



CITY AND BOROUGH OF SITKA

Minutes - Final

Planning Commission

Wednesday, October 4, 2023

7:00 PM

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

Present: Darrell Windsor (Acting Chair), Stacy Mudry, Katie Riley, Robin Sherman, Thor Christianson (Assembly liaison)

Excused: Wendy Alderson

Staff: Amy Ainslie, Coral Crenna, Kim Davis

Public: Senolden Norwood, Breezy Cranford, Catherine Burton (telephonic), Austin Cranford, Dan Evans, Gary Cranford, Maegan Bosak, Valerie Taylor, Ariadne Will (telephonic)

Acting Chair Windsor called the meeting to order at 7:13 PM.

II. ELECTION OF OFFICERS

M/Mudry-S/Riley moved to elect Darrell Windsor as Chair. Motion passed 4-0 by roll call vote.

M/Sherman-S/Riley moved to elect Catherine Riley as Vice Chair. Motion passed 4-0 by roll call vote.

III. CONSIDERATION OF THE AGENDA

IV. CONSIDERATION OF THE MINUTES

A [PM 23-14](#) Approve the September 6, 2023 meeting minutes.

M/Mudry-S/Riley moved to approve the September 6, 2023 meeting minutes. Motion passed 4-0 by voice vote.

V. PERSONS TO BE HEARD

VI. PLANNING DIRECTOR'S REPORT

Ainslie reported the next Planning Commission meeting would be October 19th. Southeast Conference had a Southeast Alaska by the Numbers report she would be forwarding on to the commissioners regarding the economy. Ainslie and Crenna attended the Alaska and Western Planners Association Conference in Anchorage. Ainslie had also presented at the Chamber of Commerce for their housing panel and asked commissioners if they would like her to present the information to the commission. Windsor and other commissioners agreed they would like to see the presentation.

VII. REPORTS**VIII. THE EVENING BUSINESS****B** [CUP 23-15](#)

Public hearing and consideration of a conditional use permit for a short-term rental at 1711 Edgecumbe Drive in the R-1 single-family and duplex residential district. The property is also known as Lot 9-B, of the Mark C. Friday Subdivision. The request is filed by Senolden Norwood and Petra Lechner. The owners of records are Senolden Norwood and Petra Lechner.

Crenna introduced a request for a conditional use permit for a short-term rental (STR) at 1711 B Edgecumbe Drive. This request had been postponed at the August 16 meeting. This was the owners primary residence. They lived in unit A and were requesting unit B as the STR. The unit had 2 bedrooms and 1 1/2 bath. The renter handout was detailed with quiet hours from 10PM - 7AM, trash management and the unit would be limited to one car, minimizing impacts to traffic. There was a large gravel driveway with adequate space for six vehicles exclusive of the carport. There was a rock wall on the South side, Edgecumbe Drive to the East, and mature vegetation surrounding the property. Staff recommended approval.

The applicant Senolden Norwood was present. He stated they had previously used the unit as a long-term rental and wanted to utilize the unit in between family visiting. They had tried to find long-term tenants able to afford the unit. He believed there were other long-term housing units available in town and the increasing costs of living was making it harder for people to be able to afford housing.

Public comment from Breezy Cranford was in support of the STR and this was a way for homeowners to recoup costs. Catherine Burton was opposed to the STR as the houses in the neighborhood were close and noise would impact the area. Austin Cranford was in support of the STR, also lived in an area where houses were close and stated noise could be managed by the owners who lived onsite. There was other written public comment submitted by Peg Shea, Hugh and Catherine Burton, Ann Valion, and Ruth McMaster opposed to the STR. MJ Messinger, Rodney Racaza, James Dwight Pierson, Justice Lysons, Carmen Bartelds, John and Amy Sweeney, Kirk and Brenda Gilmore, Gary and Nancy Short in support.

Commissioners discussed local housing issues. Mudry had heard from several contractors who couldn't find short-term housing. Riley suggested housing be a future agenda item for discussion.

