



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: Property was rezoned from Residential to Recreation on 9/14/21

to facilitate this development. As part of the rezone, CBS, Shee Atika and Adventure Sitka agreed to include

"amusement and entertainment", "eating and drinking places" as conditional uses within a Recreation Zone.

The tourism development being proposed contains a salmon bake & and an aerial adventure which require CUP's

PROPERTY INFORMATION:

CURRENT ZONING: Recreation PROPOSED ZONING (if applicable): N/A

CURRENT LAND USE(S): Undeveloped PROPOSED LAND USES (if changing): Tourism activities:

Cultural Tour; Welcome Pavillion; Salmon Bake; Aerial Adventure Park

APPLICANT INFORMATION:

PROPERTY OWNER: City and Borough of Sitka

PROPERTY OWNER ADDRESS: 100 Lincoln Street, Sitka, AK 99835

STREET ADDRESS OF PROPERTY: 4951 Harbor Point Rd.

APPLICANT'S NAME: Shee Atika

MAILING ADDRESS: 315 Lincoln Street, Suite 300, Sitka, AK 99835

EMAIL ADDRESS: karl@sheeatika.com DAYTIME PHONE: 907.747.3534

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

10/13/2021

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)

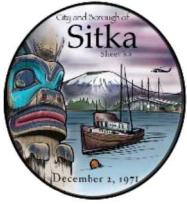
9/29/21

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: Eating and Drinking Place

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

- Hours of operation: 9 am - 4:30 pm when cruise ships are in port, or for private or school related tour.
- Location along a major or collector street: 4951 Harbor Point Rd
- Amount of vehicular traffic to be generated and impacts of the traffic on nearby land uses:
Shuttles will transport passengers the 1/2 mile from the cruise ship terminal to the site, & from the site to town
at regular 2 hour intervals throughout the day. The amount of traffic generated will not be greater than already exists from cruise ships in port.
- Potential for users or clients to access the site through residential areas or substandard street creating a cut through traffic scenario: There are no other streets adjacent to the property.
- Effects on vehicular and pedestrian safety: A DOT driveway permit is required. The proposed driveway to the site is located at a point on HPR that offers the longest site line along HPR in either direction.
- Ability of the police, fire, and EMS personnel to respond to emergency calls on the site: Driveway will have an unobstructed circular turnaround designed for a 45' bus.
- Describe the parking plan & layout: Parking for 40 vehicles is provided at the end of the driveway, layed out as a single aisle with angled spaces on either side and a one-way exit lane.
- Proposed signage: There will be one small monument sign at the driveway entrance, and one small "trailhead" type sign where the proposed cross-trail tie-in will occur.

Shee Atika/Potts

Last Name

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4951 HPR

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

No man-made buffers will be constructed. The goal is to retain the naturally occurring berm along HPR so that the site development will remain hidden from regular HPR traffic.

- **Amount of noise to be generated and its impacts on neighbors:** There is only one residential neighbor currently
adjacent to the site. The majority of vehicular traffic noise, and Salmon Feast Tour noise will occur between 9am-4:30pm on days cruise ships are in port. Park noise will only be the human

- **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?)**

See attached operations plan.

Other than the shuttle traffic that is concentrated to one area adjacent to the road, and behind a naturally occurring hill from the residential neighbor. The Salmon Feast shelter will not be visible from the road and have no visual impact on the neighbor. Any human conversational noise at the Salmon Feast shelter would be inaudible from the one residential neighbor to the south of the property. This is not a restaurant with a bar. This is a packaged tour with a defined food and beverage offer

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;	
b. Adversely affect the established character of the surrounding vicinity; 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.	
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.	
3. All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.	
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.	
5. The conditional use 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.	
6. Burden of Proof. The applicant has the burden of proving that the proposed conditional use meets all of the criteria in subsection B of this section.	

ANY ADDITIONAL COMMENTS The premise for this development
has been debated at length by the Assembly and deemed a sound
contribution to the community of Sitka.



Applicant

9/29/21

Date

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