ASSEMBLY LANDS HOUSING AND ECONOMIC DEVELOPMENT AGENDA

March 16, 2026 at 5:00 PM

Assembly Chambers/Zoom Webinar

https://juneau.zoom.us/j/94215342992 or 1-253-215-8782 Webinar ID: 942 1534 2992

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. **February 23, 2026 Draft LHED Minutes**

F. AGENDA TOPICS

1. **Affordable Housing Fund Annual Report**
2. **Short Term Rentals – One Per Person Limits**

G. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

H. NEXT MEETING DATE April 13, 2026

I. ADJOURNMENT

ADA accommodations available upon request: contact the Clerk's Office (907)586-5278 or city.clerk@juneau.gov at least 36 hours prior to a meeting, to request ADA arrangements.

ASSEMBLY LANDS HOUSING AND ECONOMIC DEVELOPMENT MINUTES

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C. ROLL CALL

Members Present: Acting Chair Neil Steininger, Alicia Hughes-Skandijs, Paul Kelly, Maureen Hall
Additional Assembly Members Present: Mayor Weldon, Christine Woll
Liaisons Present: Paulette Schirmer, PRAC liaison; Jim Becker, Docks & Harbors Board liaison ; Lacey Derr, Planning Commission liaison
Liaisons Absent: none
Staff Present: Lands Manager Dan Bleidorn; Deputy City Manager Robert Barr; CDD Planning Manager Scott Ciambor

D. APPROVAL OF AGENDA – approved as presented

E. APPROVAL OF MINUTES

1. January 26, 2026 Draft LHED Minutes – approved as presented

F. AGENDA TOPICS

1. Vertical Bridge Request to Amend the Communications Tower Lease at 3000 Fish Creek Road

Mr. Bleidorn discussed this topic. No committee discussion.

Mr. Kelly moved that the Lands Housing and Economic Development Committee provide a motion of support to amend the lease of CBJ property located at 3000 Fish Creek Road. Motion passed unanimously.

2. Proposed Land Trade between CBJ and the State of Alaska

Mr. Bleidorn discussed this topic. Mr. Kelly asked what we currently use this property for and what would we use the easement for if we move this forward. Mr. Bleidorn replied that currently the property is vacant, and it's outside of the existing Whale Park area, and I think if we were able to get an easement from DOT as part of a land trade, it could be used for any type of activity that wouldn't build a permanent structure on it. That could be something like a public market style event, or anything that would be non-permanent, and anything that would allow the DOT to come in and utilize the property for reinforcing the bridge in the future.

Chair Steininger asked if this isn't the area directly underneath the bridge, but more of the grassy area near where there's the whale-tailed looking benches. Mr. Bleidorn replied that it was correct, it is not the area directly under the bridge, it's directly south and adjacent to the bridge, the corner of this property is in the shadow of the bridge. This property has the tax id of 1C060K580060.

Ms. Hughes-Skandijs asked for confirmation and that Mr. Bleidorn used the example of a public market, you know, I'm imagining tents or things like that, so long as the guideline be, if we can break it down within a day, we could stage something there. Mr. Bleidorn replied that it was correct and any easement for use would be negotiated with the DOT, but one time prior to the 2016 Land Management Plan being adopted, the Assembly looked at this property to try to think about somehow doing some type of affordable housing on it. It was very complicated because of the shape and size of the property. But I think at that time, DOT took note, and they were maybe against it, and since then, they've been thinking about ways to try to acquire this from the city. I think it's been on their mind for about 10 years since we went through the public process of adopting the Land Management Plan.

Mr. Kelly asked if the values of the land are approximately the same, and if that matters in a government-to-government transaction. Mr. Bleidorn replied it does matter but less so in a government-to-government transaction. Based on the square footage of what we would need from the DOT, it's likely that the city property that we would be giving up as part of this land trade would have a lower value than the property that we'd be acquiring from the DOT. We're going to work on calculating that out and making sure that we negotiate a land trade that is in the city's best interest, financially. That is something we'll look at in the future, but most likely, we'd be benefiting more than a value-value-wise.

Ms. Hughes-Skandijs moved that the Lands Housing and Economic Development Committee provide a motion of support to direct staff to begin the negotiation of land trade with DOT. Motion passed unanimously.

3. Request for Direction on the Disposal of City Property located at 155 Heritage Way

Mr. Bleidorn discussed this topic. Mr. Kelly asked that under the current zoning of this area, what could a future owner use this property for. Mr. Bleidorn replied that this property is zoned mixed use, so there's a wide array of future uses that could take place here.

Ms. Hall asked that regardless of who wins the seal bid, would the building go on to the property tax roll, or would that depend? Mr. Bleidorn replied that depending on who purchases it, if a non-profit acquires a building, or if another government entity acquires the building, then we'd have to look at their tax abilities. But if it does sell to somebody who acquires it is a private business or a private entity, then it would just be on the tax roll.

Ms. Hughes-Skandijs noted the breakdown and description of each of the disposal types from city code, and wanted to discus the disposal methods, particularly for this property. Were there any times that the city has exempted a specific disposal by ordinance? Are there examples in recent memory? Mr. Bleidorn replied that he thinks that question is related to options for terms and conditions, and I think there's the option for the Assembly to choose to make some type of request for proposals, which would be more related to a response rather than a disposal. I think that would be another option and I briefly touched on that in the memo, but I think if the assembly determines that they want some type of parameters, guidelines, or a specific future use in mind, it might make sense to do some type of request for proposals and then determine how to move forward with the disposal from that. Ms. Hughes-Skandijs followed up to ask that when she looks at this, a request for proposals is one of the things the city could do, but if the city exempts this particular piece of property by ordinance, is there anything that stops the city from doing some modified version that's a combination of these, where the city desires to have some control of the future use, or some control that's not based solely on price, so it's not solely a disposal, but mimics some of what is good about, say, a sealed competitive bid. Mr. Bleidorn replied that any type of disposal, if the Assembly determines that certain things they want to have completed as part of this, we could incorporate all those things into an ordinance that would authorize the disposal.

Chair Steininger asked if we did a sealed bid auction on the property, could we include parameters, along the lines of sometimes when the state auctions off property, you get a credit towards your bid based on certain criteria, usually it's like a veteran's preference or something along that line. But could we structure something where we said we want to see housing preferential, but we don't want to put so many strings on this as to close down the pool of bidders, and say have some credit towards your bid if you intended to use the property for housing, or something along those lines, rather than going to a full RFP, some kind of mixed option. Is that within the realm of possibility? Mr. Bleidorn replied that it's definitely within the realm of possibility, and there's opportunity for development proposals to be a significant factor in the award, and if that's the case, it would be subject to approval by the Assembly.

Ms. Hughes-Skandijs asked if is it true more often than not that when we do an appraisal it comes in higher than our assessed value. Would you say that's true in the disposals where we've done an appraisal? Mr. Bleidorn replied that it's a complicated question to provide an answer to, especially because we don't have assessments of publicly owned property. The assessment database is based on properties that are on the tax roll, and this building is not on the tax roll. I talked to the assessors and it's hard for them to evaluate this property, especially when you can look at it in different parameters. If the Assembly determines that we want to do something that's more complicated than a straight sealed competitive bid sale, then maybe evaluating the price through a appraisal makes the most sense. But the competitive nature of a sealed bid sale would be the starting price, the $2.5 million, would be the minimum bid. And so I think, you know, the more parameters, the more terms and conditions, the more complicated we want to make this, the more we would want to fine-tune the value of the property prior to going and looking for requests for proposals, for example.

Mr. Kelly asked if we would be able to apply tax incentives to a future buyer if, say, they end up building housing, or some other use that the Assembly decides that we find important. Mr. Bleidorn replied that the building is in downtown, and we do have tax incentives in place for downtown, so outside of the sale process, say somebody acquired it from the CBJ, and they've determined that their best use is to build housing, it is in the downtown area, so they can apply for the tax abatement, and then they could follow through and also apply for the Affordable Housing Fund loan program, which has an extra benefit if it's downtown, they score higher if they're downtown. There's opportunity for new owners of this building to apply for the existing programs that the city has to help build housing.

Chair Steininger asked about the need to generate some revenue in order to help offset the cost of our move to the Burns building, if that weren’t a factor, would it still be the recommendation to dispose of this property when we're leaving? Are there other municipal uses for this land or this property that we should be considering as we think about a sale. Mr. Bleidorn replied that he did discuss this with the city manager and a couple of department heads, and it didn't appear that there was any need to retain this property for a public use within the current city programs. It does make sense, regardless of the move, if this building was going to be put up for sale, I would still be recommending sealed bid. It provides the fastest, most efficient way to sell city property. It allows for the most involvement from citizens as far as the opportunity to place a bid on it, and, it's just pretty straightforward, and it's the most common used way to dispose of city property. The minimum bid at $2.5 million is in a lot of ways less important to finalize the actual true appraised value, because the market would determine the final value of the property. I'll just note, there has been cases when we sold vacant property out at the Lena or Renninger subdivisions, where we didn't have any bids, and then from that point, the property was put on the market as an over-the-counter sale, in which case, it's just made available and put on our website. In all those cases, people reached out to us after a certain amount of time, and then acquired them at that minimum bid value.

Ms. Hall asked if the city considered this site for a future city museum. Mr. Bleidorn replied that they have not and that he doesn't know if the city would want to. There's a list of problems with this building, and if we were going to try to retrofit it for a museum, it would be extremely costly. If that's something the Assembly wanted to evaluate, I would defer to the City Manager's office, but as staff, I would recommend against that.

Chair Steininger asked if there has been any consideration into retaining ownership of the land, but entering into a long-term lease with someone, so we can kind of maintain kind of ownership footprint in downtown Juneau, or would that not be viable moving forward? Mr. Bleidorn replied that we haven't evaluated trying to continue to own the land. It starts to get pretty complicated to own the land under a building that's beyond its lifespan. It could provide opportunity in the sense that not owning the land would mean the future owners of whatever gets built here wouldn't necessarily be taxed on the land value of it. It could be some type of land trust model. We don't have anything like that currently, and it would be creating a new program, it would be something we need to evaluate. Currently, the Land Division consists of just myself, and so I'm the only employee in the Division of Lands and Resources, so starting a new program like that, I have a lot of caution, just with the amount of time and energy it would take and the cost to continue to own the land. And then also the legal team would really need to evaluate it as well, but it could be something we could look at and evaluate if the Assembly determines that's the direction they want to go.

