



REGULAR PLANNING COMMISSION AGENDA

March 11, 2025 at 6:00 PM

Assembly Chambers/Zoom Webinar

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

A. LAND ACKNOWLEDGEMENT

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

B. ROLL CALL

C. REQUEST FOR AGENDA CHANGES AND APPROVAL OF AGENDA

D. APPROVAL OF MINUTES

1. January 23, 2024 Draft Minutes Regular Planning Commission - **APPROVED**

2. February 25, 2025 Draft Minutes Regular Planning Commission - **APPROVED**

E. BRIEF REVIEW OF THE RULES FOR PUBLIC PARTICIPATION

F. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

G. ITEMS FOR RECONSIDERATION

H. CONSENT AGENDA

3. **USE2025 0002:** A Conditional Use Permit to use existing church facilities for a preschool, Family Promise's rotational shelter program and as a Red Cross Emergency Shelter Facility - **APPROVED AS RECOMMENDED**

Applicant: St. Brendan's Episcopal Church

Location: 4207 Mendenhall Loop Rd.

DIRECTOR'S REPORT

The applicant requests a Conditional Use Permit to establish a half or full day preschool. Additionally, in the evenings the existing classrooms may be used to house up to 3 families for Family Promise's temporary shelter services. In the event of a disaster, applicant also requests that the rooms be designated a Red Cross's Emergency Shelter.

STAFF RECOMMENDATION

Staff recommends the Planning Commission adopt the Director's analysis and findings and approve the Conditional Use Permit USE2025 0002 with the requested conditions.

I. UNFINISHED BUSINESS

J. **REGULAR AGENDA**

4. **USE2025 0001**: A Conditional Use Permit for a site plan revision of a fire turnaround relocation. - **APPROVED AS RECOMMENDED**

Applicant: Chilkat Vistas

Location: Hillcrest Ave

DIRECTOR'S REPORT

The applicant requests a modification to Conditional Use Permit USE2024 0006 to relocate the fire turnaround relocation. USE2024 0006 approved a 48-single-room occupancies on Hooter Lane. The relocated fire turnaround modification meets CBJ standards. Snow removal surface area has been increased, and new snow storage needs are accommodated. The original permit had three conditions: That Hooter Lane must be accepted for ownership and maintenance by CBJ, that a new plat reduce lot size to qualify for tax abatement, and that a lighting plan be required before a building permit was issued. The three conditions have been met. No temporary certificates of occupancy have yet been issued. No new conditions are proposed as part of this modification.

STAFF RECOMMENDATION

Staff recommends the Planning Commission adopt the Director's analysis and findings and approve Conditional Use Permit USE2025 0001 with the requested modifications.

5. **ARP2024 0001**: Preliminary Plan approval for the Ravenwood/Brow Tine Subdivision - **Approved as Amended**

Applicant: R & S Construction LLC

Location: 4670 Glacier Hwy

DIRECTOR'S REPORT

The applicant requests Preliminary Plan approval for the Ravenwood/Brow Tine Subdivision, an Alternative Residential Subdivision creating 42 Unit Lots with common wall dwellings and one (1) parent-lot.

STAFF RECOMMENDATION

Staff recommends the Planning Commission adopt the director's analysis and findings and approve the Preliminary Plan with conditions.

6. **AME2025 0001**: Proposed amendments to Title 49 - **Forwarded as Recommended**

Applicant: City and Borough of Juneau

Location: Borough-wide

DIRECTOR'S REPORT

The proposed ordinance amends the Title 49 Land Use Code Relating to Rules of Construction, Permits, Equivalent Use Determinations, Determination of Minor Versus Major Developments, Accessory Dwelling Units, Caretaker Units, and Transition Zones. Revisions are being considered under the accelerated program. Rather than approving code changes, the Assembly has asked the Commission to provide feedback by March 28, 2025. The Assembly will decide on approval.

STAFF RECOMMENDATION

Staff recommends that the Commission provide a recommendation to approve the code changes.

K. OTHER BUSINESS

L. STAFF REPORTS

M. COMMITTEE REPORTS

N. LIAISON REPORT

O. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

P. PLANNING COMMISSION COMMENTS AND QUESTIONS

Q. EXECUTIVE SESSION

R. SUPPLEMENTAL MATERIALS

[7.](#) Additional Materials

S. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.gov.

DRAFT MINUTES

Agenda

Planning Commission

Regular Meeting

CITY AND BOROUGH OF JUNEAU

Mandy Cole, Chair

January 23, 2024

I. LAND ACKNOWLEDGEMENT – Read by Chair Cole.

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

II. ROLL CALL

Mandy Cole, Chair, called the Regular Meeting of the City and Borough of Juneau (CBJ) Planning Commission (PC), held in Assembly Chambers of the Municipal Building, virtually via Zoom Webinar, and telephonically, to order at 7:01 p.m.

Commissioners present: Commissioners present in Chambers – None.

Commissioners present via video conferencing – Mandy Cole, Chair; Erik Pedersen, Vice Chair; Travis Arndt, Clerk; Adam Brown; Nina Keller; David Epstein, Jessalynn Rintala, Lacey Derr

Commissioners absent: Matthew Bell, Assistant Clerk

Staff present: Jill Lawhorne, CDD Director; Jennifer Shields, Planner II; Lily Hagerup, CDD Administrative Assistant; Sherri Layne, Attorney III

Assembly members: Paul Kelly

III. REQUEST FOR AGENDA CHANGES AND APPROVAL OF AGENDA- None.

IV. APPROVAL OF MINUTES- None.

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

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

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

VIII. **CONSENT AGENDA**- None.

IX. **UNFINISHED BUSINESS**

X. **REGULAR AGENDA**

PWP2023 0004: Parking Waiver request for a 3,657 square foot Domino's Pizza Restaurant.
Applicant: R & S Construction
Location: Clinton Drive

Staff Recommendation

Staff recommends the Planning Commission adopt the Director's analysis and findings and APPROVE the requested parking waiver. The permit would waive five (5) parking spaces for the proposed Domino’s Pizza restaurant with a drive-through window.

Applicant Presentation

Rob Worden from R&S Construction presented on behalf of Dominos. He explained that the lease for the building where Dominos in the Valley is currently located is about to expire. Instead of renewing the lease, Dominos has decided to construct a purpose-built structure in a Mixed-Use zoning district.

Questions from Commissioners

Mr. Pedersen noted that the originally submitted plans were for a larger building that required a parking waiver. A memo was submitted amending the size of the building to no longer require a parking waiver. He asked the applicant the reasoning behind the amended plans. Mr. Worden responded that CBJ parking requirements are based on gross square footage. Since this establishment will not have indoor seating for customers to eat on-site, the larger building wasn’t really needed.

Mr. Epstein asked if the site plan will be updated to show 8 or 9 spaces if the building and parking waiver get approved. Mr. Worden said no, that they will stick with the current layout for parking.

Chair Cole asked for public testimony.

Marina Lindsey (ph), resident, asked for clarification on the public waiver request, as the proposal is fewer than required parking spaces. She also asked if anyone looked into the growth plans for Dominos or if there would be a traffic analysis and if they would be addressing any sort of extra landscaping requirements since headlights will be pointing towards the condominiums. She also

noted that the dumpsters for the condos next door are not very bear proof and adding restaurant waste would be a big problem.

Chair Cole stated she also thought about the landscaping lighting issue as well in regard to the drive-through. She asked if a landscape plan that would obscure the lights or a fence would meet her need. Ms. Lindsey responded that landscaping or a fence done well would help and she would be appreciative of that.

Filliard Lewis (ph), resident, voiced that he did not know if a fence to obscure the headlights would make any difference, as the discharge of the drive-through points the cars directly at their building. He shared that this is out of character with the surrounding businesses, because most of that area is shut down by 6 or 7 p.m. He was concerned they would not have any sort of peace with traffic going through there. He noted the traffic analysis was based on traffic throughout the day, which is misleading.

Chair Cole brought back the applicant to provide any other information.

Mr. Worden expressed that he thought about those residents on this layout, which is why the parking lot is in the back. In regard to the drive-through location, that is due to the layout of the property. He added they eliminated going in and out of the building at a front door they will not see and kept it down to one-story to avoid wrecking views. He stressed that the condos across from the drive-through all have bedrooms in the back, so it should not disturb any sleeping.

Mr. Epstein stated that for a parking waiver, the applications must include plans prepared by a professional engineer or architect, and this only has a drawing that has been stamped by a professional land surveyor. He asked if there was any documentation that had been stamped and signed by a professional engineer or architect, and if the director had waived submission of any required exhibits. Mr. Worden responded that they will not have final drawings until they know what is going to be approved. Mr. Epstein also asked where the drive-through window will be located. Mr. Worden stated it will be on the side with a 23.68 foot dimension with the window centered on that. Mr. Epstein inquired where they could put a fence. Mr. Worden replied that he did not know and is not in favor of a fence.

Ms. Keller expressed that when looking at the renderings of the building, on one side it says tenant sign. She asked if the building was going to be used by someone else aside from Dominos. Mr. Worden answered right now Dominos is the owner, but did not know if the client will change it or add something in the future. Ms. Keller stated it would be nice to know that.

Chair Cole commented that the building is proposed at a little less than 3,000 feet and only Dominos, and she assumed the tenant drawing rendering was something associated with the larger building, but now that it is the smaller building, there is nothing but room for one Dominos. She asked Mr. Worden if that was his understanding as well. Mr. Worden said he was not 100% on that, as he is unaware of what they will do in the future. Director Lawhorne added that her recommendation for approvals does not include anything else except Dominos and its associated parking and drive-through.

Chair Cole asked for questions for staff.

Mr. Arndt inquired why under Item 1 in the memo it says the building footprint decreases the total number of offset street parking spaces required from 18 to 14, but under number 2 it says 13 parking spaces meet the required minimum, including 1 ADA accessible space. Director Lawhorne responded that her understanding was that due to the decrease in the size of the building, the required spaces went from 18 to 14, and they are provided 13 total, including the ADA space, so they still need a parking waiver for one space.

Mr. Epstein asked Director Lawhorne if she foresaw waiving submission of any required exhibits. Director Lawhorne admitted that she missed that part about the architect or engineer, because they had the site plans drawn accurately by a surveyor and she believed it addressed most of the items, so she was comfortable with it as submitted, but if the Commission wanted it submitted by an engineer or architect, that could be a condition of approval. Mr. Epstein voiced he would want to see landscaping, lighting, and sign details to address public concerns.

Ms. Keller expressed that it is not clear if they plan on having a tenant and she is not sure if going from 3,600 to 2,900 square feet means there is no room for a tenant or not, and she does not like not knowing that. She added that may come into play with the parking spaces and how they will be used if there is a tenant. Chair Cole asked Director Lawhorne to clarify what happens if a conditional use permit is approved and something changes, including a tenant, on that building. Director Lawhorne clarified that they have been told since the application came in that it would be a Dominos, and it is in the Commission's authority to state that it must be Dominos and not any other uses combined with it without the applicant seeking a modification to the conditional use permit. She also noted that they need to be clear on what they are approving this evening.

Mr. Arndt asked if will be required to have the site plan stamped by an engineer for the building permit process even though the site plan is stamped by a land surveyor right now. Director Lawhorne responded that is correct.

Mr. Epstein shared that recommendation item 3 states that prior to the issuance of a building permit, the applicant can submit a revised site plan that meets the parking design and circulation requirements, so they will get to where they need to be one way or another.

Mr. Brown inquired if there had been any other buildings in the area that had concerns about the headlights. Director Lawhorne responded that the only thing recent she could think of was the new search building and she did not recall that being an issue, but it did not face the condos. Mr. Brown expressed he was not personally overly concerned with the headlight issue.

Ms. Rintala asked if the amount of parking they are requiring is based on an undifferentiated restaurant use in Juneau. Director Lawhorne expressed it is not specific to Dominos.

Director Lawhorne clarified she is not sure why the applicant's request was still asking to waive the five parking spaces, even though they only needed one.

Attorney Layne stated even though they may still be requesting five spaces, the Commission can

still say they are only going to waive one.

MOTION: *by Mr. Pedersen to accept staff’s findings, analysis, and recommendations, and approve PWP2023 0004 parking waiver for 11 regulars spots and one handicap space.*

Mr. Arndt supported the motion and agreed the other space was odd and in the way for the traffic circulation.

Ms. Rintala found it compelling that per Juneau’s regulation, they are asking this restaurant not meet the same parking standards as a sit-down restaurant, and it does seem reasonable for the Commission to be a little flexible with the requirements of this restaurant versus a sit-down restaurant, so she is in support of the motion.

Chair Cole clarified they are waiving two parking spaces, meaning there will be 12 on site, with two parking spots waived of the required 14.

The motion passed with no objection.

USE2023 0018:	Conditional Use Permit request for a 3,657 square foot Domino's Pizza Restaurant.
Applicant:	R & S Construction
Location:	Clinton Drive

Staff Recommendation

Staff recommends the Planning Commission adopt the Director’s analysis and findings and APPROVE WITH CONDITIONS the Conditional Use Permit.

Questions from Commissioners

Ms. Keller shared that since they do not know for sure on a tenant, she proposed using Director Lawhorne’s earlier suggestion to include in the conditions to say that the use for a Domino’s only and any other further uses in the future will have to come in for modification.

MOTION: *by Mr. Arndt to accept staff’s findings, analysis, and recommendations, and approve USE2023 0018 and propose modifying conditions to strike number 2 and number 5.*

Mr. Arndt was in support of the location, as it is a light commercial area, and he left out Ms. Keller recommendation, because it states that the permit allows for a Domino’s Pizza Restaurant and a drive-through window, so that should already be taken care of. He added that he did not see them solving the issues and comments from the public with the landscaping plan and the fence, and the applicant pointed out that the bedrooms on are on the back side of the units.

Ms. Keller explained the reason she brought up adding the potential modification for use was because of the rendering and the applicant’s mention of a potential render.

Mr. Pedersen supported the motion.

Mr. Epstein proposed an amendment to add that prior to the issuance of a building permit, the applicant shall submit a revised site plan to meet parking design and circulation requirements to resolve the concerns about the engineer plan and the six sub-items.

Chair Cole clarified they have a motion with four conditions, with Conditions 2 and 5 deleted, and an amendment to add a fifth condition that mirrors Condition 3 in the original packet.

Mr. Arndt spoke against the amendment, as they are trying to delete extra conditions and it will automatically be satisfied.

Mr. Epstein thanked Mr. Arndt for his comments, and asked the director why Condition 3 was included in the first place. Director Lawhorne shared she made an oversight. Mr. Epstein chose to proceed with a vote.

The amendment failed 3-5.

Director Lawhorne noted that in regard to Condition 5 on the wheel stops, that spaces two, three, and four do not appear to back up to anything except an adjacent parking area, and staff believed wheel stops could be required.

Ms. Keller proposed an amendment to add the wheel stop condition back to keep people from driving through.

Chair Cole clarified that Ms. Keller proposed an amendment to add Condition 5 back, stating wheel stops shall be placed in front of parking space that do not front a curb.

The amendment failed 4-4.

The motion passed with no objection.

XI. OTHER BUSINESS

Chair Cole discussed the ADU Draft Ordinance language. She explained they went over it several times in the Title 49 Committee, and they wanted to see if there were any substantive changes that the whole Commission want to make. She noted that the ordinance still has to go to law and come back to them in the end.

Director Lawhorne expressed that the intent is that once they have the draft ordinance from the law department, they will schedule a public hearing for the Planning Commission to hear public testimony on it. She asked that they reconsider requiring a conditional use permit, as not a single accessory apartment has been denied even if they did not have the required parking, and staff rarely receives complaints on parking. She also pointed out that a building permit for an accessory apartment can take two to three weeks if all paperwork and materials are fully completed, whereas if you apply for a conditional use permit, the minimum is three months to get it before the Planning Commission. Director

Lawhorne also mentioned that in the past they would do tract changes, but that gets difficult to follow at times, so now they are underlining new language and striking through any language they are getting rid of. She noted she was asked to combine the definitions for B and C for accessory dwelling units, but they are very similar and could not find a way to define them better than they are.

Chair Cole asked for discussion on whether or not ADU applications need to come before the Planning Commission for conditional use or before the director instead.

Mr. Epstein asked what leeway the director would have in receiving an application for an accessory dwelling if the Commission decides to do away with the requirement for a condition use permit. Director Lawhorne stated that usually she has an escape clause to the Commission if the application triggered the same review that a conditional use should have but squeaks through, but those are rare and involved phasing. She could not envision a scenario where that would occur with an accessory dwelling unit. She added that if the Planning Commission disagrees with her response on an ADU, there would be an appeal.

Mr. Arndt agreed with what the director stated and was in favor of deleting the things they always say yes on, as it is a waste of everyone's time, but in this case, it may be good to keep it for a little while because they were increasing the square footage. In regards to someone appealing it or abutting it, he did not know if a neighbor or abutter would know the person got the permit until they started construction or after the fact, which would be outside of the appeal date. Director Lawhorne stood by what she initially stated.

Chair Cole added that it was on her mind to take care with ADU's because of some of the issues that short term rentals are causing for them in terms of housing, and so getting a cup might be important to help to understand conformity with the neighborhood and the use.

Mr. Arndt suggested leaving it in there for now to give everyone time to think about it as it goes to law, and they can easily strike it when it comes back for public hearing, because if it gets deleted tonight, it would be harder to add it back in later.

Chair Cole voiced they will leave it in tonight, and have arguments on it later.

Chair Cole discussed the proposed definitions for ADU regarding option B and C. She explained they wanted to combine the sentence that provides basic requirements for living, sleeping, cooking, and sanitation, and the sentence stating the dwelling unit ADU is accessory to and smaller than the primary dwelling unit. She noted the reason for that is they did not want them to mirror each other but wanted to keep them accessory. She suggested adding the basic requirements for living, sleeping, cooking, and sanitation to Option C.

Mr. Arndt agreed, but added that they also got rid of “is smaller than”. He discussed the deletion of the efficiency one bedroom, two bedroom comments and leaving it as square footage. He noted it was taken care of on lines 170 and 125, 126, but they need to deal with it on line 67, 93, 100, and 134. He also shared they were struggling with the title on line 144, because in multifamily zoning districts it does not apply to the multifamily building, and only single family residence. He was concerned about the first sentence under G, “Multifamily dwelling and accessory dwelling unit approval”. Director Lawhorne requested the easy fix is to say a single family unit in a multifamily zoning district.

XII. STAFF REPORTS

Director Lawhorne voiced that there are no cases scheduled and they will not have any work ready for the February 13th Planning Commission Meeting, so they have proposed to cancel that. The Commission agreed. She announced that the Legislative Breakfast is this Thursday, and they will discuss legislative priorities. The Assembly Retreat took up the land use code and asked what it would take to do a rewrite, and there have been internal meetings and meetings with the Chamber of Commerce’s Housing Committee, and right now they are looking at a new approach, which will split a full rewrite into two phases. She added she is working on a draft memo to the manager this week, and will have it ready by Thursday for the Assembly to discuss it on January 29th. She shared that they are losing two planners. She expressed that the building permit numbers are up, single family housing unit permits were down by a few, commercial development is up, and they are at two to three weeks for building permits.

XIII. COMMITTEE REPORTS/ASSIGNMENTS

The Title 49 Committee will consist of Mr. Arndt, as Chair, and Mr. Brown, Ms. Derr, and Ms. Rintala as Committee Members. On the Governance Committee, Mr. Pedersen will remain as Chair, and Ms. Cole and Ms. Keller will be Committee Members. Mr. Arndt noted it is nice if everyone shows up to the Title 49 Committee Meetings, even if they are not on the Committee. Ms. Keller agreed to remain on JCOS if it is still available. Mr. Epstein agreed to do the Public Works Committee, and Mr. Bell was placed on the Lands Committee.

Director Lawhorne shared that Mr. Chamborra (ph) will cover for her in February while she will be traveling, and he will give a full update on long-range planning and the housing program.

XIV. LIAISON REPORTS

Assembly Member Kelly reported that the Full Assembly has not met since the last Commission Meeting. He expressed they had the Legislative Welcome on January 16th, which went well. He shared that they will be having a Legislative Work Session with their delegation on Thursday, at 7 a.m., weather permitting, in the Assembly Chambers. He

voiced that the Assembly Members individually ranked all priorities that were submitted. It will not be finalized until next Monday, but they will show it to the delegation Thursday.

XV. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

XVI. PLANNING COMMISSION COMMENTS AND QUESTIONS

XVII. EXECUTIVE SESSION- None.

XVIII. ADJOURNMENT

The January 23, 2024 Planning Commission Meeting was adjourned at 9:00 p.m.

DRAFT MINUTES

Agenda

Planning Commission

Regular Meeting

CITY AND BOROUGH OF JUNEAU

Mandy Cole, Chair

February 25, 2025

I. LAND ACKNOWLEDGEMENT – Read by Mr. Salik.

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

II. ROLL CALL

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

Commissioners present: Commissioners present in Chambers – Mandy Cole, Chair; Erik Pedersen, Vice Chair; Matthew Bell, Assistant Clerk; David Epstein, Jessalynn Rintala, Lacey Derr, Douglas Salik

Commissioners present via video conferencing – Nina Keller

Commissioners absent: Adam Brown

Staff present: Jill Lawhorne, CDD Director; Irene Gallion, Senior Planner; Daniele Gaucher, CDD Administrative Officer; Nicolette Chappell, CDD Administrative Coordinator; Madeline Carse, CDD Administrative Assistant; Sherri Layne, Attorney III

Assembly members: Christine Woll

III. REQUEST FOR AGENDA CHANGES AND APPROVAL OF AGENDA

IV. APPROVAL OF MINUTES

- A. January 14, 2025 Draft Minutes, Regular Planning Commission
- B. January 28, 2025 Draft Minutes, Regular Planning Commission

MOTION: *by Mr. Bell to approve the January 14, 2025 and January 28, 2025 Planning Commission Regular Meeting minutes.*

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

VI. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

VII. **ITEMS FOR RECONSIDERATION**

VIII. **CONSENT AGENDA**

USE2024 0021: Use of the building formerly known as Floyd Dryden Middle School as an education center offering Head Start, Tlingit language immersion, and after-school programs.

Applicant: Stephanie Banua C/O CCTHITA

Location: 3200 Mendenhall Loop Rd

Director’s Report

The applicant proposes to use the building formerly known as Floyd Dryden Middle School as an educational center offering Head Start, Tlingit Language immersion, and after-school programs. The Juneau School District vacated the building in July of 2024. At the direction of the Assembly, CBJ Staff have been working with the applicant on lease terms for use of the facility.

Staff Recommendation

Staff recommends the Planning Commission adopt the Director’s analysis and findings and approve Conditional Use Permit USE2024 0021 with the condition.

MOTION: *by Mr. Pedersen to accept staff’s findings, analysis, and recommendations, and approve USE2024 0021.*

IX. **UNFINISHED BUSINESS**

X. **REGULAR AGENDA**

AME2025 0001: Proposed amendments to Title 49

Applicant: City and Borough of Juneau

Location: Borough-wide

Director’s Report

The proposed ordinance amends the Title 49 Land Use Code Relating to Rules of Construction, Permits, Equivalent Use Determinations, Determination of Minor Versus Major Developments, Accessory Dwelling Units, Caretaker Units, and Transition Zones. Revisions are being considered under the accelerated program. Rather than approving code changes, the Assembly has asked the Commission to provide feedback by March 28, 2025. The Assembly will decide on approval.

Staff Recommendation

Staff recommends that the Commission provide a recommendation to approve the code changes.

Rob Dumouchel, Special Projects Planning Manager, presented on the Title 49 Rewrite Project Phase 1 Wave 1 Amendments. He reminded the Commission of the Title 49 Project vision and goal, which is to streamline Title 49 and make it easy to understand. Phase 1 Wave 1 is focused on housing, discretion, interpretation and some permit streamlining. He stated that they are trying to reduce uncertainty and unnecessary barriers and speed up the permitting process. He went over the history of the Title 49 Project, rules of construction, and adjustments to approved permits. He discussed changes and upgrades that are being proposed, including allowing the CDD Director to initiate and approve eligible zone upgrades for Transition Zones that meet transition criteria and approve equivalent use determinations without a public hearing, changing the base ADU size to 1,000 square feet or greater for ADUs that are attached to large principal structures, removing use permit triggers for ADUs, waiving a parking space for ADUs if someone is within a mile of transit, a 10-foot rear setback for ADUs, defining and having basic regulatory structure for caretaker units and capping the size to 2,000 square feet, and clarifying confusing language for determination of use regarding major versus minor and having no specific dwelling unit limit for multifamily developments.

Mr. Pedersen asked when transitioning the no limit on multifamily out the of Major Development Planning Commission public process, what ways could the public weigh in on a project like that. Director Lawhorne answered it is very similar to the current minor subdivision process, where they notify abutters within a certain radius and they can provide comment to the department to take into consideration; however, but most people just want to be aware of what is happening.

Mr. Dumouchel confirmed that it would not be a public hearing, but is still best practice to make friends with neighbors when developing a large project.

Ms. Keller inquired if they had a 500 unit development, could it be permitted and developed with only letting potential neighbors know about it. Mr. Dumouchel responded yes, as long as they are meeting all other applicable existing standards like height, setback, lot coverage or any public/private improvements that may be triggered.

Director Lawhorne explained that even on minor permits, most go for the typical agency review so they would still be going to any applicable agencies for review.

Chair Cole opened testimony from the public.

Michelle Hale, Valley resident, testified on the portion of the ADU ordinance. She expressed that she sent a letter describing her lot and other lots in the Valley, where the houses are in the middle of the lot. She added that in the letter, she asked the Commission to recommend a 3-foot setback to the Assembly, but after talking with people and thinking about it more, she thought about maybe doing a floating setback. She suggested forwarding this to the Assembly with pictures from the parcel viewer with 600 square feet sketches in the pictures to show how awkward it is. She also asked that if a floating setback is done, to make it temporary until the Comprehensive Plan is revised. Ms. Hale expressed that she is on a duplex lot where ADUs are not allowed, but she has wanted to put one in her backyard for years for her sister to live in. She gave appreciation to the Commission for all the work they have done to make things easier, but the overlying issue is that Juneau desperately needs housing and the restrictive ADU laws are preventing it.

Chair Cole commented that the floating setback idea is something many of them have been attracted to for a long time, but it has a lot of implications across the code. She asked if Ms. Hale was suggesting floating setbacks just for the ADU portion or for a larger part of the code.

Ms. Hale clarified that she is suggesting floating setbacks just for the ADU portion and for it to term out when the Comprehensive Plan is revised, as they could look at the setback again then and could maybe reinstate it.

Chair Cole pointed out that if floating setbacks were implemented, a person could also build their ADU in front of their existing house and that could potentially change the look of a neighborhood.

Ms. Hale stated she was not familiar with how it would work in the front of a house, and if that was a concern, that could be addressed, but at a certain point, if they want to increase housing, they may have to accept the fact that it may change the look of neighborhoods.

Chair Cole closed public testimony.

Mr. Dumouchel displayed a D-5 neighborhood, and explained that the interest to develop is there, but the rules they have now do not allow them to build the way they want. He said ADUs are a popular way for people to get more economic benefit, create more housing, and a more gentler sort of growth. He expressed that there is a bigger Comp Plan discussion about density and future of the character of neighborhoods, but the current rule regarding the ADO proposal is a way to take advantage of what they have and let people use their property how they want.

Director Lawhorne explained that on a duplex lot, it is one lot, one owner, and you have either up and down or side by side units that are attached, and in theory, the other half is your rental unit so they are not allowed ADU, but if there is a common wall in the same zoning district, the common wall is the zero lot line and they share a property down the middle of the structure, where one person has one side of the structure and lot and another person owns the other side and lot, with the idea that if there is a common wall structure, they can each have an ADU.

Mr. Pedersen said that reading through this, he interpreted where it says one ADU per principally permitted residence is allowed and up to ADUs per parcel, as one lot with a duplex on it, so that is two principally permitted residences and there could be two ADUs on that parcel. He asked if there were any situations where there could be more than ADUs. Mr. Dumouchel voiced that the way he expects it to work out is if someone has multiple principal units, they can add two for that parcel, but depends on having the space to do it in the first place.

Director Lawhorne added that under today's code, they have that ability in certain zoning districts to have two single family dwelling units and each have an accessory unit.

Chair Cole asked Director Lawhorne to give a quick overview of what a floating setback is.

Mr. Dumouchel did not recommend any changes to the front setback for this, but said they clarify the relation between a primary residence and ADU and it has to meet the existing setback.

Chair Cole noted that in the ADU language that was proposed, there was a potential reduction in the rear setback, but did not mention side setbacks. Mr. Dumouchel responded that in many instances, setbacks are only about 5 feet, but he is open to reduce setbacks if they have the appropriate life health safety things in place.

Chair Cole asked if 5 feet was typical in valley neighborhoods. Director Lawhorne answered that generally speaking, yes, for the valley.

Mr. Epstein voiced that he was empathetic to Ms. Hale's desire for a 3-foot side setback and agreed that having neighborhood harmony is good. He said when looking at the current code, one of the responsibilities they have is to ensure that future growth and development in the city and borough is in accord with the value of its residence, so ideas like Ms. Hale's need to be considered. He suggested that they need to make sure the public is engaged in the process.

Chair Cole commented that Ms. Hale's suggestion and Mr. Dumouchel's structure both swing upon the Comp Plan, which is where the public has a chance to think about many of these things. She said the question is if side rear setbacks in ADUs is something they need to change now or wait until the Comp Plan.

Mr. Pedersen expressed that he had reservations in reducing the setbacks from 5 feet to 3 for the whole valley, as eaves are allowed to protrude into the setback. He suggested moving toward a proportionate reduction. Director Lawhorne responded that she has been doing this a long time and they have tried to fix this code for many years and have done a lot of public outreach and planning, and over and over they hear the need for ADUs and livable units that people want to live in, so it gives her pause when speaking about shrinking the ADU size and not increasing it. She agreed with the community and public engagement, as there are things that the public must weigh in on. She shared that these are gentle increases being proposed that most of the community will support, as they need workforce housing and this is the way to get there.

Mr. Epstein voiced concern that the ADU relaxation could be exploited to aggravate the VRBO situation and asked how would they manage that. Chair Cole expressed that she also wrote that down, but hesitated to ask about it because there is a taskforce currently underway with CBJ, and whatever they are weighing when it comes to permit restriction conditions, will apply across the board.

Mr. Pedersen, who is on the taskforce, said they are not to a point where they know what type of regulations will be implemented, and the general consensus is that they will probably look at regulating operators that operate multiple units that they are not living at, but he is not sure if it will go that way.

Ms. Derr stated that regarding the purpose and intent of the Land Use Code and identifying and securing for present and future residents and the beneficial impacts of growth while minimizing the negative impacts, when it comes to off-street parking, she understands that it is not the same in the valley as they see downtown. She said they have heard overwhelming public comment speaking against not having a parking space on site when adding accessory units downtown. She asked how having no parking available for one to two accessory dwelling units added to a lot would impact neighborhoods. Mr. Dumouchel responded that when living in a dense, urban area, there tends to be parking challenges, but the trend here is to prioritize housing units over parking, as parking is expensive, takes up a lot of space, and a lot of people have lifestyles that do not necessarily need it.

[Council took a 5-minute at ease]

Mr. Salik noted that there were other city borough regulations in the packet that he thought were good, like no short term rentals, no RVs, and no mobile homes, but they were not captured anywhere else. He asked if that would come up in future. Mr. Dumouchel responded that he did not include those intentionally, as he sees a lot of them as potential barriers to development.

Chair Cole asked if the 2,000 square foot size limitations for caretaker units came from something specific. Mr. Dumouchel answered that he just picked a number that he thought made sense. He added that is twice as big as an ADU is allowed. Director Lawhorne added that many of those already exist at this large of a size or bigger, and she agreed with the 2,000 square feet.

Mr. Pedersen said it seems like there was a fundamental barrier in that past regarding caretaker units. He expressed it needs to be easier to make caretaker units in industrial zones. Director Lawhorne responded that while they do not have any restrictions on size, they do have a restriction in the industrial areas that each lot is allowed one caretaker unit.

Mr. Dumouchel stated that he included a brief part in the memo discussing the idea of single room occupancies or things a little more intense, as they Comp Plan right now only supports the caretaker unit.

Chair Cole said they have talked a lot in prior commission business about the caretaker idea, and there is a lot to be said for allowing a project owner or manager to be on site for the safety of the site and for the sites around them, and a dwelling of this size implies multiple people living in it.

Mr. Epstein voiced that he liked the way this is written and it falls into the same league as the concerns he had about allowing residential units in avalanche and landslide zones. He added that they do not need to turn their back on this, but there are valid concerns.

Mr. Pedersen expressed that as it is written, it provides clarity to code, and it seems like more of a housekeeping type clarification of code rather than a major expansion.

Director Lawhorne threw out a friendly challenge to the commissioners to do some site visits around zoned industrial areas before the next meeting to discuss this.

Ms. Derr appreciated how this is written and is more comfortable with it, but asked if anyone, commission or staff, could think of any industrial areas where if something were to happen that the caretaker units would be in peril. Chair Cole shared that she thinks of the fire testing site, asphalt, crematorium. She said there have been plenty of instances of nuisances like sound and smells even around marijuana sites. Director Lawhorne responded that is a great concern to raise, and one way to care for that is for it to be something they flag for the fire marshal be aware of it. She added they do not have chemical plants but do research things that have chemicals.

Ms. Keller voiced that she had no concerns with smells or activities, and people that choose to live in the industrial zone are aware of that. She commented that while she has no concerns with ADUs and the industrial zoning around them, she finds that having housing in potential landslide zones is a much greater risk that they see in town.

Chair Cole agreed that often people know the risks of living in an industrial zone, but that also heightens her concern since housing is so difficult to find right now, that people may be willing to trade an element of health or safety for a place to live.

Chair Cole expressed that amendments to approved permits have come before the Commission before as a suggestion and they were all generally in agreement, but there was a question of if they are sacrificing some public process when developers have to make changes to their conditional use plan as approved. She asked for an example of a case that is close to the line. Director Lawhorne responded that Ridgeview comes to mind. She explained on that Building B, the Commission approved it in a certain location, but they wanted to move it 18 feet away from the neighbors and that had to come back to the Commission. She said there were a couple of others that were with an old planned unit development, where they wanted to adjust a lot line, and it had to go all the way back through the planning process.

Mr. Epstein brought up that the proposal contains the word “insignificant”. Director Lawhorne responded that Planner Gallion also flagged that word for a definition, but there is not a great fit for it. She said that she and the Commission are in sync 90% of the time, and a lot of it comes down to trust in staff, trust in consistency and trust in consistent application of the code.

Chair Cole asked if an applicant would have to come back to the Planning Commission if Director Lawhorne decided someone could not do something. Director Lawhorne answered yes, that her decisions are appealable to the Planning Commission when it comes to land use, so they would have a chance to defend it.

Mr. Pedersen stated that an appeal process for a Planning Commission decision seems onerous with the time it takes and all the different steps. He said he is not familiar what happens if the property or applicant appeals the director's decision on something. Director Lawhorne responded that an appeal is a legal process, and is the same at each level, and is not an easy process. She noted that a lot of people here do not use attorneys, which makes it a longer process. She added that the work Mr. Dumouchel is doing is addressing a lot of areas that they run into issues with that lead to appeals.

Chair Cole commented that it is unlikely that it would be decided that a change was insignificant enough to not come to the Planning Commission, and if that were to happen, people would have to go through this long process when before they could just come directly to the Planning Commission. She asked if there was a way for the applicant to come to the Planning Commission rather than go through the appeals process. Director Lawhorne pointed out that they had been down this path before and had a legal opinion from several years ago, so she is not sure if anything has changed, but the opinion was that authority in the code is either the director's authority or the Commission's authority, but cannot be both, and if someone does not like one, it would need to be appealed to the next higher level. Ms. Layne voiced that is why the appeal structure is the way it is, and there is always going to be a next higher step in the process.

Mr. Salik inquired if there is a point where the Planning Commission is notified of a change or adjustments and the public is able to speak to it. Ms. Layne explained they could, but the Commission still cannot do anything with it.

Chair Cole stated it is an imperfect system, because they want to give more authority to the director to make the decisions, but they know some people are going to be unhappy with those decisions and would rather have it come to the Planning Commission, but there is no other way to do it than an appeal.

Ms. Rintala was impressed how all of these points work together to create a cohesive way of addressing Juneau's housing crisis by way of the Land Use Code and is in line with what they want to see for Juneau as a community.

Chair Cole agreed this is beneficial to builders and developers because there would not be a delay of waiting to get a change before the Commission, and it will save money, time and headache.

Mr. Epstein asked if the context of this amendment would have applied to Ridgeview if it was in place. Director Lawhorne answered yes.

Mr. Pedersen stated that he did not hear any thoughts on any proposed changes on this, and it seems reasonable and he likes it.

Mr. Dumouchel expressed that a lot of the rules of construction are implied, but they wanted to make it super clear what it is, and the most important thing here is if there is a conflict between a heading or picture what takes precedence.

Mr. Pedersen suggested bringing the lines in the packet that state “The Director has the authority to determine the interpretation for usage of terms used in the title subject to appeal” together with “The Planning Commission is authorized to interpret the zoning map into harmony or modify it to say the director and Planning Commission has the authority to determine interpretation” that is stated in a different section. He added that he believes the Planning Commission should be able to interpret code. Mr. Dumouchel responded he wanted to talk to legal about that.

Chair Cole commented that in regard to if there were any measurement issues at the Title 49 Advisory Committee, the ordinary high water mark has been difficult to nail down in some places. Mr. Dumouchel responded the wildcard when it comes to the Planning Commission is how interdependent it is, as it is spread all throughout the code, and he is trying to decide if he needs to pull it all together into one thing.

Transition Zoning

Chair Cole stated that when it comes to transition zoning, what happens when there are several triggers and not every single one has been checked. She asked if there is still a provision for the rezone to happen without them or would it have to come to them. Mr. Dumouchel responded his interpretation is that if the code cannot be met, then it is a regular rezone.

Mr. Epstein said this amendment is dependent upon the public water and sewer. He asked if there was any consideration in changing “and” to “and/or”. Mr. Dumouchel voiced that his concern with that is people trying to get out of providing an important public service.

Director Lawhorne stated that typically rezones can only be conditioned for public health or safety reasons, and providing water or sewer are usually the two that they see, and occasionally traffic. She said they cannot be conditioned on a certain development to happen and cannot be conditioned to not allow certain development to happen.

Mr. Pedersen commented that it seems there are two different action items where they had thoughts, which were the setbacks for ADUs and the code interpretation language. He asked if there were any other matters to request additional input from staff before their next meeting.

Chair Cole stated that she envisioned that they would forward to the Assembly not a simple recommendation of acceptance or denial, but a summary of the discussion of each piece. Mr. Dumouchel responded that he wants the feedback to go to the Assembly so they know it and can suggest changes, but if there are obvious changes that come through that he should make, he will do that and provide an amendment or substitute to give the Assembly choice on how to move forward.

MOTION: *by Mr. Pedersen to continue this discussion on this item to the next Planning Commission Meeting on March 11, 2025.*

XI. OTHER BUSINESS

Director Lawhorne said she would check to see if the January 23, 2024 Draft Minutes is the right date and minutes that should be on the agenda.

XII. STAFF REPORTS

Director Hawthorne stated the Comprehensive Plan Advisory Committee applications are live and will close on Monday, and the Commission will be provided the applicants at the March 25th meeting. She said the new Permit Center looks great and urged the Commission to stop in and see it. She added that she will have a better update on the Comprehensive Plan at the next meeting and the project manager will also be there. She noted that the permit software system migration is going well and they are still on track to go live in September or October. She voiced that there are several permitting cases coming, mostly on consent, and she announced they have a leadership retreat this Friday.

XIII. COMMITTEE REPORTS

Mr. Epstein attended the Public Works and Facilities Committee Meeting, and highlights from the meeting were that they are going to recommend that the Assembly approve a \$7.8 million loan from ADC for the Valley Flood Mitigation, and 50% of that loan is forgivable. He said the airport sought approval for many projects, including working on the completion of the approach lighting system on the east end of the airport. He announced that all seven electric buses are now in the possession of the City and Borough.

Mr. Pedersen attended the Douglas West Juneau Area Plan Meeting and is moving forward, and have another meeting tomorrow. He added that in regards to the Short Term Rental Taskforce, they had a wonderful opportunity to have someone from the Mat-Su Borough come to the meeting and describe what they have been going through and their implementation of short term rental regulations.

XIV. LIAISON REPORTS

Christine Woll said the Assembly is looking forward to seeing the comments on Title 49 updates and continue moving on that priority. She said at the City, they are continuing to try to stay on top of things happening at the federal level, and noted that at the Mendenhall Visitor Center, 28 of the 30 staff were either laid off or fired, which leaves a lot of questions about the 700,000 visitors planning on being there this summer. She said the Assembly has not talked about the flood in a few weeks because they approved moving forward with installing barriers along most of the river, and they want to try to

get those installed before the 2025 flood. She expressed that the Assembly had a really long committee the whole meeting last night, and they talked about the Huna Totem Dock Project and discussed what to do with Marie Drake and Floyd Dryden.

XV. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

XVI. PLANNING COMMISSION COMMENTS AND QUESTIONS

XVII. EXECUTIVE SESSION

XVIII. ADJOURNMENT

The February 56, 2025 Planning Commission Meeting was adjourned at 8:40 p.m.



PLANNING COMMISSION STAFF
CONDITIONAL USE PERMIT USE2025 0002
HEARING DATE: MARCH 11, 2025

(907) 586-0715

CDD_Admin@juneau.gov

www.juneau.org/community-development

155 Heritage Way • Juneau, AK 99801

DATE: February 26, 2025

TO: Mandy Cole, Chair, Planning Commission

BY: Jolene Murphy, Planner I *Jolene Murphy*

THROUGH: Jill Lawhorne, Director, AICP

PROPOSAL: Use two existing church rooms to serve as a preschool for children aged 3-5. Additionally, these rooms can be utilized for Family Promise's rotational sheltering program, various school services independent of church activities, and be a designated Red Cross Emergency Shelter in the event of a disaster.

STAFF RECOMMENDATION: Approval with conditions

KEY CONSIDERATIONS FOR REVIEW:

- Two existing, permitted multipurpose rooms are available preschool services and temporary shelter use.

ALTERNATIVE ACTIONS:

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

ASSEMBLY ACTION REQUIRED:

Assembly action is not required for this permit.

STANDARD OF REVIEW:

- Quasi-judicial decision
- Requires five (5) affirmative votes for approval
- Code Provisions:
 - 49.15.330
 - 49.25.300
 - 49.40.300(a)(2).
 - 49.80

GENERAL INFORMATION	
Property Owner	St. Brendan's Episcopal Church
Applicant	St. Brendan's Episcopal Church
Property Address	4207 Mendenhall Loop Rd.
Legal Description	USS 1529 FR
Parcel Number	5B2401220030
Zoning	D5 (Single-Family/Duplex)
Land Use Designation	Low Density Residential
Lot Size	234,353 square feet; 5.38 acres
Water/Sewer	CBJ / CBJ
Access	Mendenhall Loop Rd
Existing Land Use	Church
Associated Applications	CU-10-87; CU-06-88; PAC24-64

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

SITE FEATURES AND ZONING



SURROUNDING ZONING AND LAND USES

North (D5)	Vacant
South (D5)	Duplex
East (D5)	Single-Family Dwelling
West (ROW)	Mendenhall Loop Rd

SITE FEATURES

Anadromous	None
Flood Zone	None; 02110C1239E
Hazard	None Mapped
Hillside	None
Wetlands	None
Parking District	None
Historic District	N/A
Overlay Districts	None

BACKGROUND INFORMATION

Project Description – The applicant requests a Conditional Use Permit to use two (2) existing classroom spaces for preschool services for up to 12 children aged 3 to 5. These rooms would also be used periodically for rotational sheltering for Family Promise programming. This would be periodic use with the goal of housing up to 3 families for up to a one-month period. In the event of a natural disaster, the applicant requests to use the two existing spaces for Red Cross Emergency Sheltering services as well. One space, Boeser Hall, is a dividable classroom. There is an additional larger room available in Adam's Hall (**Attachment A**).

School entities using the facility would operate five days a week for either a full or half day. The Family Promise program would operate in the evening hours periodically. The facilities may also be used for community meetings, AA meetings, as a voting center or for occasional overnight high school guests from visiting schools (**Attachment A**).

Background – In 1987, a conditional use permit (CU-10-87) was granted for the construction of a church in a residential district (**Attachment G**). A modification to the structure's configuration and permit conditions was granted by the commission under CU-06-88. The use of the new structure was not specified (**Attachment H**).

St. Brendan's was issued a Certificate of Occupancy in 1989 (**Attachment N**). A multipurpose room, Adam's Hall, was issued a certificate of occupancy in 1991 (**Attachment J**). In 2012, a building permit was approved to extend the south arm of the church. This portion includes the existing classrooms (**Attachment L**).

INFORMATION REVIEWED

Date	Item	Summary
1960	Plat	USS 260 (Attachment E).
1971	Plat Resolution	Waiver of platting requirements of FR U.S.S. 1529 & U.S.S. 1799 (Attachment F).
1987	CU-10-87	Allowed for church construction (Attachment G).
1988	CU-06-88	Allowed for modification of site plans granted under CU-10-87 (Attachment H).
1991	As-Built	Parking & Utilities (Attachment I).
1991	CO	For multipurpose room aka Adam's Hall (Attachment J).
2012	BLD2012-211 Plans	Site layout, property setbacks (Attachment K).
2013	CO	Western arm of church extended; this portion includes the 2 classrooms (Attachment L).
2023	Aerial Imagery	Vegetative coverage, lot size (Attachment M).
2024	PAC24-64	Narrative, preliminary requirements (Attachment A).
2025	Assessor Data	Year constructed, lot size (Attachment N).
2025	APP_USE25-2	Revised narrative, proposal, site plan (Attachment A).

ZONING REQUIREMENTS

Standard		Requirement	Existing	Code Reference
Lot	Size	7,000 square feet	234,353 square feet	CBJ 49.25.400
	Width	70 feet	~385 feet	CBJ 49.25.400
Setbacks	Front (NE)	20 feet	37.14 feet	CBJ 49.25.400
	Rear (SW)	20 feet	270.27 feet	CBJ 49.25.400
	Side (S)	5 feet	244 feet	CBJ 49.25.400
	Side (NW)	13 feet	~250 feet	CBJ 49.25.400
Lot Coverage Maximum	Permissible	50%	<1%	CBJ 49.25.400
	Accessory	50%	N/A	CBJ 49.25.400
Vegetative Cover Minimum		20%	~80%	CBJ 49.50.300
Height	Permissible	35 feet	One (1) story, vaulted ceiling	CBJ 49.25.400
	Accessory	25 feet	N/A	CBJ 49.25.400
Maximum Dwelling Units		N/A	N/A	CBJ 49.25.500
Use	Primary	Church	Church	CBJ 49.25.300 paragraph 5.200
	Secondary	-Elementary and secondary schools - Assisted Living	-Elementary and secondary schools - Assisted Living	CBJ 49.25.300 paragraphs 5.110 & 7.200

Use	Unit/Total Sq. Ft.	Spaces Required	Total Spaces
Church (Sanctuary)	1/4 seats	43	47
School, elementary	2/classroom	4	Shared parking available
Assisted Living	0.4/maximum number of residents	6.4	Shared parking available
Total Parking Requirement:			47
ADA Accessible Spaces Required:			2

Condition: Pursuant to CBJ 49.40.22599(a), existing parking spaces must be stripped or demarcated with curb stops. The two required ADA spaces must be designated with signage and meet ADA accessible standards.

Noise – Noise created from additional school services and occasional small-scale, shelter use is not expected to be out of the ordinary with regular church-related activities.

Lighting - No additional lighting is proposed.

Vegetative Cover & Landscaping – A minimum of 20% vegetative cover is required in the D5 zoning district. 2023 GIS Aerial Imagery indicate that this requirement is met, the proposed uses will not decrease coverage.

Habitat – No wetlands are located on the parcels. No anadromous waterbodies are on the subject parcel, or within 50 feet. The nearest anadromous stream is approximately 150 feet from the northwestern lot line.

Drainage and Snow Storage – The applicant is not proposing any grading or drainage changes.

Historic District – The property is not located within the historic district.

Hazard Zones – The lot is not located within a mapped hazard zone.

Public Health, Safety, and Welfare – There is no evidence to suggest that the proposed development will materially endanger the public health, safety and welfare.

Property Value or Neighborhood Harmony – There is no evidence to suggest that the proposed development will be out of character with the existing neighborhood or that it would reduce property values. St. Brendan's church has been in operation in a residential zoning district since 1987.

AGENCY REVIEW

CDD conducted an agency review comment period between February 12th and February 20th and received the following responses:

Agency	Summary
Building Division	
General Engineering	No concerns from GE

Agency	Summary
Capital Fire Department	The classrooms that are being considered meet all the requirements for the preschool. Also let it be noted that the hours of operation are 8-noon with no more than 12 students, no napping will take place. The building is fully alarmed and has proper egress and EERs in each classroom. The Fire alarm system is due for annual service and the applicant is scheduling the service so it will be complete before the Fire and Life Safety Inspection for licensing takes place.

PUBLIC COMMENTS

CDD conducted a public comment period between January 27th and February 20th. Public notice was mailed to property owners within 500 feet of the proposed development. A public notice sign was also posted on-site two weeks prior to the scheduled hearing. Public comments submitted at time of writing this staff report can be found in Attachment D.

Name	Summary
Dustin Lotz	Concerns about scale of homeless shelter

CONFORMITY WITH ADOPTED PLANS

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

PLAN	Chapter	Page No.	Item	Summary
2013 Comprehensive Plan	4	37	4.1-IA7	Facilitate the provision of adaptive housing in residential neighborhoods
	14	218	14.4-SOP2	Support child care providers as needed to ensure adequate supply of quality child care opportunities
2015 Juneau Economic Development Plan	5	65	Action 2-E	Collaborate with pre-K providers to secure appropriate space for pre-K programs

FINDINGS

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

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

Analysis: No further analysis needed.

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

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

Analysis: The application is to use existing church space for daycare and occasional assisted living use. These uses are listed at CBJ 49.25.300, Section 5.110 & 7.200 for the D5 zoning district.

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

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

Analysis: No further analysis needed.

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

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

Analysis: No further analysis needed.

Finding: No. There is no evidence to suggest that the requested elementary/secondary school and assisted living use, in a D5 zoning district, will materially endanger the public health or safety.

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

Analysis: No further analysis needed.

Finding: No. There is no evidence to suggest that with appropriate conditions, the requested elementary/secondary school and assisted living use, in a D5 will substantially decrease the value or be out of harmony with the property in the neighboring area.

6. *Will the proposed development be in general conformity with the Comprehensive Plan, or other officially adopted plans?*

Analysis: No further analysis needed.

Finding: Yes. The proposed uses 5.110, elementary and secondary schools, and 7.200, assisted living will be in general conformity with the 2013 Comprehensive Plan and 2015 Juneau Economic Development Plan

RECOMMENDATION

Staff recommends the Planning Commission adopt the Director's analysis and findings and APPROVE the requested Conditional Use Permit. The permit would allow two existing church rooms to serve as a preschool for children aged 3-5 of in a D5 zone. This permit would also allow for occasional, overnight shelter use for 1-3 families in a D5 zone.

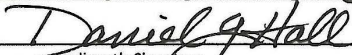
The approval is subject to the following conditions:

1. Pursuant to CBJ 49.40.22599(a), existing parking spaces must be stripped or demarcated with curb stops. The two required ADA spaces must be designated with signage and meet ADA accessible standards.

STAFF REPORT ATTACHMENTS

Item	Description
Attachment A	<i>Application Packet</i>
Attachment B	<i>Abutters Notice and Public Notice Sign Photo</i>
Attachment C	<i>Agency Comments</i>
Attachment D	<i>Public Comments</i>
Attachment E	<i>1960 Plat</i>
Attachment F	<i>1971 Plat Resolution</i>
Attachment G	<i>1987 CU-10-87</i>
Attachment H	<i>1988 CU-06-88</i>
Attachment I	<i>1991 As-Built</i>
Attachment J	<i>1991 Certificate of Occupancy</i>
Attachment K	<i>BLD2012011 Plans</i>
Attachment L	<i>2013 Certificate of Occupancy</i>
Attachment M	<i>2023 Aerial Imagery</i>
Attachment N	<i>2025 Assessor Data</i>

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

PROPERTY LOCATION			
Physical Address 4207 Mendenhall Loop Rd.			
Legal Description(s) (Subdivision, Survey, Block, Tract, Lot) U55 1529 FR			
Parcel Number(s) 5B2401220030			
☐ This property is located in the downtown historic district ☐ This property is located in a mapped hazard area, if so, which _____			
LANDOWNER/ LESSEE			
Property Owner Episcopal Dioceses of Alaska		Contact Person Suzanne Krull	
Mailing Address canonsk@episcopalak.org		Phone Number(s) 907-452-3040	
E-mail Address			
LANDOWNER/ LESSEE CONSENT			
Required for Planning Permits, not needed on Building/ Engineering Permits.			
Consent is required of all landowners/ lessees. If submitted with the application, alternative written approval may be sufficient. Written approval must include the property location, landowner/ lessee's printed name, signature, and the applicant's name.			
I am (we are) the owner(s) or lessee(s) of the property subject to this application and I (we) consent as follows:			
A. This application for a land use or activity review for development on my (our) property is made with my complete understanding and permission.			
B. I (we) grant permission for the City and Borough of Juneau officials/employees to inspect my property as needed for purposes of this application.			
Suzanne Krull		Canon for Finance and Administration	
Landowner/Lessee (Printed Name)		Title (e.g.: Landowner, Lessee)	
			
X	Landowner/Lessee (Signature)	1/16/2025	
		Date	
Landowner/Lessee (Printed Name)		Title (e.g.: Landowner, Lessee)	
X	Landowner/Lessee (Signature)	Date	
NOTICE: The City and Borough of Juneau staff may need access to the subject property during regular business hours. We will make every effort to contact you in advance, but may need to access the property in your absence and in accordance with the consent above. Also, members of the Planning Commission may visit the property before a scheduled public hearing date.			
APPLICANT			
Applicant (Printed Name) St. Brendan's Episcopal Church		If same as LANDOWNER, write "SAME" Contact Person Dan Hall	
Mailing Address 4207 Mendenhall Loop Rd.		Phone Number(s) Cell-702 374-7475	
E-mail Address sbrendans1985@gmail.com		Phone 907 789-5152	
X		1/20/2025	
Applicant's Signature		Date of Application	

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

	Intake Initials 
Case Number USE25-02	Date Received 1/21/2025



ALLOWABLE/CONDITIONAL USE PERMIT APPLICATION

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

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

PROJECT SUMMARY *provide space for a preschool (ages 3-5) daycare, either full or half days - temporary shelter for families via Family Promise periodically for 2 month and Red Cross Emergency Shelter*

TYPE OF ALLOWABLE OR CONDITIONAL USE PERMIT REQUESTED

☐ Accessory Apartment – Accessory Apartment Application (AAP)

☐ Use Listed in 49.25.300 – Table of Permissible Uses (USE)

Table of Permissible Uses Category: 5.110 2.300

IS THIS A MODIFICATION or EXTENSION OF AN EXISTING APPROVAL? ☐ YES – Case # _____ ☒ NO

UTILITIES PROPOSED WATER: ☐ Public ☐ On Site SEWER: ☐ Public ☐ On Site

SITE AND BUILDING SPECIFICS

Total Area of Lot 234,353 square feet Total Area of Existing Structure(s) 6,696 square feet

Total Area of Proposed Structure(s) N/A square feet

EXTERNAL LIGHTING N/A ☐ No ☐ Yes – Provide fixture information, cutoff sheets, and location of lighting fixtures

Existing to remain ☐ No ☐ Yes – Provide fixture information, cutoff sheets, and location of lighting fixtures

Proposed ☐ No ☐ Yes – Provide fixture information, cutoff sheets, and location of lighting fixtures

ALL REQUIRED DOCUMENTS ATTACHED

☐ Narrative including:

- ☒ Current use of land or building(s)
- ☒ Description of project, project site, circulation, traffic etc.
- ☐ Proposed use of land or building(s)
- ☐ How the proposed use complies with the Comprehensive Plan

☐ Plans including:

- ☒ Site plan
- ☒ Floor plan(s)
- ☐ Elevation view of existing and proposed buildings
- ☐ Proposed vegetative cover
- ☐ Existing and proposed parking areas and proposed traffic circulation
- ☐ Existing physical features of the site (e.g.: drainage, habitat, and hazard areas)

If this is a modification or extension include:

- ☐ Notice of Decision and case number
- ☐ Justification for the modification or extension
- ☐ Application submitted at least 30 days before expiration date

DEPARTMENT USE ONLY BELOW THIS LINE

ALLOWABLE/CONDITIONAL USE FEES				
	Fees	Check No.	Receipt	Date
Application Fees	\$ <u>500</u>			
Admin. of Guarantee	\$ _____			
Adjustment	\$ _____			
Pub. Not. Sign Fee	\$ <u>50</u>			
Pub. Not. Sign Deposit	\$ <u>100</u>			
Total Fee	\$ <u>650</u>			

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

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

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

Case Number	Date Received
<u>USE25-02</u>	<u>1/21/25</u>



St. Brendan's Episcopal Church

4207 Mendenhall Loop Road

Juneau, Alaska 99801

907 789-5152 sbrendans1985@gmail.com

www.stbrendansjuneau.org

December 16, 2024 (Revised 1/20/2025)

Edward Quinto

City and Borough of Juneau

Community Development

Re: pre-application conference for conditional use permit

St. Brendan's Episcopal Church at 4207 Mendenhall Loop Road would like to use their facility to provide space for a preschool (ages 3-5), daycare, or other school services, temporary shelter via Family Promise periodically for one month and Red Cross emergency shelter.

The spaces St. Brendan's has available are two classrooms (17'X18' and 18'X22') with a movable wall that can be opened to create one larger room. The other space is Adams Hall. It is one large room (36'X48'). St. Brendan's also has a fenced playground with equipment. Restrooms are also available.

The size of the space used will dictate the number of participants.

St. Brendan's will expect any entity using the facility to operate during the day, either full day or half day, five days a week. Evenings will be open to the discretion of St. Brendan's for their use or other religious and community groups, i.e. AA, Girl Scouts, community meetings, Family Promise, periodic overnight guests.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read "Daniel Hall". The signature is stylized with a large, flowing 'D' and 'H'.

Daniel Hall

Office/Building Manager

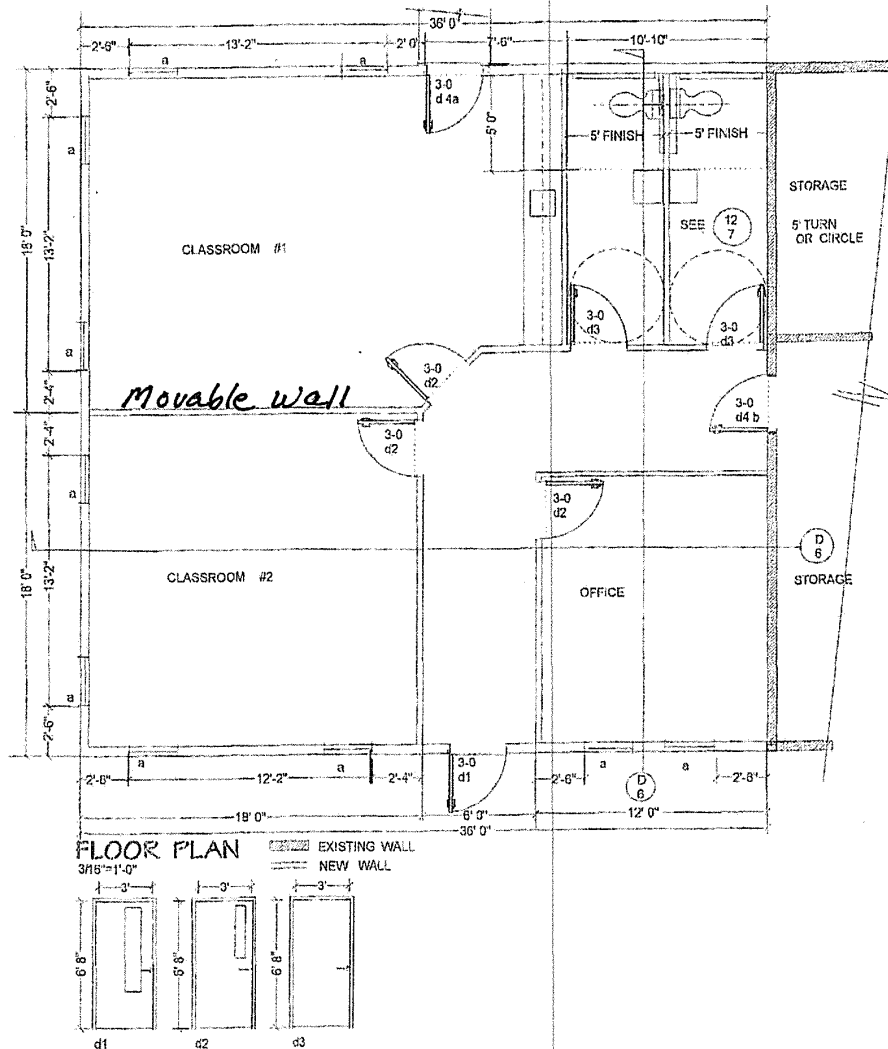
St. Brendan's Episcopal Church

4207 Mendenhall Loop Rd.

Juneau, AK 99801

Cell: 702 374-7475

Classrooms #1 and #2 for preschool/daycare and shelter use either individually or as one large room by opening movable wall



DOOR SCHEDULE

- d1. METAL INSL. DOOR, WOOD JAMB, EXT WALL, LEVER KEY LOCK MASTER KEY, ADA THRESHOLD, INSULATED SAFETY GLAZING, ADA CLOSER, BALL BEARING BUTTS
- d2. SOLID CORE L DOOR, WOOD JAMB, EXT WALL, LEVER KEY LOCK MASTER KEY, WALL STOP, SAFETY GLAZING 5"x20" VISON PANEL
- d3. SAME AS d2, EXCEPT NO VISON PANEL, PRIVACY LEVER LOCK,
- d4a. EXISTING DOOR, RELOCATE TO CLASSROOM 1 EXTERIOR DOOR. (OPTION ADD NEW DOOR)
- d4b. NEW DOOR-EXISTING OPENING, (d4a), WITH LEVER PASSAGE SET & WITH LEVER LOCK) WALL STOP, SAFETY GLAZING 5"x20".

02..SOLID CORE L DOOR, WOOD JAMB, EXT WALL,
LEVER KEY LOCK MASTER KEY, WALL STOP,
SAFETY GLAZING 5"x20" VISION PANEL

d3. SAME AS d2., EXCEPT NO VISON PANEL,
PRIVACY LEVER LOCK,

44a. EXISTING DOOR, RELOCATE TO CLASSROOM
1 EXTERIOR DOOR, (OPTION ADD NEW DOOR)

d4b..NEW DOOR-EXISTING OPENING, (d4a), WITH
LEVER PASSAGE SET & WITH LEVER LOCK)
WALL STOP, SAFETY GLAZING 5"x20,"

WINDOW SCHEUDLE

A Window, MATCH EXISTING ANDERSON
OR APPROVED, CASEMENT, PROVIDE
SCREEN, SAFETY GLASS /CODE,
INSULATED

ABC/THOMAS HUNTINGTON, ARCHITECT
2314 Douglas Highway, Douglas, AK 99824-907-364-3636 & fax



3 of 7
3.7.12



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

St. Brendan's Preschool

Case Number: PAC2024 0064
 Applicant: St. Brendan's Episcopal Church
 Property Owner: St. Brendan's Episcopal Church
 Property Address: 4207 Mendenhall Loop Rd
 Parcel Code Number: 5B2401220030
 Legal Description: USS 1529 FR
 Site Size: 234,353 square feet
 Zoning: D5
 Existing Land Use: Church

Conference Date: December 31, 2024
 Report Issued: January 8, 2025

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

List of Attendees

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

Name	Title	Email address
Daniel G. Hall	Applicant	SBrendans1985@gmail.com
Jolene Murphy	Planning	Jolene.Murphy@juneau.gov
Irene Gallion	Planning	Irene.Gallion@juneau.gov
Jeff Hedges	Building	Jeffrey.Hedges@juneau.gov
Theresa Ross	Fire Marshal, CCFR	Theresa.Ross@juneau.gov
Sydney Hawkins	Permit Center	Sydney.Hawkins@juneau.gov

Pre-Application Conference Final Report

Conference Summary

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

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

Project Overview

The applicant wishes to use 2 existing church rooms as a preschool for children ages 3-5, rotational sheltering for Family Promise, and other school services unrelated to existing church services.



A conditional use permit is **not required** for the following identified social uses:

- AA meetings, Girl Scouts, Parkinsons support group, voting center, radio club, Petersburg high school occasional lodging, etc.

A conditional use permit is **required** for:

- The proposed preschool per 49.25.300 paragraph 5110.
- Use as a temporary shelter for families via the Family Promise program periodically for 1-month periods and Red Cross Emergency Shelter per 49.25.300 paragraph 7.300.

St. Brendan's has two available spaces for school and occasional shelter services. One space, Boesser Hall, is a dividable classroom, measuring 17'x18' and 18' x 22' respectively. There is an additional 36'x48' space in Adams Hall.

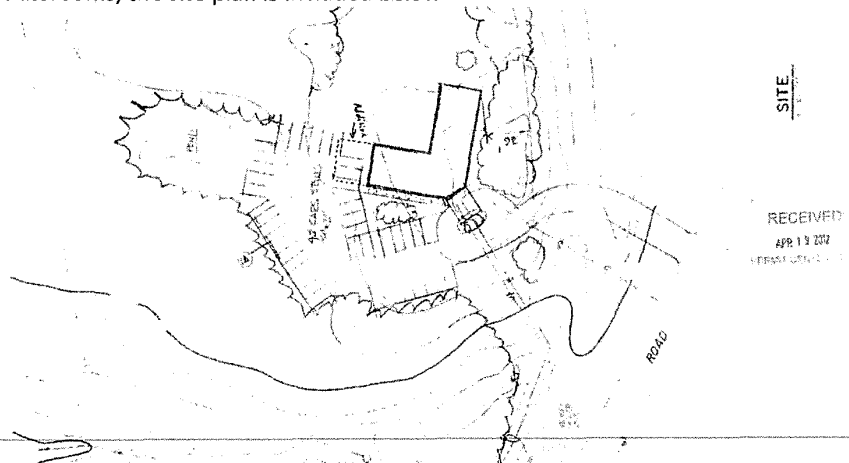
School entities using the facility would operate 5 days a week for either a full or half day. The facilities may also be used for community meetings, AA meetings, Family Promise or for periodic overnight guests in the evenings. Per CBJ 49.25.300 paragraph 5.400, social uses do not require a conditional use permit in the D5 zoning district.

Site Background

In 1987, a conditional use permit (CU-10-87) was granted for the construction of a church in a residential district. A modification to the structure's configuration and permit conditions was granted by the commission under CU-06-88. No details were specified as to the use of the modified structure space.

Pre-Application Conference Final Report

St. Brendan's completed constructed in 1989. A multipurpose room, Adam's Hall, was issued a certificate of occupancy in 1991. In 2012, a building permit was approved to extend the south arm of the church. This portion includes the 2 classrooms, the site plan is included below.



Summary of the Conditional Use Permit Process

- Submit the application and back-up materials (listed on ten back of the application).
 - Electronic submissions accepted at Permits@juneau.gov. Note that the permit center will call you for payment when the application is processed. Applications are submitted in the order in which they are received, and it may be a few days before you get a call.
- The project will be assigned to a planner. They will review submitted materials, and coordinate where necessary. When the planner assesses the file is complete, they will schedule a hearing before the Planning Commission.
 - A notice will be sent to property owners within 500 feet of the project.
 - There will be two newspaper ads for the case.
 - The Applicant is required to post a Public Notice sign, which will be provided by CDD. The sign must be posted two weeks before the hearing.
 - Staff will prepare a report analyzing the project and make a recommendation to the Commission. The report will be publicly available the week before the hearing.
- At the Planning Commission meeting, the project can be:
 - On the Consent Agenda, where it will be passed without discussion.
 - On the Regular Agenda:
 - The Director will briefly describe the project.
 - The Applicant has 15 minutes to describe the project.
 - The public has the opportunity to comment. There is usually a time limit of two to three minutes.
 - The Applicant has time to respond to issues raised.
 - Public comment is closed and there is no additional opportunity to participate.
- The Planning Commission will:
 - Approve the project
 - Approve the project with conditions (the most common outcome)
 - Deny the project
 - Continue the project – if more information is required or if the Commission runs out of time.

Pre-Application Conference Final Report

- The decision can be appealed for 20 days after the Notice of Decision is filed with the City Clerk. If the decision is appealed, the Applicant can continue with their project at their own risk.

Videos of the Planning Commission activities are posted on Assembly's Minutes and Agendas site.
<https://juneau-ak.municodemeetings.com/>

Planning Division

1. **Zoning:** D5 Single family/duplex
2. **Table of Permissible Uses:**
 - a. **Primary use:** Paragraph 5.200: Churches, synagogues and temples.
 - b. **Secondary uses:** Paragraph 5.110: Elementary and secondary schools including associated grounds and other facilities. Paragraph 7.300: Assisted Living.
3. **Subdivision** – If new construction is proposed across lot lines, lot consolidation will be required.
4. **Setbacks:**
 - a. Front: 20 feet
 - b. Rear yard: 20 feet
 - c. Side yard: 5 feet
 - d. Street side: 13 feet
5. **Height:**
 - a. Permissible: 35 feet
 - b. Accessory: 25 feet
6. **Access:** Mendenhall Loop Rd
7. **Parking & Circulation:** According to a 1991 as-built, 43 parking spaces are provided. In conversation with the applicant, the number of daily students expected is between 10-15 and should not generate traffic levels outside of those typically associated with church related activities. The number of expected students should be confirmed prior to the issuance of a conditional use permit. Shared-parking with the church is available and satisfies the two (2) space per classroom parking requirement. 0.4 spaces are required per maximum number of shelter residents, shared-parking with the church meets this requirement [CBJ 49.40.210]
8. **Lot Coverage:**
 - a. Permissible – 50%
 - b. Conditional – 50%
9. **Vegetative Coverage:** 20%
 1. **Lighting:** Exterior lighting may not shed light or glare above the roofline of the building or beyond the property line of the site. Industrial and exterior lighting shall not be used in a manner that produces glare on public highways or neighboring property.
 10. **Noise** – Noise created from additional school services and occasional small-scale, shelter use is not expected to be out of the ordinary of regular church-related activities.
 11. **Flood** – The development is not within a floodplain (Zone X, Panel 02110C1239E).

Pre-Application Conference Final Report

12. **Hazard/Mass Wasting/Avalanche/Hillside Endorsement** – The development is not in a mapped landslide or avalanche area.
13. **Wetlands** – No wetland are located on the parcels.
14. **Habitat** – No anadromous waterbodies are on the subject parcel, or within 50 feet. The nearest anadromous stream roughly 150 feet from northwestern lot.
15. **Plat:** None noted by staff.
16. **Traffic:** Traffic is estimated using the Institute of Traffic Engineer's Trip Generation Manual, 9th Edition (ITE). Counts for educational preschools are not provided in this volume. The "day care center" use most closely resembles the possible traffic generated. Use as an occasional shelter via Family Promise and Red Cross is not expected to impact traffic amounts.

Estimated traffic amounts for the connecting classrooms and Adam's Hall are as follows. The proposed use is estimated to generate fewer than 250 average daily trips and will not require a traffic impact analysis [CBJ 49.40.300(a)(3)].

Use	Volume/Page	Metric	Approximate	Total AADT
Day Care Center – Students	3:1134	4.38 trips/student	12 students	52.56
Total (rounded)				52.56

17. **Nonconforming situations:** No nonconforming situations have been identified.

Building Division

18. **Building** – Apologies, after a closer look, a change of use/occupancy permit is required. It is a \$54 permit and will include the Fire Marshal's inspection. If after the inspection it is found that any changes are required, either a modification can be made to the change of use/occupancy permit or a separate permit can be pulled to address the changes.
19. **Open Permits** – There are no open building permits on this property

General Engineering/Public Works

20. **Engineering** – N/A
21. **Drainage** – N/A
22. **Utilities** – N/A

Fire Marshal

23. **Fire Items/Access** – The classrooms that are being considered meet all the requirements for the pre-school. Also let it be noted that the hours of operation are 8-noon with no more than 12 students, no napping will take place. The building is fully alarmed and has proper egress and EEROs in each classroom. The Fire alarm system is due for annual service and the applicant is scheduling the service so it will be complete before the Fire and Life Safety Inspection for licensing takes place.

Other Applicable Agency Review

24. None

List of required applications

Pre-Application Conference Final Report

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

1. Development Permit Application
2. Allowable/Conditional use Permit Application
3. Building Permit for change of Use

Additional Submittal Requirements

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

1. A copy of this pre-application conference report.
2. 12/16/2024 Narrative

Exceptions to Submittal Requirements

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

1. N/A

Fee Estimates

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

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

1. Conditional Use Permit, Class II: \$500.00
2. Public Notice Sign: \$150, with \$100 refunded if the sign is returned by Monday following the Planning Commission meeting.
3. Building Permit, Change of Use: \$54

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

Submit your Completed Application

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

OR in person with payment made to:

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

Phone: (907) 586-0715

Web: www.juneau.org/community-development

Attachments:

- 49.15.330 – Conditional Use Permit

Pre-Application Conference Final Report

Development Permit Application
Conditional Use Permit Application

49.15.330 Conditional use permit.

- (a) *Purpose.* A conditional use is a use that may or may not be appropriate in a particular zoning district according to the character, intensity, or size of that or surrounding uses. The conditional use permit procedure is intended to afford the commission the flexibility necessary to make determinations appropriate to individual sites. The commission may attach to the permit those conditions listed in subsection (g) of this section as well as any further conditions necessary to mitigate external adverse impacts. If the commission determines that these impacts cannot be satisfactorily overcome, the permit shall be denied.
- (b) *Preapplication conference.* Prior to submission of an application, the developer shall meet with the director for the purpose of discussing the site, the proposed development activity, and the conditional use permit procedure. The director shall discuss with the developer, regulation which may limit the proposed development as well as standards or bonus regulations which may create opportunities for the developer. It is the intent of this section to provide for an exchange of general and preliminary information only and no statement by either the developer or the director shall be regarded as binding or authoritative for purposes of this code. A copy of this subsection shall be provided to the developer at the conference.
- (c) *Submission.* The developer shall submit to the director one copy of the completed permit application together with all supporting materials and the permit fee.
- (d) *Director's review procedure.*
 - (1) The director shall endeavor to determine whether the application accurately reflects the developer intentions, shall advise the applicant whether or not the application is acceptable and, if it is not, what corrective action may be taken.
 - (2) After accepting the application, the director shall schedule it for a hearing before the commission and shall give notice to the developer and the public in accordance with section 49.15.230.
 - (3) The director shall forward the application to the planning commission together with a report setting forth the director's recommendation for approval or denial, with or without conditions together with the reasons therefor. The director shall make those determinations specified in subsections (1)(A)—(1)(C) of subsection (e) of this section.
 - (4) Copies of the application or the relevant portions thereof shall be transmitted to interested agencies as specified on a list maintained by the director for that purpose. Referral agencies shall be invited to respond within 15 days unless an extension is requested and granted in writing for good cause by the director.
 - (5) Even if the proposed development complies with all the requirements of this title and all recommended conditions of approval, the director may nonetheless recommend denial of the application if it is found that the development:
 - (A) Will materially endanger the public health or safety;
 - (B) Will substantially decrease the value of or be out of harmony with property in the neighboring area; or
 - (C) Will not be in general conformity with the land use plan, thoroughfare plan, or other officially adopted plans.
- (e) *Review of director's determinations.*
 - (1) At the hearing on the conditional use permit, the planning commission shall review the director's report to consider:
 - (A) Whether the proposed use is appropriate according to the table of permissible uses;

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(Supp. No. 152)

-
- (B) Whether the application is complete; and
 - (C) Whether the development as proposed will comply with the other requirements of this title.
 - (2) The commission shall adopt the director's determination on each item set forth in paragraph (1) of this subsection (e) unless it finds, by a preponderance of the evidence, that the director's determination was in error, and states its reasoning for each finding with particularity.
 - (f) *Commission determinations; standards.* Even if the commission adopts the director's determinations pursuant to subsection (e) of this section, it may nonetheless deny or condition the permit if it concludes, based upon its own independent review of the information submitted at the hearing, that the development will more probably than not:
 - (1) Materially endanger the public health or safety;
 - (2) Substantially decrease the value of or be out of harmony with property in the neighboring area; or
 - (3) Lack general conformity with the comprehensive plan, thoroughfare plan, or other officially adopted plans.
 - (g) *Specific conditions.* The commission may alter the director's proposed permit conditions, impose its own, or both. Conditions may include one or more of the following:
 - (1) *Development schedule.* A reasonable time limit may be imposed on construction activity associated with the development, or any portion thereof, to minimize construction-related disruption to traffic and neighborhood, to ensure that development is not used or occupied prior to substantial completion of required public or quasi-public improvements, or to implement other requirements.
 - (2) *Use.* Use of the development may be restricted to that indicated in the application.
 - (3) *Owners' association.* The formation of an association or other agreement among developers, homeowners or merchants, or the creation of a special district may be required for the purpose of holding or maintaining common property.
 - (4) *Dedications.* Conveyance of title, easements, licenses, or other property interests to government entities, private or public utilities, owners' associations, or other common entities may be required.
 - (5) *Performance bonds.* The commission may require the posting of a bond or other surety or collateral approved as to form by the city attorney to guarantee the satisfactory completion of all improvements required by the commission. The instrument posted may provide for partial releases.
 - (6) *Commitment letter.* The commission may require a letter from a public utility or public agency legally committing it to serve the development if such service is required by the commission.
 - (7) *Covenants.* The commission may require the execution and recording of covenants, servitudes, or other instruments satisfactory in form to the city attorney as necessary to ensure permit compliance by future owners or occupants.
 - (8) *Revocation of permits.* The permit may be automatically revoked upon the occurrence of specified events. In such case, it shall be the sole responsibility of the owner to apply for a new permit. In other cases, any order revoking a permit shall state with particularity the grounds therefor and the requirements for reissuance. Compliance with such requirements shall be the sole criterion for reissuance.
 - (9) *Landslide and avalanche areas.* Development in landslide and avalanche areas, designated on the landslide and avalanche area maps dated September 9, 1987, consisting of sheets 1—8, as the same may be amended from time to time by assembly ordinance, shall minimize the risk to life and property.
 - (10) *Habitat.* Development in the following areas may be required to minimize environmental impact:
-

(A) Developments in wetlands and intertidal areas.

- (11) *Sound.* Conditions may be imposed to discourage production of more than 65 dBa at the property line during the day or 55 dBa at night.
- (12) *Traffic mitigation.* Conditions may be imposed on development to mitigate existing or potential traffic problems on arterial or collector streets.
- (13) *Water access.* Conditions may be imposed to require dedication of public access easements to streams, lake shores and tidewater.
- (14) *Screening.* The commission may require construction of fencing or plantings to screen the development or portions thereof from public view.
- (15) *Lot size or development size.* Conditions may be imposed to limit lot size, the acreage to be developed or the total size of the development.
- (16) *Drainage.* Conditions may be imposed to improve on and off-site drainage over and above the minimum requirements of this title.
- (17) *Lighting.* Conditions may be imposed to control the type and extent of illumination.

-
- (18) *Other conditions.* Such other conditions as may be reasonably necessary pursuant to the standards listed in subsection (f) of this section.

(Serial No. 87-49, § 2, 1987; Serial No. 2006-15, § 2, 6-5-2006; Serial No. 2015-03(c)(am), § 9, 8-31-2015 ; Serial No. 2017-29, § 3, 1-8-2018, eff. 2-8-2018)

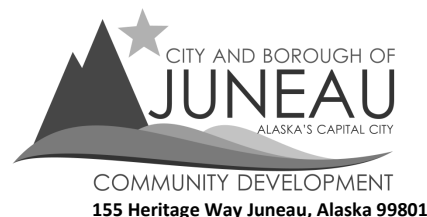
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(Supp. No. 152)

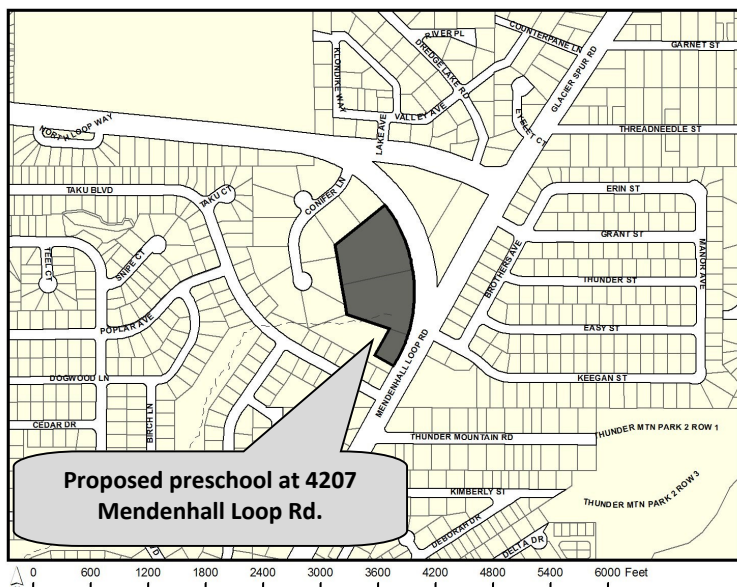
Invitation to Comment

On a proposal to be heard by the CBJ Planning Commission

Your Community, Your Voice



TO



A Conditional Use Permit has been submitted for consideration and public hearing by the Planning Commission for the **use of two existing church rooms to serve as a preschool, rotational sheltering program, various school services, and emergency sheltering facilities at 4207 Mendenhall Loop Road** in a D5 zone.

PROJECT INFORMATION:

Project Information can be found at:

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

PLANNING COMMISSION DOCUMENTS:

Staff Report expected to be posted **Monday, March 3, 2025** at

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

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

Now through Feb. 20

Comments received during this period will be sent to the Planner, **Jolene Murphy**, to be included as an attachment in the staff report.

Feb. 21 — noon, March 7

Comments received during this period will be sent to Commissioners to read in preparation for the hearing.

HEARING DATE & TIME: 6:00 pm, March 11, 2025

This meeting will be held in person and by remote participation. For remote participation: join the Webinar by visiting <https://juneau.zoom.us/j/85421744892> and use the Webinar ID: 854 2174 4892 OR join by telephone, calling: 1-253-215-8782 and enter the Webinar ID (above).

You may also participate in person in City Hall Assembly Chambers, 155 Heritage Way Juneau, Alaska.

March 12

The results of the hearing will be posted online.

FOR DETAILS OR QUESTIONS,

Phone: (907)586-0753 ext. 4131

Email: pc_comments@juneau.gov or Jolene.murphy@juneau.gov

Mail: Community Development, 155 Heritage Way, Juneau AK 99801

Case No.: **USE2025 0002**

Parcel No.: **5B2401220030**

CBJ Parcel Viewer: <http://epv.juneau.org>

From: [Daniel Hall](#)
To: [Jolene Murphy](#)
Subject: CUP sign St. Brendan's
Date: Thursday, February 13, 2025 1:48:07 PM

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

Hello Jolene,
Photo of CUP sign
Dan Hall



Sent from my iPhone

From: [Theresa Ross](#)
To: [Jolene Murphy](#)
Subject: RE: USE25-02: St Brendan's For Agency Review
Date: Wednesday, February 12, 2025 8:26:53 AM
Attachments: [image002.png](#)

My notes on the pre-app cover what we need as far as fire.

Thank you,

Theresa Ross, Fire Marshal
 Capital City Fire Rescue
 820 Glacier Avenue
 Juneau AK 99801
 907-586-5322 ext. 4323
<https://www.juneau.org/fire>



From: Jolene Murphy <Jolene.Murphy@juneau.gov>
Sent: Wednesday, February 12, 2025 8:23 AM
To: Theresa Ross <Theresa.Ross@juneau.gov>; General Engineering <General_Engineering@juneau.gov>; Jeffrey Hedges <Jeffrey.Hedges@juneau.gov>
Subject: USE25-02: St Brendan's For Agency Review

Good morning,

We recently received an application to use existing church property at St. Brendan's for childcare and Family Promise occasional shelter use. I've attached the application and pre-application report to this email. If you have any questions or concerns, please reach out to me by February 24th. Apologies for the quick deadline. Let me know if you need an extension.

Thank you!

Jolene Murphy | Planner I

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



Fostering excellence in development for this generation and the next.

From: [Bridget LaPenter](#)
To: [Jolene Murphy](#); [Theresa Ross](#); [General Engineering](#); [Jeffrey Hedges](#)
Subject: RE: USE25-02: St Brendan's For Agency Review
Date: Wednesday, February 12, 2025 9:21:03 AM

GE has no concerns with this request.

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

From: Jolene Murphy <Jolene.Murphy@juneau.gov>
Sent: Wednesday, February 12, 2025 8:23 AM
To: Theresa Ross <Theresa.Ross@juneau.gov>; General Engineering <General_Engineering@juneau.gov>; Jeffrey Hedges <Jeffrey.Hedges@juneau.gov>
Subject: USE25-02: St Brendan's For Agency Review

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



Fostering excellence in development for this generation and the next.

From: [Dustin Lotz](#)
To: [PC Comments](#); [Jolene Murphy](#)
Subject: Case: USE2025 002
Date: Saturday, February 1, 2025 4:01:44 PM

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

Good afternoon,

I recently received the invitation to comment on the conditional use permit application for 4207 Mendenhall Loop Rd. I see that the permit seeks to allow the use of the space for a preschool, rotational sheltering programs, various school services, and emergency sheltering facilities.

I have some questions, as I cannot find further details on the community development site.

While the preschool and school services seem straightforward, I am unclear about the rotational sheltering programs and emergency sheltering facilities.

Is the intent to provide homeless sheltering in this space? If so, I must express my strong opposition to this permit. The Mendenhall Valley is already facing significant challenges with homeless individuals entering our neighborhoods, and I do not want to see them gathering even closer to my community. I believe my stance on this matter is clear.

If the sheltering is aimed at assisting families displaced by emergencies (such as floods or fires), I can understand that intention. Additionally, providing a safe space for victims of domestic abuse is a commendable initiative. I would support programs of this nature within our community.

Thank you for your attention to this matter. I look forward to your clarification.

Very Respectfully

Dustin Lotz
Taku blvd. Juneau, ak 99801

CERTIFICATE OF OWNERSHIP AND DEDICATION

We hereby certify that we are the owners of the property shown and described herein and that we hereby adopt this plan of subdivision with our free consent, and dedicate all streets, alleys, walks, parks and other open spaces to public or private use as noted.

June 30, 1960

Witnessed by:

John A. Rainey *James H. Rainey & Co.*
Owner
John A. Rainey
Witness
James H. Rainey
Co-Owner

CERTIFICATE OF REGISTERED ENGINEER OR SURVEYOR

I hereby certify that I am a registered professional civil engineer and that this Plat represents the survey made by me or under my direct supervision, and that all dimensions and other details are correct.

June 28, 1960

John A. Rainey
Registered Engineer or Surveyor

CERTIFICATION OF APPROVAL BY THE BOARD

I hereby certify that the Subdivision Plat shown herein has been found to comply with the Subdivision Regulations of the Juneau-Douglas District Planning Board, and that said Plat has been approved by the Board by Plat Resolution No. 57, dated June 28, 1960, and that the Plat shown herein has been approved for recording in the office of the United States Commissioner, ex officio Recorder, Juneau.

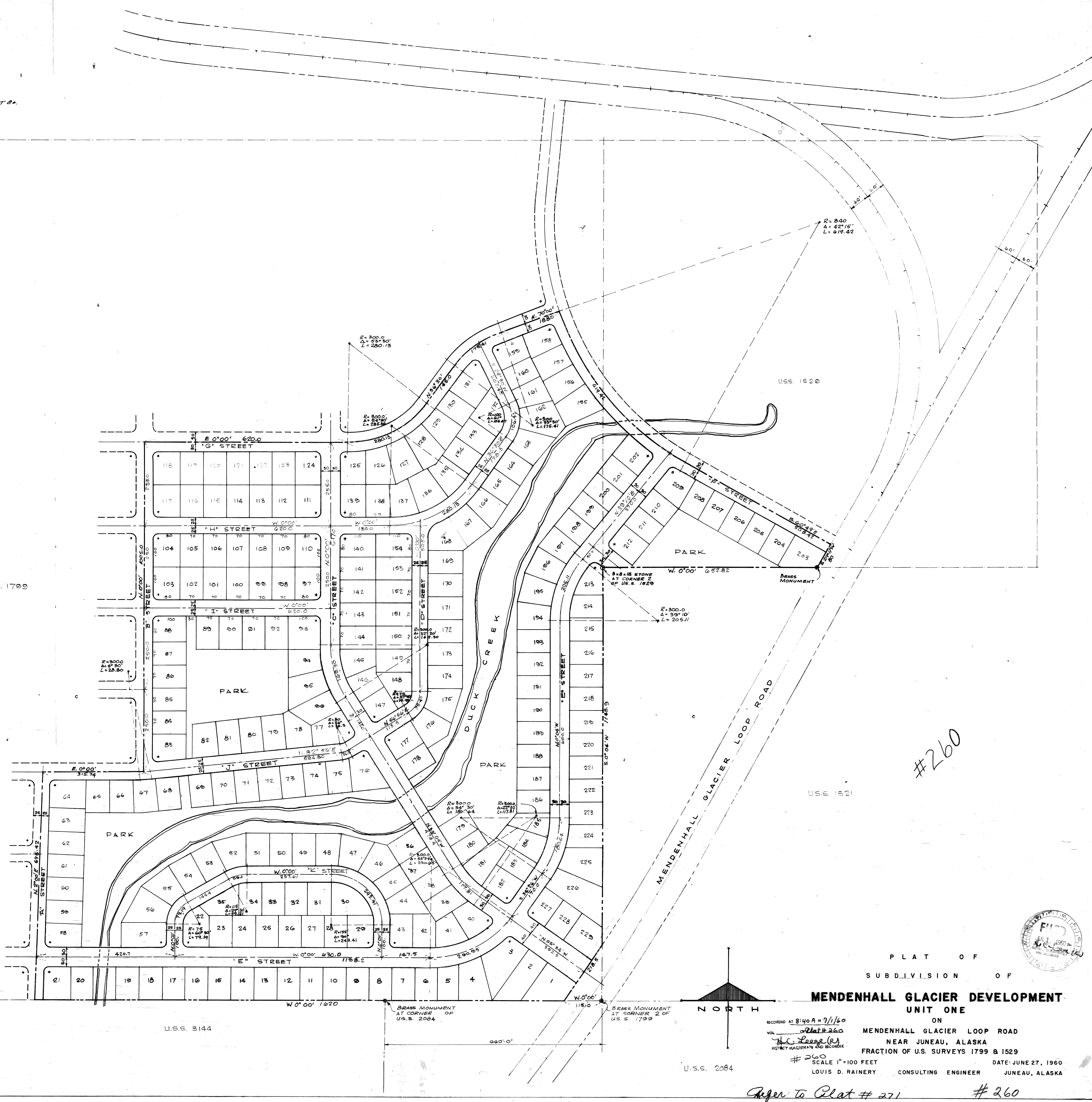
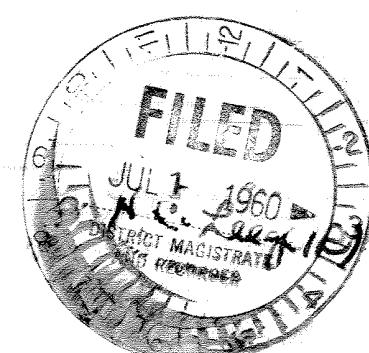
June 28, 1960

James H. Rainey
Chairman
Juneau-Douglas District Planning Board

ATTEST:
James H. Rainey
Clerk

- NOTES:
1. TYPICAL STREET CORNER RADIUS = 15.0
2. TYPICAL CORNER LOT 800 X 100.0
3. TYPICAL INTERIOR LOT 700 X 100.0
4. TYPICAL SETBACK LINE 20.0

RECORDED AT 2:40 PM 7/1/60
VOL. *Plat #260*
John A. Rainey
DISTRICT MAGISTRATE AND RECORDER



PLAT OF
SUBDIVISION OF

**MENDENHALL GLACIER DEVELOPMENT
UNIT ONE**

ON

MENDENHALL GLACIER LOOP ROAD

NEAR JUNEAU, ALASKA

FRACTION OF U.S. SURVEYS 1799 & 1529

RECORDED AT 8:40 AM 7/1/60

VOL. *Plat #260*

John A. Rainey
DISTRICT MAGISTRATE AND RECORDER

#260

SCALE 1"=100 FEET

LOUIS D. RAINERY

CONSULTING ENGINEER

JUNEAU, ALASKA

DATE: JUNE 27, 1960

Refer to Plat # 271

#260

Misc. Book 34 Page 225 RECORDED
 Juneau Recd g Dist ORIGINAL

CITY AND BOROUGH OF JUNEAU, ALASKA

PLATTING RESOLUTION NO. 229

WHEREAS, Gastineau Area Development Corporation
 (Applicant(s))

c/o Frank Doogan

has applied to the City and Borough of Juneau Planning Commission in proper form for a waiver of plat and recording requirements of the subdivision of the following described real property:

Fraction of U.S.S. 1529 and U.S.S. 1799

according to the attached plat, sketch or diagram.

WHEREAS, the Commission finds that the proposed conveyance (a) is not being made for the purpose of or in connection with a present or projected subdivision development, (b) is an isolated transaction which does not fall within the general intent of Title 40, Chapter 15, Alaska Statutes, and (c) does not involve or require any dedication of a street, alley, thoroughfare, park or other public area.

BE IT RESOLVED BY THE CITY AND BOROUGH PLANNING COMMISSION AS THE PLATTING AUTHORITY FOR THE CITY AND BOROUGH OF JUNEAU, ALASKA:

That the said application for a statutory waiver of plat and recording requirements to a proposed conveyance of the above described property is hereby granted.

Dated 4-12-71

CITY & BOROUGH OF JUNEAU, ALASKA
 PLANNING COMMISSION

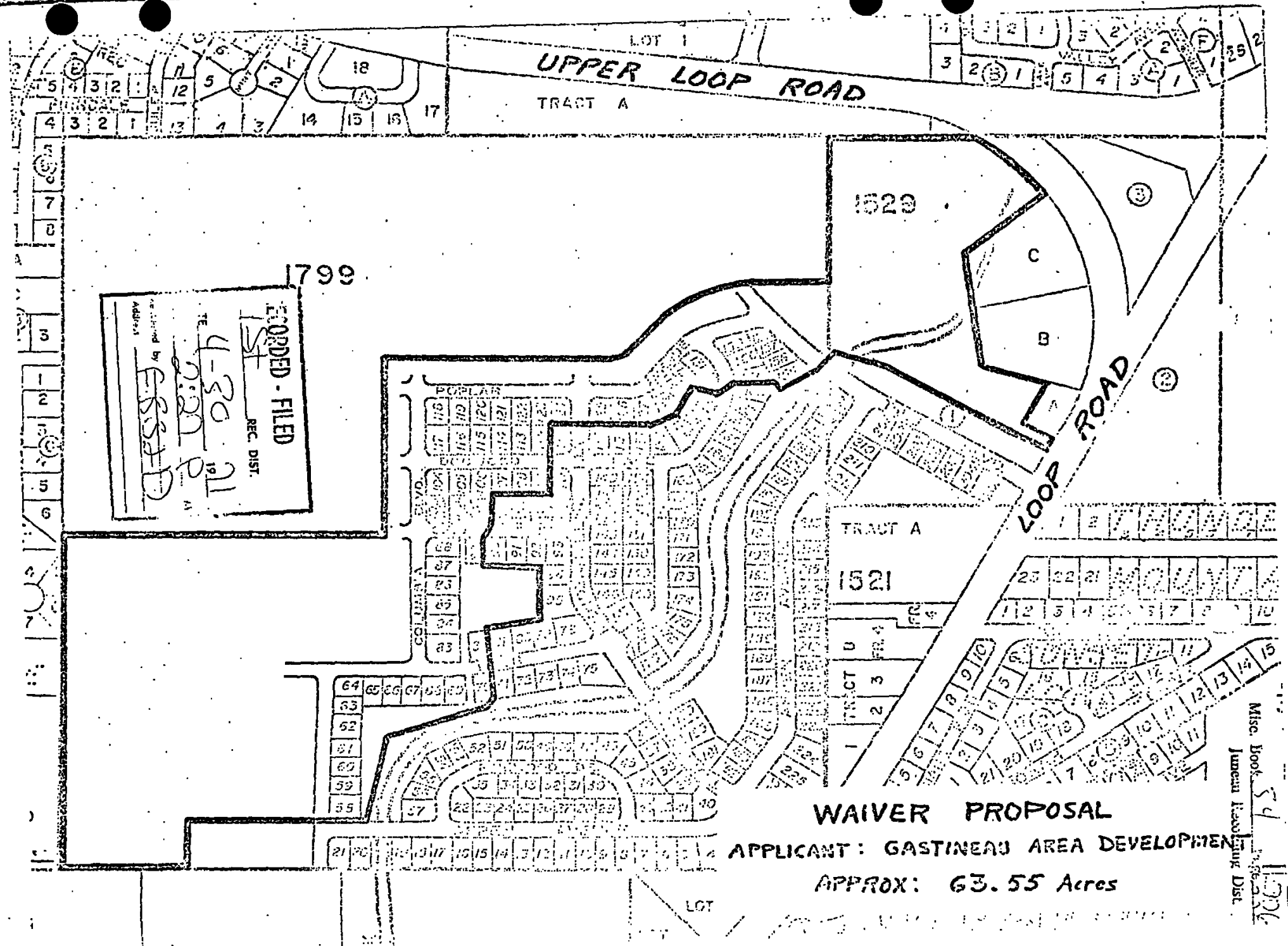
By

Thomas E. [Signature]
 Chairman

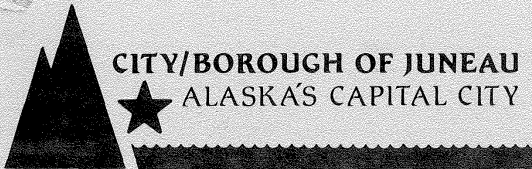
Attest:

Shirley J. [Signature]
 Clerk

JUNEAU
 Serial No. 71-970



Attachment F – 1971 Plat Resolution



PLANNING COMMISSION
NOTICE OF DECISION
May 28, 1987

File No. CU-10-87

Saint Brendan's Episcopal Church
P.O. Box 210628
Juneau Bay, AK 99821

Application for: Conditional Use Permit
Legal Description: Tracts A, B and C, U.S. Survey 1529
Parcel Number: S-824-0-122-003-0
Date Submitted: April 15, 1987
Hearing Date: May 26, 1987

The Planning Commission at their May 26, 1987, regular public meeting, approved the application for a conditional use permit to allow the construction of a church on the subject property with the following conditions:

1. Only Phase 1, as identified on the site plan, is approved with this permit. Any future development plans must first be reviewed and approved by the Planning Commission as an amendment to the permit.
2. The applicant shall submit a letter from Department of Transportation and Public Facilities to the Department of Community Development that authorizes the use of the unused state right-of-way property for a driveway from Conifer Lane to the church site.
3. The applicant shall submit a revised parking lot plan to the Department of Community Development for approval. The plan shall include the following items:
 - a. A minimum of 43 parking spaces;
 - b. Each space to be 9 feet by 19 feet;
 - c. Aisle width to be at least 24 feet;
 - d. Information on parking lot perimeter control;
 - e. Information on mid-lot parking barrier;
 - f. Placement of directional lighting.
4. The applicant shall submit a landscaping plan to the Department of Community Development for approval. The plan shall include the extent of necessary tree cutting for the project and how the parking lot is to be screened. Department staff may require additional landscaping depending upon the extent of the necessary tree clearing activity.

155 South Seward Street, Juneau, Alaska 99801

Saint Brendan's Episcopal Church
File No. CU-10-87
Page 2.

5. The City and Borough of Juneau Engineering Department shall review and approve the church and driveway intersection with Conifer Lane.

Effective Date: June 16, 1987

Expiration Date: November 26, 1988, if a building permit has not been obtained for the approved project.

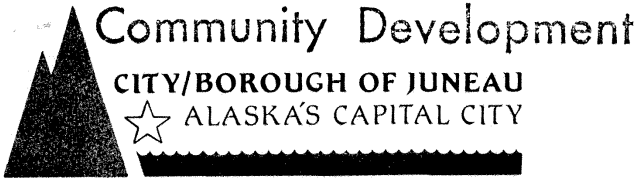
Project Planner:

Dave Goade
Dave Goade
Planner II

RECEIVED BY CITY CLERK

cc: Joe Cottingham, Engineering Department

1170/5/DG/ye



PLANNING COMMISSION
NOTICE OF DECISION
April 27, 1988

File No. CU-06-88

Saint Brendan's Episcopal Church
325 Gold Street
Juneau, AK 99801

Application for: Conditional Use Permit Modification
Legal Description: Tracts A, B, and C, U.S. Survey 1529
Parcel Number: 5-B24-0-122-003-0
Date Submitted: April 6, 1988
Hearing Date: April 26, 1988

The Planning Commission at their April 26, 1988, regular public meeting, approved the application for a conditional use permit modification to allow the church to relocate the driveway access from Conifer Lane to the Mendenhall Loop Road subject to the following conditions:

1. The applicant shall submit a revised site plan to the Department of Community Development for review and approval. It shall include the following changes:
 - a. Indicate where directional lights for the illumination of the driveway and parking lot areas are to be located.
 - b. Redesign of certain areas of the parking lot to avoid potential parking problems. (Staff to provide specific instructions.)
2. Final approval of the permit modification is contingent upon the applicant receiving Airspace and Driveway permits from the Alaska Department of Transportation for the subject driveway construction. The applicant shall provide to the Department of Community Development written verification from the State that the aforementioned permits have been obtained.

Please note that the following actions were taken in regard to the original conditional use permit CU-10-87:

1. That conditions 1, 2, and 3 be deleted.

155 South Seward Street, Juneau, Alaska 99801

Notice of Decision
CU-06-88
Page No. 2

2. That condition 5 be modified to refer to the Mendenhall Loop Road instead of Conifer Lane.

Effective Date: May 17, 1988

Expiration Date: November 26, 1988 (Same as original permit CU-10-87)

Project Planner:

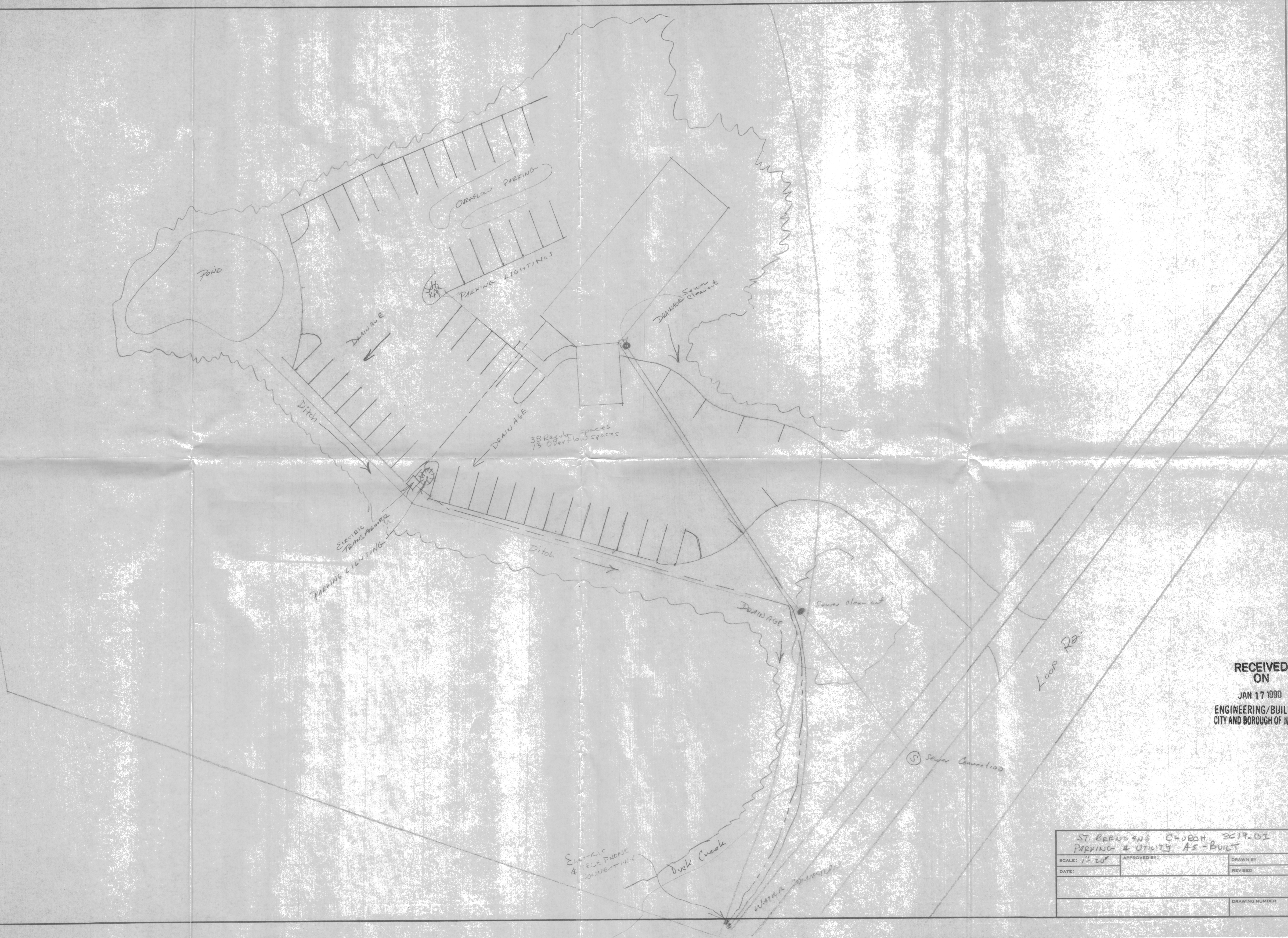
Patricia L. Parr
for David Goade
Planner II

RECEIVED BY CITY CLERK

Patty A. Polley
4-29-88

cc: Joe Cottingham

1310/4/DG/dls



Certificate of Occupancy

City & Borough of Juneau, Alaska

This Certificate issued pursuant to the requirements of Section 306 of the Uniform Building Code, as amended, certifying that at the time of issuance this structure was in compliance with the various ordinances of the City & Borough of Juneau regulating building construction or use for the following:

Use Classification Multipurpose Room Bldg. Permit No. 6001.01

Occupancy Group A-3 Construction Type V-N

Owner of Building St. Brendan's Episcopal Church Owner Address P.O. Box 33563 Juneau, AK 99803

Building Address 4207 Mendenhall Loop Rd. Juneau, AK 99801

Legal Description of Building Lot Lot 3, Block A-B

USS 1529


Christian T. Roust
Building Official

File No. 5-B24-0-122-003-0 Date September 26, 1991

Post this Certificate and all identified attachments in a conspicuous place.

BLD2-211
 approved notes
 5/25/12

RECEIVED

APR 19 2012
 PERMIT CENTER/CDD

ST. BRENDAN'S EPISCOPAL CHURCH

Architectural Drawing Index
 a1 COVER/
 a2 SITE PLAN
 a3 FIRST FLOOR PLAN
 a4 ROOF PLAN
 a5 ELEVATIONS
 a6 BUILDING SECTIONS
 a7 ACCESSIBILITY

Structural Drawing Index
 s1 GENERAL NOTES
 s2 FOUNDATION PLAN &
 FIRST FLOOR FRAMING
 s3 ROOF FRAMING PLAN & FIRST
 FLOOR SEAR

Name of project.. SAINT BRENDANS
 Date... 3.7.12
 Legal Address...LOT 14 & 15 MCKINLEY SD , BLOCK 32,
 Owner... ST. BENDAN'S EPISCOPAL CHURCH
 4207 MENDENHALL LOOP ROAD , 789-5152
 Contractor...
 Architect...ABC / THOMAS HUNTINGTON, ARCHITECT
 2314 DOUGLAS HIGHWAY, DOUGLAS AK 99824,
 364-03636 & FAX
 Contact Person.....
 Project-new, remodel, addition, or alteration. ADDITION
 Existing building label all spaces.. SEE PLAN
 Proposed uses-label all spaces... SEE PLAN
 Number of dwelling units...0 UNITS
 Occupancy.. A3
 Construction type required....TYPE VB
 Construction type provided...TYPE VB
 Fire sprinkled-yes no.....NO
 Allowable area/Stories..... 6,000SF (BASIC AREA) /1
 Actual first floor area & occupant load.
 sf gross
 First Floor 4549 sf
 Addition 1,296 sf = 5845sf

GENERAL REQUIREMENTS THE OWNER AGREES TO THE
 CONDITIONS BY ACCEPTANCE OR USE OF THESE PLANS.

Codes... CONSTRUCTION SHALL MEET ALL APPLICABLE CODES &
 OTHER APPLICABLE REGULATIONS AS ADOPTED BY CITY /STATE

Contractor/ Builder...SHALL BE RESPONSIBLE FOR ALL REQUIRED
 SAFETY REQUIREMENTS, SUCH AS SHORING, PROTECTION OF PUBLIC,
 PRIVATE PROPERTY AND INDIVIDUALS. VERIFY SITE CONDITIONS
 ON SITE, VERIFY QUALITY AND FINISHES OF MATERIAL WITH
 OWNER. INSTALLATION OF ALL MATERIALS, FINISHES SHALL BE
 IN ACCORDANCE WITH MANUFACTURES RECOMMENDATINS &
 REQUIREMENTS, BE RESPONSIBLE FOR REQUIRED SUBMITALS &
 SCHEDULE, BUILDING PERMIT INSPECTIONS, AND VERIFY
 DIMENSIONS AND NOTIFY ARCHITECT IN CASE OF CONFLICT,
 DO NOT SCALE DRAWINGS.

Drawings Scope... THESE .DRAWINGS ARE NOT COMPLETE AND
 DO NOT ATTEMPT TO SHOW ALL CONDITIONS. THE OWNER'S
 CONTRACTOR SHALL REVIEW THE DRAWINGS PRIOR TO THE
 BUILDING PERMIT BEING ISSUED, TO INCLUDE OR BRING TO
 ATTENTIONS ADDITIONAL ITEMS THAT ARE REQUIRED.OR
 ERROR & OMISSIONS. ARCHITECT LIABILITY IS LIMITED TO
 REDRAWING OR REDESIGN THE ABOVE ITEMS WITHOUT
 CHARGE. NOTE IF THERE IS CHANGE OF SCOPE OF WORK
 THE ARCHITECT SHALL APPROVED THE THIS OTHERWISE
 THE CONTRACTOR/OWNER ASSUME FULL RESPONSIBILITY
 FOR ANY CHANGES.

Additional Services...THE OWNER/CONTRACTOR MAY ELECT
 TO HAVE MORE COMPLETE SERVICES WHICH ARE
 ADDITIONAL SERVICES AND MAY INCLUDE MECHANICAL,
 ELECTRICAL, STRUCTURAL ENGINEERING, IN DEPTH ADA
 SERVICE. THESE DRAWING DO NOT
 INCLUDE WORK BEYOND SHOWING THE ARCHITECTURAL
 CONCEPT. & GENERAL SCOPE OF WORK AND THE OTHER
 CONSULTANTS SHALL FOLLOW THE ARCHITECTURAL
 CONCEPT.

Copyright.. THESE PLAN ARE LIMITED TO THIS ONE JOB AND
 MAY NOT BE REUSE WITHOUT WRITTEN CONSENT OF THE
 ALASKA BUILDING CONSULTANTS.

THESE PLAN AND SPECIFICATIONS ARE TO BE
 CONSIDERED ONLY AS A GUIDE, AND THEY DO
 NOT ATTEMPT TO DEPICT EVERY COMPONENT
 NECESSARY FOR THE COMPLETION OF THE
 PROJECT.

BEFORE CONSTRUCTION BEGINS, A BUILDING
 PERMIT IS APPLIED FOR, OR MATERIALS ARE
 ORDERED, THE BUILDING CONTRACTOR AS
 DESIGNATED BYTHE OWNER, SHALL REVIEW
 THE PLANS WITH ABC. ABC LIABILITY DUE TO
 ERRORS OR OMISSIONS CONTAINED WITHIN
 THESE DRAWING SHALL BE LIMITED TO THE
 REDRAWING OR REDESIGNING OF THE PLANS
 TO CORRECT THE SITUATION.

THE OWNER AGREES TO THE AFOREMENTION
 CONDITIONS BY ACCEPTANCE OF THESE PLANS.

NOTE THE CITY & BOROUGH OF JUNEAU, &
 STATE OF ALASKA DOES NOT EFFORCE THE
 ADA STANDARDS, AND THESE PLANS WILL
 DO LIKEWISE UNLESS OTHERWISE DIRECTED
 IN WRITING.

NOTE THE OWNER HAS CONTRACTED SEPARATELY
 VARIOUS ENGINEERING, ARCHITECTURAL AND
 ASSUME THE RESPONSIBLE FOR INTERGATION
 OF VARIOUS CONSULTANTS.

ST. BRENDAN'S
 EPISCOPAL CHURCH
 4207 MENDANHALL LOOP ROAD
 JUNEAU 789-5152

1 of 7
 3.7.12



ABC/ THOMAS HUNTINGTON, ARCHITECT
 2314 Douglas Highway- Douglas, AK 99824-907-364-3636 & fax

ABC/ THOMAS HUNTINGINGTON, architect
2314 Douglas Highway
Douglas AK 99824 907-364-3636 & fax

TO JOHN YOUNG. Plan Reviewer
Community Development Department
155.SOUTH Seward St. Juneau, AK 99801

Subject St. Brendan's Church Addition

Ref. May, 23, 2012

Item #1

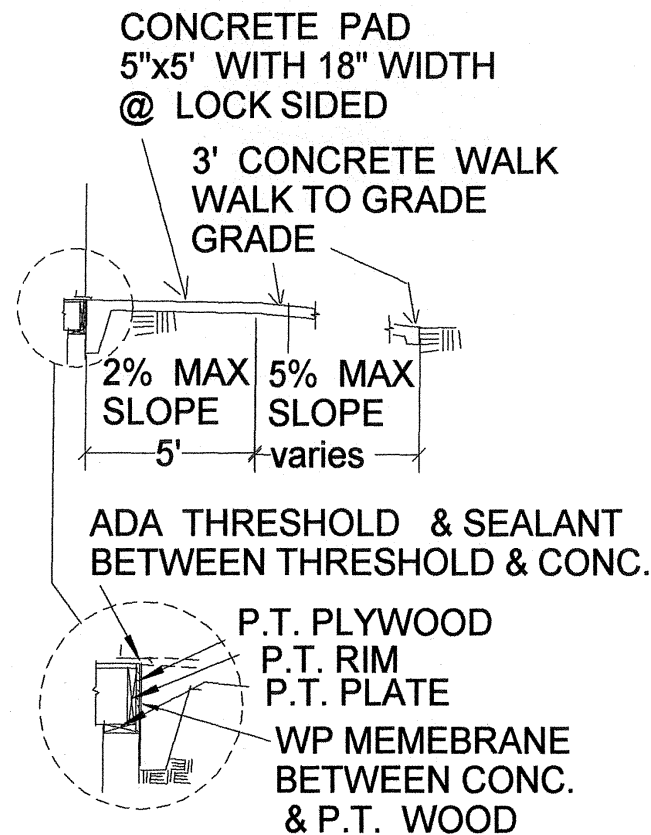
WALL ASSEMBLY

Exterior Wall A
Vertical Siding, match existing
Tyvek & tape joints
1/2" 15/32" sheathing
R 21 Insulation
2x6 @ 16" o.c.
.06 poly V.R.
1/2" G.W.B.

Interior new walls B
1/2" G.W.B. Each Side
2x4 Studs @ 16" o.c

Existing Common Wall C
1/2" G.W.B. OVER Existing Siding
(option remove siding
Existing Tyvek
Existing Sheathing
Existing 2x6 Stud @ 16"o.c.
Existing Fiber Glass Ins.
Existing V.r.
Existing 1/2" G.W.B.

ITEM #2 STOOP & RAMP DETAILS



○ STOOP & WALKWAY

ITEM #3 ADD THE NOTE SHEET 2 of 7
AND 1 OF 1 SEE SHEET 3 of 7
FOR CORRECT FLOOR PLAN

ITEM #4 RESOLVED NO SPRINKLER SYSTEM

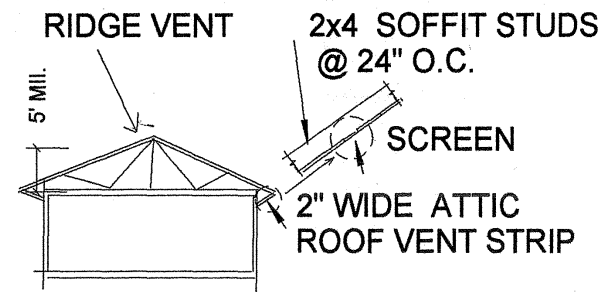
ITEM #5 DOOR & HARDWARE SCHEDULE
(RATED DOORS)

DOORS ARE NOT RATED,
NOTE DOORS HARDWARE
LEVER KEY LOCK EXCEPT
@ TOILETS PRIVACY,
EXTERIOR DOOR WEATHERSTRIP
& ADA THRESHOLD, SAFETY
GLAZING ALL DOORS,

ITEM #6 SOFFIT & ROOF DETAILS

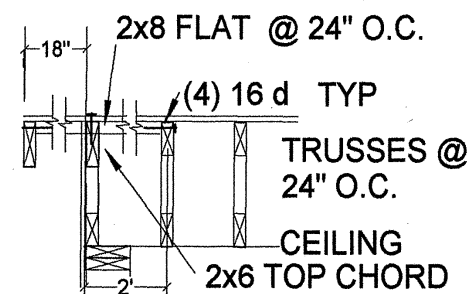
1,476SF ROOF AREA MIN. REQUIRED VENT
1/300 4.92 SF
LOCATE MIN 2.5 SF @ RIDGE VENT
& REMAINDER @ SOFFIT VENT. MIN
5' LOWER THAN RIDGE VENT

NOTE NET FREE AREA REQUIRED
INCREASE AREAS PER MFG #



ITEM #7 FLOOR SPACE ACCESS BE
PROVIDE 18" x 24" hi OPENING THRU
THE COMMON WALL. USE EXISTING
ACCESS IN THE ORIGINAL PERMIT

ITEM #8 OVERHANG DETAIL



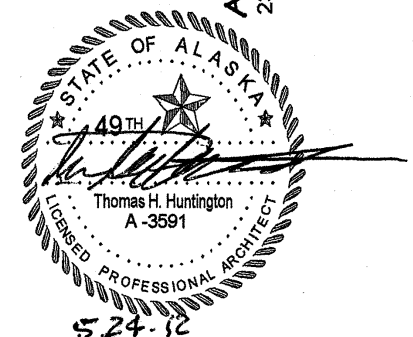
○ OVERHANG

3/8"=1'-0"

RECEIVED
MAY 25 2012
PERMIT CENTER/CDD

ABC/ THOMAS HUNTINGINGTON, ARCHITECT
2314 Douglas Highway- Douglas, AK 99824-907-364-3636 & fax

ST. BRENDAN'S
EPISCOPAL CHURCH
4207 MENDANHALL LOOP ROAD
JUNEAU 99801-5152



ABC/ THOMAS HUNTINGINGTON, architect
2314 Douglas Highway
Douglas AK 99824 907-364-3636 & fax

TO JOHN YOUNG. Plan Reviewer
Community Development Department
155.SOUTH Seward St. Juneau, AK 99801

Subject St. Brendan's Church Addition

Ref. May, 23, 2012

Item #1

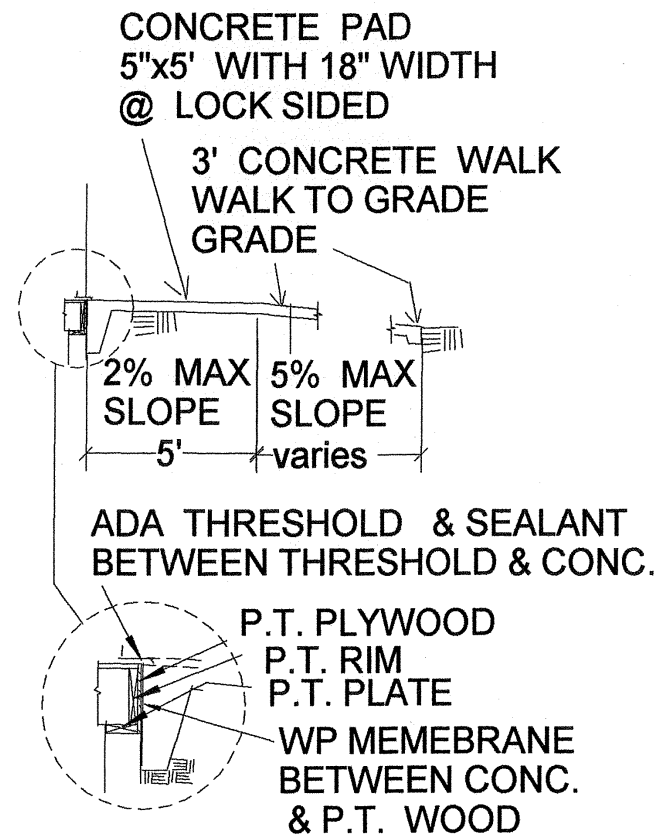
WALL ASSEMBLY

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1/2" G.W.B.

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(option remove siding
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Existing Fiber Glass Ins.
Existing V.r.
Existing 1/2" G.W.B.

