



HISTORIC RESOURCES ADVISORY COMMITTEE AGENDA

August 6, 2025 at 5:00 PM

Downtown Library Large Meeting Room/Zoom Webinar

<https://juneau.zoom.us/j/83850456186?pwd=PlhMDQ6J0pZVZstxXqxuQelPfHeO6a.1>

Meeting ID: 838 5045 6186 Passcode: 686356

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. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

F. AGENDA TOPICS

1. HRAC Membership, Board Elections & Annual Report

2. Sign Enforcement

G. STAFF REPORTS

H. COMMITTEE MEMBER COMMENTS

I. NEXT MEETING DATE

J. SUPPLEMENTAL MATERIALS

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.



July 15, 2025

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155 Heritage Way • Juneau, AK 99801

MEMO

From: Nate Watts, Code Compliance Officer

To: Scott Ciambor, Planning Manager

RE: Sign Enforcement within the Downtown Business Corridor

Purpose: As a follow-up to my recent outreach effort regarding noncompliant signage downtown, this memo outlines current conditions, responses and next steps.

Background and Context: Compliance priorities typically focus on health and safety over signage unless a complaint is received or if it is identified as a public safety concern. The increased visibility of sidewalk obstructions and upon receiving a complaint concerning accessibility, I distributed notices to any business with prohibited sandwich board signs.

Action Taken: Wednesday July 9, 2025, information notices were delivered to any business with sandwich boards on North Franklin, Front, and Seward Street. On Friday the 11th, the Four Points, the Wharf, and those between the Marine Parking Garage and Ferry Way received notices. Approximately 32 businesses have received notices, while some locations on south Franklin have not yet received their notice.

Approach and Responses: Information over enforcement. I advised owners that sandwich boards are prohibited. Most owners pushed back some but understood the accessibility concern. Responses included, "I'll follow the rules if other will", or asked if the sign is located "on my property" can that be allowed. My talking points were: 1) sidewalks should remain clear for pedestrians 2) secure signs to the building 3) verify sign status with a Planner 4) prohibited signs risk additional enforcement and fines. Most owners agreed, yet one wanted to debate the code, and push for changes. I encouraged her to contact the Planning Department to discuss the details and inquire about the process for code changes.

Next Step Enforcement: Effective enforcement will take a couple of weeks. I've requested the Print Shop to create some notice of violation stickers that will stick directly to signs. When used, I will generate an enforcement case and track compliance. The sticker will serve as my notice and be followed up with citations if I am to prioritize these cases. Currently there is only one enforcement case downtown, with Franklin Foods LLC. The remaining locations have not met the threshold for creating a compliance case. Typically, due to the short tourist season, lengthy enforcement process and prioritization of cases, the season is over before we escalate cases to the citation phase. While we can escalate any single case to the citation phase, the commitment should address all violations equally at the same time.

Memo Purpose:

- Signage Compliance Update and Efforts for Downtown.
- Current conditions.
- Responses and next steps.

Background and Context:

- Compliance workload prioritizes health and safety unless a complaint or public safety concern is raised.
- A complaint was received shortly after we observed an increase in sidewalk obstructions.
- Notices were issued to any business with prohibited sandwich board signs.

Action Taken:

- Wednesday July 9, 2025, information notices were delivered to most businesses with sandwich boards.
- Friday, July 11, we finished addressing several others. I still need to complete South Franklin Street.
- Approximately 32 businesses have received notices, while some locations on south Franklin have not yet received their notice.

Approach: Information over enforcement, main points.

- Sandwich boards are prohibited.
- Talking points have been:
 - 1) sidewalks should remain clear for pedestrians.
 - 2) secure signs to the building.
 - 3) verify sign status with a Planner.
 - 4) prohibited signs risk additional enforcement and fines.

Next Step Enforcement:

- Notice of violation stickers have been requested to stick directly to signs.
- When used, an enforcement case will be created and tracked.
- The sticker will serve as my official notice and be followed up with citations if instructed to do so.
- Currently there is only one enforcement case downtown, with Franklin Foods LLC.
- Remaining locations have not met the threshold for creating a compliance case.

Typically, due to the short tourist season, lengthy enforcement process and prioritization of cases, the season is over before we escalate cases to the citation phase. While we can escalate any single case to the citation phase, the commitment should address all violations equally at the same time.