



# CITY AND BOROUGH OF SITKA

## Meeting Agenda

### Planning Commission

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

---

Tuesday, May 3, 2016

7:00 PM

Swan Lake Senior Center

---

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

**II. CONSIDERATION OF THE AGENDA**

**III. CONSIDERATION OF THE MINUTES**

**IV. REPORTS**

- A**     [PM-3](#)     Approval of the minutes from the April 19, 2016 meeting.

**Attachments:**   [April 19 2016 draft](#)  
                         [mAY 3 MEETING POSTER](#)

**V. THE EVENING BUSINESS**

- B**     [MISC](#)     Public hearing and consideration of the overview and historic land use  
       [16-01.4](#)     chapters of the Land Use Plan.

**Attachments:**   [Overview- Land Use Plan 4.28.16](#)  
                         [Outline Past Land Use MJS](#)

- C**     [MISC](#)     Public hearing and discussion of the Land Use Plan and  
       [16-01.5](#)     Comprehensive Plan. The discussion will focus on current inventory and  
                         use. This item will include a planning process overview, an opportunity  
                         for public remarks, a facilitation exercise, and photovoice participation.

**Attachments:**   [Land Use Inventory](#)  
                         [Map1](#)  
                         [Map2](#)  
                         [Map3](#)  
                         [Inventory pages](#)  
                         [Commercial use inventory pages](#)

**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: April 25 and 27.*



# CITY AND BOROUGH OF SITKA

## Legislation Details

---

**File #:** PM-3      **Version:** 1      **Name:**  
**Type:** Planning Minutes      **Status:** AGENDA READY  
**File created:** 4/7/2016      **In control:** Planning Commission  
**On agenda:** 5/3/2016      **Final action:**  
**Title:** Approval of the minutes from the April 19, 2016 meeting.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [April 19 2016 draft](#)  
[mAY 3 MEETING POSTER](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------



# CITY AND BOROUGH OF SITKA

## Minutes - Draft

### Planning Commission

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

---

Tuesday, April 19, 2016

7:00 PM

Sealing Cove Business Center

---

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

**II. CONSIDERATION OF THE AGENDA**

**III. CONSIDERATION OF THE MINUTES**

**A** Approval of the minutes from the April 5, 2016 meeting.

Windsor/Pohlman moved to **APPROVE** the April 5, 2016 minutes. Motion **PASSED 5-0.**

**III. REPORTS**

**B** Planning Regulations and Procedures.

**C** Annual report submitted by Roger and Colleen Ingman for a bed and breakfast at 1725 Edgecumbe Drive. No action is required.

**D** Annual report submitted for Chris and Tiffany Bryner for a short term rental at 413 Baranof Street. No action is required.

**E** Annual review documents submitted by Emily Davis for a specialized instruction school at 205 Harbor Drive. The Planning Department does not recommend a formal review at this time, as the applicant states that she is actively searching for a new facility. A new facility will require a new conditional use permit, and this conditional use permit will lapse. No action required.

Pohlman stated that the use is school-related, so perhaps a deadline should be set near the beginning of the school year. Spivey stated that some concern has been raised for kids playing outside. Windsor clarified that the permit has not yet been reviewed.

Pohlman/Windsor moved to require an annual review at the second September 2016 Planning Commission meeting if the applicant has not moved to a new location. Motion **PASSED 5-0.**



**IV. THE EVENING BUSINESS**

**F** Public hearing and consideration of a conditional use permit request filed by Michelle Barker for a specialized instruction school at 213 Harbor Drive. The property is also known as Lot 2 of Wilmac Resubdivision. The request is filed by Michelle Barker. The owner of record is Island Fever Diving & Adventures, LLC.

Scarcelli described the request. Scarcelli stated that staff observed a pick-up time this morning, and operations appeared to go smoothly. This property offers 6 private parking spaces, which are not required in CBD. The rear of the building has a stairway that descends into the alley. Scarcelli shared information from AMCO, which did not provide a clear answer on if a tutoring center is a sensitive use in regard to marijuana. Scarcelli stated that marijuana is still speculative, as the Assembly hasn't granted final approval. Scarcelli stated that a tutoring center is not a sensitive use in regard to alcohol businesses. Scarcelli summarized a memo from the Building Official which stated that the change of occupancy would require building review. Staff recommend approval of the request. Scarcelli read a letter from Robert Purvis in support of the conditional use permit request. Windsor clarified that the conditional use permit runs with the land. Hughey asked if churches are sensitive uses in regard to marijuana. Scarcelli stated that it is, but the AMCO board makes the final decision.

Michelle Barker stated that all educational uses are conditional uses except in the Public zone. Barker stated that the intent was not to stop educational facilities. Barker stated the responsibility of the board to enforce the comprehensive plan. Barker stated that her business Sitka Bike & Hike promotes the artist community through its programs. Artist promotion is named in the comprehensive plan. Education is also addressed in the comprehensive plan. Barker stated that her business and Terry's business contribute to other local businesses. Barker stated that her business has sustained \$10,000 in loss during this conditional use process. Barker stated that the city will gain \$82,000 this year through the building sale and normal operations of her business. Barker stated that she employs 25-40 people per season. Scarcelli asked to clarify the work hours. Terry Bartolaba stated her hours as Monday through Friday, 7:30-3:30. Spivey stated that the applicant would have to come back to the commission if they choose to expand downstairs, and Bartolaba stated that she understood. Spivey stated that building may require expensive updates, and Barker stated that she was aware.

Mary Magnuson stated that Barker's business narrative is irrelevant to the discussion. Magnuson stated that she did her due diligence when she bought her location and opened her business. Magnuson stated that she has submitted a conditional use permit application for a marijuana retail facility, and the business plan is in motion. Pohlman stated that she does not understand Magnuson's concern for the Commission's process. Magnuson stated that approval would immediately make her business plan not possible. Bosak asked for clarification that Magnuson just wanted approval to be postponed until after the marijuana permit is considered. Magnuson stated that she wanted approval of the specialized instruction school to be postponed until a marijuana retail conditional use permit can be considered for her own building, and that potential building concerns of 213 Harbor Drive be

addressed.

Robert Purvis stated that he would prefer to see children at the location than a marijuana shop.

Caleb Harris identified himself as Barker's son, stated that he does books for his mother, and stated that the \$82,000 is not in arrears. Harris stated that Magnuson is speaking of speculative income from a speculative permit. Harris stated that daycares in town are full.

Linda Barker Olson stated that cannabis business is not currently legal in Sitka. Olson stated that the same business owners who wrote letters in support of Barker's permit would be asked to give comment on a marijuana permit. Olson stated that Bartolaba has a business, just as Magnuson does.

Bartolaba asked about Magnuson's marijuana timeline. Bartolaba stated that she is ready to buy the building and Barker is ready to sell.

Spivey stated that the commission cannot speculate, and should focus on what the code says. Spivey stated that concerns were raised at the last meeting about alcohol and marijuana uses, and staff have done their jobs in researching the answers. Pohlman stated that she believes that the commission has received good answers to their questions from the previous meeting. Hughey stated that it is not certain that a tutoring center would prevent marijuana retail. Hughey stated that he does not see the big deal with required buffers. Parker Song asked at what point we will know how buffers will be addressed. Scarcelli stated that the state will address buffers on a case by case basis. Hughey asked Bartolaba about the timeline for the purchase. Gene Bartolaba stated that he would like to hear the building official's requirements before finalizing the purchase. Bosak stated that the conditional use permit is not officially activated until the conditions of approval are met.

Hughey/Pohlman moved to APPROVE the required findings for conditional use permits.

**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.

Motion PASSED 5-0.

Hughey/Pohlman moved to APPROVE the conditional use permit request filed by Michelle Barker for a specialized instruction school at 213 Harbor Drive, subject to eight conditions of approval. The property is also known as Lot 2 of Wilmac Resubdivision. The request is filed by Michelle Barker. The owner of record is Island Fever Diving & Adventures, LLC. Motion PASSED 5-0.

Conditions of Approval:

1. Contingent upon an approval by the Building Official and Fire Marshall for the proposed occupancy of all levels of the structure at 213 Harbor Drive (upstairs and downstairs). A review will occur after 6 months to assess progress toward occupancy requirements.
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.

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 meritorious issues and too mitigate any identified adverse impacts on public's health, safety, and welfare.
6. Failure to comply with all applicable tax laws, including but not limited to remittance of all sales tax, shall be grounds for revocation of the conditional use permit.
7. Failure to comply with any of the above conditions may result in revocation of the conditional use permit.
8. The property owner shall register for a sales account prior to the Conditional Use Permit becoming valid.

**G**

Public hearing and consideration of a variance request filed by Richard Parmelee for 405 Hemlock Street. The variance is for the reduction in the side setback from 8 feet to 2 feet for the construction of a carport. The property is also known as Lot 11 of Tower Heights Subdivision. The request is filed by Richard Parmelee. The owners of record are Richard J. Parmelee and Marjorie A. Parmelee.

Scarcelli described the request. Scarcelli stated that the item was previously postponed to allow for neighbor discussion. Scarcelli stated that only a portion of the proposal would be within 2 feet of the property line. Scarcelli read a letter from Michael Sullivan, the renter and prospective owner of 407 Hemlock, who stated support for the carport. Staff recommend approval of a variance to 3 feet.

Richard Parmelee stated that he requests a variance to 2 feet to allow for a tail on the carport. Parmelee stated that the post will be 3 feet from the property line. Spivey stated that he had spoken to the neighbor, Mike Sullivan, and he was supportive of the carport.

Parker Song/Hughey moved to APPROVE the required findings for major structures or expansions as discussed in the staff report.

**Required Findings for Variances.**

1. Required Findings for Variances Involving Major Structures or Expansions. Before any variance is granted, it shall be shown:

- a) That there are special circumstances to the intended use that do not apply generally to the other properties, specifically, the narrowing of the lot near the rear;
- b) The variance is necessary for the preservation and enjoyment of a substantial property right of use possessed by other properties but are denied to this parcel, specifically, the ability to adequately protect a vehicle from rain;
- c) That the granting of such a variance will not be materially detrimental to the public welfare or injurious to the property, nearby parcels, or public infrastructure; and
- d) That the granting of such a variance will not adversely affect the Comprehensive Plan: specifically, the variance is in line with Comprehensive Plan 2.4.1, which states, "To guide the orderly and efficient use of private and public land in a manner that maintains a small-town atmosphere, encourages a rural lifestyle, recognizes the natural environment, and enhances the quality of life for present and future generations without infringing on the rights of private landowners."

Motion PASSED 5-0.

Parker Song/Windsor moved to **APPROVE** the variance request filed by Richard Parmelee for 405 Hemlock Street. The variance is for the reduction in the side setback from 8 feet to 2 feet for the construction of a carport. The property is also known as Lot 11 of Tower Heights Subdivision. The request is filed by Richard Parmelee. The owners of record are Richard J. Parmelee and Marjorie A. Parmelee. Motion **PASSED 5-0**.

**H**

**PULLED** - Public hearing and consideration of a variance request filed by Clyde Bright for 402 Degroff Street. The variance is for the reduction in the front setback along Degroff Street from 20 feet to 8 feet for the conversion of a single-family home to a duplex. The property is also known as Lot 2 of the Amended Portion of Block 19, Sitka Townsite. The request is filed by Clyde Bright. The owners of record are Clyde and Valerie L. Bright.

**I**

Public hearing and consideration of a variance request filed by Jennifer Alley for 208 Kogwanton Street. The platting variance is for the creation of an undersized lot, at 6467 square feet. The property is also known as Lots 2 and 3, Block 2, US Survey 2542 A&B, Sitka Indian Village, and Lot 56, Block 2, as shown on the supplemental plat of Sitka Indian Village. The request is filed by Jennifer Alley. The owner of record is Jennifer Alley.

Pierson described the request. The applicant is moving forward with the recommendation of commissioners and staff to replat the property. The variance is required due to substandard lot size.

Parker Song/Hughey moved to **APPROVE** the required findings for major structures or expansions as discussed in the staff report.

**Required Findings for Variances.****1. Required Findings for Variances Involving Major Structures or Expansions.**

Before any variance is granted, it shall be shown:

- a) That there are special circumstances to the intended use that do not apply generally to the other properties, specifically, the preexistence of three small lots;
- b) The variance is necessary for the preservation and enjoyment of a substantial property right of use possessed by other properties but are denied to this parcel, specifically, the ability to build a single family home on a residential lot would be compromised and numerous and extensive variances would otherwise be required;
- c) That the granting of such a variance will not be materially detrimental to the public welfare or injurious to the property, nearby parcels, or public infrastructure, specifically, by providing an avenue for a lower density use of the property; and
- d) That the granting of such a variance will not adversely affect the Comprehensive Plan: Here, it conforms to Section 2.4.19 which states, "To consistently follow and enforce land use policies, codes, regulations, and decisions..." by moving a lot toward conformance with development standards.

Motion **PASSED 5-0**.

Parker Song/Pohlman moved to **APPROVE** the variance request filed by

Jennifer Alley for 208 Kogwanton Street. The platting variance is for the creation of an undersized lot, at 6467 square feet. The property is also known as Lots 2 and 3, Block 2, US Survey 2542 S&B, Sitka Indian Village, and Lot 56, Block 2, as shown on the supplemental plat of Sitka Indian Village. The request is filed by Jennifer Alley. The owner of record is Jennifer Alley. Motion PASSED 5-0.

**J**

Public hearing and consideration of a replat request filed by Jennifer Alley for 208 Kogwanton Street. The replat would merge three lots into one lot. The property is also known as Lots 2 and 3, Block 2, US Survey 2542 A&B, Sitka Indian Village, and Lot 56, Block 2, as shown on the supplemental plat of Sitka Indian Village. The request is filed by Jennifer Alley. The owner of record is Jennifer Alley.

Pierson described the request. The applicant seeks to combine three small legal lots into a single lot.

Parker Song/ Hughey moved to APPROVE and adopt the findings as discussed in the staff report.

- 1) That the proposed replat complies with the Comprehensive Plan and Sitka General Code Titles 21 and 22 by moving the property toward code conformance; and
- 2) That the replat would not be injurious to public health, safety, and welfare.

Motion PASSED 5-0.

Parker Song/Windsor moved to APPROVE the replat request filed by Jennifer Alley for 208 Kogwanton Street. The replat would merge three lots into one lot. The property is also known as Lots 2 and 3, Block 2, US Survey 2542 S&B, Sitka Indian Village, and Lot 56, Block 2, as shown on the supplemental plat of Sitka Indian Village. The request is filed by Jennifer Alley. The owner of record is Jennifer Alley. Motion PASSED 5-0.

**K**

Public hearing and consideration of a variance request filed by Jay Clifton for 3802 Halibut Point Road. The variance is for the reduction in the easterly rear setback from 10 feet to 9.25 feet and the reduction of the northerly rear setback from 10 feet to 8 feet for the construction of a storage and workshop building. The property is also known as Lot 5 Bahrt Subdivision. The request is filed by Jay Clifton. The owner of record is Sherry Clifton.

Pierson described the request. The variance is minimal and could be addressed by an administrative variance if the property was zoned residential.

Jay Clifton explained that he didn't want to encroach on his neighbor's property if he parks a boat on the external side of the building. Clifton stated that he wants to be a good neighbor. Clifton stated that he would use the building to store his fishing gear.

