



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

MEMORANDUM

To: Planning Commission

From: Maegan Bosak, Planning and Community Development Director

Subject: Short-term Rentals on Boats Plan

Date: February 17, 2017

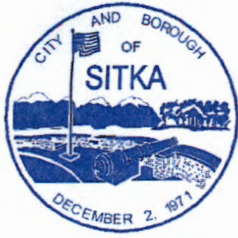
Last spring the Planning Commission and the Assembly approved a zoning text change allowing short term rentals on boats. Since then, there have been parties interested in obtaining a conditional use permit, however the process for approval was confusing and left both the Planning and Port and Harbors Commission struggling with procedure and requirements.

A joint worksession was held between the Planning Commission and Port and Harbors Commission in December. The meeting was well attended and include representatives from the Coast Guard advising the Commissions on the proper procedure to be in compliance with federal laws. The worksession included discussions over process, notification, conditions, fees and the amount of permits that would be allowed per harbor.

The Short-term Rental on Boats Plan, attached, outlines the Commission's discussions and gives clear direction on how to move these permit requests forward.

The Port and Harbors Commission approved the Plan on February 8, 2017.

RECOMMENDED ACTION: Pass a motion granting approval of the Short-term Rental on Boats Plan.



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Short-term Rentals on Boats

Joint planning by the Port & Harbor Commission and the Planning Commission

The purpose of this plan is to create a framework of approval for short term rentals in boats. In 2015, an interested citizen approached the Planning Department with a zoning text change application to allow short term rentals in the P public zone and more specifically in the municipal harbors. After discussion, the Planning Commission recommended approval to the Assembly and the Assembly approved the ordinance.

Since taking effect, there have been two applications for short term rental on a boat. Both have been in Crescent Harbor however the type and size of the vessels have varied.

Upon adjudicating, it became clear that more definition on the process of approval, collaboration on permitting with the United States Coast Guard, notification procedures, etc. was needed.

This plan is a result of a joint worksession between the Port and Harbor Commission and the Planning Commission.

The goal of the plan is to clearly state the review process so applicants can be aware prior to submitting.

Attachments:

Zoning Text Change Application

Planning Commission Minutes

Assembly Ordinance and Minutes

Review Process

1. Consultation with Planning Department on application requirements.
2. Consultation with USCG and inspection. Dockside Courtesy Exam would be completed to address fire, bilge, smoke and carbon monoxide, and sewer.
Vessel then falls into one of the three USCG classifications; 1) Bare Boat Charters, 2) Uninspected Passenger Vessel with Captain on Board at all times or 3) COI- Certificate of Inspection.
3. Completed application is submitted to the Planning Department. Fee is collected.
4. Short term rental on boats plan is consulted to ensure application meets all requirements.
5. Application is forward to Port and Harbor Department for review.
6. Port and Harbor Department scheduled review by the Port and Harbor Commission at their next regularly scheduled meeting.
7. If approved by Port and Harbor Commission, application will be scheduled for review by the Planning Commission at their next regularly scheduled meeting.
8. If approved applicant must fill out paperwork for business license and bed tax.
9. Short term rental Annual Report will be required and submitted to the Planning Department annual.
10. Any meritorious complaints will be addressed at a regularly scheduled Port and Harbor Commission meeting. Should the Commission feel the applicant is not in compliance with Port and Harbor Regulations and/or conditions associated with the permit approval, the Commission has the authority to revoke the short term rental on boats permit.

Notification Process

The public notification process will be increased from current SGC standards due to the harbor environment.

Notification for both the Port and Harbor Commission and Planning Commission meetings for approval will include:

- 1.) Newspaper agenda notification
- 2.) E-gov email notification to subscribers of Port and Harbor Department or Planning Department
- 3.) Harbor bulletin board notification
- 4.) Notification posted on vessel
- 5.) Mail notification to all float renters

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 over the twelve month period starting with the date the facility has begun operation. The report is due within thirty days following the end of the reporting period.
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. ~~The boat shall meet all Fire Marshal requirements, including but not limited to smoke alarms, carbon monoxide alarms, fire extinguishers, ventilation, emergency lighting, and emergency escape openings.~~ ***"Pursuant to SGC, Section 22.24.010(C)(2)(C), "Upon filing for sales tax and bed tax accounts, an owner shall obtain a life and safety inspection by the building department and shall comply with the requirements proposed by the department."***
14. **Shall comply with all applicable United States Coast Guard regulations regarding pleasure craft.**
15. ~~Shall receive review and recommendations to Planning Commission from the Port and Harbors Commission.)~~ ***"Permit to be reviewed by the Planning Commission after 6 months to address any impacts, concerns, and to allow Port and Harbors Commission the opportunity to review and comment on the permit."***
16. Failure to comply with any of the above conditions may result in revocation of the conditional use permit.

