



CITY AND BOROUGH OF SITKA

Minutes - Final

Planning Commission

Chris Spivey, Chair
Darrell Windsor, Vice Chair
Randy Hughey
Richard Parmelee
Taylor Colvin

Thursday, March 22, 2018

7:00 PM

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

Vice-Chair Windsor called the meeting to order at 7:01 PM.

Present: Darrell Windsor, Randy Hughey, Richard Parmelee
Absent: Chris Spivey (excused), Taylor Colvin (excused), Kevin Knox (Assembly liaison), Aaron Bean (Assembly Liaison alternate)
Staff: Michael Scarcelli, Samantha Pierson

II. CONSIDERATION OF THE AGENDA

Director Scarcelli indicated Item F could be pulled from the agenda since not all of the owners signed the application, which is required; however, Scarcelli indicated we could move forward as owners had indicated to the applicant that they were supportive of the application. And that the commission could address that issue regarding signatures at that time of the item. Consent of body was to keep agenda as is.

III. CONSIDERATION OF THE MINUTES

A [PM-40](#) Approval of the February 22, 2018 meeting minutes.

Hughey/Parmelee moved to approve the February 22, 2018 meeting minutes.
Motion passed 3-0.

IV. PERSONS TO BE HEARD

Jerry Kilikowski joined the meeting telephonically to represent University of Alaska Southeast and state that UAS doesn't want their land near Whale Park to be designated for residential use in the comprehensive plan, but rather industrial use. Scarcelli noted that the land is currently zoned residential and that the discussion is open; however, the comprehensive plan must look at the best interests of the community and public input was largely in favor of the proposal for residential use of the area.

V. PLANNING DIRECTOR'S REPORT

B [MISC 18-10](#) Director's Report - March 22

Scarcelli shared that a Certified Local Government grant project for historic preservation at Sheldon Jackson Campus garnered national attention in a recent newsletter.

VI. REPORTS

VII. THE EVENING BUSINESS

C [VAR 18-03](#)

Public hearing and consideration of a variance request for the reduction in the front setback from 20 feet to 10 feet for the construction of a single-family house in the R-1 single-family and duplex residential district. The property is also known as Lot 4 McCoy Subdivision. The request is filed by Amy Zanuzoski. The owners of record are Brian Oberreuter and Amy Zanuzoski.

Pierson described the request for front setback reduction from 20 feet to 10 feet for construction of a single-family home with garage/shop on the first floor. Pierson clarified that because of the zoning, the shop could only be used for personal residential use. Pierson stated that front setback variances are rare in this neighborhood. Parking is designated in the front and rear. The lot is constrained by a 20 foot access easement on one side and steep rear topography due to excavation. The site is undeveloped except for excavation. Pierson discussed the site plan and stated that there is an electric pole located close outside the property line. Pierson discussed that while the proposal might be okay for existing electric infrastructure, the Electric Department plans upgrades that might require more space between the existing pole and proposed structure. In consultation with the Electric Department and in consideration of existing constraints and zoning development standards found in Sitka General Code, staff recommend granting of a modified variance for the reduction of the front setback from 20 to 15 feet.

Amy Zanuzoski and Brian Oberreuter represented the request. Brian Oberreuter stated that the existing pole is outside of the property line and has heard varying information that the structure needs to be 10 or 15 feet from the electric infrastructure. Oberreuter would like to best utilize the property without having a 15 foot rear retaining wall. Windsor asked about the rear parking and Oberreuter clarified that the rear parking would be accessed by the easement. Oberreuter stated that with a 11 foot front setback the structure would be 34 feet from the street pavement. Scarcelli suggested postponing to allow for more work with the Electric Department and Oberreuter stated that the item had already been postponed and was concerned for delaying construction. Alternatively, Scarcelli suggested a condition of approval to require approval by the Electric Department to approve the greater variance request of a 10 foot setback, or if not approve by the electric department to reduce the setback variance to 15 feet. In addition, due to confusion of where a setback gets measured from, Scarcelli pointedly indicated the setback distance is measured from the property line as zero to the structure and eaves which must be 20 feet back; therefore a reduction of their front setback from 20 feet to 10 feet means that the structure and eaves must be 10 feet back (setback) from the property line. Oberreuter stated that further excavation on would make turning vehicles difficult. Parmelee stated that further rear excavation would eliminate parking in the rear.

