



# 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 PLAT APPLICATION

### APPLICATION FOR

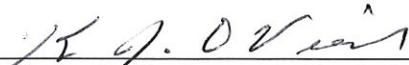
- ☐ MAJOR SUBDIVISION/PLANNED UNIT DEVELOPMENT  
☒ MINOR SUBDIVISION/HYBRID SUBDIVISION  
☐ SUBDIVISION REPLAT/LOT MERGER/EASEMENT AMENDMENT  
☐ BOUNDARY LINE ADJUSTMENT

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

- SITE/DIMENSIONS/TOPOGRAPHY: A 284 feet x 128 feet parcel of State owned land at the bottom of Shotgun Alley. Topography varies with the west portion being waterfront and the East portion on a small bluff overlooking Thimbleberry Bay.
- EXISTING UTILITIES AND UTILITY ROUTES: Shotgun Alley has existing utilities as does a portion of this lot (what will become lot 1)
- PROPOSED UTILITIES AND UTILITY ROUTES: Some new utility easements will be developed to encompass existing utilities but no new utility lines are created.
- ACCESS, ROADS, TRANSPORTATION, AND MOBILITY: A portion of the existing CBS R.O.W. (Shotgun Alley) encroaches onto what will be parcel 2, this plat will remedy that.
- IMPACT OF PROPOSAL ON ANY EXISTING EASEMENTS: Impact is positive in that additional easements will be created where necessary.
- PUBLIC HEALTH, SAFETY, AND WELFARE: This plat eliminates multiple issues with new easements necessary for access to lot 2 Mo Johnson Subdivision.
- ACCESS TO LIGHT AND AIR: One new lot will be waterfront on Jamestown Bay (but almost entirely encompassed with necessary easements) the other will have views.

- ORDERLY AND EFFICIENT LAYOUT AND DEVELOPMENT: The existing layout takes into affect the need for access to lot 2 as well as lot 2 Mo Johnson Subd. (210 Shotgun Alley)
- DESCRIBE ALL EXISTING STRUCTURES, THEIR USE, AND PROXIMITY TO PROPOSED PROPERTY LINES:  
Although there are no existing structures on this parcel, existing structures on lot 2 Mo Johnson Subd. are partially shown to represent the need for the new access and utility easements
- EXISTENCE OF ANY ENCROACHMENTS: There are no existing encroachments but lot 2 Mo Johnson Subd. does not meet setback requirements
- AVAILABILITY OF REQUIRED PARKING: Adequate once development occurs. Existing parking without encroaching doesn't exist for lot 2 Mo Johnson Subdivision
- SUMMARY OF PROPOSED EASEMENT AGREEMENTS OR COVENANTS: The hope is that the owner of lot 2 Mo Johnson Subd. will purchase lot 1 and therefore no new agreements would be necessary. If that is not the case, new agreements would be drawn up for the owners of lot 1 and lot 2 Mo Johnson Subdivision.

**ANY ADDITIONAL COMMENTS** Although the proposed lot 1 doesn't meet minimum lot size requirements for SFLD, this subdivision is necessary to eliminate existing issues of encroachments by the City on State lands as well as access issues for the owner of 210 Shotgun Alley (lot 2 Mo Johnson Subdivision).

  
Applicant North 57 Land Surveying LLC

Jan 21, 2020  
Date