Number of Short Term Rentals on Boats

Harbormaster Stan Eliason is recommending that there be a limit of 2 short term rentals on boats per harbor resulting in a total of no more than 10 short term rentals on boats.

This number may change based on a recommendation from the Port and Harbor Commission.

Should the need arise, a waitlist will be developed and kept at the Port and Harbor Office.

CITY AND BOROUGH OF SITKA
PLANNING DEPARTMENT
ZONE CHANGE APPLICATION

ZONE MAP AMENDMENT FEE	\$100.00
ZONE TEXT AMENDMENT FEE	\$100.00
Plus current city sales tax	

Applicant's Name: TIM FULTON
Phone Number: 738-0740
Mailing Address: 225 Lakewood Drive Sitka AK 99835
Applicant's Signature: _____ Date Submitted: _____

Provide information or data, as necessary, to fully outline the reasons and justifications for the request. Attach additional sheets as necessary.

For official map amendments, the application shall contain:

1. A legal description of *each* subject property along with the owner's name, address, and contact person for *each* subject property;
2. An analysis showing the public benefit of the proposed amendment;
3. An analysis showing the proposal's consistency with the Comprehensive Plan;
4. A map of the area to be rezoned.

LIST SPECIFIC REQUEST: I am requesting a variance to allow a boat that is moored in one of Sitka's harbors to be used as a short-term vacation rental or B+B.

EXPLANATION OF REQUEST: Having a boat as a short-term rental is not currently done in Sitka. However, utilizing boats as short-term vacation rentals is done successfully in other places & is a growing niche in the travel & vacation market. With Sitka's new branding emphasizing the uniqueness of our town & location, a boat as vacation rental can meet two needs. First, according to the Sitka Convention & Visitors Bureau, often there is not enough bed space in Sitka to accommodate traveler demand. Second, a boat vacation rental can successfully fill a void for those vacationers looking for a unique travel experience. Television shows such as "Deadliest Catch" fuels the world's fascination with Alaska in general & Alaska fishing in particular. Staying overnight on a boat in a working harbor in Alaska's most beautiful city can be a dream come true for world travelers. This vacation rental opportunity can contribute significantly to Sitka's economy both through taxes & spending revenue. It is an opportunity for Sitka to say "yes" to a unique avenue of economic growth in a controlled manner.

After the application and supporting materials has been determined to be complete by the Planning Office, the request will be placed on the next available Planning Commission agenda.

CITY AND BOROUGH OF SITKA
Planning Commission
Minutes of Meeting
December 1, 2015

Present: Chris Spivey (Chair), Darrell Windsor (Vice-Chair), Tamie Parker Song—via phone (Member), Debra Pohlman (Member), Randy Hughey (Member), Maegan Bosak (PCDD), Michael Scarcelli (Senior Planner), Samantha Pierson (Planner I)

Absent: None

Members of the Public: Kevin Knox, Stan Eliason (Harbormaster), Forrest Dodson (via phone), Mary Holzman (via phone), Michael Tisher, Kelly Pellett, Cliff Richter, Jay Stelzenmeller

Chair Spivey called the meeting to order at 7:01 p.m.

Roll Call:

PRESENT: 5 – Spivey, Windsor, Parker Song (via phone), Pohlman, Hughey

Consideration of the Minutes from the November 3, 2015 meeting:

MOTION: M/S POHLMAN/WINDSOR moved to approve the meeting minutes for November 3, 2015.

ACTION: Motion **PASSED unanimously 5-0** on a voice vote.