Ms. Hughes-Skandijs wanted to break up the motion and spoke to her reasoning in that she wanted a motion that the city engage with the responding appraiser to get the property appraised. She commented that she's not interested in doing a disposal to the competitive sealed bid to the highest bidder. And I think, as Mr. Bleidorn said, if you are looking to do something else, or the wilier you're trying to get with it, perhaps the more it matters that you are getting closer to the value, and if an appraisal helps us do that, I think that cost is worth it. I will use the example of the property over by the archipelago lot, I think it was listed for $10 million, and I know that 2.5 is just the minimum bid, but this footprint, knowing the amount of traffic it gets and everything else, I think it would be helpful to get a more of an idea of what that's appraised at. My motion would be to engage with that appraiser and get the property appraised, and I would ask unanimous consent.

Mr. Kelly objected for the purposes of a question to evaluate whether or not he supports this, and asked what the other motion idea Ms. Hughes-Skandijs is pursuing. Ms. Hughes-Skandijs replied that it was her intent to break this up into pieces to finds the points the committee would agree on and to direct staff to bring this information back to exempt by ordinance.

Chair Steininger objected to asking how long it would take to get an appraisal. Mr. Bleidorn replied that maybe June or July he would have more information. Bleidorn also noted that the CBJ wouldn't engage with the one appraiser since the cost is above the amount for a sole source, CBJ would create an RFP to solicit appraisers. Chair Steininger followed up to ask if we chose the sealed bid process how long would that take? Mr. Bleidorn replied about 9 months.

Motion: that the city engage with the responding appraiser to get the property appraised.
Hall – No
Kelly – No
Steininger – No
Hughes-Skandijs – Yes
Motion fails 3:1.

Mr. Kelly moved that the Lands Housing and Economic Development Committee provide a motion of support for the sealed competitive bid sale of 155 Heritage Way with the minimum bid of $2.5M and direct the City Attorney to draft an ordinance for introduction authorizing the sale.

Ms. Hughes-Skandijs objected about timeline factors and the highest and best use of this municipal facility and that with all of the other things we have going on with CBJ, we are rapidly moving this forward and feels ill-advised.

Mr. Kelly objected to asking that if this moves forward, we would have time to consider variations on the proposal. Mr. Bleidorn replied that the next step would be the ordinance for introduction that could include the terms and conditions that the assembly could help draft.

Motion vote:
Ms. Hall – Yes
Chair Steininger – Yes
Ms. Hughes-Skandijs – No
Mr. Kelly – Yes
Motion passes 3:1.

4. **Amending Title 69 Code Related to Peer-to-Peer Vehicle Sharing**

Mr. Barr discussed this topic. Mr. Kelly commented that he did receive an email from a concerned constituent, a business owner, who was mentioning that this could create something of a couple different markets. There's this market of peer-to-peer rental, but then there's also the rental cars that are out at the airport. They would probably not be subject to this excise tax, are there any other taxes and fees that car rental companies would be paying, so we're not adding a disadvantage to these peer-to-peer rentals. Mr. Barr replied that it was correct, traditional car rental companies would not be subject to this excise tax. We generally have been seeing the impacts that I was speaking to earlier from peer-to-peer, car rental companies, not from traditional car rental companies, traditional car rental companies, I'm sure there are exceptions, but typically utilize their own private property, their own methods of renting, and not marketplace facilitators like peer-to-peer rental companies do. I would say they are similar, but slightly different markets. Mr. Kelly followed up to ask if there is anything that would affect them in the same way as this excise tax so that we are not unfairly adding or discouraging users from using a car rental company versus a peer-to-peer. Mr. Barr replied that's it's slightly different. I'll use the airport example, it's typical for traditional rental car companies to operate out of a permanent fixed space at airports. Space that they may lease or rent from an airport, space that have associated business costs that a peer-to-peer car rental company would not have. It is also common in airports, including our airport, to have a specific tax that only applies to peer-to-peer car rental companies and not their traditional car rental companies, because the impacts that those two businesses impart on the airport, in this example, or on downtown and my example are different.

Chair Steininger asked if this would apply to any peer-to-peer car rental within the red zone on the map. Would that be regardless of whether the pickup and drop-off point was on private property or public property, or is it only if it's on public property? Mr. Barr replied that this would apply to peer-to-peer car rental companies that have an origination or an ending point, anywhere in those red circles. It may, if the Assembly wishes, it may, I'm not sure, be possible to create, using geotargeting and engaging very specifically with the industry, to only target, what is public versus private. Anecdotally, what we see is public use of those peer-to-peer, marketplace-facilitated by software company rentals.

Ms. Woll asked that if she remembers correctly, we recently increased parking fees significantly at our lots with the intent to solve a different related problem, which was that peer-to-peer car sharing networks we're using are lots and leaving cars. Am I remembering that correctly, have we seen any results favorable as a result of that, and, I'm assuming, if yes, we're still having a congestion problem, people just aren't leaving the cars there for a long period of time. Mr. Barr replied that we did recently increase parking permit fees, as well as the fine structure, and I think the fine structure is what you're recalling. We are seeing better compliance in the garages, due to that increased fine structure. We nevertheless still see significant waiting lists in both of our garages downtown. We are currently oversold in each garage by over 45%, we aim for a 30% oversell rate, and even with that oversell rate, which is standard in the industry, because not every permit is being used at every period of point in time, even with those oversell rates, we have waiting lists of nearly 200, for the Marine Parking Garage and 87 for the Downtown Transportation Center.

Chair Steininger asked that looking at the map, I noticed the half-mile distance laid out in the ordinance, there is a very small sliver of neighborhood on Douglas Island that would be excluded. Is that something that could be cared for in the ordinance, so we don't end up with just a handful of households that can't operate peer-to-peer? Mr. Barr replied yes, absolutely. Chair Steininger followed up to ask about the regions. The way the ordinance is drafted right now, would it require an amendment at such time that the Huna Totem development opens, or would it be able to just adapt itself? Mr. Barr replied that it was his understanding of the way the ordinance is written right now, and I'll correct myself if it turns out that I'm wrong, but I believe it is written in such a way that the Huna Totem Dock would simply be included once it is constructed and does not require an amendment.

Mr. Kelly asked if the Assembly pass this ordinance as written, how would we publicize the existence of the zone, so people are aware of it? Would we have something like this on our website? Would we have plaques in various places, so that way companies would know the boundaries of the zone. Mr. Barr replied that in this industry, there is only one marketplace facilitator that is operating, and we would work directly with them, to ensure that they are aware of the map and aware of when they would need to apply that excise tax. The users are generally tourists. We would have information on our website for those industrious tourists who would want to kind of seek that out, but I would anticipate that most would learn about it when they saw the excise tax on their Turo bill.

Chair Steininger asked that in considering putting this together, the half-mile radius, my assumption is it's based on how far a cruise passenger might walk to get to a, a peer-to-peer rental. Rather than that strict radius, was it considered or reviewed with Law whether we could just draw a boundary around certain neighborhoods to kind of make it a little less arbitrary at those end areas on that circle. Mr. Barr replied that we did not have that specific conversation, but we can.

Ms. Hughes-Skandijs moved that the Lands Housing and Economic Development Committee refer this to the next regularly scheduled assembly meeting for introduction and to also refer this ordinance and memo to both the Committee of the Whole and to the Visitor Industry Task Force.

Ms. Hughes-Skandijs spoke to her motion that she appreciates this ordinance and thinks this is a good thing and makes sense to put them in front of the whole assembly. It sounds like there's maybe already a couple of amendments that we might want to make, the COW might be the place to do that. The VITF is working through issues just such as this right now and based on my conversation with you, just talking about downtown congestion, so it'd make perfect sense for them to see this and also weigh in on it.

Mr. Kelly objected to asking if we know if the next VITF meeting would be before or after the next COW? Mr. Barr replied that the next VITF is March 12th and the next COW is March 16th. **Objections removed, motion passes unanimously.**

G. STAFF REPORTS

1. Short-Term Rentals

Ms. Hughes-Skandijs commented about the memos in the packet ranging pretty far back into Assembly history that the Assembly has touched on this topic. That is not the full and complete list, and I have spoken in this committee prior to, working with Mr. Bleidorn to bring something in front of this committee, to pick up the work following the Short-Term Rental Task Force. The Mayor at the beginning of the year had also requested any Assembly member comments and questions that this committee take up that topic, and finish the work of the rental task force. Because that was not ripe as of this meeting, this packet material, these memos are simply to base you, so you will be ready by next meeting. The toolkit that staff put together for the task force is, again, fairly extensive, and you also have the findings and recommendation of the task force. I would say let that be our homework for the next one, and we will pick this back up the next regularly scheduled LHED meeting.

2. Affordable Housing Fund Verbal Update from Scott Ciambor

Mr. Ciambor discussed this topic. Mr. Kelly commented that last year, with the suggestion that we explore options to motivate certain licensed professionals, like teachers, medical professionals and other people who we need in this community, but might be having trouble finding housing. What I would be interested in seeing is what it might look like to have the following couple of proposals. The first one is for future applicants for the Affordable Housing to perhaps have a way that would benefit additional units being provided to these licensed professions. And the other one is to provide some sort of incentive for developers who might already be underway, who might want to provide additional affordable units to people in these licensed professions. Mr. Ciambor replied that this is the perfect time for the Assembly and the LHEDC to have those sort of discussions, because we are right at the point where in the process of wrapping up the last round. There's a grant that's going to the Assembly for approval next month, but that essentially ends Round 5. The timeline was created in order to give the assembly, opportunity to decide what next year's round looks like based on your fiscal schedule. At this point, during the annual report, we will look at some changes for the program. I have had conversations with Mr. Kelly, as well as staff, so we're clear on what his ideas are. In the memo, you will have a summary of that concept, technically how it will work, as well as some of the pros and cons for making that change if you agree to do so.

Ms. Hall was concerned about zeroing in on a couple professions, when across the board, from clerks at Super Bear to construction workers, people are experiencing homelessness, SEARHC is building that new property over by Riverview for professionals and I think Bartlett is also going down that same road. I think it's a problem across the borough without zeroing in, but I don't know how much staff time we want to utilize focusing, unless we have some clear data as to why those two professions, in particular.

Ms. Hughes-Skandijs asked to clarify if now is a good time if anybody has any ideas for utilizing the housing fund differently next year, is that an accurate summation, and would you say if people had other ideas, they should be talking to you now? Mr. Ciambor replied that it was correct and the good news is that we've got 5 years in a row of having organized and operated the Housing Fund program, so there's a pretty clear picture of what works and what doesn't, as well as pretty clear where the Assembly's decision points are. The main decision point for the Assembly is the budget. Are you going to put money into the funds? The second major, decision point is what is the cap per unit for affordable housing developers, and what is the cap per unit for private developers, with their loan terms. Most of those things are already in place, so, if there are minor changes or suggestions, it's not very difficult to analyze what those changes to the program can be. We've run it for 5 years, we're clearly making head roads in terms of getting loans out to multifamily workforce housing, and our affordable housing providers who are looking to develop in the future are relying on the fund being available in the future. It's not difficult to analyze ideas that the Assembly might have because we have so much experience.

