
**MOTION: M/S SPIVEY/WINDSOR** moved to recommend approval of a conditional use permit for an outdoor restaurant portable structure requested by Ashley Moore at 331 Lincoln St. The property is also known as a portion of Tract J of U.S. Survey 404. The owner of record is Christopher Bowen with the following conditions:

1. The facility shall be operated consistent with the application and plans that were submitted with the request including the location.
2. The Planning Commission, at its discretion, may schedule a public hearing at any time following the first year of operation for the purpose of resolving issues with the request and mitigating adverse impacts on nearby properties.
3. Failure to comply with any of the conditions may result in revocation of the conditional use permit.
4. Must gain all necessary agency permits.
5. Must submit an updated site plan showing the proposed tent and tables.

**ACTION:** Motion **PASSED 5-0** on a voice vote.



**Moore**  
Conditional Use Permit  
331 Lincoln Street



**Moore**  
Conditional Use Permit  
331 Lincoln Street



**Moore**  
Conditional Use Permit  
331 Lincoln Street



**Moore**  
Conditional Use Permit  
331 Lincoln Street



**Moore**  
Conditional Use Permit  
331 Lincoln Street



# Coliseum Theatre (Lot 331)

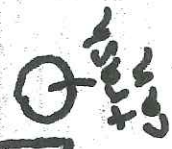
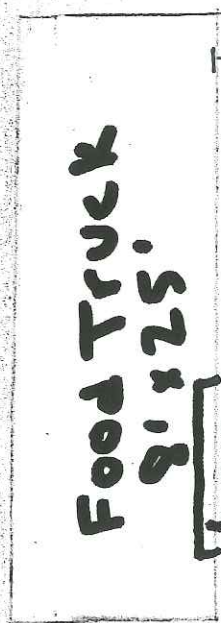


Water  
EXIT

Lot 321

62'

30'



20 FT.

62' x 30'  
gravel area

Sidewalk

Lincoln St.

**Moore**  
Conditional Use Permit  
331 Lincoln Street

**CITY AND BOROUGH OF SITKA  
PLANNING DEPARTMENT  
CONDITIONAL USE PERMIT APPLICATION**

Conditional Use Permit FEE \$100.00  
\*plus current city sales tax\*

APPLICANT'S NAME: Ashley Moore  
PHONE NUMBER: 206-852-9151  
MAILING ADDRESS: P.O. BOX 6084 Sitka, AK 99835

OWNER'S NAME: \_\_\_\_\_  
*(If different from applicant)*  
PHONE NUMBER: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_

PROJECT ADDRESS: 335 Lincoln St.  
LEGAL DESCRIPTION Lot: 331 Block: \_\_\_\_\_  
Subdivision: \_\_\_\_\_  
U.S. Survey: \_\_\_\_\_ Zoning Classification: CRD

List specific request: To open a Food Truck for business selling Wild Alaskan Fish

State all reasons for justifying request: Please see attached letter

List all features and details of request: Please see attached letter

State the schedule and timing of request: Please see attached letter

Please attach drawings, maps, and additional narrative as appropriate.

The applicant must verify, to the satisfaction of the Public Works Department, that utility lines and services are not under proposed structures.

In applying for and signing this application, the property owner hereby grants permission to Municipal staff access the property before and after Planning Commission's review for the purposes of inspecting the proposed and/or approved structures.

SIGNATURE OF APPLICANT: Ashley Moore Date: 04/07/15  
SIGNATURE OF OWNER: [Signature] Date: 4-8-15  
*(If different from the applicant)*

Approval will be based on plans submitted or approved by the Planning Commission or Assembly

**Moore**  
Conditional Use Permit  
331 Lincoln Street

**REASONS FOR JUSTIFYING REQUEST:**

- The lot I am requesting to do business at is privately owned.
- Denying my request would be preventing Scott Bowen(owner of Coliseum Theater) from making money on his own property.
- My truck will be serving something different than what is offered in town right now. A truck that offers all locally caught wild Alaskan fish for reasonable prices.
- I have all my ducks in a row in terms of having a truck built to the strictest of regulations, and have been in the food industry for over 15 years (with a culinary degree from the French Culinary Institute).
- No disrespect to any other mobile vendors, but I feel like most of those who have been granted approval to do business in the Central Business District have offered unhealthy, processed food. Hot dogs, chips, etc. I would like to serve a healthier option for those who want to eat out by showcasing one of the things that makes Sitka so great. The fish.
- I have worked in Sitka for the past 13 fishing seasons, and I would love to go into business for myself doing something that I love, serving food that I love, in a city that I love.
- Another business in Sitka means more revenue for the city and creating more jobs.
- I really feel it's a matter of fairness as well. There have been multiple food stands allowed to do business in the Central Business District, I feel like I should be given the opportunity as well.

**FEATURES AND DETAILS OF REQUEST:**

- My truck will sit parallel to the Coliseum and the sidewalk. It will sit close to the building (from the truck to the sidewalk will be approximately 20 feet) so the truck will not cause patrons to block the sidewalk in any way.
- My Food Truck is a self contained truck (which is a Class IV by Washington and Oregon standards). Although I have a self contained truck I will be prepping most of my food in a DEC approved commissary kitchen located at 4404 HPR.
- I will be providing my own trash receptacles and responsible for keeping the area clean.

**Moore**  
Conditional Use Permit  
331 Lincoln Street

-My grey water tanks will be emptied properly at the Municipal Wastewater Treatment Disposal Facility.

-I have met with Greg Johnstone multiple times about requirements and regulations mobile units must meet. I am very confident when I get my truck up there mid-April, it will pass with flying colors.

**WHAT DAILY OPERATIONS WILL LOOK LIKE:**

I will be keeping the truck where I live down HPR. I will take my truck up to my commissary kitchen in the morning and prep my food for the day and load up the truck and make sure my clean water tank is full. Once I am finished with loading the truck with what it needs I will head to my spot in front of the Coliseum. Once I get there I will fire up my equipment to get it all warmed up and ready for work (my truck is powered by propane, 2x75 gallon tanks, and a generator). I also have the option to plug in at the Coliseum. Once I am ready for business I will put up the awning and be open for service. When I am done for the day, I will drive my truck over to the wastewater disposal facility to empty my grey water tank, drive back down HPR, stop at the grocery stores if needed then dispose of my garbage at my place in the dumpster, and proceed to the kitchen where I will clean the truck and do any prepping or finish up any dishwashing.

