



# ASSEMBLY HUMAN RESOURCES COMMITTEE AGENDA

July 28, 2025 at 6:00 PM

Centennial Hall/Zoom Webinar

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<https://juneau.zoom.us/j/95241164899> or 1-253-215-8782 Webinar ID: 952 4116 4899  
101 Egan Dr. - Centennial Hall

**A. CALL TO ORDER**

**B. 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!*

**C. ROLL CALL**

**D. APPROVAL OF AGENDA**

**E. APPROVAL OF MINUTES**

1. 2025-06-09 Assembly HRC Minutes - Draft
2. 2025-06-23 Full Assembly as HRC Minutes - Draft
3. 2025-07-23 Full Assembly as HRC Minutes - Draft

**F. AGENDA TOPICS**

1. **Historic Resources Advisory Committee (HRAC) Annual Report & Appointment**

**HRAC Annual Report for 2024 - Submitted by HRAC on June 10 , 2025**

**HRAC Appointment**

Per [Ordinance 2025-16](#), the Historic Resources Advisory Committee (HRAC) shall consist of seven (7) members appointed by the Assembly for three-year terms. To the extent possible, committee membership shall consist of archaeologists, historians, architects, people knowledgeable in the customs and language of the Tlingit and Haida people, owners of locally recognized historic property and the general public. HRAC shall meet on an as-needed basis and at least four times annually.

**Current HRAC [Roster](#)**

There is one vacant seat for a term running July 1, 2025 - June 30, 2028 and one application in the HRC packet.

**Suggested Motion:** *I move the Assembly Human Resources Committee forward to the full Assembly for approval, the appointment of \_\_\_\_\_ to a term beginning immediately and ending June 30, 2028 to the Historic Resources Advisory Committee and ask for unanimous consent.*

**2. Local Emergency Planning Committee (LEPC) Appointment**

Per [Resolution 2974](#), the LEPC serves as a community coalition advising staff on emergency management issues, reviews the emergency response plan for CBJ and functions, when necessary, as the Local Emergency Planning Committee under SARA Title III. The Assembly nominates applicants, and final appointments are made by the State Emergency Response Commission.

**Local Emergency Planning Committee - [Current Roster](#)**

Community Group/Seat 9 is up for action with Juneau Animal Rescue/Animal Control Officer Young-Bayer replacing JAR/Animal Control Officer Mazouch.

**Suggested Motion:** *I move the Assembly Human Resources Committee forward to the full Assembly for approval, the recommendation to forward to the State of Alaska Emergency Response Commission the appointment of Thomas Young-Bayer, Community Group Seat 9, for a term beginning immediately and ending December 31, 2027, and ask for unanimous consent.*

**G. STAFF REPORTS**

**H. STANDING COMMITTEE TOPICS-FOR DISCUSSION AS MEETING TIME ALLOWS**

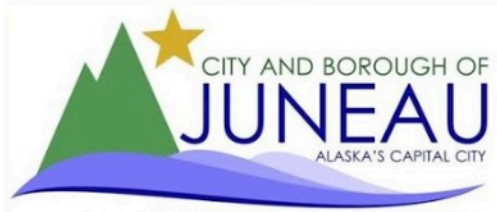
- 1. Review of Boards/Committees: current board legislation, membership numbers/terms, recruitment, and creating diversified boards/committees to better reflect Juneau's population.**
- 2. 2025 Assembly Goal 4a: Adopt a naming policy that acknowledges Juneau's history and indigenous culture.**

**I. COMMITTEE MEMBER COMMENTS**

**J. NEXT MEETING DATE** August 18, 2025 at 5:00 p.m.

**K. 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](mailto:city.clerk@juneau.gov).



## ASSEMBLY MINUTES

June 9, 2025 at 6:00 PM

Assembly Chambers/Zoom Webinar

<https://juneau.zoom.us/j/95241164899> or 1-253-215-8782 Webinar ID: 952 4116 4899

155 Heritage Way - Assembly Chambers

### A. CALL TO ORDER

*Chair Adkison called the Assembly Human Resources Committee meeting to order in the Assembly Chambers and via Zoom at 6:01 p.m.*

### B. 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!*

*Read by Assemblymember Steininger*

### C. ROLL CALL

**Present:** Chair Ella Adkison, Wade Bryson, Neil Steininger, and Maureen Hall

**Absent:** None

**Staff/Others Present:** Deputy City Clerk Di Cathcart, City Attorney Emily Wright, City Clerk Beth McEwen, Deputy City Attorney Robert Barr, and Meeting Tech Kevin Allen

### D. APPROVAL OF AGENDA

*Agenda approved as presented.*

### E. APPROVAL OF MINUTES

*Minutes approved as presented.*

1. **May 19, 2025 Assembly HRC Meeting Minutes - Draft**

### F. AGENDA TOPICS

1. **Parks & Recreation Advisory Committee (PRAC) Appointment**

Per [Ordinance 2022-64\(b\)\(am\)](#) members shall be appointed by the Assembly. Members shall be appointed to staggered three-year terms. A new member shall be seated upon appointment and serve until their term ends or until their successor is

appointed. The PRAC shall advise the Assembly regarding all Parks and Recreation Department managed lands, facilities, and services including, but not limited to, the Treadwell Arena, the Aquatics Facilities, and the Jensen-Olson Arboretum.

**Current PRAC [Roster](#)**

There is one vacant seat for an unexpired term beginning immediately and ending April 30, 2026 and one applicant for that seat.

**Suggested Motion:** I move the Assembly Human Resources Committee forward to the full Assembly for approval, the appointment of \_\_\_\_\_ to an unexpired term beginning immediately and ending April 30, 2026 to the Parks and Recreation Advisory Committee and ask for unanimous consent.

**MOTION:** by Mr. Steininger that the Assembly Human Resources Committee forward to the full Assembly for approval the appointment of **Susan Crandall** to the Parks and Recreation Advisory Committee for an unexpired term beginning immediately and ending April 30, 2026, and asked for unanimous consent. *Hearing no objection, motion passed.*

**2. Ordinance 2025-17 Building Code Advisory Committee & Building Code Board of Appeals Dissolution**

**MOTION:** by Ms. Hall to forward Ordinance 2025-17 Building Code Advisory Committee & Building Code Board of Appeals Dissolution to the full Assembly for action and asked for unanimous consent. *Hearing no objection, motion passed.*

**G. STAFF REPORTS**

Deputy Clerk Cathcart updated HRC members on the number of applicants for the Empowered Boards with terms coming due as of June 30, 2025. There are enough Docks & Harbors Board and Planning Commission applicants to move forward with the full Assembly sitting as the Assembly Human Resources Committee on Monday, June 23 to interview those applicants. HRC members decided to extend the application period for the Airport and Eaglecrest Boards. Currently, the Airport Board has 5 board seats that require action and only 3 applicants. The Eaglecrest Board has 3 board seats up for action and only 2 applicants. The committee will look at late July to hold interviews for the Airport and Eaglecrest Boards.

**H. STANDING COMMITTEE TOPICS-FOR DISCUSSION AS MEETING TIME ALLOWS**

- 1. Review of Boards/Committees: current board legislation, membership numbers/terms, recruitment, and creating diversified boards/committees to better reflect Juneau's population.**  
**2025 Assembly Goal 4a: Adopt a naming policy that acknowledges Juneau's history and indigenous culture.**

**I. COMMITTEE MEMBER COMMENTS**

**J. NEXT MEETING DATE July 28, 2025**

June 23, 2025, at 5:30pm via Zoom - Full Assembly as HRC for Empowered Board Interviews.

**K. SUPPLEMENTAL MATERIALS**

**L. ADJOURNMENT**

*There being no further business to come before the HRC, meeting adjourned at 6:21 p.m.*



<https://juneau.zoom.us/j/95241164899> or 1-253-215-8782 Webinar ID: 952 4116 4899

**A. CALL TO ORDER/ROLL CALL** Chair Adkison called the Full Assembly sitting as the Human Resources Committee to order at 5:33 p.m. via Zoom.

**Assemblymembers Present:** HRC Chair Ella Adkison, Mayor Beth Weldon, Deputy Mayor Greg Smith, Wade Bryson, Alicia Hughes-Skandijs, Christine Woll, Paul Kelly, and Neil Steininger

**Assemblymembers Absent:** Maureen Hall

**Staff Present:** Deputy Municipal Clerk Di Cathcart

**Others In Attendee Mode:** Incoming Municipal Clerk Breckan Hendricks, Port Director Carl Uchytel, Harbormaster Matt Creswell, Journalist Mark Sabbatini, and Journalist Natalie Buttner

**B. APPROVAL OF AGENDA** – Agenda approved as presented.

**C. AGENDA TOPICS**

**1. Planning Commission Interviews**

Per CBJ 49.10.110, the nine members of the commission shall be residents of the CBJ and may be paid an honorarium. Members of the commission shall be appointed by the assembly to staggered three-year terms.

**There is one vacant seat for an unexpired term beginning immediately and ending December 31, 2027.**

**Interview Time                      Planning Commission Applicants**

5:35pm	Stephanie Banua
5:45pm	Nathaniel 'Nano' Brooks
5:55pm	Karinne Wiebold
6:05pm	Larry Gamez

Four applicants were considered for the vacant Planning Commission seat for a term beginning immediately and ending December 31, 2027. After interviewing the applicants, the HRC recessed into executive session per a motion by Mr. Bryson at 7:32 p.m. and reconvened into open meeting session at 8:30 p.m.

**MOTION:** by Mayor Weldon for the Assembly Human Resources Committee to recommend to the Assembly the appointment of **Larry Gamez** to an unexpired seat on the Planning Commission for a term beginning immediately and ending December 31, 2027 and asked for unanimous consent. ***Hearing no objection, motion passed.***

**2. Docks & Harbors Board Interviews**

Per CBJ Code 85.02.010, the Docks & Harbors Board is a nine-member board appointed by the Assembly to serve without compensation for staggered three-year terms. To the extent possible, appointments to the board shall include persons having marine, engineering, financial, or other skills relevant to port and harbor matters.

There are three seats up for action with terms running from July 1, 2025 to June 30, 2028.

<u>Interview Time</u>	<u>Docks &amp; Harbors Board Applicants</u>
6:20pm	Annette Smith - Incumbent
6:30pm	Karl Leis
6:40pm	James McCants
6:50pm	Shane Krause – meeting conflict, unable to attend
7:00pm	Robert Horchover
7:10pm	Mark Ridgway
7:20pm	Robie Janes
No Time	Jake Ritter - working remotely, unable to attend

Eight applicants were considered for the three seats with terms beginning July 1, 2025, and ending June 30, 2028. After interviewing the applicants, the HRC recessed into executive session per a motion by Mr. Bryson at 7:32 p.m. and reconvened into open meeting session at 8:28 p.m.

**MOTION:** by Mayor Weldon for the Assembly Human Resources Committee to recommend to the Assembly the reappointment **Annette Smith** and the appointment of **Robert Horchover** and **Mark Ridgway** to the Docks & Harbors Board for terms beginning July 1, 2025, and ending June 30, 2028, and asked for unanimous consent. *Hearing no objection, motion passed.*

**D. EXECUTIVE SESSION**

The HRC recessed into executive session, per a motion by Mr. Bryson at 7:32 p.m., and reconvened into open meeting session at 8:28 p.m. in order to make a recommendation for appointments to the Planning Commission and Docks & Harbors Board.

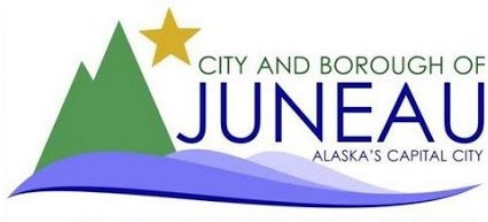
**1. Motion to Move Into Executive Session**

**MOTION:** by Mr. Bryson that the Assembly Human Resources Committee recess into executive session to discuss matters which may tend to prejudice the reputation or character of any person, specifically to deliberate on the qualifications of applicants and asked for unanimous consent. **Hearing no objection, motion passed.** Mr. Bryson brought the HRC back into open session at 8:28 p.m.

**E. SUPPLEMENTAL MATERIALS – None**

**F. ADJOURNMENT**

There being no further business to come before the committee meeting adjourned at 8:30 p.m.



**FULL ASSEMBLY AS THE HUMAN RESOURCES  
COMMITTEE  
DRAFT - MINUTES**

July 23, 2025 at 5:30 PM

Zoom Webinar Only

<https://juneau.zoom.us/j/95241164899> or 1-253-215-8782 Webinar ID: 952 4116 4899

- A. **CALL TO ORDER** Chair Adkison called the Full Assembly sitting as the Human Resources Committee to order via Zoom at 5:31 p.m.
  
- B. **ROLL CALL**  
**Assemblymembers Present:** HRC Chair Ella Adkison, Mayor Beth Weldon, Deputy Mayor Greg Smith, Wade Bryson, Alicia Hughes-Skandijs, Christine Woll, Paul Kelly, Neil Steininger, and Maureen Hall  
**Assemblymembers Absent:** None  
**Staff Present:** Deputy Municipal Clerk Di Cathcart  
**Others In Attendee Mode:** several members of the public listened in

C. **APPROVAL OF AGENDA** - Agenda approved as presented.

D. **AGENDA TOPICS**

1. **Airport Board Interviews**

Per CBJ Code [05.01.010\(b\)](#), the Juneau International Airport Board consists of seven members appointed by the Assembly to serve without compensation for staggered three-year terms. No more than three members of the airport board may be a tenant under a lease with the airport, including a subtenant and an officer or employee of a tenant under lease with the airport. However, the Assembly—by resolution—and for good cause—may temporarily waive the three-tenant rule and appoint a fourth tenant.

**The following is a breakdown of terms for the Airport Board Seats up for action:**

3 seats for full-terms (7/1/2025-6/30/2028)

1 seat for an unexpired term (7/1/2025-6/30/2026)

1 seat for an unexpired term (7/1/2025-6/30/2027)

**Interview Time**

**Applicant**

5:35pm

Yvette 'Eve' Soutiere - incumbent

5:45pm

Kelvin Shing

5:55pm

Jeff Redmond

6:05pm

Angela Rodell - interim incumbent

6:15pm

Nolan Davis

**CURRENT AIRPORT BOARD [ROSTER](#)**

Five applicants were considered for the various Airport Board seats up for action. After interviewing the applicants, the HRC recessed into executive session per a motion by Mr. Bryson at 7:46 p.m. and reconvened into open meeting session by a motion from Mr. Kelly at 8:54 p.m.

**MOTION:** by Mayor Weldon for the Assembly Human Resources Committee to recommend to the Assembly the reappointment of Yvette 'Eve' Soutiere and Angela Rodell to full terms beginning July 1, 2025 and ending June 30, 2028 and the appointment of Jeff Redmond to the one-year term beginning immediately and ending June 30, 2026 and the appointment of Nolan Davis to the Airport Tenant Liaison seat for a term beginning immediately and ending June 30, 2026 all to the Airport Board and asked for unanimous consent. *Hearing no objection, motion passed.*

#### ASSEMBLY 5-MINUTE BREAK BETWEEN BOARD INTERVIEWS

### 2. Eaglecrest Ski Area Board Interviews

Per CBJ Code [67.05.010](#), the Eaglecrest Board consists of seven members appointed by the Assembly to serve without compensation for staggered three-year terms. No board member, or member of a board member's immediate family or household, may be employed by the Eaglecrest ski area.

