



**CITY AND BOROUGH OF SITKA**  
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT  
SUPPLEMENTAL APPLICATION FORM  
CONDITIONAL USE PERMIT

***APPLICATION FOR SHORT-TERM RENTALS AND B&B'S***

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

- **Hours of operation & quiet hours:** \_\_\_\_\_  
\_\_\_\_\_
- **Number of guests:** \_\_\_\_\_  
\_\_\_\_\_
- **Location along a major or collector street:** \_\_\_\_\_  
\_\_\_\_\_
- **Amount of vehicular traffic to be generated and impacts of the traffic 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:** \_\_\_\_\_  
\_\_\_\_\_
- **Effects on vehicular and pedestrian safety:** \_\_\_\_\_  
\_\_\_\_\_
- **Ability of the police, fire, and EMS personnel to respond to emergency calls on the site:** \_\_\_\_\_  
\_\_\_\_\_
- **Describe the parking plan & layout:** \_\_\_\_\_  
\_\_\_\_\_
- **Proposed signage:** \_\_\_\_\_  
\_\_\_\_\_



**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 <a href="#">conditional use</a> permit is consistent and compatible with the intent of the goals, objectives and policies of the <a href="#">comprehensive plan</a> 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 <a href="#">conditional use</a> 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 <a href="#">applicant</a> has the burden of proving that the proposed <a href="#">conditional use</a> meets all of the criteria in subsection B of this section.	

**ANY ADDITIONAL COMMENTS** \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Applicant

\_\_\_\_\_  
 Date

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

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

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