




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: Michael Scarcelli, Senior Planner 

Subject: Short-term Rental Conditional Use Permit at 722 Biorka St. – Peter Thielke

Date: October 6, 2015

The Planning Commission is recommending approval of a conditional use permit request for operation of a short-term rental filed by Peter Thielke at 722 Biorka Street. Action on this item was taken at the September 15, 2015 Planning Commission meeting. The recommendation to approve the request with conditions, based on the following findings, passed unanimously 5-0.

The parcel is 10,028 sq. ft. There is a large front yard with access directly off of Biorka Street and also Jeff Davis Street. The house is a two-story, three bedroom, and two bath home. With only two parking spaces required per residential dwelling in this zone, and because the house is a single-family dwelling, there is more than adequate parking area provided by two separate parking areas that provide 3-4 parking spaces.

In the past, the house has been used as a long-term rental and the owner has been an absentee landlord. This proposal looks to create a STR during the months of April through September and leave a long-term rental for October through March. This would allow the owner to not only visit and use his home on a short term basis, but also to help him keep up on repairs. The STR will be locally managed by Welcome Home Vacation Rentals and pay bed tax.

The R-1 residential district is intended: to include lands suited by topography and other natural conditions for urban development and which are provided with a full range of public utilities including sewer, water, electricity and storm drains or are intended to be provided with such utilities in the near future; primarily for single-family or duplex residential dwellings at moderate densities, but structures and uses required to serve recreational and other public needs of residential area are allowed as conditional uses subject to restrictions intended to preserve the residential character of the R-1 district.¹

The proposed activity is in conformance with Comprehensive Plan 2.5 *Urban Residential Goals and Policies*, specifically 2.5.2, which states “To encourage commercial and industrial developments of a quality that does not adversely impact any adjacent recreational and residential areas.” In addition, 2.1.1,

¹ Sections 22.16.040 R-1 (A)-(A)(1)

which encourages development of facilities for visitors without significant impact on residential properties.

Planning Commission Recommendation

MOTION: M/S POHLMAN/WINDSOR moved to adopt staff's findings and conclusions, the following findings and conditions, and to recommend approval to the City Assembly of the conditional use permit for a short-term rental at 722 Biorka Street. The property is also known as a fractional portion of Lot 13 in Block 14, Sitka Townsite, U.S. Survey 1474. The request is filed by Peter Thielke. The owner of record is Peter Thielke:

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:²

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:

² Section 22.30.160(C)

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.

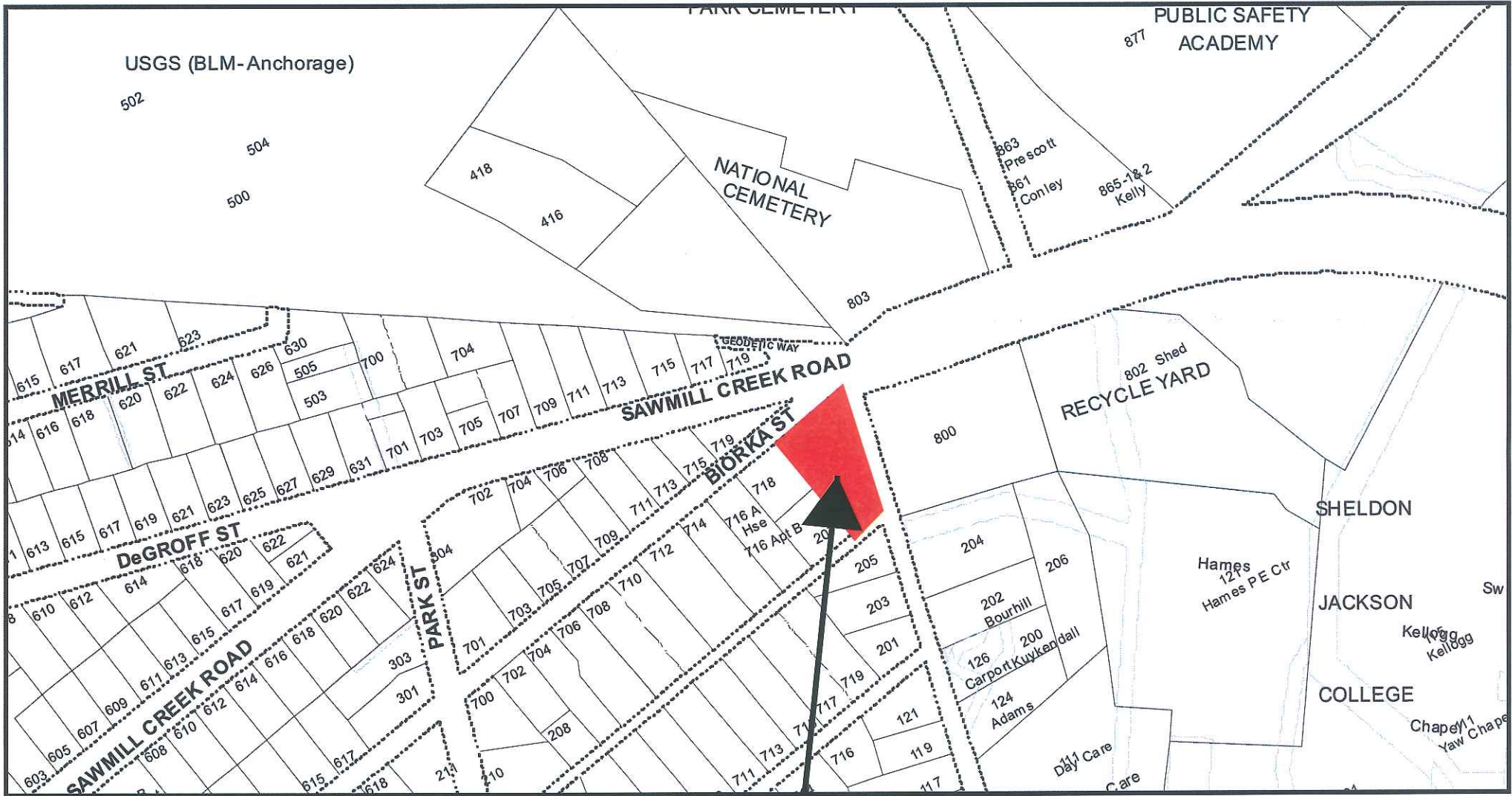
CONDITIONS:

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 request.
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.³
7. Failure to comply with all applicable tax laws, including but not limited to remittance of all sales and bed tax, shall be grounds for revocation of the conditional use permit; and
8. The property owner shall register for a sales account prior to the Conditional Use Permit becoming valid.

Recommendation to Approve CUP

The Planning Commission recommends to approve Peter Thielke's Conditional Use Permit for a short-term rental located at 722 Biorka Street subject to the listed conditions supported by the record of findings.

³ Action: Motion passed on 5-0 voice vote.

