

**ASSEMBLY STANDING COMMITTEE
COMMITTEE OF THE WHOLE
THE CITY AND BOROUGH OF JUNEAU, ALASKA**
June 22, 2015, 6:00 PM.
City Hall Assembly Chambers

Assembly Worksession - No Public Testimony

I. ROLL CALL

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

- A. June 1, 2015 Committee of the Whole Minutes

IV. AGENDA TOPICS

- A. 2014 Juneau Police Department Annual Report
- B. Juneau School District Major Maintenance Funding
- C. Airport General Obligation Bonds
- D. Capital Transit Update
- E. Title 49 Land Use Code - Revisions Proposed by the Planning Commission regarding Subdivisions

V. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 72 hours prior to any meeting so arrangements can be made to have a sign language interpreter present or an audiotape containing the Assembly's agenda made available. 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
THE CITY AND BOROUGH OF JUNEAU, ALASKA
MINUTES**

June 1, 2015, 6:00 PM.
City Hall Assembly Chambers

Assembly Worksession - No Public Testimony

I. ROLL CALL

Deputy Mayor Mary Becker called the meeting to order at 6:00 p.m. in the Assembly Chambers.

Assemblymembers Present: Mary Becker, Karen Crane, Maria Gladziszewski, Loren Jones, Jesse Kiehl, Jerry Nankervis, Merrill Sanford, Kate Troll and Debbie White.

Assemblymembers Absent: None.

Staff present: Rob Steedle, Deputy City Manager; Laurie Sica, Municipal Clerk; Mila Cosgrove, HRRM Director; Jennifer Mannix, Risk Management Officer; Jess Brown, Wellness Coordinator; Bryce Johnson, Police Chief, Hal Hart, Community Development Director.

II. APPROVAL OF AGENDA

Hearing no objection, the agenda was approved as presented.

III. APPROVAL OF MINUTES

A. May 4, 2015 Committee of the Whole Minutes

Hearing no objection, the minutes were approved with non-substantive changes provided to the clerk.

IV. AGENDA TOPICS

A. National Safety Month Proclamation

Mayor Sanford proclaimed the month of June as National Safety Month in Juneau and read the proclamation. He presented the proclamation, on behalf of the Assembly, to Mila Cosgrove, HRRM Director.

B. Safety Month - Risk Management Presentation

Ms. Cosgrove said that National Safety Month was the genesis of this presentation. She introduced Jennifer Mannix, Risk Management Officer and Jess Brown, Wellness Coordinator.

The Risk Management budget is funded through CBJ, Bartlett and the School District. Ms. Cosgrove provided an overview of the Risk Management (RM) Budget. The RM program is a combination of self-insurance for health benefits, general and auto liability, employment practices and workers compensation and fully insured for property and special policies, including the Airport, Docks and Harbors, Bartlett Hospital and Eaglecrest.

Ms. Mannix said that health benefits made up 75% of the budget and it covers 828 CBJ and BRH employees/2000 covered lives. The risk fund pays for most of the health insurance claims. She

said the CBJ claim trend was lower than average. Healthcare costs increase annually. The average age of life covered at CBJ is higher than average, in the 40-60 year group, and this group tends to "cost more."

Ms. Cosgrove said that in 2018 a new Affordable Care Act excise tax will apply and employers for self funded plans will have to pay 40% excise tax on the aggregate value of the portion of employer sponsored insurance in excess of thresholds, which in 2018 for employees would be \$10,200 for single coverage and \$27,500 for family coverage. A health benefit consultant has estimated that at a 2% trend in cost increases over time, the estimated tax in 2018 would be \$1.06 million. To address this cost, staff was planning design changes to lower costs, maintain or lower costs overall when possible and continuing to track lobbying efforts to amend the excise tax legislation.

Ms. Crane said that NACO was addressing this issue, and she spoke to the legislative delegation about the disparity in costs to provide the service from state to state. Mr. Kiehl asked how far from the family plans was CBJ from hitting the threshold. Ms. Cosgrove said it depended on how fast the trend increased, and if it stayed at about 2% we could stay under that for some time, perhaps in to the 2020's. Ms. Cosgrove said they would encourage smart consumerism, promote the 24 hour nurse line, alert people to the need for prior authorization for medical claims, encourage use of generics when available, and continue to promote the wellness program.

Ms. Brown said that chronic disease was a largest driver of health care costs and most of the diseases such as heart disease, stroke, cancer, diabetes, arthritis, obesity and respiratory disorders were preventable. 35% of the users drove 80% of the costs. The goals of her program were to promote prevention, wellness and less on intervention. They also try to bring in non-utilizers of health benefits that are in the program to get them to be aware of what they can do to get and stay healthy. Ms. Brown said that 21% of the covered lives were spouses and they were reaching out to spouses to get them the information about the wellness program.

Ms. Becker and Ms. Crane asked about the charge on their Assembly checks for the wellness program and said that they had not heard about the activities available. Ms. Cosgrove said she would investigate that.

Ms. Mannix spoke about the property / casualty program which included property insurance, liability insurance and workers compensation for Bartlett, JSD and CBJ. She said that CBJ had a good claims history. She worked with a broker in Seattle to leverage the good claim history to keep the cost of insurance low. She evaluates the risk for every contract that was worked through the law department for risks and try to transfer the risks to contractors when appropriate. Capital Transit had a sizeable exposure and a large percentage of claims were from wastewater (sewer backups/old infrastructure). In 2011 a bus camera system was installed which has helped to evaluate personal injury claims on the bus. Mayor Sanford asked if the cameras could be used to enforce behavior on the bus and Chief Johnson said yes.

Mr. Kiehl asked how the property was valued. Ms. Mannix said a close look was taken with the insurance company and broker and it was determined that CBJ property values were a little low - they had been working on accuracy for this. She said the effort was done building by building and the newer construction was easier - they look at the larger pieces. Ms. Cosgrove said the cost of replacement was a big driver to know what the out of cost expenses would be in the case of a catastrophic event.

Mayor Sanford asked RM if they had a list of all CBJ properties. Ms. Mannix said yes and Mayor Sanford said that was a good start for the asset management program. Mayor Sanford asked Mr. Steedle to look into whether this was a way to approach asset management.

Ms. Mannix said CBJ was lower in claims cost per payroll for workers compensation than many cities in Alaska. For workers comp mitigation - greater emphasis on return to work programs and light duty, as these programs will motivate and assist people get back to their regular work. She said there were lots of efforts to send out messaging on safety.

Ms. Crane said the figures for the FY14 Property/Casualty program looked low for Eaglecrest and BRH. Ms. Mannix said the broker would let CBJ know if it was low, and felt that CBJ was adequately covered now.

Ms. Becker asked about FY14 School District claims - and Ms. Mannix said the claims were fairly low cost but high frequency at the school district. They spoke frequently with the district about safety.

Ms. Troll asked if steps taken to improve the sewer system could be tracked to lower cost of claims and suggested that would be good to track. Ms. Mannix said that she was working out a new reporting mechanism that will include better tracking of claims.

Ms. Becker thanked the staff for their presentation and materials.

C. Assembly Direction on Community Planning Efforts

Mr. Steedle said that staff was seeking direction from the Assembly to determine how best to spend the limited staff time of the Community Development Department for planning efforts, and that Lemon Creek had been on the list for some time, but the downtown area was a recent topic of discussion. Staff could not do both areas at once, so was seeking Assembly direction.

The Assemblymembers all took turns asking questions of Hal Hart, Community Development Director, and sharing their thoughts on the matter. The large number of ongoing projects in the downtown area, the goals and strategies outlined in the Juneau Economic Plan, and the large number of interested groups and private property owners currently interested and moving on development ideas were balanced with the issues of residential and industrial development in Lemon Creek, the landfill, gravel extraction, a new Housing First project, and a search for industrial land for marijuana growing operations, that would present challenges in the Lemon Creek area. The Assembly discussed timing of the plans and that Lemon Creek area had been on the list for some time waiting attention.

MOTION, by Gladziszewski, to make Lemon Creek the focus of the next CDD planning effort, to be followed by the downtown area planning. Hearing no objection, it was so ordered.

D. Parking Update

Mr. Steedle said a consultant was hired and has provided a parking management report for staff and the Assembly to consider. The report said that CBJ was on the right track with on street meters, unfortunately the vendor was not successful. The report also suggested that two hours of free parking was excessive with such a limited resource of on street parking, and recommended reducing that. He disagreed with that conclusion and thought the two hour parking had worked well for CBJ. Mr. Steedle asked the Assembly about the level of interest in finding out more about outsourcing parking, to include management of on street and garage parking, similar to the way the lot at the airport had been managed.

Ms. Crane said she did not see a recommendation from Walker Consultants to outsource parking. Mr. Steedle said that was correct, but there was considerable discussion between Walker and CBJ staff to this effect. We would be a long way off to say we could determine how it would affect our costs of doing business and our revenue. He said Walker was neutral regarding in house or outsourcing. Walker had estimates of what they thought the costs would be and it was a policy call for the Assembly. Mr. Steedle said outsourcing would be done only in the parking management zone.

Ms. Becker asked how the parking meters would be purchased and paid for with an outsourced vendor. Mr. Steedle said the vendor would install their system and provide CBJ a portion of the revenue.

Mayor Sanford asked Mr. Steedle that if the assembly wanted to have staff investigate outsourcing, if information would be brought back to the Assembly at a future date for further consideration regarding the efficacy of such a program. Mr. Steedle said yes.

The Assembly asked further questions of Mr. Steedle and took turns sharing their thoughts on studying the outsourcing of parking management. An informal poll found three members interested in having staff do more research on the matter, and six opposed to spending any more time on the topic.

Ms. Crane said she had a number of questions about the study. Ms. Becker asked members to forward questions to the manager and for his to response, and he would report back to the entire group so all had the information.

Ms. Gladyszewski said she would support reducing free parking to 90 minutes to increase turnover.

E. Social Services Advisory Board Discussion

Mr. Jones, Chair of the Human Resources Committee (HRC), said that last year there were concerns about the operations of the Social Services Advisory Board (SSAB) and the priorities, the RFP, and the issuance of the grants and reporting. He attended several SSAB meetings and brought forward concerns to the HRC, which met with SSAB and some providers, to hear their needs and concerns, how they were supported or not by CBJ staff, and HRC put out a general invitation to the providers/grantees, to hear what could be better or improved. HRC heard a consensus that the SSAB was not functioning well, and we looked at their charge. At the same time, the Juneau Community Foundation (JCF) was facilitating the issuance of the Hope Grants, and they would be very similar to the CBJ grants. Their first year grants were due to expire at the same time CBJ's two-year grants would. He proposed disbanding the SSAB, taking the CBJ grant dollars and contracting with JCF to manage the money, do the RFP, monitor the grants, and set the reporting requirements. He spoke with the chair of JCF, the Executive Director of the United Way, to providers and to the HRC. He said there was synergy in putting the dollars out to the same providers from a single place to apply with a single application and with a streamlining of the process. JCF met in April and the chair said they were interested and would continue to explore the matter. JCF had some concerns about their operations and would like to discuss any encumbrances from the CBJ. CBJ may also have some concerns about flexibility, and the concerns and how the priorities match up should be discussed. Mr. Jones proposed that the JCF Executive director would get a committee of the JCF board to meet with the CBJ Manager and an Assemblymember to discuss and determine if there was a way to move forward. He wanted to know if the Assembly had concerns about this idea, if there were specific issues to address and he asked for concurrence from the committee to have Ms. Crane represent the Assembly with the City Manager in discussions, as he would be out of town for a significant time during the summer. He would like to see any contract with JCF to be in place by January 1, so that the two year grants could be issued in March 2016. Otherwise, he said the Assembly should discuss reconstituting and/or abolishing the SSAB. The manager needed instruction from the full Assembly on this matter.

The Assembly considered the matter and discussion included the topics of community involvement, the grant process, public funds going to a private foundation, the timelines of granting and reporting, whether CBJ and JCF shared goals and objectives for the grants, what the potential administrative costs would be whether grants were managed by JCF or CBJ, and the makeup of the Boards and the staffing levels.

***MOTION**, by Sanford, to forward the recommendation of the HRC, and to look into the possibility of working with JCF on the SSAB's granting program for social service providers. Hearing no objection, it was so ordered.*

V. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

Mr. Jones commented about the new senior sales tax card and the need to let everyone know, including CBJ bus drivers, that the new cards were being issued and used.

Ms. Crane suggested more publicity and a card issuing location be set up in the valley.

VI. ADJOURNMENT

There being no further business to come before the committee, the meeting adjourned at 8:25 p.m.

Submitted by Laurie Sica, Municipal Clerk



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2015 Annual Report

Review of 2014

In partnership with the people of Juneau, our mission is to make our city a place where people can live safely and without fear.

Juneau Police Department 2015 Annual Report

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A Message from Police Chief Bryce Johnson



I am very pleased to present the 2015 Juneau Police Department Annual Report. The 2015 Annual Report will highlight the general crime trends of the City and Borough of Juneau and significant accomplishments and milestones of Juneau Police Department employees.

For the fourth year in a row since its peak in 2010, the overall crime trend is down. Juneau experienced a 4.28 percent decrease in Uniform Crime Report (UCR) violent and Part I crimes from 2013 to 2014. Crime rates change for a variety of reasons. The rates have been tied to the age of the population, economic factors, substance abuse rates, and communities engaging in crime prevention tactics like improving lighting and taking pride in the appearance of our communities. This drop in the crime rate reflects those issues and includes the enforcement work of the police department and community policing partnerships between the Juneau Police Department and other groups.

This year we will be reporting the total crime picture in an effort to provide as much information as possible. In past years we have only reported on UCR Part I crimes and assaults, but not other Part II crimes. This year we will report on all Part I and Part II crimes. The Part II crimes are crimes that are individually not considered major crimes, but taken together are often considered quality of life crimes.

The 4.28 percent decrease in violent and Part I crimes that is reported is so that we can compare where we are currently to past years. Next year that index will not be used. Next year we will report total Part I and Part II crimes and compare back to this year.

The people here at the Juneau Police Department are talented, motivated, caring professionals and it is my honor to associate with them and to wear the uniform of the Juneau Police Department. I thank each of them for their dedicated service. I would like to thank City Manager Kim Kiefer, Mayor Merrill Sanford, the entire Assembly, and all the citizens of Juneau for your continued support to the Juneau Police Department.

Sincerely,

Bryce Johnson

Core Values

In August 2013, the Juneau Police Department adopted a set of four core values: Respect, Courage, Service, and Integrity. The following quilt square of the JPD core values was created by Community Services Officer Jennifer Adams.

Courage:

Is the mental and moral strength to protect others and to promote truth and justice in the face of danger, difficulty, uncertainty, or pain without being overcome by fear.

Respect:

Is a willingness to show consideration, care and appreciation toward others with dedication to building relationships based on truth and authenticity.



Service:

Is the useful, beneficial, or helpful work performed by a public servant that contributes to the welfare of others.

Integrity:

Is a concept of consistency of ethical actions, values, methods, measures, principles, expectations, and outcomes. In ethics, integrity is regarded as the honesty and truthfulness or accuracy of one's actions.

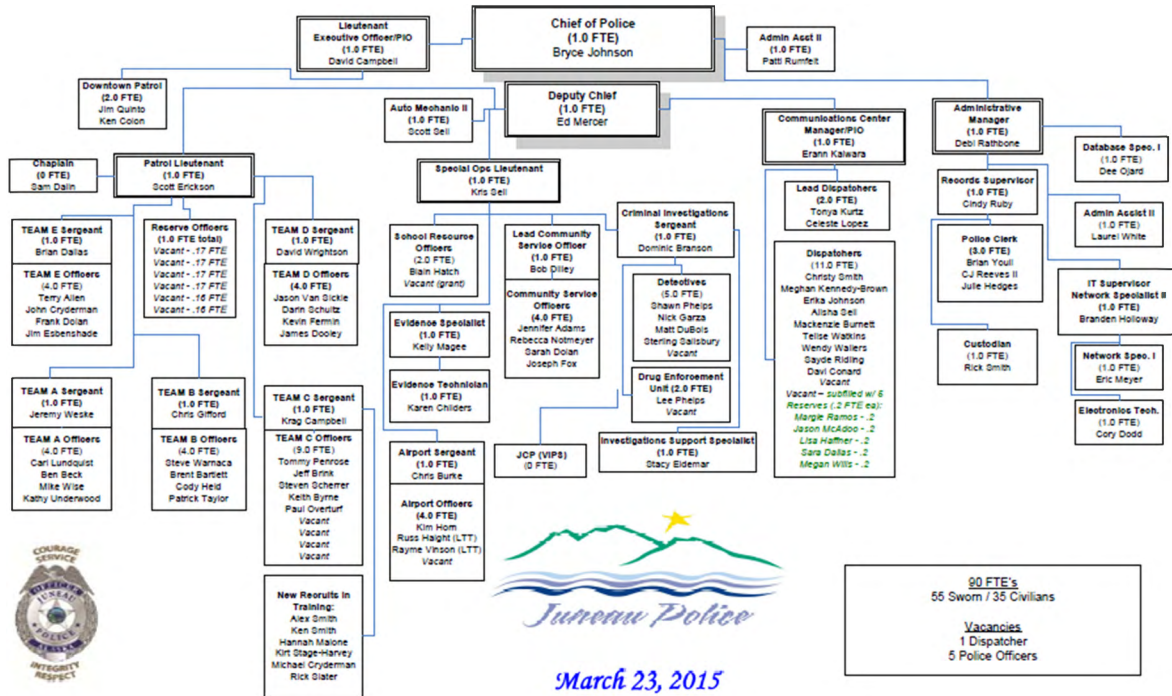
Mission Statement

In partnership with the people of Juneau, our mission is to make our city a place where people can live safely and without fear.

Vision Statement

The Juneau Police Department is united in a spirit of teamwork to be an open, courteous, and community-minded organization devoted to quality public service. We are dedicated to live by values reflecting a genuine desire to care for the safety and well-being of the public we serve as well as the professionals who provide that service.

JPD Organization Chart



When fully staffed the Juneau Police Department is comprised of 90 employees: 55 officers and 35 civilian staff. At 55 officers, JPD is the second largest municipal police department in the State of Alaska. To provide police related services for the City and Borough of Juneau, the Department is organized into functional work sections and work units as depicted in the Organizational Chart. The JPD Org Chart is also available online at <http://jpd/Orgchart.pdf>.

Chief of Police – The Chief is responsible for the overall direction and operation of the Department.

Deputy Chief of Police – Reporting directly to the Chief, the Deputy Chief is responsible for administrative oversight of Operations, which includes Dispatch, Patrol, and Special Operations. The Deputy Chief is responsible for the overall direction and operation of the Department when the Chief is absent from the City and Borough.

Operations Division – Reporting directly to the Deputy Chief, the leaders of Dispatch, Patrol, and the Special Operations Unit supervise the delivery of 24-hour police services to the City and Borough.

Administrative Services Division – Reporting directly to the Chief, the Administrative Manager is responsible for the Department's fiscal activities, Records Unit, computer systems and information technology staff, radio programs and for maintaining police facilities.

Uniform Crime Reporting Overview

The Uniform Crime Reporting program was conceived in 1929 by the International Association of Chiefs of Police. The purpose was to give law enforcement officials reliable information concerning crime statistics. In 1930, the FBI was tasked with putting the program in place. By 2014, crime reporting data was “received from over 18,000 city, university/college, county, state, tribal, and federal law enforcement agencies voluntarily participating in the FBI’s UCR Program.” (<http://www.fbi.gov/about-us/cjis/ucr/ucr>)

UCR reporting divides offenses into Part I and Part II crimes. Part I crimes include eight offenses, which are generally considered the more severe crimes. Part I crimes include: Homicide, Rape, Robbery, Aggravated Assault, Burglary, Theft/Larceny, Motor Vehicle Theft, and Arson. Data collected on Part I crimes include clearance rates, demographic information, and arrest. Part II crimes consist of 21 offenses, which will be addressed later in this report. (<http://www.fbi.gov/about-us/cjis/ucr/crime-in-the-u.s/2010/crime-in-the-u.s.-2010/offense-definitions>)

It is important to recognize some of the limits of the UCR program. First, data collected is based on reported crimes. Under-reporting of crimes is inevitable, which means the actual number of offenses will most likely be higher than the number listed. The extent of under-reporting is usually not known.

Second, the Part I and Part II crimes are based on a 1930s framework. If the program was established today, the crimes listed in each category might be different. For example, technological and social changes would invariably be included in a more modern framework. Crimes related to computer/technology usage, hate crimes, identity theft, and terrorism just to name a few, were not considered major social issues in the 1930s.

Third, crime definitions were also established in 1930. Updating a definition is problematic, because it limits the ability to compare statistics from year to year. The last update occurred in 2011 when Rape was updated to include male victims. Prior to 2011, the UCR definition for Rape only applied to females. (<http://www.fbi.gov/about-us/cjis/ucr/recent-program-updates/reporting-rape-in-2013-revised>)

Finally, the FBI cautions against using UCR data to draw comparisons between cities that could “lead to simplistic and/or incomplete analysis that can often create misleading perceptions adversely affecting communities and their residents.” (<http://www.fbi.gov/about-us/cjis/ucr/crime-in-the-u.s/2013/preliminary-semiannual-uniform-crime-report-january-june-2013>) Therefore, the 2015 JPD Annual Report does not include any comparisons to other communities.

JPD Annual Report UCR Reporting Change

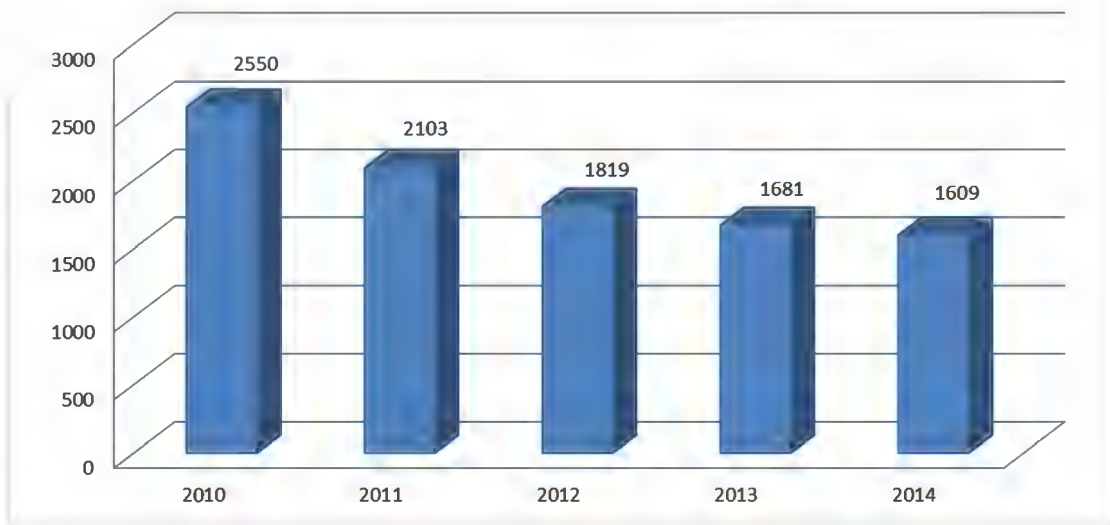
For the past two years, the Juneau Police Department has reported UCR trends for all Part I Crimes, with the inclusion of the Part II Crimes of Simple Assault. The remaining Part II Crimes were not included.

Starting with this Annual Report, JPD will report all Part I and Part II Crimes. To aid in transitioning to this new reporting methodology, this Annual Report will report using both methods. Below is the 2014 UCR trends for Part I Crimes with the addition of Simple Assault, followed by Part I Crimes and Part II Crimes listed separately.

CBJ Trends for UCR Part I Crimes plus Simple Assault

From 2013 to 2014, there was an overall decrease of 4.28% for a combination of Part I Crimes with the addition of Simple Assault. Each crime will be addressed later in this report.

Part 1 Crimes and Simple Assault



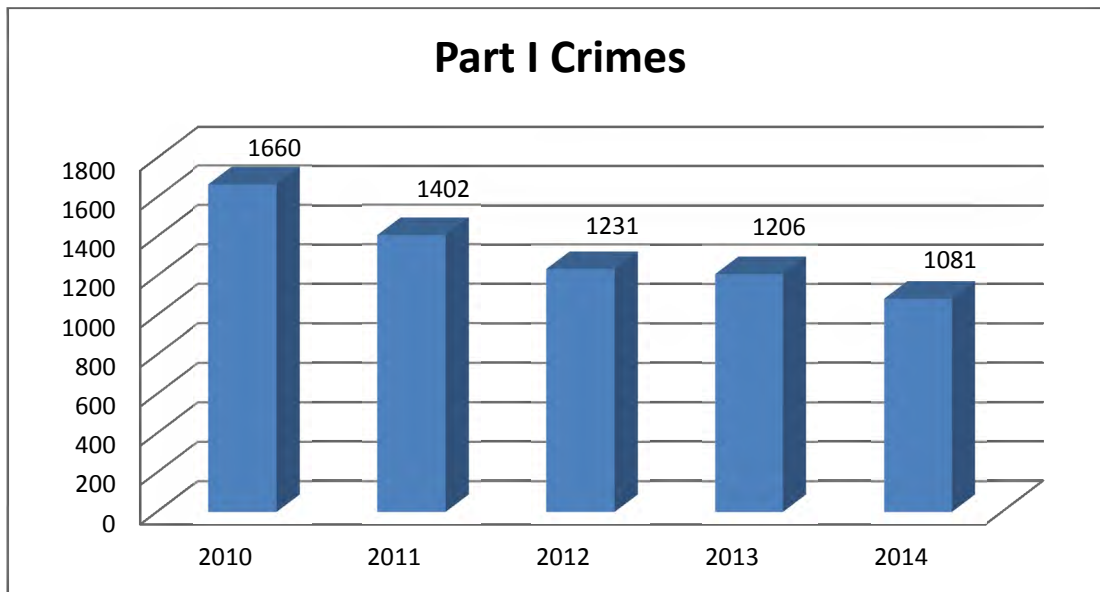
Part 1 Crimes and Simple Assault

	2010	2011	2012	2013	2014	Change	Mean	St Dev
Homicide	1	0	0	0	1	100.00%	0.40	0.49
Rape	20	14	9	18	23	27.78%	16.80	4.87
Robbery	23	25	16	15	24	60.00%	20.60	4.22
Aggravated Assault	89	120	94	101	141	39.60%	109.00	19.15
Burglary	181	111	94	101	103	1.98%	118.00	31.96
Theft/Larceny	1277	1075	980	926	742	-19.87%	1000.00	175.95
Vehicle Theft	63	39	30	36	31	-13.89%	39.80	12.06
Arson	6	18	8	9	16	77.78%	11.40	4.72
Simple Assault	890	701	588	475	528	11.16%	636.40	147.40
Overall	2550	2103	1819	1681	1609	-4.28%	1952.40	343.27
% Change		-17.53%	-13.50%	-7.59%	-4.28%			

CBJ Trends for UCR Part I Crimes

The trend for Part I Crimes from 2013 to 2014 saw an overall decrease of 125 reported crimes, or a reduction of 10.36%. 2014 marked the lowest number of Part I Crimes over the past 5 years. The yearly average (mean) of Part I Crimes over the past 5 years is 1316 case, with a standard deviation of 200.14. 2014's Part I Crimes total of 1081 cases is 235 cases lower than the average of 1316 cases, and is more than one standard deviation away from the mean.

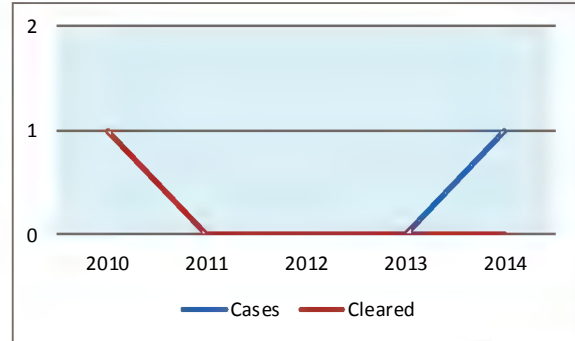
The overall reduction in Part I Crimes is due to a large reduction in Theft/Larceny and Vehicle Thefts. The Part I Crimes of Homicide, Rape, Robbery, Aggravated Assault, and Arson all saw an increase in reported crimes. A review of each Part I Crime will follow later in the report.



Part 1 Crimes								
	2010	2011	2012	2013	2014	Change	Mean	St Dev
Homicide	1	0	0	0	1	100.00%	0.40	0.49
Rape	20	14	9	18	23	27.78%	16.80	4.87
Robbery	23	25	16	15	24	60.00%	20.60	4.22
Aggravated Assault	89	120	94	101	141	39.60%	109.00	19.15
Burglary	181	111	94	101	103	1.98%	118.00	31.96
Theft/Larceny	1277	1075	980	926	742	-19.87%	1000.00	175.95
Vehicle Theft	63	39	30	36	31	-13.89%	39.80	12.06
Arson	6	18	8	9	16	77.78%	11.40	4.72
Overall	1660	1402	1231	1206	1081	-10.36%	1316.00	200.14
% Change		-15.54%	-12.20%	-2.03%	-10.36%			

Criminal Homicide Statistics

	2010	2011	2012	2013	2014
Cases	1	0	0	0	1
% Change		-100.00%	0.00%	0.00%	N/A
Cleared	1	0	0	0	0
%	100.0%				0.0%
Mean St Dev					
0.40 0.49					

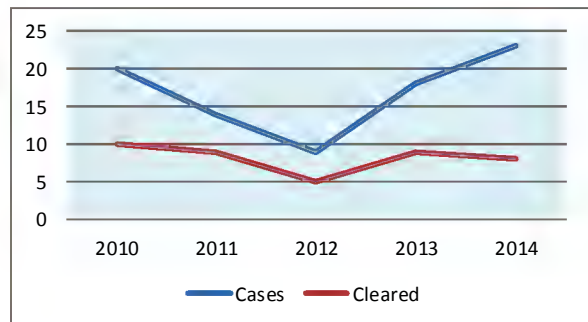


UCR definition of Criminal Homicide – “Murder and non-negligent manslaughter: the willful (non-negligent) killing of one human being by another.”

Criminal Homicide Statistics Observations: The increase in the Criminal Homicide rate cannot be calculated because it would require division by zero. The increase from 2013 to 2014 for Criminal Homicide was one case. As of the writing of this Annual Report, the one case is still under investigation.

Rape Statistics

	2010	2011	2012	2013	2014
Cases	20	14	9	18	23
% Change		-30.00%	-35.71%	100.00%	27.78%
Cleared	10	9	5	9	8
%	50.0%	64.3%	55.6%	50.0%	34.8%
Mean St Dev					
16.80 4.87					

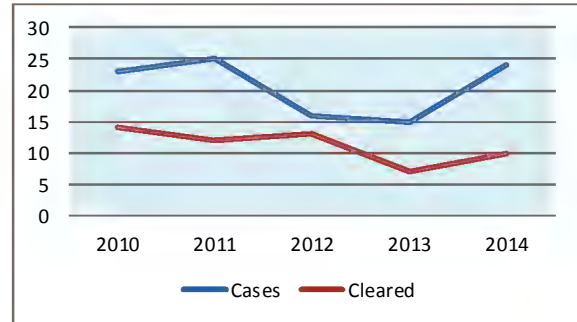


UCR definition of Rape – “Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.”

Rape Statistics Observations: Rape statistics increased for a second year in a row, after the low of 9 reported rape cases in 2012. Rape reports increased from 18 reports in 2013 to 23 reports in 2014, or a 27.78% increase. The 23 rape cases reported in 2014 is the highest reported number during the five-year period, and is more than one standard deviation from the mean. The clearance rate dropped to 34.8%, the lowest in the five-year review.

Robbery Statistics

	2010	2011	2012	2013	2014
Cases	23	25	16	15	24
% Change		8.70%	-36.00%	-6.25%	60.00%
Cleared	14	12	13	7	10
%	60.9%	48.0%	81.3%	46.7%	41.7%
Mean St Dev					
20.60 4.22					

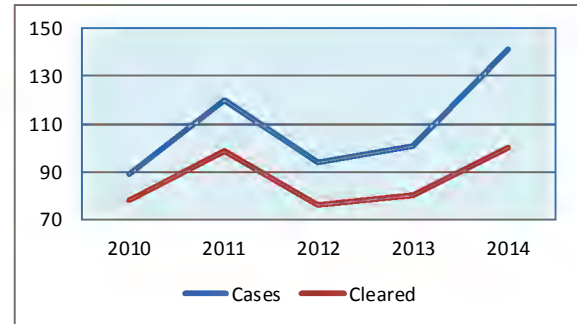


UCR definition of Robbery – “The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.”

Robbery Statistics Observations: Following two consecutive years of a decrease, the rate of robbery cases increased from 15 robbery reports in 2013 to 24 robbery reports in 2014. The report of 24 robberies in 2014 is on par with the number of robbery reports from 2010 and 2011. The difference of nine cases from 2013 to 2014 represents a 60% increase, but is still within one standard deviation from the mean. The robbery clearance rate remained above the 40% rate.

Aggravated Assault Statistics

	2010	2011	2012	2013	2014
Cases	89	120	94	101	141
% Change		34.83%	-21.67%	7.45%	39.60%
Cleared	78	99	76	80	100
%	87.6%	82.5%	80.9%	79.2%	70.9%
Mean St Dev					
109.00 19.15					

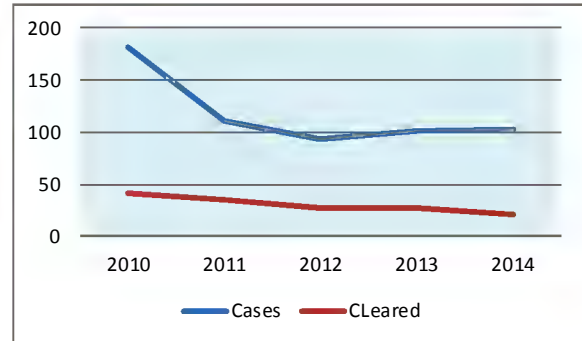


UCR definition of Aggravated Assault – “An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. Simple assaults are excluded.”

Aggravated Assault Statistics Observations: The number of aggravated assault reports increased from 101 cases in 2013 to 141 cases in 2014, or a 39.60% increase. 2014 marked the highest number of aggravated assault reports over the past five years, and was more than one and a half times standard deviations from the mean. The increase in reported aggravated assaults also saw the highest number of cases cleared over the past five years, and the clearance rate remained over 70%.

Burglary Statistics

	2010	2011	2012	2013	2014
Cases	181	111	94	101	103
% Change		-38.67%	-15.32%	7.45%	1.98%
Cleared	41	35	28	27	21
%	22.7%	31.5%	29.8%	26.7%	20.4%
	Mean		St Dev		
	118.00		31.96		

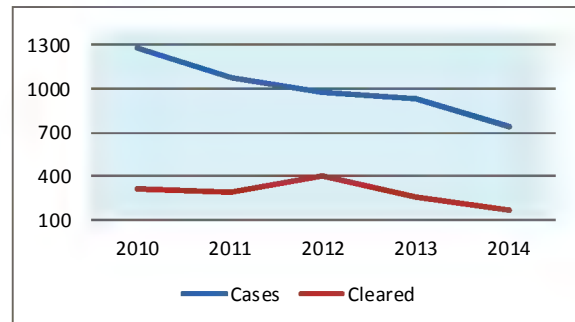


UCR definition of Burglary – “The unlawful entry of a structure to commit a felony or a theft. Attempted forcible entry is included.”