Mayor Weldon appreciated that Mr. Kelly brought this forward to try some of the professions that we have a hard time recruiting for, but as Ms. Hall said, we have several people that are from all kinds of things. But my question would be to the maker of the motion, how would you enforce that? So let's just say you have nursing housing, and for whatever reason, someone is no longer a nurse, they are retired, they got fired, you kick them out, and what happens if there's a divorce and the person that you were trying to put in there is the one that left, and so do you kick out the wife or husband that's left? I don't know how you would enforce that, any thoughts? Mr. Kelly replied that to be clear he listed two professions as an example, I wasn't specifically narrowing it down to those professions, and to respond to Ms. Hall, this would not be replacing the affordable housing that we have now, it'd be additional units of affordable housing, so it would help. I don't have answers to the mayor's questions at this moment, but, I guess, to the point, she's asking, addressing this to the maker of the motion, this isn't a new motion, this is a motion that was passed out of the LHED back in August, I'm just clarifying, what I may be previewing for the current LHEDC what I'm hoping to address, and hopefully we can discuss that at the next meeting.

Mr. Bleidorn noted that to be clear, this is a staff item, so a motion is inappropriate at this time.

Mr. Ciambor noted that CDD does have a senior housing planner position open, so we're going to have recruitment and hopefully have staff on and a few months of discussion about the housing fund going into the new year as our training opportunity. And CDD staff, about 9 of us, went and visited Chilkat Vistas, the new apartments being created, by Michael and Bill Heumann and their project director. We spent about 45 minutes in a unit, talking about their travails, what's working, what their concerns are, what they think about this product coming online, as well as the importance of the Affordable Housing Fund to it. So I would encourage, if you have connections with Bill and Michael, to take a site visit, because it was really enlightening to their journey on getting housing built in our town.

H. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

Mr. Becker from D&H noted that they voted unanimously to develop North Douglas. There's a lot of need for that expansion. There's quite a bit to be done, and more will be revealed later.

Ms. Schirmer from PRAC noted that they reviewed the FY26-27 budget, discussed the need for solving the roof leaks and the turf at the Field House, and the lighting at Adair Kennedy, we're continuing public meetings on Jackie Renninger.

Ms. Derr from the Planning Commission noted that at their last meeting on January 27th there was public questions regarding city disposals and land sales, and how it goes to private users. Ms. Derr asked maybe if we could have an informational discussion at some point. I don't know if it's more appropriate in this body or for the Planning Commission, but it would just be really helpful, that way we can help answer questions.

I. NEXT MEETING DATE – March 16, 2026

J. ADJOURNMENT – 6:01pm

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

MEMORANDUM
DATE: March 16, 2026
TO: Alicia Hughes-Skandijs Chair, Lands, Housing, and Economic Development Committee
FROM: Scott Ciambor, Planning Manager
SUBJECT: Affordable Housing Fund Annual Report

Background

The Juneau Affordable Housing Fund (AHF) is the main tool for the City and Borough of Juneau to provide gap financing in the form of grants and loans to meet affordable and workforce housing needs.

The 2016 CBJ Housing Action Plan indicated a need to improve and expand the AHF to meet more housing objectives and included the following goals:

- Increase capital in the AHF;
- Broaden the scope of the AHF;
- Prioritize for new fair market workforce (80% to 120% AMI) and senior housing;
- Report on annual projects supported by the AHF; and
- Develop a sustainability and operational plan for the AHF.

Full details on how the AHF program guidelines and priorities were established can be found in the October 22, 2018 Assembly Committee of the Whole packet and minutes.

Purpose

The AHF annual report provides programmatic details for the Lands, Housing, and Economic Development (LHED) Committee in preparation for the FY27 budget and the next round of competitive grants and loans through the AHF.

Budget and Revenue Sources

The core function of a local housing fund is to create and secure a stable, dedicated revenue source.

In 2010, CBJ and the Juneau Affordable Housing Commission worked with Mary Brooks at the Center of Community Change to identify potential sources. (National Housing Trust Fund Project). Since then, the AHF has utilized a repurposed HUD grant, a state legislative grant, CBJ general funds, 1% sales tax funds, and hotel taxes to support local housing projects.

In FY25, the AHF achieved a milestone: repayments from earlier funding rounds began replenishing the fund, establishing it as a sustainable, revolving loan fund.

Current Budget

Affordable Housing Fund OVERVIEW	FY26 Amended Budget	FY26 Projected Actuals	FY27 Proposed Budget	FY28 Forecast	FY29 Forecast	FY30 Forecast
EXPENDITURES						
Interdepartmental Charges	56,500	56,500	53,700	53,700	53,700	53,700
Accessory Dwelling Unit Grants	216,000	27,000	216,000	216,000	216,000	216,000
Manufactured Home Loans	30,000	-	30,000	30,000	30,000	30,000
Competitive Grants and Loans	5,300,000	5,300,000	-	-	-	-
Support to:						
General Fund						
Total Expenditures	5,602,500	5,383,500	299,700	299,700	299,700	299,700
FUNDING SOURCES						
Loan Repayments	53,000	112,100	143,000	261,667	544,457	1,238,004
Donations and Contributions						
Investment and Interest Income	200	160,700	160,700	-	35,770	-
Support from:						
General Fund						
Sales Tax		1,000,000	1,000,000	750,000	750,000	1,150,000
Hotel Tax		603,400	603,400	468,900	468,900	468,900
Total Funding Sources		1,656,600	1,876,200	1,522,600	1,480,567	2,199,127
FUND BALANCE						
Beginning of Period	4,586,400	4,801,500	4,801,500	1,294,200	2,517,100	3,697,967
Increase (Decrease) in Fund Balance	215,100	(3,945,900)	(3,507,300)	1,222,900	1,180,867	1,899,427
End of Period Fund Balance	855,600	1,294,200	2,517,100	3,697,967	5,597,394	7,754,598

As part of the annual budget process, the Assembly determines the amount of funding to put out for competition. Once the budget is adopted, staff update AHF program materials for public outreach.

In FY26, the competitive grant and loan line item was $5,300,000. The Assembly set aside $2.3 million for the AHF Round 5 competition. $2.3 million in project recommendations were forwarded to the Assembly for approval.

The contract for Round 4 Tower Legacy (FY25 - $3 million) was signed in FY26 and included in this line item.

AHF Workforce Housing Loan Repayments

In FY25, loan repayments from earlier funding rounds began returning to the AHF, creating a consistent revenue stream and reinforcing its role as a sustainable revolving loan fund.

	FY 25 Actuals	FY26 Projected	FY27 Budget	FY 28 Forecast	FY29 Forecast	FY30 Forecast
FY23 - Round 2						
Glacier Heights LLC (Rooftop/Ridgeview)						
Principal ($1.2M)	$ 24,000	$ 48,000	$ 48,000	$ 48,000	$ 48,000	$ 984,000
Gastineau Lodge Apartments						
Principal ($700K)					$ 242,453	
Interest					$ 35,770	
FY24 - Round 3						
Chilkat Vistas LLC						
Principal ($2.25M)		$ 37,500	$ 90,000	$ 90,000	$ 90,000	$ 90,000
Interest						
FY25 - Round 4						
Broko Holdings						
Principal ($1.1M)				$ 3,667	$ 44,004	$ 44,004
Interest						
Tower Legacy			$ 50,000	$ 120,000	$ 120,000	$ 120,000
Principal ($3M)						
Interest						
Totals	$ 24,000	$ 85,500	$ 188,000	$ 261,667	$ 580,227	$ 1,238,004

Note: This table shows a repayment schedule through FY30.

Loans from Rounds 3 & 4 extend beyond this timeframe with interest beginning to accrue in Year 5. Round 5 loans are being processed and will be added to this list.

Affordable Housing Fund Subprograms

Accessory Dwelling Unit Grant Program

The Accessory Dwelling Unit (ADU) Grant Program launched in 2015, and has evolved through three distinct phases:

- 2015-2016 – Pilot Program - $6000 grant per ADU
- 2018-2023 – Resolution 3030 extending the grant program for five years at $6000 grant per ADU.
- 2023-Current – Resolution 3030(am) Increasing the grant to $13,500 per ADU with condition that the ADU cannot be used as a short-term rental for five years.

	FY	Total # of ADU's	ADU Grants	Denials	Pending
Pilot Program $6000	2015	27	1	2	0
	2016	21	8	6	0
	2017	10	0	1	0
Five-Year Renewal $6000	2018	15	5	2	0
	2019	14	5	1	0
	2020	20	7	2	0
	2021	19	3	6	0
	2022	8	4	1	0
Grant Increase to $13,500	2023	9	1	4	0
	2024	8	1	3	4
Adopted Ordinance 2025-15am	2025	22	0	0	6
	2026		0	0	8
Totals		173	35	28	18

The increase in the grant award amount and revisions to the land use code ADU standards through the Title 49 Rewrite Project in the Manager's Office have resulted in a resurgence of interest in the program over the past year (Ordinance 2025-15am).

Manufactured Home Downpayment Assistance Program

In 2017, CBJ partnered with True North Federal Credit Union to provide supplemental down payment assistance for qualified buyers of manufactured homes. Since inception, a total of 13 loans were awarded and closed, with a repayment total of $79,315.

In 2024, the terms of the program were updated to match rising sales prices in the manufactured home market. Borrowers can now receive up to $20,000, or 50% of required downpayment, with a 1% loan fully amortized over a five-year period. Currently, 3 loans are active for a total of $17,900. An additional loan for $16,600 is being processed and will be included in the FY26 Q3 report.

	Fiscal Year	Applicant	Applicant	Applicant	Grand Total
Loan Issued	FY 2024	(7,500.00)			(7,500.00)
	FY 2025		(5,400.00)		(5,400.00)
	FY 2026			(5,000.00)	(5,000.00)
Loan Issued Total		**$ (7,500.00)**	**$ (5,400.00)**	**$ (5,000.00)**	**$ (17,900.00)**
Payment	FY 2024	488.34			488.34
	FY 2025	1,851.20	367.32		2,218.52
	FY 2026	885.89	887.10	240.86	2,013.85
Payment Total		**$ 3,225.43**	**$ 1,254.42**	**$ 240.86**	**$ 4,720.71**
Amount Still Owed		**$ (4,274.57)**	**$ (4,145.58)**	**$ (4,759.14)**	**$ (13,179.29)**

Affordable Housing Fund - Round 5 Awards

In 2025, the CBJ Assembly allocated $2,500,000 for use by for-profit and non-profit organizations, public and regional housing authorities, and tribal governments interested in building affordable and workforce housing in Juneau through the AHF.

