



# 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:

Using my primary residence  
as a short term / long term rental while I am  
out commercial fishing.

### PROPERTY INFORMATION:

CURRENT ZONING: R1 PROPOSED ZONING (if applicable): \_\_\_\_\_

CURRENT LAND USE(S): Residential PROPOSED LAND USES (if changing): \_\_\_\_\_

### APPLICANT INFORMATION:

PROPERTY OWNER: Ocean Mayo

PROPERTY OWNER ADDRESS: 1710 Halibut Point Rd Sitka, AK 99835

STREET ADDRESS OF PROPERTY: "

APPLICANT'S NAME: Ocean Mayo

MAILING ADDRESS: 1710 Halibut Point Rd. Sitka, AK 99835

EMAIL ADDRESS: oceanmayo@hotmail.com DAYTIME PHONE: 907-738-0880

### PROPERTY LEGAL DESCRIPTION:

TAX ID: 25060000 LOT: 4C BLOCK: 1700 TRACT: \_\_\_\_\_

SUBDIVISION: Cascade Creek US SURVEY: 3806

Mayo  
Last Name

11/18/20  
Date Submitted

1710 Halibut Point Rd. Sitka,  
Project Address AK 99835

## 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.

Applicant (If different than owner)

Date

Last Name

Date Submitted

Project Address

94835

Margo

11/18/20

1710 Halibut Point Rd. Sitka, AK



**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: \_\_\_\_\_

**CRITERIA TO DETERMINE IMPACT – SGC 22.24.010(E)** (Please address each item in regard to your proposal)

- Hours of operation: Check in at 3pm Check out at 11am
- Location along a major or collector street: House is on a Major Road way
- Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses:  
Traffic will be similar to existing traffic when I am actively at my residence. I see no impact on nearby land uses
- Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario: None
- Effects on vehicular and pedestrian safety: None, that currently don't already exist.
- Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: Very accessible
- Describe the parking plan & layout: Parking is on the lot on gravel with space for multiple vehicles
- Proposed signage: None

Mayo  
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1710 HPR  
Project Address



- Presence of existing or proposed buffers (ie. Fences, boundary walls, natural barriers, etc.) on the site or immediately adjacent the site:

There is currently a Privacy Fence between my neighbor to the South. And a hill full of trees ~~and~~ between my neighbor on the West East

- Amount of noise to be generated and its impacts on neighbors: I anticipate no more noise than I currently generate living in my residence

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

- Mitigation/ Management Plan (How will site be managed to ensure low/no impact on neighbors?)

My rental is only for two guests. The renters informational handout states to keep the noise down in the evenings and mornings. Also parties and Events are not allowed.

Mayo

Last Name

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1710 HPR

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

1. The city may use design standards and other elements in this code to modify the proposal. A **conditional use** permit may be approved only if all of the following findings can be made regarding the proposal and are supported by the record that the granting of the proposed **conditional use** permit will not:

	Initial
a. Be detrimental to the public health, safety, and general welfare;	Om
b. Adversely affect the established character of the surrounding vicinity; nor	Om
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.	Om
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.	Om
2. The granting of the proposed <b>conditional use</b> permit is consistent and compatible with the intent of the goals, objectives and policies of the <b>comprehensive plan</b> and any implementing regulation.	Om
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.	Om
4. The proposed use will not introduce hazardous conditions at the site that cannot be mitigated to protect adjacent properties, the vicinity, and the public health, safety and welfare of the community from such hazard.	Om
5. The <b>conditional use</b> will be supported by, and not adversely affect, adequate public facilities and services; or that conditions can be imposed to lessen any adverse impacts on such facilities and services.	Om
6. Burden of Proof. The <b>applicant</b> has the burden of proving that the proposed <b>conditional use</b> meets all of the criteria in subsection B of this section.	Om

**ANY ADDITIONAL COMMENTS** I feel I am in line with Sitka Comprehensive Plan. My Proposed Conditional use permit will only bring in tax revenue to Sitka without taking any long term rentals off the market, because I will only be renting while out fishing and using my residence the rest of the year.

 Ocean Mayo  
Applicant

11/18/20  
Date

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