Burglary Statistics Observations: The number of burglary cases has remained relatively flat over the past four years. The number of burglary reports increased from 101 in 2013 to 103 in 2014, or a 1.98% increase. The report of 103 burglary cases in 2014 is less than one standard deviation from the mean. The burglary clearance rate fell to 20.4%, the lowest of the five-year period, but has remained higher than the national average burglary clearance rate of 13.1%.

Theft/Larceny Statistics

	2010	2011	2012	2013	2014
Cases	1277	1075	980	926	742
% Change		-15.82%	-8.84%	-5.51%	-19.87%
Cleared	310	290	399	254	169
%	24.3%	27.0%	40.7%	27.4%	22.8%
	Mean		St Dev		
	1000.00		175.95		

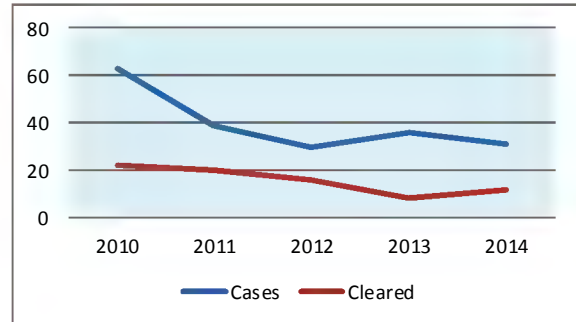


UCR definition of Theft/Larceny – “The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.”

Theft/Larceny Statistics Observations: The biggest drop in Part I Crimes occurred in Theft/Larceny reports. The number of Theft/Larceny cases fell from 926 cases in 2013 to 742 cases in 2014, or a 19.87% decrease. 2014 marked the lowest reported number of theft cases during the five-year period, and each year since 2010 has seen a decrease in reported thefts. The 742 cases from 2014 was more than one standard deviation from the mean.

Vehicle Theft Statistics

	2010	2011	2012	2013	2014
Cases	63	39	30	36	31
% Change		-38.10%	-23.08%	20.00%	-13.89%
Cleared	22	20	16	8	12
%	34.9%	51.3%	53.3%	22.2%	38.7%
Mean St Dev					
	39.80	12.06			

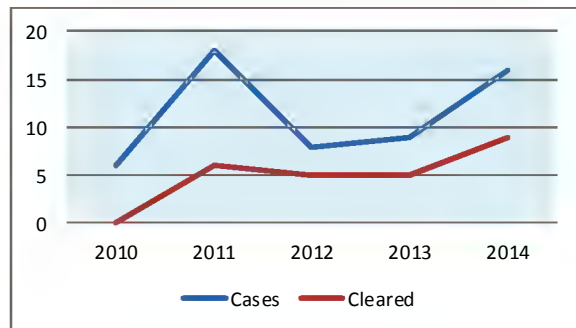


UCR definition of Vehicle Theft – “The theft or attempted theft of a motor vehicle. A motor vehicle is self-propelled and runs on land surface and not on rails.”

Vehicle Theft Statistics Observations: The number of Vehicle Theft cases fell from 36 cases in 2013 to 31 cases in 2014, or a 13.89% decrease. The report of 31 Vehicle Theft cases in 2014 is almost nine cases lower than the five-year average, but it is still less than one standard deviation from the mean. The clearance rate for Vehicle Theft increased from 22.2% in 2013 to 38.7% in 2014, but 2013 had the lowest Vehicle Theft clearance rate during the past five years.

Arson Statistics

	2010	2011	2012	2013	2014
Cases	6	18	8	9	16
% Change		200.00%	-55.56%	12.50%	77.78%
Cleared	0	6	5	5	9
%	0.0%	33.3%	62.5%	55.6%	56.3%
Mean St Dev					
	11.40	4.72			



UCR definition of Arson – “Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.”

Arson Statistics Observations: The number of Arson cases rose from 9 cases in 2013 to 16 cases in 2014, or a 77.78% increase. Given the low yearly numbers, it is not unexpected for an increase or decrease to have a large effect on the overall percentage of change. Even though there was a large percentage increase, the clearance rate remained relatively consistent at 56.3%. 2014 had the highest number of Arson cases cleared during the past five years.

UCR Part I Crimes Clearance Rate Comparisons

The UCR program allows law enforcement agencies to close or clear a reported crime in one of two ways. The first method of clearing a case is through an arrest. In essence, clearance by arrest includes arrests, charging or citing a person with the commission of the offense, or turning over to the court for prosecution. It is important to note that clearance data is based on the number of offenses and not number of people arrested. This is due to the fact that arrested suspects can be charged with multiple offenses. (http://www.fbi.gov/about-us/cjis/ucr/crime-in-the-u.s/2013/crime-in-the-u.s.-2013/offenses-known-to-law-enforcement/clearances/clearancetopic_final)

The second method to clear a report is closure through exceptional means. Clearance by exception is normally applied when circumstances are beyond the control of the reporting agency. “Examples of exceptional clearances include, but are not limited to, the death of the offender (e.g. suicide or justifiably killed by police or citizen); the victim’s refusal to cooperate with the prosecution after the offender has been identified; or the denial of extradition because the offender committed a crime in another jurisdiction and is being prosecuted for that offense.” (http://www.fbi.gov/about-us/cjis/ucr/crime-in-the-u.s/2013/crime-in-the-u.s.-2013/offenses-known-to-law-enforcement/clearances/clearancetopic_final)

As of the writing of this report, the most current data available on-line for national clearance rates was for 2013. (http://www.fbi.gov/about-us/cjis/ucr/crime-in-the-u.s/2013/crime-in-the-u.s.-2013/offenses-known-to-law-enforcement/clearances/clearancetopic_final) The chart below illustrates the most current data, which are the 2013 National clearance rates and the 2014 CBJ clearance rates. The chart does not address Arson, because the FBI web page did not list the 2013 clearance rate for Arson.

	National 2013	CBJ 2014
Criminal Homicide	64.1%	0.0%
Rape	40.6%	34.8%
Robbery	29.4%	41.7%
Aggravated Assault	57.7%	70.9%
Burglary	13.1%	20.4%
Theft/Larceny	22.4%	22.8%
Vehicle Theft	14.2%	38.7%

For the 2014 Part I Crimes listed, the JPD clearance rates have exceeded the 2013 national average in 5 of the 7 categories. The one Criminal Homicide case from 2014 is still under investigation. The one category where JPD did not exceed the national average was for Rape.

The five-year clearance rate trend for each offense is listed individually in its specific section.

CBJ Trends for UCR Part II Crimes

	2010	2011	2012	2013	2014	% Change	Mean	St Dev
Simple Assault	890	701	588	475	528	11.2%	636.40	147.40
Forgery/Counterfeit	54	14	11	9	24	166.7%	22.40	16.62
Fraud	60	38	55	60	35	-41.7%	49.60	10.89
Embezzlement	34	15	13	19	5	-73.7%	17.20	9.56
Stolen Property	2	2	2	6	0	-100.0%	2.40	1.96
Vandalism	567	479	347	246	177	-28.0%	363.20	143.95
Weapons	17	22	12	21	17	-19.0%	17.80	3.54
Prostitution/Vice	0	0	0	1	0	-100.0%	0.20	0.40
Sex Offenses	35	55	49	50	55	10.0%	48.80	7.33
Drug	157	131	98	135	109	-19.3%	126.00	20.69
Gambling	0	0	0	0	0	0.0%	0.00	0.00
Family & Children	10	5	1	5	14	180.0%	7.00	4.52
DWI	230	192	210	166	169	1.8%	193.40	24.34
Liquor Laws	128	127	97	83	82	-1.2%	103.40	20.38
Drunkenness	0	0	0	0	1	100.0%	0.20	0.40
Disorderly Conduct	37	21	10	16	26	62.5%	22.00	9.19
Vagrancy	0	2	1	0	0	0.0%	0.60	0.80
All Other	889	708	393	344	360	4.7%	538.80	220.20
Suspicion	1	0	0	0	1	100.0%	0.40	0.49
Curfew	0	0	0	0	0	0.0%	0.00	0.00
Runaways	201	82	0	0	0	0.0%	56.60	78.88
Total	3312	2594	1887	1636	1603			

UCR Part II Crimes are comprised of 21 lower level offenses, which are: Simple Assault, Forgery, Fraud, Embezzlement, Stolen Property, Vandalism, Weapons Misconduct, Prostitution, Sex Offenses except Rape, Drug Offenses, Gambling, Offenses Against Family and Children, Driving Under the Influence, Liquor Laws, Drunkenness, Disorderly Conduct, Vagrancy, All Other Offenses Except Traffic, Suspicion, Curfew/Loitering Laws, and Runaways.

(<http://www.fbi.gov/about-us/cjis/ucr/crime-in-the-u.s./2010/crime-in-the-u.s.-2010/offense-definitions>)

The data collected on Part II Crimes is not as comprehensive as the data collected on Part I Crimes. Part I Crime statistics track reported crime. The FBI only requires that arrests are tracked on Part II Crime, but JPD has elected to track reported Part II Crimes. Also, once a Part I Crime is cleared, the agency reports information concerning the age, sex, and race of each person arrested. Part II Crimes do not include this demographic information.

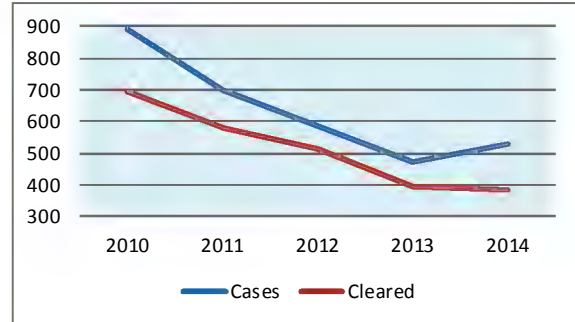
Part II Crimes are more subject to changes in reporting. For example, in 2010 and 2011 runaways were treated as arrests. Starting in 2012, JPD no longer “arrested” runaways and the reports were no longer tracked in the Records Management System. Therefore, it appears as though the runaway problem has been solved, while in reality the CBJ still has runaways.

For the sake of brevity, this report will separately detail Simple Assaults and Vandalism.

Simple Assault Statistics

	2010	2011	2012	2013	2014
Cases	890	701	588	475	528
% Change		-21.24%	-16.12%	-19.22%	11.16%
Cleared	696	580	516	396	384
%	78.2%	82.7%	87.8%	83.4%	72.7%

Mean	St Dev
636.40	147.40



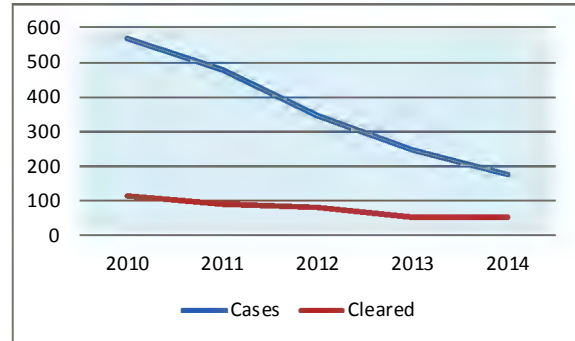
UCR definition of Simple Assault – “Assaults and attempted assaults where no weapon was used or no serious or aggravated injury resulted to the victim.”

Simple Assault Statistics Observations: After three straight years of decreases, Simple Assault reports rose in 2014. The number of Simple Assault reports increased from 475 in 2013 to 528 in 2014, or an 11.16% increase. The report of 528 Simple Assault cases for 2014 is below the five-year average of 636 reports, and it is within one standard deviation from the mean. The 2014 clearance rate is the lowest of the five-year period, but it remained high at over 72%. Being a Part II crime, no national UCR clearance rates are available for Simple Assault.

Vandalism Statistics

	2010	2011	2012	2013	2014
Cases	567	479	347	246	177
% Change		-15.52%	-27.56%	-29.11%	-28.05%
Cleared	117	94	82	54	54
%	20.6%	19.6%	23.6%	22.0%	30.5%

Mean	St Dev
363.20	143.95



UCR definition of Vandalism – “To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.”

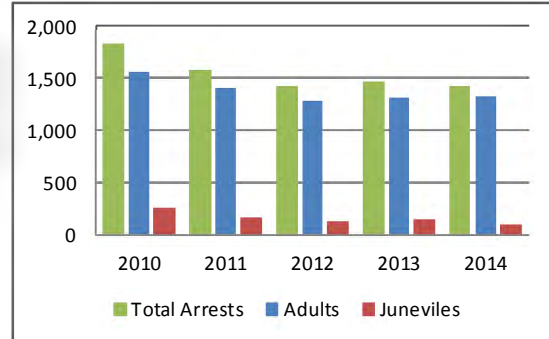
Vandalism Statistics Observations: The reports of Vandalisms have continued to fall over the entire five-year period. The number of Vandalism reports decreased from 246 in 2013 to 177 in 2014, or a 28.05% decrease. The report of 177 cases for 2014 is below the five-year average of 363 reports, and is greater than one standard deviation from the mean. The 2014 Vandalism clearance rate of 30.5% is the highest of the five-year period. Being a Part II Crime, no national UCR clearance rates are available for Vandalism.

Arrests Statistics

Alaska Statute 12.25.160 defines an arrest as, “Arrest is the taking of a person into custody in order that the person may be held to answer for the commission of a crime.”

	2010	2011	2012	2013	2014
Total Arrests	1,822	1,571	1,416	1,459	1,414
Arrests - Adults	1,557	1,399	1,281	1,314	1,318
Arrests - Juveniles	265	172	135	145	96
DV Arrests	267	223	163	168	267

	Change	Mean	St Dev
Arrests '13-'14	-3.08%	1,536	153.77



From 2013 to 2014, overall arrests decreased by 3.08%. Adult arrests for 2014 were on par with 2013 and increased by only four arrests. Juvenile arrests saw a decrease of 33.8% with 2013 having 145 juveniles arrested and 2014 having 96 juveniles arrested. 2014 marked the lowest number of juveniles arrested during the past five years. The drop in juvenile arrests is the cause of the overall decrease in total arrests for 2014.

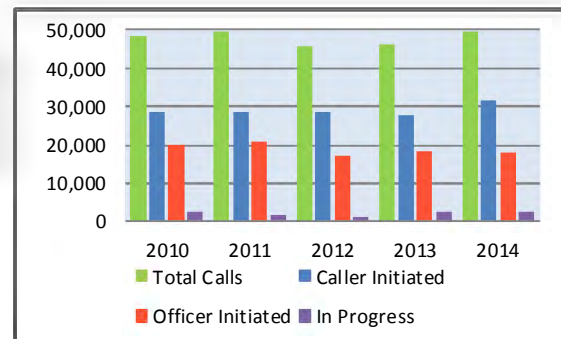
The subcategory of DV Arrest in 2014 saw an increase of 58.9%, with 168 DV arrests in 2013 and 267 DV arrests in 2014. The increase reverses a two-year trend of decreases. The 267 DV arrests in 2014 matched the highest number of arrests during the past five years.

Calls for Service

A Call for Service occurs any time a citizen asks for, or needs, assistance from the Department. Requests can come via the telephone or in person, or can be officer initiated. Calls for Service are documented in either a Computer Aided Dispatch (CAD) report, or Records Management System (RMS) case.

	2010	2011	2012	2013	2014
Total Calls	48,390	49,336	45,568	45,928	49,673
Caller-Initiated	28,542	28,374	28,650	27,770	31,619
Officer-Initiated	19,848	20,962	16,918	18,158	18,054
In Progress	2,614	1,747	1,273	2,562	2,614

	Change	Mean	St Dev
Calls '13-'14	8.15%	47,779	1715



From 2013 to 2014, Calls for Service increased by 8.15%, with 45,928 calls in 2013 to 49,673 calls in 2014. The main source of the increase was due to Caller-Initiated calls which increased by 3,849 calls. Officer Initiated and In Progress calls remained relatively flat from 2013 to 2014.

Use of Force Statistics

	2010	2011	2012	2013	2014	% Change	Mean	St Dev
Baton	1	0	0	0	1	N/A	0.4	0.49
Firearms	0	0	0	0	0	0.00%	0	0.00
Hands	21	21	19	20	14	-30.00%	19	2.61
Pepper Spray	6	6	7	3	3	0.00%	5	1.67
Taser	17	19	13	12	21	75.00%	16.4	3.44
Force Totals	45	46	39	35	39	11.43%	40.8	4.12
Arrests	1,822	1,571	1,416	1,459	1,414	-3.08%	1,536.4	153.77
% Force	2.47%	2.93%	2.75%	2.40%	2.76%			
% Baton	0.05%	0.00%	0.00%	0.00%	0.07%			
% Hands	1.15%	1.34%	1.34%	1.37%	0.99%			
% Pepper Spray	0.33%	0.38%	0.49%	0.21%	0.21%			
% Taser	0.93%	1.21%	0.92%	0.82%	1.49%			
Ofcs Assaulted	91	36	44	27	35			

From 2013 to 2014, use of force increased by 11.43%, with 35 uses of force in 2013 and 39 uses of force in 2014. Even though 11.43% sounds like a large increase, this was due to only four more applications of force throughout the year. It is not unusual to see a large percentage change when numbers are low. 2013 had the lowest rate of use of force during the past five years, and 2014 was just one use of force application below the five-year average.

The rate of Baton, Firearms, and Pepper Spray usage remained flat from 2013 to 2014.

Hands usage dropped by 30%, with 20 applications in 2013 and 14 applications in 2014. 2014 had the lowest rate of Hand use in the five-year period. 14 applications of the use of Hands was almost two standard deviations away from the mean of 19. The low number of Hands usage resulted in a large percentage change.

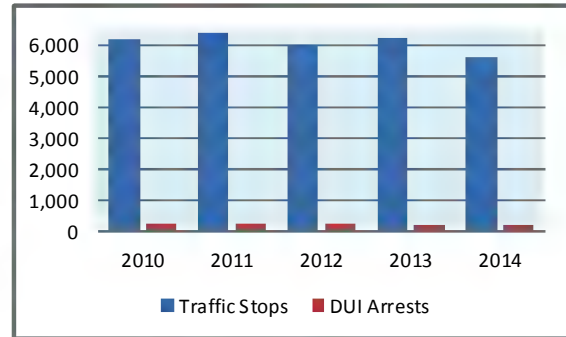
Taser usage increased by 75%, with 12 applications in 2013 and 21 applications in 2014. 2014 had the highest rate of Taser use in the five-year period. Using the Taser 21 times was more than one standard deviation from the mean of 16.4. The low number of Taser usage resulted in a large percentage change.

Looking at only the number of force applications per year tells only half of the story. Force is used by officers to overcome a person's resistance to being taken into custody. 2014 had 1,414 arrests, with 39 applications of all force. Therefore, in 2014 force was used in 2.76% of arrests.

Traffic Stops and DUI

	2010	2011	2012	2013	2014
Traffic Stops	6,157	6,374	6,017	6,241	5,576
Change		Mean	St Dev		
	-10.66%	6,073	274.24		

	2010	2011	2012	2013	2014
DUI Arrests	259	218	219	179	174
Change		Mean	St Dev		
	-2.79%	210	30.99		



The 2011-2014 JPD Strategic Plan included a citizen survey. The number one concern listed for “Police Related Problems I Worry Most About” was Speeding Motor Vehicles. JPD recognizes the impacts that can occur when motorists violate traffic laws and strives to stop violators when appropriate. <http://www.juneau.org/police/documents/2011StrategicPlan.pdf>

The number of traffic stops in 2014 decreased by 10.66%, with 6,241 stops in 2013 and 5,576 stops in 2014. 2014 marked the lowest number of traffic stops during the past five years, and was almost two standard deviations lower than the mean. 2014 averaged approximately 15.3 traffic stops per day, compared to 2013 which averaged approximately 17.1 traffic stops per day.

While the number of traffic stops decreased in 2014, the number of Driving Under the Influence arrests remained relatively flat. 2013 had 179 DUI arrests and 2014 was five lower with 174 DUI arrests. 2014 marked the lowest number of DUI arrests during the previous five years.

Citations

	2010	2011	2012	2013	2014	Change	Mean	St Dev
ABVEH	35	20	16	13	13	0.00%	19.4	8
CMV/CPV	20	23	10	15	13	-13.33%	16.2	5
EQUIPMENT	64	140	247	217	208	-4.15%	175.2	66
INSURANCE	356	380	586	603	682	13.10%	521.4	130
LICENSING	387	377	350	368	374	1.63%	371.2	12
MOVING	1,108	1,122	1,039	911	627	-31.17%	961.4	183
MVC	52	46	56	14	6	-57.14%	34.8	21
PARKING	8,708	4,896	4,147	1,334	5,115	283.43%	4840	2,358
REGISTRATION	346	387	557	344	345	0.29%	395.8	82
RESTRAINT	34	60	45	27	40	48.15%	41.2	11

Controlled Substances Trends

	2012 Seizures		2013 Seizures		2014 Seizures	
	Quantity	Value	Quantity	Value	Quantity	Value
Marijuana-Related						
Hashish	0	\$0	25 g	\$2,500	33 g	\$2,500
Marijuana	5,850 g	\$175,546	18,204 g	\$773,585	15,285 g	\$458,542
Marijuana Grows	0	\$0	119 plants	\$238,000	3 plants	\$6,000
Spice	0	\$0	32 g	\$17,250	0	\$0
	Subtotal	\$175,546	Subtotal	\$1,031,335	Subtotal	\$467,042
Opium/Pill-Related						
Clonazepan/Loraxepam	0	\$0	241.5 pills	\$2,415	40 pills	\$366
Fentanyl	0	\$0	250 mic g	\$500	400 mic g	\$1,600
Heroin	893 g	\$803,700	592 g	\$592,000	4,650 g	\$4,650,000
Hydrocodone/Methadon	476 pills	\$51,457	233.5 pills	\$14,300	323 pills	\$12,920
Oxycontin/-codone	274.5 pills	\$43,600	969.5 pills	\$156,640	11 pills	\$1,320
	Subtotal	\$898,757	Subtotal	\$765,855	Subtotal	\$4,666,206
Stimulant-Related						
Cocaine	4 g	\$480	130.8 g	\$22,670	24.7 g	\$2,470
Methamphetamine	416 g	\$83,200	760.15 g	\$124,017	3,631	\$635,446
	Subtotal	\$83,680	Subtotal	\$146,687	Subtotal	\$637,916
Hallucinogen-Related						
Ecstasy (MDMA)	0	\$0	106 tabs	\$3,180	35 tabs	\$1,725
LSD	23 tabs	\$1,140	2 tabs	\$50	11 tabs	\$165
Psilocybin Mushrooms	0	\$0	0	\$0	5 g	\$225
	Subtotal	\$1,140	Subtotal	\$3,230	Subtotal	\$2,115
Total Drug Value		\$1,159,123	\$1,947,107		\$5,773,279	
Total Cash Seized		\$29,739	\$50,325		\$109,159	

Evaluating controlled substance trends is perhaps one of the most difficult areas for analysis. Drug preferences, availability, and pricing are in constant flux and typically do not remain constant from year to year.

The trend for 2014 showed an overall increase in seizures of both controlled substances and cash. The values of drug seizures increased from \$1.9M in 2013 to \$5.7M in 2014. The value of cash seizure increased from \$50k in 2013 to \$109k in 2014.

2014 saw an increase in the seizure of Opium/Pills and Stimulants, and a decrease in the seizure of Marijuana.

Employees of the Year

Civilian of the Year – Branden Holloway



Network Systems Administrator Branden Holloway has worked for JPD for over 10 years and he supervises the IT Department. Branden has worked on the JPD 911 system upgrade and on virtually all of JPD’s technological developments in the past 10 years. In 2014, Branden was issued the Outstanding Police Service Medal.

Dispatcher of the Year – Erika Johnson

Dispatcher Erika Johnson has worked for JPD for 4 years. Erika was described as being helpful, cheery, respectful, and possessing an outstanding work ethic. One co-worker wrote that Erika “keeps a cool head in all types of situations and can be counted on as the voice of reason when things are going sideways.”



Leader of the Year – Sergeant David Wrightson



Sergeant David Wrightson has worked for JPD for over 20 years and currently supervises a patrol team of five officers. Sergeant Wrightson was described as being efficient, firm, professional, helpful, funny, and having little patience for excuses. Sergeant Wrightson was described as leading by example and requiring officers to conduct themselves with integrity and professionalism. Also in 2014, Sergeant Wrightson was awarded a life saving medal.

Officer of the Year – James Dooley

Officer James Dooley has worked for JPD for over 2 years. Officer Dooley works as a patrol officer and was described as being selfless, professional, and eager to take on additional responsibilities. Officer Dooley was active with the Alaska Police Officers Association, Special Olympics, and Shop with a Cop. In 2014, Officer Dooley was awarded a medal of bravery.



2014 Service Awards



Ofc Bartlett, Ofc Warnaca, Ofc Dooley, Ofc Hatch, Sgt Wrightson, Ofc Penrose, Ofc Salisbury, Holloway

Life Saving Medal:

Officer Salisbury – On 03/28/14, Officer Salisbury responded to a car accident where a power pole had been knocked over. Officer Salisbury pulled the unconscious driver out from under the downed live power lines.

Officer Hatch and Officer Quinto – On 06/07/14, officers located an unresponsive male in the bathroom of a downtown bar. The man had no pulse and officers began CPR. Ambulance personnel arrived and took over CPR, regained a pulse, and the male ultimately lived.

Sergeant Wrightson – On 11/17/14, Sergeant Wrightson performed CPR on a male who collapsed at the airport and had no pulse. The male's pulse returned as ambulance personnel arrived. The male was taken to the hospital and lived.

Medal of Bravery:

Officer Bartlett and Officer Dooley – On 10/25/14, both officers responded to a report of a distraught male with a firearm. As officers contacted the male, he drew a firearm from his waistband. Officers wrestled the gun away from the male without anyone getting hurt.

Outstanding Police Service Medal:

Officer Penrose and Officer Salisbury – On 01/05/14, officers entered an apartment that was engulfed in smoke due to a kitchen fire. Officer Penrose dragged a male occupant to safety. Officer Salisbury put the fire out with a fire extinguisher.

Branden Holloway – For continued outstanding work on JPD's technology and 911 upgrades.

JPD Citizen Certificate of Merit:

Kayley James – On 03/23/14, 11-year-old Kayley helped JPD with locating an assault suspect.

JPD Citizen Certificate of Bravery:

Rob Steedle – On 10/05/14, Rob contacted an upset male who was trying to break into an occupied home. Rob calmed the male down until police arrived and the man was arrested.

2014 Years of Service Milestones

20 Years of Service

Officer Jason VanSickle
Sergeant David Wrightson

15 Years of Service

Civilian Rick Smith
Officer Jeff Brink
Sergeant Dominic Branson
Sergeant Chris Burke
Sergeant Brian Dallas

10 Years of Service

Dispatcher Alisha Sell

5 Years of Service

Officer Jim Esbenshade
Officer Nick Garza
Officer Tommy Penrose
Officer Steve Warnaca

New Employees

Civilian Julie Hedges
Civilian Patti Rumfelt (rehire)
Civilian Scott Sell
Dispatcher Wendy Wallers
Officer Paul Overturf (lateral)
Officer Alex Smith
Officer Ken Smith
Officer Patrick Taylor

Promotions



Sergeant Krag Campbell was promoted to Sergeant on 02/05/2014. Sergeant Campbell had worked in Patrol for 7 years, where he was a Field Training Officer. He also worked in the Criminal Investigations Unit (CIU) for 5 years, where he finished his tour in the CIU as a property crimes investigator.

Sergeant Campbell's ancillary duties include being on SWAT, the Honor Guard, and being a departmental instructor. Sergeant Campbell teaches Arrest Control Tactics, Less Than Lethal devices, and Chemical Munitions

Retirements

Officer Russell Haight retired from the Juneau Police Department on 05/30/2014, with over 25 years of service to the citizens of Juneau. Russ worked in Patrol and the Metro Drug Unit, but he retired as an Investigator with the Criminal Investigations Unit (CIU). Investigator Haight retired as the CIU's flex investigator where he worked on both crimes against people and crimes against property. In addition to his normal duties, Investigator Haight's ancillary duties included being JPD's Motor Vehicle Crash Investigator and Emergency Vehicle Operator Course (EVOC) Instructor.



JPD wishes Russ a happy retirement.

University of Alaska Southeast Substation

In November 2014 JPD partnered with the University of Alaska Southeast (UAS) and opened a new substation on campus. The substation is located near the main entrance of the Egan Library near Spike's Café.



The purpose of the new substation is to provide an increased police presence for the area near Auke Bay, and not just for UAS. Officers will be able to use the substation to write reports, conduct interviews, or just eat lunch. The space, furniture, computer, and designated parking spot were all provided by the University. JPD obtained a valuable resource without incurring any additional expense.

Coffee with a Cop



In August 2014, JPD joined in the national campaign of Coffee with a Cop. The purpose is to give citizens an opportunity to interact with officers in a more relaxed setting to help facilitate a question and answer session. There are no prepared speeches, just an opportunity to speak with officers. The motto of Coffee with a Cop is "Building partnerships one cup of coffee at a time."

In 2014, JPD held four separate Coffee with a Cop events. The first event was held at Heritage Coffee on 2nd Street. The second event was held at The Glory Hole. The third event was held at UAS. The final event of the year was at Coppia. All four events were well received with between 20-60 citizens talking with officers. Coffee with a Cop will continue in 2015.

National Night Out



On Tuesday, 08/05/2014, JPD participated in National Night Out (NNO). This was the seventh year that JPD participated in NNO, which is a community oriented celebration which aims to increase crime prevention and drug awareness. NNO give citizens the opportunity to interact with the neighbors, as well as local first responders.

There were 12 NNO block parties throughout the City and Borough of Juneau. First responders from the Juneau Police Department, Capital City Fire Rescue, and the United States Coast Guard Auxiliary visited the parties, spoke with citizens, and gave children a chance to explore police cars and fire trucks. McGruff the Crime Dog and the USCG Safety Otter were also a big hit with the kids.

Facebook Page

In late September 2014, JPD joined Facebook in an attempt to provide more information about the Department to the public. JPD began posting information on officer profiles, JPD history on Throw Back Thursdays, and upcoming events. The Facebook page was also used to disseminate information contained in press releases and the Crime Line Crimes of the Week.

By the end of the first day, JPD had 43 followers. By the end of the year, there were almost 1,800 followers. The feedback from the public was all very positive and showed that citizens were interested in learning more about their police department.



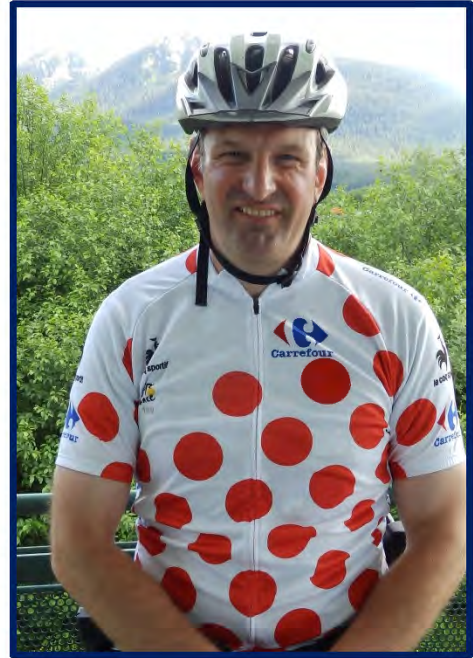
Being able to provide information directly to the public also helped officers solve crimes. On multiple occasions, information about crimes was received from the public which proved valuable in identifying and locating suspects. Citizens either provided information to JPD through the Facebook portal, or contacted JPD directly to keep their identity more private.

Spot the Chief

For the second year in a row, JPD promoted bicycle awareness in a campaign called “Spot the Chief for a Ten Spot.” The purpose of the campaign was to remind motor vehicle operators to be on the lookout for bicyclists.

In partnership with the Alaska Peace Officers Association – Capital City Chapter, drivers were told to look for Chief Bryce Johnson riding his bicycle while he was wearing a distinctive spotted jersey. If seen, drivers were told to call JPD within one hour to claim \$10. Drivers were instructed not to call JPD while driving, but to contact the Department within one hour when they were not driving. The funding for the program was provided by APOA.

Chief Johnson donned the spotted jersey several times throughout the summer from June 9th through June 20th. Multiple drivers were awarded the Ten Spot, and the program is planned to continue in 2015.



Shop with a Cop

The 4th Annual Juneau Shop with a Cop was about 4 times larger than prior events. Forty-nine kids went shopping with uniformed officers, who are part of the Alaska Peace Officers Association-Capital City Chapter. Twelve families also had supplies for Christmas dinner purchased and delivered to them. Between APOA-donated



money and citizen contributions, over \$10,000 was raised for this event. The event was so big that two shopping excursions had to be organized, one on December 20th, 2014, and one on December 23rd, 2014. This event is a little unusual compared to other Shop with a Cop events as the kids are not just picking out what they want. The shoppers were given an allowance to buy presents for loved ones, and the shopping is what the kids really seemed to enjoy the most as they experienced the joy of giving to others.

Challenges

Staffing



The biggest single issue facing JPD continues to be staffing. In the last annual report, it was reported that JPD

was down 9 officer positions at the end of 2013, or just over a 16 % vacancy rate. In 2014, JPD added 6 new officers, however 2 officers quit before completing their training and 2 more left JPD due to 1 retiring and 1 moving down south to be closer to family.

Having experienced officers leave JPD has a compounding effect on staffing shortages. It takes approximately one year to recruit, screen, and train a newly hired officer to work the street alone. Officers must complete a 15-week DPS training academy in Sitka, followed by 14 weeks of field training with an experienced officer. As of the writing of this report, JPD has 6 officers who have completed the academy and are about to enter field training, with 3 more officers expected to be hired in July, 2015.

Juneau International Airport

JPD provided a continuous law enforcement presence for all of 2014 at the Juneau International Airport (JIA). Due to staffing issues, the manning of JIA was accomplished entirely through the use of overtime.



Looking forward to 2015 and beyond, the staffing of JIA must be addressed. In 2015, a sergeant and an officer were permanently assigned to JIA. Two long term temps were also employed at the airport. The goal is to staff the 5 positions at JIA with officers as overall staffing issues are addressed.