John Bahrt identified himself as the owner of 3804 HPR. Bahrt stated that there have been drainage problems in the vicinity for years. Bahrt stated that his property is lowest in the neighborhood, and that he is concerned for drainage. Bahrt stated that Clifton stated that he has a drainage plan. Bahrt has concerns for the property line adjacent to his property, as there is no retaining wall. Bahrt stated that metal buildings can be noisy.

Clifton stated that he shares Bahrt's concerns for drainage, and he has consulted with engineering. Clifton stated that he plans to build a retaining wall.

Spivey stated that the applicant is meeting neighbor concerns.

Parker Song/Hughey moved to APPROVE and adopt the required findings for major structures or expansions as discussed in the staff report.

**Required Findings for Variances.**

**1. Required Findings for Variances Involving Major Structures or Expansions.**  
Before any variance is granted, it shall be shown:

- a) That there are special circumstances to the intended use that do not apply generally to the other properties, specifically, the two rear setbacks;
- b) The variance is necessary for the preservation and enjoyment of a substantial property right of use possessed by other properties but are denied to this parcel, specifically, the ability to adequately protect tools from rain;
- c) That the granting of such a variance will not be materially detrimental to the public welfare or injurious to the property, nearby parcels, or public infrastructure, specifically, the variance is minimal; and
- d) That the granting of such a variance will not adversely affect the Comprehensive Plan: specifically, it is in line with Comprehensive Plan 2.4.1, which states, "To guide the orderly and efficient use of private and public land in a manner that maintains a small-town atmosphere, encourages a rural lifestyle, recognizes the natural environment, and enhances the quality of life for present and future generations without infringing on the rights of private landowners," specifically by allowing an outside storage structure on a lot that is constrained by dual front setbacks, while not infringing upon the light and air space of neighboring property owners.

**Motion PASSED 5-0.**

Parker Song/Pohlman moved to APPROVE the variance request filed by Jay Clifton for 3802 Halibut Point Road. The variance is for the reduction in the easterly rear setback from 10 feet to 9.25 feet and the reduction of the northerly rear setback from 10 feet to 8 feet for the construction of a storage and workshop building. The property is also known as Lot 5 Bahrt Subdivision. The request is filed by Jay Clifton. The owner of record is Sherry Clifton. Motion PASSED 5-0.

**L**

Public hearing and consideration of a conditional use permit request filed by Christopher Wilbur and Lisa Herwald for a short-term rental at 119 Anna Drive. The property is also known as Lot 1 Sunnyside Estates. The request is filed by Christopher Wilbur and Lisa Herwald. The owners of record are Christopher J. Wilbur and Lisa A. Herwald.

Scarcelli described the request. The applicants are in excess of the parking requirements. Staff recommend approval.

Lily Herwald stated that she seeks to have flexibility to house family throughout the year. Herwald stated that she checked with neighbors and didn't receive negative comment. Herwald stated that the unit is attached to her home, so she doesn't see it changing the feel of the neighborhood.

Pohlman/Parker Song moved to APPROVE and adopt the required findings for conditional use permit as discussed in the staff report.

**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.

**Motion PASSED 5-0.**

Parker Song/Hughey moved to **APPROVE** the conditional use permit request filed by Christopher Wilbur and Lisa Herwald for a short-term rental at 119 Anna Drive, subject to the conditions of approval. The property is also known as Lot 1 Sunnyside Estates. The request is filed by Christopher Wilbur and Lisa Herwald. The owners of record are Christopher J. Wilbur and Lisa A. Herwald. **Motion PASSED 5-0.**

**Conditions of Approval:**

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 all applicable tax laws, including but not limited to remittance of all sales and bed tax, shall be grounds for revocation of the conditional use permit.
7. Failure to comply with any of the above conditions may result in revocation of the conditional use permit.
8. The property owner shall register for a sales account prior to the Conditional Use Permit becoming valid.

**N**

Public hearing and consideration of a conditional use permit request filed by Chuck McNamee for a short-term rental at 101 Austin Street. The property is also known as Lot 1 Trinity Estates. The request is filed by Chuck McNamee. The owners of record are Brenda and Chance Allen.

Scarcelli explained the request. This proposal seeks to operate primarily during the summer. Staff recommends approval.

James Baumann identified himself as the applicant's representative, and stated that the applicant plans to only rent the unit during the summer.

Windsor/Pohlman moved to **APPROVE** and adopt the required findings for conditional use permits as discussed in the staff report.

**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.

Motion PASSED 5-0.

Windsor/Hughey moved to APPROVE the conditional use permit request filed by Chuck McNamee for a short-term rental at 101 Austin Street, subject to

conditions of approval. The property is also known as Lot 1 Trinity Estates. The request is filed by Chuck McNamee. The owners of record are Brenda and Chance Allen. Motion PASSED 5-0.

**Conditions of Approval:**

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 all applicable tax laws, including but not limited to remittance of all sales and bed tax, shall be grounds for revocation of the conditional use permit.
7. Failure to comply with any of the above conditions may result in revocation of the conditional use permit.
8. The property owner shall register for a sales account prior to the Conditional Use Permit becoming valid.

**O** Public hearing and consideration of a variance request filed by Jamie Steinson for 224 Marine Street. The variance is for an increase in lot coverage to 40% for the construction of a patio. The property is also known as Lot 1 Golden Subdivision. The request is filed by Jamie Steinson. The owners of record are Gary and Phyllis Mulligan.

**Spivey/Hughey moved to POSTPONE consideration of Steinson's request to the next meeting or until the applicant can be present. Motion PASSED 5-0.**

**P** PULLED - Public hearing and consideration of a zoning map amendment filed by Lynne Brandon for 601-800 Alice Loop. The properties are also known as Lots 1-5, and 10 of Alice and Charcoal Island and Alice Island Planned Unit Development Phase 1, and Lots 1-16 of Ethel Staton Subdivision.

**Q** Annual review of a conditional use permit granted to Baranof Island Housing Authority for a support facility at 491 Indian River Road. The property is also known as Lot 5 of Sheldon Jackson College Subdivision, US Survey 407-B. The owner of record is Baranof Island Housing Authority.

**Pierson described the history of the conditional use permit.**

**Cliff Richter spoke on behalf of BIHA, and said that they have used the permit as granted.**

**Windsor/Parker Song moved to APPROVE the annual review conditional use permit granted to Baranof Island Housing Authority for a support facility at 491 Indian River Road. The property is also known as Lot 5 of Sheldon Jackson**

**College Subdivision, US Survey 407 B. The owner of record is Baranof Island Housing Authority. Motion PASSED 5-0.**

**R**

Annual review of a conditional use permit granted to 115 Harvest Way, LLC for a metal welding and fabricating business at 115 Harvest Way Unit 3. The property is also known as Lot 1, Harvest Way Subdivision. The owner of record is 115 Harvest Way, LLC.

**Pierson described the history of the conditional use permit.**

**Brian Schauwecker came forward to represent the conditional use permit. Windsor asked about fume exhaust. Schauwecker stated that exhaust went out the front. Schauwecker asked to begin summer hours in March. Bosak directed Schauwecker to submit a minor amendment to the planning office.**

**Parker Song/Hughey moved to APPROVE the annual review for the conditional use permit granted to 115 Harvest Way, LLC for a metal welding and fabricating business at 115 Harvest Way Unit 3. The property is also known as Lot 1, Harvest Way Subdivision. The owner of record is 115 Harvest Way, LLC. Motion PASSED 5-0.**

**S**

Annual review of a conditional use permit granted to Delta Western for a bulk fuel facility at 5309 Halibut Point Road. The property is also known as a 1.92 acre portion of Lot 5, US Survey 3670, as shown on the property lease plat recorded as Plat 84-7. The owner of record is Samson Tug & Barge.

**Pierson described the history of the conditional use permit, and clarified that the permit is for a bulk fuel facility.**

**Kirk Payne came forward to represent Delta Western. Bosak stated that the conditional use permit process involved rigorous comment.**

**Windsor/Hughey moved to APPROVE the annual review of the conditional use permit granted to Delta Western for a bulk fuel facility at 5309 Halibut Point Road. The property is also known as a 1.92 acre portion of Lot 5, US Survey 3670, as shown on the property lease plat recorded as Plat 84 7. The owner of record is Samson Tug & Barge. Motion PASSED 5-0.**

**M**

Public hearing and consideration of a concept plan for a planned unit development at 1306 Halibut Point Road, submitted by Sitka Community Land Trust. The property is also known as Lot 1A of Little Critter Subdivision. The request is filed by Sitka Community Land Trust. The owner of record is the Sitka Community Development Corporation.

**Hughey recused himself to speak as the applicant.**

**Scarcelli described the history of the property and the details of the request. The proposal not only includes homes, but trails and a terrace garden. Scarcelli suggested that the applicant consult with Alaska DOT in regard to driveway permits. The proposal offers an excess of parking. Staff recommends approval of the concept plan.**

**Randy Hughey represented Sitka Community Land Trust. Hughey stated that the vet clinic uses some of this lot for parking, and the SCLT will work with the clinic. Bosak stated that parking is contained to the lot. Hughey stated that he sent a packet to DOT and had 3 conversations with DOT workers. Hughey**

stated that he and DOT had discussed the possibility of decreasing the speed limit. Hughey stated that SCLT is aware of the DEC report, and they will dig as little as possible. Hughey stated that SCLT is intentionally creating community, and will select applicants accordingly. Spivey asked about the design. Hughey stated that people like single family houses, and SCLT wants to maintain green space. Spivey asked why not do higher density, as with condo units. Hughey stated that the board believes this is what Sitkans want. Parker Song stated that she believes Sitka needs both small homes and condos. Windsor stated that the SCLT conducted a survey of renters who wish to buy, and this data informed the makeup of the planned units. This property will operate as a land trust, wherein the purchaser only buys the building.

Windsor/Parker Song moved to APPROVE the concept plan for a planned unit development at 1306 Halibut Point Road, submitted by Sitka Community Land Trust. The property is also known as Lot 1A of Little Critter Subdivision. The request is filed by Sitka Community Land Trust. The owner of record is the Sitka Community Development Corporation. Motion PASSED 3-1. Spivey voted against.

#### **V. PLANNING DIRECTOR'S REPORT**

Bosak stated that the May 3 meeting will be at the Senior Center. Parker Song stated that she will be out of town for the May 3 meeting. Bosak stated that the first chapters of the land use plan will be included in the May 3 packet.

#### **VI. PUBLIC BUSINESS FROM THE FLOOR**

#### **VII. ADJOURNMENT**

Windsor/Parker Song moved to ADJOURN at 10 PM. Motion PASSED 5-0.

ATTEST: \_\_\_\_\_  
Samantha Pierson, Planner I

# SITKA COMPREHENSIVE PLAN



MAY 3, 2016  
7-9 PM  
SWAN LAKE SENIOR CENTER

The May 3rd meeting will focus on current land use and inventory.

We will look at the results of a recent land use inventory and discuss patterns that we see in the inventory. The meeting will also include opportunities for active participation by community members through photovoice and a visioning exercise.

Input and discussion heard at this meeting will be incorporated in the current use and inventory chapter of the Land Use Plan.



# CITY AND BOROUGH OF SITKA

## Legislation Details

---

**File #:** MISC 16-01.4   **Version:** 1   **Name:**  
**Type:** P&Z Miscellaneous   **Status:** AGENDA READY  
**File created:** 4/7/2016   **In control:** Planning Commission  
**On agenda:** 5/3/2016   **Final action:**  
**Title:** Public hearing and consideration of the overview and historic land use chapters of the Land Use Plan.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Overview- Land Use Plan 4.28.16](#)  
[Outline Past Land Use MJS](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------



## Overview

Charged by the City and Borough of Sitka (CBS) Assembly, the CBS Planning Commission and the Planning and Community Development Department embarked on a dual Comprehensive Plan and Land Use Plan update process in 2016. The Land Use Plan will inform the development of the Comprehensive Plan, and both plans will guide community decision-making for decades to come.

Alaska Statute 29.40.030 requires that municipal governments develop and adopt Comprehensive Plans. The Land Use Plan is a required component of these Comprehensive Plans. While this Land Use Plan will be a beneficial separate document, it should be utilized in tandem with the Comprehensive Plan to provide holistic understanding of the community's plans for future development.

This plan is Sitka's inaugural stand-alone land use document. While Sitka's historical comprehensive plans date back to 1976, significant development has occurred without clear land use guidelines. This plan will provide a clear vision for Sitka's future development, and will provide specific, comprehensive direction for present and future municipal policymakers and staff.

The content of the Land Use Plan developed from eight months of public meetings, during which the sole foci were various aspects of local land use. Municipal staff gathered this public input into chapters, and the Planning Commission provided feedback and approved the chapters. The complete document will be submitted to the CBS Assembly for adoption.



The Land Use Plan begins by outlining historical land use in Sitka, then describes current land use patterns. Some current land uses conflict with current zoning standards. This plan offers the findings of a land use inventory, and provides possible solutions for reconciling present inconsistencies.

The Plan progresses to address the acquisition, retention, and disposal of municipal land. The municipal government frequently has the opportunity to gain lands through state requests, purchases, and land swaps. Individuals and organizations often seek to purchase parcels of municipally-owned lands and tidelands. This section provides guidance for making proper decisions when such scenarios arise.

Then, the plan addresses future development and land uses. For which land uses do we envision an increase in demand over the coming decades? Where should future residential, commercial, and industrial uses be located? This chapter addresses such questions.

Finally, the Plan outlines recommendations agreed upon by Planning Commissioners and community members in attendance at the public meetings. What land use problems do we face now, and how do we rectify those issues? Are there components of municipal code and policies that should be updated? In light of issues and contradictions discussed in previous chapters, this chapter provides solutions and action steps.

Sitka has many opportunities for future development. Paths forward should be carefully considered and weighed against the findings of this plan. The future is bright for this community. Together, we can build our collective dreams into reality.



## Historical Land Use and Development of Sitka

Shee Atika was first settled by the Tlingit people approximately 10,000 years ago. Shee Atika can be translated to mean “people of the village on the outside of Shee” or “people of the forest trees outside of Shee.” Sitka is derived from this original name.

The Tlingits are an indigenous people of the Pacific Northwest Coast of North America. Their language, Lingit, means “people of the tides.” The Tlingits are a matrilineal society that incorporates moieties of the Raven and Eagle. Clans were based upon a dynamic hunter-gatherer culture. Their society places a strong emphasis on family, kinship, art, spirituality, stewardship of the land and each other, and a rich oral tradition. The original settlements and cultural impacts are major influences in development and land use of Sitka today and for the future.

The Vitus Bering expedition lead the Russians to occupy Shee Atika in 1741. Shee Atika was renamed Redoubt Saint Michael in 1799. Alexander Baranof (Baranov), manager of the Russian-American Company, built trading posts and forts. In 1802, in a stand against Russian control, the Tlingits defended their people and village by burning down the Russian fort and attacking the warehouse. The Russians returned with a large force to retaliate for these actions in 1804 during the Battle of Sitka. During this battle, the Tlingits made another large stand against Russian Occupation.

The Russians were able to emerge in control and reestablished New Archangel as the permanent settlement named after Arkhangelsk, a large city where Alexander Baranof was born. The Tlingit reestablished their village at the Chatham Strait side of Peril Strait.

