



# CITY AND BOROUGH OF SITKA

## Minutes - Final

### Planning Commission

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Wednesday, February 17, 2021

7:00 PM

Harrigan Centennial Hall

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

Present: Chris Spivey (Chair), Darrell Windsor, Stacy Mudry, Katie Riley, Thor Christianson (assembly liaison)  
Absent: Wendy Alderson (excused)  
Staff: Amy Ainslie, Ben Mejia  
Public: Chad Vickery, Jill Hirai, Michelle Putz, Dave Miller, Adrienne Wilber, Maureen O'Hanlon, Erin McKinstry (Raven Radio), Ariadne Will (Sitka Sentinel)

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

#### II. CONSIDERATION OF THE AGENDA

#### III. CONSIDERATION OF THE MINUTES

**A**     [PM 21-02](#)     Approve the February 3, 2021 minutes.

**Attachments:**     [2-February 3 2021 DRAFT](#)

**M-Windsor/S-Mudry moved to approve the February 3, 2021 minutes. Motion passed 4-0 by voice vote.**

#### IV. PERSONS TO BE HEARD

#### V. PLANNING DIRECTOR'S REPORT

Ainslie notified the Commission of the annual conference offered by the Alaska chapter of American Planning Association, which would be offered virtually from 9am-1:30pm on Sunday, February 21. Ainslie told the Commission that the Planning Department had sufficient funds to cover registration costs for any Commissioners who would like to attend.

#### VI. REPORTS

#### VII. THE EVENING BUSINESS

**B**     [CUP 21-03](#)     Public hearing and consideration of a conditional use permit for a short-term rental at 835 Lincoln Street in the R-2 Multifamily district. The property is also known as Lot R2 of the SJC-Lincoln Subdivision Replat. The request is filed by Chad Vickery. The owners of record are Chad and Courtney Vickery.

**Attachments:**     [CUP 21-03 Vickery 835 Lincoln St STR Staff Report](#)  
                              [CUP 21-03 Vickery 835 Lincoln St STR Aerial](#)  
                              [CUP 21-03 Vickery 835 Lincoln St STR STR Density](#)  
                              [CUP 21-03 Vickery 835 Lincoln St STR Floor Plan](#)  
                              [CUP 21-03 Vickery 835 Lincoln St STR As-Built and Parking Layout](#)  
                              [CUP 21-03 Vickery 835 Lincoln St STR Photos](#)  
                              [CUP 21-03 Vickery 835 Lincoln St STR Plat](#)  
                              [CUP 21-03 Vickery 835 Lincoln St STR Renter Handout](#)  
                              [CUP 21-03 Vickery 835 Lincoln St STR Applicant Materials](#)

Ainslie described the request for a short-term rental at 835 Lincoln Street. The proposal was for a 4 bedroom, 2.5 bathroom home that served as the primary residence of the owners. Ainslie explained that the owners intended to rent the property while working abroad for approximately two years but the owners would retain the property as their primary residence. Ainslie noted the addition of a condition of approval that the applicant retain a local property manager and provide up-to-date contact information for the property manager to the Planning Department. Ainslie stated that the location was ideal for short-term rentals as it was located on a large lot downtown next to visitor attractions and recreation with parking for at least 5 vehicles. Ainslie noted the wooded area behind the property served as a buffer. Ainslie recognized that the neighboring property at 837 Lincoln Street held a short-term rental permit, but no other short-term rentals operated in the neighborhood. Staff recommended approval.

The applicant, Chad Vickery, was present. Vickery expressed that he would pursue long-term renters as well but that the rental price needed to pay for mortgage costs made it challenging to find a tenant. Having no further questions, the Commission excused the applicant. Spivey opened the floor to public comment. Dave Miller of 839 Lincoln Street, voiced his support of the proposal and added that the neighboring short-term rental had been sold.

Riley expressed concern with short-term rental permits transferring with sale but acknowledged that it was not an issue unique to this proposal.

