



CITY AND BOROUGH OF SITKA

Minutes - Draft

Planning Commission

Wednesday, May 17, 2023

7:00 PM

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

Present: Chris Spivey (Chair), Stacy Mudry, Wendy Alderson, Katie Riley
Absent: Darrell Windsor, Thor Christianson (Assembly liason)
Staff: Amy Ainslie, Coral Crenna
Public: Raymond Wampler

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

II. CONSIDERATION OF THE AGENDA

III. CONSIDERATION OF THE MINUTES

A [PM 23-08](#)

M/Mudry-S/Riley moved to approve the May 3, 2023, meeting minutes. Motion passed 4-0 by voice vote.

IV. PERSONS TO BE HEARD

V. PLANNING DIRECTOR'S REPORT

Ainslie reported the Lake Street and Lincoln Street intersection was reconfigured. There was some ongoing notices to the public and additional signage from the State of Alaska Department of Transportation expected. The Tourism Task Force had their first organizational meeting yesterday (May 16, 2023). The summer schedule for the Tourism Task Force was undecided but there was discussion of potential subgroups to convene over the summer. Ainslie as the ex-officio member to the task force would keep the Planning Commission updated. The appeal of the Youth Advocates of Sitka (YAS), regarding the denial of a CUP 22-17 at 3411 Halibut Point Road, was postponed. The Municipal Attorney had advised there were other legal issues that required further review and would be going back to the Assembly on June 13, 2023.

Riley inquired what subgroups for the Tourism Task Force had been created. Ainslie clarified that there were no subgroups created yet, the first organizational meeting was focused on meeting rules and election of officers. There was a work session planned for the May 31, 2023 to; lay out directives, decide what information was needed to accomplish directives, and identify which members were available over the summer.

Alderson asked about food trucks and if they required a conditional use permit (CUP) on private property. Ainslie provided Commissioners with a brief overview of zoning code provisions relating to food trucks and food carts.

VI. REPORTS**VII. THE EVENING BUSINESS****B** [VAR 23-02](#)

Ainslie introduced a variance request at 5318 Halibut Point Road (HPR) that the Commission was knowledgeable about. The applicant had a 2021 variance to reduce the front setback from 14 to 6 feet and an additional variance in 2022 to reduce from 6 to 3.5 feet. At the time of the 2022 request, Commissioner Windsor had recommended a zero setback and now the applicant was requesting a zero setback. The applicant had been working to build the house for several years. There had been an issue with surveys between the independent survey and the Department of Transportation survey that had been resolved. The as-built produced after the foundation was poured showed the foundation had been poured 3.5 feet from the property line. When accounting for the overhang from eaves and gutters, the house would be approximately zero feet from the property line. The right-of-way (ROW) at this section of HPR was platted as 100 feet wide, 50 feet on either side of the centerline, however the developed asphalted ROW was about 12 feet from the centerline. Staff estimated that there would be a little over 35 feet from the gutter of the house to the asphalt of the ROW. The driveway was situated on the northern end of the property and there was a garage door on the side of the house; there was no anticipated issues for egress and ingress. Previous variances had been granted as this was a challenging lot to develop with limited building area due to the steep topography and terrain which staff felt warranted a variance. Staff recommended approval.

The applicant, Raymond Wampler, was present. As a less experienced builder on a difficult lot with surveying challenges, he appreciated the Planning Commission working with him on the development.

M/Mudry-S/Riley moved to approve the zoning variance for a reduction of the front setback at 5318 Halibut Point Road in the R-1 single-family and duplex residential district subject to the attached conditions of approval. The property is known as Lot 1, Tract B-1, U.S. Survey 3670. The request was filed by Raymond Wampler. The owner of record was Raymond Wampler. Motion passed 4-0 by voice vote.

M/Mudry-S/Riley moved to adopt and approve the required findings for variances involving major structures or expansions as listed in the staff report. Motion passed 4-0 by voice vote.

VIII. ADJOURNMENT

Hearing no objections, Chair Spivey adjourned the meeting at 7:13 PM.