Successes

Officer Recruitment

Phase	2011		2012		2013		11 - 13 Averages		2014	
	#	%	#	%	#	%	#	%	#	%
Hired	4	13%	1	6%	1	3%	2.0	8%	9	10%
PST screening	2	7%	2	11%	1	3%	1.7	6%	16	18%
Oral Board	1	3%	3	17%	5	17%	3.0	12%	2	2%
SAR/PHQ	7	23%	5	28%	6	20%	6.0	23%	28	31%
Background	1	3%	0	0%	1	3%	0.7	3%	7	8%
Polygraph	0	0%	0	0%	3	10%	1.0	4%	7	8%
Psych	4	13%	1	6%	2	7%	2.3	9%	1	1%
Withdrew	11	37%	6	33%	11	37%	9.3	36%	20	22%
Totals	30	100%	18	100%	30	100%	26	100%	90	100%

Even though staffing continues to be a major issue for JPD, recruitment in 2014 was a success. After reviewing data from 2011-2013, it was discovered that the average success rate of officer candidates completing all testing phases and getting a job offer was 8%. The steps of the hiring process, and the associated standards, were in place to insure that ethical qualified people were hired as officers. The decision was made to keep the same hiring standards, but to find a way to get more candidates into the testing process.

JPD began an advertising campaign that included radio spots, print media, national minority magazine ads, and movie theater ads. An emphasis was placed on local and regional advertising in an attempt to reduce the number of candidates that voluntarily withdrew from the process. JPD staff also attended job fairs, in both Juneau and Anchorage.

By the end of 2014, JPD had 90 candidates test through the hiring process, and 9 new officers were hired. The 2011-2013 average was 26 candidates testing with only 2 officers hired per year. The goal for JPD is to maintain officer recruitment activities until the staffing issue is completely addressed. Note, the numbers per year reflect when candidates started the hiring process and not when they were hired.

Dispatch Staffing

In the last annual report, Dispatch Staffing was listed as a Mission Accomplished. In 2014, Dispatch lost 3 dispatchers through normal attrition, but hired and trained 3 new dispatchers. As of the writing of this report, Dispatch is back up to full staffing.



Web References

<http://jpd/Orgchart.pdf>

<http://www.juneau.org/police/documents/2011StrategicPlan.pdf>

<http://www.fbi.gov/about-us/cjis/ucr/ucr>

<http://www.fbi.gov/about-us/cjis/ucr/crime-in-the-u.s/2010/crime-in-the-u.s.-2010/offense-definitions>

<http://www.fbi.gov/about-us/cjis/ucr/recent-program-updates/reporting-rape-in-2013-revised>

<http://www.fbi.gov/about-us/cjis/ucr/crime-in-the-u.s/2013/preliminary-semiannual-uniform-crime-report-january-june-2013>

http://www.fbi.gov/about-us/cjis/ucr/crime-in-the-u.s/2013/crime-in-the-u.s.-2013/offenses-known-to-law-enforcement/clearances/clearancetopic_final



Engineering and Public Works Department
155 South Seward Street
Juneau, Alaska 99801
Telephone: 586-0800 Facsimile: 463-2606

DATE: 6/18/15

TO: Mary Becker, Chair
Assembly Committee of the Whole

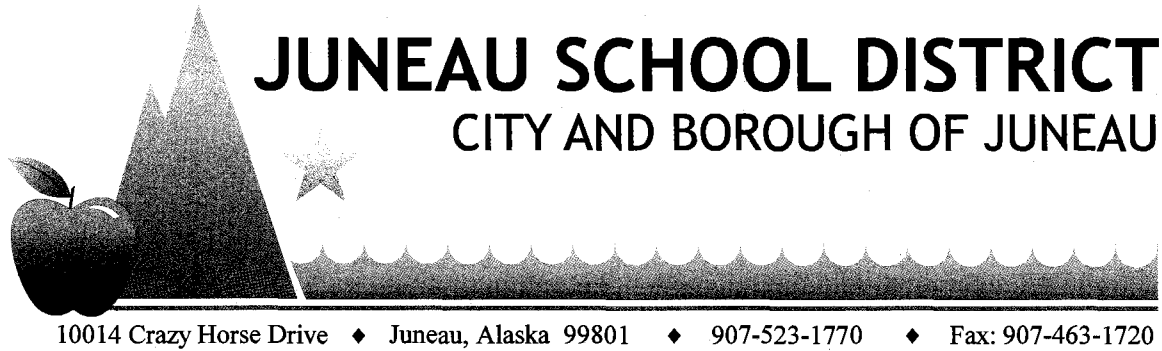
FROM: Rorie Watt, P.E., Director 

SUBJECT: School District Major Maintenance Request

Per the attached, the Board of Education is requesting that the Assembly find a way to support major maintenance and minor capital improvements at school facilities.

My staff and I have spent a considerable amount of time working with and discussing this issue with JSD staff and the BOE. JSD has a considerable on-going building maintenance need.

With the suspension of the State's school debt reimbursement program, JSD does not have a funding mechanism to care for its facilities. If the Assembly is able to support this request, I recommend that the funding be provided in a flexible format, similar to the way the CBJ budgets for its own building maintenance.



June 10, 2015

Mayor Merrill Sanford
City and Borough of Juneau
Juneau, Alaska

Dear Honorable Mayor Sanford,

The Board of Education passed a motion during Tuesday's meeting requesting that the Assembly provide \$1.3 million for district-wide deferred maintenance and minor capital improvements. The 2015 State Legislature suspended the school-related debt reimbursement program for five years. The District need for these small projects will continue even though the state suspended this program.

For several years the District, working together with CBJ Engineering, used bond money from the major maintenance capital improvement project. While this was partially restricted, it also provided paving to several parking lots, replaced siding to the district office building, installed a sewer line, and replaced many windows in our facilities. This source of money was fully expended.

It is time to explore new ways to address District needs. The Board is requesting something similar to how CBJ deferred maintenance and small capital improvement projects are handled. We understand that the Assembly appropriates money to address CBJ's deferred maintenance and minor capital improvement projects each year. We understand that there is a dynamic list of projects that is reviewed periodically by staff and work is authorized when funds are available. In our case we would like the CBJ engineering department to work on these projects under the direction of the Board's facilities committee.

A list of possible projects is attached. They were assembled by staff to provide the Board with a sample of District needs. Some of them have been Board concerns for many years while others are based on recent facility studies. They are not in any priority order. The list has not been approved by the Board or its facility committee so items may be added or removed from this list. The Board's facilities committee will begin to prioritize this

JUN 11 2015

CBJ Manager's Office

Mayor Sanford

June 10, 2015

Page 2

list later this summer or early fall. The committee intends to evaluate potential projects by considering:

- 1) Safety and health issues;
- 2) Educational impact; and
- 3) Long term cost and benefit.

Larger District projects such as renovating Marie Drake or reroofing Dzantiki Heeni will be put on hold during the time the school-related bond reimbursement program is suspended. This will enable CBJ to substantially pay down school related bonds.

The Board passed this motion now in case the Assembly wishes to seek voter approval for bonding during the October 2015 election. The Board hoped that the amount would be reasonable and affordable to our taxpayers, but at the same time address some of our vital facility needs.

Members of the Board will be glad to meet with you and the Assembly regarding this request.

Sincerely



Phyllis Carlson, President
Board of Education

CC: Members of the School Board
Superintendent Mark Miller
Director David Means
CBJ Manager Kim Kiefer
CBJ Director Rorie Watt

Attachment



MEMORANDUM

TO: CBJ Assembly (Committee of the Whole)

FROM: Patricia deLaBruere, Airport Manager

DATE: June 18, 2015 (for COW presentation June 22, 2015)

RE: Request for General Obligation Bond Measure of \$10.15M

Juneau International Airport requests that the CBJ Assembly consider a \$10.15M General Obligation Bond measure for the October 2015 ballot measure for Airport Capital Improvement Project (CIP) needs.

The \$10.15M is to respond to Airport Capital Improvement Project needs:

- \$3.75M Airport Terminal Renovation (North End)
- \$4.2M Snow Removal Equipment Facility (SREF)
- \$2.2M Alex Holden Way (Cargo Road) Reconstruction

Terminal

The Terminal Renovation of the north end is the next phase of the Airport Terminal Master Plan for Modernization. The first phase of this plan was completed on the east end through a remodel and an addition to the facility. The next phase is a two-part project starting with the north end which serves the regional operators. Replacement of the north end would provide an updated and efficient facility for the current 1948 structure. Partial funding for this portion of the terminal is in place. A conceptual design has been completed and the funding gap/local match needed for this is \$3.75M.

Replace Terminal North Wing Total Cost: \$14.1M

- \$6.9M 2012 GO Bond; funding in place
- \$663,000 PFC (collection part of PFC 8 thru 2017)
- \$97,000 misc. local funding remaining from Phase I; funding in place
- \$2.69M AIP with state match: scheduled in FAA ACIP for FFY 2017
- \$3.75M 2015 GO Bond Request**

Snow Removal Equipment Facility (SREF)

The Snow Removal Equipment Facility has been on the CIP for several years. The current facility is inadequate. Procurement of additional snow removal equipment has been delayed until the Airport has a facility that can house the new equipment. After extensive discussions and review, the FAA approved the relocation of the facility to the northwest end of the airfield as a better

location for the overall layout of the airport as well as financial viability of revenue producing land rentals and growth of the airport. Documents analyzing the northeast vs. northwest sites for SREF are available at www.juneau.org/airport/projects/sitedesign . This part of the facility is 73% eligible for FAA funding, of which the FAA would pay 93.75%. The funding gap/local match needed for this is \$4.2M.

Snow Removal Equipment Facility (SREF) Total Cost: \$31M

\$3M 2014 State Legislative Grant; funding in place
 \$3.1M 2012 Local Sales Tax; current collection thru Sept 2018
 \$20M AIP: scheduled in FAA ACIP for FFY 2016
 \$666,000 State Match to AIP; funded with AIP
\$4.2M 2015 GO Bond Request

\$4.2M Bond Request Detail:

\$758,000: Funding for AIP-ineligible portion
 \$579,438: Local match to AIP for SREF building
 \$86,667: Local match to AIP for geothermal loop field
 \$1,893,118: Repayment to FAA/State for NE site infrastructure
 \$300,000: Redesign building/site for NW site
 \$600,000: Contingency and Inflation

The sand/chemical facility is not included in this phase and is scheduled for 2020.

Alex Holden Way (Air Cargo Road) Reconstruction – Long Term

Alex Holden Way (cargo road) is another project that has been on the City CIP for several years. ‘Band-aid’ repairs to the road surface were completed in May 2015 through the Airport operations budget at a cost of \$65K. These repairs were to temporarily repair the surface of the road until a long-term repair could be funded. The long-term reconstruction would replace utilities, raise roadway to surrounding grade, improve drainage and upgrade road to commercial standards. This is a very busy public road with access to Alaska Air Cargo, UPS and other tenants. The funding needed for this is \$2.2M.

Alex Holden Way (Air Cargo Road) Reconstruction Total Cost: \$2.2M

\$2.2M 2015 GO Bond Request (\$300K design; \$1.9M construction)

Airport tenants support the CIP plan as well as the proposed measure for the funding gap on these projects. Further discussion and a PowerPoint presentation will be provided at the June 22 COW meeting.

The Airport Board and staff request consideration of a \$10.15M GO Bond measure for the October 2015 ballot measure and forward this request on the full Assembly for Ordinance and public hearing.

An aerial photograph of the Juneau International Airport. The runway is a long, straight, light-colored strip running horizontally across the middle of the image. To the left of the runway is a large, dark green lake. To the right is a smaller, irregularly shaped lake. The airport is surrounded by a mix of green forested hills and developed areas with buildings, parking lots, and roads. A river or stream is visible on the far left side of the image.

Capital Project Funding Needs at Juneau International Airport

Presented June 22, 2015 to Assembly Committee of the Whole

Patricia deLaBruere, Airport Manager
Catherine Fritz, Airport Architect
Ken Nichols, Airport Engineer

JNU Airport requests that the CBJ Assembly authorize a General Obligation Bond in the amount of \$10.15M to respond to Airport Capital Improvement Project needs:

\$3.75M Airport Terminal Renovation (North End)

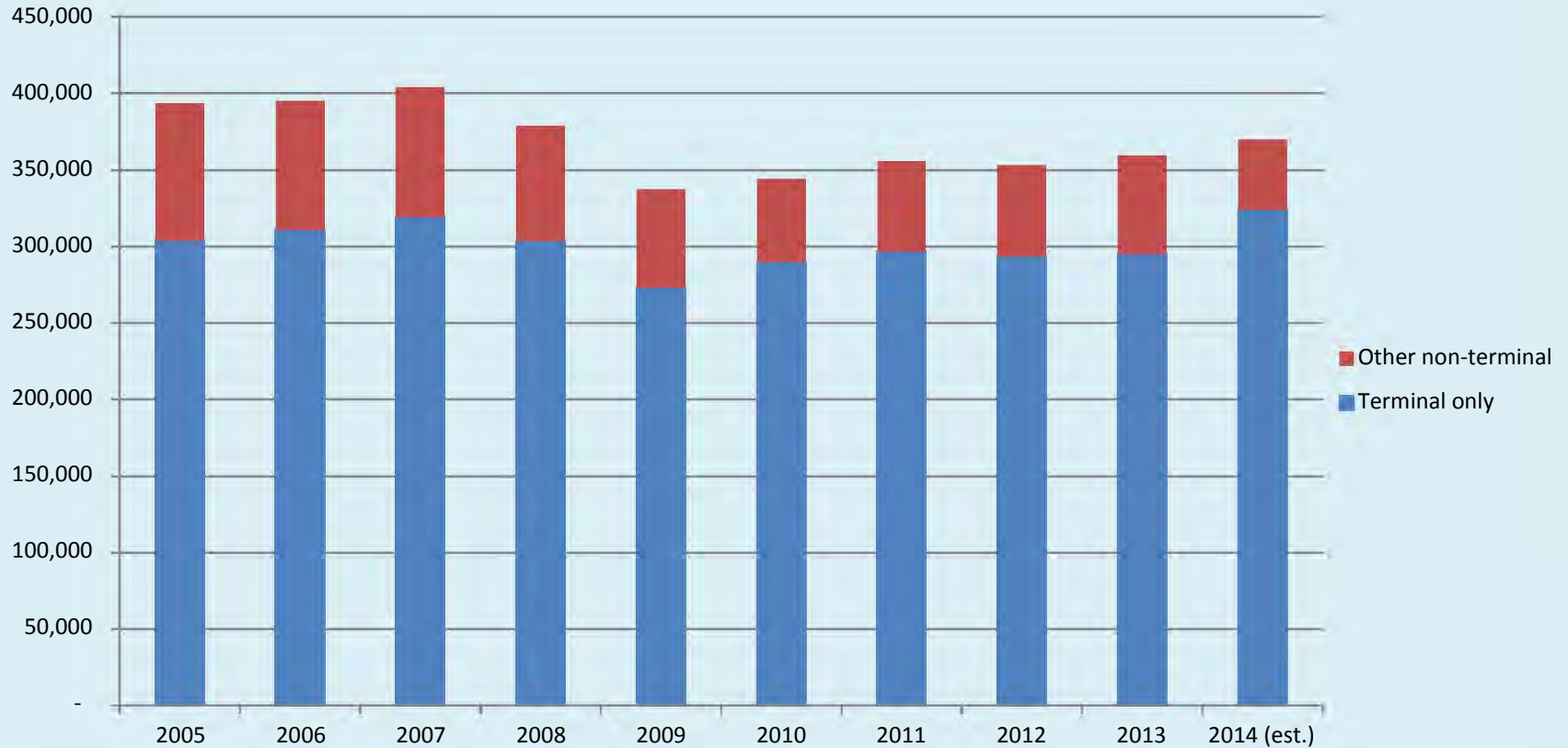
\$4.2M Snow Removal Equipment Facility (SREF)

\$2.2M Alex Holden Way (Cargo Road) Reconstruction



Annual Enplanements

(Persons boarding planes in JNU. Arriving passengers approx. the same number as enplaning passengers.)



Total number of travelers, visitors, and employees to JNU terminal is estimated at nearly 1M per year.



Businesses that Operate at JNU

NorthStar Trekking Wingnut Aviation Aero Services Coastal Helicopters

Aurora Vending Delta Air Lines Fed Ex Hummingbird Hollow Avis

Alaska ATM Service Fjord Flying TEMSCO Helicopters Hertz Alaska Seaplanes

Alaska Airlines Smarte Carte Wings of Alaska Budget US Fish & Wildlife

Guardian Flight Ward Air Republic Parking Air Excursions Airlift Northwest Civil Air Patrol

Coastal Fuel Wings Airways

Lamar Transit, LLC (Advertising) Alaska Air Freight

Admiralty Air Harris Air Mae-Mae's

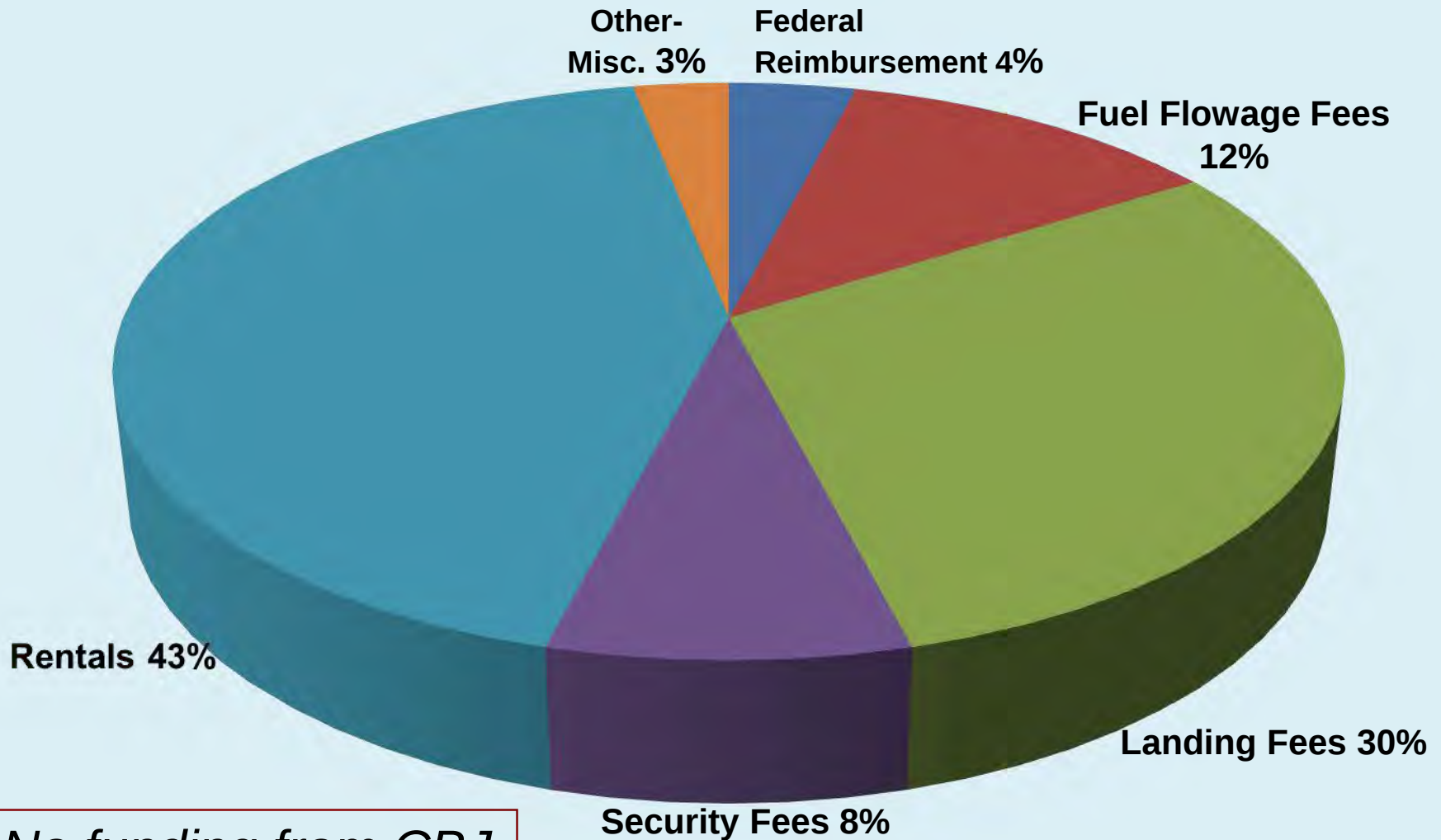
Alaska Central Express The Annex & Romeo's Tap Room (JDA) Alaska National Guard UPS

EAN Car Rentals

**950 Direct Jobs at
JNU, Annually***

** 2011 Northern Economics Study*

FY 16 JNU Operating Revenues (\$6.4M)



*No funding from CBJ
General Government*

Community Revenue Benefits of JNU

Sales Tax & Property Tax generated annually by JNU tenants:

- Sales Tax = \$150K
- Property Tax = \$305K
- Business Personal Property Tax = \$236K

Significant Construction Project Employment since 2007.



JNU's revenues are sufficient to maintain operations at reasonable rates for tenants, but not sufficient to finance large capital projects without help from CBJ.

CIP funding supports our Airport's current and future needs!



Terminal Renovation Project



- **Terminal Master Plan for Modernization** (adopted 2005)
 - **Phase I** Renovate & expand 1984 areas, \$22M
 - **Phase II** Replace pre-1984 areas, \$27.1M

Terminal Renovation Project

Phase I complete, approx \$22M

- \$10M sales tax
- \$8M PFC
- \$2.8M state grants
- \$1M AIP
- \$.2M miscellaneous



Phase II Terminal Renovation (Proposed in 2 Parts):

Part A: North Wing Replacement, \$14.1M

(\$3.75M portion of current funding request)



Replace 1948 areas that serve regional air travelers;
improve energy efficiency; create new lease spaces.
Conceptual design is complete.

Part A: \$14.1M Replace Terminal North Wing

CIP #24

\$6.9M 2012 GO Bond; funding in place

\$663,000 PFC (collection part of PFC 8 thru 2017)

\$97,000 misc local funding remaining from Phase I;
funding in place

\$2.69M AIP with state match: scheduled in FAA ACIP for
FFY 2017; local match included in GO Bond

\$3.75M 2015 GO Bond Request

Funding that is currently in place can be used to
prepare design and bid documents to allow
construction to begin as soon as Summer 2016.



Phase II Terminal Renovation (*Future*)

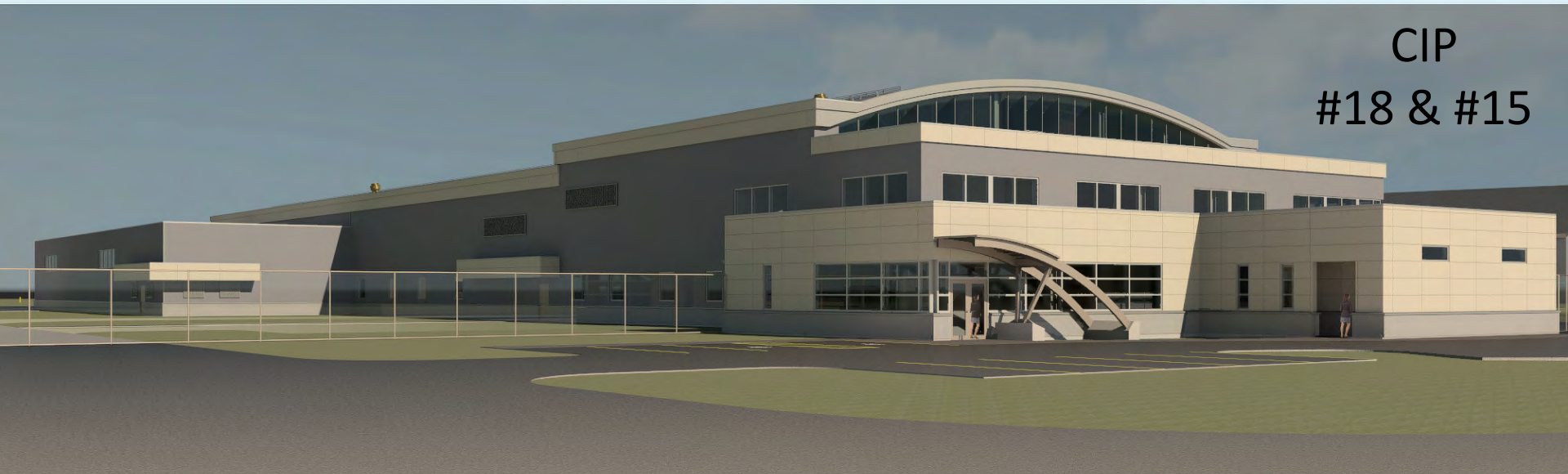
Part B: “Knuckle” Replacement, \$23M (2014 estimate)



Renovate core areas, complete geothermal heat pump conversion, complete concessions expansion.



Snow Removal Equipment Facility (SREF)*



- Need to replace current inadequate facilities.
- \$31M cost, 73% FAA eligible; requires \$4.2M additional local funding (\$6.1M funding in place)
- FAA recently approved relocation to the NW Quad

** Sand/Chemical building is future project (est 2020)*

\$31M Snow Removal Equipment Facility

CIP #18 & #15

\$3M 2014 State Legislative Grant; funding in place

\$3.1M 2012 Local Sales Tax; current collection thru Sept 2018

\$20M AIP: scheduled in FAA ACIP for FFY 2016

\$666,000 State Match to AIP; funded with AIP

\$4.2M 2015 GO Bond Request

Bond Request Detail:

\$758,000: Funding for AIP-ineligible portion

\$579,438: Local match to AIP for SREF building

\$86,667: Local match to AIP for geothermal loop field

\$1,893,118: Repayment to FAA/State for NE site infrastructure

\$300,000: Redesign building/site for NW site

\$600,000: Contingency and Inflation



Why move the building to the NW Quad?

1. Completion of environmental requirements left the NW Quad with 3.4 acres less land than planned - infeasible for envisioned commercial development.
2. Highest and Best Use of Land: Revenue opportunities for the Airport are higher at the NE site - high public visibility & access.



JNU worked with FAA and Airport Board for over a year to assess the feasibility, costs, benefits, and impacts of relocating the SREF.

Documents that analyzed the Northeast vs. Northwest Sites for SREF are available at www.juneau.org/airport/projects/sitedesign

Alex Holden Way (Air Cargo Road)

CIP #25 & #22

- **Temporary Repairs** (completed May 2015; \$65K Airport operating funds)
- **Long Term Roadway Reconstruction** \$2.2M (\$300K design + \$1.9M construction)

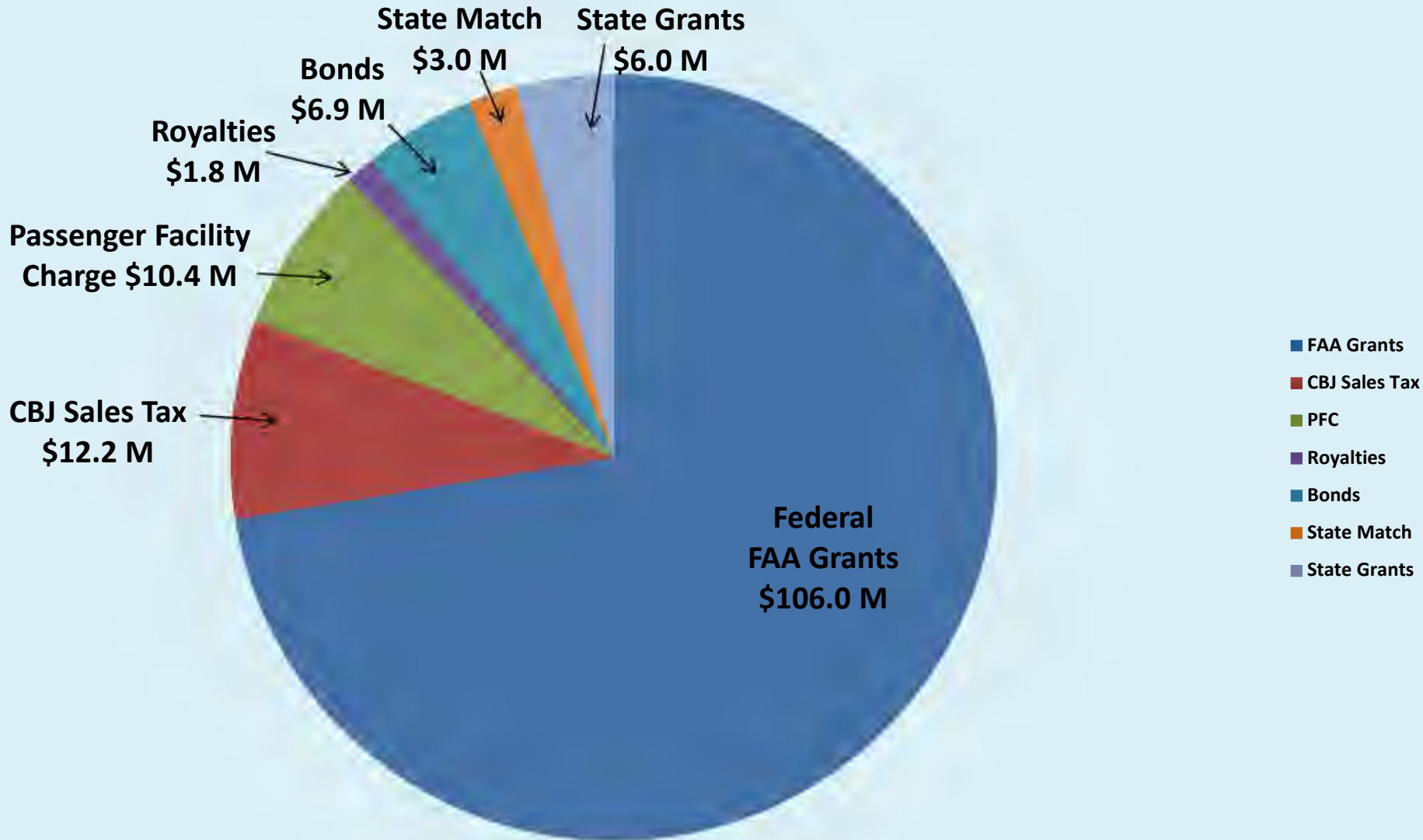
Replace utilities, raise finished roadway to address drainage issues, and upgrade roadway to commercial standards.



Alex Holden Way is a public right of way to air cargo services such by Alaska Airlines Air Cargo, UPS, and Aero Services. It provides public access to Northstar Trekking and several business offices.



Juneau International Airport Capital Funding 2007-2014 (\$146.3 M)



JNU Capital Project (non-local/State) Funding Sources:

FEDERAL

Airport Improvement Program (AIP): FAA has 2 distinct grant categories, Discretionary & Entitlement. There are FAA eligibility rules for both types – funding priorities are determined by FAA national priorities. JNU is eligible to receive approximately \$2.6 million per year.

Terminal Renovation only eligible for “...development for non-revenue producing public-use areas that are directly related to the movement of passengers and baggage in terminal facilities within the boundaries of the airport.”

FEDERAL OVERSIGHT

Passenger Facility Charges (PFCs): Approximately \$800,000 per year. ... \$4.50 collected by airlines from *“every boarded passenger at commercial airports controlled by public agencies. Airports use these fees to fund FAA-approved projects that enhance safety, security, or capacity; reduce noise; or increase air carrier competition.”* (FAA website)

Thank You!
For helping sustain
Juneau International Airport
as an essential community facility.



Packet Page 61 of 100

#	Project Name	Anticipated Project Cost	Estimated Project Cost by Commitment Year							Source of Funds												
			2015	2016	2017	2018	2019	2020	TBD	FEDERAL			STATE		LOCAL							
										AIP Entitlements	AIP Discretionary	Other Federal Funding Sources ¹	State DOT Matching Funds	State Legislative Grant	2012 General Obligation Bond	Other Unidentified Funds (GO Bond)	Passenger Facility Charge (PFC) ²	Future Passenger Facility Charge (PFC)	Ballot Measure Sales Tax	M & O Budget	Local Capital Budget ³	
1	Replace Passenger Boarding Bridge	\$497,400	\$497,400							\$466,313			\$15,544									\$15,544
2	Purchase ADA Passenger Ramp	\$63,000	\$63,000							\$59,063			\$1,969									\$1,969
3	26 MALSR (FAA F&E Project)	\$3,500,000	\$3,500,000									\$3,406,250		\$93,750								
4	Replace ARFF Vehicle	\$906,667	\$906,667							\$850,000			\$28,333									\$28,333
5	Design ARFF Building Mod & Permits	\$426,667	\$426,667							\$400,000			\$13,333									\$13,333
**6	RSA Ph II b (Ph10) Design NE/NW Areas & So Fence	\$868,025	\$868,025							\$824,624			\$21,701					\$21,701				
7	Short Term Repairs for Alex Holden Way	\$105,000	\$105,000																	\$105,000		
8	Concessions Expansion, Office Relocation, Meeting Room	\$454,000	\$454,000														\$454,000					
9	Replace Shop Roof	\$300,000		\$300,000																		\$300,000
10	Upgrade Radio Reception in Terminal	\$100,000		\$100,000								\$100,000										
11	Exit Lane Improvements	\$450,000		\$450,000								\$450,000										
12	Gate 2 Curb Repairs	\$10,000		\$10,000																		\$10,000
13	SREF Relocation COE Permit	\$10,000		\$10,000																		\$10,000
14	NE Quad Geothermal Loop Feasibility	\$5,000		\$5,000																		\$5,000
15	Redesign SREF Building for NW Site	\$300,000		\$300,000												\$300,000						
16	RSA (Ph 11) Construct NE/NW Areas & NW Utilities	\$9,786,667		\$9,786,667						\$2,600,000	\$6,575,000		\$305,833			\$305,834						
17	Construct ARFF Building Modification	\$1,800,000		\$1,800,000							\$1,687,500		\$56,250									\$56,250
18	Construct SREF Building & Geo Loopfield	\$30,666,451		\$30,666,451							\$19,983,125		\$666,104	\$3,000,000		\$3,917,222			\$3,100,000			
19	Passenger Terminal Parking Lot Repairs	\$100,000		\$100,000																		\$100,000
20	Elevator/Misc. Terminal ADA Improvements ⁴	\$900,000		\$900,000										\$800,000								\$100,000
21	Old Dining Room Reconfiguration	\$100,000		\$50,000	\$50,000															\$50,000		
22	Design Alex Holden Way and Utilities	\$300,000			\$300,000											\$300,000						
23	First Floor Restroom Renovation	\$65,000			\$65,000															\$65,000		
24	Replace Terminal Building (North Wing) and East vestibule (MPF)	\$14,050,000			\$14,050,000					\$2,600,000			\$86,667		\$6,900,000	\$3,750,000	\$663,333					\$50,000
25	Reconstruct Alex Holden Way and Utilities	\$1,900,000				\$1,900,000										\$1,900,000						
26	NE Development Area Infrastructure	\$4,000,000				\$4,000,000								\$4,000,000								
27	Design Taxiway A and E-1 Rehab	\$850,000				\$850,000				\$796,875			\$26,563			\$26,563						
28	Replace Snow Removal Equipment	\$5,000,000				\$5,000,000				\$1,803,125	\$2,884,375		\$156,250			\$156,250						

#	Project Name	Anticipated Project Cost	Estimated Project Cost by Commitment Year							Source of Funds												
			2015	2016	2017	2018	2019	2020	TBD	FEDERAL			STATE		LOCAL							
										AIP Entitlements	AIP Discretionary	Other Federal Funding Sources ¹	State DOT Matching Funds	State Legislative Grant	2012 General Obligation Bond	Other Unidentified Funds (GO Bond)	Passenger Facility Charge (PFC) ²	Future Passenger Facility Charge (PFC)	Ballot Measure Sales Tax	M & O Budget	Local Capital Budget ³	
29	Design SREF Sand and Chemical Storage	\$600,000				\$600,000					\$562,500		\$18,750			\$18,750						
30	Passenger Terminal Parking Lot Rehab	\$3,000,000					\$3,000,000															TBD
31	Replace Trash Compactors and Pads	\$100,000					\$100,000														\$100,000	
32	Tenant Space Reconfiguration (2nd Floor North)	\$50,000					\$50,000														\$50,000	
33	Construct Taxiway A and E-1 Rehab	\$9,000,000					\$9,000,000			\$2,600,000	\$5,837,500		\$281,250									\$281,250
34	SREF Building Phase 3 Sand and Chemical Storage	\$10,000,000						\$10,000,000		\$2,600,000	\$6,775,000		\$312,500									\$312,500
35	Design Terminal Renovation Phase 3 (Knuckle)	\$2,000,000							\$2,000,000	These Projects Are Currently Unfunded All Project Budgets and Sources of Funds Will Be Defined At A Later Date To Be Determined These Projects May Move Forward As Project Funds Are Identified and Secured												
36	Construct Terminal Renovation Phase 3 (Knuckle)	\$23,000,000						\$23,000,000														
37	Parking Garage	\$20,000,000						\$20,000,000														
38	Terminal Area (121) Apron Rehabilitation	\$3,500,000						\$3,500,000														
39	Terminal Area (135) Apron Rehabilitation	\$6,000,000						\$6,000,000														
40	Replace Ramp Lighting Gates 2-6	\$50,000						\$50,000														
41	Multi-Modal Feasibility Planning	\$10,000						\$10,000														
42	Acquire Wetlands Access Vehicle (w/CCFR)	\$250,000						\$250,000														
43	Civil Air Patrol Hangar Relocation	TBD						TBD														
44	Fish & Wildlife Service Hangar Relocation	TBD						TBD														
45	Executive Parking Lot	\$200,000							\$200,000													
46	Relocate FAA ATCT	\$50,000,000							\$50,000,000													
	TOTAL	\$205,273,876	\$6,820,759	\$44,478,118	\$14,465,000	\$12,350,000	\$12,150,000	\$10,000,000	\$105,010,000	\$15,599,999	\$44,305,000	\$3,956,250	\$1,991,047	\$7,893,750	\$6,900,000	\$10,674,619	\$1,117,333	\$21,701	\$3,100,000	\$420,000	\$1,284,179	

¹FAA:Facilities & Equipment, Transporation Security Administration, Homeland Security, Federal Economic Development Agency, etc.

