

**ASSEMBLY STANDING COMMITTEE
COMMITTEE OF THE WHOLE
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

April 11, 2022, 6:00 PM.

Assembly Chambers/Zoom Webinar/YouTube Livestream

This meeting is being held as a Worksession with no public testimony being taken.

Zoom Link <https://juneau.zoom.us/j/95424544691> call 1-253-215-8782 and enter Webinar
ID: 954 2454 4691

AGENDA

I. CALL TO ORDER

II. LAND ACKNOWLEDGEMENT

III. ROLL CALL

IV. APPROVAL OF AGENDA

V. APPROVAL OF MINUTES

A. June 7, 2021 DRAFT Committee of the Whole Minutes - Revised

B. November 29, 2021 DRAFT Committee of the Whole Minutes

VI. AGENDA TOPICS

A. New City Hall Update

B. Ord. 2022-04 An Ordinance Amending the Parking Requirements of the Land Use Code.

C. Ord. 2022-11 An Ordinance Amending the Street Vending Requirements of Title 62 Regarding Parking.

D. Sales Tax on Food

E. Eaglecrest Gondola Update

F. COVID Update (verbal report by Mr. Barr)

VII. SUPPLEMENTAL MATERIALS

A. RED FOLDER - April 11, 2022 Memo re: Financing Strategy for New City Hall

B. RED FOLDER - February 9, 2022 Memo to LHEDC re: Parking

Ordinances

C. SUPPLEMENT MATERIALS-January 26, 2022 Planning Commission Notice of Recommendation re: Parking Ordinances

D. Supplemental Materials: Wade Bryson Amendment Ord. 2022-04

VIIIADJOURNMENT

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

ASSEMBLY STANDING COMMITTEE
COMMITTEE OF THE WHOLE
REVISED DRAFT Meeting Minutes – June 7, 2021

The Assembly Committee of the Whole Meeting, held in the Assembly Chambers and broadcasted virtually via Zoom, was called to order by Deputy Mayor Jones at 6:00p.m.

I. ROLL CALL

Assemblymembers Present: Loren Jones, Maria Gladziszewski, Carole Triem, Wade Bryson, Alicia Hughes-Skandijs, Greg Smith, Christine Woll, Michelle Hale, and Mayor Beth Weldon.

Assemblymembers Absent: None.

Staff Present: City Manager Rorie Watt, Deputy City Manager Mila Cosgrove, City Attorney Robert Palmer. Municipal Clerk Beth McEwen, Deputy Clerk Diane Cathcart

II. APPROVAL OF AGENDA

The agenda was approved as presented.

III. APPROVAL OF MINUTES

A. April 12, 2021 Assembly Committee of the Whole Draft Minutes

Hearing no objections, the minutes of the April 12, 2021 meeting were approved by unanimous consent.

IV. AGENDA TOPICS

A. Joint Meeting with the Systemic Racism Review Committee (SRRC)

Deputy Mayor Jones passed the gavel to Mayor Weldon to lead the joint meeting of the Assembly with the Systemic Racism Review Committee.

Mayor Weldon invited the Systemic Racism Review Committee to introduce themselves to the Assembly and then she turned the discussion over to SRRC Chair Lillian ‘Lisa’ Worl to begin. SRRC Members present: Chair Lisa Worl, Deputy Chair Grace Lee, Dominic Branson, Carla Casulucan, Gail Dabaluz, Kelli Patterson, and David Russell-Jensen.

SRRC Chair Worl reported that the first SRRC meeting was held on April 1, 2021 and they have held seven meetings since then. Ms. Worl shared that the main objective for the committee is to establish legislative review criteria. The SRRC provided the Assembly with a draft version of their legislative review summary.

The committee utilized three policy review tools to create their draft criteria: the King County Racial Equity Toolkit Review, the Puget Sound Review, and the Race Forward Racial Equity Impact Assessment. Ms. Worl thanked Ms. Cosgrove for helping the SRRC refine their criteria. The current plan is to use this draft to review recent ordinances and resolutions provided by Mr. Palmer at their worksession on June 15.

Ms. Gladziszewski thanked the SRRC for their work and for their draft review criteria. She asked Ms. Worl to clarify how close they are to finalizing this draft. Ms. Worl explained that their draft was close to being finalized, however they are being mindful of the scope of the review itself, as well as time constraints. The SRRC will be going through the criteria with sample ordinances and resolutions provided by Mr. Palmer to see how well it works. She added that there will likely be refinements that need to be made.

Ms. Hale thanked SRRC for their work, and described their progress as encouraging. She asked if SRRC would share the results of their review of past legislation with the Assembly. Ms. Worl clarified that the review process may take a few sessions to work through the past legislation.

Ms. Woll noted that some SRRC members have been attending other committee meetings, and asked if there were any ways for committees to assist SRRC with their legislative process. Ms. Worl thanked Ms. Woll for attending SRRC meetings, and said that some SRRC members have been attending Assembly Standing Committee meetings. She shared that at this point in time they have more questions than answers, but they are looking forward to answering those questions together. Ms. Patterson explained that SRRC members have been assigned specific committees to attend, and they are learning how to come together and work collaboratively as a committee. She mentioned that different members have various understandings of cultural differences and nuances that contribute to the work they are accomplishing as a group.

Mayor Weldon brought up the issue of timing, and did not feel that it was necessary for SRRC to complete their criteria review as soon as possible. Ms. Gladziszewski agreed that the SRRC did not have to complete their review criteria by July 1.

Mayor Weldon asked Ms. Worl if the Assembly could provide the SRRC with any additional assistance. Ms. Worl thanked the Assembly for allowing SRRC to have an ample amount of time to complete their review criteria.

Ms. Worl explained that the SRRC would like for the criteria process to be as streamlined as possible. She described a five-step review process: Step 1 would be an opportunity for the SRRC to look at the legislation and determine if it warrants further review. Steps 2 through 5 would take place if the SRRC found anything in the legislation that raised questions or cause for concern.

Mr. Bryson asked about the statistics from the demographics graph featured at the top of Packet Page 26. Ms. Cosgrove explained that the statistics on the graph were pulled from 2010 Census data. According to the 2010 Census, 69.7% of Juneau's population identified solely as White, and 30.3% identified as either a single minority group, or a combination of two or more races.

Ms. Hale asked about Step 4. She said that the Assembly is already required to undergo a lengthy legislative process, especially considering public process and scheduling meetings. She asked if

SRRC wanted to include additional steps for the Assembly to include in the process. Ms. Worl referred to Step 3, which takes the timing of the process into consideration.

Ms. Hale said she could see the potential for the Assembly to evolve to a point where they can potentially address concerning aspects of legislation early in the process. Ms. Worl said the SRRC has been having those discussions as well. She also discussed the process will evolve as CBJ staff and directors start to understand the types of questions they will be asking for each piece of legislation.

Ms. Gladziszewski asked for a clarification of the timing for the review process, how often they will meet, and how long it might take. Ms. Worl said that she did not know at this time how long it would take. The way they have discussed it, the legislation will be at the end of the process prior to Assembly action. From a learning curve perspective, it will take longer at the beginning of the process.

Ms. Hughes-Skandijs asked with respect the census statistics on the top of Page 26, referring to Question 2C, if the legislation specifically impacted a non-white population. She asked if the SRRC intends to consider further refining their definition of significantly non-white. Ms. Worl shared that the SRRC raised similar questions, and believe that more statistical information and metrics are needed.

Mayor Weldon shared that she really liked Step 1 and Step 2. She said that Step 4 might need some additional review.

Mr. Branson said that during the process of creating this draft, the SRRC compiled a bunch of thoughts they felt would be important to include in the draft. He anticipated the final will be far more streamlined.

Mr. Russell-Jensen thanked the Assembly, and mentioned that working on this committee has given him a greater appreciation for all the work the Assembly has done.

Ms. Lee echoed previous speakers' sentiments and hoped to present a more streamlined version of the draft criteria to the Assembly in a few weeks.

Mayor Weldon said that they had presented a great draft, and looked forward to work that the SRRC will bring to the Assembly in the future. Ms. Worl thanked the Mayor and Assembly for the opportunity to conduct this work. She invited the Assembly to attend SRRC meetings, and to watch the documentary on which they will base their training. She also commended the Juneau Human Rights Commission and Haifa Sadighi for co-hosting the training.

Ms. Gladziszewski asked Ms. Worl to provide additional details about the training. Ms. Worl explained that the training is a three part PBS docuseries followed by group discussions.

Mayor Weldon appreciated all of the time and hard work put in by members of the SRRC.

The Committee of the Whole ended the joint session with the SRRC and recessed starting at 6:54p.m. The meeting resumed at 7:05p.m.

B. AEL&P Update

AEL&P President and General Manager Connie Hulbert provided an extensive Energy Update presentation for the Assembly. Ms. Hulbert was joined in her presentation by AEL&P senior staff members: Christy Yearous, VP of Generation; Darrell Wetherall, VP of Transmission and Distribution; Debbie Driscoll, Director of Consumer Affairs; Rod Ahlbrandt, Director of Information Technology; Brandon Cullum, Chief Financial Officer; and Alec Mesdag, Director of Energy Services. Each group gave an overview relating to their specific areas of operation.

Some of the highlights included:

- Hydropower energy sources: Two-thirds of the hydropower comes from the Snettisham project which AEL&P operates under agreements with AIDEA. The other one-third of Juneau's hydropower energy comes from projects owned by AEL&P: Gold Creek (1893), Salmon Creek (1914), Annex Creek (1915), and Lake Dorothy (2009).
- At Snettisham, there had been a generator rewind planned for Unit 2, however, that had been postponed due to COVID. The project entails removing and replacing the 120,000lbs – 60 ton rotor. It takes many years to plan this type of rewind including management of the reservoir leading up to and after the project completion.
- AEL&P continues to perform avalanche monitoring and control work along the Snettisham transmission line between Snettisham and town, relying on use of the Daisy Bell, a pioneering avalanche mitigation tool, which AEL&P was the first in North America to use.
- There are two redundant transmission lines that travel along Thane Road, one of which was damaged during DOT avalanche control work on March 4, 2021. The other line was undergrounded by AEL&P a number of years ago.
- They provided historical data on the energy loads, peaks and valleys based on low and heavy rainfall/snowfall years.
- During the December 2, 2020 extreme weather event, the Salmon Creek penstock was damaged by one of three landslides in the area but the Salmon Creek dam itself was not damaged and remains safe to operate. The penstock was able to be repaired by February 23, 2021 and put back online.
- One of the largest projects completed recently was the Gold Creek Flume replacement finished in 2020. AEL&P owns the flume, and CBJ owns the deck boards and railings and carries liability for public use of the flume as a trail.
- The presentation touched on use patterns, growth projections, modification to the dusk to dawn street light schedule as well as fee changes approved by the Regulatory Commission of Alaska (RCA) for systemic upgrades to street lights and new metering systems.
- Customer outreach and education included information about energy lessons AEL&P has been providing to middle school classrooms as part of the statewide Power Pledge

Challenge since 2016. This program teaches students the difference between energy efficiency and conservation and how to calculate the cost of using different appliances.

- The presentation included information on the Alaska Heat Smart organization working to support homeowners who want to install heat pumps. AEL&P is conducting a study on how heat pump use impacts electric loads and energy consumption when they are installed in multifamily housing to replace electric baseboards.
- AEL&P staff chairs the Southeast Conference Energy Committee and participates in weekly calls to coordinate efforts between SE Conference and ACEP on regional energy issues.
- Electric Vehicles and their charging units are increasing and they provided in depth information on the rate structures for EV stations as well as following the RCA with respect to the future of DC fast charging stations (DCFC).
- They provided an update with respect to their work on interconnections with Juneau Hydropower, Inc. and the steps taken so far and those in the future to reach an interconnection agreement.
- Future projects include planned replacement of the Annex Creek penstock then the Salmon Creek penstock. They also plan to retire the 5 diesel units located in the Gold Creek Power Plant which are currently beyond their useful life and not included as part of the firm standby capacity.

Ms. Woll asked if a potential change in precipitation patterns would affect AEL&P operations. Ms. Hulbert said that it potentially could affect operations, but it is hard to determine given the unpredictability of weather.

Ms. Hulbert answered a number of other questions from Assemblymembers regarding their operations and the graphs and statistical data in the presentation.

Mr. Jones thanked AEL&P for their presentation.

The Committee of the Whole took a break at 8:50p.m. The meeting resumed at 9:05p.m.

C. Cruise Ship Dock Electrification Update

Mr. Watt recommended that the Assembly make a motion to put a resolution of support for the RAISE Grant on the agenda.

MOTION by Ms. Hale for the Assembly to direct the City Manager to put a Resolution of Support for the RAISE Grant on the Agenda. *Hearing no objections, the motion passed by unanimous consent.*

D. Discussion on Definition of Assembly Liaison – Assembly Rules of Procedure draft Resolution 2949 from HRC

The Human Resources Committee reviewed Resolution 2949 v HRC1 on May 24, 2021, and referred it to the Committee of the Whole for discussion. Resolution 2949 vCOW1 has been revised to reflect the adoption of Resolution 2747 at the May 24 Assembly meeting.

This resolution would clarify the role of liaisons. All of the proposed liaison amendments are located on Page 8 of the resolution.

Mr. Bryson shared that the HRC discussed these terms and their definitions at the last HRC meeting.

Ms. Hale was concerned about the Board Liaisons being able to contribute in discussions, but Assembly Liaisons not being able to participate in discussions unless invited by the Board Chair. She felt that this would stifle Assemblymembers from participating in discussion.

Mr. Bryson explained the intent was for the Assemblymember to be able to summarize the events of the meetings they attend, rather than influence them.

Mayor Weldon agreed with Mr. Bryson's intent of the Assembly Liaison being a role primarily meant to report back to the Assembly.

Ms. Gladziszewski recommended removing the language "shall have a right to participate" on Lines 5 and 6, to clarify the wording and help avoid confusion regarding the role of liaison.

Mayor Weldon disagreed with the removal of the wording, but would agree to changing "shall" to "may".

MOTION by Ms. Gladziszewski to change the wording on Line 5 from "shall" to "may".
Hearing no objections, the motion passed by unanimous consent.

MOTION by Ms. Gladziszewski to change the wording on Line 32 from "Liaison should not" to "Liaison may participate in Board or Committee discussions when invited by the Chair."
Hearing no objections, the motion passed by unanimous consent.

Ms. Triem mentioned that she did not agree with Board members participating in Committee deliberations, particularly someone from a non-elected board having influence in an Assembly meeting.

Mr. Bryson referred to an instance in which a liaison objected to an Assembly vote, and spoke in support in clarifying the role of liaison as a non-deliberation role.

Ms. Gladziszewski argued that liaisons should be able to provide input to the Assembly, but would understand if the definition of the role needed to be clarified.

MOTION by Mayor Weldon to remove the word "deliberation" on Line 9 and replace it with "discussions". *Hearing no objections, the motion passed by unanimous consent.*

Mr. Jones spoke to the importance of clear communication between the Assembly and the Board Liaisons.

MOTION by Ms. Gladziszewski to forward Resolution 2949 to the full Assembly.

Mr. Bryson mentioned that Zoom meetings have made it easier for Board liaisons to be included in conversations.

Hearing no objections, Resolution 2949 was forward to the Assembly by unanimous consent.

E. Travel Marketing Ordinance

The attached draft ordinance has not been introduced and is presented to the Committee of the Whole for discussion. If the Assembly were to adopt this ordinance, the ordinance would change the travel marketing services from a grant to a competitive solicitation (i.e. request for proposals). The Assembly would retain complete control of the contract terms and travel marketing priorities.

MOTION by Mr. Jones for the Assembly to refer this draft ordinance to the LHEDC.

Objection by Ms. Hale. Ms. Hale questioned why this ordinance had been initiated at a COW meeting, rather than with the LHEDC.

Mr. Jones explained that the Assembly Rules of Procedure permits an Assemblymember to bring forward a request on an ordinance, and he thought it should go through the COW rather than wait until June 14.

Objection by Mayor Weldon. Mayor Weldon referred to the letter presented by Travel Juneau, and asked Mr. Jones why they were asking for the change.

Mr. Jones referenced previous Resolutions that were passed in the 1980s that led to a lack of competitive funding for organizations like Travel Juneau.

Ms. Hughes-Skandijs spoke in support of this ordinance. She said that she would like to change the grant, and that doing so would not be a drastic move for the Assembly to pursue.

Mr. Bryson mentioned the possibility of a non-Alaskan firm replacing Travel Juneau, and potentially using the cheapest methods possible to produce marketing strategies for Juneau. For this reason, he does not feel that opening this up to an open bid process would be beneficial for Juneauites.

Ms. Gladziszewski said that this was a good time to have this conversation, acknowledged that this had not been thoroughly examined since the 1980s.

Mr. Smith agreed that the Lands, Housing & Economic Development Committee (LHEDC) might be able to look at the current state of Travel Juneau and develop strategic, tactful ways to make improvements.

Ms. Woll spoke in support of forwarding this to LHEDC for further discussion.

Mayor Weldon maintained her objection.

Roll Call Vote on Motion:

Ayes: Jones, Hughes-Skandijs, Woll, Gladziszewski, Smith.

Nays: Hale, Bryson, Triem, Mayor Weldon.

Motion passed. Five (5) Ayes, Four (4) Nays.

F. Ordinance 2021-20 An Ordinance Amending the Compensation for Assemblymembers, the Mayor, and Certain Boards.

CBJ Charter section 3.10 provides the Assembly – by ordinance – shall provide for compensation for the Mayor and other Assemblymembers. However, an ordinance that increases Assemblymember compensation shall not take effect until after the October election.

This ordinance would establish the compensation for the Planning Commission and the Hospital Board of Directors at \$225 per month, establish the compensation for the Mayor at \$3,500 per month, and establish the compensation for other Assemblymembers at \$750 per month. Currently, this ordinance has an effective date of January 1, 2022.

On March 11, 2020, the Assembly Finance Committee amended this ordinance to include the Planning Commission and Hospital Board. On May 5, 2021, the Assembly Finance Committee also discussed this topic. This ordinance was introduced on May 24, 2021, and referred to the Committee of the Whole.

Ms. Triem asked Mr. Palmer to clarify that compensating the Hospital Board would not require them to complete any state financial disclosures. Mr. Palmer shared that he did not know that specific answer, he would need to research that answer. Ms. McEwen explained that the statute specifically calls out the Assembly, the Planning Commission, and any members of an elected utility board; it does not mention any other types of boards, thus not requiring Hospital Board members to complete a financial disclosure statement.

Mr. Bryson shared that he had contemplated this topic for a considerable amount of time, and believes that it is time for an increase. He mentioned that his role as an Assemblymember is the lowest paying job he has ever had. Mr. Bryson encouraged the Assembly to consider the compensation for every Assemblymember that might ever want to serve. He said the Assembly should reflect the entire community, and potential Assemblymembers should be able to run for office without having a secondary financial support system, such as being retired or owning a

business. Mr. Bryson believed that raising the compensation rate for Assemblymember would allow the Assembly to be inclusive to the entire community.

Amendment #1 by Mr. Bryson to create an addition which would amend the section that states “On January 1, 2025,” the compensation amount would be automatically amended to read, “The Mayor shall be compensated at the rate of \$4,000 per month, all other Assemblymembers shall be compensated at the rate of \$1,000 per month, per diem payments, reimbursements for expenses and election of health insurance are not compensation under this section.”

Mr. Bryson explained the timing of his amendment, which would not be applicable to any current Assemblymembers unless they were to be re-elected through another election cycle. He also mentioned past Assembly members – Mayor Becker, Mayor Koelsch, and Mayor Sanford – who had all previously started that Assembly pay should be raised. Mr. Bryson also said that the Assembly Charter requires the Assembly to review their compensation rate every two years, and believed that neither this Assembly or the Assembly before have fulfilled that requirement in previous years.

Objection by Mr. Jones. Mr. Jones was concerned about the difference between this pay rate increase and the Assembly Compensation Committee. He suggested the removal of the years.

There was a discussion about the Mayor’s pay rate versus the Assemblymembers pay rate.

Objection by Ms. Gladziszewski. She was concerned about the Mayor receiving a \$48,000 salary for a part-time job.

Objection by Mr. Smith. He said that he was struggling with the optics of deciding their own salary, and mentioned the Legislature having a voter-led commission to determine their salary rates.

Ms. Triem asked for clarification about Mr. Bryson’s comments on how salary reconsideration is required in the Assembly Charter. Mr. Palmer was not aware of any place in the Assembly Charter that requires the Assembly to look over their salary every two years. Mr. Bryson shared that he may have read the Charter wrong.

Roll Call Vote on Amendment #1:

Ayes: Bryson, Triem, Woll, Hale,

Nays: Smith, Hughes-Skandijs, Gladziszewski, Mayor Weldon, Jones.

Amendment #1 failed. Four (4) Ayes, Five (5) Nays.

Amendment #2 by Ms. Hale to amend the periodic review section by striking “...or a compensation commission appointed by the Assembly.” And to remove the word “two years” and replace it with “five years”. The amended section would read: “The Assembly shall review

the compensation for elected and Assembly-appointed Boardmembers every five years.” Ms. Hale also wanted to completely strike Section C.

Ms. Hale explained her amendment, saying that the Assembly did not need to hide behind a compensation commission.

Objection by Ms. Gladziszewski. She felt that leaving the language as stated would allow for the next Assembly to either move forward with their decisions, or appoint a commission. She added that she liked changing the period review time from two years to five years.

Objection by Ms. Triem. She said that this amendment would make it difficult for the Assembly to get anything done. However, she liked the five year addition.

Mayor Weldon spoke in favor of the amendment, adding that she also liked the five year change.

MOTION by Mr. Smith to bifurcate the amendment and separate the five year concept from the rest of the amendment. Hearing no objections, that motion passed.

Amendment #2(A) – Change Section A to allow the Assembly to review compensation for Elected and Assembly Appointed Board Members every Two Years, and Strike Section C

Roll Call Vote on Amendment #2(A):

Ayes: Bryson, Hale, Mayor Weldon.

Nays: Smith, Woll, Hughes-Skandijs, Triem, Gladziszewski, Jones.

Amendment failed. Three (3) Ayes, Six (6) Nays.

Amendment #2(B) – Amend the Periodic Review from every two years to every five years. Hearing no objections, Amendment #2(B) was adopted by unanimous consent.

MOTION by Mayor Weldon to forward Ordinance 2021-20, as amended, to the Full Assembly and asked for unanimous consent.

Objection by Mr. Smith for purposes of an amendment.

Amendment #3 by Mr. Smith to strike Section 6, the Hospital Board of Directors Compensation Section.

Mr. Smith spoke to his amendment, saying that \$225 is not enough incentive for Hospital Boardmembers.

Objection by Mr. Jones.

Ms. Gladziszewski spoke in support of this amendment, as she felt that the Assembly has not discussed the concept of paying the Hospital Board.

There was a discussion about the financial responsibilities the Hospital Board are charged with and that compensation for their service on the board with a small stipend would help offset those responsibilities.

Ms. Woll asked if the Planning Commission had access to health insurance benefits, like the Assembly, and would this amendment potentially change that. Ms. Cosgrove answered no, they do not have access to the health insurance benefits.

Roll Call Vote on Amendment #3

Ayes: Smith, Gladyszewski

Nays: Hughes-Skandijs, Bryson, Hale, Triem, Woll, Mayor Weldon, Jones.

Amendment failed. Two (2) Ayes, Seven (7) Ayes.

Hearing no objections, Ordinance 2021-20 was forwarded to the Full Assembly as amended.

G. Resolution 2957 A Second Resolution Authorizing the Manager to Enter into Port Agreement with Cruise Line Corporations for the Purpose of Satisfying Requirements of the Centers of Disease Control and Prevention to Allow Cruise Ships to Visit the Port of Juneau in Calendar Year 2021.

Over the last few months, the Centers for Disease Control and Prevention (CDC) has issued orders and technical guidance for cruise ships to resume carrying passengers. One of the CDC requirements is for each port to sign a Port Agreement outlining important health and safety terms. The various ports in Southeast Alaska are working together with the Alaska Department of Health and Social Services to develop Port Agreements. On May 24th, the Assembly passed Resolution 2955 which authorizes the Manager to enter port agreements for vaccinated cruises.

This resolution is more specific to authoring visitation by cruise lines that have traditionally catered to families, including minors that are not yet eligible for vaccination. This resolution would authorize the Manager to only sign a Port Agreement if (1) the cruise lines provide the ship schedules in advance and (2) the cruise lines agree to the requirements of the CDC (including a simulated voyage); (3) that a minimum of 90% of the total number of passengers are vaccinated, (4) that all adults and crew are vaccinated and (5) that no more than 5% of the ship capacity is filled by unvaccinated minors. The Cities of Hoonah, Ketchikan, and Skagway are in the process of signing similar port agreements.

Mr. Watt recommended that the Assembly forward this to the full Assembly for action at the June 14 Regular Assembly meeting.

MOTION by Mayor Weldon to forward Resolution 2957 vCOW1 to the full Assembly for consideration at the June 14 Regular Assembly meeting.

Objection by Mr. Smith for purposes of a question. Mr. Smith asked if there had been any input from professional healthcare organizations like CDC.

Mr. Watt spoke to the possible risk with this resolution, and added that CDC had established a rather thorough health and safety plan for cruise ships to operate. He said that there are a lot of different ways to look at this. Mr. Smith removed his objection.

Ms. Gladziszewski found that the mathematical aspects of this resolution would allow for this resolution to happen safely.

Ms. Hale spoke in favor of this resolution, and mentioned that the cruise ship's vaccination rate would be better than Juneau's current vaccination rate.

Hearing no objections, Resolution 2957 vCOW1 was forwarded to the full Assembly for consideration at the June 14 Regular Assembly meeting.

V. ADJOURNMENT

There being no further business to come before the Assembly, the Committee of the Whole meeting was adjourned at 10:21p.m.

Clerk's Note: Original draft minutes of this meeting were presented for approval at the November 29, 2021 meeting. Mr. Bryson requested a more in depth synopsis of the AEL&P presentation be included in the minutes. This revised version is being presented for approval at the April 8, 2022 Assembly Committee of the Whole meeting by Municipal Clerk Beth McEwen.

