

SITKA'S SHORT-TERM TOURISM PLAN

DRAFT PLAN FOR PLANNING COMMISSION 12.15.21

City and Borough of Sitka, Alaska

Adoption Planned for January 2022

ACKNOWLEDGMENTS

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OUR THANKS

The Planning Team would like to extend our gratitude to all those in the community who have participated in the formation of this plan. From our City and Borough co-workers, tribal representatives, Visit Sitka, the Ports and Harbors Commission, visitor industry experts, local businesses, community organizations, local news outlets, state agencies, and involved citizens, your contributions are deeply appreciated.

A special thank you is extended to the Planning Commission, who worked many long evenings to steer this planning effort and see it to completion.

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GLOSSARY OF TERMS AND ABBREVIATIONS

ADOT	Alaska Department of Transportation
Attraction, excursion	Destinations, guided tours, and experiences available to visitors
CBS	City and Borough of Sitka
Dock-to-downtown shuttle	Transportation system to move passengers in mass from SSCT to the downtown area via large passenger buses
HCH, Centennial Hall	Harrigan Centennial Hall
HPR	Halibut Point Road
ROW	Right-of-way
Seawalk	The pedestrian path stretching from HCH to the National Historic Park
SMC	Sawmill Creek Road
SSCT	Sitka Sound Cruise Terminal, the privately-owned and operated cruise ship dock located at 4513 Halibut Point Road

APPENDIX

- 2022 Sitka Cruise Calendar provided by Cruise Line Agencies of Alaska on November 29, 2021
- Sidewalk Level of Service Classification from the Journal of Engineering Research and Studies
- Planning Commission minutes for plan-related meetings

I. CONTEXT AND PLANNING HORIZON

CHANGES TO THE CRUISE VISITOR INDUSTRY IN SITKA

In spring of 2021, it was announced that Sitka is expected to receive its largest cruise visitor season on record in 2022 with 400,000 passengers anticipated. This forecast was increased to 480,000 during the summer months, with estimates for 2023 and beyond ranging from 500,000 – 520,000.

Sitka’s largest cruise season on record was in 2008 with approximately 285,000 passengers. Not only is the increase to 480,000 passengers a significant increase over this previous high, the logistics of cruise ship visitation in Sitka has changed with the opening of the privately owned Sitka Sound Cruise Terminal (SSCT).

Before the development of SSCT, cruise ships anchored offshore and would lighter passengers into town, coming directly to Crescent Harbor dock and the O’Connell Bridge dock. From these locations, passengers would disperse to town on foot, on pre-booked tours, or by other modes of transportation available at the docks. Given its location approximately five miles away from the downtown area, passengers now disembarking at SSCT are shuttled to Harrigan Centennial Hall via ~60 passenger buses as the primary means of transportation. However, some tour operators do pick-up and/or drop-off guests directly from SSCT, making it another dispersion point in addition to Centennial Hall.

These changes in the industry prompted the creation of this plan.

ASSEMBLY & PLANNING COMMISSION ACTION

On April 13, 2021, the Assembly and the Planning Commission held a joint work session to discuss the scope and deliverables of this plan. It was determined that the plan would have five main elements:



DISPERSION

Keep passengers moving throughout town and prevent congestion



TRANSPORTATION

Explore options for passenger transportation



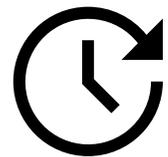
TRAFFIC

Manage traffic to ensure safety and efficiency



INFRASTRUCTURE NEEDS

Define CBS infrastructure needs for the 2022 season



FUTURE PLANNING NEEDS

Outline future planning needs for CBS infrastructure and community-wide impacts

The planning horizon was to be for the next one to five years, with a heavy emphasis on the 2022 season. It was agreed that outreach would be vital; a broad approach including industry professionals and organizations, merchants, tour operators, and the general public should be part of the process. To this effect, a work plan and schedule was developed and utilized for the planning effort.

PUBLIC ENGAGEMENT



All meetings of the Planning Commission were open to the public, with in-person and Zoom options made available. An email list was compiled by canvassing the downtown area, utilizing list serves maintained by Visit Sitka, and continual advertising of this option throughout the process. The email group had over 125 members and was notified of all upcoming meetings and plan updates. Newspaper, radio, and social media were also utilized to advertise meetings and opportunities for plan participation. *A community survey was available from December 17 – January 9.*

MEETING DATES & TOPICS

Date	Body	Topic
3/9/21	Assembly	Assembly provided direction to staff and the Planning Commission to develop the plan
4/13/21	Assembly & Planning Commission	Joint Work Session between the Assembly and Planning Commission to develop the scope and deliverables of the plan
5/5/21	Planning Commission	Introductory session with Planning Commission to review work plan and schedule and outline data/research needs
5/19/21	Planning Commission	Commission review of plan for Forums
5/20/21	Planning Commission	Attraction and Excursion Forum
6/2/21	Planning Commission	Public comment on passenger dispersal
6/3/21	Planning Commission	Downtown Business Forum
6/16/21	Planning Commission	Background information review of the Sitka Gateway Plan (1998), the Transit Services Contract, CPET fund use guidance, and the 2022 preliminary cruise calendar
7/7/21	Planning Commission	Dispersion wrap-up and review of input from Forums
7/21/21	Planning Commission	Transportation alternatives
8/4/21	Planning Commission	Traffic from dock to downtown, Sawmill Creek Road Project, and Lake/Lincoln/Harbor Drive intersection
9/15/21	Planning Commission	Downtown traffic and congestion mitigation – public input and problem identification
10/6/21	Planning Commission	Centennial Hall traffic and staging – public input and problem identification
10/13/21	Ports & Harbors Commission	Centennial Hall traffic and staging – Commission input and problem identification
10/20/21	Planning Commission	Analysis and recommendations for Lincoln Street traffic presented
11/3/21	Planning Commission	Direct-use infrastructure needs
11/10/21	Ports & Harbors Commission	Analysis and recommendations for Centennial Hall traffic and staging presented
11/17/21	Planning Commission	Analysis and recommendations for Centennial Hall traffic and staging presented
12/1/21	Planning Commission	Indirect infrastructure impacts and future planning needs
12/15/21	Planning Commission	<i>Presentation of draft plan</i>
1/13/22	Assembly & Planning Commission	<i>Joint work session to review draft plan and make suggestions for final draft</i>
1/19/22	Planning Commission	<i>Recommendation of plan for adoption</i>
1/25/22	Assembly	<i>Plan adoption</i>

II. DISPERSION

Downtown merchants, attraction and excursion operators, tourism industry representatives, and the general public were engaged to discuss the need for passenger dispersion, particularly on large ship days. “Large ship days” were defined as days with more than 6,000 passengers.

The latest preliminary 2022 cruise calendar was provided by Cruise Line Agencies of Alaska on November 29, 2021. Of the 159 days of the season (first sailing April 28th and last sailing is October 3rd), this is the breakdown of passenger loads:

Number of Cruise Passengers	Number of Days in Season	Percent of Season
0	21	13%
1-999	30	19%
1,000 – 2,999	37	23%
3,000 – 5,999	47	30%
6,000 – 8,000+	24	15%

The full calendar is provided in the appendix and color coded to correspond with the levels in the table above.

DROP-OFF AND AVOIDANCE POINTS

Participants were asked to identify ideal locations to direct and/or drop-off passengers, as well as areas to avoid.

Drop-off points largely centered around locations near the downtown area including Harrigan Centennial Hall, the Library, the O’Connell Bridge dock, Totem Square or Totem Square Inn, the Katlian Avenue area including the Community House, Baranof Playground, Totem Park, and the Sitka Sound Science Center. It was also recommended that more dispersion points along Sawmill Creek and Halibut Point Road be developed in addition to attractions such as the Alaska Raptor Center and Fortress of the Bear.

Avoidance points for pick-up/drop-off that were generally agreed upon were Katlian Avenue (i.e. that this street should not be used to divert bus traffic from other streets as it is already congested, but that visitation to attractions and historical sites in this area should continue to be encouraged), residential areas, the Fine Arts Camp portion of the Sheldon Jackson Campus, and anywhere with traffic devices (near intersections, roundabouts, traffic lights, etc.).

Drop-off/pick-up on Lincoln Street and in front of St. Michael’s Cathedral was contended. While some advocated that this would bring visitors directly into the high-demand areas for shopping or site seeing, others felt that congestion on Lincoln Street should not be exacerbated.

While lightering/water taxiing was considered as a part of dispersion conversation, later discussions on transportation (see section III, Transportation) more fully analyzed the challenges associated with this type of operation. A map showing all drop-off and avoidance points as discussed was produced.



Public comment was also received during the Traffic section of the plan that additional attractions on Halibut Point Road should be considered in order to add more dispersion points. In particular, a suggestion was made that low-impact development in the No Name Mountain area for recreational use could benefit visitors and locals alike.

FINDINGS

1. Quality of experience matters – too many passengers downtown or at any one attraction/site at once can detract from the quality of the passenger’s experience.
2. Cruise passengers should continue to be encouraged to come downtown for shopping and dining, seeing historic and culturally significant sites/attractions, and to recreate along the Seawalk and at the National Historical Park.
3. High quality, high visibility signage is needed to effectively disperse passengers dropped off in the downtown area.
4. Other means of communicating visitor information should be improved to keep things moving smoothly, particularly on large ship days. Particular areas of improvement include local communications of the cruise calendar and potential changes in traffic, a digital guidebook/site or app, shore-ex support at the dock and drop-off points, and training for bus drivers.
5. As visitor numbers grow, more attractions and excursions will be needed to meet demand and effectively disperse passengers throughout town.
6. Implementation of a looping shuttle system had both advocates and opponents.
 - a. Pro: A shuttle system would be an effective means of transporting passengers throughout town and address mobility issues many passengers may experience.
 - b. Con: A public and/or free shuttle system would negatively impact private industry transportation providers.

RECOMMENDATIONS

1. While the dock-to-downtown shuttles will continue to bring passengers to Centennial Hall as their main drop-off and pick-up point, utilization of alternative drop-off points for tour operators and other transportation providers should be encouraged.
2. Commission large-scale signage to be strategically placed at major drop-off points.
3. Consider implementation of a mobile app and/or QR code system to assist with wayfinding and visitor information access. Limitations of cell and internet service will need to be addressed in order to successfully implement.
4. Encourage growth of the attractions and excursions market.
5. Consider implementation of a looping shuttle system and investigate ways to work with private industry transportation providers to mitigate potential adverse impacts.

III. TRANSPORTATION

VISITOR TRANSPORTATION

BY LAND



Currently, the transportation of passengers from the SSCT dock to the downtown area (referred to as “dock-to-downtown shuttling”) takes place via large buses with capacities ranging from approximately 48 to 60 passengers. Buses depart from the SSCT every 15 minutes, travel along Halibut Point Road to Lake Street, and continue through the traffic light at the Lake/Lincoln/Harbor Drive intersection to arrive at Centennial Hall. From this point, passengers can walk to shopping and other attractions/destinations in the downtown area, meet their pre-booked tour, or purchase a tour/transportation offered for sale at Centennial. When they wish to return to SSCT, passengers come back to Centennial Hall to catch a departing shuttle. Some tour operators pick up directly from SSCT and will drop passengers off downtown, or back at SSCT directly.

Since 2013, CBS has entered into a Transit Services Contract to provide a subsidy of the dock-to-downtown shuttling operation using the Commercial Passenger Excise Tax revenue. The most recent contract for 2020 and 2021 provided a subsidy in the amount of \$1.07/passenger transported.

Considerable public interest for electrification of the large-scale visitor transportation services was voiced during the planning process. Concerns with the currently utilized diesel buses included the associated noise, air pollution, and carbon emissions. Industry representatives cited high investment costs (with estimates of \$750,000 - \$1,000,000 per bus of commiserate size) and lack of charging stations as the main barriers to conversion in the short-term.

BY SEA



In the beginning stages of plan development, the concept of lightering/water taxi service to transport passengers from SSCT to the downtown area was discussed as a method of alleviating bus traffic and congestion on the road system. However, several challenges became apparent:

- A water taxi service would likely not be a profit-making operation as currently envisioned.
- Space at the SSCT dock is limited.
- Available locations that would bring passengers into downtown (primarily the O’Connell Bridge Dock or Crescent Harbor) would result in a lengthy ride due either to the required slow speeds travelling through the breakwater and Sitka Channel, or the added time diverting around the breakwater/channel via Western Channel and Middle Channel. Therefore, moving a significant enough number of passengers to meaningfully decrease bus transportation would require a large water taxi fleet both in terms of the size of the vessels as well as the number of vessels.
- The only identified dock facility that could work on the water transportation side (in terms of decreasing trip length) was the North Plant for Petro Marine. However, there is not adequate upland space for bus transportation that would be needed. Further, this would add significant bus traffic on Katlian Ave. which is already congestion-challenged.

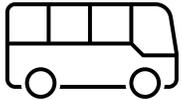
RESIDENT TRANSPORTATION

Given the limitations of Sitka's road system and available public parking in the downtown area, impacts to the ease of resident transportation are inevitable with the growth of cruise passenger visitation. Multi-modal transportation offers potential to increase capacity of our existing infrastructure while reducing burdens to individual pieces of the transportation system. Three main areas were addressed as potential means of mitigating these impacts.



BIKE AND PEDESTRIAN COMMUTING

Members of the public identified bicycle and pedestrian transportation as a means of alleviating downtown traffic and parking pressures. Creation and support of incentive programs were suggested to encourage participation. Additional bike shelters or racks downtown should be considered if incentive programs are pursued. While walking/biking may not be viable transportation alternatives for all, any alleviation of vehicular traffic and parking demand is beneficial and should be encouraged.



PUBLIC TRANSIT

Public transit is an integral component of multi-modal transportation system, enabling transportation for those without personal vehicles and offering an alternative to those who may wish to decrease personal vehicle reliance. Sitka's public transportation systems such as the RIDE and Care-a-Van should continue to be supported and opportunities to encourage ridership explored.



PARKING SOLUTIONS

Where possible, additional parking is needed in the downtown area for those who live, work, worship, shop, and recreate downtown. Private property owners are encouraged to open any available parking, and opportunities to maximize existing public parking should be pursued. Another suggested solution was a Park and Ride system wherein vehicles could be left at a larger lot outside of the downtown area, and a bus would run regularly between the vehicle parking and downtown. Increased enforcement of public parking regulations would also ensure that parking is being utilized as intended and prevent abuse/misuse of publicly available parking.

FINDINGS

1. There is ample community interest in seeing electrification of bus fleets, particularly for large-scale transportation services. However, the high investment costs and lack of charging infrastructure present major hurdles for conversion to take place in the near term.
2. Similarly, water taxi services face investment and logistical challenges that make it an unsuitable transportation alternative in the near future. However, this may be a more feasible option in the future if a bus-accessible location were to be developed north of the Sitka Channel.
3. Multi-modal options and parking solutions are critical to meet resident transportation needs.

RECOMMENDATIONS

1. Encourage and incentivize bicycling and walking as alternatives to vehicular transportation in order to decrease vehicular traffic congestion and alleviate parking pressure in the downtown area. CBS could partner with existing community organizations that promote walk and bike initiatives. Further, additional bike racks and/or shelters should be considered in the downtown area.
2. Long term, CBS should consider incentive structures that would encourage fleet electrification, particularly for dock-to-downtown shuttling services, and explore opportunities for installation of charging stations.
3. Opportunities to incentivize alternative transportation modes for residents should be pursued. Additionally, parking solutions such as expansion of parking in the downtown area or a Park and Ride arrangement will be needed as the visitor industry continues to grow.

IV. TRAFFIC

HALIBUT POINT ROAD AND SAWMILL CREEK ROAD TRAFFIC

DOCK TO DOWNTOWN – HALIBUT POINT ROAD

On August 4th, representatives from ADOT joined the Planning Commission to discuss traffic along HPR and expected impacts resulting from both the increase in cruise visitor related traffic and developments along HPR such as growth of amenities at SSCT, the new Cross Trail connector in this area, and the adventure park at 4951 HPR. Suggestions from the public and the Commission fit largely into two main categories:



Pedestrian safety improvements: With increased traffic on HPR, more crosswalks (particularly lighted crosswalks) are desired to make street crossings safer. Suggested locations include the new Cross Trail connector across the street from 4951 HPR, the Seamount/Cascade Creek Road intersection, and at Brady Street (particularly in light of increased SEARHC development in this area). Further, sidewalk development is desired between SSCT and the adventure park/Cross Trail connector. These latter attractions would also benefit from large, clear signage.



Beautification/visitor enhancement: Beautification projects along the HPR/Swan Lake sidewalk corridor and at the roundabout were suggested, with ideas ranging from painting/murals, signage, or banners. Development of additional attractions on HPR were also discussed (see section II. Dispersion).

Without supporting data from a traffic study, the justification for ADOT to make these changes will be difficult to substantiate. CBS and ADOT should continue to collaborate on traffic safety needs and work towards getting a traffic study for Sitka in the near future.

SAWMILL CREEK ROAD PROJECT

ADOT will be performing significant road work on Sawmill Creek Road in the summer of 2022 between the roundabout and the Sitka National Cemetery. The scope of the project includes stormwater infrastructure improvements, resurfacing, development of a new bus stop, and pedestrian safety improvements. While these improvements are certainly needed and will be of great community value, the construction season overlaps with the visitor season. SMC Road is a critical arterial right-of-way for traffic flow and its closure will significantly impact traffic efficiency.

Commission discussion and public comment emphasized the challenges most detour routes would present. Many large vehicles/equipment will struggle to use smaller collector and minor streets given narrowness and tight turns. There was also concern for traffic being diverted into residential neighborhoods which would exacerbate existing traffic speed/congestion problems.

While the traffic control plan (TCP) for the project will not be developed until a contractor is selected to execute the project, CBS and ADOT representatives have met to discuss some preliminary guidance a TCP should include. If the TCP includes use of CBS rights-of-way for detouring, CBS must first provide approval. CBS will continue to advocate that, to the greatest extent possible, traffic

flow be maintained at least one-way (outbound) through the project area before CBS rights-of-way are approved as detour routes.

EMERGENCY SERVICE ACCESS

Proximate to the SSCT, the Sitka Fire Department would like to stage a small ATV ambulance that can be available for calls to the cruise ships or to the adventure park under development at 4951 HPR. The ATV ambulance itself will not be staffed or stocked for budget and security reasons. An ambulance will respond to calls in this area and go to the ATV ambulance first – crew will load in with kits and a gurney and will be directed to the patient from there. The ATV ambulance will then be used to transfer the patient into the full-sized ambulance for transportation to the hospital/other medical services.

The Police and Fire Departments were both included in planning for downtown traffic to ensure that any closures or changes in traffic pattern would not complicate emergency access. The Fire Department plans to continue responding from the Fire Department, sending ambulances to the nearest street or alley to the call, sending in crew, gurney, and equipment to meet the patient and wheeling back to ambulance. Any improvements of traffic flow in the downtown area, particularly decongestion of the Lake/Lincoln/Harbor Drive Intersection and alleviating left-turn traffic into Harrigan Centennial Hall, will benefit speed and accessibility for emergency services.

DOWNTOWN TRAFFIC

LAKE/LINCOLN/HARBOR DRIVE INTERSECTION

The intersection of Lake Street, Lincoln Street, and Harbor Drive appears to be the biggest bottleneck for downtown traffic flow. Vehicles turning left from Lake Street on to Lincoln Street do not have a dedicated turn lane or traffic control signal, and significant traffic flow from Japonski Island and that exiting the downtown area can make this turn difficult to make. Under these conditions, a few vehicles waiting to make this left turn can back traffic up to the roundabout which has domino effects for HPR and SMC traffic flow. In addition to the “left turn” issue, this intersection handles significant pedestrian crossing as well, which reduces the efficiency of vehicular traffic flow. Three mitigations/solutions were suggested:



Left turn lane, Lake to Lincoln: Having a dedicated left turn lane for Lake to Lincoln traffic flow could improve efficiency of the intersection, allowing straight-through and right-turn traffic to move independent of left-turn traffic. This could be accomplished with restriping.



Traffic conductor: Many members of the public recalled summer seasons in which a traffic conductor was stationed at this intersection to improve traffic flow. A well-trained traffic conductor can be more capable of adjusting and responding to real-time demands as opposed to the automated signal system. A traffic conductor could also enable implementation of the next suggestion.