²PFC Collections Through Application 8 (Approx. December 2017)

³Local Capital Budget from Several Budget Sources * \$50K in FY 17 for East Entrance vestibule possible Marine Passenger Fees

⁴Legislative Appropriation Requested for \$800K for elevator

Combination of Geo loopfield project and SREF building plus the \$1.844.577 refund to FAA

** Federal portion figured at 95% for FY15 per H.R 235/P.L. 113-235 continuing grant from multi-year projects receiving funding in FFY2011 (RSA)

These Projects Are Currently Unfunded

\$50,000

All Project Budgets and Sources of Funds Will Be Defined At A Later Date To Be Determined

These Projects May Move Forward As Project Funds Are Identified and Secured

June 16, 2015

Ms. Patricia deLaBruere
 Airport Manager
 Juneau International Airport
 1873 Shell Simmons Dr.
 Juneau, AK 99801
 Sent via email to:



Dear Patty,

I am writing to initiate a conversation on the medium-term future of the North Wing, in light of the current lack of funding to fully replace this section of the building.

As you know, this end of the terminal building dates to the 1950s and addressing its poor condition was a primary rationale behind the bond put to voters, Proposition 1, which narrowly passed in October 2012. After the passage of the bond, it became clear that the \$6.9 million authorized by the voters would not be sufficient to completely replace the North Wing. And subsequent estimates of total replacement evidence a significant funding gap.

Alaska Seaplanes is supportive of another bond request to close that gap, we believe the importance of this facility merits it. The North Wing of the Juneau airport terminal is the hub of northern Southeast Alaska's small communities—with tens of thousands of passengers passing through our doors annually either on their way to connect to the major airlines, or importantly, to come to Juneau for shopping, healthcare or other services. It's the latter discretionary travel that Juneau needs to continue attracting, and a facility up to today's standards supports that objective.

Accordingly, the airport has discussed tapping existing renovation funds for another expansion of the food and beverage concession area. Given that the seal has been broken, so to speak, on employing funds for small scale terminal projects, and recognizing that a full North Wing replacement is likely years off, we are requesting that the airport designate funds for a modest medium-term renovation of the North Wing.

While there may be many deficiencies with the structural configuration of the building, expansive structural or systems renovations will likely be torn down within the decade and would be an unwise use of limited resources.

However, we believe that for relatively modest expense, simple cosmetic renovations could make the North Wing a better and safer working environment for air taxi and Customs employees and a more pleasant experience for the traveling public.

Specifically, we have identified the following areas as meriting renovation:

1. New interior carpeting to replace old carpet which has accumulated years of dirt and presents a hazard due to tears and/or unevenness.
2. Improved interior lighting to address the overall dark condition of the North Wing.
3. New paint on the overhead structure on the ramp side of the building.
4. New exterior cladding on the curb-side of the building to replace the existing sheathing which is weather-damaged and now moss and mold covered in places.
5. New larger and more ergonomically suitable passageways between the terminal and the aircraft ramp, with improved slope ramps and mechanical doors to assist with opening and ensure proper closure for security purposes.
6. New mechanical bag belts at each leasehold with security features to ensure perimeter integrity.
7. New counter structures for all tenants to replace current chipped laminate counters and bring the cosmetic condition of the North Wing up to more recent standards.
8. Renovated bathrooms

Before his departure, we discussed the concept of a North Wing renovation with the former Wings of Alaska station manager and he was very supportive. We are not aware his position has been filled at this time. We believe all tenants and public users of the North Wing would benefit from these modest improvements and we look forward to discussing these ideas with you.

Sincerely,



Kent Craford
President

cc: Mike Stedman, Co-owner
Carl Ramseth, General Manager



June 17, 2015

Mayor Merrill Sanford and Assembly
City and Borough of Juneau
155 S. Seward Street
Juneau, AK 99801

Re: CIP Funding Plan for Juneau International Airport

Dear Mayor Sanford,

Alaska Airlines supports the Juneau International Airport's current Capital Improvement Plan (CIP) including the Snow Removal Equipment Facility (SREF), North Terminal reconstruction and Alex Holden Way (long term fix of air cargo road).

Airport staff has worked closely with the tenants in developing the CIP and prioritizing the facility and infrastructure needs for Juneau International Airport. We truly value the collaborative approach Airport staff has taken in managing airport costs. Alaska Airlines supports funding small capital projects, and facilities maintenance and repair in the annual operating budget. We appreciate the Airport Staff's approach in exploring alternatives to meet the local match requirement for federal funding for large capital projects.

The Airport is a vital facility of the City & Borough of Juneau and a gateway to the community. We very much appreciate the Assembly's support to the Airport over the years; as well as continued future support. Alaska Airlines looks forward to our continuing partnership in providing safe and reliable passenger and cargo services for Juneau and communities throughout the State of Alaska.

Sincerely,

A handwritten signature in cursive script that reads "Kathy Smith".

Kathy Smith
Director, Airport Affairs
Alaska Airlines



Engineering and Public Works Department
155 South Seward Street
Juneau, Alaska 99801
Telephone: 586-0800 Facsimile: 463-2606

DATE: 6/18/15

TO: Mary Becker, Chair
Assembly Committee of the Whole

FROM: Rorie Watt, P.E., Director *DWR Watt*

SUBJECT: Transit Update

It is not apparent to the public or the Assembly, but we have been working on many Capital Transit issues over the last six months and have made significant progress. At the meeting on Monday, we will provide additional information, but the areas of progress are:

1. Bus Shelters (Crow Hill, David Street, Mint Way awarded to contractors)
2. Bus Maintenance Facility Renovation Update
3. Challenges of Modifying the Transit System
4. Proposed Route Modification – Riverside Drive Express Service 10/1/15 (Attached)
5. Transit Budget – Possible Addition of Weekend Riverside Express
6. Assembly Goal of Implementing Technology
7. Assembly Goal of Valley Transit Center
 - a. Potential Nugget Mall Changes
8. Assembly Goal of Valley Park & Ride
9. New Bus Procurement
10. JCTC – JCHSTP Plan

Possible Next Steps:

Public Process for Proposed Route Modification

Valley TC Property Appraisal

Development of Proper Web Site, Route Maps, Upload Routes to Google Transit

PROPOSED FOR IMPLEMENTATION

10/1/1

Capital Transit Schedule & Route Revision

Objective:

Update the current Capital Transit schedules and routes to provide a higher level of reliability, add service to Riverside Drive/ Dimond Park, maintain service in the Downtown Core, and provide adequate rest & recovery time for operators.

Existing Conditions:

Currently Capital Transit provides generally reliable service to most of Juneau. However, there are certain routes that consistently fail to maintain reliable on-time service due to high passenger loads and increasing traffic. Specifically, the afternoon Mendenhall Valley RT 4 buses typically run behind schedule in excess of 5 minutes, and often as much as 15 minutes. This either causes missed transfers with the Express and Douglas buses, or forces them behind schedule as well; which has a cascading effect causing system-wide delays. In addition to inconveniencing the public, this puts added stress on operators. There are times that operators are not able to have proper rest and recovery which has significant health and safety risks.

Specific Failure Points:

RT 4:

- Late departure from Federal Building due to Douglas Transfers
- High outbound afternoon passenger loads not being eased by the redundancy of the UAS Express at low usage stops
- High inbound afternoon passenger loads not being eased because of missed transfers with the UAS Express
- High volume of downtown and Lemon Creek area passengers needing service near Mendenhall Mall
- Inbound left turn at Fred Meyer during afternoon rush
- Inbound left turn from Davis Ave to Glacier Highway during afternoon rush
- Inbound left turn at 2.5 Mile during afternoon rush
- Loading/ unloading delays and safety concerns at Cinema Drive and Mendenhall Mall due to sub-standard stop design

RT 3:

- Late departure from Federal Building due to Douglas Transfers
- Inbound left turn at Fred Meyer during afternoon rush
- Inbound left turn from Davis Ave to Glacier Highway during afternoon rush
- Inbound left turn at 2.5 Mile during afternoon rush

Douglas:

- Late departure from Federal Building due to Valley Transfers
- Inbound left turn at Cordova St during afternoon rush
- Frequent service disruptions and delays due to illegal parking at St Ann's turnaround

UAS Express:

- Extremely limited availability of rest & recovery time
- No rest facilities for drivers when the university is closed
- Delays from late Valley buses
- No provision to make up time when delayed or operating on Winter Routes

Summary of proposed changes:

Create a "Riverside Express" using the existing UAS Express bus that runs in tandem with the RT 4. The UAS Express that runs in tandem with the RT 3 will continue to give the UAS campus hourly service. The new Riverside Express will maintain its current routing between the Federal Building and the airport. It will then go to Mendenhall Mall, follow Riverside Drive to Stephen Richards, and return to the airport and Nugget Mall via Mendenhall Loop Rd. This will create direct service to Mendenhall Mall and Dimond Park, reduce redundancy on Egan, and lessen passenger loads for the RT 4. It will increase the reliability and on-time performance of the RT 4, and will also give the operator 5-7 minutes of recovery time at the Nugget Mall. Additionally, the current airport stop should be relocated to Yandukin Dr to allow both the Riverside and UAS Express to bypass the airport terminal. This will increase on-time performance of both express buses, and allow the UAS Express operator to have 3-5 minutes of recovery at UAS.

During limited identified peak hours have the inbound RT 3 and RT 4 bypass Davis Avenue. Passengers in the Lemon Creek area can still get inbound bus service by using the "Winter Routes" shelter on Glacier Highway. Eliminating these left turns in and out of Davis will prevent delays due to excessive traffic volume, add a few minutes from the scheduled time to make up for other delays along the route, and greatly reduce the potential for collisions. Coupled with the benefits of the Riverside Express, this will greatly increase on-time performance, and allow passengers to make Douglas transfers without delaying the Douglas bus.

Adjust the route and timing of the Douglas bus by re-routing to Treadwell Arena instead of St Ann's. This will give more convenience to passengers at Savikko Park and Douglas Boat Harbor, remove the bus from a narrow residential street, and avoid getting stuck in the turnaround when cars are illegally parked. It will also allow the Douglas bus to start its return to Downtown 4 minutes earlier, which will greatly increase its ability to make transfers with the outbound Valley bus without delay.

Maintain service to the Downtown Core while eliminating redundancy by having inbound passengers from the Valley Bus transfer to the inbound Douglas Bus at the State Museum (SLAM). The adjustments to the Douglas schedule will ensure that the Douglas bus arrives at the SLAM before, or in conjunction with, the inbound Valley bus. All inbound passengers will have the ability to receive service to the Downtown Core, but delays and liability will be limited by having only one bus negotiate this tight and dense area. During times of hourly service when there is no inbound Douglas bus, the Valley bus will make the loop through downtown.

Implementation:

These revisions will cause no changes to current Capital Transit operational requirements. Operator shifts, supervisor shifts, and man-hours will remain the same. There is no need for additional buses or maintenance costs. The proposed stop on Riverside Dr at Dimond Park already has a suitable bus pullout, and all other stops would use existing Capital Transit stops. The basic structure and timing of the current schedule will remain the same, allowing for an easy transition to the new system for both operators and passengers alike.

There will be an immediate positive impact on reliability of weekday service. The addition of the new Riverside Express will also provide good ridership data for future planning and expansion. Due to the lack of weekend Riverside Express service and Davis Ave deviations, delays can still be anticipated during times of high ridership. If warranted by demand, adding a weekend Riverside Express could be added without disturbing the system, but would require additional funding.

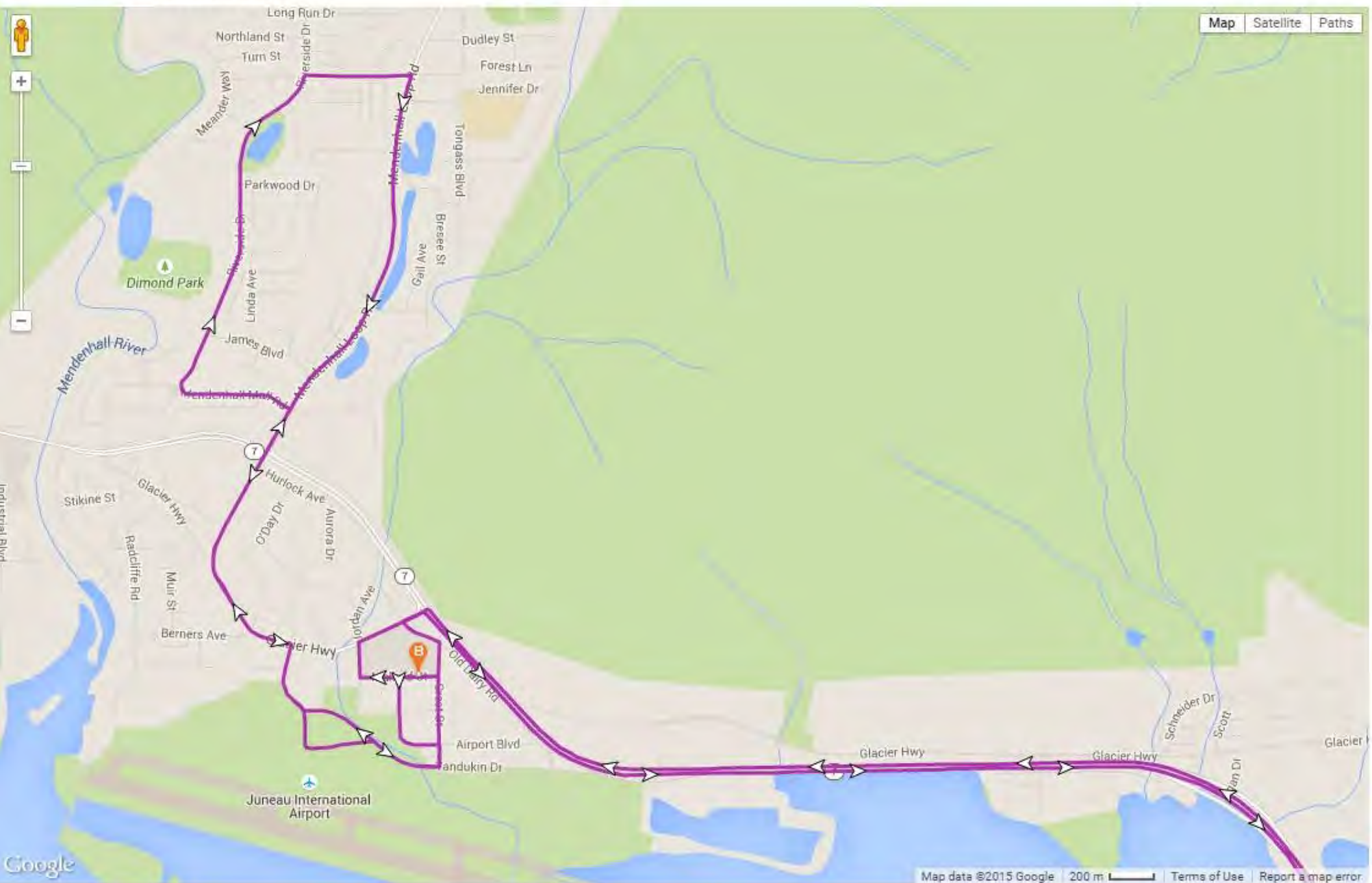
Recommended changes to existing service:

- No weekday inbound service on Davis Ave at 3:30, 4:00, 4:30, and 5:00
- No service to St Ann's
- New service to Treadwell Arena
- Adjusted departure times from Douglas to Downtown
- No service on the UAS campus on the bottom of the hour
- New service at Mendenhall Mall, Dimond Park, Riverside Drive and Stephen Richards

Recommended changes to existing infrastructure:

- Create a dedicated transit bus stop at the State Museum in conjunction with the Whittier St repaving project
- Relocation of the airport stop to Yandukin
- New signs at stops affected by Davis Ave deviation
- New signs at Douglas stops affected by schedule adjustment
- Create an at-grade passenger waiting area at Cinema Drive
- Improve the paving, and install accessible curb and platform at Mendenhall Mall

Riverside Express





Community Development

City & Borough of Juneau • Community Development
 155 S. Seward Street • Juneau, AK 99801
 (907) 586-0715 Phone • (907) 586-4529 Fax

To: Assembly Committee of the Whole

From: Laura A. Boyce, AICP, Senior Planner *Laura A Boyce*
 Community Development Department

Date: June 12, 2015

Re: Proposed Ordinance No. 2015-03 – Title 49 Proposed Subdivision Changes

The Community Development Department (CDD) has been working on proposed revisions to Title 49 regarding subdivisions. The resulting changes will make the subdivision process and requirements easier to follow, as well as update outdated and sometimes conflicting sections of Code. Generally, the proposed changes include increasing the number of lots in minor subdivisions; including a right-of-way acquisition plat process; clarifying the processes for minor and major subdivisions; changing less complex subdivisions to be director approval, such as lot consolidations and right-of-way acquisitions; clearly integrating the construction plan requirement into the subdivision process; and updating street standard requirements. There are policy implications that should be considered along with the proposed regulations. The major changes and policy considerations are discussed below.

Minor Subdivisions (1 to 13 lots)

If minor subdivisions are increased from the current threshold of four lots to the proposed thirteen lots, this allows more subdivisions to be approved by the CDD Director. This proposed change is intended to streamline the process as two public hearings will no longer be required. The Director's decision is appealable to the Planning Commission. Additionally, a new type of public notice will be required for Minor Subdivisions; currently, notice is not given when Minor Subdivisions occur.

Public Notice Requirements

The public notice requirements are expanded and revised to reasonably inform the interested public about upcoming public hearings, as well as solicit input regarding proposed projects. Currently, Minor Subdivisions have no public notice requirement; subdivisions creating up to four lots can be platted without notice. The proposed changes include providing notice to abutting neighbors. The proposed changes also give the director discretion to require additional signs and to specify where signs are to be placed for best notification results. Subdivisions resulting in five to thirteen lots will require less notification with the proposed changes than is currently required. The following chart illustrates the changes from the current to the proposed public notice requirements for minor and major subdivisions.

# of Lots	1-4	5-13	14+
Current public notification requirement (type of subdivision)	None (Minor Subdivision requirement)	500 feet (major subdivision requirement)	500 feet (major subdivision requirement)
Proposed public notice requirement (type of subdivision)	Adjacent owners only (minor subdivision requirement)	Adjacent owners only (proposed Minor Subdivision requirement)	500 feet (proposed major subdivision requirement)
Resulting Change	More notice	Less notice	Same notice

Other changes regarding public notice include any permit necessitating a public hearing will be required to send notice to registered neighborhood associations listed with the Clerk's office, in addition to the already required neighbors that are within 500 feet of the subject property. Also, the cost of mailing will be incurred by the applicant, instead of by the department.

Major Subdivision criteria

The criteria, or findings, for approval of major subdivisions will be modified. The purpose of this proposed Code change is to amend the criteria for subdivision approval, where appropriate, to better fit subdivision development. Currently, the criteria for approval of Major Subdivisions are the same as those used for approval of a Conditional Use permits by the Planning Commission. For example, one of the existing criteria that must be considered for approval of a Conditional Use permit is:

"Will substantially decrease the value of or be out of harmony with property in the neighboring area..."

The proposed changes would eliminate this criterion, as well as others. This is an important policy change based on the following premise: a subdivision is a use of land that is presumed to be compatible with surrounding development when developed to its zoning standards, rather than the subdivision treated as a *use of land* that may or may not be appropriate for the neighborhood. The reason to treat subdivisions as compatible uses is that all lots in a new subdivision must meet the standards for the zone district in which it is located and any future use of these lots must comply with the existing zone district. These proposed changes to the criteria do not preclude the Planning Commission from placing conditions on the plat approval.

The Table of Dimensional Standards already addresses the situation in which one zone district abuts a different zone district. For instance, if a D-18 zone district (residential multi-family district, 18 dwelling units per acre) abuts a D-5 zone district (residential single-family, 5 dwelling units per acre), the Code requires that the greater yard setback also apply to the abutting property. In this instance, the D-18 zone district requires a minimum of 10 feet for a rear yard setback; the D-5 district requires a minimum of 20 feet of rear yard setback. The greater yard setback of 20 feet would apply to both properties creating a wider buffer between the different development densities. The Table of Dimensional Standards provides the minimum standards for development in zone districts; the Commission or the Director may require greater standards than those listed in certain instances.

Appeals

The proposed changes shift more decisions to the Director from the Commission, such as the approval of Minor Subdivisions up to 13 lots and for approval of private access roads in-rights-of-ways. When the Director makes a final decision on a permit, a person can appeal that decision to the Planning Commission pursuant to CBJ 49.20.110. Planning Commission decisions are also appealable to the Assembly. Potentially, more appeal cases stemming from Director's decisions may come to the Planning Commission based on these proposed changes.

Public use lots

For proposed lots that will serve the public, such as for open space, parks, public or private utilities, or conservation lots, the Director or the Commission may waive design, access, and utility requirements. Currently, conservation lots are the only lot type that may be approved that do not have to meet design, access, or utility requirements; conservation lots may only be created if they are within or adjacent to the Mendenhall State Wetlands Game Refuge. The proposed change would remove that restriction and allow conservation lots, as well as other types of public use lots, to be created anywhere, expanding their applicability. Conservation lots are defined in the proposed Code as lots where building development is permanently prohibited and are intended to preserve open space, environmentally sensitive areas, scenic views, wetlands, and buffers. By allowing conservation lots to be created anywhere in the CBJ instead of limited to the Mendenhall State Wetlands Game Refuge, this allows the opportunity for more preservation of other sensitive areas, though it also means that more properties may be removed from the tax base.

Right-of-way Acquisition Plats

Currently, the Code does not address the unique situation concerning right-of-way acquisitions and the resulting subdivisions that occur from changes to the lots. This addition to the Code will provide an orderly process to assist the CBJ and the State with right-of-way acquisitions by tailoring the platting requirements to facilitate construction of right-of-way. In most cases, these will be processed as Minor Subdivisions with approval by the Director; however, if the acquisition will create a substandard lot, then the Planning Commission will review the subdivision.

Public notice will be sent to abutting property owners, but by limiting these types of divisions of land to Minor Subdivisions no matter the number of lots affected, it potentially takes more people out of the process (less public notice, no hearing). Also, the proposed changes require less platting requirements than are available to the public. While allowing a quicker process for public projects that are supposed to make improvements for the overall good of the community. It is a balance between the overall public good versus the effects on the immediate property owners and those in the vicinity.

Street construction standards

CBJ street construction standards have changed over the years. The last significant change to the street construction standards was in 2002. In an effort to increase housing affordability by lessening the cost of construction, the Local Access Street option was added to the Code. Prior to the 2002 amendment, the local road standard was a 28-foot wide paved roadway requiring curb and gutter, but not sidewalks. The Local Access Street was added that reduced the street construction standard to a 26-foot wide travel way with 22 feet of pavement, ditches instead of curb and gutter, streetlights, and a sidewalk on one side of the street. This type of street could be built within the Urban Service Boundary in the RR (Rural Reserve), D-1 (single family residential, 1 dwelling unit per acre), and D-3 (single family residential, 3 dwelling units per acre) zone districts when the development would serve no more than 50 dwelling units. Local and collector streets outside of the Urban Service Boundary were also amended to allow gravel roads, at 24 feet and 28 feet respectively. This 2002 Title 49 amendment also included the requirement for paved sidewalks on both sides of the street in new subdivisions within the Urban Service Boundary, except for Local Access Streets.

The requirement for sidewalks on both sides of the street for new subdivisions supported a priority recommendation from the 2001 Area Wide Transportation Plan (AWTP) that calls for sidewalks in all new subdivisions. The Area Wide Transportation Plan also includes a priority solution to *“pave remaining unpaved streets to decrease negative air quality impacts and improve circulation.”* (Priority Solution No. 12). The 2002 street construction amendment resulted in furthering the sidewalk priority from the AWTP, but it provided more opportunities for gravel roads to be constructed.

The current street construction standards include the standards discussed above. Additionally, waivers for such construction improvements as curb and gutter may be approved by the Planning Commission. The following chart illustrates the current street construction requirements in Title 49, the Land Use Code. As shown below, different standards exist for subdivisions within and outside the Urban Service Boundary.

CURRENT TITLE 49 STREET CONSTRUCTION STANDARDS

	Right-of-way width	Roadway width	Paved/gravel	Curbs**	Gutters**	Streetlights	Sidewalks**	Storm drainage system
Arterials – within and outside the Urban Service Boundary	100' for primary; 80' for secondary	N/A*	N/A*	N/A*	N/A*	N/A*	N/A*	N/A*
Collectors – within Urban Service Boundary	60'	32'	Paved	Yes	Yes	Yes	Both sides	Yes
Typical street – within Urban Service Boundary	50'	28'	Paved***	Yes	Yes	Yes	Both sides	Yes
Local Access street – RR, D1, or D3 zone districts only – cannot exceed 600 feet in length and cannot serve more than 50 dwelling units – within Urban Service Boundary	60'	26'	22' of pavement***	No	No	Yes	One side	Yes
Collectors – Outside Urban Service Boundary	60'	32'	Gravel	No	No	No	No	No
Other streets – Outside Urban Service Boundary	60'	28'; 24' if maximum traffic is less than 250 ADT	Gravel	No	No	No	No	No

*Developer is not responsible for construction of arterial streets

**The commission can consider waivers to these requirements in certain instances upon a determination from the CBJ engineer

***Pavement may be waived in certain instances by the Commission for subdivisions of four or fewer lots

In the proposed changes, the type of road construction required will be based upon average daily trips generated from the proposed subdivision and is shown in a new table, *Table of Roadway Construction Standards*, in Chapter 35. The proposed standards are based solely on average daily trips (ADT) from expected development. This is a change from the current Code that allows reduced standards using varied criteria, such as the amount of units being served, the location of the subdivision in or outside the Urban Service Boundary, and

ADT in some cases. Options for access within subdivisions are proposed for Minor Subdivisions. For subdivisions that will result in 13 units or less, with no more than 250 average daily trips (ADT) per day, there is the option to construct a publicly-maintained paved road or a privately-maintained gravel access road in public right-of-way.

The following chart illustrates the proposed street construction requirements:

TABLE 49.35.240 TABLE OF ROADWAY CONSTRUCTION STANDARDS

Average Daily Trips (ADT)	Adopted Traffic Impact Analysis Required	Sidewalks	Travel Way Width	Street Lights	Right-of-way width **	Paved Roadway Required	Publicly maintained
≥ 500	Yes	Both sides	26 ft.	Continuous	60 ft.	Yes	Yes
251 – 499	Maybe	One side	24 ft.	At all intersections	60 ft.	Yes	Yes
0 to 250	No	Not required	22 ft.	At Intersection of subdivision streets and external street system	60 ft.	Yes	Yes
0 to 250	No	Not required	20 ft. *	At Intersection of subdivision streets and external street system	60 ft.	No ***	No ****

* Or as required by the Fire Code at CBJ 19.10

** Right-of-way width may be reduced

*** Paving of roadway is required for any street within the PM-10 Non-Attainment Area

**** This option requires approval by the Director for a Private Access Road in the Public Right-of-way

The requirements for street lighting are also reduced in the proposed ordinance for smaller subdivisions to only require lighting at intersections. Currently, the street lighting standards (Standard 118) require street lights at intersections with spacing between lights not to exceed 250 feet. However, the spacing of lights depends upon such considerations as traffic speed, traffic volume, bulb wattage and location of lights, such as near a school zone.

Regarding the option for a privately-maintained gravel road, gravel roads are not allowed in the PM10 Management Area, which generally covers the Mendenhall Valley. The Environmental Protection Agency declared the Mendenhall Valley a non-particulate matter attainment area due to air quality exceedances, in accordance with the Federal Clean Air Act, and there is a non-attainment area plan in place. Gravel roads would increase the particulate matter, and in conformance with that plan, would not be allowed in this area.

The following charts illustrate two examples comparing the current and proposed street standards for a four-lot subdivision and a 17-lot subdivision.

**Comparison of Current Street Standards to Proposed Street Standards –
Four Lot Residential Subdivision**

	Traffic Impact Analysis Required	Sidewalks Required	ROW Width	Travel Way Width	Pavement Required	Street Lights
Current Code – Within Urban Service Boundary						
Typical Street	No	Both sides	50 ft.	28 ft.	Yes	Yes
Local Access Street (RR, D1, D3 only; 600 ft. limit; serve no more than 50 dus)	No	One side	60 ft.	26 ft. travel way width with 22 ft. of pavement	Yes	Yes
Current Code – Outside the Urban Service Boundary						
Other streets	No	No	60 ft.	28 ft. (24 ft. is maximum traffic is less than 250 ADT)	No	No
Proposed Code						
0 to 250 ADT – Publicly Maintained	No	No	60 ft.**	22 ft.	Yes	At intersections
0 to 250 ADT – Privately Maintained	No	No	60 ft. **	20 ft. ***	No	At intersections

* Waiver requests can be made to the Commission to reduce the standard

** May be reduced up to 25 feet with approval from director with certain findings

*** Or as required by the Fire Code at CBJ 19.10

**Comparison of Current Street Standards to Proposed Street Standards –
Seventeen Lot Residential Subdivision (proposed ADT of 325*)**

	Traffic Impact Analysis Required	Sidewalks Required	ROW Width	Travel Way Width	Pavement Required	Street Lights
Current Code – Within Urban Service Boundary						
Typical Street	Director's Discretion	Both sides**	60 ft.***	28 ft.	Yes	Yes
Current Code – Outside the Urban Service Boundary						
Other streets	Director's Discretion	No	60 ft.	28 ft.	No	No
Proposed Code						
251 – 499 ADT – Publicly Maintained	Director's Discretion	One side	60 ft.****	24 ft.	Yes	At all intersections

*The ADT is based on the assumption that each single-family home is allowed one accessory apartment by right. The 7th Edition of the ITE Trip Generation manual was used to determine ADT. Single-family residences have 9.57 ADT per dwelling unit. This was used for both the main dwelling unit and the accessory apartment since the definition was the best fit for the types of dwellings.

**Waiver requests can be made to the Commission to reduce the standard

***The right-of-way may be reduced to 50 feet if paving, curb, gutter, underground drainage, and sidewalks on both sides are provided.

****May be reduced up to 25 feet with approval from director with certain findings

Privately maintained access road in public rights-of-way

The option to create a privately maintained access road in a public right-of-way (20-feet wide or as required by Fire Code) enables developers to create subdivisions with gravel roads, of which the maintenance will be shared between the lot owners. While this might enable home buyers to initially purchase these homes, they might not be able to pay for the road upgrade in the future when it is needed and thus, may seek assistance from the CBJ by requesting a Local Improvement District or a Capital Improvements Project for improvements. If the CBJ takes over maintenance of the road in the future for whatever reason, the maintenance costs for gravel roads are higher than paved roads.

This concept is an extension of the Driveway in the Public Right-of-Way permit currently available in Title 49. Numerous rights-of-way were platted previously, but never built. In order to gain access to the subdivided lots from these unbuilt and unimproved rights-of-way, the CBJ can approve a driveway in the public right-of-way so that access to the lot may be gained. This permit is only available to existing subdivisions with unimproved rights-of-way; new subdivisions are not allowed this option. Lots that have these permits are limited to further subdivision unless the road is improved to current street standards, usually by the person requesting the subdivision; the Code does not specify who pays for the improvement. The Code specifies that lot owners must agree to indemnify the CBJ from liability, maintain the driveway, keep the access clear from obstructions, allow the public access, and other requirements as listed in Title 49. This agreement is recorded for each lot in the subdivision. The Director can allow driveways for up to four lots and the Commission can approve five or more.

The proposed privately maintained access road in the public right-of-way option expands this concept and allows it for new Minor Subdivisions that will not generate more than 250 ADT. All lot owners in the subdivision using this option will be required to sign an Access Agreement that is recorded for each lot. The agreement includes the provisions generally that are in the current agreements, but also states that the lot owners are required to pay for the street upgrades when existing or proposed development exceeds 250 ADT; any development that increases the average daily trips above 250 shall pay a proportionate share of the costs of the improvement which will offset the costs imposed on the existing owners. An owner's association must be in place in order to fulfill the terms of the agreement as well as to obtain liability insurance related to the privately maintained access road. The agreement required with the proposed privately maintained access road option provides more conditions that are intended to keep the maintenance of the road and upgrades of it in the hands of the lot owners. While both the current Code and the proposed Code allow for gravel roads for smaller developments, it is a policy decision whether the CBJ wants to expand this concept and allow more gravel "private" roads.

