



CITY AND BOROUGH OF SITKA

Minutes - Draft

Planning Commission

Chris Spivey, Chair
Darrell Windsor, Vice Chair
Randy Hughey
Victor Weaver

Wednesday, September 4, 2019

7:00 PM

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

Present: Chris Spivey (chair), Darrell Windsor, Randy Hughey, Victor Weaver, Stacy Mudry
Absent: Aaron Bean (assembly liaison)
Staff: Amy Ainslie
Public: Larry Trani, Ann Walter, Jamie Licari, Mick Tisher, Davey Lubin, Lisa Busch, Richard Wein, Shannon Haughland

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

II. CONSIDERATION OF THE AGENDA

III. CONSIDERATION OF THE MINUTES

M-Hughey/S-Windsor moved to approve the July 17, 2019 minutes. Motion passed 5-0 by voice vote.

A [PM 19-12](#) Approve the July 17, 2019 minutes.

Attachments: [12-July 17 2019 DRAFT](#)

IV. PERSONS TO BE HEARD

V. PLANNING DIRECTOR'S REPORT

Ainslie welcomed the newest Commissioner, Stacy Mudry, to the Commission and thanked her for volunteering to join. Ainslie stated that the hiring committee for the Planning Director had narrowed down to a single candidate, and would be bringing that candidate to Sitka in the coming weeks for a final interview. Commissioners expressed interest in meeting the candidate.

Ainslie also provided an update on short-term rental annual reporting. Ainslie noted that of the 11 late responses, 9 had eventually responded. Of the 9, 6 were still active and 3 were inactive. Commissioners discussed short-term rental overall numbers, attrition rates, and when future reporting would be conducted.

Ainslie noted the next two agendas would be full - upcoming requests for review included a tidelands lease, a variance, at least 2 subdivisions, a zero lot line, and four

conditional use permits for short-term rentals.

VI. REPORTS

- B** [MISC 19-16](#) Discussion on variance request VAR 19-02 to document a final decision made on July 17, 2019.

Attachments: [VAR 19-02 Finalization Memo and Site Plan](#)

No discussion on this item - Ainslie said this item was added to formally document the decision made on July 17, 2019 on VAR 19-02.

VII. THE EVENING BUSINESS

- C** [VAR 19-03](#) Public hearing and consideration of a zoning variance for front and side setbacks at 3603 Halibut Point Road in the R-1 MH single-family, duplex, and manufactured home zoning district. The lot is also known as Lot 2 Yannikos Subdivision. The request is filed by Larry Trani and Ann Walter. The owners of record are Larry Trani and Ann Walter.

Attachments: [V 19-03 Trani 3603 HPR Staff Report](#)
 [V 19-03 Trani 3603 HPR Aerial](#)
 [V 19-03 Trani 3603 HPR Site Plan](#)
 [V 19-03 Trani 3603 HPR Plat](#)
 [V 19-03 Trani 3603 HPR Photos](#)
 [V 19-03 Trani 3603 HPR Applicant Materials](#)

Ainslie gave the staff report, explaining the variance request was for the construction of a garage on an existing foundation. The variance requested was to reduce the front setback from 14 feet to 8 feet, and the side setback on the north side of the property from 5 feet to 3 feet. Ainslie explained that there was approximately 30 feet from the asphalt of Halibut Point Road to the property line, meaning that there would be approximately 40 feet from the foundation of the garage to Halibut Point Road allowing for more than adequate space for maneuvering a vehicle on to the property and ensuring visibility. Ainslie concluded that the request met the findings necessary for variances involving major structures given the orientation and placement of the existing structure (foundation) and recommended approval.

The applicants, Larry Trani and Ann Walter came forward. Trani clarified that he believed the original structure was placed in the mid 70's. Trani further described the structural integrity of the slab, concluding it was in excellent condition to be re-built upon.

Spivey noted that many variances along Halibut Point Road had historically been approved, as the road had ample shoulder room for future development that was unlikely to come, mitigating usual concerns of reducing front setbacks.

M-Hughey/S-Windsor moved to approve the zoning variance for front and side setbacks at 3603 Halibut Point Road in the R-1MH single-family, duplex, and manufactured home zoning district subject to the listed conditions of approval. The lot was also known as Lot 2 Yannikos Subdivision. The request was filed by Larry Trani and Ann Walter. The owners of record were Larry Trani and Ann

Walter. Motion passed 5-0 by voice vote.

M-Hughey/S-Windsor moved to adopt the required findings for variances involving major structures or expansions. Motion passed 5-0 by voice vote.

D [P 18-02](#)

Public hearing and consideration of a final plat for a minor subdivision to result in two lots at 2310 Halibut Point Road in the R-1 MH District. The property is also known as a portion of Lot 13 US Survey 2418. The request is filed by John and Jamie Licari. The owner of record is JPJL, LLC.

Attachments: [P 18-02 Licari 2310 HPR Staff Report](#)
[P 18-02 Licari 2310 HPR Aerial](#)
[P 18-02 Licari 2310 HPR Final Plat](#)
[P 18-02 Licari 2310 HPR Photos](#)
[P 18-02 Licari 2310 HPR Applicant Materials](#)

Ainslie delivered the staff report, noting that this item had come before the Commission on several occasions for review, and that many of the neighborhood concerns had been adequately addressed by the applicant through the review process. The property was approximately 3.5 acres of undeveloped land. Much of the land had steep terrain that would limit expansive development, however, there were developable areas within the lot. The subdivision enabled another subdivision with residential development to the north of the property, as the lot had access to public utilities on Halibut Point Road it could connect northern properties with via utility easements. The only significant change from the preliminary plat was an access easement which had been added across the proposed Lot 1 to serve as a secondary access route to the proposed Lot 2 in addition to the originally proposed access easement from Sand Dollar Drive. Ainslie recommended approval, concluding the subdivision offered adequate space, size, access, utility availability, and the action would enable development in an orderly, well planned manner.

