

Attachment A

Applicant Materials



CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT GENERAL APPLICATION FORM

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- 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: Conditional use permit for a
food truck business (Captain Juv's LLC) to operate at the
location 104 Cathedral St.

PROPERTY INFORMATION:

CURRENT ZONING: Central Business PROPOSED ZONING (if applicable): _____

CURRENT LAND USE(S): Vacant Lot PROPOSED LAND USES (if changing): Food Truck vending sight.

APPLICANT INFORMATION:

PROPERTY OWNER: Adam Chinalski

PROPERTY OWNER ADDRESS: 2009 B-1 SMC Sitka, AK 99835

STREET ADDRESS OF PROPERTY: Same

APPLICANT'S NAME: Matthew & Julieanne Stroemer

MAILING ADDRESS: 1403 Edgemoor Dr Sitka, AK 99835

EMAIL ADDRESS: mpstroemer@alaskaskiffllc.com DAYTIME PHONE: 907-738-0567

PROPERTY LEGAL DESCRIPTION:

TAX ID: _____ LOT: _____ BLOCK: _____ TRACT: _____

SUBDIVISION: _____ US SURVEY: _____

Stroemer
Last Name

4-30-18
Date Submitted

104 Cathedral St.
Project Address

REQUIRED 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
- ☐ Copy of Deed (find in purchase documents or at Alaska Recorder's Office website)
- ☐ Copy of current plat (find in purchase documents or at Alaska Recorder's Office website)
- ☐ Site photos showing all angles of structures, property lines, street access, and parking – emailed to planning@cityofsitka.org or printed in color on 8.5" x 11" paper
- ☐ Proof of filing fee payment

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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.)

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.

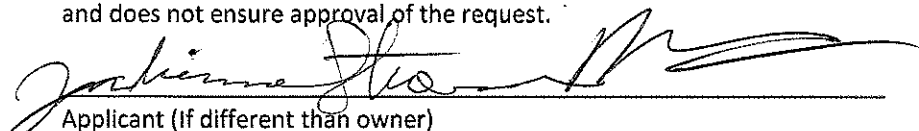

Owner

4-30-18
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.


Applicant (If different than owner)

4-30-18
Date

Stroemer
Last Name

4-30-18
Date Submitted

104 Cathedral St
Project Address



CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT
SUPPLEMENTAL APPLICATION FORM
CONDITIONAL USE PERMIT

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APPLICATION FOR

☐

MARIJUANA ENTERPRISE

☐

SHORT-TERM RENTAL OR BED AND BREAKFAST

☒

OTHER: Food Truck operation

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

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

No more than usual Tourism and local existing Traffic.

- Amount of noise to be generated and its impacts on surrounding land use:

Minimal noise from hood fan

- Odors to be generated by the use and their impacts:

Non-offensive Cooking odors from cooking of ~~local~~ Locally sourced fish (salmon, Rockfish, Halibut)

- Hours of operation:

10:30 AM – 5:30 PM

- Location along a major or collector street:

- 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 foreseen

Last Name

Stroemer

Date Submitted

4-30-18

Project Address

104 Cathedral St.

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- Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: easy
open Street access
- Logic of the internal traffic layout: _____
- Effects of signage on nearby uses: Greater attention to area
- Presence of existing or proposed buffers on the site or immediately adjacent the site: _____
Chain link fence Between Lot 1 and 2
- Relationship if the proposed conditional use is in a specific location to the goals, policies, and objectives of the comprehensive plan (CITE SPECIFIC SECTION AND EXPLAIN): Under Land Use Goal -
Objectives - Maintain downtown's central business district's compact, walkable
charm, maintain Environmental Quality.
- Other criteria that surface through public comments or planning commission review (odor, security, safety, waste management, etc.): DEC Permit application in process
Waste water disposal at wastewater treatment plant.
Weekly Garbage Pick up or more frequently if necessary.