No public comment.

Commissioners spoke in favor of a condition of approval subject to the Electric Department's approval.

Hughey/Parmelee moved to approve the variance request for the reduction of

the front setback from 20 feet to 10 feet for the construction of a single-family house at 1940 Dodge Circle subject to approval of the Electric Department. In the event that Electric Department does not approve that distance, the variance is approved for the reduction in the modified front setback from 20 feet to 15 feet for the construction of a single-family house. The property is also known as Lot 4 McCoy Subdivision. The request is filed by Amy Zanuzoski. The owners of record are Brian Obereutter and Amy Zanuzoski. Motion passed 3-0.

Hughey/Parmelee moved to adopt and approve the required findings for major structures or expansions. Before any variance is granted, it shall be shown:

- a) That there are special circumstances to the intended use that do not apply generally to the other properties, here the steep rear topography;
- b) The variance is necessary for the preservation and enjoyment of a substantial property right of use possessed by other properties but are denied to this parcel, here, the economical development of a single-family structure on an undeveloped lot;
- c) That the granting of such a variance will not be materially detrimental to the public welfare or injurious to the property, nearby parcels, or public infrastructure, specifically, that sufficient parking is provided on-site and the modified variance would protect future development of electric infrastructure;
- d) That the granting of such will not adversely affect the Comprehensive Plan: specifically, the variance is in line with Comprehensive Plan Section 2.4.1 which states, "To guide the orderly and efficient use of private and public land in a manner which maintains a small-town atmosphere, encourages a rural lifestyle, recognizes the natural environment, and enhances the quality of life for present and future generations," by allowing for the cost-effective development of a single-family structure in the R-1 zone while protecting municipal infrastructure.

Motion passed 3-0.

D [P 18-01](#)

Public hearing and consideration of a minor subdivision to result in 4 lots at 140 Granite Creek Road in the C-2 General Commercial Mobile Home District. The property is also known as Lot 2 Lower Granite Creek Subdivision. The request is filed by Pete Jones. The owner of record is Jones & White, LLC.

Pierson described the request for final approval of the subdivision. Pierson noted that under current code, the lots could not be further subdivided. Items to be completed after the plat approval include receiving approval of the manufactured home park, providing evidence that utilities were installed according to appropriate CBS procedure, and preparing and recording easement agreements. Staff recommend approval of the final plat subject to conditions of approval. Windsor asked about possible future subdivision. Scarcelli raised concerns about the fourth large lot and that further development of that lot would be constrained by this minor subdivision and the codes requirements for majors. Scarcelli stated that while current code would constrain further subdivision, perhaps code will be amended in the future to allow it.

Pete Jones stated that he had nothing additional to share.

No public comment.

Windsor stated that he saw no problems.

Hughey/Parmelee moved to approve the final plat for a minor subdivision at 140 Granite Creek Road subject to the attached conditions of approval. The property is also known as Lot 2 Lower Granite Creek Subdivision. The request

is filed by Pete Jones. The owner of record is Jones & White, LLC.

Conditions of Approval.

1. All utilities, including water, sewer, and electricity shall be required to have an approved permit from the municipality; and all utility permits and design shall comply with all applicable code and design policies including, but not limited to 15.04.100, 15.04.110, 15.04.240, and 15.04.250.
 2. This subdivision development and the final plat, prior to recording, complies with all applicable Sitka General Code.
 3. Please note: Minor errors, corrections, and language of plat notes, may be approved by the Planning Director that do not substantially and materially impact the nature of the subdivision.
 4. All applicable state, federal, and tribal permits, licenses, regulations, and statutes shall be followed in subdividing this land.
 5. Access and utility easement maintenance agreements shall be recorded and referenced on the plat.
 6. Manufactured home park must comply with all requirements of Sitka General Code, particularly Title 6, including but not limited to setbacks, parking, and play yard.
 7. Manufactured home park must receive approval from the Building Official and Planning Director.
- Motion passed 3-0.

