



# 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:** Subdivide Lot 10 of the Alice and Charcoal Island Subdivision  
into two lots.

**PROPERTY INFORMATION:**

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

CURRENT LAND USE(S): Commercial Real Estate PROPOSED LAND USES (if changing): \_\_\_\_\_

**APPLICANT INFORMATION:**

PROPERTY OWNER: Shee Atika Holdings Alice Island, LLC

PROPERTY OWNER ADDRESS: 315 Lincoln Street, Suite 300, Sitka, AK 99835

STREET ADDRESS OF PROPERTY: 601 Alice Loop Rd

APPLICANT'S NAME: Kenneth Cameron for Shee Atika Holdings Alice Island, LLC

MAILING ADDRESS: 315 Lincoln Street, Suite 300, Sitka, AK 99835

EMAIL ADDRESS: ken.sheeatika@gmail.com DAYTIME PHONE: 907-747-3534

**PROPERTY LEGAL DESCRIPTION:**

TAX ID: 92-0045953 LOT: 10 BLOCK: \_\_\_\_\_ TRACT: \_\_\_\_\_

SUBDIVISION: Alice and Charcoal Island Subdivision US SURVEY: \_\_\_\_\_

Shee Atika Holdings Alice Island, LLC  
Cameron

July 16, 2019

601 Alice Loop Rd, Sitka, AK

Last Name

Date Submitted

Project Address

## REQUIRED INFORMATION:

### For All Applications:

- ☒ Completed General Application form (attached)
- ☐ Supplemental Application (Variance, CUP, Plat, Zoning Amendment)
- ☒ Site Plan showing all existing and proposed structures with dimensions and location of utilities (see plat from North 57)
- ☐ 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 President/CEO, Shee Atika Holdings Alice Island, LLC Date July 16, 2019

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

Shee Atika Holdings Alice Island, LLC  
**Cameron**

**July 16, 2019**

**601 Alice Loop Rd**

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: See preliminary plat for dimensions/site.  
Parcel is all on level ground.
- EXISTING UTILITIES AND UTILITY ROUTES: Some existing utilities exist to the existing building and an existing electrical box
- PROPOSED UTILITIES AND UTILITY ROUTES: AS Shown on plat
- ACCESS, ROADS, TRANSPORTATION, AND MOBILITY: AS Shown on plat
- IMPACT OF PROPOSAL ON ANY EXISTING EASEMENTS: None
- PUBLIC HEALTH, SAFETY, AND WELFARE: No impact
- ACCESS TO LIGHT AND AIR: yes

Shee Atika Holdings Alice Island, LLC July 16, 2019 601 Alice Loop  
Last Name Date Submitted Project Address  
Cameron



• ORDERLY AND EFFICIENT LAYOUT AND DEVELOPMENT: See plat

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

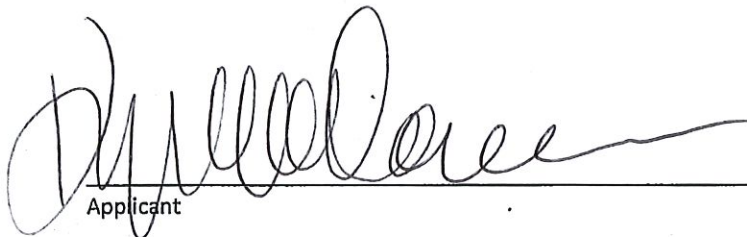
Former Mt. Edgecumbe Elementary School, currently used as office building  
Parking for this buildings use is beyond sufficient.

• EXISTENCE OF ANY ENCROACHMENTS: No

• AVAILABILITY OF REQUIRED PARKING: parking for the existing structure is beyond  
sufficient

• SUMMARY OF PROPOSED EASEMENT AGREEMENTS OR COVENANTS: Agreements will be  
prepared and recorded prior to final subdivision plat

ANY ADDITIONAL COMMENTS Development of this property would  
provide a positive impact to the community.

  
Applicant

July 16, 2019  
Date

Hobbs Alice Island LLC  
Sheri Atika Inc.  
Last Name  
Cameron

July 16, 2019  
Date Submitted

601 Alice Loop  
Project Address