

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

March 15, 2021, 5:00 PM.

Zoom Webinar

Lands, Housing, and Economic Development Committee Attendee link:

<https://juneau.zoom.us/j/94215342992> Or iPhone one-tap : US: +13462487799,,94215342992#
or +16699006833,,94215342992# Or Telephone: Dial(for higher quality, dial a number based on
your current location): US: +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782 or +1 312
626 6799 or +1 929 436 2866 or +1 301 715 8592 Webinar ID: 942 1534 2992

I. ROLL CALL

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

A. February 1, 2021 Draft Minutes

IV. PUBLIC PARTICIPATION - Those participating via telephone can press *9 or those that are participating on Zoom can use the “raise their hand” function to participate.

(Not to exceed a total of 10 minutes nor more than 2 minutes for any individual).

V. AGENDA TOPICS

A. Housing Task List Update

B. Development Activity and Title 49 Revision Overview (Verbal Update)

VI. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

VII. ADJOURNMENT

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

**ASSEMBLY STANDING COMMITTEE MINUTES
LANDS HOUSING AND ECONOMIC DEVELOPMENT COMMITTEE
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

February 1, 2021, 5:00 P.M.
Zoom Webinar Meeting

I. ROLL CALL

Chair Gladziszewski called the meeting to order at 5:00pm.

Members Present: Chair Maria Gladziszewski, Wade Bryson, Alicia Hughes-Skandijs, Greg Smith

Members Absent: none

Liaisons Present: Chris Mertl, Parks and Recreation

Liaisons Absent: Dan Hickok Planning Commission, Chris Dimond, Docks and Harbors

Other Assembly Members Present: Mayor Beth Weldon, Loren Jones, Carol Triem

Some Members of the Public Present: Kevin Benson, BRH Chief Financial Officer; Kenny Solomon-Gross, Bartlett Regional Hospital Board; KTOO Representative

Staff Present: Dan Bleidorn, Lands Manager; Roxie Duckworth, Lands & Resources Specialist; Scott Ciambor, Chief Housing Officer ; Jill Maclean, CDD Director; Rorie Watt, City Manager; Beth McEwen, City Clerk; Alix Pierce, CDD Planning Manager; Jeff Rogers, Finance Director

II. APPROVAL OF AGENDA

Agenda was approved as presented.

III. APPROVAL OF MINUTES

January 11, 2021 Draft Minutes were approved as presented.

IV. PUBLIC PARTICIPATION

Those participating via telephone can press *9 or those that are participating on Zoom can use the "raise their hand" function to participate. No public participation.

V. AGENDA TOPICS

A. 3225 Hospital Drive Acquisition Request

Mr. Bleidorn discussed this request. The Division of Lands and Resources, the Engineering Department, and Bartlett Regional Hospital (BRH) having been working together to evaluate the acquisition of 3225 Hospital Drive. This property includes a 14,220 square foot building on a 20,372 square foot lot. Bartlett Surgical and Specialty Clinic occupies approximately half of the space in that building and pays \$181,000 in rent annually. The remaining space is leased to United Human Services and a Urology Office for \$180,513 per year.

The evaluation includes an inspection by a City Architect and resulted in a facilities Condition Survey report. The executive summary from this report is attached. BRH also hired Southeast Real Estate Inspections to complete an engineering inspection with the final report is due to

be completed in the next few days. The city hired Julie Dinneen Company to provide a market value appraisal for the property, which is \$3,100,000.

BRH Board of Directors provided a motion to approve the Finance Committee a recommendation to enter into an agreement to purchase the property located at 3225 Hospital Drive, for \$2 Million, contingent on the engineer's report. When the engineer's report comes in, the Executive Committee will review findings. Motion unanimously approved. There is a discrepancy in price and the building representative said that the owners declined the initial offer of \$2 million, which came in before the appraisal and they are looking at a price closer to \$2.5 million, which may mean this will have to go back to the Hospital Board for an amended motion. Lands has been working with the City Attorney, City Manager and BRH to move this forward if this ends up being the case. City code that is followed for acquisitions is 53.04.020 (a) and (b).

Mr. Bryson asked about the price discrepancy and why does BRH want to make this purchase. Mr. Bleidorn replied that prior to the Land Office working on this acquisitions there was verbal communication between BRH and the homeowners with a dollar value initially thrown out at \$2 million and \$2.5 million was later discussed and the owners said anything less than that they would try their hand in the open market. As far as continued use, currently BRH leases about half of the property and as the other leases expire, they plan to use the additional space. Mr. Bleidorn invited BRH representatives to speak. Kenny Solomon-Gross from the Hospital Board deferred to Kevin Benson of BRH. Mr. Benson noted that BRH has grown over the years, are busting at the seams to find space for services, and are currently leasing a little over half of the building. Looking forward, this facility may provide additional space to house departments that are displaced through renovations.

Mr. Smith asked if BRH would use their funds to acquire the building and would be on the line for any improvements to the building. Mr. Benson confirmed.

Motion of support to the Assembly for the acquisition of 3225 Hospital Drive by a price the manager determines does not exceed fair market value passed.

B. Juneau Affordable Housing Fund

Mr. Ciambor discussed this item that includes an updated JAHF program description, guidelines and the JAHF anticipated applicants for funding. The JAHF is a 2021 Assembly goal and includes the Housing Action Plan, the Juneau Economic Development Plan and is funded from the 2018 Prop 1, which authorized to extend the temporary 1% area wide sales tax that was effective October 1, 2018 and consisted of a period of 5 years. The JAHF is needed to address the significant and longstanding housing challenges in Juneau. It is estimated that to achieve significant catch-up goals of 66 units of new construction per year and 25 preserved, \$3.6M HTF dollars would be needed annually. 95% of the work for the development of the JAHF has been completed with input provided from the Assembly, AHC, local stakeholders, national experts, statewide partners and other municipal housing fund administrators. In 2018, the COW incorporated goals of the Housing Action Plan, raised the grant and loan limit to up to \$50,000/unit and clarified the affordability requirements for for-profit developers, as well as updated the timeline and scoresheet.