Hughey/Parmelee moved to find that:

- a. The final plat meets its burden of proof as to access, utilities, and dimensions;
- b. That the proposed minor subdivision final plat complies with the Comprehensive Plan Section 2.4.19 by going through the required subdivision process;
- c. That the proposed minor subdivision final plat complies with the subdivision code; and
- d. That the minor subdivision final plat is not injurious to the public health, safety, and welfare.

Motion passed 3-0.

E [P 18-02](#)

Public hearing and consideration of a minor subdivision to result in two lots at 2310 Halibut Point Road in the R-1 MH District. The property is also known as a portion of Lot 13 US Survey 2418. The request is filed by John and Jamie Licari. The owner of record is JPJL, LLC.

Scarcelli gave an overview of the proposed 2 lot subdivision. The property is in the low landslide risk zone, although the proposed access via Sand Dollar Drive and Kramer Avenue does go through medium and high risk areas. Scarcelli pointed out that access via Halibut Point Road isn't practical. Scarcelli recommended a postponement to work out access, drainage, utilities, and easement issues with the adjacent proposed subdivision. Commissioners noted that the applicant was not present at the hearing.

Hughey/Parmelee moved to postpone consideration of the preliminary plat for a minor subdivision at 2310 Halibut Point Road subject to a staff pre-conceptual design review meeting with all adjacent proposed subdivision requests (Licari, Tisher, Vacation). The property is also known as Portion of Lot 13 US Survey 2418. The request is filed by John Licari. The owner of record is JPJL, LLC.

Motion passed 3-0.

F [P 18-06](#)

Public hearing and consideration of a request to vacate platted access and slope easements and realign the access easement at 2314, 2316, 2318, and 2370 Halibut Point Road in the R-1 MH district. The property is also known as

Lots 1, 2, 3, and 4 Oceanview Ridge Subdivision. The request is filed by Michael Tisher. The owners of record are Michael Tisher, Jeremiah Jeske, George and Tamara Eliason, and Volney and Linda Smith.

Scarcelli stated that an application has not been received with signatures of all owners but staff have spoken with three of the four owners who state support for the vacation. Scarcelli stated that a property sale is on hold because of a house encroaching the easement. Scarcelli gave an overview of the vacation in question and the proposed access. Scarcelli stated that a utility plan should be provided and easement agreements agreed to and signed by all parties. Scarcelli stated that the item could be postponed or given conditional approval.

Michael Tisher stated that utilities have been installed since the 1980s and he believes the surveyor can show the utilities. Scarcelli asked if Tisher had been in contact with Smith about the vacation and Tisher replied that he had not yet been in contact. George Eliason stated that Smith is currently out of cell service but he believes Smith will be in support. Scarcelli stated that he received a phone call of support from Jeske.

Parmelee/Hughey moved to approve the request to vacate platted access and slope easements and realign the access easement at 2314, 2316, 2318, and 2370 Halibut Point Road in the R 1 MH district subject to conditions of approval. The property is also known as Lots 1, 2, 3, and 4 Oceanview Ridge Subdivision. The request is filed by Michael Tisher. The owners of record are Michael Tisher, Jeremiah Jeske, George and Tamara Eliason, and Volney and Linda Smith.

Conditions of Approval:

- 1. Signatures of all ownership interests in easement and agreement to vacate and modify easement must be provided.**
 - 2. Access easement agreements including maintenance agreements must be signed and recorded.**
 - 3. Utility plans must be provided. If necessary, utility easement agreements including maintenance agreements must be adequately provided.**
 - 4. Approval of entire subdivision concepts for Tisher, Licari, and this vacation to ascertain if access and utilities are best provided in the proposed designs. Staff would request a sit-down with all subdivision applicants and staff.**
- Motion passed 3-0.**

Parmelee/Hughey moved to find that the proposal complies with the Comprehensive Plan and Sitka General Code and is not injurious to public health, safety, and welfare. Motion passed 3-0.