**ASSEMBLY STANDING COMMITTEE
COMMITTEE OF THE WHOLE
DRAFT Meeting Minutes – November 29, 2021**

I. CALL TO ORDER

The Assembly Committee of the Whole Meeting, held in the Assembly Chambers and broadcasted virtually via Zoom, was called to order by Deputy Mayor Gladziszewski at 6:05p.m.

II. LAND ACKNOWLEDGMENT

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!*

III. ROLL CALL

Assemblymembers Present: Maria Gladziszewski, Carole Triem, Wade Bryson, Alicia Hughes-Skandijs, Christine Woll, Michelle Hale, Greg Smith, ‘Wáahlaal Gíidaak (via Zoom), and Mayor Beth Weldon (via Zoom).

Assemblymembers Absent: None.

Staff Present: City Manager Rorie Watt, Deputy City Manager Robert Barr (via Zoom), City Attorney Robert Palmer, Municipal Clerk Beth McEwen, Deputy Clerk Diane Cathcart, (incoming) Tourism Manager Alix Pierce

IV. APPROVAL OF AGENDA

The agenda was approved as presented.

V. APPROVAL OF MINUTES

A. June 7, 2021 Assembly Committee of the Whole Draft Minutes

Mr. Bryson expressed concern about the summarization of the conversation that the Assembly had with AELP during the meeting. Mr. Bryson asked if the minutes, particularly, Item B could be rewritten in more detail.

Municipal Clerk Beth McEwen explained that the Clerk’s Office often documents meeting minutes in a summarized format. The minutes can be revised to include additional details of the discussion if that was the will of the body.

Ms. Gladziszewski asked Mr. Bryson if there were any specific examples he would like to see adjusted.

Mr. Bryson said that the discussion with the Systemic Racism Review Committee was depicted in full detail, whereas the depth of the AELP discussion was not reflected in the minutes. He added that he would be happy to work with the Clerk's Office to amend the meeting minutes.

Ms. Hale said that she would like to work with Mr. Bryson and the Clerk's Office on amending the minutes as well.

The June 7, 2021 Committee of the Whole Meeting Minutes will be amended by Mr. Bryson, Ms. Hale, and the Clerk's Office to bring to the COW at a future meeting.

VI. AGENDA TOPICS

A. Annual Report from the Juneau Coalition on Housing and Homelessness

JCHH Chair Mandy Cole provided the annual report on JCHH operations, and highlighted the various programs and projects under the JCHH umbrella:

The Juneau Housing First Collaborative has recently started Phase II. All available units are occupied, and there is an active wait list. She explained that this was a collaborative effort across multiple agencies: JAMHI provides onsite primary care and behavioral health support; the Glory Hall staff operates the facility, and the Board of Directors consists of a group of local providers who support this project.

Ms. Cole also highlighted the recent opening of Shéiyi X̱aat Hít (SXH – Spruce Root House), the new youth shelter which has provided over 200 nights of safe shelter for youths in the community.

The New Glory Hall opened this year, and is available to provide shelter for up to 43 people in individual spaces, with additional overflow beds made available. The Glory Hall has also started to reconnect individuals experiencing homelessness with their family and loved ones.

The Tlingit & Haida Non-Congregate Reentry & Recovery Shelter projects have made extensive progress. THCC has put in a considerable amount of effort to ensure that each shelter is fully staffed, and providing care and stability for underserved populations.

Ms. Cole explained the Coordinated Entry project, describing it as a data-driven system meant to determine how to most effectively reach vulnerable populations and provide them with housing opportunities. She spoke to the amount of time and care that was put towards ensuring that their data was accurate and up-to-date.

The Cold Weather Shelter was operated by St. Vincent de Paul for over a year, and expressed gratitude for their efforts in providing one of the most important safety nets throughout the pandemic.

The last item Ms. Cole mentioned was the permanent housing project, and spoke to the importance of support systems that help individuals experiencing homelessness find permanent housing opportunities.

Ms. Hughes-Skandijs asked Ms. Cole if there were any examples of organizations providing shelters or low-income housing without implementing the Coordinated Entry model.

Ms. Cole explained that the Coordinated Entry model was required for programs that receive grant funding from the Department of Housing and Urban Development (HUD). She said that there are several low-income housing programs in Juneau that do not use the Coordinated Entry model, such as the Alaska Housing Finance Corporation (AHFC).

Ms. Hughes-Skandijs asked Ms. Cole if JCHH shares data and statistics with other organizations, such as Census numbers or how many individuals are housed on a given night.

Ms. Cole clarified that JCHH could determine how many individuals are housed, and mentioned that there is a “Point in Time” count that is typically conducted in January. She described this count as a snapshot that demonstrates those individuals who have received service from JCHH, those who are in the process of transitional housing, and those who have not been able to receive service by JCHH at that moment in time. Ms. Cole added that this is a lot of data to coordinate, and as a result it does not happen every night, but it could be conducted periodically to track any trends.

Mr. Smith asked Ms. Cole if she could provide an overall metric regarding homelessness in the community.

Ms. Cole said that the pandemic significantly influenced those numbers, as there was an unprecedented increase of people using the cold-weather shelter. She noted that there were not many documented evictions due to the national eviction moratorium, however, quarantine made it difficult to provide alternative housing to others, such as couch-surfing. Ms. Cole spoke to how the pandemic uncovered the state of housing insecurity in the community, and how many people in Juneau are affected by homelessness.

Ms. Hale referred to Ms. Hughes-Skandijs’ question regarding statistics. She acknowledged that it was expensive to collect that data, but found it could benefit the City for future programs.

Ms. Cole confirmed that collecting program-specific data would require personnel trained to gather and enter the collected information, and to provide continuous maintenance and update the data as needed. She explained that data entry is a process that demands a considerable amount of time; she said that every moment she spends in front of a computer is a moment that she spends away from another person in need.

Ms. Cole suggested the Assembly allow the providers to determine how they collect and present their data, and spoke to the services that could be interrupted if providers were to dedicate more time towards processing data.

Ms. Triem asked Ms. Cole to specify what kind of permanent housing was needed: single family homes, studio apartments, etc.

Ms. Cole said that there is a significant need for efficiency apartments, studio apartments, and smaller one-bedroom apartments. She spoke to the difficulty in finding housing in a competitive market, especially for those living on a fixed income. Ms. Cole also mentioned that it can take up to two years for applicants to receive a housing voucher from organizations such as AHFC or Section 8.

Ms. Gladziszewski asked Ms. Cole to explain why the some programs associated with HUD utilize the Coordinated Entry model, whereas other programs have opted not to use it.

Ms. Cole explained that programs which receive funding through HUD are required to use the Coordinated Entry model to fill available spaces. She added that programs that do not receive funding from HUD: such as Bartlett Regional Hospital, CCFR, and JAMHI, have used the Coordinated Entry model when trying to reach out to the most vulnerable populations. She provided an overview on how the Coordinated Entry model is used as a reference tool by multiple programs in the community to determine an individual's eligibility to receive support services.

Ms. Hughes-Skandijs asked Ms. Cole to clarify how many Housing First models the community needs at the moment.

Ms. Cole said that the Housing First initiatives from previous years provide the number of affordable housing units needed to provide adequate housing for the community.

Ms. Gladziszewski thanked Ms. Cole for her presentation and her continued work of these issues.

Ms. Cole thanked the Assembly for their time, their support, and their interest in understanding what it is like to be housing insecure in Juneau.

The Committee of the Whole took a break at 6:51p.m. and resumed at 7:00p.m.

B. Capital Civic Center Update

Mr. Watt said that Director Koester will be giving an overview of the current status on the Centennial Hall project.

Ms. Koester provided a brief recap of the project thus far:

- In 2012, the Juneau Arts and Humanities Council (JAHC) received \$1M with voter approval to begin planning a purpose-driven art center. In 2014, The Partnership was created to advocate for the new Juneau Arts and Culture Center (JACC). Over the past several years, The Partnership has managed to raise funds towards the new JACC project, and brought the project to 66% design.
- In 2017, voters approved of \$4.5M in sales tax to be appropriated towards infrastructure renovations in Centennial Hall.
- In 2019, voters approved of a 2% expansion of hotel tax to be funded towards Capital Improvements for Centennial Hall; and approved of a \$7M bond towards City Hall improvements.
- Voters rejected an advisory vote to grant the New JACC project \$4.5M from the 1% appropriation from 2017.
- In 2020, the Assembly decided to pause the Centennial Hall project.
- In 2021, CBJ staff asked for funding to design the Centennial Hall renovations
- Currently the design work for Centennial Hall renovations is underway and they hope to be ready to bid in May 2022 between the IRONMAN competition and the Alaska Folk Fest with focus on ballroom improvements.

Mr. Watt provided history on how timing and circumstances have affected bids in three previous projects to the plus and to the negative. He suggested that a cost driven project is likely the best scenario for this scenario and that the Capital Civic Center partnership has been raising outside capital to help fund the project. He said they need to think about government procurement methods early and how using a low bid method is knowing amounts too late in process. Next step would be to engage in architectural services to get at 30% level. In order to do that, they need to establish a contractual relationship to be able to get any kind of project certainty. He said the Assembly can rely on the work of the alliance to a certain degree.

Ms. Hughes-Skandijs asked Mr. Watt if the \$4.5M Sales/Bed Tax approved in 2017 was not yet appropriated. Mr. Watt confirmed that it was approved but not yet appropriated into the project. Ms. Koester provided a historical overview of the project from 2017 and 2019.

Ms. Hughes-Skandijs if the \$75,000 had paid for the cost estimator which Mr. Watt confirmed was accurate.

Ms. Hale said that she appreciated the different contract route options. She said that she would assume they would reach out with wide advertising to get options for contractors. Mr. Watt replied that he has never worked on that type of bid before but others have pioneered the way. He explained that this style of project management would be to secure the Architecture contract first and they are hired for the duration of project. The secondary bid/selection happens for the project contractor and those morph into a sole entity/contract that manages the entire project.

Ms. Hale asked if they would intend to advertise broadly for just one or the other or both. Mr. Watt said they would advertise for both broadly.

Ms. Hughes-Skandijs asked if it was considered a competitive solicitation for the contractor. Mr. Watt said it was competitive solicitation, but not solely based on price.

Additional discussion took place with respect to the role that Marine Passenger Fees may or may not be included as part of the funding mechanism for the project. They also discussed the status of the congressional request. Mr. Watt said that the congressional delegation looks to see the readiness of a project before including in their funding bills. Ms. Koester explained that this project was not included in the current infrastructure bill that Congress just passed but this project may get included in next congressional bill.

Ms. Triem said that she was not ready to go all in on this. She expressed concerns regarding the timing. Mr. Watt said that the Assembly Public Works and Facilities Committee discussed this earlier today while looking at some big picture projects. He said that the Assembly Finance Committee faces some challenges on a wide variety of projects and questions. He suggested that the Assembly Finance Committee meeting on December 1 will provide the financial state of the City including the big picture projects versus orders of the day and they need to find a process that the Assembly is comfortable with.

Assemblymembers discussed the scope of the project, the financial numbers of \$77 million vs. \$45 million and before \$2 million is spent on a 30% design, when and who decides on the ultimate scope of the project. Ms. Gladziszewski said she is supportive of moving forward but doesn't want to spend money on estimating a project that they already know they can't afford. Ms. Gladziszewski said they need to decide when and who is going to be the deciding factor before moving much further.

Mr. Watt said that he would suggest the "who" would be the City Manager holding some stern reins on the project, in frequent consultation with the Assembly. With respect to the "when" he said he would look for examples of other communities with similar contracts and wouldn't be going \$2 million dollars into the project before figuring out where they are at. He said that the napkin drawings came up with an estimate of \$45 million. He said that there is not a 'no-risk' option. He said they would be researching contracts on how best to move forward on this and that the Assembly would get regular updates.

Mr. Smith asked if it was ever discussed that the Alliance would pay 30% of \$2M.

Mr. Watt brought it up to the Alliance and some members of the Alliance were receptive to that. However, he said that some members of the Alliance voiced concern that the public might see this as the partnership board trying to bring back their previous proposal. He said that is something for the Assembly to contemplate. He said that he feels it is important that the city, through the Assembly, is fully on board with whatever they decide to do. He said that if the public feels the Assembly is only halfway committed to the project that may be a problematic.

Ms. Hale said that she thinks the price tag is a shock to all of them. However, she advised caution in saying no they can't afford it prematurely until they spend some time looking at the various funding avenues as well as what the actual costs might look like.

Mayor Weldon said that she appreciated Ms. Koester's history of the project as well as Mr. Watt's recommendation on the contractual approach.

MOTION by Mayor Weldon to forward the request for an appropriating ordinance in the amount of \$2 million from the General Fund to be brought forward to the Assembly.

Mr. Smith said he would be more inclined if some money is coming from partnership.

Amendment #1 by Mr. Smith for \$1M from General Fund with remaining from Partnership or other partners.

Ms. Triem said she agrees with where Mr. Smith is coming from. She said that the optics on this is that public voted down an Arts Center project and this is trying for something similar.

Objection by Ms. Hale to the amendment. She said that this is not the same project. She said there is a valid explanation for why we might not want the partnership to provide funding for this portion of it.

Objection by Mayor Weldon to the amendment and agreed with Ms. Hale that this is not the same project that was voted down. This includes expansion and renovation of Centennial Hall as well as adding an auditorium and other aspects. She said that now that there has been an alliance formed, there are many different entities working together. She said that within that Alliance group is Juneau Chamber of Commerce, Travel Juneau, and the PARTnership and since JCC and TJ do not have money to put towards this, it would be an unfair burden to the PARTnership.

Ms. Gladziszewski also objected to the motion for the same reasons previously stated.

Mr. Bryson said that they have heard how this is a different project and the Assembly has been given the information and materials repeated over the past year. He said that the citizens of Juneau do not know this is a different project. He said that before they move too far on this, they need to get more citizen involvement and understanding of what this new project is.

Ms. Hughes-Skandijs said this is a city project because it is city property. She said she does not feel they have decided on anything concrete at this point except to use \$75,000 for some napkin drawings and a very rough estimate cost. She said that some of this is coming about because we haven't kept up on deferred maintenance needs. She said she is not sure how she'll vote on the amendment as she isn't sure about spending \$2 million dollars more at this juncture.

Objection by 'Wáahlaal Gíidaak to the amendment. She said that there is an opportunity to be had here. She said that Centennial Hall is the gathering place for Alaska's Capital City and it does not reflect that. She said there is an opportunity that is screaming in our face to bring in people from other communities to hold gatherings and even bring people from other states to use the facility. She said that the scoping needs to be done and provide the Assembly with more information, \$2 million will get us a long way on figuring out what that will look like and what the eventual costs will be. She said that in conversations she has had, it seems that our federal delegation is pretty confident on how this might roll out using possible federal funds. She said that she supports this project and this is an opportunity to upgrade Centennial Hall, to make it a great place for gatherings from around the state and to set a high standard as Alaska's Capital City.

Mr. Smith said that his amendment wasn't to penalize any group but as an effort to show the community that this is a compromise that we are working together with the community on moving this project forward.

Roll Call Vote on Amendment #1:

Ayes: Smith, Woll, Hughes-Skandijs, Bryson.

Nays: Hale, Triem, Gladziszewski, 'Wáahlaal Gíidaak, Mayor Weldon.

Motion failed. Four (4) Ayes, Five (5) Nays.

Amendment #2 by Ms. Triem to send this to the AFC for further discussion in January rather than sending it to the Assembly for introduction.

Ms. Triem said that they did discuss at PWFC earlier today, the need to have discussion about the big picture capital works projects. She said that they decided they would be discussing those at the January Finance Committee meeting. She said that on Wednesday, December 1, the AFC would receive an overview of the overall CBJ finances.

Mayor Weldon objected for purposes of a question with respect to timing.

Mr. Watt explained with respect to timing that they may wish to introduce it at the December 13 Regular Assembly meeting, refer it to Assembly Finance Committee for the meeting on January 5, and set it for Public Hearing on January 10, 2022.

Additional discussion took place with respect to any urgency for the timing, Mr. Watt explained that the only urgency would be with respect to moving this further along in the process for the timing of the congressional delegation to be able to include it within any federal funding bills.

Ms. Triem withdrew Amendment #2.

Amendment #3 by Mayor Weldon for the Assembly to introduce the \$2 million dollar appropriating ordinance at the December 13 Regular Assembly meeting, refer to Assembly Finance Committee on January 5 and set for public hearing on January 10.

Ms. Hughes-Skandijs asked for process clarification.

Mr. Palmer provided clarification on the timing and explained that if it is set for public hearing on January 10 and it was not ready to come out of the AFC after the January 5 meeting, the tentative public hearing on January 10 could be cancelled. Mayor Weldon amended her motion to include setting it for public hearing on January 10 as written above.

Mr. Smith asked if the Mayor's motion including anything about the alternative procurement process. Mayor Weldon responded that she was going to make that as a separate motion in order to keep things simple.

Hearing no objection, Mayor Weldon's Amendment #3 passed by unanimous consent.

Hearing no objection, the main motion, as amended, passed by unanimous consent.

MOTION by Mayor Weldon for the Assembly to direct CBJ staff to authorize alternative procurement ordinance to bring back to the Assembly.

Hearing no objections, the motion passed by unanimous consent.

The Committee of the Whole took a break at 8:07p.m. and resumed at 8:17p.m.

C. Tourism Survey/Visitor Industry Task Force Update

CBJ Tourism Manager Alix Pierce and McKinley Group Affiliate Heather Haugland gave a presentation on the 2021 Juneau Tourism Survey.

They conducted the survey by calling 506 randomly selected residents using a mix of cell phone and landlines phone numbers. Some of the questions were repeated from previous surveys done in 1995, 1998, 2002, and 2006. The screening criteria for survey participants was that they were a current Juneau resident and they had lived in Juneau during the summer of 2019. Copies of the survey and their presentation was provided in the COW materials.

They noted the following from the cover memo included in the packet:

While some questions were updated for current considerations and a few questions were added to address current issues such as hot berthing and the Norwegian Cruise Line dock, efforts were made to create consistency in questions in order to gauge public perception over time. ...many of the responses to the survey questions remained consistent over the last two decades.

Another item to note while reviewing the report is that the survey has two components, a statistically valid phone survey and a self-selected online survey. The random sample phone survey followed industry standard procedures for aligning respondents' demographics with the demographics of Juneau residents, including age, area of residence and gender. The online survey was open for all residents and the demographics of the respondents do not align closely

with those of the community. For these reason, the results of the phone survey should be taken as a more accurate representation of the Juneau community. This survey will help inform future steps in implementing the VITF recommendations.

Ms. Pierce directed the Assembly to the chart in the packet titled “Upcoming CBJ Tourism Management Issues and Processes” and pointed out that the Assembly will have some decisions to make in the near future with respect to tourism issues as they proceed with taking action on Visitor Industry Task Force (VITF) recommendations as well as when/how Norwegian Cruise Lines proceeds with subport development.

One of the recommendations from the VITF involved negotiations with CLIAA in the forms of memorandum of agreements. Mr. Watt spoke to the negotiations underway with CLIAA.

Ms. Pierce said that the Assembly is already working on the ordinance related to sales tax on cruise ships. She said that there will be three decision points coming up. 1) The Long Range Waterfront Plan (LRWP) amendment, 2) the Planning Commission will consider the Conditional Use Permit, and 3) the Assembly will need to consider a motion to negotiate with NCL on any tidelands leases and then a final decision on the tidelands lease.

Ms. Hughes-Skandijs said that thought they had already done something about the tideland lease.

Mr. Watt said that the Assembly decided it would be the deciding body on Tidelands lease and that is as far as they have gotten.

Mayor Weldon asked if Ms. Haugland was surprised by the different results between the phone survey and the self-selecting survey responses. Ms. Haugland said that the results were quite different between the two surveys. The internet version were more likely to be impacted by tourism, were more likely to live or work downtown than the valley. She said that they have done companion surveys like this in Haines and other places. She said for Juneau’s survey, there was quite a bit of difference between the responses.

Ms. Triem said that in looking at page 35 of the report, it was in terms of support or opposition to the NCL dock at the subport, she asked about how it compared with the 2006 survey. She asked if this survey was different from the LRWP comments. Ms. Gladziszewski explained the LRWP comments showed people were not in favor of a dock in the area of the subport and that was the reason the Assembly at the time decided to proceed with the 16B dock project instead.

Ms. Gladziszewski thanked Ms. Haugland and Ms. Pierce for their presentations.

VII. ADJOURNMENT

There being no further business to come before the Assembly, the Committee of the Whole meeting was adjourned at 8:37p.m.



MEMORANDUM

DATE: April 7, 2021
TO: Deputy Mayor Gladziszewski
FROM: Katie Koester, Engineering and Public Works Director
SUBJECT: Follow-up on New City Hall

On March 7th the Committee of the Whole heard an overview of the site selection process for New City Hall. At that meeting, members had a number of questions and information requests. The purpose of this memo is to answer member questions and make a recommendation on final site selection. Engineering will then work with the Architect team on renderings and cost estimates to bring back to PWFC, the public, and the body in anticipation of an ordinance in July to put a question before the voters. The questions from members are divided into 3 general categories, existing state offices, parking potential, and money (cost estimates and financing).

STATE BUILDINGS

What about the ADF&G building on West 8th Street? Is that a good fit?

In summary, the current ADF&G building, located by Overstreet Park, has a lot going for it. At 42,000 square feet (37,500 usable program space) it is almost big enough. There is room on site to add an Assembly chambers and some office space. There is plenty of parking, and it is in a convenient location for commuters. However, it is removed from Downtown core, and represents a significant investment for what is an old building (40 year old converted movie theatre). It also is fully occupied - the landowner is in active negotiations to extend the current lease with the State.

Purchase price, basic tenant improvements, and an addition to accommodate 8,500 sqft of Assembly chambers and office space, bring the minimum cost of this option to \$33.8M with a price tag upwards of \$60M for a renovation that would compare to new construction and meet LEED standards. However, the seller is open to a lease to own option or other public private partnership.

See March 17, 2022 memo from Jan Van Dort Re: New City Hall.

See ADF&G Building Remodel: Preliminary Cost Estimate Provided by Northwind Architecture

Have we taken a look at what leases the State may be vacating in the near future and what opportunities there may be to occupy existing office space?

CBJ staff met with the leasing contract officer from State of Alaska Department of Transportation and Public Facilities (ADOT&PF) who manages all state leases. CBJ asked what trends and expectations were for leased property in Juneau given the broad use of telework and the loss of State jobs. He said that as a matter of course when a private lease expires they look at all their options. However, statewide the State is not experiencing a wholesale reduction of leased property because of teleworking; many state departments are beginning return to work requirements and offering hybrid work weeks to their employees that will not result in a

decrease in needed square footage. For Juneau, there are no imminent plans to vacate or sell a large office space.

See table title "Large Building Leased by State of Alaska in Juneau."

PARKING

Can we get more information of the parking impacts downtown of the 450 Whittier site?

CDD staff drafted a comprehensive parking analysis for 450 Whittier and the Downtown Transit Center sites.

The area around 450 Whittier currently accommodates 522 individual personal vehicles, the majority of which is on land owned by CBJ. Of those spaces, 36 are on-street parking; 74 are designated to Centennial Hall/ JACC during working hours but open to the public during evening hours. The State of Alaska leases approximately 321 spaces from a combination of CBJ and Central Council of the Tlingit & Haida Indian Tribes of Alaska. Sixty-three public parking spaces would disappear with the construction of New City Hall. With the time allowed, staff was unable to ascertain shared use agreements for some of the lots; however it is clear that either formally or informally many lots are shared, especially after hours. For example, when Centennial Hall or JACC has a large event, they have overflow parking at Coast Gaud, behind the State Museum, and the State Parking garage.

Under the new parking code, 450 Whittier would need 56 sites. Of those, 38 could be provided with the addition of underground parking at a cost of \$3.2M. City employees have a combined total of 175 parking passes issued. (However not every employee occupies a spot, some are for occasional use by employees who do business downtown). There are also 10 city vehicles that currently park at Marine Parking Garage.

A 450 Whittier site would need to have convenient dedicated public parking for citizen use of City Hall. It is clear from the study that there is ample available parking after business hours to accommodate public meetings. Solutions to staff parking include working with current land holders to draft shared use agreements, promoting alternative transportation (there is a bus stop right across the street), and maintaining some parking at the Marine Parking Garage and Downtown Transit Center. It is difficult to understand a complete picture of the future parking needs of the area after two years of COVID and teleworking. The State has yet to assess parking needs with the outmigration of employees (but did mention that CBJ inquiry would prompt that). Central Council has expanded their presence in the area and have yet to establish their parking needs. Additionally, potential expansion of the North State Office Building would alleviate the need for surface parking.

See March 2022 Parking Assessment for New City Hall prepared by CDD.

The North State Office Building Parking Garage has the potential to open up current surface parking in the area for development and solve parking congestion in the area. Tell me more.

CBJ has submitted a funding request to the Legislature for North State Office Building parking garage. A substantial renovation/addition to the existing garage could yield an additional 323 parking spaces. CBJ has reached out to the State and Central Council to discuss partnerships in this option that frees up land in downtown Juneau.

See November 3, 2018 memo from City Manager Watt Re: SOA – North State Office Building Parking Garage

MONEY

Can we get an update on the Financing Strategy for New City Hall memo from Finance Director Rogers?

The attached memo summarizes how CBJ can finance \$21M-\$26M in new city hall capital costs over 25 years (depending on the preferred alternative) with no increase to the current mil rate while leaving significant capacity for additional debt for other potential projects.

See March 21, 2022 memo from Finance Director Rogers RE: Financing Strategy for New City Hall.

Does the current cost estimate for deferred maintenance at the current City Hall take into account recent cost escalations?

Yes and no. It was done in house last fall. Since then, Engineering has purchased cost estimating software and has more experience with similar projects in the current bidding climate. The numbers have been reviewed (as recently as April 2022) to incorporate that information. The cost estimate for renovations remains around \$12M if construed in 2025 (phased improvements, while possible, add to that cost estimate).