Total Funding Available: $2.3 million
Total Funding Recommended: $2.3 million

Six (6) AHF applications were received from the following entities:

- Southeast Endeavors LLC, for a fourplex project on Lee Street – **Assembly approved 2/9/2026**
- Brave Enterprises LLC for the Bergman Hotel Project - **Assembly approved 2/9/2026**
- Society of Saint Vincent de Paul St. Therese Conference for Maintenance and Upkeep – **Assembly Approved 3/9/2026**
- Tlingit Haida Regional Housing Authority for Séet Kanax Dutéen - **Assembly approved 2/9/2026**
- Tlingit Haida Regional Housing Authority for Pederson Hill - **Assembly approved 2/9/2026**
- Family Promise of Juneau for the Family Promise Resource Center – **Not Recommended**

Applicant	Project name	Project Type	Score	Request	Affordability Term
Tlingit Haida Regional Housing Authority	Pederson Hill	16 single-family ownership homes at 80% AMI or below	86%	$800,000	30+ years; THRHA has first right of refusal at property sale
Tlingit Haida Regional Housing Authority	Séet Kanax Dutéen	15 single-family at 80% AMI	85%	$250,000	30+ years; THRHA has first right of refusal at property sale
Brave Enterprises, LLC	Bergman Hotel Project	18 units at 80% AMI	77%	$900,000	20 years
Southeast Endeavors, LLC	Fourplex Project	4 units; 2 affordable	73%	$200,000	10 years
Society of St. Vincent de Paul	Long-term Maintenance and Upkeep	Maintenance and upkeep	60%	$150,000	Permanent
Family Promise of Juneau	Family Promise Resource Center	Four families	55%	$200,000	Permanent

Staff are currently working with applicants on finalizing loan contracts and grant agreements to be in place by the end of FY26.

Total Funding Awards: Affordable Housing Fund Rounds 1 - 5

Spreadsheets detailing the applications received and funding awarded through the AHF program may be found in:

- Attachment A: Affordable Housing Fund applications, Round 1- 5
- Attachment B: Affordable Housing Grant applications
- Attachment C: Workforce Housing Loan applications

Data & Trends

AHF Rounds 1-5	Applications	Total Funding Requested	AHF Funding Awarded	Completed/Projected Units
Affordable Housing Grants	14	$6,621,000	$3,200,000	79
Workforce Housing Loans	15	$14,447,744	$9,350,000	248

- In Rounds 1- 5, 29 total applications were submitted to the program. Total funding requests to CBJ totaled $21,068,744. Funding awarded equals $12,550,000.
- 42 Affordable housing units have been created, with 47 units in progress.
- 24 Workforce housing units have been created with an additional 48 units (Round Three – Chilkat Vistas) coming online Spring 2026. 128 units are in progress with most of these loans being made since last summer.
- Through Rounds 1- 5, the leverage percentage for the Affordable Housing Grants was 31% and for Workforce Housing Loans 29% -- meaning roughly 70% of funding is coming from other sources.

Lessons Learned

Based on application patterns, it is clear that affordable housing developers were more comfortable at the start of the program with a competitive process, which is reasonable as they work with similar funding source types. More engagement and program modifications (i.e., clear loan terms, sample contracts) were necessary for fair market workforce housing developers to participate in the program. This part of the program has hit its stride after Round 3.

Based on the first five rounds, the trend is that the period from award to completion runs into a second building season – roughly two years after award. Again, this should be expected given Juneau's constrained construction season. The impacts of Rounds 3 – 5 grants and loans will be realized in the next couple of years.

Administrative Overview

With the annual report, the Assembly and staff review the program description and guidelines for potential changes before the next funding cycle and public posting of the application.

Examples of previous changes include:

- Adding standard loan terms (Program Guidelines and Description, p. 2);
- Adding a Threshold Eligibility Review (Program Guidelines and Description, p. 2);
- Adding "Downtown Housing" as a priority in the review scoresheet (Appendix C); and
- Adding an Affordable Housing Fund Dashboard to the Community Development Department website.

2026 Program Change Discussion

In the fall 2025, discussion at the LHED Committee focused on adding incentives to the AHF program for licensed professionals like teachers, nurses, etc. and how that could be accomplished.

The Assembly can prioritize any type of housing or use of funds through the program. Currently the program score sheet gives the review committee the following to consider for priorities:

- Capital projects to develop housing
- Long-term or permanent affordability
- Downtown housing
- Proximity to public transportation stop or transit center

The LHED Committee asked staff to look at the following ideas for the program:

- Add housing for licensed professionals like teachers, nurses, etc. to score sheet priorities.
- Allow for better workforce housing loan terms for projects that house licensed professionals.

Considerations:

- The 2016 Housing Action Plan (example, NOAA biologist) and the 2018 AHF update (State of Alaska Department of Labor Statewide Wages) there was much discussion on wage scales and how to determine workforce housing targets. Discussion concluded that the 80% to 120% HUD area median income scale covered a majority of the desired positions in the community and was an equitable use of program funds.
- If a healthcare or teacher-targeted project were to apply for the AHF today, it would be eligible if it met the 80% to 120% income target and other criteria of the program.
- Alaska Housing Finance Corporation has a long standing Rural Professional Housing Grant Program. This program is focused on communities more rural than Juneau with limited housing stock. The program prioritizes first time community grantees.
- Adding criteria or narrowing the potential for renters for workforce housing adds risk to a project for a private developer. There are no known developers that only target certain professions in Juneau.
- If this direction were to be pursued, the targeted professions would need to be defined, and a monitoring and reporting system created with potential penalties if the conditions are not met.

Applicants Annual Reports

In grant agreements and loan contracts for applicants that receive awards, the due date for annual reports is April 1 of each year.

One report was received early, from Tlingit-Haida Regional Housing Authority, for Round Two project Seet Kanax Duteen (Kowee Phase I). (Attachment E)

Staff will provide the other project updates at future LHED committee meetings.

Routine Program Maintenance

Each spring, staff make routine updates to the AHF website, materials, and other resources associated with the program. Staff have no substantive changes to propose for the next funding round.

Staff continue to get inquiries from other communities in Alaska and around the country on how to set up and organize each of the housing programs.

Attachments:

A. AHF Total Funding Awards Rounds 1 - 5
B. AHF Affordable Housing Grants
C. AHF Workforce Housing Loans
D. AHF Program Description and Guidelines
E. Tlingit-Haida Regional Housing Authority Report

Affordable Housing Fund - All Applications Rounds 1-5

FY	Project status	Grant/Loan	Developer – Project Name	Funds Requested	Total Project Cost	Leverage %	Projected Total Units
2022	Complete – Awarded	Grant	St. Vincent de Paul – Channelview	$ 50,000.00	$ 50,000.00	100%	Rehabilitation
2022	Complete – Awarded	Grant	Glory Hall – The Glory Hall	$ 350,000.00	$ 2,673,000.00	13%	7
2022	Complete – Awarded	Grant	St Vincent de Paul – Teal Street Center 1	$ 100,000.00	$ 700,000.00	14%	Rehabilitation
2022	In Progress – Awarded by Assembly	Loan	Gastineau Lodge Apartments, LLC – Gastineau Lodge Apartments	$ 700,000.00	$ 19,339,307.00	4%	72
2022	Complete – Awarded	Grant	AWARE – Cordova Street Apartments	$ 200,000.00	*	*	Same Project as 2023 AWARE
2022	Not funded	Loan	David D'Amato – Bergmann Hotel	$ 250,000.00	$ 1,000,000.00	25%	20
2023	Not funded	Loan	Brave Enterprises, LLC – Bergmann Hotel	$ 497,744.00	$ 1,247,744.00	40%	18
2023	In Progress – Awarded	Loan	Glacier Heights Juneau, LLC – Ridgeview Apartments	$ 1,200,000.00	$ 8,632,000.00	14%	24
2023	Not funded	Loan	J. Russell – Russell Fourplex	$ 200,000.00	$ 1,442,000.00	14%	4
2023	Complete – Awarded by Assembly	Grant	Housing First – Forget-Me-Not Manor Phase 3	$ 1,050,000.00	$ 3,565,489.00	29%	28
2023	In progress – Awarded	Grant	THRHA – Kowee Phase 1, New Housing Construction	$ 500,000.00	$ 12,429,624.00	4%	10
2023	Complete – Awarded	Grant	AWARE – Cordova Street Apartments	$ 150,000.00	$ 1,716,792.00	20%	7
2023	Complete – Awarded	Grant	St Vincent de Paul – Teal Street Center 2	$ 100,000.00	$ 427,000.00	23%	Rehabilitation
2024	Not funded	Grant	Catholic Community Service, Inc. – Predevelopment	$ 721,000.00	$ 721,000.00	100%	40
2024	Not funded	Loan	Duran Construction, LLC – Duran Mobile Homes	$ 1,100,000.00	$ 4,296,616.00	26%	22
2024	Not Funded - Contract not signed when Awarded	Loan	Coogan Alaska, LLC – Island Hills - Buildings L, M & N	$ 900,000.00	$ 2,903,520.00	31%	18
2024	Not funded	Loan	VP Valley Rentals, LLC – Mendenhall Mall Apartments	$ 450,000.00	$ 1,250,000.00	36%	9
2024	In progress – Awarded	Loan	Chilkat Vistas, LLC – Chilkat Vistas Apartments	$ 2,250,000.00	$ 5,250,000.00	43%	48
2024	Funding returned – Awarded by Assembly	Grant	Gastineau Human Services – GHS Permanent Supportive Housing; Phase 1	$ 2,000,000.00	$ 11,500,000.00	17%	51
2024	Not funded	Loan	Brave Enterprises, LLC – Bergmann Hotel	$ 900,000.00	$ 2,900,000.00	31%	18
2025	Not funded	Loan	JG Construction, LLC – Renninger Subdivision	$ 800,000.00	$ 1,920,000.00	42%	16
2025	In progress – Awarded	Loan	BroKo Holdings, LLC – 220 Front Street	$ 1,100,000.00	$ 3,100,000.00	35%	22
2025	In progress – Awarded	Loan	Tower Legacy II, LLC – Creekside Apartments	$ 3,000,000.00	$ 8,188,129.00	37%	60
2026	In progress – Drafting Contract	Loan	Southeast Endeavors, LLC – Lee Street 4-Plex	$ 200,000.00	$ 800,000.00	25%	4
2026	In progress - Drafting Grant	Grant	Society of St Vincent de Paul – Channelview, Strasbaugh and Hillview Apartments	$ 150,000.00	$ 225,010.00	67%	Rehabilitation
2026	In progress – Drafting Contract	Loan	Brave Enterprises, LLC – Bergman Apartments*	$ 900,000.00	$ 3,135,000.00	29%	18
2026	In progress – Drafting Grant	Grant	THRHA – Pederson Hill Phase 1B	$ 800,000.00	$ 14,376,765.06	6%	16
2026	In progress – Drafting Grant	Grant	THRHA – Séet Kanax̱ Dutéen	$ 250,000.00	$ 14,679,624.00	2%	21
2026	Not funded	Grant	Family Promise of Juneau – Family Promise Resource Center and Transitional Housing	$ 200,000.00	$ 1,121,438.46	18%	4
Grants - Total Funds Requested, Total Project Cost, Average Leverage %, and Projected Total Units FY2022 through FY2026				***$ 21,068,744.00***	***$ 129,590,058.52***	***30%***	***557***