G [P 18- 04](#)

Public hearing and consideration of a minor subdivision to result in four lots at 2370 Halibut Point Road in the R-1 MH District. The property is also known as Lot 1 Oceanview Ridge Subdivision. The request is filed by Michael Tisher. The owner of record is Michael Tisher.

Scarcelli gave an overview of the proposed 4 lot subdivision, including land slide risk. Proposed access is from Kramer Avenue. The submitted plat shows developed building pads and access easement. Scarcelli stated that the applicant and neighboring Licari should sit down with Planning, Public Works, and Electric staff to address access, utilities, and drainage concerns. Other necessary approvals will be DEC and Army Corps of Engineers as the project progresses. Staff recommend a postponement to allow for Tisher and Licari to work with CBS staff to address issues regarding access, drainage, utilities, and easements.

Michael Tisher stated that proposed access will be shared with Licari's proposed

subdivision. Scarcelli stated that staff will look at options that are cost-effective while meeting requirements. Hughey asked if a postponement would be manageable, and Tisher stated that it would. Tisher asked about moving the Kramer Avenue gate. Scarcelli stated that is an important piece to work out with the CBS team. Scarcelli stated that staff will schedule a development review committee quickly and schedule a special meeting of the Planning Commission.

No public comment.

Parmelee/Hughey moved to postpone consideration of the preliminary plat for minor subdivision to result in four lots at 2370 Halibut Point Road in the R 1 MH District subject to a staff pre-conceptual design review meeting with all adjacent proposed subdivision requests (Licari, Tisher, Vacation). The property is also known as Lot 1 Oceanview Ridge Subdivision. The request is filed by Michael Tisher. The owner of record is Michael Tisher. Motion passed 3-0.

H [VAR 18-02](#)

Public hearing and consideration of a variance major amendment request for the reduction in the front setback from 20 feet to 8 feet for the construction of a carport at 205 Crabapple Drive in the R-1 single-family and duplex residential district. The property is also known as Lot 23 Lakeview Heights Addition. The request is filed by Aaron Routon. The owners of record are Aaron and Emily Routon. The commission will consider a motion to rescind action taken on February 22, 2018.

Scarcelli outlined the procedure for rescinding action taken at the February 22 meeting. Scarcelli explained that the applicant sought to appeal the decision on grounds of material fact and misinformation being spoken at the table. Scarcelli indicated typically the appeal can go straight to the assembly, but that in this case it seemed appropriate after discussion with the municipal clerk to address this matter at the planning commission if agreed. This application can be revisited by the Planning Commission after passing a motion to rescind.

Hughey/Parmelee moved to rescind the following motions adopted at the February 22, 2018 Planning Commission meeting regarding a variance major amendment request filed by Aaron Routon for 205 Crabapple Drive.

- **A motion to adopt and approve the required findings in support of approval;**
 - **A motion to adopt and approve the required findings in support of denial; and**
 - **A motion to deny a variance request for 205 Crabapple Drive for the reduction of the front setback from 20 feet to 8 feet for the construction of a carport.**
- Motion passed 3-0.**

Pierson described the request for front setback reduction from 20 to 8 feet for the construction of a carport. The lot does have poor soil in the rear and constraints related to the placement of the home on the lot. After the 2017 variance was granted, the applicant amended the site plan to add a second story addition with apartment, voiding the variance approval. The applicant has provided information that his property is the only one on the street without a carport. Pierson noted that staff found no record of variance approvals for front setbacks on Crabapple Drive. Consideration must be made for possible future development of streets, sidewalks, and utilities. Staff recommend approval of a modified variance to for a 10 foot front setback, which matches the 2017 approval.

