



# 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:

Convert retail space to  
Apartment

#### PROPERTY INFORMATION:

CURRENT ZONING: CBD

PROPOSED ZONING (if applicable): N/A

CURRENT LAND USE(S):

PROPOSED LAND USES (if changing):

#### APPLICANT INFORMATION:

PROPERTY OWNER:

EUGENE SOBOUYOV

PROPERTY OWNER ADDRESS:

419 LINCOLN ST.

STREET ADDRESS OF PROPERTY:

419 LINCOLN ST.

APPLICANT'S NAME:

EUGENE SOBOUYOV

MAILING ADDRESS:

419 LINCOLN ST.

EMAIL ADDRESS:

EUGENESOBOUYOV@ALASKA.N.COM DAYTIME PHONE: 747-3030

#### PROPERTY LEGAL DESCRIPTION:

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

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

## 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 *\$100 + tax*

### 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.

*E. Solberg*  
Owner

6/19/20  
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.

*Andreas*  
Applicant (If different than owner)

6/19/20  
Date

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

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

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





# CITY AND BOROUGH OF SITKA

## PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT SUPPLEMENTAL APPLICATION FORM CONDITIONAL USE PERMIT

### APPLICATION FOR

☐

MARIJUANA ENTERPRISE

☐

SHORT-TERM RENTAL OR BED AND BREAKFAST

☒

OTHER:

Dwelling unit on 1st floor of CBD

### 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:

NONE - OR LESS (NOT retail space)

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

NONE - Residential

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

NONE - Residential

- Hours of operation:

N/A

- Location along a major or collector street:

Lincoln & Monastery

- Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario:

N/A

- Effects on vehicular and pedestrian safety:

NONE

- Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: EXCELLENT

- Logic of the internal traffic layout:

Studio

- Effects of signage on nearby uses:

None proposed

- Presence of existing or proposed buffers on the site or immediately adjacent the site:

Same

bluage, otherwise building around typical to CBD

- 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):

- Other criteria that surface through public comments or planning commission review (odor, security, safety, waste management, etc.):

N/A

**REQUIRED FINDINGS (SGC 22.30.160(C):**

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

a. Be detrimental to the public health, safety, and general welfare because THE UNIT WILL NOW BE A SINGLE BEDROOM APARTMENT, NOT A BUSINESS

b. Adversely affect the established character of the surrounding vicinity, because NO exterior changes, less traffic; 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, small dwelling, lower traffic impact;

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 H1.1e which states encourage higher density housing

because the proposal adds dwelling unit in CBD - desirable living / working location - affordable housing option;

3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and

enforced, because Owner's business next door

**ANY ADDITIONAL COMMENTS**

Applicant

Date

Last Name

Date Submitted

Project Address

