

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.

Rob Allen
Rob Allen (Mar 25, 2026 11:29:36 AKDT)
Owner

03/25/2026
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.

[Signature]
Applicant (If different than owner)

03/25/2026
Date

<u>Guthrie</u>	<u>03/25/2026</u>	<u>200 Katlian Ave</u>
Last Name	Date Submitted	Project Address



CITY AND BOROUGH OF SITKA
 PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT
 SUPPLEMENTAL APPLICATION FORM
 VARIANCE

APPLICATION FOR

- ZONING VARIANCE – MINOR EXPANSIONS, SMALL STRUCTURES, FENCES, SIGNS
- ZONING VARIANCE – MAJOR STRUCTURES OR EXPANSIONS
- PLATTING VARIANCE – WHEN SUBDIVIDING

RATIONALE - Alaska Statute 29.40.040(b)3 states that a variance may not be granted solely to relieve financial hardship or inconvenience. Explain why a variance is required for your project.

This project appends a new approximately 15' wide by 65' long carving shed with canopy to the Sheet'ká K̄wáan Naa Kahídi (STA community House) on Katlian Street. Three variances are required for this project: a lot coverage, a setback encroachment, a parking variance. The carving shed is purposefully being added to the Community House (and not build at another location) because of its significance as a downtown community and tourist attraction.

POTENTIAL IMPACTS (Please address each item in regard to your proposal)

- **TRAFFIC** No traffic impacts are expected as the majority of all visitors are expected to arrive by foot. One exception is that occasionally, when a totem is being in-loaded our out-loaded, Katlian Street will be very briefly temporarily blocked. We anticipate no more than 10 minutes will be required and that traffic can be directed around the blockage. We anticipate this would happen no more than four times per year.

- **PARKING** No parking impacts are expected as the majority of all visitors are expected to arrive by foot.

- **NOISE** No noise impacts are expected. The majority of all work is accomplished with hand tools and the shed is enclosed so that if noise ever becomes and issue, wall openings can be shut to mitigate it if necessary.

- **PUBLIC HEALTH AND SAFETY** No public health or safety impacts are anticipated. All materials and process used for carving work are natural and common in the region and no outflow of waste of any will occur other than the removal of wood chips to a proper disposal or reuse site/facility.

- **HABITAT** No impacts to habitat will occur.

- **PROPERTY VALUE/NEIGHBORHOOD HARMONY** The carving shed is a natural, culturally appropriate extension of the Sheet'ká K̄wáan Naa Kahídi which will enhance it and the surrounding property.

- **COMPREHENSIVE PLAN** We are not aware of any conflicts this project would have with the Comprehensive Plan.

Hurley on behalf of STA and NWA

20 March, 2026

200 Katlian St, Sitka, AK 99835

Last Name

Date Submitted

Project Address

REQUIRED FINDINGS (Choose **ONE** applicable type and explain how your project meets these criterion):

Major Zoning Variance (Sitka General Code 22.30.160(D)1)

Required Findings for Variances Involving Major Structures or Expansions. Before any variance is granted, it shall be shown:

a. *That there are special circumstances to the intended use that do not apply generally to the other properties. Special circumstances may include the shape of the parcel, the topography of the lot, the size or dimensions of the parcels, the orientation or placement of existing structures, or other circumstances that are outside the control of the property owner. Explain the special circumstances:*

The subject lot is small with little remaining open space to accommodate the carving shed and its need to have direct street access for totem load-in and load-out. The only available open space that meets this criteria is small, irregular in shape and immediately adjacent to a setback and easement. Three variances are requested, for lot coverage, setback encroachment and parking respectively. Please see narratives and supporting drawings attached to this application.

b. *The variance is necessary for the preservation and enjoyment of a substantial property right or use possessed by other properties but are denied to this parcel; such uses may include the placement of garages or the expansion of structures that are commonly constructed on other parcels in the vicinity. Explain the use/ enjoyment this variance enables:* _____

The carving shed represents a core activity of cultural significance to STA and is appropriate to be co-located with the Sheet'ká Kwáan Naa Kahídi. As a tourist attraction, it's presence encroaching into the Katlian setback is similar in nature to the presence of other attractions in the downtown area.