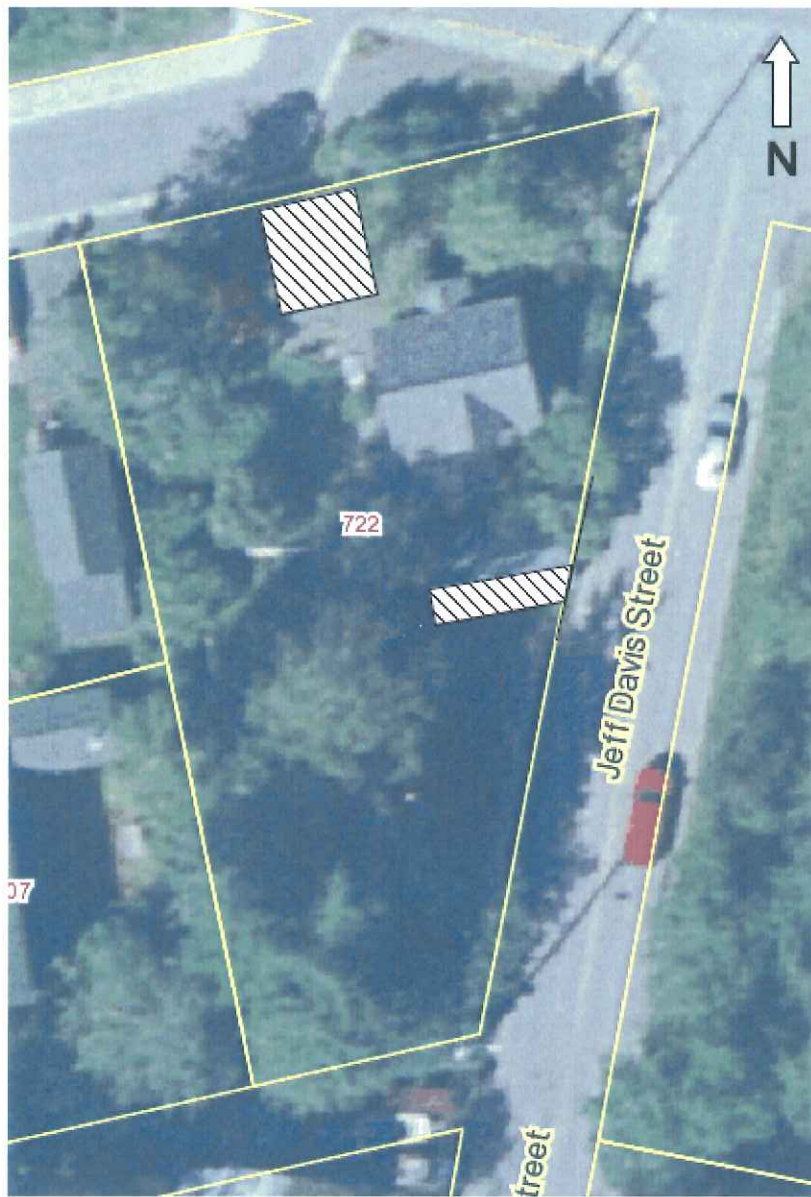


Theilke
 Conditional Use Permit- Short term rental
 722 Biorka Street



Theilke

Conditional Use Permit- Short term rental
722 Biorka Street

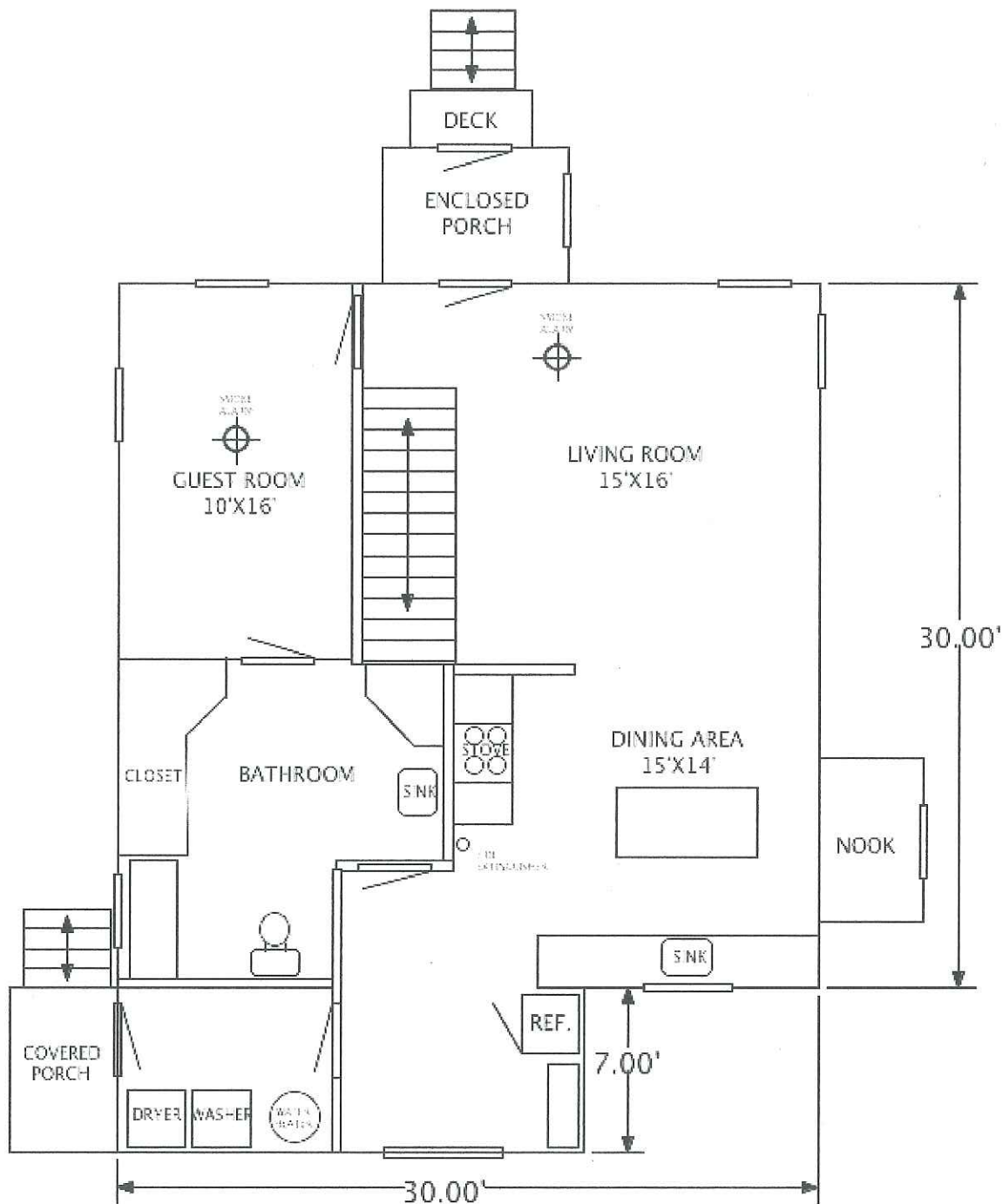


Map of property at 722 Biorka Street in Sitka, AK showing designated parking areas.

