

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.)

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.

Maggie Malicoat

 Owner

3/2/26

 Date

Kai Malicoat

 Owner

3/2/26

 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.

Maggie and Kai Malicoat

 Applicant (If different than owner)

3/2/26

 Date

Malicoat	3/2/26	Malicoat
Last Name	Date Submitted	Project Address



CITY AND BOROUGH OF SITKA
 PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT
 SUPPLEMENTAL APPLICATION FORM
 CONDITIONAL USE PERMIT

APPLICATION FOR

- MARIJUANA ENTERPRISE
- SHORT-TERM RENTAL OR BED AND BREAKFAST
- OTHER: _____

CRITERIA TO DETERMINE IMPACT – SGC 22.24.010(E) *(Please address each item in regard to your proposal)*

- **Hours of operation:** During June, July, and August our rental would operate as a short-term rental and the remainder of the year our rental would operate as long-term housing.

- **Location along a major or collector street:** our home is located along Halibut Point Road.

- **Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses:**
We will be putting a 1 car restriction for our renters and additionally we think we can often assume many short-term guests will rely on bus and local cab transportation.

- **Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario:** we live right on Halibut Point Road with our driveway accessed directly from the main road.

- **Effects on vehicular and pedestrian safety:** _____
We don't believe there will be negative effects on vehicular or pedestrian safety and think most short-term renters would rely even less on personal vehicles than long-term renters. Additionally, no neighbors share the driveway.

- **Ability of the police, fire, and EMS personnel to respond to emergency calls on the site:**
Our home and rental are easily accessible due to access being directly off Sitka's main roadway system.

- **Describe the parking plan & layout:** As outlined in renter handout, renters are allowed 1 parking spot directly in front of dwelling.

- **Proposed signage:** house numbers already on dwelling and there will be a small, designated parking plaque.

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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:**

We are proposing no additional buffers on the site, but our house is separated from all surrounding neighbors by retaining walls, trees, and/or roadways – we have no neighbors who share a driveway and/or are directly next to us.

- **Amount of noise to be generated and its impacts on neighbors:** Our renter handout includes specified quiet hours of 9pm-8am. This apartment is also newly constructed with excellent sound proofing/insulation. There are no designated outdoor recreation spaces for the renters, further increasing the chances that noise will NOT be an issue for our neighbors.
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- **Other criteria that surface through public comments or planning commission review (odor, security, safety, waste management, etc):**
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As specified in our renter handout, short-term renters are to let us know if garbage exceeds indoor receptacles and we can dispose of their garbage in our garage cans. They will be instructed to never, under any circumstances, leave any bear attractants outside, and will not be allowed to clean or process any fish or other foods.

- **Mitigation/ Management Plan (How will site be managed to ensure low/no impact on neighbors?)**
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There are no offered outdoor recreation spaces. Renters will exclusively be enjoying amenities in a well sound proofed space, with designated quiet hours clearly defined on renter's handout. It would not interfere with any neighboring houses, as none of them come into direct contact with our home or driveway.

Malicoat

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2406 Halibut Point Rd

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

ANY ADDITIONAL COMMENTS _____

PLEASE SEE ATTACHED LETTER

Maggie & Kai Malicoat

 Applicant

3/1/26

 Date

Malicoat

 Last Name

3/1/26

 Date Submitted

2406 Halibut Point Rd

 Project Address

Thank you for taking the time to thoughtfully review and consider our application.

We want to share a bit more context that we couldn't fully capture in the application. We are Kai and Maggie Malicoat (formerly Dunlap), parents to two young daughters—Lucy (3) and Mia (1). Sitka has been home for most of our lives, and it is where we are committed to raising our family. We are proud to be year-round residents and are doing everything we can to build a stable, sustainable life here.

We understand and respect the intent behind ADU restrictions, particularly the goal of increasing long-term housing availability. That said, our journey to this point has required years of saving and significant financial investment. After purchasing our single-family home, we poured our remaining resources into building the garage and apartment with the intent of offering it as a long-term rental.

However, the project required more time and financial resources than anticipated. While we recognize that this is a common experience, it has left us in a position where we are working hard to regain financial stability—especially in the face of Sitka's rising cost of living. At present, we are doing our best to stay afloat while supporting our growing family.

The ability to operate the unit as a short-term rental during peak summer months (June through August) would provide critical, temporary financial relief. For reference, our families average monthly expenses including childcare, mortgages, health insurance, groceries, and utilities come to \$10,617. The short-term rental at 80% occupancy for the 3-month peak season would provide our family a projected \$25,500, whereas the long-term rental would provide \$7,500 during that same time. This \$18,000 difference would make a meaningful impact in helping our family regain financial stability.

We fully recognize that managing a short-term rental is labor-intensive, and it is not something we intend to rely on long-term. Our goal remains to transition to full-time long-term housing once we are on more stable financial footing. If granted permission to operate as a short-term rental during that three-month period, we want to clarify that outside of this relatively short span of time, the property will be offered as a long-term rental, providing valuable housing for an individual or a couple during the remaining nine months.

We understand that this request exists within a broad and complex housing framework, and that ADU policies serve an important purpose. At the same time, we hope there may be room for flexibility or thoughtful amendments that acknowledge the realities faced by local, year-round families—those who are not seeking excess profit, but simply working hard to remain in the community they call home.

We appreciate your time, consideration, and willingness to engage with perspectives like ours.
Kai and Maggie Malicoat