



# CITY AND BOROUGH OF SITKA

## Meeting Agenda

### Planning Commission

*Chris Spivey, Chair*  
*Darrell Windsor, Vice Chair*  
*Tamie (Harkins) Parker Song*  
*Debra Pohlman*  
*Randy Hughey*

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Tuesday, July 19, 2016

7:00 PM

Sealing Cove Business Center

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**I. CALL TO ORDER AND ROLL CALL**

**II. CONSIDERATION OF THE AGENDA**

**III. CONSIDERATION OF THE MINUTES**

**A**     [PM-7](#)     Approval of the June 21, 2016 meeting minutes.

**Attachments:** [June 21 2016 draft](#)

**IV. REPORTS**

**B**     [16-00](#)     Planning Regulations and Procedures.

**Attachments:** [Planning Regulations and Procedures](#)

**V. THE EVENING BUSINESS**

**C**     [CUP 16-21](#)     Public hearing and consideration of a conditional use permit for a short term rental located on a boat in Crescent Harbor 1-24, 500 Lincoln Street, in the Public zone. The property is also known as a portion of ATS 15. The application is filed by Bruce and Ann-Marie Parker. The owner of record is the City and Borough of Sitka.

**Attachments:** [Crescent 1-24 STR Staff Report 7.19.16](#)

[Supporting documents - Parker 7.19.16 reduced](#)

[Harbormaster comments 6.7.16](#)

[Parker notice 7.8.16](#)

- D**      [CUP 16-25](#)      Public hearing and consideration of a conditional use permit for a short term rental located on a boat in Crescent Harbor 6-45, 500 Lincoln Street, in the Public zone. The property is also known as a portion of ATS 15. The application is filed by Tiffany Justice and Ben Timby. The owner of record is the City and Borough of Sitka.  
**Attachments:** [Crescent 6-45 STR Staff Report 7.19.16](#)  
[Supporting Documents Crescent 6-45 reduced](#)
- E**      [P 16- 01](#)      Public hearing and consideration of the final plat of a minor subdivision at 211 Shotgun Alley, zoned SFLD Single Family Low Density Residential. The subdivision would result in four lots. The property is also known as Lot 2 of Johnstone Subdivision Replat. The request is filed by Barth Hamberg. The owner of record is Barth Hamberg.  
**Attachments:** [Hamberg 211 Shotgun staff report July 2016](#)  
[Supporting documents Hamberg 7.19.16 reduced](#)  
[Additional photos 211 Shotgun reduced](#)
- F**      [CUP 16-22](#)      Public hearing and consideration of a conditional use permit application for a three-unit multiple-family structure and a short-term rental at 1715 Sawmill Creek Road, in the R-1 single family and duplex residential district. The property is also known as Lot 1A Corrective Plat of Knauss Lot Line Adjustment. The request is filed by Michael Knauss and Jacklynn Barmoy. The owners of record are Michael Knauss and Jacklynn Barmoy.  
**Attachments:** [Staff Report 1715 SMC triplex and STR](#)  
[Supporting Documents Barmoy 7.19.16 reduced](#)  
[Barmoy notice 7.8.16](#)
- G**      [CUP 16-24](#)      Public hearing and consideration of a conditional use permit request for a daycare at 514 Halibut Point Road and 203 Lakeview Drive, in the R-1 zone. The property is also known as Lots 1, 2, 30, and 31 of Lakeview Heights Subdivision. The request is filed by Emily Davis and Michelle Barker. The owner of record is First Baptist Church.  
**Attachments:** [514 HPR and 203 Lakeview staff report daycare 7.19.16](#)  
[Supporting Documents 514 HPR 203 Lakeview - reduced](#)
- H**      [CUP 16-23](#)      Public hearing and consideration of a conditional use permit major amendment request for a short-term rental at 304 Baranof Street, in the R-1 zone. The property is also known as Lot 1 Westover Subdivision. The request is filed by Island Institute. The owners of record are John and Karen Thielke.  
**Attachments:** [304 Baranof Staff Report](#)  
[Supporting Documents 304 Baranof - reduced](#)  
[304baranofparking update](#)

- I**      [VAR 16-11](#)      Public hearing and consideration of a variance request for 216 Lakeview Drive, in the R-1 zone. The request is for the reduction in the northwesterly side setback from 5 feet to 1 foot for the construction of a garage to replace an existing carport. The property is also known as Lot 51 Lakeview Heights Subdivision. The request is filed by Ida Eliason. The owner of record is Ida Eliason.  
**Attachments:** [216 Lakeview staff report](#)  
[Supporting documents - 216 Lakeview reduced](#)
- J**      [VAR 16-12](#)      Public hearing and consideration of a variance request for substandard lot size at 204 Jeff Davis Street, in the R-2 zone. The property is also known as Lot 17 Sheldon Jackson Campus Subdivision. The request is filed by Randy Hitchcock. The owner of record is Randy Hitchcock.  
**Attachments:** [Staff Report Hitchcock variance 7.19.16](#)  
[Supporting Documents Hitchcock variance 7.19.16 reduced](#)  
[Applicant-submitted neighbor comments](#)  
[Additional Photos 204 Jeff Davis reduced](#)
- K**      [P 16-09](#)      Public hearing and consideration of the final plat of a minor subdivision at 204 Jeff Davis Street, in the R-2 zone. The property is also known as Lot 17 Sheldon Jackson Campus Subdivision. The request is filed by Randy Hitchcock. The owner of record is Randy Hitchcock.  
**Attachments:** [Staff Report Hitchcock minor sub 7.19.16](#)  
[Supporting Documents - 204 Jeff Davis minor sub 7.19.16 reduced](#)  
[Applicant-submitted neighbor comments](#)  
[Additional Photos 204 Jeff Davis reduced](#)  
[2007 Easement](#)  
[2009 Easement](#)
- L**      [P 16-10](#)      Public hearing and consideration of the final plat of a minor subdivision for tidelands adjacent to 1 Lincoln Street, as required for the tideland lease process. The property is also known as a portion of ATS 15, and is in the Waterfront District. The request is filed by Petro Marine Services. The owner of record is the City and Borough of Sitka.  
**Attachments:** [Petro subdivision staff report](#)  
[Petro subdivision supporting documents - reduced](#)
- M**      [ZA 16-03](#)      Public hearing and consideration of a zoning map amendment for ASLS 15-06. The proposal would change the property from unzoned to OS Open Space. The request is filed by the City and Borough of Sitka Planning Department. The owner of record is the State of Alaska.  
**Attachments:** [Staff Report ZMA ASLS 15-06](#)  
[Supporting Documents ASLS 15-06 ZMA reduced](#)

- N**      [ZA 16-02](#)      Public hearing and consideration of a zoning text amendment to allow staff to approve administrative variances of up to two feet in C-1 General Commercial, C-2 General Commercial Mobile Home, Industrial, and Waterfront zones. The request is filed by the CBS Planning and Community Development Department.

**Attachments:** [Administrative Variance ZTA file reduced](#)

**VI.      PLANNING DIRECTOR'S REPORT**

**VII.     PUBLIC BUSINESS FROM THE FLOOR**

**VIII.    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@cityofsitka.org](mailto:planning@cityofsitka.org), or faxed to (907) 747-6138. Those with questions may call (907) 747-1814.*

*Publish: July 11 and 13.*