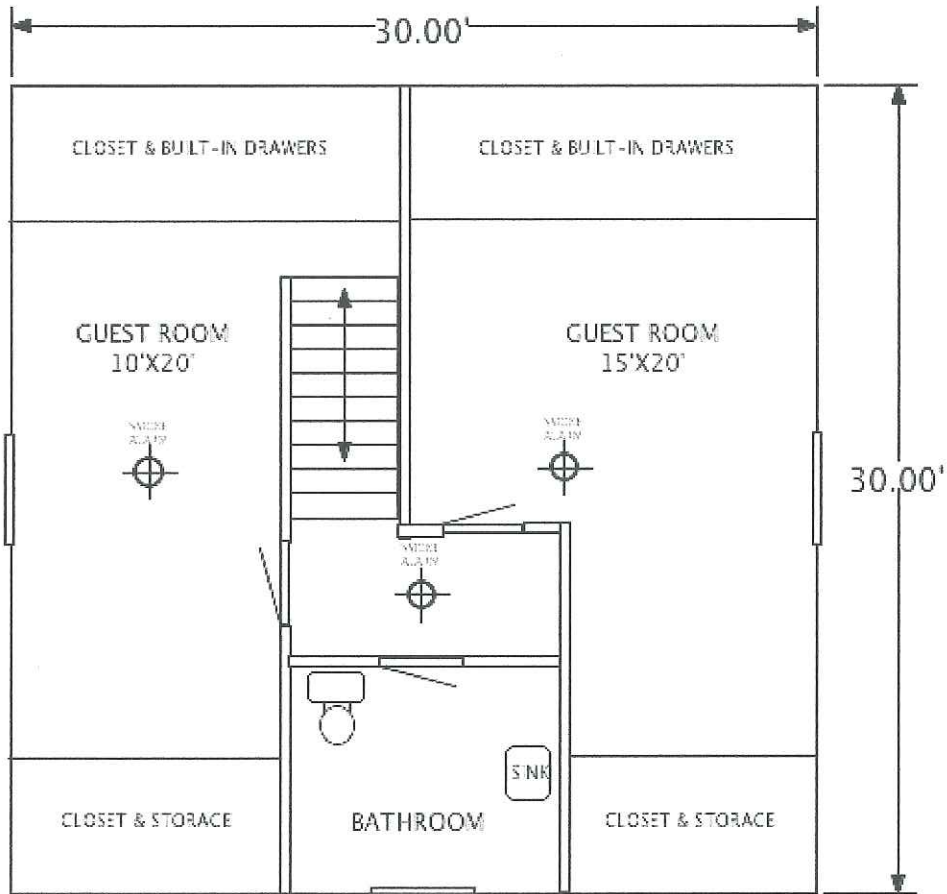
Attachment B- House Interior

Peter L. Thielke

722 Biorka Street



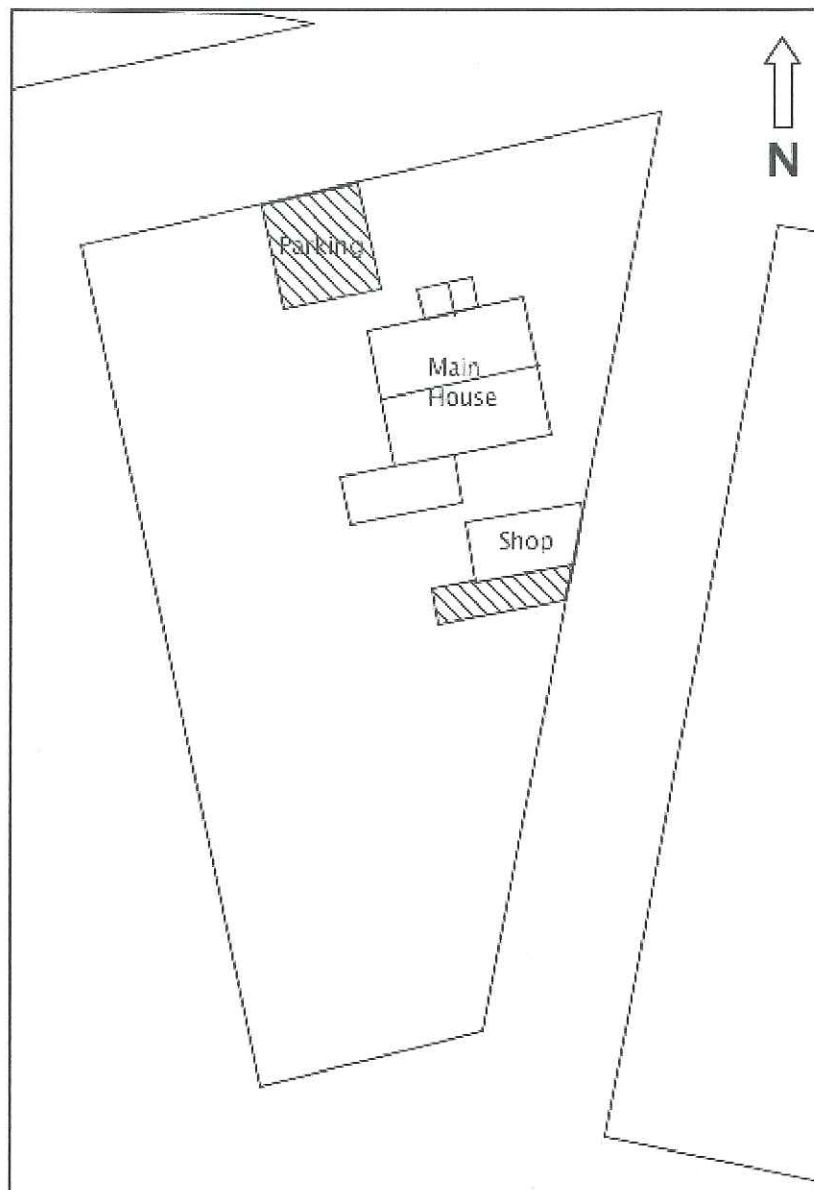
722 BIORKA - MAIN FLOOR



722 BIORKA - SECOND FLOOR

Attachment C-House Exterior and Designated Parking
Peter L. Thielke
722 Biorka Street

Note: See Attachment B for House Dimensions



Map of property at 722 Biorka Street in Sitka, AK showing designated parking areas.

Theilke
Conditional Use Permit- Short term rental
722 Biorka Street

RECEIVED AUG 18 2015

CITY AND BOROUGH OF SITKA

PLANNING DEPARTMENT

SHORT-TERM RENTAL &

BED & BREAKFAST APPLICATION

Short-Term Rental Fee	\$100.00
Bed & Breakfast Fee	\$ 35.00
(per Guestroom)	
* plus current city sales tax *	

APPLICANT'S NAME: Peter L. Thielke

PHONE NUMBER: 805-798-2971

MAILING ADDRESS: 1656 Happy Lane, Ojai, CA 93023

OWNER'S NAME: same as above

(If different from applicant)

PHONE NUMBER: _____

MAILING ADDRESS: _____

PROJECT ADDRESS: 722 Biorka Street

LEGAL DESCRIPTION Lot: 13 Block: 14

Subdivision: _____

U.S. Survey: 1474 Zoning Classification: R-1

State all reasons for justifying request: See attachment A

Describe how the facility will be operated, what meals will be served, and how guests will be transported. (This information may be provided on a separate sheet).

attachment A

Anticipated start date: attachment A

<p>Theilke Conditional Use Permit- Short term rental 722 Biorka Street</p>

What months of the year the facility will be in operation:

Attachment A

Drawing of the **interior** layout showing:

1. Size and location of rooms
2. Types of facilities in the rooms
3. Windows and exits
4. Location of smoke alarms and fire extinguishers
5. Guestrooms specifically delineated on the plans

Drawing of the **exterior** site plan showing:

1. Dimensions of the home
2. How the house sits on the lot
3. Location of parking



Check if facility is not fully constructed at the time of the application



Check if Life Safety Inspection has already been completed. If not, please contact the Building Department at 747-1832 to schedule an appointment. This Inspection is to certify that the residence complies with life and fire safety code aspects.

