

CITY AND BOROUGH OF SITKA

Meeting Agenda - Final

Planning Commission

Wednesday, March 20, 2024

7:00 PM

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

II. CONSIDERATION OF THE AGENDA

III. CONSIDERATION OF THE MINUTES

A [PM 24-03](#) Approve the March 6, 2024 meeting minutes.

Attachments: [3-March 6 2024 DRAFT](#)

IV. PERSONS TO BE HEARD

(Public participation on any item off the agenda. All public testimony is not to exceed 3 minutes for any individual, unless the Chair imposes other time constraints at the beginning of the agenda item.)

V. PLANNING DIRECTOR'S REPORT

VI. REPORTS

B [MISC 24-02](#) Update from Sitka Community Land Trust.

VII. THE EVENING BUSINESS

C [CUP 24-02](#) Public hearing and consideration of a conditional use permit for a short-term rental at 419 Marine Street in the R-1 single-family and duplex residential district. The property is also known as Lot 31, Block 26, Spruce Glen Subdivision. The request is filed by Caitlin Way. The owners of record are Caitlin Way and Lesa Way.

Attachments: [CUP 24-02 Way 419 Marine Street STR Staff Report](#)

[A_CUP 24-02_Way_419 Marine Street STR Aerial](#)

[B_CUP 24-02_Way_419 Marine Street STR Plat](#)

[C_CUP 24-02_Way_419 Marine Street STR Site Plan](#)

[D_CUP 24-02_Way_419 Marine Street STR Floor Plan](#)

[E_CUP 24-02_Way_419 Marine Street STR Photos](#)

[F_CUP 24-02_Way_419 Marine Street STR Density Map](#)

[G_CUP 24-02_Way_419 Marine Street STR Renter Handout](#)

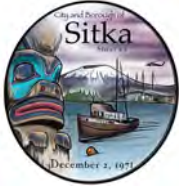
[H_CUP 24-02_Way_419 Marine Street STR Applicant Materials](#)

[I CUP 24-02 Way 419 Marine Street STR Affidavit](#)

VIII. ADJOURNMENT

NOTE: More information on these agenda items can be found at <https://sitka.legistar.com/Calendar.aspx> or by contacting the Planning Office at 100 Lincoln Street. Individuals having concerns or comments on any item are encouraged to provide written comments to the Planning Office or make comments at the Planning Commission meeting. Written comments may be dropped off at the Planning Office in City Hall or emailed to planning@cityofsitka.org. Those with questions may call (907) 747-1814.

Publish:



CITY AND BOROUGH OF SITKA

Minutes - Draft

Planning Commission

Wednesday, March 6, 2024

7:00 PM

Harrigan Centennial Hall

I. CALL TO ORDER AND ROLL CALL

Present: Darrell Windsor (Chair), Katie Riley, Wendy Alderson, Stacy Mudry, Robin Sherman
Excused: Thor Christianson (Assembly liaison)
Staff: Amy Ainslie, Kim Davis
Public: Joel Hanson, Thomas Ensign, Jay Stelzenmuller, Ariadne Will

Chair Windsor called the meeting to order at 7:00 PM

II. CONSIDERATION OF THE AGENDA

III. CONSIDERATION OF THE MINUTES

- A** [PM 24-02](#) Approve the February 21, 2024 meeting minutes.

**M-Alderson/S-Riley moved to approve the February 21, 2024 meeting minutes.
Motion passed 5-0 by voice vote.**

IV. PERSONS TO BE HEARD

Joel Hanson provided an update regarding the proposed community garden project. They had completed a survey, received an Army Corps permit, and had completed a site design for the layout of garden plots. Staff would send commissioners the concept drawing.

V. PLANNING DIRECTOR'S REPORT

Ainslie reported the short-term rental (STR) report was out to permit holders and responses were due by April 1. Staff would provide the STR report to commissioners at the April 17 or May 1 meeting.

VI. REPORTS

VII. THE EVENING BUSINESS

- B** [VAR 24-04](#) Public hearing and consideration of a zoning variance to reduce the front setbacks to 5' at 325 Eliason Loop in the R-1 single-family and duplex residential district. The property is also known as Lot 4, Block 5, Hillside Subdivision. The request is filled by Thomas Ensign. The owner of record is Thomas Ensign.

Ainslie introduced a request for a zoning variance to reduce both the front setbacks

from the north and east property lines from 14 feet to 5 feet at 325 Eliason Loop for the construction of a small round single-family home. The property was challenging to build on as a significant portion of the lot was a steep slope which limits the build-able area. Eliason Loop was a 50-foot developed city right-of-way (ROW) and Chirikov Drive was a 40-foot ROW that was partly developed. The undeveloped remainder extended uphill intersecting with Eliason Loop. The upper section of the ROW was heavily wooded and had significant elevation gain.