The first American Pacific Coast boatyard, sawmill, flour mill, and brass and bronze foundries were pioneered in Sitka.

In 1808, Sitka, with Baranov as its Governor was declared the Capital of Russian America. Sitka became a major trading port on the North Pacific Coast. Some called it the Paris of the Pacific. Furs were exported to European and Asian markets. Salmon, ice, and timber were exported to western lands such as Hawaii, California, and Mexico.

The Russian Bishop Innocent would come to Sitka in 1840, His home, the Bishop's House, is still an important historical landmark that has been restored and protected by the Sitka National Historical Park and the National Park Service. Also during 1840, the first Pacific Coast Lutheran Church was built in Sitka. In 1848, the Cathedral of Saint Michael became the seat of the Bishop of Kamchatka, the Kurile and Aleutian Islands, and Alaska for the Russian Orthodox Church. The Original Church would burn down in 1966, but would be restored to nearly its original appearance. Saint Peter's by the Sea Episcopal Church was consecrated in 1900 as the Cathedral of Alaska. The development of other protestant churches would occur after the United States purchased Alaska from Russia in 1867. A notable religious influence began by Sheldon Jackson, Presbyterian missionary. Jackson started a school, and in 1878 one of the original canneries.

The Alaska Purchase and ceremonial transfer of power occurred on October 18, 1867 after Russia lost the Crimean War and was concerned about Britain taking control. U.S. Secretary of State, William Seward, pursued the purchase as part of the Manifest Destiny to have the United States reach the Pacific Ocean. The purchase price was \$7.2 million. In 1949, Alaska Day was inaugurated to celebrate this event.

The early 1900s were an important and active time for Sitka. Sitka would remain the capital of the territory until 1906 when it was moved to Juneau. During the early 1900s, gold and mines led to growth. In 1912, the Alaska Native Brotherhood was founded in Sitka. Sitka was incorporated as a city in 1913, and in 1914, the ANB Hall was built on Katlian Avenue.

World War II led to additional growth and development as the U.S. Navy built an air base and bunker systems on and around Japonski Island. This brought in 30,000 military personnel and 7,000 civilians. Mt. Edgecumbe High School would later utilize these war buildings and convert them to use for their boarding school for Alaska Natives. The U.S. Coast Guard would also utilize portions of the air station and other buildings for its facilities.

In 1920 Sitka was incorporated as a first-class city. Also around this time, a strong Filipino Community was established in the early 1920s.

In 1956, the Alaska Pulp Company, a Japanese corporation, executed a contract with the U.S. Forest Service to harvest 5.3 million board feet of lumber. This began one of the most modern pulp mills of its time and led to a major local employment boost that affected the economy, housing, and environment of Sitka.

The Greater Sitka Borough was incorporated on September 24, 1963. Unification of the City and Borough occurred through the Home Rule Charter of City and Borough of Sitka that was adopted on December 2, 1971. The John O'Connell Bridge, the first cable-stayed vehicular bridge in the United States was also completed in 1971 to connect Baranof and Japonski Islands.

## Other Important Factors and Influences

- Major Influential Factors, Land Use Maps, and Planning Documents
  - Pre-1970s
    - City townsite held most of the residential and commercial development with exception of ALP mill at Sawmill Cove
    - Sawmill Creek and Halibut Point Road were not fully developed and residential use was limited in those areas
  - 1970s
    - Sitka Indian Village Redevelopment Plan (1970)
    - O'Connell Bridge completed in 1971.
    - Primary 1970 Map Allowed for Mix of Residential, Commercial, and Industrial Growth within most zones
    - Secondary influence was strong community resistance to rezoning and desire for predictability
    - 1976 Comprehensive Plan Land Use Map
    - Consistent residential expansion from City Center
    - Mixture of Growth on Japonski Island and decrease of activity on military properties on Alice & Charcoal Island
    - Residential Complexes on Biorka and Goddard Hot Springs were gone
  - 1980s
    - Residential growth along Sawmill Creek Road and Halibut Point Road Continued
    - Stick built mixed with trailers along waterfront
    - Increase in permanent homes on Islands
    - Post Bridge Construction led to further Utilization and Development of Japonski Island.

- 1990s
  - Closure of Alaska Pulp Company Mill (1993)
  - Various Community Comprehensive Plan Processes
  - CBS Land Management Program
  - 1999 Comprehensive Plan with Goals, Policies, and Land Map Recommendations
- 2000s
  - Sawmill Cove Master Plan Document (2000)
  - Long-term Waste Management Strategies (2001)
  - Swan Lake Watershed and Storm Water Plans (2000&2002)
  - Sawmill Cove Industrial Park Waterfront Development Plan (2002)
  - Sitka Non-Motorized Transportation Plan (2002)
  - GIS Strategic Plan for CBS (2002)
  - Indian River Corridor and Watershed Final Master Plan (2003)
  - Japonski Island Infrastructure Master Plan (2003)
  - Sitka Trail Plan (2003)
  - Granite Creek Master Plan (2004)
  - Sitka Airport Terminal Master Plan (2005)
  - Sitka District Coastal Management Plan (2006-2007)
  - 2007 Revision to Comprehensive Plan with Recommended Land Use Map
  - Sheldon Jackson College Cease operation as College (2007)
  - Sitka Visitor Industry Plan (2007)
  - Sitka Housing Report (2007)
- 2010s
  - Zoning Map of Current Road System (2013)
  - August 18, 2015 Kramer and other landslides
  - Financial Impacts related to decline of price of oil



# CITY AND BOROUGH OF SITKA

## Legislation Details

---

**File #:** MISC 16-01.5   **Version:** 1   **Name:**

**Type:** P&Z Miscellaneous   **Status:** AGENDA READY

**File created:** 4/7/2016   **In control:** Planning Commission

**On agenda:** 5/3/2016   **Final action:**

**Title:** Public hearing and discussion of the Land Use Plan and Comprehensive Plan. The discussion will focus on current inventory and use. This item will include a planning process overview, an opportunity for public remarks, a facilitation exercise, and photovoice participation.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Land Use Inventory](#)  
[Map1](#)  
[Map2](#)  
[Map3](#)  
[Inventory pages](#)  
[Commercial use inventory pages](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------



# LAND USE INVENTORY



© Patrick J. Endres/AlaskaPhotoGraphics.com



PLANNING AND COMMUNITY  
DEVELOPMENT DEPARTMENT

April 2016



## OUR GOAL



### *Observe the use of every parcel along the road system.*

The City and Borough of Sitka Planning and Community Development Department intends to conduct a full inventory of land use in order to understand the status of existing land uses in the community.

Planning for future land use requires a solid foundation of knowledge about the present land use. This inventory can be used as a basis for future planning or a gauge of progress of established goals as well as a baseline for future analysis.

Here we establish the existing conditions before defining a future vision.

This analysis is parcel-by-parcel, throughout the developed road system, meaning that each piece of individual parcel in the municipality is evaluated in regard to its current land use. Ultimately this will allow us to gain a general perspective of how land is being used in different areas of the community and see some broad trends.

Categories were created based on the needs of Sitka, so that the resulting inventory would make sense and have relevance for this community. The analysis section of each category discusses some of the broad trends seen in the inventory and general quantitative values.

The Land Use Inventory is being created as part of the Land Use Plan and Comprehensive Plan 2030.

The Planning Commission requested Staff complete an accurate land use inventory to assist in creating future growth strategies and policy.



RESIDENTIAL



COMMERCIAL



INDUSTRIAL



RECREATION  
OPEN SPACE



PUBLIC

# METHODS

Land Use Inventory data was obtained using a survey of the community in March and April of 2016. City Planning staff visually evaluated every parcel of property along the developed road system.

Existing files, permits and records were reviewed and/or consulted in the evaluation of analysis process, specifically in designating usage of commercial and residential zones. GIS, assessing property records and utility billing were all utilized to obtain the most accurate information possible.

Accuracy is limited by records received. There was a noted concern of the amount of multi-family dwelling units functioning under one utility account.

The categories of usage were defined as residential, commercial, industrial, recreation/open space and public. Undeveloped parcels were identified as open space.

It's clear that the distinction between developed and undeveloped land is important. 96.6% of Sitka is undeveloped land, while only 3.4% is developed. This highlights the fact that the community's growth has only encompassed a tiny portion of the actual city and borough, meaning a land use analysis is most accurate by excluding the undeveloped areas from consideration.

Data was collected by categories and the land area was aggregated for each category to give the tables shown in the following results section. Land uses are only applied to tidelands and developed land areas along the road system.

" Only 3% of privately owned land is vacant."

---

-Wendy Lawrence, CBS Assessor



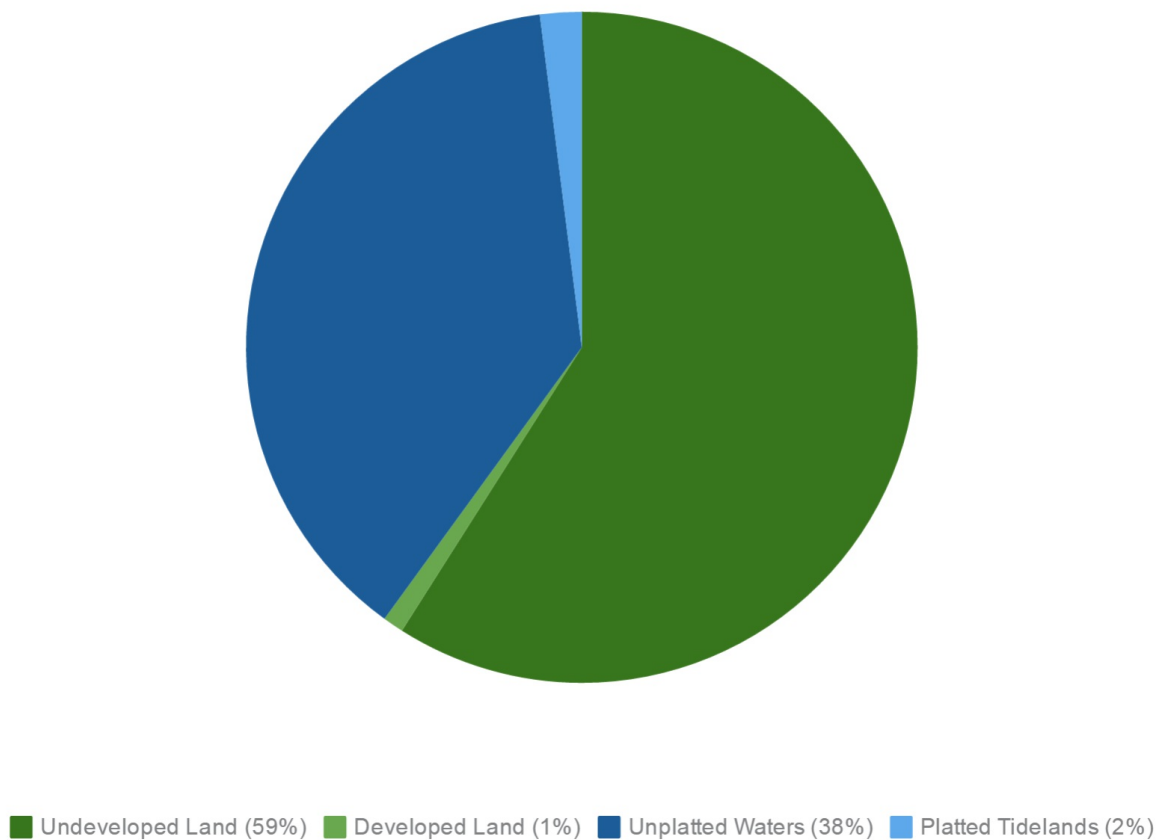
# SUMMARY OF CBS LAND AND WATER AREAS

**TABLE 1:**

Total City and Borough: 3,079,296 Acres (100%)			
Water: 1,242,304 Acres (40%)		Land: 1,836,992 Acres (60%)	
<u>Unplatted Waters</u> 1,242,009 Acres (97.6%) Unplatted water areas not suitable for development	<u>Platted Tidelands</u> 295 Acres (2.4%) Platted water areas near shoreline intended for development or subsistence use	<u>Developed</u> 13,849.6 Acres (1%) Platted land along the road system or islands	<u>Undeveloped</u> 1,823,142.4 Acres (99%) Large tracts of unplatted, undeveloped land

**FIGURE 1:**

CBS Land and Water Areas

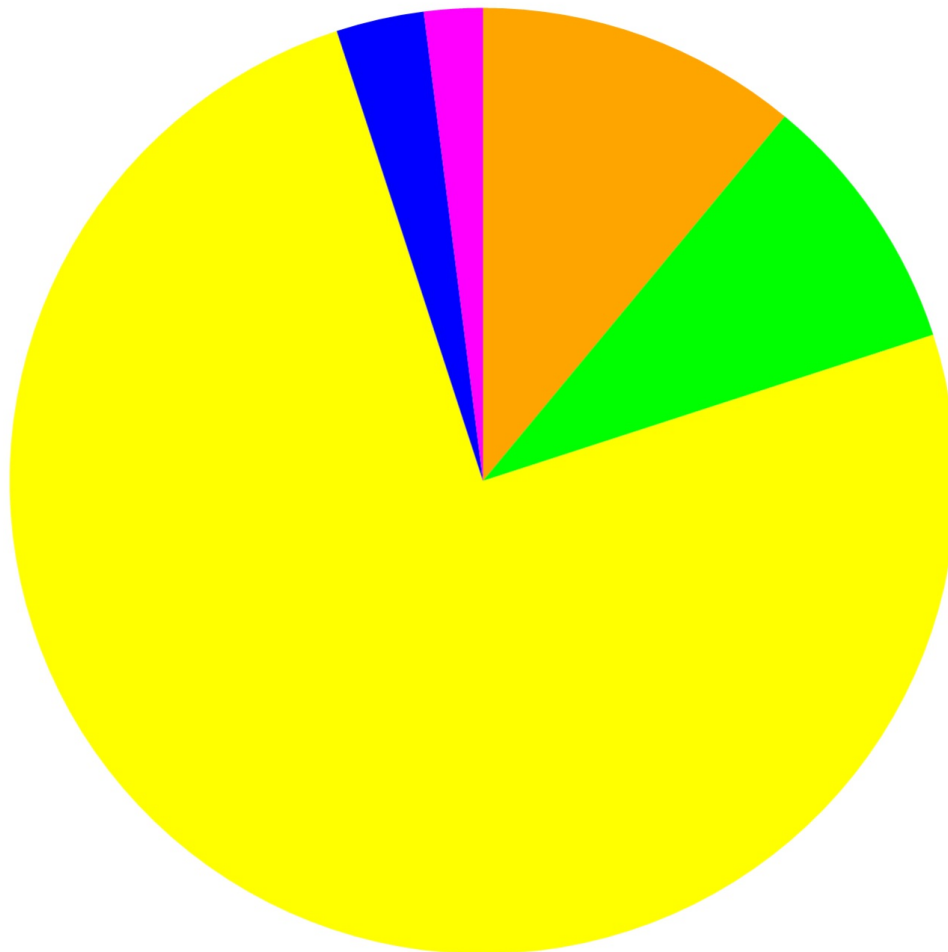




# TABLE 2: LAND USE CATEGORIES

General Land Use	Land Use	Description
<b>Residential</b>	Single Family Dwelling Unit	Contains one individual detached residential dwelling unit
	Multi-Family Dwelling Unit	Contains two or more dwellings units
	Manufactured/Mobile Unit	Dwelling unit on chassis
<b>Commercial</b>	Light Commercial	Contains one or more commercial uses, including retail, customer services, professional services, offices, churches, hotels and other similar uses
	Heavy Commercial	Contains more intensive commercial use than light commercial, including storage space for commercial uses
<b>Industrial</b>	Industrial Manufacturing and Processing	Contains industrial uses primarily for the production or processing of materials, including factories, processing plants, heavy machinery repair, welding shops, and other similar uses
	Industrial Storage	Contains industrial uses primarily for storage of materials and equipment, including warehouses and container yards
	Marine Transportation	Contains activities directly related to marine transportation including docks, unloading areas, and marine vessel service areas
<b>Recreation/Open Space</b>	Parks, Greenspace, Vacant Land	Contains parcels in developed areas that do not have structures or contains green space primarily used for recreation, subsistence, or preservation
<b>Public</b>	Public Infrastructure, Buildings or vacant land	Contains services provided by government: City Hall, Boat Harbors, Library, Harrigan Centennial Hall

*FIGURE 2: LAND USE CATEGORIES BY PARCEL*



Commercial (11%) Recreation/ Open Space (9%) Residential (75%) Industrial (3%) Public (2%)

## PUBLIC

The public facilities category is primarily found in parcels around the Central Business District and downtown Sitka. Schools, courthouse, public safety and governmental services center in the core of the city.

