

CITY AND BOROUGH OF SITKA  
PLANNING DEPARTMENT  
SHORT-TERM RENTAL &  
BED & BREAKFAST APPLICATION

Short-Term Rental Fee	\$100.00
Bed & Breakfast Fee	\$ 35.00
(per Guestroom)	
* plus current city sales tax *	

APPLICANT'S NAME: Corrie Bosman  
PHONE NUMBER: 907-752-0464  
MAILING ADDRESS: Box 6005, Sitka AK 99835

OWNER'S NAME: Sane  
*(If different from applicant)*  
PHONE NUMBER: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_

PROJECT ADDRESS: 629 Degruff  
LEGAL DESCRIPTION Lot: 15 Block: \_\_\_\_\_  
Subdivision: Pinehurst Sub.  
U.S. Survey: \_\_\_\_\_ Zoning Classification: R-1

State all reasons for justifying request: See attached

Describe how the facility will be operated, what meals will be served, and how guests will be transported. (This information may be provided on a separate sheet).  
See attached

Anticipated start date: February 15, 2015

What months of the year the facility will be in operation: Year round - expect  
most use in Spring + Summer months

- Drawing of the **interior** layout showing:
1. Size and location of rooms
  2. Types of facilities in the rooms
  3. Windows and exits
  4. Location of smoke alarms and fire extinguishers
  5. Guestrooms specifically delineated on the plans

- Drawing of the **exterior** site plan showing:
1. Dimensions of the home
  2. How the house sits on the lot
  3. Location of parking

- Check if facility is not fully constructed at the time of the application
- Check if Life Safety Inspection has already been completed. If not, please contact the Building Department at 747-1832 to schedule an appointment. This Inspection is to certify that the residence complies with life and fire safety code aspects.

*Bed and Breakfast applicants shall be aware that only limited cooking facilities such as small toaster ovens, microwaves, and refrigerators are allowed and those appliances must be outside of guestrooms.*

*In applying for and signing this application, the property owner hereby grants permission to Municipal staff to access the property before and after Planning Commission's review for the purposes of inspecting the proposed and/or approved structures.*

SIGNATURE OF APPLICANT: [Signature] Date: 12/15/14

SIGNATURE OF OWNER: \_\_\_\_\_ Date: \_\_\_\_\_  
*(If different from the applicant)*

**Application for B&B at 629 Degroff**  
**Supplemental Information**  
**Applicant Corrie Bosman**

*(1) State all reasons for justifying request:*

Applicant requests a permit for an Air B&B (see [www.airbnb.com](http://www.airbnb.com)). This is a popular online service that easily allows independent travelers (singles or couples only) looking to rent a room within a home as a cost effective alternative to a hotel. Applicant believes this would be of great use to parents of Sitka Fine Arts Camp children, attendees of the Summer Music Festival, Whalefest and other special events in Sitka when affordable lodging where guests can walk to events is limited. Further, there is a group of tourists that prefer to stay in a more home oriented environment of which there are limited options in town currently. The home is centrally located downtown but is in an R-1 zone and therefore a conditional use permit is requested. There are other B & B's in the general neighborhood. It is believed that the guests would have little to no impact on the surrounding neighborhood.

*(1) Describe how the facility will be operated, what meals will be served, and how guests will be transported.*

Guest would be responsible for their own transportation. While there are four parking spaces at the home guests would be limited to one vehicle total. For guests who do not rent a vehicle the house is centrally located and less than a 5 minute walk from the hotels where the airport shuttle drops passengers.

Guests will be provided a private bedroom and private unattached-bathroom including linens and towels. No cooking facilities exist in the room but guests will be permitted limited kitchen access (ability to boil water for coffee and tea and use of microwave and refrigerator.) Meals will not be provided. Guests will also have use of the laundry facilities for a nominal cost.

There are two rooms available. However, a maximum of three guests will be permitted at any time. It is expected the second room would only be used in case of family or friends traveling together who do not wish to share a bed. This will limit any guest vehicles to one at any given time.

Guests will be provided information and maps of Sitka and its facilities.

No children under 12, no pets and no smokers will be allowed.

A business license will be obtained and bed/sales tax will be collected.

**PARKING FOR 629 DEGROFF STREET: B&B APPLICATION**