There was adequate space and visibility for ingress and egress with the proposed house oriented towards the east side of the lot. The driveway was at an angle from the middle of the lot with parking available for two vehicles. There were no visibility concerns for drivers on Eliason Loop as the structure would be far enough back from the drivable surface of the ROW to not interfere with sight lines. Staff recommended approval.

The applicant Thomas Ensign was present. He had no additional comments and commissioners asked about parking on the property. Ensign stated there was enough parking for two or more vehicles. Public comment from Jay Stelzenmuller was in favor of the variance stating the lot was steep and hard to develop. A letter read into public comment from Mike Vieira had concerns with adequate parking on the property and visibility on Eliason Loop if people parked on the street. Staff clarified on street parking was available unless otherwise posted. Commissioners had no additional discussions.

M-Riley/S-Mudry moved to approve the zoning variance for a reduction to the front setbacks at 325 Eliason Loop in the R-1-single-family/duplex residential district subject to the attached conditions of approval. The property was also known as Lot 4, Block 5, Hillside Subdivision. The request was filed by Thomas Ensign. The owner of record was Thomas Ensign. Motion passed 5-0 by voice vote.

M-Riley/S-Mudry moved to adopt and approve the required findings for variances involving major structures or expansions as listed in the staff report. Motion passed 5-0 by voice vote.

VIII. ADJOURNMENT

Chair Windsor adjourned the meeting at 7:26 PM



CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

Planning and Community Development Department

AGENDA ITEM

Case No: CUP 24-02
Proposal: Short-term rental
Applicant: Caitlin Way
Owners: Caitlin Way and Lesa Way
Location: 419 Marine Street
Legal: Lot 31, Block 26, Spruce Glen Subdivision
Zone: R-1 - Single-Family/Duplex Residential District
Size: 5,000 square feet
Parcel ID: 1-3662-000
Existing Use: Residential
Adjacent Use: Residential
Utilities: Existing
Access: Marine Street

KEY POINTS AND CONCERNS

- Applicant is requesting to rent out the second-floor apartment in their duplex.
- Parking is available on the property.
- Rental will be owner operated, owner lives on site.

ATTACHMENTS

Attachment A: Aerial
Attachment B: Plat
Attachment C: Site Plan
Attachment D: Floor Plan
Attachment E: Photos
Attachment F: Density Map
Attachment G: Renter Handout
Attachment H: Applicant Materials
Attachment I: Affidavit

BACKGROUND/PROJECT DESCRIPTION

The owner/applicant would like to utilize their primary residence at 419 Marine Street as a short-term rental (STR). The home is located in the R-1 single-family/duplex residential district on a 5,000 square foot (SF) lot with a house footprint of 1,456 SF. The home is being converted into a duplex, and the applicant is requesting to rent out the second-floor apartment. This is a studio apartment with one bath and space for 2-4 guests. The applicant is in the process of completing construction and a condition of approval will be a certificate of occupancy issued by the Building Department. The property is buffered by some vegetation and fencing on the sides and rear of the property. There is adequate parking for four vehicles, tandem on the northwest side and side by side on the south side. Access to the property is from Marine Street.

ANALYSIS

1. CRITERIA TO BE USED IN DETERMINING THE IMPACT OF CONDITIONAL USES.¹

a. Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses:

Applicant does not anticipate any significant increase in vehicular traffic versus long-term residential use.

b. Amount of noise to be generated and its impacts on surrounding land use: Short-term rentals have the potential to create noise from transient guests. As the maximum capacity is set at four guests, there is potential for increased noise. It is anticipated that noise generated by guests would be minimal. Quiet hours are set from 10pm-6am.

c. Odors to be generated by the use and their impacts: Potential odor impacts are in line with similar residential uses. Renters are instructed on garbage handling. Garbage shall be disposed of in municipal containers and in accordance with Sitka General Code requirements.

d. Hours of operation: Applicant will use the second dwelling intermittently through-out the year and will live onsite in the other unit.

e. Location along a major or collector street: Accessed from Marine Street.

f. Potential for users or clients to access the site through residential areas or substandard street creating a cut-through traffic scenario: Access is on Marine Street. The renter handout provides directions from Halibut Point Road onto Marine Street.