Remote subdivisions

Title 49 currently allows subdivisions that can be accessed by navigable water. These subdivisions are designed like traditional subdivisions except that the access requirement (a minimum of 30 feet of frontage on a maintained right-of-way) is met by a navigable water body instead of a right-of-way; each lot in a remote subdivision provides accessibility to the water for access as well as provides right-of-way between the water lots and upland lots. The Planning Commission can waive the right-of-way construction and potable water requirements for these subdivisions. These subdivisions accessed by navigable water are located outside of the Fire Service Area and the Roaded Service Area. The expectation by remote property owners to receive CBJ services, such as fire, emergency, and police protection, is lessened, as well as CBJ maintenance of rights-of-way or other services.

The current Code does not address remote subdivisions that can be accessed from a road, or rather, that can be accessed by a vehicle. Because of the possibility that owners in a remote subdivision that can be accessed from the road system may have a greater expectation of CBJ services, placing limitations to the type and distance of access were important in order to emulate the remote subdivisions accessed by navigable water. The proposed changes to the remote subdivision requirements will allow subdivision when the property is accessed solely by

navigable water or a pioneer path. A pioneer path is defined as one that is limited to 48 inches in width and is designed and constructed to prevent a registered vehicle, or one that is required to be registered, from traveling on the path. Additionally, the property for remote subdivisions must be located at least one-half mile outside of the Roaded Service Area. This minimum of a half-mile distance is intended to provide enough distance between the road system and the development to make access remote in a manner that services will not be expected and also provides the remoteness sought after for this type of development. The distance also leaves enough area for the road system to expand in the future if needed. If the road system does expand towards a remote subdivision, the requirement for 60 feet of right-of-way within the subdivision, as well as to the subdivision, is needed for future holdings. However, access to and within the subdivision will be limited to a pioneer path within this right-of-way. These proposed changes meet the intent of remote subdivisions.

Presented by: The Manager
Introduced:
Drafted by: A. G. Mead

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2015-03

An Ordinance Amending 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 49.10.130, Meetings, is amended to read:

49.10.130 Meetings.

- (a) Regular meetings shall be held on the second and fourth Tuesday of each month.
- (b) Special meetings may be called by the chair or any three members of the commission. Public notice of special meetings shall be made 24 hours in advance and shall be supplied to the local news media and posted on the municipal bulletin board. Commission members will be notified by the department.
- (c) Public notice for all permits and other land use ordinance actions shall be according to the requirements established for such actions.
- (d) Meetings shall be conducted under Robert's Rules of Order ~~Mason's Manual~~, as modified by the commission.
- (e) The commission may, by motion, establish its own rules of procedure and committees, meeting times, dates and places, media for public notice, development application ~~and evidentiary~~ forms, referral and review agencies and procedures, and any other matter reasonably necessary or desirable for the full and complete conduct of its duties pursuant to this title and any other provision of law.

Section 3. Amendment of Section. CBJ 49.10.770, Meetings, is amended to read:

49.10.770 Meetings.

(a) *Regular meetings.* The wetlands review board shall hold one regular meeting each month as necessary to conduct board business. ~~and shall hold additional regular meetings as the board may prescribe by resolution.~~

(b) *Special meetings.* The wetlands review board may hold special meetings upon the call of the chair or any two members. At least 24 hours before the meeting, personal notice shall be given to each board member designating the time, place, and purpose of the special meeting, or written notice shall be left at each member's usual place of residence. At least 24 hours before the meeting, copies of the notice shall also be delivered to the newspapers of general circulation in the municipality and to the commercial radio and television stations operating in the municipality. ~~No business may be transacted at any special meeting except as stated in the notice of the meeting. All meetings of the wetlands review board shall be publicly noticed in the same manner as other City and Borough boards and commissions, and shall be conducted in accordance with the Alaska Open Meetings Act.~~

(c) *Public notice.* No business may be transacted at any special meeting except as stated in the notice of the meeting. All meetings of the wetlands review board shall be publicly noticed in the same manner as other City and Borough boards and commissions, and shall be conducted in accordance with the Alaska Open Meetings Act.

Section 4. Amendment of Section. CBJ 49.10.790, Rules of Procedure, is amended to read:

49.10.790 Rules of Procedure.

Meetings shall be conducted under Robert's Rules of Order ~~Mason's Manual~~ and such additions or amendments to the rules as may be adopted by the wetlands review board.

Section 5. Amendment of Article. Chapter 49.15, Article I In General, is amended by adding a new section to read:

49.15.150 Application cancellation and withdrawal.

(a) A permit application may be cancelled for inactivity if an applicant fails to respond to the department's written request for revisions, corrections, or additional information within 180 days of the date of the request. The director may extend the response period up to an

additional 180 days. If an application is cancelled due to inactivity, the application fee shall be forfeited.

(b) For an application filed prior to the effective date of this ordinance, the director shall assess the status of the application. If the director determines the application is incomplete, the applicant shall be informed in writing of the additional information needed and that the application will be cancelled for inactivity if the applicant fails to provide the requested information within 180 days from the date of notice. The director shall not extend the response period beyond the initial 180 days from the date of notice.

(c) A development permit shall become void, and the application fee forfeited, 18 months after its effective date if no associated building permit, right-of-way permit or similar permit for construction has been issued and substantial construction progress pursuant thereto made, or if no plat has been issued in accordance with the plans for which the development permit was authorized. A development permit shall become void if all building permits issued for the development expire or become void.

(d) An applicant or property owner may withdraw a permit application at any time. If an application is withdrawn less than seven days before the public hearing on the application, the application fee shall be forfeited.

Section 6. Amendment of Section. CBJ 49.15.230, Public notice, is amended to read:

49.15.230 Public notice.

The purpose of the following public notice requirements is to reasonably inform interested parties that an application or matter is scheduled to be considered by the planning commission at a specific date, time, and place. The public notice must generally describe the application or matter. Unless otherwise provided, public ~~Public~~ notice of planning commission consideration of development permits and rezonings shall be provided as follows:

(1) Permit consideration shall be included as an item in the posted agenda.

(2) Notice of the commission meeting, and the agenda item shall be published in a newspaper of general circulation in the City and Borough a minimum of ten days prior to the date of the meeting.

(3) The developer shall post a sign ~~at on~~ at the site or other location approved by the director at least 14 days prior to the meeting. If the proposed development is on the road system, the ~~The~~ sign shall be visible from a public right-of-way. ~~Signs~~ shall be between four square feet and 32 square feet in area, shall have a red background, and shall indicate in white lettering, 216-point font or larger, that a development

permit or rezoning, as applicable, has been sought for the site, the date of the hearing ~~thereon~~, and that further information is available from the director. The developer shall maintain the sign and shall remove it within 14 days after final action on the application.

(4) The director shall mail notice of the application and the public hearing ~~initial meeting thereon~~ to the owners of record of all property and all neighborhood associations listed with the municipal clerk in accordance with CBJ 11.35 located within 500 feet of the property subject to the permit or rezoning. The actual cost of mailing shall be paid by the applicant.

(5) The applicant shall deliver individual written notice by certified mail, return receipt requested of the application and the initial meeting thereon to each tenant of any multifamily residential development for which the application seeks a change in use.

(6) The director may require more than one sign and may mail notice to additional owners of record of properties beyond 500 feet of the property under section (4) upon a determination that such expanded notice is required in order to provide reasonable public notice.

(7) The director may conduct one or more neighborhood meetings prior to the commission meeting. The purpose of a neighborhood meeting is to make application materials available to interested parties, to solicit input regarding an application, and for the department to describe the application review process.

Section 7. Repeal of Section. CBJ 49.15.240 Development permit expiration, is repealed and reserved.

Section 8. Amendment of Section. CBJ 49.15.239, Effective date, is repealed and reenacted to read:

49.15.239 Effective date.

(a) Major development permits and other planning commission decisions are effective on the date the notice of decision is filed with the municipal clerk.

(b) Minor development permits and other director approvals are effective on the date the director signs the permit.

Section 9. Amendment of Section. CBJ 49.15.330, Conditional use permit, is amended to read:

49.15.330 Conditional use permit.

(a) *Purpose.* A conditional use is a use that may or may not be appropriate in a particular zoning district according to the character, intensity, or size of that or surrounding uses. The conditional use permit procedure is intended to afford the commission the flexibility necessary to make determinations appropriate to individual sites. The commission may attach to the permit those conditions listed in subsection (g) of this section as well as any further conditions necessary to mitigate external adverse impacts. If the commission determines that these impacts cannot be satisfactorily overcome, the permit shall be denied. ~~The procedures and standards established in this section shall also be applied to major subdivision preliminary plat approval pursuant to section 49.15.430.~~

...

(g) *Specific conditions.* The commission may alter the director's proposed permit conditions, impose its own, or both. Conditions may include one or more of the following:

...

(4) *Dedications.* Conveyance of title, easements, licenses, or other property interests to government entities, private or public utilities, owners' associations, or other common entities may be required.

Section 10. Repeal and Reenactment of Article. CBJ 49.15, Article IV Minor and Major Subdivisions, is repealed in its entirety and reenacted to read:

Article IV. Subdivisions

Division 1. Permits

49.15.400 Purpose and applicability.
49.15.401 Minor subdivisions.
49.15.402 Major subdivisions.
49.15.403 Lot consolidations.
49.15.404 Public way vacations.

Division 2. Plat Requirements

49.15.410 Sketch plat.
49.15.411 Preliminary plat requirements.

- 49.15.412 Final plat requirements.
- 49.15.413 Plat expiration.
- 49.15.414 Plat effective date.
- 49.15.415 Recorded plats legalized.

Division 3. Design

- 49.15.420 Lots.
- 49.15.421 Cul-de-sac lots.
- 49.15.422 Public use lots.
- 49.15.423 Panhandle lots.
- 49.15.424 Access.

Division 4. Privately Maintained Access in Rights-of-Way

- 49.15.430 Purpose.
- 49.15.431 Application.
- 49.15.432 Department action.
- 49.15.433 Design criteria.
- 49.15.434 Access agreement.
- 49.15.435 Other requirements.

Division 5. Remote Subdivisions

- 49.15.440 Remote subdivisions.
- 49.15.441 Applicability.
- 49.15.442 Improvement standards.

Division 6. Survey and Monumentation Standards

- 41.15.450 Licensed surveyor required.
- 49.15.451 Boundary lines – basis of bearing.
- 49.15.451 Accuracy of survey.
- 49.15.453 Monumentation.

Division 1. Permits

49.15.400 Purpose and applicability.

(a) The purpose of this article is to facilitate the subdivision of land to promote the public health, safety, and general welfare of the citizens of the CBJ in accordance with The Comprehensive Plan of the City and Borough of Juneau, Alaska. To meet this objective, this article is intended to:

- (1) Establish a process that facilitates the fair and predictable division of land;

- (2) Encourage the efficient and cost-effective provision of public services;
- (3) Address traffic and circulation to reduce congestion;
- (4) Provide for flexibility in the division and establishment of residential and commercial lots;
- (5) Establish procedures for subdividing land to accommodate a variety of housing types; and
- (6) Accomplish uniform monumentation for land subdivision and facilitate accurate legal descriptions for land conveyance.

(b) This article shall apply to any division or redivision of real property within the City and Borough. This article shall not apply to cemetery plots or land leases.

49.15.401 Minor subdivisions.

(a) A minor subdivision permit is required for the following:

(1) *Thirteen or fewer lots.* A minor subdivision permit is required for all subdivisions resulting in thirteen or fewer lots. No minor subdivision application may be filed or approved:

(A) If it is a part of or is made in connection with a present or projected major subdivision development as determined by the director;

(B) If the property is within a parcel any part of which has been subdivided by a minor subdivision within the preceding 24 months, unless the proposed subdivision creates no new lots; or

(C) For the subdivision of a parcel any part of which is within a landslide or avalanche area identified as such in the comprehensive plan, attachments thereto, other adopted maps, or in accordance with CBJ 49.70.300.

(2) *Accretion surveys.* The minor subdivision process shall be used for the review and recording of accretion surveys, regardless of the number of lots affected.

(3) *Conservation lot subdivisions.* The minor subdivision process shall be used for the review and recording of conservation lot subdivisions, regardless of the number of lots affected.

(4) *Lot line adjustments.* The minor subdivision process shall be used to review adjustments to any number of lot boundary lines if the subdivision does not result in an increase in the number of lots.

(5) *Right-of-way acquisition plats.* The minor subdivision process shall be used for the review and recording of right-of-way acquisition plats filed by an agency of government regardless of the number of lots affected, in accordance with CBJ 49.15.590 unless such acquisition creates any nonconforming lot, use, or structure.

(b) *Pre-application conference.* A pre-application conference is required prior to submitting an application for a minor subdivision. A sketch plat may be required at the director's discretion.

(c) *Preliminary plat.* The director shall be responsible for review and approval of the application for a preliminary plat.

(1) An applicant for a preliminary plat shall submit an application on a form provided by the department, accompanied by a draft preliminary plat and the appropriate fee. The draft plat shall meet the standards set forth in CBJ 49.15.411.

(2) The department shall send written notice of the application to the owners of abutting property following the director's determination that the application is complete.

(3) The director or applicant may request review by the subdivision review committee.

(4) *Review and approval.* The director shall approve the application if the following criteria are met:

(A) The preliminary plat complies with CBJ 49.15.411;

(B) The applicable subdivision development standards of this title are met, or can reasonably be met with conditions;

(C) The proposed subdivision will provide building sites suitable for the zoning district;

(D) The proposed street names are unique in the City and Borough or are continuations of existing streets and are otherwise acceptable; and

(E) The director of engineering and public works has reviewed the application and determined that:

(i) The subdivision meets applicable drainage and water quality requirements;

(ii) The streets, pioneer paths, and pedestrian ways as proposed accommodate anticipated traffic, align, and, where appropriate,

connect with streets and pedestrian ways serving adjacent properties;

(iii) The minor subdivision conforms to the requirements of this title and that any proposed improvements can feasibly be constructed in accordance with this title; and

(iv) Where public sewer is not required, the applicant has shown that soils are suitable for individual on-lot wastewater treatment and disposal or has shown the feasibility of alternative methods for wastewater treatment and disposal.

(5) The director will issue and sign a notice of decision listing any conditions or plat notes required for final plat approval. If the preliminary plat is denied, the applicant may submit a revised plat application, without paying additional application fees, within 180 days from the date of the notice of decision.

(d) *Construction plans.* Upon approval of the preliminary plat, the applicant shall submit complete sets of construction plans for all required improvements to the department for review by the director of engineering and public works for compliance with CBJ 49.35.140.

(e) *Survey and monumentation.* Once the construction plans are approved, the applicant shall complete required surveying and monumentation in accordance with CBJ 49.15, Article IV, Division 6.

(f) *Final plat.* An application for a final plat shall be on a form provided by the department, accompanied by a final plat and the appropriate fee. The director may place conditions upon the granting of final plat approval as are necessary to preserve the public welfare. The application shall be approved if the following criteria are met:

(1) The applicant has complied with any conditions or plat notes required by the director in the notice of decision approving the preliminary plat;

(2) The applicant has constructed all required improvements or provided a financial guarantee in accordance with CBJ 49.55.010; and

(3) The final plat meets the criteria set forth in CBJ 49.15.412.

(g) *Plat recording.*

(1) The director shall sign the plat upon a determination that the final plat meets all of the requirements of this title, that all plat certificates have been signed and notarized, and that all required documents have been submitted for recording with the final plat in accordance with CBJ 49.15.412.

(2) The department shall file the original plat, at the applicant's expense, with

the State Recorder's Office at Juneau.

49.15.402 Major subdivisions.

(a) A major subdivision permit is required for subdivisions resulting in fourteen or more lots.

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

(c) *Preliminary plat.* The commission shall be responsible for approval of the preliminary plat.

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

(2) Public notice of the application shall be provided pursuant to CBJ 49.15.230.

(3) The director or applicant may request review by the subdivision review committee.

(4) The director shall prepare and submit a report to the commission noting any conditions of approval or plat notes recommended and addressing the following criteria:

(A) Whether the preliminary plat complies with CBJ 49.15.411;

(B) Whether the applicable subdivision development standards of this title are met, or can reasonably be met with conditions;

(C) Whether the proposed subdivision will provide building sites suitable for the zoning district;

(D) Whether the proposed street names are unique in the City and Borough or are continuations of existing streets and are otherwise acceptable;

(E) Whether the director of engineering and public works has reviewed the application and determined that:

(i) The subdivision meets applicable drainage and water quality requirements;

(ii) The streets, pioneer paths, and pedestrian ways as proposed accommodate anticipated traffic, align, and, where appropriate,

connect with streets and pedestrian ways serving adjacent properties;

(iii) The subdivision conforms to the requirements of this title and that any proposed improvements can feasibly be constructed and will conform to the requirements of this title; and

(iv) Where public sewer is not required, the applicant has shown that soils are suitable for individual on-lot wastewater treatment and disposal or has shown the feasibility of alternative methods for wastewater treatment and disposal.

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

(d) *Construction plans.* Upon approval of the preliminary plat, the applicant shall submit complete sets of construction plans for all required improvements to the department for review by the director of engineering and public works for compliance with CBJ 49.35.140.

(e) *Survey and monumentation.* Once the construction plans are approved, the applicant shall complete required surveying and monumentation in accordance with CBJ 49.15, Article IV, Division 6.

(f) *Final plat.* An application for a final plat shall be on a form provided by the department, accompanied by a final plat and the appropriate fee. The final plat shall meet the standards set forth in CBJ 49.15.412.

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

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

(3) The commission may place conditions upon the granting of final plat commission as are necessary to preserve the public welfare. The commission shall approve the application for a final plat if the following criteria are met:

(A) The applicant has complied with any conditions or plat notes required in the notice of decision approving the preliminary plat;

(B) The applicant has constructed all required improvements or provided a financial guarantee in accordance with CBJ 49.55.010; and

(C) The final plat meets the standards set forth in CBJ 49.15.412.

(g) *Plat recording.*

(1) The chair of the commission shall sign the plat upon a determination that the final plat meets all of the requirements of this title, that all plat certificates have been signed and notarized, and that all required documents have been submitted for recording with the final plat in accordance with CBJ 49.15.412.

(2) The department shall file the original plat, at the applicant's expense, with the State Recorder's Office at Juneau.

49.15.403 Lot consolidations.

(a) An application for the consolidation of two or more abutting lots shall be submitted on a form provided by the department along with the application fee. Unless waived by the director, an applicant must also submit a plat prepared by a professional land surveyor licensed to practice in Alaska. If the director determines that a plat is not required, the applicant shall submit a drawing, satisfactory to the director, indicating all existing and proposed lot lines.

(b) If a plat is required, the minor subdivision process shall apply. If a plat is not required, the director shall approve the application if the following criteria are met:

(1) All lots proposed for consolidation are under common ownership;

(2) CDD receives certification from the CBJ Treasurer that all real property taxes and special assessments levied against the property have been paid in full, or, if the certificate is sought between January 1 and the date of levy, that there is on deposit with the Treasurer an amount sufficient to pay estimated real property tax for the current year. Special assessments levied against a parcel to be subdivided must be paid in full prior to issuance of the certificate;

(3) The lots are located in the same zoning district;

(4) Consolidation of the lots will not create a zoning or building code violation; and

(5) The director of engineering and public works has reviewed and approved the

lot consolidation proposal for conformity with the requirements of this title.

(c) The director will issue and sign a notice of decision. Upon director approval, the department shall prepare and provide to the applicant a letter of lot consolidation. The letter shall provide for acceptance of the consolidation by notarized signature thereon by the owner or owners of the new lot, and upon such execution, the department shall record the document at the applicant's expense.

49.15.404 Public way vacations.

(a) This section applies to petitions to vacate any portion of an existing public way, public easement, or any other area dedicated to the public. This section does not apply to property owned by the City and Borough in its proprietary capacity.

(b) *Pre-application conference.* A pre-application conference is required prior to submitting an application for a public way vacation.

(c) *Application.* Applications for public way vacations shall be submitted on a form provided by the department, and must be accompanied by the following:

(1) A petition by the City and Borough or a request signed by the owners of a majority of the land fronting the area sought to be vacated;

(2) A deed, or other sufficiently reliable legal instrument, describing the owners of the land fronting the area sought to be vacated;

(3) A sketch plat and all relevant submittals required by CBJ 49.15.410 showing the area proposed to be vacated and the proposed configuration of all adjoining parcels that would be modified if the vacation application were approved;

(4) A deed, or other sufficiently reliable legal instrument, describing how title to the vacated area will be allocated consistent with this section;

(5) The application fee;

(6) If required, an appraisal by a qualified appraiser; and

(7) If required by the director, a traffic impact analysis in accordance with CBJ 49.40, Article III.

(d) *Commission review process.*

(1) After determining the application is complete, the department shall provide public notice consistent with CBJ 49.15.230.

(2) The director may transmit copies to other public or private entities that may have an interest in the proposal for their comments.

(3) The director of engineering and public works shall review the application and present written comments, including any recommended conditions of approval, to the director of community development.

(4) The director or applicant may request review and comment by the subdivision review committee.

(5) The director shall submit a recommendation to the commission addressing the following:

(A) Whether the area proposed to be vacated is a right-of-way acquired under the former 43 U.S.C. 932 (RS 2477 right-of-way);

(B) Whether there is any current or anticipated future public purpose to retain the area proposed to be vacated;

(C) Whether the proposed vacation will have a detrimental effect on the adjacent property or on the neighborhood; and

(D) Whether the proposed vacation is in the best interest of the public.

(6) The commission shall consider requests to vacate public ways after public hearing. The commission shall presume that all public ways and similar public areas are of value and of benefit to the public. The petitioner has the burden to prove otherwise.

(7) After public hearing, the commission shall make a recommendation to the assembly to approve, approve with modifications, or deny the proposed vacation request. The commission shall prepare written findings in support of its recommendation, which shall be forwarded to the assembly for its consideration. If the commission recommends approval of the request or approval with modifications, the commission must also make the necessary findings to determine how title to the vacated area should be ordered as detailed below.

(A) The title to the public area vacated on a plat attaches to the lot or land bordering the area in equal proportions. If the public area was originally dedicated by different persons, original boundary lines shall be adhered to so that the portion of the public area that lies on each side of the boundary line shall attach to the abutting property on each respective side. The portion of a vacated public area that lies inside the limits of a platted addition attaches to the lots of the platted addition bordering on the area. If a public square is vacated, the title to it vests in the City and Borough. If the property vacated is a lot, title vests in the rightful owner.

(B) If the City and Borough acquired the vacated area for legal consideration, or by express dedication to and acceptance by the City and Borough other than as a subdivision platting requirement, then before final vacation the fair market value of the vacated area shall be deposited with the platting authority to be transferred to the City and Borough upon final vacation as required by CBJ 53.09.600.

(8) If the commission recommends approval of the request or approval with modifications, the director shall forward an ordinance along with the commission's written recommendation to the assembly for its consideration.

(e) *Assembly review.* A vacation is not valid without approval by the assembly in its legislative capacity and the recording of a plat. If the assembly approves the vacation, the assembly shall approve the vacation by ordinance. If the assembly does not approve the vacation, a subsequent vacation application cannot be filed until one year has elapsed from the date of the commission's recommendation.

(f) If the vacation of public way is approved, the property added to a parcel shall be platted per the subdivision requirements below.

(1) If the request involves a vacation that includes the resubdivision of thirteen or fewer lots, the submittal and platting requirements for a minor subdivision shall apply.

(2) If the request involves a vacation that includes the resubdivision of more than thirteen lots, the submittal and platting requirements for a major subdivision shall apply.

Division 2. Plat Requirements

49.15.410 Sketch plat.

(a) The sketch plat serves the following purposes:

(1) To inform the applicant of the City and Borough's subdivision requirements, public improvement requirements, and platting procedures before substantial costs are incurred by the developer in preparation of a subdivision application;

(2) To inform the department of the applicant's development plans; and

(3) To identify issues with the proposed subdivision, such as issues with the subdivision layout, the extent and nature of required improvements, the location and protection of sensitive areas, impacts to adjoining properties, and traffic, platting, drainage, and utilities requirements.

(b) A sketch plat is required for major subdivisions. A sketch plat may be required, at the director's discretion, for minor subdivisions.

(c) A sketch plat shall include the following:

- (1) A scaled drawing of the property, at a scale no smaller than 200 feet to an inch;
- (2) The size of the original tract or tracts being subdivided;
- (3) A north arrow. The plat shall be oriented with north toward the top of the sheet;
- (4) The name of the owner;
- (5) The approximate locations of existing lot layouts of adjoining properties;
- (6) Any existing rights-of-way, easements, or other encumbrances;
- (7) The approximate location of existing structures;
- (8) The approximate location and sizes of existing sewer lines, water lines, culverts, and other underground structures;
- (9) Proposed phasing, if applicable;
- (10) The number, dimensions, and approximate areas of all proposed lots;
- (11) The locations and names of all planned streets or other public ways within the subdivision;
- (12) If the sketch plat submitted covers only a part of the tract under the control of the applicant, the prospective street system of the unplatted part must also be shown;
- (13) The approximate location of any parcels proposed to be set aside for public use or for the use of all the property owners within the proposed subdivision, if applicable;
- (14) Proposed connections to sewer and water or a plan for any on-lot wastewater disposal; and
- (15) Proposed plans for collecting and discharging drainage water.

49.15.411 Preliminary plat requirements.

(a) The preliminary plat shall be prepared by a professional land surveyor, registered in the State of Alaska.

(b) The preliminary plat shall be submitted on 22 by 34 inch sheets. The director of engineering and public works may approve alternate sheet sizes.

(c) The preliminary plat shall be drawn with black ink to a scale of one-inch to 100 feet or less, or other suitable scale approved by the director of engineering and public works.

(d) The preliminary plat shall be oriented with north toward the top of the sheet. A vicinity map shall be located in the upper right-hand corner of the sheet. The vicinity map shall be oriented in the same direction as the plat. A suitable north arrow shall be shown for the plat and vicinity map.

(d) All line work and lettering must be of professional quality, and all line widths and lettering sizes must be of such size that all information can be clearly shown without overlap or confusion.

(e) A preliminary plat shall contain the following information:

(1) An enclosed title block in the lower right-hand corner containing the following information:

(A) The proposed name of the subdivision;

(B) The legal description of the parcel to be subdivided including U.S. Survey, U.S. Mineral Survey, A.T.S. number or section, township, and range number, as applicable;

(C) "City and Borough of Juneau, Alaska";

(D) "State Recorder's Office at Juneau";

(E) The date the preliminary plat was prepared and revised;

(F) The horizontal scale;

(G) The name and address of the owner of record;

(H) The case number for the preliminary plat;

(I) The parcel numbers of the property; and

(J) The name, address, and telephone number of the surveyor preparing

the preliminary plat.

(2) Lot, block, and street information:

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

(3) Boundary lines:

- (A) All boundary lines of the subdivision with bearings and distances described;

(B) All retraced boundary lines shall show record and measured bearings and distances where they differ. Record dimension information shall be shown within parentheses and include a record source identification;

(C) The exterior boundary lines of the subdivision shall be a solid black opaque line that is of a width that distinguishes it from all other property lines shown on the plat; and

(D) If phasing is proposed, then the boundaries and number of each phase, sequential lot numbering, and a subdivision name consistent with previous phases shall be shown.

(4) Monumentation:

(A) The monuments used to establish the basis of bearing;

(B) Each monument found or set shall be identified on the plat by a symbol;

(C) A complete description of the monument, including type and all information printed on the cap. A typical drawing shall be shown for each type of monument cap set;

(D) A legend showing the symbols for all the types of monuments; and

(E) The identification, description location, elevation, and datum of the benchmark used to establish vertical control.

(5) Site access, circulation, and utilities:

(A) The widths and names of existing rights-of-way within the subdivision and within 100 feet of the subdivision boundary;

(B) Proposed rights-of-way, including their widths and proposed names;

(C) The grades of existing and proposed streets within these rights-of-way;

(D) The width, ownership, use, and record reference of all proposed and existing easements within the subdivision and within 100 feet of the subdivision boundary;

(E) The width, ownership, and use of all proposed easements;

(F) All proposed and existing easements shall have sufficient dimensions shown to determine their location on the ground;

(G) Existing trails or pathways within the subdivision and within 100 feet of the subdivision boundary, including the width of any associated rights-of-way or easements;

(H) Proposed trails or pathways and widths of their rights-of-way; and

(I) If the plat submitted covers only a part of the tract under the control of the applicant, a sketch plat of the prospective street system of the unplatted part shall be submitted.

(6) Topographic information:

(A) For slopes of less than five percent, show one foot contour lines and include spot elevations at all breaks in grade, along all drainage channels or swales, and at selected points not more than 100 feet apart in all directions;

(B) For slopes between five percent and ten percent, show two foot contour lines;

(C) For slopes greater than ten percent, show five foot contour lines;

(D) Every fifth elevation contour shall be distinctive and clearly labeled;

(E) Dashed lines shall represent existing contours;

(F) Mapping shall include any significant features which can materially affect the design of the subdivision, including, but not limited to, structures, fences, walls, and utility poles;

(G) If irregular slopes or special features are present, additional contour information may be required by the director of engineering for planning or construction purposes. Additional required information may include projecting the topography of the site after grading has taken place, showing such items as:

(i) Pad elevations and drainage patterns for each lot;

(ii) Tops and toes of all manufactured slopes, including daylight lines; and

(iii) Existing and proposed retaining wall locations and heights.

(H) For subdivisions located in hillside areas with slopes greater than eighteen percent, additional requirements apply in accordance with CBJ 49.70, Article II.

(7) Sewer and water:

(A) Existing sewer and water mains within the tract with pipe sizes and grades; and

(B) A draft plan for proposed water and sewer lines showing the size, approximate slope, and connection points with elevations for the purpose of determining the feasibility of construction.

(f) *Multisheet plats.* When a plat requires more than one sheet, exclusive of a certificate sheet, an index sheet shall be included. When a plat requires more than three sheets, a cover sheet shall also be included, showing the subdivision title, a key map, and all certificates. Each additional sheet shall include the following data:

(1) North arrow;

(2) Legend;

(3) Surveyor's seal and signature;

(4) Title block;

(5) Sheet _____ of _____;

(6) Scale;

(7) All plat notes; and

(8) Vicinity map.

(g) The preliminary plat shall be submitted with the following required documents:

(1) A lot closure report; and

(2) Disclosure of all known environmental hazards and any proposed mitigation measures recommended in the applicable environmental document.

(h) *Additional mapping or reports.* If required by this title or by the director, the following additional mapping or reports shall be submitted with the preliminary plat:

(1) Any portion of a special flood hazard area, landslide or avalanche area, habitat area as defined by CBJ 49.70.310, or watersheds, either existing at the proposed subdivision site or shown on the overlay maps, adopted pursuant to this title, to exist at the proposed subdivision site, must be depicted on the preliminary plat;

(2) The boundaries of any wetland areas must be depicted on the preliminary plat. Boundaries must be determined by a person qualified to perform wetland delineations;

(3) *Soils report.* A soils report prepared by an engineer licensed by the State of Alaska shall be required if the proposed subdivision is located farther from the existing public sewer system than specified in CBJ 49.35, and the applicant chooses to provide on-lot waste disposal rather than to connect to the public system. A soils report shall include the following:

(A) Certification that the proposed lots are large enough and have soil of sufficient permeability to permit the construction of approved waste treatment systems for on-lot waste disposal;

(B) The location and size of drain fields for each lot;

(C) The locations and logs of test borings, percolation test results, and a hydrological evaluation of on-site sewage disposal;

(D) If the soils report indicates that the soils found on the site are not of sufficient permeability or the lots are not large enough to permit the construction of systems for on-lot waste disposal, the size of the proposed lots must be increased or alternate methods for waste disposal proposed; and

(E) The soils report shall describe the nature of the subsurface soils and any soil conditions that would affect the design of the proposed development. The soils report shall state whether the proposed subdivision plan is feasible and provide general solutions for all known geotechnical conditions or problems.

(4) *Drainage report.* A report specifying the method by which the applicant proposes to manage surface and subsurface drainage for the subdivision and the effect of such method on adjacent areas. The report must address the following:

(A) A calculation of the increase in stormwater runoff resulting from the proposed development as well as the runoff from all drainage areas associated with the site. Runoff calculations shall be based on a fully-developed subdivision and a 25-year storm event;

(B) How drainage from the proposed subdivision will join an established drainage channel or channels, unless the director of engineering and public works approves use of an alternative drainage way;

(C) An evaluation of existing drainage ways and structures located between the subdivision and the receiving water body, and verification that

the existing drainage ways can accommodate the increased runoff. If the increased runoff cannot be handled, the plan must propose general solutions to the problem; and

(D) All required improvements, on or off site, that are shown on the construction plans in accordance with CBJ 49.35, Article V, and that will be constructed as part of the subdivision.

(5) *Water.*

(A) For subdivisions of five or more lots, including major subdivisions, the following shall be included, where applicable, in accordance with CBJ 49.15.412:

(i) If a proposed subdivision is located at greater distance from the existing public water system than specified in CBJ 49.35, Article III, and the applicant chooses not to connect to the public system, a statement that the applicant will provide a community water system or that individual wells will be used;

(ii) A report by a registered engineer or geologist that clearly supports the legal and physical availability of adequate water. Methods for proof of water availability and the standards for quantity are listed in CBJ 49.35, Article III; and

(iii) A copy of the State application for a permit to appropriate water in the quantity required to meet the subdivisions demands.

(B) This section does not apply to remote subdivisions unless: the subdivider of the remote subdivision chooses to provide potable water, a public water system is available and the subdivision falls within the criteria outlined in CBJ 49.35.310(a), or the subdivision has four or fewer lots.

(C) The director for minor subdivisions, and the planning commission for major subdivisions, may, for good cause, temporarily waive the requirement to provide a water report and proof of water, and condition the approval of the preliminary plat upon the provision of both documents as part of the final plat application and approval process.

(6) *Erosion control.* A report explaining the method by which the applicant proposes to control erosion and manage runoff, and potential impacts to adjacent properties or water bodies. The report shall include a plan for preservation of ground cover in areas where runoff and resulting erosion need to be minimized.

(7) *Traffic study.* A traffic impact analysis may be required with the preliminary plat in accordance with CBJ 49.40.300.

(8) *Shadow plats.* For subdivisions of five or more lots in transition areas, a shadow plat shall be submitted according to CBJ 49.70.710. The shadow plat shall consist of a sketch superimposed on the proposed subdivision layout. This sketch shall reflect any future resubdivision of the parcels into smaller lots consistent with the higher density and the lot size allowed under the transition zoning.

49.15.412 Final plat requirements.

(a) All final plats must meet the requirements set forth in CBJ 49.15.411.