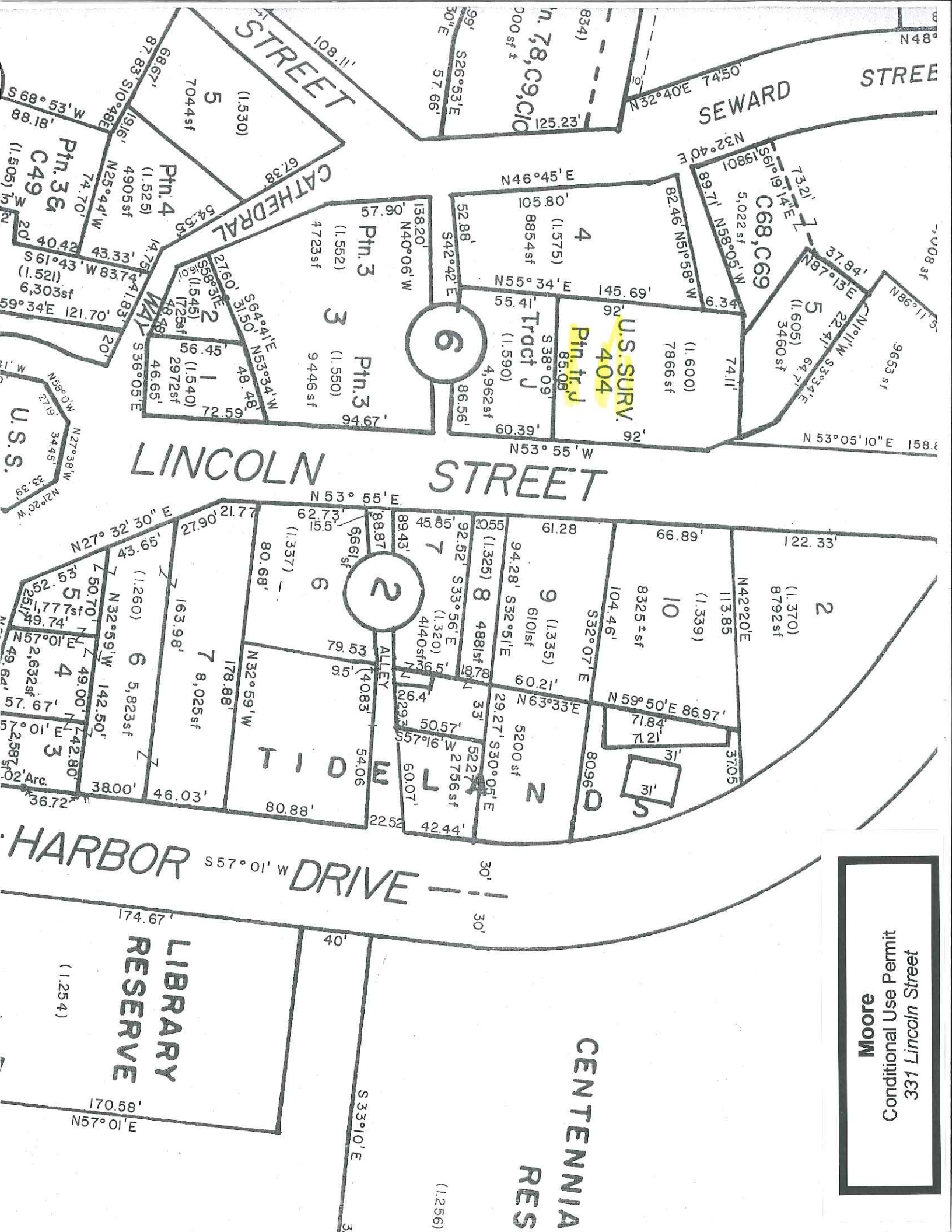
**SCHEDULE AND TIMING OF REQUEST:**

I would like to start up for business on May 5th, and work through September. Hours and days of operation will be 6 maybe 7 days a week. 11am-4 and 5-8. For those late nights I will stay open midnight-1am.

Additional Information for the Planning Commission and City Assembly:

I have drawn more on my map of the lot in front of the Coliseum to show 1) Where I am planning to place the tent for patrons to eat under when weather requires. (Hopefully I won't get much use out of it this summer!) 2) Where I plan to put trash cans. I understand it is my responsibility to keep the area clean and will make sure it does. If I find I need more receptacles, I will gladly add more. 3) How I will ensure that patrons of my truck will not clog the sidewalks and inhibit traffic flow. I have line directors that will force the line alongside the truck. I have ordered an awning to go the length of the truck. When it is raining, people will naturally line up under the covered area.

As this is a new business, I will be learning about what works and what does not work once I get started. The nice thing about having a MOBILE food truck and a tent that is mobile as well, is once I get started if I find people have a tendency to hangout by the sidewalk, or anything like that, I can move the configuration around to help remedy the situation. I am happy to work with the planning commission and city on any concerns. I hope that this current configuration will work well with keeping a good flow along the sidewalk.



CATHEDRAL STREET  
 108.11'  
 87.83' S10°48'E  
 68.67'  
 704.4sf (1.530)  
 5  
 Ptn. 4  
 (1.525)  
 4.905sf  
 N25°44'W  
 74.70'  
 40.42'  
 43.33'  
 S61°43'W  
 83.74'  
 6,303sf (1.521)  
 59°34'E  
 121.70'  
 20'

SEWARD STREET  
 N32°40'E  
 74.50'  
 N32°40'E  
 89.71'  
 N58°05'W  
 5,022sf  
 C68,C69  
 73.21'  
 S61°14'E  
 156.19'

4  
 105.80'  
 885.4sf (1.575)  
 N46°45'E  
 52.88'  
 S42°42'E  
 138.20'  
 N40°06'W  
 57.90'  
 Ptn. 3  
 (1.552)  
 4.723sf  
 3  
 Ptn. 3  
 (1.550)  
 9.446sf  
 94.67'  
 6  
 U.S. SURV.  
 404  
 Ptn. tr J  
 85.08'  
 S38°09'  
 4,962sf (1.590)  
 55.41'  
 N55°34'E  
 145.69'  
 78.66sf (1.600)  
 74.11'  
 82.46' N51°58'W  
 6.34'

LINCOLN STREET  
 N53°55'W  
 N53°05'10"E  
 158.8'

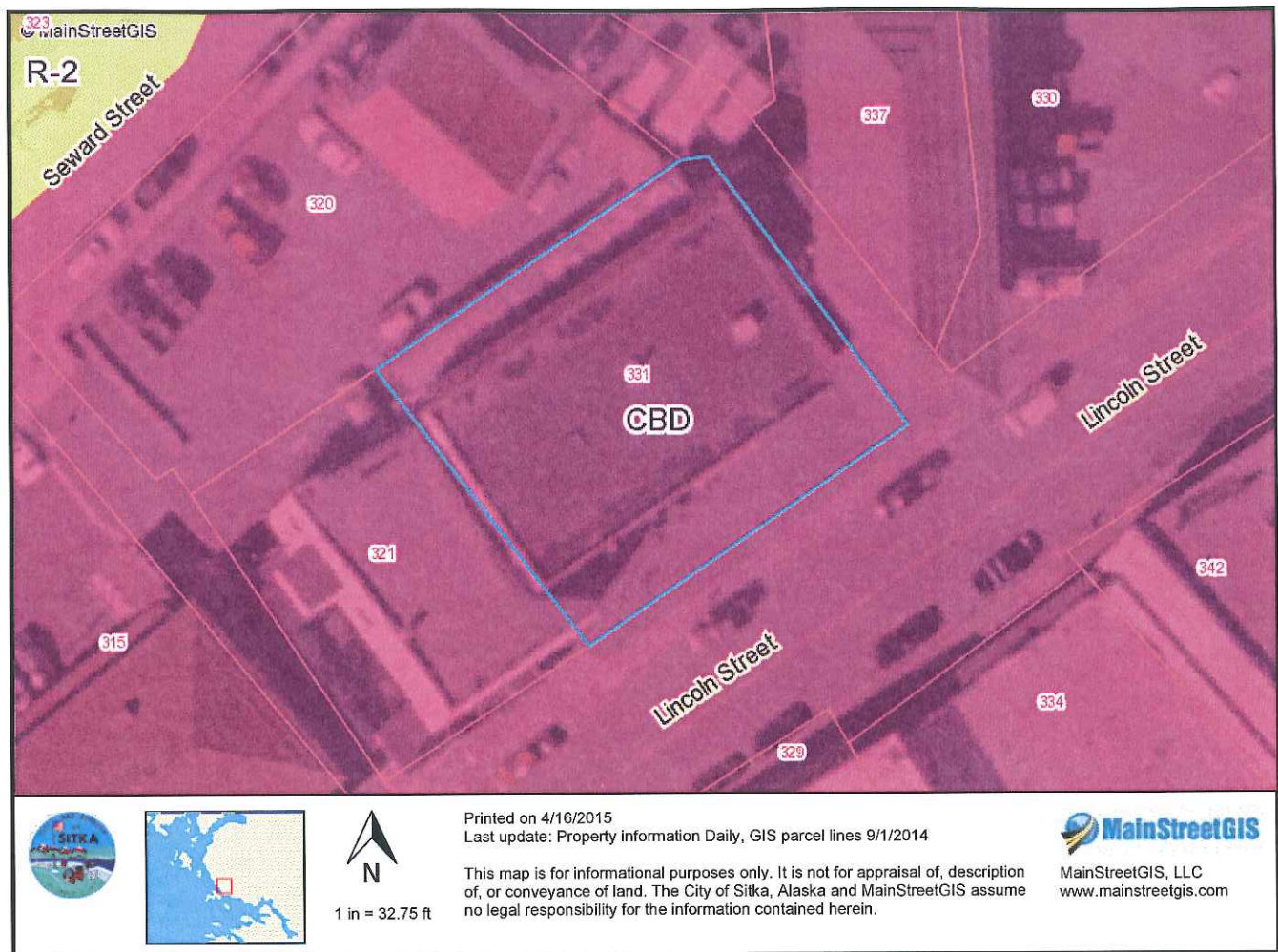
2  
 122.33'  
 N42°20'E  
 113.85'  
 (1.370)  
 8,792sf  
 2  
 (1.339)  
 832.5±sf  
 104.46'  
 S32°07'E  
 9  
 (1.335)  
 610sf  
 94.28' S32°51'E  
 20.55'  
 (1.325)  
 8  
 488.1sf (1.320)  
 414.0sf  
 92.52' S33°56'E  
 45.85'  
 89.43'  
 38.87'  
 66.61sf  
 6  
 (1.337)  
 80.68'  
 N32°59'W  
 178.88'  
 7  
 8,025sf  
 163.98'  
 N27°32'30"E  
 43.65'  
 27.90'  
 21.77'  
 62.73'  
 15.5'  
 79.53'  
 95'  
 54.06'  
 80.88'  
 22.52'  
 42.44'  
 50.57'  
 S57°16'W  
 27.56sf  
 60.07'  
 557°16'W  
 22.29'  
 33'  
 52.27'  
 29.27' S30°05'E  
 5200sf  
 60.21'  
 N63°33'E  
 N59°50'E  
 86.97'  
 71.84'  
 7.21'  
 37.05'  
 80.96'