EXTRA INFO

At the presentation on March 7, staff gave you an update on why the two sites (status quo and old Walmart building) were eliminated from consideration, but in hindsight the presentation could have used more discussion on the pros and cons of the top two sites, 450 Whittier and DTC. An analysis from Northwind Architecture is attached to help inform your decision making.

See pro and con bulleted list titled SRS/Northwind 3/9/2022

WHAT ABOUT SHARING ASSEMBLY CHAMBERS WITH CENTENNIAL HALL?

Construction inflation has hit projects across the Borough hard and the thought of \$40M New City Hall facility is difficult to swallow. Nevertheless, every payment that CBJ makes on rent represents taxpayer dollars that could be spent on a lasting investment. Given the long use of a New City Hall, even with a long payback period, the public will still financially benefit.

However, we recognize that sticker shock is real and may be a problem in continuing to gain public support for the project. In an effort to think outside the box, consider what New City Hall would look like stripped to two core services; interface for the public with City departments and basic office space. This leaves out the essential function of a City Hall as Assembly chambers (public meeting space and voting). However, the proximity of the 450 Whittier Site to Centennial Hall is a rare opportunity to collocate chambers and other community functions and increase the efficiency of public space. Would there be scheduling conflicts? Undoubtedly – but those could be navigated with advanced planning and the flexibility of Zoom to expand the reach of the Assembly. City Hall could include a large conference room that would be heavily used for evening meetings of boards and commissions, Assembly meetings that may not have the same level of public participation, and staff trainings. Based on square foot alone, you could remove 2,800 square feet from the floor plan, saving the project approximately \$2.3M.

Renovations to meeting rooms at Centennial Hall have been a priority for the voters since they approved funding in 2017. Meeting room renovations are not part of the current scope of work for two reasons: 1) the project has focused on the highest priority items and elements that will not interfere with potential expansion in the future (ballroom and HVAC) and 2) budget. However, \$2.8M in sales tax is included in this year's CIP, some of which could be used to renovate a meeting room to accommodate chambers. Thinking more broadly, any Capital Civic Center project would include upgrades to meeting rooms and could accommodate chambers.

To be clear, the idea would be a shared, but not exclusive space, for Assembly to meet with the Assembly having priority. There are many communities who use shared public space for chambers.

Cordova Assembly meets in their Civic Center, Anchorage Assembly meets in the Loussac Library and Sitka meets in their Centennial Hall building. Furthermore, sharing the Chambers with a public facility like Centennial Hall (or Capital Civic Center) is an efficient use of space and would regularly invite the public to attend meetings in our most prominent public building.

RECOMMENDATION

Select 450 Whittier as the preferred alternative for a New City Hall. Direct staff to continue with public outreach on this recommendation. Provide an updated cost estimate for a new office building with no Assembly chambers.

ADF&G Building Remodel: Preliminary Cost Estimate Provided by Northwind Architecture

ADF&G Building				
		ADF Tenant improvements	Addition for missing program	Full Building LEED reno
GSF		37,500	8,500	37,500
Estimated construction cost TI	\$135/sf	\$5,062,500		
Estimated construction cost New, sm add	\$435/sf		\$3,697,500	
Estimated construction cost Full Reno	\$445/sf			\$16,687,500
General requirements	12.0%	\$607,500	\$443,700	\$2,002,500
Tax, Permits, Bond, Ins.	3.5%	\$177,188	\$129,413	\$584,063
Fee	7.0%	\$354,375	\$258,825	\$1,168,125
Contingency	15.0%	\$759,375	\$554,625	\$113,906
Escalation 5% first year (end 2022)	5.0%	\$348,047	\$254,203	\$1,027,805
Escalation 5% second year (end 2023)	5.0%	\$365,449	\$266,913	\$1,079,195
Construction Cost Total		\$7,674,434	\$5,605,179	\$22,663,093
Development costs				
Owner costs	9.0%	\$690,699	\$504,466	\$2,039,678
Design CA, SI	13.5%	\$1,036,049	\$756,699	\$3,059,518
Permitting	1.0%	\$76,744	\$56,052	\$226,631
Owner contingency	11.0%	\$844,188	\$616,570	\$2,492,940
Development cost total	34.5%	\$2,647,680	\$1,933,787	\$7,818,767
Project Cost total		\$10,322,113	\$7,538,966	\$30,481,861
2-year escalated cost per square foot		\$275.26	\$886.94	\$812.85
Tenant Improvements w/ addition (20-year building)		\$17,861,079	No new roof, windows, envelope, mechanical or electrical	

ADF&G Building Remodel: Preliminary Cost Estimate Provided by Northwind Architecture

Full Reno w/ addition (50+ year building)	\$38,020,826	All new building envelope, mechanical, electrical, LEED standards
---	--------------	---



Capital Office Park Building adjoining Whale Park and Seawalk

MEMORANDUM

To:

Rorie Watt
CBJ City Manager

Katie Koester
Director, CBJ Engineering and Public Works

From:

Jan Van Dort
10518 Fox Farm Trail
Juneau, AK 99801
907-321-0271
jvandort@gci.net

Miles S. Schlosberg
2600 Perkins Lane W
Seattle, WA 98199
206-819-2792
m.s.schlosberg@comcast.net

Date:

March 17, 2022

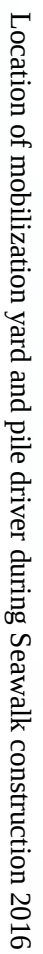
Subject:

New City Hall

During our meeting on March 10, 2022, we were asked to integrate the Capital Office Park property (COP) into the *New City Hall Site Selection Matrix 12.17.21* to facilitate comparison between COP and the other sites under consideration. Since the proposed renovation of the existing city hall and the Walmart site have been eliminated, the comparison is directed to the two proposed sites which remain under consideration. Our information follows the criteria used in the selection matrix.

The COP property consists of the building presently housing the Alaska Dept. of Fish and Game at 1255 West 8th Street and Lot 9B, Block 63, Tidelands Addition. The assessor's database shows the building to be 41,961 SF and the lot to be 58,988 SF in size.

MATRIX ANSWERS



Criterion 2 – Adequate Parking: The property offered for sale along with 1117 W. 9th and the two small fractional lots referred to below have the capacity to park approximately 140 cars. Some additional parking could be obtained without new construction in the CBJ-owned right-of way to the east of the building. The “Whale Park” parking area could also easily be made available for over-flow parking. Acquisition of the COP property should put a permanent end to the burden the current CBJ office facilities place on downtown parking.

Criterion 3 – Sustainability; Energy Efficiency: No fossil fuels are used in heating the existing building. Heat is provided by electric resistance coils installed in the ducting and three air-to-air heat pumps located on the roof of the building. The heat pumps are connected in a manner which allows any one of the three to supply heat to the entire building in the event of a failure of another. The heat pumps also air-condition the entire building when needed. There is a back-up diesel generator to protect computer equipment and data in the event of a power failure.

Criterion 4 – Located in Concentrated Area / Near State and Federal Offices: The COP site has been used for ADF&G offices for 40 years. It is adjacent to the Alaska Dept. of Labor, across Egan Drive from, and a short walk to buildings occupied by the Alaska Permanent Fund Corporation, Alaska Department of Education and the federal office building. The lower entrance to the State Office Building is only a few minutes’ walk further away. The downtown tourist center and tour ship docks are about 15 minutes from the COP site on the new seawalk. The COP property is closer to ADOT, Department of Public Safety, APEC and the airport than the other two sites under consideration.



Federal Building to left of Whale, COP building to right, plus cruise ships

Criterion 5 – Repurpose Existing Building: Selection of this site would repurpose the COP building from State offices to municipal offices. The building, in its present form, was designed to house the headquarters of a state agency with a hierarchal form of organization similar to that of the City. Because of this, much of the division within the building itself (floor plan, partitions, low-voltage locations, electrical drops, ducting, etc.) could be used by the City as-is or with minimal modification. The savings to the City from this adaptation alone could mean many hundreds of thousands of dollars. Also, the disruption and environmental costs, unlike the new construction posed by the other two sites, would be negligible.

Criterion 6 – Available Space: The CBJ Assessor’s database shows the building’s size to be 41,961 SF. An additional 2,369 SF building and appurtenant land can be obtained by acquiring the property across the parking area at 1117 W. 9th St., which is also owned by the seller and could be made part of the proposed sale.

Criterion 7 – Ownership: The acquisition of the COP property by the City would enable it to obtain a permanent home for City offices.

Criterion 8 – Cost: The purchase price for the main site, the COP property, 1255 W 8th St., is \$16,000,000. The purchase price for the additional land and building referred to above in Criterion 6, 1117 W 9th St. and a fraction of Lots 7 and 8, Block 60 ATS #3, is \$450,000.

Criterion 9 – Displacement of Other Use: The co-owner of the property presently proposed for sale to the CBJ has buildings in Vintage Business Park, a large portion of which are presently leased to the State and which would meet the needs of the Department of Fish and Game.

Criterion 10 – Operating Cost Estimate: Operating costs for fully servicing the COP property, including insurance, umbrella insurance coverage, janitorial, elevator, utilities (including heat), snow plowing, property management, HVAC computer controls, and life-safety systems monitoring and repairs (and excluding CBJ property taxes) is approximately \$240,000 per year.

Criterion 11 – Accessibility: Location Accessibility. The COP property is located at the TRANSPORTATION HUB of the City. It is the point where the Douglas Bridge, Egan Expressway and 10th Street converge and form a controlled 4-way intersection. The COP property and the neighboring Dept. of Labor building had the advantage of housing large State agencies before the main reconstruction of Egan Expressway occurred and, therefore, proper access was incorporated into the roadway design and reconstruction. The property is located within a few feet of “Whale” Park and has a separate dedicated access to the seawalk. The COP property offers another significant benefit to the City that the other two sites under consideration do not offer or offer to a lesser degree, which is convenience. Most of the people in Juneau do not live in the downtown core. Many do not work there. Locating the new CBJ City Hall in the core requires coming into the portion of the city often crowded with buses and pedestrians and offering only extremely limited parking. Moreover, a significant portion of the day-to-day interaction between people and the City involves permitting and construction. It is not convenient for people engaged in these activities to deal with the delays, parking problems and ticketing which occur. The resulting inconvenience outweighs any benefit obtained with a city-core location for a new city hall.

Architectural Accessibility. With respect to the building itself, all first-level entries are on grade and require no access ramps. The second level is served with an elevator. Accessible parking has been established at the main entrance of the building.

LIKELIHOOD OF SUCCESS

The first factor in considering any major construction project is determining how likely it is to occur. The second factor is determining the reliability of the projected economics. Proper weighting of these factors in this case leads to the inescapable conclusion that the COP building acquisition makes solid business sense in the current economic environment. Consider:

- This COP site can be up and running with little additional expenditure beyond the purchase price, since it is already a highly functional multi-divisional government administrative building.
- Unlike the other sites, the greatly reduced cost of acquiring and using the COP site means that a bond (if needed) for the acquisition cost would more likely be approved by a public vote.
- The COP owners have already worked smoothly and cooperatively with the City in the purchase by the City of the part of the COP property needed for construction of the Seawalk and in meeting its need for access and other assistance in getting the project done. There is no mortgage or other encumbrance on the COP property so no one but the owners are involved in closing a sale.
- The COP site could be occupied one floor at a time, thereby enabling the City to rapidly cut its leasing costs at the Marine View and other rented buildings.
- The City can avoid the substantial public cost, inconvenience and general disruption imposed on the State and the community caused by the reduction in parking, street closures, re-routing and delays caused by construction. This is particularly true for the proposal to construct the new hall over the existing parking garage.

In sum, the COP property offers the City certainty of price, delivery, and budget, freedom from the effects of inflation and a much higher probability of voter approval during a time of great uncertainty, as well as much better value and increased parking.

Also consider: The Seawalk was designed and engineered about 1982 but took 34 years to build. The COP property offers 2020's reality rather than the blue sky of the other proposed sites.

Parking Assessment for New City Hall

City & Borough of Juneau, Alaska

March 2022

Prepared by Community Development Department



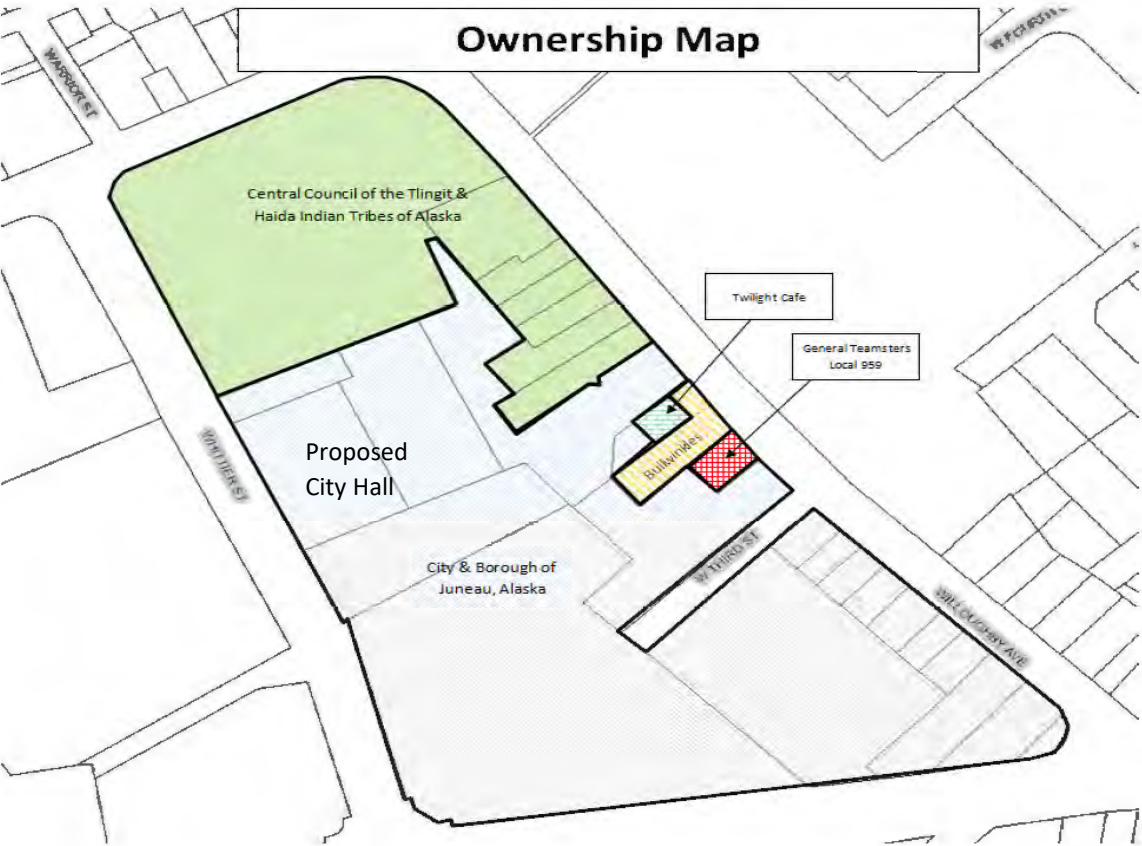
Purpose

The primary focus of this report is to assess the current parking situation on the ground by providing an understanding of current capacity needs, as well as future capacity needs for the proposed New City Hall. Two proposed sites are being analyzed: 450 Whittier Street and the Downtown Transit Center.

Analysis – 450 Whittier Street

1. Ownership Composition

The following entities own portions of the study area:



Map 1

The CBJ owns a majority of the lots in this area. Four lots owned by CBJ, Tidelands Addition Block 68, Lots 11, 12, and 12A and Subport Lot A, have parking leases associated with them.

Table 1

	Owner	Square feet	# of lots
	City & Borough of Juneau	218,058	21
	Central Council of the Tlingit & Haida Indian Tribes of Alaska	93,154	7
	Bullwinkles	4,314	2
	General Teamsters Local 959	1,802	1
	Twilight Café	1,247	1

2. Leases

The leases identified for this process are listed below. The map below was created by assessing known leases within the study area and assigning them a geographic area. Some of these areas were delineated in lease documents, some were based on numbers of spaces and approximate locations.

1. Juneau Arts and Humanities Council (JAHC) Lease Agreement, signed in 2007
 - a. Parties
 - i. CBJ Parks and Recreation, Lessor
 - ii. Juneau Arts & Humanities Council, Lessee
 - b. This lease is for the structure and includes a stipulation relating to parking that is relevant to this study. This reads as follows, *"Daytime (8:00 a.m. to 5:00 p.m.) dedicated parking is limited to parking in the dirt lot off of Whittier Street and four dedicated parking spaces along the paved side of the building. Daytime overflow parking may use the parking lot behind the State Museum."*
2. State of Alaska, Amendment 38 (2021), Lease Number 2457, signed in 2000
 - a. Parties
 - i. Central Council of Tlingit & Haida Indian Tribes of Alaska, Lessor
 - ii. State of Alaska, Department of Transportation & Public Facilities, Lessee
 - b. This lease is for office space in the Willoughby Annex (400 Willoughby Avenue) and includes a stipulation for parking that is relevant to this study. This reads as follows, *"...13 parking spaces for the exclusive use of the State located in the adjoining parking lot and 9 additional parking spaces for the exclusive use of the State located at 535 Willoughby Avenue"*.
3. State of Alaska, Amendment 4 (2021), Lease Number 2693, signed in 2018
 - a. Parties
 - i. City & Borough of Juneau, Department of Lands & Resources, Lessor
 - ii. State of Alaska, Department of Transportation and Public Facilities, Lessee
 - b. The state leases approximately 117 spaces from the CBJ at 300 Egan Drive (Lot C2A, Juneau Subport) (*see Develop Juneau Now LLC Subport Parking Lease*).
4. State of Alaska, Lease Number 2625, signed in 2015 and amended eight times as of March 2022.
 - a. Parties
 - i. City & Borough of Juneau, Department of Lands & Resources, Lessor
 - ii. State of Alaska, Department of Transportation and Public Facilities, Lessee
 - b. This lease covers the following lots:
 - i. Lot A, Subport Subdivision;
 - ii. Lot 12, Block 68, Tidelands Addition to Juneau Townsite;
 - iii. Lot 12A, Block 68, Tidelands Addition to Juneau Townsite

These lots consist of approximately 1.25 acres and do not include any structures. The lease was amended in 2018 to swap 36 parking spaces resulting in the current leased parking configuration with approximately 99 parking spaces.

5. Develop Juneau Now LLC Support Parking Lease, signed in 2018
 - a. Parties
 - i. Develop Juneau Now, LLC, Lessor
 - ii. City & Borough of Juneau, Department of Lands & Resources, Lessee
 - b. The CBJ is leasing this property from Develop Juneau Now LLC and is subletting the parcel to the State of Alaska for approximately 117 parking spaces. This site is outside of the study area, but is relevant in understanding the context and complexity of the parking situation.

6. State of Alaska Employee Parking Lease Agreement, 2015
 - a. Parties
 - i. City & Borough of Juneau, Department of Lands & Resources, Lessor
 - ii. State of Alaska, Department of Administration, Lessee
 - b. Pertains to Lot 12 and 12A, Block 68, Tideland Addition to Juneau Townsite. Four spaces on site are reserved for Juneau Arts and Culture Center (JACC) use.



Map 2

3. Shared Use Agreements

While it is not clear whether any official shared use agreements exist for the study area, there is information indicating that major portions of the study area share parking. This is particularly true after business hours.

The following facts have been established through research and conversations with stakeholders:

- The entire Centennial Hall/JACC and State lots are public use after working hours.
- JACC and Centennial Hall share parking.
- Overflow parking is pushed to 450 Whittier; one proposed site for a New City Hall.
- For larger events, JAHG coordinates with the Coast Guard to facilitate overflow parking.
- Additional parking for JACC and Centennial Hall is behind the State Museum and the State parking garage on the other side of Willoughby after hours.

4. Estimated Total Parking Spaces

A site visit was conducted on the morning of March 29, 2022 to count parking spaces within the study area. The numbers that follow are the result of this site visit count. The numbers are broken out into parking spaces by owner and parking spaces by which entity uses them. Based on the conducted site visit, there are approximately 522 parking spaces on site. These numbers are the most accurate that staff has been able to calculate. There are certain factors that limit the ability of staff to conduct an exact count, including lack of parking space demarcation in larger lot areas. For these areas, staff made a best estimate based on GIS imagery and on-site assessment.

By owner in study area:

Table 2

Owner	# of Parking Spaces
<i>City & Borough of Juneau</i>	<i>331</i>
<i>Central Council of the Tlingit & Haida Indian Tribes of Alaska</i>	<i>188</i>
<i>Bullwinkles</i>	<i>3</i>
<i>General Teamsters Local 959</i>	<i>0</i>
<i>Twilight Café</i>	<i>0</i>
<i>State of Alaska</i>	<i>0</i>
TOTAL	522

By user in study area:

Table 3

Lessee	# of Parking Spaces
<i>JAHG</i>	13*
<i>Centennial Hall</i>	<i>61*</i>
<i>Zach Gordon Youth Center</i>	<i>18</i>
<i>State of Alaska</i>	<i>321</i>
<i>Bullwinkles</i>	<i>3</i>
<i>General Teamsters Local 959</i>	<i>0</i>
<i>Twilight Café</i>	<i>0</i>
<i>450 Whittier Street – Parking Lot</i>	<i>63</i>
<i>City Museum</i>	<i>2</i>
<i>Unassigned</i>	<i>5</i>
<i>Site Adjacent On-Street parking</i>	<i>36</i>
TOTAL	522

**Shared parking*

5. Demand vs. Availability

A proposed New City Hall at 450 Whittier would require 56 parking spaces under the new parking code*. A City Hall on this site would be able to add an approximately 38 spaces on site. Constructing the City Hall at this site would potentially eliminate up to 63 existing parking spaces. This would eliminate a total of 25 parking spaces and leave City Hall with a deficit of 18 spaces to meet the new proposed parking requirements of Title 49 (ORD 2022-04).

****Code not yet adopted***

a. CBJ Employee Parking Passes

Currently, there are 175 employee parking passes issued to CBJ employees downtown. 164 passes issued for the Marine Parking Garage and 11 for the Downtown Transit Center (DTC). Due to the proposed location, these numbers might change to favor the DTC for either proposed location.

It is important to note that currently, employees do not generally park at City Hall due to lack of available parking spaces. The addition of 38 spaces in the new structure will provide public parking for residents visiting City Hall, including ADA accessible spaces, which may allow some staff to park on site and reduce the number of parking spaces that CBJ staff use in downtown parking garages.

6. On-Street Parking

Based on a preliminary analysis, there are 36 on-street parking spaces bordering the study area, with 19 spaces on Willoughby Avenue and 17 spaces on Whittier Street. The on-street parking on Whittier and Willoughby Avenue is time limited to 1 hour.



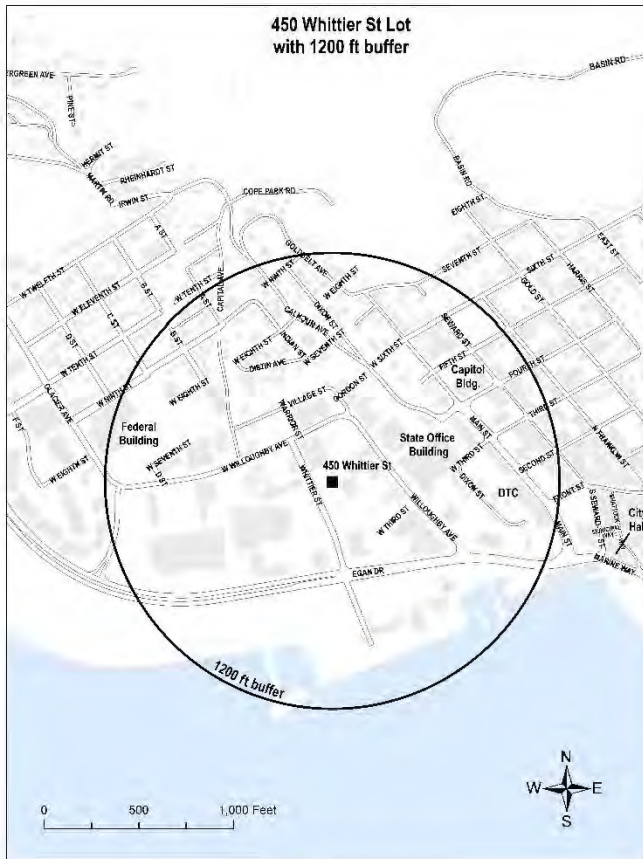
Map 3

7. Adjacency to Public Transportation

The proposed location has a Capital Transit bus stop immediately in front of the proposed site, and has two additional bus stops within 500 feet of the site. These stops serve Capital Transit routes 1, 3, 4, 5, 6, 7, 8, 9, 10, 12, 14, 15, and 16.

8. Study Radius

Staff determined the radii to study on-street and available parking at intervals of 1,200 and 1,500 feet.



Map 3



Map 4

After reviewing these distances, it was determined that completing a study for this entire area is not feasible at this time. This is largely based on time constraints and the large area for which an inventory must be conducted. This does not preclude a study being undertaken in future.

9. Discussions with Other Organizations

During the course of this study, CBJ reached out to Central Council of the Tlingit & Haida Indian Tribes of Alaska, State of Alaska, JAH, and CBJ departments to help paint a comprehensive picture of parking in this area.

CBJ Staff reached out to the Alaska Department of Transportation & Public Facilities and was told that a staff request for information, “will prompt internal discussions regarding our parking needs, and I will let you know when I have relevant information”

Analysis – 100 Main Street (Downtown Transit Center – DTC)



Map 5

10. Ownership Composition/Estimated Total Parking Spaces

The Downtown Transit Center lot is owned by Alaska Department of Transportation and Public Facilities (DOT&PF) and the facility is owned by the CBJ, and is comprised of 233 parking spaces on four floors with one surface lot. This was verified through a site visit on March 31, 2022. The parking spaces are distributed as follows:

Table 4

Floor	# of spaces	Reserved spaces
Surface parking	27	Multiple spaces for JPD
First floor	32	1 EV space, 1 Public Works space
Second floor	53	N/A
Third floor	60	Entire floor reserved for the legislature
Fourth floor	61	N/A

11. Leases

There are no known parking leases for this garage.