Staff analysis noted heavy development, both commercial and residential, surrounding public uses. An assumption could be made that the public category encourages development around it.

While comprising only 2% of the parcel breakdown, public parcels provide services that attract other development.



### Observations and Analysis

## RECREATION OPEN SPACE



Recreation/Open Space is the most prevalent use throughout the borough, but along the developed road system, only 9% was categorized by parcel.

The low percentage could be due to recreation as a secondary use. Much of the recreational use is an accessory use to a school, i.e. playgrounds or ballfields.

Rather than mixing Recreation/Open Space within other zones, it seems to be primarily focused on undeveloped portion of borough and natural recreational opportunities. This space could be inaccessible to a large portion of Sitkans that don't have access to the undeveloped borough.

Unlike the vacant sites identified in or adjacent to the developed land area, which are more readily developed in the short term, most of the borough is recreational and will never be developed.



# INDUSTRIAL



Most Industrial uses are located "out the road" either in the Smith Street area, out Halibut Point Road, or at the Gary Paxton Industrial Park. Fish processing also creates a centralized industrial section along Katlian Avenue. This use is very spread out throughout the developed road system and the location may be adding to industry costs.

Only 2% of parcels were determined to be industrial, however those parcels are substantially larger than parcels associated with other uses.

Industrial use is typically buffered by surrounding commercial areas. Most industrial areas appear to be a consequence of spot zoning, possibly market dependent as opposed to planned.

Industrial areas are typically incompatible with residential uses, due to noise, odors, traffic, etc. Smith Street, Halibut Point Road and Katlian Avenue all have bordering residential neighborhoods. Expect increasing neighborhood use issues as industrial areas expand.

Future growth of the industrial category should focus on creating an industrial area that is adjacent to necessary infrastructure or similar uses and buffered by commercial uses. There will be an ongoing need for industrial use along the waterfront due to industry.

At 11%, commercial use is Sitka's second largest use, acknowledging again that this is based on parcel count as opposed to acreage.

Staff included churches in the commercial classification based on the high visitor/traffic count.

Inventory processes showed that commercial use continues to focus around the downtown area. The Central Business District acts as district or destination focusing primarily on retail.

Staff analysis included a further breakdown of commercial use into light and heavy categories. Parcel count concludes that light commercial makes up 68% and heavy commercial is 32%.

Light commercial use was noted at most intersections. Planners concluded that light commercial and residential uses seem to be compatible throughout the developed road system. Light retail commercial seemed to be welcomed in neighborhoods and could be expanded.

Heavy commercial use was centralized around the industrial areas and was used somewhat as a buffer. As with industrial use, the incompatibility between residential and heavy commercial was noted. If infill continues, staff suggests looking toward setbacks for additional buffering opportunities.

Through review it was discovered that most residential use has a commercial component. Whether it is fishing material, home businesses, large trucks/heavy equipment, it appears that a large portion of Sitkans carry over their commercial activities to their home residences.

## COMMERCIAL





# RESIDENTIAL

Residential is the most prevalent land use throughout the developed road system at 75% of all parcels.

Staff noted that many commercially zoned parcels are being used for residential purposes.

We also noticed an increase in density as compared to the zoning designation. Neighborhoods we often think of as single family turned out to be predominately duplex or multifamily, i.e. Edgecumbe Drive and Lake Street.

Further analysis broke down the type of dwelling unit. 52% of residential use is single family dwelling units, 36% is multi-family dwelling units and 12% is manufactured/mobile dwelling units. Such divide reminds us of the importance of creating many different types of housing opportunities.



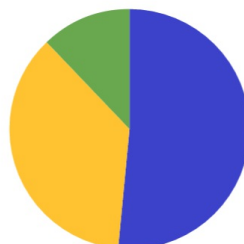
It was apparent that different neighborhoods had different feels, often a selling feature and desired feel for future owners. Existing neighborhoods should retain their character.

Lot sizes were the smallest in the downtown portion of Sitka, increasing out Halibut Point Road and Sawmill Creek Road. The largest parcels with future subdivision potential were located out Sawmill Creek Road from approximately Anna Drive to Whale Park.

Lodges and vacation rentals were also noted intermixed throughout residential use.

## CBS Housing Types in Residential Zones

■ Single Family (52%) ■ Multi-Family (36%) ■ Manufactured/Mobile (12%)



# NEXT STEPS

This study will be repeated every three years by the Planning and Community Development Department and presented to the Planning Commission for their analysis. The purpose is to assess evolution of land use in our community over time. Future land use inventories should focus on the measured change in land use from one study to the next. In the second half of 2016, the Planning and Community Development Department will be continuing in a land use planning process, and this inventory will serve as a starting point to understand the observed existing land use conditions. Furthermore, future land use inventories will use the land use plan as a lens through which the change in land use over time can be viewed. Ideally, existing land uses will begin to mirror priorities and growth patterns identified in the land use plan over time.

## Future Land Development Possibilities:

**Rezoning residential  
based on density use**

**Stop spot zoning**

**Large commercial  
setbacks for buffering**

**Only mixed use residential  
in commercial zones**

**Create light commercial  
opportunities at  
intersections**

**Increase opportunities for  
manufactured/mobile  
dwelling units**

**Spread public use  
throughout developed  
road system**

## Appendix

**1**

Overview of CBS Land

**2**

CBS General Land Use

**3**

CBS General Land Use  
Community Detail

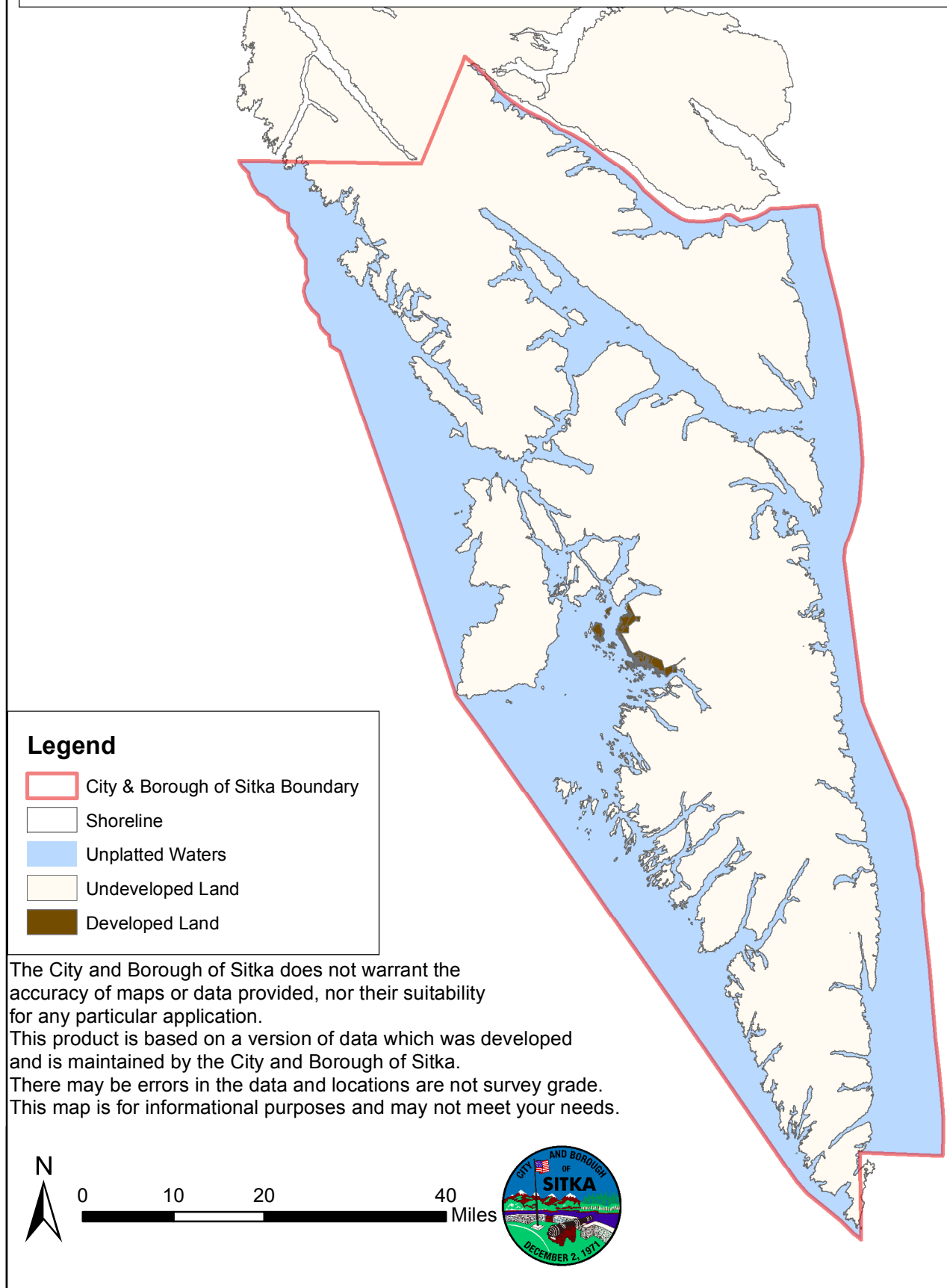
**4**

Inventory Pages

**5**





Inventory Pages  
Commercial

# Map 1: Overview of Sitka Land and Water Areas









## Map 2: Sitka General Land Use

### Legend

-  City & Borough of Sitka Boundary
-  Unplatted Waters
-  Undeveloped Land
-  Shoreline

### Developed Area

#### Land Uses

-  Vacant
-  Commercial
-  Industrial
-  Public Facilities
-  Recreation / Open Space
-  Residential

The City and Borough of Sitka does not warrant the accuracy of maps or data provided, nor their suitability for any particular application.

This product is based on a version of data which was developed and is maintained by the City and Borough of Sitka.

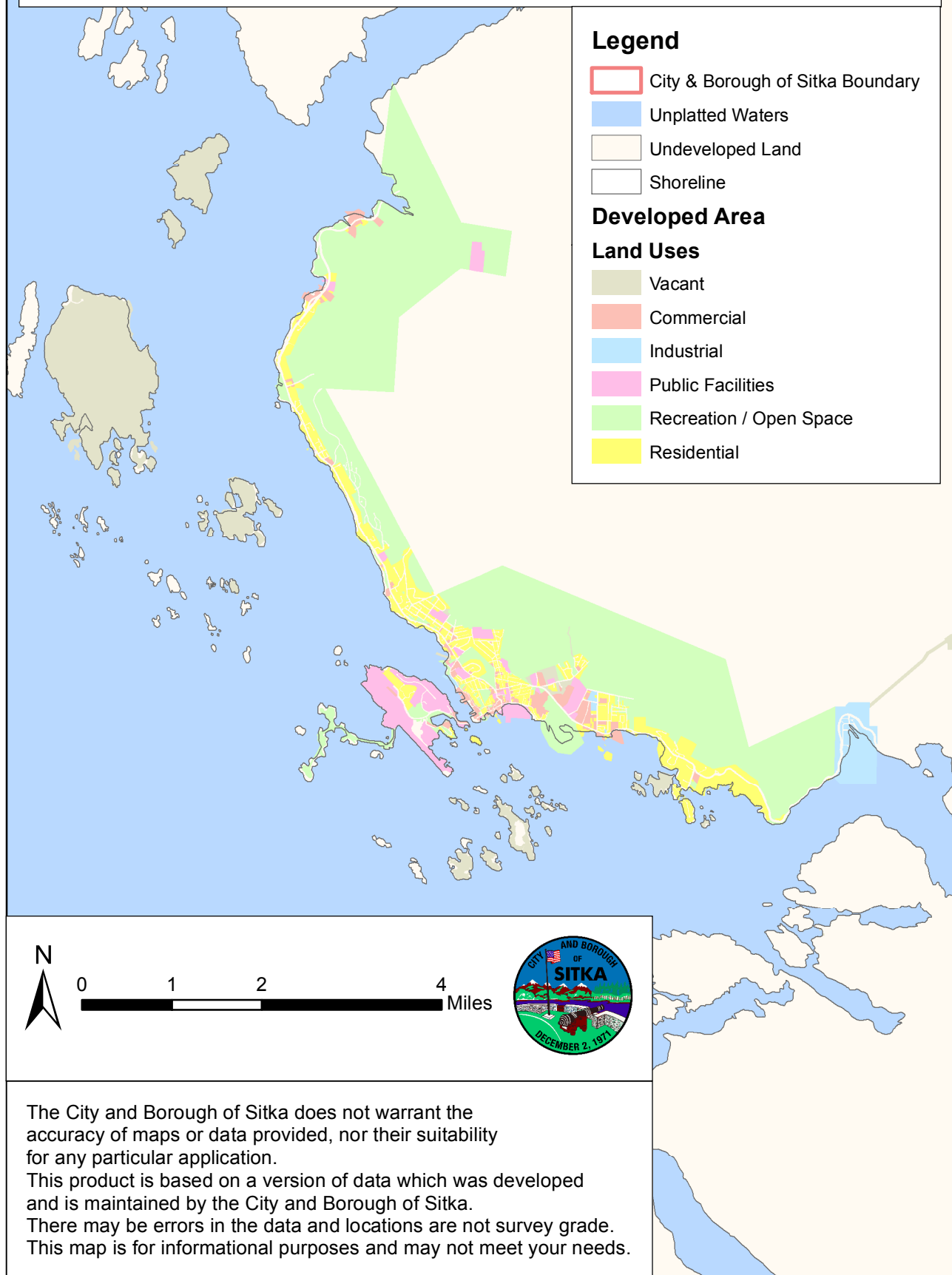
There may be errors in the data and locations are not survey grade. This map is for informational purposes and may not meet your needs.



