

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 *MS*

Subject: Finkenbinder, 415 DeArmond St.: Bed & Breakfast Conditional Use Permit

Date: August 14, 2015

The Planning Commission is recommending approval of a conditional use permit request for operation of a one guest-room bed and breakfast filed by Shelia Finkenbinder at 415 DeArmond Street. Action on this item was taken at the August 4, 2015 Planning Commission meeting. The recommendation to approve the request, based on the following findings, passed unanimously 4-0.

Ms. Finkenbinder owns a one-story, two-bedroom, one-bathroom home with attached garage and small efficiency apartment behind the garage making this property a duplex located at 415 DeArmond Street. The house is 984 square feet located on a 8,120 sq. ft. lot. There are 6 parking spaces available in excess of Code requirements. Applicant plans to rent out her pull-out couch, provide office space for changing and storage of luggage, and provide breakfast to a single guest client at a time through "Air BnB." The property is adjacent to a residential neighbor on one side and the Alaska Housing Finance Corporation housing "Paxton Manor" on the other side.

The R-1 single-family and duplex residential 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.

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

The Planning Office has not received any comments on this request.

Planning Commission Recommendation

Approve the Planning Commission's recommendation to approve the request with the following findings and conclusions¹:

“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 2.1.1: 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;

¹ MOTION: M/S WINDSOR/POHLMAN moved to approve the findings.

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.”^{2 3 4 5}

Summary

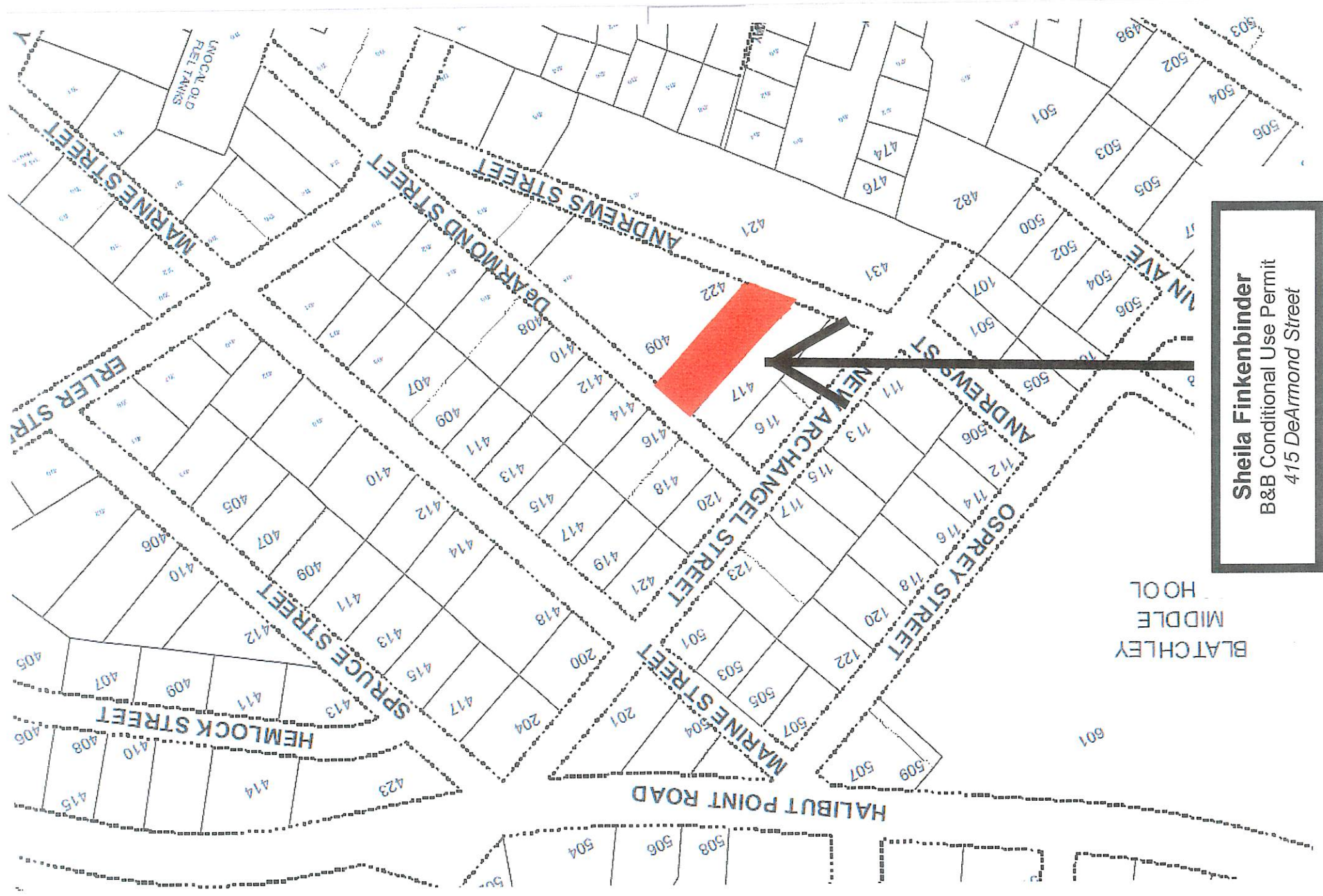
The Planning Commission recommends to approve Shelia Finkenbinder’s Conditional Use Permit for a one guest-room bed and breakfast located at 415 DeArmond Street subject to Code provisions and supported by the record of findings.

² Section 22.30.160(C)

³ **ACTION: Motion PASSED unanimously 4-0** on a voice vote.

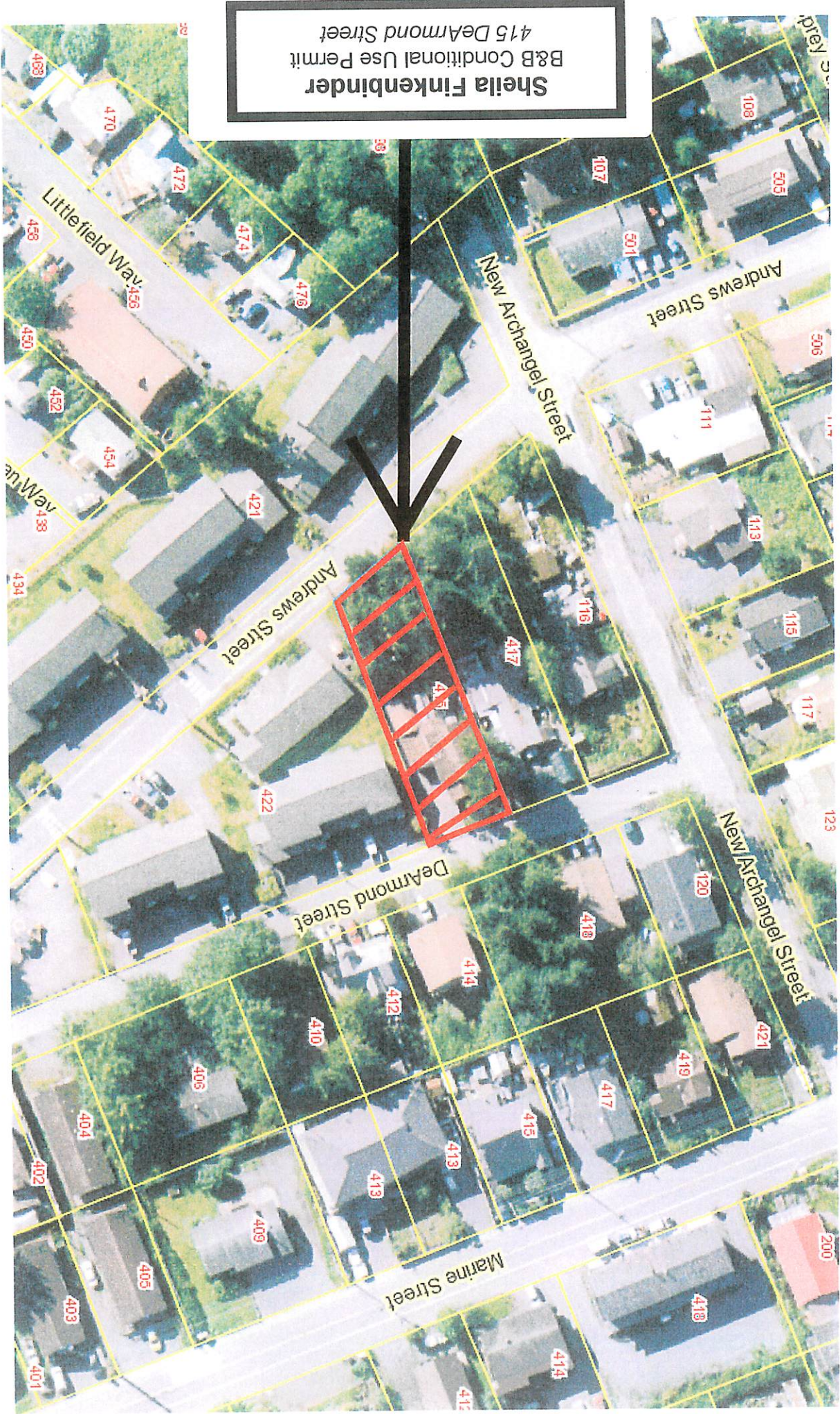
⁴ **MOTION: M/S SPIVEY/WINDSOR** moved to recommend approval of a bed and breakfast conditional use permit at 415 DeArmond Street. The property is also known as Lot 12 and portion of Lot 11, Block 26 of the Spruce Glen Subdivision. The request is filed by Sheila Finkenbinder. The owner of record is Sheila Finkenbinder.

