



CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT
GENERAL APPLICATION

- Applications must be deemed complete at least **TWENTY-ONE (21)** days in advance of next meeting date.
- Review guidelines and procedural information.
- Fill form out completely. No request will be considered without a completed form.
- Submit all supporting documents and proof of payment.

APPLICATION FOR:

☐ VARIANCE

☒ CONDITIONAL USE

☐ ZONING AMENDMENT

☐ PLAT/SUBDIVISION

BRIEF DESCRIPTION OF REQUEST: SHORT TERM RENTAL AT
124 KNUTSON DR

PROPERTY INFORMATION:

CURRENT ZONING: R2 PROPOSED ZONING (if applicable): _____

CURRENT LAND USE(S): PRIMARY RESIDENCE PROPOSED LAND USES (if changing): _____

APPLICANT INFORMATION:

PROPERTY OWNER: BEN & NICOLE FLOYD

PROPERTY OWNER ADDRESS: 124 KNUTSON DR SITKA, AK 99835

STREET ADDRESS OF PROPERTY: 124 KNUTSON DR SITKA, AK 99835

APPLICANT'S NAME: BEN FLOYD

MAILING ADDRESS: 124 KNUTSON DR SITKA, AK 99835

EMAIL ADDRESS: bfloyd97@hotmail.com DAYTIME PHONE: 425 330 6612

FLOYD
Last Name

5/3/2024
Date Submitted

124 KNUTSON DR
Project Address

REQUIRED SUPPLEMENTAL INFORMATION:

For All Applications:

- ☐ Completed General Application form
- ☐ Supplemental Application (Variance, CUP, Plat, Zoning Amendment)
- ☐ Site Plan showing all existing and proposed structures with dimensions and location of utilities
- ☐ Floor Plan for all structures and showing use of those structures
- ☐ Proof of filing fee payment
- ☐ Other: _____

For Marijuana Enterprise Conditional Use Permits Only:

- ☐ AMCO Application

For Short-Term Rentals and B&Bs:

- ☐ Renter Informational Handout (directions to rental, garbage instructions, etc.)
- ☐ Documentation establishing property as primary residence (motor vehicle registration, voter registration, etc.)
- ☐ Signed Affidavit of Primary Residence for Short-term Rental Conditional Use Permit

CERTIFICATION: I hereby certify that I am the owner of the property described above and that I desire a planning action in conformance with Sitka General Code and hereby state that all of the above statements are true. I certify that this application meets SCG requirements to the best of my knowledge, belief, and professional ability. I acknowledge that payment of the review fee is non-refundable, is to cover costs associated with the processing of this application and does not ensure approval of the request. I understand that public notice will be mailed to neighboring property owners and published in the Daily Sitka Sentinel. I understand that attendance at the Planning Commission meeting is required for the application to be considered for approval. I further authorize municipal staff to access the property to conduct site visits as necessary. I authorize the applicant listed on this application to conduct business on my behalf.

B. F. Lloyd
Owner

5/3/2024
Date

Merle Floyd
Owner

5/03/2024
Date

I certify that I desire a planning action in conformance with Sitka General Code and hereby state that all of the above statements are true. I certify that this application meets SCG requirements to the best of my knowledge, belief, and professional ability. I acknowledge that payment of the review fee is non-refundable, is to cover costs associated with the processing of this application and does not ensure approval of the request.

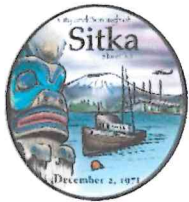
Applicant (If different than owner)

Date

FLOYD
Last Name

5/3/2024
Date Submitted

124 KNUTSON DR
Project Address



CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT
SUPPLEMENTAL APPLICATION FORM
CONDITIONAL USE PERMIT

APPLICATION FOR SHORT-TERM RENTALS AND B&B'S

CRITERIA TO DETERMINE IMPACT – SGC 22.24.010(E) (Please address each item in regard to your proposal)