**There are three seats up for action with full-terms running July 1, 2025, to June 30, 2028.**

<u>Interview Time</u>	<u>Applicant</u>
6:30pm	Brandon Cullum - Incumbent
6:40pm	Sean O'Neill
6:50pm	Thor Lindstam
7:00pm	Deborah Craig
7:10pm	Matt Catterson
7:20pm	Craig Brown
7:30pm	Wayne Stevens
No Time	Jim Calvin - traveling w/ no connectivity

#### EAGLECREST BOARD CURRENT [ROSTER](#)

Eight applicants were considered for the three Eaglecrest Ski Area Board seats up for action. One applicant withdrew from consideration and one applicant was traveling and unable to connect to the meeting. After interviewing six of the eight applicants, the HRC recessed into executive session per a motion by Mr. Bryson at 7:46 p.m. and reconvened into open meeting session at 8:30 p.m.

**MOTION:** by Mayor Weldon for the Assembly Human Resources Committee to recommend to the Assembly the reappointment of Brandon Cullum and the appointments of Wayne Stevens and Jim Calvin all to full terms on the Eaglecrest Ski Area Board

beginning immediately and running through June 30, 2028, and asked for unanimous consent. *Hearing no objection, motion passed.*

**E. EXECUTIVE SESSION**

The HRC recessed into executive session, per a motion by Mr. Bryson at 7:46 p.m., and reconvened into open meeting session, per a motion by Mr. Kelly at 8:54 p.m. In order to make a recommendation to the Assembly for appointments to the Airport Board and Eaglecrest Ski Area Board.

**1. Motion to Move Into Executive Session**

**MOTION:** by Mr. Bryson that the Assembly Human Resources Committee recess into executive session to discuss matters which may tend to prejudice the reputation or character of any person, specifically to deliberate on the qualifications of applicants and asked for unanimous consent. *Hearing no objection, motion passed.*

**MOTION:** by Mr. Kelly to reconvene into open session at 8:54 p.m. and asked for unanimous consent. *Hearing no objection, motion passed.*

**F. ADJOURNMENT**

There being no further business to come before the committee meeting adjourned at 8:56 p.m.



**CBJ Historic Resources Committee**

# **ANNUAL REPORT**

**2024**



## **City and Borough of Juneau, Alaska Historic Resources Advisory Committee**

Subject: Historic Resources Advisory Committee – 2024 Annual Report

Honorable Mayor Weldon and Assembly Members,

Historic preservation is an important element of a community's character, identity, and viability. Juneau, for many years, has been a leader in historic preservation efforts throughout Alaska. As the State Capital, it is appropriate for Juneau to be a model for the rest of the state for responsible preservation of its historic and cultural resources.

In 2024 the CBJ Community Development Department (liaison department to HRAC) indicated it no longer had staffing to pursue historic preservation activities such as surveys, inventories, enforcement of historic preservation standards, community education, and other related activities. CDD will continue to advertise and record meetings of HRAC.

Juneau's cruise ship arrivals for 2024 resulted in nearly 1.7 million cruise ship passengers arriving in the port. Many of these passengers spend time walking through Juneau's Downtown Historic District and adjacent neighborhoods, often frequenting local shops, restaurants, and attractions. Preservation of the local history and culture provide attractive experiences for locals and visitors.

Members of the Historic Resources Advisory Committee are a diverse group of citizen volunteers appointed by the Assembly who recognize the value of historic preservation for the community. The committee takes its advisory role seriously in reviewing historic preservation activities and issues. Members work to support historic preservation to the best of their ability and in the best interests of the community.

The Historic Resources Advisory Committee is pleased to present its Annual Report for 2024.

Respectively,

Juneau Historic Resources Advisory Committee

### INTRODUCTION

The history of a community contributes to its personality. Preserving the historic and cultural resources of a place retains a community’s unique character. Historic preservation provides a link to the roots of the community and its people by preserving and protecting buildings, structures, objects, landscapes, or other artifacts of historical significance. Historic preservation provides a direct connection to a community’s past and communicates the past to future generations.

Historic preservation provides economic development opportunities by promoting heritage tourism; creating jobs through rehabilitation and adaptive reuse of historic buildings; and enhancing neighborhood character thereby maintaining property values.

Preservation helps promote sustainability through adaptive reuse of existing buildings therefore reducing consumption of resources and materials; creating less waste for our landfills; and consuming less energy than demolishing and rebuilding new buildings. Carl Elefante, Architect, sums up this philosophy: “The greenest building is the one that’s already built.”

Overall, historic preservation adds to the quality of life making for a more livable community.

### HISTORIC RESOURCES ADVISORY COMMITTEE (HRAC)

HRAC is an Assembly appointed citizen committee established in the Land Use Ordinance (Title 49.10.410) and entrusted with the following duties:

- Reviewing and making recommendations about local projects that might affect properties identified in the local Historic Preservation Plan.
- Reviewing and developing nominations to the National Register of Historic Places for properties within CBJ.
- Cooperating and consulting with the Assembly, the Historic District Commission, the Community Development Department, and the State Historic Commission on matters concerning historical districts and historic, prehistoric, and archaeological preservation in the City and Borough.
- Reviewing and making recommendations about the collections, exhibitions, education programs, long-range plans, and other pertinent activities of the Juneau-Douglas City Museum.
- Performing other actions which are necessary and proper to carry out the above duties.

In 2024, HRAC was comprised of the following members with their area of interest or expertise:

- Chair: Zane Jones – Architect (term ended May 31, 2024)
- Vice Chair (Jan-May): Shannon Crossley – Architectural Historian
- Acting Chair (Jun-Sept): Shannon Crossley – Architectural Historian
- Chair (Oct-Dec): Gary Gillette – Historical Architect
- Vice Chair (Oct-Dec): Dorene Lorenz – General Public
- Recorder (Jan-Aug): Eric Moots – General Public (term ended August 31, 2024)
- Recorder (Oct-Dec): Shannon Crossley – Architectural Historian
- Member: Steve Winker- General Public
- Member: Don Harris – Owner of Historic Property and Familiar with the Operations and Issues of the Juneau-Douglas City Museum (term ended August 31, 2024)
- Member: Chuck Smythe - Knowledgeable of Customs and Language of Tlingit and Haida people (term ended August 31, 2024)
- Member: Jerick Hope-Lang – Knowledgeable of Customs and Language of Tlingit and Haida people

CBJ Community Development Department (CDD) provides liaison staff to HRAC. In 2024 there were some changes to staffing at CDD resulting in the following staff members who attended the meetings at various times of the year: Forrest Courtney, Planner and Scott Ciambor, Planning Manager.

Beth Weigel, Director provided liaison staff on behalf of the Juneau-Douglas City Museum (JDCM).

HRAC is scheduled to meet on the first Wednesday of every month except July. In 2024 some meetings were rescheduled due to lack of quorum or CDD staff unavailability. Other meetings were added to accommodate schedules of members, staff, and project developers. In 2024 HRAC met a total of twelve times including an annual retreat. HRAC member attendance record is attached at the end of the report at Appendix A. Meeting agendas and minutes are attached at the end of this report at Appendix B.

**JUNEAU’S HISTORIC PRESERVATION PLANS**

The City and Borough of Juneau has two areawide plans that support preservation of the community’s historic resources:

- Chapter 16 of the Comprehensive Plan adopted in 2013 has the following policies regarding historic preservation:
  - Policy 16.1. To identify, preserve and protect Juneau’s diverse historic and cultural resources, and to promote historic preservation and accurately represent Juneau’s unique heritage through publications, outreach, and heritage tourism.
  - Policy 16.2. To identify historic resources within the CBJ and to take appropriate measures to document and preserve these resources.
  - Policy 16.3. To increase public awareness of the value and importance of Juneau’s archaeological and historic resources, and to educate, encourage, and assist the public in preserving heritage and recognizing the value of historic preservation.
  - Policy 16.4. To preserve and protect the unique culture of Juneau’s native peoples, including buildings, sites, artifacts, totems, traditions, lifestyles, languages, and histories.
  - Policy 16.5. To promote responsible heritage tourism that accurately represents Juneau’s unique history, while protecting the resources from overuse or harm.
- The City and Borough of Juneau’s Historic and Cultural Preservation Plan was adopted in 2020 to further the policies of the Comprehensive Plan regarding historic preservation.
- The *Draft* Blueprint Downtown Plan, currently under public review, recognizes the value of historic preservation, stating:
 

“Juneau’s unique history and heritage is an asset worthy of investment. These assets attract tourists, shoppers, businesses, and residents. Over the years, many historic buildings have been lost, making those that remain even more important if downtown is to keep a link to its past. Designated historic landmarks and the centrally located Downtown Historic District are invaluable cultural resources that can contribute substantially to downtown’s economic vitality and identity.”

### **LOCAL PRESERVATION ORDINANCES**

CBJ’s Land Use Code provides direction for historic preservation activities as follows:

- Title 49.10.410 - Establishes the Historic Resources Advisory Committee
- Title 49.75.220 - Authorizes the Planning Commission to enact historic district design review standards.
- Chapter 04 CBJAC 080.080 - Sets forth the Downtown Historic District Design Standards and Guidelines.
- No new preservation ordinances were adopted in 2024.

### **HRAC 2024 GOALS**

HRAC developed a list of goals to promote historic preservation of Juneau’s historic and cultural resources as listed here:

- Apply for CLG Grant projects to continue surveying historic neighborhoods.
- Promote Façade improvement grant program.
- Investigate loans for converting upper floors to residential in historic structures.
- Send liaison to Main Street training (networked with Downtown Business Association).
- Work with the sustainability commission on promoting historic preservation through maintaining existing structures instead of new construction.
- Nominate the Juneau Townsite district to the National Register of Historic Places.
- Identify and interpret Juneau’s historic shoreline.
- Consider amending the historic district guidelines to recognize native Alaskan style in the downtown historic district.

### **THE STATE OF JUNEAU’S HISTORIC RESOURCES**

Juneau possesses a wealth of historic resources. It is in the best interest of the community to identify and preserve these artifacts, structures, and sites, which contribute to the historic and cultural diversity of the community. Current documentation lists over 500 buildings that were built before or during the first quarter of the 20th century. Significant numbers of additional sites, structures, and landscapes, await documentation. These resources are part of the community’s heritage, and their identification and preservation are paramount in maintaining the community’s sense of place in the 21st century.

- HRAC continued to hear public testimony regarding the state of planning and historic property analysis of the Telephone Hill site. Those testifying at the meetings were in favor of preserving the historic buildings and landscape of Telephone Hill.
- The issue of on-going deterioration of historic cemeteries in Douglas was discussed by HRAC in 2024. The Assembly requested letters of interest from community groups to provide maintenance of Douglas cemeteries with the possibility of a monetary stipend to the group ultimately accepted by the Assembly. HRAC has not heard any update on this proposal to date.

**SURVEY AND INVENTORY ACTIVITIES**

No survey or inventory projects occurred in 2024.

**PRESERVATION PROJECT REVIEWS**

Downtown Historic District Project Reviews:

- 139 S. Franklin Street. The proposed activity was to install temporary buildings for a seasonal food court on a vacant parcel. The project was presented as a temporary use until funding is available for a permanent building or structure. HRAC determined that due to the nature of the project it did not meet the standards but was appropriate as a temporary use. HRAC stipulated that sign permits shall be obtained by the developer under the provisions of the sign ordinance.
- 139 S. Franklin Street. The proposed project was to construct a permanent gazebo structure on the site of the food cart. The applicant indicated the structure would likely be removed when a permanent building is constructed in the future. HRAC recommended a permit for the gazebo structure for a period of ten years.
- 123 Seward Street. The proposed activity was primarily interior work to convert office space to residential. HRAC reviewed the project and determined the proposed work was appropriate for this non-contributing property in the Downtown Historic District.
- 455 S. Franklin Street. The proposed project was to revise the storefront of the building to accommodate new doorways and some changes to other storefront details. Because considerable changes to the storefront had occurred in the past it was determined the building had lost much of its historic integrity. HRAC determined the proposed changes would improve on the past renovations and be consistent with the historic district standards and guidelines.

Section 106 of the National Historic Preservation Act Reviews:

- 230 S. Franklin Street. HRAC was asked to review a proposal to install G5 antennae on the roof of the Marine View Building. The antennae were in addition to or replacement of existing antennae. HRAC determined the project was appropriate and in compliance with Section 106 of the National Historic Preservation Act.

**NATIONAL REGISTER OF HISTORIC PLACES**

At the conclusion of the Juneau Townsite Survey and Inventory it was intended to apply for a Certified Local Government (CLG) matching grant to nominate the Juneau Townsite to the National Register of Historic Places. However, CDD Staff informed HRAC it would not be able to provide grant application or administration or other participation for the nomination process. Typically, CDD Staff time is used as part of CBJ’s match for such grants.

HRAC did not propose nor review any new nominations to the National Register of Historic Places in 2024.

## MISCELLANEOUS PRESERVATION ACTIVITIES

- CBJ request for State funding: HRAC was asked by CBJ Engineering to review and comment on the annual funding request to the State. Two projects were deemed appropriate for HRAC's review: New Waterfront Museum and Telephone Hill Redevelopment. The committee strongly recommended funding support for the New Waterfront Museum. The committee recommended removal of the provision to demolish the historic buildings on Telephone Hill until such time that a full assessment of the buildings is undertaken, and a comprehensive redevelopment plan is completed.
- Marine Passenger Fees: HRAC responded to the Tourism Manager's request for MPF funding for FY2026. The committee discussed several possible projects and forwarded a letter to the Tourism Manager recommending use of funds for wayfinding signage identifying indigenous places in the downtown area. The committee also recommended the design and construction of a gateway structure that directs locals and visitors to the Downtown Historic District.
- Sentinel Island Lighthouse: Gary Gillette, President of the Gastineau Channel Historical Society, presented to HRAC information about preservation work set to occur at the lighthouse. The preservation work is being funded through two 50/50 matching grants. One grant is from the National Park Service's Maritime Heritage Preservation program and will perform repairs and paint the lighthouse building. The other grant is through the Alaska Office of History and Archaeology's Historic Preservation Fund and will perform repairs to the Blacksmith Shop and Hoist House – two support buildings at Sentinel Island.
- The Juneau Douglas City Museum received an artifact donation from Paul Sargent Jr. who worked for PTI on telephone upgrades at the Alaskan Hotel in the 1970s. The object is a WE 555 PBX Cord Switchboard. JDCM Curator, Dara Lohnes-Davies, spent time cleaning it by removing dirt, dust, and cobwebs from the interior and exterior. The object is now part of the museum's collection.

## PRESERVATION EDUCATION AND OUTREACH

In 2024, the Juneau Douglas City Museum offered historical presentations, walking tours, lectures, and exhibits as contained in the following table.