⁵ **ACTION: Motion PASSED unanimously 4-0** on a voice vote.



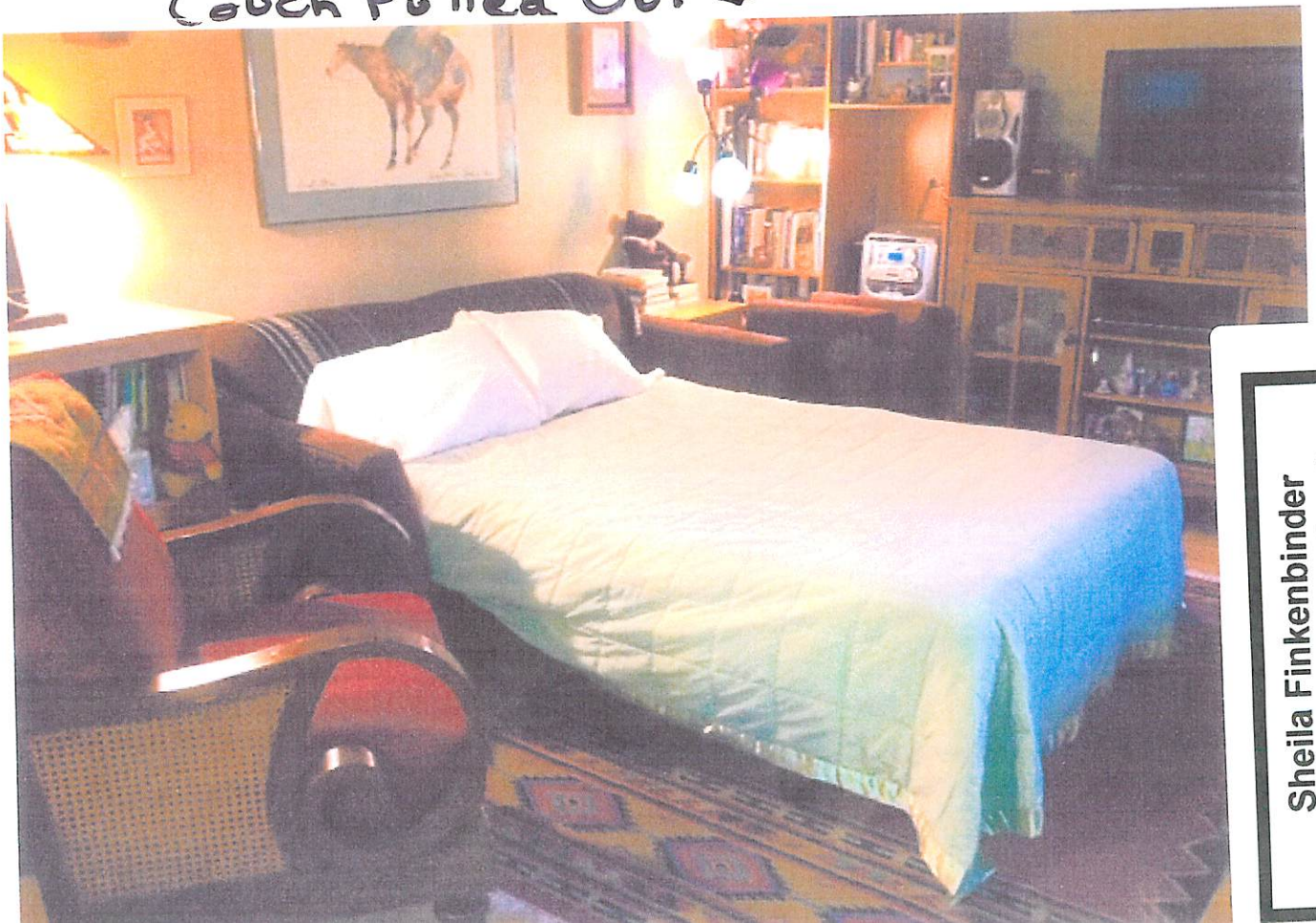
Sheila Finkenbinder
B&B Conditional Use Permit
415 DeArmond Street