Legend	
	Completed
	In progress
	Funding returned
	Not funded

***AWARE** and **St Vincent de Paul** received two rounds of funds each; Resulting project units are counted once.

** Total Funding Awards include housing projects funded directly by the Assembly since 2022. (Gastineau Human Services, Housing First Phase 3, Gastineau Lodge Apt.)

Affordable Housing Grant Applications - Rounds 1-5

FY	Project status	Grant/Loan	Developer – Project Name	Funds Requested	Project Cost	Leverage %	Projected Total Units
2022	Complete – Awarded	Grant	St. Vincent de Paul – Channelview	$ 50,000.00	$ 50,000.00	100%	Rehabilitation
2022	Complete – Awarded	Grant	Glory Hall – The Glory Hall	$ 350,000.00	$ 2,673,000.00	13%	7
2022	Complete – Awarded	Grant	St Vincent de Paul – Teal Street Center 1	$ 100,000.00	$ 700,000.00	14%	Rehabilitation
2022	Complete – Awarded	Grant	AWARE – Cordova Street Apartments	$ 200,000.00	*	*	Same Project as 2023 AWARE
2023	Complete – Awarded by Assembly	Grant	Housing First – Forget-Me-Not Manor Phase 3	$ 1,050,000.00	$ 3,565,489.00	29%	28
2023	In progress – Awarded	Grant	THRHA – Kowee Phase 1, New Housing Construction	$ 500,000.00	$ 12,429,624.00	4%	10
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2026	In progress	Grant	Society of St Vincent de Paul – Channelview, Strasbaugh and Hillview Apartments	$ 150,000.00	$ 225,010.00	67%	Rehabilitation
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2026	Not funded	Grant	Family Promise of Juneau – Family Promise Resource Center and Transitional Housing	$ 200,000.00	$ 1,121,438.46	18%	4
Grants - Total Funds Requested, Total Project Cost, Average Leverage %, and Projected Total Units FY2022 through FY2026				***$ 6,621,000.00***	***$ 64,185,742.52***	***32%***	***184***

Legend	
	Completed
	In progress
	Funding returned
	Not funded

Workforce Housing Loans - Rounds 1-5

FY	Project status	Grant/ Loan	Developer – Project Name	Funds Requested	Project Cost	Leverage %	Projected Total Units
2022	In Progress – Awarded by Assembly	Loan	Gastineau Lodge Apartments, LLC – Gastineau Lodge Apartments	$ 700,000.00	$ 19,339,307.00	4%	72
2022	Not funded	Loan	David D'Amato – Bergmann Hotel	$ 250,000.00	$ 1,000,000.00	25%	20
2023	Not funded	Loan	Brave Enterprises, LLC – Bergmann Hotel	$ 497,744.00	$ 1,247,744.00	40%	18
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2023	Not funded	Loan	J. Russell – Russell Fourplex	$ 200,000.00	$ 1,442,000.00	14%	4
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2026	In progress – Drafting Contract	Loan	Brave Enterprises, LLC – Bergman Apartments*	$ 900,000.00	$ 3,135,000.00	29%	18
Loans - Total Funds Requested, Total Project Cost, Average Leverage %, and Projected Total Units FY2022 through FY2026				***$ 14,447,744.00***	***$ 65,404,316.00***	***29%***	***373***

Legend	
	Completed
	In progress
	Funding returned
	Not funded

Juneau Affordable Housing Fund

FY2026 Description & Guidelines
Round 5

For more information, contact:
Joseph Meyers, AICP
Senior Planner, Housing & Land Use
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155 Heritage Way
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Phone: 907-586-0753 x4209

Contents

About the Fund

The City and Borough of Juneau (CBJ) created the Juneau Affordable Housing Fund (JAHF) to promote the creation of affordable and workforce housing in the Capital City.

In 2025, the CBJ Assembly made $2,500,000 available for use by for-profit and non-profit organizations, tribal governments, and public and regional housing authorities, interested in the creation of very low, low, and middle-income housing in the City & Borough of Juneau. For information on previous funding rounds, visit the Juneau Affordable Housing Fund.

Program Goals and Objectives

The primary purpose for establishing the JAHF is to direct financial resources for creation of affordable (0% to 80% area median income (AMI)) and middle-income housing units (80% to 120% AMI) in the City and Borough of Juneau through the following activities:

1. Gap funding for capital costs of rental and ownership housing;
2. Gap funding for capacity-building activities of non-profit housing developers;
3. Leveraging CBJ investments with other fund sources to maximize the number of quality affordable and middle-income housing units that are created or preserved.

Availability of Funds & Funding Terms

The CBJ Assembly will determine the amount of funding available each year. JAHF funds will be made available for qualifying affordable and middle-income housing projects that meet goals of the CBJ Housing Action Plan or other identified community housing needs.

1. **Funds will typically be made available in the following forms:**
   a. Qualifying projects are eligible for grants and loans up to $50,000 per housing unit created and for other eligible uses on a similar per unit basis.
   b. Grants for non-profit organizations and public housing authorities targeting households in the affordable housing range (0% to 80% AMI), and;
   c. Low-interest loans for private developers building affordable or

middle-income housing; and

d. Long-term rental units, with restrictions on short-term rentals; For profit-developer projects utilizing JAHF funds for middle-income housing must reserve at least 20% of units for tenants with gross incomes at 80% or less AMI for at least ten years or the life of the loan.

2. **Loan terms:**
   a. All loans will bear 0% interest for the first five years of the loan and 2% interest for the second five years of the loan with a single balloon payment of the outstanding loan balance due at 10 years.
   b. The first Certificate of Occupancy (CO) for a project must be obtained within 24 months of contract execution and payments are required to begin the first day of the month, six months after a CO is issued. A longer timeline to obtain a CO may be granted with written justification from the applicant and written permission from the City and Borough of Juneau.
   c. Loan recipients are required to provide an annual report to the grant administrator for review by the Assembly on an annual basis until one year after satisfaction of the loan or one year after project completion, whichever is earliest. Initial reports are due by March 31st the year after the loan is issued.

3. **Grant terms:**
   a. Grants will only be issued to local housing authorities, tribal organizations, and non-profit organizations
   b. Grant recipients are required to provide an annual report to the grant administrator for review by the Assembly on an annual basis until the year after project completion. Initial reports are due by March 31st the year after the grant is issued.

Eligibility

Threshold Review

All applicants must be in good standing with the CBJ at the time of application. All projects are subject to a threshold review prior to being sent to the review committee, which includes:

- Review to determine that the applicant is in financial good standing with the CBJ including payment of all taxes, fines, and fees.

- Review to determine that the proposed project meets the minimum requirements of the land use code.

- Review to determine if the project meets the affordable housing requirement of 20% of units at 80% AMI or less.

Staff will review each application upon receipt to ensure the minimum eligibility threshold requirements are met. If an applicant does not meet these requirements, staff will notify the applicant. The applicant will have three (3) business days from the date that the email is sent to correct the application deficiency. Applications not meeting the minimum requirements of the above will be disqualified and removed from consideration. All information provided in the application will be used to make an award determination. If rent rates, unit counts, or any other project parameters change once a decision is made, this may result in a withdrawal of award.

Eligible Applicants

1. Public and regional housing authorities
2. Non-profit organizations
3. Tribal governments
4. For-profit developers

Eligible Uses

Funding is available for the following uses:

1. For acquisition, construction, rehabilitation, or preservation of affordable housing located within the City and Borough of Juneau, including activities such as:
   a. Purchase of developable real estate;
   b. Fees for architects and other professionals;
   c. Demolition to make way for affordable or middle-income housing;
   d. Building materials and labor costs; and
   e. Technical assistance such as development consultants for non-profit organizations

Priorities for the Juneau Affordable Housing Fund

The following are priorities of the JAHF in line with the priorities of the CBJ Housing Action Plan.

1. ***Use of Capital to Develop Housing Units:*** Funding for capital costs for acquisition, construction, rehabilitation, or preservation of affordable or middle-income housing, senior housing, and possibly homeowner opportunities.

2. ***Long-Term Affordability:*** Units created using JAHF funds that include affordability covenants or that are permanently affordable are preferred.

3. ***Downtown Housing Development:*** Units developed within the boundaries established by the Downtown Juneau Residential Tax Abatement Map, Ordinance 2021-01(c)(am) [Appendix D].

Application and Review Process

Applications will be posted online upon Assembly determination of funding availability for each round. Potential applicants are encouraged to contact the CBJ Housing and Land Use Specialist with questions about the program and how individual housing projects may utilize the funds. **Please be aware that preliminary review of applications cannot be performed by Staff during the open application period.**

The total application submission length should not exceed 30 pages of supporting documentation, **excluding the application form and table of contents**. To support streamlined review,

(a) a table of contents is REQUIRED and;

(b) if supporting documentation exceeds 30 pages, only the first 30 pages will be considered.

Complete applications will be reviewed by a committee to include CBJ staff, a public member with direct experience in housing development, and a public member with financing/banking experience.

The review committee will score projects based on the selection criteria and score sheet included in this packet.

The 2025 schedule is as follows:

- **By June 15th, 2025**: Assembly will decide on a funding amount for the JAHF.