The applicant, Jamie Licari, participated telephonically. Licari had no further comments and noted that Mick Tisher could also provide more information if needed.

Spivey and Hughey stated that many of original issues and neighborhood concerns raised in the early stages of the proposal had been resolved, and thanked the applicant for addressing the previously raised concerns.

M-Hughey/S-Windsor moved to approve the final plat for a minor subdivision to result in two lots at 2310 Halibut Point Road in the R-1MH single family, duplex, and manufactured home zoning district subject to the attached conditions of approval. The property was also known as a Portion of Lot 13 US Survey 2418. The request was filed by John and Jamie Licari. The owner of record was JPJL, LLC. Motion passed 5-0 by voice vote.

M-Hughey/S-Windsor moved to adopt the findings as listed in the staff report. Motion passed 5-0 by voice vote.

E [P 19-04](#)

Public hearing and consideration of a final plat for a minor subdivision to result in two lots at 213 Shotgun Alley in the single-family low density zoning district. The property is also known as Lot 1A, Johnstone Subdivision. The applicants are David Lubin and Lisa Busch. The owners of record are David Lubin and Lisa Busch.

Attachments: [P 19-04 Lubin Busch Shotgun Minor Sub Staff Report](#)
 [P 19-04 Lubin Busch Shotgun Minor Sub Aerial](#)
 [P 19-04 Lubin Busch Shotgun Minor Sub Final Plat](#)
 [P 19-04 Lubin Busch Shotgun Minor Sub Photos](#)
 [P 19-04 Lubin Busch Shotgun Minor Sub Applicant Materials](#)

Ainslie delivered the staff reporting, stating that like the last item, this item had also been seen by the Commission on several occasions. The plan as approved in the preliminary plat was a subdivision to result in 2 lots in a waterfront, low density neighborhood. The newly created lot would have vehicular and utility access from Shotgun Alley. The intent of the owners was to develop a single family residence where a cottage previously existed. Ainslie emphasized that only the legal relationships as grantors versus grantees of access and utilities would change for adjacent property owners; practical, day-to-day use would be unimpacted for residents. Ainslie recommended approval, stating the resulting subdivision and newly created lot met the development standards for the zoning district, provided adequate space, size, access, utility availability and would result in an attractive addition to the neighborhood.

The applicant, Lisa Busch, came forward. Busch stated she had no further comments, Commissioners had no questions for the applicant.

M-Windsor/S-Hughey moved to approve the final plat for a minor subdivision at 213 Shotgun Alley in the single family low density zoning district subject to the listed conditions of approval. The property was also known as Lot 1A, Johnstone Subdivision Replat. The applicants were David Lubin and Lisa Busch. The owners of record were David Lubin and Lisa Busch. Motion passed 5-0 by voice vote.

M-Windsor/S-Hughey moved to adopt the findings as listed in the staff report. Motion passed 5-0 by voice vote.

F [P 19- 05](#)

Public hearing and consideration of a preliminary plat for a minor subdivision to result in two lots at 601 Alice Loop in the Waterfront zoning district. The property is also known as Lot 10 Alice and Charcoal Island Subdivision. The request is filed by Shee Atika Holdings Alice Island, LLC. The owner of record is Shee Atika Holdings Alice Island, LLC.

Attachments: [P 19-05 Shee Atika 601 Alice Loop Subdivision Staff Report](#)
 [P 19-05 Shee Atika 601 Alice Loop Subdivision Aerial](#)
 [P 19-05 Shee Atika 601 Alice Loop Subdivision Current Plat](#)
 [P 19-05 Shee Atika 601 Alice Loop Subdivision Proposed Plat](#)
 [P 19-05 Shee Atika 601 Alice Loop Subdivision Photos](#)
 [P 19-05 Shee Atika 601 Alice Loop Subdivision Applicant Materials](#)

M-Windsor/S-Hughey moved to postpone consideration of this item until such a time the applicants could be present. Staff was directed to add this item to the next agenda, or the next available agenda to balance agenda length. Motion passed 5-0 by voice vote.

- G** [P 19-06](#) Public hearing and consideration of a preliminary plat for a minor subdivision to result in five lots at 430 and 470 Alice Loop in the Waterfront zoning district. The properties are also known as Lot 11C and 11D William Paul Subdivision. The request is filed by Shee Atika Holdings Alice Island, LLC. The owner of record is Shee Atika Holdings Alice Island, LLC.

Attachments: [P 19-06 Shee Atika 430 & 470 Alice Loop Staff Report](#)
 [P 19-06 Shee Atika 430 & 470 Alice Loop Aerial](#)
 [P 19-06 Shee Atika 430 & 470 Alice Loop Current Plat](#)
 [P 19-06 Shee Atika 430 & 470 Alice Loop Preliminary Plat](#)
 [P 19-06 Shee Atika 430 & 470 Alice Loop Photos](#)
 [P 19-06 Shee Atika 430 & 470 Alice Loop Applicant Materials](#)

M-Windsor/S-Hughey moved to postpone consideration of this item until such a time the applicants could be present. Staff was directed to add this item to the next agenda, or the next available agenda to balance agenda length. Motion passed 5-0 by voice vote.

VIII. ADJOURNMENT