The March 2, 2020 COW update includes adding a priority point for downtown housing in the scoring matrix, adding staff plus two members of the public with housing development, commercial/residential real estate, or banking experience in the review committee, and to expend the \$525,400 for a July 1, 2020 competitive funding round. The JAHF anticipated projects and partners included the eligibility for the AFH with eligibility ranges from very low income to those with a significant income but still a need for affordable housing, and matching state and federal grants. These entities including the housing authorities, housing trust, various tax credit projects in the community and the affordable housing projects that target special needs populations. These entities typically seek out 7 – 9 funding sources to put a housing project together with the JAHF as an additional funding source. Entities in the 0 – 80% AMI realm would typically apply for grants whereas private and for-profit entities would apply for loans with an affordability agreement. Developing affordable housing in the state and federal match zone is difficult and can take 3 to 5 years to put all of the funding sources together.

The current fund balance for the JAHF is \$1,413,000 with an expected increase to \$1,717,000 on July 1, 2021. An additional \$400,000 from the Temporary Sales Tax will be available on July 1, 2022 (FY23). \$100,000 of those additional funds is allocated for the CBJ Accessory Apartment Grant. This is the last scheduled contribution to the fund. CBJ's housing programs include the CBJ Mobile Home Loan Down Payment Assistance program, the CBJ Accessory Apartment Incentive Grant program, the Updated Juneau Affordable Housing Fund program, and the recently considered Tax Abatement for Housing Development program.

Chair Gladziszewski noted that the items in the packet have not been modified since the COW had asked for them last year and there are two new areas that will be added because of the recent committee discussions. In Appendix C, the scoresheet on page 22 of the packet, box 2, a bullet will be added that says "Downtown Housing." On page 19 in the packet there will be an item that mentions the Review Committee and who will be on that committee, someone from the Housing Office, probably 2 people from CDD, Finance, and/or Lands and 2 public people.

Mr. Smith asked if we expect people to come back with ideas for loans and grants. Mr. Ciambor replied that the applications are expected to be wide ranged, anything from 0 to 120% AMI income and they could be capital projects, for-profit developers with multi-family projects, additional rental assistance programs, or community land trust. Some of these projects are already in the works; from transitional housing to family home enter programs.

Mr. Bryson noticed that this proposal did not include any single family incentives on the buyers side and asked if there was any way to expand the mobile home program and that we need help individual families get into housing and maybe expand this program to condominiums to use that \$10,000 towards that. Putting families in houses is the strongest economic development we can do, it solidifies the school base and keeps families here permanent. Chair Gladziszewski asked Mr. Bryson to discuss this with Mr. Ciambor after the meeting and that we could bring this item back to the next meeting in order to get this AHF off the ground.

Ms. Hughes-Skandijs asked how much money from the funds we used so far and for what. Mr. Ciambor replied that in 2008 there was \$400,000 in a HUD loan program that went out to developers and came back in to start the Housing Fund. In 2012, there was a legislative request in funding that resulted in \$90,000 going into the fund from the State of Alaska and then there was the \$2 million in 2018 that has gone into the fund. The pilot program for the accessory apartment grant program was about \$72,000 and then \$96,000. \$100,000 has been set aside for

the mobile home loan program. There has been about four to five loans a year with some of that money coming back into the fund. In 2008, there was an application grant for predevelopment funds for about \$13,000.

Mr. Smith asked what the remaining funds might be used for or what will come next. Mr. Ciambor replied that the goal would be to preserve the nexus of fund for a funding round in the following year. There is a big list of partners consistently working on affordable housing and could target the fund to aid in developing their projects. The goal would be to establish the program to get it into a routine as a consistent amount of funding. Chair Gladziszewski commented that she recalled there was a push to allocate more in the first round with the concern this would be the first time we have allocated funds and the thought to have a smaller amount and make sure the process is done correctly.

Mr. Merti commented that this is one of the many tools in the tool chest and wanted clarity on the word mobile home, and wondered if CBJ still uses that word and if the politically correct word is instead manufactured home. Ms. Maclean replied that the three terms, manufactured, mobile and module were all slightly different terms, some pertaining to State of Alaska housing regulations and others Federal HUD regulations. The City does use them and they are not interchangeable. Mobiles homes are not allow to be constructed anymore but one of the reasons in calling this the mobile home grant was to replace the existing, and sometimes dated mobile homes that are in need of replacement. Mr. Ciambor commented that there had been conversations at the start of the program on whether or not to keep the name and a program partner at that time suggested keeping the name but we could change the name if needed.

Chair Gladziszewski had a question about the different documents presented and when did we decide this fund would be used for all programs. Mr. Ciambor replied that going back to 2008 and looking at the models throughout the country, the concept that most programs typically focused on was 0 – 80% AMI to get housing dollars to those with the lowest income. What ended up happening in the time period leading up to the Housing Action Plan, consultants said that the housing need in the community is more substantial and not only just for the extreme low income or special needs projects but extends into workforce housing. It was suggested at that, time to use funds for loans for for-profits that may or may not had been able to develop or may have not put together affordable housing projects. By extending the fund, it meets the goals of the HAP to allow for more activity in housing projects. Chair Gladziszewski responded by repeating, what she heard, that our housing need is so great it is needed in all of the sectors. Mr. Ciambor replied that many sectors down south can have private developers meet the housing needs but that is not the case here and is difficult for private developers.

Mr. Smith asked if there is evaluation criteria to ensure that the money that is given away to projects actually needs the incentives. Mr. Ciambor replied that that is one of the key reasons to have a competitive process, the Assembly defines the goals and with the program description and guidelines, it spells out the criteria to have access to the funds. The application process is quite extensive and asks for a lot of information that allows for the review committee to compare projects against each other. There is also a key piece in the 0 – 80% going after State dollars, a term called leverage, which is how much is leveraged, how much of the City's money is used going into the project. Mr. Smith asked about the amount, if the fund for some reason is not replenished then if this is not the right amount. Chair Gladziszewski commented that is a discussion for the Committee and that her thought was that we need to get some money on the street to see what happens and evaluate those results with possibly tweaking the criteria to

allow for other projects to go forward. Mr. Smith, looking at the funds, thought we could do possibly three offerings of the same size. Mr. Ciambor replied that it was debated by the Affordable Housing Commission on how to keep the money in the fund. A reverse thought on how to make the fund more effective would be how to get money out the door into projects. One thought would be to consider where the next round of funding will be coming from and what does that look like. We have already been able to get money from sales tax and the State of Alaska with other opportunities to explore. Once we get through a funding round, we can review the process of what was and wasn't funded.

