



# CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT  
GENERAL APPLICATION FORM

- 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:

We are requesting a minor subdivision  
dividing 213 Shotgun Alley into 2 lots

## PROPERTY INFORMATION:

CURRENT ZONING: SFLD PROPOSED ZONING (if applicable): \_\_\_\_\_

CURRENT LAND USE(S): residential PROPOSED LAND USES (if changing): \_\_\_\_\_

## APPLICANT INFORMATION:

PROPERTY OWNER: Lisa Busch and David Lubin

PROPERTY OWNER ADDRESS: 215 / 213 Shotgun Alley

STREET ADDRESS OF PROPERTY: same

APPLICANT'S NAME: Lisa Busch and David Lubin

MAILING ADDRESS: 215 Shotgun Alley

EMAIL ADDRESS: lisa@busch.com DAYTIME PHONE: 907 738 6481  
alaskadavey@gmail.com

## PROPERTY LEGAL DESCRIPTION:

TAX ID: \_\_\_\_\_ LOT: 1A BLOCK: \_\_\_\_\_ TRACT: \_\_\_\_\_

SUBDIVISION: Granstone US SURVEY: 3557

Busch/Lubin

Last Name

Date Submitted

213 Shotgun Alley

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](mailto:planning@cityofsitka.org) or printed in color on 8.5" x 11" paper
- ☐ Proof of filing fee payment

### 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

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)

Date

Last Name

Date Submitted

Project Address



# CITY AND BOROUGH OF SITKA

## PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT SUPPLEMENTAL APPLICATION FORM PLAT APPLICATION

### APPLICATION FOR

- ☐ MAJOR SUBDIVISION/PLANNED UNIT DEVELOPMENT
- ☒ MINOR SUBDIVISION/HYBRID SUBDIVISION
- ☐ SUBDIVISION REPLAT/LOT MERGER/EASEMENT AMENDMENT
- ☐ BOUNDARY LINE ADJUSTMENT

### ANALYSIS: (Please address each item in regard to your proposal)

- SITE/DIMENSIONS/TOPOGRAPHY: The site had a historic cottage  
and is already hardened and foundation ready
- EXISTING UTILITIES AND UTILITY ROUTES: There is one to 213 house
- PROPOSED UTILITIES AND UTILITY ROUTES: utility hook up will be  
close to the road
- ACCESS, ROADS, TRANSPORTATION, AND MOBILITY: direct access from  
Shotgun Alley
- IMPACT OF PROPOSAL ON ANY EXISTING EASEMENTS: no impact
- PUBLIC HEALTH, SAFETY, AND WELFARE: its a lovely waterfront lot
- ACCESS TO LIGHT AND AIR: no impact

BUSCH/LUBIN  
Last Name

Date Submitted

213 Shotgun Alley  
Project Address



• ORDERLY AND EFFICIENT LAYOUT AND DEVELOPMENT: The development for the house will be on an existing pad.

• DESCRIBE ALL EXISTING STRUCTURES, THEIR USE, AND PROXIMITY TO PROPOSED PROPERTY LINES:

The existing house on 213 Shotyn Alley will meet or exceed set back code requirements

• EXISTENCE OF ANY ENCROACHMENTS: none

• AVAILABILITY OF REQUIRED PARKING: parking is available for 2 cars

• SUMMARY OF PROPOSED EASEMENT AGREEMENTS OR COVENANTS: The owners own 213, 215 & 208 Shotyn Alley

ANY ADDITIONAL COMMENTS



Applicant

4/16/19.

Date

BUSCH/LUBIN

Last Name

4/16/19

Date Submitted

213 Shotyn Alley

Project Address