

Agenda

Planning Commission - Regular Meeting City and Borough of Juneau

March 8, 2022
Virtual Meeting Only
7:00 PM

This virtual meeting will be held by video and telephonic participation only. To join the webinar, paste this URL into your browser: <https://juneau.zoom.us/j/87830813954>. To participate telephonically, call: 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 and enter Webinar ID: 878 3081 3954.

I. LAND ACKNOWLEDGEMENT

II. ROLL CALL

III. REQUEST FOR AGENDA CHANGES AND APPROVAL OF AGENDA

IV. APPROVAL OF MINUTES

- A. February 8, 2022 Draft Minutes, Regular Planning Commission - APPROVED

V. BRIEF REVIEW OF THE RULES FOR PUBLIC PARTICIPATION

VI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

VII. ITEMS FOR RECONSIDERATION

VIII. CONSENT AGENDA

- A. USE2022 0003: A Conditional Use Permit for Sunny Slope Organic Farm - Nursery, Landscaping, & Retail - APPROVED ON CONSENT
- B. USE2022 0001: A Conditional Use Permit for a marijuana retail store with on-site consumption of edible marijuana products - APPROVED ON CONSENT

IX. UNFINISHED BUSINESS

X. REGULAR AGENDA

XI. OTHER BUSINESS

- A. CSP2021 0007: Withdrawal of Roadway Construction Standards Waiver for Harris and Seventh Streets AASHTO Compliance
- B. CIP Update

XII.STAFF REPORTS

XIIICOMMITTEE REPORTS

XIV.LIAISON REPORT

**XV. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA
ITEMS**

XVIPLANNING COMMISSION COMMENTS AND QUESTIONS

XVIEXECUTIVE SESSION

XVISUPPLEMENTAL MATERIALS

- A. Additional Materials for March 8, 2022 Planning Commission

XIXADJOURNMENT

**PLANNING COMMISSION AGENDA
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

February 8, 2022 Draft Minutes, Regular Planning Commission - APPROVED

ATTACHMENTS:

Description	Upload Date	Type
▣ February 8, 2022 Draft Minutes, Regular Planning Commission	2/24/2022	Minutes

Minutes
Planning Commission
Regular Meeting
CITY AND BOROUGH OF JUNEAU
Michael LeVine, Chairman
February 8, 2022

I. **LAND ACKNOWLEDGEMENT** by Chair LeVine

II. **ROLL CALL**

Michael LeVine, Chairman, called the Regular Meeting of the City and Borough of Juneau (CBJ) Planning Commission (PC), held virtually via Zoom Webinar and telephonically, to order at 7:05 P.M.

Commissioners present: All Commissioners present via video conferencing – Michael LeVine, Chairman; Nathaniel Dye, Vice Chairman; Paul Voelckers, Clerk; Travis Arndt, Deputy Clerk; Dan Hickok; Mandy Cole; Josh Winchell; Erik Pedersen

Commissioners absent: Ken Alper

Staff present: Jill Maclean, CDD Director; Irene Gallion, CDD Planner; Joseph Meyers; Sherry Layne, Law

Assembly members: Alicia Hughes-Skandijs

III. **REQUEST FOR AGENDA CHANGES AND APPROVAL OF AGENDA** – None

IV. **APPROVAL OF MINUTES**

A. Draft Minutes January 11, 2022, Planning Commission Regular Meeting

MOTION: *by Mr. Voelckers to approve the January 11, 2022 Planning Commission Regular Meeting minutes with the following correction to the motion on CSP2021 0006 so it will read:*

*MOTION: by Mr. Dye to accept staff's findings, analysis and recommendations and approve CSP2021 0006 striking the condition **requiring amendment of the 2013 Comprehensive Plan Land Use Map M to Traditional Town Center in keeping with the surrounding area.***

V. **BRIEF REVIEW OF THE RULES FOR PUBLIC PARTICIPATION** Chair LeVine explained the rules and procedures for participating via Zoom format.

VI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS – None

VII. ITEMS FOR RECONSIDERATION – None

VIII. CONSENT AGENDA

Mr. Dye pulled CSP2021 0007 from the Consent Agenda to the Regular Agenda

SMP2021 0006: A proposed subdivision of one (1) lot into three (3) lots with one standard lot and two bungalow lots
Applicant: Southeast Endeavors, LLC
Location: 8284 Garnet Street

Staff Recommendation

Staff recommends the Planning Commission adopt the Director's analysis and findings and **APPROVE** the requested preliminary plat for Lots 1A, 1B, and 1C, a subdivision of Lot 1, Block G of the Golden Nugget Subdivision within US Survey 1530. This permit would allow the applicant to submit for the final plat application.