ITEM #2 STOOP & RAMP DETAILS



○ STOOP & WALKWAY

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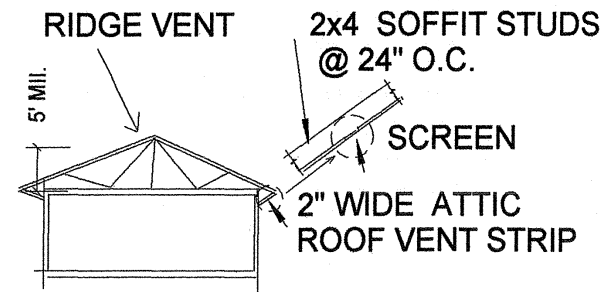
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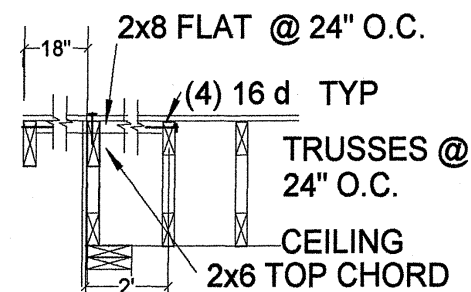
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ITEM #8 OVERHANG DETAIL



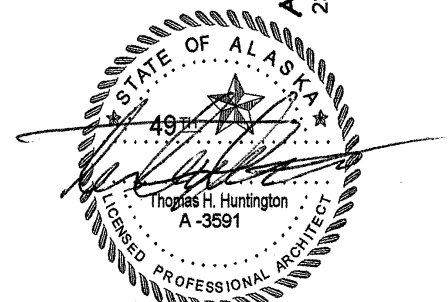
○ OVERHANG

3/8"=1'-0"

RECEIVED
MAY 25 2012
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ST. BRENDAN'S
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JUNEAU 99801-5152



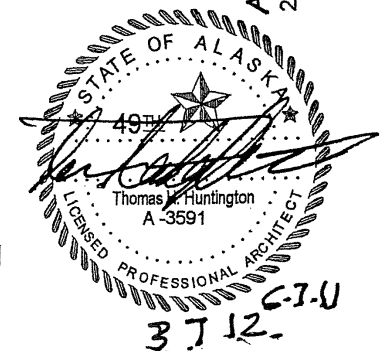
5-24-12

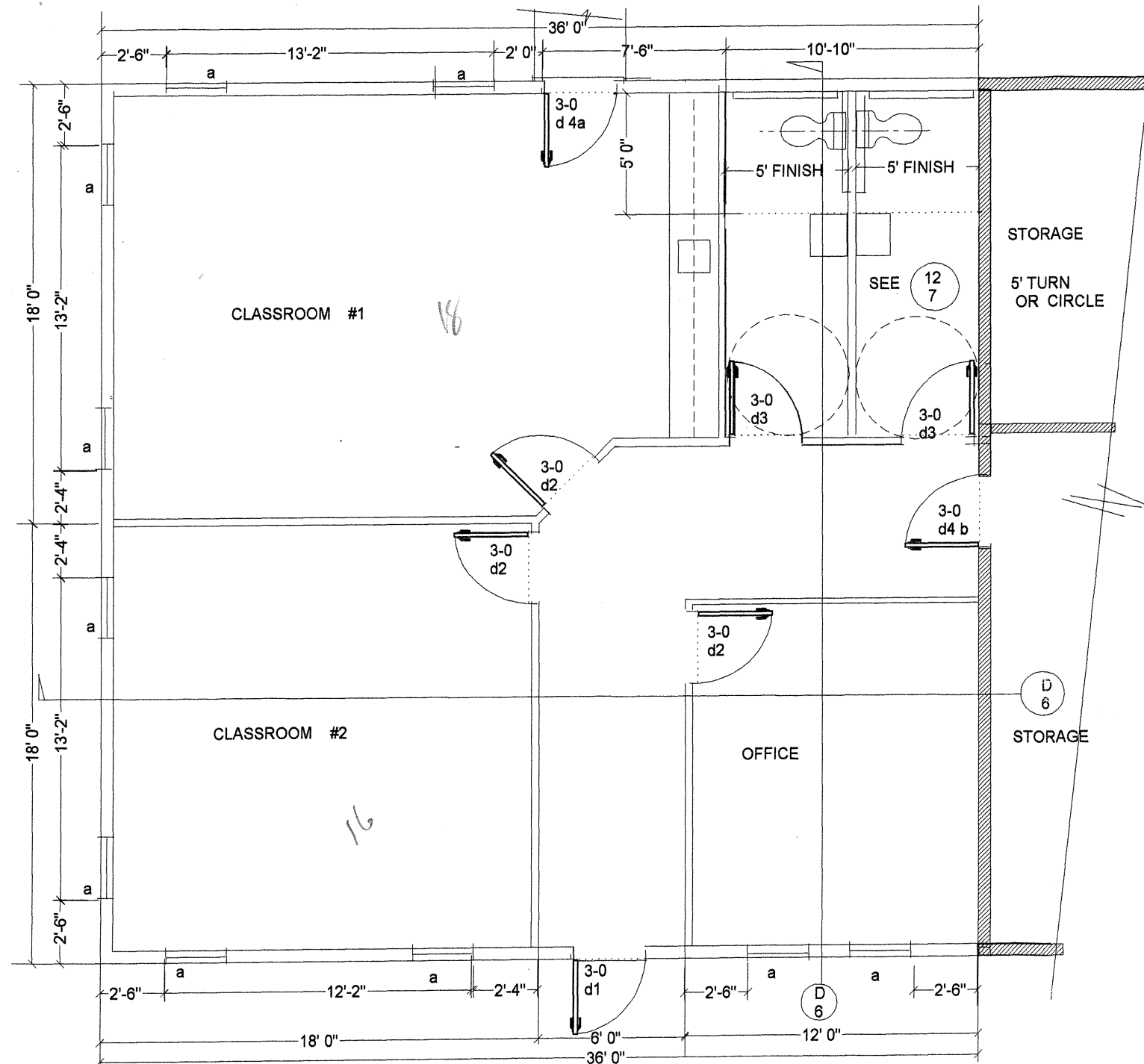
ABC/ THOMAS HUNTINGTON, ARCHITECT
2314 Douglas Highway- Douglas, AK 99824-907-364-3636 & fax



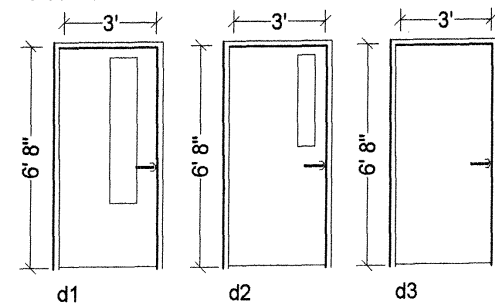
Approved for ENG
4/27/12 ANL

2 of 7
6.05.11





FLOOR PLAN
3/16"=1'-0"



DOOR SCHEDULE

- d1..METAL INSL DOOR, WOOD JAMB, EXT WALL, LEVER KEY LOCK MASTER KEY, ADA THRESHOLD INSULATED SAFETY GLAZING, ADA CLOSER, BALL BEARING BUTTS
- d2..SOLID CORE L DOOR, WOOD JAMB, EXT WALL, LEVER KEY LOCK MASTER KEY, WALL STOP, SAFETY GLAZING 5" x20" VISION PANEL
- d3..SAME AS d2., EXCEPT NO VISION PANEL, PRIVACY LEVER LOCK,
- d4a..EXISTING DOOR, RELOCATE TO CLASSROOM 1 EXTERIOR DOOR, (OPTION ADD NEW DOOR)
- d4b..NEW DOOR-EXISTING OPENING, (d4a), WITH LEVER PASSAGE SET & WITH LEVER LOCK) WALL STOP, SAFETY GLAZING 5"x20,"

WINDOW SCHEDULE

- A..Window.. MATCH EXISTING ANDERSON OR APPROVED, CASEMENT, PROVIDE SCREEN, SAFETY GLASS /CODE, INSULATED

Baths shown on Architects drawings for St. Brendans church are to be un-sex Bathrooms

Handwritten signature
(contractor)

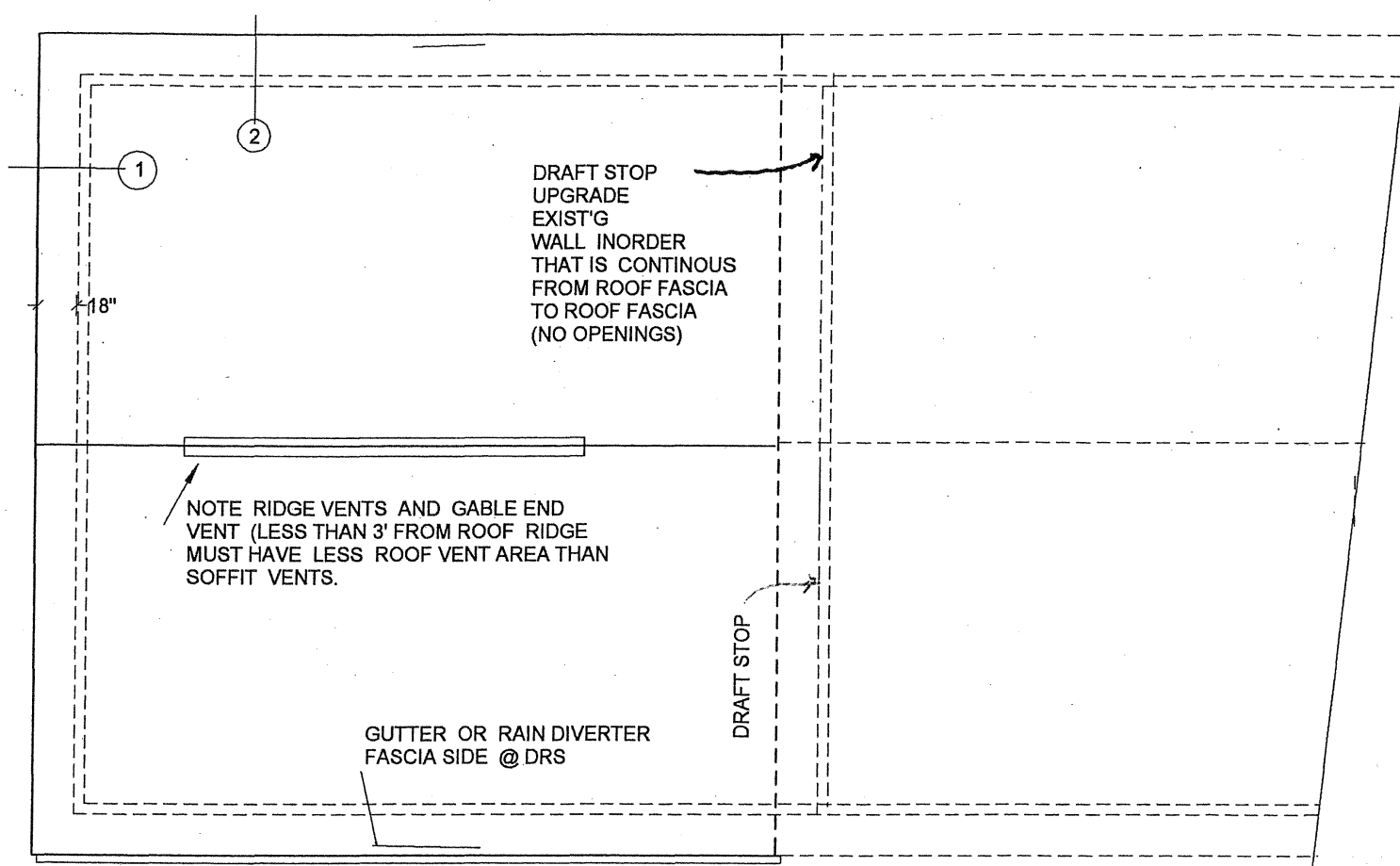
ST. BRENDAN'S
EPISCOPAL CHURCH
4207 MENDANHALL LOOP ROAD
JUNEAU 99801-5152

3 of 7
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ROOF PLAN 1/8"=1'-0"

- Roof Schedule
1. Rating CLASS B OR A, & JUNEAU WINDS
 2. Shingles -MALARKEY, 30 YEARS, SIMILAR TO EXISTING
 3. Sub base.. UNDERLAYMENT...PER ROOF MFG,
 4. Ice & Water.. MENBRANE.. PROVIDE FROM ROOF FASCIA TO 1' BEYOND WALL LINE
 5. Drip Edges ROOF EDGE @ SHEETING ..ALUM DRIP EDGE
 6. Roof Penetrations.. LIMIT OPENING, SEAL PER ROOF ACCESSORIES MFG & ROOF MFG.
 7. Flashing .. PROVIE AT DRIP EDGE AND GABLE SIDES AND STEP FLASHING AS REQUIRED,
 8. ROOF SHEATING.. 5/8 CDX, 4x8, OFFSET JOINTS TYP. 4'
 9. Attic Ventilation... VENT ATTIC, MIN 1/300, WITH 54% LOCATED AT EAVES, SCREEN, PROVIDE AIR BAFFLE TO MAINTAIN ATTIC VENT,
 10. Attic Draft Stop... LOCATE AS INDICATED, NOTE MAX 3000sf or 60" SPACING- WHICHEVER IS LESS, 1/2" SHT'G OR G.B. COMPLETE ATTIC SEPARTION DRAFT STOP ACCESS MUST BE SELF CLOSING WITH POSITIVE LATCH

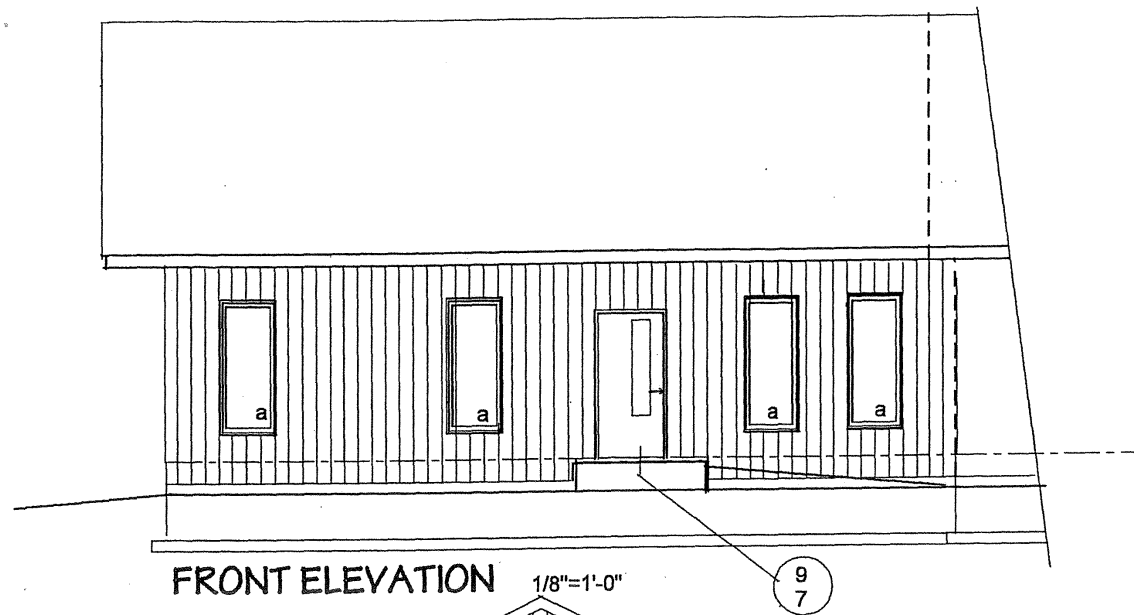
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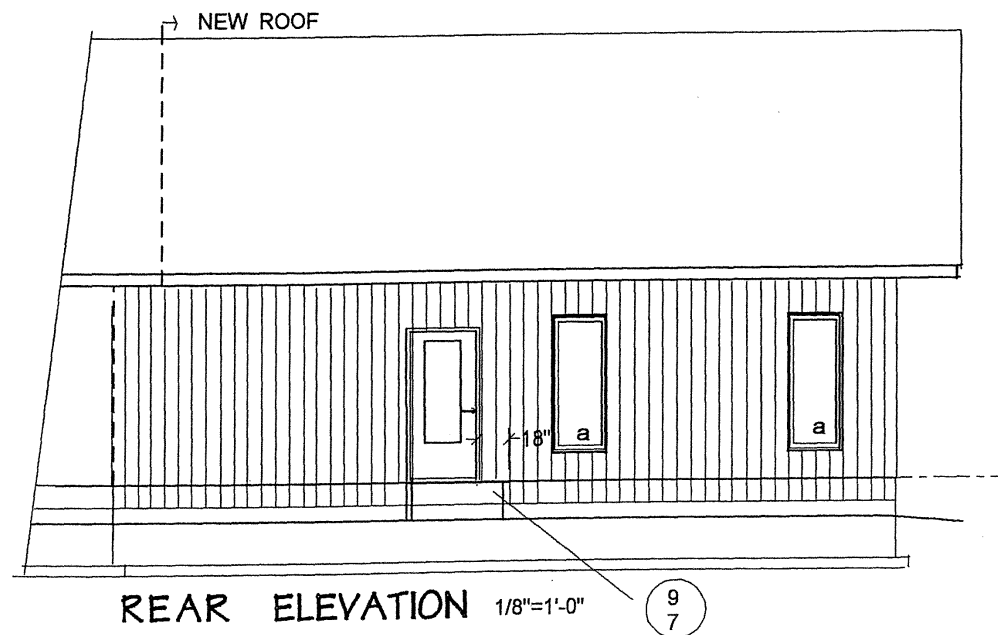
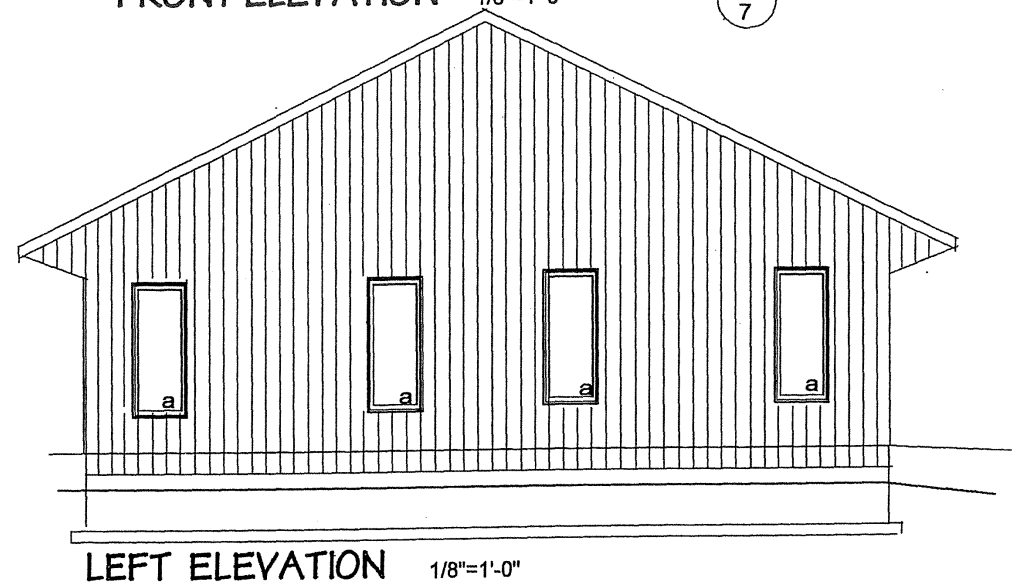
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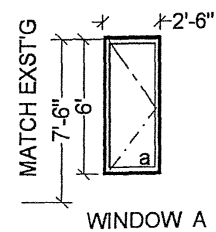




- Elevation Schedule
- e1 SIDING.. MATCH EXISTING
 - e2 DRAINAGE MATRIX
 - e4 Overhangs...FASCIA 1 1/4" CEDAR
WITH BUTT JOINTS@ CORNERS, & CHAMFER
@ RUNNING
 - e5..Trim.. CEDAR MATCH EXISTING, OR APPROVED
EQUAL
 - e6. Grade..PROVIDE MIN. 6" FROM WOOD TO EARTH
USED CEDAR OR P.T.
 - e7 Swale.. SLOPE GROUND FROM BUILDING EDGES
AWAY FROM BUILDING MIN. 5' @ MIN. 2% SLOPE,
 - e8 Doors... PROVIDE ACCESS PER ADA DETAILS.
 - e9 Opening water tight.. ICE /WATER SHIELD STRIPS
AT DOORS, WINDOW, AND OTHER OPENINGS/
 - e10 Attic Ventilation- MATCH EXISTING VENTILATION
STRIP AT TRUSS SOFFIT



- WINDOW SCHEUDLE
- A..Window.. MATCH EXISTING ANDERSON
OR APPROVED, CASEMENT, PROVIDE
SCREEN ,SAFETY GLASS /CODE,
INSULATED

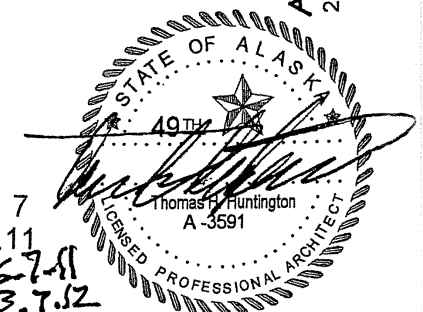


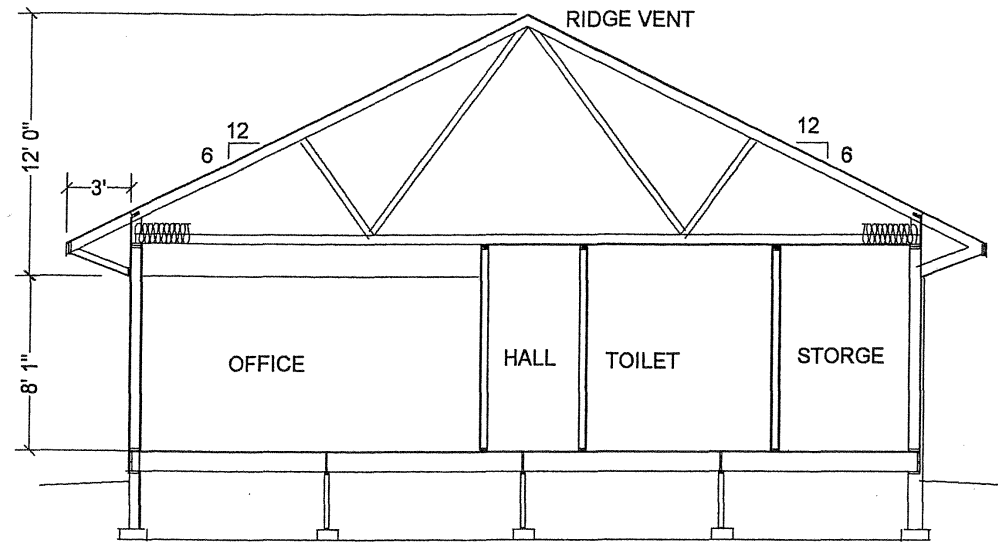
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6.05.11
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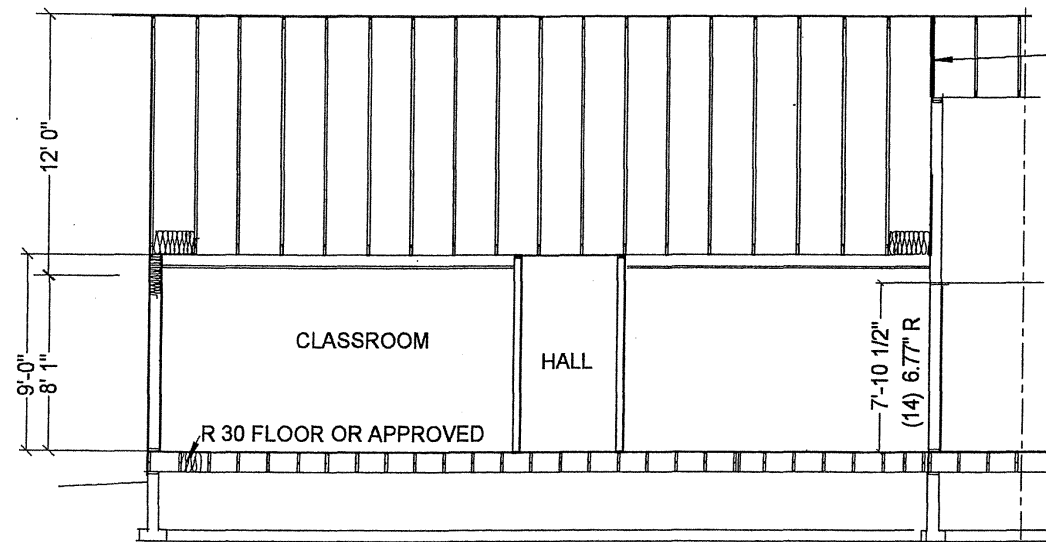




③ BUILDING SECTION 1/8"=1'-0"

- Roof/Floor Schedule
- r1 ROOF, CLASS A OR B
 ASPHALT SHINGLES, MAX. EXISTING, SUBBASE PER SHINGLES MFG, 15/32" SHTG, TRUSSES @ 24" o.c., ATTIC VENTILATION -SEE ROOF PLAN, R50 INSL, .06 POLY V.R. (SEAL EDGES OVER SOLID BACKING WITH ACCOUSTICAL CAULK, CEILING 5/8" G.B. UNLESS NOTED OTHERWISE.
- f2.. FLOOR SCHEDULE. NON RATED
 CARPET (UNLESS NOTED OTHERWISE) MATCH EXISTING, 3/4" T&G PLYWOOD, GLUE, 2x10 JOIST @16" O.C., SEE FOUNDATION PLAN
 NOTE TOILET ROOM TO HAVE SHEET VINYL WITH 6" HI BASE, STORAGE ROOM TO HAVE SHEET VINYL OR APPROVED
- f3.. CRAWL SPACE
 VENTILATED SPACE, P.T. WOOD NEXT TO CONC. AND OR EARTH, .06 POLY V.R. SEAL WITH ACCOUSTICAL CAULK @ OPERABLE VENT, P.T. WOOD RIM JOIST,

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④ BUILDING SECTION 1/8"=1'-0"

ADDITION EXISTING

DRAFT STOP

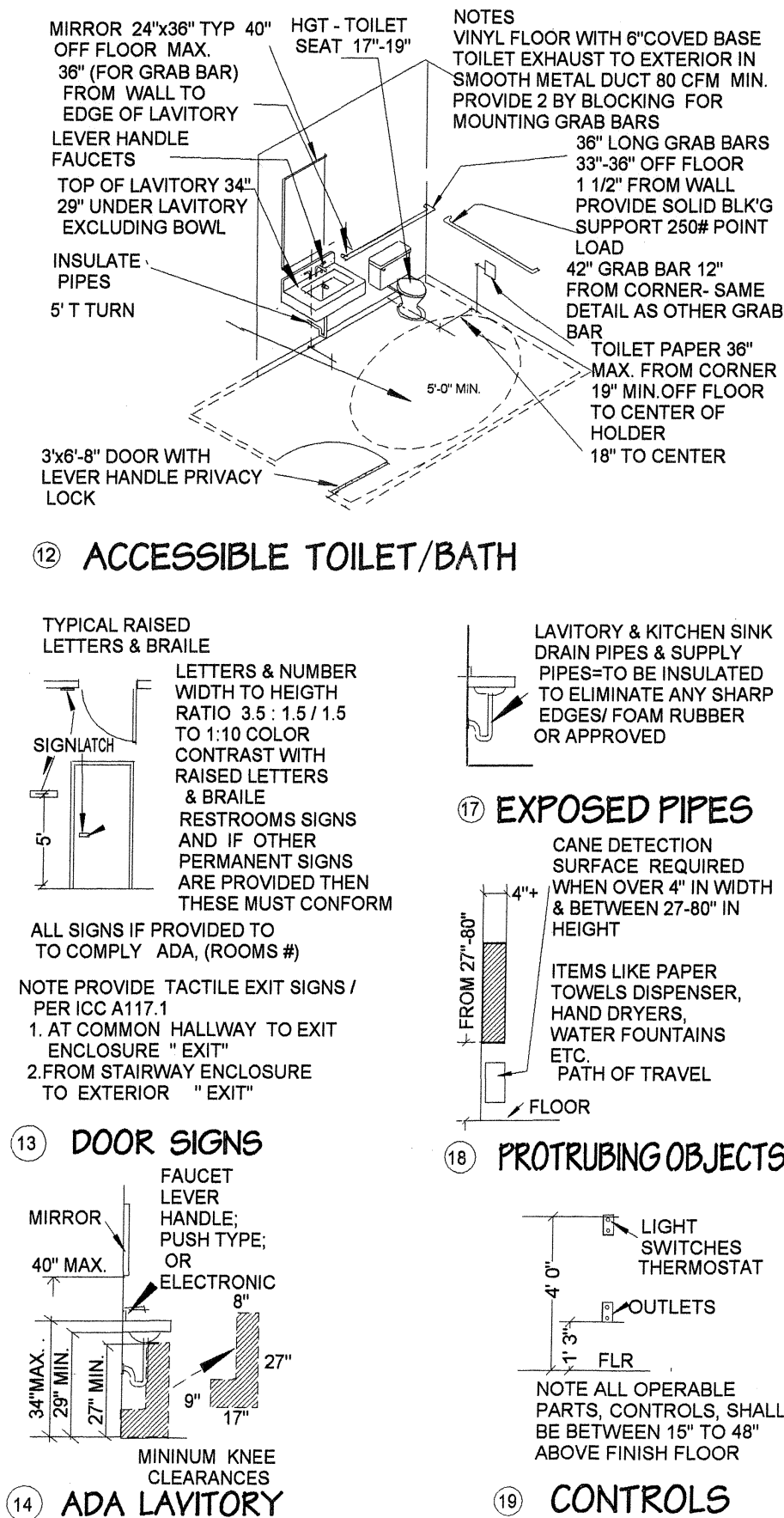
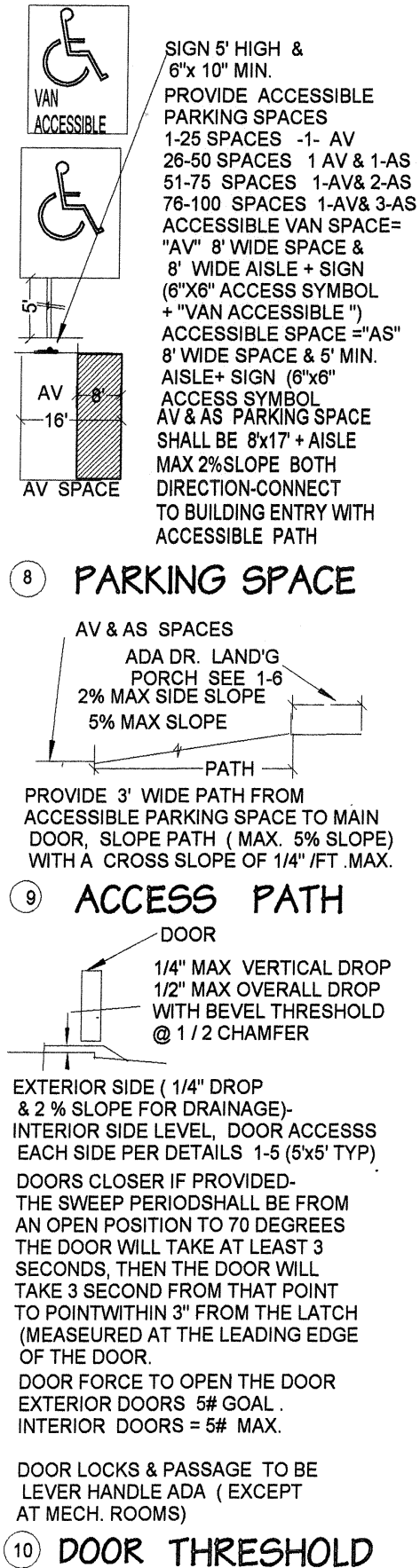
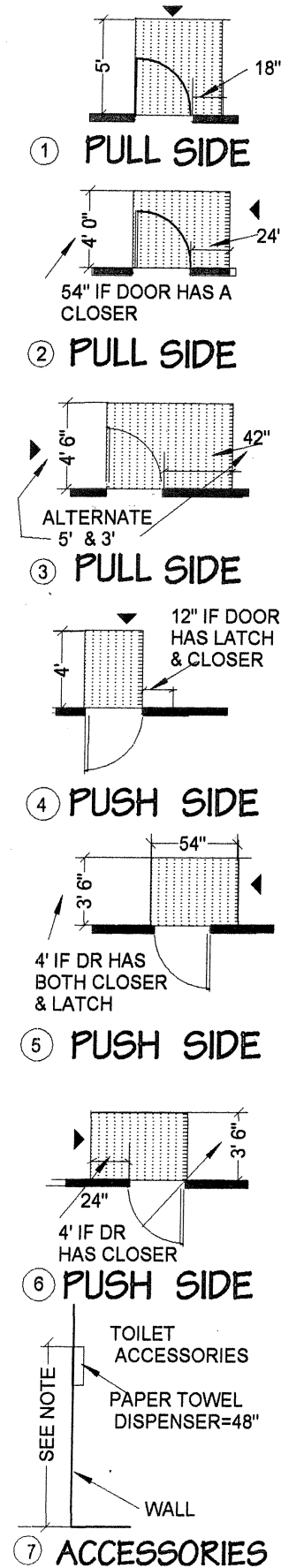
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- s1 GENERAL NOTES
- s2 FOUNDATION PLAN
- s3 ROOF FRAMING PLAN & FLOOR WALLS

All Plumbing work must comply with the requirements of the,
2007 Uniform Plumbing Code
as modified by CBJ Title 19

CONSTRUCTION NOTES

CODE REQUIREMENTS

ALL DESIGN AND CONSTRUCTION SHALL CONFORM TO INTERNATIONAL BUILDING CODE, 2006 EDITION, *as modified by Title 19.*

GENERAL

IT SHALL BE THE CONTRACTOR'S SOLE RESPONSIBILITY TO DESIGN AND PROVIDE ADEQUATE SHORING, BRACING, AND FORMWORK, ETC., AS REQUIRED FOR THE PROTECTION OF LIFE AND PROPERTY DURING CONSTRUCTION.

DESIGN LOADS:

LIVE LOADS: ROOF-50PSF (SNOW),
S2 STORAGE 125 PSF, EXITS 100 PSF
(1/360 FLOOR DEFLECTION),
WIND V_s3 110 MPH, EXPOSURE C
EARTHQUAKE: SITE CLASS C
S_s= 0.05
C_s=10%

FOUNDATIONS:

SOIL BEARING ASSUMED 2,500 PSF CAPACITY. ALL FOUNDATIONS SUBJECT TO FROST SHALL BEAR ON UNDISTURBED SOIL AT LEAST 32" BELOW LOWEST ADJACENT FINISHED GRADE OR APPROVED.

SAWN LUMBER:

SAWN LUMBER SHALL BE GRADED AND MARKED IN CONFORMANCE WITH WWPA GRADING RULES. SEASONED S4S HF#2 UNLESS NOTED OTHERWISE. COLUMNS SHALL BE SELECT STRUCTURAL. MAXIMUM MOISTURE CONTENT SHALL BE 19 PERCENT. ALL LUMBER IN CONTACT WITH CONCRETE SHALL BE PRESSURE TREATED. ALL WOOD LEDGERS, PLATES, SILLS AND NAILERS IN CONTACT WITH EARTH OR WITHIN 6 INCHES OF EARTH SHALL BE QPS FDN (AND SO STAMPED). WOOD EXPOSED TO WEATHER SHALL BE CEDAR OR PRESSURE TREATED. CONNECTORS SHALL BE GALVANIZED.

FRAMING:

FRAMING ACCESSORIES AND STRUCTURAL FASTENERS SHALL BE AS MANUFACTURED BY SIMPSON COMPANY (OR APPROVED EQUAL). ATTACH JOISTS TO FLUSH HEADERS AND BEAMS WITH SIMPSON SERIES JOIST HANGERS TO SUIT THE JOIST SIZE. ATTACH EVERY ROOF ELEMENT WITH SIMPSON COMPANY H10 TIES. NAILS SHALL BE COMMON. NAILING NOT SHOWN SHALL BE PER TABLE 2304.9.1 2003 IBC. PROVIDE SOLID BLOCKING AT BEARING POINTS. TIMBER CONNECTORS SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS AND WHERE CONNECTORS STRAP TWO MEMBERS TOGETHER, PLACE ONE HALF OF THE NAILS OR BOLTS IN EACH MEMBER. PROVIDE WASHERS UNDER ALL BOLT HEADS AND NUTS WITH WOOD CONTACT. NAILS IN PRESSURE TREATED WOOD SHALL BE STAINLESS STEEL EXCEPT USE GALVANIZED NAILS WITH GALVANIZED FRAMING ACCESSORIES.

PLYWOOD:

PLYWOOD PANELS SHALL HAVE APA GRADE TRADEMARK OF THE AMERICAN PLYWOOD ASSOCIATION. PLYWOOD SHALL BE C-D INT APA WITH EXTERIOR GLUE (CDX) OR ORIENTED STRAND BOARD OF THE SAME THICKNESS AND RATINGS. ALL ROOF SHEATHING AND SUB-FLOORING SHALL BE INSTALLED FACE GRAIN PERPENDICULAR TO SUPPORTS AND IN A STAGGERED PATTERN OR AS INDICATED ON DRAWING.

PREFABRICATED WOOD JOISTS:

SHALL BE OF THE SIZE AND TYPE SHOWN ON THE DRAWINGS MANUFACTURED BY TRUS-JOIST CORP OR APPROVED EQUAL.

CONCRETE:

CONCRETE SHALL CONFORM TO AMERICAN CONCRETE INSTITUTE STANDARD 301, "SPECIFICATIONS FOR STRUCTURAL CONCRETE FOR BUILDING" AN AIR ENTRAINING ADMIXTURE CONFORMING TO 2003 IBC SHALL BE ADDED TO ALL CONCRETE EXPOSED TO EARTH OR WEATHER. PROVIDE 5% PLUS/ MINUS 1% ENTRAINED AIR. 2,500PSI (USE 3,000 PSI MIX HOWEVER) CONCRETE SHALL BE USED FOR SLABS ON GRADE, WALLS, & RETAINING WALLS. EXTERIOR SIDEWALK REQUIRED (4,500PSI FOR WEATHER) OR CBJ SIDEWALK MIX 3 INCH MAXIMUM SLUMP 3" MAXIMUM AGGREGATE SIZE. THE USE OF WATER-SOLUBLE CHORINE ION SHALL NOT BE USED AS AN ALTERNATIVE TO THE ABOVE. THE CONTRATOR MAY SUBMIT A CONCRETE MIX DESIGN FOR APPROVAL TWO WEEKS PRIOR TO PLACING ANY CONCRETE. THE ALTERNATE MIX DESIGN SHALL BE REVIEWED FOR CONFORMANCE.

REINFORCING:

ASTM A-615 GRADE 60 (FY=60 KSI) DEFORMED BARS. ASTM A-185 (FY=75 KSI) FOR SMOOTH WELDED WIRE FABRIC. REINFORCEMENT FOR SLABS ON GRADE SHALL BE W.W.M. 6X6 W1.4x1.4 UNLESS NOTED OTHERWISE. DETAILS PER ACI MANUAL OF "STANDARD PRACTICE FOR DETAILING OF REINFORCED CONCRETE STRUCTURES". WALLS, COLUMNS, AND FOOTINGS SHALL BE REINFORCED AS SHOWN ON PLANS. MINIMUM CONCRETE COVER SHALL BE:

CONCRETE CAST AGAINST EARTH 3"
FORMED SURFACE EXPOSED TO EARTH
OR WEATHER 2"
CONCRETE NOT EXPOSED TO WEATHER
OR EARTH 3/4"

STEEL:

MATERIALS SHALL BE ASTM A36 HOT ROLLED STRUCTURAL STEEL, OR A500 G.R.D.B TUBE STEEL. WELDING SHALL BE PERFORMED WITH 80XX OR 70 XX ELECTRODES. (SMAW) ACCORDING TO AWS D1.1. PROVIDE TEMPORARY BRACING AS REQUIRED FOR SAFE BUILDING ASSEMBLY. SHOP AND FIELD WELDS SHALL BE IN ACCORDANCE WITH AISC AND AWS AND BE PERFORMED BY CERTIFIED WELDERS. FIELD WELDING SHALL NOT BE PERFORMED WHEN THE AMBIENT TEMPERATURE IS BELOW ZERO DEGREES F. AFTER ERECTION CLEAN, GRIND AND WIRE BRUSH PRIME WELDS, ABRASIONS, AND SURFACES NOT SHOP PRIMED AND TOUCH UP PRIMER AS SPECIFIED FOR SHOP PRIMER.

DIMENSIONS:

DIMENSIONS SHALL BE TO FACE OF FRAMING OR FACE OF CONCRETE UNLESS OTHERWISE INDICATED. WRITTEN DIMENSIONS TAKE PRECEDENCE OVER DRAWING SCALE. DO NOT SCALE DRAWINGS.

GENERAL:

THESE PLANS ARE ONLY A GUIDE, AND DO NOT PURPORT TO SHOW EVERY ASPECT OF THE WORK REQUIRED FOR COMPLETION. IT SHALL BE THE BUILDER'S SOLE RESPONSIBILITY TO:

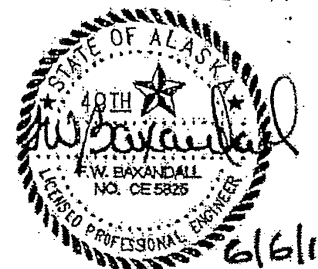
1. VERIFY ALL DIMENSIONS AND FIELD CONDITIONS BEFORE PROCEEDING.
2. NOTIFY ENGINEER OF ANY DISCREPANCIES, OBTAIN APPROVAL FROM ENGINEER FOR PROPOSED FIELD CHANGES PRIOR TO CONSTRUCTION OF MODIFICATION.
3. CONTACT "DIAL BEFORE YOU DIG" FOR UTILITY LOCATES. BURIED UTILITIES MAY EXIST WHICH ARE NOT SHOWN ON THE PLANS. THE BUILDER IS RESPONSIBLE FOR SUCH UTILITY LOCATES AS MAY BE NECESSARY.
4. NOTIFY THE LOCAL BUILDING OFFICIAL AT CONSTRUCTION STAGES REQUIRING INSPECTION AND OBTAIN NECESSARY APPROVAL PRIOR TO COMMENCEMENT/CONTINUATION OF THE WORK.
5. PERFORM ALL CONSTRUCTION WITH MATERIALS, METHODS, AND WORKMANSHIP ACCEPTED AS GOOD PRACTICE BY THE CONSTRUCTION INDUSTRY.
6. PROVIDE ADEQUATE SHORING, BRACING, AND FORMWORK, ETC., AS REQUIRED FOR THE PROTECTION OF LIFE AND PROPERTY DURING CONSTRUCTION.
7. MAKE ALL PRECAUTION INSURE JOBSITE SAFETY.

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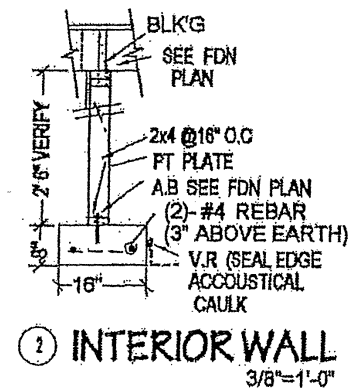
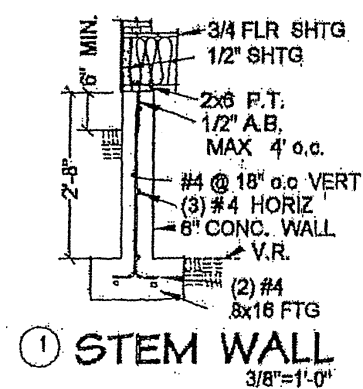
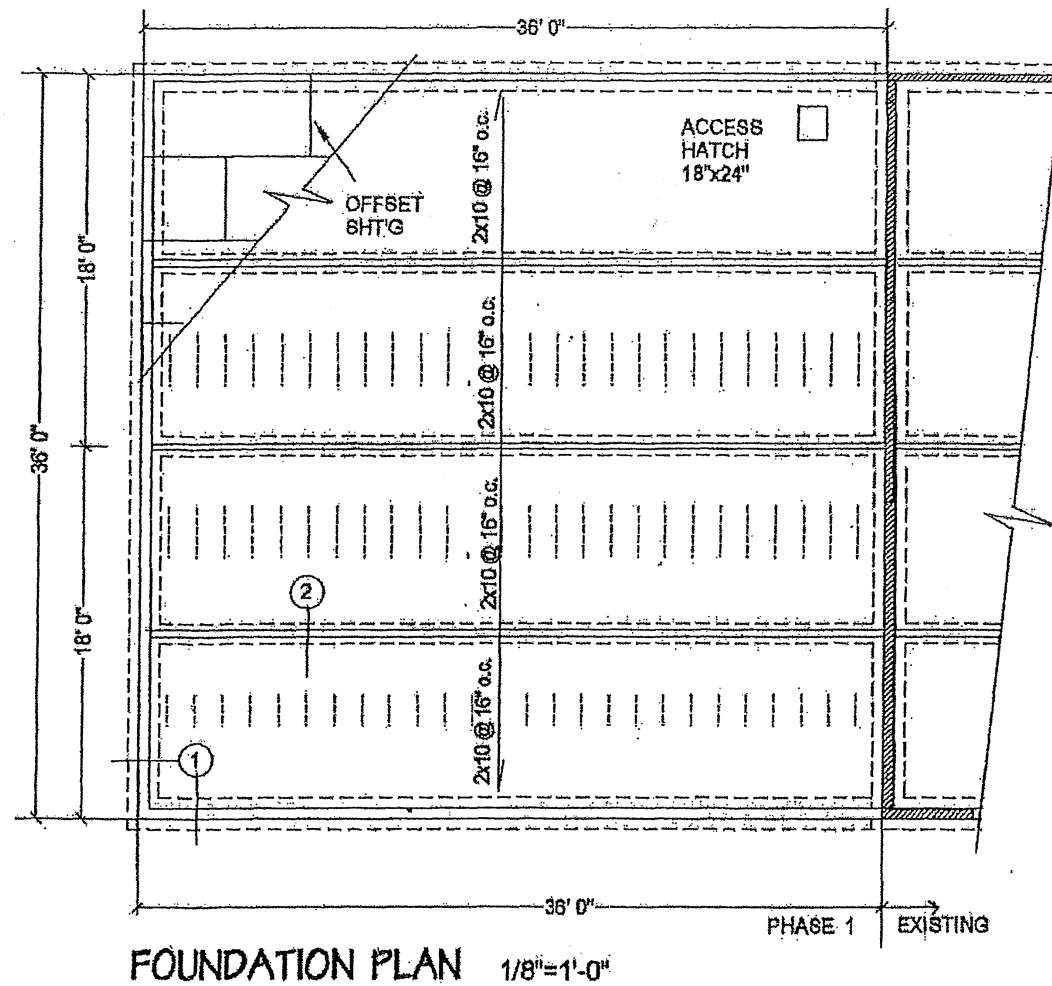
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BAXANDALL ASSOCIATES
Civil & Structural Engineering
1107 North Elevation Street
Hancock, Michigan 49920



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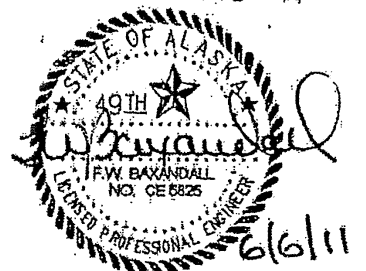


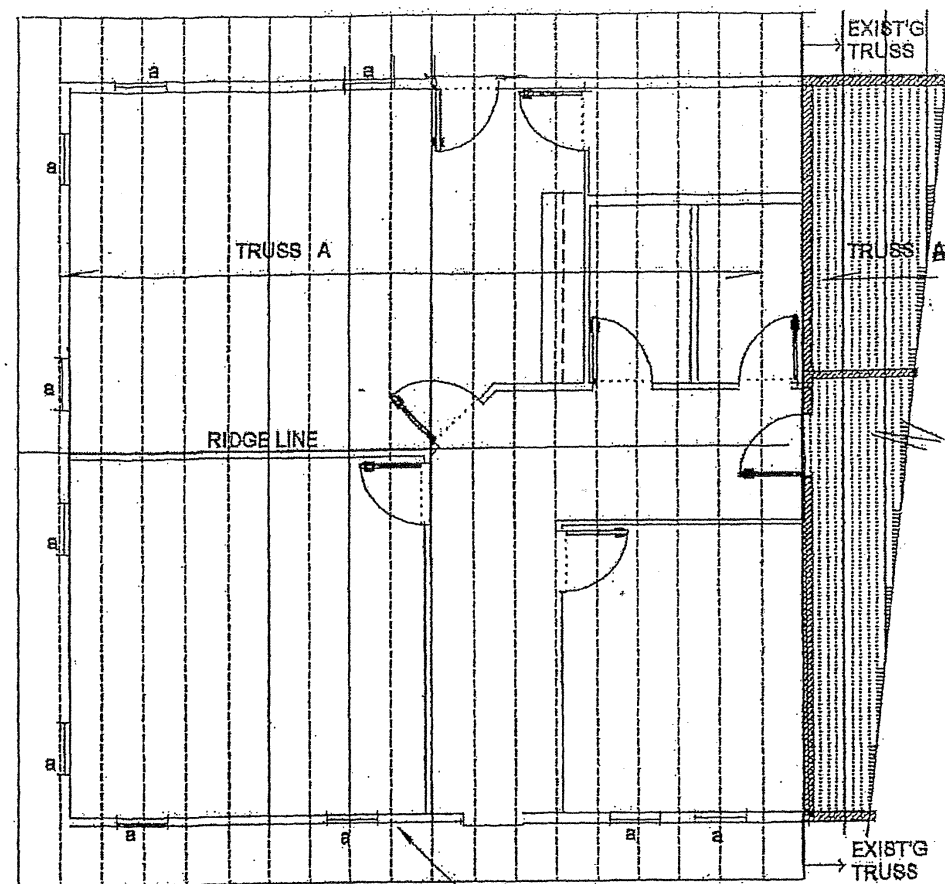
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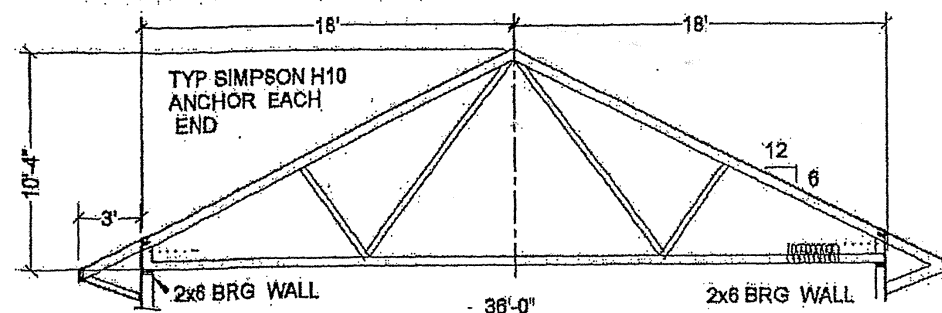
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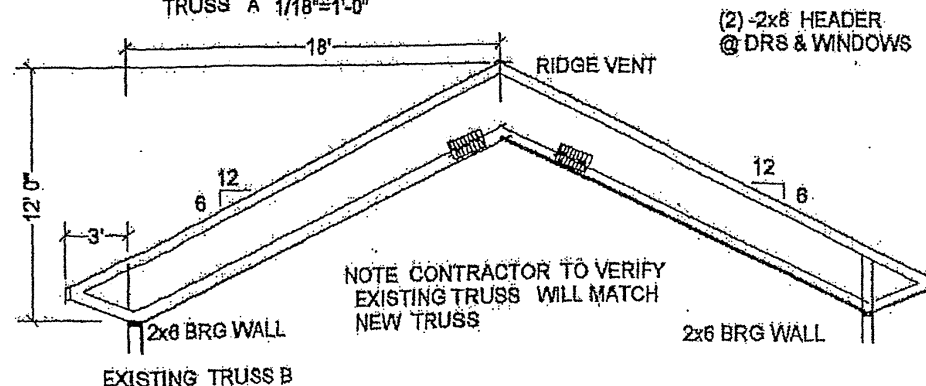




ROOF FRAMING PLAN &
FIRST FLOOR SHEAR

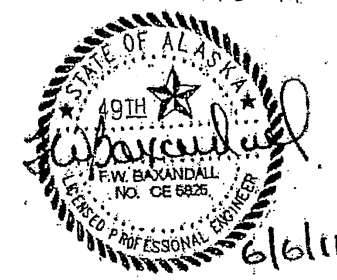


EXTERIOR SHEAR WALL
1/2" CDX w/8d NAILS @ 6" o.c. @
PANEL EDGES, 12" o.c. FIELD
MUD SILL ANCHORS @ 4' O.C. AND
ADDITIONAL ANCHOR 1' FROM
EACH CORNER



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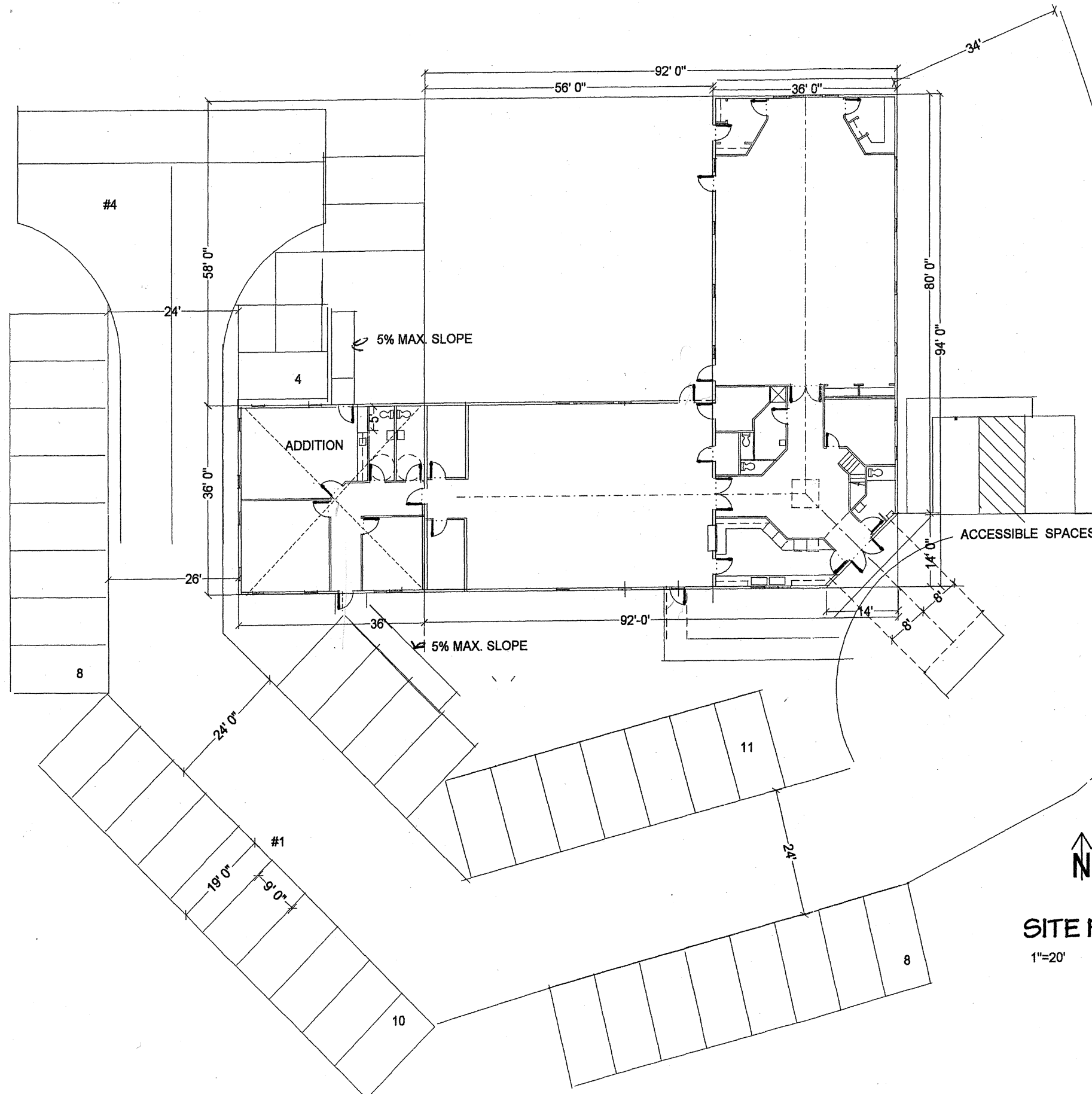
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PROPERTY LINE

NOTE
SEE ORIGINAL PERMIT @ CBJ
FOR ENTIRE PROPERTY &
OTHER DETAILS

- 47 spaces on this plan
- 43 Min. parking requirement
- USE CU87-10
- ESE 4/16/12



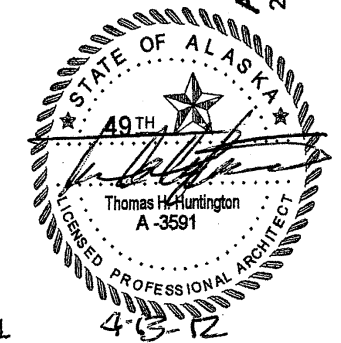
ACCESSIBLE SPACES

NOTES

- #1. PROVIDE 43-9'x19' PARKING PLAN WITH 24' DRIVEWAY PER ORIGINAL PERMIT (170) SANCTUARY SEATING
- #2 20' MINUM DRIVEWAY FOR TWO WAY TRAFFICE
- #3 (2) ACCESSIBLE SPACE PER CODE
- #4. PROVIDE FIRE TURN AROUND SPACE

N
SITE PLAN
1"=20'

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1 of 1
SITE
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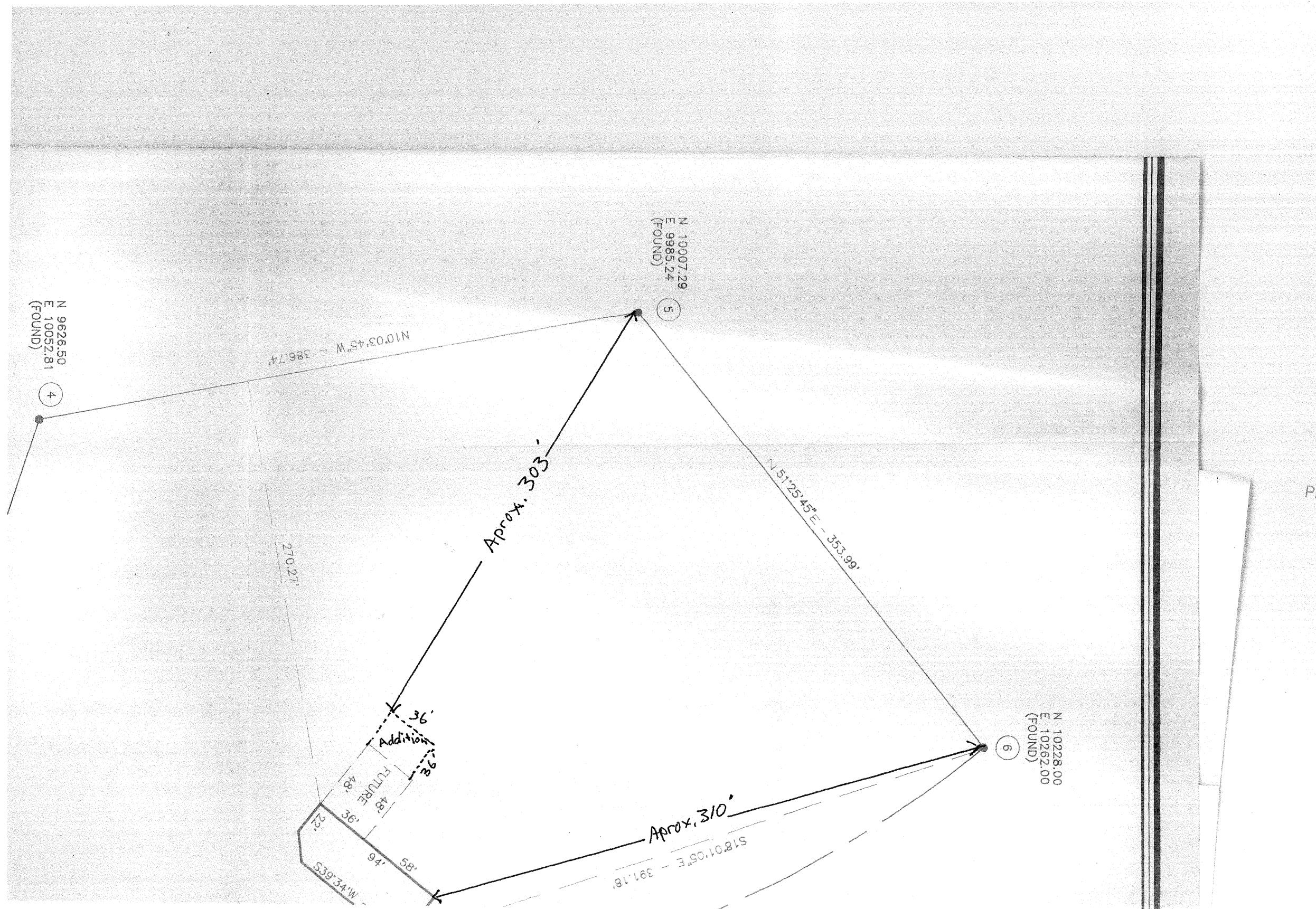


SITE
SCALE: 1"=50'

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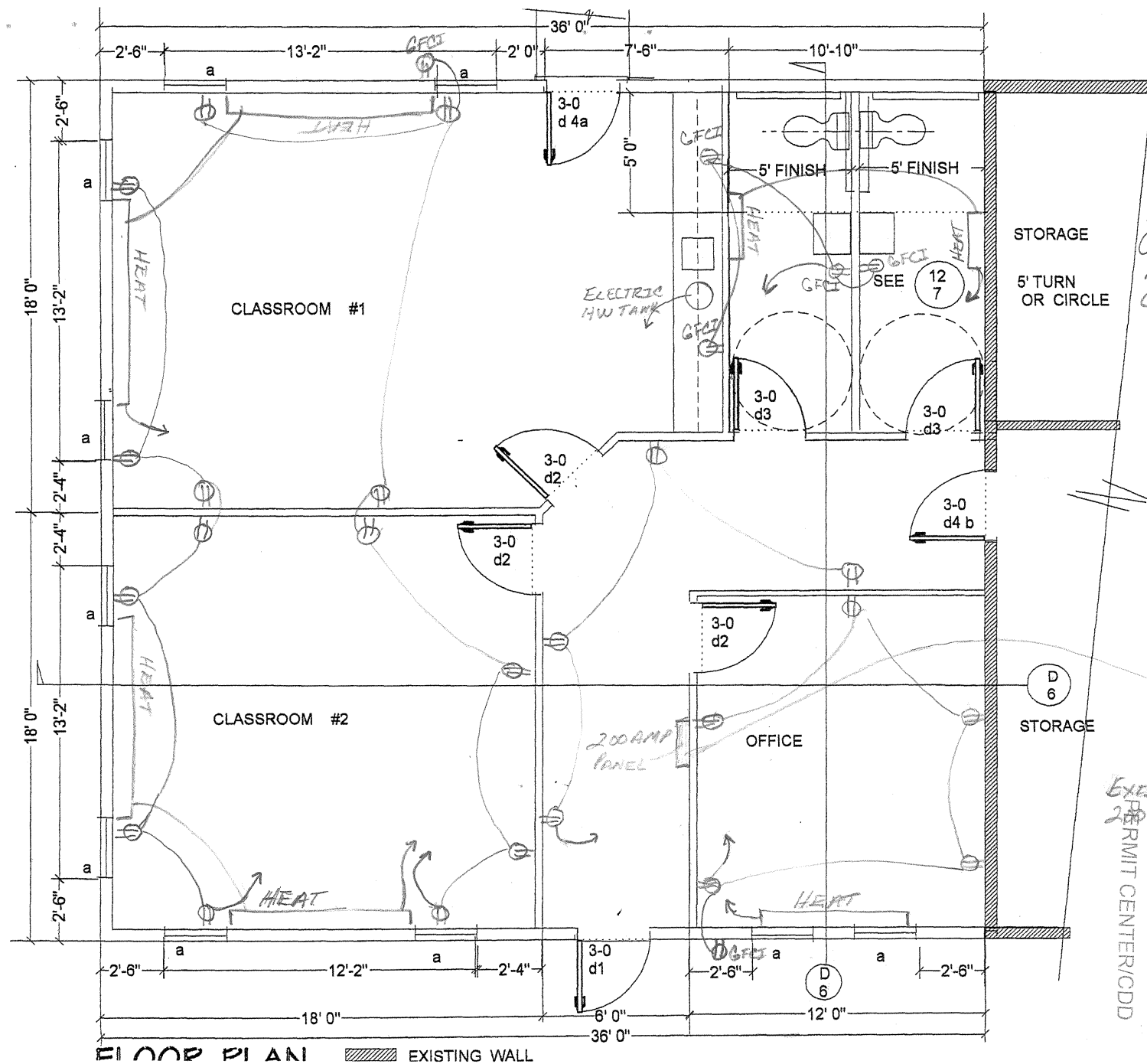
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Attachment K – BLD2012011 Plans



ALL ELECTRICAL
WILL MEET
CURRENT
ELECTRICAL
CODES

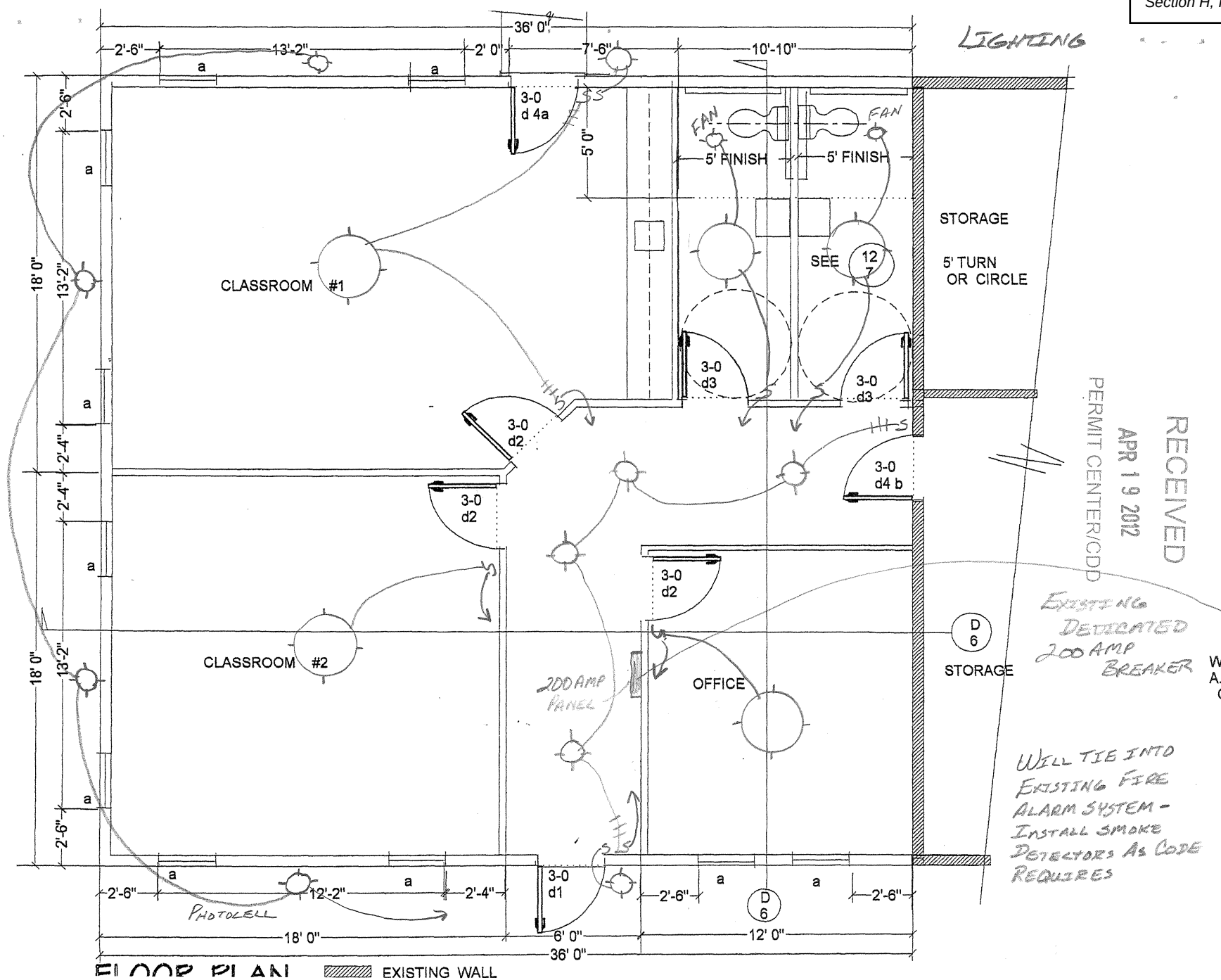
EXISTING DEDICATED
200 AMP BREAKER

22

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A.
C

Attachment K – BLD2012011 Plans



Attachment K – BLD2012011 Plans

3" vent to Roofline

Outside Hose Bib w/Vacuum Breaker

electric Hotwater Tank

CLASSROOM #1

CLASSROOM #2

OFFICE

DOOR SCL
d1. METAL
LEVER KE
INSULATE
BALL BEAR
d2. SOLID C
LEVER KE
SAFETY G
d3. SAME AS
PRIVACY I
d4a. EXISTIN
1 EXTERIO
d4b. NEW D
d4c. NEW PA
WALL STC

3" sewer

1/4" per foot

Fall to existing Building sewer w/ Required Clean-out

3/4" flex tubing

Cold water supply connected to existing

Copper

Pex tubing Branches for hot & cold supply

All plumbing to be supervised by Licensed administrator

RECEIVED

APR 19 2012

PERKINS CENTER/CDD

Certificate of Occupancy

City & Borough of Juneau, Alaska

This Certificate is issued pursuant to the requirements of CBJ Title 19.01 certifying that at the time of issuance, this structure was in compliance with the various ordinances of the City & Borough of Juneau regulating building construction or use for the following project:

St. Brendans church addition

Building Address: 4207 MENDENHALL LOOP RD

Occupancy Group: A-3*

Owner of Building: ST BRENDAN'S EPISCOPAL CHURCH
4207 MENDENHALL LOOP RD
JUNEAU AK 99801

Building Permit No. BLD20120211

Construction Type:

Code Edition: 2006 IBC

Occupant Load:

Sprinklers: Required Yes

Provided Yes

Legal Description of Building Lot:

USS 1529 FR

Building Official: Charlie Ford, BO



Signature

Parcel No: 5-B24-0-122-003-0

Date of Issuance: November 6, 2013

Post this Certificate in a conspicuous place for the duration of the stated occupancy.

CHECKLIST FOR
☒ CERTIFICATE OF OCCUPANCY
☐ TEMPORARY CERTIFICATE OF OCCUPANCY
Circle One: 30 Day TCO 60 Day TCO Other

Date: 11/4/13 Requested By (Inspector/Staff) SJS
Building Permit : BLD20120211
Site Address: 4207 MENDENHALL LOOP RD APN: 5B2401220030
Owner's Name: ST BRENDAN'S EPISCOPAL CHURCH
Project Description: St. Brendans church addition

☒ **Buildings:** Date: 11-4-13 Initials: SJS Comments:
OK Per CD

☒ **Engineering:** Date: 11/5/13 Initials: MRM Comments:
☐ AS BUILT APPROVED FOR FORM BY ENGINEERING Date: _____ Initials: _____
OK For C.O.

☒ **Zoning:** Date: 11/5/13 Initials: ESF Comments:
Good for C.O.

Fire — Approval SJS per Sean Pearson



Attachment M – 2023 Aerial Imagery



Assessor's Database

Current Owner

ST BRENDAN'S EPISCOPAL CHURCH

4207 MENDENHALL LOOP RD, JUNEAU AK 99801

Parcel #: 5B2401220030 ([Map](#))

Address: 4207 MENDENHALL
LOOP RD

Legal Desc. 1: USS 1529 FR

Legal Desc. 2:

Prev. Owner:

Site Value: \$562115.00

Building PV: \$0.00

Total PV: \$562115.00

Use Code: Church

Exempt: Religious Non-Profit

Zoning: -Single Family and
Duplex -7,000 sq.ft minimum
lot size -5 units per acre

Tax Year: 2024

No. of Units: 000

Year Built: 1989

Gross Liv. Area: 000000 sqft

Garage: No

Garage Area: 000000

Lot Size: 5.38

Last Trans: 00000000

City Water: Yes

City Sewer: Yes

Exempt Land: 562115

Exempt Building: 0

Exempt Total: 562115

Road/No Road: Roaded

Search the Database

Search the database using the search box below. The field accepts any search parameter (owner’s name, address, parcel number, year built, etc.).



PLANNING COMMISSION STAFF
CONDITIONAL USE PERMIT USE2025 0001
HEARING DATE: MARCH 11, 2025

(907) 586-0715

CDD_Admin@juneau.gov

www.juneau.org/community-development

155 Heritage Way • Juneau, AK 99801

DATE: February 27, 2025

TO: Mandy Cole, Chair, Planning Commission

BY: Irene Gallion, Senior Planner 

THROUGH: Jill Lawhorne, Director, AICP

PROPOSAL: Site plan revision: fire turnaround relocation.

STAFF RECOMMENDATION: Approval, no new conditions.

KEY CONSIDERATIONS FOR REVIEW:

- Proposal meets standards for fire apparatus turn-around.
- Snow removal surface area increased. Snow storage accommodated.

ALTERNATIVE ACTIONS:

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

ASSEMBLY ACTION REQUIRED:

Assembly action is not required for this permit.

STANDARD OF REVIEW:

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

INFORMATION	
Property Owner	Chilkat Vistas LLC
Applicant	Chilkat Vistas LLC
Property Address	Hillcrest Ave
Legal Description	CHILKAT VISTAS TR A3
Parcel Number	7B1001160015
Zoning	D15
Land Use Designation	Medium Density Residential (MDR, Map H)
Lot Size	92,914 square feet, 2.133 acres
Water/Sewer	CBJ
Access	Hooter Lane
Existing Land Use	Under development
Associated Applications	USE2024 0006

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

SITE FEATURES AND ZONING



SURROUNDING ZONING AND LAND USES	
North (ROW)	Hooter Lane
East (D15)	Residential
West (D15)	Residential/undeveloped
South (D5)	Residential

SITE FEATURES	
Anadromous	No
Flood Zone	Zone X, Panel 02110C 1551E
Hazard	None mapped
Hillside	Yes
Wetlands	No
Parking District	No
Historic District	No
Overlay Districts	Uran Mining Exclusion

BACKGROUND INFORMATION

Project Description – This application requests relocation of a previously-approved fire apparatus turn-around (Attachment A, B).

This report highlights the differences between the previously-approved project and the modification proposed.

Background – USE2024 0006 approved 48 three 16-unit apartment structures for a total of 48 single-room occupancies with private facilities. That decision and supporting documents are available for review here: <https://juneau.org/community-development/short-term-projects>

Construction of the project has begun under BLD2024 0543, which includes site preparation and construction of Building A. Permits for Building B (BLD2024 0544) and Building C (2024 0545) are in review as of this report.



Condition: No additional conditions.

Lighting – USE2024 0006 required a lighting plan submission before a building permit was issued. The condition has been met.

Condition: No additional conditions.

Vegetative Cover & Landscaping – Minimum vegetative cover is 30 percent in a D15 zone. The original proposal included approximately 62 percent vegetative cover. Reorientation of the fire apparatus turnaround has reduced vegetative cover to 61 percent.

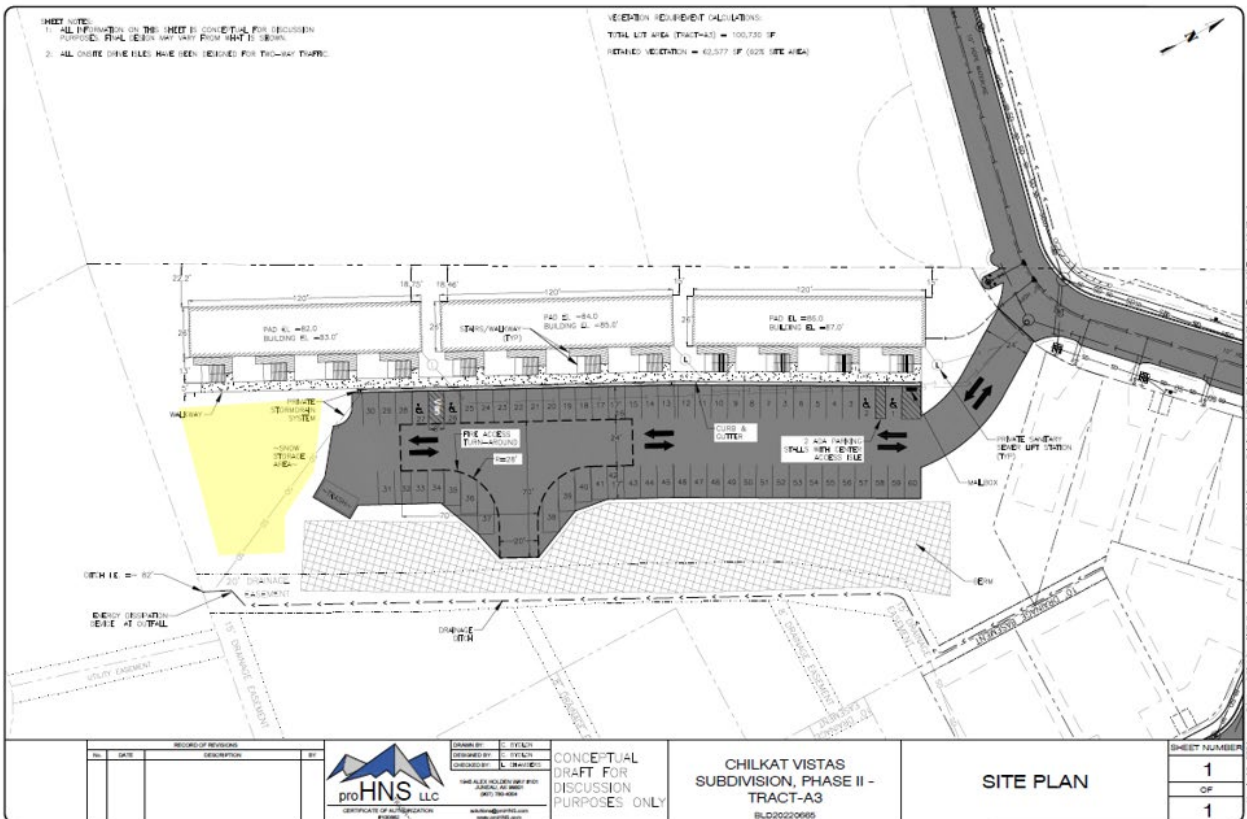
Condition: No additional conditions.

Habitat - No changes from USE2024 0006.

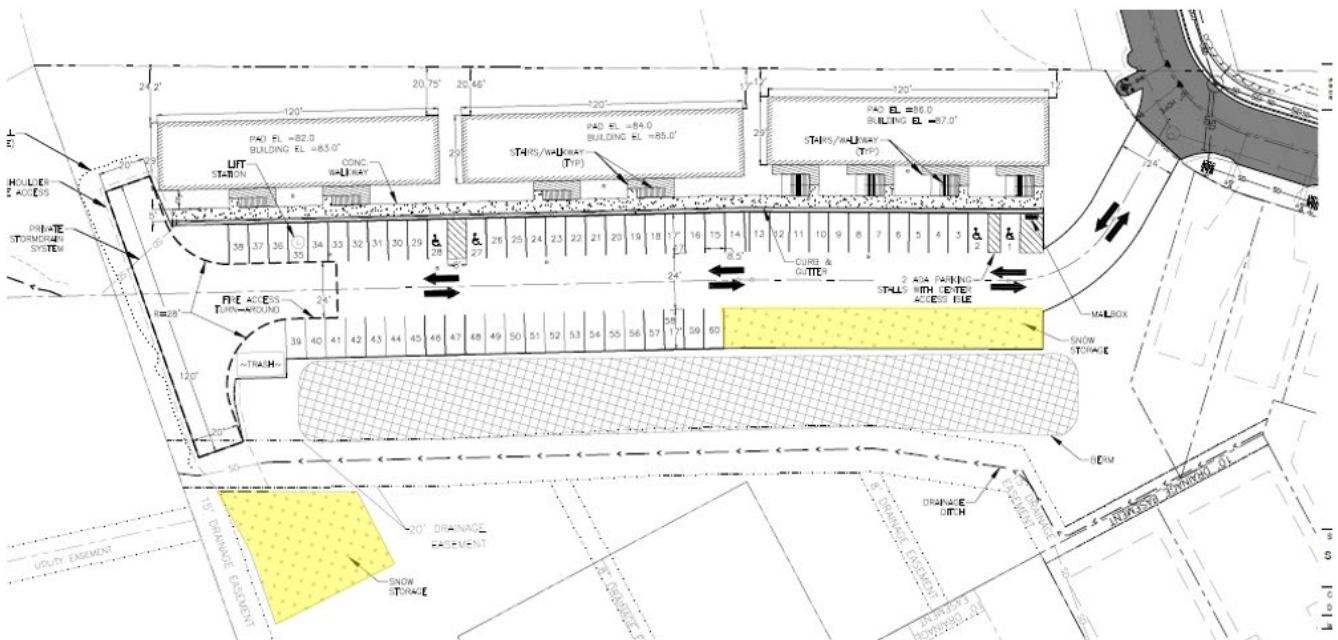
Condition: No additional conditions.

Drainage and Snow Storage – Snow storage has expanded from an approximately 4,600 square foot area to an approximately 4,900 square foot area.

Approved (**Attachment C**):



Proposed (Attachment B):



Approximately 2,300 square feet near the access for the development is a slope of approximately five percent, allowing snow to be stacked against the 20-foot berm that is intended to mitigate multi-family impacts on adjacent single-family structures. The developer says this is the primary snow storage area, making snow “easily accessible” for removal to another storage location if needed.

The second snow storage site is toward the southeast end of the project, providing an additional 2,600 square feet of storage. Like the primary snow storage area, slope is approximately five percent.

Juneau does not have a standard for snow storage size based on area cleared. Tahoe uses a 20 percent “rule of thumb.” Tahoe gets approximately 215 inches of snow in the average year, whereas Juneau gets 93.

Feature	Approved USE2024 0006	Proposed USE2025 0001
Area to be cleared	21,000 sf	26,000 sf
20% rule of thumb	4,200 sf	5,200 sf
Area provided	4,600 sf	4,900 sf

CBJ General Engineering reviewed proposed drainage.

Condition: No additional conditions.

Hazard Zones - No changes from USE2024 0006.

Condition: No additional conditions.

Public Health, Safety, and Welfare – The proposed relocation of fire apparatus turn-around does not materially endanger public health, safety or welfare.

Condition: No additional conditions.

Property Value or Neighborhood Harmony – No changes from USE2024 0006.

Condition: No additional conditions.

AGENCY REVIEW

CDD conducted an agency review comment period between January 2, 2025, and February 17, 2025, and received the following responses (**Attachment F**):

Agency	Summary
CDD Building Division	No comment.
Capital City Fire and Rescue	Acceptable.
CBJ E&PW General Engineering	Pending.

PUBLIC COMMENTS

CDD conducted a public comment period between January 29, 2025 and February 17, 2025. Public notice was mailed to property owners within 500 feet of the proposed development (**Attachment G**). A public notice sign was also posted on-site two weeks prior to the scheduled hearing (**Attachment H**). No public comments were received as of report publication.

CONFORMITY WITH ADOPTED PLANS

No changes from USE2024 0006.

FINDINGS

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

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

Analysis: The application focuses on the modification of fire apparatus turn-around from a design previously approved under USE2024 0006.

Finding: *Yes, the application is complete.*

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

Analysis: No change from USE2024 0006. The original application was for 48 SROs with private facilities. The use is listed at CBJ 49.25.300, Section 1.610.

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

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

Analysis: No change from USE2024 0006.

Finding: *Yes. With the originally-recommended conditions, the proposed development will comply with Title 49, including parking, lighting, vegetative cover, and habitat.*

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

Analysis: The proposed fire apparatus turn-around meets fire safety standards.

Finding: *No. The requested modification to fire apparatus turn-around will not materially endanger public health or safety.*

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

Analysis: No change from USE2024 0006.

Finding: *No. With appropriate conditions, the requested single-room occupancies with private facilities in a D15 zoning district are consistent with the value and harmony with the property in the neighboring area.*

6. Will the proposed development conform with the Land Use Plan, Thoroughfare Plan, or other officially adopted plans?

Analysis: No change from USE2024 0006.

Finding: *Yes. The proposed SROs with private facilities with the recommended conditions, will conform with the 2013 Comprehensive Plan, the 2015 Economic Development Plan, and the 2016 Housing Action Plan.*

RECOMMENDATION

Staff recommends the Planning Commission adopt the Director's analysis and findings and APPROVE the requested Conditional Use Permit. The permit would modify the location of the fire apparatus turn-around approved under USE2024-0006.

Conditions from USE2024 0006 have been completed.

1. Prior to Temporary Certificate of Occupancy, Hooter Lane must be accepted by the CBJ for maintenance.
2. Prior to TCO, a new plat of Chilkat Vistas Tract A3 must be recorded.
3. Prior to issuance of a building permit, the applicant shall submit a lighting plan illustrating the location and type of exterior lighting proposed for the development. Exterior lighting shall be designed and located to minimize offsite glare. Approval of the plan shall at the discretion of the Community Development Department, according to the requirements at CBJ 49.40.230(d).

STAFF REPORT ATTACHMENTS

Item	Description
Attachment A	Original application, accepted January 17, 2025.
Attachment B	Revised snow storage, received February 13, 2025.
Attachment C	Site plan approved under USE2024 0006.
Attachment D	Plat 2024-38, required under USE2024 0006.
Attachment E	General Requirements to Fire Apparatus Access, Hydrant & Signage
Attachment F	Agency Comments
Attachment G	Abutters Notice
Attachment H	Public Notice Sign



DEVELOPMENT PERMIT APPLICATION

NOTE: Development Permit Application forms must accompany all other Community Development Department land use applications.

To be completed by Applicant	PROPERTY LOCATION	
	Physical Address <u>1013 Hooter Lane</u>	
	Legal Description(s) (Subdivision, Survey, Block, Tract, Lot) <u>Chilkat Vistas Tract A3</u>	
	Parcel Number(s) <u>7B 1001160015</u>	
	☐ This property located in the downtown historic district ☐ This property located in a mapped hazard area, if so, which _____	
	LANDOWNER/ LESSEE	
	Property Owner <u>Chilkat Vistas LLC</u>	Contact Person <u>Mike Henneman</u>
	Mailing Address <u>Chilkat Vistas@gmail.com</u>	Phone Number(s) <u>971-261-8014</u>
	E-mail Address <u>P.O. Box 34024 99803</u>	
	LANDOWNER/ LESSEE CONSENT Required for Planning Permits, not needed on Building/ Engineering Permits	
I am (we are) the owner(s) or lessee(s) of the property subject to this application and I (we) consent as follows:		
A. This application for a land use or activity review for development on my (our) property is made with my complete understanding and permission.		
B. I (we) grant permission for officials and employees of the City and Borough of Juneau to inspect my property as needed for purposes of this application.		
X	<u>[Signature]</u>	<u>1-8-25</u>
	Landowner/Lessee Signature	Date
X	<u>[Signature]</u>	<u>1-8-25</u>
	Landowner/Lessee Signature	Date
NOTICE: The City and Borough of Juneau staff may need access to the subject property during regular business hours and will attempt to contact the landowner in addition to the formal consent given above. Further, members of the Planning Commission may visit the property before the scheduled public hearing date.		
APPLICANT If the same as OWNER, write "SAME"		
Applicant <u>SAME</u>		
Contact Person _____		
Mailing Address _____		
Phone Number(s) _____		
E-mail Address _____		
X	<u>[Signature]</u>	<u>1-8-25</u>
	Applicant's Signature	Date of Application

DEPARTMENT USE ONLY BELOW THIS LINE

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

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

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

Intake Initials <u>[Signature]</u>	Date Received <u>1/17/25</u>
Case Number <u>USE25-01</u>	



ALLOWABLE/CONDITIONAL USE PERMIT APPLICATION

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

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

PROJECT SUMMARY

Relocate Hammer Head Trail A3

TYPE OF ALLOWABLE OR CONDITIONAL USE PERMIT REQUESTED

- ☐ Accessory Apartment – Accessory Apartment Application (AAP)
☐ Use Listed in 49.25.300 – Table of Permissible Uses (USE)

Table of Permissible Uses Category: _____

IS THIS A MODIFICATION or EXTENSION OF AN EXISTING APPROVAL?

☒ YES – Case # *USE 24-06* ☐ NO

UTILITIES PROPOSED

WATER: ☒ Public ☐ On Site

SEWER: ☒ Public ☐ On Site

SITE AND BUILDING SPECIFICS

Total Area of Lot _____ square feet Total Area of Existing Structure(s) _____ square feet

Total Area of Proposed Structure(s) _____ square feet

EXTERNAL LIGHTING

Existing to remain ☐ No ☐ Yes – Provide fixture information, cutoff sheets, and location of lighting fixtures
 Proposed ☐ No ☐ Yes – Provide fixture information, cutoff sheets, and location of lighting fixtures

ALL REQUIRED DOCUMENTS ATTACHED

☐ Narrative including:

- ☐ Current use of land or building(s)
☐ Description of project, project site, circulation, traffic etc.
☐ Proposed use of land or building(s)
☐ How the proposed use complies with the Comprehensive Plan

If this is a modification or extension include:

- ☐ Notice of Decision and case number
☐ Justification for the modification or extension
☐ Application submitted at least 30 days before expiration date

☐ Plans including:

- ☒ Site plan
☐ Floor plan(s)
☐ Elevation view of existing and proposed buildings
☐ Proposed vegetative cover
☒ Existing and proposed parking areas and proposed traffic circulation
☐ Existing physical features of the site (e.g.: drainage, habitat, and hazard areas)

To be completed by Applicant

DEPARTMENT USE ONLY BELOW THIS LINE

ALLOWABLE/CONDITIONAL USE FEES		Check No.	Receipt	Date
	Fees			
Application Fees	\$ <i>4,000.00</i>			
Admin. of Guarantee	\$ _____			
Adjustment	\$ _____			
Pub. Not. Sign Fee	\$ <i>750</i>			
Pub. Not. Sign Deposit	\$ <i>8100</i>			
Total Fee	\$ <i>11,550.00</i>			

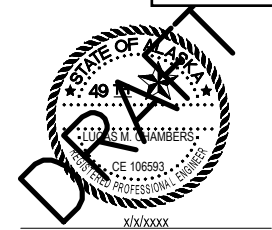
*3x16 units
Class IV*

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

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

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

Case Number	Date Received
<i>USE 25-01</i>	<i>1/17/25</i>



IF THE ABOVE DIMENSION DOES NOT MEASURE ONE INCH (1") EXACTLY, THIS DRAWING WILL HAVE BEEN ENLARGED OR REDUCED, AFFECTING ALL LABEL SCALES.

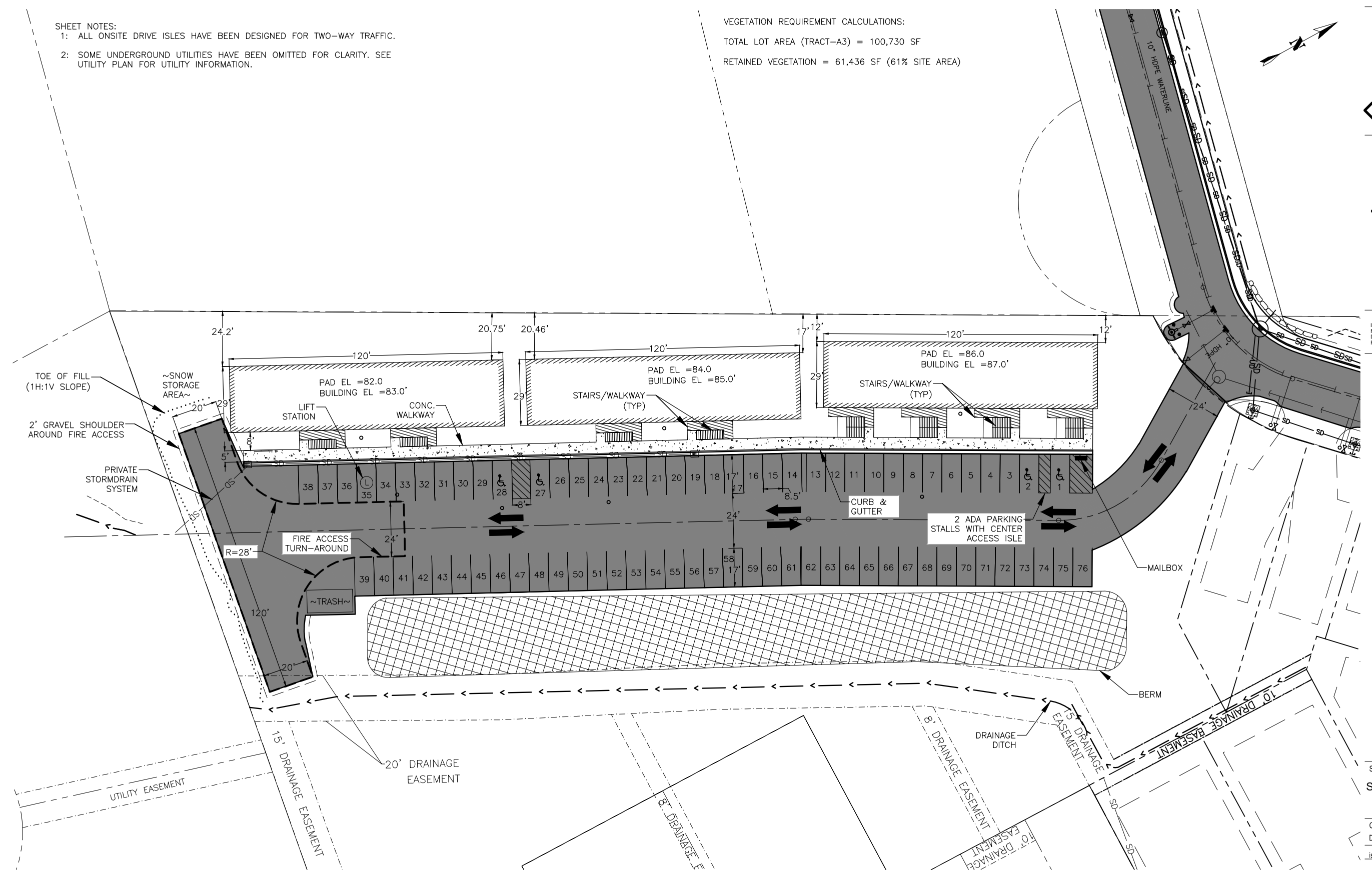
CHILKAT VISTAS HOUSING

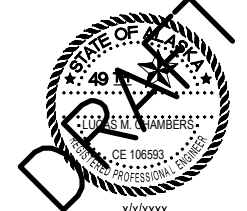
SHEET TITLE:		
SITE PLAN		
CHECKED	L. CHAMBERS	
DRAWN	C. BYDLON	
issue	date	description

SHEET # C0.0
ISSUE DATE 8/8/2024

SHEET NOTES:
1: ALL ONSITE DRIVE ISLES HAVE BEEN DESIGNED FOR TWO-WAY TRAFFIC.
2: SOME UNDERGROUND UTILITIES HAVE BEEN OMITTED FOR CLARITY. SEE UTILITY PLAN FOR UTILITY INFORMATION.

VEGETATION REQUIREMENT CALCULATIONS:
TOTAL LOT AREA (TRACT-A3) = 100,730 SF
RETAINED VEGETATION = 61,436 SF (61% SITE AREA)





IF THE ABOVE DIMENSION DOES NOT MEASURE ONE INCH (1") EXACTLY, THIS DRAWING WILL HAVE BEEN ENLARGED OR REDUCED, AFFECTING ALL LABEL SCALES.

CHILKAT VISTAS HOUSING

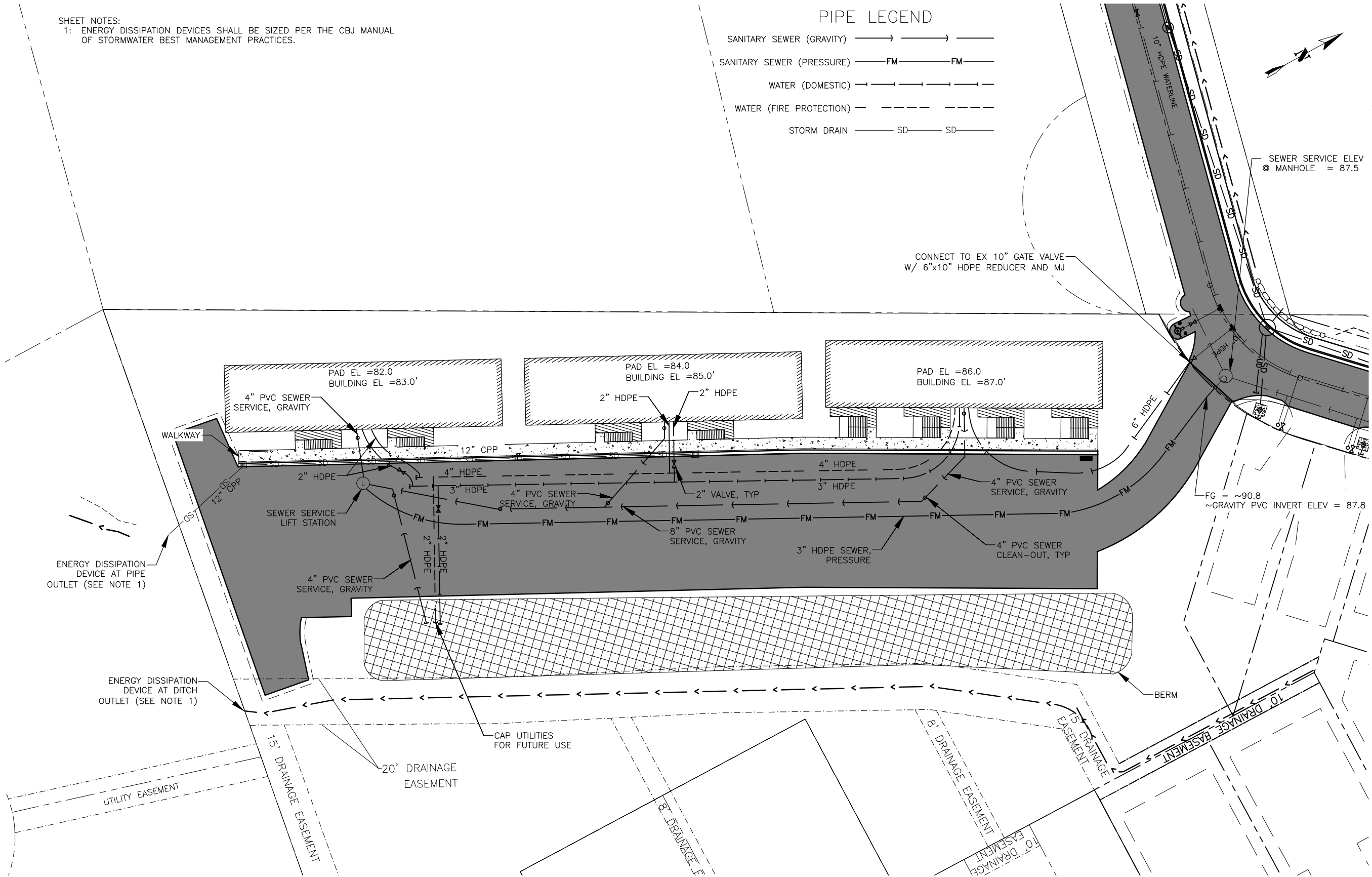
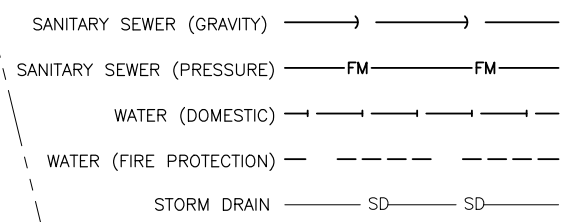
SHEET TITLE:		
UTILITY PLAN		
CHECKED	L. CHAMBERS	
DRAWN	C. BYDLON	
issue	date	description

SHEET # C1.0

ISSUE DATE 8/8/2024

SHEET NOTES:
1: ENERGY DISSIPATION DEVICES SHALL BE SIZED PER THE CBJ MANUAL OF STORMWATER BEST MANAGEMENT PRACTICES.

PIPE LEGEND

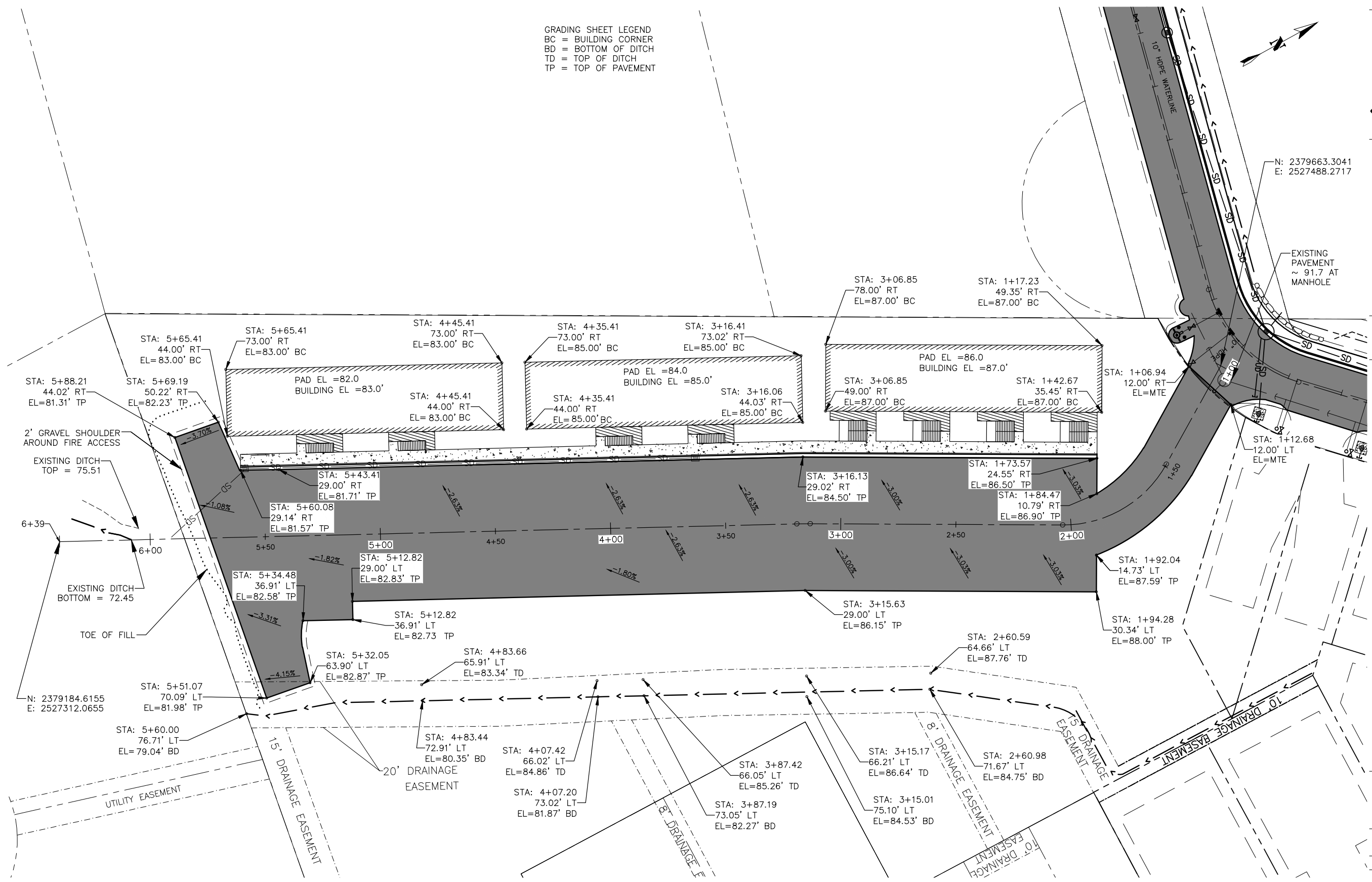


CHILKAT VISTAS HOUSING

CHECKED	L. CHAMBERS	
DRAWN	C. BYDLON	
issue	date	description

ISSUE DATE 8/8/2024

GRADING SHEET LEGEND
BC = BUILDING CORNER
BD = BOTTOM OF DITCH
TD = TOP OF DITCH
TP = TOP OF PAVEMENT

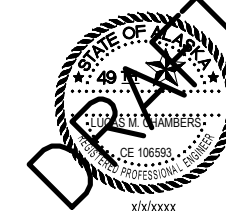


Chilkat Vistas LLC

1-9-25

Hammerhead Relocation Narrative:

The purpose of this application is to relocate the fire turnaround from the middle of the parking lot to the end of the parking lot on our Chilkat Vistas Tract A3 multifamily project. This will help preserve privacy for our uphill neighbors without any other negative impacts to the project. Parking and snow storage are preserved.



IF THE ABOVE DIMENSION DOES NOT MEASURE ONE INCH (1") EXACTLY, THIS DRAWING WILL HAVE BEEN ENLARGED OR REDUCED AFFECTING ALL LABEL SCALES

CHILKAT VISTAS HOUSING

SHEET TITLE:
SITE PLAN

CHECKED	L. CHAMBERS	
DRAWN	C. BYDLON	
issue	date	description

SHEET # C0.0

ISSUE DATE 8/8/2024

100

SHEET NOTES:

- 1: ALL ONSITE DRIVE ISLES HAVE BEEN DESIGNED FOR TWO-WAY TRAFFIC.
- 2: SOME UNDERGROUND UTILITIES HAVE BEEN OMITTED FOR CLARITY. SEE UTILITY PLAN FOR UTILITY INFORMATION.

VEGETATION REQUIREMENT CALCULATIONS:

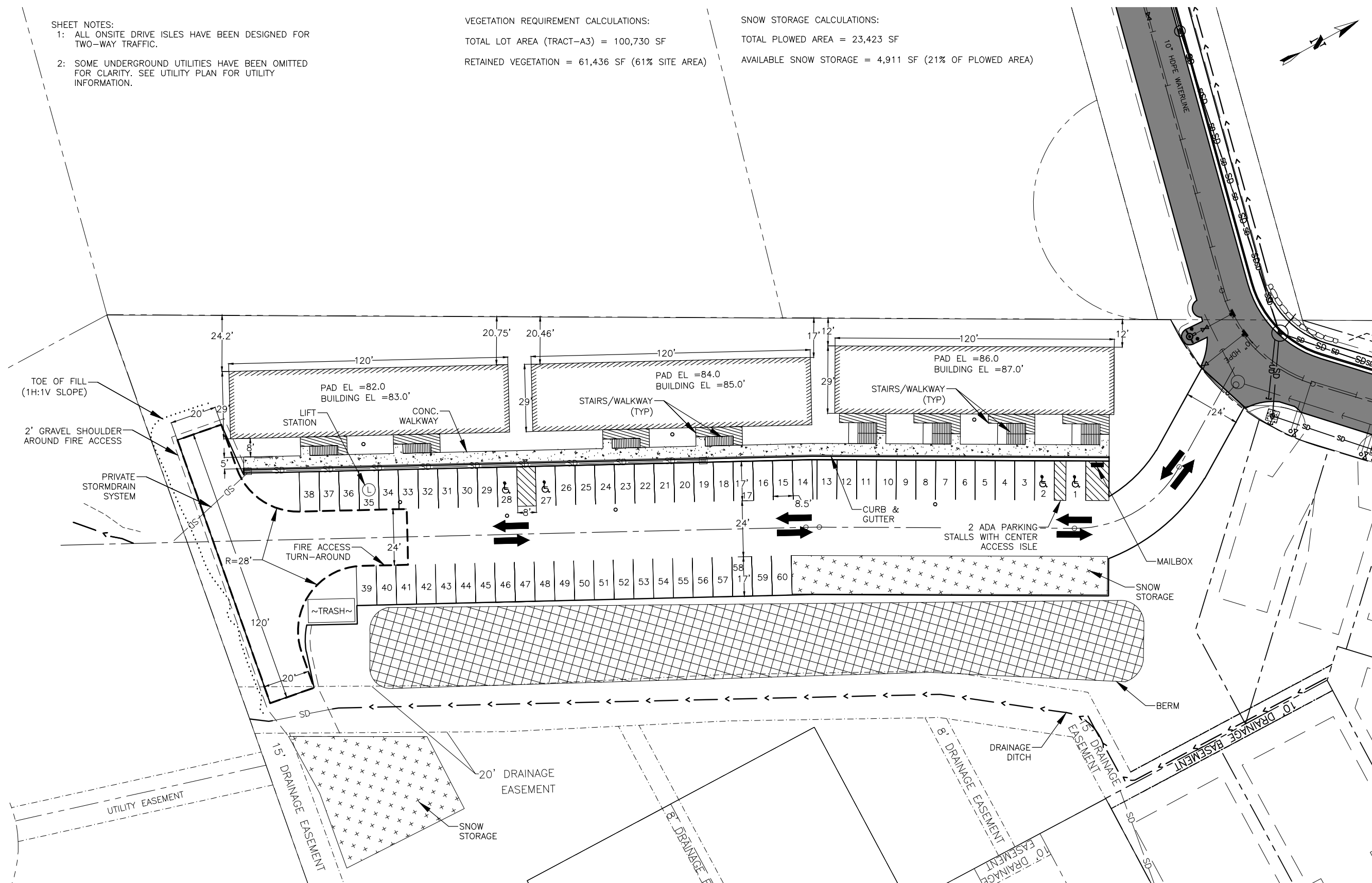
TOTAL LOT AREA (TRACT-A3) = 100,730 SF

RETAINED VEGETATION = 61,436 SF (61% SITE AREA)

SNOW STORAGE CALCULATIONS:

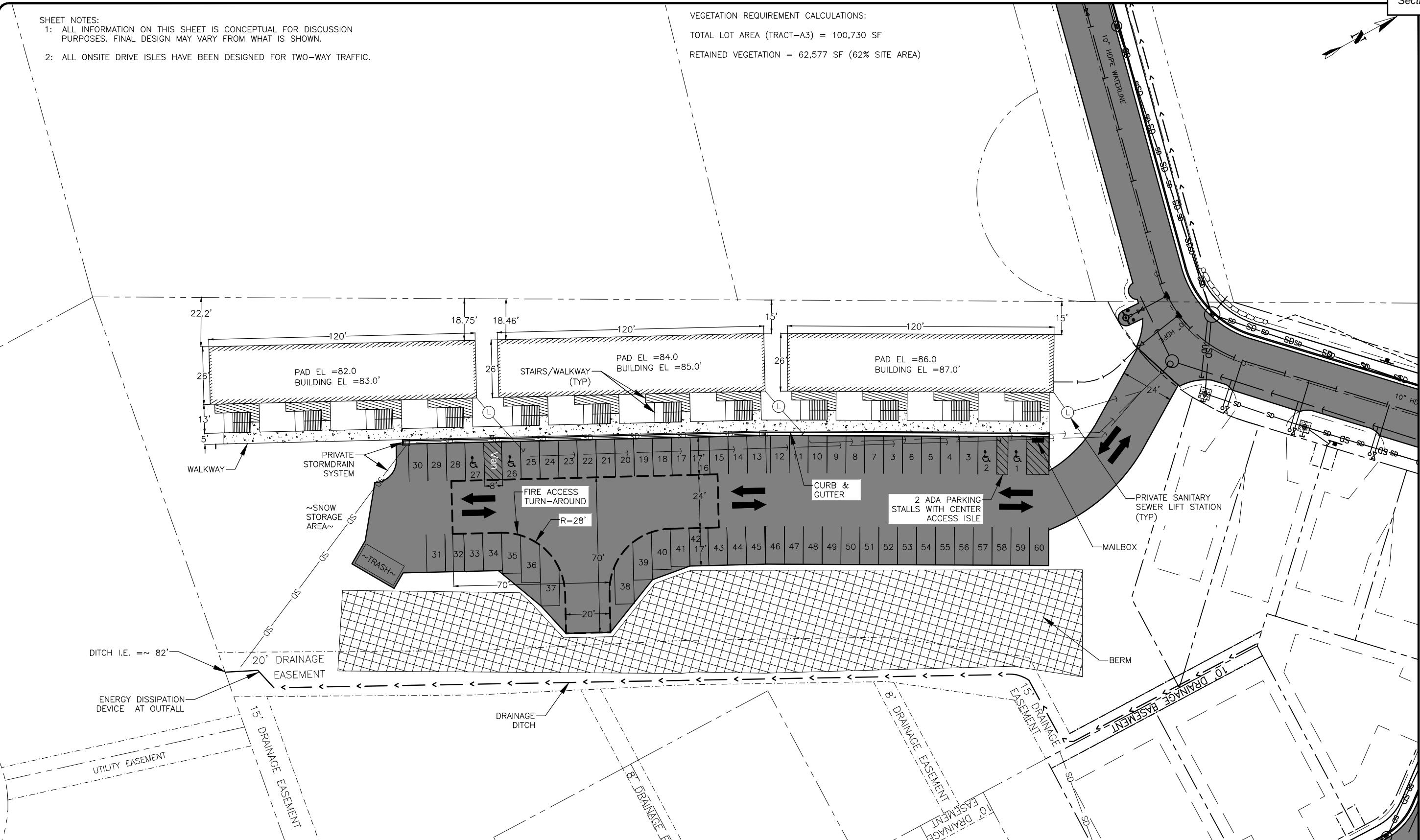
TOTAL PLOWED AREA = 23,423 SF

AVAILABLE SNOW STORAGE = 4,911 SF (21% OF PLOWED AREA)

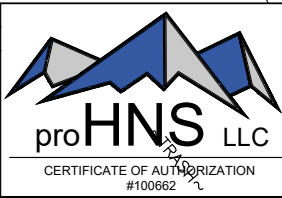


SHEET NOTES:
1: ALL INFORMATION ON THIS SHEET IS CONCEPTUAL FOR DISCUSSION PURPOSES. FINAL DESIGN MAY VARY FROM WHAT IS SHOWN.
2: ALL ONSITE DRIVE ISLES HAVE BEEN DESIGNED FOR TWO-WAY TRAFFIC.

VEGETATION REQUIREMENT CALCULATIONS:
TOTAL LOT AREA (TRACT-A3) = 100,730 SF
RETAINED VEGETATION = 62,577 SF (62% SITE AREA)



RECORD OF REVISIONS			
No.	DATE	DESCRIPTION	BY



DRAWN BY: C. BYDLON
DESIGNED BY: C. BYDLON
CHECKED BY: L. CHAMBERS
1945 ALEX HOLDEN WAY #101
JUNEAU, AK 99801
(907) 780-4004
solutions@proHNS.com
www.proHNS.com

CONCEPTUAL
DRAFT FOR
DISCUSSION
PURPOSES ONLY

CHILKAT VISTAS
SUBDIVISION, PHASE II -
TRACT-A3
BLD20220665

SITE PLAN

SHEET NUMBER	
1	OF
1	1

C:\Users\Chris\proHNS Dropbox\Projects\Juneau\Richland Manor Subdivision\C3D Richland Manor Subdivision\Tract-A3\Tract-A3 Plan.dwg March 13, 2024

BASIS OF BEARING:

THE BASIS OF BEARING FOR THIS PLAT IS THE RECORD BEARING OF S 89° 52'00" E AS DELINEATED ON THE OFFICIAL PLAT OF US SURVEY 4807 SUBDIVISION, APPROVED 23 MARCH 1965, BETWEEN FOUND PRIMARY MONUMENTS WHICH MARK CORNER 1 AND CORNER 2, US SURVEY 4807 AS SHOWN ON THIS PLAT.

CERTIFICATE OF PLAT APPROVAL

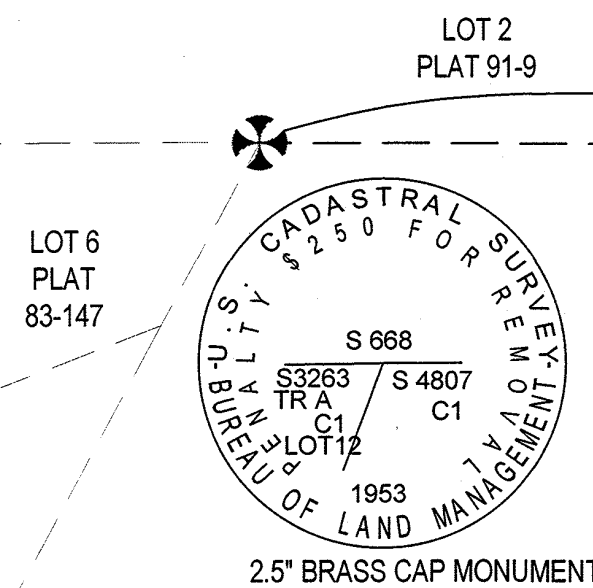
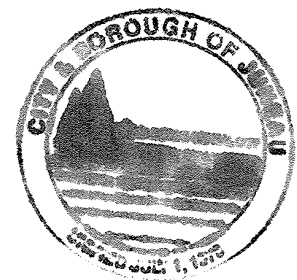
I HEREBY CERTIFY THAT THE PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH TITLE 49 OF THE CODE OF THE CITY AND BOROUGH OF JUNEAU AND IS APPROVED BY THE CITY AND BOROUGH OF JUNEAU DEPARTMENT OF COMMUNITY DEVELOPMENT FOR RECORDING IN THE OFFICE OF THE JUNEAU RECORDING DISTRICT, JUNEAU, ALASKA.

DATED September 25 2024

[Signature]
JULIA WHORNE, DIRECTOR
DEPARTMENT OF COMMUNITY DEVELOPMENT
CITY AND BOROUGH OF JUNEAU

ATTEST:

[Signature]
CLERK, CITY AND BOROUGH OF JUNEAU

**CORPORATE OWNERSHIP CERTIFICATE:**

I HEREBY CERTIFY THAT CHILKAT VISTAS, LLC, IS THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I, AS MANAGER, HEREBY ADOPT THIS PLAT OF SUBDIVISION WITH MY FREE CONSENT, AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO THE PUBLIC OR PRIVATE USE AS NOTED.

DATE: September 24 2024

[Signature]
MICHAEL P. HEUMANN, MANAGER
CHILKAT VISTAS, LLC

NOTARY ACKNOWLEDGEMENT:

UNITED STATES OF AMERICA)

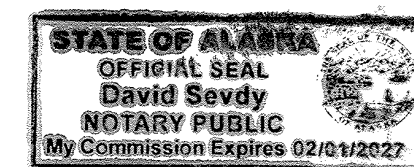
STATE OF ALASKA)

THIS IS TO CERTIFY THAT ON THIS 24 DAY OF September, 2024, BEFORE ME THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED MICHAEL P. HEUMANN, TO ME KNOWN AND KNOWN TO ME TO BE THE PERSON HE REPRESENTS HIMSELF TO BE AND THE MANAGER OF CHILKAT VISTAS, LLC WHO ACKNOWLEDGED TO ME THAT HE EXECUTED THE FOREGOING INSTRUMENT AS THE FREE ACT AND DEED OF THE SAID CORPORATION FOR THE PURPOSES THEREIN MENTIONED, BEING FULLY AUTHORIZED TO DO SO.

WITNESS MY HAND AND OFFICIAL SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST ABOVE WRITTEN.

[Signature]
NOTARY PUBLIC FOR ALASKA

02/01/2027
MY COMMISSION EXPIRES:

**TYPICAL SET MONUMENT DETAIL****NOTES:**

- THE ERROR OF CLOSURE OF THIS SURVEY DOES NOT EXCEED 1:10,000.
- ALL DISTANCES ARE MEASURED IN U.S. SURVEY FEET.

3) RECORD INFORMATION DERIVED FROM THE OFFICIAL PLAT OF US SURVEY 3263; US SURVEY 4807, PLAT OF SUBDIVISION OF LOTS 9 AND 10 US SURVEY 3263 TRACT A PLAT NO. 298 RECORDED 9 AUGUST 1961; MOUNTAINSIDE SUBDIVISION PLAT NO. 83-146 RECORDED 23 SEPTEMBER 1983; FAIRWEATHER SUBDIVISION PLAT NO. 83-147 RECORDED 23 SEPTEMBER 1983; DESERT SUBDIVISION PLAT NO. 91-9 RECORDED 28 FEBRUARY 1991; MOUNTAINSIDE SUBDIVISION II PLAT NO. 88-39 RECORDED 28 DECEMBER 1988; RICHLAND MANOR SUBDIVISION PLAT NO. 97-47 RECORDED 24 JULY 1997; VANDERBILT HILL SUBDIVISION PLAT NO. 99-52 RECORDED 29 OCTOBER 1999; A PLAT OF RESUBDIVISION OF LOT 1 CHILKAT VIEW SUBDIVISION PLAT NO. 2003-23; RECORDED 9 SEPTEMBER 2003; CHILKAT VIEW SUBDIVISION II PLAT NO. 2005-20 RECORDED 20 APRIL 2005; A PLAT OF FALLING TREE SUBDIVISION PLAT NO. 2009-18 RECORDED 7 JULY 2009; PLAT OF LOT 2A, CHILKAT VIEW SUBDIVISION II AND TRACT 1A1, US SURVEY 3246 PLAT NO. 2015-41 RECORDED 6 OCTOBER 2015; RAVENWOOD SUBDIVISION PLAT NO. 2019-3 RECORDED 28 JANUARY 2019; CHILKAT VISTAS SUBDIVISION PHASE 1 PLAT NO. 2020-27 RECORDED 11 AUGUST 2020; CHILKAT VISTAS SUBDIVISION PHASE 2 PLAT NO. 2023-7 RECORDED 13 MARCH 2023; AMENDED CHILKAT VISTAS SUBDIVISION PHASE 2 PLAT NO. 2024-5 RECORDED 21 FEBRUARY 2024; EASEMENT AGREEMENT RECORDED 25 JULY 2024 DOCUMENT NUMBER 2024-002381-0 ON FILE WITH THE ALASKA DEPARTMENT OF NATURAL RESOURCES RECORDERS OFFICE IN THE JUNEAU RECORDING DISTRICT.

4) WHERE DIFFERENT FROM RECORD OR CALCULATED, RECORD DIMENSIONS ARE SHOWN IN PARENTHESIS AND REFERENCED TO A RECORDED PLAT (R#).

5) DOMESTIC WATER & SANITARY SEWER PROVIDED BY THE CITY AND BOROUGH OF JUNEAU PUBLIC UTILITIES.

6) SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

7) WETLANDS MAY EXIST ON PARTS OF THIS SUBDIVISION. SPECIAL REGULATIONS MAY APPLY PER 49.15.411(i). WETLANDS DELINEATED BY KOREN BOSWORTH NOVEMBER 2018

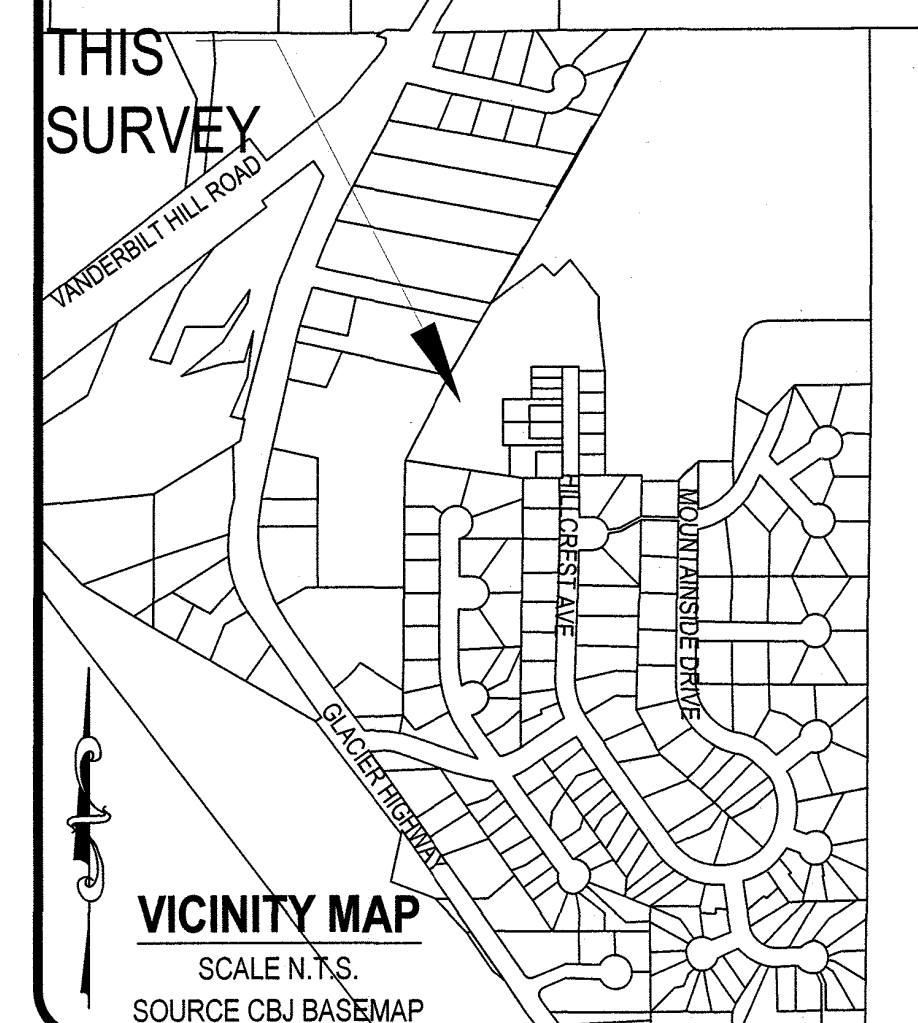
8) OTHER THAN SHOWN, THERE IS AN IMPLIED PRIVATE DRAINAGE EASEMENT ALONG ALL SIDE PROPERTY LINES WITHIN THE SUBDIVISION BEING 10 FEET IN WIDTH CENTERED ON EACH ADJOINING PROPERTY LINE.

9) AT THE TIME OF PLAT RECORDING, STRUCTURES ON LOT 24A WERE LIMITED TO ONE 1,000 SQUARE FOOT DETACHED SINGLE-FAMILY RESIDENCE PER LOT; OTHER RESTRICTIONS APPLY AS WELL. SEE THE CITY & BOROUGH OF JUNEAU LAND USE CODE FOR CURRENT REGULATIONS.

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR REGISTERED IN THE STATE OF ALASKA, AND THAT THIS PLAT REPRESENTS THE SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, THAT THE ACCURACY OF THE SURVEY IS WITHIN THE LIMITS REQUIRED BY TITLE 49 OF THE CODE OF THE CITY AND BOROUGH OF JUNEAU, THAT ALL DIMENSIONS AND RELATIVE BEARINGS ARE CORRECT AND THAT MONUMENTS ARE SET IN PLACE AND NOTED UPON THIS PLAT AS PRESENTED.

DATED: 13 SEPTEMBER 2024

**LEGEND:**

- BLM PRIMARY MONUMENT RECOVERED
- JW BEAN 3650-S PRIMARY MONUMENT RECOVERED
- CHILKAT SURVEYING PRIMARY MONUMENT RECOVERED
- 12314-S SECONDARY MONUMENT RECOVERED
- SECONDARY MONUMENT SET THIS SURVEY

PROPERTY LINES

UNSURVEYED LINES

EASEMENT BOUNDARY

VACATED BOUNDARY

- (N 45°11' W)R1 RECORD INFORMATION FROM US SURVEY 4807
- (N45°04'15" W)R2 RECORD INFORMATION FROM PLAT No. 83-146
- (S00°06'33" W)R3 RECORD INFORMATION FROM PLAT No. 97-47
- (S00°06'33" W)R4 RECORD INFORMATION FROM PLAT No. 2020-27
- ELECTRICAL EASEMENT PLAT 2023-07

1"=80'

0 80 160 240 320

A PLAT OF
TRACT A3A LOT 18A AND LOT 24A

A LOT LINE ADJUSTMENT OF TRACT A3, LOT 18 AND LOT 24
CHILKAT VISTAS SUBDIVISION PHASE 2
A FRACTION OF US SURVEY 4807
WITHIN THE CITY AND BOROUGH OF JUNEAU, ALASKA
JUNEAU RECORDING DISTRICT

STATE RECORDERS OFFICE AT ANCHORAGE

CHILKAT SURVEYING & MAPPING, LLC
10654 PORTER LANE JUNEAU, ALASKA 99801
907-957-1908 COA #164023

OWNERS
CHILKAT VISTAS, LLC
PO BOX 34024 JUNEAU, ALASKA 99803

MIP:
2024-0004

SCALE:
1" = 80'

DATE:
13 SEPTEMBER 2024

SHEET NO.
1 OF 1

Juneau Recording District PL 2024-38



Treasury Division
155 S Seward St
Juneau AK 99801
907.586.5215 x4907 Phone
907.586.5367 Fax

CERTIFICATION OF TAXES AND ASSESSMENTS PAID

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

CHILKAT VISTAS LLC

Current Owner

CHILKAT VISTA TR A3

Legal Description

7B1001160014

Parcel Code Number

and that, all Real Property taxes and assessments levied by the City and Borough of Juneau against said Real Property have been paid in full. If approval is sought between January 1 and the date of levy, there is on deposit with the Treasury Department an amount sufficient to pay Real Property tax for the current year based on current available information; however, owner remains responsible for the balance of any taxes owed when billing occurs on July 1, 2023.

Ruth Kostik

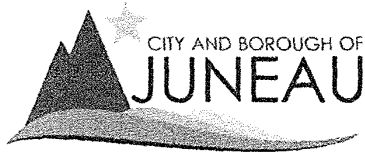
July 11, 2024

Date

This Certification of Payment of Taxes is valid through December 31, 2024

Certificate of Taxes Paid (Pending)

Juneau Recording District PL 2024-38



Treasury Division
155 S Seward St
Juneau AK 99801
907.586.5215 x4907 Phone
907.586.5367 Fax

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CHILKAT VISTAS LLC

Current Owner

CHILKAT VISTA LT 18

Legal Description

7B1001200180

Parcel Code Number

and that, all Real Property taxes and assessments levied by the City and Borough of Juneau against said Real Property have been paid in full. If approval is sought between January 1 and the date of levy, there is on deposit with the Treasury Department an amount sufficient to pay Real Property tax for the current year based on current available information; however, owner remains responsible for the balance of any taxes owed when billing occurs on July 1, 2023.

Ruth Kosyk

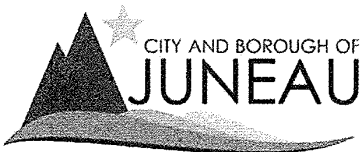
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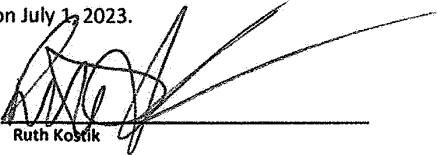
CHILKAT VISTAS LLC

Current Owner
CHILKAT VISTA LT 24

Legal Description
7B1001200240

Parcel Code Number

and that, all Real Property taxes and assessments levied by the City and Borough of Juneau against said Real Property have been paid in full. If approval is sought between January 1 and the date of levy, there is on deposit with the Treasury Department an amount sufficient to pay Real Property tax for the current year based on current available information; however, owner remains responsible for the balance of any taxes owed when billing occurs on July 1, 2023.



Ruth Koslik

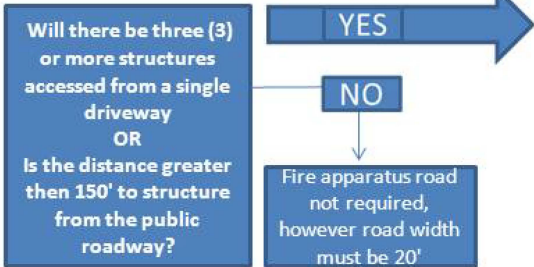
July 11, 2024

Date

This Certification of Payment of Taxes is valid through December 31, 2024

Certificate of Taxes Paid (Pending)

General Requirements to
Fire Apparatus Access,
Hydrant & Signage



As each situation may present unique circumstances, other conditions may need to be met. These include but are not limited to:

- Commercial and industrial developments
 - Aerial fire apparatus access roads
- Multiple-Family Residential Developments
 - Increased fire-flow and hydrant requirements

For further information, please contact



Capital City Fire Rescue
Fire Marshal's Office
820 Glacier Avenue
Juneau, AK 99801
(907) 586-5322 / FAX: (907)586-8323

FIRE APPARATUS ROAD REQUIRED

- ☐ **REQUIRED:** Approved driving surface designed to be capable of supporting a minimum apparatus weight of 75,000 lbs. (IFC 2009 D102.1)
- ☐ **REQUIRED:** Apparatus road shall not exceed 10% in grade unless approved by the fire chief. (IFC 2009 D103.1)
- ☐ **REQUIRED:** Road width shall be a minimum of 20'. If the distance from the public roadway to the structure is greater than 500', road width shall be increased to 26' (IFC 2009 D103.4)

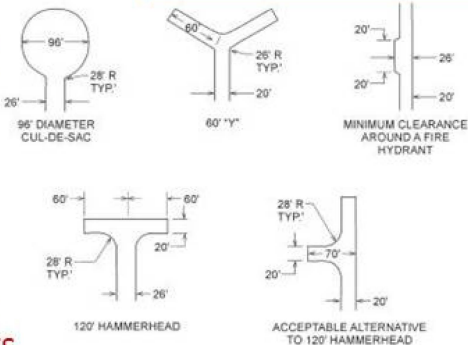


SIGNAGE

- ☐ **REQUIRED:** "No Parking – Fire Lane" signage (IFC 2009 D103.6)

TURNAROUND

- ☐ **REQUIRED:** An approved fire apparatus turnaround such as a hammerhead, "Y", or cul-de-sac is required. (IFC 2009 103.4)



FIRE HYDRANTS

- ☐ **REQUIRED:** Hydrants supplying 1750 gpm or less, shall be located such that all points on streets and access roads adjacent to a building have a maximum distance of 250' from access road frontage to nearest hydrant. This distance shall be reduced by 50' for dead-end streets or roads. (IFC 2009 C105.1)
- ☐ **REQUIRED:** Minimum road width at hydrant shall be 26' (See minimum clearance around fire hydrant diagram) (IFC 2009 C103.1)

Irene Gallion

From: Irene Gallion
Sent: Tuesday, January 28, 2025 10:42 AM
To: Bridget LaPenter
Subject: FW: Tract A3 Apartments site plan revision
Attachments: APP_USE25-01.pdf

Hi Bridget, did you have any GE concerns on this one? (Application attached)

From: Theresa Ross <Theresa.Ross@juneau.gov>
Sent: Thursday, January 2, 2025 3:13 PM
To: Irene Gallion <Irene.Gallion@juneau.gov>
Subject: RE: Tract A3 Apartments site plan revision

That should be just fine, it has the 120' x 20'

Thanks!

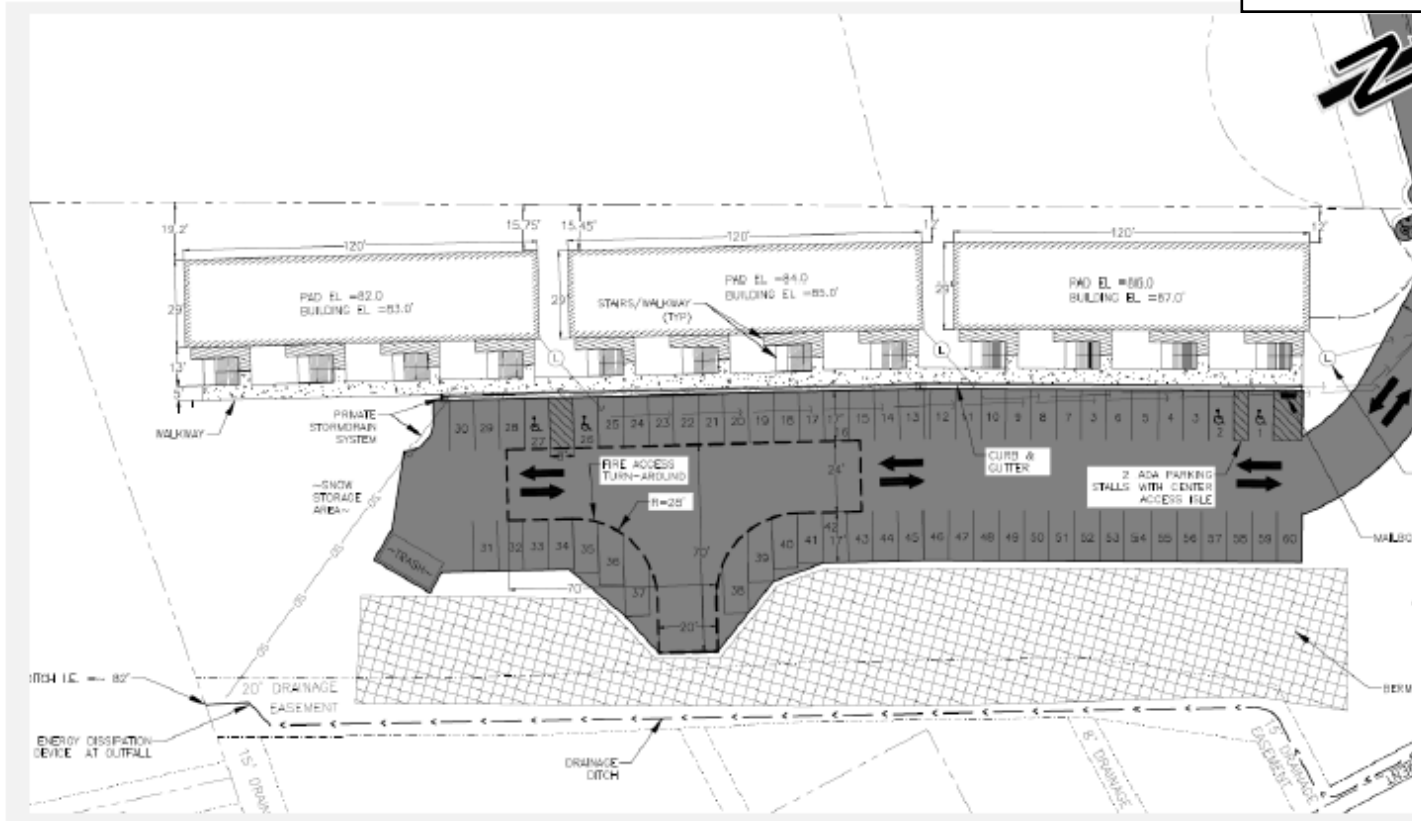
Theresa Ross, Fire Marshal
 Capital City Fire Rescue
 820 Glacier Avenue
 Juneau AK 99801
 907-586-5322 ext. 4323
<https://www.juneau.org/fire>



From: Irene Gallion <Irene.Gallion@juneau.gov>
Sent: Thursday, January 2, 2025 2:53 PM
To: Theresa Ross <Theresa.Ross@juneau.gov>
Subject: FW: Tract A3 Apartments site plan revision

Hi Theresa,

See attached for a proposed modification to an approved apartment complex fire turnaround. The original is screen printed below.



The proposal moves the turn-around to the south part of the lot.

Do you have any concerns? I am concerned that part of it is in a drainage easement, and that the trash bin is so close to the turn radius.

IMG

From: chilkatvistas@gmail.com <chilkatvistas@gmail.com>

Sent: Thursday, January 2, 2025 12:14 PM

To: Bridget LaPenter <Bridget.LaPenter@juneau.gov>; Irene Gallion <Irene.Gallion@juneau.gov>

Cc: chris@prohns.com

Subject: Tract A3 Apartments site plan revision

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

Hi Bridget and Irene,

We'd like to relocate the hammerhead on this project. Our engineering shows its possible to do and maintain parking spaces etc. What process do we need to follow to make this modification? Does this have to go back to the PC?

Thanks!

Mike Heumann
Chilkat Vistas LLC
(971) 261-8014

Irene Gallion

From: Jeffrey Hedges
Sent: Tuesday, January 28, 2025 1:44 PM
To: Irene Gallion
Subject: RE: Tract A3 Apartments site plan revision

Hey,

I think Fire and or Streets would be the only ones with concerns.

Thanks,

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



Fostering excellence in development for this generation and the next.

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

From: Irene Gallion <Irene.Gallion@juneau.gov>
Sent: Tuesday, January 28, 2025 11:04 AM
To: Jeffrey Hedges <Jeffrey.Hedges@juneau.gov>
Subject: FW: Tract A3 Apartments site plan revision

Hi Jeff,

Chilkat Apartments are proposing relocation of the fire turnaround per attached. Let me know if you have concerns from the BLD side, thanks!

