



# CITY AND BOROUGH OF SITKA

## Minutes - Final

### Planning Commission

---

Wednesday, April 15, 2020

7:00 PM

Harrigan Centennial Hall

---

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

Present: Darrell Windsor (acting chair), Randy Hughey, Stacy Mudry  
Absent: Victor Weaver (Excused), Chris Spivey (Excused)  
Staff: Amy Ainslie, Scott Brylinsky  
Public: Shannon Haugland (Covering meeting for Sentinel), Bob Hunter, Kris Karsunky, Noah Dougan, Wendy Dougan, Richard Doland, Caprice Pratt, Ron Pratt, Michael Coady, Eileen Chambers, Sondra Lundvick, James Lundvick, David Adams

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

#### II. CONSIDERATION OF THE AGENDA

Windsor noted the change in the agenda as item D, CUP 20-04, had been pulled by the applicant.

#### III. CONSIDERATION OF THE MINUTES

A [PM 20-05](#) Approve the March 4, 2020 minutes.

**Attachments:** [04-Mar 04 2020 DRAFT](#)

**M-Hughey/S-Mudry moved to approve the March 4, 2020 minutes. Motion passed 3-0 by roll call vote.**

B [PM 20-06](#) Approve the April 2, 2020 minutes.

**Attachments:** [05-April 2 2020 DRAFT](#)

**M-Hughey/S-Mudry moved to approve the April 2, 2020 minutes. Motion passed 3-0 by roll call vote.**

#### IV. PERSONS TO BE HEARD

#### V. PLANNING DIRECTOR'S REPORT

Ainslie updated the commission on the status of the Planning Department which was closed to the public due to Covid 19 response, but was still able to process new

applications by phone and email. Ainslie noted that she was part of the city's EOC response team. Ainslie informed the Commission that the Planner 1 position was vacant and would not be filled until things returned to normal due to training constraints. Ainslie noted that a part time temporary worker was assisting with day to day administrative work. The next Planning Commission meeting would be held on May 6th and would include several applications for conditional use permits. Ainslie thanked the Commission for their recommendation to move forward with the No Name Mountain project using a website in lieu of public meetings, which was accepted by the Assembly on April 14th. Ainslie stated that staff would present more information when the launch date and further details about website were known.

## VI. REPORTS

## VII. THE EVENING BUSINESS

- C**     [VAR 20-04](#)     Public hearing and consideration of a platting variance to create two 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](#)

Ainslie described the proposed variance in the staff report and noted the property had been previously presented to the Commission on February 6, 2019 as a proposed zero-lot line, but the applicant decided it was not a desirable development for the area and would prefer to build single family or duplex structures. Ainslie presented the details of the proposal noting that a variance would be necessary because the proposed lots would be smaller than the required minimum size in the waterfront district. Ainslie attested that the two substandard lots would have plenty of buildable area due to the standard shape and flatness of the lot, access from both sides, and location on a city right of way. Ainslie noted the proposed single family or duplex structures would be the medium density use of the lot, with a zero-lot line unit being less dense and an allowable six-unit multifamily structure on the unsubdivided lot being most dense. Ainslie stated that proving hardship due to shape or size of the lot may be a difficult burden to meet. Staff had neutral position on the proposal.

Kris Karsunky, the applicant and developer, was present telephonically and stated that he initially hoped to build a large single-family structure with a small mother-in-law apartment, but setbacks were a challenge. He stated that with the new plans he hoped to build a smaller single-family home on one lot and a small mother-in-law apartment on the second lot. Windsor asked if parking was accounted for. Brylinsky clarified that setbacks were engineered to provide adequate parking.

Residents of the neighborhood Noah Dougan, Wendy Dougan, Richard Doland, and Caprice Pratt provided public comment and asked the Commission to oppose the

variance citing concerns about legality of the variance, density, smaller lot sizes, character of the neighborhood, traffic, parking, and open space. Hughey noted the importance of affordable housing. Ainslie clarified that the two subdivisions on Alice Loop utilized different covenants resulting in different allowable uses.