¹ § 22.25.010.E

g. Effects on vehicular and pedestrian safety: Visitors will be unfamiliar/less experienced with the road which can have mixed results (some may be more cautious, others less aware). However, this property is located on developed street that is intended to handle moderate traffic.

h. Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: Site is accessible to emergency services. Applicant does not anticipate a change from the current ability of emergency services personnel to access the site.

i. Logic of the internal traffic layout: The property has two driveways with parking available for four vehicles, tandem on the northwest side and side by side on the south side. Applicant anticipates one rental car with a four-guest max.

j. Effects of signage on nearby uses: Applicant has proposed signs to mark parking and directional signs to the entryway. All signs shall comply with Sitka General Code.

k. Presence of existing or proposed buffers on the site or immediately adjacent the site: The property is buffered by vegetation with fencing along the sides and rear of the property.

l. Relationship if the proposed conditional use is in a specific location to the goals, policies, and objectives of the comprehensive plan: A STR can help support the existing and growing tourism industry by providing transient guests with short-term housing options that allow the potential for more visitors to visit Sitka, bringing in money and creating opportunities for job creation and economic development. STRs also encourage housing redevelopment with the incentive of short-term rental income. However, STRs correlate with negative impacts to available housing stock for residents, long-term rental rates, and increased purchase prices for housing.

m. Other criteria that surface through public comments or planning commission review:
None.

RECOMMENDATION

Staff recommends approval of the request for a short-term rental at 419 Marine Street.

CONDITIONS OF APPROVAL

1. Activation of the permit is contingent upon first receiving a Certificate of Occupancy for the rental unit from the Building Department.
2. Contingent upon a completed satisfactory life safety inspection.
3. The facility shall be operated consistent with the application, narrative, and plans that were submitted with the request.
4. The applicant shall submit an annual report beginning in 2025, covering the information on the form prepared by the Municipality, summarizing the number of nights the facility has been rented over the twelve-month period starting with the date the facility began operation, bed tax remitted, any violations, concerns, and solutions implemented. The report is due within thirty days following the end of the reporting period.
5. The Planning Commission, at its discretion, may schedule a public hearing at any time for the purpose of resolving issues with the request and mitigating adverse impacts on nearby properties upon receipt of meritorious complaint or evidence of violation of conditions of approval.
6. Failure to comply with all applicable tax laws, including but not limited to remittance of all sales and transient lodging tax, shall be grounds for revocation of the conditional use permit.
7. The property owner shall register for a sales account prior to the Conditional Use Permit becoming valid.
8. To mitigate the impact of odor from the short-term rental and comply with bear attraction nuisance requirements, the property owner shall assure all trash is deposited in appropriately secured trash receptacles and only placed on street for collection after 4:00 a.m. on trash collection day.
9. To mitigate parking and traffic impacts, property owner shall provide detailed parking and traffic rules, and shall ensure all parking for all uses (residential or short-term rental) shall occur off-street, on-site, and further that should off-site parking occur at any time, the conditional use permit shall be revoked.
10. Any signs must comply with Sitka General Code 22.20.090.
11. A detailed rental overview shall be provided to renters detailing directions to the unit, transportation options, appropriate access, parking, trash management, noise control/quiet hours, and a general condition to respect the surrounding residential neighborhood. The renter handout shall include an advisory note to tenants to be mindful of vehicle and especially pedestrian traffic in the area, and to exercise caution coming and going from the property in motor vehicles.
12. The property owner shall communicate to renters that a violation of these conditions of approval will be grounds for eviction of the short-term renters.
13. Failure to comply with any of the above conditions may result in revocation of the conditional use permit.

Motions in favor of approval

1. **“I move to approve the conditional use permit for a short-term rental at 419 Marine Street in the R-1 - Single-Family/Duplex Residential District subject to the attached conditions of approval. The property is also known as Lot 31, Block 26, Spruce Glen Subdivision. The request is filed by Caitlin Way. The owners of record are Caitlin Way and Lesa Way.”**
2. **“I move to adopt and approve the required findings for conditional use permits as listed in the staff report.”**

The Planning Commission shall not approve a proposed development unless it first makes the following findings and conclusions:²

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:
 - a. Be detrimental to the public health, safety, and general welfare;
 - b. Adversely affect the established character of the surrounding vicinity; nor
 - 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; *because the property will retain its primary use as a residence and be monitored by the property owner to ensure that there are no resulting impacts or disturbances that would negatively affect health, safety, welfare, neighborhood character, or properties in the surrounding vicinity.*
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; *specifically, Action ED 6.5 and goals to promote housing affordability, in this case, for the homeowner.*
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced; *because the property will be monitored by the property owner to ensure that there are no resulting impacts, and opportunities for redress to the Planning Department and/or Planning Commission.*
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; *because no hazardous conditions are expected from the use of the property as a short-term rental.*
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; *because the property is located on a municipal right-of-way and is served by municipally maintained and operated utilities, no adverse impacts on such facilities or services are expected.*
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; *because the applicant has met the burden of proof through information provided in their application packet.*

² §22.10.160(C)—Required Findings for Conditional Use Permits



CERTIFICATE OF OWNERSHIP AND DEDICATION

I (we) hereby certify that I am (we are) the owner(s) of the property shown and described hereon and that I (we) hereby adopt this plan of subdivision with my (our) free consent, and dedicate all streets, alleys, walks, parks and other open spaces to public or private use as noted.

