



REGULAR PLANNING COMMISSION AGENDA

June 24, 2025 at 7:00 PM

Assembly Chambers/Zoom Webinar

<https://juneau.zoom.us/j/85421744892> or 1-253-215-8782 Webinar ID: 854 2174 4892

A. LAND ACKNOWLEDGEMENT

We would like to acknowledge that the City and Borough of Juneau is on Tlingit land and wish to honor the indigenous people of this land. For more than ten thousand years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be in this place, a part of this community, and to honor the culture, traditions, and resilience of the Tlingit people. *Gunalchéesh!*

B. ROLL CALL

C. REQUEST FOR AGENDA CHANGES AND APPROVAL OF AGENDA

D. APPROVAL OF MINUTES

1. April 22, 2025 Draft Minutes Regular Planning Commission - APPROVED
2. May 13, 2025 Draft Minutes Regular Planning Commission - APPROVED

E. BRIEF REVIEW OF THE RULES FOR PUBLIC PARTICIPATION

F. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS (Limited to no more than 20 minutes, with each speaker limited to a length of time set by the Mayor not to exceed three minutes.)

G. ITEMS FOR RECONSIDERATION

H. CONSENT AGENDA

1. **ARP2025 0001: Alternative Residential Subdivision Preliminary Plan to Subdivide 3.69 acres into 11 unit-lots and one parent lot on an unaddressed property in the vicinity of 10655 Glacier Highway near Wilma Avenue in a D-10 zoning district. - APPROVED AS AMENDED**

Applicant: Homeshore Engineering
Location: 10665 Glacier Hwy

DIRECTOR'S REPORT

The applicant requests approval for an Alternative Residential Subdivision Preliminary Plan to subdivide 3.69 acres into eleven (11) unit-lots and one (1) parent lot in a D-10 zoning district. The preliminary plan provides for a lot consolidation, a privately maintained access road, and eleven rough-graded unit-lots to be later developed into single-family homes similar in nature to those immediately surrounding the property.

STAFF RECOMMENDATION

Staff recommends the Planning Commission adopt the Director's analysis and findings and APPROVE the Alternative Residential Subdivision with conditions.

2. USE2025 0009: Conditional Use Permit to construct new camp facilities at Echo Ranch Bible Camp. - APPROVED AS RECOMMENDED

Applicant: Gospel Missionary Union Inc.

Location: 40001 Glacier Hwy

DIRECTOR'S REPORT

The applicant requests a Conditional Use Permit to construct new staff cabins, camper cabins and associated camp facilities at Echo Ranch. Since 1981, a series of building and land use permits have been issued for expansion of the 155-acre site. Resorts and campgrounds are allowed, with Planning Commission approval, in the Rural Reserve zoning district. To streamline permitting, the applicant requests that camp facilities be preemptively approved under USE2025 0009.

STAFF RECOMMENDATION

Staff recommends the Planning Commission adopt the Director's analysis and findings and APPROVE Conditional Use Permit USE2025 0009.

I. UNFINISHED BUSINESS

J. REGULAR AGENDA

K. OTHER BUSINESS

1. Comprehensive Plan Update

"Our Juneau, Our Future"

L. STAFF REPORTS

M. COMMITTEE REPORTS

N. LIAISON REPORT

O. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

P. PLANNING COMMISSION COMMENTS AND QUESTIONS

Q. EXECUTIVE SESSION

R. SUPPLEMENTAL MATERIALS

1. Additional Materials

S. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, e-mail: city.clerk@juneau.gov.

DRAFT MINUTES

Agenda

Planning Commission

Regular Meeting

CITY AND BOROUGH OF JUNEAU

Mandy Cole, Chair

April 22, 2025

I. LAND ACKNOWLEDGEMENT – Read by Mr. Salik.

We would like to acknowledge that the City and Borough of Juneau is on Tlingit land and wish to honor the indigenous people of this land. For more than ten thousand years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be in this place, a part of this community, and to honor the culture, traditions, and resilience of the Tlingit people. Gunalchéesh!

II. ROLL CALL

Mandy Cole, Chair, called the Regular Meeting of the City and Borough of Juneau (CBJ) Planning Commission (PC), held in Assembly Chambers of the Municipal Building, virtually via Zoom Webinar, and telephonically, to order at 6 p.m.

Commissioners present: Commissioners present in Chambers – Mandy Cole, Chair; Erik Pedersen, Vice Chair; Adam Brown; David Epstein, Jessalynn Rintala, Lacey Derr, Douglas Salik

Commissioners present via video conferencing – Nina Keller

Commissioners absent: Matthew Bell, Assistant Clerk

Staff present: Jill Lawhorne, CDD Director; Madeline Carse, CDD Administrative Assistant; Sherri Layne, Attorney III, Brandon Robinson, Planner II

Assembly members: Christine Woll

III. REQUEST FOR AGENDA CHANGES AND APPROVAL OF AGENDA

SMP2024 001 was moved from the Consent Agenda to the Regular Agenda.

IV. APPROVAL OF MINUTES

A. March 25, 2025, Draft Minutes, Regular Planning Commission

MOTION: *by Mr. Epstein to approve the March 25, 2025, Planning Commission Regular Meeting draft minutes. The motion passed.*

V. **BRIEF REVIEW OF THE RULES FOR PUBLIC PARTICIPATION**

VI. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS-** None.

VII. **ITEMS FOR RECONSIDERATION-** None.

VIII. **CONSENT AGENDA**

SMP2024 0001 was moved to the Regular Agenda.

IX. **UNFINISHED BUSINESS-** None.

X. **REGULAR AGENDA**

SMP2024 0001: Tlingit Haida Regional Housing Authority (THRHA) requests a preliminary plat review for the first 25 lots (phase one), of a 46 unit single-family/multi-family development at North Douglas Highway in a D18 zone.

Applicant: Tlingit Haida Regional Housing Authority

Location: North Douglas Highway

Director's Report

Tlingit Haida Regional Housing Authority (THRHA) requests a preliminary plat approval for the first 25 lots (phase one), of a 46 unit single-family/multi-family development in a D18 zone.

Staff Recommendation

Staff recommends that the Planning Commission adopt the Director's analysis and findings and approve the preliminary plat with conditions and plat notes.

Director Lawhorne shared that they received an email that expressed concern that staff did not include and address and meet the legal requirements for public notification under the code. She confirmed that staff did meet the legal requirements for public notification and that most vacant properties throughout the Borough do not have addresses and usually do not give out addresses unless there is a structure. She said they use the Parcel ID number, and the applicant posts notice signs, staff post in the newspaper and mail the abutter notification. She pointed out that the emailer clearly heard of the hearing, because they were able to comment, which shows that our

public notification did its job. She noted that they also send out postcards and alter colors, so people do not get used to them. She expressed that the point is to give a notification that something is happening in the vicinity with the planner's name, email, phone number, and website, so they can look further into it and/or submit comments.

Mr. Epstein stated that the email made reference an incident that happened several years ago where staff were forced to re-notice with more detailed information. He asked what the difference is between what happened then and the situation now.

Director Lawhorne responded that she did know what the previous one was in reference to.

Chair Cole asked Attorney Layne if she had any concerns about the public notice that was given for this item.

Ms. Layne did not have any concerns about the notice, as it meets what is required in the code.

Lorraine DeAsis, Tlingit & Haida Regional Housing Authority Director of Construction, explained that the project is on North Douglas Highway, about 0.5 miles from the roundabout on the left, and spans about 17.5 acres. She said they have been working on the road plan and site plan for the entire 17.5 acres and have split it into two phases. The first phase will begin this year and pertain to the lower portion of the lot, and next year they plan to start the upper portion. They are planning single family homes that will be for sale, planning mixed use with multiple income levels, and will not be limited to tribal citizens.

Mr. Pedersen inquired about the first phase and if they are envisioning one builder coming in and constructing homes on all the lots or a mix of selling bare lots or is Tlingit & Haida going to follow through with the development after it is subdivided and build the dwelling units.

Ms. DeAsis responded that at this moment, the first phase is 21 lots, and they have the funding for approximately 15 homes, but they will see where it goes. She shared that they do not fully have it figured out if they will develop all 15 homes in the lower section but know they will not get to all of that this year, and she did not know if they would sell the lots empty or build and sell. She said the plan is mixed use, but she does not know if that will be a house that we build; however, they have a large construction company and typically do their own house construction.

Chair Cole asked if the unique street names, street light locations, sidewalk locations, hydrants, and plat notes in the conditions that CDD proposed for preliminary plat seems correct.

Ms. DeAsis responded yes. She added that they have been working with the City Engineering Department, and input from them is the reason that the plan in the packet was updated. She expressed that it will be city roads without a Homeowner's Association.

Chair Cole asked if it sounds familiar that the city was not asking for a traffic study, but DOT could be asking for one before the second phase.

Ms. DeAsis answered no that she received emails saying they did not need one, but if they will do one if needed.

Director Lawhorne clarified that in the staff report it says that depending on future development and what the second phase may be, if it meets the threshold, then it may trigger a TIA.

Chair Cole said she viewed an email from DOT that stated they wanted a TIA or traffic study if it is built out according to plan.

Director Lawhorne voiced it does state that in the agency comments.

Ms. DeAsis mentioned that they had an engineer do a traffic impact study, but it was not a full one, as he said they did not need one. However, they will comply and will do whatever needs to be done.

Director Lawhorne pointed out that the date of the DOT comments was over 6 or 7 weeks ago, so things may have changed since then.

There were no public testimony participants for the item.

Chair Cole asked the Commission for discussion.

Ms. Derr stated that the DOT study was mentioned in the introduction and also on page 177 in the packet. She asked if the Planning Commission or CDD would see that before the final plat.

Director Lawhorne answered that is not something the Commission typically would see unless it was done in advance of an application, and the Commission does not have authority over TIA. She stated that if there is something that really needs to be addressed with a project, they will typically talk about that in advance and will know to wait for a TIA. She added that usually for projects like this, DOT and the City work with what they have, and DOT has the final say on issuing the driveway permit and access. However, in her experience with working with DOT over the years, if there was really a concern, they would have flagged it more than they have.

Mr. Pedersen asked if this would come back to the Commission for approval of the final plat.

Director Lawhorne answered yes, and once they get to final plat, the applicant will have spent a lot of money on engineering and all other costs, so any concerns need to be brought up now.

Mr. Pedersen stated that the TIA is not being prompted by city code, but by something that is within DOT's regulations, but if they cannot get the approach road permitted through DOT, the subdivision cannot be built.

Mr. Epstein expressed that he would like to see a copy of the TIA.

Chair Cole commented that the issue with seeing a TIA, if required by DOT, is that it would need to be conditioned today, because it would have to be presented during the final plat review. She asked if that would get us anything.

Director Lawhorne answered she did not believe it would. She stated she would be happy to share a copy of the TIA with the Commission if one is required.

Chair Cole stated that they need to figure out what the question is they are trying to answer with

the TIA. She asked if they are concerned about access, traffic, and load, and maybe they need to be able to ask that question in such a way that they can craft a condition for the Housing Authority to meet prior to final plat review, but just reviewing the TIA would not get them there.

(The Commission took a 3-minute at ease)

Mr. Epstein shared that the issue with traffic is not at the approach road, but at the 10th and Egan Intersection and additional traffic at the roundabout.

Chair Cole commented that in her time on the Commission, they have talked about the volume of traffic that the bridge can handle at either end and further stressing those intersections. She said they all know that there needs to be another access to Douglas for health and safety and to relieve those intersections, but they do not have money to get a second crossing built. She stated it important for them to think long and hard before conditioning something that the applicant has no individual ability to influence.

Director Lawhorne voiced they have a comp plan that has looked at land use and zoning, and this land is zoned for single and multifamily use, and housing is a critical need and the number one goal of the Assembly and community. She expressed that this is a good project, and they need the development. She understood the concerns and the need for a second crossing, but it should not be on the back of just one development, and she thinks the Assembly would appreciate the Commission's support in a second crossing. She noted that they received federal funding through a program called Thriving Communities and are actively working in this area with the tribes, and Tlingit & Haida are the first ones breaking ground on the project. She said they are working to address access issues and hope that by working together, we can develop the neighborhood in a comprehensive manner that addresses as much as they can.

Chair Cole stated they are just trying to figure out if there is anything to mitigate the stress on these two intersections.

Ms. Derr appreciated the conversation because she is not a builder and sees the information just as the public would see it, and she wants these questions to be out in the open, so they are not seen as trying to cover something up or not including something.

Chair Cole asked if the first 25 lots will be single-family and multi-family use, or if multi-family will be part of phase two.

Director Lawhorne answered that phase one is 25 lots for single-family use.

Mr. Pedersen noticed there was no drainage report or runoff calculations, so there is no way to look at stormwater impacts downstream of the development, but there are emails in the packet with Public Works saying the drainage study was reviewed and acceptable. He said in the future it would be nice to have more of the drainage study included in the packet.

Director Lawhorne responded that she is happy to meet with the subcommittee to talk about other things they would like to see in the applications. She said that typically the drainage and stormwater fall under general engineering and grading permits.

MOTION: by Ms. Derr to accept staff's findings, analysis, recommendations, and conditions and plat notes in the report, and approve **SMP2024 0001**. The motion passed.

XI. OTHER BUSINESS - None.

XII. STAFF REPORTS

Director Lawhorne reported that they are working on the new Title 49 Code that will go live in a couple of weeks and they are trying to set expectations. She believes they will get quicker once they have the permit software system in place. She noted that their goal is the end of 2025, and they are still on par for that. She stated that the Comprehensive Plan kicked off today at Centennial Hall during the luncheon listening session, and there will be more one more tonight and two tomorrow. She said that they have a lot of public engagement coming up over this process. She noted that the first Advisory Committee Meeting is on Thursday. They discussed cancelling June 10th, as that day is scheduled to be a large emergency training exercise where staff may be involved. She said if it becomes necessary, they will talk again, but right now the Commission does not have many cases coming in so they can accommodate that.

XIII. COMMITTEE REPORTS

Ms. Derr noted the Lands Housing and Economic Development canceled their meeting for yesterday and moved it to May 5th.

Mr. Pedersen reported that the Short-Term Rental Task Force met last week, and they are going through different regulatory options and trying to get a tiered system set up so the Assembly can choose their level of impact on the short-term rental market using various regulations and will hopefully finish that next meeting. He said they are also trying to get things wrapped up so they can have several public meetings and get the public's input on proposed short term rental regulations.

XIV. LIAISON REPORTS

Ms. Woll reported that they are in the middle of the budget and that is the primary focus for the next month or so. She said she is also looking forward to seeing what Short Term Rental Task Force comes up with and will pass on that the Planning Commission supports a second crossing to help with the upcoming development plans mentioned earlier.

XV. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS - None.

XVI. PLANNING COMMISSION COMMENTS AND QUESTIONS

Mr. Epstein asked for clarification that this is the last 6 p.m. meeting until fall.

Chair Cole confirmed yes, and that the next meeting, on May 13th, will be at 7 p.m.

XVII. EXECUTIVE SESSION - None.

XVIII. ADJOURNMENT

The April 22, 2025, Planning Commission Meeting was adjourned at 6:51 p.m.

DRAFT MINUTES

Agenda

Planning Commission

Regular Meeting

CITY AND BOROUGH OF JUNEAU

Mandy Cole, Chair

May 13, 2025

I. LAND ACKNOWLEDGEMENT – Read by Mr. Epstein.

We would like to acknowledge that the City and Borough of Juneau is on Tlingit land and wish to honor the indigenous people of this land. For more than ten thousand years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be in this place, a part of this community, and to honor the culture, traditions, and resilience of the Tlingit people. Gunalchéesh!

II. ROLL CALL

Mandy Cole, Chair, called the Regular Meeting of the City and Borough of Juneau (CBJ) Planning Commission (PC), held in Assembly Chambers of the Municipal Building, virtually via Zoom Webinar, and telephonically, to order at 7 p.m.

Commissioners present: Commissioners present in Chambers – Mandy Cole, Chair; Erik Pedersen, Vice Chair; Adam Brown; Nina Keller; David Epstein, Jessalynn Rintala, Lacey Derr, Douglas Salik

Commissioners present via video conferencing – None

Commissioners absent: Matthew Bell

Staff present: Irene Gallion, Senior Planner; Madeline Carse, CDD Administrative Assistant; Sherri Layne, Attorney III; Ilsa Lund, Planner I; Brandon Robinson, Planner II

Assembly members: None

Chair Cole announced that Mr. Bell's resignation from the Commission, and said it is likely that they will open another seat.

III. REQUEST FOR AGENDA CHANGES AND APPROVAL OF AGENDA

IV. APPROVAL OF MINUTES

PC Regular Meeting	May 13, 2025	Page 1 of 7
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A. April 8, 2025 Draft Minutes, Regular Planning Commission

MOTION: *by Mr. Pedersen to approve the April 8, 2025, Planning Commission Regular Meeting minutes subject to any minor Commission or Staff revisions. The motion passed.*

V. BRIEF REVIEW OF THE RULES FOR PUBLIC PARTICIPATION- by Chair Cole.

VI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS- None.

VII. ITEMS FOR RECONSIDERATION - None.

VIII. CONSENT AGENDA - None.

IX. UNFINISHED BUSINESS

X. REGULAR AGENDA

Case Number: VAR2025 0001
Applicant: Diane Barrans
Location: 12275 Glacier Highway

Director's Report

The applicant requests a Non-Administrative Variance for the reduction of the required front yard setback by ten (10) feet for the purpose of constructing a two-car garage and workshop with an office and storage on the second story. Approximately 40% of this lot is encompassed by the anadromous waterbody setback from Waydelich Creek, or slopes between 63-80% grade.

Staff Recommendation

Staff recommends that the Planning Commission adopt the Director's analysis and findings and APPROVE the requested Non-Administrative Variance to allow for a reduction in the front yard setback by ten (10) feet.

Ms. Gallion noted a correction to the third bullet item on the front page of the staff report. The bullet says the neighboring property got a variance for a front yard setback for a parking structure. The statement was corrected to say that the neighboring property got a variance to side yard setbacks for a primary structure. Ms. Cole asked Ms. Gallion or Ms. Layne to give the Commission an overview of the items to keep in consideration when thinking about a variance, as they have particular language that allows them to make variances.

Ms. Layne pointed out the staff report section called "Variance Standards," she said case laws clarifies financial constraints are not hardships, which is the biggest issue that trips up a lot of

variances. She encouraged the Commission to go through the summary of each standard and think about those standards when looking at this proposal and the issues with this property.

Chair Cole added to keep in mind that these are not necessarily about if the project is a good idea. The Commission must review the analysis in the variance report and discuss disagreements.

Diane Barrans, applicant, explained that she and her husband, Kelly Kirkpatrick, have owned the property since 1991. The variance allows them to optimize use of the property within the context of the constraints of geography and other limitations, including the 50-foot setback from the anadromous stream. She stated that even if they proposed building to the west side of the property, the geography prevents it, but the 50-foot setback from the stream is in close alignment with the creek bank. She noted that another limitation they had in putting the structure on the property was there is no leeway for moving the entry point of the driveway. She said they would like up to a 10-foot variance but understand that it probably will not be quite a 10-foot variance; however, they wanted to have a little bit of room for when they come to work on foundation.

Ms. Rintala brought up the public comment about line of sight when turning out of the neighbor's driveway. She shared that she looked at it on Google Maps and it did not look like it would raise a line of sight concern, but she asked the applicant to speak to that.

Ms. Barrans responded that the line of sight could be slightly improved. She voiced that one of the reasons they are placing the structure where they are is because there is a natural break in the trees. She did not believe those exiting out of the condominium parking lot would not be able to see the garage, except for maybe the height.

Mr. Pedersen pointed out that the size of the structure looks to be set up as 32 x 26. He asked if they are solid on that size, as he would be more adverse to granting a variance without knowing the size of the structure.

Ms. Barrans answered that the original thought was 28 x 32, but they do not want it to encroach furthest east of the property, so they reduced the footprint by 2 feet, which is the side that runs parallel to their existing home. She added that will allow enough space to be able to fit their two vehicles and still have a workshop area.

Chair Cole explained that generally when they get variances for setback reductions, it is often for the primary residence, and the topography of the land does not allow for a primary residence to be situated cleanly within the setbacks. She asked why this is a necessary addition to their home, as they are not planning to live in the structure.

Ms. Barrans responded they did not want to pave the area outside next to the house in order to allow them to come with a plan for gardening and the garage. She expressed they have manually managed the snow load each year, but they are getting older and planning to age in place, so this will allow them to extend their living area and give her husband a place to do his winter activities. She added that the upstairs will also be an office.

Chair Cole asked for public testimony. There were none.

Chair Cole asked for questions or considerations for staff.

Ms. Derr asked if staff saw any concerns with destabilization and eroding, as she does not want to put a structure where it could potentially fall into the creek with someone in it.

Ms. Gallion answered that the geotech information would be evaluated during the building permit process. Before the building permit can be considered, they need to get permission from this commission to move forward, then have CBJ's General Engineering team look at it.

Chair Cole asked for any discussion, questions, or a motion.

MOTION: by *Mr. Pedersen to accept staff's findings, analysis, and recommendations, and approve VAR2025 0001. The non-administrative variance would allow for a reduction in the front yard setback by up to 10 feet and allow for placement of a 26 by 32-foot structure.*

Chair Cole had some reservations, because when variances like this came before them in the past for a non-primary structure that involves unique features of the land, topography, and things like that, they have denied them based on the fact that the property owner was still able to use their property for the primary purpose. She agreed that in this case, topography makes placing the structure anywhere else nearly impossible, but she questioned if granting a variance is necessary.

Mr. Pedersen noted that in the past, the variance criteria B is what they have run into problems with, which is the unusual special conditions of the property that are not caused by the person seeking the variance. He said that is a hard burden to get past, and does not really agree with how that has been interpreted in the past.

Mr. Brown asked if there was anything in code that distinguishing a garage from not being part of a primary residency?

Chair Cole shook her head no.

Mr. Brown added that he did not know why they would distinguish it in this situation then, as most typical single family houses have a garage, and he did not think that should limit this.

Ms. Rintala added that this case fairly meets the four variance standards laid out, including that the hardship is due to the unusual or special conditions of the property that are not caused by the person seeking the variance.

Ms. Keller agreed with Ms. Rintala's comment, and shared that between the topography and the anadromous stream to keep the buffer required, it checks all the boxes.

Mr. Salik commented establishing that auxiliary structures need to be somehow attached to the primary residence will bring some unusual and ridiculous requests, and going down that path is worse than issuing a variance to let a homeowner have a garage and workspace.

Chair Cole noted that CBJ does not want to be in a place where the ordinance says someone has a piece of property but cannot use it because of unusual conditions and the way the ordinance is written. She said the variance ordinance was created because CBJ was issuing variances for a lot of different things. Her understanding of tightening the variance language was to prevent from granting a variance just because it is a good idea, but rather a variance so someone can use their property. She noted that Ms. Barrans made an argument for a reason they might use their property, but that argument has not always been accepted by this body in the past.

Mr. Pedersen said another reason the requirements were tailored was because consistently issuing variances indicates that the code is not proper, but they are redoing it right now.

Chair Cole voiced she has always been uncomfortable with how narrow the variance language was and is an advocate of expanding it. She asked Ms. Layne if her understanding of the variance language and the reasons for it is correct, and if she foresees any issue with granting this variance.

Ms. Layne stated that Chair Cole did a great job summarizing the reasons why, as variances were being given for everything and the code was very broad, so they rewrote the code to make it much more narrow, which may have been too narrow. She pointed out that it is in line with state and case law; however, the Commission has discretion to loosen that up and provide their own opinion and grant variances if they want, as long as they articulate the reasons. She agreed something like this would have probably been denied from Commission and the Department in this past, but this time it was a yes from the Department.

Chair Cole noted this variance is different from those in the past, because there really is no choice in terms of placement.

Mr. Pedersen said reading through the variance criteria, he felt staff did a good job summarizing why this would fit the criteria, so he did not have edits to say why they would grant the variance.

Mr. Rintala agreed that staff wrote this thoroughly, as it enumerates how the requestor did not create the conditions that are making the variance appropriate. She voiced that the building was constructed before current zoning, so they did not create the situation that has necessitated getting a variance. She added that she also personally has a lot of respect for keeping a safe distance from salmon streams and likes to see construction honoring that.

The motion passed with no objection.

XI. OTHER BUSINESS - None.

XII. STAFF REPORTS

Ms. Gallion reported that the Downtown Douglas West Juneau Area Plan draft is available for public commit through May 31st. They had an open house last week with about 60 people in attendance, with the most robust turnout she has seen from the Steering Committee. She stated that staff will look at the comments and hope to have it before

the Commission before the second meeting in July. She commented that there is an online survey on the Comp Plan open through May 31st to get initial ideas, and the Advisory Committee will meet in June to review comments and work out the division statement.

XIII. COMMITTEE REPORTS

Ms. Derr attended the Lands, Housing, & Economic Development Committee Meeting on May 5th, where they discussed short term rentals and going from a \$25 a day for not complying to a flat \$100 a day, more clear reporting requirements for listing the rental and monthly reports from the rental platforms, privatizing Eaglecrest, and there was a recommendation for a land purchase at 2nd and Franklin, the little parking lot next to the Baranof, for a potential 15-story building that essentially has no limitations on it. She noted that the Bureau of Land Management and Mayflower Island discussion is in process to potentially give Mayflower Island back, and the Committee granted \$1 million to Tlingit and Haida for the Floyd Dryden Building for childcare. She noted that the discomfort in granting two certificates of occupancies for the same property was valid, as the Lands, Housing, & Economic Development Committee had already moved forward with some things on March 17th, so in the future they may ask more questions if anything could be in conflict and make sure all the committees are communicating.

Mr. Pedersen reported on the Short Term Rental Task Force Meeting, where they are working out details and trying to figure out different levels of regulations and what could be triggering them. He said they will probably have one to two more meetings before they are comfortable doing a public meeting.

XIV. LIAISON REPORTS- None.

XV. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS- None.

XVI. PLANNING COMMISSION COMMENTS AND QUESTIONS

Chair Cole commented that she has been receiving a lot of requests about the Goldbelt dock development on the back side of Douglas and being asked what role the Planning Commission's has in that. She asked the Department if there was any information on that.

Ms. Gallion responded that they have not had any plans come their way nor any permits applied for at this time. She said Goldbelt has an environmental consultant working with them, and they have been talking with staff. She added that our compliance officer has been keeping an eye on what is going on there.

Chair Cole reassured that there will be multiple permits involved with a project like this that will have to come before this body.

Ms. Gallion added multiple permits with multiple agencies.

Chair Cole reminded the public there will be an open seat on the Commission soon and asked the public to talk the position up to people, as it is good to get additional viewpoints and experience on the Commission.

XVII. EXECUTIVE SESSION- None.

XVIII. SUPPLEMENTAL MATERIALS

XIX. ADJOURNMENT

The May 13, 2025, Planning Commission Meeting was adjourned at 7:41 p.m.



DATE: June 10, 2025
TO: Mandy Cole, Chair, Planning Commission
BY: Brandon Robinson, Planner II *B. Robinson*
THROUGH: Jill Lawhorne, Director, AICP

PROPOSAL: This is an Alternative Residential Subdivision Preliminary Plan to subdivide 3.69 acres into eleven (11) unit-lots and one (1) parent lot in a D-10 zoning district.

STAFF RECOMMENDATION: Approval with conditions

KEY CONSIDERATIONS FOR REVIEW:

- Zoning allows up to 37 residential units. 11 units are proposed.
- Project provides private access according to code.
- No density bonus is being requested.

GENERAL INFORMATION	
Property Owner	Thunder Mountain LLC
Applicant	Homeshore Engineering
Property Address	10665 Glacier Hwy
Legal Description	USS 2386 LT F LT 4B; HILLTOP LT 4
Parcel Number	4B2201070020 & 4B2201070090
Zoning	D-10
Lot Size	13,450 Square Feet (Sq. Ft.); 147,451 Sq. Ft.
Water/Sewer	CBJ
Access	Glacier Highway
Existing Land Use	Vacant
Associated Applications	None

ALTERNATIVE ACTIONS:

1. **Amend:** require additional conditions or delete or modify the recommended conditions.
2. **Deny:** deny the permit and adopt new findings for items 1-14 below that support the denial.
3. **Continue:** to a future meeting date if determined that additional information or analysis is needed to make a decision, or if additional testimony is warranted.

ASSEMBLY ACTION REQUIRED:

Assembly action is not required for this permit.

STANDARD OF REVIEW:

- Quasi-judicial decision
- Requires five (5) affirmative votes for approval
- Code Provisions:
 - CBJ 49.15 Article IX
 - CBJ 49.80

The Commission shall hear and decide the case per CBJ 49.15.900 - Purpose. *The general purpose of this article is to provide reasonable minimum standards and procedures for unit-lot residential communities in which all or some of the lots do not substantially conform to the minimum requirements for a traditional subdivided lot. This article provides a housing option to allow dwellings on unit-lots to be conveyed by long-term leases, less than fee-simple ownership, or fee-simple ownership, including condominium and other common-interest communities*

And per CBJ 49.15.930(a) - *A proposed alternative residential subdivision shall be reviewed according to the requirements of section 49.15.330, conditional use permit, and in the case of an application proposing a change in the number or boundaries of unit-lots, section 49.15.402, major subdivisions, except as otherwise provided in this article. Approval shall be a two-step process, preliminary plan approval and final plan approval. In cases involving a change in the number or boundaries of unit-lots, the preliminary and final plat submissions required by section 49.15.402 shall be included with the preliminary and final plan submissions required by this chapter.*

SITE FEATURES AND ZONING



SURROUNDING ZONING AND LAND USES	
North (D-3)	Single-Family/Duplex
South (D-10)	Multifamily
East (D-10)	Multifamily
West (D1(T)D3)	Vacant

SITE FEATURES	
Anadromous	No, ~930 Feet to NE ~1,184 Feet to SE
Flood Zone	No, 02110C1219E
Hazard	None Mapped
Hillside	Yes
Wetlands	None mapped
Parking District	No
Historic District	No
Overlay Districts	Mining & Exploration Surface Activities Exclusion District; Urban/Rural Mining District; Recreational Vehicle Park Area

BACKGROUND INFORMATION

Project Description – The applicant is proposing an ARS of eleven (11) unit-lots and one (1) parent lot. Private access, allowed under the ARS code, is proposed via Glacier Highway, approximately 100 feet north of Wilma Avenue (**Attachment A**). The finished project will include rough-graded parcels to be developed by individual landowners.

The ARS process involves two applications – a plan and a subdivision. This application is the first step. After Commission approval, the plan can be finalized and a preliminary plat submitted for review. Construction plans are required prior to final plat and will be reviewed by CBJ’s General Engineering Department for compliance with engineering standards.

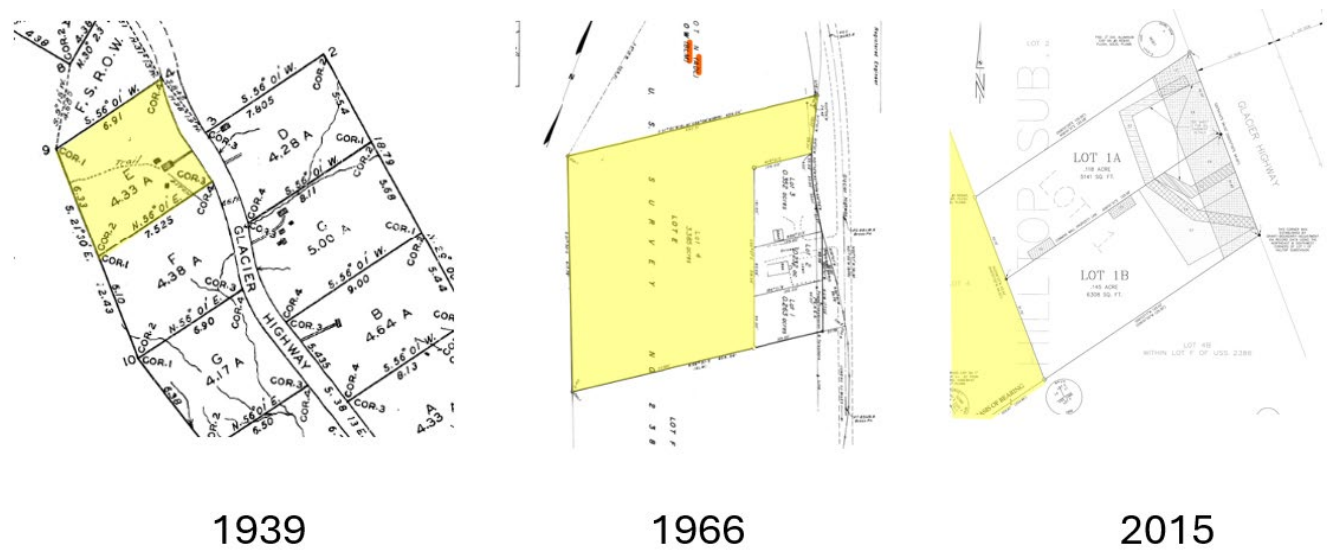
Plan	Plat	Notes
Preliminary		ARP2025 0001, this application.
Final		Homeowners Association (HOA) draft documents required.
	Preliminary	Can be submitted with or after the final plan.
	<i>Construction plan review</i>	Review prior to final plat approval.
	Final	HOA documents recorded with plat.

Two lots will be consolidated to create the parent lot. In this report, where differentiation is required, the lot number will be used.

Lot	Legal Description	Parcel	Size (square feet)
4B	USS 2386 LT F LT 4B	4B2201070020	13,450
4	HILLTOP LT 4	4B2201070090	147,451

Background – Existing lots were platted in 1939 as Lots E and F of U.S. Survey No. 2386 (**Attachment B**). Lot F was subdivided in 1960 (**Attachment C**) into eight (8) lots and Wilma Avenue. In 1983, Lot 4 was subdivided into Lots 4A and 4B with the note that access to Lot 4A was restricted to Wilma Avenue (**Attachment D**). Lot 4A is currently in use with a single-family structure built on the site in 1984 (**Attachment E**). Thunder Mountain LLC demolished a mobile home and a shed to clear Lot 4B for development (**Attachments F and G**).

Lot E was subdivided in 1966 into four (4) lots (**Attachment H**), with one of the subsequently formed lots subdivided again in 2015 (**Attachment I**). Lot 4 is the largest of the lots.



The area was identified as a transition zone and officially transitioned from D-1 to D-10 in 2012 as a result of the extension of utilities (**Attachments J and K**).

The table below summarizes relevant history for the lot and proposed development.

Item	Summary
PAC2022 0035	Pre-application conference for consolidation then ARS subdivision of Lot 4 and Lot 4A.
DMO2016 0013	Demolition of mobile home on Lot 4B.
AME2010 0008	Transition rezone from D-1 to D-10 due to the extension of utilities.
Plat 83-132W	Note 1: Access to lot 4A is restricted to Wilma Ave.
SUBW23-83	Platting resolution for 4A and 4B. 4B will provide access for this proposed project.

ANALYSIS

Phasing – There are no plans to phase development.

Zoning District and Dimensional Standards – The parent lot meets dimensional requirements for an ARS in the D-10 zoning district.

Topic and Code Reference	Summary	Complies
CBJ 49.15.920(b) Zoning Districts	An alternative residential subdivision is only allowed in the following zoning districts: RR, D-1, D-3, D-5, D-10SF, D-10, D-15, D-18, and LC. The ARS is being proposed in a D-10 District.	☒ Yes ☐ No ☐ N/A

Topic and Code Reference	Summary	Complies
CBJ 49.15.920(c) Lot Size	<i>The parent lot shall be at least 150 percent of the minimum lot size for the zoning district in which it is located. There is no minimum size for the unit-lots.</i> The minimum lot size in a D-10 district is 6,000 square feet, and 150% of that is 9,000 square feet. The proposed ARS will have a lot size of approximately 160,901 square feet.	☒ Yes ☐ No ☐ N/A
CBJ 49.15.920(d) Other Dimensional Standards	<i>The minimum lot dimensions, lot coverage, and vegetative coverage shall be applied to the parent lot and not the unit-lots.</i> The proposal includes information and a preliminary plan that describes how the potential layout would conform to the standards in the code, the proposal uses similar sizing for the dwellings from Wilma Avenue as its example. Lots to the east of Lot 4 have one single-family structure and two common-wall structures.	☒ Yes ☐ No ☐ N/A

Density – Per CBJ 49.15.920(e)(1), *The number of dwelling units permitted in the development shall be calculated by multiplying the maximum number of dwelling units per gross acre permitted in the underlying zoning district by the number of acres in the alternative residential subdivision and rounding to the nearest whole number.*

Maximum Dwelling Units Per Acre	Parent Lot Size	Maximum Density	Number of Dwelling Units Proposed
10	~3.69 acres	37	11

Density Bonus – In accordance with CBJ 49.15.920(e)(4) *the commission may award a density bonus as an incentive for enhancements to the development. The total bonus shall not exceed 50 percent in the RR, D-1, D-3, D-5, D-10 zoning districts, and 25 percent in the D-10SF, D-15, D-18 and LC zoning districts.*

The applicant is not seeking a density bonus.

Frontage and Access – Per CBJ 49.15.920(f) *The parent lot shall front on and be accessed by a publicly maintained right-of-way. Access within the development may be exempted from CBJ 49.35 and be privately owned and maintained if it complies with the following requirements (listed in the table below).*

The parent lot has frontage and access onto Glacier Highway.

The applicant proposes privately maintained access within the development. The lot does not provide enough width for a 50-foot right-of-way that would be required for a city-maintained street.

Topic and Code Reference	Summary	Complies	Recommended Condition
CBJ 49.15.920(f)(1) Location	<i>The access shall be located completely on the parent lot.</i> Access is proposed from Glacier Highway via driveway entirely on the parent lot.	☒ Yes ☐ No ☐ N/A	
CBJ 49.15.920(f)(2) Safety	<i>The access does not endanger public safety or welfare and provides for safe pedestrian and vehicular traffic circulation.</i> Access requires permitting from the Alaska Department of Transportation and Public Facilities.	☒ Yes ☐ No ☐ N/A	
CBJ 49.15.920(f)(3) Emergency Services	<i>The access complies with the emergency service access requirements of CBJ [chapter] 19.10.</i> The applicant notes that the paved access way and cul-de-sac will meet current fire code. CCFR noted that hydrant access, location, and other fire code requirements will be reviewed at time of development.	☒ Yes ☐ No ☐ N/A	
CBJ 49.15.920(f)(4) Pavement	<i>Access to and within the development is paved.</i> The applicant has proposed a paved access way and <i>cul de sac</i> .	☒ Yes ☐ No ☐ N/A	Condition: Prior to the issuance of the first temporary certificate of occupancy, access to and within the development shall be paved.
CBJ 49.15.920(f)(5) Homeowners Association (HOA)	<i>(5) The developer submits adequate evidence that upon approval of the development, a homeowner's association will be formed, can obtain liability insurance, and is solely responsible for maintaining the private access—including winter maintenance.</i>	☐ Yes ☐ No ☒ N/A	Condition: Prior to approval of the Final Alternative Residential Subdivision Plan, the applicant shall submit homeowners association, or similar, documents that comply with the requirements of CBJ 49.15.950(b).

Topic and Code Reference	Summary	Complies	Recommended Condition
	Homeowners documents are required with the Final Plan and will be recorded with the Final Plat.		
CBJ 49.15.920(f)(6) Abutting Parcels	<i>The alternative residential subdivision does not abut a developable parcel that lacks alternative and practical frontage on a publicly maintained right-of-way.</i> The proposed ARS abuts parcels that each have practical access to a publicly maintained right-of-way. The CBJ parcel has access through CBJ-owned frontage, and through Wilma Avenue.	☒ Yes ☐ No ☐ N/A	

Utilities, Drainage, and Stormwater Management –

Topic and Code Reference	Summary	Complies	Recommended Condition
CBJ 49.15.920(g) Public Utilities	<i>An alternative subdivision is required to connect each dwelling unit to public sewer and water. A master meter for water shall be installed by the developer.</i> The preliminary site plan shows the master water meter located near the cluster mailboxes toward the entrance to the subdivision.	☒ Yes ☐ No ☐ N/A	Condition: Prior to the issuance of the first temporary certificate of occupancy, a master meter for water shall be installed by the developer.
CBJ 49.15.920(i) Stormwater Management	<i>Stormwater management. Facilities for the control and disposal of stormwater must be adequate to serve the development and areas draining through the development. Management shall be in accordance with the Stormwater Best Management Practices manual.</i>	☒ Yes ☐ No ☐ N/A	

Topic and Code Reference	Summary	Complies	Recommended Condition
	The applicant notes that the stormwater system will be developed in accordance with the Department of Environmental Conservation's (DEC) standards and best management practices, and drainage will be handled according to the CBJ's Manual of Stormwater Best Management Practices. CBJ General Engineering will review the construction plan as part of the subdivision process.		

Design Requirements – The table below discusses design requirements applied to an ARS. The proposed ARS meets these requirements.

Topic and Code Reference	Summary	Complies	Recommended Condition
CBJ 49.15.920(i) Open Space	<i>Open space is required as follows: 25 percent in the RR and D-1 zoning districts; 20 percent in the D-3, D-5 and D-10 zoning districts; 15 percent in the D-10SF district. Open space is not required in the D-15, D-18, or LC zoning districts.</i> The applicant notes on their preliminary site plan that they have estimated 24.7% open space.	☒ Yes ☐ No ☐ N/A	
CBJ 49.15.920(j) Perimeter Buffer	<i>According to CBJ 49.15.920(j), there are no setback requirements on the unit lots. A parent lot perimeter buffer meeting setback requirements of this title is required.</i> The applicant has proposed a preliminary layout that meets all buffer requirements on the parent lot.	☒ Yes ☐ No ☐ N/A	

Topic and Code Reference	Summary	Complies	Recommended Condition
CBJ 49.15.920(m) Permitted Uses	<i>No primary uses are permitted on the parent lot except a recreational center, community facility, or a childcare center. Consistent with the table of permissible uses, CBJ 49.25.300, only residential uses and associated accessory structures are allowed on the unit-lots.</i> The applicant has not proposed any uses other than the residential unit-lots.	☒ Yes ☐ No ☐ N/A	
CBJ 49.15.920(n) Street Sign	<i>The developer shall install a street sign provided by the City and Borough of Juneau at the developer's expense.</i> The Community Development Department's Cartography staff have recommended a unique street name for this development, with signage to include a blue street sign common to privately maintained streets, as well as a stop sign; each unit/lot would receive a unique street-address number. The developer will propose a street name to be approved by the Director.	☒ Yes ☐ No ☐ N/A	Condition: Per CBJ 49.15.920(n), signage will be installed prior to the issuance of the first temporary certificate of occupancy.
CBJ 49.15.920(o) Mailboxes	<i>Upon consultation with the United States Postal Service, the director shall determine the placement location of mailboxes.</i> The applicant has proposed cluster mailboxes at the entrance to the subdivision.	☒ Yes ☐ No ☐ N/A	Condition: Per CBJ 49.15.920(o) the final mailbox location shall be reviewed and approved by the CDD Director and installed prior to the issuance of the first temporary certificate of occupancy.

Parking – According to CBJ 49.15.920(h), *Parking may be located on the parent lot or unit-lots.* The applicant has noted that each unit-lot is big enough to accommodate two off-street parking spaces.

Use	Units	Spaces Required	Total Spaces
Single-family Dwelling	11	2 per dwelling	22
Total Parking Requirement:			22
ADA Accessible Spaces Required:			0

Traffic – According to CBJ 49.40.300(a)(2) a traffic impact analysis is not required; the development is not anticipated to generate more than 250 Average Daily Trips.

Use	Total Sq. Ft. or insert other metric	Trips Generated	Total Trips
Single-family Dwelling	11 units	9.52 per dwelling unit	104.72
Total ADTs:			104.72

Habitat – No anadromous streams are mapped on the property. The applicant is encouraged to check with the U.S. Fish and Wildlife Service to determine the presence of eagles’ nests. Additionally, the applicant is encouraged to contact the United States Army Corps of Engineers for the presence of wetlands that may need to be filled.

Hazard Zones – The proposed ARS is not in a mapped flood, landslide, or avalanche zone. There are areas within the proposed ARS that may require a hillside endorsement if developed.

Public Health, Safety, and Welfare – There is no information proposed that suggests the project will harm the public health, safety, or welfare.

Property Value and Neighborhood Harmony – The applicant proposes single-family structures. Adjacent developed lots have single-family structures or common-wall structures. Open space exceeds requirements by 4.7 %.

AGENCY REVIEW

CDD conducted an agency review comment period between May 9, 2025, and May 23, 2025. Agency review request for comments can be found in **Attachments L and M**.

Agency	Summary
Capital City Fire and Rescue	Fire hydrant access, location, turn-around requirements, and other items pertaining to Fire Code will be reviewed at time of development. At the proposed density, there is no requirement for sprinkler systems.
CDD Building Division	No comments at this time.
EPW General Engineering	No comments at this time.

Agency	Summary
Alaska Department of Transportation and Public Facilities	No comment received.

PUBLIC COMMENTS

CDD conducted a public-comment period between May 7, 2025, and June 5, 2025. Public notice was mailed to property owners within 500 feet of the subject parcel (**Attachment N**). A public notice sign was also posted on-site two weeks prior to the scheduled hearing (**Attachments O and P**). No public comments were received as of this report.

CONFORMITY WITH ADOPTED PLANS

The proposed development is in general conformity with the 2013 Comprehensive Plan and the 2015 Juneau Economic Development Plan. Plans call for the development of housing, especially in a flexible format that fits the character of existing neighborhoods and provides housing for a variety of CBJ residents and economic groups.

PLAN	Chapter	Page No.	Item	Summary
2013 Comprehensive Plan	3	20	Policy 3.2/3.2 SOP1	Ensure the efficient utilization of land, balancing protection of natural resources; provide adequate land at a min. residential density of 10 units per gross acre.
	4	36-38	Policy 4.1/4.2/4.3	Policies promote providing an adequate supply of various types of housing for all CBJ residents and economic groups. Designate adequate supply of buildable land within urban service area, particularly along transit corridors.
	10	130	Policy 10.2	Policy promotes flexibility and creativity in residential development within the urban service boundary.
	11	156	Land Use Designation	Complies with the Medium-Density Residential (MDR) Land Use Designation.
2015 Juneau Economic Development Plan	3	33	Community Sentiment	72% of residents believe that the availability of affordable housing is a significant barrier to Juneau's economic development.
	4	41	Economic Development Principle	A healthy housing market that meets the needs of all residents and employers is an essential element of a strong economy.
	5	103	Initiative	Plan calls for promoting housing affordability and availability.

FINDINGS

Alternative Residential Subdivision Preliminary Plan Approval – Per CBJ 49.15.940(d), the director makes the following findings on the proposed Alternative Residential Subdivision Preliminary Plan:

1. *Does the proposed development protect natural features and avoid natural hazards by reserving them as open space?*

Analysis: There is a rise in the steepness of the landscape from Glacier Highway towards the southwest across the site, with some portions of the site possibly needing a hillside endorsement if developed; however, the configuration of each unit-lot could determine whether a hillside endorsement is needed.

Finding: Yes. The proposed development protects the natural features of the site and avoids development in hillside areas by reserving them as open space.

2. *Is the proposed development consistent with Title 49, the Land Use Code?*

Analysis: No further analysis needed.

Finding: Yes. With recommended conditions, the proposed development complies with CBJ 49.15 Article IX.

3. *Does the development incorporate perimeter buffers sufficient to minimize off-site impacts of the subdivision and to maximize harmony with the neighborhood?*

Analysis: No further analysis needed.

Finding: Yes. The proposed development incorporates perimeter buffers sufficient to minimize off-site impacts and maximize neighborhood harmony.

4. *Do utilities proposed for connection to the City and Borough system meet City and Borough standards, and are all others consistent with sound engineering practices, as determined by the City and Borough Engineering and Public Works Department?*

Analysis: Utility analysis is provided in review of the construction plans provided with the subdivision. General Engineering does not have any additional questions, comments, or expressed concerns about the development as of the drafting of this report. Utilities are extended to the site.

Finding: Yes. The CBJ Engineering and Public Works Department will review preliminary construction plans to determine that the development can reasonably connect to CBJ services and meet CBJ standards.

5. *Does the configuration of the development provide for economy and efficiency in utilities, housing construction, access, parking and circulation?*

Analysis: Consolidated lot density would allow 37 units under D-10 density. The proposal creates 11 residential units with yards. The development is consistent with adjacent single-family development.

Finding: Yes. The proposed development provides economy and efficiency in utilities, housing construction, access, parking and circulation.

6. *If the approval is for a phased development, is each phase consistent with the preliminary development plan and design of the entire alternative residential subdivision?*

Analysis: No analysis required.

Finding: Not applicable. The proposed development does not include phasing.

7. *Does the proposed development adequately address the cumulative impacts of the phased development on the neighborhood and the natural environment?*

Analysis: No analysis required.

Finding: Not Applicable. The proposed development does not include phasing.

8. *If the approval includes an allotment of a density bonus, the density bonus complies with section CBJ 49.15.920(e)(4).*

Analysis: No analysis required.

Finding: Not Applicable. The applicant has not proposed seeking a density bonus.

Additionally, in accordance with CBJ 49.15.930 and CBJ 49.15.330 (e) & (f), the director makes the following findings on the proposed Alternative Residential Subdivision Preliminary Plan:

9. *Is the application for the requested Alternative Residential Subdivision Preliminary Plan complete?*

Analysis: No further analysis needed.

Finding: Yes. The application contains the information necessary to conduct full review of the proposed operations. The application submittal by the applicant, including the appropriate fees, substantially conforms to the requirements of CBJ Chapter 49.15.

10. *Is the proposed use appropriate according to the Table of Permissible Uses?*

Analysis: An ARS is allowed in a D-10 district, and the residential use is listed at CBJ 49.25.300, Section 1.110 for the D-10 zoning district.

Finding: Yes. The requested use is appropriate according to the Table of Permissible Uses.

11. *Will the proposed development comply with the other requirements of this chapter?*

Analysis: No further analysis needed.

Finding: Yes. With the recommended conditions, the proposed development will comply with Title 49.

12. *Will the proposed development materially endanger public health, safety, or welfare?*

Analysis: The proposed ARS meets setback requirements, access requirements, open space, and vegetation requirements, and conforms generally to Title 49.

Finding: No. With appropriate conditions, the requested ARS in a D-10 zoning district will not materially endanger the public health or safety.

13. Will the proposed development substantially decrease the value of, or be out of harmony with, property in the neighboring area?

Analysis: No further analysis required.

Finding: No. With appropriate conditions, the requested ARS in a D-10 zoning district will not substantially decrease the value or be out of harmony with the property in the neighboring area.

14. Will the proposed development be in general conformity with the land use plan, thoroughfare plan, or other officially adopted plans?

Analysis: The proposal will develop more housing using a flexible development tactic (ARS) that fits the character of the surrounding area. The development is roughly within ¼ mile to a transit stop.

Finding: Yes. The proposed ARS, with the recommended conditions, will be in general conformity with the 2013 Comprehensive Plan and the 2015 Economic Development Plan.

RECOMMENDATION

Staff recommends the Planning Commission adopt the director's analysis and findings and **APPROVE** the preliminary plan for an ARS creating eleven (11) unit-lots and one (1) parent lot. This permit would allow the applicant to submit for the final plan.