<b>Program Type</b>	<b>Total # Of Programs</b>	<b>Total # of Attendees</b>	<b>NOTES</b>
Education Tours	17	399	UAS & JSD students Juneau Christian School Theater Students from Philadelphia Statewide Middle & high school students Travel Juneau staff & Volunteers Students from Whitehorse Girl Scout Troupe SHI Teacher Training Program Rainforest Recovery
Events & Workshops	21	2,081	First Friday Artist Workshops Travel Fair Tour Guide Orientation Volunteer Appreciation
Walking Tours	194	1,772	Alaska Capitol Building Tours (197) Historic Downtown Juneau Tours (40) Treadwell Tours (2) True Crime Tours (3) Evergreen Cemetery Tour (3) Geology Tour (4) Capitol Tour for New Legislators (2)
Other Programs	5	351	Walter Soboleff Day Elizabeth Peratrovich Day Patsy Ann Memorial Birthday Event Poetry Reading Group Solo Artist Talks Month of Play
<b>TOTALS</b>	<b>237</b>	<b>4,603</b>	

**APPENDIX A**

HRAC Meeting Attendance Record

**JUNEAU HISTORIC RESOURCES ADVISORY COMMITTEE - ATTENDANCE RECORD**

**January 2024 - December 2024**

	Member Type	January 10	January 10 - Retreat	February 22	March 6	March 20 - Special	April 3	May 1	May 22	August 7	October 2	November 6	December 4	Total Possible Meetings	Total Meetings Attended	Percentage Attended	Notes
Zane Jones	Chair	X	X	X	X		X	X	NA	NA	NA	NA	NA	7	6	86%	Term Ended 5/30/24
Shannon Crossley	Vice Chair			X	X	X		X	X	X	X	X	X	12	9	75%	
Eric Moots	Recorder	X	X	X			X			X	NA	NA	NA	9	5	56%	Term Ended 8/31/24
Steve Winker	Member			X	X	X	X	X	X	X	X	X	X	12	10	83%	
Don Harris	Member			X	X		X				NA	NA	NA	9	3	33%	Term Ended 8/31/24
Gary Gillette	Member	X	X	X	X	X	X	X	X	X	X		X	12	11	92%	
Jerick Hope-Lang	Member	X	X	X	X	X	X		X			X		12	8	67%	
Dorene Lorenz	Member	X	X	X	X	X	X	X		X	X	X	X	12	11	92%	
Chuck Smythe	Member	X	X	X	X	X	X		X		NA	NA	NA	9	7	78%	Term Ended 9/30/24
Cheryl Jebe	Member	NA	NA	NA	NA	NA	NA	NA	NA	NA	X	X	X	3	3	100%	Term Began 10/1/24
Robyn Brenner	Member	NA	NA	NA	NA	NA	NA	NA	NA	NA	X	X		3	2	67%	Term Began 10/1/24

X = Present at Meeting

CXL = Meeting Cancelled

NA = Not a Member

Note: Per HRAC bylaws the committee typically does not meet during the month of July.

Note: In June and September the committee did not meet due to extra meetings in other months.

**APPENDIX B**

HRAC Meeting Agendas and Minutes



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

## **Historic Resources Advisory Committee Agenda**

January 10, 2024 at 5:00pm

City Hall Conference Room 224

### **MEETING MINUTES**

#### **A. CALL TO ORDER**

Chair Jones called the meeting to order at 5:01 PM.

#### **B. LAND ACKNOWLEDGEMENT**

We acknowledge the Áak'w K̄waan and T'aaku' K̄waan as the original owners and inhabitants of the City & Borough of Juneau. We are grateful to be here in your ancestral homeland as we come to you from areas of Alaska and beyond. We are thankful that you have permitted us to live here and make this land our home. Gunalchéesh.

#### **C. ROLL CALL**

Committee Members Present: Zane Jones, Eric Moots, Chuck Smythe, Gary Gillette, and Dorene Lorenz.

Committee members present via zoom: Jerrick Hope-Lang.

Committee members absent: Shannon Crossley, Don Harris, and Steve Winker

Staff present: Forrest Courtney, CDD Planner

Members of the public present: Skip Gray, Tony Tengs, and Joshua Adams.

#### **D. APPROVAL OF AGENDA**

Chair Jones motioned that the agenda be approved with no additions, Ms. Lorenz seconded the motion. Motion approved. 6-0 .

#### **E. APPROVAL OF MINUTES**

1. 12.06.2023 HRAC draft minutes

Mr. Gillette motioned to approve the minutes with the corrected spelling of Ms. Lorenz's name from the December 6, 2023, HRAC meeting; Ms. Lorenz seconded the motion. Motion approved. 6-0.

#### **F. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

Mr. Gray, Mr. Tengs, and Mr. Adams provided public testimony.

#### **G. AGENDA TOPICS**

##### **2. Old Business:**

1. DIA Invitation – Chair Zane updated the committee on his progress in communicating with a representative of DIA. No action taken.
2. Douglas Cemeteries Letter – The committee continued to discuss their support of CBJ assuming responsibility for cemetery maintenance. No action taken.



## COMMUNITY DEVELOPMENT

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**H. STAFF REPORT** – Mr. Courtney introduced the two new voting members of the advisory committee, Mr. Hope-Lang and Mr. Winker.

### **I. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS**

**J. NEXT MEETING DATE** – February 7, 2024

### **K. ADJOURNMENT**

Mr. Moots motioned that the committee at 5:44 PM adjourn the January 10, 2023, HRAC meeting, Ms. Lorenz seconded the motion. Motion approved. 6-0.

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, TDD 586-5351, e-mail: [city.clerk@juneau.org](mailto:city.clerk@juneau.org).



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## **Historic Resources Advisory Committee Agenda ANNUAL RETREAT**

January 10, 2024, Immediately Following the Regular January Meeting  
City Hall Conference Room 224 / Zoom Webinar

### **MEETING MINUTES**

#### **A. CALL TO ORDER**

Chair Jones called the meeting to order at 5:06 PM.

#### **B. LAND ACKNOWLEDGEMENT**

We acknowledge the Áak'w K̄waan and T'aaku' K̄waan as the original owners and inhabitants of the City & Borough of Juneau. We are grateful to be here in your ancestral homeland as we come to you from areas of Alaska and beyond. We are thankful that you have permitted us to live here and make this land our home. Gunalchéesh.

#### **C. ROLL CALL** – Zane, Eric, Jerrick, Chuck, Gary, Dorene

Committee members present in person: Zane Jones, Eric Moots, Chuck Smythe, Gary Gillette, and Dorene Lorenz.

Committee members present via zoom: Jerrick Hope-Lang.

Committee members absent: Shannon Crossley, Don Harris, and Steve Winker

Staff present: Forrest Courtney, CDD Planner

Members of the public present: Skip Gray and Joshua Adams.

#### **D. APPROVAL OF AGENDA**

Mr. Moots motioned to change the order of the agenda to address elections first, Mr. Smythe seconded the motion. Motion approved. 6-0.

#### **E. APPROVAL OF MINUTES**

None.

#### **F. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

None.

#### **G. AGENDA TOPICS**

##### **2. New Business:**

1. Officer Elections – Mr. Courtney read the role of the officers. Ms. Lorenz motioned to approve 2024-2025 officers as slated, Mr. Smythe seconded the motion. Motion approved. 6-0.

a. Recorder – Eric Moots

b. Vice-Chair – Shannon Crossley

c. Chair – Zane Jones

Mr. Smythe left the meeting at 5:58PM.



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2. 2024 Goals – The committee worked to set HRAC’s 2024 goals, a draft work plan is set to be adopted at the February 7, 2024, meeting. No action.
3. Annual Report to the Assembly - Mr. Jones, Ms. Crossley, and Mr. Moots will work to provide a draft report to CDD staff by the February 7, 2024 meeting. No action.

#### **H. STAFF REPORT**

None.

#### **I. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS**

None.

**J. NEXT MEETING DATE** – February 7, 2024

#### **K. ADJOURNMENT**

Ms. Lorenz motioned to adjourn the 2024 Annual Retreat at 7:02 PM, Mr. Gillette seconded the motion. Motion approved. 5-0.

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## **Historic Resources Advisory Committee Agenda**

February 22, 2024 at 5:00pm City Hall Conference

### **MEETING MINUTES**

#### **A. CALL TO ORDER**

- a. The meeting was called to order at 5:06pm by Vice Chair Shannon Crossley.

#### **B. LAND ACKNOWLEDGEMENT**

#### **C. ROLL CALL**

- a. Members present: Shannon Crossley, Zane Jones (recused), Eric Moots, Dorene Lorenz, Don Harris, Jerrick Hope-Lang, Chuck Smythe, Gary Gillette, Steve Winker
- b. Staff Present: Forrest Courtney, CCD Staff Liaison; Nick Druvystein, Engineering Associate; Dan Bleidorn, Lands and Resources Manager.

#### **D. APPROVAL OF AGENDA**

- a. Vice Chair Crossley requested that the committee take public comment on Agenda item Telephone Hill before we have our discussion on the topic. Ms. Lorenz also requested an addition of Introduction of New Members before we approved minutes. Mr. Moots motioned to approve the agenda with these additions. The agenda was unanimously approved.

#### **E. INTRODUCTION OF NEW MEMBERS**

- a. Mr. Winker and Mr. Hope-Lang introduced themselves to the committee.

#### **F. APPROVAL OF MINUTES**

- a. **01.10.2024 HRAC draft minutes**
- b. **01.10.2024 HRAC Annual Retreat draft minutes**
  - i. Mr. Moots motioned to unanimously approve both draft minutes presented. Ms. Lorenz seconded the motion. The minutes were approved unanimously.

#### **G. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

- a. There was no public participation on non-agenda items.

#### **H. AGENDA TOPICS**

##### **a. New Business**

##### **i. Telephone Hill**

##### **1. PUBLIC PARTICIPATION ON ALL SUBTOPICS**

- a. Josh Adams, downtown resident, expressed his discontent with the City Assembly approving Option C of the Telephone Hill survey without public support. He is worried the city will demolish historic buildings on Telephone Hill. Mr. Adams stands behind HRAC writing a letter to the Assembly.

Fred Triem, downtown resident, would like to see Telephone Hill designated as a historic district as exists in Sitka and Seattle.

Page Bridges, Gastineau Avenue resident, knows the heartache of losing a historic home in Juneau and does not want to see it happen again to Telephone

Hill. She believes it might be illegal for the city to use the land privately. Ms. Bridges also believes that building on Telephone Hill will disturb all of downtown Juneau.

Skip Gray, Twin Lakes resident, thanked HRAC for sending a letter to the Assembly. He does not respect the decision of the Assembly to pursue option C of the Telephone Hill Survey and believes HRAC should make its opinion known by writing another letter requesting a full Section 106 to the Assembly.

Shoshana Segilman, Telephone Hill resident, expressed concern over the number of new housing options that are not affordable in Juneau. She believes if the city would like to build dense housing on Telephone Hill, there should be a survey of housing options already available in Juneau. Ms. Segilman would like the city to pump the breaks on any potential demolition of Telephone Hill.

2. **STAFF REPORT ON TELEPHONE HILL**

a. Nick Druvystein and Dan Bleidorn came to the board to answer any questions the committee had for the Engineering or Lands Department.

Ms. Lorenz asked Mr. Druvystein if the intention of CBJ was to demolish all buildings currently on Telephone Hill to construct high-density housing, without any of the homes remaining in place. Mr. Druvystein said yes, Option C, which the city had instructed him to begin preparing for did not include any of the buildings currently there. Mr. Winker asked Mr. Druvystein if the city is intending to complete the Section 106 report they had started. Mr. Druvystein said the city does not intend to continue with the Section 106.

Vice Chair Crossley gave clarification on what exactly a Section 106 would accomplish, which is only documentation of the building that is there. She also noted that if CBJ were to receive federal funds for any project on Telephone Hill, they must do a Section 106. Mr. Winker noted that the city did not fully comply with the 106 and truncated the process.

Mr. Hope-Lang asked Mr. Druvystein if the city would be managing the housing if built on Telephone Hill. Nick said it was too early to know.

Vice Chair Crossley expressed interest in going through each building on Telephone Hill to determine the historical value of each one.

Ms. Lorenz asked Mr. Druvystein if his department sees any historical value in Telephone Hill. Mr. Druvystein stated his department was aware of some value but did not find a substantial or significant amount to include in the report. Mr. Harris mentioned other buildings that were protected by Historical Townsite protections.

Mr. Hope-Lang asked Mr. Druvystein if the city had a timeline for eviction and demolition of the buildings on Telephone Hill. Mr. Druvystein answered that he was not aware of a timeline at that moment.

Chair Jones (recused) commented that his company, in their report, did acknowledge and make comments towards the historical value of each individual home on Telephone Hill. Chair Jones also stated that it was his company's understanding that this report would be put out for public comment. Vice Chair Crossley asked Mr. Druvystein if the public comment period is still open. Mr. Druvystein said that the public comment period was still open, and the Assembly has chosen to move forward with Option C.

Ms. Lorenz asked Mr. Druvystein if there were any discussions or concerns about the city needing to backtrack to complete a Section 106, later in the process. Mr. Druvystein said there was not. Ms. Lorenz then asked Mr. Druvystein about how the city came to acquire the land. Mr. Druvystein deferred to Mr. Bleidorn. Mr. Bleidorn stated the city acquired the land through legislative action via a quitclaim deed. Ms. Lorenz asked Mr. Bleidorn if the city had purchased the land Telephone Hill was on before public comment or survey. Mr. Bleidorn stated it was, and the city had gained information from building the parking garage that is partially on that land. Ms. Lorenz asked Mr. Bleidorn if the city intends to demolish the buildings on Telephone Hill. He stated it was too early to know.

Mr. Hope-Lang asked if local dense and regional housing companies/organizations had been contacted by the city about the prospect of building on Telephone Hill. Mr. Druvystein stated there has not been to his knowledge.

Ms. Lorenz asked Mr. Bleidorn if the work of MRV Architects was complete. Mr. Bleidorn stated it is his belief that the company will finalize the reports they are currently working on and then their work will be complete.

### **3. Structural Report**

a. Mr. Gillette expressed concern that the structural report as presented focused too much on the structural value alone and not at all on the historical value. Vice Chair Crossley, Ms. Lorenz, Mr. Winker, and Mr. Smythe all expressed they also believed that statement to be true. Mr. Winker stated that many of the things listed in the structural report would be easily fixable if given the chance.

### **4. Section 106**

### **5. Historic Buildings Survey Update**

a. Ms. Lorenz made a motion that HRAC write a letter to the assembly encouraging them to complete the Section 106 that they do not intend to complete. Mr. Smythe asked to add a request to include a historical review of the homes as well. With the amendment added to the motion, the motion passed unanimously. Vice Chair Crossley will craft this letter with a review from Ms. Lorenz, Mr. Smythe, and Mr. Gillette.

## **I. STAFF REPORT**

a. There were no staff reports.

**J. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS**

- a. Ms. Lorenz put forth the idea of doing a charrette for future planning of Telephone Hill. She believes the idea would let the public offer opinions or solutions meaningfully. Ms. Lorenz would like the city to return to discussions about Telephone Hill with that in mind.