All-cross: Instead of timing pedestrian traffic crossings with the vehicular signaling, some communities utilize an “all-cross” system in which all pedestrians waiting to cross can do so at once, regardless of which corner they are at. Diagonal movements are often permitted as well, cutting down on the number of crossings needed. No vehicular traffic can move at this time, but it removes pedestrian crossing as a delay during vehicular movement.

LINCOLN STREET

The section of Lincoln Street from Lake Street to Katlian Avenue contains the majority of downtown retail stores, restaurants, churches, and historic sites. This area is beloved by locals and visitors alike for its authentic, small-town feel. Given its importance, discussion of plans for Lincoln Street took place throughout the planning process.

Level of Service (LOS) analysis was performed in order to better understand the capacity of this section of Lincoln Street for pedestrian use. The calculations below are based on LOS formulas published by the Journal of Engineering Research and Studies. Per these guidelines, service levels are denoted with letters, with a LOS A characterized by total free pedestrian movement unimpeded by others, while the description of LOS F states, “...all walking speeds are severely restricted, and forward progress is made only by shuffling. There is frequent unavoidable contact with other pedestrians. Cross and reverse flow movements are virtually impossible. Flow is sporadic and unstable. Space is more characteristic of queued pedestrians than that of moving pedestrian streams.” The full description of each LOS is available in the appendix.

Lincoln Street Assumptions for LOS Analysis

Driving Lane Width (x2)	12
Parking Lane Width (x2)	8
Sidewalk Width (x2)	5
Length of Street	1,300
Total Square Footage	65,000

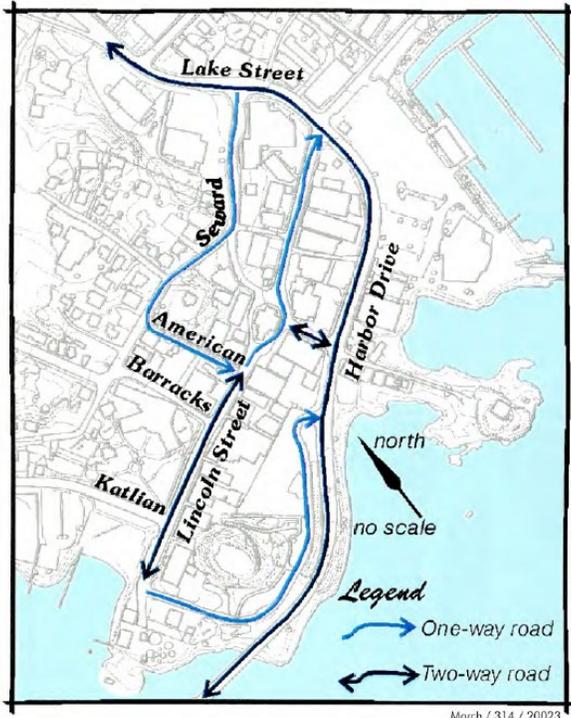
Pedestrians supported at each LOS

	Total pedestrian S.F. available	LOS A	LOS B	LOS C	LOS D	LOS E	LOS F
No closure – sidewalk space only	13,000	213	317	520	813	1,444	1,625

As demonstrated by the LOS Analysis above, sidewalk space only on this section of Lincoln Street supports fairly low pedestrian numbers (especially when compared with cruise ship visitation forecasts) at more comfortable levels (D and up). This analysis was helpful in quantifying the observational data received from plan participants.

Staff reviewed and analyzed several options; some were recommendations from the Gateway Plan and others were a result of public comment/staff generation – all are described and detailed below. Staff review included Planning, Public Works, Police, and Fire departments.

Studied Options - Not Recommended



March / 314 / 20023

Lincoln Street is two-way between Katlian and American; it becomes a one-way from American to Harbor Drive for east-bound traffic. West-bound traffic enters Lincoln via Seward and American streets. To make more room for wider sidewalks, on street parking is removed from one side of Lincoln and accommodated in the Castle Hill lot.

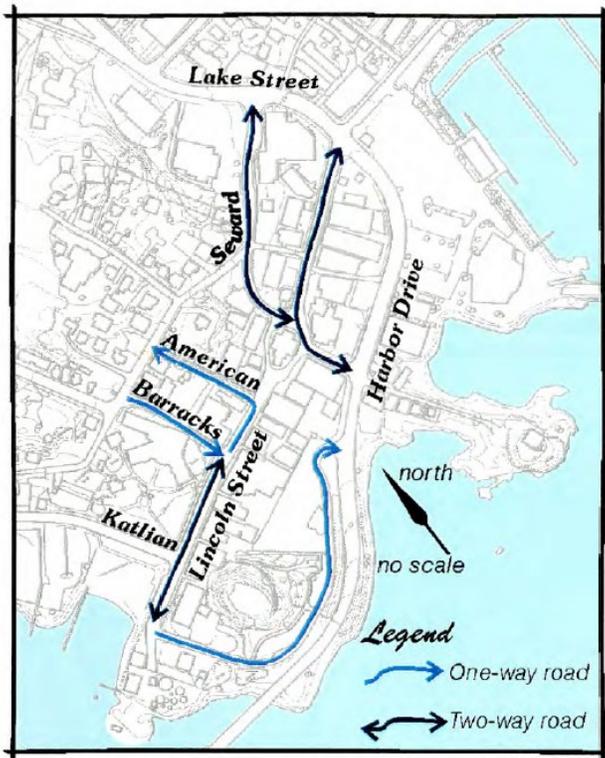
Gateway Plan Option 1

Pros

- Maintains vehicular access to downtown amenities
- Could maintain downtown parking

Cons

- Funnels traffic to substandard routes (Seward & American)
- Does not make optimal use of Harbor Drive
- Does not create more space for pedestrians on the west end of Lincoln where more is needed
- Would be confusing as a temporary solution (i.e. if not in place consistently day-to-day during the season or as a built design)



March / 314 / 20024

There is 2-way traffic on Lincoln Street between Katlian and Barracks; American becomes one-way going north and Barracks becomes one-way going south. Lincoln is closed around St. Michael's except on the southeast side.

Gateway Plan Option 2

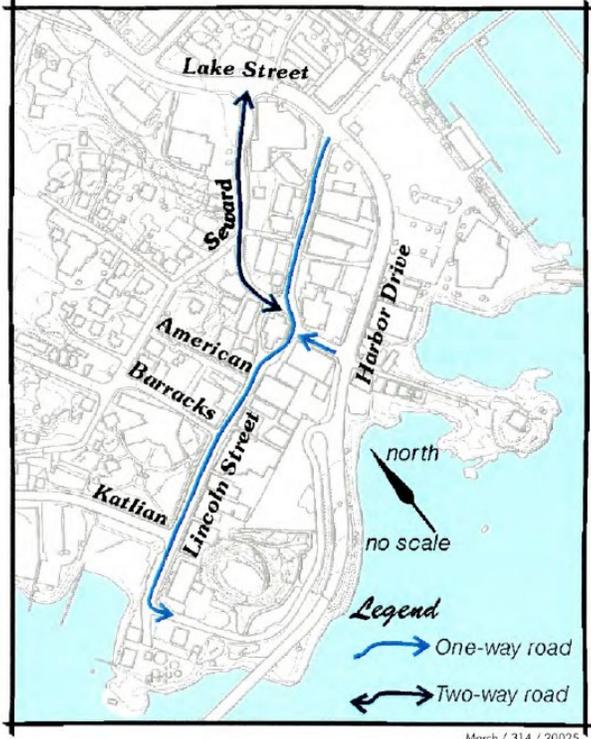
Pros

- Maintains vehicular access to downtown amenities
- Could maintain downtown parking
- Removes traffic from in front of St. Michael's

Cons

- Funnels traffic to substandard routes (Seward & Cathedral, American & Barracks). Cathedral Way lacks adequate width to be two-way without major redesign/loss of parking
- Does not make optimal use of Harbor Drive
- Does not create more space for pedestrians on the west end of Lincoln where it is needed
- Would be confusing as a temporary solution (i.e. if not in place consistently day-to-day during the season or as a built design)

Gateway Plan Option 3



Lincoln Street is one-way, running from east to west. All traffic flows around the south side of St. Michael's, leaving room for pedestrians on the north.

Pros

- Maintains vehicular access to downtown amenities
- Could maintain some downtown parking

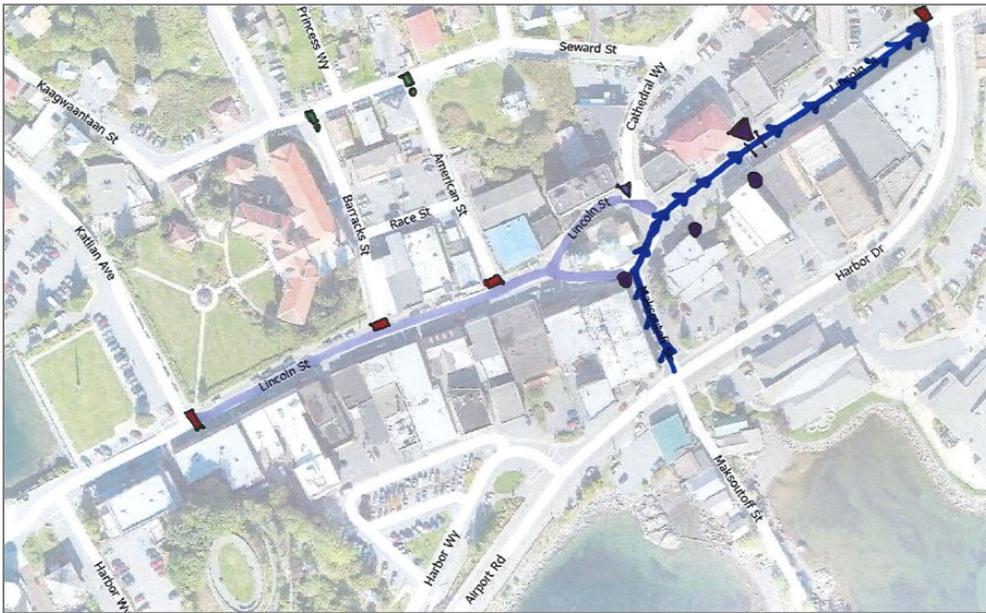
Cons

- Funnels traffic to substandard routes (Seward & Cathedral). Cathedral Way lacks adequate width to be two-way without major redesign/loss of parking
- Does not work well as a temporary (rather than built) solution – traffic would have to cross lanes and go the “wrong way” around the church.
- In order to keep Cathedral, American, and Barracks open, traffic would have to cross pedestrian spaces which can exacerbate bottlenecks at these intersections

Overall, the downtown traffic designs as proposed in the Sitka Gateway Plan are more suited to permanent/built alterations of streets and traffic flows in the downtown area as opposed to temporary solutions created with signage, barricades, cones, etc. None are suitable for regular mobilization and demobilization if flexibility based on daily passenger count is desired.

Staff considered ways that the Gateway Plan recommendations could be modified to better suit a temporary/short-term option. Those concepts are presented on the next page, though neither are recommended options.

Modified Gateway Options 1 and 2

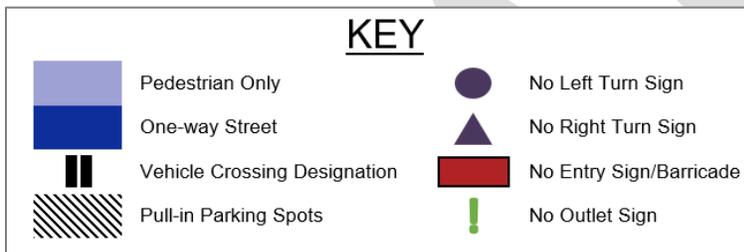


Pros

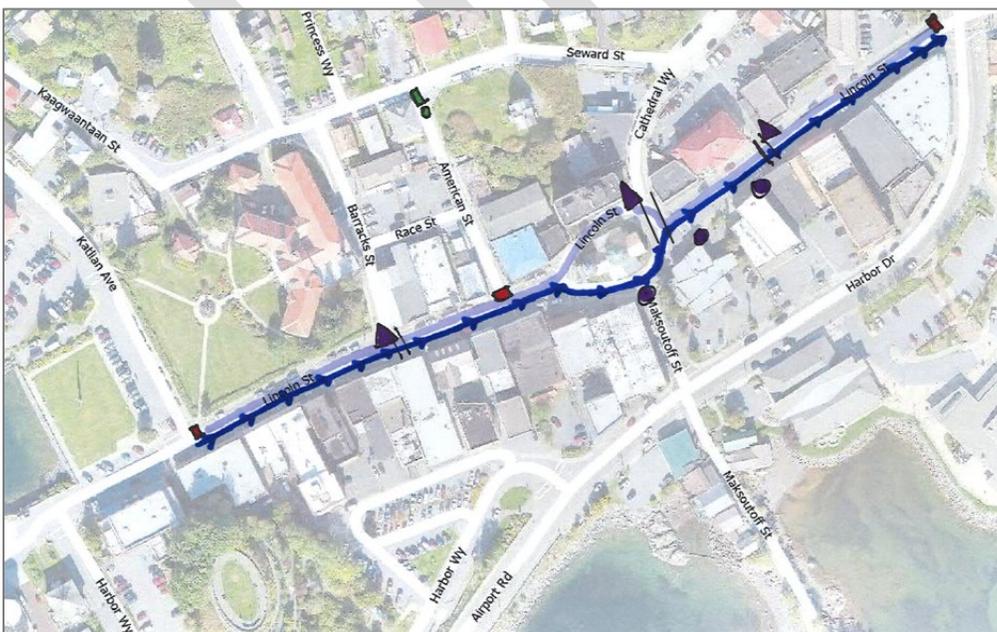
- Maintains vehicular access to bank drive-thrus
- Could maintain some downtown parking
- Opens pedestrian space on the west end of Lincoln

Cons

- Adds left-turn traffic to Lake/Lincoln intersection
- Intensive to mobilize and demobilize regularly



Modified Gateway Option 3



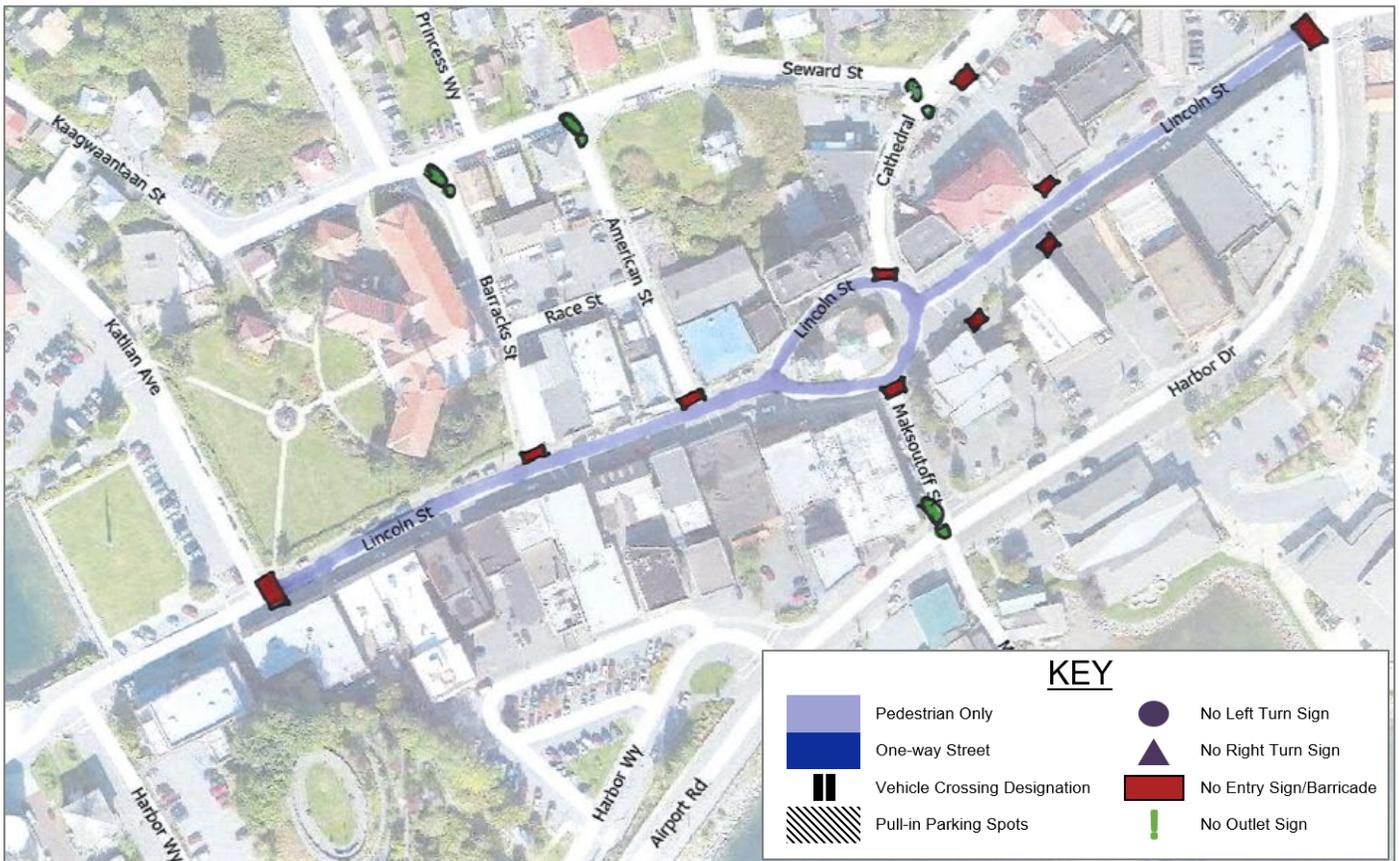
Pros

- Maintains vehicular access on bank drive-thru and pharmacy side of street
- Maintains some downtown parking
- Opens pedestrian/amenity/vending space in west bound lane

Cons

- Adds left turn traffic at Lake/Lincoln intersection
- More streets (Cathedral, American, Barracks) either need to be closed or will have to cut across pedestrian space

Full Closure Option



Description

- Lincoln Street is closed to vehicles from the Lake/Lincoln Intersection to the Lincoln/Katlian Intersection
- Feeder routes (Barracks, American, Moksoutoff, Cathedral, and other unnamed alleys) blocked from entry
- Closures could be on a consistent schedule (M-F) or based on daily passenger count

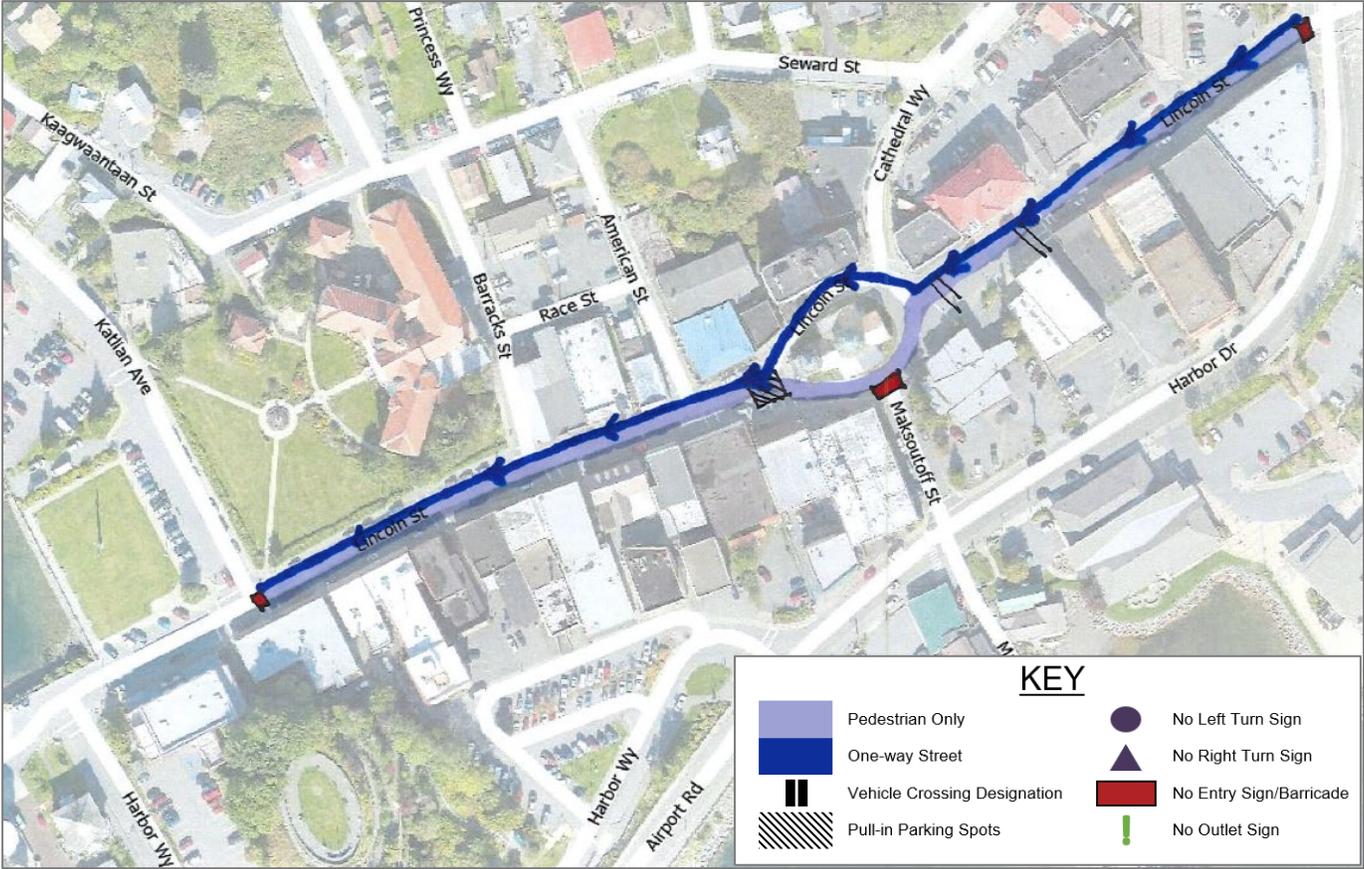
Pros

- Allows maximum pedestrian space and clearly separates pedestrians from vehicles
- Opens maximum spaces for amenities (benches, water stations, garbage cans, potentially vending, etc.)
- Equitable for both ends/sides of Lincoln Street merchants/entities