This approval is subject to the following conditions:

1. **Condition:** Prior to the issuance of the first temporary certificate of occupancy, access to and within the development shall be paved.
2. **Condition:** Prior to approval of the Final Alternative Residential Subdivision Plan, the applicant shall submit homeowners association, or similar, documents that comply with the requirements of CBJ 49.15.950(b).
3. **Condition:** Prior to the issuance of the first temporary certificate of occupancy, a master meter for water shall be installed by the developer.
4. **Condition:** Per CBJ 49.15.920(n), signage will be installed prior to the issuance of the first temporary certificate of occupancy.
5. **Condition:** Per CBJ 49.15.920(o) the final mailbox location shall be reviewed and approved by the CDD Director and installed prior to the issuance of the first temporary certificate of occupancy.

STAFF REPORT ATTACHMENTS

Item	Description
Attachment A	Application Packet
Attachment B	Plat, 1939
Attachment C	Plat, 1960-254
Attachment D	Plat, 1983
Attachment E	Screenshot of Parcel Viewer 4A
Attachment F	Assessor Photo-2012
Attachment G	Demolition Permit-2016
Attachment H	Plat, 1966
Attachment I	Plat, 2015
Attachment J	AME10-08_NOD
Attachment K	Zoning Map
Attachment L	Agency-Review_ADOT
Attachment M	Agency-Review_Other
Attachment N	Abutters Notice
Attachment O	Public Notice Sign-Related Emails
Attachment P	Posted Public-Notice Signage Picture



DEVELOPMENT PERMIT APPLICATION

NOTE: Development Permit Application forms must accompany all other Community Development Department land use applications. This form and all documents associated with it are public record once submitted.

To be completed by Applicant	PROPERTY LOCATION	
	Physical Address 10655 GLACIER HIGHWAY	
	Legal Description(s) (Subdivision, Survey, Block, Tract, Lot) LOT 4 OF THE HILLTOP SUBDIVISION + LOT 4B OF U.S.S. 2386	
	Parcel Number(s) 4B2201070090 + 4B2201070020	
	☐ This property is located in the downtown historic district ☐ This property is located in a mapped hazard area, if so, which _____	
	LANDOWNER/ LESSEE	
	Property Owner Thunder Mountain LLC	Contact Person Traci Walker
	Mailing Address 8479 Thunder Mtn Rd, Juneau	Phone Number(s) 907-789-7555
	E-mail Address thundermtn@gei.net	
	LANDOWNER/ LESSEE CONSENT	
Required for Planning Permits, not needed on Building/ Engineering Permits.		
Consent is required of all landowners/ lessees. If submitted with the application, alternative written approval may be sufficient. Written approval must include the property location, landowner/ lessee's printed name, signature, and the applicant's name.		
I am (we are) the owner(s) or lessee(s) of the property subject to this application and I (we) consent as follows:		
A. This application for a land use or activity review for development on my (our) property is made with my complete understanding and permission.		
B. I (we) grant permission for the City and Borough of Juneau officials/employees to inspect my property as needed for purposes of this application.		
TRACI WALKER (Printed Name) Manager/member (Title) X [Signature] (Signature) 3/4/2025 (Date) Landowner/Lessee (Signature) Date		
Landowner/Lessee (Printed Name) Title (e.g.: Landowner, Lessee) X _____ Date _____ Landowner/Lessee (Signature) Date		
NOTICE: The City and Borough of Juneau staff may need access to the subject property during regular business hours. We will make every effort to contact you in advance, but may need to access the property in your absence and in accordance with the consent above. Also, members of the Planning Commission may visit the property before a scheduled public hearing date.		
APPLICANT		
If same as LANDOWNER, write "SAME"		
Applicant (Printed Name) HOMECHORE ENGINEERING	Contact Person TOBY LOCKHART	
Mailing Address 6035 SUNSET ST JUNEAU, AK 99801	Phone Number(s) 907-209-4832	
E-mail Address TOBY@HOMECHORELLC.COM		
X [Signature] (Signature)	3/12/25 (Date of Application)	
Applicant's Signature Date of Application		

DEPARTMENT USE ONLY BELOW THIS LINE

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

For assistance filling out this form, contact the Permit Center at 586-0770.

Case Number ARP25-01	Date Received 4/25/25
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Updated 6/2022 - Page 1 of 1



ALTERNATIVE RESIDENTIAL SUBDIVISION APPLICATION

See reverse side for more information regarding the permitting process and the materials required for a complete application.

NOTE: Must be accompanied by a DEVELOPMENT PERMIT APPLICATION form.

PROJECT SUMMARY

Thunder Mountain LLC proposes to consolidate Lot 4 of the Hilltop Subdivision and Lot 4B of USS 2386 and create one 3.52 acre parent lot with eleven unit lots (11du's) and one common lot.

TYPE OF ALTERNATIVE RESIDENTIAL SUBDIVISION APPROVAL REQUESTED

(please see submittal requirements on reverse)

☒ Alternative Residential Subdivision (ARP)
Preliminary Plan Approval

☐ Alternative Residential Subdivision (ARF)
Final Plan Approval (or Extension)

☐ Amendment to Approved (ARP)
Preliminary Plan*

☐ Amendment to Approved (ARF)
Final Plan*

* Minor amendments will be reviewed by the Director; Major amendments will be reviewed by the Planning Commission.

LEGAL DESCRIPTION(S) OF PROPERTY INVOLVED

Lot 4 of the Hilltop Subdivision and Lot 4B (Fraction of Lot F of USS 2386)

Number of Existing Parcels 2

Total Land Area 3.52ac

Number of Resulting Parcels 12

PROPOSED USE OF LAND AND BUILDING(S)

Zoning District(s) D10

Percent Open Space 24.7%

Right-of-Way Frontage Proposed No new ROW

Percent Buffer 11.7%

Number of Dwelling Units Proposed 11 DU

Density Proposed 3.1 DU/Acre

Parking Proposed 2 Per Unit Lot

Density Bonus ☐ YES ☒ NO

ALL REQUIRED MATERIALS ATTACHED

☒ Complete application per CBJ 49.15.940 (preliminary) or CBJ 49.15.950 (final)

☒ Pre-Application Conference notes

☒ Narrative including:

☒ Current use of land or building(s)

☒ Unique characteristics of land or building(s)

☒ How the proposed project conforms to the Comprehensive Plan and CBJ Title 49

☒ How the proposed project effects public health, safety, and welfare

☒ How the proposed project is in harmony with the surrounding neighborhood

☒ Preliminary development plan (detailed on page 2)

☐ Density Bonus

☐ Open Space

☐ Stream Setback

☐ Lower Income Households / Workforce Households

☐ Unusual Enhancements

☐ Public Right-of-Way Access

☐ Shared Use Pathways

☐ 5-Star Plus Energy Efficiency

☐ 6-Star Energy Efficiency

☐ High-efficiency Primary Heating Methods

To be completed by Applicant

DEPARTMENT USE ONLY BELOW THIS LINE

This form and all documents associated with it are public record once submitted.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

For assistance filling out this form, contact the Permit Center at 586-0770.

Case Number

ARP25-01

Date Received

4/25/25



(907) 586-0715
 CDD_Admin@juneau.org
 www.juneau.org/community-development
 155 S. Seward Street • Juneau, AK 99801

Case name

Case Number: PAC2022 0035
 Applicant: John Bean
 Property Owner: Thunder Mountain LLC
 Property Address: vacant
 Parcel Code Number: 4B2201070020 Lot 4B; vacant; 10655 Glacier Highway;
 4B2201070090 Lot 4; vacant; no address
 Site Size: 4B2201070020 Lot 4B; 13,450 square feet
 4B2201070090 Lot 4; 147,451 square feet
 Zoning: D-10
 Existing Land Use: vacant

Conference Date: August 10, 2022

Report Issued: August 26, 2022

DISCLAIMER: Pre-application conferences are conducted for purposes of providing applicants with a preliminary review of a project and timeline. Pre-application conferences are not based on a complete application, and are not a guarantee of final project approval.

List of Attendees

Note: Copies of the Pre-Application Conference Report will be emailed, instead of mailed, to participants who have provided their email address below.

Name	Title	Email address
John Bean	Applicant	jwbean@gci.net
Teri Camery	Planning	teri.camery@juneau.org
John Armstrong	Contractor	cdi@alaska.net

Pre-Application Conference Final Report

Conference Summary

Questions/issues/agreements identified at the conference that weren't identified in the attached reports.

The following is a list of issues, comments and proposed actions, and requested technical submittal items that were discussed at the pre-application conference.

Project Overview

The applicant proposes an Alternative Residential Subdivision for a vacant D-10 parcel of 147,451 square feet (4B2201070090; Lot 4) and a vacant D-10 parcel of 13,450 square feet (4B2201070020; Lot 4B). The single point of access for the subdivision will be from the smaller parcel, Lot 4B.

Alternative Residential Subdivision requirements are listed in CBJ 49.15.900, attached. Sections 49.15.930 and 49.15.940 provide the review and approval process, which may include up to four Planning Commission hearings, for the following:

- Preliminary plan
- Preliminary plat
- Final plan
- Final plat

An ADOT driveway permit will also be required for the access onto Glacier Highway.

The smaller parcel, Lot 4B, has a final demolition permit to remove a mobile home and shed (DMO20160013). There are no other building or planning permits listed for either parcel.

Planning Division

1. Zoning – D-10

An ARS is allowed in D-10 [CBJ 49.15.920(b)].

2. Subdivision – The minimum lot size for D-10 is 6,000 square feet. To develop an ARS, the lot must be at least 150 percent of the minimum lot size [CBJ 49.15.920(c)]. The parcels meet this requirement.

A lot consolidation for Lots 4 and 4B will be required. The lot consolidation may be concurrent with the ARS Subdivision.

3. Setbacks – 20' front and rear; 5' side; 13' street side. Under an ARS, dimensional standards are applied to the parent lot rather than to unit lots [CBJ 49.15.920(D)]. With Lot 4B as the access, setbacks are as follows:

- The Lot 4B frontage onto Glacier Highway to the east will be the front-yard setback, because it is the proposed access point;
- The Lot 4 west property line will be the rear-yard setback;
- The Lot 4 east property line adjacent to Glacier Highway will be the street-side yard setback;
- All remaining property lines will be side-yard setbacks.



4. **Density** – The square footage of the two lots combined is 160,901 square feet. The parcel can accommodate up to 40 lots. The applicant has proposed 13 lots.
5. **Open Space** – CBJ 49.15.920(i) dictates that 25 percent of the lot must be open space. The ARS plan will need to show the open space area with the square footage.

Open space means any parcel or area of land or water essentially unimproved and set aside, dedicated, designated or reserved for public or private use or enjoyment, or for the use and enjoyment of owners and occupants of land adjoining or in the same neighborhood as such open space.
6. **Height** – 35' permissible uses; 25' accessory uses
7. **Access** – Access is proposed from Lot 48. Glacier Highway is classified as a Collector under Ordinance 2013-9. As an ARS subdivision, the access can be either a driveway managed by the homeowners association, or a right-of-way given to the CBJ [CBJ 49.15.420(f)]. If the applicant chooses the driveway option, the driveway may be 20 feet wide. The driveway must be paved, however it does not have to be built to road standards. [CBJ 49.15.920(f)(4)]
8. **Parking & Circulation** – Two parking spaces are required for each dwelling unit, per CBJ 49.40.210. Parking may be located on either the parent lot or the unit lot. [CBJ 49.15.920(h)]
9. **Traffic** – Per CBJ 49.40.300, a traffic impact analysis is required for projects that generate more than 400 average daily trips (ADTs). A single family dwelling generates 9 ADTs. The proposal for 13 lots will not require a traffic impact analysis.
10. **Lot Coverage** – Lot coverage is 50 percent for permissible and conditional uses. Lot coverage considers structures with roofs.
11. **Vegetative Coverage** – Required vegetative cover in D10 is 30 percent.
12. **Lighting** – A lighting plan should demonstrate full cut-off fixtures and should not illuminate neighboring property.
13. **Flood/Hazard** – The property is not within a mapped flood zone or known hazard area.

Pre-Application Conference Final Report

14. **Wetlands** – Wetlands may be present on the lots, and a United States Army Corps of Engineers permit may be required for fill. Contact the Corps at (907) 753-2689.
15. **Habitat** – There are no habitats regulated by the CBJ Land Use Code. Check with the U.S. Fish and Wildlife on the presence of eagle nests in the area. The presence of eagle nests may impact construction scheduling. No anadromous waterbodies are on the subject parcels, or within 50 feet.
16. **Nonconforming situations** – There are no known nonconforming situations.

Building Division

17. **Building** – Building permits required for development will be reviewed during the submittal process. There are no outstanding permits.

General Engineering/Public Works

18. **Engineering** – Grading: Slopes and retaining structures shall be shown on the Grading Plan. The heights and slop ratios shall be quantified.
 1. **Easements:** Site plan (plat) shall include all existing and proposed easements for drainage, utility lines, plumbing lines, access, snow storage, trash (dumpster) storage, or any other shared use that requires crossing the property line.
 2. **Seismic structural design criteria:** IBC: Use ICC referenced CD-Rom Seismic Design 3.01 or figure 1613.5(12) with the listed explanation and references. IRC: Seismic Design Category: D1
19. **Drainage** – Drainage must be directed to pre-approved drainage ways and cannot be directed at neighbors or otherwise cause a nuisance. Drainage shall be shown in the Grading Plan with arrows. Any drainage structures(s) shall be identified and sizes called out.
20. **Utilities** – (water, power, sewer, etc.): Water service shall be provided. A CBJ ROW Permit and Utility Permit will be required. The plans shall include a Utility Plan that shows location of buried sewer and water utilities including valves, unions, cleanouts, and system components. Sizes and materials shall be called out. Power by others.
 1. **CBJ right-of-way (ROW) permit** – Once the construction plan for the utilities is approved, CBJ will create the ROW permit. The permit will cover the tapping of the water main and road restoration within the right-of-way (if required). Inspection fees, refundable bond amount, and conditions will be determined after review of the proposed construction plan. The extension of the utilities within the property will require further permitting and fee assessments. This process is done separately from the subdivision and typically in conjunction with the building permit application. Utility as-builts shall be submitted to GE prior to return of Bond and closure of permits.
 2. **Water Utility permit** – For the water/fire line to be installed to the new structure:
 - i. The line sizing shall be determined by the engineer. The meter is required to be installed prior to any branches in the plumbing line. The meter location and sizing shall be shown on the mechanical plans. The meter installation and conduit installation is the responsibility of the applicant. A water assessment will need to be paid and will be determined after sizing of meter and domestic line are identified.
 - ii. The requirement for providing adequate water pressure will require a booster station and/or water storage at higher elevation.
 3. **Sewer Utility permit** – For the sewer line to be installed to the new structure, the line sizing shall be determined by the engineer. The mechanical plans shall include a drainage fixture unit (DFU) count. The

Pre-Application Conference Final Report

sewer assessment and inspection fees are to be paid and will be determined after review of the DFUs and the configuration of the underground sewer line.

The applicant asked about who is responsible for maintenance of water and sewer. CBJ is responsible for water and sewer up to the property line. On private property, maintenance is up to the owners and/or developers. Water and sewer maintenance needs to be documented in the utilities agreement.

Fire Marshal

- 21. Fire Items/Access** – All buildings will be need to be sprinklered and have fire alarms.

Other Applicable Agency Review

22. Driveway permitting

Michael K. Schuler, Property Management Officer

(907) 465-4499 Desk

(907) 419-4510

michael.schuler@alaska.gov

23. United States Army Corps of Engineers: (907) 753-2689

24. United States Fish and Wildlife Service: (907) 780-1160

List of required applications

Based upon the information submitted for pre-application review, the following list of applications must be submitted in order for the project to receive a thorough and speedy review.

1. Development Permit Application (required with all applications)
2. Alternative Residential Subdivision Application

Additional Submittal Requirements

Submittal of additional information, given the specifics of the development proposal and site, are listed below. These items will be required in order for the application to be determined Counter Complete.

1. A copy of this pre-application conference report.

Exceptions to Submittal Requirements

Submittal requirements staff has determined **not** to be applicable or **not** required, given the specifics of the development proposal, are listed below. These items will **not** be required in order for the application to be reviewed.

1. n/a

Fee Estimates

The preliminary plan review fees listed below can be found in the CBJ code section 49.85.

Based upon the project plan submitted for pre-application review, staff has attempted to provide an accurate estimate for the permits and permit fees which will be triggered by your proposal.

1. Alternative Residential Subdivision preliminary plan: Assuming 13 total units, \$1440; \$400 plus \$80 per residential unit.
2. Alternative Residential Subdivision final plan: Assuming 454 total units, \$1,080; \$300 plus \$60 per residential unit.

Pre-Application Conference Final Report

NOTE: ARS fees cited include the preliminary and final plat process.

3. Public Notice Sign – for each occurrence. \$150, with \$100 refundable if the sign is returned by the Monday following the Planning Commission meeting.

For informational handouts with submittal requirements for development applications, please visit our website at www.juneau.org/community-development.

Submit your Completed Application

You may submit your application(s) online via email to permits@juneau.org

OR in person with payment made to:

City & Borough of Juneau, Permit Center
230 South Franklin Street
Fourth Floor Marine View Center
Juneau, AK 99801

Phone: (907) 586-0715

Web: www.juneau.org/community-development

Attachments:

Development Permit Application
Alternative Residential Subdivision Application
49.15.900 – Alternative Residential Subdivisions

SUBDIVISION NARRATIVE

To: Traci Walker, Manager/Member
Thunder Mountain, LLC

From: Toby Lockhart, PE T.L.
Homeshore Engineering, LLC

Date: March 12, 2025

Re: Hilltop Subdivision – Alternate Residential Subdivision *Preliminary Plan* Narrative



Introduction

Thunder Mountain LLC is seeking preliminary plan approval for a 12-lot subdivision at 10655 Glacier Highway under the City and Borough of Juneau's (CBJ's) Alternative Residential Subdivision (ARS) code (49.15.940). A pre-application conference was held on August 10, 2022 (case number PAC2022 0035) and a report was issued on August 26, 2022. The plan involves the consolidation of Lot 4 of the existing Hilltop Subdivision with Lot 4B of United States Survey 2386 into one 3.52-acre parent lot, and the creation of 11 unit lots and one common lot.

Current Use of Land or Buildings

Both Lot 4 and 4B are zoned as D10 for multifamily housing. Lot 4B is partially developed with a driveway and building pad. A mobile home was recently removed and the site has been cleared in preparation for the proposed improvements. A State of Alaska Department of Transportation driveway permit (No. 32483) for access to Glacier Highway has been obtained for up to 13 lots. Lot 4 is largely undeveloped and remains covered with evergreen trees and undergrowth common to the Auke Bay area. The new parent lot will be bordered by existing single family residential development along Glacier Highway to the northeast, and Wilma Avenue to the southeast. The City and Borough of Juneau (CBJ) owns the undeveloped land to the west, and the public water tower to the north.

Unique Characteristics of land or buildings.

The property is situated near the top of a vertical curve along Glacier Highway with a positive gradient across the site and a low-elevation ridge above and behind the proposed development. As a result, the site is relatively dry and there are no significant existing drainages traversing the property. Post-development runoff can be split, with some directed to the Glacier Highway ditches to the north, and some to the south. The water pressure within the CBJ system is also low in this area and a booster pump will be included with the final design of a water-meter hut.

How the proposed project conforms to the Comprehensive Plan and CBJ Title 49.

The development of small lots for single-family home construction will help provide affordable housing along the Mendenhall Loop Public Transit route. The proposed project will utilize the Title 49 provision for Alternate Residential Subdivisions with the goal of limiting construction costs and maintaining an affordable price point for each of the unit lots.

How the proposed project effects public health, safety, and welfare.

The water, storm, and sewer systems will be developed in accordance with the Department of Environmental Conservation (DEC) standards and best management practices. The preliminary design includes the location for a booster pump (within the water meter hut) for adequate water pressure. The 20-foot-wide paved access road and 96-foot diameter cul de sac will meet current fire code and also allow for curbside residential trash and recycling collection. Drainage will be handled in accordance with the CBJ Manual of Stormwater Best Management Practices. Construction of the driveway in accordance with the approved driveway permit will ensure safe access to and from Glacier Highway. With nearby access to the separated multi-use pathway along Glacier Highway and the many recreational opportunities it traverses, the area is conducive to the welfare of its residents.

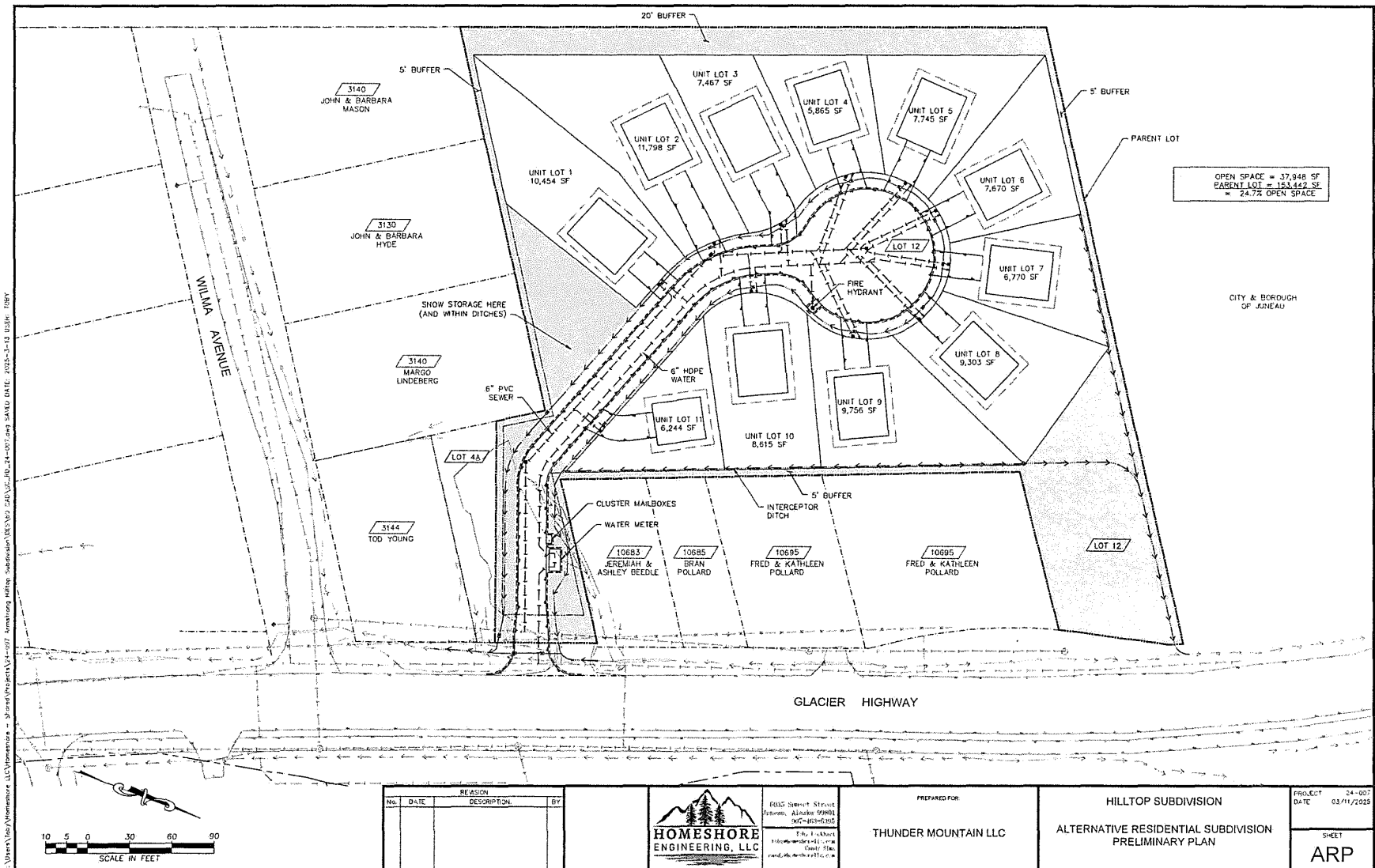
How the proposed project is in harmony with the surrounding neighborhood

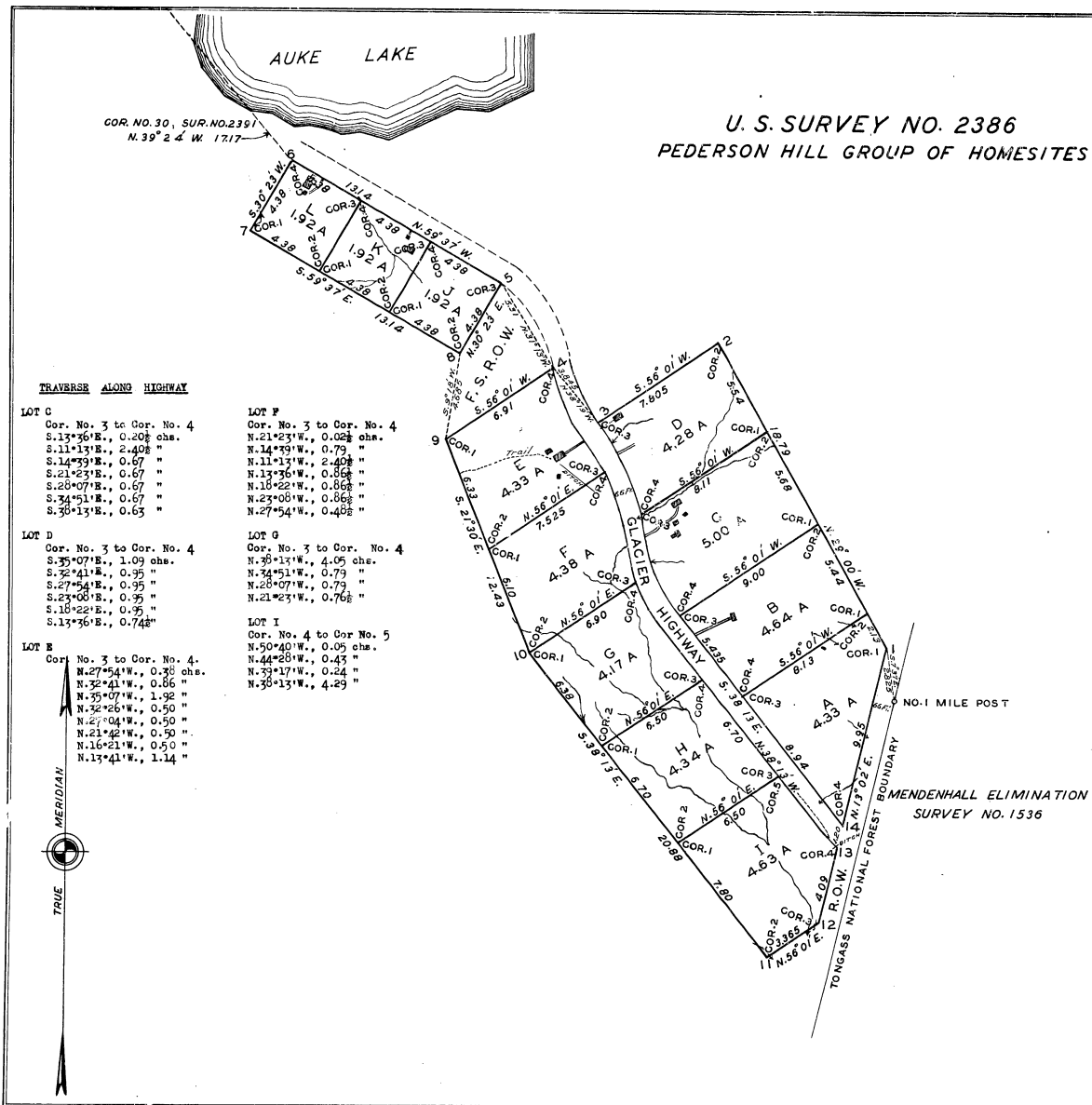
The planned single-family homes will be similar in size to the adjacent residential developments along Glacier Highway and Wilma Avenue. The 24.7% open space shown on the attached Alternate Residential Subdivision Preliminary Plan (ARP) drawing exceeds the 20% required, provides the requisite buffers, and leaves the northern corner of the parent lot mostly undeveloped. Ten of the eleven unit lots exceed the 6,000 square foot minimum lot size within the D10 zoning, allowing plenty of room to meet the 30% requirement for vegetative cover.

Miscellaneous features and Summary Statement

The entrance to the subdivision will be equipped with cluster mailboxes for ease of United States Postal Service delivery. There will be room for snow storage within the center of the cul de sac, along the open ditches, and within the southern portion of common lot 12. Each unit lot is big enough for two "off-street" parking spaces. At a proposed density of ~3.1 dwelling units per acre, a density bonus will not be required. The entirety of the common access, utilities, drainage, etc. will be constructed at once, along with rough grading for each unit lot. Except for final development of each unit lot by individual property owners after recording of the final plat, the subdivision development will not be phased.

In my professional opinion the proposed subdivision, as summarized here and illustrated in the attached ARP drawing, meets all the requirements of CBJ's Alternative Residential Subdivision (ARS) code (49.15.940).





of

U.S. SURVEY NO. 2386

of the

PEDERSON HILL GROUP OF HOMESITES

Executed under the Act of Congress,
Approved MAY 26, 1934

situated

ON GLACIER HIGHWAY, APPROXIMATELY 10 MILES
NORTHWEST OF JUNEAU

TERRITORY OF ALASKA

GROSS AREA: 50.96 ACRES

LOT Area: **45.86** acres

Scale: 4 chains to the inch

Latitude 58°21' 49" N. Longitude 134°37' 07" W.

Survey executed by

LEONARD M. BERLIN, SURVEYOR, G.L.O.
APRIL 23 - MAY 14,
1938

CERTIFICATE OF APPROVAL

PUBLIC SURVEY OFFICE

Juneau, Alaska, OCTOBER 12, 1939

The original field notes of Survey No. 2386, of the

PEDERSON HILL GROUP OF HOMESITES

from which this plat has been made, have been examined and approved, and are on file in this office, and I hereby certify that they furnish such an accurate description of said claim as will, if incorporated into a patent, serve fully to identify the premises, and that such reference is made therein to natural objects and permanent monuments, as will perpetuate and fix the Locus thereof.

And I further certify that this is a correct plat of said claim, made in conformity with said original field notes of the survey thereof, and the same is hereby approved.

Geo. J. Parker
District Cadastral Engineer

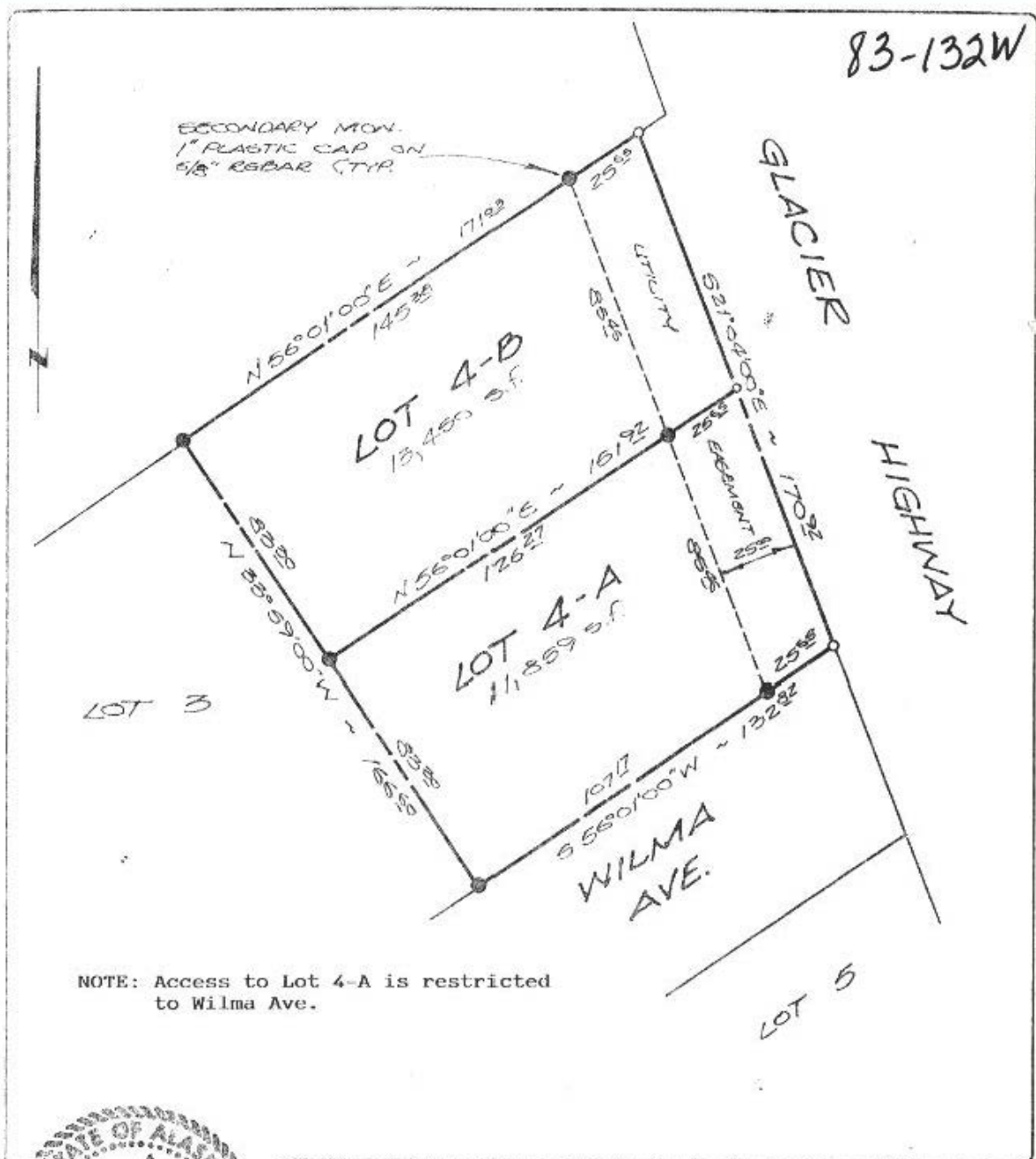
UNITED STATES
DEPARTMENT OF THE INTERIOR
GENERAL LAND OFFICE

Washington, D.C., APRIL 6, 1940

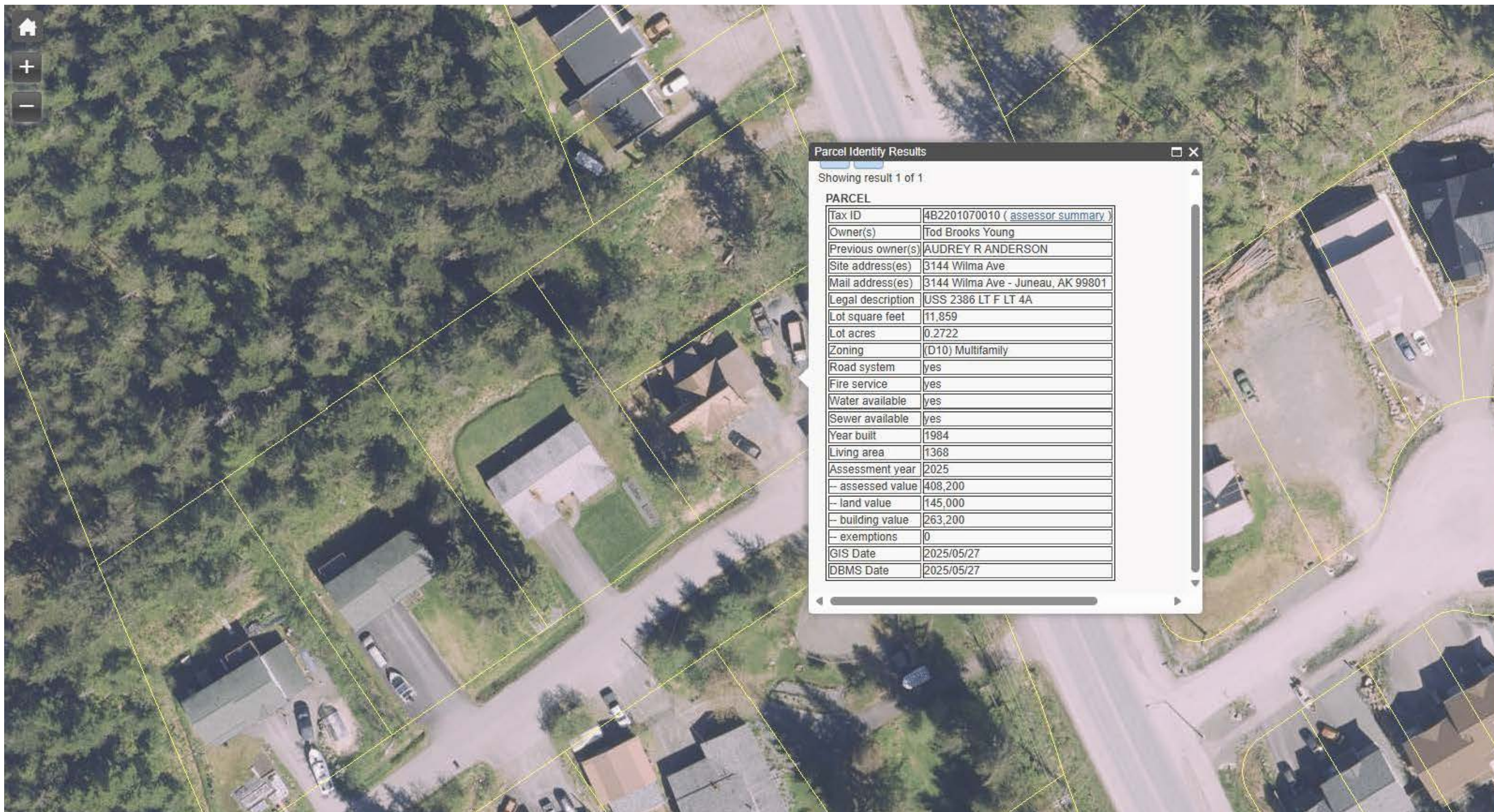
The survey represented by this plat having been correctly executed in accordance with the requirements of law and the regulations of this office, is hereby accepted.

For David Helfrich
ACTING ASSISTANT COMMISSIONER

REC.
50 D.S. 317
D.S. 283
JUNEAU (B-Z)



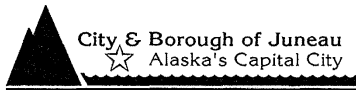
 ALASKA TECHNICAL SERVICES LAND SURVEYORS BOX 3080 JUNEAU 99803 789-0665		A MONUMENTATION PLAT OF LOTS 4-A & 4-B A FRACTION OF LOT 'F' U.S. SURVEY NO. 2386 CITY & BOROUGH OF JUNEAU, ALASKA	
		DATE 6-2-83	DRAWN M.S.



Parcel Identify Results	
Showing result 1 of 1	
PARCEL	
Tax ID	4B2201070010 (assessor summary)
Owner(s)	Tod Brooks Young
Previous owner(s)	AUDREY R ANDERSON
Site address(es)	3144 Wilma Ave
Mail address(es)	3144 Wilma Ave - Juneau, AK 99801
Legal description	USS 2386 LT F LT 4A
Lot square feet	11,859
Lot acres	0.2722
Zoning	(D10) Multifamily
Road system	yes
Fire service	yes
Water available	yes
Sewer available	yes
Year built	1984
Living area	1368
Assessment year	2025
- assessed value	408,200
- land value	145,000
- building value	263,200
- exemptions	0
GIS Date	2025/05/27
DBMS Date	2025/05/27

Attachment E – Screenshot of Parcel Viewer 4A





BUILDING PERMIT

Permit No.
DMO20160013

* NOTE: "Building Permit" is a generic term which includes Building Safety Inspection, Grading Permits, and permits for Electrical, Plumbing and Mechanical work.

Your special attention is called to the following:

This permit is granted on the express conditions that the construction shall, in all respects, conform to the ordinances of the City and Borough of Juneau. It may be revoked at any time upon violation of any of said ordinances.

The granting of this permit does not authorize the violation of any federal, state or local law regulating construction for the violation of the terms of any deed or covenant or any zoning or other regulation.

If plan review was required, this permit must be attached to the approved drawings. The permit, plans and record of inspections must be available on site at all times while the construction is in progress and before final inspection.

The yellow posting notice must be prominently displayed to show a permit has been issued and to assist the inspectors in location of the project. This permit becomes null and void if work or construction authorized is not commenced within one year or if work or construction is suspended or abandoned for a period of one year at any time after work has commenced.

Note: City Ordinances REQUIRE a Final Inspection be approved for every Building Permit.

Inspections

Inspections can be arranged by telephoning 586-1703 or by written or faxed notification.

The Online Building Inspection Request Form is at: www.juneau.org/permits/inspect_request.php.

Work shall not proceed until the inspector has approved the various stages of construction. An approved Final Inspection is required.

Call before 7:00 AM for same day inspections.

Please provide the following information: 1 Permit Number, 2 Address, 3 Type of Inspection, 4 Date and Time and 5 Contact Name and Phone Number.

Job Address: 10665 GLACIER HWY		Issued Date : 04/19/2016																	
Permit Number: DMO20160013		Parcel No: 4B2201070020																	
Project Description: Demo of old mobile home and shed																			
Parcel Information : USS 2386 LT F LT 4B																			
<table style="width: 100%;"><tr><td style="width: 30%;">Setbacks:</td><td style="width: 30%;">Zone: :</td><td style="width: 30%;">Side 1: 5.00 Ft.</td><td style="width: 10%;"></td></tr><tr><td></td><td>Front: 20.00 Ft.</td><td>Side 2: 5.00 Ft.</td><td></td></tr><tr><td></td><td>Rear: 20.00 Ft.</td><td></td><td></td></tr><tr><td></td><td>Street Side: 13.00 Ft.</td><td></td><td></td></tr></table>				Setbacks:	Zone: :	Side 1: 5.00 Ft.			Front: 20.00 Ft.	Side 2: 5.00 Ft.			Rear: 20.00 Ft.				Street Side: 13.00 Ft.		
Setbacks:	Zone: :	Side 1: 5.00 Ft.																	
	Front: 20.00 Ft.	Side 2: 5.00 Ft.																	
	Rear: 20.00 Ft.																		
	Street Side: 13.00 Ft.																		
Owner : THUNDER MOUNTAIN LLC 8479 THUNDER MOUNTAIN RD JUNEAU AK 99801		Applicant : TRACI WALKER 8479 THUNDER MOUNTAIN ROAD JUNEAU AK 99801																	
<table style="width: 100%;"><thead><tr><th style="text-align: left;">Fee Type</th><th style="text-align: left;">Date</th><th style="text-align: left;">Receipt</th><th style="text-align: left;">Amount Paid</th></tr></thead><tbody><tr><td colspan="4" style="text-align: center;">Total Fees Paid:</td></tr></tbody></table>		Fee Type	Date	Receipt	Amount Paid	Total Fees Paid:				<table style="width: 100%;"><tr><td colspan="2">Valuation for Permit Fee Calculations:</td></tr><tr><td style="text-align: center;"><u>S.F.</u></td><td style="text-align: center;"><u>Type</u></td></tr><tr><td style="text-align: center;"><u>Rate</u></td><td style="text-align: center;"><u>Amount</u></td></tr><tr><td colspan="2" style="text-align: right;">Total Valuation:</td></tr></table>		Valuation for Permit Fee Calculations:		<u>S.F.</u>	<u>Type</u>	<u>Rate</u>	<u>Amount</u>	Total Valuation:	
Fee Type	Date	Receipt	Amount Paid																
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Valuation for Permit Fee Calculations:																			
<u>S.F.</u>	<u>Type</u>																		
<u>Rate</u>	<u>Amount</u>																		
Total Valuation:																			
Project Conditions and Holds: None.																			
Inspections Required: Call for inspection before covering or concealing any of the work described below. Inspections may be combined. B-Demolition Final																			

JUNEAU PERMIT CENTER - 230 S. Franklin Street - 4th Floor, Marine View Center - Mail: 155 S. Seward Street, Juneau, AK 99801
Phone: 586-0770 - FAX: 586-3365 - Inspection Requests: 586-1703 - Email: permits@ci.juneau.ak.us
Web Site: www.juneau.org/permits

Staff Review Sheet

Planner

Permit Intake Initials: _____

FIRE ZONE ENG WAT SEW ARCH STRUC PLUM MECH ELEC ACCESS SPEC/INSP

4/19/2016

Case No: **DMO20160013**

Site Address: 10665 GLACIER HWY
Desc: Demo of old mobile home and shed

Parcel No: 4B2201070020

Residential REP | New Dwelling Units: 0
FCC Code: 645 Existing Dwelling Units: 1
Type of Construction: VB Occupancy Class: _____
Sprinkler Substitute for Type A Construction: YES NO
Sprinkler System: FULL PARTIAL NONE Required: YES NO
Alarm System: FULL PARTIAL NONE Required: YES NO
Code Edition: 2006 IRC Code Review by: [Signature] Date: 4/19/16

Valuation for Permit Fee Calculations:

S.F. Type Rate Amount

Total Valuation: _____

LAND USE

ZONE/UNITS D10 / 1
WETLAND _____
FLOOD ELEV _____
FIRM ZONE _____
FIRM MAP _____
LOT SIZE 13,450 SF
0.3 ACRES
SETBACKS
Front 20
Rear 20
Side 5
Other _____
PARKING _____
ANADROMOUS _____
EAGLES NEST _____
Coverage Permissible/Conditional
HEIGHT Permissible/Accessory
VEGETATION _____
HAZARD _____

ENGINEERING/PUB WORKS

Dwelling Units: _____
CITY WATER:
Permit #: _____
Use: _____
Assessment: _____
Service Size: _____
Line Size: _____
Meter Size: _____
CITY SEWER:
Permit #: _____
Use: _____
Assessment: _____
Fixture Units: _____

LAND USE PERMITS

ADR Case #: _____

PLAN REVIEW APPROVALS

	Initials	Date
Fire		
Zoning		
Engineering		
Water		
Sewer		
Architectural		
Structural		
Plumbing		
Mechanical		
Electrical		
Access		
Spcl Insp Form		

APPROVED FOR ISSUANCE

[Signature]
4/19/16
Date

PERMIT ISSUANCE FEES

Grading Plan Review Fee	\$
Adjusted Plan Review Fee	\$
Fast Track Fee	\$
Early Start Fee	\$
Building Permit Fee	\$
Water Assessment Fee	\$
Sewer Assessment Fee	\$
Sewer Inspection Fee	\$
Grading Permit Fee	\$
Driveway Permit Fee	\$
Bond for	\$
Other	\$
Total Issuance Fees	\$

PERMIT ISSUANCE PAYMENTS

Date	Receipt	Check	Amount
			\$
			\$
			\$

Parcel Tags:

CONDITIONS AND HOLDS ON PERMIT: (Continued on back of sheet)



Application Date: April 19, 2016

BUILDING PERMIT APPLICATION

NOTE: THIS IS NOT A BUILDING PERMIT

* NOTE: "Building Permit" is a generic term which includes Building Safety Inspections, Grading Permits, and permits for Electrical, Plumbing and Mechanical work.

Case No: **DMO20160013**

Case Description: Demo of old mobile home and shed

Site Address: **10665 GLACIER HWY**

Check No. of Existing Dwelling Units: **1**

Parcel No: 4B2201070020

No. of New Dwelling Units: **0**

Legal Description: USS 2386 LT F LT 4B

No. of Removed Dwelling Units: **1**

Applicant : TRACI WALKER
8479 THUNDER MOUNTAIN ROAD
JUNEAU AK 99801

Owner: THUNDER MOUNTAIN LLC
8479 THUNDER MOUNTAIN RD
JUNEAU AK 99801

Contractor: OWNER

PH: _____ FAX _____

Valuation for Permit Fee Calculations:

S.F. Type

Rate

Amount

Total Valuation: _____

Associated Cases:

None.

Parcel Tags:

Notes and Conditions:

Applicant's Signature

(Owner, Contractor or Authorized Agent)

Date

Staff Acceptance

I hereby certify that I have read and examined this application and know the same to be true and correct. I further certify that all provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. I understand that the granting of a permit does not presume to give authority to violate or cancel the provisions of any other federal, state or local law regulating construction or the performance of construction.