Mr. Winker expressed that he did not believe the survey the city did on Telephone Hill did enough. The options presented to the public were very limited, and not many people responded to the survey outside of Telephone Hill.

**K. NEXT MEETING DATE – March 6, 2024**

**L. ADJOURNMENT**

- a. Mr. Moots motioned to adjourn. Ms. Lorenz seconded the motion. The meeting was adjourned at 6:50 p.m.



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## **Historic Resources Advisory Committee Agenda**

March 6, 2024 at 5:00pm  
City Hall Conference Room 224  
**MEETING MINUTES**

### **A. CALL TO ORDER**

Chair Jones called the meeting to order at 5:01 PM.

### **B. LAND ACKNOWLEDGEMENT**

We acknowledge the Áak'w K̄waan and T'aaku' K̄waan as the original owners and inhabitants of the City & Borough of Juneau. We are grateful to be here in your ancestral homeland as we come to you from areas of Alaska and beyond. We are thankful that you have permitted us to live here and make this land our home. Gunalchéesh.

### **C. ROLL CALL**

Committee Members Present: Zane Jones, Don Harris, Chuck Smythe, Shannon Crossley, Steve Winker and Dorene Lorenz.

Committee members present via zoom: Jerrick Hope-Lang, Gary Gillette

Committee members absent: Erik Moots

Staff present: Forrest Courtney, CDD Planner

Members of the public present: Skip Gray

Members of the public present via zoom: Joshua Adams

### **D. APPROVAL OF AGENDA**

Chair Jones motioned that the agenda be approved with no additions, Ms. Lorenz seconded the motion. Motion approved. 6-0 .

### **E. APPROVAL OF MINUTES**

1. 02.22.2024 HRAC draft minutes

Mr. Gillette motioned to approve the minutes with the corrected spelling of Mr. Winker's name and striking Mr. Gillette's comments about the National Registry from the December 6, 2023, HRAC meeting; Ms. Lorenz seconded the motion. Motion approved. 6-0.

### **F. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

Mr. Gray and Mr. Adams provided public testimony.

### **G. AGENDA TOPICS**

#### **2. Old Business:**

1. Annual Report – Chair Zane commented he needed to get something to Mr. Courtney as his report is due April 1<sup>st</sup>. No action taken.

2. Telephone Hill – The committee continued to discuss the three (3) reports written for the Assembly on Telephone Hill. No action taken. Another special meeting has been called for March 20<sup>th</sup> to further discuss the reports.



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3. **Section 106 Letter** – The committee continued to discuss the two draft letters submitted for review from HRAC to the CBJ Assembly on the importance of finishing the Section 106 review. Mrs. Crossley will continue to work on the draft and send to Mr. Smythe, Mr. Gillette and Ms. Lorenz for approval before sending to Mr. Courtney. No action taken.

### 3. **New Business:**

1. HDDR 455 S. Franklin Street – Nycole Gizinski from R&M in Ketchikan came to HRAC with two design options for 455 S. Franklin Street with discussions on how the proposed design fits the design standards for the historic district. Committee members gave advice on the design. Mrs. Gizinski will incorporate comments into storefront design.

2. Letter to CBJ Tourism Manager – Vice-Chair Crossley updated the committee on her meeting with Alex Pierce, CBJ Tourism Manager, about historic preservation opportunities and projects to use the CBJ head tax toward. It's too late to write a letter of recommendation on the 2024-2025 list of projects, however Vice-Chair Crossley brought an idea for next year of head tax money to be used toward research for a walking tour for tourists to scan QR codes throughout the community and take themselves on a walking tour of the historic downtown neighborhoods.

## H. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

### I. NEXT MEETING DATE – April 3, 2024

### J. ADJOURNMENT

Mr. Smythe motioned that the committee at 7:27 PM adjourn the January 10, 2023, HRAC meeting, Mrs. Crossley seconded the motion. Motion approved. 6-0.

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, TDD 586-5351, e-mail: city.clerk@juneau.org.



# HISTORIC RESOURCES ADVISORY COMMITTEE - SPECIAL MEETING MINUTES

March 20, 2024 at 12:00 PM

City Hall Conf. Room 224/Zoom Webinar

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<https://juneau.zoom.us/j/89661475855?pwd=xluomaMmfFgcoltM6l8wiqvt3arp2.1>

or 1-719-359-4580 Meeting ID: 896 6147 5855 Passcode: 506100

## I. CALL TO ORDER

- a. Vice Chair Crossley called the meeting to order at 12:02PM

## II. ROLL CALL

- a. Present: Vice Chair Shannon Crossley, Dorene Lorenz, Steve Winker, Gary Gillette, Chuck Smythe, and Jerrick Hope-Lang
- b. Absent: Zane Jones, Eric Moots and Donald Harris

## III. APPROVAL OF AGENDA

- a. Mr. Gillette made a motion to approve the agenda as is. Ms. Lorenz seconded that motion. The motion passed unanimously.

## IV. APPROVAL OF MINUTES

- a. March 6, 2024 Minutes
  - i. Mr. Gillette made a motion to approve the minutes as presented. Mr. Winker seconded that motion. The motion passed unanimously.

## V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

- a. There was no public participation on non-agenda items.

## VI. AGENDA TOPICS

- a. New Business
  - i. Telephone Hill Existing Structures Condition Report
    1. Mr. Gillette stated that he doesn't believe this was an actual inspection and shouldn't be labeled as such. He appreciates that RESPEC noted they didn't perform inspections for any hazardous materials.

Ms. Lorenz and Ms. Crossley both noted that on the summary of the report, RESPEC states that the buildings in the survey do not benefit from any modern building requirements. Both board members agreed that this does not apply because modern building requirements relate to modern building materials, and since these houses were built with older building materials and therefore, they did not need to meet modern building codes. Mr. Gillette shared similar sentiment. Ms. Lorenz stated she was confused where this phrasing even came from, as it's not typically put on a Structural Report for Historical Structures.

Ms. Crossley commented that several times throughout this report it is stated that due to suspected mold and other factors, it is not economically feasible for CBJ to own these buildings. She stated that this is not inherently true since after treatment they may be able to sell the building for more. Mr. Gillette added that environmentally, the best place to keep these hazards is in the building it's currently in and entrap it there.

Mr. Gillette made a motion to submit comments of HRAC's review to staff and the assembly and recommend the contractors to revise their reports, this agenda item and the other agenda items for this meeting included, with these comments in consideration. Ms. Lorenz seconded that motion. The motion passed unanimously.

Ms. Crossley stated she felt the report didn't give any specific information and had a lack of information to make the statements it made.

HRAC went through the structures and brought up specific comments on the report's statements on each. The report stated that many of the structures had poor attic insulation which HRAC noted was not a fair assessment, as many historical homes had this as a feature to increase the building's longevity.

Mr. Winker stated that more research must be done on the Webster home to make the comments that the report makes. The historical timeline of events presented in the report does not necessarily match the believed history of the structure.

## ii. Cultural Resource Desktop Assessment

1. HRAC discussed with staff what were the actual determinations made by SHPO for the different properties and what that means for each. Mr. Hope-Lang stated that for HRAC to make any determination a real Section 106 report would have to be done. Ms. Crossley and Ms. Lorenz expressed confusion on why the report was released at this stage of the process, as it does not meet a Section 106.

The general consensus of HRAC for this report was that it was lacking in

## iii. Updated Site & Structure Survey

1. Ms. Lorenz suggested striking the second last name from the building names for the purpose of discussion. Ms. Crossley agreed. Ms. Crossley expressed confusion over who wrote the report, because the architectural aspects are grossly lacking. Mr. Smythe stated that the report should have evaluated the level of historic significance and the report did

not do that. In addition, he states that the report is not sufficient argument for historical significance by going off of the 1984 survey of Telephone Hill.

Ms. Crossley stated this report was an updated of a report that was never finalized, and now this report is being decided as finalized by the consultants with incorrect information.

Mr. Hope-Lang asked about the feasibility of the Friends of Telephone Hill or residents of Telephone Hill applying for the CLG grant on their own, if the city does not want to finish that review. There was some discussion that it likely would not be feasible unless there was a industry professional living on Telephone Hill.

Mr. Gillette made a comment about the table on page 34 of the report that it made a comment on the Webster house that it was altered beyond architectural significance, especially if that comment is based on a report done 50 years ago. Ms. Crossley added that if the report is going off of the 1984 report, those alterations would now be historically significant.

Mr. Winker commented that the report frequently showcases photographs that seem to be biased against the homes of Telephone Hill and that it does not actually provide evidence to substantiate those claims.

Ms. Lorenz expressed concern that this report sets a dangerous precedent for, since the state many of these buildings are in match other buildings in Juneau.

Ms. Crossley will write a letter of our comments to send to staff.

**VII. STAFF REPORTS**

- a. There were no staff reports.

**VIII. COMMITTEE MEMBER COMMENTS AND QUESTIONS**

- a. There were no. committee member comments or questions.

**IX. ADJOURNMENT**

- a. Ms. Lorenz motioned to adjourn at 1:38 PM.

Respectfully submitted by Eric Moots.



# HISTORIC RESOURCES ADVISORY COMMITTEE MEETING MINUTES

April 03, 2024 at 5:00 PM

City Hall Conf. Room 224/Zoom Webinar

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<https://juneau.zoom.us/j/81883104370> or 1-346-248-7799 Webinar ID: 818 8310 4370

## I. CALL TO ORDER

- a. Chairman Jones called the meeting to order at 5:03 pm.

## II. ROLL CALL

- a. Present: Chairman Zane Jones, Dorene Lorenz, Eric Moots, Gary Gillette, Steve Winker, Chuck Smythe, Jerrick Hope-Lang, and Donald Harris
- b. Absent: Shannon Crossley
- c. Staff Present: Forrest Courtney, Staff Liaison; Irene Gallion, Planner

## III. APPROVAL OF AGENDA

- a. Ms. Lorenz motioned to remove the Marine View Community Mural Project from the agenda, as it was not within the downtown Historic District. With that amendment, the Agenda was unanimously approved.

## IV. APPROVAL OF MINUTES

- a. There were no minutes to approve.

## V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

- a. There was no public participation on non-agenda items

## VI. AGENDA TOPICS

- a. HDDR: USE20240003
  - i. Mr. Courtney gave a brief introduction to the use case permit. Dave McCasland was present and gave an introduction to the entire project, including the work that had already been done for the expansion of the food court.

Mr. Gillette expressed concerns about the use case's adherence to the Downtown Historic District's guidelines, specifically the sidewalk feel. Ms. Lorenz pointed out that there would be murals painted by local artists on the retaining wall in the future.

Mr. Gillette also expressed concern about the location's street feel during winter. Mr. McCasland stated he would like to have the area open as a park during the winter, but due to logistical concerns that was not likely. Mr. Gillette said that this is a very unique project that doesn't really fall into the guidelines of the historic district, but that the situation was created due to unique circumstances of losing the two historic buildings on the property and the park that was previously on the property. He also brought up signage that could fit within our standards if we were to enforce that standard.

Mr. Winker expressed concerns that by approving this, the Historic Resources Advisory Committee would be giving leeway for others to do something similar.

Ms. Lorenz brought up that pioneers would build temporary structures when they first moved to southeast Alaska and operate businesses from them until they could afford to

build permanent structures. She sees similarities here, with how Mr. McCasland intends to continue developing the food court.

Mr. Hope-Lang asked about the liquor board requirements for fencing. Mr. McCasland stated he has to have a fence per the liquor board and he must be in sole control of the area of people exiting their establishment.

Mr. Moots stated that it is difficult to judge the project based on the guidelines we have, since the only permanent structure in the permits is intended to be changed in the near future.

The committee discussed the wall that will be on the sidewalk of Franklin Street, and how there will be a gradient as you walk up the slope of the hill.

Ms. Lorenz made a motion to write a letter of recommendation to the Planning Commission with the following notes: HRAC encourages use of the brick and plaques from the historic buildings previously on the property and wish to have them incorporated in the design; HRAC recognizes that the reason we got into this situation is due to unique circumstances with the buildings that were condemned on this property; HRAC does not want to make temporary structures allowed if a permanent structure is possible; HRAC would like to inform the Planning Commission that we have concerns about the winter use of the property; and HRAC recommends that this project get a sign permit. Mr. Moots seconds that motion. The motion passed unanimously.

b. HDDR: BLD20240085

- i. Mr. Courtney reviewed the letter sent to the Planning Commission as part of this application. Mr. McCasland gave an overview of the only permanent structure that would be on the property, a wooden gazebo with a hip roof. After this review, Mr. Gillette stated that he felt the structure, by our standards, did not meet the guidelines for a permanent structure in the historic district. Furthermore, he would not recommend this application. Ms. Lorenz asked if putting a false front on the roof of the gazebo, and/or making the roof a gable roof, would change Mr. Gillette's mind.

Mr. Jones brought up Chapter 7 of the Historic District's guidelines, pointing out that it is new construction and should be viewed as such. With this in mind, Mr. Jones stated that there is no precedent for a gazebo in the Historic District.

Mr. Gillette motioned that to write a letter to the Planning Commission stating HRAC does not believe the structure fits the guidelines for a permanent structure in the Downtown Historic District. Ms. Lorenz seconded the motion. Mr. Moots made a motion to add an amendment that while HRAC does not approve it as a permanent structure, HRAC would allow it as a temporary structure with a sunset of 10 years. Ms. Lorenz seconded the amendment. The motion passed unanimously, with the amendment.

## VII. STAFF REPORTS

## VIII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

- a. Chairman Jones asked if the CBJ Downtown Blueprint could be discussed at the next meeting.

Mr. Gillette made a comment about tying sustainability and history together. He has reached out to the Sustainability Commission about the topic of making historic buildings a focal point for sustainability.

## IX. ADJOURNMENT

- a. Mr. Moots motioned to adjourn the meeting at 6:51pm

**Minutes respectfully submitted by Eric Moots**



# HISTORIC RESOURCES ADVISORY COMMITTEE MINUTES

May 01, 2024 at 5:00 PM

City Hall Conf. Room 224/Zoom Webinar

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## I. CALL TO ORDER

- a. Chairman Jones called the meeting to order at 5:05 pm.

## II. ROLL CALL

- a. Present: Chair Zane Jones, Vice Chair Shannon Crossley, Dorene Lorenz, Gary Gillette, Steve Winker
- b. Absent: Eric Moots, Chuck Smythe, Jerrick Hope-Lang, and Donald Harris
- c. Staff Present: Forrest Courtney, Staff Liaison

## III. APPROVAL OF AGENDA

- a. Ms. Lorenz motioned to approve the agenda. The motion passed unanimously.

## IV. APPROVAL OF MINUTES

- a. 2024.03.20
  - i. Ms. Lorenz corrected the spelling of her name in these minutes. With that correction, Ms. Lorenz motioned to approve the minutes. These minutes were unanimously approved.
- b. 2024.04.03
  - i. Ms. Lorenz motioned to approve the minutes. These minutes were unanimously approved.