From: Irene Gallion <Irene.Gallion@juneau.gov>
Sent: Tuesday, January 28, 2025 10:42 AM
To: Bridget LaPenter <bridget.lapenter@juneau.gov>
Subject: FW: Tract A3 Apartments site plan revision

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Theresa Ross, Fire Marshal
Capital City Fire Rescue
820 Glacier Avenue
Juneau AK 99801
907-586-5322 ext. 4323
<https://www.juneau.org/fire>



From: Irene Gallion <Irene.Gallion@juneau.gov>

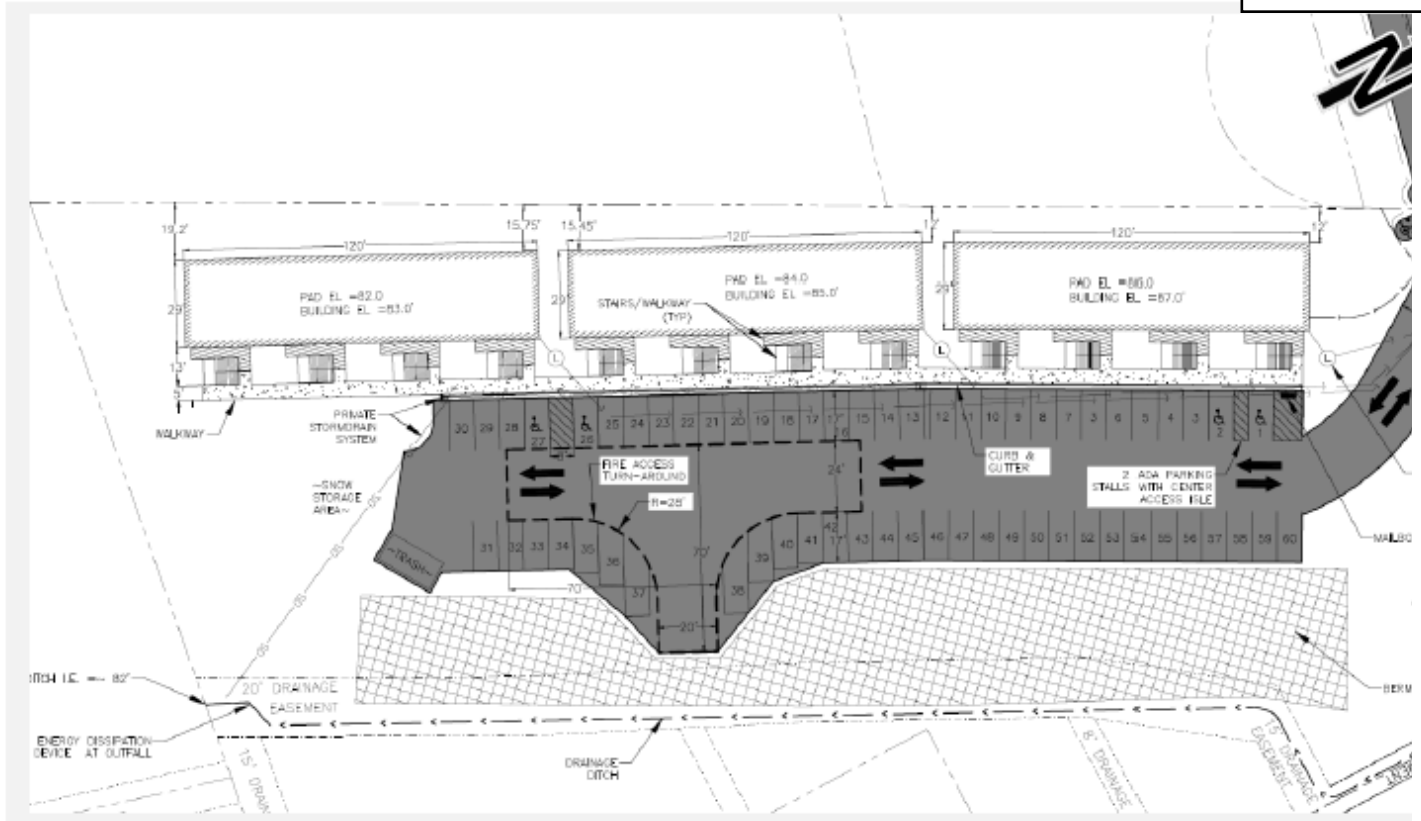
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Subject: FW: Tract A3 Apartments site plan revision

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Cc: chris@prohns.com

Subject: Tract A3 Apartments site plan revision

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Mike Heumann
Chilkat Vistas LLC
(971) 261-8014

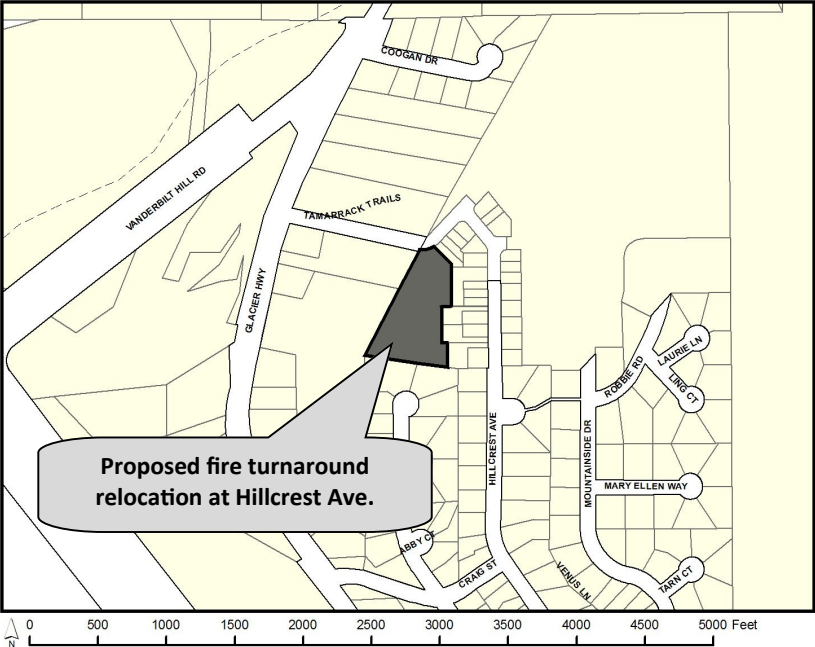
Invitation to Comment

On a proposal to be heard by the CBJ Planning Commission

Your Community, Your Voice



TO



A Conditional Use Permit has been submitted for consideration and public hearing by the Planning Commission for a **fire turnaround relocation** at **Hillcrest Avenue** in a **D15** zone.

PROJECT INFORMATION:

Project Information can be found at:
<https://juneau.org/community-development/short-term-projects>

PLANNING COMMISSION DOCUMENTS:

Staff Report expected to be posted **Monday, March 3, 2025** at
<https://juneau.org/community-development/planning-commission>
Find hearing results, meeting minutes, and more here, as well.

Now through Feb. 20	Feb. 21— noon, March 7	HEARING DATE & TIME: 6:00 pm, March 11,2025	March 12
Comments received during this period will be sent to the Planner, Irene Gallion , to be included as an attachment in the staff report.	Comments received during this period will be sent to Commissioners to read in preparation for the hearing.	This meeting will be held in person and by remote participation. For remote participation: join the Webinar by visiting https://juneau.zoom.us/j/85421744892 and use the Webinar ID: 854 2174 4892 OR join by telephone, calling: 1-253-215-8782 and enter the Webinar ID (above). You may also participate in person in City Hall Assembly Chambers, 155 Heritage Way Juneau, Alaska.	The results of the hearing will be posted online.
FOR DETAILS OR QUESTIONS, Phone: (907)586-0753 ext. 4130 Email: pc_comments@juneau.gov or Irene.Gallion@juneau.gov Mail: Community Development, 155 Heritage Way, Juneau AK 99801		Case No.: USE2025 0001 Parcel No.: 7B1001160015 CBJ Parcel Viewer: http://epv.juneau.org	

Irene Gallion

From: Chilkat Vistas <chilkatvistas@gmail.com>
Sent: Tuesday, February 25, 2025 3:30 AM
To: Irene Gallion
Subject: Re: USE25-01: Just checking on the sign

Follow Up Flag: Follow up
Flag Status: Flagged

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

I'm out of town but it's up.

I'll make sure we get the receipt taken off today...

Verified by DP on 2/26/2025





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

DATE: March 4, 2025
TO: Mandy Cole, Chair Planning Commission
BY: David Peterson, Planner II 
THROUGH: Jill Lawhorne, Director, AICP

PROPOSAL: Preliminary Plan approval for the Ravenwood/Brow Tine Subdivision, an Alternative Residential Subdivision creating 42 Unit Lots with common-wall dwellings and one (1) parent-lot.

STAFF RECOMMENDATION: Approval with conditions

KEY CONSIDERATIONS FOR REVIEW:

- 42 unit lots will have 42 common wall dwellings.
- Proposed configuration is at ~55% of maximum density.
- Final Plan application will require homeowners' association documents.
- Driveway access will need to be re-constructed to a commercial grade approach meeting ADA standard.
- No density bonuses are being requested.
- A private street will be provided within the ARS.

GENERAL INFORMATION	
Property Owner	R&S Construction LLC; Misty Sea Charters & Lodging
Applicant	R&S Construction LLC
Property Address	4670 Glacier Hwy
Legal Description	RAVENWOOD LT 1
Parcel Number	7B1001150063
Zoning	D15
Lot Size	5.1 acres, 221,678 square feet
Water/Sewer	CBJ Water/Sewer provided
Access	Glacier Highway (Collector)
Existing Land Use	Single Residence
Associated Applications	N/A

ALTERNATIVE ACTIONS:

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

ASSEMBLY ACTION REQUIRED:

Assembly action is not required for this permit.

STANDARD OF REVIEW:

- Quasi-judicial decision
- Requires five (5) affirmative votes for approval
- Code Provisions:
 - CBJ 49.15.920
 - CBJ 49.15.930
 - CBJ 49.15.940
 - CBJ 49.80

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

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

SITE FEATURES AND ZONING



SURROUNDING ZONING AND LAND USES	
North (D15)	Single-family residential
South (D5)	Single-family residential
East (D5/D15)	Single-family & Multifamily residential
West (D15)	DNR land/Pioneer Home/ Single-Family Residential

SITE FEATURES	
Anadromous	N/A
Flood Zone	N/A
Hazard	No mapped hazard
Hillside	Yes
Wetlands	N/A
Parking District	N/A
Historic District	N/A
Overlay Districts	Mining & Exploration Surface Activities Exclusion District.

BACKGROUND INFORMATION

Project Description – This staff report analysis, and conditions are specific to requirements for an Alternative Residential Preliminary Plan. Some requirements, for instance a construction plan and drainage plan are required for Final Plat Approval and are not part of this review.

The ARS project can be split between planning elements and land documents.

Target Date	Plan Element	Land Documents
March 11, 2025	Preliminary Plan Approval	
TBD	Final Plan Approval, Phase 1	Preliminary Plat Approval, Sketch Plat
TBD		Final Plat Approval, Phase 1

The 42 unit lots will yield 42 common wall dwellings. Unit lots will be recorded as the dwellings are built. This will ensure the accuracy of the location of the unit lots and the structures built.

Parent Lot: The parent lot will meet setback requirements of the D15 zoning. [49.25.400] Upon approval of the development, a homeowners' association will be formed, so it may obtain liability insurance, and is solely responsible for maintaining the private access—including winter maintenance and parking. Portions of the parent lot not subdivided into unit-lots shall be owned in common by a homeowners' association, or similar entity, comprised of the owners of the unit-lots located within the parent lot.

Alternative residential subdivisions are permitted in the D-15 zoning district. The parent lot must be at least 150% of the minimum lot size required for the D-15 zoning district. The lot is 10.07 times larger than the minimum required lot size. There is no minimum size requirement for unit-lots. Lot dimensions, lot coverage, and vegetative coverage requirements apply only to the parent lot, not individual unit-lots.

The number of permitted dwelling units is determined by multiplying the maximum allowable units per gross acre by the total acreage of the subdivision and rounding to the nearest whole number. D15 zoning allows for 15 dwellings per acre. The lot is 5.09 acres in a D15 zone which yields approximately 76 dwellings. As proposed, the lot will have 21 common wall dwellings. Each side of the common wall dwelling will reside on its own unit lot.

Background – The Applicant purchased the property in September 2024. The applicant originally proposed a 42-lot common wall subdivision. However, under common wall subdivision regulations, framing inspections must be completed before final plat approval. [49.65.720(a)(1)(B)] In other words, all 42 units would have to be framed before subdivision could be completed and tax identification numbers were assigned. The Alternative Residential Subdivision offers greater flexibility by allowing individual unit lots to be recorded and sold. The table below summarizes relevant history for the lot and proposed development.

Item	Summary
Alternative Residential Subdivision (ARP2024-0001)	A plat of Ravenwood Subdivision II/Brow Tine Subdivision, a Subdivision of Lot 1, Ravenwood Subdivision as shown on record plat 2019-3. This subdivision creates 42 unit lots on a parent lot. (Attachment B)
2024 Warranty Deed	Warranty deed transferring Lot 1, Ravenwood Subdivision from Grantor, Lowpete Construction Inc., to Grantees, Misty Sea Charters and Lodging LLC, and R&S Construction, LLC. (Attachment C)

Consolidation Plat 2019-3	A plat of Ravenwood Subdivision, a Subdivision of Lot 2A, Chilkat View Sub. II & Tract 1A1, U.S. Survey No. 3246. Subdivision resulted in Ravenwood Lot 1 and Lot 2. (Attachment D)
Ordinance 2014-10	An ordinance amending the official zoning map of the City and Borough to change the zoning of USS 3246 Tracts 1A, 2A1, and 2A2, Located at 4660, 4664, and 4670 Glacier Highway, from D5 to D15. (Attachment E)

ANALYSIS

The Alternative Residential Subdivision (ARS) will be accessed from Glacier Highway via a private street serving 42 common wall dwellings on 42 unit lots. Based on traffic projections, the development will require a 60-foot right-of-way with a sidewalk along one side of a 48-foot-wide paved street. The Alaska Department of Transportation (AKDOT) has requested the driveway apron be rebuilt to commercial grade and meet ADA standards. Per D107.1, residential developments with more than 30 units must have two fire apparatus access roads with, exceptions for: more than 30 units can be accessed by a fire apparatus, or all units have automatic sprinklers. Future development plans must include additional fire access connections as determined by the fire code official.

All dwelling units in the subdivision must connect to public sewer and water services, with a master water meter installed by the developer. Stormwater management must adequately handle runoff, and the city may require offsite drainage improvements. The parent lot will be maintained by a homeowners' association. Permitted uses on the parent lot include recreational center, community facility, or childcare center. Each unit-lots can have one dwelling unit and accessory structures (e.g. shed, garage). Unit-lots cannot have accessory dwelling units. Street signage and mailbox placement must comply with city and postal regulations.

Before Final Plan approval, developers must submit proof of ownership and a preliminary development plan outlining housing, open spaces, buffers, parking, and natural features. The design must detail building placement, utilities, roads, and pedestrian pathways. If developed in phases, a schedule and plans for each phase must be included. The preliminary plan must also include subdivision connectivity and impact assessments.

Zoning District and Dimensional Standards – The parent lot meets or exceeds dimensional requirements for an ARS in the D15 zoning district.

Topic and Code Reference	Summary	Complies
CBJ 49.15.920(b) Zoning Districts	<i>An alternative residential subdivision is only allowed in the following zoning districts: RR, D-1, D-3, D-5, D-10SF, D-10, D-15, D-18, and LC.</i> The subject lot is zoned D15. The rear and side a lot lines abut a D5 zoned area. Per Note 3 of the Table of Dimensional Standards, where one district abuts another the greater of the two setbacks is required for both uses on the common property line.	☒ Yes ☐ No ☐ N/A
CBJ 49.15.920(c) Lot Size	<i>The parent lot shall be at least 150 percent of the minimum lot size for the zoning district in which it is located. There is no minimum size for the unit-lots.</i> Lot 1 is 4,333.56% larger than the minimum required.	☒ Yes ☐ No ☐ N/A

Topic and Code Reference	Summary	Complies
CBJ 49.15.920(d) Other Dimensional Standards	<i>The minimum lot dimensions, lot coverage, and vegetative coverage shall be applied to the parent lot and not the unit-lots.</i> A condition of the final plan approval will be to have these items quantified on the plat. <i>Vegetative cover requirement is D15 is 30 percent, or 221,678 square feet. The proposed plat shows the parent lot square footage 75,489 including proposed pavement.</i> <i>Draft engineered plans will need to show building pads with a total square footage. This will provide a total lot coverage.</i>	☒ Yes ☐ No ☐ N/A

Condition 1: Per 49.15.930(b), prior to submittal of the ARS final plan, the applicant must provide a plan for landscaping and snow removal.

Condition 2: Prior to submittal of the ARS final plan application, the lot coverage and vegetative coverage applied to the parent lot shall be calculated and included on the ARS final plan.

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

Maximum Dwelling Units Per Acre	Parent Lot Size	Maximum Density	Number of Dwelling Units Proposed
15	5.09 acres	76.35 dwellings	42

No density bonuses are being requested.

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

The parent lot has frontage and access onto Glacier Highway. The applicant proposes privately maintained access within the development with a currently unnamed street.

Topic and Code Reference	Summary	Complies	Recommended Condition
CBJ 49.15.920(f)(1) Location	<i>The access shall be located completely on the parent lot.</i> <i>An unnamed street will provide access to unit lots within the ARS.</i>	☒ Yes ☐ No ☐ N/A	
CBJ 49.15.920(f)(2) Safety	<i>The access does not endanger public safety or welfare and</i>	☒ Yes ☐ No	

Topic and Code Reference	Summary	Complies	Recommended Condition
	<i>provides for safe pedestrian and vehicular traffic circulation.</i> Street will be constructed to the improvement standards of 49.35.240.	☐ N/A	
CBJ 49.15.920(f)(3) Emergency Services	<i>The access complies with the emergency service access requirements of CBJ [chapter] 19.10.</i> Capital City Fire and Rescue has confirmed emergency turnarounds meet requirements.	☒ Yes ☐ No ☐ N/A	
CBJ 49.15.920(f)(4) Pavement	<i>Access to and within the development is paved.</i> <i>Bonding for improvements is a requirement of Final Plat approval.</i>	☐ Yes ☐ No ☒ N/A	
CBJ 49.15.920(f)(5) Homeowners Association (HOA)	<i>(5) The developer submits adequate evidence that upon approval of the development, a homeowners 'association will be formed, can obtain liability insurance, and is solely responsible for maintaining the private access—including winter maintenance.</i> <i>Required prior to approval of the Final Plat.</i>	☐ Yes ☐ No ☒ N/A	
CBJ 49.15.920(f)(6) Abutting Parcels	<i>The alternative residential subdivision does not abut a developable parcel that lacks alternative and practical frontage on a publicly maintained right-of-way.</i>	☐ Yes ☐ No ☒ N/A	

Utilities, Drainage, and Stormwater Management –

Topic and Code Reference	Summary	Complies	Recommended Condition
CBJ 49.15.920(g) Public Utilities	<i>An alternative subdivision is required to connect each dwelling</i>	☐ Yes	

Topic and Code Reference	Summary	Complies	Recommended Condition
	<i>unit to public sewer and water. A master meter for water shall be installed by the developer.</i> <i>Bonding for improvements is a condition of the Final Plat recording.</i>	☐ No ☒ N/A	
CBJ 49.15.920(I) Stormwater Management	<i>Stormwater management. Facilities for the control and disposal of stormwater must be adequate to serve the development and areas draining through the development. Management shall be in accordance with the Stormwater Best Management Practices manual.</i> <i>Construction drawings which illustrate the drainage will be a requirement of recording the Final Plat.</i>	☐ Yes ☐ No ☒ N/A	

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

Topic and Code Reference	Summary	Complies	Recommended Condition
CBJ 49.15.920(i) Open Space	<i>Open space is required as follows: 25 percent in the RR and D-1 zoning districts; 20 percent in the D-3, D-5 and D-10 zoning districts; 15 percent in the D-10SF district. Open space is not required in the D-15, D-18, or LC zoning districts.</i>	☐ Yes ☐ No ☒ N/A	
CBJ 49.15.920(j) Perimeter Buffer	<i>According to CBJ 49.15.920(j), there are no setback requirements on the unit-lots. A perimeter buffer is required in lieu of the setback requirements of this title on the parent lot.</i>	☒ Yes ☐ No ☐ N/A	

Topic and Code Reference	Summary	Complies	Recommended Condition
CBJ 49.15.920(m) Permitted Uses	<i>No primary uses are permitted on the parent lot except a recreational center, community facility, or a child care center. Consistent with the table of permissible uses, CBJ 49.25.300, only residential uses and associated accessory structures are allowed on the unit-lots.</i>	☐ Yes ☐ No ☒ N/A	
CBJ 49.15.920(n) Street Sign	<i>The developer shall install a street sign provided by the City and Borough of Juneau at the developer's expense.</i>	☐ Yes ☐ No ☒ N/A	
CBJ 49.15.920(o) Mailboxes	<i>Upon consultation with the United States Postal Service, the director shall determine the placement location of mailboxes.</i> <i>Mailbox location will be a requirement of the first TCO.</i>	☐ Yes ☐ No ☒ N/A	

Parking – According to CBJ 49.15.920(h), *Parking may be located on the parent lot or unit lots.*

Use	Units	Spaces Required	Total Spaces
Single-family Dwelling	42	2 per dwelling	84
Total Parking Requirement:			84
ADA Accessible Spaces Required:			N/A

Traffic – According to CBJ 49.40.300(a)(3), the Director has determined that a TIA is not required for the 399.84 average daily trips. (Attachment G)

Use	Proposed Dwelling Units	Trips Generated	Total Trips
Example: Single-family Dwelling	42 units	9.52 per dwelling unit	399.84
Total ADTs:			399.84

Habitat – No wetlands or anadromous waterways are present on the property.

Hazard Zones – The development is not in a mapped hazard area.

Per CBJ 49.70.210(a), a Hillside Endorsement is required for cuts into or slopes of 18%. Staff anticipates that development may require hillside endorsement. Determination of the need for a Hillside Endorsement is done during the Building Permit process.

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

Property Value and Neighborhood Harmony – The Assessor’s office had no concerns regarding the effect on property values or the neighborhood harmony.

AGENCY REVIEW

CDD conducted an agency review comment period between February 25, 2025 – March 7, 2025. Agency review comments can be found below.

Agency	Summary
Alaska Department of Transportation	DOT&PF ROW section will require the existing driveway access to be re-permitted per 17 AAC 10.060, and the Alaska Preconstruction Manual. The re-permitting action is a formality, (the driveway meets grade and sightlines) but it appears the access will need to be re-constructed to a “commercial” grade approach with current ADA standard curb-cuts and the landing paved to commercial standards.
General Engineering	No concerns at this time.
Cartography	No concerns at this time.
Capital City Fire and Rescue	D107.1 One- or two-family dwelling residential developments. Developments of one- or two-family dwellings where the number of dwelling units exceeds 30 shall be provided with two separate and approved fire apparatus access roads. Exceptions: 1.Where there are more than 30 dwelling units accessed from a single public or private fire apparatus access road and all dwelling units are equipped throughout with an approved automatic sprinkler system in accordance with Section 903.3.1.1, 903.3.1.2 or 903.3.1.3, access from two directions shall not be required. 2.The number of dwelling units accessed from a single fire apparatus access road shall not be increased unless fire apparatus access roads will connect with future development, as determined by the fire code official.

PUBLIC COMMENTS

CDD conducted a public comment period between February 21,2025 – March 7, 2025. Public notice was mailed to property owners within 500 feet of the subject parcel. (**Attachment H**) A public notice sign was also posted on-site two weeks prior to the scheduled hearing. (**Attachment I**) Public comments submitted at time of writing this staff report can be found in **Attachment J**.

CONFORMITY WITH ADOPTED PLANS

The proposed development is in general conformity with the 2013 Comprehensive Plan, 2016 Housing Action Plan, and the 2015 Juneau Economic Development Plan. Plans call for the development of housing, especially in a flexible format that fits the character of existing neighborhoods and provides housing for a variety of CBJ residents and economic groups.

PLAN	Chapter	Page No.	Item	Summary
2013 Comprehensive Plan	4	36-37	Policy 4.1/4.2	Policies promote providing an adequate supply of various types of housing for all CBJ residents and economic groups.
	10	130	Policy 10.2	Policy promotes flexibility and creativity in residential development within the urban service boundary.
	11	157	Land Use Designation	Complies with the <i>Medium Density Residential</i> Land Use Designation which allows for residential development between 5-20 units per acre.
2015 Juneau Economic Development Plan	5	103	Initiative	Plan calls for promoting housing affordability and availability.

FINDINGS

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

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

Analysis: No additional analysis required.

Finding: N/A. There are no natural features or natural hazards on the lot to reserve as open space. The applicant will revise the vegetative cover and lot coverage calculations to conform to the land use code.

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

Analysis: No additional analysis needed.

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

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

Analysis: No additional analysis needed.

Finding: Yes. The parent lot incorporates the minimum setback requirements to perimeter buffers sufficient to minimize off-site impacts and maximize neighborhood harmony.

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

Analysis: The details of utilities will be finalized prior to approval of the Final Plat. CBJ EPW reviewed the proposal and said that existing infrastructure in Glacier Highway is sufficient to meet the increased use.

Finding: Yes. The CBJ EPW has reviewed preliminary construction plans and has determined that the development can reasonably connect to CBJ services and meet CBJ standards.

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

Analysis: No additional analysis needed.

Finding: Yes. The proposed development proposes 42 common wall dwellings, which is less than the maximum density allowed, however, the development provides for utilities, access, and housing.

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

Analysis: No additional analysis needed.

Finding: N/A. The proposed development does not include phasing.

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

Analysis: No additional analysis needed.

Finding: N/A. The proposed development does not include phasing.

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

Analysis: No additional analysis required.

Finding: N/A. No density bonus has been requested.

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

Analysis: No further analysis needed.

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

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

Analysis: The application is for common wall development. The use is listed at CBJ 49.25.300, Section 1.110 for the D15 zoning district.

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

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

Analysis: The proposed site design complies with code requirements at this stage. Future elements – the Preliminary Plat, Final Plan, and Final Plat will be reviewed for completion at those times.

Finding: Yes. With the recommended conditions, the proposed development will comply with Title 49, including parking, lighting, and vegetative cover.

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

Analysis: No additional analysis required.

Finding: No. There is no evidence to suggest that with appropriate conditions, the requested ARS, in a D15 zoning district, will materially endanger the public health or safety.

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

Analysis: No additional analysis required.

Finding: No. Per the Assessor's office, there is no evidence to suggest that the requested ARS, in a D15 zoning district will substantially decrease the value or be out of harmony with the property in the neighboring area.

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

Analysis: No additional analysis required.

Finding: Yes. The proposed ARS, with the recommended conditions, will be in general conformity with the 2013 comprehensive plan.

RECOMMENDATION

Staff recommends the Planning Commission adopt the director's analysis and findings and **APPROVE with Conditions** the preliminary plan for the Ravenwood Subdivision II/Brow Tine Subdivision, an Alternative Residential Subdivision creating 42 unit-lots with 42 common wall units and one (1) parent lot. This permit would allow the applicant to submit for the ARS final plan. This approval is subject to the following conditions:

Condition 1: Per 49.15.930(b), prior to submittal of the ARS final plan, the applicant must provide a plan for landscaping and snow removal.

Condition 2: Prior to submittal of the ARS final plan application, the lot coverage and vegetative coverage applied to the parent lot shall be calculated and included on the ARS final plan.

STAFF REPORT ATTACHMENTS

Item	Description
Attachment A	Application Packet
Attachment B	Preliminary Plan
Attachment C	Preliminary Construction Drawings
Attachment D	2024 Warranty Deed
Attachment E	2019 Plat
Attachment F	2014 Rezone Ordinance
Attachment G	Public Notice Posting
Attachment H	Abutters notice
Attachment I	Waived TIA Requirement correspondence



DEVELOPMENT PERMIT APPLICATION

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

To be completed by Applicant	PROPERTY LOCATION	
	Physical Address: 4670 Glacier Highway	
	Legal Description(s) (Subdivision, Survey, Block, Tract, Lot): Lot 1 Ravenwood plat No. 2019-3	
	Parcel Number(s): 7B100115063	
	☐ This property is located in the downtown historic district	
	☐ This property is located in a mapped hazard area, if so, which _____	
	LANDOWNER/ LESSEE	
	Property Owner: R&S Construction/Misty Sea Charters	Contact Person: Rob Worden
	Mailing Address: PO Box 210194 Auke Bay 99821	Phone Number(s): 907-321-5015
	E-mail Address: robisa@ak.net	
LANDOWNER/ LESSEE CONSENT		
Required for Planning Permits, not needed on Building/ Engineering Permits. Consent is required of all landowners/ lessees. If submitted with the application, alternative written approval may be sufficient. Written approval must include the property location, landowner/ lessee's printed name, signature, and the applicant's name.		
I am (we are) the owner(s)/ lessee(s) of the property subject to this application and I (we) consent as follows:		
A. This application for a land use or activity review for development on my (our) property is made with my complete understanding and permission.		
B. I (we) grant permission for the City and Borough of Juneau officials/employees to inspect my property as needed for purposes of this application.		
X <u>R&S Construction</u> <u>owner</u>		
Landowner/ Lessee (Printed Name) Title (e.g.: Landowner, Lessee)		
X <u>[Signature]</u> <u>December 6 2024</u>		
Landowner/ Lessee (Signature) Date		
Landowner/ Lessee (Printed Name) Title (e.g.: Landowner, Lessee)		
X _____ Date _____		
Landowner/ Lessee (Signature) Date		
NOTICE: The City and Borough of Juneau staff may need access to the subject property during regular business hours. We will make every effort to contact you in advance, but may need to access the property in your absence and in accordance with the consent above. Also, members of the Planning Commission may visit the property before a scheduled public hearing date.		
APPLICANT If Same as LANDOWNER, write "SAME"		
Applicant (Printed Name): R&S Construction LLC		
Contact Person: Rob Worden		
Mailing Address: Po Box 210194 Auke Bay, 99821		
Phone Number(s): 907-321-5015		
E-mail Address: robisa@ak.net		
X <u>[Signature]</u> <u>December 6 2024</u>		
Applicant's Signature Date of Application		

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

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

11/20/2023/PLANTATION/CPA, Final Draft.docx

DEPARTMENT USE ONLY (FOLLOW THESE LINES)	
Intake Initials: <u>[Signature]</u>	
Case Number: <u>ARP24-01</u>	Date Received: <u>12/10/24</u>
Updated 10/2022 Page 1 of 1	



ALTERNATIVE RESIDENTIAL SUBDIVISION APPLICATION

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

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

PROJECT SUMMARY

We are proposing a 42 residential home subdivision on the existing 5 plus acre parcel

TYPE OF ALTERNATIVE RESIDENTIAL SUBDIVISION APPROVAL REQUESTED

(please see submittal requirements on reverse)

☒ Alternative Residential Subdivision (ARP)
Preliminary Plan Approval

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

☐ Amendment to Approved (ARP)
Preliminary Plan*

☐ Amendment to Approved (ARF)
Final Plan*

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

LEGAL DESCRIPTION(S) OF PROPERTY INVOLVED

lot 1 Ravenwood plat no. 2019-3

Number of Existing Parcels 1

Total Land Area 221,678 sq ft

Number of Resulting Parcels _____

PROPOSED USE OF LAND AND BUILDING(S)

Zoning District(s) D15

Percent Open Space _____

Right-of-Way Frontage Proposed _____

Percent Buffer _____

Number of Dwelling Units Proposed 42

Density Proposed _____

Parking Proposed _____

Density Bonus ☐ YES ☐ NO

ALL REQUIRED MATERIALS ATTACHED

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

☒ Pre-Application Conference notes

☐ Narrative including:

☒ Current use of land or building(s)

☒ Unique characteristics of land or building(s)

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

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

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

☐ Preliminary development plan (detailed on page 2)

☐ Density Bonus

☒ Open Space

☐ Stream Setback

☐ Lower Income Households / Workforce Households

☐ Unusual Enhancements

☐ Public Right-of-Way Access

☐ Shared Use Pathways

☐ 5-Star Plus Energy Efficiency

☐ 6-Star Energy Efficiency

☐ High-efficiency Primary Heating Methods

To be completed by Applicant

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

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

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

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

Case Number	Date Received

Alternative Residential Subdivision Application Instructions

Alternative Residential Subdivision outlined in CBJ 49.15.900

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

Pre-Application Conference: A pre-application conference is required prior to submitting an application. The applicant will meet with City & Borough of Juneau and Agency staff to discuss the proposed development, the permit procedure, and to determine the application fees. To schedule a pre-application conference, please contact the Permit Center at 586-0770 or via email at Permits@juneau.org.

Application: An application for an Alternative Residential Subdivision will not be accepted by the Community Development Department until it is determined to be complete. The items needed for a complete application are:

1. **Forms:** Completed Alternative Residential Subdivision Application and a Development Permit Application forms.
2. **Fees:** The fee is dependent upon the number of residential structures involved. Any development, work or use done without a permit issued will be subject to double fees. All fees are subject to change.
3. **Project Narrative:** A detailed narrative describing the project.
4. **Plans:** outlined in CBJ 49.15.940(b)(2). (Surveyed Plans Required)
 - a. The amount of land for housing, open space, buffer, access, parking, and pedestrian circulation
 - b. The number and types of housing units and proposed density
 - c. The natural features to be protected and hazards to be avoided
 - d. The public, if any, and private services to be provided

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

1. Electronic copies;
2. Paper copies 11" X 17" or smaller (larger paper size may be preapproved by the Community Development Department).

Preliminary Plan Approval

Application Review & Hearing Procedure:

Review: The Community Development Department shall determine when the Alternative Residential Subdivision Application is complete and advise the developer. Within 60 days of determining that an application is complete, the Director shall schedule the preliminary plan for a public hearing.

Hearing: All Alternative Residential Subdivision applications must be reviewed by the Planning Commission. The Commission shall review the preliminary plan and approve, approve with conditions, or deny pursuant to 49.15.940.

Public Notice Responsibilities: As part of the Preliminary Plan Approval, proper public notice must be given as outlined in CBJ 49.15.230 which consists of the following:

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

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

Final Plan Approval

After completion of all conditions and Commission approval of the preliminary plan in accordance with the Conditional Use permit procedures, the final plan shall be submitted for review and approval according to the following:

1. An application, fee, and a final plan must be submitted for Commission review.
2. Formation of a homeowners' association, or similar entity, is required, outlined in CBJ 49.15.950(b)(1)-(4).
3. The Commission may approve the final plan if it substantially conforms to the approved preliminary plan and all requirements of this article.

R&S CONSTRUCTION LLC
PO BOX 210194
AUKE BAY, AK 99821

RAVENWOOD SUBDIVISION NARRATIVE

December 7, 2024,

TO: Community Development

R&S Construction LLC and Misty Sea Charters & Lodging LLC are proposing to build a 42 residential subdivision using the Alternative Residential Subdivision “ARS” code. This property is currently vacant and has been cleared with approved drainage and inspected settling ponds and construction roads to do the brushing. We have purchased the property to continue with the ongoing project and have provided a set of engineering plans to show proposed building lots and streets with utilities. This project was initially designed as a 42 zero lot residential subdivision, but under our pre planning meeting , it was recommended that we change to the Alternate Residential Subdivision design. We feel that this use complies with the Comprehensive Plan but will have to make some small modifications to the design, which in the end, the outcome of 42 residential homes will remain on the same proposed lots. We have provided a topography on the lot with designed city streets that meet cbj code with all utilities. This project will have the required vegetative cover required by the City and Borough of Juneau prior to completion of a final plat. There are current approved projects near this property doing the same type of subdivision as well as construction on adjoining property doing apartment buildings making this project seeming very desirable for the Juneau location. These will be smaller residential homes which are going to be more affordable which seems to be a needed feature of this community. We will also need to put a Homeowners Association together for this property once we have an approval from the Planning Commission.

Sincerely,

R&S Construction LLC,



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

Ravenswood Subdivision

Case Number: PAC2024 0057
Applicant: Rob and Lisa Worden
Property Owner: R&S Construction LLC; Misty Sea Charters & Lodging
Property Address: 4670 Glacier Highway
Parcel Code Number: 7B100115063

Site Size: 221,678 square feet/5.01 acres
Zoning: D15 Multifamily
Existing Land Use: Residence

Conference Date: November 20, 2024
Report Issued: December 4, 2024
DISCLAIMER: Pre-application conferences are conducted for the purpose of providing applicants with a preliminary review of a project and timeline. Pre-application conferences are not based on a complete application and are not a guarantee of final project approval.

List of Attendees

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

Name	Title	Email address
Rob Worden	Applicant	RobLisa@AK.net
David Peterson	Planning	David.Peterson@juneau.gov
Jeff Hedges	Building	Jeffrey.Hedges@juneau.gov
Bridget LaPenter	General Engineering	Bridget.LaPenter@juneau.gov
Sydney Hawkins	Permitting	Sydney.Hawkins@juneau.gov

Pre-Application Conference Final Report

Conference Summary

Questions/issues/agreements identified at the conference that weren't identified in the attached reports. The following is a list of issues, comments and proposed actions, and requested technical submittal items that were discussed at the pre-application conference.

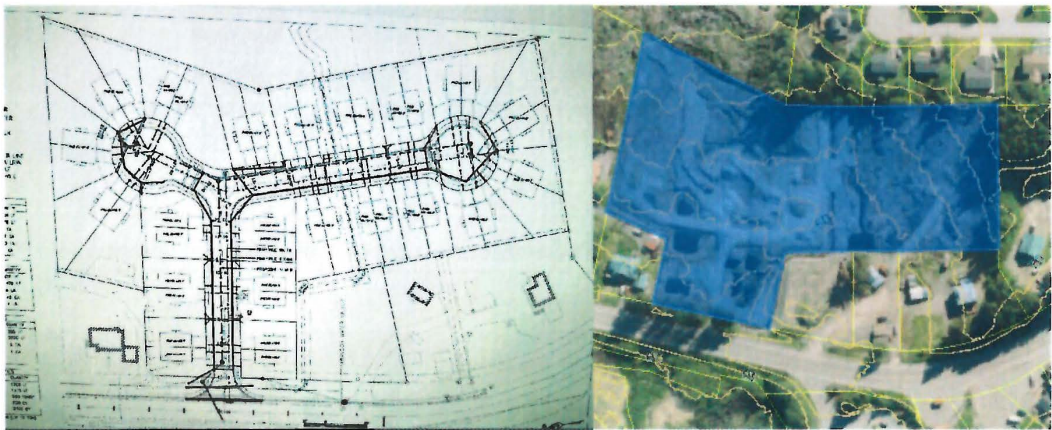
Project Overview

The applicant is proposing a common wall subdivision with 42 dwelling units. Any subdivision involving more than 13 lots is classified as a Major Subdivision and requires approval from the Planning Commission.

A common wall subdivision follows a two-part process. Per 49.65.710, a conditional use permit will be required to approve the development, while a major subdivision preliminary plat will also be required for the subdivision portion.

Staff recommends considering alternative housing products such as condominiums, single-family detached homes, or townhomes, which may be more economically feasible.

Per the table found in T49 49.35.240, a development of 22–52 dwellings, ROW improvements will be required, including a sidewalk on at least one side of the street. For developments of 53–75 dwellings, sidewalks will be required on both sides. Additional infrastructure requirements include a Traffic Impact Analysis, a 24-foot travel way width, streetlights at all intersections, a 60-foot platted ROW width, and paved roads that will be publicly maintained.



Planning Division

- 1. **Zoning** – Lot is zoned (D15) Multi Family.
 - a. Minimum lot size is 5,000 square feet for standard lots and 3,000 square feet for Bungalow lots.
 - b. Minimum lot width for standard lots is 50 feet. Minimum lot width for Common Wall dwellings is 30 feet. Minimum lot width for bungalow lots is 25 feet.
- 2. **Table of Permissible Uses** – D15 zoned lots are intended to accommodate densities of 15 dwelling units per acre.

Pre-Application Conference Final Report

3. Subdivision – 49.15.402 Major subdivisions.

A conditional use permit will be required for the Alternative Residential Subdivision with a major subdivision permit is required for platting the subdivision creating.

Pre-application conference and sketch plat. A pre-application conference and sketch plat (CBJ 49.15.410) is required prior to submitting an application for a major subdivision.

Application for a preliminary plat and conditional use permit shall be on a form provided by the department, accompanied by a draft preliminary plat and the appropriate fee. The draft plat shall meet the standards set forth in CBJ 49.15.411.

Alternative Residential Subdivision

The proposed ARS shall be reviewed according to the requirements of a conditional use permit as an ARP/ARF case type. (See Article IX attachment)

Planning Commission:

Public notice of the application will be sent to neighbors within 500 feet of the property.

The planning commission will confirm the development coincides with the Comprehensive Area Plan and will determine if any of the following will also be required:

1. A Development Schedule.
2. Verify the use coincides with the comprehensive plan.
3. Whether an Owners Association would be required.
4. Any dedications are required.
5. Any bonds for improvements in addition to bonding for utilities or improvements.
6. The PC may require a letter from the public utility or public agency legally committing to serve the development.
7. Screening requirements.
8. Lighting requirements.

In issuing its notice of decision on a preliminary plat, the commission may accept, amend, or reject the director's proposed recommendations. The decision of the commission approving or denying a preliminary plat application will be set forth in a notice of decision and will specify any conditions or plat notes required for final plat approval. If the preliminary plat is denied, the applicant may submit a revised plat application, without paying additional application fees, within 180 days from the date of the notice of decision.

Construction plans will be required upon approval of the preliminary plat. Construction plans for all required improvements will be submitted to the department for review by the director of engineering and public works for compliance with CBJ 49.35.140.

An application for a final plat shall be on a form provided by the department, accompanied by a final plat and the appropriate fee. The final plat shall meet the conditions of the preliminary plat and standards set forth in CBJ 49.15.412.

Once the application is deemed complete, the director shall schedule the final plat for commission action. If commission action on the final plat will occur more than 12 months after approval of the preliminary plat, public notice of impending commission action on the final plat may be required.

Pre-Application Conference Final Report

The director shall prepare and submit a report to the commission that addresses compliance of the final plat with this title and the criteria for final plat approval, and that specifies any conditions of approval or plat notes recommended by the director.

Once it has been confirmed that the applicant has complied with any conditions, plat notes, and standards set forth in CBJ 49.15.412, a Notice of Decision will be sent to the Applicant.
The applicant has constructed all required improvements or provided a financial guarantee.

The chair of the commission shall sign the plat upon a determination that the final plat meets all of the requirements of this title, that all plat certificates have been signed and notarized, and that all required documents have been submitted for recording with the final plat in accordance with CBJ 49.15.412. Once property taxes have been paid in full for the current year, the department shall ship the original plat, at the applicant's expense, to be recorded with the State Recorder's Office in Anchorage.

4. **Setbacks** – Minimum setback requirement from property lines are:
 - i. Front: 20 feet
 - ii. Rear: 15 feet
 - iii. Side yard: 5 feet
 - iv. Street Side: 13 feet
 - v. Note: Zero-foot setback for the portion of the dwelling with a common wall, five-foot setback or five-foot wide easement for the portion of the dwelling at the common lot line without a common wall, and five-foot setback for the remaining side yards of the lot.
5. **Height** – Maximum permitted height for primary structures is 35 feet, and 25 feet for accessory and bungalow structures.
6. **Access** – Lots shall have direct and practical access to a publicly maintained right-of-way through their frontage. If not already accepted for public maintenance, shall be improved to the applicable standards for public acceptance and maintenance. It shall be the responsibility of the subdivider to pay the cost of the right-of-way improvements. (49.35.250)
7. **Parking & Circulation** –
 - a. Single-family and duplex: 2 spaces per each dwelling unit.
 - b. Multi family units:
 - i. 1 per one-bedroom unit
 - ii. 1.5 per two-bedroom unit
 - iii. 2 per three-bedroom unit
8. **Lot Coverage** – Maximum lot coverage for permissible and conditional uses is 50%.
9. **Vegetative Coverage** – Minimum vegetative coverage in D15 zones is 30%.
10. **Lighting** – Exterior lighting may not shed light or glare above the roofline of the building or beyond the property line of the site. Industrial and exterior lighting shall not be used in a manner that produces glare on public highways or neighboring property.

Pre-Application Conference Final Report

Prior to issuance of a building permit, the applicant shall submit a lighting plan illustrating the location and type of exterior lighting proposed for the development. Exterior lighting shall be designed and located to minimize offsite glare. Approval of the plan shall at the discretion of the Community Development Department, according to the requirements at §49.40.230(d) [and Historic District Design Guidelines, if applicable].

All exterior lighting fixtures shall be of a "full cutoff" design.

11. **Noise – Construction of buildings and projects.** It is unlawful to operate any pile driver, power shovel, pneumatic hammer, derrick, power hoist, or similar heavy construction equipment, before 7:00 a.m. or after 10:00 p.m., Monday through Friday, or before 9:00 a.m. or after 10:00 p.m., Saturday and Sunday, unless a permit shall first be obtained from the City and Borough building official.
12. **Flood** – Per panel 02110C1551E eff. 9/18/2020, N/A.
13. **Hazard/Mass Wasting/Avalanche/Hillside Endorsement** – A Hillside Endorsement is required if/when excavation of any slope in excess of 18%, or creation of a new slope in excess of 18%.
14. **Wetlands** – N/A

15. **Habitat** – Check with the U.S. Fish and Wildlife on the presence of eagle nests in the area. The presence of eagle nests may impact construction scheduling. No anadromous waterbodies are on the subject parcel, or within 50 feet.
16. **Plat or Covenant Restrictions** – N/A
17. **Traffic** – Per 49.40.300(a)(3) - A development projected to generate more than 250 Average Daily Trips (ADT) but fewer than 500 ADT shall be required to have a *traffic* impact analysis if the Community Development Department Director determines that an analysis is necessary based on the type of development, its location, the likelihood of future expansion, and other factors found relevant by the director.

Per the Trip Generation Manual, 9th Edition, Volume 2, pg.296, the ADT anticipated to be generated by single family housing is expected to be 9.52 ADT/dwelling.

42 dwelling units X 9.52 ADT = 399.84 total ADT generated by this subdivision.

CBJ classifies Glacier Highway as a Collector.

Per 49.35.210(c) (1) Major *collectors*. If a new subdivision involves frontage along a major *collector* street:

- (A) The plat shall note that no lots shall access directly onto the major *collector*.
- (B) Access shall be provided onto an interior access street or a separate frontage road.
- (C) Exception a parcel of land with less than 500 feet of frontage or less than 350 feet of depth may be subdivided so as to allow access directly onto a major *collector* street.

18. **Nonconforming situations** – N/A

Building Division

19. **Building** – No issues with this subdivision.

20. **Outstanding Permits** – BLD20170425 – "Grading, pioneer road, and other work to prepare for development."

Pre-Application Conference Final Report

General Engineering/Public Works**21. Engineering –**

- a. To adhere to 49.15.402 (C) (4) (E) we are requesting a submittal of a preliminary construction plan with typical section of the streets, pedestrian ways, and storm water management proposed. At the preliminary phase, these items do not need to be designed by an engineer.
 - b. At the time of preliminary plat submittal, submit an erosion control report explaining the method by which the applicant proposes to control erosion and manage runoff, and potential impacts to adjacent properties or water bodies. The report shall include a plan for preservation of ground cover in areas where runoff and resulting erosion need to be minimized.
 - c. *Construction plans to be submitted after the approval of the preliminary plat and before final plat submission. Construction plans must adhere to [49.35.140](#) and must be signed and stamped by Alaska-licensed engineers for each discipline. Construction plans for this layout of development does not need to include all phases of full buildout of development. For specific requirements, please refer to CBJ code by visiting: <http://www.juneau.org/cddftp/ordinances.php> and referencing chapter 49.35 – Public and Private Improvements.*
 - d. *Prior to final plat, an Engineer's estimate for the installation of public improvements must be submitted. Once this is received, a performance bond amount will be determined and must be paid/posted prior to recording of the final plat. Further discussion regarding the bond can take place once the project phasing is determined. For all options regarding the financial guarantee please refer to 49.55 – Financial Responsibility.*
 - e. *Dependent on the construction plan and schedule an inspection deposit will be required and a private inspector may be hired and managed by CBJ.*
 - f. *Street lighting is required and shall not exceed 250' between poles.*
22. **Drainage** – Drainage report with the submittal of the preliminary plat does not need to be engineered. At time of construction plan submittals, a drainage plan must be submitted and must be signed and stamped by an Alaska-licensed engineer.
23. **Utilities** – (water, power, sewer, etc.) At time of preliminary plat, a draft plan for the proposed water and sewer lines shall be submitted showing existing installed utilities including line sizing and connection points with elevations.

Fire Marshal

24. **Fire Items/Access** – Fire turn-around and fire hydrant locations.

Other Applicable Agency Review

25. Alaska Department of Transportation is requiring a Traffic Impact Analysis (TIA).

List of required applications

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

1. Development Permit Application (DPA)
2. Subdivision Application
3. Conditional Use Permit Application

Additional Submittal Requirements

Pre-Application Conference Final Report

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

- 1. A copy of this pre-application conference report.
- 2. Preliminary plat (include topography)
- 3. Hillside endorsement (tentative if slopes in excess of 18% are present).
- 4. Drainage report
- 5. Traffic Impact Analysis (TIA)
- 6. Construction Drawings (After preliminary NOD)

Exceptions to Submittal Requirements

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

- 1. N/A
-

Fee Estimates

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

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

- 1. 49.85.100(3) and (4) –
 - a. Preliminary Plat is \$110 per lot.
 - b. Final Plat is \$70 per lot.
 - c. Conditional Uses, Class IV uses, \$1,000.

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

Submit your Completed Application

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

OR in person with payment made to:

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

Phone: (907) 586-0715
Web: www.juneau.org/community-development

Attachments:

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- Article IX. Alternative Residential Subdivisions 49.15.900
 - Development-Permit Application (DPA)
 - Subdivision-Application
 - Preliminary Plat Checklist
-

Pre-Application Conference Final Report

Conditional Use Application (USE)

PART II - CODE OF ORDINANCES
TITLE 49 - LAND USE
Chapter 49.15 - PERMITS
ARTICLE IX. ALTERNATIVE RESIDENTIAL SUBDIVISIONS

ARTICLE IX. ALTERNATIVE RESIDENTIAL SUBDIVISIONS

49.15.900 Purpose.

The general purpose of this article is to provide reasonable minimum standards and procedures for unit-lot residential communities in which all or some of the lots do not substantially conform to the minimum requirements for a traditional subdivided lot. This article provides a housing option to allow dwellings on unit-lots to be conveyed by long-term leases, less than fee-simple ownership, or fee-simple ownership, including condominium and other common-interest communities. The specific purpose of this article is to permit flexibility in the regulation and use of land in order to promote its most appropriate use for unit-lot residential communities; to encourage residential developments that are planned, designed and developed to function as integral units with common facilities; to encourage developments that provide different types of housing options; to encourage development of quality affordable housing; to facilitate the adequate and economical provisions of access and utilities; and to encourage developments that are in harmony with the surrounding area.

(Serial No. 2018-41(c), § 2, 12-17-2018, eff. 1-17-2019)

49.15.910 Application.

The provisions of this article apply when a parent lot is subdivided into developable unit-lots and where a portion of the parent lot remains.

(Serial No. 2018-41(c), § 2, 12-17-2018, eff. 1-17-2019)

49.15.920 General provisions.

- (a) *General.* The requirements of this title apply except as provided in this article.
- (b) *Zoning districts.* An alternative residential subdivision is only allowed in the following zoning districts: RR, D-1, D-3, D-5, D-10SF, D-10, D-15, D-18, and LC.
- (c) *Lot size.* The parent lot shall be at least 150 percent of the minimum lot size for the zoning district in which it is located. There is no minimum size for the unit-lots.
- (d) *Other dimensional standards.* The minimum lot dimensions, lot coverage, and vegetative coverage shall be applied to the parent lot and not the unit-lots.
- (e) *Density.*
 - (1) The number of dwelling units permitted in the development shall be calculated by multiplying the maximum number of dwelling units per gross acre permitted in the underlying zoning district by the number of acres in the alternative residential subdivision and rounding to the nearest whole number.
 - (2) Land and water bodies used in calculating the number of dwelling units permitted shall be delineated on the preliminary and final plans in a manner allowing confirmation of acreage and density computations.

-
- (3) The commission may award a density bonus as an incentive for enhancements to the development. The total bonus shall not exceed 50 percent in the RR, D1, D3, D5, D10 zoning districts, and 25 percent in the D-10SF, D15, D18 and LC zoning districts of the density provided in subsection (e)(1) of this section and rounded to the nearest whole number and shall be the sum of individual density bonuses as follows:
- (A) Five percent for each ten percent increment of open space in excess of that required in the zoning district to a maximum bonus of 15 percent for open space in excess of that required;
 - (B) Five percent for a continuous setback greater than 50 feet or ten percent for a continuous setback greater than 50 feet on both sides of a stream, if applicable, designated in the plan as undisturbed open space along important natural water bodies, including anadromous fish streams, lakes, and wetlands;
 - (C) Fifteen percent for a mixture of housing units restricted by a recorded document for a period of 30 years from the first sale:
 - (i) In which ten percent of the dwelling units are set aside for lower income households earning no more than 80 percent of the area median income; or
 - (ii) In which 20 percent of the dwelling units are set aside for workforce households earning no more than 120 percent of the area median income.
 - (D) Up to ten percent for provision of common facilities and additional amenities that provide an unusual enhancement to the general area, such as siting, landscaped buffers, or the creation or preservation of view corridors;
 - (E) Ten percent for dedication of a public right-of-way accessible to all unit-lots consistent with chapter 49.35;
 - (F) Five percent in the RR, D-1, D-3, D-5, and D-10SF zoning districts, and ten percent in the D-10, D-15, D-18 and LC zoning districts for providing shared use pathways to facilitate safe pedestrian and bicycle movement within the development and to ensure non-vehicular access to open space, common facilities and to public services;
 - (G) Five percent for designing all dwelling structures to a five-star plus energy efficiency rating; ten percent for designing all dwelling structures to a six-star energy efficiency rating; and
 - (H) Up to ten percent for using high-efficiency primary heating methods, such as heat pumps, in all dwelling structures.
- (4) A density bonus may be limited or denied if it will more probably than not:
- (A) Materially endanger public health or safety;
 - (B) Substantially be out of harmony with property in the neighboring area;
 - (C) Lack general conformity with the comprehensive plan or another adopted plan; or
 - (D) Create an excessive burden on roads, sewer, water, schools, or other existing or proposed public facilities.
- (f) *Frontage and access.* The parent lot shall front on and be accessed by a publically maintained right-of-way. Access within the development may be exempted from [chapter] 49.35 and be privately owned and maintained if it complies with the following requirements:
- (1) The access shall be located completely on the parent lot;
 - (2) The access does not endanger public safety or welfare and provides for safe pedestrian and vehicular traffic circulation;

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- (3) The access complies with the emergency service access requirements of CBJ [chapter] 19.10;
 - (4) Access to and within the development is paved;
 - (5) The developer submits adequate evidence that upon approval of the development, a homeowners' association will be formed, can obtain liability insurance, and is solely responsible for maintaining the private access—including winter maintenance; and
 - (6) The alternative residential subdivision does not abut a developable parcel that lacks alternative and practical frontage on a publically maintained right-of-way.
- (g) *Utilities.* An alternative subdivision is required to connect each dwelling unit to public sewer and water. A master meter for water shall be installed by the developer.
 - (h) *Parking.* Parking required for each dwelling unit may be located on either the parent lot or the unit-lot.
 - (i) *Open space.* Open space is required as follows: 25 percent in the RR and D-1 zoning districts; 20 percent in the D-3, D-5 and D-10 zoning districts; 15 percent in the D-10SF district. Open space is not required in the D-15, D-18, or LC zoning districts.
 - (j) *Buffer.* There are no setback requirements on the unit-lots. A perimeter buffer is required in lieu of the setback requirements of this title on the parent lot. The presumptive buffer width shall not be less than the setback set by the underlying zoning district to ensure neighborhood harmony and minimize off-site impacts. The commission may enlarge a buffer or a portion of a buffer up to 25 feet in total width, and the commission may reduce a buffer or a portion of a buffer by 75 percent of the setback for the underlying zoning district. The commission may only enlarge or reduce the buffer width upon considering, but not limited to: type of buffer, location of the subdivision structures and uses therein; the location and type of surrounding uses or development; topography; and the presence of existing visual and sound buffers. A buffer shall be vegetated unless the commission requires non-vegetated screening. A buffer may include fencing, natural berm, or other similar features. No parking areas, dwelling units, unit-lots, or permissible uses may be located within the perimeter buffer. Access to the development may cross a portion of the buffer.
 - (k) *Parent lot.* Portions of the parent lot not subdivided into unit-lots shall be owned in common by a homeowners' association, or similar entity, comprised of the owners of the unit-lots located within the parent lot.
 - (l) *Stormwater management.* Facilities for the control and disposal of stormwater must be adequate to serve the development and areas draining through the development. Management shall be in accordance with the Stormwater Best Management Practices manual. Where appropriate, natural drainage channels, swales, or other similar areas within the open space may be used for stormwater management at the development. The developer shall provide the CBJ Engineering and Public Works Department with an evaluation of offsite drainage outfalls for the additional runoff contributed by the alternative residential subdivision. The commission may require construction of offsite drainage improvements necessary to accommodate additional runoff from the development.
 - (m) *Permitted uses.* No primary uses are permitted on the parent lot except a recreational center, community facility, or a child care center. Consistent with the table of permissible uses, 49.25.300, only residential uses and associated accessory structures are allowed on the unit-lots. Accessory dwelling units are prohibited on the parent lot and on any unit-lots. A home occupation or a child care home is permissible on the unit-lots. If an alternative residential subdivision creates a lot that complies with the table of dimensional standards, 49.25.400, for the underlying zoning district, the accessory dwelling unit prohibition of this subsection does not apply.
 - (n) *Street sign.* Street signage is required. The developer shall install a street sign provided by the City and ~~Borough of Juneau at the developer's expense. The director shall determine the type of street sign~~
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addresses or street name—upon considering public health, safety, and welfare given the size of the subdivision.

- (o) *Mailboxes.* Upon consultation with the United States Postal Service, the director shall determine the placement location of mailboxes. The director may require additional improvements and design changes to enable efficient mail delivery and to minimize traffic interferences and compliance with CBJ standard details.

(Serial No. 2018-41(c), § 2, 12-17-2018, eff. 1-17-2019)

49.15.930 Alternative residential subdivision review process.

- (a) *General procedure.* A proposed alternative residential subdivision shall be reviewed according to the requirements of section 49.15.330, conditional use permit, and in the case of an application proposing a change in the number or boundaries of unit-lots, section 49.15.402, major subdivisions, except as otherwise provided in this article. Approval shall be a two-step process, preliminary plan approval and final plan approval. In cases involving a change in the number or boundaries of unit-lots, the preliminary and final plat submissions required by section 49.15.402 shall be included with the preliminary and final plan submissions required by this chapter.
- (b) *Preapplication conference.* Prior to submission of an application, the director shall conduct an informal preapplication conference with the developer to discuss the proposed alternative residential subdivision. The purpose of the preapplication conference shall be to exchange general and preliminary information and to identify potential issues and bonuses. The developer may discuss project plans and the director may provide an informal assessment of project permit eligibility, but no statement made by either party shall be regarded as binding, and the result of the conference shall not constitute preliminary approval by the department. The conference shall include a discussion of the zoning, size, topography, accessibility, and adjacent uses of the development site; the uses, density and layout of buildings, parking areas, the open space and landscaping proposed for the development; the common facilities; provision of utilities, including solid waste and recycling collection; the access, the vehicle and pedestrian circulation, and winter maintenance including snow removal locations; the development schedule and the alternative residential subdivision permit procedures. The developer shall provide a sketch of the proposed alternative residential subdivision.

(Serial No. 2018-41(c), § 2, 12-17-2018, eff. 1-17-2019)

49.15.940 Preliminary alternative residential subdivision plan approval.

- (a) *Application.* The developer shall submit to the department one copy of a complete alternative residential subdivision application, which shall include an application form, the required fee, any information required in subsection 49.15.402, the information required by this section, and any other information specified by the director.
- (b) *Required submissions.* The application shall include the following material:
 - (1) *Ownership.* The application shall identify, and shall be signed by or upon, the included written authorization of, all owners, lessees, and optionees of land within the boundaries of all phases of the alternative residential subdivision.
 - (2) *Preliminary development plan.* The application shall include a preliminary development plan, explaining how the proposed alternative residential subdivision will achieve the purposes set forth in section 49.15.900. The preliminary development plan shall summarize the different land uses proposed, including the amount of land for housing, open space, buffer, access, parking and pedestrian circulation; the number and types of housing units and proposed density; the natural features to be protected and hazards to be avoided; and the public, if any, and private services to be provided.

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- (3) *Design.* The application shall describe the design of the alternative residential subdivision, with particular attention to building siting, massing, access, parking, and architectural features; provision of utilities including drainage and trash collection; provision of winter maintenance for access and parking areas; and the circulation of traffic and pedestrians.
 - (4) *Open space, common facilities, and general landscaping.* The preliminary plat shall show and describe common facilities, pedestrian circulation to common facilities and amenities, open space, buffers, landscaping, and similar features.
 - (5) *Request for density bonuses.* If a density bonus is being applied for, the application shall include a narrative describing the justification for the requested bonus, and the application shall show the nature and extent of the requested bonus.
 - (6) *Description of phased development.* The preliminary development plan for a phased alternative residential subdivision shall include:
 - (A) A drawing and development schedule for each phase and for the entire alternative residential subdivision;
 - (B) The size and general location of proposed land uses for each phase at the maximum level of density, including maximum allotment of density bonuses;
 - (C) A description of the access (pedestrian and vehicular) connecting all the phases and where they will connect at the alternative residential subdivision boundaries;
 - (D) A description of how the developer will address the cumulative impacts of the phased development on the neighborhood and the natural environment;
 - (E) A description of the overall design theme unifying the phases;
 - (F) An analysis of how each phase in the project will meet the requirements of subsection 49.15.960(b); and
 - (G) A sketch plat consistent with section 49.15.410.
 - (c) *Department review.* The director shall advise the developer whether the alternative residential subdivision application is complete, and, if not, what the developer must do to make it complete. Within 45 days after determining an application is complete, the director shall schedule the preliminary plan for a public hearing before the commission. The director shall give notice to the developer and the public according to section 49.15.230.
 - (d) *Commission action.* The commission may approve an alternative residential subdivision preliminary plan if it meets the following requirements:
 - (1) The development protects natural features and avoids natural hazards by reserving them as open space;
 - (2) The development is consistent with the land use code;
 - (3) The development incorporates perimeter buffers sufficient to minimize off-site impacts of the subdivision and to maximize harmony with the neighborhood;
 - (4) Utilities proposed for connection to the City and Borough system meet City and Borough standards, and all others are consistent with sound engineering practices, as determined by the City and Borough Engineering and Public Works Department;
 - (5) The configuration of the development provides for economy and efficiency in utilities, housing construction, access, parking and circulation;
-

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- (6) If the approval is for a phased development, that each phase is consistent with the preliminary development plan and design of the entire alternative residential subdivision;
 - (7) Adequately addresses the cumulative impacts of the phased development on the neighborhood and the natural environment; and
 - (8) If the approval includes an allotment of a density bonus, the density bonus complies with section 49.15.920(e)(4).
- (e) *Expiration.* Approval of a preliminary plan shall expire 18 months after the commission notice of decision unless a final plan for the entire project or, in the case of a phased development, the first phase thereof, is submitted to the department for commission action. An application for extension of a preliminary plan shall be according to section 49.15.250, development permit extension.
- (Serial No. 2018-41(c), § 2, 12-17-2018, eff. 1-17-2019)

49.15.950 Final alternative residential subdivision plan approval.

- (a) *Application.* Upon completion of all conditions of the preliminary plan, the developer shall submit an application, fee, and a final plan for commission approval.
- (b) *Homeowners' association.* The formation of a homeowners' association, or similar entity, is required.
 - (1) The articles of incorporation and bylaws of the homeowners' association, required under A.S. 34.08 or this chapter, shall be prepared by a lawyer licensed to practice in the state.
 - (2) The homeowners' association shall be responsible for the maintenance of open space, water and sewer utilities, and stormwater control features and drainages. The association documents shall specify how any other common facilities shall be operated and maintained. The association documents shall require homeowners to pay periodic assessments for the operation, maintenance and repair of common facilities. The documents shall require that the governing body of the association adequately maintain common facilities.
 - (3) If the alternative residential subdivision is phased, the association documents shall specify how the cost to build, operate, and maintain improved open space and common facilities shall be apportioned among homeowners of the initial phase and homeowners of later phases.
 - (4) The homeowners' association documents shall be recorded with the approved final plat.
- (c) *Commission action.* The commission may approve the final plan if it substantially conforms to the approved preliminary plan and all requirements of this article.
- (d) *Expiration.* An approved final plan shall expire 18 months after recording if the applicant fails to obtain an associated building permit and make substantial construction progress. An application for extension of a final plan shall be according to section 49.15.250, development permit extension.

(Serial No. 2018-41(c), § 2, 12-17-2018, eff. 1-17-2019)

49.15.960 Phased development.

- (a) *Phasing allowed.* An applicant may develop an alternative residential subdivision in phases, provided the initial application includes a preliminary development plan sufficient to assess the cumulative effects of the entire alternative residential subdivision on the neighborhood and the environment according to the standards in subsection 49.15.940.

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- (b) *Completion of an individual phase.* Each phase shall be so designed and implemented that, when considered with reference to any previously constructed phases but without reference to any subsequent phases, it meets the design and density standards applicable to the entire alternative residential subdivision. Construction and completion of open space and common facilities serving each phase in an alternative residential subdivision shall proceed at a rate no slower than that of other structures in that phase. No phase shall be eligible for final plan approval until all components of all preceding phases are substantially complete and homeowners' association documents have been approved.
- (c) *Standards for phases.* Each phase of an alternative residential subdivision shall be reviewed according to the provisions of this chapter then current. Each phase of an alternative residential subdivision shall maintain design continuity with earlier phases. At no point during a phased development shall the cumulative density exceed that established in the approved preliminary plan.
- (Serial No. 2018-41(c), § 2, 12-17-2018, eff. 1-17-2019)

49.15.970 Amendments to approved alternative residential subdivision plan.

- (a) *Request for amendment.* The developer of an alternative residential subdivision may request an amendment to an approved preliminary or final alternative residential subdivision plan. The request shall state the reasons for the amendment and shall be submitted in writing to the director, who shall inform the developer within 15 days whether the request shall be processed as a minor amendment or major amendment.
- (b) *Minor amendment.* A minor amendment may be submitted without a filing fee and may be approved by the director. For purposes of this section, a minor amendment is a change consistent with the conditions of the original plan approval, and would result in:
- (1) Insignificant change in the outward appearance of the development;
 - (2) Insignificant impacts on surrounding properties;
 - (3) Insignificant modification in the location or siting of buildings or open space;
 - (4) No reduction in the number of parking spaces below that required;
 - (5) A delay of no more than one year in the construction or completion schedule for the project or, in the case of a phased project, the phase for which the amendment is requested.
- (c) *Major amendment.* All other amendments shall be reviewed by the commission upon payment of a filing fee and in accordance with the requirements of the original plan approval.

(Serial No. 2018-41(c), § 2, 12-17-2018, eff. 1-17-2019)



DEVELOPMENT PERMIT APPLICATION

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

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

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

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

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

	Intake Initials
Case Number	Date Received



SUBDIVISION AND DEVELOPMENT PLAN APPLICATION

See subdivision hand-outs for more information regarding the permitting process and the materials required for a complete application.

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

PROJECT SUMMARY

Number of Existing Parcels _____ Total Land Area _____ Number of Resulting Parcels _____

HAS THE PARCEL BEEN CREATED BY A MINOR SUBDIVISION IN THE PRECEDING 24 MONTHS

☐ NO ☐ YES Case Number _____

TYPE OF SUBDIVISION OR PLATTING APPROVAL REQUESTED

MINOR DEVELOPMENT

(changing or creating 13 or fewer lots)

- ☐ Preliminary Plat (MIP)
- ☐ Final Plat (MIF)
- ☐ Panhandle Subdivision
- ☐ Accretion Survey
- ☐ Boundary Adjustment
- ☐ Lot Consolidation (SLC)
- ☐ Bungalow Lot Subdivision
- ☐ Common Wall/Zero Lot Subdivision
- ☐ Other _____

MAJOR DEVELOPMENT

(changing or creating 14 or more lots)

- ☐ Preliminary Plat (SMP)
- ☐ Final Plat (SMF)
- ☐ Preliminary Development Plan – PUD (PDP)
- ☐ Final Development Plan – PUD (PDF) Preliminary
- ☐ Development Plan – ARS (ARP) Final
- ☐ Development Plan – ARS (ARF)
- ☐ Bungalow Lot Subdivision
- ☐ Common Wall/Zero Lot Subdivision
- ☐ Other _____

ALL REQUIRED DOCUMENTS ATTACHED

- ☐ Pre-application conference notes
- ☐ Narrative including:
 - ☐ Legal description(s) of property to be subdivided
 - ☐ Existing structures on the land
 - ☐ Zoning district
 - ☐ Density
 - ☐ Access
 - ☐ Current and proposed use of any structures
 - ☐ Utilities available
 - ☐ Unique characteristics of the land or structure(s)

☐ Preliminary Plat checklist

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

SUBDIVISION/PLATTING FEES	Fees	Check No.	Receipt	Date
Application Fees	\$ _____			
Admin. of Guarantee	\$ _____			
Adjustment	\$ _____			
Total Fee	\$ _____			

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

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

I:\FORMS\PLANFORM\Subdivision Application.docx

Case Number	Date Received

Revised October 2019 - Page 1 of 1



PRELIMINARY PLAT CHECK LIST

Name of Proposed Subdivision: _____

The following items must be included with the initial submittal of a Preliminary Plat:

- ☐ Application, filled out completely
- ☐ Project Narrative
- ☐ Pre-application Conference Report
- ☐ Disclosure of all known environmental hazards and any proposed mitigation measures recommended in the applicable environmental document.
- ☐ Preliminary Plat Checklist: I have reviewed the checklist and all submittals for completeness and accuracy.
- ☐ Application fee (see fee schedule)
- ☐ Five (5) – 24" by 36" Copies
- ☐ Lot Closure Report

Applicant or Surveyor - Signature

Date

Applicant or Surveyor - Print Name

GENERAL REQUIREMENTS

- ☐ The preliminary plat shall be prepared by a professional land surveyor, registered in the State of Alaska
- ☐ The preliminary plat shall be submitted on 22 by 34 inch sheets. The director of engineering and public works may approve alternate sheet sizes
- ☐ The preliminary plat shall be drawn with black ink to a scale of one-inch to 100 feet or less, or other suitable scale approved by the director of engineering and public works
- ☐ The preliminary plat shall be oriented with north toward the top of the sheet.
- ☐ A vicinity map shall be located in the upper right-hand corner of the sheet
- ☐ The vicinity map shall be oriented in the same direction as the plat
- ☐ A suitable north arrow shall be shown for the plat and vicinity map
- ☐ All line work and lettering must be of professional quality, and all line widths and lettering sizes must be of such size that all information can be clearly shown without overlap or confusion

GRAPHIC REQUIREMENTS - A preliminary plat shall contain the following information:

Title block - An enclosed title block in the lower right-hand corner containing the following information:

- ☐ The proposed name of the subdivision
- ☐ The legal description of the parcel to be subdivided including U.S. Survey, U.S. Mineral Survey, A.T.S. number or section, township, and range number, as applicable
- ☐ "City and Borough of Juneau, Alaska"
- ☐ "State Recorder's Office at Juneau"
- ☐ The date the preliminary plat was prepared and revised
- ☐ The horizontal scale
- ☐ The name and address of the owner of record
- ☐ The name, address, and telephone number of the surveyor preparing the preliminary plat

Preliminary Plat Checklist

Updated 1/2018

Page 2 of 5

Lot, block, and street information:

- ☐ The area of each lot
- ☐ The dimensions in feet and hundredths of a foot
- ☐ An identifying number and letter for lots and blocks
- ☐ Lots numbered consecutively, commencing with the number "1," with no omissions or duplications
- ☐ If the remainder of an original parcel being subdivided is relatively large, it shall be designated as a "tract" with an identifying number
- ☐ All parcels of land intended to be dedicated for public use or reserved for the use of all of the property owners in the proposed subdivision shall be shown as lots, and consecutively numbered. The purpose and any conditions or limitations on the use of the parcel shall be noted on the plat
- ☐ Abutting properties shall be shown with dashed lines, numbers, and/or letters
- ☐ For resubdivisions or public way vacations, the lines and legal description of the previous lots shall be shown with light dashed lines, numbers, and/or letters, or by a separate plat on the same sheet showing the previous lot lines
- ☐ The minimum data shown for each curve shall be as follows:
 - ☐ Length
 - ☐ Central angle
 - ☐ Radius
 - ☐ Bearing and distance of long chord
- ☐ Setbacks shall be shown on all corner lots and any lots with multiple frontage. Setbacks shall be shown on typical lots

Boundary lines:

- ☐ All boundary lines of the subdivision with bearings and distances described
- ☐ All retraced boundary lines shall show record and measured bearings and distances where they differ. Record dimension information shall be shown within parentheses and include a record source identification
- ☐ The exterior boundary lines of the subdivision shall be a solid black opaque line that is of a width that distinguishes it from all other property lines shown on the plat
- ☐ If phasing is proposed, then the boundaries and number of each phase, sequential lot numbering, and a subdivision name consistent with previous phases shall be shown

Monumentation:

- ☐ The monuments used to establish the basis of bearing
- ☐ Each monument found or set shall be identified on the plat by a symbol
- ☐ A complete description of the monument, including type and all information printed on the cap. A typical drawing shall be shown for each type of monument cap set
- ☐ A legend showing the symbols for all the types of monuments
- ☐ The identification, description location, elevation, and datum of the benchmark used to establish vertical control

Site access, circulation, and utilities:

- ☐ The widths and names of existing rights-of-way within the subdivision and within 100 feet of the subdivision boundary
- ☐ Proposed rights-of-way, including their widths and proposed names
- ☐ The grades of existing and proposed streets within these rights-of-way
- ☐ The width, ownership, use, and record reference of all proposed and existing easements within the subdivision and within 100 feet of the subdivision boundary
- ☐ The width, ownership, and use of all proposed easements

Preliminary Plat Checklist
Updated 1/2018
Page 3 of 5

- ☐ All proposed and existing easements shall have sufficient dimensions shown to determine their location on the ground
- ☐ Existing trails or pathways within the subdivision and within 100 feet of the subdivision boundary, including the width of any associated rights-of way or easements
- ☐ Proposed trails or pathways and widths of their rights-of-way
- ☐ If the plat submitted covers only a part of the tract under the control of the applicant, a sketch plat of the prospective street system of the unplatted part shall be submitted
- ☐ The location of any existing or proposed driveways/curb cuts that access or are proposed to access any existing or proposed street

Topographic information:

- ☐ For slopes of less than five percent, show one foot contour lines and include spot elevations at all breaks in grade, along all drainage channels or swales, and at selected points not more than 100 feet apart in all directions
- ☐ For slopes between five percent and ten percent, show two foot contour lines
- ☐ For slopes greater than ten percent, show five foot contour lines
- ☐ Every fifth elevation contour shall be distinctive and clearly labeled
- ☐ Dashed lines shall represent existing contours
- ☐ Mapping shall include any significant features which can materially affect the design of the subdivision, including, but not limited to, structures, fences, walls, and utility poles
- ☐ If irregular slopes or special features are present, additional contour information may be required by the director of engineering and public works for planning or construction purposes. Additional required information may include projecting the topography of the site after grading has taken place, showing such items as:
 - ☐ Pad elevations and drainage patterns for each lot
 - ☐ Tops and toes of all manufactured slopes, including daylight lines
 - ☐ Existing and proposed retaining wall locations and heights
- ☐ For subdivisions located in hillside areas with slopes greater than eighteen percent, additional requirements apply in accordance with CBJ 49.70, Article II

Sewer and water:

- ☐ Existing sewer and water mains within the tract with pipe sizes and grades
- ☐ A draft plan for proposed water and sewer lines showing the size, approximate slope, and connection points with elevations for the purpose of determining the feasibility of construction

Multisheet plats:

- ☐ When a plat requires more than one sheet, exclusive of a certificate sheet, an index sheet shall be included. When a plat requires more than three sheets, a cover sheet shall also be included, showing the subdivision title, a key map, and all certificates. Each additional sheet shall include the following data:
 - ☐ North arrow
 - ☐ Legend
 - ☐ Surveyor's seal and signature
 - ☐ Title block
 - ☐ Sheet _____ of _____
 - ☐ Scale
 - ☐ All plat notes
 - ☐ Vicinity map

Preliminary Plat Checklist
Updated 1/2018
Page 4 of 5

ADDITIONAL MAPPING OR REPORTS- *At the pre-application meeting, it will be determined if any of the following additional mapping or reports are required to be submitted with the preliminary plat. If required, the following additional mapping or reports shall be submitted:*

Hazard and Special Habitat Areas:

- ☐ Any portion of a special flood hazard area, landslide or avalanche area, habitat area as defined by CBJ 49.70.310, or watersheds, either existing at the proposed subdivision site or shown on the overlay maps, adopted pursuant to this title, to exist at the proposed subdivision site, must be depicted on the preliminary plat
- ☐ The boundaries of any wetland areas must be depicted on the preliminary plat. Boundaries must be determined by a person qualified to perform wetland delineations

Soils report:

- ☐ A soils report prepared by an engineer licensed by the State of Alaska shall be required if the proposed subdivision is located farther from the existing public sewer system than specified in CBJ 49.35, and the applicant chooses to provide on-lot waste disposal rather than to connect to the public system. A soils report shall include the following:
 - ☐ Certification that the proposed lots are large enough and have soil of sufficient permeability to permit the construction of approved waste treatment systems for on-lot waste disposal
 - ☐ The location and size of drain fields for each lot
 - ☐ The locations and logs of test borings, percolation test results, and a hydrological evaluation of on-site sewage disposal
 - ☐ If the soils report indicates that the soils found on the site are not of sufficient permeability or the lots are not large enough to permit the construction of systems for on-lot waste disposal, the size of the proposed lots must be increased or alternate methods for waste disposal proposed
 - ☐ The soils report shall describe the nature of the subsurface soils and any soil conditions that would affect the design of the proposed development. The soils report shall state whether the proposed subdivision plan is feasible and provide general solutions for all known geotechnical conditions or problems

Drainage report:

- ☐ A preliminary report specifying the method by which the applicant proposes to manage surface and subsurface drainage for the subdivision and the effect of such method on adjacent areas. Unlike the drainage plan required by CBJ 49.35.510, the preliminary drainage report does not need to be prepared by a licensed engineer. The report must address the following:
 - ☐ A calculation of the increase in stormwater runoff resulting from the proposed development as well as the runoff from all drainage areas associated with the site. Runoff calculations shall be based on a fully-developed subdivision and a 25-year storm event
 - ☐ How drainage from the proposed subdivision will join an established drainage channel or channels, unless the director of engineering and public works approves use of an alternative drainage way
 - ☐ An evaluation of existing drainage ways and structures located between the subdivision and the receiving water body, and verification that the existing drainage ways can accommodate the increased runoff. If the increased runoff cannot be handled, the plan must propose solutions to the problem
 - ☐ All required improvements, on or off site, that are shown on the construction plans in accordance with CBJ 49.35, Article V, and that will be constructed as part of the subdivision

Water:

- ☐ For subdivisions of five or more lots, including major subdivisions, the following shall be included, where applicable, in accordance with CBJ 49.15.412:
 - ☐ If a proposed subdivision is located at greater distance from the existing public water system than specified in CBJ 49.35, Article III, and the applicant chooses not to connect to the public system, a statement that the applicant will provide a community water system or that individual wells will be used

Preliminary Plat Checklist
Updated 1/2018
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- ☐ A report by a registered engineer or geologist that clearly supports the legal and physical availability of adequate water. Methods for proof of water availability and the standards for quantity are listed in CBJ 49.35, Article III
- ☐ A copy of the State application for a permit to appropriate water in the quantity required to meet the subdivisions demands
- ☐ This does not apply to remote subdivisions unless: the subdivider of the remote subdivision chooses to provide potable water, a public water system is available and the subdivision falls within the criteria outlined in CBJ 49.35.310(a), or the subdivision has four or fewer lots.
- ☐ The director for minor subdivisions, and the planning commission for major subdivisions, may, for good cause, temporarily waive the requirement to provide a water report and proof of water, and condition the approval of the preliminary plat upon the provision of both documents as part of the final plat application and approval process.

Erosion control:

- ☐ A report explaining the method by which the applicant proposes to control erosion and manage runoff, and potential impacts to adjacent properties or water bodies. The report shall include a plan for preservation of ground cover in areas where runoff and resulting erosion need to be minimized.

Traffic study:

- ☐ A traffic impact analysis may be required with the preliminary plat in accordance with CBJ 49.40.300.

Shadow plats:

- ☐ For subdivisions of five or more lots in transition areas, a shadow plat shall be submitted according to CBJ 49.70.710. The shadow plat shall consist of a sketch superimposed on the proposed subdivision layout. This sketch shall reflect any future resubdivision of the parcels into smaller lots consistent with the higher density and the lot size allowed under the transition zoning.



ALLOWABLE/CONDITIONAL USE PERMIT APPLICATION

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

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

To be completed by Applicant

PROJECT SUMMARY

TYPE OF ALLOWABLE OR CONDITIONAL USE PERMIT REQUESTED

- ☐ Accessory Apartment – Accessory Apartment Application (AAP)
☐ Use Listed in 49.25.300 – Table of Permissible Uses (USE)

Table of Permissible Uses Category: _____

IS THIS A MODIFICATION or EXTENSION OF AN EXISTING APPROVAL?

☐ YES – Case # _____ ☐ NO

UTILITIES PROPOSED

WATER: ☐ Public ☐ On Site

SEWER: ☐ Public ☐ On Site

SITE AND BUILDING SPECIFICS

Total Area of Lot _____ square feet

Total Area of Existing Structure(s) _____ square feet

Total Area of Proposed Structure(s) _____ square feet

EXTERNAL LIGHTING

Existing to remain
Proposed

☐ No
☐ No

☐ Yes – Provide fixture information, cutoff sheets, and location of lighting fixtures
☐ Yes – Provide fixture information, cutoff sheets, and location of lighting fixtures

ALL REQUIRED DOCUMENTS ATTACHED

☐ Narrative including:

- ☐ Current use of land or building(s)
☐ Description of project, project site, circulation, traffic etc.
☐ Proposed use of land or building(s)
☐ How the proposed use complies with the Comprehensive Plan

If this is a modification or extension include:

- ☐ Notice of Decision and case number
☐ Justification for the modification or extension
☐ Application submitted at least 30 days before expiration date

☐ Plans including:

- ☐ Site plan
☐ Floor plan(s)
☐ Elevation view of existing and proposed buildings
☐ Proposed vegetative cover
☐ Existing and proposed parking areas and proposed traffic circulation
☐ Existing physical features of the site (e.g.: drainage, habitat, and hazard areas)

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

ALLOWABLE/CONDITIONAL USE FEES

	Fees	Check No.	Receipt	Date
Application Fees	\$ _____			
Admin. of Guarantee	\$ _____			
Adjustment	\$ _____			
Pub. Not. Sign Fee	\$ _____			
Pub. Not. Sign Deposit	\$ _____			
Total Fee	\$ _____			

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

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

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

Case Number

Date Received

Allowable/Conditional Use Permit Application Instructions

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

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

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

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

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

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

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

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

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

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

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

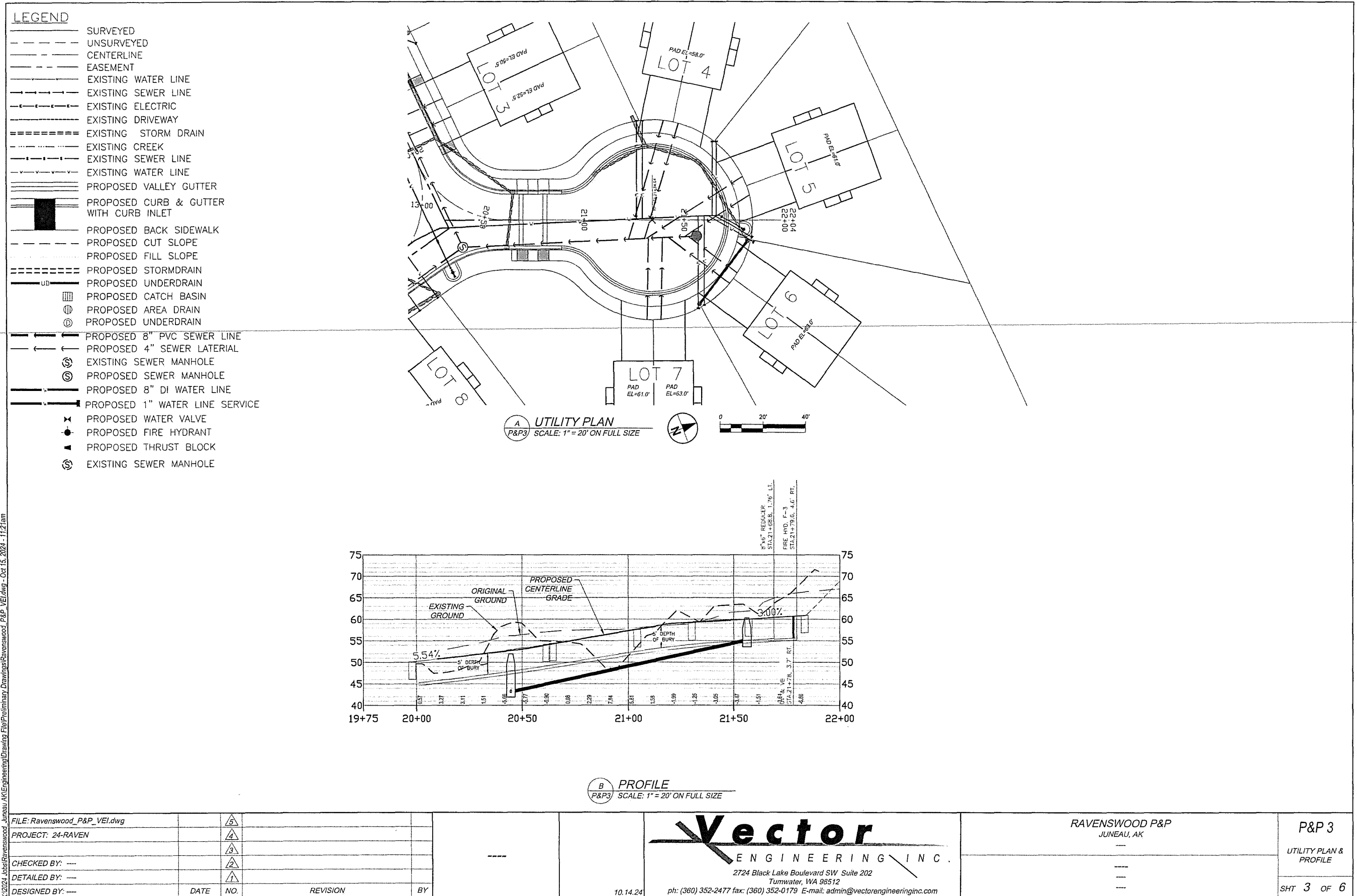
The Applicant will post a sign on the site at least 14 days prior to the meeting. The sign shall be visible from a public right-of-way or where determined appropriate by CDD. Signs may be produced by the Community Development Department for a preparation fee of \$50, and a \$100 deposit that will be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

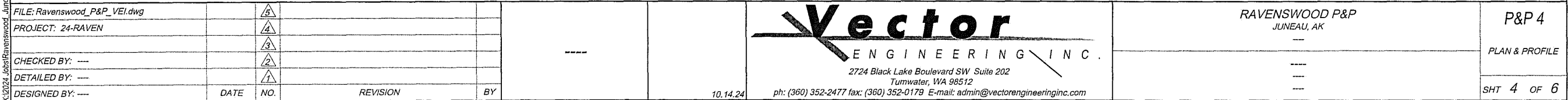
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

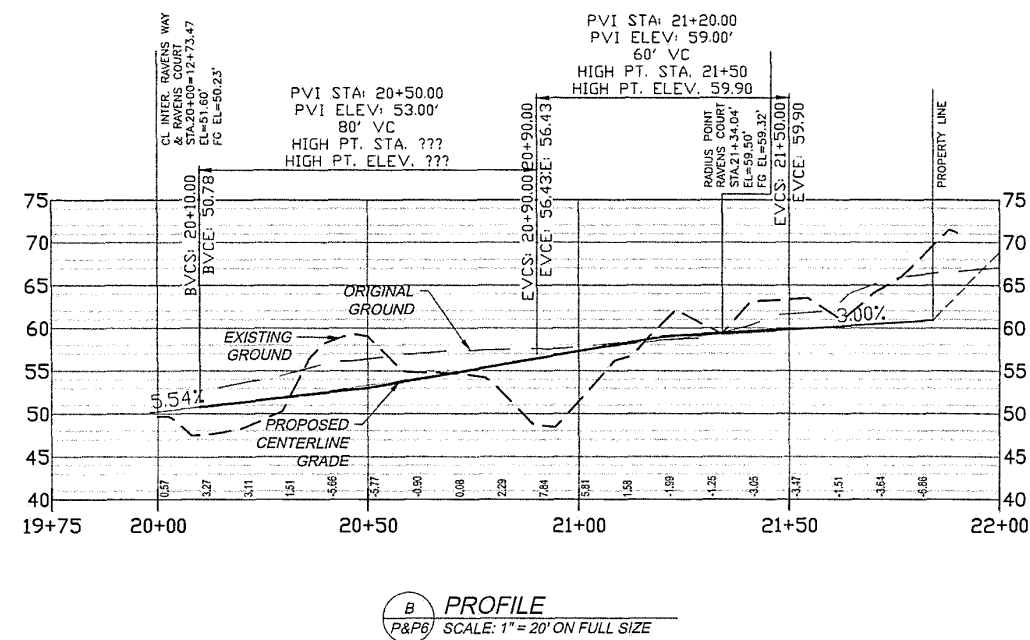
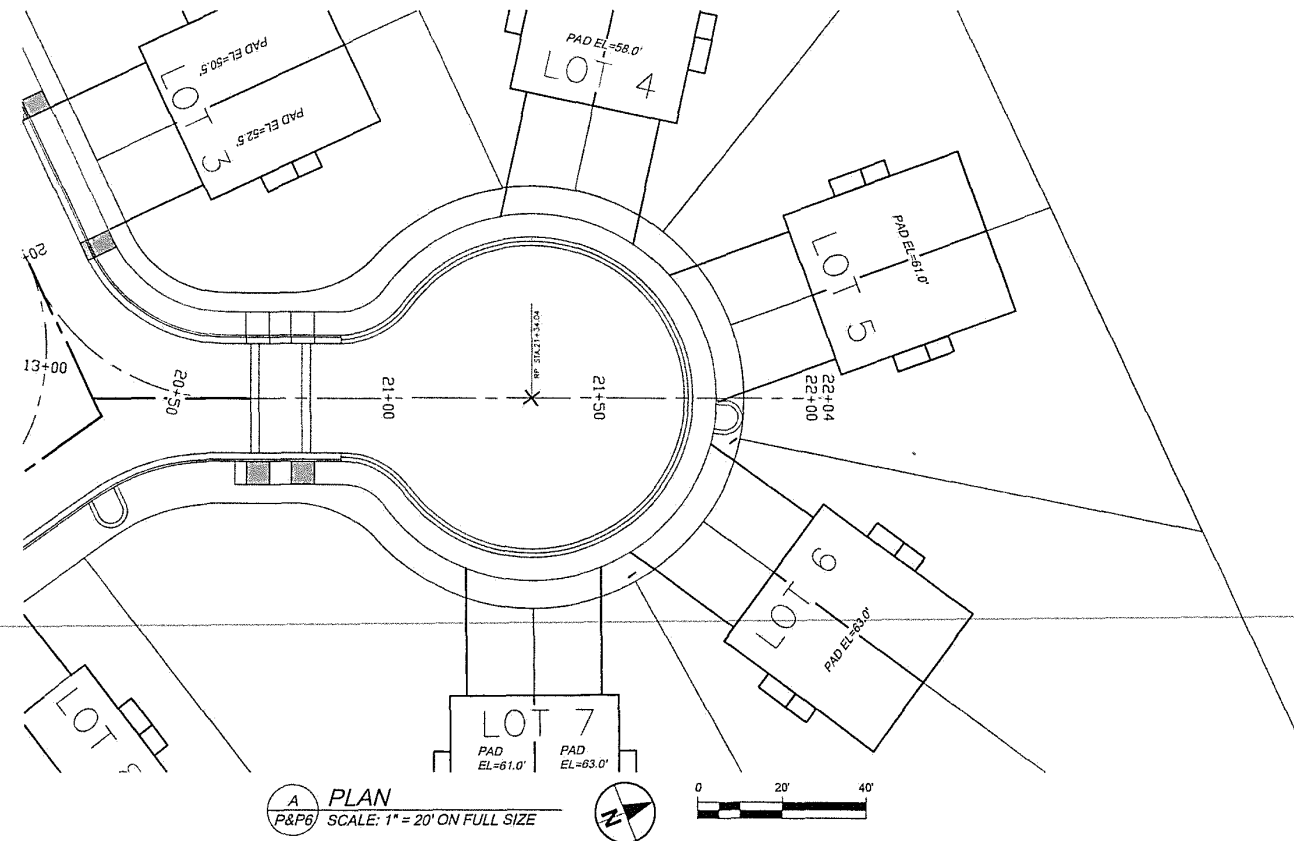
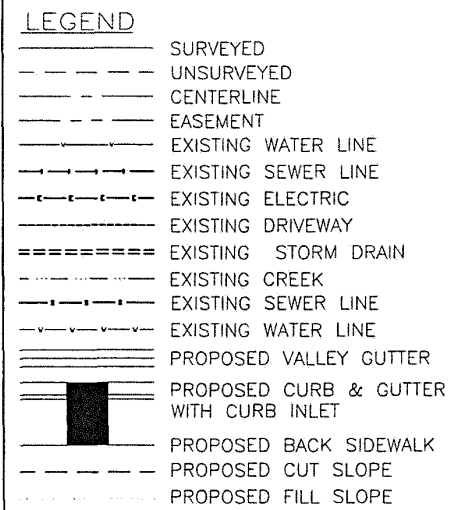




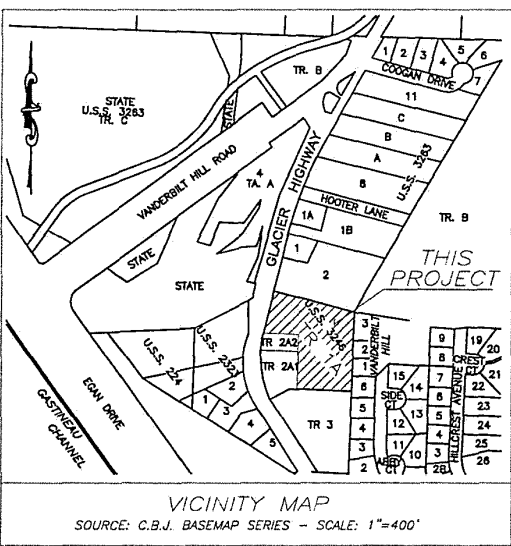






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RAVENSWOOD SUBDIVISION
PHASE I
JUNEAU, ALASKA 99801
JUNE, 2016



PROJECT DATA:

LOCATION: APPROX. 4.5 MILE OLD GLACIER HIGHWAY
CITY & BOROUGH OF JUNEAU

ZONING: R-15
SITE AREA: 5.59 ACRES - PHASE I & PHASE II
NO. OF LOTS: 42 TOWNHOMES (ZERO LOT LINES)
21 DETACHED

AVG. LOT SIZE: 8,406 S.F.
MIN. LOT SIZE: 6,720 S.F.
MEAN NET DENSITY: UNITS/ACRE

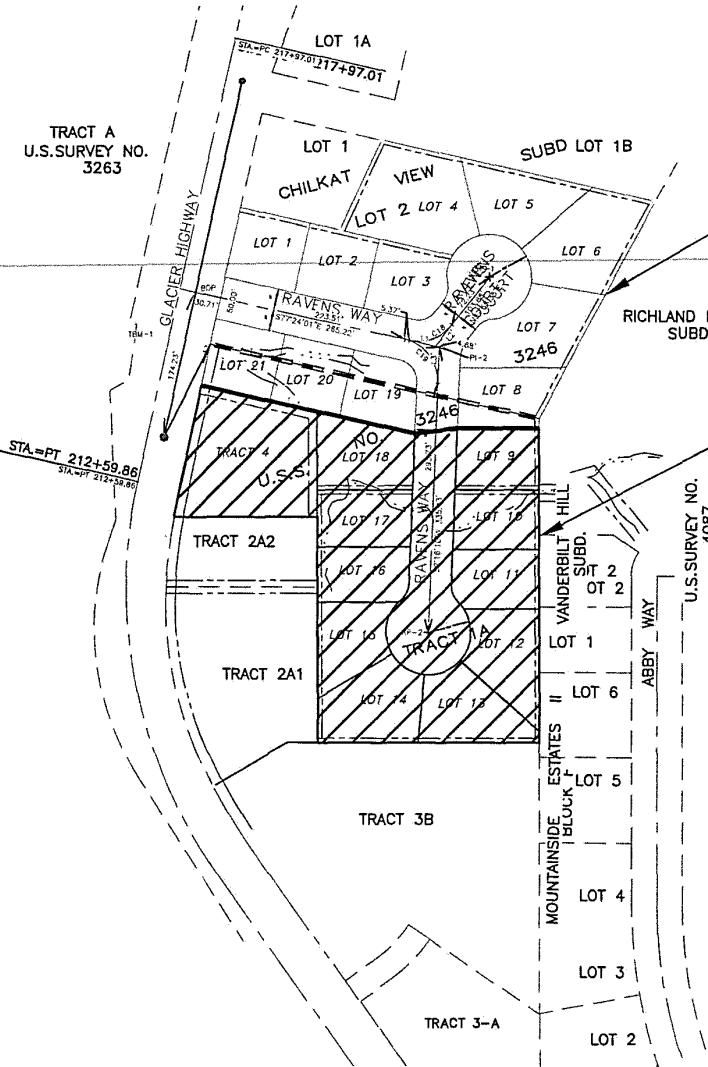
PARKING: 2 PER UNIT

DRAINAGE: CONTROLLED STORM DRAIN

SEWER: PUBLIC-CITY & BOROUGH OF JUNEAU
WATER: PUBLIC-CITY & BOROUGH OF JUNEAU

ELECTRIC: AEL&P

ACCESS PERMIT: STATE OF ALASKA ADOT/PF



PHASE I
(2016-2017)
(13 LOTS)

PHASE II
(2024-2025) TENTATIVE
(8 LOTS)

- NOTES
CONSTRUCTION INSPECTION
1. CITY & BOROUGH JUNEAU AND/OR CONTRACT
 2. ALL WORK SHALL BE CONSTRUCTED IN ACCORDANCE WITH CURRENT CBJ STANDARD DETAILS AND CBJ STANDARD SPECIFICATIONS FOR ENGINEERING AND SUBDIVISION IMPROVEMENTS

FOR:
CITY & BOROUGH OF JUNEAU

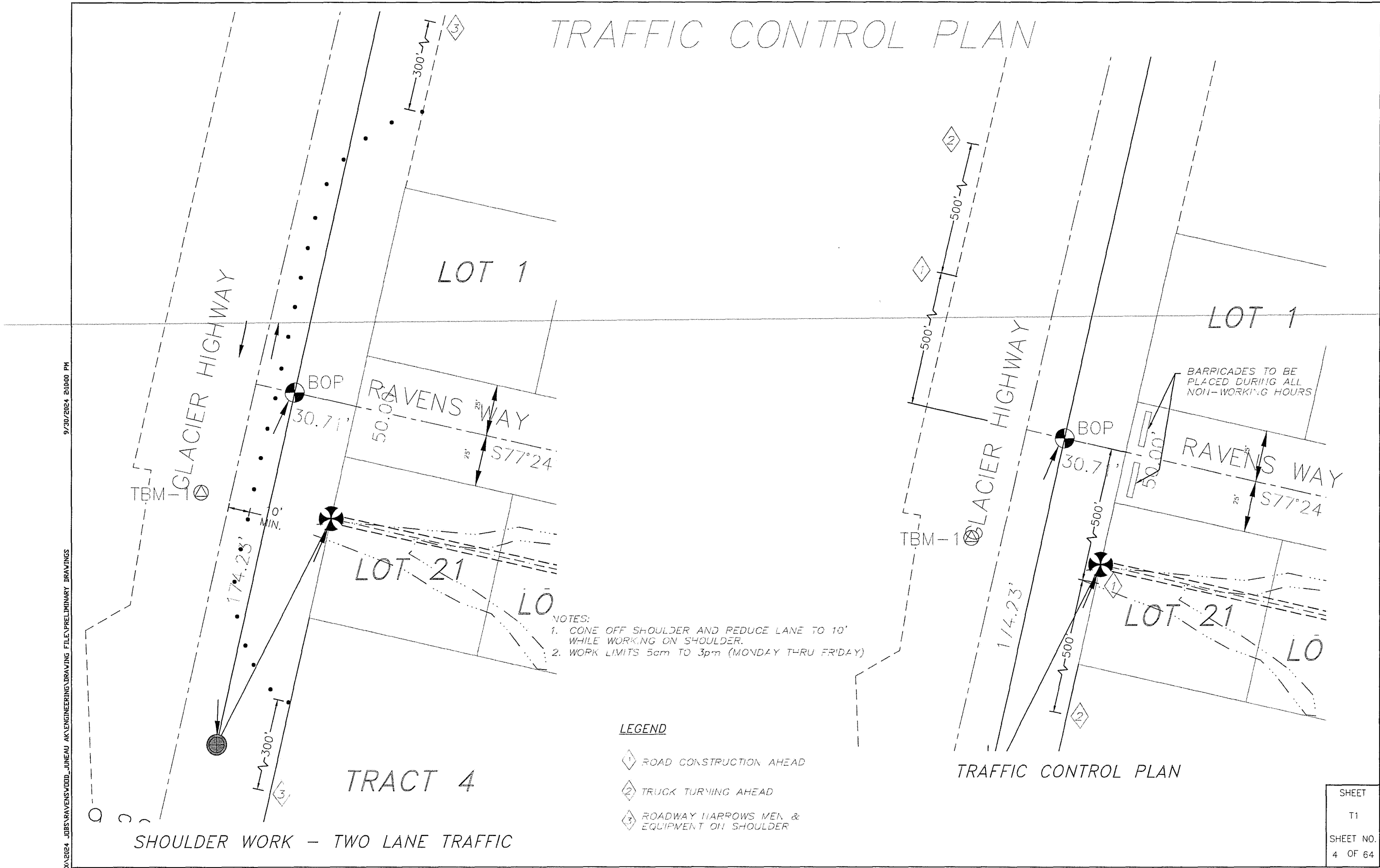
DEVELOPER:
LOAPETE CONSTRUCTION, INC.
PO Box 34939
JUNEAU, ALASKA 99803
(907) 789-5025
ATTN: RICH PETERSON

BID PLAN SET DATED: MAY, 2016

SHEET
G1
SHEET NO.
1 OF 64

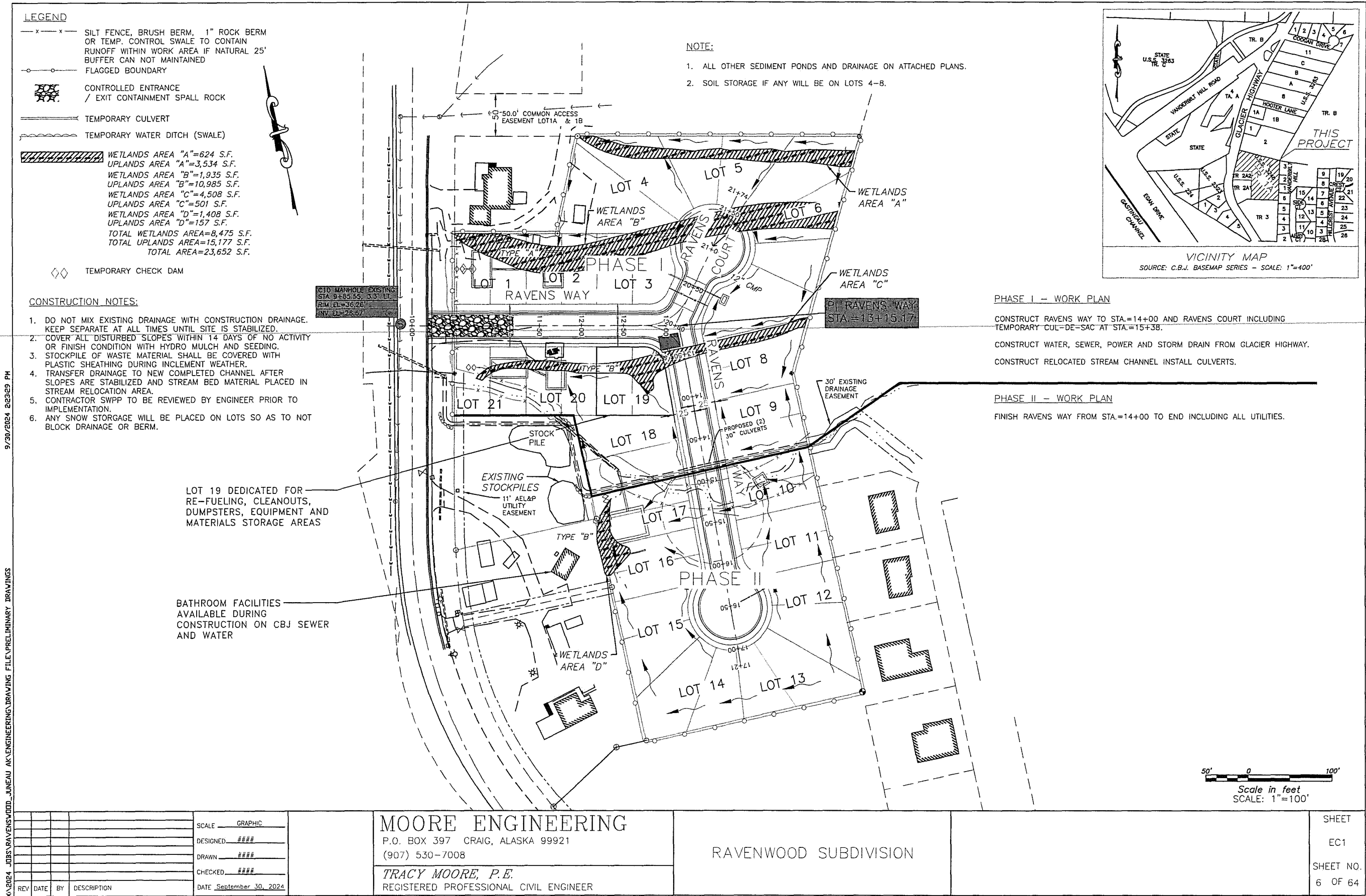
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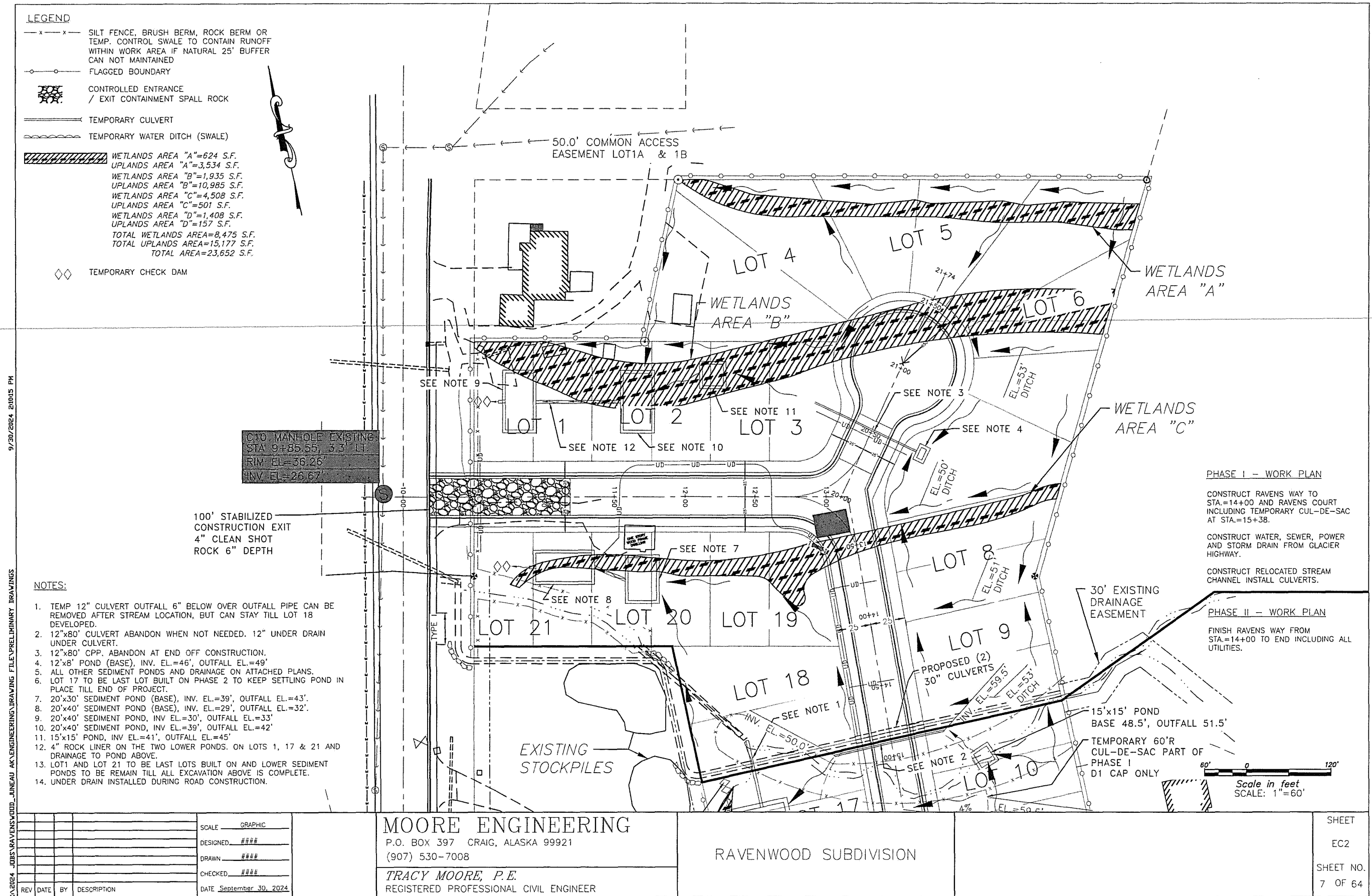
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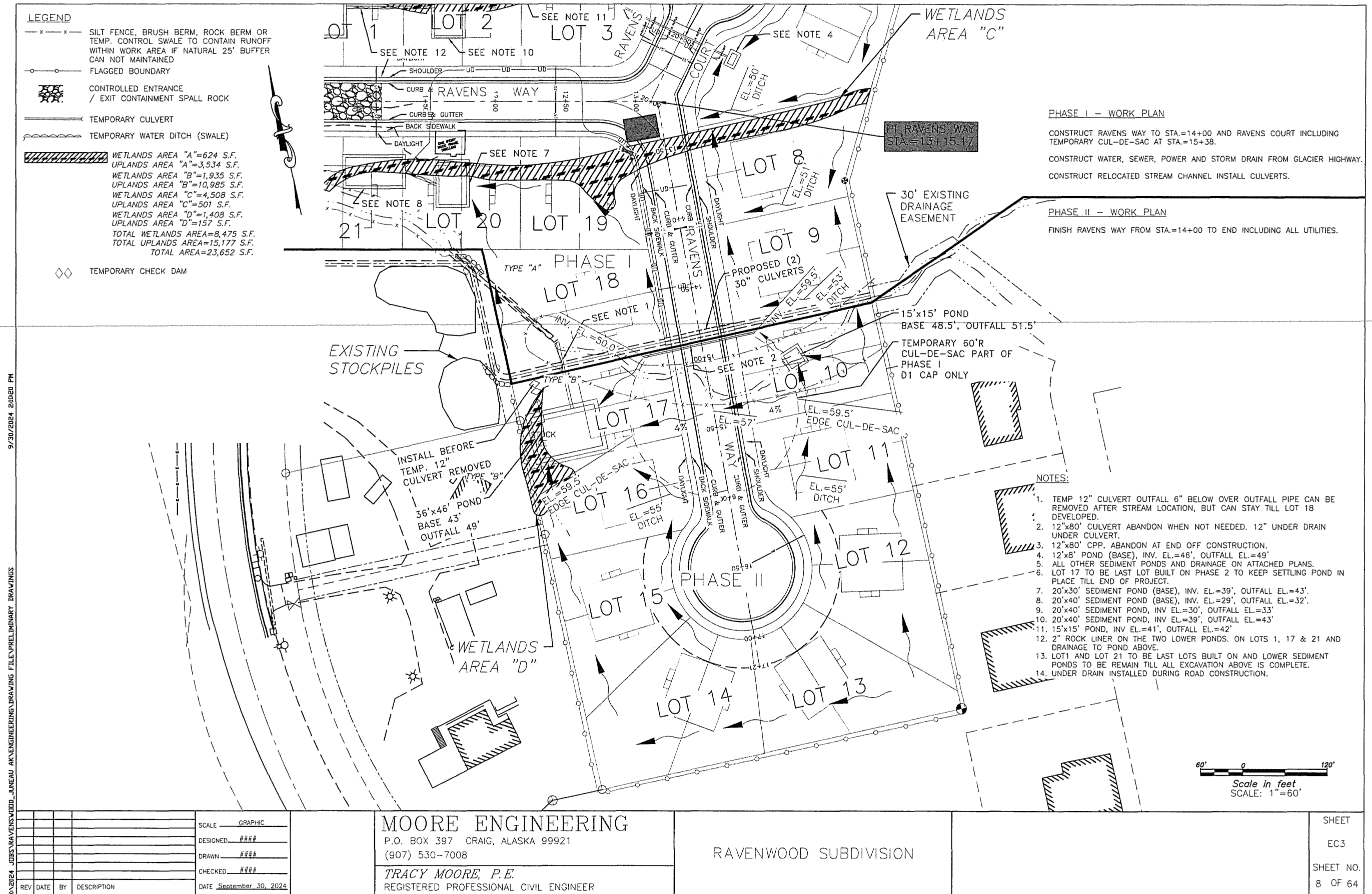


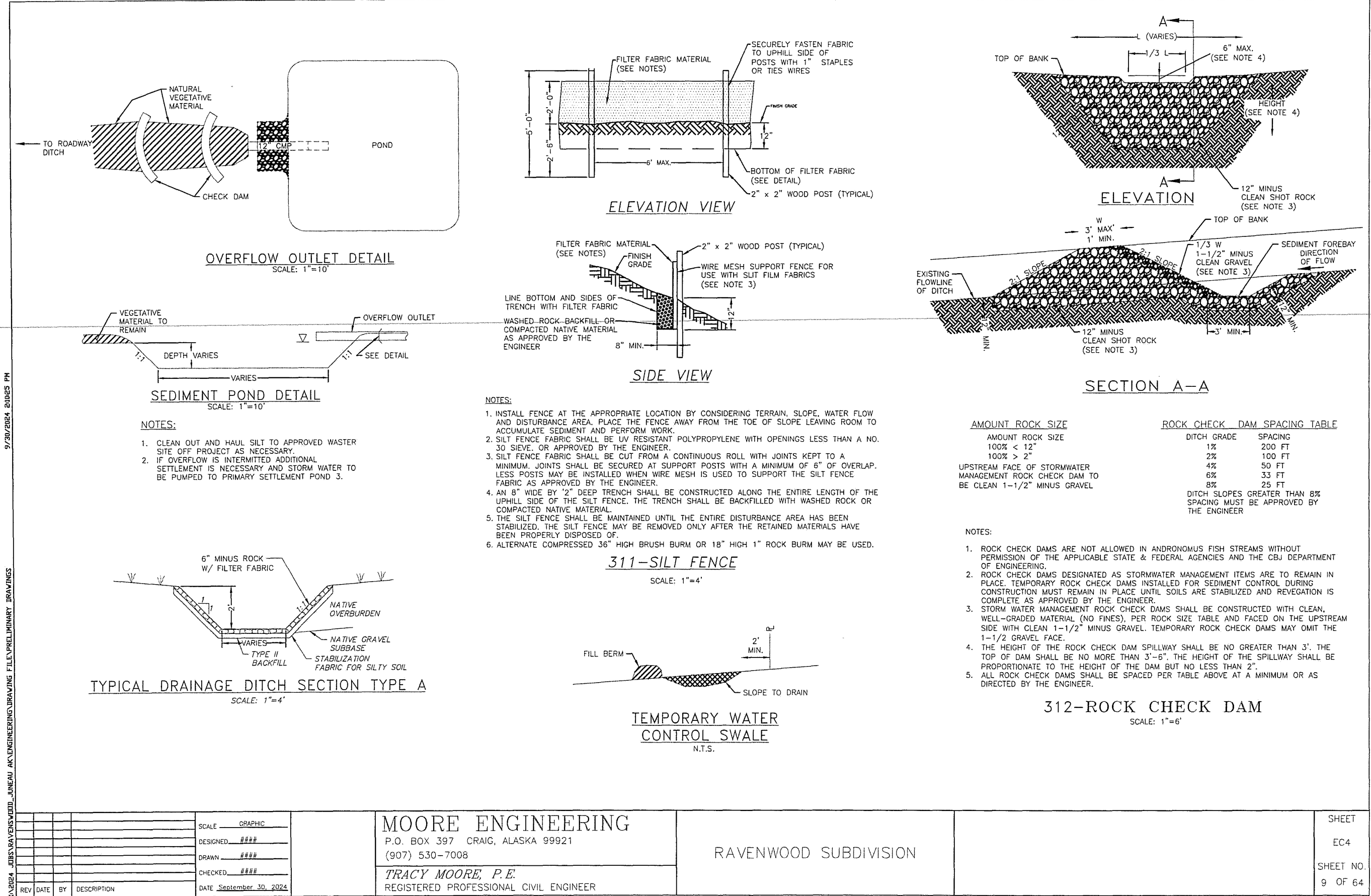
Attachment A – Application Packet

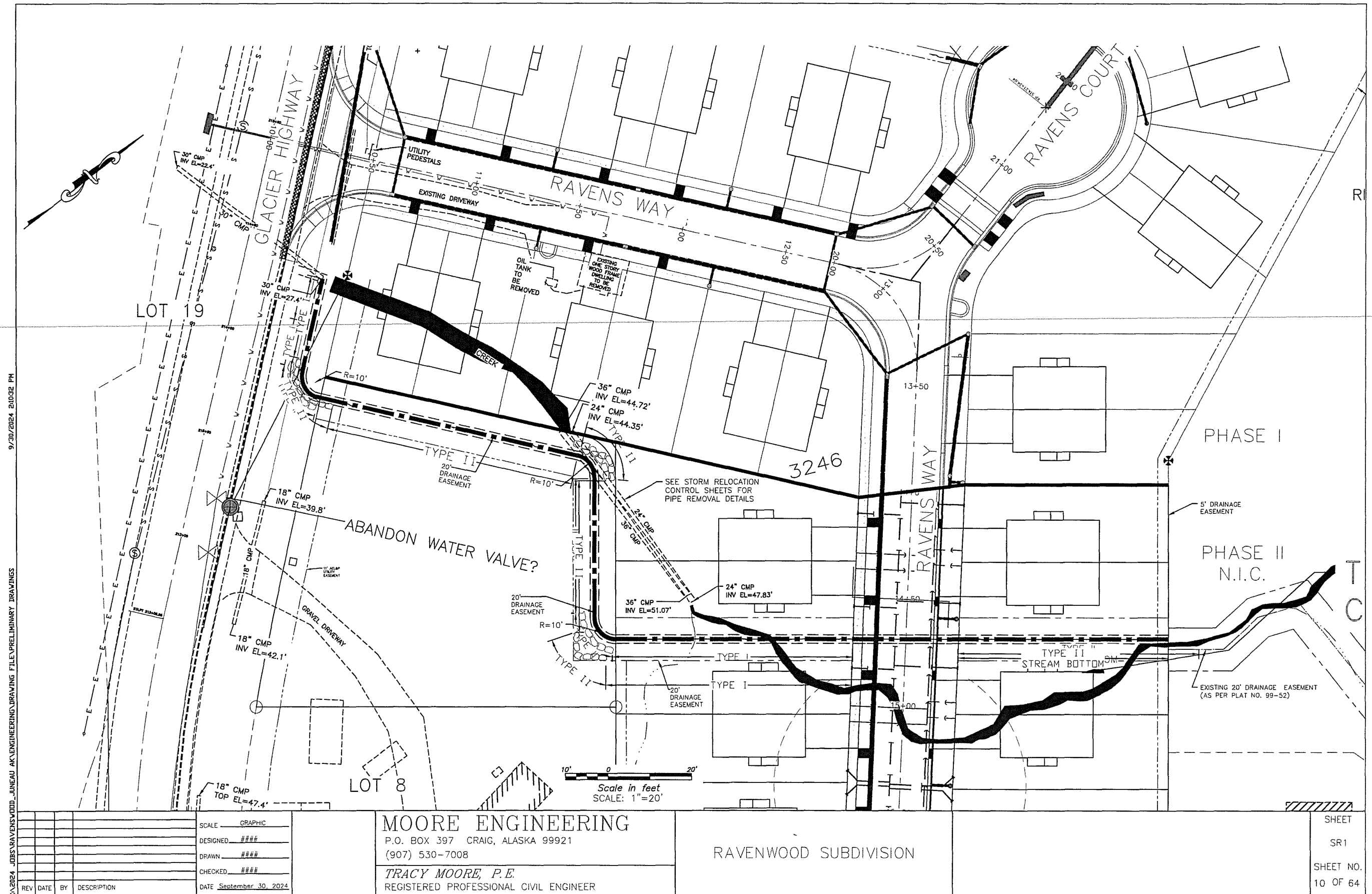
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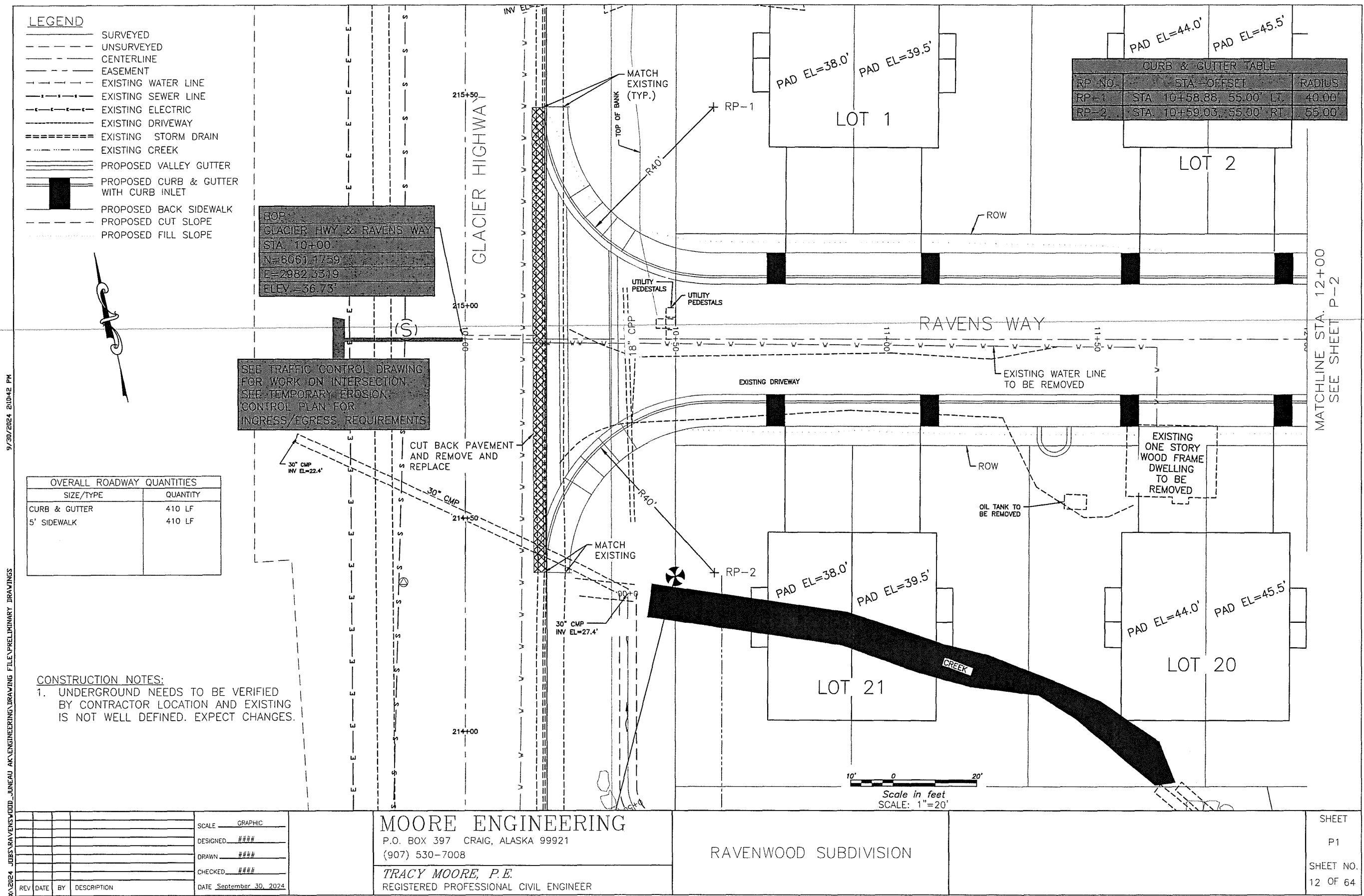