Aaron Routon stated that he believes facts were misconstrued at the last meeting. Routon stated that 10 families access through Crabapple Drive and all others have carports or garages. Routon shared measurements of nearby carports. Routon shared average lengths in various vehicle classes, such as the average length of a sedan at 16

feet. Routon stated that the road is not fully developed and 212 Crabapple's front property line is 40 feet inside their yard. Routon stated that there are six feet of undeveloped right-of-way between the pavement and his property line, so his requested carport would be 14 feet from the pavement. Routon read findings in favor of his proposal. Routon stated that last year, he submitted a letter of support signed by all his neighbors in support of his proposal. Windsor asked if Routon measured the neighboring carports in relation to the property lines. Routon stated that two within the front setback were 6 feet and 17 feet from the front property lines.

No public comment.

Scarcelli discussed the purposes of front setbacks and rights-of-way, and stated that the car is currently trespassing on the ROW. Scarcelli stated that use of the ROW can be problematic for the future. Scarcelli stated that there was hesitation with granting a 10 foot front setback during the prior variance request of the meeting. Routon stated that neighbors park in the ROW and it's not problematic.

Routon stated that he would take 10 feet but he would prefer 8 feet. Parmelee asked if Routon thought of the carport while he was building his house addition. Routon stated that he did but the rear soil was problematic.

Commissioners discussed support for a 10 foot front setback in this situation. Scarcelli pointed out that the proposed motion of approval includes a condition that the carport not be enclosed in the future. Routon stated that he does not intend to close in the carport but the option would be nice. Commissioners agreed to remove the suggested condition of approval.

Parmelee/Hughey moved to approve the variance request for 205 Crabapple Drive. The variance is for the reduction of the front setback from 20 feet to 10 feet for the construction of a carport. The property is also known as Lot 23 Lakeview Heights Subdivision. The request is filed by Aaron and Emily Routon. The owners of record are Aaron and Emily Routon. Motion passed 3-0.

Hughey/Parmelee moved to adopt and approve the required findings:

- a. That there are special circumstances to the intended use that do not apply generally to the other properties, here, that the lot's soil is of poor quality and restricts cost-effective development;**
- b. The variance is necessary for the preservation and enjoyment of a substantial property right of use possessed by other properties but are denied to this parcel, here, the ability to construct covered parking while balancing public interest in providing a reasonable setback of 10 feet;**
- c. That the granting of such a variance will not be materially detrimental to the public welfare or injurious to the property, nearby parcels, or public infrastructure, specifically, that the open carport would minimize view impacts to pedestrians and motorists; and**
- d. That the granting of such will not adversely affect the Comprehensive Plan: specifically, the variance is in line with Comprehensive Plan Section 2.4.1 which states, "To guide the orderly and efficient use of private and public land in a manner which maintains a small-town atmosphere, encourages a rural lifestyle, recognizes the natural environment, and enhances the quality of life for present and future generations," by allowing for the cost-effective development of an accessory structure in the R-1 zone while preserving the setback along a public right-of-way to allow for future development of sidewalks, drainage, and installation/maintenance of utilities.**

Motion passed 3-0.

- I CUP 18-07** Public hearing and consideration of a conditional use permit for a short-term rental at 116 Knutson Drive in the R-2 multifamily residential district. The property is also known as Lot 17A Knutson Subdivision Phase III Lot Line Adjustment. The request is filed by Michael Finn. The owners of record are Michael and Elizabeth Finn.

Scarcelli reported that additional information warranting postponement was received the day of the hearing, including a covenant agreement. Staff have not yet received a legal opinion on the covenant. Commissioners spoke in favor of postponement so that a legal opinion could be received.

Hughey/Parmelee moved to postpone consideration of the item to the next meeting date. Motion passed 3-0.

- J [P 18- 03](#)** Public hearing and consideration of a boundary line adjustment request for 1300 and 1306 Halibut Point Road in the R-2 multifamily residential district. The properties are also known as Lot 1B Little Critter Subdivision and Unsubdivided Remainder SCLT Subdivision. The request is filed by Randy Hughey for Sitka Community Land Trust. The owners of record are Sitka Community Development Corporation, Burgess Bauder, and Victoria Vosburg.