**M-Hughey/S-Mudry moved to approve a platting variance to create two substandard lots at 746 Alice Loop in the WD waterfront zoning district. The property was also known as Lot 2 Charlie Joseph Subdivision. The request was filed by Kris Karsunky. The owner of record was Jay Stevens. Motion failed 1-2 by roll call vote.**

**M-Hughey/S-Mudry moved to adopt the findings as listed in the staff report. Motion failed 1-2 by roll call vote.**

**D CUP 20-04**

~~PULLED Public hearing and consideration of a conditional use permit for an accessory dwelling unit at 2202 Sawmill Creek Road in the R1-LDMH single family, duplex, and manufactured home low density zoning district. The property is also known as Lot 1, Keith Bartow Subdivision. The request is filed by Chris Balovich. The owner of record is Jack 2199, Inc.~~

- Attachments:**
- CUP 20-04 2202 SMC Petrie ADU Staff Report
  - CUP 20-04 2202 SMC Petrie ADU Background Information on Bart Island
  - CUP 20-04 2202 SMC Petrie ADU Aerials
  - CUP 20-04 2202 SMC Petrie ADU Site Plan
  - CUP 20-04 2202 SMC Petrie ADU Floor Plan
  - CUP 20-04 2202 SMC Petrie ADU Parking Plan
  - CUP 20-04 2202 SMC Petrie ADU Plat
  - CUP 20-04 2202 SMC Petrie ADU Photos
  - CUP 20-04 2202 SMC Petrie ADU Applicant Materials
  - CUP 20-04 2202 SMC Petrie ADU Public Comment

**Item was pulled by the applicant prior to the meeting.**

**E [P 20- 01](#)**

Public hearing and consideration of a final 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 Final Plat](#)
  - [P 20-01 Coady Middle Island Lot Merger Applicant Materials](#)

Ainslie noted the conceptual plat was presented at the last regular meeting on March 4th. 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. Ainslie

described three primary considerations in the lot merger process the first being that the three lots were operating as a single economic unit and if sold, would functionally have to be sold together. Second, the applicant would have more flexibility to place satellite cabins for the lodge with one large lot rather than contending with the setbacks on common property lines. Finally, Ainslie noted that merging the lots would not waive the requirements to leave 75% of the lot open, which negated any density concerns. Ainslie confirmed that the public access easements would remain unchanged and are reflected on the final plat. Staff recommended approval.

The applicant Michael Coady was present telephonically. Coady stated that he hoped to combine 3 small lots to one large lot and that staff had covered everything. Scott Brylinsky, a resident of Middle Island, provided public comment in favor of the lot merger. He stated that combining of island lots would allow residents to get economic value from their property while maintaining lower density.

**M-Hughey/S-Mudry moved to approve a final 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. Motion passed 3-0 by roll call vote.**

**M-Hughey/S-Mudry moved to adopt the finding as listed in the staff report. Motion passed 3-0 by roll call vote.**

**F**      [CUP 19-16](#)

Public hearing and consideration of a conditional use permit for a short-term rental at 3311 Halibut Point Road in the R-2 MHP multifamily and mobile home district. The property is also known as Lot 6, Rodgers Subdivision. The request is filed by Mike and Eileen Chambers. The owners of record are Mike and Eileen Chambers.

**Attachments:**      [CUP 19-16 3311 HPR STR\\_ Staff Report](#)  
[CUP 19-16 3311 HPR STR\\_ Aerial](#)  
[CUP 19-16 3311 HPR STR\\_ STR Density](#)  
[CUP 19-16 3311 HPR STR\\_ Floor Plan](#)  
[CUP 19-16 3311 HPR STR\\_ Photos](#)  
[CUP 19-16 3311 HPR STR\\_ Plat](#)  
[CUP 19-16 3311 HPR STR\\_ Renter Handout](#)  
[CUP 19-16 3311 HPR STR\\_ Application](#)

This item was tabled to the end of the meeting while staff connected the applicant to the teleconference.

Ainslie described the short term rental located directly off Halibut Point road on the water side, in a stand-alone single family residence with ample parking, a garage, and significant natural buffers. Ainslie noted that short term rental density is relatively low in the area. Ainslie noted the applicants will frequently travel out of state to provide care for a family member and have expressed the desire to rent out their home when they are gone. Staff recommended approval.

The applicants Mike and Eileen Chambers were present telephonically and agreed with all items on the staff report. Commissioners had no further questions for the applicant.

**M-Hughey/Mudry moved to approve a conditional use permit for a short-term rental at 3311 Halibut Point Road in the R-2 MHP multifamily and mobile home district. The property was also known as Lot 6, Rodgers Subdivision. The request was filed by Mike and Eileen Chambers. The owners of record were Mike and Eileen Chambers. Motion passed 3-0 by roll call vote.**

**M-Hughey/S-Mudry moved to adopt the finding as listed in the staff report. Motion passed 3-0 by roll call vote.**

**G**      [CUP 20-03](#)

Public hearing and consideration of a conditional use permit for a short-term rental at 1818 Edgecumbe Drive in the R-1 single family and duplex residential district. The property is also known as Lot 12B, Standerwick Subdivision. The applicant is Sondra Lundvick. The owners of record are James and Sondra Lundvick.

