



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: Requesting a conditional use permit of our home, located at
103 Kramer Ave, Sitka AK 99835.

PROPERTY INFORMATION:

CURRENT ZONING: R-1 MH PROPOSED ZONING (if applicable): _____
 CURRENT LAND USE(S): _____ PROPOSED LAND USES (if changing): _____

APPLICANT INFORMATION:

PROPERTY OWNER: Kinney Living Trust - Matthew & Sidney Kinne
 PROPERTY OWNER ADDRESS: 103 Kramer Ave
 STREET ADDRESS OF PROPERTY: 103 Kramer Ave
 APPLICANT'S NAME: Matthew & Sidney Kinney
 MAILING ADDRESS: 103 Kramer Ave Sitka, AK 99835
 EMAIL ADDRESS: sidneyj410@hotmail.com DAYTIME PHONE: 9077381614

Kinney 9/26/24 103 Kramer Ave
 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.

Sidney Kinney
Owner

9/26/24
Date

[Signature]
Owner

9/26/24
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

Kinney
Last Name

9/26/24
Date Submitted

103 Kramer Ave.
Project Address

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; | SK |
| b. Adversely affect the established character of the surrounding vicinity; nor | SK |
| 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. | SK |
| 2. The granting of the proposed conditional use permit is consistent and compatible with the intent of the goals, objectives and policies of the comprehensive plan and any implementing regulation. | SK |
| 3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced. | SK |
| 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. | SK |
| 5. The conditional use 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. | SK |
| 6. Burden of Proof. The applicant has the burden of proving that the proposed conditional use meets all of the criteria in subsection B of this section. | SK |

ANY ADDITIONAL COMMENTS _____

Sidney Kinney

Applicant

9/26/2024

Date

Kinney

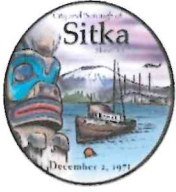
Last Name

9/26/24

Date Submitted

103 Kramer Ave

Project Address



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

APPLICATION FOR SHORT-TERM RENTALS AND B&B'S

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

- Hours of operation & quiet hours: Seven days week, quiet hours will be established as 8am - 10pm
June, July, August (Seasonal Fishing Family)
- Number of guests: 6 guest
- Location along a major or collector street: N/A
- Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses: Low to moderate, 1-2 vehicles, which is currently at the residence.
- Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario: No.
- Effects on vehicular and pedestrian safety: No.
- Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: Yes.
- Describe the parking plan & layout: Off easement/street parking, large enough for 4 vehicles if needed.
- Proposed signage: No.

Kinney
 Last Name

9/26/24
 Date Submitted

103 Kramer Ave.
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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:

Vacant lot behind us, with rock wall.

- Amount of noise to be generated and its impacts on neighbors: Low
-
-

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

Handbook - We will have a guest handbook that clearly states all the concerns we ourselves have as homeowners going into this. The last thing we would want would be to disrupt our neighbors or our own home due to carelessness in any way possible.

Waste management - we plan to include a waste management handbook that clearly states all garbage must be kept inside during there stay to ensure we don't have trouble with bears.

- Mitigation/ Management Plan (How will site be managed to ensure low/no impact on neighbors?)
Owners plan to be in Sitka while renting their home, if any complaints arise owners will be there to mitigate the problem. We will also be hiring a property manager to ensure there is always someone able upon any disruption to the daily lives of their neighbors.
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ANY ADDITIONAL COMMENTS _____

Sidney Kinney
 Applicant

9/26/2024
 Date

Kinney Last Name 9/26/24 Date Submitted 103 Kramer Ave Project Address