JUNEAU PERMIT CENTER - 230 S. Franklin Street - 4th Floor, Marine View Center - Mail: 155 S. Seward Street, Juneau, AK 99801
Phone: 586-0770 - FAX: 586-3365 - Inspection Requests: 586-1703 - Email: permits@ci.juneau.ak.us
Web Page: [HTTP://WWW.JUNEAU.ORG/PERMITS](http://WWW.JUNEAU.ORG/PERMITS)

BUILDING PERMIT APPLICATION

Page 1 of 2

(Including Water, Sewer, Driveway, Grading, Mechanical, Plumbing, Electrical, and Building Safety Inspections)

(APPLICANT PLEASE FILL IN TOP PORTION OF PAGE AFTER FIRST LINE)

Project No:		Project Name: (City Staff to assign name)		Case No:	Date Received:
CONTRACTOR/OWNER-BUILDER ☐ Contact by E-Mail _____ Mailing Address: <u>Thunder Mtn LLC</u> <u>8479 Thunder Mtn Rd, Juneau AK</u>				Contact Person: <u>TRACI</u> Phone No.: <u>789-7555</u> FAX No.: _____ License Number: _____	
ARCHITECT / ENGINEER ☐ Contact by E-Mail _____ Mailing Address: <u>N/A</u>				Contact Person: _____ Phone No.: _____ FAX No.: _____ License Number: _____	
PERMIT CLASS ☒ NEW ☐ ADDITION ☐ REPAIR/REMOD ☒ DEMOLITION ☐ GRADING ☐ DRIVEWAY ☐ BUILDING SAFETY ☐ OTHER _____				☐ ELECTRICAL ☐ PLUMBING ☐ MECHANICAL ☐ WOODSTOVE ☐ WATER ☐ SEWER ☐ RESIDENTIAL ☐ COMMERCIAL ☐ OTHER _____	
BUILDING TYPE EXISTING DWELLING UNITS ON PROPERTY _____ NEW DWELLING UNITS THIS PROJECT _____ TOTAL EXISTING BUILDINGS ON PROPERTY _____				DESCRIPTION OF WORK: <u>Dispose of old mobile home & sheds.</u> VALUE: _____ TYPE (ie: house, garage, deck, unfinished) _____ New: _____ Sq. Ft. New: _____ Sq. Ft. New: _____ Sq. Ft. New: _____ Sq. Ft. Cost of Remodeling: \$ _____ (if any)	
I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other federal, state or local law regulating construction or the performance of construction. Signature of Owner, Contractor or Authorized Agent: <u>Traci</u> Date: <u>4/19/2016</u> X _____ X _____					

(OFFICE USE ONLY BELOW THIS LINE)																												
BUILDINGS Occupancy Class _____ Type of Construction _____ FCC Code _____ Permit Classification _____		BUILDING PERMIT FEES PLAN REVIEW FEES Building Plan Review \$ _____ Grading Plan Review \$ _____ Total Review Fees \$ _____ PLAN REVIEW PAYMENT Date _____ Receipt No. _____ CK _____																										
<table border="1"> <thead> <tr> <th>Occupancy</th> <th>Square Feet</th> <th>@ Rate</th> <th>= Valuation</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table> Bedrooms _____ Stories _____	Occupancy	Square Feet	@ Rate	= Valuation																					LAND USE PARKING _____ FLOOD ELEV. _____ FIRM ZONE _____ FIRM MAP _____ LAND USE PERMITS: Case Number _____ Case Number _____ Case Number _____ Case Number _____	ENGINEERING/PUBLIC WORKS CITY WATER Units: _____ Case No: _____ Service - Size _____ Fire Line - Size _____ Metered _____ Extended Pay # _____ CITY SEWER Units: _____ Case No: _____ BOND Case No: _____ OTHER Case No: _____ ADEC On-site Water No _____ Date _____ ADEC On-site Sewer No _____ Date _____	PLAN REVIEW APPROVALS Initials Date Fire _____ Zoning _____ Engineering _____ Water _____ Sewer _____ Architectural _____ Structural _____ Plumbing _____ Mechanical _____ Electrical _____ Access _____ Special Inspection Form _____ APPROVED FOR ISSUANCE Signature _____ Date _____	PERMIT ISSUANCE FEES Adjusted Plan Review Fee \$ _____ Fast Track Fee \$ _____ Early Start Fee \$ _____ Building Permit Fee \$ _____ Water Assessment Fee \$ _____ Water Inspection Fee \$ _____ Sewer Assessment Fee \$ _____ Sewer Inspection Fee \$ _____ Grading Permit Fee \$ _____ Driveway Permit Fee \$ _____ Bond for \$ _____ Other \$ _____ Total Issuance Fees \$ _____ PERMIT ISSUANCE PAYMENTS Date _____ Rcpt _____ Ck _____ \$ _____ Date _____ Rcpt _____ Ck _____ \$ _____ Date _____ Rcpt _____ Ck _____ \$ _____ Date _____ Rcpt _____ Ck _____ \$ _____
Occupancy	Square Feet	@ Rate	= Valuation																									
Water Connection Permits I hereby acknowledge receipt of a _____ inch meter yoke. X _____ Date: _____																												
CONDITIONS AND HOLDS ON PERMIT: _____ _____ _____ _____ _____																												

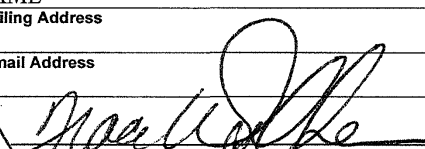
devappbd.xls rev. 9 1/26/99

Continued on Reverse Side

NOTE: MUST BE ACCOMPANIED BY DEVELOPMENT PERMIT APPLICATION FORM

DEVELOPMENT PERMIT APPLICATION

Project Number	CITY and BOROUGH of JUNEAU	Date Received:
Project Name (City Staff to Assign Name)		

PROJECT / APPLICANT INFORMATION	Project Description Tear out / dispose of old mobile home and related structures.		
	PROPERTY LOCATION		
	Street Address 10665 Glacier Hwy	City/Zip 99801	
	Legal Description(s) of Parcel(s) (Subdivision, Survey, Block, Tract, Lot) USS2386 LT F LT 4B		
	Assessor's Parcel Number(s) 4B2201070020		
	LANDOWNER/ LESSEE		
	Property Owner's Name Thunder Mounrain LLC	Contact Person: Traci	Work Phone: 907-789-7555
	Mailing Address 8479 Thunder Mtn Road, Juneau AK 99801	Home Phone:	Fax Number:
	E-mail Address thundermtn@pci.net	Other Contact Phone Number(s):	
	LANDOWNER/ LESSEE CONSENT ****Required for Planning Permits, not needed on Building/ Engineering Permits****		
I am (we are) the owner(s) or lessee(s) of the property subject to this application and I (we) consent as follows: A. This application for a land use or activity review for development on my (our) property is made with my complete understanding and permission. B. I (we) grant permission for officials and employees of the City and Borough of Juneau to inspect my property as needed for purposes of this application. X  _____ Date <u>4/19/2016</u> X _____ Date _____ Landowner/Lessee Signature			
NOTICE: The City and Borough of Juneau staff may need access to the subject property during regular business hours and will attempt to contact the landowner in addition to the formal consent given above. Further, members of the Planning Commission may visit the property before the scheduled public hearing date.			
APPLICANT If the same as OWNER, write "SAME" and sign and date at X below			
Applicant's Name SAME	Contact Person:	Work Phone:	
Mailing Address	Home Phone:	Fax Number:	
E-mail Address	Other Contact Phone Number(s):		
X  _____ Date <u>4/19/2016</u> Applicant's Signature			

OFFICE USE ONLY BELOW THIS LINE					
STAFF APPROVALS	☒	Permit Type	***SIGN	Date Received	Application Number(s)
		Building/Grading Permit			
		City/State Project Review and City Land Action			
		Inquiry Case (Fee In Lieu, Letter of ZC, Use Not Listed)			
		Mining Case (Small, Large, Rural, Extraction, Exploration)			
		Sign Approval (If more than one, fill in all applicable permit #'s)			
		Subdivision (Minor, Major, PUD, St. Vacation, St. Name Change)			
		Use Approval (Allowable, Conditional, Cottage Housing, Mobile Home Parks, Accessory Apartment)			
		Variance Case (De Minimis and all other Variance case types)			
		Wetlands Permits			
		Zone Change Application			
		Other (Describe)			
	***Public Notice Sign Form filled out and in the file.				
	Comments:				Permit Intake Initials

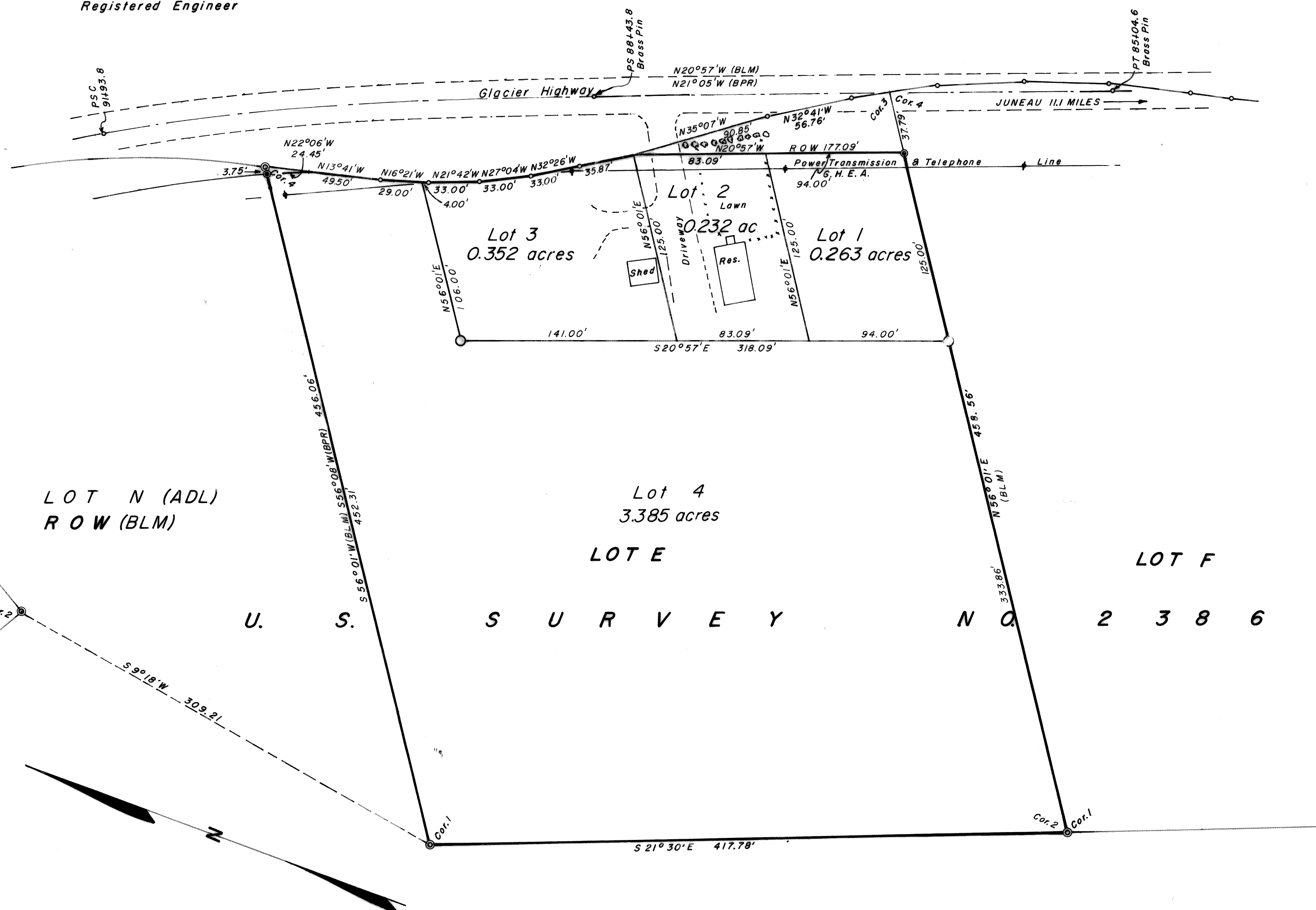
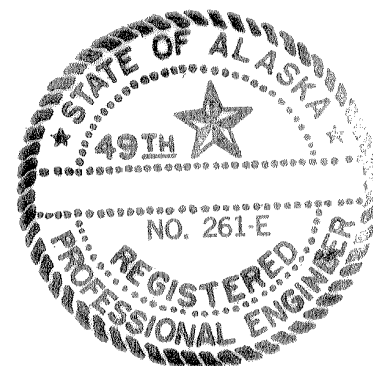
NOTE: DEVELOPMENT PERMIT APPLICATION FORMS MUST ACCOMPANY ALL OTHER COMMUNITY DEVELOPMENT DEPARTMENT APPLICATIONS
 I:\FORMS\2010 Applications Revised November 2009

CERTIFICATE OF REGISTERED ENGINEER

I hereby certify that I am registered to practice land surveying in Alaska and that this plat represents a survey made by or under my direct supervision, and that all dimensional and other details are correct.

Date

Registered Engineer



CERTIFICATE OF OWNERSHIP AND DEDICATION

I hereby certify that I am the owner of the property shown and described hereon and that I hereby adopt this plan of subdivision with my free consent, and dedicate all streets, alleys, walks, parks and other open spaces to public or private use as noted.

Sept. 12, 1966

Witnessed by:

Robert L. Driscoll
Witness

Mrs. Dave H. Mielke
Owner

William C. Kelly
Witness

Owner

ACKNOWLEDGEMENT

State of Alaska } ss.
City of Juneau }

THIS CERTIFIES that on this 12th day of September, 1966, before me, the undersigned, a Notary Public in and for the State of Alaska, personally appeared Robert L. Driscoll to me known and known to me to be the person named as grantor in the foregoing deed and he acknowledged to me that he executed the same freely and voluntarily for the uses and purposes therein mentioned.

WITNESS my hand and official seal the day and year in this certificate first above written.

Robert L. Driscoll
Notary Public for Alaska
My commission expires Dec. 12, 1969

CERTIFICATION OF APPROVAL BY THE BOARD

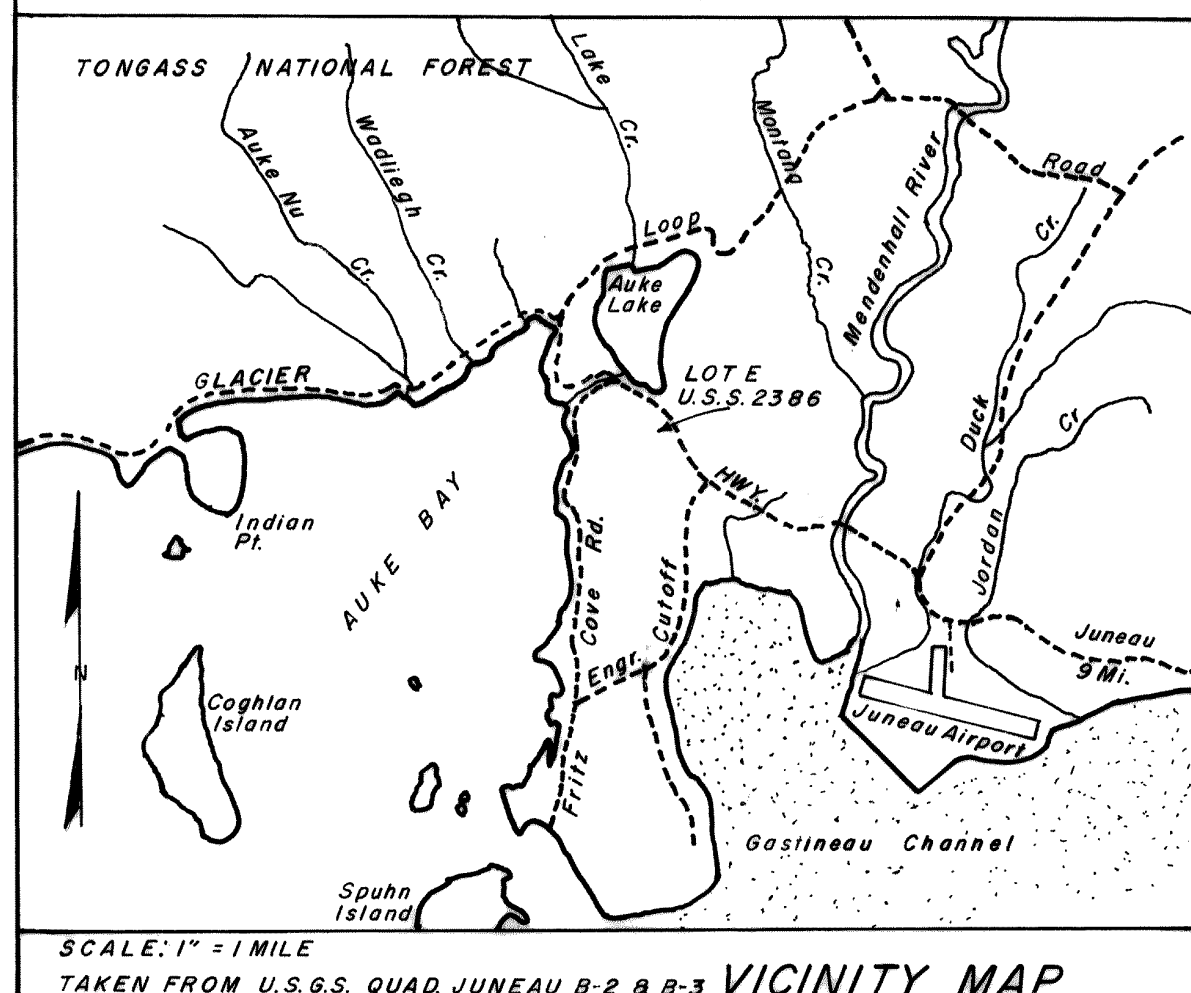
I hereby certify that the subdivision plat shown hereon has been found to comply with the subdivision regulations of the Greater Juneau Borough, and that said plat has been approved by the Board by Plat Resolution No. 97, dated 12 September, 1966, and that the plat shown hereon has been approved for recording in the office of the District Magistrate Juneau.

12 September, 1966

Ray Penick
Chairman, Greater Juneau Borough
Flatting

ATTEST:

Shirley A. Quinn
Clerk

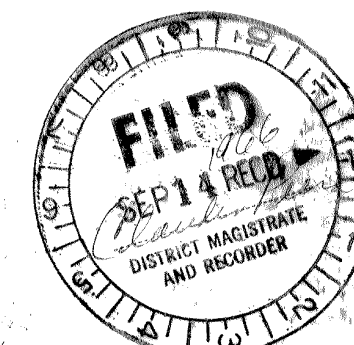


NOTE

1. Total area subdivided 4.232 acres
2. Latitude 58°22'43" North, Longitude 134°37'20" West at Corner 1, Lot E

LEGEND

- ⊙ Denotes BLM Brass Monument
- ⊙ Denotes Brass Monument marking intersection of lot line and R.O.W. of highway
- Denotes Brass Monument Set This Survey



JUNEAU
Serial No. 66-2005

A PLAT OF
HILLTOP SUBDIVISION
A SUBDIVISION OF LOT E, U.S. SURVEY
NO. 2386
LOCATED APPROXIMATELY 11 MILES NW
OF JUNEAU
SCALE: 1"=50' JUNE 1966
Wyller-Killewich-Van Doren & Hazard-
Engineers
Juneau, Alaska

NOTES:

1. THE BASIS OF BEARING FOR THIS SURVEY IS THE RECORD BEARING OF N56°01'00"E, BETWEEN A 3" DIAMETER GENERAL LAND OFFICE BRASS CAP ATOP A 1" DIA. IRON PIPE THAT REPRESENTS COMMON CORNER 1 OF LOT F AND CORNER 2 OF LOT E, PER U.S. SURVEY 2386, AND A 2" BRASS CAP ON 1" DIA. IRON PIPE THAT REPRESENTS THE MOST SOUTHERLY CORNER OF LOT OF HILLTOP SUBDIVISION, AS DEPICTED AND PRESENTED UPON THE PLAT OF HILLTOP SUBDIVISION, CONDUCTED BY WYLLER-KILLEWICH-VAN DOREN & HAZARD IN JUNE, 1966, AND RECORDED AS PLAT #481, JUNEAU RECORDING DISTRICT.
2. AT THE TIME OF CONDUCTING THE FIELD SURVEY, AND DRAFTING THIS PLAT, ALASKA DOT HAD NOT YET COMPLETED AND RECORDED A ROW MAP OF THIS SECTION OF GLACIER HIGHWAY PER PROJECT NUMBER 69550, "JNU GLACIER HWY MULTI-USE SEPARATED PATH TO UAS." THUS, A DISTANCE FROM THE EASTERLY BOUNDARY OF THIS SUBDIVISION TO THE CENTER OF THE DESIGN ALIGNMENT OF GLACIER HIGHWAY, PER DOT ROUTE MAP NO. F-095-4, IS USED TO DEFINE THE ROW FOR THIS SURVEY.
3. ALL BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARING, AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES IN U.S. SURVEY FEET.
4. THE ERROR OF CLOSURE OF POINTS MEASURED FOR THIS SURVEY IS BETTER THAN 1:5000.
5. WHERE MEASURED BEARINGS AND DISTANCES DIFFER FROM RECORD, THOSE OF RECORD ARE SHOWN IN PARENTHESIS AND REFERENCED AS NOTED.
6. THE PURPOSE OF THIS SURVEY/PLAT IS TO SUBDIVIDE LOT 1 OF HILLTOP SUBDIVISION, BEING A FRACTION OF U.S. SURVEY 2386, INTO LOTS 1A AND 1B, BEING A FRACTION OF SUBDIVISION OF LOT 1 OF HILLTOP SUBDIVISION, BEING A FRACTION OF LOT E, WITHIN UNITED STATES SURVEY 2386.
7. DOMESTIC WATER AND SANITARY SEWER PROVIDED BY THE CITY AND BOROUGH OF JUNEAU PUBLIC UTILITIES.
8. THE ON-LOT STORMWATER RUNOFF DRAINAGE IS ACCEPTABLE AS EXISTS BETWEEN LOTS OF THIS SUBDIVISION AND MAY NOT BE MODIFIED UNLESS PERMITTED BY CBJ ENGINEERING PURSUANT TO CHAPTER 19.12.120.1 BEST MANAGEMENT PRACTICES.
9. RECORD INFORMATION DERIVED FROM THE PLAT DEPICTING, AND FIELD NOTES DESCRIBING: U.S. SURVEY 2386; PLAT #481 "HILLTOP SUBDIVISION A SUBDIVISION OF LOT E, U.S. SURVEY NO. 2386." STATE OF ALASKA, DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES RIGHT OF WAY MAP "ALASKA PROJECT ROUTE NO. F-095-4." WARRANTY DEED #2014-004893-0, AND WARRANTY DEED #2014-004800-0. ALL OF THE ABOVE NOTED DOCUMENTS ARE ON FILE AT THE RECORDER'S OFFICE IN THE JUNEAU RECORDING DISTRICT.

CERTIFICATE OF APPROVAL CITY AND BOROUGH OF JUNEAU, COMMUNITY DEVELOPMENT DEPARTMENT

I hereby certify that the plat shown hereon has been found to comply with Title 4 Community Development Regulations, and is approved by City and Borough of Juneau, Community Development Department, for recording in the office of the Juneau Recording District, Juneau, AK.

Neil H. Hunt
Director, City & Borough of Juneau
Community Development Department

Date August 20, 2015

Justin J. An
Attest: Clerk, City & Borough of Juneau

STATEMENT OF OWNERSHIP

WE hereby certify that we are the owners of Lot 1, of Hilltop Subdivision, within Lot E of USS 2386, as shown and described hereon and that we hereby adopt this plat of subdivision with my free consent, and dedicate all streets, alleys, walks and other open spaces to public or private use as noted.

Fred A. Pollard
Fred A. Pollard

Date: 8/12/15

Kathleen E. Pollard
Kathleen E. Pollard

Date: 8/12/15

NOTARY ACKNOWLEDGEMENT

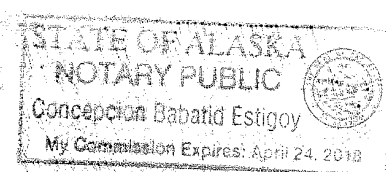
United States of America)
State of Alaska) S.S.

This is to certify that on this 12th day of August, 2015 before me the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Fred A. Pollard, and Kathleen E. Pollard, to me known to be the persons described in and who executed the above and foregoing instrument, and acknowledged to me that they signed and sealed the same freely and voluntarily for the uses and purposes therein mentioned.

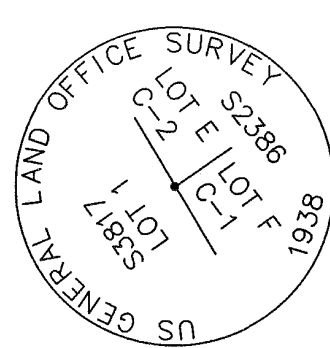
Witness my hand and official seal the day and year in this certificate first above written.

Notary Public for Juneau, AK (state) Concepcion Batista Estigoy (signature)

My commission expires: April 24, 2018

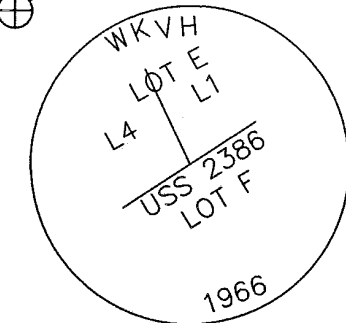


FND: 3.5" DIA. BRASS CAP ON 1" DIA. IRON PIPE, UP +/- .30' FROM ORIGINAL GROUND, SOMEWHAT LOOSE, BUT PLUMB.



BASIS OF BEARING
N56°01'00"E 333.87' (333.86')

FND: 2" DIA. BRASS CAP ON 1" DIA. IRON PIPE, FLUSH, SOLID, PLUMB.

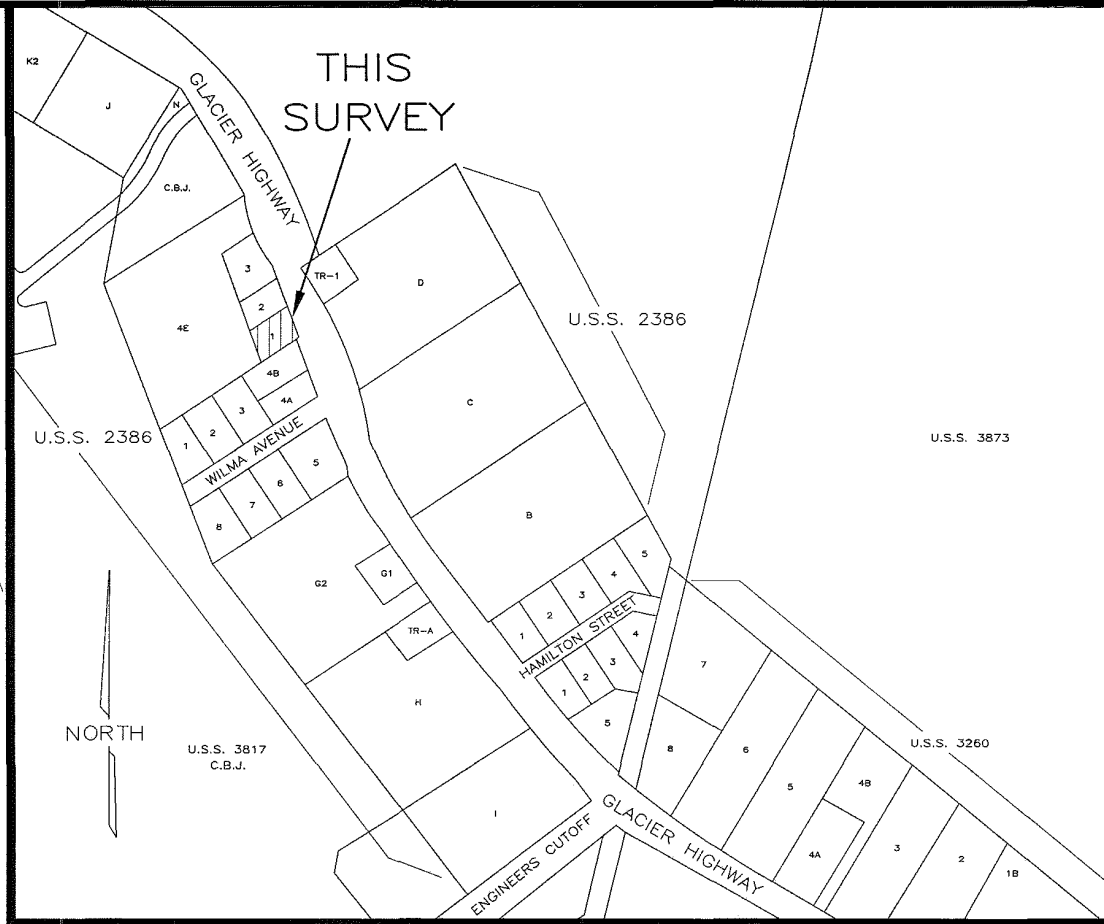


LOT 1A
.118 ACRE
5141 SQ. FT.

LOT 1B
.145 ACRE
6308 SQ. FT.

LOT 4B
WITHIN LOT F OF USS 2386

THIS CORNER WAS ESTABLISHED BY GRANT-BOUNDARY-ADJUSTMENT VIA RECORD DATA USING THE NORTHEAST & SOUTHWEST CORNERS OF LOT 1 OF HILLTOP SUBDIVISION.



VICINITY MAP
SOURCE: CBJ GIS BASEMAPPING SERIES
CIRCA 2006
NOT TO SCALE

LEGEND

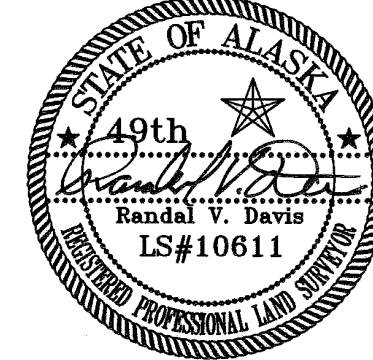
- ⊕ MONUMENT RECOVERED (2" DIA. BRASS OR ALUMINUM CAP, AS DESCRIBED).
- ⊗ US SURVEY (GLO) MONUMENT RECOVERED (3.5" DIAMETER BRASS CAP ATOP 1" DIAMETER IRON PIPE, AS DESCRIBED).
- SECONDARY MONUMENT SET (THIS SURVEY - SEE TYPICAL DETAIL BELOW)
- SECONDARY MONUMENT RECOVERED THIS SURVEY
- LOT LINES (MEASURED THIS SURVEY)
- SURVEYED LINE (BY OTHERS)

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR, REGISTERED IN THE STATE OF ALASKA, AND THAT THIS PLAT REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, THAT THE ACCURACY OF THE SURVEY IS WITHIN THE LIMITS REQUIRED BY TITLE 4, COMMUNITY DEVELOPMENT REGULATIONS, THAT ALL DIMENSIONS AND RELATIVE BEARINGS ARE CORRECT AND THAT MONUMENTS ARE SET IN PLACE AND NOTED UPON THIS PLAT AS PRESENTED.

Randal V. Davis
RANDAL V. DAVIS, LS #10611

Date 8/12/2015



GRAPHIC SCALE
0 5 10 20 40 FEET

PLAT OF
LOT 1A AND LOT 1B
A SUBDIVISION OF
LOT 1 OF HILLTOP SUBDIVISION,
FRACTION OF LOT E,
U.S. SURVEY NO. 2386
WITHIN CITY AND BOROUGH OF JUNEAU, ALASKA
JUNEAU RECORDING DISTRICT

OWNERS:

FRED A. & KATHLEEN E. POLLARD
P.O. BOX 032811
JUNEAU, ALASKA 99803

PERIOD OF FIELD SURVEYING:

BEGINNING: 03/15/15 ENDING: 03/15/15

DRAWN BY: RVD

DATE: 03/20/15 SURVEYOR: RANDAL V. DAVIS, PLS
9240 N. DOUGLAS HWY. JUNEAU, AK 99801

CHECKED BY: RVD

DRAWING SCALE: 1" = 10'

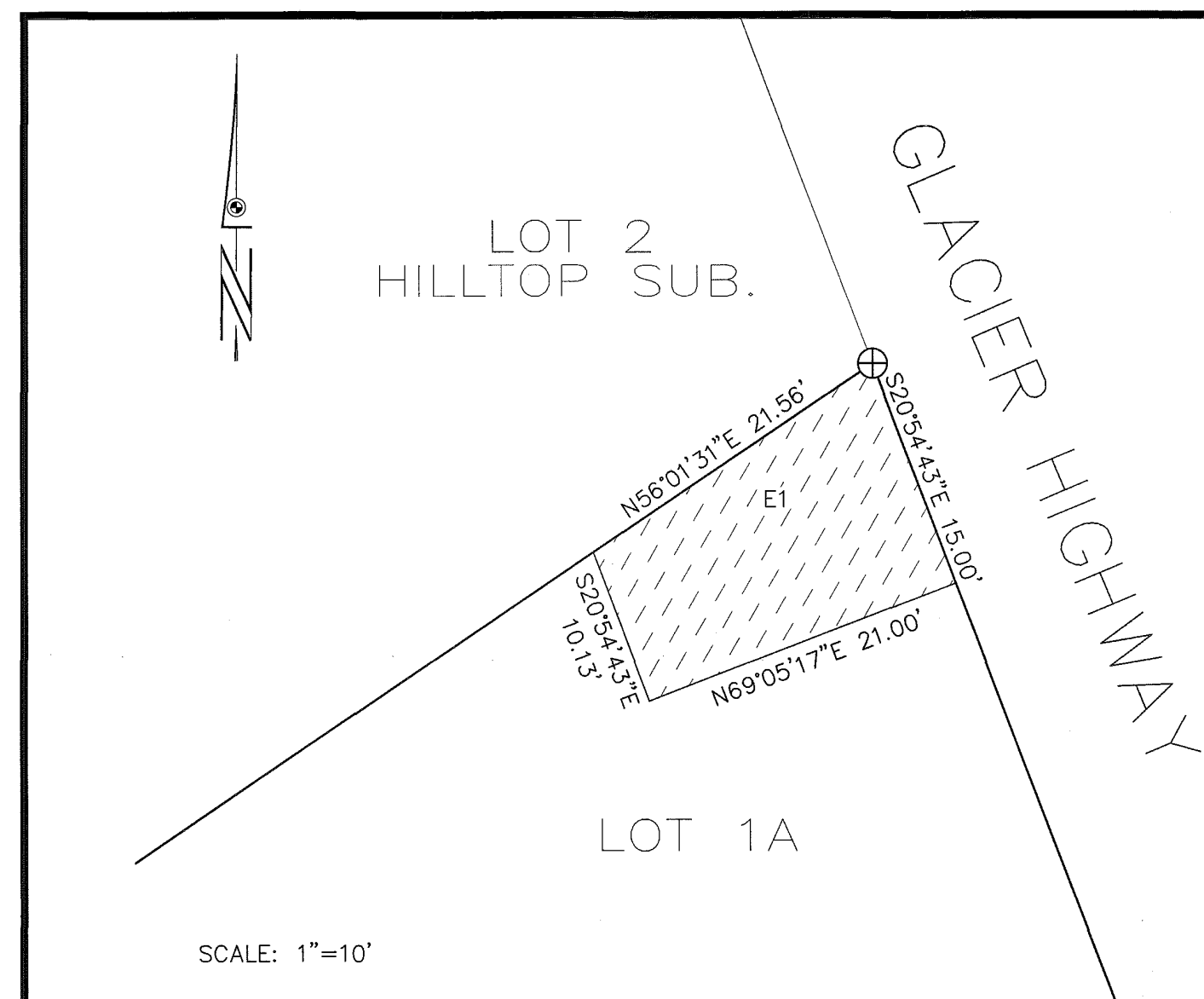
SHEET 1 OF 2

RV DAVIS
10611-S

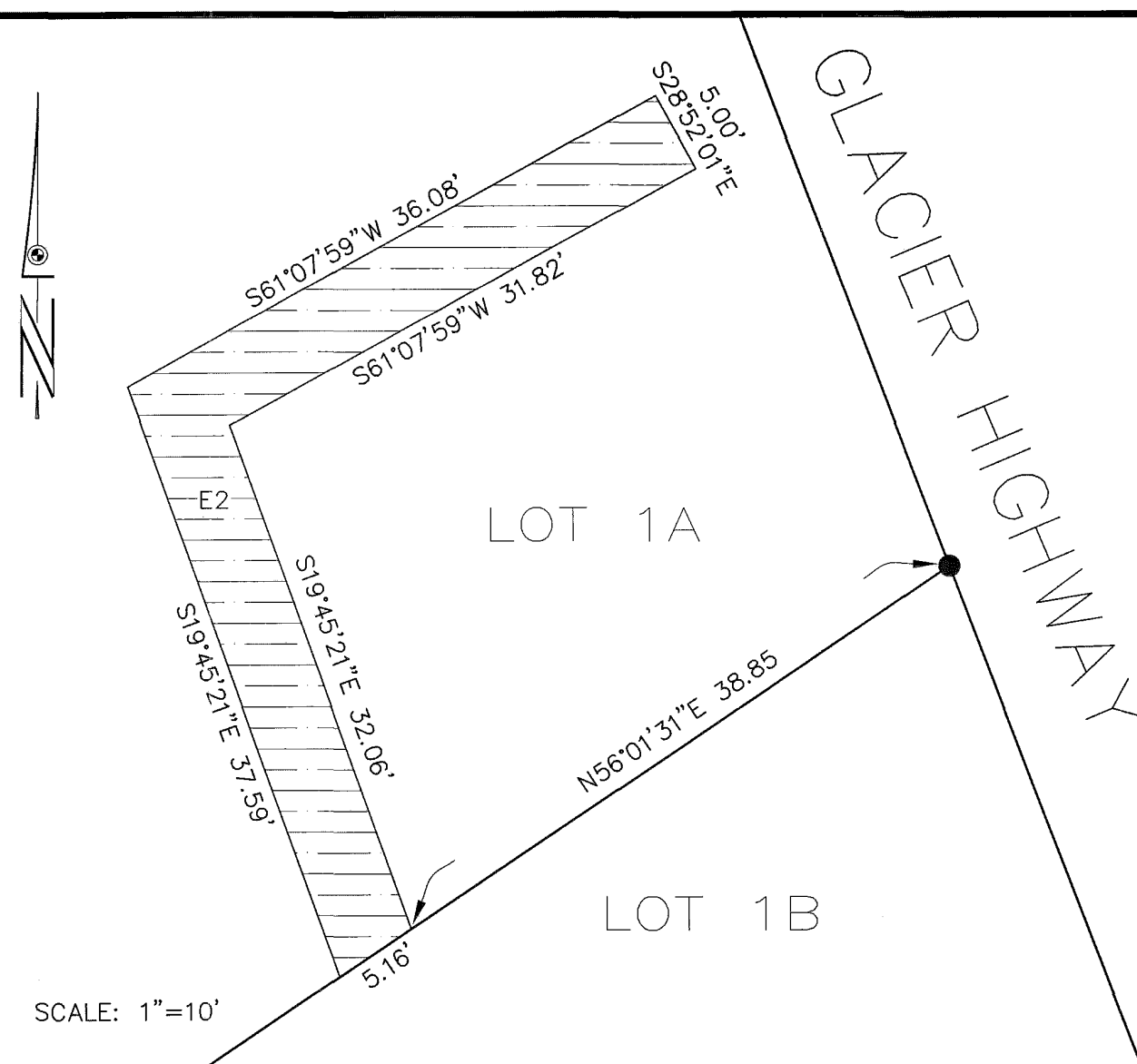
TYPICAL SECONDARY
PROPERTY CORNER SET THIS
SURVEY: 1.25" DIAMETER
PLASTIC CAP ON 36"L #5
REBAR

NOT TO SCALE

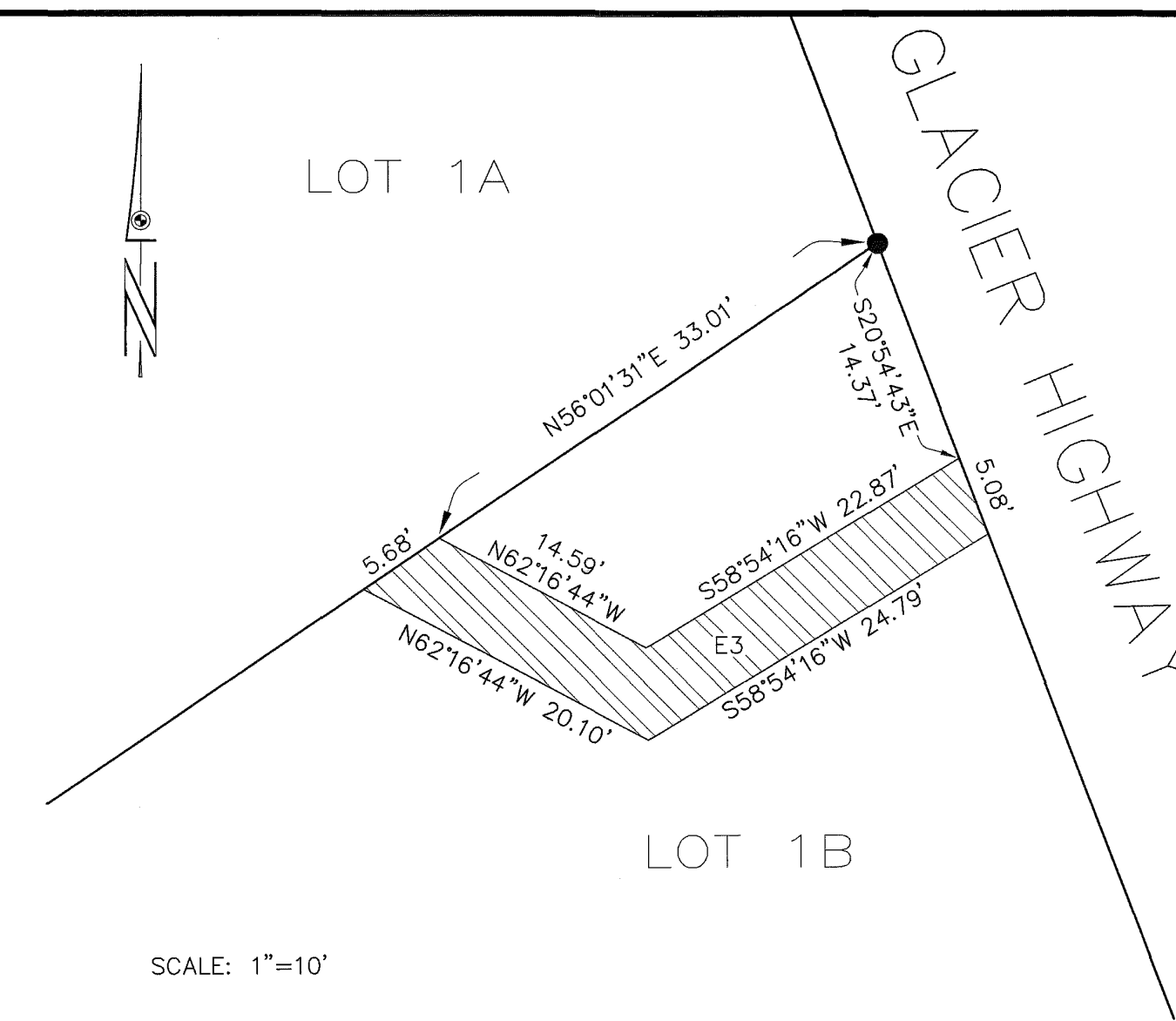
Juneau 2015-30



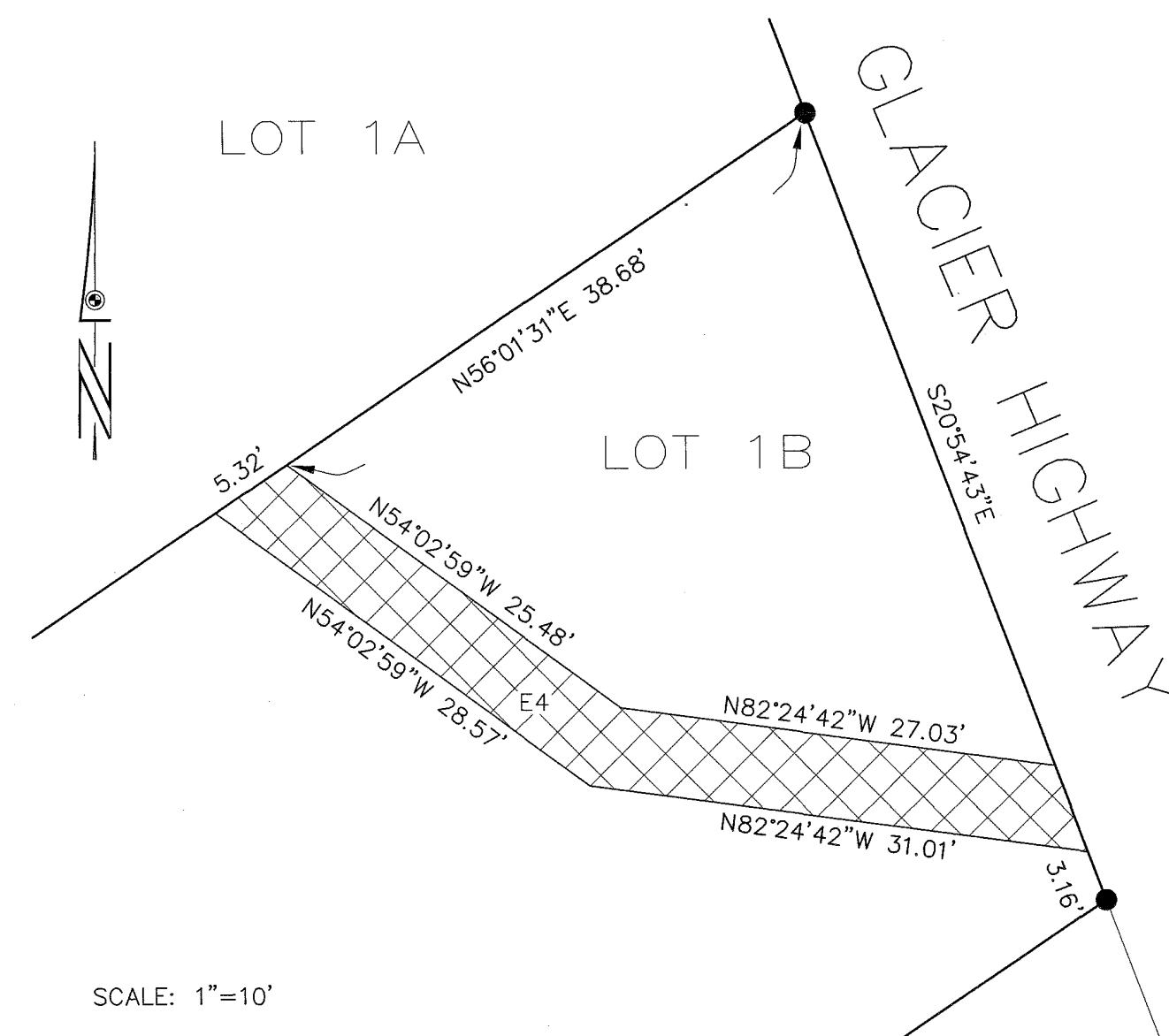
EASEMENT 1:
AN ELEC. UTILITY EASEMENT GRANTED TO LOT 2 OF
HILLTOP SUBDIVISION, FROM LOT 1A OF HILLTOP SUB.



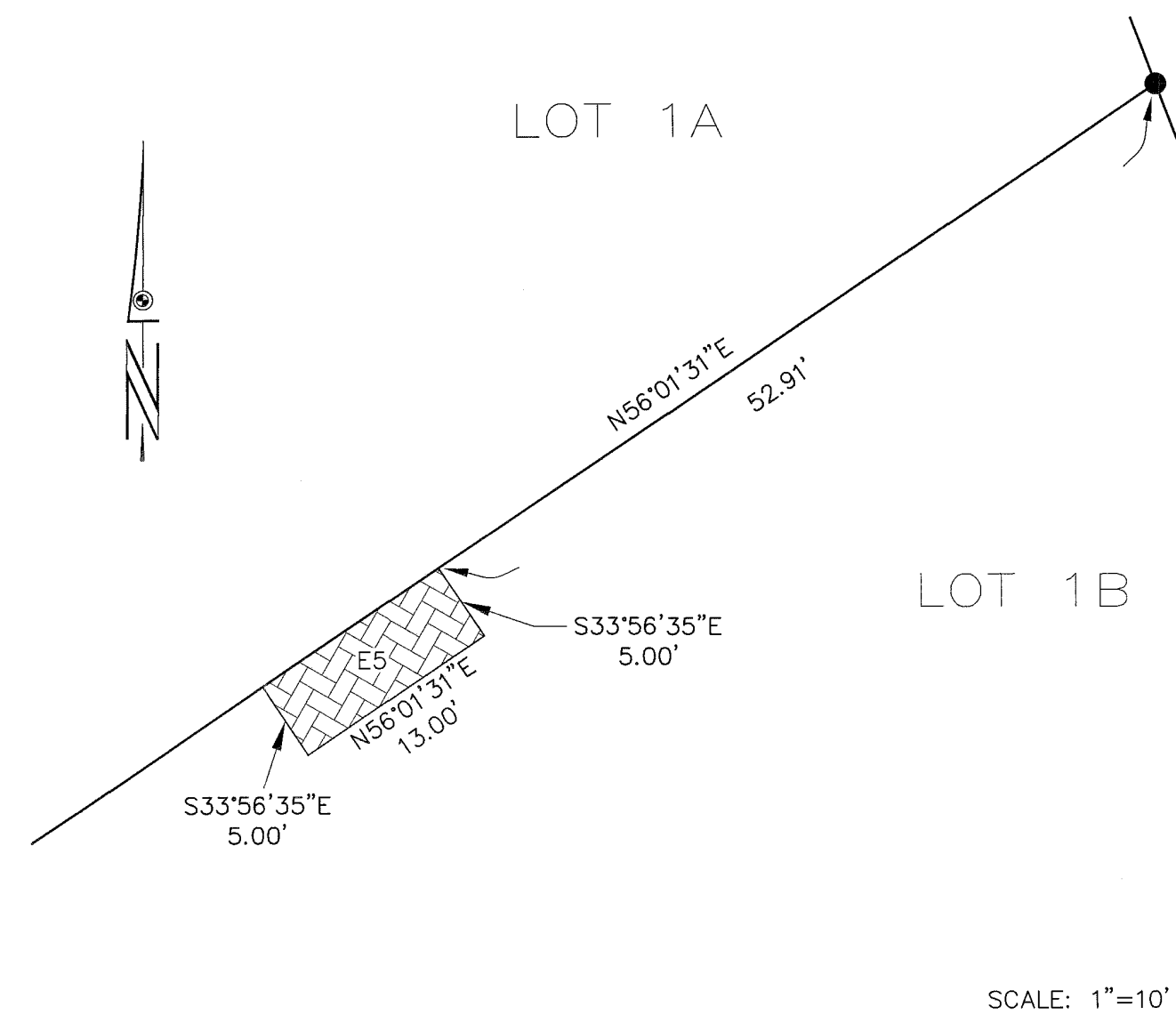
EASEMENT 2:
AN ELECTRIC UTILITY EASEMENT GRANTED TO LOT 1B OF
HILLTOP SUB., FROM LOT 1A OF HILLTOP SUB.



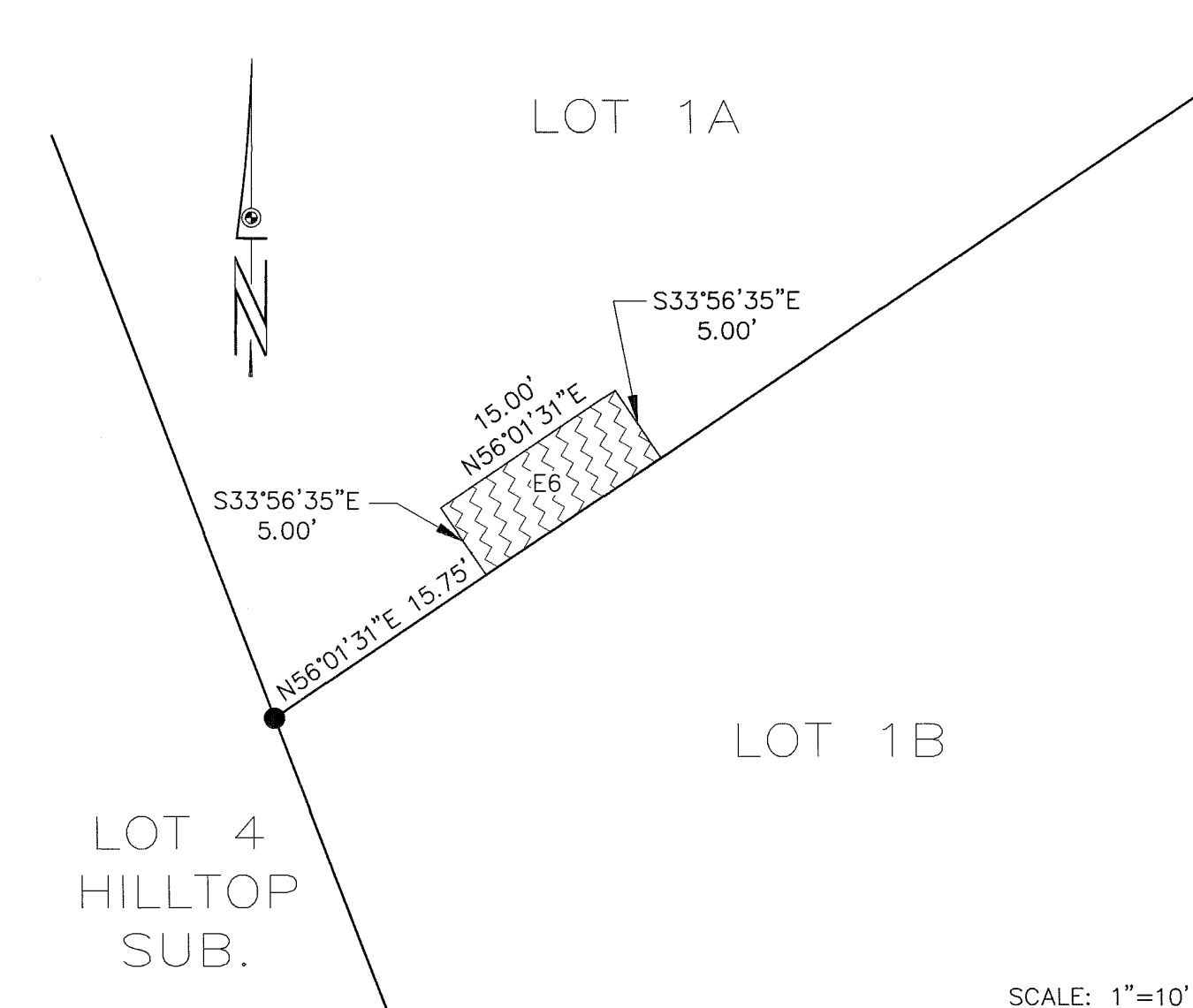
EASEMENT 3:
A WATER LINE EASEMENT GRANTED TO LOT 1A OF
HILLTOP SUB., FROM LOT 1B OF HILLTOP SUB.



