



# 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:** The applicant and owner of Lot 62, Pinehurst Addition and adjacent Lot 48, Amended Pinehurst Addition, with to combine the two lots into one, approximate 11,572 square foot lot (see attached drawing). The lots are situated between Merrill Street to the south, and undeveloped Geodetic Way to the north.

**PROPERTY INFORMATION:**

CURRENT ZONING: R1                      PROPOSED ZONING (if applicable): N/A

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

**APPLICANT INFORMATION:**

PROPERTY OWNER: Clayton and Ashleigh Stromquist

PROPERTY OWNER ADDRESS: 1302 Sawmill Creek Road, #31

STREET ADDRESS OF PROPERTY: 605 Merrill Street and 604 Geodetic Way

APPLICANT'S NAME: Kelly O'Neill for Clay and Ashleigh Stromquist

MAILING ADDRESS: 2007 Cascade Creek Road

EMAIL ADDRESS: koneill@north57ls.com                      DAYTIME PHONE: 907-747-6700

<u>Stromquist</u>	<u>April 2, 2024</u>	<u>605 Merrill Street</u>
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.

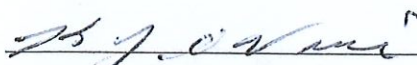
  
\_\_\_\_\_  
Owner

4/5/2024  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Owner

4/5/2024  
\_\_\_\_\_  
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)

April 2, 2024  
\_\_\_\_\_  
Date

Stromquist  
\_\_\_\_\_  
Last Name

April 2, 2024  
\_\_\_\_\_  
Date Submitted

605 Merrill Street  
\_\_\_\_\_  
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:** \_\_\_\_\_  
 refer to attached drawing for lot dimensions. The site consists of two, somewhat staggered, lots between the developed roadway of Merrill Street and undeveloped Geodetic Way.
- **EXISTING UTILITIES AND UTILITY ROUTES:** Municipal water and sewer mains are available within the Merrill Street right of way.
- **PROPOSED UTILITIES AND UTILITY ROUTES:** Water and sewer stubouts already exists to the lot per the City's utility service detail drawings.
- **ACCESS, ROADS, TRANSPORTATION, AND MOBILITY:** The combined lots are accessible from Merrill Street immediately adjacent to the south.
- **IMPACT OF PROPOSAL ON ANY EXISTING EASEMENTS:** Easements are not expected to be impacted.
- **PUBLIC HEALTH, SAFETY, AND WELFARE:** No issues have been identified that might public health, safety, and welfare.
- **ACCESS TO LIGHT AND AIR:** No issues expected to impact access to light and air.

Stromquist

April 2, 2024

605 Merrill Street

Last Name

Date Submitted

Project Address

• ORDERLY AND EFFICIENT LAYOUT AND DEVELOPMENT: \_\_\_\_\_

\_\_\_\_\_

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

At present, the two lots are vacant of structures.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

• EXISTENCE OF ANY ENCROACHMENTS: None identified at this time.

\_\_\_\_\_

• AVAILABILITY OF REQUIRED PARKING: Some parking is available on Merrill Street. Combining the  
lots will provide more options for lot parking if needed.

\_\_\_\_\_

• SUMMARY OF PROPOSED EASEMENT AGREEMENTS OR COVENANTS: None proposed.

\_\_\_\_\_

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**ANY ADDITIONAL COMMENTS** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Clayton and <sup>Ashleigh</sup> Ashley Stromquist  
Applicant

April 2, 2024  
Date

Stromquist

Last Name

4/2/24

Date Submitted

605 Merrill Street

Project Address