- Hours of operation & quiet hours: GUESTS WOULD HAVE ACCESS
TO VEHICLE, QUIET HOURS START @ 9 PM
- Number of guests: 6
- Location along a major or collector street: 124 KNUTSON DR
- Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses: 1 VEHICLE WOULD BE AVAILABLE FOR USE.
MINIMAL TRAFFIC
- Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario: 0
- Effects on vehicular and pedestrian safety: HOUSE IS LOCATED IN CULDESA.
MINIMAL VEHICULAR/PEDESTRIAN TRAFFIC
- Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: PAVED
ACCESS TO HOUSE
- Describe the parking plan & layout: PAVED PARKING FOR UP TO
6 VEHICLES
- Proposed signage: _____

FLOYD

Last Name

5/3/2024

Date Submitted

124 KNUTSON DR

Project Address

- Presence of existing or proposed buffers (ie. Fences, boundary walls, natural barriers, etc.) on the site or immediately adjacent the site:

HOUSE HAS 2 BOUNDARY WALLS AND A NATURAL BARRIER ON 3 SIDES. FRONT IS OPEN TO ROAD ACCESS.

- Amount of noise to be generated and its impacts on neighbors: I EXPECT ZERO

NOISE GENERATED TO IMPACT NEIGHBORS.

- Other criteria that surface through public comments or planning commission review (odor, security, safety, waste management, etc):

WE WILL BE LIVING NEXT DOOR ALLOWING ME TO MITIGATE ANY PROBLEMS AND MANAGE THE SHORT TERM RENTAL

- Mitigation/ Management Plan (How will site be managed to ensure low/no impact on neighbors?)

NICOLE AND I PLAN ON BEING HANDS ON. WE WILL BE LIVING NEXT DOOR (126 KNUTSON) AND PRESENT WHILE GUESTS ARE RENTING.

FLOYD

Last Name

5/3/2024

Date Submitted

124 KNUTSON DR

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REQUIRED FINDINGS (SGC 22.30.160(C):

1. The city may use design standards and other elements in this code to modify the proposal. A conditional use permit may be approved only if all of the following findings can be made regarding the proposal and are supported by the record that the granting of the proposed conditional use permit will not:

	Initial
a. Be detrimental to the public health, safety, and general welfare;	BF
b. Adversely affect the established character of the surrounding vicinity; nor	BF
c. Be injurious to the uses, property, or improvements adjacent to, and in the vicinity of, the site upon which the proposed use is to be located.	BF
2. The granting of the proposed conditional use permit is consistent and compatible with the intent of the goals, objectives and policies of the comprehensive plan and any implementing regulation.	BF
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.	BF
4. The proposed use will not introduce hazardous conditions at the site that cannot be mitigated to protect adjacent properties, the vicinity, and the public health, safety and welfare of the community from such hazard.	BF
5. The conditional use will be supported by, and not adversely affect, adequate public facilities and services; or that conditions can be imposed to lessen any adverse impacts on such facilities and services.	BF
6. Burden of Proof. The applicant has the burden of proving that the proposed conditional use meets all of the criteria in subsection B of this section.	BF

ANY ADDITIONAL COMMENTS

BFL
Applicant

5/3/2024
Date

BEN FLOYD
Last Name

5/3/2024
Date Submitted

124 KNUTSON DR
Project Address

Business Plan

Our primary residence is 124 Knutson. We plan on keeping that as our primary residence for the foreseeable future. Upon completion of a residence at 126 Knutson we want to reside there from April 15 - Sept 15. During those months we would short term rent 124 Knutson. Upon completion of "tourist season" we would move back into our primary residence at 124 Knutson and attempt to rent 126 Knutson on a 6 month lease.

We would be hands on managers of the short term rental at 124 Knutson. We would handle the cleaning and garbage removal in between guests. Garbage would be kept in the garage and clearly stated to guests to not leave trash outdoors in order to mitigate bear traffic in the neighborhood.

124 Knutson is a 2500sq ft house with 4 bedrooms and 3 full baths. We want the max occupancy at 6 guests to not overburden the neighborhood or the capabilities of the house. We will also be living next door to help guests with any problems and make an introduction to the policies of 124 Knutson. We also recognize there are other families in the neighborhood (which is a quiet neighborhood with minimal traffic) and want to respect that. We would have quiet hours posted of 9pm.