Cons

- Maximum loss of parking
- Maximum impact on vehicular access to locally demanded services (primarily pharmacy and bank drive-thrus)
- Complicates Pioneer Home emergency access
- Necessitates new downtown stop for The Ride
- Congestion remains around Totem Square/end of Lincoln

One-Way Option



Description

- Lincoln Street remains open to vehicular traffic one-way westbound
- Pedestrian space and amenity/vending staging can take place in the eastbound traffic/parking lanes. Amenities/vending could potentially be staged for the whole season. This would decrease labor needs for daily mobilization/demobilization and allow locals and independent travelers to partake in off-hours
- “Vehicle crossing designations” available at bank drive-thrus
- A temporary median would be needed to separate pedestrians and vehicles
- Pull-in parking spaces designated near churches
- Would be in place all season (too labor/storage intensive to mobilize/demobilize daily)

Pros

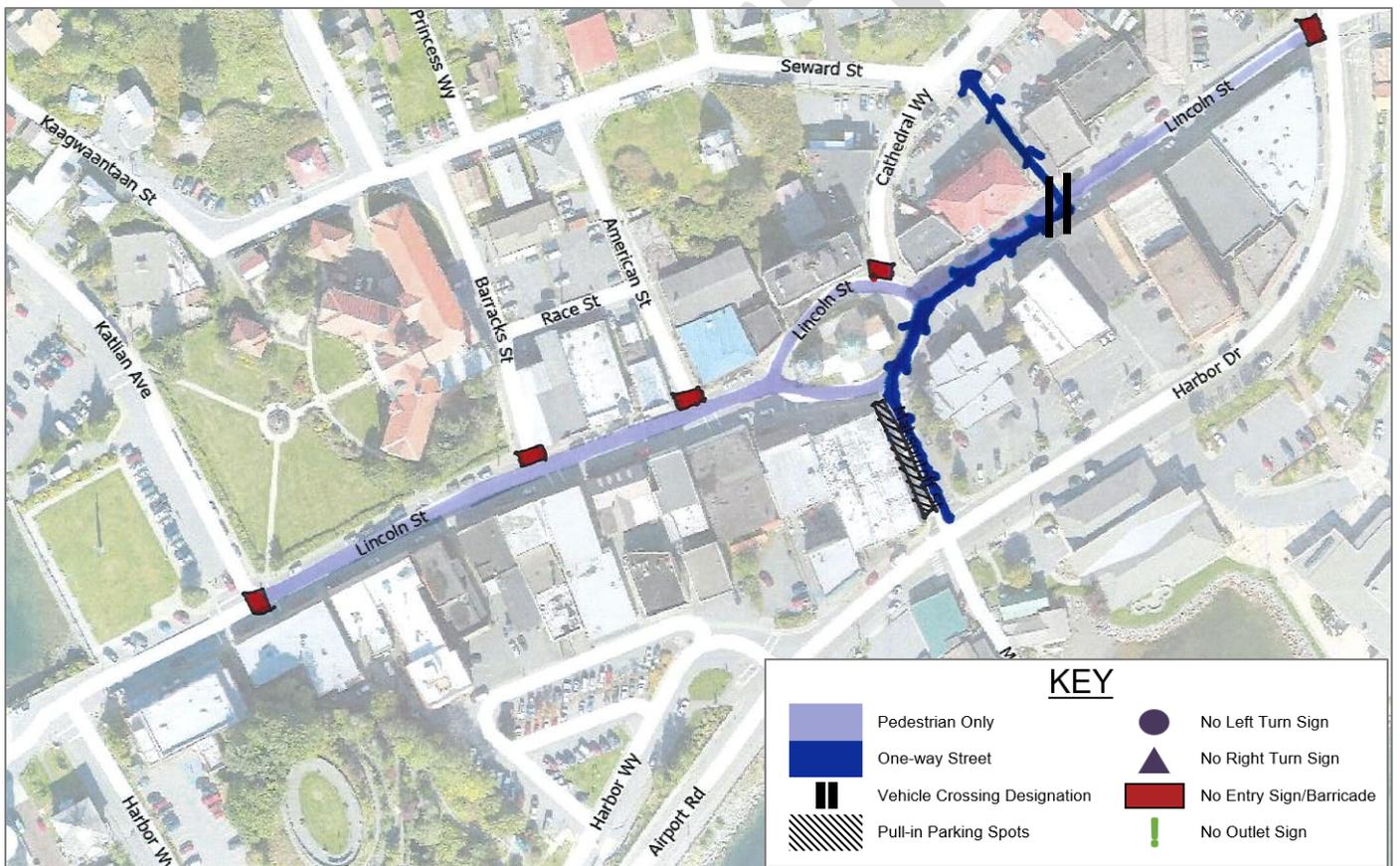
- Allows more vehicular access to Lincoln Street while reducing pedestrian and vehicle conflict
- Maintains vehicular access to downtown amenities & use of bank drive-thrus
- Lower loss of parking
- Provides for better emergency access to Pioneer Home
- Possible reduction in jaywalking due to median barriers

Cons

- Less space opened for pedestrians and other amenities
- Vehicles and pedestrians still intermingled to some degree
- Necessitates new downtown stop for The Ride
- Congestion remains around Totem Square/end of Lincoln
- North side of street gets vehicular access but less pedestrian space, vice versa for the south

A **Hybrid Option** was also proposed as a recommended option. Lincoln could be fully closed when needed (perhaps based on passenger volume) but staged to re-open as the One-Way Option. This would allow for amenities and potential vending to be staged in the east bound lane for the whole season and not have to demobilize when the street is reopened. This provides more flexibility to accommodate moderate and high passenger count days. However, it comes with the pros and cons of both options when in place and would be more labor intensive than the One-Way Option alone.

A **Full Closure Modification** was also sketched to address accessibility for bank drive-thrus. The design below allows one-way traffic up Maksoutoff St., in part of the eastbound lane of Lincoln, and then directs traffic up the unnamed alley between 315 and 321 Lincoln. This would create proper vehicle alignment to utilize all three of the downtown bank drive-thrus, and it would also open the opportunity to add pull-in parking along Maksoutoff Street in the unused lane. However, the crossing from the eastbound lane to the westbound lane to access the alley is somewhat awkward.



The level of service analysis was then updated to include the two main recommended options along with a comparison matrix.

Pedestrians supported at each LOS

	Total pedestrian S.F. available	Pedestrians supported at each LOS					
		LOS A	LOS B	LOS C	LOS D	LOS E	LOS F
No closure – sidewalk space only	13,000	213	317	520	813	1,444	1,625
Full Closure Option	65,000	1,066	1,585	2,600	4,063	7,222	8,125
One-Way Option	39,000	639	951	1,560	2,438	4,333	4,875

Option Comparison Matrix

Factors		Full Closure Option		One-Way Option
Parking	✗	Highest impact on parking	✓	Moderate impact on parking
Convenience	✗	Highest impact on vehicular access to downtown retail and services	✓	Lesser impact on vehicular access to downtown retail and services
Pedestrian Safety	✓	Best separation of vehicles and pedestrians	✗	Some intermingling of vehicles and pedestrians
Visitor Experience	✓	Maximum pedestrian and amenity space	✗	Moderate pedestrian and amenity space
Logistics	✗	Very labor intensive for set-up and take down on a daily/weekly basis	✗	Needs most equipment for temporary medians/fencing
Flexibility	✓	Provides flexibility to be fully open in off-hours/days and change with passenger levels	✗	Has to stay in place season-long – too labor and storage intensive to demobilize regularly
Amenities/Vending	✗	No opportunity to permanently stage amenities/vending for season	✓	Opportunity to permanently stage amenities/vending for full season and offers off-hour enjoyment opportunities

✓ Comparative Advantage ✗ Comparative Disadvantage

After consideration of these options and hearing public comment, the Planning Commission voted 4-1 to recommend the Full Closure Option from 10am to 4pm on days with 3,000 or more cruise passengers with the stipulation that efforts to find downtown parking solutions be prioritized.

HARRIGAN CENTENNIAL HALL

Harrigan Centennial Hall (HCH) has long served as our main “hub” for cruise ship passengers given its proximity to Crescent Harbor (which was the main lightering facility when ships largely anchored offshore) and use as a visitor center. Since the development of SSCT, HCH has continued to serve as a hub for cruise passengers, shifting its function to become, in part, shuttle bus terminal. It’s downtown location, unique “loop” driveway design, space for vendors and visitor services, the co-location of the Sitka Public Library and Sitka History Museum, and large public restrooms make HCH a critical and inimitable facility to support cruise passenger visitation in Sitka. Therefore, careful consideration of use at this facility was necessary for this plan in order to achieve more efficient traffic flow in all of the downtown area, effective passenger dispersion, high quality visitor experience, and equitable access for tour operators/vendors of all sizes.

Formation of the traffic and staging plan for HCH is a result of feedback from public forums at the Planning Commission, review with the Ports and Harbors Commission, extensive observation and analysis from the HCH, Planning, and Public Works departments, and interviews with industry representatives.

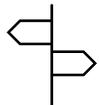
General Provisions and Principles:



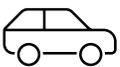
Safety: Safety is our number one priority. With the mass of people, and mix of vehicles (personal cars, taxis, tour vans and buses, etc.), we wanted any plan to minimize vehicle and pedestrian interaction.



Space optimization: While space is limited, it can be optimized by having proper staging and line formation. Therefore, our recommendations are based largely on making efficient use of space and identifying both vehicle space and corresponding queuing space. Heavy emphasis was placed on optimization of available public parking.



Simplicity/clarity: While some level of confusion is unavoidable with this number of visitors, emphasis was placed on solutions that made directions and staging both simple and clear.



Alleviating pressure on the parking lot: The HCH/Crescent Harbor parking lot is a high demand parking area given its proximity to the harbor and the downtown area. In our planning process, efforts have been made to maximize available parking in this lot.

Enabling Factors for Recommendations:



“Load and Go” Operations: Given the limited space and high demand, excessive parking/idling times need to be curbed.

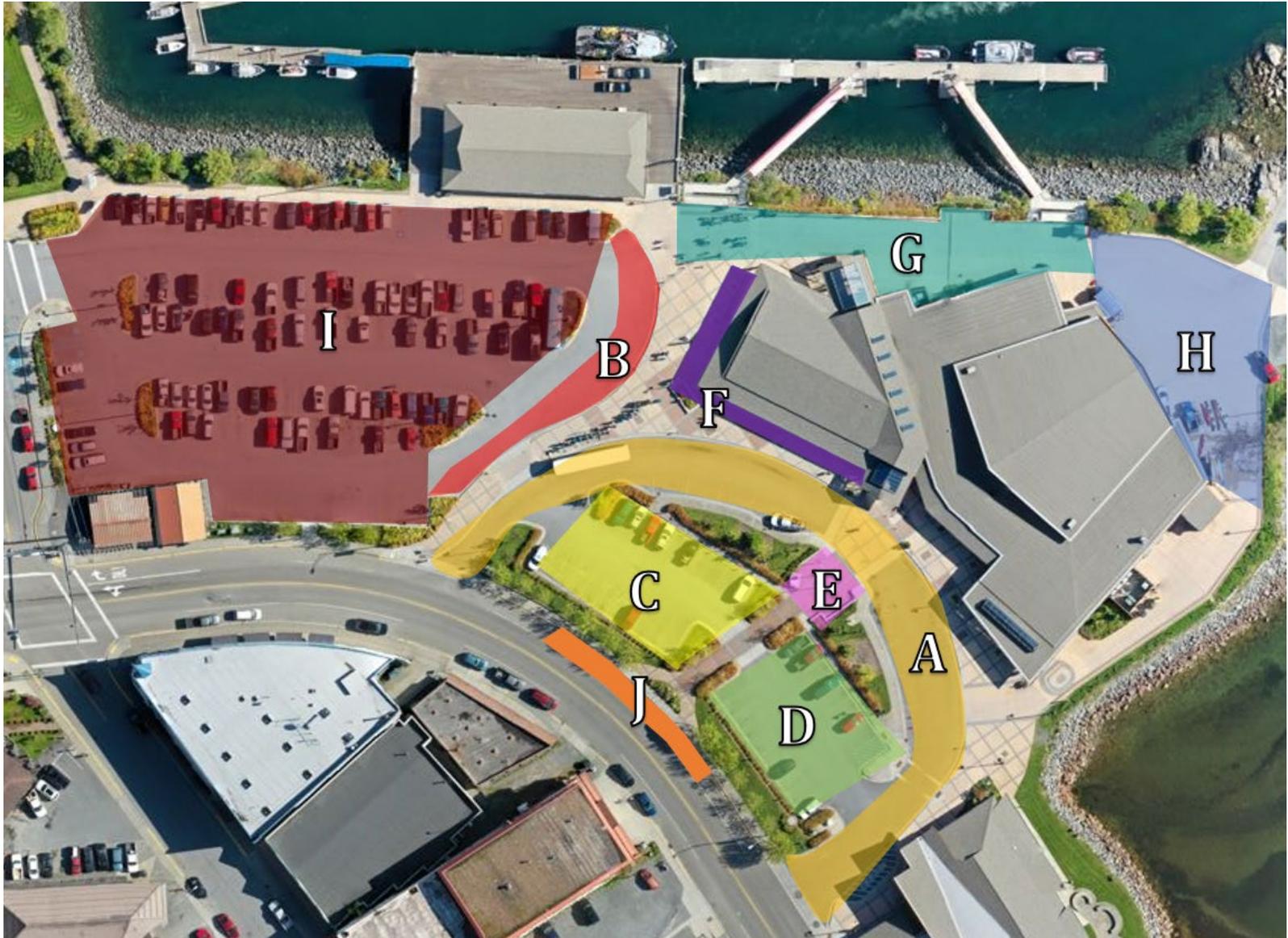


Permitting: In order to ensure more equitable and orderly access, a more structured permitting system will be needed for HCH summer operations. The details of that permitting structure should be included in “future planning needs”.



Vehicle Restrictions: In order to avoid pedestrian/vehicle conflict, some areas of the campus need to be restricted to pedestrian only use when cruise ships are in port. This largely affects the “tabletop” that connects Areas A and I, and the rear of the building. Further detail is provided below.

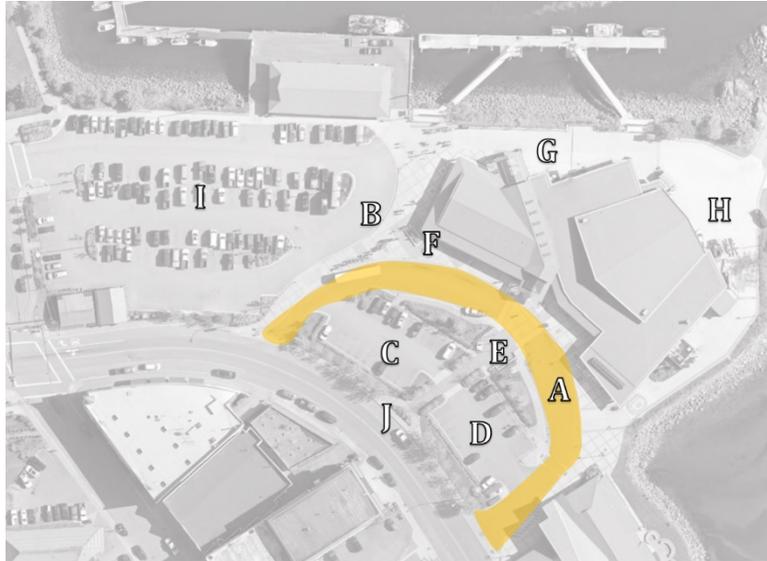
For ease of reference, Centennial was divided into different areas or zones with recommendations organized by each area:



Area A

- Option 1: Dedicated dock-to-downtown shuttle use: Loop dedicated to large shuttles that transport passengers in mass from the HPR dock to downtown. The outer part of this loop (opposite the building, adjacent to green spaces), can be used for setting up stanchions or other queuing methods to line up passengers waiting to get back on shuttles.

Option 1: Dedicate Area A to dock-to-downtown shuttle operations

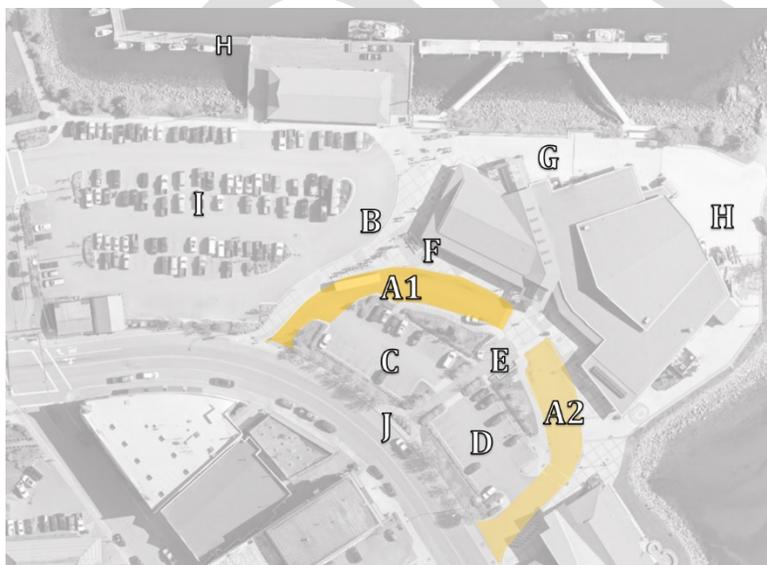


Pros: Maximizes space for high volume operation, prevents domino effects of bottlenecks/delays.

Cons: Redirects all other bus traffic to Area B, and lulls in shuttling demand underutilizes space.

- Option 2: Dock-to-downtown and large bus use: Utilize half of this area (the half closer to the Library labelled as Area A2 in the diagram below) for large tour buses and the other half for the large shuttle service. Given that most tours are wrapping up their drop-offs/pick-ups by mid-afternoon, the entire loop could be dedicated to shuttle services after a certain time (~3pm) to accommodate the evening, “last call” rush.

Option 2: Use Area A for both dock-to-downtown shuttles and large tour buses



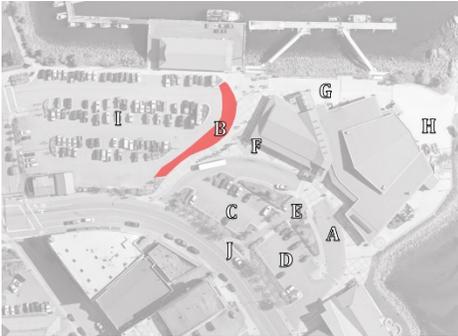
Pros: Fully utilizes space throughout the day. Decongests Area B and Area I.

