



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: Leased Area w/State of
Alaska; tidebanks survey 1753

PROPERTY INFORMATION:

CURRENT ZONING: Island PROPOSED ZONING (if applicable): N/A

CURRENT LAND USE(S): Residential PROPOSED LAND USES (if changing): N/A

APPLICANT INFORMATION:

PROPERTY OWNER: Ricky Smith

PROPERTY OWNER ADDRESS: _____

STREET ADDRESS OF PROPERTY: Tract F, Gilmore Island

APPLICANT'S NAME: Beita Speck, Attorney

MAILING ADDRESS: PO Box 6458, Sitka 99835

EMAIL ADDRESS: bspecklaw@attlock.com DAYTIME PHONE: 907-738-2742

Speck for Ricky Smith

Last Name

Date Submitted

Tract F Gilmore Island

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.

Rick Smith

Ricky Smith (Jul 29, 2025 14:35:41 AKDT)

Owner

29/07/25

Date

Owner

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.

[Signature]
Applicant (If different than owner)

7/25/25
Date

Speck for Ricky Smith
Last Name

Date Submitted

Tract F, Gilmae Island
Project Address






RSmith_2025-07-28_14272

Final Audit Report

2025-07-29

Created:	2025-07-28
By:	Brita Speck (specklaw@ptialaska.net)
Status:	Signed
Transaction ID:	CBJCHBCAABAAUNqgtwXTDO2uVT-z3vtXnmaNyd6U90Dc

"RSmith_2025-07-28_14272" History

-  Document created by Brita Speck (specklaw@ptialaska.net)
2025-07-28 - 10:30:35 PM GMT- IP address: 75.127.12.179
-  Document emailed to Ricky Smith (rsmith@progeny3.com) for signature
2025-07-28 - 10:30:39 PM GMT
-  Email viewed by Ricky Smith (rsmith@progeny3.com)
2025-07-28 - 10:30:48 PM GMT- IP address: 72.153.153.17
-  Document e-signed by Ricky Smith (rsmith@progeny3.com)
Signature Date: 2025-07-29 - 10:35:41 PM GMT - Time Source: server- IP address: 98.97.35.104
-  Agreement completed.
2025-07-29 - 10:35:41 PM GMT



Adobe Acrobat Sign



CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT SUPPLEMENTAL APPLICATION FORM PLAT APPLICATION

APPLICATION FOR

- ☐ MAJOR SUBDIVISION/PLANNED UNIT DEVELOPMENT
- ☐ MINOR SUBDIVISION/HYBRID SUBDIVISION
- ☐ SUBDIVISION REPLAT/LOT MERGER/EASEMENT AMENDMENT
- ☐ BOUNDARY LINE ADJUSTMENT

ANALYSIS: (Please address each item in regard to your proposal)

- SITE/DIMENSIONS/TOPOGRAPHY: Island

- EXISTING UTILITIES AND UTILITY ROUTES: N/A

- PROPOSED UTILITIES AND UTILITY ROUTES: N/A

- ACCESS, ROADS, TRANSPORTATION, AND MOBILITY: Approval for dock/tidelands survey under state DNR application requiring city signature.
- IMPACT OF PROPOSAL ON ANY EXISTING EASEMENTS: N/A

- PUBLIC HEALTH, SAFETY, AND WELFARE: N/A

- ACCESS TO LIGHT AND AIR: N/A

Spec for Ricky Smith 7/25/25 Tract F Ceilmoe Island
Last Name Date Submitted Project Address

• ORDERLY AND EFFICIENT LAYOUT AND DEVELOPMENT: N/A

• DESCRIBE ALL EXISTING STRUCTURES, THEIR USE, AND PROXIMITY TO PROPOSED PROPERTY LINES:

privately owned property access; state
survey required

• EXISTENCE OF ANY ENCROACHMENTS: N/A

• AVAILABILITY OF REQUIRED PARKING: N/A

• SUMMARY OF PROPOSED EASEMENT AGREEMENTS OR COVENANTS: N/A

ANY ADDITIONAL COMMENTS _____


Applicant

7/25/25
Date

Speck Attorney
for Ricky Smith
Last Name Date Submitted

Tract F Gilmore
Island
Project Address



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Natural Resources

DIVISION OF MINING, LAND & WATER
Survey Section

550 West 7th Avenue, Suite 650
Anchorage, Alaska 99501-3576
Main: 907.269.8523
TTY: 711 or 800-770-8973
Fax: 907.269.8916

PLATTING AUTHORITY PLAT APPROVAL STATUS

Platting Authority: _____

Platting Authority File #: _____

DNR File #: _____

I have reviewed the final plat for _____ and have determined that the plat requires no further correction at this time and is ready for signatures. DNR will be notified if further corrections or additions are required by the platting authority after the final plat mylars have been signed and submitted for approval and recording.

Platting Officer

Date

Comments:
