



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: 5' set back from 15' to 10'
on both properties

PROPERTY INFORMATION:

CURRENT ZONING: _____ PROPOSED ZONING (if applicable): _____
 CURRENT LAND USE(S): _____ PROPOSED LAND USES (if changing): _____

APPLICANT INFORMATION:

PROPERTY OWNER: JAMES PENNY
 PROPERTY OWNER ADDRESS: 2013 ~~SMC~~
 STREET ADDRESS OF PROPERTY: 2013 SMC
 APPLICANT'S NAME: JAMES PENNY
 MAILING ADDRESS: 2013 SMC
 EMAIL ADDRESS: _____ DAYTIME PHONE: _____

James P. Penny 6/4/2020 2013 SMC
 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.

James P. Perry
Owner

6/4/2020
Date

James P. Perry
Owner

6/4/2020
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

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.

Want a 5' setback on both properties
Lot 2A-2 and Lot B-2. Between permant and
removable structure

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

- TRAFFIC only by household residents
- PARKING more than enough.
- NOISE none
- PUBLIC HEALTH AND SAFETY none
- HABITAT private residence
- PROPERTY VALUE/NEIGHBORHOOD HARMONY _____
- COMPREHENSIVE PLAN see note

James P. Penny 6/14/2024
 Last Name Date Submitted Project Address

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: _____

See comments below

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

ANY ADDITIONAL COMMENTS

The building on Lot 2A-2 is a permanent structure, solid metal-no wood. The building on lot 2B-2 is a removable storage shed w/ metal siding on a 6" metal skid - removable. Plans to move storage shed after house is built. The setback will change the distance between the two structures from 30' to 20'

James PENNY
Applicant

6/4/2026
Date

J. Penny
Last Name

6/4/2026
Date Submitted

Project Address