12. Shared Use Agreements

It is uncertain whether there are shared use parking agreements, official or unofficial, for this parking garage. However, there are spaces that are reserved within the structure for different entities. These are outlined in Table 4.

13. Demand vs. Availability

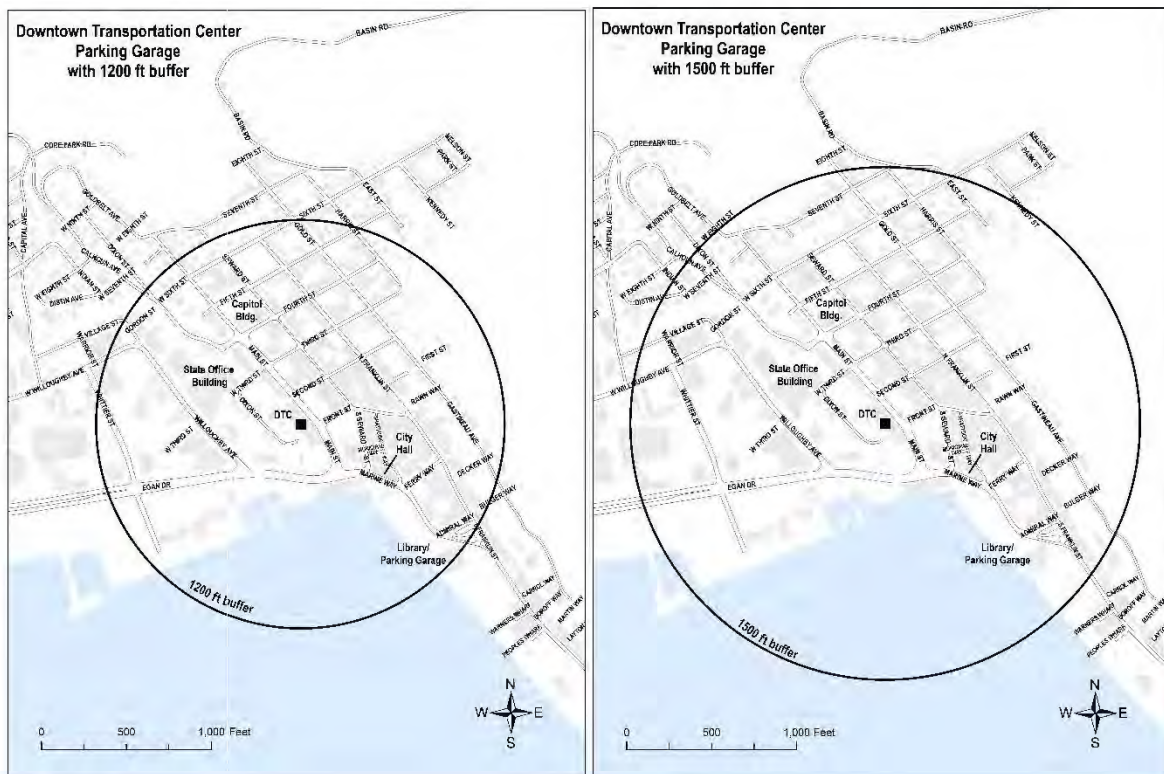
A proposed New City Hall at the Downtown Transit Center would require 56 parking spaces under the new parking code*. Constructing the City Hall at this site could potentially add one additional story of parking, or 60 additional spaces. It is unknown how much parking could be lost due to installation of new infrastructure to service the added structure height. However, if additional parking is added, this would cover all of the parking required and potentially provide a net increase of four spaces.

***Code not yet adopted**

14. On-Street Parking

There is no on-street parking on Egan Drive or Main Street adjacent to this proposed City Hall site.

15. Study Radius



Map 6

Map 7

After reviewing these distances it was determined that completing a study for this entire area is not feasible at this time. This is largely based on time constraints and the large area for which an inventory must be conducted. This does not preclude a study being undertaken in future.

16. Adjacency to Public Transportation

The proposed location is above the Downtown Transit Center which is an intersecting point for multiple Capital Transit bus lines 1, 3, 4, 7, 8, 9, 10, 12, 14, 15, and 16.

CBJ Employee Parking Passes

Currently, there are 175 employee parking passes issued to CBJ employee’s downtown. 164 passes issued for the Marine Parking Garage and 11 for the Downtown Transit Center (DTC). Due to the proposed location, these numbers might change to favor the DTC for either proposed location.

It is important to note that currently, employees do not generally park at City Hall due to lack of available parking spaces. The addition of 38 spaces in the new structure will provide public parking for residents visiting City Hall, including ADA accessible spaces, which may allow some staff to park on-site and reduce the number of parking spaces that CBJ-staff use in downtown parking garages.

Conclusions

The current parking on site for 450 Whittier Street can accommodate 522 individual personal vehicles. The State of Alaska leases approximately 166 of those parking spaces from the CBJ; around 50% of CBJ-owned parking in the area. CBJ staff currently park in the Marine Parking Garage or the Downtown Transit Center Garage, and account for 175 total parking passes. The breakout of these numbers by location is available in the previous section.

This number would change depending on whether parking is provided on site to around 54% of all CBJ-owned parking on site.

# of Parking Spaces on site with added parking	# of Parking Spaces without added parking
497	459

It should also be acknowledged again that the numbers in this report are the best estimates that City staff could develop based on the information available. A comprehensive parking strategy for this area could provide a benefit to all uses on this site and eliminate the ambiguity associated with parking.

Based on this information, the following are possible recommendations for this project area.

Possible recommendations:

1. Providing underground parking on the New City Hall site.
2. Planning for active transportation infrastructure (covered bike parking/lockers).
3. Bolstering carpooling and other commuter programs.
4. Drafting joint-use parking agreements to create a more transparent picture of parking will help with day to day management of parking in the area.
5. Work with the State to reassess their parking needs.

List of Attachments

Attachment A – Proposed City Hall Data

Attachment B – Communications

Attachment C – Lease Documents

Attachment D – Maps

Attachment E – Parking Plans

Attachment F – Additional Information

PARKING ASSESSMENT FOR NEW CITY HALL
as prepared by Community Development Department
March 2022

Clerk's Note: Due to technical difficulties, we could not include Attachments A – F in the online packet. Please contact the Municipal Clerk's office at 907-586-5278 if you would like to request paper copies of the attachments.

Large Buildings Leased by State of Alaska in Juneau

State Tenants	Common Property Name & Address	Lessor Name	SqFt Leased by State	SqFt of building	Other known Bdlg Tenants	Expiration Date	Note
DEC/DOA records	DEC Office Building. 410 Willoughby Ave.	Central Council Tlingit Haida Indian Tribes of AK	27270	56887	Central Council plans to occupy	2/28/2029 (with 5 tow year options to extend)	State not planning on moving and anticipates exercising options; will consolidate floors but no reduced space needs; 1st floor and 2/3 of 3rd floor vacant.
Labor	Labor Building. 1111 West 8th Street	Juneau I, LLC	49977	72100	None	7/31/2022 (with 3 two year options to extend)	State intends on remaining in lease.
Nat Res	DNR Building. 400 Willoughby Building	Central Council Tlingit Haida Indian Tribes of AK	14628	30882; 7216	Dentist; Central Council plans to occupy	8/31/2024 (with 5 one year extensions)	Lease expires in 2024. State anticipates exercising options to extend here (5-1 year).
H&SS	Goldstein Building; 130 Seward Street	Goldstein Improvement Company	4390; 1032	47600	Retail & office space	10/31/2022 (with 5 one year extensions)	State tenant is the Southeast Office of Childcare Licensing.
E&ED; Admin; Revenue	Michael J. Burns Building; 801 West Tenth Street	801 West 10th, Inc.	23119	69738	McKinley Group	6/30/2022 (with 0 extensions)	Multiple leases. Lease expires this year; not enough space; state interested in renegotiating with landlord; CBJ already approached owner about selling and not interested.
F&G	Capital Office Park Building - F&G Headquarters; 1255 West Eighth Street	Capital Office Park, J.V.	38759.6	41650	None	6/30/2022 (with 0 extensions)	State is in current negotiations for a 10 year lease extension; Owner has approached CBJ about selling (\$16M + construction of chambers and some office space + remodel = 34.25M)

* excerpt from statewide lease list: <https://dot.alaska.gov/dfs/leasing/> with additions

450 Whittier

SRS/Northwind 3/9/2022

Pros

- Development of this site to serve a Civic/Government purpose is consistent with the Aak'w Kwáan Village District, (Formally Willoughby District Use Plan) developed by CBJ Lands and approved by the Assembly in 2012. Development of a City government building at this location takes a strong step in realizing the Civic Center vision that has been advanced for this part of town since the 1960's.
- Of the two downtown sites, this one has good vehicular access on recently upgraded streets, potentially mitigating further vehicle congestion of the historic downtown core.
- Creates a collective civic synergy amongst other public institutions- State Museum, State Office Building, Centennial Hall Civic Center (fosters a strong sense of place), and with other strong community nonprofits such as Tlingit Haida. Any further program and project development should consider space and event parking sharing with adjacent public facilities.
- Successful City Halls have traditionally accessible civic plazas in front- the civic plaza symbolically extends a welcoming gesture that city government is accessible and shaped by the citizens of Juneau. "The peoples forum" (the future Civic Center will provide civic open space).
- This location has great visibility from Egan Drive (CH becomes a civic marker and anchor).
- Building site dimensions more conducive for a successful internal City Hall floor plan layout.
- Great public access- internal essential services (CH programs) are on the ground floor, with a "street presence" that will present as more accessible to the public.
- Great public access – is also important for public access to city government, both in symbolic perception and real. "The peoples forum".
- Great CH internal views- down the Gastineau Channel- West Juneau- Mt Jumbo – Mt Juneau.
- A flat accessible site- has adequate construction lay down space - Less expensive to build.
- More parking immediate opportunities (though this should be vetted with an updated District parking usage study).
- Construction activities at this site can occur with virtually no impact to the CBJ and Downtown during the construction process (in terms of CBJ operations, tourism, vehicular and pedestrian access). This may be of particular importance during years of post-pandemic recovery.
- A purpose build building will have a clear Civic identity, without baggage of an existing use.

Cons

- Not in "Downtown"- but one could argue DT is expanding beyond Telephone Hill given new construction in the Willoughby District.
- The pedestrian connection between the historic downtown (where most of the shops and restaurants are) needs improvement to facilitate easy use; perhaps protected pedestrian paths – better lighting, sidewalk canopies, protections from vehicular traffic, landscaping, snow removal/mitigation. Development of the "Overstreet Underpass" through Telephone Hill? Or something like a public transit Downtown Circulator? These amenities should have a life of their own as projects, as they are all relevant to other development in the district, including the existing State Museum, the emerging Tlingit Haida Tribal Government expansion on adjacent land and the planned CBJ Civic Center expansion. And of course, businesses and other development opportunities in both districts.

DTC

Pros

- Great visibility and position in downtown.
- Great views down Gastineau Channel- Mountains
- Lends a strong identity to Downtown
- Narrow floor plan good for internal day lighting of spaces – but will make long & narrow internal corridors.
- The office building above the top parking deck will mitigate the need for any snow removal. Further, this covering may afford a measure of weather protection that may increase the life span of the parking structure.
- Larger roof plan with good solar exposure lends itself to showcasing a renewable energy in the future.
- Building on an existing developed, thereby leaving alternate sites for other development purposes.

Cons

- City Hall located on top of a parking garage is an awkward blend of building types - challenging to make aesthetically pleasing and not a positive precedent for future building. Potentially awkward aesthetically but also functionally.
- While effectively increasing the business-use real-estate footprint in Downtown Juneau, the proposed plan does not increase downtown parking capacity. This may be troublesome for downtown businesses and access for state government users.
- If an office building is put on top of the parking garage, there is no further future opportunity for expanding that parking garage to increase parking capacity.
- A garage plan footprint- functions well for garage parking & circulation, but not so well for a successful internal city hall layout
- The current long and narrow footprint makes it challenging to economically reduce program area should further development of the program reduce the overall program scope. This has to do with how far the two existing stair towers are spaced apart.
- City Hall essential public services located on building levels 5&6 - not readily accessible to the public.
- An elevated City Hall could lead to the potential public perception that City Government is in an Ivory tower.
- Existing parking garage lateral structural system does not conform to current seismic codes when adding additional building stories. Improvements mitigate savings in not building a new foundation.
- Site Constraints and proportions – limited construction laydown or staging area, tall building requiring larger lifting equipment from multiple points on the site. This increases cost and time for construction.
- Portions of the existing parking structure and adjacent transit center site will need to be shut down to public use during construction, thereby impacting downtown community operations.
- Building envelope has 6 large, protected insulated surfaces compared to 5. More expensive build.
- City Hall MEP services will need conditioned chases which will run through the parking garage.
- No opportunity for a Civic Plaza which is traditionally part of the making of a successful city hall.
- Parking below currently dedicated to other city and state functions.

Presented by: The Manager
Presented: 02/07/2022
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2022-04

An Ordinance Amending the Parking Requirements of the Land Use Code.

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 Section. CBJ 49.40 Parking and Traffic, Article II Parking and Loading, is repealed and reenacted to read:

ARTICLE II: PARKING AND LOADING

49.40.200 General applicability.

Developers must provide off-street parking spaces for automobiles in accordance with the requirements set forth in this chapter at the time any structure is erected, expanded, or when there is a change in the principal use.

(a) Special Parking Areas.

- (1) *Town Center Parking Area.* The Town Center Parking Area, as depicted in Ordinance 2022-04 is adopted. The Town Center Parking Area consists of the lots within the area bound by West Tenth Street, Egan Drive, West Twelfth Street, D Street, West Ninth Street, C Street and its projection, West Eight Street and its

projection, the rear lot lines of property between 370 through Distin Avenue, Sixth Street and its projection, Harris Street, projection of Third Street, projection of East Street, projection of Second Street, projection of Harris Street, the rear lot lines of property between 143 and 400 Gastineau Avenue, the rear lot lines of property between 511 and 889 South Franklin Street, and Gastineau Channel.

(2) *No Parking Required Area.* The No Parking Required Area, as depicted in Ordinance 2022-04 is adopted. The lots within the area bound by Gastineau Avenue, Second Street, Seward Street, Egan Drive, Ferry Way, South Franklin Street, and Layton Way are excluded from the parking requirements of this chapter. No additional parking is required for development in this area.

(b) *Conforming parking.* The requirements, alternatives and reductions of this chapter can be combined to meet parking requirements of a development.

(c) *Developer responsibility.* Developer must submit documentation to demonstrate that applicable parking code requirements have been met, in conformance with this chapter.

(d) *Owner/occupant responsibility.* The provision and maintenance of off-street parking and loading spaces required in this chapter is a continuing obligation and joint responsibility of the owner and occupants.

(e) *Determination.* The determination of whether the parking requirements of this chapter are satisfied, with or without conditions, and deemed necessary for consistency with this title, must be made by:

- (1) The director for minor development;
- (2) The commission for major development; or

(3) The commission if the development application relates to a series of applications for minor developments that, taken together, constitute major development, as determined by the director.

(f) *Expansion.* In cases of expansion of a structure on or after the effective date of Ordinance 2022-04,

(1) The number of additional off-street parking spaces required must be based on the gross floor area added.

(2) No additional parking spaces are required if the additional spaces would amount to less than ten percent of the total required for the development and amount to two or less spaces.

(3) For phased expansion, the required off-street parking spaces is the amount required for the completed development, as determined by the director.

(g) *Change in use.* In cases of a change in use on or after the effective date of Ordinance 2022-04, the number of spaces required will be based on this chapter.

(h) *Replacement and reconstruction of certain nonconforming structures.* Off-street parking requirements for the replacement and reconstruction of certain nonconforming structures in residential districts must be governed by chapter 49.30.

(i) *Mixed occupancy.* Mixed occupancy is when two or more of the parking uses in 49.40.210 share the same lot(s). For mixed occupancy, the total requirement for off-street parking facilities is the sum of the requirements for the uses computed separately.

(j) *Uses not specified.* The requirements for off-street parking in 49.20.320 are based on the requirements for the most comparable use specified, as determined by the director for minor development or by the commission for major development.

(k) *Location.* Off-street parking facilities must be located as provided in this chapter. If a distance is specified, such distance is the walking distance measured from the building being served to the parking provision. Off-street parking facilities for:

- (1) Single-family dwellings and duplexes must be on the same lot as the building served;
- (2) Multifamily dwellings may not be more than 100 feet distant, unless compliant with section 49.40.215; and
- (3) Uses other than those specified above, may be not more than 500 feet distant, unless compliant with section 49.40.215.

(l) *Off-street parking requirements for a lot accessible by air or water only.* Off-street parking requirements do not apply to a lot if it is accessible only by air or water. If the director determines that public access by automobile to the lot later becomes available, the owner of the property must be given notice and within one year must provide the required off-street parking.

49.40.210 Number of off-street parking spaces required.

(a) *General.* The minimum number of off-street parking spaces required must be as set forth in the following table. The number of spaces must be calculated and rounded down to the nearest whole number:

Use	Spaces Required in All Other Areas	Spaces Required in Town Center Parking Area
Single-family and duplex	2 per each dwelling unit	1 per each dwelling unit
Multifamily units	1 per one bedroom unit	0.4 per one bedroom unit
	1.5 per two bedroom unit	0.6 per two bedroom unit
	2.0 per three or more bedroom unit	0.8 per three or more bedroom unit
Roominghouse, boardinghouse, single-room occupancies with	1 per 2 bedrooms	1 per 5 bedrooms

Use	Spaces Required in All Other Areas	Spaces Required in Town Center Parking Area
shared facilities, bed and breakfast, halfway house, and group home		
Single-room occupancies with private facilities	1 per each single-room occupancy plus 1 additional per each increment of four single-room occupancies with private facilities	1 per 5 single-room occupancies, plus 1 per each increment of ten single-room occupancies with private facilities.
Accessory apartment	1 per each unit	0 per each unit
Motel	1 per each unit in the motel	1 per each 12 units in the motel
Hotel	1 per each four units	1 per each 12 units
Hospital and nursing home	2 per bed OR one per 400 square feet of gross floor area	2 per bed OR one per 400 square feet of gross floor area
Senior housing	0.6 parking spaces per dwelling unit	0.3 spaces per dwelling unit
Assisted living facility	0.4 parking spaces per maximum number of residents	0.4 parking spaces per maximum number of residents
Sobering center	1 parking space per 12 beds	2 parking spaces
Theater	1 for each four seats	1 for each 10 seats
Church, auditorium, and similar enclosed places of assembly	1 for each four seats in the auditorium	1 for each 10 seats in the auditorium
Bowling alley	3 per alley	1.2 per alley
Bank, office, retail commercial, salon and spa	1 per 300 square feet of gross floor area	1 per 750 square feet of gross floor area
Medical or dental clinic	1 per 200 square feet of gross floor area	1 per 400 square feet of gross floor area
Funeral Home	1 per six seats based on maximum seating capacity in main auditorium	1 per 15 seats based on maximum seating capacity in main auditorium
Warehouse, storage, and wholesale businesses	1 per 1,000 square feet of gross floor area	1 per 2,500 square feet of gross floor area
Restaurant and alcoholic beverage dispensary	1 per 200 square feet of gross floor area	1 per 750 square feet of gross floor area
Swimming pool serving general public	1 per four persons based on pool capacity	1 per 10 persons based on pool capacity
Shopping center and mall	1 per 300 square feet of gross leasable floor area	1 per 750 square feet of gross floor area
Convenience store	49.65 Article V	1 per 750 square feet of gross floor area
Watercraft moorage	1 per three moorage stalls	2 per 15 moorage stalls
Manufacturing uses; research, testing and processing, assembling, industry	1 per 1,000 square feet gross floor area except that office space must provide parking as required for offices	1 per 2,500 square feet gross floor area except that office space must provide parking as provided for offices.
Library and museum	1 per 600 square feet gross floor area	1 per 1,500 square feet of gross floor area

Use	Spaces Required in All Other Areas	Spaces Required in Town Center Parking Area
School, elementary	2 per classroom	2 per classroom
Middle school or junior high	1.5 per classroom	1.5 per classroom
High school	A minimum of 15 spaces per school; where auditorium or general assembly area is available, one per four seats; one additional space per classroom	A minimum of 15 spaces per school; where auditorium or general assembly area is available, one per four seats; one additional space per classroom
College, main campus	1 per 500 square feet of gross floor area of an enclosed area, or, where auditorium or general assembly area is available, one per four seats, whichever is greater	1 per 500 square feet of gross floor area of an enclosed area, or, where auditorium or general assembly area is available, one per four seats, whichever is greater
College, satellite facilities	1 per 300 square feet of gross floor area of an enclosed area, or, where auditorium or general assembly area is available, one per four seats, whichever is greater	1 per 300 square feet of gross floor area of an enclosed area, or, where auditorium or general assembly area is available, one per four seats, whichever is greater
Repair/service station	5 spaces per bay. For facilities with two or more bays, up to 60% of the required non-accessible parking spaces may be in a stacked parking configuration.	3 spaces per bay. All but two of the required non-accessible parking spaces may be in a stacked configuration.
Post office	1 per 200 square feet gross floor area	1 per 500 square feet of floor area.
Childcare Home	49.65 Article X, cannot be varied or FIL	49.65 Article X, cannot be varied or FIL
Childcare Center	49.65 Article X, cannot be varied or FIL	49.65 Article X, cannot be varied or FIL
Indoor sports facilities, gyms	1 per 300 square feet gross floor area	1 per 750 square feet gross floor area
Mobile Food Vendors	No parking requirement	No parking requirement.
Open air food service (TPU 8.3)	1 per 400 square feet of gross floor area.	Zero

(b) *Accessible parking spaces.* Accessible parking spaces must be provided as part of the required off-street parking spaces, according to the following table (Table 49.40.210(b)). Except, Accessible parking spaces are not required for residential uses that require fewer than ten parking spaces and there are no visitor parking spaces.

Table 49.40.210(b)	
Total Parking Spaces in Lot	Required Minimum Number of Accessible Parking Spaces
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1,000	2 percent of total spaces
1,001 and over	20 plus 1 space for each 100 spaces over 1100 total spaces in lot

(c) *Facility loading spaces.* In addition to the required off-street parking requirements, a development must provide loading spaces as set forth in the following table:

Use	Gross Floor Area in Square Feet		Loading Space Required
	All other areas	Town Center Parking District	
Motels and hotels	5,000—29,999	6,000-60,000	1
	30,000—60,000		2
	Each additional 30,000	Each additional 30,000	1

	Gross Floor Area in Square Feet		
Use	All other areas	Town Center Parking District	Loading Space Required
Commercial	5,000—24,999	6,000-50,000	1
	25,000—50,000		2
	Each additional 30,000	Each additional 30,000	1
Industrial, manufacturing, warehousing, storage, and processing	5,000—24,999	6,000-50,000	1
	25,000—50,000		2
	Each additional 30,000	Each additional 30,000	1
Hospital	5,000—40,000	6,000-40,000	1
	Each additional 40,000	Each additional 40,000	1
School	For every two school buses		1
Home for the aged, convalescent home, correctional institution	More than 25 beds		1

49.40.215 Parking alternatives.

Parking alternatives are methods of accommodating required parking without building parking on site. A developer may apply for one or more parking alternatives. Parking alternatives may be combined with approved reductions.

(a) *Joint use.* Joint use occurs when the same off-street parking space is used to meet the parking requirement of different uses at different times. Joint use of off-street parking spaces may be authorized when the developer demonstrates there is no substantial conflict in the principal operating hours of the structures and uses involved and subject to the following requirements:

- (1) Any structure or use sharing the off-street parking facilities of another structure or use must be located within 500 feet of such parking facilities, unless a lesser radius is identified in this chapter. A developer may apply to provide off-street parking in an area greater than 500 feet distant, if approved by the commission.
- (2) The developer demonstrates with appropriate analysis or data that there is no substantial conflict in the principal operating hours of the structures or users for which joint use of off-street parking facilities is proposed.

The developer must present to the director a written instrument, proposed by the parties concerned, providing for joint use of off-street parking facilities. Upon approval by the director, such instrument must be recorded by the developer and documentation of recording provided to the director.

(b) *Loading spaces off-site.* The required loading space(s) may be met by an alternative private off-site loading parking space, if the alternate space is determined by the director of adequate capacity and proximity. In no case will the distance exceed standards established in 49.40.200(k).

49.40.220 Parking reductions.

A parking reduction reduces the required off-street parking spaces for a development. A developer may apply for one or more parking reductions. Accessible parking spaces must not be

reduced and must be provided in accordance with subsection 49.40.210(b). Loading spaces must not be reduced and must be provided in accordance with subsection 49.40.210(c).

(a) *Parking waivers.* The required number of parking spaces required by this chapter may be reduced if the requirements of this section are met.

(1) *Standards.* Any waiver granted under this section must be in writing and must include the following required findings and any conditions, such as public amenities, imposed by the director or commission that are consistent with the purpose of this title:

- (A) The effect of granting a waiver would result in more benefits than detriments to the neighboring area and community as a whole as identified by the comprehensive plan; and
- (B) The effect of granting a waiver will not materially endanger public health, safety, or welfare.

(2) *Relevant information.* The following information may be relevant for the director or commission's review:

- (A) Analysis or data relevant to the intended use and related parking demands.
- (B) Provision for alternative transportation.
- (C) Traffic mitigation measures supported by industry standards.
- (D) Bicycle and pedestrian amenities.

(3) *Applications.* Applications for parking waivers must be on a form specified by the director and must be accompanied by a one-time fee as provided in 49.85.

(4) *Public notice.* The director must mail notice of any complete parking waiver application to the owners of record of property located within a 250-foot radius of

the site seeking the waiver. If the parking waiver application is filed in conjunction with a major development permit, notice of both applications should be made concurrently in accordance with CBJ 49.15.230.

(5) *Expiration.* An approved parking waiver expires upon a change in use.

