



# CITY AND BOROUGH OF SITKA

## Meeting Agenda - Final-revised

### Planning Commission

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Wednesday, February 19, 2020

7:00 PM

Harrigan Centennial Hall

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I. CALL TO ORDER AND ROLL CALL

II. CONSIDERATION OF THE AGENDA

III. CONSIDERATION OF THE MINUTES

a [PM 20-03](#) Approve the February 5, 2020 meeting minutes

Attachments: [02-Feb 05 2020 DRAFT](#)

IV. PERSONS TO BE HEARD

*(Public participation on any item off the agenda. All public testimony is not to exceed 3 minutes for any individual, unless the Chair imposes other time constraints at the beginning of the agenda item.)*

V. PLANNING DIRECTOR'S REPORT

VI. REPORTS

VII. THE EVENING BUSINESS

[P 20- 01](#) Public hearing and consideration of a conceptual plat for a lot merger for three lots on Middle Island to result in one lot in the Large Island zoning district. The properties are also known as Lots 3, 4, and 5, Block 1, Middle Island Subdivision. The applicant is Michael Coady. The owner of record is Michael Coady.

Attachments: [P 20-01 Coady Middle Island Lot Merger Staff Report](#)

[P 20-01 Coady Middle Island Lot Merger Aerial](#)

[P 20-01 Coady Middle Island Lot Merger Current Plat](#)

[P 20-01 Coady Middle Island Lot Merger Conceptual Plat](#)

[P 20-01 Coady Middle Island Lot Merger Applicant Materials](#)

CUP 20-01

Public hearing and consideration of a conditional use permit for a short-term rental aboard the F/V Equinox located at T3-08 of Eliason Harbor in the Public Lands zoning district. The property is also known as a portion of ATS 1496. The request is filed by Cameo Padilla. The owners of record are Cameo Padilla and Brooks Areson.

**Attachments:** [CUP 20-01 FV Equinox Padilla STR Staff Report](#)

[CUP 20-01 FV Equinox Padilla STR Aerial](#)

[CUP 20-01 FV Equinox Padilla STR Vessel Layout](#)

[CUP 20-01 FV Equinox Padilla STR Photos](#)

[CUP 20-01 FV Equinox Padilla STR Renter Handout](#)

[CUP 20-01 FV Equinox Padilla STR Applicant Materials & Inspection Reports](#)

**CUP 20-02**

~~Public hearing and consideration of a conditional use permit for a short term rental located at 468 Katlian Street in the R-1 single family and duplex residential district. The property is also known as Lot 105, BIHA 2 Subdivision, USS 2542. The request is filed by Judith Kell. The owner of record is Judith Howard (Kell).~~

**Attachments:** CUP-20 Kell 468 Katlian STR Staff Report

CUP-20 Kell 468 Katlian STR Density Map

CUP-20 Kell 468 Katlian STR - Floor Plan

CUP-20 Kell 468 Katlian STR Photos

CUP-20 Kell 468 Katlian STR - Plat

CUP 20-02 468 Katlian STR Public Comment

CUP 20-02 468 Katlian STR Application

CUP 20-02 468 Katlian STR Renter Handout

VAR 20-02

Public hearing and consideration of a variance to increase maximum building coverage above 50% and a reduction in front, side, and rear setbacks at 3603 Halibut Point Road in the R-1 MH Single-Family/Duplex/Manufactured Home zoning district. The property is also known as Lot 1, Yannikos Subdivision. The request is filed by Larry Trani and Ann Walter. The owners of record are Larry Trani and Ann Walter.

**Attachments:** [VAR 20-02 Traini 3603 HPR Staff Report](#)

[VAR 20-02 Trani 3603 HPR Variance Aerial](#)

[VAR 20-02 Trani 3603 HPR Variance Site & Floor Plans](#)

[VAR 20-02 Trani 3603 HPR Variance Plat](#)

[VAR 20-02 Trani 3603 HPR Variance Photos](#)

[VAR 20-02 Trani 3603 HPR Variance Applicant Materials](#)

**VIII. ADJOURNMENT**

*NOTE: More information on these agenda items can be found at <https://sitka.legistar.com/Calendar.aspx> or by contacting the Planning Office at 100 Lincoln Street. 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:*



# CITY AND BOROUGH OF SITKA

## Minutes - Draft

### Planning Commission

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Wednesday, February 5, 2020

7:00 PM

Harrigan Centennial Hall

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#### I. CALL TO ORDER AND ROLL CALL

Present: Chris Spivey (Chair) Stacy Mudry, Randy Hughey, Kevin Knox (Assembly Liason)  
Absent: Darrell Windsor (Excused), Victor Weaver (Excused)  
Staff: Amy Ainslie, Scott Brylinsky, Andy Corak  
Public: Connor Nelson, Valerie Nelson, Jeremy Plank, Savannah Plank, Richard Wein, Henry Colt.

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

#### II. CONSIDERATION OF THE AGENDA

#### III. CONSIDERATION OF THE MINUTES

##### A. [PM 20-02](#) Approve the January 15, 2020 minutes

**Attachments:** [01-Jan 15 2020 FINAL](#)

**M-Hughey/S-Mudry moved to approve the January 15, 2020 minutes. Motion passed 3-0 by voice vote.**

#### IV. PERSONS TO BE HEARD

#### V. PLANNING DIRECTOR'S REPORT

Ainslie began her report by updating the commission on the status of the short term rental report, which was sent out on January 17th, and was due back on February 17th. She stated that the Planning Department received around 20-30 of these back to date, which was around a 50% response. Ainslie the noted that the community short term rental survey was online, and would be advertised in the newspaper and over the radio during the subsequent weeks. Ainslie updated the commission on the status of the tiny house ordinance and the McGraw rezone previously approved by the commission would be discussed by the assembly at its next meeting on February 11th. Ainslie stated that she had travel plans, and would be out of town the following week. Brylinsky presented on current status of the No Name Mountain consultants research, and noted that the stakeholder survey was in progress, and that focus will first be on the quarry and rock in the area. He stated that the next public meeting was scheduled in March.

#### VI. REPORTS



Brylinsky gave a brief update to the committee regarding the No Name Mountain consultants Jones & Jones, and stated that they had made a few determinations, including that the first steps of the project should involve the historic quarry studies, and that the highest value piece of the project was the waterfront land. Brylinsky also stated that the next public meeting was scheduled in March, and that the consultants were soliciting input for a list of knowledgeable stakeholders in the project.

## VII. THE EVENING BUSINESS

### B. [CUP 19-20](#)

Public hearing and consideration of a conditional use permit for a short-term rental at 103 Kramer Avenue in the R-1 MH single-family, duplex, and manufactured home zoning district. The property is also known as Lot A, Horvath Subdivision. The request is filed by Matthew and Sidney Kinney. The owners of record are Matthew and Sidney Kinney.

**Attachments:**     [CUP 19-20 103 Kramer STR Staff Report](#)  
                              [CUP 19-20 103 Kramer STR Aerial](#)  
                              [CUP 19-20 103 Kramer STR STR Density](#)  
                              [CUP 19-20 103 Kramer STR Floor Plan](#)  
                              [CUP 19-20 103 Kramer STR Photos](#)  
                              [CUP 19-20 103 Kramer STR Plat](#)  
                              [CUP 19-20 103 Kramer STR Renter Handout](#)  
                              [CUP 19-20 103 Kramer STR Application](#)

Ainslie noted in the staff report that this property is well situated for a rental, with lots of parking, good access, and with a vegetation buffer between neighbors. The applicant planned to manage the rental, which was available April through October, and had already passed a health/life/safety exam. Staff recommended approval.

Matt and Sidney Kinney, the applicants, were present telephonically, and stated that they were looking for income potential, and had available space during the summer. Hughey asked the applicants if the property was currently a long term rental, to which they answered no. Spivey stated he had minor concerns about density, but said this could be mitigated.

**M-Mudry/S-Hughey moved to approve a conditional use permit for a short-term rental at 103 Kramer Avenue in the R-1 MH single-family, duplex, and manufactured home zoning district. The property was also known as Lot A, Horvath Subdivision. The request was filed by Matthew and Sidney Kinney. The owners of record were Matthew and Sidney Kinney. Motion passed 3-0 by voice vote.**

**M-Mudry/S-Hughey moved to adopt the findings as listed in the staff report. Motion passed 3-0 by voice vote.**

### C. [CUP 19-21](#)

Public hearing and consideration of a conditional use permit for a short-term rental at 3009 Halibut Point road in the R-1 MH single-family, duplex, and manufactured home zoning district. The property is also known as the Northwesterly portion of Lot U, US Survey 2751, Sitka Small Tracts Group. The request is filed by Charles and Theresa Olson. The owners of record are Charles and Theresa Olson.

**Attachments:**     [CUP 19-21 3009 HPR STR Staff Report](#)  
                              [CUP 19-21 3009 HPR STR Aerial](#)  
                              [CUP 19-21 3009 HPR STR STR Density](#)  
                              [CUP 19-21 3009 HPR STR Floor Plan](#)  
                              [CUP 19-21 3009 HPR STR Photos](#)  
                              [CUP 19-21 3009 HPR STR Plat](#)  
                              [CUP 19-21 3009 HPR STR Renter Handout](#)  
                              [CUP 19-21 3009 HPR STR Application](#)

Ainslie described the proposed rental, and noted it was a single family residence with two dwelling units. The owner occupied upstairs was the primary residence and the conditional use permit pertained to the downstairs unit. Ainslie described the premises as well buffered with adequate parking, and noted that the dwelling passed the health, life, and safety inspection. Staff recommended approval.

Applicants Charles and Theresa Olson were present telephonically. Charles Olson noted the proposed short term rental unit was originally designed as a mother-in-law apartment, but was unoccupied. Due to the access and design, the unit did not lend itself to being a long term rental.

Hughey asked the applicant if the property was a long term rental, to which Olson stated no.

**M-Hughey/S-Mudry moved to approve a conditional use permit for a short-term rental at 3009 Halibut Point road in the R-1 MH single-family, duplex, and manufactured home zoning district. The property was also known as the Northwesterly portion of Lot U, US Survey 2751, Sitka Small Tracts Group. The request was filed by Charles and Theresa Olson. The owners of record were Charles and Theresa Olson. Motion passed 3-0 by voice vote.**

**M-Hughey/S-Mudry moved to adopt the findings as listed in the staff report. Motion passed 3-0 by voice vote.**

**D.     [CUP 19-22](#)**

Public hearing and consideration of a conditional use permit for a short-term rental at 2160 Halibut Point Road in the R-1 MH single-family, duplex, and manufactured home zoning district. The property is also known as Lot 1, Vonrekowski Subdivision. The request is filed by Charles and Theresa Olson. The owners of record are Charles and Theresa Olson.

**Attachments:**     [CUP 19-22 2160 HPR STR Staff Report](#)  
                              [CUP 19-22 2160 HPR STR Aerial](#)  
                              [CUP 19-22 2160 HPR STR STR Density](#)  
                              [CUP 19-22 2160 HPR STR Floor Plan](#)  
                              [CUP 19-22 2160 HPR STR Photos](#)  
                              [CUP 19-22 2160 HPR STR Plat](#)  
                              [CUP 19-22 2160 HPR STR Renter Handout](#)  
                              [CUP 19-22 2160 HPR STR Application](#)  
                              [CUP 19-22 2160 HPR STR Public Comment](#)

Ainslie described the short term rental located directly off of Halibut Point Road near Sandy Beach, in a stand-alone single family residence located on a large lot, with good parking and setbacks from the highway. Ainslie stated that this property had a good buffer with neighbors, one of whom provided a letter of support for the conditional use permit. This property already passed a health, life, and safety inspection.

Applicants Charles and Theresa Olson were present telephonically, and stated that they wanted to use the property as a rental in the summer to offset costs, and that it was otherwise used by them for project space. Staff recommended approval.

**M-Mudry/S-Hughey moved to approve a conditional use permit for a short-term rental at 2160 Halibut Point Road in the R-1 MH single-family, duplex, and manufactured home zoning district. The property was also known as Lot 1, Vonrekowski Subdivision. The request was filed by Charles and Theresa Olson. The owners of record were Charles and Theresa Olson. Motion passed 3-0 by voice vote.**

**M-Mudry/S-Hughey moved to adopt the findings as listed in the staff report. Motion passed 3-0 by voice vote.**

E. [ZA 20-02](#)

Public hearing and consideration of a zoning text amendment to Title 22 of the Sitka General Code to add a definition of bulk retail, and make bulk retail a conditional use in Industrial zones. The request is filed by Jeremy and Savannah Plank.

**Attachments:**     [ZA 20-02 Plank Bulk Retail ZMA Staff Report](#)  
                              [ZA 20-02 Plank Bulk Retail ZMA Draft Ordinance](#)  
                              [ZA 20-02 Plank Bulk Retail ZMA APA Glossary Excerpt](#)  
                              [ZA 20-02 Plank Bulk Retail ZMA Applicant Materials](#)

Ainslie stated that this zoning amendment had two parts: the definition of bulk retail, and the zone in which it can be used. Ainslie stated that bulk retail was present as a use in the city code use table, and noted that it was allowed in C-1 and C-2 zoning, and conditionally in the large and general island zones. Ainslie noted bulk retail did not currently have a definition in the code. Ainslie stated she used the definition provided by the American Planning Association to form the proposed amendment language.

Having defined bulk retail, Ainslie stated changing bulk retail from a prohibited to conditional use in industrial areas was the second feature of this zoning text change, and noted the Industrial zone allowed for the sale of building, hardware, and garden materials, bulk forest/agricultural products, fuel, etc to the general public and/or other retailers in a warehouse setting. Ainslie noted that there were three things in common between what the code allowed in industrial zones, and the proposed changes: Items sold are used in other industrial activity, sales generate low to moderate traffic, and retail currently allowed in industrial zones is not aesthetically sensitive.

Ainslie stated that staff considered bulk retail to be conducive to industrial zones, the conditional permitting allowed for case-by-case review of the zoning change, and the codified definition provided ease of administration. Staff recommended approval.

Applicants Jeremy and Savannah Plank were present. Mr. Plank stated he recently opened a bulk goods store, which required a warehouse setting allowing for pallet transport of large quantities of goods.

Richard Wein provided public comment regarding the importance of retail diversity and affordability. He stated his support for the proposal.

**M-Hughey/S-Mudry moved to approve the zoning text amendment to Title 22 of the Sitka General Code to add a definition of bulk retail, and make bulk retail a conditional use in Industrial zones. The request was filed by Jeremy and Savannah Plank. Motion passed 3-0 by voice vote.**

**F. [MISC 20-02](#)**

Discussion/Direction on the No Name Mountain/Granite Creek Master Plan stakeholder outreach

**Attachments:**     [Stakeholder Survey](#)

Special Projects Manager Scott Brylinsky provided an update on the progress of Jones & Jones consultants on the No Name Mountain master plan. Brylinsky explained that the consultants were looking for abundant and diverse public input, which was needed for success. Brylinsky requested that the Planning Commission, as well as the general public, provide contacts for knowledgeable parties and stakeholders to Jones & Jones, as they needed as much local input as possible. Brylinsky stated that he planned on circulating a questionnaire/survey to the public, with hopes of obtaining additional feedback.

Richard Wein spoke up during public testimony, and stated that Sitka had a great deal of experienced individuals and local knowledge, and that it was important to continue to add layers of information to the process. Spivey suggested distribution of the survey via local businesses.

**VIII. ADJOURNMENT**

**Seeing no objection, Chair Spivey adjourned the meeting at 7:38 PM.**



# City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

*Coast Guard City, USA*

## **Planning and Community Development Department**

### **AGENDA ITEM:**

Case No: P 20-01  
Proposal: Conceptual review of a Lot Merger  
Applicant: Michael Coady  
Owner: Michael Coady  
Location: Middle Island  
Legal: Lots 3, 4, and 5, Block 1, Middle Island Subdivision  
Zone: LI – Large island district  
Size: Current: Lot 3: 1.82 acres, Lot 4: .89 acres, Lot 5: 1.29 acres  
Proposed: 4.00 acres  
Parcel ID: 4-920-1003, 4-920-1004, 4-920-005  
Existing Use: Lodge  
Adjacent Use: Recreational residential, undeveloped  
Utilities: Private utilities  
Access: Water

### **KEY POINTS AND CONCERNS:**

1. The applicant owns all three lots in question and is functionally utilizing the properties for a single purpose (lodge – granted through conditional use). Lot merger allows applicant to use lot more flexibly for structure placement.
2. That the proposed replat complies with the Sitka General Code Titles 21 and 22 by moving the property toward code conformance; one of the existing lots is substandard for the district.
3. Platting of lots as single lot should not change impact on neighborhood outside of current use.

### **RECOMMENDATION:**

Staff recommends approval of the conceptual lot merger for Lots 3, 4 and 5, Block 1, Middle Island Subdivision.

## **ATTACHMENTS:**

Attachment A: Aerial

Attachment B: Current Plat

Attachment C: Conceptual Plat

Attachment D: Applicant Materials

## **BACKGROUND**

This property consists of three lots held between a common owner, Michael Coady. Mr. Coady purchased the lots in order to run a lodge operation utilizing all three lots. A conditional use permit was granted to Mr. Coady by the Planning Commission in December of 2017 for this use. An outstanding condition of approval at the time was for Mr. Coady to resolve the encroachment of a structure on the State's public access easement, which Mr. Coady has since completed. Mr. Coady continues to work in good faith with the Building and Planning Departments on his development of the lots.

## **PROJECT DESCRIPTION**

This request is to replat the three lots into one lot. Mr. Coady is functionally using all three lots as a single unit to run the lodge operation, as recognized by the fact that the conditional use permit spans all three lots. SGC 22.20 outlines the development standards for the Large Island (LI) district. In island zones, including LI, there is a required 15 ft. setback along common property lines. The merging of these three lots provides the owner more flexibility to develop the area without as many restrictions regarding setbacks and encroachments over the property lines.

Staff recommends approval of the lot merger from both a code administration standpoint, and a practical standpoint. One of the lots, Lot 4, is currently a non-conforming lot, as it is .89 acres which does not meet the district minimum of 1 acre. The lot merger would address this nonconformity. From a practical standpoint, the investment in the integrated infrastructure needed to run the property as a lodge means these lots would have limited marketability as individual lots, and if sold, would most likely transfer ownership together. The lot merger is therefore a recognition of the lots interconnected nature and status a single economic unit.

Generally, lot mergers or replats can be accomplished in one review with the Planning Commission with a survey document. The applicant requested a concept review of the plan prior to investing in surveying services for the area.

## **ANALYSIS**

**Project/Site:** A large house structure is located on Lot 3 along with several out-buildings including the bunkhouse, 2 guest cabins, a smokehouse, shed, and garage/barn structure. Lot 4 has one guest cabin, and Lot 5 is sparsely developed.

**Density:** The proposed lot merger does not waive or alter any density or coverage standards for the properties, so the lot merger could not result in a denser development overall than is currently permitted. However, the lot coverage maximum is 25% of the lot as listed in SGC Table 22.20-1

Development Standards for the LI district. Therefore, denser development could occur in one area (one lot) than previously permitted, however, a total of 3.0 acres would still need to be preserved as open space.