HARBOR DRIVE  
 S57°01'W  
 30'  
 30'

LIBRARY RESERVE  
 174.67'  
 40'  
 (1.254)  
 170.58'  
 N57°01'E

CENTENNIA RESERVE  
 S33°10'E  
 (1.256)

**Moore**  
 Conditional Use Permit  
 331 Lincoln Street



1 in = 32.75 ft

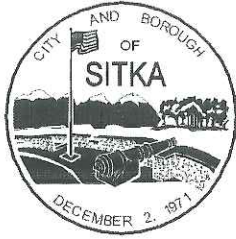
Printed on 4/16/2015  
 Last update: Property information Daily, GIS parcel lines 9/1/2014

This map is for informational purposes only. It is not for appraisal of, description of, or conveyance of land. The City of Sitka, Alaska and MainStreetGIS assume no legal responsibility for the information contained herein.



MainStreetGIS, LLC  
 www.mainstreetgis.com

**Moore**  
 Conditional Use Permit  
 331 Lincoln Street



# City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

*Coast Guard City, USA*

## Planning and Community Development Department

Date: 4/16/15

From: Maegan Bosak, PCDD

To: Planning Commission

Re: CUP 15-08 Outdoor Restaurant Portable Structure Conditional Use Permit  
331 Lincoln Street

### GENERAL INFORMATION

Applicant: Ashley Moore  
Property Owner: Christopher S. Bowen  
Property Address: 331 Lincoln Street  
Legal Description: A portion of Tract J, US Survey 404  
Parcel ID Number: 1060000  
Size of Existing Lot: 7,866 sq. ft.  
Zoning: CBD Central Business District  
Existing Land Use: Commercial  
Utilities: City water, sewer, electric  
Access: Access direct from Lincoln Street.  
Surrounding Land Use: Primarily Business

### MEETING FLOW

- Report from Staff
- Applicant comes forward
- Applicant identifies him/herself – provides comments
- Commissioners ask applicant questions
- Staff asks applicant any questions
- Floor opened up for Public Comment
- Applicant has opportunity to clarify or provide additional information
- Comment period closed - brought back to the board
- Findings
- Motion of Recommendation

### ATTACHMENTS

Attachment A: Vicinity Map  
Attachment B: Aerial Vicinity Map  
Attachment C: Parcel Pictures  
Attachment D: Application  
Attachment E: Site Plan

Providing for today...preparing for tomorrow



Attachment F: Subdivision Plat  
Attachment G: Zoning Map  
Attachment H: Mailing List  
Attachment I: Proof of Payment  
Attachment J: Warranty Deed

## **PROJECT DESCRIPTION**

The proposed conditional use permit is for an outdoor restaurant portable structure aka food truck in the central business district. The food truck will be serving locally caught Alaskan fish. The applicant plans to be in business May-September for 6-7 days per week. Ms. Moore has presented hours of operation to be 11 am to 4 pm and 5 pm to 8 pm. She also states that she will be open late nights possibly until 1 am.

The applicant has stated that all food prep will take place in a DEC approved commissary kitchen and that she has worked with DEC to be in compliance.

The food truck will be parked in front of the Coliseum Theater adjacent Lincoln Street. Applicant will be providing trash receptacles for customers.

## **BACKGROUND**

This parcel is currently the Coliseum Theater and will continue to be. This would be an additional use to the property.

## **ANALYSIS**

Table 22.16.015-6 Footnote 8 states – Kiosks, outdoor restaurants, portable structures such as food stands and other temporary structures that are clearly incidental to the primary use on the lot are permitted uses. Mobile food carts on wheels are permitted uses on private property. Kiosks, outdoor restaurants, portable structures such as food stands and other temporary structures that are not clearly incidental to the primary use on the lot are conditional uses.

Historically, the Planning Department has not permitted food trucks in the CBD zone as they are permitted in C-1, C-2 and WD. Commissioners may remember an orange food truck that was located in the old Fleming Paint Center parking lot.

However there are more and more food carts located in the downtown corridor. Staff has directed this applicant to a conditional use permit for operating in the CBD.

### **1. Criteria to Be Used in Determining Impacts of Conditional Uses.**

- a. Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses.** Area is already commercial in nature and heavy vehicle traffic is expected.
- b. Amount of noise to be generated and its impacts on surrounding land uses.** Additional noise is to be expected.

- c. **Odors to be generated by the use and their impacts.** Cooking and food odors should be expected. Neighboring restaurants generate the same odors.
- d. **Hours of operation.** Applicant states hours of operation as 11am-4pm and 5-8pm. May stay open as late as 1am.
- e. **Location along a major or collector street.** Directly on Lincoln Street.
- f. **Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario.** No residential areas present.
- g. **Effects on vehicular and pedestrian safety.** Truck will be set off the sidewalk so there will be pedestrian access.
- h. **Ability of the police, fire, and EMS personnel to respond to emergency calls on the site.** Same ability as other businesses in the area. There appears to be an emergency egress from the theater directly behind the proposed location of the food truck. Staff would suggest a condition stating that the food truck cannot block any entrances/exits.
- i. **Logic of the internal traffic layout.** Does not apply.
- j. **Effects of signage on nearby uses.** Signage will only be permitted on the actual truck. No sandwich board type signs or other signage in the downtown area would be permitted.
- k. **Presence of existing or proposed buffers on the site or immediately adjacent the site.** Does not apply.
- l. **Relationship if the proposed conditional use is in a specific location to the goals, policies, and objectives of the comprehensive plan.** Conforms with Comprehensive Code 2.5.2 *To encourage commercial and industrial developments of a quality that does not adversely impact any adjacent recreational and residential areas.*
- m. **Other criteria that surface through public comments or planning commission assembly review.**

## **FINDINGS**

### **22.30.160 Planning commission review and recommendation.**

- C. Required Findings for Conditional Use Permits. **The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:**
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.
  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.
  3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.
  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.
  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.
  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 city may approve, approve with conditions, modify, modify with conditions, or deny the conditional use permit. The city may reduce or modify bulk requirements, off-street parking requirements, and use design standards to lessen impacts, as a condition of the granting of the conditional use permit. In considering the granting of a conditional use, the assembly and planning commission shall satisfy themselves that the general criteria set forth for uses specified in this chapter will be met. The city may consider any or all criteria listed and may base conditions or safeguards upon them. The assembly and planning commission may require the applicant to submit whatever reasonable evidence may be needed to protect the public interest.

**The general approval criteria are as follows:**

1. Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;
2. Utilities and service requirements of the proposed use, including sewers, storm drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public utilities in establishing conditions under which the conditional use may be permitted;
3. Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;
4. Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements;
5. Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts.

**RECOMMENDATION**

Staff's position on this conditional use permit application for outdoor restaurant portable structure is neutral.

Suggested conditions would include:

1. 1. The facility shall be operated consistent with the application and plans that were submitted with the request including the location.
2. The Planning Commission, at its discretion, may schedule a public hearing at any time following the first year of operation for the purpose of resolving issues with the request and mitigating adverse impacts on nearby properties.
3. Failure to comply with any of the conditions may result in revocation of the conditional use permit.
4. Limit of hours.
5. Must gain all necessary agency permits.

**CITY AND BOROUGH OF SITKA**  
**Planning Commission**  
**Minutes of Meeting**  
**April 21, 2015**

**Present:** Richard Parmelee, (Chair) Chris Spivey (Vice Chair), Debra Pohlman (Member), Darrell Windsor (Member), Randy Hughey (Member), Carole Gibb (Planner I), Maegan Bosak (Planning & Community Development Director)

**Absent:** None

**Members of the Public:** Lois Rhodes, Chris Bryner, Mark Hackett, Ron Phelps via phone, Annie Phelps, Steve Clayton, Ashley Moore, Chris Bryner, Chris Balovich, Scott Bowen, George Eliason, Scott Brylinski, Robert Riggs, Cliff Richter, Jeremy Twaddle, Todd Fleming

Chair Parmelee called the meeting to order at 7:01 p.m.

