



CITY AND BOROUGH OF SITKA

Minutes - Draft

Planning Commission

Chris Spivey, Chair
Darrell Windsor, Vice Chair
Randy Hughey
Victor Weaver

Wednesday, July 17, 2019

7:00 PM

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

Present: Chris Spivey (chair), Darrell Windsor, Randy Hughey, Kevin Knox (assembly liaison)

Absent: Victor Weaver (excused)

Staff: Amy Ainslie

Public: Richard Wein, Bridget Kauffman, Jacquie Foss, Shannon Haugland, Dan Evans, Amy Blair, Victoria Curran, Anne Chadwick, Wendy Alderson, Amy Danielson

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

II. CONSIDERATION OF THE AGENDA

III. CONSIDERATION OF THE MINUTES

M-Windsor/S-Hughey moved to approve the July 2, 2019 minutes. Motion passed 3-0 by voice vote.

A [PM 19-11](#) Approve the July 2, 2019 minutes.

Attachments: [11-July 2 2019 DRAFT](#)

IV. PERSONS TO BE HEARD

V. PLANNING DIRECTOR'S REPORT

Ainslie reported that the Floodplain Management ordinance had passed on first reading with the Assembly and would be considered for the second reading on Tuesday, July 23. There would be a work session before the Assembly's regular session to discuss the program and its implications. Ainslie shared that the Chinalski land sale that had been approved by the Commission earlier in the year was fully executed and complete. Ainslie also reminded the Commission that there was a vacant Commissioner seat and to inform Ainslie of any potential recruitment opportunities. There was no further information to share regarding the absent Planning Director position.

VI. REPORTS

VII. THE EVENING BUSINESS

B [MISC 19-15](#)

Public hearing and consideration of an extension on an initiation period for a conditional use permit for a short-term rental at 709 Lincoln Street approved under case number CUP 18-26. The property is also known as Lot 21, Block 13, Tract A, USS 1474. The request is filed by (Katharyn) Anne Chadwick. The owner of record is Lincoln Street House, LLC.

Attachments: [MISC 19-15 Chadwick Initiation Extension Memo](#)
[MISC 19-15 Chadwick Initiation Extension Applicant Note](#)
[MISC 19-15 Chadwick Initiation Extension Background](#)

Ainslie explained to the Commission that a conditional use permit had been issued to Anne Chadwick for a short-term rental at 709 Lincoln Street on August 20, 2018. The initiation period of conditional use permits for short-term rentals was 12 months; the permit holder was unable to meet that requirement due to construction/renovation projects that needed to happen to pass the required health/life/safety inspection. Due to those extenuating circumstances, Ainslie recommended approval of an extension.

The permit holder, Anne Chadwick came forward. Chadwick explained some of the work that needed to take place to meet the requirements of the health/life/safety inspection, including several windows which needed to be replaced to meet egress code. Chadwick felt confident with a few months extension, she could meet the inspection requirements and begin doing short-term rentals.

Commissioners were receptive to granting an extension. Spivey noted that with the variable of contractor time, he would prefer to grant a longer extension so that Chadwick would not have to get another extension or reapply for the permit. Commissioners agreed on a nine month extension.

M-Windsor/S-Hughey moved to extend the initiation period for CUP 18-26 to May 20, 2020. Motion passed 3-0 by voice vote.

C [VAR 19-02](#)

Public hearing and consideration of a zoning variance for front and side setbacks at 200 Park Street in the R-1 single-family and duplex residential district. The property is also known as A Portion of Lot 24, Block 14, Sitka Townsite. The request is filed by Zack and Jacquie Foss. The owners of record are Zack and Jacquie Foss.

Attachments: [VAR 19-02 Foss 200 Park Staff Report](#)
[VAR 19-02 Foss 200 Park Aerials](#)
[V 19-02 Foss 200 Park Street As Built](#)
[VAR 19-02 Foss 200 Park Site Plan](#)
[V 19-02 Foss 200 Park Street Photos](#)
[VAR 19-02 Foss 200 Park Applicant Materials](#)
[VAR 19-02 Foss 200 Park Public Comment](#)

As the request had been reviewed and postponed at the last meeting, Ainslie focused on the changes made to the proposal. The variances requested were to enable the development of 200 Park Street. The structure currently on the 4500 square foot lot was erected prior to the zoning code. The structure, with the exception of the foundation, was in tear-down condition. With eaves, the placement of the original structure encroached into the setbacks. The major changes to the previous proposal

were that the placement of the garage had been moved to the north side of the lot with the door facing north to meet safety and visibility concerns. The owners pushed the few expansions planned to the east side of the lot abutting an easement rather than the street frontages. A new parking plan had been submitted. Commissioners had questions about the arctic entry facing Etolin Street.

The applicant, Jacquie Foss came forward. Foss described the changes to the garage size and placements that had been made.

Public testimony was given by Dan Evans, Amy Blair, Wendy Alderson, Bridget Kauffman, and Victoria Curran. Evans stated that he appreciated the new placement of the garage and stated that garage orientation should be a consideration for future requests. Blair and Curran voiced concern about the arctic entry and it's proximity to Etolin Street. Alderson, Kauffman, and Curran had general concerns about higher density development in their neighborhood and further variances being granted. Curran was also felt that the lot was too small for two dwelling units. Ainslie read a letter from Nancy Jo Bleier into the record expressing support for the proposal, stating it would be an attractive, value-adding addition to the neighborhood.

Commissioners asked the applicant to come forward. Spivey asked for clarification on whether or not the arctic entry near Etolin Street was a part of the original foundation. Foss stated that she did not believe it was a part of the same foundation as the original structure which had a basement, though it was on piers and she did not yet know the depth of those piers. Foss stated that in the interest of moving forward with the rest of the proposal, she had an alternative plan to relocate an entry way to the west side of the house and eliminate the arctic entry. Commissioners took a ten minute recess to allow the public to look at the revised plans and would open the floor for public comment again at the end of the recess.

Amy Danielson, Alderson, and Kauffman restated previous concerns about granting variances and housing density in general. Unrelated to the proposal, Evans made comments about the use and conditions of the roads in the neighborhood, namely Etolin Street and Park Street.

Spivey clarified that the R-1 zoning district was for single-family and duplex residences, so the construction of a duplex was within the rights of the property owners. Further, Spivey also provided information on why changes to the development standards were made earlier in the year. Commissioners noted that fewer variances had been requested since the change of development standards. Commissioners discussed the changes to the plan since the prior meeting, Hughey and Windsor stated they were happy with the plans.

Ainslie clarified that the setbacks were as follows: The front south setback on Etolin Street would be decreased from 14 feet to 7 feet, the front west setback on Park Street would be decreased from 14 feet to 8 feet, and the east side setback would be decreased from 5 feet to 0 feet. The conditions of approval would be amended to meet these dimensions.

M-Hughey/S-Windsor moved to approve the zoning variance request for 200 Park Street in the R-1 zoning district subject to the listed conditions of approval. The property was also known as Lot 24, Block 14, Sitka Townsite. The request is filed by Zack and Jacquie Foss. The owners of record were Zack

and Jacquie Foss. Motion passed 3-0 by voice vote.

M-Hughey/S-Windsor moved to adopt the required findings for variances involving major structures or expansions. Motion passed 3-0 by voice vote.

VIII. ADJOURNMENT

Seeing no objection, Chair Spivey moved to adjourn the meeting at 8:10 pm.