March 3, 1959

Date

Witnessed by

Witness

Witness

Owner

Owner

CERTIFICATE OF REGISTERED ENGINEER OR SURVEYOR

I hereby certify that I am a registered professional civil engineer and surveyor and that this Plat represents the survey made by me or under my direct supervision, and the and the monuments shown thereon actually exist as located, and that all dimensional and other details are correct.

March 3, 1959

Date

Registered Engineer or Surveyor

SEAL

CERTIFICATION OF APPROVAL BY THE BOARD

I hereby certify that the Subdivision Plat shown hereon has been found to comply with the Subdivision Regulations of the Sitka Planning Board, and that said Plat has been approved by the Board by Plat Resolution No. dated March 2, 1959, and that the Plat shown hereon has been approved for recording in the office of the United States Commissioner, ex-officio Recorder, Sitka.

Attest:

Secretary

SEAL

CERTIFICATION OF APPROVAL BY THE COUNCIL

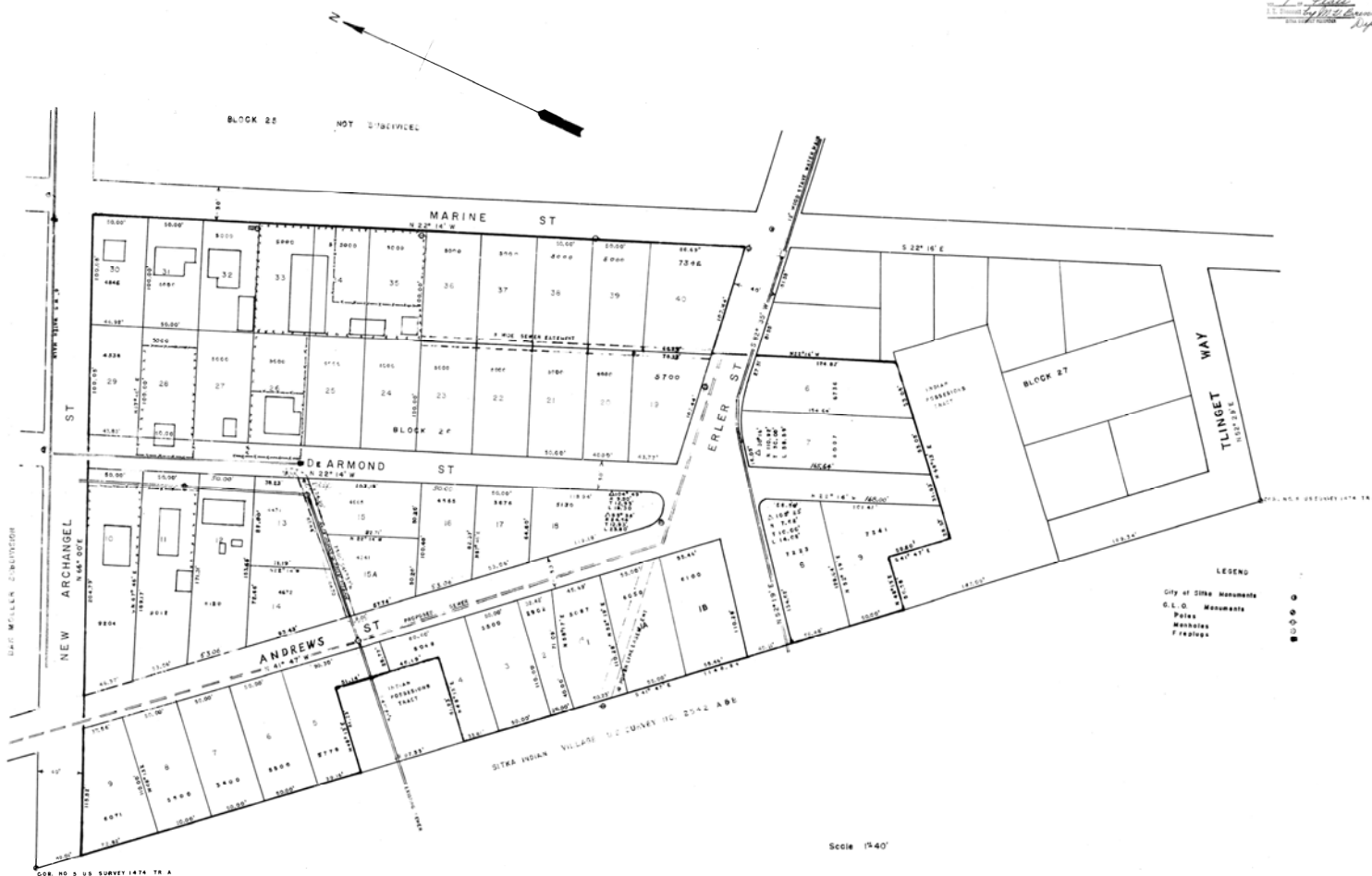
I hereby certify that the Subdivision Plat shown hereon has been found to comply with the Subdivision Regulations of the City of Sitka, and that said Plat has been approved by the Common Council as recorded in Minutes Book, page, dated, and that the Plat shown hereon has been approved for recording in the office of the United States Commissioner, ex-officio Recorder, Sitka, Alaska.