Sheila Finkenbinder
B&B Conditional Use Permit
415 Dearmond Street





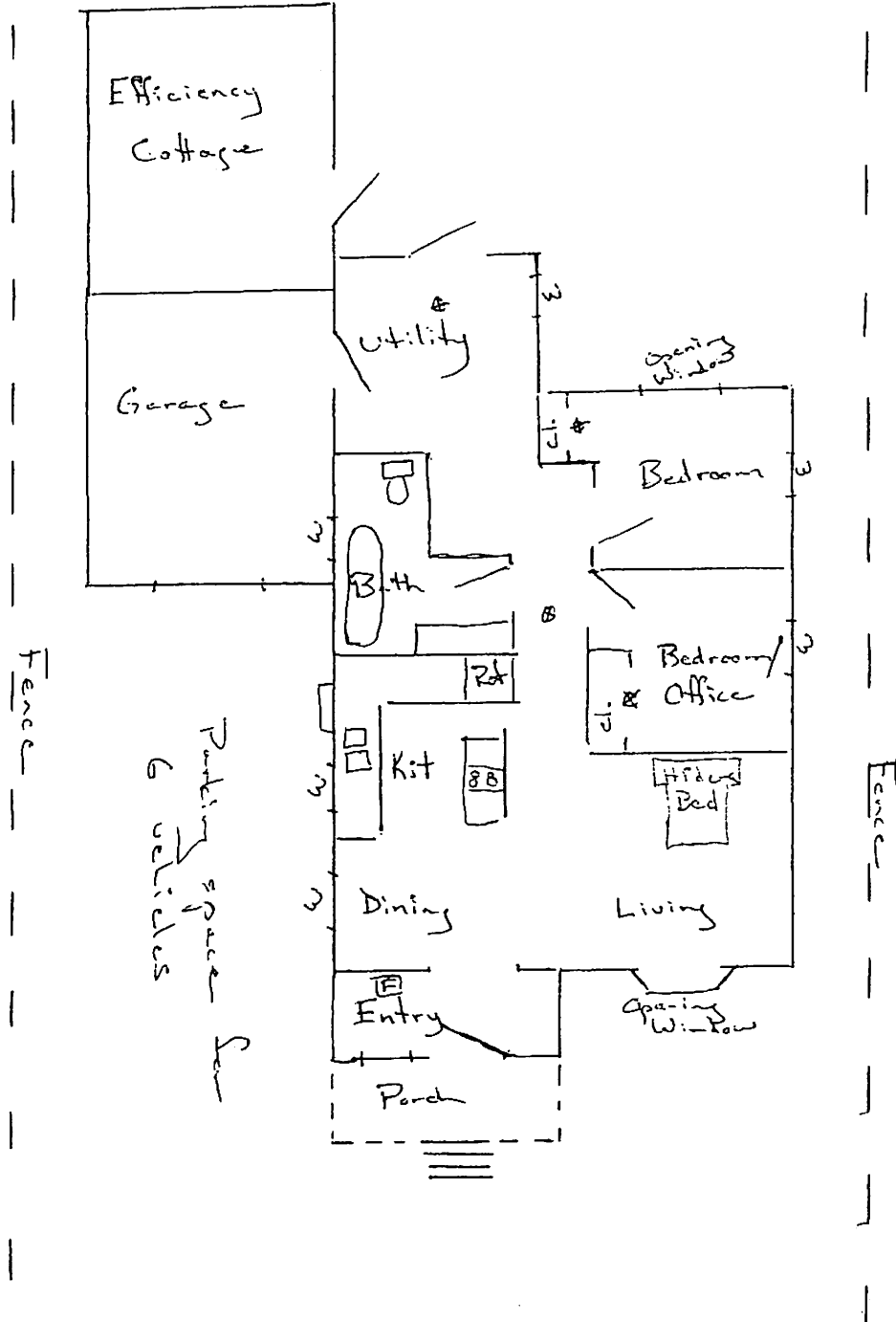
Couch Pulled Out ↓



Sheila Finknbinder
B&B Conditional Use Permit
415 DeArmond Street

Interior Layout

- ⊠ Smoke Alarms
- ⊠ Fire Extinguisher

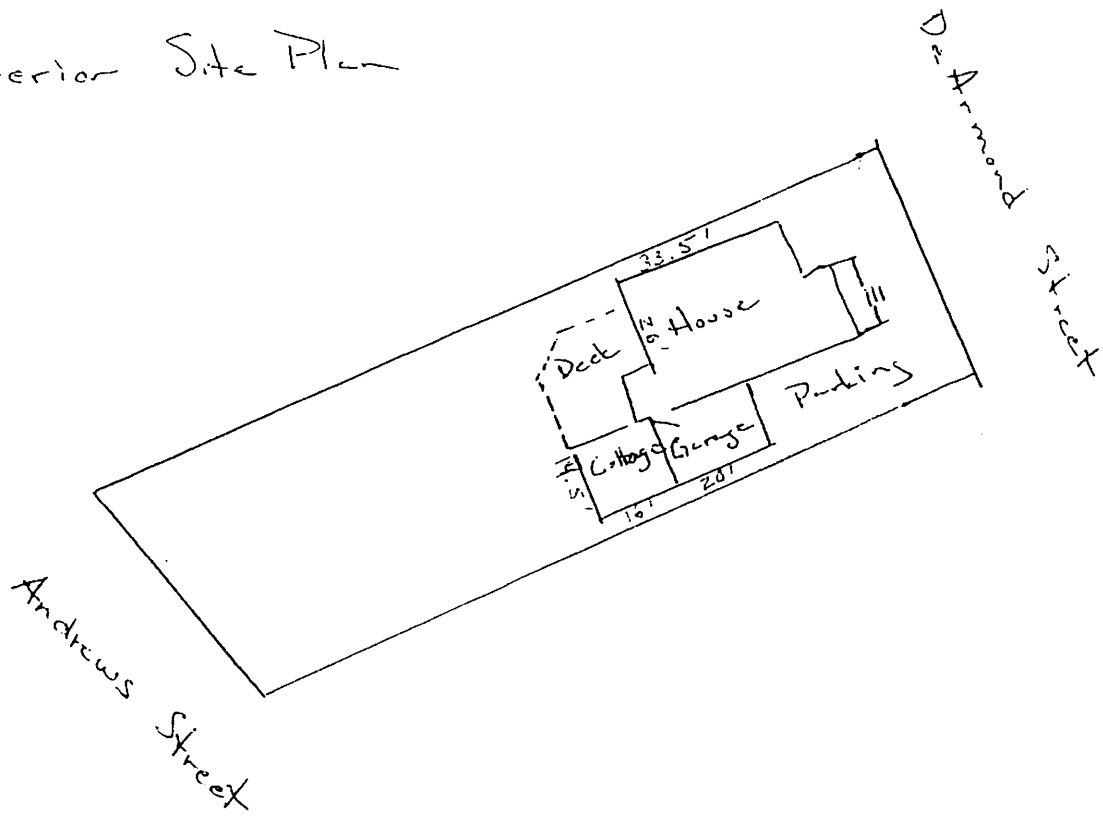


415

DeArmond Street

Sheila Finkenbinder
B&B Conditional Use Permit
415 DeArmond Street

Exterior Site Plan



Sheila Finkenbinder
B&B Conditional Use Permit
415 DeArmond Street

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: Sheila Finkenbinder
PHONE NUMBER: 907-738-3098
MAILING ADDRESS: 415 DeArmond St., Sitka, AK 99835

OWNER'S NAME: _____
(If different from applicant)
PHONE NUMBER: _____
MAILING ADDRESS: _____

PROJECT ADDRESS: 415 DeArmond Street
LEGAL DESCRIPTION: Lot: 12 E portion of 11 Block: _____
Subdivision: Spruce Glen
U.S. Survey: _____ Zoning Classification: _____

State all reasons for justifying request. Overnight stays will be offered to women only. Guests will seldom have vehicles. Rentals will provide additional income for owner.

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).
Guests will arrive via taxi, shuttle or on foot.
Guests will sleep on hide-a-bed in the living room.
Guests will be offered breakfast foods.

Anticipated start date: May - 1, 2015

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

Primarily Summer.

Guests may also be hosted during the rest of the year - though not many are expected.

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:  Date: 1/26/15

SIGNATURE OF OWNER: _____ Date: _____

If different from the applicant



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Planning and Community Development Department

Date: August 4, 2015

Maegan Bosak, PCDD

To: Planning Commission

Re: Finkenbinder B&B CU 15-13

GENERAL INFORMATION

Applicant: Shelia Finkenbinder

Property Owner: Shelia Finkenbinder

Property Address: 415 DeArmond Street

Legal Description: Lot 12 and a portion of Lot 11,
Block 26, Spruce Glen Subdivision

Parcel ID Number: 13635000

Size of Existing Lot: 8,120 sq. ft.

Zoning: R1

Existing Land Use: Residential

Utilities: City water, sewer, electric

Access: Direct from DeArmond Street

Surrounding Land Use: Residential

ATTACHMENTS

Attachment A: Vicinity Map

Attachment B: Aerial Vicinity Map

Attachment C: Parcel Pictures

Attachment D: Application

Attachment E: Site Plan

Attachment F: Public Comment

Attachment G: Subdivision Plat

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 to Recommend Approval

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

PROJECT DESCRIPTION

The applicant plans to operate a bed and breakfast rental mostly during the summer to female air bnb travelers. Ms. Finkenbinder has stated this will provide another option of affordable short-term lodging and supplement income. Only breakfast will be offered and a total of 1 guest will be booked at a time.

The house is on a parcel measuring 8,120 sq. ft. and is accessed from DeArmond Street. Currently there is a small efficiency apartment behind the garage making this property a duplex. The Assembly recently passed a zoning text change to allow bed and breakfast operations in owner-occupied sides of duplexes with a conditional use permit. The site plan shows room for approximately 6 parking spaces and staff will verify prior to Tuesday's meeting.

The house is a 984 sq. ft., one-story, two bedroom, one bath home with an attached garage and efficiency apartment. The applicant plans to rent out her pull out couch and also provide office space for changing and storage of luggage.

There is a residential neighbor on one side and Alaska Housing Finance Corporation housing "Paxton Manor" on the other side.

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.

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:** Duplex with additional bed and breakfast may create very little additional vehicular traffic as it is only being rented to one person and mainly during the summer months. Little to no impact on nearby land uses.
- 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.
- e. Location along a major or collector street:** Not located on major or collector street.
- 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.
- 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 some greenery 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 with Comprehensive Plan Section 2.5.2 *l. Encourage the development of facilities to accommodate visitors without significant impacts on residential properties.*
- m. Other criteria that surface through public comments or planning commission review:**
- **Parking:** CBS code 22.20.100 requires five spaces. *1. Residential Uses. For each dwelling unit up to and including four-family buildings: two parking spaces per unit. For five-unit buildings and above: one and one-half spaces per unit. Each dwelling unit must have parking spaces independently accessed.*
 - **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 Director'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.

Carole Gibb

From: annieforuria@gmail.com
Sent: Tuesday, July 28, 2015 4:16 PM
To: carole@cityofsitka.com
Subject: Conditional Use permit for B&B at 415 DeArmond St

Please see to it that the below comments are forwarded to the Planning Commission for the August 4th public hearing.

Thank you,
Annie Foruria

July 28, 2015

City and Borough of Sitka
Planning Commission
100 Lincoln Street
Sitka, AK 99835

Re: B&B Conditional Use permit at 415 DeArmond Street

To Whom It May Concern:

Please accept this letter in support for the proposed Bed and Breakfast operation at 415 DeArmond Street, here in Sitka. As my husband and I own the property at 503 and 505 Andrews Street, we believe that this type of development and operation would not negatively impact the neighborhood in any way. The financial prospects for the applicant and the City, overall, are greatly enhanced with the idea that more independent businesses, such as the applicants with this proposal desire to make their livelihood in Sitka in a unique, yet legal, manner.