**Roll Call:**

**PRESENT:** 5 – Parmelee, Spivey, Pohlman, Windsor, Hughey

**Minutes from the April 7, 2015 meeting:**

**MOTION: M/S SPIVEY/HUGHEY** moved to approve the meeting minutes for April 7, 2015.

**ACTION:** Motion **PASSED unanimously 5-0** on a voice vote.

**The evening business:**

**ACCESSORY DWELLING UNIT CUP  
707 LAKE STREET  
PHYLLIS HACKETT**

*Public hearing and consideration of a proposed ADU (Accessory Dwelling Unit) conditional use permit requested by Phyllis Hackett at 707 Lake Street. The property is also known as Lot 21, Block 11, Sirstad Addition No. 2. The owners of record are Mark and Phyllis Hackett.*

**STAFF REPORT:** Bosak explained the role of Findings in supporting any Commission decision, and the two options the Commission had regarding this case, one being that the Commission could make findings regarding their motion from the April 7 meeting to not

recommend approval of the ADU permit at 707 Lake Street or they could vote to rescind that motion and open the item up for further discussion and public comment. Additional neighborhood comments had been received by the Planning Office since the April 7<sup>th</sup> meeting, and those would be heard as well as further comments from the applicant and the public present at this April 21 meeting, if the vote was rescinded and further discussion was allowed.

**MOTION: M/S HUGHEY/WINDSOR** moved to rescind the motion on April 7, 2015 that recommended denying the accessory dwelling unit conditional use permit.

**DISCUSSION: HUGHEY** said he asked to rescind the motion to allow for additional discussion. Windsor asked if this motion to rescind failed, they can proceed to findings for denying the permit.

**ACTION:** Motion **FAILED 3-2** on a voice vote.

**FINDINGS: The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:**

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;

**MOTION: M/S SPIVEY/HUGHEY** moved to approve that these findings can be met.

**DISCUSSION:** Spivey had a concern about enforcement issues and felt that a tri-plex created a general welfare and safety issue.

Hughey disagreed, pointing out that although the ADU allowed three units on the property, having the owner live on the property would help mitigate any issues neighbors might have with the property compared to an unsupervised duplex.

Spivey observed that the homeowner stated she will not necessarily live there.

There was a procedural clarification with staff that additional conditions such as making it owner-occupied could not be placed on the permit at this point.

**ACTION:** Motion **PASSED 4-1** on a voice vote.

b. Adversely affect the established character of the surrounding vicinity, specifically that this ADU continues residential use of the site and that the small size of the structure is limiting; nor

**MOTION: M/S SPIVEY/POHLMAN** moved to approve that these findings can be met.

**DISCUSSION:** Windsor felt that public comment presented at the last meeting showed that the neighbors objected to this third dwelling unit being allowed on an R1 property.

Pohlman said it did appear there were issues with the third unit, the impact on parking, and the location of the driveway on Lake St.

**ACTION:** Motion **FAILED 1-4** on a voice vote.

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; specifically that there will be no building or structural changes. The unit is already present on the property.

**MOTION: M/S SPIVEY/POHLMAN** moved to approve that these findings can be met.

**DISCUSSION:** Spivey said again the problem was that adjacent property owners are objecting to allowing an additional dwelling.

**ACTION:** Motion **FAILED 0-5** on a voice vote.

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 *2.3.8 To seek out ways to make housing more affordable for all Sitkans through various measures including; A. Developing more affordable housing opportunities, including single family homes and multi-family dwellings.*

**MOTION: M/S POHLMAN/WINDSOR** moved to approve that these findings can be met.

**DISCUSSION:** None

**ACTION:** Motion **PASSED 4-1** on a voice vote.

3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced; specifically condition placed that states a public

hearing may be scheduled at any time following the first year of operation for the purpose of resolving issues and mitigating adverse impacts on nearby properties.

**MOTION: M/S SPIVEY/POHLMAN** moved to approve that these findings can be met.

**DISCUSSION:** Spivey said he believes enforcement to be an issue. Parmelee agreed that enforcement could be a problem.

**ACTION:** Motion **FAILED 0-5** on a voice vote.

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.

**MOTION: M/S WINDSOR/POHLMAN** moved to approve that these findings can be met.

**DISCUSSION:** Pohlman expressed concerns about questions raised by neighbors about parking and how during certain times of the day, Lake Street can be very busy. Bosak clarified that staff had measured parking spaces and had determined there were nine full sized spaces, and after revisiting the site to measure again, found at least ten spaces. Windsor asked if that was even with the boat on the property and the spaces it took up. Staff confirmed there was sufficient parking. Pohlman clarified that she now understands that the parking is adequate, but she is concerned about access and egress.

**ACTION:** Motion **PASSED 3-2** on a voice vote.

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.

**MOTION: M/S POHLMAN/SPIVEY** moved to approve that these findings can be met.

**DISCUSSION:** None

**ACTION:** Motion **PASSED 5-0** on a voice vote.

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. Staff felt that applicant met the burden of proof in their application as defined by code.

**MOTION: M/S SPIVEY/ POHLMAN** moved to approve that these findings can be met.

**DISCUSSION:** None

**ACTION:** Motion **PASSED 5-0** on a voice vote.

The city may approve, approve with conditions, modify, modify with conditions, or deny the conditional use permit. The city may reduce or modify bulk requirements, off-street parking requirements, and use design standards to lessen impacts, as a condition of the granting of the conditional use permit. In considering the granting of a conditional use, the assembly and planning commission shall satisfy themselves that the general criteria set forth for uses specified in this chapter will be met. The city may consider any or all criteria listed and may base conditions or safeguards upon them. The assembly and planning commission may require the applicant to submit whatever reasonable evidence may be needed to protect the public interest.

**The general approval criteria are as follows:**

1. Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;

**MOTION: M/S SPIVEY/WINDSOR** moved to approve that these findings can be met.

**DISCUSSION:** None

**ACTION:** Motion **PASSED 5-0** on a voice vote.

2. Utilities and service requirements of the proposed use, including sewers, storm drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public utilities in establishing conditions under which the conditional use may be permitted;

**MOTION: M/S POHLMAN/SPIVEY** moved to approve that these findings can be met.

**DISCUSSION:** None

**ACTION:** Motion **PASSED 5-0** on a voice vote.

3. Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;



**MOTION: M/S SPIVEY/POHLMAN** moved to approve that these findings can be met.

**DISCUSSION:** None

**ACTION:** Motion **PASSED 5-0** on a voice vote.

4. Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements;

**MOTION: M/S SPIVEY/POHLMAN** moved to approve that these findings can be met.

**DISCUSSION:** Spivey stated traffic volume and flow is a problem, as well as enforcement regarding the number of persons living on the property, and amount of noise could be a potential problem.

**ACTION:** Motion **FAILED 0-5** on a voice vote.

5. Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts.

**MOTION: M/S SPIVEY/WINDSOR** moved to approve that these findings can be met.

**DISCUSSION:** None

**ACTION:** Motion **PASSED 5-0** on a voice vote.

**SHORT TERM RENTAL  
413 BARANOF STREET  
TIFFANY AND CHRIS BRYNER**

*Public hearing and consideration of a proposed short-term rental conditional use permit requested by Tiffany and Christopher Bryner at 413 Baranof Street. The property is also known as Lot 15, Block 20, U.S. Survey 1474, Tract A. The owners of record are Tiffany and Christopher Bryner.*

**STAFF REPORT:** After describing the request, Bosak noted that there were some neighbor inquiries to ask whether the separate outbuilding in the back of the house would be used for rental space and the Bryner's have clarified that it will not be used.

**APPLICANT:** Chris Bryner explained that he and his wife travel in the summer, and they would like the option of renting their house out as a short-term rental while they are gone. He will have a neighbor acting as a manager in their absence, and they will seek renters who will utilize the house for a week or two at a time, to minimize the number of turnovers.

**COMMISSIONER DELIBERATION:** Commissioners had no concerns.

**PUBLIC COMMENT:** None

**MOTION: M/S SPIVEY/POHLMAN** moved to approve the findings.

## FINDINGS

**C. Required Findings for Conditional Use Permits. The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:**

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.
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, 2.5.2. To encourage commercial and industrial developments of a quality that does not adversely impact any adjacent recreational and residential areas; and 2.1.1. Encourage the development of facilities to accommodate visitors without significant impacts on residential properties.*
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.
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.
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.
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 city may approve, approve with conditions, modify, modify with conditions, or deny the conditional use permit. The city may reduce or modify bulk requirements, off-street

parking requirements, and use design standards to lessen impacts, as a condition of the granting of the conditional use permit. In considering the granting of a conditional use, the assembly and planning commission shall satisfy themselves that the general criteria set forth for uses specified in this chapter will be met. The city may consider any or all criteria listed and may base conditions or safeguards upon them. The assembly and planning commission may require the applicant to submit whatever reasonable evidence may be needed to protect the public interest. The general approval criteria are as follows:

1. Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;
2. Utilities and service requirements of the proposed use, including sewers, storm drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public utilities in establishing conditions under which the conditional use may be permitted;
3. Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;
4. Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements;
5. Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts.