Date

Attest:

City Clerk

SEAL



SPRUCE GLEN SUBDIVISION

Block 26 and part of Block 27, U.S. Survey 1474 Tr "A"
 Owner Edna R. Gesslin
 Surveyed by John C. Fox and John D. Ballard
 Showing Sewer Easements and Relocation of Erler Street

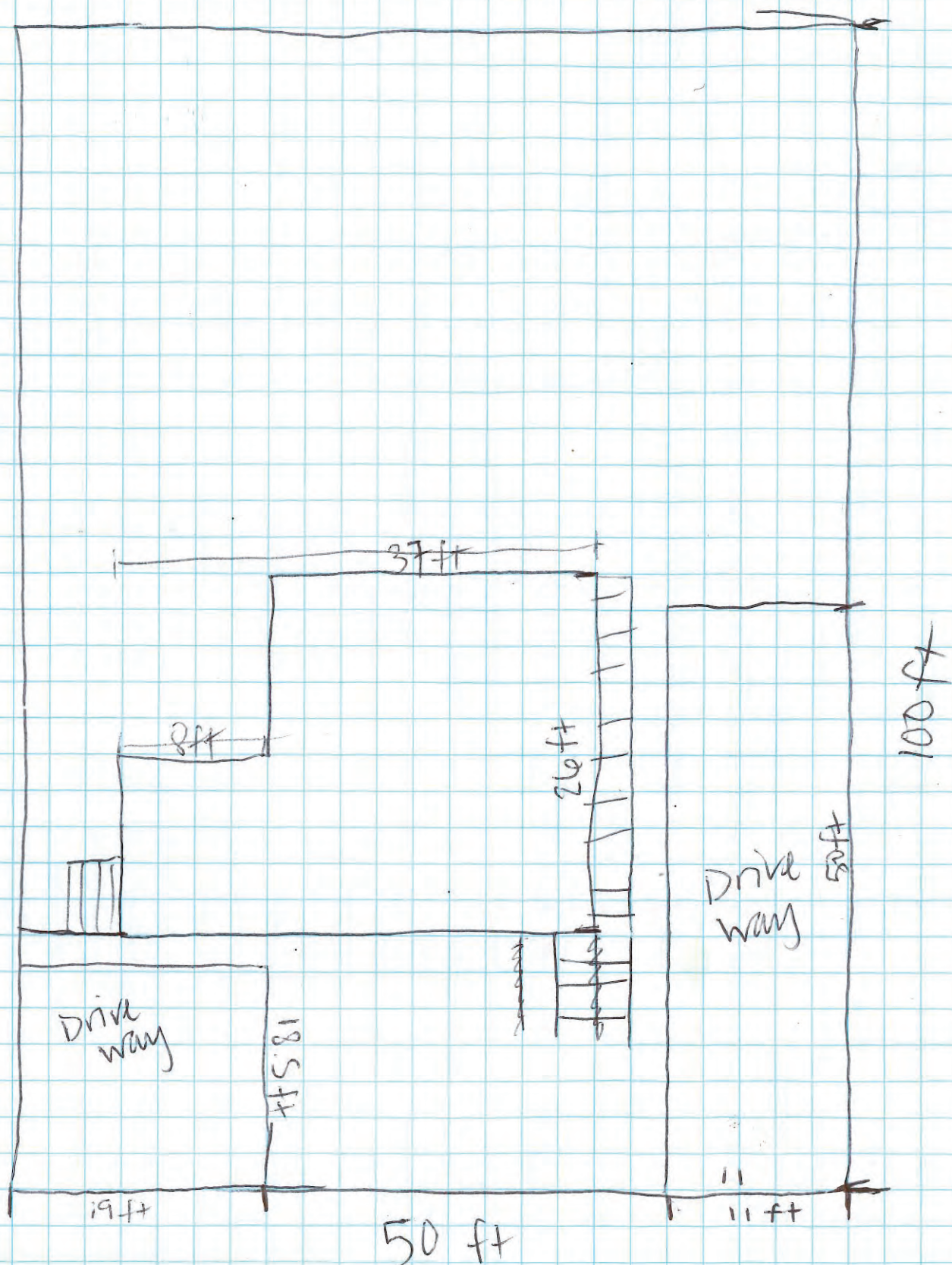
Edna R. Gesslin
 Owner No. 1 #2

SPRUCE GLEN SUBDIVISION

FILED: MAY 1, 1959

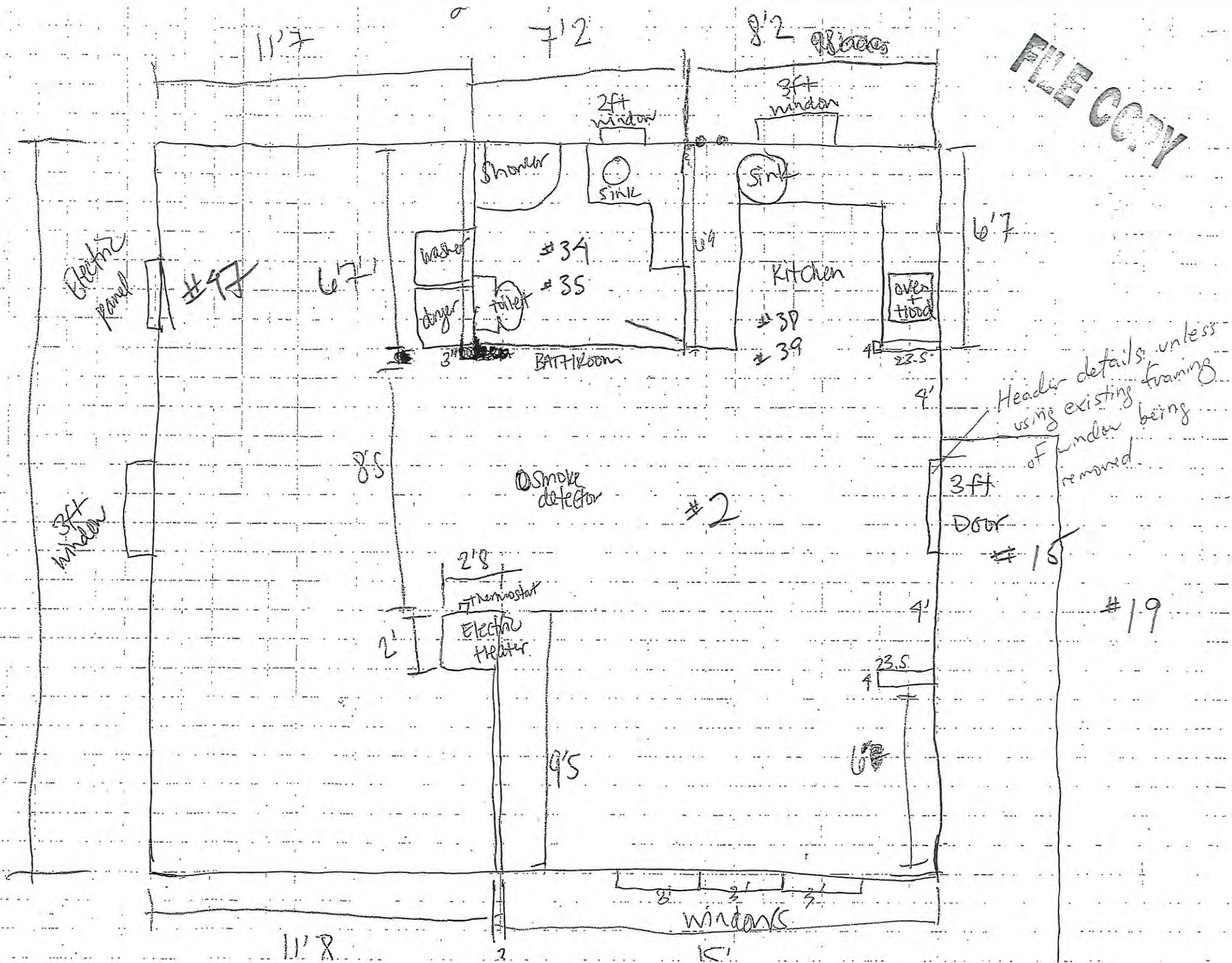
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No 2



419 marine St.

FILE COPY







Airbnb Instructions

Hi!

We're very excited to be hosting you. We really strive to provide an excellent, warm, and comfortable experience for you. In the house you'll find lots of local art, comfortable bedding, and wood for lighting a fire, among other things.

To make sure your stay goes as smoothly as possible, we've outlined some rules and instructions for you below. Please have a look through them before you get checked in.

House Rules

- **No pets allowed.** Special requests may be concerned but will require a \$75 per pet per stay additional fee.
- **No parties.** Please keep volume to a level where neighbors will not hear.
- **Quiet hours** start at 10pm. Please, no loud music after this hour.
- **Parking** – Please only park in the designated parking space. There is room for two vehicles, but one vehicle will block the other. Additional instructions below.
- **No smoking** is allowed inside.
- **Additional Guests** – Please inform us of any regular guests who will be visiting you who are not on the reservation. We reserve the right to limit the guests who may spend more than 2 hours in the house beyond four guests, and one if they are sleeping.
- **No Shoes Inside** – Please no shoes inside the house. Sitka gets wet and muddy and it's local norm to always take your shoes off.

