



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 18-15
Proposal: Request for short-term rental at 208 Jeff Davis Street
Applicant: Randy Hitchcock
Owner: Randy/Bridget Hitchcock
Location: 208 Jeff Davis Street
Legal: Lot B Campus View Subdivision
Zone: R-2 multifamily residential district
Size: 8399 square feet
Parcel ID: 18562013
Existing Use: Residential
Adjacent Use: Residential, Undeveloped, Fitness Center, Sitka Fine Arts Camp
Utilities: Existing
Access: Jeff Davis Street and access easement

KEY POINTS AND CONCERNS:

- Rental unit is a single-family structure
- Sufficient parking on-site
- Access from Jeff Davis Street and easement
- Owner will live on the adjacent property
- Neighborhood has historically housed college campus and related commercial uses
- Property exceeds minimum lot square footage for the zone
- Short-term rentals offer economic opportunity for homeowners but may impact long-term rental rates
- Burden is on the applicant to prove that the proposal will not negatively impact the neighborhood

RECOMMENDATION:

Staff recommends that the Planning Commission approve the conditional use permit request for a short-term rental at 208 Jeff Davis Street.

ATTACHMENTS

Attachment A: Applicant Materials

Attachment B: Staff Materials

BACKGROUND/PROJECT DESCRIPTION

The request is for a conditional use permit for a short-term rental of a single-family structure at 208 Jeff Davis Street. The house was constructed in 2012. The first floor is a garage, which the owners will continue to use as personal storage. The second floor is the dwelling unit to be used for short-term rental. The rental unit has a full kitchen, 2 bedrooms, and one bathroom. The rental will be managed by the owners who will live next door and be able to monitor for concerns.

Access to this lot is from Jeff Davis Street via an access and utility easement. The owners will live in the first house on the easement, and this house is the second on the easement. Other nearby short-term rental operations include rentals on Biorka Street, the hostel on Jeff Davis Street, and the Sitka Fine Arts Camp.

ANALYSIS

1. CRITERIA TO BE USED IN DETERMINING THE IMPACT OF CONDITIONAL USES.¹

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

Applicant does not anticipate additional traffic, and proposes that the short-term rental will result in less traffic than if the house was lived in by long-term inhabitants.

b. Amount of noise to be generated and its impacts on surrounding land use: Applicant anticipates no additional noise. The owner will live next door and can monitor for excessive noise.

c. Odors to be generated by the use and their impacts: Applicant anticipates no odors. Per condition of approval to mitigate bear concerns, garbage must be kept indoors or in a bear-proof enclosure until 4 am on garbage collection day.

d. Hours of operation: Up to a year-round short-term rental, although applicant estimates that the rental will not likely operate year-round.

e. Location along a major or collector street: Access from Jeff Davis Street to access easement.

f. Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario: Applicant acknowledges that some may cut through the

¹ § 22.24.010.E

Fine Arts Camp campus, but that he will inform renters of proper access. Motorists may have difficulty locating the correct house. Owner/manager should provide detailed directions to renters.

g. Effects on vehicular and pedestrian safety: Renters may walk from the property to destinations. Jeff Davis Street has sidewalks. Small code-compliant signage may be installed to help renters find the property.

h. Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: Same as if the unit had a long-term inhabitant.

i. Logic of the internal traffic layout: The two required parking spaces are provided on the property. A condition of approval requires all parking to be located on-site. Parking area is developed with brick, making it easy for those approaching to know where to park.

j. Effects of signage on nearby uses: Small signage may be installed to help renters find the property.

k. Presence of existing or proposed buffers on the site or immediately adjacent the site: Foliage provides buffering between this property and adjacent properties. Adjacent properties include undeveloped land on one side and residential lots on the other three sides (one owned by the applicants).

l. Relationship if the proposed conditional use is in a specific location to the goals, policies, and objectives of the comprehensive plan: Conforms to Comprehensive Plan Section 2.2.1 which emphasizes supporting “economic activities which contribute to a stable, long-term, local economic base” by allowing local homeowners to launch a small business and participate in the tourism industry and Section 2.6.2(K), which supports “development of facilities to accommodate visitors” that do not negatively impact surrounding residential neighborhoods, by operating a short-term rental with requirements to mitigate concerns for traffic, odors, and noise.

m. Other criteria that surface through public comments or planning commission review: Short-term rentals may cause the increase of long-term rental rates. In this case, an entire house is proposed for up to full-time short-term rental.

RECOMMENDATION

It is recommended that the Planning Commission approve the conditional use permit application for a short-term rental at 208 Jeff Davis Street.

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Motions in favor of approval:

1) I move to approve the conditional use permit request for a short-term rental at 208 Jeff Davis Street in the R-2 multifamily residential district. The property is also known as Lot B Campus View Subdivision. The request is filed by Randy Hitchcock. The owners of record are Randy and Bridget Hitchcock.

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 every year, covering the information on the form prepared by the Municipality, summarizing the number of nights the facility has been rented over the twelve month period starting with the date the facility has begun operation, 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 against the risk and impact of bears from the short term rental, the property owner shall assure all trash is deposited in trash receptacles that are stored in bear proof areas (whether enclosed garage or other bear proof area) and only placed on street for collection after 4 AM on trash collection day. Should this condition not be followed the CUP shall be revoked.
8. To mitigate against 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 on-street 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, appropriate access, parking, trash management, noise control, and a general admonition to respect the surrounding residential neighborhood.

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.

2) I move to find that:²

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 garbage management and noise monitoring;*
 - b. Adversely affect the established character of the surrounding vicinity *specifically, neighborhood has historically hosted a college campus and other related commercial uses;* 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, *specifically, on-site parking is provided.*
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 2.2.1 which emphasizes supporting “economic activities which contribute to a stable, long-term, local economic base” by allowing local homeowners to launch a small business and participate in the tourism industry and Section 2.6.2(K), which supports “development of facilities to accommodate visitors” that do not negatively impact surrounding residential neighborhoods, by operating a short-term rental with requirements to mitigate concerns for traffic, odors, and noise.*
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced, *specifically that the owner will live on the adjacent property and can monitor for infractions and take action as warranted.*

² § 22.30.160.C – Required Findings for Conditional Use Permits