0 10 20 40 Miles



# Map 3: Sitka General Land Use





Commercial  
 Industrial  
 Recreation/Open Space  
 Residential  
 Public Facilities

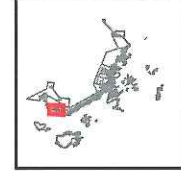
Starrigavan Bay







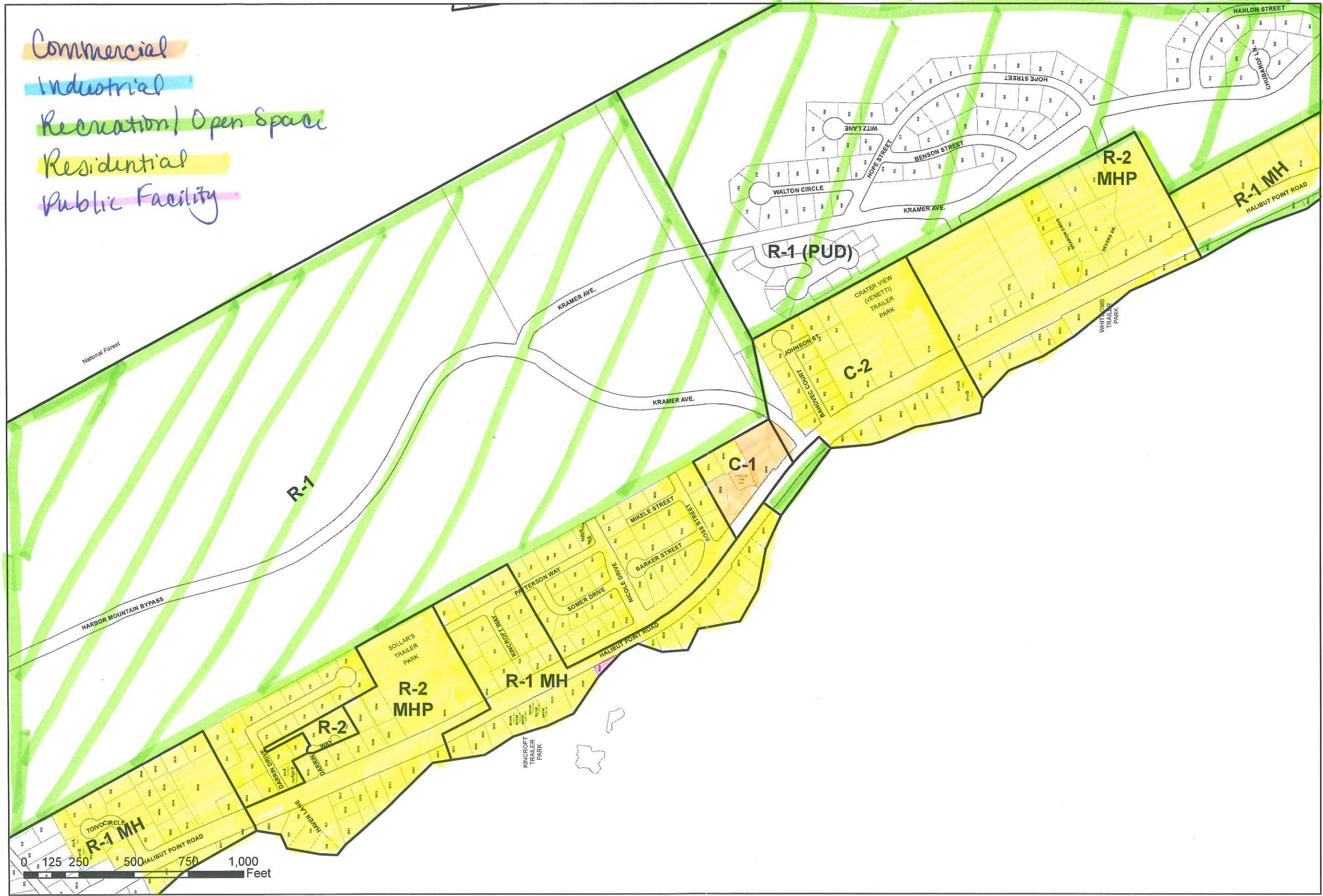
0 125 250 500 750 1,000 Feet



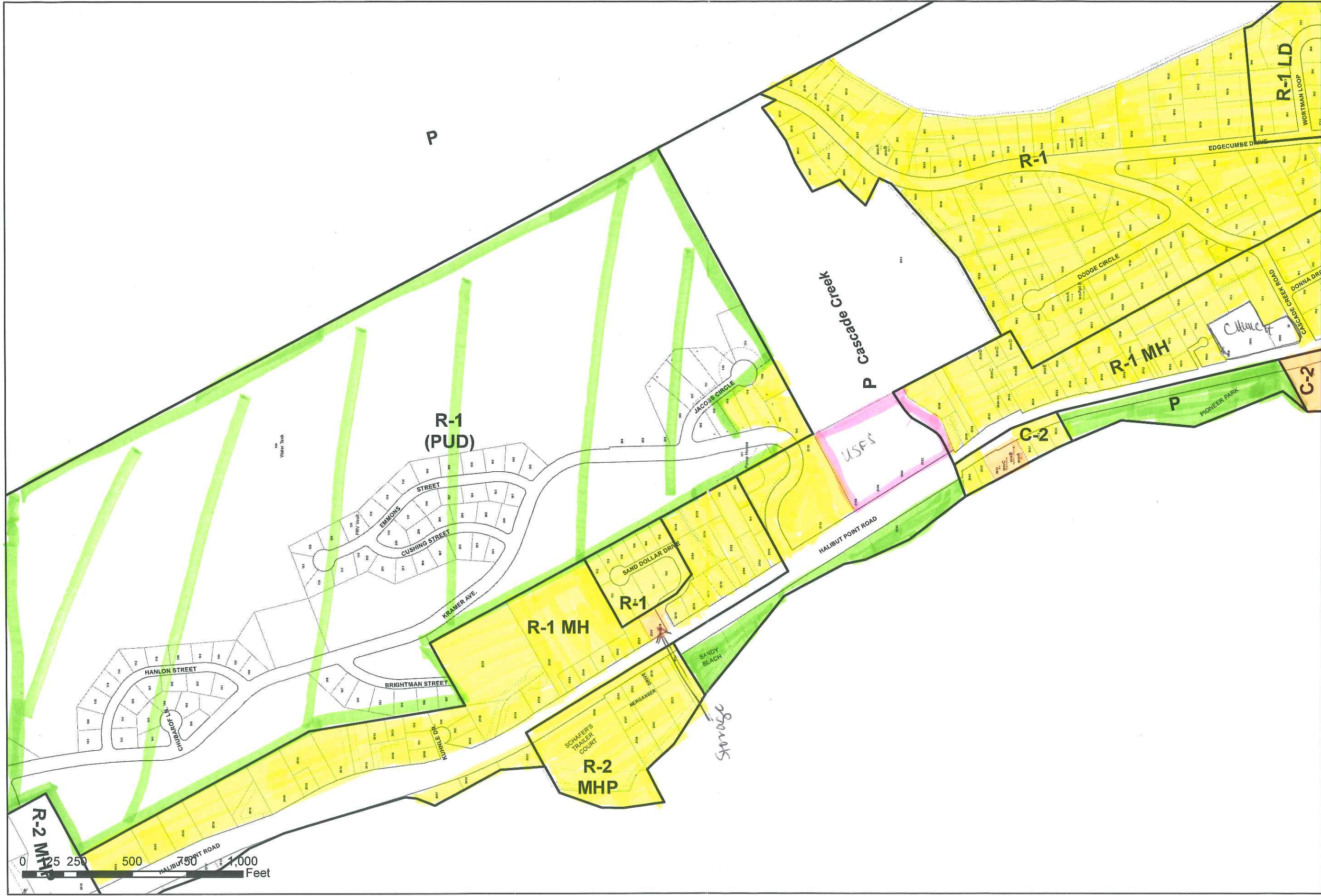




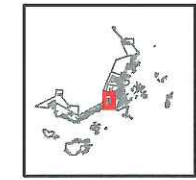
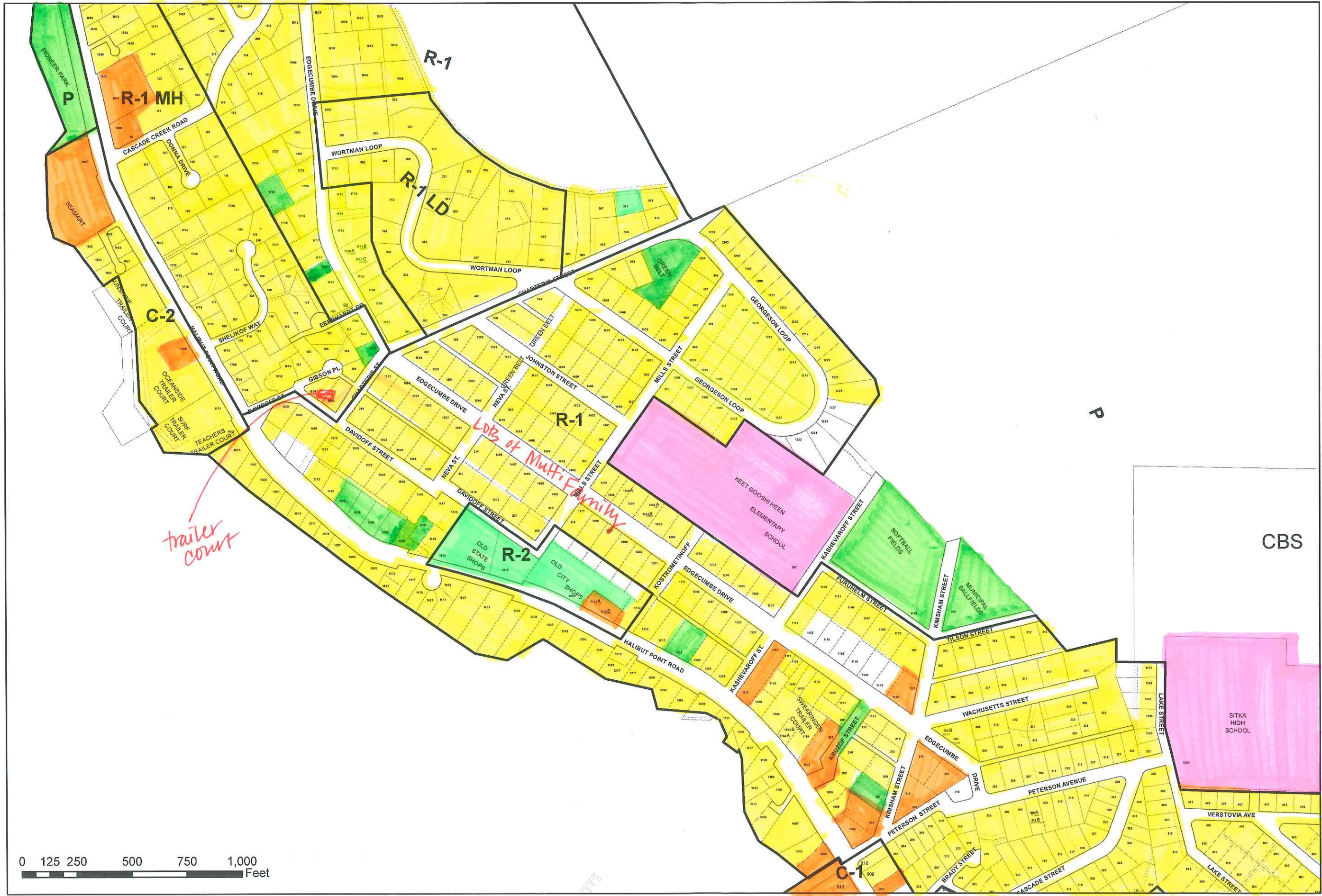