Cons: Midday will have overlapping peaks in demand for shuttling and tour drop-offs or transfers, may become severely congested.

- Logistics: For either Option 1 or Option 2, the tabletop that connects the larger parking lot, I, to the large loop A will need to be closed to vehicular traffic. Passengers will unload on the sidewalk and be encouraged to stay on sidewalks to disperse towards the Seawalk, downtown, or to tour vendors/outfitters. Closure of this tabletop will better separate cars and pedestrians.

Area B

- Concept: This loop will be dedicated for van and bus tour operations. Vans and buses will enter the lot from Lincoln Street, loop around the Harbor Drive side of the lot, and then line up along the curb. Passengers will utilize plaza space between B & F for queuing. Vans and buses will also exit the parking lot via the Lincoln Street connection.
- Logistics: Parking (approximately 3-4 spaces) may need to be limited in the corner of Area I immediately adjacent to the Harbor Drive/Lincoln intersection so that buses can make the turn. With the tabletop closed, this will increase curb space for vans/buses. Queuing of passengers is critical to keep things organized and prevent vans/buses from idling for extended periods of time. This loop will likely require the most active management to keep efficient.

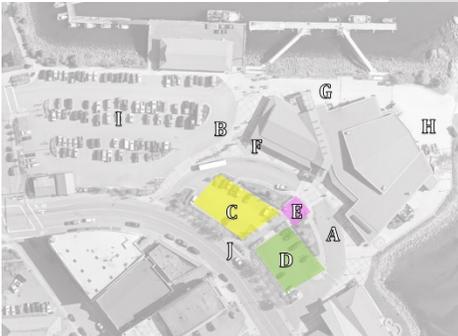


Pros: Decongests Area A and provides adequate space. Loading from sidewalk safer as opposed to outer loop of A. Many are turning right for SMC attractions; avoids intersection, roundabout, and SMC Road Project.

Cons: Will require active management to avoid long idle times. Depending on bus size utilizing loop, 3-4 parking spaces near intersection may need to be blocked on ship days.

Areas C, D, and E

- Concept: Largely unchanged for current parking lot use. Area C may be used for outfitter overflow depending on demand for Area H. Area E will be kept clear to aid in safe pedestrian crossing and queuing.

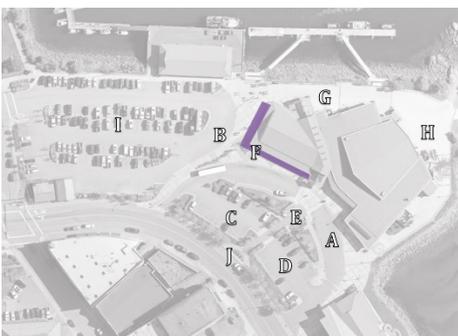


Pros: Preserves parking for HCH, Library, and downtown. Removes outfitting from Area I.

Cons: Some intermingling of vehicles and pedestrians still present by keeping these parking lots open. Adds traffic to the inlet and outlet of Area A.

Area F

- Concept: This area will continue to be used for tour vendors/operators to have signs and liaisons staged. Some vendors (primarily the youth vending tables) may continue to be staged in this area depending on the demand/pressure for space. Some passenger queuing space may be needed on the side of the museum, particularly in late afternoon.

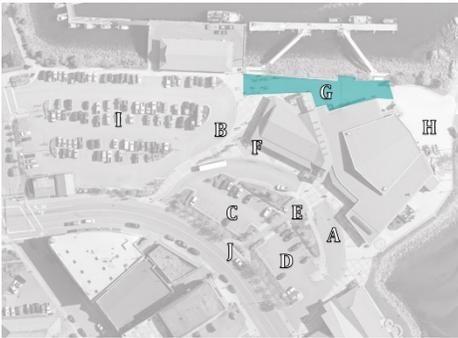


Pros: Provides weather protected space for people & signs. Halfway point between Area A2 and B (if Option 2 for Area A selected).

Cons: Can get congested when shuttles offload.

Area G

- **Concept:** This area's use is highly dependent on tendering, as security requirements for tendering may limit use of the area. Per the most current cruise schedule (subject to change), it is anticipated that we will have 31 days of one ship tendering, 11 days of two ships tendering, and 2 days of three ships tendering throughout the season. On non-tendering days or one ship tendering days, the portion of Area G closest to the I parking lot may be used for queuing space.
- **Logistics:** The bollards that block vehicle traffic located in G will be up when either ships are tendering to Crescent Harbor or on days that ships that shuttle passengers to HCH are in port. When tendering, vehicles cannot pass through this area for security reasons. When ships are not tendering, the plans for Area H will require bollards in G to be up.

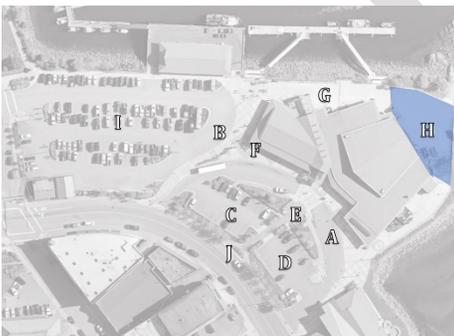


Pros: Dovetail security requirements and pedestrianization of Area H. Leaves O'Connell available for staging. Efficiency in Harbor Dept. support of tendering.

Cons: Restricts vehicular access to rear of building and launch ramp

Area H

- **Concept:** This area will be utilized for outfitters and as open plaza space. This will remove outfitters from Area I. If overflow space is needed (i.e., there is more demand for outfitting space than H can accommodate), Area C will be utilized, or potentially new area can be created adjacent to sidewalk on the Lincoln Street side of the Net Shed.
- **Logistics:** Vehicular access to this area needs to be restricted in order to prevent pedestrian/vehicle conflict. Given the blind corners around the back of the building, inattentive pedestrians looking at the view, and outfitters needing staging space, staff highly recommends limiting vehicular access when either ships are tendering into Crescent Harbor or when ships that shuttle passengers to HCH are in port. Staff will work to stage outfitters in such a way that the launch is accessible on non-ship days.

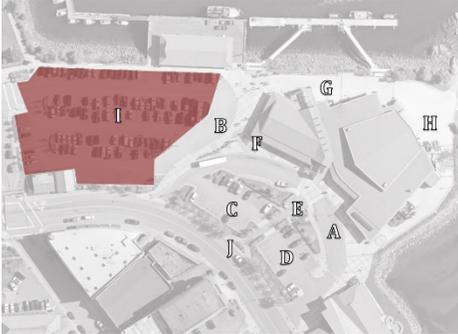


Pros: Reduces vehicle/pedestrian conflict in area with blind corners. Removes outfitters from Parking Area I. Launch can be utilized for kayaks, paddle boards, etc.

Cons: Restricts vehicular access to rear of building and launch ramp.

Area I

- Concept: Maximize public parking in this lot. Look for opportunities to expand vendor space and parking space.
- Logistics: It is possible that 3-4 spaces may need to be blocked on ship days so that the Area B concept can work. These could be turned into short-term parking (less than 24 hours) to make them available on non-ship days.

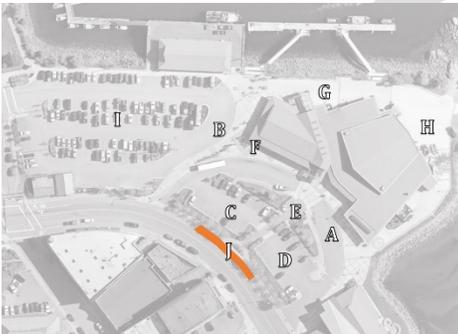


Pros: Parking is already pressured in this lot and will undoubtedly be exacerbated in the upcoming summer season. Concept maximizes available parking.

Cons: Those outfitting for vessel excursions will have a longer distance to walk with clients.

Area J

- Concept: Work with ADOT to dedicate curbside space for taxi bank. Include high visibility signage.
- Logistics: Some signage will be required to reserve the space as well as direct passengers to this area. If we are unable to secure this space from ADOT, back-up plans for taxis are under consideration in Areas B, C, or I.



Pros: Taxi's require more advertising/idle time; this concept creates dedicated space for taxi needs that does not impact areas requiring more active, "load and go" operations.

Cons: Will need to ensure visibility to direct potential customers. Permission from ADOT required as not a CBS ROW.

Other Overall Considerations

This influx of passengers will demand more support staff at HCH and for the Harbor Department, at least on a seasonal basis. Also, to disperse passengers throughout town, more attractions/excursions will be needed. However, this will place more pressure on space at HCH and at Crescent Harbor. New permitting structures may be needed to adequately manage the operational and financial demands this level of activity brings.

FINDINGS

1. Improvements to pedestrian safety will likely be needed along Halibut Point Road as more attractions and visitor-destinations are developed.
2. Careful consideration of detouring routes associated with the 2022 SMC Road Project will be needed in order to mitigate traffic delays.
3. As the Lake/Lincoln/Harbor intersection is critical for system-wide efficiency, any efforts to improve flow through this intersection should be prioritized.
4. Without a combination of dispersion efforts and changes to traffic patterns/management, Lincoln Street will be less safe and less enjoyable on large ship days.
5. Downtown parking is already strained; this pressure will be exacerbated by potential plans to make all or part of Lincoln Street pedestrian only on large ship days. All parking solutions from increased enforcement, additional parking, or Park and Ride systems should be considered.
6. Efficiency of traffic and people flow into and out of Harrigan Centennial Hall is key to system-wide efficiency. Increased vehicular traffic in the area necessitates more pedestrian safety measures than in the past.

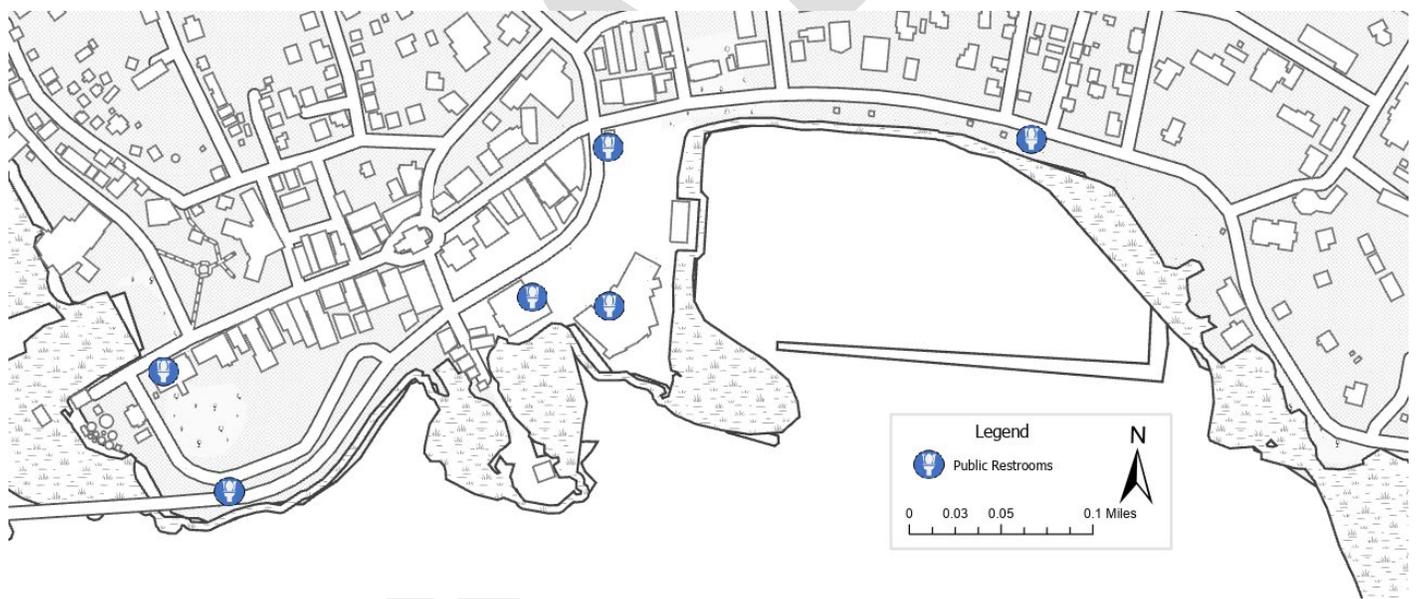
RECOMMENDATIONS

1. CBS and ADOT Collaboration
 - a. Request that ADOT complete a traffic study of Sitka to support the following:
 - i. Pedestrian safety improvements along HPR
 - ii. Changes/optimization at the Lake/Lincoln/Harbor Drive intersection
 - iii. Improvements needed system-wide
 - b. CBS should seek approval from ADOT for:
 - i. Redesign of traffic flow/timing through the Lake/Lincoln/Harbor Drive and Airport Road/Harbor Drive intersections either by way of signal improvements or use of a traffic conductor
 - ii. Dedication of "Area J" in front of Centennial Hall as a taxi bank for the summer season
2. Adopt a street-closure plan for Lincoln Street to promote pedestrian safety and downtown experience. Where possible, mitigate adverse parking impacts and alleviate accessibility challenges for core community services.
3. Adopt the traffic and staging plan for Harrigan Centennial Hall, and prioritize permit restructuring to support this new level of activity.

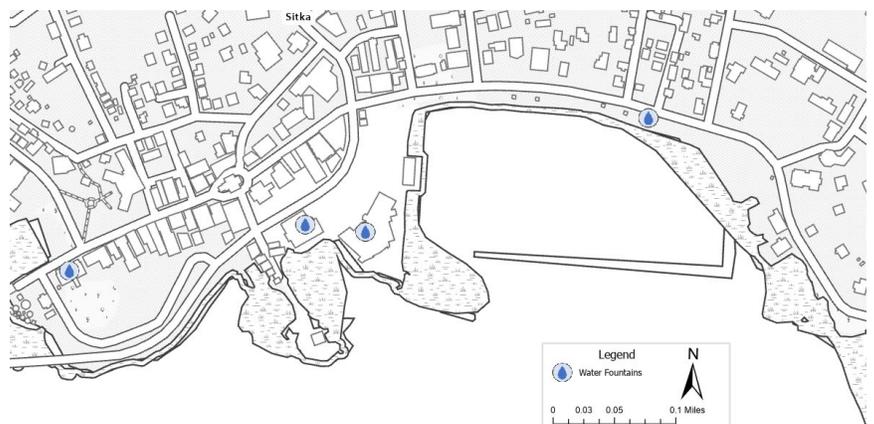
V. INFRASTRUCTURE AND FUTURE PLANNING NEEDS

DIRECT USE INFRASTRUCTURE

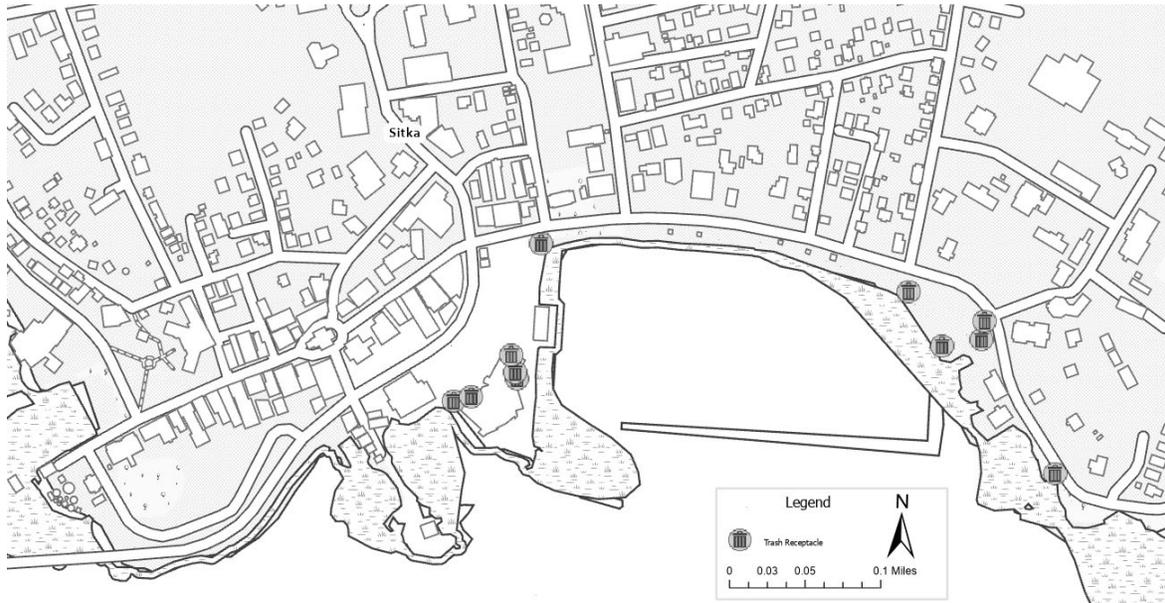
Bathrooms: In the downtown area, there are public restroom facilities located at the O’Connell Bridge dock, City Hall, the Lake/Lincoln/Harbor Drive intersection, the Library, Centennial Hall, and Crescent Harbor. Restrooms frequently came up as a top infrastructure concern throughout the planning process. In the long term, development of additional or expanded restroom facilities will likely be needed to support growing cruise tourism numbers. In the short-term, the two most feasible solutions are to bring in temporary restroom facilities and/or incentivizing downtown businesses, churches, or other entities to open their restrooms to the public. Temporary restroom facilities could be located within Crescent Park to supplement existing facilities and fill gaps along the Seawalk. Other suggested areas for placement of temporary restroom facilities included Totem Square and along Lincoln Street (Lake to Katlian) if possible with street-closure.



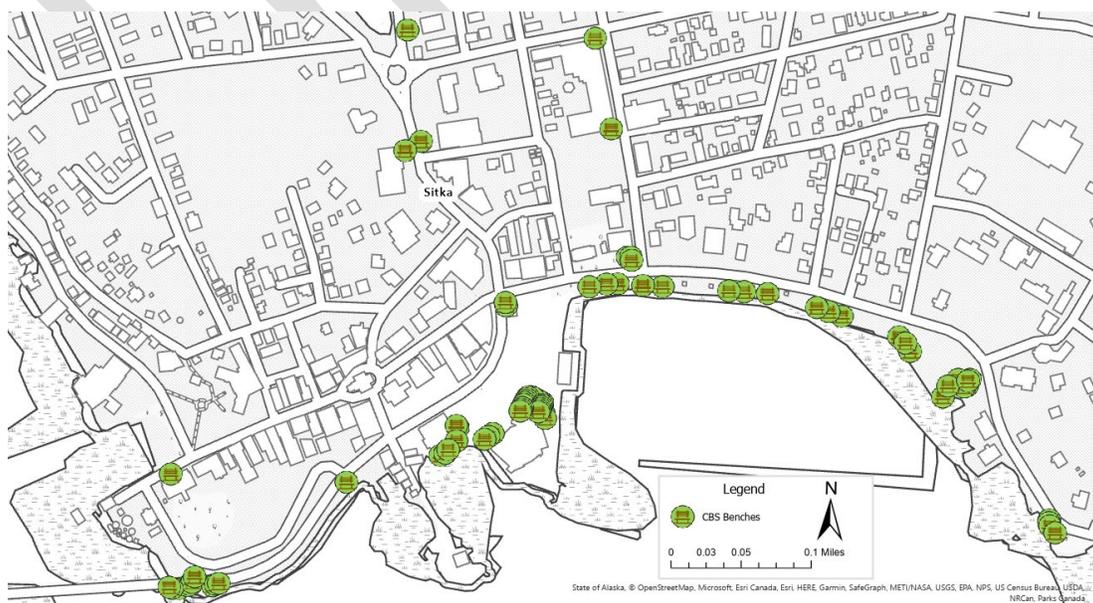
Water stations: Water fountains are available at Crescent Park, City Hall, Centennial Hall, and the Library, with the latter three locations also including water bottle filling stations. Installation of additional water stations will be most feasible if co-located on/in public buildings already served by water, wastewater, and power.