The evening business:

**ZONING TEXT CHANGE
SHORT TERM RENTALS AND BED AND BREAKFAST OPERATIONS IN PUBLIC ZONE
TIM FULTON**

Public hearing and consideration of a zoning text change request filed by Tim Fulton. The proposed zoning text change would permit B&B's and Short-Term Rentals on boats in municipal harbors, in the Public Zone. The request is filed by Tim Fulton.

STAFF REPORT: Scarcelli reviewed the request, which would permit B&B's and short-term rentals in all properties zoned Public Lands District. Scarcelli stated that the Port and Harbors Commission had some positive and some negative thoughts about the request. Scarcelli stated concerns for sewage dumping and safety. Scarcelli noted that the applicant was currently at another board where he serves as chair, but can answer questions via phone if commissioners wished. Scarcelli read a letter submitted by the applicant.

COMMISSIONER DELIBERATION: Commissioners did not have questions for the applicant. Windsor asked for clarification on Public zoning. Scarcelli clarified that if the zoning text change was enacted, bed and breakfast operations and short-term rentals would be permitted or

conditional in all lands zoned Public Lands, beyond the harbors. Hughey asked about infrastructure and sewage concerns.

PUBLIC COMMENT: Port and Harbors Commission Chair Kevin Knox and Harbormaster Stan Eliason expressed concerns for sanitation, safety, traffic, and increased workload of harbor staff. Knox acknowledged that the request is interesting, and short-term rentals are permitted in harbors in other states. Eliason stated that boats must currently be taken to a dump station, since sewage pipes are not run to all boats.

MOTION: M/S HUGHEY/WINDSOR moved to approve the staff findings that 1) the proposal negatively impacts the public's health, safety, and welfare due to the anticipated impact to public infrastructure, the impacts resulting from sewage, the anticipated cost of enforcement and oversight; 2) is inconsistent with the comprehensive plan as discussed in the staff report; and 3) involves the broad impacts that a zoning text change would have on lands zoned Public.

ACTION: Motion **PASSED 5-0** on a voice vote.

MOTION: M/S HUGHEY/WINDSOR moved to recommend denial of a zoning text change request filed by Tim Fulton for a zoning text change to permit short-term rentals and Bed and Breakfast operations in the Public Zone as a permitted or conditional use.

ACTION: Motion **PASSED 5-0** on a voice vote.

7:25—Parker Song stated that she was having a hard time hearing discussion via phone. Commissioners agreed that since a quorum could be met without her, Parker Song could leave the meeting.

VARIANCE REQUEST

**263 KATLIAN AVENUE, LOT 14, BLOCK 5, SITKA INDIAN VILLAGE, U.S. SURVEY 2542
FORREST DODSON AND MARY HOLZMAN**

Public hearing and consideration of a variance request filed by Forrest Dodson and Mary Holzman for 263 Katlian Avenue and the adjacent tidelands. The variance request is for a reduction in lot size from 6,000 square feet to 4,428 square feet. The property is also known as Lot 14, Block 5, Sitka Indian Village, U.S. Survey 2542. The request is filed by Forrest Dodson and Mary Holzman. The owners of record are Forrest Dodson and Mary Holzman.

STAFF REPORT: Scarcelli reviewed the request. The variance would permit the creation of an undersized lot. The current lot is undersized, and the proposal would approximately double the lot size. This proposal would move the lot toward compliance. Scarcelli stated that the Historic Preservation reviewed the project and made a motion to approve, which failed.

APPLICANT: Forrest Dodson and Mary Holzman joined via phone, and stated that there was no new information.

& B, Sitka Indian Village, and Lot 56, Block 2, as shown on the supplemental plat of Sitka Indian Village. The request is filed by Jennifer Alley. The owner of record is Jennifer Alley.

STAFF REPORT: Scarcelli described the property and the request. The three legal lots have historically been held in common ownership. A recently demolished house crossed the adjoining lot lines of Lots 2 and 3. The proposed house would cross the adjoining lot lines of Lots 2, 3, and 56. Scarcelli stated that a replat would be the appropriate process. Scarcelli stated that approval is based on plans submitted, and cited neighbor concerns with building orientation. The prior owner of the property granted an easement to CBS, which resulted in street improvements. Concerns were raised at the February 2nd meeting that property markers may have been removed or covered by the city during construction, but there is no way to know that these markers were in place prior to road construction. Scarcelli stated that the "lot merger" described in Title 22 is a misnomer, and is not a legal lot merger process. State law states that variances cannot be granted solely for pecuniary or convenience reasons.