Stratman
Last Name

4-30-18
Date Submitted

104 Cathedral St.
Project Address

REQUIRED FINDINGS (SGC 22.30.160(C):

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1. ...The granting of the proposed conditional use permit will not:

- a. Be detrimental to the public health, safety, and general welfare because all public health & safety codes will be strictly applied according to State and City Laws;
- b. Adversely affect the established character of the surrounding vicinity, because It will beautify the vacant lot, and highlight local fishing industry; 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, It will highlight local community, industry, and improve esthetics of the property

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,

conforms to Comprehensive Plan Section Economic Development which states In Chapter Objectives

Maintain Sittka's Vibrant downtown, Leverage Natural/Municipal Assets, Develop Workforce, Promote Innovation, Entrepreneurship and Partnerships Support and Grow Existing Businesses,
because the proposal will add to downtown visitor and local trade, highlight and

utilize locally caught & processed fish, Partner with SPC to develop awareness to visitor of their consumer web sight busting their online trade.

3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced, because local & state law/ordinance

ANY ADDITIONAL COMMENTS

Matthew & Julieanne
Applicant

Date

Stroemer

Last Name

Date Submitted

Project Address

Samantha Pierson

From: Matthew Stroemer <mpstroemer@alaskaskiffllc.com>
Sent: Wednesday, May 02, 2018 1:52 PM
To: Samantha Pierson
Subject: Re: Conditional Use Permit - 104 Cathedral

The water source for potable water will be city water. Tank will be filled at 221 Smith st.

Thanks,
Matt

On Tue, May 1, 2018 at 2:07 PM Samantha Pierson <samantha.pierson@cityofsitka.org> wrote:

Thanks!