Bed and Breakfast applicants shall be aware that only limited cooking facilities such as small toaster ovens, microwaves, and refrigerators are allowed and those appliances must be outside of guestrooms.

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

SIGNATURE OF APPLICANT: Peter D. Thielen

Date: 8/5/2015

SIGNATURE OF OWNER: _____

Date: _____

(If different from the applicant)

Attachment A

Short-Term Rental Application

Peter L. Thielke

722 Biorka Street

State all reasons for justifying request:

The house at 722 Biorka has been the Thielke family home since 1945. It has been rented out **long term** since the early 1990's, when my parents entered the Sitka Pioneers' Home. My brother, sister, and I were all born and raised in Sitka, and, now, in our retirement years, want very much to return to Sitka for 1-3 months a year. **When the house is rented long term, it is not available for us** to do this. While I legally own the house, in reality it remains a family house used by my brother and sister and their families as well.

Our family has always held the highest regard for what is best for Sitka as a community. My father served on the Utility Board that brought the Blue Lake Hydro Project on line, and my mother served for many years on the Sitka Library Board and was the primary member responsible for arranging the financing for the present Kattleson Memorial Library. As a family we understand the importance of having **long term rental properties to insure diversity in the community**. For example, the family house at 706 Sawmill Creek Blvd., now in my brother John's name, has been rented out long term by our family for over 70 years. In response to this need for long term rental options in Sitka and to personal usage plans for myself and my family, my plan is to rent my house out **for six months in the winter(October 1-March 31) as a long term rental**, and to have it be a permitted by the City as a **short term rental for the other six summer months(April 1-September 30)**.

Another reason for this plan has to do with the **condition of the house itself**. With regular family visits in the summer months, the house can be **maintained at regular intervals** in an economical fashion. With a long term rental situation and with myself being an **absentee landlord**, house maintenance suffers. Over the years my brother and I have regularly found damage to the house that either was undetected or ignored. In a house that is eighty years old, this is not a desirable situation.

Lastly, it seems to me that this plan makes sense for Sitka from an economic point

of view. Other than for the annual property assessment, as a long term rental my house generated an annual income that went outside of Sitka. With a short term rental, I will have to hire a **property manager, a cleaner, a yard person, and a maintenance person**. These are all jobs that will **generate wages** that stay in Sitka. Plus, when visitors use the house, they will bring significant amounts **of money** into the Sitka economy, and they will spread the word about this amazing place, further increasing the exposure of Sitka as a vacation spot.

Describe how the facility will be operated, what meals will be served, and how guests will be transported.

The house at 722 Biorka will be offered as a short term rental for the summer months listed above. The minimum stay will be three days. Potential guests will book the house online with an online booking agency such as VRBO or AirB&B, or by directly contacting myself or my manager, Maite Lorente, a Sitka resident. Guests will be responsible for their own transportation and meals, and will be given a list of the options available in Sitka for restaurants, grocery stores, taxis, museums, fishing charters, hiking, entertainment, etc.

My local manager will be responsible for keeping the house and yard in good shape, and in addressing any concerns should they arise. I am committed to a low-impact rental situation, where there is full respect for the neighborhood.

Potential long term renters for the winter months must contact me directly by either phone or email, and must have good references for both behavior and financial responsibility.

Anticipated Start Date:

As soon as the permit is issued. I have already begun to look for a long term renter for the winter months.

What months of the year the facility will be in operation:

Long term rental : October 1-March 31

Short term rental: April 1-September 30



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

Date: September 10, 2015

To: Planning Commission

From: Michael Scarcelli, Senior Planner

Re: Thielke CU 15-18

GENERAL INFORMATION

Applicant: Peter Thielke

Property Owner: Peter Thielke

Property Address: 722 Biorka Street

Legal Description: Lot 13, Block 23, Sitka Townsite,
U.S. Survey 1474

Parcel ID Number: 11830000

Size of Existing Lot: 5118.8 sq. ft.

Zoning: R1

Existing Land Use: Residential

Utilities: City water, sewer, electric

Access: Direct from Biorka Street

Surrounding Land Use: Residential and Cemetery

ATTACHMENTS

Attachment A: Vicinity Map

Attachment B: Aerial Vicinity Map

Attachment C: Parcel Pictures

Attachment D: Application (includes additional attachments)

Attachment E: Site Plan

Attachment F: Subdivision Plat

Attachment G: Zoning Map

Attachment H: Flood Zone Map

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

Attachment I: Mailing List
Attachment J: Proof of Payment
Attachment K: Warranty Deed

BACKGROUND/PROJECT DESCRIPTION

The applicant has very well defined business plans for the short term rental (STR). First, the house has been used as a long-term rental and the owner is an absentee landlord. However, the proposal looks to create a STR during the months of April through September and leave a long-term rental for October through March. This would allow the owner to not only visit and use his home on a short term basis, but also to help him keep up repairs. In addition, the proposal will include a STR use that will require property management and bed tax, both of which will stimulate the economy of Sitka and provide more job opportunities.

The parcel 5118.8 sq. ft. There is a large front yard with access directly off of Biorka Street and also Jeff Davis Street. The house is a two-story, three bedroom, two bath home.

With only two parking spaces required per residential dwelling in this zone, and because the house is a single-family dwelling, there is more than adequate parking area provided by two separate parking areas.

22.16.040 R-1 single-family and duplex residential district.

A. Intent. The R-1 district is intended to include lands suited by topography and other natural conditions for urban development and which are provided with a full range of public utilities including sewer, water, electricity and storm drains or are intended to be provided with such utilities in the near future.

1. This district is intended primarily for single-family or duplex residential dwellings at moderate densities, but structures and uses required to serve recreational and other public needs of residential areas are allowed as conditional uses subject to restrictions intended to preserve the residential character of the R-1 district.

2. The R-1 district, as it is a very restrictive district, may also be utilized as a holding district for lands which are located within the urban area but are not presently served by access or utilities until such time as a full-scale development plan can be adopted to allow a more permanent zoning district designation.