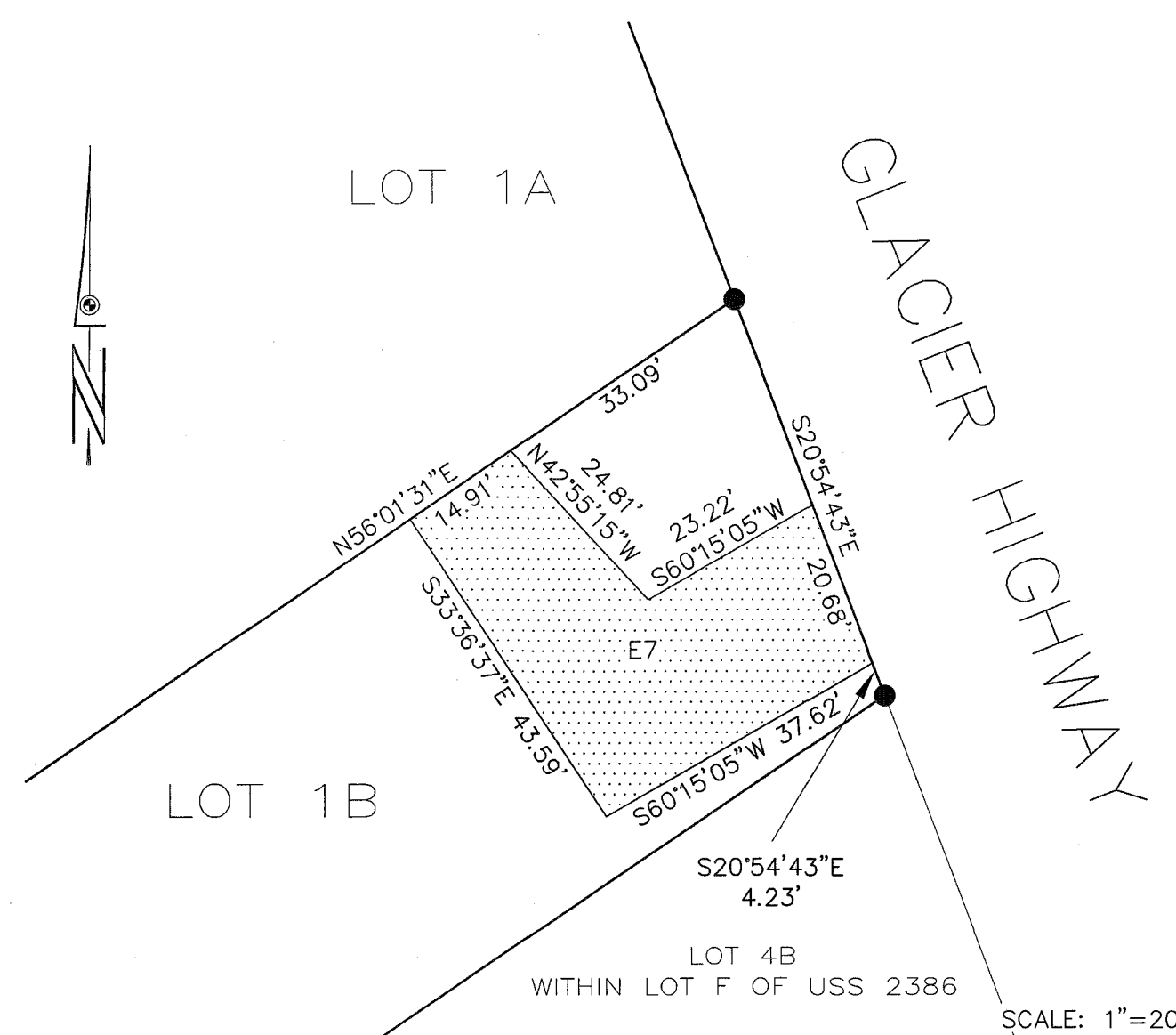
EASEMENT 4:
A SANITARY SEWER LINE EASEMENT GRANTED TO LOT
1A OF HILLTOP SUB., FROM LOT 1B OF HILLTOP SUB.



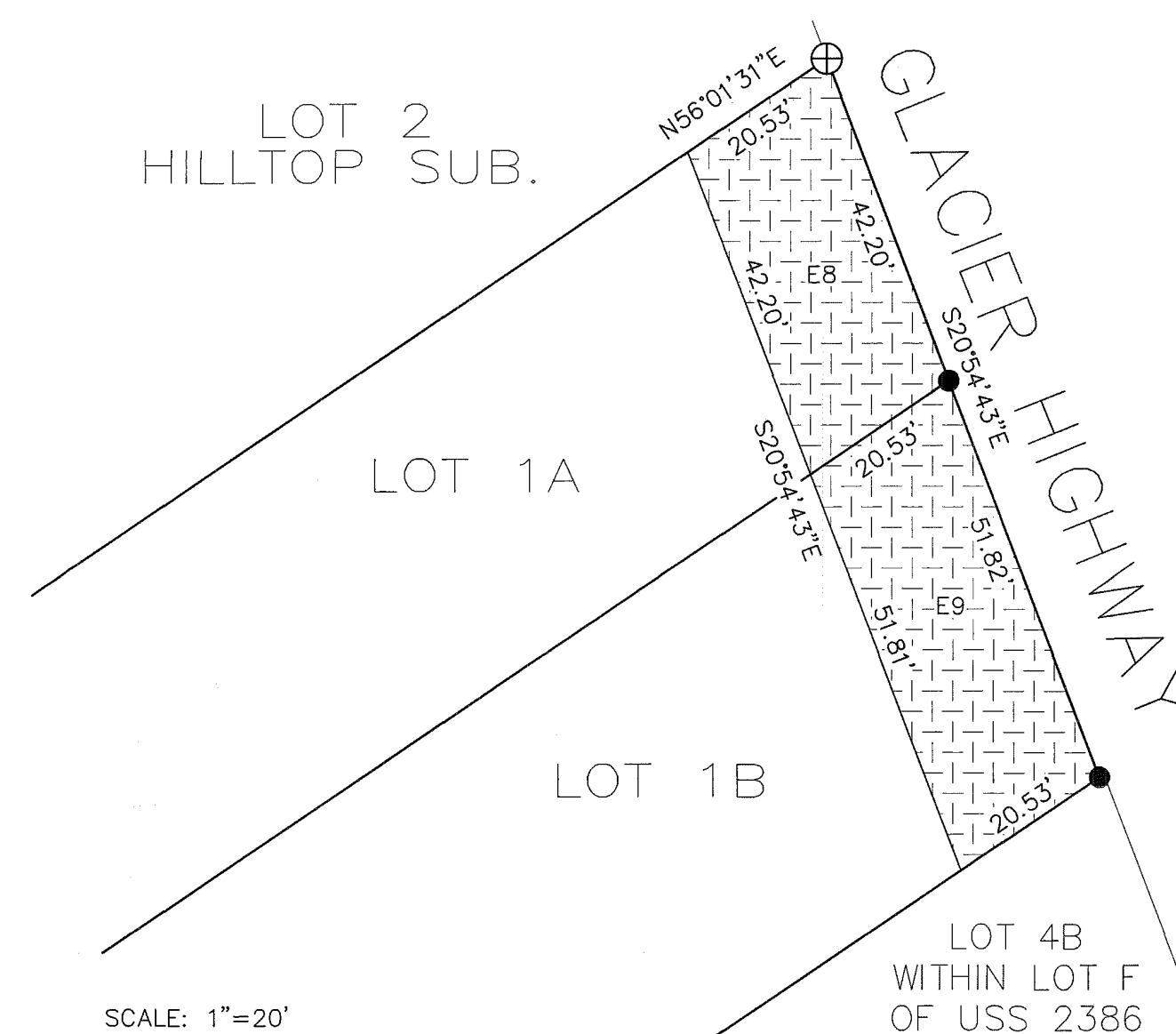
EASEMENT 5:
A MAINTENANCE EASEMENT GRANTED TO LOT 1A OF
HILLTOP SUB., FROM LOT 1B OF HILLTOP SUB.



EASEMENT 6:
A MAINTENANCE EASEMENT GRANTED TO LOT 1B OF
HILLTOP SUB., FROM LOT 1A OF HILLTOP SUB.

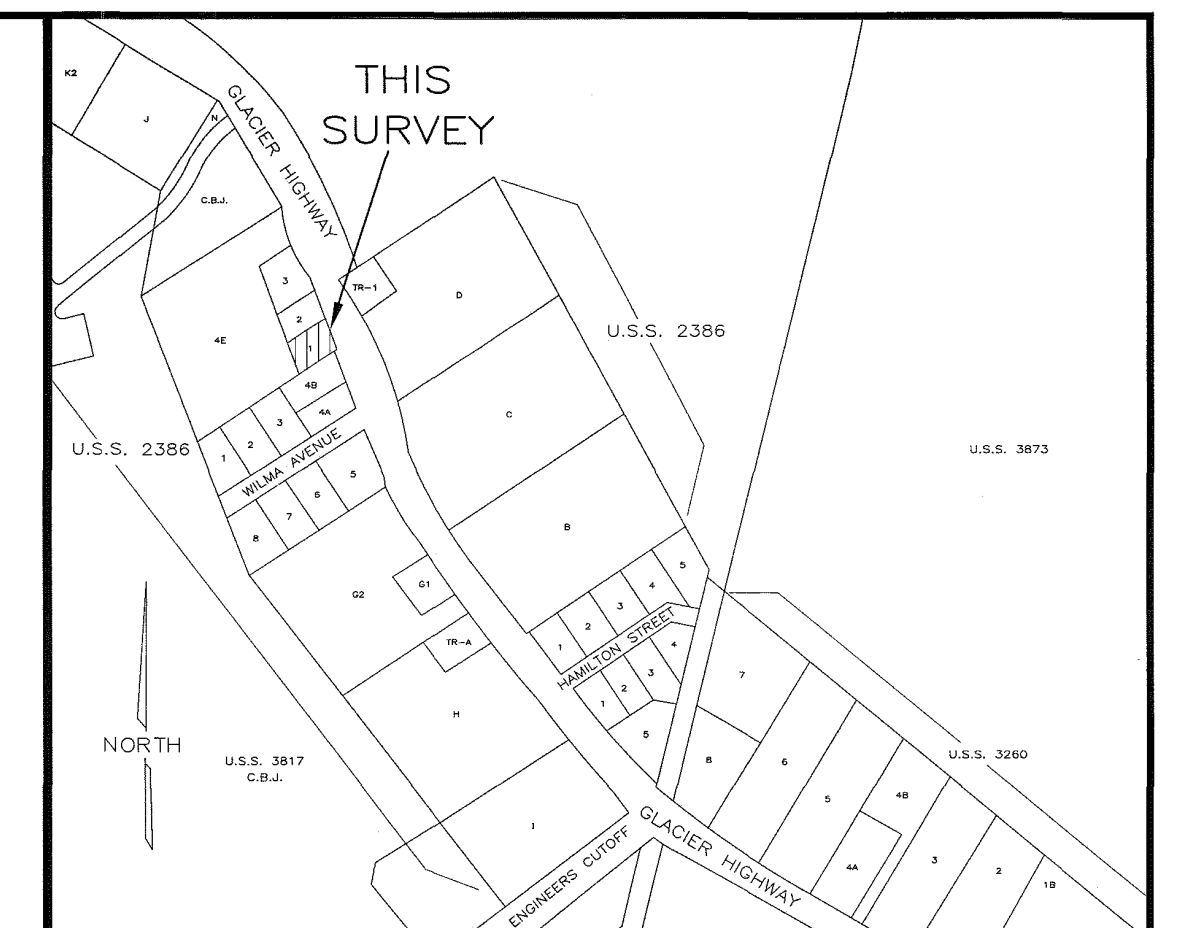
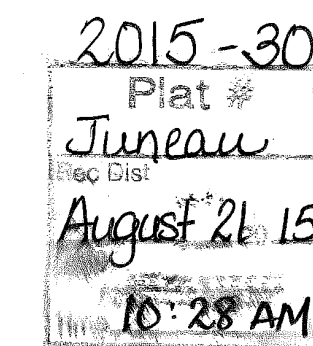


EASEMENT 7:
AN INGRESS/EGRESS
EASEMENT GRANTED TO LOT
1A OF HILLTOP SUB., FROM
LOT 1B OF HILLTOP SUB.



EASEMENT 8:
A 20' WIDE UTILITY
EASEMENT FOR OVERHEAD
TRANSMISSION LINE.

EASEMENT 9:
A 20' WIDE UTILITY
EASEMENT FOR OVERHEAD
TRANSMISSION LINE.



VICINITY MAP
SOURCE: CBJ GIS BASEMAPPING SERIES
CIRCA 2006
NOT TO SCALE

LEGEND

- ⊕ MONUMENT RECOVERED (2" DIA. BRASS OR / UMINUM CAP, AS DESCRIBED).
 - ⊗ US SURVEY (GLO) MONUMENT RECOVERED (3.5" DIAMETER BRASS CAP ATOP 1" DIAMETER IRON PIPE, AS DESCRIBED).
 - SECONDARY MONUMENT SET (THIS SURVEY - SEE TYPICAL DETAIL BELOW)
 - SECONDARY MONUMENT RECOVERED THIS SURVEY
- LOT LINES (MEASURED THIS SURVEY)
- SURVEYED LINE (BY OTHERS)

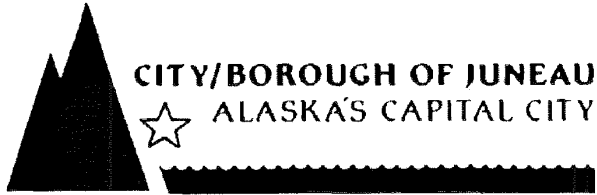
PLAT OF
LOT 1A AND LOT 1B
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LOT 1 OF HILLTOP SUBDIVISION,
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U.S. SURVEY NO. 2386
WITHIN CITY AND BOROUGH OF JUNEAU, ALASKA
JUNEAU RECORDING DISTRICT

OWNERS:
FRED A. & KATHLEEN E. POLLARD
P.O. BOX 032811
JUNEAU, ALASKA 99803

PERIOD OF FIELD SURVEYING:
BEGINNING: 03/15/15 ENDING: 03/15/15

DRAWN BY: <u>RVD</u>	SURVEYOR:
DATE: <u>03/20/15</u>	RANDAL V. DAVIS, PLS 9240 N. DOUGLAS HWY. JUNEAU, AK 99801

CHECKED BY: RVD	DRAWING SCALE: PER EASEMENT	SHEET 2 OF 2
-----------------	-----------------------------	--------------



Treasury Division
155 S. Seward Street
Juneau, AK 99801
(907) 586-0377 Phone
(907) 586-5367 Fax

CERTIFICATION OF TAXES AND ASSESSMENTS PAID

I, the undersigned, being duly appointed, qualified Treasurer for the City and Borough of Juneau, First Judicial District, State of Alaska, do hereby certify that, according to the records of the City and Borough of Juneau, the following described real property is carried on the tax records in the name of:

FRED A POLLARD & KATHLEEN E POLLARD

Current Owner

HILLTOP LT 1

Legal Description

4-B22-0-107-006-0

Parcel Code Number

and that, all Real Property taxes and assessments levied by the City and Borough of Juneau against said Real Property have been paid in full. If approval is sought between January 1 and the date of levy, there is on deposit with the Treasury Department an amount sufficient to pay Real Property tax for the current year.

Cheryl A. Crawford
Cheryl A. Crawford

August 16, 2015

Date

This Certification of Payment of Taxes is valid through December 31, 2015

COMMON-WALL AGREEMENT and EASEMENT

This declaration is made by Fred Pollard as owner (referred herein as Grantor) of certain real estate situated in the City and Borough of Juneau, Alaska within Juneau Recording District

Legal Description: A Plat of: Lot 1A and Lot 1B A Subdivision of Lot 1 of Hilltop Subdivision within Lot E of U.S. Survey NO. 2386

Grantor has constructed a common wall residential development and has subdivided the property for sale to various purchasers. To protect such purchasers, their successors and assigns, Grantor creates the flowing easement and declares the following restrictions on the property and on building structures thereon.

1. Easements

Easement 1

An electrical utility easement granted to Lot 2 of Hilltop Subdivision, (legal description HILLTOP Lot 2) from lot 1A. This easement grants Hilltop Lot 2 access to electrical power supply located with-in the easement, as well has the ability you construct an electrical utility supply to Hilltop Lot 2.

Easement 2

An electrical utility easement granted to Lot 1B of Hilltop Subdivision from Lot 1A of Hilltop Subdivision. This easement contains the underground main electric utility line for lot 2 and allows the owner of said lot access to the line for purposes of repairs and maintenance of the utility.

Easement 3

A water line utility easement granted to Lot 1A of Hilltop Subdivision from Lot 1B of Hilltop Subdivision. This easement contains the underground main water utility line for lot 1A and allows the owner of said lot access to the line for purposes of repairs and maintenance of the utility.

Easement 4

A sanitary sewer line utility easement granted to Lot 1A of Hilltop Subdivision from Lot 1B of Hilltop Subdivision. This easement contains the underground sanitary sewer line utility line for lot 1A and allows the owner of said lot access to the line for purposes of repairs and maintenance of the utility.

Easement 5

A building maintenance easement granted to Lot 1A of Hilltop Subdivision from Lot 1B of Hilltop Subdivision. This easement allows access for the purposes of maintenance and repairs of the building.

Easement 6

A building maintenance easement granted to Lot 1B of Hilltop Subdivision from Lot 1A of Hilltop Subdivision. This easement allows access for the purposes of maintenance and repairs of the building.

Easement 7

An ingress and egress easement granted to Lot 1A of Hilltop Subdivision from Lot 1B of Hilltop Subdivision. This easement allows access across the front of Lot 2 to Lot 1 via a shared drive way.

Easement 8

A 20' wide utility easement for overhead transmission line across the front of Lot 1A.

Easement 9

A 20' wide utility easement for overhead transmission line across the front of Lot 1B.

2. Shared Driveway

As addressed in easement 7 of Hilltop Subdivision Plat; access off of the Glacier Highway Right of Way for both Hilltop Subdivision Lot 1A and Lot 1B is via a shared driveway. Maintenance and up keep costs for this shared driveway shall be borne equally by the two property owners. At no time can either property owner obstruct the ability of the other from full use of the shared drive.

3. Utilities

As addressed in easements 2, 3, and 4 of Hilltop Subdivision Plat; main utility lines for each residences cross the shared property line. In the event that repairs or maintenance shall need to be done on a portion of the utility line that affect only a single residence; access must be granted to perform the needed repairs. In the event that repairs of maintenance need to be done on portions of the utility line effecting both residences these costs shall be borne equally by the two property owners.

If either owner shall neglect or refuse to pay such owners pro-rate cost of expense, the other owner may have the utility maintained or repaired and shall be entitled to place a lien upon the property of the owner failing to pay for the amount of the defaulting party's share of repair or reconstruction costs plus reasonable interest.

4. Common Wall

The two residential units are constructed on the boundary line between the two properties so the dividing wall between the two residences is situated one-half on each lot, and as such this wall is owned one-half by each respective property owner. The cost of maintaining the structural integrity of this common-wall shall be borne equally by each property owner. In the event of damage or destruction of the common-wall from any cause other than the negligence of either owner, both owners shall at joint expense, repair or rebuild the common-wall. If the negligence of either owner shall cause damage to or destruction of the common-wall: the negligent party shall bear the full cost of repair or reconstruction. If either owner shall neglect or refuse to pay pro-rate cost of repair expense, (or all of such costs in case of negligence), the other owner may have the common-wall repaired or reconstructed and shall be entitled to place a lien upon the property of the owner failing to pay for the amount of the defaulting party's share of repair or reconstruction costs plus reasonable interest.

Dated this 12 day of August, 2015

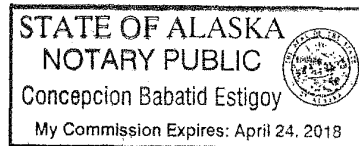
Fred A. Pollard

Fred A. Pollard

STATE OF ALASKA)

FIRST JUDICIAL DISTRICT)

On this personally appeared before me Fred A. Pollard, dba/ Pollard Construction, to me known to be the individual described in and who executed the within and foregoing instrument, and acknowledged that he signed the same as his free and voluntary act and deed, for the uses and purposes therein mentioned.



SEAL _____

NOTARY PUBLIC FOR STATE OF ALASKA

My commission expires: April 24, 2018

Notary Public *Concepcion Babatid Estigoy*



**CITY/BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY**

**PLANNING COMMISSION
NOTICE OF DECISION**

Date: November 14, 2012

File No.: AME2010 0008

City and Borough of Juneau
City and Borough Assembly
155 South Seward Street
Juneau, AK 99801

Application For: Re-zone of area recently connected to city water and sewer along Glacier Highway on Pederson Hill from D1 to D10 zoning.

Legal Description: Hilltop Lot 1, Lot 2; Lot 3, Lot 4; McGhee Lot 1A, Lot 1B; USS 2136 Lot 1; USS 2386 & 3817 Tract Ah; USS 2386 Block A Lot 1, Lot 2, Lot 3, A Lot 4, Lot 4, Lot 5; Block B Lot 1, Lot 2, Lot 3, Lot 5; USS 2386 Lot 1, Lot B, Lot C, Lot D Tract 1, Lot D1, Lot D2, Lot F Lot 1, Lot F Lot 2, Lot F Lot 3, Lot F Lot 4A, Lot F Lot 4B, Lot F Lot 5, Lot F Lot 6, Lot F Lot 7, Lot F Lot 8, Lot G Tract 1, Lot G Tract 2, Lot H Fraction; USS 2570; USS 3260 Lot 11, Lot 2, Lot 3, Lot 4A, Lot 4B, Lot 5, Lot 6, Lot 7 & 8, Lot 9; USS 3406 Fraction

Property Address: Glacier Highway, Hamilton Street and Wilma Avenue

Parcel Code No.: 4B2201010010; 4B2201050132; 4B220105013;
4B2201070010; 4B2201060070; 4B2201050100; 4B2201050020;
4B2201020080; 4B2201060020; 4B2201040020;
4B2201040010; 4B2201060020; 4B1701130010; 4B2201070090;
4B2201070080; 4B2201050140; 4B2201070070; 4B2201050120;
4B2201070060; 4B2201070020; 4B2201070030; 4B2201070040;
4B2201050110; 4B2201070050; 4B2201060080; 4B2201060090;
4B2201060050; 4B2201060100; 4B2201050060; 4B2201060060;
4B2201050070; 4B2201050080; 4B2201020090; 4B2201050090;
4B2201020080; 4B2201060040; 4B2201050050; 4B2201060030;
4B2201050040; 4B2201050030; 4B2201020070; 4B2201050010;
4B2201020060; 4B2201020050; 4B2201020030; 4B2201020040;
4B2201020020; 4B2201020012; 4B2201020011.

Hearing Date: November 13, 2012

The Planning Commission, at its regular public meeting, adopted the analysis and findings listed in the attached memorandum dated November 8, 2012, and approved staff's recommendation for immediate zone change requested. This zone change would allow the current D1(T)D10 zoning to transition to D10.

The Commission per CBJ§49.70.720 adopts this zone change

Attachments: November 8, 2012 memorandum from Beth McKibben, Community Development, to the CBJ Planning Commission regarding AME2010 0008.

155 So. Seward Street, Juneau, Alaska 99801-1397

City & Borough of Juneau
File No.: AME2010 0008
November 16, 2012
Page 2 of 2

This Notice of Decision does not authorize any construction activity. Prior to starting any development project, it is the applicant's responsibility to obtain a building permit for any and all improvements requiring such.

This Notice of Decision constitutes a final decision of the Planning Commission in accordance with CBJ§49.70.720. Appeals must be brought to the CBJ Assembly in accordance with CBJ §01.50.030. Appeals must be filed by 4:30 P.M. on the day twenty days from the date the decision is filed with the City Clerk, pursuant to CBJ §01.50.030 (c). Any action by the applicant in reliance on the decision of the Planning Commission shall be at the risk that the decision may be reversed on appeal (CBJ §49.20.120).

Project Planner: Beth McKibben
Beth McKibben, Planner
Community Development Department

Dennis Watson for Mike Sato
Dennis Watson, Vice-Chair
Planning Commission

E. J. McEwen 11/16/2012
Filed With City Clerk Deputy Clerk Date

cc: Plan Review

NOTE: The Americans with Disabilities Act (ADA) is a federal civil rights law that may affect this recommended text amendment. ADA regulations have access requirements above and beyond CBJ - adopted regulations. Contact an ADA - Trained architect or other ADA Trained personnel with questions about the ADA: Department of Justice (202) 272-5434, or fax (202) 272-5447, NW Disability Business Technical Center (800) 949-4232, or fax (360) 438-3208.





Outlook

[ARP20250001] Comments Requested

From Brandon Robinson <Brandon.Robinson@juneau.gov>
Date Fri 5/9/2025 1:31 PM
To michael.schuler@alaska.gov <michael.schuler@alaska.gov>
Cc Irene Gallion <Irene.Gallion@juneau.gov>

 1 attachment (694 KB)
ARP25-01_Application.pdf;

Dear Mr. Schuler,

Irene Gallion and I are working on a project and need your feedback—

We have an Alternative Residential Subdivision Preliminary Plan that needs your commentary.

The application is attached to this email and the project information-including a small picture-is available on the [website under the dropdown of ARP2025 0001](#); the location is near Wilma Avenue off of Glacier Highway. We understand that you are in communication with the applicant about a possible driveway permit.

Please provide your comments by May 23rd.

If you need more time let me know.

Best Regards,
Brandon

Brandon Robinson | Planner II
[Community Development Department](#) | City & Borough of Juneau, Alaska
Physical Location: 230 S. Franklin Street, 4th Floor, Marine View Building
Office: (907) 586-0753; Extension 4139



[ARP20250001] Comments Requested

From Brandon Robinson <Brandon.Robinson@juneau.gov>

Date Fri 5/9/2025 1:23 PM

To Jeffrey Hedges <Jeffrey.Hedges@juneau.gov>; General Engineering <General_Engineering@juneau.gov>;
Theresa Ross <Theresa.Ross@juneau.gov>

Cc Irene Gallion <Irene.Gallion@juneau.gov>

 1 attachment (694 KB)

ARP25-01_Application.pdf;

Hello Everyone!

Irene and I are working on a project and need your feedback—

We have an Alternative Residential Subdivision Preliminary Plan that needs your commentary.

The application is attached to this email and the project information-including a small picture-is available on the [website under the dropdown of ARP2025 0001](#); the location is near Wilma Avenue off of Glacier Highway.

Please provide your comments by May 23rd.

If you need more time let me know.

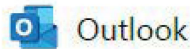
Best Regards,
Brandon

Brandon Robinson | Planner II

[Community Development Department](#) | City & Borough of Juneau, Alaska

Physical Location: 230 S. Franklin Street, 4th Floor, Marine View Building

Office: (907) 586-0753; Extension 4139



RE: [ARP20250001] Comments Requested

From Theresa Ross <Theresa.Ross@juneau.gov>

Date Mon 6/9/2025 7:55 AM

To Brandon Robinson <Brandon.Robinson@juneau.gov>

Good morning,

The comment form will not wrap text so here are my comments.

Hydrant access and location, fire department turn around requirements, road width will all be reviewed at development, there is no requirement for sprinkler systems based on location and the limited number of dwelling units (11). At 30 dwellings the applicant can elect for install NFPA 13R systems in lieu of a secondary fire department access. I am not sure why the comment requiring a sprinkler and fire alarm systems was on the PAC from a few years ago.



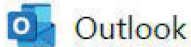
THERESA ROSS

Fire Marshal

Capital City Fire Rescue

820 Glacier Avenue, Juneau AK 99801

907-586-5322 ext. 4323



RE: [ARP20250001] Comments Requested

From Jeffrey Hedges <Jeffrey.Hedges@juneau.gov>

Date Mon 6/9/2025 7:42 AM

To Brandon Robinson <Brandon.Robinson@juneau.gov>

No issues at this time.

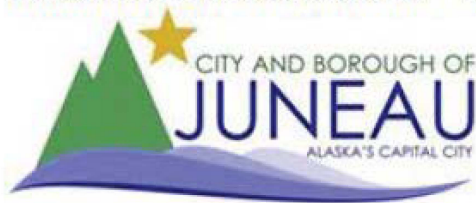
Thanks,

Jeff Hedges, MCP, CBO, CSP | Building Code Official

Community Development Department | City & Borough of Juneau, AK

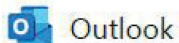
Location: 230 S. Franklin Street, 4th Floor Marine View Building

Office: 907.586.0767 ext. 4137 Cell: 312.213.2245



Fostering excellence in development for this generation and the next.

How are we doing? Provide feedback here: <https://juneau.org/community-development/how-are-we-doing>



Outlook

RE: [ARP20250001] Comments Requested

From Bridget LaPenter <Bridget.LaPenter@juneau.gov>

Date Mon 6/9/2025 3:52 PM

To Brandon Robinson <Brandon.Robinson@juneau.gov>; Jeffrey Hedges <Jeffrey.Hedges@juneau.gov>; General Engineering <General_Engineering@juneau.gov>; Theresa Ross <Theresa.Ross@juneau.gov>

Cc Irene Gallion <Irene.Gallion@juneau.gov>

Sounds good, Brandon. I do not have any additional comments or questions from GE.

Thanks,

Bridget LaPenter, P.E. | Chief GE Engineer

General Engineering Department | City & Borough of Juneau, AK

Location: 230 S. Franklin Street, 4th Floor Marine View Building

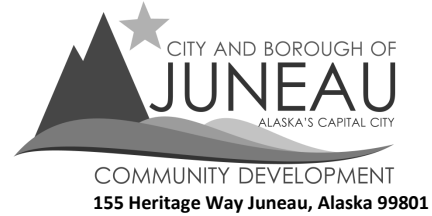
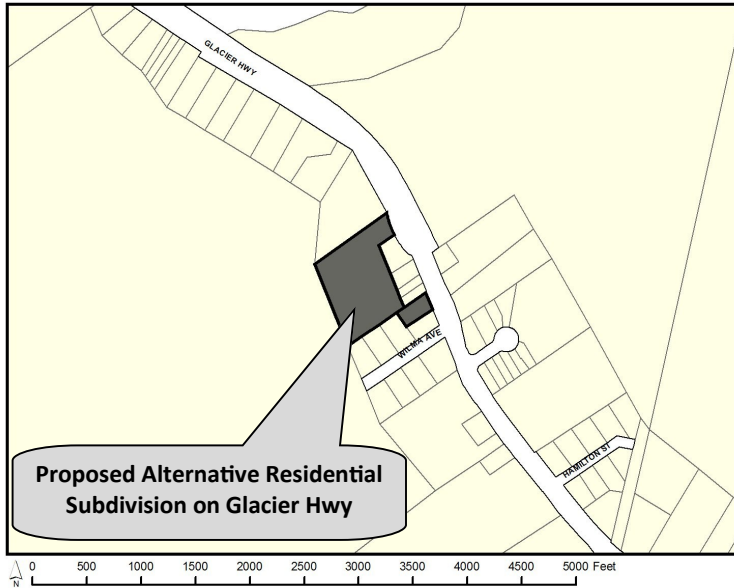
Office: 907.586.0800 ext. 4187 Cell: 907.500.4170

Attachment M – Agency-Review_Other

Invitation to Comment

On a proposal to be heard by the CBJ Planning Commission

Your Community, Your Voice



TO

An Alternative Residential Subdivision Preliminary Plan has been submitted for consideration and public hearing by the Planning Commission to **subdivide 3.69 acres into 11 unit-lots and one parent lot on an unaddressed property in the vicinity of 10655 Glacier Highway near Wilma Avenue in a D10 zone.**

PROJECT INFORMATION:

Project Information can be found at:

<https://juneau.org/community-development/short-term-projects>

PLANNING COMMISSION DOCUMENTS:

Staff Report expected to be posted June 16, 2025 at

<https://juneau.org/community-development/planning-commission>

Find hearing results, meeting minutes, and more here, as well.

Now through June 5	June 5— noon, June 20	HEARING DATE & TIME: 7:00 pm, June 24, 2025	June 25
Comments received during this period will be sent to the Planner, Brandon Robinson , to be included as an attachment in the staff report.	Comments received during this period will be sent to Commissioners to read in preparation for the hearing.	This meeting will be held in person and by remote participation. For remote participation: join the Webinar by visiting https://juneau.zoom.us/j/85421744892 and use the Webinar ID: 854 2174 4892 OR join by telephone, calling: 1-253-215-8782 and enter the Webinar ID (above). You may also participate in person in City Hall Assembly Chambers, 155 Heritage Way Juneau, Alaska.	The results of the hearing will be posted online.
FOR DETAILS OR QUESTIONS, Phone: (907)586-0753 ext. 4139 Email: pc_comments@juneau.gov or Brandon.Robinson@juneau.gov Mail: Community Development, 155 Heritage Way, Juneau AK 99801			
		Case No.: ARP2025 0001 Parcel No.: 4B2201070020 & 4B2201070090 CBJ Parcel Viewer: http://epv.juneau.org	

Printed May 7, 2025



Public-Notice Sign Available [ARP25-01]

From Brandon Robinson <Brandon.Robinson@juneau.gov>
Date Wed 5/28/2025 8:47 AM
To thundermtn@gci.net <thundermtn@gci.net>
Cc toby@homeshorellc.com <toby@homeshorellc.com>
Bcc Irene Gallion <Irene.Gallion@juneau.gov>

Dear Traci Walker,

Related to your Alternative Residential Subdivision Preliminary Plan hearing:

Your public-notice sign is available to pick up in our permit center. It must be posted by June 10th, must be visible from the public right-of-way, and we must receive a picture of its posting from you or an agent of yours, ideally, by close of business day on June 9th as we will need to attach the photo to our documents for the hearing.

Please let me know if I can be of any further assistance.

Very best regards,
Brandon

Brandon Robinson | Planner II

[Community Development Department](#) | City & Borough of Juneau, Alaska

Physical Location: 230 S. Franklin Street, 4th Floor, Marine View Building

Office: (907) 586-0753; Extension 4139

RE: Public-Notice Sign Available [ARP25-01]

From cdi@alaska.net <cdi@alaska.net>
Date Mon 6/9/2025 10:52 AM
To Brandon Robinson <Brandon.Robinson@juneau.gov>
Cc thundermtn@gci.net <thundermtn@gci.net>; 'Toby Lockhart' <Toby@homeshorellc.com>

 1 attachment (144 KB)
cbj sign pic.jpg;

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Hello, See attached photo of the posted sign for the Alternative Subd.

From: Thundermtn@gci.net <Thundermtn@gci.net>
Sent: Wednesday, May 28, 2025 9:00 AM
To: cdi@alaska.net
Subject: Fw: Public-Notice Sign Available [ARP25-01]

From: Brandon Robinson <Brandon.Robinson@juneau.gov>
Sent: Wednesday, May 28, 2025 9:47 AM
To: thundermtn@gci.net <thundermtn@gci.net>
Cc: toby@homeshorellc.com <toby@homeshorellc.com>
Subject: Public-Notice Sign Available [ARP25-01]

Dear Traci Walker,

Related to your Alternative Residential Subdivision Preliminary Plan hearing:

Your public-notice sign is available to pick up in our permit center. It must be posted by June 10th, must be visible from the public right-of-way, and we must receive a picture of its posting from you or an agent of yours, ideally, by close of business day on June 9th as we will need to attach the photo to our documents for the hearing.

Please let me know if I can be of any further assistance.

Very best regards,
Brandon

Brandon Robinson | Planner II

[Community Development Department](#) | City & Borough of Juneau, Alaska

Physical Location: 230 S. Franklin Street, 4th Floor, Marine View Building

Office: (907) 586-0753; Extension 4139



Attachment P – Posted Public-Notice Signage Picture



**PLANNING COMMISSION STAFF REPORT
CONDITIONAL USE PERMIT USE2025 0009
HEARING DATE: JUNE 24, 2025**

(907) 586-0715

CDD_Admin@juneau.gov

www.juneau.org/community-development

155 Heritage Way • Juneau, AK 99801

DATE: June 6, 2025
TO: Mandy Cole, Chair, Planning Commission
BY: Jolene Murphy, Planner I *Jolene Murphy*
THROUGH: Jill Lawhorne, Director, AICP

PROPOSAL: A Conditional Use Permit to construct new camp facilities.

STAFF RECOMMENDATION: Approval

KEY CONSIDERATIONS FOR REVIEW:

- This site has been used as a camp since 1964.
- Since 1981 a series of building and land use permits have been issued for expansion of the 155-acre site.
- The applicant is proposing several additions to Echo Ranch to limit the need for future Conditional Use Permits.
- BLD24-240 and BLD24-243 for 2 new staff cabins are currently in review and are associated with this permit.

GENERAL INFORMATION	
Property Owner	Gospel Missionary Union Inc.
Applicant	Gospel Missionary Union Inc.
Property Address	40001 Glacier Highway
Legal Description	USS 2925 LT 1
Parcel Number	3B4501000041
Zoning	RR
Land Use Designation	Rural Development
Lot Size	155.84 acres
Water/Sewer	On-site water and sewer
Access	Remote Access/Echo Cove
Existing Land Use	Echo Range Bible Camp
Associated Applications	Associated permits are detailed below

ALTERNATIVE ACTIONS:

1. **Amend:** require additional conditions, or delete or modify the recommended conditions.
2. **Deny:** deny the permit and adopt new findings for items 1-6 below that support the denial.
3. **Continue:** to a future meeting date if determined that additional information or analysis is needed to make a decision, or if additional testimony is warranted.

ASSEMBLY ACTION REQUIRED:

Assembly action is not required for this permit.

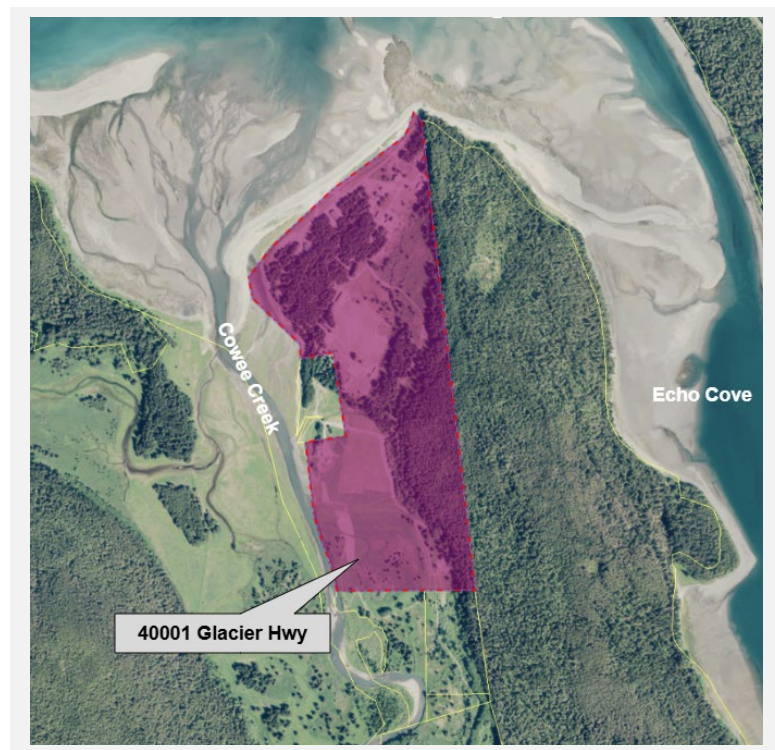
STANDARD OF REVIEW:

- Quasi-judicial decision
- Requires five (5) affirmative votes for approval
- Code Provisions:
 - 49.15.330
 - 49.80

The Commission shall hear and decide the case per 49.15.330(a) Conditional Use Permit. A conditional use is a use that may or may not be appropriate in a particular zoning district according to the character, intensity, or size of that or surrounding uses. The conditional use permit procedures is intended to afford the commission the flexibility necessary to make determinations appropriate to individual sites. The commission may attach to the permit those conditions listed in subsection (g) of this section as well as any further conditions necessary to mitigate external adverse impacts. If the commission determines that these impacts cannot be satisfactorily overcome, the permit shall be denied.

Fostering excellence in development for this generation and the next.

SITE FEATURES AND ZONING



SURROUNDING ZONING AND LAND USES	
North	Berners Bay
South (RR)	Point Bridgette State Park
East (RR)	Echo Cove
West	Cowee Creek

SITE FEATURES	
Anadromous	Yes; Cowee Creek
Flood Zone	Zone V; 02110C0550D
Hazard	None Mapped
Hillside	N/A
Wetlands	PEM1R; E2EM1P; PSS1/EM1C; PSS1B
Parking District	No
Historic District	No
Overlay Districts	None

BACKGROUND INFORMATION

Project Description – The applicant requests a Conditional Use Permit for the expansion of camp facilities at Echo Ranch. Originally homesteaded by the McMurchie family in the 1940s, Echo Ranch became a children’s camp, and later a Bible camp in the 1970s. A series of Conditional Use and building permits have been issued by the CBJ over the past 30+ years for camp additions including a dining hall, staff cabins, camper cabins, an office, indoor recreation buildings, a new chapel and a medical clinic. Resorts and campgrounds are allowed, with Planning Commission approval, in the Rural Reserve zoning district.

To streamline permitting, the applicant requests that the following items be preemptively approved under USE2025-02. At this time, a new or modified Conditional Use Permit is required for each expansion on the 155-acre site. All proposed expansions will relate to the existing camp use. The items listed below will require building permits prior to construction or renovations.

- Dining Hall and Chapel Facility Expansions
- Equestrian Facility Expansion
- Additional equipment sheds and outdoor recreation facilities
- Upgrades/remodels to Mountain View Lodge
- An additional office space
- Additional camper cabins
- Including but not limited to 3 staff cabins
 - 2 staff cabins are currently in the building review process
- Additional/new bathhouses

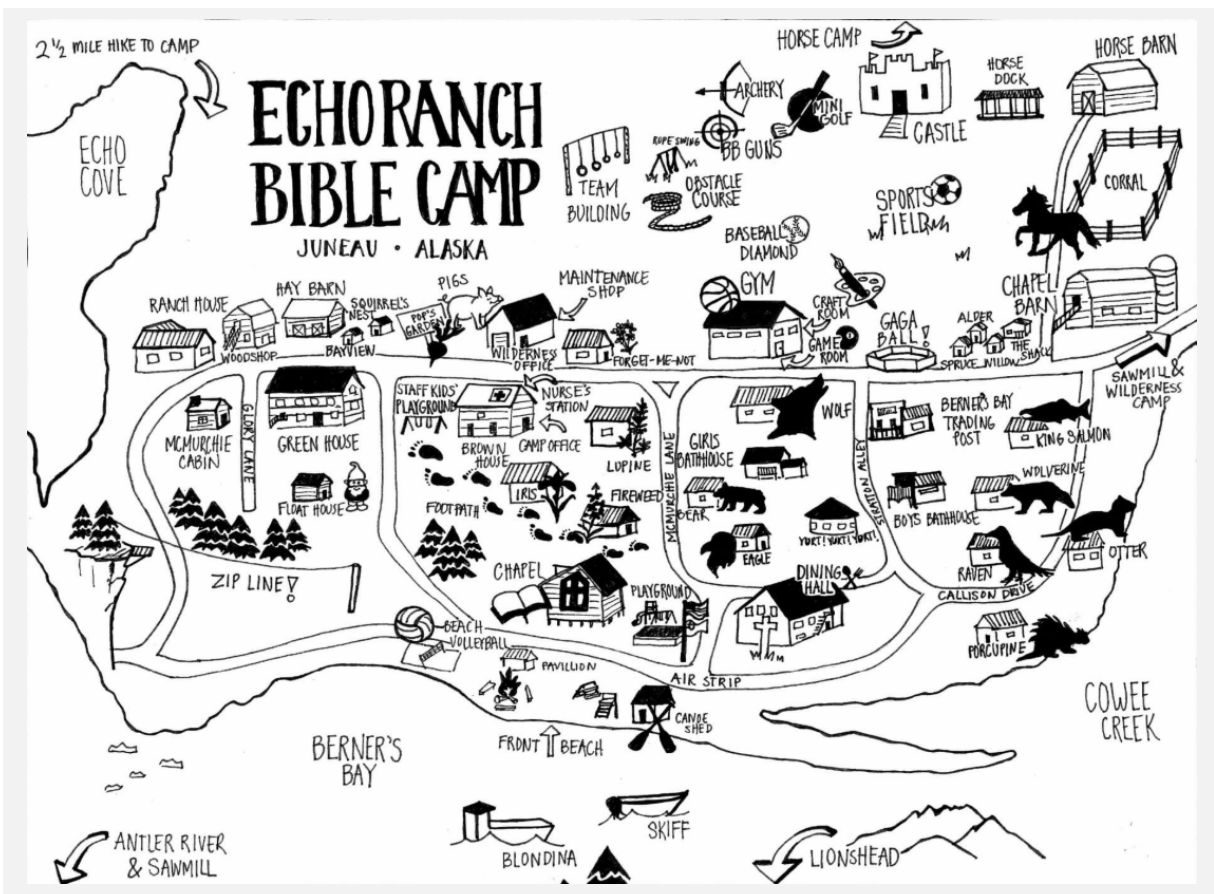
Resorts are defined as, “a facility for transient guests where the primary attraction is recreational activities” in Land Use Code. The proposed cabins and additional facilities are in line with the “resort” use. Images are provided of existing facilities in **Attachment N**. Echo Ranch currently has capacity for over 120 guests and staff. In the off-season, an onsite caretaker maintains the property.

Date	Item	Summary
1968	Plat	First known plat of Echo Ranch (Attachment D).
1981	BLD-019501	Permit issued for new cabin.
1987	Neighboring Plat	Lot width, Cowee Creek location.
1989	BLD-1189701	New storage building.
1991	CU-16-91	New building for staff housing and office use permitted (Attachment E).
1993	CU-08-93	Conditional Use Permit for the construction of 1 staff cabin. Existing camp facilities were “grandfathered” in. The USE permit requirement was waived (Attachment F).
1999	BLD-17517	Same permit as BLD99-301. For a new block bath house.
1999	BLD1999-152	Construction of a new communal residence.
2003	BLD2003-191	New concrete block bath house.
2003	BLD2003-222 CO	Certificate of Occupancy for new camp store/trading post.
2006	INQ2006-21	Inquiry regarding preapp for USE2006-17 with chapel site plans included.
2006	Plat	Plat 2006-09 of neighboring property USS 154 TR A & B.
2006	USE2006-17	Permitted a 12,000 square foot dining hall, office and medical clinic (Attachment G).
2013	BLD2013-722	New platform and commercial freezer room. Permit has been issued, not finalized.
2015	USE2015-11	Use permit to construct a chapel, 2 staff cabins and a bathhouse (Attachment H).
2018	BLD2018-117	New pumphouse. Permit has been finalized.
2019	Land Lease Agreement	Utility line easement agreement for parcel west of Echo Ranch (Attachment I).
2019	BLD2019-293	New cabin building 1. Permit has been finalized.
2019	BLD2019-295	New cabin building 2, modified 2021 for structural changes. Issued not finalized.
2020	BLD2020-185	Interior remodel to create 2 new bathrooms. Issued not finalized.
2020	BLD2020219	Construct new modular bath house. Issued not finalized.
2023	Plat	Plat 23-8 (Attachment J).
2024	BLD24-240 & 243	Building permit application for the construction of 2 new staff cabins (Attachment K).
2024	FZD24-01	Floodplain development application associated with BLD24-240 and 243 to construct 2 staff cabins in Zone V Special Flood hazard area.
2024	PAC24-01	Original project proposal (Attachment L).
2025	Assessor Data	Lot size, access (Attachment M).
2025	Site Visit	Photos, existing facilities (Attachment N).

ZONING REQUIREMENTS

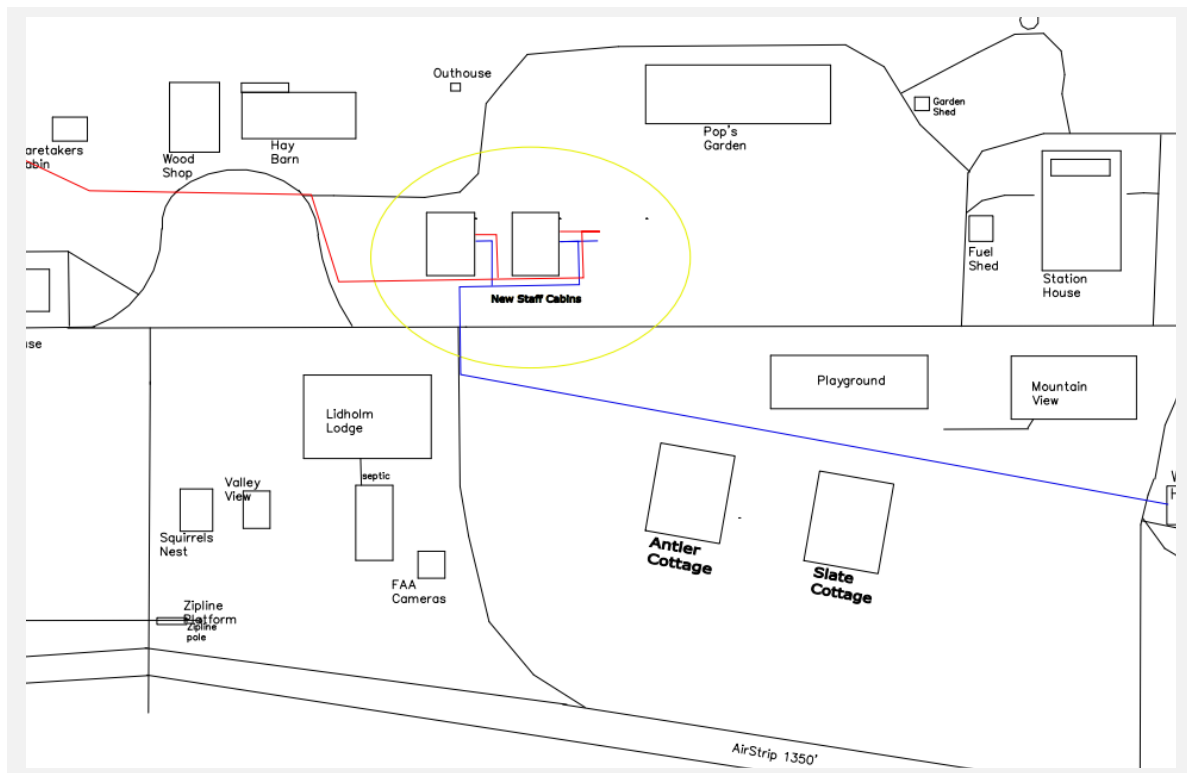
Standard		Requirement	Existing	Code Reference
Lot	Size	36,000 square feet; 0.82 Acres	6,788,390 square feet; 155.84 Acres	CBJ 49.25.400
	Width	150 feet	~1100 feet	CBJ 49.25.400
Setbacks	Front	25 feet	>25 feet	CBJ 49.25.400
	Rear	25 feet	>25 feet	CBJ 49.25.400
	Side	15 feet	>15 feet	CBJ 49.25.400
Lot Coverage Maximum	Permissible	10%	<5%	CBJ 49.25.400
	Conditional	20%	<5%	CBJ 49.25.400
Vegetative Cover Minimum		None in RR	>90%	CBJ 49.50.300
Height	Permissible	45 feet	<45 feet	CBJ 49.25.400
	Accessory	45 feet	<45 feet	CBJ 49.25.400
Use		Resort, lodge	Resort, lodge	CBJ 49.25.300 TPU 21.100

EXISTING FACILITIES OVERVIEW



ANALYSIS

Project Site – The site plan below is for two staff cabins associated with BLD24-240 and BLD24-243. Future facilities permitted under this USE Permit will submit additional site plans.