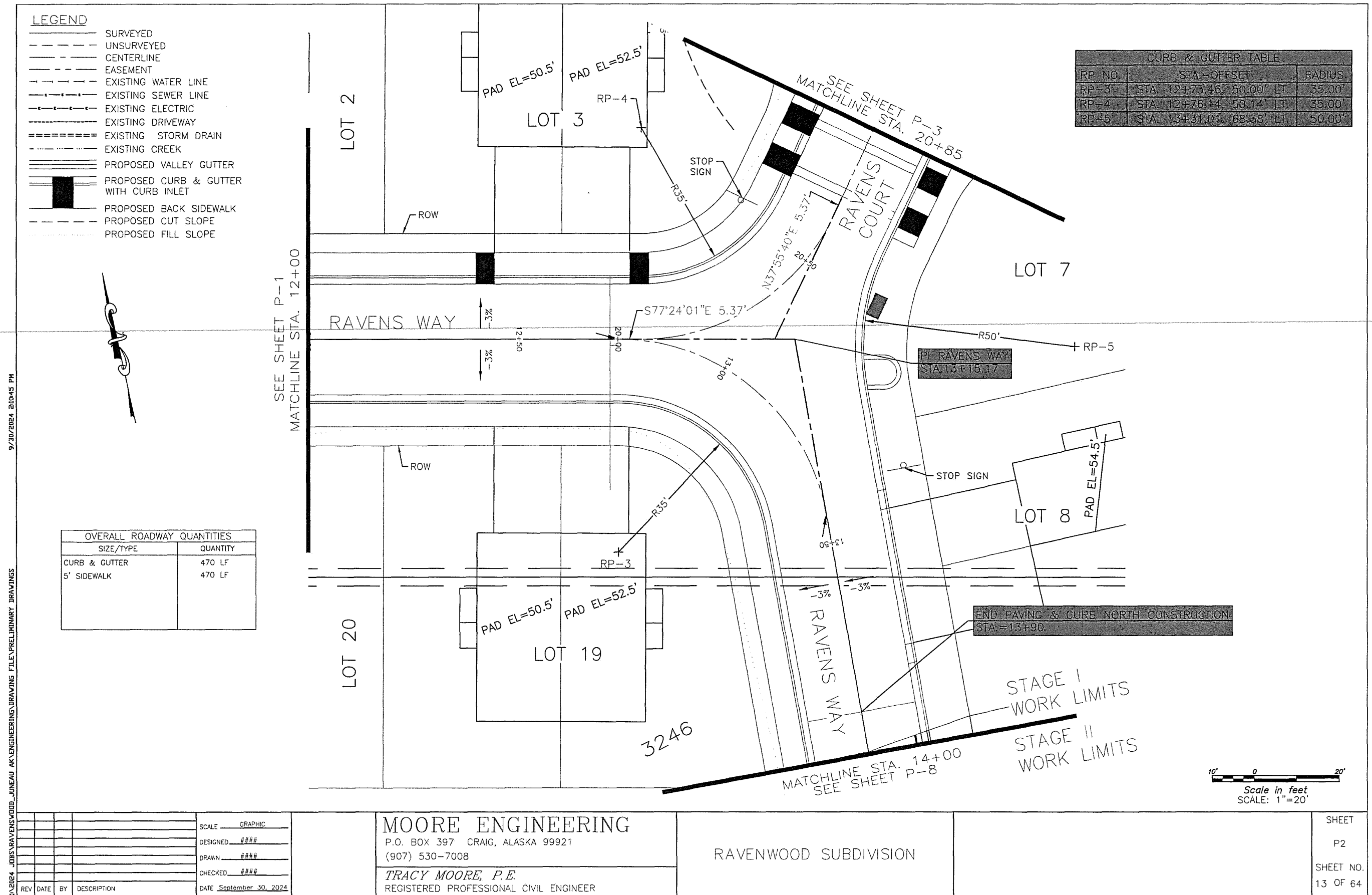


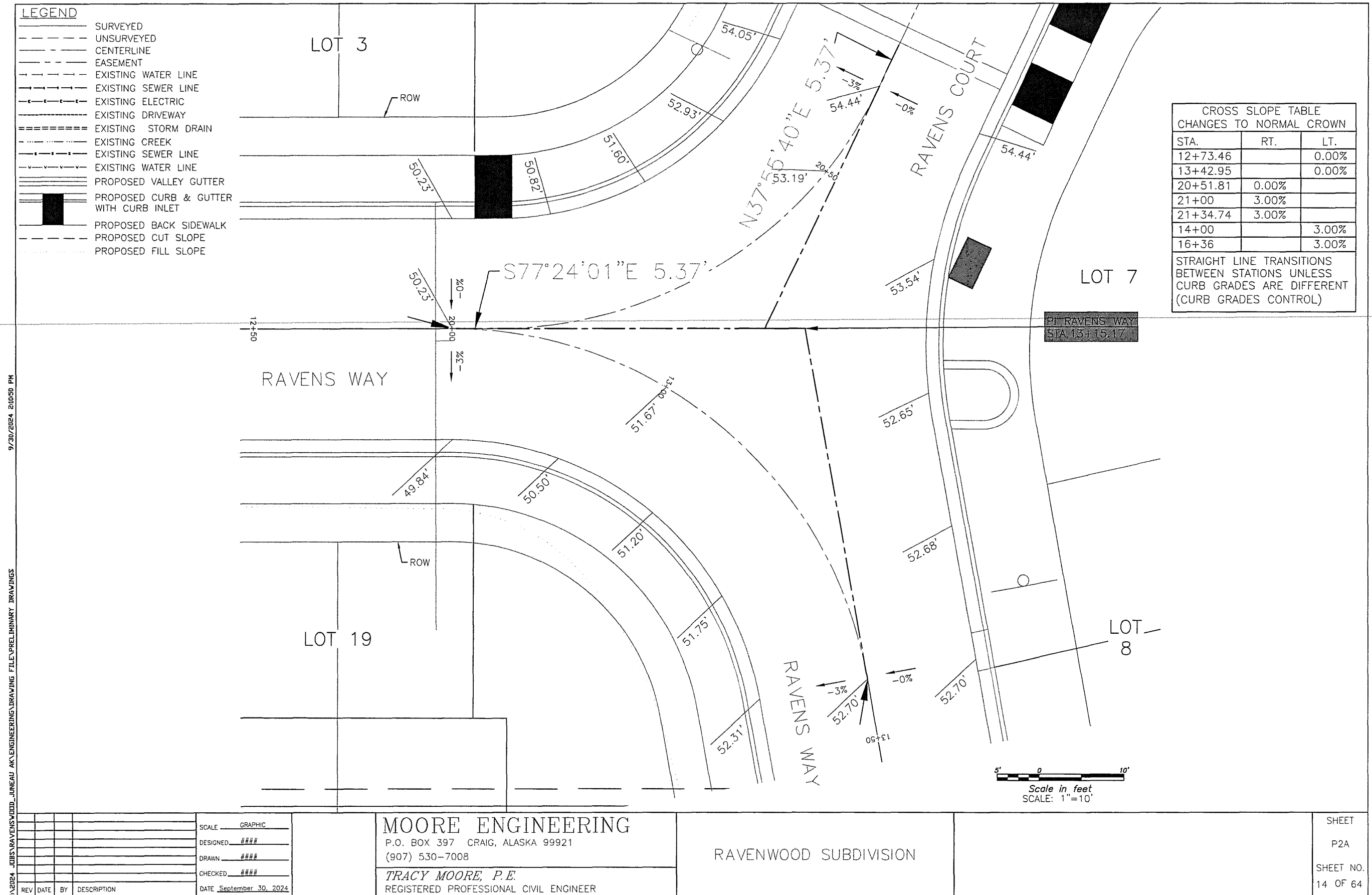


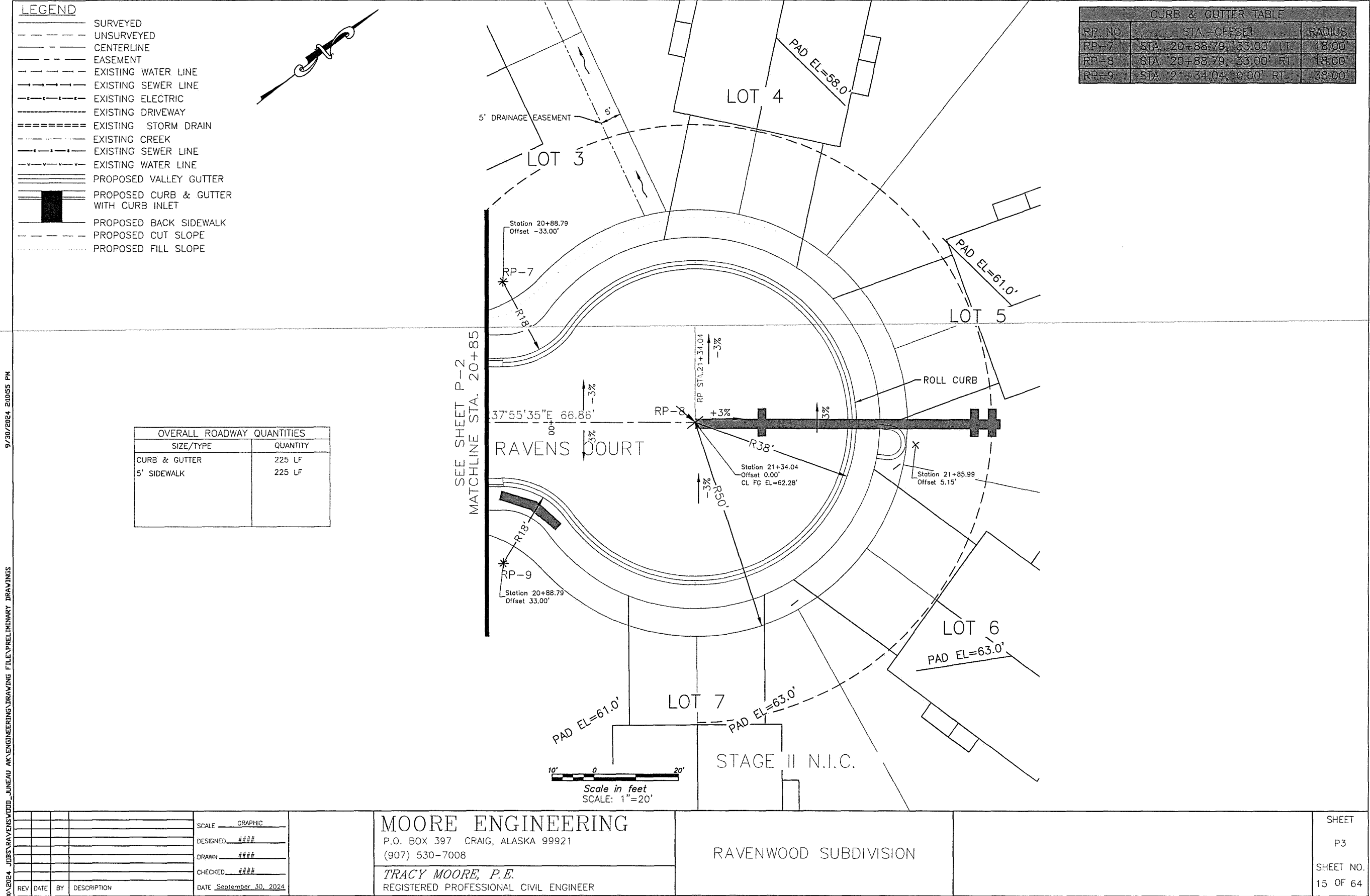






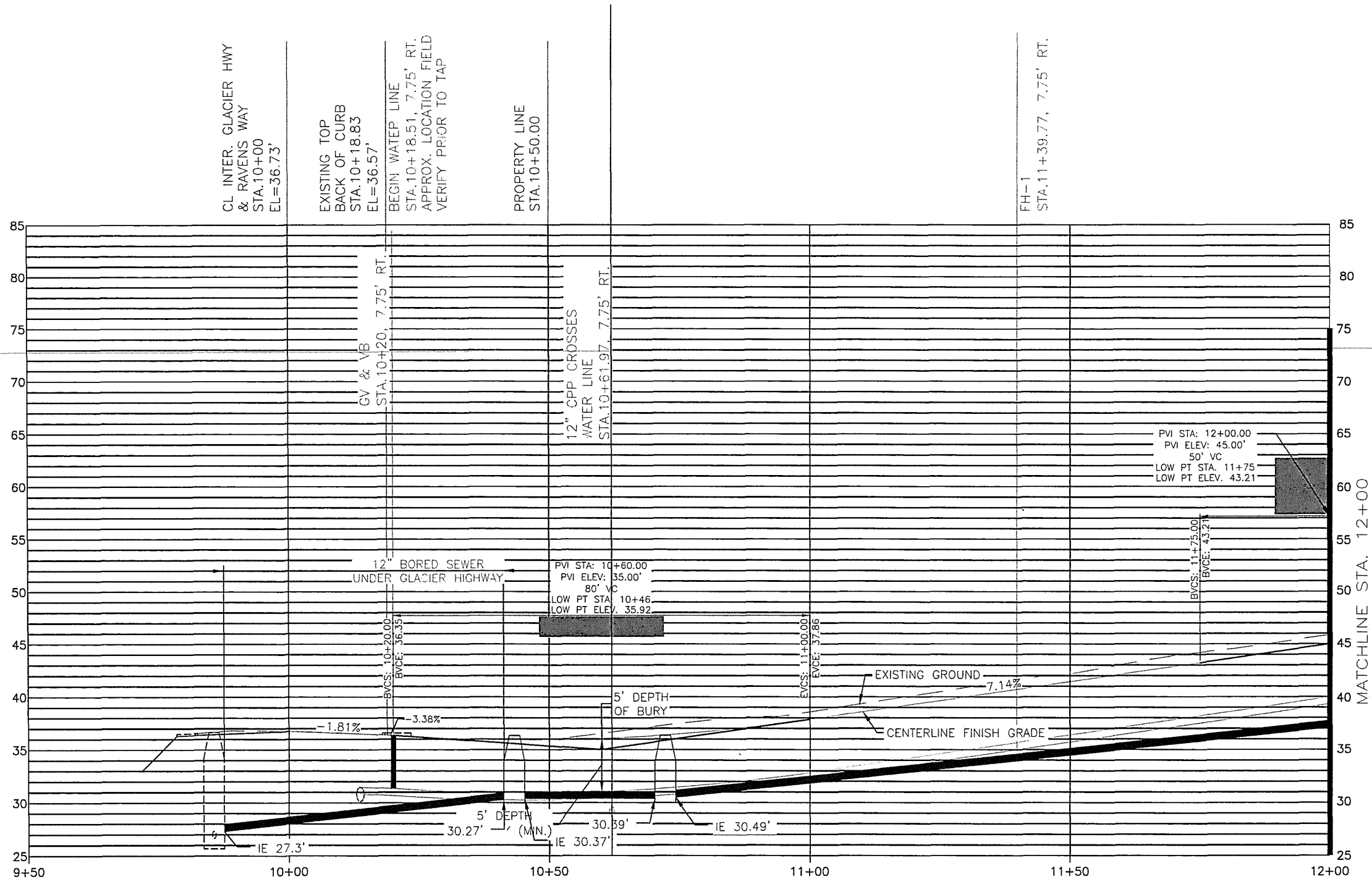






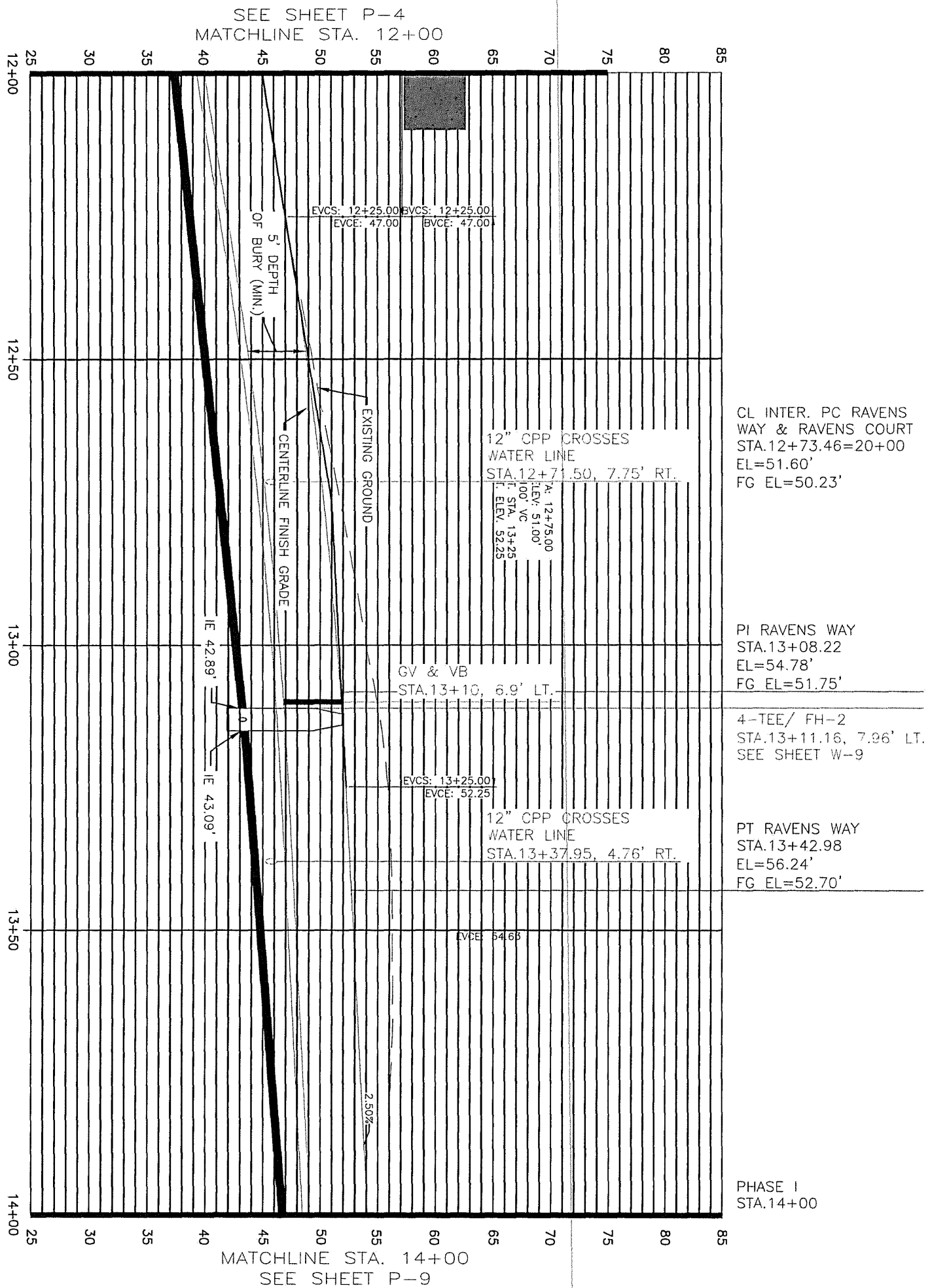
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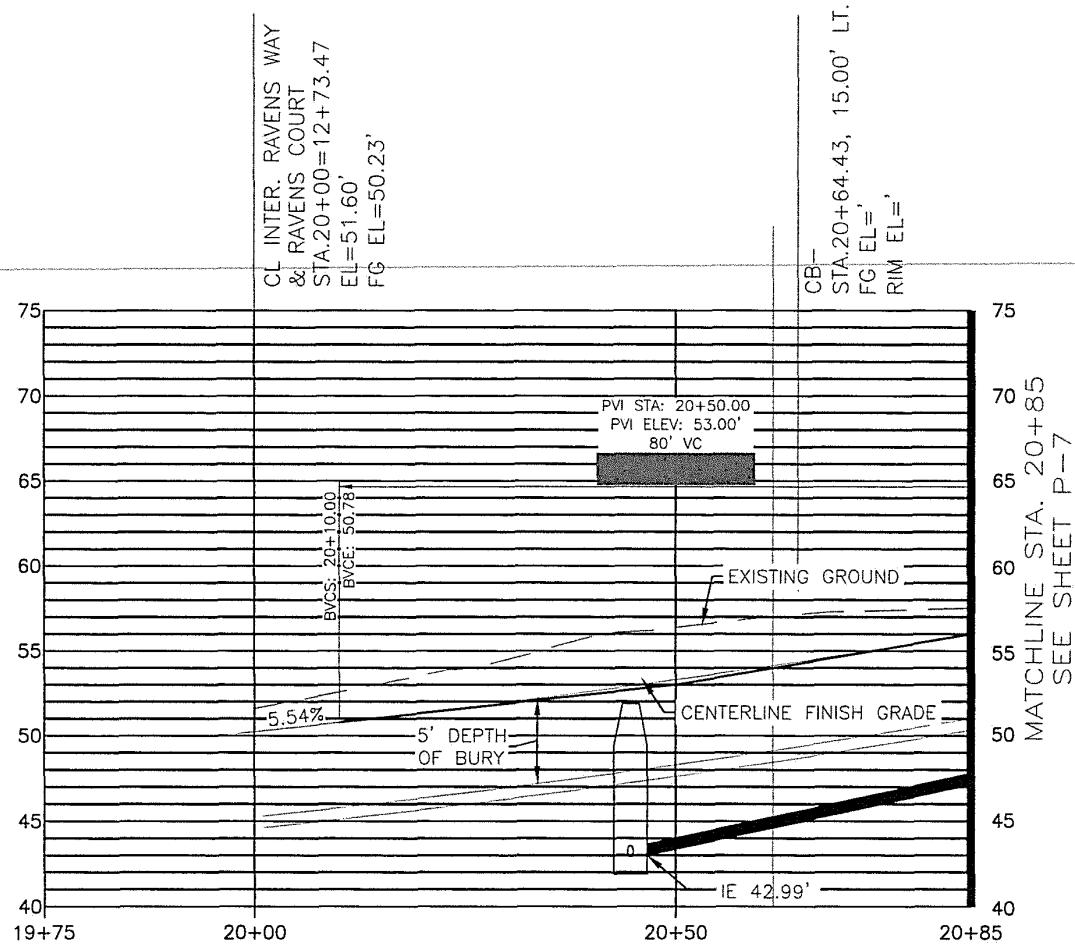
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VERT. 1"=10'

X-1-2024	JOBS	RAVENWOOD				SCALE	GRAPHIC	MOORE ENGINEERING P.O. BOX 397 CRAIG, ALASKA 99921 (907) 530-7008	RAVENWOOD SUBDIVISION		SHEET
						DESIGNED	###				P4
						DRAWN	###				SHEET NO.
						CHECKED	###				16 OF 64
						DATE	September 30, 2024				REGISTERED PROFESSIONAL CIVIL ENGINEER
REV	DATE	BY	DESCRIPTION								

RAVENWOOD SUBDIVISION

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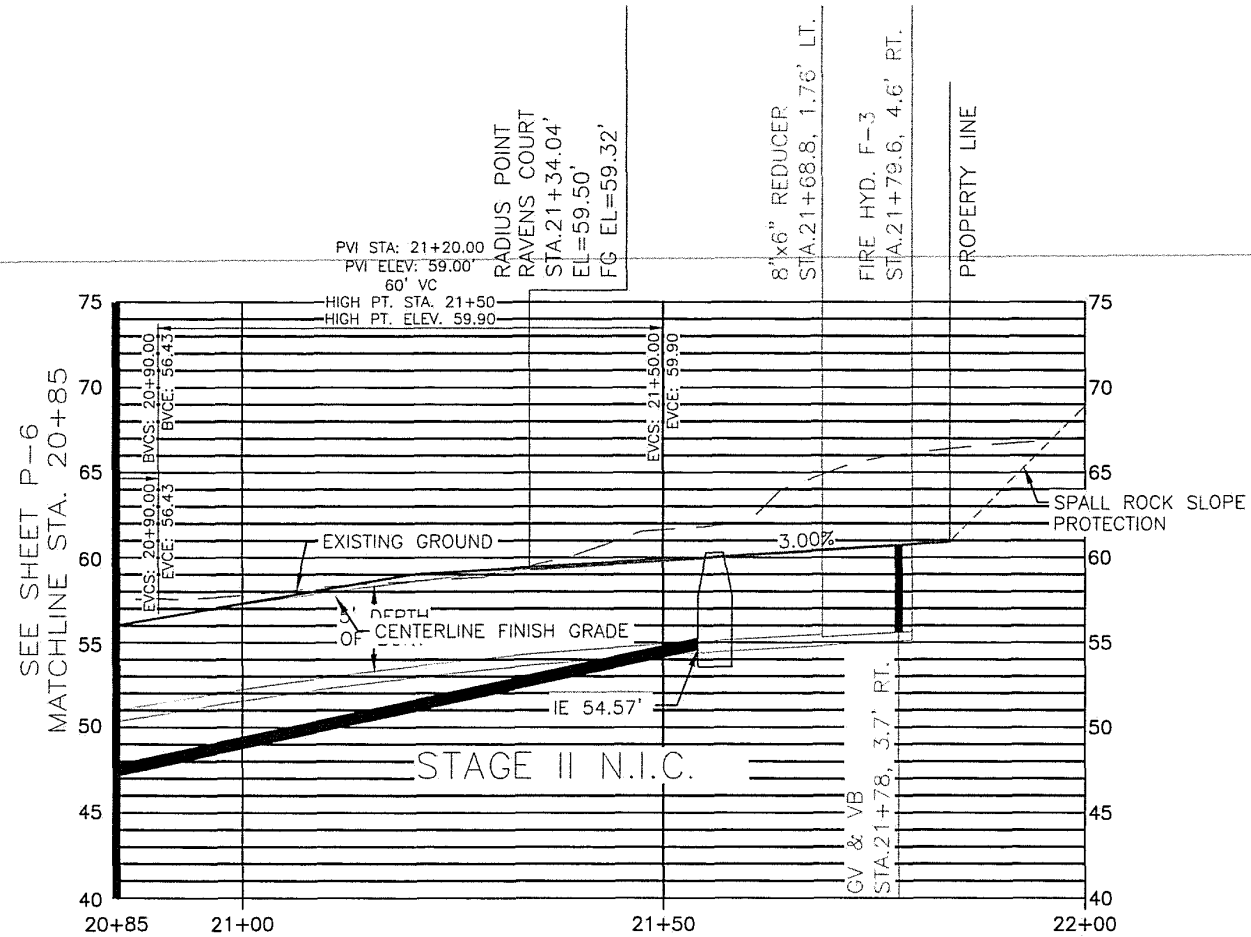


SCALE: HORZ. 1"=20'
VERT. 1"=10'

				SCALE <u>GRAPHIC</u>	MOORE ENGINEERING P.O. BOX 397 CRAIG, ALASKA 99921 (907) 530-7008 <i>TRACY MOORE, P.E.</i> REGISTERED PROFESSIONAL CIVIL ENGINEER	RAVENWOOD SUBDIVISION		SHEET
				DESIGNED <u>###</u>				P6
				DRAWN <u>###</u>				SHEET NO.
				CHECKED <u>###</u>				18 OF 64
REV	DATE	BY	DESCRIPTION	DATE <u>September 30, 2024</u>				

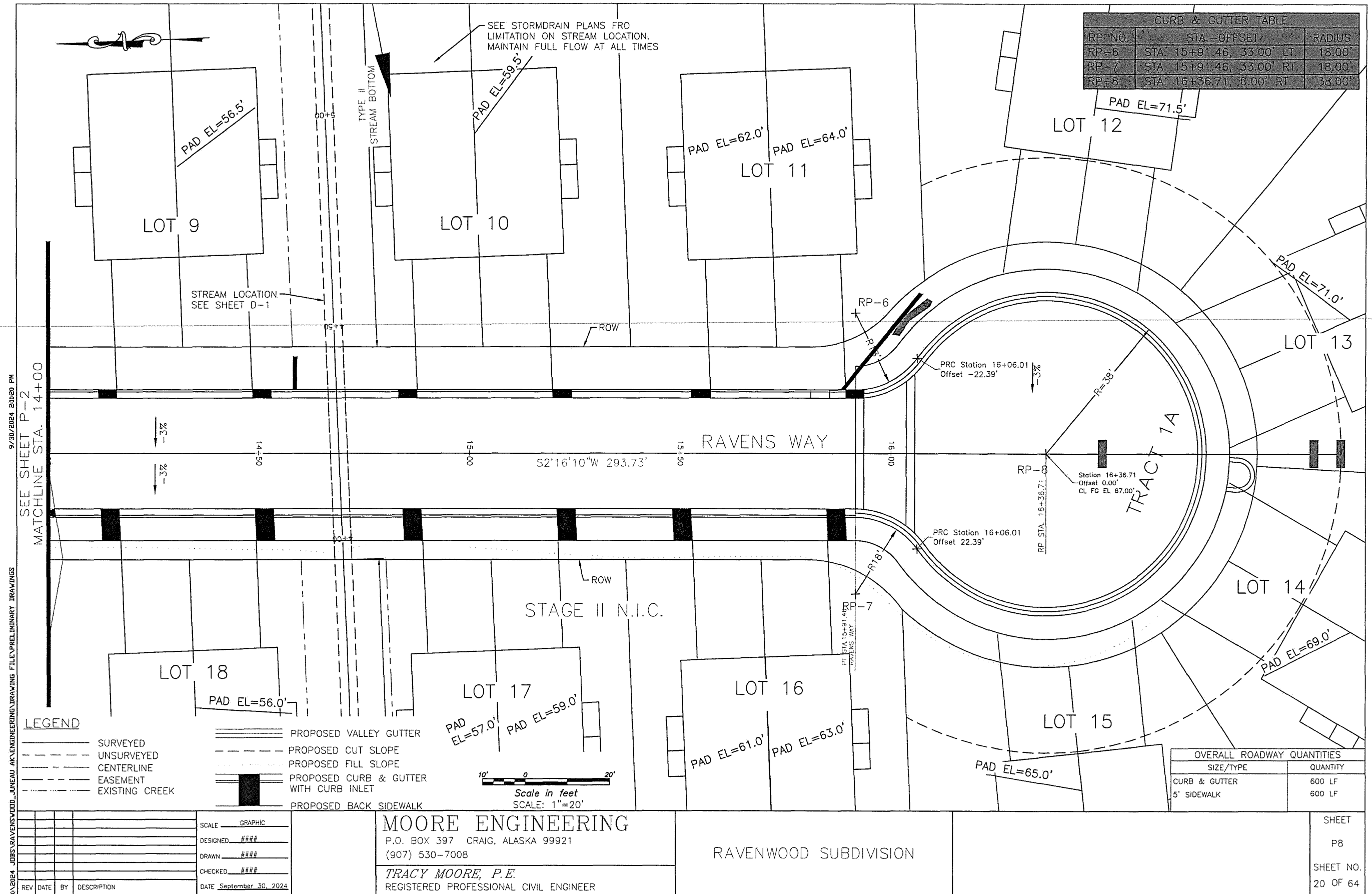
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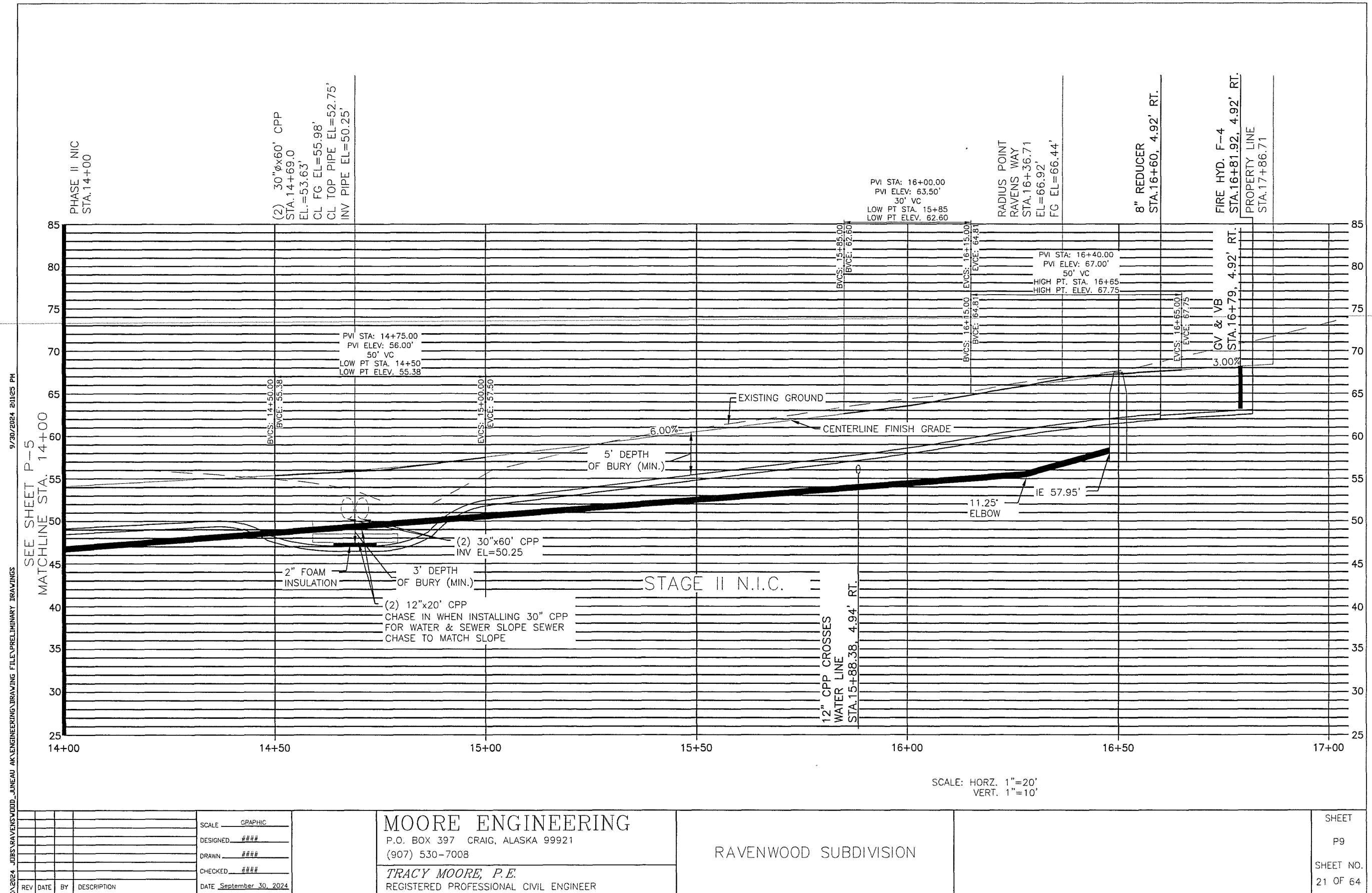
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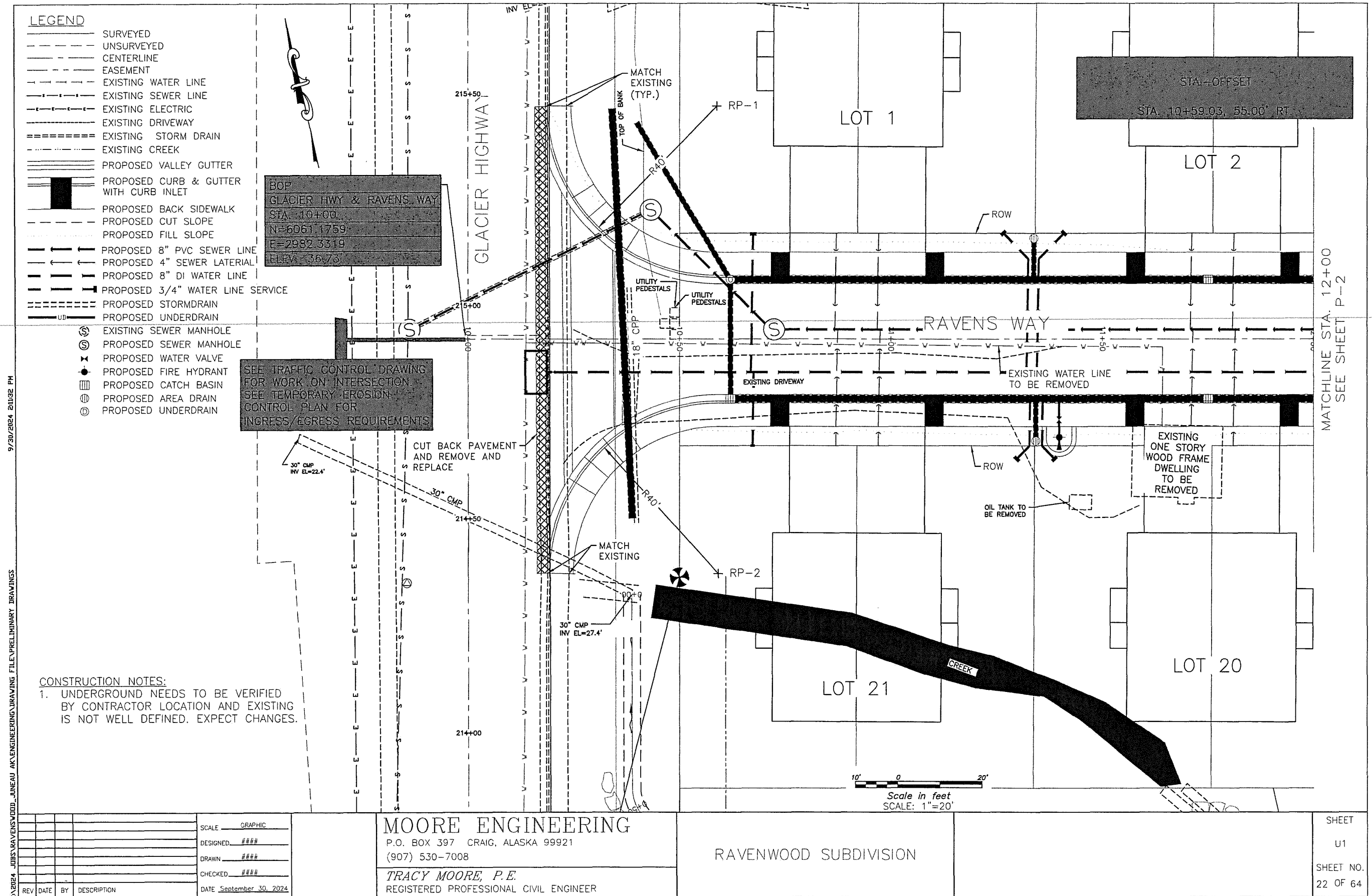


SCALE: HORZ. 1"=20'
VERT. 1"=10'

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				DESIGNED. <u>###</u>				P7
				DRAWN <u>###</u>				SHEET NO.
				CHECKED <u>###</u>				19 OF 64
REV	DATE	BY	DESCRIPTION	DATE <u>September 30, 2024</u>				







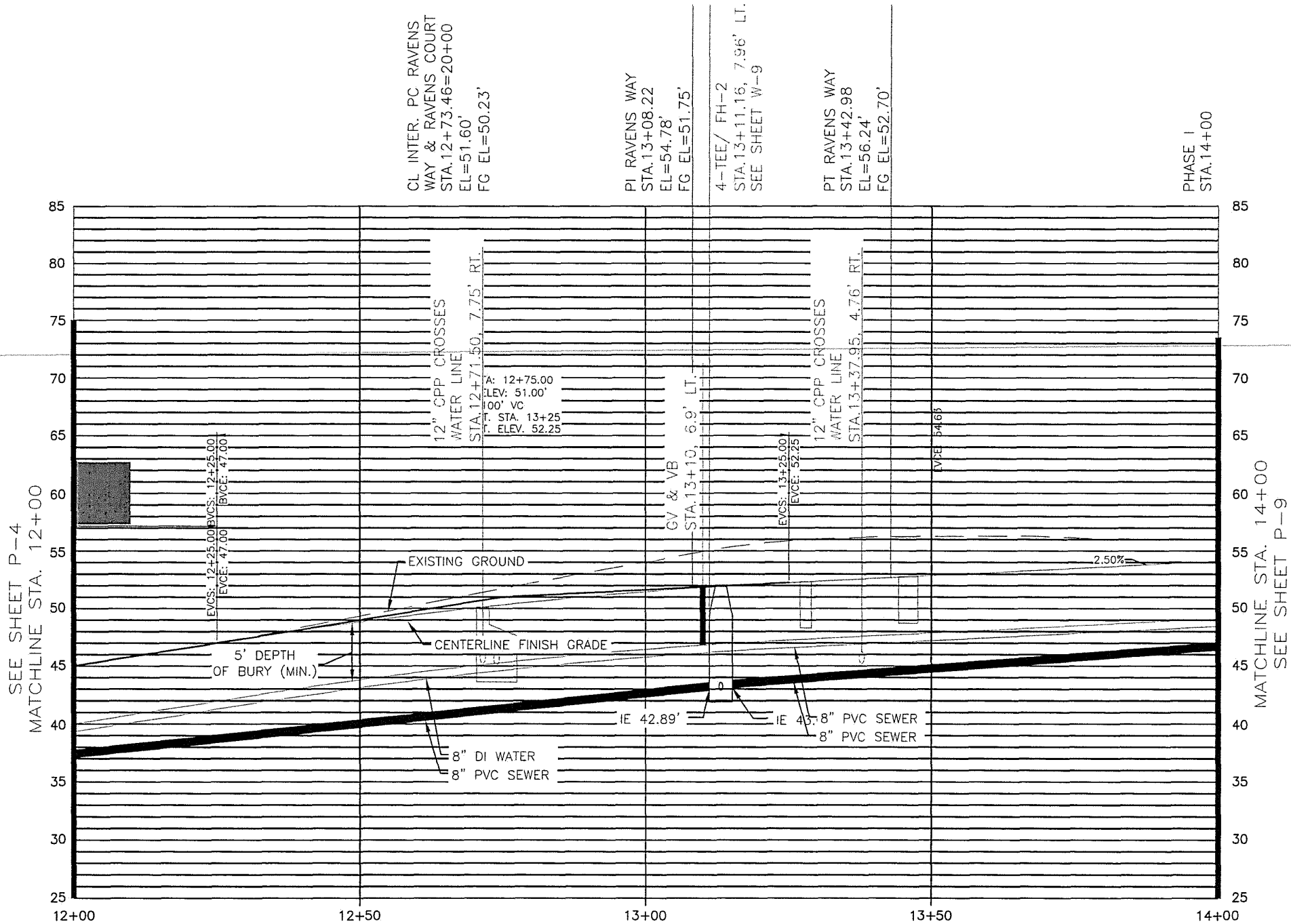






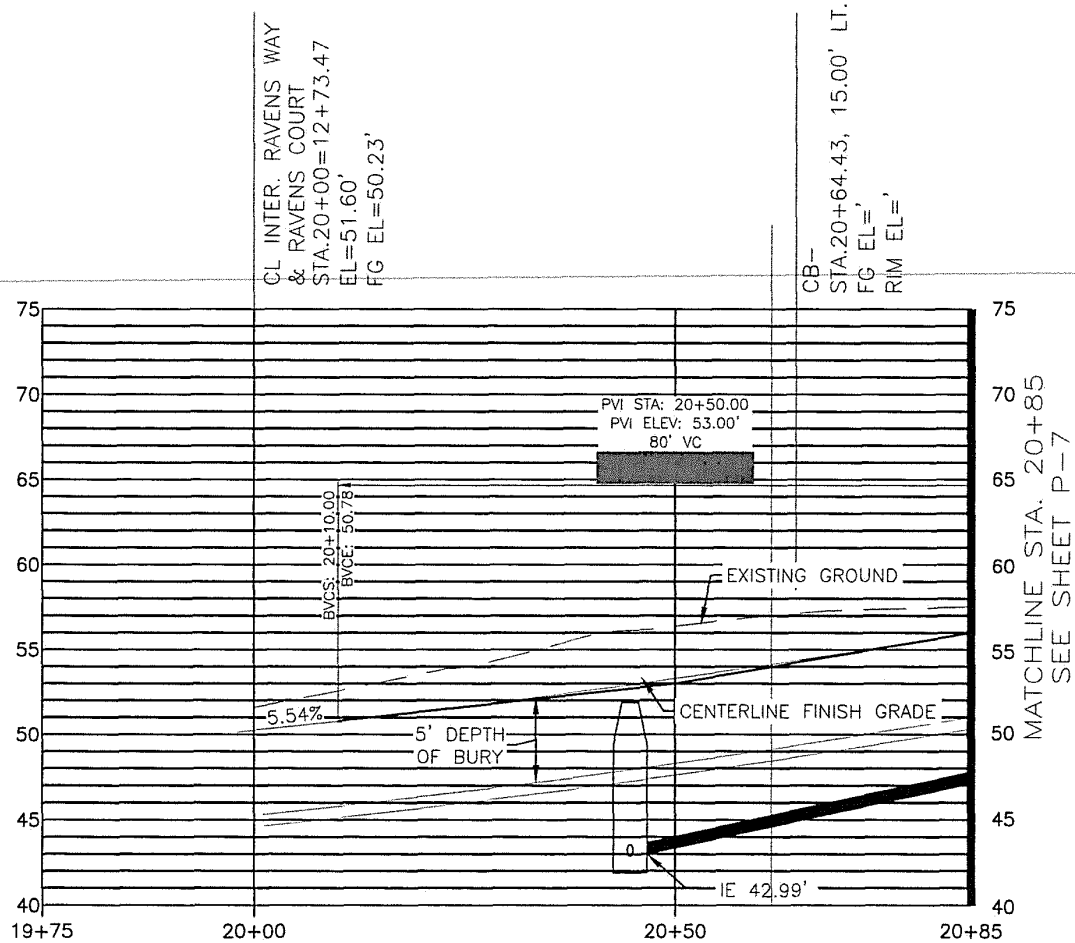
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NOV 2024					SCALE <u>GRAPHIC</u>	MOORE ENGINEERING P.O. BOX 397 CRAIG, ALASKA 99921 (907) 530-7008 TRACY MOORE, P.E. REGISTERED PROFESSIONAL CIVIL ENGINEER	RAVENWOOD SUBDIVISION	SHEET U5 SHEET NO. 26 OF 64
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					DRAWN <u>###</u>			
					CHECKED <u>###</u>			
					DATE <u>September 30, 2024</u>			
REV	DATE	BY	DESCRIPTION					

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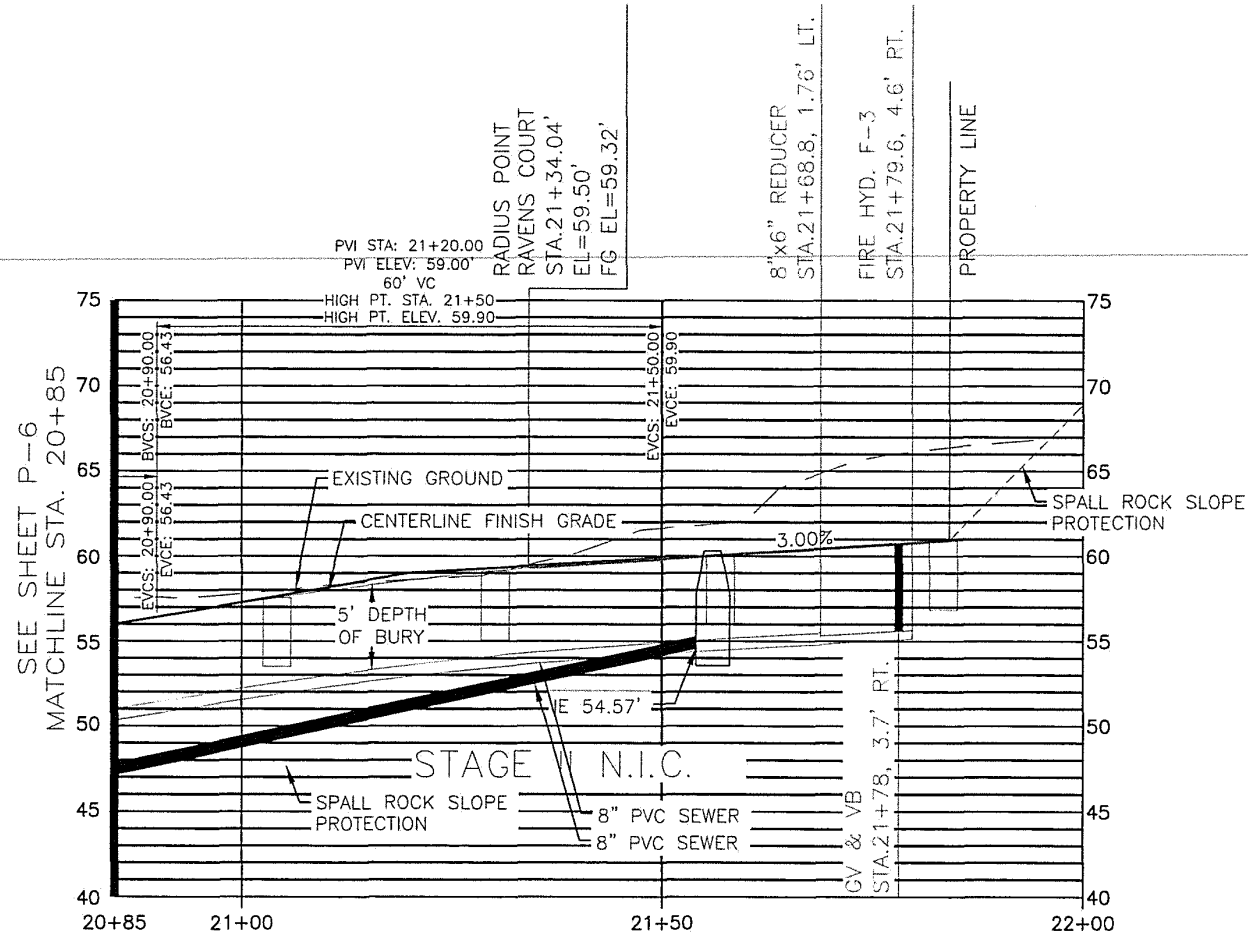


SCALE: HORZ. 1"=20'
VERT. 1"=10'

NO. 2024				SCALE <u>GRAPHIC</u>	MOORE ENGINEERING P.O. BOX 397 CRAIG, ALASKA 99921 (907) 530-7008	RAVENWOOD SUBDIVISION	SHEET U6 SHEET NO. 27 OF 64
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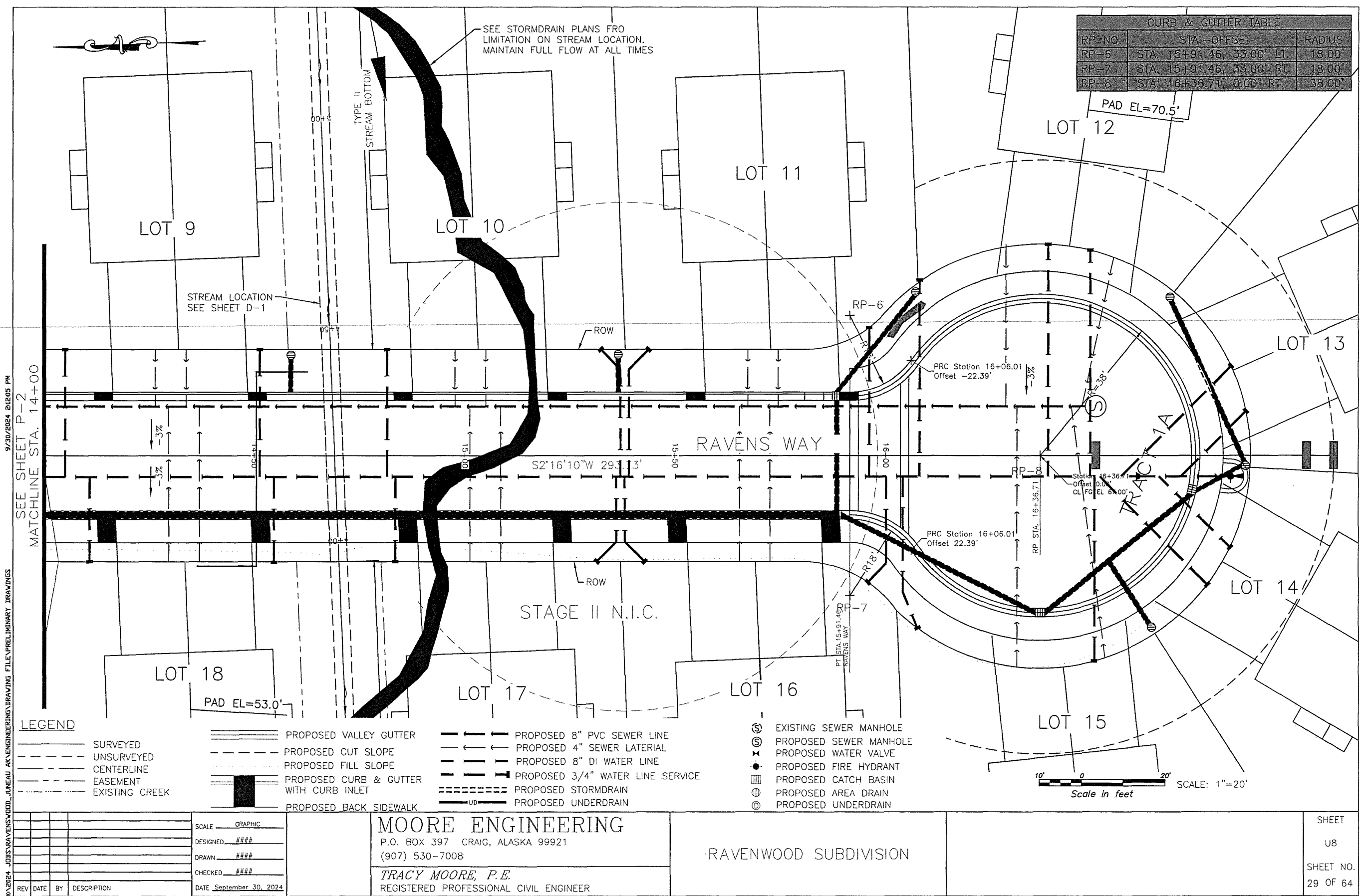
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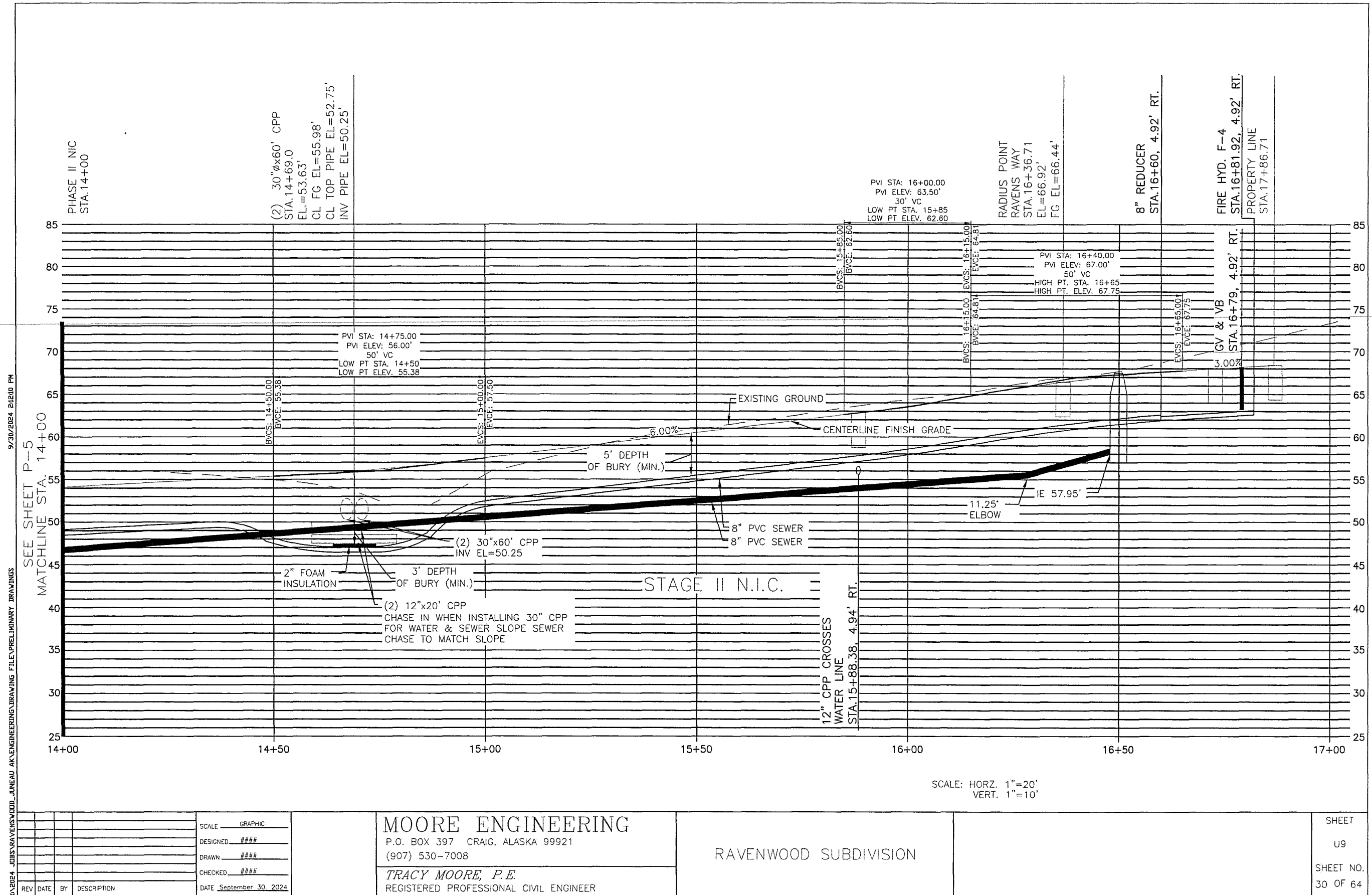
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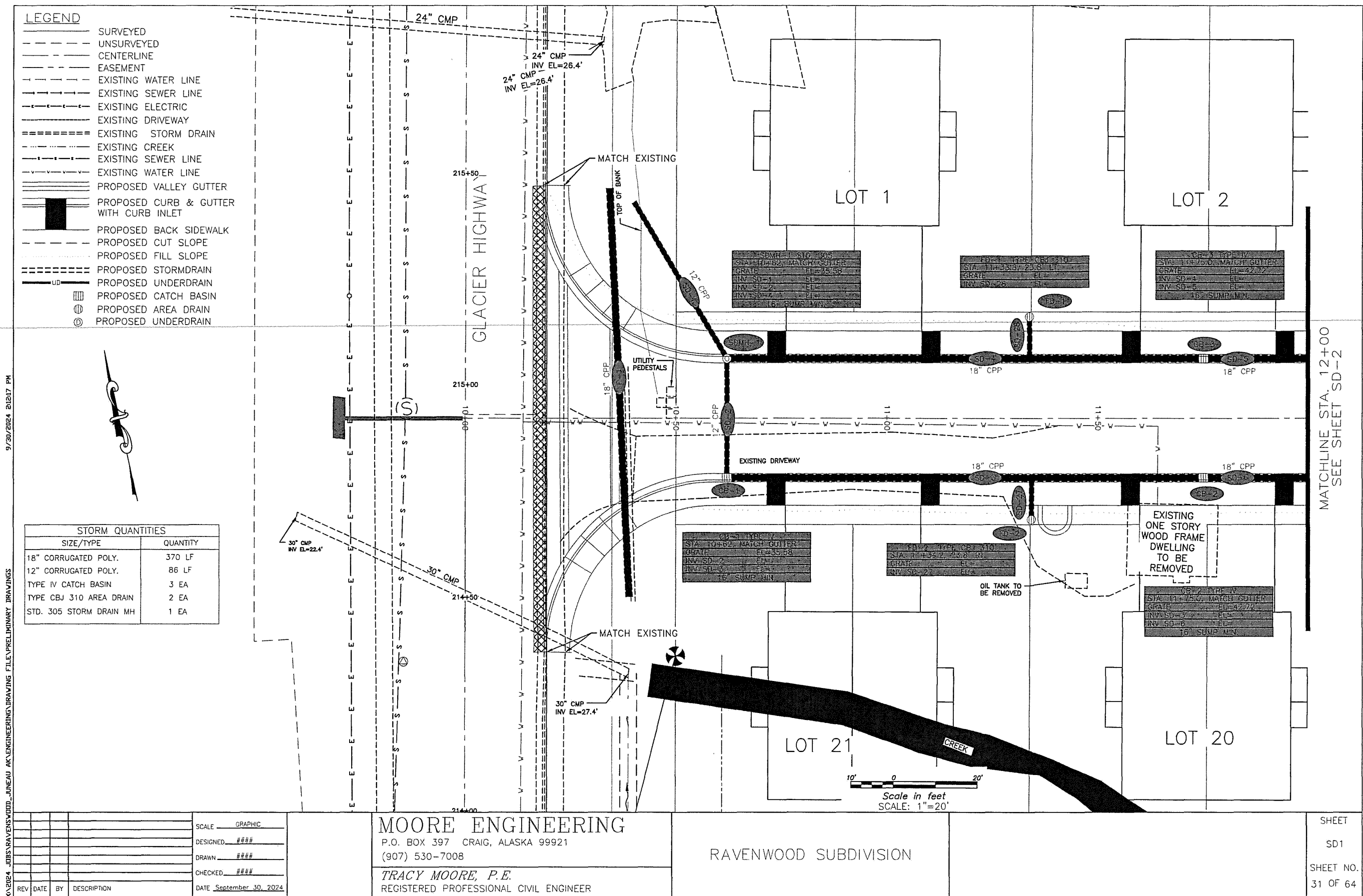


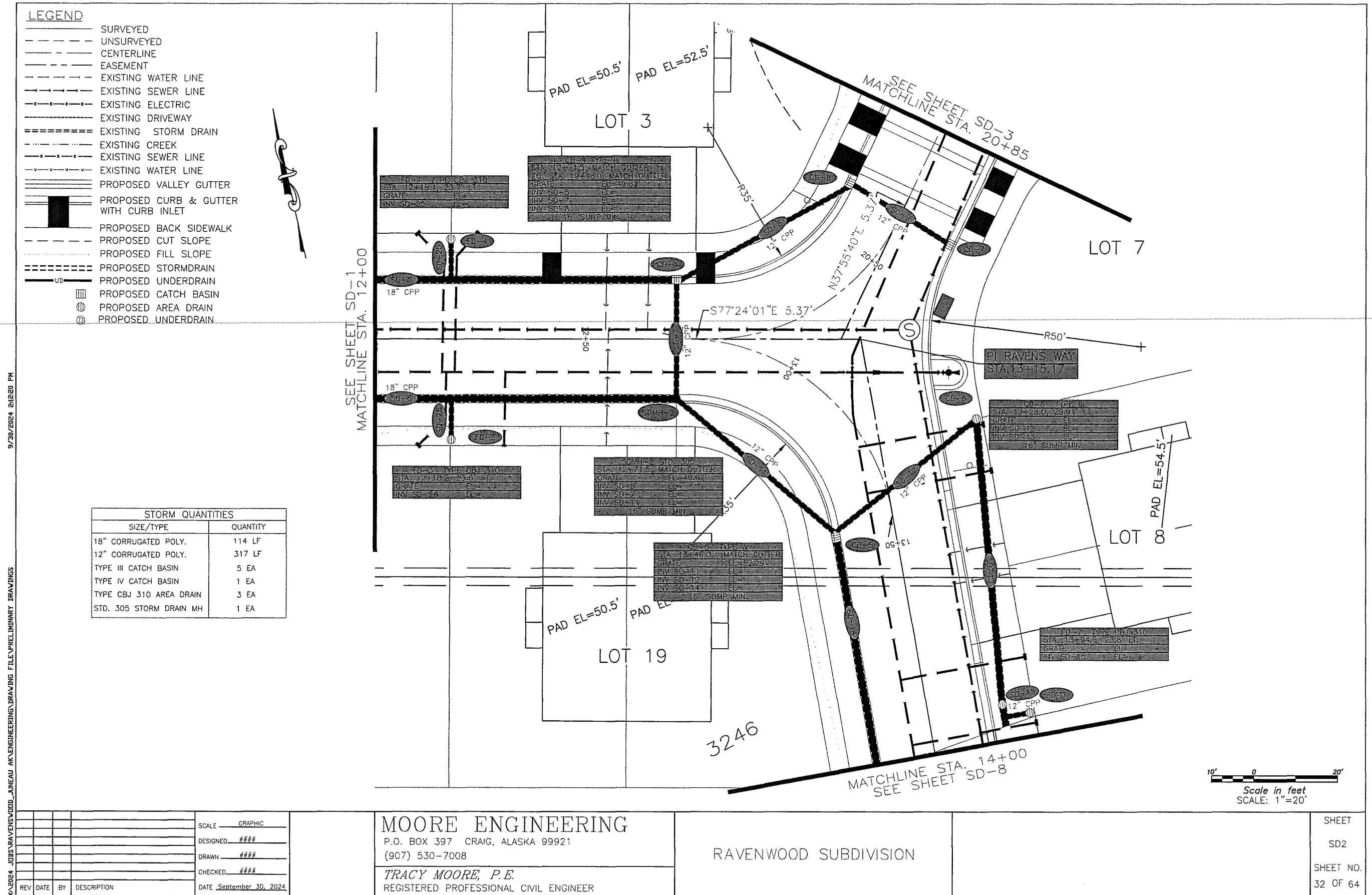
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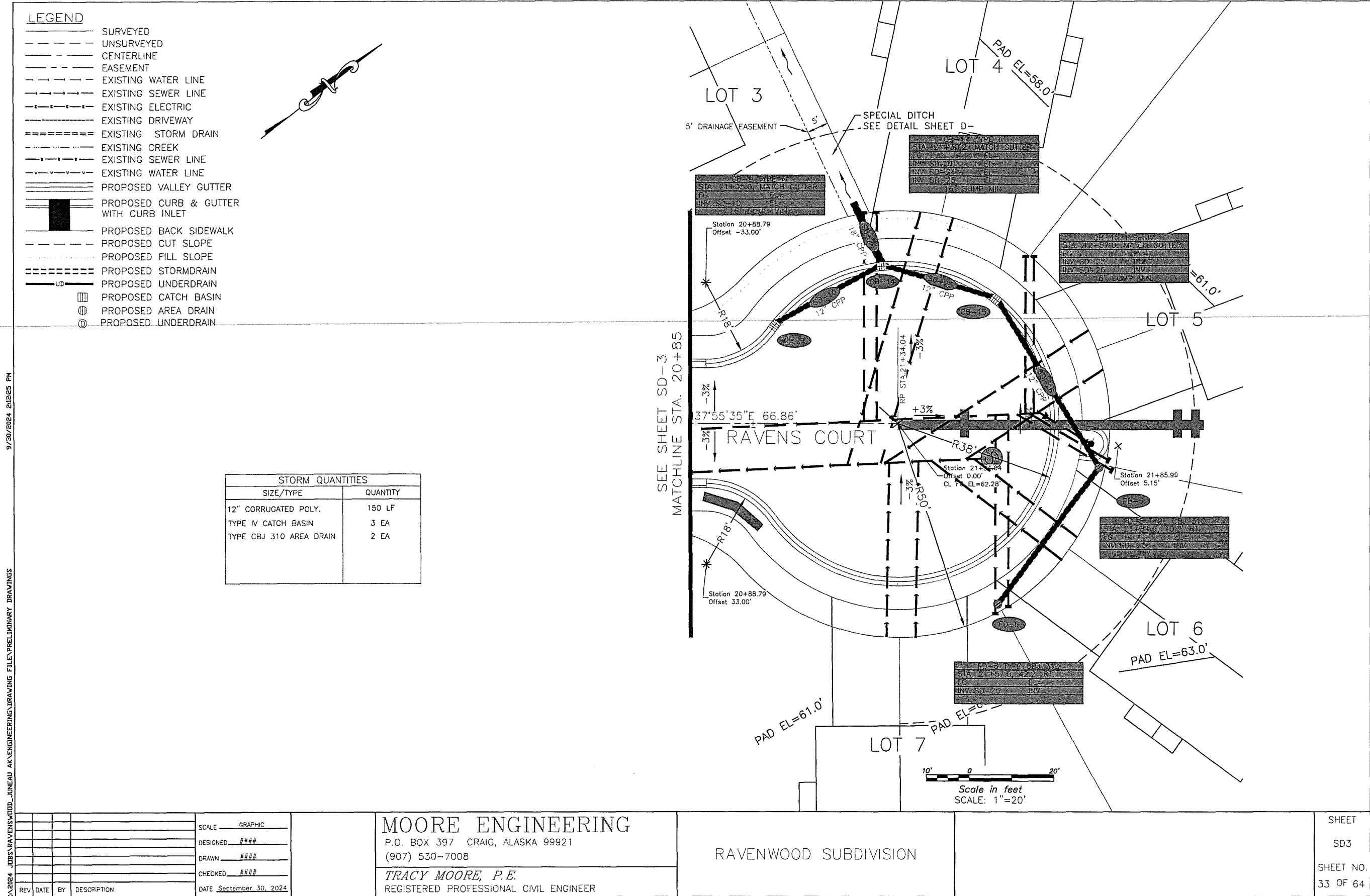
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				DRAWN <u>###</u>				SHEET NO.
				CHECKED <u>###</u>				28 OF 64
	REV	DATE	BY	DESCRIPTION	DATE <u>September 30, 2024</u>			TRACY MOORE, P.E. REGISTERED PROFESSIONAL CIVIL ENGINEER





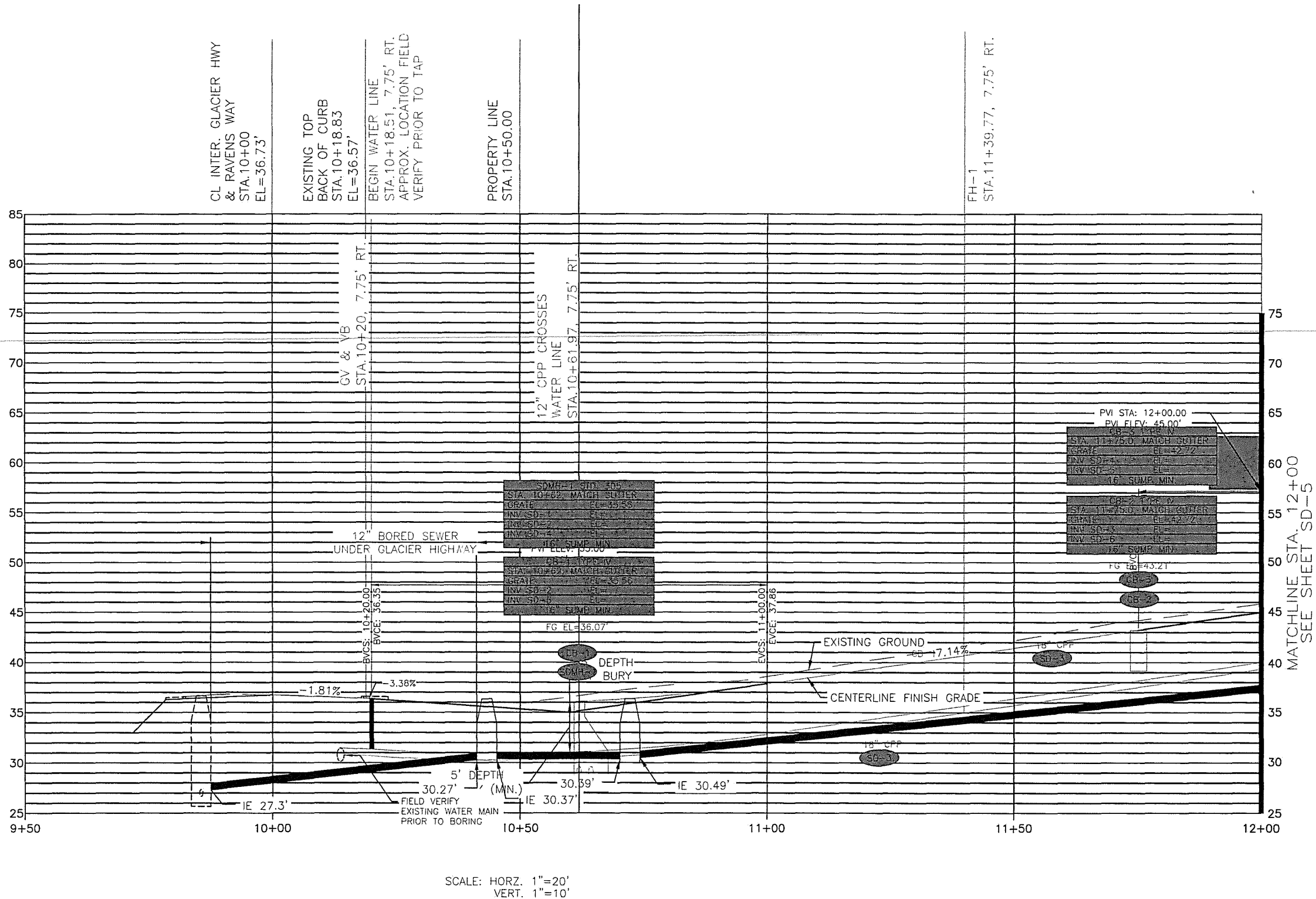






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REV	DATE	BY	DESCRIPTION

SCALE	GRAPHIC
DESIGNED	###
DRAWN	###
CHECKED	###
DATE	September 30, 2024

MOORE ENGINEERING

P.O. BOX 397 CRAIG, ALASKA 99921
(907) 530-7008

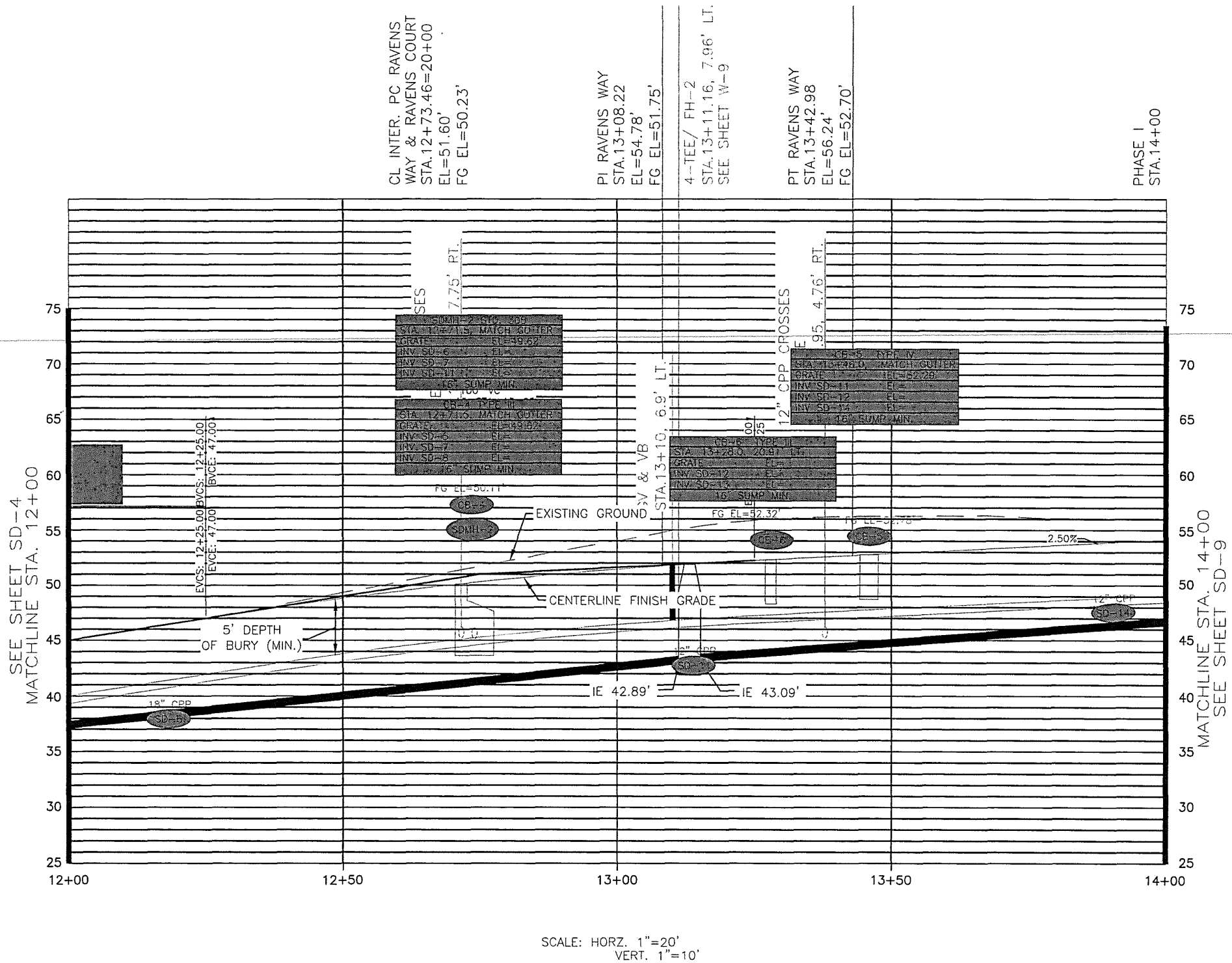
TRACY MOORE, P.E.
REGISTERED PROFESSIONAL CIVIL ENGINEER

RAVENWOOD SUBDIVISION

SHEET
SD4
SHEET NO.
34 OF 64

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REV	DATE	BY	DESCRIPTION

SCALE	GRAPHIC
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DATE	September 30, 2024

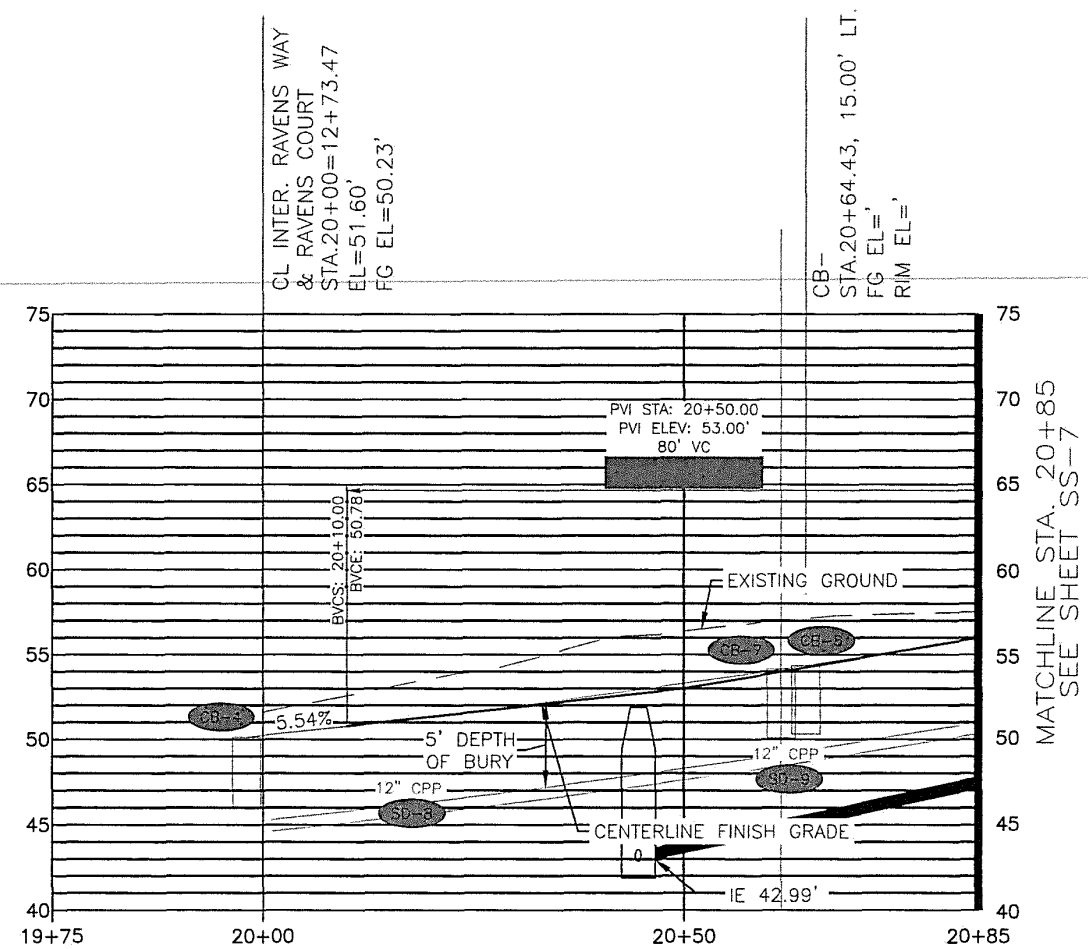
MOORE ENGINEERING

P.O. BOX 397 CRAIG, ALASKA 99921
(907) 530-7008

TRACY MOORE, P.E.
REGISTERED PROFESSIONAL CIVIL ENGINEER

RAVENWOOD SUBDIVISION

SHEET
SD5
SHEET NO.
35 OF 64

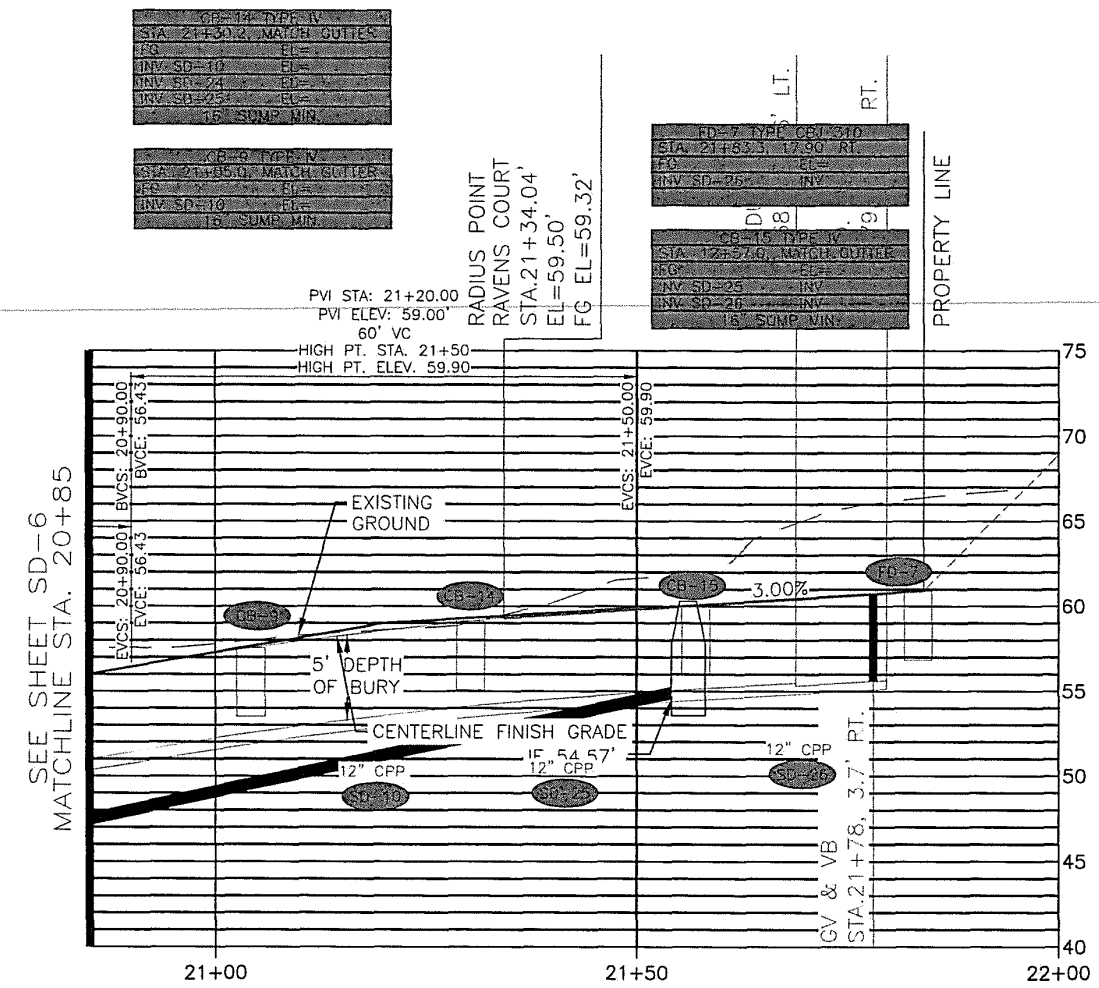


CR-4 TYPE IV	
STA. 19+98.0. MATCH SUMNER	
EG	EL=
INV 50-8	EL=
16' SUMP MIN.	

CB-7 TYPE IV	
SIA 204515	MATCH GUTTER
FC	EL=
INV 50-9-	EL=
TG SUMP MIN	

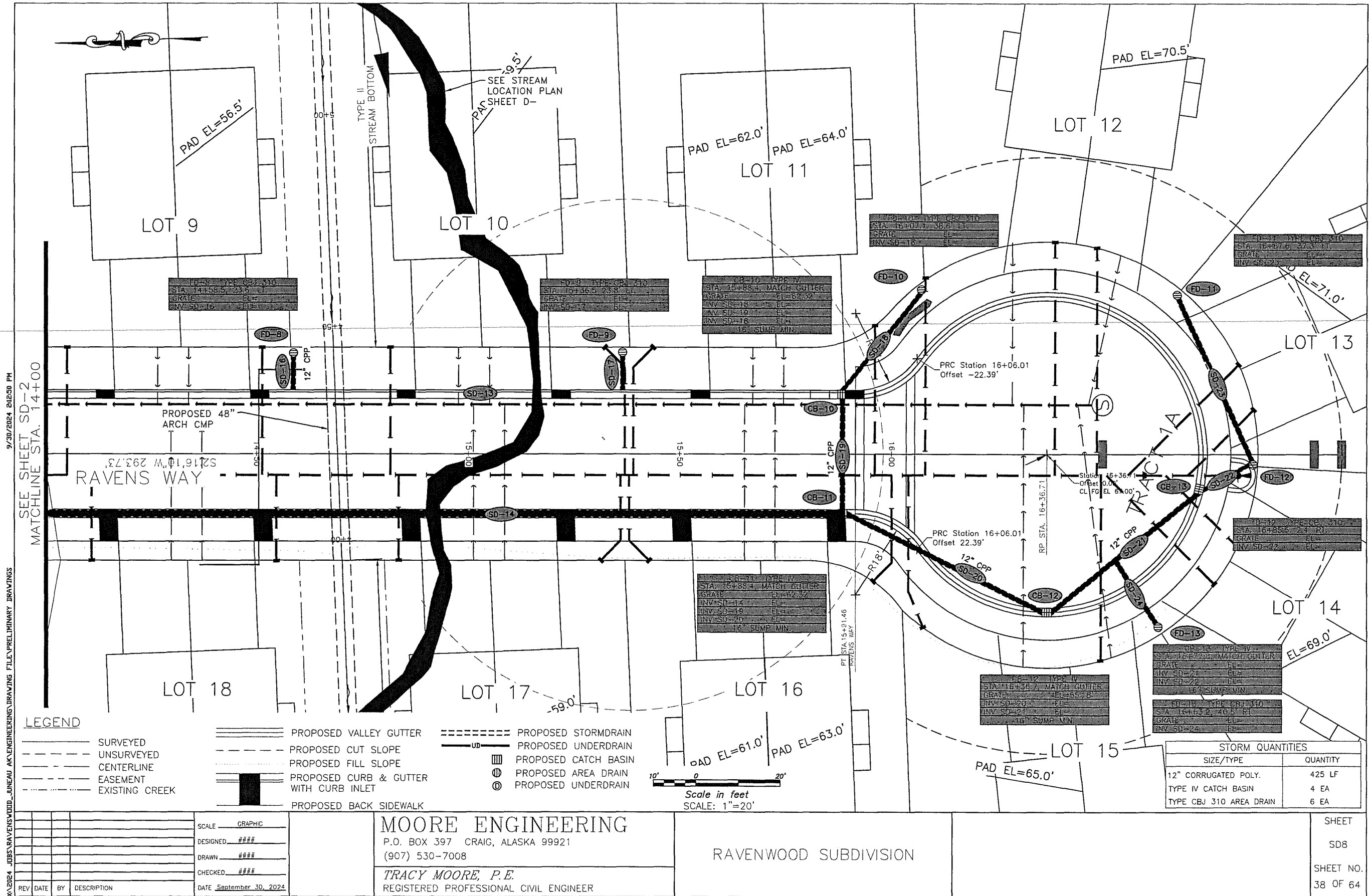
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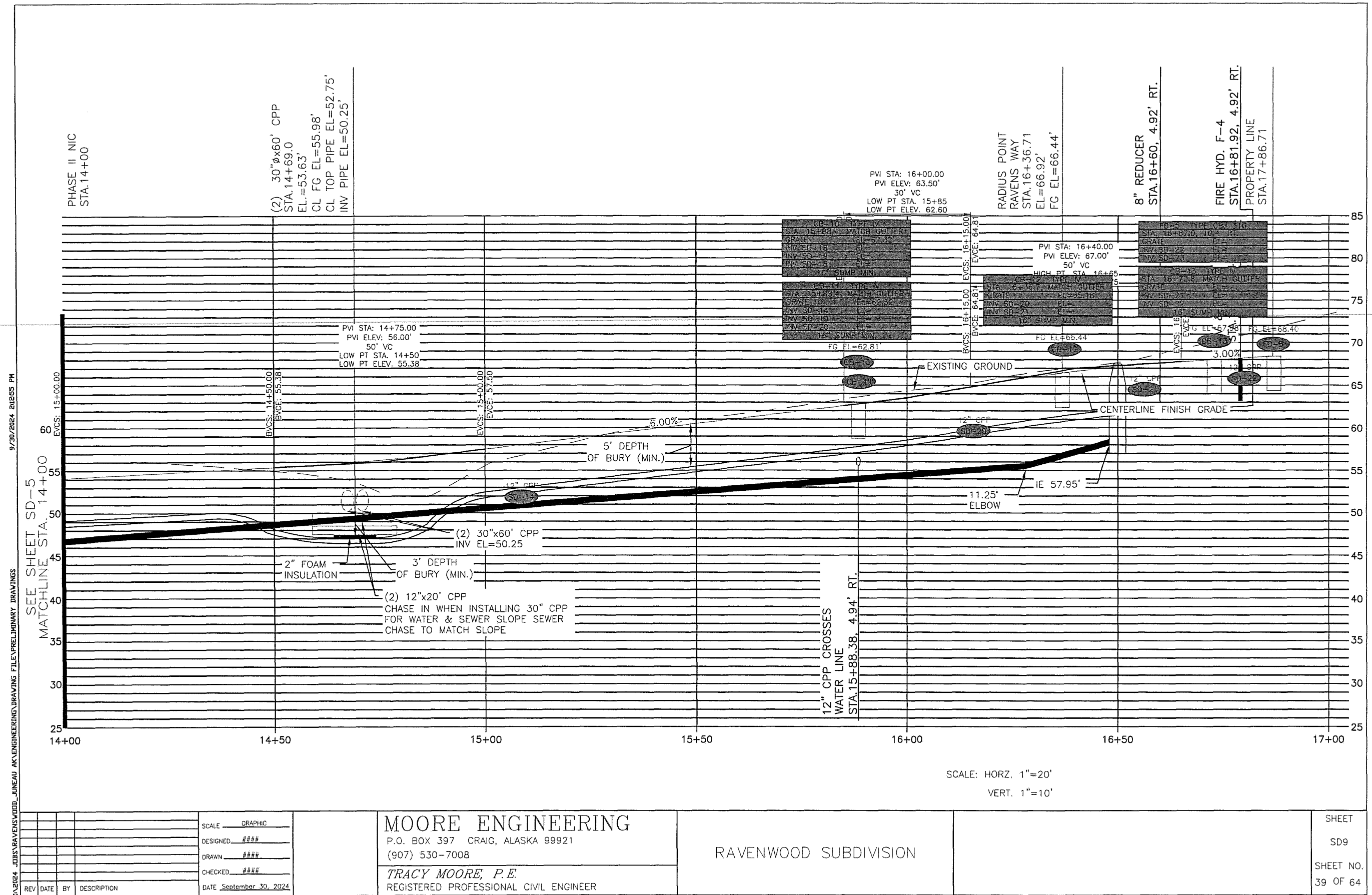
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				DESIGNED <u>###</u>				SD6
				DRAWN <u>###</u>				
				CHECKED <u>###</u>				SHEET NO.
REV	DATE	BY	DESCRIPTION	DATE <u>September 30, 2024</u>	<i>TRACY MOORE, P.E.</i> REGISTERED PROFESSIONAL CIVIL ENGINEER			36 OF 64



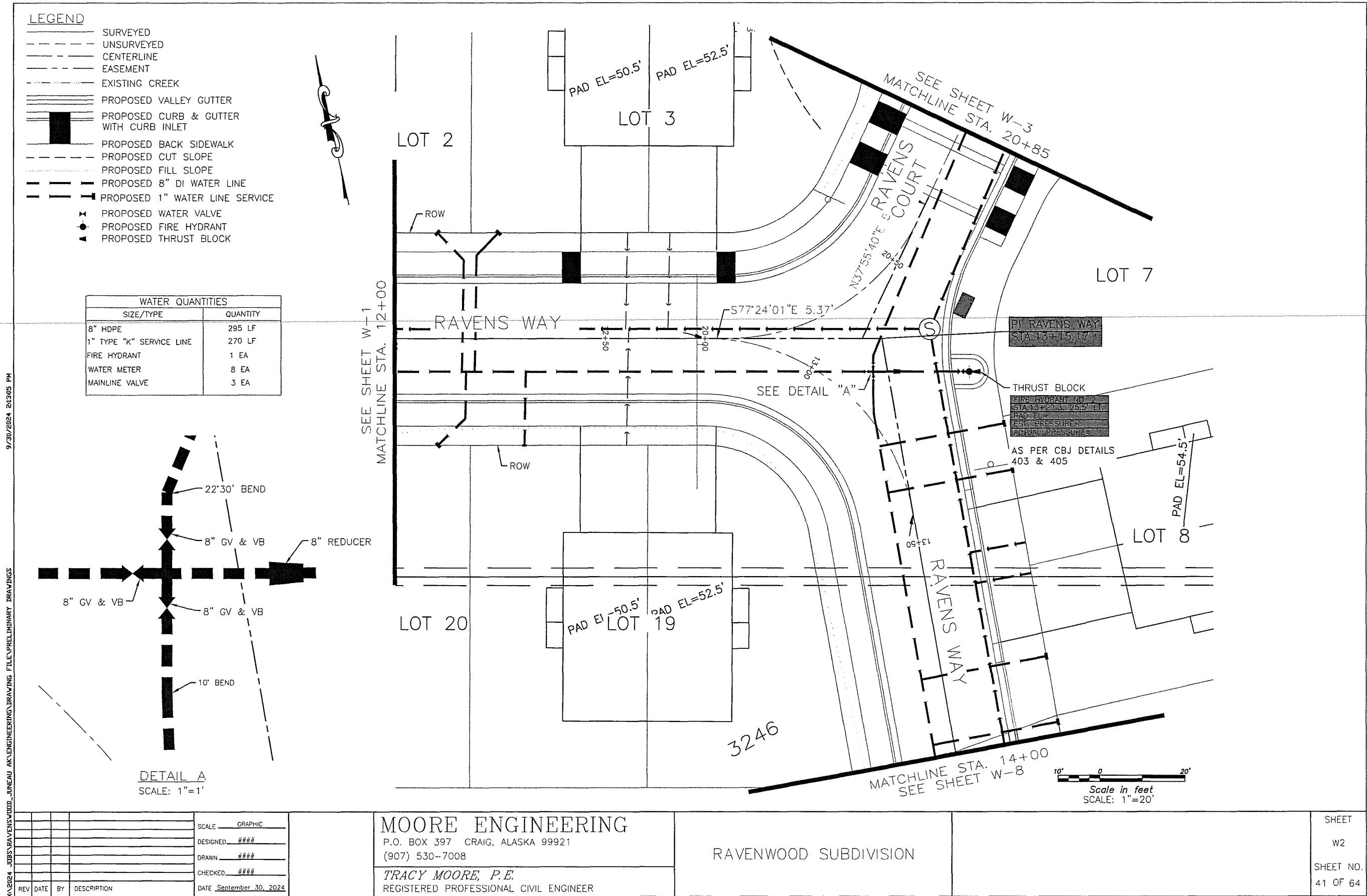
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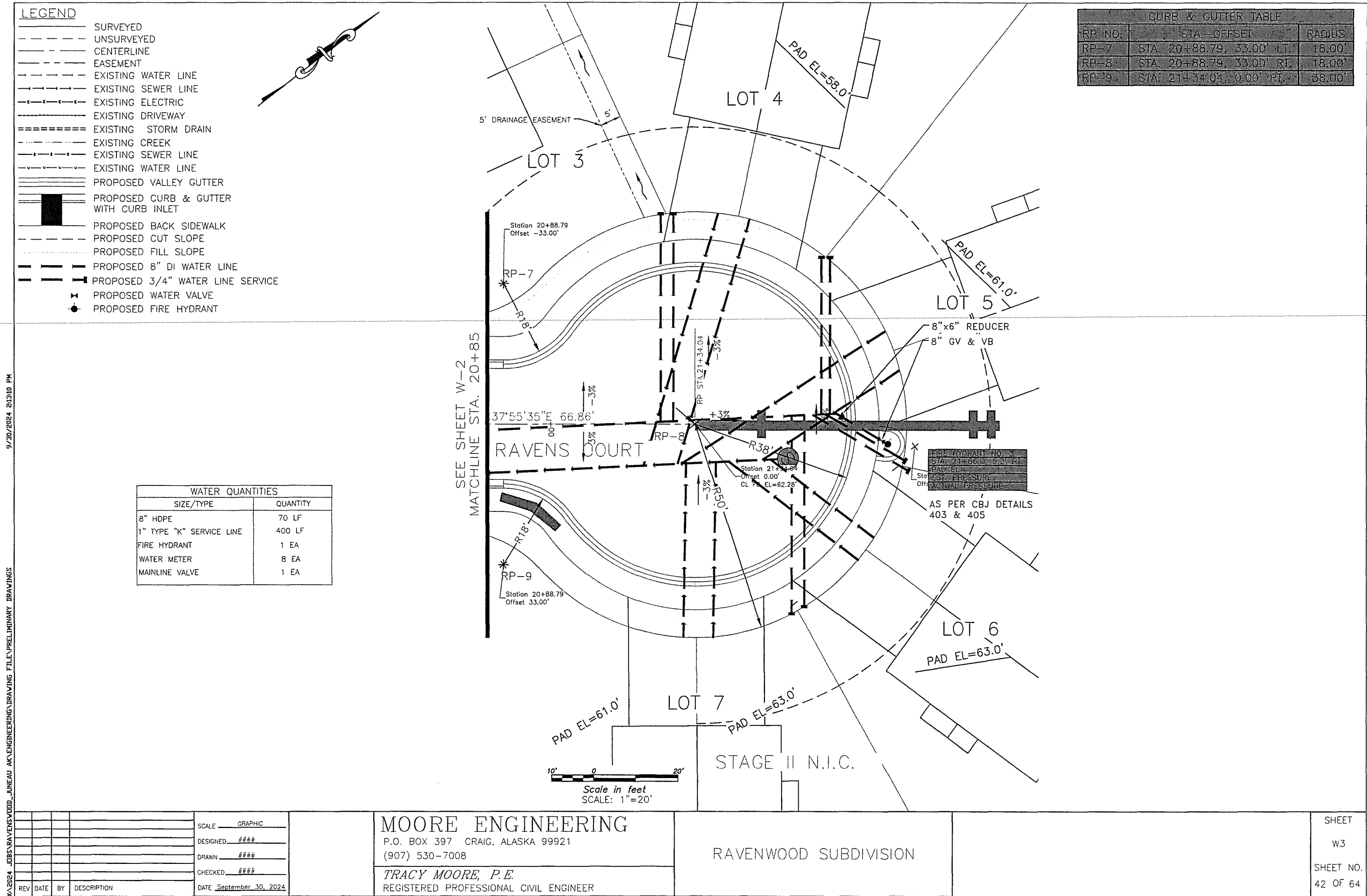
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				DESIGNED <u>###</u>					SD7
				DRAWN <u>###</u>					
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REV	DATE	BY	DESCRIPTION	DATE <u>September 30, 2024</u>					37 OF 64



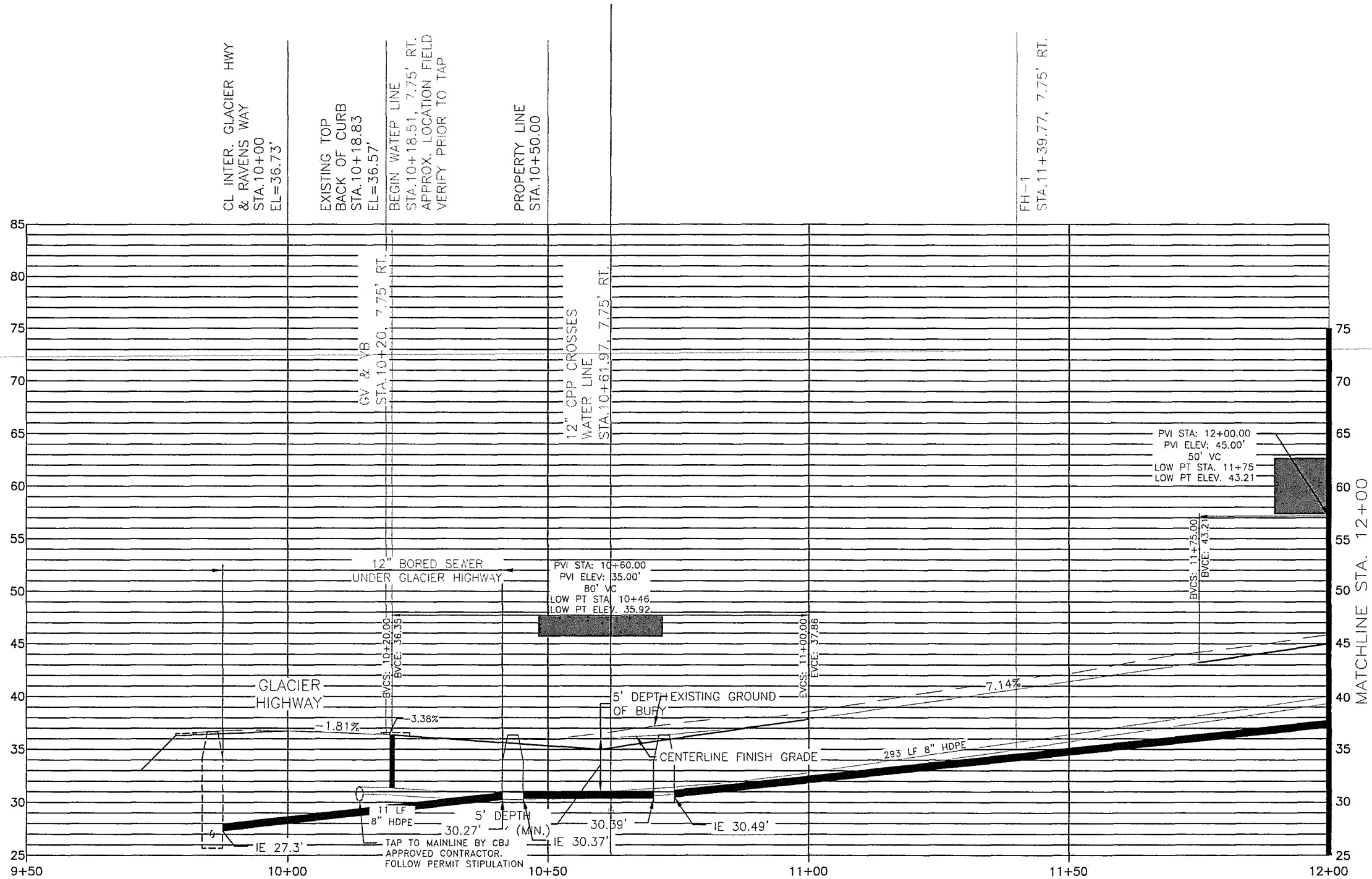








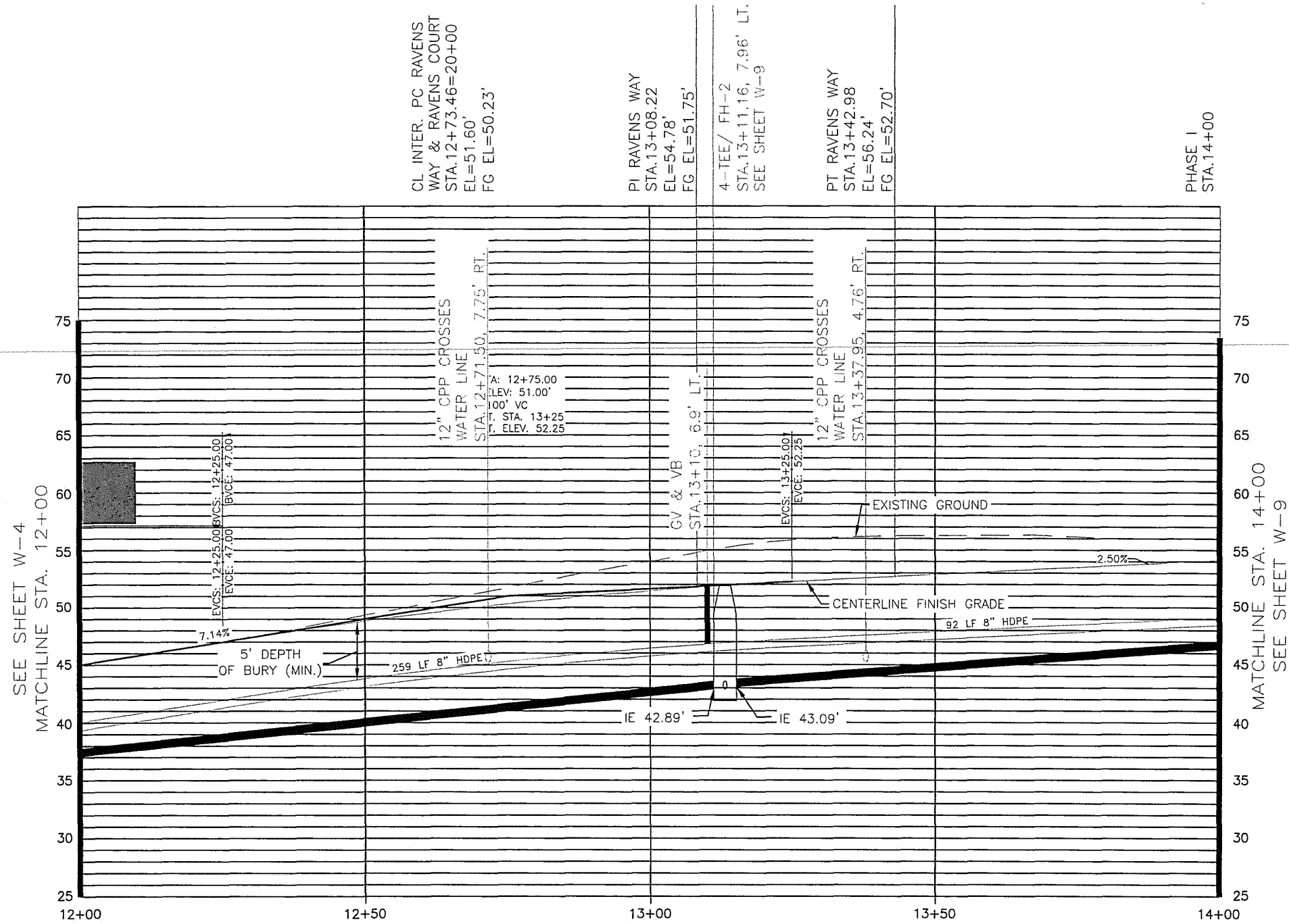
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JULY 2024	JULY 2024	JULY 2024	JULY 2024	JULY 2024	SCALE	GRAPHIC	MOORE ENGINEERING P.O. BOX 397 CRAIG, ALASKA 99921 (907) 530-7008 TRACY MOORE, P.E. REGISTERED PROFESSIONAL CIVIL ENGINEER	RAVENWOOD SUBDIVISION	SHEET W4 SHEET NO. 43 OF 64
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					REV	DATE			

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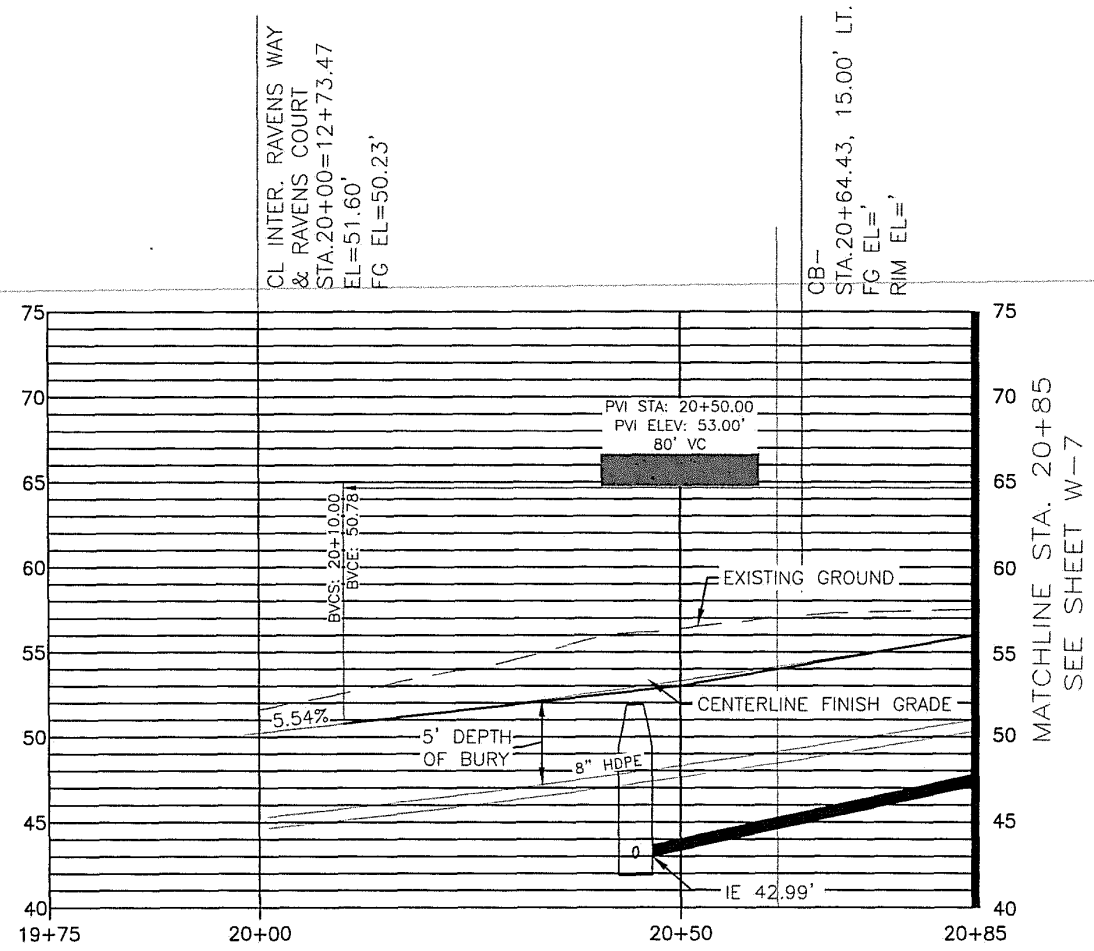
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SCALE: HORZ. 1"=20'
VERT. 1"=10'

NOV 2024	JBS	RAVENWOOD	SCALE <u>GRAPHIC</u>	DESIGNED <u>###</u>	DRAWN <u>###</u>	CHECKED <u>###</u>	DATE <u>September 30, 2024</u>	DESCRIPTION	MOORE ENGINEERING		RAVENWOOD SUBDIVISION	SHEET
									P.O. BOX 397 CRAIG, ALASKA 99921			
									(907) 530-7008			
									TRACY MOORE, P.E.			
									REGISTERED PROFESSIONAL CIVIL ENGINEER			
REV	DATE	BY									W5	
												SHEET NO.
												44 OF 64

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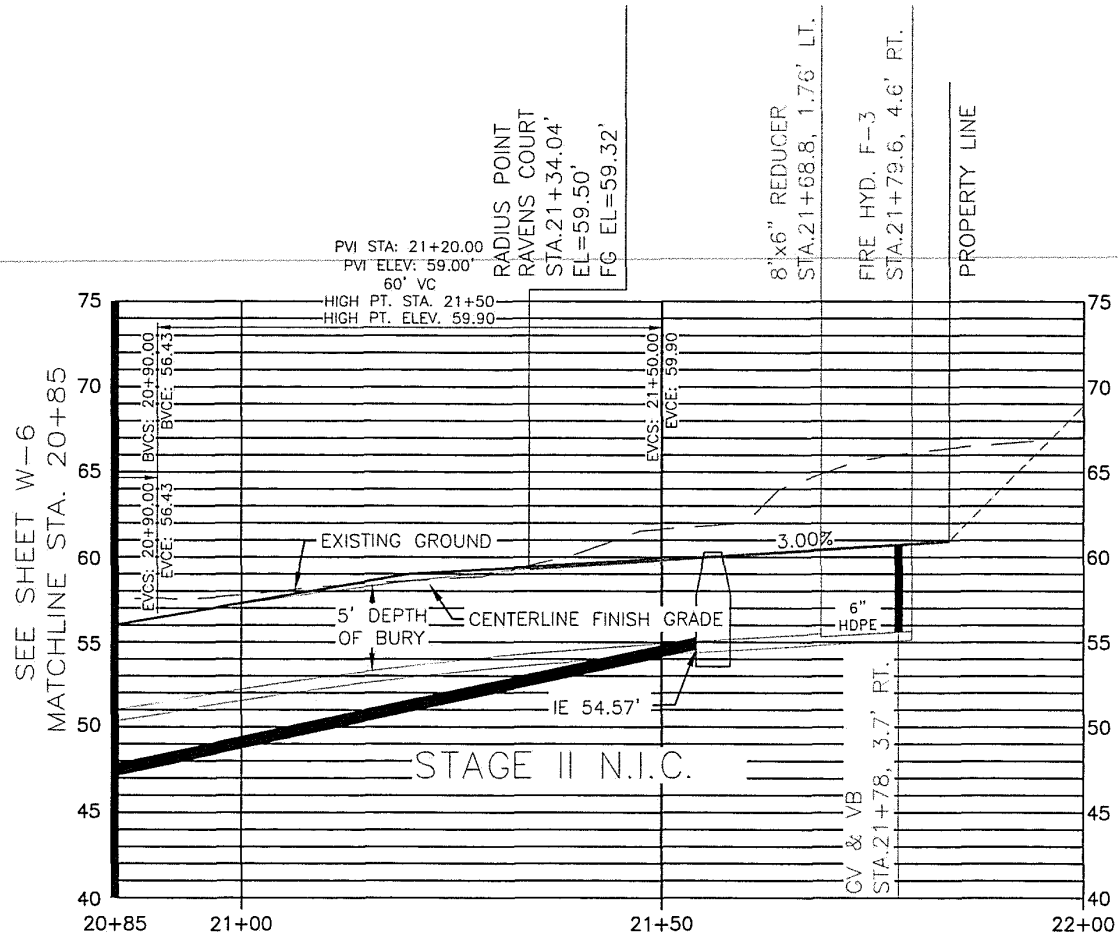


SCALE: HORZ. 1"=20'
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				DRAWN <u>###</u>				SHEET NO.
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REV	DATE	BY	DESCRIPTION	DATE <u>September 30, 2024</u>				

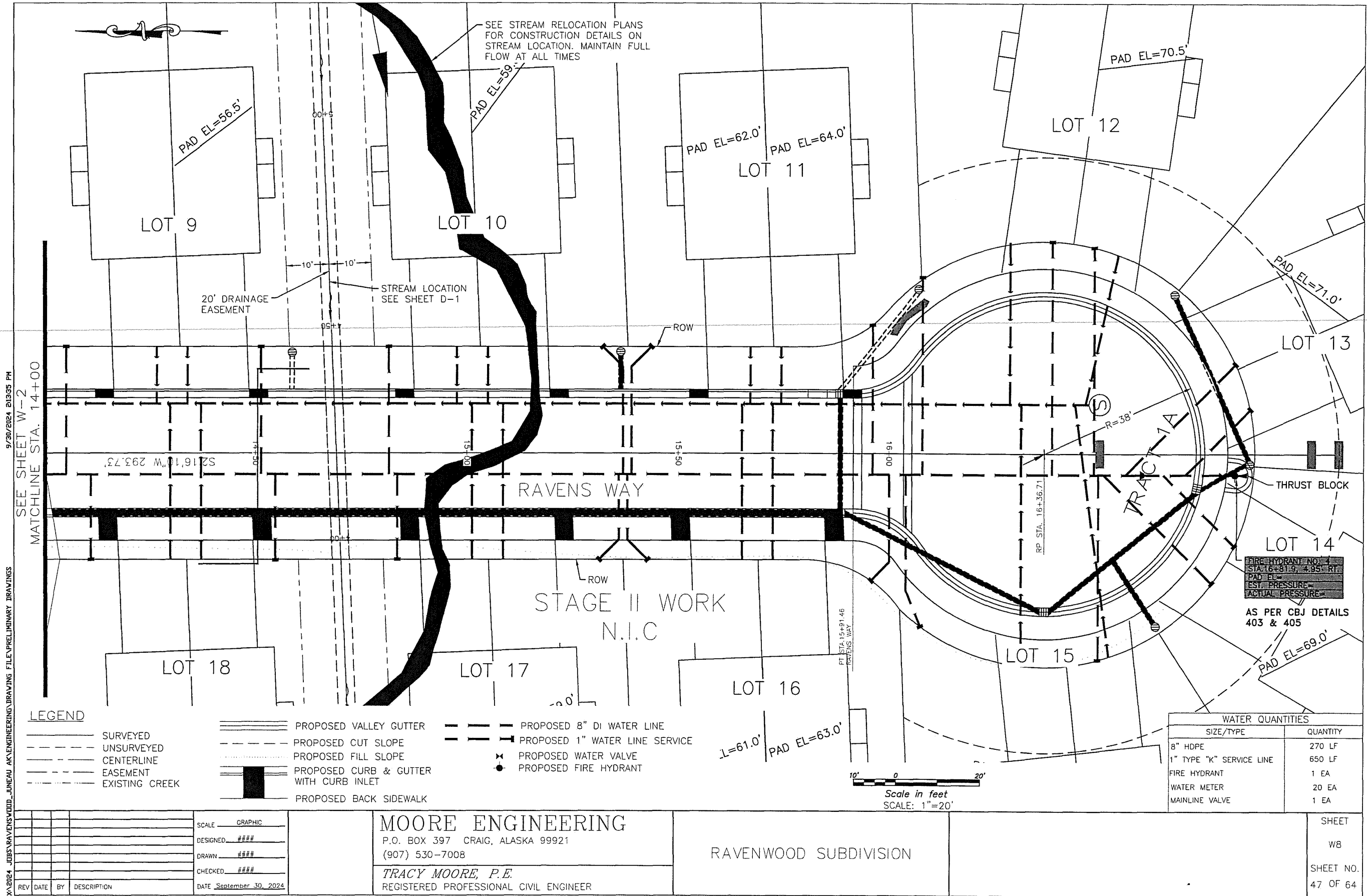
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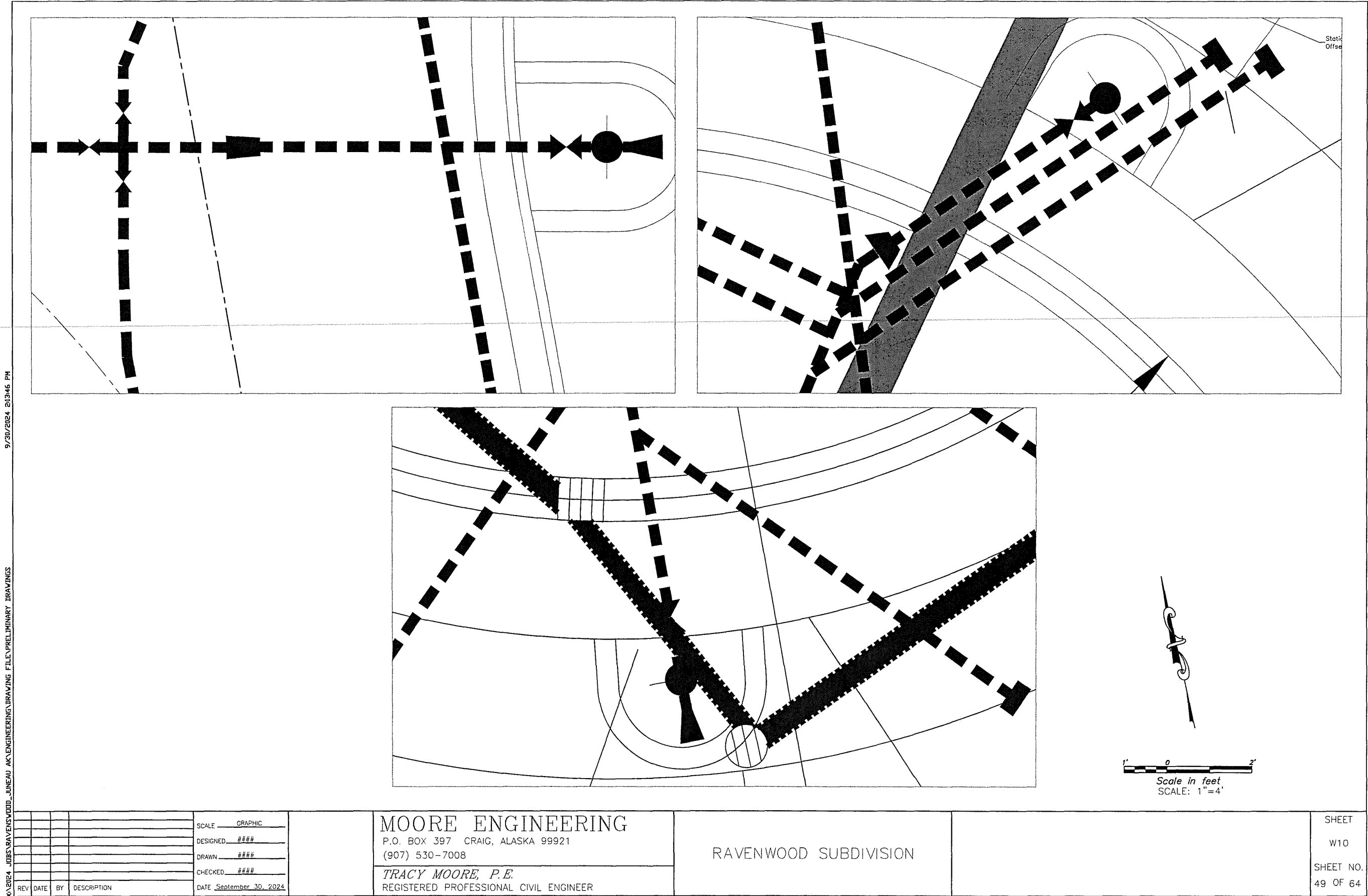


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NOV-2024	JUBS	RAVENWOOD	DIVISION	SCALE	GRAPHIC	MOORE ENGINEERING P.O. BOX 397 CRAIG, ALASKA 99921 (907) 530-7008	RAVENWOOD SUBDIVISION	SHEET W7	
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				REV	DATE				

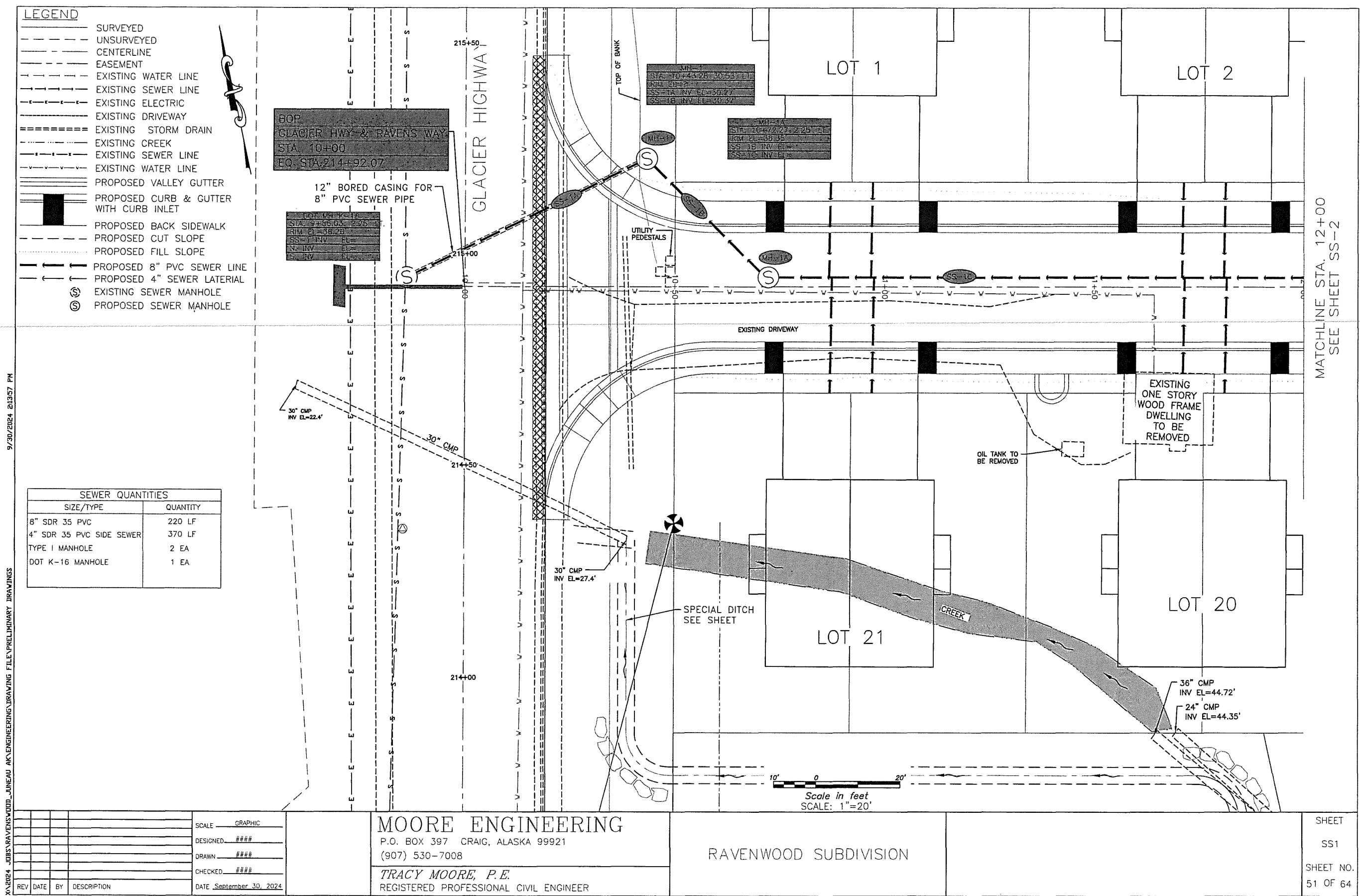


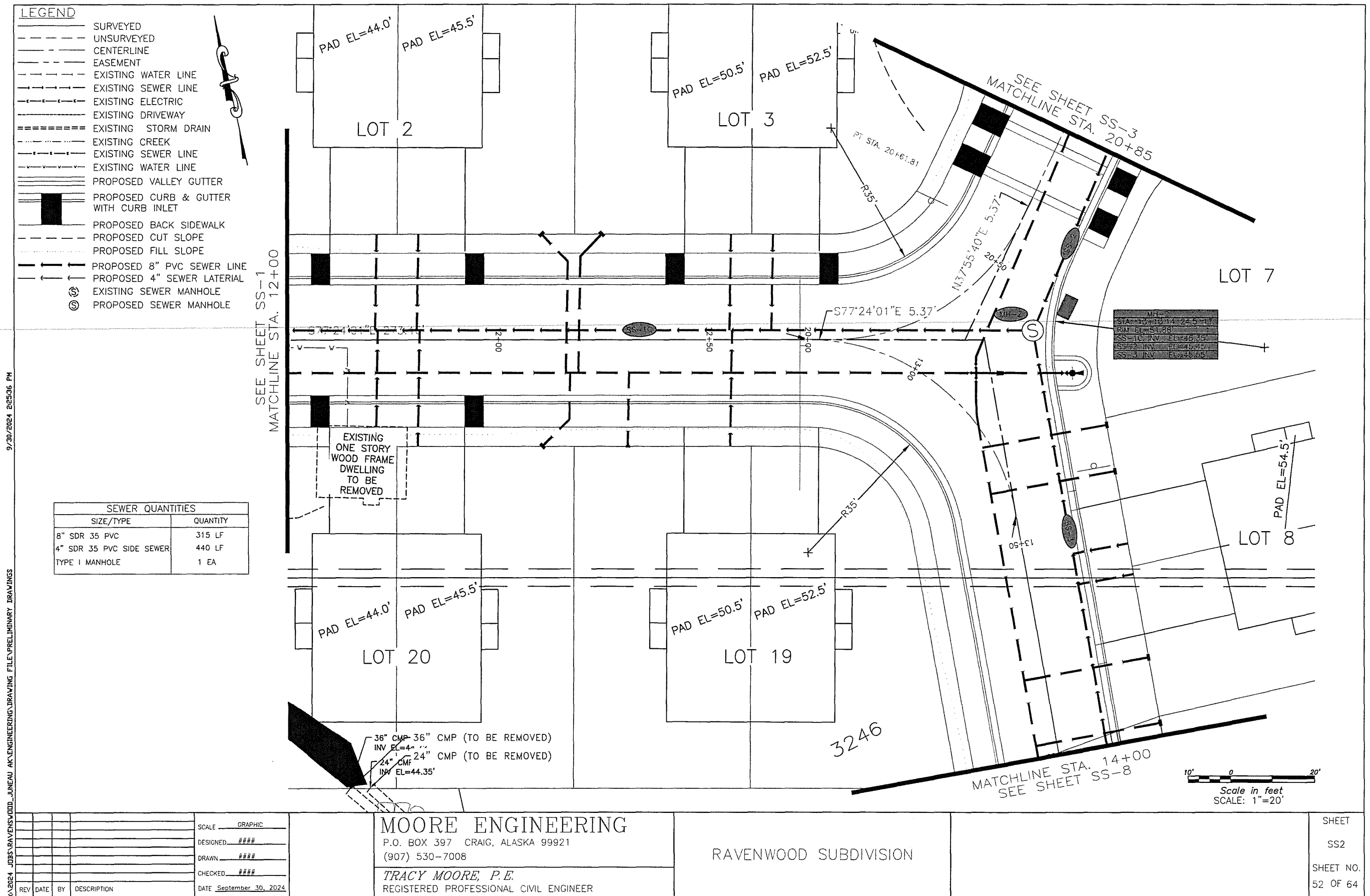


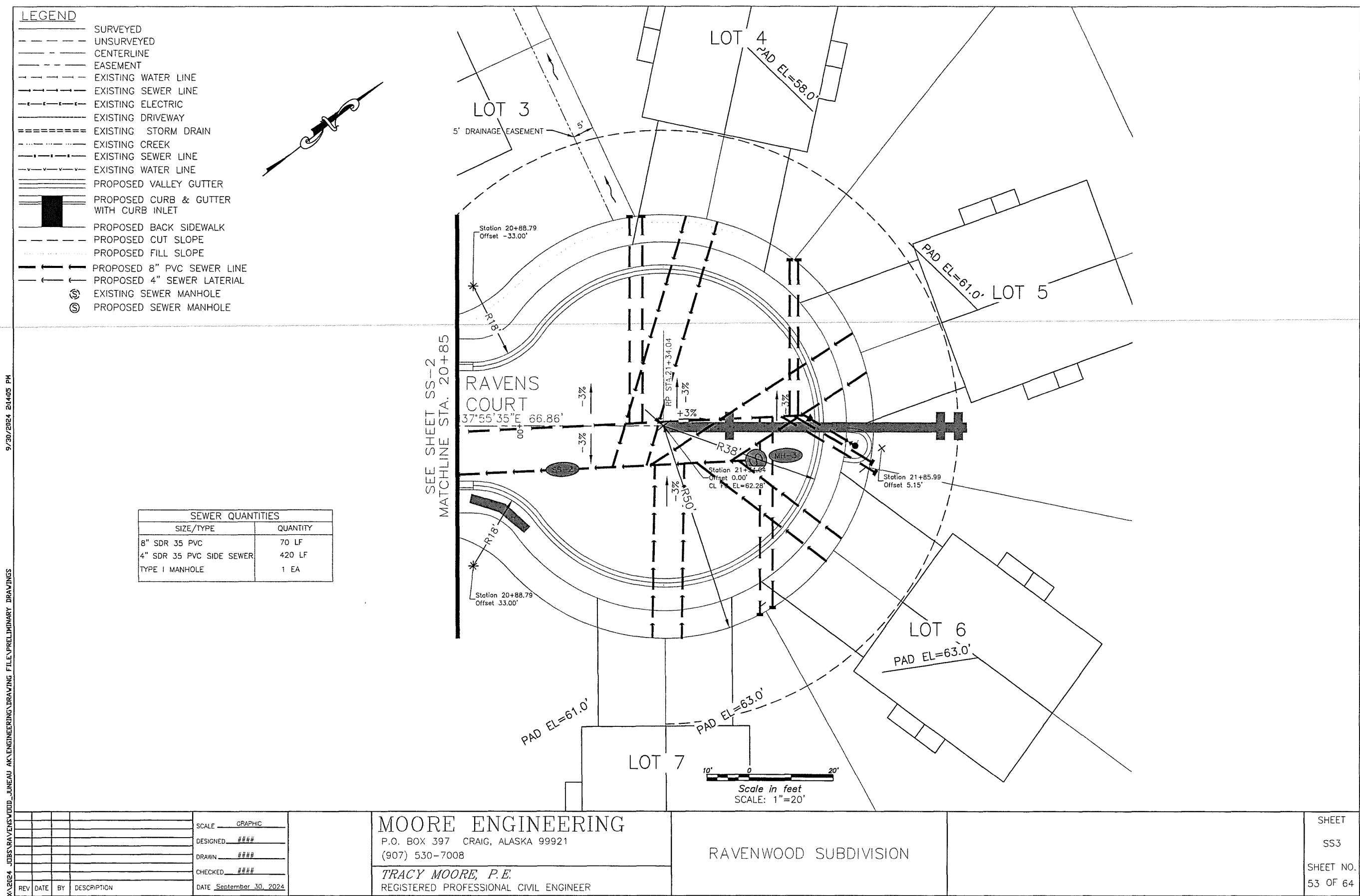


PHASE I – RAVENS WAY WATER SERVICE LOCATION TABLE	PHASE I – RAVENS COURT WATER SERVICE LOCATION TABLE	PHASE II – RAVENS WAY WATER SERVICE LOCATION TABLE	PHASE I – RAVENS WAY SEWER SERVICE LOCATION TABLE	PHASE I – RAVENS COURT SEWER SERVICE LOCATION TABLE	PHASE II – RAVENS WAY SEWER SERVICE LOCATION TABLE
EXISTING 16" WATER STA.10+13.68 EL='	SERVICE LOT 3 STA.21+26, 0.6' LT.	SERVICE LOT 18 STA.14+05, 4.98' RT.	SERVICE LOT 1 STA.10+86.7, 2.2' LT.	SERVICE LOT 4 STA.21+22, 9.69' RT.	SERVICE LOT 9 STA.14+26.5, 11.6' LT.
GV & VB STA.10+20.22, 7.75' RT. EL='	SERVICE LOT 4 STA.21+29, 0.7' LT.	SERVICE LOT 9 STA.14+65, 4.98' RT.	SERVICE LOT 21 STA.10+87.40, 2.2' RT.	SERVICE LOT 4 STA.21+30, 9.3' RT.	SERVICE LOT 18 STA.14+29.6, 11.6' LT.
SERVICE LOT 1 STA.10+78, 7.75' RT.	SERVICE LOT 7 STA.21+57, 2.0' LT.	SERVICE LOT 18 STA.14+66, 4.98' RT.	SERVICE LOT 1 STA.10+96.7, 2.2' LT.	SERVICE LOT 5 STA.21+31, 9.3' RT.	SERVICE LOT 9 STA.14+33.8, 11.6' LT.
SERVICE LOT 21 STA.10+80, 7.75' RT.	SERVICE LOT 6 STA.21+60, 2.1' LT.	SERVICE LOT 10 STA.14+72, 4.79' RT.	SERVICE LOT 21 STA.10+97.4, 2.2' LT.	SERVICE LOT 7 STA.21+32, 9.2' RT.	SERVICE LOT 18 STA.14+36.9, 11.6' LT.
SERVICE LOT 1 STA.11+32, 7.75' RT.	SERVICE LOT 6 STA.21+62, 2.2' LT.	SERVICE LOT 17 STA.14+73, 4.97 RT.	SERVICE LOT 2 STA.11+70.8, 2.2' LT.	SERVICE LOT 7 STA.21+39, 8.9' RT.	SERVICE LOT 16 STA.15+65.2, 11.6' LT.
SERVICE LOT 21 STA.11+33, 7.75' RT.	SERVICE LOT 4 STA.21+65, 2.3' LT.	SERVICE LOT 17 STA.15+36, 4.95' RT.	SERVICE LOT 20 STA.11+74.4, 2.2' LT.	SERVICE LOT 6 STA.21+42, 8.7' RT.	SERVICE LOT 11 STA.15+67.2, 11.6' LT.
SERVICE LOT 2 STA.11+35, 7.75' RT.	SERVICE LOT 5 STA.21+65, 2.4' LT.	SERVICE LOT 10 STA.15+37, 4.95' RT.	SERVICE LOT 2 STA.11+80.7, 2.2' LT.	SERVICE LOT 5 STA.21+50, 8.3' RT.	SERVICE LOT 16 STA.15+72.5, 11.6' LT.
SERVICE LOT 22 STA.11+36, 7.75' RT.	SERVICE LOT 5 STA.21+66, 2.4' LT.	SERVICE LOT 16 STA.15+38, 4.95 RT.	SERVICE LOT 20 STA.11+81.4, 2.2' LT.	SERVICE LOT 6 STA.21+52, 8.2' RT.	SERVICE LOT 11 STA.15+74.5, 11.6' LT.
SERVICE LOT 2 STA.12+16, 7.75' RT.		SERVICE LOT 11 STA.15+39, 4.95 RT.	SERVICE LOT 3 STA.12+54.8, 2.2' LT.		SERVICE LOT 15 STA.16+31.2, 11.6' LT.
SERVICE LOT 20 STA.12+17, 7.75' RT.		SERVICE LOT 16 STA.16+00, 4.94' RT.	SERVICE LOT 19 STA.12+55.4, 2.2' LT.		SERVICE LOT 12 STA.16+36.6, 11.6' LT.
SERVICE LOT 3 STA.12+19, 7.75' RT.		SERVICE LOT 15 STA.16+04, 4.94 RT.	SERVICE LOT 3 STA.12+64.7, 2.2' LT.		SERVICE LOT 15 STA.16+44.0, 11.6' LT.
SERVICE LOT 19 STA.12+20, 7.75' RT.		SERVICE LOT 11 STA.16+06, 4.94 RT.	SERVICE LOT 19 STA.12+65.44, 2.2' LT.		SERVICE LOT 12 STA.16+46.6, 11.6' LT.
SERVICE LOT 7 STA.13+22, 0.72' RT.		SERVICE LOT 12 STA.16+08, 4.94 RT.	SERVICE LOT 8 STA.13+54.4, 11.6' LT.		
SERVICE LOT 8 STA.13+25, 1.92' RT.		SERVICE LOT 12 STA.16+42, 4.93' RT.	SERVICE LOT 8 STA.13+61.7, 11.6' LT.		
SERVICE LOT 8 STA.13+94, 4.98' RT.		SERVICE LOT 12 STA.16+45, 4.93' RT.			
SERVICE LOT 9 STA.13+97, 4.98' RT.		SERVICE LOT 15 STA.16+63, 4.92' RT.			
SERVICE LOT 10 STA.14+97.6, 11.6' LT.		SERVICE LOT 14 STA.16+65, 4.92' RT.			
SERVICE LOT 17 STA.15+01.1, 11.6' LT.		SERVICE LOT 13 STA.16+67, 4.92' RT.			
SERVICE LOT 10 STA.15+04.9, 11.6' LT.		SERVICE LOT 14 STA.16+70, 4.92' RT.			
SERVICE LOT 17 STA.15+08.4, 11.6' LT.					