A motion of support to the Assembly to appropriate \$700,000 from the JAHF in a competitive funding round for July 1, 2021, passed.

VI. STAFF REPORTS

A. Housing Action Plan Update

Mr. Ciambor discussed this item as a continuation from the last meeting. The HAP can be viewed as a working document going forward. Short-term activities include implementing downtown tax abatement, addressing downtown parking, implementing the JAHF and develop strategies to increase the fund. The Pederson Hill land disposal strategy is also a short-term activity, which may include Community Land Trust and options for Pederson Hill disposal and other properties along with evaluating and addressing barriers to homeownership.

Medium-term HAP activities include developing an Upstairs Downtown loan program for rehabilitation and code compliance upgrades, strategies for short-term rental units and the impact on the housing stock, as well as inclusionary zoning, an RFP for the 2nd and Franklin parking lot, and a preservation strategy for existing affordable housing. Ongoing activities include the Housing Data and HAP updates, project lists and reporting mechanism for the housing officer, and small area/neighborhood plans.

Chair Gladziszewski would add to the list a review of Title 49 to look at barriers to development. The Committee would like an update on that issue and to have a list to check what has been done and to see what still needs to be accomplished, these would be ongoing pieces of the HAP. Addressing the Committee, Chair Gladziszewski asked to look at the different activities, such as the short and medium-term, to decide which things we would like to discuss. With our meetings only an hour, we only have time for a substantial discussion of one or two items.

Mr. Smith commented that he would like to focus on preserving the existing affordable housing, short-term rentals, and to look at ways to encourage property owners with extra space to turn that into housing or also called the Upstairs, Downtown loan program.

Ms. Hughes-Skandijs commented that she is also interested in looking at the Upstairs, Downtown loan program, as well as downtown parking and trying to get downtown going. She is also interested in addressing barriers to homeownership.

Mr. Bryson commented he is interested in addressing barriers to homeownership and wondered if \$10,000 is enough to put first time buyers into homeownership or if that is not even close to enough to address this issue. One issue he has noticed is that creating low-income housing may not fix the issue if rent is already expensive and if those individuals are already struggling with paying rent, they may not be able to pay into a mortgage. Having Ms. Maclean to come back to

the Committee to discuss Title 49 and City codes and what causes houses to be more expensive and more costly. Rather than addressing the entire Title 49 but to look at a few things that could be real action items that could be tweaked or explored further; a few real concrete things that drive up costs of housing that the Assembly could decide if they are necessary.

Chair Gladziszewski noted these ideas may not be ready to be addressed at the next meeting but allows staff to get prepared for the next couple of meetings. Topics include the Upstairs, Downtown loan program, addressing barriers to homeownership, whatever we can do regarding regulations and Title 49, and an update on what is happening on Pederson Hill.

Mr. Mertl commented that he agrees with everyone about trying to manage and keep developing costs reasonable but also wanted to add that we also need to make sure we don't super simplify and lose our sense of place as a community and by bringing some of these development opportunities to our community, they make Juneau a unique place to develop.

VII. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

No comments or questions.

VIII. ADJOURNMENT

Chair Gladziszewski adjourned the meeting at 5:55 PM.

MEMORANDUM



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 Scott.Ciambor@juneau.org
 Voice (907) 586-0220
 Fax (907) 586-5385

Date: March 08, 2021

TO: Maria Gladziszewski, Chair, Lands, Housing, and Economic Development Committee

FROM: Scott Ciambor, Chief Housing Officer *Scott Ciambor*

Re: Housing Action Plan Task List

Dear LHED Committee:

At the last LHED meeting, the Committee requested information on CBJ housing activities since the adoption of the Housing Action Plan.

In your packet is a spreadsheet that highlights actions taken by year, since 2016, in three main categories: Direct funding and financial incentives, planning and zoning and other regulatory barrier activities, and details on the utilization of CBJ land and other assets. Also included in the spreadsheet are calculations on direct CBJ funding toward housing activities by year.

Highlights to note include:

- Extensive work on updates to the Land Use Code and Building Code;
- Completion of a wide range of small area plans and larger plans (Housing Action Plan, Juneau Economic Development Plan, and Land Management and Implementation Plan);
- Continuous disposal of land for housing (Lena Subdivision, Renninger Subdivision, Pederson Hill); and
- Increased use of financial incentives through programs (Accessory Apartment Incentive Grant, Mobile Home Loan Down Payment Assistance, and COVID-19 Rental Assistance), direct funding to projects (Housing First, cold weather shelter, Senior Assisted Living, Glory Hall Emergency Shelter), and tax abatement (subdivisions, senior assisted living, and downtown).

Housing Matrix 2012-2014

At the last LHED Committee meeting, previous work by the CBJ Assembly Subcommittee on Housing (2012-14) on potential barriers to housing development was briefly discussed.

In your packet is the final version of the housing matrix that looked at concerns at that time and included a wide-range of code, zoning, incentive, and staffing ideas. The matrix includes updates that show that many of these concerns were addressed at the time or incorporated into the Housing Action Plan. Some ideas were not applicable to CBJ efforts.

Local Housing Solutions

Since the CBJ Housing Action Plan was adopted a new housing policy resource has been created that focuses on local housing policy tools. The website localhousingsolutions.org was created by NYU Furman Center and Abt Associates, a long-time contractor for HUD.

It is a good resource for the Committee that provides context for many of the strategies in the CBJ Housing Action Plan.

2021 Housing Action Plan Task List

At the previous LHED Committee meeting, a condensed list of Housing Action Plan activities was provided to focus next efforts. Here is the updated list:

Short-term HAP Activities

Implement downtown tax abatement (*complete*) Staff to work on rollout, process.