(b) *Town Center Parking Area, Fee-In-Lieu of off-street parking spaces.* In the Town Center Parking Area, a developer may pay a one-time fee in lieu of providing off-street parking spaces to satisfy the minimum parking requirements of this chapter. Fee in lieu can be used in any combination with other parking provisions of this chapter. Any fee in lieu due must be paid in full prior to the issuance of a temporary certificate of occupancy.

49.40.225 Dimensions and signage for Required Off-Street Parking Spaces.

(a) *Standard spaces.*

(1) Except as provided in this section, each standard parking space must consist of a generally rectangular area at least 8½ feet by 17 feet. Lines demarcating parking spaces may be drawn at any angle to curbs or aisles so long as the parking spaces so created contain within them the rectangular area required by this section.

(2) Spaces parallel to the curb must be no less than 22 feet by 6½ feet.

(b) *Accessible spaces.*

(1) Each accessible parking space must consist of a generally rectangular area at least 13 feet by 17 feet, including an access aisle of at least 5 feet by 17 feet. Two accessible parking spaces may share a common access aisle.

(2) One in every eight accessible parking spaces, but not less than one, must be served by an access aisle with a width of at least eight feet and must be designated “van-accessible.”

(3) Accessible parking spaces must be designated as reserved by a sign showing the symbol of accessibility. "Van-accessible" parking spaces must have an additional sign designating the parking space as "van-accessible" mounted below the symbol of accessibility. A sign must be located so it cannot be obscured by a vehicle parked in the space.

(4) Access aisles for accessible parking spaces must be located on the shortest accessible route of travel from parking area to an accessible entrance.

(c) *Facility loading spaces.*

(1) Each off-street loading space must be not less than 30 feet by 12 feet, must have an unobstructed height of 14 feet 6 inches, and must be permanently available for loading.

49.40.230 Parking area and site circulation review procedures.

(a) *Purpose.* The purpose of these review procedures is to ensure that proposed parking and related site access areas provide for adequate vehicular and pedestrian access and circulation; that parking spaces are usable, safe, and conveniently arranged; that sufficient consideration has been given to off-street loading and unloading; and that the parking area will be properly drained, lighted, and landscaped.

(b) *Plan submittal.* Development applications must include plans for parking and loading spaces. Major development applications must include plans prepared by a professional engineer or architect. These plans may be part of a plan submission prepared in conjunction with the required review of another aspect of the proposed development.

(1) *Contents.* The plans must contain the following information:

- (A) Parking and loading space plans drawn to scale and adequate to show clearly the circulation pattern and parking area function;
- (B) Existing and proposed parking and loading spaces with dimensions, traffic patterns, access aisles, and curb radii;
- (C) Improvements including roads, curbs, bumpers and sidewalks indicated with cross sections, designs, details, and dimensions;
- (D) A parking schedule indicating the number of parking spaces required, the number provided, and how such calculations were determined;
- (E) Topography showing existing and proposed contour intervals; and
- (F) Landscaping, lighting and sign details, if not provided in conjunction with the required review of another aspect of the proposed development.

(2) *Waiver of information.* The director may waive submission of any required exhibits.

(c) *Review procedure.* Plans must be reviewed and approved according to the procedures of this chapter and chapter 49.15.

(d) *Public improvements required.* As a condition of plan approval, the department may require a bond approved as to form by the municipal attorney for the purpose of ensuring the installation of off-site public improvements. As a condition of plan approval, the applicant is required to pay the cost of providing reasonable and necessary public improvements located outside the property limits of the development but necessitated by construction or improvements within such development.

49.40.230 Parking and circulation standards.

(a) *Purpose.* Provisions for pedestrian and vehicular traffic movement within and adjacent to the site must address layout of parking areas, off-street loading and unloading needs, and the

movement of people, goods, and vehicles from access roads, within the site, and between buildings and vehicles. Parking areas must be landscaped and must feature safely-arranged parking spaces.

(b) *Off-street parking and loading spaces; design standards.*

- (1) Access. There must be adequate ingress and egress from parking spaces. The required width of access drives for driveways must be determined as part of plan review depending on use, topography and similar considerations.
- (2) Size of aisles. The width of aisles providing direct access to individual parking stalls must be in accordance with the following table. Other angles may be approved by the director that satisfy the needs of this chapter.

Parking Angle	0°	30°	45°	60°	90°
One-way traffic aisle width	13'	11'	13'	18'	24'
Two-way traffic aisle width	19'	20'	21'	23'	24'

- (3) Location in different zones. No access drive, driveway or other means of ingress or egress may be located in any residential zone if it provides access to uses other than those permitted in such residential zone.
- (4) Sidewalks and curbing. Sidewalks must be provided with a minimum width of four feet of passable area and must be raised six inches or more above the parking area except when crossing streets or driveways. Guardrails and wheel stops permanently anchored to the ground must be provided in appropriate locations. Parked vehicles

must not overhang or extend over sidewalk areas, unless an additional sidewalk width of two feet is provided to accommodate such overhang.

(5) Stacked parking. Stacked parking spaces may only be counted as required parking spaces for single-family residences, duplexes, and as otherwise specified for specific uses. In the case of single-family residences and duplexes with or without accessory uses and child care homes in a residential district, only a single parking space per dwelling unit may be a stacked parking space.

(6) Back-out parking. Parking space aisles must provide adequate space for turning and maneuvering on-site to prevent back-out parking onto a right-of-way. If the director or the commission, when the commission has authority, determines back-out parking would not unreasonably interfere with the public health and safety of the parking space aisles and adjacent right-of-way traffic, back-out parking is allowed in the following circumstance:

- (A) In the case of single-family dwellings and duplexes with or without accessory uses located in residential and rural reserve zoning districts;
- (B) Where the right-of-way is an alley; or
- (C) In the case of a child care home in a residential district.

(c) *Drainage.*

(1) Parking areas must be suitably drained.

(2) Off-site drainage facilities and structures requiring expansion, modification, or reconstruction in part or in whole as the result of the proposed development must be subject to off-site improvement requirements and standards as established by the city.

(d) *Lighting.* Parking areas must be suitably lighted. Lighting fixtures must be “full cutoff” styles that direct light only onto the subject parcel.

(e) *Markings and access.* Parking stalls, driveways, aisles and emergency access areas and routes must be clearly marked.

(f) *General circulation and parking design.*

(1) Parking space allocations must be oriented to specific buildings. Parking areas must be linked by walkways to the buildings they serve.

(2) Where pedestrians must cross service roads or access roads to reach parking areas, crosswalks must be clearly designated by pavement markings or signs. Crosswalk surfaces must be raised slightly to designate them to drivers, unless drainage problems would result.

Section 3. Amendment of Section. CBJ 49.65.530 Standards, is amended to read:

49.65.530 Standards.

(a) Stores may be approved in each of the areas shown on the convenience store use area maps A—B.

(b) Video rentals, a laundromat, and an automatic teller machine may be permitted as accessory uses. Automobile fuel sales may be permitted as an accessory use in locations with adequate space for queuing. The retail area for liquor sales may occupy no more than 50 percent of the gross floor area. Automotive service and exterior merchandising shall not be permitted. Drive-up window service may be permitted only if vehicle queues will not extend into adjacent streets.

(c) Except as authorized by the bonus provisions of this article, gross floor area shall be limited to 3,000 square feet.

(d) Vehicle access must be directly from an arterial or collector, and not from a local street.

(e) Height shall be limited to one story except that a second story may be allowed for residential use and for accessory office and storage uses, provided that any storage use must relate directly to the primary permitted use.

(f) The site perimeter and parking area shall be landscaped and screened with live material installed within ten months of the date of final construction permit approval or issuance of a certificate of occupancy, whichever is the later. The commission may authorize a bond or other security or collateral required pursuant to CBJ 49.15.330(g)(5) a provision specifying that the bond shall be forfeited if landscaping is not complete by the time required or if any plants dying within one year of installation are not replaced. Development abutting a lot zoned for residential use shall include landscaped strips or landscape boxes at least five feet wide unless the applicant demonstrates that a narrower landscape strip meets the intent of this section. The strips shall be covered with ground cover and shall be maintained throughout the year such that:

- (1) On a property line shared with the residential lot the strip shall include a continuous shrub screen, fence, or both, six feet high and 95% opaque. The screen shall include one tree at least six feet high at installation per 30 lineal feet;
- (2) On a property line adjacent to a street the strip shall include a continuous low shrub screen on a berm or other raised facility which is at least five feet wide, landscaped at a slope not greater than the natural angle of repose, and consistent with sight distance requirements for vehicle egress. The strip width may be reduced

to not less than 18 inches to accommodate planter boxes and sight obscuring fences.

The screen shall include one tree per 30 lineal feet;

- (3) On all other property lines except those along driveways the strip shall include a continuous low shrub screen with one tree per 30 lineal feet at least six feet high at installation.

- (g) Outside of the Town Center Parking Area, the minimum off-street parking requirement shall be one space per 250 square feet of gross floor area.

- (h) Exterior bear-resistant public litter cans shall be provided.

- (i) The exterior building appearance, including siding, roofline, windows, paint colors, and building massing shall be compatible on all sides with surrounding uses.

- (j) Exterior lighting may not shed light or glare above the roofline of the building or beyond the property line of the site.

- (k) The building shall be set back from any property line shared with a residentially zoned parcel by a distance of 20 feet or the distance required by the underlying zoning district, whichever is greater.

- (l) No more than 80 percent of the lot shall be covered by an impervious surface.

- (m) The layout of the store shall provide for views from the cash register of bicycle racks, telephones, seating areas, and other exterior public amenities.

- (n) The parking lot shall be paved and striped with spaces and a circulation pattern.

- (o) Headlight glare shall not be permitted onto residentially-zoned lots adjacent to the site.

- (p) Liquor sales shall not be permitted from drive-in window(s).

Section 4. Amendment of Section. CBJ 49.80.120 Definitions, is amended to include the following new definitions in alphabetical order, to read:

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:

...

Mobile food vendor means a type of food service that is located in a vehicle, trailer or cart, and is capable of moving easily daily. Unless a push cart, these units must be capable of being licensed by the state as a motor vehicle, and can be moved without special conditions (such as a pilot car, flagging, or restricted hours of movement). Mobile units must completely retain their mobility at all times.

...

Open air food service means a food service located in a structure or area that does not have a permanent means of heat. (Note that woodstoves are not considered a permanent means of heat by the building code official). The director can extend the operation period for cause, such as extended tourist season, community event, or emergency provisions.

...

Walking distance is the distance measured by the shortest route, using pedestrian facilities, from the public entrance of the building in which a use occurs to the outer boundaries of another use.

...

Section 5. Amendment of Section. Section 49.85.100 is amended to read:

49.85.100 Generally.

Processing fees are established for each development, platting and other land use action in accordance with the following schedule. If a public notice sign is required by the director, the fee is \$150 for the first sign, and \$25 for each additional sign. One hundred dollars of the sign fee can be refunded if the sign is returned within two (2) weeks of the decision being issued.

...

(21) Parking waiver, \$400. If the application is filed in conjunction with a major development permit the fee shall be reduced by 20 percent.

(22) Fee in lieu, \$10,000 per off-street parking space required.

Section 6. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this _____ day of _____, 2022.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Presented: 02/07/2022
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2022-11

**An Ordinance Amending the Street Vending Requirements of Title 62
Regarding Parking.**

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 Section. CBJC 62.10.050 Street vending; permit required, is amended at subsection (e), to read:

62.10.050 Street vending; permit required.

...

(e) Vending carts and vending vehicles may not be located in any on-street vehicle parking space in the No Parking Requirement Area (NPRA) ~~PD-2-zoning~~ parking district. Carts and vehicles with a valid permit may park in a single space within the Town Center Parking Area ~~PD-1-zoning~~ parking district or outside the NPRA ~~PD-2-zoning~~ parking district. The manager may place additional parking and location restrictions on a permit if the manager determines that the size, location, and operation of the cart or vehicle will create a safety hazard. Overnight parking is prohibited.

...

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25

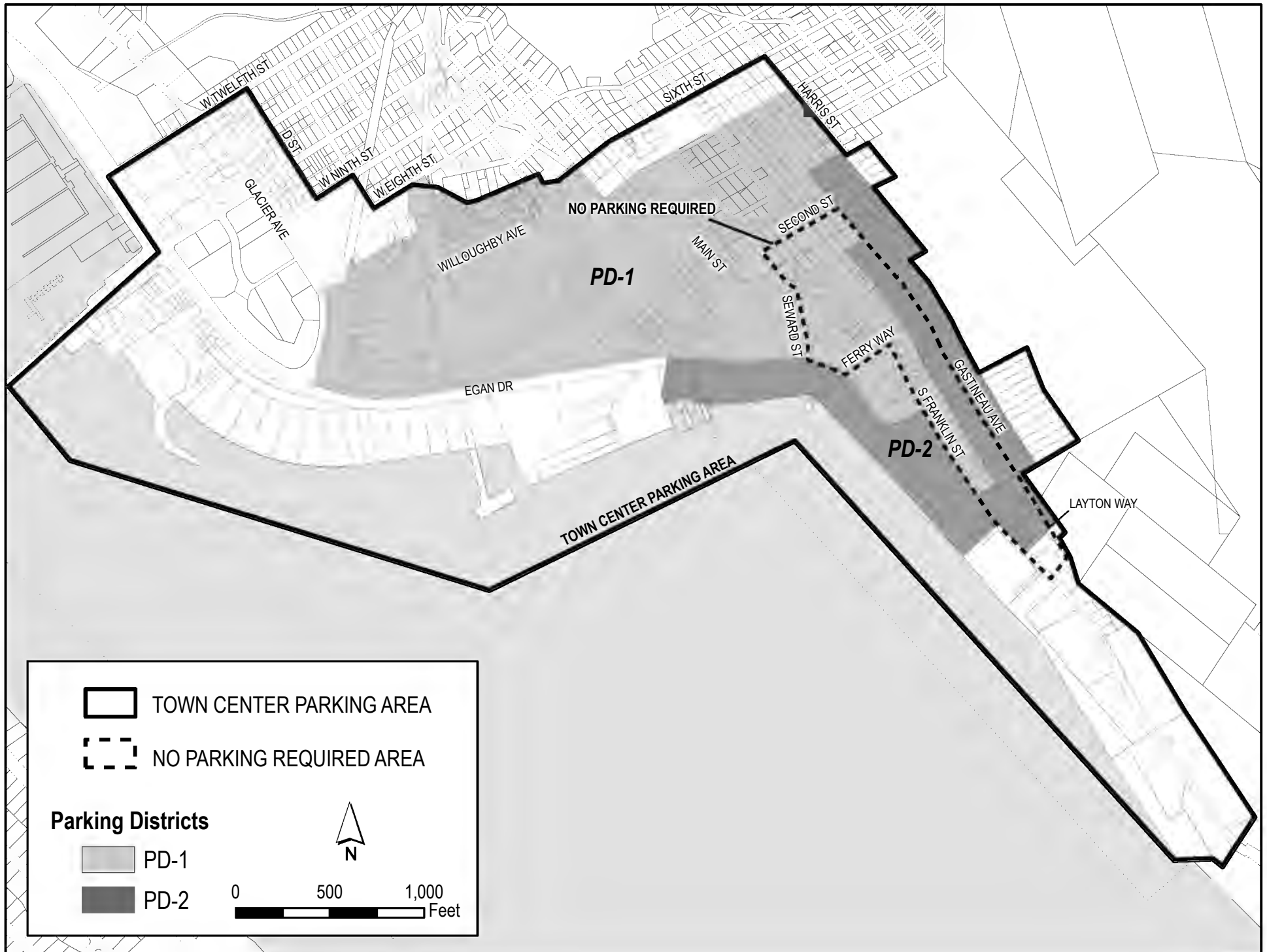
Section 3. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this _____ day of _____, 2022.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk



MEMORANDUM



DATE: March 2, 2022

TO: Assembly Finance Committee

FROM: Jeff Rogers, Finance Director

105 Municipal Way
Juneau, AK 99801
Phone: (907) 586-5215
Fax: (907) 586-0358

SUBJECT: The Case for Sequential Decision Making on Exempting Food from Sales Tax

At its meeting on February 2, 2022, the Assembly Finance Committee expressed a consensus desire to fully consider and take the necessary steps to exempt food from the imposition of sales tax. As noted in the materials for that meeting, several prior Assemblies have repeatedly considered this issue and yet never accomplished the stated objective. The issue is complex and costly in terms of the lost revenue. The complexity creates “choice overload” where there are simply too many possible options and it becomes exceedingly difficult for nine members to come agreement.

Additionally, the timing of such Assembly consideration and decision making is challenging if a public vote is required. If the Assembly contemplates changing the sales tax rate, the decision must go on the October ballot, which requires an Assembly decision by July. Such consideration and decision making generally takes several months (or longer). The Assembly Finance Committee spends the majority of April, May and part of June focused on the future year operating and capital budgets, which means that Finance Committee consideration is limited to the period between November and March each year. In short, completing such a significant consideration is challenging due to the Assembly and budget calendars.

The two points of above—choice overload and constrained time for consideration—are the likely reasons why previous efforts haven’t succeeded. If the current Assembly wishes to prevail, it would be wise to focus on a process that limits choice overload and can be acted upon in the time available.

I recommend that the Assembly consider a process of *sequential* rather than *concurrent* decision making.

With a concurrent decision-making framework, the Assembly would swim in the stew of all potential considerations. What (exactly) should be exempted? What other existing exemptions should be reconsidered? How much of the revenue must be replaced? What source of revenue should be used to replace the lost sales tax revenue? Should the sales tax rate be increased to make up lost revenue? If the rate is increased, should that increase be year-round or seasonal? This concurrent process keeps all of the potential decisions on the table at the same time. It’s highly natural to approach the problem this way. In fact, the Sales Tax Model published by the Finance Department tends to lead the Assembly to this approach because it allows members to “move the levers” until a new balance of revenue is achieved. However, the challenge is self-evident. Nine Assembly members will likely move the levers in different ways to achieve balance. And then in the discussion to achieve at Assembly consensus, it is challenging to move the levers in such a way that meets every member’s policy objectives.

Alternatively, a sequential decision-making process would ask the Assembly to come agreement on just one question at a time that leads to the next question, in order. The Assembly would generally agree not to revisit previous decisions in the flow. This process might look like:

1. What goods or services does the Assembly wish to exempt from Sales Tax?
 - a. If food, how (exactly) is that defined?
 - b. If utilities, how (exactly) is that defined?
 - c. If other non-food/utilities, how (exactly) are those defined?
2. Does the Assembly wish to consider repealing or modifying other sales tax exemptions?

3. If #1 and #2 result in a reduction in sales tax revenue, does the Assembly wish to replace the revenue lost from the changes to the exemptions agreed upon in #1 and #2?
4. If #3 is yes, then does the Assembly wish to increase other (non-sales tax) revenues to replace the lost sales tax revenue?
5. If the combination of decisions 1-4 still results in lost sales tax revenue, then does the Assembly wish to change the sales tax rate to replace some or all of the lost revenue?
6. If #5 is yes, then should a change to the sales tax rate be applied seasonally or year-round?
7. Depending on the answers to #5 and #6, what sales tax rates should be proposed to voters?

There is no particular magic to the sequence described above. Perhaps the order is wrong. But the suggestion is that the Assembly may be more successful at avoiding choice overload by making one-decisions at a time in an established order, without revisiting prior decisions. Generally speaking, a decision about changing the sales tax rate (and by how much) should probably come *last*—after all decisions about what to exempt, how to change other exemptions, and whether to increase other municipal revenues have already been made.

There's nothing wrong with concurrent decision-making. In fact, it's probably the right approach with many decisions. But it's challenging to do so when the decisions at hand are mathematically interdependent. Take the budget process for example. The Assembly Finance Committee generally uses a sequential process, hearing and authorizing Enterprise budgets one-at-a-time, then hearing and deciding on the Manager's general government proposal, then hearing and deciding on proposed increments, then hearing and deciding on pending-list items, *and then setting a mill rate*. Generally, the Assembly sets the mill rate *last*, because it should be informed by all of the other decisions previously made. I am suggesting the same approach for the exemption of sales tax on food—work through all other decisions before you try to establish a new sales tax rate (it at all).

Meeting #1 – Reintroduce the concept of exempting food from sales tax (*February 2nd, 2022*)

Meeting #2 – Consider and agree upon a process/strategy for decision making (*March 2nd, 2022*)

Meeting #3 – Decide on what to exempt (exactly)

Meeting #4 – Decide on modifications to other exemptions

Meeting #5 – Decide on other non-sales tax revenues

Meeting #6 – Decide on the concept of seasonal vs. year-round sales tax rate(s)

Meeting #7 – Decide on a proposed change to the sales tax rate (if necessary)

Perhaps this process won't take another five meetings. Some of the decisions can be researched, reviewed, and discussed concurrently—but the decisions themselves should be made sequentially in some meaningful order without retreading previous ground and without revisiting prior decisions.

I have included the Sales Tax model in this packet. It will be helpful to your consideration, for sure. But I caution you that it may lead you to use concurrent thinking to reach a “grand bargain.” Instead, I encourage you to use the sales tax model to field test the impact of your sequential decisions. So, it might look like this (sample only):

1. Exempt certain specific goods/services – loss of \$6 million
2. Repeal certain exemptions – gain of \$2 million, yields net loss of \$4 million
3. Increase property tax by a fraction of a mill – gain of \$1 million, yields net loss of \$3 million
4. Recognize other new revenues as replacement – gain of \$1 million, yields net loss of \$2 million
5. Agree on a seasonally adjusted sales tax
6. Propose to increase seasonal sales tax by some percentage – gain of \$2 million, yield net zero impact

Once all decisions have made, legislation can be adopted. If a rate change is necessary, I recommend that the Assembly adopt one or more ordinances implementing the non-rate changes that are each *contingent on passage of a ballot measure to change the rate*.

MEMORANDUM



DATE: March 2, 2022

TO: Assembly Finance Committee

FROM: Jeff Rogers, Finance Director

SUBJECT: **Consideration of Modification to Current Exemptions**

105 Municipal Way
Juneau, AK 99801
Phone: (907) 586-5215
Fax: (907) 586-0358

CBJ has approximately thirty individually defined optional exemptions from sales tax that are not mandated by state or federal law. Of those thirty, only a handful have been regularly consider for modification or repeal. This memo is not exhaustive, and only briefly addresses the foregone revenue of some of the more common exemptions that arise in discussion.

<u>Exemption Category</u>	<u>Foregone Revenue</u>
Single Item Exemption "Cap"	\$3.5 million <i>cap is currently \$12,800 per item</i>
Single Service Exemption "Cap"	\$2.8 million <i>cap is currently \$12,800 per service</i>
Sales by Non Profit Organizations	\$1.4 million
Sales to Non Profit Organizations	\$1.3 million
Senior Citizens	\$1.0 million
Lobbyist	\$0.2 million
Commissions on Travel, Lodging, or Tours	\$0.2 million

Full repeals of any exemption should have relatively predictable revenue impacts because vendors are required to report their exempt sales alongside their taxable sales. However, partial repeals will be notoriously difficult to estimate. For example, the revenue impact of increasing the cap will be nearly impossible to determine because the sales tax office does not receive records of individual transactions. Gross estimates would be required and would be subject to significant estimation error. Also note that many individual sales reported here may have other overlapping exemptions. So, for example, repealing a non-profit exemption may result in less additional revenue than expected because some of those sales reported as exempt under the "non-profit" category will end up being exempted under some other category. This impact is difficult to estimate with any accuracy.

Ultimately, a decision to adjust existing sales tax exemptions lies solely with the Assembly. But the repeal of existing exemptions is highly emotionally charged. Every existing exemption has an impassioned constituency. And these exemptions all exist because prior Assemblies believed that they were in the public interest.

If the Assembly wishes to stay on track with its primary objective—the exemption of food from sales tax—I urge extraordinary caution with consideration of modifications to other existing exemptions. Perhaps consider acting individually on the primary objective—the exemption of food from sales tax—and returning at a later time for a more full examination of the necessity and public purpose of existing exemptions.



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

TO: Borough Assembly
Eaglecrest Board
Eaglecrest Summer Operations Task Force

DATE: March 23, 2022

FROM: Rorie Watt, City Manager

RE: Gondola Investment

Goldbelt Corporation has expressed interest in providing funding for up to \$10M for installation of the used Gondola and other related improvements. This is, indeed, a remarkable turn of events.

The decision to purchase the gondola was difficult for the Assembly for several reasons, including the issue that summer operations is an activity that lies substantially in the arena of private sector activity. A potential contract with Goldbelt would solve many issues for CBJ.

The rough proposal is that Goldbelt would provide funding in exchange for a contractual agreement to receive a percentage of summer ridership on the gondola until such time as appropriate return is earned. A contractual agreement of this nature would require authorization by Ordinance.

However, prior to authorizing an Ordinance, the Assembly would first have to provide direction to negotiate directly with Goldbelt. This is the threshold decision – should the Manager negotiate directly with Goldbelt or should there be contemplation of other business relationships.

There are many reasons why Goldbelt is uniquely situated to be the best source of private capital for the installation of improvements at Eaglecrest. Those reasons include:

1. Long horizon. Like CBJ, Goldbelt is designed to be in business forever. As such, their ability to agree to long term agreements, contemplate long term pay back is substantially more flexible than other private sector parties.
2. Profit earned by Goldbelt stays in the community.
3. Goldbelt is an adjacent land owner.
4. Goldbelt operates the Mount Roberts Tramway, opening up a variety of opportunities for sales and marketing.

Recommendation:

At the 4/11 COW, the Assembly should contemplate directing the Manager by motion to negotiate directly with Goldbelt Corporation. Prior to this meeting, the Eaglecrest Board and Summer Operations Task Force should contemplate the inclusion of Goldbelt and provide advice to the Assembly.

I recommend that the Assembly direct the Manager to negotiate an agreement with Goldbelt and bring that agreement back to the Assembly for discussion, debate and adoption.

MEMORANDUM



DATE: April 11, 2022

TO: Assembly Finance Committee

FROM: Jeff Rogers, Finance Director

SUBJECT: **Financing Strategy for New City Hall**

155 Municipal Way
Juneau, AK 99801
Phone: (907) 586-5215
Fax: (907) 586-0358

As the Assembly continues its consideration of a New City Hall, this memo serves to resurface prior considerations of potential financing strategies.