- **July 21, 2025**: JAHF Program Guidelines and application Posted; application period begins.
- **July 28, 2025:** Public Information Meeting at 3:00pm AKDT
- **August 22, 2025**: Housing Project Proposals due at 4:30 pm AKDT; late submissions are not accepted
- **September 15, 2025 – October 6, 2025: Committee Review and Project Ranking Period**
- **November 3, 2025**: Committee Report to Lands, Housing, and Economic Development Committee
- **December 1, 2025:** Introduction of ordinances for grant and loan applicants at the Assembly Committee of the Whole
- **Between December 15, 2025, and January 2026:** Assembly approval of grant and loan ordinances
- **January to April 2026 (tentatively):** Staff work with awardees to put grant and loan agreements in place.

Proposals must be received by **4:30pm AKDT, Friday, August 22, 2025.** Submit applications via email or in-person at the addresses below:

In person: Permit Center Hub, 230 S. Franklin Street, 4th Floor, Marine View Building, Juneau, AK, 99801

E-mail: joseph.meyers@juneau.gov

All applications are ultimately approved by the CBJ Assembly in an open public process. Applicants should expect that their submitted project plans, costs and other supporting documentation will be available to the public. The Assembly may impose or modify terms, conditions, and other provisions that clearly protect the public interest.

Selection Criteria

Projects considered to be ready or feasible will be evaluated with the criteria in the following areas. All information provided in the application will be used to make a funding recommendation to the Assembly. Any information provided should be representative of the project. Any changes made after a recommendation is made that are not in line with the goals of the program may result in loss of award.

a. **Team Experience:**

1. Demonstrated experience on projects of similar size and scope;

2. Established development and/or operating partnerships
3. Qualified staff – developer, director, property manager, supportive services;
4. Capacity to maintain/manage project; and
5. Performance history of previous loan or grant from the JAHF.

b. **Population Targeting & JAHF Priority Targeting**:

Use of capital to develop housing units;

1. Long-term or permanent affordability;
2. Affordability at or beyond 10 years;
3. Housing located in Downtown Juneau; and
4. Proximity to a public transportation stop or transit center. Projects will earn up to five points in scoring based on their proximity to public transportation based on the following intervals:

Distance	Points
¼ mile or less	5 points
½ mile or less	3 points
¾ mile or less	1 point
More than ¾ mile	0 points

c. **Project Design and Characteristics**: **For Capital projects**:

1) Plans stamped by appropriate engineer or architect, or professionally qualified staff on the development team; and
2) Energy Efficiency: JAHF projects should be energy-efficient and adhere to either the Alaska Building Energy Efficiency Standard (BEES) or HUD's Energy Star Home Standard.
3) **For all projects**: Accessibility Standards**:** Proposals must comply with the federal Fair Housing Act (42 U.S.C. 3601-3619) and the Americans with Disabilities Act of 1990.

d. **Feasibility and Readiness to Proceed:**

1) Ability to secure other financing needed to carry out project;
2) Operational feasibility/long-term financial viability; and
3) Reasonable and balanced budget with cost controls. The intention for JAHF funds is to assist projects that need gap

financing and have a 100% chance of being successful.

4) Leveraging/percentage of total cost with commitments;
5) Site ownership or long-term lease. Proof of long-term lease or ownership is required;
6) Plans, environmental permitting, estimate complete;
7) Construction/operation within following fiscal year;
8) Land use and building permits received; and
9) In good standing with the CBJ Finance department; including taxes, utilities, fees, etc.

Score Sheet: A sample of the score sheet used by the review committee is included in Appendix C.

Compliance and Monitoring

a. **Inspection and Monitoring.** The CBJ, at any time, could inspect and monitor the records and work of the proposed project as to performance and compliance with JAHF program rules and loan requirements. **Project information, including rents and tenant income <u>must be submitted</u> annually by March 31st, during the affordability period.**

b. **Termination.** The CBJ City Manager may terminate any agreement if awardees:
   1) Fail to comply with the stated project schedule;
   2) Allow required permitting to lapse;
   3) Make material alterations to the project;
   4) Fail to submit a complete and timely annual report;
   5) Lose the ability to proceed with the project; or
   6) Take no action to claim the funds awarded within 12 months of award.

c. **Annual Reporting.** All projects that receive funding from the JAHF <u>must</u> submit an annual report to Community Development by March 31st the year following award and for the duration of the loan or until the year after a project is completed in the case of a grant.

The report should include:

i. Project progress reports;
ii. Details on funds disbursed, JAHF expenses, amount of leveraged

funds acquired;

iii. Updates on any required land use permitting;

iv. Guidance on funding availability for the following year

v. Summary of rental and occupancy rates

Repayment Terms for JAHF Awards

1. **Housing Authorities, tribal governments, and not-for-profit developers:**
   a. In general, not-for-profit developers will receive funds in the form of a grant.

2. **For-profit developer:**
   a. Low-interest loan; 0% for the first five years, 2% for the second five years with full repayment required by year ten.
   b. Term begins at disbursement of funds; and
   c. Payments start 6 months after receipt of a final Certificate of Occupancy.
   d. The Manager may add additional terms consistent with the intent of this resolution.

Appendix A: Glossary of Terms

- **Affordable Housing –** The U.S. Department of Housing and Urban Development (HUD) defines "Affordable" as housing costs no more than 30 percent of a household's monthly income. This means rent and utilities in an apartment or the monthly mortgage payment and other housing expenses (utilities, home maintenance and repairs) for a homeowner should be less than 30 percent of monthly household income. Affordability under the Juneau Affordable Housing Fund is defined as units offered as affordable for households with incomes at or below 80% AMI.

- **Area Median Income (AMI) –** HUD uses the median income for families to calculate income limits for eligibility in a variety of housing programs. HUD Income Limits by size of household are used by JAHF to determine level of affordability. See Appendix B.

- **Assumable soft debt –** Mortgages or loans that can be taken over by another individual to maintain favorable interest rates or affordability.

- **Capital Funds –** Funding contributed for the development, acquisition, rehabilitation, or new construction of the physical structure.

- **Gap Financing –** Loans or grants used for housing development projects that bridge the gap between available funding sources, usually a combination of raised capital and state or federal housing subsidies.

- **HUD Income Limits:**
  - **Extremely low-income households –** Households with incomes at or below the HUD 30% Limit. See Appendix B.

  - **Very low-income households –** Households with incomes at or below the HUD 50% Limit. See Appendix B.

  - **Low-income households –** Households with incomes that fall below the maximum 80% limit. See Appendix B.

  - **Middle-income housing –** Middle-income housing is not a HUD recognized term. Middle-income housing is generally used here to mean affordable housing for households between 80% and 120% of area median income – typically without attachment to other subsidy or rental assistance.

- **Non-profit Organization –** A corporation of foundation granted exemption from income taxation by the IRS.

- **Ownership housing –** Housing for which the sales price minus the sum of grants and deferred loans provided to the borrower results in a monthly payment which qualifies a low-income household for a mortgage loan under standard lender underwriting standards.

- **Short-term rental (STR)** – Short-term rental means a dwelling unit that is rented, leased, or otherwise advertised for occupancy for a period of less than 30 days.

- **Unit –** means a residential use consisting of a building or portion thereof, providing independent and complete cooking, living, sleeping and toilet facilities for one household, and used exclusively for human habitation.

- **Low-interest loans –** Low-interest loans through the Juneau Affordable Housing Fund will bear 0% interest for the first five years of the loan and 2% interest for the second five years of the loan with a single balloon payment of the outstanding loan balance due at 10 years.

Appendix B: FY2025 Income Limits and Rental Limits

City and Borough of Juneau Income Limits for 2025 (effective 4/1/25)

4-person AMI: $128,700

	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
30% AMI	$27,030	$30,900	$34,740	$38,610	$41,700	$44,790	$47,880	$50,970
60% AMI	$54,060	$61,800	$69,480	$77,220	$83,400	$89,580	$95,760	$101,940
80% AMI	$72,080	$82,400	$92,640	$102,960	$111,200	$119,400	$127,600	$135,920
100% AMI	$90,100	$103,000	$115,800	$128,700	$139,000	$149,300	$159,600	$169,900
120% AMI	$108,120	$123,600	$138,960	$154,440	$166,800	$179,160	$191,520	$203,880

Source: HUD User Datasets:
https://www.huduser.gov/portal/pdrdatas_landing.html

City and Borough of Juneau Rental Limits for 2025 (effective 4/1/25)

Bedrooms (People)	Fair Market Rent	30% AMI	60% AMI	80% AMI	100% AMI	120% AMI
Efficiency	$1,202	$675	$1,351	$1,802	$2,252	$2,703
1 Bedroom	$1,336	$724	$1,448	$1,931	$2,412	$2,896
2 Bedrooms	$1,753	$868	$1,737	$2,316	$2,894	$3,474
3 Bedrooms	$2,456	$1,003	$2,007	$2,677	$3,346	$4,015
4 Bedrooms	$2,544	$1,119	$2,239	$2,986	$3,732	$4,479