APPLICANT: Jennifer Alley shared pictures of the lot and proposed house. Hughey asked how much the survey would cost. Alley stated that a survey would be \$2000-3000. Alley stated that without a variance she might build a smaller house on one of the lots. Alley stated that she may move the house back further on the lot, which would give more space between the neighboring house.

PUBLIC COMMENT: Neighbor Mark White stated that he is satisfied with the site plan.

COMMISSIONER DELIBERATION: Pohlman stated that the plat process provides clarity, and a variance would be inconsistent. Bosak stated that staff are supportive of the construction of a new home; however, fairness requires adherence to the Municipal Code. Hughey stated a preference for a replat. Windsor stated a preference for a replat. Scarcelli recommended that if the commission is leaning toward denial, a postponement to allow for amendment could expedite the process and save the applicant money. The amendment would change the application to a variance from development standards.

MOTION: M/S POHLMAN/HUGHEY moved to postpone this item to allow for amendments to the application.

ACTION: Motion **PASSED unanimously 3-0** on a voice vote.

**ZONING TEXT CHANGE
SHORT TERM RENTALS AND BED AND BREAKFAST OPERATIONS IN PUBLIC ZONE
TIM FULTON**

Public hearing and consideration of a zoning text change request filed by Tim Fulton. The proposed zoning text change would permit Bed and Breakfast operations and Short-Term Rentals in the Public Zone. The request is filed by Tim Fulton.

STAFF REPORT: Scarcelli reviewed the request. Administration requested that this proposal be considered again by the Planning Commission. The applicant would like to see short-term rentals

allowed on boats in municipal harbors. This proposal could result in unique experiences for tourists. Planning and Harbors staff believe that previous concerns can be mitigated by harbor regulations and the conditional use process. Hughey asked about the Harbormaster's previously stated concerns. Bosak replied that the Harbormaster is supportive if approvals state that a proposed boat short-term rental is in conformance with Title 13, which addresses sewage. Bosak stated that prospective applications would go before Ports and Harbors Commission before coming to the Planning Commission. Windsor asked which other areas in town are zoned Public, which would also be impacted by the change. Scarcelli stated that staff could include language which specifies that Public zone short-term rentals are limited to boats in harbors.

APPLICANT: Fulton stated that this proposal is a good opportunity for the community. Fulton stated that he has used AirBnB across the world, and it has granted him the opportunity to experience the community more fully. Pohlman asked about sewage processing. Bosak stated that harbor regulations require that boats have a sewage containment system aboard, or that boat owners pay to have sewage pumped out. Pohlman clarified that any boat that did not conformed would not be approved for a permit, and Bosak confirmed this statement.

PUBLIC COMMENT: None.

COMMISSIONER DELIBERATION: Pohlman stated support for the amendment if the approval clearly indicates that the conditional use is for boats in harbors.

MOTION: M/S HUGHEY/POHLMAN moved to approve the staff findings that 1) The proposal does not impact public health, safety, and welfare; 2) The proposal is consistent with the comprehensive plan as discussed in the staff report; and; 3) The proposal would promote tourism, alleviate some burdens on the housing market, promote economic development, and utilize existing resources for the betterment of the public, health, and safety of the community.

ACTION: Motion **PASSED 4-0** on a voice vote.

MOTION: M/S POHLMAN/HUGHEY moved to recommend approval of a zoning text change request filed by Tim Fulton to permit boats as short-term rentals and Bed and Breakfast operations in harbors in the Public Zone as a conditional use.

MOTION: M/S HUGHEY/POHLMAN moved to amend the motion to remove "Bed and Breakfast operations" from the motion.

ACTION: Motion **PASSED 4-0** on a voice vote.

ACTION: Main motion as amended **PASSED 4-0** on a voice vote.

CONDITIONAL USE PERMIT REQUEST
LOT 27 OF US SURVEY 3302
FRANCES ANNE BUDYNGE AND KRISTINA ANN SCHELLER

municipal procurement procedures on a regular basis

Guevin shared concern that this ordinance would eliminate the public process of contracts coming before the Assembly. Eisenbeisz echoed the same concern.