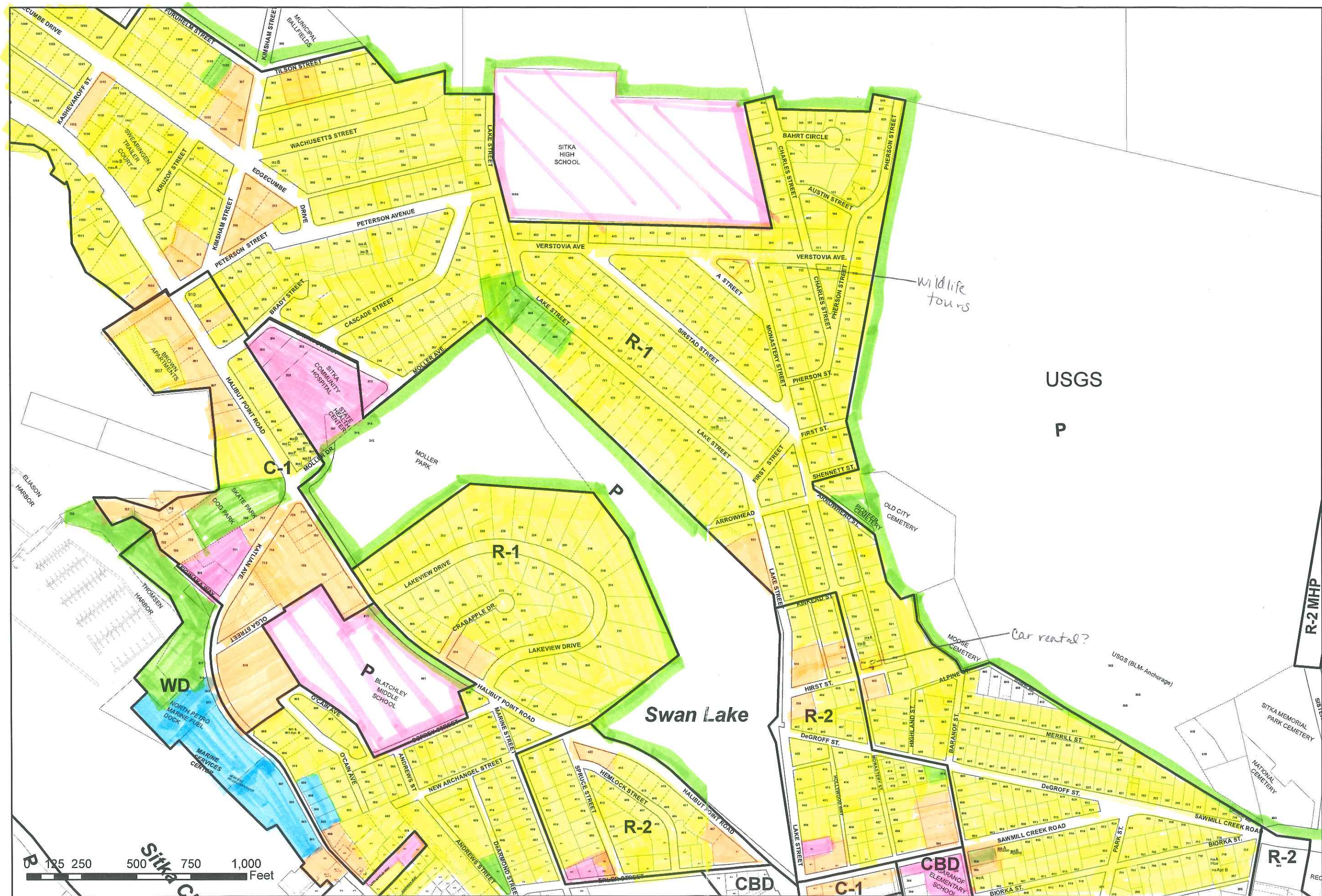




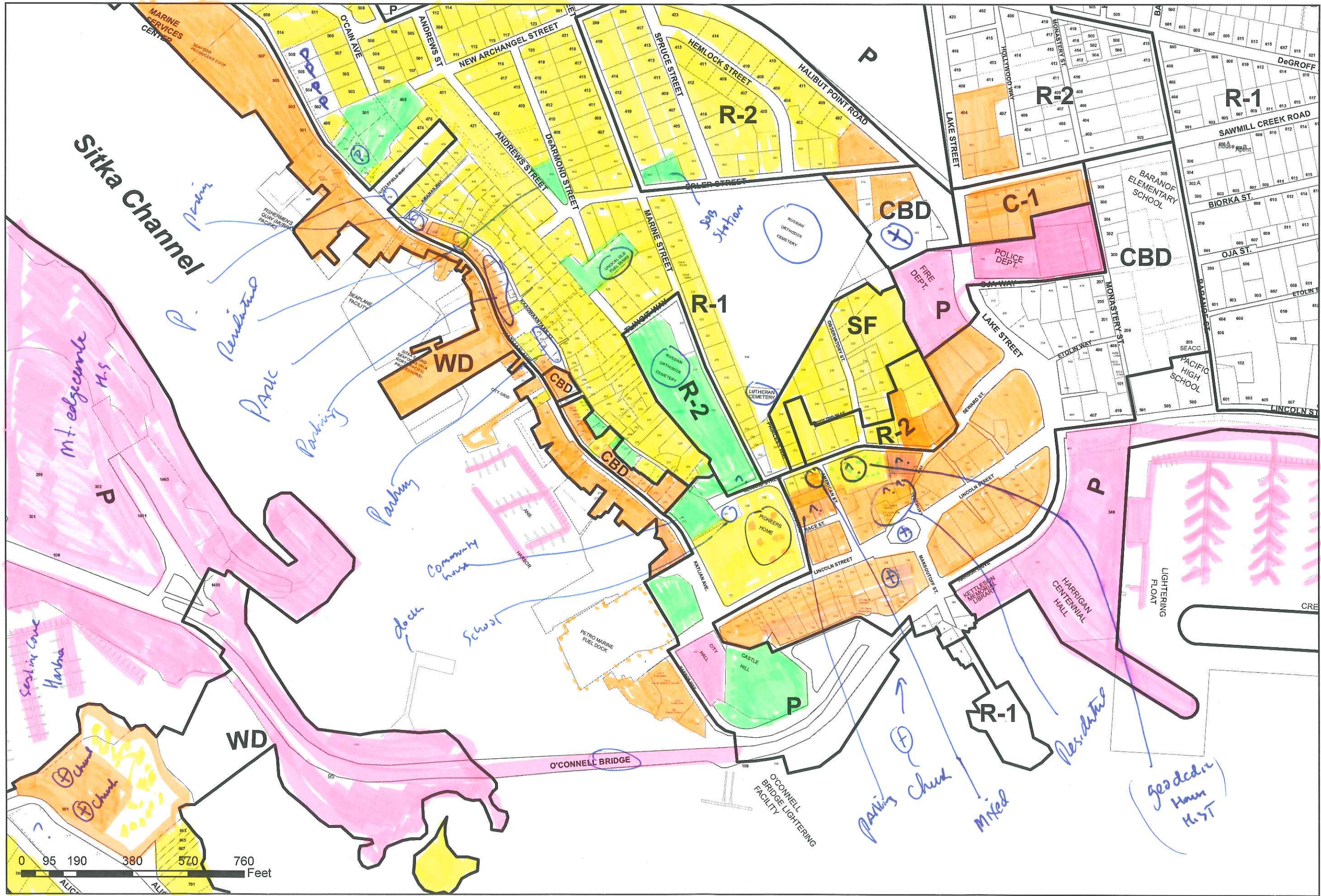




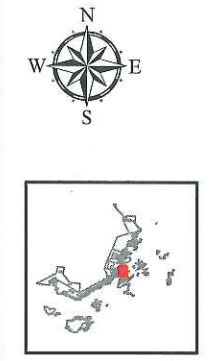








Map 8  
 Katlian & Lincoln

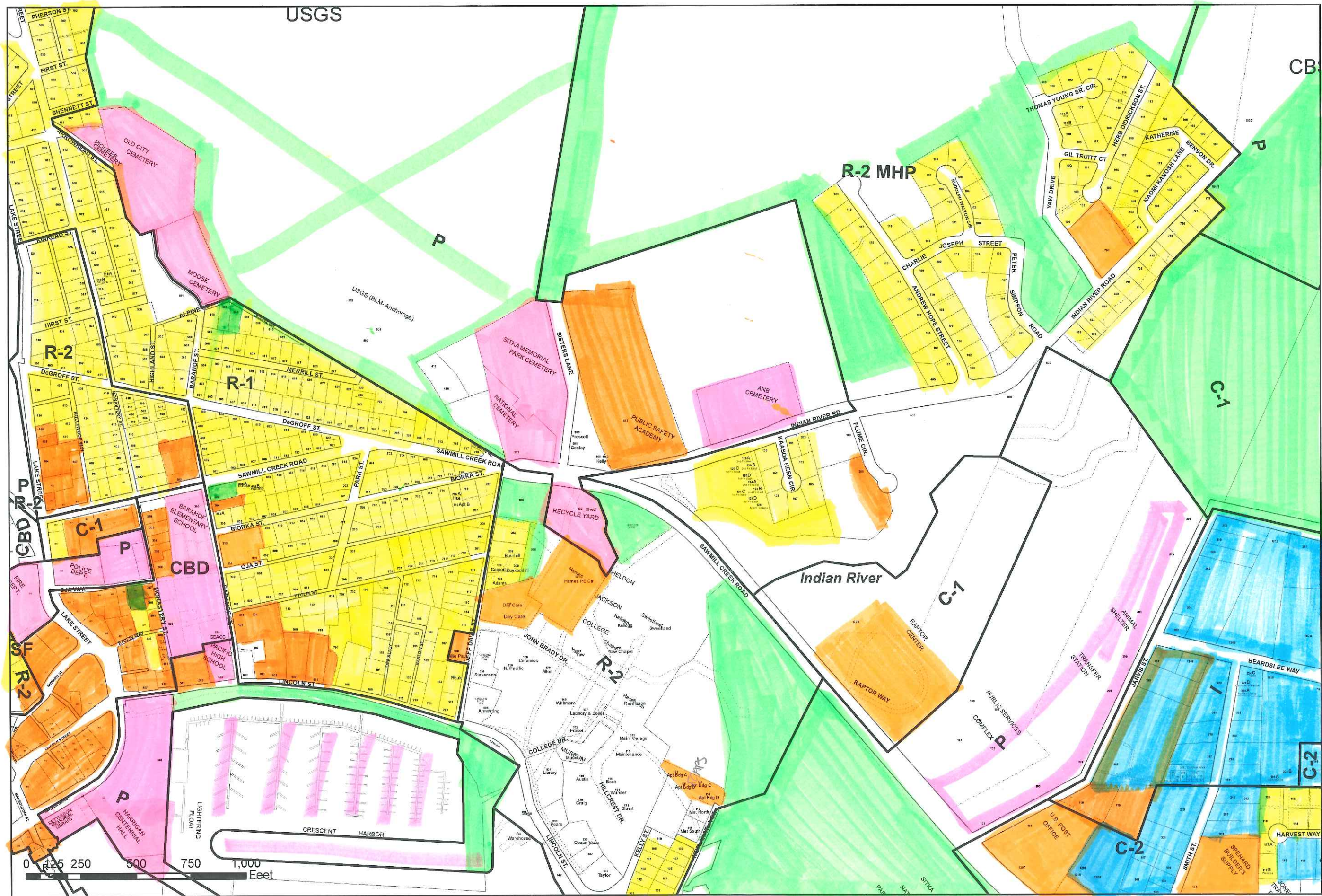


**Zoning Map**  
 City and Borough of Sitka, Alaska  
 PLANNING DEPARTMENT  
 100 Lincoln St - Sitka, Alaska 99835  
 (907) 747-1814

This map is not valid for legal description or conveyance.  
 Mapping is current through January 1, 2013.  
 Printed: 10/17/2013

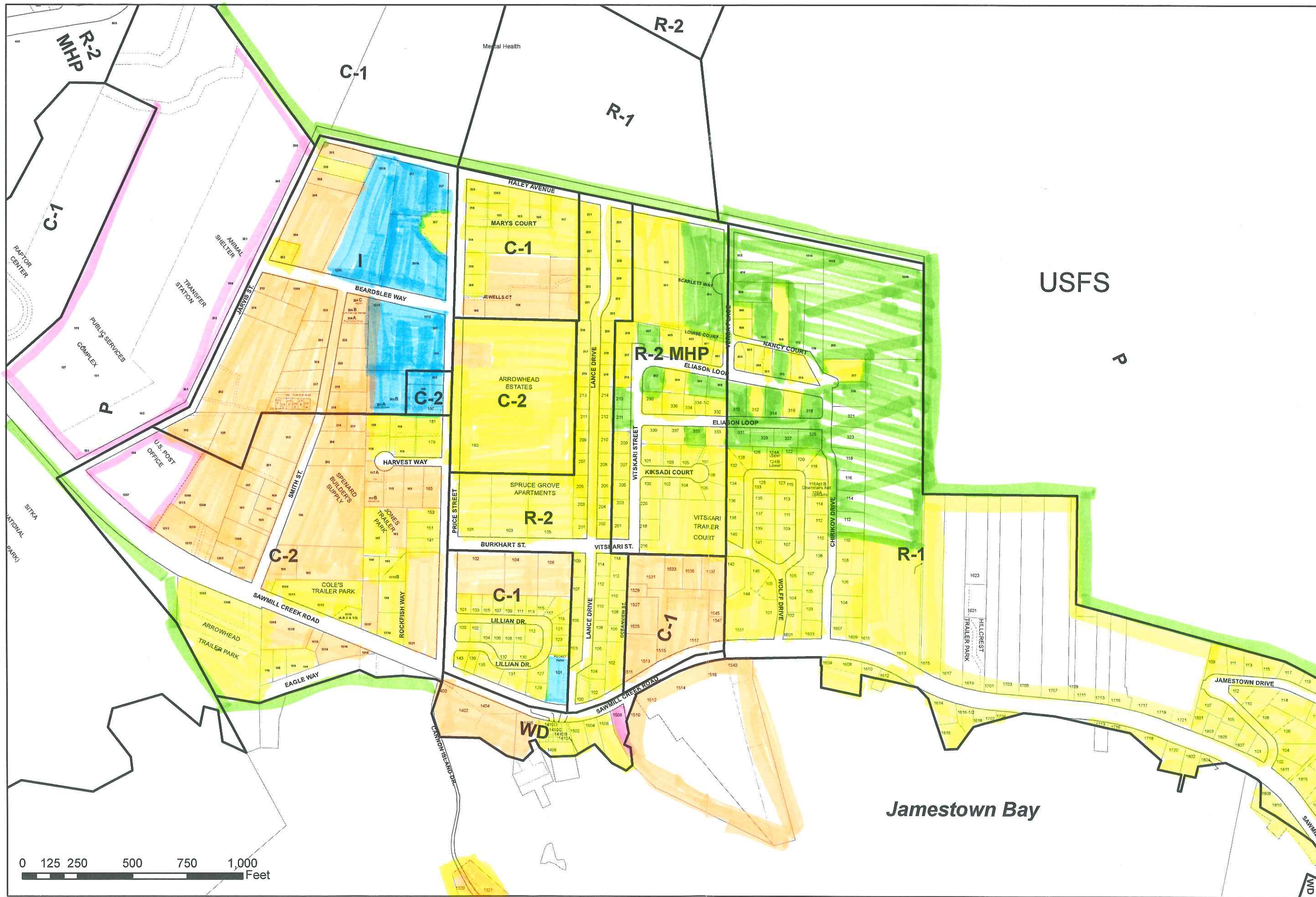
**MainStreetGIS**  
 MainStreetGIS, LLC  
 www.mainstreetgis.com





This map is not valid for legal description or conveyance.  
Mapping is current through January 1, 2013.  
Printed: 10/17/2013





Map  
**10**



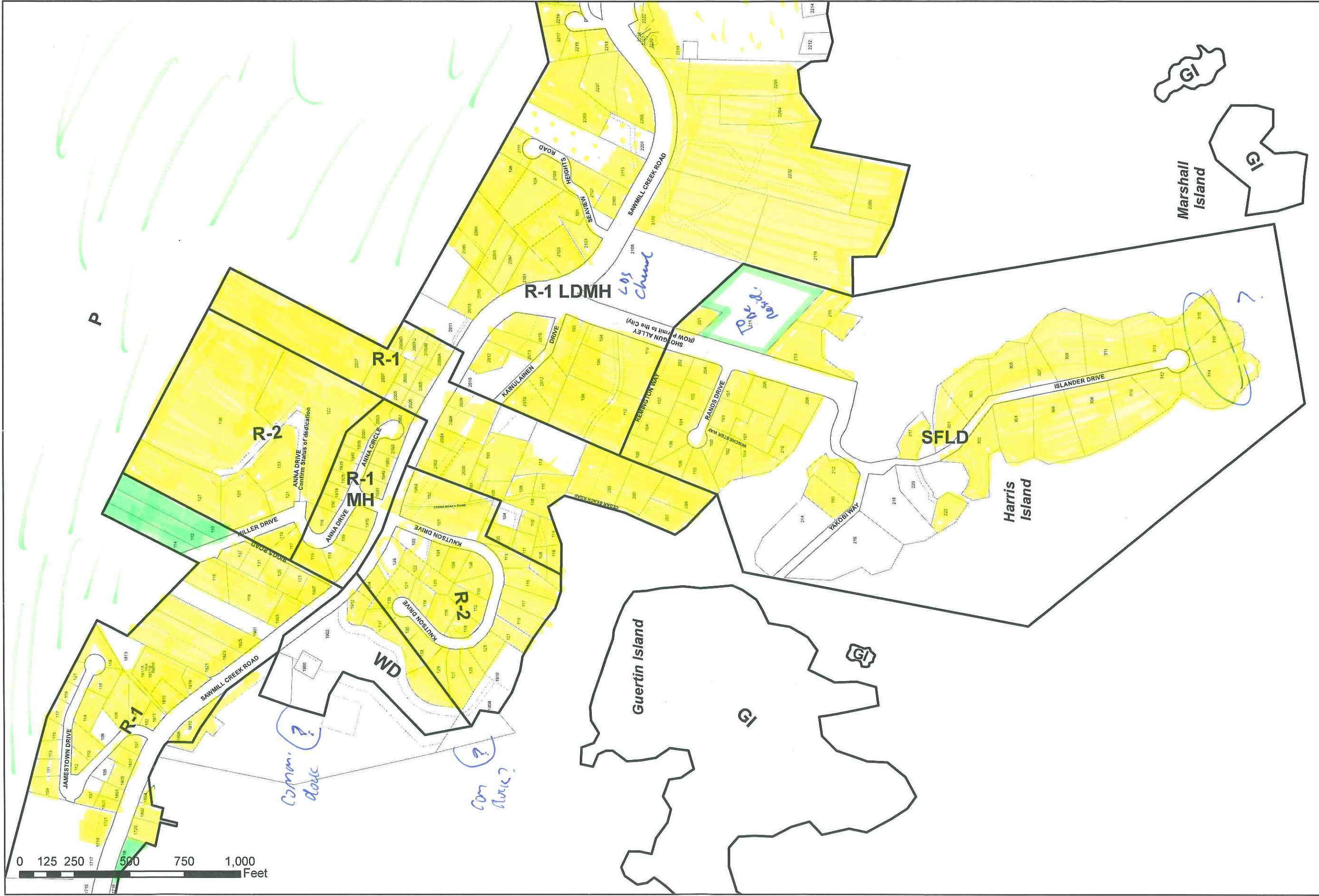
Indian River to Jamestown Bay

**Zoning Map**  
**City and Borough of Sitka, Alaska**  
PLANNING DEPARTMENT  
100 Lincoln St - Sitka, Alaska 99835  
(907) 747-1814