Address downtown parking (*in progress through Title 49 Committee*)

Implement Juneau Affordable Housing Fund (*in progress, on budget pending list*) Staff to work on competition components, rollout, website, update application and timeline, etc.

- Develop strategies to increase the Fund

Pederson Hill Land disposal strategy

- Community Land Trust: options for Pederson Hill disposal and other properties

Evaluate and address barriers to homeownership

Medium-term HAP Activities

Develop Upstairs Downstairs loan program for rehabilitation and code compliance upgrades

Strategies for short-term rental units/impact on housing stock

Inclusionary Zoning

RFP for 2nd and Franklin parking lot

Preservation strategy for existing affordable housing

Ongoing HAP Activities

Housing Data and Housing Action Plan Updates

Project list and reporting mechanism for Housing Officer

Small Area/Neighborhood Plans

Track and monitor outcomes of housing programs

2016 Housing Action Plan Activities

FUNDING (Grants, loans, affordable housing fund, other incentives)

CBJ Accessory Apartment Incentive Grant pilot program established (12 grants @ \$6000 each = \$72,000)	\$72,000
Resolution 2708 Bridge Funding to Juneau Housing First Collaborative for 32 units of supported housing	\$1,800,000
Ordinance 2015-44(am) Amending the Real and Personal Property Tax Code to Repeal the Property Tax Deferral and Create a Property Tax Exemption for Certain Subdivided Property	TBD
Total	\$1,872,000

PLANNING AND ZONING (and OTHER REGULATORY BARRIERS)

Ordinance 2016-14 Amending the **Land Use Code Relating to Senior Housing and Assisted Living Facilities**

Ordinance 2015-03 ©(am)Amending the **Land Use Code**

Ordinance 2015-34(am) Amending the **Land Use Code Relating to Transitional Housing**

Ordinance no. 2015-07(B) (am) Amending the **Land Use Code Relating to Accessory Apartments**

Ordinance 2014-14© (am) Amending the **Land Use Code Relating to Rezoning Procedures**

Ordinance 2014-13 Amending the Comprehensive Plan by Adopting the **Auke Bay Area Plan**

Ordinance 2015-10 Adopting the **Juneau Economic Development Plan**, includes sections on housing & downtown redevelopment

Resolution 2780 adopting the **Housing Action Plan**

Hire **Chief Housing Officer**

Hired **Code Compliance Officer** in Community Development Department

CBJ LAND AND ASSETS

Adopted **Land Management and Implementation Strategy**

Request for Proposal for 2nd and N. Franklin Parking Lot: 2 applications received (Verde Infrastructure Partners, Eagle Rock Ventures)

Lena Subdivision lots: 6 lots available for sale

2017 Housing Action Plan Activities

FUNDING (Grants, loans, affordable housing fund, other incentives)

Ordinance No. 2017-22(am) Providing for the Levy and Collection of a Temporary 1% Sales Tax (\$2 million over five years for the Affordable Housing Fund)	(+\$2,000,000)
Contract signed with True North Federal Credit Union to operate the Mobile Home Loan Downpayment Assistance Program (\$100 revolving loan from Juneau Affordable Housing Fund)	\$21,465
Cold Weather Shelter (Nov. 15-April 15)	\$125,000
Total	\$146,465

PLANNING AND ZONING (and OTHER REGULATORY BARRIERS)

Ordinance serial No. 2017-25 Amending the **Land Use Code Related to Panhandle Subdivisions**

Ordinance 2017-16 Amending the **Land Use Code Relating to Alternative Development Overlay Districts (ADOD)**

Ordinance 2017-01 Amending the **Building Regulations Code**

Ordinance 2016-26(b) Amending the **Land Use Code Relating to Access Standards**

Ordinance Serial No. 2016-46 Amending the **Land Use Code Relating to Parking Waivers**

CBJ LAND AND ASSETS

An Ordinance 2017-27 Authorizing the Manager to Convey Lot 2 of the Renninger Subdivision to the Alaska Housing Development Corporation. Adopted

Hurlock Property Request for Proposals: 6 applications received

2018 Housing Action Plan Activities

FUNDING (Grants, loans, affordable housing fund, other incentives)

An Ordinance Appropriating to the Manager the Sum of \$480,000 as Funding for the Accessory Apartment Grant Incentive Program, Funding Provided by the Juneau Affordable Housing Fund's Fund Balance. (\$96,000 for five years)	
CBJ Accessory Apartment Incentive Grant - 4 grants	\$24,000
CBJ Mobile Home Loan Downpayment Assistance Grant program (\$100K available for use)	\$16,950
Cold Weather Shelter (Nov. 15-April 15)	\$125,000
An Ordinance Appropriating to the Manager the Sum of \$1,800,000 as Funding for the Juneau Housing First Collaborative (JHFC); Funding Provided by the Sales Tax Fund's Fund Balance, the Tobacco Tax Fund's Fund Balance and the General Fund's Fund Balance.	
	\$1,800,000
Total	\$1,965,950

PLANNING AND ZONING (and OTHER REGULATORY BARRIERS)

Ordinance 2018-41 Amending the **Land Use Code Relating to Alternative Residential Subdivisions**, includes density bonus, options for tiny houses

Ordinance 2018-31 Amending the **Land Use Code Relating to Sobering Centers and Emergency Shelters**

Ordinance Serial No. 2018-26 Amending the **Property Maintenance Code to Reference the International Property Maintenance Code 2012 Edition**

Ordinance 2018-04(b) Amending the **Land Use Code Relating to Variances**

Ordinance Serial No. 2018-06 Amending the **Land Use Code Relating to Setbacks for Energy Efficiency Improvements**

Ordinance Serial No. 2017-34 Amending the Comprehensive Plan by Adopting the **Lemon Creek Area Plan**

CBJ LAND AND ASSETS

Lena Subdivision: 2 lots remaining for over-the counter sale

Land Use Plan: 2 -year update

2019 Housing Action Plan Activities

FUNDING (Grants, loans, affordable housing fund, other incentives)

