



# CITY AND BOROUGH OF SITKA

## Minutes - Draft

### Planning Commission

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Wednesday, July 7, 2021

7:30 PM

Harrigan Centennial Hall

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

Present: Chris Spivey (Chair), Stacy Mudry, Wendy Alderson  
Absent: Darrell Windsor, Katie Riley (Excused)  
Staff: Amy Ainslie, Ben Mejia  
Public: Brad Shaffer, Randy Hughey, Shannon Haugland (Sitka Sentinel)

**Chair Spivey called the meeting to order at 7:30pm.**

#### II. CONSIDERATION OF THE AGENDA

#### III. CONSIDERATION OF THE MINUTES

##### A [PM 21-13](#) Approve the June 16, 2021 minutes.

**Attachments:** [13-June 16 2021 DRAFT](#)

**M-Mudry/S-Alderson moved to approved the June 16, 2021 minutes. Motion passed 3-0 by voice vote.**

##### B [PM 21-14](#) Approve the June 16, 2021 special meeting minutes.

**Attachments:** [14-June 16 2021 Special Meeting DRAFT](#)

**M-Mudry/S-Alderson moved to approved the June 16, 2021 special meeting minutes. Motion passed 3-0 by voice vote.**

#### IV. PERSONS TO BE HEARD

#### V. PLANNING DIRECTOR'S REPORT

Ainslie informed the Commission that she would be out of office from 7/8 to 7/13 and that the Planning Department would be closed on Friday, 7/9 when both Ainslie and Mejia would be out of office. Ainslie notified the Commission that due to a full agenda at the next meeting, the report on the short-term rental community survey has been postponed. Alderson informed staff of her scheduled absence on the 7/21 meeting, Spivey noted that he may have a work schedule conflict for the 7/21 meeting.

#### VI. REPORTS

#### VII. THE EVENING BUSINESS

**C**     [P 21-04](#)

Public hearing and consideration of a preliminary plat for a minor subdivision of the property at 601 Baranof Street in the R-1 Single-Family and Duplex Residential District. The property is also known as Lot 1, Shaffer/Rezek Lot Line Adjustment. The request is filed by David Thomas. The owner of record is David Thomas.

**Attachments:**     [P 21-04 Thomas 601 Baranof Street Minor Sub Staff Report](#)  
[P 21-04 Thomas 601 Baranof Street Minor Sub Aerial](#)  
[P 21-04 Thomas 601 Baranof Street Minor Sub Current Plat](#)  
[P 21-04 Thomas 601 Baranof Street Minor Sub Preliminary Plat](#)  
[P 21-04 Thomas 601 Baranof Street Minor Sub Photos](#)  
[P 21-04 Thomas 601 Baranof Street Minor Sub Applicant Materials](#)

Ainslie introduced the proposal to subdivide a 1.24 acre lot into 2 lots at 601 Baranof Street situated between a residential area and Moose Cemetery. Ainslie explained that the current lot made contact with 2 rights-of-way, Baranof Street and Hirst Street but that once subdivided each lot would have access from 1 right-of-way though Lot 1 would require a utility easement from Hirst Street through Lot 2. Ainslie noted that the area was heavily wooded and vegetated with a steep grade change along the eastern boundary. Ainslie explained that the applicant had received feedback from city staff that Army Corps of Engineers permitting may be necessary for development due to likely presence of wetlands and that municipal engineers would require an engineered drainage plan prior to final plat, as was added as a condition of approval. Ainslie concluded that the resultant lots far exceeded development standards with access and utilities provided via municipal rights-of-way. Staff recommended approval.

The applicant, David Thomas, was present. Thomas explained his intent to sell Lot 2 and retain Lot 1 to replace the existing structure for his personal residence. Thomas mentioned that the lot had rock dumped into the wetlands area and had existing drainage, and asked why an engineered drainage plan would be required. Spivey responded that it was necessary because future development may impact existing drainage. Ainslie explained that the drainage study was required by subdivision regulations.

The floor was opened for public comment. No comment was made. The Commission voiced their approval of the proposal subject to the listed conditions of approval.

**M-Alderson/S-Mudry moved to approve the preliminary plat for a minor subdivision to result in two lots at 601 Baranof Street in the R-1 single-family and duplex residential district subject to the attached conditions of approval. The property is also known as Lot 1, Shaffer/Rezek Lot Line Adjustment. The request was filed by David Thomas. The owner of record was David Thomas. Motion passed 3-0 by voice vote.**

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

**D**     [MISC 21-13](#)

Commission review of a proposed site plan for 1410 and 1414 Halibut Point Road in the R-2 multifamily district. The properties are also known as Tracts 1 and 2 of U.S. Survey 500. The request for review is filed by the Sitka Community Land Trust. The owner of record is City and

Borough of Sitka.

**Attachments:**     [MISC 21-13\\_1 - Staff Memo](#)  
                              [MISC 21-13\\_2 - Aerial](#)  
                              [MISC 21-13\\_3 - Conceptual Site Plan](#)  
                              [MISC 21-13\\_4 - Conceptual renderings](#)  
                              [MISC 21-13\\_5 - Photos](#)  
                              [MISC 21-13\\_6 -SCLT Correspondence](#)  
                              [MISC 21-13\\_7 - ORD 2015-56](#)  
                              [MISC 21-13\\_8 - ORD 2006-32](#)

Ainslie introduced the item for conceptual site plan review of 1410 and 1414 Halibut Point Road by Sitka Community Land Trust (SCLT). Ainslie explained that the 2015 ordinance which authorized the transfer of a portion of the "the old city shops" land to SCLT with the intent to transfer the remainder of the land at a later date once SCLT could demonstrate their ability to develop the land for affordable housing. Ainslie noted that the original development created 7 lots with 5 lots committed and 5 more on the wait-list. Ainslie explained that the availability of grant funding made SCLT believe it the appropriate time to initiate the transfer of the remaining land. Ainslie clarified that the item was not a subdivision application but rather a conceptual site plan to aid in future development if approved, and that the applicant requested Commission feedback to support the Assembly decision as they consider the ordinance.

Spivey asked if the landslide ordinance was under review as it restricted development potential. Ainslie explained that it was, though the applicant wanted to make sure that development was safe.

Randy Hughey was present, as representative of the applicant. Hughey explained that the land trust model for affordable housing was to remove land cost and construct small housing to reduce costs for prospective buyers. Hughey explained that SCLT had contracted engineering services for geotechnical analysis to prevent another landslide. Hughey explained that there was contaminated soil on the site but test holes suggested the identified building locations were not contaminated and would not require cutting into the hillside.

The floor was opened for public comment. No comment came forward.

The Commission voiced their support.

**M-Alderson/S-Mudry moved to support the transfer of land at 1410 and 1414 Halibut Point Road to the Sitka Community Land Trust. Motion passed 3-0 by voice vote.**

**E     [MISC 21-09](#)**

**Discussion/Direction on Short-Term Tourism Plan**

Item was not discussed as there proved to be sufficient time in the special meeting.

**No action taken.**

**VIII.    ADJOURNMENT**

**Chair Spivey adjourned the meeting at 8:10pm.**