ANALYSIS

1. CRITERIA TO BE USED IN DETERMINING THE IMPACT OF CONDITIONAL USES.

a. Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses: Single family home will be used as a short-term rental during the summer months where both the owner's family will occupy and also rent as a STR when not present. Traffic Impact is the same or less than when owners are present or when rented long-term.

b. Amount of noise to be generated and its impacts on surrounding land use: Same amount of noise to slightly more as property will remain residential but visitors/guests will be on vacation.

c. Odors to be generated by the use and their impacts: No additional odors.

d. Hours of operation: Vacation rental primarily during the summer months, when not owner occupied.

e. Location along a major or collector street: one-way egress from Biorka to Sawmill Creek Road.

f. Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario: No cut through traffic scenario will be created.

g. Effects on vehicular and pedestrian safety: No effects.

h. Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: Same ability as if home was only single family.

i. Logic of the internal traffic layout: There is plenty of room on the property for vehicle access and parking. Two separate parking areas shown on applicants plan and confirmed by staff.

j. Effects of signage on nearby uses: No effect. No signage proposed.

k. Presence of existing or proposed buffers on the site or immediately adjacent the site: The site has a measure of privacy due to sufficient landscaping and large lot size for area and the site placement of the house and neighboring houses.

l. Relationship if the proposed conditional use is in a specific location to the goals, policies, and objectives of the comprehensive plan: Conforms to Comprehensive Plan Section 2.5.2, which states. "To encourage commercial and industrial developments of a quality that does not adversely impact any adjacent recreational and residential areas"; and Section 2.6.2(K), which supports facilities to accommodate visitors that do not impact surrounding residential neighborhoods any more than typical residential uses.

m. Other criteria that surface through public comments or planning commission review:

- **Parking:** CBS code 22.20.100 requires two spaces. *1. Residential Uses. For each dwelling unit up to and including four-family buildings: two parking spaces per unit.*
- **Habitat:** Existing building- no habitat will be affected by the Applicant's proposal.
- **Property value or Neighborhood harmony:** There is no evidence to suggest that this use will have an impact on surrounding property values. It will increase the value of the proposed structure.

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.
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

It is recommended that the Planning Commission adopt the Senior Planner's analysis and findings and grant the requested conditional use permit with the following 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.

CITY AND BOROUGH OF SITKA
Planning Commission
Minutes of Meeting
September 15, 2015

Present: Richard Parmelee (Chair), Chris Spivey (Vice Chair), Randy Hughey (Member), Debra Pohlman (Member), Darrell Windsor (Member), Michael Scarcelli (Senior Planner), Samantha Pierson (Planner I)

Absent: None

Members of the Public: Ken Cameron, Ptarmica McConnell, Peter Thielke, Susan Litman, Cliff Richter, Kyle Young, Deanna Moore

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

Roll Call:

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

Consideration of the Minutes from the September 1, 2015 meeting:

MOTION: M/S HUGHEY/PARMELEE moved to approve the meeting minutes for September 1, 2015.

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

The evening business:

**FIVE LOT HYBRID SUBDIVISION
LOT 11, ALICE AND CHARCOAL ISLAND SUBDIVISION
SHEE ATIKA, INC.**

Public hearing and consideration of a final plat for a 5 lot hybrid subdivision at Lot 11, Alice and Charcoal Island Subdivision filed by Shee Atika, Inc. The subdivision will create five lots. The property is also known as Lot 11, Alice and Charcoal Island Subdivision. The request is filed by Shee Atika, Inc. The owner of record is Shee Atika, Inc.

STAFF REPORT: Senior Planner Michael Scarcelli described the lot and the proposed division into five lots. Scarcelli passed around to the public and the Planning Commission a handout of the 5 lot hybrid subdivision. Staff reviewed how the proposal met the required criteria, specifically how lot 11E was noted as limited to access from Alice Loop and the other 4 lots had access via an access easement. Important items presented were the criteria required to meet the zoning, subdivision, and comprehensive plan.

APPLICANT: Ken Cameron stated that Scarcelli's description of the five proposed lots was accurate.

COMMISSIONER DELIBERATION:

PUBLIC COMMENT: No public comment.

MOTION: M/S PARMELEE/WINDSOR moved to adopt the required findings as presented by staff in his written and oral report that the proposal meets the required SGC criteria, comports with the comprehensive plan and Title 21 and 22, and the finding that it does not adversely impact the public, health, safety and welfare, and to approve final plat for a 5 lot hybrid subdivision at Lot 11, Alice and Charcoal Island Subdivision filed by Shee Atika, Inc. The subdivision will create five lots. The property is also known as Lot 11, Alice and Charcoal Island Subdivision. The request is filed by Shee Atika, Inc. The owner of record is Shee Atika, Inc.

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

REPLAT

**TRACT M, U.S. SURVEY 3555, GALANKIN ISLAND SUBDIVISION
ROBERT JURANICH**

Public hearing and consideration of a replat of Tract M and immediately adjacent westerly common area of Galankin Island filed by Robert Juranich. Replat will remove the center lot line and merge two lots into one. The property is also known as Tract M of US Survey 3555 and adjacent common area of Galankin Island Subdivision. The owners of record are Robert and Marilyn Juranich and Galankin Islanders, Inc.

STAFF REPORT: Senior Planner Michael Scarcelli described the lot and the proposed replat addressing the intent of the GI and LI zoning districts, the minimum lot requirements of 1 acre, and nature of the past disconnected nature of Tract M, and the current connection to Galankin Island. It was staff's analysis to require a plat variance and Zoning map amendment as conditions of approval.

APPLICANT: Sue Litman and Patrick O'Neill represented Robert Juranich. She stated that she was unaware that an additional variance proceeding would be required, but stated that she was certain that Mr. Juranich would want to continue moving forward with the replat.

COMMISSIONER DELIBERATION: Commissioners discussed that this vote could move forward, and Mr. Juranich can decide whether or not to continue the process by pursuing a variance and ZMA.

PUBLIC COMMENT: No public comment.

MOTION: M/S POHLMAN/HUGHEY moved to adopt Staff's oral findings that it conformed with the SGC, Comprehensive Plan, did not adversely impact the public, health, safety and welfare and recommend approval of the replat of Tract M and immediately adjacent westerly common area of Galankin Island. Replat will remove the center lot line and merge two lots into one. The property is also known as Tract M of US Survey 3555 and adjacent common area of Galankin Island Subdivision. The owners of record are Robert and Marilyn Juranich and Galankin Islanders, Inc. conditioned upon approval of a plat variance and zoning map amendment.

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

ZONING TEXT CHANGE

ALLOWING FOR THE APPROVAL OF CONDITIONAL USE PERMITS BY THE PLANNING COMMISSION WITH RIGHTS OF APPEAL TO THE BOARD OF ADJUSTMENT CITY AND BOROUGH OF SITKA

Public hearing and consideration of a proposed zoning text amendment to amend the SGC Sections 22.30.050 (F), 22.30.060, 22.30.160 (C), 22.30.370(3)(a), 22.24.010—2, and all supporting code sections to allow for the approval of Conditional Use Permits by the Planning Commission with rights of appeal to the Board of Adjustment. The request is filed by the City and Borough of Sitka.

STAFF REPORT: Scarcelli explained the proposed amendment. This amendment would allow the Planning Commission to approve instead of recommending approval to the City Assembly on Conditional Use Permits, with rights of aggrieved parties to appeal to the City Assembly acting as Board of Adjustment. This would result in making the process streamlined for applicants. Additionally, this amendment would reduce the amount of cases sent to the Assembly by the Planning Commission to allow them more time to focus on larger issues.