Scarcelli read an opinion by the Municipal Attorney that Hughey does not need to recuse himself from voting on this item, but he does need to disclose it to the commission for their consideration. Windsor asked if Hughey is making any money from the land trust. Hughey stated that he is an employee of the land trust but he won't make any money from the sale. Scarcelli clarified that the boundary line adjustment will not go to the Assembly. Scarcelli stated that boundary line adjustments are typically administratively approved but because of the recent plat recording date, Planning Commission approval is required.

Scarcelli gave an overview of the proposal and stated that easements and maximum lot building footprints as shown on the PUD plat should be included on this plat. Scarcelli shared the parking plan and stated that provision of an updated parking plan to drawn scale is a recommended condition of approval. Staff recommend approval subject to conditions of approval. Hughey clarified that there are parking spaces shown on the left side of the parking plan and that an architect prepared the parking plan with attention to turn radii.

Mim McConnell represented SCLT as Executive Director. Scarcelli asked McConnell how this BLA will help the mission of SCLT to provide affordable housing. McConnell stated that it will create a good neighbor relationship, meeting the needs of both entities. McConnell stated that the proceeds from the sale will be used to clean up the contaminated soil. Scarcelli stated that the arrangement is a win on numerous fronts.

No public comment.

Parmelee/Hughey moved to approve the boundary line adjustment request for 1300 and 1306 Halibut Point Road in the R 2 multifamily residential district. The properties are also known as Lot 1B Little Critter Subdivision and Unsubdivided Remainder SCLT Subdivision. The request is filed by Randy Hughey for Sitka Community Land Trust. The owners of record are Sitka Community Development Corporation, Burgess Bauder, and Victoria Vosburg.

Conditions of Approval:

1. All conditions of approval from the prior SCLT approval (P 16-04) as referenced in this written staff report are hereby incorporated and adopted into

this approval. Conditions that apply only to the SCLT side of things are allowed to be distinguished from conditions that do not apply to the Vet side of things. However, access and utility easements shall serve the intended purposes of the SCLT approvals and conditions.

2. All plat notes from plat 2018-1 shall be included in the BLA plat. Notes that apply only to the SCLT side are allowed to be distinguished.

3. All germane and pertinent details shown on Plat 2018-1 shall be included in the BLA and shall include, but not be limited to:

A. Designating the parking and open space areas

B. Including all footprints of the 7 residential lots

C. Showing all setbacks

D. Providing all area dimensions and totals

E. A parking plan shall be provided that meets the required parking as conditioned for the SCLT that shall at least provided 1.5 spaces per dwelling unit, and shall incorporate applicable aisle widths and ingress and egress.

F. All access and design standards shall be met including local and state permits and regulations.

Motion passed 3-0.

Parmelee/Hughey moved to find that:

a. As conditioned, the boundary line adjustment plat does meet its burden of proof as to access, open space, utilities, easements, and parking.

b. As conditioned, the boundary line adjustment plat does comply with the Comprehensive Plan Section 2.4.19 by going through the required subdivision process;

c. As conditioned, the boundary line adjustment plat does comply with the subdivision code as to appropriate open space, parking, access, easements, and utilities; and

d. As conditioned, the boundary line adjustment plat is not injurious to the public health, safety, and welfare and further that the proposed plat notes and conditions of approval protect the harmony of use and the public's health, safety and welfare.

Motion passed 3-0.

K [VAR 18-04](#)

Public hearing and consideration of a variance request for 750 Alice Loop in the WD Waterfront District. The request is for the reduction in the front setback from 20 feet to 15 feet for the construction of a single-family house. The property is also known as Lot 1 Charlie Joseph Subdivision. The request is filed by John and Andrea Leach. The owners of record are John and Andrea Leach.

Scarcelli gave an overview of the request and stated that this lot is a prime example of a lot needing a variance. Scarcelli stated that the extensive front setback on three sides significantly reduces buildable area. Scarcelli stated that the proposal should not negatively impact sight lines for the intersection. Scarcelli talked through the details of the site plan and pointed out features on the projector screen. Scarcelli stated that he intends to recommend reducing development standards to a 10-15 foot front setback during upcoming code amendment discussions. Staff recommend approval.