**Traffic:** The replat would not change existing boat/pedestrian traffic patterns.

**Parking:** N/A

**Noise:** No concerns, as the proposed land use does not differ from the current use.

**Public Health or Safety:** No concerns.

**Habitat:** No concerns.

**Property Value or Neighborhood Harmony:** As the use will not change, impact to the neighborhood beyond current use is not anticipated. The properties are interdependent due to centralized lodge infrastructure, and therefore already operate as an economic unit. The proposed lot merger is a better reflection of the current use and future value of the lots.

**Comprehensive Plan:** The proposal supports the Comprehensive Plan Economic Development Action ED 6.5 which aims to “Support growth of Sitka’s independent, cruise-related, and heritage tourism work and enterprises” by giving the owner the ability to more flexibly and creatively develop his lodge operation while still preserving open space.

### **RECOMMENDED MOTIONS**

- 1) I move to approve the conceptual lot merger Lots 3, 4, and 5, Block 1, Middle Island Subdivision in the LI Large Island district. The request is filed by Michael Coady. The owner of record is Michael Coady.
- 2) I move to adopt the findings as listed in the staff report.

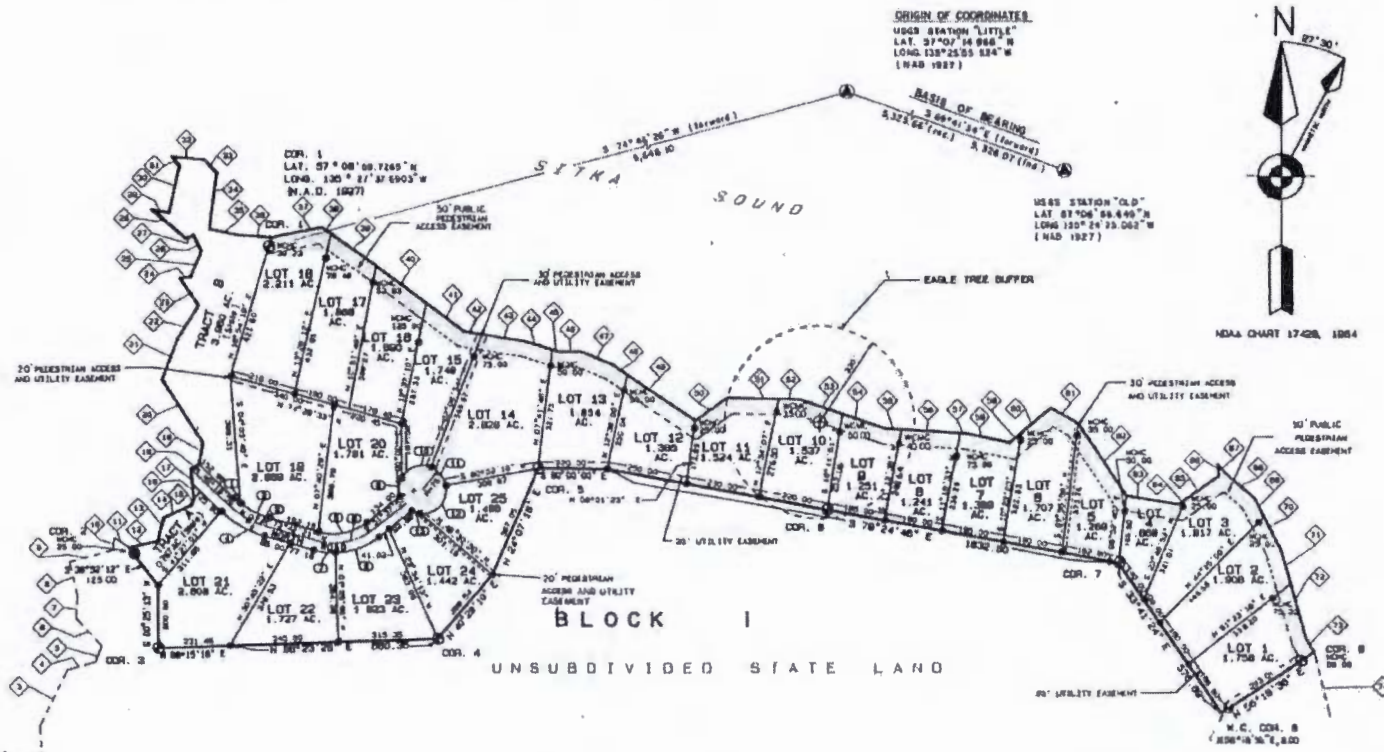
Staff recommends the following findings:

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









THIS PLAT



VICINITY MAP  
USGS QUAD SITKA A-6, 1962  
1" = 1 MILE

TABULATED A.S.L.S. 87-129 BOUNDARY  
① = MEANDER COURSE

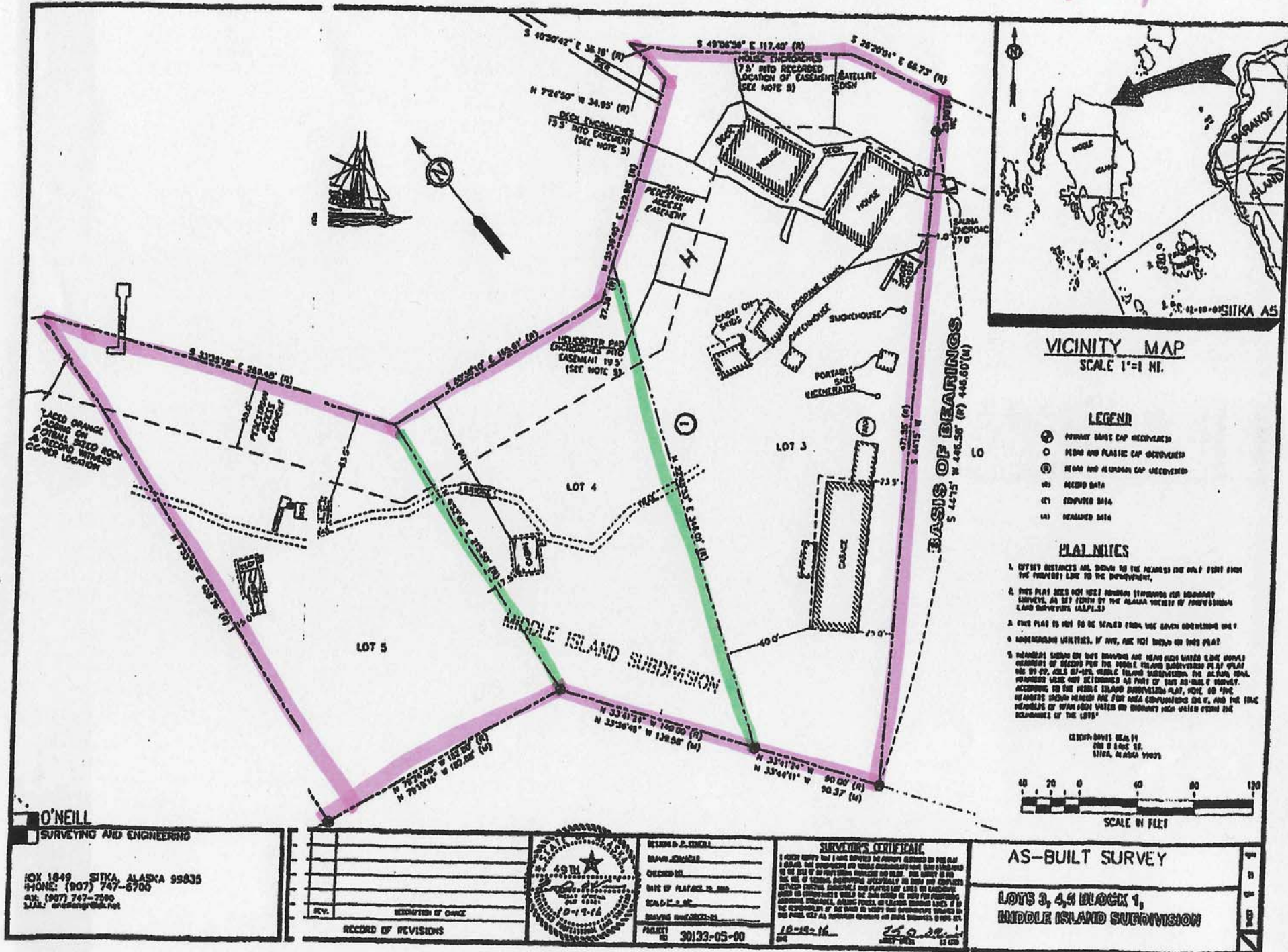
BEARING TREE TABLE  
MIDDLE ISLAND SUBDIVISION  
A.S.L.S. 87-129  
BLOCK NO. 1

COURSE	BEARING	DISTANCE	REMARKS
1	N 30° 22' 38" E	286.95	
2	N 02° 48' 51" W	350.29	
3	N 28° 33' 54" E	203.25	
4	N 74° 28' 29" E	88.41	
5	N 01° 46' 05" E	82.86	
6	N 11° 38' 11" E	120.42	
7	N 04° 08' 48" E	79.18	
8	N 12° 48' 15" W	119.83	
9	N 75° 33' 56" E	144.51	
10	N 07° 37' 30" E	46.31	
11	N 56° 15' 25" E	54.08	
12	N 77° 08' 18" E	62.85	
13	N 14° 05' 33" E	77.65	
14	N 68° 02' 19" E	98.46	
15	N 28° 30' 54" E	138.39	
16	N 06° 45' 26" W	46.83	
17	N 08° 45' 38" W	46.88	
18	N 38° 14' 11" E	31.09	
19	N 88° 48' 28" E	88.43	
20	N 33° 43' 24" W	224.26	
21	N 71° 48' 05" E	124.63	
22	N 38° 41' 34" E	128.18	
23	N 38° 19' 08" W	124.54	
24	N 81° 52' 13" E	36.88	
25	N 22° 37' 48" E	87.32	
26	N 88° 48' 28" W	88.43	
27	N 08° 11' 08" W	36.88	
28	N 38° 41' 34" E	128.18	
29	N 38° 19' 08" W	124.54	
30	N 81° 52' 13" E	36.88	
31	N 22° 37' 48" E	87.32	
32	N 88° 48' 28" W	88.43	
33	N 08° 11' 08" W	36.88	
34	N 38° 41' 34" E	128.18	
35	N 38° 19' 08" W	124.54	
36	N 81° 52' 13" E	36.88	
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123	N 08° 11' 08" W	36.88	
124	N 38° 41' 34" E	128.18	
125	N 38° 19' 08" W	124.54	
126	N 81° 52' 13" E	36.88	
127	N 22° 37' 48" E	87.32	
128	N 88° 48' 28" W	88.43	
129	N 08° 11' 08" W	36.88	
130	N 38° 41' 34" E	128.18	
131	N 38° 19' 08" W	124.54	
132	N 81° 52' 13" E	36.88	
133	N 22° 37' 48" E	87.32	
134	N 88° 48' 28" W	88.43	
135	N 08° 11' 08" W	36.88	
136	N 38° 41' 34" E	128.18	
137	N 38° 19' 08" W	124.54	
138	N 81° 52' 13" E	36.88	
139	N 22° 37' 48" E	87.32	
140	N 88° 48' 28" W	88.43	
141	N 08° 11' 08" W	36.88	
142	N 38° 41' 34" E	128.18	
143	N 38° 19' 08" W	124.54	
144	N 81° 52' 13" E	36.88	
145	N 22° 37' 48" E	87.32	
146	N 88° 48' 28" W	88.43	
147	N 08° 11' 08" W	36.88	
148	N 38° 41' 34" E	128.18	
149	N 38° 19' 08" W	124.54	
150	N 81° 52' 13" E	36.88	
151	N 22° 37' 48" E	87.32	
152	N 88° 48' 28" W	88.43	
153	N 08° 11' 08" W	36.88	
154	N 38° 41' 34" E	128.18	
155	N 38° 19' 08" W	124.54	
156	N 81° 52' 13" E	36.88	
157	N 22° 37' 48" E	87.32	
158	N 88° 48' 28" W	88.43	
159	N 08° 11' 08" W	36.88	
160	N 38° 41' 34" E	128.18	
161	N 38° 19' 08" W	124.54	
162	N 81° 52' 13" E	36.88	
163	N 22° 37' 48" E	87.32	
164	N 88° 48' 28" W	88.43	
165	N 08° 11' 08" W	36.88	
166	N 38° 41' 34" E	128.18	
167	N 38° 19' 08" W	124.54	
168	N 81° 52' 13" E	36.88	
169	N 22° 37' 48" E	87.32	
170	N 88° 48' 28" W	88.43	
171	N 08° 11' 08" W	36.88	
172	N 38° 41' 34" E	128.18	
173	N 38° 19' 08" W	124.54	
174	N 81° 52' 13" E	36.88	
175	N 22° 37' 48" E	87.32	
176	N 88° 48' 28" W	88.43	
177	N 08° 11' 08" W	36.88	
178	N 38° 41' 34" E	128.18	
179	N 38° 19' 08" W	124.54	
180	N 81° 52' 13" E	36.88	
181	N 22° 37' 48" E	87.32	
182	N 88° 48' 28" W	88.43	
183	N 08° 11' 08" W	36.88	
184	N 38° 41' 34" E	128.18	
185	N 38° 19' 08" W	124.54	
186	N 81° 52' 13" E	36.88	
187	N 22° 37' 48" E	87.32	
188	N 88° 48' 28" W	88.43	
189	N 08° 11' 08" W	36.88	
190	N 38° 41' 34" E	128.18	
191	N 38° 19' 08" W	124.54	
192	N 81° 52' 13" E	36.88	
193	N 22° 37' 48" E	87.32	
194	N 88° 48' 28" W	88.43	
195	N 08° 11' 08" W	36.88	
196	N 38° 41' 34" E	128.18	
197	N 38° 19' 08" W	124.54	
198	N 81° 52' 13" E	36.88	
199	N 22° 37' 48" E	87.32	
200	N 88° 48' 28" W	88.43	

	ADJUSTMENT	BY	DATE	BY	REMARKS	DIST
B1 THRU 140	COR 1	1	10° 30' 00" E	N 20° 30' 00" E	7.1	
		2	8° 30' 00" E	N 30° 30' 00" E	33.7	
		3	18° 30' 00" E	N 27° 00' 00" E	52.8	
		4	14° 18' 00" E	N 27° 00' 00" E	32.2	
B1 THRU 140	COR 2	1	30° 30' 00" E	N 27° 00' 00" E	30.6	
B1 THRU 140	COR 3	1	12° 30' 00" E	N 20° 30' 00" E	14.5	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
		3	12° 30' 00" E	N 20° 30' 00" E	32.8	
		4	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 4	1	12° 30' 00" E	N 20° 30' 00" E	14.5	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 5	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 6	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 7	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 8	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 9	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 10	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 11	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 12	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 13	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 14	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 15	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 16	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 17	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 18	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 19	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 20	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 21	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 22	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 23	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 24	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 25	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 26	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 27	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 28	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 29	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 30	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 31	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 32	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 33	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 34	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 35	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 36	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 37	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 38	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 39	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 40	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 41	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 42	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 43	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 44	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 45	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 46	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 47	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 48	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 49	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 50	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 51	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 52	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 53	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 54	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 55	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 56	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 57	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 58	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 59	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 60	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 61	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 62	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 63	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 64	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 65	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 66	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 67	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 68	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 69	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 70	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 71	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 72	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 73	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 74	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 75	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 76	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 77	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 78	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 79	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 80	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 81	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 140	COR 82	1	12° 30' 00" E	N 20° 30' 00" E	32.8	
		2	12° 30' 00" E	N 20° 30' 00" E	32.8	
B1 THRU 						



GREEN lines existing property lines Pink New Property







**CITY AND BOROUGH OF SITKA**  
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT  
SUPPLEMENTAL APPLICATION FORM  
PLAT APPLICATION

**APPLICATION FOR**

- ☐ MAJOR SUBDIVISION/PLANNED UNIT DEVELOPMENT  
☐ MINOR SUBDIVISION/HYBRID SUBDIVISION  
☒ SUBDIVISION REPLAT/LOT MERGER/EASEMENT AMENDMENT  
☐ BOUNDARY LINE ADJUSTMENT

**ANALYSIS:** (Please address each item in regard to your proposal)

- SITE/DIMENSIONS/TOPOGRAPHY: "TOPO" Heavily wooded. LOTS 4-5  
Lot 3 - cleared.
- EXISTING UTILITIES AND UTILITY ROUTES: NA
- PROPOSED UTILITIES AND UTILITY ROUTES: NA
- ACCESS, ROADS, TRANSPORTATION, AND MOBILITY: NA
- IMPACT OF PROPOSAL ON ANY EXISTING EASEMENTS: NONE
- PUBLIC HEALTH, SAFETY, AND WELFARE: NONE
- ACCESS TO LIGHT AND AIR: NONE.

COADY

Last Name

1-29-20

Date Submitted

LOT 3-4-5 Block 1

Project Address

• ORDERLY AND EFFICIENT LAYOUT AND DEVELOPMENT: NA

• DESCRIBE ALL EXISTING STRUCTURES, THEIR USE, AND PROXIMITY TO PROPOSED PROPERTY LINES:

• EXISTENCE OF ANY ENCROACHMENTS: NONE

• AVAILABILITY OF REQUIRED PARKING: NA

• SUMMARY OF PROPOSED EASEMENT AGREEMENTS OR COVENANTS:

ANY ADDITIONAL COMMENTS Consolidation of lots 3-4-5 Block 1  
into 1 Large lot

Michael COADY  
Applicant

1-29-20  
Date

COADY  
Last Name

1-29-20  
Date Submitted

LOT-3-4-5 Block 1  
Project Address





# CITY AND BOROUGH OF SITKA

## PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT

### GENERAL APPLICATION FORM

- Applications must be deemed complete at least TWENTY-ONE (21) days in advance of next meeting date.
- Review guidelines and procedural information.
- Fill form out completely. No request will be considered without a completed form.
- Submit all supporting documents and proof of payment.

#### APPLICATION FOR:

☐

VARIANCE

☐

CONDITIONAL USE

☐

ZONING AMENDMENT

☒

PLAT/SUBDIVISION

BRIEF DESCRIPTION OF REQUEST: Consolidation of lots 3-4-5 Block 1  
into "1" LOT

#### PROPERTY INFORMATION:

CURRENT ZONING: Large Island PROPOSED ZONING (if applicable): \_\_\_\_\_

CURRENT LAND USE(S): LODGE PROPOSED LAND USES (if changing): \_\_\_\_\_

#### APPLICANT INFORMATION:

PROPERTY OWNER: Michael Coady

PROPERTY OWNER ADDRESS: 251 WINDY LN Rockwell TX 75087

STREET ADDRESS OF PROPERTY: LOT 3-4-5 Block 1

APPLICANT'S NAME: Michael Coady

MAILING ADDRESS: 251 WINDY LN Rockwell TX 75087

EMAIL ADDRESS: MC Coady@yahoo.com DAYTIME PHONE: 972 989 9025

#### PROPERTY LEGAL DESCRIPTION:

TAX ID: 49201003 LOT: 3-4-5 BLOCK: 1 TRACT: /

SUBDIVISION: Middle Island US SURVEY: \_\_\_\_\_

Coady  
Last Name

1-29-20  
Date Submitted

LOT 3-4-5 Block 1  
Project Address



## REQUIRED INFORMATION:

### For All Applications:

- ☐ Completed General Application form
- ☐ Supplemental Application (Variance, CUP, Plat, Zoning Amendment)
- ☐ Site Plan showing all existing and proposed structures with dimensions and location of utilities
- ☐ Floor Plan for all structures and showing use of those structures
- ☐ Copy of Deed (find in purchase documents or at Alaska Recorder's Office website)
- ☐ Copy of current plat (find in purchase documents or at Alaska Recorder's Office website)
- ☐ Site photos showing all angles of structures, property lines, street access, and parking – emailed to [planning@cityofsitka.org](mailto:planning@cityofsitka.org) or printed in color on 8.5" x 11" paper
- ☐ Proof of filing fee payment

### For Marijuana Enterprise Conditional Use Permits Only:

- ☐ AMCO Application

### For Short-Term Rentals and B&Bs:

- ☐ Renter Informational Handout (directions to rental, garbage instructions, etc.)

