



# 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 State owned lot 14 (USS 3557) into 2 lots. Eliminate an existing issue of access to 210 Shotgun Alley and eliminate issue of encroachment by CBS onto State owned lands with new R.O.W dedication for Shotgun Alley.

### PROPERTY INFORMATION:

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

CURRENT LAND USE(S): None, R.O.W. PROPOSED LAND USES (if changing): \_\_\_\_\_

### APPLICANT INFORMATION:

PROPERTY OWNER: State of Alaska (Cliff Baker clifford.baker@alaska.gov) 907-269-8522

PROPERTY OWNER ADDRESS: 550 W. 7<sup>th</sup> Ave., Suite 650 Anchorage, AK 99501-3576

STREET ADDRESS OF PROPERTY: NHN Shotgun Alley (near 210 Shotgun Alley)

APPLICANT'S NAME: North 57 Land Surveying LLC

MAILING ADDRESS: 2007 Cascade Cr. Rd. Sitka, AK 99835

EMAIL ADDRESS: north57landsurveying@yahoo.com DAYTIME PHONE: 907-747-6700

### PROPERTY LEGAL DESCRIPTION:

TAX ID: \_\_\_\_\_ LOT: 14 BLOCK: \_\_\_\_\_ TRACT: \_\_\_\_\_

SUBDIVISION: \_\_\_\_\_ US SURVEY: 3557

Last Name

Date Submitted

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.

*Theresa O'Neil*  
Applicant (if different than owner)  
*North 57 Land Surveying LLC*

*Jan. 21, 2020*  
Date

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
Date Submitted

\_\_\_\_\_  
Project Address





## CITY AND BOROUGH OF SITKA

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

#### APPLICATION FOR

- ☐ ZONING VARIANCE – MINOR EXPANSIONS, SMALL STRUCTURES, FENCES, SIGNS
- ☐ ZONING VARIANCE – MAJOR STRUCTURES OR EXPANSIONS
- ☒ PLATTING VARIANCE – WHEN SUBDIVIDING

**RATIONALE** - Alaska Statute 29.40.040(b)3 states that a variance may not be granted solely to relieve financial hardship or inconvenience. Explain why a variance is required for your project.

A lot size variance is required in this case to eliminate existing encroachments on State owned land. The existing topography + easements + lot size do not accommodate 2 lots of adequate size for SPD zones.

**POTENTIAL IMPACTS** (Please address each item in regard to your proposal)

- **TRAFFIC** This really only adds one new residence and therefore additional traffic is minimal.
- **PARKING** Ideally this will have a positive impact on parking in that the owner of lot 2 Mo Johnson Subdivision will potentially have parking without encroachment.
- **NOISE** little to no impact on noise except maybe during possible development of lot 2.
- **PUBLIC HEALTH AND SAFETY** This improves public health + safety in that it eliminates existing encroachments.
- **HABITAT** lot 1 is already level and developed as a front yard and access driveway to 210 Shotgun Alley (lot 2 Mo Johnson Subdivision). Lot 2 is heavily wooded.
- **PROPERTY VALUE/NEIGHBORHOOD HARMONY** Increased property value for 210 Shotgun Alley and the development of lot 2 should increase surrounding values as well.
- **COMPREHENSIVE PLAN** Creates an additional residential lot suitable for development at little to no cost to CBS. Future development has long term benefits to CBS (taxes, utilities)

**REQUIRED FINDINGS (Choose ONE applicable type and explain how your project meets these criterion):**

**Major Zoning Variance (Sitka General Code 22.30.160(D)1)**

Required Findings for Variances Involving Major Structures or Expansions. Before any variance is granted, it shall be shown:

- a. That there are special circumstances to the intended use that do not apply generally to the other properties. Special circumstances may include the shape of the parcel, the topography of the lot, the size or dimensions of the parcels, the orientation or placement of existing structures, or other circumstances that are outside the control of the property owner, specifically, \_\_\_\_\_  
\_\_\_\_\_;
- b. The variance is necessary for the preservation and enjoyment of a substantial property right or use possessed by other properties but are denied to this parcel; such uses may include the placement of garages or the expansion of structures that are commonly constructed on other parcels in the vicinity, specifically, \_\_\_\_\_  
\_\_\_\_\_;
- c. That the granting of such a variance will not be materially detrimental to the public welfare or injurious to the property, nearby parcels or public infrastructure, specifically, \_\_\_\_\_  
\_\_\_\_\_;
- d. That the granting of such a variance will not adversely affect the comprehensive plan, specifically, (cite section and explain) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

**Minor Zoning Variance (Sitka General Code 22.30.160(D)2)**

Required Findings for Minor Expansions, Small Structures, Fences, and Signs.

- a. The municipality finds that the necessary threshold for granting this variance should be lower than thresholds for variances involving major structures or major expansions, specifically, \_\_\_\_\_  
\_\_\_\_\_;
- b. The granting of the variance is not injurious to nearby properties or improvements \_\_\_\_\_  
\_\_\_\_\_;
- c. The granting of the variance furthers an appropriate use of the property, specifically, \_\_\_\_\_  
\_\_\_\_\_.

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
Date Submitted

\_\_\_\_\_  
Project Address

**Platting Variance** (Sitka General Code 21.48.010)

A variance from the requirements of this title may be granted only if the planning commission finds that:

- A. The granting of a platting variance will not be detrimental to the public safety, or welfare, or injurious to adjacent property, specifically, it eliminates existing safety and welfare issues in the elimination of a land locked lot.
- B. The tract to be subdivided is of such unusual size and shape or topographical conditions that the strict application of the requirements of this title will result in undue and substantial hardship to the owner of the property, specifically, Lot 2 is on a steep bluff and access could only be established through the Southwest corner of the lot. This requires the lot lines to be either, where we show them or close to where we have them drawn.

**ANY ADDITIONAL COMMENTS** In turn it creates a substandard lot size for lot 1 even before the access easements are deducted from the overall size. The intent is for lot 2 Mo Johnson Subd. to purchase lot 1 from the State eliminating the access issue that currently exists.

B. J. O. V. V. V.  
Applicant North 57 Land Surveying LLC

Jan. 21, 2020  
Date