

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: SSSC would like to partner with Our Town Catering and

Alaska Coach Tours to enhance visitor options in downtown Sitka. This proposal would allow for

minimal food preparation on site at SSSC and served to visitors on pre-booked tours through ACT.

This partnership would decrease bus traffic around SSSC and aid in visitor distribution.

PROPERTY INFORMATION:

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

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

APPLICANT INFORMATION:

PROPERTY OWNER: Sitka Sound Science Center

PROPERTY OWNER ADDRESS: 834 Lincoln St, Sitka

STREET ADDRESS OF PROPERTY: 834 Lincoln St, Sitka

APPLICANT'S NAME: Chance Gray

MAILING ADDRESS: 834 Lincoln St, Sitka

EMAIL ADDRESS: cgray@sitkascience.org DAYTIME PHONE: 907-903-5506

Cgray
Last Name

10/14/24
Date Submitted

834 Lincoln St
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: Site plan narrative


For Marijuana Enterprise Conditional Use Permits Only:

- ☐ AMCO Application

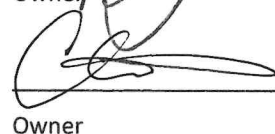
For Short-Term Rentals and B&Bs:

- ☐ 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.

 SSSC Executive Director
Owner

10/14/24
Date

 SSSC Operations Director
Owner

10/14/24
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

Grog
Last Name

10/14/24
Date Submitted

834 Lincoln St
Project Address



CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT SUPPLEMENTAL APPLICATION FORM CONDITIONAL USE PERMIT

APPLICATION FOR ALL OTHER CONDITIONAL USE PERMITS (EXCLUDING SHORT-TERM RENTAL AND BED & BREAKFAST)

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

- Hours of operation: _____
9 am - 4 pm during visitor season (May-September)

- Location along a major or collector street: Lincoln St, east of Jeff Davis St
Location on property of proposed activities would not impact any major street

- Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses:
Vehicular traffic would decrease and be more scheduled with this proposal

- Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario: _____
None, there is no alternative street access to SSSC

- Effects on vehicular and pedestrian safety: _____
Improved vehicular and pedestrian safety with reduced and more scheduled bus traffic

- Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: _____
No change

- Describe the parking plan & layout: Bus parking would remain unchanged at SSSC.
There is currently one designated bus parking stall

- Proposed signage: No new signage is required.

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

No new buffers are proposed

- **Amount of noise to be generated and its impacts on neighbors:**

Noise generation would be reduced with reduced bus traffic. Pedestrian noise would be unchanged

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

Minor food prep would occur at SSSC and may produce food odors.

Visitors would be chaperoned by SSSC staff members throughout visit. No security changes.

Visitors would be chaperoned by SSSC staff members throughout visit. No safety changes.

SSSC has already increased waste management capacity (additional cans) and additional pick-up days. We would continue this practice to deal with food waste.

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

By reducing bus traffic and having tighter coordination with scheduling, this proposal would reduce impacts on neighbors. Other site management practices would be unchanged.









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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;	
b. Adversely affect the established character of the surrounding vicinity; nor	
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.	
2. The granting of the proposed <u>conditional use</u> permit is consistent and compatible with the intent of the goals, objectives and policies of the <u>comprehensive plan</u> and any implementing regulation.	
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.	
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.	
5. The <u>conditional use</u> 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.	
6. Burden of Proof. The <u>applicant</u> has the burden of proving that the proposed <u>conditional use</u> meets all of the criteria in subsection B of this section.	

ANY ADDITIONAL COMMENTS The Science Center has worked hard since its creation
to be community focused. This proposed conditional use expansion would continue that by sharing
the burden of visitors and reducing visitor impacts to the residential side of Lincoln Street.
Food is currently served at SSSC through a pre-existing use acknowledgment from CBS.


Applicant

10/14/24
Date

Gray
Last Name

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83A Lincoln St
Project Address

SSSC Site Plan Narrative

SSSC would like to prepare and serve food, in partnership with Our Town Catering, in the back yard of 834 Lincoln St. This area is currently utilized by our existing education, research, and hatchery operations as well as by tours for SSSC visitors. The proposed use would be an expansion of time and experience for our existing tour offerings. This conditional use permit is not seeking to add visitor or bus traffic to our site. We receive visitors by bus currently, this proposal would result in the same visitors spending more time at SSSC. This would effectively reduce bus traffic by increasing the time each bus is parked at SSSC.

The food portion of the tour (that this conditional use permit application is seeking) would be located behind SSSC and away from the street. It would occupy an area of approximately 30 ft x 40 ft, marked in the blue box on the included site plan. This food service would not be available to all visitors, only those who pre-booked the food tour with Alaska Coach Tours.

Food would not be prepared, served, or consumed in a permanent structure. Temporary tents may be erected on rainy days to provide shelter. No additional power, plumbing, or grounds work is proposed.