## CERTIFICATION:

I hereby certify that I am the owner of the property described above and that I desire a planning action in conformance with Sitka General Code and hereby state that all of the above statements are true. I certify that this application meets SCG requirements to the best of my knowledge, belief, and professional ability. I acknowledge that payment of the review fee is non-refundable, is to cover costs associated with the processing of this application, and does not ensure approval of the request. I understand that public notice will be mailed to neighboring property owners and published in the Daily Sitka Sentinel. I understand that attendance at the Planning Commission meeting is required for the application to be considered for approval. I further authorize municipal staff to access the property to conduct site visits as necessary. I authorize the applicant listed on this application to conduct business on my behalf.

Michael Coady

Owner

1-29-20

Date

Owner

Date

I certify that I desire a planning action in conformance with Sitka General Code and hereby state that all of the above statements are true. I certify that this application meets SCG requirements to the best of my knowledge, belief, and professional ability. I acknowledge that payment of the review fee is non-refundable, is to cover costs associated with the processing of this application, and does not ensure approval of the request.

Applicant (If different than owner)

Date

Coady

Last Name

1-29-20

Date Submitted

Lot 3-4-5 Block 1

Project Address



# City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

*Coast Guard City, USA*

## **Planning and Community Development Department**

### **AGENDA ITEM:**

Case No: CUP 20-01  
Proposal: Request for short-term rental at Eliason Harbor Stall T3-08  
Applicant: Cameo Padilla/Brooks Areson  
Owner: Cameo Padilla  
Location: Eliason Harbor Stall T3-08  
Legal: ATS 1496  
Zone: P – Public Lands District  
Size: Vessel/stall  
Parcel ID: 1-5409-000  
Existing Use: Commercial/Marine  
Adjacent Use: Commercial/Marine/Liveaboards  
Utilities: Type I septic system, vessel utilities, municipal electric and water  
Access: Dock – Eliason & Thomsen Harbor Parking Lot

### **KEY POINTS AND CONCERNS:**

- Conditional use permits run with the location and the boat. Any change to either and the permit is void. The owners/applicants held a conditional use permit for their vessel F/V Morning Glass (CUP 18-09) and are now seeking a new permit given the change in vessel and slip. Further, to clarify, should the F/V Equinox be sold, the CUP will expire since the boat will have to be moved per harbor policy.
- Port and Harbors recommended approval at their meeting on 2/12/20.

### **RECOMMENDATION:**

Staff recommends approval of the STR on the F/V Equinox at Eliason Harbor stall T3-08 given that the applicants have shown to be responsible permit holders in the past, the proposal has been recommended for approval by the Ports & Harbors Commission, and the proposal is consistent with the joint Harbor & Planning STR Plan.

## **ATTACHMENTS**

Attachment A: Aerial

Attachment B: Vessel Layout

Attachment C: Photos

Attachment D: Renter Handout

Attachment E: Applicant Materials & Inspection Reports

## **BACKGROUND/PROJECT DESCRIPTION**

The request is for a conditional use permit for a short-term rental on a boat at slip T3-08 in Eliason Harbor on the F/V Equinox. This is a commercial vessel that could accommodate up to 6 people for STR purposes. Per the provided vessel layout, the vessel is 53' long with a living space, kitchen/cooking facilities, and three guest rooms, and two heads.

The owners run a long-range tour and site-seeing business from the vessel. The use of the vessel for short-term rentals is to fill in vacancies during tours and for the shoulder seasons. The owners previously had a conditional use permit for the F/V Morning Glass in Eliason Harbor under CUP 18-09. The owners were up to date on their conditions of approval and reporting requirements.

Per the Joint Harbors and Planning “Short-Term Rentals on Boats” plan (2017), there are particular restrictions and process around short-term rentals in the harbor system. First, there is a cap on the number of STR’s in the harbors – 2 in each harbor and 10 total in the system. This request does not exceed the total of 2 STRs operating in Eliason Harbor. Second, requests must be reviewed by Ports & Harbors prior to Planning Commission consideration. The Ports & Harbors Commission reviewed this request at their 2/12/20 meeting and approved it by a vote of 4-1. Third, the permit is specific to both the vessel and the slip; if either changes, a new permit must be sought. This effectively means that the permit does not run with the vessel if it changes hands or location. Per harbor policy, transfer in ownership requires the vessel be moved/the slip re-applied for. The applicants have followed this restriction in seeking a new permit for their newly acquired vessel.

### ***22.16.020 Public Lands District***

The P zoning district may allow short-term rentals in harbors as a conditional use subject to the ability to mitigate any adverse effects to nonexistent or minimal and reasonable for the zone and in harmony with surrounding land uses.<sup>1</sup>

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<sup>1</sup> Table 22.16.015-1



## **ANALYSIS**

### **1. CRITERIA TO BE USED IN DETERMINING THE IMPACT OF CONDITIONAL USES.<sup>2</sup>**

**a. Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses:**

The vessel can accommodate up to 6 people. The location is in the middle of the harbor and requires a moderate walk. Public parking could be taken up, impacting residents and commercial uses. However, given the harbor's proximity to town and shopping centers, the applicant's have found that many guests do not rent a vehicle.

**b. Amount of noise to be generated and its impacts on surrounding land use:** Same amount of noise to slightly more as owner-occupied, but visitors/guests will be on vacation and it is common that hotel or other transient guests can be louder than long-term renters.

**c. Odors to be generated by the use and their impacts:** None more than current harbor uses are expected.

**d. Hours of operation:** Year-round.

**e. Location along a major or collector street:** Boat accessed at Eliason Harbor.

**f. Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario:** No concerns.

**g. Effects on vehicular and pedestrian safety:** Renters may be unfamiliar with the harbor/boating environment. Potential impacts can be mitigated by the owners providing safety orientation, walk through, and careful selection of tenants.

**h. Ability of the police, fire, and EMS personnel to respond to emergency calls on the site:** Same ability as if the boat was owner-occupied.

**i. Logic of the internal traffic layout:** Deck space, living/dining space, kitchen/cooking facilities, 3 berths, 2 heads.

**j. Effects of signage on nearby uses:** No proposed signage.

**k. Presence of existing or proposed buffers on the site or immediately adjacent the site:** No buffers. Adjacent uses could be impacted.

**l. Relationship of the proposed conditional use to the goals, policies, and objectives of the Comprehensive Plan:** Conforms to Comprehensive Plan Economic Development Action ED 6.5 which aims to "Support growth of Sitka's independent, cruise-related, and heritage tourism work

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<sup>2</sup> § 22.24.010.E

and enterprises,” by allowing the applicant’s to make their long-range tour business more sustainable, and provide a unique lodging experience to visitors.

**m. Other criteria that surface through public comments or planning commission review:** The Harbormaster has indicated that waste disposal and noise/disturbance could impact other harbor users. However, the applicants have so far proven to be responsive stewards of their permit and have managed the impacts accordingly.

The Planning Commission has previously discussed concern that short-term rentals may reduce the availability and affordability of long-term rentals.

### **RECOMMENDATION**

It is recommended that the Planning Commission adopt the staff analysis and required findings as found in the staff report and grant the requested conditional use permit subject to attached conditions of approval.

.....

### **RECOMMENDED MOTIONS:**

- 1) I move to approve the conditional use permit for a short-term rental located on the F/V Equinox in Eliason Harbor T3-08 in the P Public lands zone. The property is also known as a portion of ATS 1496. The application is filed by Cameo Padilla. The owners of record are Brooks T. Areson and Cameo Padilla.**

Conditions of Approval:

1. Notification of renter on board vessel to Port and Harbor Department
2. Must pay live aboard harbor fees
3. \$100 Port and Harbors Annual short-term rental fee
4. The facility shall be operated in compliance with harbor regulations concerning sewage disposal and all other matters.
5. The facility shall be operated consistent with the application and plans that were submitted with the request.
6. The facility shall be operated in accordance with the narrative that was submitted with the application.
7. The applicant shall submit an annual report every year to the Planning Commission and the Port and Harbors Commission, summarizing the number of nights the facility has been rented each year.
8. The Planning Commission and/or the Port and Harbors Commission, at their discretion and upon receipt of a meritorious complaint, may schedule a public hearing at any time for the purpose of resolving issues with the request and mitigating adverse impacts on nearby properties.

9. 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.
10. The property owner shall register for a sales account prior to the Conditional Use Permit becoming valid.
11. The property owner shall provide orientation information to all renters, which shall cover boat and water safety, ingress and egress, and proper waste disposal.
12. The boat must be approved by the CBS Harbor Department as a live aboard, and appropriate live aboard fees must be paid.
13. Shall comply with all applicable United States Coast Guard regulations regarding pleasure craft.
14. Occupancy shall be limited to a maximum of 6 guests.
15. If the F/V Equinox is sold, harbor policy dictates the vessel must be moved. The CUP runs with the vessel and the stall. If either change, the CUP is not valid for another vessel or location.
16. Failure to comply with any of the above conditions may result in revocation of the conditional use permit.

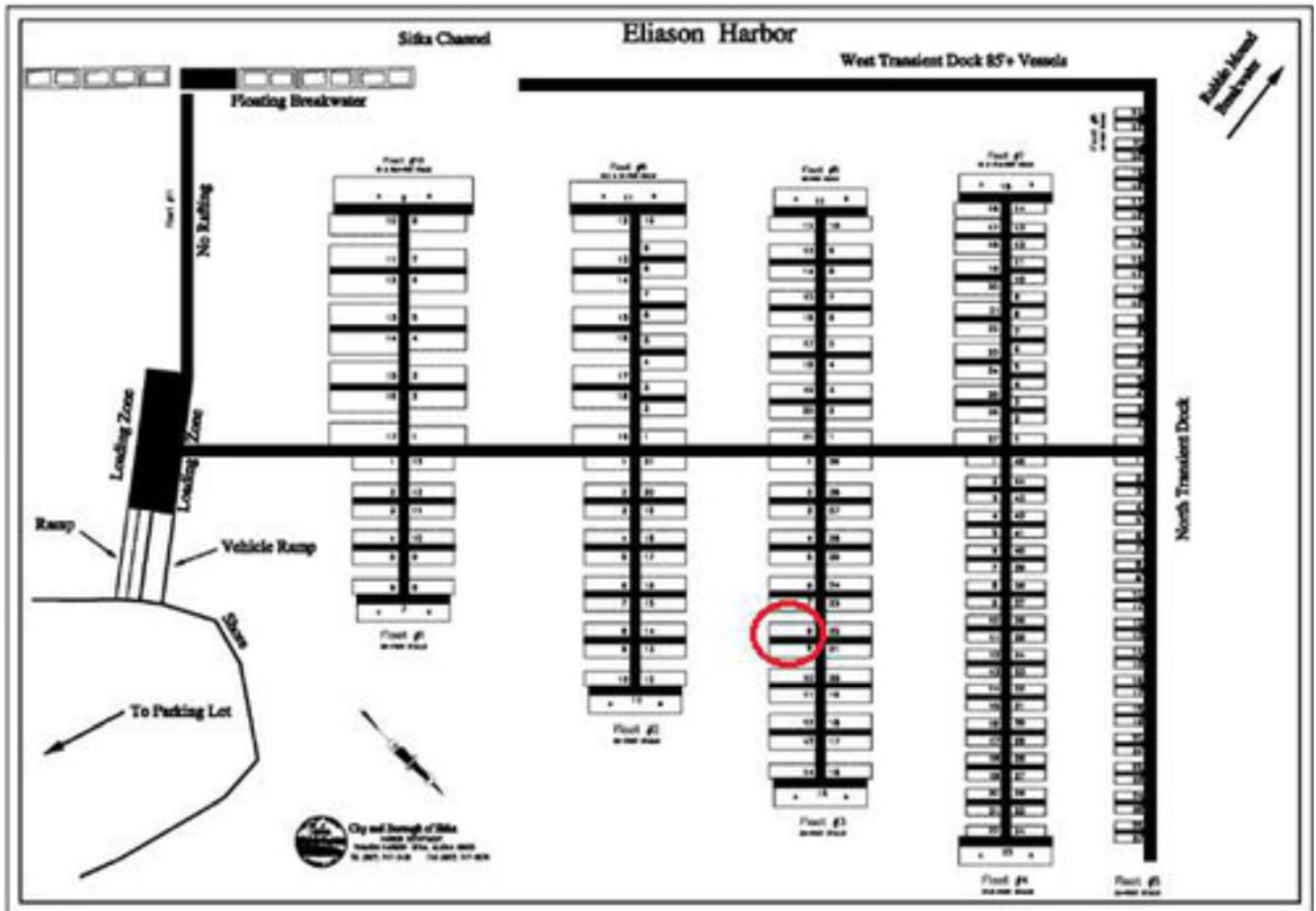
**2) I move to adopt the findings as listed in the staff report.**

The Commission finds that granting the proposed conditional use permit:

- A. Will not be detrimental to the public health, safety, and general welfare, adversely affect the established character of the surrounding vicinity, be injurious to the uses, property, or improvements adjacent to, and in the vicinity of, the site in which the proposed use is to be located;
- B. 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;
- C. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced;
- D. Is consistent with the Short-Term Rental on Boats Plan







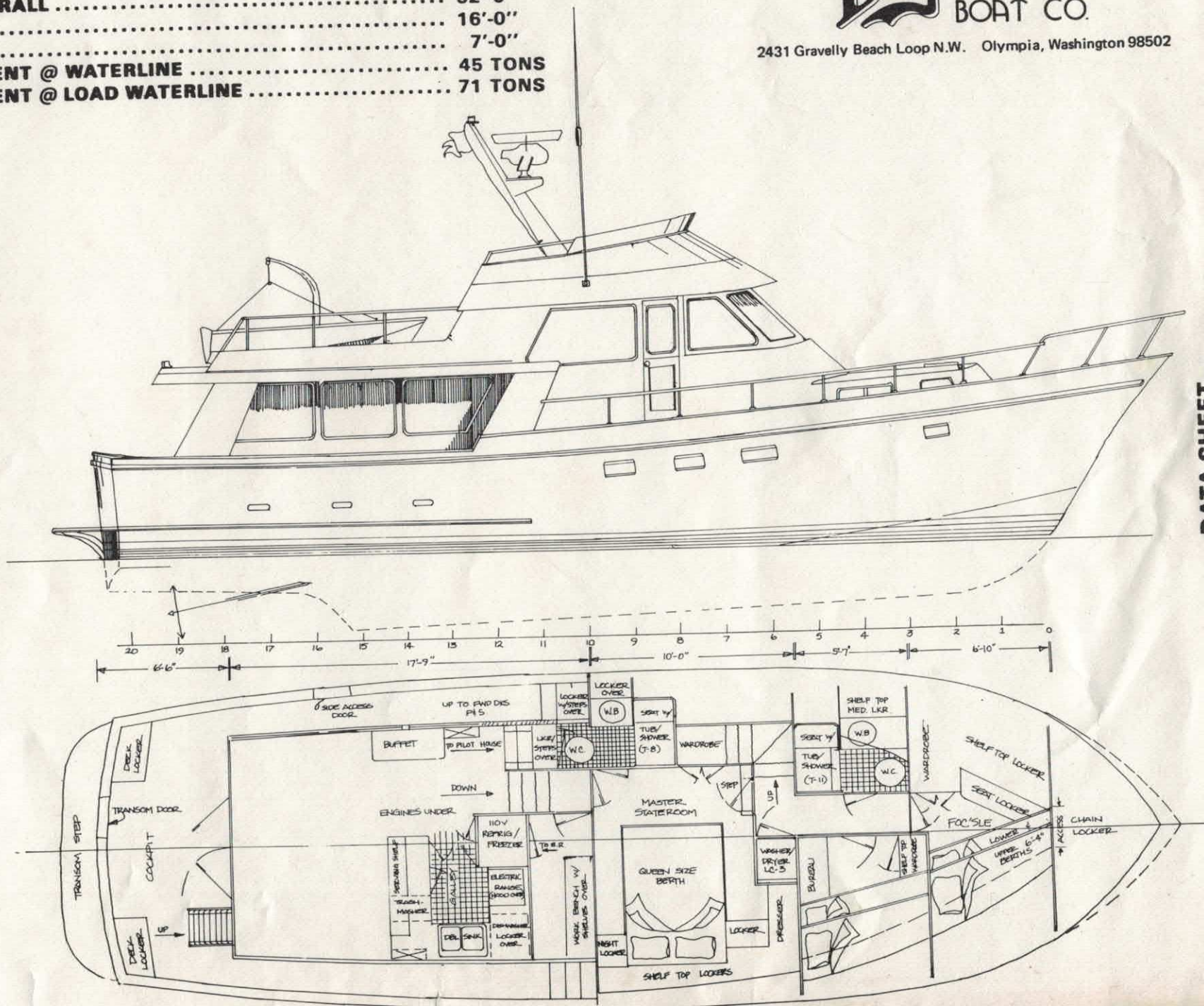
Cameo Padilla – Short-Term Rental  
 Eliason Harbor – T3-08  
 CUP 20-01

# Bigelow

## BOAT CO.

2431 Gravelly Beach Loop N.W. Olympia, Washington 98502

LENGTH OVERALL ..... 52'-0"  
 BEAM ..... 16'-0"  
 DRAFT ..... 7'-0"  
 DISPLACEMENT @ WATERLINE ..... 45 TONS  
 DISPLACEMENT @ LOAD WATERLINE ..... 71 TONS

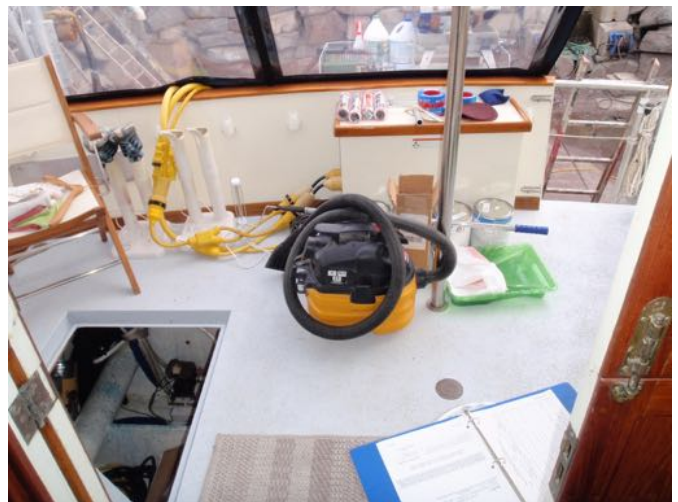




PHOTOGRAPHY















**Cameo**

## **M/V Equinox**

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728 Siginaka Way, Sitka,  
Alaska 99835 US

📞 | 907-738-4736

✉ | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)

# Welcome

## **Welcome: Your Inside Track**

Welcome to the start of your vacation! This guest book will provide you everything you need to know about our boat and community. Along with our area guide you'll also find everything you need to know about Equinox

## **Our Home**

M/V Equinox a liveaboard vessel. Enjoy the cozy comfort of a home on the water with easy access to hiking trails, local shops, and most importantly the sea. Equinox has been a home for over 3 years and has all the creature comforts of tiny living, coupled with all the equipment to enjoy a truly authentic Alaskan adventure!