CBJ Accessory Apartment Incentive Grant- 12 grants	\$72,000
CBJ Mobile Home Loan Downpayment Assistance Grant program (\$100K available for use)	\$15,150
CBJ Subdivision Property Tax Abatement - 1 applicant (Merritt subdivision), 5 parcels with total value of \$849,700. Total Tax Abatement= \$9057.81	\$9,058
Cold Weather Shelter (Nov. 15-April 15)	\$125,000

Vintage Park Senior Assisted Living Sealed Competitive Bid

Land purchase for senior assisted living	\$1,530,170
Ordinance 2019-23 Providing for a Property Tax Abatement Program to Incentivize the Development of Assisted Living for Senior Citizens	TBD
Total	\$1,751,378

PLANNING AND ZONING (and OTHER REGULATORY BARRIERS)

Ordinance 2019-27 Amending the Land Use Code to **Extend the Sunset Date for the Downtown Juneau Overlay District**

Ordinance 2019-09 Amending the **CBJ Codes Related to Planning Commission Review of City and Borough of Juneau Real Property Transactions**

Ordinance 2019-08 Amending the **Land Use Code Related to Street Standards**

Upstairs Downtown Housing Inventory Story Map completed

A Resolution **Repealing Resolution 2506 and Disbanding the Juneau Affordable Housing Commission**

Accessory Apartment Code Update at Title 49 Committee
Energy efficiency code changes adopted to Title 49; density bonuses and setback exemptions for energy efficiency

CBJ LAND AND ASSETS

Renninger Subdivision: 4 lots sold; 2 lots available for multi-family development

Pederson Hill Subdivision: Bid period opened for 17 lots in first phase

Lena Subdivision: 1 lot remaining for over-the counter sale

2020 Housing Action Plan Activities

FUNDING (Grants, loans, affordable housing fund, other incentives)

CBJ Accessory Apartment Incentive Grant - 9 applications in process, 1 grant paid	\$6,000
CBJ Mobile Home Loan Downpayment Assistance Grant program (\$100K available for use)	\$25,750
CBJ Subdivision Property Tax Abatement - 1 applicant (Ocean View Drive), 3 parcels with total value of \$336,400. Total Tax Abatement= \$3586.02	\$3,586
Cold Weather Shelter	\$125,000
Senior Assisted Living: An Ordinance Appropriating to the Manager the Sum of \$2,000,000 as Funding for the Assembly's Senior Assisted Living Grant; Funding Provided by the General Fund's Fund Balance, and the Juneau Affordable Housing Fund's Fund Balance	\$2,000,000
COVID-19: An Emergency Appropriation Resolution Appropriating up to \$3,000,000 to the Manager for a COVID-19 Housing Assistance Grant Program; Funding Provided by the CARES Act Special Revenue Fund.	\$3,000,000
Ordinance Providing Grant Funding for the Glory Hall emergency shelter	\$2,300,000
Total	\$7,454,336

PLANNING AND ZONING (and OTHER REGULATORY BARRIERS)

Ordinance 2019-37 Amending the **Land Use Code Related to Nonconforming Development**

Ordinance 2019-30(am) Related to the **Regulation of Chronic Nuisance Properties**

Ordinance 2020-06 Amending the **Land Use Code Repealing the Subdivision Review Committee**

Ordinance 2020-07 Amending the **Comprehensive Plan Related to Historic and Cultural Preservation**

Ordinance 2020-11 Amending the **Land Use Code Relating to Private Shared Access Requirements**

Ordinance 2020-28(b) An Ordinance Amending the **Land Use Code to Extend the Sunset Dates for Alternative Development Overlay Districts (ADOD)**

Ordinance 2020-42 Amending the **Land Use Code Relating to Flood Plain Maps**

Ordinance 2020-54 An Ordinance **Amending Title 53 Regarding Easement Valuation**

Amendment of Title 03, Chapter 41 **Residential Onsite Wastewater Treatments and Disposal System Maintenance Program**

Ordinance 2020-47(am) **An Ordinance Regarding Disclosure of Real Estate Values in Transactions**

CBJ LAND AND ASSETS

An Ordinance 2020-58 Authorizing the Manager to Lease the Property at a Fraction of U.S. Survey 381, Located at 9290 Hurlock Avenue, to Tlingit Haida Regional Housing Authority for Youth Services.

Pederson Hill Subdivision, Phase 1: 17 lots sold

2021 Housing Action Plan Activities

FUNDING (Grants, loans, affordable housing fund, other incentives)

CBJ Accessory Apartment Incentive Grant - 3 application in process, 0 grants paid out	\$0
CBJ Mobile Home Loan Downpayment Assistance Grant program	\$0
Ordinance 2021-01(c) An Ordinance Providing for a Property Tax Abatement Program to Incentivize the Development of Housing in Downtown Juneau passed March 1, 2021	TBD
Motion to utilize \$700K of available Juneau Affordable Housing funds for competitive round July 2021 (<i>pending</i>)	

PLANNING AND ZONING (and OTHER REGULATORY BARRIERS)

Title 49 Downtown Parking *in process*
 Blueprint Downtown and Douglas Plan *in process*

CBJ LAND AND ASSETS

Pederson Hill Phase 1b and 1c preparations

2014 - Recommendations Made by Housing Groups to the Ad Hoc Housing Committee

Packet Page 16 of 22

Note: This housing matrix in use 2012-2014.

