

**CITY OF CRAIG
PLANNING COMMISSION**

Staff Report

December 13, 2022

Applicant: Douglas & Connie Ward DBA Alaska-Dreamin' LLC

Requested Action: Conditional Use Permit – Triplex in Medium-Density Residential Zoning

Location: Lot 12, Windansea Subdivision (605 Oceanview Dr)

Lot Size: 12,242 SF

Zoning: Residential Medium-Density

Surrounding Uses: North: Medium-Density Residential/ High-Density Residential
West: Medium-Density Residential/ Marine Industrial
South: Medium-Density Residential
East: Medium-Density Residential/ High-Density Residential

Analysis

Doug and Connie Ward are seeking to turn their duplex into a triplex. The main portion of the building would contain three bedrooms and two bathrooms. The other two units will be single-bedroom, single-bath units. One of the smaller units will operate as the owner's residence while the larger three-bedroom unit and the other single-bedroom unit will be operated as long-term rentals. Doug confirmed that neither the footprint of the building nor its exterior would change due to the remodel.

To operate three residential units out of one structure, each unit must have at least 3,000 ft² of associated lot size on the property to meet medium density residential zoning requirements. The total lot size is 12,242 ft², meeting the minimum requirement of a 9,000 ft² lot.

The building has served as an owner-occupied B&B since before 2016 (The year ownership was transferred and a new B&B CUP was approved). Only up to three bedrooms may be rented out in a short-term rental on residential zoning. Confirmation with the owner determined that the additional unit is intended to operate as a long-term rental. Doug further confirmed that he was discontinuing B&B operations in favor of long-term rentals.

Parking requirements appear to be met on the face of the application. The included diagram indicates at least five parking spots. The required parking is four spots (two for the three-bedroom unit and one for each of the single bedroom units).

A public notice was sent to all property owners within 300' of the subject property. To date, there have been no comments submitted.

I have attached a copy of the application.

Per 18.06.002 of the LDC, the following criteria shall be met before a conditional use permit may be issued:

1. That the proposal is consistent with the Craig Comprehensive Plan, the Craig Municipal Code, and other applicable ordinances.
2. That the proposed use is conditionally permitted in the zone.
3. That the proposed use is compatible with other existing or proposed uses in the area affected by the proposal.
4. That the proposed use would not create noise, odor, smoke, dust, or other objectionable pollutants creating impacts on surrounding areas.
5. That the proposed use would not affect the health and safety of persons or property.
6. That the location, size, design and operating characteristics will mitigate conflicting uses.
7. That unsightliness, building height, or structural incompatibility would not significantly affect surrounding areas or the designated viewshed.
8. That the proposal would not have a significant detrimental effect on property values in the area.
9. That all utilities required by the proposed use are adequate or will be made adequate by the applicant at no additional expense to the city and will not interfere with utility capacity to serve other areas of the city.
10. That access is adequate to serve the additional volume and type of traffic generated and would not threaten health and safety by significantly altering traffic volumes and patterns.
11. That adequate off-street parking is provided. (See Chapter 18.14, Parking.)
12. That the proposed use would not degrade land, air, water, or habitat quality.
13. That the proposed use will not interfere with the efficiency of, the planned expansion of, or access to water dependent or water related uses unless: 1) there is a documented public need for the proposed use, 2) no alternative site, and 3) the public good will be served better by the proposed use than by the water dependent or water related use.
14. That other relevant objections made evident at the public hearing are addressed.
15. That the proposed use and development do not disturb trees or shrubs which are designated for habitat or resource protection; wind, noise, sediment, or pollution buffers; recreation or open space; protection from natural hazards, watershed protection, or visual considerations unless a plan is approved which will mitigate potential adverse impacts.

Criteria 1-13 and 15 of this section appear to be met on the face of the application. The commission should discuss Criteria 14 at the public hearing on December 13, 2022.

Recommendation

That the planning commission discuss the required criteria for approval at the December 13, 2022 meeting and consider adoption of Resolution 608-22-PC granting a CUP to Douglas and Connie Ward to develop their building into a triplex located at 605 Oceanview (Lot 12, Tract C, Windansea Subdivision) subject to the following conditions:

1. that the conditional use permit is not transferable to another individual or location;
2. that all residential units will have needed utilities and means of egress;
3. that adequate off-street parking is provided for all dwelling units;
4. that this conditional use permit is voidable by the City of Craig, at its sole discretion, if the applicant is unable to meet the above conditions.;

CITY OF CRAIG
PLANNING COMMISSION
RESOLUTION 608-22-PC

GRANTING A CONDITIONAL USE PERMIT TO DOUGLAS AND CONNIE WARD TO REMODEL THEIR BUILDING INTO A TRIPLEX IN THE RESIDENTIAL MEDIUM-DENSITY ZONE AT 605 OCEANVIEW DRIVE, LOT 12, WINDANSEA SUBDIVISION.

WHEREAS, the Planning Commission held a public hearing on December 13, 2022; and,

WHEREAS, public notice was given in accordance with Section 18.06.002 of the Craig Land Development Code; and,

WHEREAS, the Planning Commission finds that the specific criteria of Section 18.06.002 of the Craig Land Development Code are met as follows, subject to the conditions listed below:

1. That the proposal is consistent with the Craig Comprehensive Plan, the Craig Municipal Code, and other applicable ordinances.
2. That the proposed use is conditionally permitted in the zone.
3. That the proposed use is compatible with other existing or proposed uses in the area affected by the proposal.
4. That the proposed use would not create noise, odor, smoke, dust, or other objectionable pollutants creating impacts on surrounding areas.
5. That the proposed use would not affect the health and safety of persons or property.
6. That the location, size, design and operating characteristics will mitigate conflicting uses.
7. That unsightliness, building height, or structural incompatibility would not significantly affect surrounding areas or the designated viewshed.
8. That the proposal would not have a significant detrimental effect on property values in the area.
9. That all utilities required by the proposed use are adequate or will be made adequate by the applicant at no additional expense to the city and will not interfere with utility capacity to serve other areas of the city.
10. That access is adequate to serve the additional volume and type of traffic generated and would not threaten health and safety by significantly altering traffic volumes and patterns.
11. That adequate off-street parking is provided.
12. That the proposed use would not degrade land, air, water, or habitat quality.
13. That the proposed use will not interfere with the efficiency of, the planned expansion of, or access to water dependent or water related uses unless: 1) there is a documented public need for the proposed

- use, 2) no alternative site, and 3) the public good will be served better by the proposed use than by the water dependent or water related use.
14. That other relevant objections made evident at the public hearing are addressed.
 15. That the proposed use and development do not disturb trees or shrubs which are designated for habitat or resource protection; wind, noise, sediment, or pollution buffers; recreation or open space; protection from natural hazards, watershed protection, or visual considerations unless a plan is approved which will mitigate potential adverse impacts.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission grants Douglas and Connie Ward a conditional use permit to develop their building into a triplex in the Medium-Density Residential zone, located at 605 Oceanview Drive (Lot 12, Windansea Subdivision) subject to the following conditions:

1. that the conditional use permit is not transferable to another individual or location;
2. that all residential units will have needed utilities and means of egress;
3. that adequate off-street parking is provided for all dwelling units;
4. that this conditional use permit is voidable by the City of Craig, at its sole discretion, if the applicant is unable to meet the above conditions.;

Approved this 13th day of December, 2022

Chairman Sharilyn Zellhuber

Samantha Wilson, City Planner