## **Our Philosophy**

We want you to have an exceptional stay in Sitka on our boat. This is your home for however long you are staying and we hope you'll be relaxed, comfortable and happy. We hope you treat our boat as you would your home and we are available at all times to help and assist you. Welcome!

---

**M/V Equinox**

728 Siginaka Way, Sitka, Alaska 99835 US

907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)

# Arrival Information

## WiFi / Internet Details

---

Sorry - No Wi-fi - it is impossible to get a router and modem hookup on the dock!  
There are several places close by that offer WIFI.

## Access Codes / Instructions

---

I will greet you upon your arrival and hand you the keys to the vessel.

## Check-in Time

---

Check-in time is 3pm-10pm. We can sometimes arrange an early check-in so please contact us if you will arrive early and we'll do our best, without any promises.

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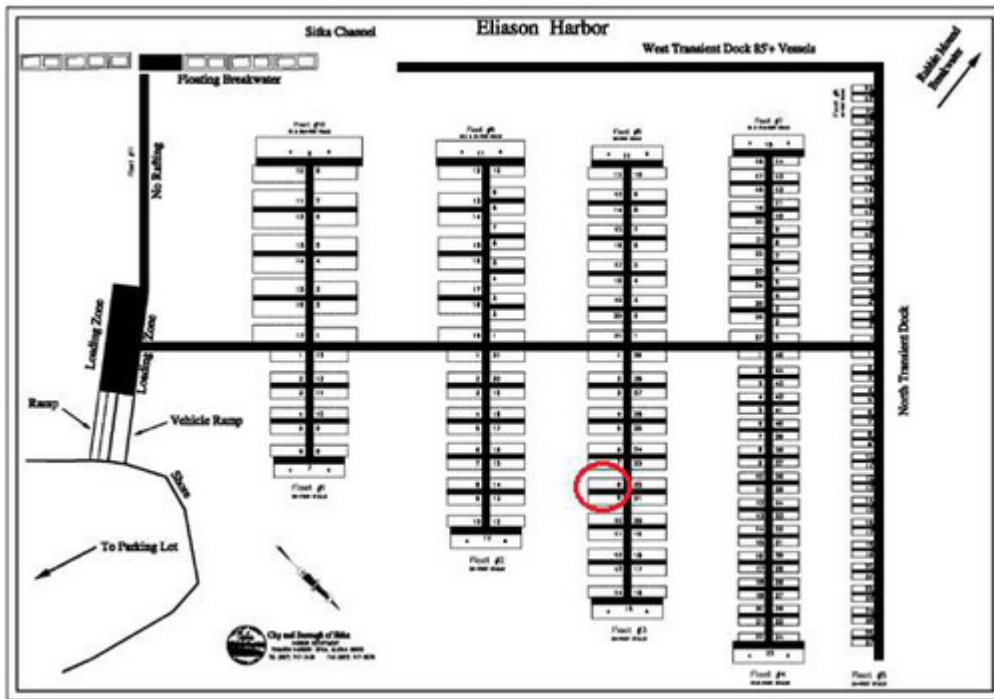
**M/V Equinox**

728 Siginaka Way, Sitka, Alaska 99835 US

907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)

## Directions

---



If you are arriving via car please click the map button at the bottom of your screen. Once on the map you will see the icon. This is the location of the top of the dock at Eliason Harbor. Simply click it and then click "get directions". It will open Google Maps and the end point (the house) will be filled in. You simply need to type in your starting point. When you arrive in at the Harbor follow this map out to the M/V Equinox on finger 3, slip 08.

## Parking

---

There is free parking in the lot at the top of the dock. Most spots are free for 72 hours.

---

### M/V Equinox

728 Siginaka Way, Sitka, Alaska 99835 US

907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)

# Departure Information

## Check-out Process

---

When you leave, please ensure the following simple tasks are done:

- take your garbage to the bins at the top of the dock (we'll take care of your recycling),
- turn the heaters to 4,
- leave used towels on the floor in front of the washer/dryer,
- do the dishes and leave them in the drying rack,
- lock all the doors,
- leave the key with Cameo.

We hope you had a wonderful stay!

## Check-out Time

---

Check-out time is 12pm. If you need later checkout, we will do our best to accommodate you, but please let us know beforehand.

---

**M/V Equinox**

728 Siginaka Way, Sitka, Alaska 99835 US

907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)

# Appliance Instructions / Information

## Electrical

---

Unlike a home, our boat operates with a fixed amount of power - 50Amps. Please be aware when using any electrical devices you brought with you. Hair dryers and similar electrical accessories use a lot of power and if the heater, dehumidifier, and hair dryer all operating at full power at the same time, you may exceed our 50Amp capacity and trip the breaker.

If this happens, you need to follow the main yellow power cord at the stern of the boat to the blue power box at the end of the boat stall and switch the 50Amp breaker switch off and then on again.

Without getting too involved in electrolysis, please do not let the yellow power cord rest in the ocean. If you see it drooping into the water, please readjust it.

---

**M/V Equinox**

728 Siginaka Way, Sitka, Alaska 99835 US

907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)



## Galley Stove

---



We have a gas stove and oven. **To light any of the burners:**

- Push and turn the knob clockwise - you will hear the propane flowing.
- Light the burner.
- You can adjust the height of the flame by turning the knob

**To light the oven:**

- Push and turn the knob farthest left to the desired temperature.
- Open the oven door and manually light the pilot light at the bottom

## Heating

---

We have a wall mounted heater in the master cabin, salon, and forward hallway that can be controlled by a simple on/off switch and a dial (1-9). We generally leave the heater on 4 and the internal thermostat will turn the unit on and off accordingly.

---

### M/V Equinox

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907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)



There is also a dehumidifier in the v-berth. The unit puts out a small amount of heat and will automatically turn itself off and on as it regulates the humidity in the boat.

## Hot Water

---

The boat is equipped with an electric hot water heating system and hot water tank. The tank can accommodate a roughly 12 minute hot shower, before needing 20 minutes or so to heat new water up again. The boat holds 500 gallons of water, so you can take a long shower, but please try to conserve water when possible.

## Toilet

---



**ABSOLUTELY NOTHING GOES IN THE TOILET EXCEPT TOILET PAPER AND HUMAN WASTE. NO TYPE OF FEMININE HYGIENE PRODUCT, PAPER TOWELS, HAIR, OR MOIST TOWELETTES.**

**To use the toilet:**

- Ensure there is a bit of water in the bowl by flipping "fill" button to the toilet.

---

## M/V Equinox

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- Do your business.
- Push and hold the "flush and fill" button until all the contents are removed from the bowl. Do not hold this button for more than 15 seconds at a time and wait at least 2 minutes between flushing.
- You will hear the waste treatment system kick in and see a green flashing light on the control panel at the foot of the bed. This is normal and mean we are dealing with waste as we should!

---

### **M/V Equinox**

728 Siginaka Way, Sitka, Alaska 99835 US

907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)

# Enjoying Your Time Inside

## Breakages

---

We understand that sometimes accidents happen! Should you break anything please let us know immediately - if it's minor we usually won't charge. If it's a larger issue (e.g. a window) we would like to agree the cost with you before you leave to avoid any issues later. Thank you.

## Music System

---

The sound system on the boat rocks! We have surround sound and the necessary bass in both the forward and aft cabins. You can connect your device via bluetooth or USB via the cords provided.

A manual for the stereo is with a copy of this welcome book.

## Recycling

---

We recycle!:

- Plastics #1 & #2 - please rinse clean and throw away all lids
- Glass - please rinse clean and throw away all lids
- Tin - please rinse clean and remove the paper label
- Aluminum - please rinse clean

There is a mesh tote on the aft deck for you to throw your recyclables - we will take care of them at the end of your visit.

---

### M/V Equinox

728 Siginaka Way, Sitka, Alaska 99835 US

907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)

## Windows and blinds

---

Please shut the windows, hatches, and fully zip the outside cover before you leave the vessel. If it rains in your absence (and this is Sitka, so it might) the water will run in through the windows.

---

**M/V Equinox**

728 Siginaka Way, Sitka, Alaska 99835 US

907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)



# Enjoying Your Time Outside

## Chairs / Tables

---

There are deck chairs and an outside table stowed on the upper deck. Feel free to use, but please put away if it is raining.

## Grill / BBQ

---

Your grilling supplies are provided!

### To use the charcoal grill:

- Lift the grate;
- Use the stacker to ignite the charcoal;
- Dump the glowing coals into the grill bed;
- put the grate back in place, and enjoy a savory meal!

Please clean the grate as well as you can when done - a wire brush is provided.

## Kayaks

---

If you would like to use the kayaks, please let me know and I will put them in the water for you. We have life jackets and can offer some simple fishing gear if you would like!

---

### M/V Equinox

728 Siginaka Way, Sitka, Alaska 99835 US

907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)

# Rules & Regulations

## Pets

---

No pets please!

## Quiet Times

---

This is a working harbor, with a few residents. Please be respectful and keep loud noise to a minimum after 10pm.

## Smoking Policy

---

No smoking please

---

**M/V Equinox**

728 Siginaka Way, Sitka, Alaska 99835 US

907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)

# Safety Information

## Emergency Phone Numbers

---

For emergency services please immediately call 911.

For any boat alarms or boat concerns at any hour, please contact Cameo at 907-738-4736. Do not hesitate to call me!

## General Safety

---

Boats and harbors can be slippery! Please watch your step when you are transiting the dock and moving around the boat. You are welcome to enjoy and explore anything aboard the Equinox, all other vessels are privately owned, so they are off limits unless you are invited aboard by the owners.

## Location of Fire Extinguisher

---

There are fire extinguishers throughout the boat. A diagram with their locations is in the physical copy of this welcome book. Any cabinet that houses a fire extinguisher is marked so you know a fire extinguisher is inside.

## Location of Gas Shut-off Valve

---

For safety purposes, we have several harmful fume sensors throughout the boat. Some of these are connected to an automatic shut off at the propane tank. If the sensors detect any gas or fumes, the sensors will shut off the flow of propane and the gas stove will stop working.

---

### M/V Equinox

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907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)



There is a sensor control panel on the cabinet above the stove in the galley - if the propane shuts itself off, you will need to wait until the gas or exhaust dissipates and then reset the system.

Please call me if this happens! It is simple to fix, but we want you to have a safe stay on our vessel so we'd like to figure out why the sensor was triggered before we reset it.

## Smoke & Carbon Monoxide Detectors

---

There are smoke/carbon monoxide detectors in all areas of the boat. If it gets particularly smokey when you are cooking the galley, you will likely set off the detector in the salon.

---

**M/V Equinox**

728 Siginaka Way, Sitka, Alaska 99835 US

907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)

# Telephone Numbers You May Need

## Cameo

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Call Cameo anytime at 907-738-4736

---

## M/V Equinox

728 Siginaka Way, Sitka, Alaska 99835 US

907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)

## Bars & Nightlife

### Bayview Restaurant

---

- **Address**
  - 407 Lincoln St, Sitka, AK 99835, USA
- **Phone**
  - [+1 907-747-5300](tel:+1907-747-5300)

### Mean Queen

---

- **Address**
  - 205 Harbor Drive, Sitka, AK, Sitka, AK 99835, USA
- **Phone**
  - [+1 907-747-0616](tel:+1907-747-0616)

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### M/V Equinox

728 Siginaka Way, Sitka, Alaska 99835 US

907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)



# Entertainment & Activities

## VISIT SITKA

---

The [Visit Sitka](#) website has an excellent directory of great Sitka activities! Please check it out!

---

### M/V Equinox

728 Siginaka Way, Sitka, Alaska 99835 US

907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)

# Getting Around

## Bike Rentals

---

You can rent bikes from [Yellow Jersey Cycle Shop](#). Check out their website for rates and their location.

## The Ride

---

[The Ride](#), is our local bus system. Check out their website to see their route and schedule.

---

## M/V Equinox

728 Siginaka Way, Sitka, Alaska 99835 US

907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)

# Grocery Shopping

## Lakeside Grocery

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- **Address**
  - Sitka, AK 99835, USA

## Sea Mart Quality Foods

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- **Address**
  - 9604, 1867 Halibut Point Rd, Sitka, AK 99835, USA
- **Phone**
  - [+1 907-747-6266](tel:+19077476266)

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## M/V Equinox

728 Siginaka Way, Sitka, Alaska 99835 US

907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)

# Restaurants

## Back Door

---

- **Address**
  - 104 Barracks St, Sitka, AK 99835, USA
- **Phone**
  - [+1 907-747-8856](tel:+1907-747-8856)

## Beak

---

- **Address**
  - 2, Lincoln St #1A, Sitka, AK 99835, USA
- **Phone**
  - [+1 907-966-2326](tel:+1907-966-2326)

## Ludvig's Bistro

---

- **Address**
  - 256 Katlian St, Sitka, AK 99835, USA
- **Phone**
  - [+1 907-966-3663](tel:+1907-966-3663)

---

## M/V Equinox

728 Siginaka Way, Sitka, Alaska 99835 US

907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)



## Mean Queen

---

- **Address**
  - 205 Harbor Drive, Sitka, AK, Sitka, AK 99835, USA
- **Phone**
  - [+1 907-747-0616](tel:+19077470616)

## Sitka Hotel & Restaurant

---

- **Address**
  - 118 Lincoln St, Sitka, AK 99835, USA
- **Phone**
  - [+1 907-747-3288](tel:+19077473288)

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## M/V Equinox

728 Siginaka Way, Sitka, Alaska 99835 US

907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)

# Departure Information

## Check-out Process

---

When you leave, please ensure the following simple tasks are done:

- take your garbage to the bins at the top of the dock (we'll take care of your recycling),
- turn the heaters to 4,
- leave used towels on the floor in front of the washer/dryer,
- do the dishes and leave them in the drying rack,
- lock all the doors,
- leave the key with Cameo.

We hope you had a wonderful stay!

## Check-out Time

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Check-out time is 12pm. If you need later checkout, we will do our best to accommodate you, but please let us know beforehand.

---

**M/V Equinox**

728 Siginaka Way, Sitka, Alaska 99835 US

907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)

## Please Stay in Touch

### Leave Us a Review

---

We hope you had a lovely stay with us. If you did, then we'd really appreciate it if you could leave us an online review with Airbnb.

### Looking to Book Again?

---

If you enjoyed your stay and would like to rebook, we look forward to having you again!

---

### M/V Equinox

728 Siginaka Way, Sitka, Alaska 99835 US

907-738-4736 | [cameodawn@gmail.com](mailto:cameodawn@gmail.com)

# Equinox Short-Term Rental Plan

**Equinox O/N 641108**

**Owners: Brooks Areson and Cameo Padilla**

**PO Box 1356, Sitka AK 99835**

**907-738-4736, cameodawn@gmail.com**

**Eliason Harbor: T3-08**

## **Property Description:**

The vessel is arranged with a raised foredeck that carries a trunk cabin and drops 36" in three steps to protected side decks that are unbroken to the sheltered cockpit. The flybridge is arranged atop of the pilot house, and is reached by way of a ladder from the boat deck, which in turn is reached by an interior stair from the pilothouse. Foremost below decks is a chain locker, aft is a forward stateroom with raised single berths outboard, cabinets and drawers beneath, a seat locker forward, and a skylight hatch overhead. Aft, through a hinged door, is a passage with an enclosed head with marine toilet, sink, and molded FRP shower to Port, and to Starboard a second enclosed stateroom with raised double berth, cabinetry and drawers beneath and a hanging locker forward.

Aft to Port is a curved stair to the pilothouse, and aft is a door and step down to the master stateroom, which features a queen island berth with drawers beneath to Starboard, a hanging locker to Port, aft of which is an enclosed head with marine toilet, sink, and a tiled shower. Aft, through a hinged door, are stairs up to the main salon and galley, as well as a door to Starboard opening to a small shop, which in turn has a low door opening to the engine compartment.

The salon / galley is largely open to Port, with a small bookshelf and couch. To Starboard is a U-shaped galley with refrigerator, stove, and combo washer / dryer forward, a large sink outboard, a skylight overhead, and a counter aft. Aft is a dining table, in the aft corner a cabin heater, and centered aft are double hinged Teak doors to the cockpit. This area is sheltered by an overhang of the boat deck and is fully enclosed along with the cabin side decks with isinglass weather canvas. There are two flush hatches in the sole for access to stowage, the steering system, and other systems. A boarding door opens to the integral boarding platform, which is surrounded by a sturdy stainless railing, has storage beneath a small hatch, and a crab pot davit mounted to Starboard.

The pilothouse has the helm centered on a full console with electrical panels and ample interior storage, the stair to forward cabins to Port, aft are hinged doors to the forwards side decks, aft to Port stairs down to the salon, inboard and aft stairs up and through a scuttle with hinged door to the boat deck, to Starboard and aft a raised settee with a large ledge aft that is suitable for single berthage. The boat deck, which extends aft over the cockpit, is fully enclosed by railings, has a life raft, a boat davit and the



ship's tender in chocks to Port, and is open to Starboard, with a second boat davit outboard. Up a few steps is the flybridge, also enclosed by railings, with a control console forward and a small chest freezer plus seating that includes a propane locker to Starboard and aft. A folding aluminum mast carries antennas, the radar, etc.

### **Basic Operations:**

#### **Date to Begin Operations: April 1, 2020**

- Advertise Vessel on Airbnb, entire boat, no more than one group per stay, 5 person max, 3 day minimum stay
  - o Vessel will remain at dock and lodgers will not have ability to start engine
  - o Hatches to engine compartment will be locked
  - o Vessel is equipped with a Type I marine sanitation system
  - o All pumps, except emergency bilge pumps, will be disengaged while vessel is at dock
- Maintenance, cleaning, upkeep provided by owners
- Business License under jointly held LLC by owners
- Primary use of vessel is a residence for the owners and as a private charter vessel from April to September. Airbnb guests will be welcomed when vessel is not otherwise being commercially operated, primarily from May – September.
- Parking will be in the public lot at the top of the dock, but we anticipate most of our clientele will not require a vehicle given the proximity to downtown

### **Short-Term Rental Requirements:**

**Vessel Inspection: September 2019 – Survey attached**

**Business License with State: Equinox**

**Business License with City: Existing under Morning Glass Fisheries, LLC**

- Quarterly Sales Tax
- Bed Tax



# CITY AND BOROUGH OF SITKA

## PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT GENERAL APPLICATION FORM

- Applications must be deemed complete at least **TWENTY-ONE (21)** days in advance of next meeting date.
- Review guidelines and procedural information.
- Fill form out completely. No request will be considered without a completed form.
- Submit all supporting documents and proof of payment.