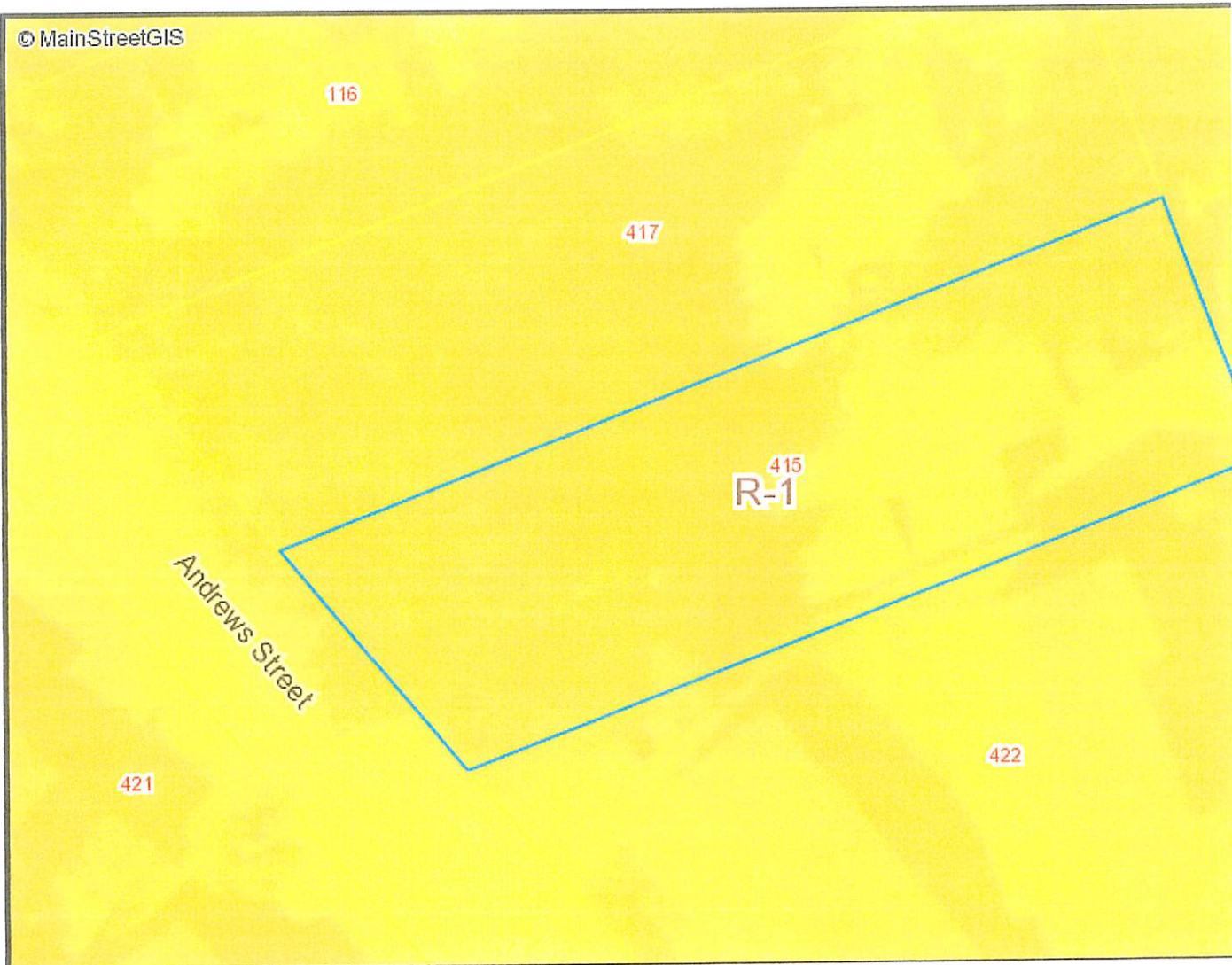
As the number of independent Sitka homeowners who look to make more income in this high-end economy increases here in Sitka, so too should the allowance the city makes when it comes to approving such uses in their home (while, of course, considering the general impacts each business might have on the neighbo

As a homeowner, I would encourage you to approve the B&B permit, as it has very little impact on the neighborhood. While smart planning saves the overall wellbeing of a community, it also allows for economically feasible developments throughout.

Thank you for your consideration in this matter.

Sincerely,

Annie Foruria
504 Shennett Street
Sitka, AK 99835
(907) 723-4727



1 in = 31.49 ft

Printed on 7/23/2015
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 and Borough of Sitka, Alaska and MainStreetGIS assume no legal responsibility for the information contained herein.

Sheila Finkenbinder
B&B Conditional Use Permit
415 DeArmond Street

**CITY AND BOROUGH OF SITKA
Planning Commission
Minutes of Meeting
August 4, 2015**

Present: Chris Spivey (Acting Chair), Debra Pohlman (Member), Darrell Windsor (Member)
Randy Hughey (Member), Michael Scarcelli (Senior Planner), Maegan Bosak
(Planning & Community Development Director)

Absent: Richard Parmelee (Chair)

Members of the Public: John Totten, Kristy Kissinger Totten, Jim Steffen, Judy Steffen, Dan
Jones, Jane Eidler, Sheila Finkenbinder

Vice Chair Spivey called the meeting to order at 7:00 p.m.

Roll Call:

PRESENT: 4 – Spivey, Pohlman, Windsor, Hughey. Note: Acting Chair Chris Spivey
recused himself from items B and C due to a business association with Alps Credit
Union, the owner of the property. Darrell Windsor agreed to serve as chair for this
case in his stead.

Consideration of the Agenda:

Staff informed the commission that item A was pulled from this meeting's agenda.

Consideration of the Minutes from the July 21, 2015 meeting:

MOTION: M/S WINDSOR / POHLMAN moved to approve the meeting minutes for July
21, 2015.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

The evening business:

**CONDITIONAL USE PERMIT
401 AND 407 HALIBUT POINT ROAD
DANIEL JONES FOR ALPS CREDIT UNION**

*Public hearing and consideration of an expansion of a credit union conditional use permit at
401 and 407 Halibut Point Road. The property is also known as Lots A and B, Block 24, U.S.
Survey 1474-A and Lot A, Burgess Estates. The request is filed by Daniel G. Jones, P.E, LLC.
The owner of record is ALPS Federal Credit Union.*

STAFF REPORT: Bosak described the project, a request for an expansion of the conditional use
permit held by Alps Credit Union in an R-2 zone. The conditional use permit was approved by the
Assembly in 1998 with these conditions: 1. The traffic flow and off-street parking arrangement
conforms with the recommendation of the Planning Commission. 2. That staff review the lighting

situation to reduce the negative effects of lighting on adjacent residential properties incorporating additional lighting benefits to Erler Street if practical. 3. The storm drainage is to be contained and be directed subsurface into existing storm drainage system. 4. No water is to be allowed to be directed onto Halibut Point Road or Erler Street. Bosak noted that the expansion would involve a second lot that has already been in use for commercial purposes, at 407 Halibut Point Road. She shared comments which have come in from neighbors voicing opposition to this request. The Department of Transportation also provided a comment that the applicant would need to consult with DOT regarding their plan for a third driveway onto the property. Staff didn't perceive that this request would cause noticeable additional traffic, or noise, but did request further clarification from the applicant regarding the parking plan in terms of total number of spaces -- code allows nothing smaller than spaces measuring 9' x 18' and the application shows some spaces denoted as "small car" parking. Staff also encouraged further clarification regarding signage, setbacks and the bank edging the property.

APPLICANT: Dan Jones clarified the site plan including the location and flow of the drive-thru. He also discussed parking, and ways that compliance could be met on parking and on signage. Bosak asked what the impetus was for this request and Jones said he didn't know for sure but his guess is that it is a need for additional office space to support additional branches that have opened.

PUBLIC COMMENT: Residents spoke in opposition to the request due to concerns about the effect on neighbors' views, citing commercial "creep," as well as traffic and parking issues. Chris Spivey spoke as a member of the public suggesting that the applicant consider the possibility of keeping the drive-thru directing traffic onto Erler Street.