M/Mudry-S/Sherman moved to approve the conditional use permit for a short-term rental at 1711 B Edgecumbe Drive in the R-1 - single-family/duplex residential district subject to the attached conditions of approval. The property was also known as Lot 9-B, Mark C. Friday Subdivision. The request was filed by Senolden Norwood and Petra Lechner. The owners of record were Senolden Norwood and Petra Lechner. Motion passed 4-0 by voice vote.

M/Mudry-S/Sherman moved to adopt and approve the required findings for conditional use permits as listed in the staff report. Motion passed 4-0 by voice vote.

C [CUP 23-18](#)

Public hearing and consideration of a conditional use permit for a short-term rental at 611 Etolin Street in the R-1 single-family and duplex

residential district. The property is also known as portion of Lot Eight (8), Block Fifteen (15), Sitka Townsite. The request is filed by Daniel Evans. The owners of record are Daniel and Janet Evans.

Crenna introduced a request for a conditional use permit for a short-term rental (STR) at 611 Etolin Street. This was postponed from the September 6th meeting. The owner and applicant Dan Evans had requested to use his primary residence as an STR during the summer months while at Baranof Warm Springs. Evans would be traveling back to town throughout the summer to manage the rental along with Sitka Travel. It was a three bedroom, two bath dwelling unit. There was the possibility of an increase in traffic with two cars allowed for the rental but it was close to town and renters could walk. The renter handout had a max guest of five with quiet hours listed from 8 PM- 8AM, and trash management was detailed. The property was well buffered by fencing, trees, and landscaping. Staff recommended approval.

The applicant Dan Evans was present. He had updated the renter handout and had reached out to all neighbors with eight of them okay with it and one against regarding parking and noise. Public comment from Gary Cranford was in regard to noise and crime which he hadn't seen in STR's. Written public comment from Brandon Marx, Cambria Homes, Walter and Pamela Johnson, and Adam McCloud was in support. Commissioner discussion from Riley stated she liked the updated and detailed renter handout and the fact they had reached out to their neighbors. Windsor agreed. Riley would like the commission to find a solution to STR density in the future.

M/Mudry-S/Riley moved to approve the conditional use permit for a short-term rental at 611 Etolin Street in the R-1-single-family/duplex residential district subject to the attached conditions of approval. The property was also known as a Portion of Lot Eight (8), Block Fifteen (15), Sitka Townsite. The request was filed by Daniel Evans. The owners of record were Daniel R. Evans and Janet L. Evans. Motion passed 4-0 by voice vote.

M/Mudry-S/Riley moved to adopt and approve the required findings for conditional use permits as listed in the staff report. Motion passed 4-0 by voice vote.

D [VAR 23-10](#)

Public hearing and consideration of a zoning variance for illumination and size of signs at 227 Tongass Drive in the P Public Lands District. The property is also known as SEARHC Subdivision. The request is filed by Southeast Alaska Regional Health Consortium. The owner of record is Southeast Alaska Regional Health Consortium.

Ainslie introduced a variance request for sign illumination and size at 227 Tongass Drive for Southeast Alaska Regional Health Consortium (SEARHC) in the P-public lands district. This was the sign package for the new hospital and included twelve signs with direct illumination, three identification signs larger than 20 square feet, and nine directional signs larger than six square feet. Illuminated signs could impact nearby areas with light pollution or cause glare for motorists and pedestrians. Ainslie stated these signs were critical for emergency services. The signage needed to be visible to direct patients and visitors who may be unfamiliar with the area. Staff recommended approval.

The applicant Maegan Bosak was present with Valerie Taylor. The signs were designed to be seen during all different types of weather and at night. The hospital project was on schedule and steel work had been completed. Construction was scheduled to be completed in fall of 2025. A public comment was read from Helen Raschick, was against the sign on the north side of the building facing town as it would cause light pollution over the sound. Commissioners had no discussion.

M/Mudry-S/Riley moved to approve the zoning variance for direct illumination and size of signs at 227 Tongass Drive in the P public lands district subject to the attached conditions of approval. The property was also known as SEARHC Subdivision. The request was filed by Southeast Alaska Regional Health Consortium. The owner of record was Southeast Alaska Regional Health Consortium. Motion passed 4-0 by voice vote.

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

IX. ADJOURNMENT

Chair Windsor adjourned the meeting at 8:49 PM.