



CITY AND BOROUGH OF SITKA

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT GENERAL APPLICATION

- 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: New building being built
Use of First Floor building(s) for
long term rental. OFFICE, ART STUDIO, or Apartment.

PROPERTY INFORMATION:

CURRENT ZONING: Commercial PROPOSED ZONING (if applicable): _____

CURRENT LAND USE(S): personal PROPOSED LAND USES (if changing): rentals / personal

APPLICANT INFORMATION:

PROPERTY OWNER: Lenise Henderson - Fontenot

PROPERTY OWNER ADDRESS: 711 Biorka St

STREET ADDRESS OF PROPERTY: 302 Monastery

APPLICANT'S NAME: Lenise Henderson Fontenot

MAILING ADDRESS: 711 Biorka St

EMAIL ADDRESS: lenisehf@mac.com DAYTIME PHONE: 907 314 0456

Henderson-Fontenot 5/17/21 302 Monastery
Last Name Date Submitted Project Address

REQUIRED SUPPLEMENTAL 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
- ☐ Proof of filing fee payment
- ☐ Other: _____

For Marijuana Enterprise Conditional Use Permits Only:

- ☐ AMCO Application

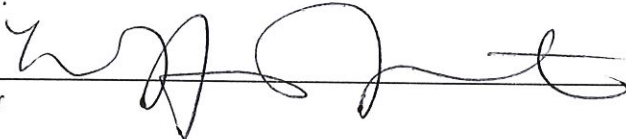
For Short-Term Rentals and B&Bs:

- ☐ 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

5/17/21

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

Henderson-Fontenot

Last Name

Date Submitted

302 Monastery

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: long term rental apartment

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

- Hours of operation: 24/7 home
- Location along a major or collector street: monastery st.
- Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses:
minimal
- 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: minimal
- Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: yes.
- Describe the parking plan & layout: long driveway
- Proposed signage: none

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

Current fences will remain
and updated.

- Amount of noise to be generated and its impacts on neighbors: minimal

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

Low profile, should be pleasant looking. Will match
paint, windows, trim, & roofing to existing cottage.
landscaping will be low maintenance and neat.

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

Because of location easy walking, bicycling to town
1 or 2 person occupancy

Henderson-Fontenot

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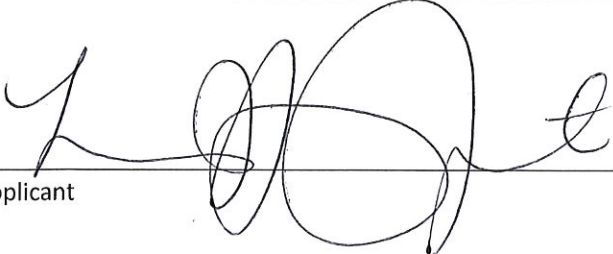
REQUIRED FINDINGS (SGC 22.30.160(C):

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;	WFF
b. Adversely affect the established character of the surrounding vicinity; nor	WFF
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.	WFF
2. The granting of the proposed <u>conditional use permit</u> is consistent and compatible with the intent of the goals, objectives and policies of the <u>comprehensive plan</u> and any implementing regulation.	WFF
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.	WFF
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.	WFF
5. The <u>conditional use</u> 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.	WFF
6. Burden of Proof. The <u>applicant</u> has the burden of proving that the proposed <u>conditional use</u> meets all of the criteria in subsection B of this section.	WFF

ANY ADDITIONAL COMMENTS

Hoping to provide additional long term rental housing
for our town.


Applicant

5/17/21
Date

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Last Name

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