11/20/24 JDBS RAVENWOOD				SCALE <u>GRAPHIC</u>	MOORE ENGINEERING P.O. BOX 397 CRAIG, ALASKA 99921 (907) 530-7008 TRACY MOORE, P.E. REGISTERED PROFESSIONAL CIVIL ENGINEER	RAVENWOOD SUBDIVISION	SHEET WS1 SHEET NO. 50 OF 64
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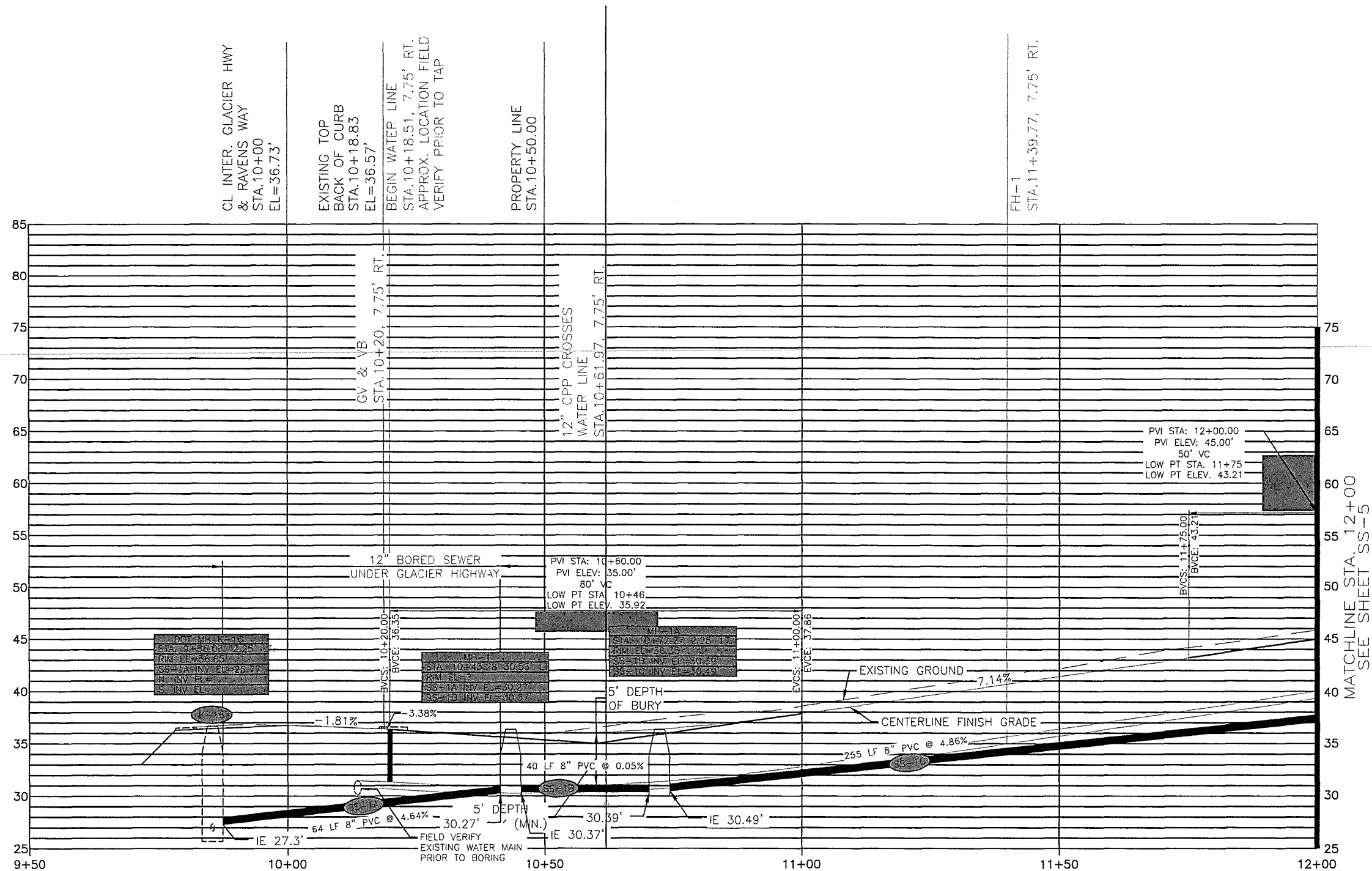






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SCALE: HORZ. 1"=20'
VERT. 1"=10'

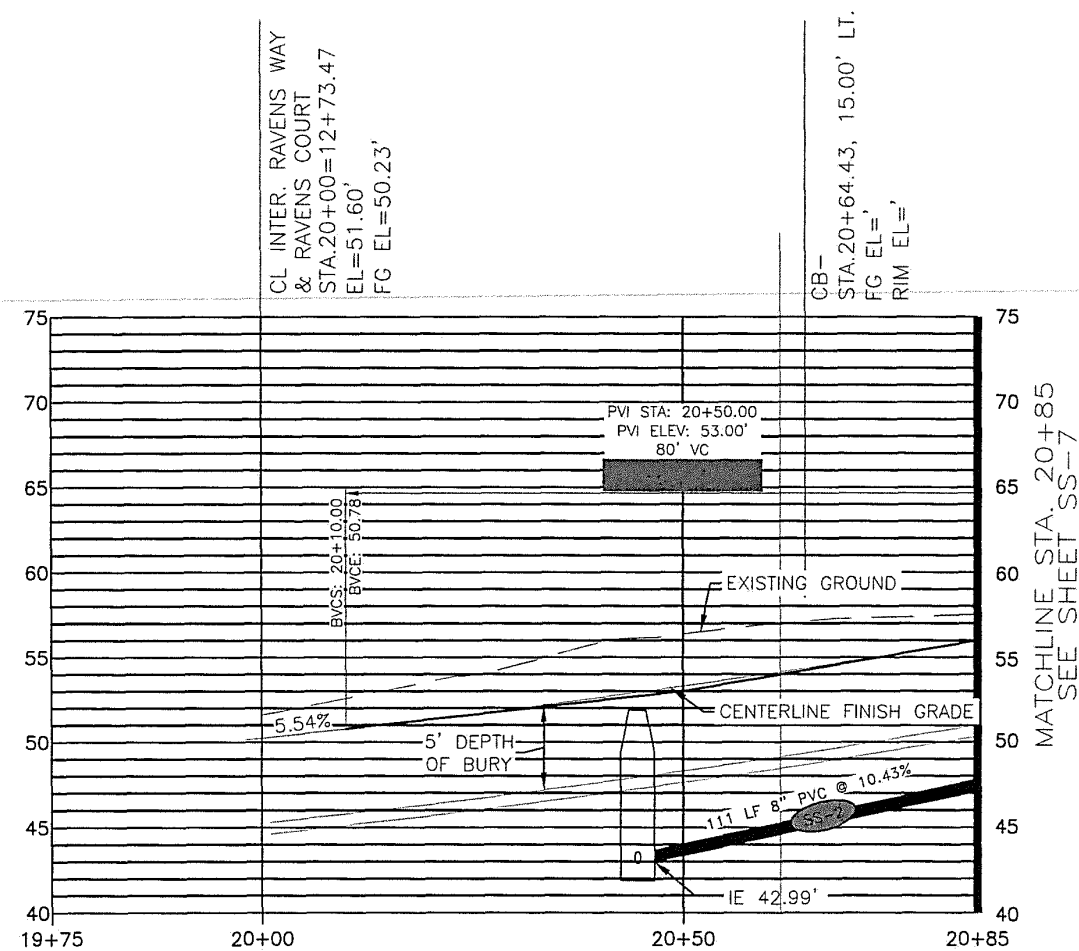
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				DATE <u>September 30, 2024</u>	TRACY MOORE, P.E. REGISTERED PROFESSIONAL CIVIL ENGINEER			



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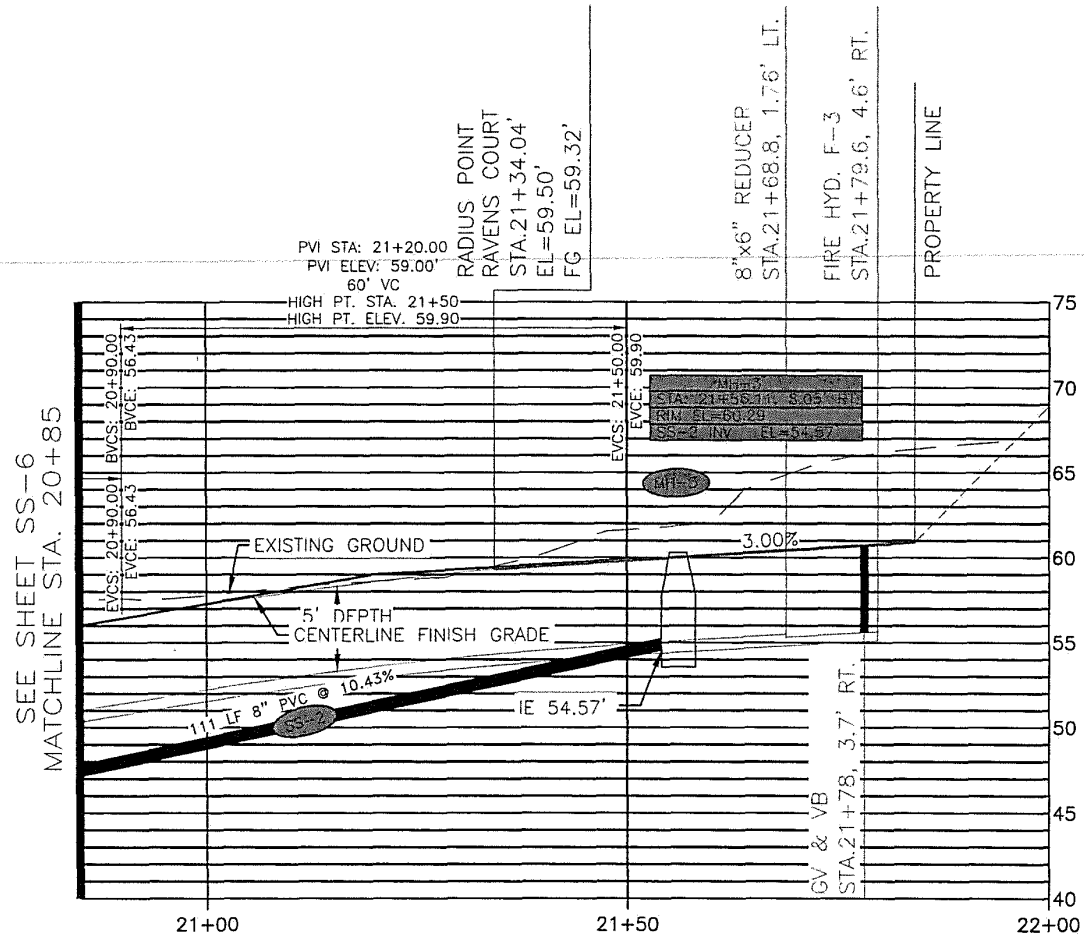


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VERT. 1"=10'

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				DRAWN <u>###</u>				SHEET NO.
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				DATE <u>September 30, 2024</u>				REGISTERED PROFESSIONAL CIVIL ENGINEER
REV	DATE	BY	DESCRIPTION					

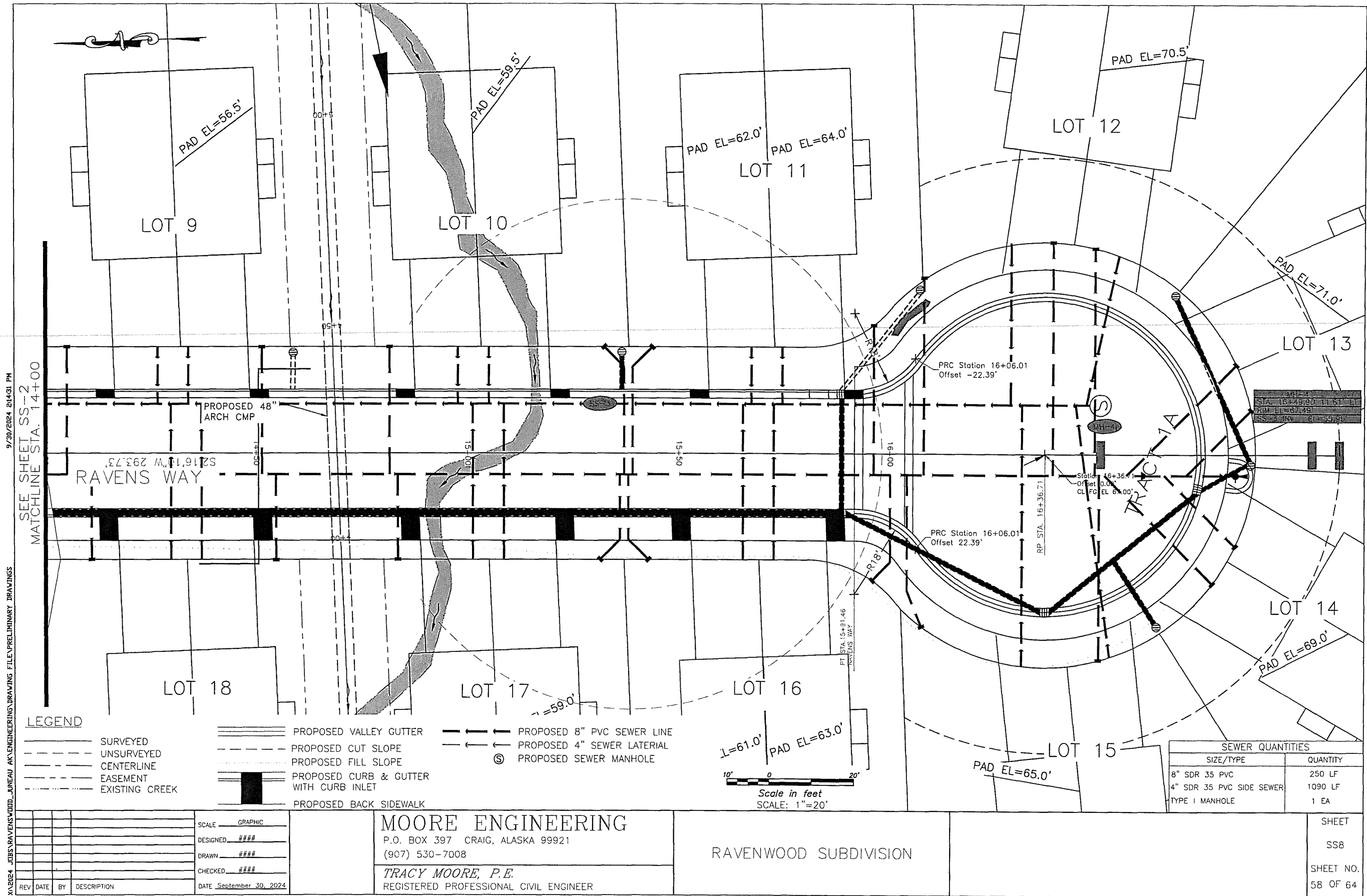
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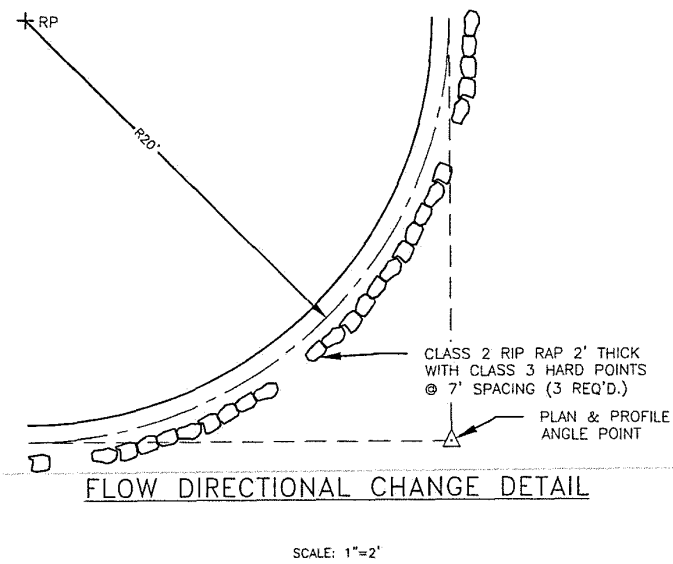
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				DESIGNED <u>###</u>				SS7
				DRAWN <u>###</u>				SHEET NO.
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REV	DATE	BY	DESCRIPTION	DATE <u>September 30, 2024</u>	<i>TRACY MOORE, P.E.</i> REGISTERED PROFESSIONAL CIVIL ENGINEER			

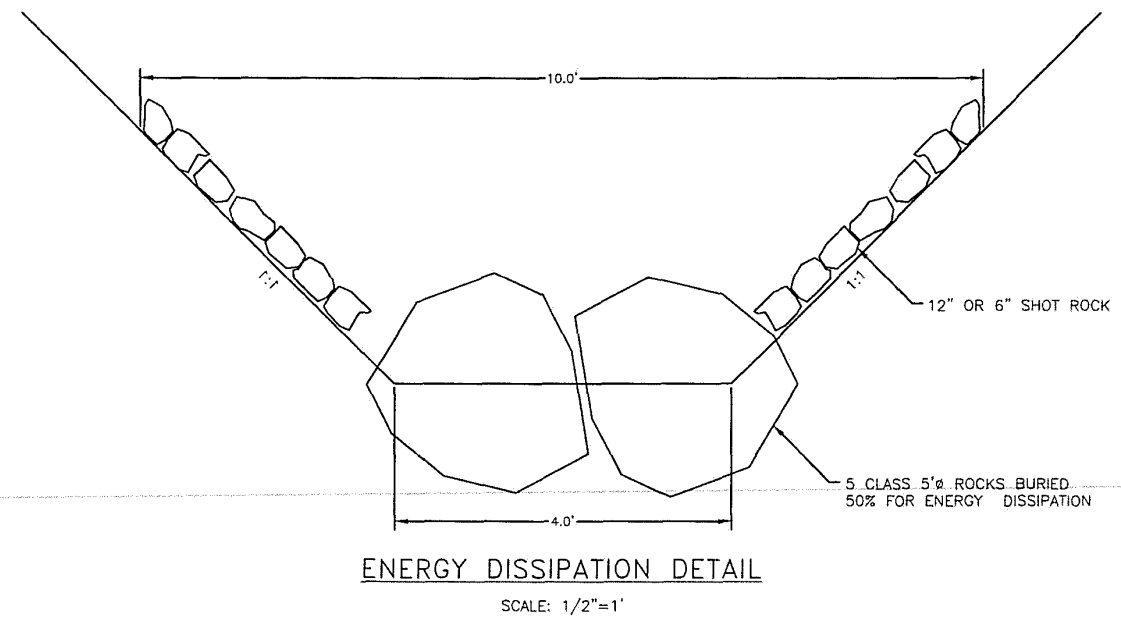




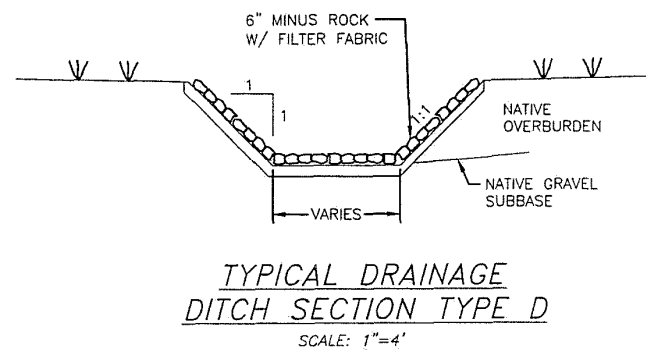
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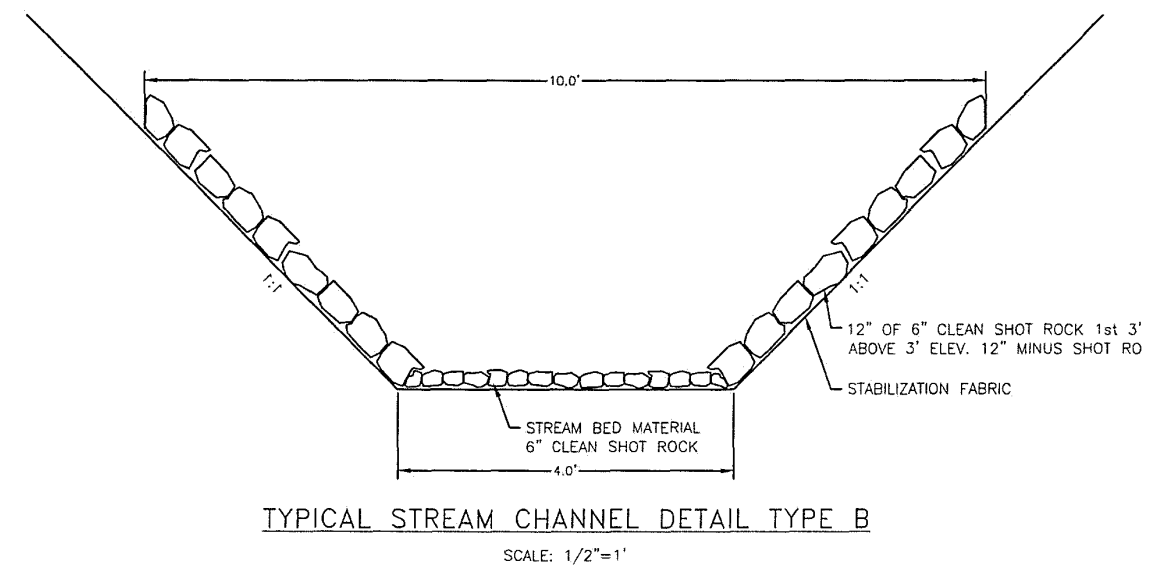
FLOW DIRECTIONAL CHANGE DETAIL



ENERGY DISSIPATION DETAIL

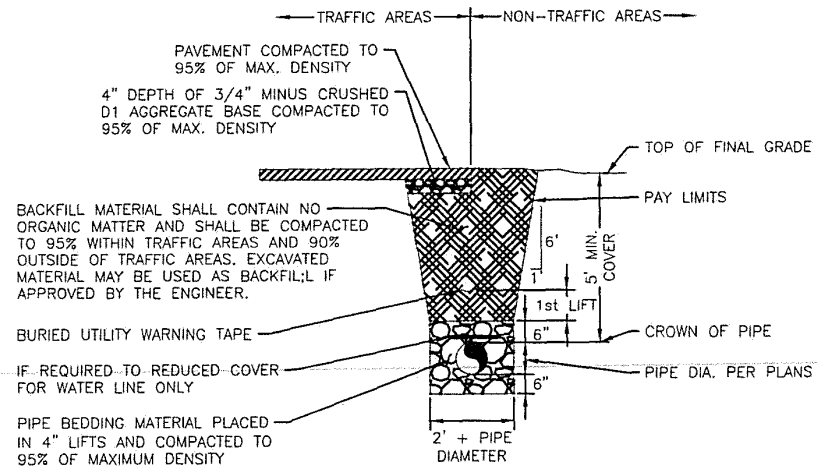


TYPICAL DRAINAGE
DITCH SECTION TYPE D



TYPICAL STREAM CHANNEL DETAIL TYPE B

				SCALE <u>GRAPHIC</u>	MOORE ENGINEERING P.O. BOX 397 CRAIG, ALASKA 99921 (907) 530-7008 <i>TRACY MOORE, P.E.</i> REGISTERED PROFESSIONAL CIVIL ENGINEER	RAVENWOOD SUBDIVISION		SHEET
				DESIGNED <u>###</u>				DT2
				DRAWN <u>###</u>				SHEET NO.
				CHECKED <u>###</u>				60 OF 64
				DATE <u>September 30, 2024</u>				
REV	DATE	BY	DESCRIPTION					



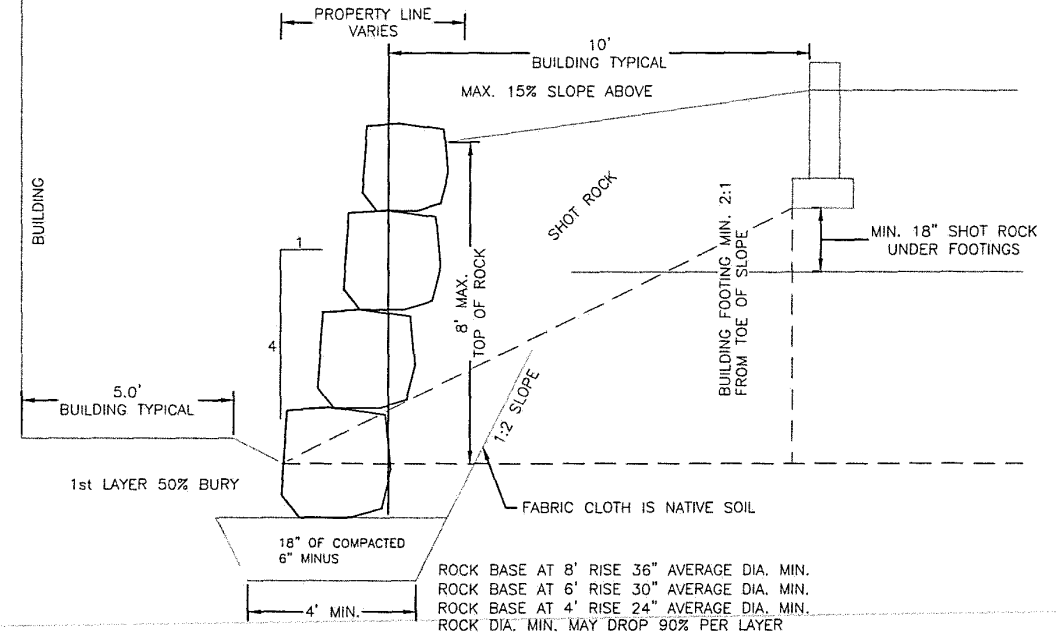
- NOTES (A):
1. BACKFILL MATERIAL SHALL BE PLACED IN 12" MAXIMUM LIFTS AS STATED IN SPECIFICATIONS.
 2. PIPE BEDDING MATERIAL MUST BE PLACED IN 6" MAX. LIFTS BETWEEN COMPACTION.
 3. TRENCH EXCAVATION AND SHORING SHALL COMPLY WITH LOCAL, STATE AND OSHA REGULATIONS AND REQUIREMENTS. INDICATED SLOPE IS FOR PAY QUANTITY DETERMINATION ONLY FOR IMPORTED BACKFILL GRAVEL AND RESURFACING REQUIREMENTS.
 4. IF UNSUITABLE PIPE FOUNDATION MATERIAL IS ENCOUNTERED DURING EXCAVATION, ENGINEER MAY DIRECT THE CONTRACTOR TO OVER-EXCAVATE AND BACKFILL WITH SUITABLE MATERIAL.
 5. THE DITCH LINE, IF ONE EXISTS, SHALL BE RESHAPED IN SUCH A MANNER TO ALLOW POSITIVE DRAINAGE TO MATCH PRE-CONSTRUCTION CONDITIONS.
 6. TRENCH SECTION APPLICABLE FOR BOTH SEWER, WATER PIPE AND STORM. EXCEPT STORM WATER DOES NOT REQUIRE MINIMUM COVER.

- NOTES (B):
1. INSULATION BOARD JOINTS SHALL BE LAPPED.
 2. MINIMUM DEPTH OF COVER SHALL BE 3'-0" UNLESS SHOWN OTHERWISE ON DRAWINGS OR PRIOR APPROVAL IS GRANTED FROM ENGINEER.
 3. ALL INSULATION SHALL BE DOW HI-60 EXTRUDED POLYSTYRENE (BLUE BOARD) OR APPROVED EQUAL.

"H"	"T"
DEPTH OF COVER	INSULATION THICKNESS
4'-0" OR GREATER	NONE REQUIRED.
3'-8" OR GREATER	2 INCHES
3'-0" OR GREATER	4 INCHES

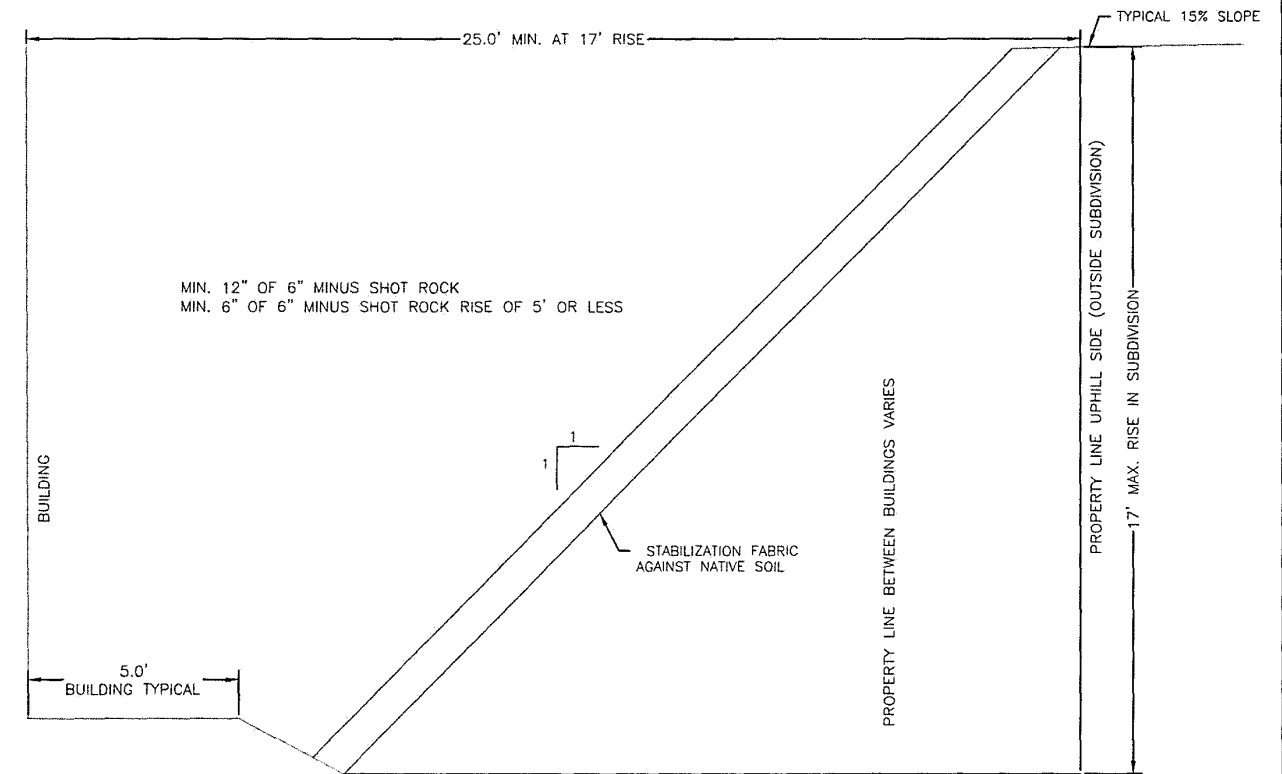
TYPICAL TRENCH DETAIL

SCALE: 1"=4'



SLOPES BETWEEN BUILDINGS WHERE SLOPES GREATER THAN 1:1 NEEDED

SCALE: 1"=1'



TYPICAL PROPERTY LINE SLOPES

SCALE: 1"=1'

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REV	DATE	BY	DESCRIPTION

SCALE GRAPHIC

DESIGNED ###

DRAWN ###

CHECKED ###

DATE September 30, 2024

MOORE ENGINEERING

P.O. BOX 397 CRAIG, ALASKA 99921

(907) 530-7008

TRACY MOORE, P.E.

REGISTERED PROFESSIONAL CIVIL ENGINEER

RAVENWOOD SUBDIVISION

SHEET

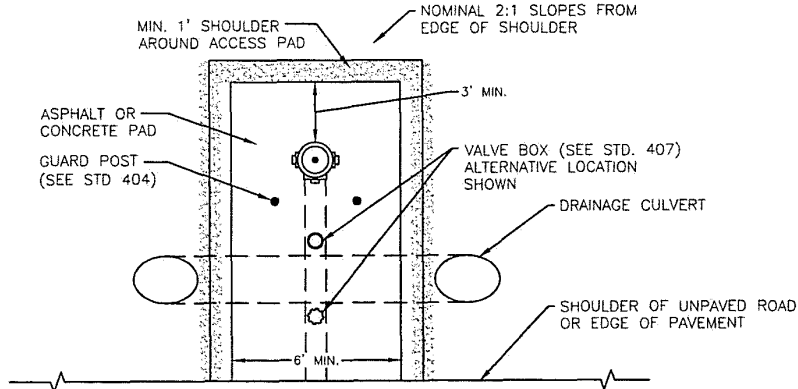
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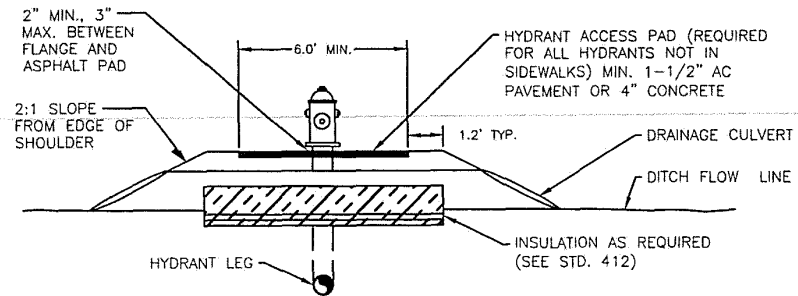
61 OF 64

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PLAN VIEW

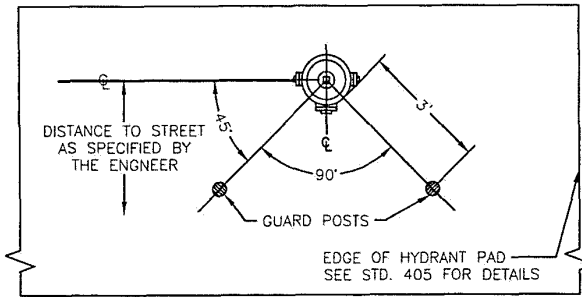


ELEVATION VIEW

- NOTES:
- FROM EDGE OF ROAD TO DITCH LINE, SLOPE SURFACE OF HYDRANT PAD TO MATCH EXTENSION OF ROADWAY CROWN.
 - SEED SIDE SLOPES IN ACCORDANCE WITH SECTION 02710.
 - NFS BACKFILL AND D-1 IN PAD SHALL CONFORM WITH MATERIALS AND COMPACTION REQUIREMENTS OF STANDARD 102A. 4. EXTEND LAYER OF D-1 TO EDGE OF PAD SHOULDER.

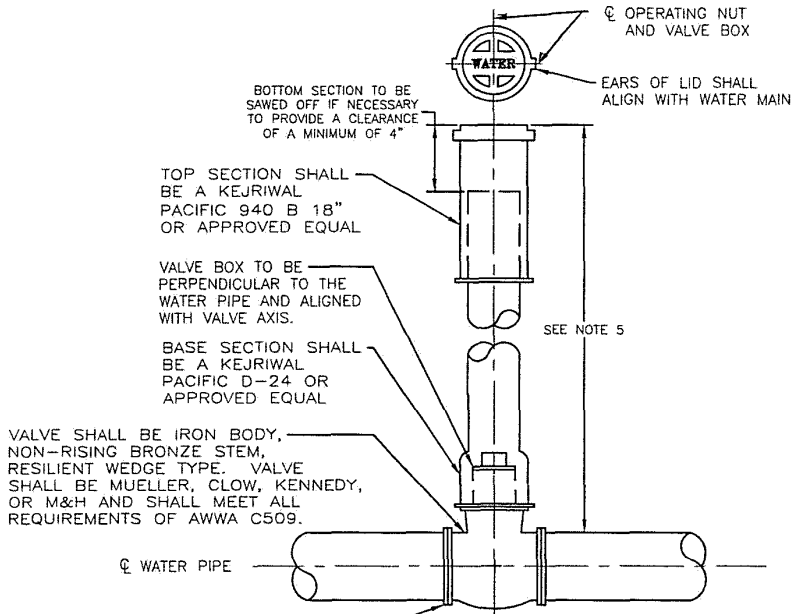
405-HYDRANT PAD

SCALE: 1"=6'



PLAN VIEW

404-HYDRANT GUARD POSTS

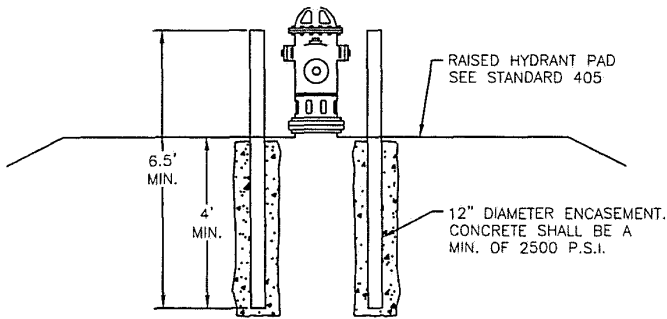


NOTES:

- A VALVE IS REQUIRED FOR EVERY 500' OF STRAIGHT MAINLINE.
- A MINIMUM OF 2 VALVES ARE REQUIRED AT ALL TEES IN MAINLINE. A MINIMUM OF 3 VALVES ARE REQUIRED AT ALL 4-WAY CROSSES IN MAINLINE. NOTE THAT TEES AND CROSSES THAT FEED SERVICES AND FIRE HYDRANTS ARE NOT SUBJECT TO THIS REQUIREMENT.
- MAINLINE VALVES REQUIRE THRUST BLOCKS. SEE STANDARD 414C.
- IF REQUIRED BY THE ENGINEER, PLACE CONCRETE COLLAR AROUND TOP SECTION PER STANDARD 126.
- ON UNPAVED ROADS, RECESS TOP OF VALVE BOX 6" TO 8".
- IF WATER PIPE IS MORE THAN 6' DEEP, USE 4" I.D. CAST IRON SOIL PIPE WITH TOP SECTION OF APPROVED CAST IRON VALVE BOX.
- THIS DETAIL APPLIES TO ALL MAINLINE VALVES AND ALL WATER VALVES GREATER THAN 4" IN DIAMETER.

407-MAINLINE VALVE

SCALE: 1"=2'

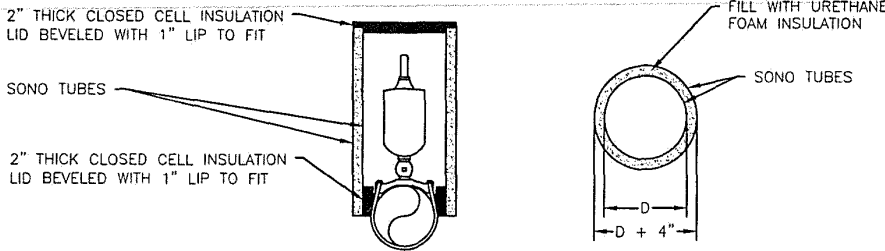
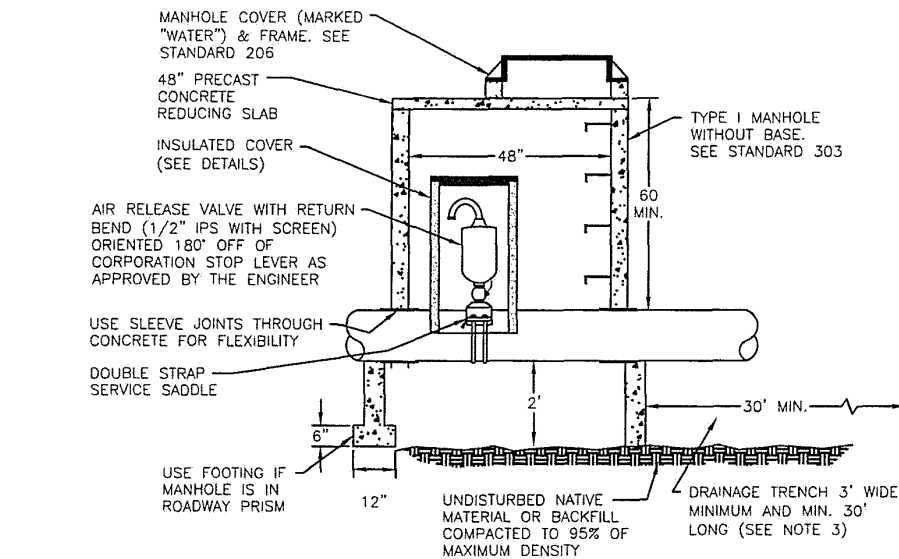


ELEVATION VIEW

- NOTES:
- GUARD POST ARE REQUIRED ON ALL HYDRANTS EXCEPT THOSE IN SIDEWALKS OR ALONG STATE HIGHWAYS.
 - GUARD POST SHALL BE 4" DIAMETER, SCHEDULE 40 STEEL PIPE.
 - POSTS SHALL BE FILLED FLUSH WITH CONCRETE AND PAINTED WITH OSHA YELLOW ENAMEL AFTER INSTALLATION.
 - POSTS SHALL NOT BLOCK OPERATION OF VALVE.

404-HYDRANT GUARD POSTS

SCALE: 1"=4'



SIDE VIEW TOP VIEW
INSULATED COVER DETAILS

NOTES:

- PVC DRAIN TO DAYLIGHT MAY BE SUBSTITUTED FOR DRAINAGE TRENCH IF APPROVED BY ENGINEER.
- SONO TUBES SHALL BE CONCENTRIC TO INSURE A MINIMUM OF 2" OF INSULATION AT ALL POINTS. TRIM TUBES AND INSULATION TO FIT CURVATURE OF PIPE.
- FILL DRAIN TRENCH WITH MATERIAL AS DESCRIBED IN TABLE:

SEIVE SIZE	% PASSING
2"	100
.4"	0-10
1"	0-3

409-AIR RELEASE VALVE

SCALE: 1"=4'

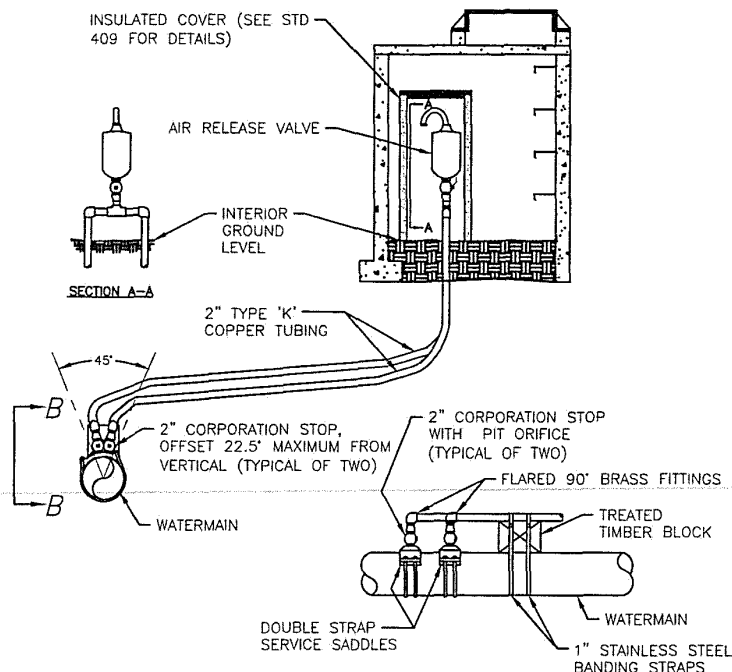
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CHECKED	###
DATE	September 30, 2024

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TRACY MOORE, P.E.
REGISTERED PROFESSIONAL CIVIL ENGINEER

RAVENWOOD SUBDIVISION

SHEET
DT4
SHEET NO.
62 OF 64

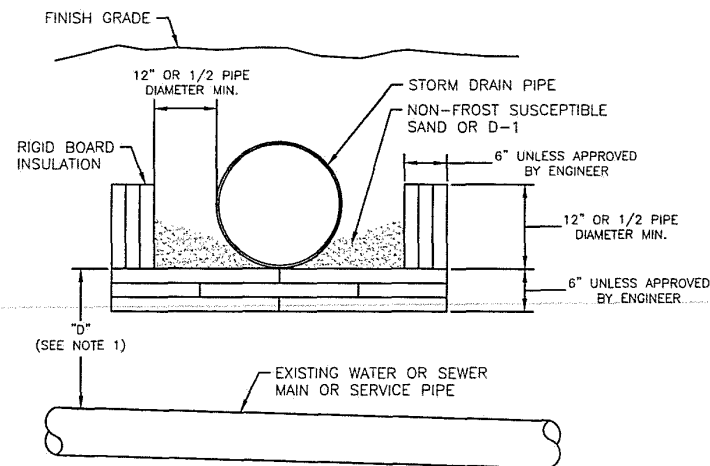
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- NOTES:
1. MANHOLE, COVER & FRAME CONSTRUCTION SHALL COMPLY WITH STANDARDS 206, 303, AND 409.
 2. COPPER TUBING SHALL MAINTAIN A POSITIVE GRADE FROM THE WATERMAIN TO THE AIR RELEASE VALVE. CONNECTIONS IN COPPER TUBING SHALL BE FLARED UNIONS.
 3. A 60" MINIMUM COVER SHALL BE MAINTAINED OVER THE COPPER TUBING AND WATERMAIN AT ALL LOCATIONS.
 4. DRAINAGE TRENCH, AIR RELEASE VALVE, AND INSULATED COVER SHALL COMPLY WITH STANDARD 409.

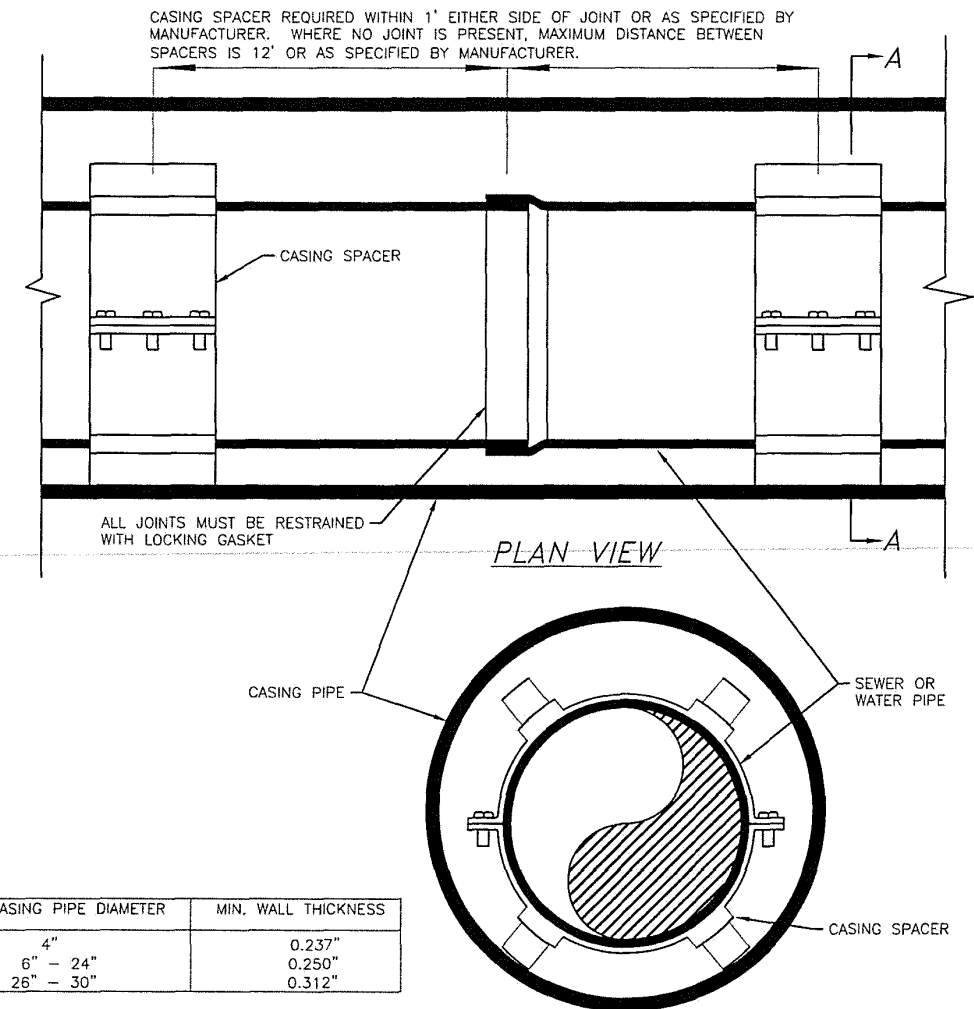
410-AIR RELEASE VALVE
OFFSET LOCATION

SCALE: 1"=2'



- NOTES:
1. INSTALL INSULATION AS SHOWN WHEN "D" IS LESS THAN 5'-0" FOR WATER PIPE OR 3'8" FOR SEWER PIPE.
 2. INSULATION SHALL CONFORM TO SECTION 02607 OF THE STANDARD SPECIFICATIONS.
 3. PIPE INSULATION SHALL BE 8'-0" IN LENGTH, CENTERED OVER EXISTING WATER OR SEWER PIPE.
 4. PIPE INSULATION WITH R-FACTOR EQUAL TO RIGID BOARD MAY BE SUBSTITUTED IF APPROVED BY THE ENGINEER.
 5. INSULATION BOARDS SHALL OVERLAP 12" AS SHOWN IN DRAWING.

412-RIGID INSULATION
SCALE: 1"=2'



- NOTES:
1. CASING SPACERS SHALL BE "ADVANCE PRODUCT AND SYSTEMS" HIGH-DENSITY POLYETHYLENE OR APPROVED EQUAL.
 2. ENDS OF CASING PIPE SHALL BE PERMANENTLY SEALED AGAINST THE ENTRY OF FOREIGN MATERIAL.

413-BORED
ENCASEMENT
SCALE: 1"=2'

REV	DATE	BY	DESCRIPTION

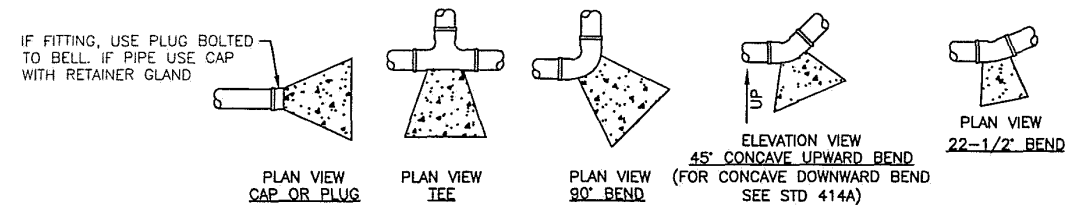
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DESIGNED	###
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CHECKED	###
DATE	September 30, 2024

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RAVENWOOD SUBDIVISION

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PIPE SIZE	TEES, CAPS, & PLUGS		90° BENDS		ALTERNATIVE RESTRAINED LENGTH IN ALL DIRECTIONS (FEET) — SEE NOTE 5		
	MIN. CONCRETE VOL. (YD.)	MIN. BEARING AREA (F ² S)	MIN. CONCRETE VOL. (YD.)	MIN. BEARING AREA (F ² S)	TEES	90° BENDS	CAPS & PLUGS
4"	0.1	1.7	0.1	2.4	11	16	33
6"	0.2	3.5	0.4	4.9	15	23	47
8"	0.5	6.0	0.9	8.5	20	30	62
10"	1.0	9.1	1.7	12.8	24	37	74
12"	1.7	12.8	2.9	18.1	29	44	88
14"	2.6	17.2	4.5	24.4	33	50	100
16"	3.9	22.3	6.6	31.5	38	57	113
18"	5.5	28.0	9.2	39.6	42	63	126
20"	7.5	34.4	12.5	48.6	47	70	138
24"	12.7	49.0	21.4	69.3	56	83	162

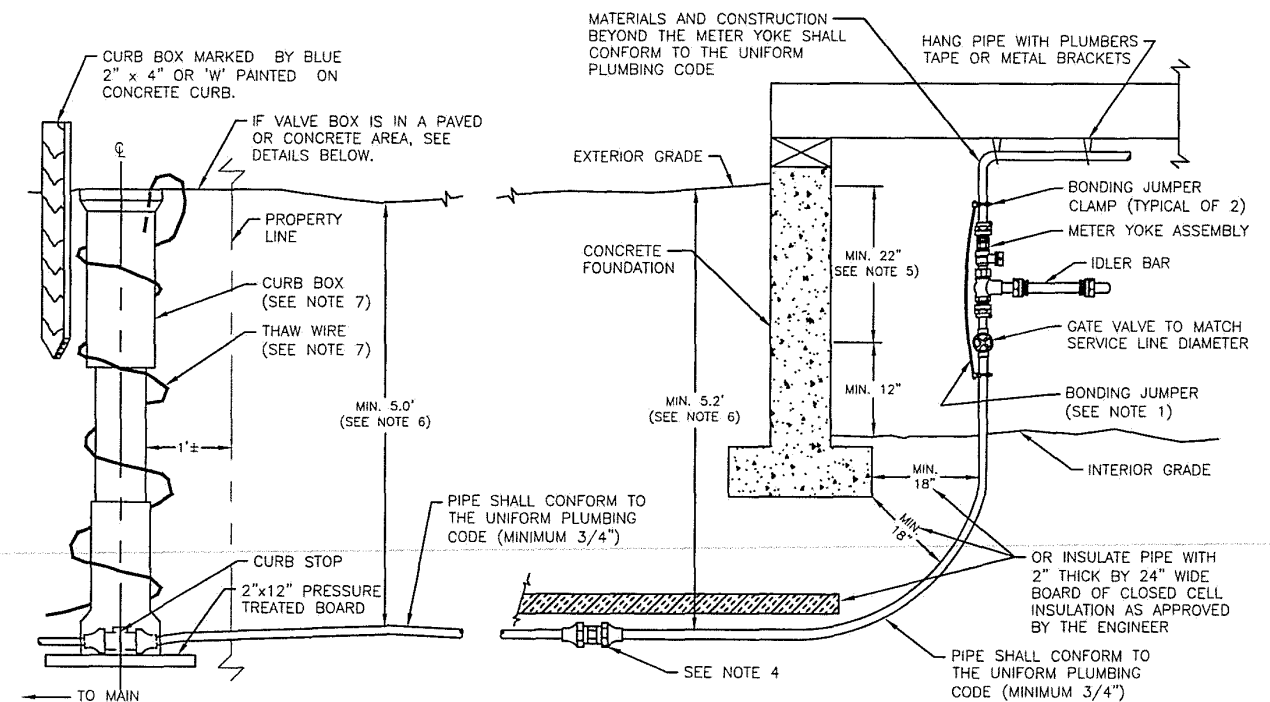
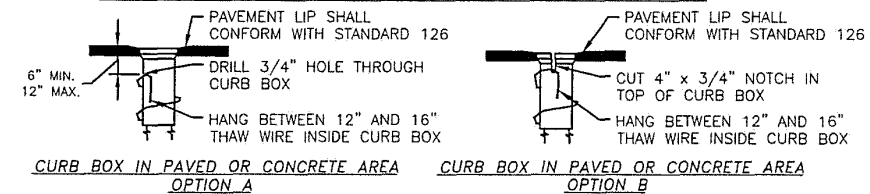
SMALL ANGLE ADJUSTMENT	
FOR ANGLES LESS THAN 90° MULTIPLY VOLUMES, AREAS, AND LENGTHS FOR 90° ANGLE BY THIS FACTOR	
ANGLE	FACTOR
45°	0.414
22-1/2°	0.199
11-1/4°	0.098

- NOTES:
1. CENTER OF MASS OF THRUST BLOCK MUST LAY OPPOSITE TO AND ALIGNED AGAINST THE DIRECTION OF THRUST.
 2. THRUST BLOCKS SHALL BE POURED SO THAT JOINTS OF FITTINGS, INCLUDING ALL NUTS AND FOLLOWERS REMAIN ACCESSIBLE.
 3. CONCRETE THRUST BLOCKS SHALL BE POURED AGAINST UNDISTURBED EARTH. UNSTABLE OR UNSUITABLE MATERIALS SHALL BE REMOVED, REPLACED AND/OR COMPACTED AS DETERMINED BY THE ENGINEER.
 4. VOLUME AND BEARING SURFACE OF 2500 P.S.I. CONCRETE THRUST BLOCKS ARE BASED ON 150 P.S.I. WATER PRESSURE AND SOIL BEARING CAPACITY OF 2000 P.S.F. ALL OTHER PRESSURE AND/OR SOIL CONDITIONS ARE SUBJECT TO THE ENGINEER'S REVIEW AND APPROVAL.
 5. THRUST BLOCKS MAY BE OMITTED IF ALL JOINTS WITHIN MINIMUM DISTANCE GIVEN BY ABOVE TABLE ARE RESTRAINED AND PIPE IS BEDDED IN SAND. THE DISTANCES APPEARING IN THE TABLE ASSUME THAT THE PIPE IS BURIED AT LEAST 5' DEEP AND THAT SOIL CONDITIONS ARE AS LISTED IN NOTE 4. THE INFORMATION IN THE TABLE IS BASED ON DIPRA'S "THRUST RESTRAINT FOR DUCTILE IRON PIPE" WHICH SHOULD BE CONSULTED IF THESE ASSUMPTIONS ARE NOT MET.
 6. SUBJECT TO THE CONDITIONS LISTED IN NOTE 4, A COMBINATION OF A SMALLER THRUST BLOCK AND A REDUCED LENGTH OF RESTRAINED PIPE IS ALLOWED PER THE FOLLOWING FORMULA:

$$\frac{\text{ACTUAL BEARING AREA OF BLOCK}}{\text{BEARING AREA REQUIRED BY TABLE}} + \frac{\text{ACTUAL RESTRAINED LENGTH OF PIPE}}{\text{RESTRAINED LENGTH REQUIRED BY TABLE}} \geq 1.1$$

6. THRUST BLOCKS ARE REQUIRED FOR ALL BENDS, TEES, PLUGS, AND CAPS IN PIPE 4" AND LARGER EXCEPT AS LISTED IN NOTE 5.
7. REGARDLESS OF SIZE OF THRUST BLOCKS ALL JOINTS AT CAPS, PLUGS, BENDS, AND TEES MUST BE RESTRAINED.
8. RESTRAINED LENGTHS USED IN PLACE OF THRUST BLOCKS IN STANDARDS 414A, 414B, AND 414C MAY NOT OVERLAP.
9. FIELD-LOCK GASKETS, MEGA-LUG AND UNIFLANGE COUPLINGS ARE THE ONLY APPROVED MEANS OF RESTRAINING PIPE.

414B-HORIZONTAL AND CONCAVE UPWARD THRUST BLOCKS

RESIDENTIAL WATER SERVICE CONNECTION

- NOTES:**
1. BONDING JUMPER MUST MATCH ELECTRICAL COLD WATER GROUND WIRE. (EXAMPLE: NO. 4 WIRE FOR UP TO 200 AMP SERVICE.) BONDING JUMPER CLAMP MUST BE COMPATIBLE WITH COPPER PIPE.
 2. ALL JOINTS OR VALVES ON SERVICE SIDE OF METER YOKE MUST BE MECHANICAL FITTINGS.
 3. COMMERCIAL FACILITIES AND RESIDENTIAL BUILDINGS WITH THREE OR MORE UNITS MUST INSTALL A WATER METER (OBTAINABLE FROM CBJ WATER UTILITY). SEE STANDARD 420.
 4. ALL UNDERGROUND COPPER TUBE CONNECTIONS (IF ANY) SHALL BE EITHER MUELLER OR FORD FLARED UNIONS OR APPROVED EQUAL. NIBCO BRAND IS NOT AN APPROVED EQUAL.
 5. AFTER INSTALLATION, CONTINUE TO MAINTAIN A MINIMUM OF 22" UNOBSTRUCTED CLEARANCE FOR THE METER YOKE.
 6. BURIAL DEPTHS GREATER THAN 5' MAY BE REQUIRED BY THE ENGINEER.
 7. CURB BOX MUST BE RESET SO THAT IT IS PLUMB, AND THAW WIRE SHALL BE WOUND AROUND OUTSIDE OF CURB BOX.
 8. UNDERGROUND SERVICE LINE SHALL NOT BE WITHIN 1" OF ANY OTHER SERVICE LINE.

419-RESIDENTIAL WATER SERVICE CONNECTION

SCALE: 1"=2'

				SCALE	GRAPHIC
				DESIGNED	####
				DRAWN	####
				CHECKED	####
REV	DATE	BY	DESCRIPTION	DATE <u>September 30, 2024</u>	

MOORE ENGINEERING

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(907) 530-7008

TRACY MOORE, P.E.

REGISTERED PROFESSIONAL CIVIL ENGINEER

RAVENWOOD SUBDIVISION

SHEET

DT6

SHEET NO.
64 OF 64

LOT 1 RAVENWOOD SUBDIVISION OWNERSHIP CERTIFICATE

I, CERTIFY THAT MISTY SEA CHARTERS & LODGING LLC, AN ALASKA LIMITED LIABILITY COMPANY, IS THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I, AS MANAGING MEMBER OF MISTY SEA LODGING AND CHARTERS LLC, HAVING THE AUTHORITY TO DO SO, HEREBY ADOPT THIS PLAT OF SUBDIVISION WITH MY FREE CONSENT AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS, AND OTHER OPEN SPACES TO THE PUBLIC OR PRIVATE USE AS NOTED.

NAME: _____ DATE: _____, 2025

SIGNATURE

NOTARY ACKNOWLEDGEMENT

UNITED STATES OF AMERICA)

STATE OF ALASKA) SS

THIS IS TO CERTIFY THAT ON THE _____ DAY OF _____, 2025, BEFORE ME, THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED _____ TO ME KNOWN TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE ABOVE AND FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE/SHE SIGNED AND SEALED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN MENTIONED. WITNESS MY HAND AND OFFICIAL SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST ABOVE WRITTEN.

NOTARY PUBLIC FOR ALASKA _____

MY COMMISSION EXPIRES _____

LOT 1 RAVENWOOD SUBDIVISION OWNERSHIP CERTIFICATE

I, CERTIFY THAT R&S CONSTRUCTION, LLC, AN ALASKA LIMITED LIABILITY COMPANY, IS THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I, AS MANAGING MEMBER OF R&S CONSTRUCTION, LLC, HAVING THE AUTHORITY TO DO SO, HEREBY ADOPT THIS PLAT OF SUBDIVISION WITH MY FREE CONSENT AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS, AND OTHER OPEN SPACES TO THE PUBLIC OR PRIVATE USE AS NOTED.

NAME: _____ DATE: _____, 2025

SIGNATURE

NOTARY ACKNOWLEDGEMENT

UNITED STATES OF AMERICA)

STATE OF ALASKA) SS

THIS IS TO CERTIFY THAT ON THE _____ DAY OF _____, 2025, BEFORE ME, THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED _____ TO ME KNOWN TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE ABOVE AND FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE/SHE SIGNED AND SEALED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN MENTIONED. WITNESS MY HAND AND OFFICIAL SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST ABOVE WRITTEN.

NOTARY PUBLIC FOR ALASKA _____

MY COMMISSION EXPIRES _____

PLANNING COMMISSION PLAT APPROVAL

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF JUNEAU, ALASKA AND THAT THIS PLAT HAS BEEN APPROVED BY THE PLANNING COMMISSION BY PLAT RESOLUTION No. _____, DATED _____, 2025, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE JUNEAU RECORDING DISTRICT OFFICE, LOCATED IN ANCHORAGE, ALASKA.

_____, DATE _____, 2025

CHAIRPERSON OF THE PLANNING COMMISSION
CITY & BOROUGH OF JUNEAU

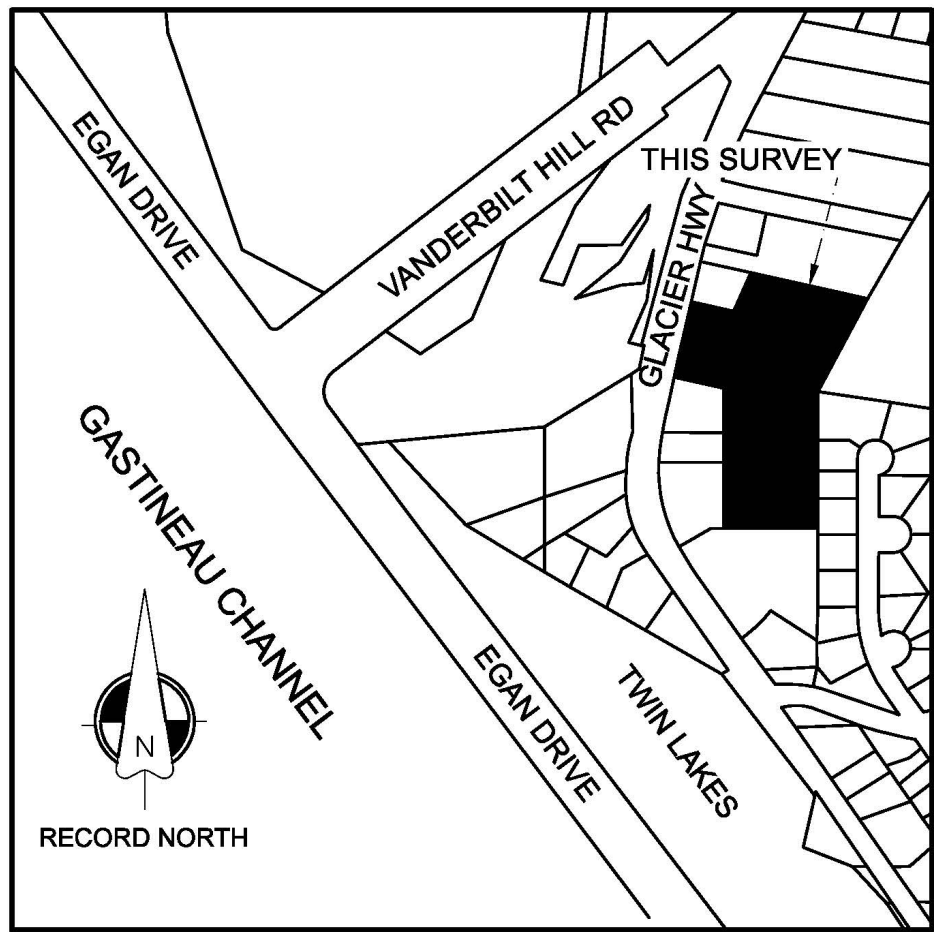
ATTEST:

MUNICIPAL CLERK
CITY AND & BOROUGH OF JUNEAU

BASIS OF BEARING

THE BASIS OF BEARING FOR THIS PLAT IS THE RECORD BEARING OF N 77° 24' 00" W, AS DELINEATED IN THE OFFICIAL PLAT OF CHILKAT VIEW SUBDIVISION II, RECORD PLAT No. 2015-41 JUNEAU RECORDING DISTRICT, DATED OCTOBER 6, 2015 BETWEEN RECOVERED BUREAU OF LAND MANAGEMENT BRASS CAP MONUMENTS.

LOT AREA TABLE		
LOT	AREA (SF)	AREA (AC)
RECORD LOT 1	221,676	5.09
LOT 43 THIS SURVEY	75,489	1.73
UNIT LOTS 1-42 THIS SURVEY	146,187	3.36



NOTES

1. THE ERROR OF CLOSURE OF THIS SURVEY DOES NOT EXCEED 1:5,000.
2. ALL BEARINGS SHOWN ARE TRUE BEARINGS RELATIVE TO THE BASIS OF BEARING, AS SHOWN HEREON. SURVEY COURSE DISTANCES SHOWN ARE MEASURED IN U.S. SURVEY FEET AND REDUCED TO HORIZONTAL FIELD DISTANCES.
3. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.
4. DOMESTIC WATER AND SANITARY SEWER PROVIDED BY THE CITY AND BOROUGH OF JUNEAU PUBLIC UTILITIES.
5. WHEN DIFFERENT FROM MEASURED, RECORD BEARINGS AND DISTANCES ARE SHOWN IN PARENTHESES AND REFERENCED TO A RECORD PLAT (R#).
6. RECORD INFORMATION FOR THIS SUBDIVISION IS DERIVED FROM THE FOLLOWING OFFICIAL PLATS: RECORD PLAT No. 433 JRD, A PLAT OF FAIRPORT SUBDIVISION, RECORDED ON 4/7/1965; RECORD PLAT No. 440 JRD, A PLAT OF LOTS B AND D FAIRPORT SUBDIVISION, RECORDED ON 5/28/1965; RECORD PLAT No. 74-15 JRD, A PLAT OF SUBDIVISION OF LOT A OF FAIRPORT SUBDIVISION, RECORDED ON 5/24/1974; RECORD PLAT No. 362 JRD, A PLAT OF TOTEM PARK SUBDIVISION, RECORDED ON 12/12/1962; RECORD PLAT No. 78-40 JRD, A PLAT OF JUNEAU INTERNATIONAL AIRPORT SUBDIVISION, RECORDED ON 11/20/1978.
7. THIS PLAT CREATES AN ALTERNATIVE RESIDENTIAL SUBDIVISION (ARS) PURSUANT TO AND GOVERNED BY THE CITY AND BOROUGH OF JUNEAU LAND USE CODE TITLE 49 ARTICLE IX. EACH OWNER OF A UNIT-LOT IS REQUIRED TO, AND SHALL BE, THROUGHOUT THEIR OWNERSHIP, A MEMBER OF THE RAVENWOOD SUBDIVISION HOA, AND REQUIRED TO PAY ASSESSMENTS ASSESSED BY THE RAVENWOOD SUBDIVISION HOA.
8. PER CBJ 49.15.920(j), NO PARKING AREAS, DWELLING UNITS, UNIT-LOTS, OR PERMISSABLE USES MAY BE LOCATED WITHIN THE ARS PARENT LOT, OR LOT 43 THIS SURVEY.
9. ACCESS TO LOTS SHALL BE VIA ACCESS EASEMENTS SHOWN ON THIS PLAT AND IS SUBJECT TO THE REQUIREMENTS IN THE BYLAWS OF RAVENWOOD HOA.
10. A COMBINED BLANKET EASEMENT FOR DRAINAGE, UTILITIES, AND INGRESS AND EGRESSES IS CREATED ACROSS LOT 43, AS SHOWN HEREON. THE EASEMENT CREATED IS PRIVATE AND FOR THE BENEFIT OF THE UNIT LOTS CREATED WITH THIS SUBDIVISION. THE LAND ON WHICH THE PRIVATE EASEMENT IS LOCATED IS OWNED AND MANAGED BY THE RAVENWOOD SUBDIVISION HOA.

LEGEND

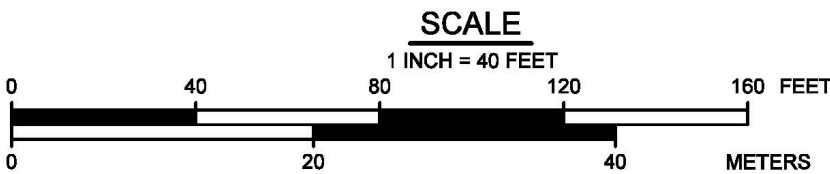
- 3" PRIMARY MONUMENT RESET THIS SURVEY
- ALUMINUM CAP PRIMARY MONUMENT RECOVERED
- SECONDARY MONUMENT RECOVERED
- 2.5" BLM BRASS CAP MONUMENT RECOVERED
- 2" ALUMINUM CAP MONUMENT SET THIS SURVEY, SEE TYPICAL DETAIL
- SUBDIVISION BOUNDARY LINE, THIS SURVEY
- UNIT LOT PROPERTY LINE, THIS SURVEY
- PROPERTY LINE, OUTSIDE OF THIS SURVEY
- EASEMENT BOUNDARY
- RIGHT-OF-WAY CENTERLINE
- SURVEY TIE
- LOT 43 THIS SURVEY, ARS PARENT LOT, SEE NOTE 10
- R1() PLAT No. 2019-3 JRD
- R2() PLAT No. 2015-41 JRD
- R3() PLAT No. 2024-5 JRD
- R4() OFFICIAL PLAT US SURVEY No. 3263
- JRD JUNEAU RECORDING DISTRICT



SURVEYOR'S CERTIFICATE

I, ALEC VENECHUK, IN MY CAPACITY AS A PROFESSIONAL LAND SURVEYOR REGISTERED IN THE STATE OF ALASKA, CERTIFY THAT THIS PLAT REPRESENTS THE SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, THAT THE ACCURACY OF THE SURVEY IS WITHIN THE LIMITS REQUIRED BY TITLE 49 OF THE CODE OF THE CITY AND BOROUGH OF JUNEAU, THAT ALL DIMENSIONS AND RELATIVE BEARINGS ARE CORRECT, AND THAT MONUMENTS ARE SET IN PLACE AND NOTED UPON THIS PLAT AS PRESENTED.

DATE: _____



LAST FRONTIER
SURVEYING & ENGINEERING LLC

SURVEYOR: ALEC VENECHUK, PLS
PO BOX 32346
JUNEAU AK 99803

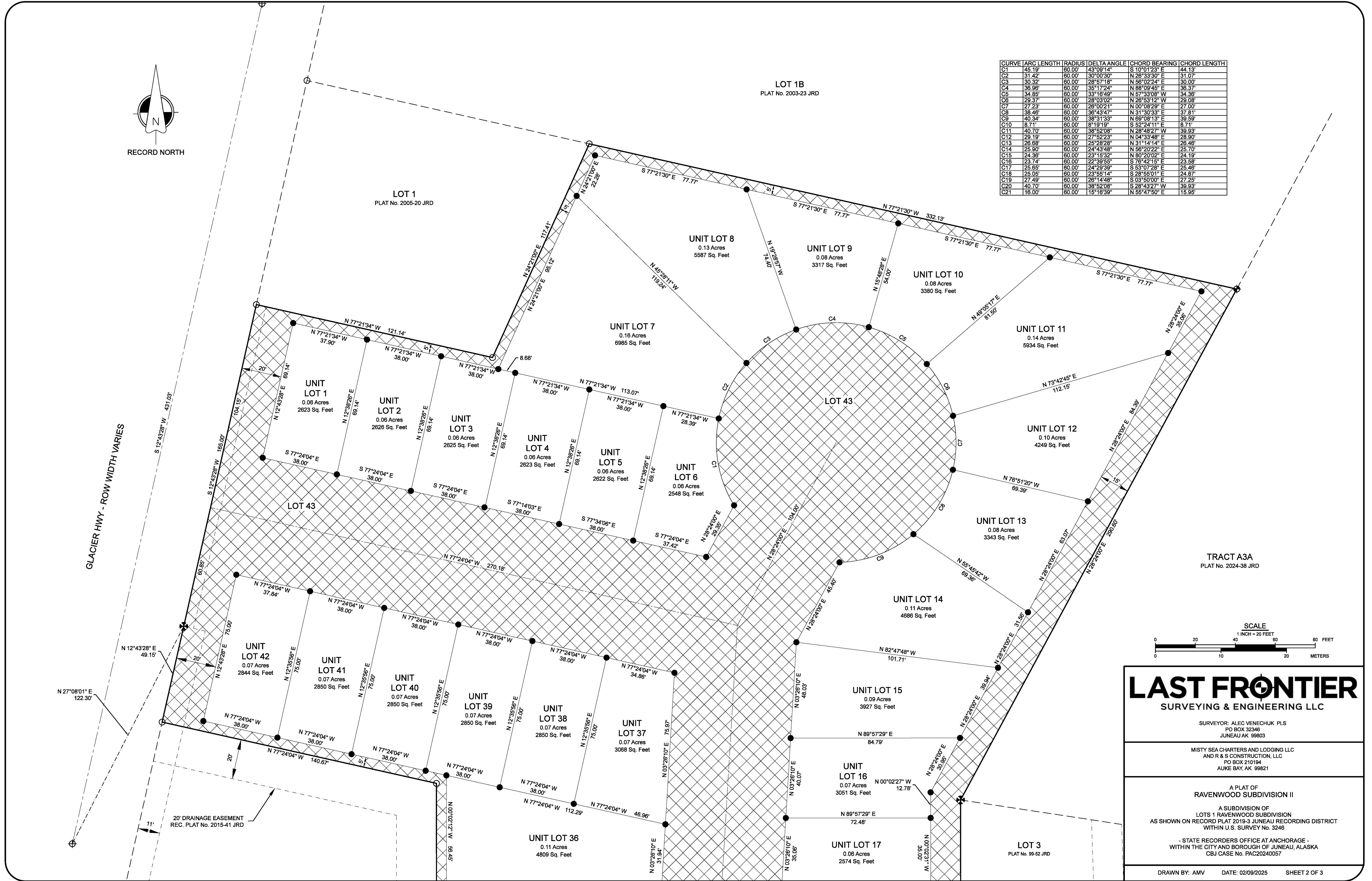
MISTY SEA CHARTERS AND LODGING LLC
AND R & S CONSTRUCTION, LLC
PO BOX 210194
AUKU BAY, AK 99821

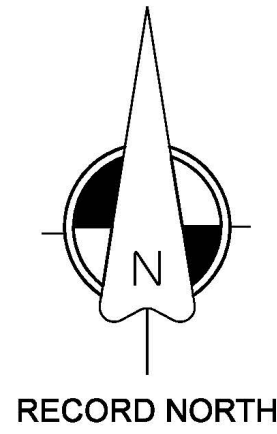
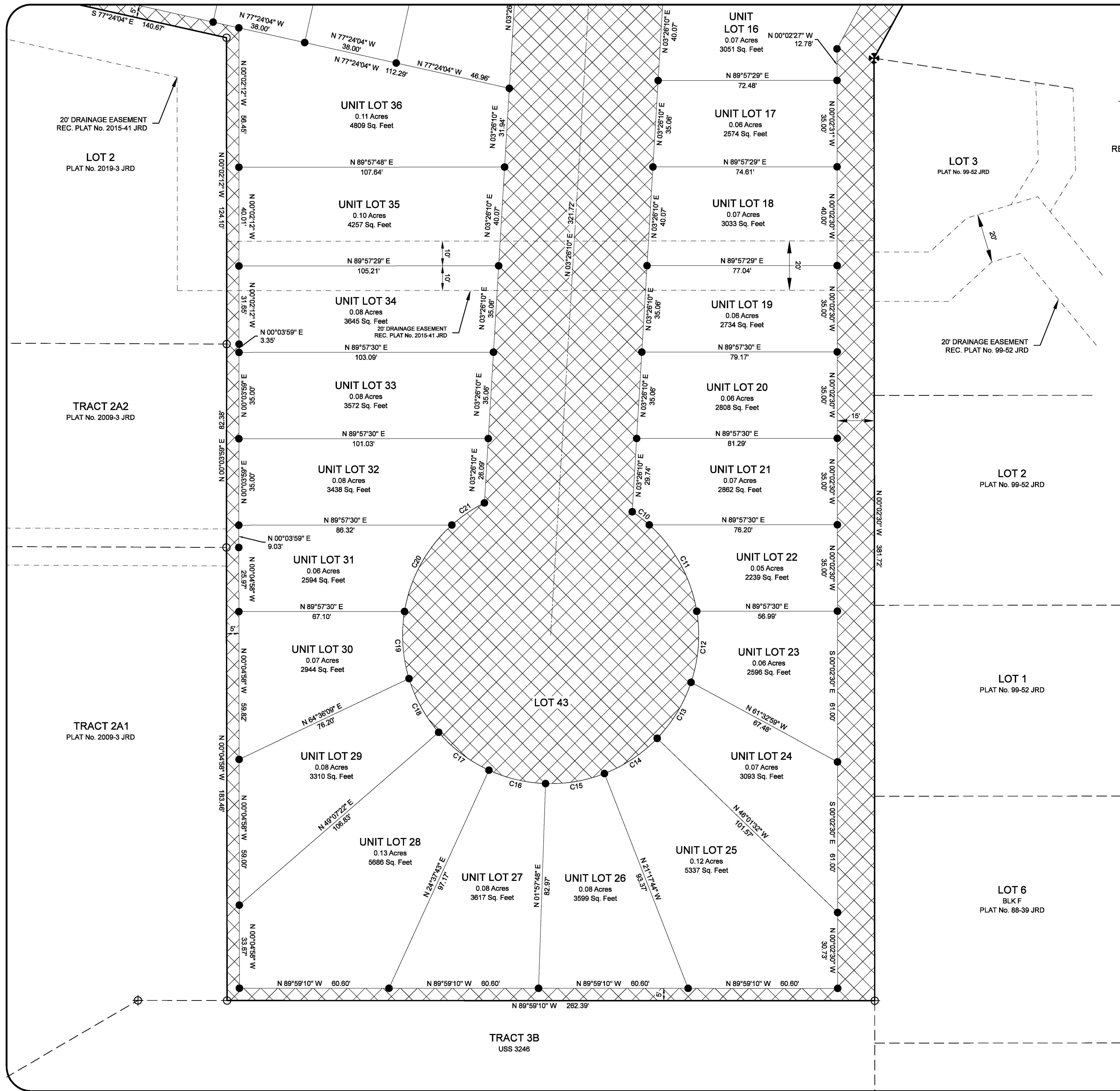
A PLAT OF
RAVENWOOD SUBDIVISION II

A SUBDIVISION OF
LOTS 1 RAVENWOOD SUBDIVISION
AS SHOWN ON RECORD PLAT 2019-3 JUNEAU RECORDING DISTRICT
WITHIN U.S. SURVEY No. 3246

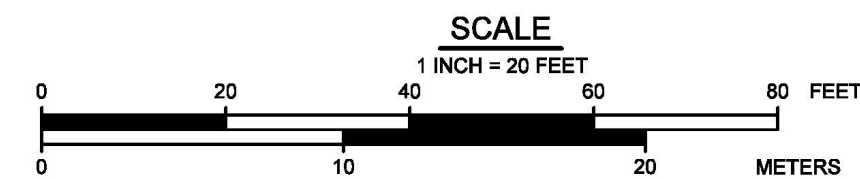
- STATE RECORDERS OFFICE AT ANCHORAGE -
WITHIN THE CITY AND BOROUGH OF JUNEAU, ALASKA
CBJ CASE No. PAC20240057

DRAWN BY: AMV DATE: 02/09/2025 SHEET 1 OF 3





MONUMENT DETAILS		
DESCRIPTION	DESCRIPTION	DESCRIPTION
DESCRIPTION	DESCRIPTION	DESCRIPTION
DESCRIPTION	DESCRIPTION	DESCRIPTION
DESCRIPTION	DESCRIPTION	DESCRIPTION



LAST FRONTIER

SURVEYING & ENGINEERING LLC

SURVEYOR: ALEC VENECHUK, PLS
PO BOX 32346
JUNEAU AK 99803

MISTY SEA CHARTERS AND LODGING LLC
AND R & S CONSTRUCTION, LLC
PO BOX 210194
AUKIE BAY, AK 99821

A PLAT OF
RAVENWOOD SUBDIVISION II
A SUBDIVISION OF
LOTS 1 RAVENWOOD SUBDIVISION
AS SHOWN ON RECORD PLAT 2019-3 JUNEAU RECORDING DISTRICT
WITHIN U.S. SURVEY No. 3246
- STATE RECORDERS OFFICE AT ANCHORAGE -
WITHIN THE CITY AND BOROUGH OF JUNEAU, ALASKA
CBJ CASE No. PAC20240057

DRAWN BY: AMV DATE: 02/09/2025 SHEET 3 OF 3

LEGEND

	SURVEYED
	UNSURVEYED
	CENTERLINE
	EASEMENT
	EXISTING WATER LINE
	EXISTING SEWER LINE
	EXISTING ELECTRIC
	EXISTING DRIVEWAY
	EXISTING STORM DRAIN
	EXISTING CREEK
	EXISTING SEWER LINE
	EXISTING WATER LINE
	PROPOSED VALLEY GUTTER
	PROPOSED CURB & GUTTER WITH CURB INLET
	PROPOSED BACK SIDEWALK
	PROPOSED CUT SLOPE
	PROPOSED FILL SLOPE
	PROPOSED 8" PVC SEWER LINE
	PROPOSED 4" SEWER LATERAL
	EXISTING SEWER MANHOLE
	PROPOSED SEWER MANHOLE

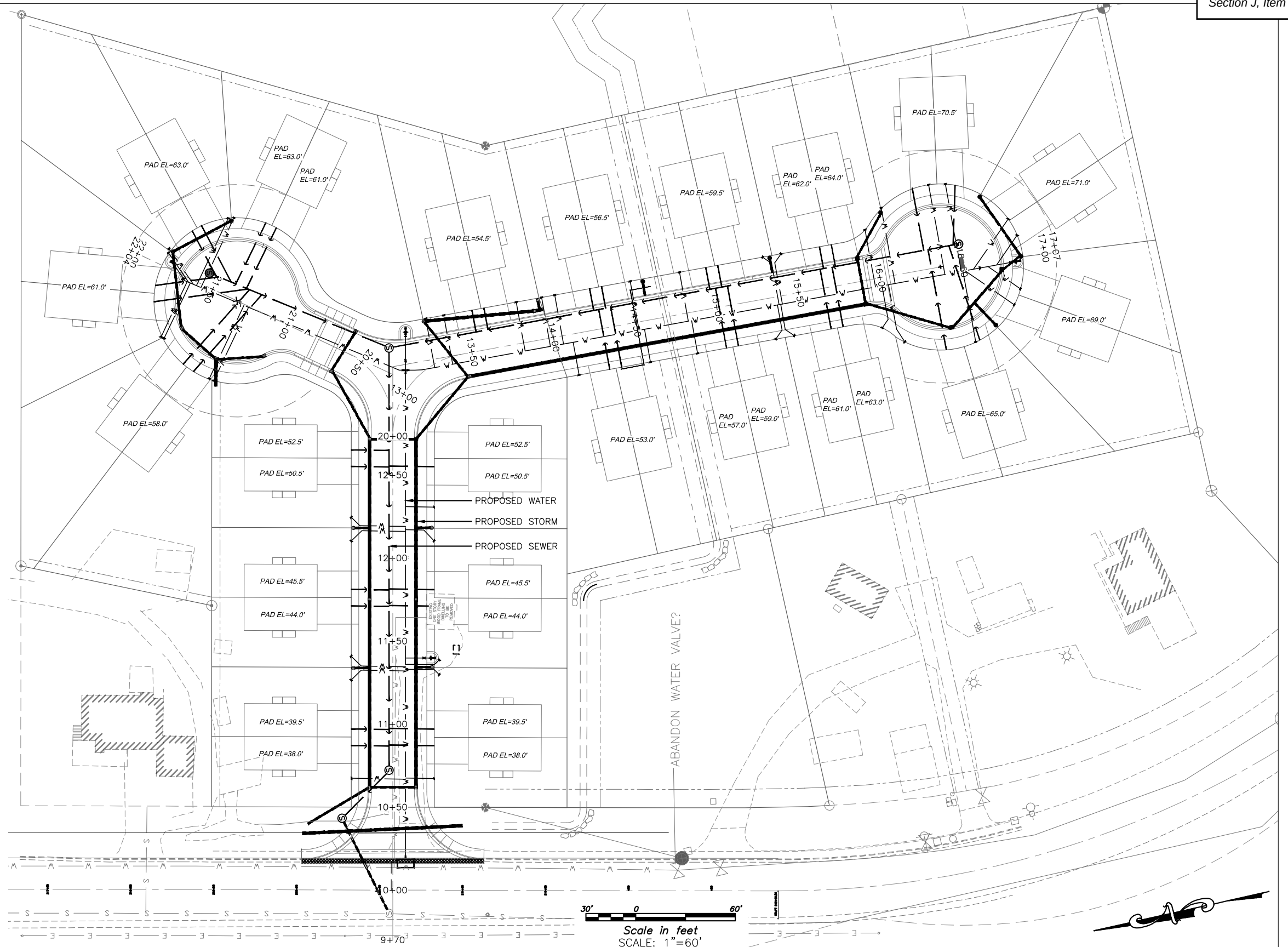
STORM QUANTITIES	
SIZE/TYPE	QUANTITY
18" CORRUGATED POLY.	484 LF
12" CORRUGATED POLY.	978 LF
TYPE III CATCH BASIN	5 EA
TYPE IV CATCH BASIN	11 EA
TYPE CBJ 310 AREA DRAIN	13 EA
STD. 305 STORM DRAIN MH	2 EA

WATER QUANTITIES	
SIZE/TYPE	QUANTITY
8" HDPE	835 LF
1" TYPE "K" SERVICE LINE	1470 LF
FIRE HYDRANT	4 EA
WATER METER	42 EA
MAINLINE VALVE	7 EA

SEWER QUANTITIES	
SIZE/TYPE	QUANTITY
8" SDR 35 PVC	855 LF
4" SDR 35 PVC SIDE SEWER	2320 LF
TYPE I MANHOLE	5 EA
DOT K-16 MANHOLE	1 EA

ROADWAY QUANTITIES	
SIZE/TYPE	QUANTITY
CURB & GUTTER	1705 LF
5' SIDEWALK	1375 LF
ASPHALT PAVING	500 TONS*
2" MINUS BASE	750 CY
SHOT ROCK	2100 CY

*USING 2.0 CONVERSION FACTOR (CY TO TON)



					SCALE _____ GRAPHIC _____
					DESIGNED _____
					DRAWN _____
					CHECKED _____
REV	DATE	BY	DESCRIPTION		DATE _____

DATE _____

MOORE ENGINEERING
P.O. BOX 397 CRAIG, ALASKA 99921
(907) 530-7008
TRACY MOORE, P.E.
REGISTERED PROFESSIONAL CIVIL ENGINEER

RAVENWOOD SUBDIVISION

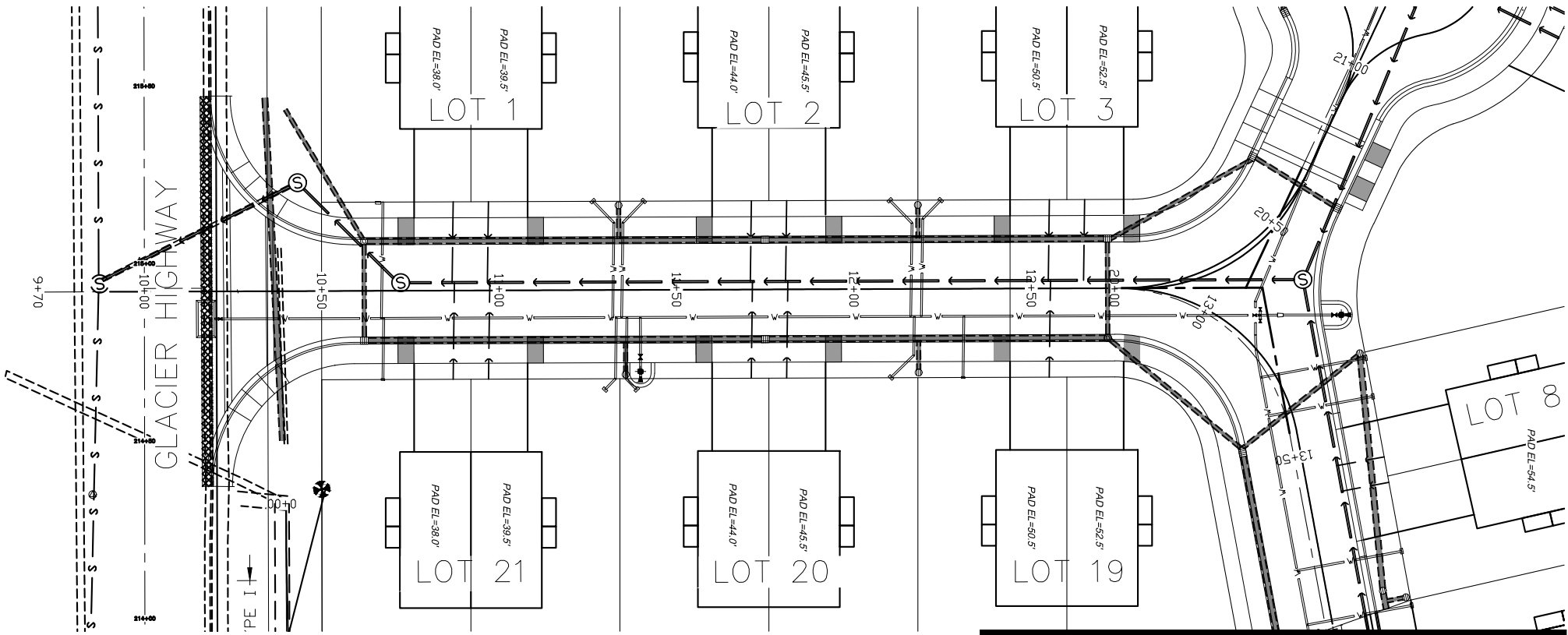
OVERALL UTILITY PLAN
RAVENS WAY

SHEET

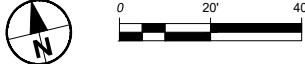
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OF

LEGEND

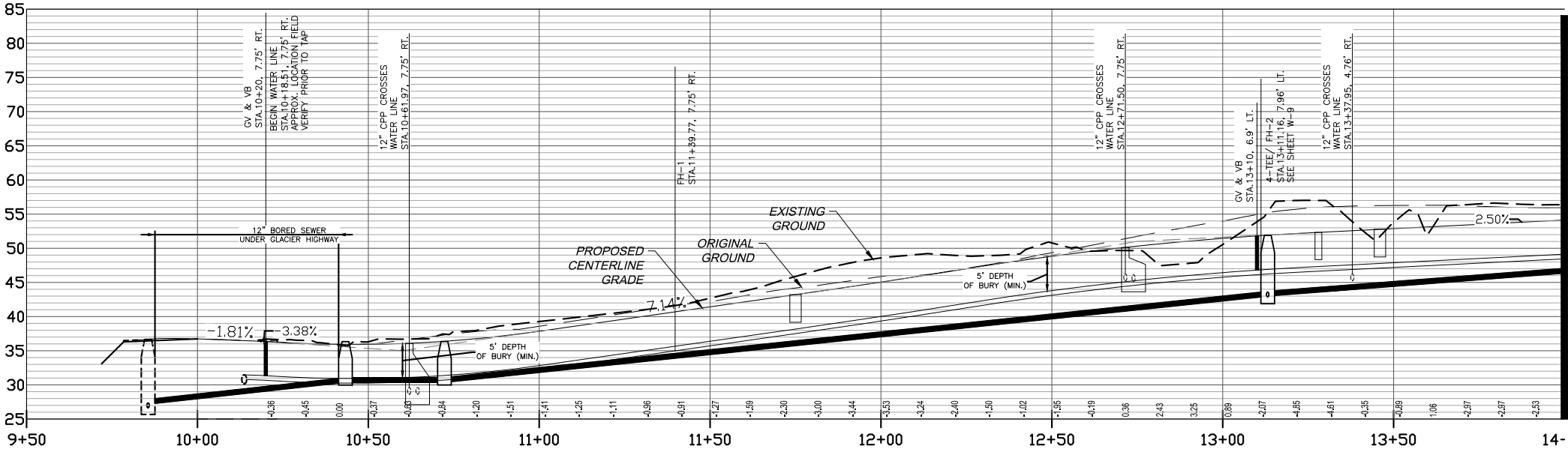
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- UNSURVEYED
- CENTERLINE
- EASEMENT
- EXISTING WATER LINE
- EXISTING SEWER LINE
- EXISTING ELECTRIC
- EXISTING DRIVEWAY
- EXISTING STORM DRAIN
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- EXISTING WATER LINE
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- PROPOSED BACK SIDEWALK
- PROPOSED CUT SLOPE
- PROPOSED FILL SLOPE
- PROPOSED STORMDRAIN
- PROPOSED UNDERDRAIN
- PROPOSED CATCH BASIN
- PROPOSED AREA DRAIN
- PROPOSED UNDERDRAIN
- PROPOSED 8" PVC SEWER LINE
- PROPOSED 4" SEWER LATERAL
- EXISTING SEWER MANHOLE
- PROPOSED SEWER MANHOLE
- PROPOSED 8" DI WATER LINE
- PROPOSED 1" WATER LINE SERVICE
- PROPOSED WATER VALVE
- PROPOSED FIRE HYDRANT
- PROPOSED THRUST BLOCK
- EXISTING SEWER MANHOLE



UTILITY PLAN
SCALE: 1" = 20' ON FULL SIZE



MATCHLINE STA. 14+00
SEE SHEET P&P 2



PROFILE
SCALE: 1" = 20' ON FULL SIZE

MATCHLINE STA. 14+00
SEE SHEET P&P 2

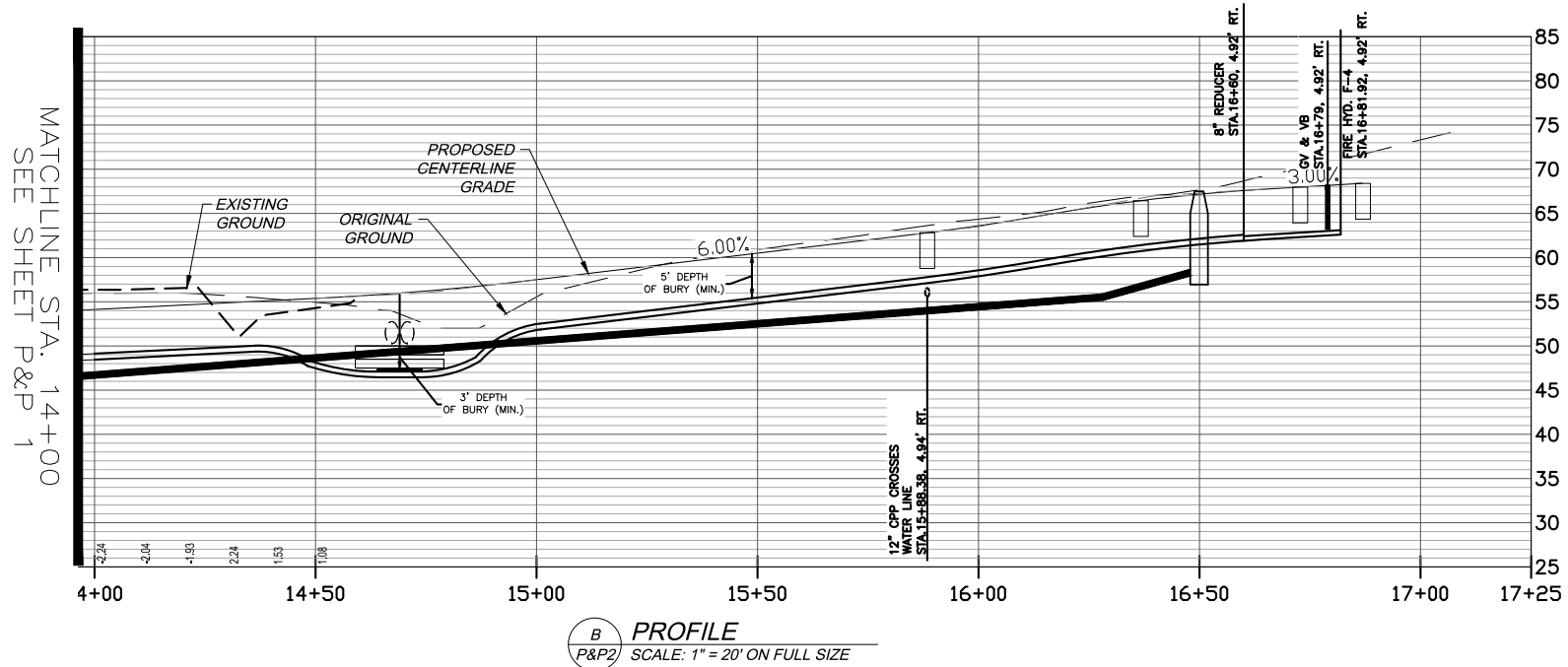
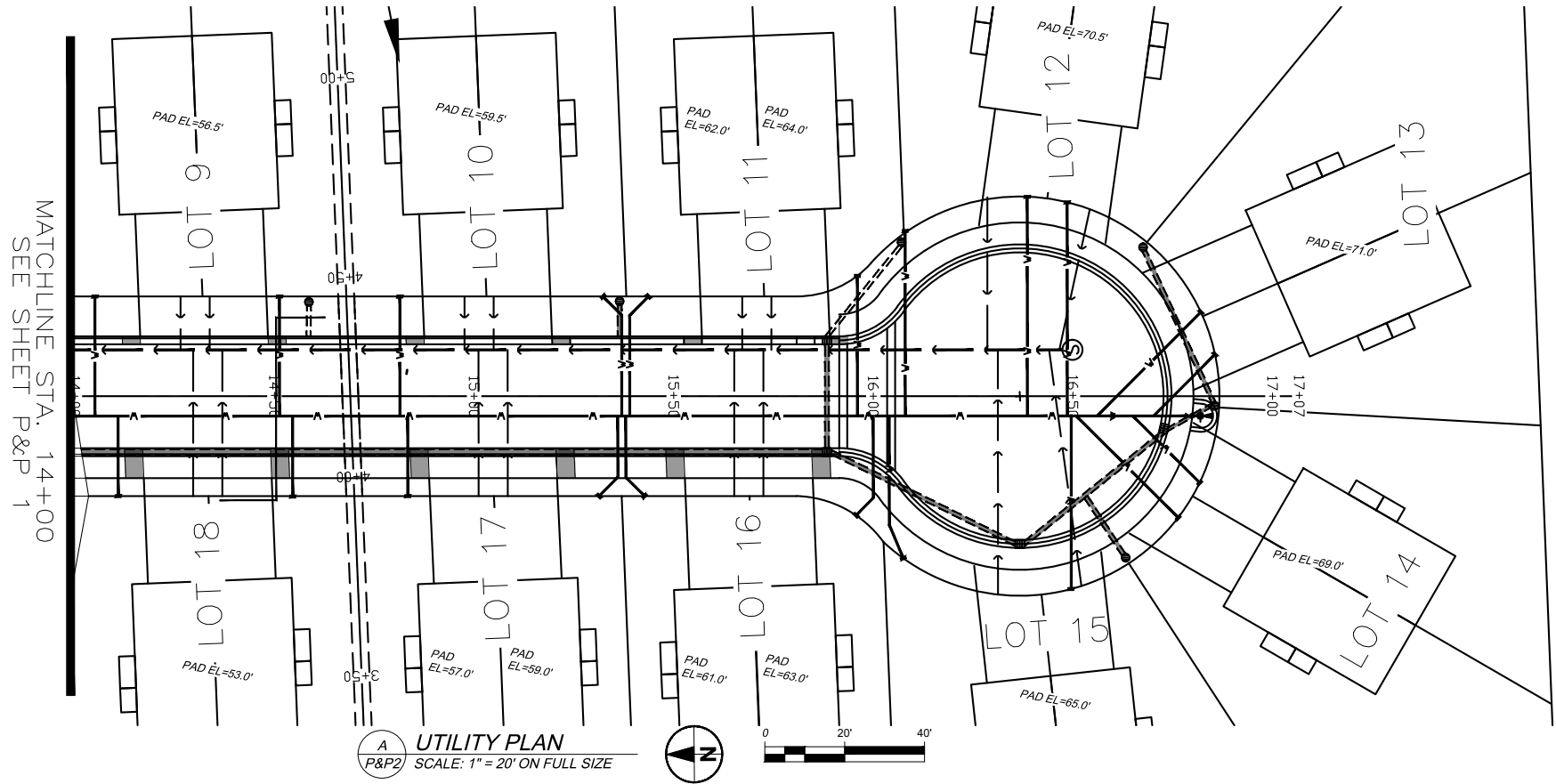
FILE: Ravenswood_P&P_VEL.dwg					
PROJECT: 24-RAVEN					
CHECKED BY: ----					
DETAILED BY: ----					
DESIGNED BY: ----	DATE	NO.	REVISION	BY	

Vector
ENGINEERING INC.
2724 Black Lake Boulevard SW Suite 202
Tumwater, WA 98512
ph: (360) 352-2477 fax: (360) 352-0179 E-mail: admin@vectorengineeringinc.com

RAVENSWOOD P&P JUNEAU, AK	P&P 1 UTILITY PLAN & PROFILE
---	SHT 1 OF 6

LEGEND

- SURVEYED
- UNSURVEYED
- CENTERLINE
- EASEMENT
- EXISTING WATER LINE
- EXISTING SEWER LINE
- EXISTING ELECTRIC
- EXISTING DRIVEWAY
- EXISTING STORM DRAIN
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- PROPOSED WATER VALVE
- PROPOSED FIRE HYDRANT
- PROPOSED THRUST BLOCK
- EXISTING SEWER MANHOLE



FILE: Ravenswood_P&P_VEL.dwg				
PROJECT: 24-RAVEN				
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DESIGNED BY: ---	DATE	NO.	REVISION	BY

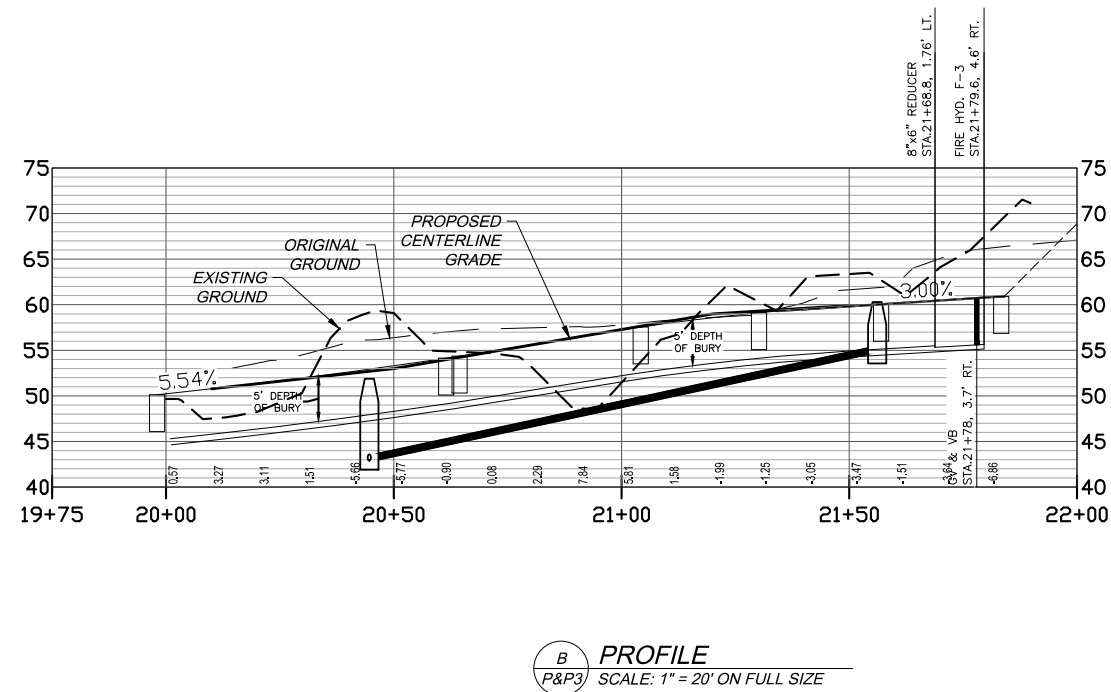
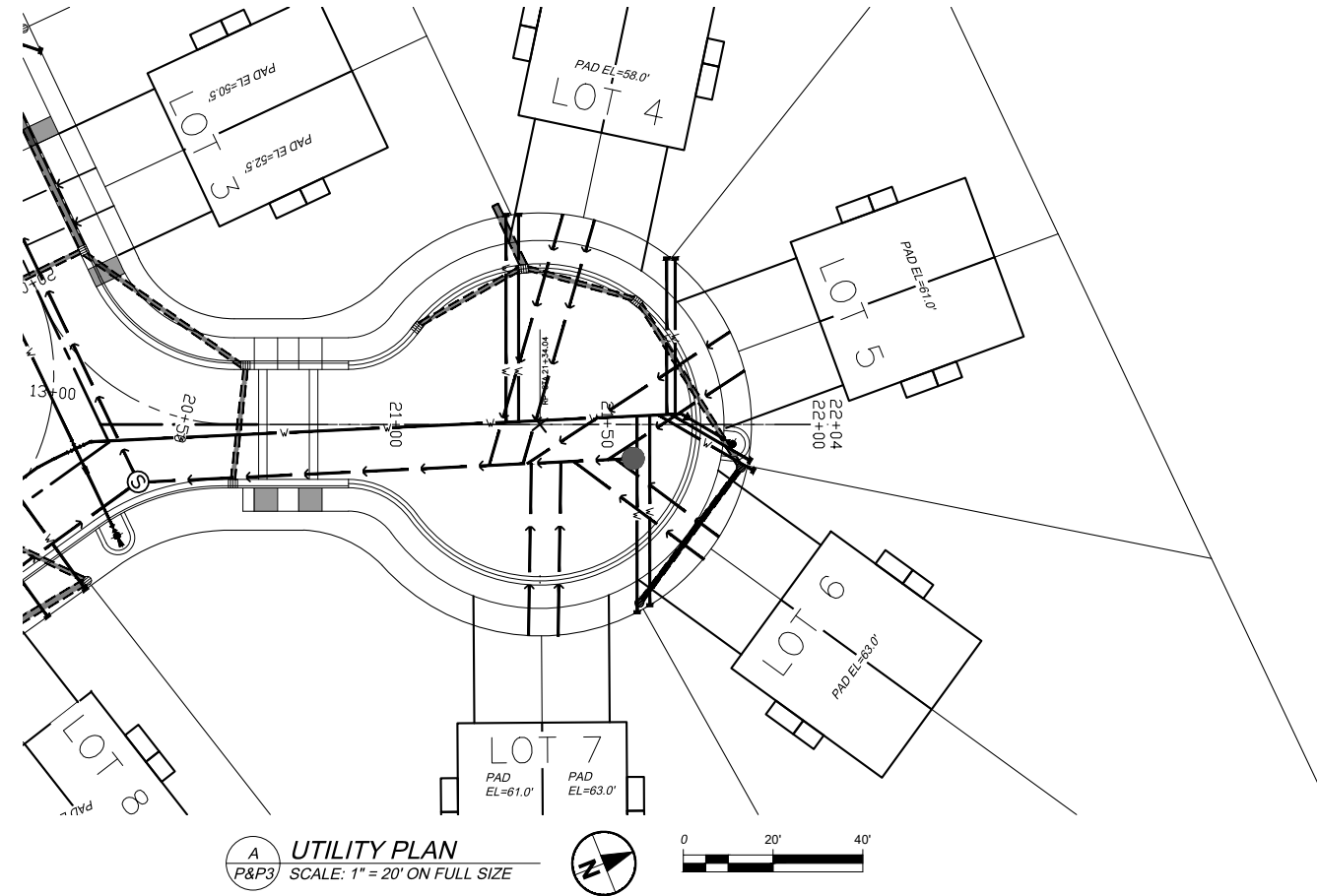
Vector
ENGINEERING INC.
2724 Black Lake Boulevard SW Suite 202
Tumwater, WA 98512
ph: (360) 352-2477 fax: (360) 352-0179 E-mail: admin@vectorengineeringinc.com

RAVENSWOOD P&P JUNEAU, AK	

P&P 2
UTILITY PLAN & PROFILE
SHT 2 OF 6

LEGEND

- | | |
|--|---|
| | SURVEYED |
| | UNSURVEYED |
| | CENTERLINE |
| | EASEMENT |
| | EXISTING WATER LINE |
| | EXISTING SEWER LINE |
| | EXISTING ELECTRIC |
| | EXISTING DRIVEWAY |
| | EXISTING STORM DRAIN |
| | EXISTING CREEK |
| | EXISTING SEWER LINE |
| | EXISTING WATER LINE |
| | PROPOSED VALLEY GUTTER |
| | PROPOSED CURB & GUTTER
WITH CURB INLET |
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| | PROPOSED WATER VALVE |
| | PROPOSED FIRE HYDRANT |
| | PROPOSED THRUST BLOCK |
| | EXISTING SEWER MANHOLE |



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DESIGNED BY: ----	DATE	NO.	REVISION	BY



RAVENSWOOD P&P
JUNEAU, AK

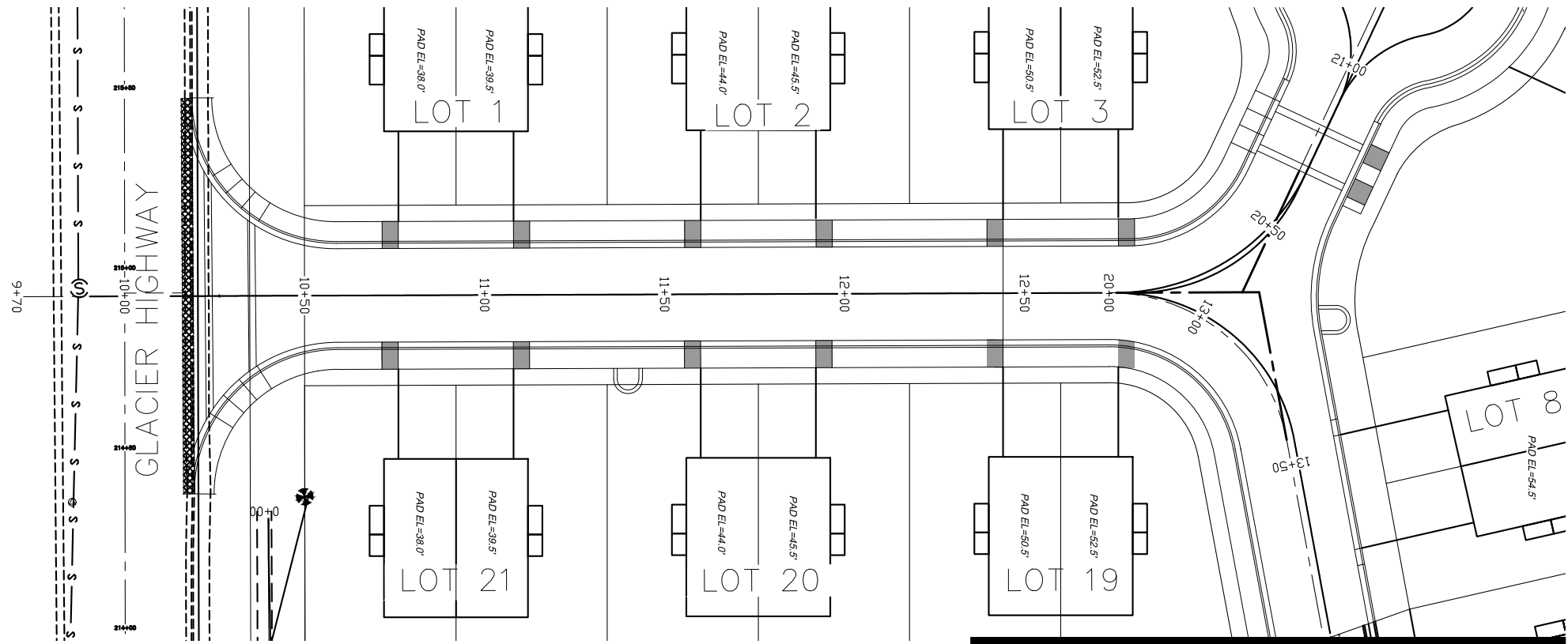
P&P 3

UTILITY PLAN &
PROFILE

SHT 3 OF 6

LEGEND

- SURVEYED
- UNSURVEYED
- CENTERLINE
- EASEMENT
- EXISTING WATER LINE
- EXISTING SEWER LINE
- EXISTING ELECTRIC
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- PROPOSED FILL SLOPE



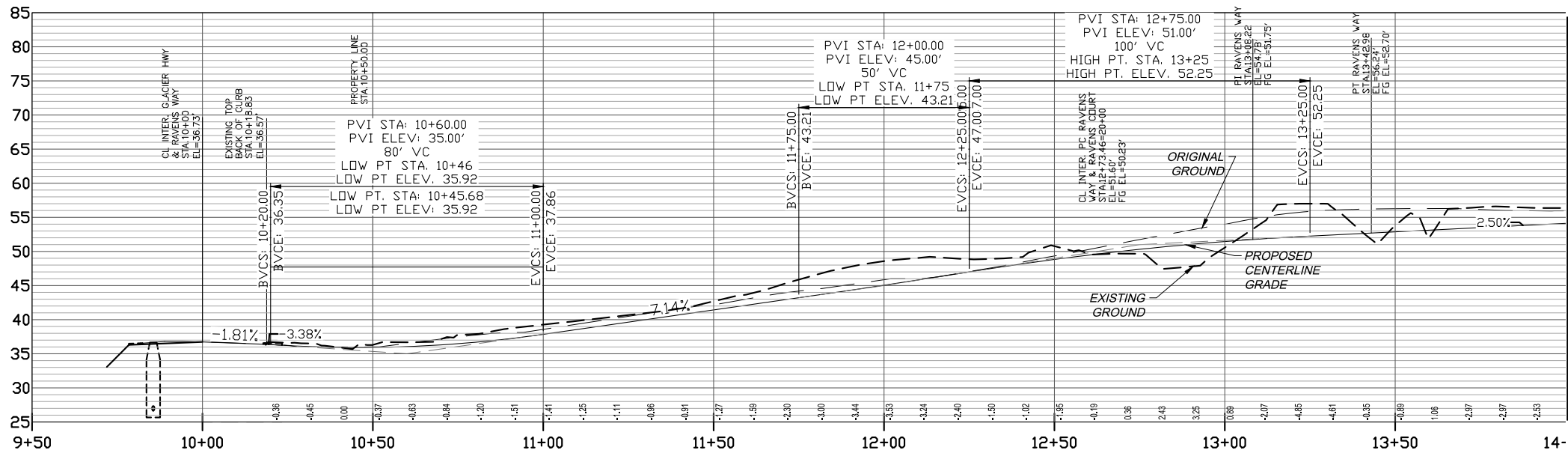
A
P&P4

PLAN

SCALE: 1" = 20' ON FULL SIZE



MATCHLINE STA. 14+00
SEE SHEET P&P 5



B
P&P4

PROFILE

SCALE: 1" = 20' ON FULL SIZE

MATCHLINE STA. 14+00
SEE SHEET P&P 5

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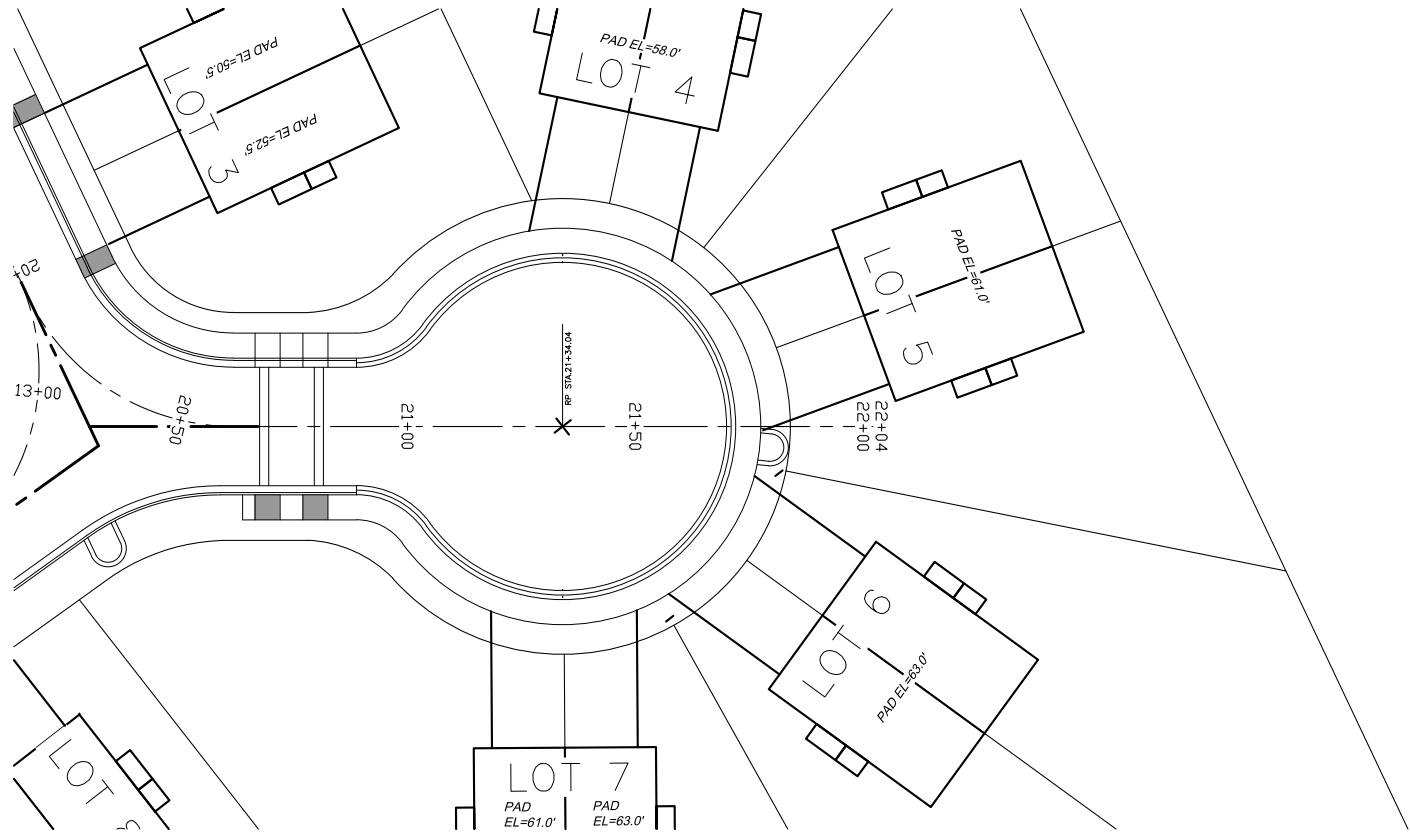
10.14.24

Vector
ENGINEERING INC.
2724 Black Lake Boulevard SW Suite 202
Tumwater, WA 98512
ph: (360) 352-2477 fax: (360) 352-0179 E-mail: admin@vectorengineeringinc.com

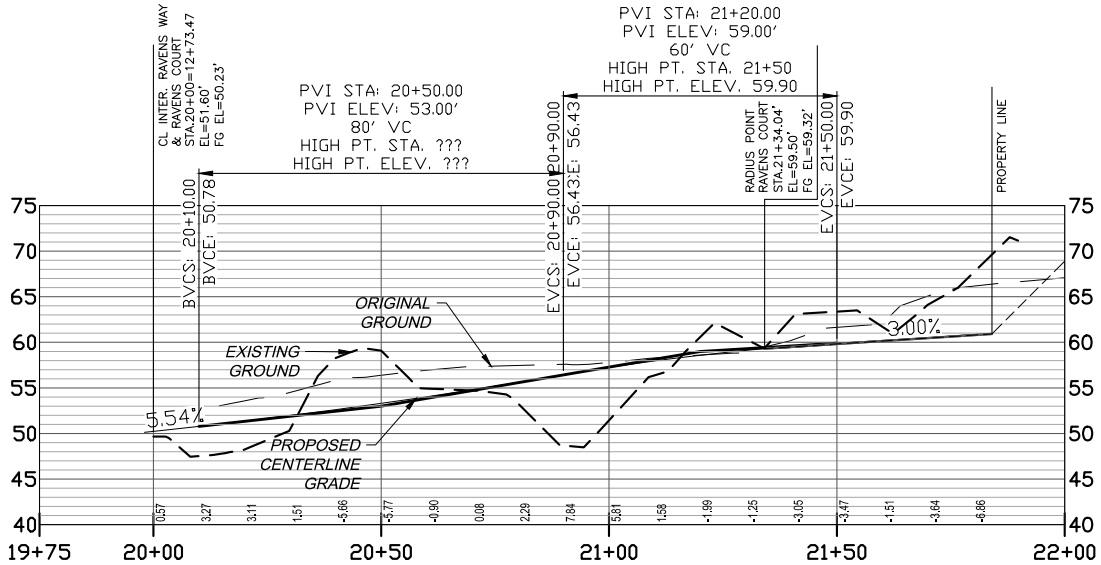
RAVENSWOOD P&P JUNEAU, AK	P&P 4
PLAN & PROFILE	
SHT 4 OF 6	

LEGEND

- SURVEYED
- UNSURVEYED
- CENTERLINE
- EASEMENT
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- EXISTING SEWER LINE
- EXISTING ELECTRIC
- EXISTING DRIVEWAY
- EXISTING STORM DRAIN
- EXISTING CREEK
- EXISTING SEWER LINE
- EXISTING WATER LINE
- PROPOSED VALLEY GUTTER
- PROPOSED CURB & GUTTER WITH CURB INLET
- PROPOSED BACK SIDEWALK
- PROPOSED CUT SLOPE
- PROPOSED FILL SLOPE



A PLAN
P&P6 SCALE: 1" = 20' ON FULL SIZE



B PROFILE
P&P6 SCALE: 1" = 20' ON FULL SIZE

FILE: Ravenswood_P&P_VEL.dwg
PROJECT: 24-RAVEN
CHECKED BY: ----
DETAILED BY: ----
DESIGNED BY: ----

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1				
DATE	NO.	REVISION	BY	

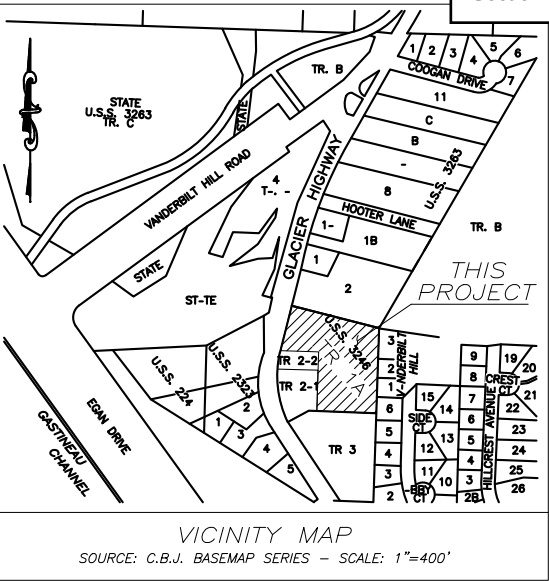
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RAVENSWOOD P&P
JUNEAU, AK

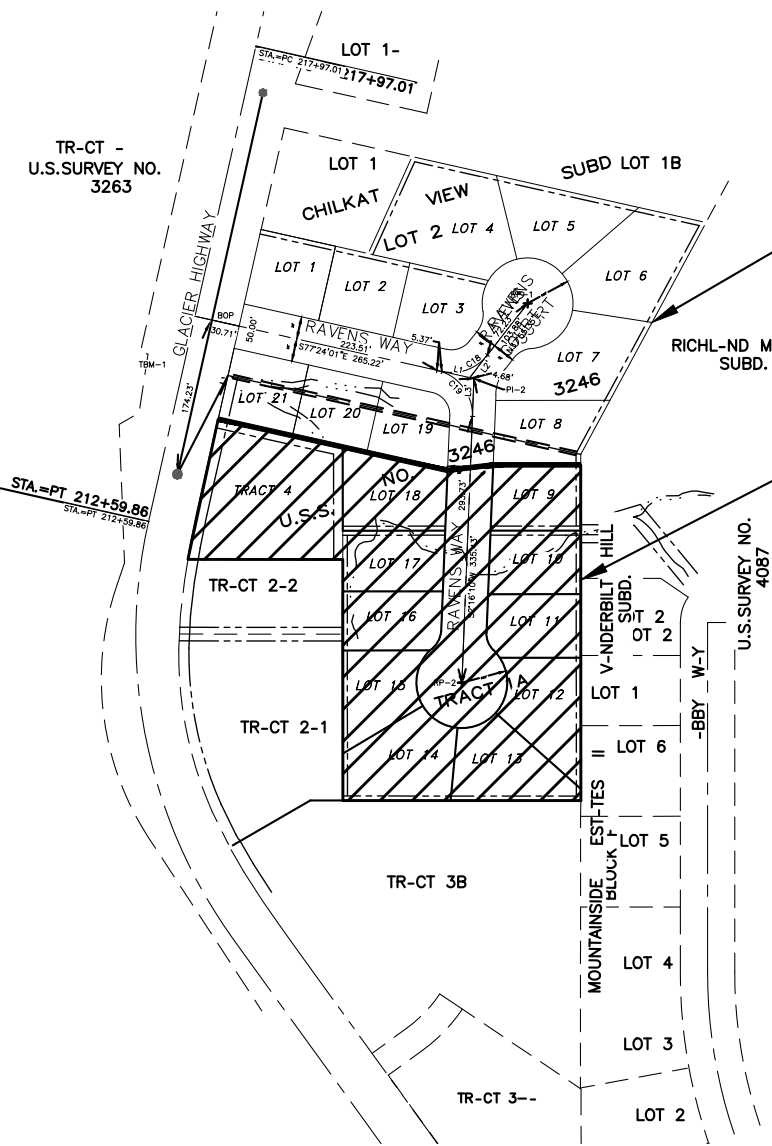
P&P 6
PLAN & PROFILE
SHT 6 OF 6

RAVENSWOOD SUBDIVISION
PHASE I
JUNEAU, ALASKA 99801
JUNE, 2016



PROJECT DATA:

LOCATION:	APPROX. 4.5 MILE OLD GLACIER HIGHWAY CITY & BOROUGH OF JUNEAU
ZONING:	R-15
SITE AREA:	5.59 ACRES - PHASE I & PHASE II
NO. OF LOTS:	42 TOWNHOMES (ZERO LOT LINES) 21 DETACHED
AVG. LOT SIZE:	8,406 S.F.
MIN. LOT SIZE:	6,720 S.F.
MEAN NET DENSITY:	UNITS/ACRE
PARKING:	2 PER UNIT
DRAINAGE:	CONTROLLED STORM DRAIN
SEWER:	PUBLIC-CITY & BOROUGH OF JUNEAU
WATER:	PUBLIC-CITY & BOROUGH OF JUNEAU
ELECTRIC:	AEL&P
ACCESS PERMIT:	STATE OF ALASKA ADOT/PF # _____



PHASE I
(2016-2017)
(13 LOTS)

PHASE II
(2024-2025) TENTATIVE
(8 LOTS)

- NOTES
CONSTRUCTION INSPECTION
1. CITY & BOROUGH JUNEAU AND/OR CONTRACT
 2. ALL WORK SHALL BE CONSTRUCTED IN ACCORDANCE WITH CURRENT CBJ STANDARD DETAILS AND CBJ STANDARD SPECIFICATIONS FOR ENGINEERING AND SUBDIVISION IMPROVEMENTS

FOR:
CITY & BOROUGH OF JUNEAU

DEVELOPER:
LOWPETE CONSTRUCTION, INC.
PO Box 34939
JUNEAU, ALASKA 99803
(907) 789-5025
ATTN: RICH PETERSON

BID PLAN SET DATED: MAY, 2016

SHEET

G1

SHEET NO.
1 OF 64

X:\2024 - JOBS\RAVENWOOD - JUNEAU AK\ENGINEERING\DRAWING FILE\PRELIMINARY DRAWINGS 9/30/2024 2:09:55 PM

SHEET INDEX		
SHEET NO.	SHEET NO.	DESCRIPTION
G1	G1 OF X	COVER SHEET
G2	G2 OF X	LEGEND, ABBREVIATION, AND GENERAL NOTES
G1	G1 OF X	ROADWAY TYPICAL SECTIONS
T1	T1 OF X	TRAFFIC CONTROL PLAN
B1	B1 OF X	SURVEY CONTROL SHEET
EC1	EC1 OF X	STORM WATER SEDIMENT CONTROL PLAN
EC2	EC2 OF X	STORM WATER SEDIMENT CONTROL PLAN DETAILS
SR1	SL1 OF X	STREAM LOCATION PLAN
SR2	D2 OF X	STREAM LOCATION PROFILE
P1	P1 OF X	ROADWAY PLAN STA. 10+00 TO 12+00
P2	P2 OF X	ROADWAY PLAN STA. 12+00 TO 14+00, STA. 20+00 TO 20+85
P2A	P2A OF X	INTERSECTION GRADE CONTROL
P3	P3 OF X	ROADWAY PLAN STA. 20+00 TO 21+82.87
P4	P4 OF X	ROADWAY PROFILE STA. 10+00 TO 12+00
P5	P5 OF X	ROADWAY PROFILE STA. 12+00 TO 14+00
P6	P6 OF X	ROADWAY PROFILE STA. 20+00 TO 20+85
P7	P7 OF X	ROADWAY PROFILE STA. 20+85 TO 21+82.87
P8	P8 OF X	ROADWAY PLAN STA. 14+00 TO 17+00
P9	P9 OF X	ROADWAY PROFILE STA. 14+00 TO 17+00
U1	U1 OF X	ROADWAY AND UTILITIES PLAN STA. 10+00 TO 12+00
U2	U2 OF X	ROADWAY AND UTILITIES PLAN STA. 12+00 TO 14+00, STA. 20+00 TO 20+85
U3	U3 OF X	ROADWAY AND UTILITIES PLAN STA. 14+00 TO 17+00
U4	U4 OF X	ROADWAY AND UTILITIES PROFILE STA. 10+00 TO 12+00
U5	U5 OF X	ROADWAY AND UTILITIES PROFILE STA. 12+00 TO 14+00
U6	U6 OF X	ROADWAY AND UTILITIES PROFILE STA. 20+00 TO 20+85
U7	U7 OF X	ROADWAY AND UTILITIES PROFILE STA. 20+85 TO 21+82.87
U8	U8 OF X	ROADWAY AND UTILITIES PLAN STA. 14+00 TO 17+00
U9	U9 OF X	ROADWAY AND UTILITIES PROFILE STA. 14+00 TO 17+00
SD1	SD1 OF X	STORM DRAIN PLAN STA. 10+00 TO 12+00
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SD3	SD3 OF X	STORM DRAIN PLAN STA. 120+85 TO 21+82.87
SD4	SD4 OF X	STORM DRAIN PROFILE STA. 10+00 TO 12+00
SD5	SD5 OF X	STORM DRAIN PROFILE STA. 12+00 TO 14+00
SD6	SD6 OF X	STORM DRAIN PROFILE STA. 20+00 TO 20+85
SD7	SD7 OF X	STORM DRAIN PROFILE STA. 20+85 TO 21+82.87
SD8	SD8 OF X	STORM DRAIN PLAN STA. 14+00 TO 17+00
SD9	SD9 OF X	STORM DRAIN PROFILE STA. 14+00 TO 17+00
W1	W1 OF X	WATERLINE PLAN STA. 10+00 TO 12+00
W2	W2 OF X	WATERLINE PLAN STA. 12+00 TO 14+00, STA. 20+00 TO 20+85
W3	W3 OF X	WATERLINE PLAN STA. 20+85 TO 21+82.87
W4	W4 OF X	WATERLINE PROFILE STA. 10+00 TO 12+00
W5	W5 OF X	WATERLINE PROFILE STA. 12+00 TO 14+00
W6	W6 OF X	WATERLINE PROFILE STA. 20+00 TO 20+82.87
W7	W7 OF X	WATERLINE PROFILE STA. 20+85 TO 21+82.87
W8	W8 OF X	WATERLINE PLAN STA. 14+00 TO 17+00
W9	W9 OF X	WATERLINE PROFILE STA. 14+00 TO 17+00
W10	W10 OF X	WATERLINE DETAILS
WS1	WS1 OF X	WATER & SEWER SERVICES
SS1	SS1 OF X	SANITARY SEWER PLAN STA. 10+00 TO 12+00
SS2	SS2 OF X	SANITARY SEWER PLAN STA. 12+00 TO 14+00, STA. 20+00 TO 20+85
SS3	SS3 OF X	SANITARY SEWER PLAN STA. 20+85 TO 21+82.87
SS4	SS4 OF X	SANITARY SEWER PROFILE STA. 10+00 TO 12+00
SS5	SS5 OF X	SANITARY SEWER PROFILE STA. 12+00 TO 14+00
SS6	SS6 OF X	SANITARY SEWER PROFILE STA. 20+00 TO 20+85
SS7	SS7 OF X	SANITARY SEWER PROFILE STA. 20+85 TO 21+82.87
SS8	SS8 OF X	SANITARY SEWER PLAN STA. 14+00 TO 17+00
SS9	SS9 OF X	SANITARY SEWER PROFILE STA. 14+00 TO 17+00
DT2	DT2 OF X	STREAM CHANNEL RELOCATION DETAILS
DT3	DT3 OF X	PROPERTY LINE SLOPES & TRENCH DETAIL
DT4	DT4 OF X	CBJ STANDARD DETAILS
DT5	DT5 OF X	CBJ STANDARD DETAILS
DT6	DT6 OF X	CBJ STANDARD DETAILS
W11	DT11 OF X	DETAILS
W12	DT12 OF X	DETAILS
L1	L1 OF X	ELECTRIAL PLANS
L2	L2 OF X	ELECTRIAL PLANS

ABBREVIATIONS

CB	CATCH BASIN
CMP	CORRUGATED METAL PIPE
CPP	CORRUGATED POLYETHYLENE PIPE
CO	CLEANOUT
CONC	CONCRETE
CTE	CONNECT TO EXISTING
DI	DUCTILE IRON
DIA	DIAMETER
EOP	END OF PROJECT
FG	FINISHED GRADE
FH	FIRE HYDRANT
GV	GRATE VALVE
INV	INVERT
LG	LIP OF GUTTER
LT	LEFT
MH	MANHOLE
MTE	MATCH TO EXISTING
NO	NUMBER
NTS	NOT TO SCALE
PC	POINT OF CURVATURE
PT	POINT OF TANGENT
PVI	POINT OF VERTICAL INTERSECTION
POC	POINT OF CURVE
PCC	POINT OF COMPOUND CURVE
PVC	POLYVINYL CHLORIDE PIPE
RT	RIGHT
STA	STATION
STD	STANDARD
TBC	TOP BACK OF CURB
TBVC	TOP BACK OF VALLEY GUTTER
TP	TOP OF PAVEMENT
UD	UNDERDRAIN
VG	VALLEY GUTTER

ABBREVIATIONS TO USED WITHOUT PERIODS

LEGEND:

DESCRIPTION

SURVEYED
UNSURVEYED
CENTERLINE
EASEMENT
CUT SLOPE
FILL SLOPE
WATER LINE
SEWER LINE
STORM DRAIN
FENCE
TELEPHONE
CABLE
CURB INLET
WATER VALVE
POWER POLE
FIRE HYDRANT
SANITARY MANHOLE
CLEANOUT
CATCH BASIN
AREA DRAIN
UNDER DRAIN
SIGN

EXISTING

REMOVE

PROPOSED

NOTES:

- ALL WORKMANSHIP AND MATERIALS SHALL BE IN ACCORDANCE WITH THE CITY AND BOROUGH OF JUNEAU STANDARDS AND THE MOST CURRENT COPY OF THE STATE OF ALASKA STANDARD SPECIFICATIONS FOR ROADWAY CONSTRUCTION (AKDOT/PF).
- ALL SAFETY STANDARDS AND REQUIREMENTS SHALL BE AS SET FORTH BY OSHA, AKDOT/PF AND ALASKA STATE DEPARTMENT OF LABOR.
- TEMPORARY EROSION/WATER POLLUTION MEASURES SHALL BE REQUIRED IN ACCORDANCE WITH CURRENT SPECIFICATIONS.
- THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR THE LOCATION AND PROTECTION OF ALL EXISTING UTILITIES. THE CONTRACTOR SHALL VERIFY ALL UTILITY LOCATIONS PRIOR TO CONSTRUCTION BY CALLING THE UNDERGROUND LOCATE LINE AT (907) 586-1333. A MINIMUM OF 48 HOURS PRIOR TO ANY EXCAVATION.