COMMISSIONER DELIBERATION: Commissioners were against increasing the impact on the value of the Totten's property as well as impacts on the residential nature of the area. Pohlman expressed concern about the size of the parking spaces, and public safety concerns with regard to the bike lane. There was discussion around denying or postponing this request to open the way for a future possible plan for a one-story building. Staff reminded commissioners that in a R-2 zone, buildings can be up to 40 feet in height, and impacts on neighbors' views or values are not taken into account.

MOTION: M/S HUGHEY/ POHLMAN moved to deny the following findings:

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; *specifically residential neighbors in the adjacent area.*
 - b. Adversely affect the established character of the surrounding vicinity; *specifically, the residential nature of the R2 zone, 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, *specifically adjacent property values.*

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.*
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 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 unanimously 3-0** on a voice vote.

MOTION: **M/S HUGHEY/POHLMAN** moved to recommend denial of an expansion of a credit union conditional use permit at 401 and 407 Halibut Point Road based on the findings, due to concerns for the residential quality of the neighborhood, and concerns about traffic flow, public safety, and parking. The property is also known as Lots A and B, Block 24, U.S. Survey 1474-A and Lot A, Burgess Estates. The request is filed by Daniel G. Jones, P.E, LLC. The owner of record is ALPS Federal Credit Union.

ACTION: Motion **PASSED unanimously 3-0** on a voice vote.

**RE-PLAT
401 AND 407 HALIBUT POINT ROAD
DAN JONES FOR ALPS CREDIT UNION**

Public hearing and consideration of a replat at 401 and 407 Halibut Point Road filed by Daniel G. Jones, P.E, LLC. The replat will remove the center lot line and merge two lots into one. The property is also known as Lots A and B, Block 24, U.S. Survey 1474-A and Lot A, Burgess Estates. The owner of record is ALPS Federal Credit Union.

STAFF REPORT: Bosak explained that this re-plat is an option which the applicant will hold in reserve for now as it would negate the existing conditional use permit, and a new permit would have to be approved based on the expanded site plan.

APPLICANT: Dan Jones said he was available to answer any questions.

COMMISSIONER DELIBERATION: There was no commissioner deliberation.

PUBLIC COMMENT: No public comment.

MOTION: M/S POHLMAN/HUGHEY moved to approve a replat at 401 and 407 Halibut Point Road filed by Daniel G. Jones, P.E, LLC. The replat will remove the center lot line and merge two lots into one. The property is also known as Lots A and B, Block 24, U.S. Survey 1474-A and Lot A, Burgess Estates. The owner of record is ALPS Federal Credit Union.

ACTION: Motion **PASSED unanimously 3-0** on a voice vote.

**ZONING TEXT AMENDMENT
ASPHALT PLANTS IN INDUSTRIAL ZONES WITH CUP
CITY AND BOROUGH OF SITKA**

Public hearing and consideration of a proposed zoning text amendment to modify SGC Table 22.16.015-5 Manufacturing/Storage Uses to allow asphalt plants and concrete batch plants in an Industrial Zone with a conditional use permit. The request is filed by the City and Borough of Sitka.

STAFF REPORT: Bosak explained that currently asphalt plants are only allowed in Sitka under a temporary use permit. The need for asphalt is an essential one to Sitka, and is recurring, and under the temporary use permit, equipment has to be brought in from out of town, rather than remaining on a site, greatly increasing costs to the city and to residents needing asphalt work. This request would allow an asphalt plant to operate in an Industrial zone under a conditional use permit.

COMMISSIONER DELIBERATION: Commissioners clarified their understanding of the request.

PUBLIC COMMENT: No public comment.

COMMISSIONER DELIBERATION: Commissioners had no further questions.

MOTION: M/S POHLMAN/HUGHEY moved to recommend approval of a proposed zoning text amendment to modify SGC Table 22.16.015-5 Manufacturing/Storage Uses to allow asphalt plants and concrete batch plants in an Industrial Zone with a conditional use permit. The request is filed by the City and Borough of Sitka.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

**CONDITIONAL USE PERMIT
415 DEARMOND STREET
SHEILA FINKENBINDER**

Public hearing and consideration of a B&B conditional use permit at 415 DeArmond Street. The property is also known as Lot 12 and a portion of Lot 11, Block 26 of the Spruce Glen Subdivision. The request is filed by Sheila Finkenbinder. The owner of record is Sheila Finkenbinder

STAFF REPORT: Bosak described the long process leading up to this point involving many meetings, and ultimately a zoning text change allowing for a B&B to operate in the owner-occupied side of a duplex. This request is for a conditional use permit to operate a B&B for single guests during mostly the summer months. The dwelling is 984 square feet, and is a one-story, two-bedroom, one bath house with an attached cottage that acts as a long-term rental. The site has in excess of five parking spots.

APPLICANT: Sheila Finkenbinder expressed happiness that this was now an option for people in Sitka trying to generate some income through home sharing. Staff asked if food would be served and the applicant said perhaps simple fare, but she just bought a sign that said: Bed and Breakfast: You Make Both.

COMMISSIONER DELIBERATION: Pohlman said some visitors had come into her place of work and they were asking about B&B lodging because everything they had looked at was full.

PUBLIC COMMENT: No public comment.

MOTION: M/S WINDSOR/POHLMAN moved to approve the following findings:

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, *specifically 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 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 unanimously 4-0** on a voice vote.

MOTION: M/S SPIVEY/WINDSOR moved to recommend approval of a bed and breakfast conditional use permit at 415 DeArmond Street. The property is also known as Lot 12 and a portion of Lot 11, Block 26 of the Spruce Glen Subdivision. The request is filed by Sheila Finkenbinder. The owner of record is Sheila Finkenbinder

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

DIRECTORS REPORT: Bosak introduced new Senior Planner Michael Scarcelli.

PUBLIC COMMENT: No public comment was offered.

MOTION: M/S WINDSOR/SPIVEY moved to adjourn at 9:12 pm.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

Chris Spivey, Vice Chair

Maegan Bosak, Acting Secretary

OK

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L
A
S
K
A

2011-000121-0

Recording Dist: 103 - Sitka

1/31/2011 11:32 AM Pages: 1 of 2



File for Record at Request of:
First American Title Insurance Company

AFTER RECORDING MAIL TO:

Name: Sheila Finkenbinder

Address: 415 DeArmond St
Sitka, AK 99835

File No.: **0241-1678379 (TLS)**

QUIT CLAIM DEED

THE GRANTOR, **Sheila Finkenbinder**, who acquired title as a **married woman**, whose address is **415 DeArmond St, Sitka, AK 99835**, for and in consideration of **ten dollars**, conveys and quit claims to **Sheila Finkenbinder a single person**, whose address is **415 DeArmond St, Sitka, AK 99835**, the following described real estate, situated in the Recording District of **Sitka, First Judicial District, State of Alaska**:

All of Lot 12, Block 26 and a portion of Lot 11, Block 26 of the SPRUCE GLEN SUBDIVISION, the plat of which is filed in the office of the Sitka Recording District, Sitka Alaska, in Volume #1 of the Plats as Plat No. 2, with the above mentioned portion of Lot 11 that abuts the Northwesternly boundary of said Lot 12 extending from DeArmond Street to Andrews street and being described as:

BEGINNING on the Northernmost corner of Lot 12; thence 1.5 feet along the Northeasterly line of said Lot 11; thence in a Southwesterly direction on a line parallel to the Northwesternly boundary of said Lot 12 to a point of intersection with the Southwesterly Lot line of said Lot 11; thence 1.5 feet in a Southeasterly direction along the Southwesterly lot line of said lot 11 to the Northwesternly corner of Lot 12; thence Northeasterly along the Northwesternly boundary of Lot 12 to the Place of beginning, all located within the Sitka Recording District, First Judicial District, State of Alaska.

together with all after acquired title of the Grantor(s) therein.

Sheila Finkenbinder
B&B Conditional Use Permit
415 DeArmond Street

Dated: January 26, 2011.

Sheila Finkenbinder

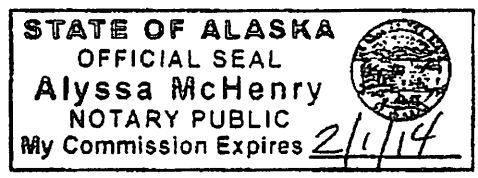
Sheila Finkenbinder

STATE OF Alaska)
) SS.
Judicial District)

THIS IS TO CERTIFY that on this **Twenty-sixth day of January, 2011**, before me the undersigned Notary Public, personally appeared, known to me and to me known to be the individual(s) described in and who executed the foregoing instrument and he/she/they acknowledged to me that he/she/they signed the same freely and voluntarily for the uses and purposes therein mentioned.