COMMISSIONER DELIBERATION: Commissioners discussed the potential benefits of the proposal. Passage of this amendment would lighten the workload and decrease meeting time for Assembly members.

PUBLIC COMMENT: No public comment.

MOTION: **M/S WINDSOR/PARMELEE** moved to adopt findings that this amendment comported with the SGC and Comprehensive Plan, did not adversely impact the public, health, safety, and welfare, and to recommend approval to the City Assembly of a proposed zoning text amendment to amend the SGC Sections 22.30.050 (F), 22.30.060, 22.30.160 (C), 22.30.370(3)(a), 22.24.010—2, and all supporting code sections to allow for the approval of Conditional Use Permits by the Planning Commission with rights of appeal to the Board of Adjustment. The request is filed by the City and Borough of Sitka.

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

VARIANCE REQUEST

**298 KAAGWAANTAN STREET
BARANOF ISLAND HOUSING AUTHORITY**

Public hearing and consideration of a variance request filed by Baranof Island Housing Authority for 298 Kaagwaantaan Street. The variance request is for a reduction in the front setback from 20 to 5 feet and the rear setback from 10 to 5 feet for the construction of a single-family home. The property is also known as Lot 4, Allen/Carlson Subdivision. The request is filed by the Baranof Island Housing Authority. The owner of record is the Baranof Island Housing Authority.

STAFF REPORT: Scarcelli described the topography of the lot, small size, parking, and the variance request. The lot is small and oddly shaped, making development difficult. Staff presented the required findings for a variance.

APPLICANT: Cliff Richter and Kyle Young represented Baranof Island Housing Authority. Richter and Young stated agreement with Scarcelli's report. Richter and Young described in further detail the constraints of the property and the site plan.

COMMISSIONER DELIBERATION: Commissioners discussed that the small lot size and odd shape makes it difficult to develop the lot.

PUBLIC COMMENT: No public comment.

MOTION: M/S WINDSOR/HUGHEY: moved to adopt the following findings and approve a variance request filed by Baranof Island Housing Authority for 298 Kaagwaantaan Street. The variance request is for a rear setback reduction from 10 to 5 feet for the construction of a single-family home. The property is also known as Lot 4, Allen/Carlson Subdivision. The request is filed by the Baranof Island Housing Authority. The owner of record is the Baranof Island Housing Authority.

Findings:

- a. That there are special circumstances to the intended use that do not apply generally to the other properties. Special circumstances may include the shape of the parcel, the topography of the lot, the size or dimensions of the parcels, the orientation or placement of existing structures, or other circumstances that are outside the control of the property owner, *specifically the substandard lot size and odd flag shape*;
- b. The variance is necessary for the preservation and enjoyment of a substantial property right or use possessed by other properties but are denied to this parcel; such uses may include the placement of garages or the expansion of structures that are commonly constructed on other parcels in the vicinity;
- c. That the granting of such a variance will not be materially detrimental to the public welfare or injurious to the property, nearby parcels or public infrastructure, *specifically a single family home will add to the surrounding property values and neighborhood harmony*;
- d. That the granting of such a variance will not adversely affect the comprehensive plan.

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

**CONDITIONAL USE PERMIT
722 BIORKA STREET
PETER THIELKE**

Public hearing and consideration of a conditional use permit for a short-term rental at 722 Biorka Street. The property is also known as a fractional portion of Lot 13 in Block 14, Sitka Townsite, U.S. Survey 1474. The request is filed by Peter Thielke. The owner of record is Peter Thielke.

STAFF REPORT: Scarcelli described the short-term rental request, detailed business plan, and how the proposal helps create a better maintain property, meets the parking, comports with zoning code and comprehensive plan, creates positive economic benefits,

and no adverse impacts. He stated that the lot's landscaping provides a lot of privacy. Staff's conclusion was that it complied with the Sitka General Code, the Comprehensive Plan, and it did not impact the public, health, safety, and welfare, and benefitted the community.

APPLICANT: Peter Thielke affirmed Scarcelli's analysis. Thielke stated that he does not live in Sitka year-round. He stated that the short-term rental would make it feasible for him and his siblings to visit Sitka during the summer for short periods of time and stay in the house. Purely long-term rentals would not allow him the same flexibility. Thielke stated that he is committed to the community's need for long-term rentals, and reports that he has rented the house for longer blocks of time for the upcoming fall and winter months.

PUBLIC COMMENT: No public comment.

COMMISSIONER DELIBERATION: Commissioners discussed that this was a feasible option for maintaining the home, and this is his family's established property.

MOTION: M/S POHLMAN/WINDSOR moved to adopt staff's findings and conclusions, the following findings and conditions, and to recommend approval to the City Assembly of the conditional use permit for a short-term rental at 722 Biorka Street. The property is also known as a fractional portion of Lot 13 in Block 14, Sitka Townsite, U.S. Survey 1474. The request is filed by Peter Thielke. The owner of record is Peter Thielke:

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.

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 request.
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.

**CONDITIONAL USE PERMIT
703 BIORKA STREET
DEANNA MOORE**

Public hearing and consideration of a conditional use permit for a bed and breakfast at 703 Biorka Street. The property is also known as Lot 11, Block 23, Sitka Townsite, and U.S. Survey 1474. The request is filed by Deanna Moore. The owner of record is Deanna Moore.

STAFF REPORT: Scarcelli described the lot and the conditional use permit request, related past history of a CUP for a STR, and how this proposal would have positive impacts and have less negatives than other typical residential uses due to owner occupation with this proposed use and the large parking, setbacks, and characteristics of the home and property. The property has plenty of parking to accommodate guests. Ultimately staff's conclusion was that it complied with the Sitka General Code, the Comprehensive Plan, and it did not impact the public, health, safety, and welfare, and benefitted the community.

APPLICANT: Deanna Moore stated that Scarcelli's analysis was accurate.

PUBLIC COMMENT: No public comment.

COMMISSIONER DELIBERATION:

MOTION: **M/S PARMELEE/WINDSOR** moved to adopt staff's findings and conclusions, the following findings and conditions, and to recommend approval to the City Assembly of the *conditional use permit for a bed and breakfast at 703 Biorka Street. The property is also known as Lot 11, Block 23, Sitka Townsite, and U.S. Survey 1474. The request is filed by Deanna Moore. The owner of record is Deanna Moore:*

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.

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 request.
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.

DIRECTORS REPORT: Scarcelli shared that he is working with Maegan Bosak to address streamlining the findings and conclusions to help preserve time of the Planning Commission to allow adequate time for consideration of important issues. He stated that he and Bosak have plans to initiate the Comprehensive Plan soon, which will focus on grassroots input. Scarcelli is attending training in October for Historic Preservation and Planning. Scarcelli introduced Samantha Pierson, the new Planner I. Scarcelli thanked Parmelee for his 8 years of service to the Planning Commission, and we will begin the selection process for a new member.

PUBLIC COMMENT: No public comment.

COMMISSIONER DELIBERATION: Chair Parmelee announced that he would be stepping down as chair. Commissioners discussed his potential replacement.

MOTION: M/S WINDSOR/POHLMAN moved to approve Chris Spivey as Chair.

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

MOTION: **M/S PARMELEE/SPIVEY** moved to approve Darrell Windsor as Vice Chair.