## V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

- a. There was no public participation on non-agenda items

## VI. AGENDA TOPICS

- a. **Section 106 Review – 230 S. Franklin St.**
  - i. Mr. Courtney introduced a Facility Permit request submitted by AT&T to add seven additional antennae units on to the building at 230 S. Franklin St. Mr. Courtney noted that the reason a Section 106 review is necessary is due to AT&T working with the FCC.  
  
After discussing the project, Chair Jones stated he would write up that HRAC sees no impact to the Downtown Historic district based on this project.
- b. **Blueprint Downtown Review**
  - i. The members of HRAC discussed general thoughts on the Downtown Blueprint, including the appreciation of Historic Preservation being listed in the top five priorities for the blueprint. Mr. Courtney gave instruction on how comments should be given to the Committee of the Whole and also suggested adding a HRAC meeting at the end of the month to give members more time to thoroughly read through the packet and vote on that list at a later meeting. Ms. Crossley motioned to table the discussion of the Downtown Blueprint. Ms. Lorenz seconded that motion. The motion passed unanimously.

## VII. STAFF REPORTS

- a. Mr. Courtney thanked Mr. Gillette for putting together the Annual Report. He also stated that HRAC members should email any comments on the Annual Report to Mr. Gillette by the time of our next meeting so HRAC can vote on it then.

## VIII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

- a. Ms. Crossley discussed a phone call she had with SHPO recently where it was mentioned that if a proper historic review of Telephone Hill was not done, federal money could not be used on anything that is demolished there, and lawsuits could be possible for the developers who would purchase that land. Some discussion was made about what HRAC could do to suggest that a more official review be done.
- b. Chairman Jones stated he would be stepping down as chair of HRAC and resigning from the committee. In the interim before HRAC has an election to appoint a new chair, Vice Chair Crossley will be the acting chair.

#### **IX. ADJOURNMENT**

- a. Ms. Lorenz motioned to adjourn the meeting at 6:19pm

**Minutes respectfully submitted by Eric Moots**



# HISTORIC RESOURCES ADVISORY COMMITTEE AGENDA

May 22, 2024 at 5:00 PM

Downtown Library Large Meeting Room/Zoom Webinar

<https://juneau.zoom.us/j/89883463101> or 1-669-444-9171 Webinar ID: 898 8346 3101

## A. CALL TO ORDER

Acting Chair Crossley called the meeting to order at 5:02PM.

## B. LAND ACKNOWLEDGEMENT

Acting Chair Crossley read the Land Acknowledgment.

We would like to acknowledge that the City & 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!

## C. ROLL CALL

Committee members present: Shannon Crossley, Gary Gillette, Jerrick Hope-Lang, Chuck Smythe, Steve Winker.

Committee members absent: Don Harris, Dorene Lorenz, Eric Moots.

CDD Staff present: Forrest Courtney, Planner II.

## D. APPROVAL OF AGENDA

Smythe motions to approve agenda, Winker seconds motion. No objections heard thus motion is adopted.

## E. APPROVAL OF MINUTES

No minutes presented for approval.

## F. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

No members of the public present.

## G. OLD BUSINESS

### 1. Blueprint Downtown

Committee members discussed numerous comments regarding issues relating to historic resources throughout the Blueprint document. Gillette motions to send Assembly the comments of the HRAC for consideration in their upcoming reviews of the Blueprint Plan. Smythe seconds the motion. No objection heard thus motion is adopted. Crossley to prepare a summary of comments discussed to be forwarded to Assembly.

### 2. Douglas Cemeteries

The committee discussed issues of ownership and maintenance of the historic cemeteries in Douglas. It was reported that the Pioneers of Alaska has commissioned a title search to clarify ownership status of the cemetery property. At a recent Committee of the Whole (COW) meeting, the Assembly determined that the resolution of cemetery ownership and on-going maintenance would be cost prohibitive within the CBJ budget. The Assembly directed that a Request for Interest be issued to seek a community group that would commit to maintenance of the Douglas cemeteries. A stipend

would be provided to such a selected group but the Assembly did not specify an amount at this time.

Winker motions to send a message to Assembly regarding the historical importance of the Douglas cemeteries, and that appropriate Tribal and fraternal entities should be consulted in the efforts to resolve ownership issues and an on-going maintenance program. Smythe seconds the motion. No objection heard thus motion is adopted. Crossley will prepare letter to Assembly.

## **H. NEW BUSINESS**

### **3. HDDR - 230 S. Franklin St.**

Committee reviewed the proposal to install an array of 5G antenna atop of the Marine View building within the Downtown Historic District. This proposal was reviewed at a previous HRAC meeting as part of the Section 106 process. Gillette motions to approve the installation as it is not intrusive to the historic district. Smythe seconds the motion. No objection heard thus motion is adopted. Crossley will prepare approval form for the project.

### **4. 2023 Annual Report**

Committee reviewed the draft 2023 Annual Report and had no suggested changes. Hope-Lang motions to approve report and submit to Assembly. Gillette seconds the motion. No objection heard thus motion is adopted. Crossley will present to Assembly at an upcoming Human Resources Committee meeting in June.

## **I. STAFF REPORTS**

Planner Courtney thanked the Committee for its work over the past few months and indicated that no meetings will be held in June or July. The next regular meeting will be in August. In the meantime, Courtney will be attending the National Alliance of Preservation Commission's - FORUM 2024. He will report back on the Forum to share new trends in historic preservation programs.

## **J. COMMITTEE MEMBER COMMENTS AND QUESTIONS**

There were no Committee member comments or questions.

## **K. NEXT MEETING DATE - 2024.08.07**

## **L. SUPPLEMENTAL MATERIALS**

There were no supplemental materials.

## **M. ADJOURNMENT**

Gillette motions to adjourn meeting. Smythe seconds the motion. No objection heard thus motion is adopted.

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, TDD 586-5351, e-mail: [city.clerk@juneau.gov](mailto:city.clerk@juneau.gov).



# HISTORIC RESOURCES ADVISORY COMMITTEE DRAFT MINUTES

August 07, 2024 at 6:15 PM

Downtown Library Large Meeting Room/Zoom Webinar

## A. CALL TO ORDER

1. Acting Chair Crossley called the meeting to order at 6:15pm

## B. LAND ACKNOWLEDGEMENT

## C. ROLL CALL

2. Present: Acting Chair Shannon Crossley, Recorder Eric Moots, Dorene Lorenz, Gary Gillette, Steve Winker
3. Absent: Chuck Smythe, Donald Harris, Jerrick Hope-Lang
4. Staff Present: Staff Liaison Forrest Courtney

## D. APPROVAL OF AGENDA

5. Mr. Gillette motioned to approve the agenda with the addition of the Douglas Cemetery to the end of our Agenda Topics. Ms. Lorenz seconded the motion. The motion passed unanimously.

## E. APPROVAL OF MINUTES

6. 2023.03.08
  - i Mr. Gillette noted that the land acknowledgement approved in those minutes was not the land acknowledgement HRAC has been using for our current meetings. Ms. Lorenz motioned to approve these minutes. These minutes were approved unanimously.
7. 2024.05.01
  - i Ms. Lorenz motioned to approve these minutes. These minutes were approved unanimously.
8. 2024.05.22
  - i Ms. Lorenz motioned to approve these minutes. These minutes were approved unanimously.

## F. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

## G. AGENDA TOPICS

9. Historic Douglas Fire Equipment
  - i Mary Kay Pusich and Dale Henkins, both residents of south Douglas, spoke to HRAC about a petition they are putting together to move the former Douglas Fire Department's Pump house from his residence at 820 Front Street on Douglas. After listening to the information provided, Ms. Lorenz motioned to sign the petition the Ms. Pusich and Mr. Henkins were asking HRAC to sign. The motion passed unanimously.
10. America 250
  - i Ms. Lorenz discussed with HRAC the America 250 initiative to connect projects commemorating America's 250<sup>th</sup> anniversary with funding. She outlined the guidelines projects generally would

have to follow and what projects the initiative is looking for. No action was taken at the time, but Ms. Lorenz told HRAC to consider projects that could be funded through this initiative.

11. Educational Opportunities

- i Ms. Crossley brought previously agreed upon goals set by HRAC about providing educational opportunities for youth of Juneau. Ms. Lorenz mentioned that there was a cultural resource project done recently for the State of Alaska that would be a good asset to use.

12. 2026 Passenger Fees

- i Ms. Crossley stated that HRAC could make suggestions to the tourism manager Alix Pierce on how to spend cruise ship passenger fees. Mr. Winker suggested we put forth a proposal for a historical walking tour app, either to revamp one already made or to advertise the ones we already have.

13. Juneau Townsite

- i Mr. Courtney told HRAC that the CDD would not be submitting a CLG grant for the Juneau Townsite project. Mr. Gillette motioned for HRAC to write a letter to the assembly advocating for a greater focus on CLG grants. Ms. Lorenz seconded the motion. The motion passed unanimously.

14. Douglas Cemetery Letter

- i Ms. Lorenz motioned to approve the letter written by Acting Chair Crossley to the assembly about the Douglas Cemetery. Mr. Gillette seconded the motion. The motion passed unanimously.

**H. STAFF REPORTS**

15. NAPC Forum 2024

- i Mr. Courtney discussed with HRAC the National Alliance of Preservation Commissions 2024 Forum. He brought up the difference in responsibilities and capabilities Juneau's Historical Resource Advisory Committee has with regards to other similar commissions around the United States. Most notably, most other committees have some regulatory authority whereas HRAC only has advisory abilities.

**I. COMMITTEE MEMBER COMMENTS AND QUESTIONS**

16. Mr. Moots announced that he will be resigning after the next meeting. Mr. Gillette asked if he would still be able to write minutes for the meeting, and neither Mr. Moots nor Mr. Courtney thought there would be any issue with that.

**J. NEXT MEETING DATE - 2024.09.04**

**K. SUPPLEMENTAL MATERIALS**

**L. ADJOURNMENT**

17. Mr. Moots motioned to adjourn the meeting at 7:58pm. Mr. Winker seconded the motion and the meeting adjourned.



# HISTORIC RESOURCES ADVISORY COMMITTEE MEETING MINUTES

October 2, 2024 at 5:00 PM

Downtown Library Large Meeting Room/Zoom Webinar

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## A. CALL TO ORDER

Acting Chair Crossley called the meeting to order at 5:02PM.

## B. LAND ACKNOWLEDGEMENT

Acting Chair Crossley read the Land Acknowledgment.

- C. We acknowledge the Áak'w Kwaán and T'aaku Kwáan as the original owners and inhabitants of the City & Borough of Juneau. We are grateful to be here in your ancestral homeland as we come to you from areas of Alaska and beyond. We are thankful that you have permitted us to live here and make this land our home. Gunalchéesh.

## D. ROLL CALL

Committee members present: Shannon Crossley, Gary Gillette, Steve Winker, Dorene Lorenz, Robyn Burner, Cheryl Jebe

Committee members absent: Jerrick Hope-Lang

CDD Staff present: Forrest Courtney, Planner II.

## E. APPROVAL OF AGENDA

Smythe motions to approve agenda, Winker seconds motion. No objections heard thus motion is adopted.

## F. APPROVAL OF MINUTES

No minutes presented for approval.

## G. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

No members of the public present.

## H. AGENDA TOPICS

### 1. Election:

- Recorder – Shannon Crossley
  - Nomination by Gary Gillette, seconded by Dorene Lorenz
- Vice-Chair – Dorene Lorenz
  - Nomination by Shannon Crossley, seconded by Cheryl Jebe
- Chair – Gary Gillette
  - Nomination by Shannon Crossley, seconded by Steve Winker

### 2. CIP Recommendations:

- ACTION: Write letter to assembly to support a new city museum and support the infill option for Telephone Hill

### 3. City Museum: Walking Tour Update

- City Museum has provided us a walking tour brochure to look over and give comments on at the next meeting, if desired.
4. Historic Preservation Grants
    - City Manager has determined that CBJ Planning Dept not staffed well enough to apply for a grant to complete the National Register nomination for the Juneau Townsite.
  5. Maritime Heritage Grant for Rehabilitation of Support Buildings at Sentinel Island Light Station
    - Presentation by Chair Gillette
  6. Historic Preservation Fund Grant for Rehabilitation of Lighthouse Building at Sentinel Light Station
    - Presentation by Chair Gillette

**I. STAFF REPORTS**

Planner Courtney gave HRAC an update on the DOT Douglas Highway Improvements and how an archeologist must be on site to supervise contractor that mishandled inadvertently discovered remains in 2024. Also, Department of Agriculture to ask if HRAC would like to comment on programmatic agreement they are developing to evaluate historic cabins and shelters against the National Register of Historic Places. HRAC hopes that one of the new assembly members will be assigned as a liaison to the committee. CBJ Clerks office has also requested a list of priorities and list of things we'd like to do, and send the list to the Human Resources Department for comments.

**J. COMMITTEE MEMBER COMMENTS AND QUESTIONS**

There were no Committee member comments or questions.

**K. NEXT MEETING DATE - 2024.11.06**

**L. SUPPLEMENTAL MATERIALS**

There were no supplemental materials.

**M. ADJOURNMENT**

Gillette motions to adjourn meeting. No objection heard thus motion is adopted.

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# HISTORIC RESOURCES ADVISORY COMMITTEE MEETING MINUTES

November 06, 2024 at 5:00 PM

Downtown Library Large Meeting Room/Zoom Webinar

<https://juneau.zoom.us/j/84834509438?pwd=JSIapIbLdkIb3BJoHpRyqIDtSHyYEO.1>

or 1-669-900--6833 Webinar ID: 848 3450 9438 Passcode: 397841

## A. CALL TO ORDER

Vice-Chair Lorenz called the meeting to order at 5:01 PM.

## B. LAND ACKNOWLEDGEMENT

We acknowledge the Áak'w Kwaán and T'aaku Kwáan as the original owners and inhabitants of the City & Borough of Juneau. We are grateful to be here in your ancestral homeland as we come to you from areas of Alaska and beyond. We are thankful that you have permitted us to live here and make this land our home. Gunalchéesh.

## C. ROLL CALL

Committee Members Present: Dorene Lorenz, Shannon Crossley, Steve Winker, Jerrick Hope-Lang, Cherly Jebe, and Robyn Burner.

Committee Members Absent: Gary Gillette

CDD Staff Present: Forrest Courtney, Planner II

## D. APPROVAL OF AGENDA

Ms. Burner motioned that the agenda be approved without amendment, Mr. Hope-Lang seconded the motion. Motion approved 6-0

## E. APPROVAL OF MINUTES

### 1. 2024.10.02

Ms. Burner motioned that the 2024.10.02 meeting minutes be approved as submitted, Mr. Winker seconded the motion. Motion approved 6-0.

## F. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

Mr. Adams updated the committee on his work to have Petersburg participate in the Certified Local Government program.

## G. AGENDA TOPICS

### 2. Design Consultation: 123 Seward St.

Recorder Crossley recused herself from the committee's discussion so she could present the project submitted by Northwind Architecture, the architecture firm she works for.

Ms. Burner motioned to notify Northwind Architecture that the proposed design was acceptable and recommended that when the project is reviewed again during a Historic District Design Review, the contractor provide a narrative describing how the project conforms to Downtown Historic District Design Standards and Guidelines, Mr. Hope-Land seconded the motion. Motion approved 5-0.