WITNESS my hand and official seal.

Alyssa McHenry
Notary Public in and for Alaska
My commission expires 2/1/14





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, August 25, 2015 on the following items:

- A. Ordinance 2015- 42 Public hearing and consideration of a proposed zoning text amendment to modify SGC Table 22.16.015-5 Manufacturing/Storage Uses to allow asphalt plants and concrete batch plants in an Industrial Zone with a conditional use permit. The request is filed by the City and Borough of Sitka.
- B. **Public hearing and consideration of a B&B conditional use permit at 415 DeArmond Street. The property is also known as Lot 12 and a portion of Lot 11, Block 26 of the Spruce Glen Subdivision. The request is filed by Sheila Finkenbinder. The owner of record is Sheila Finkenbinder.**
- C. Public hearing and consideration of a conditional use permit for a short-term rental at 703 Biorka Street. The property is also known as Lot 11, Block 23, Sitka Townsite, U.S. Survey 1474. The request is filed by Deanna Moore. The owner of record is Deanna Moore.

The Assembly may take action on August 25, 2015. The Assembly meeting will begin at 6:00 pm at University of Alaska Southeast 1332 Seward Avenue Room 229 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.

Parcel ID: 13557000
RIGGS SANDI
RIGGS, SANDI, L.
412 MARINE ST
SITKA AK 99835

Parcel ID: 13560000
CARBONEL ARSENIO/MARIVIC
CARBONEL, ARSENIO, V./MARIVIC, M.
414 MARINE ST
SITKA AK 99835

Parcel ID: 13565000
JD RENTALS, LLC
JD RENTALS, LLC
2826 10TH AVE E.
SEATTLE WA 98102

Parcel ID: 13570000
WILSON RYAN/SUZANNE
WILSON, RYAN & SUZANNE
P.O. BOX 414
SITKA AK 99835-0414

Parcel ID: 13600000
STRELOW ELAINE
STRELOW, ELAINE
P.O. BOX 1896
SITKA AK 99835-1896

Parcel ID: 13610000
ALASKA STATE BUILDING
LOW INCOME HOUSING
AK STATE BUILDING AUTHI
404 LAKE ST
SITKA AK 99835

Parcel ID: 13615000
ALASKA STATE BUILDING AUTHORITY
LOW INCOME HOUSING
AK STATE BUILDING AUTHORITY
404 LAKE ST
SITKA AK 99835

Parcel ID: 13625000
PETERSON ROCK/CHARLENE
PETERSON, ROCK, A./CHARLENE, R.
P.O. BOX 1733
SITKA AK 99835-1733

Parcel ID: 13630000
COMBS RANDALL
COMBS, RANDALL, W.
417 DEARMOND ST
SITKA AK 99835

Parcel ID: 13635000
FINKENBINDER SHEILA
FINKENBINDER, SHEILA
415 DE ARMOND ST.
SITKA AK 99835

Parcel ID: 13643000
MCCLUNG DAWN
MCCLUNG, DAWN
402 DE ARMOND ST.
SITKA AK 99835

Parcel ID: 13644000
MARTIN REVOCABLE TRU
MARTIN, MARTY, J./ELIZAI
P.O. BOX 2752
SITKA AK 99835-2752

Parcel ID: 13645000
VAZQUEZ/RIVERA ALEJANDRO/FERMI
VAZQUEZ, ALEJANDRO/RIVERA, FERMINA
P.O. BOX 693
SITKA AK 99835-0693

Parcel ID: 13647000
DANIELS DENNIE/DEBORAH
DANIELS, DENNIE, D./DEBORAH
P.O. BOX 545
SITKA AK 99835-0545

Parcel ID: 13648000
SEVERSON/FRANKENSTE
SEVERSON, LARRY & FRA
P.O. BOX 6224
SITKA AK 99835-6224

Parcel ID: 13649000
NICOLAS RONALD/ISABEL
NICOLAS, RONALD/ISABEL
103 MARYS COURT
SITKA AK 99835

Parcel ID: 13650000
SNELLING JERRY/KATHRYN
SNELLING, JERRY & KATHRYN
418 DE ARMOND ST.
SITKA AK 99835

Parcel ID: 13655000
MANUEL LUCVIMINDA/ELF
MANUEL, LUZVIMINDA/ELI
120 NEW ARCHANGEL ST
SITKA AK 99835

Parcel ID: 13660000
STITZ SHARON
STITZ, SHARON, A.
421 MARINE ST
SITKA AK 99835

Parcel ID: 13662000
BUDD JEFF
BUDD, JEFF
P.O. BOX 1351
SITKA AK 99835-1351

Parcel ID: 13665000
OBERREUTER BRIAN
OBERREUTER, BRIAN, D.
417 MARINE ST
SITKA AK 99835

Parcel ID: 13670000
HARTLEY FRANK/ROSE
HARTLEY, FRANK, C./ROSE, M.
413 MARINE ST.
SITKA AK 99835

Parcel ID: 13672000
HARTLEY SAMUEL
HARTLEY, SAMUEL, H., JR.
415 MARINE ST.
SITKA AK 99835

Parcel ID: 13675000
MATALANG/SIBAYAN A. &
MATALANG, A. & E/SIBAY,
1104 HALIBUT POINT RD, I
SITKA AK 99835

Parcel ID: 13685000
MARTIN REVOCABLE TRUST MARTY/ELIZABETH
MARTIN, MARTY, J./ELIZABETH, A. TRUST
P.O. BOX 2752
SITKA AK 99835-2752

Parcel ID: 15165000
WILL ELIZABETH
WILL, ELIZABETH, B.
P.O. BOX 333
SITKA AK 99835-0333

Parcel ID: 15170000
SWANSON CHRISTINE
SWANSON, CHRISTINE, GI
P.O. BOX 6330
SITKA AK 99835-6330

Parcel ID: 15175000
SWANSON CHRISTINE/ERIC
SWANSON, CHRISTINE (GRANT)/ERIC R.
P.O. BOX 6330
SITKA AK 99835-6330

Parcel ID: 15185000
SISK KARA
SISK, KARA, C.
108 OSPREY ST
SITKA AK 99835

Parcel ID: 15190000
FORURIA GEORGIANNA/M
FORURIA, GEORGIANNA/M

Parcel ID: 15195000
BROWN CORRINE
BROWN, CORRINE, E.
107 NEW ARCHANGEL
SITKA AK 99835

Parcel ID: 15200000
ABARIANTOS/CABUDOL MARY/TERESITA
ABARIANTOS, M./CABUDOL, TERESITA
501 ANDREWS ST
SITKA AK 99835

Parcel ID: 15205000
SNOWDEN GROUP, LLC TI
THE SNOWDEN GROUP, LI
P.O. BOX 178
SITKA AK 99835-0178

Parcel ID: 15210000
CROPLEY JOELLIN
CROPLEY, JOELLIN
406 HEMLOCK ST
SITKA AK 99835

Parcel ID: 15215000
DIEGO EDGAR/JUANITA
DIEGO, JUANITA/EDGAR
122 OSPREY ST
SITKA AK 99835

Parcel ID: 15220000
MOORE ARCHIE/PHYLLIS
MOORE, ARCHIE, C./PHYL
120 OSPREY ST.
SITKA AK 99835

Parcel ID: 15225000
STRAIN ALICE/SHERMAN
STRAIN, ALICE, ANN/SHERMAN, M.
113 HARBOR MOUNTAIN RD, SPC 5
SITKA AK 99835-9533

Parcel ID: 15230000
CASSEDY SCOTT/CYNTHIA
CASSEDY, SCOTT, P./CYNTHIA, S.
P.O. BOX 452
SITKA AK 99835-0452

Parcel ID: 15245000
RODGERS RANDAL/JANIC
RODGERS, RANDAL, D./JA
111 NEW ARCHANGEL ST
SITKA AK 99835

Parcel ID: 15250000
NEWMAN KYLE
NEWMAN, KYLE
113 NEW ARCHANGEL ST
SITKA AK 99835

Parcel ID: 15260000
GRANT FREDERICK/BONNI
GRANT, BONNIE, M.
117 NEW ARCHANGEL ST
SITKA AK 99835

Parcel ID: 15265000
MEAD TERRY
MEAD, TERRY, E.
115 NEW ARCHANGEL ST.
SITKA AK 99835

Parcel ID: 15270000
JONES THOMAS/DARCY
JONES, THOMAS & DARCY
2217 SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 15285000
ARMER ROSEMARY
ARMER, ROSEMARY, D.
507 MARINE ST.
SITKA AK 99835