Project Design – Two (2) detached, single-story staff cabins are currently in review under BLD2025-240 and BLD2025-243. All other developments listed are currently in the planning stage. CDD will be provided with site plans and associated building permits when/if any of the above developments are proposed.

Water is supplied on site via a well system; the existing wastewater system will be engineered to accommodate any proposed structures. Power is also supplied through on-site generators. Through the building permit process for the above facilities, the Engineering Department will determine if an upgrade to the existing wastewater system is necessary as facilities are expanded.

Traffic – The camp is located on a remote parcel on Point Bridget near Echo Cove. Access to the site is via sea or air, or at low tide by hiking in along the western shore of Echo Cove. As guests are not allowed to have vehicles at the camp the applicant does not anticipate an increase in traffic as a result of this proposal.

Vehicle Parking & Circulation – As Echo Ranch is located on a remote parcel and guests hike to the camp, the parking requirement does not apply. The parking needs and accommodations will remain unchanged as the bussing of campers from the in-town offices located adjacent to the Auke Bay Bible Church will continue. Other guests typically utilize this same area and hike to the camp. If, in the future, Echo Ranch expands to accommodate more users, a separate parking area may need to be developed, or vehicular access provided directly to the camp.

Noise – There is no evidence to suggest that an increase in noise or other related nuisances will result from this proposal.

Lighting – No changes to existing lighting is proposed.

Vegetative Cover & Landscaping – The existing site is largely undeveloped. According to GIS Aerial Imagery and provided site plans approximately 90% of the subject parcel is vegetation.

Habitat - Applicant is encouraged to contact the U.S. Fish and Wildlife for the presence of eagle nests in the area. Cowee Creek is anadromous; no development may occur within the 50-foot anadromous stream buffer, and no disturbance is allowed in the 25-foot buffer. Applicant must contact the Army Core of Engineers for future development as there are wetlands mapped on the NW side of the property.

Drainage and Snow Storage – Snow storage and drainage will be further assessed during the building permit review process. A snow storage basin is not required when the storage of accumulated snow occurs on the same property per CBJ 49.80.

Historic District – The site is not located within a historic district.

Hazard Zones – There are no mapped avalanche zones on the subject parcel. Should development occur within the Zone V floodplain, a separate Floodplain Development Permit (FZD) will be required. FZD Permits and elevation certificates have been received for BLD2024-240 and BLD2024-243.

Public Health, Safety, and Welfare – Staff is unaware of any evidence to suggest that the proposed development would negatively impact public health or safety.

Property Value or Neighborhood Harmony – The camp is located on a remote parcel surrounded by Alaska State Park land. There is no evidence to suggest that the proposed development would significantly affect property values or be out of harmony with the existing uses of the surrounding area.

AGENCY REVIEW

CDD conducted an agency review comment period between May 28 and June 3, 2025, and received the following responses:

Agency	Summary
General Engineering	Engineer’s letter acknowledging an increase in septic system users is required if camp capacity is increased.
Fire	Subject parcel is outside of Fire Service Area; any new construction will require smoke detectors.
Building	No concerns from Building at this time.

PUBLIC COMMENTS

CDD conducted a public comment period between May 12, 2025, and June 5, 2025. Public notice was mailed to property owners within 500 feet of the proposed development. A public notice sign was also posted on-site two weeks prior to the scheduled hearing. No public comments have been received by staff.

CONFORMITY WITH ADOPTED PLANS

The proposed development is in general conformity with the 2013 Comprehensive Plan and the 2015 Juneau Economic Development Plan.

PLAN	Page No.	Item	Summary
2013 Comprehensive Plan	64	Policy 5.18 – SOP3	Create a supportive environment for entrepreneurial activity.
	174	Guidelines and Consideration for Subarea 1	Support the New Growth Area development, including a mixture of residential, recreational and water-related uses, in Echo Cove.
2015 Juneau Economic Development Plan	100	Initiative: Promote Housing Affordability & Availability	The time and cost of permitting and the need for conditional use permits creates gaps in needed housing supplies.

FINDINGS

Conditional Use Permit Criteria – Per CBJ 49.15.330 (e) & (f), Review of Director's & Commission's Determinations, the Director makes the following findings on the proposed development:

1. *Is the application for the requested Conditional Use Permit complete?*

Analysis: The proposed site design for the 2 single-story staff cabins complies with the requirements of Title 49. Future cabins and camp facilities will need to comply with all zoning, building and fire code regulations.

Finding: Yes. The Conditional Use Permit application is complete.

2. *Is the proposed use appropriate according to the Table of Permissible Uses?*

Analysis: The proposed staff cabins and future camp facilities are an appropriate conditional use in the RR zoning district.

Finding: Yes. The requested permit is appropriate according to the Table of Permissible Uses. The permit is listed at CBJ 49.25.300, Section 21.100 for the RR zoning district.

3. *Will the proposed development comply with the other requirements of this chapter?*

Analysis: No additional analysis required.

Finding: Yes. With the recommended conditions, the proposed development will comply with Title 49, including noise, habitat, parking and additional zoning requirements.

4. *Will the proposed development materially endanger the public health, safety, or welfare?*

Analysis: No additional analysis required.

Finding: No. There is no evidence to suggest that with appropriate conditions, the requested cabin and camp facilities, in the RR zoning district, will materially endanger the public health or safety.

5. Will the proposed development substantially decrease the value of or be out of harmony with property in the neighboring area?

Analysis: No evidence has been presented that expansion of camp facilities at Echo Ranch will decrease the value of, or be out of harmony with, property in the neighboring area.

Finding: No. There is no evidence to suggest that with appropriate conditions, the requested expansion of camp facilities, in an RR zoning district, will substantially decrease the value or be out of harmony with the property in the neighboring area.

6. Will the proposed development be in general conformity with the Land Use Plan, Thoroughfare Plan, or other officially adopted plans?

Analysis: Based on the analysis above, it is found that the proposed development is in general conformity with the Comprehensive Plan, and other officially adopted plans of the City & Borough of Juneau.

Finding: Yes. The proposed cabins and camp facilities, with the recommended conditions, will be in general conformity with the 2013 Comprehensive Plan and other adopted plans.

RECOMMENDATION

Staff recommends the Planning Commission adopt the Director's analysis and findings and APPROVE the requested Conditional Use Permit. The permit would allow for the development of cabins and camp facilities at Echo Ranch Bible Camp.

STAFF REPORT ATTACHMENTS

Item	Description
Attachment A	Application Packet
Attachment B	Abutters Notice and Public Notice Sign Photo
Attachment C	Agency Comments
Attachment D	1968 Plat
Attachment E	CU-16-91
Attachment F	CU-08-93
Attachment G	USE2006-17
Attachment H	USE2015-11
Attachment I	2019 Land Lease Agreement
Attachment J	Plat 23-8
Attachment K	BLD2024-240 & 243
Attachment L	PAC24-01
Attachment M	2025 Assessor Data
Attachment N	2025 Site Visit Photos



DEVELOPMENT PERMIT APPLICATION

NOTE: Development Permit Application forms must accompany all other Community Development Department land use applications. This form and all documents associated with it are public record once submitted.

To be completed by Applicant	PROPERTY LOCATION		
	Physical Address 40001 Glacier Hwy		
	Legal Description(s) (Subdivision, Survey, Block, Tract, Lot) USS 2925 Lot 1		
	Parcel Number(s) 3-B45-0-100-004-1		
	☐ This property is located in the downtown historic district ☐ This property is located in a mapped hazard area, if so, which _____		
	LANDOWNER/ LESSEE		
	Property Owner	Gospel Missionary Union	Contact Person Randy Alderfer
	Mailing Address	PO Box 210608, Auke Bay, AK 99821	
	E-mail Address	echoranchoffice@avmi.org	
	Phone Number(s)	(907) 723-2998 (907) 789-3777	
LANDOWNER/ LESSEE CONSENT			
Required for Planning Permits, not needed on Building/ Engineering Permits. Consent is required of all landowners/ lessees. If submitted with the application, alternative written approval may be sufficient. Written approval must include the property location, landowner/ lessee's printed name, signature, and the applicant's name.			
I am (we are) the owner(s) or lessee(s) of the property subject to this application and I (we) consent as follows: A. This application for a land use or activity review for development on my (our) property is made with my complete understanding and permission. B. I (we) grant permission for the City and Borough of Juneau officials/employees to inspect my property as needed for purposes of this application.			
Randy Alderfer		Camp Director	
Landowner/Lessee (Printed Name)		Title (e.g.: Landowner, Lessee)	
X	_____	5/5/25	_____
	Landowner/Lessee (Signature)	Date	
_____		_____	
	Landowner/Lessee (Printed Name)	Title (e.g.: Landowner, Lessee)	
X	_____	_____	_____
	Landowner/Lessee (Signature)	Date	
NOTICE: The City and Borough of Juneau staff may need access to the subject property during regular business hours. We will make every effort to contact you in advance, but may need to access the property in your absence and in accordance with the consent above. Also, members of the Planning Commission may visit the property before a scheduled public hearing date.			
APPLICANT			
Applicant (Printed Name)		If same as LANDOWNER, write "SAME"	
Same		Contact Person	
Mailing Address		Phone Number(s)	
E-mail Address			
_____		5/5/25	
Applicant's Signature		Date of Application	

DEPARTMENT USE ONLY BELOW THIS LINE

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

For assistance filling out this form, contact the Permit Center at 586-0770.

Case Number	Intake Initials
USE25-009	JM
	Date Received
	5/15/2025



ALLOWABLE/CONDITIONAL USE PERMIT APPLICATION

See reverse side for more information regarding the permitting process and the materials required for a complete application.

NOTE: Must be accompanied by a DEVELOPMENT PERMIT APPLICATION form.

To be completed by Applicant

PROJECT SUMMARY	
Construction of new Staff Cabins at Echo Ranch Bible Camp and upgrades to existing facilities, including remodels and new facilities for growth.	
TYPE OF ALLOWABLE OR CONDITIONAL USE PERMIT REQUESTED	
☐ Accessory Apartment – Accessory Apartment Application (AAP) ☒ Use Listed in 49.25.300 – Table of Permissible Uses (USE) Table of Permissible Uses Category: <u>RR Zone 1 or 3</u>	
IS THIS A MODIFICATION or EXTENSION OF AN EXISTING APPROVAL?	
☒ YES – Case # <u>USE2015 0011</u> ☐ NO	
UTILITIES PROPOSED	
WATER: ☐ Public ☒ On Site SEWER: ☐ Public ☒ On Site	
SITE AND BUILDING SPECIFICS	
Total Area of Lot <u>6,751,800</u> square feet Total Area of Existing Structure(s) <u>---</u> square feet Total Area of Proposed Structure(s) <u>---</u> square feet	
EXTERNAL LIGHTING	
Existing to remain: ☒ No ☐ Yes – Provide fixture information, cutoff sheets, and location of lighting fixtures Proposed: ☒ No ☐ Yes – Provide fixture information, cutoff sheets, and location of lighting fixtures	
ALL REQUIRED DOCUMENTS ATTACHED	
☒ Narrative including: ☒ Current use of land or building(s) ☒ Description of project, project site, circulation, traffic etc. ☒ Proposed use of land or building(s) ☒ How the proposed use complies with the Comprehensive Plan ☐ Plans including: ☐ Site plan ☐ Floor plan(s) ☐ Elevation view of existing and proposed buildings ☐ Proposed vegetative cover ☐ Existing and proposed parking areas and proposed traffic circulation ☐ Existing physical features of the site (e.g.: drainage, habitat, and hazard areas)	
<i>If this is a modification or extension include:</i> ☒ Notice of Decision and case number ☒ Justification for the modification or extension ☐ Application submitted at least 30 days before expiration date	

-----DEPARTMENT USE ONLY BELOW THIS LINE-----

ALLOWABLE/CONDITIONAL USE FEES				
	Fees	Check No.	Receipt	Date
Application Fees	\$ <u>500</u>			
Admin. of Guarantee	\$ _____			
Adjustment	\$ _____			
Pub. Not. Sign Fee	\$ <u>50</u>			
Pub. Not. Sign Deposit	\$ <u>100</u>			
Total Fee	\$ <u>650.00</u>			

This form and all documents associated with it are public record once submitted.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

For assistance filling out this form, contact the Permit Center at 586-0770.

Case Number <u>USE25-009</u>	Date Received <u>5/15/2025</u>
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Allowable/Conditional Use Permit Application Instructions

Allowable Use permits are outlined in CBJ 49.15.320, Conditional Use permits are outline in CBJ 49.15.330

Pre-Application Conference: A pre-application conference is required prior to submitting an application. There is no fee for a pre-application conference. The applicant will meet with City & Borough of Juneau and Agency staff to discuss the proposed development, the permit procedure, and to determine the application fees. To schedule a pre-application conference, please contact the Permit Center at 586-0770 or via e-mail at permits@juneau.org.

Application: An application for an Allowable/Conditional Use Permit will not be accepted by the Community Development Department until it is determined to be complete. The items needed for a complete application are:

1. **Forms:** Completed Allowable/Conditional Use Permit Application and Development Permit Application forms.
2. **Fees:** Fees generally range from \$350 to \$1,600. Any development, work, or use done without a permit issued will be subject to double fees. All fees are subject to change.
3. **Project Narrative:** A detailed narrative describing the project.
4. **Plans:** All plans are to be drawn to scale and clearly show the items listed below:
 - A. Site plan, floor plan and elevation views of existing and proposed structures
 - B. Existing and proposed parking areas, including dimensions of the spaces, aisle width and driveway entrances
 - C. Proposed traffic circulation within the site including access/egress points and traffic control devices
 - D. Existing and proposed lighting (including cut sheets for each type of lighting)
 - E. Existing and proposed vegetation with location, area, height and type of plantings
 - F. Existing physical features of the site (i.e. drainage, eagle trees, hazard areas, salmon streams, wetlands, etc.)

Document Format: All materials submitted as part of an application shall be submitted in either of the following formats:

1. Electronic copies in the following formats: .doc, .txt, .xls, .bmp, .pdf, .jpg, .gif, .xlm, .rtf (other formats may be preapproved by the Community Development Department).
2. Paper copies 11" X 17" or smaller (larger paper size may be preapproved by the Community Development Department).

Application Review & Hearing Procedure: Once the application is determined to be complete, the Community Development Department will initiate the review and scheduling of the application. This process includes:

Review: As part of the review process the Community Development Department will evaluate the application for consistency with all applicable City & Borough of Juneau codes and adopted plans. Depending on unique characteristics of the permit request the application may be required to be reviewed by other municipal boards and committees. During this review period, the Community Development Department also sends all applications out for a 15-day agency review period. Review comments may require the applicant to provide additional information, clarification, or submit modifications/alterations for the proposed project.

Hearing: All Allowable/Conditional Use Permit Applications must be reviewed by the Planning Commission for vote. Once an application has been deemed complete and has been reviewed by all applicable parties the Community Development Department will schedule the requested permit for the next appropriate meeting.

Public Notice Responsibilities: Allowable/Conditional Use requests must be given proper public notice as outlined in CBJ 49.15.230:

The Community Development Department will give notice of the pending Planning Commission meeting and its agenda in the local newspaper a minimum of 10-days prior to the meeting. Furthermore, CDD will mail notices to all property owners within 500-feet of the project site.

The Applicant will post a sign on the site at least 14 days prior to the meeting. The sign shall be visible from a public right-of-way or where determined appropriate by CDD. Signs may be produced by the Community Development Department for a preparation fee of \$50, and a \$100 deposit that will be refunded in full if the sign is returned within seven days of the scheduled hearing date. If the sign is returned between eight and 14 days of the scheduled hearing \$50 may be refunded. The Applicant may make and erect their own sign. Please contact the Community Development Department for more information.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Echo Ranch Bible Camp
P.O. Box 210608
Auke Bay, AK 99821
(907)789-3777



Echo Ranch Future Projects Narrative

This is a modification to the Conditional Use Permit: USE2015 0011. We want to modify this permit because we at Echo Ranch Bible Camp are looking to expand some of our facilities. We are looking to expand to not only accommodate growth both with staff and volunteers but also for opportunities to serve the community of Juneau.

We are looking at building more lodging facilities for staff, including but not limited to 3 staff cabins. Three cabins will be two-bedroom facilities, which have been in the permit process, and others in the future will be similar to these approved and also the staff cottages on the USE2015 0011.

We are also looking to expand or grow in many of our current areas. These expansions or new buildings will by no means take away from the beautiful scenery that we have on our 300 acres.

Such expansions include our dining facilities, chapel facilities, horse facilities, shops and equipment sheds, recreational facilities, sawmill facilities. Upgrades or remodels will include a remodel to our current Mountain View Lodge, new office building, new camper cabins, and new bathhouses.

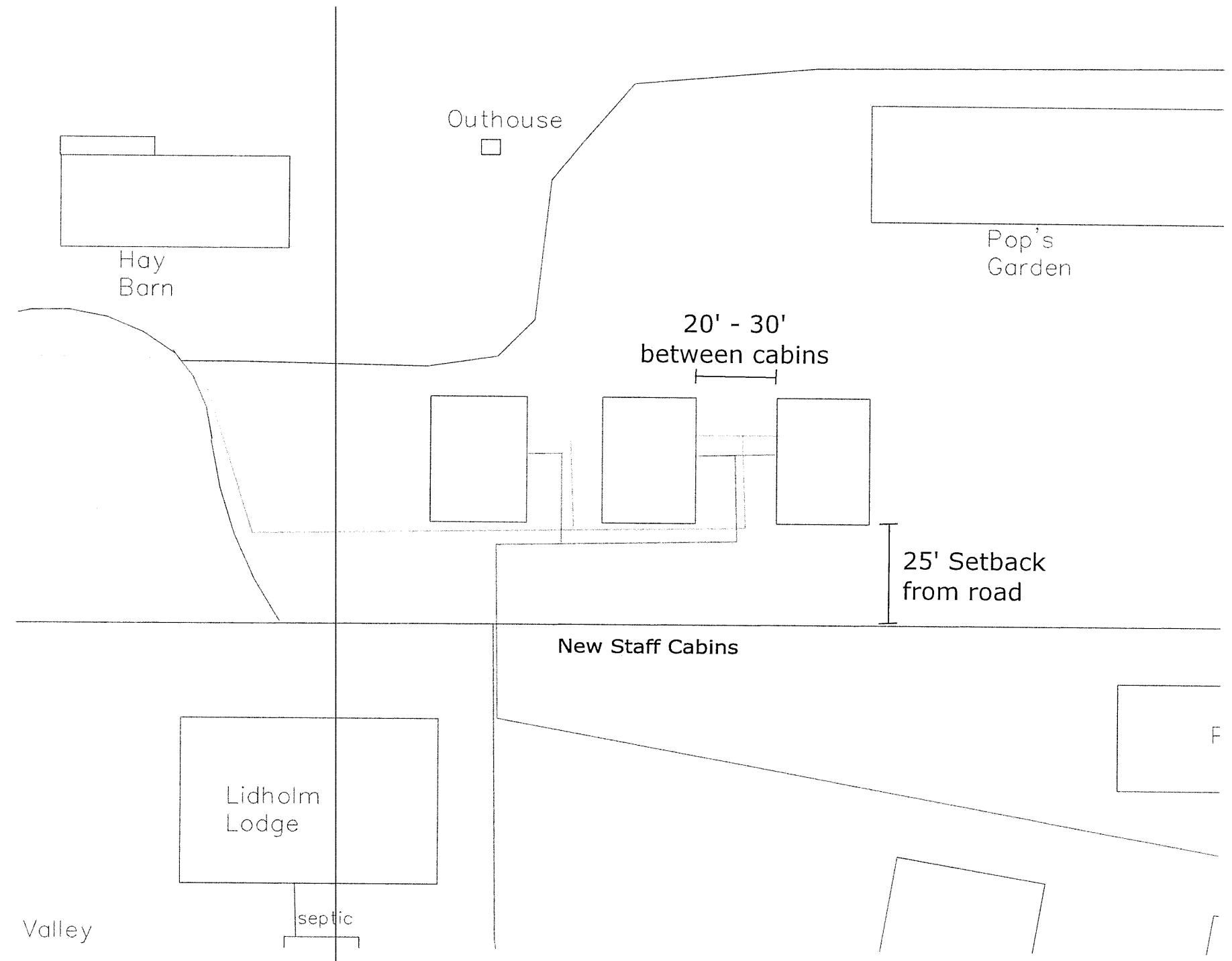
We also are planning on doing a complete electrical system and infrastructure upgrade that will be locally engineered by Morris Engineering.

As we grow and expand to meet the needs of our community, we will be mindful of how these will impact not only our property, but also Echo Cove and Berners Bay. As our facilities grow, we will continue to use our current system of producing our own power through generator, unless other opportunities arise. We will also continue to produce and treat our own water through our wells and water treatment facilities. With our expansion of facilities, if they are needing septic systems, will be engineered by local engineers.

Our future expansions are still in the planning and visioning stages and we will continue to look to and follow the city's recommendations and guidelines for these facilities, particularly in regards to the zoning and fema flood designations.

We will make sure that these future developments do not in any way increase the parking at Echo Cove. Noise from the construction itself and from adding additional facilities will by no means impact others due to our isolated location. As the needs arise to grow in certain areas, we will provide the city with site plans and other plans, including engineered plans as needed for each project and individual building permits.





ABBREVIATIONS:

a.a.	attic access	dwn.	down	jt.	joint	spec.	specification
a.f.f.	above fin. floor	ea.	each	jst.	joist	std.	standard
a.f.g.	above fin. grade	elect.	electrical	lav.	lavatory	struct.	structural
anch.	anchor	elev.	elevation	lev.	level	susp.	suspended
approx.	approximately	eq.	equal	lin.	linen	t.&b.	top & bottom
asph.	asphalt	equip.	equipment	manuf.	manufacturer	thrd.	threads
bas.	base	exist.	existing	max.	maximum	t.&g.	tongue & groove
bd.	board	exp.	expansion	mech.	mechanical	t.o.c.	top of concrete
bldg.	building	ext.	exterior	micro.	microwave	tel.	telephone
bm.	beam	fdn.	foundation	min.	minimum	telev.	television
bot.	bottom	fib.	fiberglass	misc.	miscellaneous	thru.	through
bet.	between	fin.	finish	no.	number	trans.	transom
cab.	cabinet	fixt.	fixture	nom.	nominal	typ.	typical
cant.	cantilever	flr.	floor	n.t.s.	not to scale	u.n.o.	unless noted otherwise
cath.	cathedral	fluor.	fluorescent	o.c.	on center	vert.	vertical
c.o.	cased opening	f.p.	fireplace	o.d.	outside dia.	wash.	washer
ceil.	ceiling	ft.	foot	o.h.	overhead	w/.	with
cer.	ceramic	ftg.	footing	opng.	opening	w.c.	water closet
clo.	closet	ga.	gauge	pantr.	pantry	w.h.	water heater
c.m.u.	masonry unit	g.d.	garbage disposal	p.d.	pull down	w.p.	waterproof
col.	column	galv.	galvanized	pl.	plate	w.r.	water resistant
conc.	concrete	gar.	garden	p.t.	pressure treated	w.w.m.	welded wire mesh
const.	construction	gen.	general	raft.	rafter		
cont.	continuous	gl.	glass	refri.	refrigerator		
contr.	control	g&s.	glued & screwed	reg.	regular		
dbl.	double	g.l.l.	gas log lighter	reinf.	reinforced		
det.	detail	gyp.	gypsum	req'd.	required		
dia.	diameter	h.b.	hose bibb	rm.	room		
diag.	diagonal	horiz.	horizontal	sched.	schedule		
dim.	dimension	h.v.a.c.	heat/air cond.	sect.	section		
dr.	door	i.b.	ironing board	sht.	sheet		
dry.	dryer	in.	inch	shwr.	shower		
d.w.	dishwasher	int.	interior	sim.	similar		
dwg.	drawing	ins.	insulation	sky.	skyight		

GENERAL NOTES:

- 1-These plans were designed and drafted for Echo Ranch to meet the average conditions and codes in the state of Alaska.
- 2-It is the responsibility of the General Contractor and Subs to see that the structure is built in strict compliance with all governing municipal codes (city, county, state and federal).
- 3-All the drawings and specification listed shall be worked concurrently. If a conflict exist between drawings and specification, the most stringent shall take precedence.

SPECIFICATION:

Residential Specification -- ECH 1234

DRAWING SERIES:

Sheet G1 - General Notes
Sheet S1 - Foundation Plan
Sheet S2 - Foundation Details
Sheet A1 - Floor Plan
Sheet A2 - Stud Walls Location Plan
Sheet A3 - Typical Section View
Sheet A4 - Exterior Elevations
Sheet M1 - HVAC & Plumbing Plan
Sheet E1 - Electrical Plan

ECHO RANCH
BIBLE CAMP
FACILITIES OFFICE

CLIENT: ECHO RANCH BIBLE CAMP

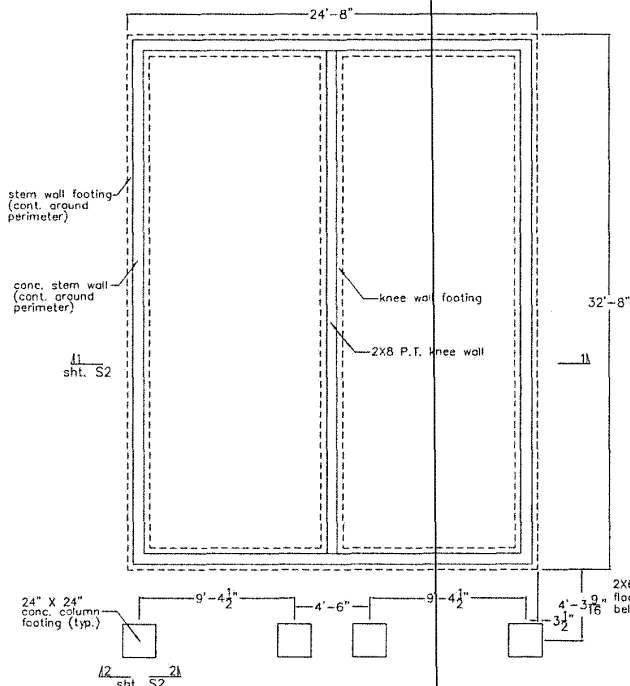
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SCALE: none

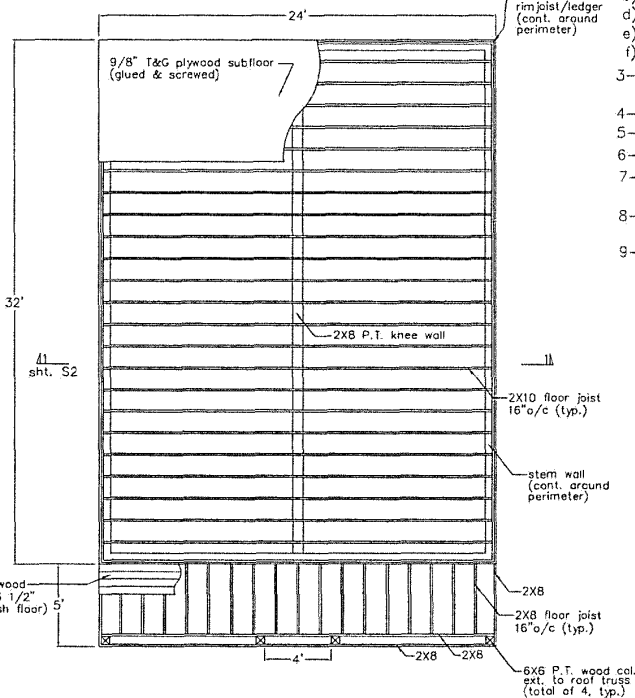
DWG#: ECH1

SHEET: G1

(CONCRETE FOUNDATION PLAN)



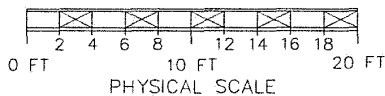
(WOOD FRAMING FOUNDATION PLAN)



NOTES:

- 1- Work this dwg. with dwgs. listed on sheet G1.
- 2- Embedded anchor bolts (J) shall be A36 and installed as follows:
 - a) min. of 5/8" dia.
 - b) min. of 7" embedment.
 - c) centered on the sill plates.
 - d) max. of 6'-0" o.c.
 - e) min. of 2 per pieces of sill plates.
 - f) max. of 12" from each end of the sill plates.
- 3- Concrete compressive strength shall be a minimum of 3000 p.s.i. at 28 days.
- 4- All rebar shall be a minimum of grade 40.
- 5- Rebar coverage shall be 3" minimum.
- 6- All lap splices shall be a min. of 40 bar dia..
- 7- Height of concrete walls shall be determined from the elevation of the plywood subfloor.
- 8- Simpson ties, hangers and hardware shall be used as necessary to meet all building codes.
- 9- For information not shown or not specified see job specification.

FOUNDATION PLAN
(SCALE 5/32" = 1'-0")



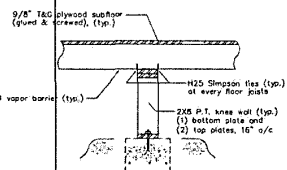
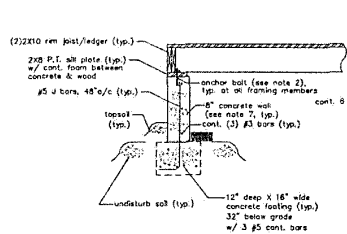
ECHO RANCH
BIBLE CAMP
FACILITIES OFFICE

CLIENT: ECHO RANCH BIBLE CAMP

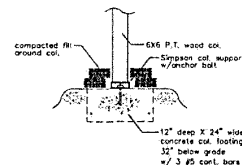
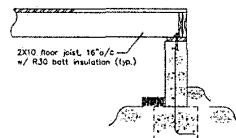
DESIGNER: jd

SCALE: as noted

DWG#: ECH1 SHEET: S1



SECTION 1-1

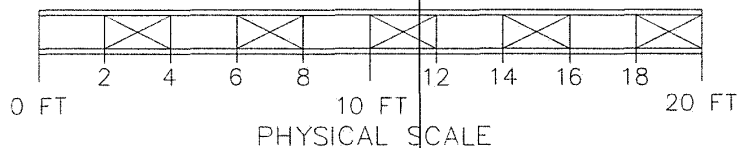


SECTION 2-2

FOUNDATION DETAILS
(SCALE 5/16" = 1'-0")

NOTES:

- 1- Work this dwg. with dwgs. listed on sheet G1.
- 2- Embedded anchor bolts (J) shall be A36 and installed as follows:
 - a) min. of 5/8" dia.
 - b) min. of 7" embedment.
 - c) centered on the sill plates.
 - d) max. of 6'-0" o.c.
 - e) min. of 2 per pieces of sill plates.
 - f) max. of 12" from each end of the sill plates.
- 3- Concrete compressive strength shall be a minimum of 3000 p.s.i. at 28 days.
- 4- All rebar shall be a minimum of grade 40.
- 5- Rebar coverage shall be 3" minimum.
- 6- All lap splices shall be a min. of 40 bar dia..
- 7- Height of concrete walls shall be determined from the elevation of the plywood subfloor.
- 8- Simpson ties, hangers and hardware shall be used as necessary to meet all building codes.
- 9- For information not shown or not specified see job specification.



ECHO RANCH
BIBLE CAMP
FACILITIES OFFICE

CLIENT: ECHO RANCH BIBLE CAMP

DESIGNER: jd

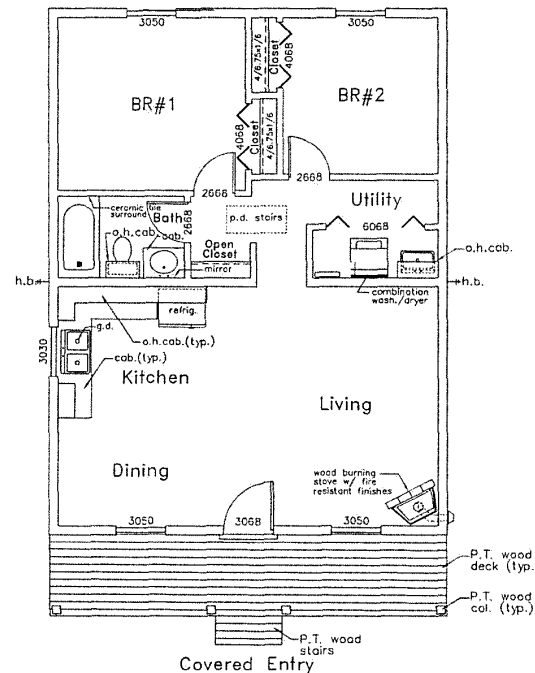
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DWG#: ECH1

SHEET: S2

NOTES:

- 1-Work this drawing with drawings listed on sheet G1.
- 2-All walls shown are finished walls. For stud wall locations, see Stud Wall Location drawing.
- 3-For P.T. wood railing see Elevation drawing.



FLOOR PLAN

(SCALE 5/32" = 1'-0")

**ECHO RANCH
BIBLE CAMP
FACILITIES OFFICE**

CLIENT: ECHO RANCH BIBLE CAMP

DESIGNER: jd

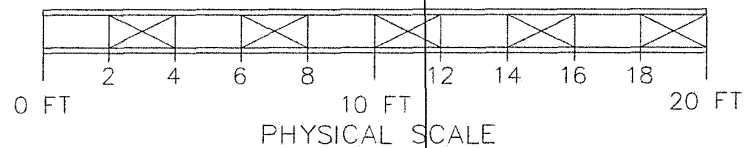
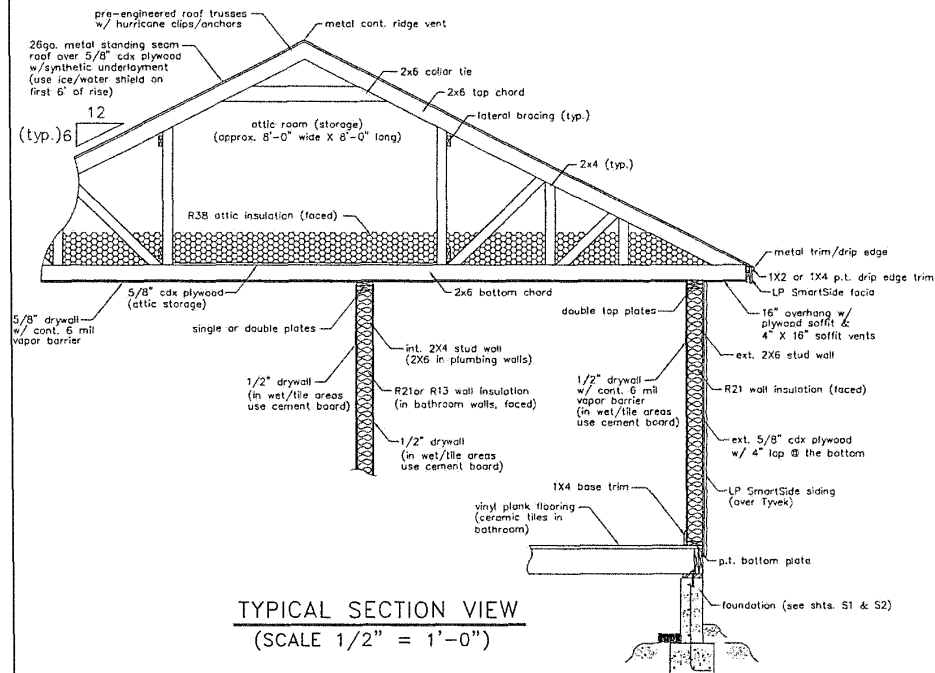
SCALE: as noted

DWG#: ECH1

SHEET: A1

NOTES:

1-Work this drawing with drawings listed on sheet G1.



ECHO RANCH
BIBLE CAMP
FACILITIES OFFICE

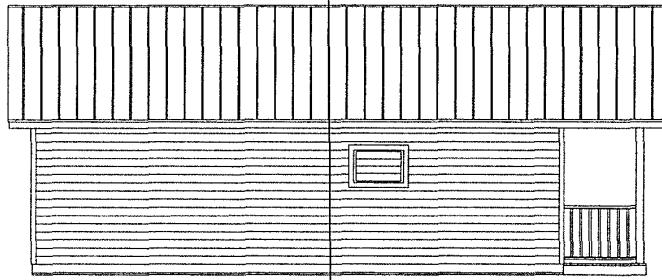
CLIENT: ECHO RANCH BIBLE CAMP

DESIGNER: jd

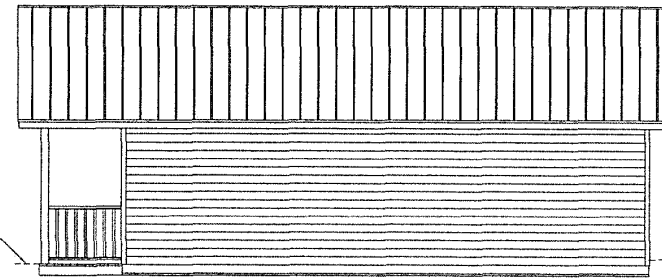
SCALE: as noted

DWG#: ECH1

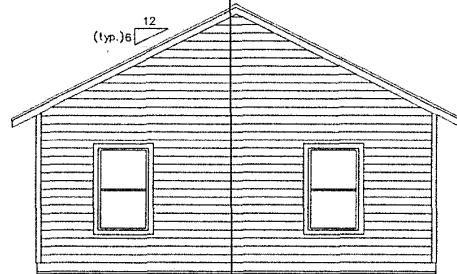
SHEET: A3



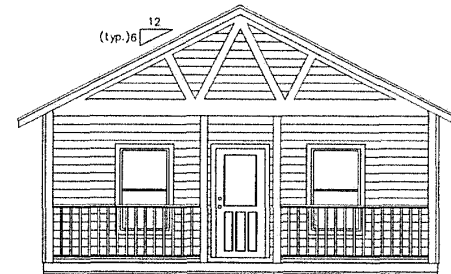
L. SIDE ELEVATION
(stairs not shown for clarity)



R. SIDE ELEVATION
(stairs not shown for clarity)

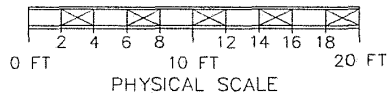


REAR ELEVATION
(stairs not shown for clarity)



FRONT ELEVATION
(stairs not shown for clarity)

(SCALE 5/32" = 1'-0")



NOTES:

- 1- Work this drawing with drawings listed on sheet G1.
- 2- All windows, doors, and end/edge trim shall be 1X4 LP SmartSide.
- 3- Facia trim shall be 1X6 LP SmartSide.
- 4- Siding shall be LP SmartSide.
- 5- All deck, railing & stair material shall be pressure treated lumber.

**ECHO RANCH
BIBLE CAMP
FACILITIES OFFICE**

CLIENT: ECHO RANCH BIBLE CAMP

DESIGNER: jd

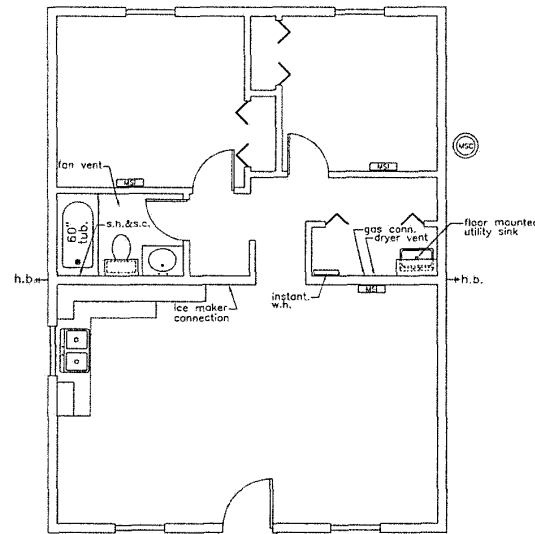
SCALE: as noted

DWG#: ECH1

SHEET: A4

NOTES:

- 1-Work this drawing with drawings listed on sheet G1.
- 2-Finish walls are shown, for specific stud wall location and sizes see stud walls location drawing.
- 3-Installation of components shall be coordinated with concrete, framing, electrical and other subcontractors.
- 4-For specific component sizes and location see manufacturer's data.
- 5-For additional information not shown see floor plan drawing.
- 6-Plumbing abbreviations:
s.c.-shower controls location
s.h.-shower head location



H.V.A.C. LEGEND	
	mini-split condensing unit
	mini-split inside unit

PLUMBING/HVAC PLAN
(SCALE 5/32" = 1'-0")

ECHO RANCH
BIBLE CAMP
FACILITIES OFFICE

CLIENT: ECHO RANCH BIBLE CAMP

DESIGNER: jd

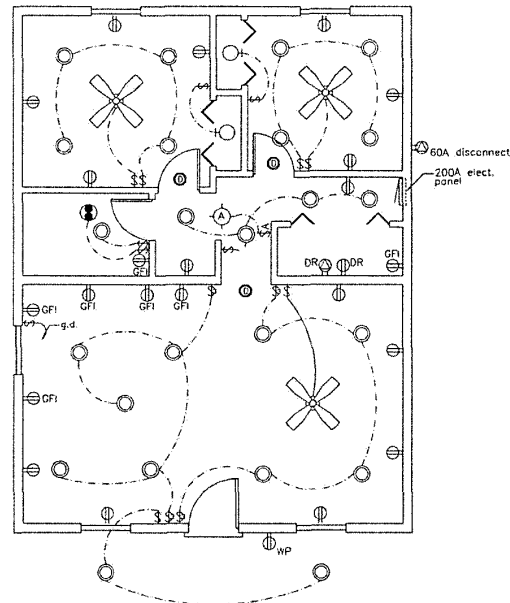
SCALE: as noted

DWG#: ECH1

SHEET: M1

NOTES:

- 1-Work this drawing with drawings listed on sheet G1.
- 2-All outlets shown shall be located 16" a.f.f. except at cabinet areas and Kitchen where they shall be 42" a.f.f.
- 3-Speciality outlets shall be located as determined by the appliances.
- 4-All switches shown shall be located 42" a.f.f.



ELECTRICAL PLAN
(SCALE 5/32" = 1'-0")

ELECTRICAL LEGEND	
	ceiling fan
	recess. elect. panel
	exhaust fan
	attic light/switch/outlet
	LED wall light
	CCT canless ceiling light
	ceiling smoke/gas detector
	110 outlet
	110 ground fault outlet
	110 weatherproof outlet
	110 (20A) ded. dryer outlet
	single pole switch
	three-way switch

ECHO RANCH
BIBLE CAMP
FACILITIES OFFICE

CLIENT: ECHO RANCH BIBLE CAMP

DESIGNER: jd

SCALE: as noted

DWG#: ECH1

SHEET: E1



(907) 586-0715
 CDD_Admin@juneau.gov
 www.juneau.org/community-development
 155 Heritage Way • Juneau, AK 99801

Echo Ranch Cabins

Case Number: PAC2024 0001
 Applicant: Eco Ranch Bible Camp
 Property Owner: Gospel Missionary Union Inc.
 Property Address: 40001 Glacier Hwy
 Parcel Code Number: 3B450100041
 Site Size: 155.84 acres
 Zoning: Rural Reserve
 Existing Land Use: Bible Camp

Conference Date: January 17, 2024

Report Issued:

DISCLAIMER: Pre-application conferences are conducted for the purpose of providing applicants with a preliminary review of a project and timeline. Pre-application conferences are not based on a complete application and are not a guarantee of final project approval.

List of Attendees

Note: Copies of the Pre-Application Conference Report will be emailed, instead of mailed, to participants who have provided their email address below.

Name	Title	Email address
Randy Alderfer	Applicant	echoranchoffice@avmi.org
Emily Suarez/ Ilsa Lund	Planning	Emily.suarez@juneau.gov
Teri Camery	Planning	xxx.xxx@juneau.gov
David Sevdv	Permits	David.Sevdy@juneau.gov
Jeff Hedges	Building	Jeff.Hedges@juneau.gov

Revised 5/07/2021

c:\users\david_sevdv\desktop\pac-template_revised_10-24-2023.doc

Conference Summary

Questions/issues/agreements identified at the conference that weren't identified in the attached reports.

The following is a list of issues, comments and proposed actions, and requested technical submittal items that were discussed at the pre-application conference.

Project Overview

The applicant would like to build three (3) staff cabins that will be used as residences for full-time staff during the summer operational months. The proposal is to build three (3) single-story structures on standard concrete footers and stem wall foundations. According to the applicant, the water for the new structures will be supplied from an existing shallow well system and the wastewater system will be engineered to accommodate the proposed structures.

The lot is located within Special Flood Hazard Area Zone V.

- The wastewater systems must be approved by the Alaska Department of Environmental Conservation, and that the system is sufficient for proposed development. Letter of approval must be submitted to the department [49.35.410(b)(1)(D)].
- A Floodplain Development Permit is required [49.70.400].
- Elevation Certificate for proposed structures.
- New construction and substantial improvements in zones V and VE must be elevated on piling and columns [49.70.400(j)(1)].
- The use of fill for structural support of buildings is prohibited in zones VE and V.

Planning Division

1. **Zoning** – The property is zoned Rural Reserve (RR).
2. **Table of Permissible Uses** – Per 49.25.300, section 21.100, resort/lodge is allowed with an approved Conditional Use Permit.
3. **Subdivision** – N/A
4. **Setbacks** –

Minimum setbacks required	RR
Front yard setback	25 feet
Rear yard setback	25 feet
Side yard setback	15 feet
Street side yard setback	13 feet

5. **Height** –

Maximum height permissible	RR
Permissible uses	45 feet
Accessory uses	45 feet

6. **Access** – The lot does not have direct and practical access. Remote access through Echo Cove boat launch.

Per 49.70.400(j)(1), new construction and substantial improvements in Zones V and VE must be elevated on piling and columns. The use of fill for structural support of buildings is prohibited.

13. **Hazard/Mass Wasting/Avalanche/Hillside Endorsement** – The site is not within mapped avalanche/landslide hazard areas. However, the site is within Special Flood Hazard Area Zone V.
14. **Wetlands** – If wetlands are discovered in this area, special regulations may apply. CDD will require a wetlands delineation and an ACOE wetland permit application for conformance with the floodplain regulations.
15. **Habitat** – Applicant should check with U.S Fish and Wildlife Service on the presence of eagle nests in the area. The presence of eagle nests may impact construction scheduling.
16. **Plat or Covenant Restrictions** –N/A
17. **Traffic** – N/A.
18. **Nonconforming situations** – (a Nonconforming certificate is required prior to the issuance of a building permit or land use permit)

Building Division

19. **Building** – No comments provided
20. **Outstanding Permits** – Review BLD20240243 New Single Family Residence East Side Cabin
Review BLD20240240 New Single Family Residence West Side Cabin
Issued BLD20200219 Construct New Modular Bath House
Issued BLD20200185 Interior Remodel to Create Two New Bathrooms
Issued BLD20190295 New Single Family Residence-Building 2
Issued BLD20160083 New Church for Echo Ranch
Issued BLD20130722 Platform and Commercial Freezer/Cooler Room

General Engineering/Public Works

21. **Engineering** –No Comments Provided
22. **Drainage** – N/A
23. **Utilities** – (water, power, sewer, etc.) N/A

Fire Marshal

24. **Fire Items/Access** –No Comments Provided
-

Other Applicable Agency Review

25. US Army Corps / DEC (wastewater) / USF&W / F&G / FAA / Corrections... N/A

List of required applications

Based upon the information submitted for pre-application review, the following list of applications must be submitted in order for the project to receive a thorough and speedy review.

Additional Submittal Requirements

Submittal of additional information, given the specifics of the development proposal and site, are listed below. These items will be required in order for the application to be determined Counter Complete.

1. A copy of this pre-application conference report.
2. (Add any necessary supporting documents required in the application forms OR that may be useful supporting information)

Exceptions to Submittal Requirements

Submittal requirements that staff has determined **not** to be applicable or **not** required, given the specifics of the development proposal, are listed below. These items will **not** be required in order for the application to be reviewed.

1. (Add any items required with the forms that are not applicable to the Conditional Use application)
- 2.

Fee Estimates

The preliminary plan review fees listed below can be found in the CBJ code section 49.85.

Based upon the project plan submitted for pre-application review, staff has attempted to provide an accurate estimate for the permits and permit fees which will be triggered by your proposal.

1. (List individual permit fees and sign fees)
- 2.

For informational handouts with submittal requirements for development applications, please visit our website at www.juneau.org/community-development.

Submit your Completed Application

You may submit your application(s) online via email to permits@juneau.gov

OR in person with payment made to:

City & Borough of Juneau, Permit Center
230 South Franklin Street
Fourth Floor Marine View Center
Juneau, AK 99801

Phone: (907) 586-0715

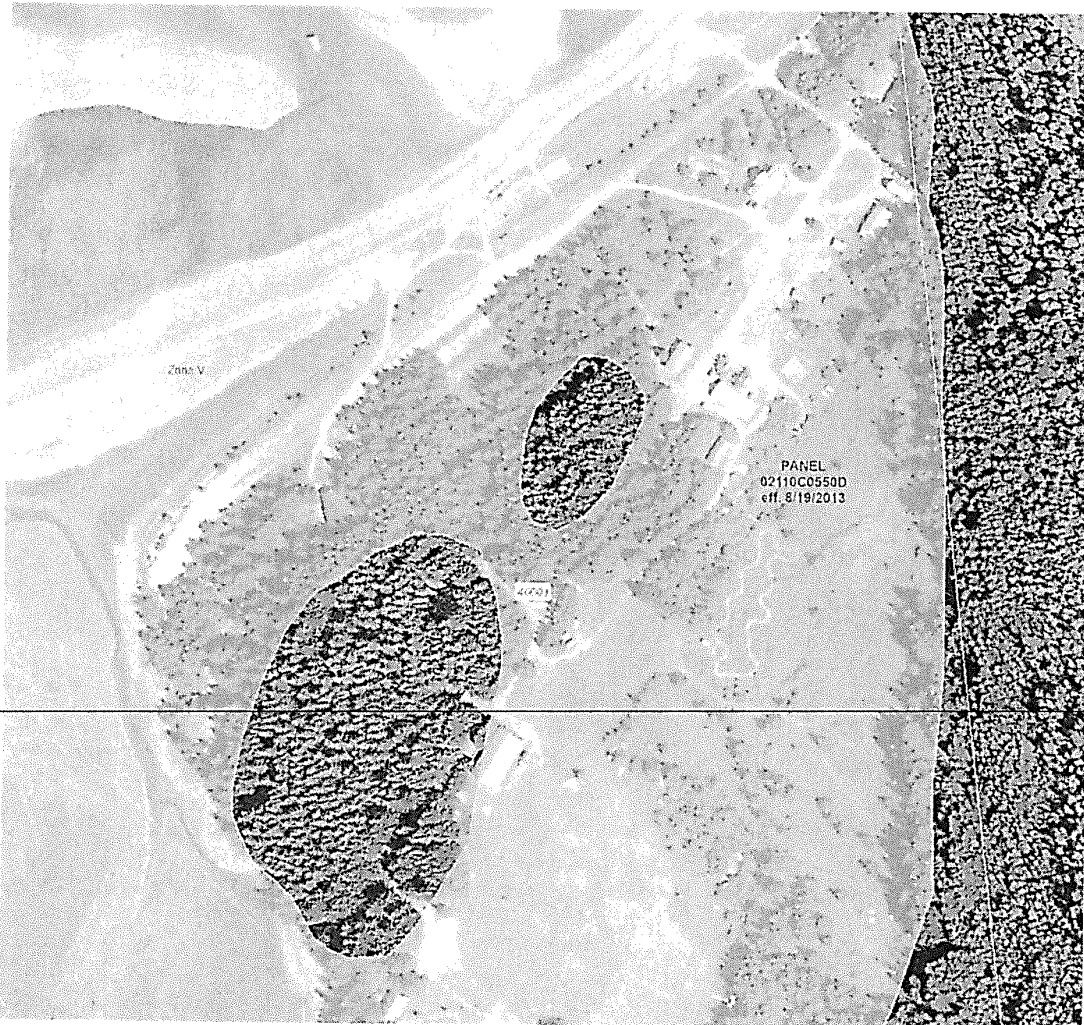
Web: www.juneau.org/community-development

Attachments:

- 49.70 Article IV – if in a flood zone
- 49.15.330 – if a Conditional Use Permit

7. **Parking & Circulation**— Echo ranch is located on a remote parcel and is not accessible by road. Parking requirements do not apply to the proposed development.
8. **Lot Coverage** – Maximum lot coverage for permissible uses is 10% of lot size and 20% for conditional uses.
9. **Vegetative Coverage** – There are no minimum vegetative cover requirements in the RR zoning district [49.50.300].
10. **Lighting** – Any proposed exterior lighting will be reviewed during the permitting process.
11. **Noise** – Due to the property's remote location, existing and proposed uses are not anticipated to increase the noise levels.
12. **Flood** – The property is within Special Flood Hazard Area Zone V. The 2013 FIRM maps are still in effect for this area and the site does not have a base flood elevation associated with it.