### 3. Letter to HRC

The discussion was tabled for the 2024.12.04 meeting when Chair Gillette will be present.

4. DMO: AJ Steam Plant

Mr. Courtney presented pictures of the AJ Steam Plant, which is slated for demolition.

**H. STAFF REPORTS**

Mr. Courtney gave the committee an update on preservation activities undertaken by the U.S. Forest Service in the Southeast.

5. Legislative Capital Priorities

Mr. Courtney shared the letter Chair Gillette submitted on HRAC's behalf concerning the Legislative Capital Priorities list.

6. Proclamation of Apology

Mr. Courtney shared the Proclamation of Apology presented by the City and Borough of Juneau to the Douglas Indian Association.

**I. COMMITTEE MEMBER COMMENTS AND QUESTIONS**

Mr. Hope-Lang gave a presentation on his ongoing work in Sitka and notified the committee of a benefit concern he would be hosting on January 31<sup>st</sup>, 2025. He requested assistance from committee members once he had planned the event even further.

**J. NEXT MEETING DATE**

7. 2024.12.04

**K. SUPPLEMENTAL MATERIALS**

**L. ADJOURNMENT** – Vice-Chair Lorenz adjourned the meeting at 5:37 PM.

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, TDD 586-5351, e-mail: [city.clerk@juneau.gov](mailto:city.clerk@juneau.gov).



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www.juneau.org/community-development  
155 Heritage Way • Juneau, AK 99801

## **Historic Resources Advisory Committee Agenda**

December 4, 2024 at 5:00pm

Downtown Library Conference Room/Zoom

### **MEETING MINUTES**

#### **A. CALL TO ORDER**

Chair Gillette called the meeting to order at 5:08 PM.

#### **B. LAND ACKNOWLEDGEMENT**

We acknowledge the Áak'w Kwaan and T'aaku Kwaan as the original owners and inhabitants of the City & Borough of Juneau. We are grateful to be here in your ancestral homeland as we come to you from areas of Alaska and beyond. We are thankful that you have permitted us to live here and make this land our home. Gunalchéesh.

#### **C. ROLL CALL**

Committee Members Present: Gary Gillette, Cheryl Jebe

Committee members present via zoom: Shannon Crossley, Steve Winker and Dorene Lorenz.

Committee members absent: Jerrick Hope-Lang, Robin Brenner

Staff present: Scott Ciambor

Members of the public present: None

Members of the public present via zoom: None

#### **D. APPROVAL OF AGENDA**

Ms. Lorenz motioned that the agenda be approved with addition of Head Tax Suggestions to the agenda. Motion approved. 6-0 .

#### **E. APPROVAL OF MINUTES**

1. 11.06.2024 HRAC draft minutes

Ms. Lorenz motioned to approve the minutes from November 6, 2024, HRAC meeting; Ms.

Lorenz seconded the motion. Motion approved. 6-0.

#### **F. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

No public participation.

#### **G. AGENDA TOPICS**

##### **2. New Business:**

1. HDDR 455 S. Franklin Street – Nycole Gizinski from R&M in Ketchikan came to HRAC with two design options for 455 S. Franklin Street with discussions on how the proposed design fits the design standards for the historic district in March, 2024. Committee members gave advice on the design, steering the designer away from a NanaWall option. The board was presented with a final design that met Downtown Juneau design standards and an architect's choice with the Nanawall still represented. Mrs. Crossley commented that the Nanawall



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does not fit the character of the historic district, and motioned to approve the design as shown on G100 with the two sets of double doors, but do not approve the owner preferred design with the Nanawall. Mr. Winker seconded the motion.

2. Letter to CBJ HRC – Chair Gillette presented a letter he drafted to HRC trying to frame the discussion with our primary concerns regarding HRAC’s role in the greater city government, the historic preservation budget that use to exist within CDD, and HRAC’s desire to continue National Register Nominations of neighborhoods. A lot of programs have been lost to aid preservation in Juneau, and all of these things combined are detrimental to the viability of our historic district. We are hoping to reinvigorate and recapture interest in historic preservation in Juneau from the City Government, many of which are called out in the Cultural Preservation Plan adopted by the Assembly. We hope to be included in the Assembly’s budget and for support for CDD and HRAC in the preservation goals outlined in the adopted plan.

2. Letter to CBJ Tourism Manager – Secretary Crossley and Chair Gillette proposed a letter to Alex Pierce, CBJ Tourism Manager, about historic preservation opportunities and projects to use the CBJ head tax toward. Secretary Crossley suggested a walking tour for tourists to scan QR codes throughout the community and take themselves on a walking tour of the historic downtown neighborhoods with a focus on Alaskan Native history. Suggestions included where the No Natives Allowed signage in Downtown Juneau that inspired Elizabeth Peratrovich to stand up for Civil Rights, the home of Richard Harris and his Tlingit wife on Telephone Hill, the rented home of William Paul on Main Street while he worked as the first Alaskan Native legislator, and the location of the second Village in Downtown Juneau after Rockwell “negotiated” the relocation of the 300+ Tlingit that camped on the beach of downtown Juneau while the prospectors waited for Spring. Chair Gillette proposed a gateway into Downtown Juneau to direct tourists into our downtown historic core, with signage and with a gateway of sorts built to direct visitors. A suggestion is by the Red Dog, another is Marine Way. Bringing people into our historic core is vital to a functioning historic district. Secretary Crossley motioned to include both suggestions in a letter to Mrs. Pierce, and Ms. Lorenz seconded.

#### **H. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS**

Blueprint Downtown will be introduced to the assembly on December 18<sup>th</sup>.

#### **I. NEXT MEETING DATE – January 8, 2025**

#### **J. 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, TDD 586-5351, e-mail: city.clerk@juneau.org.

## APPENDIX C

### HRAC Letters

- March 4, 2024, re: Telephone Hill Historical Reports
- March 12, 2024, re: Historic Property Review – 455 S. Franklin Street
- April 5, 2025, re: Historic Property Review – 139 S. Franklin Street – Temporary Food Court
- April 5, 2025, re: Historic Property Review – 139 S. Franklin Street – Permanent Gazebo Structure
- April 5, 2025, re: Historic Property Review – 139 S. Franklin Street
- April 15, 2024, re: Telephone Hill Building Documentation
- May 6, 2024, re: Telephone Hill Anticipatory Demolition
- May 17, 2024, re: HRAC Comments on Blueprint Downtown Plan
- May 23, 2024, re: Historic Property Review – 230 S. Franklin Street
- August 6, 2024, re: Douglas Cemeteries
- October 19, 2024, re: FY2026 CBJ Legislative Capital Priorities List
- December 9, 2024, re: Historic Property Review Follow-up – 455 S. Franklin Street
- December 17, 2024, re: FY2026 CBJ Marine Passenger Fee Projects
- December 2024, re: Historic Resources Advisory Committee to Assembly Human Resources Committee



## City and Borough of Juneau, Alaska Historic Resources Advisory Committee

Chair, Zane Jones, Architect  
Vice Chair, Shannon Crossley, Architectural Historian      Recorder, Eric Moots, At Large  
Don Harris, Owner of Historic Property      Gary Gillette, Historical Architect  
Chuck Smyth, Knowledgeable of Tlingit and Haida Culture      Dorene Lorenz, At Large  
Jerrick Hope-Lang, Knowledgeable of Tlingit and Haida Culture      Steve Winker, At Large

March 4, 2024

Subject: Telephone Hill Historical Reports

Honorable Mayor Weldon and Assembly:

The Juneau Historic Resources Advisory Committee (HRAC) has received the recent reports prepared by consultants in the planning of future development of Telephone Hill. Of specific note to HRAC were: 1) *Structural Condition Surveys* by RESPEC; 2) *Historic Building Survey: Update (Draft)* by RESPEC, First Forty Feet, MRV Architects, and Northern Land Use Research; and 3) *Cultural Resources Desktop Assessment for the proposed Telephone Hill Land Redevelopment Study, Juneau, Alaska (Redacted for public release)* by Northern Land Use Research.

These reports were released to the public in the agenda packet on February 12, 2024, the date of the Assembly Committee of the Whole (COW) meeting. As a result, HRAC was not given the opportunity to review these documents and comment to the Assembly as provided in City Code Title 49. HRAC was disappointed to learn that the Assembly gave direction to suspend the completion of the Cultural Resources Assessment without public comment or HRAC review and recommendation.

HRAC reviewed the above-mentioned documents at a special meeting on February 22, 2024. In general, the documents appear to have been professionally prepared and contain valuable information about the historic buildings and their neighborhood. Having said that, HRAC is concerned that the *Historic Building Survey: Update* did not complete an “aspects of integrity” assessment which would provide significant information for research and understanding of the buildings and neighborhood prior to potential adverse impacts of future development. If potential developers require Federal permits or receive Federal funding, a Section 106 review would be required which would include a Determination of Eligibility (DOE). Completing the “aspects of integrity” assessment now may save time and be beneficial for future developers in their project preparations.

Another important element of the assessment process that was not completed is discussion of mitigation for the potential adverse impact to the buildings and neighborhood that would be anticipated if the project moves in the direction given by the Assembly. Mitigation can take many forms and is usually negotiated between the owner, in this case the City, and interested parties. Often mitigation for adverse impacts to historical resources includes preparation of historical information, record photographs, and plan sketches that document the last days of the resource. Much of the historical information is contained in the three reports that have been prepared. Record photographs document the buildings from all sides as well as significant architectural features and details. Aerial photos help place the individual buildings within the context of the neighborhood. Plan sketches document the floor plans as they exist today thus future researchers have information to base changes over time.

Completion of the “aspects of integrity” assessment along with the information identified above might be melded into the *Historic Building Survey: Update* or into a new document that can be made available to

the public, schools, libraries, museum, and posted on the city website for future research and understanding of the site.

At the COW meeting at which the Assembly deemed the historical information sufficient without completing the final steps, Mayor Weldon stated that she “hoped” the City Museum or Lands Division would take photographs of the buildings. HRAC agrees that this would be a worthy endeavor but unless there is specific direction from the Assembly it is not assured this photo documentation will occur.

To preserve the important history of Government Hill and later Telephone Hill, HRAC recommends the following actions be taken to document the history and historic survey of the buildings and neighborhood:

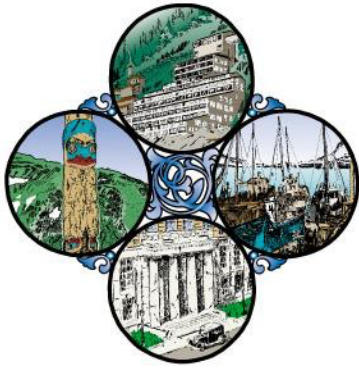
1. Complete the “aspects of integrity” assessment for historic buildings and neighborhood at Telephone Hill.
2. Perform Record Photo documentation of the historic buildings and neighborhood at Telephone Hill.
3. Prepare plan sketches of the historic buildings which documents their current configuration.
4. Assemble the historic information along with record photos, plan sketches, and “aspects of integrity” assessment and prepare a complete record of the historic buildings and neighborhood for distribution to the public through printed and/or digital record on the City Museum website.

We appreciate your consideration of our recommendations,

Sincerely, for the Juneau Historic Resources Advisory Committee;

Shannon Crossley, Vice-Chair

Note: Chair Zane Jones, employed by MRV Architects, declared a conflict.



## City and Borough of Juneau, Alaska Historic Resources Advisory Committee

March 12, 2024

Re: Historic Property Review - 455 S. Franklin Street

Dear Ms. Gizinski,

Thank you for bringing the project to our committee. Thank you for providing technical drawings and conceptual renderings to help us quickly see the design intentions.

The building is considered “non-contributing,” which means it has been modified enough from its original characteristics that the guidelines allow more flexibility in design modifications. That said, we strongly encourage any historic elements be preserved if possible. From our conversation, it appears that is your intent, especially at the upper levels.

You explained the ground level floor well, and gave historic photos for context which was greatly appreciated. The intent to remove the somewhat awkward column to the north holding the canopy up we agreed felt more historic and brings the building back closer to what it originally would have looked like.

The ground level operable wall was the one item our committee did not see as meeting historic district guidelines or intent. Chapter 7 of the guidelines is the most applicable and helpful for direction. Page 46 around point 7.9 shows helpful elevations of design intent. We felt the fully operable doors with glass going to the sidewalk did not meet the basic form of the historic district, where kick plates would have been very common. The guidelines appreciate large use of glass storefront windows, and we encourage visibility as much as possible at the ground level. That said, we would encourage a double door within a storefront façade rather than a full operable wall. Please let us know if there is any concern with this direction. Historically these doors have swung outward within an inset doorway, however, that can be left up to interpretation with non-contributing alterations so long as egress code is met.

We appreciate your use of colors that were historically on the building, and leaving much of the upper level façade as it was. Thank you for presenting to the committee and don't hesitate to reach out if you have any questions.

Sincerely,

Zane Jones AIA,  
HRAC Chair



## City and Borough of Juneau, Alaska Historic Resources Advisory Committee

April 5, 2024

Re: Historic Development Review – USE20240003 Franklin Street Food Court Expansion

Dear Mr. McCasland

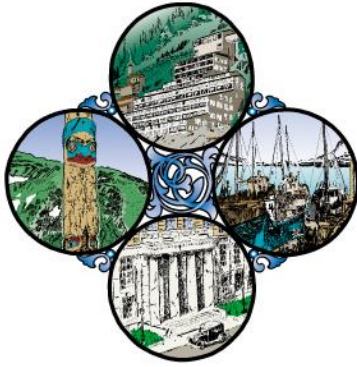
Thank you for bringing your project to our committee. We hope to be a useful resource in the future and retain the value of our downtown historic district.

Our committee reviewed the project and moved to ***recommend only approving a temporary status on the development***, especially as it moves toward permanent construction. A summary of concerns are listed below.

- The committee struggled to relate the project to the Historic District. We recognize that unique circumstances brought about the situation the property is in, and so we felt a unique review was merited. The Historic District Guidelines did not anticipate a project like this. The footprint of the development is much larger than other precedent temporary developments we have seen, including those near the district. However, we recognize that temporary developments were historically how many businesses became established. We did not want to set a precedent for other historic district properties and felt it pertinent to recommend a temporary permit, with an suggested expiration of 10 years where the project meeting Historic District Guidelines will be required.
- The committee appreciated your use of historic materials from the Elks Hall and encourages that where possible.
- The committee had strong concerns about winter use and if the site can help downtown vitality year round. Interest was expressed, but no plan provided. We recommend a winter use plan be provided.
- The committee was asked to review the project for “streetscape harmony” only. We found the project did NOT meet any historic district guidelines. The elevated block retaining wall and fence detract from the historic harmony. Again, this is why we recommend a temporary permit status.
- The committee expressed concern that no signage permit has been approved, and recommend following guidelines. See title 49 and HDG requirements.

We do hope you feel welcome to come to HRAC for guidance on historic district development. Previous submissions on this property were also met with difficulty on how to apply HDG to a unique circumstance and temporary development.