Parcel ID: 15290000
GUY/MC CREHIN JUNE/RO
GUY, JUNE & MC CREHIN,
503 MARINE ST
SITKA AK 99835

Parcel ID: 15295000
HAMES ROGER
HAMES, ROGER, L.
P.O. BOX 1252
SITKA AK 99835-1252

Parcel ID: 15300000
MCGRAW ROBERT/TONI
MCGRAW, ROBERT, S./TONI, G.
201 NEW ARCHANGEL ST.
SITKA AK 99835

Parcel ID: 16475011
DIDRICKSON GERALD
DIDRICKSON, GERALD, E.
P.O. BOX 900
SITKA AK 99835-0900

Parcel ID: 16475013
BARANOF ISLAND HOUSING AUTHORITY
BIHA
BARANOF ISLAND HOUSING AUTHORITY
245 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16502000
ANDERSON WILLIAM
ANDERSON, WILLIAM
P.O. BOX 704
SITKA AK 99835-0704

Parcel ID: 16510000
KIRKMAN ESTATE LILA
% RICK PADEN
KIRKMAN ESTATE, LILA
103 PETER SIMPSON RD
SITKA AK 99835

Parcel ID: 16525000
KIRKMAN BERTRAND
C/O RICK PADEN
KIRKMAN, BERTRAND
103 PETER SIMPSON RD
SITKA AK 99835

Parcel ID: 16550054
ANDERSON WILLIAM
ANDERSON, WILLIAM
P.O. BOX 704
SITKA AK 99835-0704

Parcel ID: 16550052
KIRKMAN LILA
% RICK PADEN
KIRKMAN ESTATE, LILA
103 PETER SIMPSON RD
SITKA AK 99835

Parcel ID: 16550054
BRUMFIELD PHOEBE
BRUMFIELD, PHOEBE
2071 SE ERWIN RD
PORT ST. LUCIE FL 34952-5521

Parcel ID: 16605000
SITKA TRIBE OF ALASKA
SITKA TRIBE OF ALASKA
456 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16620000
SITKA TRIBE OF ALASKA
SITKA TRIBE OF ALASKA
456 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16635001
LITTLEFIELD CHRISTINE
LITTLEFIELD, GREGORY J.
LITTLEFIELD, CHRISTINE DUBKE HOPE
P.O. BOX 705
SITKA AK 99835-0705

Parcel ID: 16635002
LITTLEFIELD EVELYN
LITTLEFIELD, EVELYN
P.O. BOX 127
METLAKATLA AK 99926-0127

Parcel ID: 16635003
OLNEY-MILLER BAE/JENN
OLNEY-MILLER, BAE/JENI
505 O'CAIN AVE
SITKA AK 99835

Parcel ID: 16640004
LITTLEFIELD TERRENCE
LITTLEFIELD, TERRENCE, C.
P.O. BOX 2336
SITKA AK 99835-2336

Parcel ID: 16640101
LITTLEFIELD CHRISTINE
LITTLEFIELD, CHRISTINE, D.
P.O. BOX 705
SITKA AK 99835-0705

Parcel ID: 16640103
LITTLEFIELD TERRENCE
LITTLEFIELD, TERRENCE,
P.O. BOX 2336
SITKA AK 99835-2336

Parcel ID: 16640104
BORGEN BARBARA
BORGEN, BARBARA, J.
P.O. BOX 183
SITKA AK 99835-0183

Parcel ID: 16640106
CLARK ISAAC/JESSICA
CLARK, ISAAC & JESSICA
454 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16640107
JOHNSON ANNE
JOHNSON, ANNE, H.
452 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16640108
BRADY JUDITH
BRADY, JUDITH, A.
450 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16640109
PAYENNA JACOB
PAYENNA, JACOB, S.
448 KATLIAN AVE
SITKA AK 99835



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Sitka Planning Commission Agenda Tuesday, August 4, 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 July 21, 2015
- IV. THE EVENING BUSINESS
 - A. Public hearing and consideration of a zoning map amendment at 1004 Halibut Point Road and 205 Kimsham Street to change the zoning from R-1 Single Family and Duplex Residential District to C-1 General Commercial District. The property is also known as Lots 3 & 4, U.S. Survey 3303. The request is filed by Trudy Prewitt. The owner of record is The Prewitt Family Trust.
 - B. Public hearing and consideration of an expansion of a credit union conditional use permit at 401 and 407 Halibut Point Road. The property is also known as Lots A and B, Block 24, U.S. Survey 1474-A and Lot A, Burgess Estates. The request is filed by Daniel G. Jones, P.E, LLC. The owner of record is ALPS Federal Credit Union.
 - C. Public hearing and consideration of a replat at 401 and 407 Halibut Point Road filed by Daniel G. Jones, P.E, LLC. The replat will remove the center lot line and merge two lots into one. The property is also known as Lots A and B, Block 24, U.S. Survey 1474-A and Lot A, Burgess Estates. The owner of record is ALPS Federal Credit Union.
 - D. Public hearing and consideration of a proposed zoning text amendment to modify SGC Table 22.16.015-5 Manufacturing/Storage Uses to allow asphalt plants and concrete batch plants in an Industrial Zone with a conditional use permit. The request is filed by the City and Borough of Sitka.
 - E. **Public hearing and consideration of a B&B conditional use permit at 415 DeArmond Street. The property is also known as Lot 12 and a portion of Lot 11, Block 26 of the Spruce Glen Subdivision. The request is filed by Sheila Finkenbinder. The owner of record is Sheila Finkenbinder.**
- 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, or faxed to (907) 747-6138. Those with questions may call (907) 747-1814.

Publish: July 27 and 29

Parcel ID: 13557000
RIGGS SANDI
RIGGS, SANDI, L.
412 MARINE ST
SITKA AK 99835

Parcel ID: 13560000
CARBONEL ARSENIO/MARIVIC
CARBONEL, ARSENIO, V./MARIVIC, M.
414 MARINE ST
SITKA AK 99835

Parcel ID: 13565000
JD RENTALS, LLC
JD RENTALS, LLC
2826 10TH AVE E.
SEATTLE WA 98102

Parcel ID: 13570000
WILSON RYAN/SUZANNE
WILSON, RYAN & SUZANNE
P.O. BOX 414
SITKA AK 99835-0414

Parcel ID: 13600000
STRELOW ELAINE
STRELOW, ELAINE
P.O. BOX 1896
SITKA AK 99835-1896

Parcel ID: 13610000
ALASKA STATE BUILDING AUTHI
LOW INCOME HOUSING
AK STATE BUILDING AUTHORITY
404 LAKE ST
SITKA AK 99835

Parcel ID: 13615000
ALASKA STATE BUILDING AUTHORITY
LOW INCOME HOUSING
AK STATE BUILDING AUTHORITY
404 LAKE ST
SITKA AK 99835