Gorman stated the current contracting process significantly slowed down efficiencies for staff and put the City and Borough of Sitka (CBS) at a disadvantage for purchasing capacity.

Public Works Director, Michael Harmon, noted the policy would afford the municipality to conduct business in a more productive, modern, consistent and professional manner. Utility Director, Bryan Bertacchi, reiterated that the process would be significantly streamlined and allow staff to devote time to other work. Harmon noted the Public Works monthly report could be restructured to include progress on ongoing contracts and list awarded contracts.

Hunter spoke in support of the ordinance and stated if the project was in the budget, and below or under budget, staff could proceed with the task they'd been given. If over budget, it would need to come back before the Assembly. He stated it was a way to cut bureaucracy, increase productivity, and still respect authority for spending.

Guevin noted his biggest concern was transparency and wished to see a list of contracts available for public viewing. Gorman and staff stated this was achievable.

A motion was made by Swanson that this Ordinance be APPROVED on SECOND AND FINAL READING. The motion PASSED by the following vote.

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

XII. NEW BUSINESS:

New Business First Reading

K ORD 16-13 Adjusting the FY16 Budget

Chief Finance and Administrative Officer, Jay Sweeney, answered questions related to the two budget adjustment items: 1) a request from Sitka Community Hospital for a reappropriation of \$93,074, and 2) a \$50,000 appropriation of Commercial Passenger Excise Tax funds required to pay for the costs of bus transportation of cruise ship visitors.

A motion was made by Miyasato that this Ordinance be APPROVED on FIRST AND FINAL READING. The motion PASSED by the following vote.

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

L ORD 16-14 Amending Sitka General Code Title 22.16.015 "Permitted, Conditional and Prohibited Uses" to allow short-term rentals in the public zone as a conditional use

Tim Fulton spoke in support of the ordinance and offered it could result in increased opportunities for visitors and economic development.

Guevin spoke to sanitation concerns. He also hoped that passage of this ordinance wouldn't result in liveaboards being taken off the market for year round residents.

Hunter stated this idea had come before the Port and Harbors Commission. The Commission had stressed the importance of safety, visitors being familiar with the boat, and harbor surroundings.

A motion was made by Miyasato that this Ordinance be APPROVED on FIRST AND FINAL READING. The motion PASSED by the following vote.

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

- M** [ORD 16-15](#) Amending Title 15 of the Sitka General Code by adding a new Chapter 15.15 entitled "Community Assisted Utility Subsidization Effort" (first reading)

This item was pulled from the agenda.

Additional New Business Items

- N** [16-070](#) Discussion/Direction/Decision on the recruitment for a Municipal Attorney
- Human Resources Director, Mark Danielson, presented hiring schedule options. The following was decided: review of applications at a Special meeting on June 14 and Skype interviews the week of June 20 and June 27.

XIII. PERSONS TO BE HEARD:

None.

XIV. EXECUTIVE SESSION

None.

XV. ADJOURNMENT

A motion was made by Miyasato to ADJOURN. Hearing no objections, the meeting ADJOURNED at 9:40pm.

ATTEST: _____
Sara Peterson, CMC
Municipal Clerk

- A [16-094](#) Approve the minutes of the April 19, 21, 25, 26 Assembly meetings

This item was APPROVED ON THE CONSENT AGENDA.

- B [ORD 16-16](#) Adjusting the FY16 Budget (*Airport baggage and TSA project*)

This Ordinance was APPROVED ON THE CONSENT AGENDA - FIRST READING.

X. **UNFINISHED BUSINESS:**

- C [ORD 16-13](#) Adjusting the FY16 Budget

A motion was made by Miyasato that this Ordinance be APPROVED on SECOND AND FINAL READING. The motion PASSED by the following vote.

Yes: 6 - McConnell, Hunter, Miyasato, Eisenbeisz, Guevin, and Potrzuski

Absent: 1 - Swanson

- D [ORD 16-14](#) Amending Sitka General Code Title 22.16.015 "Permitted, Conditional and Prohibited Uses" to allow short-term rentals in the public zone as a conditional use

Kevin Knox, Chair of the Port and Harbors Commission, suggested if the ordinance passed, it would be helpful to revisit the floathome ordinance to consider allowing floathome short-term rentals. Administrator Gorman concurred and noted the floathome ordinance could be amended in the future to allow floathome short-term rentals.