Sam

Samantha Pierson

Planner I

City and Borough of Sitka

100 Lincoln Street

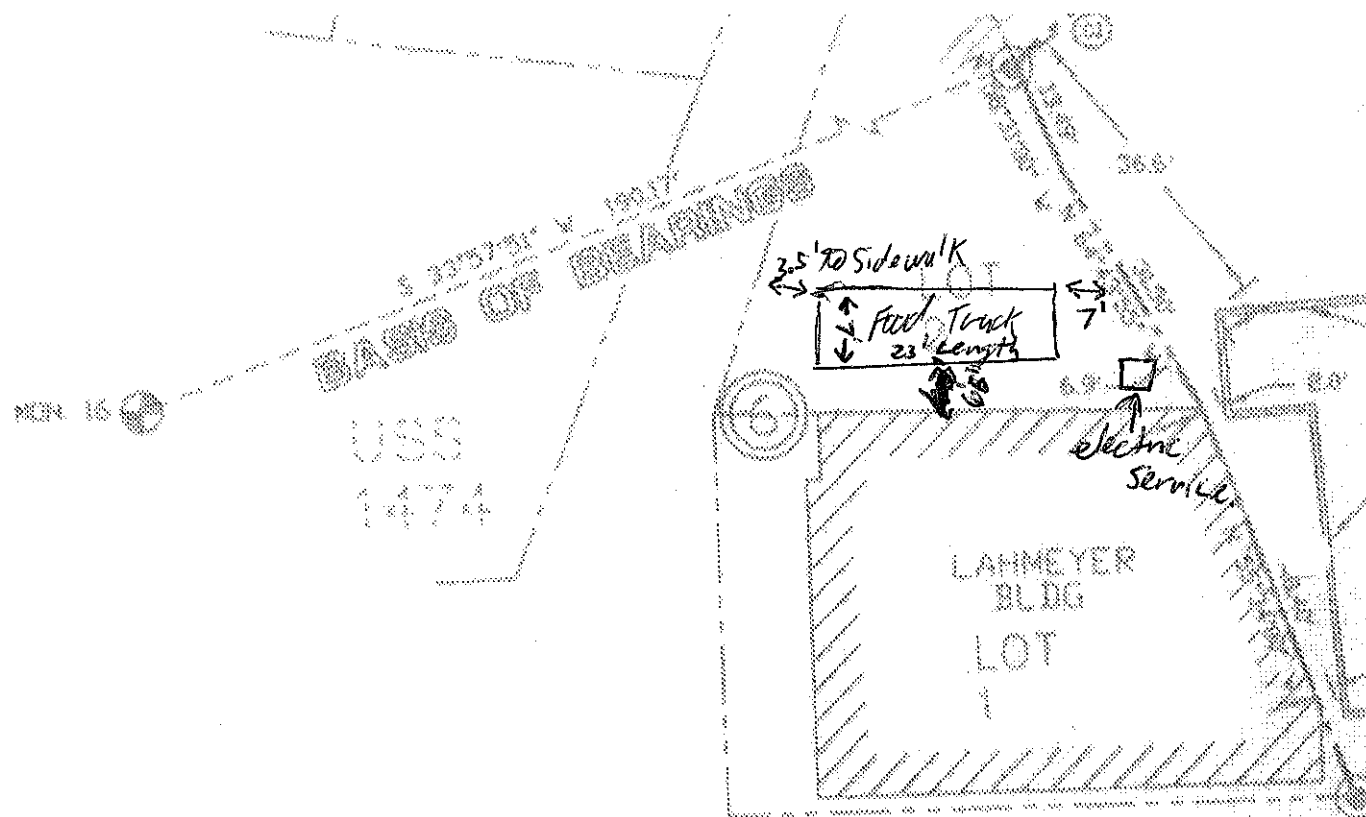
Sitka, AK 99835

(907) 747-1814

From: Matthew Stroemer [mailto:mpstroemer@alaskaskiffllc.com]
Sent: Tuesday, May 01, 2018 12:49 PM
To: Samantha Pierson <samantha.pierson@cityofsitka.org>
Subject: Re: Conditional Use Permit - 104 Cathedral

Hi Samantha,

Here are the photos. I'll get the other items to you soon.



CLIENT: DAWSON CONSTRUCTION
 P. O. BOX 30920
 BELLINGHAM, WA 98220

RECEIVED MAY 01 2003

DRAWN BY: KD/ACAD
 CHECKED BY: BKO
 DATE PLATTED: 3/02/03
 DATE SURVEYED: 3/03/03
 SCALE: 1" = 30'
 SURVEYOR: PATRICK K. O'NEILL
 PROJ. NO: 30144-00-00

I HEREBY CERTIFY THAT I HAVE SURVEYED THE PROPERTY DESCRIBED
 HAVE BEEN ESTABLISHED TO THE BEST OF MY PROFESSIONAL KNOWLEDGE
 TO SHOW ANY CONFLICTS BETWEEN EXISTING STRUCTURES AND PLATTED
 FOR POSITIONING ADDITIONAL STRUCTURES, BUILDING FENCES, OR LI
 VERIFY THAT IMPROVEMENTS SITUATED ON THIS PARCEL MEET ALL

3-5-03

DATE

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104 Cathedral
Hills sp/15

Umbrella
table
seating

Umbrella
table
seating

Planter

plants

Electric
Source

Planter

25'
Cooking equip To Building

10'