Parcel ID: 13625000
PETERSON ROCK/CHARLENE
PETERSON, ROCK, A./CHARLENE, R.
P.O. BOX 1733
SITKA AK 99835-1733

Parcel ID: 13630000
COMBS RANDALL
COMBS, RANDALL, W.
417 DEARMOND ST
SITKA AK 99835

Parcel ID: 13635000
FINKENBINDER SHEILA
FINKENBINDER, SHEILA
415 DE ARMOND ST.
SITKA AK 99835

Parcel ID: 13643000
MCCLUNG DAWN
MCCLUNG, DAWN
402 DE ARMOND ST.
SITKA AK 99835

Parcel ID: 13644000
MARTIN REVOCABLE TRUST MAI
MARTIN, MARTY, J./ELIZABETH T
P.O. BOX 2752
SITKA AK 99835-2752

Parcel ID: 13645000
VAZQUEZ/RIVERA ALEJANDRO/FERMI
VAZQUEZ, ALEJANDRO/RIVERA, FERMINA
P.O. BOX 693
SITKA AK 99835-0693

Parcel ID: 13647000
DANIELS DENNIE/DEBORAH
DANIELS, DENNIE, D./DEBORAH
P.O. BOX 545
SITKA AK 99835-0545

Parcel ID: 13648000
SEVERSON/FRANKENSTEIN LAR
SEVERSON, LARRY & FRANKENS
P.O. BOX 6224
SITKA AK 99835-6224

Parcel ID: 13649000
NICOLAS RONALD/ISABEL
NICOLAS, RONALD/ISABEL
103 MARYS COURT
SITKA AK 99835

Parcel ID: 13650000
SNELLING JERRY/KATHRYN
SNELLING, JERRY & KATHRYN
418 DE ARMOND ST.
SITKA AK 99835

Parcel ID: 13655000
MANUEL LUCVIMINDA/ELPI
MANUEL, LUZVIMINDA/ELPI
120 NEW ARCHANGEL ST
SITKA AK 99835

Parcel ID: 13660000
STITZ SHARON
STITZ, SHARON, A.
421 MARINE ST
SITKA AK 99835

Parcel ID: 13662000
BUDD JEFF
BUDD, JEFF
P.O. BOX 1351
SITKA AK 99835-1351

Parcel ID: 13665000
OBERREUTER BRIAN
OBERREUTER, BRIAN, I
417 MARINE ST
SITKA AK 99835

Parcel ID: 13670000
HARTLEY FRANK/ROSE
HARTLEY, FRANK, C./ROSE, M.
413 MARINE ST.
SITKA AK 99835

Parcel ID: 13672000
HARTLEY SAMUEL
HARTLEY, SAMUEL, H., JR.
415 MARINE ST.
SITKA AK 99835

Parcel ID: 13675000
MATALANG/SIBAYAN A
MATALANG, A. & E/SIB/
1104 HALIBUT POINT RI
SITKA AK 99835

Parcel ID: 13685000
MARTIN REVOCABLE TRUST MARTY/ELIZABETH
MARTIN, MARTY, J./ELIZABETH, A. TRUST
P.O. BOX 2752
SITKA AK 99835-2752

Parcel ID: 15165000
WILL ELIZABETH
WILL, ELIZABETH, B.
P.O. BOX 333
SITKA AK 99835-0333

Parcel ID: 15170000
SWANSON CHRISTINE
SWANSON, CHRISTINE,
P.O. BOX 6330
SITKA AK 99835-6330

Parcel ID: 15175000
SWANSON CHRISTINE/ERIC
SWANSON, CHRISTINE (GRANT)/ERIC R.
P.O. BOX 6330
SITKA AK 99835-6330

Parcel ID: 15185000
SISK KARA
SISK, KARA, C.
108 OSPREY ST
SITKA AK 99835

Parcel ID: 15190000
FORURIA GEORGIANNA

P & Z Mailing
Sent 7/24/15

Sheila Finkenbinder
B&B Conditional Use Permit
415 DeArmond Street

Parcel ID: 15195000
BROWN CORRINE
BROWN, CORRINE, E.
107 NEW ARCHANGEL
SITKA AK 99835

Parcel ID: 15200000
ABARIENTOS/CABUDOL MARY/TERESITA
ABARIENTOS, M./CABUDOL, TERESITA
501 ANDREWS ST
SITKA AK 99835

Parcel ID: 15205000
SNOWDEN GROUP, LLC THE
THE SNOWDEN GROUP, LLC
P.O. BOX 178
SITKA AK 99835-0178

Parcel ID: 15210000
CROPLEY JOELLIN
CROPLEY, JOELLIN
406 HEMLOCK ST
SITKA AK 99835

Parcel ID: 15215000
DIEGO EDGAR/JUANITA
DIEGO, JUANITA/EDGAR
122 OSPREY ST
SITKA AK 99835

Parcel ID: 15220000
MOORE ARCHIE/PHYLLIS
MOORE, ARCHIE, C./PHYLLIS
120 OSPREY ST.
SITKA AK 99835

Parcel ID: 15225000
STRAIN ALICE/SHERMAN
STRAIN, ALICE, ANN/SHERMAN, M.
113 HARBOR MOUNTAIN RD, SPC 5
SITKA AK 99835-9533

Parcel ID: 15230000
CASSEY SCOTT/CYNTHIA
CASSEY, SCOTT, P./CYNTHIA, S.
P.O. BOX 452
SITKA AK 99835-0452

Parcel ID: 15245000
RODGERS RANDAL/JANICE
RODGERS, RANDAL, D./JANICE, I
111 NEW ARCHANGEL ST
SITKA AK 99835

Parcel ID: 15250000
NEWMAN KYLE
NEWMAN, KYLE
113 NEW ARCHANGEL ST
SITKA AK 99835

Parcel ID: 15260000
GRANT FREDERICK/BONNI
GRANT, BONNIE, M.
117 NEW ARCHANGEL ST
SITKA AK 99835

Parcel ID: 15265000
MEAD TERRY
MEAD, TERRY, E.
115 NEW ARCHANGEL ST.
SITKA AK 99835

Parcel ID: 15270000
JONES THOMAS/DARCY
JONES, THOMAS & DARCY
2217 SAWMILL CREEK RD
SITKA AK 99835

Parcel ID: 15285000
ARMER ROSEMARY
ARMER, ROSEMARY, D.
507 MARINE ST.
SITKA AK 99835

Parcel ID: 15290000
GUY/MC CREHIN JUNE/ROBYN
GUY, JUNE & MC CREHIN, ROBYN
503 MARINE ST
SITKA AK 99835

Parcel ID: 15295000
HAMES ROGER
HAMES, ROGER, L.
P.O. BOX 1252
SITKA AK 99835-1252

Parcel ID: 15300000
MCGRAW ROBERT/TONI
MCGRAW, ROBERT, S./TONI, G.
201 NEW ARCHANGEL ST.
SITKA AK 99835

Parcel ID: 16475011
DIDRICKSON GERALD
DIDRICKSON, GERALD, E.
P.O. BOX 900
SITKA AK 99835-0900

Parcel ID: 16475013
BARANOF ISLAND HOUSING AUTHORITY
BIHA
BARANOF ISLAND HOUSING AUTHORITY
245 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16502000
ANDERSON WILLIAM
ANDERSON, WILLIAM
P.O. BOX 704
SITKA AK 99835-0704

Parcel ID: 16510000
KIRKMAN ESTATE LILA
% RICK PADEN
KIRKMAN ESTATE, LILA
103 PETER SIMPSON RD
SITKA AK 99835

Parcel ID: 16525000
KIRKMAN BERTRAND
C/O RICK PADEN
KIRKMAN, BERTRAND
103 PETER SIMPSON RD
SITKA AK 99835

Parcel ID: 16550051
ANDERSON WILLIAM
ANDERSON, WILLIAM
P.O. BOX 704
SITKA AK 99835-0704

Parcel ID: 16550052
KIRKMAN LILA
% RICK PADEN
KIRKMAN ESTATE, LILA
103 PETER SIMPSON RD
SITKA AK 99835

Parcel ID: 16550054
BRUMFIELD PHOEBE
BRUMFIELD, PHOEBE
2071 SE ERWIN RD
PORT ST. LUCIE FL 34952-5521

Parcel ID: 16605000
SITKA TRIBE OF ALASKA
SITKA TRIBE OF ALASKA
456 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16620000
SITKA TRIBE OF ALASKA THE
SITKA TRIBE OF ALASKA
456 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16635001
LITTLEFIELD CHRISTINE
LITTLEFIELD, GREGORY J.
LITTLEFIELD, CHRISTINE DUBKE HOPE
P.O. BOX 705
SITKA AK 99835-0705

Parcel ID: 16635002
LITTLEFIELD EVELYN
LITTLEFIELD, EVELYN
P.O. BOX 127
METLAKATLA AK 99926-0127

Parcel ID: 16635003
OLNEY-MILLER BAE/JENNIFER
OLNEY-MILLER, BAE/JENNIFER
505 O'CAIN AVE
SITKA AK 99835

Parcel ID: 16640004
LITTLEFIELD TERRENCE
LITTLEFIELD, TERRENCE, C.
P.O. BOX 2336
SITKA AK 99835-2336

Parcel ID: 16640101
LITTLEFIELD CHRISTINE
LITTLEFIELD, CHRISTINE, D.
P.O. BOX 705
SITKA AK 99835-0705

Parcel ID: 16640103
LITTLEFIELD TERRENCE
LITTLEFIELD, TERRENCE, C.
P.O. BOX 2336
SITKA AK 99835-2336

Parcel ID: 16640104
BORGEN BARBARA
BORGEN, BARBARA, J.
P.O. BOX 183
SITKA AK 99835-0183

Parcel ID: 16640106
CLARK ISAAC/JESSICA
CLARK, ISAAC & JESSICA
454 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16640107
JOHNSON ANNE
JOHNSON, ANNE, H.
452 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16640108
BRADY JUDITH
BRADY, JUDITH, A.
450 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16640109
PAYENNA JACOB
PAYENNA, JACOB, S.
448 KATLIAN AVE
SITKA AK 99835