					SCALE <u>GRAPHIC</u>
					DESIGNED <u>####</u>
					DRAWN <u>####</u>
					CHECKED <u>####</u>
REV	DATE	BY	DESCRIPTION		DATE <u>September 30, 2024</u>

MOORE ENGINEERING

P.O. BOX 397 CRAIG, ALASKA 99921
(907) 530-7008

TRACY MOORE, P.E.

REGISTERED PROFESSIONAL CIVIL ENGINEER

RAVENWOOD SUBDIVISION

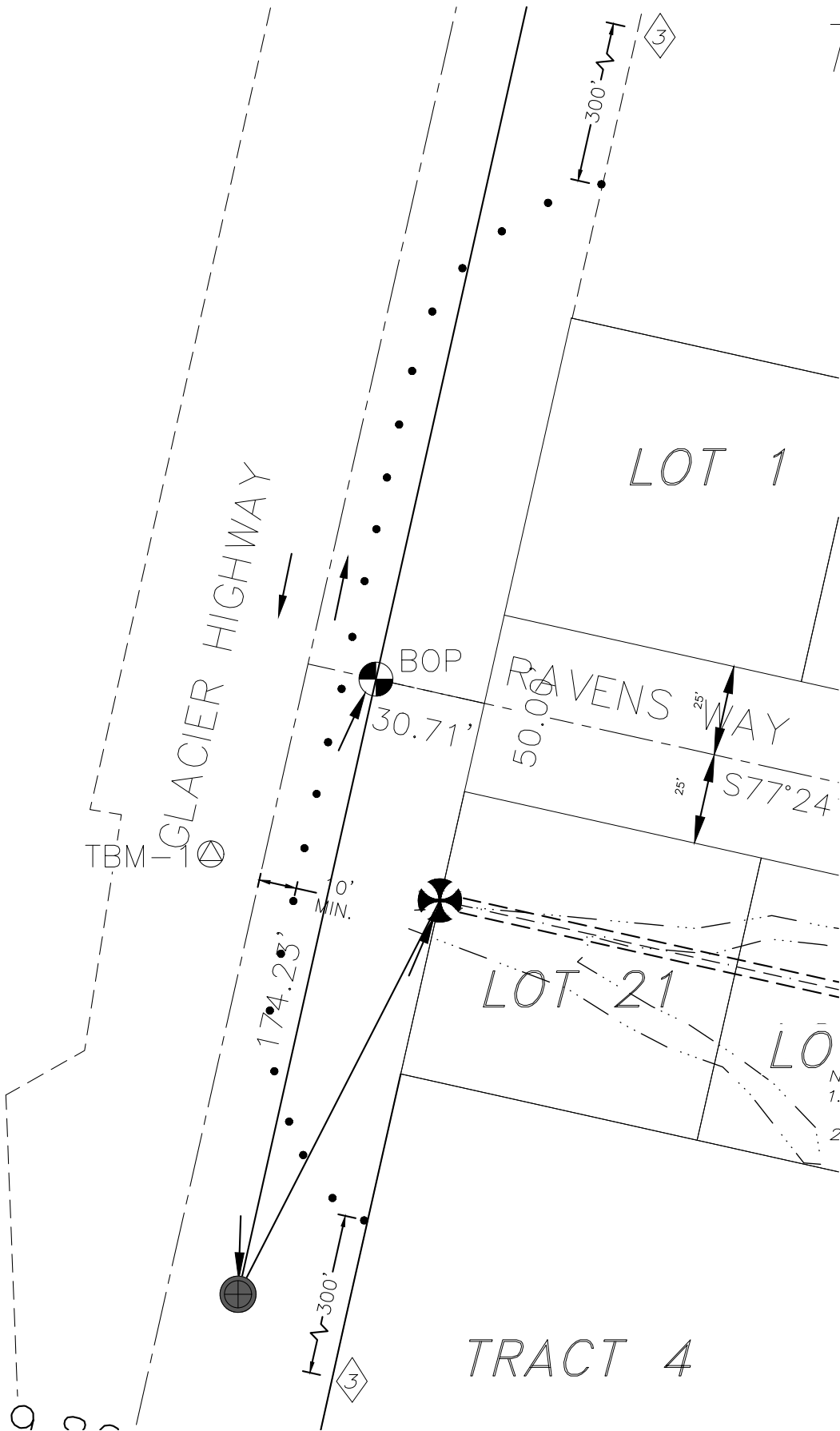
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SHEET NO.

2 OF 64

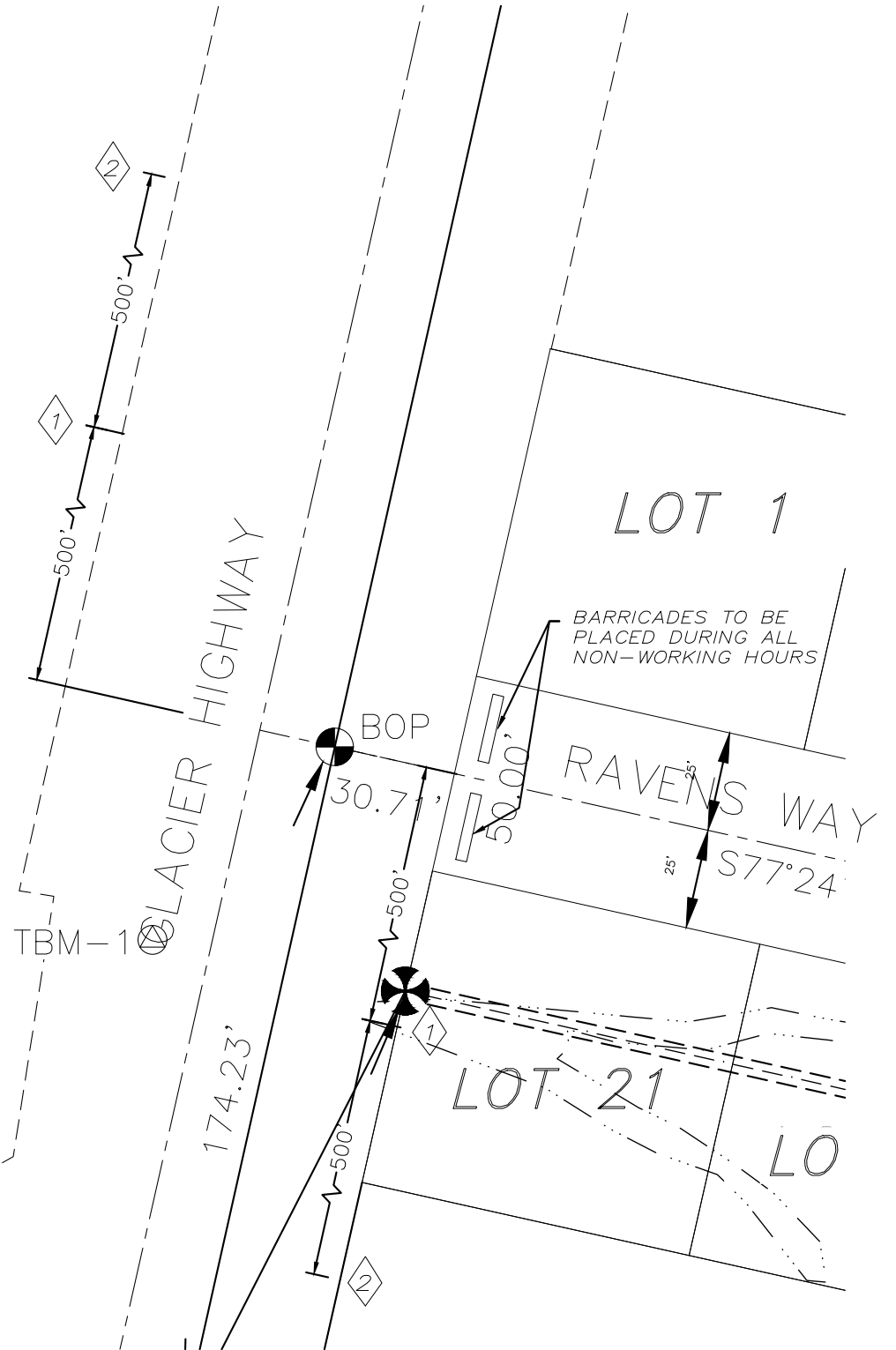
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- NOTES:
1. CONE OFF SHOULDER AND REDUCE LANE TO 10' WHILE WORKING ON SHOULDER.
 2. WORK LIMITS 5am TO 3pm (MONDAY THRU FRIDAY)

LEGEND

- 1 ROAD CONSTRUCTION AHEAD
- 2 TRUCK TURNING AHEAD
- 3 ROADWAY NARROWS MEN & EQUIPMENT ON SHOULDER



LEGEND

- ⊗ B.L.M. 2-1/2" BRASS MONUMENT RECOVERED THIS SURVEY
- ⊕ PRIMARY DOT SHOULDER MONUMENT IN CASING RECOVERED THIS SURVEY
- 2" BRASS CAP, NO MARKINGS
- ⊙ PRIMARY MONUMENT RE-SET THIS SURVEY
- 3" ALUMINUM MONUMENT, JW BEAN
- ⊙ SURVEY NAIL SET THIS SURVEY
- PK NAIL W/ STAINLESS STEEL WASHER, J.W. BEAN
- SURVEYED
- - - - - UNSURVEYED
- - - - - CENTERLINE
- - - - - SURVEY TIE
- - - - - EASEMENT
- == == == BASIS OF BEARING LINE AND VACATED LOT LINE THIS SURVEY LINE

(R) = AS PER PLAT NO. 2009-3
(R4) = AS PER PLAT NO. 2005-20

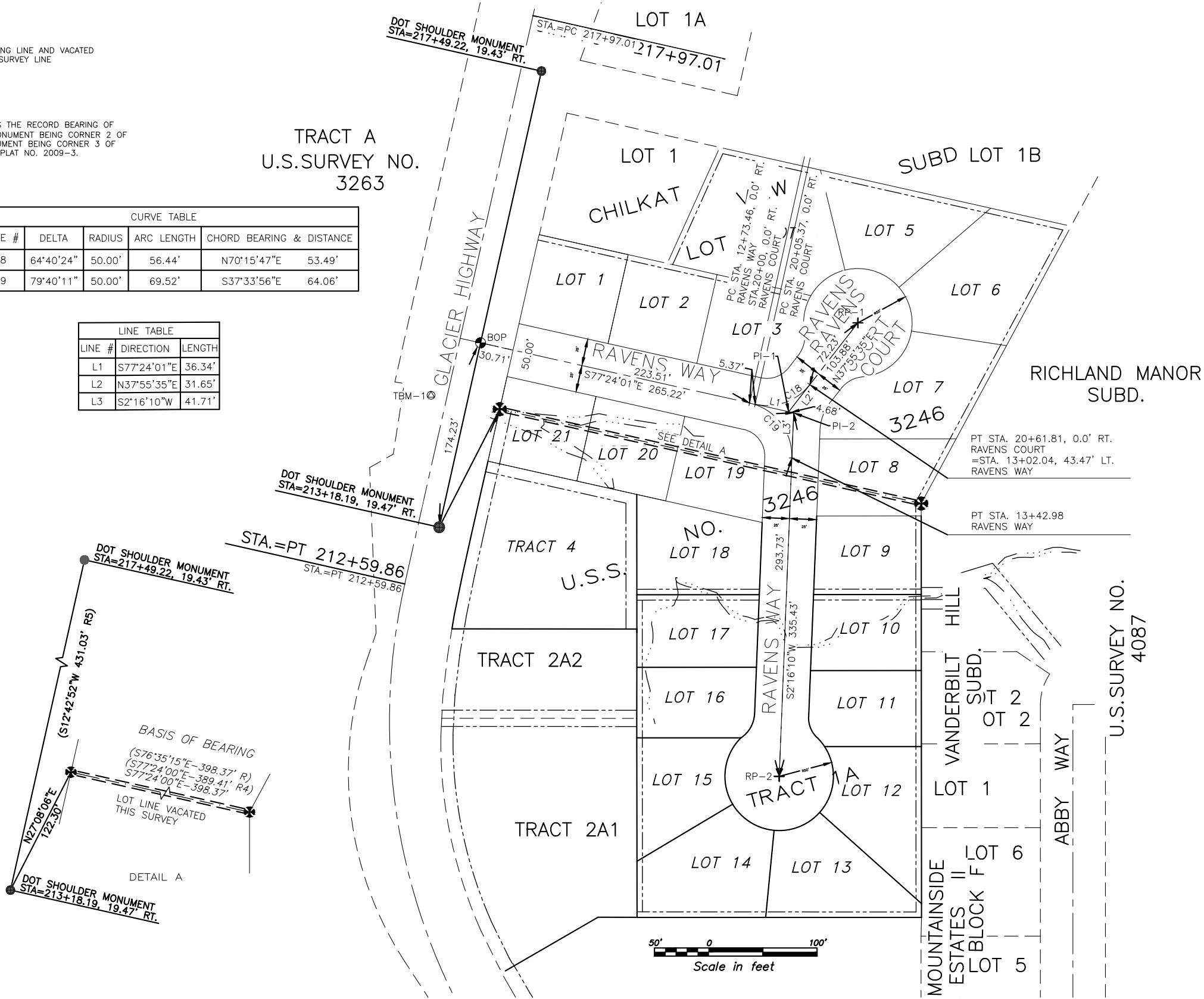
BASIS OF BEARING

BASIS OF BEARING FOR THIS PLAT IS THE RECORD BEARING OF S76°35'15"E FROM A FOUND BLM MONUMENT BEING CORNER 2 OF U.S.S. 3263 TO A FOUND BLM MONUMENT BEING CORNER 3 OF U.S.S. 3263 AS SHOWN ON RECORD PLAT NO. 2009-3.

CURVE TABLE					
CURVE #	DELTA	RADIUS	ARC LENGTH	CHORD BEARING & DISTANCE	
C18	64°40'24"	50.00'	56.44'	N70°15'47"E	53.49'
C19	79°40'11"	50.00'	69.52'	S37°33'56"E	64.06'

LINE TABLE		
LINE #	DIRECTION	LENGTH
L1	S77°24'01"E	36.34'
L2	N37°55'35"E	31.65'
L3	S2°16'10"W	41.71'

SURVEY CONTROL SHEET



STA=217+49.22, 19.43' RT.
GLACIER HWY MON.
STA. 10+19.39, 256.79 LT.
N=6311.7522
E=3038.4987
ELEV.=28.93'

STA=213+18.19, 19.47' RT.
GLACIER HWY MON.
STA. 10+19.14, 174.23' RT.
N=5891.1613
E=2944.2230
ELEV.=43.69'

TBM-1
PK NAIL/W WASHER
STA. 9+85.23, 57.15' RT.
N=6012.8211
E=2936.6712
ELEV.=38.67'

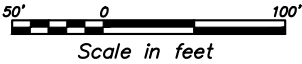
BOP
GLACIER HWY & RAVENS WAY
STA. 10+00
N=6061.1759
E=2982.3319
ELEV.=36.73'

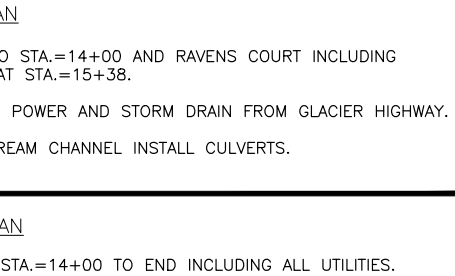
PI-1
PI RAVENS WAY & RAVENS COURT
STA. 20+33.59, 9.18 RT.
=STA. 13+05.33, 12.22 LT.
N=5997.6445
E=3266.5618
FG. ELEV.=51.65'

PI-2
ANG. PT. PI RAVENS WAY
STA. 13+08.22, 15.11' LT.
N=5996.6224
E=3271.1342
FG. ELEV.=51.75'

RP-1
RAVENS COURT RADIUS POINT
STA. 21+34.04, RT. 0.0'
N=6079.5914
E=3330.4228
CL. FG. ELEV.=59.32'

RP-2
RAVENS WAY RADIUS POINT
STA. 16+36.71, RT. 0.0'
N=5661.4529
E=3257.8515
CL. FG. ELEV.=67.00'





50' 0 100'

Scale in feet
SCALE: 1"=100'

RAVENWOOD SUBDIVISION

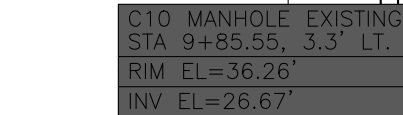
LEGEND

- x — x — SILT FENCE, BRUSH BERM, ROCK BERM OR
TEMP. CONTROL SWALE TO CONTAIN RUNOFF
WITHIN WORK AREA IF NATURAL 25' BUFFER
CAN NOT MAINTAINED
- — ○ — FLAGGED BOUNDARY

-  CONTROLLED ENTRANCE
/ EXIT CONTAINMENT SPALL ROCK
-  TEMPORARY CULVERT
-  TEMPORARY WATER DITCH (SWALE)


 WETLANDS AREA "A"=624 S.F.
 UPLANDS AREA "A"=3,534 S.F.
 WETLANDS AREA "B"=1,935 S.F.
 UPLANDS AREA "B"=10,985 S.F.
 WETLANDS AREA "C"=4,508 S.F.
 UPLANDS AREA "C"=501 S.F.
 WETLANDS AREA "D"=1,408 S.F.
 UPLANDS AREA "D"=157 S.F.
 TOTAL WETLANDS AREA=8,475 S.F.
 TOTAL UPLANDS AREA=15,177 S.F.
 TOTAL AREA=23,652 S.F.

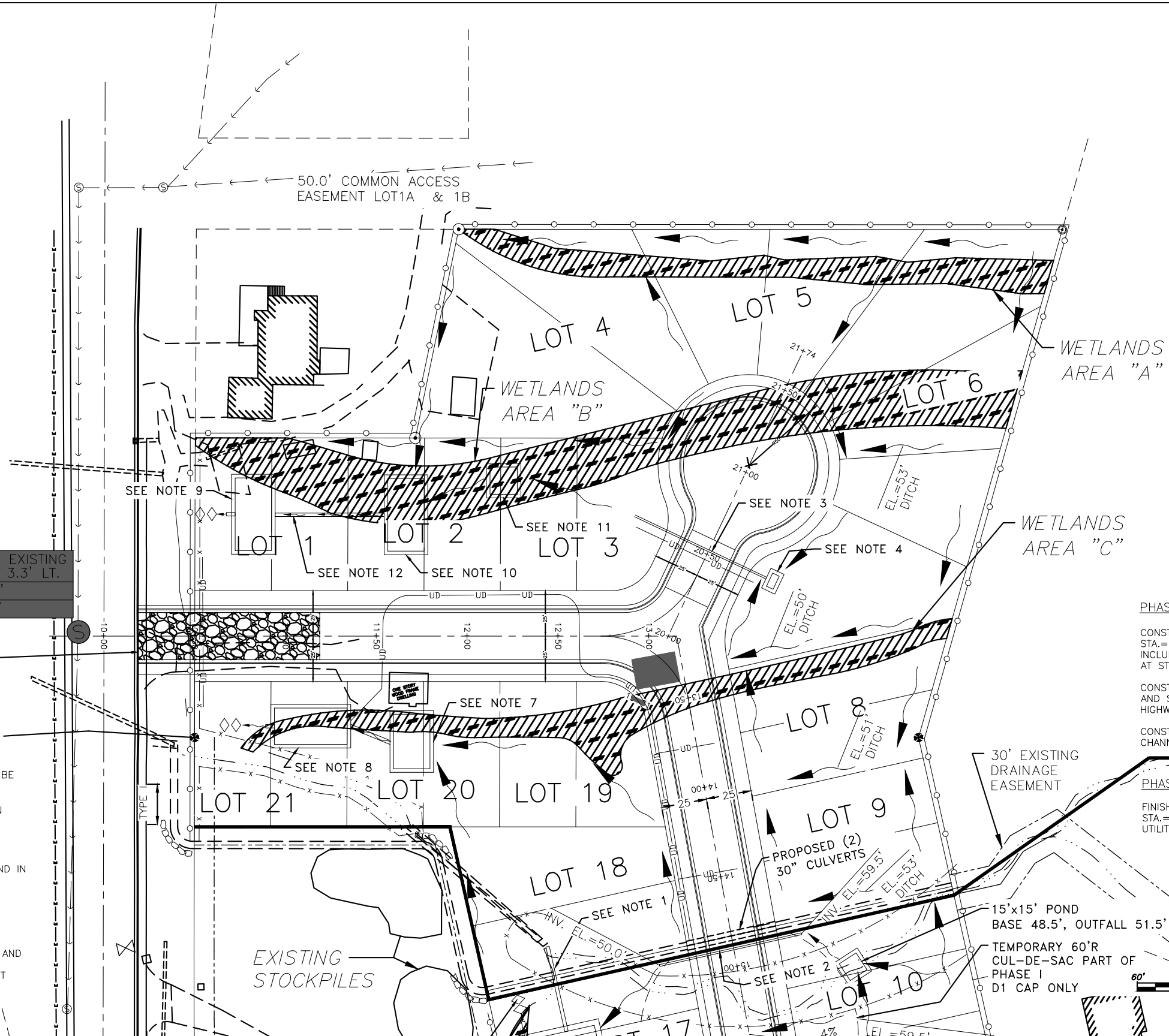
TEMPORARY CHECK DAM



100' STABILIZED —
CONSTRUCTION EXIT
4" CLEAN SHOT
ROCK 6" DEPTH

NOTES:

1. TEMP 12" CULVERT OUTFALL 6" BELOW OVER OUTFALL PIPE CAN BE REMOVED AFTER STREAM LOCATION, BUT CAN STAY TILL LOT 18 DEVELOPED.
2. 12"x80' CULVERT ABANDON WHEN NOT NEEDED. 12" UNDER DRAIN UNDER CULVERT.
3. 12"x80' CPP. ABANDON AT END OFF CONSTRUCTION.
4. 12"x8' POND (BASE), INV. EL.=46', OUTFALL EL.=49'
5. ALL OTHER SEDIMENT PONDS AND DRAINAGE ON ATTACHED PLANS.
6. LOT 17 TO BE LAST LOT BUILT ON PHASE 2 TO KEEP SETTLING POND IN PLACE TILL END OF PROJECT.
7. 20"x30' SEDIMENT POND (BASE), INV. EL.=39', OUTFALL EL.=43'.
8. 20"x40' SEDIMENT POND (BASE), INV. EL.=29', OUTFALL EL.=32'.
9. 20"x40' SEDIMENT POND, INV EL.=30', OUTFALL EL.=33'
10. 20"x40' SEDIMENT POND, INV EL.=39', OUTFALL EL.=42'
11. 15"x15' POND, INV EL.=41', OUTFALL EL.=45'
12. 4" ROCK LINER ON THE TWO LOWER PONDS. ON LOTS 1, 17 & 21 AND DRAINAGE TO POND ABOVE.
13. LOT1 AND LOT 21 TO BE LAST LOTS BUILT ON AND LOWER SEDIMENT PONDS TO BE REMAIN TILL ALL EXCAVATION ABOVE IS COMPLETE.
14. UNDER DRAIN INSTALLED DURING ROAD CONSTRUCTION.



PHASE I – WORK PLAN

CONSTRUCT RAVENS WAY TO
STA.=14+00 AND RAVENS COURT
INCLUDING TEMPORARY CUL-DE-SAC
AT STA.=15+38.

CONSTRUCT WATER, SEWER, POWER
AND STORM DRAIN FROM GLACIER
HIGHWAY.

CONSTRUCT RELOCATED STREAM
CHANNEL INSTALL CULVERTS.

PHASE II – WORK PLAN

FINISH RAVENS WAY FROM
STA.=14+00 TO END INCLUDING ALL
UTILITIES.

15'x15' POND
BASE 48.5', OUTFALL 51.5'

TEMPORARY 60'R
CUL-DE-SAC PART OF
PHASE I
D1 CAP ONLY

Scale in feet
SCALE: 1"=60'

2024 - JDBS RAVENSVILLE					SCALE <u>GRAPHIC</u>
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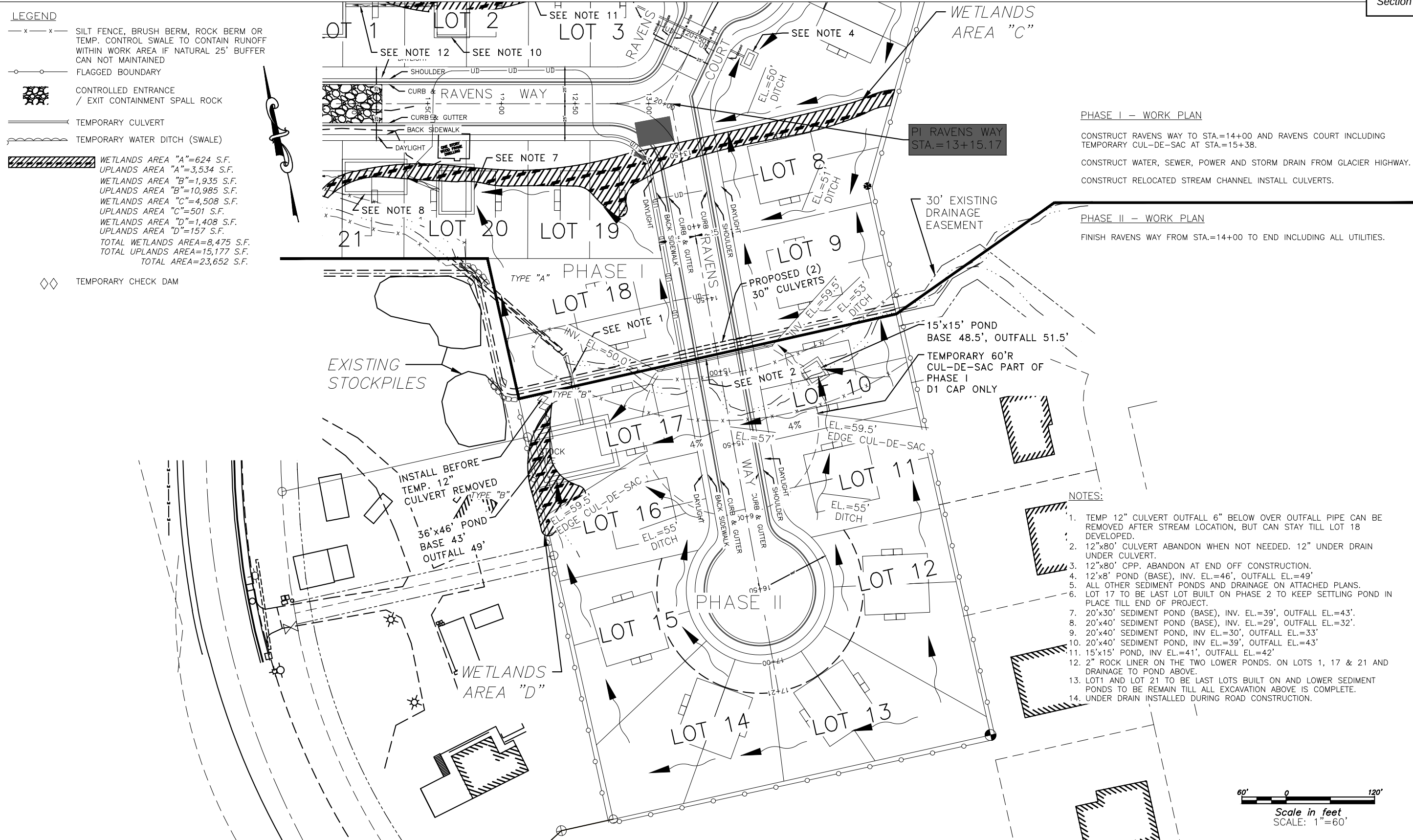
RAVENWOOD SUBDIVISION

SHEET

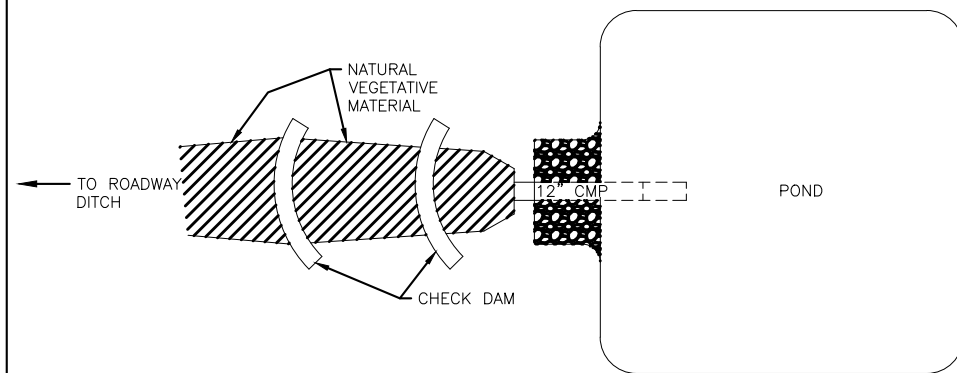
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	REV	DATE	BY	DESCRIPTION	DATE	September 30, 2024				



OVERFLOW OUTLET DETAIL
SCALE: 1"=10'

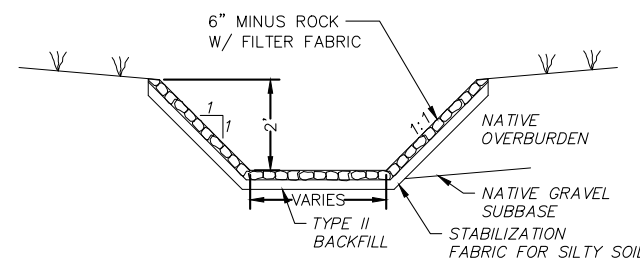


SEDIMENT POND DETAIL

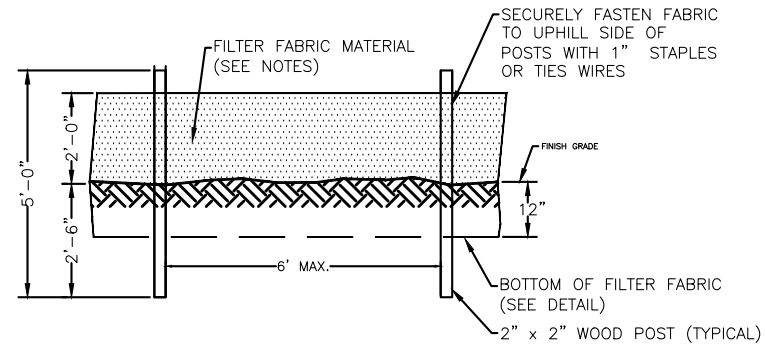
SCALE: 1"=10'

NOTES:

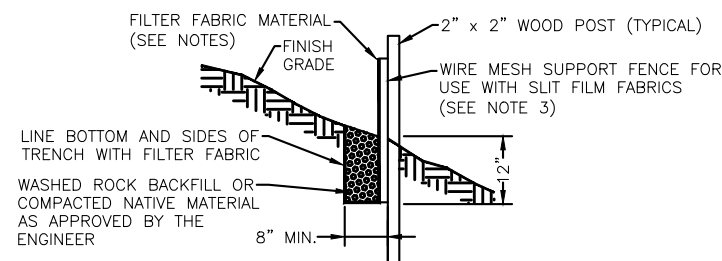
1. CLEAN OUT AND HAUL SILT TO APPROVED WASTE SITE OFF PROJECT AS NECESSARY.
2. IF OVERFLOW IS INTERMITTED ADDITIONAL SETTLEMENT IS NECESSARY AND STORM WATER TO BE PUMPED TO PRIMARY SETTLEMENT POND 3.



TYPICAL DRAINAGE DITCH SECTION TYPE A



ELEVATION VIEW



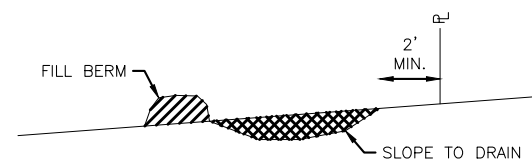
SIDE VIEW

NOTES:

1. INSTALL FENCE AT THE APPROPRIATE LOCATION BY CONSIDERING TERRAIN, SLOPE, WATER FLOW AND DISTURBANCE AREA. PLACE THE FENCE AWAY FROM THE TOE OF SLOPE LEAVING ROOM TO ACCUMULATE SEDIMENT AND PERFORM WORK.
2. SILT FENCE FABRIC SHALL BE UV RESISTANT POLYPROPYLENE WITH OPENINGS LESS THAN A NO. 30 SIEVE, OR APPROVED BY THE ENGINEER.
3. SILT FENCE FABRIC SHALL BE CUT FROM A CONTINUOUS ROLL WITH JOINTS KEPT TO A MINIMUM. JOINTS SHALL BE SECURED AT SUPPORT POSTS WITH A MINIMUM OF 6" OF OVERLAP. LESS POSTS MAY BE INSTALLED WHEN WIRE MESH IS USED TO SUPPORT THE SILT FENCE FABRIC AS APPROVED BY THE ENGINEER.
4. AN 8" WIDE BY 2' DEEP TRENCH SHALL BE CONSTRUCTED ALONG THE ENTIRE LENGTH OF THE UPHILL SIDE OF THE SILT FENCE. THE TRENCH SHALL BE BACKFILLED WITH WASHED ROCK OR COMPACTED NATIVE MATERIAL.
5. THE SILT FENCE SHALL BE MAINTAINED UNTIL THE ENTIRE DISTURBANCE AREA HAS BEEN STABILIZED. THE SILT FENCE MAY BE REMOVED ONLY AFTER THE RETAINED MATERIALS HAVE BEEN PROPERLY DISPOSED OF.
6. ALTERNATE COMPRESSED 36" HIGH BRUSH BURM OR 18" HIGH 1" ROCK BURM MAY BE USED.

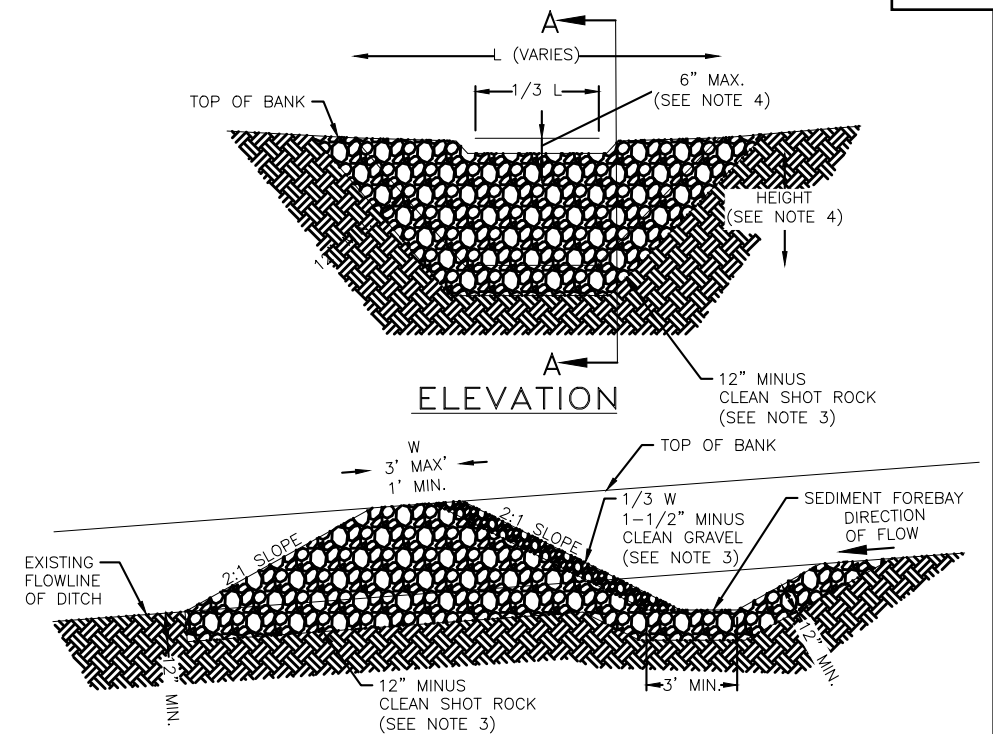
311-SILT FENCE

SCALE: 1"=4'



TEMPORARY WATER
CONTROL SWALE

N.T.S.



SECTION A-A

AMOUNT ROCK SIZE	ROCK CHECK	DAM SPACING	TABLE
AMOUNT ROCK SIZE	DITCH GRADE	SPACING	
100% < 12"	1%	200 FT	
100% > 2"	2%	100 FT	
UPSTREAM FACE OF STORMWATER	4%	50 FT	
MANAGEMENT ROCK CHECK DAM TO	6%	33 FT	
BE CLEAN 1-1/2" MINUS GRAVEL	8%	25 FT	
	DITCH SLOPES GREATER THAN 8%		
	SPACING MUST BE APPROVED BY		
	THE ENGINEER		

NOTES:

1. ROCK CHECK DAMS ARE NOT ALLOWED IN ANDRONOMUS FISH STREAMS WITHOUT PERMISSION OF THE APPLICABLE STATE & FEDERAL AGENCIES AND THE CBJ DEPARTMENT OF ENGINEERING.
2. ROCK CHECK DAMS DESIGNATED AS STORMWATER MANAGEMENT ITEMS ARE TO REMAIN IN PLACE. TEMPORARY ROCK CHECK DAMS INSTALLED FOR SEDIMENT CONTROL DURING CONSTRUCTION MUST REMAIN IN PLACE UNTIL SOILS ARE STABILIZED AND REVEGATION IS COMPLETE AS APPROVED BY THE ENGINEER.
3. STORM WATER MANAGEMENT ROCK CHECK DAMS SHALL BE CONSTRUCTED WITH CLEAN, WELL-GRADED MATERIAL (NO FINES), PER ROCK SIZE TABLE AND FACED ON THE UPSTREAM SIDE WITH CLEAN 1-1/2" MINUS GRAVEL. TEMPORARY ROCK CHECK DAMS MAY OMIT THE 1-1/2" GRAVEL FACE.
4. THE HEIGHT OF THE ROCK CHECK DAM SPILLWAY SHALL BE NO GREATER THAN 3'. THE TOP OF DAM SHALL BE NO MORE THAN 3'-6". THE HEIGHT OF THE SPILLWAY SHALL BE PROPORTIONATE TO THE HEIGHT OF THE DAM BUT NO LESS THAN 2".
5. ALL ROCK CHECK DAMS SHALL BE SPACED PER TABLE ABOVE AT A MINIMUM OR AS DIRECTED BY THE ENGINEER.

312-ROCK CHECK DAM

SCALE: 1"=6'

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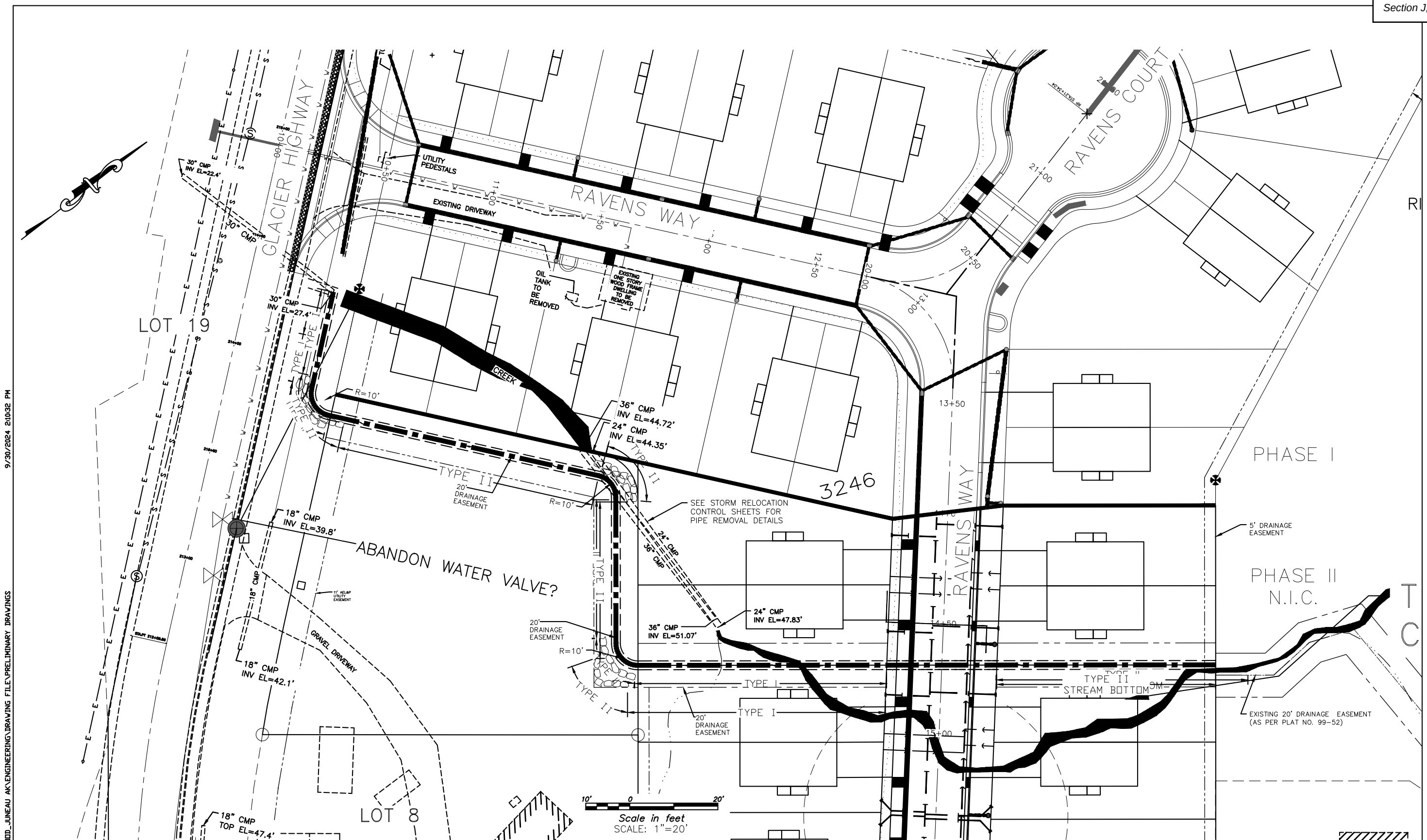
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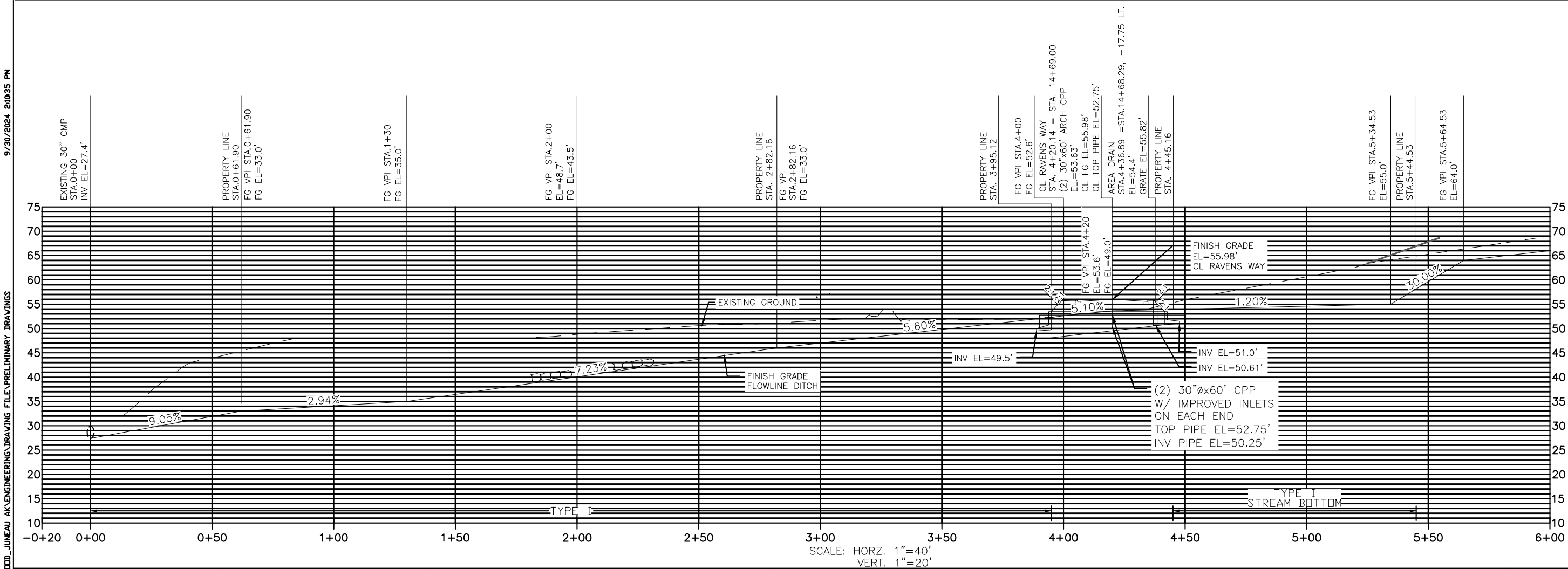


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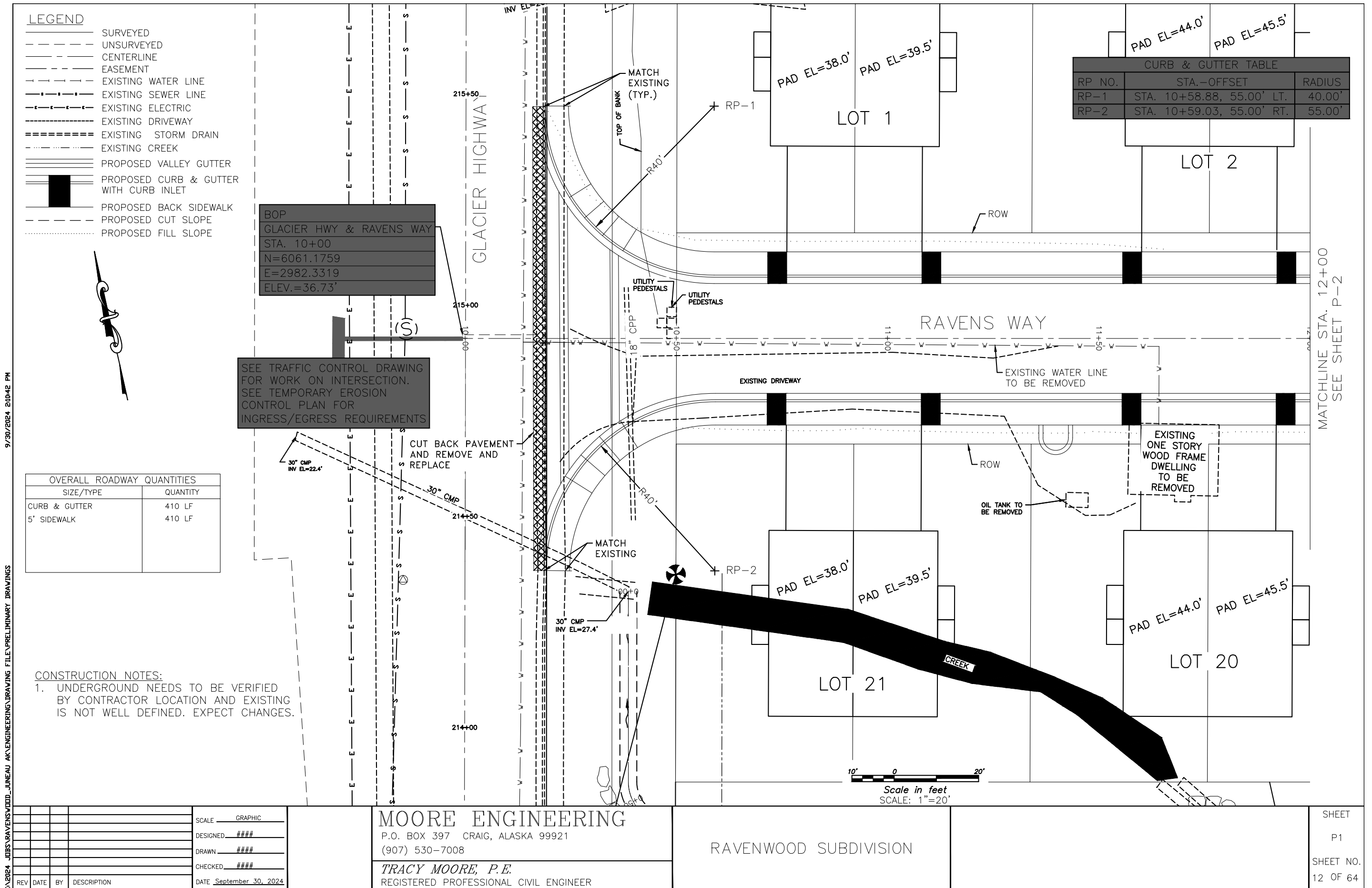
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OF 64



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	REV	DATE	BY	DESCRIPTION	DATE <u>September 30, 2024</u>				REGISTERED PROFESSIONAL CIVIL ENGINEER



Attachment C – Preliminary Construction Drawings

CURB & GUTTER TABLE		
RP NO.	STA.-OFFSET	RADIUS
RP-3	STA. 12+73.46, 50.00' LT.	35.00'
RP-4	STA. 12+76.14, 50.14' LT.	35.00'
RP-5	STA. 13+31.01, 68.38' LT.	50.00'

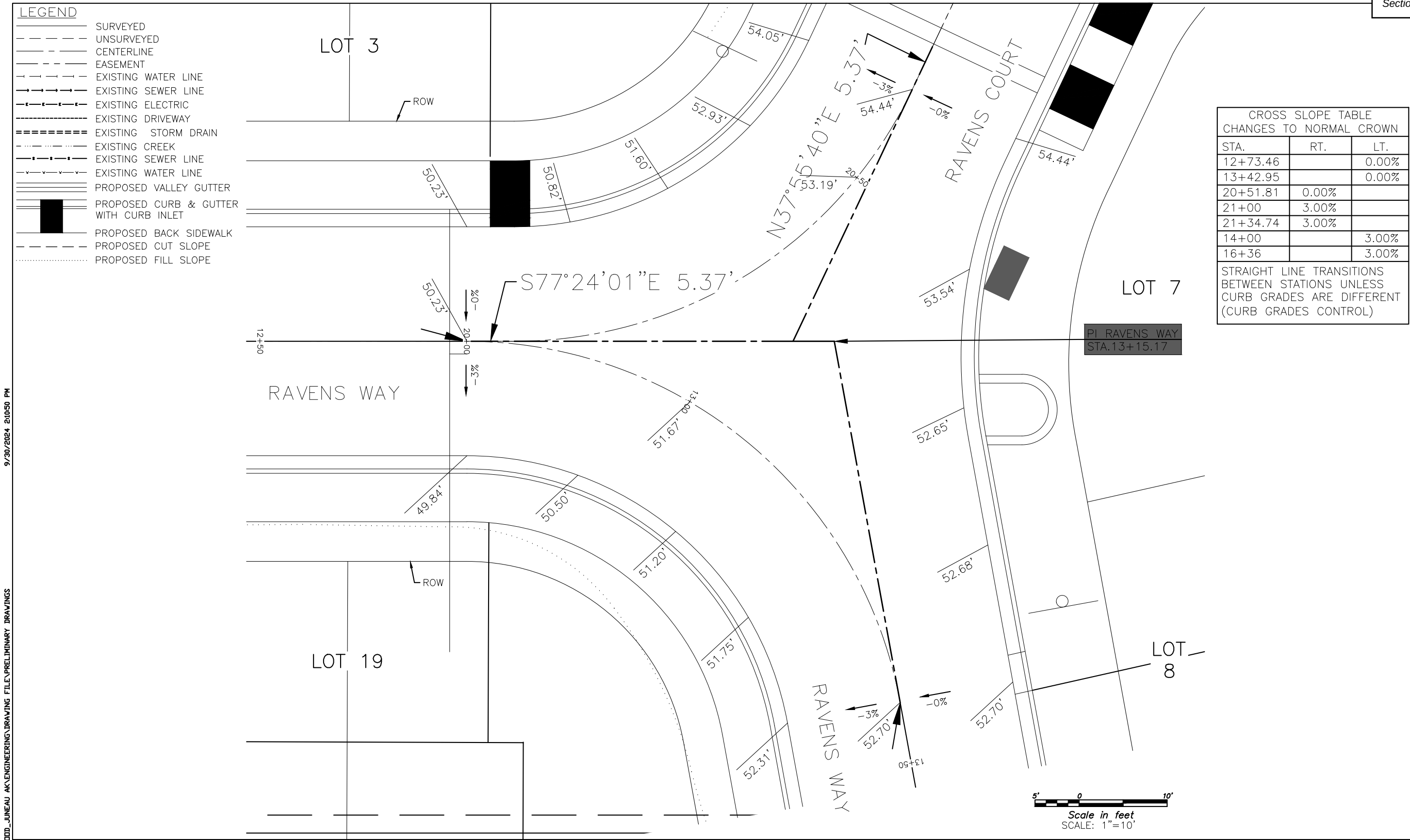
OVERALL ROADWAY QUANTITIES	
SIZE/TYPE	QUANTITY
CURB & GUTTER	470 LF
5' SIDEWALK	470 LF

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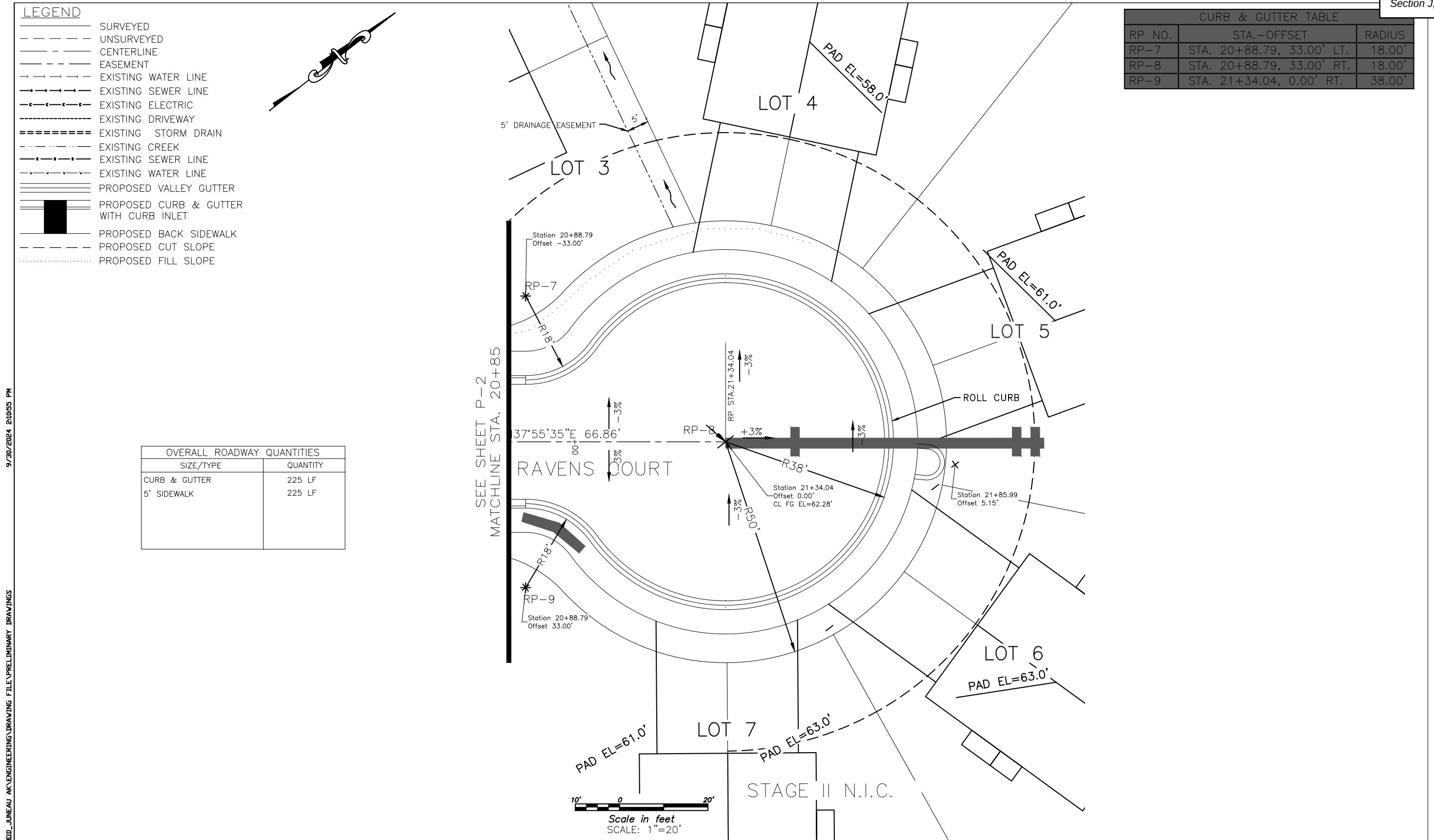
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LEGEND

- SURVEYED
- UNSURVEYED
- CENTERLINE
- EASEMENT
- EXISTING WATER LINE
- EXISTING SEWER LINE
- EXISTING ELECTRIC
- EXISTING DRIVEWAY
- EXISTING STORM DRAIN
- EXISTING CREEK
- EXISTING SEWER LINE
- EXISTING WATER LINE
- PROPOSED VALLEY GUTTER
- PROPOSED CURB & GUTTER WITH CURB INLET
- PROPOSED BACK SIDEWALK
- PROPOSED CUT SLOPE
- PROPOSED FILL SLOPE

OVERALL ROADWAY QUANTITIES	
SIZE/TYPE	QUANTITY
CURB & GUTTER	225 LF
5' SIDEWALK	225 LF

CURB & GUTTER TABLE		
RP NO.	STA.-OFFSET	RADIUS
RP-7	STA. 20+88.79, 33.00' LT.	18.00'
RP-8	STA. 20+88.79, 33.00' RT.	18.00'
RP-9	STA. 21+34.04, 0.00' RT.	38.00'

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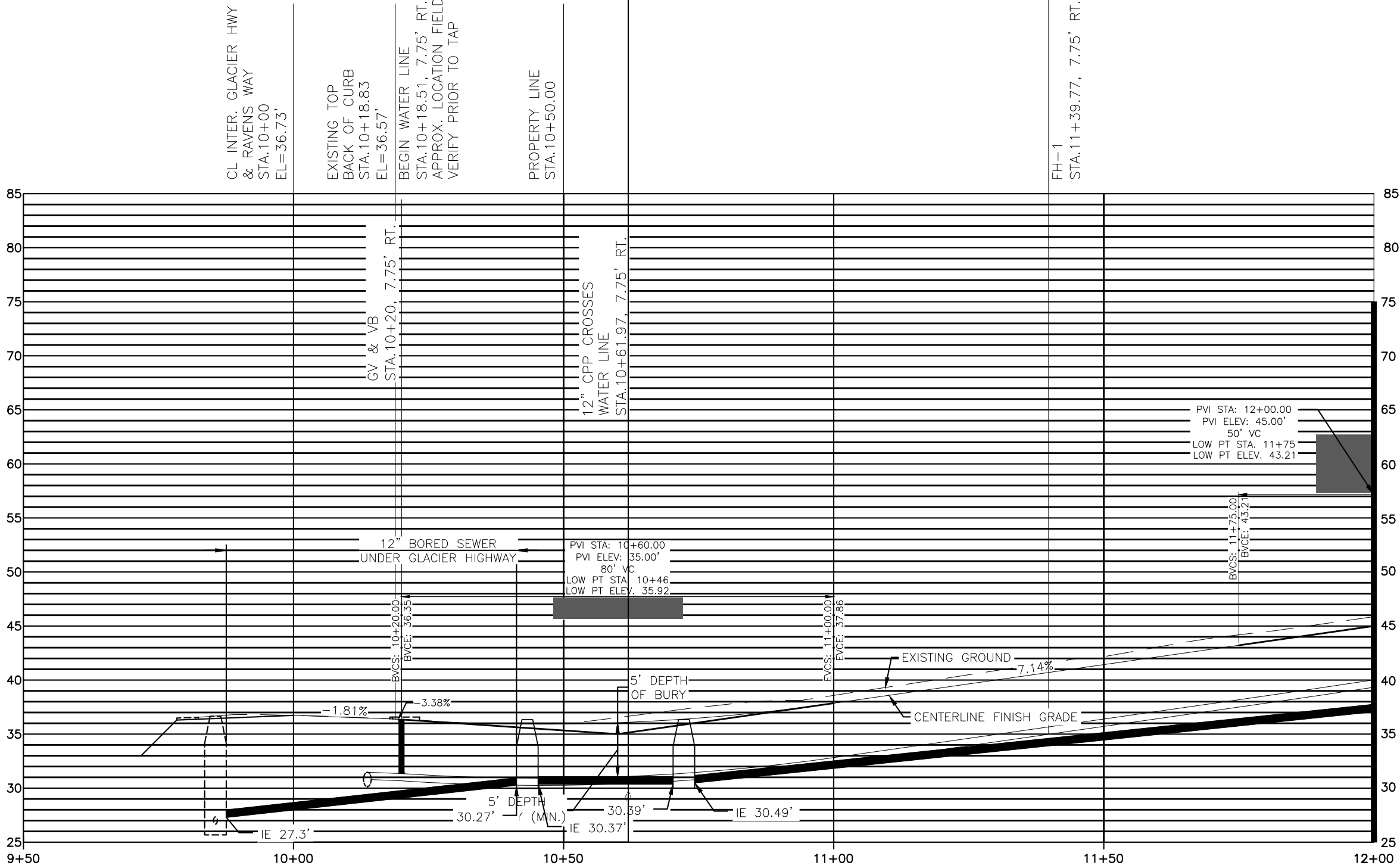
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SHEET NO.
15 OF 64

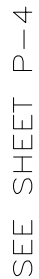


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P4
SHEET NO.
16 OF 64



MATCHLINE STA. 12+00

o | o

[illegible]

CL INTER. PC RAVENS
WAY & RAVENS COURT
STA.12+73.46=20+00
EL=51.60'
FG EL=50.23'

PI RAVENS WAY
STA.13+08.22
EL=54.78'
FG EL=51.75'

4-TEE/ FH-2
STA. 13+11.16, 7.96' LT.
SEE SHEET W-9

PT RAVENS WAY
STA.13+42.98
EL=56.24'
EG EL=52.70'

PHASE I
STA. 14+00

MATCHLINE STA. 14+00
SEE SHEET P-9

SEE SHEET P-9

SCALE: HORZ. 1"=20'
VERT. 1"=10'

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DATE September 30, 2024

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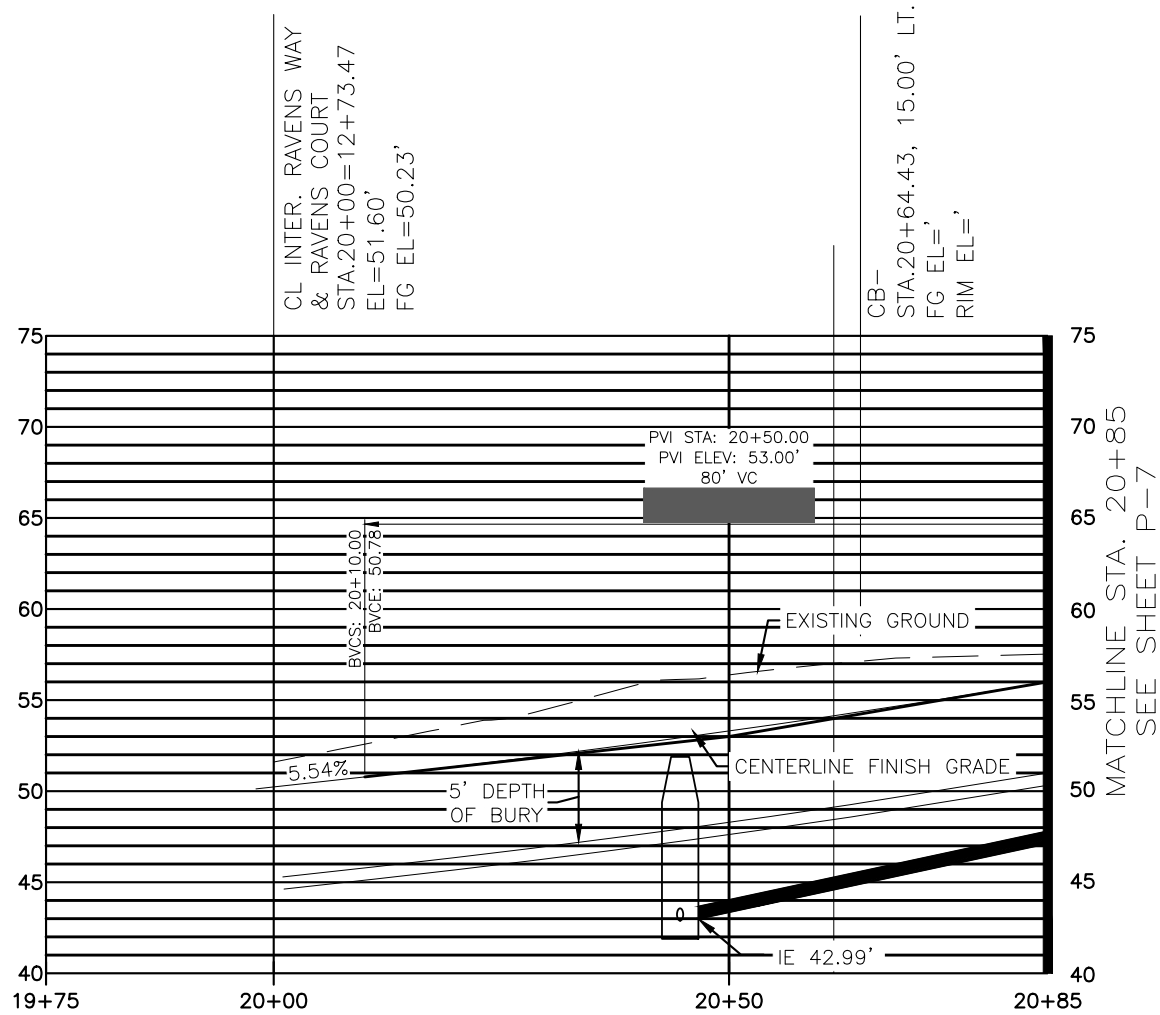
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SCALE: HORZ. 1"=20'
VERT. 1"=10'

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					DATE	September 30, 2024
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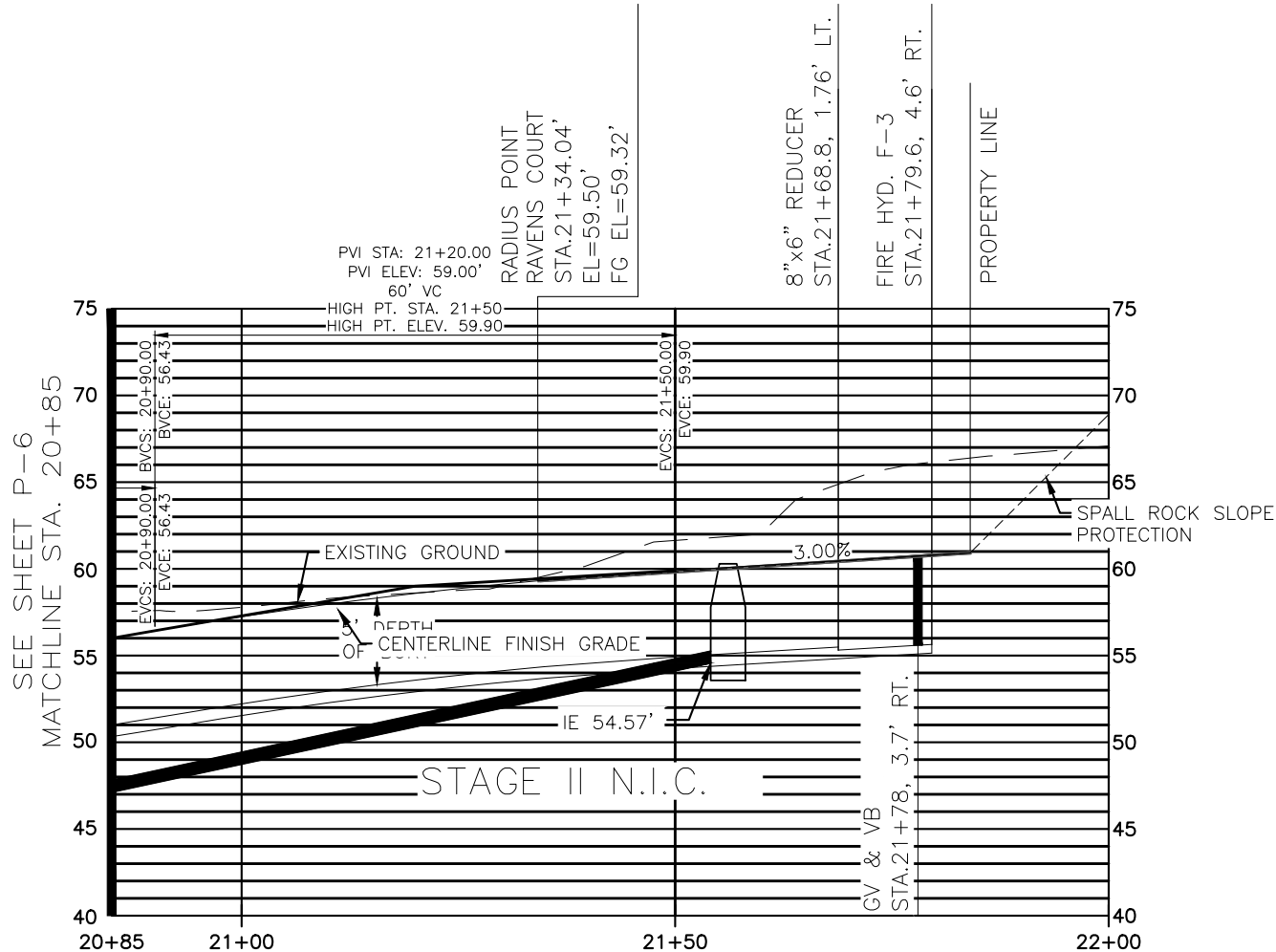
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(907) 530-7008
TRACY MOORE, P.E.
REGISTERED PROFESSIONAL CIVIL ENGINEER

RAVENWOOD SUBDIVISION

SHEET
P6
SHEET NO.
18 OF 64

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SCALE: HORZ. 1"=20'
VERT. 1"=10'

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				CHECKED	####
REV	DATE	BY	DESCRIPTION	DATE	September 30, 2024

MOORE ENGINEERING

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REGISTERED PROFESSIONAL CIVIL ENGINEER

RAVENWOOD SUBDIVISION

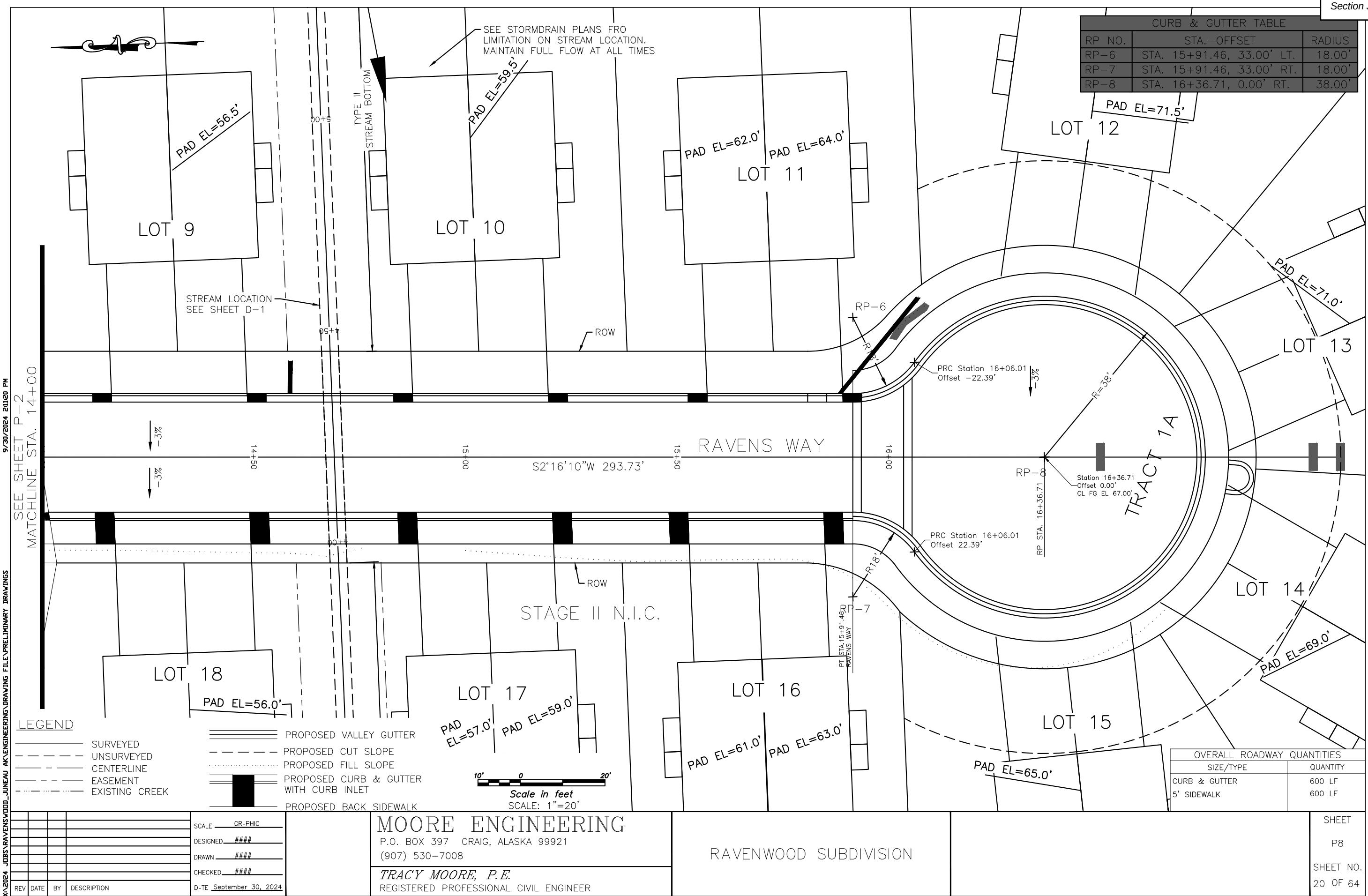
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P7

SHEET NO.

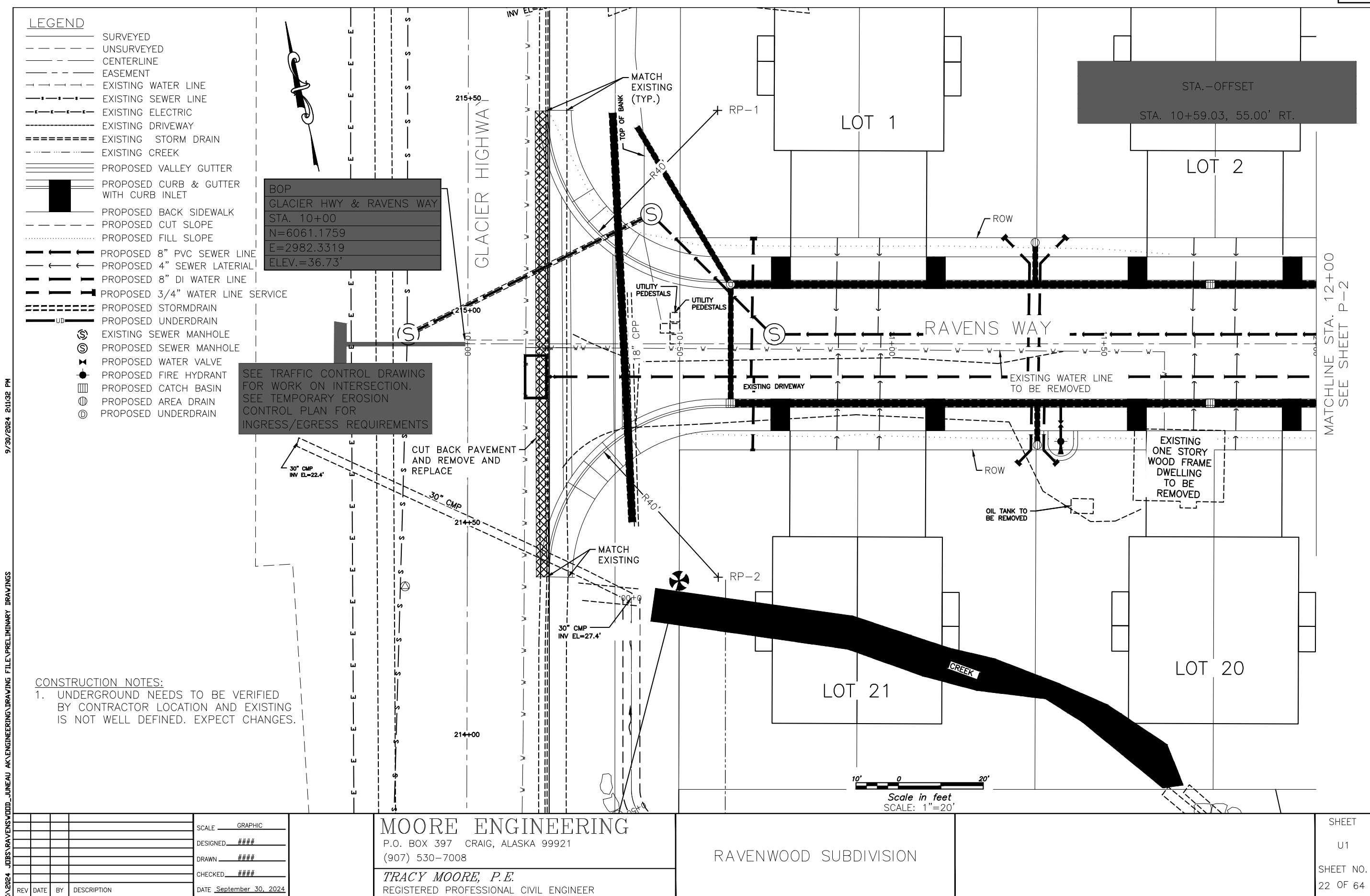
19 OF 64

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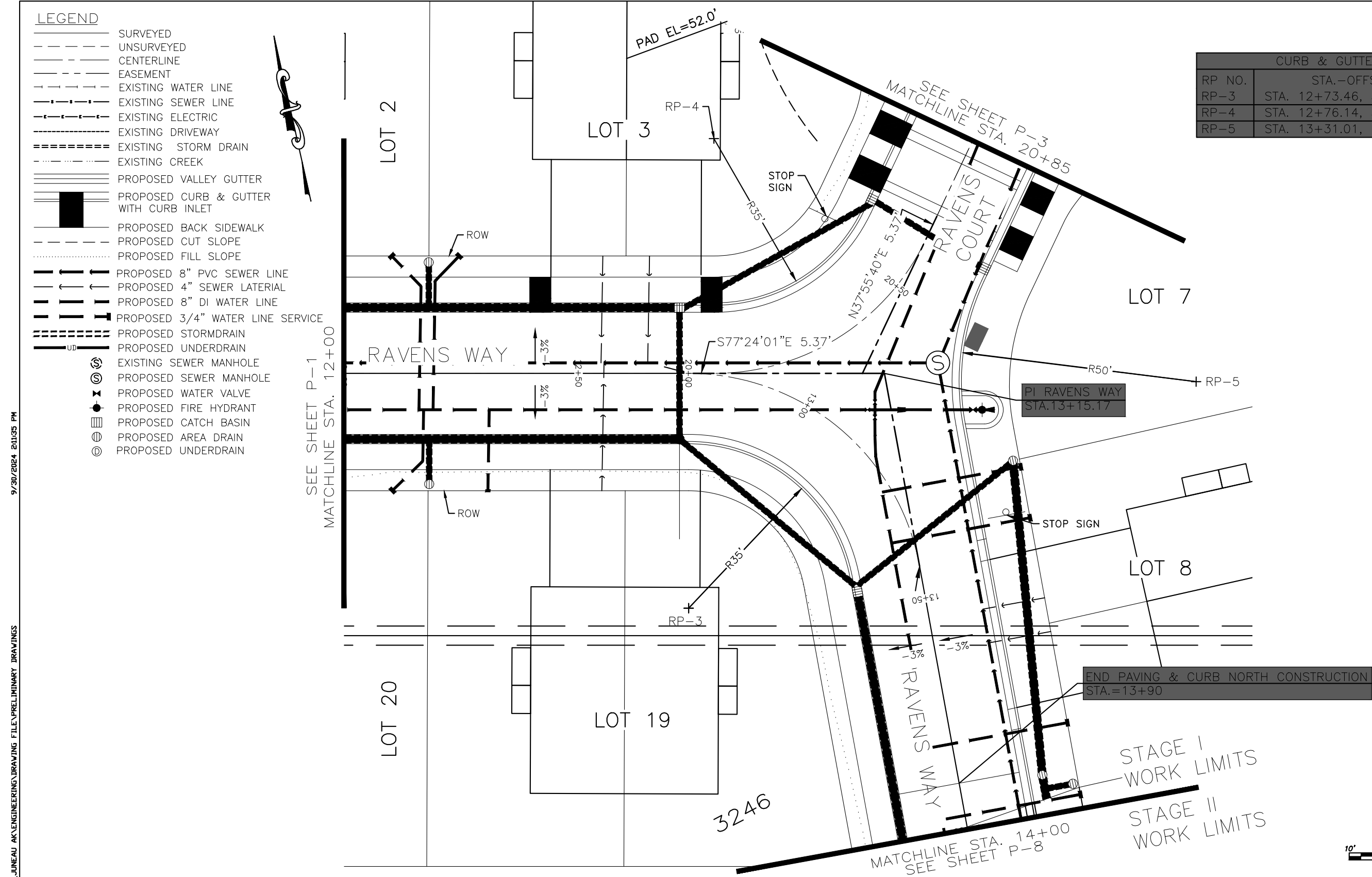


Attachment C – Preliminary Construction Drawings

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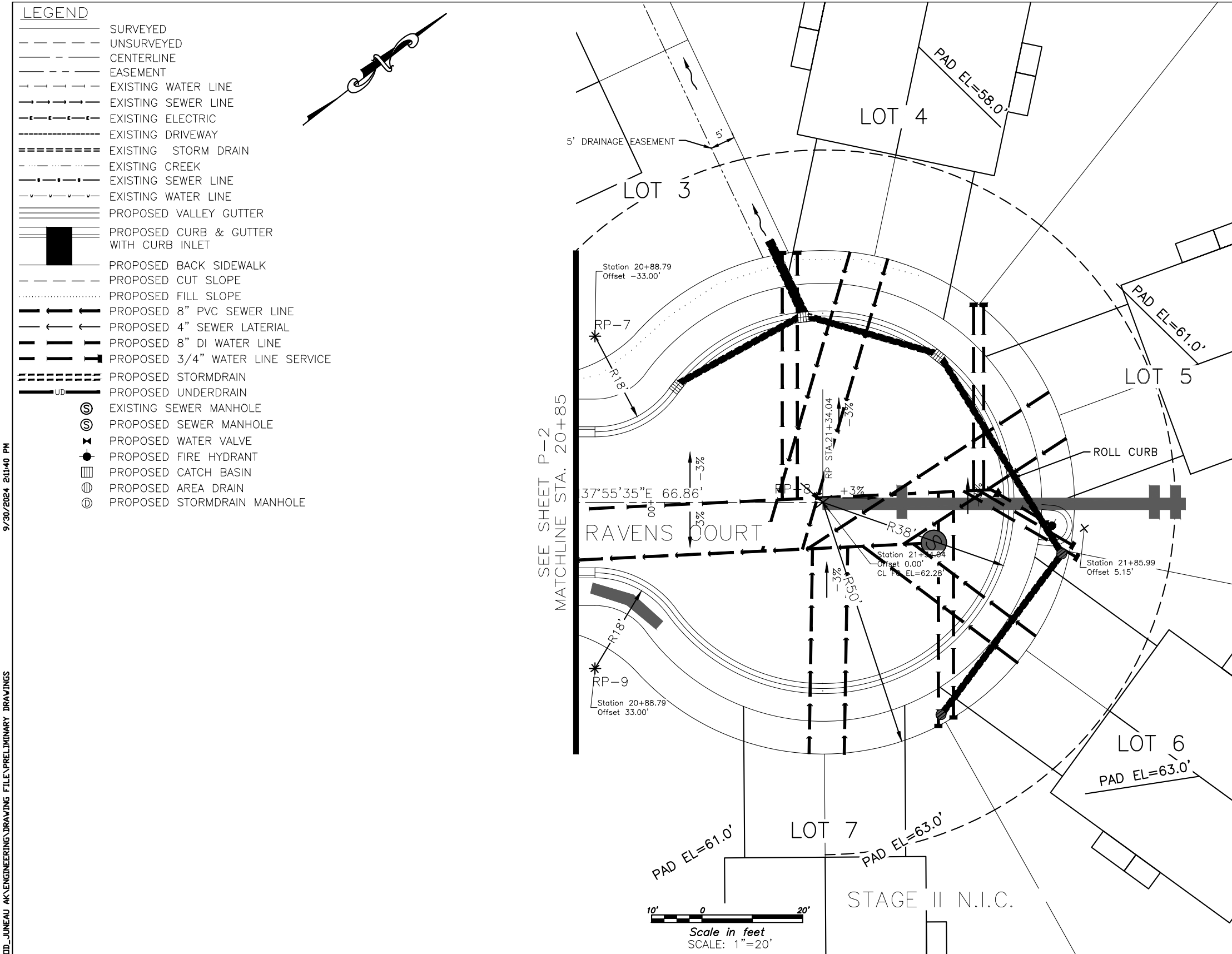


CURB & GUTTER TABLE		
RP NO.	STA.-OFFSET	RADIUS
RP-3	STA. 12+73.46, 50.00' LT.	35.00'
RP-4	STA. 12+76.14, 50.14' LT.	35.00'
RP-5	STA. 13+31.01, 68.38' LT.	50.00'



				SCALE _____ GRAPHIC	MOORE ENGINEERING P.O. BOX 397 CRAIG, ALASKA 99921 (907) 530-7008	RAVENWOOD SUBDIVISION	SHEET
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				DATE <u>September 30, 2024</u>			
REV	DATE	BY	DESCRIPTION				
KY 2024						JOB# RAVENWOOD SUBDIVISION	SHEET NO. 23 OF 64

CURB & GUTTER TABLE		
RP NO.	STA.—OFFSET	RADIUS
RP-7	STA. 20+88.79, 33.00' LT.	18.00'
RP-8	STA. 20+88.79, 33.00' RT.	18.00'
RP-9	STA. 21+34.04, 0.00' RT.	38.00'

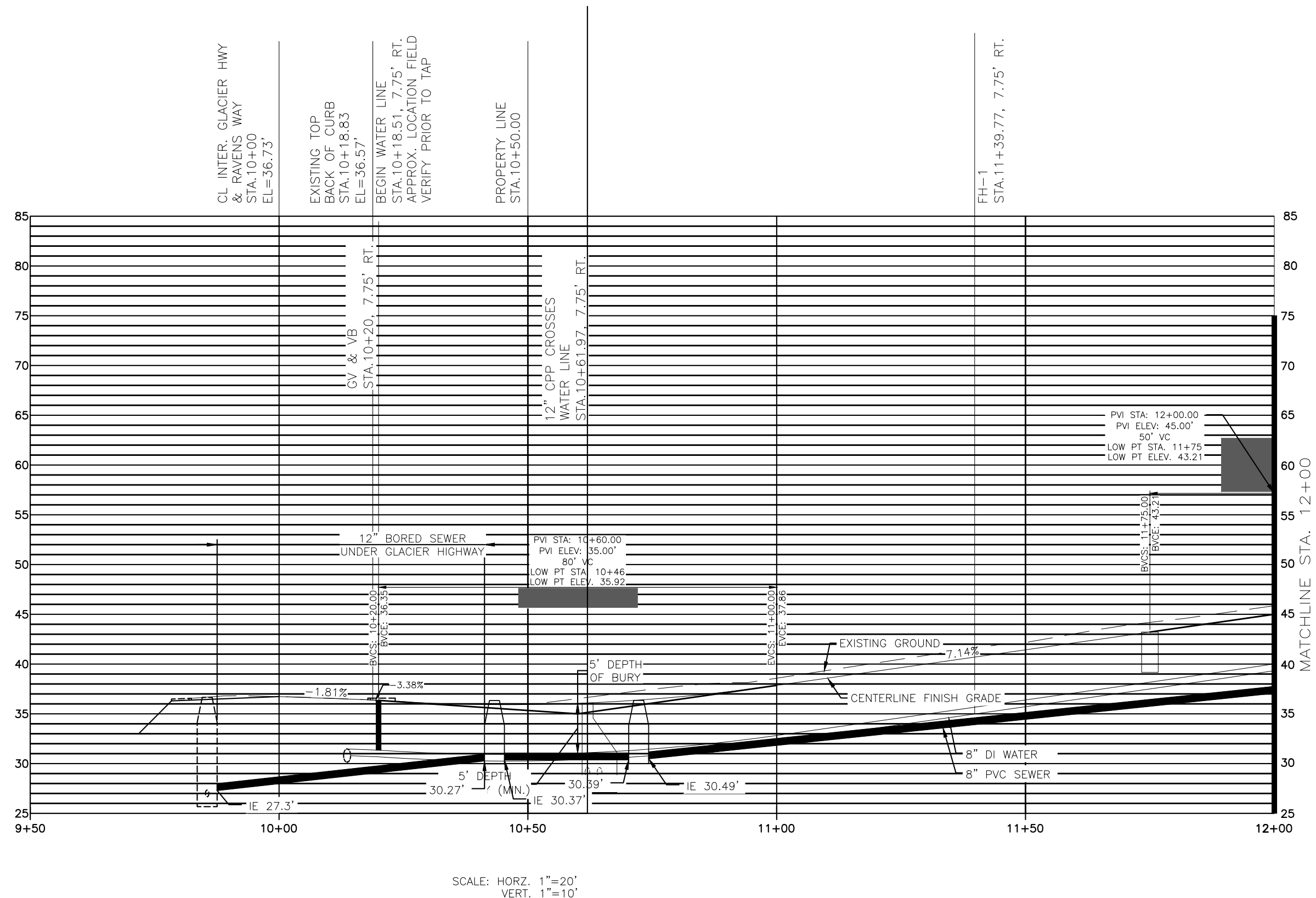


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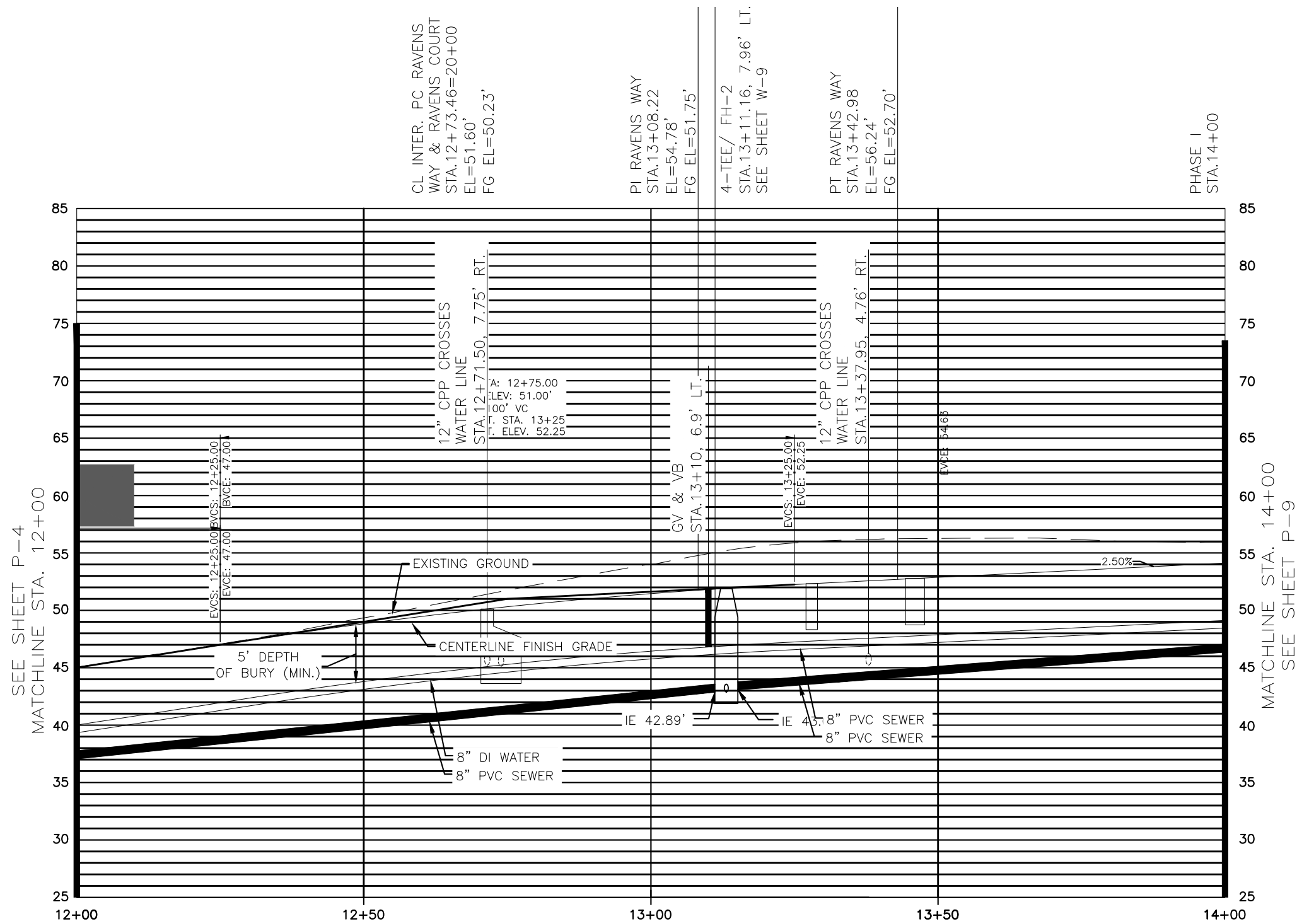
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RAVENWOOD SUBDIVISION

SHEET
U3
SHEET NO.
24 OF 64



11/20/2024 JOBS RAVENWOOD					SCALE _____ GRAPHIC _____	MOORE ENGINEERING P.O. BOX 397 CRAIG, ALASKA 99921 (907) 530-7008	RAVENWOOD SUBDIVISION			SHEET U4
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	REV	DATE	BY	DESCRIPTION	DATE <u>September 30, 2024</u>	<i>TRACY MOORE, P.E.</i> REGISTERED PROFESSIONAL CIVIL ENGINEER				SHEET NO. 25 OF 64



SCALE: HORZ. 1"=20'
VERT. 1"=10'

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DATE September 30, 2024

MOORE ENGINEERING

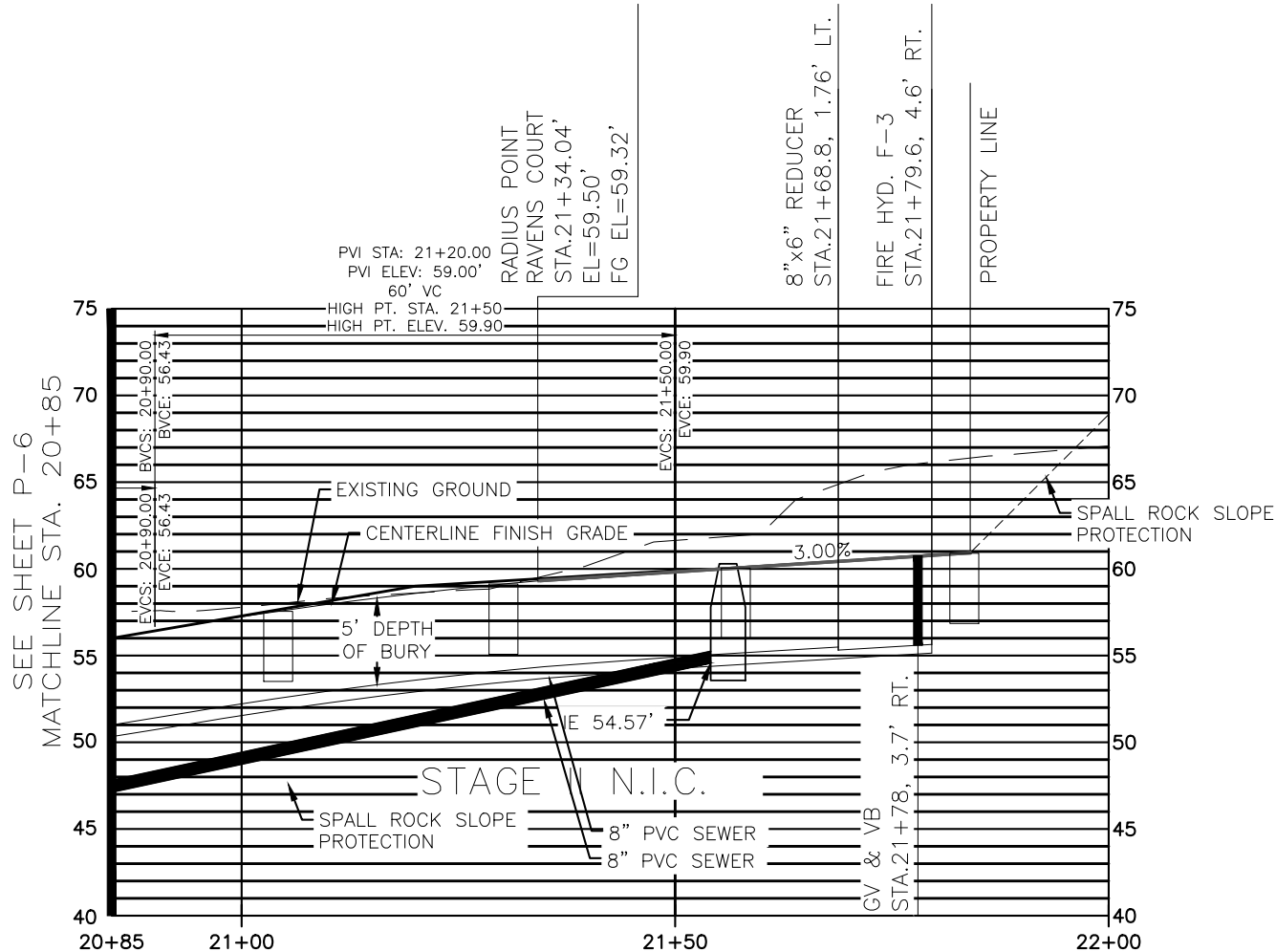
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RAVENWOOD SUBDIVISION

SHEET
U5
SHEET NO.
26 OF 64

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SCALE: HORZ. 1"=20
VERT. 1"=10

					SC-LE	GRAPHIC	MOORE ENGINEERING P.O. BOX 397 CRAIG, ALASKA 99921 (907) 530-7008	RAVENWOOD SUBDIVISION	SHEET U7 SHEET NO. 28 OF 64
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					DATE	September 30, 2024			
REV	DATE	BY	DESCRIPTION				TRACY MOORE, P.E.		
							REGISTERED PROFESSIONAL CIVIL ENGINEER		

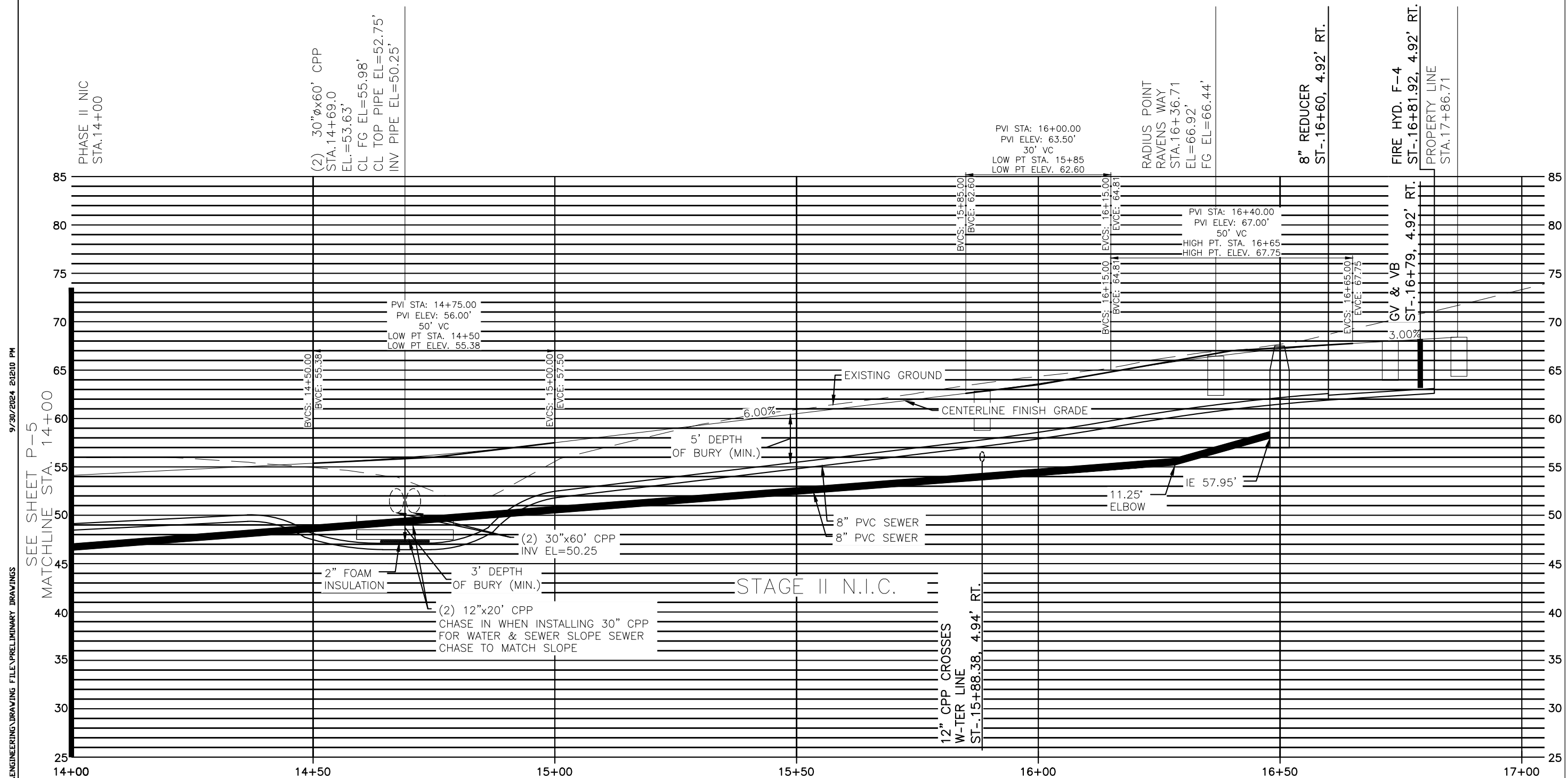
PAD EL=70.5'



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SHEET
U8
SHEET NO.
29 OF 64



SCALE: HORZ. 1"=20'
VERT. 1"=10'

11/2024 JDBS RAVENWOOD					SCALE <u>GRAPHIC</u>	MOORE ENGINEERING P.O. BOX 397 CRAIG, ALASKA 99921 (907) 530-7008 <i>TRACY MOORE, P.E.</i> REGISTERED PROFESSIONAL CIVIL ENGINEER	RAVENWOOD SUBDIVISION			SHEET
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LEGEND

SURVEYED

UNSURVEYED

CENTERLINE

EASEMENT

EXISTING WATER LINE

EXISTING SEWER LINE

EXISTING ELECTRIC

EXISTING DRIVEWAY

EXISTING STORM DRAIN

EXISTING CREEK

EXISTING SEWER LINE

EXISTING WATER LINE

PROPOSED VALLEY GUTTER

PROPOSED CURB & GUTTER WITH CURB INLET

PROPOSED BACK SIDEWALK

PROPOSED CUT SLOPE

PROPOSED FILL SLOPE

PROPOSED STORMDRAIN

PROPOSED UNDERDRAIN

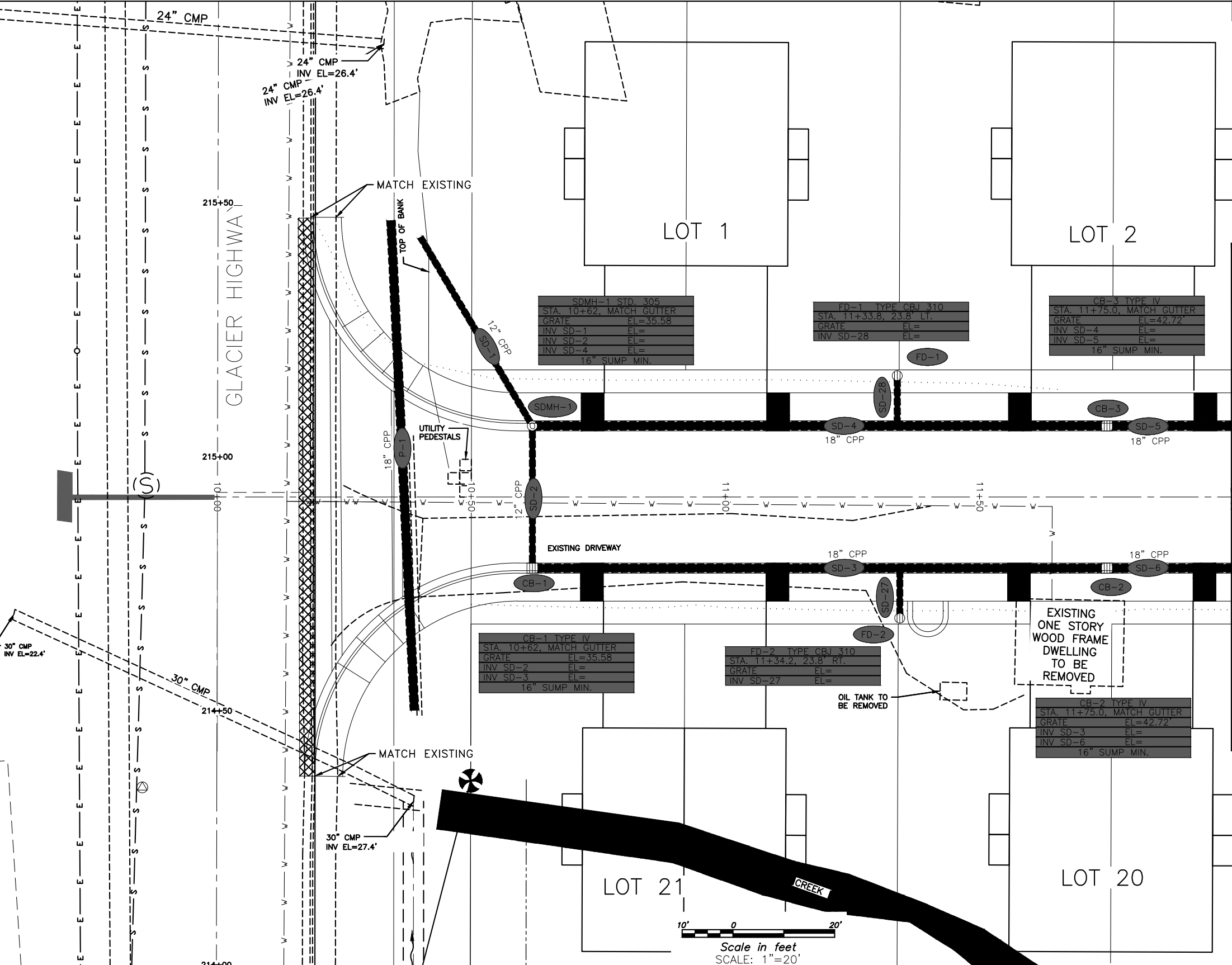
PROPOSED CATCH BASIN

PROPOSED AREA DRAIN

PROPOSED UNDERDRAIN

STORM QUANTITIES	
SIZE/TYPE	QUANTITY
18" CORRUGATED POLY.	370 LF
12" CORRUGATED POLY.	86 LF
TYPE IV CATCH BASIN	3 EA
TYPE CBJ 310 AREA DRAIN	2 EA
STD. 305 STORM DRAIN MH	1 EA

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REV	DATE	BY	DESCRIPTION		DATE	September 30, 2024



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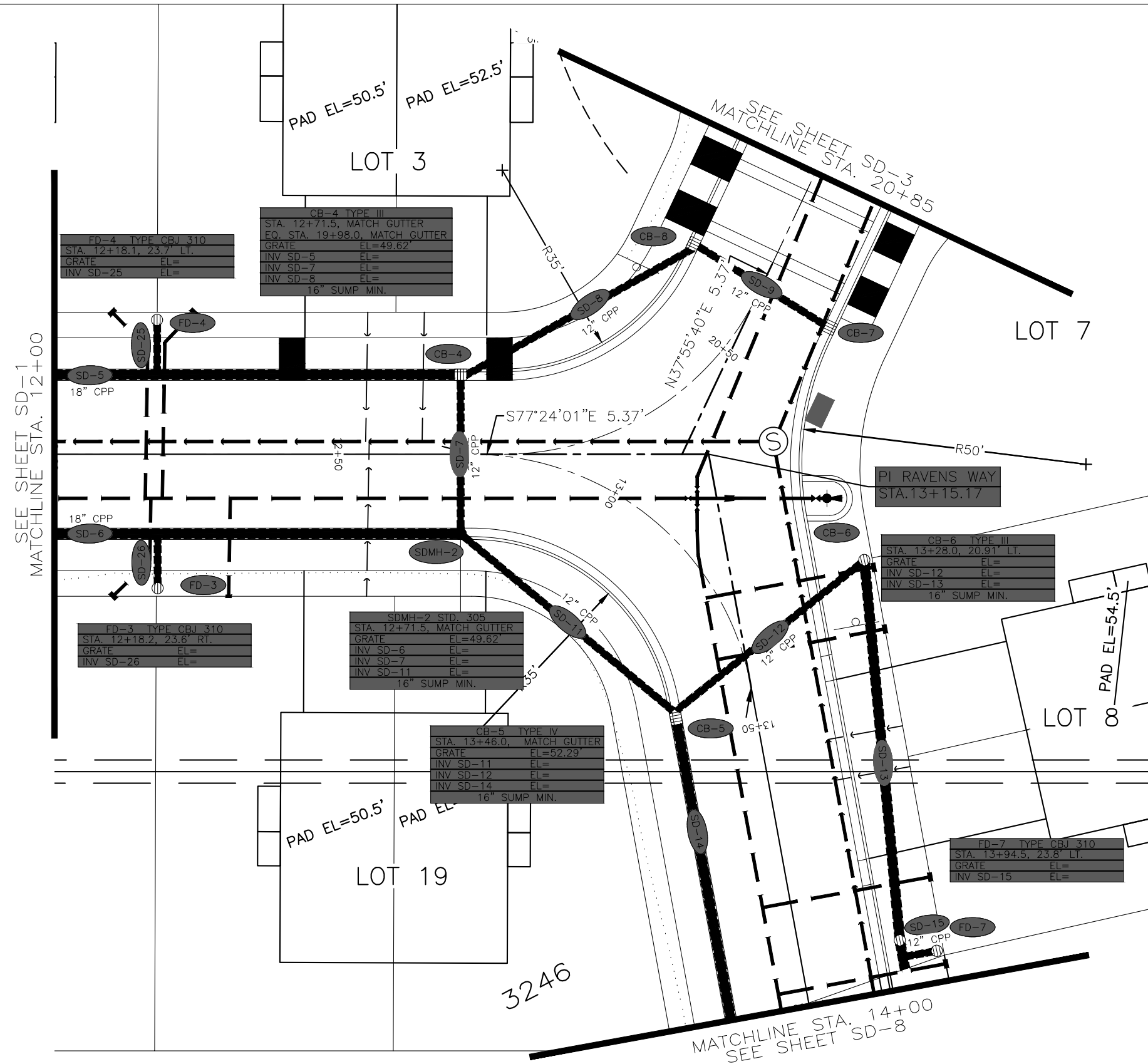
RAVENWOOD SUBDIVISION

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SHEET NO.	31 OF 64

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| | EXISTING SEWER LINE |
| | EXISTING ELECTRIC |
| | EXISTING DRIVEWAY |
| | EXISTING STORM DRAIN |
| | EXISTING CREEK |
| | EXISTING SEWER LINE |
| | EXISTING WATER LINE |
| | PROPOSED VALLEY GUTTER |
| | PROPOSED CURB & GUTTER
WITH CURB INLET |
| | PROPOSED BACK SIDEWALK |
| | PROPOSED CUT SLOPE |
| | PROPOSED FILL SLOPE |
| | PROPOSED STORMDRAIN |
| | PROPOSED UNDERDRAIN |
| | PROPOSED CATCH BASIN |
| | PROPOSED AREA DRAIN |
| | PROPOSED UNDERDRAIN |

STORM QUANTITIES	
SIZE/TYPE	QUANTITY
18" CORRUGATED POLY.	114 LF
12" CORRUGATED POLY.	317 LF
TYPE III CATCH BASIN	5 EA
TYPE IV CATCH BASIN	1 EA
TYPE CBJ 310 AREA DRAIN	3 EA
STD. 305 STORM DRAIN MH	1 EA



10' 0 20'

Scale in feet
SCALE: 1"=20'

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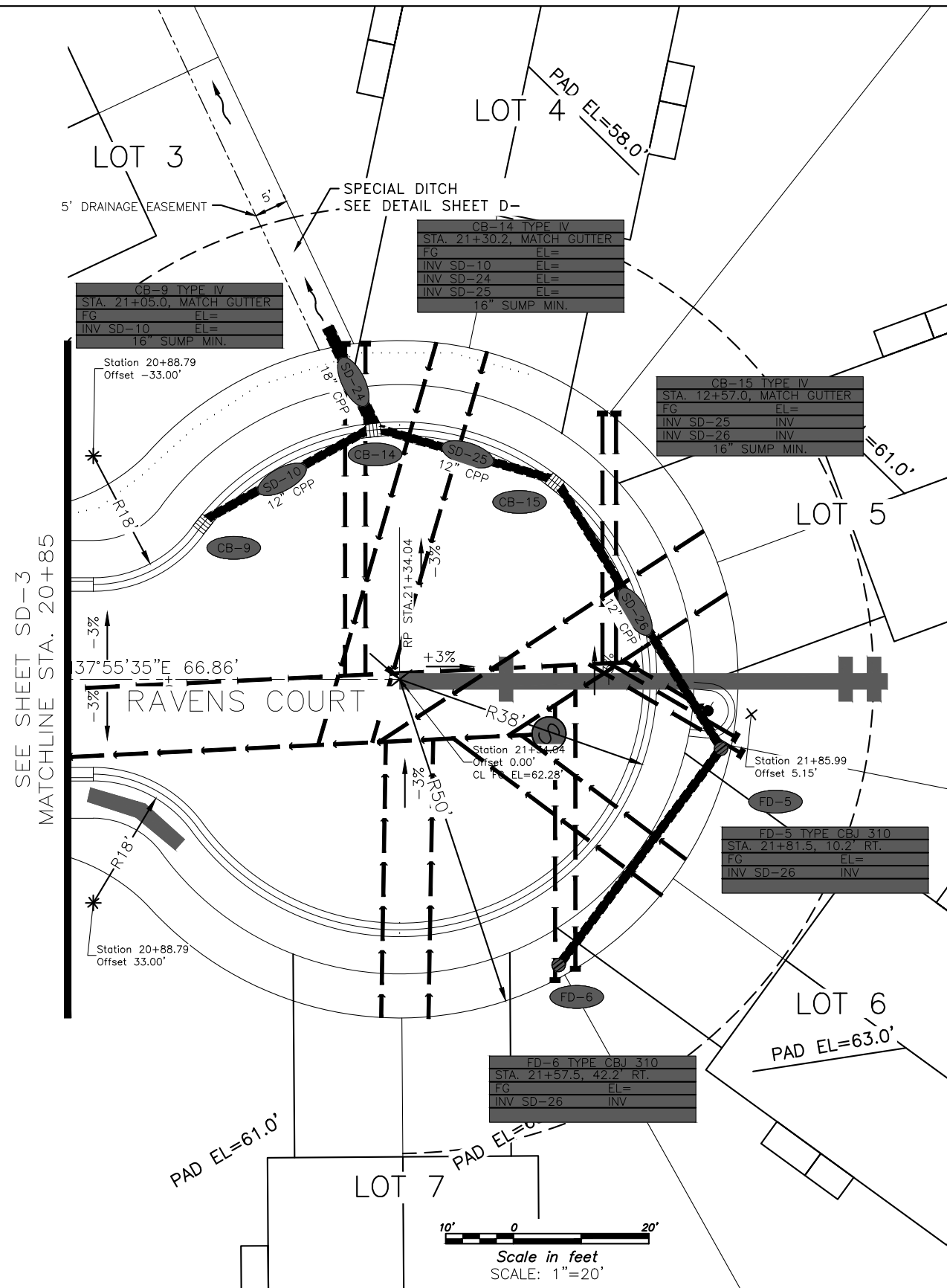
RAVENWOOD SUBDIVISION

SHEET
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SHEET NO.
2 OF 64

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| | EXISTING DRIVEWAY |
| | EXISTING STORM DRAIN |
| | EXISTING CREEK |
| | EXISTING SEWER LINE |
| | EXISTING WATER LINE |
| | PROPOSED VALLEY GUTTER |
| | PROPOSED CURB & GUTTER
WITH CURB INLET |
| | PROPOSED BACK SIDEWALK |
| | PROPOSED CUT SLOPE |
| | PROPOSED FILL SLOPE |
| | PROPOSED STORMDRAIN |
| | PROPOSED UNDERDRAIN |
| | PROPOSED CATCH BASIN |
| | PROPOSED AREA DRAIN |
| | PROPOSED UNDERDRAIN |

STORM QUANTITIES	
SIZE/TYPE	QUANTITY
12" CORRUGATED POLY.	150 LF
TYPE IV CATCH BASIN	3 EA
TYPE CBJ 310 AREA DRAIN	2 EA

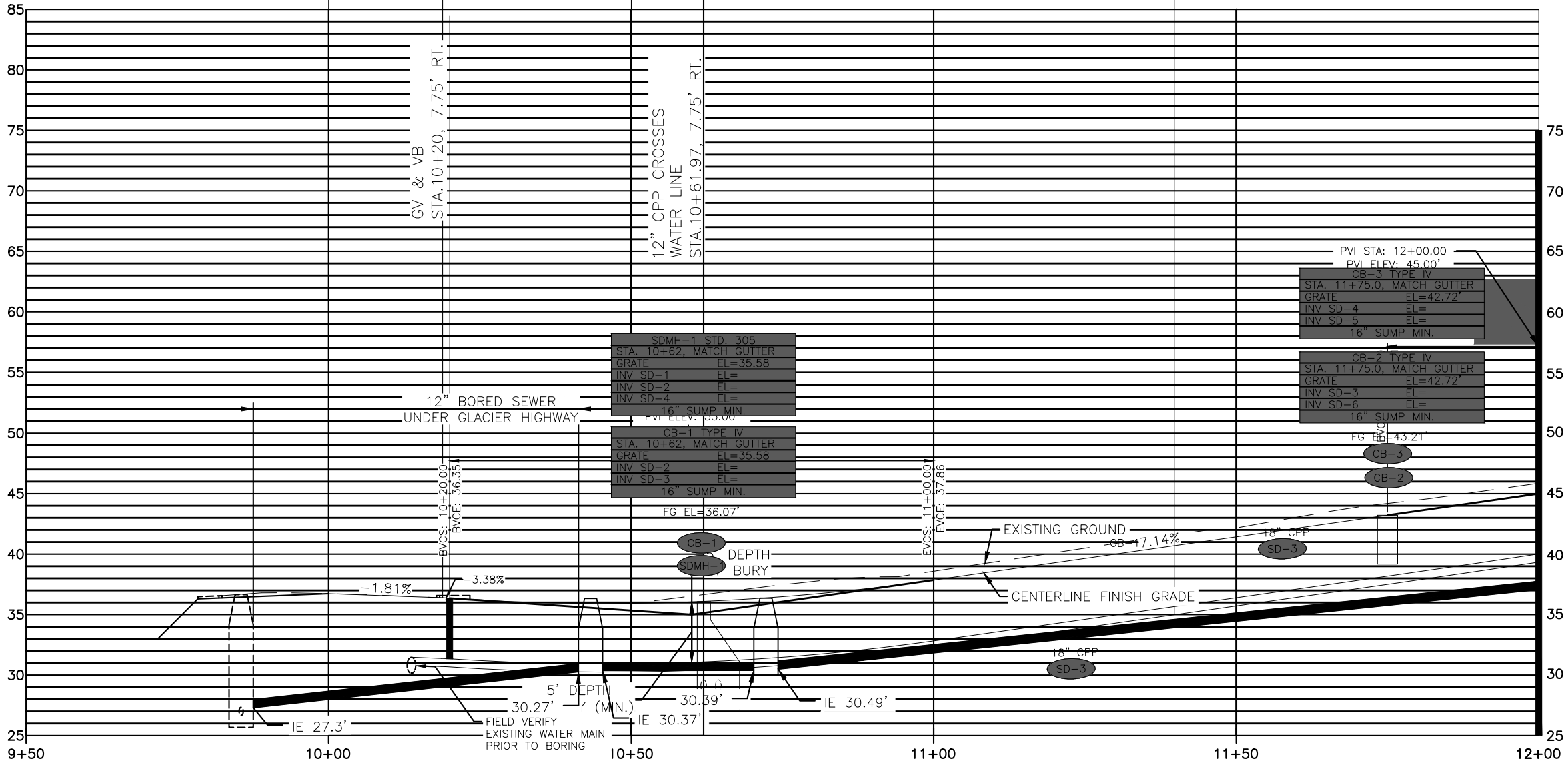


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REV	DATE	BY	DESCRIPTION	DATE <u>September 30, 2024</u>

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RAVENWOOD SUBDIVISION

SHEET
SD3
SHEET NO.
3 OF 64



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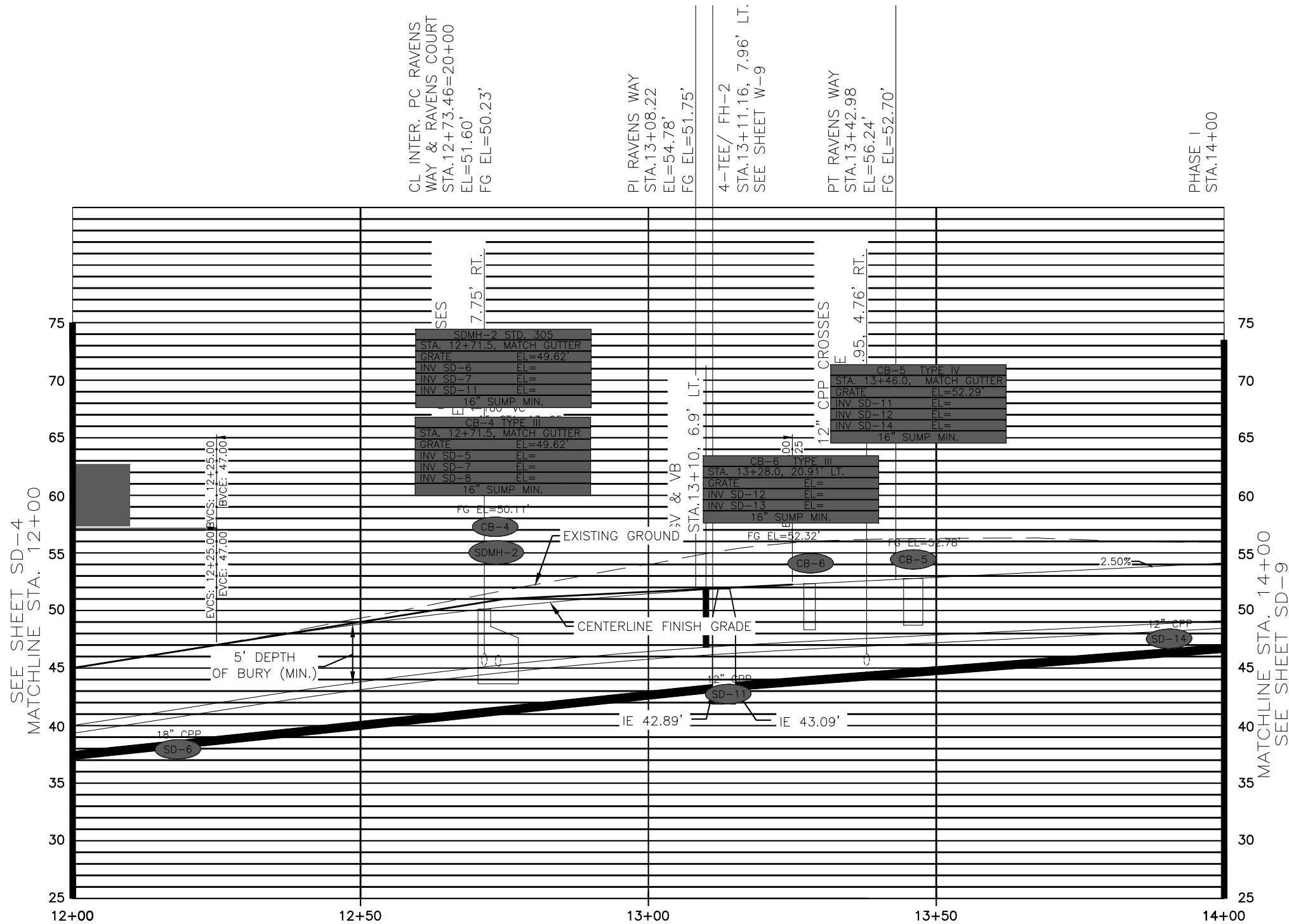
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RAVENWOOD SUBDIVISION

SHEET
SD4
SHEET NO.
34 OF 64

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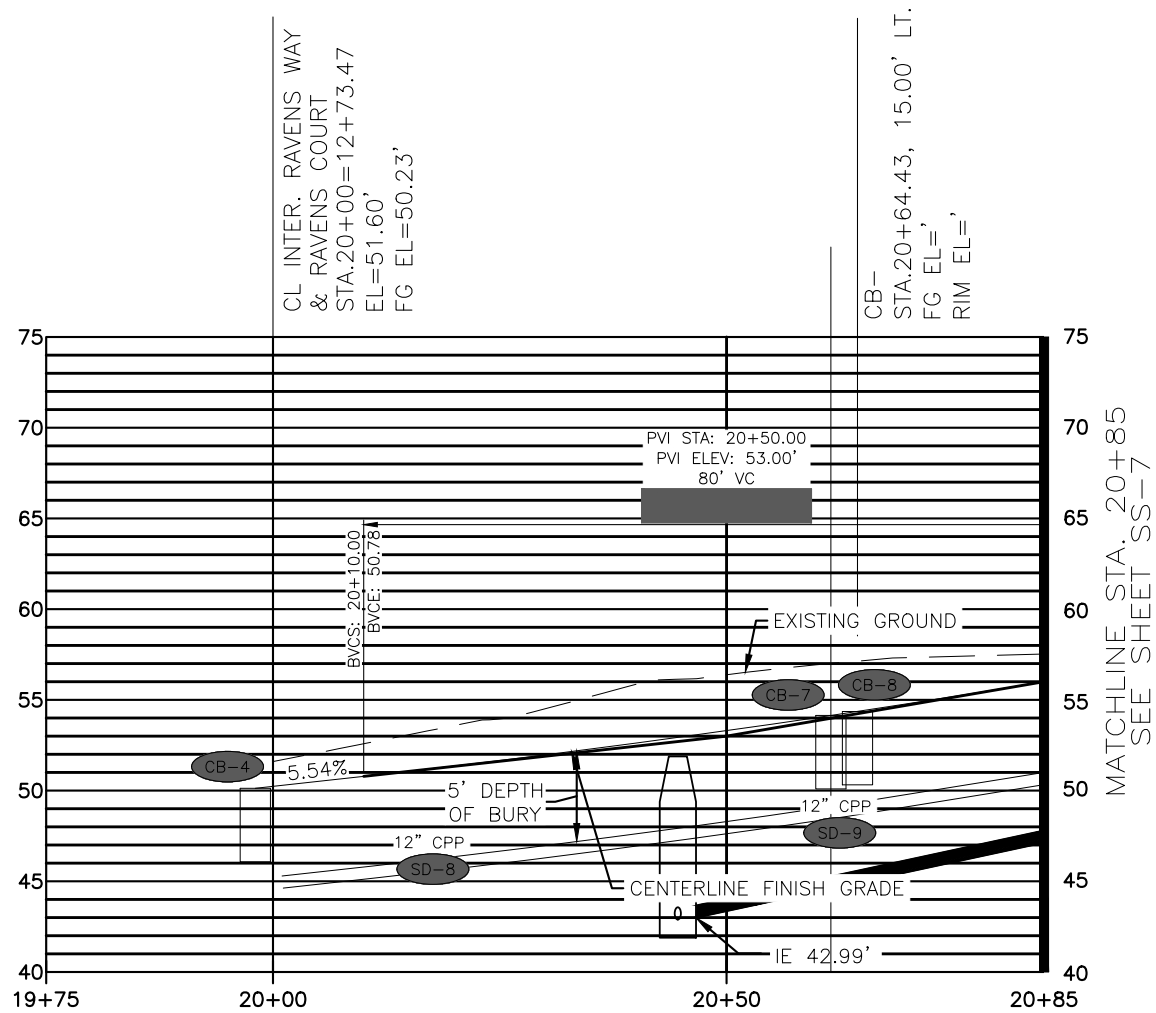
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SCALE: HORZ. 1"=20'
VERT. 1"=10'

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CB-4 TYPE IV			
STA.	19+98.0,	MATCH	GUTTER
FG		EL=	
INV	SD-8	EL=	
16" SUMP MIN.			