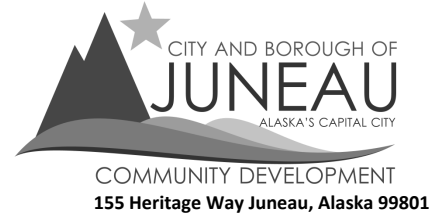
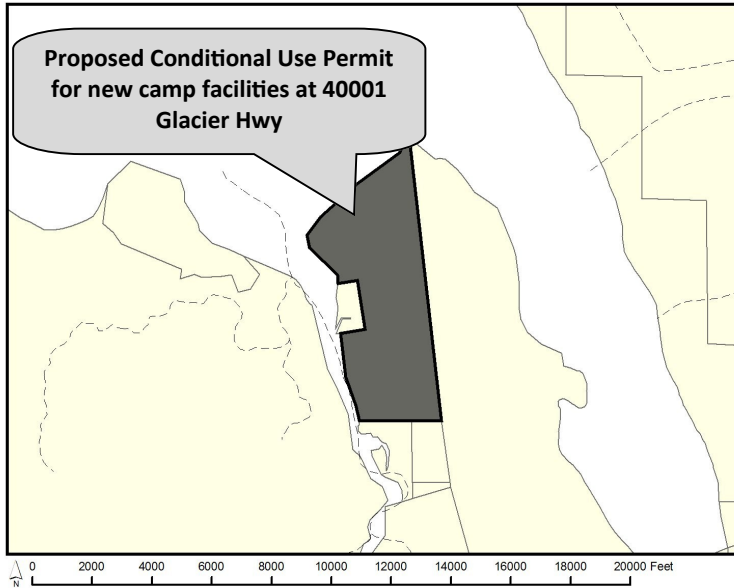
Per 49.70.400, development within the V Special Flood Hazard Area requires a Floodplain Development Permit.



Invitation to Comment

On a proposal to be heard by the CBJ Planning Commission

Your Community, Your Voice



TO

A Conditional Use Permit has been submitted for consideration and public hearing by the Planning Commission for **new camp facilities** at **Echo Ranch Bible Camp on Glacier Highway** in a **RR zone**.

PROJECT INFORMATION:

Project Information can be found at:

<https://juneau.org/community-development/short-term-projects>

PLANNING COMMISSION DOCUMENTS:

Staff Report expected to be posted **June 16, 2025** at

<https://juneau.org/community-development/planning-commission>

Find hearing results, meeting minutes, and more here, as well.

Now through June 5	June 5 — noon, June 20	HEARING DATE & TIME: 7:00 pm, June, 24 2025	June 25
Comments received during this period will be sent to the Planner, Jolene Murphy , to be included as an attachment in the staff report.	Comments received during this period will be sent to Commissioners to read in preparation for the hearing.	This meeting will be held in person and by remote participation. For remote participation: join the Webinar by visiting https://juneau.zoom.us/j/85421744892 and use the Webinar ID: 854 2174 4892 OR join by telephone, calling: 1-253-215-8782 and enter the Webinar ID (above). You may also participate in person in City Hall Assembly Chambers, 155 Heritage Way Juneau, Alaska.	The results of the hearing will be posted online.
FOR DETAILS OR QUESTIONS, Phone: (907)586-0753 ext. 4131 Email: pc_comments@juneau.gov or Jolene.Murphy@juneau.gov Mail: Community Development, 155 Heritage Way, Juneau AK 99801			
Case No.: USE2025 0009 Parcel No.: 3B4501000041 CBJ Parcel Viewer: http://epv.juneau.org			

Printed May 16, 2025



DOOGEE V40

From: [Jeffrey Hedges](#)
To: [Theresa Ross](#); [Jolene Murphy](#)
Subject: RE: USE25-09: Echo Ranch Bible Camp Expansion
Date: Tuesday, June 3, 2025 2:33:02 PM

Hey,

Building Division has no issues with the project at this time.

Thanks,

Jeff Hedges, MCP, CBO, CSP | Building Code Official
[Community Development Department](#) | City & Borough of Juneau, AK
Location: 230 S. Franklin Street, 4th Floor Marine View Building
Office: 907.586.0767 ext. 4137 Cell: 312.213.2245



Fostering excellence in development for this generation and the next.

How are we doing? Provide feedback here: <https://juneau.org/community-development/how-are-we-doing>

From: Theresa Ross <Theresa.Ross@juneau.gov>
Sent: Tuesday, June 3, 2025 2:06 PM
To: Jolene Murphy <Jolene.Murphy@juneau.gov>; Jeffrey Hedges <Jeffrey.Hedges@juneau.gov>
Subject: RE: USE25-09: Echo Ranch Bible Camp Expansion

There are no concerns from fire at this time. Just an FYI this is outside of our service area. They still need smoke detectors in sleeping rooms etc. but that will be under the review portion.



THERESA ROSS
Fire Marshal
Capital City Fire Rescue
820 Glacier Avenue, Juneau AK 99801
907-586-5322 ext. 4323

From: Jolene Murphy <Jolene.Murphy@juneau.gov>

Sent: Tuesday, June 3, 2025 1:44 PM

To: Theresa Ross <Theresa.Ross@juneau.gov>; Jeffrey Hedges <Jeffrey.Hedges@juneau.gov>

Subject: USE25-09: Echo Ranch Bible Camp Expansion

Good afternoon,

We recently received a USE application to permit additional staff and camper cabins at Echo Ranch Bible Camp. Two staff cabins are currently under review (BLD24-240 & BLD24-242). In order to pursue any future development, a new USE Permit is required. Their application and site plan is attached to this email.

If you have any questions or concerns, please reach out to me by June 6th.

Thank you!

Jolene Murphy | Planner I

[Community Development Department](#) | City & Borough of Juneau, AK

Location: 230 S. Franklin Street | 4th Floor Marine View Building

Office: 907.586.0753 x4131



Fostering excellence in development for this generation and the next.

From: [Theresa Ross](#)
To: [Jolene Murphy](#); [Jeffrey Hedges](#)
Subject: RE: USE25-09: Echo Ranch Bible Camp Expansion
Date: Tuesday, June 3, 2025 2:05:57 PM

There are no concerns from fire at this time. Just an FYI this is outside of our service area. They still need smoke detectors in sleeping rooms etc. but that will be under the review portion.



THERESA ROSS
Fire Marshal
Capital City Fire Rescue
820 Glacier Avenue, Juneau AK 99801
907-586-5322 ext. 4323

From: Jolene Murphy <Jolene.Murphy@juneau.gov>
Sent: Tuesday, June 3, 2025 1:44 PM
To: Theresa Ross <Theresa.Ross@juneau.gov>; Jeffrey Hedges <Jeffrey.Hedges@juneau.gov>
Subject: USE25-09: Echo Ranch Bible Camp Expansion

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Thank you!

Jolene Murphy | Planner I

[Community Development Department](#) | City & Borough of Juneau, AK
Location: 230 S. Franklin Street | 4th Floor Marine View Building
Office: 907.586.0753 x4131



Fostering excellence in development for this generation and the next.

From: [Bridget LaPenter](#)
To: [Jolene Murphy](#); [Jeffrey Hedges](#); [Theresa Ross](#)
Subject: RE: USE25-09: Echo Ranch Bible Camp Additional Facilities
Date: Thursday, May 29, 2025 9:53:55 AM

I don't have any issues specific to the USE of this property. However, I'd like to make sure they have an engineer's letter indicating they have reviewed and acknowledge an increased number of users of the septic system.

Bridget LaPenter, P.E. | Chief GE Engineer
General Engineering Department | City & Borough of Juneau, AK
Location: 230 S. Franklin Street, 4th Floor Marine View Building
Office: 907.586.0800 ext. 4187 Cell: 907.500.4170

From: Jolene Murphy <Jolene.Murphy@juneau.gov>
Sent: Wednesday, May 28, 2025 8:14 AM
To: Jeffrey Hedges <Jeffrey.Hedges@juneau.gov>; Theresa Ross <Theresa.Ross@juneau.gov>;
Bridget LaPenter <Bridget.LaPenter@juneau.gov>
Subject: USE25-09: Echo Ranch Bible Camp Additional Facilities

Good morning,

We recently received a USE application to permit additional staff and camper cabins at Echo Ranch Bible Camp. Two staff cabins are currently under review (BLD24-240 & BLD24-242). In order to pursue any future development, a new USE Permit is required. Their application is attached to this email.

If you have any questions or concerns, please reach out to me by June 6th.

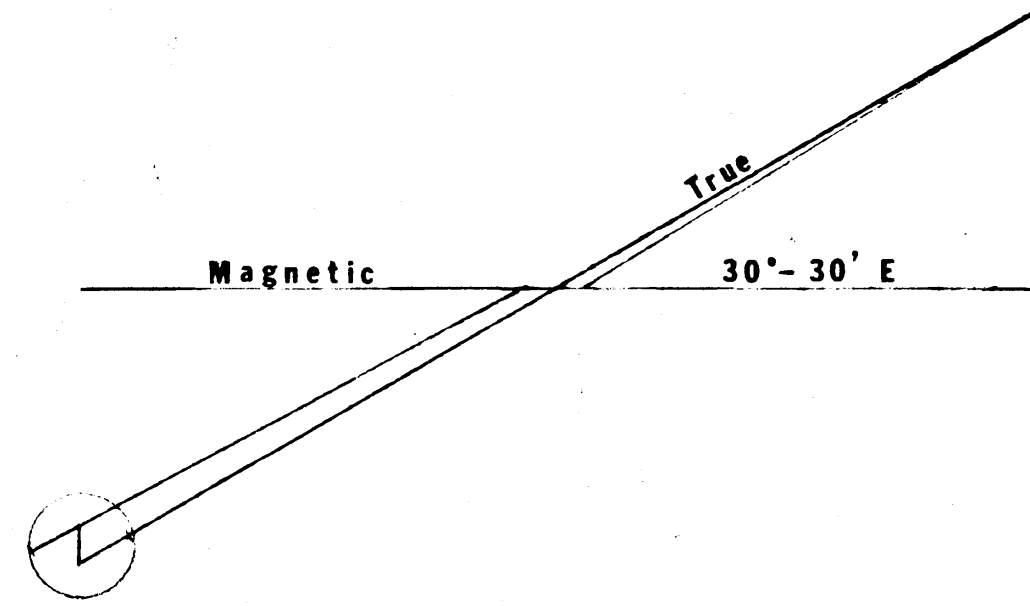
Thank you!

Jolene Murphy | Planner I

[Community Development Department](#) | City & Borough of Juneau, AK
Location: 230 S. Franklin Street | 4th Floor Marine View Building
Office: 907.586.0753 x4131



Fostering excellence in development for this generation and the next.



Limits of B.L.M. Homestead
Survey No. 253

COWEE CR.

Mc Murchie

Mc Murchie

KEY
B.C. Brass Cap
(f) found this survey
2 corner set
G.M.U. Gospel Missionary Union

G. M. U. LAND		
LINE	BEARING	DISTANCE (FT.)
1-2	N30°-30'E	754.00
2-13	N59°-21'-37"W	1,088.84
13-10	S48°-55'W	75.00
10-11	S39°-46'W	435.73
11-12	S9°-32'E	55.00
12-7	S59°-36'-22"E	802.15
7-6	S30°-30"W	93.89
6-5	S1°-28'-33"E	109.77
5-1	N80°-23'E	230.00

Scale 1" = 100'

G.M.U.

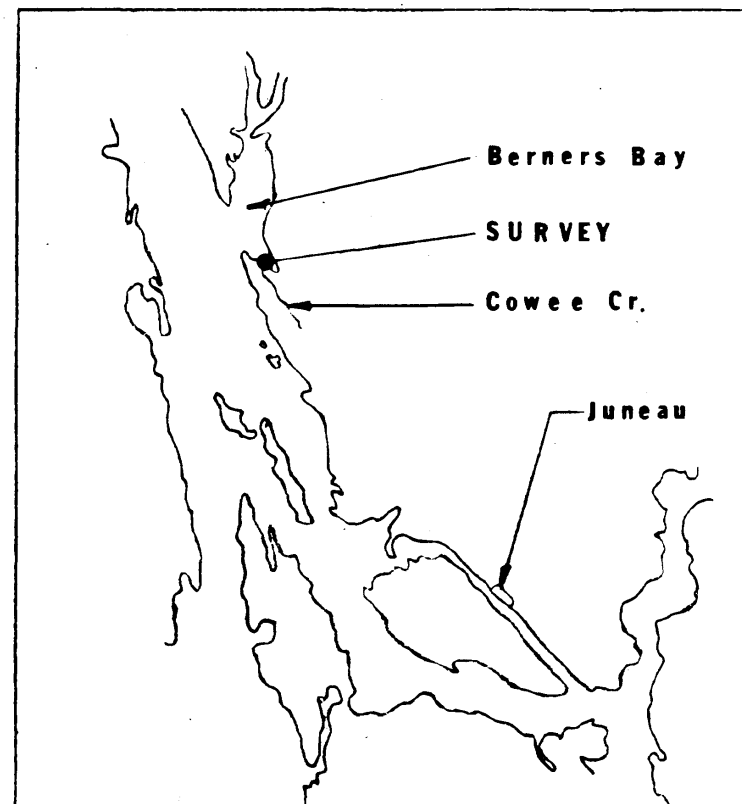
G.M.U.

60' Private Easement

BERNERS BAY

CERTIFICATE OF REGISTERED ENGINEER
I hereby certify I am a registered professional civil engineer, and that this plat represents the survey made by me or under my direct supervision, and that all dimensions and other details are correct to the best of my knowledge.
APRIL 15 1968
Date
George W. Davidson
George W. Davidson P.E.

NORTH PORTION		
LINE	BEARING	DISTANCE (FT.)
7-8	N30°-30'E	480.00
8-9	N59°-21'-37"W	761.66
9-10	S48°-55'W	11.81
10-11	S39°-46'W	435.73
11-12	S9°-32'E	55.00
12-7	S59°-36'-22"E	802.15
SOUTH PORTION		
1-2	N30°-30'E	754.00
2-3	N59°-21'-37"W	285.00
3-4	S30°-30'W	730.00
4-5	S1°-28'-33'E	196.47
5-1	N80°-23'E	230.00
PRIVATE EASEMENT		
9-13	N48°-55'E	63.19
13-3	S59°-21'-37"E	803.84
3-4	S30°-30'W	730.00
4-6	N1°-28'-33"W	113.30
6-8	N30°-30'E	571.89
8-9	N59°-21'-37"W	761.66



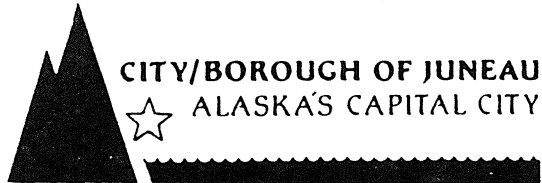
ECHO RANCH
SUBDIVISION

Fraction B.L.M. Homestead Survey No. 253

GEORGE W. DAVIDSON P.E.

JUNEAU 4-15-68 ALASKA

ECHO Ranch Subdiv



**PLANNING COMMISSION
NOTICE OF DECISION**

May 29, 1991

Echo Ranch Bible Camp
P.O. Box 210608
Juneau, Alaska 99821

Application For: Conditional Use Permit

File Number: CU-16-91

Date Submitted: May 7, 1991

Parcel Number: 3-B45-0-100-004-1

Parcel Description: U.S. Survey 2925

The Planning Commission at their May 28, 1991, regular public meeting approved your conditional use permit application. The permit allows the construction of a building for campground staff housing and office use. The permit is subject to the following condition:

1. The applicant shall apply for and obtain a building permit for the proposed residential structure.

Effective Date: May 18, 1991

Expiration Date: November 28, 1992, if a building permit for the approved project has not been obtained.

Project Planner:

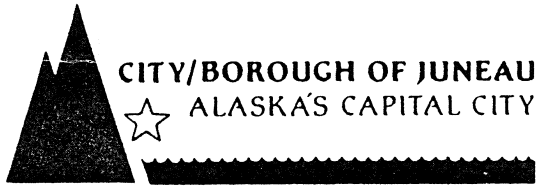

David Goade, Planner II

RECEIVED BY CITY CLERK


6-11-91

cc: Debra J. Purves, CBJ

155 South Seward Street, Juneau, Alaska 99801



**PLANNING COMMISSION
NOTICE OF DECISION**

May 29, 1991

Echo Ranch Bible Camp
P.O. Box 210608
Juneau, Alaska 99821

Application For: Conditional Use Permit

File Number: CU-16-91

Date Submitted: May 7, 1991

Parcel Number: 3-B45-0-100-004-1

Parcel Description: U.S. Survey 2925

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Effective Date: May 18, 1991

Expiration Date: November 28, 1992, if a building permit for the approved project has not been obtained.

Project Planner:


David Goade, Planner II

RECEIVED BY CITY CLERK



6-11-91

cc: Debra J. Purves, CBJ

155 South Seward Street, Juneau, Alaska 99801

MEMORANDUM

CITY/BOROUGH OF JUNEAU
155 South Seward Street, Juneau, Alaska 99801

TO: Planning Commission

FROM: 
David Goade, Planner II
Community Development

SUBJECT: Church campground expansion.

DATE: May 22, 1991

FILE: CU-16-91

GENERAL INFORMATION

Applicant: Echo Ranch Bible Camp

Property Owner: Echo Ranch Bible Camp

Requested Action: Conditional Use Permit

Purpose: To construct an additional building for campground staff housing and office use.

Location: Echo Cove

Site Size: 155 Acres

Access: Private driveway from terminus of Glacier Highway.

Legal Description: U.S. Survey 2925

Parcel Code Number: 3-B45-0-100-004-1

Zoning Designation: RR, Rural Reserve

Existing Land Use: Campground

Surrounding Land Use: North - Berners Bay
South - Undeveloped
East - Echo Cove
West - Point Bridget State Park

Utilities: On-site.



PROJECT DESCRIPTION

The Echo Ranch Bible Camp is proposing to construct a two-story, 3,280 square foot building for campground staff housing and office. It is to provide housing accommodations for two, full-time missionary staff couples, a campground office, and storage rooms.

BACKGROUND

Campgrounds and resorts are allowed in the RR, Rural Reserve zoning district under the conditional use permit procedure.

The existing bible camp activity does not possess a conditional use permit but is, however, grandfathered and legal. The present request for additional camp staff housing is considered a significant expansion to the campground operation.

ANALYSIS

Staff analysis indicates no negative impacts due to the proposed housing expansion. Furthermore, no conditions of approval are necessary other than that the applicant apply for and obtain a building permit for the new building.

FINDINGS

The Director of Community Development shall make findings on an application for a conditional use permit. The Planning Commission shall review and adopt the findings unless it finds by a preponderance of the evidence that the findings are in error. The director's findings are:

1. Is the requested permit proper according to the Table of Permissible Uses?

Yes. The requested permit is proper according to the Table of Permissible Uses at section 23.200.

2. Is the application complete?

Yes. The applicant submitted sufficient information for staff review and recommendation.

3. Does the proposed development follow the other requirements of the CBJ land use code?

Yes. The proposed development follows the other requirements of the CBJ land use code.

4. Will the proposed development materially endanger the public health or safety?

No. No evidence found to indicate that the proposed development will materially endanger the public health or safety.

5. Will the proposed project substantially decrease the value of or be out of harmony with property in the neighboring area?

No. No evidence found to indicate that the proposed project will substantially decrease the value of or be out of harmony with property in the neighboring area.

6. Will the proposed project be in general conformity with the land use plan, thoroughfare plan, or other officially adopted plans?

Yes. The proposed project is in general conformity with the land use plan, thoroughfare plan, or other officially adopted plans.

The Planning Commission may, regardless of the above findings, conditionally approve or deny the permit. The commission's own independent review of information submitted at the public hearing provides the basis for the decision. The decision needs supportive findings based on the following factors.

1. Will the proposed project materially endanger the public health or safety?

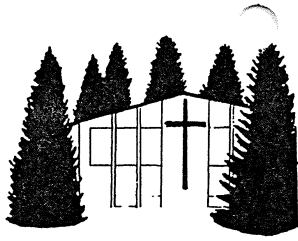
2. Will the proposed project substantially decrease the value of or be out of harmony with property in the neighboring area?

3. Will the proposed project not be in general conformity with the land use plan, thoroughfare plan, or other officially adopted plans?

STAFF RECOMMENDATION

Staff recommends that the Planning Commission adopt the above findings and grant the requested conditional use permit. The following conditions are included.

1. The applicant shall apply for and obtain a building permit for the proposed residential structure.



Echo Ranch Bible Camp

BOX 210608

AUKE BAY, ALASKA 99821

(907) 789-9483

Department of Community Development

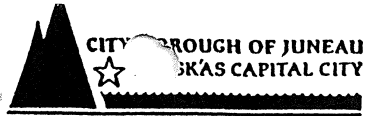
The F.E.C. Board of Gospel Missionary Union, Southeast Alaska has approved the construction of a staff house and office on their 155 acres site located at Berners Bay, Echo Cove area. The house will be used for two full time missionary staff couples and a camp office plus storage rooms. It is primarily a sleeping facility since all staff eat at the dining hall.

The house will be located in an open area approximately 650 feet south of the existing ranch house and approximately 125 feet north from two existing cabins. The house will be a two story house 60' X 28'.

*Submitted by
Dean Miller
Director*

CONDITIONAL USE PERM. APPLICATION

City and Borough of Juneau
Community Development Dept.
155 South Seward Street
Juneau, Alaska 99801
(907) 586-5235



Date: CU-16-91
File #: _____
Filing Fee: _____

1. THIS APPLICATION IS A MODIFICATION OF AN EXISTING CONDITIONAL USE PERMIT:

Yes _____ No X

2. APPLICANT INFORMATION:

Name(s) Echo Ranch Bible Camp
Mailing Address Box 210608
City, State, Zip Code Juneau, Alaska 99821
Home Telephone 789-9463 Day Telephone 789-9463-029-4864
Signature(s) Kean G. Miller Date 5-7-91

X 3. LANDOWNER INFORMATION:

COMPLETE this section only if the applicant is NOT the landowner.

I (We), _____ the owner(s)
of the following described property do hereby acknowledge that the
application by _____ for the
development of said property is made with my (our) complete
understanding and permission.

Landowner Signature(s) _____ Date _____

Mailing Address _____ Telephone _____

4. SUBJECT PROPERTY INFORMATION:

A. Zoning Designation: -RR

B. Legal Description: APN - 3-B45-0-100-004-1

Lot(s) _____ Subdivision _____
Block/Tract _____ U.S. Survey 2225

C. Site Dimensions:

Width _____ Depth _____ Total Area ±16 ACRES

DEVELOPED
AREA

5. PROJECT INFORMATION:

A. Use of Subject Property:

Existing: Youth Camp
Proposed: Staff House

B. Use of Existing Structures: Cabins for youth and staff housing

C. Use of Proposed Structure: Staff Housing

D. Size of Proposed Structure:

Length 60' Width 28' Height 25' Square Feet 3280 total

*** (OVER) ***

E. Signage:

Existing: Style 250' FROM NORTH POINT OF PROPERTY Size 3' x 4'
Proposed: Style NO NEW SIGNS PROPOSED Size

F. Lighting:

Existing: Style GENERATORS GIVES OFF 9:30 P.M.O.C. Size
Proposed: Style Size

G. Number of Parking Spaces:

Existing: access by foot from main road or
Proposed: by landing craft. we only have

H. Utilities:

two to three trucks on property at a time

Existing:	Water:	On Site	<u>X</u>	Public	<u> </u>	NA	<u> </u>
	Sewer:	On Site	<u> </u>	Public	<u> </u>	NA	<u> </u>
Proposed:	Water:	On Site	<u> </u>	Public	<u> </u>	NA	<u> </u>
	Sewer:	On Site	<u>X</u>	Public	<u> </u>	NA	<u> </u>

SEPTIC TANK
LEACH FIELD

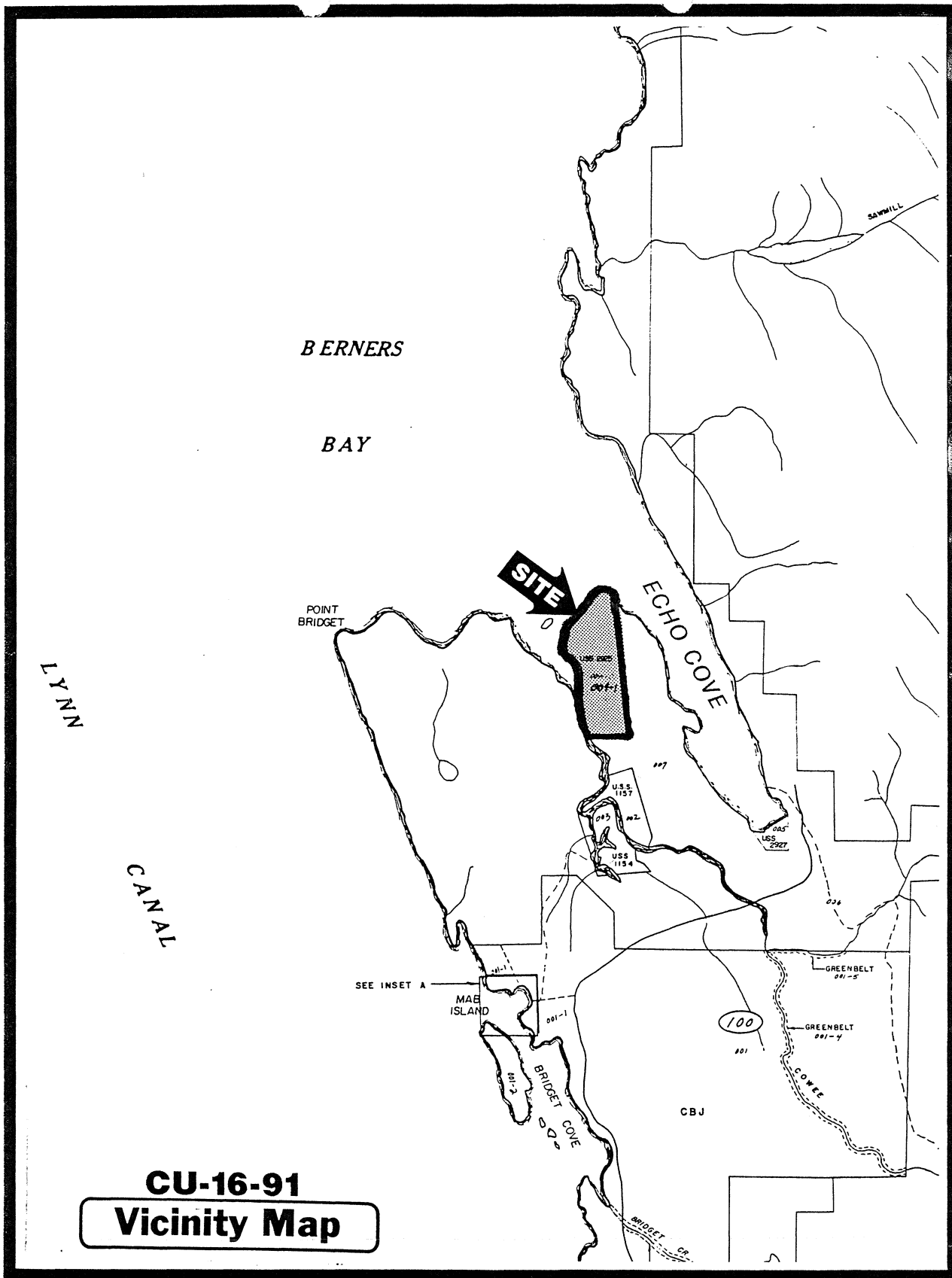
ADDITIONAL INFORMATION:

Each application for a Conditional Use Permit is reviewed by the Planning Commission at a public hearing. The permit procedure is intended to provide the commission the flexibility necessary to make decisions tailored to individual applications. The commission may stipulate conditions to mitigate external adverse impacts from the proposed use. If it is determined that these impacts cannot be satisfactorily overcome, the permit shall be denied.

The following items are required for an application:

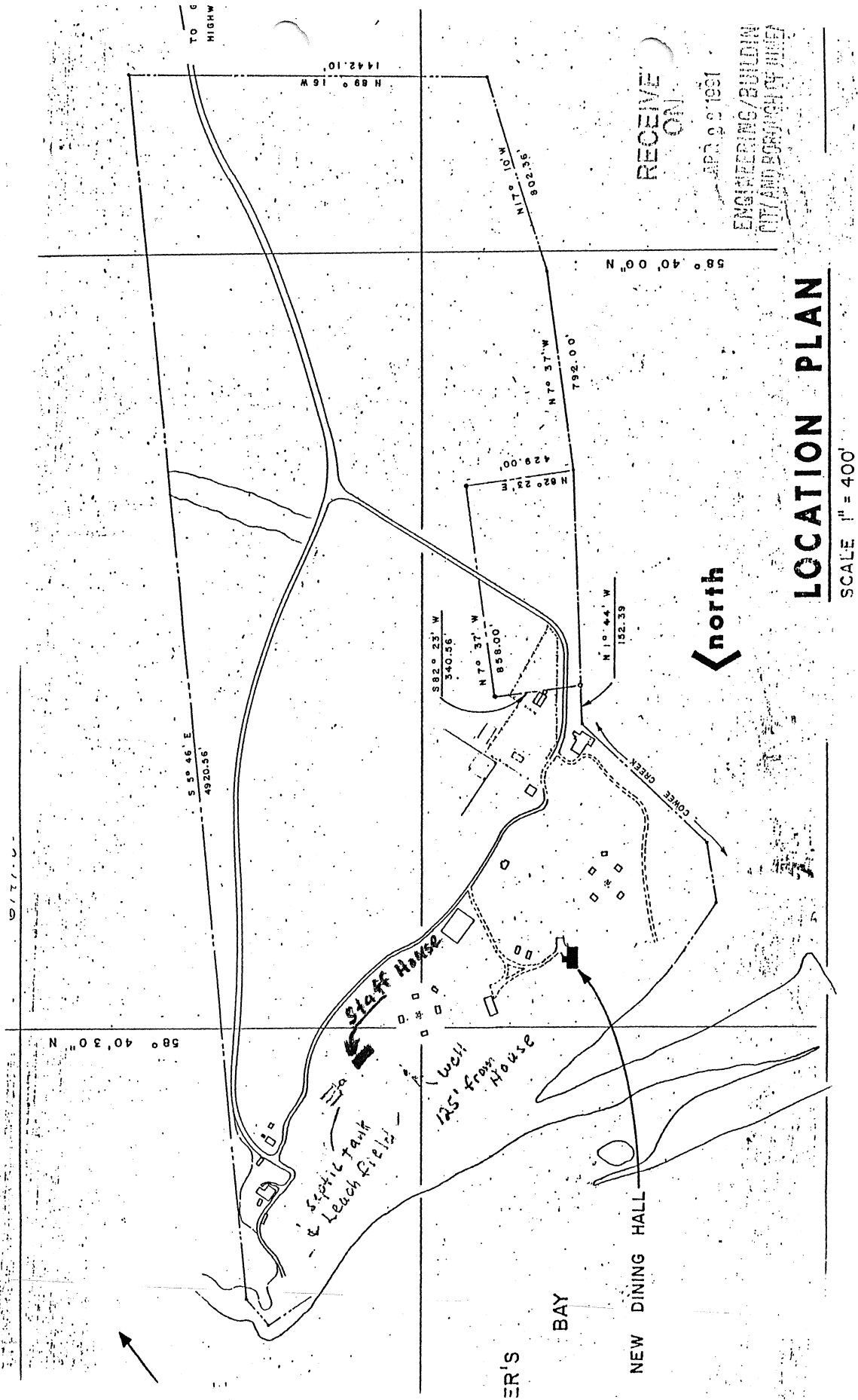
1. PRE-APPLICATION CONFERENCE. Prior to application submission, the applicant shall meet with Community Development Department staff to discuss the proposed development activity and the Conditional Use Permit procedure. Please call for an appointment.
2. A completed application form including payment of fee.
3. A letter describing the project for which you are seeking a permit.
4. Fifteen (15) copies of a site plan drawn to scale on 24" x 36" paper and providing the following information: (Number and size of site plan copies may be changed if approved by department staff.)
 - A. Existing and proposed structures.
 - B. Existing and proposed parking areas, including dimensions of the spaces.
 - C. Proposed traffic circulation within the site including access/egress points and traffic control devices.
 - D. Existing and proposed signage and lighting, including the placement on buildings, dimensions, materials, color, and style.
 - E. Existing and proposed landscaping, including species identification, size, planting locations, and a cross section for installation.
5. The architectural design, including building elevations, of proposed structures shall be shown.
6. A sign for public notice shall be placed on the site describing the development proposal and other pertinent information. The applicant must confer with department staff for details of sign posting.

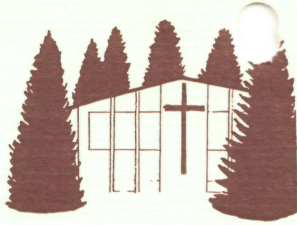
PLEASE NOTE: Incomplete applications, including nonpayment of fee, will not be scheduled for Planning Commission action.



CU-16-91
Vicinity Map

Real Estate Graphics, Inc. ©COPYRIGHT 1978





Echo Ranch Bible Camp

BOX 210608

AUKE BAY, ALASKA 99821

(907) 789-9483

Department of Community Development

The F.E.C. Board of Gospel Missionary Union, Southeast Alaska has approved the construction of a staff house and office on their 155 acres site located at Berners Bay, Echo Cove area. The house will be used for two full time missionary staff couples and a camp office plus storage rooms. It is primarily a sleeping facility since all staff eat at the dining hall.

The house will be located in an open area approximately 650 feet south of the existing ranch house and approximately 125 feet north from two existing cabins. The house will be a two story house 60' X 28'.

*Submitted by
Alan Miller
Director*

MEMORANDUM

CITY/BOROUGH OF JUNEAU
155 South Seward Street, Juneau, Alaska 99801

TO: Planning Commission

DATE: May 22, 1991

FROM:

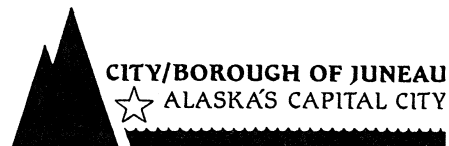
David Goade
David Goade, Planner II
Community Development

FILE: CU-16-91

SUBJECT: Church campground expansion.

GENERAL INFORMATION

Applicant:	Echo Ranch Bible Camp
Property Owner:	Echo Ranch Bible Camp
Requested Action:	Conditional Use Permit
Purpose:	To construct an additional building for campground staff housing and office use.
Location:	Echo Cove
Site Size:	155 Acres
Access:	Private driveway from terminus of Glacier Highway.
Legal Description:	U.S. Survey 2925
Parcel Code Number:	3-B45-0-100-004-1
Zoning Designation:	RR, Rural Reserve
Existing Land Use:	Campground
Surrounding Land Use:	North - Berners Bay South - Undeveloped East - Echo Cove West - Point Bridget State Park
Utilities:	On-site.



4. Will the proposed development materially endanger the public health or safety?

No. No evidence found to indicate that the proposed development will materially endanger the public health or safety.

5. Will the proposed project substantially decrease the value of or be out of harmony with property in the neighboring area?

No. No evidence found to indicate that the proposed project will substantially decrease the value of or be out of harmony with property in the neighboring area.

6. Will the proposed project be in general conformity with the land use plan, thoroughfare plan, or other officially adopted plans?

Yes. The proposed project is in general conformity with the land use plan, thoroughfare plan, or other officially adopted plans.

The Planning Commission may, regardless of the above findings, conditionally approve or deny the permit. The commission's own independent review of information submitted at the public hearing provides the basis for the decision. The decision needs supportive findings based on the following factors.

1. Will the proposed project materially endanger the public health or safety?

2. Will the proposed project substantially decrease the value of or be out of harmony with property in the neighboring area?

3. Will the proposed project not be in general conformity with the land use plan, thoroughfare plan, or other officially adopted plans?

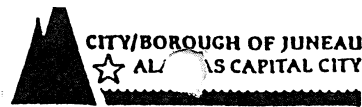
STAFF RECOMMENDATION

Staff recommends that the Planning Commission adopt the above findings and grant the requested conditional use permit. The following conditions are included.

1. The applicant shall apply for and obtain a building permit for the proposed residential structure.

CONDITIONAL USE PERMIT APPLICATION

City and Borough of Juneau
Community Development Dept.
155 South Seward Street
Juneau, Alaska 99801
(907) 586-5235



Date: CU-16-91
File #: _____
Filing Fee: _____

1. THIS APPLICATION IS A MODIFICATION OF AN EXISTING CONDITIONAL USE PERMIT: Yes _____ No X

2. APPLICANT INFORMATION:

Name(s) Echo Ranch Bible Camp
Mailing Address Box 210608
City, State, Zip Code Juneau, Alaska 99821
Home Telephone 789-9463 Day Telephone 789-9463-029-4864
Signature(s) Kean R. Miller Date 5-7-91

X 3. LANDOWNER INFORMATION:

COMPLETE this section only if the applicant is NOT the landowner.

I (We), _____ the owner(s) of the following described property do hereby acknowledge that the application by _____ for the development of said property is made with my (our) complete understanding and permission.

Landowner Signature(s) _____ Date _____

Mailing Address _____ Telephone _____

4. SUBJECT PROPERTY INFORMATION:

A. Zoning Designation: RR

B. Legal Description: APN - 3-B45-0-100-004-1

Lot(s) _____ Subdivision _____
Block/Tract _____ U.S. Survey 2225

C. Site Dimensions:

Width _____ Depth _____ Total Area ±16 ACRES
DEVELOPED AREA

5. PROJECT INFORMATION:

A. Use of Subject Property:

Existing: Youth Camp
Proposed: staff house

B. Use of Existing Structures: Cabins for youth and staff housing

C. Use of Proposed Structure: staff housing

D. Size of Proposed Structure:

Length 60' Width 28' Height 25' Square Feet 3280 total

*** (OVER) ***



CITY/BOROUGH OF JUNEAU
★ ALASKA'S CAPITAL CITY

PLANNING COMMISSION
NOTICE OF DECISION

Date: May 10, 1993

File No.: CU-08-93

Echo Ranch Bible Camp
Dean Diller
P O Box 210608
Auke Bay, Alaska 99821

Application For: Conditional Use

Legal Description: U.S. Survey 2925, Lot 1

Hearing Date: April 27, 1993

The Planning Commission, at its April 27, 1993, regular public meeting, approved your conditional use application to construct a cabin for overnight camper use, subject to the following condition:

1. The applicant shall apply for and obtain a building permit for the proposed structure.

Effective Date: June 1, 1993

Expiration Date: December 1, 1994, unless a building permit has been issued and substantial construction progress pursuant thereto is made.

Project Planner:

Cristi Herren

Cristi Herren
Planner

RECEIVED BY CITY CLERK

Patsy An Riley

5-10-93

cc: Debra J. Purves

155 South Seward Street, Juneau, Alaska 99801

MINUTES

PLANNING AND ZONING COMMISSION CITY AND BOROUGH OF JUNEAU, ALASKA Regular Meeting

April 27, 1993

The regular meeting of the Planning and Zoning Commission, held in the City and Borough of Juneau Assembly Chambers, was called to order at 7:39 p.m. by Vice Chair Tom Lawson.

I. ROLL CALL

Commissioners Present: Anderson, Bolton, Dybdahl, Hagevig, Kibby,
Lawson, Williams

Commissioners Absent: Eaddy, Sheinberg

A quorum was present.

Staff Present: Murray Walsh, Planning Director; Cheryl Easterwood,
Mine Permit Coordinator; Tom Korosei, Planner; Gary
Gillette, Planner; Scott Williams, Planner; Debra Purves,
Planner; Tim Maguire, Planner; John Hartle, CBJ
Assistant Attorney

II. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

No items.

III. CONSIDERATION OF NEW BUSINESS

Consent Agenda

1. **CU-08-93**
A REVIEW OF A REQUEST FOR A CONDITIONAL USE
PERMIT TO ALLOW CONSTRUCTION OF AN
ADDITIONAL BUILDING FOR OVERNIGHT CAMPER USE
AT THE ECHO RANCH BIBLE CAMP LOCATED AT ECHO
COVE.
APPLICANT: ECHO RANCH BIBLE CAMP

PLANNING AND ZONING COMMISSION

*April 27, 1993
Page 1*

MEMORANDUM

CITY/BOROUGH OF JUNEAU
155 South Seward Street, Juneau, Alaska 99801

DATE: April 22, 1993
TO: Planning Commission
FROM: Cristi Herren, Planner
Community Development
FILE NO.: CU-08-93

Cristi Herren

PROPOSAL: A request for a conditional use permit to allow construction of an additional building for overnight camper use at the Echo Ranch Bible Camp located at Echo Cove.

GENERAL INFORMATION

Applicant: Dean Diller/ Echo Ranch Bible Camp
Property Owner: Gospel Missionary Union
Property Address: Echo Cove
Legal Description: U.S. Survey 2925, Lot 1
Parcel Code No.: 3-B45-0-100-004-1
Site Size: 155 Acres
Zoning: RR, Rural Reserve
Utilities: On-site
Access: Private driveway from terminus of Glacier Highway.
Existing Land Use: Campground
Surrounding Land Use: North - Berners Bay
South - Undeveloped
East - Echo Cove
West - Point Bridget State Park



BACKGROUND

Campgrounds and resorts are allowed in the RR, Rural Reserve zoning district under the conditional use permit procedure.

The existing bible camp activity does not possess a conditional use permit but is a grandfathered and legal use. The present request for an additional building for camper use is an expansion of camp facilities and does require Commission review.

ANALYSIS

Staff analysis indicates no negative impacts due to the proposed expansion of facilities for campers. The cabin design will be the same as existing cabins. No conditions of approval are necessary other than that the applicant apply for and obtain a building permit for the new building.

The new cabin will be placed near a cluster of existing cabins used for overnight campers. The applicant has stated that the cabin will be located approximately 150 feet back from the coastline at an elevation of 35 feet. From that description staff has concluded that the cabin will not be located within the coastal flood zone.

FINDINGS

The Director of Community Development shall make findings on an application for a conditional use permit. The Planning Commission shall review and adopt the findings unless it finds by a preponderance of the evidence that the findings are in error. The director's findings are:

1. Is the requested permit proper according to the Table of Permissible Uses?

Yes. The requested permit is proper according to the Table of Permissible Uses at section 23.200.

2. Is the application complete?

Yes. The applicant submitted sufficient information for staff review and recommendation.

3. Does the proposed development follow the other requirements of the CBJ land use code?

Yes. The proposed development follows the other requirements of the CBJ land use code.

4. Will the proposed development materially endanger the public health or safety?

No. No evidence was found to indicate that the proposed development will materially endanger the public health or safety.

5. Will the proposed project substantially decrease the value of or be out of harmony with property in the neighboring area?

No. No evidence was found to indicate that the proposed project will substantially decrease the value of or be out of harmony with property in the neighboring area.

6. Will the proposed project be in general conformity with the land use plan, thoroughfare plan, or other officially adopted plans?

Yes. The proposed project is in general conformity with the land use plan, thoroughfare plan, or other officially adopted plans.

The Planning Commission may, regardless of the above findings, conditionally approve or deny the permit. The Commission's own independent review of information submitted at the public hearing provides the basis for the decision. The decision needs supportive findings based on the following factors.

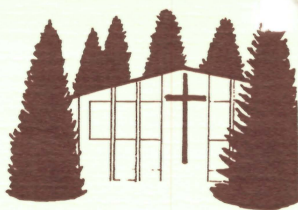
- 1. Will the proposed project materially endanger the public health or safety?**
- 2. Will the proposed project substantially decrease the value of or be out of harmony with property in the neighboring area?**
- 3. Will the proposed project not be in general conformity with the land use plan, thoroughfare plan, or other officially adopted plans?**

Planning Commission
File No.: CU-08-93
Page 4

STAFF RECOMMENDATION

Staff recommends that the Planning Commission adopt the above findings and grant the requested conditional use permit subject to the following condition:

1. The applicant shall apply for and obtain a building permit for the proposed structure.



Echo Ranch Bible Camp

BOX 210608 AUKE BAY, ALASKA 99821 (907) 789-9463

March 23, 1993

City / Borough of Juneau

In order to keep our counselor to camper ratio at 8 - 1, we need to build another boys cabin. The cabin will be the same design as the ones built over the last 15 years. We want it to look the same, as to not change the decor of our camp.

It will also be used for retreat groups and school groups that use Echo Ranch each year.

Thank you for your consideration.

Sincerely,

Dean Diller

Dean Diller
Director



CITY/BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY

PLANNING COMMISSION
NOTICE OF DECISION

Date: April 12, 2006

File No.: USE2006-00017

Echo Ranch Bible Camp
Attn: Reed Van Sickle
P.O. Box 210608
Auke Bay, AK 99824

Application For: A Conditional Use permit for a 12,000 sf dining hall, office, and medical clinic at Echo Ranch Bible Camp.

Legal Description: USS 2925 LT 1

Parcel Code No.: 3-B45-0-100-004-1

Hearing Date: April 11, 2006

The Planning Commission, at its regular public meeting, adopted the analysis and findings listed in the attached memorandum dated April 4, 2006, and approved the new Echo Ranch Lodge to be conducted as described in the project description and project drawing submitted with the application.

Attachments: April 4, 2006, memorandum from Matthew Halitsky, Community Development, to the CBJ Planning Commission regarding USE2006-00017.

This Notice of Decision constitutes a final decision of the CBJ Planning Commission. Appeals must be brought to the CBJ Assembly in accordance with CBJ §01.50.030. Appeals must be filed by 4:30 P.M. on the day twenty days from the date the decision is filed with the City Clerk, pursuant to CBJ §01.50.030 (c). Any action by the applicant in reliance on the decision of the Planning Commission shall be at the risk that the decision may be reversed on appeal (CBJ Sec. 49.20.120).

Effective Date: The permit is effective upon approval by the Commission, April 11, 2006.

Expiration Date: The permit will expire 18 months after the effective date, or October 11, 2007, if no Building Permit has been issued and substantial construction progress has not been made in accordance with the plans for which the development permit was authorized. Application for permit extension must be submitted thirty days prior to the expiration date.

Project Planner: Matthew A. Halitsky
Matthew Halitsky, Planner

J. Mark Pusich
J. Mark Pusich, Chairman
Planning Commission

Filed With City Clerk

Jamie J. Arin
4/17/06

cc: Plan Review

NOTE: The Americans with Disabilities Act (ADA) is a federal civil rights law that may affect this development project. ADA regulations have access requirements above and beyond CBJ - adopted regulations. Owners and designers are responsible for compliance with ADA. Contact an ADA - trained architect or other ADA trained personnel with questions about the ADA: Department of Justice (202) 272-5434, or fax (202) 272-5447, NW Disability Business Technical Center 1 (800) 949-4232, or fax (360) 438-3208.

155 So. Seward Street, Juneau, Alaska 99801-1397



Payment Receipt

RECEIPT NO: 22252

Wednesday, April 12, 2006

ECHO RANCH DINING HALL/OFFICE

Case # : USE2006-00017

Payee : **ECHO RANCH BIBLE CAMP**
PO BOX 210608
AUKE BAY, AK 99821

Parcel No: 3B4501000041

Case Number	Description	Account Number	Receipt Number	Visa Tran #	Date Paid	Amount Due	Amount Paid
USE2006-00017	14 Sign Deposit Return	110-00-1-33-05-000	22252	VCREDIT	4/12/2006	-100.00	-100.00
Total Paid:							-\$100.00

RECEIPT PREPARED BY:

Note: If your project involves a Plan Review or other CBJ Approval, you can check the status on the Internet at the following URL: <http://www.juneau.org/permits/> and click on Forms, Reports and Handouts then on Permit Lists/Reports under Land Use or Building Permits to see a list of active reviews.

Printed: April 12, 2006 10:15AM

FeeReceipt.rpt

MEMORANDUM

CITY/BOROUGH OF JUNEAU
155 South Seward Street, Juneau, Alaska 99801

DATE: April 4, 2006
TO: Planning Commission
FROM: Matthew Halitsky, Planner *m. Halitsky*
Community Development Department

FILE NO.: USE2006-00017 - Conditional Use

PROPOSAL: A Conditional Use permit for a new 12,000 square foot lodge, including space for a dining hall, offices, and health center at Echo Ranch Bible Camp.

GENERAL INFORMATION

Applicant: Reed Van Sickle, Echo Ranch Bible Camp
Property Owner: Gospel Missionary Union
Property Address: 4001 Glacier Highway
Legal Description: USS 2925 LT 1
Parcel Code Number: 3-B45-0-100-004-1
Site Size: 156 Acres
Zoning: RR, Rural Reserve
Utilities: On-site Water and Sewer
Access: Remote Access/Echo Cove
Existing Land Use: Bible Camp
Surrounding Land Use: North - Berners Bay
South - Point Bridgette State Park
East - Echo Cove
West - Point Bridgette State Park

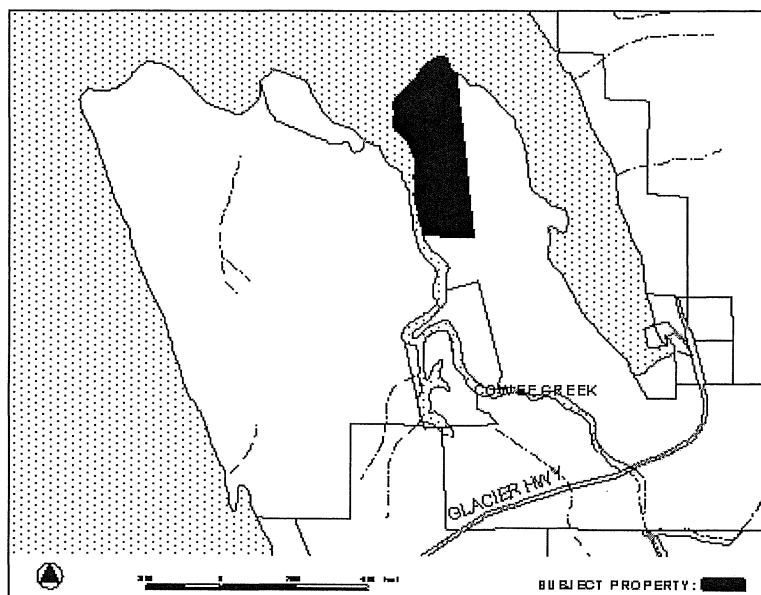


PROJECT DESCRIPTION & BACKGROUND

The applicant requests a Conditional Use permit for the addition of a 12,000 square foot lodge, to include a dining hall, office, and medical clinic at the Echo Ranch Bible Camp, located at Point Bridgette, north of Juneau. The new lodge will accommodate current guests, and an increase in the number of visitors to the camp is not expected as a result of the proposal. The existing dining hall and camp offices will be converted to an activity center and additional seasonal housing for staff.

