



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: Subdivide Lot 2, Baranof Subdivision #2 into two lots.

The new interior line coincides with the existing 20' access easement eastern boundary.

PROPERTY INFORMATION:

CURRENT ZONING: C2 PROPOSED ZONING (if applicable): Unchanged

CURRENT LAND USE(S): Convenience Center PROPOSED LAND USES (if changing): Unchanged

APPLICANT INFORMATION:

PROPERTY OWNER: Albertsons Companies Inc.

PROPERTY OWNER ADDRESS: 250 E. Parkcenter Blvd. Boise, ID 83706

STREET ADDRESS OF PROPERTY: 1211 Sawmill Creek Road, Sitka, AK 99835

APPLICANT'S NAME: Bell & Associates (ATTN: Werner Macedo)

MAILING ADDRESS: 801 W. Fireweed Ln. Suite 201, Anchorage, AK 99503

EMAIL ADDRESS: [REDACTED] DAYTIME PHONE: [REDACTED]

Last Name

Date Submitted

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.

Albertsons Companies Inc. (See Attached Letter of Authorization)

7/8/2026

Owner

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.

Bell & Associates



7/8/2026

Applicant (If different than owner)

Date

Last Name

Date Submitted

Project Address



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:** The site consists of a mostly developed 40,000 S.F. level lot w/ a convenience store on the west side of a 20' access esmt, and level gravel yard on the east side of the access esmt. The proposal is to create an interior lot line along the east boundary of the access easement, creating two lots of approx. 66'x144', and approx. 144'x200'.
- **EXISTING UTILITIES AND UTILITY ROUTES:** There are two existing easements (15' sewer, and 20' water/communication/electric) easements across Lot 2, serving Lot 1.
- **PROPOSED UTILITIES AND UTILITY ROUTES:** None
- **ACCESS, ROADS, TRANSPORTATION, AND MOBILITY:** The existing lot has access to Sawmill Creek Rd. The proposed lot line doesn't affect existing access, or the existing 20' access easement.
- **IMPACT OF PROPOSAL ON ANY EXISTING EASEMENTS:** None. The proposed interior lot line coincides with the 20' access easement boundary. No proposed land use change.
- **PUBLIC HEALTH, SAFETY, AND WELFARE:** The proposal doesn't affect existing use or access. It also does not create public health, safety, and welfare issues.
- **ACCESS TO LIGHT AND AIR:** The proposal does not affect existing access to light and air.

- **ORDERLY AND EFFICIENT LAYOUT AND DEVELOPMENT:** The convenience store lot is developed. The proposed lot line does not interfere with existing use or access.
- **DESCRIBE ALL EXISTING STRUCTURES, THEIR USE, AND PROXIMITY TO PROPOSED PROPERTY LINES:**
There is an existing 1-story gas station/convenience store located 109' west of the existing Lot 2 east boundary. The proposed interior lot line would reduce this to distance to
to approximately 38' feet.
- **EXISTENCE OF ANY ENCROACHMENTS:** Signpost block along the west boundary, near the NW cor.
Chain-link fence along the east boundary line, near the NE cor.
- **AVAILABILITY OF REQUIRED PARKING:** The proposed lot line would not reduce the existing number of parking spaces.
- **SUMMARY OF PROPOSED EASEMENT AGREEMENTS OR COVENANTS:** Existing Easement Maintenance Agreement recorded under Serial No. 2006-002132-0. No new proposed agreements or covenants.

ANY ADDITIONAL COMMENTS

Bell & Associates



Applicant

07/08/2026

Date

Last Name

Date Submitted

Project Address