



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: We would like to merge 135 Knutson Dr and 137 Knutson Dr. Please see attached document for details.

PROPERTY INFORMATION:

CURRENT ZONING: R PROPOSED ZONING (if applicable): _____
 CURRENT LAND USE(S): single family home PROPOSED LAND USES (if changing): _____

APPLICANT INFORMATION:

PROPERTY OWNER: Allison Massey Mica Trani
 PROPERTY OWNER ADDRESS: 135 Knutson Dr
 STREET ADDRESS OF PROPERTY: 135 Knutson Dr
 APPLICANT'S NAME: Allison Massey
 MAILING ADDRESS: 135 Knutson Dr
 EMAIL ADDRESS: [REDACTED] DAYTIME PHONE: [REDACTED]

Massey 4/24/26 135 & 137 Knutson
 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.

Alison Massey
Owner

4/24/26
Date

[Signature]
Owner

4/24/26
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

Massey
Last Name

4/24/26
Date Submitted

135 Knutson 137 Knutson
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:** _____

135 Knutson - 15,584 S.F.

137 Knutson - 11,195 S.F.

• **EXISTING UTILITIES AND UTILITY ROUTES:** no impact

• **PROPOSED UTILITIES AND UTILITY ROUTES:** no impact

• **ACCESS, ROADS, TRANSPORTATION, AND MOBILITY:** no impact

• **IMPACT OF PROPOSAL ON ANY EXISTING EASEMENTS:** no impact

• **PUBLIC HEALTH, SAFETY, AND WELFARE:** no impact

• **ACCESS TO LIGHT AND AIR:** no impact

Massey
Last Name

4/24/26
Date Submitted

135 + 137 Knutson
Project Address

• ORDERLY AND EFFICIENT LAYOUT AND DEVELOPMENT: no impact

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

A portion of the foundation is over the property line. North side of the house (135 Knutson Dr) provides access to the basement via exterior stairs. Exterior stairs built over the property line.

• EXISTENCE OF ANY ENCROACHMENTS: foundation & stairs.

• AVAILABILITY OF REQUIRED PARKING: good

• SUMMARY OF PROPOSED EASEMENT AGREEMENTS OR COVENANTS: Proposing merging the two lots of 135 Knutson & 137 Knutson Dr.

ANY ADDITIONAL COMMENTS

Allison Massey
Applicant

4/24/26
Date

Massey
Last Name

4/24/26
Date Submitted

135 & 137 Knutson
Project Address

Allison Massey & Mica Trani

135 Knutson Drive / 137 Knutson Drive

Context of application:

When purchasing 135 Knutson Drive in the spring of 2022, the sellers were tasked with adjusting the lot line between 135 Knutson Drive and 137 Knutson Drive due to encroachment issues. Specifically, a portion of the foundation was over the property line as well as the north side of the house provides an outside staircase to access the basement; this exterior staircase was built over the property line as well. The sale of 135 Knutson drive went through, but the property line adjustment was never completed by the seller's realtor (even though it was a contingency of the sale).

In spring of 2025, current owners of 135 Knutson Drive (Allison Massey and Mica Trani) discovered the property line adjustment had never been done and there was still an encroachment issue. Current owners contacted the seller's agent and contacted the (now) previous owner of 137 Knutson Drive, they were unwilling to do a lot line adjustment. The only option presented to Allison and Mica was to purchase the entire lot of 137 Knutson Drive.

The purchase of 137 Knutson Drive was completed in spring of 2025; making Allison Massey and Mica Trani owners of both 135 Knutson and 137 Knutson. Now we would like to merge the two lots to completely remove any encroachment issues.