Originally homesteaded by the McMurtrie family over 50 years ago, Echo Ranch became a children's camp, and later a Bible camp in the 1970s. A series of Conditional Use and building permits have been issued by the CBJ over the past 20 years for additions to the camp, including guest cabins and indoor recreational buildings.

Resorts and campgrounds are allowed, with Planning Commission approval, in the Rural Reserve Zone with a Conditional Use permit.



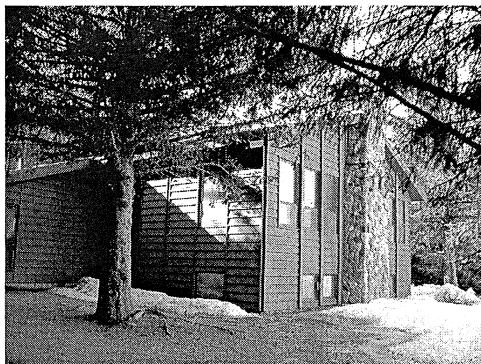
Echo Ranch Bible Camp

ANALYSIS

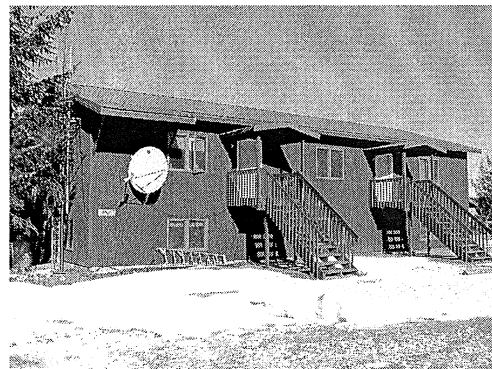
Project Site – Encompassing approximately 156 acres, Echo Ranch Bible Camp sits at the mouth of Echo Cove, on the south end of Berners Bay. Zoned Rural Reserve, the parcel is remote and not accessible by road. A collection of cabins for guests and staff, along with several ancillary buildings dot the camp. The approximate location of the new lodge is illustrated in Attachment A. As shown on the site plan and in the photo below, the building site lies adjacent to the airstrip, near the beach.



The proposed lodge will replace the existing dining hall, shown below left, as well as offices shown to the right. The existing dining hall will be converted to an activity center, while the offices will revert back to seasonal staff housing. Currently, there is only one year round caretaker family at the camp.



Existing Dining Hall



Offices and Staff Housing

Project Design – As shown in Attachment B, the proposed lodge at Echo Ranch is a two-story, wood frame structure with a metal roof. The main floor will contain a commercial kitchen, including a large food cooler, freezer, pantry, food prep area, and scullery. The dining room will seat approximately 250 people and will be used for camper/guest dining, meetings and events related to the ministry. The lower floor will consolidate multiple offices currently located throughout the camp. Included on this floor is a larger health station with a full time nurse, and two 1-bedroom staff apartments to be used seasonally.

The proposed lodge will enable Echo Ranch to better serve guests when the camp is at capacity. It will also allow for the consolidation of at least 5 other buildings into one location, freeing up space for additional staff housing.

Traffic – The Bible camp is located on a remote parcel on Point Bridgette near Echo Cove. Access to the site is via sea or air, or at low tide by hiking along the western shore of Echo Cove to the camp. As guests are not allowed to have automobiles at the camp, staff does not anticipate an increase in traffic as a result of this proposal.

Parking and Circulation – As Echo Ranch is located on a remote parcel and guests hike to the camp, the parking requirement does not apply. Vehicular access is prohibited except for the camp caretaker. Currently, church groups are bussed from Auke Bay where they load and unload patrons at the CBJ Docks & Harbors Boat Launch parking area. Other guests typically utilize this same area and hike to the camp, as well. Per Bob Clauder, the Auke Bay Operations Supervisor, this arrangement is acceptable at this time. However, if in the future Echo Ranch expands to accommodate more guests, a separate parking area will have to be developed or vehicular access to the camp provided to accommodate camp patrons.

Noise – There is no evidence to suggest that an increase in noise or other related nuisances will result from this proposal.

Public Health or Safety - Staff is unaware of any evidence to suggest that the proposed development would negatively impact public health or safety. In fact, with the addition of a medical clinic and full time nurse, public health and safety at the camp should increase.

Property Value or Neighborhood Harmony - The Bible camp is located on a remote parcel surrounded by Alaska State Park land. There is no evidence to suggest that the proposed development would significantly affect property values or be out of harmony with the existing uses of the surrounding area.

Conformity With Adopted Plans - Staff finds the proposed development conforms to the officially adopted plans of the CBJ. The Juneau Comprehensive Plan identifies this parcel as RD, or Resource Development, and a *New Growth Area*. Furthermore, the site is zoned Rural Reserve, where resorts and campgrounds are permitted, with a Conditional Use permit, under §49.25.300, the Table of Permissible Uses.

Juneau Coastal Management Program - The proposed development was reviewed for compliance with CBJ §49.70.900, the Juneau Coastal Management Program. Staff is unaware of any enforceable policies of the JCMP that apply to this proposal.

A review of U.S. Fish and Wildlife Service mapped bald eagle nests revealed that no active nests are located within 330' of the proposed development.

FINDINGS

CBJ §49.15.330 (e)(1), Review of Director's Determinations, states that the Planning Commission shall review the Director's report to consider:

1. Whether the application is complete; and,
2. Whether the proposed use is appropriate according to the Table of Permissible Uses;
3. Whether the development as proposed will comply with the other requirements of this chapter.

The Commission shall adopt the Director's determination on the three items above unless it finds, by a preponderance of the evidence, that the Director's determination was in error, and states its reasoning for each finding with particularity.

CBJ §49.15.330 (f), Commission Determinations, states that even if the Commission adopts the Director's determination, it may nonetheless deny or condition the permit if it concludes, based upon its own independent review of the information submitted at the public hearing, that the development will more probably than not:

1. Materially endanger the public health or safety;
2. Substantially decrease the value of or be out of harmony with property in the neighboring area; or,
3. Not be in general conformity with the comprehensive plan, thoroughfare plan, or other officially adopted plans.

Per CBJ §49.15.300 (e)(1)(A thru C), Review of Director's Determinations, the Director makes the following findings on the proposed development:

1. Is the application for the requested conditional use permit complete?

Yes. We find the application contains the information necessary to conduct full review of the proposed operations. The application submittal by the applicant, including the appropriate fees, substantially conforms to the requirements of CBJ Chapter 49.15.

2. Is the proposed use appropriate according to the Table of Permissible Uses?

Yes. The requested permit is appropriate according to the Table of Permissible Uses. The permit is listed at CBJ §49.25.300, Section 23.100 for the Rural Reserve zoning district.

3. Will the proposed development comply with the other requirements of this chapter?

Yes. The proposed development complies with the other requirements of this chapter.

Public notice of this project was provided in the March 31 and April 10, 2006 issues of the Juneau Empire's "Your Municipality" section, and a Notice of Public Hearing was mailed to all property owners within 500 feet of the subject parcel. Moreover, a Public Notice Sign was posted on the subject parcel, visible from the public Right of Way.

4. *Will the proposed development materially endanger the public health or safety?*

No. Based on the analysis above, no evidence is found to indicate that the proposed development will materially endanger the public health or safety.

5. *Will the proposed development substantially decrease the value of or be out of harmony with property in the neighboring area?*

No. Staff is unaware of any evidence indicating that the proposed development will substantially decrease the value of, or be out of harmony with, property in the neighboring area.

6. *Will the proposed development not be in general conformity with the land use plan, thoroughfare plan, or other officially adopted plans?*

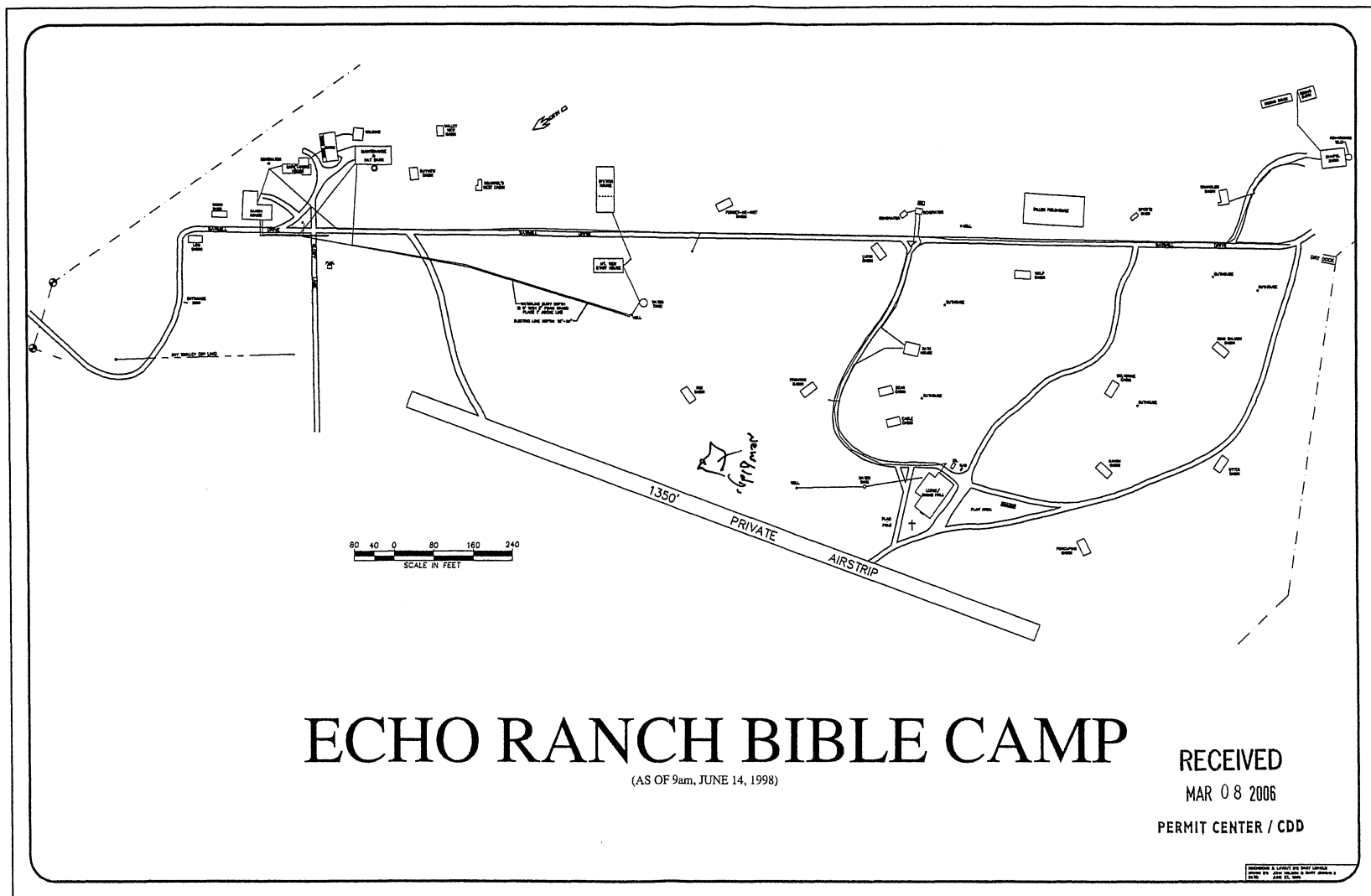
No. Based on staff's findings, it is found that the proposed development is in general conformity with the land use plan, thoroughfare plan, and other officially adopted plans of the City & Borough of Juneau.

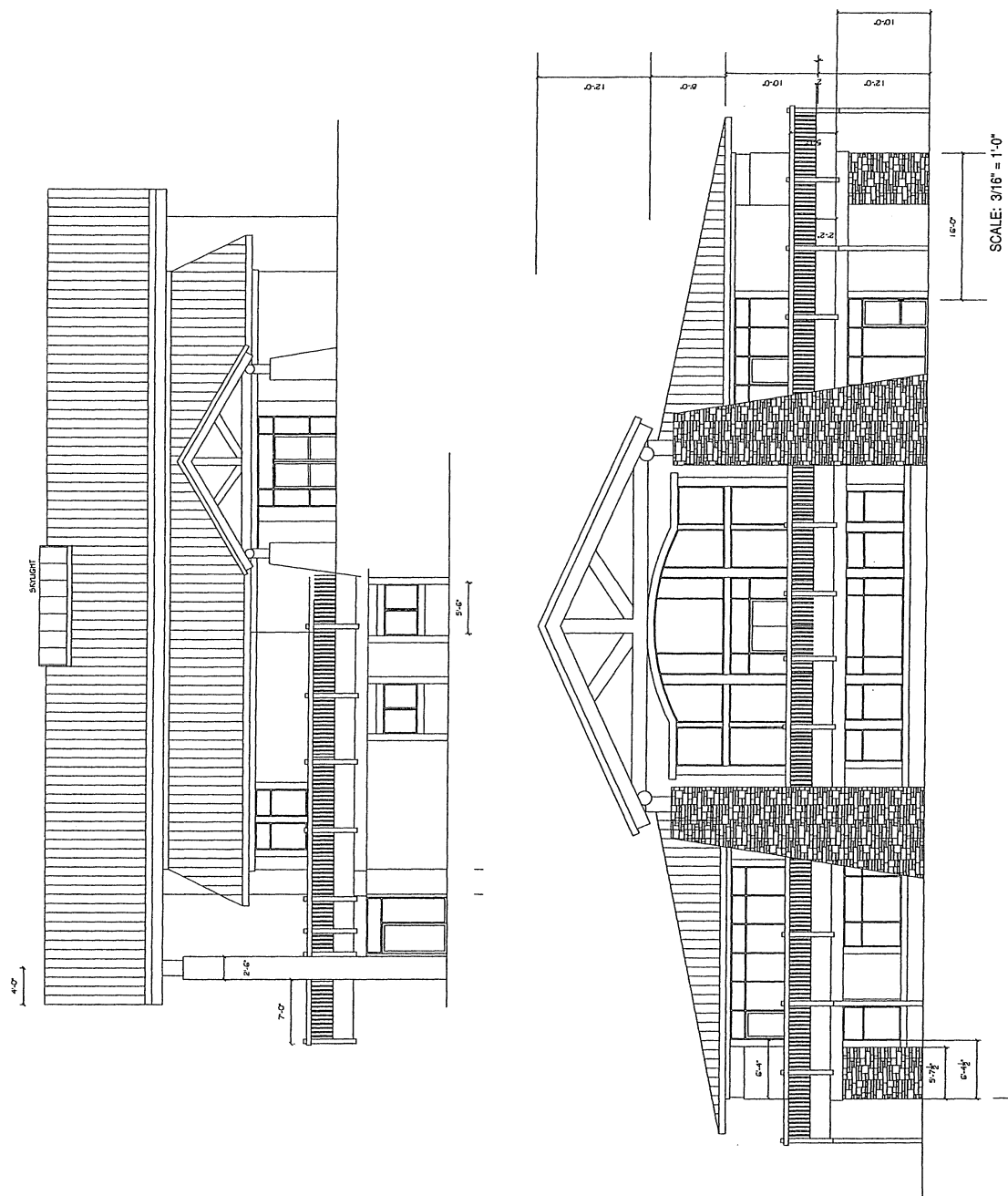
7. *Will the proposed development comply with the Juneau Coastal Management Program?*

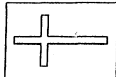
Not applicable. Staff is unaware of any enforceable policies of the JCMP that apply to this proposal.

RECOMMENDATION

It is recommended that the Planning Commission adopt the Director's analysis and findings and grant the requested Conditional Use permit. The permit would allow the development of a new lodge at the Echo Ranch Bible Camp to be used as a dining hall, offices, medical clinic, and staff housing.





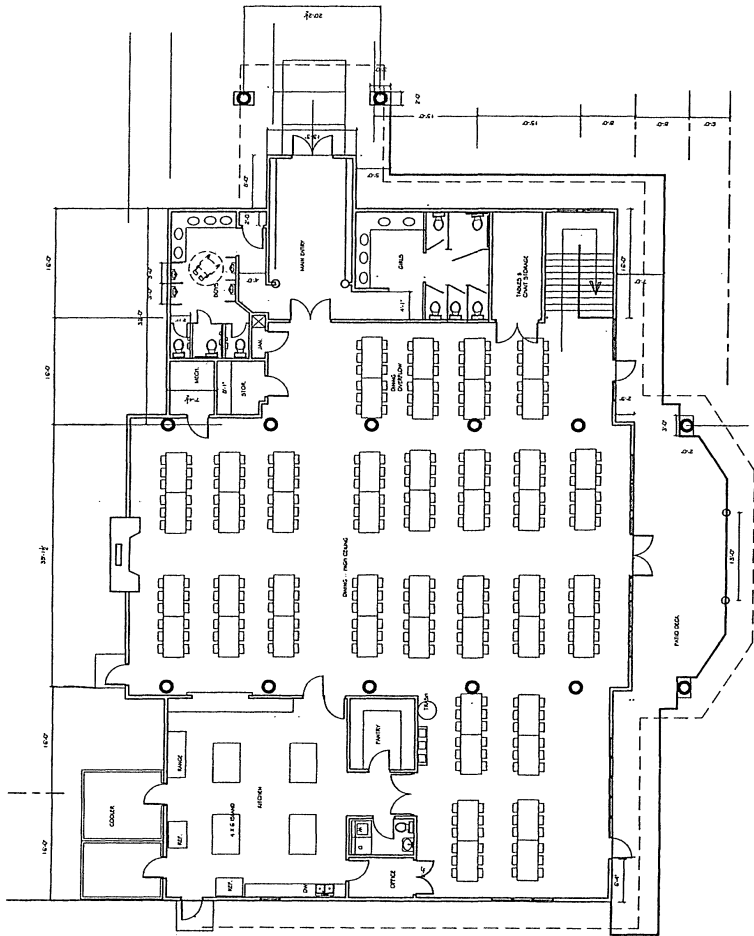


ALASKA

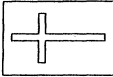
DATE
2/12/2006

SHEET

A1
OF



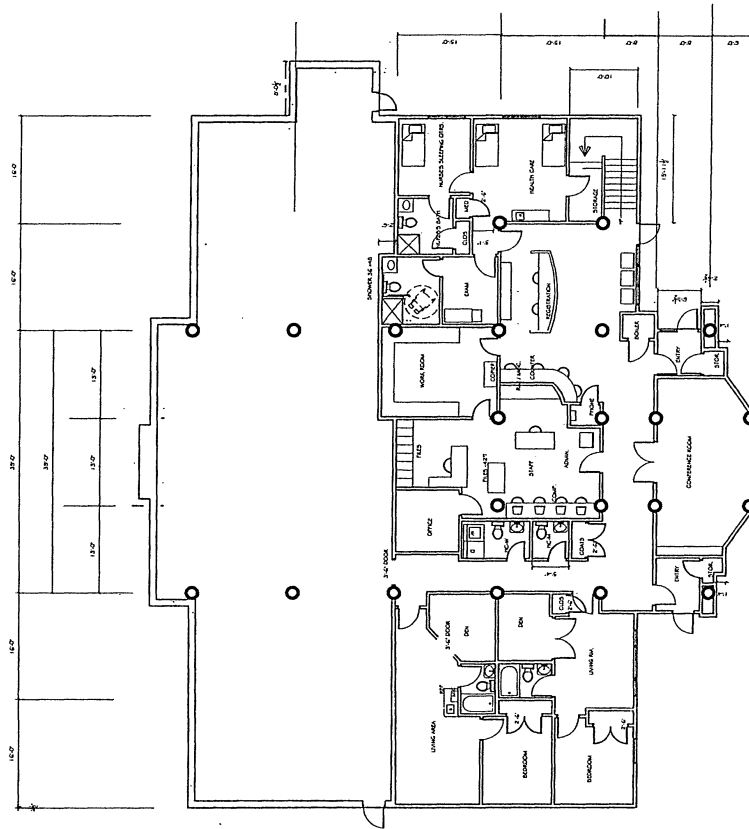
FIRST FLOOR
SCALE: 1/8" = 1'-0"



ALASKA

DATE
2/12/2008

SHEET
A2
OF



LOWER FLOOR
SCALE: 1/8" = 1'-0"

ALLOWABLE/CONDITIONAL USE APPLICATION

(APPLICANT PLEASE FILL IN TOP PORTION OF PAGE AFTER FIRST LINE AS A MINIMUM)

Project Number PR52006-50	Project Name Echo Ranch Dining Hall/Office	Case Number USE2006-0007	Date Received 3/9/06
-------------------------------------	--	------------------------------------	--------------------------------

APPLICANT INFORMATION

DESCRIBE THE PROJECT FOR WHICH AN ALLOWABLE OR CONDITIONAL USE APPROVAL IS NEEDED. ATTACH A DETAILED DESCRIPTIVE LETTER ABOUT THE PROJECT DESCRIBED IN THIS APPLICATION.

See attached

MODIFICATION OF EXISTING APPROVAL?

☒ No

☒ Yes - CASE NUMBER _____

EXISTING USE OF LAND AND/OR BUILDING(S):

*Summer-Camp programs including various sports and children's activities
Group and family retreats/conferences*

PROPOSED USE OF LAND AND/OR BUILDING(S):

Same as above

UTILITIES PROPOSED

WATER: ☐ Public

☒ On Site

SEWER:

☐ Public

☒ On Site

SITE DIMENSIONS:

Width _____ ft.

Depth _____ ft.

Total Area 300 acres square feet

DIMENSIONS OF STRUCTURE:

(Outside Dimensions)

Length 105 ft.

Width 82 ft.

Height 42 ft.

Total Area 12,000 square feet

SIGNS: Sign Approvals are a separate permit approval. Provide sign plan as an information item.

EXTERNAL LIGHTING

Existing to remain

☐ No

☐ Yes - provide fixture information, illumination pattern, and location of lighting fixtures.

Proposed

☐ No

☐ Yes - provide fixture information, illumination pattern, and location of lighting fixtures.

PARKING

Existing Spaces: _____

Proposed Spaces: _____

PLEASE NOTE: INCOMPLETE APPLICATIONS MAY NOT BE SCHEDULED FOR PLANNING COMMISSION ACTION.
UNACCEPTED APPLICATIONS WILL BE RETURNED TO THE APPLICANT FOR COMPLETION.

CIRCLE TYPE OF PERMIT: ALLOWABLE USE / CONDITIONAL USE

TABLE OF PERMISSIBLE USES
CATEGORY:

	Fees	Check No.	Receipt No.	Date
Application Fees	\$ 600.00	✓049632	22059	3/8/06
Adjustment	\$			
Public Notice Sign Fee	\$ 50.00			
Public Notice Sign Deposit	\$ 100.00			
Total Fee	\$ 750.00			

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NOTE: MUST BE ACCOMPANIED BY "DEVELOPMENT PERMIT APPLICATION" FORM
WHICH HAS LAND OWNER OR LESSEE CONSENT SIGNED

Matthew Halitsky

From: Bob Clauder
Sent: Monday, April 03, 2006 2:26 PM
To: Matthew Halitsky
Subject: RE: Echo Ranch Lodge (USE2006-17)

Hi Matthew

I talked with Lou this morning and we came up with a workable solution to the parking issues at Echo Cove. I spoke with Reed this afternoon about the solution and we have come to an agreement that they would have the users of the Bible camp would park in the lower lot down by the camp grounds. We feel that this a very good use of the area and will allow the Bible Camp to continue with the proposed development. I also talked with Reed about contacting Goldbelt and seeing about putting a parking area just off the road past Kowee Creek that would make access to the camp a shorter walk and wouldnt be tide regulated. If you have any questions please call me at 586-0395 or 321-0843

Robert Clauder
Auke Bay Harbor Supervisor

From: Matthew Halitsky
Sent: Tuesday, March 14, 2006 11:19 AM
To: 'Ben Kirkpatrick, ADF&G'; 'Bill Gissel, EPA'; Bob Grochow; 'Forest Service Brad Flynn (bflynn@fs.fed.us)'; Britten DeMan; Debra Purves; 'Greg Farmer'; 'Fred Thorsteinson, DOT'; Grant Ritter; 'travis_guymon@dnr.state.ak.us'; 'Jackie Timothy, DNR'; 'Jim Powell, DEC'; Joe Buck; 'Joe Martin, DOT'; 'John Leeds, Army Corps of Engineers'; 'Larry Smith, ACS'; Marc Matsil; 'Michael Newton, AEL&P'; 'Mike Eberhardt, DNR'; 'Mike Jacobson, US Fish & Wildlife'; Mike Scott; ' (carolyn_morehouse@dot.state.ak.us)'; Rich Etheridge; 'Richard Enriquez, US Fish & Wildlife'; Richard Gummow; 'tom_schumacher@fishgame.state.ak.us'; Scott Jeffers; 'Steve Brockmann, US Fish & Wildlife'; Steve Gilbertson; 'Terry Dunlap, GCI'; 'Tom Lawson, DCED'; Tom Trego; Ron King; Lou McCall; Bob Clauder
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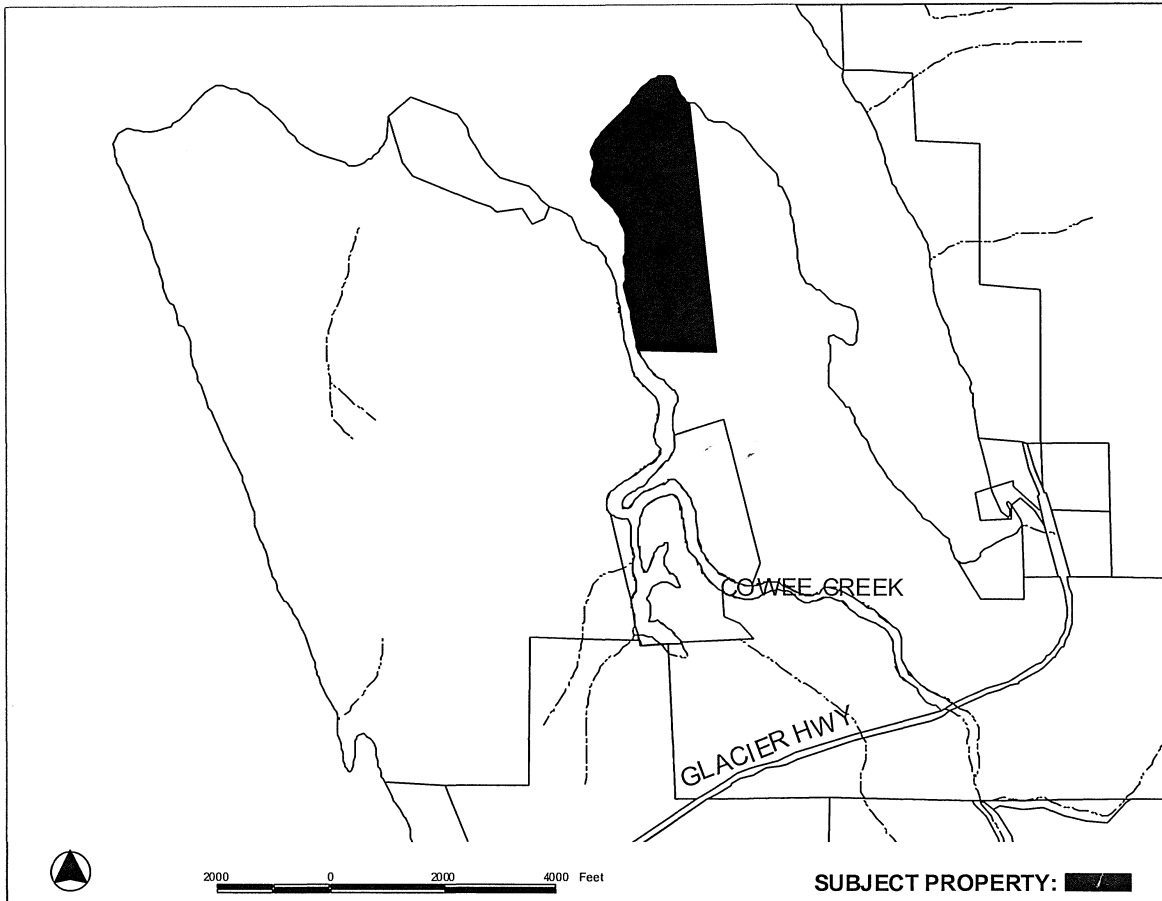
Please review the application materials and return any comments/suggestions to me by March 29th.

Thanks

Matthew Halitsky, Planner
CBJ Community Development Department
155 South Seward Street
Juneau, Alaska 99801
907.586.0781

4/3/2006

NOTICE OF PUBLIC HEARING



PROPOSAL: A Conditional Use permit for a new 12,000 sf building to include an 8,000 sf dining hall, and 4,000 sf for an office, medical clinic and residential area.

FILE NO:	USE2006-00017	APPLICANT:	ECHO RANCH BIBLE CAMP
TO:	Adjacent Property Owners	PROPERTY OWNER:	GOSPEL MISSIONARY UNION INC
HEARING DATE:	April 11, 2006	PROPERTY ADDRESS:	40001 GLACIER HWY
HEARING TIME:	7:00 P.M.	PARCEL CODE NUMBER:	3-B45-0-100-004-1
PLACE:	ASSEMBLY CHAMBERS Municipal Bldg. 155 South Seward St., Juneau, Alaska 99801	SITE SIZE:	155.84 Acres
		ZONING:	Rural Residential
		ACCESS:	GLACIER HWY

PROPERTY OWNERS PLEASE NOTE:

You are invited to attend this Public Hearing and present oral testimony. The Planning Commission will also consider written testimony. You are encouraged to submit written material to the Community Development Department no later than 8:30 A.M. on the Wednesday preceding the Public Hearing. Materials received by this deadline are included in the information packet given to the Planning Commission a few days before the Public Hearing. Written material received after the deadline will be provided to the Planning Commission at the Public Hearing.

If you have questions, please contact Matt Halitsky at 907-586-0781 or via e-mail at Matt_Halitsky@ci.juneau.ak.us

Planning Commission Agendas, Staff Reports and Meeting Results can be viewed at www.juneau.org/plancomm.

Date notice was printed: March 31, 2006

PARCEL_NO	OWNER	PRP_ADDRESS1	PRP_ADDRESS2	PRP_CITY	ST	ZIP
3B4501000041	GOSPEL MISSIONARY UNION INC		PO BOX 210313	AUKE BAY	AK	99821
3B4501000070	GOLDBELT INC	BERNERS BAY AREA	9097 GLACIER HWY STE 200	JUNEAU	AK	99801

ABUTTERS LIST FOR USE2006-00017

MATT'S COPY MAILED 3/31/06

ECHO RANCH LODGE

USE2006-00017

Proposal: A Conditional Use permit for a new 12,000 sf building to include an 8,000 sf dining hall, and 4,000 sf for an office, medical clinic and residential area.

Hearing Date: 4/11/2006

COPY

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Sent: Monday, April 03, 2006 2:26 PM
To: Matthew Halitsky
Subject: RE: Echo Ranch Lodge (USE2006-17)

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 Auke Bay Harbor Supervisor

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Sent: Tuesday, March 14, 2006 11:19 AM
To: 'Ben Kirkpatrick, ADF&G'; 'Bill Gissel, EPA'; Bob Grochow; 'Forest Service Brad Flynn (bflynn@fs.fed.us)'; Britten DeMan; Debra Purves; 'Greg Farmer'; 'Fred Thorsteinson, DOT'; Grant Ritter; 'travis_guymon@dnr.state.ak.us'; 'Jackie Timothy, DNR'; 'Jim Powell, DEC'; Joe Buck; 'Joe Martin, DOT'; 'John Leeds, Army Corps of Engineers'; 'Larry Smith, ACS'; Marc Matsil; 'Michael Newton, AEL&P'; 'Mike Eberhardt, DNR'; 'Mike Jacobson, US Fish & Wildlife'; Mike Scott; ' (carolyn_morehouse@dot.state.ak.us)'; Rich Etheridge; 'Richard Enriquez, US Fish & Wildlife'; Richard Gummow; 'tom_schumacher@fishgame.state.ak.us'; Scott Jeffers; 'Steve Brockmann, US Fish & Wildlife'; Steve Gilbertson; 'Terry Dunlap, GCI'; 'Tom Lawson, DCED'; Tom Trego; Ron King; Lou McCall; Bob Clauder
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Please review the application materials and return any comments/suggestions to me by March 29th.

Thanks

Matthew Halitsky, Planner
 CBJ Community Development Department
 155 South Seward Street
 Juneau, Alaska 99801
 907.586.0781

4/3/2006

Matthew Halitsky

From: Lou McCall
Sent: Friday, March 24, 2006 2:23 PM
To: Matthew Halitsky
Cc: John Stone
Subject: RE: Echo Ranch Lodge (USE2006-17)

Hi Matthew:

My Auke Bay Supervisor finally responded to the question. His concerns are as follows:

"The Echo Cove launch ramp facility keeps the area used to capacity on most weekends to include times through the week if the weather is good. The amount of traffic coming directly from the Camp causes severe congestion and an overload of the garbage and toilet services. Additional parking 'is a must' to accommodate the increased traffic which would be construction related (to include the looky-loos). The area is overtaxed for most of the summer with ramp users and the camping activities".

It would be highly desirable for the camp to provide parking for camp use rather than adding to the current congestion and maintenance incurred at the launch ramp.

Regards,

Lou McCall
Harbormaster, Docks and Harbors

From: John Stone
Sent: Tuesday, March 14, 2006 3:47 PM
To: Matthew Halitsky
Cc: Lou McCall
Subject: RE: Echo Ranch Lodge (USE2006-17)

I will let Lou and Bob make the call.

From: Matthew Halitsky
Sent: Tuesday, March 14, 2006 3:44 PM
To: John Stone
Cc: Lou McCall
Subject: RE: Echo Ranch Lodge (USE2006-17)

I was told by the applicant that when they need parking for the Bible Camp they use the parking lot at the launch ramp. They don't expect any additional patrons as a result of this project, but I called the Auke Bay office anyway to see if it's been an issue out there in the past, and the lady (I don't recall her name) said that it hasn't.

If parking is an issue out there now's the time to comment since they need a CU for the addition of the lodge. If you'd like the Bible Camp to have their own separate parking from this point forward we may be able to condition that through the CU.

Let me know...

|

3/28/2006

From: John Stone
Sent: Tuesday, March 14, 2006 3:40 PM
To: Matthew Halitsky
Cc: Lou McCall
Subject: FW: Echo Ranch Lodge (USE2006-17)

Matt,

Is this our Echo Cove Launch Ramp?

John

From: Lou McCall
Sent: Tuesday, March 14, 2006 3:22 PM
To: John Stone
Subject: FW: Echo Ranch Lodge (USE2006-17)

Parking at Echo Cove boat/trailer parking area?????? Are you going to allow this?

From: Bob Clauder
Sent: Tuesday, March 14, 2006 3:18 PM
To: Lou McCall
Subject: FW: Echo Ranch Lodge (USE2006-17)

From: Matthew Halitsky
Sent: Tuesday, March 14, 2006 11:19 AM
To: 'Ben Kirkpatrick, ADF&G'; 'Bill Gissel, EPA'; Bob Grochow; 'Forest Service Brad Flynn (bflynn@fs.fed.us)'; Britten DeMan; Debra Purves; 'Greg Farmer'; 'Fred Thorsteinson, DOT'; Grant Ritter; 'travis_guymon@dnr.state.ak.us'; 'Jackie Timothy, DNR'; 'Jim Powell, DEC'; Joe Buck; 'Joe Martin, DOT'; 'John Leeds, Army Corps of Engineers'; 'Larry Smith, ACS'; Marc Matsil; 'Michael Newton, AEL&P'; 'Mike Eberhardt, DNR'; 'Mike Jacobson, US Fish & Wildlife'; Mike Scott; ' (carolyn_morehouse@dot.state.ak.us)'; Rich Etheridge; 'Richard Enriquez, US Fish & Wildlife'; Richard Gummow; 'tom_schumacher@fishgame.state.ak.us'; Scott Jeffers; 'Steve Brockmann, US Fish & Wildlife'; Steve Gilbertson; 'Terry Dunlap, GCI'; 'Tom Lawson, DCED'; Tom Trego; Ron King; Lou McCall; Bob Clauder
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Thanks

Matthew Halitsky, Planner
CBJ Community Development Department
155 South Seward Street
Juneau, Alaska 99801
907.586.0781

3/28/2006

Matthew Halitsky

From: Debra Purves
Sent: Thursday, March 16, 2006 8:28 AM
To: Matthew Halitsky
Subject: RE: Echo Ranch Lodge (USE2006-17)

Plans will need to be designed and stamped by professional designer for building permit application. Will this be a sprinklered building?
 It'll need sprinklers for number of stories and area proposed or Type V - A (one-hour fire rated construction.) in or to build a building of this size.
 I assume this information was discussed at the preapplication meeting.

Also a building permit will be needed for change of use from existing office to living use. The application states the new offices will free up space for increased housing space for staff.

Debbie Purves, Building Official
 Community Development Dept.
 City and Borough of Juneau
 tel: 907-586-0767 fax: 907-586-3365
 email: Debra_Purves@ci.juneau.ak.us
 web page: www.juneau.org/permits

From: Matthew Halitsky
Sent: Tuesday, March 14, 2006 11:19 AM
To: 'Ben Kirkpatrick, ADF&G'; 'Bill Gissel, EPA'; Bob Grochow; 'Forest Service Brad Flynn (bflynn@fs.fed.us)'; Britten DeMan; Debra Purves; 'Greg Farmer'; 'Fred Thorsteinson, DOT'; Grant Ritter; 'travis_guymon@dnr.state.ak.us'; 'Jackie Timothy, DNR'; 'Jim Powell, DEC'; Joe Buck; 'Joe Martin, DOT'; 'John Leeds, Army Corps of Engineers'; 'Larry Smith, ACS'; Marc Matsil; 'Michael Newton, AEL&P'; 'Mike Eberhardt, DNR'; 'Mike Jacobson, US Fish & Wildlife'; Mike Scott; ' (carolyn_morehouse@dot.state.ak.us)'; Rich Etheridge; 'Richard Enriquez, US Fish & Wildlife'; Richard Gummow; 'tom_schumacher@fishgame.state.ak.us'; Scott Jeffers; 'Steve Brockmann, US Fish & Wildlife'; Steve Gilbertson; 'Terry Dunlap, GCI'; 'Tom Lawson, DCED'; Tom Trego; Ron King; Lou McCall; Bob Clauder
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Thanks

Matthew Halitsky, Planner
 CBJ Community Development Department
 155 South Seward Street
 Juneau, Alaska 99801

3/16/2006

ALLOWABLE/CONDITIONAL USE APPLICATION

(APPLICANT PLEASE FILL IN TOP PORTION OF PAGE AFTER FIRST LINE AS A MINIMUM)

Project Number <u>PR52006-50</u>	Project Name <u>Echo Ranch Dining Hall/Office</u>	Case Number <u>USE2006-00017</u>	Date Received <u>3/9/06</u>
-------------------------------------	--	-------------------------------------	--------------------------------

DESCRIBE THE PROJECT FOR WHICH AN ALLOWABLE OR CONDITIONAL USE APPROVAL IS NEEDED. ATTACH A DETAILED DESCRIPTIVE LETTER ABOUT THE PROJECT DESCRIBED IN THIS APPLICATION.

See attached

MODIFICATION OF EXISTING APPROVAL?

☒ No

☒ Yes - CASE NUMBER _____

EXISTING USE OF LAND AND/OR BUILDING(S):

Summer-camp programs including various sports and children's activities
Group and family retreats/conferences

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☒ On Site

SEWER:

☐ Public

☒ On Site

SITE DIMENSIONS:

Width _____ ft.

Depth _____ ft.

Total Area 300 acres square feet

DIMENSIONS OF STRUCTURE:

(Outside Dimensions)

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Width 82 ft.

Height 42 ft.

Total Area 12,000 square feet

SIGNS: Sign Approvals are a separate permit approval. Provide sign plan as an information item.

EXTERNAL LIGHTING

Existing to remain

☐ No

☐ Yes - provide fixture information, illumination pattern, and location of lighting fixtures.

Proposed

☐ No

☐ Yes - provide fixture information, illumination pattern, and location of lighting fixtures.

PARKING

Existing Spaces: _____

Proposed Spaces: _____

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UNACCEPTED APPLICATIONS WILL BE RETURNED TO THE APPLICANT FOR COMPLETION.

CIRCLE TYPE OF PERMIT: ALLOWABLE USE / CONDITIONAL USE

TABLE OF PERMISSIBLE USES
CATEGORY:

	Fees	Check No.	Receipt No.	Date
Application Fees	\$ <u>600.00</u>	<u>1049632</u>	<u>22059</u>	<u>3/8/06</u>
Adjustment	\$ _____	_____	_____	_____
Public Notice Sign Fee	\$ <u>50.00</u>	_____	_____	_____
Public Notice Sign Deposit	\$ <u>100.00</u>	_____	_____	_____
Total Fee	\$ <u>750.00</u>	_____	_____	_____

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NOTE: MUST BE ACCOMPANIED BY "DEVELOPMENT PERMIT APPLICATION" FORM
WHICH HAS LAND OWNER OR LESSEE CONSENT SIGNED

Echo Ranch Lodge

The proposed Echo Ranch building project (Lodge) is a 1st floor walkout, conventional, wood frame, 2 story metal roofed structure. As previously stated, it will consist of wood framing, including timber frame trusses. The main floor will be poured concrete on metal centering with the lower floor being slab on grade. The Lodge, as it will be called, will enable Echo Ranch to serve our guests better when the cabin space nears capacity. It will also allow for the consolidation of other areas by locating them in the Lodge instead of multiple sites around the camp area.

The main floor will contain a commercial kitchen of larger capacity and will include larger food cooler, freezer, pantry, food preparation area and scullery. The larger dining/meeting area will seat approximately 250 and will be used for camper/guest dining, meeting and multiple events related to our ministry. Also included on this floor will be men's and women's universally accessible restrooms as well as mechanical, electrical and storage rooms.

The lower floor will allow the consolidation of multiple offices that are currently housed in at least 5 other buildings and rooms around the camp property thereby freeing more space for staff housing.

Also housed on this level will be a larger Health Station. This will enable the medical staff to have nearly immediate access to campers and guests in need of health care. The current Health station is located several hundred yards from the existing lodge and is far too small. It will also provide sleeping facilities for the nurse if a camper or guest is ill and must spend the night in the Health Station in the "Sick Room".

Included on this level will be 2, one-bedroom motel-type living quarters for staff use only. This floor will also include Men's/Women's restrooms, mechanical and storage rooms as well as a small laundry facility for the use of the Health Station personnel and those living in the apartments.

DEVELOPMENT PERMIT APPLICATION

(APPLICANT - PLEASE FILL IN THE PROJECT/APPLICANT INFORMATION)

Project Number PRJ2006-050	CITY and BOROUGH of JUNEAU	Date Received: 3/8/06
Project Name (City Staff to assign name)		

PROJECT / APPLICANT INFORMATION	Project Description Lodge building			
	PROPERTY LOCATION			
	Street Address 40001 Glacier Hwy		City / Zip	
	Subdivision (if known)	Survey (if known) USS 2925	Block / Tract (if known)	Lot (if known)
	Assessor's Parcel Number (if known) 3B4501000041 L2			
	LANDOWNER / LESSEE			
	Property Owner's Name Avant Ministries dba Echo Ranch Bible Camp		Contact Person Reed VanSickle	Work Phone No. 789-3777
	Mailing Address PO Box 210508 Auke Bay, AK 99821		Home Phone No. 789-9463	FAX No. 789-41403
	LANDOWNER/LESSEE CONSENT (Required for Planning permits not needed on Building/Engineer permits)		INITIAL ALL THAT MAY APPLY	
	I am (we are) the owner(s) or Lessee of the property subject to this application and I (we) consent as follows: A. This application for a land use or activity review for development on my (our) property is made with my complete understanding and permission. B. I (we) grant permission for officials and employees of the City and Borough of Juneau to inspect my property as needed for purposes of this application. X Reed VanSickle 3-7-06 Landowner/Lessee Signature Date X _____ Landowner/Lessee Signature Date NOTICE: The City and Borough of Juneau staff may need access to the subject property during regular business hours and will attempt to contact the landowner in addition to the formal consent given above. Further, members of the Planning Commission and/or the Design Review Board may visit the property and may do so during the weekend before the scheduled public hearing date.		APPLICATION TYPE OWNER'S INITIALS ALLOWABLE USE CONDITIONAL USE VARIANCE DESIGN REVIEW SUBDIVISION OTHER	
APPLICANT (If same as OWNER, write "SAME" and sign and date at X below)				
Applicant's Name Same		Contact Person	Work Phone No.	
Mailing Address		Home Phone No.	FAX No.	
X Reed VanSickle		X 3-7-06		
Applicant's Signature		Date of Application		

(OFFICE USE ONLY BELOW THIS LINE)

STAFF APPROVALS	C K	PERMIT TYPE	SIGN	DATE RECEIVED	APPLICATION NO.	C K	PERMIT TYPE	DATE RECEIVED	APPLICATION NO.
		ALLOWABLE USE APPROVAL					WATER PERMIT		
	X	CONDITIONAL USE APPROVAL		3/8/06	USE06-017		SEWER PERMIT		
		VARIANCE					GRADING PERMIT		
		DESIGN REVIEW APPROVAL	MINOR				DRIVEWAY PERMIT		
		SUBDIVISION	MAJOR				RIGHT-OF-WAY PERMIT		
		STREET VACATION	MINOR				PUB. FAC. TRANSMISS. & EXCAV. PERMIT		
		SIGN APPROVAL	MAJOR				OTHER - (Describe)		
		BUILDING PERMIT	PUD						
		LOCATED IN HISTORIC DISTRICT?							
	[] YES [] NO								
Zone		Total Lot Area	Required Setbacks		Permit Intake Initials				
			Front _____ Back _____ Side _____ Other _____						
COMMENTS:									

NOTE: DEVELOPMENT PERMIT APPLICATION FORM MUST ACCOMPANY ALL OTHER COMMUNITY DEVELOPMENT DEPARTMENT APPLICATIONS



**PLANNING COMMISSION
NOTICE OF DECISION**

Date: February 10, 2016

File No.: USE2015 0011

Echo Ranch Bible Camp
PO Box 210608
Auke Bay, AK 99821

Application For: Camp Construction of a chapel, cabins, and bathhouse at Echo Ranch Bible
Legal Description: USS 2925 Lot 1
Property Address: 44000 Glacier Highway
Parcel Code No.: 3-B45-0-100-004-1
Hearing Date: February 9, 2016

The Planning Commission, at its regular public meeting, adopted the analysis and findings listed in the attached memorandum dated February 9, 2016, and approved the construction of a chapel, cabins, and bathhouse at Echo Ranch Bible Camp to be conducted as described in the project description and project drawings submitted with the application and with the following Advisory Condition:

1. If any historic, prehistoric, or archeological sites, locations, or objects are discovered during development activity, all work in the area should cease, and the applicant/permittee/whomever should immediately notify the State Historic Preservation Officer at the Department of Natural Resources. If any human remains are discovered, all work should cease until work is authorized by the agency with jurisdiction. Destruction or removal of human remains may be a crime (see Attachment E – Human Remains Discovery Guide).

Attachments: February 9, 2016, memorandum from Jill Maclean, Community Development, to the CBJ Planning Commission regarding USE2015 0011; and Human Remains Discovery Guide.

This Notice of Decision does not authorize construction activity. Prior to starting any project, it is the applicant's responsibility to obtain the required building permits.

This Notice of Decision constitutes a final decision of the CBJ Planning Commission. Appeals must be brought to the CBJ Assembly in accordance with CBJ §01.50.030. Appeals must be filed by 4:30 P.M. on the day twenty days from the date the decision is filed with the City Clerk, pursuant to CBJ §01.50.030 (c). Any action by the applicant in reliance on the decision of the Planning Commission shall be at the risk that the decision may be reversed on appeal (CBJ §49.20.120).

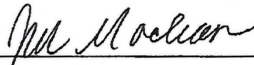
Effective Date: The permit is effective upon approval by the Commission, February 9, 2016.

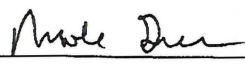
155 So. Seward Street, Juneau, Alaska 99801-1397

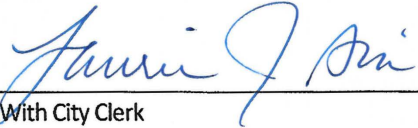
Echo Ranch Bible Camp
File No.: USE2015 0011
February 10, 2016
Page 2 of 2

Expiration Date: The permit will expire 18 months after the effective date, or August 9, 2017, if no Building Permit has been issued and substantial construction progress has not been made in accordance with the plans for which the development permit was authorized. Application for permit extension must be submitted thirty days prior to the expiration date.

Project Planner:


Jill Maclean, Planner
Community Development Department


Nicole Grewe, Chair
Planning Commission


Filed With City Clerk

2/10/16
Date

cc: Plan Review

NOTE: The Americans with Disabilities Act (ADA) is a federal civil rights law that may affect this development project. ADA regulations have access requirements above and beyond CBJ-adopted regulations. Owners and designers are responsible for compliance with ADA. Contact an ADA - trained architect or other ADA trained personnel with questions about the ADA: Department of Justice (202) 272-5434, or fax (202) 272-5447, NW Disability Business Technical Center (800) 949-4232, or fax (360) 438-3208.

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2019 – 005216 – 0

Recording District 101 Juneau

11/26/2019 09:43 AM

Page 1 of 11

CC



State of Alaska
Department of Natural Resources
Division of Mining, Land and Water
400 Willoughby Avenue
PO Box 111020
Juneau, AK 99811-1020

Lease Agreement ADL 106979
Lessee: Echo Ranch Bible Camp
Effective Date: November 18, 2019

This cover sheet has been added to this document to provide space for the recording data. This cover sheet appears as the first page of the document in the official record.

DO NOT DETACH

STATE OF ALASKA
DEPARTMENT OF NATURAL RESOURCES
DIVISION OF MINING, LAND AND WATER

ADL 106979

Utility Easement

Gospel Missionary Union, dba Echo Ranch Bible Camp

THIS EASEMENT is granted this 18th day of November, 2019 by the STATE OF ALASKA, acting by and through the **Department of Natural Resources, Division of Mining, Land and Water**, Southeast Regional Office, whose address is PO Box 111020, Juneau, Alaska 99811-1020, hereinafter referred to as the Grantor. This easement is granted to the **Gospel Missionary Union, dba Echo Ranch Bible Camp**, PO Box 210608, Auke Bay, Alaska 99821, hereinafter referred to as the Grantee.

WHEREAS, it is understood and agreed that, as a condition to the granting of said easement, this easement shall be used for no purpose other than utility lines to include power, phone, cable and internet over and across portions of the following described state lands:

A parcel, approximately 2000 feet in length and 60 feet in width, within Government Lots 5 and 3 of Section 24 and Government Lot 14 of Section 13, Township 37 South, Range 63 East, Copper River Meridian, containing 2.86 acres, more or less, in the Juneau Recording District.

