



# CITY AND BOROUGH OF SITKA

## Minutes - Draft

### Planning Commission

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Wednesday, March 4, 2020

7:00 PM

Harrigan Centennial Hall

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

Present: Chris Spivey (Chair), Darrell Windsor (Vice Chair), Randy Hughey, Victor Weaver, Richard Wein (Assembly Liason).

Absent: Stacy Mudry (Excused)

Staff: Amy Ainslie, Andy Corak

Public: Judith Kell, Anthony Kell, Henry Colt, Richard Doland, Kim Perkins, Robb Garnic, Noah Dougan, Wendy Dougan.

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

#### II. CONSIDERATION OF THE AGENDA

#### III. CONSIDERATION OF THE MINUTES

##### A. [PM 20-04](#) Approve the February 19, 2020 meeting minutes

**Attachments:** [03-Feb 19 2020 DRAFT](#)

**M-Windsor/S-Weaver moved to approve the February 19, 2020 minutes. Motion passed 4-0 by voice vote.**

#### IV. PERSONS TO BE HEARD

#### V. PLANNING DIRECTOR'S REPORT

Ainslie began by informing the commission that the new City Administrator John Leach had taken over for Acting Administrator Hugh Bevan. Ainslie noted that the short term rental report would be postponed until the following meeting due to late submissions, but that the delayed report would be more complete. Ainslie noted the affordable housing fair on Saturday, March 7, and stated that she provided the Commission a copy of a special report on a parcel located at 4951 Halibut Point Road, which was part of the No Name Mountain development project.

Brylinsky provided an update on the status of the No Name Mountain/Granite Creek development project, and stated that to date over 25 interviews with knowledgeable stakeholders were completed. The next major meetings were scheduled for April 7th and 8th at the library. Brylinsky noted that drone footage of the project area was posted online. Brylinsky noted that the Tiny Houses ordinance was up for second and final reading at the next meeting.

#### VI. REPORTS

- B**     [MISC 20-03](#)     Special Report on 4951 Halibut Point Road

**Attachments:**     [4951 Halibut Point Road Special Report](#)

**VII.    THE EVENING BUSINESS**

- C**     [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](#)

Ainslie described this application for a short term rental, and noted the property was a 2 bedroom/2 bath located on Katlian Avenue, with 2 parking spaces, good access, and close proximity to town. Ainslie described the property as well-buffered, and noted that it would be professionally managed. For these reasons, staff recommended approval.

The applicant, Judith Kell, and her husband Anthony Kell were present. They stated that they wanted to attempt to rent the property as an AirBNB during the summer, with the possibility of converting to a long term rental in the future.

**M-Windsor/S-Weaver moved to approve 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 was also known as Lot 105, BIHA 2 Subdivision, USS 2542. The request was filed by Judith Kell. The owner of record was Judith Howard (Kell). The motion passed 4-0 by voice vote.**

**M-Windsor/S-Weaver moved to adopt the findings as listed in the staff report. Motion passed 4-0 by voice vote.**

- D**     [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](#)

Ainslie noted that the applicant presented this plat as a conceptual plat rather than a final plat. Ainslie stated that the lots were located on Middle Island in the Large Island zoning district, and were under a conditional use permit for use as a lodge at the time of application. Ainslie described 3 primary considerations in the lot merger process, the first being that the 3 lots were operating as a single economic unit. Second, one lot was non-conforming, which was remedied in the proposed merger. Finally, Ainslie noted that the change of density of structures across the lots was a consideration, and that while 25% coverage was the maximum for the zoning district before and after the change, the location on the lot where the structure coverage was located could affect buffers. Ainslie noted that pedestrian access easements would not be changed by this merger, and conditional use permitting requirements would remain in place for the lodge. Staff recommended approval.

The applicant Michael Coady was present telephonically. Coady stated that he was hoping to simplify his tax bill from 3 lots to 1, and noted that one of the conditions of use for the lodge was to keep the lots together. Commissioner Windsor asked how the right of way changes with the state went, Coady responded that this had been completed.

**M-Hughey/S-Weaver moved to approve 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 were also known as Lots 3, 4, and 5, Block 1, Middle Island Subdivision. The applicant was Michael Coady. The owner of record was Michael Coady. The motion passed 4-0 by voice vote.**

**M-Hughey/S-Weaver moved to adopt the findings as listed in the staff report. Motion passed 4-0 by voice vote.**

**E     [VAR 20-03](#)**

Public hearing and consideration of a variance for a substandard lot at Shotgun Alley, located in the SFLD single-family low density zoning district. The property is also known as a portion of Lot 14, USS 3557. The applicant is the State of Alaska Department of Natural Resources Division of Mining, Land, and Water and North57 Surveying. The owner of record is the State of Alaska.