**ACTION:** Motion **PASSED 5-0** on a voice vote.

**MOTION:** **M/S SPIVEY/WINDSOR** moved to recommend approval for a short-term rental conditional use permit requested by Tiffany and Christopher Bryner at 413 Baranof Street. The property is also known as Lot 15, Block 20, U.S. Survey 1474, Tract A. The owners of record are Tiffany and Christopher Bryner. Based on findings and the following conditions:

**CONDITIONS:**

1. Contingent upon a completed satisfactory life safety inspection.
2. The facility shall be operated consistent with the application and plans that were submitted with the request.
3. The facility shall be operated in accordance with the narrative that was submitted with the application.

4. The applicant shall submit an annual report every year, 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 has begun operation. The report is due within thirty days following the end of the reporting period.
5. The Planning Commission, at its discretion, may schedule a public hearing at any time following the first nine months of operations for the purpose of resolving issues with the request and mitigating adverse impacts on nearby properties.
6. Failure to comply with any of the conditions may result in revocation of the conditional use permit.

**ACTION:** Motion **PASSED 5-0** on a voice vote.

**ACCESSORY DWELLING UNIT CUP  
2314 HALIBUT POINT ROAD  
GEORGE AND TAMARA ELIASON**

*Public hearing and consideration of a proposed accessory dwelling unit conditional use permit requested by George and Tamara Eliason at 2314 Halibut Point Road. The property is also known as Lot 4, Ocean View Ridge Subdivision. The owners of record are George and Tamara Eliason.*

**STAFF REPORT:** Bosak gave the background on this request.

**APPLICANT:** George Eliason asked for a clarification regarding the access/easement provision in the ADU permitting process.

**COMMISSIONER DELIBERATION:** Commissioners asked for clarifications and expressed no concerns.

**PUBLIC COMMENT:** Robert Riggs, who owns the property adjacent to the applicants, clarified that a full build-out on the road accessing their properties isn't expected in the future. He asked for clarification of the definition of an accessory dwelling unit. He also asked for confirmation that this permit is only for this particular case, and no wider changes or allowances were being made to what was allowable in the neighborhood.

**MOTION: M/S SPIVEY/WINDSOR** moved to approve findings.

**C. Required Findings for Conditional Use Permits. The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:**

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.
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 2.3.8. To seek out ways to make housing more affordable for all Sitkans through various measures including, including a: Developing more affordable housing opportunities, including single family homes and multi-family homes and multi-family dwellings.*
  3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.
  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.
  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.
  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 city may approve, approve with conditions, modify, modify with conditions, or deny the conditional use permit. The city may reduce or modify bulk requirements, off-street parking requirements, and use design standards to lessen impacts, as a condition of the granting of the conditional use permit. In considering the granting of a conditional use, the assembly and planning commission shall satisfy themselves that the general criteria set forth for uses specified in this chapter will be met. The city may consider any or all criteria listed and may base conditions or safeguards upon them. The assembly and planning commission may require the applicant to submit whatever reasonable evidence may be needed to protect the public interest. The general approval criteria are as follows:

1. Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;
2. Utilities and service requirements of the proposed use, including sewers, storm drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public utilities in establishing conditions under which the conditional use may be permitted;
3. Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;

4. Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements;
5. Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts.

**ACTION:** Motion **PASSED** 5-0 on a voice vote.

**MOTION:** **M/S SPIVEY/HUGHEY** moved to approve the ADU permit with the following conditions:

1. The facility shall be operated consistent with the application and plans that were submitted with the request.
2. The Planning Commission, at its discretion, may schedule a public hearing at any time following the first year of operation for the purpose of resolving issues with the request and mitigating adverse impacts on nearby properties.
3. Failure to comply with any of the conditions may result in revocation of the conditional use permit.

**ACTION:** Motion **PASSED** 5-0 on a voice vote.

**SHORT TERM RENTAL CUP  
1601 DAVIDOFF STREET  
ALI CLAYTON**

*Public hearing and consideration of a proposed short-term rental conditional use permit requested by Ali Clayton at 1601 Davidoff Street. The property is also known as Lots 1 and 7, Block 9, Northwest Addition, U.S. Survey 3303B, Tract A. The owners of record are Steve and Paula Clayton.*

**STAFF REPORT:** Staff presented the request.

**APPLICANT:** Ali Clayton and Steve Clayton described the request, clarifying that only the top floor is usable as a short-term rental because the lower level needs repairs and remodeling.

**COMMISSIONER DELIBERATION:** Parmelee read a public comment received by the Planning Office in which a neighbor believes there is increased activity on the property, especially the shop, compared to the past use, and discussion ensued with Windsor stating he was periodically at the property over the years and he didn't believe there was a difference in the amount or the type of use. Steve Clayton confirmed that the amount or type of use hadn't changed in any significant way. Spivey asked about management. Clayton explained she would manage the property, and Spivey expressed concern that

the owner would not live on the rental property. Bosak clarified that the conditions typically placed on long term rentals which were designed specifically to mitigate potential management problems. Hughey expressed concern that this represented the loss of a long-term rental and asked why it was being changed to a short-term rental. Clayton said she is interested in buying the house, which is owned by her parents, and this was a way to make more income toward that goal.

**PUBLIC COMMENT:** None

**MOTION:** M/S POHLMAN/WINDSOR moved to approve findings and conditions.

**C. Required Findings for Conditional Use Permits. The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:**

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.
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, 2.5.2. To encourage commercial and industrial developments of a quality that does not adversely impact any adjacent recreational and residential areas; and 2.1.1. Encourage the development of facilities to accommodate visitors without significant impacts on residential properties.*
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.
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.
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.
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 city may approve, approve with conditions, modify, modify with conditions, or deny the conditional use permit. The city may reduce or modify bulk requirements, off-street parking requirements, and use design standards to lessen impacts, as a condition of the granting of the conditional use permit. In considering the granting of a conditional use, the assembly and planning commission shall satisfy themselves that the general criteria

set forth for uses specified in this chapter will be met. The city may consider any or all criteria listed and may base conditions or safeguards upon them. The assembly and planning commission may require the applicant to submit whatever reasonable evidence may be needed to protect the public interest. The general approval criteria are as follows:

1. Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;
2. Utilities and service requirements of the proposed use, including sewers, storm drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public utilities in establishing conditions under which the conditional use may be permitted;
3. Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;
4. Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements;
5. Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts.

### **Conditions**

1. Contingent upon a completed satisfactory life safety inspection.
2. The facility shall be operated consistent with the application and plans that were submitted with the request.
3. The facility shall be operated in accordance with the narrative that was submitted with the application.
4. The applicant shall submit an annual report every year, 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 has begun operation. The report is due within thirty days following the end of the reporting period.
5. The Planning Commission, at its discretion, may schedule a public hearing at any time following the first nine months of operations for the purpose of resolving issues with the request and mitigating adverse impacts on nearby properties.
6. Failure to comply with any of the conditions may result in revocation of the conditional use permit.



**ACTION:** Motion **PASSED 4-1** on a voice vote.

**PUD SUBDIVISION PERMIT  
100 INDIAN RIVER ROAD  
BIHA**

*Public hearing and consideration of a proposed planned unit development subdivision permit requested by the Baranof Island Housing Authority (BIHA) at 100 Indian River Rd. The property is also known as Lot 3AA, Indian River Subdivision No. 2. The owner of record is the Baranof Island Housing Authority.*

**STAFF REPORT:** Baranof Island Housing Authority was proposing a preliminary plat for a planned unit development at 100 Indian River Road. The property has acted as a PUD historically with two 4 plexes built in 2007 and two additional built in 2010. This request is to facilitate grant funding and proceed with phase 3. The large lot will be broken into 4 smaller lots.

Lot A will consist of 93,978 sq. ft. and feature Phase 1 and 2 as well as parking, access and greenspace.

Lot B will consist of 6,685 sq. ft. and will feature one new four plex as part of phase 3.

Lot C will consist of 6,149 sq. ft. and will feature one new four plex as part of phase 3.

Lot D will consist of 28,417 sq. ft. and will be reserved for future development in phase 4. Access and greenspace requirements listed in the subdivision code, are included in Lot A.