**M-Riley/Windsor moved to approve the conditional use permit for a short-term rental at 835 Lincoln Street in the R-2 multifamily district, subject to the attached conditions of approval. The property was also known as Lot R-2, SJC-Lincoln Subdivision Replat. The request was filed by Chad Vickery. The owners of record are Chad and Courtney Vickery. Motion passed 4-0 by voice vote.**

**M-Riley/Windsor moved to adopt and approve the required findings for conditional use permits as listed in the staff report. Motion passed 4-0 by voice vote.**

**C**     [P 21-01](#)

Public hearing and consideration of a final plat to result in two lots at 708 Indian River Road in the R-2 MHP single-family, duplex, and mobile home zoning district. The properties are also known as Lot 6, Indian River Land Subdivision. The request is filed by Jill Hirai. The owners of record are Jerome and Sarah Mahoskey.

**Attachments:**     [P 21-01 Hirai 708 Indian River Minor Sub Staff Report](#)  
                              [P 21-01 Hirai 708 Indian River Minor Sub Aerial](#)  
                              [P 21-01 Hirai 708 Indian River Minor Sub Current Plat](#)  
                              [P 21-01 Hirai 708 Indian River Minor Sub Proposed Plat](#)  
                              [P 21-01 Hirai 708 Indian River Minor Sub Photos](#)  
                              [P 21-01 Hirai 708 Indian River Minor Sub Applicant Materials](#)

Ainslie introduced the proposal for a final plat of a minor subdivision of 708 Indian River Road, to result in two lots of sub-standard size. Ainslie noted the addition of 2 plat notes to carry over the Army Corps of Engineer permit information that was noted on the original 2008 subdivision and making the City and Borough of Sitka party to all easements. Additionally, plat notes protected from future variance requests on the lot. Ainslie explained that the proposal provided infill development for housing with appropriate access and utility infrastructure. Staff recommended approval.

The applicant, Jill Hirai, was present. Hirai stated that she felt the site was a good location for the proposal and hoped it would encourage similar developments in the future. With no questions from the Commission, the applicant was excused.

**M-Windsor/S-Mudry moved to approve the final plat for a minor subdivision to result in two lots at 708 Indian River Road in the R-2 MHP multifamily and mobile home district subject to the attached conditions of approval. The property is also known as Lot 6, Indian River Land Subdivision. The request was filed by Jill Hirai. The owners of record were Jerome and Sarah Mahoskey. Motion passed 4-0 by voice vote.**

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

**D     [P 21-02](#)**

Public hearing and consideration of a final plat to result in two lots at 230 and 232 Lance Drive in the R-2 Multifamily district. The property is also known as Lot 7A of the Niesen Addition No. 2 Resubdivision. The request is filed by Todd Fleming. The owner of record is Hardshot Enterprises, LLC.

**Attachments:**     [P 21-02 Fleming 230 & 232 Lance Drive Final Plat Staff Report](#)  
                              [P 21-02 Fleming 230 & 232 Lance Drive Final Plat Aerial](#)  
                              [P 21-02 Fleming 230 & 232 Lance Drive Final Plat Current Plat](#)  
                              [P 21-02 Fleming 230 & 232 Lance Drive Final Plat Proposed Plat](#)  
                              [P 21-02 Fleming 230 & 232 Lance Drive Final Plat Photos](#)  
                              [P 21-02 Fleming 230 & 232 Lance Drive Final Plat Applicant Materials](#)

Ainslie described the proposal as a minor subdivision resulting in two lots that had previously been merged in 1992 to facilitate the placement and construction of 2 four-plexes. Ainslie noted that although the buildings had 2 addresses, they were legally one lot. Ainslie explained that staff had considered the risk of creating non-conformities with the zoning code as well as impacts to noise and traffic. Ainslie stated that no such risks were present as both lots would meet current development standards and the lots were fully developed so no additional noise or traffic would result from the proposal. Ainslie noted that the buildings had separate utility connections.