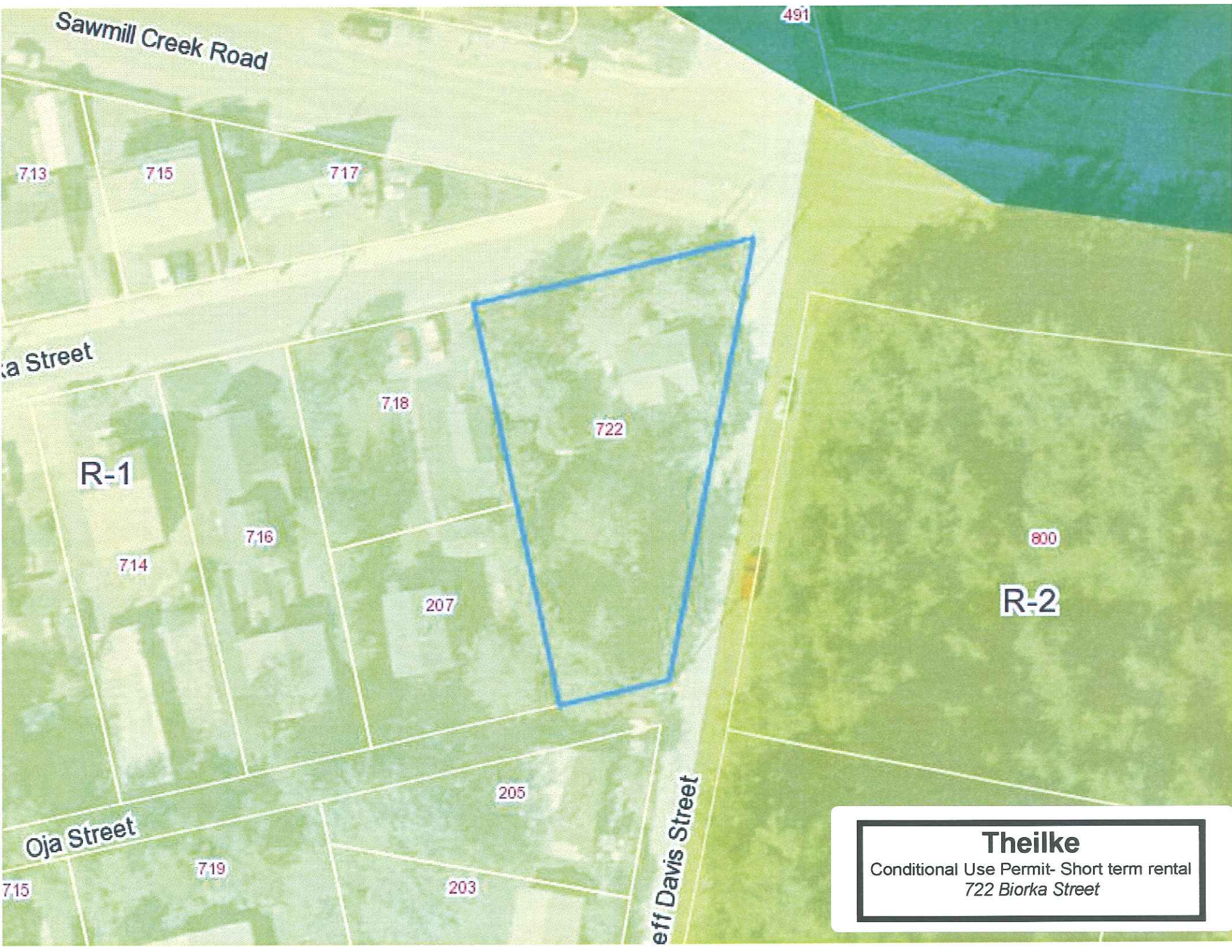
ACTION: Motion **PASSED unanimously 5-0** on a voice vote.

MOTION: **M/S PARMELEE/POHLMAN** moved to adjourn at 8:10 pm.

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

Chris Spivey, Vice Chair

Samantha Pierson, Secretary



Sawmill Creek Road

491

713

715

717

Biorka Street

718

722

R-1

716

800

714

207

R-2

Oja Street

205

Jeff Davis Street

719

203

715

Theilke
Conditional Use Permit- Short term rental
722 Biorka Street

CITY and Borough of Sitka, AK
100 Lincoln St
Sitka, AK 99835

Date: 09/02/2015
Receipt: 2016-00013127
Cashier: Front Counter
Received From: PETER THIELKE

PLAN - Planning Permits/Zo	100.00
oting	
S&T - Sales Tax 3rd quarte	6.00
R. G. T.	

Receipt Total	106.00
Total Check	106.00

Total Remitted	106.00

Total Received	106.00

PAID IN FULL

Theilke
Conditional Use Permit- Short term rental
722 Biorka Street



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Sitka Planning Commission Agenda
Tuesday, September 15, 2015
Held at Sealing Cove Business Center
601 Alice Loop, Sitka, Alaska
7:00pm

- I. CALL TO ORDER AND ROLL CALL
- II. CONSIDERATION OF THE AGENDA
- III. CONSIDERATION OF THE MINUTES FROM September 1, 2015
- IV. THE EVENING BUSINESS
 - A. Public hearing and consideration of a final plat for a 5 lot hybrid subdivision at Lot 11, Alice and Charcoal Island Subdivision filed by Shee Atika, Inc. The subdivision will create five lots. The property is also known as Lot 11, Alice and Charcoal Island Subdivision. The request is filed by Shee Atika, Inc. The owner of record is Shee Atika, Inc.
 - B. Public hearing and consideration of a replat of Tract M and immediately adjacent westerly common area of Galankin Island filed by Robert Juranich. Replat will remove the center lot line and merge two lots into one. The property is also known as Tract M of US Survey 3555 and adjacent common area of Galankin Island Subdivision. The owners of record are Robert and Marilyn Juranich and Galankin Islanders, Inc.
 - C. Public hearing and consideration of a proposed zoning text amendment to amend the SGC Sections 22.30.050 (F), 22.30.060, 22.30.160(C), 22.30.370(3)(a), 22.24.010-2, and all supporting code sections to allow for the approval of Conditional Use Permits by the Planning Commission with rights of appeal to the Board of Adjustment. The request is filed by the City and Borough of Sitka.
 - D. Public hearing and consideration of a variance request filed by Baranof Island Housing Authority for 298 Kaagwaantaan Street. The variance request is for a reduction in the front setback from 20 to 5 feet and the rear setback from 10 to 5 feet for the construction of a single-family home. The property is also known as Lot 4, Allen/Carlson Subdivision. The request is filed by the Baranof Island Housing Authority. The owner of record is the Baranof Island Housing Authority.
 - E. **Public hearing and consideration of a conditional use permit for a short-term rental at 722 Biorka Street. The property is also known as a fractional portion of Lot 13 in Block 14, Sitka Townsite, U.S. Survey 1474. The request is filed by Peter Thielke. The owner of record is Peter Thielke.**
 - F. Public hearing and consideration of a conditional use permit for a bed and breakfast at 703 Biorka Street. The property is also known as Lot 11, Block 23, Sitka Townsite, and U.S. Survey 1474. The request is filed by Deanna Moore. The owner of record is Deanna Moore.