CB-7 TYPE IV			
STA.	20+61.5,	MATCH	GUTTER
FG		EL=	
INV	SD-9	EL=	
16" SUMP MIN.			

SCALE: HORZ. 1"=20'
VERT. 1"=10'

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REV	DATE	BY	DESCRIPTION	DATE	September 30, 2024	

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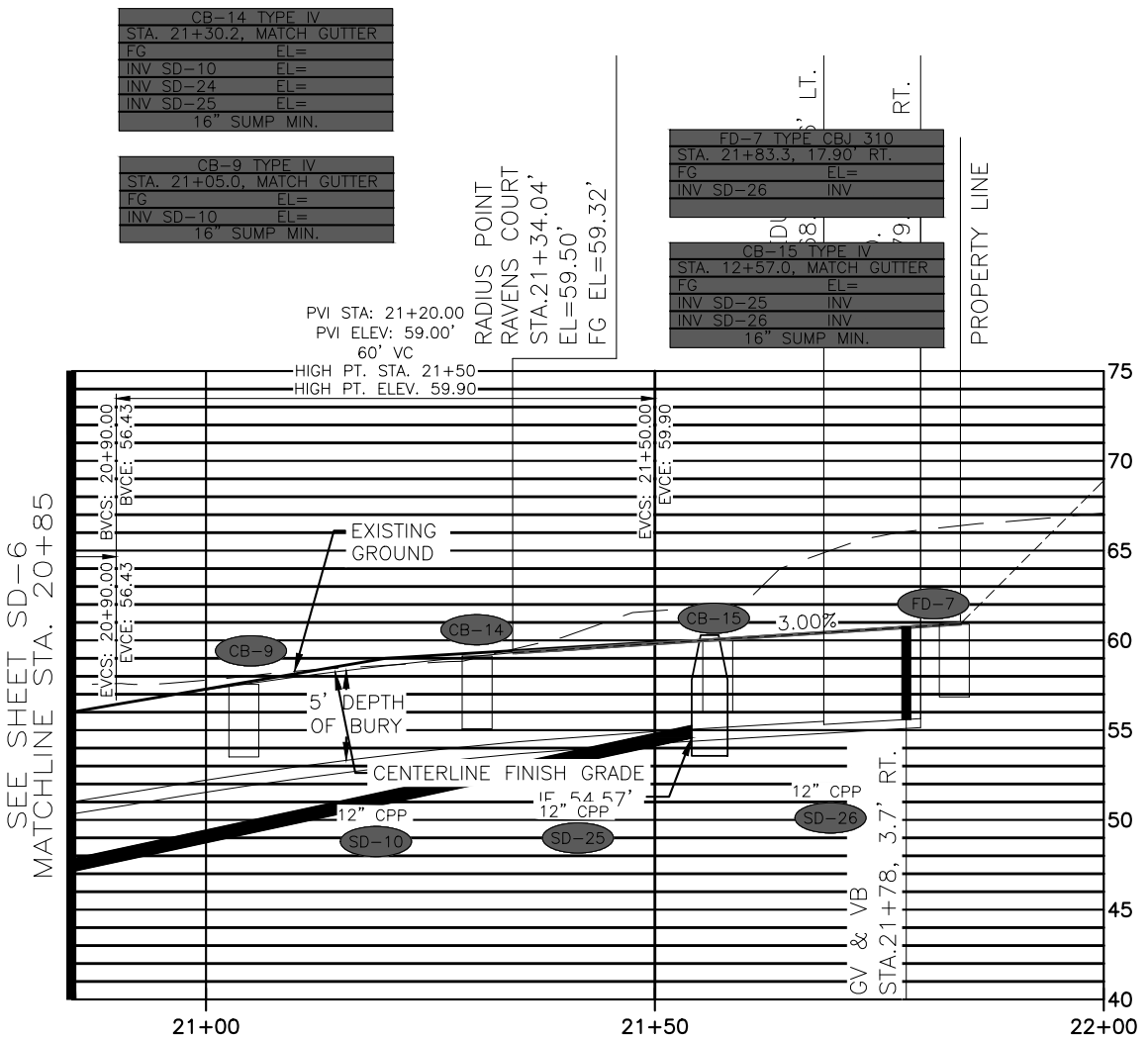
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RAVENWOOD SUBDIVISION

SHEET
SD6
SHEET NO.
36 OF 64

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SCALE: HORZ. 1"=20'
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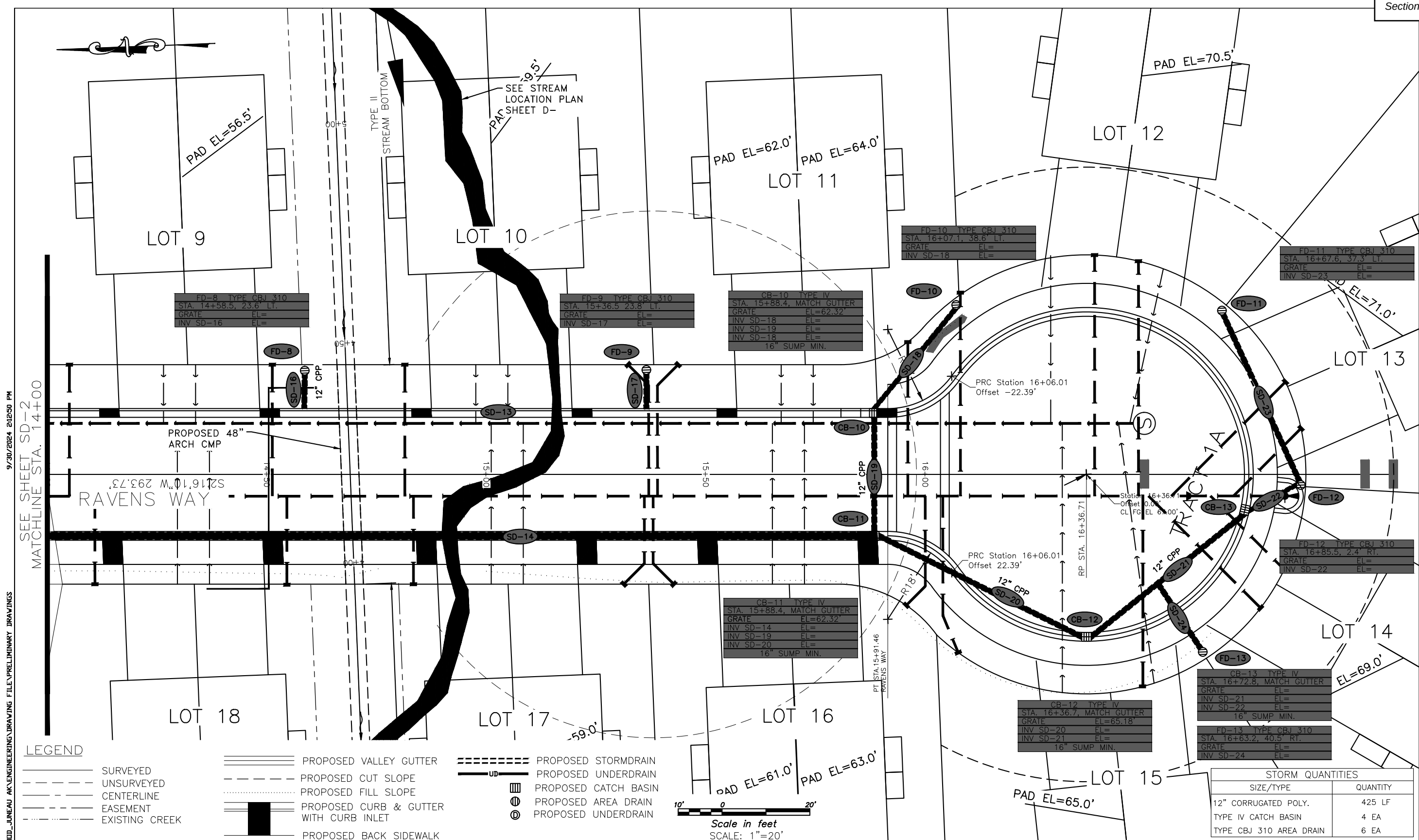
RAVENWOOD SUBDIVISION

SHEET

SD7

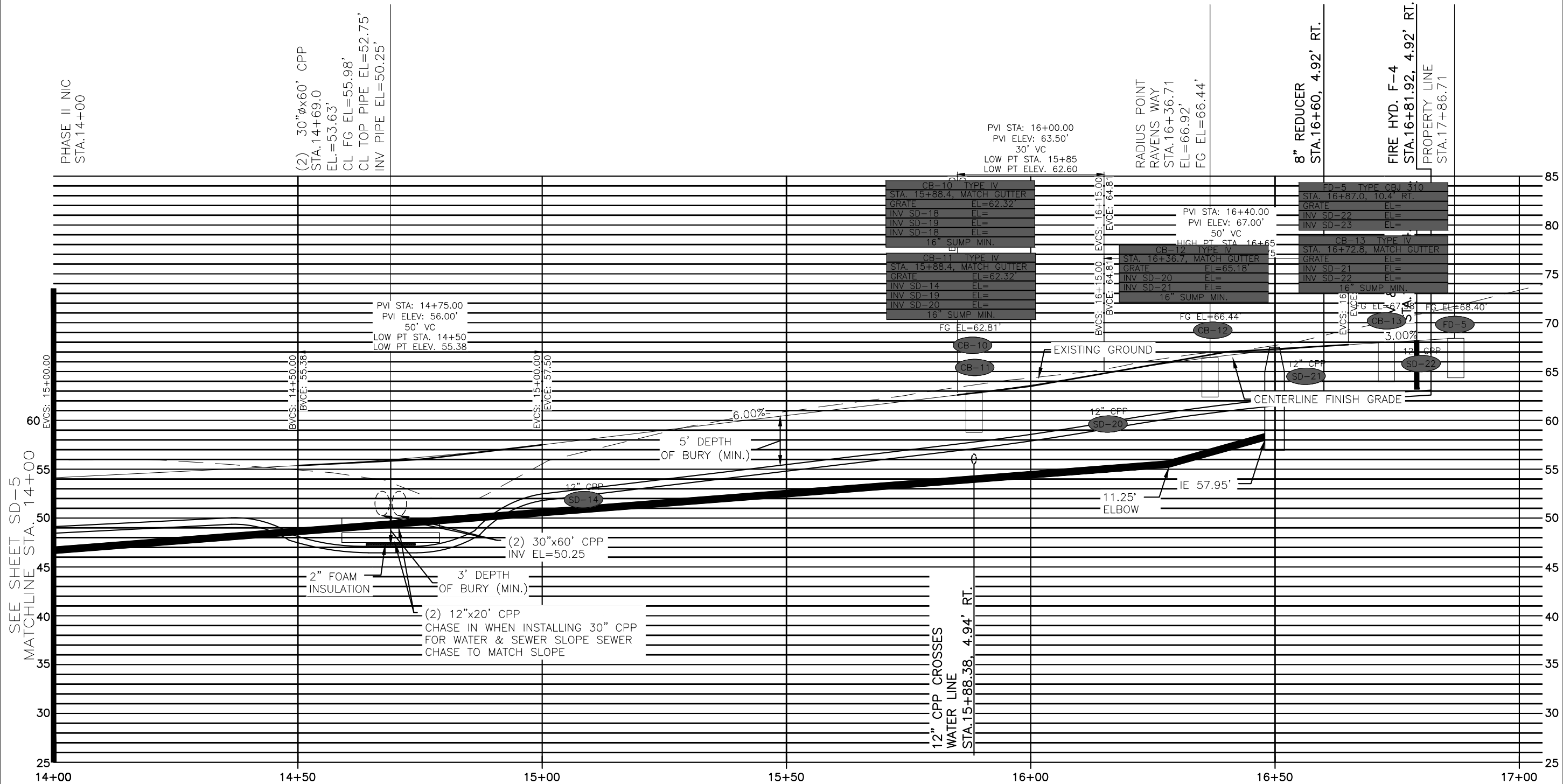
SHEET NO.
37 OF 64

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				SCALE	GRAPHIC	MOORE ENGINEERING P.O. BOX 397 CRAIG, ALASKA 99921 (907) 530-7008	RAVENWOOD SUBDIVISION		SHEET SD8	
				DESIGNED	####					TRACY MOORE, P.E. REGISTERED PROFESSIONAL CIVIL ENGINEER
				DRAWN	####					
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				DATE	September 30, 2024					
REV	DATE	BY	DESCRIPTION						SHEET NO. 38 OF 64	

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DATE	September 30, 2024

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REGISTERED PROFESSIONAL CIVIL ENGINEER

RAVENWOOD SUBDIVISION

SHEET	SD9
SHEET NO.	39 OF 64

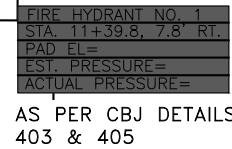
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DATE September 30, 2024

RAVENWOOD SUBDIVISION

1. ALL WATER SERVICE LINES TO BE 1" AND BE BURIED A MINIMUM OF 5' BELOW FINISHED GRADE.
2. ALL CONNECTIONS SHALL BE BOLTED WITH FLANGE JOINTS AS PER CBJ STANDARDS.
3. LOCATION OF AIR RELEASE VALVE TO BE SELECTED BY CBJ.
4. HIRE HYDRANT PRESSURES ESTABLISHED FROM MAINLINE PRESSURE AT 63 psi PER CBJ INFORMATION USING MANNING LOSS EQUATION.



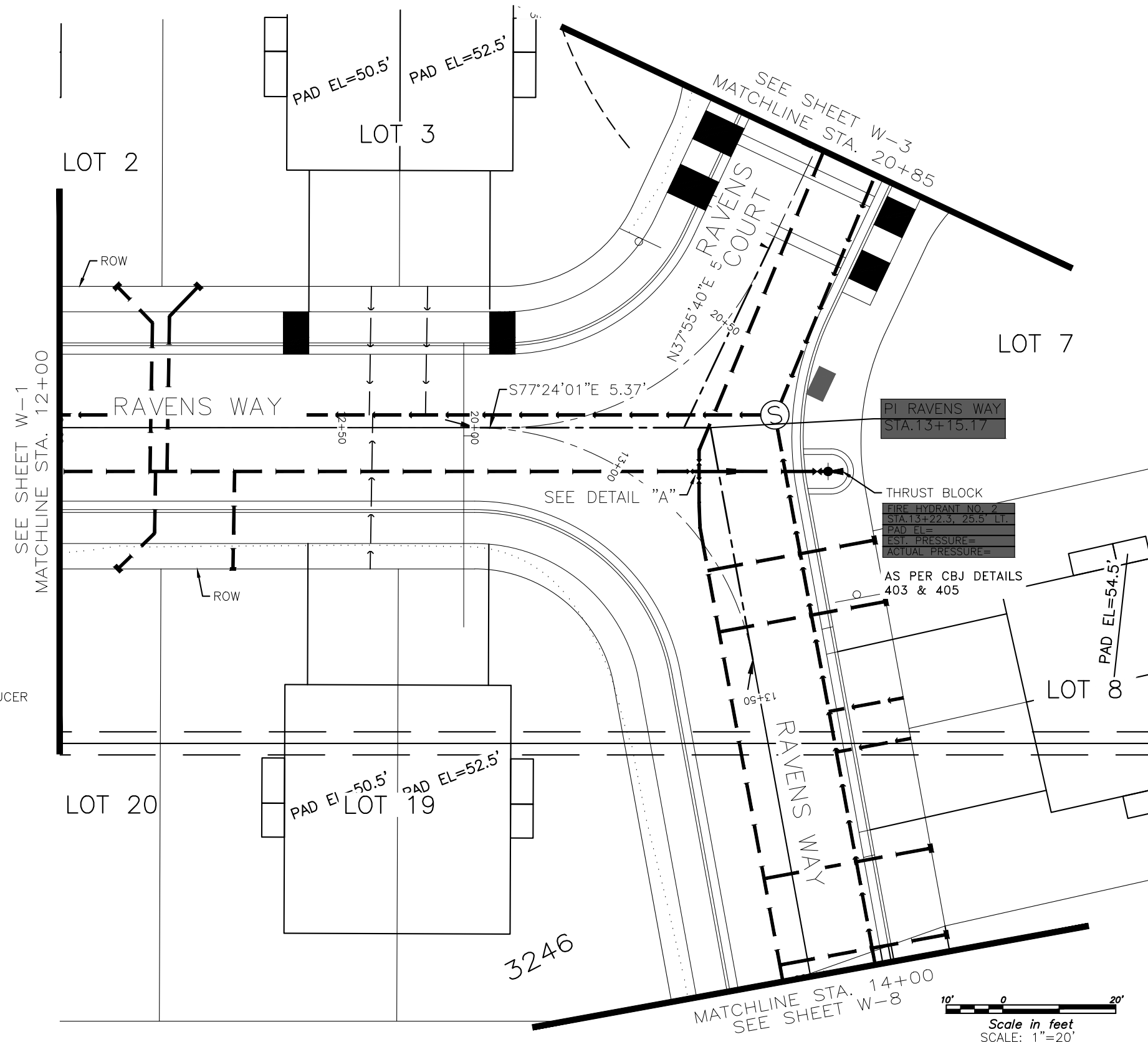
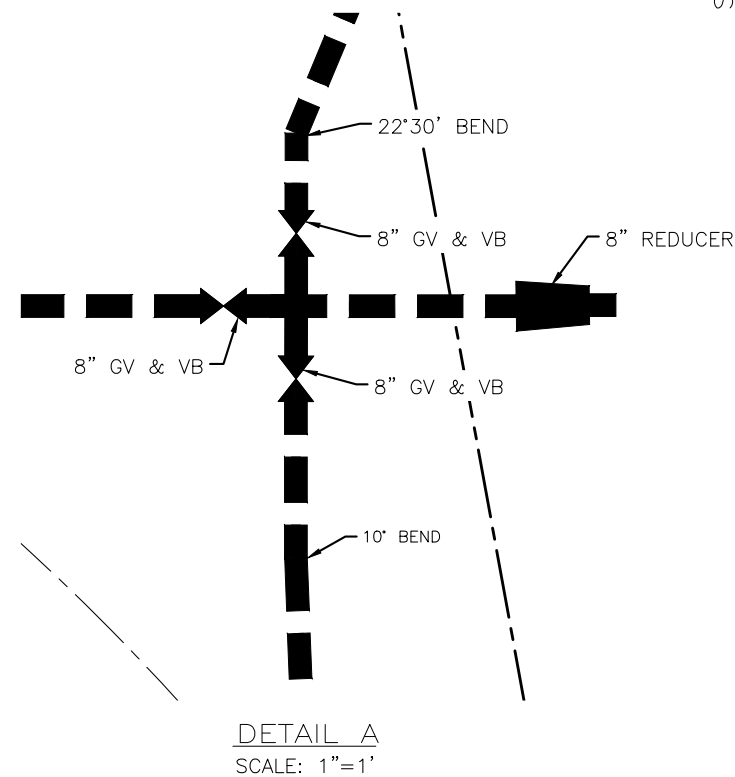
10' 0 20'

Scale in feet
SCALE: 1"=20'

LEGEND

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| | EXISTING CREEK |
| | PROPOSED VALLEY GUTTER |
| | PROPOSED CURB & GUTTER
WITH CURB INLET |
| | PROPOSED BACK SIDEWALK |
| | PROPOSED CUT SLOPE |
| | PROPOSED FILL SLOPE |
| | PROPOSED 8" DI WATER LINE |
| | PROPOSED 1" WATER LINE SERVICE |
| | PROPOSED WATER VALVE |
| | PROPOSED FIRE HYDRANT |
| | PROPOSED THRUST BLOCK |

WATER QUANTITIES	
SIZE/TYPE	QUANTITY
8" HDPE	295 LF
1" TYPE "K" SERVICE LINE	270 LF
FIRE HYDRANT	1 EA
WATER METER	8 EA
MAINLINE VALVE	3 EA



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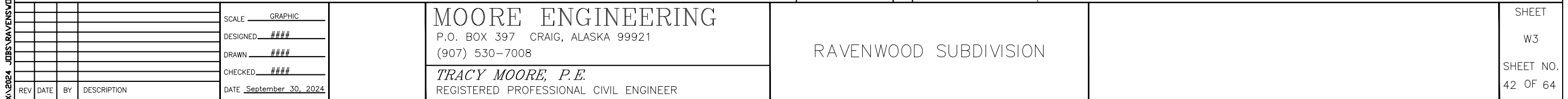
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DATE September 30, 2024

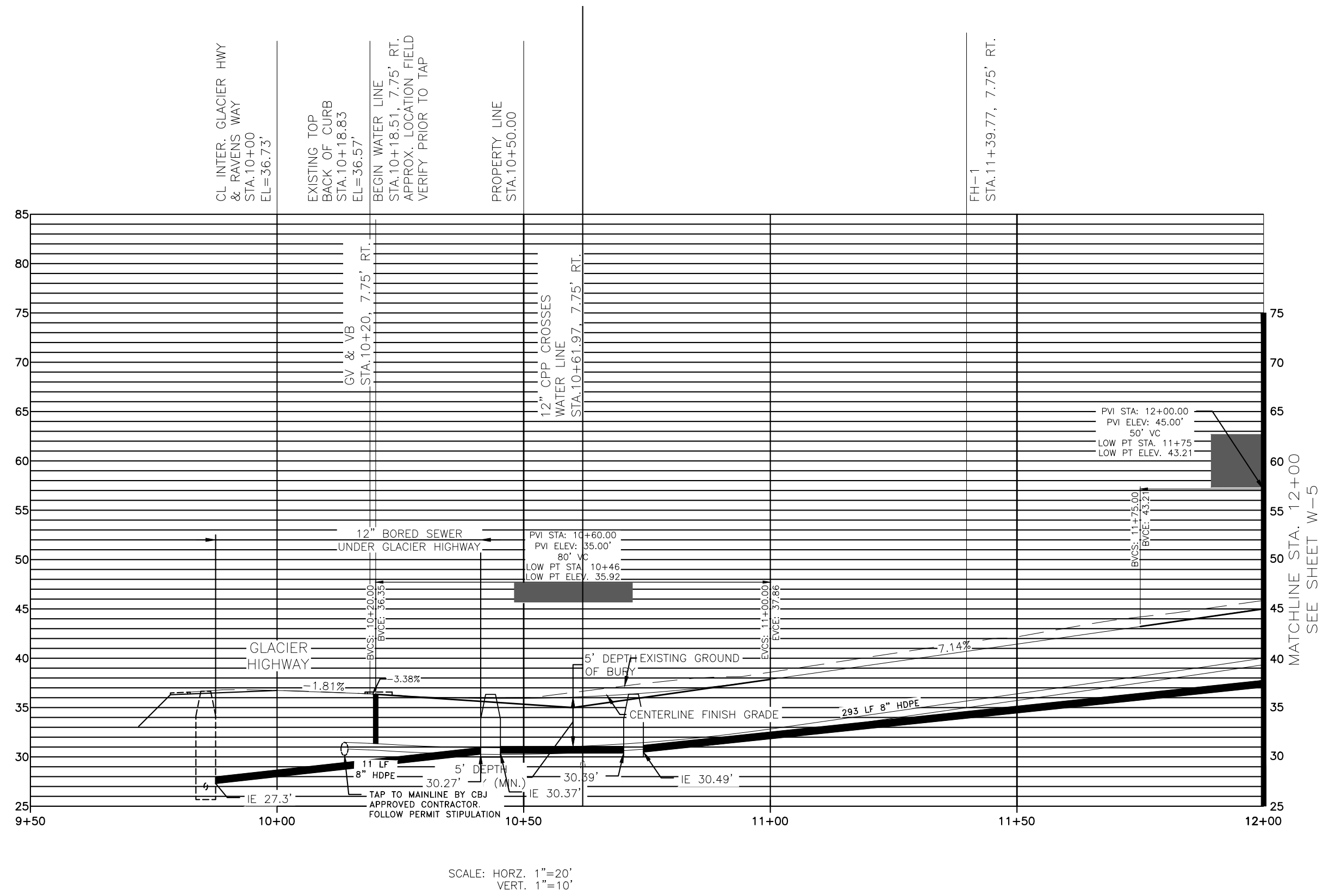
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--

RAVENWOOD SUBDIVISION

SHEET
W2
HEET NO.
1 OF 64

WATER QUANTITIES	
SIZE/TYPE	QUANTITY
8" HDPE	70 LF
1" TYPE "K" SERVICE LINE	400 LF
FIRE HYDRANT	1 EA
WATER METER	8 EA
MAINLINE VALVE	1 EA

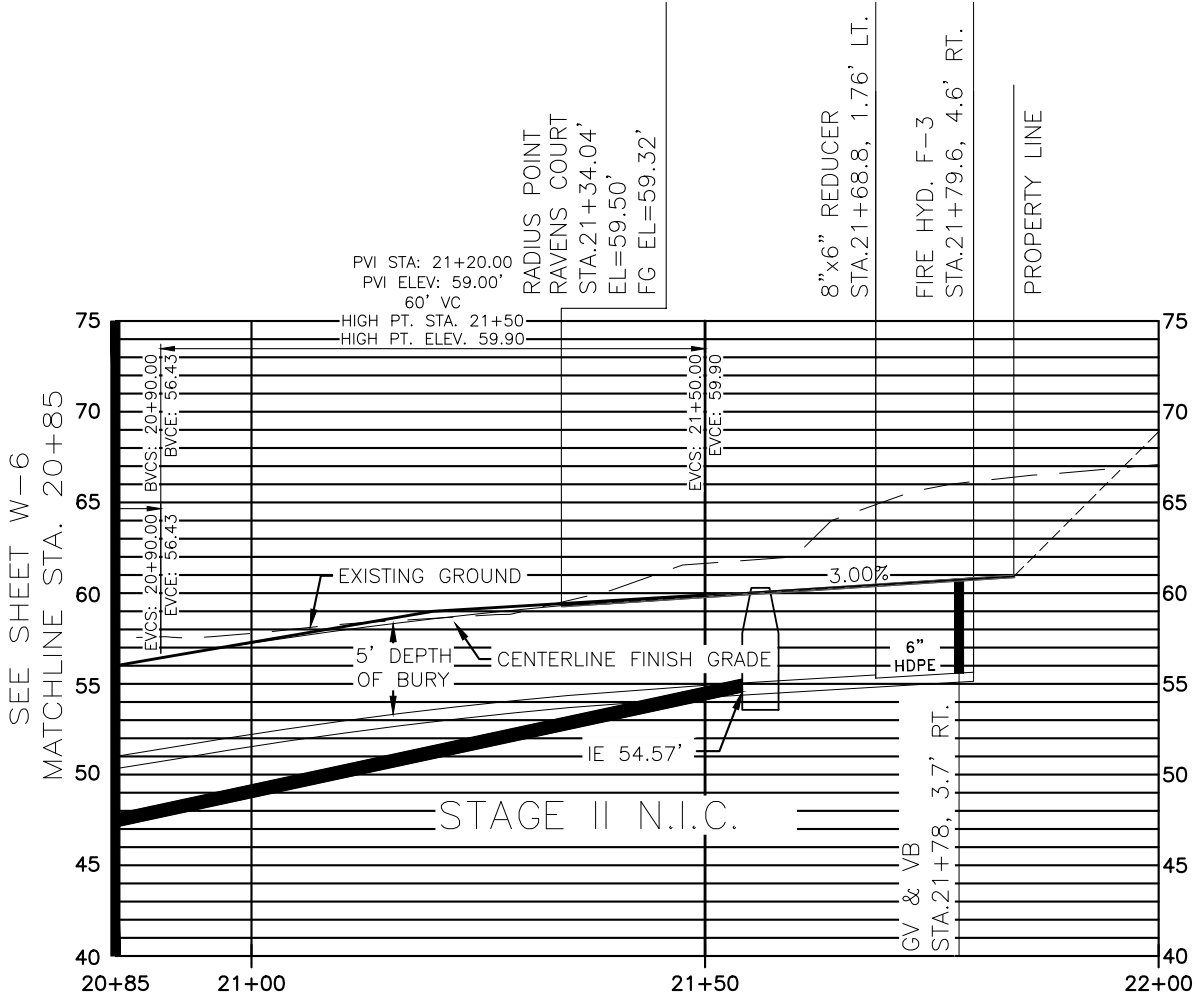




11/2024 JOBS RAVENWOOD					SCALE <u>GR-PHIC</u>	MOORE ENGINEERING P.O. BOX 397 CRAIG, ALASKA 99921 (907) 530-7008	RAVENWOOD SUBDIVISION			SHEET
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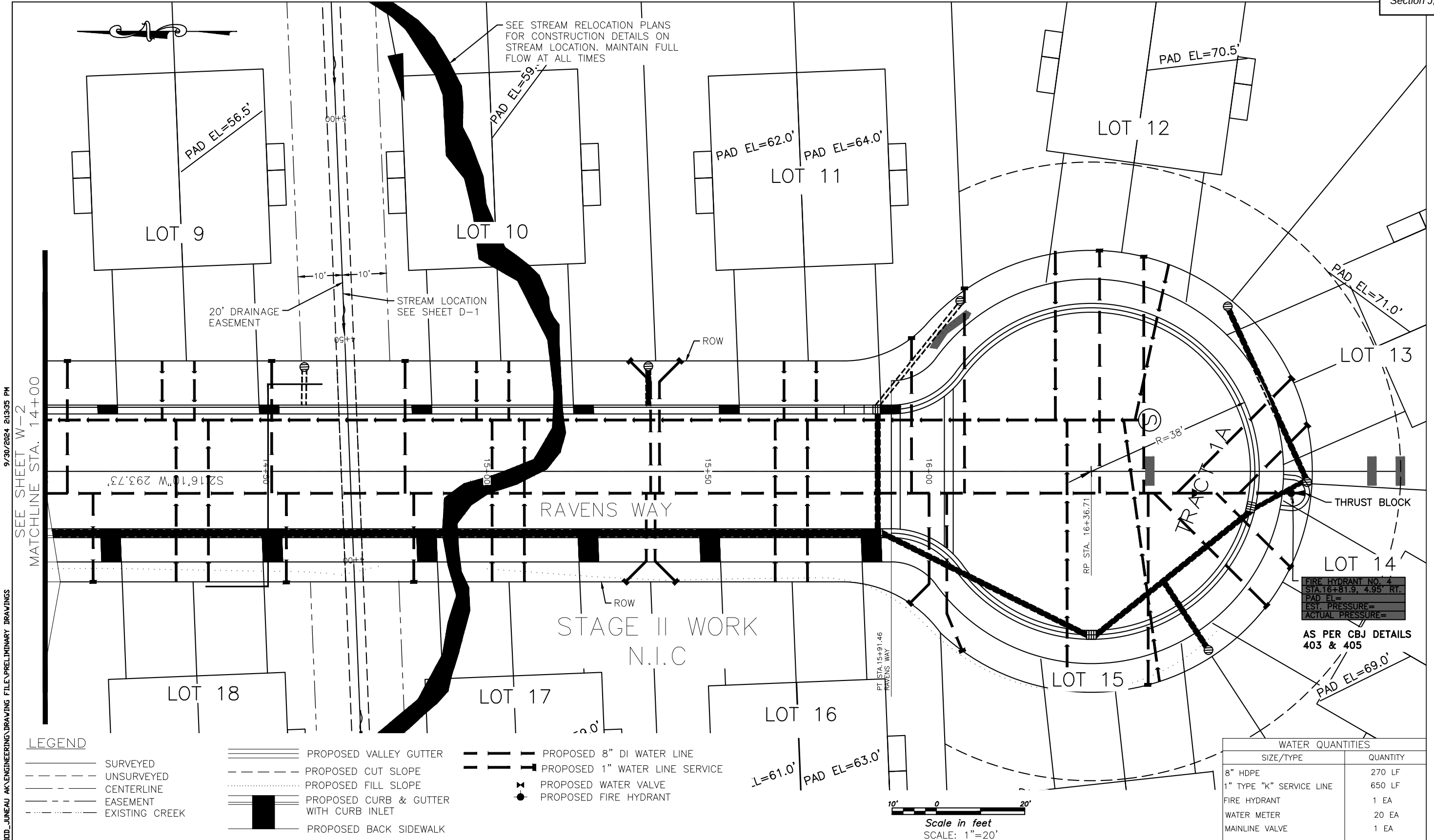
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SCALE: HORZ. 1"=20'
VERT. 1"=10'

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					DATE <u>September 30, 2024</u>				
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MATCHLINE STA. 14+00

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				DATE	September 30, 2024

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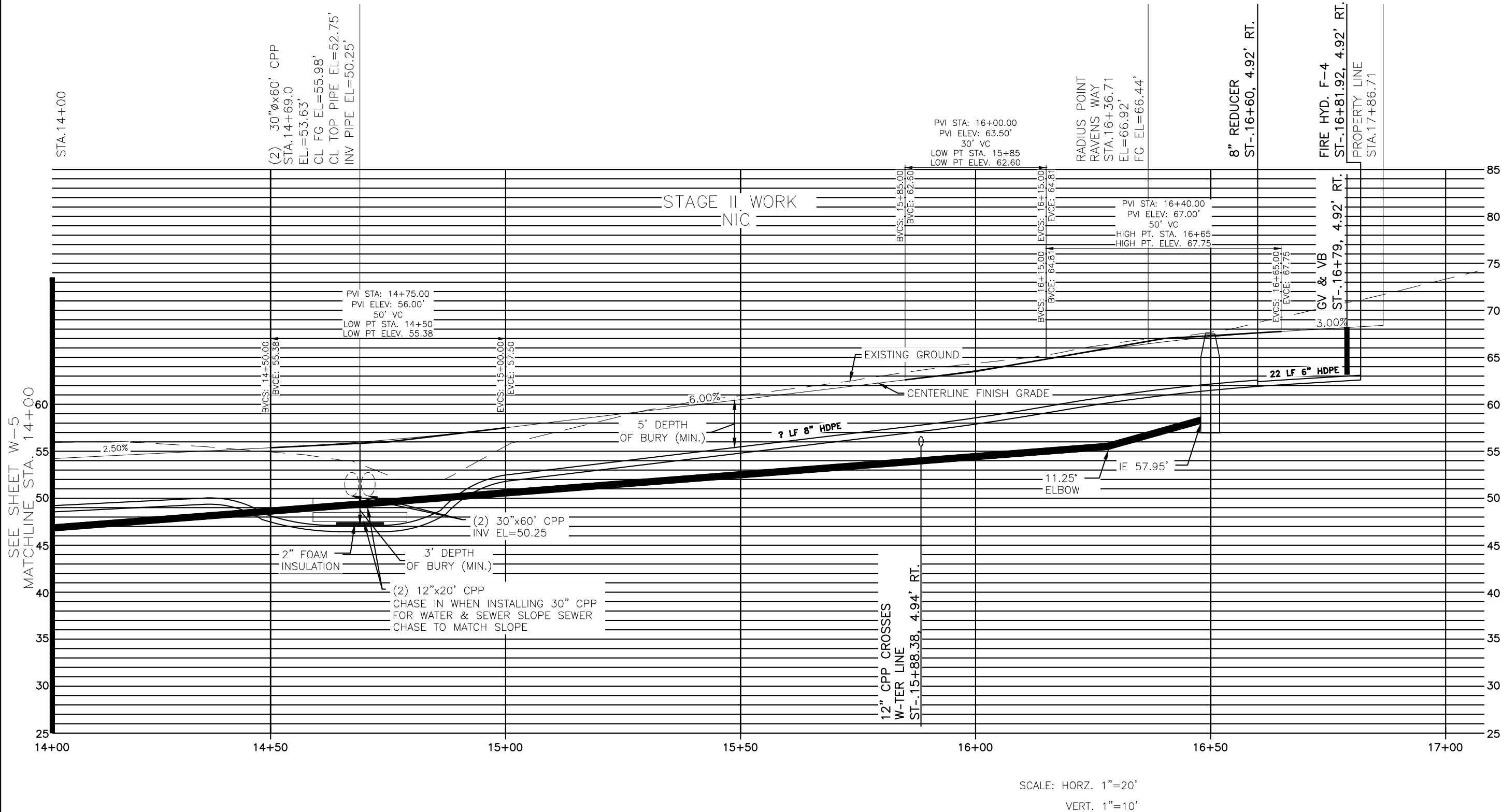
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REGISTERED PROFESSIONAL CIVIL ENGINEER

RAVENWOOD SUBDIVISION

SHEET
W8
SHEET NO.
47 OF 64

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DATE	September 30, 2024

MOORE ENGINEERING
P.O. BOX 397 CRAIG, ALASKA 99921
(907) 530-7008

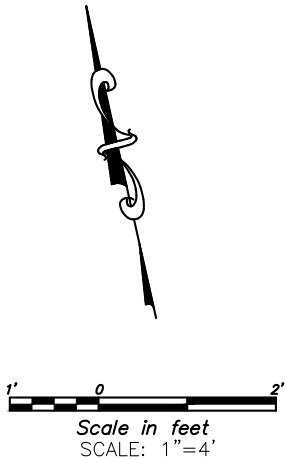
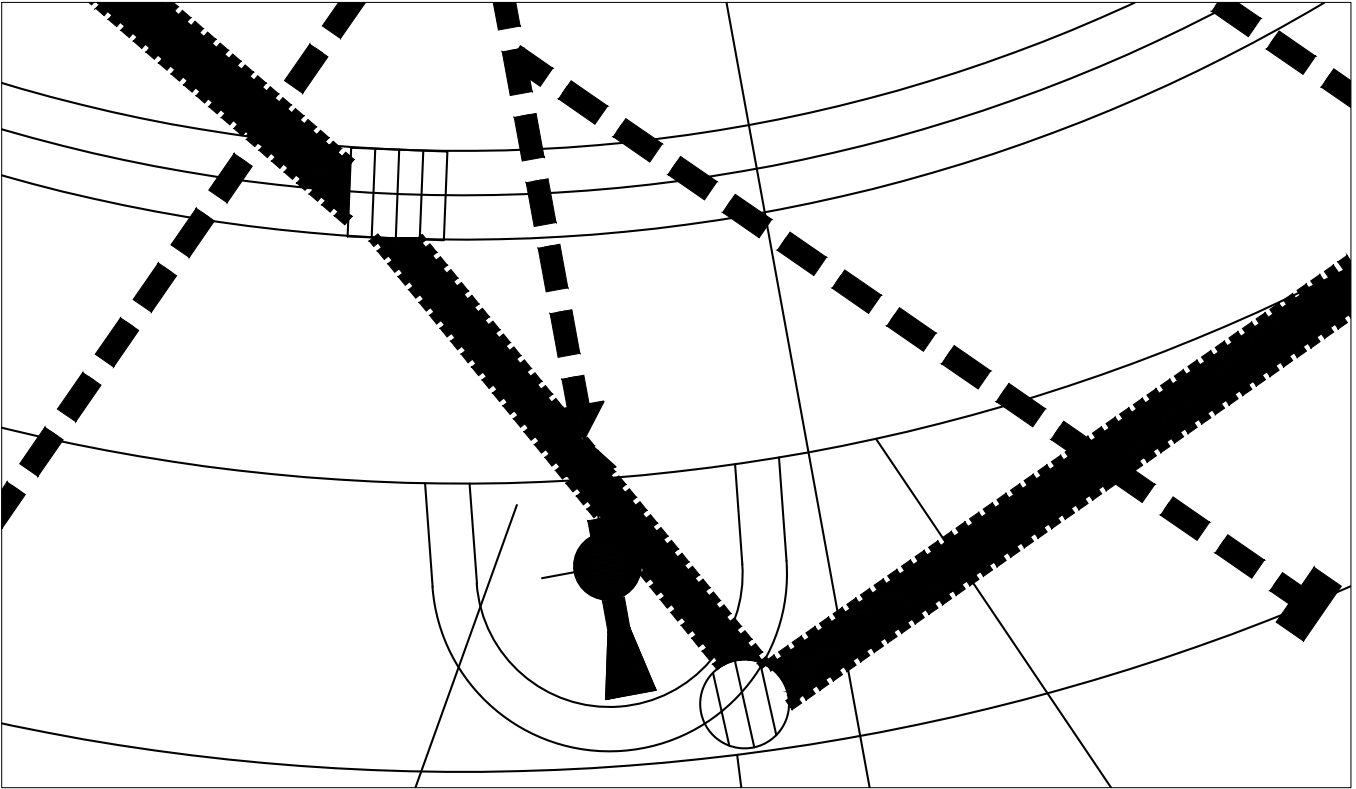
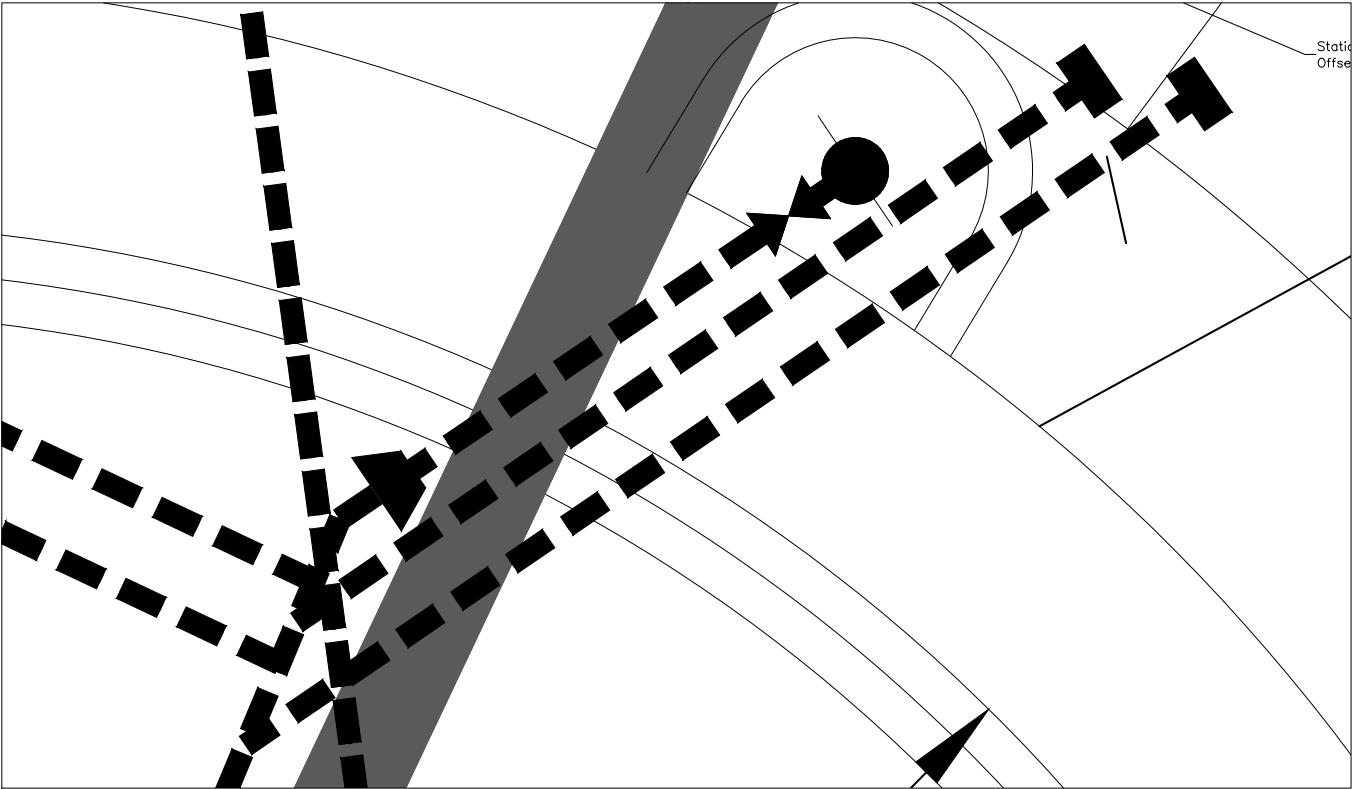
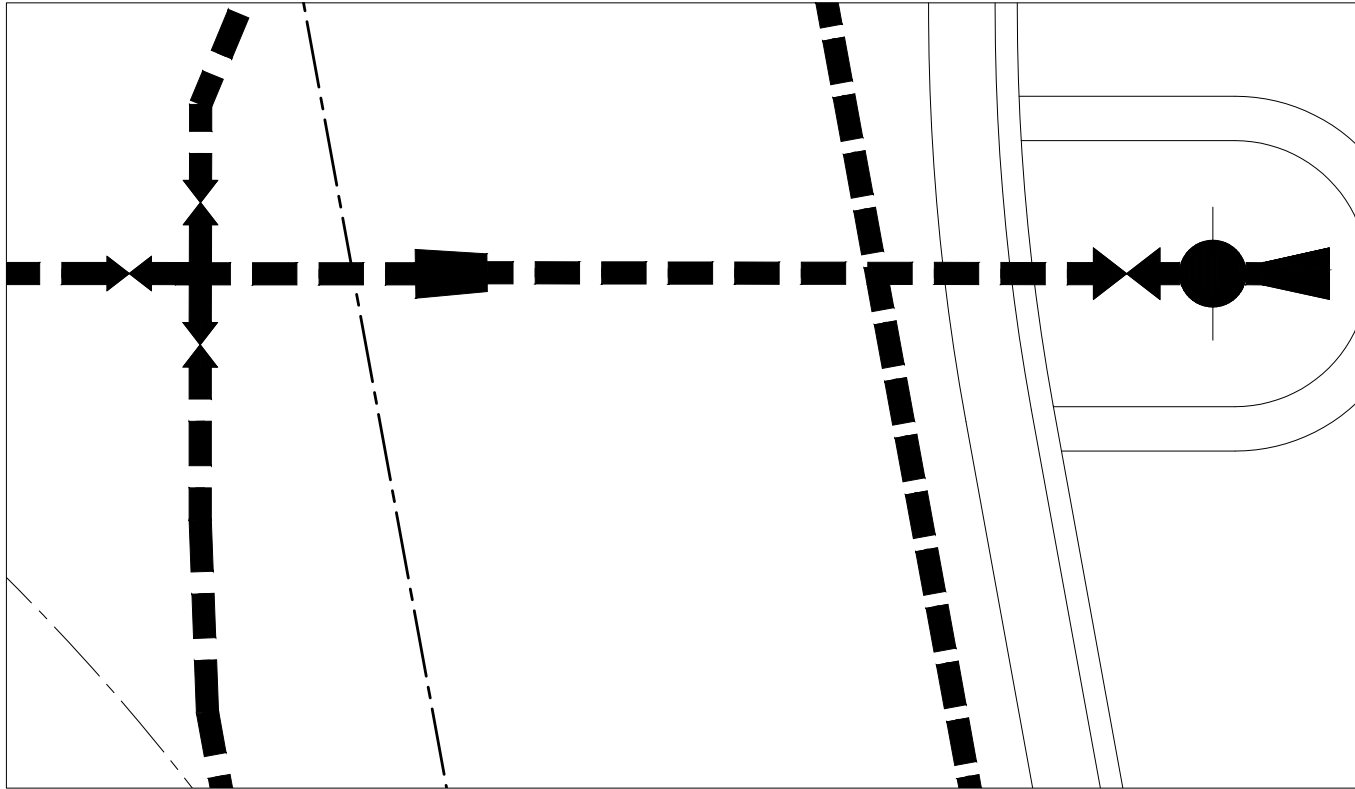
TRACY MOORE, P.E.
REGISTERED PROFESSIONAL CIVIL ENGINEER

RAVENWOOD SUBDIVISION

SHEET	W9
SHEET NO.	48 OF 64

9/30/2024 2:13:46 PM

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MOORE ENGINEERING

P.O. BOX 397 CRAIG, ALASKA 99921

(907) 530-7008

TRACY MOORE, P.E.

REGISTERED PROFESSIONAL CIVIL ENGINEER

RAVENWOOD SUBDIVISION

SHEET
W10
SHEET NO.
49 OF 64

PHASE 1 — RAVENS WAY WATER SERVICE LOCATION TABLE
EXISTING 16" WATER STA.10+13.68 EL='
GV & VB STA.10+20.22, 7.75' RT. EL='
SERVICE LOT 1 STA.10+78, 7.75' RT.
SERVICE LOT 21 STA.10+80, 7.75' RT.
SERVICE LOT 1 STA.11+32, 7.75' RT.
SERVICE LOT 21 STA.11+33, 7.75' RT.
SERVICE LOT 2 STA.11+35, 7.75' RT.
SERVICE LOT 22 STA.11+36, 7.75' RT.
SERVICE LOT 2 STA.12+16, 7.75' RT.
SERVICE LOT 20 STA.12+17, 7.75' RT.
SERVICE LOT 3 STA. 12+19, 7.75' RT.
SERVICE LOT 19 STA.12+20, 7.75' RT.
SERVICE LOT 7 STA.13+22, 0.72' RT.
SERVICE LOT 8 STA.13+25, 1.92' RT.
SERVICE LOT 8 STA. 13+94, 4.98' RT.
SERVICE LOT 9 STA.13+97, 4.98' RT.
SERVICE LOT 10 STA.14+97.6, 11.6' LT.
SERVICE LOT 17 STA.15+01.1, 11.6' LT.
SERVICE LOT 10 STA.15+04.9, 11.6' LT.
SERVICE LOT 17 STA.15+08.4, 11.6' LT.

PHASE 1 – RAVENS COURT WATER SERVICE LOCATION TABLE	
SERVICE LOT 3	
STA.21+26, 0.6' LT.	
SERVICE LOT 4	
STA.21+29, 0.7' LT.	
SERVICE LOT 7	
STA.21+57, 2.0' LT.	
SERVICE LOT 6	
STA.21+60, 2.1' LT.	
SERVICE LOT 6	
STA.21+62, 2.2' LT.	
SERVICE LOT 4	
STA.21+65, 2.3' LT.	
SERVICE LOT 5	
STA.21+65, 2.4' LT.	
SERVICE LOT 5	
STA.21+66, 2.4' LT.	

PH-SE II - R- ENS W-Y	W-TER SERVICE	LOC-TION	T-BLE
SERVICE LOT 18	ST-.14+05,	4.98' RT.	
SERVICE LOT 9	ST-.14+65,	4.98' RT.	
SERVICE LOT 18	ST-.14+66,	4.98' RT.	
SERVICE LOT 10	ST-.14+72,	4.79' RT.	
SERVICE LOT 17	ST-.14+73,	4.97 RT.	
SERVICE LOT 17	ST-.15+36,	4.95' RT.	
SERVICE LOT 10	ST-.15+37,	4.95' RT.	
SERVICE LOT 16	ST-.15+38,	4.95 RT.	
SERVICE LOT 11	ST-.15+39,	4.95 RT.	
SERVICE LOT 16	ST-.16+00,	4.94' RT.	
SERVICE LOT 15	ST-.16+04,	4.94 RT.	
SERVICE LOT 11	ST-.16+06,	4.94 RT.	
SERVICE LOT 12	ST-.16+08,	4.94 RT.	
SERVICE LOT 12	ST-.16+42,	4.93' RT.	
SERVICE LOT 12	ST-.16+45,	4.93' RT.	
SERVICE LOT 15	ST-.16+63,	4.92' RT.	
SERVICE LOT 14	ST-.16+65,	4.92' RT.	
SERVICE LOT 13	ST-.16+67,	4.92' RT.	
SERVICE LOT 14	ST-.16+70,	4.92' RT.	

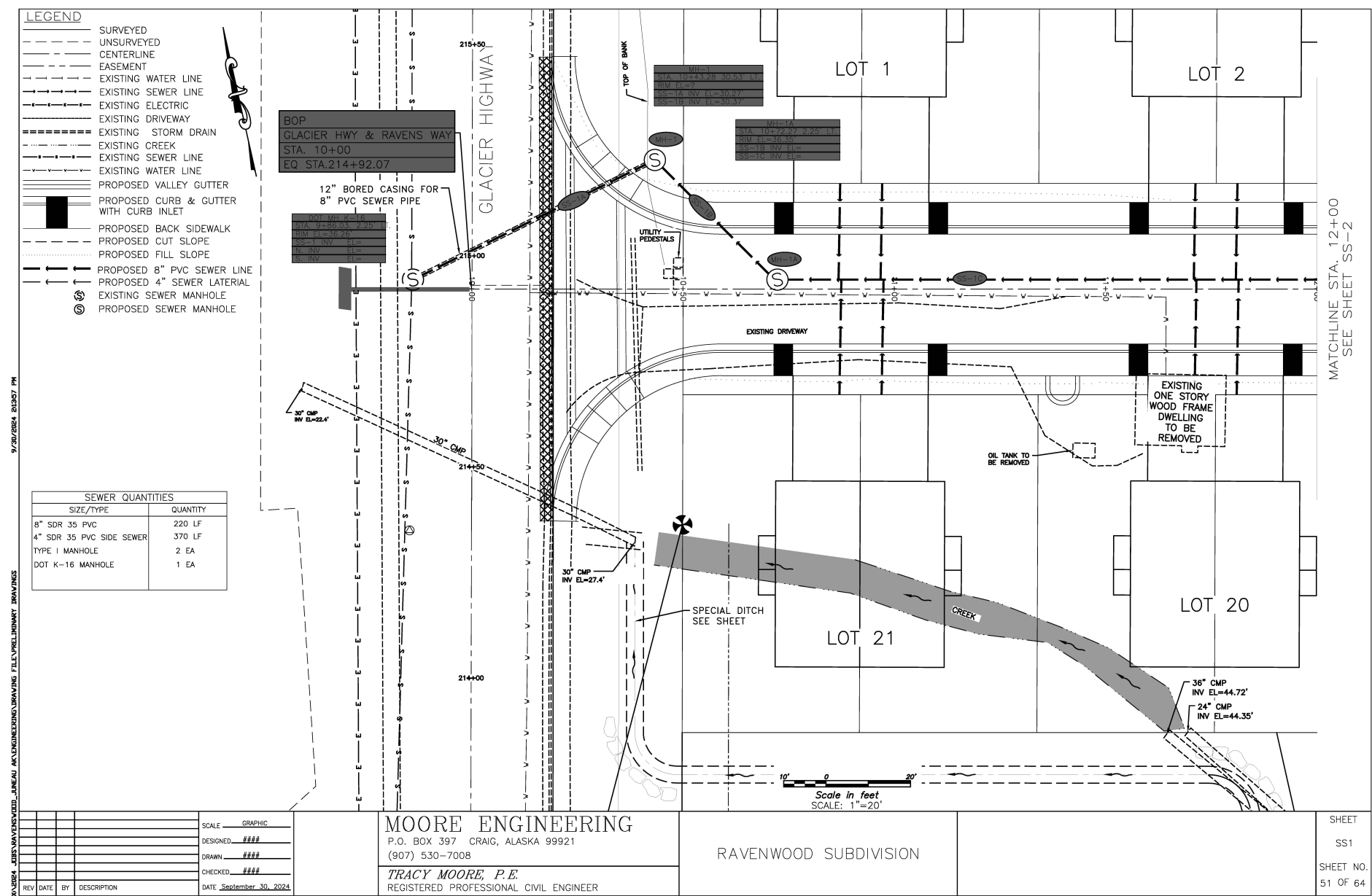
PHASE 1 – RAVENS WAY SEWER SERVICE LOCATION TABLE
SERVICE LOT 1
STA.10+86.7, 2.2' LT.
SERVICE LOT 21
STA.10+87.40, 2.2' RT.
SERVICE LOT 1
STA.10+96.7, 2.2' LT.
SERVICE LOT 21
STA.10+97.4, 2.2' LT.
SERVICE LOT 2
STA.11+70.8, 2.2' LT.
SERVICE LOT 20
STA.11+74.4, 2.2' LT.
SERVICE LOT 2
STA.11+80.7, 2.2' LT.
SERVICE LOT 20
STA.11+81.4, 2.2' LT.
SERVICE LOT 3
STA.12+54.8, 2.2' LT.
SERVICE LOT 19
STA.12+55.4, 2.2' LT.
SERVICE LOT 3
STA.12+64.7, 2.2' LT.
SERVICE LOT 19
STA.12+65.44, 2.2' LT.
SERVICE LOT 8
STA.13+54.4, 11.6' LT.
SERVICE LOT 8
STA.13+61.7, 11.6' LT.

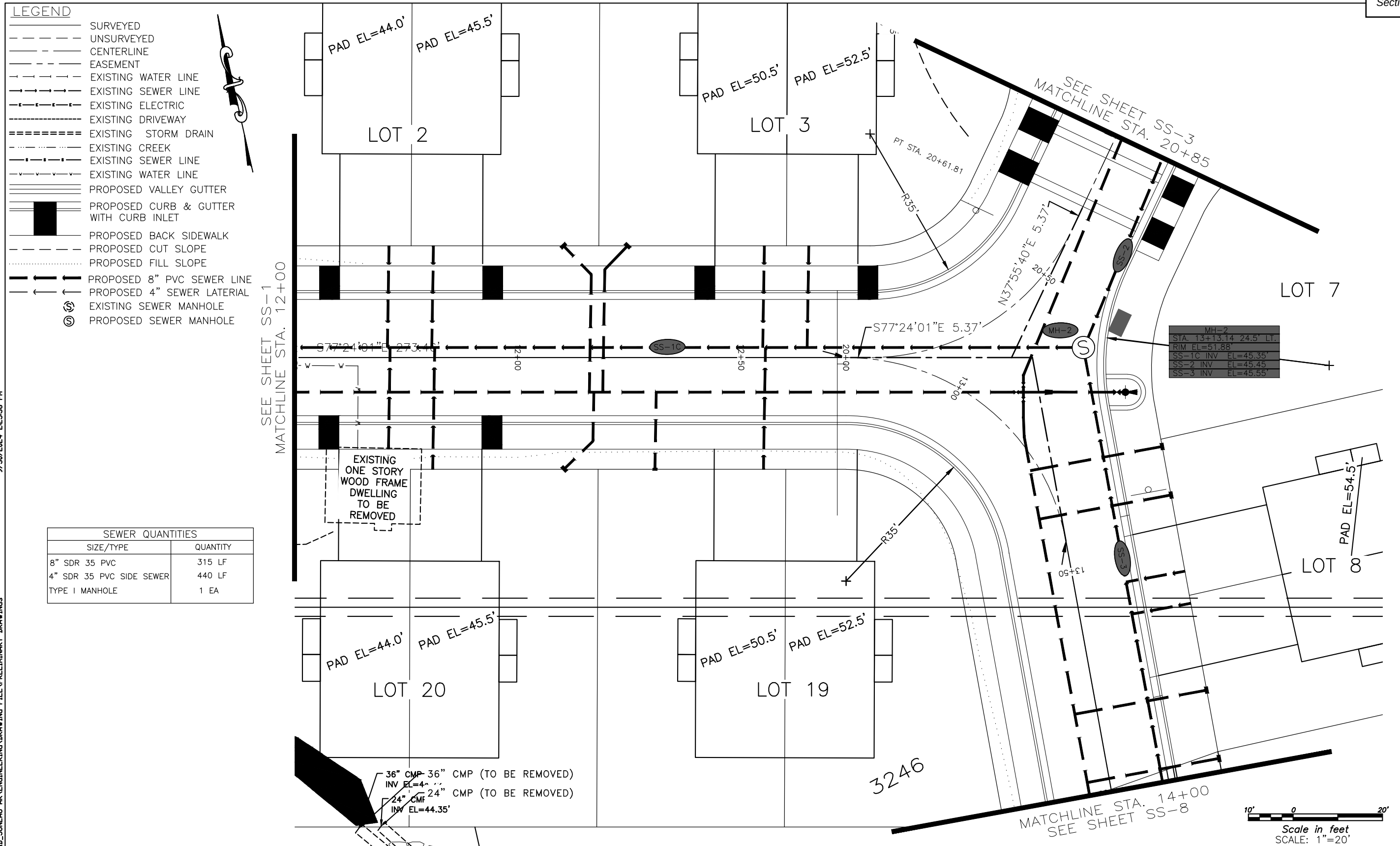
PHASE 1 – RAVENS COURT SEWER SERVICE LOCATION TABLE
SERVICE LOT 4 STA.21+22, 9.69' RT.
SERVICE LOT 4 STA.21+30, 9.3' RT.
SERVICE LOT 5 STA.21+31, 9.3' RT.
SERVICE LOT 7 STA.21+32, 9.2' RT.
SERVICE LOT 7 STA.21+39, 8.9' RT.
SERVICE LOT 6 STA.21+42, 8.7' RT.
SERVICE LOT 5 STA.21+50, 8.3' RT.
SERVICE LOT 6 STA.21+52, 8.2' RT.

PH-SE II - R- ENS W-Y SEWER SERVICE LOC-TION T-BLE
SERVICE LOT 9
ST-.14+26.5, 11.6' LT.
SERVICE LOT 18
ST-.14+29.6, 11.6' LT.
SERVICE LOT 9
ST-.14+33.8, 11.6' LT.
SERVICE LOT 18
ST-.14+36.9, 11.6' LT.
SERVICE LOT 16
ST-.15+65.2, 11.6' LT.
SERVICE LOT 11
ST-.15+67.2, 11.6' LT.
SERVICE LOT 16
ST-.15+72.5, 11.6' LT.
SERVICE LOT 11
ST-.15+74.5, 11.6' LT.
SERVICE LOT 15
ST-.16+31.2, 11.6' LT.
SERVICE LOT 12
ST-.16+36.6, 11.6' LT.
SERVICE LOT 15
ST-.16+44.0, 11.6' LT.
SERVICE LOT 12
ST-.16+46.6, 11.6' LT.

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				DESIGNED	####				WS1
				DRAWN	####				
				CHECKED	####				
				DATE	September 30, 2024				
REV	DATE	BY	DESCRIPTION						SHEET NO. 50 OF 64





SEWER QUANTITIES	
SIZE/TYPE	QUANTITY
8" SDR 35 PVC	315 LF
4" SDR 35 PVC SIDE SEWER	440 LF
TYPE I MANHOLE	1 EA

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					DRAWN _____ ####
					CHECKED _____ ####
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SCALE _____ GRAPHIC _____
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DATE September 30, 2024

MOORE ENGINEERING
P.O. BOX 397 CRAIG, ALASKA 99921
(907) 530-7008
TRACY MOORE, P.E.
REGISTERED PROFESSIONAL CIVIL ENGINEER

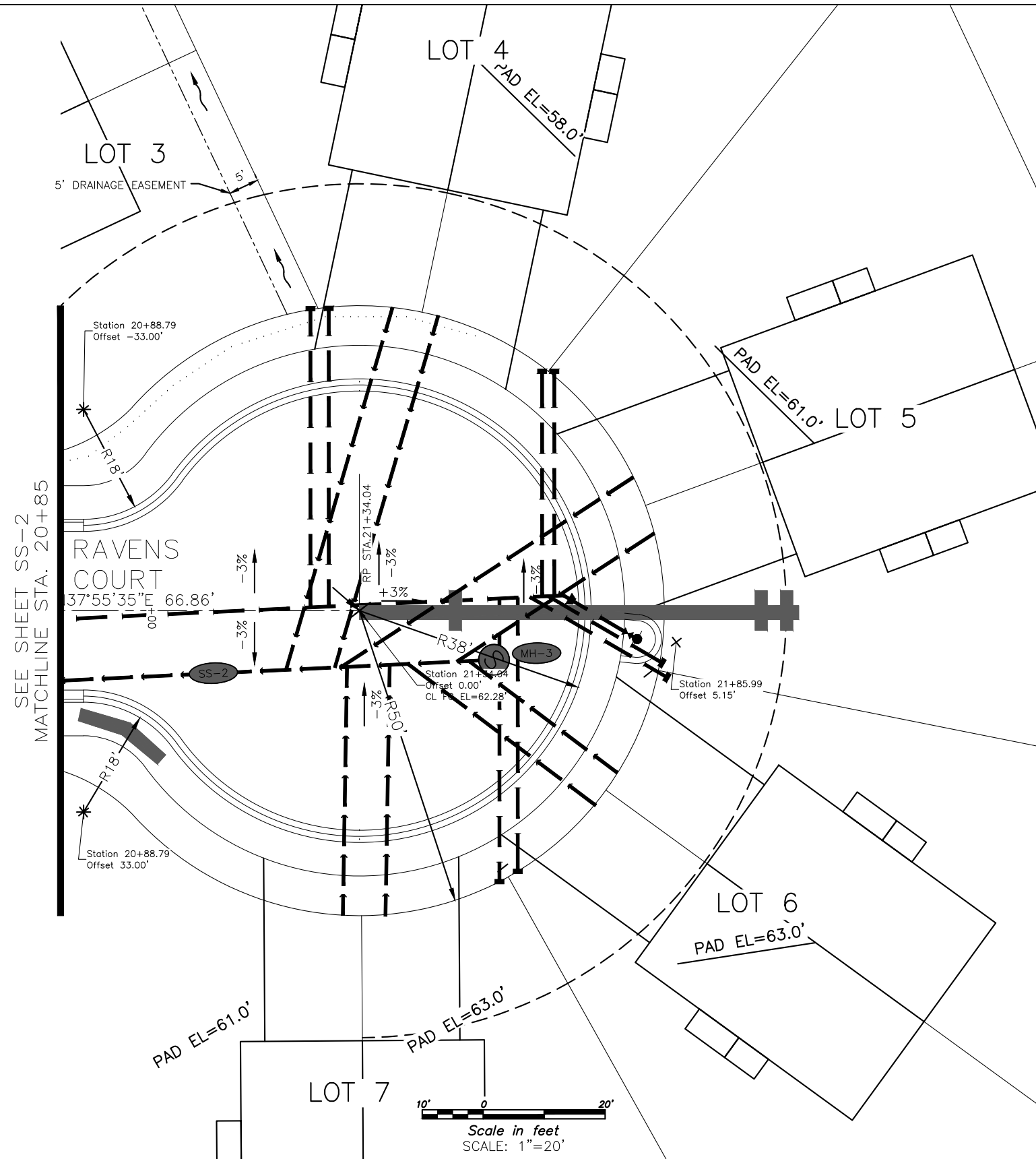
RAVENWOOD SUBDIVISION

SHEET
SS2
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OF 64

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<u>LEGEND</u>		
————		SURVEYED
- - - - -		UNSURVEYED
- . - . - .		CENTERLINE
- - - - -		EASEMENT
→ → → → →		EXISTING WATER LINE
→ → → → →		EXISTING SEWER LINE
— ■ — ■ — ■		EXISTING ELECTRIC
- - - - -		EXISTING DRIVEWAY
=====		EXISTING STORM DRAIN
-		EXISTING CREEK
— ■ — ■ — ■		EXISTING SEWER LINE
— v — v — v — v		EXISTING WATER LINE
=====		PROPOSED VALLEY GUTTER
=====		PROPOSED CURB & GUTTER WITH CURB INLET
=====		PROPOSED BACK SIDEWALK
- - - - -		PROPOSED CUT SLOPE
-		PROPOSED FILL SLOPE
— ← — ← — ←		PROPOSED 8" PVC SEWER LINE
— ← — ← — ←		PROPOSED 4" SEWER LATERAL
		EXISTING SEWER MANHOLE
		PROPOSED SEWER MANHOLE

SEWER QUANTITIES	
SIZE/TYPE	QUANTITY
8" SDR 35 PVC	70 LF
4" SDR 35 PVC SIDE SEWER	420 LF
TYPE I MANHOLE	1 EA

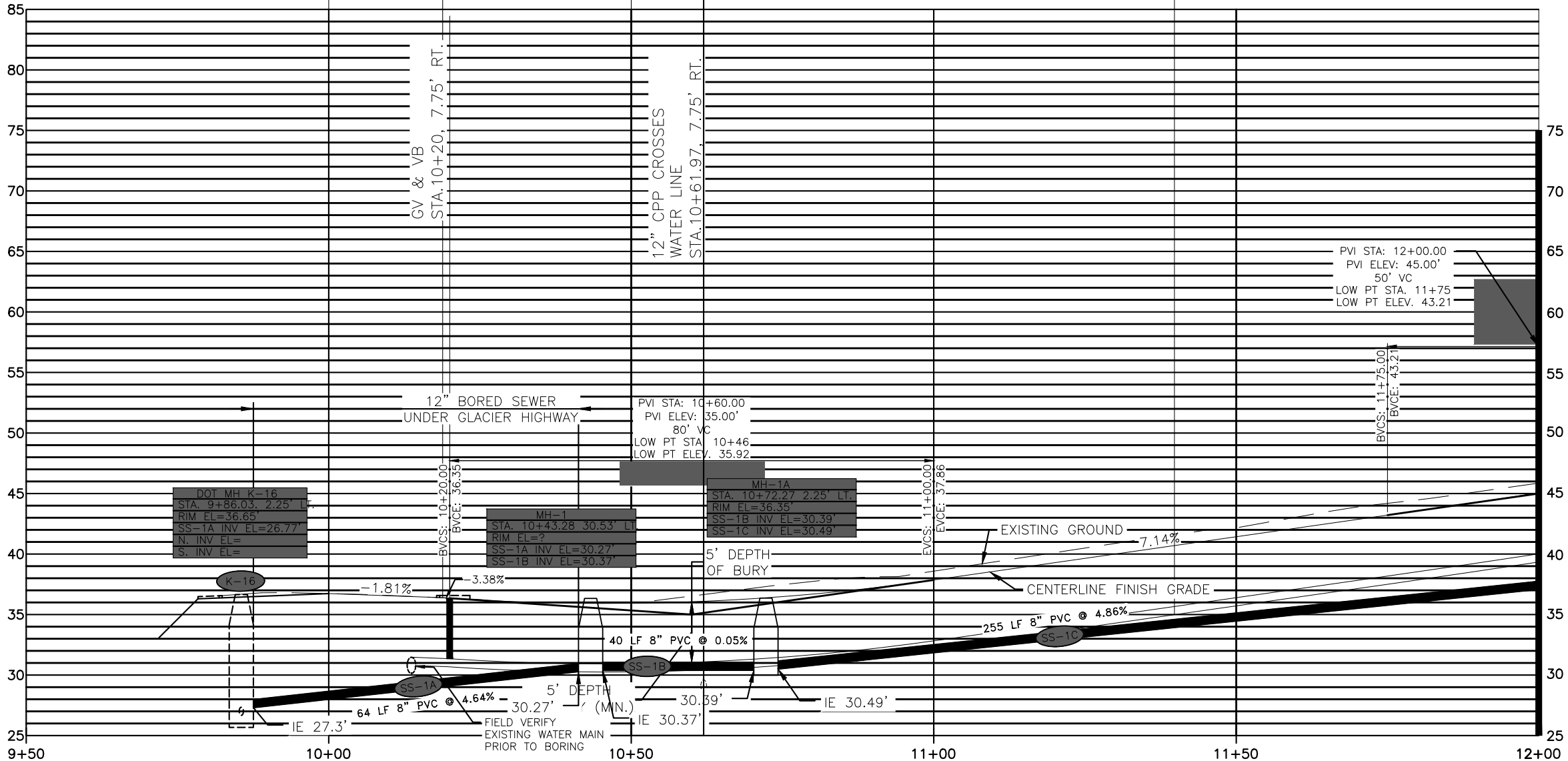


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REV	D-TE	BY	DESCRIPTION		D-TE <u>September 30, 2024</u>

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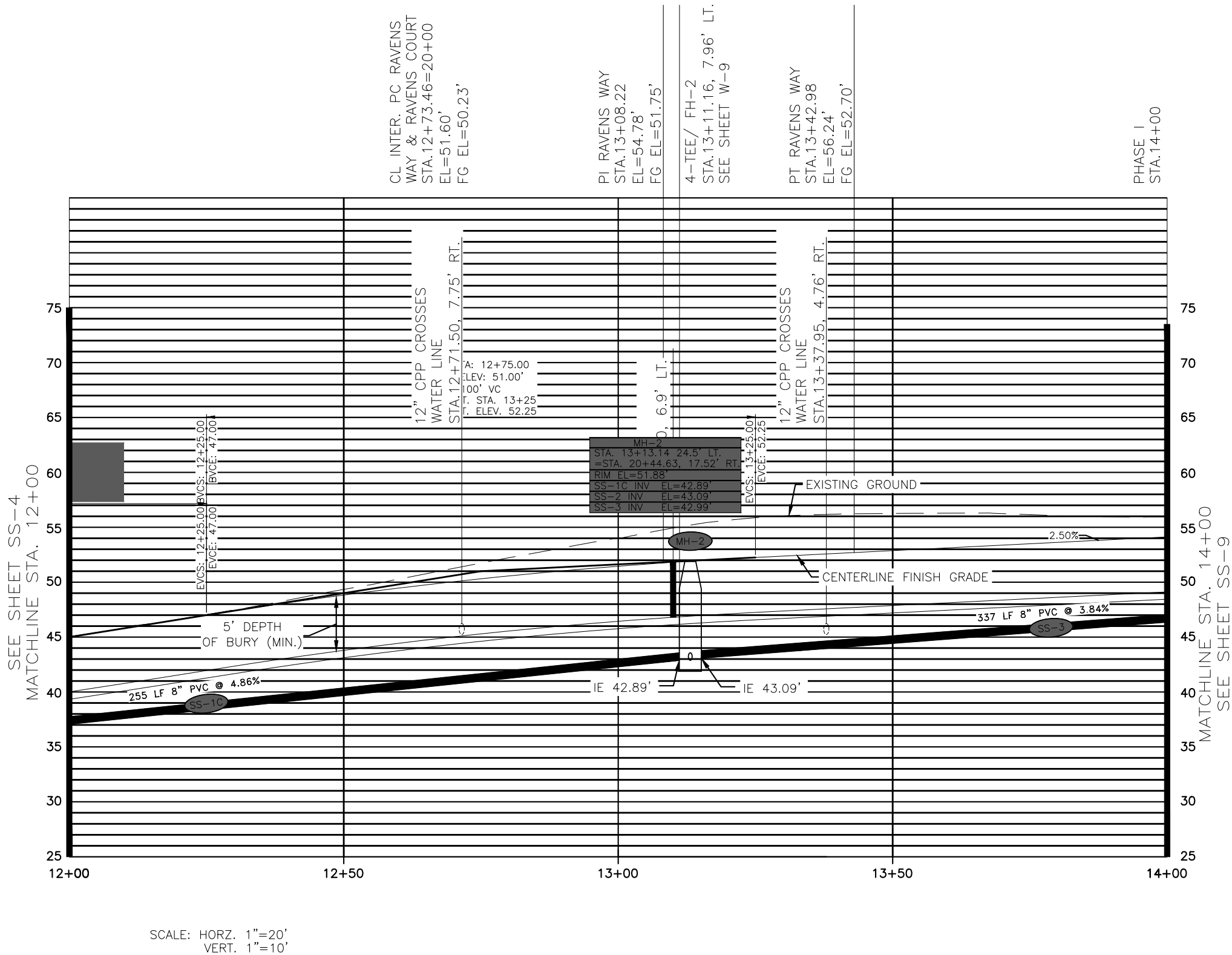
RAVENWOOD SUBDIVISION

SHEET
SS3
HEET NO.
3 OF 64

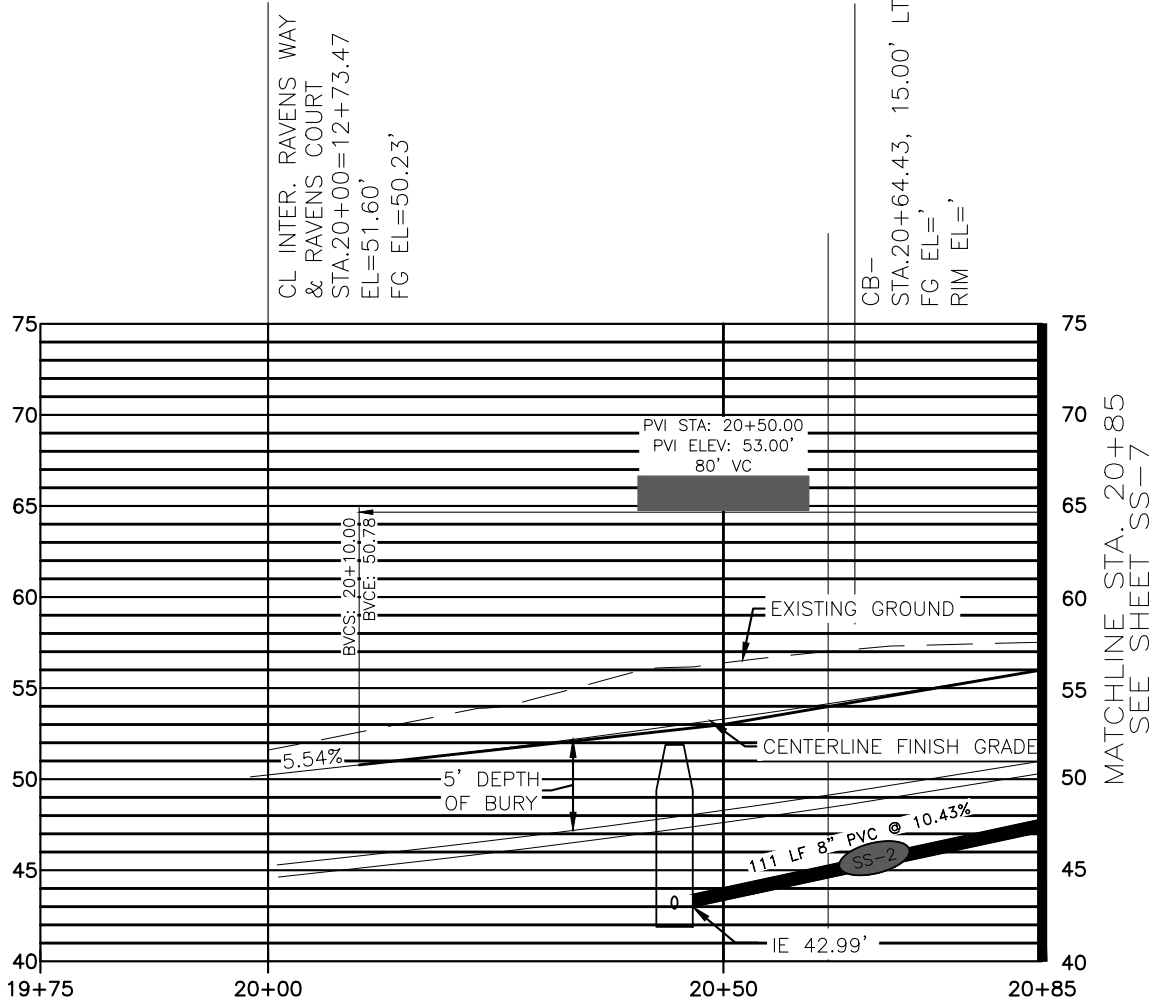


11/2024 JOBS RAVENWOOD					SCALE <u>GR-PHIC</u>	MOORE ENGINEERING P.O. BOX 397 CRAIG, ALASKA 99921 (907) 530-7008	RAVENWOOD SUBDIVISION			SHEET
					DESIGNED <u>####</u>					SS4
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	REV	D-TE	BY	DESCRIPTION	DATE <u>September 30, 2024</u>	<i>TRACY MOORE, P.E.</i> REGISTERED PROFESSIONAL CIVIL ENGINEER				SHEET NO. 54 OF 64

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SCALE: HORZ. 1"=20'
VERT. 1"=10'

					SCALE <u>GRAPHIC</u>
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REV	D-TE	BY	DESCRIPTION		D-TE <u>September 30, 2024</u>

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TRACY MOORE, P.E.

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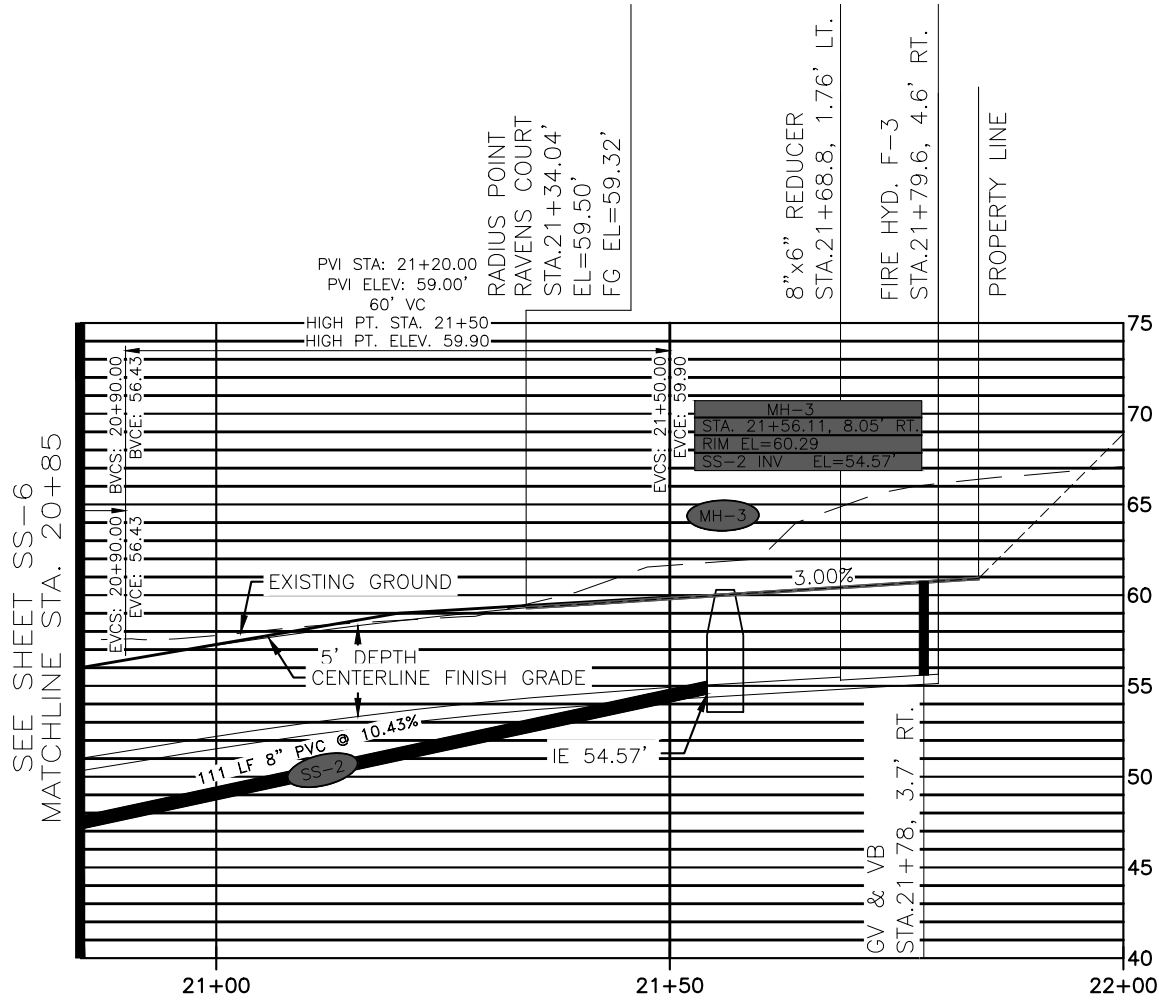
RAVENWOOD SUBDIVISION

SHEET

SS6

SHEET NO.
56 OF 64

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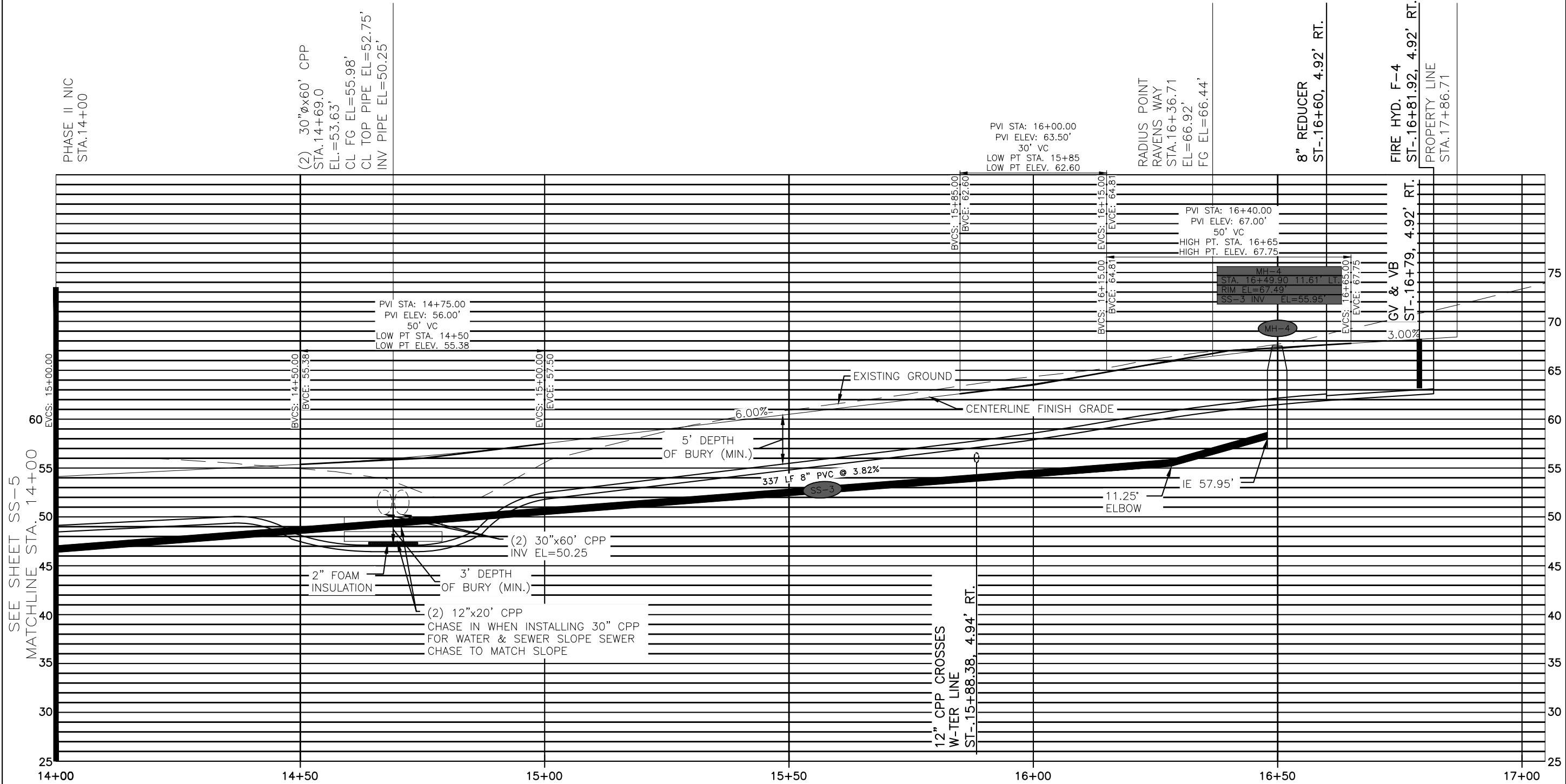


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VERT. 1"=10'

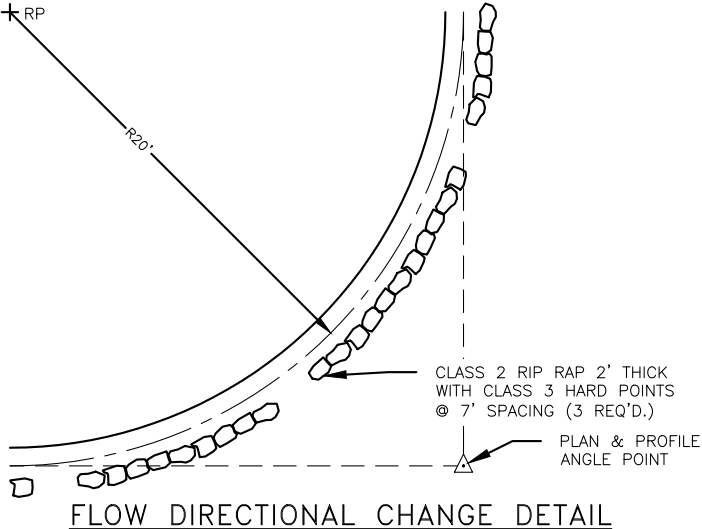
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					DATE	September 30, 2024
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MOORE ENGINEERING P.O. BOX 397 CRAIG, ALASKA 99921 (907) 530-7008	RAVENWOOD SUBDIVISION	SHEET SS7 SHEET NO. 57 OF 64

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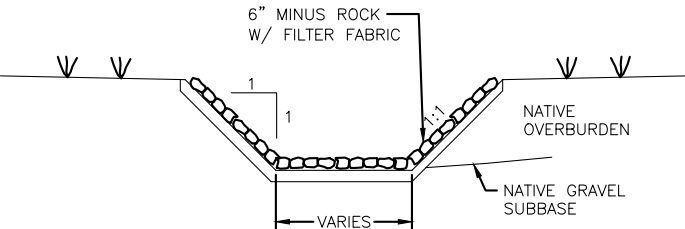


REV	DATE	BY	DESCRIPTION	SCALE GRAPHIC	DESIGNED #####	DRAWN #####	CHECKED #####	DATE September 30, 2024	MOORE ENGINEERING P.O. BOX 397 CRAIG, ALASKA 99921 (907) 530-7008 TRACY MOORE, P.E. REGISTERED PROFESSIONAL CIVIL ENGINEER	RAVENWOOD SUBDIVISION	SHEET SS9 SHEET NO. 59 OF 64
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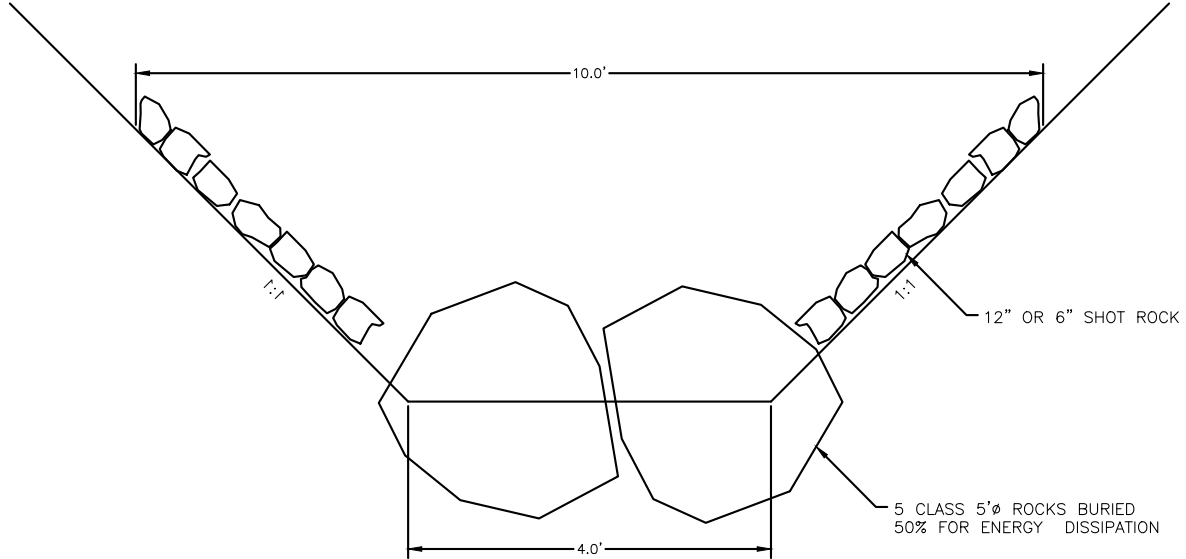
FLOW DIRECTIONAL CHANGE DETAIL

SCALE: 1"=2'



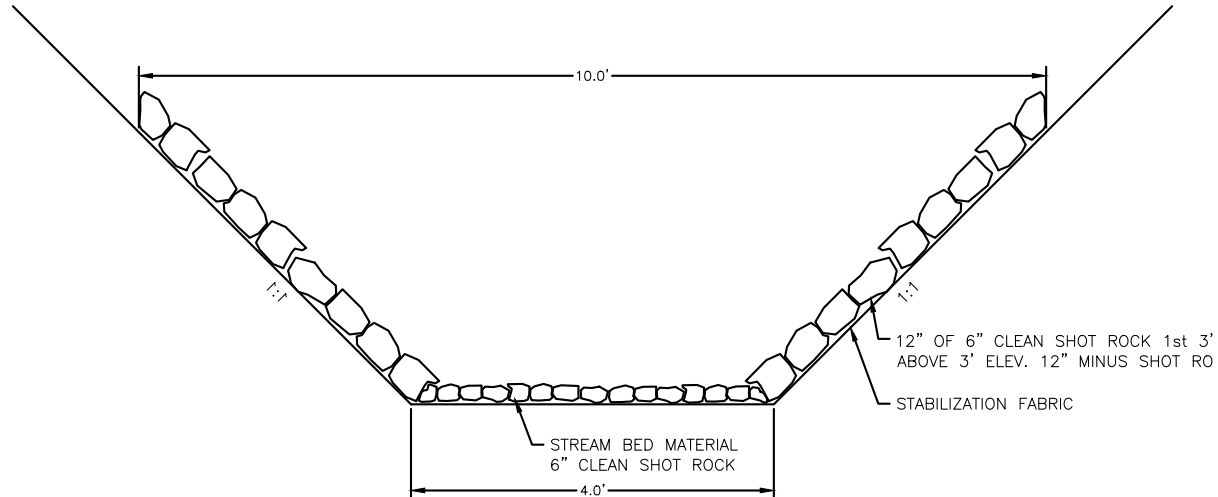
TYPICAL DRAINAGE
DITCH SECTION TYPE D

SCALE: 1"=4'



ENERGY DISSIPATION DETAIL

SCALE: 1/2"=1'



TYPICAL STREAM CHANNEL DETAIL TYPE B

SCALE: 1/2"=1'

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(907) 530-7008

TRACY MOORE, P.E.

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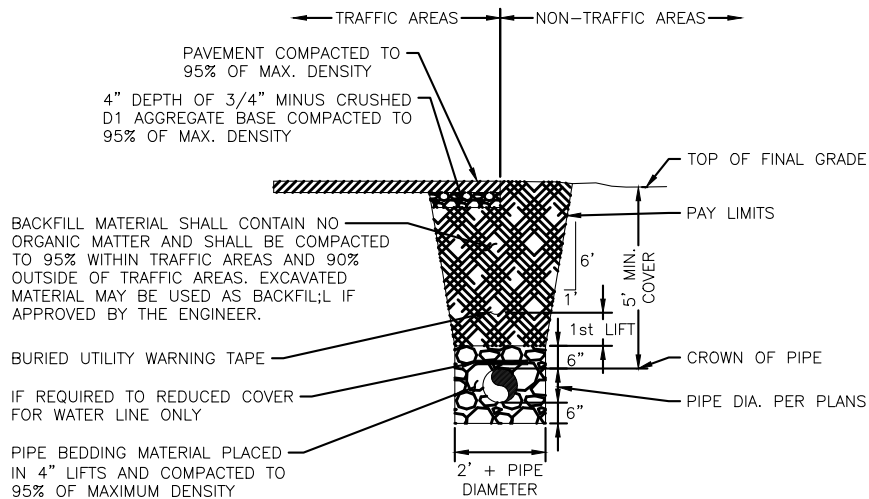
RAVENWOOD SUBDIVISION

SHEET

DT2

SHEET NO.
60 OF 64

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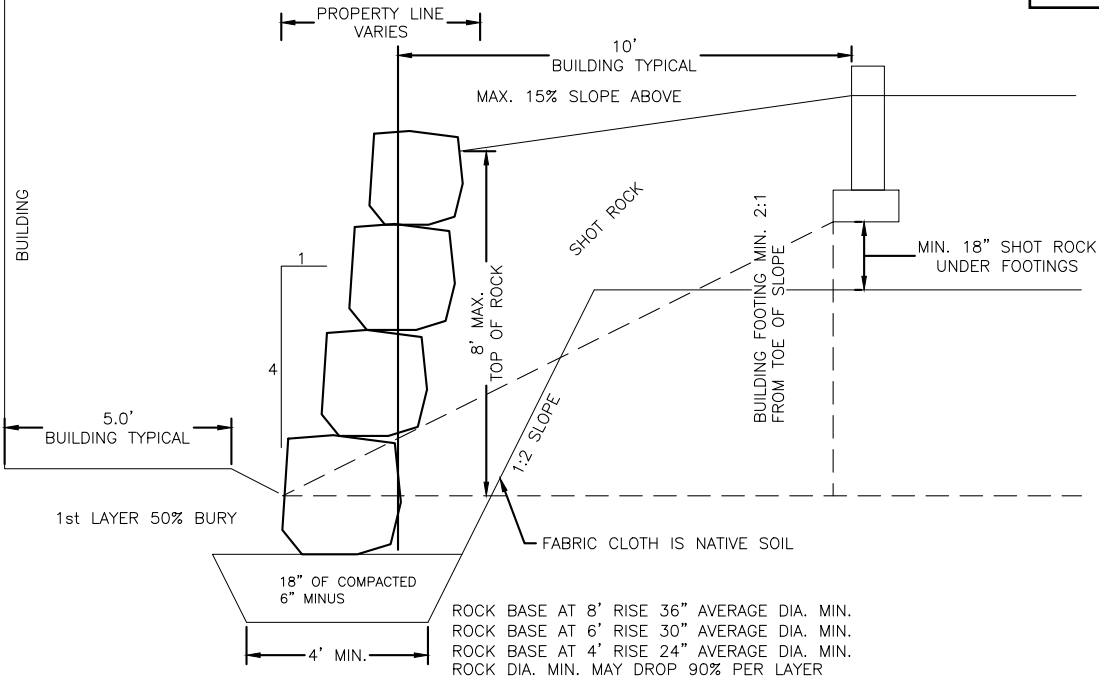


- NOTES (A):
- 1. BACKFILL MATERIAL SHALL BE PLACED IN 12" MAXIMUM LIFTS AS STATED IN SPECIFICATIONS.
 - 2. PIPE BEDDING MATERIAL MUST BE PLACED IN 6" MAX. LIFTS BETWEEN COMPACTION.
 - 3. TRENCH EXCAVATION AND SHORING SHALL COMPLY WITH LOCAL, STATE AND OSHA REGULATIONS AND REQUIREMENTS. INDICATED SLOPE IS FOR PAY QUANTITY DETERMINATION ONLY FOR IMPORTED BACKFILL GRAVEL AND RESURFACING REQUIREMENTS.
 - 4. IF UNSUITABLE PIPE FOUNDATION MATERIAL IS ENCOUNTERED DURING EXCAVATION, ENGINEER MAY DIRECT THE CONTRACTOR TO OVER-EXCAVATE AND BACKFILL WITH SUITABLE MATERIAL.
 - 5. THE DITCH LINE, IF ONE EXISTS, SHALL BE RESHAPED IN SUCH A MANNER TO ALLOW POSITIVE DRAINAGE TO MATCH PRE-CONSTRUCTION CONDITIONS.
 - 6. TRENCH SECTION APPLICABLE FOR BOTH SEWER, WATER PIPE AND STORM. EXCEPT STORM WATER DOES NOT REQUIRE MINIMUM COVER.

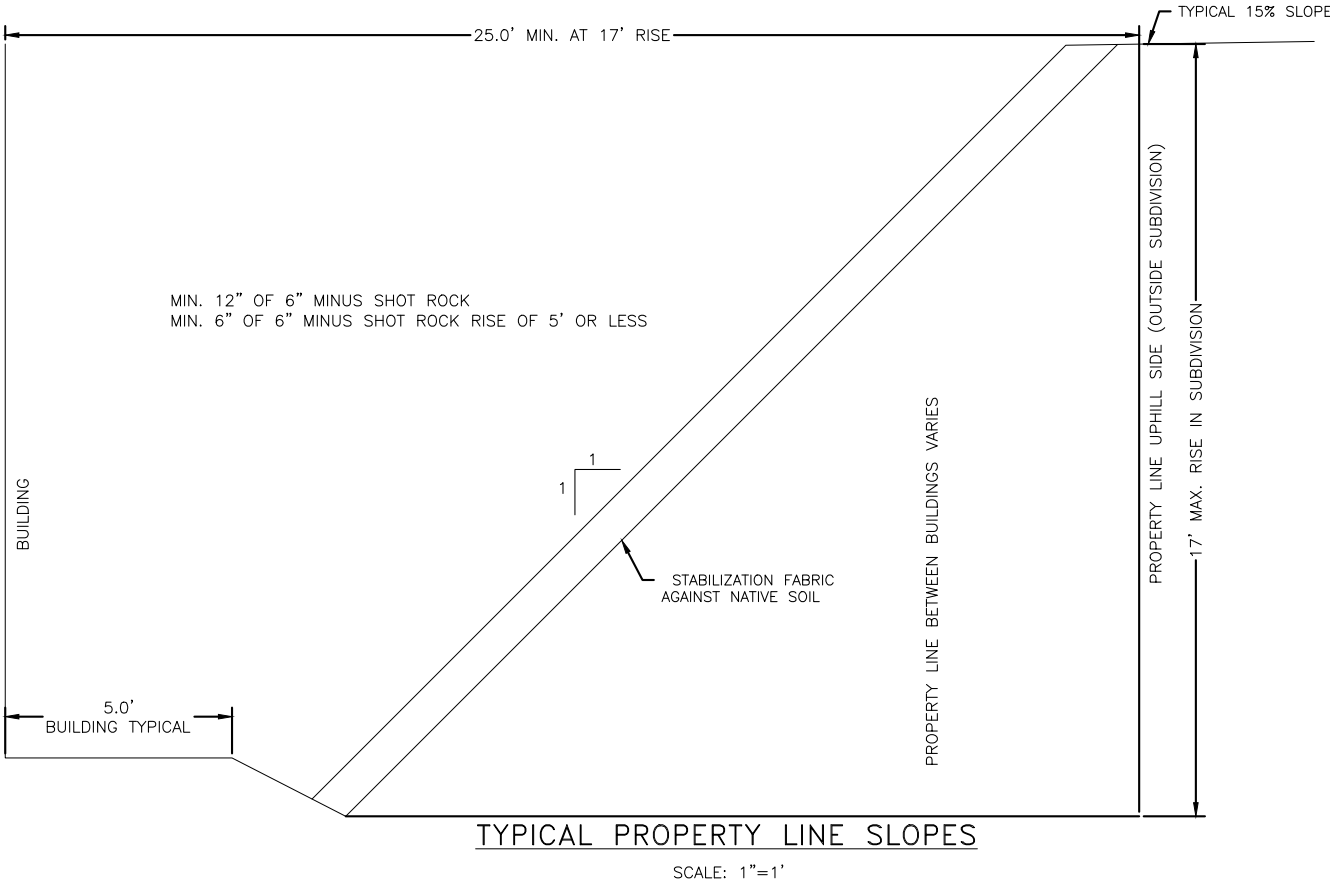
- NOTES (B):
- 1. INSULATION BOARD JOINTS SHALL BE LAPPED.
 - 2. MINIMUM DEPTH OF COVER SHALL BE 3'-0" UNLESS SHOWN OTHERWISE ON DRAWINGS OR PRIOR APPROVAL IS GRANTED FROM ENGINEER.
 - 3. ALL INSULATION SHALL BE DOW HI-60 EXTRUDED POLYSTYRENE (BLUE BOARD) OR APPROVED EQUAL.

"H" DEPTH OF COVER	"T" INSULATION THICKNESS
4'-0" OR GREATER	NONE REQUIRED.
3'-8" OR GREATER	2 INCHES
3'-0" OR GREATER	4 INCHES

TYPICAL TRENCH DETAIL
SCALE: 1"=4'



SLOPES BETWEEN BUILDINGS WHERE
SLOPES GREATER THAN 1:1 NEEDED
SCALE: 1"=1'



TYPICAL PROPERTY LINE SLOPES
SCALE: 1"=1'

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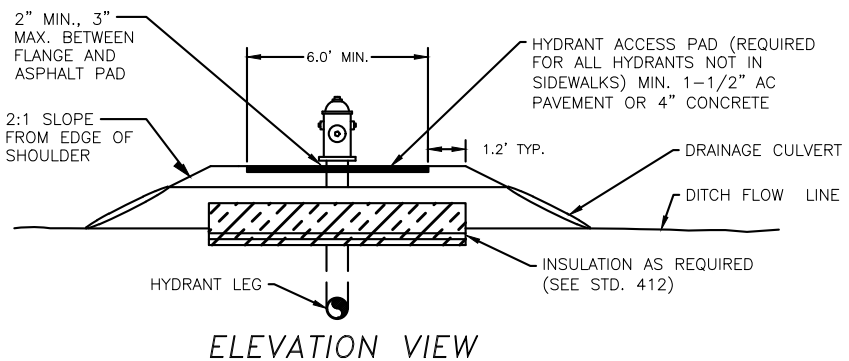
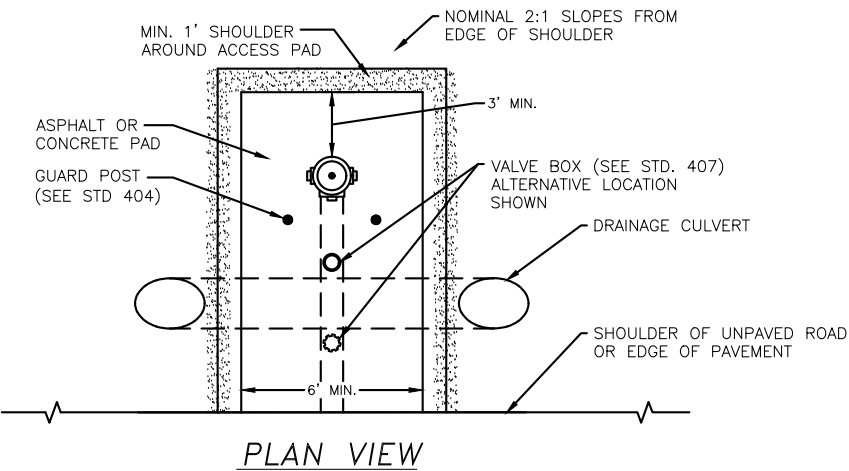
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DATE	September 30, 2024

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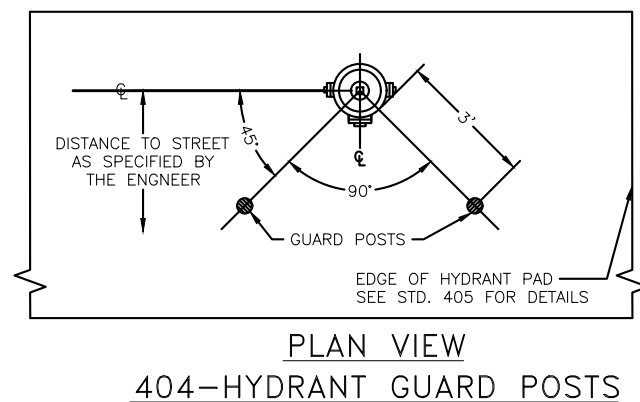
RAVENWOOD SUBDIVISION

SHEET
DT3
SHEET NO.
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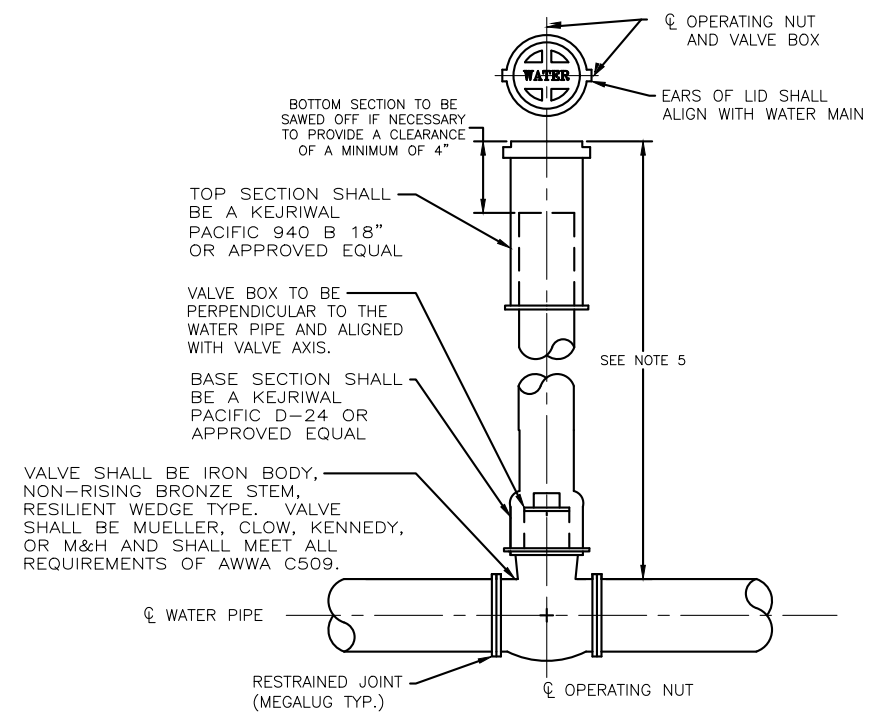


- NOTES:
1. FROM EDGE OF ROAD TO DITCH LINE, SLOPE SURFACE OF HYDRANT PAD TO MATCH EXTENSION OF ROADWAY CROWN.
 2. SEED SIDE SLOPES IN ACCORDANCE WITH SECTION 02710.
 3. NFS BACKFILL AND D-1 IN PAD SHALL CONFORM WITH MATERIALS AND COMPACTION REQUIREMENTS OF STANDARD 102A.
 4. EXTEND LAYER OF D-1 TO EDGE OF PAD SHOULDER.

405-HYDRANT PAD
SCALE: 1"=6'

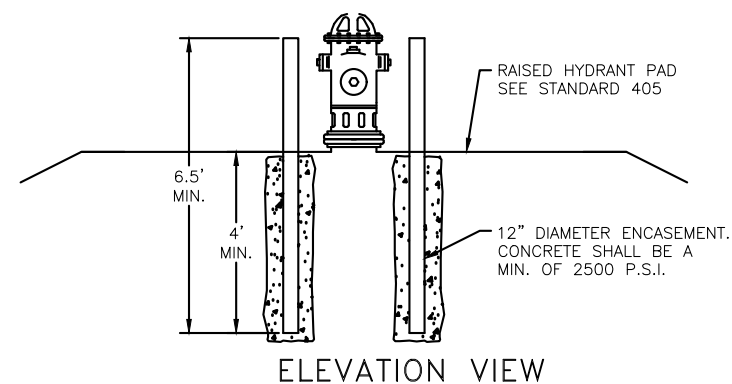


404-HYDRANT GUARD POSTS



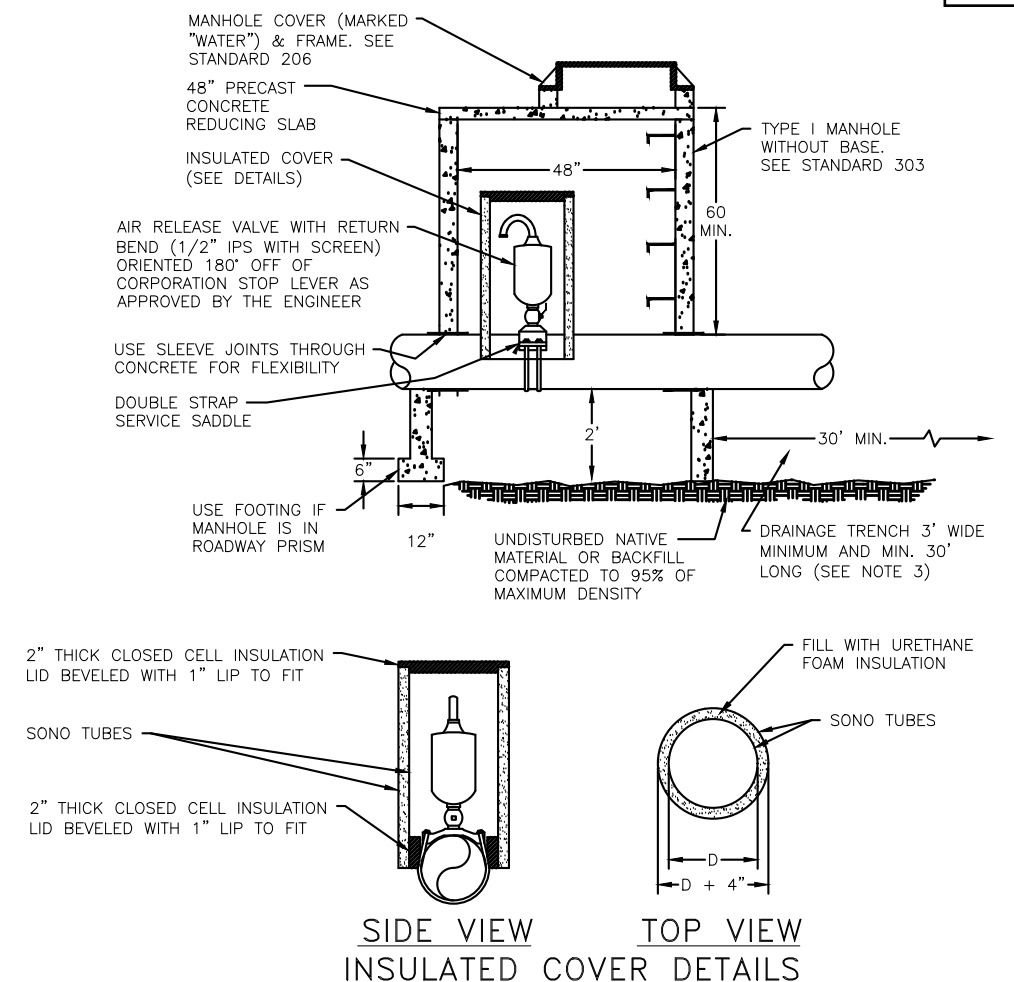
- NOTES:**
1. A VALVE IS REQUIRED FOR EVERY 500' OF STRAIGHT MAINLINE.
 2. A MINIMUM OF 2 VALVES ARE REQUIRED AT ALL TEES IN MAINLINE. A MINIMUM OF 3 VALVES ARE REQUIRED AT ALL 4-WAY CROSSES IN MAINLINE. NOTE THAT TEES AND CROSSES THAT FEED SERVICES AND FIRE HYDRANTS ARE NOT SUBJECT TO THIS REQUIREMENT.
 3. MAINLINE VALVES REQUIRE THRUST BLOCKS. SEE STANDARD 414C.
 4. IF REQUIRED BY THE ENGINEER, PLACE CONCRETE COLLAR AROUND TOP SECTION PER STANDARD 126.
 5. ON UNPAVED ROADS, RECESS TOP OF VALVE BOX 6" TO 8".
 6. IF WATER PIPE IS MORE THAN 6' DEEP, USE 4" I.D. CAST IRON SOIL PIPE WITH TOP SECTION OF APPROVED CAST IRON VALVE BOX.
 7. THIS DETAIL APPLIES TO ALL MAINLINE VALVES AND ALL WATER VALVES GREATER THAN 4" IN DIAMETER.

407-MAINLINE VALVE



- NOTES:
1. GUARD POST ARE REQUIRED ON ALL HYDRANTS EXCEPT THOSE IN SIDEWALKS OR ALONG STATE HIGHWAYS.
 2. GUARD POST SHALL BE 4" DIAMETER, SCHEDULE 40 STEEL PIPE.
 3. POSTS SHALL BE FILLED FLUSH WITH CONCRETE AND PAINTED WITH OSHA YELLOW ENAMEL AFTER INSTALLATION.
 4. POSTS SHALL NOT BLOCK OPERATION OF VALVE.

404-HYDRANT GUARD POSTS
SCALE: 1"=4'



- NOTES:
1. PVC DRAIN TO DAYLIGHT MAY BE SUBSTITUTED FOR DRAINAGE TRENCH IF APPROVED BY ENGINEER.
 2. SONO TUBES SHALL BE CONCENTRIC TO INSURE A MINIMUM OF 2" OF INSULATION AT ALL POINTS. TRIM TUBES AND INSULATION TO FIT CURVATURE OF PIPE.
 3. FILL DRAIN TRENCH WITH MATERIAL AS DESCRIBED IN TABLE:

SEIVE SIZE	% PASSING
.2"	100
.4"	0-10
1"	0-3

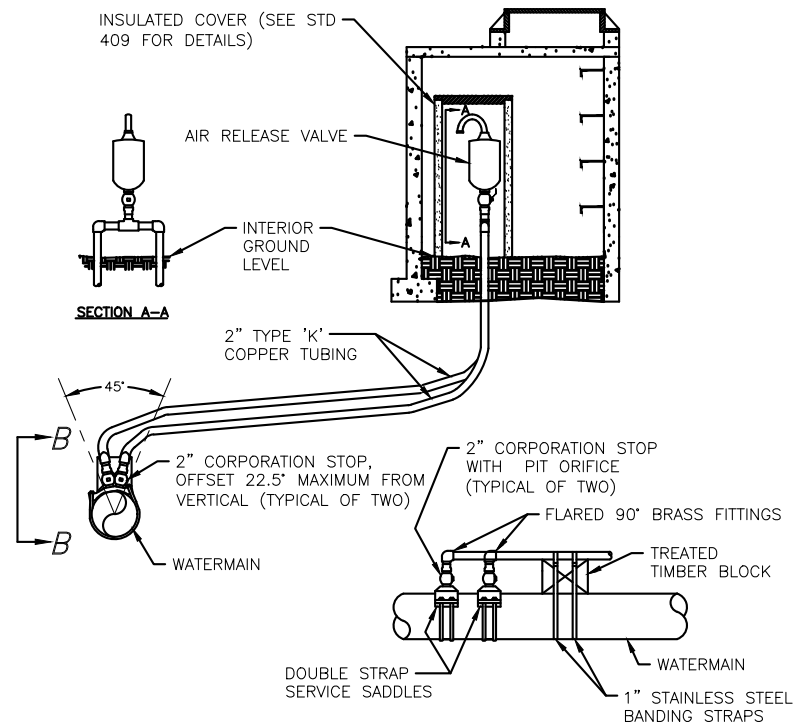
409-AIR RELEASE VALVE

2024_JDBS\RAVENSVILLE					SCALE <u>GRAPHIC</u>
					DESIGNED <u>####</u>
					DRAWN <u>####</u>
					CHECKED <u>####</u>
REV	DATE	BY	DESCRIPTION		DATE <u>September 30, 2024</u>

MOORE ENGINEERING
P.O. BOX 397 CRAIG, ALASKA 99921
(907) 530-7008
TRACY MOORE, P.E.
REGISTERED PROFESSIONAL CIVIL ENGINEER

RAVENWOOD SUBDIVISION

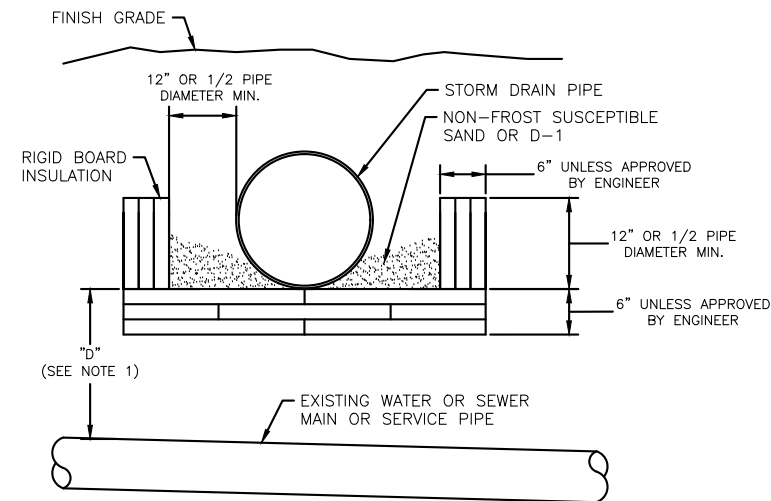
SHEET
DT4
SHEET NO.
2 OF 64



- NOTES:**
1. MANHOLE, COVER & FRAME CONSTRUCTION SHALL COMPLY WITH STANDARDS 206, 303, AND 409.
 2. COPPER TUBING SHALL MAINTAIN A POSITIVE GRADE FROM THE WATERMAIN TO THE AIR RELEASE VALVE. CONNECTIONS IN COPPER TUBING SHALL BE FLARED UNIONS.
 3. A 60" MINIMUM COVER SHALL BE MAINTAINED OVER THE COPPER TUBING AND WATERMAIN AT ALL LOCATIONS.
 4. DRAINAGE TRENCH, AIR RELEASE VALVE, AND INSULATED COVER SHALL COMPLY WITH STANDARD 409.

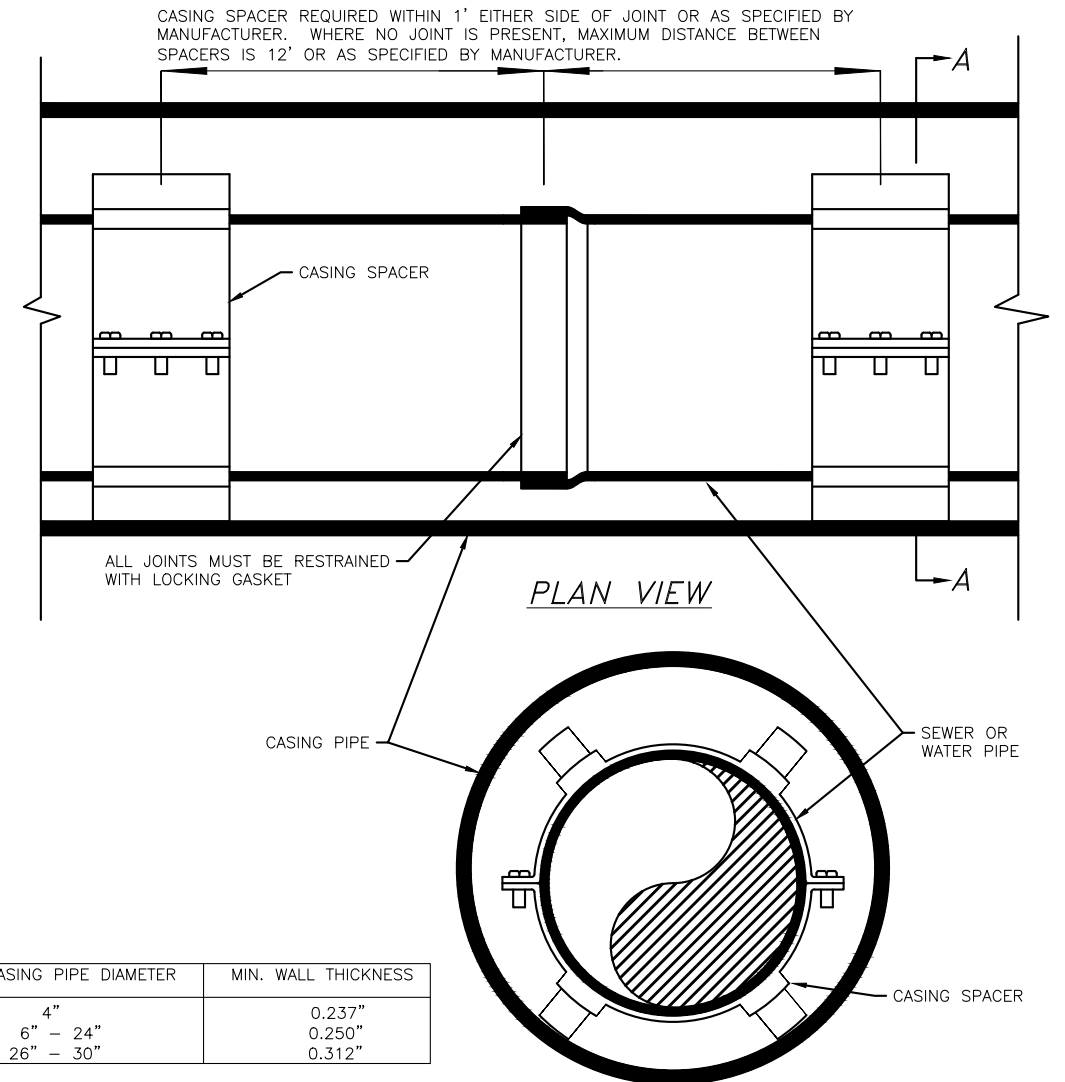
410-AIR RELEASE VALVE
OFFSET LOCATION

SCALE: 1"=2'



- NOTES:**
1. INSTALL INSULATION AS SHOWN WHEN "D" IS LESS THAN 5'-0" FOR WATER PIPE OR 3'8" FOR SEWER PIPE.
 2. INSULATION SHALL CONFORM TO SECTION 02607 OF THE STANDARD SPECIFICATIONS.
 3. PIPE INSULATION SHALL BE 8'-0" IN LENGTH, CENTERED OVER EXISTING WATER OR SEWER PIPE.
 4. PIPE INSULATION WITH R-FACTOR EQUAL TO RIGID BOARD MAY BE SUBSTITUTED IF APPROVED BY THE ENGINEER.
 5. INSULATION BOARDS SHALL OVERLAP 12" AS SHOWN IN DRAWING.

412-RIGID INSULATION
SCALE: 1"=2'



- NOTES:
1. CASING SPACERS SHALL BE "ADVANCE PRODUCT AND SYSTEMS" HIGH-DENSITY POLYETHYLENE OR APPROVED EQUAL.
 2. ENDS OF CASING PIPE SHALL BE PERMANENTLY SEALED AGAINST THE ENTRY OF FOREIGN MATERIAL.

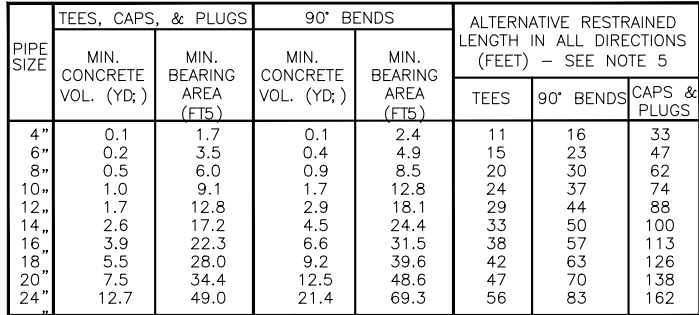
413-BORED
ENCASEMENT
SCALE: 1"=2'

				SCALE _____ GRAPHIC _____
				DESIGNED _____ #####
				DRAWN _____ #####
				CHECKED _____ #####
REV	DATE	BY	DESCRIPTION	DATE <u>September 30, 2024</u>

MOORE ENGINEERING P.O. BOX 397 CRAIG, ALASKA 99921 (907) 530-7008 <i>TRACY MOORE, P.E.</i> REGISTERED PROFESSIONAL CIVIL ENGINEER

RAVENWOOD SUBDIVISION

SHEET
DT5
SHEET NO.
3 OF 64



SMALL ANGLE ADJUSTMENT	
FOR ANGLES LESS THAN 90° MULTIPLY VOLUMES, AREAS, AND LENGTHS FOR 90° ANGLE BY THIS FACTOR	
ANGLE	FACTOR
45°	0.414
22-1/2°	0.199
11-1/4°	0.098

1. CENTER OF MASS OF THRU BLOCK MUST LAY OPPOSITE TO AND ALIGNED AGAINST THE DIRECTION OF THRUST.
2. THRUST BLOCKS SHALL BE POURED SO THAT JOINTS OF FITTINGS, INCLUDING ALL NUTS AND FOLLOWERS REMAIN ACCESSIBLE.
3. CONCRETE THRUST BLOCKS SHALL BE POURED AGAINST UNDISTURBED EARTH. UNSTABLE OR UNSUITABLE MATERIALS SHALL BE REMOVED, REPLACED AND/OR COMPACTED AS DETERMINED BY THE ENGINEER.
4. VOLUME AND BEARING SURFACE OF 2500 P.S.I. CONCRETE THRUST BLOCKS ARE BASED ON 150 P.S.I. WATER PRESSURE AND SOIL BEARING CAPACITY OF 2000 P.S.F. ALL OTHER PRESSURE AND/OR SOIL CONDITIONS ARE SUBJECT TO THE ENGINEER'S REVIEW AND APPROVAL.
5. THRUST BLOCKS MAY BE OMITTED IF ALL JOINTS WITHIN MINIMUM DISTANCE GIVEN BY ABOVE TABLE ARE RESTRAINED AND PIPE IS BEDDED IN SAND. THE DISTANCES APPEARING IN THE TABLE ASSUME THAT THE PIPE IS BURIED AT LEAST 5' DEEP AND THAT SOIL CONDITIONS ARE AS LISTED IN NOTE 4. THE INFORMATION IN THE TABLE IS BASED ON DIPRA'S "THRUST RESTRAINT FOR DUCTILE IRON PIPE" WHICH SHOULD BE CONSULTED IF THESE ASSUMPTIONS ARE NOT MET.
6. SUBJECT TO THE CONDITIONS LISTED IN NOTE 4, A COMBINATION OF A SMALLER THRUST BLOCK AND A REDUCED LENGTH OF RESTRAINED PIPE IS ALLOWED PER THE FOLLOWING FORMULA:

$$\frac{\text{ACTUAL BEARING AREA OF BLOCK}}{\text{BEARING AREA REQUIRED BY TABLE}} + \frac{\text{ACTUAL RESTRAINED LENGTH OF PIPE}}{\text{RESTRAINED LENGTH REQUIRED BY TABLE}} \geq 1.1$$

6. THRUST BLOCKS ARE REQUIRED FOR ALL BENDS, TEES, PLUGS, AND CAPS IN PIPE 4" AND LARGER EXCEPT AS LISTED IN NOTE 5.
7. REGARDLESS OF SIZE OF THRUST BLOCKS ALL JOINTS AT CAPS, PLUGS, BENDS, AND TEES MUST BE RESTRAINED.
8. RESTRAINED LENGTHS USED IN PLACE OF THRUST BLOCKS IN STANDARDS 414A, 414B, AND 414C MAY NOT OVERLAP.
9. FIELD-LOCK GASKETS, MEGA-LUG AND UNIFLANGE COUPLINGS ARE THE ONLY APPROVED MEANS OF RESTRAINING PIPE.