Guevin stated it was important to ensure there weren't adverse affects on harbor sanitation and hoped the short-term rentals wouldn't affect long-term housing opportunities.

A motion was made by Miyasato that this Ordinance be APPROVED on SECOND AND FINAL READING. The motion PASSED by the following vote.

Yes: 6 - McConnell, Hunter, Miyasato, Eisenbeisz, Guevin, and Potrzuski

Absent: 1 - Swanson

XI. **NEW BUSINESS:**

- E [ORD 16-15](#) Amending Title 15 of the Sitka General Code by adding a new Chapter 15.15 entitled "Community Assisted Utility Subsidization Effort" (first reading)

This item was pulled from the agenda.

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2016-14

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA AMENDING SITKA GENERAL CODE TITLE 22.16.015 "PERMITTED, CONDITIONAL AND PROHIBITED USES" TO ALLOW SHORT-TERM RENTALS IN THE PUBLIC ZONE AS A CONDITIONAL USE

- CLASSIFICATION.** This ordinance is of a permanent nature and is intended to be a part of the Sitka General Code of the City and Borough of Sitka, Alaska.
- SEVERABILITY.** If any provision of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and application thereof to any person and circumstances shall not be affected thereby.
- PURPOSE.** The purpose of this ordinance is to 1) allow short term rentals in the public zone as a conditional use.
- ENACTMENT.** NOW, THEREFORE, BE IT ENACTED by the Assembly of the City and Borough of Sitka that SGC Chapter 22.16.015 is amended to read as follows (new language underlined; deleted language stricken):

Chapter 22.16 DISTRICT REGULATIONS

22.16.015 Permitted, conditional and prohibited uses.

Table 22.16.015-1
Residential Land Uses

Zones	P(1)	S F	SF LD	R-1	R-1 MH	R-1 LD MH	R-2	R-2 MHP	CBD (11, 12)	C-1 (11)	C-2 (11)	WD (2, 11)	I	GI (3, 10)	LI(3)	R	O S	GP (13)
RESIDENTIAL																		
• Single-family detached		P	P	P(4)	P(4)	P(4)	P(4)	P(4)		P	P	P		P	P	P	P	
• Townhouse				C(5)	C(5)	C(5)	C(5)	C(5)	C	P	P	P		C	C			
• Duplex				P	P		P	P		P	P	P		P	P			

Zones	P(1)	S F	SF LD	R-1	R-1 MH	R-1 LD MH	R-2	R-2 MHP	CBD (11, 12)	C-1 (11)	C-2 (11)	WD (2, 11)	I	GI (3, 10)	LI(3)	R	O S	GP (13)
• Residential zero lot line				P	P	P	P	P		P	P	P						
• Multiple- family				C(5)	C(5)	C(5)	P(5)	P(5)	P(5,8)	P(5)	P(5)	P(5)		C	C			
• Single manufactured home on an individual lot					P	P		P			P			C	C			
• Mobile home park								P			P	P						
• Accessory dwelling unit				P(14) C	C	C	P(14) C	C										
GROUP RESIDENCE S														C	C			
• Assisted living	C						C	C						C	C			
• Bunkhouse for transient workers							C	C				C		C				
• Dormitory	C(4)						C	C										
• Quasi- institutional	C			C	C	C	C	C						C	C			
TEMPORARY LODGING																		
• Hostel							C	C		P	P	P						
• Hotel/motel									P	P	P	P		PU/ CS	C	C		
• Bed and				C(7)	C(7)	C(7)	C(8)	C(8)	P	P	P	P		P	C			

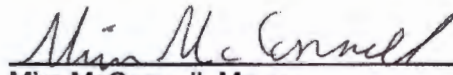
Zones	P(1)	S F	SF LD	R-1	R-1 MH	R-1 LD MH	R-2	R-2 MHP	CBD (11, 12)	C-1 (11)	C-2 (11)	WD (2, 11)	I	GI (3, 10)	LI(3)	R	O S	GP (13)
breakfast																		
• Short-term rental	C(15)			C	C	C	C	C	P	P(9)	P(9)	P(9)		P	C	P(9)		
• Rooming house							C	C	C	P	P	P		C	C			
• Lodge										P	P	P		PU/ CS	C			
• Limited storage				C(6)	C(6)	C(6)	C(6)	C(6)						P	C			

C. Residential Uses Table 22.16.015-1 Footnotes.

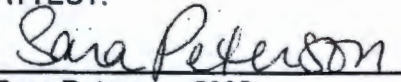
15. Conditional Use limited to allow boats to be used as short-term rentals in Harbors and slips within the Public Lands zoning district.