Sincerely, Zane Jones AIA, HRAC Chair



## City and Borough of Juneau, Alaska Historic Resources Advisory Committee

April 5, 2024

Re: Historic District Design Review – USE20240085 Franklin Street Food Court Permanent Gazebo Structure

Dear Mr. McCasland

Thank you for bringing your project to our committee. We hope to be a useful resource in the future and retain the value of our downtown historic district.

Our committee reviewed the project and moved to ***recommend only approving a temporary status on the structure***, especially as it moves toward permanent construction with metal roof and flashing that are not easily disassembled. A summary of concerns are listed below.

- The committee struggled to relate the project to the Historic District. The structure as a permanent structure clearly does not meet Historic District Guidelines.
- From the streetscape it is highly visible yet disconnected at the street level by a large retaining wall and a fence. This is not in harmony with the historic downtown. These elements had little detail for our committee to help us visualize the intent.
- The committee did agree that in considering the larger development, a temporary approval would be acceptable, and recommend no more than a 10 year duration.

We do hope you feel welcome to come to HRAC for guidance on historic district development. We are unaware of if you are working with an Architect or Landscape Architect on this project, and highly recommend one be utilized.

Sincerely,  
Zane Jones AIA,  
HRAC Chair



## City and Borough of Juneau, Alaska Historic Resources Advisory Committee

April 15, 2024

Subject: Telephone Hill Building Documentation

Honorable Mayor Weldon and Assembly:

The Historic Resources Advisory Committee (HRAC) is an Assembly appointed citizen committee established in the Land Use Ordinance (Title 49.10.410). One of the primary duties of HRAC is to advise the Assembly when historic resources of the community may be affected by proposed development.

We want to remind the Assembly of the importance of collecting information on the buildings that would be required by a Section 106 process, if CBJ followed the federally mandated procedure for government entities using public funding to demolish historic resources. Documentation of the existing structures could give insight on the way Juneau's early settlers lived, how housing was built in the past, and design features that past residents' felt was important. Demolishing the city's resources before documenting them could be detrimental to historians' work, present and future. Mining-era architecture in Juneau is a very limited resource, and if this neighborhood is demolished, it would be the most substantial loss of 1880-1940 architecture in Downtown Juneau in the last 50 years. If it is the wish of the Assembly to demolish the historic neighborhood, we humbly request that a HABS III level of documentation be performed. From the National Park Service website, this would include:

1. Drawings: Sketch plan
2. Photographs: Photographs with large-format negatives of exterior and interior views (Can utilize digital high-resolution photography as well)
3. Written data: Short form for historical reports

It is recommended the Assembly take the following actions:

1. Continue current contracts with local contractor to document the building's according to HABS III level of investigation
2. Pause decisions on how to proceed with the Telephone Hill Redevelopment project until receiving recommendations from the Historic Resources Advisory Committee following the completion of the scaled back Section 106 review.

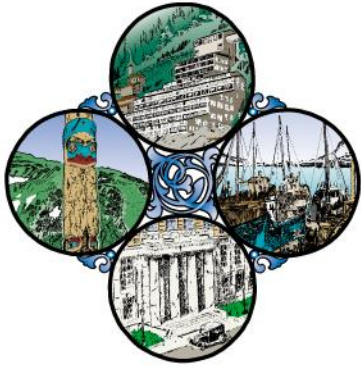
We appreciate your consideration of our recommendations,

Sincerely;

A handwritten signature in black ink, appearing to read 'Shannon Crossley', written over a horizontal line.

Shannon Crossley, Vice-Chair

Note: Chair Zane Jones declared a conflict as he is employed by MRV Architects (local consultant on project).



**City and Borough of Juneau, Alaska  
Historic Resources Advisory Committee**

May 6, 2024

Subject: Telephone Hill Anticipatory Demolition

Honorable Mayor Weldon and Assembly:

The Historic Resources Advisory Committee has not contacted the Alaskan State Historic Preservation Office in regard to the Telephone Hill Project. As of last week, it was called to my attention that the City and Borough of Juneau's Engineering staff and project managers have also not contacted the SHPO office to ask about the potential issues surrounding demolition before documentation.

It is our experience that bringing SHPO into the conversation on Historic Preservation projects is the path to a successful project, so they can best guide the Federal, State or Local entity tasked with the responsibility of a historic asset.

The consequences of not performing the required Section 106 or similar process when Alaska State funding or Federal funding are used on a property could open the City and Borough of Juneau up to lawsuits by community members and potentially limit the types of funding used.

The term anticipatory demolition pertains to destroying historic properties prior to seeking Federal assistance in an effort to avoid the Section 106 process. For reference, Section 106 of the National Historic Preservation Act (NHPA), 36 CFR 800.9 and Section 110 (K) of the NHPA. State law is the Alaska Historic Preservation Act Sec 41.35.070.

We strongly recommend the City and Borough of Juneau's Assembly to direct CBJ staff to open a dialogue with the Alaskan SHPO officers, to best protect the municipality and future development on Telephone Hill.

We appreciate your consideration of our recommendation,

Sincerely;

Shannon Crossley, Acting Chair



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

**COMMUNITY DEVELOPMENT DEPARTMENT - REQUEST FOR AGENCY COMMENT**

**DEPARTMENT:**

**STAFF PERSON/TITLE:**

**DATE:**

**APPLICANT:**

**TYPE OF APPLICATION:**

**PROJECT DESCRIPTION:**

**LEGAL DESCRIPTION:**

**PARCEL NUMBER(S):**

**PHYSICAL ADDRESS:**

**SPECIFIC QUESTIONS FROM PLANNER:**

**AGENCY COMMENTS:**

**AGENCY COMMENTS (CONTINUED):**



Historic Resources Advisory Committee

(907) 586-0715

hrac@juneau.org

www.juneau.org/community-development/hrac

155 S. Seward Street • Juneau, AK 99801

May 23, 2024

Justin Abbott  
AT&T Mobility  
870 Oravetz Road SE  
Auburn, WA 98092

RE: 230 S. Franklin Street Wireless Communication Facility - Design Review

Dear Mr. Abbott:

230 S. Franklin Street is located in the Juneau Downtown Historic District. The building is a noncontributing building built in 1973. Renovations within the Juneau Downtown Historic District are reviewed for compliance with the Design Guidelines for New Construction (04 CBJAC 080 Article VIII).

The Historic Resources Advisory Committee (HRAC) reviewed the proposed wireless communications facility, including the building materials, colors, and façade modifications.

HRAC voted unanimously to recommend approval for this project. Thank you for bringing the project to the committee and allowing HRAC the opportunity to review the proposal. We appreciate your attention to detail and look forward to seeing the changes.

Sincerely,

Shannon Crossley, Acting Chair  
Historic Resources Advisory Committee



Historic Resources Advisory Committee

(907) 586-0715

hrac@juneau.org

[www.juneau.org/community-development/hrac](http://www.juneau.org/community-development/hrac)

155 S. Seward Street • Juneau, AK 99801

August 6, 2024

City and Borough of Juneau Assembly  
155 Heritage Way  
Juneau, Alaska  
99801

RE: Douglas Cemetery

Dear Esteemed Assembly Members:

The City and Borough of Juneau Historic Resource Advisory Board supports the Douglas Cemetery plats to be maintained by the City and Borough of Juneau. We advise the Assembly to consult with the appropriate Tribal, cleric and fraternal entities who are represented in the multi-property cemetery, and for CBJ to assume responsibility for the maintenance of this hallowed ground.

We honor the lives of our Alaskan pioneers and indigenous peoples, and wish to see the municipality assume maintenance responsibility for the burial ground of our Douglas citizens, as it has for the Juneau citizens.

Sincerely,

Shannon Crossley, Acting Chair  
Historic Resources Advisory Committee



## City and Borough of Juneau, Alaska Historic Resources Advisory Committee

Chair, Gary Gillette, Architect  
Vice Chair, Dorene Lorenz, At Large  
Jerrick Hope-Lang, Knowledgeable of Tlingit and Haida Culture  
Cheryl Jebe, At Large  
Recorder, Shannon Crossley, Architectural Historian  
Steve Winker, At Large  
Robin Brenner, At Large

October 19, 2024

Subject: FY2026 CBJ Legislative Capital Priority List

Denise Koch, Engineering and Public Works Director,

The Juneau Historic Resources Advisory Committee (HRAC) has received your request for committee review of the FY2026 CBJ Legislative Capital Priority List. On October 2, 2024, HRAC held a public meeting at which time the Capital Priority List was reviewed and discussed. HRAC members determined there were two projects on the list that are pertinent to the committee's role to advise on historic resources in the community. HRAC offers the following comments and recommendations:

### **Waterfront Juneau-Douglas City Museum**

HRAC strongly supports the pursuit of a new city museum. Preserving and protecting Juneau's history and historical objects is of vital importance for our community. The current facility was not designed as a museum and lacks critical components to adequately exhibit and store valuable and vulnerable artifacts and archival documents.

The basement level of the current museum building, which is used for storage of artifacts, artwork, and archival materials, experiences water intrusion seriously compromising the effort to protect historic materials. Proposed solutions to address this situation would not fully solve the issue and be extremely costly, reduce an already very limited storage area, and is subject to failure over time as there is inadequate drainage around the building. Further, the current HVAC system in the building was an add-on and does not meet recognized museum standards for protection of historical materials.

**HRAC recommends** pursuit of legislative funding assistance for a new city museum.

### **Telephone Hill Redevelopment**

Numerous times in the past, HRAC has recommended saving the historic buildings on Telephone Hill. For over one hundred years these buildings have provided critical housing stock to our community. These houses are some of the oldest buildings in Juneau. Once they are lost, they cannot be replaced. The Assembly owes the community to make a serious effort to evaluate these buildings for rehabilitation.

A city commissioned Construction Conditions Survey executed a limited assessment of the buildings on Telephone Hill. The study concluded, "At a minimum, the homes need to be remodeled and retrofitted. Unless the building is saved as a historic building, it is likely not economically feasible for CBJ to own or rent the property (emphasis added)." The Assembly has not advocated owning or renting these housing

units. Historic buildings may find relief of some building code provisions thereby making them more feasible for rehabilitation in a comprehensive redevelopment plan.

Another city commissioned study analyzed the market and feasibility of new housing on Telephone Hill. The result concluded substantial financial assistance would be required from the city and that 24% of the housing units would need to be short term rentals for the project to “pencil out.” Rehabilitated historic houses have proven to be a very popular short-term rental option.

The study suggested increasing the height of new buildings to nine stories requiring a change in structural materials from wood to steel, thus adding cost to the project. Wood construction technology has improved over the years making mid to high rise structures more feasible. These alternate wood technologies, known as mass timber construction methods, should be investigated as they would allow taller buildings to reach the same number of units at the site. This option may allow the historic buildings to remain and be developed for short term rentals or other options.

The legislative request indicates the funds would be “used for removal of hazardous materials and environmental cleanup; demolition of existing structures; a redevelopment study; site preparation; utility and infrastructure upgrades; and re-subdivision.” It seems premature to demolish the buildings until a comprehensive redevelopment study is completed.

**HRAC recommends** that “demolition of the existing structures” be removed from the scope of work until such time a full assessment of the existing buildings is undertaken, and a comprehensive redevelopment study is completed. A comprehensive redevelopment study should include various property ownership scenarios, use of newer wood technology construction methods, and rehabilitation of historic properties for use as short term rentals, professional office space, or boutique restaurants as several private property owners have successively done in Juneau.

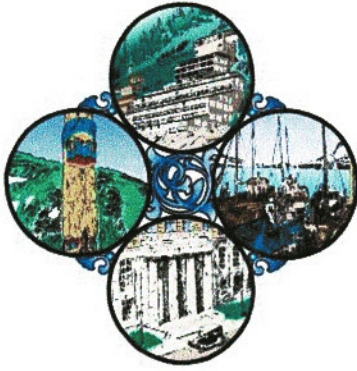
HRAC appreciates your thoughtful consideration of our recommendations.

Sincerely, for the Juneau Historic Resources Advisory Committee.



Gary Gillette, HRAC Chair

cc: Ashley Heimbigner, CBJ Engineering



**City and Borough of Juneau, Alaska  
Historic Resources Advisory Committee**

December 9, 2024

Re: Historic Property Review - 455 S. Franklin Street

Dear Ms. Gizinski,

The Historic Resources Advisory Committee (HRAC) reviewed your proposed project at 455 S. Franklin Street for compliance with the Downtown Historic District Design Standards. This project was reviewed in March 2024 and a letter dated March 12, 2024, was sent by then Chair Zane Jones regarding HRAC's determination.

Upon review, HRAC determined that the updated design conforms with the March 2024 determination. Specifically, the design indicated on drawings G100, A200, and A400 (all dated 11-25-24) comply with the design standards.

Thank you for submitting these updated drawings. If you need further information or have questions, please do not hesitate to contact us.

Sincerely,

Gary Gillette  
HRAC Chair



## City and Borough of Juneau, Alaska Historic Resources Advisory Committee

Chair, Gary Gillette, Architect  
Vice Chair, Dorene Lorenz, At Large  
Jerrick Hope-Lang, Knowledgeable of Tlingit and Haida Culture  
Cheryl Jebe, At Large  
Recorder, Shannon Crossley, Architectural Historian  
Steve Winker, At Large  
Robin Brenner, At Large

December 17, 2024

To: Mayor Weldon and CBJ Assembly

Through: Alexandra Pierce, Tourism Manager

Subject: FY2026 CBJ Marine Passenger Fee Projects

Over the past several years Juneau has hosted over a million cruise ship visitors to the Capital City each season. Tourism surveys have long identified top attractions in Alaska and Juneau are its natural wonders and historical/cultural experiences. Upon arrival visitors are barraged by vendors enticing them to leave the downtown area seeking a variety of sightseeing adventures which are predominately oriented to natural beauty experiences. Some visitors become confused or lost as they explore our community for historical/cultural experiences.

The Juneau Historic Resources Advisory Committee (HRAC) is pleased to submit two projects for funding consideration through the Marine Passenger Fee Program. These projects would benefit cruise ship visitors by offering them clear direction to local indigenous places within areas of the city close to the ship docks and to the Downtown Historic District which is the historic core of the original townsite.

**HRAC recommends** the following projects in no order of preference:

- Indigenous Places Walking Tour Map
  - Description: Research and produce a walking tour of noteworthy Indigenous spaces and places in Downtown Juneau to include important moments in Native Alaskan history, homes of indigenous civil rights leaders, and properties linked to fight for civil rights. Places might include home of founding father Richard Harris and his native wife at Telephone Hill and home William Paul rented as the first Tlingit state representative. This project would include consulting with elders, community members, and Sealaska Heritage.

The project is proposed in two phases. Phase I would be for research, content development to include text and photos, and cost estimates. Phase II would include production of a walking tour map and other media.

- Estimated Cost: Phase I: \$50,000
- Downtown Historic District Gateways
  - Project Description: Development and installation of wayfinding gateways that direct locals and visitors to the Downtown Historic District. A gateway structure would span the

roadway at two primary entries to the district: one at South Franklin Street near the Red Dog Saloon and one at Ferry Way across from Marine Park. The gateway structures might feature lights, symbols, and text identifying the historic downtown district. The project is proposed in two phases. Phase I would be for planning, design, and cost estimating. Phase II would be for construction.