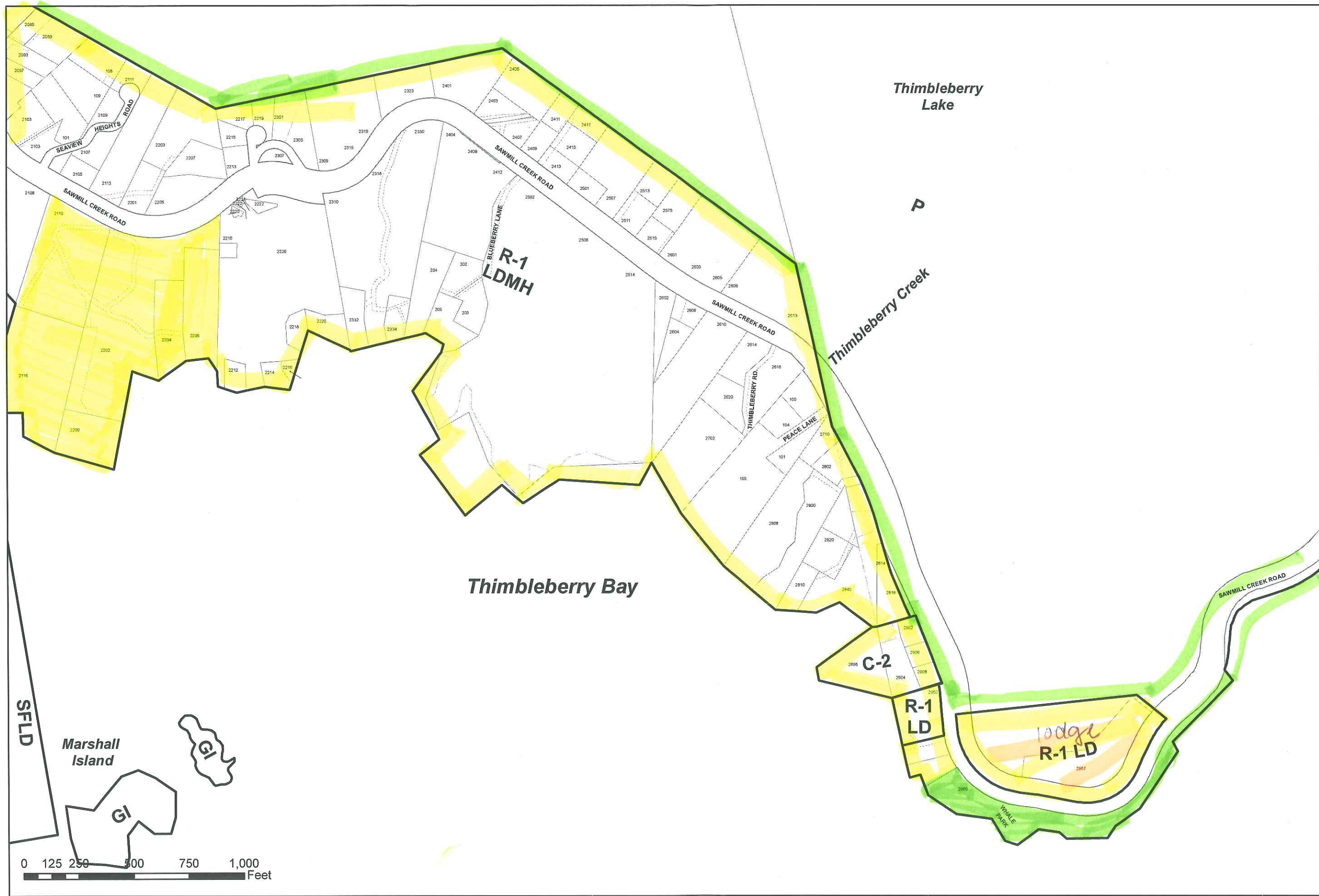
This map is not valid for legal description or conveyance.  
Mapping is current through January 1, 2013.  
Printed: 10/17/2013

**MainStreetGIS**  
MainStreetGIS, LLC  
www.mainstreetgis.com











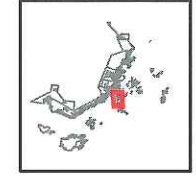






0 125 250 500 750 1,000 Feet

Map  
**14**



**Zoning Map**  
**City and Borough of Sitka, Alaska**  
PLANNING DEPARTMENT  
100 Lincoln St - Sitka, Alaska 99835  
(907) 747-1814

This map is not valid for legal description or conveyance.  
Mapping is current through January 1, 2013.  
Printed: 10/17/2013

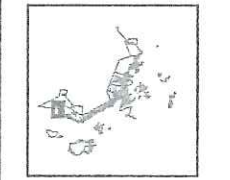
**MainStreetGIS**  
MainStreetGIS, LLC  
www.mainstreetgis.com

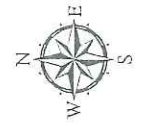
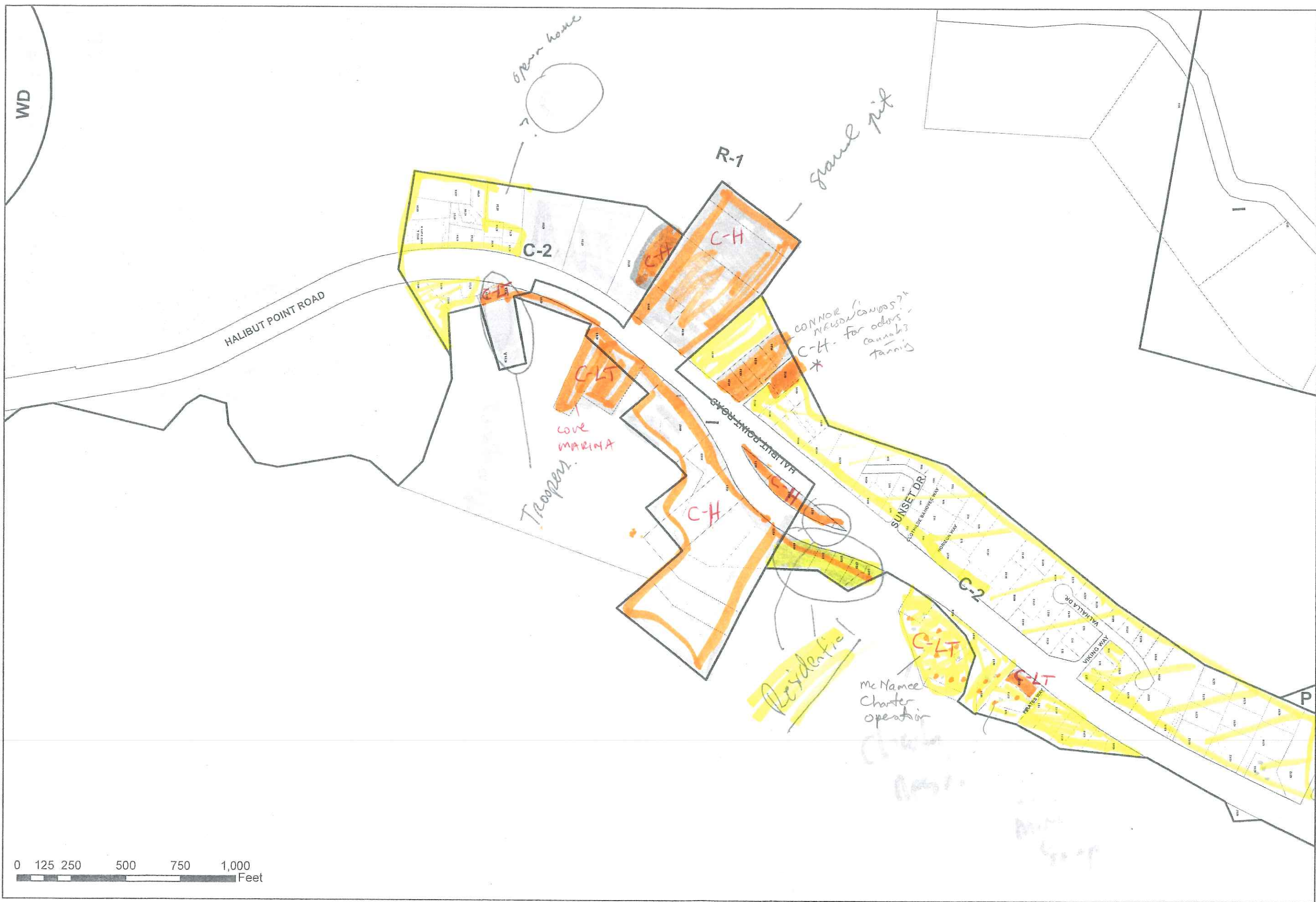
Japonski Island



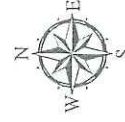
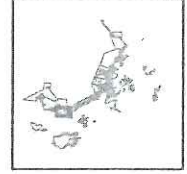
Commercial  
Industrial  
Recreation/Open Space  
Residential  
Public Facilities

Starrigavan Bay











Commercial  
Industrial  
Recreation/Open Space  
Residential  
Public Facility



Map **4**



**Zoning Map**  
**City and Borough of Sitka, Alaska**  
PLANNING DEPARTMENT  
100 Lincoln St - Sitka, Alaska 99835  
(907) 747-1814

This map is not valid for legal description or conveyance.  
Mapping is current through January 1, 2013.  
Printed: 10/17/2013

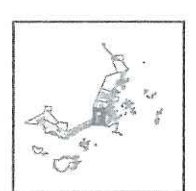
**MainStreetGIS**  
MainStreetGIS, LLC  
www.mainstreetgis.com

Toivo & N. Benchlands









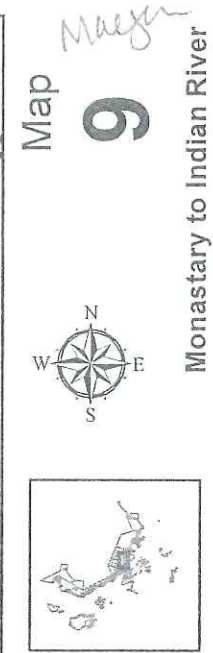
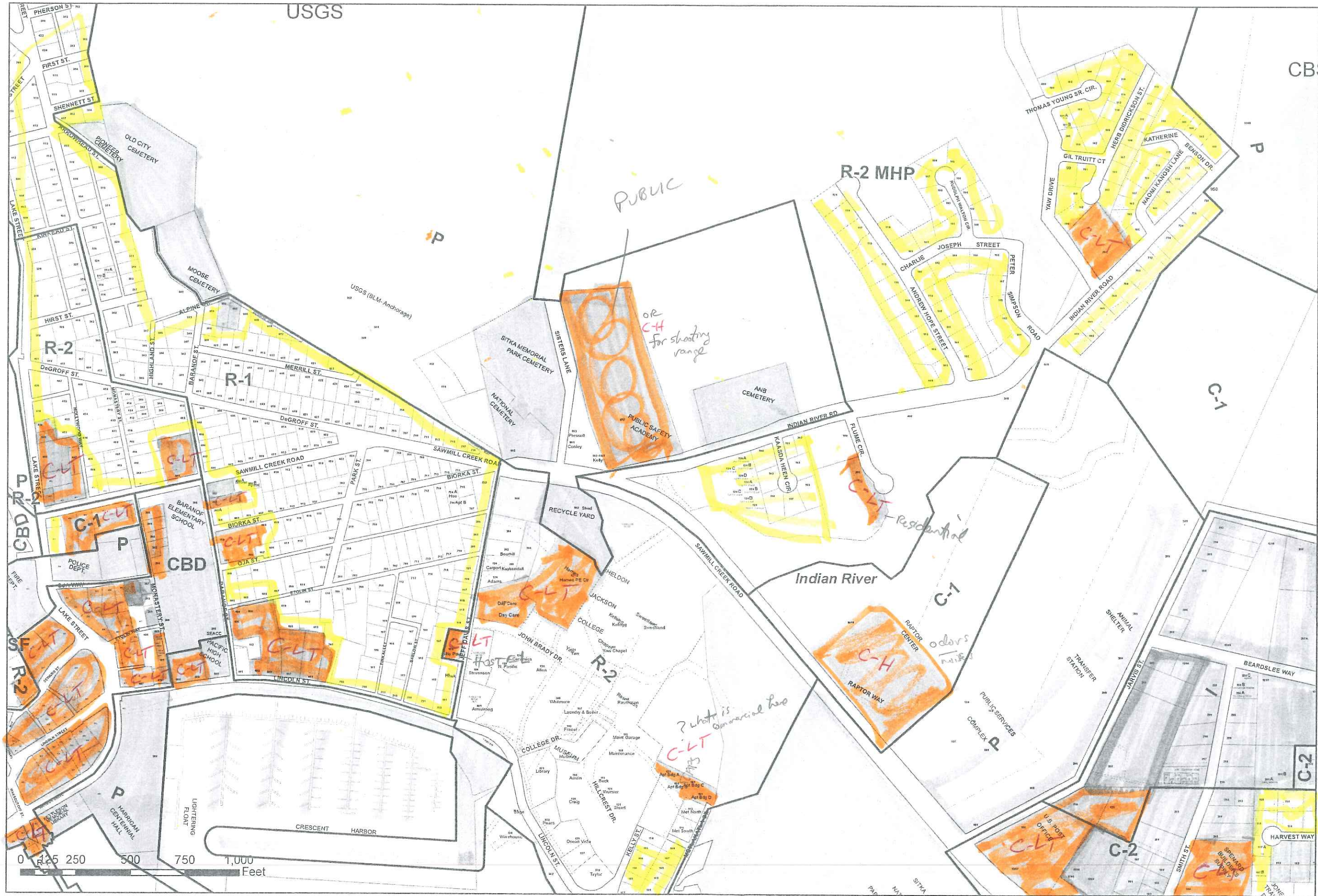












