



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 HAVE THE INTENTION
TO PURCHASE LOT 4 FROM THE ^{JOHNSTONE} ~~CEDEX~~ SUBDIVISION
AND MERGE IT WITH OUR LOT NO 27
OF THE CLARENCE KREMER SUBDIVISION

PROPERTY INFORMATION:

CURRENT ZONING: RI-LDMM PROPOSED ZONING (if applicable): RI-LDMM

CURRENT LAND USE(S): RESIDENTIAL PROPOSED LAND USES (if changing): RESIDENTIAL

APPLICANT INFORMATION:

PROPERTY OWNER: BAIRTH HAMBERG | FRANCES BRANN/KRISTINA SCHELLER

PROPERTY OWNER ADDRESS: 203 JEFF DAVIS ST, SITKA | 2116 SAWMILL CREEK RD.

STREET ADDRESS OF PROPERTY: 207 SHOTOWN AVE | 2116 SAWMILL CREEK RD.

APPLICANT'S NAME: KRISTINA SCHELLER

MAILING ADDRESS: 2116 SAWMILL CREEK ROAD

EMAIL ADDRESS: KRISTINASCHELLER@GMAIL.COM DAYTIME PHONE: 907 623 8242

PROPERTY LEGAL DESCRIPTION:

TAX ID: _____ LOT: 4 | 27 BLOCK: _____ TRACT: _____

SUBDIVISION: Johnstone | CLARENCE US SURVEY: _____ | 3302
KREMER

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 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.

Brian + Hunter
Owner

7/15/2020
Date

Frances Brann
Owner

7/15/2020
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.

Kristin Schell
Applicant (If different than owner)

7/15/2020
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: LOT 4 28.568 SQFT AND
LOT 27 180.949 SQFT . MOSTLY WOODED
LOTS. LOT 27 HAS 2 DWELLINGS
LOT 4 IS NOT BUILT ON.
- EXISTING UTILITIES AND UTILITY ROUTES: LOT 4 HAS NO UTILITIES
AND LOT 27 HAS FULL UTILITIES THROUGH LOT 2 OF CLARENCE
KREMER SUBDIV.
- PROPOSED UTILITIES AND UTILITY ROUTES: NO CHANGE
- ACCESS, ROADS, TRANSPORTATION, AND MOBILITY: LOT 27 HAS FULL ACCESS
BY CAR
- IMPACT OF PROPOSAL ON ANY EXISTING EASEMENTS: ACCESS EASEMENT OF
LOT 4 WILL BECOME UNNECESSARY
- PUBLIC HEALTH, SAFETY, AND WELFARE: NO IMPACT
- ACCESS TO LIGHT AND AIR: NO IMPACT

Last Name

Date Submitted

Project Address

• ORDERLY AND EFFICIENT LAYOUT AND DEVELOPMENT: NO IMPACT

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

LOT 4 IS UNBUILT ON. LOT 27 HAS A MAIN HOUSE
ABOUT 30 FT FROM WESTERN LOT LINE, WORKSHOP
ABOUT 30 FT FROM WESTERN LOT LINE, CABIN ABOUT 120 FT
FROM EASTERN LOT LINE. BOATHOUSE 15 FT FROM WESTERN LOT LINE

• EXISTENCE OF ANY ENCROACHMENTS: NONE

• AVAILABILITY OF REQUIRED PARKING: AMPLE

• SUMMARY OF PROPOSED EASEMENT AGREEMENTS OR COVENANTS: REMAIN AS THEY ARE

ANY ADDITIONAL COMMENTS REASON FOR PURCHASE OF
LOT 4 IS TO PRESERVE NATURAL HABITAT
NEAR OR MAIN HOUSE

Kaptein Scheller
Applicant

7/15/2020
Date

Last Name

Date Submitted

Project Address