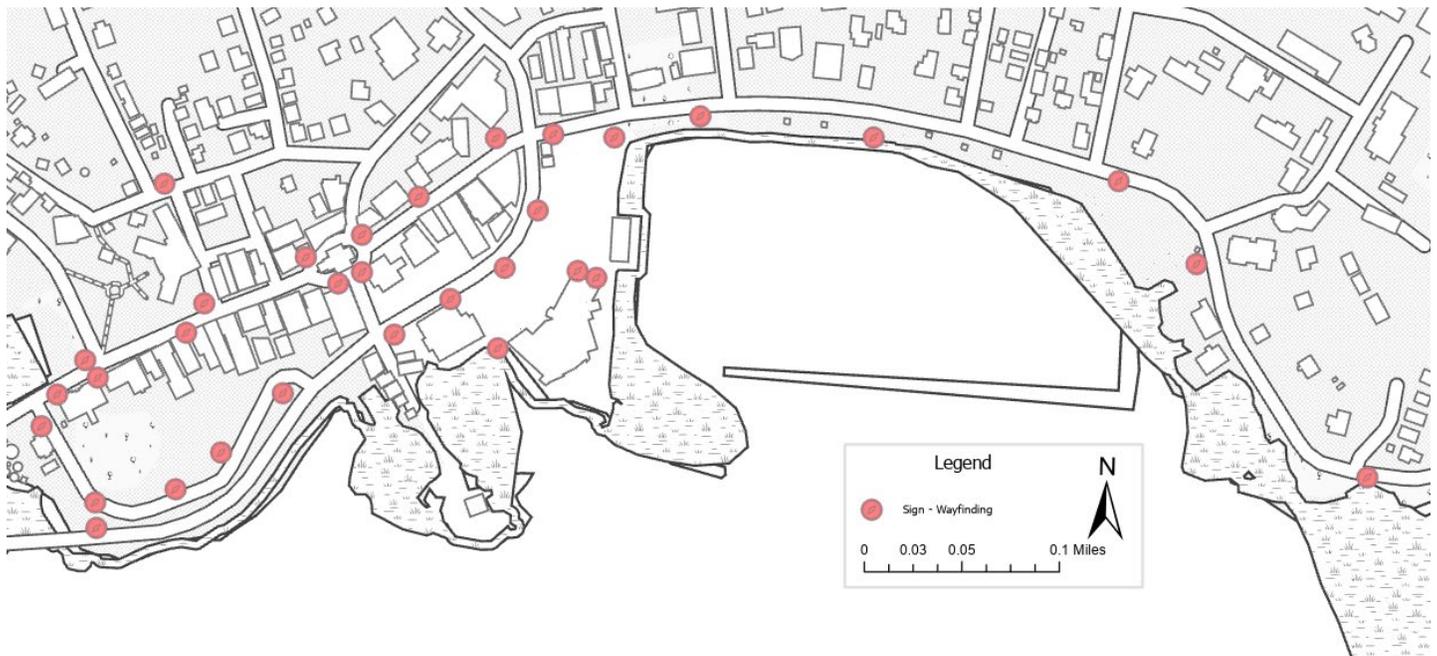
Solid Waste: Additional trash cans will be needed in the downtown area, as will more regular service to collect and dispose of solid waste. If more recycling is to be encouraged, recycling receptacles and scheduled pick-up will be needed.



Benches: There are approximately 70 CBS owned benches in the downtown area, spanning from the O’Connell Bridge dock to the end of the Seawalk. Addressing additional seating/rest area needs could be accomplished through Lincoln Street plans. The Full Closure Option could create space for downtown businesses/entities to place more benches proximate to their buildings, as sidewalk space will not be as scarce. However, this would require movement of benches/seating when the street is reopened. The One-Way Option, or Hybrid Option, could enable more permanent staging of these fixtures for the summer season. Additionally, the approximately 275-foot-long wall and poured concrete bench along the Pioneer Home campus on Lincoln Street could be used more comfortably for seating if additional walking space were available. In the One-Way Option, more CBS benches could be stationed along sidewalks or in the unused driving/parking lanes.



Signage/Wayfinding: Accessible and clear wayfinding signs are essential to ensure visitor enjoyment of all Sitka has to offer. There are approximately 60 wayfinding signs throughout Sitka, with 32 signs located in the downtown area. All signs display a map that provides the locations of amenities and attractions and indicates the viewer’s location with a “You Are Here” symbol. Increased effort should be made to educate visitors of the wayfinding tools available. This could be accomplished by a large wayfinding map at passenger hubs that is consistent in design with existing wayfinding.



Example Wayfinding Sign



O’Connell Bridge Dock Wayfinding Sign



INDIRECT-USE INFRASTRUCTURE & RESOURCES

The impacts to indirect-use infrastructure and resources requires a more specialized/in-depth study that the scope of this plan did not entail, but recognition of those impacts as well as plans to address them in the future were important outcomes of this plan. Significant public comment was received expressing concern about these difficult-to-quantify impacts.

Impacted CBS infrastructure includes roads, water and wastewater systems, solid waste disposal, trails, and facilities regularly used by cruise passengers (HCH, Library, restrooms, etc.). At this time, it is anticipated that our infrastructure will be able to handle increased visitor-use based on the capacity/design of these systems. The biggest unknown is the extent of additional “wear and tear” resulting from increased cruise passenger use.

Identified community-wide infrastructure and resources that are impacted by cruise visitation include housing, telecommunications, environment, and the workforce.

FUTURE PLANNING NEEDS

Given the identified needs and impacts, three future planning areas were outlined:

1. **Impact Study:** A comprehensive impact study should be commissioned to understand the impacts of cruise visitation (particularly in the context of rising forecasted passenger volumes) on CBS infrastructure and community infrastructure/resources. A main deliverable of this study should be opportunities to utilize CPET funds for offsetting identified impacts in an objective, formulaic manner.
2. **Traffic Study:** CBS should request that ADOT perform a system-wide traffic study, and that it be performed during the summer months in order to capture peak use data. This will be critical data to support ADOT improvements in the future and can also be utilized by CBS in support of planning and grant application efforts. The Planning Commission voted 5-0 to support an Assembly request of ADOT to conduct this study as soon as possible.
3. **Permitting Strategy:** Across the board, CBS permitting procedures are disparate across departments, complex, and underdeveloped. Tourism adds pressure to permitting needs including transportation, vending, parking, and guiding services. Harrigan requires the most immediate attention, but all permitting would benefit from a comprehensive review/strategy.

FINDINGS

1. Direct-use infrastructure will face significantly higher use and reliance than in previous years. Additional support services to maintain their use will also be required.
2. Keeping up with street maintenance and striping is important to encourage compliance with traffic patterns.
3. Improved cell and internet services are needed to accommodate higher visitor numbers in the summer.

4. While not yet quantifiable, it is recognized that increased cruise passenger visitation will have an impact on CBS infrastructure such as roads, water and wastewater services, solid waste management, trails, and other facilities. Also, community-wide infrastructure and resources such as the workforce, housing, the environment, and telecommunications will be impacted.
5. Though the scope of this plan was focused on the near-term, considerable community input was received during the planning process expressing interest in long-term planning related to the visitor industry.

RECOMMENDATIONS

1. Health and Sanitation
 - a. Near-term Solutions
 - i. Utilization of temporary restroom facilities in the downtown area.
 - ii. Incentives for private property owners in the downtown area to open their restrooms to the public.
 - iii. Adding water stations to existing public restroom facilities.
 - iv. Increased trash cans are needed downtown, particularly on Lincoln Street (from Lake to Katlian). More regular trash collection and disposal will be needed.
 - v. If recycling is to be encouraged, new receptacles will be needed along with a new service for pick-up/sorting/disposal.
 - b. Long-term Solutions: Additional permanent restrooms should be considered. Key areas lacking coverage are the western end Lincoln Street (between Lake Street and Katlian Avenue), and the eastern end of Lincoln Street (past Jeff Davis Street) including the Community Playground. Additional restroom facilities should also be considered along the Seawalk. All new permanent restroom facilities should include water stations where feasible.
2. Visitor Amenities & Experience
 - a. Sitka's wayfinding program is well developed in terms of consistent branding/visual cues and distribution throughout the community, particularly in the downtown area. Some additional wayfinding signs could be added by making more installations two-sided. Continued support for Visit Sitka is needed to keep wayfinding maps up-to-date and grow visitor awareness.
 - b. An additional, large-scale wayfinding sign should be considered at Harrigan Centennial Hall. An update to the large-scale sign at the O'Connell Bridge Dock should also be considered.
 - c. The ability to place more benches along Lincoln Street (Lake to Katlian) will be determined by the final closure plan. Where possible, downtown businesses/entities should be encouraged to provide seating.
3. Opportunities to support the growth of necessary broadband capabilities will greatly improve communications and commerce systems. Where possible, CBS should work with the telecommunications industry and Tribal entities to expand Sitka's telecommunication capacity.
4. The future planning needs identified were an impact study, a traffic study, and a comprehensive permitting review/overhaul. These efforts should be prioritized in the coming years as cruise passenger projections continue to grow.

VI. ACTION COMPILATION

Plan Section	Action	Action Type	Timeframe*	Budget Estimate
Traffic	Seek ADOT approval for use of "Area J" adjacent to HCH as a taxi bank during the summer season	Collaboration	2Q/3Q	None Anticipated
Traffic	Seek ADOT approval for the use of traffic conductors at Lake/Lincoln/Harbor intersection and the Airport/Harbor Intersection or other traffic control measures to increase intersection efficiency	Collaboration	2Q/3Q	None Anticipated
Traffic	Seek ADOT approval for pedestrian all-cross system	Collaboration	2Q/3Q	None Anticipated
Traffic	Adopt a street closure plan for Lincoln Street for the summer of 2022	Policy Direction	3Q	None Anticipated
Traffic	Adopt the HCH traffic and staging plan	Policy Direction	3Q	None Anticipated
Traffic	Revise permit structure at HCH to account for change in activity level and new traffic and staging plan	Operational	3Q	In Progress
Traffic	For Lincoln Street Full Closure Option, contract management of daily closures/reopening	New Service	3Q	In Progress
Traffic	For Lincoln Street One-Way Option, purchase temporary median equipment	Equipment	3Q	In Progress
Traffic	Purchase ATV ambulance to serve SSCT and adventure park development at 4951 HPR	Equipment	3Q	In Progress
Future Planning	Schedule retrospective review for Assembly and Planning Commission in October	Policy Direction	3Q	None Anticipated
Dispersion	Implementation of a looping shuttle system for the downtown area	New service	3Q/4Q	In Progress
Transportation	Encourage and incentivize bicycling and walking as a means of commuting to decrease pressure on downtown parking	New service	3Q/4Q	In Progress
Transportation	Beautification along HPR/Swan Lake corridor and roundabout	New service	3Q/4Q	In Progress
Transportation	Purchase/install additional bike racks and/or bike shelters in the downtown area	Equipment	3Q/4Q	In Progress

Traffic	Implementation of a Park and Ride system for downtown works and residents accessing downtown. Look for opportunities to pair with looping shuttle system.	New service	3Q/4Q	In Progress
Traffic	Hire traffic conductors to control intersections at Lake/Lincoln/Harbor and Airport/Harbor	New service	3Q/4Q	In Progress
Traffic	Hire crossing guards to assist with pedestrian crossings in the downtown area	New service	3Q/4Q	In Progress
Traffic	Increase parking enforcement	New service	3Q/4Q	In Progress
Traffic	Purchase temporary shelter/rain cover for use at HCH	Equipment	3Q/4Q	In Progress
Infrastructure	Purchase and/or contract temporary restroom facilities for the downtown area	New service	3Q/4Q	In Progress
Infrastructure	Incentivize use of private bathrooms for public use	New service	3Q/4Q	In Progress
Infrastructure	Contract services for solid waste management	New service	3Q/4Q	In Progress
Infrastructure	Add water stations to existing public restroom facilities	Equipment	3Q/4Q	In Progress
Infrastructure	Increase trashcans in the downtown area	Equipment	3Q/4Q	In Progress
Infrastructure	Add additional benches on Lincoln Street (Lake to Katlian) subject to closure plan	Equipment	3Q/4Q	In Progress
Infrastructure	Commission/update large scale signage for HCH and O'Connell Bridge Dock	Equipment	3Q/4Q	In Progress
Infrastructure	Add additional "Visit Sitka" branded wayfinding signs in the downtown area	Equipment	3Q/4Q	In Progress
Infrastructure	Improve public Wi-Fi access at HCH and Library	Equipment	3Q/4Q	In Progress
Dispersion	Development of a digital wayfinding system	New service	ONGOING/LT	Future Decision/Estimating
Dispersion	Encourage tour operators and small-scale transportation providers to utilize alternative drop-off points where possible	Policy Direction	ONGOING/LT	Future Decision/Estimating
Dispersion	Encouraging growth of the attractions and excursions market	Policy Direction	ONGOING/LT	Future Decision/Estimating

Transportation	Encourage alternative transportation modes such as public transit and carpooling	Policy Direction	ONGOING/LT	Future Decision/Estimating
Transportation	Incentives for bus fleet electrification	Policy Direction	ONGOING/LT	Future Decision/Estimating
Traffic	Seek ways to expand vendor and outfitting space at HCH	Construction	ONGOING/LT	Future Decision/Estimating
Traffic	Encourage downtown property owners to expand parking availability	Policy Direction	ONGOING/LT	Future Decision/Estimating
Infrastructure	Construct additional, permanent restroom facilities in the downtown area	Construction	ONGOING/LT	Future Decision/Estimating
Infrastructure	Construct additional parking in the downtown area	Construction	ONGOING/LT	Future Decision/Estimating
Infrastructure	Seek opportunities to expand broadband capability	Collaboration	ONGOING/LT	Future Decision/Estimating
Future Planning	Commission a system-wide impact study to quantify impacts to CBS infrastructure, housing, workforce development needs, the environment, and telecommunications.	Policy Direction	ONGOING/LT	Future Decision/Estimating
Future Planning	Request that ADOT complete a traffic study for Sitka	Collaboration	ONGOING/LT	Future Decision/Estimating
Future Planning	Commission a comprehensive overhaul of CBS permitting systems and processes	Policy Direction	ONGOING/LT	Future Decision/Estimating

*CBS fiscal year starts July 1 each year. Quarters are stated as part of the current fiscal year, FY22.

- FY22 2Q: October 2021 – December 2021
- FY22 3Q: January 2022 – March 2022
- FY22 4Q: April 2022 – June 2022
- Ongoing/LT: Ongoing or Long-term action, timeline undefined

APPENDIX DOCUMENTS

- 2022 Sitka Cruise Calendar provided by Cruise Line Agencies of Alaska on November 29, 2021
- Sidewalk Level of Service Classification from the Journal of Engineering Research and Studies
- Planning Commission minutes for plan-related meetings

0 passengers
 1-999 passengers
 1000 - 2999 passengers
 3000 - 5999 passengers
 6000 - 8000+ passengers

Cruise Line Agencies of Alaska Cruise Ship Calendar for 2022

FOR PORT(S) = SIT AND SHIP(S) = ALL AND VOYAGES = ALL

Sunday, April 24	Monday, April 25	Tuesday, April 26	Wednesday, April 27	Thursday, April 28 SIT SEVEN SEAS MARINER 09:00 '18:00	Friday, April 29	Saturday, April 30
0	0	0	0	700	0	0
Sunday, May 1	Monday, May 2 SIT RADIANCE OF THE SEA 08:00 '17:00	Tuesday, May 3 SIT SERENADE OF THE SEA 08:00 '17:00	Wednesday, May 4 SIT EURODAM 08:00 '17:00	Thursday, May 5	Friday, May 6 SIT VIKING ORION	Saturday, May 7 SIT ROYAL PRINCESS 07:00 '17:00 SIT OVATION OF SEAS 09:00 '17:00
0	2100	2100	2100	0	930	7740
Sunday, May 8	Monday, May 9 SIT RADIANCE OF THE SEA 08:00 '17:00 SIT NORWEGIAN BLISS	Tuesday, May 10	Wednesday, May 11 SIT EURODAM 08:00 '17:00	Thursday, May 12 SIT WESTERDAM 08:00 '16:00 SIT QUANTUM OF THE SEA 08:00 '17:00	Friday, May 13 SIT NORWEGIAN SUN 08:00 '17:00	Saturday, May 14 SIT NG SEA LION SIT NG VENTURE 06:00 '18:00 SIT SEVEN SEAS MARINER 08:00 '17:00
0	6274	0	2100	6028	2002	670
Sunday, May 15 SIT NG QUEST 06:00 '18:00	Monday, May 16 SIT NORWEGIAN BLISS	Tuesday, May 17 SIT OCEAN VICTORY 06:00 '17:00 SIT OVATION OF SEAS 08:00 '17:00 SIT ECLIPSE 11:00 '20:30	Wednesday, May 18 SIT EURODAM 08:00 '17:00	Thursday, May 19 SIT NG SEA BIRD 06:00 '18:00 SIT WESTERDAM 08:00 '16:00 SIT REGATTA 13:00 '21:00	Friday, May 20 SIT SERENADE OF THE SEA 06:00 '14:00 SIT VIKING ORION 08:00 '16:00	Saturday, May 21
100	4174	7230	2100	2618	3030	0
Sunday, May 22	Monday, May 23 SIT RADIANCE OF THE SEA 08:00 '17:00 SIT SILVER MUSE 08:30 '17:00 SIT NORWEGIAN BLISS	Tuesday, May 24 SIT SERENADE OF THE SEA 09:00 '18:00	Wednesday, May 25 SIT EURODAM 08:00 '17:00 SIT QUANTUM OF THE SEA 09:30 '18:00	Thursday, May 26 SIT VIKING ORION 08:00 '16:00 SIT WESTERDAM 08:00 '16:00	Friday, May 27 SIT SEVEN SEAS MARINER 08:00 '18:00	Saturday, May 28 SIT NG VENTURE 06:00 '18:00 SIT ROALD AMUNDSEN 08:00 '16:00
0	6870	2100	6280	2778	700	630
Sunday, May 29 SIT NG QUEST 06:00 '18:00	Monday, May 30 SIT SEABOURN ODYSSEY 08:00 '17:00 SIT SYLVIA EARLE 17:00 SIT NORWEGIAN BLISS	Tuesday, May 31 SIT SYLVIA EARLE 18:00 SIT REGATTA 07:00 '16:00 SIT OVATION OF SEAS 08:00 '17:00 SIT SILVER MUSE 08:30 '17:00 SIT ECLIPSE	Wednesday, June 1 SIT EURODAM 08:00 '17:00	Thursday, June 2 SIT WESTERDAM 08:00 '16:00 SIT NORWEGIAN SUN 10:00 '20:00	Friday, June 3 SIT NG SEA LION SIT SERENADE OF THE SEA 06:30 '14:00 SIT CARNIVAL MIRACLE 10:00 '18:00	Saturday, June 4
100	4754	8456	2100	3850	4294	0
Sunday, June 5 SIT OVATION OF SEAS 09:00 '17:00	Monday, June 6 SIT SILVER MUSE 08:30 '17:00 SIT NORWEGIAN BLISS	Tuesday, June 7 SIT OCEAN VICTORY 06:00 '17:00 SIT REGATTA 07:00 '16:00 SIT RADIANCE OF THE SEA 08:00 '17:00 SIT SERENADE OF THE SEAS SIT ROALD AMUNDSEN 09:00 '18:00 SIT SERENADE OF THE SEA 09:00 '18:00	Wednesday, June 8 SIT NG SEA BIRD 06:00 '18:00 SIT VIKING ORION 07:00 '16:00 SIT EURODAM 08:00 '17:00 SIT STAR BREEZE 08:00 '17:00	Thursday, June 9 SIT WESTERDAM 08:00 '16:00 SIT QUANTUM OF THE SEA 08:00 '17:00	Friday, June 10 SIT QUEEN ELIZABETH 07:00 '17:00 SIT SEVEN SEAS MARINER 08:00 '18:00	Saturday, June 11 SIT NG VENTURE 06:00 '18:00
4180	4770	5630	3412	6028	2792	100
Sunday, June 12 SIT NG QUEST 06:00 '18:00	Monday, June 13 SIT SILVER SHADOW 08:30 '17:00 SIT CARNIVAL MIRACLE 10:00 '18:00 SIT NORWEGIAN BLISS	Tuesday, June 14 SIT REGATTA 07:00 '16:00 SIT SERENADE OF THE SEA 08:00 '17:00 SIT SEABOURN ODYSSEY 08:00 '17:00 SIT SILVER MUSE 08:30 '17:00 SIT STAR BREEZE 09:00 '16:00	Wednesday, June 15 SIT VIKING ORION 08:00 '16:00 SIT EURODAM 08:00 '17:00	Thursday, June 16 SIT WESTERDAM 08:00 '16:00	Friday, June 17	Saturday, June 18
100	6680	4158	3030	1848	0	0
Sunday, June 19	Monday, June 20 SIT QUEEN ELIZABETH 08:00 '17:00 SIT SILVER MUSE 08:30 '17:00 SIT NORWEGIAN BLISS	Tuesday, June 21 SIT ROALD AMUNDSEN 08:00 '16:00 SIT RADIANCE OF THE SEA 08:00 '17:00 SIT SILVER SHADOW 08:30 '17:00 SIT SERENADE OF THE SEA 09:00 '17:00	Wednesday, June 22 SIT EURODAM 08:00 '17:00 SIT QUANTUM OF THE SEA 09:30 '18:00	Thursday, June 23 SIT NG SEA LION SIT WESTERDAM 08:00 '16:00 SIT NORWEGIAN SUN 10:00 '20:00	Friday, June 24 SIT REGATTA 07:00 '16:00 SIT SEABOURN ODYSSEY 08:00 '17:00 SIT SEVEN SEAS MARINER 08:00 '18:00	Saturday, June 25 SIT NG VENTURE 06:00 '18:00
0	6862	5112	6280	3920	1850	100
Sunday, June 26 SIT NG QUEST 06:00 '18:00	Monday, June 27 SIT STAR BREEZE 08:00 '16:00 SIT SILVER SHADOW 08:30 '17:00 SIT NORWEGIAN BLISS	Tuesday, June 28 SIT OCEAN VICTORY 06:00 '17:00 SIT NG SEA BIRD 06:00 '18:00 SIT SERENADE OF THE SEA 08:00 '17:00 SIT QUEEN ELIZABETH 08:00 '17:00 SIT SILVER MUSE 08:30 '17:00	Wednesday, June 29 SIT VIKING ORION 08:00 '16:00 SIT EURODAM 08:00 '17:00	Thursday, June 30 SIT WESTERDAM 08:00 '16:00	Friday, July 1 SIT ROALD AMUNDSEN 09:00 '18:00	Saturday, July 2 SIT CRYSTAL SERENITY 09:00 '17:00
100	4868	5058	3030	1848	530	1080
Sunday, July 3 SIT OVATION OF SEAS 09:00 '17:00	Monday, July 4 SIT REGATTA 07:00 '16:00 SIT SEABOURN ODYSSEY 08:00 '17:00 SIT SILVER MUSE 08:30 '17:00 SIT NORWEGIAN BLISS	Tuesday, July 5 SIT VIKING ORION 08:00 '16:00 SIT RADIANCE OF THE SEA 08:00 '17:00 SIT SILVER SHADOW 08:30 '17:00 SIT SERENADE OF THE SEA 09:00 '18:00	Wednesday, July 6 SIT EURODAM 08:00 '17:00 SIT STAR BREEZE 09:00 '16:00	Thursday, July 7 SIT WESTERDAM 08:00 '16:00 SIT QUANTUM OF THE SEA 08:00 '17:00	Friday, July 8 SIT SEVEN SEAS MARINER 08:00 '18:00	Saturday, July 9 SIT NG VENTURE 06:00 '18:00
4180	3920	5512	2412	6028	700	100
Sunday, July 10 SIT NG QUEST 06:00 '18:00	Monday, July 11 SIT ROALD AMUNDSEN 08:00 '16:00 SIT SILVER SHADOW 08:30 '17:00 SIT NORWEGIAN SUN 09:00 '17:00 SIT NORWEGIAN BLISS	Tuesday, July 12 SIT OVATION OF SEAS 08:00 '17:00 SIT SILVER MUSE 08:30 '17:00 SIT REGATTA 09:30 '17:30 SIT ECLIPSE 11:00 '20:30	Wednesday, July 13 SIT NG SEA LION SIT EURODAM 08:00 '17:00 SIT QUEEN ELIZABETH 12:00 '19:00	Thursday, July 14 SIT CRYSTAL SERENITY 07:00 '18:00 SIT WESTERDAM 08:00 '16:00	Friday, July 15 SIT SERENADE OF THE SEA 06:00 '14:00	Saturday, July 16
100	7088	8326	4362	2928	2100	0