**Attachments:**    [V 20-03 SoA Platting Variance Shotgun Alley Staff Report](#)  
[V 20-03 SoA Platting Variance Shotgun Alley Aerial](#)  
[V 20-03 SoA Platting Variance Shotgun Alley Preliminary Plat](#)  
[V 20-03 SoA Platting Variance Shotgun Alley Applicant Materials](#)

Ainslie noted that this variance was related to P 20-02, the following agenda item, and addressed three issues including right of way encroachment, created a new residential lot in the neighborhood, and also created a more straightforward means of access and utilities to an existing private lot. Ainslie noted that Shotgun Alley was developed as a right of way differently than it was platted, and that land set aside for the right of way was not developed. Ainslie said the State of Alaska was helping the City of Sitka by dedicating land to the right of way, and in exchange, the state requested permission to

sell the remaining portion of land previously designated for the right of way, but not used as such. Ainslie noted that the private lot ownership north of the project would benefit from owning the land allowing access to their property, but could not receive the land in a "preference sale" unless the lot was substandard, hence the design in this platting variance. Ainslie believed that this variance was in the best interest of the private lot owner, the City of Sitka, and the State of Alaska. Staff recommended approval.

Kelly O'Neill was present on behalf of the State of Alaska and North57 Surveying. Commissioners had no further questions for the applicant.

Member of the public Kim Douglas Perkins was present, and stated that he was the neighbor to the north. He stated that as long as the public access easement allowing access to the water depicted on the preliminary plat remained once the subdivision was finalized, he had no issues with the variance.

**M-Hughey/S-Windsor moved to approve a variance for a substandard lot at Shotgun Alley, located in the SFLD single-family low density zoning district. The property was also known as a portion of Lot 14, USS 3557. The applicant was the State of Alaska Department of Natural Resources Division of Mining, Land, and Water and North57 Surveying. The owner of record was the State of Alaska.**

**M-Hughey/S-Windsor moved to adopt the findings as listed in the staff report. Motion passed 4-0 by voice vote.**

**F**      [P 20-02](#)

Public hearing and consideration of a preliminary plat for a minor subdivision to result in two lots at Shotgun Alley, located in the SFLD single-family low density zoning district. The property is also known as Lot 14, USS 3557. The applicant is the State of Alaska Department of Natural Resources Division of Mining, Land, and Water and North57 Surveying. The owner of record is the State of Alaska.

**Attachments:**      [P 20-02 SoA Shotgun Alley Subdivision Staff Report](#)  
[P 20-02 SoA Shotgun Alley Subdivision Aerial](#)  
[P 20-02 SoA Shotgun Alley Subdivision Preliminary Plat](#)  
[P 20-02 SoA Shotgun Alley Subdivision Applicant Materials](#)

Ainslie noted this subdivision pertained to the previous item, VAR 20-03, which the commission had covered in detail, and pertained to lot one. Ainslie noted that this subdivision would create Lot 2 which would be available for public auction. She noted this proposed Lot 2 had a scenic view, good access, and was sufficiently sized for the zoning district, and had sewer/water/power access. Ainslie stated that police and fire reviewed the subdivision, and had no issues for access of emergency response. Ainslie stated that the development of the lot via subdivision and auction fit Sitka's goals and master plan, and staff recommended approval.

Kelly O'Neill was present on behalf of the State of Alaska and North57 Surveying.

**M-Hughey/S-Weaver moved to approve a preliminary plat for a minor subdivision to result in two lots at Shotgun Alley, located in the SFLD single-family low density zoning district. The property was also known as Lot**

14, USS 3557. The applicant was the State of Alaska Department of Natural Resources Division of Mining, Land, and Water and North57 Surveying. The owner of record was the State of Alaska. Motion passed 4-0 by voice vote.

M-Hughey/S-Windso moved to adopt the findings as stated in the staff report. Motion passed 4-0 by voice vote.

**G**     [VAR 20-04](#)

Public hearing and consideration of a platting variance to create 2 substandard lots at 746 Alice Loop in the WD waterfront zoning district. The property is also known as Lot 2 Charlie Joseph Subdivision. The request is filed by Kris Karsunky. The owner of record is Jay Stevens.

**Attachments:**     [V 20-04 Karsunky 746 Alice Platting Variance Staff Report](#)  
[V 20-04 Karsunky 746 Alice Platting Variance Aerial](#)  
[V 20-04 Karsunky 746 Alice Platting Variance Proposed Plat](#)  
[V 20-04 Karsunky 746 Alice Platting Variance Buildable Area Diagram](#)  
[V 20-04 Karsunky 746 Alice Platting Variance Applicant Materials](#)  
[V 20-04 Karsunky 746 Alice Platting Variance Public Comment](#)

Spviev noted the applicant was not present.

M-Hughey/S-Windsor moved to postpone VAR 20-04 to the March 18th meeting. Motion passed 4-0 by voice vote.

**VIII.    ADJOURNMENT**

Seeing no objection, Chair Spivey adjourned the meeting at 7:40 PM