### APPLICATION FOR:

☐

VARIANCE

☒

CONDITIONAL USE

☐

ZONING AMENDMENT

☐

PLAT/SUBDIVISION

**BRIEF DESCRIPTION OF REQUEST:** Transfer conditional use permit for Cameo Padilla and Brooks Areson from the F/V Morning Glass to the F/V Equinox (formerly the Danasea)

### PROPERTY INFORMATION:

CURRENT ZONING: Public Zone PROPOSED ZONING (if applicable): \_\_\_\_\_

CURRENT LAND USE(S): \_\_\_\_\_ PROPOSED LAND USES (if changing): \_\_\_\_\_

### APPLICANT INFORMATION:

PROPERTY OWNER: Brooks Areson and Cameo Padilla

PROPERTY OWNER ADDRESS: T3-08 Eliason Harbor, Sitka, AK 99835

STREET ADDRESS OF PROPERTY: T3-08 Eliason Harbor, Sitka, AK 99835

APPLICANT'S NAME: Cameo Padilla

MAILING ADDRESS: PO Box 1356, Sitka, AK 99835

EMAIL ADDRESS: cameodawn@gmail.com DAYTIME PHONE: 907-738-4736

### PROPERTY LEGAL DESCRIPTION:

TAX ID: \_\_\_\_\_ LOT: \_\_\_\_\_ BLOCK: \_\_\_\_\_ TRACT: \_\_\_\_\_

SUBDIVISION: \_\_\_\_\_ US SURVEY: \_\_\_\_\_

Padilla

Last Name

Date Submitted

3-08 Eliason Harbor

Project Address

## REQUIRED INFORMATION:

### For All Applications:

- ☒ Completed General Application form
- ☒ Supplemental Application (Variance, CUP, Plat, Zoning Amendment)
- ☐ Site Plan showing all existing and proposed structures with dimensions and location of utilities
- ☐ Floor Plan for all structures and showing use of those structures
- ☒ Copy of Deed (find in purchase documents or at Alaska Recorder's Office website)
- ☐ Copy of current plat (find in purchase documents or at Alaska Recorder's Office website)
- ☐ Site photos showing all angles of structures, property lines, street access, and parking – emailed to [planning@cityofsitka.org](mailto:planning@cityofsitka.org) or printed in color on 8.5" x 11" paper
- ☐ Proof of filing fee payment

### For Marijuana Enterprise Conditional Use Permits Only:

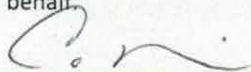
- ☐ AMCO Application

### For Short-Term Rentals and B&Bs:

- ☒ Renter Informational Handout (directions to rental, garbage instructions, etc.)

## CERTIFICATION:

I hereby certify that I am the owner of the property described above and that I desire a planning action in conformance with Sitka General Code and hereby state that all of the above statements are true. I certify that this application meets SCG requirements to the best of my knowledge, belief, and professional ability. I acknowledge that payment of the review fee is non-refundable, is to cover costs associated with the processing of this application, and does not ensure approval of the request. I understand that public notice will be mailed to neighboring property owners and published in the Daily Sitka Sentinel. I understand that attendance at the Planning Commission meeting is required for the application to be considered for approval. I further authorize municipal staff to access the property to conduct site visits as necessary. I authorize the applicant listed on this application to conduct business on my behalf.



Owner

1-10-20

Date



Owner

1-10-20

Date

I certify that I desire a planning action in conformance with Sitka General Code and hereby state that all of the above statements are true. I certify that this application meets SCG requirements to the best of my knowledge, belief, and professional ability. I acknowledge that payment of the review fee is non-refundable, is to cover costs associated with the processing of this application, and does not ensure approval of the request.

Applicant (if different than owner)

Date

Padilla

Last Name

3-08 Eliason Harbor

Date Submitted

Project Address





**CITY AND BOROUGH OF SITKA**  
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT  
SUPPLEMENTAL APPLICATION FORM  
CONDITIONAL USE PERMIT

**APPLICATION FOR**

- ☐ MARIJUANA ENTERPRISE  
☒ SHORT-TERM RENTAL OR BED AND BREAKFAST  
☐ OTHER: \_\_\_\_\_

**CRITERIA TO DETERMINE IMPACT – SGC 22.24.010(E)** (Please address each item in regard to your proposal)

- **Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses:**  
Minimal. Maximum of one vehicle per group stay. In past experience, guests chose to not rent a vehicle at all and just walked to and from Airbnb rental.
- **Amount of noise to be generated and its impacts on surrounding land use:**  
No excessive noise generated. Airbnb is in a working harbor any noise generated by guests will be less than the noise generated by commercial/sport fishing operations.
- **Odors to be generated by the use and their impacts:**  
No odors will be created.
- **Hours of operation:** 24 hours per day. Guests will stay on vessel overnight.
- **Location along a major or collector street:**
- **Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario:** It is possible that guests will access the rental through the skate park, but as downtown is in the other direction that is unlikely.
- **Effects on vehicular and pedestrian safety:**  
None.

Padilla

Last Name

Date Submitted

T3-08 Eliason Harbor

Project Address

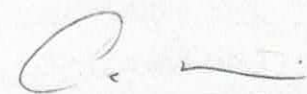


- Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: \_\_\_\_\_  
Eliason Harbor is a public zone, emergency services have ready access.  
\_\_\_\_\_
- Logic of the internal traffic layout: N/A  
\_\_\_\_\_  
\_\_\_\_\_
- Effects of signage on nearby uses: N/A  
\_\_\_\_\_  
\_\_\_\_\_
- Presence of existing or proposed buffers on the site or immediately adjacent the site: N/A  
\_\_\_\_\_  
\_\_\_\_\_
- Relationship if the proposed conditional use is in a specific location to the goals, policies, and objectives of the comprehensive plan (CITE SPECIFIC SECTION AND EXPLAIN): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Other criteria that surface through public comments or planning commission review (odor, security, safety, waste management, etc.): \_\_\_\_\_  
Waste is managed through a Type I septic system. This system neutralizes waste and does not require  
a pump out.  
\_\_\_\_\_

**REQUIRED FINDINGS (SGC 22.30.160(C):**

1. ...The granting of the proposed conditional use permit will not:
- a. Be detrimental to the public health, safety, and general welfare because permitted vessel will meet  
coast guard safety requirements, guests will be provided safety information and advised of harbor rules/regulations;
  - b. Adversely affect the established character of the surrounding vicinity, because there will be a max  
of 6 guests at a time and guests will be advised there are going to be staying in a working harbor; 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, because, guests will be aboard only the permitted  
vessel and will utilize the public dock in accordance to harbor regulations;
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, specifically,  
conforms to Comprehensive Plan Section ED 6.5 which states Support growth of Sitka's independent, cruise-related, and heritage tourism work and enterprises.  
because the proposal will offer a unique, on the water, lodging experience for  
independent travelers.;
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and  
enforced, because owners also live and work in Sitka and will monitor and personally enforce  
any conditions required under the permit.

**ANY ADDITIONAL COMMENTS** Our last Short Term rental on the Morning Glass  
was really successful and we received nothing but positive feedback from  
our dock neighbors. Our direct neighbor was even invited over for dinner by  
some of our Airbnb guests, which he enjoyed and was great for our guests.



Applicant

1.10.20

Date

Padilla

Last Name

T3-08 Eliason Harbor

Date Submitted

Project Address





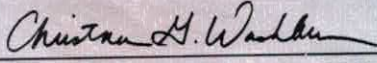
# UNITED STATES OF AMERICA

DEPARTMENT OF HOMELAND SECURITY  
UNITED STATES COAST GUARD

USCG

NATIONAL VESSEL DOCUMENTATION CENTER

## CERTIFICATE OF DOCUMENTATION

VESSEL NAME EQUINOX		OFFICIAL NUMBER 641108	IMO OR OTHER NUMBER NBB005310980	YEAR COMPLETED 1981	
HAILING PORT SITKA AK		HULL MATERIAL FRP (FIBERGLASS)		MECHANICAL PROPULSION YES	
GROSS TONNAGE  58 GRT	NET TONNAGE  46 NRT	LENGTH  53.0	BREADTH  16.5	DEPTH  10.0	
PLACE BUILT HOQUIAM WA (HULL) OLYMPIA WA (COMPLETED)					
OWNERS BROOKS T ARESON CAMEO D PADILLA		OPERATIONAL ENDORSEMENTS RECREATION FISHERY REGISTRY COASTWISE			
MANAGING OWNER BROOKS T ARESON T3-08 ELIASON HARBOR PO BOX 1356 SITKA AK 99835					
RESTRICTIONS NONE					
ENTITLEMENTS NONE					
REMARKS NONE					
ISSUE DATE NOVEMBER 06, 2019		 DIRECTOR, NATIONAL VESSEL DOCUMENTATION CENTER			
THIS CERTIFICATE EXPIRES NOVEMBER 30, 2020					







# VESSEL SAFETY CHECK (VSC)

To be completed by a U.S. Coast Guard approved Vessel Examiner.  
See the back of this form for a brief explanation of required items.  
A Federal Requirements pamphlet is also available.

Date of VSC: 1-6-2020

Decal Awarded: Yes ☒ No ☐

Owner/Operator Name:

BOOKER, ST. T. ALEXANDER

Owner/Operator has attended a CGAUX, USPS, State or AMSEA Boating Safety Class: Yes ☒ No ☐

Location of VSC - County: S. HAWAII State: HAWAII

Replaced decal was: Last Year ☐ Outdated ☐ First time ☒

## VESSEL INFORMATION:

Registration or

Documentation Number: 6641198

HIN: NBB005310980

Length: <16 ☐ 16-25 ☐ 26-39 ☐ 40-65 ☒ >65 ☐

Powered by: Gas ☐ Diesel ☒ Sail ☐ Other ☐

Area of Operations: Inland ☐ Coastal ☒

Type: PWC ☐ Open ☐ Cabin ☒ Other ☐

## VESSEL SAFETY CHECK DECAL REQUIREMENTS

Item	Yes	No	N/A
1. Display of Numbers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Registration/Documentation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Personal Flotation Devices (PFD)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Visual Distress Signals (VDS)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Fire Extinguishers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Ventilation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Backfire Flame Control	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8. Sound Producing Devices/Bell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Navigation Lights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Pollution Placard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. MARPOL Trash Placard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Marine Sanitation Devices	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Navigation Rules	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. State and/or Local Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Overall Vessel Condition: as applies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. Deck Free of Hazards / Clean Bilge	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Electrical - Fuel Systems	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Galley - Heating Systems	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## RECOMMENDED AND DISCUSSION ITEMS

(While encouraged, items below are not VSC requirements)

Item	Yes	No
I. Marine Radio	<input checked="" type="checkbox"/>	<input type="checkbox"/>
II. Dewatering Device & Backup	<input checked="" type="checkbox"/>	<input type="checkbox"/>
III. Mounted Fire Extinguishers	<input checked="" type="checkbox"/>	<input type="checkbox"/>
IV. Anchor & Line for Area	<input checked="" type="checkbox"/>	<input type="checkbox"/>
V. First Aid and PIW Kits (**over)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
VI. Inland Visual Distress Signals	<input type="checkbox"/>	<input checked="" type="checkbox"/>
VII. Capacity/Certificate of Compliance	<input type="checkbox"/>	<input checked="" type="checkbox"/>
VIII. Discussion Items: as applies	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. Accident Reporting - Owner Responsibility	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Offshore Operations	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Nautical Charts / Navigation Aids	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. Survival Tips / First Aid	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e. Fueling / Fuel Management	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f. Float Plan / Weather & Sea Conditions	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g. Insurance Considerations	<input checked="" type="checkbox"/>	<input type="checkbox"/>
h. Boating Check List	<input checked="" type="checkbox"/>	<input type="checkbox"/>
i. Safe Boating Classes	<input checked="" type="checkbox"/>	<input type="checkbox"/>
j. Maritime Domain Awareness	<input checked="" type="checkbox"/>	<input type="checkbox"/>

I certify that I have personally examined this vessel and find it meets the above requirements at the time of this Vessel Safety Check. I am a qualified Vessel Examiner of the: CGAUX ☐, USPS ☐, State of AK ☐, or ☐.

Printed Name of the Examiner Michael R. Morris Examiner Number 170-01-03

Examiner Signature Michael R. Morris Telephone Number 907-747-8039

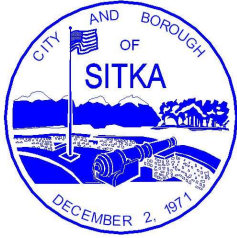
**Additional Comments:** This is not an official boarding for law enforcement purposes. It is recommended that you correct any deficiencies noted. This checklist is furnished for your information. There is no assumption of liability of any kind for advice given or opinions expressed in connection to this examination. By accepting the Vessel Safety Check decal you are pledging to maintain your boat and equipment to the standard of safety exhibited during this examination. Please remove the Vessel Safety Check decal if the boat is sold or no longer meets these requirements.

I am consenting to this Vessel Safety Check of my watercraft with full knowledge that it is provided to me as a public service on a volunteer basis without cost, and I understand and agree that my receipt of a Vessel Safety Check shall not constitute or be construed as a warranty or guarantee as to either the qualification, knowledge, or skills of the operator; the seaworthiness of the vessel; or the serviceability or adequacy of any equipment on board.

Owner/Operator Signature: [Signature]

Date: 1/6/2020





# City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

*Coast Guard City, USA*

## **Planning and Community Development Department**

### **AGENDA ITEM**

Case No: CUP 20-02  
Proposal: Request for short-term rental at 468 Katlian Street  
Applicant: Judith Kell  
Owner: Judith Howard (Kell)  
Location: 468 Katlian Street  
Legal: Lot 1, BIHA 2 Subdivision, USS 2542  
Zone: R-1 single-family and duplex residential district  
Size: 3,152 square feet  
Parcel ID: 16640105  
Existing Use: Residential  
Adjacent Use: Single-family housing  
Utilities: Existing  
Access: Katlian Street

### **KEY POINTS AND CONCERNS**

- Neighborhood appears to be mixed use residential and waterfront commercial, including single-family and multi-family dwellings, marine retail, and fish processing.
- The short-term rental is in a standalone structure housing one dwelling unit.
- The renter information handout shall comply with conditions of approval, specifically regarding access, parking, quiet hours, trash management, transportation, and respect for the neighborhood.
- Short-term rentals have impacts to long-term rentals and home values. This is important to note regarding this specific proposal and STRs at large.

### **RECOMMENDATION**

Staff recommends that the Planning Commission approve the short-term rental at 468 Katlian Street subject to the recommended conditions of approval.

## **BACKGROUND/PROJECT DESCRIPTION**

This request is for a conditional use permit for short-term rental (STR) for a unit of a single dwelling unit building. The owner intends to have the units available for short term rental year round.

## **ANALYSIS**

### **1. CRITERIA TO BE USED IN DETERMINING THE IMPACT OF CONDITIONAL USES.<sup>1</sup>**

**a. Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses:**

Applicant does not anticipate significant increase in vehicular traffic nor impact from proposed use as there is parking on-site, namely space for at least two cars. This meets the Sitka General Code requirement to afford space for two vehicles per dwelling unit.

**b. Amount of noise to be generated and its impacts on surrounding land use:** Short term rentals have the potential to create noise from transient guests. Professional management will be a point of contact for issues/complaints.

**c. Odors to be generated by the use and their impacts:** Potential odor impacts are minimal and in line with similar residential uses. Garbage shall be disposed of in municipal container and in accordance with Sitka General Code requirements.

**d. Hours of operation:** The proposal is to book rentals during the summer.

**e. Location along a major or collector street:** Access from Katlian Street.

**f. Potential for users or clients to access the site through residential areas or substandard street creating a cut-through traffic scenario:** Property is immediately adjacent to, and is accessed directly off Katlian Street. There is no access to other streets from the property.

**g. Effects on vehicular and pedestrian safety:** No significant changes expected, minimal increase in traffic.

**h. Ability of the police, fire, and EMS personnel to respond to emergency calls on the site:** Residence has reasonable access off Katlian Street. Applicant does not anticipate a change from the current ability of emergency services personnel to access the site.

**i. Logic of the internal traffic layout:** The rental unit is a 2 bedroom, 1.5 bath single family residence without shared common spaces.

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<sup>1</sup> § 22.24.010.E

**j. Effects of signage on nearby uses:** No signage proposed. All signs shall comply with Sitka General Code.

**k. Presence of existing or proposed buffers on the site or immediately adjacent the site:**  
Natural buffers of bushes and trees are on the site, as well as buffering due to elevation.

**l. Relationship if the proposed conditional use is in a specific location to the goals, policies, and objectives of the comprehensive plan:** An STR can help support the existing and growing tourism industry by providing transient guests with short-term housing options that allow the potential for more visitors to visit Sitka, bringing in money and creating opportunities for job creation and economic development. STRs also increase the affordability of housing for owners by offsetting housing costs with rental income. However, STRs correlate with negative impacts to available housing stock for residents, long-term rental rates, and increased purchase prices for housing.

**m. Other criteria that surface through public comments or planning commission review:** Not applicable at this time.

## **RECOMMENDATION**

The Planning Department recommends that the Planning Commission approve the conditional use permit application for a short-term rental at 468 Katlian Street subject to the recommended conditions of approval.

.....

## **ATTACHMENTS**

Attachment A: Floor plan  
Attachment B: Photos  
Attachment C: Plat  
Attachment D: STR Density  
Attachment E: Public Comment  
Attachment F: Application  
Attachment G: Renter Handout

## **CONDITIONS OF APPROVAL**

1. Contingent upon a completed satisfactory life safety inspection.
2. The facility shall be operated consistent with the application, narrative, and plans that were submitted with the request.
3. The applicant shall submit an annual report beginning in 2021, 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 began operation, bed tax remitted, any violations, concerns, and solutions implemented. The report is due within thirty days following the end of the reporting period.
4. The Planning Commission, at its discretion, may schedule a public hearing at any time for the purpose of resolving issues with the request and mitigating adverse impacts on nearby properties upon receipt of meritorious complaint or evidence of violation of conditions of approval.
5. 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.
6. The property owner shall register for a sales account prior to the Conditional Use Permit becoming valid.
7. To mitigate the impact of odor from the short-term rental and comply with bear attraction nuisance requirements, the property owner shall assure all trash is deposited in trash receptacles and only placed on street for collection after 4:00 a.m. on trash collection day.
8. To mitigate parking and traffic impacts, property owner shall provide detailed parking and traffic rules, and shall ensure all parking for all uses (residential or short-term rental) shall occur off-street, on-site, and further that should off-site parking occur at any time, the conditional use permit shall be revoked.
9. Any signs must comply with Sitka General Code 22.20.090.
10. A detailed rental overview shall be provided to renters detailing directions to the unit, transportation options, appropriate access, parking, trash management, noise control/quiet hours, and a general condition to respect the surrounding residential neighborhood. The renter handout shall include an advisory note to tenants to be mindful of vehicle and especially pedestrian traffic in the area, and to exercise caution coming and going from the property in motor vehicles.
12. The property owner shall communicate to renters that a violation of these conditions of approval will be grounds for eviction of the short-term renters.
13. Failure to comply with any of the above conditions may result in revocation of the conditional use permit.