Sunday, July 17 SIT SAPPHIRE PRINCESS 2600	Monday, July 18 SIT NG SEA BIRD 06:00 '18:00 SIT SEABOURN ODYSSEY 08:00 '17:00 SIT SILVER MUSE 08:30 '17:00 SIT REGATTA 09:00 '19:00 SIT STAR BREEZE 13:00 '19:00 SIT NORWEGIAN BLISS 6002	Tuesday, July 19 SIT OCEAN VICTORY 06:00 '17:00 SIT VIKING ORION 08:00 '16:00 SIT RADIANCE OF THE SEA 08:00 '17:00 SIT SILVER SHADOW 08:30 '17:00 SIT SERENADE OF THE SEA 09:00 '17:00 5712	Wednesday, July 20 SIT EURODAM 08:00 '17:00 SIT VIKING ORION 08:00 '16:00 SIT RADIANCE OF THE SEA 09:30 '18:00 SIT NORWEGIAN SPIRIT 10:00 '20:00 8757	Thursday, July 21 SIT WESTERDAM 08:00 '16:00 SIT CRYSTAL SERENITY 12:00 '18:00 2928	Friday, July 22 SIT SEVEN SEAS MARINER 08:00 '18:00 700	Saturday, July 23 SIT NG VENTURE 06:00 '18:00 100
Sunday, July 24 SIT NG QUEST 06:00 '18:00 SIT STAR BREEZE 07:00 '13:00 412	Monday, July 25 SIT VIKING ORION 08:00 '16:00 SIT SILVER SHADOW 08:30 '17:00 SIT NORWEGIAN BLISS 5486	Tuesday, July 26 SIT SERENADE OF THE SEA 08:00 '17:00 SIT SILVER MUSE 08:30 '17:00 SIT ECLIPSE 11:00 '20:30 5546	Wednesday, July 27 SIT EURODAM 08:00 '17:00 2100	Thursday, July 28 SIT WESTERDAM 08:00 '16:00 1848	Friday, July 29 SIT REGATTA 08:00 '16:00 SIT NORWEGIAN SPIRIT 10:00 '20:00 3177	Saturday, July 30 0
Sunday, July 31 SIT SAPPHIRE PRINCESS OVATION OF SEAS 09:00 '17:00 6780	Monday, August 1 SIT SEABOURN ODYSSEY 08:00 '17:00 SIT SILVER MUSE 08:30 '17:00 SIT NORWEGIAN BLISS 5220	Tuesday, August 2 SIT NG SEALION RADIANCE OF THE SEA 08:00 '17:00 SIT SILVER SHADOW 08:30 '17:00 SIT SERENADE OF THE SEA 09:00 '18:00 4652	Wednesday, August 3 SIT CRYSTAL SERENITY 08:00 '17:00 SIT EURODAM 08:00 '17:00 3180	Thursday, August 4 SIT WESTERDAM 08:00 '16:00 SIT QUANTUM OF THE SEA 08:00 '17:00 SIT ROALD AMUNDSEN 13:00 '21:00 6558	Friday, August 5 SIT STAR BREEZE 08:00 '17:00 SIT SEVEN SEAS MARINER 08:00 '18:00 SIT REGATTA 09:30 '17:30 1712	Saturday, August 6 SIT NG VENTURE 06:00 '18:00 100
Sunday, August 7 SIT NG QUEST 06:00 '18:00 SIT NG SEA BIRD 06:00 '18:00 SIT NORWEGIAN SPIRIT 10:00 '20:00 2647	Monday, August 8 SIT VIKING ORION 08:00 '16:00 SIT SILVER SHADOW 08:30 '17:00 SIT NORWEGIAN BLISS 5486	Tuesday, August 9 SIT OCEAN VICTORY 06:00 '17:00 SIT OVATION OF SEAS 08:00 '17:00 SIT SILVER MUSE 08:30 '17:00 SIT ECLIPSE 11:00 '20:30 7826	Wednesday, August 10 SIT EURODAM 08:00 '17:00 2100	Thursday, August 11 SIT WESTERDAM 08:00 '16:00 SIT STAR BREEZE 09:00 '16:00 2160	Friday, August 12 SIT SERENADE OF THE SEA 06:00 '14:00 SIT ROALD AMUNDSEN 08:00 '16:00 2630	Saturday, August 13 0
Sunday, August 14 SIT VIKING ORION 08:00 '16:00 930	Monday, August 15 SIT REGATTA 08:00 '16:00 SIT SEABOURN ODYSSEY 08:00 '17:00 SIT SILVER MUSE 08:30 '17:00 SIT NORWEGIAN BLISS 5920	Tuesday, August 16 SIT RADIANCE OF THE SEA 08:00 '17:00 SIT SILVER SHADOW 08:30 '17:00 SIT SERENADE OF THE SEA 09:00 '17:00 4582	Wednesday, August 17 SIT EURODAM 08:00 '17:00 SIT QUANTUM OF THE SEA 09:30 '18:00 SIT NORWEGIAN SPIRIT 10:00 '20:00 8757	Thursday, August 18 SIT WESTERDAM 08:00 '16:00 1848	Friday, August 19 SIT SEVEN SEAS MARINER 08:00 '18:00 700	Saturday, August 20 SIT NG VENTURE 06:00 '18:00 100
Sunday, August 21 SIT NG QUEST 06:00 '18:00 SIT SAPPHIRE PRINCESS 2700	Monday, August 22 SIT SILVER SHADOW 08:30 '17:00 SIT NORWEGIAN BLISS 4626	Tuesday, August 23 SIT SERENADE OF THE SEA 08:00 '17:00 SIT SILVER MUSE 08:30 '17:00 SIT ECLIPSE 11:00 '20:30 5446	Wednesday, August 24 SIT EURODAM 08:00 '17:00 2100	Thursday, August 25 SIT WESTERDAM 08:00 '16:00 SIT NORWEGIAN SUN 10:00 '20:00 3850	Friday, August 26 SIT STAR BREEZE 08:00 '17:00 SIT NORWEGIAN SPIRIT 10:00 '20:00 2789	Saturday, August 27 SIT NG SEA BIRD 06:00 '18:00 70
Sunday, August 28 SIT SEALION VIKING ORION 08:00 '16:00 OVATION OF SEAS 09:00 '17:00 5180	Monday, August 29 SIT SEABOURN ODYSSEY 08:00 '17:00 SIT SILVER MUSE 08:30 '17:00 SIT NORWEGIAN BLISS 5220	Tuesday, August 30 SIT OCEAN VICTORY 06:00 '17:00 SIT RADIANCE OF THE SEA 08:00 '17:00 SIT SILVER SHADOW 08:30 '17:00 SIT SERENADE OF THE SEA 09:00 '18:00 4782	Wednesday, August 31 SIT EURODAM 08:00 '17:00 SIT RUBY PRINCESS 10:00 '18:00 5182	Thursday, September 1 SIT WESTERDAM 08:00 '16:00 SIT QUANTUM OF THE SEA 08:00 '17:00 6028	Friday, September 2 SIT REGATTA 08:00 '17:00 SIT SEVEN SEAS MARINER 08:00 '18:00 1400	Saturday, September 3 SIT NG VENTURE 06:00 '18:00 100
Sunday, September 4 SIT NG QUEST 06:00 '18:00 SIT NORWEGIAN SPIRIT 10:00 '20:00 2577	Monday, September 5 SIT SILVER SHADOW 08:30 '17:00 SIT NORWEGIAN BLISS 4556	Tuesday, September 6 SIT NG SEA BIRD 06:00 '18:00 SIT VIKING ORION 08:00 '17:00 SIT OVATION OF SEAS 08:00 '17:00 SIT SILVER MUSE 08:30 '17:00 SIT ECLIPSE 11:00 '20:30 8626	Wednesday, September 7 SIT EURODAM 08:00 '17:00 2100	Thursday, September 8 SIT SAPPHIRE PRINCESS WESTERDAM 08:00 '16:00 4448	Friday, September 9 SIT SERENADE OF THE SEA 06:00 '14:00 SIT NORWEGIAN SUN 08:00 '17:00 SIT SEABOURN ODYSSEY 08:00 '17:00 4552	Saturday, September 10 0
Sunday, September 11 0	Monday, September 12 SIT RADIANCE OF THE SEA 08:00 '17:00 SIT NORWEGIAN BLISS 6274	Tuesday, September 13 SIT SILVER SHADOW 08:30 '18:00 SIT ECLIPSE 10:00 '19:00 3222	Wednesday, September 14 SIT EURODAM 08:00 '17:00 SIT QUANTUM OF THE SEA 09:30 '18:00 SIT NORWEGIAN SPIRIT 10:00 '18:00 SIT SCENIC ECLIPSE 13:00 '19:00 8994	Thursday, September 15 SIT WESTERDAM 08:00 '16:00 1848	Friday, September 16 SIT SEVEN SEAS MARINER 08:00 '18:00 700	Saturday, September 17 SIT VIKING ORION 08:00 '16:00 930
Sunday, September 18 SIT SOLSTICE 09:30 '18:00 2850	Monday, September 19 SIT SEABOURN ODYSSEY 08:00 '17:00 SIT NORWEGIAN BLISS 4624	Tuesday, September 20 SIT OCEAN VICTORY 06:00 '17:00 SIT GRAND PRINCESS 07:00 '16:00 SIT SERENADE OF THE SEA 08:00 '17:00 4900	Wednesday, September 21 SIT EURODAM 08:00 '17:00 SIT NIJEUW AMSTERDAM 4200	Thursday, September 22 SIT WESTERDAM 08:00 '16:00 1848	Friday, September 23 SIT VIKING ORION 08:00 '18:00 SIT NORWEGIAN SPIRIT 3407	Saturday, September 24 SIT LAUSTRAL 250
Sunday, September 25 0	Monday, September 26 SIT SEVEN SEAS MARINER 07:00 '15:00 700	Tuesday, September 27 0	Wednesday, September 28 SIT EURODAM 08:00 '17:00 SIT NOORDAM 4024	Thursday, September 29 SIT QUANTUM OF THE SEA 08:00 '17:00 1848	Friday, September 30 0	Saturday, October 1 SIT SILVER WIND 12:00 '18:00 200
Sunday, October 2 0	Monday, October 3 SIT REGATTA 08:00 '17:00 700	Tuesday, October 4 0	Wednesday, October 5 0	Thursday, October 6 0	Friday, October 7 0	Saturday, October 8 0

Table-1: Sidewalk Level of Service Classification

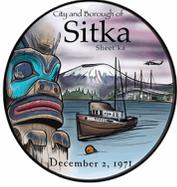
Sidewalk Level of Service	Characteristics of Sidewalk
LOS A	Pedestrian Space > 60 ft ² /p, Flow Rate = 5 p/min/ft, pedestrians move in desired paths without altering their movements in response to other pedestrians. Walking speeds are freely selected, and conflicts between pedestrians are unlikely.
LOS B	Pedestrian Space > 40-60 ft ² /p, Flow Rate > 5-7 p/min/ft, there is sufficient area for pedestrians to select walking speeds freely to bypass other pedestrians, and to avoid crossing conflicts. At this level, pedestrians begin to be aware of other pedestrians, and to respond to their presence when electing a walking path.
LOS C	Pedestrian Space > 24-40 ft ² /p, Flow Rate > 7-10 p/min/ft, space is sufficient for normal walking speeds, and for bypassing other pedestrians in primarily unidirectional streams. Reverse-direction or crossing movements can cause minor conflicts, and speeds and flow rate are somewhat lower.
LOS D	Pedestrian Space > 15-24 ft ² /p, Flow Rate > 10-15 p/min/ft, freedom to select individual walking speed and to bypass other pedestrians is restricted. Crossing or reverse-flow movements face a high probability of conflict, requiring frequent changes in speed and position. The LOS provides reasonably fluid flow, but friction and interaction between pedestrians is likely
LOS E	Pedestrian Space > 8-15 ft ² /p, Flow Rate > 15-23 p/min/ft, virtually all pedestrians restrict their normal walking speed, frequently adjusting their gait. At the lower range, forward movement is possible only by shuffling. Space is not sufficient for passing slower pedestrians. Cross- or reverse-flow movements are possible only with extreme difficulties. Design volumes approach the limit of walkway capacity, with stoppages and interruptions to flow.
LOS F	Pedestrian Space = 8 ft ² /p, Flow Rate varies p/min/ft, all walking speeds are severely restricted, and forward progress is made only by shuffling. There is frequent unavoidable contact with other pedestrians. Cross-and reverse-flow movements are virtually impossible. Flow is sporadic and unstable. Space is more characteristic of queued pedestrians than of moving pedestrian streams.

Pedestrian LOS for sidewalks and sideways is calculated using the pedestrian unit flow rate. speed (ft/s), and the volume-to-capacity (v/c) ratio can also be derived from the Table-2.

In addition to LOS grades A to F, space (ft²/p),

Table-2: PLOS Criteria (HCM 2000)

LOS	Space (ft ² /ped.)	Flow Rate (Ped./min/ft)	Speed (ft/sec)	V/C Ratio
A	>60	≤5	>4.25	≤0.21
B	>40-60	>5-7	>4.17-4.25	>0.21-0.31
C	>24-40	>7-10	>4.00-4.17	>0.31-0.44
D	>15-24	>10-15	>3.75-4.00	>0.44-0.65
E	>8-15	>15-23	>2.50-3.75	>0.65-1.00
F	≥8	Variable	≤2.50	Variable



CITY AND BOROUGH OF SITKA

Minutes - Final

Planning Commission

Wednesday, May 5, 2021

6:00 PM

Harrigan Centennial Hall

****Special Meeting****

I. CALL TO ORDER AND ROLL CALL

Present: Chris Spivey (Chair), Darrell Windsor, Stacy Mudry, Wendy Alderson, Katie Riley

Absent: None

Staff: Amy Ainslie, Ben Mejia

Public: Jay Sweeney, Hugh Bevan, Keren Zhu, Ariadne Will (Sitka Sentinel)

Chair Spivey called the meeting to order at 6:00pm.

II. CONSIDERATION OF THE AGENDA

III. PERSONS TO BE HEARD

IV. THE EVENING BUSINESS

A [MISC 21-09](#) Discussion/Direction on Short-Term Tourism Plan

Attachments: [Background Information Review_Staff Memo](#)
[Sitka Gateway Plan](#)
[Sign Transit Services OSD to HCH 2020](#)
[CPET Information](#)
[Cruise Calendar 2022](#)

Ainslie detailed the discussion for the evening regarding the tourism plan and the decisions requested from the Commission, categorized into data needs, identification of a title for the plan, a list of collaborators and public outreach, and a standing meeting time for the meeting. Ainslie described the preliminary work schedule for the year. Spivey suggested that waste be considered as part of direct-use infrastructure. Riley asked if the coach company would be included in the transportation discussion and suggested that public outreach might be necessary for businesses and people potentially impacted by bus route redirection, and requested for delivery companies to be included in the traffic discussions. Ainslie explained that, as the coach services was annually contracted, participation in discussions would likely come after the 2022 contract was awarded.

The floor was opened for public comment. Hugh Bevan suggested that a letter be written to Department of Transportation (DOT), copied to state senators and the city's D.C. lobbyist as the DOT may have resources and traffic engineering expertise that

would benefit the plan. Jay Sweeney spoke on behalf of the Island Artists Gallery, requesting to be included as Downtown Business collaborators.

The Commission moved to adopt the title Short-Term Tourism Plan for the planning effort.

The Commission discussed schedule availability and agreed to hold special meetings at 6:30pm on the first and third Wednesday of each month to discuss the tourism plan followed by their regular meeting which would be moved to 7:30pm. Ainslie stated that as this would require a change to the Commission's regular meeting time, the change should be discussed at the following meeting to allow for the change to be advertised and opportunity for public comment.

Spivey directed staff to identify appropriate meeting dates for the excursion/attraction forum and the downtown business forum.

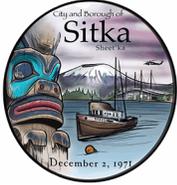
Riley requested that staff provide data on the number of daily excursions and any expected increase to number of excursions as a result of increased cruise passengers. Riley also requested that staff find estimates for the number of additional support staff as a result of increased excursions. Riley suggested that Icy Strait in Hoonah might be an appropriate reference to find impacts from increased tourism. The Commission requested that staff find data on the impact charter fleets might have on local fish stock, as well as the taxation of charter companies and what those taxes fund.

Sweeney, former finance director for the city, explained that fish box tax was previously split between the general fund and the harbor fund but now all tax revenue from fish tax boxes were transferred to the harbor fund. Riley asked staff to provide a list of all applicable taxes on charters.