Garbage & Recycling

Trash day is on Tuesday morning. Our trash can is to the right of the house (when facing the house) tucked under the stairs. There is a problem with animals and bears getting into trash in Sitka. Please only put in trash on Monday night/Tuesday morning.

Parking

There is a drive way to the right of the house. You can take up all of the space here. You can fit two cars, although only one can get in and out at a time. Please make sure that the sidewalk is clear and no part of your car is blocking it.

Getting In

There will be a keypad for accessing the unit. Pictures are provided. You are staying in the upstairs unit. The space can be accessed through the front porch and then by taking the staircase which runs along the right of the house (when facing the house).

Check In

Check in is 3pm. It is possible that the unit will be ready before then, so please contact us if you would like to check in earlier. However, we cannot guarantee it.

Check Out

Check out is at 11am. Please update us if you cannot meet this time. We reserve the right to add an additional 10% fee to your stay if you check out after 12pm.

Leaving the apartment

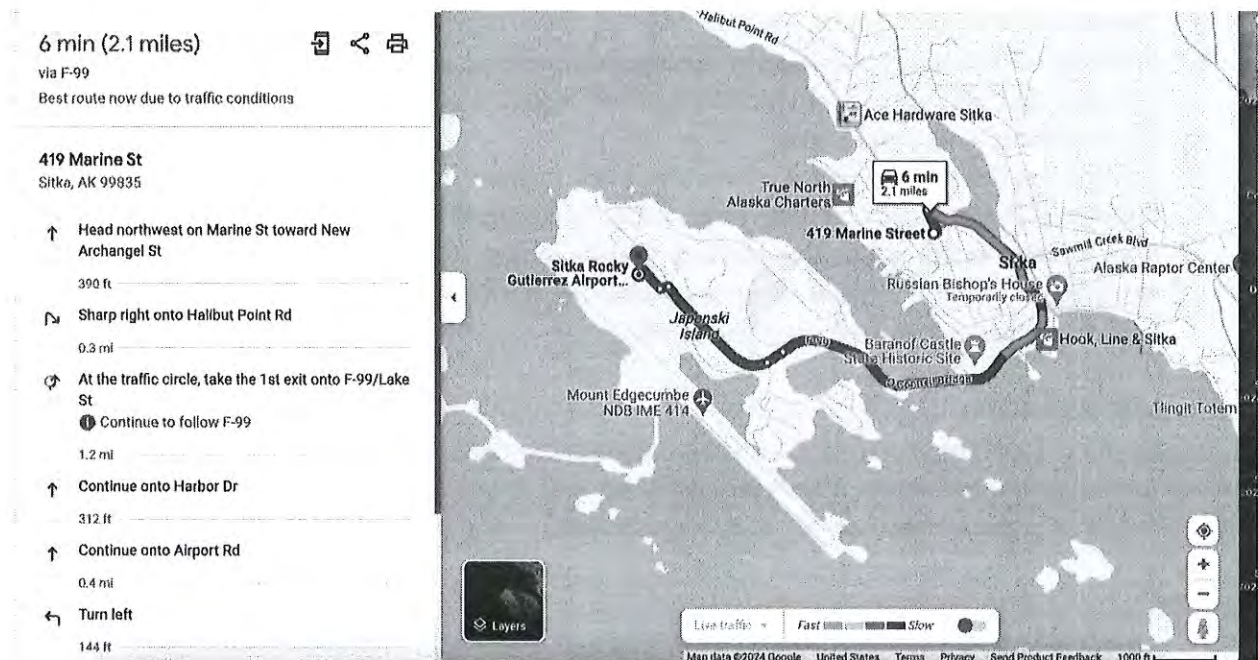
Please leave the house in as good of condition as possible. We don't have specific expectations for your check out and will have a clean up crew coming after you, but please just be mindful of not leaving big messes.

Questions

Owner lives onsite and is reachable through cell phone (907) 738-0369. If the owner is out of town, she will share her sister's contact information who will fill in as property manager.

Directions

The property is a 6 minute (2.1 miles) drive away from the airport.





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:

I live at 419 marine st
and would like to rent out ~~part~~ half of
my house. I'm currently turning it into
a duplex, and it is my primary residence.

PROPERTY INFORMATION:

CURRENT ZONING: residential PROPOSED ZONING (if applicable): _____

CURRENT LAND USE(S): residential home PROPOSED LAND USES (if changing): _____
main residence

APPLICANT INFORMATION:

PROPERTY OWNER: Caitlin way

PROPERTY OWNER ADDRESS: 419 marine st.

STREET ADDRESS OF PROPERTY: 419 marine st.

APPLICANT'S NAME: Caitlin way

MAILING ADDRESS: 419 marine st.