- Attachments:**      [CUP 20-03 Lundvick 1818 Edgecumbe Dr Staff Report](#)  
                                  [CUP 20-03 Lundvick 1818 Edgecumbe Dr STR Aerial Map](#)  
                                  [CUP 20-03 Lundvick 1818 Edgecumbe Dr STR Density Map](#)  
                                  [CUP 20-03 Lundvick 1818 Edgecumbe Dr STR Floor Plan](#)  
                                  [CUP 20-03 Lundvick 1818 Edgecumbe Dr STR Photos](#)  
                                  [CUP 20-03 Lundvick 1818 Edgecumbe Dr STR Plat](#)  
                                  [CUP 20-03 Lundvick 1818 Edgecumbe Dr STR Renter Handout](#)  
                                  [CUP 20-03 Lundvick 1818 Edgecumbe Dr STR Application](#)

Ainslie described the short-term rental, located off Edgecumbe Drive on an access easement which served 4 lots, as a stand-alone single-family residence with ample parking and natural buffers from elevation and rock features. Ainslie noted that the applicants wished to rent the house only for the months of June and July when the owners would reside out of state and the home would otherwise be vacant. Ainslie stated that the access easement was steep, but navigable, especially during the summer months when the residence would be rented. Ainslie noted that usage as a short term rental was ideal because it would not displace long term tenants and would not change traffic in the neighborhood because the residence would otherwise be vacant. Staff recommended approval.

The applicants Sondra and James Lundvick were present telephonically and stated they intended to rent the residence in the summer months when they were out of state. The applicants clarified that the rental will be professionally managed by Vacation Homes.

**M-Hughey/S-Mudry moved to approve a conditional use permit for a short-term rental at 1818 Edgecumbe Drive in the R-1 single family and duplex residential district. The property was also known as Lot 12B, Standerwick Subdivision. The applicant was Sondra Lundvick. The owners of record were James and Sondra Lundvick. Motion passed 3-0 by roll call vote.**

**M-Hughey/S-Mudry moved to adopt the finding as listed in the staff report. Motion passed 3-0 by roll call vote.**

**H**      [CUP 20-06](#)

Public hearing and consideration of a conditional use permit for a short-term rental at 2625 Halibut Point Road in the R-2 MHP multifamily and mobile home

district. The property is also known as Portion No. 3 of Lot L, US Survey No. 2750. The request is filed by David Adams. The owner of record is David Adams.

**Attachments:**     [CUP 20-06 Adams 2625 HPR RV STR Staff Report](#)  
[CUP 20-06 Adams 2625 HPR RV STR Aerial](#)  
[CUP 20-06 Adams 2625 HPR RV STR STR Density](#)  
[CUP 20-06 Adams 2625 HPR RV STR Floor Plan](#)  
[CUP 20-06 Adams 2625 HPR RV STR Photos](#)  
[CUP 20-06 Adams 2625 HPR RV STR Renter Handout](#)  
[CUP 20-06 Adams 2625 HPR RV STR Applicant Materials](#)

Ainslie described the short term rental as a renovated bus suitable for up to two adults and perhaps a child, with a full sized bed, couch/bunk, galley kitchen, rec. area, bathroom, and parking for two vehicles. Ainslie noted that the bus is registered with the DMV as a recreational vehicle which cannot be used for occupancy longer than 180 days per the building code. Ainslie indicated that the zoning code did not specifically address the use of RVs as short term rentals, but that the General Code for mobile and manufactured homes could be applied to this case. Ainslie pointed out that the General Code allowed short term rentals in mobile and manufactured homes only if the dwelling was directly accessed from a city right of way or a state maintained highway. Ainslie noted that the unit in question was directly at the entrance of the mobile home park, which could allow a short term rental to be approved if the commission considered it directly off the highway. Ainslie noted that the applicant was in contact with the building department and will receive a satisfactory life safety inspection as a condition of approval. Staff recommended approval if the commission deemed the access to be directly off the highway.

The applicant, David Adams, was present telephonically and stated that he wanted to use the unit as a short term rental when he was gone for commercial fishing. He clarified that he was working on small fixes proposed by the safety inspector such as covering electrical outlets and fireplace and will obtain a life safety inspection one changes can be made. Adams also clarified that the lot is rented and the owner of the park approves of the short term rental.

**M-Hughey/S-Mudry moved to approve a conditional use permit for a short-term rental at 2625 Halibut Point Road in the R-2 MHP multifamily and mobile home district. The property was also known as Portion No. 3 of Lot L, US Survey No. 2750. The request was filed by David Adams. The owner of record was David Adams. Motion passed 3-0 by roll call vote.**

**M-Hughey/S-Mudry moved to adopt the finding as listed in the staff report. Motion passed 3-0 by roll call vote.**

## VIII. ADJOURNMENT

**Seeing no objection, Acting Chair Windsor adjourned the meeting at 8:12 PM.**