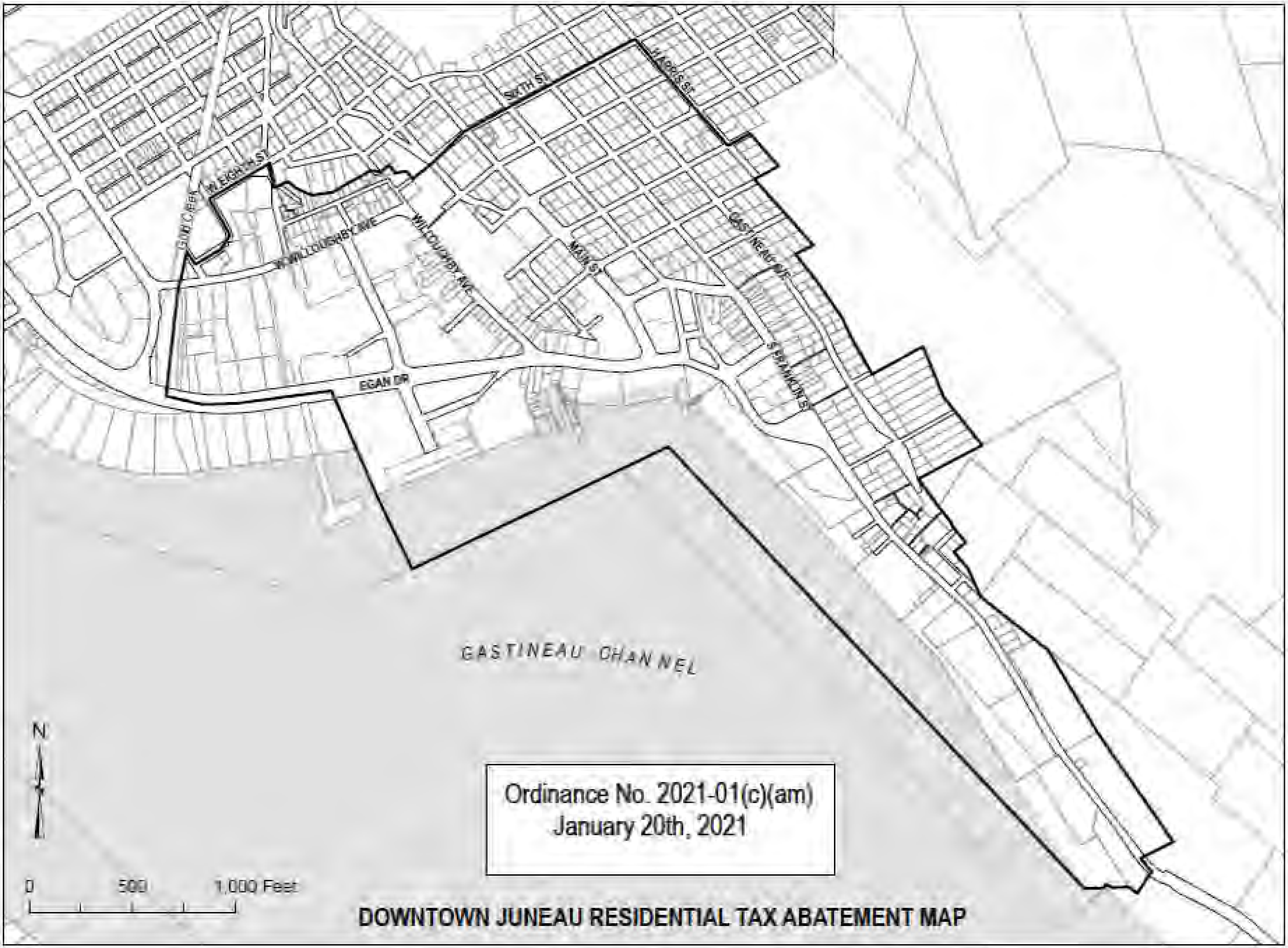
Source: HUD User Datasets: https://www.huduser.gov/portal/pdrdatas_landing.html

Appendix C: Score Sheet

2025 Juneau Affordable Housing Fund Score Sheet				
Program Name:				
Evaluation Criterion				
Outstanding (5 points), Good (4 points), Average (3 points), Marginal (1-2 points), Unacceptable (0 points); Each question is worth a maximum of 5 points	***INPUT POINTS HERE***	**Possible Points**	**Score**	**Questions and Comments**
Section 1: Team Experience				
Demonstrated experience on projects of similar scope and nature				
Established development and/or operating partnerships, including support services				
Qualified staff: developer, director, property manager, supportive services		25	0	
Capacity to maintain/manage the project				
Performance history of previous loan or grant from the JAHF				
		Section 1 Subtotal		
Section 2: Juneau Affordable Housing Fund Priorities and Population Targeting				
Capital projects to develop housing				
Long-term or permanent affordability		20	0	
Downtown housing				
Proximity to public transportation stop or transit center				
		Section 2 Subtotal		
Section 3: Project Design and Characteristics				
Stamped plans by appropriate engineer or architect, or staff on development team				
Energy efficiency		15	0	
Accessibility				
		Section 3 Subtotal		
Section 4: Feasibility				
Ability to secure other financing needed to carry out the project				
Operational feasibility/long-term financial viability		15	0	
Reasonable and balanced budget with cost controls				
		Section 4 Subtotal		
Section 5: Readiness to Proceed				
Leveraging/percentage of total costs with commitments				
Site control; (purchase agreement with timeline, ownership, or long-term lease required)		20	0	
Plans, environmental permitting, estimate complete				
Construction/operation within the fiscal year				
		Section 5 Subtotal		
		Points Possible	**95**	<--- total points possible
		Total Points	0	<--- points earned
		Score:	**0%**	<--- total score

Applicant:____________________________Evaluator:__________________________Date:

Appendix D: Downtown Juneau Residential Tax Abatement Map



Séet Kanax̱ Dutéen (Kowee Phase 1)

Scope of Project:
The project is a response to the immediate need for more housing units in the Juneau community for young families. The housing to be constructed will be ten (10) two (2) to four (4) bedroom homes constructed within three (3) years of the grant award (5/25/2023). The target population for these homes is Juneau residents earning less than eighty per cent (80%) of Median Family Income. Some of the funding sources for this project restrict housing to Native Americans. This proposed project is only the first phase of the planned subdivision, and it is THRHA's intention for this subdivision ultimately to serve a mixed-income population.

Progress Update: January 1st – December 31st, 2025
During 2025, the project made measurable progress despite several unforeseen delays beyond our control. Key activities and status are summarized below.

Project Progress

- Tree Cutting: All required tree cutting has been completed.
- Permitting: All currently required permits are in place.
- Engineering Plans: Work is underway with both Civil and Electrical Engineers to complete final plans.
- Next Steps: We anticipate submitting the development package to the City and Borough of Juneau (CBJ) Planning Commission in early 2026.

Environmental Review Impacts
The Environmental Review process resulted in substantial delays. Required evaluations included:

- Migratory Bird Treaty Act compliance
- Oil tank assessments
- Flora, fauna, and wetlands determinations

The wetlands determination, in particular, required significant time and represented a major cost burden to the project.

Community-Wide Delays Impacting Civil Work

Progress was further slowed by external community events:

- Annual Glacier Outburst Flooding: Juneau experienced its yearly glacial outburst flooding, which caused major damage to approximately 300 homes last year. In response, CBJ installed HESCO barriers along the riverbank and mobilized nearly every contractor in Juneau to complete the work prior to the expected mid-August outburst. As a result, all civil work citywide, including our project, experienced significant delays.
- Upcoming 2026 Levee Expansion: CBJ will be expanding the levee in 2026, and similar delays are expected again next spring due to the strain on local contracting capacity.

City Staffing and Administrative Delays

- Engineering Department Turnover: CBJ's Chief Engineer position was vacant for several months. The newly hired Chief Engineer is new to Juneau and still becoming familiar with local requirements and project needs. To help expedite this process, we have hired a local engineer to assist her in reviewing our plans and navigating CBJ standards.
- Permit System Replacement: CBJ rolled out a new permit processing system, resulting in a citywide month-long shutdown of all permits. Following launch, the system experienced multiple technical issues, creating further delays. We have submitted all required documents and are awaiting the City's advancement of the project to the next review level. Our goal is for the Planning Commission to review the project in March.

Project Budget Status:

Activity	CBJ - AHF Budget		CBJ - AHF **Inception to 12.31.2025**		THRHA Funds Budget		THRHA Funds **Inception to 12.31.2025 Exp**		TOTAL PROJECT Budget		TOTAL PROJECT **Expense**	
Land Acquisition	$	-	$	-	$	1,166,883.00	$	1,243,117.91	$	1,166,883.00	$	1,243,117.91
Environmental Review	$	-	$	-	$	80,000.00	$	247,117.86	$	80,000.00	$	247,117.86
Design	$	50,000.00	$	-	$	50,000.00	$	43,147.03	$	100,000.00	$	43,147.03
Engineering	$	100,000.00	$	2,057.50			$	236,804.67	$	100,000.00	$	238,862.17
Construction	$	350,000.00	$	85,598.09			$	48,000.00	$	350,000.00	$	133,598.09
Other	$	-	$	-			$	17,549.47	$	-	$	17,549.47
	$	500,000.00	$	87,655.59	$	1,296,883.00	$	1,835,736.94	$	1,796,883.00	$	1,923,392.53

This report reflects our commitment to transparency and keeping all stakeholders informed about the progress of the THRHA New Housing Construction Project. We look forward to the successful completion of this project, which will significantly contribute to addressing the housing needs in the Juneau community.

Jacqueline Pata

Jacqueline Pata
President/CEO
Tlingit Haida Regional Housing Authority

2.27.2026
Date

MEMORANDUM

DATE: March 16, 2026

TO: Alicia Hughes-Skandijs, Lands Chair

FROM: Emily Wright, City Attorney

SUBJECT: Short Term Rentals – One Per Person Limits

LAW DEPARTMENT
155 Heritage Way
Juneau, AK 99801
Ph: (907) 586-5242
Fax: (907) 586-4567

In May 2023, Representative Andrew Gray, D-Anchorage, introduced HB184 which sought to:

1. Create a state-wide short term rental (STR) registry;
2. The registration is valid for one year;
3. Implement a fee for registration; and
4. Allow a person/operator to operate only one STR at a time.

It appears that HB 184 was referred to the Labor & Commerce and Finance committees. Neither committee scheduled HB 184 for a hearing. At the end of the 33rd Legislative session this bill died. No similar bill has been introduced at the state level.

In reviewing the feedback received, I was able to find a letter from the Greater Juneau Chamber of Commerce with two main critiques. First, they express concern that STRs provide options for accommodation when hotels are not available or affordable. Next, they flagged that STRs help respond to workforce and seasonal housing needs. And finally, they objected to the State stepping into local housing issues.

The Municipality of Anchorage recently implemented legislation on STRs, requiring an annual registration (no fee is currently attached). The registry is scheduled to open May 1, 2026. It does not appear that Anchorage has imposed any limits on STRs at this time.

You have asked whether the CBJ Assembly could implement limits on STRs to ownership/operation of one STR per person. The CBJ is a home-rule city and borough and is permitted to legislate short-term rentals. We currently have a registration requirement, found in CBJC 69.40.

The Assembly may implement additional legislation to limit or cap STRs. You may legislate a cap on STRs per person or per entity/operator. Definitions are already included in 69.40.010 which would apply, but depending on the direction you choose to go, additional definitions may be necessary. For example, you would need to define "one." Would a duplex or building with multiple smaller apartments or rooms count as one STR or many?[1] You may also look at other limits, such as requiring owner-occupied rules,[2] limiting total nights available for STRs, increasing the tax on STRs.[3]

[1] Palm Spring California utilizes a "density cap" of 20% per neighborhood.
[2] Owner occupied rules are implemented by many communities, including: New York City, Los Angeles, Santa Monica, and Seattle allows two STRs (one that is owner occupied and one other).
[3] Hawaii instituted a "green fee" to STRs, Colorado allows increased lodging taxes, Delaware implemented a tax on stays of 31 days or less, Illinois made STRs subject to hotel tax, Rhode Island implemented a STR tax, and Utah increased their transient room tax.

You should consider and discuss provisions either grandfathering currently registered STRs or implementing a phase out period.