John and Andrea Leach thanked Scarcelli for the "comprehensive" presentation. J. Leach stated that they have considered sight lines from the beginning of the project. J. Leach asked to clarify that the non-front lot line will be considered a rear, and Scarcelli stated that it is a rear. J. Leach clarified that the structure is shifted on the site plan but the writing on the site plan provides an explanation.

No public comment.

Hughey/Parmelee moved to approve the variance request for 750 Alice Loop in the WD Waterfront District. The request is for the reduction in the front setback from 20 feet to 15 feet for the construction of a single family house. The property is also known as Lot 1 Charlie Joseph Subdivision. The request is filed by John and Andrea Leach. The owners of record are John and Andrea Leach. Motion passed 3-0.

Hughey/Parmelee moved to adopt and approve the required findings for major structures or expansions. Before any variance is granted, it shall be shown:

- a) That there are special circumstances to the intended use that do not apply generally to the other properties, here the frontage of the lot is 307.04 linear feet, which is approximately 73.8% of the perimeter (307.04/416);
 - b) The variance is necessary for the preservation and enjoyment of a substantial property right of use possessed by other properties but are denied to this parcel, here, the economical development of a single-family structure on an undeveloped lot with a proposed lot coverage comparable to other lots;
 - c) That the granting of such a variance will not be materially detrimental to the public welfare or injurious to the property, nearby parcels, or public infrastructure, specifically, that sufficient parking is provided on-site and adequate sight lines are preserved while meeting the standard along the rear property line that has an adjacent property;
 - d) That the granting of such will not adversely affect the Comprehensive Plan: specifically, the variance is in line with Comprehensive Plan Section 2.4.1 which states, "To guide the orderly and efficient use of private and public land in a manner which maintains a small-town atmosphere, encourages a rural lifestyle, recognizes the natural environment, and enhances the quality of life for present and future generations," by allowing for the cost-effective development of a single-family structure in the WD zone, while preserving sight lines and setbacks between Lot 1 and the neighbor's lot (Lot 2).
- Motion passed 3-0.

L [MISC 18-11](#)

Short-term rental annual report discussion and direction.

Scarcelli presented information on the short-term rental annual report. Scarcelli stated that the report shows overall compliance with conditional use permits and remitted bed tax. Scarcelli shared the ADOL&WD August 2017 report on the local housing stock. Scarcelli shared pros of short-term rentals and ways to mitigate impacts. Windsor stated his belief that "if it's not broke, don't fix it," and asked if short-term rentals are causing problems. Scarcelli stated that the data is varied, but vacation rentals help to drive tourism which drives jobs. Hughey stated that the commission has heard that some people are able to afford to buy homes because of short-term rental units. Parmelee stated that few short-term rentals continue over the long term, and he doesn't think these rentals should be discouraged. Windsor stated that long-term rentals also supplement income. Parmelee stated that a few property owners make a living from vacation rentals. Scarcelli recommended creating a funding source for affordable housing and ADUs, and requiring short-term rentals to be owner-occupied on the same lot. Parmelee stated interest in looking at smaller lot sizes. Hughey stated that overall, short-term rentals are currently having a positive impact on the local economy. Scarcelli stated that by incentivizing development of ADUs for short-term rentals, many will eventually revert to long-term inhabitants. Scarcelli stated that the Assembly is working on bed tax amendments and this might be an opportunity to address STR and affordable housing. Overall, Scarcelli's recommended top options to address short-term rental impacts on affordable housing included: increasing permit fees and/or taxes and

putting those into an affordable housing fund, which currently funds the "visitor enhancement fund" (SGC 4.24.070); a moratorium; a hard cap of maximum total numbers or caps of limits per block, street, neighborhood, or vicinity; promote accessory dwelling units, tiny homes on wheels to increase supply to both tourism and affordable housing; limit short term rentals to owner occupied lots or homes; and limit STR to ADUs, THOWS, and rooms to preserve prime housing stock.

VIII. ADJOURNMENT

Vice-Chair Windsor adjourned at 9:18 PM.

ATTEST: _____
Samantha Pierson, Planner I