- Estimated Cost: Phase I: \$50,000

HRAC appreciates your thoughtful consideration of our proposed projects.

Sincerely, for the Juneau Historic Resources Advisory Committee.

A handwritten signature in black ink, appearing to read 'Gary Gillette', with a long horizontal flourish extending to the right.

Gary Gillette, HRAC Chair



## City and Borough of Juneau, Alaska Historic Resources Advisory Committee

Chair, Gary Gillette, Architect  
Vice Chair, Dorene Lorenz, At Large  
Jerrick Hope-Lang, Knowledgeable of Tlingit and Haida Culture  
Cheryl Jebe, At Large  
Recorder, Shannon Crossley, Architectural Historian  
Steve Winker, At Large  
Robin Brenner, At Large

XXXXXX 00, 2024

CBJ Human Resources Committee

Ella Adkison, Chair; Wade Bryson; Maureen Hall; Neil Steininger

Subject: Historic Resources Advisory Committee

The Juneau Historic Resources Advisory Committee (HRAC) has an identity crisis. In 1987 HRAC<sup>1</sup> was established to advise the city on preserving Juneau's unique and rich history. Unfortunately, over the years support and commitment of the assembly has waned. In the early 1990s Juneau developed a historic downtown improvement plan. Implementation included updates and improvements to downtown utilities, streets, and amenities such as period reflective lighting fixtures, flower baskets, and decorative banners. The city's improvements sparked a revitalization by private property owners who restored the luster of their historic buildings giving downtown a new lease on life.

Along with establishing HRAC, the city adopted historic district standards that would preserve visual aesthetics of the downtown area. The community development department budget featured a line item for historic preservation activities and public education of the importance of preserving historic buildings to keep downtown a vital area. A design review board was established to review all improvements in the downtown historic district. Contemporary designs are not restricted if they retain the pedestrian scale and harmony of the original district.

Ultimately the design review board was eliminated, the required historic district development permit was eliminated, the preservation budget was eliminated, enforcement was eliminated, and now application of the standards often falls through the cracks. Unfortunately, the loss of these important preservation tools has, in part, put the viability of the downtown historic district in peril. Currently there are approximately eighteen vacant storefronts in the district.

Other pressures have or will affect the viability of the historic district including the expansion of tourist related businesses on South Franklin Street, the proposed new cruise ship complex west of the district, moving City Hall out of the district area, and the Gold Belt proposal for a cruise ship complex on West Douglas Island.

---

<sup>1</sup> (Title 49.10.410) Historic Resources Advisory Committee:

- Reviewing and making recommendations about local projects that might affect properties identified in the local Historic Preservation Plan.
- Reviewing and developing nominations to the National Register of Historic Places for properties within CBJ.
- Cooperating and consulting with the Assembly, the Historic District Commission, the Community Development Department, and the State Historic Commission on matters concerning historical districts and historic, prehistoric, and archaeological preservation in the City and Borough.
- Reviewing and making recommendations about the collections, exhibitions, education programs, long-range plans, and other pertinent activities of the Juneau-Douglas City Museum.
- Performing other actions which are necessary and proper to carry out the above duties.

Historic preservation is an important element of a community's character, identity, and viability. Historic preservation goals and objectives are identified in the CBJ Comprehensive Plan (2013), Historic and Cultural Preservation Plan (2020), and the *Draft* Blueprint Downtown Plan which states:

“Juneau’s unique history and heritage is an asset worthy of investment. These assets attract tourists, shoppers, businesses, and residents. Over the years, many historic buildings have been lost, making those that remain even more important if downtown is to keep a link to its past. Designated historic landmarks and the centrally located Downtown Historic District are invaluable cultural resources that can contribute substantially to downtown’s economic vitality and identity.”

For many years, Juneau has been a leader, throughout Alaska, in its historic preservation efforts. As the State Capital, it is appropriate to be a model for the rest of the state regarding responsible preservation of historic and cultural resources. Juneau became the first community to meet the requirements of the Certified Local Government (CLG) program established by the federal National Historic Preservation Act. This program offers resources and funding opportunities to assist communities with historic preservation activities. Juneau’s grants are listed on page three of this letter. For the last three grant cycles Juneau has not applied for any grants due to no budget available for staff to support historic preservation.

HRAC promotes the reinvigoration of historic preservation efforts. The recommendations below are not seen as all-inclusive but would “get the ball rolling” back to the level of preservation activities seen in the past. The Committee recommends the following:

- A. Re-establish budget for ½ FTE staff position at the Community Development Department for historic preservation activities that support the goals and objectives identified in the adopted Historic and Cultural Preservation Plan. The highest priority activities would be:
  - a. Submitting applications for CLG grant assistance and providing in-kind staff match to nominate the Juneau Townsite district to the National Register of Historic Places.
  - b. Allow staff and HRAC to work with “Juneau Main Street” program and its efforts to revitalize the Downtown Historic District.
  - c. Reinstate the required permit process for development in the historic district to alleviate projects from falling through the cracks. This was begun about three years ago but has not proceeded due to staffing limitations.
  - d. Provide outreach to property and business owners about the importance of preserving the downtown historic district and enforcement through the development and sign standards.

HRAC appreciates the value of the Human Resource Committee’s (HRC) time thus this letter has tried to capture the most timely and relevant issues at this point. HRAC is more than willing to further discuss historic preservation issues with HRC at its convenience.

Thank you for your thoughtful consideration of our recommendations.

Sincerely, for the Juneau Historic Resources Advisory Committee.

Gary Gillette, HRAC Chair

## **Juneau CLG Grant Awards**

### **Historic Preservation Planning Grants**

*Historic Preservation Plan, Phase I. 2015; Phase II, 2017.*  
*Juneau Memorial Building Use and Preservation Plan. 2012.*  
*Juneau Downtown Historic District Design Standards Evaluation. 2005, 2006, 2007.*  
*Historic/Cultural Preservation Plan. 1995, 1996.*

### **Survey and Inventory Grants**

*Treadwell Mining Complex Historic Properties Study. 2009.*  
*Historic Preservation Database. 2008, 2010.*  
*Merchant's Wharf Historical Survey: Historic Property Evaluation of Alaska Coastal Airlines Hangar*  
*Perseverance Trail Survey, Last Chance Basin to Silver Bow Basin. 2003.*  
*Historic Building Survey of the Casey-Shattuck Neighborhood. 2000, 2003.*  
*Historic Cemeteries in Douglas, Alaska. 1994.*  
*Inventory and Survey of Historic Shipwrecks. (6) 1991.*  
*Chicken Ridge Neighborhood Historic Building Survey. 1991*  
*Report of the Treadwell Historic Resources Survey. 1990.*  
*Report of the Juneau Dairy Farming Historic Resources Survey. 1990.*  
*Historic Structures Report for Jualpa Mine Camp of the Alaska Juneau Gold Mining Company. 1989.*  
*Douglas Townsite Historic Building Survey. 1988.*  
*Juneau Townsite Historic Building Survey. 1987. Updated Survey. 2021, 2022*

### **National Register of Historic Places Grants**

*Juneau Memorial Library Nomination. 2004*  
*Historic Cemeteries of Juneau and Douglas, Alaska. 1996.*  
*Chicken Ridge National Register Nomination. 1992.*

### **Historic Preservation Development/Predevelopment Grants**

*Alaska-Juneau Gold Mine Power Towers. 2014.*  
*Treadwell Saltwater Pump House Stabilization. 2013.*  
*Stabilization of Historic Structures at Jualpa Mine Camp Historic District. 1994, 1995, 1996, 1997, 1999, 2001, 2002, 2006.*

### **Historic Preservation Education Grants**

*Treadwell Mine Interpretive Panels, 2017.*  
*Evergreen Cemetery Inventory and Interpretation. 2014.*  
*Treadwell Mine Signs and Interpretive Shelter. 2012.*  
*Treadwell and Jualpa Mines Interpretive Signs. 2010.*  
*Downtown Juneau Interpretive Signs. 2005.*  
*Interpretive Signs for Traditional Places. 2001.*  
*Historic Preservation Web Page. 1998, 2000.*

### **Commission Training Grants**

*National Alliance of Preservation Commissions Forum, 1999, 2005, 2008, 2014, 2015, 2017.*  
*Local Historic Preservation Commission Training. 2009, 2012.*  
*CLG Workshop. 2000.*  
*Economic Perspectives: Making the Historic Preservation Connection Workshop. 1993, 1994.*



Published on *City and Borough of Juneau Alaska Meetings* (<https://juneau-ak.municodemeetings.com>)

[Home](#) > [CBJ Board Application](#) > [Webform results](#) > CBJ Board Application

#### Submission information

Form: [CBJ Board Application](#) [1]  
 Submitted by Visitor (not verified)  
 Mon, 07/07/2025 - 12:18am  
 65 74 52 126

#### First Name

Cameron

#### Last Name

Pike

#### Residence Address

[REDACTED] Juneau AK 99801

#### Mailing Address

[REDACTED] AK 99801

#### Primary Phone Number

[REDACTED]

#### Secondary Phone Number

#### Email

[REDACTED]

#### Board, Commission, Committee

- Airport Board
- Historic Resources Advisory Committee

#### Current of Prior Experience on CBJ Boards/Commissions/Committees

Historic Resources Advisory Committee, 2020 (resigned when I left to work overseas), service under previous name (Benjamin Huskinson)

#### Reasons for Applying

The Airport Board - I fly often and I have a vested interest in contributing to our airport's smooth operation. My preference would be to serve on this board  
 Historic Resources Advisory Committee - I am a trained historian, and I enjoyed my previous experience serving on the committee in 2020

#### Qualifications

I am a military veteran, a former academic researcher/teacher, and a current civil servant. I take my civic obligations seriously, and I'd like to do more for Juneau. I hold a PhD in history, as well as an MBA.

**Civic Activities, Memberships or Non-profits Involved With**  
Board Member, Congregation Sukkat Shalom, 2025 - present

**Working with a Group**

I have decades of experience working with diverse groups across the military, academia, and the civil service. I am a certified mediator, and try to listen more than I speak - and I tend to ask questions. Everyone in the group has a valuable perspective to share, and I'd like to consider every one.

**Meeting Schedule and Attendance**

Yes

**Date of Birth (Optional)**

**Ethnicity (Optional)**

**Gender (Optional)**

**Acknowledgment/Certification**

Cameron Pike

**Resume, Education, etc. (Optional)**





## OFFICE OF THE MUNICIPAL CLERK

155 Heritage Way, Juneau AK 99801

Phone: (907)586-5278

email: [di.cathcart@juneau.gov](mailto:di.cathcart@juneau.gov)

### MEMORANDUM

DATE: July 1, 2025

TO: Assembly Human Resources Committee

FROM: Diane Cathcart, Deputy Municipal Clerk

cc: Emergency Programs Staff Liaisons Ryan O'Shaughnessy, Teri Rehfeldt

RE: (LEPC) Seat Assignment/Nomination

---

Per [Resolution 2974](#), the Local Emergency Planning Committee (LEPC) has primary and alternate seats. I ask the Assembly Human Resources Committee to forward to the Assembly for recommended appointment, the nomination of the applicant listed below.

#### **Appointment: For Term Beginning Immediately & Ending December 31, 2027**

**Seat 9 –Community Group – Thomas Young-Bayer (replacing Michael Mazouch)**

#### **Recommended Motion:**

*I move the Assembly Human Resources Committee forward to the full Assembly for approval, the recommendation to forward to the State of Alaska Emergency Response Commission the appointment of Thomas Young-Bayer, Community Group Seat 9, for a term beginning immediately and ending December 31, 2027, and ask for unanimous consent.*



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Submission information

Form: [CBJ Board Application](#) [1]  
 Submitted by Visitor (not verified)  
 Tue, 06/10/2025 - 4:07pm  
 24 237 12 156

**First Name**

Thomas

**Last Name**

Young Bayer

**Residence Address**

[REDACTED]

**Mailing Address**

same

**Primary Phone Number**

[REDACTED]

**Secondary Phone Number**

[REDACTED]

**Email**

[REDACTED]

**Board, Commission, Committee**

Local Emergency Planning Committee

**Current of Prior Experience on CBJ Boards/Commissions/Committees**

none

**Reasons for Applying**

I am applying to serve as the representative for Juneau Animal Rescue and Juneau Animal Control & Protection. The current representative for our agencies, Director of Animal Control Mike Mazouch, is moving out of state and has elected me to serve in his succession. I would like to increase our agency's responsiveness to natural disasters and emergencies in Juneau. I would like to implement systems within our agencies and in collaboration with other CBJ agencies that will enable us to 1) educate and assist people or families with animals to plan and prepare for possible natural disasters including but not limited to glacial outburst floods and landslides; 2) assist rescue teams on scene in efforts to evacuate people/families and their companion animals from emergency situations, and 3) provide a variety of resources to people/families and their animals during the recovery period.

in the wake of an emergency, possibly including but not limited to safe food and shelter, pet behavioral support, and veterinary services.

**Qualifications**

I served as a First Mate aboard oceangoing vessels, responsible for the safety of crew and passengers, directing crew during emergency responses, and preventing emergencies by maintaining vital ship safety systems. I served as a Facilities Manager of a 50 to 60-employee company and was responsible for bringing the organization into compliance with safety regulations, developing protocols for safety training, and responding to emergency situations. I worked as an EMT with CCFR for the past year through the CARES program and am now working for Juneau Animal Rescue as an Animal Control & Protection Officer.

**Civic Activities, Memberships or Non-profits Involved With**

CCFR Water and Rope Rescue Teams (Special Teams)

Juneau Mountain Rescue

**Working with a Group**

I believe the first step to respecting other perspectives is to listen patiently, to withhold judgement, to ask questions out of curiosity, and to provide adequate time to hear other people's perspectives. I believe in approaching a problem by first asking what we seek to achieve, i.e. what are the goals or metrics success will be measured by, and then asking what are known effective approaches to achieve these goals. It is perfectly normal and expected for different groups to have different goals and this needs to be respected. We can work together when we find ways in which our goals can mutually support one another. For instance, CCFR's mission focuses on human life, whereas JAR's mission focuses on domestic animals' welfare. However, these do not need to be in conflict with each other. One study found that during Hurricane Katrina, 44 percent of the people who did not evacuate claimed that they stayed behind for their companion animals (<https://www.prindleinstitute.org/2017/09/dogs-cats-first-evacuating-pets-times-disaster/>). Providing rescue and recovery services for animals also saves human lives. Involving Animal Control agencies in these efforts can help protect other first responders and serve the needs of human victims. Therefore, the goals of both agencies, CCFR and Animal Control can be achieved together with the right coordinated approach.

**Meeting Schedule and Attendance**

Yes -- I will be out of town July 9 though but can make every other meeting

**Date of Birth (Optional)****Ethnicity (Optional)****Gender (Optional)****Acknowledgment/Certification**

Thomas H. Young-Bayer

**Resume, Education, etc. (Optional)**