- 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 planning.comment@cityofsitka.org, or faxed to (907) 747-6138. Those with questions may call (907) 747-1814.

Publish: September 8 and 9.

Parcel ID: 11415000
ANDREW/TERESA THOMS/LORENTE
THOMS, ANDREW & LORENTE, TERESA
121 JEFF DAVIS ST
SITKA AK 99835-7619

Parcel ID: 11420000
ADAM ADAY
ADAY, ADAM, S.
716 ETOLIN ST.
SITKA AK 99835

Parcel ID: 11425000
SHAWN FOUST
FOUST, SHAWN, B.
P.O. BOX 504
SILVERTON OR 97381-0504

Parcel ID: 11750000
NUTTING FAMILY REV. LIVING TRUST
NUTTING, RODNEY, L./FAYRINE, A.
708 BIORKA ST.
SITKA AK 99835

Parcel ID: 11770000
JAMES/LESA WAY
WAY, JAMES, B./LESA, M.
712 BIORKA ST.
SITKA AK 99835

Parcel ID: 11780000
VALERIE NELSON
NELSON, VALERIE
714 BIORKA ST.
SITKA AK 99835

Parcel ID: 11795000
SCOTT/NIECHOLE ROBINSON
ATTN: JENNY
ROBINSON, SCOTT/NIECHOLE
315 SEWARD ST, STE B
SITKA AK 99835

Parcel ID: 11810001
STEVEN/SHIRLEY DALQUIST
DALQUIST, STEVEN, J./SHIRLEY, M.
P.O. BOX 45
SITKA AK 99835-0045

Parcel ID: 11815000
STEVEN/SHIRLEY DALQUIST
DALQUIST, STEVEN, J./SHIRLEY, M.
P.O. BOX 45
SITKA AK 99835-0045

Parcel ID: 11830000
PETER THIELKE
THIELKE, PETER, L.
1656 HAPPY LANE
OJAI CA 93023

Parcel ID: 11850000
NATHANIEL MONAHAN
MONAHAN, NATHANIEL, J.
P.O. BOX 875
SITKA AK 99835-0875

Parcel ID: 11855000
INGERMAN SLOAN FAMILY 2010 T
INGERMAN SLOANE FAMILY TRU:
2101 NICASIO VALLEY RD
NICASIO CA 94946

Parcel ID: 11860000
IRVIN KEILMAN TRUST
KEILMAN, IRVIN, W.
825 WILLANA ST
MILAN MI 48160

Parcel ID: 11870000
EVELYN CICI
CICI, EVELYN, J.
P.O. BOX 635
SITKA AK 99835-0635

Parcel ID: 11890000
G.M./M.T/H.M. WATCHERS
WATCHERS, G.M., M.T., H.M.
715 ETOLIN ST
SITKA AK 99835

Parcel ID: 11900000
LARRY/KATHLEEN JACKSON/KREISS
JACKSON, LARRY & KREISS, KATHLEEN
22 AMHERST RD
MORGANTOWN WV 26505

Parcel ID: 13315000
JOHN/KAREN THIELKE
THIELKE, JOHN, F./KAREN, G.
19518 14TH AVE NW
SHORELINE WA 98177

Parcel ID: 13325000
ETHEL MAKINEN
MAKINEN, ETHEL, E.
717 BIORKA ST
SITKA AK 99835

Parcel ID: 13335000
DAVID PATT
PATT, DAVID, A.
715 BIORKA ST
SITKA AK 99835

Parcel ID: 13340000
MICHAEL/JACQUEL LAGUIRE
LA GUIRE, MICHAEL/JACQUELINE
P.O. BOX 6369
SITKA AK 99835-6369

Parcel ID: 13345000
DAVID/WENDY LONGTIN
LONGTIN, DAVID & WENDY
711 BIORKA ST
SITKA AK 99835

Parcel ID: 13350000
SCOTT/CLEO BRYLINSKY
BRYLINSKY, SCOTT, D./CLEO, K.
709 BIORKA ST
SITKA AK 99835

Parcel ID: 13360000
MARTIN/ANNETTE BECKER
BECKER, MARTIN/ANNETTE
705 BIORKA ST.
SITKA AK 99835

Parcel ID: 18100000
DOUGLAS JENNY
JENNY, DOUGLAS, E.
709 SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 18105000
DAVID/DYAN LOWRANCE/BESETTE
LOWRANCE, DAVID, M./BESETTE, DYAN
P.O. BOX 1074
SITKA AK 99835-1074

Parcel ID: 18110000
DENTON/BRIAN PEARSON/HANSON
PEARSON, DENTON & HANSON, BRIAN
713-B SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 18125000
ANTHONY/CINDY GUEVIN/LITMAN
GUEVIN, ANTHONY/LITMAN, CIND
715 SAWMILL CREEK RD
SITKA AK 99835

P&Z Mailing
9/4/15

Theilke
Conditional Use Permit- Short term rental
722 Biorka Street

Parcel ID: 18130000
JOHN UPCRAFT
UPCRAFT, JOHN
701 PHERSON ST, APT A
SITKA AK 99835

Parcel ID: 18132000
BARBARA FRITZLER
FRITZLER, BARBARA, S.
717 SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 18556001
U.S. FOREST SERVICE
U.S. FOREST SERVICE
208 SIGINAKA WAY
SITKA AK 99835

Parcel ID: 18558002
SITKA CEMETARY ASSOCIATION, INC.
SITKA CEMETARY ASSOCIATION, INC.
221 LINCOLN ST
SITKA AK 99835

Parcel ID: 18560000
BARANOF ISLAND HOUSING AUTHORITY
BARANOF ISLAND HOUSING AUTHORITY
245 KATLIAN AVE
SITKA AK 99835

Parcel ID: 18562010
STANLEY/NANCY BARGE
BARGE, STANLEY & NANCY
124 JEFF DAVIS ST
SITKA AK 99835

Parcel ID: 18562011
DANIEL/MARY PALOF
PALOF, DANIEL/MARY BETH
200 JEFF DAVIS ST
SITKA AK 99835

Parcel ID: 18562012
MICHAEL/REBECCA MARTELLO
MARTELLO, MICHAEL & REBECCA
202 JEFF DAVIS ST
SITKA AK 99835

Parcel ID: 18562013
RANDY HITCHCOCK
HITCHCOCK, RANDY
204 JEFF DAVIS ST
SITKA AK 99835

Parcel ID: 18562014
NANCY/WILLIAM DAVIS JOINT REVOCABLE TRUST
DAVIS REV. TRUST, NANCY & WILLIAM
P.O. BOX 6494
SITKA AK 99835-6494

Parcel ID: 18562015
CITY & BOROUGH OF SITKA
RECYCLING CENTER
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 18562016
KIM/MARY RICKARD
RICKARD, KIM & MARY
3315-A HALIBUT POINT RD
SITKA AK 99835-9525

Parcel ID: 18562017
ALASKA ARTS SOUTHEAST, INC.
HAMES CENTER
ALASKA ARTS SOUTHEAST, INC.
P.O. BOX 3086
SITKA AK 99835-3086