### **Motions in favor of approval**

- 1) I move to approve the conditional use permit for a short-term rental at 468 Katlian Street in the R-1 single family and duplex residential zoning district, subject to the attached conditions of approval. The property is also known as Lot 1, BIHA 2 Subdivision, USS 2542. The request is filed by Judith Kell. The owner of record is Judith Howard.
- 2) I move to adopt and approve the required findings for conditional use permits. The Planning Commission shall not approve a proposed development unless it first makes the following findings and conclusions:<sup>2</sup>

1. **...The granting of the proposed conditional use permit will not:**

- a. **Be detrimental to the public health, safety, and general welfare; *specifically, conditions of approval require responsible management of garbage, noise, traffic, and parking, which will be monitored and enforced by the applicant.***
  - b. **Adversely affect the established character of the surrounding vicinity; *specifically, the rental makes use of an already developed single-family home with attached rentals with owner-managers monitoring the property.***
  - c. **Be injurious to the uses, property, or improvements adjacent to, and in the vicinity of, the site in which the proposed use is to be located; *specifically, by the enforcement of mitigation for potential impacts including traffic, odor, noise, and parking.***
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; *specifically, to help sustain the existing and growing tourism industry in support of economic development goals and objectives to increase employment and attract new business.***
  3. **All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced; *specifically, the applicant will monitor the property to enforce conditions 24/7. Violation of the rules provided in the rental overview may be grounds for eviction.***

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<sup>2</sup> §22.30.160(C)—Required Findings for Conditional Use Permits

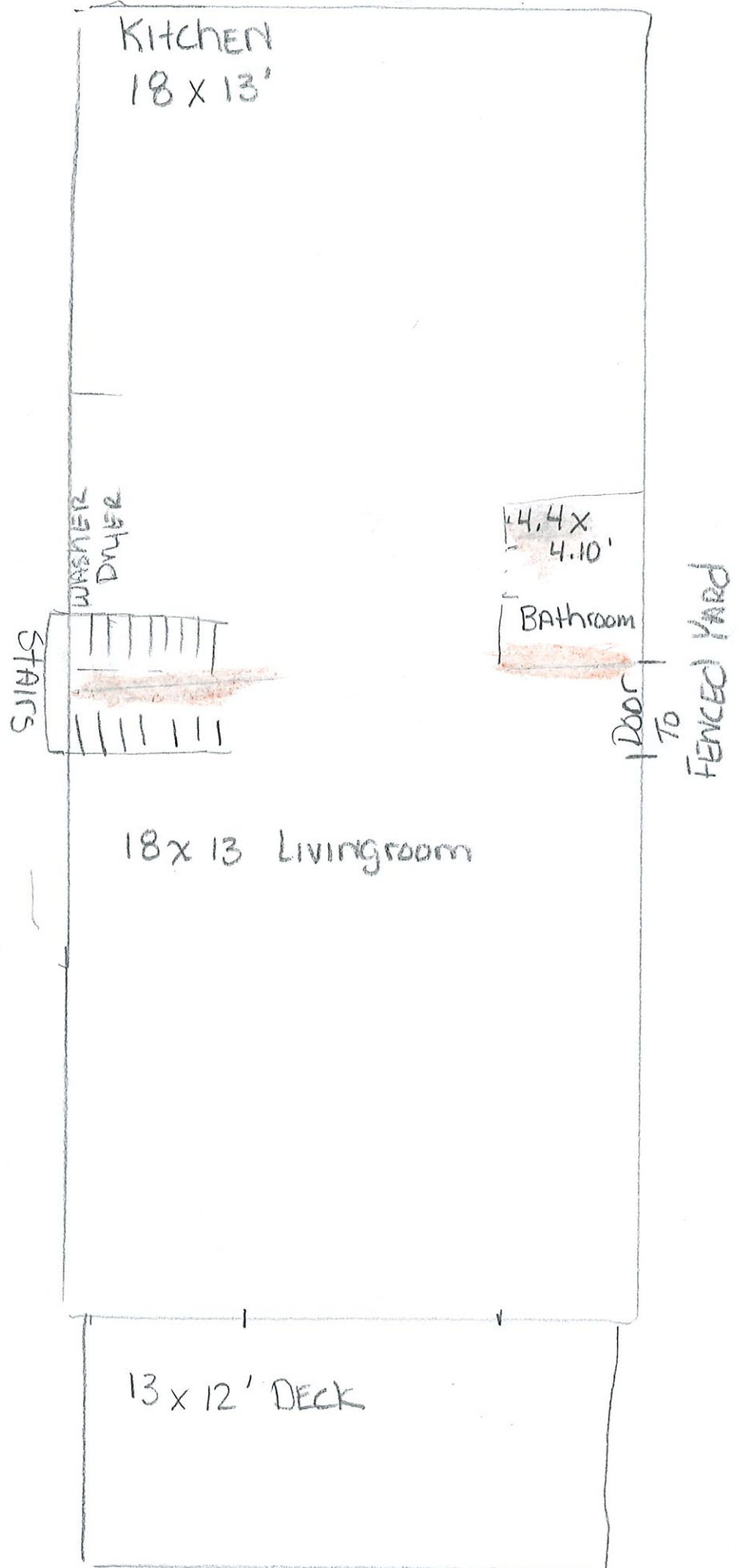






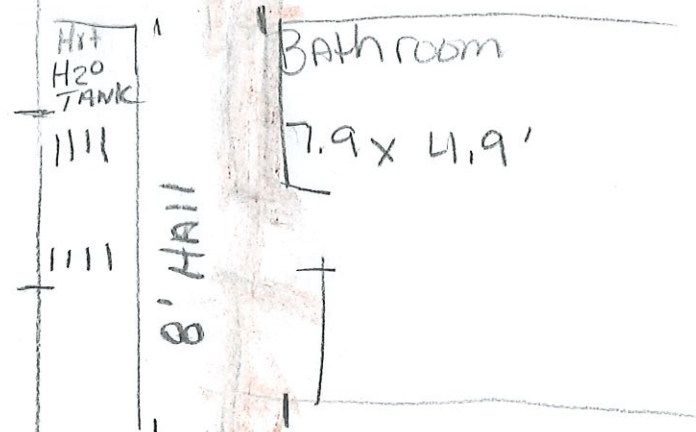
# SITKA TRIBES OF ALASKA

1st Floor



# SITKA TRIBES OF ALASKA

Second Floor



KATHLAN STREET

## 468 Katlian Street





# CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT BEING HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION MAP ACT AND THE CITY AND BOROUGH OF SITKA, ALASKA, AND THAT THE PLAT BEING HEREON HAS BEEN FOUND TO COMPLY WITH THE CITY AND BOROUGH OF SITKA, ALASKA, AND THAT THE PLAT BEING HEREON HAS BEEN FOUND TO COMPLY WITH THE CITY AND BOROUGH OF SITKA, ALASKA.

May 26, 1981 Ron Koo/C

ATTEST:  
Daniel Inguineau



## CERTIFICATE OF APPROVAL BY THE BOARD

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT BEING HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION MAP ACT AND THE CITY AND BOROUGH OF SITKA, ALASKA, AND THAT THE PLAT BEING HEREON HAS BEEN FOUND TO COMPLY WITH THE CITY AND BOROUGH OF SITKA, ALASKA, AND THAT THE PLAT BEING HEREON HAS BEEN FOUND TO COMPLY WITH THE CITY AND BOROUGH OF SITKA, ALASKA.

5/19/81 Harold Stahler

RE: APPROVED

ATTEST: Daniel Turner

## CERTIFICATE

STATE OF ALASKA  
CITY AND BOROUGH OF SITKA

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED AS NOTARY PUBLIC FOR THE CITY AND BOROUGH OF SITKA, ALASKA, DO HEREBY CERTIFY THAT THE SUBDIVISION PLAT BEING HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION MAP ACT AND THE CITY AND BOROUGH OF SITKA, ALASKA, AND THAT THE PLAT BEING HEREON HAS BEEN FOUND TO COMPLY WITH THE CITY AND BOROUGH OF SITKA, ALASKA.

ATTEST: May 26, 1981

ATTEST: Steve Ruter

## CERTIFICATE OF OWNERSHIP AND DEDICATION

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I HEREBY AGREE TO DEDICATE TO THE CITY AND BOROUGH OF SITKA, ALASKA, ALL PUBLIC STREETS, ALLEYS, WALKWAYS, PARKS, AND OTHER OPEN SPACES TO PUBLIC USE AS NOTED.

DATE: May 26, 1981

OWNER: Cy Jordan & Gus M. Adams

## THE NOTARY'S ACKNOWLEDGEMENT

UNITED STATES OF AMERICA  
STATE OF ALASKA  
CITY AND BOROUGH OF SITKA

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ATTEST: May 26, 1981

ATTEST: Steve Ruter

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ATTEST: May 26, 1981

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ATTEST: Steve Ruter

## LEGEND

- ACCESS & UTILITY EASEMENTS
- EXISTING LOT LINES
- NEW LOT LINES OVER EXISTING LOT LINES
- NEW LOT LINES
- CENTERLINE KATLIAN STREET
- BLOCK NUMBER
- EXISTING LOT
- LOT CORNER SET THIS SURVEY

## SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A LICENSED SURVEYOR IN THE STATE OF ALASKA, AND THAT THIS PLAT BEING HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION MAP ACT AND THE CITY AND BOROUGH OF SITKA, ALASKA, AND THAT THE PLAT BEING HEREON HAS BEEN FOUND TO COMPLY WITH THE CITY AND BOROUGH OF SITKA, ALASKA.

DATE: May 26, 1981

ATTEST: May 26, 1981

ATTEST: Steve Ruter

ATTEST: Steve Ruter

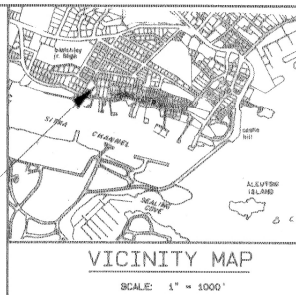
ATTEST: Steve Ruter

ATTEST: Steve Ruter

ATTEST: Steve Ruter

ATTEST: Steve Ruter

ATTEST: Steve Ruter



## NOTES:

- THE BASIS OF BEARING FOR THIS SURVEY IS THE CALCULATED BEARING OF S 48°08'43" E 1781.69 FEET MEASURED IN THE FIELD AS 1780.82 FEET, BETWEEN MONUMENT NO. 11, WHICH IS A BRASS-CAPPED MONUMENT ON 3" IRON PIPE LOCATED ON THE SOUTH SIDE OF KATLIAN STREET, AND U.S.B.L.M. NO. 1, A CHISELLED CROSS ON A LARGE BELPOCK OUTCROP NORTHEAST OF LOT 1, BLOCK 1, AS SHOWN ON U.S.S. 2542 A & B.
- CERTAIN LOTS WITHIN THIS SUBDIVISION WERE CREATED TO ELIMINATE AN ENCROACHMENT OF A BUILDING FROM AN ADJACENT LOT. THESE LOTS ARE GENERALLY DESIGNATED BY THE LOT NUMBER OF THE ADJACENT LOT FOLLOWED BY THE LETTER A (LOT 51A). THE NEWLY CREATED LOTS WILL BE DEEDED TO THE ADJACENT LOTS ACCORDING TO THE TABULATION INDICATED IN TABLE NO. 1.
- ALL HOUSING UNITS SHALL BE RESTRICTED TO SINGLE FAMILY USE.
- THE EASEMENTS LOCATED WITHIN CERTAIN LOTS ARE CREATED FOR ACCESS TO AND FROM ADJACENT LOTS, AND FOR THE MAINTENANCE OF THE UTILITIES LOCATED WITHIN THE EASEMENT. THESE UTILITIES WILL BE MAINTAINED BY THE CITY AND BOROUGH OF SITKA.

BARANOF HOUSING AUTHORITY SUBDIVISION NO. 2 SUBDIVIDES THE FOLLOWING LOTS OF U.S.S. 2542 A & B, AS SHOWN HEREON:

BLOCK	LOT
3	17
3	51
5	17
5	51
5	103
5	104
5	105
5	106
5	107
5	108
5	109
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5	198
5	199
5	200

TABLE NO. 1	
ENCROACHMENT ELIMINATION	
LOT NO.	TO BE DEEDED TO
17A	LOT 17, BLOCK 3
51A	LOT 51, BLOCK 2

RECORDED - FILED  
SITKA REC. DIV.  
DATE: JUNE 3, 1981  
TIME: 3:30 P.  
BY: C. J. Bono  
304 Ave. 54  
SITKA, AK 99835

## BARANOF HOUSING AUTHORITY SUBDIVISION NO. 2

A SUBDIVISION OF CERTAIN LOTS WITHIN U.S.S. 2542 A & B, SITKA INDIAN VILLAGE

SCALE: 1" = 20'

DATE: APRIL 1987

PREPARED FOR: MARTIN CONSTRUCTION

3061 NORTH DOUGLAS JUNEAU, ALASKA 99801

PREPARED BY:  
STRASBERG ENGINEERING  
SERVICES, INC.  
CIVIL ENGINEERING  
LAND SURVEYING  
204 GURNEY ST., SITKA, ALASKA 99830  
BOX 708 WETCHUK, ALASKA 99821  
NORL "BOB" STRASBERG, P.E., R.L.S., PRESIDENT

PLAT 87-16

## Andy Corak

---

**From:** Terrence Littlefield <tlittlefield0020@gmail.com>  
**Sent:** Monday, February 10, 2020 4:14 PM  
**To:** Planning Department  
**Subject:** CUP 20-02 468 Katlian St - Kell STR hearing

What is the parking requirement for a Short Term Rental? This property has one parking spot that is used by a family vehicle. The other family vehicle parks in the driveway to the STA Building.

I believe the closest public parking is in front of the Sitka Tribe Healing House at 429 Katlian St., Property ID 168300001.



**CITY AND BOROUGH OF SITKA**  
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT  
SUPPLEMENTAL APPLICATION FORM  
CONDITIONAL USE PERMIT

**APPLICATION FOR**

- ☐ MARIJUANA ENTERPRISE  
☒ SHORT-TERM RENTAL OR BED AND BREAKFAST  
☐ OTHER: \_\_\_\_\_

**CRITERIA TO DETERMINE IMPACT – SGC 22.24.010(E)** (Please address each item in regard to your proposal)

- Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses:  
typical Residential traffic
- Amount of noise to be generated and its impacts on surrounding land use: I Anticipate  
Average Normal Residential noise.
- Odors to be generated by the use and their impacts: I Anticipate Normal average  
odors as its a residential Dwelling.
- Hours of operation: Average activity from residential  
Dwelling.
- Location along a major or collector street: Average house in neighborhood  
Drive way off KATHIAN main road.
- Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario: Well Defined sidewalks, roads & paths  
to & from store to town & groceries.
- Effects on vehicular and pedestrian safety: No change in use from  
Residential to Renters use.

KEIL

Last Name

Date Submitted

468 Kathian St

Project Address

- Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: Same as  
EASY ACCESS, House Address # visible.
- Logic of the internal traffic layout: Drive way & Property clearly  
marked.
- Effects of signage on nearby uses: Minimal to none.
- Presence of existing or proposed buffers on the site or immediately adjacent the site: Matured  
Shrubs present.
- Relationship if the proposed conditional use is in a specific location to the goals, policies, and objectives of the comprehensive plan (CITE SPECIFIC SECTION AND EXPLAIN): ED 6.5  
Support growth of Sitka Independent, Cruise - related  
& heritage tourism.
- Other criteria that surface through public comments or planning commission review (odor, security, safety, waste management, etc.): \_\_\_\_\_



**REQUIRED FINDINGS (SGC 22.30.160(C):**

1. ...The granting of the proposed conditional use permit will not:

- a. Be detrimental to the public health, safety, and general welfare because The rental will be similar to residential surroundings.;
- b. Adversely affect the established character of the surrounding vicinity, because would affect the surrounding neighborhood, because it look like; nor abus
- 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, because, Because Rental will be Professionally managed.;

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, specifically,

conforms to Comprehensive Plan Section ED 6.5 which states Support growth of Sitka's independent, cruise-related heritage tourism  
because the proposal providing housing to visitors;

3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced, because property will be professionally managed.

**ANY ADDITIONAL COMMENTS** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Applicant \_\_\_\_\_

Date \_\_\_\_\_

Last Name

Date Submitted

Project Address



# CITY AND BOROUGH OF SITKA

## PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT

### GENERAL APPLICATION FORM

- Applications must be deemed complete at least TWENTY-ONE (21) days in advance of next meeting date.
- Review guidelines and procedural information.
- Fill form out completely. No request will be considered without a completed form.
- Submit all supporting documents and proof of payment.

**APPLICATION FOR:**☐

VARIANCE

☒

CONDITIONAL USE

☐

ZONING AMENDMENT

☐

PLAT/SUBDIVISION

**BRIEF DESCRIPTION OF REQUEST:** Seeking approval to turn my small 2 bedroom 1.5 bath house into a short term summer rental.

**PROPERTY INFORMATION:**

CURRENT ZONING: residential PROPOSED ZONING (if applicable):

CURRENT LAND USE(S): PROPOSED LAND USES (if changing):

**APPLICANT INFORMATION:**

PROPERTY OWNER: Judith L. Howard

PROPERTY OWNER ADDRESS: 468 Katlian Street Sitka, AK 99835

STREET ADDRESS OF PROPERTY: 468 Katlian Street Sitka, AK 99835

APPLICANT'S NAME: Judith L. Kell

MAILING ADDRESS: 468 Katlian Street Sitka, AK 99835

EMAIL ADDRESS: Judithbiha@yahoo.com DAYTIME PHONE: 907-738-4089

**PROPERTY LEGAL DESCRIPTION:**

TAX ID: 16640105 LOT: BLOCK: TRACT:

SUBDIVISION: BHA2 US SURVEY: USS 2542

Last Name

Date Submitted

Project Address



## REQUIRED INFORMATION:

### For All Applications:

- ☒ Completed General Application form
- ☐ Supplemental Application (Variance, CUP, Plat, Zoning Amendment)
- ☐ Site Plan showing all existing and proposed structures with dimensions and location of utilities
- ☒ Floor Plan for all structures and showing use of those structures
- ☒ Copy of Deed (find in purchase documents or at Alaska Recorder's Office website)
- ☐ Copy of current plat (find in purchase documents or at Alaska Recorder's Office website)
- ☐ Site photos showing all angles of structures, property lines, street access, and parking – emailed to [planning@cityofsitka.org](mailto:planning@cityofsitka.org) or printed in color on 8.5" x 11" paper
- ☐ Proof of filing fee payment

### For Marijuana Enterprise Conditional Use Permits Only:

- ☐ AMCO Application

### For Short-Term Rentals and B&Bs:

- ☒ Renter Informational Handout (directions to rental, garbage instructions, etc.)