The Assembly may implement an annual fee for registration. The cost for registration should be reasonably related to the goals of the legislation. Additional registry information will be required if caps or limits are set in place. Further, you may want to consider whether registration should be required annually, or would you allow longer registration periods (to reduce administrative burdens on both the STR and the CBJ). Currently the penalty for failure to register is set forth in 69.40.030, you should review to determine whether you believe this penalty is reasonable or should be increased.

The Finance department should weigh in on the mechanics of registration and enforcement as well as provide anticipated administrative costs.

Next steps:

Once you define the parameters of the legislation you would like, Law can draft an ordinance for review. This will give you an opportunity to refine your changes and receive community feedback.

CITY AND BOROUGH OF
JUNEAU
ALASKA'S CAPITAL CITY

City and Borough of Juneau
City & Borough Manager's Office
155 Heritage Way
Juneau, Alaska 99801
Telephone: 586-5240| Facsimile: 586-5385

TO: Borough Assembly
DATE: July 28, 2025
FROM: Wade Bryson, Chair, Short-Term Rental Task Force (STRTF)
RE: STRTF Report to the Assembly

The purpose of this memo is to summarize the work of the STRTF and serve as a report to the Assembly.

Upon the STRTF's recommendation, the Assembly passed changes to Title 69 at its May 19th Regular meeting. These changes modified code to require that:

- Marketplace facilitators collect and remit sales taxes on behalf of STR operators,
- Exempt local STR operators from sales tax filings when all of their business is being performed by a marketplace facilitator who is collecting and remitting on their behalf, and
- Requires STR marketplace facilitators submit a monthly listing of all CBJ issued STR permit numbers

For one major platform, these changes are going into effect for July 1; staff are working on others. It is rare that the work of a task force results in completed legislation prior to its conclusion.

In addition to this accomplishment, the task force recommends the Assembly consider future STR regulatory options based on the community's rental vacancy rate (RVR), as annually published by the State of Alaska Department of Labor and Workforce Development[1].

[1] https://live.laborstats.alaska.gov/housing/rentall.html

The Task Force did not land on a specific RVR under which it would recommend additional regulations; however, the general sense of the task force was that our current RVR is too low. Utilizing the RVR as a metric for decision making passed the STRTF on a 6-4 vote.

If the Assembly determines additional regulations are warranted based on the RVR, the task force recommends the Assembly consider the following two regulations, in order:

1. Institute a fee for permits (currently free), based on current CBJ costs. Consider an increased fee for individuals/business entities with more than one STR.
2. Cap the number of STRs permittable per person or entity.

The STRTF started with a matrix that included 12 different types of potential STR regulations. Most were considered to be not a good fit for Juneau. The regulatory options that remained were contentious with proposed approaches either narrowly passing in the case of the above two (6-4) or narrowly failing. This trend was reflected in written public comment. Verbal public comment, mostly from those with interests in STRs, was predominantly opposed to regulation.

Further, the STRTF has four non-regulatory recommendations:

1. That CBJ conduct an economic impact study to fully understand the financial impact of STRs in Juneau.
2. That a single address only require one permit, even if there are multiple dwelling units being short-term rented as part of that address.
3. That if the Assembly does limit the overall number of short-term rentals permittable per person/entity, it utilize the concept of grandfathering to give people time to transition.
4. That the STRTF recommend the Assembly utilize revenue collected from STR facilitators be used to support housing in Juneau

Greater Juneau Chamber of Commerce

9301 Glacier Hwy, Suite 110 • Juneau AK 99801 • (907)463-3488

May11, 2023

Representative Andrew Gray
State Capitol Room 434
Juneau, AK 99801

Delivered via email
Representative.Andrew.Gray@akleg.gov

Re: HB-184 Short-Term Rental Unit Registry

Dear Representative Gray,

The Greater Juneau Chamber of Commerce has "housing" as one of its priorities along with our mission of protecting private sector businesses. While your bill may be written with good intentions, the Chamber strongly objects to controlling short-term rentals at the state level.

As to the bill itself, section 34.90.040 - limiting short-term rentals to one per person - makes no sense. This provision could negatively impact the availability and affordability of accommodations, especially for lower-income travelers. Each community has different conditions for housing. Short-term rentals provide options for the independent traveler when there are no affordable (or acceptable) hotel accommodations. A different type of workforce housing is needed by the visitor industry – in response to a seasonal industry. The issue of the availability of housing can often be restated as availability of "affordable" housing. However, the state should not attempt to control local housing markets.

We acknowledge and appreciate your dedication to addressing housing issues throughout the State of Alaska and thank you for your commitment to the welfare of the Great State of Alaska!

Respectfully,

John Blasco
President

Craig E. Dahl,
Government Affairs

cc: Representative Jesse Sumner, Chair House Labor & Commerce
Representative Bryce Edgmon, Co-Chair House Finance
Representative Neal Foster, Co-Chair House Finance
Representative DeLena Johnson, Co-Chair House Finance
Representative Sara Hannan
Representative Andi Story

HOUSE BILL NO. 184

IN THE LEGISLATURE OF THE STATE OF ALASKA

THIRTY-THIRD LEGISLATURE - FIRST SESSION

BY REPRESENTATIVE GRAY

Introduced: 5/1/23
Referred: Labor and Commerce, Finance

A BILL

FOR AN ACT ENTITLED

"An Act relating to short-term rental units; relating to the duties of the Department of Commerce, Community, and Economic Development; establishing a state short-term rental unit registry; and providing for an effective date."

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:

*** Section 1.** AS 34 is amended by adding a new chapter to read:

Chapter 90. Short-Term Rental Unit Registry.

Sec. 34.90.010. State short-term rental unit registry. (a) In coordination with the Department of Public Safety, the Department of Health, and the Department of Revenue, the Department of Commerce, Community, and Economic Development shall create and maintain a registry of short-term rental units offered for rent in the state.

(b) The department shall include the following information for each short-term rental unit in the registry:

(1) the name of the operator;

(2) the telephone number, electronic mail address, and mailing address of the operator;

(3) the address of the unit;

(4) the year the unit was built;

(5) the type of rental unit;

(6) the number of units in the building;

(7) the accessibility of the unit;

(8) whether the unit is in a building or on a property that is owner-occupied and whether the unit is managed by a third party;

(9) evidence that the operator is the property owner or a tenant with the property owner's written consent;

(10) the number of an operator's state business license issued under AS 43.70.020; and

(11) other information the department may reasonably require.

(c) A registration made under this section expires one year after the date the registration is issued and shall be renewed annually.

(d) A change in the operator registered under this section invalidates the unit's registration.

Sec. 34.90.020. Application and fees for short-term rental registration. (a) To register a short-term rental unit under this chapter, a person shall apply in writing in the form or format prescribed by the department. The application must include

(1) information required under AS 34.90.010(b);

(2) a signed declaration in a form provided by the department certifying that the applicant understands that a false statement on the application is punishable as unsworn falsification in the second degree under AS 11.56.210;

(3) the registration fee required under (b) of this section.

(b) A person who applies to register a short-term rental unit under this chapter shall pay to the department a nonrefundable application fee in the amount determined under (c) of this section.

(c) The department shall establish by regulation the application fee assessed under this section in an amount that provides for the total amount of fees collected under (b) of this section to approximately equal the actual costs incurred by the department under this chapter. The department shall annually review the fee level to determine whether the costs incurred by the department in administering this chapter are approximately equal to the fees collected. If the review indicates that the fees collected and the actual costs are not approximately equal, the department shall adjust the application fee by regulation. In January of each year, the department shall report to the office of management and budget the fee level and any revision made for the previous year under this subsection.

(d) Upon receipt of a completed application, the department shall add the short-term rental unit to the short-term rental unit registry established under AS 34.90.010.

Sec. 34.90.030. Registration required. A person may not make a rental unit available as a short-term rental unit in the state without registering the unit under this chapter.

Sec. 34.90.040. Limitation on number of short-term rental units. An operator may register and operate only one short-term rental unit at a time under this chapter.

Sec. 34.90.050. Reporting of potential violations. A person may report a potential violation of this chapter to the department.

Sec. 34.90.500. Definitions. In this chapter,

(1) "bed and breakfast" means a place of lodging where rooms within a single dwelling unit are provided to transient guests by a resident operator for a prearranged fee on a daily or short-term basis;

(2) "charitable organization" means a charity that is exempt from taxation under 26 U.S.C. 501(c)(3) (Internal Revenue Code);

(3) "department" means the Department of Commerce, Community, and Economic Development;

(4) "operator" means a person who is an owner of a short-term rental unit, or a portion of the unit, who offers or provides the unit, or a portion of the unit, for short-term rental use or a person who is the tenant of a building containing a short-term rental unit, or a portion of the unit, who offers or provides the unit on a daily or

short-term basis;

(5) "short-term rental unit" means a room or rooms located within a building that are occupied or intended to be occupied by not more than one household as living accommodations independent from any other household that is offered for overnight occupancy in exchange for a fee for periods of 30 consecutive days or less, and does not include a

(A) hotel, motel, or bed and breakfast;

(B) commercially operated hunting or wilderness camp; or

(C) a unit operated by a government entity or charitable organization that provides temporary housing to individuals or family members of individuals who are being treated for trauma, injury, or disease.

*** Sec. 2.** AS 37.05.146(c) is amended by adding a new paragraph to read:

(85) fees collected by the Department of Commerce, Community, and Economic Development under AS 34.90.

*** Sec. 3.** AS 44.33.020(a) is amended by adding a new paragraph to read:

(45) administer the short-term rental unit registry and carry out other functions and duties under AS 34.90.

*** Sec. 4.** The uncodified law of the State of Alaska is amended by adding a new section to read:

TRANSITION: APPLICABILITY TO SHORT-TERM RENTAL UNITS IN CURRENT OPERATION. Notwithstanding AS 34.90.030 or 34.90.040, a person who is operating a short-term rental unit on the effective date of sec. 1 of this Act may operate the unit without registration under AS 34.90.010, added by sec. 1 of this Act, until January 1, 2026.

*** Sec. 5.** The uncodified law of the State of Alaska is amended by adding a new section to read:

TRANSITION: REGULATIONS. The Department of Commerce, Community, and Economic Development may adopt regulations necessary to implement this Act. The regulations take effect under AS 44.62 (Administrative Procedure Act), but not before the effective date of the relevant provision of this Act implemented by the regulation.

*** Sec. 6.** Section 5 of this Act takes effect immediately under AS 01.10.070(c).

*** Sec. 7.** Except as provided in sec. 6 of this Act, this Act takes effect January 1, 2025.