(b) The director for minor subdivisions, and the commission for major subdivisions, may place such conditions upon the granting of final plat approval as are necessary to preserve the public welfare. When such a condition of approval entails a restriction upon the use of all or part of the property being subdivided, a note specifying such restrictions shall be placed on the face of the plat. The note shall constitute a restriction in favor of the municipality and the public, and shall run with the land, enforceable against all subsequent owners. Any such restriction may be enforced against the applicant or any subsequent owner by the municipality, by injunction or other appropriate action, in the same manner as a permit or permit condition, or by any specifically affected member of the public.

(c) Certifications.

(1) The following notarized certificates shall appear on all plats. The certificates shall be certified, dated, and signed before a notary public in accordance with A.S. 09.63, and must contain the relevant form of acknowledgment specified by A.S. 09.63.100.

(A) Ownership Certificate:

I (we)(corporate name) hereby certify that I am (we are)(the corporation is) the owner(s) of the property shown and described hereon and that I (we)(it) hereby adopt this plat of subdivision with my (our)(its) free consent, and dedicate all streets, alleys, walks, parks and other open spaces to public or private use as noted.

(B) Surveyor's certificate:

I, (name), in my capacity as a professional Land Surveyor registered in the State of Alaska, certify that this plat represents the survey made by me or under my direct supervision, that the accuracy of the survey is within the limits required by Title 04 of the Community Development Regulations and Title 49 of the Code of the City and Borough of Juneau, that all dimensional and relative bearings are correct, and that monuments are set in place and noted upon this plat as presented.

(2) The following director's certificate shall appear on minor subdivision plats, signed by the director and attested to by the municipal clerk:

I hereby certify that the plat hereon has been found to comply with Title 49 of the Code of the City and Borough of Juneau and is approved by the City and Borough of Juneau, Department of Community Development, for recording in the office of the Juneau Recording District, Juneau, Alaska.

(3) The following certificate shall appear on all major subdivision plats, signed by the chair of the planning commission and attested to by the municipal clerk.

I hereby certify that the subdivision plat shown hereon has been found to comply with the subdivision regulations of the City and Borough of Juneau, Alaska and that said plat has been approved by the Planning Commission by Plat Resolution No. _____, dated _____, 20____, and that the plat shown hereon has been approved for recording in the office of the District Recording Office, Juneau, Alaska.

(d) *Certificate sheet.* The director may require a certificate sheet to be included with the final plat for clarity. The certificate sheet will include a title block, sheet number, and all certificates, statements, and acknowledgements required by this chapter.

(e) *Other documents.* While not required to be placed on the plat, the following documents are required, except as noted below:

(1) Certification from the CBJ Treasurer that all real property taxes and special assessments levied against the property have been paid in full, or, if the certificate is sought between January 1 and the date of levy, that there is on deposit with the Treasurer an amount sufficient to pay estimated real property tax for the current year. Special assessments levied against a parcel to be subdivided must be paid in full prior to issuance of the certificate;

(2) Certification of approval of the Alaska Department of Environmental Conservation as to domestic water supply and sewage disposal;

(3) A statement from each private utility company that will be serving the subdivision, stating that the easements shown on the final plat are satisfactory for use by that utility company for service to the proposed subdivision and that arrangements have been made to convey such easements to the appropriate utility company that will use them;

(4) Proof that all conditions of preliminary plat approval have been satisfactorily completed;

(5) Proof of construction plan approval;

(6) If a community water system is proposed, a certification of approval from the Alaska Department of Environmental Conservation is required. This requirement

does not apply to submittals for a subdivision of four lots or fewer; and

(7) *Improvement guarantee.* A draft improvement guarantee in accordance with CBJ 49.55 if the applicant is proposing to record the plat prior to the completion of all required improvements.

(c) *Submittals for final plat recording.* After the director or commission has approved the final plat for recording, the following additional materials must be submitted for recording:

(1) One original reproducible plat on 22 by 34 inch sheets. The director may approve other suitable sheet sizes and will determine whether additional copies of the plat are required. The plat shall be drawn with black ink at a scale of one-inch equals 100 feet or less. The director may approve other suitable scales;

(2) Any improvement guarantee in accordance with CBJ 49.55;

(3) Deeds, easements, or rights-of-ways for land that the applicant is transferring to public agencies that are not dedicated or granted by the landowner's certificate on the final plat; and

(4) Written evidence of rights-of-entry or permanent easements on or across private property not within the proposed subdivision where it may be necessary to grant slope rights or allow access for maintenance and construction of subdivision improvements, or any other similar needs.

49.15.413 Plat expiration.

A preliminary plat shall expire five years from the effective date of the notice of decision unless substantial progress has been made in construction of required improvements or an application for the final plat has been accepted.

49.15.414 Plat effective date.

Once the plat has been approved in accordance with this article, the plat shall become effective upon recordation with the State Recorder's Office at Juneau.

49.15.415 Recorded plats legalized.

(a) *Generally.* All plats recorded before March 30, 1953, whether executed and acknowledged in accordance with AS 40.15.050 or not, are validated and all streets, alleys or public thoroughfares on these plats are considered to have been dedicated to public use. This section does not prohibit the abandonment of a plat recorded before March 30, 1953, if

a subsequent plat is filed indicating abandonment. The streets, alleys, or thoroughfares shown on the last plat of the area are deemed to be dedicated to public use. The streets, alleys, or thoroughfares shown on an earlier plat of the same area, or any part of it which is in conflict with those shown on the official plat, are deemed to have been abandoned and vacated.

(b) *Missing plats.* Where a recorded plat is missing and no present record is available except by reference to the missing plat, a counterpart copy, approved by the planning commission, may be recorded. After recordation the counterpart copy will be considered effective as of the original date of the missing plat and will have the same legal effect and notice as the original missing plat.

Division 3. Design

49.15.420 Lots.

(a) *Generally.*

(1) Subdivision lots shall meet the minimum dimensional standards established by section 49.25.400, except as provided in CBJ 49.15.421 and CBJ 49.15.422.

(2) The shape, orientation, and setback lines of lots shall be appropriate for the development proposed. The director may require yard setbacks to be listed or labeled on the preliminary plat.

(3) Each lot must have at least one practical building site.

(4) Side lot lines should be at 90 degree angles to straight streets and radial to curved streets unless topographic conditions require otherwise.

(b) *Double frontage lots.* Except for corner lots, lots served by an alley, or where a frontage road or interior access road is required, double frontage lots should be avoided. When such lots are permitted by the commission or the director, the plat shall indicate which abutting street is not approved for access when access restrictions are deemed appropriate in order to:

(1) Prevent direct access to a collector or arterial street;

(2) Restrict access to prevent unsafe sight distances; or

(3) Prevent the construction or maintenance of driveways near intersections.

(c) *Shadow plats.* When the applicant is required to submit a shadow plat in accordance with CBJ 49.70.710, the director in the case of a minor subdivision, or the commission in the case of a major subdivision, shall review and approve the application based on how well the

proposed lot layout will lend itself to future resubdivision as well as other requirements of this title.

49.15.421 Cul-de-sac lots.

If a proposed lot fronts on a cul-de-sac or a similar sharply curved right-of-way and the director for minor subdivisions, or the commission for major subdivisions makes a determination that meeting minimum lot width at the front building line in accordance with the Table of Dimensional Standards in CBJ 49.25.400 is impractical, the minimum width may be reduced as necessary to achieve a reasonable lot configuration.

49.15.422 Public use lots.

The director for minor subdivisions, or the commission for major subdivisions, may waive the dimensional standards of the public use lot for minimum lot size, lot width, and lot depth as set forth in CBJ 49.25.400, for lot frontage and access requirements as set forth in CBJ 49.15.420, and the provision of public improvements as set forth in CBJ 49.35, if the proposed use of the lot is for open space, natural area park, public or private utilities, conservation lot, or similar use, and if the following requirements are met:

- (1) The director or the commission finds that there is no public purpose or need that would be served by requiring the parcel to meet these code provisions and that the provisions are not applicable for the proposed public or quasi-public use of the lot;
- (2) Restriction of building development, further subdivision, and other limitations or restrictions shall be noted on the plat in accordance with CBJ 49.15.412;
- (3) For uses restricted from any building development, the land must be put into some form of permanent protected status through the use of conservation easements, deed restriction, or other instruments to assure building development will not occur where prohibited; and
- (4) Unless otherwise provided, the minimum yard setback requirements may not be waived with respect to lots abutting the public use lot.

49.15.423 Panhandle lots.

(a) The subdivision of a parcel with a panhandle lot may be allowed in order to facilitate the subdivision of large parcels that are insufficiently wide but otherwise meet all other requirements for subdivision. Panhandle lots may be created by subdivision under this section if the new lots meet the requirements detailed below.

- (1) *Dimensional requirements.*

(A) The front and panhandle lots must meet all the dimensional and area requirements of this title.

(B) No part of the panhandle portion of the lot shall be less than 30 feet wide.

(C) The panhandle portion of the lot shall not be longer than 300 feet in D-1 zones and 1-1/2 times the minimum lot depth in other residential zoning districts.

(D) No buildings are allowed to be built or placed in the panhandle portion of the lot.

(E) In a D-1 zoning district, 30 feet of the width of the panhandle of the rear lot may be used in determining the width of the front lot.

(F) The common property line between the two lots in any zoning district shall be limited to two changes in direction.

(G) The lot width for the panhandle lot shall be the distance between its side boundaries measured behind the back lot line of the front lot. Such lot line shall also be considered the front lot line of the panhandle lot for the purpose of determining the front yard setback.

(2) *Minimum lot size.* Each lot served by a public sewer system shall be 20,000 square feet. The minimum lot size for lots not served by a public sewer system shall be 36,000 square feet. Any marine outfall serving the lots shall extend to a point four feet below mean low water, and each lot using such disposal must abut the salt water to a minimum of 30 feet.

(3) *Access and parking.*

(A) Only one access to the public right-of-way shall be permitted for the two lots. Such access shall be designated on the plat, in the form of an easement or plat note.

(B) Off street parking shall be provided in an amount sufficient to meet the requirements of CBJ 49.40, Article II.

(C) A driveway and parking plan shall be submitted and approved by the director prior to recording the plat.

(D) Back out parking is prohibited.

(E) The applicant must submit a plan that shows the feasibility of off-street parking for the lots and a turnaround that will allow drivers to drive

forward onto the road in front of their lot.

(F) The applicant must provide assurance in the form of an easement, plat note, and a maintenance agreement that is recorded with the subdivision, on forms acceptable to the director, ensuring the required access and parking areas will be constructed and maintained by all future property owners.

(G) Any portion of a driveway not located in a public right-of-way shall have a maximum grade not exceeding 15 percent. A profile of the proposed driveway centerline shall be submitted as part of the plat application, and must meet Alaska Department of Transportation and Public Facilities or CBJ driveway standards, as appropriate based on ownership of the right-of-way.

(H) Existing driveways and access points not meeting the requirements of this section must be abandoned, and improvements thereto removed and relocated prior to plat recordation.

(b) Neither lot resulting from a panhandle subdivision may be further divided into another panhandle subdivision.

49.15.424 Access.

(a) *Principal access to the subdivision.* Except as provided below, the department shall designate one right-of-way as principal access to the entire subdivision. Such access, if not already accepted for public maintenance, shall be improved to the applicable standards for public acceptance and maintenance. It shall be the responsibility of the subdivider to pay the cost of the right-of-way improvements.

(1) *Principal access to remote subdivisions.* The department shall designate the principal access to the remote subdivision. Such access may be by right-of-way.

(b) *Publicly maintained access within a subdivision.* Unless otherwise provided, all lots must either have direct and practical access to, and a minimum of 30 feet of frontage on, the right-of-way, or the minimum lot width for the zoning district or use as provided in CBJ 49.25.400. These requirements for frontage and access can be accomplished by:

(1) Dedication of a new right-of-way with construction of the street to public standards. This street must connect to an existing publicly maintained street;

(2) Use of an existing publicly maintained street;

(3) Upgrading the roadway within an existing right-of-way to public street standards. This existing right-of-way must be connected to another publically maintained street; or

(4) A combination of the above.

(c) *Privately maintained access within a subdivision.* A subdivision may create new lots served by a privately maintained access road not maintained by an agency of government as provided by CBJ 49.15, Article IV, Division 4. All lots must have either a minimum of 30 feet of frontage to the right-of-way, or the minimum lot width for the zoning district or use as provided in CBJ 49.25.400.

(d) *Remote subdivisions accessible by navigable waterbodies.* All lots in a remote subdivision solely accessible by navigable waterbodies must have a minimum of 30 feet of frontage on, and direct and practical access to, either the navigable water or a right-of-way. The right of way must have direct and practical access to the navigable water.

(e) *Access within remote subdivisions accessible by pioneer paths.* All lots must either have direct and practical access with a minimum of 30 feet of frontage on the right-of-way, or the minimum lot width for the zoning district or use as provided in CBJ 49.25.400.

Division 4. Privately Maintained Access in Rights-of-Way

49.15.430 Purpose.

With a permit, a privately maintained access road serving thirteen or fewer lots may be constructed within a public right-of-way and constructed to less than full public street construction standards. Such permits may also allow subdivisions creating new lots accessed by a roadway not accepted for maintenance by an agency of government.

49.15.431 Application.

The applicant for a privately maintained access road permit must submit the following:

- (1) An application, on a form provided by the department;
- (2) A preliminary plan and profile of the proposed privately maintained access road and any proposed public or private utilities; and
- (3) An access agreement as required by CBJ 49.15.434.

49.15.432 Department action.

The director shall forward the complete application to the fire and engineering department and the public works department for review.

49.15.433 Design criteria.

(a) If a proposed access road would abut and provide access to thirteen or fewer lots each limited to a single-family residence by the CBJ 49.25.400 Table of Dimensional Standards, or could serve thirteen or fewer dwelling units, not including any properly permitted accessory apartments based on the existing maximum allowable residential density of the lots accessed by the privately maintained road, the director may approve, with or without conditions, a permit in the right-of-way if the following criteria are met:

(1) The proposed privately maintained access will be located in a public right-of-way that has not been accepted for public maintenance;

(2) The proposed privately maintained access does not endanger public safety or welfare;

(3) The proposed privately maintained access will be improved to provide for emergency service access;

(4) A privately maintained access shall only serve property in which the proposed uses do not exceed 250 average daily trips as determined by the director;

(5) Property served by the privately maintained access shall include accessory apartment traffic, when allowed, without a conditional use permit, even if accessory apartments are not currently proposed; and

(6) Privately maintained access is prohibited unless:

(A) The abutting parcels have alternative and practical frontage on a publicly maintained right-of-way;

(B) The property owners of all abutting parcels are signatories of the access agreement required by CBJ 49.15.434; or

(7) Privately maintained access is prohibited if abutted by property held by a governmental body unless the abutting parcel has alternative and practical frontage on a publicly maintained right-of-way.

49.15.434 Access agreement.

(a) An access agreement must be executed between the City and Borough and all property owners proposed to be served by a privately maintained access road. The agreement must identify the parties and the property, all signatures must be notarized, and the agreement must include the following provisions:

(1) In exchange for the Grantee not being required to construct a road that can be

accepted for maintenance by the City and Borough, and for the City and Borough of Juneau not being responsible for maintaining the privately maintained access road, the parties execute this agreement with the intent for it to run with the land and bind all heirs, successors, and assigns consistent herein;

(2) The Grantee acknowledges that the City and Borough is not obligated to provide any maintenance or snow removal for the privately maintained access. The Grantee is required to arrange for year-round reasonable maintenance for the privately maintained access, including snow removal, sufficient to meet weather conditions and to allow for safe vehicular traffic;

(3) The Grantee and the Grantee's heirs, successors, and assigns will defend, indemnify, and hold harmless the City and Borough from any claim or action for any injury, loss, or damage suffered by any person arising from the design, maintenance, or use of the privately maintained access;

(4) The Grantee will ensure that use of the privately maintained access road will not block vehicular or pedestrian access by the public in the right-of-way;

(5) The City and Borough will have unimpeded access in the right-of-way. The Grantees are required to arrange for maintenance of the right-of-way;

(6) The Grantee and the Grantee's heirs, successors, and assigns will maintain the privately maintained access road and public right-of-way according to the conditions established in this agreement;

(7) The City and Borough will record a copy of the agreement, at the Grantee's expense, with the State Recorder's Office for each lot or parcel of land either, in the case of existing lots, those adjoining the segment of right-of-way in which the privately maintained access is to be located; or, in the case of lots created by subdivision and served by the privately maintained access, those lots so created;

(8) The owners of the lots subject to this agreement are required to pay for right-of-way upgrades when existing or proposed development served by the privately maintained access exceeds 250 average daily trips as determined by the director;

(9) The owners of the lots subject to this agreement are prohibited from subdividing unless the privately maintained access is upgraded or all the property owners served by the privately maintained access execute a new maintenance agreement;

(10) Any development that increases the estimated traffic above 250 average daily trips, as determined by the director, shall pay a proportionate share of the costs of the right-of-way upgrades, which will offset the costs imposed on the existing owners served by the privately maintained access. The proportionate share shall be the percentage increase in average daily trips;

(11) The owners of the lots subject to this agreement authorize the City and Borough to amend this access agreement by adding a new owner only upon presentation of a written and fully executed maintenance agreement between all the existing property owners subject to the original access agreement and the new property owner proposing to be served by the existing privately maintained access. Any amended access agreement supersedes an existing access agreement. After recording, the new access agreement shall be sent to all the owners subject to it; and

(12) The owners agree to maintain in full force and effect any insurance policy required by the City and Borough until and unless the roadway is accepted for maintenance by the City and Borough.

(b) Prior to the City and Borough executing the access agreement:

(1) The owners of the lots subject to the agreement shall create an owner's association for the purpose of continuing the duties contained in the agreement; and

(2) The association shall obtain liability insurance of a type and in the amount deemed necessary by the City and Borough to provide coverage for claims arising out of or related to the use, occupancy, and maintenance of the privately maintained access road. The City and Borough shall be named as an additional insured on any required policy.

49.15.435 Other requirements.

(a) If a permit for privately maintained access in the public right-of-way is approved, the applicant must apply to the engineering and public works department for a permit to construct the privately maintained access as required by CBJ 62.05, accompanied by final construction plans. Additional fees and bonding may be required for final plan review, inspection, and construction of the access road and utilities.

(b) The applicant shall install a street sign, to be provided by the City and Borough, which shall indicate that the privately maintained access road is not maintained by the City and Borough.

Division 5. Remote Subdivisions.

49.15.440 Remote subdivisions.

The purpose of this section is to provide for design and improvement requirements specific to privately-owned remote subdivisions.

49.15.441 Applicability and restrictions.

(a) A remote subdivision is a subdivision solely accessed by either a navigable waterbody or a pioneer path. The boundary of the remote subdivision accessed by pioneer path must be at least one half mile from the roaded service area.

(b) A remote subdivision may not be located within the roaded service area or the fire service area, or accessible by vehicular traffic weighing more than 1,000 pounds gross vehicle weight or having an overall width greater than 48 inches.

(c) The owners of lots or parcels within a remote subdivision accessible by pioneer path are prohibited from subdividing within two years from the creation of the remote subdivision.

(d) Remote subdivisions accessed by pioneer path shall be limited to thirteen or fewer lots and are reviewed by the Commission using the minor subdivision process. The Commission may impose any conditions and restrictions deemed necessary to protect public health, safety, and welfare.

49.15.442 Improvement standards.

The following improvement standards apply to remote subdivisions:

- (1) CBJ 49.15.424 Access.
- (2) CBJ 49.35.240 Improvement standards.
- (3) CBJ 49.35.310 Water systems.
- (4) CBJ 49.35.410 Sewer systems.

Division 6. Survey and Monumentation Standards

49.15.450 Licensed surveyor required.

All land subdivided in accordance with CBJ Title 49 shall be surveyed by a professional land surveyor licensed in the State of Alaska.

49.15.451 Boundary lines, basis of bearing.

(a) Each existing boundary line of the proposed subdivision shall be retraced to an existing monument of record. If a boundary consists of a U.S. Survey line, Mineral Survey line, or an Alaska Tidelands Survey line, the nearest recorded primary monument on each side of the proposed subdivision shall be located.

(b) A monumented centerline of a right-of-way must be considered in making the surveys and in preparing the plat. All monuments found shall be indicated and proper references made to field notes or maps of public record relating to the monuments. If the points were reset by ties, that fact shall be stated.

(c) The basis of bearing referred to on the plat shall be a line defined by two found monuments shown on the same record bearing and shall be clearly delineated or identified on the plat and in the basis of bearing statement

(d) A basis of bearing statement is required. The statement shall include the monument description, corner description, record bearing and the record documentation source with recording date.

(e) A note listing all plats of record, with recording information, pertinent to the boundary and property resolution must be listed on the plat.

49.15.452 Accuracy of survey.

A survey and traverse of the boundaries of the subdivision and all lots and blocks shall close within a limit of error of one foot in ten thousand feet of perimeter for field closures and one foot in twenty thousand feet for calculated distances.

49.15.453 Monumentation.

(a) The following monumentation is required for subdivisions of six or more lots:

(1) *Primary monuments.* Primary monuments shall conform to the following requirements:

(A) All exterior corners, points of curvature and points of tangency shall be monumented with a minimum two-inch diameter metal pipe, at least 30 inches long, with a minimum four-inch flange at the bottom. A minimum two and one half inch diameter metal cap shall be permanently attached at the top. If both the cap and the pipe are of nonferrous metal, then additives with magnetic qualities shall be permanently attached at both the top and bottom of the monument. Every primary monument cap shall be permanently

stamped with the year set, the surveyor's registration number, year which the monument was set, initials of subdivision, and the corner identification. This data shall be orientated so that the data may be read when the reader is facing north. Monuments and accessories found in a disturbed condition shall be returned to the original position and condition as nearly as possible or replaced so as to perpetuate the position.

(B) No portion of a survey or subdivision may be more than 1,320 feet from a primary monument.

(C) If an exterior boundary line is less than 2,640 feet, but more than 1,320 feet long, then the intermediate primary monument shall be set as close to the midpoint as practical.

(2) *Witness corners.* If the point for a primary monument is in a place that would be impractical to monument because of natural obstacles, a witness corner shall be set. The witness distance must be shown on the plat of survey, from the existing monument, as set, to the true corner position. Witness corners shall be set on a survey property line and at a distance considered reasonable and practical from the true corner point. Witness corners shall comply with the standards for primary monuments.

(3) *Alternate monuments.* If conditions make it impractical to set a primary monument, one of the following methods may be substituted:

(A) A two and one-half inch brass or aluminum cap may be grouted firmly into a boulder; or

(B) A five-eighths inch minimum drive rod may be driven to a depth necessary to provide a stable base for an aluminum cap. The depth of all drive rods shall be noted on the plat.

(4) *Secondary monuments.* All lot corners, interior angle points and interior curvature control points shall be monumented with at least a five-eighths inch metal rod three feet in length with a one and one-quarter inch cap.

(5) *Monumentation installation.*

(A) Monuments shall be installed by the applicant's land surveyor at points designated on the final plat.

(B) The applicant's surveyor must install monuments before the final plat is filed with the State of Alaska recorder's office. The director of engineering may require that monumentation be certified prior to final acceptance of the subdivision improvements to ensure that any monuments disturbed or destroyed during construction are reset.

(C) If construction begins prior to submittal of the final plat, all lot corners adjacent to any proposed improvements must be staked throughout construction.

(b) The following monumentation is required for subdivisions of five or fewer lots:

(1) All exterior corners of the plat and all corners of each lot shall be monumented with a five-eighths inch by 30 inch pipe or bar capped and marked as required by the director of engineering; provided, if a plat or lot corner is identical with a United States Survey, a United States Mineral Survey, or an Alaskan Tidelands Survey, the primary monument shall be shown on the plat or reestablished and shown if not found.

(2) Monumentation must meet all the requirements listed in subsection (a), above, with the exception that the type of monument set may be a secondary monument.

Section 11. Amendment of Article. CBJ 49.15, Article V Design Review

Permits, is amended to read:

Article V. CBJ and State Project Review ~~Design Review Permits~~

Section 12. Amendment of Section. CBJ 49.15.580 State project review, is

amended to read:

49.15.580 State and City and Borough project review.

(a) CBJ project review: The commission shall review all proposed City and Borough capital improvement projects estimated to cost \$500,000 or more for consistency with this title. The commission may review, at the director's discretion, all proposed City and Borough capital projects estimated to cost more than \$250,000 but less than \$500,000. The commission may recommend conditions on and modifications to any project reviewed by the commission through a notice of recommendation. The notice of recommendation shall be forwarded to the assembly for further action.

(b) State project review: The commission shall review proposed Alaska State capital improvement projects for consistency with this title pursuant to AS 35.30.010 and may impose conditions on and modifications to such projects. If the commission approves or approves with conditions or modifications, a notice of decision shall be issued. A notice of decision becomes final 90 days from the date the project was submitted unless modified or

disapproved by the assembly. If the commission disapproves, a notice of recommendation and draft resolution shall be forwarded to the assembly for further action.

~~The commission shall review proposed Alaska State Capital Improvement Projects for consistency with this title pursuant to AS 35.30.010, and may impose conditions on and modifications to such projects.~~

Section 13. Amendment of Article. CBJ 49.15, Article V Design Review Permits, is amended by adding a new section to read:

49.15.590 Right-of-way acquisitions.

(a) The minor subdivision permit process shall govern right-of-way acquisition plats, except commission review through the major subdivision process shall be required if the acquisition of property for a right-of-way would create a nonconforming lot, use, or structure. The commission may approve creation of nonconforming lots, uses, or structures if each lot has at least one practical building site that may be reasonably developed. The commission may condition its approval.

(b) *Application requirements.*

(1) Signatures of the owners or lessees of the subject parcels are not required.

(2) The owner of land subject to a right-of-way acquisition may offer to sell or enter into a contract to sell land to the State or City and Borough before a final plat of the subdivision has been prepared, approved, filed, and recorded in accordance with this chapter.

(3) Applications for preliminary right-of-way acquisition plat approval shall comply with the requirements of CBJ 49.15.411, provided, however, that the following subsections are not applicable:

(A) CBJ 49.15.411(b)(2), unless the director determines that the proposed reduction in lot area of an existing parcel without public sewer access causes it to become unsuitable for on-lot waste disposal.

(B) CBJ 49.15.411(b)(2)(B), *Subdivision design*.

(C) CBJ 49.15.411(b)(4), *Water*.

(E) CBJ 49.15.411(b)(6), *Traffic study*.

(F) CBJ 49.15.411(b)(7), *Shadow plats*.

(c) *Final plat submittal.*

(1) All applications for right-of-way acquisition plats must comply with the requirements of CBJ 49.15.412, provided, however, that the following sections are not applicable:

(A) CBJ 49.15.412(a)(4)(B), *Proof of construction plan approval.*

(B) CBJ 49.15.412(a)(4)(D), *Utility statements.*

(C) CBJ 49.15.412(a)(4)(E), *Improvement guarantee draft.*

(D) CBJ 49.15.412(b)(4), *Improvement guarantee final.*

(E) CBJ 49.15.412(b)(5), *Deeds, easements, or rights-of-way.*

(d) *Design.* Right-of-way acquisition plats must comply with the design requirements of this title, provided, however, that the following sections are not applicable:

(2) CBJ 49.15.420 *Lots.*

(3) CBJ 49.35.220 *Streets.*

(e) *Improvements.* The requirement to construct public improvements according to CBJ 49.35 is waived except where the acquisition of right-of-way and subsequent change to property boundaries results in the loss of access to public utilities or street frontage for an existing lot necessitating replacement of these public improvements.

(f) *Survey and monumentation standards.* All applications for right-of-way acquisition plats must comply with the requirements of CBJ 49.15, Article IV, Division 6, except CBJ 49.15.453 is modified to require that only corners located along the new right-of-way line be monumented.

(g) *Right-of-way maps.* After completion of a right-of-way project, a final right-of-way map that identifies all required survey and monumentation information shall be submitted. The final right-of-way map will be reviewed by the director of the engineering and public works department for completeness and then recorded at the State Recorder's Office at Juneau at the applicant's expense.

Section 14. Amendment of Article. CBJ 49.70, Article XI, Remote Subdivision

Areas is repealed and reserved.

Section 15. Amendment of Section. CBJ 49.15.670 Planned unit development design standards, is amended to read:

49.15.670 Planned unit development design standards.

...

(j) *Stormwater management.* Facilities for the control and disposal of stormwater must be adequate to serve the development site and areas draining through the site. Management shall be in accordance with the Stormwater Best Management Practices manual. Where appropriate, natural drainage channels, swales, or other similar areas within the common open space may be used for stormwater management at the development. The homeowners' association shall provide the engineering department with an evaluation of offsite drainage outfalls for the additional runoff contributed by the planned unit development. The commission may require construction of offsite drainage improvements necessary to accommodate additional runoff from the development.

Section 16. Amendment of Section. CBJ 49.15.680 Definitions, is repealed and reserved.

Section 17. Amendment of Section. CBJ 49.25.110 Zoning maps, is amended to read:

49.25.110 Zoning maps.

...

(g) *Public way ~~Street~~ vacations.* Whenever any street, alley or other public way is vacated as provided by CBJ 49.15.404 ~~section 49.15.450~~, the zoning districts adjoining the side of such public way shall automatically be extended to follow property lines legally created by such vacation. ~~Such extension following vacation shall have the same force and effect as boundary changes accomplished by explicit amendment.~~

(h) *~~Stability.~~* ~~In addition to designation as a particular zone, areas on the map shall be designated as stable areas not subject to bonus regulations.~~ *Reserved.*

Section 18. Amendment of Section. CBJ 49.25.300 Determining uses, is amended to read:

49.25.300 Determining uses.

...

(c) A combination of digits such as "1, 3" or "2, 3" indicates that the approval procedure for the identified use in the identified zone will vary depending on whether the project is a major or minor development.

(1) If the project is a minor development the first number of the combination shall indicate the applicable procedure.

(2) If the project is a major development the second number shall indicate the applicable procedure.

(3) Minor development means development which is classified by zoning district as follows: ~~The following are the distinctions between minor and major development:~~

(A) Rural Reserve District: A residential development containing two or fewer dwelling units, two or fewer bedrooms leased on a daily or weekly basis, or a nonresidential building totaling ~~of~~ less than 10,000 square feet or using less than one acre of land in total.

(B) Single Family Residential Districts: A residential development containing two or fewer dwelling units, two or fewer bedrooms leased on a daily or weekly basis, or a nonresidential building totaling ~~of~~ less than 5,000 square feet or using less than 10,000 square feet of land in total.

(C) Multifamily ~~Family~~ Residential Districts: A residential development containing eight or fewer dwelling units, eight or fewer bedrooms leased on a daily or weekly basis, or a nonresidential building totaling ~~of~~ less than 5,000 square feet or using less than 10,000 square feet of land in total.

(D) Commercial and Mixed Use Districts: A residential development containing 12 or fewer dwelling units, 12 or fewer bedrooms leased on a daily or weekly basis, or a nonresidential building totaling ~~of~~ less than 10,000 square feet or using less than one-half acre of land in total.

(E) Industrial Districts: Non-residential buildings totaling ~~of~~ 15,000 square feet or using less than one acre of land in total.

~~Minor development means development which is classified by zoning district as follows:~~

(4) Major development means all development activity that is not a minor development.

(5) *Exceptions.* Exceptions to the use of minor and major development classifications as a method of determining the applicable approval procedure shall be as noted in the table of permissible uses.

Section 19. Amendment of Section. CBJ 49.25.430 Yard setbacks, is amended to read:

49.25.430 Yard setbacks.

(4) *Projections into required yards.*

...

(K) *Existing substandard setbacks.* A new building may have a front yard setback equal to the average front yard setback of the three closest adjacent buildings, or a street side yard setback equal to the average street side yard setback of the three closest adjacent buildings. The average calculation shall be made using one building per lot. If any of the three buildings used in the averaging calculation is located a greater distance from the required setback, then the required front yard setback or street side yard setback shall be used to calculate the average.

An existing building located on the subject lot may be used as one of the three buildings to calculate the setback determination.

For purposes of this section, the buildings used in averaging must be either conforming or legally nonconforming enclosed buildings or carports and have a wall or column height of at least seven feet measured from the finished grade. Porches, bay windows and temporary buildings allowed to project into setbacks cannot be used for averaging. In no instance shall the required setback be less than half that required by this chapter or ten feet, whichever is greater.

If there are fewer than three buildings within 500 feet of the subject property, then the required setback shall be the average of front yard setbacks, or street side yard setbacks, of such fewer buildings, using a maximum of one building per lot.

Section 20. Repeal and Reenactment of Section. CBJ 49.35.120 Extent and nature of improvements, is repealed and reenacted to read:

49.35.120 Public improvements; generally.

(a) The developer must install all of the required improvements within the boundaries of the development, and may be required to make improvements beyond the development boundary in order for all of the improvements to function properly. In addition, improvements must be designed and constructed to provide for future extension to adjoining

lands.

(b) If a publicly-maintained street serves an area outside the roaded service area boundary as a result of a subdivision, the roaded service area boundary, and if appropriate, the fire service area, shall be extended to include the roaded area and newly-created subdivision.

Section 21. Amendment of Section. CBJ 49.35.130 Standard specifications, is amended to read:

49.35.130 Standard specifications.

(a) *Compliance with specifications.* Except as otherwise provided ~~provided in this chapter~~, all subdivision improvements shall be in accordance with the latest revision of the city and Borough subdivision standard specifications and details on file in the engineering and public works department.

(b) The director of engineering and public works may prescribe different or additional standards if unusual or unforeseen conditions exist in a particular development, and the alternative meets or exceeds the intent of the original standard. ~~Unusual or unanticipated conditions. If unusual or unanticipated conditions exist in a particular plat, the director of engineering may prescribe different or additional standards to ensure equal or better performance under the special conditions.~~

(c) *Change of standards.* Prior to a substantial change in the standards generally applicable to required subdivision improvements, the director of engineering or the director of engineering's designee shall hold a public hearing on the proposed change. The hearing shall be preceded by ten days' published notice. The standards may be changed in response to comments received at the hearing or received at any other time prior to the effective date. The standards shall become effective 30 days after the first notice of the hearing is published. The manager may shorten the notice period or waive the requirement for a hearing and may specify an earlier effective date if the manager finds an emergency exists or that other conditions warrant such action. If the hearing is held with less than three days' published notice, a second hearing preceded by ten days' published notice shall be held.

Section 22. Repeal and Reenactment of Section. CBJ 49.35.140 Construction plans, is repealed and reenacted to read:

49.35.140 Construction plans.

(a) *Generally.* The developer must submit construction plans for all proposed public improvements and associated private improvements and utilities within and outside the

proposed development's boundary.

(b) *Construction plan submittal.*

(1) *Plan sets.* Prior to submittal of the final plat, and before the start of any construction, the developer must furnish to the City and Borough Permit Center complete sets of construction plans, profiles, details, and special construction provisions for all existing and proposed improvements. The director of engineering and public works shall determine the number of plan sets to be submitted. Plan sets will be forwarded to the appropriate City and Borough departments and agencies.

(2) *Engineer's stamp.* Construction plans must be stamped by the professional engineer licensed in the State of Alaska who is responsible for the improvement designs. Multiple engineer stamps are required for plans with multiple discipline designs, e.g., civil, electrical, structural engineering.