## CERTIFICATION:

I hereby certify that I am the owner of the property described above and that I desire a planning action in conformance with Sitka General Code and hereby state that all of the above statements are true. I certify that this application meets SCG requirements to the best of my knowledge, belief, and professional ability. I acknowledge that payment of the review fee is non-refundable, is to cover costs associated with the processing of this application, and does not ensure approval of the request. I understand that public notice will be mailed to neighboring property owners and published in the Daily Sitka Sentinel. I understand that attendance at the Planning Commission meeting is required for the application to be considered for approval. I further authorize municipal staff to access the property to conduct site visits as necessary. I authorize the applicant listed on this application to conduct business on my behalf.

**Judith L. Kell**

Owner

Date

Owner

Date

I certify that I desire a planning action in conformance with Sitka General Code and hereby state that all of the above statements are true. I certify that this application meets SCG requirements to the best of my knowledge, belief, and professional ability. I acknowledge that payment of the review fee is non-refundable, is to cover costs associated with the processing of this application, and does not ensure approval of the request.

Applicant (If different than owner)

Date

Last Name

Date Submitted

Project Address

Welcome to \_\_\_\_\_! Please make yourself at home in \_\_\_\_\_! We hope you had good travels to our beautiful sea side community and glad you are with us.

#### INTERNET:

You can long onto \_\_\_\_\_. Password\_\_\_\_\_.

#### TRASH:

Because of bears, we need to be cautious about how we empty trash into cans, be sure to double bag fish or smelly items.(trash can needs to be moved out from fence out about 3 feet for pick-up Tuesday mornings.)

#### RECYCLING:

Recycling bin is located in pantry for plastics, glass and metals.

#### AMENITIES:

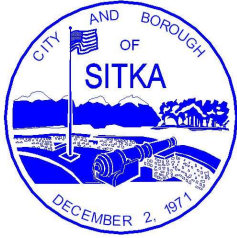
Grocery Stores are approximately 10-15 min walk North (AC Lakeside Grocery 705 Halibut Point Road). Or 15 min walking south (Market Center 210 Baranof St).

Restaurant, Longliner is across the street at 485 Katlian, and Mean Queen Totem Square is located 201 Katlian, just 10 min walk towards town.

Alaska Native hand-made items such as Sea Otter Pillows on the hide-a-bed couch are available for purchase, 14x14 for \$300.00, if they are missing will be added to your bill. Also available by Special order are Sea Otter Headbands, excellent for cold winters \$250.00 and Sea Otter Fingerless Gloves \$350.00.

If there is anything else you might need, please contact our property Manager Candace Rutledge, at 907-738-2207 and we are always checking our AirBnB messages as well.





# City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

*Coast Guard City, USA*

## Planning and Community Development Department

### **AGENDA ITEM**

Case No: VAR 20-02  
Proposal: Increase in maximum lot coverage from 50% to 70%  
Reduce front setback from 14' to 8'  
Reduce side setback from 5' to 3'  
Reduce rear setback from 8' to 0'  
Applicant: Larry Trani and Ann Walter  
Owner: Larry Trani and Ann Walter  
Location: 3603 Halibut Point Road  
Legal: Lot 2 Yannikos Subdivision  
Zone: R-1 MH Single-family, duplex, and manufactured home zoning district  
Size: 5,719  
Parcel ID: 2-5599-000  
Existing Use: Vacant  
Adjacent Use: Residential  
Utilities: Existing  
Access: Halibut Point Road

### **KEY POINTS AND CONCERNS**

- Lot is slightly below standards for minimum lot size in the zoning district – minimum is 6,000 square feet, the lot is 5,719 square feet.
- Applicant previously received setback reductions on front and side in order to utilize existing foundation on site.
- Rationale for setbacks may not be applicable to property lines abutting tidelands
- Adjacent property appears to exceed maximum lot coverage

### **RECOMMENDATION**

Staff recommends that the Planning Commission approve the zoning variance for the rear and side setback reductions and maintains a neutral position the front setback reduction and exceeding lot coverage.

## **BACKGROUND/PROJECT DESCRIPTION**

The property is located on the highway at 3603 Halibut Point Road on the ocean-side of the highway. The lot is currently vacant with the exception of a 22 by 32 foot foundation already in place; the applicants received a front and side setback reduction in order to utilize this foundation for a garage. The applicant plans to build a new house on the remainder of the lot.

In designing the home, the applicant would like to contain all living space to a single story, which has presented a challenge when designing to the 50% maximum lot coverage. SGC 22.08.240 defines coverage as *“the percentage of total lot area allowed to be covered by buildings or structures exceeding thirty inches in height. Customary yard accessories, ornaments, and furniture are not included in this definition of coverage.”* When including foundation, overhangs/eaves, and deck, the applicant’s proposal would result in 70% lot coverage, with the foundation footprint accounting for 52%.

The applicant wishes to keep the front and side of the structure essentially in line with the garage, which would require a side and front setback. Though already granted for the garage, variances are specific to the proposal/site plan presented at the time of acquiring the variance – not a reduction in the setback across a lot line entirely. On the front setback, it’s notable that there are approximately 30 feet between the edge of the asphalt on Halibut Point Road and the property line, meaning that the front of the house would be approximately 40 feet back from the road. This ensures ample space for ingress and egress from the lot. On the north side of the property the applicant has requested a reduction down to 3’ to align the side of the new house structure to the current garage foundation. This would be simpler to construct and result in a more uniform appearance on the north side of the lot.

Setbacks to tidelands are a grey area of the zoning code. Though there is a footnote to table 22.20-1 Development Standards, footnote 12, that states *“No setbacks are required from property lines of adjacent filled, intertidal, or submerged tidelands,”* this footnote is only referenced in the WD and GPIIP zones. However, the rationale behind it would seem to apply in any zone. Setbacks are in place to ensure open space, distance/buffer from neighboring properties, and fire separation. These factors are not as applicable/appropriate when applied to property lines abutting tidelands.

## **ANALYSIS**

### *Setback requirements*

The Sitka General Code requires 14 foot front setbacks, 5/9 foot side setbacks, 8 foot rear setbacks, and maximum of 50% lot coverage in the R-1 MH zone<sup>1</sup>.

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<sup>1</sup> SGC Table 22.20-1

## **22.20.040 Yards and setbacks.**

**A. Projections into Required Yards. Where yards are required as setbacks, they shall be open and unobstructed by any structure or portion of a structure from thirty inches above the general ground level of the graded lot upward.**

Alaska Statute 29.40.040(b)(3) states that a variance may not be granted solely to relieve financial hardship or inconvenience. A required finding for variances involving major structures or expansions in the Sitka General Code echoes this statement by stating that there must be "...special circumstances to the intended use that do not apply generally to the other properties. Special circumstances may include the shape of the parcel, topography of the lot, the size or dimensions of the parcels, the orientation or placement of existing structures, or other circumstances that are outside the control of the property owner". In this case, the placement of existing structures, undersized lot, need for single level living, and location in relation to tidelands can be viewed as justifications for granting a variance.

### *Potential Impacts*

The construction of the home structure would be an improvement to the property and the neighborhood, as it is currently in a vacant/unused state. The granting of the variance does not increase traffic, density, or other impacts beyond the residential use that was intended for the lot. Further, there is an adequate distance between the property line and Halibut Point Road such that cars could enter and exit the property with sufficient visibility. Staff has requested as a condition of approval, a parking plan for the property prior to Planning Department sign-off on the foundation permit. The north side of the property would appear more uniform if the side setback reduction were granted, and the house was built in-line with the current garage foundation. The exceedance of lot coverage is similar to that of the lot next door, which the applicant calculated to have approximately 62% lot coverage. There is no adjacent property owner to be impacted by building up to a property line abutting tidelands. Therefore, staff believes potential adverse impacts to neighborhood harmony and public health and safety are minimal, and the proposal is consistent with the character of the neighborhood.

### *Comprehensive Plan Guidance*

This proposal is consistent with one of the housing actions in the Sitka Comprehensive Plan 2030; H2.4 "encourage housing stock rehabilitation". The proposal makes practical use of an existing residential lot within the developed roads and utility system of the city, makes use of a foundation in place, and allows the applicant to build a fit-for-purpose home. The lot in its current use/state offers little use or utility – construction on the lot is a good use of existing, buildable land in a residential zone.

## **RECOMMENDATION**

As the north side of the property is already impacted by the placement of the existing garage foundation, the incremental impact associated with the reduction in the side setback for the rest of the structure is minimal to moderate, and would be more aesthetically appealing. Staff recommends

approval of the side setback reduction. The rationale for setbacks (open space, buffering to neighbors, and fire separation), is not as appropriate or compelling for property lines abutting tidelands; staff recommends approval of the rear setback reduction. As for the matters of the front setback reduction and the exceedance of maximum lot coverage, staff maintains a neutral position, and will defer to the Commission's judgement regarding the applicant's need/hardship in requesting these particular variances.

## **ATTACHMENTS**

Attachment A: Aerial

Attachment B: Site & Floor Plans

Attachment C: Plat

Attachment D: Photos

Attachment E: Applicant Materials

.....

## **Motions to Approve the Zoning Variance**

- 1) **I move to approve the zoning variance for reductions in the front, side, and rear setbacks, and for exceedance of maximum lot coverage at 3603 Halibut Point Road in the R-1 MH single-family, duplex, and manufactured home zoning district subject to the conditions of approval. The lot is also known as Lot 2 Yannikos Subdivision. The request is filed by Larry Trani and Ann Walter. The owners of record are Larry Trani and Ann Walter.**

### **Conditions of Approval:**

- a. The front (east) setback will be decreased from 14 feet to no less than 8 feet.
- b. The side (north) setback will be decreased from 5 feet to no less than 3 feet.
- c. The rear (west) setback will be decreased from 8 feet to 0 feet.
- d. The lot coverage will be increased from 50% to 70%, with the foundation of the home (living space and garage) not to exceed 52% lot coverage.
- e. The applicants will provide the Planning Department with an acceptable parking plan prior to Planning Department sign-off on the foundation permit.
- f. Building plans shall remain consistent with the narrative and plans provided by the applicant for this request. Any major changes (as determined by staff) to the plan will require additional Planning Commission review.



- 2) **I move to adopt and approve the required findings for variances involving major structures of expansions.** Before any variance is granted, it shall be shown<sup>2</sup>:
- a. That there are special circumstances to the intended use that do not apply generally to the other properties. Special circumstances may include the shape of the parcel, topography of the lot, the size or dimensions of the parcels, the orientation or placement of existing structures, or other circumstances that are outside the control of the property owner;
  - b. The variance is necessary for the preservation and enjoyment of a substantial property right or use possessed by other properties but are denied to this parcel; such uses may include the placement of garages or the expansion of structures that are commonly constructed on other parcels in the vicinity;
  - 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
  - d. That the granting of such a variance will not adversely affect the comprehensive plan.

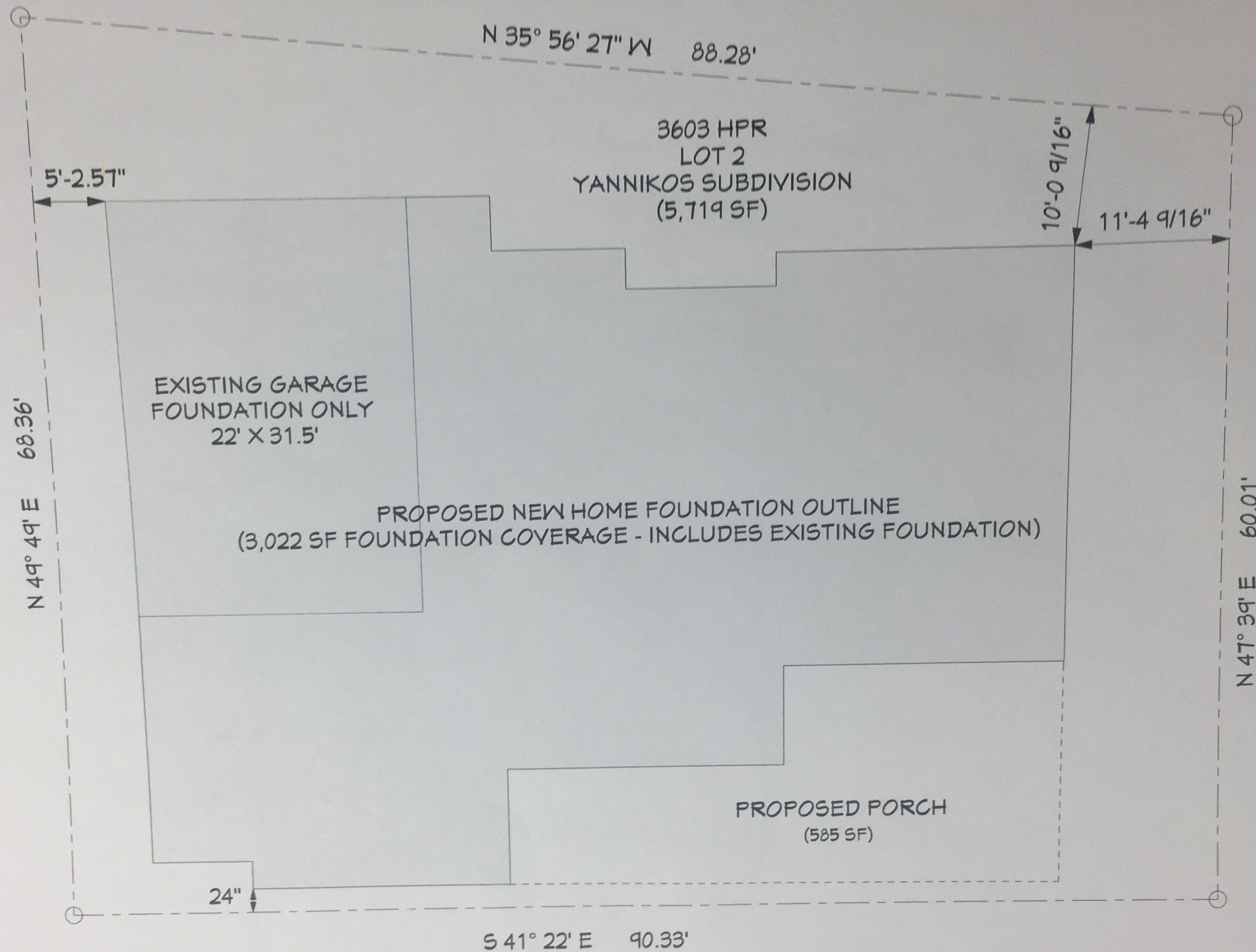
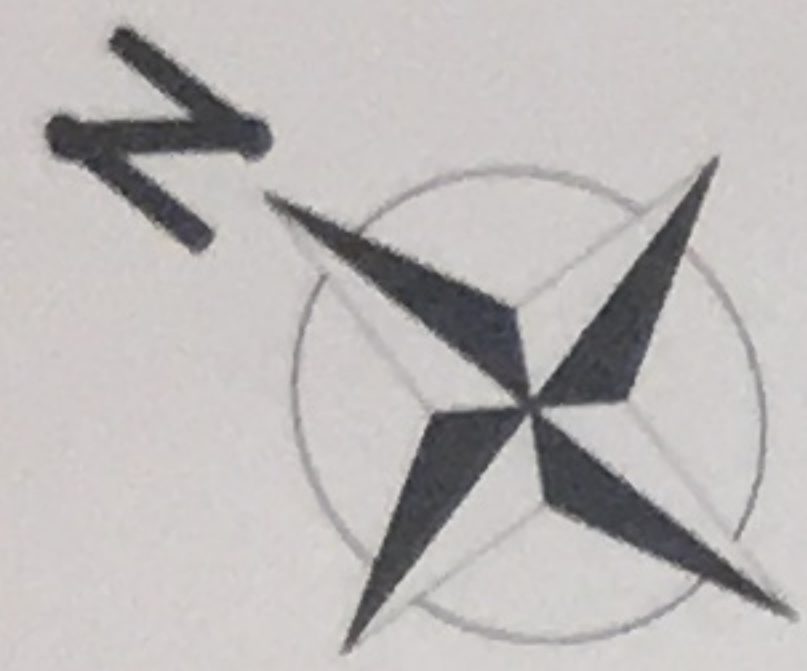
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<sup>2</sup> Section 22.30.160(D)(1)—Required Findings for Major Variances





# HALIBUT POINT ROAD



SITKA SOUND



## SITE PLAN

1 1/2" = 10'

OCEANSIDE CUSTOM CARPENTRY  
GENERAL CONTRACTING AND DESIGN  
204 Jeff Davis Street • Sitka, Alaska 99835  
oceansidecustomcarpentry@hotmail.com  
907-736-2112



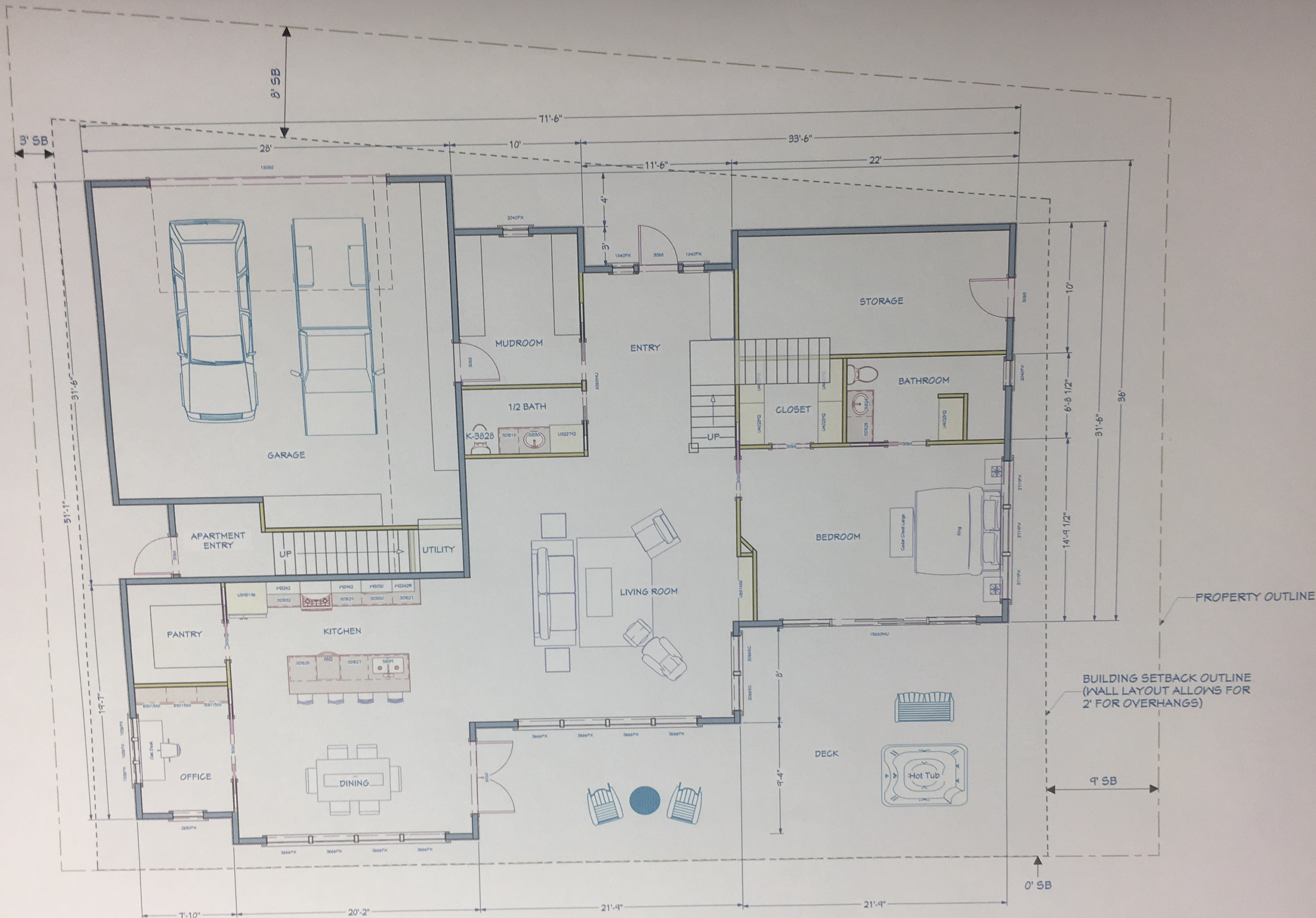
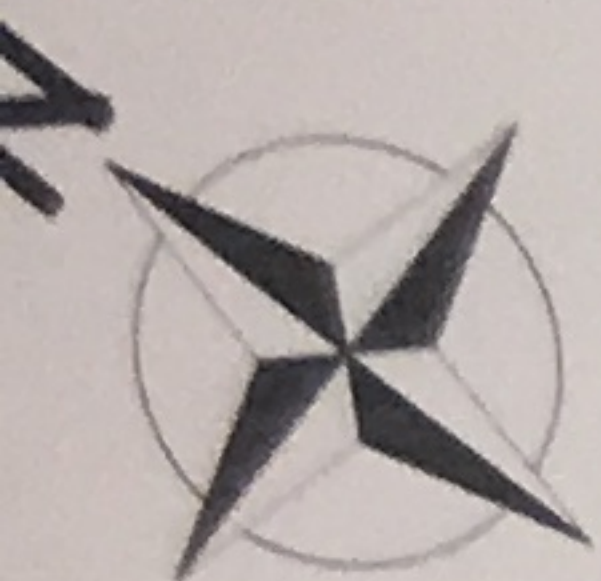
1