Idea #			Responsible Party	Committee Task	Staff Comments	Bankers	Develo	Builder	Realtor	Other
IN PROGRESS										
1	CBJ Land	Facilitate development of affordable housing by allocating some land for affordable housing in newly released land	Lands Office	Lands	Lands Manager is preparing the Switzer "2A" parcel for subdivision to facilitate a housing project. Application for wetlands permit under review by Corps of Engineers. Pederson Hill access road planning is underway.	X				
2	CBJ Land	Move forward with infrastructure development and disposal plans for the Switzer and Pedersen Hill tracts without delay.	Lands Office	Lands	Affordable Housing Commission recommendation, April 2, 2013 letter to Assembly.					X
6	Code Change	Infrastructure, such as paving and sidewalks, add to the cost of housing	Planning Division, PWFC, COW	PWFC	Addressed by new subdivision ordinance.		X	X		
7	Code change	Allow higher square footage and 2 bedrooms for Accessory Apartments	Planning Division	Lands	Draft ordinance will be introduced in January, 2015.	X				
22	Financing	Provide alternative funding for mobile home as a revolving loan fund	Assembly	Finance	The Affordable Housing Commission is considering the merits of implementing this	X				
27	Incentives	CBJ Contribute to a percentage towards infrastructure, water, sewer, drainage, streets. In all new development within the next 5 years or until re-evaluated	Assembly	PWFC	The intent behind this suggestion was to reduce the costs borne by developers of subdivisions. The draft subdivision ordinance that Assembly will begin reviewing in February, 2015 achieves this goal by providing for reduced infrastructure standards.			X		
28	Incentives	Lessen subdivision standards at least for a limited time, until development is stimulated. Then re-evaluate, as Juneau grows it will better be able to afford the luxuries.	CBJ Staff, PWFC, COW	PWFC	Addressed by new subdivision ordinance.			X		
56	Planning	Adopt a Housing Plan to provide a roadmap to remove barriers to development and provide incentives so that a sufficient number of new housing units are built to meet the needs of the community now and in the future. The Housing Plan must include a detailed analysis of Juneau's housing situation that reflects recent zoning changes, infrastructure development, and the specific types of housing units needed. It will include a range of strategies for housing development including community financing, property tax and financing incentives, and strategies to broadly and specifically remove barriers to development.	---	COW	Work on the Housing Action Plan began December, 2014 and expected delivery of the report is September, 2015.					X
62	Zoning	Minor subdivision be increased from 4 lot max to 12 lots.	Law, Planning Division	COW	This is specified in the draft subdivision ordinance that the Assembly will begin considering in February, 2015.					X

2014 - Recommendations Made by Housing Groups to the Ad Hoc Housing Committee

Idea #			Responsible Party	Committee Task	Staff Comments	Bankers	Developers	Builders	Realtors	Other
63	Zoning	Reevaluate minor and major subdivisions	Law, Planning Division	COW	Addressed by draft subdivision ordinance.	X				
64	Zoning	Reduce requirements for building a Subdivision	CBJ Staff, PWFC, COW	PWFC	Addressed by draft subdivision ordinance.					X
65	Zoning	City put in place cost saving measures for building a subdivision.	CBJ Staff, PWFC, COW	PWFC	Addressed by new subdivision ordinance.					X
COMPLETE										
3	Code Change	Resolve the FEMA Flood Map	Assembly	COW	Complete. Ordinance was adopted July, 2013.	X				
68	Zoning	Development should be able to go higher density	---	---	Changes to density limits in 2012 created development rights for thousands of new dwelling units; eight rezoning ordinances were passed by the Assembly in 2013 and 2014.		X			
PENDING										
9	Code Change	Allow Detached Zero Lot Line	Planning Division, Building	PWFC	This is a setback reduction (to zero feet) recommendation. Fire protection will be needed per Title 19.		X	X		
15	Code Change	Remove requirement of underground utilities	Assembly	PWFC	This is a required by 62.40.070, which has been in effect since 1971. Staff discussed the merits of this requirement internally and with AEL&P, and no strong preference emerged. It is unlikely that removing this requirement will lower the cost of developing subdivisions. This matter was discussed at the Public Works and Facilities Committee meeting on 12/8/14. The committee has not made a recommendation.		X	X		
23	Financing	City could encourage AHFC financing of mobile homes	Assembly	Finance	The Assembly could pass a resolution and lobby AHFC.		X	X		
25	Incentive	Support changing tax deferral to tax abatement	Manager	Finance	The Assembly could pass a resolution and lobby legislature.			X	X	
41	Other	Assembly should create relationship with industry	Assembly	COW	This could be a regularly recurring item for the Committee of the Whole.	X	X		X	
42	Other	Lobby AHFC to extend Energy Rebate Program to rental properties and to extend the period of time to complete work.	Assembly	COW	The Assembly could pass a resolution and lobby AHFC.	X				
46	Other	Use the Community Land Trust already in place	---	---	CBJ is doing this to a limited extent for the high school house building program. Staff will explore opportunities for expansion.	X				
74	Zoning	Evaluate zoning impacts on financing	---	Finance	"homes, whether modular or mobile, on lots with a use code of "mobile on lot" are not eligible for standard secondary market financing." Staff will investigate whether a change in wording for certain land use designations can alleviate this issue.	X				
NO ACTION										

2014 - Recommendations Made by Housing Groups to the Ad Hoc Housing Committee

Packet Page 18 of 22

Idea #			Responsible Party	Committee Task	Staff Comments	Bankers	Developers	Builders	Realtors	Other
4	Code Change	Parking-Formula-driven parking requirements should be eliminated and should reflect actual parking load of a development	Assembly	Lands	The Comprehensive Plan Update includes a Bonus Eligible Area map that will enable us to move forward with developing and adopting bonus procedures to further reduce parking requirements in appropriate situations. Although parking requirements will not be eliminated altogether, they will be reduced in certain areas and conditions.		X	X		
5	Code Change	Keep Housing Regulations Under Control—zoning and building regs are excessive	Building, Planning Divisions	---	In the last ten years, ordinances have: reduced setbacks, reduced parking requirements, increased height limits, increased density limits, allowed for smaller lot sizes (bungalow), allowed for new housing types (SROs, bungalows, and cottages), increased the number of dwellings considered minor development, narrowed lot width requirements for panhandle subdivisions, upzoned property, created and then expanded the Fee-In-Lieu of parking district, expanded the PD-1 parking district, simplified accessory apartment process, allowed detached accessory apartments, and increased the threshold for allowable use permits. CDD will examine code for additional areas to encourage housing development.	X	X	X	X	
8	Code Change	Redundant Ordinances -if state or fed, remove from city books	Building and Planning Divisions	COW	CBJ enforcement staff are not authorized to enforce most state and federal laws. In some cases, local governments are required to adopt particular standards in accord with state or federal laws. Ultimately, if a requirement is "redundant," it must be met anyway, so it does not cost builders anything extra to meet it for CBJ requirements than for state or federal requirements. On an ongoing basis, staff will look for code that is not needed to protect the public.	X	X	X	X	
10	Code Change	Make possible to build Zero Lot Lines and duplexes	---		Duplexes may be built in any zoning district other than WI and I. 0-lots, or Common-Wall subdivisions, are allowed in the D5, D10-SF, D10, D15, D18, MU, MU2, and I zoning districts.					X
11	Code Change	Redefine 3-Story Structures	---		There are no maximum height limits in the Industrial and MU districts. The only places that there are 35 foot height limits are in residential and Waterfront Commercial districts.		X	X		
12	Code Change	Do legal research to see how much liberty city has to modify code for its own use.	---	---	The International Building Code is updated by the International Building Council every three years. The State Fire Marshal reviews the revised code and makes any necessary modifications for Alaska. Although the State Fire Marshal can be less stringent than the International Code, the CBJ cannot be less stringent than the State Fire Marshal.		X	X		
13	Code Change	For every new code provision created take three or four out of the code.	---	---	As new code provisions are considered by the Planning Commission and the Assembly, opportunities for comment regarding redundant or conflicting provisions exist.		X	X		