c. *The granting of such a variance will not be materially detrimental to the public welfare or injurious to the property, nearby parcels or public infrastructure. Initial Here* BK, NWA

Minor Zoning Variance (Sitka General Code 22.30.160(D)2)

Required Findings for Minor Expansions, Small Structures, Fences, and Signs.

a. *The municipality finds that the necessary threshold for granting this variance should be lower than thresholds for variances involving major structures or major expansions. My request should be considered a minor zoning variance because:* _____

b. *The granting of the variance furthers an appropriate use of the property. Explain the use or enjoyment this variance enables:* _____

c. *The granting of the variance is not injurious to nearby properties or improvements. Initial Here* _____

Platting Variance (Sitka General Code 21.48.010)

a. A variance from the requirements of this title may be granted only if the planning commission finds that the tract to be subdivided is of such unusual size and shape or topographical conditions that the strict application of the requirements of this title will result in undue and substantial hardship to the owner of the property. **Explain the conditions of the lot that warrant a variance:** _____

b. The granting of a platting variance will not be detrimental to the public safety, or welfare, or injurious to adjacent property. **Initial Here** _____

ANY ADDITIONAL COMMENTS _____



E David Hurley, AIA

20 March, 2026

Applicant

Date

Hurley on behalf of STA and NWA

22 March 2026

200 Katlian St, Sitka, AK 99835

Last Name

Date Submitted

Project Address



March 20th, 2026

Planning Commission
City and Borough of Sitka
Sitka, AK

RE: Sitka Tribe of Alaska Variance Request for Carving Shed Expansion to Sheet'ká K̄wáan Naa Kahídi (STA community House)

Planning Commission:

The following narratives are intended to supplement the information provided in the Supplemental Application Form for Zoning Variances, Major Zoning Variances, Part a.

Lot Coverage: Request for variance to increase lot coverage to 45.6%

The lot area is approximately 15,720 SF, and the existing community building is approximately 5,600 SF (gross), resulting in an existing building coverage of approximately 35.6 percent. Based on the Public Zone maximum lot coverage of 35 percent, it appears the existing building slightly exceeds the current coverage allowance.

The proposed attached carving shed addition includes approximately 964 SF of enclosed interior space and approximately 600 SF of covered exterior canopy, for a total additional covered footprint of approximately 1,564 SF. If both the interior area and the covered canopy are counted toward building coverage, total site coverage would increase to approximately 7,164 SF, or roughly 45.6% lot coverage.

Setbacks: Request for variance to decrease Katlian Street setback to two feet.

We understand the lot has frontage on both Katlian Street and Kaagaantaan Street, with 20-foot front setbacks applying to all street-facing lot lines and 10-foot side setbacks. Based on our review, it appears the existing building already encroaches into the current front setback, and we assume a 12-foot front setback variance was granted at the time of original construction.

Due to site constraints and the orientation of the existing building, accommodating the carving of full-length (approximately 60-foot) totem poles while meeting current setback requirements is challenging. The Sitka Tribe's intent is for the carving shed to be both functional and visible, allowing carving, teaching, and cultural demonstration to occur in a manner that engages Katlian Avenue and the broader community. We believe this intent aligns with the goals of the Public Zone. The only area of the site that meets STA's intent is the irregularly shaped area bordering Katlian Street. Siting the proposed carving shed at its minimal functional size in this area reduces the Katlian Street setback to two feet.

Parking:

Per SGC 22.20.100(G), Community/Assembly buildings require one off-street parking space for each ten seats or occupants. Based on an estimated seating capacity of approximately 196 persons, the minimum required off-street parking would be 20 spaces. As no off-street parking is currently provided on the site, we assume the existing building was either approved under a prior interpretation of the code or granted a parking variance.

Sean M Boily AIA
Principal Architect

James Bibb AIA
Principal Architect

E. David Hurley AIA
Principal Architect

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Juneau, AK 99801

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f.907.586.6181

The proposed carving shed project does not include addition of parking and indeed, there is no available space on the site to provide it. A variance to allow development of the carving shed to be executed with addition of off-street parking is requested.

END