PROJECT:  
TRANI / WALTER RESIDENCE  
3603 HPR  
SITKA, ALASKA

HOMEOWNERS:  
LARRY TRAINEE & ANN WALTER

SITE PLAN





# PROPOSED FLOOR PLAN

3/16" = 1'



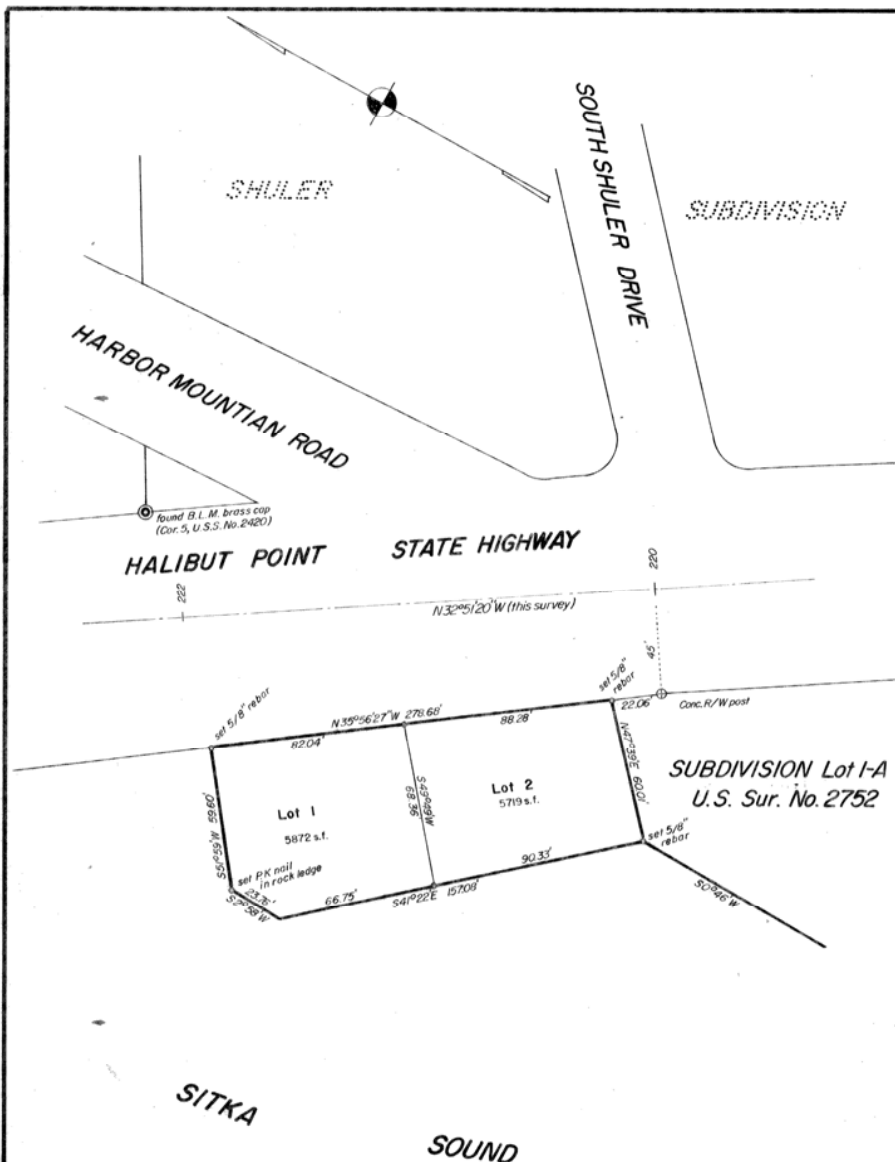
OCEANSIDE CUSTOM CARPENTRY  
GENERAL CONTRACTING AND DESIGN  
204 1st Davis Street • Sitka, Alaska 99835  
oceansidecustomcarpentry@hotmail.com  
907-756-2112

PROJECT:  
TRANI / WALTER RESIDENCE  
3603 HPR  
SITKA, ALASKA 99835

HOMEOWNERS:  
LARRY TRANE & ANN WALTER  
2008 HPR  
SITKA, ALASKA 99835 (907) 756-0417, 756-0416

FLOOR PLAN





SITKA

SOUND

# CERTIFICATE OF REGISTERED ENGINEER

I hereby certify that I am a registered professional civil engineer and that this plat represents the survey made by me or under my direct supervision, and the monuments shown thereon actually exist as located, and that all dimensions and other data are correct.

May 16, 1972  
Date

Larry Stratton  
Civil Engineer No. 1416-E

## CERTIFICATE

STATE OF ALASKA } ss.  
First Judicial District)

I, the undersigned, being duly appointed and qualified, and acting assessor for the City and Borough of Sitka, do hereby certify that, according to the records of the City and Borough of Sitka, the following described property is carried in the tax records to the name of:

Peter Yannikos  
located in:  
Lots Land 2 of Subdivision Lot I-A  
U.S. Survey 2752 - Yannikos Subdivision

and that, according to the records in my possession, all taxes assessed against said lands due to the City and Borough of Sitka and paid in full; that current taxes for the year 1972 will be due on or before July 31, 1972.

DATED this 18<sup>th</sup> day of MAY, 1972  
at SITKA, ALASKA.

Kenneth R. Olsen  
Assessor, City & Borough

## CERTIFICATION OF APPROVAL BY THE BOARD

I hereby certify that the subdivision plat shown hereon has been found to comply with the subdivision regulations of the City and Borough of Sitka, and that said plat has been approved by the Board by Plat Resolution No. dated       , 1972 and that the plat shown hereon has been approved for recording in the office of the district court, ex-officio recorder, SITKA, ALASKA.

5/17/72 Jud Fager  
Date Chairman, Planning Board

ATTEST:  
Joan L. Davis  
Secretary

## CERTIFICATION OF APPROVAL BY THE ASSEMBLY

I hereby certify that the subdivision plat shown hereon has been found to comply with the subdivision regulations of the City and Borough of Sitka, and that said plat has been approved by the assembly as recorded in Minute Book       , page       , dated       , 1972, and that the plat shown hereon has been approved for recording in the office of the district court, ex-officio recorder, SITKA, ALASKA.

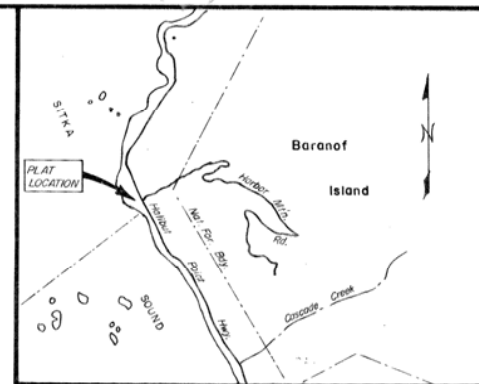
7/2/72 John E. Dapenich  
Date

ATTEST:  
Myrtle V. Flynn  
City and Borough Clerk



*Plat File #116*

SITKA  
Serial 72-845



Scale: 1" = 1 mi.

## Vicinity Map

## CERTIFICATE OF OWNERSHIP AND DEDICATION

We hereby certify that we are the owners of the property shown and described hereon and that we hereby submit this plan of subdivision with due free consent, and dedicate all streets, alleys, walks, paths and other open spaces to public or private use as noted.

July 11, 1972 Pete Yannikos  
Date Owner  
Larry Stratton Pete Yannikos  
Witness Owner

## NOTARY'S ACKNOWLEDGMENT

STATE OF ALASKA } ss.  
First Judicial District)

This is to certify that on this 11 day of JULY, 1972, before me, the undersigned, a Notary Public in and for the State of Alaska, personally appeared PETE

YANNIKOS and

to me known and known to me to be the persons named in the foregoing Certificate of Ownership and Dedication and that they individually acknowledged to me that they executed the same freely and voluntarily for the uses and purposes therein mentioned.

WITNESS my hand and official seal this 11th day of JULY, 1972.

Myrtle V. Flynn  
Notary Public for the State of Alaska  
My commission expires MARCH 20, 1976

PLAT	
YANNIKOS SUBDIVISION	
CITY & BOROUGH OF SITKA, ALASKA	
Dated: May 17, 1972	Scale: 1" = 40'
Prepared By LARRY STRATTON - CIVIL ENGINEER BOX 1374 SITKA, ALASKA	
Surveyed By: L.C.S.	Traced By:
Drawn By: L.C.S.	Checked By:

*Drawer # 7*

*File # 116*









# CITY AND BOROUGH OF SITKA

## PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT GENERAL APPLICATION FORM

- Applications must be deemed complete at least TWENTY-ONE (21) days in advance of next meeting date.
- Review guidelines and procedural information.
- Fill form out completely. No request will be considered without a completed form.
- Submit all supporting documents and proof of payment.

### APPLICATION FOR:



VARIANCE



CONDITIONAL USE



ZONING AMENDMENT



PLAT/SUBDIVISION

### BRIEF DESCRIPTION OF REQUEST:

See attached

### PROPERTY INFORMATION:

CURRENT ZONING: R1-MH PROPOSED ZONING (if applicable): \_\_\_\_\_

CURRENT LAND USE(S): Residential PROPOSED LAND USES (if changing): \_\_\_\_\_

### APPLICANT INFORMATION:

PROPERTY OWNER: Larry Trani / Ann Walter

PROPERTY OWNER ADDRESS: 2008 HPR

STREET ADDRESS OF PROPERTY: 3603 HPR

APPLICANT'S NAME: Larry Trani

MAILING ADDRESS: 2008 HPR

EMAIL ADDRESS: ltrani@gci.net DAYTIME PHONE: 907-738-0417

### PROPERTY LEGAL DESCRIPTION:

TAX ID: 2-5599-000 LOT: 2 BLOCK: \_\_\_\_\_ TRACT: \_\_\_\_\_

SUBDIVISION: Yannikos Subdivision US SURVEY: \_\_\_\_\_

Trani

Last Name

1-30-20

Date Submitted

3603 HPR

Project Address

## REQUIRED INFORMATION:

### For All Applications:

- ☐ Completed General Application form
- ☐ Supplemental Application (Variance, CUP, Plat, Zoning Amendment)
- ☐ Site Plan showing all existing and proposed structures with dimensions and location of utilities
- ☐ Floor Plan for all structures and showing use of those structures
- ☐ Copy of Deed (find in purchase documents or at Alaska Recorder's Office website)
- ☐ Copy of current plat (find in purchase documents or at Alaska Recorder's Office website)
- ☐ Site photos showing all angles of structures, property lines, street access, and parking – emailed to [planning@cityofsitka.org](mailto:planning@cityofsitka.org) or printed in color on 8.5" x 11" paper
- ☐ Proof of filing fee payment **\$75 + tax**

### For Marijuana Enterprise Conditional Use Permits Only:

- ☐ AMCO Application

### For Short-Term Rentals and B&Bs:

- ☐ Renter Informational Handout (directions to rental, garbage instructions, etc.)

## CERTIFICATION:

I hereby certify that I am the owner of the property described above and that I desire a planning action in conformance with Sitka General Code and hereby state that all of the above statements are true. I certify that this application meets SCG requirements to the best of my knowledge, belief, and professional ability. I acknowledge that payment of the review fee is non-refundable, is to cover costs associated with the processing of this application, and does not ensure approval of the request. I understand that public notice will be mailed to neighboring property owners and published in the Daily Sitka Sentinel. I understand that attendance at the Planning Commission meeting is required for the application to be considered for approval. I further authorize municipal staff to access the property to conduct site visits as necessary. I authorize the applicant listed on this application to conduct business on my behalf.

Larry Trani  
Owner

1-30-20  
Date

Ann Walter  
Owner

1-30-20  
Date

I certify that I desire a planning action in conformance with Sitka General Code and hereby state that all of the above statements are true. I certify that this application meets SCG requirements to the best of my knowledge, belief, and professional ability. I acknowledge that payment of the review fee is non-refundable, is to cover costs associated with the processing of this application, and does not ensure approval of the request.

\_\_\_\_\_  
Applicant (If different than owner)

\_\_\_\_\_  
Date

Trani  
Last Name

1-30-20  
Date Submitted

3603 HPR  
Project Address



## General Application Form

BRIEF DESCRIPTION OF REQUEST: We want to build our new home so we can live primarily on one level. The proposed foundation outline covers 52% of the lot, which includes an existing garage foundation that we are incorporating into the new structure. When the coverage of decks and roof overhangs are factored in the lot coverage increases to 70%. Therefore our request for a variance is to allow for a 70% coverage with the stipulation that the residence will remain at 52% coverage.

Additionally, we would like a confirmation or variance for a 0' rear setback as per Sitka Building Code 22.20.035 notes to table 22.20-1 item number 12 which states....."No setbacks are required from property lines of adjacent filled, intertidal or submerged tidelands." The entire rear of this lot meets all three criteria of the above.

Larry Trani

3603 HPR



# CITY AND BOROUGH OF SITKA

## PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT SUPPLEMENTAL APPLICATION FORM VARIANCE

### APPLICATION FOR

☐ ZONING VARIANCE – MINOR EXPANSIONS, SMALL STRUCTURES, FENCES, SIGNS

☒ ZONING VARIANCE – MAJOR STRUCTURES OR EXPANSIONS

☐ PLATTING VARIANCE – WHEN SUBDIVIDING

**RATIONALE** - Alaska Statute 29.40.040(b)3 states that a variance may not be granted solely to relieve financial hardship or inconvenience. Explain why a variance is required for your project.

### POTENTIAL IMPACTS (Please address each item in regard to your proposal)

- TRAFFIC \_\_\_\_\_  
\_\_\_\_\_
- PARKING \_\_\_\_\_  
\_\_\_\_\_
- NOISE \_\_\_\_\_  
\_\_\_\_\_
- PUBLIC HEALTH AND SAFETY \_\_\_\_\_  
\_\_\_\_\_
- HABITAT \_\_\_\_\_  
\_\_\_\_\_
- PROPERTY VALUE/NEIGHBORHOOD HARMONY \_\_\_\_\_  
\_\_\_\_\_
- COMPREHENSIVE PLAN \_\_\_\_\_  
\_\_\_\_\_

Trani  
Last Name

1-30-20  
Date Submitted

3603 H PR  
Project Address



**REQUIRED FINDINGS (Choose ONE applicable type and explain how your project meets these criterion):**

**Major Zoning Variance (Sitka General Code 22.30.160(D)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. Special circumstances may include the shape of the parcel, the topography of the lot, the size or dimensions of the parcels, the orientation or placement of existing structures, or other circumstances that are outside the control of the property owner, specifically, \_\_\_\_\_

see attached \_\_\_\_\_;

b. The variance is necessary for the preservation and enjoyment of a substantial property right or use possessed by other properties but are denied to this parcel; such uses may include the placement of garages or the expansion of structures that are commonly constructed on other parcels in the vicinity, specifically, \_\_\_\_\_

see attached \_\_\_\_\_;

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, \_\_\_\_\_

see attached \_\_\_\_\_;

d. That the granting of such a variance will not adversely affect the comprehensive plan, specifically, (cite section and explain) \_\_\_\_\_

see attached \_\_\_\_\_

**Minor Zoning Variance (Sitka General Code 22.30.160(D)2)**

Required Findings for Minor Expansions, Small Structures, Fences, and Signs.

a. The municipality finds that the necessary threshold for granting this variance should be lower than thresholds for variances involving major structures or major expansions, specifically, \_\_\_\_\_

\_\_\_\_\_;

b. The granting of the variance is not injurious to nearby properties or improvements \_\_\_\_\_

\_\_\_\_\_;

c. The granting of the variance furthers an appropriate use of the property, specifically, \_\_\_\_\_

\_\_\_\_\_.

Trani  
Last Name

1-30-20  
Date Submitted

3603 HPR  
Project Address

**Platting Variance** (Sitka General Code 21.48.010)

A variance from the requirements of this title may be granted only if the planning commission finds that:

A. The granting of a platting variance will not be detrimental to the public safety, or welfare, or injurious to adjacent property, specifically, \_\_\_\_\_  
\_\_\_\_\_.

B. The tract to be subdivided is of such unusual size and shape or topographical conditions that the strict application of the requirements of this title will result in undue and substantial hardship to the owner of the property, specifically, \_\_\_\_\_  
\_\_\_\_\_.

**ANY ADDITIONAL COMMENTS** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Larry Trani  
Applicant

1-30-20  
Date

Trani  
Last Name

1-30-20  
Date Submitted

3603 H/PR  
Project Address



## Supplemental Application Form-Variance

### Major Zoning Variance

- a. Due to the small size of the lot (5719 sq ft) and our need to build a home which will allow us to live on one level are reasons for the above requests.
- b. The coverage request is similar to what our neighbor (3605 HPR) covers on a similar sized lot. Both that lot and ours were part of the same subdivision. The zero foot rear setback confirmation or variance is similar to what many lots on the seaside of HPR currently enjoy.
- c. The planned structure will pose no detrimental impacts to adjacent property owners but will enhance property values instead.
- d. The granting of the attached requests will not affect the comprehensive plan. Additionally, this home will be built above the flood zone.

Larry Trani

3603 HPR