5. **EFFECTIVE DATE.** This ordinance shall become effective the day after the date of its passage.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 10th day of May, 2016.


Mim McConnell, Mayor

ATTEST:


Sara Peterson, CMC
Municipal Clerk

Sitka Port and Harbors Commission Minutes

Wednesday, February 8, 2017 6:00PM

Harrigan Centennial Hall

Port and Harbors Commission Members:

Josh Arnold, Melissa Greenhalgh, Dave Gordon,
Michael Nurco, Brendan Jones,
Matt Hunter (Assembly Liaison)

I. CALL TO ORDER

Chair Nurco called the meeting to order at approximately 6:12PM.

II. ROLL CALL

Present: Chair Michael Nurco, Melissa Greenhalgh (phone in), Josh Arnold, Dave Gordon, Brendan Jones (absent)

Assembly Liaison: Matthew Hunter

Staff: Harbormaster Stan Eliason, Deputy Harbormaster Chuck Hackett, Office Manager Kristi Jones

III. CORRESPONDENCE:

None.

IV. AGENDA CHANGES

None.

V. PERSONS TO BE HEARD

None.

VI. APPROVAL OF MINUTES

M – Arnold/S – Gordan moved to approve the January 11, 2017 minutes. Motion carried unanimously.

VII. REPORTS

- 1) Harbormaster – Stan Eliason, Harbormaster, let the commission know that the pilings at the Port Facility will be rescheduled to be fixed, due to a scheduling conflict with Turnagain Marine. Eliason stated that the Electric Department is busy fixing lights out in all of the harbors. Eliason let the commission know that OSHA was in town last week and gave us a few items to come in compliance with. Since he asked OSHA voluntarily to oversee any problems we had, the Harbor Department has time to fix these issues.

- 2) City Staff – Planning and Community Development Director Maegan Bosak. Baranof Warm Springs infrastructure management plan. Harbor short term rental plan.

The Baranof Warm Springs subject was placed on the next agenda, due to the Planning and Zoning waiting for more information from the Baranof Warm Spring homeowner's association. Maegan Bosak explained to the commission that the Planning Department and Harbor

Department worked together to create a framework for the applicant and the City, so that the review process is clear for both parties for short term rentals. Meagan explained the review process, the notification process, the conditions of approval and the limitations of each short term rental per harbor.

M – Arnold/S – Gordan moved to approve Short-Term Rentals on Boats. Motion carried unanimously.

3) Chair – None.

4) Assembly Liaison – Matthew Hunter let the commission know that the Assembly approved the Resolution in support of State of Alaska adopting changes to the National Electric code.

5) Other (s) - None

VIII. UNFINISHED BUSINESS

- 1) **Parking permits for live-a-boards.** – Commission table the issue, seeing that it was a non-issue, due to the City of Sitka having a permit process on the books.

IX. NEW BUSINESS

- 1) **Baranof Warm Springs moorage rates.** – Postponed till next meeting.

- 2) **Meeting in a box activity – input for the comprehensive plan.**

Maegan Bosak spoke about the City of Sitka updating their long-term comprehensive Plan as it looks at the year 2030. The packet and plan looks at issues addressing, land, economic and housing issues. The commission members asked if they could have time to take the plan home and turn in their comments to either city hall or the harbor department.

X. SET NEXT MEETING DATE AND AGENDA ITEMS

- 1) Agenda items for the next regular meeting of Wednesday, March 8th, 2017

Agenda Items:

- 1) Animal Landmines on the docks.
- 2) Financial Review of Harbors – Jay Sweeney

XI. ADJOURNMENT

M – Arnold/S – Gordan made a motion that the meeting be adjourned. Motion carried unanimously. Meeting adjourned at 7:05pm

Attest:
Chuck Hackett, Deputy Harbormaster