To re-cap prior discussions, a potential financing strategy would likely pay for a New City Hall from some portion of cash and some portion of debt.

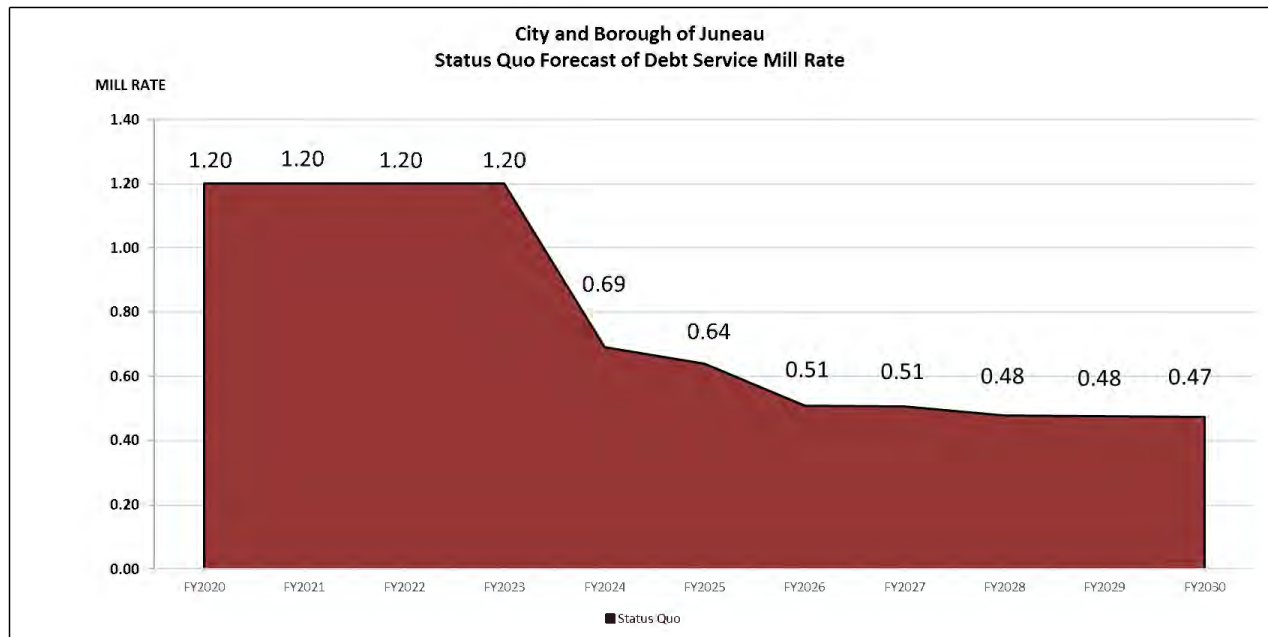
- Cash portion, including
 - Proceeds from selling the current CBJ City Hall
 - Some amount appropriated from general fund balance
- Debt portion in the form of a General Obligation (GO) Bond
 - Would require an affirmative vote of the public
 - Funds for repayment would come substantially from operating budget savings previously spent on office lease payments, utility savings, and foregone maintenance expenditures
 - Additional funds for repayment would come from ongoing property tax revenues from the Debt Service Mill Rate

Following is a presumptive calculation of the two sites currently under consideration. This analysis assumes the sale of the current City Hall building, and it assumes a 25 year bond at 5.0% interest.

	Downtown Transit Center	450 Whittier <i>Public Safety Site</i>
Project Cost	\$ 43,300,000	\$ 38,200,000
Sale of Current City Hall	\$ (3,820,000)	\$ (3,820,000)
Appropriation of Fund Balance	\$ (12,600,000)	\$ (12,600,000)
Amount to be Financed via Bond Debt for NCH	\$ 26,880,000	\$ 21,780,000
Anticipated Annual Bond Debt Payment for NCH	\$ 1,926,274	\$ 1,560,798
Current City Hall Costs: Custodial, Utilities, and Maintenance	\$ 265,570	\$ 265,570
Lease Costs: Marine View, Muni Way, Sealaska, Seadrome	\$ 819,005	\$ 819,005
Operating Costs for New City Hall	\$ (331,762)	\$ (331,762)
Annual CBJ Operating Funds Available for NCH Debt Payments	\$ 752,813	\$ 752,813
Amount to be Paid by Property Tax from Debt Service Mill Rate	\$ 1,173,461	\$ 807,985
Mill Increase Needed for Debt Service	0.20	0.14
Annual Tax Per \$100,000 Value	\$ 20.00	\$ 14.00
Annual Tax Per \$500,000 Home	\$ 100.00	\$ 70.00

Impact on Debt Service Mill Rate

The two options above would require property tax from the debt service mill rate to pay debt costs not paid by lease cost savings from the operating budget. It is important to realize that the debt service mill rate is forecast to *fall* considerably in FY24 and FY25 to approximately 0.51 mills in FY26.



Hence, an increase to the debt service mill rate of 0.14 or 0.20 mills would still keep the total debt service mill rate well below its current level. In short: CBJ can issue debt to pay for New City Hall without increasing property taxes from their current level. And if CBJ issues debt for a New City Hall, a very significant amount of capacity will remain for future debt issuances without exceeding the current 1.20 debt service mill rate.

Review of Raincoast Data Cost-Benefit Analysis

The study conducted by Raincoast concludes that the *break even* point for the two projects are 52 and 61 years. Raincoast’s analysis identifies the *break even* point as when a New City Hall has effectively paid for itself through direct savings and other economic benefits. The cost-benefit analysis also considers many other nuanced long-term fiscal factors, including induced property and sales taxes. However, I am not aware of any CBJ project where staff or the Assembly have considered a *break even* point in the decision to advance a project. This is akin to determining how long it takes for a New City Hall to be “free.” Municipal government builds roads, parks, pools, libraries, bus stops, utilities, etc. because they improve the livability of our community. These kinds of facilities don’t produce sufficient cost savings or measurable fiscal benefits to ever *break even*—nobody expects them to ever be “free.”

However, the concept of a *break even* point is particularly helpful when long-term savings could be achieved through near-term investment. Consider whether you might refinance your home: if you plan to own your home longer than the *break even* point, it would be in your financial interest to pay the upfront costs to refinance. While the 52 and 61 year marks for *break even* are instructive, they don’t capture the reality of how and when CBJ will save real money in the operating budget. If New City Hall is paid for with a bond, the debt service for that bond will be paid from a combination of rent/occupancy savings from CBJ’s current buildings and from property tax. For all practical consideration, CBJ will experience real cost savings as soon as the 25-year bond is paid off.

So what is the difference between saying that CBJ will experience real cost savings in 25 years versus the cost-benefit analysis that indicates a 52 or 61 year *break even* point? CBJ will experience real cost savings in 25 years, but then it will take another 27 or 36 years for those cost savings to fully re-pay the general fund (i.e. the public) for the upfront cost of the new facility.



(907) 586-0757
Jill.Maclean@juneau.org
www.juneau.org/CDD
155 S. Seward Street • Juneau, AK 99801

MEMO

To: Chair Hale, and Assembly Lands, Housing, and Economic Development Committee

From: Jill Maclean, Director, AICP 

Date: February 9, 2022

RE: Downtown Parking Ordinances

Attached, please find the proposed Town Center Parking Area, an ordinance amending parking requirements of the Land Use Code, for discussion. This amendment includes reorganization of the parking chapter of Title 49, establishing a “town center” parking standard, revised parking district boundaries, and allowing parking waivers downtown.

Key Considerations:

- Establishes a No Parking Required Area;
- Establishes a Town Center Parking Area;
- Repeals Parking Districts 1 and 2 (PD1 and PD2);
- 60 percent parking reduction in the Town Center Parking Area;
- Waivers available borough-wide, including Town Center Parking Area;
- Fee-in-lieu may be used in combination with a waiver.

Recommendation

Staff recommends the LHEDC recommend the full assembly adopt these ordinances.



Planning Commission

(907) 586-0715

PC_Comments@juneau.org

www.juneau.org/plancomm

155 S. Seward Street • Juneau, AK 99801

PLANNING COMMISSION NOTICE OF RECOMMENDATION

Date: January 26, 2022

Case No.: AME2021 0003

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

Proposal: Planning Commission Recommendation to the City and Borough Assembly regarding parking code amendment, which includes reorganization of this chapter of code, establishing a “town center” parking standard, revised parking district boundaries, and allowing parking waivers downtown.

Property Address: Downtown Juneau

Hearing Date: January 25, 2022

The Planning Commission, at its regular public meeting, adopted the analysis and findings listed in the attached memorandum dated January 19, 2022, and recommended that the City and Borough Assembly adopt staff's recommendation for parking code amendment, which includes reorganization of this chapter of code, establishing a “town center” parking standard, revised parking district boundaries, and allowing parking waivers downtown. Modifications to the proposed ordinance include:

1. Make edits agreed to in the line-by-line review.
2. Revise the Town Center Parking Area boundary from C Street to D Street.
3. Include the entire Parking Space table provided in “Additional materials.”
4. Under 49.40.210(a), make the following change: “The number of spaces must be calculated and rounded down to the nearest whole number.”
5. In the table under 49.40.210, for the use “Senior housing,” change the calculation text on spaces to 0.6 general spaces per dwelling unit. In the Town Center Parking Area column, change the calculation text on spaces to 0.3 general spaces per dwelling unit.
6. In the table under 49.40.210, for the use “Sobering center,” change sobering center parking to 1 per 12 beds (deleting the visitor space) for all of Juneau. In the Town Center Parking Area require two spaces.

City and Borough Assembly

Case No.: AME2021 0003

January 26, 2022

Page 2 of 2

7. Under 49.40.220(a)(2)(B), make the following change: "Provision for alternative transportation or transit improvements vetted through CBJ Capital Transit."

This recommendation maintains the No Parking Required Area as presented in the draft map, without changes proposed in the staff report.

The Commission takes no position on Chapter 62 edits, and requests that the Assembly take appropriate action to make the Chapter consistent with parking code changes.

Attachments: January 19, 2022 memorandum from Irene Gallion, Senior Planner, Community Development, to the CBJ Planning Commission regarding AME2021 0003.

Additional Materials: Memo dated January 21, 2022.

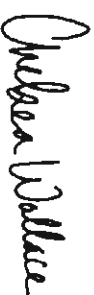
This Notice of Recommendation constitutes a recommendation of the CBJ Planning Commission to the City and Borough Assembly. Decisions to recommend an action are not appealable, even if the recommendation is procedurally required as a prerequisite to some other decision, according to the provisions of CBJ 01.50.020 (b).



January 28, 2022

Michael Levine, Chair
Planning Commission

Date



January 31, 2022

Filed With City Clerk

Date

CC: Plan Review

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



PLANNING COMMISSION STAFF REPORT
TEXT AMENDMENT AME2021 0003
HEARING DATE: JANUARY 25, 2022

(907) 586-0715

CDD_Admin@juneau.org

www.juneau.org/CDD

155 S. Seward Street • Juneau, AK 99801

DATE: January 19, 2022

TO: Michael LeVine, Chair, Planning Commission

BY: Irene Gallion, Senior Planner 

THROUGH: Jill Maclean, Director, AICP

PROPOSAL: Parking code amendment, which includes: Reorganization of this chapter of code, establishing a “town center” parking standard, revised parking district boundaries, and allowing parking waivers downtown.

STAFF RECOMMENDATION: Forward the proposed ordinance amendment with a recommendation of APPROVAL to the Assembly.

KEY CONSIDERATIONS FOR REVIEW:

- Establishes a No Parking Required Area;
- Establishes a Town Center Parking Area;
- Repeals Parking Districts 1 and 2 (PD1 and PD2);
- 60 percent parking reduction in the Town Center Parking Area;
- Waivers available borough-wide, including Town Center Parking Area;
- Fee-in-lieu may be used in combination with a waiver.

GENERAL INFORMATION	
Applicant	City and Borough of Juneau
Initiated By	Assembly
Property Affected	Borough-wide

LAND USE CODE AMENDED	
49.40 Article 2, Parking and Loading	Reorganization and rewrite
49.65.530, Standards (Convenience Stores)	Modify to recognize off-street parking requirements for the Traditional Town Center Parking Area
49.80.120, Definitions	Add definition of “mobile food vendor” and “open air food service”
49.85, Fees for Land Use Actions	Add fees for off-street parking waiver and fee-in-lieu. Housekeeping modification to clarify Public Notice Sign Fee from Commercial Sign Permit.

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
- Code Provisions:
 - o 49.10.170(d)

The Commission shall hear and decide the case per 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.*

Record documents have been collected at <https://juneau.org/community-development/short-term-projects>. The table below summarizes what occurred at each meeting.

Date	Event summary
January 28, 2020	Regular Planning Commission meeting to hear VAR2019 0005, to reduce off-street parking requirements to zero. Meeting continued.
February 4, 2020	VAR2019 0005 denied; findings recognize pushing parking into neighborhoods is a detriment.
February 18, 2020	Applicant writes letter to the Assembly.
February 24, 2020	Assembly member requests discussion of the letter at a future Committee of the Whole.
March 2, 2020	Assembly Committee of the Whole: direction to Planning Commission.
March 19, 2020	CBJ in lock down due to COVID pandemic.
April 14, 2020	Regular Planning Commission meetings resume.
September 10, 2020	First post-lockdown Title 49 Meeting; no quorum. Initial meeting to review parking code, fee-in-lieu maps, Downtown Parking Management Plan (2010), Planning Commission minutes, and Assembly minutes.
October 8, 2020	Title 49 review of options: no change, modification to parking districts, development of new standards, modify or eliminate fee-in-lieu, or eliminating off-street parking minimums for a geographic area. Reviewed Downtown Parking Management Plan actions for applicability.
October 29, 2020	Title 49 review of information requested at the previous meeting: fee-in-lieu data, existing mapped areas, off-street parking variance, and off-street parking waiver data.
November 24, 2020	Title 49 first draft of modifications to code. Included parking district boundary review, various reductions by-right, and criteria for further reductions.
December 17, 2020	Title 49, draft ordinance review in light of research on the intent of parking districts and fee-in-lieu, and review of response to previous comments. Parks and Recreation Department provided empty space counts for city garages and lots in 2019 and partial information for 2020.
January 28, 2021	Title 49 review of draft code and parking district boundaries.
February 18, 2021	Title 49 review of draft code and parking district boundaries.
April 1, 2021	Title 49 final review before sending to the Commission.
May 25, 2021	Regular Planning Commission – review of proposed ordinance.
June 10, 2021	Title 49 modification to ADA off-street parking requirements.
June 24, 2021	Title 49 review of Town Center Parking Area (TCPA) standards and loading zone modifications.
August 26, 2021	Title 49 review of proposed changes, including definitions.
September 14, 2021	Committee of the Whole review of changes and intent language. Asked staff to consider a No Parking Required Area (NPRA).
November 30, 2021	Title 49 review of possible NPRA.
December 14, 2021	Regular Planning Commission information item on changes made and sent to CBJ Law Department for review.

Attachments:

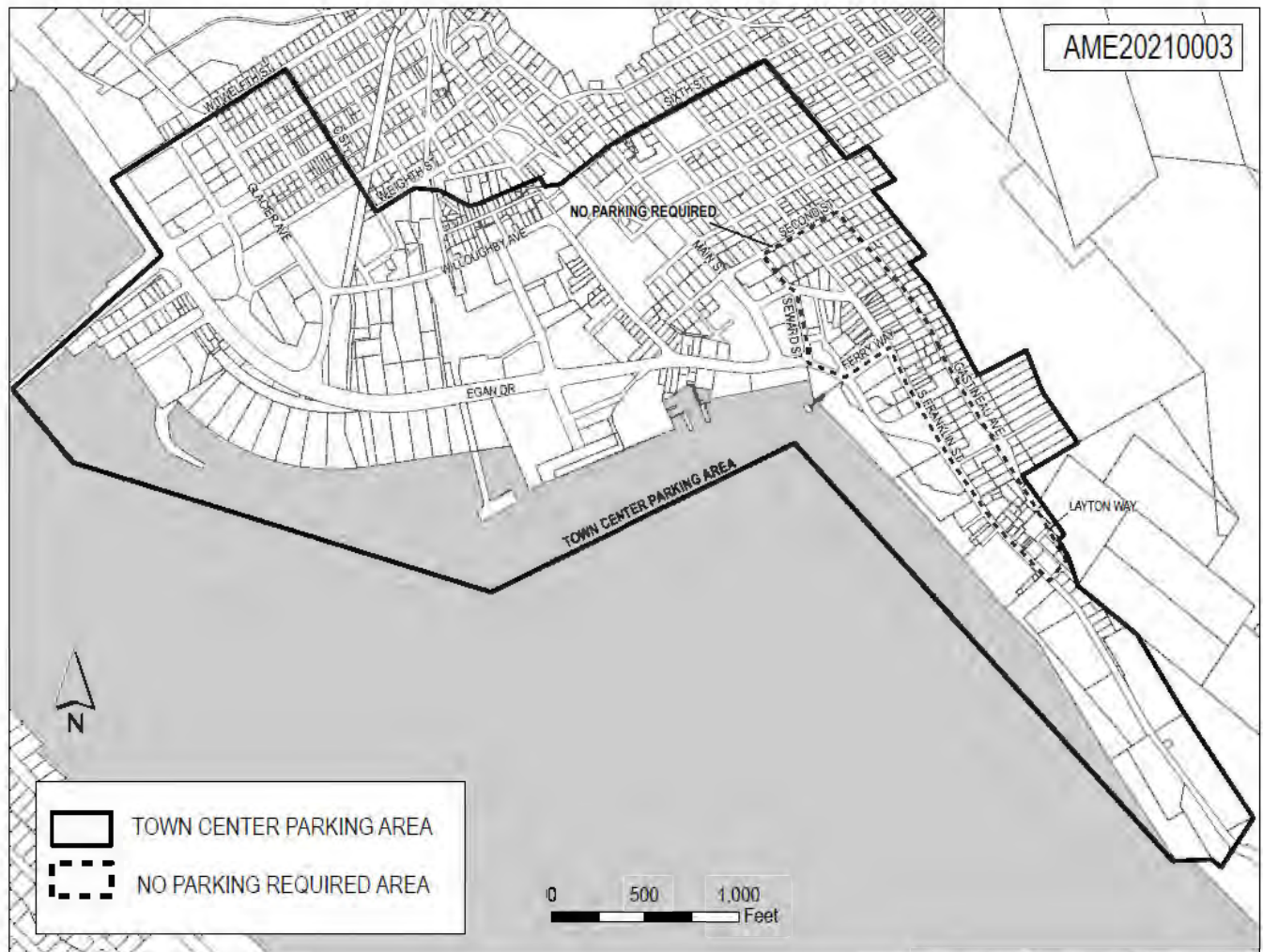
- Proposed Parking Code: 49.40 Article II (**Attachment A**)
- Proposed boundaries for the TCPA and NPRA (**Attachment B**).
- Proposed modification to Convenience Store Standards for consistency with proposed reductions in required off-street parking in the TCPA [CBJ 49.65.530, **Attachment C**].
- Proposed definitions, including “mobile food vendor” and “open air food service” [CBJ 49.80.120, **Attachment D**].
- Proposed fees for off-street parking waiver and fee-in-lieu. Housekeeping modification to clarify Public Notice Sign Fee from Commercial Sign Permit [CBJ 49.85.100, **Attachment E**].

DISCUSSION

Background – Record documents can provide the detailed discussion regarding notable features of the code rewrite:

- **NEW: Creation of a NPRA.** This area was developed based on historic development. Further fine-tuning is discussed in “Property Affected,” below.
- **Creation of a TCPA.** Reductions of 60 percent would apply to the mapped area. This change aligns the proposed parking regulations eventually to correspond to areas mapped in the revised Comprehensive Plan as a “Town Center.”
- **Allowing parking waivers downtown.** Until this revision, properties in the parking districts were ineligible to apply for parking waivers.
- **Fee-in-lieu of constructed parking.** After reductions have been applied, a TCPA developer can pay a fee rather than construct required off-street parking spaces, excluding ADA spaces.
- **“Town Center Parking Area” map revision.** Reviewed above under “Property Affected.”
- **Consistency with federal law on ADA accommodations.** Contrary to federal regulations, CBJ’s current code allows the number of ADA spaces to be based on reduced parking requirements, or be addressed with fee-in-lieu. Revisions bring code in alignment with federal regulations.

Property Affected – The image below can be found in **Attachment B**.



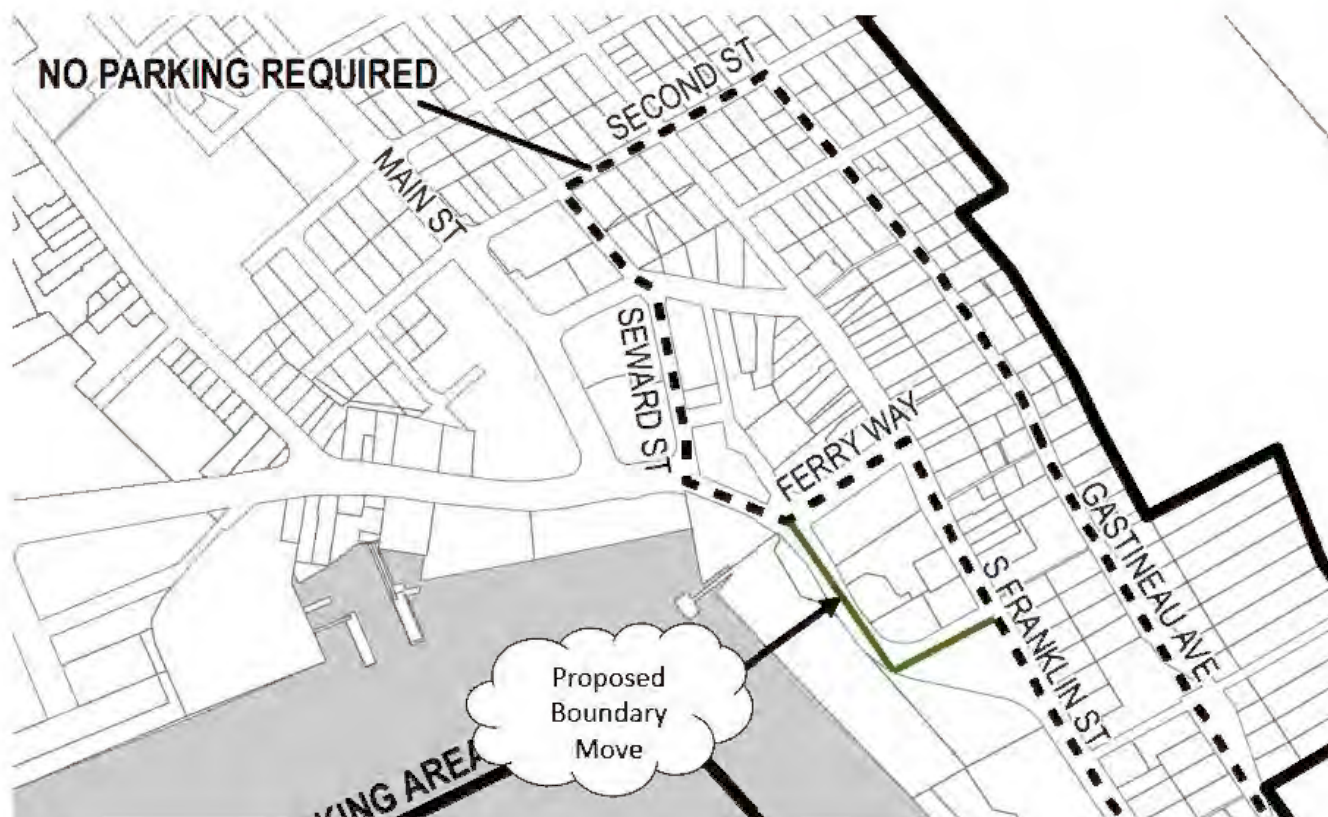
ArcMap Spource: P:\quinn\Projects\LA\Wame20210003.mxd

Further Considerations

(a) Consider moving the "C Street line" to B Street to better approximate the zoning boundary between Light Commercial and D5 (image below, left). The actual zoning boundary is jagged, (image below, right) and not easy to discern.



(b) Clarification: Is the current NPRA boundary at Ferry Way correct? Or did the Commission intend for the boundary to encompass Manilla Square?



(c) Be advised that 310 Second Street, at the corner of North Franklin and Second Street, lies outside of the NPRA. This property had been considered for multi-use development, including housing. The most recent proposal was from Eagle Rock Ventures. Providing parking on-site has been a detriment to development of the lots.



(d) Proposed code outlines relevant information that the Director or Commission may consider in granting an off-street parking waiver. One item is, "Provision for alternative transportation or transit improvements approved by CBJ Capital Transit" [Proposed Code 49.40.220(a)(2)]. CBJ Engineering and Public Works (E&PW) has indicated it is impractical to approve proposed transit facilities. Most transit facilities would be located in the right-of-way, rather than on private property. Additionally, E&PW might not want a transit facility where a developer would like to provide one.

Staff recommends modification of this proposed code:

Provision for alternative transportation ~~or transit improvements approved by CBJ Capital Transit.~~

Changes made since the Commission last saw the proposed code – At the December 14, 2021 Regular Planning Commission meeting, the Commission received a summary of the ordinance as presented to CBJ's Law Department for review. Substantive modifications made during the review process include:

- ADA for residential structures: If a residential facility provides off-street visitor parking spaces, they need to provide an ADA space regardless of how many spaces are provided for the residents. A residential development with fewer than ten required off-street spaces and no visitor spaces provides an ADA space if a resident requests [Proposed Code 49.40.210(b)(1)].
- "Modifications" was changed to "Parking Alternatives" [Proposed Code 49.40.215].
- The differences in fee-in-lieu payment between new development and expansion have been removed. In both cases, the fee-in-lieu must be paid before the issuance of a Temporary Certificate of Occupancy [Proposed Code 49.40.220(b)].