(c) *Construction plan – Details.*

(1) *Size.* All construction plans shall be submitted on 22 by 34 inch sheets. The director of engineering and public works may approve alternative sheet sizes.

(2) *Information.* The drawings must contain the following information:

- (A) Name of subdivision.
- (B) Type of work.
- (C) Date.
- (D) Name of engineer preparing the drawings and the engineer's stamp.
- (E) Space for approval signature by the director of engineering.
- (F) A north arrow and scale.

(3) *Scale.* Horizontal scale must be one inch equals 50 feet or greater. Vertical scale must be one inch equals five feet or less with a minimum scale of one inch equals ten feet. The director of engineering and public works may approve alternative scales.

(4) *Benchmarks.* The locations, elevations and description of datum of permanent benchmarks must be shown.

(5) *Street profiles.* Profiles of streets shall indicate finished and existing grades for centerline of the street and shall extend a minimum of 200 feet beyond the limits of the proposed project or, if intersecting an existing street, extend to the far side of

the existing street.

(6) Plans and profiles, where applicable, shall include location, elevation, size, materials, and all other details of the proposed improvements.

(7) Complete survey data must be shown for all horizontal and vertical curves.

(8) Construction plans shall include the location of all existing and proposed utilities.

(d) *As-built drawings.* The developer, upon completion of required improvements, must submit a reproducible and digital format copy of as-built plans unless otherwise required by the director of engineering and public works.

Section 23. Repeal and Reenactment of Section. CBJ 49.35.210 Street system,

is repealed and reenacted to read:

49.35.210 Street system.

(a) Subdivision street systems shall be designed for the most advantageous development of the entire neighborhood area and shall meet the following criteria:

(1) The street system shall provide for connecting streets into adjoining unsubdivided lands.

(2) Subdivision street systems shall be designed to maximize the number of connecting streets in a given area in order to reduce the volume of traffic and traffic delays on major streets (arterials and major collectors), to minimize bypass and through trips on residential streets, and to increase the number of local street connections facilitating safer bicycle and pedestrian travel.

(3) Traffic calming should be taken into account in street layout and design.

(b) *Major and minor arterials.* Except as provided in subsection (3) of this section, if a new subdivision involves frontage along an arterial street:

(1) The plat shall note that no lots shall access directly onto the arterial;

(2) Access shall be provided onto an interior access street or a separate frontage road.

(3) A parcel of land with less than 500 feet of frontage on a street, or with less than 350 feet in depth may be subdivided so as to allow access directly onto a minor arterial street if all of the following conditions are met:

(A) All of the resulting lots must meet the minimum lot area standard for a single family dwelling in the D-1 zoning district (36,000 sq. ft.).

(B) All of the lots must share a common access point and further subdivision of the newly created lots is not allowed.

(C) Common access to all lots is required and back out parking is prohibited. The applicant must submit a plan that shows the feasibility of off street parking for all lots and an adequate area for a turnaround to prevent back out parking.

(D) The applicant must provide assurance in the form of an easement, plat note, and a maintenance agreement that is recorded with the subdivision, all of which must be acceptable to the director, that ensures the required common access will be constructed and maintained by the property owners.

(E) The proposed subdivision must meet all other applicable subdivision standards and requirements.

(c) *Collector streets.* Collector streets in adjoining subdivisions shall be continued in the new subdivision as needed.

(1) *Major collectors.* Except as provided in subsection (C) of this section, if a new subdivision involves frontage along a major collector street:

(A) The plat shall note that no lots shall access directly onto the major collector.

(B) Access shall be provided onto an interior access street or a separate frontage road.

(C) Exception a parcel of land with less than 500 feet of frontage or less than 350 feet of depth may be subdivided so as to allow access directly onto a major collector street.

(2) *Minor collectors.* Access for lots is allowed directly onto minor collector streets if no other restrictions apply.

Section 24. Repeal and Reenactment of Section. CBJ 49.35.220 Street names,

is repealed and reenacted to read:

49.35.220 Street names.

(a) *New streets.* Street names must be unique in order to avoid confusion. When streets

are extended, the name must remain the same for the new segment. Proposed street names shall be shown on preliminary plats. The names of streets fronting thirteen or fewer lots shall be approved by the director through the minor subdivision processes. The names of streets fronting more than thirteen lots shall be approved by the commission at the time of preliminary plat approval for major subdivisions.

(b) *Existing streets.* The commission shall approve applications to change the name of any existing public street or right-of-way.

(1) *Application.* The application must be on a form provided by the department and accompanied by:

(A) The application fee.

(B) Signed letters of approval from a majority of property owners whose properties have access to the public street proposed for the name change.

(2) *Procedure.* After public hearing, the commission shall review the proposed street name change for consistency with this section, and, upon a finding that the change is consistent with this section and that the majority of property owners whose properties have access to the public street proposed for the name change approve of the change, shall approve the application.

(3) *Sign replacement.* If the name change is approved, the applicant shall be responsible for replacing all existing street name signs as specified by the department.

Section 25. Repeal and Reenactment of Section. CBJ 49.35.230 Design criteria, is repealed and reenacted to read:

49.35.230 Roadway classification map.

There are adopted roadway classification maps A - D, dated June 5, 2006, as the same may be amended from time to time by ordinance. These maps set forth the classification of streets and roadways within the CBJ. The roadway classification maps will govern references to streets in this title.

Section 26. Repeal and Reenactment of Section. CBJ 49.35.240 Construction standards, is repealed and reenacted to read:

49.35.240 Improvement standards.

(a) *Right-of-way widths.* The minimum right-of-way width of proposed streets is as follows:

- (1) *Arterials:* 100 feet; minor, 80 feet.
- (2) *Collectors:* 60 feet.
- (3) *Streets other than arterials and collectors:* 60 feet.
- (4) *Cul-de-sacs:* temporary or permanent turnaround: a diameter of 120 feet.
- (5) *Alleys:* 20 feet.
- (6) *Stairways and other non-motorized access routes:* 15 feet.
- (7) *Half streets.* Whenever there exists a dedicated or platted half street or alley adjacent to the tract of land to be developed, the other half of the street or alley must be platted, dedicated, and the entire street or alley constructed to current improvement standards.
- (8) *Substandard width.* Any previously platted right-of-way with less than the minimum standards identified for the traffic generated shall be improved to meet the minimum requirements established by this title.

(b) *Right-of-way minimum width reductions.* The director may reduce minimum right-of-way width requirements:

- (1) For a collector, the right-of-way width may be reduced by up to 10 feet.
- (2) For streets with less than 500 average daily trips, or a privately maintained access road in a right-of-way, the width may be reduced by up to 25 feet.
- (3) Where the dedicated right-of-way abuts and runs parallel to an exterior property line, will serve as a half-street, and will be developed as a low volume street or a driveway in a right-of-way, the width may be reduced by up to 30 feet.
- (5) Alleys and stairway right-of-ways may be reduced by up to 5 feet.
- (6) The director shall make written findings supporting right-of-way minimum width reductions granted under this section. The director's findings shall state that:

(A) The applicant has provided room for electric utility features and demonstrates that if the road is upgraded in the future to include additional sidewalks that there is sufficient right-of-way for construction of the sidewalks without need for retaining walls over two feet in height.

(B) There is sufficient right-of-way or easements to allow for drainage improvements required by construction of the sidewalks.

(C) That any driveways shall be constructed to accommodate the elevations of future sidewalks.

(D) No additional right-of-way width will be required in order to provide for sufficient access to abutting lands.

(E) There is sufficient room for snow storage.

(c) *Sight distance.* Sight distances for intersection, passing and stopping must be in accordance with the specifications set forth in A Policy on Geometric Design of Highways and Streets.

(d) *Street grades.* Street grades are as follows:

(1) *Maximum.* Grades on arterial streets must not exceed six percent. Grades on other streets must not exceed 12 percent.

(2) *Minimum.* The minimum grade for all streets is one half percent.

(3) *Cross slope.* The minimum cross slope on all streets is 3 percent.

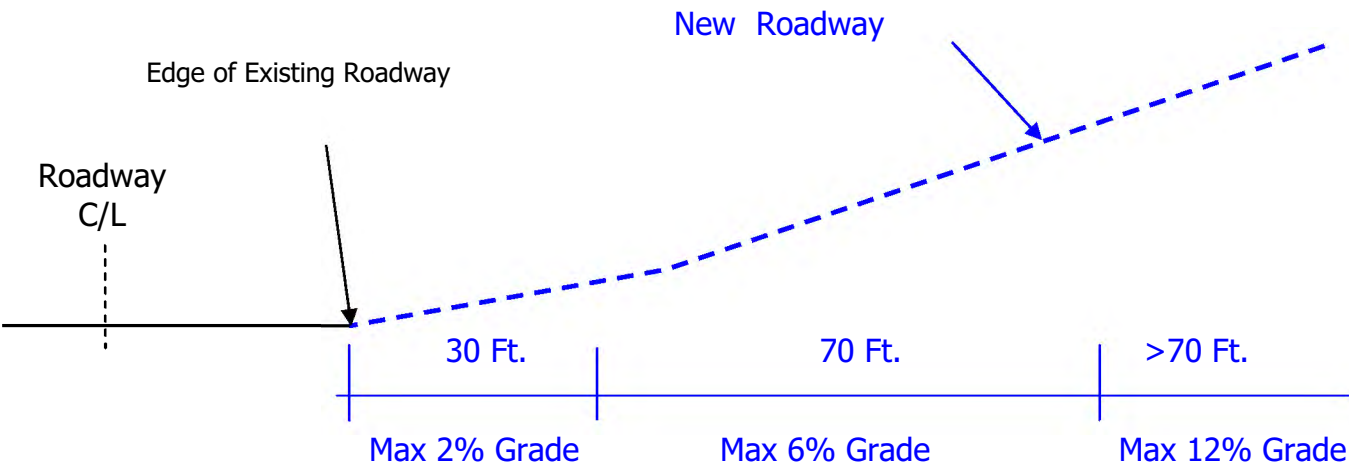
(4) *Exception.* Grades for all streets in hillside areas may be increased under certain circumstances according to Chapter 49.70, Article II, Hillside Development.

(e) *Intersections.*

(1) *Corner sight distance.* Corner sight distance must be in accordance with CBJ 49.35.240, however, in no case shall the sight distance be less than 200 feet.

(2) *Intersection angle.* Intersections of right-of-way lines must not be less than 60 degrees. The intersection of the centerline of the constructed roadway must not be less than 80 degrees.

(3) *Grade.* The grade for the approach leg of a new roadway at an intersection must not exceed 2 percent for the first 30 feet, measured from the edge of the existing roadway. The grade for the next 70 feet of the new roadway must not exceed 6 percent (See Figure 1).



Maximum Grades at the Intersection of a New Roadway

FIGURE 1

(4) *Adjustment to grade.* In certain circumstances, the director of engineering may require the centerline grade to be adjusted to ensure the grades along the edge of the intersecting street do not exceed the maximum grades listed above.

(5) *Alignment.* A proposed street that will intersect with an existing cross street shall, whenever practicable, align with an existing street intersection on the opposite side of the cross street. Street jogs that have center line offsets of less than one hundred feet, shall not be permitted (See Figure 2).

(f) *Curves.*

(1) *Design.* Curves shall be designed in accordance with A Policy on Geometric Design of Highways and Streets.

(2) *Vertical curve.* The minimum length of vertical curves is 200 feet unless otherwise approved by the director of engineering and public works.

(g) *Cul-de-sacs.*

(1) *Length.* Streets designed to have one end permanently closed shall be no more than 600 feet and not less than 150 feet in length measured from the center of the intersection to the radius point of the turnaround. The director for minor subdivisions, and the commission for major subdivisions, may authorize a longer or shorter cul-de-sac if it is found that the unique characteristics of the site warrant modification to the length.

(2) *Temporary cul-de-sacs.* Temporary cul-de-sacs will be allowed where a street can logically be extended in the near future, and if the following are met:

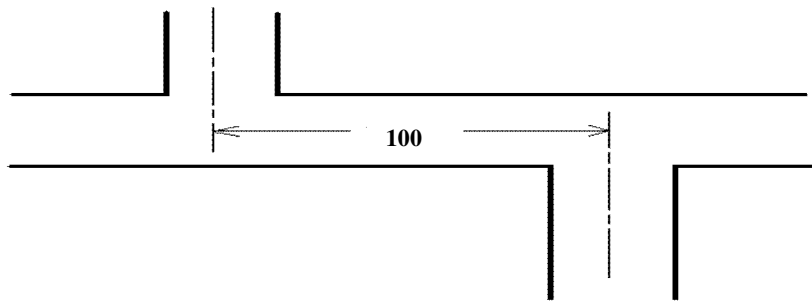
(A) The temporary portions of the cul-de-sac turnaround must be shown on easements on the plat rather than as dedicated right-of-way.

(B) All of the cul-de-sac must be constructed to permanent street construction standards except as noted in (vii) below.

(C) The CBJ will record a release of the easements for the temporary portions of the turnaround at the State Recorder's Office at Juneau at the time the turnaround is removed and the street improvements have been extended.

(D) Easement lines for the temporary turnaround will be considered front property lines for determining building setbacks.

(E) All improvements, including utilities, must be designed to accommodate the eventual extension of the street and reversion of the temporary turnaround to adjoining properties.



Street jogs shall be no less than 100' apart, measured from the center of the street.

FIGURE 2

(F) Temporary cul-de-sacs must be extended to as close to the adjoining property boundary as practical. If it is not practical to construct the turnaround portion of the cul-de-sac at this location, then the right-of-way must be extended beyond the temporary turnaround to the adjoining property line, and the street extension constructed to standard (See Figure 3).

(G) If the temporary turnaround is constructed on property outside of the subdivision boundary, curb, gutter, and sidewalks are not required for the temporary turnaround.

(H) Before final acceptance of all improvements by the CBJ, the developer must provide a financial guarantee to cover the cost of removal of the temporary turnaround and reconstruction of the street. The guarantee must be for a period of five years from the date the plat is recorded. If it is necessary to construct the street to the adjoining property within that five-year period, the developer can complete the reconstruction and extension, or the guarantee may be used by the CBJ for that purpose. If a right-of-way has not been dedicated on the adjoining property for the purpose of connection to the temporary cul-de-sac within this five-year period, the financial guarantee will be released.

(I) When the developer of adjoining property is required to connect to the temporary cul-de-sac, and the temporary cul-de-sac has not been extended as authorized by this section, then the developer must remove the temporary portions of the turnaround and reconstruct and extend the street to CBJ standards.

(3) *Hammerhead turnarounds.* Hammerhead turnarounds may be built in lieu of a temporary cul-de-sac, upon approval by the director of engineering and public works.

(h) *Streets construction standards.*

(1) *Arterials.* The subdivider is not responsible for the construction of arterial streets, but may be required to dedicate the necessary right-of-way during the platting process.

(2) *Other streets.* Other than arterials, street shall comply with the following:

Table 49.35.240 Table of roadway construction standards

Avg. Daily Trips (ADT)	Adopted traffic impact analysis required	Sidewalks	Travel way width	Street lights	ROW Width ⁱⁱ	Paved Roadway Required	Publicly maintained
≥ 500	Yes	Both sides	26 ft.	Continuous	60 ft	Yes	Yes

(NOT TO SCALE)

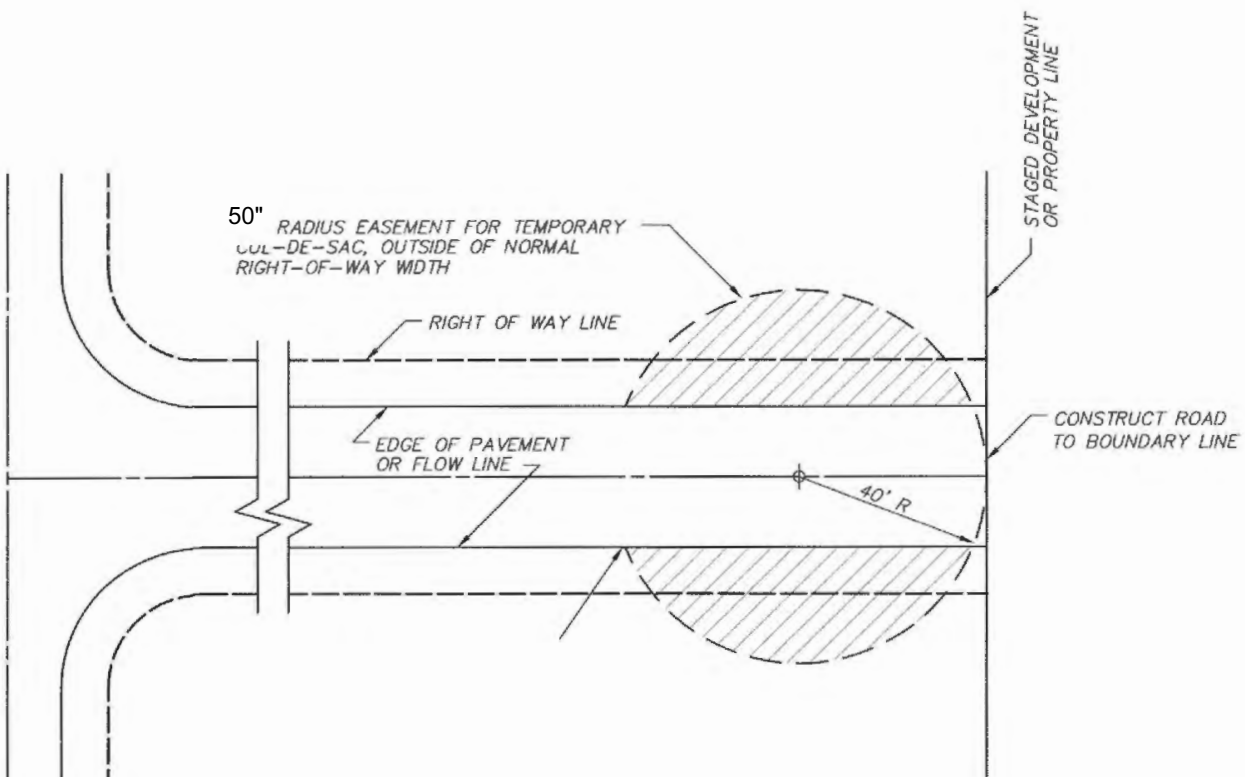


FIGURE 3

251 to 499	Maybe	One side	24 ft.	At all intersections	60 ft.	Yes	Yes
0 to 250	No	Not required	22 ft.	At intersection of subdivision streets and external street system	60 ft.	Yes	Yes
0 to 250	No	Not required	20 ft. ⁱ	At intersection of subdivision streets and external street system	60 ft.	No ⁱⁱⁱ	No

ⁱ Or as required by the Fire Code at CBJ 19.10.

ⁱⁱ ROW width may be reduced as prescribed at CBJ 49.35.240.

ⁱⁱⁱ Paving of roadway is required for any street type within the Juneau PM-10 Non-Attainment Area – Maintenance Area Boundary map.

(3) *Signs and markings.* The subdivider must install street name signs, traffic control signs, and traffic control pavement markings in accordance with approved plans and the requirements of the current issue of the Manual on Uniform Traffic Control Devices, including the current Alaska Traffic Manual Supplement, published by the Alaska Department of Transportation and Public Facilities.

(i) *Street waivers.* The director, after considering the recommendations of the director of the engineering and public works department and of the fire marshal, may waive the following and no other street improvement requirements:

(1) *Right-of-way relocation.* If a plat is submitted for the purpose of relocating a right-of-way, the director may waive all or some of the construction requirements under the following conditions:

(A) The proposed relocation will improve access to abutting or neighboring property not otherwise adequately served.

(B) The subdivider has provided sufficient engineering information to demonstrate to the director of engineering the feasibility of constructing a public street at the location of the relocated right-of-way.

(C) The relocated right-of-way and the resulting subdivision layout will conform to all the other standards of this chapter.

(D) The improvements required in the new right-of-way will not be less than those in the existing right-of-way.

(E) No additional lots are being platted.

(2) *Stub streets.*

(A) The director for minor subdivisions and the commission for major subdivisions may waive the full construction of a roadway within a right-of-way that is required to provide access to a bordering property, and does not provide required access to any lot within the subdivision. The commission or director may require provision of a roadbed, utility line extensions, or other appropriate improvements (See Figure 4).

(B) In addition, before final acceptance of subdivision improvements, the subdivider must provide a financial guarantee to cover the costs of constructing that part of the roadway improvements waived by the commission or director in subsection (A) of this section. The guarantee must be for a period of five years from the date the plat is recorded. If it is necessary to connect the roadway to adjoining property within that five-year period, the subdivider may complete the construction, or the guarantee may be used by the City and Borough for that purpose. If a right-of-way has not been dedicated on the adjoining property that accomplishes the connection to the stub street within this five-year period, the financial guarantee will be released.

(C) When the subdivider of adjoining property is required to connect to the stub street, and the stub street will not be constructed through subsection (B) of this section, then the subdivider of the adjoining property will be required to construct the stub street to City and Borough standards at the time.

(3) *Remote subdivisions accessible by navigable water.* The commission and the director may waive roadway improvements and other street construction requirements for remote subdivisions accessed solely by navigable water.

(j) *Pioneer path standards.* The following standards shall apply to remote subdivisions accessed by pioneer paths.

(1) Interior access shall be provided solely by pioneer path in a right-of-way. The right-of-way width of a pioneer path within a remote subdivision shall be 60 feet.

(2) Grades for pioneer paths must not exceed eighteen percent. The maximum cross slope grade must not exceed five percent.

(3) The width of a pioneer path shall not exceed 54 inches of tread, and must be located within a six foot corridor.

(4) Pioneer paths shall be designed and constructed to prohibit vehicular traffic wider than 48 inches from using the path, which may include the use of boulders, bollards, or any other similar structure.

(k) *Responsibility for improvements.* Unless otherwise provided, it shall be the

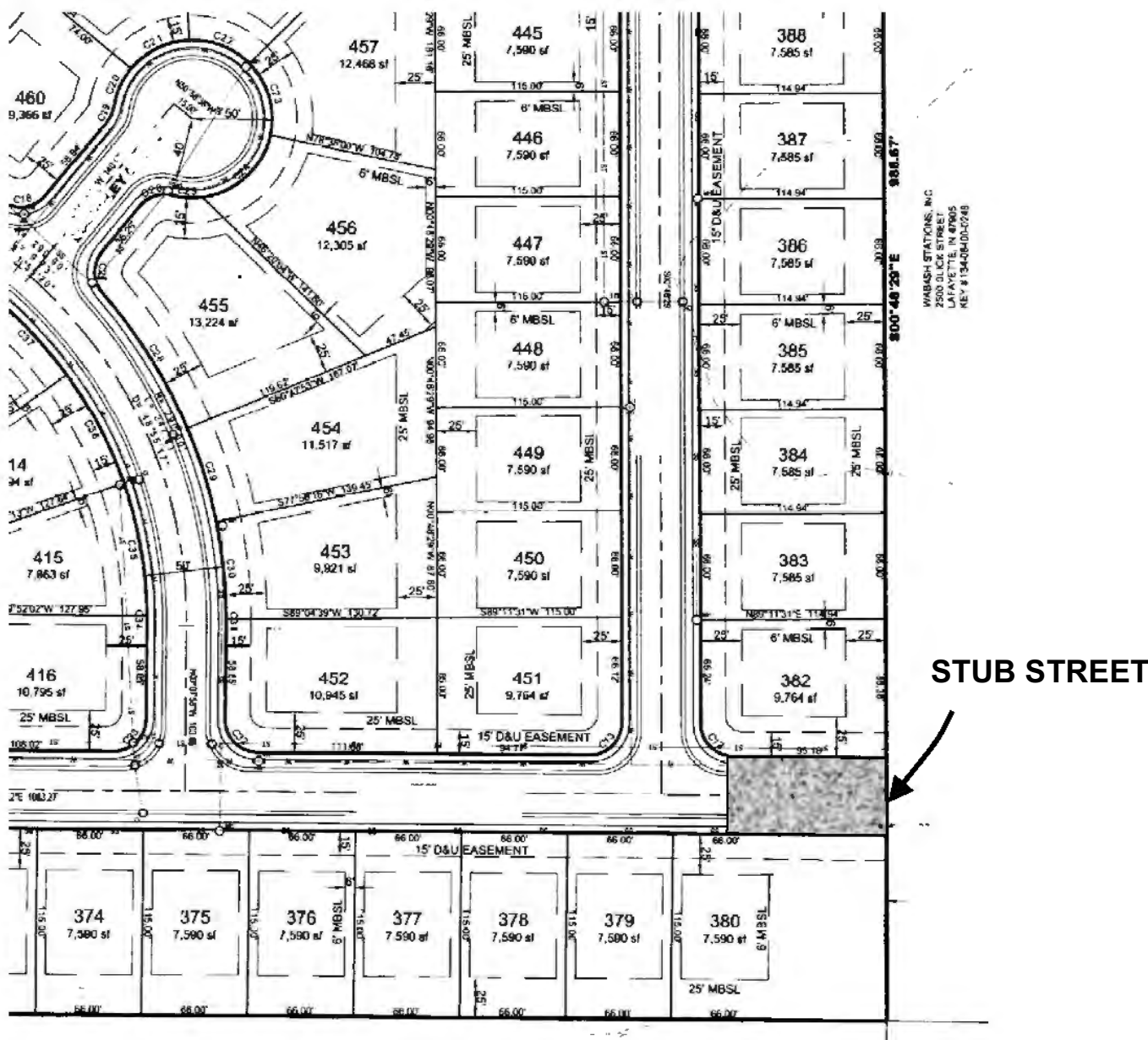


FIGURE 4

responsibility of the subdivider to pay the cost of all right-of-way and street improvements caused by any development, as determined by the director.

Section 27. Repeal and Reenactment of Section. CBJ 49.35.310 Systems required, is repealed and reenacted to read:

49.35.310 Water systems.

(a) For new development, the developer must construct a public water system that provides for daily water supply and fire protection needs if the following criteria are met:

(1) If development of five or more lots is proposed within 500 feet of an existing public water system; or

(2) If development of four or fewer is proposed within 200 feet of an existing public water system.

(b) *Nonresidential development.* The developer must provide an evaluation by an Alaska licensed engineer and submit the written evaluation to the director of engineering and public works for review and approval to determine the specific quantity and distribution requirements.

(c) *Distance.* For the purpose of this section, distance is measured as the radial distance from the closest water main to the nearest point of the subdivision boundary.

(d) *Fire protection.* Fire protection requirements are based on whether the development is located within or outside the fire protection service area. All public water distribution systems constructed according to subsections (a) or (b) of this section must be sized and constructed to meet fire flow and hydrant requirements, and provide the necessary fire flows for fire protection. All improvements must be constructed according to the International Fire Code (IFC). The director of engineering and public works and the City and Borough fire marshal must approve all plans.

(e) *Private water systems required.* If a proposed development is located at greater distances from the existing public water system than specified in subsection (a), and the developer chooses to not connect to the public system, the developer must construct a water system that provides for daily water supply and fire protection needs according to the following:

(1) *Development of five or more lots.*

(A) For development of five more lots, the developer must construct a water system adequate to supply water for daily use. There are two types of systems the developer may construct:

(i) *Community water system.* A developer can choose to construct a community water system if the following requirements are met:

(a) The community system meets the quantity standards specified by this section.

(b) Any proposed water system must be approved by the Alaska Department of Environmental Conservation and any other agency having jurisdiction. The developer must submit proof of approval to the department.

(c) All improvements must meet the city and borough standards for construction of public water systems. The community system must provide a separate service to the boundary of each proposed lot.

(d) The developer must submit the appropriate documents that show the continued maintenance of the community water system is guaranteed. The city and borough may review and comment on the documents, but is not responsible for their content or enforcement of any provisions.

(ii) *Individual wells.* A developer can also choose the option of individual wells to supply daily water needs, if the following requirements are met:

(a) The developer must clearly demonstrate to the satisfaction of the director of engineering and public works, through test wells, draw down tests, and other suitable methods, that the quantity standards specified in this section can be met for all proposed lots.

(b) The proposed source and supply system must be approved by the Department of Natural Resources and other agencies having jurisdiction. Proof of the approval must be submitted to the department.

(B) Quantity requirements for development of five or more lots are as follows:

(i) *Residential use.* The proposed source and system for residential use must be capable of producing and delivering not less than 75 gallons per capita per day and a peak hour factor of 150 percent.

(ii) *Nonresidential development.* To determine quantity and distribution requirements for nonresidential development, the

developer must provide an evaluation by an engineer licensed in the State of Alaska and submit the written evaluation to the director of engineering and public works for review and approval.

(iii) *Water rights.* The developer must show proof that the appropriate permit to appropriate water has been obtained from the State of Alaska for water rights for the source of water being proposed for use in the development.

(C) *Fire protection.* For a development of five or more lots proposed within the fire service area and not connecting to the public water system, the developer must construct a water supply system that will provide adequate fire protection. This distribution system must meet all the requirements of CBJ 49.15.__ above and may be separated or combined with the domestic water supply system.

(2) Development of four or fewer lots.

(A) Neither a community water system, nor individual wells are required if the development is of four or fewer lots.

(B) Fire protection requirements will be determined at the time the individual lots are developed.

(3) *Exception for remote subdivisions.* This section does not apply to remote subdivisions, unless the subdivider of the remote subdivision chooses to provide potable water or a public water system is available and the subdivision falls within the criteria outlined in subsection (a).

Section 28. Repeal of Section. CBJ 49.35.320 Fire flow, is repealed and reserved.

Section 29. Repeal and Reenactment of Section. CBJ 49.35.340 Oversizing

lines, is repealed and reenacted to read:

49.35.340 Oversizing lines.

When the subdivider is required to install connecting lines, to increase the size of existing public lines, or to install a distribution system as part of a subdivision proposal, the director for minor subdivisions and the commission for major subdivisions, after reviewing a recommendation from the director of engineering, may require any or all parts of such installation to be oversized if the director of engineering and public works finds it likely that within the expected life of the new construction an increase in capacity will be required to

serve other areas.

Section 30. Repeal and Reenactment of Section. CBJ 49.35.410 Systems
required, is repealed and reenacted to read:

49.35.410 Sewer systems.

(a) For new development, the developer must construct a public sewer system connecting to the existing public sewer system if the following criteria are met:

(1) If development of five more lots is proposed within 500 feet of an existing public sewer system.

(2) If development of four or fewer lots is proposed within 200 feet of an existing public sewer system.

(3) For the purpose of this section, distance is measured as the radial distance from the closest sewer main to the nearest point of the boundary of the proposed subdivision.

(b) If a proposed development is located at greater distances from the existing public sewer system than specified above, unless the developer chooses to connect to the public system, then a private system is required. Either of the following acceptable private systems may be installed.

(1) *Community and cluster wastewater systems.* Community wastewater systems, which have shared collection, treatment, and disposal and cluster wastewater systems, which have individual on-site treatment with a shared collection and disposal system are acceptable if the following requirements are met:

(A) The developer must provide a report and certification by a registered, qualified engineer licensed by the State of Alaska, which clearly shows that the proposed community or cluster wastewater system will operate satisfactorily, and how it will meet all other state and federal standards, to the satisfaction of the director of engineering.

(B) The director of engineering and public works must review the report and make a recommendation to the commission. The director of engineering will not make independent findings, but will make a recommendation as to the adequacy of the methodology and data provided in the report.

(C) All improvements must meet the City and Borough standards of construction for public sewer systems.

(D) The proposed wastewater systems must be approved by the Alaska Department of Environmental Conservation and any other agencies having jurisdiction. Proof of approval must be submitted to the department.

(2) *On-site wastewater systems.* Wastewater systems, which have individual on-site treatment and individual on-site disposal shall be acceptable if all the following requirements are met:

(A) The developer must provide a report and certification by a registered, qualified engineer or geologist licensed by the State of Alaska, which clearly shows that the proposed lots are large enough and have existing soils of sufficient permeability to permit the construction of on-site wastewater treatment and disposal systems.

(B) The director of engineering and public works shall review the report and make a recommendation to the director for minor subdivisions and to the commission for major subdivisions. The director of engineering and public works will not make independent findings but will make a recommendation as to the adequacy of the data provided and of the methodology proposed in the report for wastewater treatment and disposal.

(C) If adequate soils are not available onsite, the applicant can propose alternative methods for individual on-site wastewater systems. Alternative methods may include mound systems, marine outfalls, or other suitable wastewater systems. Review and approval of a proposal under this section must meet the applicable requirements of subsections (i) and (ii) of this section.

(c) *Residential wastewater systems – property owner responsibility.* The responsibilities of individual property owners for their individual wastewater systems are as follows:

(1) *Permitting.* All the owners of lots in new minor and major residential subdivisions using cluster or on-site wastewater systems must obtain a City and Borough on-site wastewater treatment and disposal system (OWTDS) permit from the engineering and public works department, and have completed construction and inspection of the system prior to issuance of any certificate of occupancy. The requirements for obtaining a wastewater treatment and disposal system permit, and the permit fees, shall be established by regulations issued by the manager pursuant to CBJ 01.60.

(2) *Limited maintenance contract required.* In addition, the property owners in new residential minor and major subdivisions shall be required to enter into a contract with the department of public works or its designee for inspection, monitoring, and treatment plant pumping of the private wastewater facility. All other maintenance of the wastewater system is the responsibility of the property owner.

(3) Violation of this section is an infraction.

(d) Compliance with (b) of this section does not exempt the developer or individual property owners from meeting all requirements of the Alaska State Department of Environmental Conservation regarding approval of wastewater systems.

Section 31. Repeal and Reenactment of Section. CBJ 49.35.420 Oversizing lines, is repealed and reenacted to read:

49.35.420 Oversizing lines.

When the subdivider is required to install connecting lines, to increase the size of existing public lines, or to install a distribution system as part of a subdivision proposal, the director for minor subdivisions and the commission for major subdivisions, after reviewing a recommendation from the director of engineering, may require any or all parts of such installation to be oversized if the director of engineering finds it likely that within the expected life of the new construction an increase in capacity will be required to serve other areas.

Section 32. Repeal of Section. CBJ 49.35.430 Private treatment systems, is repealed and reserved.

Section 33. Repeal and Reenactment of Section. CBJ 49.35.510 Drainage plans, is repealed and reenacted to read:

49.35.510 Drainage plans.

(a) The developer must provide a total surface drainage plan for approval by the director of engineering. This plan is an extension of the report submitted with the preliminary plat required by CBJ 49.15.411. The plan must be prepared by a civil engineer licensed to practice in the State of Alaska, must show all drainage facilities, and must include:

(1) The calculated increase in stormwater runoff resulting from the proposed development as well as the runoff from the total drainage area(s) associated with the site. Runoff calculation shall be based on a fully developed subdivision and a 25-year storm event.

(2) An evaluation of existing drainage ways and structures located between the development and the receiving water body shall verify that the existing drainage

ways can accommodate the increased runoff.

(3) All public and any required private drainage facilities.

(4) A demonstration of how drainage from the proposed subdivision will outlet into an established drainage channel, unless an alternative drainage way is approved by the director of engineering and public works.