2014 - Recommendations Made by Housing Groups to the Ad Hoc Housing Committee

Packet Page 19 of 22

Idea #			Responsible Party	Committee Task	Staff Comments	Bankers	Developers	Builders	Realtors	Other
14	Code Change	So many codes and some don't apply to smaller development (example: 50' separation between doors to meet code is expensive and not logically necessary.)	---	---	The International Building Code is updated by the International Building Council every three years. The State Fire Marshal reviews the revised code and makes any necessary modifications for Alaska. Although the State Fire Marshal can be less stringent than the International Code, the CBJ cannot be less stringent than the State Fire Marshal.	X	X	X		
16	Code Change	Re-evaluate codes; the list of codes that Juneau can do without is enormous. Most local codes stem from communities ten times the size of Juneau. Over regulation is choking development.	---	---	Examples are needed of the specific codes recommended for elimination.			X		
17	Culture	Every City employee at every level should be serving as a pro-active advocate of housing development	---	---	Affordable Housing Commission recommendation, April 2, 2013 letter to Assembly.					X
18	Culture	More manners need to be shown at hearings (Planning Commission)	---	---	Planning Commission rules of order prevent any disparaging comments or questioning the applicant's ethics or integrity. If poor behavior occurs in a meeting, applicants should contact the City Manager citing the meeting, so that the recording can be listened to, and corrective action taken if needed.	X	X	X	X	
19	Culture	Evaluate City's Culture when it comes to building—messages from various City offices are contradictory	---	---	Seemingly contradictory answers are often caused by incomplete questions. CBJ staff does its best to understand what information is desired. If there is a problem with inconsistency, contact the City Manager for review.	X				
20	Culture	Take Advice to Heart—listen to advice from developers	---	---	CBJ welcomes input from all.		X	X		
21	Culture	Create "How may we help you" at CDD rather than the "you can't do that" department. Organize plan review, zoning, engineering under one department. Let planners get back to planning for the future rather than reacting to what comes across their desks.	---	---	CBJ employees are here to help residents, and sometimes that help means they need to explain that, by code, "you can't do that, but you can do this." Plan review, zoning, and general engineering are all handled by the permit center, which functions as if it were a single department. All CBJ planners need to do both long-range and current planning because of our small size.			X		
24	Financing	Caution to City Involvement—City cautious about financing housing projects with public funds that competes with private developers	---	Finance			X	X		
26	Incentives	Abate Inventory Lot Tax—property tax on unsold lots held in abeyance until lots are sold.	---	---	CBJ can only defer the taxes, it does not have authority to abate under state law.	X	X	X	X	
29	Incentives	Reduced permit fees, lower plan review by 75% vs 40% for repetitive plans submitted unless new code has been adopted	---	---	Developers do not usually take advantage of this reduced fee, as it is today. Very little demonstrated demand in the development community for repeat plans.			X		

2014 - Recommendations Made by Housing Groups to the Ad Hoc Housing Committee

Packet Page 20 of 22

Idea #			Responsible Party	Committee Task	Staff Comments	Bankers	Developers	Builders	Realtors	Other
30	Incentives	Cut Permit Fees	Assembly	Finance	CBJ's permit fees are low compared to most Alaskan communities, and do not cover costs currently.		X	X		
31	Incentives	Incentives for Amenities (picnic, recreation, playground exempt from property tax)	---	---	Property dedicated to the public is not taxed.	X	X	X	X	
32	Incentives	Incentive for Green Areas—be exempt from property tax	---	---	Property dedicated to the public is not taxed.		X	X		
33	Incentives	Consider tax incentives for existing condo associations that renew their association approval with investors	---	---	The CBJ does not have the authority to do this under state law.	X				
34	Incentives	Offer tax offsets for costs necessary for condo audits and inspections	---	---	The CBJ does not have the authority to do this under state law.	X				
35	Incentives	Establish an incentive for associations that have by-law requirement for eligibility with investors	---	---	The CBJ does not have the authority to do this under state law.	X				
36	Incentives	Tax Incentive—new multiplex apartments declining property tax for first 5 years	---		The CBJ does not have the authority to do this under state law.	X	X	X	X	
37	Incentives	Tax Incentives to help mitigate the cost of development—defer increase tax	---	---	The CBJ does not have the authority to do this under state law.	X				
38	Incentives	Establish property abatement for up to five years for builders of rental properties	---		The CBJ does not have the authority to do this under state law.		X	X	X	
39	Inspection	Private Inspectors—builders able to retain licensed engineers or certified professionals bonded for inspections in lieu of City inspectors	---	---	This is already allowed, although it results in more costs to the builder. Permit fees do not cover the costs of inspections.		X			
40	Inspection	City be Responsible (financial responsibility for its inspection oversights)	---	Finance	Inspection oversights are very rare.		X			
43	Other	Empower the code review committee, building department, director, planning director, and engineering director to do everything they can within their power to get housing built	---	---	CBJ Assembly and staff are very serious about addressing the borough's housing shortage using all available resources.			X		
44	Other	Consider projects to house certain employee groups such as seasonal workers	---	---	The CBJ is not directly involved in developing housing projects.	X				
45	Other	City Cautious of its Sole-Source Power	---	---			X	X		
47	Other	Create a Community Development Association	---	COW	At the 2/25/13 Ad Hoc Housing Subcommittee meeting, "Consider the creation of a Community Development Association, charged with facilitating responsible development and redevelopment opportunities in Juneau." CDD has that responsibility, but not from a financial guidance perspective. Financial guidance is best left to private industry.	X				
48	Other	Help newly formed condo associations with their formation so they get adequate presales and investor approval by providing education and resources	---	---	CBJ does not have the expertise to take on this work, and the work is better suited to the private or non-profit sectors.	X				