Staff explained the city staff Development Review Committee has met with BIHA to discuss the project. The preliminary plat will be revised before final approval to include easements, and to include a plat note that no lot may be sold separately. A parking plan will also need to be submitted.

**APPLICANT:** Cliff Richter described the project and that they are subdividing the lots to satisfy grant requirements.

**COMMISSIONER DELIBERATION:** Commissioners asked for clarification regarding drainage and Richter responded that the parking lot has curb gutters, and that drainage from the lot is directed down and to the right, or southeast, into a catch basin, which taps into an oil-water separator and then down into a drainage swale.

**PUBLIC COMMENT:** None

**MOTION:** M/S HUGHEY/WINDSOR moved to approve the preliminary plat for the planned unit development subdivision permit requested by the Baranof Island Housing Authority (BIHA) at 100 Indian River Rd. The property is also known as

Lot 3AA, Indian River Subdivision No. 2. The owner of record is the Baranof Island Housing Authority with the following conditions:

1. Parking plan be submitted prior to final plat approval.
2. There be a plat note that no lot may be sold independently; if sold, it must be sold as a whole.

**ACTION:** Motion **PASSED 5-0** on a voice vote.

**OUTDOOR RESTAURANT PORTABLE STRUCTURE CUP  
331 LINCOLN STREET  
ASHLEY MOORE**

*Public hearing and consideration of a proposed conditional use permit for an outdoor restaurant portable structure requested by Ashley Moore at 331 Lincoln St. The property is also known as a portion of Tract J of U.S. Survey 404. The owner of record is Christopher Bowen.*

**STAFF REPORT:** The applicant was asking for a conditional use permit for an outdoor restaurant portable structure aka food truck in the central business district. The food truck will be serving locally caught Alaskan fish. The applicant plans to be in business May-September for 6-7 days per week. Ms. Moore has presented hours of operation to be 11 am to 4 pm and 5 pm to 8 pm. She also states that she will be open late nights possibly until 1 am. The food truck will be parked in front of the Coliseum Theater adjacent Lincoln Street. Applicant will be providing trash receptacles for customers.

The applicant has stated that all food prep will take place in a DEC approved commissary kitchen and that she has worked with DEC to be in compliance.

The Planning Office received complaints in the past concerning noise, primarily, from a food truck parked underneath some upper floor residences, but this location doesn't have that potential problem as there are no residences above the theater.

Staff noted that this particular use is permitted in commercial and waterfront zones, but in the central business district it is conditional use.

**APPLICANT:** Ashley Moore described the request and explained that regarding noise, the Food Truck engine wouldn't be running and she has invested in an inverter generator which is much quieter than the generator system already in the truck. She would like to put up a tent and have some seating, if that is permissible.

**COMMISSIONER DELIBERATION:** Spivey asked for more description of the tent and where it would be. Staff noted that a revised site plan could be provided as a condition, showing these aspects of the request. Hughey asked if the applicant had heard anything

negative from downtown merchants, and she said no. Bosak confirmed the truck wouldn't block the west end exit of the theatre, and applicant confirmed that exit would not be blocked. Pohlman asked for clarifications regarding the hours. Bosak mentioned that one of the conditions could be to limit the hours, however, this permit is located in the Central Business District, and that district is zoned specifically to accommodate bars, restaurants, and downtown events, and a nighttime eatery could fit in.

**PUBLIC COMMENT:** None

**MOTION: M/S SPIVEY/POHLMAN** moved to approve the following findings.

**22.30.160 Planning commission review and recommendation.**

C. Required Findings for Conditional Use Permits. **The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:**

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.

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, 2.5.2. To encourage commercial and industrial developments of a quality that does not adversely impact any adjacent recreational and residential areas; and 2.1.1. Encourage the development of facilities to accommodate visitors without significant impacts on residential properties.*

3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.

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.

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.

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 city may approve, approve with conditions, modify, modify with conditions, or deny the conditional use permit. The city may reduce or modify bulk requirements, off-street parking requirements, and use design standards to lessen impacts, as a condition of the granting of the conditional use permit. In considering the granting of a conditional use, the assembly and planning commission shall satisfy themselves that the general criteria set forth for uses specified in this chapter will be met. The city may consider any or all

criteria listed and may base conditions or safeguards upon them. The assembly and planning commission may require the applicant to submit whatever reasonable evidence may be needed to protect the public interest.

**The general approval criteria are as follows:**

1. Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;
2. Utilities and service requirements of the proposed use, including sewers, storm drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public utilities in establishing conditions under which the conditional use may be permitted;
3. Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;
4. Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements;
5. Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts.

**ACTION:** Motion **PASSED 5-0** on a voice vote.

**MOTION: M/S SPIVEY/WINDSOR** moved to recommend approval of a conditional use permit for an outdoor restaurant portable structure requested by Ashley Moore at 331 Lincoln St. The property is also known as a portion of Tract J of U.S. Survey 404. The owner of record is Christopher Bowen with the following conditions:

1. The facility shall be operated consistent with the application and plans that were submitted with the request including the location.
2. The Planning Commission, at its discretion, may schedule a public hearing at any time following the first year of operation for the purpose of resolving issues with the request and mitigating adverse impacts on nearby properties.
3. Failure to comply with any of the conditions may result in revocation of the conditional use permit.
4. Must gain all necessary agency permits.
5. Must submit an updated site plan showing the proposed tent and tables.

**ACTION:** Motion **PASSED 5-0** on a voice vote.

**MAJOR SUBDIVISION PRELIMINARY PLAT  
300 KRAMER AVENUE – PARCEL C SOUTH BENCHLANDS  
SOUND DEVELOPMENT**

*Public hearing and consideration of a preliminary plat for a major subdivision at 300 Kramer Avenue or Parcel C South Benchlands filed by Sound Development, LLC. The proposed subdivision will create 19 lots. The property is also known as Tract A12-III, Whitcomb Heights III Subdivision.*

**STAFF REPORT:** This item was the preliminary plat for a major subdivision request at 300 Kramer Avenue. The proposed subdivision would turn the majority of Parcel C of the South Benchlands into a 19 lot subdivision. The lots ranged in size from 4,062 square feet to 105,500 square feet. The PUD designation allows for mixed use as this subdivision ranges in lot sizes and will accommodate a variety of home sizes. From “tiny homes” to multi-family, this subdivision will incorporate a number of different housing options. Plat notes limit future variances and building square footage.

A 20 foot wide greenbelt wetland preserve is designated on the plat directly above Sand Dollar Drive or the west side of the subdivision. Tree height would be addressed allowing property owners to trim trees if they are above 20 feet. Sand Dollar Drive residents requested this during the minor subdivision process.

Working together with Sound Development, city staff personnel in Planning and Public Works have reviewed the proposal and after a series of edits, are comfortable with it progressing through the public process.

There are issues outlined in a staff engineers report which are still being discussed and it is understood they will be resolved before the final plat is approved.

**APPLICANT:** Jeremy Twaddle and Todd Fleming described the project.

**COMMISSIONER DELIBERATION:** Parmelee read a letter submitted as public comment outlining concerns about drainage. The municipal engineer’s comments on drainage and additional points were presented by staff. They include:

- Public Works recommended and fully supports the plat note requiring that drainage from rooftops and driveways be directed to the ditches to help prevent the downhill properties from being adversely affected.
- We would also like to see a plat note which restricts direct access to the lots from Kramer Avenue to the extent possible. Woodbury Circle should be used for lot access as opposed to having 7 successive driveways across a relatively short distance with, in most cases, less than standard lot frontage widths.

- We also need sufficient easement width(s) to access and maintain all drainage conveyances on private property. The presence of an easement is not sufficient. As an example, there are numerous easements across Hillside Subdivision which are present on paper, but are physically inaccessible with heavy equipment. We would like to avoid this situation. Easements should be wide enough to allow for an excavator to access the ditch from the side.

In response, Jeremy Twaddle explained that with regard to drainage, a condition set on their initial plan stipulated that they were to reduce runoff by 10 percent. They had a runoff study conducted by an engineer, and the resulting plan is to direct drainage down along Kramer Avenue to the existing storm drain system there. Runoff is expected to be reduced by greater than 10 percent, and possibly as much as 50 percent. Other drainage measures include making sure ash and other inorganic fill material are stacked on the downhill side of the road, so that it isn't just a rock surface, and as a result water is expected to drain down into the fill material and be better directed. Also there are plat notes requiring runoff from residents' roofs must be directed back to Kramer Ave.

