



# CITY AND BOROUGH OF SITKA

## Minutes - Final

### Planning Commission

---

Wednesday, July 21, 2021

7:30 PM

Harrigan Centennial Hall

---

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

Present: Darrell Windsor (Acting Chair), Stacy Mudry, Katie Riley  
Absent: Chris Spivey (Excused), Wendy Alderson (Excused)  
Staff: Amy Ainslie, Ben Mejia  
Public: Raymond Wompler, Judy Wompler, Kent Bovee, Michael Bovee, John Hardwick, Ral West, Tyler Eddy, Helen Craig, Ariadne Will (Sitka Sentinel)

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

#### II. CONSIDERATION OF THE AGENDA

#### III. CONSIDERATION OF THE MINUTES

A [PM 21-15](#) Approve the July 7, 2021 meeting minutes.

**Attachments:** [15-July 7 2021 DRAFT](#)

**M-Mudry/S-Riley moved to approve the July 7, 2021 meeting minutes. Motion passed 3-0 by voice vote.**

B [PM 21-16](#) Approve the July 7, 2021 special meeting minutes.

**Attachments:** [16-July 7 2021 Special Meeting DRAFT](#)

**M-Mudry/S-Riley moved to approve the July 7, 2021 special meeting minutes. Motion passed 3-0 by voice vote.**

#### IV. PERSONS TO BE HEARD

#### V. PLANNING DIRECTOR'S REPORT

Ainslie notified the Commission that due to large cruise passenger days scheduled on Wednesdays for the remainder of the cruise season, tourism planning sessions where visitor industry participation was critical would likely be scheduled on Thursdays. Ainslie informed the Commission that staff aimed to have the short-term rental community survey report prepared for the August 4th or 18th meeting.

#### VI. REPORTS

#### VII. THE EVENING BUSINESS

**C**     [VAR 21-08](#)

Public hearing and consideration of a variance to reduce off-street parking requirement from 6 spaces to 5 spaces at 601 Lincoln Street in the R-1 single-family and duplex district. The property is also known as Lot 3, Gregory Subdivision. The request is filed by Kent Bovee. The owner of record is Bovee Irrevocable Children's Trust.

**Attachments:**     [V 21-08 Bovee 601 Lincoln Street Parking Variance Staff Report](#)  
[V 21-08 Bovee 601 Lincoln Street Parking Variance Aerial](#)  
[V 21-08 Bovee 601 Lincoln Street Parking Variance Floor Plan](#)  
[V 21-08 Bovee 601 Lincoln Street Parking Variance Parking Plan](#)  
[V 21-08 Bovee 601 Lincoln Street Parking Variance Photos](#)  
[V 21-08 Bovee 601 Lincoln Street Parking Variance Plat](#)  
[V 21-08 Bovee 601 Lincoln Street Parking Variance Applicant Materials](#)

Ainslie introduced the item as a variance for a reduction in the off-street parking requirement from 6 parking spaces to 5 parking spaces for a triplex converted from the existing duplex at 601 Lincoln Street which had been reviewed and approved by the Commission in May of 2021. Ainslie noted that as the applicant moved forward with their plans, the requirement to develop the additional parking space made the project unfeasible at the time. Ainslie identified the fact that the total livable area in the structure would remain the same, the proximity to the downtown area, and the proposal being in keeping with Comprehensive Plan action goal LU 8.2 to reduce parking requirements where appropriate in support of the application. Staff recommended approval.

The applicant, Kent Bovee, was present. Bovee informed the Commission that the total number of residents would not increase and therefore the need for parking was not expected to increase either. The Commission excused the applicant, and voiced their support for the proposal.

**M-Mudry/S-Riley moved to approve the variance for a reduction in the off-street parking requirement from 6 spaces to 5 spaces at 601 Lincoln Street in the R-1 single-family and duplex residential district, subject to the attached conditions of approval. The property was also known as Lot 3, Gregory Subdivision. The request was filed by Kent Bovee. The owner of record was the Bovee Irrevocable Children's Trust. Motion passed 3-0 by voice vote.**

**M-Mudry/S-Riley moved to adopt and approve the required findings for variances involving minor structures or expansions as listed in the staff report. Motion passed 3-0 by voice vote.**

**D**     [VAR 21-09](#)

Public hearing and consideration of a variance to reduce the front setback from 14 feet to 6 feet at 5318 Halibut Point Road in the R-1 Single-Family and Duplex residential district. The property is also known as Lot 1, Tract B-1, U.S. Survey 3670. The request is filed by Raymond and Judy Wampler. The owners of record is Raymond Wampler.