Staff recommended approval.

The applicant, Todd Fleming, was present. Having no further questions, the Commission excused the applicant.

**M-Mudry/S-Riley moved to approve the preliminary plat to result in two lots at 230 and 232 Lance Drive in the R-2 Multifamily district subject to the attached conditions of approval. The property is also known as Lot 7A of the Niesen Addition No. 2 Resubdivision. The request was filed by Todd Fleming. The owner of record was Hardshot Enterprises, LLC. Motion passed 4-0 by voice vote.**

**M-Mudry/S-Riley moved to adopt the required findings for a preliminary plat as listed in the staff report. Motion passed 4-0 by voice vote.**

**E**      [MISC 21-02](#)

2021 Commission Visioning and Comprehensive Plan Review Session

**Attachments:**      [Comp Plan Actions Short-List Ver After 3.3.21](#)

[Comp Plan Transportation, Parks Trails Rec, Land Use Actions Only](#)

Ainslie read the short-term actions identified in the previous meeting. Spivey opened the floor for public comment. Michelle Putz expressed interest that affordable housing and rental options be a top priority for the Planning Commission. Putz asked for clarification on action item H 2.4 and the meaning of housing stock rehabilitation. Ainslie explained that it referred to rehabilitating existing housing stock and infill development.

Maureen O'Hanlon expressed her interest for increased short-term rental (STR) regulation and her concern for STRs transferring with the sale of a property. O'Hanlon asked if Accessory Dwelling Units (ADUs) could be used for STRs. Ainslie replied that it would require a Conditional Use Permit.

Adrienne Wilbur thanked the Commission for their time and for accepting her written statement the previous meeting. Wilbur expressed that indigenous culture is the present and continuous and should not be considered history. Wilbur also expressed support for community gardens and an increase to the number of domestic animals.

Staff read written comment from Matt Hunter, Caitlin Woolsey, Chandler O'Connell, and Eleya Rosenthal. Hunter suggested broadening the permitted zones for ADUs and tiny homes to include Single Family and Single Family Low Density districts. Woolsey voiced support for including Tlingit place names in place naming policy. Woolsey suggested action item HCA 1.1h be reworded to specify the use and integration of Tlingit place names throughout the community. Woolsey also voiced support for affordable housing actions and support for community gardens. O'Connell expressed a desire to see the Commission prioritize affordable housing, sustainable economic development opportunities, climate change mitigation, and social equity. Rosenthal voiced her concern about the future of available, accessible, and affordable housing.

The Commission agreed to remove action item ED 6.16 from the priority action short list. The Commission identified comprehensive plan actions ED 1.5, ED 2.7, H1.1a, H1.1c, H1.1e, HCA 1.1h, HCA 4.1c, 8.8E, 2.1g, LU 3.2, and LU 7.8 as their priorities for the year.

**No action taken.**

**F**      [MISC 21-03](#)      Review of Use Tables in SGC 22.16.015

**Attachments:**      [Table 22.16.015-1 Residential Uses](#)

Commissioners reviewed the General Services Use Table (SGC 22.16.05-3) and discussed each item listed in the table. Staff made notes on possible additions, changes, and clarifications. In particular, the Commission thoroughly discussed appropriate zones for day care and regulations surrounding in-home day cares, combining the automotive repair and automotive service lines, combining the bank and credit union lines, making more uses permitted in the Public zone, and discussed vocational schools and specialized instruction schools. On the latter, Commissioners Riley, Windsor, and Mudry emphasized the need for job training in Sitka and finding ways to incorporate it into zones that currently support skilled trades. As there was some lack of clarity around what constituted a specialized instruction school, Staff noted that a definition would need to be added.

**No action taken.**

**VIII.    ADJOURNMENT**

**Seeing no objections, Chair Spivey adjourned the meeting at 8:58pm.**