On the second point described by city engineering staff, Bosak and the applicant described the city's Public Works department concern about having too many driveways onto Kramer Avenue, and the solution that is being discussed, which involves shared driveways.

On the third point raised by the city engineer, discussion will continue between the applicant and city engineering staff as to the access easement, which the city feels needs to be wide enough allow for equipment access. The applicant stated they are not clear about this need, but are willing to comply.

**PUBLIC COMMENT:** None

**MOTION: M/S WINDSOR/HUGHEY** moved to approve the preliminary subdivision plat with the additional plat notes as requested by staff.

**ACTION:** Motion **PASSED 5-0** on a voice vote.

**DIRECTORS REPORT:** Bosak reported that the Planning Office is hearing from many residents concerned about protecting the integrity of the R1 zones, and maintaining their residential nature. Scott Brylinski wanted to know what the commissioners felt about being the local marijuana regulatory body and the commission discussed the question briefly and determined it was a possibility to discuss further.

**PUBLIC COMMENT:** None

**MOTION: M/S WINDSOR/SPIVEY** moved to adjourn at 9:46 p.m.

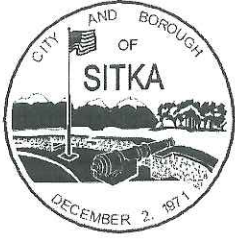
**ACTION: PASSED unanimously 5-0** on a voice vote.

---

**Richard Parmelee, Chair**

---

**Carole Gibb, Secretary**



# City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

*Coast Guard City, USA*

## Notice of Public Hearings

The Assembly of the City and Borough of Sitka will hold a public hearing during a regular meeting scheduled Tuesday, May 12, 2015 on the following items:

Public hearing and consideration of a proposed short-term rental conditional use permit requested by Tiffany and Christopher Bryner at 413 Baranof Street. The property is also known as Lot 15, Block 20, U.S. Survey 1474, Tract A. The owners of record are Tiffany and Christopher Bryner.

Public hearing and consideration of a proposed accessory dwelling unit conditional use permit requested by George and Tamara Eliason at 2314 Halibut Point Road. The property is also known as Lot 4, Ocean View Ridge Subdivision. The owners of record are George and Tamara Eliason.

Public hearing and consideration of a proposed short-term rental conditional use permit requested by Ali Clayton at 1601 Davidoff Street. The property is also known as Lots 1 and 7, Block 9, Northwest Addition, U.S. Survey 3303B, Tract A. The owners of record are Steve and Paula Clayton.

**Public hearing and consideration of a proposed conditional use permit for an outdoor restaurant portable structure requested by Ashley Moore at 331 Lincoln St. The property is also known as a portion of Tract J of U.S. Survey 404. The owner of record is Christopher Bowen.**

The Assembly may take action on May 12, 2015. The Assembly meeting will begin at 6:00 pm in Harrigan Centennial Hall at 330 Harbor Drive in Sitka.

Interested residents are encouraged to make comments during the meeting and written comments can be submitted to the Municipal Clerk at 100 Lincoln Street.



**Outdoor restaurant portable structure conditional use permit at 331 Lincoln Street:**

The applicant is requesting a conditional use permit for an outdoor restaurant/portable structure at 331 Lincoln Street. This would allow the applicant to have a food truck in front of the Coliseum Theatre. The property is zoned CBD central business district.

The central business district is designed specifically for concentrated retail, personal and business services of all kinds satisfying all residents in one central location. It should further prohibit exclusive residential or industrial uses which would interfere with the development and continuation of its cohesive business purposes.

ORTHODOX CHURCH IN AMERICA  
RUSSIAN GREEK MISSION  
ORTHODOX CHURCH IN AMERICA  
P.O. BOX 697  
SITKA AK 99835

CHARLES/CHRISTI HORAN  
  
HORAN, CHARLES, E./CHRISTINE, M.  
P.O. BOX 2003  
SITKA AK 99835

WELLS FARGO BANK  
% THOMSON PROP TAX SERV  
WELLS FARGO  
P.O. BOX 2609  
CARLSBAD CA 92018

CLIFFORD/SHIRLE ROBARDS  
  
ROBARDS, CLIFFORD, G./SHIRLEY, E.  
P.O. BOX 235  
SITKA AK 99835-0235

LORETTA NESS  
COLUMBIA BAR  
NESS, LORETTA, J.  
102 WINCHESTER WAY  
SITKA AK 99835

THE TROUTTE FAMILY TRUST  
TROUTTE CENTER  
TROUTTE, RICHARD/SANDRA  
329 HARBOR DR.  
SITKA AK 99835

*Ashley Moore*  
*PO Box 6084*  
*Sitka AK 99835*

LUENOR RENTALS, LLC  
  
LUENOR RENTALS, LLC  
111 SAND DOLLAR DR  
SITKA AK 99835

HAMES/ANDERSON/LUENOR RENTALS, LLC  
  
ANDERSEN, STEVEN/LINDA  
216 LINCOLN ST  
SITKA AK 99835

CLIFF/SHIRLEY ROBARDS  
  
ROBARDS, CLIFFORD, G./SHIRLEY  
P.O. BOX 235  
SITKA AK 99835-0235

U.S. RESERVE  
  
U.S. RESERVE  
210 SEWARD ST  
SITKA AK 99835

SITKA HERITAGE PROPERTIES, LLC  
APARTMENT, THE  
SITKA HERITAGE PROPERTIES, LLC  
1 MAKSOUTOFF ST  
SITKA AK 99835

KCCR PROPERTIES, LLC  
  
KCCR PROPERTIES, LLC  
P.O. BOX 614  
SITKA AK 99835

RUTH ROBINSON  
  
ROBINSON, RUTH ANN  
5969 CENTRAL AVENUE  
ANACORTES WA 98221

TELEPHONE UTILITIES OF N  
ATTN: TAX DEPT.  
TELEPHONE UTILITIES OF N  
600 TELEPHONE AVE, MS#8  
ANCHORAGE AK 99503

MICHAEL FINN  
  
FINN, MICHAEL, K.  
116 KNUTSON DR  
SITKA AK 99835

HEATH/G./CANDI  
BARGER/CHAMBERS/BARGER  
  
BARGER, HEATH, CHAMBERS, G. &  
BARGER, C.  
P.O. BOX 365  
SITKA AK 99835

SHEE ATIKA HOLDINGS LINC  
  
SHEE ATIKA HOLDINGS LINC  
315 LINCOLN ST, #300  
SITKA AK 99835

DOCK STREET BLDG. CORP.  
  
DOCK STREET BLDG. CORP.  
P.O. BOX 7920  
KETCHIKAN AK 99901

SNOWDEN GROUP, LLC  
  
SNOWDEN GROUP, LLC  
P.O. BOX 178  
SITKA AK 99835

CHRISTOPHER BOWEN  
  
BOWEN, CHRISTOPHER, S.  
310 MARINE ST  
SITKA AK 99835

LOYAL ORDER OF MOOSE, INC.  
  
LOYAL ORDER OF MOOSE  
337 LINCOLN ST.  
SITKA AK 99835

STEVEN/KARI FISH/JOHNSON  
  
FISH, STEVEN, T./JOHNSON, KARI, L.  
P.O. BOX 6448  
SITKA AK 99835

ELIZABETH/GEORG KILKEAR  
  
KILKEARY, ELIZABETH & HAF  
GEORGE  
305 SEWARD STREET  
SITKA AK 99835

S & C/ M & G SHAFFER TRUST/TISHER  
  
SHAFFER, ST./CA./ TISHER, MI/GL  
315 SEWARD ST  
SITKA AK 99835

DOROTHY/SHERRIE BREEDLOVE  
  
BREEDLOVE, DOROTHY, L./SHERRIE, L.  
319-B SEWARD ST.  
SITKA AK 99835

WHITE ELEPHANT SHOP, INC  
WHITE ELEPHANT(BLDG ONL  
WHITE ELEPHANT SHOP, INC  
323 SEWARD ST  
SITKA AK 99835

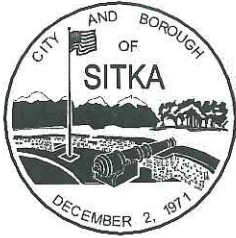
R. SCOTT/LAURA HARRIS/KRONSPERGER  
  
HARRIS, R. SCOTT/KRONSPERGER, LAURA,  
L.  
325 SEWARD ST  
SITKA AK 99835

SCOJO, LLC  
WESTMARK SITKA  
SCOJO, LLC  
330 SEWARD ST.  
SITKA AK 99835

JAMES & JOYCE MARTIN JOI  
TRUST  
  
MARTIN, JAMES, E./JOYCE, M  
830 FRANKTON RD  
HOOD RIVER OR 97031

**Assembly Mailing**  
**Sent 5/4/15**

**Moore**  
Conditional Use Permit  
331 Lincoln Street



# City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

*Coast Guard City, USA*

**Sitka Planning Commission Agenda  
Tuesday, April 21, 2015  
Held at Sitka Fire Hall  
209 Lake Street, Sitka, Alaska  
7:00pm**

- I. CALL TO ORDER AND ROLL CALL
- II. CONSIDERATION OF THE AGENDA
- III. CONSIDERATION OF THE MINUTES FROM April 7, 2015
- IV. THE EVENING BUSINESS

A. Public hearing and consideration of a proposed accessory dwelling unit conditional use permit requested by Phyllis Hackett at 707 Lake Street. The property is also known as Lot 21, Block 11, Sirstad Addition No. 2. The owners of record are Mark and Phyllis Hackett.