IN accordance with the provisions of AS 38.05.850, and the rules and regulations promulgated thereunder, the grantor hereby reserves a utility easement over and across the above described state land within the **Juneau Recording District** as shown on the Survey identified as Attachment A revealing the easement location granted herein, *recorded as EPF 20180012, Plat No. 2019-40, JRD.*



Page 2 of 11
2019-005216-0

This easement shall terminate at the end of the stated term, indefinitely, or when the Grantor determines that the easement is abandoned, is no longer necessary, is no longer in use for the purpose(s) authorized, or is revoked as a result of violations of the terms, conditions and stipulations of this easement.

The Grantee and entry persons who may exercise the rights and privileges granted by this document shall comply with all regulations now in effect or as hereafter established by the Division of Mining, Land & Water, all other federal, state or local laws, regulations or ordinances applicable to the area herein granted. In addition, the Grantee shall maintain the premise in a neat and orderly manner and shall adopt and apply such safety measures as shall be necessary, proper and prudent with respect to the use to which the land is subjected.

In the event that the easement granted shall in any manner conflict with or overlap a previously granted easement the Grantor recognizes that the easement granted herein shall be used in such a manner as not to interfere with the peaceful use and enjoyment of the previously issued easement or right-of-way.

The State of Alaska shall be forever wholly absolved from any liability for damages which might result from any claims, suits, loss, liability and expense for injury to or death of persons and damage to or loss of property arising out of or in connection with this easement.

NOW THEREFORE, in accordance with the provisions of AS 38.05.850 and the rules and regulations promulgated thereunder and in accordance with the conditions and stipulations of this easement including all documents that are incorporated by reference, the Grantee is authorized to operate and maintain said easement.

IN WITNESS WHEREOF, the Grantor has signed this easement on the day and year first above written.

[Signature Page Follows]



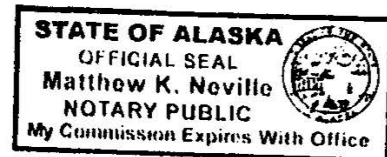
STATE OF ALASKA
DEPARTMENT OF NATURAL RESOURCES
GRANTOR:

Lee V. Cole
Lee V. Cole, Regional Manager
Division of Mining, Land and Water, Southeast Regional Office

STATE OF ALASKA)
1ST) ss.
Judicial District)

THIS IS TO CERTIFY THAT ON THIS 18th day of November, 2019
before me personally appeared Lee V. Cole, known by me to be the person named in and who
executed said document and acknowledged voluntarily signing the same.

Matthew K. Neville
Notary Public in and for the State of Alaska
My Commission expires: with office

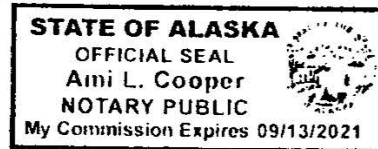


GRANTEE:
Randall Alderfer
Authorized Representative
Gospel Missionary Union, dba Echo Ranch Bible Camp

STATE OF ALASKA)
1ST) ss.
Judicial District)

THIS IS TO CERTIFY THAT ON THIS 14th day of November, 2019
before me personally appeared Randall Alderfer, known by me to be the person named in and
who executed said document and acknowledged voluntarily signing the same.

Ami L. Cooper
Notary Public In and For the State of Alaska
My Commission expires: 9/13/2021



RECORDING FEE: THIS IS OFFICIAL STATE BUSINESS, NO CHARGE

RETURN TO: Alaska Department of Natural Resources, Division of Mining, Land and Water,
Southeast Regional Office, 400 Willoughby Ave, 4th Floor, P.O. Box 111020, Juneau, Alaska 99811-
1020

ADL 106979 ERBC Utility Easement
Point Bridget State Park

Page 3 of 9



Page 4 of 11
2019-005216-0

ADL 106979
Easement Stipulations

- 1) Authorized Officer. The Authorized Officer (AO) for the Department of Natural Resources (DNR), Division of Mining, Land and Water (DMLW) is the Southeast Regional Manager or designee. The AO may be contacted at 400 Willoughby Avenue, PO Box 111020, Juneau, Alaska 99811-1020 or (907) 465-3400.
- 2) Change of Address. The Grantee shall maintain a current, valid, mailing address on file with the DMLW at all times. The latest mailing address on file with the division is the address that will be used for official communications, notifications, and service of legal process. The Grantee must notify the AO in writing of a change of address.
- 3) Assignment. This authorization may not be transferred or assigned without the prior written consent of the AO.
- 4) Authorized Use. The Grantee, its agents and employees are responsible for accurately siting authorized uses and structures within the easement corridor. The Grantee is authorized to engage third parties to install and maintain the utilities crossing this easement. Any unauthorized use of state lands outside the authorization area, either by the Grantee or by its employees, agents, contractors, subcontractors, licensees, or invitees, is strictly prohibited.
 - a) Echo Ranch Bible Camp and their agents are authorized to perform the following necessary activities as provided for in this agreement:
 - i) Clearing and grubbing that portion of the easement corridor needed for the installation of the utility infrastructure and access by necessary equipment to install and service said utility infrastructure;
 - ii) Placing needed materials within the corridor to provide a sufficiently firm base for operation of the installation and maintenance equipment; and
 - iii) Installing the poles needed for the required wiring for electricity, phone, cable, and internet.
 - b) Site Improvements. The State assumes no responsibility for maintenance of improvements constructed on state land or liability for injuries or damages attributable to that construction.
 - c) Amendment or Modification. To amend or modify the uses allowed under this authorization, the Grantee shall submit a request in writing to the AO. Any amendment or modification must be approved by the AO and may require additional fees. Any purported amendment or modification has no legal effect until placed in writing and



signed by both parties.

- 5) Proper Location. This authorization is for activities on state land managed by the DNR DMLW and does not authorize any activities on private lands, federal lands, native lands, municipal lands or lands which are owned or managed by other offices and agencies of the State of Alaska and/or the DNR. The Grantee is responsible for proper location on site.
- 6) As-Built Diagram. Upon completion of construction, the Grantee shall remit to the AO an as-built diagram that depicts all improvements in relation to the easement boundaries.
- 7) Fine Tuning. Any changes in the alignment of the authorized improvements will require the prior written approval of the AO. The AO reserves the discretionary authority to require a re-determination of the state's best interest for any significant proposed changes.
- 8) Indemnification. The Grantee assumes all responsibility, risk and liability for its activities and those of its employees, agents, contractors, subcontractors, licensees, or invitees, directly or indirectly related to this authorization, including environmental and hazardous substance risk and liability, whether accruing during or after the term of this authorization. The Grantee shall defend, indemnify, and hold harmless the State of Alaska, its agents and employees, from and against any and all suits, claims, actions, losses, costs, penalties, and damages of whatever kind or nature, including all attorney's fees and litigation costs, arising out of, in connection with, or incident to any act or omission by the Grantee, its employees, agents, contractors, subcontractors, licensees, or invitees, unless the proximate cause of the injury or damage is the sole negligence or willful misconduct of the State or a person acting on the State's behalf. Within 15 days, Grantee shall accept any such cause, action or proceeding upon tender by the State. This indemnification shall survive the termination of the authorization.
- 9) Valid Existing Rights. This authorization is subject to all valid existing rights in and to the land covered under this authorization. The State of Alaska makes no representations or warranties, whatsoever, either expressed or implied, as to the existence, number or nature of such valid existing rights.
- 10) Public Trust Doctrine. This authorization is subject to the principles of the public trust doctrine which guarantees public access to and the right to use navigable and public waters and the land beneath them for navigation, commerce, fishing and other purposes. The AO reserves the right to grant other interests to the subject area consistent with the public trust doctrine.



11) Reservation of Rights.

- a) This easement is non-exclusive which means the grantor retains the right to use or make additional grants to others for any use which does not interfere with the easement granted. The DMLW reserves the right to use or grant additional authorizations to third parties for compatible uses on or adjacent to the land under this authorization. Authorized concurrent users of state land, their agents, employees, contractors, subcontractors, and licensees shall not interfere with the operation or maintenance activities of each user.
- b) The DMLW may require authorized concurrent users of state land to enter into an equitable agreement regarding concurrent use.
- c) The AO reserves the right to modify these stipulations or use additional stipulations as deemed necessary. The Grantee will be notified in writing prior to the implementation of any change in the terms or conditions exercised by the AO under this provision. The Grantee will be afforded the opportunity to review and comment regarding the effect of any proposed change to this authorization. Failure of the Grantee to notify the AO of any change to current officers or addresses shall not be sufficient grounds to invalidate the AO's compliance with this notification process.

12) Performance Guaranty. The AO reserves the right to require a performance guaranty in the event the Grantee's compliance is less than satisfactory or as a condition of authorizing significant changes in the development plan or operations. If required, such performance guaranty shall remain in effect until released, in writing, by the AO and shall secure performance of the Grantee's obligation hereunder. The amount of the performance guaranty may be adjusted by the AO in the event of approved amendments to this authorization, changes in the development plan, or any change in the activities or operations conducted on the premises.

13) Alaska Historic Preservation Act. The Alaska Historic Preservation Act (AS 41.35.200) prohibits the appropriation, excavation, removal, injury, or destruction of any state-owned historic, prehistoric (paleontological) or archaeological site without a permit from the Commissioner. Should any sites be discovered during the course of field operations, activities that may damage the site will cease and the Office of History and Archaeology in the Division of Parks and Outdoor Recreation shall be notified immediately at (907) 269-8721.

14) Destruction of Markers. All survey monuments, witness corners, reference monuments, mining claim posts, bearing trees, National Register of Historic Places plaques, interpretive



panels and unsurveyed lease corner posts shall be protected against damage, destruction, or obliteration. The Grantee shall notify the AO of any damaged, destroyed, or obliterated markers and shall reestablish the markers at the Grantee's expense in accordance with accepted survey practices of the DMLW.

- 15) Public Access. The Grantee shall not close landing areas or trails in the vicinity of this authorization. The ability of all users to use or access state land or public water must not be restricted in any manner.
- 16) Limits of Access. This authorization applies only to access within the project area, not access to the project area. No additional access trails or roads are allowed on state lands outside the authorized area without the express permission of the AO.
- 17) Site Disturbance. Site disturbance shall be kept to a minimum to protect local habitats. All activities at the site shall be conducted in a manner that will minimize the disturbance of soil and vegetation and changes in the character of natural drainage systems. Brush clearing is allowed, but shall be kept to the minimum necessary to conduct or complete the authorized activity. Removal or destruction of the vegetative mat outside of the authorized area is not allowed. Establishment of, or improvements to, tidal, submerged, shoreland, or riparian landing areas (e.g.: leveling the ground, bank cutting or removing or modifying a substantial amount of vegetation) is prohibited without the prior written consent of the AO.
- 18) Fire Prevention, Protection and Liability. The Grantee and all entry persons shall take all reasonable precautions to prevent and suppress forest, structure, brush and grass fires, and shall assume full liability for any damage to state land and state structures resulting from the negligent use of fire. The State of Alaska is not liable for damage to the Grantee's personal property and is not responsible for forest fire protection of the Grantee's activity. To report a wild-fire call 911 or 1800-237-3633.
- 19) Fuel and Hazardous Substances. No fuel or hazardous substances are to be stored on the subject parcel unless approved by a special stipulation. Prior written approval from the AO is required for a change in this restriction and may include additional stipulations.
- 20) Spill Notification. The Grantee shall immediately notify the AO of any pollution or explosion in the project area.
- 21) Site Maintenance. The area subject to this authorization shall be maintained in a neat, clean and safe condition, free of any solid waste, debris or litter.



22) Waste Disposal. No activities that generate solid waste and/or debris are authorized under this easement.

23) Inspections. Authorized representatives of the State of Alaska shall have reasonable access to the subject parcel for purposes of inspections. The Grantee may be charged fees prescribed by regulation for routine inspections of the subject parcel, inspections concerning non-compliance, and a final close-out inspection.

24) Other Authorizations. The issuance of this authorization does not alleviate the necessity of the Grantee to obtain all other required authorizations for this activity. Failure to obtain said authorizations shall constitute a violation of this authorization, subject to action as described herein.

25) Removal of Improvements and Site Restoration. Upon termination of this authorization, whether by abandonment, revocation or any other means, the Grantee shall within 180 days remove all improvements from the area herein granted, except those owned by the state, and the site shall be restored to a condition acceptable to the AO. Should the Grantee fail or refuse to remove said structures or improvements within the time allotted, they shall revert to and become the property of the state; however, the Grantee shall not be relieved of the cost of the removal of the structures, improvements and/or the cost of restoring the area.

26) Violations.

- a) Pursuant to 11 AAC 96.145, a person who violates a provision of an authorization issued under this chapter (11 AAC 96) is subject to any action available to the DNR for enforcement and remedies, including immediate revocation of the authorization, civil action for forcible entry and detainer, ejectment, trespass, damages, and associated costs, or arrest and prosecution for criminal trespass in the second degree. The DNR may seek damages available under a civil action, including restoration damages, compensatory damages, and treble damages under AS 09.45.730 or 09.45.735 for violations involving injuring or removing trees or shrubs, gathering geotechnical data, or taking mineral resources.
- b) If a person responsible for an unremedied violation of 11 AAC 96 or a provision of an authorization issued under this chapter (11 AAC 96) applies for a new authorization from the DNR under AS 38.05.035 or 38.05.850, the DNR may require the applicant to remedy the violation as a condition of the new authorization, or to begin remediation and provide security under 11 AAC 96.060 to complete the remediation before receiving the new authorization. If a person who applies for a new authorization under AS 38.05.035 or 38.05.850 has previously been responsible for a violation of this



chapter or a provision of an authorization issued under this chapter, whether remedied or unremedied, that resulted in substantial damage to the environment or to the public, the DNR will consider that violation in determining the amount of the security to be furnished under 11 AAC 96.060 and may require the applicant to furnish three times the security that would otherwise be required.

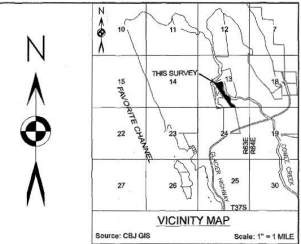
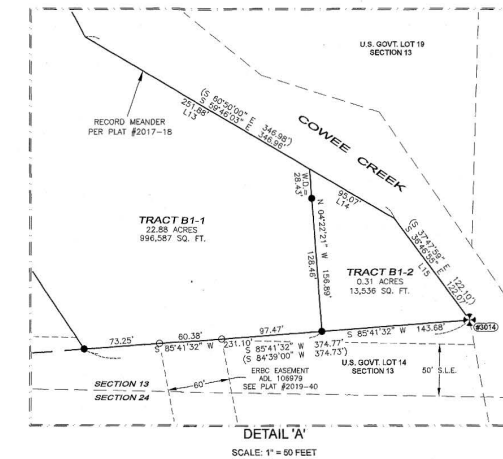




RECORD INFORMATION THIS SUBDIVISION IS DERIVED FROM
OFFICIAL PLAT OF TRACT A1 & B1, U.S. SURVEY NO. 1154,
FILED AS PLAT #2017-18, DATED 6/6/2017.

THE BASIS OF MEASURED BEARINGS AND DISTANCES FOR THIS
PLAT IS ALASKA STATE PLANE, ZONE 1, NAD83(2011) GRID,
U.S. SURVEY FEET.

	GLQ/BLM MONUMENT RECOVERED
	PRIMARY MONUMENT RECOVERED
	SECONDARY MONUMENT RECOVERED
	SET 5/8"x36" REFERR WITH YELLOW PLASTIC CAP MARKED "SCHILLINGER LS-12039"
	RECORD DATA PER TRACT A1 & TRACT B1, U.S.S NO. 1154, PLAT #2017-18



- 1) THERE MAY BE FEDERAL, STATE, AND LOCAL REQUIREMENTS GOVERNING LAND USE. IT IS THE RESPONSIBILITY OF THE INDIVIDUAL PARCEL OWNER TO DETERMINE WHETHER SUCH REQUIREMENTS APPLY TO THE DEVELOPMENT OF THE PARCELS SHOWN HEREON.
- 2) MEASURED BEARINGS AND DISTANCES SHOWN HEREON ARE ALASKA STATE PLANE, ZONE 1, NAD83(2011) GRID, U.S. SURVEY. THE NUMBER OF BEARINGS IS 17.
- 3) SEE FINAL FINDING AND DECISION OF A LAND CHARGE IN THE CITY AND BOROUGH OF JUNEAU, PORT BERTHMENT 2.0 ~ ADL 100535, AS 38.50.
- 4) THIS SURVEY CLOSURES WITHIN A LIMIT OF ERROR OF ONE FOOT IN 10,000 FEET.
- 5) ALL DISTANCES ARE MEASURED IN U.S. SURVEY FEET.
- 6) WHERE DIFFERENT FROM RECORD OR CALCULATED, RECORD DIMENSIONS ARE SHOWN IN PARENTHESES AND REFERENCED TO A RECORD SURVEY (1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17).
- 7) NO PUBLIC UTILITIES PROVIDED BY THE CITY AND BOROUGH OF JUNEAU.
- 8) PARTS OF THIS SUBDIVISION ARE LOCATED IN A SPECIAL FLOOD HAZARD AREA ACCORDING TO THE EFFECTIVE CITY AND BOROUGH OF JUNEAU FLOOD HAZARD MAP, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624,

I HEREBY CERTIFY THAT THE PLAT HEREON HAS BEEN FOUND TO COMPLY WITH TITLE 49 OF THE CODE OF THE CITY AND BOROUGH OF JUNEAU AND IS APPROVED BY THE CITY AND BOROUGH OF JUNEAU, DEPARTMENT OF COMMUNITY DEVELOPMENT, FOR RECORDING IN THE OFFICE OF THE JUNEAU RECORDING DISTRICT, JUNEAU, ALASKA.

I, RANDALL AIDENSER, HEREBY CERTIFY THAT GOSPEL MISSIONARY UNION, INC., dba ECHO RANCH BIBLE CAMP, IS THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I AS EXECUTIVE DIRECTOR, HAVING THE AUTHORITY TO DO SO, HEREBY APPROVE THIS PLAN OF SUBDIVISION WITH MY FREE CONSENT AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHERS TO BE OPEN TO THE PUBLIC FOR THE USE AS NOTED.

Randall Aiderser *Randall Aiderser* DATE: 4/4/23 2023

RANDALL AIDENSER, EXECUTIVE DIRECTOR
GOSPEL MISSIONARY UNION, INC.
dba ECHO RANCH BIBLE CAMP

SUBSCRIBED AND SWORN BEFORE ME THIS 4 DAY OF April 2023
 FOR: Echo Ranch Bible Camp
 MY COMMISSION EXPIRES: March 1, 2025
 NOTARY PUBLIC: B. King

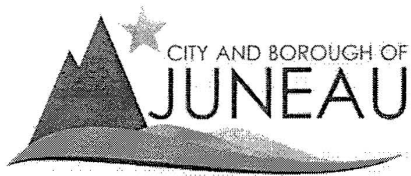


I, MAX A. SCHWINGER, IN MY CAPACITY AS A PROFESSIONAL LAND SURVEYOR REGISTERED IN THE STATE OF ALASKA, CERTIFY THAT THIS PLAT REPRESENTS THE SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, THAT THE ACCURACY OF THE SURVEY IS WITHIN THE LIMITS REQUIRED BY TITLE 49 OF THE CODE OF THE CITY AND BOROUGH OF JUNEAU, THAT ALL DIMENSIONS AND RELATIVE BEARINGS ARE CORRECT, AND THAT THE MONUMENTS ARE SET IN PLACE AND NOTED UPON THIS PLAT AS PRESENTED.

DATE: 2-6-2023
MS22-13

A SUBDIVISION OF TRACT B1,
U.S.S. No. 1154,
LOCATED WITHIN:
SECTION 13
TOWNSHIP 37 SOUTH, RANGE 63 EAST,
COPPER RIVER MERIDIAN
CITY AND BOROUGH OF JUNEAU, ALASKA
JUNEAU RECORDING DISTRICT
STATE RECORDERS OFFICE AT ANCHORAGE

1"=200'	SHEET: 1 of 1	DATE: 1/25/2023	APIN FILE NO.: 18-15 ECHO RA
---------	------------------	--------------------	---------------------------------



Treasury Division
155 S Seward St
Juneau AK 99801
907.586.5215 x4907 Phone
907.586.5367 Fax

CERTIFICATION OF TAXES AND ASSESSMENTS PAID

I, the undersigned, being duly appointed, qualified Treasurer for the City and Borough of Juneau, First Judicial District, State of Alaska, do hereby certify that, according to the records of the City and Borough of Juneau, the following described real property is carried on the tax records in the name of:

GOSPEL MISSIONARY UNION INC

Current Owner

USS 1154 TR B1

Legal Description

3B4501000034

Parcel Code Number

and that, according to the records in my possession, there are no taxes assessed against said parcel as this parcel is owned by a tax exempt entity; and any special assessments assessed against said parcel and in favor of the City and Borough of Juneau have been paid in full.


Angie Flick

January 26, 2023

Date

This Certification of Payment of Taxes is valid through December 31, 2023

Attachment D - Certificate Of Taxes Paid



Application Date: April 29, 2024

BUILDING PERMIT APPLICATION

NOTE: THIS IS NOT A BUILDING PERMIT

* NOTE: "Building Permit" is a generic term which includes Building Safety Inspections, Grading Permits, and permits for Electrical, Plumbing and Mechanical work.

Case No: **BLD20240240**

Case Description: Construction of a Staff Cabin two identical cabins, this is the West Cabin,

Site Address: **40001 GLACIER HWY**Check No. of Existing Dwelling Units: **1**

Parcel No: 3B4501000041

No. of New Dwelling Units: **2**

Legal Description: USS 2925 LT 1

No. of Removed Dwelling Units: **0**

Applicant : AVANT MINISTRIES
PO BOX 210313
AUKE BAY AK 99821

Owner: GOSPEL MISSIONARY UNION INC
PO BOX 210608
AUKE BAY AK 99821

Contractor: OWNER/BUILDER

PH: _____ FAX: _____

Valuation for Permit Fee Calculations:

<u>S.F.</u>	<u>Type</u>	<u>Rate</u>	<u>Amount</u>
768	Residential-Single Family Resi	116.96	89,825.28
120	Utl & Misc-Porch	43.28	5,193.60

Total Valuation: \$95,018.88

Associated Cases:

None.

Parcel Tags:

Echo Ranch 1973 permit 9284

Echo Ranch Dining Hall 1976

Rather than get a Certificate of Elevation for the Chapel (BLD16-83) the Applicant is pursuing a LOMR. The Certificate of Occupancy cannot be issued without either a Certificate of Elevation or a LOMR.

Notes and Conditions:**Applicant's Signature**

(Owner, Contractor or Authorized Agent)

Date**Staff Acceptance**

I hereby certify that I have read and examined this application and know the same to be true and correct. I further certify that all provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. I understand that the granting of a permit does not presume to give authority to violate or cancel the provisions of any other federal, state or local law regulating construction or the performance of construction.

JUNEAU PERMIT CENTER - 230 S. Franklin Street - 4th Floor, Marine View Center - Mail: 155 S. Seward Street, Juneau, AK 99801
Phone: 586-0770 - FAX: 586-3365 - Inspection Requests: 586-1703 - Email: permits@ci.juneau.ak.us
Web Page: [HTTP://WWW.JUNEAU.ORG/PERMITS](http://WWW.JUNEAU.ORG/PERMITS)

From: domadmin@juneau.org
To: [Permits](#)
Subject: Online Permit Application #104483
Date: Wednesday, April 3, 2024 6:49:40 PM

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Project Description
Permit Type
Building Permit
Project Address or Lot/Legal Description as Shown on Plat
40001 Glacier Hwy
Describe Proposed Project in Detail
At Echo Ranch Bible Camp we are wanting to build 2 staff cottages. These will be single family, single story dwelling units, 24 x 32, roughly 800 square feet each. They will be occupied roughly half the year during summer operation. These units will be constructed by qualified Echo Ranch staff with construction backgrounds, along with volunteer labor. The value of work below reflects that there will be no labor costs. We will be using our own lumber milled at one of our two mills. Drawings are submitted along with engineered plans for foundation being built with piers, per are FEMA guidelines. A narrative is also submitted with additional details in regards to the specifics of this project. This project is a resubmission of a CUP of three staff cottages, we changed the foundation to a pier style and went from 3 dwelling units to 2.
Value of Work (Materials + Labor)
\$104024.00
Applicant Information
Applicant Name
Ryan Regier
Applicant Address
12000 Glacier Hwy
Primary Phone
(907) 500-8787
Secondary Phone
(907) 789-3777
Email
ryan.regier@avmi.org
Owner Information
Owner's Name

Randy Alderfer
Owner's Address
12000 Glacier Hwy
Owner Phone
(907) 789-3777
Contractor Information
Contractor Name (or Owner/Builder)
Same

ID# 104483





(907) 586-0715
 CDD_Admin@juneau.gov
 www.juneau.org/community-development
 155 Heritage Way • Juneau, AK 99801

Case name

Case Number: PAC2024 0001
 Applicant: Eco Ranch Bible Camp
 Property Owner: Gospel Missionary Union Inc.
 Property Address: 40001 Glacier Hwy
 Parcel Code Number: 3B450100041
 Site Size: 155.84 acres
 Zoning: Rural Reserve
 Existing Land Use: Bible Camp

Conference Date: January 17, 2024

Report Issued: January 24, 2024

DISCLAIMER: Pre-application conferences are conducted for the purpose of providing applicants with a preliminary review of a project and timeline. Pre-application conferences are not based on a complete application and are not a guarantee of final project approval.

List of Attendees

Note: Copies of the Pre-Application Conference Report will be emailed, instead of mailed, to participants who have provided their email address below.

Name	Title	Email address
Randy Alderfer	Applicant	echoranchoffice@avmi.org
Emily Suarez/ Ilsa Lund	Planning	Emily.suarez@juneau.gov
Teri Camery	Planning	xxx.xxx@juneau.gov
David Sevdy	Permits	David.Sevdy@juneau.gov
Jeff Hedges	Building	Jeff.Hedges@juneau.gov

Conference Summary

Questions/issues/agreements identified at the conference that weren't identified in the attached reports.

The following is a list of issues, comments and proposed actions, and requested technical submittal items that were discussed at the pre-application conference.

Project Overview

The applicant would like to build three (3) staff cabins that will be used as residences for full-time staff during the summer operational months. The proposal is to build three (3) single-story structures on standard concrete footers and stem wall foundations. According to the applicant, the water for the new structures will be supplied from an existing shallow well system and the wastewater system will be engineered to accommodate the proposed structures.

The lot is located within Special Flood Hazard Area Zone V.

- The wastewater systems must be approved by the Alaska Department of Environmental Conservation, and that the system is sufficient for proposed development. Letter of approval must be submitted to the department [49.35.410(b)(1)(D)].
- A Floodplain Development Permit is required [49.70.400].
- Elevation Certificate for proposed structures.
- New construction and substantial improvements in zones V and VE must be elevated on piling and columns [49.70.400(j)(1)].
- The use of fill for structural support of buildings is prohibited in zones VE and V.

Planning Division

1. **Zoning** – The property is zoned Rural Reserve (RR).
2. **Table of Permissible Uses** – Per 49.25.300, section 21.100, resort/lodge is allowed with an approved Conditional Use Permit.
3. **Subdivision** – N/A
4. **Setbacks** –

Minimum setbacks required	RR
Front yard setback	25 feet
Rear yard setback	25 feet
Side yard setback	15 feet
Street side yard setback	13 feet

5. **Height** –

Maximum height permissible	RR
Permissible uses	45 feet
Accessory uses	45 feet

6. **Access** – The lot does not have direct and practical access. Remote access through Echo Cove boat launch.

7. **Parking & Circulation**– Echo ranch is located on a remote parcel and is not accessible by road. Parking requirements do not apply to the proposed development.
8. **Lot Coverage** – Maximum lot coverage for permissible uses is 10% of lot size and 20% for conditional uses.
9. **Vegetative Coverage** – There are no minimum vegetative cover requirements in the RR zoning district [49.50.300].
10. **Lighting** – Any proposed exterior lighting will be reviewed during the permitting process.
11. **Noise** – Due to the property's remote location, existing and proposed uses are not anticipated to increase the noise levels.
12. **Flood** – The property is within Special Flood Hazard Area Zone V. The 2013 FIRM maps are still in effect for this area and the site does not have a base flood elevation associated with it.

Per 49.70.400, development within the V Special Flood Hazard Area requires a Floodplain Development Permit.



Per 49.70.400(j)(1), new construction and substantial improvements in Zones V and VE must be elevated on piling and columns. The use of fill for structural support of buildings is prohibited.

13. **Hazard/Mass Wasting/Avalanche/Hillside Endorsement** – The site is not within mapped avalanche/landslide hazard areas. However, the site is within Special Flood Hazard Area Zone V.
14. **Wetlands** – If wetlands are discovered in this area, special regulations may apply. CDD will require a wetlands delineation and an ACOE wetland permit application for conformance with the floodplain regulations.
15. **Habitat** – Applicant should check with U.S Fish and Wildlife Service on the presence of eagle nests in the area. The presence of eagle nests may impact construction scheduling.
16. **Plat or Covenant Restrictions** –
17. **Traffic** – N/A.
18. **Nonconforming situations** – (a Nonconforming certificate is required prior to the issuance of a building permit or land use permit)

Building Division

19. **Building** –
20. **Outstanding Permits** –

General Engineering/Public Works

21. **Engineering** –
22. **Drainage** –
23. **Utilities** – (water, power, sewer, etc.)

Fire Marshal

24. **Fire Items/Access** –

Other Applicable Agency Review

25. US Army Corps / DEC (wastewater) / USF&W / F&G / FAA / Corrections...
- 26.

List of required applications

Based upon the information submitted for pre-application review, the following list of applications must be submitted in order for the project to receive a thorough and speedy review.

1. (Add application forms required)
2. (Add notes as necessary)

Additional Submittal Requirements

Submittal of additional information, given the specifics of the development proposal and site, are listed below. These items will be required in order for the application to be determined Counter Complete.

1. A copy of this pre-application conference report.
2. (Add any necessary supporting documents required in the application forms OR that may be useful supporting information)

Exceptions to Submittal Requirements

Submittal requirements that staff has determined **not** to be applicable or **not** required, given the specifics of the development proposal, are listed below. These items will **not** be required in order for the application to be reviewed.

1. (Add any items required with the forms that are not applicable to the Conditional Use application)
- 2.

Fee Estimates

The preliminary plan review fees listed below can be found in the CBJ code section 49.85.

Based upon the project plan submitted for pre-application review, staff has attempted to provide an accurate estimate for the permits and permit fees which will be triggered by your proposal.

1. (List individual permit fees and sign fees)
- 2.

For informational handouts with submittal requirements for development applications, please visit our website at www.juneau.org/community-development.

Submit your Completed Application

You may submit your application(s) online via email to permits@juneau.gov

OR in person with payment made to:

City & Borough of Juneau, Permit Center
230 South Franklin Street
Fourth Floor Marine View Center
Juneau, AK 99801

Phone: (907) 586-0715

Web: www.juneau.org/community-development

Attachments:

- 49.70 Article IV – if in a flood zone
- 49.15.330 – if a Conditional Use Permit



Assessor's Database

Current Owner

GOSPEL MISSIONARY UNION INC
PO BOX 210608, AUKE BAY AK 99821

Parcel #: 3B4501000041 (Map)	Address: 40001 GLACIER HWY	Legal Desc. 1: USS 2925 LT 1	Legal Desc. 2:
Prev. Owner:	Site Value: \$0.00	Building PV: \$0.00	Total PV: \$0.00
Use Code: Commercial Misc	Exempt: Community Purpose	Zoning: Rural Reserve	Tax Year: 2025
No. of Units: 001	Year Built: 0		Gross Liv. Area: 000000 sqft
Garage: No	Garage Area: 000000	Lot Size: 155.00	Last Trans: 00000000
City Water: No	City Sewer: No		
Exempt Land: 0	Exempt Building: 0	Exempt Total: 0	Road/No Road: Off Road

Search the Database

Search the database using the search box below. The field accepts any search parameter (owner's name, address, parcel number, year built, etc.).







Attachment N - 2025 Site Visit Photos









Attachment N - 2025 Site Visit Photos











Attachment N - 2025 Site Visit Photos







Additional Materials

Regular Planning Commission Meeting

Assembly Chambers

7:00pm

Meeting Date: June 24, 2025

1. ARP2025 0001:

- a. Additional Materials: Michael Schuler - Alaska DOT&PF, received 6/10/2025
- b. Additional Materials: Traci Walker, received 6/17/2025

2. Comprehensive Plan Update “Our Juneau, Our Future” Presentation

From: Schuler, Michael K (DOT) <michael.schuler@alaska.gov>
Sent: Tuesday, June 10, 2025 3:08 PM
To: Brandon Robinson <Brandon.Robinson@juneau.gov>
Cc: Irene Gallion <Irene.Gallion@juneau.gov>
Subject: RE: [ARP20250001] Additional Materials Commentary Deadline

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Brandon,

I previously commented on this to someone, but perhaps it was over a phone call. Either way, DOT&PF will require a new driveway access permit for the development due to the change of use, as well as currently the driveway is considered unpermitted as we have no record of it in our files.

Furthermore, it must be noted that no encroachments of any kind will be permitted to be placed in the right of way adjacent the parcel, which includes signage, advertising or other lateral obstructions.

Michael K. Schuler

Property Management Officer
State of Alaska Dept. of Transportation
Southcoast Region

(907) 465-4499 Desk
(907) 419-4510 Mobile

From: thundermtn@gci.net <thundermtn@gci.net>

Sent: Tuesday, June 17, 2025 1:34 PM

To: Brandon Robinson <Brandon.Robinson@juneau.gov>

Cc: TRACI WALKER <thundermtn@gci.net>; cdi@alaska.net <cdi@alaska.net>; 'Toby Lockhart' <toby@homeshorellc.com>

Subject: Response to questions regarding Hilltop

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Hi Brandon,

See attached for our response to your questions regarding Hilltop ARS. I have responded in red.

Please let me know if you have any further questions.

Traci

Dear Brandon,

I have inserted answers to your questions and thoughts in red below. Let me know if you have any further questions.

Traci

Dear Traci Walker,

As I have been working through your Alternative Residential Subdivision Preliminary Plan casework, I have generated a few questions and some thoughts. Please find them noted below:

Questions:

1. Can you confirm the extent to which Thunder Mountain is planning on developing the land/structures as a part of this proposal, ultimately? Is the plan to provide rough-graded lots for developers/homeowners to purchase? Is Thunder Mountain is planning on developing the proposed single-family homes? Both? The Planning Commission will want to know how development constraints will be communicated if the lots are sold.
 - Thunder Mountain at this point will be offering undeveloped lots for sale. As far as the constraints, each buyer will need to adhere to all ARS requirements.
2. Are the spaces around the cul-de-sac in between the dotted line of the pavement and the driveways, and along part of the access road, showing sidewalks? Do you have other pedestrian accommodations? This is a key factor in Commission evaluation.
 - We have not shown a sidewalk and do not believe it is necessary in this location. ARS requirements (49.15.920 (f) (2)) simply state that the access must not “endanger public safety or welfare” and that it “provides for safe pedestrian and vehicular traffic circulation.” With an expected Average Daily Traffic (ADT) of less than 100 and a dead end cul de sac, the traffic will be light and speeds will be low. With a 20-ft paved width under these conditions, vehicles and pedestrians can safely share the access. Note: The Delta Drive ARS did not employ a separated sidewalk, and that subdivision has 3 more lots than the current Hilltop proposal.

3. Is Thunder Mountain planning on having speed-limit signs or anything else that will reduce vehicle/pedestrian conflicts? They are not required, but it would be helpful to the Commission to know if they are being proposed.
 - We are not planning to post a speed-limit sign.

Thoughts:

1. Part of having a non-public access road will be the creation and maintenance of a homeowners' association to provide for any repairs needed for paved surfaces within the subdivision [49.15.920(f)(5)]. Please make sure you have one ready for the final plan approval process as the project continues.
2. You will be required to provide signage for your subdivision as per 49.15.920(n). I am checking with a fellow co-worker on what that signage may need to have on it and what kind of sign it should be. I will get back to you when I have those answers.
 - We would like to name the access "HILLTOP DRIVE" and post a sign near the entrance.

Juneau Comprehensive Plan

Our Juneau, Our Future

Planning Commission Overview

City and Borough of Juneau
Comprehensive Plan Update

June 2025





01

What is a Comprehensive Plan?

What is a Comprehensive Plan?

A 20-year roadmap to
guide growth and
development in Juneau.



OUR JUNEAU
— OUR FUTURE —

What makes a plan comprehensive?

Long Term- looks 20-30 years into the future, sets the policy and investment agenda for the decades to come.

Addresses Broad Interests- covers a wide range of policies and investments - from land use and transportation and economic development to parks, natural areas, and historic resources.

Community-Driven - the community's opportunity to clearly document its values and intentions for the future.



Juneau's last Comprehensive Plan
was adopted **12 years ago** in 2013.

**Regular updates to Comprehensive Plans
help communities respond to changing
community priorities and conditions.**

A lot has changed since the last Comprehensive Plan was adopted.

Natural Hazards



Tourism



State and Federal Policies



Economic Shifts



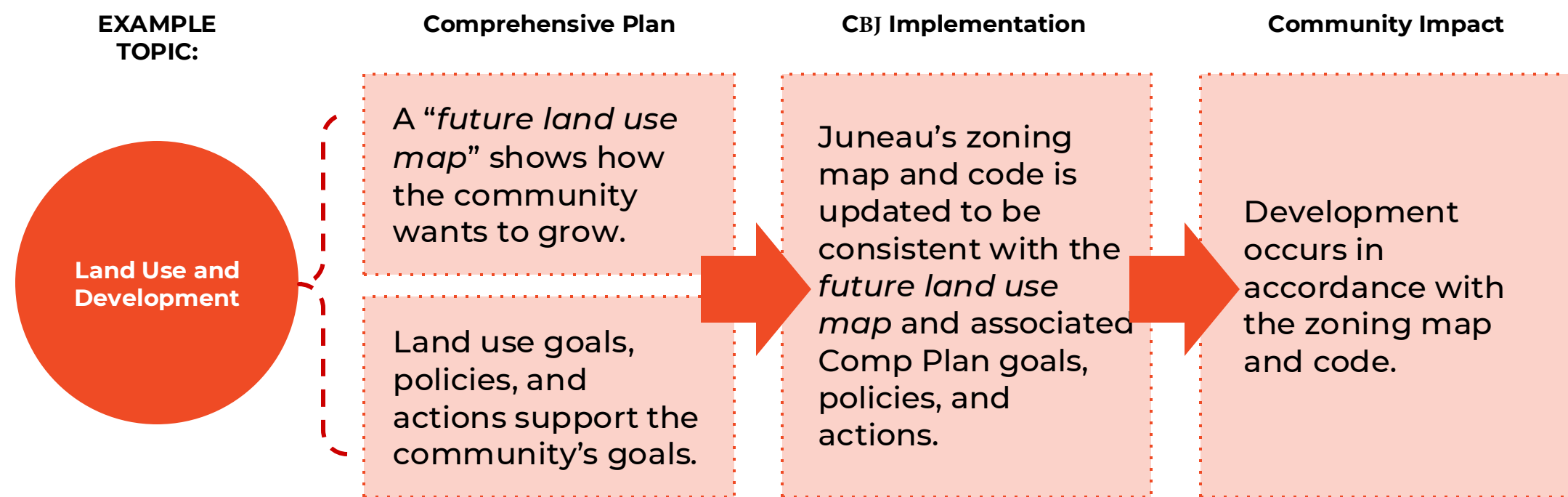
Declining School Enrollment



Aging Population



How do Comprehensive Plans result in real, on-the-ground change?



What makes a good comprehensive plan?

- Detailed assessment of **existing conditions**
- Understanding of **emerging trends**
- Meaningful **public engagement**
- Consideration of **alternatives** (Scenario Planning!)
- Incorporation of **economic realities**
- **Policies** that can actually be **implemented**
- A concise, uncomplicated, and **visually engaging document**



Comprehensive Plan update process will take place in three phases.

Phase 1: Listen and Learn (January to November 2025)

What is this phase about?

- **Raising public awareness** about the Plan, process, and outcomes
- **Research** on existing conditions of CBJ
- **Draft a vision** statement based on community feedback
- **Develop strategies** to address critical drivers of change

How can the community get involved?

- Community Listening Sessions, Focus Groups, and other Public Meetings
- Community Survey
- Advisory Committee (AC) Meetings #1 - 3
- Planning Commission and Assembly Communications

Comprehensive Plan update process will take place in three phases.

Phase 2: Imagining Possibilities (December 2025 to June 2026)

What is this phase about?

- **Develop policy-based scenario concepts** for locations in Juneau
- Ideas for **areas of growth**, with policy concepts
- **Compare scenarios** using “report-cards”

How can the community get involved?

- Regional Choices Game (Public Workshop)
- Scenario Choosing Workshop (Public Meeting) ***note: likely in October, 2025**
- AC Meetings #4 - 8
- Planning Commission and Assembly Communications

Comprehensive Plan update process will take place in three phases.

Phase 3: Developing the Plan (July 2026 to June 2027)

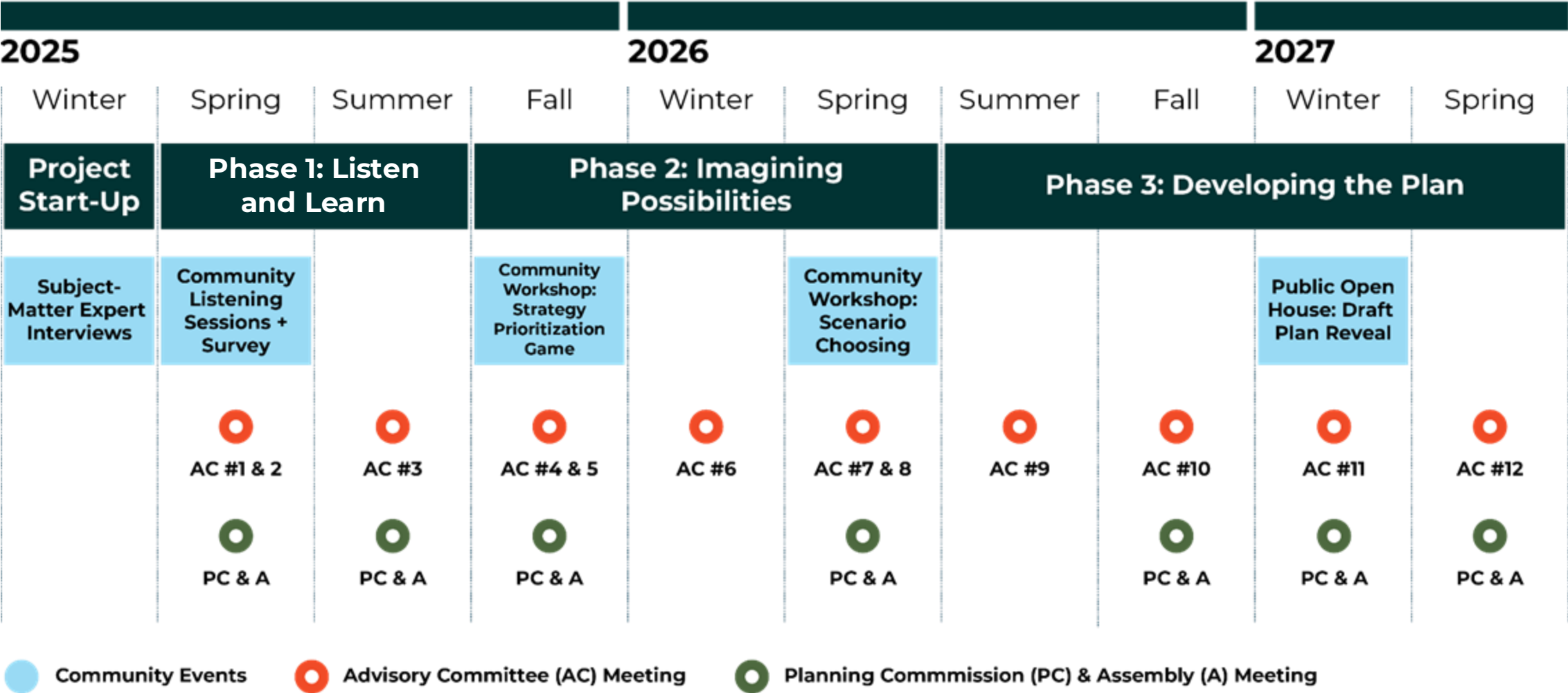
What is this phase about?

- Develop **goals, actions,** and **implementation** matrix
- Develop **draft Comprehensive Plan**
- Prepare final documents with legal language ready for presentation to Planning Commission and Assembly

How can the community get involved?

- Open House (Public Meeting)
- AC Meetings #9-12
- Public Hearing

Project Timeline





02

Planning Commission Roles and Responsibilities

Planning Commissioners will...

- Attend public meetings and events
- Attend Advisory Committee meetings when possible
- Act as "Champions" by sharing project information and soliciting feedback from personal networks
- Review draft plan and public comments
- Recommend action to the Assembly



03

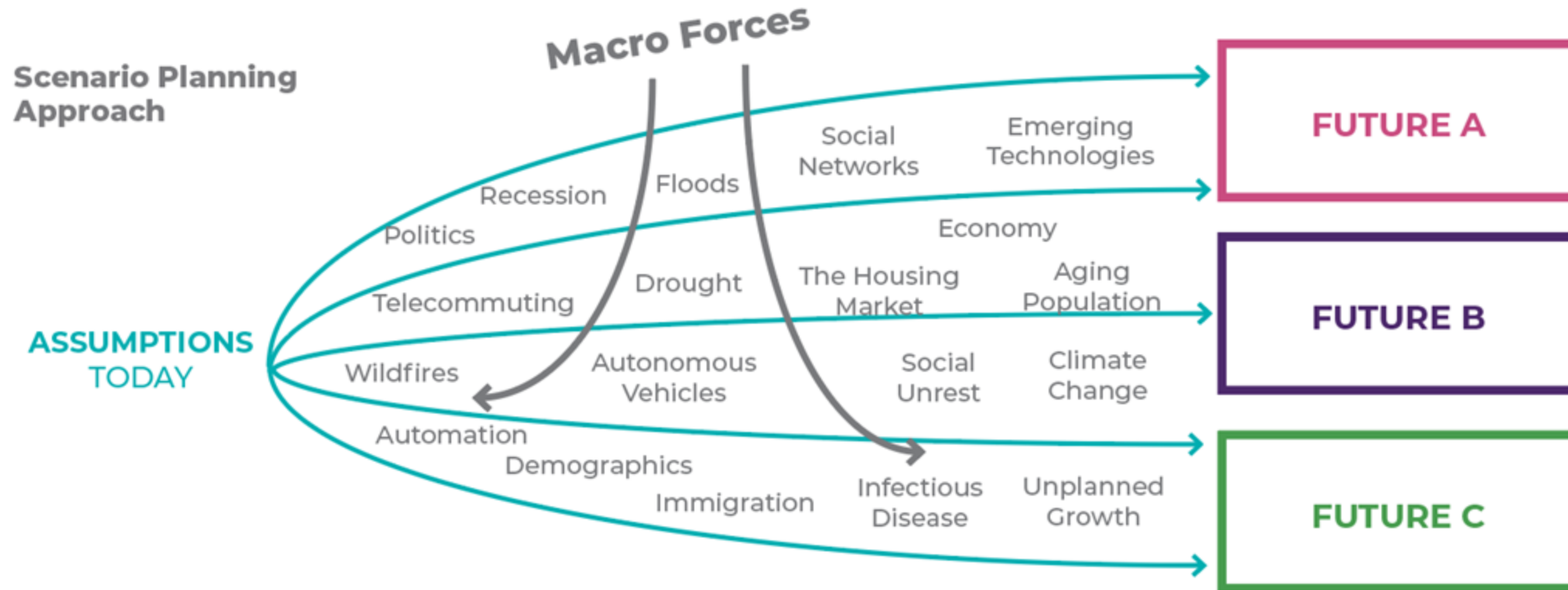
Scenario Planning and “Driving Forces”

The “Traditional” Planning Approach



- Assumes past trends will continue
- Misses emerging trends and uncertainties
- Reduces the useful life of a plan
- Puts communities in a disadvantaged position in the future

The Scenario Planning Approach



Why include scenario planning in a Comprehensive Planning process?



Raises awareness of emerging trends that may impact the community



Minimizes “blind spots” in the plan and increases its useful life



Focuses discussion on policies that will help the community to manage risk



Provides a reference case for what could happen if policies stay as they are

Scenario planning helps address emerging issues like...

Natural Hazards



Tourism



State and Federal Policies



Economic Shifts



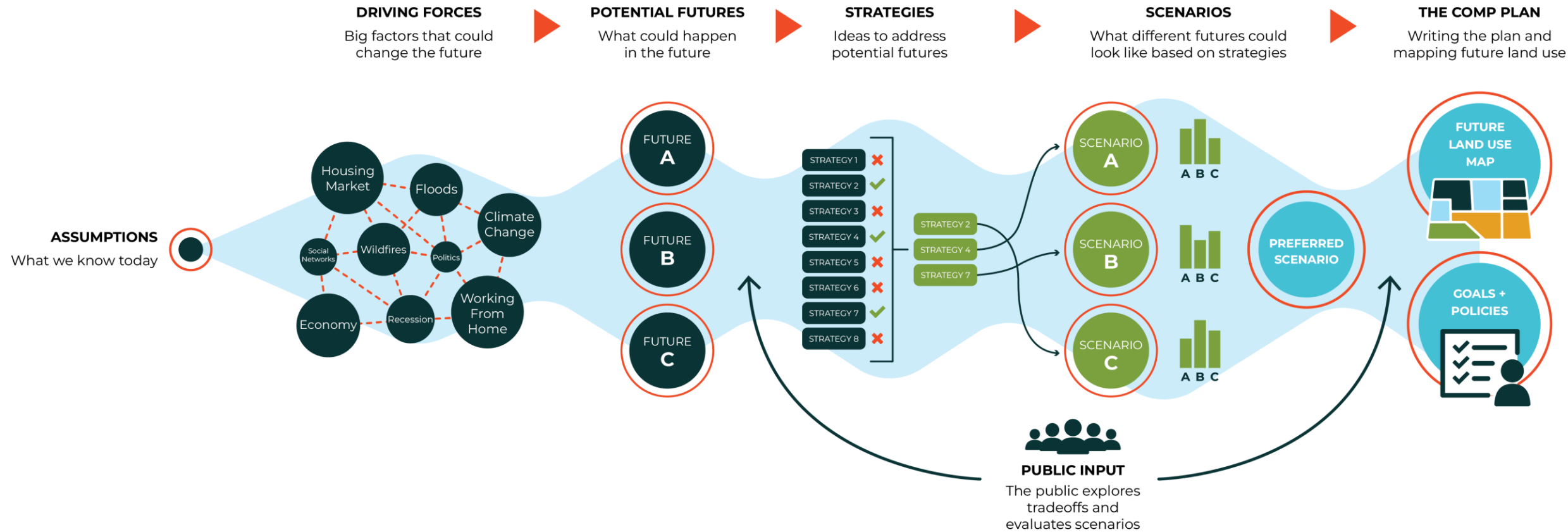
Declining School Enrollment



Aging Population



The Scenario Planning Process



Next Steps:

August 25-28, 2025:

- Student classroom activities
- AK Native community focus group
- Possible Filipino community focus group
- North/West Douglas public meeting
- Advisory Committee meeting
- Possible Planning Commission presentation on public engagement feedback

Late October, 2025:

- Community Workshops: "Strategy Prioritizing" activities
- Advisory Committee meeting
- Possible Planning Commission presentation on draft plan Vision, Guiding Principles