(b) *Easements.* All development must be provided with necessary drainage easements, and drainage facilities adequate to prevent increased surface or subsurface runoff to abutting properties.

(c) *Drainage systems required.* The developer must install all on and off-site improvements necessary to deal with increases in or changes to existing flows as shown on the approved drainage plan.

(d) *Construction timing.* Any drainage improvements required by this section must be constructed and approved prior to or at the same time as the completion of any street construction.

Section 34. Repeal of Section. CBJ 49.35.530 Municipal planned area drainage system, is repealed and reserved.

Section 35. Repeal of Section. CBJ 49.35.540 Easements, is repealed and reserved.

Section 36. Repeal and Reenactment of Article. CBJ 49.35, Article VI Pedestrian Access, is repealed and reenacted to read:

ARTICLE VI. PUBLIC ACCESS

- 49.35.610 Pedestrian and bicycle access in the roaded service area.
- 49.35.620 Streams and bodies of water.
- 49.35.630 Trailhead dedications or easements.
- 49.35.640 Acceleration and deceleration lanes.

49.35.610 Pedestrian and bicycle access in the roaded service area.

(a) *Shared use pathways.* Shared-use pathways for pedestrian and bicycle use within the roaded service area may be required through blocks longer than 600 feet, or where deemed necessary to provide reasonable circulation within and between residential areas, or to provide access to schools, playgrounds, shopping centers, transportation or other community facilities according to the following:

(1) *Shared-use pathway width.* The width of a shared use path must not be less than 10 feet.

(2) *Construction standards.* Shared-use pathways, where required, must be constructed according to the Alaska Department of Transportation and Public Facilities preconstruction manual on "Bicycle Ways." The director of engineering and public works may approve alternative construction when deemed appropriate to the conditions of the site.

(3) *Right-of-way width.* A shared-use pathway must be located in dedicated right-of-way with a minimum width of 15 feet. The width of the right-of-way may be modified by the director for minor subdivisions and by the commission for major subdivisions, to accommodate the width of the fully constructed pathway and/or topographic features of the site.

(4) *Construction timing.* Shared-use pathways must be constructed prior to occupancy of any dwellings on lots located adjacent to the pathway, or at the time of all subdivision improvements are accepted by the City and Borough, whichever comes first.

(b) *Sidewalks.* The subdivider shall construct sidewalks according to table 49.17.525 in any residential subdivision, in all streets furnished with curbs and gutters, and in any commercial subdivision within the Urban Service Area.

(1) *Minimum width.* The minimum width of sidewalks is five feet.

(2) *Waiver.* The director, after consulting with the director of engineering and public works, may waive the requirement for sidewalks and allow alternative pedestrian improvements to be constructed upon a written finding that the alternative will:

(A) Take advantage of natural features of the site or implement the Juneau Non-Motorized Transportation Plan; and

(B) Provide a safety, quality, and functional equivalent to the requirement being waived.

49.35.620 Streams and bodies of water.

The developer shall convey such easements or make such dedications as may be made necessary in order to provide public access to all streams and public bodies of water.

49.35.630 Trailhead dedications or easements.

The developer shall convey such easements or make such dedications as may be made necessary in order to provide public access to existing trails.

49.35.640 Acceleration and deceleration lanes.

(a) If a driveway serves right-turning traffic from a parking area providing 200 or more parking spaces, and the road has a peak-hour traffic volume exceeding 750 vehicles per hour, an acceleration lane at least 200 feet long and at least ten feet wide measured from the driveway to the acceleration lane shall be provided.

(b) If a driveway serves as an entrance to a land development providing 100 or more parking spaces, a deceleration lane shall be provided for traffic turning right into the driveway from the road. The deceleration lane shall be at least 200 feet long and at least 13 feet wide measured from the road curb radius. A minimum 35-foot curb return radius shall be used from the deceleration lane in the driveway.

Section 37. Amendment of Section. CBJ 49.35.720, Provision of utilities

(Reserved), is amended by adding a new section to read:

49.35.720 Utility access.

(a) Public rights-of-way or easements, together with the right of ingress and egress, shall be provided where necessary for public utilities. Where easements are required, and approved, for public water systems, sanitary sewers, storm drainage facilities, or other similar public uses, the following requirements apply:

(1) *Width.* All easements must be accessible for maintenance and must have adequate space within the easement to accomplish maintenance, excavation, and stockpiling of material. The minimum width for a public easement that does not abut a public right-of-way is 20 feet, unless otherwise required by the director of engineering and public works.

(2) *Surface.* Easements shall be graded and compacted to provide a suitable surface for access and maintenance.

(3) *Restricted access.* Where easements adjoin a public street, the director of engineering and public works may require improvements to prevent access by the public.

(b) The director or planning commission shall require easements to be shown on a plat that grants access or other rights in the favor of certain properties. These private easements are not dedicated to or maintained by the public and must be noted as such on the plat.

(c) A note must be added to the plat stating the purpose of the easement, the grantee of the easement, restrictions on the easement use, and whether the easement is permanent or temporary, or private or public.

Section 38. Amendment of Chapter. CBJ 49.40 Access, Parking and Traffic, is amended to read:

CHAPTER 49.40

ACCESS, PARKING AND TRAFFIC

Section 39. Repeal of Article. CBJ 49.40, Article I Access, is repealed and reserved.

Section 40. Amendment of Section. CBJ 49.65.610 Bungalow lot subdivisions, is amended to read:

49.65.610 Bungalow lot subdivisions.

(a) Subdivisions creating bungalow lots must meet the following requirements:

(1) Lots must be served by municipal water and sewer and publicly maintained roads.

(2) In zoning districts D1, D3, D5, D10-SF, and D10, subdivisions shall not exceed two bungalow lots for each standard lot.

(3) In zoning districts D15 and D18, bungalow lots may be platted without creating standard lots.

(4) A note shall be included on all plats which create bungalow lots, providing: "At the time of plat recording, structures on (lot and block number for all bungalow lots) were limited to one 1,000 square foot detached single-family residence per lot;

other restrictions apply as well. See the City and Borough of Juneau Land Use Code for current regulations."

(5) Lots created through the Planned Unit Development process shall not be further subdivided into bungalow lots.

Section 41. Amendment of Section. CBJ 49.65.620 Review procedure, is amended to read:

49.65.620 Review procedure.

(a) The review procedure for bungalow lot subdivisions shall be:

(1) In zoning districts D1, D3, D5, D10-SF, and D10:

(A) A minor subdivision procedure may be used for subdivision of a parcel into not more than four lots, provided that no fewer than one standard lot for each bungalow lot shall be created through this process.

(B) Subdivisions containing one standard lot and two bungalow lots shall be processed as major subdivisions.

(2) In zoning districts D15 and D18, bungalow lots may be platted through the subdivision process set forth in Chapter 49.15, Article IV, ~~Minor and Major Subdivisions~~.

Section 42. Amendment of Section. CBJ 49.65.700 Purpose, is amended to read:

49.65.700 Purpose.

The purpose of this article is to allow, in certain residential districts, the development of common wall residential structures where each dwelling and underlying property is held under separate ownership ~~that are~~.

Section 43. Repeal and Reenactment. CBJ 49.65.705 Procedure, is repealed and

reenacted to read:

49.65.705 Procedure.

The development of a common wall subdivision involves a two-step approval process: the approval of a development permit and the approval of a common wall subdivision permit.

Section 44. Repeal and Reenactment of Section. CBJ 49.65.710 Four dwellings or less, is repealed and reenacted to read:

49.65.710 Development permits.

(a) The development permits required for construction of common wall development are either department review, or planning commission review under the conditional use permit process. The particular permit is determined by which zoning district within which the project is located, and the proposed number of units, in accordance with the CBJ Table of Permissible Uses.

(1) *Department review.*

(A) *Application submittals.* The following submittals are required with an application for department approval:

(i) Building plans that meet the requirements of this chapter and Title 19.

(ii) A sketch plat in accordance with CBJ 49.15.410. The sketch plat must include information necessary to demonstrate that the proposed common wall development will be able to comply with all the dimensional standards of this article after the parcel and structure have been divided.

(iii) A draft set of common wall agreements and homeowner agreements which set forth the rights and obligations of the owners for all common elements of the development.

(B) *Application review.* The application shall be reviewed by the director in accordance with CBJ 49.15.310.

(2) *Planning commission review.*

(A) *Application submittals.* The following submittals shall be required with the conditional use permit application:

(i) Building plans that include a detailed site plan and elevations of the proposed structures. Plans suitable for a building permit application are not required at this time.

(ii) A draft set of common wall agreements and homeowner's agreements which set forth the rights and obligations of the owners for all common elements of the development.

(iii) A sketch plat in accordance with CBJ 49.15.410. The sketch plat must include that information necessary to demonstrate that the proposed common wall development will comply with all the dimensional standards of this article after the parcel and structure have been divided.

(B) *Application review.* The commission will review and approve the application in accordance with CBJ 49.15.330.

Section 45. Repeal and Reenactment of Section. CBJ 49.65.720 Five dwellings or more, is repealed and reenacted to read:

49.65.720 Common wall subdivision.

(a) The applicant shall submit an application to subdivide the common wall development into individual dwellings and lots in accordance with 49.15.401, 49.15.402, CBJ 49.65 Article VII, and the following additional requirements:

(1) *Preliminary plat.* The following additional items will be submitted with the preliminary plat:

(A) An as-built survey that includes all structures and the location of the common walls in relation to the proposed common property lines.

(B) Framing inspections that document substantial construction of all units in accordance with the preliminary plans approved by the director or the commission through the department approval, or the conditional use process, respectively.

(C) Final common wall agreements and/or homeowners' agreements suitable for recording.

(b) *Final Plat.* After review and approval of the final plat, in accordance with CBJ 49.15.412, the plat and the common wall agreement documents may be recorded by the department at the State Recorder's Office at Juneau at the applicant's expense, after issuance of final occupancy permits.

Section 46. Amendment of Section. CBJ 49.65.730 Utilities, is amended to read:

49.65.730 Separate utilities Utilities .

All common wall dwellings must be served by individual public water and sewer services unless otherwise authorized by CBJ Title 75 ~~suitable easements and maintenance agreements are provided.~~

Section 47. Repeal and Reenactment of Section. CBJ 49.65.735 Parking and access, is repealed and reenacted to read:

49.65.735 Parking and access

(a) Common wall development shall meet the parking requirements for single-family dwellings in accordance with CBJ 49.40.

(b) For common wall structures of three or more dwellings, access to public rights-of-way may be restricted to common driveways for each pair of dwellings.

(c) The commission can consider alternative parking and access proposals, such as common parking areas, under the conditional use permitting process.

(d) All common parking and access arrangements shall include appropriate easements and homeowners' agreements.

Section 48. Amendment of Section. CBJ 49.65.740 Density, is amended to read:

49.65.740 Density.

The density allowed for common wall dwellings in any zoning district is the density specified for dwellings other than duplexes in that district and in accordance with CBJ 49.25, Article V.

Section 49. Amendment of Section. CBJ 49.65.750 Dimensional standards, is amended to read:

49.65.750 Dimensional standards.

...

(3) *Minimum side yard setback.* The minimum side yard setback from the common property line is reduced to zero feet. The remaining side yard setbacks shall be ten feet in a D5 zone, three feet in a D10-SF zone, and five feet in a D10, D15, D18 or MU2 zone. ~~The minimum side yard setback from the common property line is reduced to zero feet for the common wall only. The remaining side yard setbacks shall be ten feet in a D-5 zone, three feet in a D-10 SF zone, and five feet in a D-10, D-15, D-18 or MU2 zone. For any significant part of the structure opposite the common property line but not connected to the structure on the other lot, a five foot minimum setback from the common property line shall be maintained or a minimum five foot maintenance easement and adequate homeowners agreement provided.~~

Section 50. Amendment of Section. CBJ 49.70.210 Scope, is amended to read:

49.70.210 Applicability and Scope.

(a) This article applies to all development on hillsides in the City and Borough that involves the following; ~~except:~~

~~(1) Development on hillside lots which does not involve:~~

(1) ~~(A)~~ Removal of vegetative cover;

(2) ~~(B)~~ Excavation of any slope in excess of 18 percent;

(3) ~~(C)~~ Creation of a new slope in excess of 18 percent for a vertical distance of at least five feet; or

(4) ~~(D)~~ Any hazard area identified on the landslide and avalanche area maps dated September 9, 1987, consisting of sheets 1—8, as the same may be amended from time to time by the assembly by ordinance or any other areas determined to be susceptible to geophysical hazards.

(b) All hillside development endorsement applications shall be reviewed by the planning commission, except the following may be reviewed by the director:

(1)(2) An excavation below finished grade for basements and footings of a building, a retaining wall or other structure authorized by a building permit, provided that this

shall not exempt any fill made with the material from such excavation nor any excavation having an unsupported height greater than two feet after the completion of the associated structure ~~This article does not apply to an~~ ;

(2)(3) Graves ;

(4) ~~Refuse disposal sites controlled by other regulations;~~

(3)(5) Mining, quarrying, excavating, processing, or stockpiling of rock, sand, gravel, aggregate or clay provided such operations do not affect the location or peak volume of runoff, the location or amount of standing water, or the lateral support for, the stresses in, or the pressure upon, any adjacent or contiguous property ;

(4)(6) Exploratory excavations less than 200 square feet in area and under the direction of a civil engineer with knowledge and experience in the application of geology in the design of civil work ;

(5)(7) An excavation which:

(A) Is less than two feet in depth and covers less than 200 square feet; or

(B) Does not create a cut slope greater than five feet in height or steeper than 1½ horizontal to one vertical.

(6)(8) A fill less than one foot in depth and intended to support structures which fill is placed on natural terrain with a slope flatter than five horizontal to one vertical, which does not exceed 20 cubic yards on any one lot and which does not obstruct a drainage course ;

(7)(9) A fill less than three feet in depth and not intended to support structures which fill is placed on natural terrain on a slope flatter than five horizontal to one vertical, which does not exceed 50 cubic yards on any one lot and which does not obstruct a drainage course ;

(8)(10) Minor development.

Section 51. Amendment of Section. CBJ 49.70.220 Hillside development endorsement application, is amended to read:

49.70.220 Hillside development endorsement application.

(a) ~~Endorsement required. All Except as set forth in section 49.70.210, all development on hillsides shall be pursuant to a hillside development endorsement to the allowable or conditional use permit otherwise required.~~

(b) ~~Compliance.~~ The developer shall apply for and obtain a hillside development endorsement prior to any site work other than land and engineering surveys and soils exploration. ~~If soils exploration requires construction of a drilling pad, platform, or other structure not exempt under section 49.70.210, then a hillside development endorsement for the pad, platform or structure shall be obtained.~~

(e) ~~Application.~~ Contemporaneous with an application for an allowable or conditional use permit, the developer shall submit one copy of a hillside development application, supporting materials, and fee to the department. The department shall forward the application to the municipal engineer. Applications shall be submitted prior to application for any associated building permit. The engineer shall return an incomplete application to the applicant within three working days of submission.

Section 52. Repeal and Reenactment of Section. CBJ 49.70.240 Submission requirements; application, is repealed and reenacted to read:

49.70.240 Application.

The application shall be accompanied by the following materials, which shall be signed and stamped by a civil engineer, architect, geologist or land surveyor licensed in the State of Alaska:

(1) A vicinity map, at a clear and legible scale, showing roads, place and street names and natural waterbodies.

(2) Site maps, showing the present condition of the site at a clear and legible scale compatible with the size of the development and including:

(A) Two-foot contours for flat terrain or five-foot contours for steep terrain and extending 50 feet in all directions beyond the development site; 12 percent line, 30 percent line;

(B) Water bodies, tidelands and drainage ways from the development site to accepting natural waterbody;

(C) Lot boundaries and easements for the site and adjacent lots; and

(D) Existing improvements on the site and adjacent lots, including structures, roads, driveways and utility lines.

(3) The application shall include a finished proposed site plan at a clear and legible scale that includes the following information:

- (A) Finished grade at two-foot contours for flat terrain or five-foot contours for steep terrain and extending 50 feet in all directions beyond the development site; 12 percent line, 30 percent line.
 - (B) Water bodies, tidelands and drainage ways, and temporary and permanent drainage systems from the development site to the accepting natural waterbody.
 - (C) Lot boundaries, easements and setback lines.
 - (D) The location of improvements including structures, roads, driveways, utility lines, culverts, walls and cribbing.
 - (E) Clearing limits of existing vegetative cover.
 - (F) A cross section of the development site.
- (4) The application shall include detailed engineering drawings of roads, driveways, parking areas, structural improvements for foundations, off-site stormwater runoff systems; cross sections and road elevations.
 - (5) A description of the source and type of any off-site fill, and the site for depositing excess fill.
 - (6) A landscaping plan, including all trees to be retained in excavation areas, all plant species and locations; temporary slope protection measures; erosion and siltation control measures; seeding or sodding materials, a planting and maintenance program; and methods of stabilization and protection of bare slopes.
 - (7) An engineering geologic report, including a summary of the relevant surface and bedrock geology of the site, a discussion of active geologic processes with conclusions and recommendations regarding the effect of geologic factors on the proposed development; data regarding the nature, distribution and relevant parameters of existing soils, recommendations for grading procedures; design criteria for corrective measures as necessary, and recommendations covering the suitability of the site for the proposed development.
 - (8) A work schedule, by phase.
 - (9) Such other different or more detailed submissions as may be required.

Section 53. Amendment of Section. CBJ 49.70.260 Criteria, is amended to read:

49.70.260 Criteria.

The commission or director shall consider the extent to which the development meets the following criteria:

- (1) *Soil erosion.* Soil disturbance and soil erosion shall be minimized and the effects thereof mitigated.
- (2) *Existing vegetation.* Depletion of existing vegetation shall be minimized.
- (3) *Contours.* The developer shall recontour the finished grade to natural-appearing contours which are at or below 30 percent or the natural angle of repose for the soil type, whichever is lower, and which will hold vegetation.
- (4) *Time of exposure and soil retention.* The developer shall minimize the period of time that soil is exposed and shall employ mats, silt blocks or other retention features to maximize soil retention.
- (5) *Replanting.* The developer shall mat, where necessary, and plant all exposed soil in grass or other soil-retaining vegetation and shall maintain the vegetation for one full growing season after planting.
- (6) *Drainage.* The developer shall minimize disturbance to the natural course of streams and drainage ways. Where disturbance is unavoidable, the developer shall provide a drainage system or structures which will minimize the possibility of sedimentation and soil erosion on-site and downstream and which will maintain or enhance the general stream characteristics, spawning quality, and other habitat features of the stream and its receiving waters. Where possible, development shall be designed so lot lines follow natural drainage ways.
- (7) *Foundations.* The developer shall ensure that buildings will be constructed on geologically safe terrain.
- (8) *Very steep slopes.* The developer shall minimize excavation on slopes over 30 percent.
- (9) *Soil retention features.* The developer shall minimize the use of constructed retention features. Where used, their visual impact shall be minimized through the use of natural aggregate or wood, variation of facade, replanted terraces, and the like.
- (10) *Wet weather periods.* The developer shall minimize exposure of soil during the periods of September 1—November 30 and March 1—May 1.

Section 54. Amendment of Section. CBJ 49.70.270 Conditions on approval, is amended to read:

49.70.270 Conditions on approval.

The commission or director may place conditions upon a hillside development endorsement as necessary or desirable to ensure that the spirit of this chapter will be implemented in the manner indicated in the application. Fulfillment of conditions shall be certified by the engineer. The conditions may consist of one or more of the following:

- (1) *Development schedule.* The commission or director may place a reasonable time limit on or require phasing of construction activity associated with the development or any portion thereof, in order to minimize construction-related disruption to traffic and neighbors or to ensure that the development is not used or occupied prior to substantial completion of required improvements.
- (2) *Dedications.* The commission or director may require conveyances of title or other legal or equitable interests to public entities, public utilities, a homeowner's association, or other common entities. The developer may be required to construct any public facilities, such as drainage retention areas, to City and Borough standards prior to dedication.
- (3) *Construction guarantees.* The commission or director may require the posting of a bond or other surety or collateral providing for whole or partial releases, in order to ensure that all required improvements are constructed as specified in the approved plans.
- (4) *Lot size.* If justified by site topography, the commission or director may require larger lot areas than prescribed by zoning requirements.

Section 55. Amendment of Section. CBJ 49.70.710 Subdivisions in transition zones shadow platting, is amended to read:

49.70.710 Subdivisions in transition zones shadow platting.

- (a) *Contents of application.* When a plat is submitted under chapter 49.15, article IV for a ~~major~~ subdivision of five or more lots in a transition zone, the application shall include a shadow plat of the property. The shadow plat shall be a sketch plat overlay of the actual lot layout proposed. This overlay shall reflect as nearly as possible the future resubdivision of the parcels into smaller lots, based upon the density and lot size allowed after public sewer and water are provided.

(b) ~~Decision Commission decision.~~ The director for minor subdivisions and the ~~The~~ commission for major subdivisions shall review and approve the application ~~for a major subdivision~~ based on how well the proposed lot layout will lend itself to future resubdivision as well as other requirements of this title.

Section 56. Amendment of Section. CBJ 49.75.130 Procedure, is amended to read:

49.75.130 Procedure.

A rezoning shall follow the procedure for a major development permit except for the following:

(a) The commission shall make a recommendation to the assembly to approve, approve with modifications, or deny a rezoning request. The commission shall prepare written findings in support of its recommendation. The commission's notice of recommendation shall be posted on the department's website within ten ~~10~~ days of the public hearing on the proposed rezone. If the commission recommends approval of the rezoning request or approval with modifications, the director shall forward the commission's written recommendation to the assembly with an ordinance to amend the official zoning map in accordance with the recommendation. If the commission recommends denial, the amendment shall be deemed disapproved unless the applicant files a notice of protest in accordance with CBJ 49.75.130(b).

(b) Protests.

(1) An applicant may protest the commission's recommendation to deny the rezoning by filing a written statement with the municipal clerk within 20 days of the commission's written notice of recommendation for denial, requesting that an ordinance amending the zoning map as set out in the application be submitted for action by the assembly. The director shall, within 30 days of the filing of the protest with the municipal clerk, prepare a draft ordinance to be appended to the notice of recommendation for consideration by the assembly.

(2) Any person may protest the commission's recommendation to approve a rezoning request or approve a rezoning request with modification by filing a written protest with the municipal clerk within 20 days of the commission's written notice of recommendation.

(3) In the case of a timely filed protest and after introduction of the proposed ordinance at a regularly scheduled assembly meeting, the assembly shall hold a public hearing on the proposed rezoning. At the close of the hearing, the assembly shall approve the zoning map amendment as recommended by the commission,

approve the zoning map amendment with modifications, or deny the zoning map amendment. ~~If approved with modifications, the ordinance shall become effective only with the written consent of the owner(s) of the property to be rezoned.~~

(c) All rezonings shall be adopted by ordinance, and any conditions thereon shall be contained in the ordinance. Upon adoption of any such ordinance, the director shall cause the official zoning map to be amended in accordance with the adopted ordinance.

Section 57. Amendment of Section. CBJ 49.80.120 Definitions, is amended to read:

49.80.120 Definitions.

...

Development permit means department approvals, subdivision permits and approvals, allowable use permits, special use permits and conditional use permits.

...

~~*Minor development* means a subdivision of four or fewer lots in any zoning district; minor development is also classified by zoning district as follows:~~

~~*Rural Reserve District:* A residential development containing two or fewer dwelling units, two or fewer bedrooms leased on a daily or weekly basis, or a nonresidential building of less than 10,000 square feet or using less than one acre of land.~~

~~*Single Family Residential Districts:* A residential development containing two or fewer dwelling units, two or fewer bedrooms leased on a daily or weekly basis, or a nonresidential building of less than 5,000 square feet or using less than 10,000 square feet of land.~~

~~*Multifamily Family Residential Districts:* A residential development containing eight or fewer dwelling units, eight or fewer bedrooms leased on a daily or weekly basis, or a nonresidential building of less than 5,000 square feet or using less than 10,000 square feet of land.~~

~~*Commercial and Mixed Use Districts:* A residential development containing 12 or fewer dwelling units, 12 or fewer bedrooms leased on a daily or weekly basis, or a nonresidential building of less than 10,000 square feet or using less than one-half acre of land.~~

~~*Industrial Districts:* Non-residential buildings of 15,000 square feet or using less than one acre of land.~~

...

Public sewer and water system means any system that is operated by a municipality, governmental agency, or a public utility licensed as such by the state for the collection, treatment and disposal of wastes, and the furnishing of potable water and fire protection.

Public way means pedestrian ways, rights-of-way, and streets and any other way held for or held open by a public entity ~~the municipality~~ for purposes of public access.

...

Right-of-way means a defined area ~~a strip~~ of land, including surface, overhead and underground space, reserved or granted by deed, easement or dedication for a street, alley, utility, walkway, sidewalk, ~~condemned and occupied or intended to be occupied by a road, crosswalk, railroad, electric transmission lines, oil or gas pipeline, water line, sanitary storm sewer and or other similar uses~~ public ways.

...

Roadway means the portion of a street intended for vehicular traffic; where curbs are laid, the portion of the street between the back of the curbs.

...

Street means a thoroughfare improved or intended to be improved for travel, permanently open to general public use that affords the principal means of access, frontage and address to individual buildings, lots and blocks. Streets include a pioneer path, road, avenue, place, drive, boulevard, highway or other similar means of public thoroughfares except an alley. Unless otherwise indicated, the term street shall refer to both public and private streets ~~the entire right of way of a public way which affords the principal means of access to properties abutting the right of way.~~

...

Street, ~~major~~ arterial, means a street with access control, channelized intersections, restricted parking, and which collects and distributes traffic to and from minor arterials and collectors.

...

Subdivider means the developer or owner of a subdivision.

...

Subdivision means the division or redivision of a tract or parcel of land into two or more lots, sites or other divisions and the act of developing, constructing or improving property with a subdivision as required by CBJ Title 49 ~~the division, redivision, or development of land into two or more lots, or land leases of 55 or more years.~~

...

Urban service boundary means the boundary of the urban service area established in the comprehensive plan.

Section 58. Amendment of Section. CBJ 49.80.120 Definitions, is amended by the addition of the following definitions to be incorporated in alphabetical order:

Cluster wastewater system means a system with individual on-site wastewater treatment and a shared wastewater collection system under some form of common ownership, other than public ownership, that collects wastewater from two or more dwellings and conveys it for disposal to a suitable site near the dwellings.

Common facilities means streets, sidewalks, parking areas, community buildings, refuse disposal systems, sewer systems, and water systems, held in common ownership by planned unit development homeowners.

Common open space means open space held in common ownership by planned unit development homeowners. Buildings, parking areas, and similar improvements may be located in and included in the calculation of common open space if related and necessary to the function of the open space. Stormwater drainage and flood storage may be located in and included in the calculation of the common open space. Common on-site sewage disposal systems, but not individual septic systems, may be located in and included in the calculation of common open space. Streets may be located in but shall not be included in the calculation of common open space.

Community wastewater and disposal system means a system with a shared wastewater treatment and collection system under some form of common ownership, other than public ownership, that collects wastewater from two or more dwellings and conveys it to a treatment plant and disposal system located on a suitable site near the dwellings.

Conservation lot means an undeveloped or remediated parcel where building development is permanently prohibited. A conservation lot is intended to preserve open space, environmentally sensitive areas, scenic views, wetlands, and buffers.

Density bonus means an increase in allowable density above that otherwise allowed in the zoning district in which the planned unit development is located.

Improved common open space means common open space containing common facilities, recreational equipment, parks, gardens, picnic areas, landscaping, or other outdoor improvements.

Natural area park means a lot owned by a government and characterized by areas of natural quality designed to serve the entire community by providing fish and wildlife habitat, open space/natural areas, access to water, and opportunities for passive and dispersed recreation activities. Development is prohibited except for structures, roads, and trails necessary for public use, education, maintenance, and protection of the resource.

Panhandle lot means a lot where the only owned access to the right of way is a narrow strip of land, the width of which is less than the minimum required by code.

1
2
3
4 *Pioneer path* means an access path for pedestrian, equestrian, human powered
5 vehicles, all-terrain vehicles, snow machines, and similar off-road recreational vehicles
6 weighing less than 1,000 pounds gross vehicle weight and having a maximum overall width
of 48 inches. Except as identified above, a pioneer path shall be designed and constructed to
prevent a vehicle registered or required to be registered under AS 28.10 from traveling on
the pioneer path.

7
8 *Planned unit development* means a tract of land at least two acres in area, under
9 single, corporation, firm, partnership, or association ownership, planned and developed as
10 an integral unit in a single development operation or a definitely programmed series of
development operations and according to approved preliminary and final development
plans. Planned unit developments shall comply with all requirements of the land use code,
except to the extent that such requirements are superseded by a permit issued pursuant to
this article.

11
12 *Private improvements* means those improvements required as part of a subdivision or
13 other land use permit that will not be maintained by the City and Borough or other agency
of government.

14 *Privately maintained access road* means a road that the department or the
15 commission has permitted to be constructed at less than full public street standards in an
16 existing right-of-way. Privately maintained access roads can be used by the public and can
17 provide access to more than one parcel, but will not be publicly maintained. A privately
maintained access road is distinguished from an ordinary driveway in that an ordinary
driveway provides access between a parcel of land and the public portion of the street, and is
not for public access (See Figure 5).

18 *Public improvements* means any construction incidental to servicing or furnishing
19 facilities to a development, including but not limited to: streets; retaining walls; street signs
20 and markings; curbs and gutters; street lights and associated power conduits; sidewalks;
21 shared use pathways; sewer mains, pump stations, service laterals, manholes, cleanouts and
all associated parts; storm sewer mains, manholes, catch basins, pump stations, service
laterals, and all associated parts; water mains, fire hydrants, service laterals, valves, pump
stations, reservoirs, and all associated parts.

22
23 *Public square* means an area dedicated for public use for temporary leisure,
assembly, markets, and similar uses.

24 *Quasi-public* means property or infrastructure that is normally owned by the public
25 sector, but owned by the private sector serving in the public interest.

Radial distance means the shortest distance measured along a radius extending from
a point of the object being measured from to a point on the object being measured to.

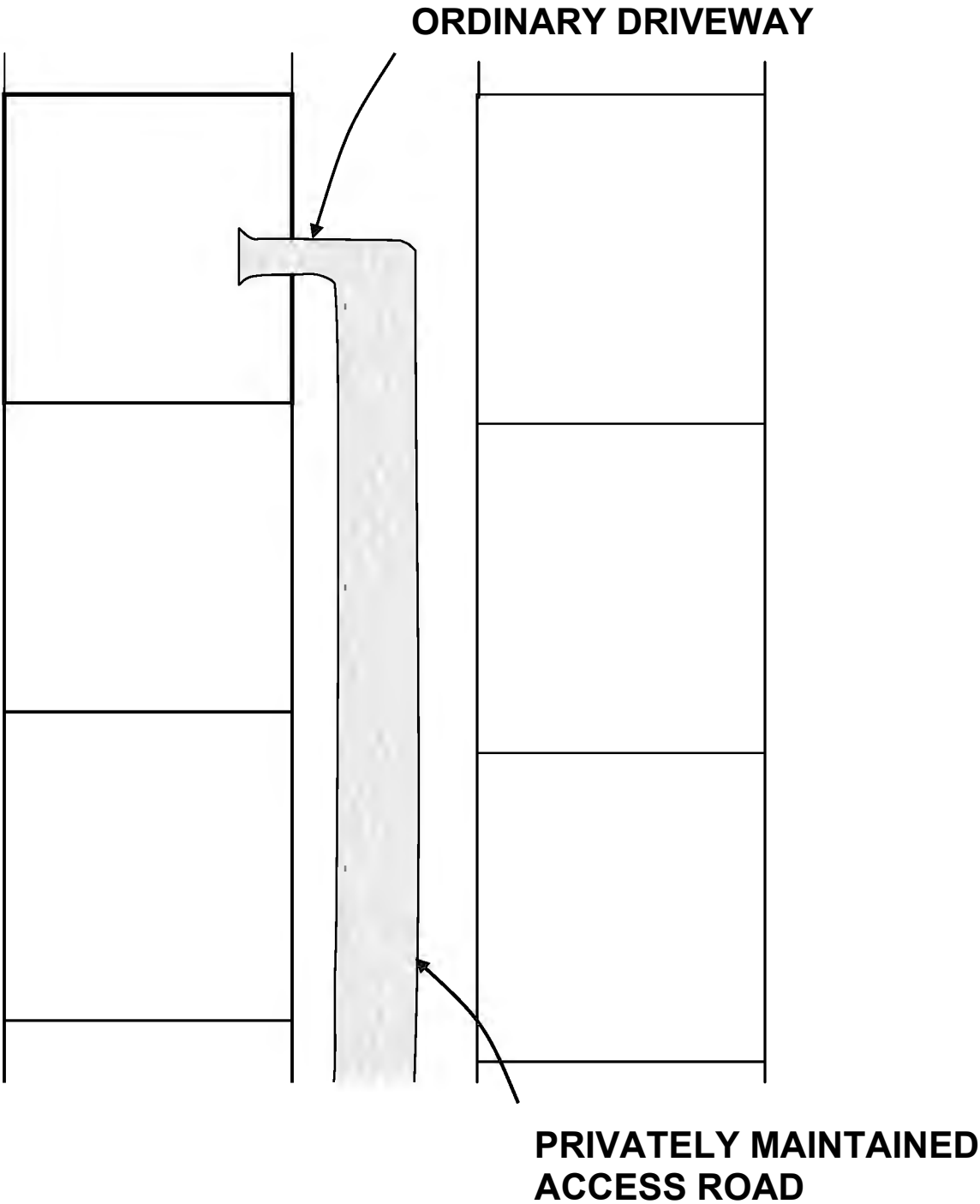


FIGURE 5

Roadway Width is measured as the paved section of a paved street or from shoulder to shoulder on a gravel street.

Sight distance means the distance that a driver needs to react appropriately to a situation, including stopping sight distance, passing sight distance, and intersection sight distance.

Undisturbed common open space means common open space left in its natural condition.

Section 59. Amendment of Section. CBJ 49.85.100 Generally, 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:

- (1) Minor development.
 - (A) Reserved;
 - (B) Staff review, no charge if a building permit is required;
 - (C) Sign permit, \$50.00 for the first two signs, and \$20.00 for each additional sign.
- (2) Minor subdivision or consolidation.
 - (A) Subdivision creating additional lots, \$400.00 plus \$25.00 for each resulting lot;
 - (B) Subdivision creating no additional lots, \$110.00 plus \$25.00 for each lot changed;
 - ~~(C) Minor lot consolidation, \$135.00.~~
- ...
- (4) Major subdivisions, including mobile home subdivisions.
 - (A) Preliminary plat, \$110.00 per lot ~~or \$650.00, whichever is greater;~~
 - (B) Final plat, \$70.00 per lot ~~or \$400.00, whichever is greater;~~
 - (C) Reserved;
 - (D) Plat amendment, \$110.00 plus, \$25.00 per lot.

...

Section 60. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this _____ day of _____, 2015.

Merrill Sanford, Mayor

Attest:

Laurie J. Sica, Municipal Clerk