Door

awning 4x12

Service
window

Auto Fire
Suppression
Head / cooking equip

wood vent

To corner
ATTN
22' of SHOE

Fence

Fence

Frame

Light
pole

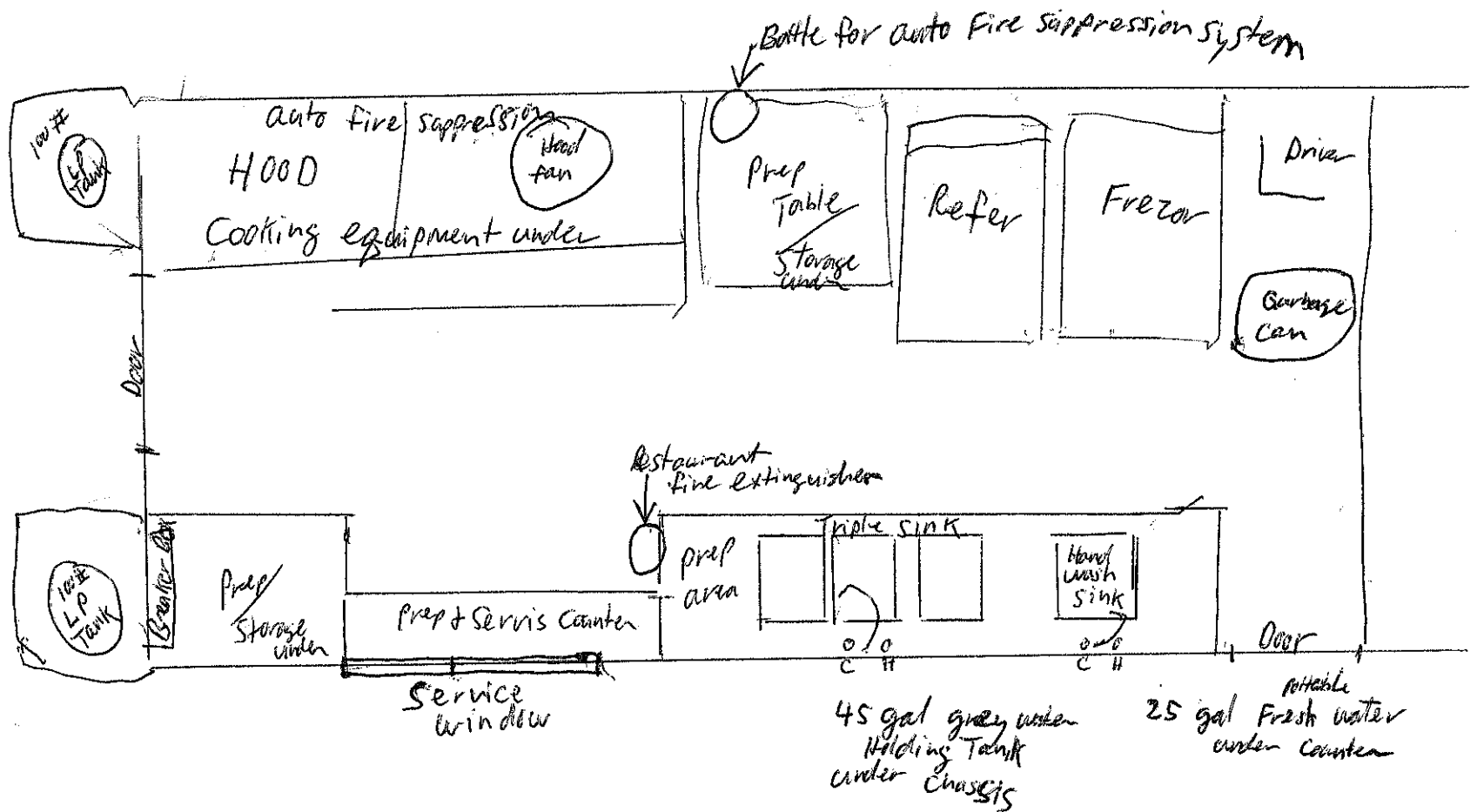
2'

Flower Planter

Fence

Food Truck Lay out / Floor plan.

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Attachment B

Staff Materials



City & Borough of Sitka, Alaska

Selected Parcel: 104 Cathedral Way ID: 10545000

Printed 5/8/2018 from <http://www.mainstreetmaps.com/link/sitka/internal.asp>

10 m
50 ft



MainStreetGIS
MainStreetGIS, LLC
www.mainstreetgis.com

This map is for informational purposes only. It is not for appraisal of, description of, or conveyance of land. The City & Borough of Sitka, Alaska and MainStreetGIS, LLC assume no legal responsibility for the information contained herein.