- Attachments:** [V 21-09 Wampler 5318 Halibut Point Road Setback Variance Staff Report](#)  
[V 21-09 Wampler 5318 Halibut Point Road Setback Variance Aerial](#)  
[V 21-09 Wampler 5318 Halibut Point Road Setback Variance Site Plan](#)  
[V 21-09 Wampler 5318 Halibut Point Road Setback Variance Elevation](#)  
[V 21-09 Wampler 5318 Halibut Point Road Setback Variance Floor Plan](#)  
[V 21-09 Wampler 5318 Halibut Point Road Setback Variance Plat](#)  
[V 21-09 Wampler 5318 Halibut Point Road Setback Variance Photos](#)  
[V 21-09 Wampler 5318 Halibut Point Road Setback Variance Applicant Materials](#)

Ainslie introduced the item as a request for a reduction to the front setback from 14' to 6' at 5318 Halibut Point Road. The proposal would facilitate the placement of a single-family home. Ainslie noted that while the lot is large, the severe grade change from the road level and the majority of the lot greatly reduced building area. Ainslie noted the lot was buffered from surrounding uses by vegetation, topography, and open space. Ainslie noted that the site orientation allowed for adequate vehicle access, thereby minimizing potential impacts to traffic. Staff recommended approval.

The applicant, Raymond Wampler, was present. Wampler stated that the proposal would add to safety in the area by increased area lighting. Having no further questions, the Commission excused the applicant. The Commission voiced their approval of the application.

**M-Mudry/S-Riley moved to approve the zoning variance for reduction in the front setback at 5318 Halibut Point Road in the R-1 Single-Family and Duplex Residential District subject to the attached conditions of approval. The property was also known as Lot 1, Tract B-1, U.S. Survey 3670. The request is filed by Raymond and Judy Wampler. The owner of record was Raymond Wampler. Motion passed 3-0 by voice vote.**

**M-Mudry/S-Riley moved to adopt and approve the required findings for variances involving major structures or expansions as listed in the staff report. Motion passed 3-0 by voice vote.**

- E**     [VAR 21-10](#)     Public hearing and consideration of a variance to reduce the rear setback from 8 feet to 0 feet at 1401 Halibut Point Road in the R-1 Single-Family and Duplex residential district. The property is also known as Lot 2, Borhauer Subdivision. The request is filed by John Hardwick and Ral West. The owners of record are John T. Hardwick Revocable Living Trust and Ral West Revocable Living Trust.

- Attachments:**
- [V 21-10 Hardwick and West 1401 Halibut Point Road Setback Variance Staff Report](#)
  - [V 21-10 Hardwick and West 1401 Halibut Point Road Setback Variance Aerial](#)
  - [V 21-10 Hardwick and West 1401 Halibut Point Road Setback Variance Site Plan](#)
  - [V 21-10 Hardwick and West 1401 Halibut Point Road Setback Variance Wetlands Map](#)
  - [V 21-10 Hardwick and West 1401 Halibut Point Road Setback Variance Elevations](#)
  - [V 21-10 Hardwick and West 1401 Halibut Point Road Setback Variance Floor Plan](#)
  - [V 21-10 Hardwick and West 1401 Halibut Point Road Setback Variance Plat](#)
  - [V 21-10 Hardwick and West 1401 Halibut Point Road Setback Variance Photos](#)
  - [V 21-10 Hardwick and West 1401 Halibut Point Road Setback Variance Applicant Materials](#)

Ainslie introduced the item as a variance request to reduce the rear setback from 8' to 0' at 1401 Halibut Point Road to facilitate the placement of the proposed home. Ainslie stated that the proposal avoided wetland areas, maximized view shed, and preserved more of the front lot for potential future development. Ainslie noted that while the lot was large, it had extensive wetlands that impacted appropriate building area. Ainslie cited the rear property line abutting tidelands as mitigation for potential impacts in granting the request. Staff recommended approval.