EMAIL ADDRESS: Caitlindway@gmail.com DAYTIME PHONE: 907-738-0369

way
Last Name

Date Submitted

419 marine st.
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: _____

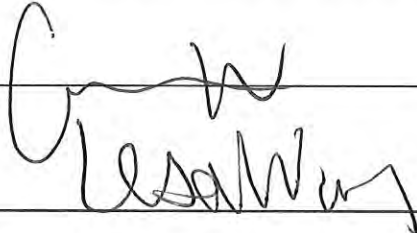

For Marijuana Enterprise Conditional Use Permits Only:

- ☐ AMCO Application

For Short-Term Rentals and B&Bs:

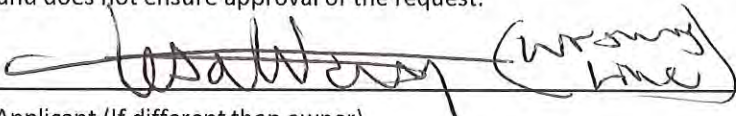
- ☒ Renter Informational Handout (directions to rental, garbage instructions, etc.)
- ☒ Documentation establishing property as primary residence (motor vehicle registration, voter registration, etc.)
- ☒ Signed Affidavit of Primary Residence for Short-term Rental Conditional Use Permit

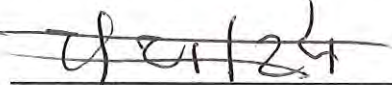
CERTIFICATION: I hereby certify that I am the owner of the property described above and that I desire a planning action in conformance with Sitka General Code and hereby state that all of the above statements are true. I certify that this application meets SCG requirements to the best of my knowledge, 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.

Owner 
Owner 

1/26/24
Date
2/21/24
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.

 (Curran Line)
Applicant (If different than owner)


Date

Wang
Last Name

Date Submitted

419 maine st.
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: quiet hours 10p-1a
- Number of guests: 2-4, 1 bed, 1 pull out couch
- Location along a major or collector street: 419 maine street
- Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses: one-two cars per guest parking
- Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario: none
- Effects on vehicular and pedestrian safety: none, parking/ backing up vehicle
- Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: yes
- Describe the parking plan & layout: there are 2 drive ways and parking on the other side of the street
- Proposed signage: signs on both driveways, and signs on both stairs to entryways

way

419 maine st.

Last Name

Date Submitted

Project Address

- Presence of existing or proposed buffers (ie. Fences, boundary walls, natural barriers, etc.) on the site or immediately adjacent the site:

fences on both far sides of each drive way

- Amount of noise to be generated and its impacts on neighbors: cars arriving/leaving
no noise as it will be small amounts of
guests (2-4)

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

waste management: guests will be able to
put trash in the trash can, but it will be
up the driveway, against house under
stairway. it gets put out on tuesday am,
trash day.

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

id live on site and will be able to quickly
respond if needed, and will have quiet
hours along with other info for guests

may

Last Name

Date Submitted

419 marine st.

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;	CW
b. Adversely affect the established character of the surrounding vicinity; nor	CW
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.	CW
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.	CW
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.	CW
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.	CW
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.	CW
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.	CW

ANY ADDITIONAL COMMENTS _____

Caitlin Way
Applicant

1/24/24
Date

Way
Last Name

Date Submitted

419 marine st.
Project Address



CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

AFFIDAVIT OF APPLICANT RE PRIMARY RESIDENCE FOR SHORT-TERM RENTAL CONDITIONAL USE PERMIT

My full name is: Caitlin Way. The location of my primary residence in the City and Borough of Sitka, Alaska is: 419 Marine St. (the "Property"). I swear or affirm the following facts are true to the best of my knowledge and belief:

1. This is an affidavit concerning my primary residence for my application for a short-term rental conditional use permit.
2. I have resided and/or will reside upon the Property for at least 180 days of the current calendar year.
3. I do not and will not claim any other property as my primary residence for any other local, state, or federal purposes, including tax exemptions.
4. I intend to continue utilizing the Property as my primary residence for at least 180 days of subsequent calendar years.
5. I understand that my permit, if granted, shall automatically become void if the Property is no longer my primary residence for at least 180 days of a subsequent calendar year.
6. I understand that my permit, if granted, is non-transferable as to persons and locations, and that the permit shall become void immediately upon sale or transfer of the Property.

Caitlin Way
Signature

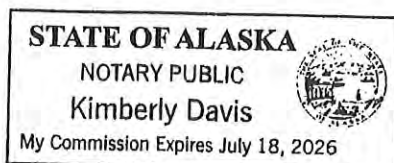
1/26/24
Date

caitlindway@gmail.com
Email

907-738-0369
Phone

STATE OF ALASKA)
) ss:
FIRST JUDICIAL DISTRICT)

The foregoing instrument was acknowledged before me this 21 day of February, 2024, by Caitlin Way.



Kimberly Davis
Notary Public in and for the State of Alaska
My commission expires: July 18, 2026