



## 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: Adding two apartments for long term  
rent in downtown Sitka.

### PROPERTY INFORMATION:

CURRENT ZONING: B-1 PROPOSED ZONING (if applicable): \_\_\_\_\_

CURRENT LAND USE(S): 2 Apartments PROPOSED LAND USES (if changing): 4 Apartments

### APPLICANT INFORMATION:

PROPERTY OWNER: PETER & LINDA JONES

PROPERTY OWNER ADDRESS: 4118 HPR SITKA AK 99835

STREET ADDRESS OF PROPERTY: 200 BARANOF ST

APPLICANT'S NAME: Jake Trierschield

MAILING ADDRESS: P.O. Box 616

EMAIL ADDRESS: [REDACTED] DAYTIME PHONE: 907 738 9989

Trierschield 9-8-25 200 Baranof St.  
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.

Peter Jones  
Owner

8-27-25  
Date

Linda M. Jones  
Owner

8-27-25  
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.

Jake Trierschield  
Applicant (If different than owner)

9-3-25  
Date

Trierschield  
Last Name

9-8-25  
Date Submitted

200 Baranof 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: N/A
- Location along a major or collector street: Located directly on Baranof st with access from Oja st. and Etolin st. as well
- Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses:  
Small increase to vehicle traffic
- Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario: All site access is through paved city streets.
- Effects on vehicular and pedestrian safety: Nominal, adding two residences to a residential area
- Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: Very good access from 3 large roadways
- Describe the parking plan & layout: 6 10' wide parking spaces off etolin st.  
6 10' wide parking spaces off Oja st.
- Proposed signage: N/A

Trierschield

Last Name

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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 buffers on property

- Amount of noise to be generated and its impacts on neighbors: Low 2 residences added on Baranof St. Side of building over 50' away from nearest R-1 used property.

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

Odor/Waste management: No more odor than a standard residence in the area, all residences will have trash cans.

Safety/Security: Having direct Baranof St. access adds minimal traffic (walking or driving) to the residential neighborhood on Oja St. and Etolin St.

Building is located in a prominent well lit area.

Tenant background checks will be requested

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

Owner/manager will be living on premise.

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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;	JT
b. Adversely affect the established character of the surrounding vicinity; nor	JT
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.	JT
2. The granting of the proposed <u>conditional use permit</u> is consistent and compatible with the intent of the goals, objectives and policies of the <u>comprehensive plan</u> and any implementing regulation.	JT
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.	JT
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.	JT
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.	JT
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.	JT

ANY ADDITIONAL COMMENTS The property offers potential  
longterm rentals to downtown Sitka with little  
to no effect on the enviroment or nearby residencies.

Jake Trierschield  
Applicant

9-3-25  
Date

Trierschield  
Last Name

9-8-25  
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