B. Public hearing and consideration of a proposed short-term rental conditional use permit requested by Tiffany and Christopher Bryner at 413 Baranof Street. The property is also known as Lot 15, Block 20, U.S. Survey 1474, Tract A. The owners of record are Tiffany and Christopher Bryner.

C. Public hearing and consideration of a proposed accessory dwelling unit conditional use permit requested by George and Tamara Eliason at 2314 Halibut Point Road. The property is also known as Lot 4, Ocean View Ridge Subdivision. The owners of record are George and Tamara Eliason.

D. Public hearing and consideration of a proposed short-term rental conditional use permit requested by Ali Clayton at 1601 Davidoff Street. The property is also known as Lots 1 and 7, Block 9, Northwest Addition, U.S. Survey 3303B, Tract A. The owners of record are Steve and Paula Clayton.

E. Public hearing and consideration of a proposed planned unit development subdivision permit requested by the Baranof Island Housing Authority (BIHA) at 100 Indian River Rd. The property is also known as Lot 3AA, Indian River Subdivision No. 2. The owner of record is the Baranof Island Housing Authority.

**F. Public hearing and consideration of a proposed conditional use permit for an outdoor restaurant portable structure requested by Ashley Moore at 331 Lincoln St. The property is also known as a portion of Tract J of U.S. Survey 404. The owner of record is Christopher Bowen.**

G. Public hearing and consideration of a preliminary plat for a major subdivision at 300 Kramer Avenue or Parcel C South Benchlands filed by Sound Development, LLC. The proposed

subdivision will create 19 lots. The property is also known as Tract A12-III, Whitcomb Heights III Subdivision.

- V. PLANNING DIRECTOR'S REPORT
- VI. PUBLIC BUSINESS FROM THE FLOOR
- VII. ADJOURNMENT

NOTE: Individuals having concerns or comments on any item are encouraged to provide written comments to the Planning Office or make comments at the Planning Commission meeting. Written comments may be dropped off at the Planning Office in City Hall, emailed to [carole@cityofsitka.com](mailto:carole@cityofsitka.com), or faxed to (907) 747-6138. Those with questions may call (907) 747-1814.

Publish: April 13 and April 15

ORTHODOX CHURCH IN AMERICA  
RUSSIAN GREEK MISSION  
ORTHODOX CHURCH IN AMERICA  
P.O. BOX 697  
SITKA AK 99835

C/B OF SITKA  
CENTENNIAL BLDG.  
C/B OF SITKA  
100 LINCOLN ST  
SITKA AK 99835

WELLS FARGO BANK  
% THOMSON PROP TAX SERV  
WELLS FARGO  
P.O. BOX 2609  
CARLSBAD CA 92018

CLIFFORD/SHIRLE ROBARDS

ROBARDS, CLIFFORD, G./SHIRLEY, E.  
P.O. BOX 235  
SITKA AK 99835-0235

LORETTA NESS  
COLUMBIA BAR  
NESS, LORETTA, J.  
102 WINCHESTER WAY  
SITKA AK 99835

THE TROUTTE FAMILY TRUST  
TROUTTE CENTER  
TROUTTE, RICHARD/SANDRA  
329 HARBOR DR.  
SITKA AK 99835

LUENOR RENTALS, LLC

LUENOR RENTALS, LLC  
111 SAND DOLLAR DR  
SITKA AK 99835

HAMES/ANDERSON/LUENOR RENTALS, LLC

ANDERSEN, STEVEN/LINDA  
216 LINCOLN ST  
SITKA AK 99835

CLIFF/SHIRLEY ROBARDS

ROBARDS, CLIFFORD, G./SHIRLEY  
P.O. BOX 235  
SITKA AK 99835-0235

U.S. RESERVE

U.S. RESERVE  
210 SEWARD ST  
SITKA AK 99835

SITKA HERITAGE PROPERTIES, LLC  
APARTMENT, THE  
SITKA HERITAGE PROPERTIES, LLC  
1 MAKSOUTOFF ST  
SITKA AK 99835

KCCR PROPERTIES, LLC

KCCR PROPERTIES, LLC  
P.O. BOX 614  
SITKA AK 99835

TELEPHONE UTILITIES OF NORTHLAND  
ATTN: TAX DEPT.  
TELEPHONE UTILITIES OF NORTHLAND  
600 TELEPHONE AVE, MS#8  
ANCHORAGE AK 99503

TELEPHONE UTILITIES OF NORTHLAND  
ATTN: TAX DEPT.  
TELEPHONE UTILITIES OF NORTHLAND  
600 TELEPHONE AVE, MS#8  
ANCHORAGE AK 99503

MICHAEL FINN

FINN, MICHAEL, K.  
116 KNUTSON DR  
SITKA AK 99835

HEATH/G./CANDI  
BARGER/CHAMBERS/BARGER

BARGER, HEATH, CHAMBERS, G. &  
BARGER, C.  
P.O. BOX 365  
SITKA AK 99835

SHEE ATIKA HOLDINGS LINCOLN ST, LLC

SHEE ATIKA HOLDINGS LINC. ST, LLC  
315 LINCOLN ST, #300  
SITKA AK 99835

SNOWDEN GROUP, LLC

SNOWDEN GROUP, LLC  
P.O. BOX 178  
SITKA AK 99835

SNOWDEN GROUP, LLC

SNOWDEN GROUP, LLC  
P.O. BOX 178  
SITKA AK 99835

CHRISTOPHER BOWEN

BOWEN, CHRISTOPHER, S.  
310 MARINE ST  
SITKA AK 99835

LOYAL ORDER OF MOOSE, INC.

LOYAL ORDER OF MOOSE  
337 LINCOLN ST.  
SITKA AK 99835

STEVEN/KARI FISH/JOHNSON

FISH, STEVEN, T./JOHNSON, KARI, L.  
P.O. BOX 6448  
SITKA AK 99835

ELIZABETH/GEORG KILKEARY/HARDISON.III

KILKEARY, ELIZABETH & HAI  
GEORGE  
305 SEWARD STREET  
SITKA AK 99835

S & C/ M & G SHAFFER TRUST/TISHER

SHAFFER, ST./CA./ TISHER, MI/GL  
315 SEWARD ST  
SITKA AK 99835

DOROTHY/SHERRIE BREEDLOVE

BREEDLOVE, DOROTHY, L./SHERRIE, L.  
319-B SEWARD ST.  
SITKA AK 99835

WHITE ELEPHANT SHOP, INC  
WHITE ELEPHANT(BLDG ONI  
WHITE ELEPHANT SHOP, INC  
323 SEWARD ST  
SITKA AK 99835

P & Z Mailing  
Sent 4/13/15

Moore  
Conditional Use Permit  
331 Lincoln Street

R. SCOTT/LAURA HARRIS/KRONSPERGER  
HARRIS, R. SCOTT/KRONSPERGER, LAURA,  
L.  
325 SEWARD ST  
SITKA AK 99835

SCOJO, LLC  
WESTMARK SITKA  
SCOJO, LLC  
330 SEWARD ST.  
SITKA AK 99835

JAMES & JOYCE MARTIN JOINT LIVING  
TRUST

MARTIN, JAMES, E./JOYCE, M.  
830 FRANKTON RD  
HOOD RIVER OR 97031

DOCK STREET BLDG. CORP.

DOCK STREET BLDG. CORP.  
P.O. BOX 7920  
KETCHIKAN AK 99901

RUTH ROBINSON

ROBINSON, RUTH ANN  
5969 CENTRAL AVENUE  
ANACORTES WA 98221

CHARLES/CHRISTI HORAN

HORAN, CHARLES, E./CHRISTINE, M.  
P.O. BOX 2003  
SITKA AK 99835