M-Windsor/S-Riley moved to adopt the title "Short-Term Tourism Plan" for the tourism planning effort. Motion passed 5-0 by voice vote.

V. ADJOURNMENT

Seeing no objections, Chair Spivey adjourned the meeting at 6:51pm.



CITY AND BOROUGH OF SITKA

Minutes - Final

Planning Commission

Wednesday, May 19, 2021

7:00 PM

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

Present: Chris Spivey (Chair), Darrell Windsor (arrived 7:01PM), Wendy Alderson, Katie Riley
Absent: Stacy Mudry (Excused)
Staff: Amy Ainslie, Ben Mejia
Public: Alexander Allison, Sarah Allison, Jay Sweeney, 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 21-08](#) Approve the May 5, 2021 meeting minutes.

Attachments: [8-May 5 2021 DRAFT](#)

M-Riley/S-Alderson moved to approved the May 5, 2021 meeting minutes. Motion passed 3-0 by voice vote.

B [PM 21-09](#) Approve the May 5, 2021 special meeting minutes.

Attachments: [9-May 5 2021 Special Meeting DRAFT](#)

M-Riley/S-Alderson moved to approved the May 5, 2021 special meeting minutes. Motion passed 3-0 by voice vote.

IV. PERSONS TO BE HEARD

V. PLANNING DIRECTOR'S REPORT

Ainslie reminded the Commission of the tourism planning attractions and excursions forum at 7pm on May 20th. Ainslie told the Commission that the short-term rental community survey had been published and received over 240 responses so far and would remain open until end of day on May 26th. Ainslie informed the Commission that should would be out of office from May 27th to the 31st and city offices would be closed May 31st in observance of Memorial Day.

VI. REPORTS

portion of ATS 15. The application was filed by Alexander and Sarah Allison. The owner of record was Alexander Allison. Motion passed 4-0 by voice vote.

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

D [MISC 21-11](#)

Discussion/Direction to change the regular meeting time from 7:00 pm on the first and third Wednesday each month to 7:30 pm on the first and third Wednesday each month.

Attachments: [MISC 21-11 Meeting Time Staff Memo](#)

The Commission unanimously agreed to the meeting time change. Windsor asked if the same process would be required to revert the time back to regular hours. Ainslie confirmed that public notice and a vote would be necessary.

M-Windsor/S-Riley moved to change the regular meeting time from 7:00pm on the first and third Wednesday of each month to 7:30pm on the first and third Wednesday of each month. Motion passed 4-0 by voice vote.

E [MISC 21-09](#)

Discussion/Direction on Short-Term Tourism Plan

Attachments: [Background Information Review Staff Memo](#)
[Sitka Gateway Plan](#)
[Sign Transit Services OSD to HCH 2020](#)
[CPET Information](#)
[Cruise Calendar 2022](#)

Ainslie introduced the item as an opportunity for the Commission to prepare the format of the attractions and excursions forum on May 20th as well as the questions that would be helpful in initiating conversation. Ainslie noted that the downtown business forum was schedule for Thursday June 3rd.

Alderson noted that including possibilities for scaled responses according to the number of passengers in a day would be good to include. Riley noted that impact cruise passengers have on independent travelers may be an important consideration.

Ainslie stated that the June 2nd hour long special meeting would be an opportunity for increased public engagement.

The Commission identified suggested drop-off points, areas to avoid, general concerns, suggested infrastructural improvements, and suggested process improvements as starting questions for the attractions and excursions forum.

The Commission opened the floor for public comment. Jay Sweeney of the Island Artists Gallery expressed a need for increased public outreach, and suggested a letter to the editor may provide increased visibility as current public notice is often buried in the center of the newspaper. Sweeney also voiced his concern that tourists be directed to the city to increase opportunities for downtown businesses.

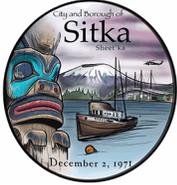
Alderson asked if it would be appropriate for Commissioners to write letters to the editor regarding the tourism planning effort. Ainslie stated that this would be

appropriate.

No action taken.

VIII. ADJOURNMENT

Seeing no objection, Chair Spivey adjourned the meeting at 7:43pm.



CITY AND BOROUGH OF SITKA

Minutes - Final

Planning Commission

Wednesday, June 2, 2021

6:30 PM

Harrigan Centennial Hall

****Special Meeting****

I. CALL TO ORDER AND ROLL CALL

Present: Chris Spivey (Chair), Darrell Windsor, Stacy Mudry, Wendy Alderson, Katie Riley

Absent: Thor Christianson (excused)

Staff: Amy Ainslie, Ben Mejia

Public: Hugh Bevan, Pat Kehoe, Chuck Trierschild, Jill Scheidt, Ariadne Will (Sitka Sentinel)

Chair Spivey called the meeting to order at 6:31pm.

II. CONSIDERATION OF THE AGENDA

III. PERSONS TO BE HEARD

IV. THE EVENING BUSINESS

A [MISC 21-12](#) Public comment/feedback on cruise passenger dispersal.

The Commission opened the floor for public comment on cruise passenger dispersal. Hugh Bevan commented that cruise passengers could be lightered to town from the cruise ship dock using CPET funds. Spivey asked if using the O'Connell lightering dock as a drop-off location would create congestion concerns. Bevan replied that it would reduce road traffic. Ainslie read written comment from Bruce White, who expressed concern about the noise and air pollution impacts that tour buses have on residences along their routes and requested a limitation placed on tour bus operation.

No action taken.

B [MISC 21-09](#) Discussion/Direction on Short-Term Tourism Plan

Attachments: [Background Information Review Staff Memo](#)

[Sitka Gateway Plan](#)

[Sign Transit Services OSD to HCH 2020](#)

[CPET Information](#)

[Cruise Calendar 2022](#)

Ainslie reported to the Commission responses to questions asked in an earlier meeting. Ainslie explained that the primary economic benefit for the city from cruise

tourism is the cruise passenger excise tax (CPET), sales tax, and the fish box tax which goes to the Harbor Department.

Ainslie informed the Commission that Royal Caribbean Lines provided estimates of their overall operations in Alaska, wherein 30% of passengers participate in excursions and 1,600 charter fishing tours were sold on-vessel across all 8 Alaska ports during a 20 week period in 2019. Ainslie noted that this did not account for shore-side charter fishing sales and so would be difficult to quantify an accurate estimate.

Ainslie discussed the upcoming tourism planning meetings, including downtown business forum on June 3rd and the June 16th special meeting. Ainslie asked the Commission if there was additional information the Commission would like. Windsor requested a summary of public comment from the tourism forums to include number of recurring suggestions. Spivey asked staff to contact the charter fishing fleet to inquire about cruise passenger pick-ups. Spivey also requested information regarding the contract with the coach company used for cruise passengers. Riley requested that staff provide the Gateway Community Planning Assistance document written by the National Park Service in 1995.

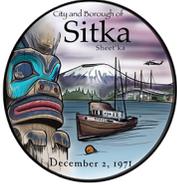
The Commission opened the floor for public comment. Pat Kehoe asked for clarification on exactly how CPET funds could be used.

Ainslie explained that CPET funds were to be used on projects that would benefit cruise passengers but staff would work to provide a more comprehensive list of allowable uses.

No action taken.

V. ADJOURNMENT

Seeing no objections, Chair Spivey adjourned the meeting at 7:09pm.



CITY AND BOROUGH OF SITKA

Minutes - Final

Planning Commission

Wednesday, June 16, 2021

6:30 PM

Harrigan Centennial Hall

****Special Meeting****

I. CALL TO ORDER AND ROLL CALL

Present: Chris Spivey (Chair), Stacy Mudry, Wendy Alderson, Thor Christianson (Assembly liaison)

Absent: Darrell Windsor (Excused), Katie Riley (Excused)

Staff: Amy Ainslie, Ben Mejia

Public: Pat Kehoe, Chris McGraw, Loren Olsen, Sabrina Jenkins, Trish Prewitt, Amy Sweeney, Charles Bingham, Ariadne Will (Sitka Sentinel)

Chair Spivey called the meeting to order at 6:28PM.

II. CONSIDERATION OF THE AGENDA

IV. PERSONS TO BE HEARD

VII. THE EVENING BUSINESS

A [MISC 21-09](#) Discussion/Direction on Short-Term Tourism Plan

Ainslie introduced the Gateway Community Planning Assistance document as requested by the Commission in a previous tourism planning meeting. The document was produced for Sitka by the National Park Service in 1997. Ainslie explained that the document provided a series of design recommendations related to visitor use management for the city to adopt. Ainslie highlighted the proposed shuttle service, parking analysis, downtown traffic layouts, and range of planning alternatives listed in the document.

Christianson recalled that a hop on hop off shuttle had been tried in the past with not much success and noted that a similar service may be possible via existing operators though cautioned that a pedestrian downtown would also restrict bus access.

The Commission opened the floor for public comment.

Charles Bingham commented that with increased cruise passengers, there would be increased demand on sidewalks especially on Lincoln Street as well as additional pressure on WIFI and cell services in town. Bingham suggested that improved bike lanes and bicycle infrastructure would provide non-motorized alternatives for commuting and local transportation, thereby reducing burden and impacts of streets. Pat Kehoe expressed interest in making Lincoln Street one way, as detailed in the gateway community plan, paired with an electric shuttle providing service through Lincoln Street.

Alderson voiced support for the recommendations provided in the gateway community plan as a good starting point for new planning efforts, and expressed interest in the possibility of increased pedestrian access through alleys and small streets. Spivey noted that the plan's recommendation was consistent with current public comment about the need for additional signage.

Ainslie introduced the Transit Services Contract. Ainslie explained that this year's contract was bid through an RFP open January 2020 where the city offered \$1.07 per passenger, paid for by Cruis Passenger Excise Tax (CPET) funds, for transportation from Old Sitka Dock to Harrigan Centennial Hall. The contract was awarded to Halibut Point Marine Services who subcontracted to Alaska Coach Company. Christianson noted that Assembly approval of future contracting services was not predetermined and may require additional conditions be met by the bidder going forward. Christianson stated that this may be the way to establish an incentive to move toward electric buses. Mudry replied that, in speaking with Chris McGraw, she understood electric buses to be approximately one million dollars, Christianson responded that he had spoken with companies that could provide them for half as much.

Spivey voiced concern over a comment made by the coach operator in a previous meeting, where it was explained that having multiple drop off locations would be cost prohibitive. Spivey questioned the purpose of discussing changes to transportation and dispersion methods if this were the case. Spivey asked if the minimum 48 passenger capacity of the buses were a limiting factor in the viability of multi-point drop-off or other drop-off locations. Christianson commented that 48 passengers was comparable to a school bus, and that many of the contractor's buses are larger. Christianson commented that 8,000 passengers a day at any single location would be too much of a burden, Spivey responded by asking if downtown could handle 8,000 passengers in a day.

Ainslie identified potential criteria for a new contract; looking into more than 1 drop off location, providing an incentive for electric buses, investigating the appropriate bus size, as well as the potential of implementing new bus run times to reduce impacts to traffic.

The Commission opened the floor for public comment. Chris McGraw commented that bus size varied from 48 passengers to 62 passengers. McGraw stated that to meet contract obligations and with a 30 minute round trip for a bus, it requires 16 buses on a 6,000 passenger days. McGraw explained that smaller buses required more buses to move passengers while larger buses meant fewer buses on the road. McGraw commented that dispersion through new attractions would alleviate some of the burden placed downtown and suggested that while 2 or more drop off points may be possible, it may contribute to visitor confusion as well as burden independent excursion providers who would need to service 2 locations as opposed to 1. Bingham commented that perhaps a collaborative bid to an RFP could disperse passengers.

Ainslie provided some additional context to CPET fund use, and stated that the funds were intended for services provided directly to vessel as well as enhancing safety and efficiency. Ainslie explained that any use of funds would need to be reasonable and stand up to any audit. Spivey requested staff to collate a list of examples of CPET funded projects from other communities.

Ainslie explained the information provided in the 2022 cruise calendar, highlighting large passenger days, the days of the week of the large passenger days, and the

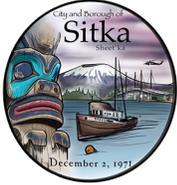
times of cruise disembarkation and embarkation. Alderson noted that the earliest arrivals were between 6am and 8am, potentially conflicting with rush-hour traffic. Ainslie replied that there would likely be some lag between berth and the beginning of bus runs. McGraw suggested that the 2020 cruise season may be a good opportunity for a trial run of any suggested traffic pattern changes.

Ainslie read public comment from John Stein, who expressed concern for adequate restrooms and suggested a subscription cleaning service to regularly clean and stock restrooms for visitor use with a corresponding map.

No further public comment came forward.

VIII. ADJOURNMENT

Seeing no objections, Chair Spivey adjourned the meeting at 7:22PM.



CITY AND BOROUGH OF SITKA

Minutes - Final

Planning Commission

Wednesday, July 7, 2021

6:30 PM

Harrigan Centennial Hall

****Special Meeting****

I. CALL TO ORDER AND ROLL CALL

Present: Chris Spivey (Chair), Stacy Mudry, Wendy Alderson
Absent: Darrell Windsor, Katie Riley (Excused)
Staff: Amy Ainslie, Ben Mejia
Public: Brad Shaffer, Ariadne Will (Sitka Sentinel)

Chair Spivey called the meeting to order at 6:33pm.

II. CONSIDERATION OF THE AGENDA

III. PERSONS TO BE HEARD

IV. THE EVENING BUSINESS

A [MISC 21-09](#) Discussion/Direction on Short-Term Tourism Plan

Attachments: [Staff Memo_8.4.21](#)

Ainslie reviewed public comment submitted during the tourism planning forums and showed maps that displayed suggested drop-off locations and areas to avoid. Christianson suggested that Lincoln Street or a portion of it be used only for bus drop-off and pedestrians. The Commission discussed potential impacts to existing tour operators by a city-run shuttle service. Spivey voiced concern over actions that may block businesses during day-to-day operations. The Commission acknowledged that any plan would need to take business operations into account.

The Commission discussed the using the Baranof Elementary School parking lots as a drop-off location. Mudry asked if any summer programs used the school, Spivey and Alderson responded that the Ventures program used the school.

Ainslie noted that frequently identified concerns were inadequate or insufficient number of bathrooms, the traffic and environmental impacts from buses, and emergency service access. Alderson asked staff how the Sawmill Creek Road work would impact transportation and what detours might be expected. The Commission noted that tour bus operators would be challenged by a Jeff Davis Street reroute to access Sawmill Creek Road. Ainslie replied that staff would collect information about the Sawmill Creek Road project. Christianson commented that the Assembly was reviewing the possibilities of unburdening processes for taxi driver permitting, and that more taxi drivers may facilitate dispersion. Christianson voiced concern over safety of tour bus

drivers acting as tour guides and instead suggested that tour operators have separate tour guides and drivers to reduce the possibility of distracted driving.

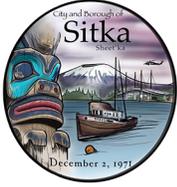
Ainslie provided updates on cell tower projects in town and informed the Commission that she had reached out to phone and internet service providers to discuss the possibility of expanding coverage and capacity during the cruise season.

The Commission opened the floor for public comment. No comment was made. Christianson and Ainslie identified a potential need for crosswalks on Sawmill Creek Road in front of the raptor center and on Halibut Point Road at the new Cross Trail trail head.

Ainslie provided a summary of findings. The Commission agreed with the findings and commented on the importance of signage and visitor information.

V. ADJOURNMENT

Chair Spivey adjourned the meeting at 7:25pm.



CITY AND BOROUGH OF SITKA

Minutes - Final

Planning Commission

Wednesday, July 21, 2021

6:30 PM

Harrigan Centennial Hall

****Special Meeting****

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: Kaleb Astle, Loren Olsen, Sabrina Jenkins, Jay Stillwell, Gerry Hope, Ariadne Will (Sitka Sentinel)

Acting Chair Windsor called the meeting to order at 6:30pm.

II. CONSIDERATION OF THE AGENDA

III. PERSONS TO BE HEARD

IV. THE EVENING BUSINESS

[MISC 21-09](#)

Discussion/Direction on Short-Term Tourism Plan

Attachments: [Staff Memo_8.4.21](#)

Ainslie introduced the tourism discussion on transportation alternatives and read comment submitted by Chris McGraw. McGraw explained the challenges of using boats to transport passengers to and from the cruise terminal and stated that buses were more effective and affordable to run. Riley commented that the tourism planning effort should be used to think for the long-term transportation and environmental needs, expressing interest in electric vehicles for passenger transport.

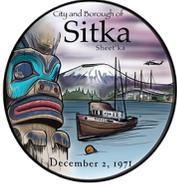
Ainslie informed the Commission that traffic planners from the Department of Transportation would attend the tourism planning meeting on August 4th. Gerry Hope, Transportation Director for Sitka Tribe of Alaska (STA), explained that STA involvement would be critical if Katlian Avenue were used for passenger drop-off. Hope included that he had communicated with manufacturers of electric and hydrogen fueled vehicles and U.S. Congress to see costs and financing options for transportation alternatives which included light rail.

Kaleb Astle of Alaska Coach Company explained the access challenges for tour buses at Petro Marine North Plant. Astle noted that electric buses were approximately \$745,000 and suggested double decker buses with increased passenger capacity as a means to reduce the number of vehicles on the road.

The Commission discussed pedestrian safety near the Lincoln Street and Lake Street intersection. Mudry noted a need for a cross-walk across Harbor Drive in front of Harrigan Centennial Hall, Ainslie suggested a crossing guard, and Astle offered an all-walk signal at the intersection to facilitate unobstructed vehicle turning.

V. ADJOURNMENT

Seeing no objections, Acting Chair Windsor adjourned the meeting at 7:18pm.



CITY AND BOROUGH OF SITKA

Minutes - Final

Planning Commission

Wednesday, August 4, 2021

6:30 PM

Harrigan Centennial Hall

****Special Meeting****

I. CALL TO ORDER AND ROLL CALL

Present: Chris Spivey (Chair), Darrell Windsor, Stacy Mudry, Wendy Alderson, Katie Riley, Kevin Mosher (Assembly Liaison)

Absent: None

Staff: Amy Ainslie, Ben Mejia

Public: Chris McGraw, Sabrina Jenkins, Melissa Henshaw, Amy Rowe, Hugh Bevan, Pat Kehoe, Lynne Brandon, Rachel Roy, Michael Harmon, Craig Warren, David Epstein, Joanne Schmidt, Ariadne Will (Sitka Sentinel)

Chair Spivey called the meeting to order at 6:30pm.

II. CONSIDERATION OF THE AGENDA

III. PERSONS TO BE HEARD

IV. THE EVENING BUSINESS

A [MISC 21-09](#) Discussion/Direction on Short-Term Tourism Plan

Attachments: [Staff Memo 8.4.21](#)

Ainslie introduced the discussion with a focus on traffic from the cruise ship dock to downtown. Ainslie introduced Joanne Schmidt and David Epstein of Alaska Department of Transportation (DOT). The Commission requested the project schedule and detour routing for the DOT project on Sawmill Creek Road scheduled to begin in the summer of 2022. Epstein stated that while he was unable to provide specific information about the project, Epstein explained that the project would take place during the cruise tourism season and they recognized the impact on travel the project would have on traffic but would work closely with the city to mitigate impacts.

Attendees participated in an exercise where comments were added to a map of Halibut Point Road from the cruise dock to the Halibut Point Road and Sawmill Creek Road round-about. Comments included suggested areas for cross-walks, areas for sidewalks or walking paths for pedestrian safety, concern of traffic increases and possible traffic device alternatives.

The Commission opened the floor for public comment. Rachel Roy noted that rural status may be impacted by the number of traffic lights or other road works and that rural status was very important to the community. Schmidt responded that she was not

aware of any impact to rural status as a result of road and traffic improvements.

Alderson voiced concern over the expected traffic increase and impacts on Halibut Point Road as a result of housing and clinic development at the Community Hospital site.

Epstein informed the Commission that cross-walks in the area 5951 Halibut Point Road would require traffic calming methods.

McGraw stated that on the busiest day, there would be an anticipated 30 coaches per hour as well as tour operators.

Michael Harmon, Public Works Director, explained that traffic engineers could find the appropriate solutions but public input would be helpful to identify problems and goals for engineers to take into account. Harmon explained that the project on Sawmill Creek Road would have an impact on traffic. The Commission voiced concern over impacts to daily life, other construction projects, and tourism that the roadwork would cause.