Related Proposed change

CBJ 62.10.050(e) bases street vending permits on PD1 and PD2 parking districts. Staff proposes replacing the PD2 restriction with an NPRA restriction, and the PD1 restriction with a TPCA restriction.

Vending carts and vending vehicles may not be located in any on-street vehicle parking space in the PD 2 zoning No Parking Requirement Area parking district. Carts and vehicles with a valid permit may park in a

single space within the ~~PD-1 zoning~~ Town Center Parking Area parking district or outside the ~~PD-2 zoning~~ No Parking Requirement Area parking district. The manager may place additional parking and location restrictions on a permit if the manager determines that the size, location, and operation of the cart or vehicle will create a safety hazard. Overnight parking is prohibited.

COMPLIANCE WITH TITLE 49

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. Additionally, the proposed amendment will not create any inconsistencies in Title 49.

Code Reference	Item	Summary
49.40 Article 2	Parking and Loading	Reorganization and rewrite
49.65.530	Standards for Convenience Stores	Modify to recognize off-street parking requirements for the Traditional TCPA
49.80.120	Definitions	Add definition of “mobile food vendor” and “open air food service.”
49.85	Fees for Land Use Actions	Add fees for off-street parking waiver and fee-in-lieu. Housekeeping modification to clarify Public Notice Sign Fee from Commercial Sign Permit.

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 complies with the 2013 Comprehensive Plan.			
Chapter	Page No.	Item	Summary
4, Housing	39	4.3-IA1	Reduce off-street parking requirements for areas served by transit.
5, Economic Development	49	5.5-IA3(F)	Eliminate or reduce off-street parking requirements for downtown residences.
5, Economic Development	58	5.11-SOP1	Develop parking policies that encourage and support local businesses.
8, Transportation	104	8.1-IA2	Improve parking.
10, Land Use	130	10.2-IA2	Reduce off-street parking requirement for residences.
10, Land Use	140	10.13-SOP1	Encourage mixed use with lower off-street parking requirements.
11, Land Use Maps	186	B	Do not induce demolition of historic structures to accommodate off-street parking.
11, Land Use Maps	186	C	Parking alternatives, like shared off-street parking, should be accommodated.
11, Land Use Maps	186	H	Eliminate off-street parking requirements for affordable downtown units.
12, Utilities and Facilities	208	Policy 12.10	Manage on-street parking integrally to the road system.
12, Utilities and Facilities	208	12.10-SOP1	Consider demand and land use when establishing off-street parking requirements for an area.

2016 HOUSING ACTION PLAN The proposed text amendment complies with the 2016 Housing Action Plan.			
Chapter	Page No.	Item	Summary
2	51	Address parking	Demand management, leverage development for off-street parking, use transit to mitigate need.

2015 Economic Development Plan The proposed text amendment complies with the 2016 Housing Action Plan.		
Page No.	Item	Summary
90	Community Support for the Initiative	Downtown parking is an issue in need of attention.

2015 Economic Development Plan The proposed text amendment complies with the 2016 Housing Action Plan.		
AP A-6	Juneau Land Consumption, Land use, and Municipal Revenue	Development in the Mixed Use zoning district generates about \$72,000 per acre, or 17 times more in property tax than D1, and 13 times higher than D18.

AGENCY REVIEW

During the code development process the Community Development Department reached out to impacted agencies. Comments received are outlined below, and provided in **Attachment F**. CBJ's Parks and Recreation Department manages off-street public parking (Note: Juneau Police Department manages on-street public parking). They attended code development meetings when able.

Agency	Summary
Nathan Leigh, University of Alaska Southeast	Retain ability to present supporting information (parking study, for instance) to modify requirements.
Katie Koester, CBJ Engineering and Public Works	E&PW approval of transit facilities proposed to reduce off-street parking requirements is impractical.

PUBLIC COMMENTS

Public notice consisted of regular meeting protocols, including newspaper advertising and press releases. Staff reached out to business owners understood to be interested in order to gauge certain developments. Feedback is summarized below and provided in **Attachment G**.

Name	Summary
Blake Rider	Assure that "mobile food vendor" includes bars.
David McCasland	Clarify "zero parking," don't let off-street parking be a barrier to development.
Jeff Wilson	Questions about impacts to 6 th Street area of downtown.
Noel Schweers, Morris Communications	Project goals being re-evaluated.
Steve Soenksen	Will look at the proposal in more detail. Issue is important to downtown, especially housing.

FINDINGS

1. Does the proposed text amendment comply with the Comprehensive Plan and other adopted plans?

Analysis: The proposed amendment balances the varied Comprehensive Plan policies and is consistent with the overall vision.

Finding: Yes. The proposed text amendment complies with the 2013 Comprehensive Plan, the 2016 Housing 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. Additionally, the proposed amendments do not create any inconsistencies within the code.

RECOMMENDATION

Staff recommends the Planning Commission adopt the Director's analysis and findings and make a recommendation to the Assembly to **APPROVE** the parking code revision, which includes reorganization, establishing a “town center” parking standard, revised parking district boundaries, and allowing parking waivers downtown. This recommendation includes staff proposals to (CHOOSE AS APPROPRIATE):

1. Move the “C Street line” to B Street.
2. Modify the No Parking Requirement Area boundary to encompass Manilla Square.
3. Include 310 Second Street, at the corner of North Franklin and Second Street, in the No Parking Requirement Area (or, document other boundary modifications).
4. Modify proposed code 49.40.220(a)(2) regarding Director and Commission review of items that may influence granting an off-street parking waiver: *Provision for alternative transportation ~~or transit~~ improvements approved by CBJ Capital Transit.*
5. Modify CBJ 62.10.050(e) to replace the PD2 restriction with a No Parking Requirement Area restriction, and the PD1 restriction with a Town Center Parking Area restriction.

STAFF REPORT ATTACHMENTS

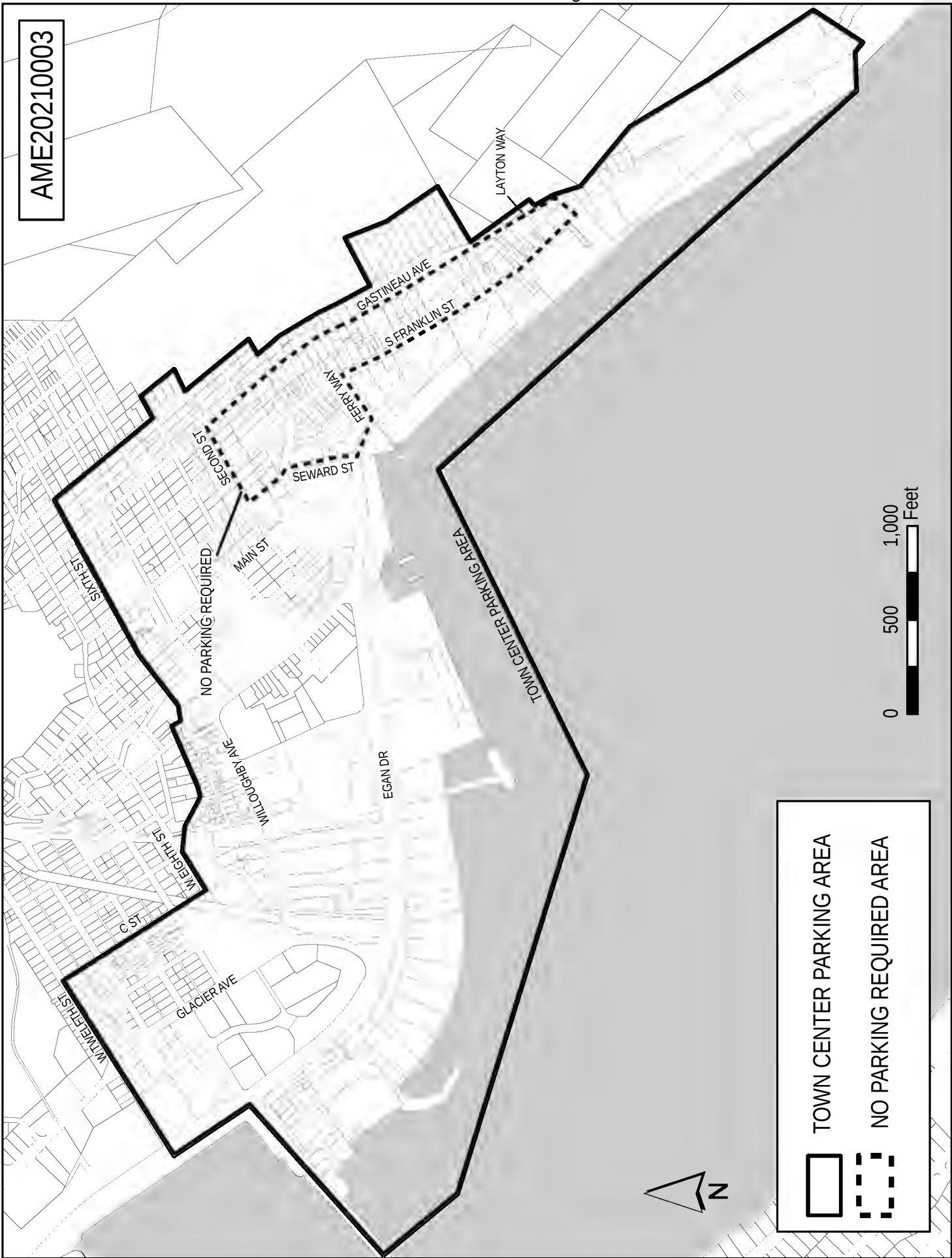
Item	Description
Attachment A	Proposed Parking Code: 49.40 Article II
Attachment B	Proposed Boundaries of Town Center Parking Area and No Parking Requirement Area
Attachment C	Modifications to Convenience Store Standards, CBJ 49.65.530
Attachment D	Modifications to Definitions, CBJ 49.80.120
Attachment E	Modifications to Fees, CBJ 49.85.100
Attachment F	Agency Comments
Attachment G	Public Comments

ATTACHMENT A

Proposed Parking Code: 49.40 Article II

PENDING

Anticipate in the Friday folder



ATTACHMENT C

Modifications to Convenience Store Standards, CBJ 49.65.530

PENDING

Anticipate in the Friday folder

ATTACHMENT D

Modifications to Definitions, CBJ 49.80.120

PENDING

Anticipate in the Friday folder

ATTACHMENT E

Modifications to Fees, CBJ 49.85.100

PENDING

Anticipate in the Friday folder

Irene Gallion

From: Nathan Leigh <nleigh1@alaska.edu>
Sent: Wednesday, July 28, 2021 9:05 AM
To: Irene Gallion
Subject: RE: Parking Standards Review

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

Thank You

From: Irene Gallion <Irene.Gallion@juneau.org>
Sent: Wednesday, July 28, 2021 8:53 AM
To: Nathan Leigh <nleigh1@alaska.edu>
Subject: RE: Parking Standards Review

Hi Nathan,

Attached is the draft parking table, and you'll see university uses beginning on page 2 of three and extending onto page 3.

Parking waivers will be considered under the new code, and a parking study would provide strong support for reductions.

When we get the ordinance hammered out I'll send it over for your enjoyment, and keep you posted on Planning Commission meetings regarding the ordinance.

Thanks for your time!

IMG

From: Nathan Leigh <nleigh1@alaska.edu>
Sent: Wednesday, July 28, 2021 8:44 AM
To: Irene Gallion <Irene.Gallion@juneau.org>
Subject: RE: Parking Standards Review

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

Also, will there still be the acceptance of doing a parking study. Good example is that most of our students do not have vehicles and take public transportation.

From: Irene Gallion <Irene.Gallion@juneau.org>
Sent: Tuesday, July 27, 2021 6:48 PM
To: nleigh1@alaska.edu
Subject: Parking Standards Review

Hi Nathan,

Juneau's Planning Commission is revising parking code, and using this opportunity to revisit standards. What do you think of these requirements for college parking? Do you feel they work, or are too stringent or too lenient? Attached is a map showing the parking district boundaries.

Use	Spaces Required in All Other Areas	Spaces Required in Parking District
College, main campus	1 per 500 square feet of gross floor area of an enclosed area, or, where auditorium or general assembly area is available, one per four seats, whichever is greater	1 per 1,250 square feet of gross floor area of an enclosed area, or, where auditorium or general assembly area is available, 0.4 per four seats, whichever is greater
College, satellite facilities	1 per 300 square feet of gross floor area of an enclosed area, or, where auditorium or general assembly area is available, one per four seats, whichever is greater	1 per 750 square feet of gross floor area of an enclosed area, or, where auditorium or general assembly area is available, 0.4 per four seats, whichever is greater

Thank you for any feedback you have.

Irene Gallion | Senior Planner

Community Development Department | City & Borough of Juneau, AK
 Location: 230 S. Franklin Street | 4th Floor Marine View Building
 Office: 907.586.0753 X2



Fostering excellence in development for this generation and the next.

Irene Gallion

From: Katie Koester
Sent: Friday, January 14, 2022 9:55 AM
To: Irene Gallion
Subject: FW: AME21-03: Parking Code Revision - EPW considerations

Hi Irene,

Transit thoughts below.

I guess our conclusion is this seems like an imperfect fix – I see as an unlikely scenario where things would work out, but I guess we don't have an objection to it. Seems like a feel good thing now that will not be practical in application.

Katie

From: Denise Koch <Denise.Koch@juneau.org>
Sent: Thursday, January 13, 2022 6:07 PM
To: Katie Koester <Katie.Koester@juneau.org>; Rich Ross <Rich.Ross@juneau.org>
Subject: RE: AME21-03: Parking Code Revision - EPW considerations

My only thought is the obvious one....at some point a developer will want to waive the parking requirements and set up a bus stop but we may not want/need it at that location...and there will be lots of pressure to add a bus stop. We'd just have to be able to say "no" if it doesn't make sense.

I don't have a sense for how prominent this Capital Transit provision will be in this parking waiver process. If there aren't many other ways to get a waiver, then we may get more requests than we want. If it's one of multiple options, it's probably less problematic.

Denise

From: Katie Koester <Katie.Koester@juneau.org>
Sent: Thursday, January 13, 2022 4:55 PM
To: Denise Koch <Denise.Koch@juneau.org>
Cc: Rich Ross <Rich.Ross@juneau.org>
Subject: FW: AME21-03: Parking Code Revision - EPW considerations

Thoughts on this email chain?

From: Irene Gallion <Irene.Gallion@juneau.org>
Sent: Thursday, January 13, 2022 4:21 PM
To: Katie Koester <Katie.Koester@juneau.org>
Subject: RE: AME21-03: Parking Code Revision - EPW considerations

Tomorrow would be nice. Tuesday at the latest. If we need to punt...meh, we will punt.

From: Katie Koester <Katie.Koester@juneau.org>
Sent: Thursday, January 13, 2022 4:20 PM
To: Irene Gallion <Irene.Gallion@juneau.org>

Cc: Jill Maclean <Jill.Maclean@juneau.org>

Subject: RE: AME21-03: Parking Code Revision - EPW considerations

I think so...not sure how much building there is. The bus stop itself would be in ROW, so that is ours. A shelter costs about \$9k right now...

I will chat with Denise and Rich to make sure I am not missing anything. Timeline?

K

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

Sent: Thursday, January 13, 2022 3:59 PM

To: Katie Koester <Katie.Koester@juneau.org>

Cc: Jill Maclean <Jill.Maclean@juneau.org>

Subject: AME21-03: Parking Code Revision - EPW considerations

Hi Katie,

We are rewriting parking requirements, and we need to know if you are ok with some proposed language.

In discussing relevant information for Commissioner review when considering a waiver, we state they may consider "provision for alternative transportation or transit improvements approved by CBJ Capital Transit."

In other words, if Capital Transit wants a bus stop and the developer wants to provide it, the developer can get some spaces waived. If Capital Transit DOES NOT want the stop, we do not need the developer to build it.

Thoughts? Does that work for you?

Thanks!

Irene Gallion | Senior Planner

Community Development Department | City & Borough of Juneau, AK

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

Office: 907.586.0753 X2



Fostering excellence in development for this generation and the next.

Irene Gallion

From: Steven Soenksen <SSoenk@yahoo.com>
Sent: Friday, May 21, 2021 7:35 AM
To: Irene Gallion
Subject: Re: Downtown Parking Code - proposed revisions

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

Hello Irene:

Thank you for this letter And the opportunity to provide input to the decision making. It is good to hear from you!

It is a most important topic that impacts anything downtown, especially housing. I would like to look at the proposal ideas in more detail and provide input for the discussions.

As you may know, I have studied planning And access issues in other communities and in Detail through architecture. There are some good possibilities that could apply here and for the future of our community.

Please feel free to contact me in this issue or on other topics related to downtown housing.

Sincerely,
Steve Soenksen
9072090709

On May 20, 2021, at 1:47 PM, Irene Gallion <Irene.Gallion@juneau.org> wrote:

Hi Steve,

Scott Ciambor in our Housing Office recommended I let you know about this meeting.

Juneau's Planning Commission will be looking at proposed parking district changes at their meeting on May 25th. Proposed ideas include:

- 60% parking reduction in a downtown parking district.
- Waiver application in downtown (currently, downtown properties cannot pursue waivers).
- Continuing fee-in-lieu for the downtown area. Note that the fee is proposed at \$10,000 per space, and contrary to current code, there is no reduction for residential development.

The parking information is the second item on the Regular Agenda. <https://packet.cbjak.org/MeetingView.aspx?MeetingID=1494&MinutesMeetingID=-1&dctype=Agenda>

If interested you can watch it on Zoom.

This is the Commission's introduction to the changes proposed by the Title 49 Committee. They will be taking testimony.

Let me know if you have questions,

Irene Gallion | Senior Planner

Community Development Department | City & Borough of Juneau, AK

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

Office: 907.586.0753

Our telephone system is changing. Beginning May 3rd I can be reached by dialing 586-0753, extension #2.

<image001.jpg>

Fostering excellence in development for this generation and the next.

Irene Gallion

From: Jeff Wilson <jwilson@wileng.net>
Sent: Friday, May 28, 2021 5:29 PM
To: Irene Gallion
Cc: Karen E Wilson; Gina Spartz
Subject: Parking master plan revision

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

Irene,

We live on 6th Street above the Capitol School Playground. How does this Parking zone change to include 6th Street impact the residents here? It is confusing!

Thank you!

Jeff

Jeffrey W. Wilson
175 S. Franklin Street, Suite 300
Juneau, Alaska. 99801
907-586-2100, (cell) 321-3210
jwilson@wileng.net

Irene Gallion

From: Schweers, Noel <noel.schweers@morris.com>
Sent: Thursday, June 3, 2021 11:01 AM
To: Irene Gallion
Subject: RE: Juneau Downtown Parking Code - Proposed Revisions

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

Unfortunately, it always is. Thanks again.

From: Irene Gallion [mailto:Irene.Gallion@juneau.org]
Sent: Thursday, June 3, 2021 2:20 PM
To: Schweers, Noel <noel.schweers@morris.com>
Subject: RE: Juneau Downtown Parking Code - Proposed Revisions

I'd say it is fair. "Tweak" may be open to interpretation, but the intent is a new parking ordinance.

IMG

From: Schweers, Noel <noel.schweers@morris.com>
Sent: Thursday, June 3, 2021 9:55 AM
To: Irene Gallion <Irene.Gallion@juneau.org>
Subject: Re: Juneau Downtown Parking Code - Proposed Revisions

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

Thanks.

It sounds like the ordinance is likely to be enacted, subject to some tweaks. Is that a fair read?

Noel Schweers
Morris Communications Company, LLC
(706) 823-3492

On Jun 3, 2021, at 1:46 PM, Irene Gallion <Irene.Gallion@juneau.org> wrote:

Hi Noel,

No major decisions or actions. The code will be sent back to Committee for clarification on how ADA spaces are required, and some mop-up operations on details of shared parking and loading spaces.

IMG

From: Schweers, Noel <noel.schweers@morris.com>
Sent: Tuesday, June 1, 2021 10:49 AM
To: Irene Gallion <Irene.Gallion@juneau.org>
Subject: RE: Juneau Downtown Parking Code - Proposed Revisions

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

Irene:

I hope you had an enjoyable holiday. I thought I would check in to see what happened at the Planning Commission. Did they reach any conclusion on how to proceed? Thanks.

Noel

From: Irene Gallion [<mailto:Irene.Gallion@juneau.org>]
Sent: Friday, May 21, 2021 12:13 PM
To: Schweers, Noel <noel.schweers@morris.com>
Subject: RE: Juneau Downtown Parking Code - Proposed Revisions

Hi Noel,

I'll be around all day except for a meeting at 10:00 our time. I am not the planner who worked on the original project so may be lacking some details, but happy to discuss and see how to approach next steps.

IMG
(907) 586-0753 press 2

From: Schweers, Noel <noel.schweers@morris.com>
Sent: Friday, May 21, 2021 2:57 AM
To: Irene Gallion <Irene.Gallion@juneau.org>
Subject: Re: Juneau Downtown Parking Code - Proposed Revisions

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

Irene:

Bob retired at the end of last year, so his email was forwarded to me to respond. I appreciate your efforts in getting this before the Planning Commission. However, due to the delay in our project and the issues related to COVID, we are in the process of reevaluating our plans for the property. If you are available sometime this morning (your time), I would like to discuss the situation with you. Is there a time that would be convenient?

Thanks.

Noel

J. Noel Schweers III
General Counsel
Morris Communications Company, LLC
725 Broad Street
Augusta GA 30901
Office: (706) 823-3492
Cell: (706) 825-3602
Fax: (706) 722-7125

NOTICE: This email and all attachments may contain confidential information and is intended solely for the named recipients. If you are not an intended recipient, your receipt of this email and its attachments may be the result of an inadvertent disclosure or unauthorized transmittal. In such event, please immediately DELETE and DESTROY all copies of the email and NOTIFY the above sender that you have received this email. Thank you.

From: Irene Gallion <Irene.Gallion@juneau.org>
Sent: Wednesday, May 19, 2021 1:39 PM
To: Schweers, Noel <noel.schweers@morris.com>
Subject: Juneau Downtown Parking Code - Proposed Revisions

Hello Mr. Kuhar,

I know you've been interested in pursuing development in Juneau, so wanted to let you know that our Planning Commission will be looking at proposed parking district changes at their meeting on May 25th. Proposed ideas include:

- 60% parking reduction in a downtown parking district.
- Waiver application in downtown (currently, downtown properties cannot pursue waivers).
- Continuing fee-in-lieu for the downtown area. Note that the fee is proposed at \$10,000 per space, and contrary to current code, there is no reduction for residential development.

The parking information is the second item on the Regular Agenda. <https://packet.cbjak.org/MeetingView.aspx?MeetingID=1494&MinutesMeetingID=-1&doctype=Agenda>

If interested you can watch it on Zoom.

This is the Commission's introduction to the changes proposed by the Title 49 Committee. They will be taking testimony.

Let me know if you have any questions,

Irene Gallion | Senior Planner

[Community Development Department](#) | City & Borough of Juneau, AK
Location: 230 S. Franklin Street | 4th Floor Marine View Building
Office: 907.586.0753
Our telephone system is changing. Beginning May 3rd I can be reached by dialing 586-0753, extension #2.
<image001.jpg>

Fostering excellence in development for this generation and the next.

Irene Gallion

From: David McCasland <davidmccasland907@gmail.com>
Sent: Tuesday, August 17, 2021 8:49 AM
To: Irene Gallion
Subject: Re: Downtown Parking - feedback

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

Hello Irene!

Thanks for the consideration, that's incredible nice of you. The definition seemed great. Can you please elaborate on what "zero parking" means?

In my opinion A private entity trying to start a new project shouldn't be hindered by "fees in Lou" I think the city should be promoting new development and the rehabilitation of the downtown area. I think every building should be brand new looking from 100 years ago.

Allowing developments to occur, allows money to flow through City through different business, taxes and contractors.

Just my thought. People can find parking and walk or take a cab.

David

On Tue, Aug 17, 2021 at 8:33 AM Irene Gallion <Irene.Gallion@juneau.org> wrote:

Hi Dave,

As you may recall, I am working with the Planning Commission's subcommittee on parking revisions for downtown.

Note that we are proposing zero parking for two downtown entities: Mobile Food Vendors and Seasonal Open Air Food Service. I suspect the latter is where Deckhand Dave's current establishment would fall.

The challenge is defining the two uses. Please take a look at the definitions below and let me know if you see any critical errors, or any modifications that would make common sense.

Mobile Food Vendor: A mobile food vendor is a type of food service that is located in a vehicle, trailer or cart and is capable of moving easily daily. Unless a push cart, these units must be capable of being licensed by the state as a motor vehicle, and can be moved without special conditions (such as a pilot car, flagging, or restricted hours of movement). Mobile units must completely retain their mobility at all times.

Seasonal Open Air Food Service: A seasonal open air food service is a type of food service located in a structure that does not have a permanent means of heat. (Note that woodstoves are not considered a

permanent means of heat by building code officials). The food service operates for 210 days or less. A zoning official can extend the operation period for cause, such as extended tourist season, community event, or emergency provisions.

Thanks!

Irene Gallion | Senior Planner

Community Development Department | City & Borough of Juneau, AK

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

Office: 907.586.0753 X2



Fostering excellence in development for this generation and the next.

Irene Gallion

From: Blake Rider <blake@rmces.com>
Sent: Sunday, October 17, 2021 4:54 PM
To: Irene Gallion
Subject: Re: Downtown Parking

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

Hi again, Irene!

I think this actually seems pretty good for us but we're not a mobile food vendor or open air *food* service company. I think the 210 days would work for us as long as it was inclusive of bars?

Thanks again!
Blake

On Tue, Aug 17, 2021 at 8:35 AM Irene Gallion <Irene.Gallion@juneau.org> wrote:

Hi Blake!

As you may recall, I am working with the Planning Commission's subcommittee on parking revisions for downtown.

Note that we are proposing zero parking for two downtown entities: Mobile Food Vendors and Seasonal Open Air Food Service. I suspect the latter is where Griz Bar would fall.

The challenge is defining the two uses. Please take a look at the definitions below and let me know if you see any critical errors, or any modifications that would make common sense. The main question I have is regarding your operations – I think you guys are operating year round?