EXTERIOR VIEW (Left):

- CURB BOX MARKED BY BLUE 2" x 4" OR "W" PAINTED ON CONCRETE CURB.
- IF VALVE BOX IS IN A PAVED OR CONCRETE AREA, SEE DETAILS BELOW.
- PROPERTY LINE
- CURB BOX (SEE NOTE 7)
- THAW WIRE (SEE NOTE 7)
- MIN. 5.0' (SEE NOTE 6)
- 1'±
- CURB STOP
- 2"x12" PRESSURE TREATED BOARD
- TO MAIN

INTERIOR VIEW (Right):

- EXTERIOR GRADE
- CONCRETE FOUNDATION
- MIN. 5.2' (SEE NOTE 6)
- MIN. 22" (SEE NOTE 5)
- MIN. 12"
- MIN. 18"
- MIN. 18"
- HANG PIPE WITH PLUMBERS TAPE OR METAL BRACKETS
- BONDING JUMPER CLAMP (TYPICAL OF 2)
- METER YOKE ASSEMBLY
- IDLER BAR
- GATE VALVE TO MATCH SERVICE LINE DIAMETER
- BONDING JUMPER (SEE NOTE 1)
- INTERIOR GRADE
- OR INSULATE PIPE WITH 2" THICK BY 24" WIDE BOARD OF CLOSED CELL INSULATION AS APPROVED BY THE ENGINEER
- PIPE SHALL CONFORM TO THE UNIFORM PLUMBING CODE (MINIMUM 3/4")
- SEE NOTE 4

GENERAL NOTES:

- MATERIALS AND CONSTRUCTION BEYOND THE METER YOKE SHALL CONFORM TO THE UNIFORM PLUMBING CODE
- PIPE SHALL CONFORM TO THE UNIFORM PLUMBING CODE (MINIMUM 3/4")

PAVEMENT LIP SHALL CONFORM WITH STANDARD 126

6" MIN.
12" MAX.

DRILL 3/4" HOLE THROUGH CURB BOX

HANG BETWEEN 12" AND 16" THAW WIRE INSIDE CURB BOX

CURB BOX IN PAVED OR CONCRETE AREA
OPTION A

PAVEMENT LIP SHALL CONFORM WITH STANDARD 126

CUT 4" x 3/4" NOTCH IN TOP OF CURB BOX

HANG BETWEEN 12" AND 16" THAW WIRE INSIDE CURB BOX

CURB BOX IN PAVED OR CONCRETE AREA
OPTION B

1. BONDING JUMPER MUST MATCH ELECTRICAL COLD WATER GROUND WIRE. (EXAMPLE: NO. 4 WIRE FOR UP TO 200 AMP SERVICE.) BONDING JUMPER CLAMP MUST BE COMPATIBLE WITH COPPER PIPE.
2. ALL JOINTS OR VALVES ON SERVICE SIDE OF METER YOKE MUST BE MECHANICAL FITTINGS.
3. COMMERCIAL FACILITIES AND RESIDENTIAL BUILDINGS WITH THREE OR MORE UNITS MUST INSTALL A WATER METER (OBTAINABLE FROM CBJ WATER UTILITY). SEE STANDARD 420.
4. ALL UNDERGROUND COPPER TUBE CONNECTIONS (IF ANY) SHALL BE EITHER MUELLER OR FORD FLARED UNIONS OR APPROVED EQUAL. NIBCO BRAND IS NOT AN APPROVED EQUAL.
5. AFTER INSTALLATION, CONTINUE TO MAINTAIN A MINIMUM OF 22" UNOBSTRUCTED CLEARANCE FOR THE METER YOKE.
6. BURIAL DEPTHS GREATER THAN 5' MAY BE REQUIRED BY THE ENGINEER.
7. CURB BOX MUST BE RESET SO THAT IT IS PLUMB, AND THAW WIRE SHALL BE WOUND AROUND OUTSIDE OF CURB BOX.
8. UNDERGROUND SERVICE LINE SHALL NOT BE WITHIN 1" OF ANY OTHER SERVICE LINE.

SCALE: 1"=2'

				SCALE <u>GRAPHIC</u>
				DESIGNED <u>####</u>
				DRAWN <u>####</u>
				CHECKED <u>####</u>
REV	DATE	BY	DESCRIPTION	DATE <u>September 30, 2024</u>

P.O. BOX 397 CRAIG, ALASKA 99921
(907) 530-7008

REGISTERED PROFESSIONAL CIVIL ENGINEER

RAVENWOOD SUBDIVISION

SHEET NO.
64 OF 64

A
L
A
S
K
A

2024-002967-0

Recording Dist: 101 - Juneau
9/16/2024 08:39 AM Pages: 1 of 2



AFTER RECORDING, RETURN TO:
Misty Sea Charters & Lodging LLC
and R&S Construction LLC
c/o Misty Sea Charters & Lodging LLC
1044 Timberwolf Lane
Juneau, Alaska 99801

Juneau Recording District

WARRANTY DEED
(A.S. 34.15.030)

AETIA: 68468

The GRANTOR, **LOWPETE CONSTRUCTION, INC.**, an Alaska business corporation, whose mailing address is *P.O. Box 34939, Juneau, Alaska 99801*, for and in consideration of TEN DOLLARS (\$10.00) and other good and valuable consideration in hand paid, the receipt of which is hereby acknowledged, conveys and warrants to GRANTEES, **MISTY SEA CHARTERS & LODGING LLC**, an Alaska limited liability company, whose mailing address is *1044 Timberwolf Lane, Juneau, Alaska 99801*, AND **R & S CONSTRUCTION, LLC**, an Alaska limited liability company, whose mailing address is *P.O. Box 210194, Auke Bay, Alaska 99821*, together as tenants in common, the following-described real estate:

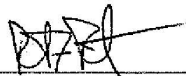
Lot 1, RAVENWOOD SUBDIVISION, according to Plat 2019-3, Juneau
Recording District, First Judicial District, State of Alaska.

SUBJECT TO ALL the reservations, exceptions, easements, encumbrances, leases, covenants, conditions, and restrictions of record, if any.

[Grantor signature and notary acknowledgement appear on the following page]

DATED: this 13 day of September, 2024.

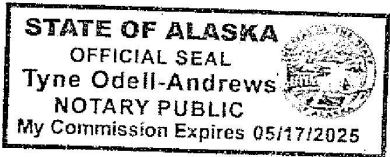
GRANTOR: LOWPETE CONSTRUCTION, INC., an Alaska Business Corporation



By: Richard Petersen
Its: President

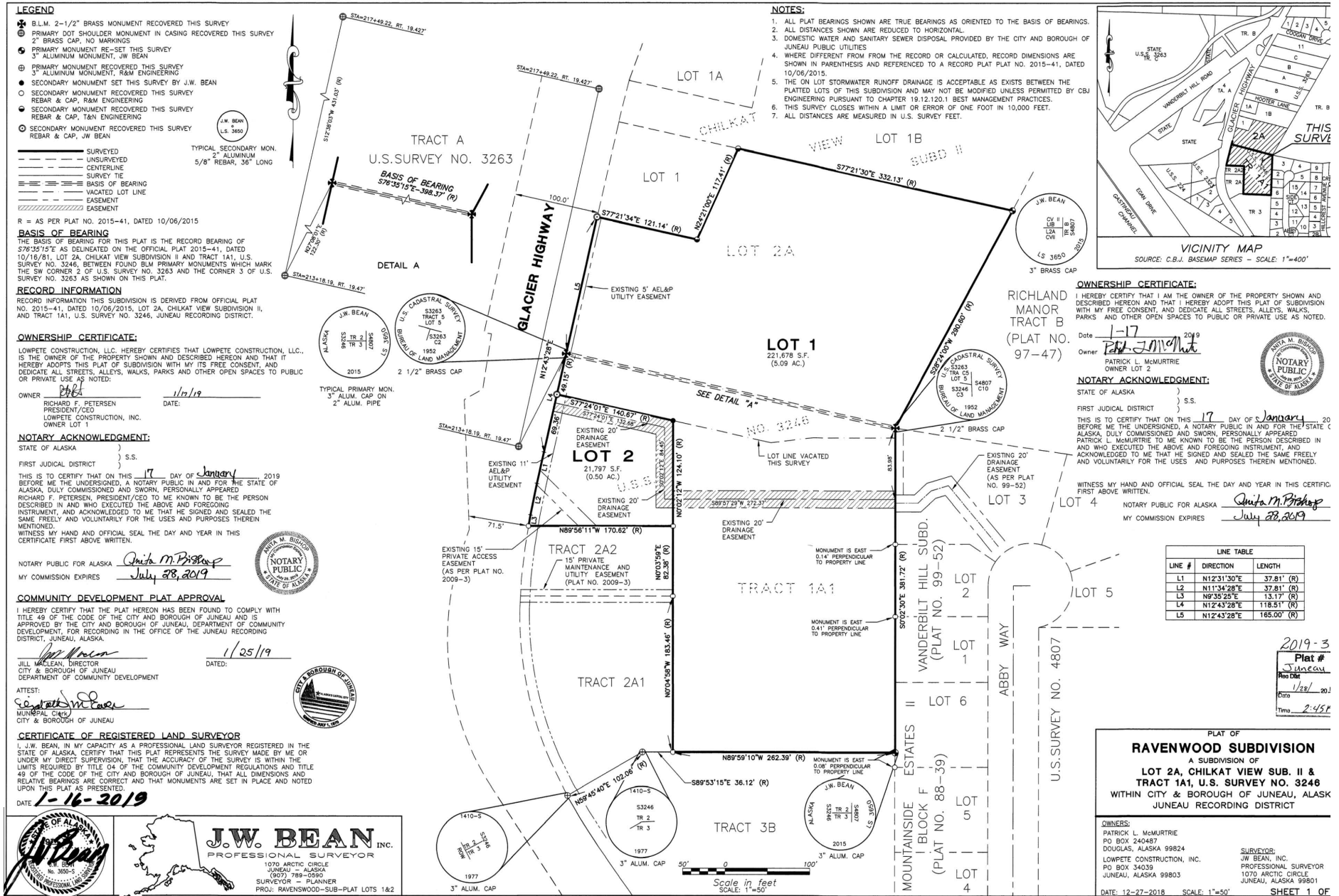
STATE OF ALASKA)
) ss.
FIRST JUDICIAL DISTRICT)

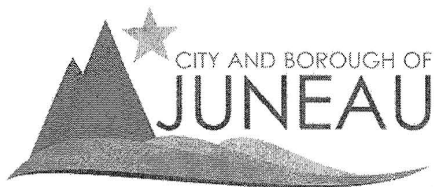
The foregoing instrument was acknowledged before me this 13 day of September, 2024, by **RICHARD PETERSEN, PRESIDENT** of **LOWPETE CONSTRUCTION, INC.**, an Alaska business corporation, on behalf of the corporation.


Notary Public in and for Alaska
My Commission Expires: 5/17/25

WARRANTY DEED

Page 2 of 2



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

CERTIFICATION OF TAXES AND ASSESSMENTS PAID

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

State of Alaska Department of Natural Resources

Current Owner

USS 3853 FR

Legal Description

3D0201000050

Parcel Code Number

and that, according to the records in my possession, there are no taxes assessed against said parcel as this parcel is owned by the State of Alaska, which is a tax exempt entity; and any special assessments assessed against said parcel and in favor of the City and Borough of Juneau have been paid in full.


Cheryl A. Crawford

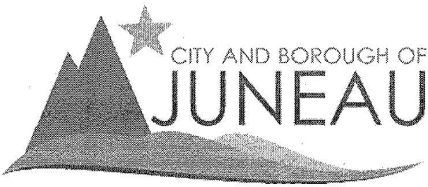
January 22, 2019

Date

This Certification of Payment of Taxes is valid through December 31, 2019

Juneau 2019

Section J, Item 5.



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

CERTIFICATION OF TAXES AND ASSESSMENTS PAID

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

City and Borough of Juneau Lands and Resources

Current Owner

USS 3853 LT 2 FR

Legal Description

3D0201000070

Parcel Code Number

and that, according to the records in my possession, there are no taxes assessed against said parcel as this parcel is owned by the City and Borough of Juneau, which is a tax exempt entity; and any special assessments assessed against said parcel and in favor of the City and Borough of Juneau have been paid in full.


Cheryl A. Crawford

January 22, 2019

Date

This Certification of Payment of Taxes is valid through December 31, 2019

Presented by: The Manager
Introduced: 02/24/2014
Drafted by: A.G. Mead

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2014-10

An Ordinance Amending the Official Zoning Map of the City and Borough to Change the Zoning of USS 3246 Tracts 1A, 2A1 and 2A2, Located at 4660, 4664 and 4670 Glacier Highway, from D-5 to D-15.

WHEREAS, the area of the proposed rezone, USS 3246, Tracts 1A, 2A1 and 2A2, located near the Pioneer Home at 4660, 4664, and 4670 Glacier Highway, is currently zoned as D-5 (single family/duplex – five units per acre); and

WHEREAS, the CBJ Comprehensive Plan supports denser residential zoning adjacent to transit corridors; and

WHEREAS, the proposed rezone is located within the Urban Service Area Boundary map, which has access to City and Borough water and sewer utilities to adequately accommodate higher development usage and which the CBJ Comprehensive Plan supports as an area for compact development to increase efficient land use; and

WHEREAS, changing the zoning of these three properties would expand an existing D-15 Zone (15 units per acre), rather than create a new one; and

WHEREAS, at its November 26, 2013 regular meeting the Planning Commission recommended that a rezoning request be forwarded to the Assembly for approval.

NOW, THEREFORE, BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

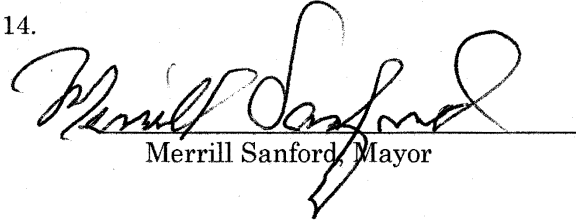
Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

Section 2. Amendment to the Official Zoning Map. The official zoning map of the City and Borough, adopted pursuant to CBJ 49.25.110, is amended to change the zoning of USS 3246, Tracts 1A, 2A1 and 2A2, located near the Pioneer Home at 4660, 4664, and 4670 Glacier Highway, from D-5, to D-15.

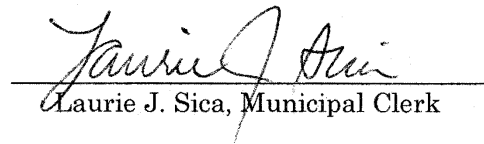
The described rezone is shown on the attached Exhibit “A” illustrating the area of the proposed zone change.

Section 3. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this 17th day of March, 2014.


Merrill Sanford, Mayor

Attest:


Laurie J. Sica, Municipal Clerk

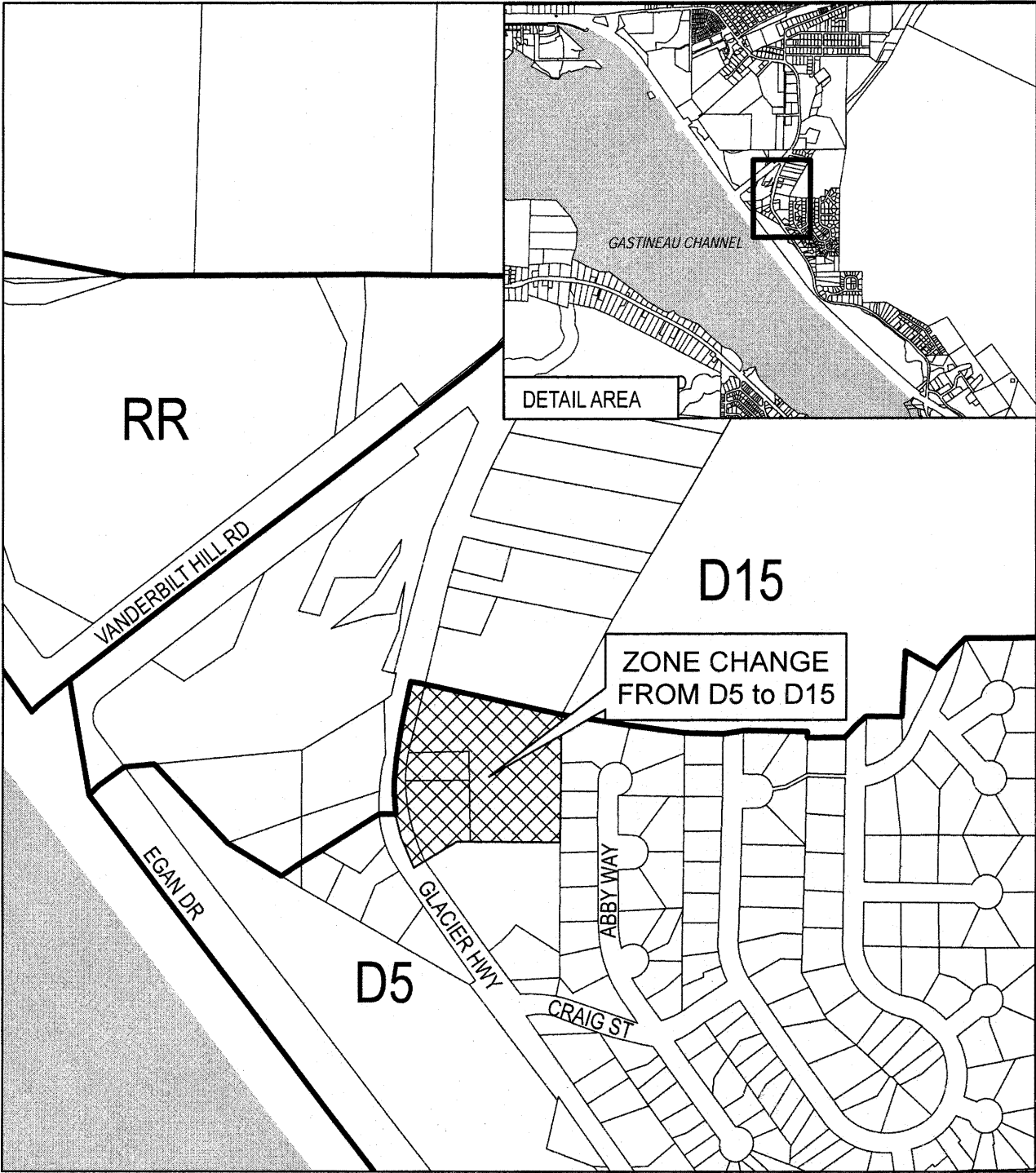


Exhibit A - Ord. 2014-10 Zoning Change for USS 3246 Tracts 1A, 2A1, and 2A2 from D5 to D15.	0 125 250 500 750 Feet N
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Map created: 1/27/2014

Project source: F:\gis_work\Quinn\Projects\CDD\vicinity maps 14.mxd



Attachment G – Public Notice Posting

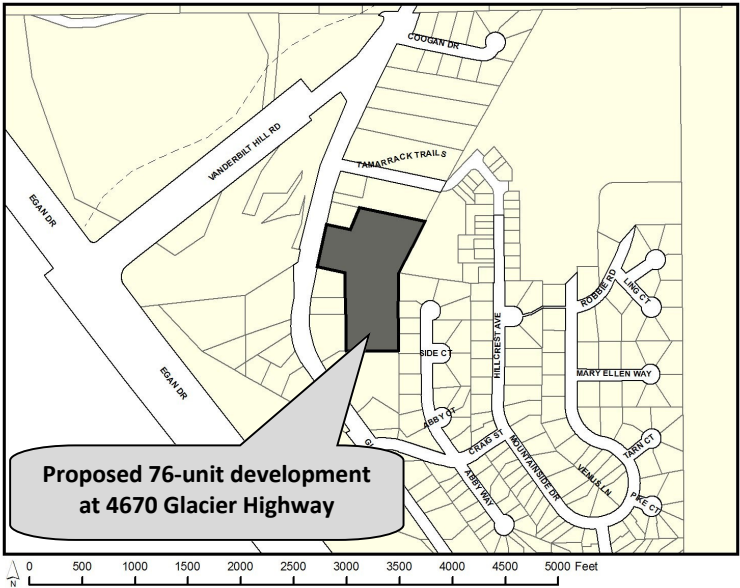




Invitation to Comment

On a proposal to be heard by the CBJ Planning Commission

Your Community, Your Voice



TO

A Preliminary Plan for an Alternative Residential Subdivision has been submitted for consideration and public hearing by the Planning Commission for **developing up to 76 dwelling units on 5.1 acres at 4670 Glacier Highway** in a **D15 zone**.

PROJECT INFORMATION:

Project Information can be found at:
<https://juneau.org/community-development/short-term-projects>

PLANNING COMMISSION DOCUMENTS:

Staff Report expected to be posted **Monday, March 3, 2025** at
<https://juneau.org/community-development/planning-commission>
Find hearing results, meeting minutes, and more here, as well.

Now through Feb. 20	Feb. 21— noon, March 7	HEARING DATE & TIME: 6:00 pm, March 11, 2025	March 12
Comments received during this period will be sent to the Planner, David Peterson , to be included as an attachment in the staff report.	Comments received during this period will be sent to Commissioners to read in preparation for the hearing.	This meeting will be held in person and by remote participation. For remote participation: join the Webinar by visiting https://juneau.zoom.us/j/85421744892 and use the Webinar ID: 854 2174 4892 OR join by telephone, calling: 1-253-215-8782 and enter the Webinar ID (above). You may also participate in person in City Hall Assembly Chambers, 155 Heritage Way Juneau, Alaska.	The results of the hearing will be posted online.
FOR DETAILS OR QUESTIONS, Phone: (907)586-0753 ext. 4132 Email: pc_comments@juneau.gov or David.Peterson@juneau.gov Mail: Community Development, 155 Heritage Way, Juneau AK 99801			
		Case No.: ARP2024 0001 Parcel No.: 7B1001150063 CBJ Parcel Viewer: http://epv.juneau.org	

From: [Jill Lawhorne](#)
To: [David Peterson](#)
Cc: [Nicolette Chappell](#); [Madeline Carse](#)
Subject: FW: Ravenwood subdivision
Date: Friday, February 21, 2025 12:43:50 PM
Importance: High

Hi David – just looping in Nicolette and Maddie. I just spoke with Nicolette. The legal ads are in paper now on the two Wednesdays prior, not the Fridays. Please make sure to care for the details first thing Monday morning with the Admin team.

Hopefully, you can rest up this weekend.

Jill

From: Jill Lawhorne <jill.lawhorne@juneau.gov>
Sent: Friday, February 21, 2025 12:40 PM
To: David Peterson <David.Peterson@juneau.gov>
Subject: RE: Ravenwood subdivision
Importance: High

Hi David,

If the PAC is correct on the TIA numbers (about 400 ADT), then a TIA is not required, however, DOT must submit comments and any conditions they need for Glacier Hwy.

[Redacted]

- [Redacted]
- [Redacted]
- [Redacted]

[Redacted]

[Redacted]

Jill

From: David Peterson <David.Peterson@juneau.gov>
Sent: Thursday, February 20, 2025 9:58 AM
To: Jill Lawhorne <jill.lawhorne@juneau.gov>
Subject: Re: Ravenwood subdivision

Jill,

We could condition those items.

Are you going to want a TIA?

And, can this still make the March 11 PC meeting?

DP

Powered by Cricket Wireless

Get [Outlook for Android](#)

From: Jill Lawhorne <jill.lawhorne@juneau.gov>
Sent: Thursday, February 20, 2025 9:39:33 AM
To: David Peterson <David.Peterson@juneau.gov>
Subject: RE: Ravenwood subdivision

Hi David,

Couldn't we condition the preliminary plat for snow storage and mailbox location? I don't see that these are required to send the plat to the commission?

Thanks – hope you feel better!

Jill

From: David Peterson <David.Peterson@juneau.gov>
Sent: Thursday, February 20, 2025 6:32 AM
To: Rob Worden <roblisa@ak.net>; Jill Lawhorne <jill.lawhorne@juneau.gov>
Subject: Re: Ravenwood subdivision

Hello Rob,

I am out sick this week. Are there any questions I can answer via email?

Last I discussed with your surveyor, I requested mailbox location and snow storage to be shown.

Best Regards,

DP

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From: Rob Worden <roblisa@ak.net>

Sent: Wednesday, February 19, 2025 11:32:02 AM

To: Jill Lawhorne <jill.lawhorne@juneau.gov>; David Peterson <David.Peterson@juneau.gov>

Subject: Ravenwood subdivision

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

Hello Jill and David,

I had ran down to the city today as per my email yesterday to David. I was wanting to go over a few questions from Vector engineering and Last Frontier Surveying and Engineering in regards to finalizing the plat we had turned in on February 10th. I would like to set a time tomorrow morning to meet with hopefully the both of you in regards to confirming we are on the march 10th Planning commission and we had other questions that I will list below so you have time to review them to coincide with our plat that we had submitted by the timeframe requested by David Peterson to make the March 10th PC meeting.

- 1- The minimum parent lot size is 150% of the minimum lot size for the zoning district in which it is located. In this case 7500 sq ft is the minimum parent lot size. In our current plat, the required setbacks and frontage combine to 20,000+ sq ft. This doesn't include the ROW area. We want to verify that this meets the intent of the code?
- 2- Do we need to meet CBJ ROW requirements? Or can we use engineering standards to determine road geometry, sidewalks , etc.?
- 3- Do we need to meet CBJ street lighting requirements? Or can we design based standard engineering requirements?
- 4- Our average daily trips generated are below the 500 trip threshold for a required traffic study, is one going to be required or is there one nearby that we can utilize?
- 5- How do you want the "Additional Mapping or Reports" packaged and delivered? At the back of the plat? Or a standalone package?
- 6- Because the street will be HOA owned, do CBJ snow storage requirements apply?
- 7- If we build the streets city standards, will the city take the street dedication?
- 8- We are confirming from my emailed questions regarding section D107 of the code that we do not fall under 2 separate accesses to glacier highway to provide 42 single family homes on an ARS subdivision? I had a response from Theresa Ross from Capital City Fire stating one access was sufficient on January 27th but just wanted final verification?

9- We are proposing a name change requested by the city from Ravenwood Subdivision to Brow Tine Subdivision and are checking that this is acceptable?

Rob Worden
907-321-5015



PLANNING COMMISSION STAFF REPORT
TEXT AMENDMENT AME2025 0001
HEARING DATE: FEBRUARY 25, 2025

(907) 586-0715

CDD_Admin@juneau.gov

www.juneau.org/community-development

155 Heritage Way • Juneau, AK 99801

DATE: February 14, 2025

TO: Mandy Cole, Chair, Planning Commission

BY: Irene Gallion, Senior Planner

THROUGH: Jill Lawhorne, Director, AICP

PROPOSAL: The proposed ordinance amends the Title 49 Land Use Code Relating to Rules of Construction, Permits, Equivalent Use Determinations, Determination of Minor Versus Major Developments, Accessory Dwelling Units, Caretaker Units, and Transition Zones.

STAFF RECOMMENDATION: Forward the proposed ordinance with a recommendation of APPROVAL to the Assembly.

KEY CONSIDERATIONS FOR REVIEW:

- The Assembly requests substantive proposals for change, if warranted.
- The Assembly has directed the Planning Commission to provide a recommendation within 60 days of the Assembly action (January 27, 2025)
- The proposed ordinance conforms to the Comprehensive Plan.
- The proposed ordinance supports the Assembly's Goal 1 Housing: Assure adequate and affordable housing for all CBJ residents.

ALTERNATIVE ACTIONS:

1. **Amend:** modify the proposed ordinance and recommend approval to the Assembly.
2. **Deny:** recommend denial of the proposed ordinance to the Assembly. Planning Commission must make its own findings.
3. **Continue:** continue the hearing to a later date if determined that additional information or analysis is needed to make a decision, or if additional testimony is warranted.

ASSEMBLY ACTION REQUIRED:

Assembly action is required for this text amendment. The Commission's recommendation will be forwarded to the assembly for final action.

STANDARD OF REVIEW:

- Quasi-legislative decision
- Requires five (5) affirmative votes for approval

GENERAL INFORMATION

Applicant	City and Borough of Juneau
Initiated By	Rob Dumochel, Special Project Planning Manager
Property Affected	Borough-wide

The Commission shall hear and decide the case per CBJ 49.10.170(d) Planning Commission Duties. The commission shall make recommendations to the assembly on all proposed amendments to this title, zonings and rezoning, indicating compliance with the provisions of this title and the comprehensive plan.

DISCUSSION

Background – Attached memos summarize the proposed changes:

Attachment	Summary
A	Title 49 Phase 1 Text Amendments, “First Wave” <i>This memo summarizes the proposed actions. These amendments focus on updates that are independent of the Comprehensive Plan rewrite process.</i>
B	Accessory Dwelling Unit Text Amendment <i>Removes the Planning Commission requirement for review of ADUs on lots smaller than minimum lot size for the zoning district. Increases ADU size to 1,000 square feet or 40% principal structure size. Reduces rear yard setback to ten feet. Eliminates parking requirement for ADUs within one mile of a transit stop. Allows bungalow ADUs if they remain within the footprint of the bungalow.</i>
C	Caretaker units in Industrial Areas <i>Limits caretaker units to 2,000 square feet. Eliminates the parking requirement for the caretaker unit.</i>
D	Determining Uses – Major vs. Minor Developments <i>Underlying density is used to determine major versus minor development for multi-family structures. Characterized as “aggressive.”</i>
E	Use Not Listed <i>Allows the Director to approve a use not listed, with the option of having the Commission weigh in.</i>
F	Upzoning <i>Allows the Director to upzone a transition zone when certain triggers have been met, rather than requiring Planning Commission approval.</i>
G	Amendments to Approved Permits <i>Creates an administrative pathway for minor amendments to permits, except for exploration and mining.</i>
H	Rules of Construction <i>Codifies rules of interpretation for code.</i>

The Assembly has established an accelerated program for Title 49 rewrites.

- The Special Project Planning Manager has consolidated proposed changes based on previous work done by the Commission’s Title 49 Committee, The Assembly’s Title 49 Advisory Ad Hoc Committee, and Director input.
- A special contract attorney reviewed proposed changes.
- The Assembly’s Committee of the Whole reviewed the proposed changes and has established a 60-day timeline for Planning Commission input.

WORK SESSION DATES	
Assembly Title 49 Advisory Ad Hoc Committee (completed)	October 28, 2024
Assembly Title 49 Advisory Ad Hoc Committee (completed)	November 13, 2024
Assembly Committee of the Whole (completed)	January 27, 2025
Planning Commission (this meeting)	February 25, 2025
Assembly Meeting (planned)	April 7, 2025

Minutes and recording for the completed Assembly Title 49 Ad Hoc Committee meetings are not available.

Minutes for the January 27, 2025 Assembly Committee of the Whole meeting are not available. A recording is available at CBJ's Meetings and Agendas page: <https://juneau-ak.municodemeetings.com/> Time stamp 1:08. Meeting materials presented include the memos listed above, a PowerPoint (**Attachment I**) and a draft ordinance (**Attachment J**).

COMPLIANCE WITH TITLE 49

CBJ 49.05.100 - Purpose and intent. The purpose and Intent of Title 49 Land Use Code is:

- (1) To achieve the goals and objectives, and implement the policies, of the Juneau comprehensive plan, and coastal management program;*
- (2) To ensure that future growth and development in the City and Borough is in accord with the values of its residents;*
- (3) To identify and secure, for present and future residents, the beneficial impacts of growth while minimizing the negative impacts;*
- (4) To ensure that future growth is of the appropriate type, design and location, and is served by a proper range of public services and facilities such as water, sewage, and electrical distribution systems, transportation, schools, parks and other public requirements, and in general to promote public health, safety and general welfare;*
- (5) To provide adequate open space for light and air; and*
- (6) To recognize the economic value of land and encourage its proper and beneficial use.*

TITLE 49 - The proposed text amendment complies with CBJ Title 49 Land Use Code.

COMPLIANCE WITH ADOPTED PLANS

2013 COMPREHENSIVE PLAN VISION: *The City and Borough of Juneau is a vibrant State Capital that values the diversity and quality of its natural and built environments, creates a safe and satisfying quality of life for its diverse population, provides quality education and employment for its workers, encourages resident participation in community decisions and provides an environment to foster state-wide leadership.*

2013 COMPREHENSIVE PLAN The proposed text amendment conforms to the 2013 Comprehensive Plan.			
Chapter	Page No.	Item	Summary
Accessory Dwelling Units			
3	14	Suburban	ADUs can achieve higher density while maintaining character.
4	28	Housing Need	Small units and high density developments are needed in the areas served by utilities.
10	130	IA10.2-IA2	Review zoning districts along transit corridors to increase density, including ADUs.
Caretaker Units			
10	135	10.7-DG2, F	Residential uses, other than caretaker units, should be prohibited in industrial zones.
	139	10.12-SOP1	Allow residences above water-dependent uses in Waterfront Commercial, and caretaker units in Waterfront Industrial.
Determining Uses/Use not listed			
18	227	Guiding Document	Analysis requires balancing relevant policies and looking wholistically at the situation, site and environs.
18	228	18.1-IA2	Revise code for timely implementation.
18	229	18.2-IA4	Establish procedures for public officials in plan review.
Upzoning			
3	15	Transition Area	When provided with sewer and road serviced, lands should be rezoned to the designated higher density.
3	19	3.1-IA1	Allow upzoning by petition from the property owner and approval by the Director.
10	133	10.5-SOP3	Allow appropriate densities in areas served by water and sewer.
Amending Permits			
4	40	4.6-IA4	Streamline residential permit.
Rules of Construction – No direct reference			

2016 HOUSING ACTION PLAN The proposed text amendment conforms with the 2016 Housing Action Plan			
Chapter	Page No.	Item	Summary
Accessory Dwelling Units			
	47	Zoning Changes	Create a policy that directs new development into areas with existing infrastructure.
	47	Implementation	Streamline infill housing permitting.
	48	Implementation	Look at reducing setbacks and minimum lot sizes for ADUs
Upzoning			
	47	Zoning Changes	When infrastructure is expanded, rezoning should be automatic.

2015 ECONOMIC DEVELOPMENT PLAN The proposed text amendment CONFORMS with the 2016 Housing Action Plan			
Chapter	Page No.	Item	Summary

2015 ECONOMIC DEVELOPMENT PLAN The proposed text amendment CONFORMS with the 2016 Housing Action Plan			
	38	Survey Results	Streamlining permitting would improve business climate.
	101	Local Government Role in Housing	Reduce permitting burden for housing development.

AGENCY REVIEW

Agency review is conducted through the Assembly's process.

PUBLIC COMMENTS

The Assembly will accept public comments at their meeting on April 7, 2025.

FINDINGS

1. Does the proposed text amendment comply with the Comprehensive Plan and other adopted plans?

Analysis: The proposed amendment balances the varied 2013 Comprehensive Plan policies and is generally consistent with the overall vision. The proposed amendment is supported by the 2016 Housing Action Plan.

Finding: Yes. The proposed text amendment complies with the 2013 Comprehensive Plan, the 2016 Housing Action Plan, and the 2015 Economic Development Plan.

2. Does the proposed text amendment comply with Title 49 – Land Use Code?

Analysis: The proposed amendment was drafted with the purpose and intent of Title 49 taken into account. If approved as drafted, it will be consistent with the above purposes.

Finding: Yes. The proposed development complies with the purpose and intent of Title 49.

RECOMMENDATION

Staff recommends the Planning Commission adopt the Director's analysis and findings and make a recommendation to the Assembly to APPROVE the proposed text amendment to Title 49 Land Use Code Relating to Rules of Construction, Permits, Equivalent Use Determinations, Determination of Minor Versus Major Developments, Accessory Dwelling Units, Caretaker Units, and Transition Zones.

STAFF REPORT ATTACHMENTS

Item	Description
Attachment A	Memo: Title 49 Phase 1 Text Amendments, First Wave
Attachment B	Memo: Accessory Dwelling Unit Text Amendment
Attachment C	Memo: Caretaker Units in Industrial Areas
Attachment D	Memo: Determining Uses – Major vs. Minor Developments
Attachment E	Memo: Use Not Listed
Attachment F	Memo: Transition Zone Upzoning
Attachment G	Memo: Amendments to Approved Permits
Attachment H	Memo: Rules of Construction for Title 49

Item	Description
Attachment I	PowerPoint Presentation from January 27, 2025 Assembly Committee of the Whole
Attachment J	Draft Ordinance 2025-15, presented at the January 27, 2025 Assembly Committee of the Whole



City and Borough of Juneau
City & Borough Manager's Office
155 Heritage Way
Juneau, Alaska 99801

Telephone: 586-5240 | Facsimile: 586-5385

TO: Mayor Weldon and Assembly
FROM: Rob Dumouchel, Special Project Planning Manager
THROUGH: Katie Koester, City Manager
DATE: 14JAN25
RE: Title 49 Phase 1 Text Amendments, First Wave

The rewrite of Title 49 – Land Use is a multi-phase project. Phase 1 began in August 2024 and is focused on updates that are not dependent on the upcoming rewrite of the Comprehensive Plan.¹ Text amendments related to housing and efficient permitting make up the bulk of the first wave of Phase 1 text amendment proposals.

This memo is a roadmap to the materials provided for the first wave of text amendments. The proposal touches on housing, code interpretation, and discretion. This memo provides a brief overview of the proposed amendments. Attached to this memo are a series of memos discussing technical elements of the text amendments. The table below lists memo topics, the sections of code involved, and a high-level description of the impacts:

Topic	Code Sections	Overview of Changes
Accessory Dwelling Units (ADUs)	Edits: 49.25.300 – Determining Uses and Table of Permissible Uses; 49.25.510(k) – Accessory Apartments; 49.40.210 – Number of Off-Street Parking Spaces Required; 49.65.630 – Bungalow Construction Standards; and 49.80.120 – Definitions Creates: 49.25.512 – Accessory Dwelling Units (ADUs)	Modernizes Accessory Apartment/ADU program and edits associated sections of Title 49
Caretaker Units in Industrial Areas	Edits: 49.25.250 – Waterfront Districts; 49.25.300 – Determining Uses and Table of Permissible Uses; 49.40.210 – Number of Off-Street Parking Spaces Required; 49.65.300 – Mobile Homes on Individual Lots; and 49.80.120 – Definitions Creates: 49.25.514 – Caretaker Units	Defines caretaker units and creates a framework for their administration and development
Use Not Listed	Edits: 49.20.320 – Use Not Listed	Allows the Director to make equivalent use determinations
Determining Uses	Edits: 49.25.300 Determining Uses	Removes select conditional use permit triggers
Transition Zones	Edits: 49.70.720 – Zoning Upgrade	Allows Director to upzone eligible Transition (T) zoned parcels
Amendments to Approved Permits	Creates: 49.15.160 – Amendments of Approved Permits & 49.15.130(d) regarding incomplete applications Deletes: 49.15.660 – Amendments to Approved Planned Unit Development Plan; 49.15.750 – Amendments to Approved Cottage Housing Development Plan; 49.15.970 – Amendments to Approved Alternative Residential Subdivision Plan	Creates a mechanism that allows for Director-level amendments for minor changes
Rules of Construction for Title 49	Replaces: 49.05.140 – Interpretation with 49.05.140 Rules of Construction Deletes: 49.80.110 – Rules of Construction	Improves existing code related to interpretation and construction of Title 49

¹ Phase 1 is envisioned to cover the following elements: **Wayward Code** – those sections of code that would be more appropriately located elsewhere in CBJ code; **Process Improvements** – amendments that streamline permitting by increasing clarity and efficiency; **Unfulfilled Aspirations** – concepts already vetted and approved by previous planning documents but not yet implemented; **Unfinished Business** – topics discussed at the Planning Commission level but not completed and advanced to the Assembly for consideration

The Ad Hoc Title 49 Advisory Committee was presented the concepts included in the text amendment at their October 28, 2024 meeting. The conversation was continued to their November 13, 2024 meeting where the Committee passed a motion to support the development of a text amendment containing all of the proposed concepts.² The text amendment was drafted in-house and preliminary legal review has been completed by the Title 49 Rewrite project's contract attorney.

On February 3, 2024, the Assembly will have the ability to initiate the text amendment process in accordance with 49.75.410(b).³ Staff is recommending that a 60-day "shot clock" provision be included in the motion to initiate the text amendment process. This ensures a timely return of the amendment to the Assembly for consideration.

Staff Recommendation: Introduce ordinance with proposed text amendments to Title 49 and refer to the Planning Commission for a review to be completed within 60 days.

Attachments:

- Memo: Accessory Dwelling Units
- Memo: Caretaker Units in industrial Areas
- Memo: Determining Uses – Major vs. Minor Developments
- Memo: Use Not Listed
- Memo: Transition Zone Upzoning
- Memo: Amendments to Approved Permits
- Memo: Rules of Construction for Title 49
- Text Amendment – Ordinance 2025-15

² There was disagreement over how to best implement industrial caretaker units, however, the committee generally supports a limited apartment-type use in industrial districts, more information is provided in the attached caretaker text amendment memo.

³ 49.75.410 Text Amendments. (a) **Commission initiated.** The commission shall initiate an amendment to this title by holding a public hearing to consider whether it should recommend such amendment to the assembly. The director shall provide at least ten days public notice of the hearing (b) **Assembly initiated.** The assembly shall initiate an amendment to this title by referring such amendment to the commission for proceeding in accordance with subsection (a) of this section.



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TO: Mayor Weldon and Assembly
 FROM: Rob Dumouchel, Special Project Planning Manager
 THROUGH: Katie Koester, City Manager
 DATE: 14JAN25
 RE: Accessory Dwelling Unit Text Amendment

A heightened focus on accessory dwelling units (ADUs) has emerged as an impactful strategy to increase housing in cities across America. ADUs can be attached or detached structures located on the same parcel as an existing residential use. They use a small-scale infill development pattern to bring a "gentle density" increase to neighborhoods and take advantage of existing infrastructure such as roads, sidewalks, transit, and utilities.

The proposed ADU text amendment builds on work begun by the Community Development Department (CDD), the Planning Commission, and the Title 49 Subcommittee. The text amendment is written with the intention of integrating current best practices for ADUs to remove barriers to development and streamline permitting. The text amendment is supported by numerous policies from the Comprehensive Plan adopted in 2013 and furthers 2024 Assembly Goal #1: Housing – Assure adequate and affordable housing for all CBJ residents.

ADU Background

ADUs can either be attached or detached dwellings, with complete independent living facilities for one or more people, which are an accessory use subordinate to a primary residential use. ADUs are commonly found as backyard cottages or apartments integrated into a larger existing home. They are a low impact way to add housing to existing neighborhoods. ADUs also tend to be more affordable in nature due to their smaller size.

Common motivations for building an ADU include housing a friend or family member, increasing property value, and gaining additional income⁴. ADUs have a broad appeal as dwelling units and have often been associated with the housing of aging family members and college students. In today's housing market, renters from wide economic and social backgrounds choose to rent ADUs for a variety of reasons.

ADUs are currently allowed in the City and Borough of Juneau (CBJ) through Title 49 – Land Use section 49.25.510(k) which calls them "accessory apartments." According to permit data collected by CDD from 2013 to 2024, ADUs have accounted for approximately 13% of the new housing units added in Juneau in the last decade. Under the current code, many ADUs must go to the Planning Commission for approval via a conditional use permit, however, ADUs seldom receive conditions that aren't already covered by existing codes or laws. In total, 11 use permits for ADUs have been considered by the Planning Commission since 2021. All have been approved, and only one ADU received conditions that went beyond a restatement of existing Title 49 regulations⁵. It can be inferred from this pattern that requiring conditional use permits for ADUs has not created meaningful value for the community and use permits have become an unnecessary barrier to housing development. Figure 1 below shows the pattern of ADU approvals by year from 1990 to 2024 (note that the permits are credited to the year in which they were applied for, not necessarily the year in which they were granted).

⁴ Volker, J. M., & Handy, S. (2023). Exploring homeowners' openness to building accessory dwelling units in the Sacramento metropolitan area. *Journal of the American Planning Association*, 89(1), 45-60.

⁵ One ADU was approved for a use permit but failed to secure a parking waiver in a separate vote which effectively denied the ADU. An appeal was filed with the Assembly and rejected; however, the Assembly has encouraged the applicant to reapply for a parking waiver. If the proposed ADU text amendment is approved, the subject ADU would not require a use permit or a parking waiver.

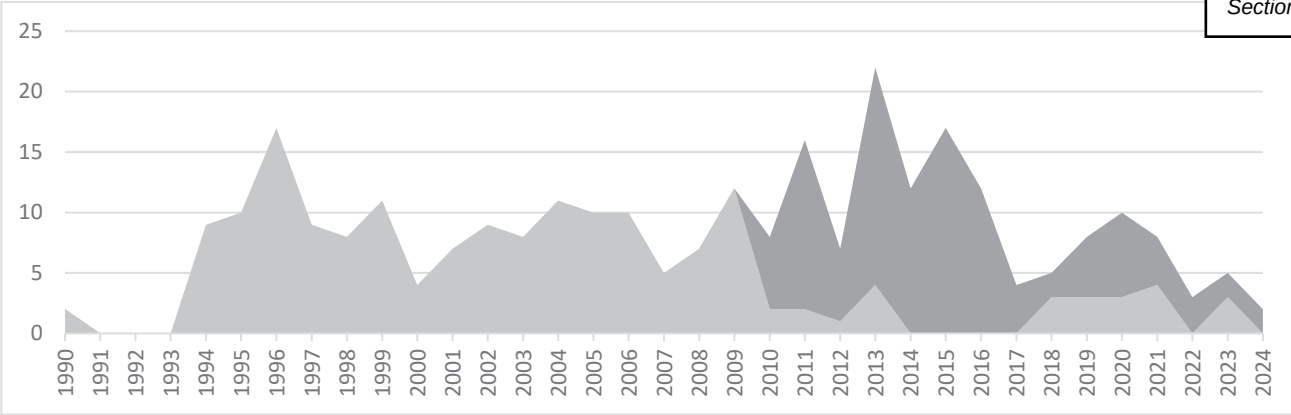


Figure 1: Approved ADU use permits (light gray) and accessory apartment permits (dark gray) by year 1990-2024

Barriers created by zoning codes, or perceived to be created by zoning codes, can deter the development of ADUs by homeowners who would otherwise have an interest in creating a unit – or encourage the development of unpermitted ADUs which can lead to unsafe housing conditions. The removal of barriers to ADU creation is a strategy that appears to have influenced a proliferation of ADUs in other parts of the country. To accelerate the use of ADUs for housing stock expansion, a growing number of state governments⁶ have taken the step to preempt local governments with ADU laws that remove barriers to development. For instance, California has passed multiple pieces of state-level ADU legislation that have been followed by a quadrupling of annual ADU permits from the early 2000s to 2022⁷. Alaska is unlikely to preempt the planning authority of local governments, however, CBJ is perfectly capable of mirroring current best practices for ADU regulations found throughout the rest of the country as a tool to incrementally relieve housing pressure.

Research has found that the most common barriers to ADU development include zoning, permitting, construction costs, and access to capital through lending institutions⁸. This proposed text amendment would relieve some of the zoning challenges and remove the need for applicants to go through the conditional use permit process in most cases. Matched with the Accessory Dwelling Unit Grant Program within the Juneau Affordable Housing Fund, there is a real potential for increased ADU development in Juneau. If the Assembly is interested in addressing issues related to lending, that is outside the scope of Title 49 and would be best handled through public/private partnerships between CBJ and lending institutions.

The basics of a high-performance ADU program include allowing ADUs by-right (meaning that they do not require a conditional use permit); streamlining approval processes; minimizing or removing parking requirements; allowing larger units; and not creating so many rules for ADUs that they become too expensive to build or are perceived as too difficult to build⁹. Another best practice is to create pathways for the permitting of illegal units through amnesty programs that agree to not penalize homeowners for past violations if they successfully bring their unpermitted ADU into compliance with current zoning and building codes¹⁰.

ADUs in Alaska

ADU ordinances in Alaska are on a spectrum from very restrictive to very permissive. On the restrictive end, cities allow only very small units, have owner occupancy requirements, high parking standards, and require use permits. On the permissive end, unit sizes are larger, parking requirements are either relaxed or absent, and approvals are ministerial. The Table below gives a brief overview of ADU programs in six different Alaskan municipalities.

⁶ California, Connecticut, Maine, New Hampshire, Oregon, Rhode Island, Utah, Vermont, and Washington
⁷ Wielga, C. (2023). Accessory Dwelling Units and the Preemption of Land Use Regulation. *Cityscape*, 25(3), 99-122.
⁸ Chapple, K., Wegmann, J., Mashhood, F., & Coleman, R. (2017). Jumpstarting the market for accessory dwelling units: Lessons learned from Portland, Seattle, and Vancouver; Volker, J. M., & Handy, S. (2023). Exploring homeowners' openness to building accessory dwelling units in the Sacramento metropolitan area. *Journal of the American Planning Association*, 89(1), 45-60.
⁹ Alaska Municipal League. (2023). AkDU's and Don'ts: A Practical Approach to Bringing Additional Dwelling Units to Alaska Communities.
¹⁰ Ramsey-Musolf, D. (2018). Accessory dwelling units as low-income housing: California's Faustian bargain. *Urban Science*, 2(3), 89.

City/Borough	Size	Parking	Other Notable Features
Kodiak Island Borough	575 sq ft to 725 sq ft depending on zone district	2 spaces if <600 sq ft 3 spaces if >600 sq ft	Owner must live on site
Mat-Su Borough	Cannot exceed 50% of the principal dwelling floor area	Not addressed	Allow up to two ADUs
Palmer	300 sq ft minimum; 900 sq ft maximum; No more than 40% of gross floor area of principal dwelling	1 space for studio and one-bedroom units 2 spaces for two-bedroom units	Owner must live on site at least six months per year; Attached units must have interior door connecting units; ADU permits are non-transferrable
Petersburg	800 sq ft or: 40% of main dwelling on lots <.5 acres; 60% of main dwelling on lots >.5 acres and <1 acre; 80% of main dwelling on lots >1 acre	None required	ADU can't be taller than principal residence or closer to the front of the property
Sitka	800 sq ft	Parking plan required	Excluded from Short Term Rental usage; No RVs or mobile homes as ADUs; A conditional use permit can override general ADU requirements
Soldotna	750 sq ft	1 space	Excluded from Short Term Rental usage; No RVs or mobile homes as ADUs

ADU Text Amendment Proposal Highlights

The proposed text amendment removes the existing accessory apartment language in 49.25.510(k) and adds a new section for ADUs within Title 49. It also edits connected sections of code spread throughout Title 49. The proposal includes the following:

- Strikes 49.25.510(k) accessory apartments and replaces it with 49.25.512 accessory dwelling units which is written in plain English and is much shorter than the original code section.
- Reduces ADU permit application requirements contained within code which gives CDD more flexibility to adjust requirements within an evolving development context.
- Exempts ADUs from density calculations.
- Explains an ADU's relationship to a principal structure and acknowledges that a principal structure may become an accessory structure to a newly constructed single-family home.
- Exempts ADUs from minimum lot size and minimum lot width but retains maximum lot coverage and maximum height limits from the underlying zone district. Existing legal nonconforming structures converted to ADUs are not required to remedy noncompliance with lot coverage, setback, or height standards.
- Sets maximum size standard of 1000 square feet for detached ADUs.
- Sets maximum size standard of 1000 square feet or 40% of the principal residential structure, whichever is greater for attached ADUs.
- Sets a 10-foot rear setback for ADUs
- Removes on-site parking requirements for ADUs within one mile of a transit stop, as well as those created via conversion of an existing covered parking space.
- Defines Accessory Dwelling Unit in 49.80.120 – Definitions.
- Explicitly names ADUs as a minor development in single-family; multifamily; and commercial and mixed-use zone districts in 49.25.300 – Determining Uses.
- Principally permits ADUs in all residential districts.
- Allows attached ADUs within the allowable construction standards of a bungalow. The intent is that a conforming bungalow structure could have an ADU created within its footprint, to include the conversion of a covered parking area (i.e., garage).

Future Considerations

The proposed text amendment is intended to remove barriers and stimulate interest in ADU development. It is much less restrictive than the existing code for accessory apartments, but it is driven by best practices from other cities that have had success with ADUs as a housing strategy. If the Assembly choses to adopt the changes, it would be advisable to analyze ADU interest and development patterns in the years following adoption. We may identify additional barriers to remove, or areas in the code where CBJ should become more restrictive. Additionally, ADUs should be a topic of discussion in the comprehensive plan update which begins soon.

Under the Juneau Affordable Housing Fund there is a grant program supporting ADU creation that provides up to \$16,000 to develop a new ADU. I recommend considering an increase to \$50,000 to match the per unit allocation for larger developments. A unit is a unit, regardless of whether it is an ADU or an apartment in a new multifamily complex. This increase has the potential to stimulate ADU development by property owners with less home equity or lower incomes. The Assembly could also consider a loan program to help potential ADU developers overcome the challenge of accessing the capital required to build a new unit.



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TO: Mayor Weldon and Assembly
FROM: Rob Dumouchel, Special Project Planning Manager
THROUGH: Katie Koester, City Manager
DATE: 14JAN25
RE: Caretaker Units in Industrial Areas

It is not appropriate to build extensive residential developments in industrial areas, however, caretaker units are a common and appropriate accessory residential use for industrial developments that provide management and oversight to areas that would otherwise be unsupervised outside of regular working hours. Caretaker units are currently allowed, but they are not well defined and are time consuming to review and approve under the current code. The proposed text amendments would define caretaker units in Title 49, create a section of code specifically for administration of caretaker units, make caretaker units a principally permitted use in Waterfront Industrial (WI) and Industrial (I) zone districts, and address some related issues connected to parking and mobile homes.

Caretaker Units in General

Caretaker units are an accessory residential use in an industrial setting that allows an owner, caretaker, superintendent, security guard, or other similar type of employee to live on the site of a principal industrial use and provide oversight. Caretaker units can be attached or detached, but they are not intended to be the primary use of a parcel.

Caretaker units are a limited exception for a residential use in an otherwise industrial area. Industrial zone districts, by their nature, are not well-suited to high-density residential uses. These areas can be noisy, dirty, and host to numerous physical hazards. Whis this in mind, the Alaska Department of Conservation has regulations relevant to specific industrial uses (e.g., asphalt plants) that may preclude the development of either a caretaker unit or an industrial use, depending on which was established first. Industrial zones generally do not have the amenities one would expect in a residential setting like sidewalks and parks, nor do they have the feelings of community developed through interactions with neighboring households.

There are practical benefits to caretaker units. Having a resident caretaker can increase safety and security for the principal industrial use. It can also ensure a qualified individual is on site to handle emergencies or critical maintenance tasks that may occur at any time of day or night. This could also be viewed as providing a public safety benefit as a caretaker could intervene before a situation escalates into a public health and safety hazard.

Caretake Units within Adopted CBJ Plans and Code

The 2013 Comprehensive Plan is clear that residential uses are not desired within industrial areas, with the exception that caretaker facilities should be allowed (see table below).

Light Industrial (LI)	Residential units should be limited to caretaker units where the occupant works directly for or owns the business for which the occupant is caretaking.
Heavy Industrial (HI)	Residential office, retail, and personal service uses are not to be allowed, except that residential caretaker facilities should be permitted.
Waterfront Commercial/Industrial (WCI)	Residential uses would not be allowed in Waterfront Commercial/Industrial Districts, with the exception of caretaker units.

Within Juneau's Code of Ordinances Title 49 – Land Use, caretaker units are not specifically defined, however, "single-family detached, one dwelling per lot" is listed in the table of permissible uses (49.25.300) as a principal use in Waterfront Industrial (WI) and Industrial (I) zone districts with the caveat that "a single-family residence is allowed as an owner or caretaker residence that is accessory to an existing permitted use in the industrial zone." Despite being principally permitted, residential uses are not listed as a minor development in an industrial zone district under 49.25.300 which could be interpreted as a major development requiring a use permit. There is also code which allows for mobile homes to be used in lots outside of mobile home parks/subdivisions as a "caretaker residence" (49.65.300 (3)) which, in most cases, is a separate type of use from the industrial caretaker unit created by this proposed text amendment.

Title 19 – Building Regulations provides a construction-focused definition for "caretaker facilities" as a temporary building "used for occupancy as a dwelling unit on a temporary basis by a caretaker to protect property or equipment during construction or a limited time event."

The Ad Hoc Title 49 Advisory Committee supported the concept of apartments in industrial zones but was not certain that caretaker units were the best way to implement them. Based on the Committee's discussion, I considered different configurations like extending the accessory dwelling unit code to industrial zones or allowing an apartment with no other designations like caretaker or accessory dwelling. None of the alternatives would be aligned with the 2013 Comprehensive Plan. For that reason, I suggest approving the creation of a section for caretaker units at this time, and, if the updated Comprehensive Plan is more supportive of residential units within industrial zone districts, that we consider collapsing caretaker units into an accessory dwelling unit framework (the proposed 49.25.512 for Accessory Dwelling Units).

Caretaker Text Amendment Proposal Highlights

The proposed text amendment to Title 49 would define a caretaker unit and give guidelines for permitting and administration of this specific type of residence. The proposal:

- Creates a definition for "caretaker unit" under 49.80.120.
- Create a new code section for caretaker units – 49.25.514 which:
 - Requires a permit for development of a caretaker unit.
 - Requires caretaker units to be accessory to a principal use on the same parcel.
 - Limits residency to caretaker and family (family is defined in Title 49 as "one or more persons living as a single housekeeping unit").
 - Exempts caretaker units from density requirements, similar to the proposal for accessory dwelling units.
 - Allows caretaker units to be up to 2000 square feet in net floor area (currently no limit exists).
- Clarifies that caretaker units are a minor development under 49.25.300 – Determining Uses
- Edits the Table of Permissible Uses to:
 - Create a line for "Caretaker units" which principally permits them in Waterfront Industrial (WI) and Industrial (I) zone districts.
 - Remove the option for "Single-family detached, one dwelling per lot" from Waterfront Industrial (WI), and Industrial (I) zone districts as it has been replaced by the new caretaker unit use.
 - Edits entry for "Caretakers mobile homes on individual lots" to instead read as "Mobile homes on individual lots outside of mobile home parks" which principally permits them in the Waterfront Industrial (WI) and Industrial (I) zone districts with the caveat that they are further governed by 49.65, Article III – Mobile Homes.
- Adds caretaker units in industrial zone districts to the rules for mobile homes on individual lots under 49.65.300.
- Adds a line for caretaker units in the parking use table and requires zero off-street parking spaces with the intent that total parking requirements for the parcel hosting a caretaker unit will be driven by the principal industrial use.

Future Considerations: Juneau is home to many highly seasonal industries which have temporary needs for housing of workers. While it would not be appropriate to pursue traditional multi-family housing developments within industrial zone districts, it would be worthwhile to investigate the allowance of Single-Room Occupancy (SROs) for seasonal worker housing in industrial districts. Additionally, with the news that the US Coast Guard is planning to homeport an icebreaker in Juneau, consideration for allowing barracks-style military housing in Waterfront Industrial (WI) is warranted. These discussions could be included as part of the upcoming Comprehensive Plan update process. If SROs and military housing become supported uses in the new Comprehensive Plan, a Title 49 text amendment would be required for implementation.



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TO: Mayor Weldon and Assembly
 FROM: Rob Dumouchel, Special Project Planning Manager
 THROUGH: Katie Koester, City Manager
 DATE: 14JAN25
 RE: Determining Uses – Major vs. Minor Developments

The determination of major versus minor developments in Title 49 has created significant barriers to development, particularly the development of multifamily housing. This proposed amendment would improve interpretation of Title 49, but it would also aggressively expand the amount of housing that could be ministerially approved and greatly speed up the development process for multifamily projects.

Ministerial versus Discretionary Approval

When projects are submitted to the Community Development Department (CDD), they are divided into two major categories:

- (1) Minor developments which are projects that are principally permitted and allowed by-right through a ministerial approval process driven by objective standards in code and enforced under the authority of the CDD Director, and
- (2) Major developments which are projects that require discretionary review through a body like the Planning Commission who must make decisions at public meetings.

The determinations as to whether a use requires a discretionary use permit occurs in 49.25.300. The Table of Permissible Uses indicates if a use is allowed within a specific zone district and if it a principal use allowed by-right, or a conditional use requiring a discretionary permit. Further, 49.25.300(c)(3) defines minor developments by type of zoning district. If a project, even if it is a principal use, cannot fit within the definition of a minor use, it triggers a conditional use permit (i.e., a multifamily residence is principally permitted in multifamily residential districts unless it exceeds eight units, nine or more units require a conditional use permit).

Conditional use permits are a common discretionary permitting tool where the Planning Commission reviews a project based on objective code requirements, but also uses their collective expertise and judgement to include consideration of subjective matters when determining whether to approve a permit and apply conditions of approval (if any).

When drafting a zoning code, it is important to give thought as to whether a project should require a discretionary review or not. Every project that triggers a conditional use permit results in a significant amount of time and effort for CDD staff, as well as cost, anxiety/uncertainty, and potential conflict for applicants. If projects are meeting existing zoning standards and going through discretionary processes with no substantive conditions applied, it indicates that perhaps those projects should not be considered "major" developments in need of discretionary review. This text amendment is intended to reduce the number of projects that require discretionary review via a use permit by expanding the scope of minor developments within 49.25.300.

CBJ Use Permit Review

I conducted a review of Planning Commission meeting minutes spanning from January 2021 to September 2024. As part of that review, I collected data on all use permits which went before the Planning Commission. In total, 66 permits were agendized. 64 permits were approved, 1 permit was rejected, and 1 permit was withdrawn by the applicant. Many use permits were approved on consent (28%), and the Planning Commission

only made modifications to the Director's recommendation in 21% of cases. Objections to approval are uncommon with only 15% of cases experiencing a split vote. What I infer from this information is that:

- (1) CDD staff is doing a good job in helping applicants develop projects with a high chance of success.
- (2) Many projects are unnecessarily subjected to the use permit process.

Digging deeper into the use permits, I reviewed Notices of Determination which contain the conditions, if any, imposed upon the approved projects. Most projects (~65%) have two conditions or less applied to their use permits, and most conditions are just restatements of existing code. Common existing regulations as conditions include restatements of parking requirements (49.40), required adherence to building code regulations (Title 19), restatements of setbacks (49.25.400), signage rules (49.45), and requirements for bear-resistant trash cans (36.20.056).

Determining Uses Text Amendment Highlights

The existing code for determining uses is restrictive and perceived as being somewhat confusing by staff and the public. The proposed text amendment would remove some unnecessary text, clarify that multiple minor developments can be combined and still considered a minor development, and modify dwelling unit restrictions from multi-family and commercial/mixed-use districts¹¹. The proposal:

- Removes outdated references to bedrooms leased on a daily or weekly basis
- Clarifies that a project can combine minor developments without triggering a major development determination
- Removes specific number limits for dwelling units in multifamily and commercial/mixed-use districts and instead relies on existing density and development standards

Multifamily Unit Cap Removal

The most ambitious portion of this proposal is the removal of specific number limits for dwelling units in multifamily and commercial/mixed-use districts. **This is a very aggressive move to support housing.** As currently written, this section designates multifamily housing projects that meet the allowable density in a district but exceed a specific number of units (i.e., over eight units in multifamily residential districts, or twelve in commercial/mixed-use districts) as major developments requiring a conditional use permit. The proposed text amendment removes the numerical standard and instead relies on the density standard of an underlying zone district. So, for instance, if a 20-unit multifamily residence is proposed for a 2-acre parcel in D-15, no use permit would be required because it does not exceed the underlying density standard of the zone district. Theoretically, a very large multifamily project could be permitted as a minor development as long as it meets existing standards in code. This increases certainty for housing developers and reduces carrying costs associated with waiting for discretionary permits.

¹¹ The amendments for accessory dwelling units and caretaker units would also make changes to this section of code.
Title 49 Rewrite, Phase 1 Wave 1 – Page 11



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

TO: Mayor Weldon and Assembly
FROM: Rob Dumouchel, Special Project Planning Manager
THROUGH: Katie Koester, City Manager
DATE: 14JAN25
RE: Use Not Listed

Title 49 – Land Use is very restrictive when it comes to making equivalent use-related decisions. Updating the use not listed regulations is intended to streamline permitting processes by giving the Community Development Director the ability to approve new and innovative land uses more quickly, a benefit to the business community and supported by 2024 Assembly goal #2 – assure Juneau has a vibrant, diverse local economy.

Title 49 has an existing mechanism for approval of uses not listed in the table of permissible uses that requires any equivalent use determination to go to the Planning Commission for a public hearing. In many cases, this is inefficient and a poor use of the Planning Commission's time and creates significant work for Community Development staff.

The proposed text amendment would allow the Community Development Director to consider a use not listed and approve it if it meets certain specific conditions. This is an important tool to be able to handle evolutions of business and local land uses that are similar to existing uses in a timely fashion.

The Director would have the option to refer an equivalent use determination to the Planning Commission, and Director-level decisions would be appealable to the Planning Commission. If there is no logical equivalent use connection, the use would need to be considered through a text amendment as outlined in 49.75.410.



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TO: Mayor Weldon and Assembly
 FROM: Rob Dumouchel, Special Project Planning Manager
 THROUGH: Katie Koester, City Manager
 DATE: 14JAN25
 RE: Transition Zone Upzoning

The City and Borough of Juneau (CBJ) had the foresight to designate certain lands as eligible for upzoning¹² once certain triggers are met. This can be a powerful and effective tool to allow the CBJ to evolve as public water and sewer infrastructure is developed. Unfortunately, despite the clear intent to automatically upzone eligible parcels, no mechanism exists in code to allow that to happen. This issue was identified in the 2013 Comprehensive Plan and Implementing Action 3.1-IA1¹³ suggested that this tool would be better implemented if the Community Development Department (CDD) Director were granted the authority to approve the upzoning of transition zones. This proposed text amendment would give the CDD Director the ability to identify lands eligible for upzoning and ministerially enact the change, saving significant costs in both staff time and financial resources.

Transition Zones in General

Transition zones are governed by 49.70.700 et seq. which states the purpose of a transition zone as follows:

A transition zone is an overlay zone district for certain lands located in the urban service boundary that are set aside for higher density development after public water and sewer have been provided. Transition zones shall be identified as such by the designator "T" on the official zoning maps adopted pursuant to section 49.25.110. The overlay district specifies the current lower density zoning classification as well as the proposed increase. The increase in density will take place at the time public services are provided.

The current code requires either the applicant for a major development permit, or the Planning Commission, to initiate the upzoning of a transition zone and move it forward to a public hearing. Creating staff reports, hosting public meetings, and considering the action at a hearing is a significant amount of work for an action that was predetermined when the land's current zone was adopted.

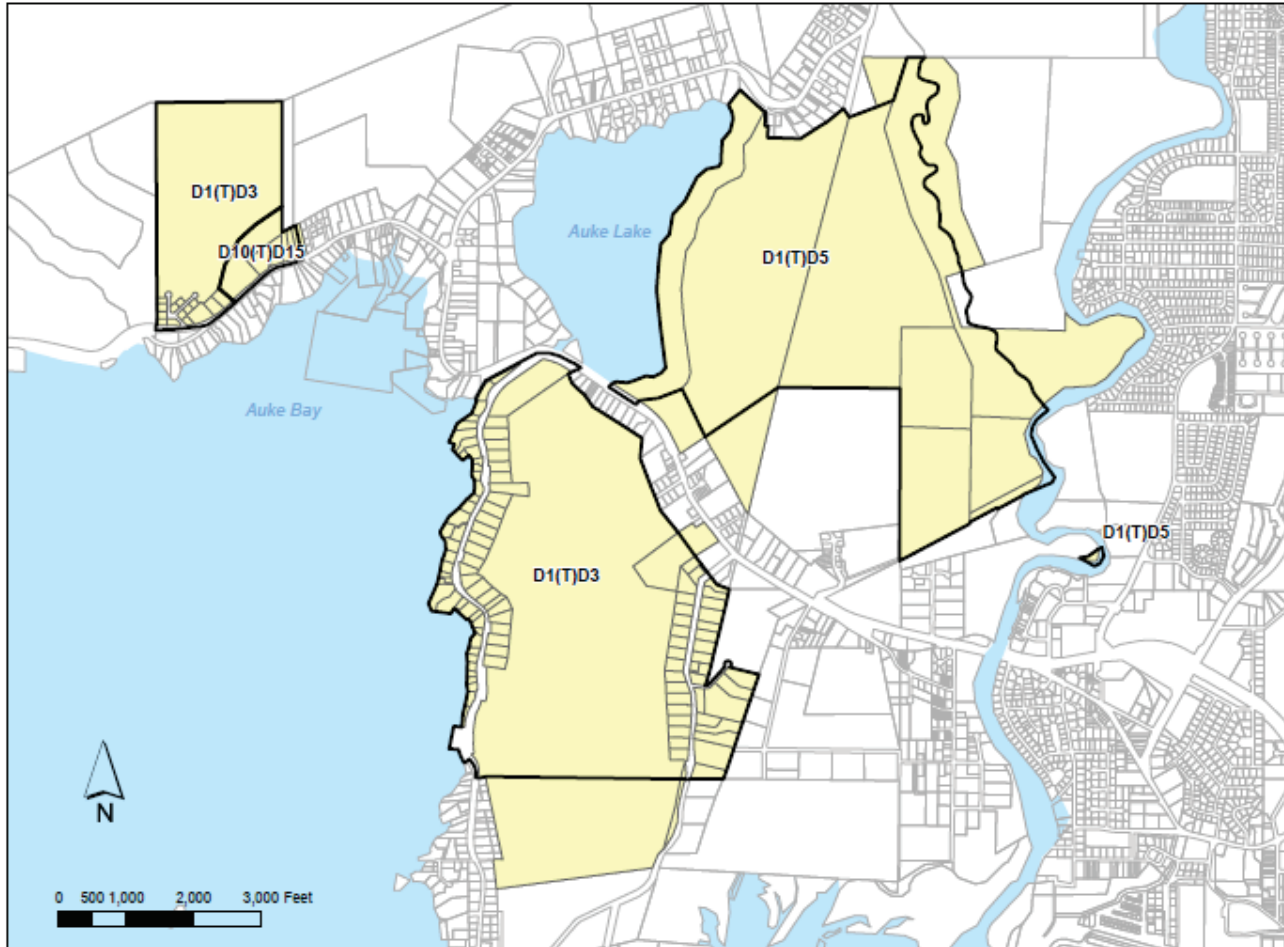
Current Transition Zoned Parcels Eligible for Upzoning

At this time, there are approximately 140 (T) zoned parcels located within the Auke Bay area. The vast majority are zoned to move from D-1 to either D-3 or D-5. While there are relatively few parcels that would be affected by this proposal, having a ministerial upzoning tool available will be very useful as the CBJ water and sewer system expands over time. Additionally, after the Comprehensive Plan update is completed, there is a high

¹² Title 49 refers to upzoning as a "zoning upgrade."

¹³ 3.1 - IA1 Revise the Land Use Code to allow, in zoning Transitional (T) zones, the higher density zoning designation to be allowed upon petition by the property owner and approval by the Community Development Department (CDD) Director, rather than by a rezoning action, provided that, as a condition of approval, the property owner ensures the provision of adequate municipal water and sewer service and provides adequate roadway capacity to serve the increased population. For example, a D-3 (T) D-10 could transition to D-10, and a D-1 (T) D-5 could transition to a D-5 as a zoning map amendment, with CDD Director's approval, upon the financial assurance of provision of the water, sewer, road and intersection capacity at a LOS D or better prior to its development.

likelihood that new transition zones will be identified, and it will be very advantageous to the efficient administration of those zone districts to have a ministerial approval process for the upzoning of eligible parcels.



Remaining Parcels within Transition Zones as of December 2024 (approx. 140 parcels)

Transition Zone Text Amendment Proposal Highlights

This proposed text amendment to Title 49 would grant the CDD Director authority to ministerially upzone parcels with the transition zone (T) indicator if they have met the eligibility requirements of having water and sewer utilities. The amendment does the following:

- Identifies the CDD Director as having the authority to upzone an eligible transition zone parcel.
- Allows the CDD Director to initiate the upzoning of an eligible transition zone parcel.
- Removes the procedure and hearing sections. **If a rezone exceeds the Director's authority it will go through the normal rezoning process under 49.75.130.**

Future Considerations

It's important to ensure that there is ongoing communication between CDD and the City Engineer regarding the expansion of utility services to new parcels throughout the CBJ. It may also be worthwhile to consider other potential triggers for upzoning transition zones in the upcoming Comprehensive Plan update process. As Juneau goes through stages of development and densification, there may be other logical reasons to automatically upzone areas in the future to achieve CBJ transportation and development goals.



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 Juneau, Alaska 99801
 Telephone: 586-5240 | Facsimile: 586-5385

TO: Mayor Weldon and Assembly
 FROM: Rob Dumouchel, Special Project Planning Manager
 THROUGH: Katie Koester, City Manager
 DATE: 14JAN25
 RE: Amendments to Approved Permits

It is common for development projects to require modifications after approval. Under current regulations, some relatively insignificant changes end up returning to the Planning Commission. Re-entry to a discretionary process can add months to a project and significant costs for the developer. The intent of this proposed text amendment is to give the Community Development Department (CDD) Director the ability to review minor amendments to approved permits without having to repeat a trip to the Planning Commission for review.

Currently, Title 49 has specific sections for amendments to approved planned unit development plans (49.15.660), approved cottage housing development plans (49.15.750), and approved alternative residential subdivisions plans (49.15.970). Title 49 does not, however, have a globally applicable pathway for amendments to approved permits. This text amendment would create a new section for "Amendments of approved permits" that applies to all zoning permits (except for exploration and mining), clarifies the differences between minor and major amendments, and allows the CDD Director to approve minor amendments. Major amendments would return to the original permit approval authority and would be required to repeat noticing and public hearing steps required for the original permit.

Proposal Highlights

The proposal includes the following:

- The creation of 49.15.160 – Amendments of Approved Permits.
- The deletion of 49.15.660, 49.15.750, and 49.15.970 as they will be replaced by 49.15.160.
- Creation of an amendment request/application process.
- Defines a minor amendment as:
 - Not expanding or intensifying uses or structures beyond original approval;
 - Having an insignificant change in the outward appearance of the development;
 - Having an insignificant impact on surrounding properties;
 - Having an insignificant impact on the location of buildings;
 - Not impacting a feature that was the basis for conditions of approval or a feature specifically considered by the review authority in granting the original permit;
 - Not reducing parking below the original requirement; and
 - Not creating a delay of more than one year for the project's completion.
- Director has 15 working days to determine if an amendment is minor or major.
- Requires major amendments to return to the same review authority as the original approval with the same public notice and hearing requirements as the original permit.
- Exploration and mining permits are an exception to this new section, they are governed by Chapter 49.65 Article I – Exploration and mining permits.
- Appeal language is not included as 49.20.110 already covers appeals to the planning commission.
- Creation of 49.15.130(d) that clarifies how to deal with an incomplete application.



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Telephone: 586-5240 | Facsimile: 586-5385

TO: Mayor Weldon and Assembly
 FROM: Rob Dumouchel, Special Project Planning Manager
 THROUGH: Katie Koester, City Manager
 DATE: 14JAN25
 RE: Rules of Construction for Title 49

In a zoning code, like Title 49, the rules of construction contain guidelines for how words are to be used, how the code is to be interpreted, and how to resolve conflicts between different elements of the code. Rules for construction are commonly found in either the general provisions at the beginning of the code, or they are packaged with the definitions section. At this time, CBJ's rules of construction are located in section 49.80.110 which immediately precedes 49.80.120 – Definitions. I'm uncertain of the context in which 49.80.110 was created. It is not very comprehensive and does not add much value to those interpreting Title 49.

I am recommending the deletion of 49.80.110 – Rules of construction and the replacement of 49.05.140 – Interpretation with the creation of 49.05.140 - Rules of construction which is significantly more comprehensive. The proposed update provides more relevant definitions and resolves common ambiguities that arise in code interpretation which is intended to allow for the more efficient review and approval of permits.

The proposed update includes guidelines for the following:

- General interpretation of Title 49
- Cross reference to CBJ 01.15.020 regarding word usage and grammatical rules
- The use of lists
- Measurement of time
- Rules of rounding for fractions
- References to other documents and regulations
- The delegation of authority in the zoning code
- How to solve conflicts between provisions

Having a clear and comprehensive set of rules of construction is an important tool for the Community Development Department. This upgrade will allow the Director and staff to more efficiently and consistently interpret Title 49 which will likely improve the experience for permit applicants and reduce wait times for permit approvals. A future amendment will address the related concept of "rules of measurement" which are provisions that set rules for how developments are measured for compliance with zoning regulations (i.e. height, distances, etc.).

Title 49 Rewrite Project Phase 1 Wave 1 Amendments

27JAN25

Rob Dumouchel, Special Projects Planning Manager

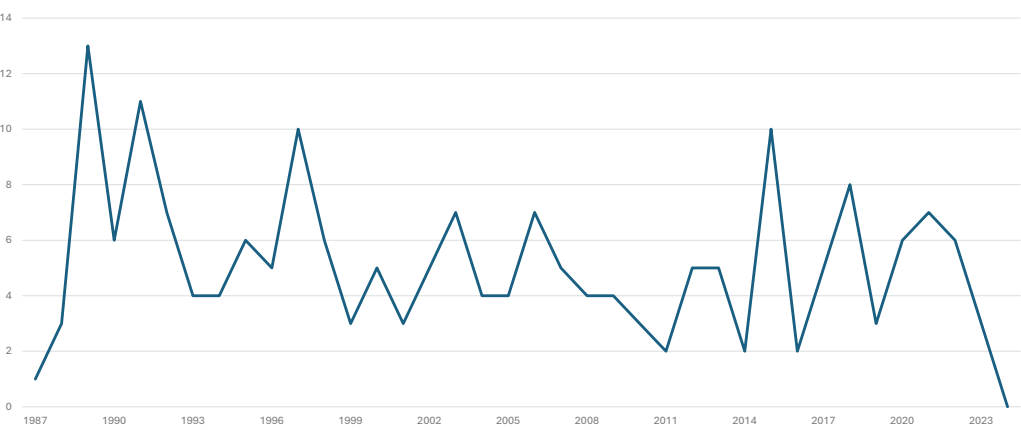
Presentation Agenda

- Title 49 Basics
- Title 49 Rewrite Project Overview
- Amendment Elements
- Next Steps

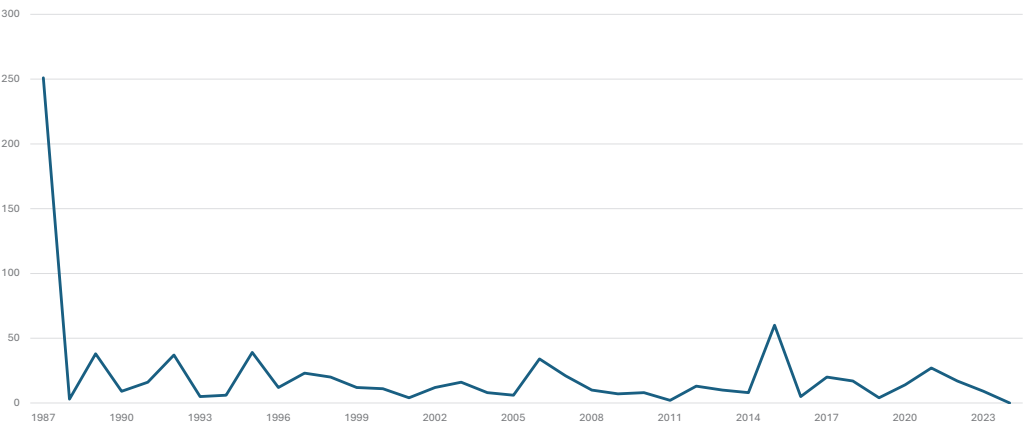
What is Title 49?

- Title 49 is the Land Use portion of CBJ’s Code of Ordinances
- Title 49 covers zoning districts, allowable uses, parking, dimensional standards, subdivisions, permits, and much more
- The current iteration of Title 49 was adopted in 1987 and has been amended since approximately 193 times in the last 38 years!

T49 Amendments per Year, 1987-2024



T49 Elements Amended per Year, 1987-2024



Title 49 Purpose and Intent (49.05.100)

- **Enact the comprehensive plan**
- Grow CBJ in a way that is aligned with the values of its residents
- Maximize benefits of growth while minimizing the negative impacts
- Ensure that future growth is of the appropriate type, design and location, and is served by a proper range of public services and facilities
- Promote public health, safety, and general welfare
- Provide adequate open space for light and air
- Recognize the economic value of land and encourage its proper and beneficial use

Title 49 Organization

T49 has 17 Chapters, 72 Articles, 10 Divisions, and ~374 sections

49.05 Establishment	49.50 Parks, Open Space and Vegetative Cover
49.10 Administration and Compliance	49.55 Financial Responsibility
49.15 Permits	49.60 Bonus Procedures and Policies
49.20 Appeals, Variances and Interpretations	49.65 Specified Use Provisions
49.25 Zoning Districts	49.70 Specified Area Provisions
49.30 Nonconforming Situations	49.75 Rezoning, Special Standards, Regulations and Text Amendments
49.35 Public and Private Improvements	49.80 Definitions
49.40 Parking and Traffic	49.85 Fees for Land Use Actions
49.45 Signs	

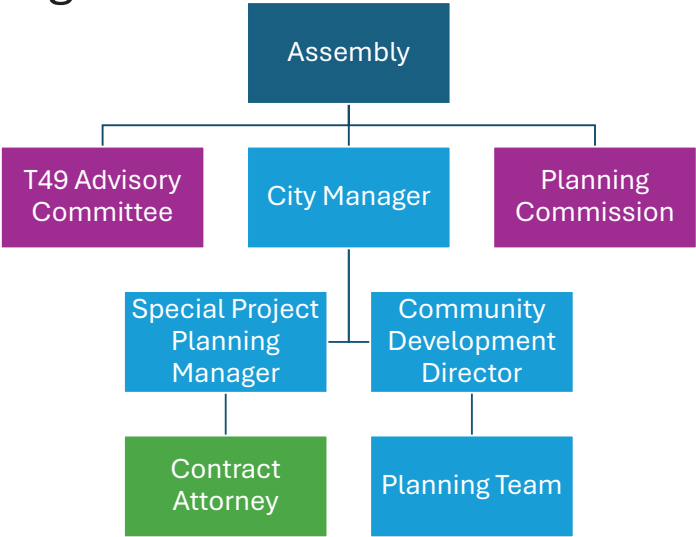
Why Rewrite Title 49?

- Title 49 has been identified as a barrier to development and Assembly goals
- Title 49 has aged to the point that a large-scale overhaul/rewrite is a very appropriate action

Title 49 Project History

- Title 49 Rewrite identified as a project at **2023** Assembly retreat
- Committee meets for first time **October 2024**
- Project approved **June 2024** in FY25 budget
- Contract Attorney joins team **October 2024**
- Special Project Planning Manager joins CBJ **August 2024**
- Committee meets **November 2024** and supports Phase 1 Wave 1 Amendments going to Assembly for consideration
- Ad Hoc Title 49 Rewrite Advisory Committee appointed **September 2024**
- Phase 1 Wave 1 Amendments presented to Assembly Committee of the Whole **January 2025**

Project Org Chart



Ad Hoc Title 49 Rewrite Advisory Committee

- Created in September 2024 to provide strategic advice and help advance a rewrite of Title 49
- Members:
 - Gregory Smith, CBJ Assembly, Committee Chair
 - Mandy Cole, CBJ Planning Commission, Committee Vice-Chair
 - Maggie McMillian, Juneau Chamber of Commerce
 - Lorraine DeAsis, Tlingit-Haida Regional Housing Authority
 - Corey Baxter, Building Trades Representative
 - Rich Harris, Development Community Representative
 - Bill Heumann, Development Community Representative

Title 49 Project Vision

The updated Title 49 will be **streamlined and easy to understand**, improving the experiences of the public, the development community, and CBJ staff. Title 49 will be **modernized** to better meet current needs and set CBJ up for success in the future.

Title 49 Project Goals

- Reduce Uncertainty for Applicants
- Remove Unnecessary Barriers to Development
- Reduce Time to Acquire Permits

Tactics

- Remove regulations that provide minimal value and create unnecessary burdens on applicants and staff
- Create objective standards in code that can be applied by staff as much as reasonably possible
- Delegate authority to the CDD Director when reasonable to save time in decision-making

Title 49 Project Phases – Initial Vision

Phase 1

Wayward Code	Unfulfilled Aspirations
Process Improvements	Unfinished Business

Phase 2

Transformative Change
Restructuring
Translation to Plain English

Title 49 Project Phases – Updated Vision

Phase 1

Wayward Code	Unfulfilled Aspirations
Process Improvements	Unfinished Business

Short- to Mid-Term Needs

Phase 1.5

Transformative Change
Restructuring
Translation to Plain English

Technical Rewrite

Phase 2

Comp Plan Alignment

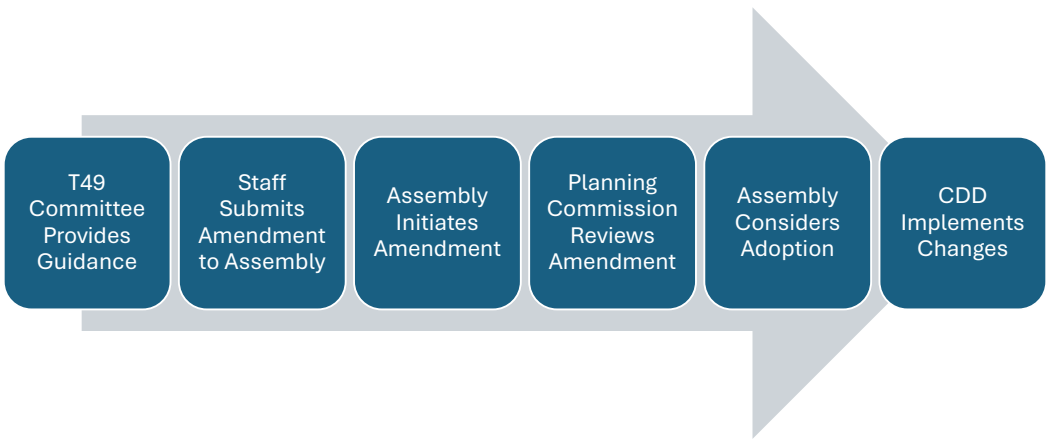
Post-Comp Plan Updates

Phase 1 - Prioritizing Considerations

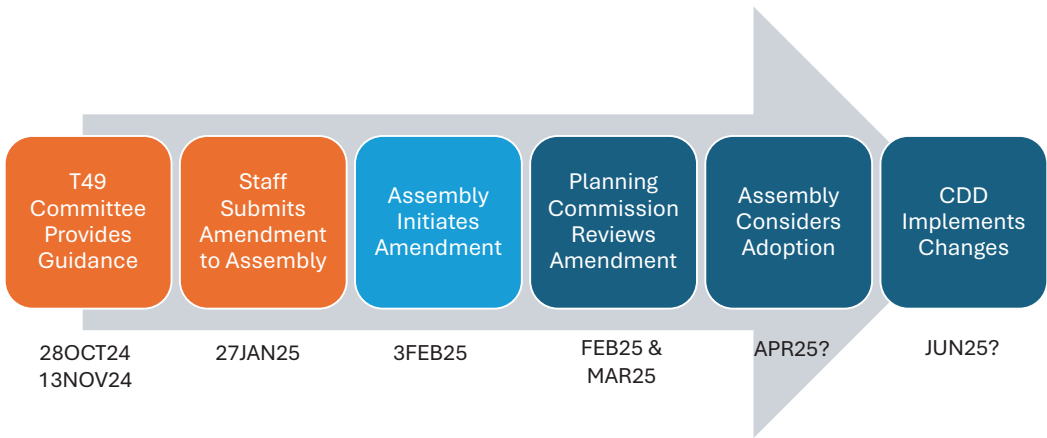
- Is it supported by the 2013 Comprehensive Plan and/or other adopted plans?
- Does it streamline a process and/or remove barriers to reasonable development?
- Does it move forward one or more Assembly Goals?

Wayward Code	Unfulfilled Aspirations
Process Improvements	Unfinished Business

Public Process



P1W1 Public Process Progress



P1W1 Elements

- Accessory Dwelling Units
- Caretaker Units
- Determining Use – Major vs. Minor
- Use Not Listed - Equivalent Use Determinations
- Transition Zones
- Adjustments to Approved Permits
- Rules of Construction

Accessory Dwelling Units (ADUs)

- Concept: Loosen regulations on ADUs to allow for an easier pathway to development of a popular, low impact housing type that can have a significant cumulative impact on housing availability over time.

Wayward Code	Unfulfilled Aspirations
Process Improvements	Unfinished Business

Accessory Dwelling Units (ADUs)

- Proposed amendment concept:
 - Creates ADU definition to replace accessory apartment
 - Exempts ADUs from density calculations
 - Exempts ADUs from minimum lot size and width
 - Maximum detached ADU size of 1000 square feet
 - Maximum attached ADU size of 1000 square feet or 40% of the principal residential structure, whichever is greater
 - 10-foot rear setback for ADUs, unless zone allows less
 - Removes parking requirements within 1 mile of transit
 - Principally permits ADUs in all residential districts
 - Makes ADUs a minor development under 49.25.300
 - Allows attached ADUs within the footprint of a bungalow

Caretaker Units

- Concept: Create a more formal structure for caretaker units which exist in Title 49 as a TPU footnote and have virtually no rules, definitions, or standards
- T49 Advisory Committee suggested seeking alternative solutions, however, this is the only pathway supported by the existing comprehensive plan

Wayward Code	Unfulfilled Aspirations
Process Improvements	Unfinished Business

Caretaker Units

- Proposed amendment concept:
 - Creates definition for caretaker unit
 - Exempts caretaker units from density calculations
 - Allows caretaker units up to 2000 square feet (currently unlimited)
 - Makes caretaker units a minor development under 49.25.300
 - Adds caretaker units to the TPU in WI and I zone districts
 - Cleans up other references in code (i.e. mobile homes 49.65.300)

Determination of Use – Major vs Minor

- Concept: Modify language to make 49.25.300(c)(3) less confusing and avoid triggering use permits for projects that would otherwise easily meet existing objective development standards.

Wayward Code	Unfulfilled Aspirations
Process Improvements	Unfinished Business

Determination of Use – Major vs Minor

- Proposed amendment concept:
 - Removes references to bedrooms leased on a daily or weekly basis
 - Clarifies that a project can combine minor developments without triggering a major development determination
 - **Removes specific number limits for dwelling units in multifamily and commercial/mixed-use districts and instead relies on existing density and development standards**
 - Specifies ADUs are minor developments in residential districts
 - Specifies that caretaker units are minor developments in industrial districts

Use Not Listed

- Concept: Create a streamlined mechanism that allows for Director-level approval of equivalent use determinations which speeds up approval process for new businesses. Uses not reasonably equivalent to existing uses must be considered by the Planning Commission.

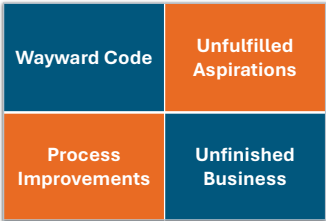
Wayward Code	Unfulfilled Aspirations
Process Improvements	Unfinished Business

Use Not Listed

- Proposed amendment concept:
 - Allows the CDD Director to consider a use not listed and approve it if it meets certain specific conditions
 - Director can instead refer to Planning Commission at their discretion
 - Director decisions are appealable to the Planning Commission
 - If a use does not meet conditions, it would have to go through a text amendment process to be added to the TPU

Transition Zones

- Concept: Title 49 has zones that are pre-approved for upzoning but there is not an efficient mechanism to make the change when eligible, this amendment would create a streamlined process for upzoning (T) zoned parcels



Transition Zones

- Proposed amendment concept:
 - Allows the CDD Director to initiate and ministerially approve upzoning of (T) parcels
 - Confirms that rezones of (T) parcels that differ from the pre-determined future zone, must go through the normal rezoning procedure in 49.75.130

Adjustments to Approved Permits

- Concept: Create a globally applicable permit modification mechanism for Title 49 which will allow for more flexibility in making minor modifications to dynamic development projects

Wayward Code	Unfulfilled Aspirations
Process Improvements	Unfinished Business

Adjustments to Approved Permits

- Proposed amendment concept:
 - Creates a section for amendments of approved permits
 - Creates a definition for a minor amendment
 - Allows CDD Director to approve minor amendments
 - Routes major amendments back to the body that originally approved the permit complete with any public notices and public hearings
 - Deletes sections made redundant by this new section

Rules of Construction

- **Concept:** Improve the ability of planning commission, staff, developers, and the public to interpret Title 49 through clear and comprehensive rules of construction
- Rules of construction contain guidelines for how words are to be used, how the code is to be interpreted, and how to resolve conflicts between different elements of code

Wayward Code	Unfulfilled Aspirations
Process Improvements	Unfinished Business

Rules of Construction

- Proposed amendment concept:
 - Deletes 49.80.110 – Rules of construction and replaces 49.05.140 – Interpretation with a new 49.05.140 – Rules of Construction
 - Addresses word usage issues via cross reference to 01.15.020
 - Addresses usage of lists
 - Clarifies measurement of time
 - Sets rules for rounding of fractions
 - Discusses delegation of authority in T49
 - Sets rules for solving conflicts between provisions

Next Steps

- Phase 1 Wave 1 Amendments will be introduced to the Assembly on February 3rd for consideration of text amendment initiation
- Staff recommends giving the Planning Commission a 60-day shot clock to review and comment on the proposed amendments
- Staff expects to return to the Assembly in April to begin the process of considering amendments for adoption

Looking Forward at the Big Picture

- Staff and the project's contract attorney will continue to work on a full technical rewrite of Title 49 with strategic advice from Title 49 Advisory Committee
- When the Comprehensive Plan Update project is conducting public engagement, the Title 49 Rewrite project will also participate
- When the Comprehensive Plan is complete, Phase 2 amendments will begin

Staff Recommendation Preview

- Initiate proposed text amendments at the February 3rd Assembly meeting and give the Planning Commission 60 days to review and comment

Thank You!

Rob Dumouchel

rob.dumouchel@juneau.gov

<https://juneau.org/manager/t49rewrite>

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Presented by: The Manager
Presented: 01/27/2025
Drafted by: Birch Horton

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA
Serial No. 2025-15 vCOW

An Ordinance Amending the Title 49 Land Use Code Relating to Rules of Construction, Permits, Equivalent Use Determinations, Determination of Minor Versus Major Developments, Accessory Dwelling Units, Caretaker Units, and Transition Zones.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

Section 2. Amendment of Title. Title 49, Land Use, is amended to read:

TITLE 49 LAND USE

...

49.05.140 Rules of construction. Interpretation.

- (a) General interpretation.

 - (1) All words, terms, and provisions in this title shall be interpreted in a manner consistent with the purpose and intent set out in CBJC 49.05.100.
 - (2) The director has authority to determine the interpretation or usage of terms used in this title, subject to appeal pursuant to the provisions of chapter 49.20.
- (b) Word usage and grammatical rules. Unless the context clearly indicates otherwise, the rules of construction found in CBJC 01.15.020 apply.
- (c) Headings, captions, and illustrations. In cases where text conflicts with any heading, table, figure, or illustration, the text controls.
- (d) Conjunctions.

 - (1) “And” means that all connected items, conditions, or provisions apply.

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(2) “Or” means that one or more of the connected items, conditions, or provisions apply.

(3) “And/or” means that the connected items may apply singularly or in any combination.

(4) “Either... or” means that the connected words or provisions apply singularly, but not in combination.

(e) Lists and examples.

(1) When terms such as “including,” “for example,” or “such as” are used, the examples provided are not exhaustive and do not limit other possible inclusions.

(2) Unless otherwise specifically indicated, the word “including” always means “including but not limited to.”

(3) Unless otherwise specifically indicated, a list does not imply a priority or chronological order.

(f) Measurement of time.

(1) References to “days” shall be interpreted as calendar days unless stated otherwise.

(2) Any computation of time shall exclude the first day and include the last day, unless the final day is a weekend or municipal holiday, in which case the period extends to the next business day.

(3) When business days are referenced, they include weekdays (Monday through Friday) but exclude holidays observed by the city and borough.

(g) Fractions.

(1) Unless otherwise stated, a fraction of one-half or more will be rounded to the next highest whole number and a fraction less than one-half will be rounded to the next lowest number.

(2) Unless otherwise stated, fraction calculations are to be truncated to two numbers past the decimal point and rounded. For example, 1.2345 would be rounded to 1.23 and 5.6789 would be rounded to 5.68.

(h) References to other regulations or documents. References to other laws, regulations, or documents shall be construed as referring to the latest version, unless otherwise specifically indicated.

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- (i) Delegation of authority. Any act required to be performed by a specific official may be delegated to an authorized designee.
- (j) Public officials and agencies. All references to public officials, bodies, and agencies shall refer to those of the city and borough unless otherwise specified.
- (k) Conflicting provisions. In case of conflict between the provisions of this title, the more specific provision shall prevail. If no specific provision exists, the more restrictive provision shall prevail. If two provisions are equally specific, the more restrictive provision shall prevail.

~~All questions of interpretation of the provisions of this title may be treated as an appeal, pursuant to the provisions of chapter 49.20.~~

~~(Serial No. 87-49, § 2, 1987)~~

...

49.15.130 Complete applications.

- (a) All applications for permits must be complete, signed and accompanied by the applicable fee before the permit-issuing authority can accept the application.
- (b) An application is complete when it contains all of the information necessary to determine if the development will comply with all of the requirements of the permit applied for.
- (c) Permit applications shall contain a permission form signed by the applicant and the property owner granting permission to City and Borough officials, employees, and agents to enter upon the site during reasonable hours, to examine and inspect the site as part of the permitting procedure.
- (d) Incomplete applications will be rejected and notice regarding the incomplete status of the application will be sent to the address included on the application.

...

49.15.160 Amendments of approved permits.

- (a) Request for amendment.
 - (1) A permitholder may request an amendment to an approved permit through an application on a form provided by the department.
 - (2) Application must be filed with any required fees, scale-drawn site plans and floor plans, and any other materials required by the department at the time of submittal.

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- (3) The director will inform the permitholder within 15 business days of receipt of a complete request whether the request shall be processed as a minor amendment or major amendment.
- (b) Minor amendment. The director may authorize minor amendments to approved permits if the changes:
 - (1) Do not involve any expansion, intensification, or increase in size of the land use or structure beyond the original approval;
 - (2) Would have an insignificant change in the outward appearance of the development;
 - (3) Would have insignificant impacts on surrounding properties;
 - (4) Result in insignificant modification in the location or siting of buildings or common open space;
 - (5) Do not involve a feature of the project that was a basis for conditions of approval for the permit;
 - (6) Do not involve a feature of the project that was a specific consideration by the review authority in granting the permit;
 - (7) Do not reduce the number of parking spaces below that are required by the original permit; or
 - (8) Do not create a delay greater than one year in the construction or completion schedule for the project or, in the case of a phased project, the phase for which the amendment is requested.
- (c) Major amendment. All other amendments shall be reviewed by the same review authority as the original approval. The same public notice and hearing requirements that applied to the original approval also apply to the requested major amendment.
- (d) Exceptions.
 - (1) Amendments related to exploration and mining permits are governed by Chapter 49.65, Article I. - Exploration and mining permits.
- ...
- ~~49.15.660 **Reserved. Amendments to approved planned unit development plan.**~~
- ~~(a) — Request for amendment. The developer of a planned unit development may request an amendment to an approved preliminary or final planned unit development plan. The request shall state the reasons for the amendment and shall be submitted in writing to~~

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- ~~(2) — Insignificant impacts on surrounding properties;~~
- ~~(3) — Insignificant modification in the location or siting of buildings or common open space;~~
- ~~(4) — No reduction in the number of parking spaces below that required;~~
- ~~(5) — A delay of no more than one year in the construction or completion schedule for the project.~~

~~(c) — *Major amendment.* All other amendments shall be reviewed by the commission upon payment of a filing fee and in accordance with the requirements of the original plan approval.~~

~~(Serial No. 2005-52(b), § 3, 1-30-2006)~~

~~...~~

49.15.970 Reserved. ~~Amendments to approved alternative residential subdivision plan.~~

- ~~(a) — *Request for amendment.* The developer of an alternative residential subdivision may request an amendment to an approved preliminary or final alternative residential subdivision plan. The request shall state the reasons for the amendment and shall be submitted in writing to the director, who shall inform the developer within 15 days whether the request shall be processed as a minor amendment or major amendment.~~
- ~~(b) — *Minor amendment.* A minor amendment may be submitted without a filing fee and may be approved by the director. For purposes of this section, a minor amendment is a change consistent with the conditions of the original plan approval, and would result in:
 - ~~(1) — Insignificant change in the outward appearance of the development;~~
 - ~~(2) — Insignificant impacts on surrounding properties;~~
 - ~~(3) — Insignificant modification in the location or siting of buildings or open space;~~
 - ~~(4) — No reduction in the number of parking spaces below that required;~~
 - ~~(5) — A delay of no more than one year in the construction or completion schedule for the project or, in the case of a phased project, the phase for which the amendment is requested.~~~~
- ~~(c) — *Major amendment.* All other amendments shall be reviewed by the commission upon payment of a filing fee and in accordance with the requirements of the original plan approval.~~

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{Serial No. 2018-41(c), § 2, 12-17-2018, eff. 1-17-2019}

...

49.20.320 Use not listed.

(a) The director may determine that a use not specifically listed in the table of permissible uses may be permitted if all the following findings can be made:

(1) The use is consistent with the Comprehensive Plan and other relevant officially adopted plans;

(2) The use will not be detrimental to public health, safety, or welfare;

(3) The use is consistent with the intentions of the underlying zone district;

(4) The use is similar to other uses allowed in the underlying zone district;

(5) The density or intensity of the use is similar to other uses in the underlying zone district; and

(6) The use is compatible with principally and conditionally permitted uses in the underlying zone district.

(b) When the director determines that a proposed use is equivalent to a listed use, the proposed use will be treated in the same manner as the listed use with respect to development standards, permits required, and all applicable requirements of Title 49.

(c) Director determinations will be in writing and maintained by the department for public review.

(d) The director may refer any equivalent use determination to the planning commission for review and final decision.

(e) Equivalent use determinations by the director may be appealed to the planning commission.

~~After public notice and a hearing, the planning commission may permit in any district any use which is not specifically listed in the table of permissible uses but which is determined to be of the same general character as those which are listed as permitted in such district. Once such determination is made, the use will be deemed as listed in the table of permissible uses.~~

~~(Serial No. 87-49, § 2, 1987; Serial No. 2021-19, § 5, 8-2-2021, eff. 9-1-2021)~~

...

49.25.250 Waterfront districts.

The following districts are established to accommodate those uses that are dependent or directly related to the water, a waterfront location, or both. These districts regulate development of the waterfront to take advantage of the unique attributes and limitations of its lands:

...

- (b) The WI, waterfront industrial district, is intended for industrial and port uses which need or substantially benefit from a shoreline location. In addition, many of the uses that are allowed in the WC, waterfront commercial district, are also allowed in the WI, waterfront industrial district. Residential uses are limited to permitted caretaker units ~~residences~~ in the waterfront industrial district.

...

49.25.300 Determining uses.

...

- (c) A combination of digits such as "1, 3" or "2, 3" indicates that the approval procedure for the identified use in the identified zone will vary depending on whether the project is a major or minor development.

- (1) If the project is a minor development the first number of the combination shall indicate the applicable procedure.
- (2) If the project is a major development the second number shall indicate the applicable procedure.
- (3) Minor development means development which is classified by zoning district as follows:

(A) Any combination of the following within the rural ~~Rural~~ reserve district: A residential development containing two or fewer dwelling units; ~~two or fewer bedrooms leased on a daily or weekly basis, or~~ a nonresidential building totaling less than 10,000 square feet or using less than one acre of land in total; any accessory dwelling units (ADUs) compliant with CBJC 49.25.512.

(B) Any combination of the following within single-family ~~Single family~~ residential districts: A residential development containing two or fewer dwelling units on a lot; ~~two or fewer bedrooms leased on a daily or weekly basis, or~~ a nonresidential building totaling less than 5,000 square feet or using less than 10,000 square feet of land in total; any accessory dwelling units (ADUs) compliant with CBJC 49.25.512.

- (C) Any combination of the following within multifamily ~~Multifamily~~ residential districts: A residential development that meets the density standards of the underlying zone district; containing eight or fewer dwelling units, eight or fewer bedrooms leased on a daily or weekly basis, or a nonresidential building totaling less than 5,000 square feet or using less than 10,000 square feet of land in total; any accessory dwelling units (ADUs) compliant with CBJC 49.25.512.
- (D) Any combination of the following within commercial ~~Commercial~~ and mixed use districts: A residential development that meets the density standards of the underlying zone district; containing 12 or fewer dwelling units, 12 or fewer bedrooms leased on a daily or weekly basis, or a nonresidential building totaling less than 10,000 square feet or using less than one-half acre of land in total; any accessory dwelling units (ADUs) compliant with CBJC 49.25.512.
- (E) Any combination of the following within industrial ~~Industrial~~ districts: Non-residential buildings totaling 15,000 square feet or using less than one acre of land in total; accessory caretaker units compliant with CBJC 49.25.514.
- (4) “Major development” means all development activity that is not a minor development.
- (5) *Exceptions.* Exceptions to the use of minor and major development classifications as a method of determining the applicable approval procedure shall be as noted in the table of permissible uses.

...

TABLE OF PERMISSIBLE USES – CBJC 49.25.300

			Zones																	
	Use Description		RR	D-1	D-3	D-5	D-10SF	D-10	D-15	D-18	LC	GC	MU	MU2	MU3	NC	WC	WI	I	
...																				
	1.110	Single-family detached, one dwelling per lot	1	1	1	1	1	1	1	1	1	1	1	1				1A	1A	
	...																			
	1.130	Single-family detached, accessory apartment	1,3	1,3	1,3	1,3	1,3	1,3	1,3	1,3	1,3	1,3	1,3	1,3			1,3			
	1.140	Single-family detached, two dwellings per lot,	1,3	1,3	1,3															

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		accessory apartment																
	1.150	Caretaker unit															1	1
	...																	
	1.815	Caretakers mobile Mobile homes on individual lots outside of mobile home parks ^E	3	3	3	3	3	3	3	3	3	3	3	3			3	3-1 ^A
	...																	
	1.911	Accessory apartments dwelling units	1,3	1,3	1,3	1,3	1,3	1,3	1,3	1,3	1,3	1,3	1,3	1,3	1,3	1,3	1,3	
	...																	
	1.930	Two dwelling unit structures allowed under special density considerations, subsections 49.25.510(h) 49.25.512			3	3	31	31	31	31	31	1	1	31	1	1	1	

- ...
- A. A mobile home may only be used as a caretaker unit which complies with CBJC 49.25.514. A single family residence is allowed as an owner or caretaker residence that is accessory to an existing permitted use in the industrial zone.
- ...
- E. See special use regulations for mobile homes, chapter 49.65, article III.
- ...
- X. Special requirements apply to accessory ~~apartment~~ dwelling unit applications. See CBJC § ~~49.25.510(k)~~ 49.25.512.
- ...
- 49.25.510 Special density considerations.**
- ...
- ~~(k) Accessory apartments. No person shall construct or maintain an accessory apartment except in accordance with a permit issued under this section.~~
- ~~(1) Application. Accessory apartment applications shall be submitted on a form provided by the director and shall include:~~

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- ~~(A) — A completed application form;~~
- ~~(B) — The application fee required by chapter 49.85;~~
- ~~(C) — A site plan drawn to scale or dimensioned indicating all required parking, minimum setbacks, and actual lot size; and~~
- ~~(D) — A floor plan drawn to scale or dimensioned indicating all dwelling units and including each room labeled as to use;~~
- ~~(E) — A statement that the property is connected to sewer. If the property is not connected to sewer, a statement from the department of environmental conservation confirming that the existing wastewater disposal system is sufficient for the development, including the proposed accessory apartment, and a statement from a qualified inspector that the existing wastewater disposal system is functioning as designed.~~
- ~~(2) — Approval standards.~~
 - ~~(A) — Unless otherwise provided, the accessory apartment shall be a one-bedroom or efficiency unit not exceeding 600 square feet in net floor area.~~
 - ~~(B) — Areas common to more than one dwelling unit including entry ways, furnace rooms, laundry rooms, and interior stairways shall not be included in the computation of the net floor area for the accessory apartment.~~
 - ~~(C) — The minimum lot size as used in this section refers to the minimum lot size for permissible uses listed in the table of dimensional standards, CBJ 49.25.200.~~
 - ~~(D) — A permit under this subsection may be issued if the applicant establishes:
 - ~~(i) — The development meets all setback requirements;~~
 - ~~(ii) — The total building footprint does not exceed the maximum lot coverage allowable under section 49.25.400, the table of dimensional standards, or, in the case of nonconforming structures, the total building footprint does not increase with the proposed accessory apartment;~~
 - ~~(iii) — The development does not violate the vegetative cover requirements imposed by section 49.50.300; or, in the case of nonconforming structures, the proposed accessory apartment does not decrease the existing vegetative cover;~~~~

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2 (iv) — The development meets the parking standards required by chapter
3 49.40; and
- 4 (v) — The development is connected to public sewer or the existing
5 wastewater disposal system has adequate capacity for the
6 development, including the proposed accessory apartment.
- 7 (E) — ~~Single family detached accessory apartment approval.~~
- 8 (i) — ~~The director may approve a 49.25.300.1.130 accessory apartment~~
9 ~~application if all of the requirements of this section and the~~
10 ~~following are met:~~
- 11 (a) — ~~The application is for an efficiency or one bedroom unit that~~
12 ~~does not exceed 600 square feet in net floor area and is on a~~
13 ~~lot that exceeds the minimum lot size; or~~
- 14 (b) — ~~The application is for an efficiency, one bedroom, or two~~
15 ~~bedroom unit that has a net floor area equal to or less than~~
16 ~~50 percent of the primary dwelling unit's net floor area but~~
17 ~~not to exceed 1,000 square feet, and is on a lot that exceeds~~
18 ~~125 percent of the minimum lot size.~~
- 19 (ii) — ~~The commission may approve, with a conditional use permit, a~~
20 ~~49.25.300.1.130 accessory apartment application if all of the~~
21 ~~requirements of this section and the following are met:~~
- 22 (a) — ~~The application is for an efficiency or one bedroom unit that~~
23 ~~does not exceed 600 square feet in net floor area, and is on a~~
24 ~~lot that is less than the minimum lot size; or~~
- 25 (b) — ~~The application is for an efficiency, one bedroom, or two~~
~~bedroom unit that has a net floor area equal to or less than~~
~~50 percent of the primary dwelling unit's net floor area but~~
~~not to exceed 1,000 square feet, and is on a lot that exceeds~~
~~125 percent of the minimum lot size.~~
- (iii) — ~~An application for an accessory apartment with a net floor area~~
~~that exceeds 600 square feet shall not be approved on a lot that is~~
~~less than 125 percent of the minimum lot size.~~
- (F) — ~~Single family detached, two dwellings per lot, accessory apartment~~
~~approval.~~

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- ~~(i) When a lot has two primary dwelling units, each primary dwelling unit may have up to one accessory apartment that is consistent with the requirements of this section. The lot shall not have more than two accessory apartments.~~
- ~~(ii) An application for an accessory apartment with a net floor area that exceeds 600 square feet shall not be approved on a lot that is less than 250 percent of the minimum lot size.~~
- ~~(iii) The director may approve a 49.25.300.1.140 accessory apartment application if all of the requirements of this section and the following are met:
 - ~~(a) The application is for an efficiency, or one bedroom unit that does not exceed 600 square feet in net floor area, is on a double sized lot (two times the minimum lot size), and the lot does not have another accessory apartment in excess of 600 square feet in net floor area; or~~
 - ~~(b) The application is for an efficiency, one bedroom, or two-bedroom unit that has a net floor area equal to or less than 50 percent of the primary dwelling unit's net floor area but not to exceed 1,000 square feet, on a lot that exceeds 250 percent of the minimum lot size, and the lot does not have more than one other accessory apartment in excess of 600 square feet in net floor area.~~~~
- ~~(iv) The commission may approve, with a conditional use permit, a 49.25.300.1.140 accessory apartment application if all of the requirements of this section and the following are met:
 - ~~(a) The application is for an efficiency, or one bedroom unit that does not exceed 600 square feet in net floor area, is on a lot that is less than the minimum lot size, and the lot does not have another accessory apartment in excess of 600 square feet in net floor area;~~
 - ~~(b) The application is for an efficiency, one bedroom, or two-bedroom unit that has a net floor area equal to or less than 50 percent of the primary dwelling unit's net floor area but not to exceed 1,000 square feet, is on a lot that exceeds 250 percent of the minimum lot size, and where the lot does not~~~~

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- have more than one other accessory apartment in excess of 600 square feet in net floor area.
- (C) ~~Multifamily dwelling and accessory apartment approval. Unless authorized by this section, an accessory apartment is prohibited in multifamily, commercial, and mixed use zoning districts.~~
- (i) ~~The director may approve a 49.25.300.1.300 accessory apartment application if all the requirements of this section and the following are met:~~
- (a) ~~The application is for an efficiency, or one bedroom unit that does not exceed 600 square feet in net floor area, is on a lot that exceeds the minimum lot size, and the primary use of the lot is a single family dwelling.~~
- (ii) ~~The commission may approve, with a conditional use permit, a 49.25.300.1.300 accessory apartment application if all of the requirements of this section and the following are met:~~
- (a) ~~The application is for an efficiency, or one bedroom unit that does not exceed 600 square feet in net floor area, is on a lot that is less than the minimum lot size, and the primary use of the lot is a single family dwelling.~~
- (H) ~~Common wall accessory apartment approval.~~
- (i) ~~Each common wall dwelling may have up to one accessory apartment that does not exceed 600 square feet in net floor area and that is consistent with the requirements of this section.~~
- (ii) ~~The director may approve a 49.25.300.1.911 accessory apartment application if all of the requirements of this section and the following are met:~~
- (a) ~~The application is for an efficiency, or one bedroom unit that does not exceed 600 square feet in net floor area, and is on a lot that exceeds the minimum lot size.~~
- (iii) ~~The commission may approve, with a conditional use permit, a 49.25.300.1.911 accessory apartment application if all of the requirements of this section and the following are met:~~

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~~(a) The application is for an efficiency, or one bedroom unit that does not exceed 600 square feet in net floor area, and is on a lot that is less than the minimum lot size.~~

...

49.25.512 Accessory dwelling units (ADUs).

(a) Permit. An ADU permit is required for the creation of an ADU.

- (1) ADU permits require an application. The application must be completed and submitted to the Department on a form provided by the Department
- (2) An application must be filed with any required fees, scale-drawn site plans and floor plans, and any other materials required by the Department at the time of submittal to be considered complete. Incomplete applications will not be considered.

(b) ADU development standards. ADUs are subject to the following development standards:

- (1) Density. ADUs are exempt from the density requirements of the underlying zone district.
- (2) Number of ADUs.
 - (A) One ADU per principally permitted residence is allowed and up to two ADUs per parcel.
- (3) Relationship to principal structures.
 - (A) An ADU may be within, attached to, or detached from a single- or multi-family residential structure.
 - (B) An ADU must contain complete independent living facilities for one or more people.
 - (C) If a lot contains an existing single-family home 1000 square feet in size or less, the existing home may be designated as an ADU as part of a project to construct a new single-family home on the lot.
- (4) Lot size, lot coverage, height, and setbacks.
 - (A) ADUs are not subject to minimum lot size or minimum lot width standards.
 - (B) ADUs are subject to the same lot coverage standards that apply to primary dwellings in the underlying zone district.

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- (C) ADUs are subject to the same height standards that apply to primary dwellings in the underlying zone district.
- (D) ADUs are subject to the same front and side setbacks that apply to primary dwellings in the underlying zone district.
- (E) ADUs are subject to a minimum 10-foot rear yard setback. If the underlying zone district's rear yard setback standard is less than 10 feet, the smaller setback applies.
- (F) ADUs created through the conversion of an existing legal structure which does not conform to height and setback standards are considered to be in compliance if the conversion does not make the existing legal structure more nonconforming.
- (5) Maximum unit size.
 - (A) A detached ADU may not exceed 1000 square feet in net floor area.
 - (B) An attached ADU may not exceed 1000 square feet or 40% of the floor area of the principal residential structure, whichever is greater.
 - (C) Areas common to more than one dwelling unit – including entry ways, furnace rooms, laundry rooms, and interior stairways – are not to be included in net floor area calculations.
- (6) Parking. ADU parking is governed by 49.40.210 with the following exception:
 - (A) When an existing covered parking space is converted into living space for an ADU, replacement parking is not required for the eliminated parking space.

49.25.514 Caretaker units.

- (a) Permit. A permit is required for the creation of a caretaker unit.
 - (1) Caretaker unit permits require an application. The application must be complete and submitted to the Department on a form provided by the Department.
 - (2) An application must be filed with any required fees, scale-drawn site plans and floor plans, and any other materials required by the Department at the time of submittal to be considered complete. Incomplete applications will not be considered.
- (b) Caretaker development standards. Caretaker units are subject to the following development standards:

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- (1) Accessory use.
 - (A) The caretaker unit, whether attached or detached to a principal structure, is an accessory use to the principal use of the lot upon which it is located
- (2) Residency.
 - (A) In order to qualify as a caretaker unit under this Code, the unit must be used exclusively as a residence by a caretaker and their family.
- (3) Lot size, lot coverage, height, and setbacks.
 - (A) Caretaker units are subject to the lot coverage, height, and setback requirements of the underlying zone district.
 - (B) Caretaker units are exempt from lot size requirements of the underlying zone district.
- (4) Density.
 - (A) Caretaker units are exempt from density requirements of the underlying zone district.
- (5) Number of caretaker units.
 - (A) One caretaker unit per lot is allowed.
- (6) Size.
 - (A) The maximum size of a caretaker unit is 2000 square feet in net floor area
 - (B) For attached caretaker units, areas shared with the principal use – including entry ways, furnace rooms, laundry rooms, storage areas, garages, workspaces, and interior stairways – are not to be included in the computation of the net floor area.

...

49.40.210 Number of off-street parking spaces required.

...

Use	Spaces Required in All Other Areas	Spaces Required in Town Center Parking Area
...	...	...
Accessory apartment dwelling unit	1 per each unit; 0 per each unit if located within 1 mile of a public	0 per each unit

	<u>transit stop (see CBJC 49.25.512)</u>	
<u>Caretaker unit</u>	<u>0 per each unit</u>	<u>0 per each unit</u>
...	...	...

49.65.300 Mobile homes on individual lots.

Mobile homes may be located on individual lots outside of mobile home parks or mobile home subdivisions only under the following conditions and after issuance of a building permit:

- (1) A mobile home may be used as a temporary structure during construction of a dwelling on a lot. Occupancy of the mobile home is permitted only after issuance of a building permit for the dwelling under construction and only if construction commences within 120 days of issuance of the permit.
- (2) Mobile Homes which meet the building code and zoning requirements applicable to permanent construction may be located on any lot in the same manner.
- (3) Caretaker units within industrial zone districts that comply with CBJC 49.25.514.
- ~~(4) (3)~~ The commission may issue a conditional use permit for a single mobile home used as an ordinary residence on an individual lot in the RR, rural reserve district, and the D1 and D3, residential districts, ~~or used as a caretaker residence in any district.~~

49.65.630 Construction standards.

- (a) Construction on bungalow lots shall be limited to the following:
 - (1) One detached single-family dwelling with a net floor area not to exceed 1,000 square feet, and in addition, no more than 300 square feet, net floor area, of enclosed storage space such as garages, carports or sheds.
 - (2) A single attached accessory dwelling unit may be constructed within the allowable footprint of a single-family dwelling, to include the conversion of a covered parking area.
 - ~~(3) (2)~~ Structures on bungalow lots shall not exceed 25 feet in height, as measured under section CBJC 49.25.420.
 - ~~(4) (3)~~ Area calculations for staircases and elevators:

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- (A) Up to 100 square feet of the footprint of interior staircases and elevators shall not be counted toward the net floor area of the dwelling.
- (B) The footprint of exterior staircases or elevators providing access to floors above the ground floor shall be counted toward the net floor area of the dwelling.
- ~~(5)(4)~~ Up to 100 square feet of a second story deck shall not be counted toward the net floor area.
- ~~(6)(5)~~ The primary entrance must be separate from the garage or carport, and where practicable, must be clearly visible from the street providing access. Where such visibility is not practicable, a pedestrian path must be provided from the street to the primary entrance.
- (b) The following dwelling types shall be prohibited on bungalow lots:
 - (1) Detached accessory dwelling units ~~Accessory apartments~~
 - (2) Mobile homes
 - (3) Recreational vehicles
 - (4) Bed and breakfast or boarding houses

...

49.70.720 Zoning upgrade.

~~For lands located within a transition zone, the zoning will be upgraded to the higher density classification at the time public water, sewer or other required improvements are provided according to the following procedures:~~

- ~~(1) Procedure. A zoning upgrade in a transition zone may be initiated by either of two different procedures:~~
 - ~~A. The applicant for a major development permit in a transition zone may make a concurrent request for a zoning upgrade. The plans accompanying the development permit application shall be based upon the density requested. A request for a zoning upgrade shall include preliminary plans and a determination by a certified engineer that such improvements are feasible.~~
 - ~~B. The planning commission may initiate a zoning upgrade if the public sewer, water, or other required improvements already exist or will be provided by the City and Borough.~~

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~~(2) — Hearing and decision.~~

A. — ~~Hearing.~~ The commission shall consider the upgrade at a hearing upon notice provided in accordance with section ~~49.15.230~~. The commission shall base its decision to grant the upgrade on the determination of the feasibility of providing public water, sewer, and other required improvements. The staff report to the commission shall include a review of the plans and a feasibility report by the City and Borough engineer. The feasibility of providing public services shall consider the ability of the existing sewer and water system to handle the increased demand created by the proposed development.

B. — ~~Decision.~~

(a) The director will have the authority to upgrade the zoning of a parcel located within a transition zone from a lower density classification to a pre-determined higher density classification once public water, sewer, or other required improvements are provided to the parcel. The director may also upgrade zoning in cases where an approved development project will provide the required services.

~~(b)(a)~~ The ~~director commission~~ may grant a zoning upgrade only to the classification indicated by the prefix (T) on the official zoning maps. A change to any other classification, or to the classification indicated by the prefix (T) on the official zoning maps before meeting the public improvement requirements for rezoning, shall be considered pursuant to section 49.75.130.

~~(b) — The commission shall determine the boundary of the area to be upgraded.~~

~~(c) — If the public water, sewer or other required improvements are not constructed or bonded, the commission may grant only conditional approval to the zoning upgrade request. The effective date of the zoning upgrade will be the date of final acceptance or bonding of the improvements.~~

...

49.80.110 Reserved. Rules of construction.

~~For the purpose of this title, certain terms or words shall be interpreted as follows:~~

~~(a) — “Sign, major” means a sign which requires a permit and review by the department.~~

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- (b) ~~“Sign, minor” means a sign which does not require a permit or review by the department, but which must meet the requirements and standards set forth in chapter 49.45.~~
- (e) ~~“Used” or “occupied” as applied to any land or building shall be construed to include the words “intended,” “arranged,” or “designed” to be used or occupied.~~

49.80.120 Definitions.

The following words, terms and phrases, when used in this title, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

...

~~*Accessory apartment* means one or more rooms with private bath and kitchen facilities comprising of an independent, self contained dwelling unit or attached to a single family dwelling or in a detached building on the same lot as the primary dwelling unit. An accessory apartment is distinguishable from a duplex in that, unlike a duplex, it is clearly subordinate to the primary dwelling unit, both in use and appearance.~~ *Accessory dwelling unit (ADU)* means an attached or detached residential dwelling unit with complete independent living facilities for one or more persons. An ADU includes permanent provisions for living, sleeping, eating, cooking, and bathing on the same parcel as an existing or proposed residential use.

...

Caretaker unit means a residential dwelling unit, either attached or detached, in a non-residential zone district, which is designated for the occupancy of one or more persons who provide oversight, security, or maintenance services on the same property where the caretaker unit is located.

Section 3. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this _____ day of _____, 2025.

Attest:

Beth A. Weldon, Mayor

Elizabeth J. McEwen, Municipal Clerk

Additional Materials

Regular Planning Commission Meeting

Assembly Chambers

6:00pm

Meeting Date: March 11, 2025

1. USE2025 0001:

- a. Memo: Irene Gallion, additional condition proposed

2. PC_Comments:

- a. Public comment: Emily Palmer, received 3/4/25



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

March 7, 2025

MEMO

To: Mandy Cole, Chair, Planning Commission

From: Irene Gallion, Senior Planner

Through: Jill Lawhorne, AICP, Director

Parcel No.: 7B1001160015

Legal Description: Chilkat Vistas Tr A3

Case Number: USE2025 0001: Site plan revision: fire turnaround relocation

RE: Additional condition proposed

CBJ's General Engineering Department has been working with Chilkat Vistas on design review of the relocated fire apparatus turn-around. The toe-of-slope for the relocation appears to impact previously-approved drainage routes. The delay is due to workload on both sides, rather than a design impasse.

I recommend the following condition be added to USE2025 0001:

Condition: Prior to the modification of the building permit for fire apparatus turn-around relocation, the developer shall submit to the CBJ Engineering Department a drainage plan that details how relocation impacts to drainage are addressed. No modification to the building permit shall be issued until such plans are deemed adequate and approved by the CBJ Engineering Department.

This condition is a slight modification of a standard condition in our projects database (Govern) for applicability to this scenario.

From: [emily.harshman](#)
To: [PC Comments](#); [Borough Assembly](#); [Jill Lawhorne](#); [Nate Watts](#); [Denise Koch](#)
Subject: Re: illegal rock quarry
Date: Tuesday, March 4, 2025 6:57:13 PM

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

Dear members of the Assembly, Planning Commission, Manager Koester, Director Lawhorne, Director Koch, and Nate Watts,

I am writing once again to complain about the illegal commercial rock quarry being operated in the Blacktail estates above the Bonnie Brae neighborhood. This illegal quarry is known to contain high concentrations of naturally occurring asbestos. Naturally occurring asbestos, once disturbed, creates a significant health risk. There are no known safe levels of asbestos.

Peter Peel and Bruce Griggs have been operating this illegal quarry and have trucked thousands of pounds of uncovered material off site. Today (3/4/25) is another example of several fully loaded dump trucks being filled in the illegal rock quarry, driving past my house and out of the Bonnie Brae neighborhood to be dumped on some other property in the borough. Below is a photo of a dump truck driving past my house. When you zoom in, you can see the material is rock.

Additionally, the CBJ authorized Peel/Griggs+ to deposit known asbestos material into CBJ streets through right of way/utility permits and approach/driveway permits. The CBJ streets in the neighborhood now contain toxic asbestos. I have tested samples from CBJ streets, which show a significant level of asbestos. I have previously shared these results with CBJ staff, who did not seem to understand the gravity of the issue. I am happy to share the sample results with you.

To give you some perspective, this type of asbestos is extremely friable and lofts easily because water does not hold it down. Thus, every time a car, a dump truck, a CBJ work truck, or a CBJ snowplow drives across the CBJ roads, asbestos is spread. This is not an issue that will disappear with time or by ignoring it. The only way to mitigate the harm is for the roads and area drains to be sealed. That likely means paving and curb/gutter.

Below is a photos of a dump truck loaded with rock from the illegal quarry driving through the neighborhood. I do not know where the truck took the rock, but suspect that it was dumped in a driveway less than 1/2 a mile from the neighborhood. You can clearly see that these are big rocks being removed and not dirt, top soil, or overburden which the property owner and developer do have a permit to remove. Peter Peel, Bruce Griggs, and the CBJ should not be allowed to continue to put the Bonnie Brae neighborhood and the taxpayers throughout Juneau at risk by continuing to spread materials containing toxic asbestos. I have made several complaints in the past, and yet nothing seems to have been done. I also believe several other neighbors have made complaints as well. Mr. Peel and Mr. Griggs have shown over and over again that they do not care about rules and do not think any rules apply to them. In many ways, CBJ is proving them right by refusing to take any action.

However, while the CBJ can choose to not take enforcement action against Mr. Peel and Mr. Griggs and choose not to mitigate the asbestos harm on the CBJ streets, the CBJ's inaction is likely going to turn Bonnie Brae into a superfund site to which the CBJ will be liable for. Think about what happens when the first property owner in Bonnie Brae tries to sell their house with a property disclosure that says CBJ streets are contaminated with asbestos. Would you want to buy? Maybe there are buyers who don't care about asbestos, but reasonable people likely want nothing to do with asbestos. If that occurs, then the homes along the contaminated CBJ streets have no value.

The CBJ can likely course correct, but time is limited. The Assembly can likely solve this issue if you act quick enough by taking enforcement action and capping the CBJ streets in Bonnie Brae.

For future development, the Assembly may want to consider the protections provided by 17 AAC 97.

CBJ is already facing a housing crisis, made worse by flooding along the Mendenhall river. CBJ cannot afford to lose the 100+ houses in the Bonnie Brae neighborhood due to the unmitigated risks of asbestos.

I would be happy to talk further about this.

Thank you,
Emily Palmer



On Sunday, January 26, 2025 at 09:28:09 AM AKST, emily harshman <eehars@yahoo.com> wrote:

Dear members of the Assembly, Planning Commission, Manager Koester, Director Lawhorne, Director Koch, and Nate Watts,

I am writing once again to complain about the illegal commercial rock quarry being operated in the Blacktail estates above the Bonnie Brae neighborhood. This illegal quarry is known to contain high concentrations of naturally occurring asbestos. Naturally occurring asbestos, once disturbed, creates a significant health risk. There are no known safe levels of asbestos.

Peter Peel and Bruce Griggs have been operating this illegal quarry and have trucked thousands of pounds of uncovered material off site. Friday (1/24/25) is another example.

Additionally, the CBJ authorized Peel/Griggs+ to deposit known asbestos material into CBJ streets through right of way/utility permits and approach/driveway permits. The CBJ streets in the neighborhood now contain toxic asbestos. I have tested samples from CBJ streets, which show a significant level of asbestos. I have previously shared these results with CBJ staff, who did not seem to understand the gravity of the issue. I am happy to share the sample results with you.

To give you some perspective, this type of asbestos is extremely friable and lofts easily because water does not hold it down. Thus, every time a car, a dump truck, a CBJ work truck, or a CBJ snowplow drives across the CBJ roads, asbestos is spread. This is not an issue that will disappear with time or by ignoring it. The only way to mitigate the harm is for the roads and area drains to be sealed. That likely means paving and curb/gutter.

I am attaching a couple of photos of a dump truck loaded with rock from the illegal quarry driving through the neighborhood and leaving the neighborhood along the N. Douglas highway today (1/24/25). I do not know where the truck took the rock. You can clearly see that these are big rocks being removed and not dirt, top soil, or overburden which the property owner and developer do have a permit to remove. Peter Peel, Bruce Griggs, and the CBJ should not be allowed to continue to put the Bonnie Brae neighborhood and the taxpayers throughout Juneau at risk by continuing to spread materials containing toxic asbestos. Mr. Peel and Mr. Griggs have shown over and over again that they do not care about rules and do not think any rules apply to them. In many ways, CBJ is proving them right by refusing to take any action.

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Emily Palmer