No motion made.

V. ADJOURNMENT

Seeing no objections, Chair Spivey adjourned the meeting at 7:33pm.



CITY AND BOROUGH OF SITKA

Minutes - Final

Planning Commission

Wednesday, September 15, 2021

6:30 PM

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

Present: Chris Spivey (Chair), Darrell Windsor (Arrived 7:30pm), Stacy Mudry, Wendy Alderson, Katie Riley, Thor Christianson (Assembly Liaison)
Absent: None
Staff: Amy Ainslie, Ben Mejia
Public: Jim Michener, Phyllis Hackett, Kaleb Astle, Marsha Howard, Chris McGraw, Michael Harmon (Public Works Director), Tamy Stevenson, Amy Rowe, Sabrina Jenkins, Shauna Thornton, Sabrina Jenkins, Michele Martin, Wendy Lindskoog, Gerry Hope, Lynne Brandon, Ariadne Will (Sitka Sentinel), Katherine Rose (KCAW)

Chair Spivey called the meeting to order at 6:30pm.

II. CONSIDERATION OF THE AGENDA

III. CONSIDERATION OF THE MINUTES

A [PM 21-21](#) Approve the August 18, 2021 meeting minutes.

M-Mudry/S-Riley moved to approve the August 18, 2021 meeting minutes.

IV. PERSONS TO BE HEARD

V. PLANNING DIRECTOR'S REPORT

Ainslie informed the Commission that there was one regular business item ahead of the tourism discussion. Ainslie reported an update on the Sawmill Creek Road project, stating that Alaska Department of Transportation would schedule a presentation with the Planning Commission around February to discuss project details. Ainslie explained that the next meeting was scheduled for October 6th, 2021 and would discuss traffic and staging at Harrigan Centennial Hall.

VI. REPORTS

VII. THE EVENING BUSINESS

B [LM 21-01](#) Public hearing and consideration of a tidelands lease request for municipal tidelands immediately adjacent to 1406 Sawmill Creek Road

in the WD - Waterfront district. The lots are also known as All of ATS 1327 Tract A and a portion of ATS 1327 Tract B. The request is filed by Thomas Williamson. The owners of record are Sharon and Lisa Williamson.

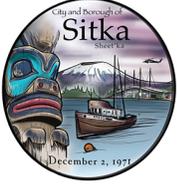
C [MISC 21-09](#) Discussion/Direction on Short-Term Tourism Plan

Ainslie introduced the discussion to focus on downtown traffic and congestion mitigation for 2022, identify the problems the need to be addressed by the Summer of 2022, and discuss what solutions the Commission and community were most interested to see implemented. Ainslie noted that the solutions for 2022 were not intended to replace an in-depth traffic study or replace needed long-term solutions but focus on what can be implemented within a year. Ainslie explained that discussion of traffic and staging around Harrigan Centennial Hall would take place October 6th.

Problems identified included increased risk of using residential roads such as Peterson Avenue and Lake Street, impacts of traffic on emergency services, impacts of traffic on bicycle movement, and a lack of downtown parking. The participants discussed possible solutions including Lincoln Street closures or traffic flow changes, modifications to traffic light signaling, and using a person to direct traffic at the light. Michael Harmon, Public Works Director for the City and Borough of Sitka, noted that the current sidewalks were inadequate for the current pedestrian capacity, and were vastly insufficient to handle the projected pedestrian use which might result in pedestrian use of the road or avoidance of downtown. Chair Spivey requested that future discussion of Lincoln Street closure include discussion of the RIDE.

Seeing no objections, Chair Spivey adjourned the meeting at 9:01pm.

VIII. ADJOURNMENT



CITY AND BOROUGH OF SITKA

Minutes - Final

Planning Commission

Wednesday, October 6, 2021

6:30 PM

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

Present: Chris Spivey (Chair), Darrell Windsor, Stacy Mudry, Wendy Alderson
Absent: Katie Riley (Excused)
Staff: Amy Ainslie, Ben Mejia
Public: Lisa Busch, Martha Moses, Kent Barkhau, Stefania Potrzuski, Kaleb Astle, Chris McGraw, Tony Rosas, Jennifer Mingo, Steven Eisenbeisz, Michael Harmon, Camille Ferguson, Rebecca Himshoot, Rachel Roy, Laurie Booyse, Sabrina Jenkins, Michele Martin, Ellen Frankenstein, Gerry Hope, Dale Lindstrom, John Dunlap, Ariadne Will (Sitka Sentinel)

Chair Spivey called the meeting to order at 6:30pm.

II. CONSIDERATION OF THE AGENDA

III. CONSIDERATION OF THE MINUTES

A [PM 21-22](#) Approve the September 15, 2021 meeting minutes.

M-Mudry/S-Alderson moved to approve the September 15, 2021 meeting minutes. Motion passed 4-0 by voice vote.

IV. PERSONS TO BE HEARD

Steven Eisenbeisz shared his experience with planter boxes at head height over the sidewalk on Lincoln Street and suggested the Commission consider a zoning code amendment to avoid infringements on pedestrian movement and safety.

V. PLANNING DIRECTOR'S REPORT

Ainslie informed the Commission that staff intended to present options for downtown tourism planning within the next meeting or in November. Ainslie reminded attendees to sign up for the tourism email list for updates on tourism planning.

VI. REPORTS

VII. THE EVENING BUSINESS

B [CUP 21-13](#) Public hearing and consideration of a conditional use permit for an expansion of a legal nonconforming use of a hatchery at 834 Lincoln Street in the R-2 multifamily district. The property is also known as Lot 7,

Sheldon Jackson Campus Subdivision and a portion of ATS 15. The request is filed by Sitka Sound Science Center. The owner of record is Sitka Sound Science Center.

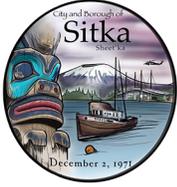
C [MISC 21-09](#) Discussion/Direction on Short-Term Tourism Plan

Ainslie introduced the tourism planning discussion, with a focus on traffic flow and staging at Harrigan Centennial Hall (HCH). Ainslie guided discussion through problem identification and space optimization for HCH. Participants identified HCH staff and facilities as an item that currently worked well. Participants identified areas of pedestrian and vehicle safety concerns as well as traffic flow pinch points. Designated and permitted parking were suggested. Some identified unmet needs were downtown signage and maps, easy-to-find recycling, representation of Tlingit culture, as well as parking space for both tourism and non-tourism activities. Participants identified priority uses in areas around HCH.

Caleb Astle clarified that while Alaska Coach Tours operated the dock-to-town shuttle service, that function was separate from its tourism operations. Astle noted tendering at Crescent Harbor, Ainslie responded that staff would analyze the cruise schedule for tendering at Crescent Harbor. Ainslie told the Commission that staff expected to present options for the downtown tourism planning effort at the October 20th meeting.

Seeing no objections, Chair Spivey adjourned the meeting at 7:57pm.

VIII. ADJOURNMENT



CITY AND BOROUGH OF SITKA

Minutes - Final

Planning Commission

Wednesday, October 20, 2021

6:30 PM

Harrigan Centennial Hall

****Special Meeting****

I. CALL TO ORDER AND ROLL CALL

Present: Chris Spivey (Chair), Darrell Windsor, Stacy Mudry, Wendy Alderson, Katie Riley, Thor Christianson (Assembly Liaison)

Absent: None

Staff: Amy Ainslie, Ben Mejia

Public: Lisa Busch, Kent Barkhau, Bill Foster, Ralph Jones, John Stein, Jim Michener, Stefania Potrzuski, Emily Wagner, Trish White, Chance Gray, Loren Olsen, Hugh Bevan, Rebecca Himshoot, Gerry Hope, Sabrina Jenkins, Amy Rowe, Ellen Frankstein, Renee Reeve, Ariadne Will (Sitka Sentinel)

Chair Spivey called the meeting to order at 6:30pm.

II. CONSIDERATION OF THE AGENDA

III. PERSONS TO BE HEARD

IV. THE EVENING BUSINESS

A [MISC 21-09](#) Discussion/Direction on Short-Term Tourism Plan

Ainslie presented staff analysis and recommendations for Lincoln Street closure options as well as scenarios that were not recommended. Traffic scenarios that were not recommended included partial closures of Lincoln Street as well as partial and full one-way direction of traffic on Lincoln Street. Ainslie noted that all of these partial measures would likely result in confusion and were intensive to mobilize barricades.

Ainslie then presented recommended options. Option A was to close Lincoln Street to vehicles from the Lake/Lincoln with intersections to the Lincoln/Katlian Intersection Feeder routes (Barracks, American, Maksoutoff, Cathedral, and other unnamed alleys) blocked from entry. Option B would leave Lincoln Street open to vehicular traffic as one-way only headed west from Lake intersection to Katlian intersection. Pedestrians, amenities, and vending could take place in the 'east bound' traffic and parking lanes. "Vehicle crossing designations" would be available for bank drive-thru and pull-in parking spaces designated near churches. A temporary but substantial median would be necessary to separate pedestrians and vehicles. This would be in place all season.

Option C was described as a hybrid of the Options A and B where Lincoln would be closed when needed, but otherwise staged to re-open as Option B with all amenities and potential vending staged in the east bound lane, even when road was fully closed.

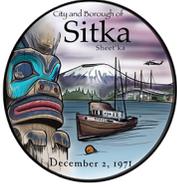
The Commission opened the floor for public comment. Jim Michener noted that the projected passengers were approximately three times as many as in 2019. Michener voiced support for Option A, and felt that emergency vehicles could still be allowed through during a road closure. Ralph Jones of the RIDE commented that Lincoln Street closure would disrupt and displace traffic and impact ridership of the RIDE. Kent Barkau advocated for more long-term tourism visioning and planning as well as investigation of how and when to control the number of cruise passengers. Hugh Bevan noted the urgency of ordering supplies now and identifying storage locations. Bevan recommended the City pursue contracting services out for mobilization of barricades through the RFP process and that mass mailing would be necessary to notify the public of road closures. Bevan suggested the City should have a trial run of the closure before the start of the tourist season. John Stein commented that the labor intensive nature of road closures would result in job creation. Bill Foster commented that the closed road should look inviting for pedestrians and voiced support for electric busses, changes to pedestrian crossing cycles at the intersection, and the color used to indicate street parking. Rebecca Himshoot advocated for traffic cops at challenging intersections and crossings. Gerry Hope commented on the willingness of the RIDE to participate in decision making.

Ainslie read public comment from Jim Steffan who advocated for lightering passengers into town from the dock and improving the shuttle bus fleet with preference for electric busses. Steffan suggested the area around the Baranof School playground as suitable for bus drop off.

Commission agreed to resume the discussion in the following regular meeting.

V. ADJOURNMENT

Seeing no objections, Chair Spivey adjourned the meeting at 7:25pm.



CITY AND BOROUGH OF SITKA

Minutes - Draft

Planning Commission

Wednesday, November 3, 2021

6:30 PM

Harrigan Centennial Hall

****Special Meeting****

I. CALL TO ORDER AND ROLL CALL

Present: Darrell Windsor (Acting Chair), Stacy Mudry, Katie Riley, Thor Christianson (Assembly Liaison)

Absent: Chris Spivey (Excused), Wendy Alderson

Staff: Amy Ainslie, Ben Mejia

Public: Joe Ieremia, Sandy McClung, Loren Olsen, Laurie Booyse, Gerry Hope, Michele Martine, Wendy Lindskoog, Ariadne Will (Sitka Sentinel)

Chair Windsor called the meeting to order at 6:30pm.

II. CONSIDERATION OF THE AGENDA

III. PERSONS TO BE HEARD

IV. THE EVENING BUSINESS

A [MISC 21-09](#) Discussion/Direction on Short-Term Tourism Plan

Ainslie introduced the discussion on direct-use infrastructure needs for the short-term tourism plan and explained that indirect-use infrastructure needs would be discussed at the November 17th meeting. Ainslie noted that direct-use infrastructure applied to projects that would be used directly by tourists, some examples given were restrooms, waste and recycle bins, and benches. Ainslie explained that the purposed of the discussion was to identify what was needed, how many, and where they were needed.

Chair Windsor opened the floor for public comment. Ainslie read public comment submitted by John Murray, who identified lack of restrooms and the condition of restrooms as a concern, as well as an illuminated crosswalk across Harbor Drive, and pedestrian crossing at the intersection of Lake and Lincoln Streets.

Riley suggested portable restrooms along Crescent Park and Totem Square, and noted that supply and shipping challenges may be a challenge for procurement. Mudry suggested contacting a local provider. Christianson suggested an incentive program for downtown businesses or facilities to open their restrooms for visitors.

Sandy McClung of Sitka Sound Science Center agreed that a subsidy to offset costs of bathroom supplies and cleaning would be a good incentive. McClung explained that the Science Center received a lot of visitors requesting restroom access through the summer and that their capacity was limited, especially with regards to ADA

accessibility.

Riley noted that water fountains with bottle refill stations would help to reduce waste from plastic bottles. The Commission discussed the need for benches. Riley suggested that the city use local craftsmen to provide benches however, the Commission acknowledged the possible need for portability.

The Commission discussed signage needs. Laurie Booyse of Visit Sitka commented that graphic design continuity and consistency was important for visitors to navigate way finding tools throughout the city. Booyse mentioned that Visit Sitka had an online map for people to reference and updates to the map could be done quickly. Windsor asked if the maps could be downloaded from the ships to prevent overburdening of local WIFI and cellular infrastructure. Booyse replied that Visit Sitka was working with the cruise companies to make that possible.

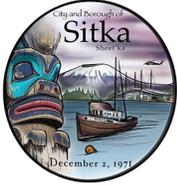
Christianson and the Commission discussed the need to meet with the Assembly during and after the tourist season to discuss the results of the plan and make adjustments as needed.

The Commission agreed to continue their discussion after the following regular meeting.

No motion made.

V. ADJOURNMENT

Seeing no objections, Chair Windsor adjourned the meeting at 7:17pm.



CITY AND BOROUGH OF SITKA

Minutes - Draft

Planning Commission

Wednesday, November 17, 2021

6:30 PM

Harrigan Centennial Hall

****Special Meeting****

I. CALL TO ORDER AND ROLL CALL

Present: Chris Spivey (Chair), Darrell Windsor, Wendy Alderson, Katie Riley, Thor Christianson (Assembly Liaison)
Absent: Stacy Mudry (excused)
Staff: Amy Ainslie, Ben Mejia
Public: Rebecca Himshoot, Michael Harmon, Tony Rosas, Stefania Potrzuski, John Dunlap, Kord Christianson, Loren Olsen, Clint Daniels, Kristi Colthorp, Bruce Conine, Michelle Barker, Kaleb Astle, Theresa Jacoby Massei, Sabrina Jenkins, Shauna Thornton, Michele Martin, Cynthia Gibson, Ariadne Will (Sitka Sentinel)

Chair Spivey called the meeting to order at 6:30pm.

II. CONSIDERATION OF THE AGENDA

III. PERSONS TO BE HEARD

IV. THE EVENING BUSINESS

A [MISC 21-09](#) Discussion/Direction on Short-Term Tourism Plan

Attachments: [Staff Memo_Infrastructure & Future Planning_12.1.21](#)

Ainslie introduced the discussion on Harrigan Centennial Hall traffic and staging. Ainslie explained that the staff recommendation considered safety, space optimization, clarity, and parking lot pressure alleviation as its guiding principles. Ainslie explained that the enabling factors of the recommendation were efficient loading/unloading of passengers, permitting, and vehicle restrictions. Ainslie reviewed options 1 and 2 of the campus plan recommendations.

The floor was opened for public comment.

Trudy Pruitt and Michelle Barker voiced concern over option 1 as potentially detrimental to their excursion operations and pedestrian safety. Bruce Conine expressed support of the general concept to limit Harrigan loop to large busses and Harbor loop to small busses and vans. Conine suggested the Ride be moved from the Crescent parking lot and taxis take their place. Theresa Jacoby Massei expressed safety concerns of large and small busses operating in Harbor loop. Caleb Astle provided dimensions of shuttles at 45' and tour busses at 40'.

Spivey asked how the tabletop between Crescent parking and Harrigan loop could be closed. Michael Harmon, Public Works Director, explained that the area was designed for such a closure and could be closed using something as temporary as a sandwich board sign or could use bollards.

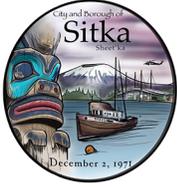
Spivey asked if the rear of Harrigan Centennial Hall had adequate space for pedestrian traffic and outfitter staging. Tony Rosas, Manager of Harrigan Centennial Hall, confirmed that there was. Rebecca Himshoot asked if there was access for emergency vehicles, Ainslie replied that there was. John Dunlap responded that, as a kayak outfitter, he saw potential benefit to the proposed location for outfitters at the rear of Centennial Hall. Thor Christianson expressed concern over the loss of the boat launch during the cruise season.

The Commission agreed to resume the discussion in the November 17 regular meeting.

No motion made

V. ADJOURNMENT

Seeing no objections, Chair Spivey adjourned the meeting at 7:30pm.



CITY AND BOROUGH OF SITKA

Minutes - Draft

Planning Commission

Wednesday, December 1, 2021

6:30 PM

Harrigan Centennial Hall

****Special Meeting****

I. CALL TO ORDER AND ROLL CALL

Present: Chris Spivey (Chair), Darrell Windsor, Stacy Mudry, Wendy Alderson, Katie Riley, Thor Christianson (Assembly Liaison)
Absent: None
Staff: Amy Ainslie, Ben Mejia
Public: Jay Stilwell, Sabrina Jenkins, Wendy Lindskoog, Melissa Henshaw, Shauna Thornton, Tomy Stevenson, Stefania Potrzuski, Kathleen Brandt, John Dunlap, Loren Olsen

Chair Spivey called the meeting to order at 6:32pm.

II. CONSIDERATION OF THE AGENDA

IV. PERSONS TO BE HEARD

Harvey Brant addressed the Commission with a request that the body consider increasing the street lighting of Lincoln Street, particularly the portion between Saint Michael's Cathedral and Totem Square.

VII. THE EVENING BUSINESS

[MISC 21-09](#)

Discussion/Direction on Short-Term Tourism Plan

Attachments: [Staff Memo_Infrastructure & Future Planning_12.1.21](#)

Ainslie introduced the discussion on indirect infrastructure and future planning needs. Ainslie identified staff recommendations for an impact study and traffic study to assess conditions during the cruise season as well as a permitting strategy to coordinate permitting procedures across departments.

Ainslie provided background information previously requested by the Commission. Ainslie noted the estimated cost of water bottle filling stations at approximately \$5,000-\$10,000 per unit. Ainslie explained that cruise ship use of water was charged at a metered rate and waste water was not disposed of in Sitka's wastewater system, and that the current water infrastructure was adequate for anticipated demands. Ainslie explained that while some small cruise lines dispose of solid waste in Sitka, vessels above 500 passengers did not. Ainslie explained that Sitka Free Wifi was no longer functional and to reinstate the service would be costly and not lessen the burden on cellular data.

Riley suggested that future planning efforts address work force development and retention, especially with regards to cost and availability of housing.

The Commission discussed the challenge of Sawmill Creek Road closure and potential impact to a traffic study. Michael Harmon, Public Works Director, responded that a model can account for road closures. The Commission agreed that the Assembly should move forward with a request to AK DOT to conduct a traffic study.

The Commission opened the floor for public comment. Harvey Brant expressed concern that proposed plans would restrict access to Sitka Lutheran Church, to those with difficulty climbing stairs, as would be required if entered by the Harbor Drive rear entrance.

Chris McGraw stated that the city should develop a downtown transportation hub as demands for Harrigan Centennial Hall exceeds capacity. John Dunlap commented that use of CPET funds should ensure that residents do not shoulder the burden of tourism.

Ainslie read public comment from Hugh Bevan, who stated that the city should hire a private company to conduct a traffic study.

Ainslie read public comment from Charles Bingham, who questioned whether the proposed street closure times would be sufficient.

The Commission requested that staff look for a list of approved projects funded through CPET funds in other communities to clarify acceptable use of funds.

M-Windsor/S-Alderson moved to recommend the Assembly request a traffic study from Alaska Department of Transportation. Motion passed 5-0 by voice vote.

VIII. ADJOURNMENT

Seeing no objections, Chair Spivey adjourned the meeting at 7:29pm.