The applicants, John Hardwick and Ral West, were present. Hardwick included that the Army Corps of Engineers had evaluated the site for impact to wetlands and saw no concern. Having no further questions, the Commission excused the applicants. The Commission voiced support of the proposal.

**M-Mudry/S-Riley moved to approve the zoning variance for reduction of the rear setback at 1401 Halibut Point Road in the R-1 Single-Family and Duplex Residential District subject to the attached conditions of approval. The property was also known as Lot 2, Borhauer Subdivision. The request was filed by John Hardwick and Ral West. The owners of record were John T. Hardwick Revocable Living Trust and Ral West Revocable Living Trust. Motion passed 3-0 by voice vote.**

**M-Mudry/S-Riley moved to adopt and approve the required findings for variances involving major structures or expansions as listed in the staff report. Motion passed 3-0 by voice vote.**

**F**      [CUP 21-11](#)

Public hearing and consideration of a request for a conditional use permit for a short-term rental at 617 DeGross Street, Apt. A., in the R-1 single-family and duplex residential district. The property is also known as Lot 9, Amended Pinehurst Subdivision. The request is filed by Tyler Eddy. The owner of record is Janet Eddy.

**Attachments:** [CUP 21-11 Eddy 617 DeGroff Apt A STR Staff Report](#)  
[CUP 21-11 Eddy 617 DeGroff Street Apt A STR Aerial](#)  
[CUP 21-11 Eddy 617 DeGroff Street Apt A STR Floor Plan](#)  
[CUP 21-11 Eddy 617 DeGroff Street Apt A STR As-Built and Parking Layout](#)  
[CUP 21-11 Eddy 617 DeGroff Street Apt A STR Photos](#)  
[CUP 21-11 Eddy 617 DeGroff Street Apt A STR Renter Handout](#)  
[CUP 21-11 Eddy 617 DeGroff Street Apt A STR Public Comment](#)  
[CUP 21-11 Eddy 617 DeGroff Street Apt A STR Applicant Materials](#)

Ainslie introduced the request for a short-term rental at 617 DeGroff Street, Apartment A. Ainslie described the unit as the 3 bedroom, 1.75 bathroom upstairs apartment of a triplex used as the primary residence of the applicant on a substandard sized lot of approximately 5,000 square feet. Ainslie noted the proposal was only for 1 bedroom while the remaining 2 would be used for storage by the applicant, thereby limiting rental to 1 or 2 guests. Ainslie explained that while the lot only had 5 off-street parking spaces, it was a legal non-conformity and would not present an issue for use as a short-term rental. Staff recommended approval.

Ainslie read public comment in opposition to the proposal submitted by Kris Hoffman and included in the packet materials.

The applicant, Tyler Eddy, was present. Eddy explained that if his proposal was not granted, he would not consider use of the dwelling unit for long-term rental. Eddy also stated that he valued the safety of the street and ensured that he and guests would use off-street parking and explained that the rental was intended for friends and family.

The Commission opened the floor for public comment. Helen Craig of 613 DeGroff Street voiced concern of increase to traffic and parking as well as potential renters not being courteous to the neighborhood.

The Commission discussed adding a condition to terminate the permit in the event of a sale of the property. Riley voiced concern that granting the application, with or without a termination condition, went against the wishes of the neighborhood as expressed by the public comment. Mudry and Windsor commented that the concerns of traffic and parking were moot due to the fact that the dwelling unit existed and could be used by long-term renters with the same potential impact. Riley responded that long-term and short-term renters had different relationships with the neighborhood and therefore, she felt, long-term renters would act to mitigate impacts to the neighborhood.

**M-Mudry/S-Riley moved to approve the conditional use permit for a short-term rental at 617A DeGroff Street in the R-1 Single-Family/Duplex District, subject to the attached conditions of approval. The property was also known as Lot 9 of Amended Pinehurst Subdivision. The request was filed by Tyler Eddy. The owner of record was Janet Eddy. Motion failed 2-1 by voice vote.**

**M-Mudry/S-Riley moved to adopt and approve the required findings for conditional use permits as listed in the staff report. Motion failed 2-1 by voice vote.**

**G** [MISC 21-09](#)

Discussion/Direction on Short-Term Tourism Plan

**Attachments:**    [Staff Memo 8.4.21](#)

Item not discussed.

**No action taken.**

**VIII. ADJOURNMENT**