Mobile Food Vendor: A mobile food vendor is a type of food service that is located in a vehicle, trailer or cart and is capable of moving easily daily. Unless a push cart, these units must be capable of being licensed by the state as a motor vehicle, and can be moved without special conditions (such as a pilot car, flagging, or restricted hours of movement). Mobile units must completely retain their mobility at all times.

Seasonal Open Air Food Service: A seasonal open air food service is a type of food service located in a structure that does not have a permanent means of heat. (Note that woodstoves are not considered a

permanent means of heat by building code officials). ~~The food service operates for 210 days or less.~~ A zoning official can extend the operation period for cause, such as extended tourist season, community event, or emergency provisions.

Thanks!

Irene Gallion | Senior Planner

Community Development Department | City & Borough of Juneau, AK

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

Office: 907.586.0753 X2



Fostering excellence in development for this generation and the next.



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

January 21, 2022

MEMO

From: Irene Gallion, Senior Planner

A handwritten signature in black ink, appearing to read 'Irene Gallion', is positioned to the right of the 'From:' line.

To: Michael Levine, Chair

Through: Jill Maclean, AICP, Director

Case Number: AME2021 0003 Parking Revisions

RE: Friday packet materials in advance of the January 25, 2022 Regular Planning Commission Meeting

Attached in this packet are two documents.

- **ATT A,C,D,E** – This is the draft ordinance for
 - Proposed Parking Code: 49.40 Article II (**Attachment page 1**)
 - Proposed modification to Convenience Store Standards for consistency with proposed reductions in required off-street parking in the TCPA [CBJ 49.65.530, **Attachment Page 15**].
 - Proposed definitions, including “mobile food vendor” and “open air food service” [CBJ 49.80.120, **Attachment page 17**].
 - Proposed fees for off-street parking waiver and fee-in-lieu. Housekeeping modification to clarify Public Notice Sign Fee from Commercial Sign Permit [CBJ 49.85.100, **Attachment page 18**].
- **ADDITIONAL MATERIALS** – An Ordinance Amending the Street Vending Requirements of Title 62 Regarding Parking. This is support documentation for the issue discussed on page 9 of your packet.

Presented by:
Presented:
Drafted by:

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2022-04 vPC1

**An Ordinance Amending the Parking Requirements of the Land Use Code,
Title 49.**

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 Section. CBJ 49.40 Parking and Traffic, Article II Parking and Loading, is repealed and reenacted to read:

ARTICLE II: PARKING AND LOADING

49.40.200 General Applicability

Off-street parking spaces for automobiles must be provided in accordance with the requirements set forth in this chapter at the time any structure is erected, expanded, or when there is a change in the principal use.

(a) **No Parking Required Area.** The lots within the area bound by Gastineau Avenue, Second Street, Seward Street, Egan Drive, Ferry Way, South Franklin Street, and Layton Way and specifically depicted in the “No Parking Required Area” of Ordinance 2022-04 are excluded from the parking requirements of this chapter. No additional parking is required for development in this area.

- 1
- 2 (b) *Developer responsibility.* Developer must submit documentation to demonstrate that
- 3 applicable parking code requirements have been met, in conformance with this chapter.
- 4 (c) *Owner/occupant responsibility.* The provision and maintenance of off-street parking
- 5 and loading spaces required in this chapter is a continuing obligation and joint responsibility of
- 6 the owner and occupants.
- 7 (d) *Determination.* The determination of whether these requirements are met, with or
- 8 without conditions, and deemed necessary for consistency with this title, must be made by the
- 9 Director for minor development and; the Commission for major development; and the
- 10 Commission if the development application relates to a series of applications for minor
- 11 developments that, taken together, constitute major development, as determined by the
- 12 Director.
- 13 (e) *Expansion.* In cases of expansion of a structure on or after the effective date of
- 14 Ordinance 2022-04,
- 15
 - 16 (1) The number of additional off-street parking spaces required must be based on the
 - 17 gross floor area added.
 - 18 (2) No additional parking spaces are required if the additional spaces would amount to
 - 19 less than ten percent of the total required for the development and amount to two or
 - 20 less_spaces.
 - 21 (3) For phased expansion, the required off-street parking spaces is the amount required
 - 22 for the completed development, as determined by the Director.
 - 23
- 24 (f) *Change in use.* In cases of a change in use on or after the effective date of Ordinance
- 25 2022-04, the number of spaces required will be based on this chapter.

(g) *Replacement and reconstruction of certain nonconforming structures.* Off-street parking requirements for the replacement and reconstruction of certain nonconforming structures in residential districts must be governed by chapter 49.30.

(h) *Mixed occupancy.* Mixed occupancy is when two or more of the parking uses in 49.40.210 share the same lot(s). For mixed occupancy, the total requirement for off-street parking facilities is the sum of the requirements for the several uses computed separately.

(i) *Uses not specified.* The requirements for off-street parking in 49.20.320 are based on the requirements for the most comparable use specified, as determined by the Director for minor development or by the Commission for major development.

(j) *Location.* Off-street parking facilities must be located as provided in this chapter. If a distance is specified, such distance is the walking distance measured from the nearest point of the parking facility to the nearest point of the building it is required to serve. Off-street parking facilities for:

- (1) Single-family dwellings and duplexes must be on the same lot as the building served;
- (2) Multifamily dwellings may not be more than 100 feet distant, unless compliant with section 49.40.215; and
- (3) Uses other than those specified above, may be not more than 500 feet distant, unless compliant with section 49.40.215.

(k) *Off-street parking requirements for a lot accessible by air or water only.* Off-street parking requirements do not apply to a lot if it is accessible only by air or water. If the Director determines that public access by automobile to the lot later becomes physically available, the

owner of the property must be given notice and within one year must provide the required off-street parking.

(l) *Town Center Parking Area.* The Town Center Parking Area, as depicted in Ordinance 2022-04 is adopted.

49.40.210 Number of Off-Street Parking Spaces Required

(a) *General.* The minimum number of off-street parking spaces required must be as set forth in the following table. The number of spaces must be calculated to the nearest whole number:

Use	Spaces Required in All Other Areas	Spaces Required in Town Center Parking Area
Single-family and duplex	2 per each dwelling unit	1 per each dwelling unit
Multifamily units	1.0 per one bedroom unit	0.4 per one bedroom unit
	1.5 per two bedroom unit	0.6 per two bedroom unit
	2.0 per three or more bedroom unit	0.8 per three or more bedroom unit
Roominghouse, boardinghouse, single-room occupancies with shared facilities, bed and breakfast, halfway house, and group home	1 per 2 bedrooms	1 per 5 bedrooms
Single-room occupancies with private facilities	1 per each single-room occupancy plus 1 additional per each increment of four single-room occupancies with private facilities	1 per 5 single-room occupancies, plus 1 per each increment of ten single-room occupancies with private facilities.
Accessory apartment	1	0 per each unit
Motel	1 per each unit in the motel	1 per each 12 units in the motel
Hotel	1 per each four units	1 per each 12 units
Hospital and nursing home	2 per bed OR one per 400 square feet of gross floor area	2 per bed OR one per 400 square feet of gross floor area
Senior housing	0.6 parking spaces per dwelling unit, plus 1 guest parking space for each 10 units, plus 0.05 employee parking spaces per unit.	1 per four dwelling units, plus 1 guest parking spaces per 10 units, plus 0.05 employee parking spaces per unit.
Assisted living facility	0.4 parking spaces per maximum number of residents	0.4 parking spaces per maximum number of residents

Use	Spaces Required in All Other Areas	Spaces Required in Town Center Parking Area
Sobering center	1 parking space per 12 beds, plus 1 visitor parking space	1 parking space, plus 1 visitor parking space
Theater	1 for each four seats	1 for each 10 seats
Church, auditorium, and similar enclosed places of assembly	1 for each four seats in the auditorium	1 for each 10 seats in the auditorium
Bowling alley	3 per alley	1.2 per alley
Bank, office, retail commercial, salon and spa	1 per 300 square feet of gross floor area	1 per 750 square feet of gross floor area
Medical or dental clinic	1 per 200 square feet of gross floor area	1 per 400 square feet of gross floor area
Funeral Home	1 per six seats based on maximum seating capacity in main auditorium	1 per 15 seats based on maximum seating capacity in main auditorium
Warehouse, storage, and wholesale businesses	1 per 1,000 square feet of gross floor area	1 per 2,500 square feet of gross floor area
Restaurant and alcoholic beverage dispensary	1 per 200 square feet of gross floor area	1 per 750 square feet of gross floor area
Swimming pool serving general public	1 per four persons based on pool capacity	1 per 10 persons based on pool capacity
Shopping center and mall	1 per 300 square feet of gross leasable floor area	1 per 750 square feet of gross floor area
Convenience store	49.65 Article V	1 per 750 square feet of gross floor area
Watercraft moorage	1 per three moorage stalls	2 per 15 moorage stalls
Manufacturing uses; research, testing and processing, assembling, industry	1 per 1,000 square feet gross floor area except that office space must provide parking as required for offices	1 per 2,500 square feet gross floor area except that office space must provide parking as provided for offices.
Library and museum	1 per 600 square feet gross floor area	1 per 1,500 square feet of gross floor area
School, elementary	2 per classroom	2 per classroom
Middle school or junior high	1.5 per classroom	1.5 per classroom
High school	A minimum of 15 spaces per school; where auditorium or general assembly area is available, one per four seats; one additional space per classroom	A minimum of 15 spaces per school; where auditorium or general assembly area is available, one per four seats; one additional space per classroom

(b) *Accessible parking spaces.* Accessible parking spaces must be provided as part of the required off-street parking spaces, according to the following table (Table 49.40.210(b)). Except,

Accessible parking spaces are not required for residential uses that require fewer than ten parking spaces and no visitor parking spaces.

Table 49.40.210(b)	
Total Parking Spaces in Lot	Required Minimum Number of Accessible Parking Spaces
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1,000	2 percent of total spaces
1,001 and over	20 plus 1 space for each 100 spaces over 1100 total spaces in lot

(c) *Facility loading spaces.* In addition to the required off-street parking requirements, a development must provide loading spaces as set forth in the following table:

	Gross Floor Area in Square Feet		
Use	All other areas	Town Center Parking District	Loading Space Required
Motels and hotels	5,000—29,999	6,000-60,000	One
	30,000—60,000		Two
	Each additional 30,000	Each additional 30,000	One
Commercial	5,000—24,999	6,000-50,000	One

	Gross Floor Area in Square Feet		
Use	All other areas	Town Center Parking District	Loading Space Required
	25,000—50,000		Two
	Each additional 30,000	Each additional 30,000	One
Industrial, manufacturing, warehousing, storage, and processing	5,000—24,999	6,000-50,000	One
	25,000—50,000		Two
	Each additional 30,000	Each additional 30,000	One
Hospital	5,000—40,000	6,000-40,000	One
	Each additional 40,000	Each additional 40,000	One
School	For every two school buses		One
Home for the aged, convalescent home, correctional institution	More than 25 beds		One

49.40.215 Parking Alternatives

A developer may apply for one or more parking alternatives. Parking alternatives may be combined with approved reductions. The developer must present to the Director a written instrument, proposed by the parties concerned, providing for joint use of off-street parking facilities. Upon approval by the Director, such instrument must be recorded by the developer and documentation of recording provided to the Director.

(a) *Loading spaces off-site.* The required loading space(s) may be met by an alternative private off-site loading parking space, if the alternate space is determined by the Director to be of adequate capacity and proximity. In no case will the distance exceed standards established in 49.40.200(i).

(b) *Joint use.* Joint use occurs when the same off-street parking space is used to meet the parking requirement of different uses at different times. Joint use of off-street parking spaces may be authorized when the developer demonstrates there is no substantial conflict in the principal operating hours of the structures and uses involved and subject to the following requirements:

(1) Any structure or use sharing the off-street parking facilities of another structure or use must be located within 500 feet of such parking facilities, unless a lesser radius is identified in this chapter. A developer may apply to provide off-street parking in an area greater than 500 feet distant, if approved by the Commission.

(2) The developer demonstrates with appropriate analysis or data that there is no substantial conflict in the principal operating hours of the structures or users for which joint use of off-street parking facilities is proposed; and

49.40.220 Parking Reductions

Developer may apply for one or more parking reductions. Accessible parking spaces must not be reduced and must be provided in accordance with subsection 49.40.210(b). Loading spaces must not be reduced and must be provided in accordance with subsection 49.40.210(c).

(a) *Parking waivers.* The required number of parking spaces required by this chapter may be reduced if the requirements of this section are met.

- (1) *Standards.* Any waiver granted under this section must be in writing and must include the following required findings and any conditions, such as public amenities, imposed by the Director or Commission that are consistent with the purpose of this title:

 - (A) The effect of granting a waiver would result in more benefits than detriments to the neighboring area and community as a whole as identified by the comprehensive plan; and
 - (B) The effect of granting a waiver will not materially endanger public health, safety, or welfare.
- (2) *Relevant information.* The following information may be relevant for the Director or Commission's review:

 - (A) Analysis or data relevant to the intended use and related parking demands.
 - (B) Provision for alternative transportation.
 - (C) Traffic mitigation measures supported by industry standards.
 - (D) Bicycle and pedestrian amenities.
- (3) *Applications.* Applications for parking waivers must be on a form specified by the Director and must be accompanied by a one-time fee as provided in 49.85.
- (4) *Public notice.* The Director must mail notice of any complete parking waiver application to the owners of record of property located within a 250-foot radius of the site seeking the waiver. If the parking waiver application is filed in conjunction with a major development permit, notice of both applications should be made concurrently in accordance with CBJ 49.15.230.
- (5) *Expiration.* An approved parking waiver expires upon a change in use.

(b) *Town Center Parking Area, Fee-In-Lieu of off-street parking spaces.* In the Town Center Parking Area, a developer may pay a one-time fee in lieu of providing off-street parking spaces to satisfy the minimum parking requirements of this chapter. Fee in lieu can be used in any combination with other parking provisions of this chapter. Any fee in lieu due must be paid in full prior to the issuance of a temporary certificate of occupancy.

49.40.225 Dimensions and signage for Required Off-Street Parking Spaces.

(a) *Standard spaces.*

- (1) Except as provided in this section, each standard parking space must consist of a generally rectangular area at least 8½ feet by 17 feet. Lines demarcating parking spaces may be drawn at any angle to curbs or aisles so long as the parking spaces so created contain within them the rectangular area required by this section.
- (2) Spaces parallel to the curb must be no less than 22 feet by 6½ feet.

(b) *Accessible spaces.*

- (1) Each accessible parking space must consist of a generally rectangular area at least 13 feet by 17 feet, including an access aisle of at least 5 feet by 17 feet. Two accessible parking spaces may share a common access aisle.
- (2) One in every eight accessible parking spaces, but not less than one, must be served by an access aisle with a width of at least eight feet and must be designated "van-accessible."
- (3) Accessible parking spaces must be designated as reserved by a sign showing the symbol of accessibility. "Van-accessible" parking spaces must have an additional sign designating the parking space as "van-accessible" mounted below the symbol of

accessibility. A sign must be located so it cannot be obscured by a vehicle parked in the space.

- (4) Access aisles for accessible parking spaces must be located on the shortest accessible route of travel from parking area to an accessible entrance.

(c) *Facility loading spaces.*

- (1) Each off-street loading space must be not less than 30 feet by 12 feet, must have an unobstructed height of 14 feet 6 inches, and must be permanently available for loading.

49.40.230 Parking area and site circulation review procedures.

(a) *Purpose.* The purpose of these review procedures is to ensure that proposed parking and related site access areas provide for adequate vehicular and pedestrian access and circulation; that parking spaces are usable, safe, and conveniently arranged; that sufficient consideration has been given to off-street loading and unloading; and that the parking area will be properly drained, lighted, and landscaped.

(b) *Plan submittal.* Development applications must include plans for parking and loading spaces. Major development applications must include plans prepared by a professional engineer or architect. These plans may be part of a plan submission prepared in conjunction with the required review of another aspect of the proposed development.

- (1) *Contents.* The plans must contain the following information:

- (A) Parking and loading space plans drawn to scale and adequate to show clearly the circulation pattern and parking area function;

- (B) Existing and proposed parking and loading spaces with dimensions, traffic patterns, access aisles, and curb radii;

- (C) Improvements including roads, curbs, bumpers and sidewalks indicated with cross sections, designs, details, and dimensions;
- (D) A parking schedule indicating the number of parking spaces required, the number provided, and how such calculations were determined;
- (E) Topography showing existing and proposed contour intervals; and
- (F) Landscaping, lighting and sign details, if not provided in conjunction with the required review of another aspect of the proposed development.

(2) *Waiver of information.* The director may waive submission of any required exhibits.

(c) *Review procedure.* Plans must be reviewed and approved according to the procedures of this chapter and chapter 49.15.

(d) *Public improvements required.* As a condition of plan approval, the department may require a bond approved as to form by the city attorney for the purpose of ensuring the installation of off-site public improvements. As a condition of plan approval, the applicant is required to pay the cost of providing reasonable and necessary public improvements located outside the property limits of the development but necessitated by construction or improvements within such development.

49.40.230 - Parking and circulation standards.

(a) *Purpose.* Provisions for pedestrian and vehicular traffic movement within and adjacent to the site must address layout of parking areas, off-street loading and unloading needs, and the movement of people, goods, and vehicles from access roads, within the site, and between buildings and vehicles. Parking areas must be landscaped and must feature safely-arranged parking spaces.

(b) *Off-street parking and loading spaces; design standards.*

- (1) Access. There must be adequate ingress and egress from parking spaces. The required width of access drives for driveways must be determined as part of plan review depending on use, topography and similar considerations.
- (2) Size of aisles. The width of aisles providing direct access to individual parking stalls must be in accordance with the following table. Other angles may be approved by the Director that satisfy the needs of this chapter.

Parking Angle	0°	30°	45°	60°	90°
One-way traffic aisle width	13'	11'	13'	18'	24'
Two-way traffic aisle width	19'	20'	21'	23'	24'

- (3) Location in different zones. No access drive, driveway or other means of ingress or egress may be located in any residential zone if it provides access to uses other than those permitted in such residential zone.
- (4) Sidewalks and curbing. Sidewalks must be provided with a minimum width of four feet of passable area and must be raised six inches or more above the parking area except when crossing streets or driveways. Guardrails and wheel stops permanently anchored to the ground must be provided in appropriate locations. Parked vehicles must not overhang or extend over sidewalk areas, unless an additional sidewalk width of two feet is provided to accommodate such overhang.
- (5) Stacked parking. Stacked parking spaces may only be counted as required parking spaces for single-family residences, duplexes, and as otherwise specified for specific

uses. In the case of single-family residences and duplexes with or without accessory uses and child care homes in a residential district, only a single parking space per dwelling unit may be a stacked parking space.

- (6) Back-out parking. Parking space aisles must provide adequate space for turning and maneuvering on-site to prevent back-out parking onto a right-of-way. If the Director or the Commission, when the Commission has authority, determines back-out parking would not unreasonably interfere with the public health and safety of the parking space aisles and adjacent right-of-way traffic, back-out parking is allowed in the following circumstance:

- (A) In the case of single-family dwellings and duplexes with or without accessory uses located in residential and rural reserve zoning districts;
- (B) Where the right-of-way is an alley; or
- (C) In the case of a child care home in a residential district.

(c) *Drainage.*

- (1) Parking areas must be suitably drained.
- (2) Off-site drainage facilities and structures requiring expansion, modification, or reconstruction in part or in whole as the result of the proposed development must be subject to off-site improvement requirements and standards as established by the city.

(d) *Lighting.* Parking areas must be suitably lighted. Lighting fixtures must be "full cutoff" styles that direct light only onto the subject parcel.

(e) *Markings and access.* Parking stalls, driveways, aisles and emergency access areas and routes must be clearly marked.

(f) *General circulation and parking design.*

- (1) Parking space allocations must be oriented to specific buildings. Parking areas must be linked by walkways to the buildings they serve.
- (2) Where pedestrians must cross service roads or access roads to reach parking areas, crosswalks must be clearly designated by pavement markings or signs. Crosswalk surfaces must be raised slightly to designate them to drivers, unless drainage problems would result.

Section 3. Amendment of Section. CBJ 49.65.530 Standards, is amended to read:

49.65.530 Standards.

- (a) Stores may be approved in each of the areas shown on the convenience store use area maps A—B.
- (b) Video rentals, a laundromat, and an automatic teller machine may be permitted as accessory uses. Automobile fuel sales may be permitted as an accessory use in locations with adequate space for queuing. The retail area for liquor sales may occupy no more than 50 percent of the gross floor area. Automotive service and exterior merchandising shall not be permitted. Drive-up window service may be permitted only if vehicle queues will not extend into adjacent streets.
- (c) Except as authorized by the bonus provisions of this article, gross floor area shall be limited to 3,000 square feet.
- (d) Vehicle access must be directly from an arterial or collector, and not from a local street.

(e) Height shall be limited to one story except that a second story may be allowed for residential use and for accessory office and storage uses, provided that any storage use must relate directly to the primary permitted use.

(f) The site perimeter and parking area shall be landscaped and screened with live material installed within ten months of the date of final construction permit approval or issuance of a certificate of occupancy, whichever is the later. The Commission may authorize on any bond or other security or collateral required pursuant to CBJ 49.15.330(g)(5) a provision specifying that the bond shall be forfeit if landscaping is not complete by the time required or if any plants dying within one year of installation are not replaced. Development abutting a lot zoned for residential use shall include landscaped strips or landscape boxes at least five feet wide unless the applicant demonstrates that a narrower landscape strip meets the intent of this section. The strips shall be covered with ground cover and shall be maintained throughout the year such that:

- (1) On a property line shared with the residential lot the strip shall include a continuous shrub screen, fence, or both, six feet high and 95% opaque. The screen shall include one tree at least six feet high at installation per 30 lineal feet;
- (2) On a property line adjacent to a street the strip shall include a continuous low shrub screen on a berm or other raised facility which is at least five feet wide, landscaped at a slope not greater than the natural angle of repose, and consistent with sight distance requirements for vehicle egress. The strip width may be reduced to not less than 18 inches to accommodate planter boxes and sight obscuring fences. The screen shall include one tree per 30 lineal feet;

(3) On all other property lines except those along driveways the strip shall include a continuous low shrub screen with one tree per 30 lineal feet at least six feet high at installation.

(g) The minimum off-street parking requirement shall be one space per 250 square feet of gross floor area outside of the Town Center Parking Area.

(h) Exterior bear-resistant public litter cans shall be provided.

(i) The exterior building appearance, including siding, roof line, windows, paint colors and building massing shall be compatible on all sides with surrounding uses.

(j) Exterior lighting may not shed light or glare above the roofline of the building or beyond the property line of the site.

(k) The building shall be set back from any property line shared with a residentially zoned parcel by a distance of 20 feet or the distance required by the underlying zoning district, whichever is greater.

(l) No more than 80 percent of the lot shall be covered by an impervious surface.

(m) The layout of the store shall provide for views from the cash register of bicycle racks, telephones, seating areas, and other exterior public amenities.

(n) The parking lot shall be paved and striped with spaces and a circulation pattern.

(o) Headlight glare shall not be permitted onto residentially-zoned lots adjacent to the site.

(p) Liquor sales shall not be permitted from drive-in window(s).

Section 4. Amendment of Section. CBJ 49.80.120 Definitions, is amended to include the following new definitions in alphabetical order, to read:

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:

...

Mobile food vendor means a type of food service that is located in a vehicle, trailer or cart and is capable of moving easily daily. Unless a push cart, these units must be capable of being licensed by the state as a motor vehicle, and can be moved without special conditions (such as a pilot car, flagging, or restricted hours of movement). Mobile units must completely retain their mobility at all times.

...

Open air food service means a food service located in a structure or area that does not have a permanent means of heat. (Note that woodstoves are not considered a permanent means of heat by the building code official). . The director can extend the operation period for cause, such as extended tourist season, community event, or emergency provisions.

...

Section 5. Amendment of Section. Section 49.85.100 is amended to read:

49.85.100 Generally.

Processing fees are established for each development, platting and other land use action in accordance with the following schedule. If a public notice sign is required by the Director, the fee is \$150 for the first sign, and \$25 for each additional sign. \$100 of the sign fee can be refunded if the sign is returned within two (2) weeks of the decision being issued.

...

(21) Parking waiver, \$400. If the application is filed in conjunction with a major development permit the fee shall be reduced by 20 percent.

(22) Fee in lieu, \$10,000 per off-street parking space required.

Section 6. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this _____ day of _____, 2022.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Presented:
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2022-11

**An Ordinance Amending the Street Vending Requirements of Title 62
Regarding Parking.**

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 Section. CBJC 62.10.050(e) is amended to read:

62.10.050 Street vending; permit required.

...

(e) Vending carts and vending vehicles may not be located in any on-street vehicle parking space in the No Parking Requirement Area (NPRA) ~~PD-2 zoning~~ parking district. Carts and vehicles with a valid permit may park in a single space within the Town Center Parking Area ~~PD-1 zoning~~ parking district or outside the NPRA ~~PD-2 zoning~~ parking district. The manager may place additional parking and location restrictions on a permit if the manager determines that the size, location and operation of the cart or vehicle will create a safety hazard. Overnight parking is prohibited.

...

Section 3. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this _____ day of _____, 2022.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Ord 2022-04 Amendment _____ (via Assemblymember Bryson)

Motion: I move to amend Ordinance 2022-04 as follows (two parts), which would extend the No Parking Required Area down South Franklin about two blocks:

1. Amend 42.40.200(a)(2), lines 7-12 of page 2 of the ordinance:
 “(2) *No Parking Required Area*. The No Parking Required Area, as depicted in Ordinance 2022-04 is adopted. The lots within the area bound by Gastineau Avenue, Second Street, Seward Street, Gastineau Channel ~~Egan Drive, Ferry Way~~, 490 South Franklin Street, and Layton Way are excluded from the parking requirements of this chapter. No additional parking is required for development in this area.”
2. Amend Exhibit A of Ordinance as depicted in the “Bryson Amendment”

AME20210003