2014 - Recommendations Made by Housing Groups to the Ad Hoc Housing Committee

Idea #			Responsible Party	Committee Task	Staff Comments	Bankers	Developers	Builders	Realtors	Other
49	Other	Disagree with Subsidized Housing	---	COW						X
50	Permitting	Review the policies on intersections and traffic studies	---	PWFC	These are new, and have only been required in a handful of cases. The thresholds for requiring a Traffic Impact Analysis (TIA) are fairly high: 0-250 ADT, no TIA required; 250-500 ADT, TIA may be required; 500+ ADT, TIA required.		X			
51	Permitting	Simplify Variances Permits	---	---	The variance process is quite simple already.		X		X	
52	Permitting	Evaluate Permitting and Fees for addition of an apartment	---	Finance	Permitting was revised (simplified in most cases) in 2010.	X				
53	Permitting	Do not require developer to bond with City for electrical as must already bond with AELP	---	---	No CBJ electrical bonding requirement exists.					X
54	Permitting	Eliminate City Plan Review	---	---	Independent plan review is currently permissible.		X		X	
55	Permitting	Streamline permitting in neighborhoods with older homes where owners want to do improvements	---	Lands		X				
57	Staffing	Create a permanent, high-profile affordable housing coordinator to champion solutions to our high cost of housing.	Assembly	Finance	Affordable Housing Commission recommendation, April 2, 2013 letter to Assembly.					X
58	Staffing	Create an Ombudsman position	Assembly	Finance		X				
59	Staffing	Allocate 2 staff positions to work with applicants to report to City Manager and Assembly (these positions should come from CDD)	---	---	The CDD Permit Specialist is charged with ensuring that permits are processed timely. Reducing staffing in CDD will increase the time it takes for the department to process applications for permits and to do planning.				X	
60	Staffing	Create a tool for department heads to use that allows them to rate employees with poor customer service issues, re-positioning of employees who are not suited for their job of authority, not cordial, or cooperative with the public. The CBJ staff does not appear to be conducive to problem solving. Should find solutions instead of finding reasons it can't be done.	---	---	Annual performance evaluations, ability of public and other customers to report problems to supervisors already exist.			X		
61	Staffing	Organize the plan review, zoning and engineering under one department	---	---	Central permit center has existed for years.		X	X		
66	Zoning	Seek Zone Change Suggestions (rezone all properties-D1 to 3, 3 to 5, etc)	---	---	Inadvisable to conduct wholesale rezones. Rezones for discrete areas or parcels are considered on a routine basis.	X	X		X	

2014 - Recommendations Made by Housing Groups to the Ad Hoc Housing Committee

Packet Page 22 of 22

Idea #			Responsible Party	Committee Task	Staff Comments	Bankers	Developer	Builders	Realtor	Other
67	Zoning	Efficiency Units—single-room with no parking requirements downtown	---	COW	Ordinance creating Single Room Occupancy housing type adopted in 2010. Parking requirement is based on discussion with Glory Hole, St. Vincent de Paul, Homeless Coalition, and Affordable Housing Commission, who (unanimously) state that the clients who are likely to use SROs often own a car and nothing else. This requirement (1 space per SRO, plus 1 additional per four SROs) is reduced in the downtown PD1 and PD2 parking districts. There is no requirement that parking spaces be provided to residential or commercial tenants.		X			
69	Zoning	Offer to change the zoning if developer paves the road, puts in a playground, etc.—increase density for infrastructure.	---	---	It is illegal to spot zone. Rezoning is a routine activity for the CBJ.	X	X	X	X	
70	Zoning	Look at zoning requirements: access to smaller lots; add-on apartments; additional house on lot	---	---	Bungalow housing and D10-SF are both recent responses to the perceived demand for smaller single-family homes on smaller lots. Accessory Apartments had their review procedure streamlined in 2010, and can now be stand-alone dwellings. A second dwelling of unrestricted size (other than Table of Dimensional Standards restrictions) can be built on any RR, D1, or D3 lot that is at least 200% of the minimum lot size.					X
71	Zoning	Reduce D5 minimum lot size to 4000 or 5000	---	---	"D5" means that roughly five units can be built per acre (7,000 sq. ft. x 5 units = 35,000 sq. ft., leaving 8,560 sq. ft. for roads etc.). At 4,000 or 5,000 sq. ft. lot size, the density is actually seven to nine dwellings/acre, or D7 or D9. New zoning districts in this density range could be created, but the D10-SF district has even smaller minimum lot areas (3,600 sq. ft.)The D1-SF designation was created at decade ago, and the first rezone to that designation was approved this year, for the first phase of Pederson Hill.				X	X
72	Zoning	Rezone all properties in Juneau: D1 to D3, D3 to D5 and so forth	---	---	D3 zoning allows lots that are too small for on-lot wastewater disposal, and requires lots that are too big to be efficiently served by public sewer. The D3 district could be abolished in all but a few built-out neighborhoods where it "fits," albeit awkwardly. Depending on access to public sewer, other D3 areas could either be down-zoned to prevent subdivision into additional lots that cannot support on-site wastewater disposal or up-zoned to take advantage of existing sewer service.					X
73	Zoning	Infill Proposals—City seek proposals for downtown infill such as building condos on top of public or private buildings	---	Lands	CBJ will be receptive to proposals.		X			