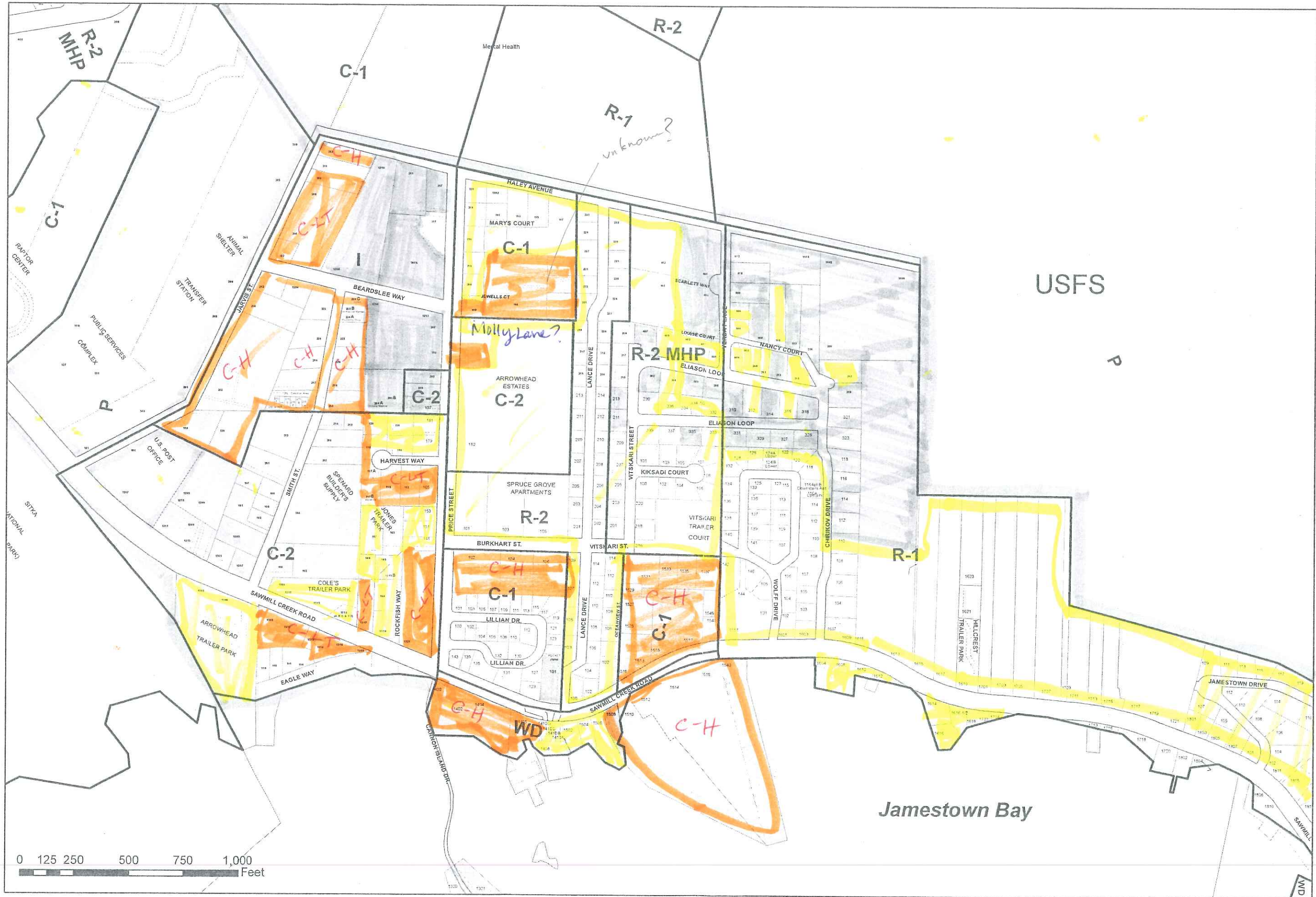
**Zoning Map**  
**City and Borough of Sitka, Alaska**  
PLANNING DEPARTMENT  
100 Lincoln St - Sitka, Alaska 99835  
(907) 747-1814

This map is not valid for legal description or conveyance.  
Mapping is current through January 1, 2013.  
Printed: 10/17/2013

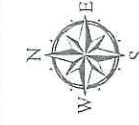
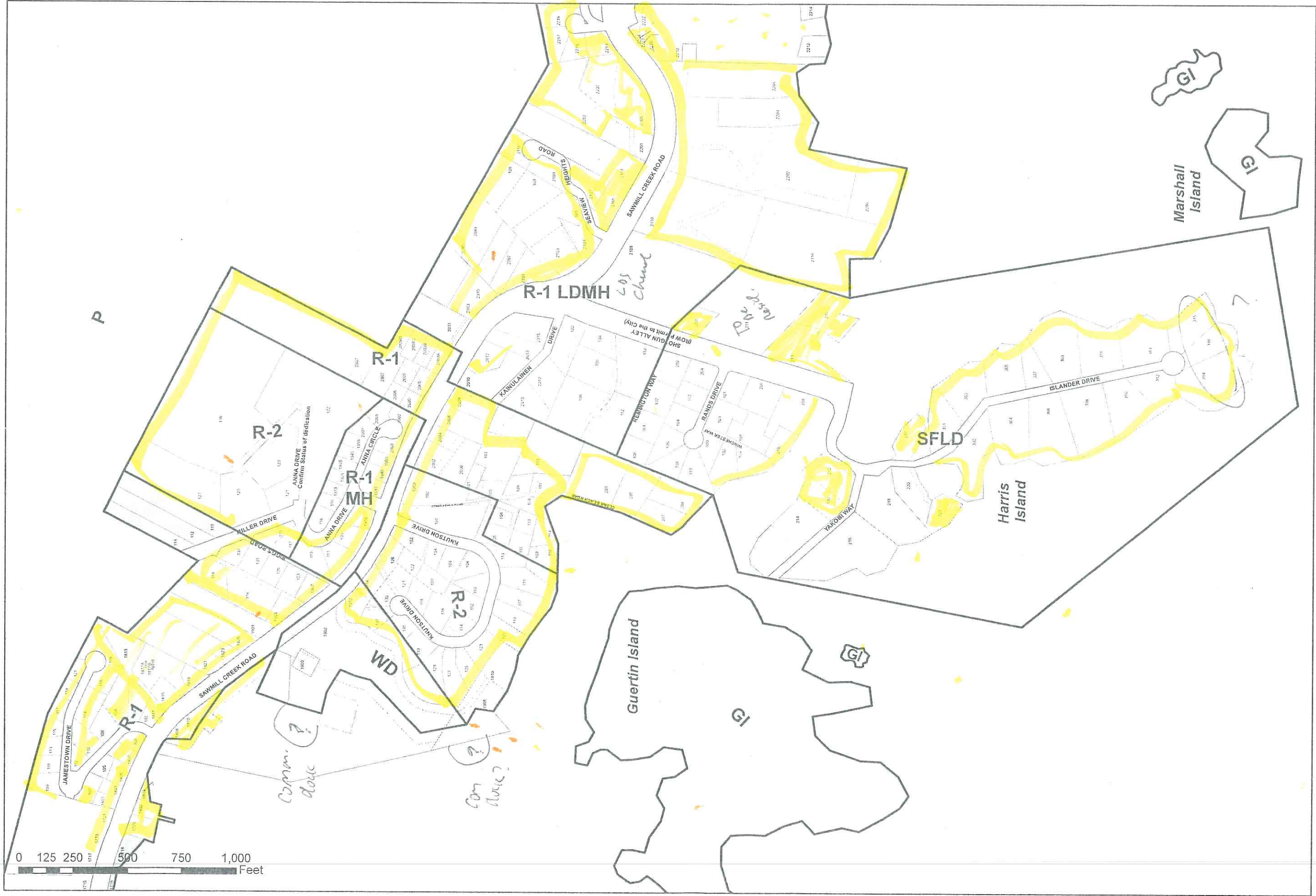
**MainStreetGIS**  
MainStreetGIS, LLC  
www.mainstreetgis.com

Monastery to Indian River

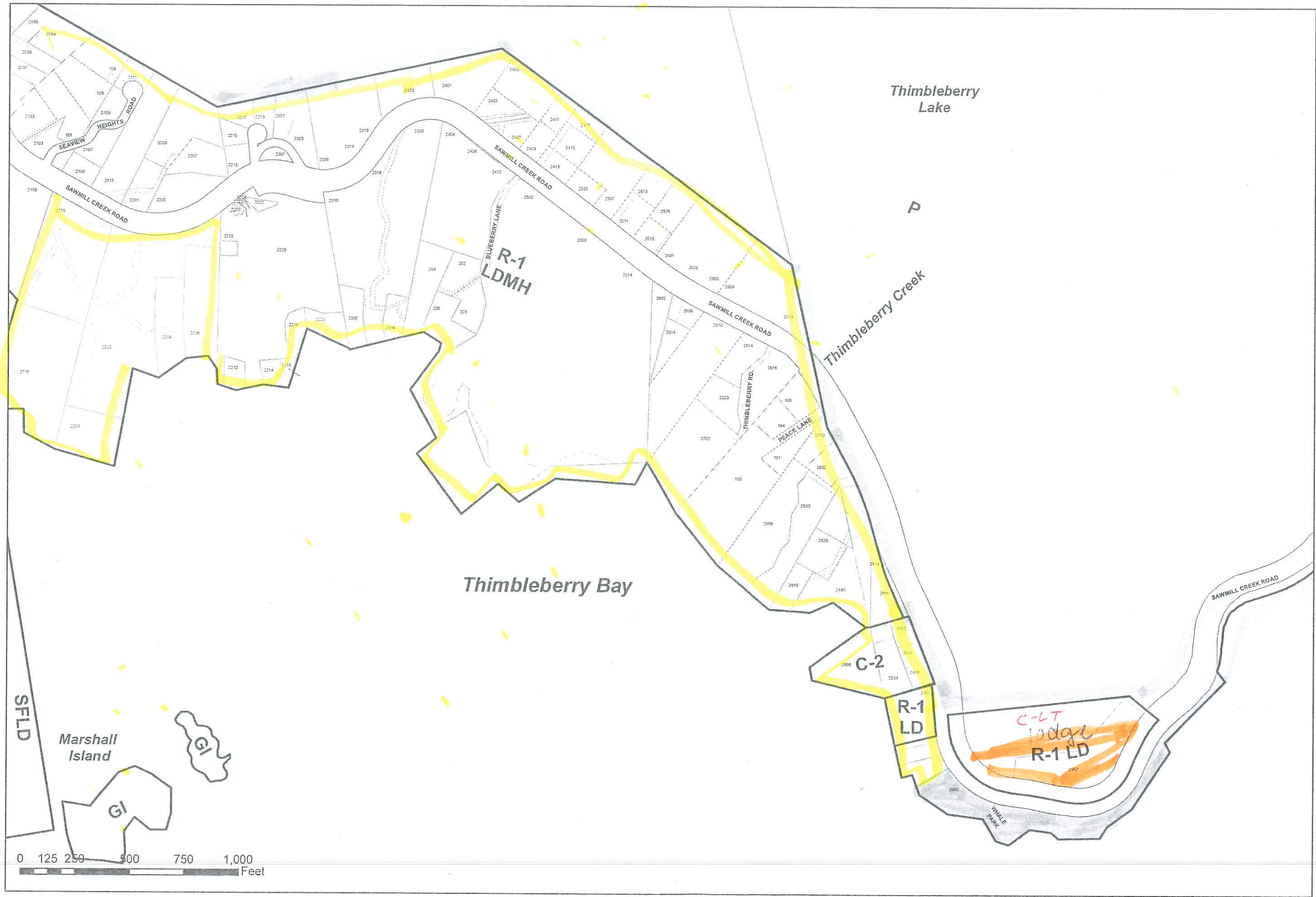












**Zoning Map**  
**City and Borough of Sitka, Alaska**  
PLANNING DEPARTMENT  
100 Lincoln St - Sitka, Alaska 99835  
(907) 747-1814

This map is not valid for legal description or conveyance.  
Mapping is current through January 1, 2013.  
Printed: 10/17/2013



0 125 250 500 750 1,000 Feet

Heart Lake

University of Alaska

P

SCS

Sawmill Cove

Silver Bay

SAWMILL CREEK ROAD

Green Lake Rd

Hog Fuel Landfill

C-H

SAWMILL COVE INDUSTRIAL PARK

4000-003

4000

Time Building

4000-004

4000

4000-005

4000

4000-006

4000

4000-007

4000

4000-008

4000

4000-009

4000

4000-010

4000

4000-011

4000

4000-012

4000

4000-013

4000

4000-014

4000

4000-015

4000

4000-016

4000

4000-017

4000

4000-018

4000

4000-019

4000

4000-020

4000

4000-021

4000

4000-022

4000

4000-023

4000

4000-024

4000

4000-025

4000

4000-026

4000

4000-027

4000

4000-028

4000

4000-029

4000

4000-030

4000

4000-031

4000

4000-032

4000

4000-033

4000

4000-034

4000

4000-035

4000

4000-036

4000

4000-037

4000

4000-038

4000

4000-039

4000

4000-040

4000

4000-041

4000

4000-042

4000

4000-043

4000

4000-044

4000

4000-045

4000

4000-046

4000

4000-047

4000

4000-048

4000

4000-049

4000

4000-050

4000

4000-051

4000

4000-052

4000

4000-053

4000

4000-054

4000

4000-055

4000

4000-056

4000

4000-057

4000

4000-058

4000

4000-059

4000

4000-060

4000

4000-061

4000

4000-062

4000

4000-063

4000

4000-064

4000

4000-065

4000

4000-066

4000

4000-067

4000

4000-068

4000

4000-069

4000

4000-070

4000

4000-071

4000

4000-072

4000

4000-073

4000

4000-074

4000

4000-075

4000

4000-076

4000

4000-077

4000

4000-078

4000

4000-079

4000

4000-080

4000

4000-081

4000

4000-082

4000

4000-083

4000

4000-084

4000

4000-085

4000

4000-086

4000

4000-087

4000

4000-088

4000

4000-089

4000

4000-090

4000

4000-091

4000

4000-092

4000

4000-093

4000

4000-094

4000

4000-095

4000

4000-096

4000

4000-097

4000

4000-098

4000

4000-099

4000

4000-100

4000

4000-101

4000

4000-102

4000

4000-103

4000

4000-104

4000

4000-105

4000

4000-106

4000

4000-107

4000

4000-108

4000

4000-109

4000

4000-110

4000

4000-111

4000

4000-112

4000

4000-113

4000

4000-114

4000

4000-115

4000

4000-116

4000

4000-117

4000

4000-118

4000

4000-119

4000

4000-120

4000

4000-121

4000

4000-122

4000

4000-123

4000

4000-124

4000

4000-125

4000

4000-126

4000

4000-127

4000

4000-128

4000

4000-129

4000

4000-130

4000

4000-131

4000

4000-132

4000

4000-133

4000

4000-134

4000

4000-135

4000

4000-136

4000

4000-137

4000

4000-138

4000

4000-139

4000

4000-140

4000

4000-141

4000

4000-142

4000

4000-143

4000

4000-144

4000

4000-145

4000

4000-146

4000

4000-147

4000

4000-148

4000

4000-149

4000

4000-150

4000

4000-151

4000

4000-152

4000

4000-153

4000

4000-154

4000

4000-155

</



0 125 250 500 750 1,000 Feet