This approval is subject to the following conditions:

1. Prior to final plat approval, Certification from the CBJ Treasurer is required showing that all real property taxes and special assessments levied against the property for the year of recording have been paid.
2. Prior to final plat approval, the applicant shall submit a complete set of construction plans for all required improvements to the Community Development Department for review by the Director of Engineering & Public Works for compliance with CBJ 49.35.140.
3. Prior to final plat approval, the applicant has constructed all required improvements or provided a financial guarantee in accordance with CBJ 49.55.010.
4. Prior to final plat approval, the applicant shall submit to a joint use and maintenance agreement for the access and utility easement to be recorded with the plat.
5. Prior to final plat approval, the applicant shall submit a parking plan showing two (2) off-street parking spaces for each lot.
6. Prior to final plat approval, the existing shed and manufactured structure will need to be removed.

7. Prior to final plat approval, the following corrections to the plat shall be made:
 - a. Correct the file number in the Title Block to read "SMP2021 0006".
 - b. Change all dates on the plat to read 2022.
 - c. Correct the Basis of Bearing statement to read, "...the northeast **corner** of Lot 1, Golden Nugget Subdivision".

MOTION: *by Mr. Voelckers to accept staff's findings, analysis and recommendations and approve SMP2021 0006.*

The motion passed with no objection.

Prior to MSM2021 0001 Chair LeVine disclosed a conflict and recused himself for this item.

MSM2021 0001: Kensington Mine plan of operation amendment
Applicant: Coeur Alaska
Location: Kensington Mine

Staff Recommendation

Staff recommends the Planning Commission adopt the Director's analysis and findings and ratify the requested Summary Approval. The ratification would allow the development of a Summary Approval plan of operations amendment for the Kensington Mine.

MOTION: *by Mr. Pedersen to accept staff's findings, analysis and recommendations and approve MSM2021 0001.*

The motion passed with no objection.

~~**CSP2021 0007:** Reconstruction of Harris Street starting at Harris and Fourth Street to the Gold and Seventh Street Intersection~~
~~**Applicant:** City & Borough of Juneau~~
~~**Location:** Harris Street~~

Staff Recommendation

~~Staff recommends the Planning Commission adopt the Director's analysis and findings and forward a recommendation of APPROVAL to the CBJ Assembly for the reconstruction of Harris Street starting at Harris and Fourth to the Gold and Seventh Street intersection.~~

IX. UNFINISHED BUSINESS – None

X. REGULAR AGENDA

CSP2021 0007: Reconstruction of Harris Street starting at Harris and Fourth Street to the Gold and Seventh Street Intersection
Applicant: City & Borough of Juneau
Location: Harris Street

Staff Recommendation

Staff recommends the Planning Commission adopt the Director's analysis and findings and forward a recommendation of APPROVAL to the CBJ Assembly for the reconstruction of Harris Street starting at Harris and Fourth to the Gold and Seventh Street intersection.

STAFF PRESENTATION by Planner Meyers

QUESTIONS FOR STAFF

Before opening questions for staff, Mr. LeVine clarified with Planner Meyers the role of PC in this project is to make a recommendation to the Assembly regarding the CSP and to make a decision whether to approve or deny the waiver request.

Mr. Voelckers asked for a description of the timeline for the project. Mr. Meyers deferred to the applicant.

Mr. Dye cited **CBJ 49.35.240(i)(4)(B)(iv)** *Unique circumstances make compliance with the American Association of State Highway and Transportation Officials' guidelines unreasonable, and the commission requires sufficient safeguards to protect public health, safety, and welfare under the circumstances* and asked how public health, safety and welfare is being addressed to allow the waiver. Ms. Maclean suggested the applicant address this.

APPLICANT PRESENTATION

Michael Eich, CBJ Engineering Project Manager, addressed the commissioner questions saying the timeline is for them to start this construction season. They have consulted with AELP regarding the cost of burying utilities and found the costs would be significant and would not happen unless the residents themselves proposed to pay for it.

Mr. Eich spoke to Mr. Dye's question regarding public health, safety, and welfare saying they are maintaining the status quo regarding parking limitations, retaining walls and traffic.

QUESTIONS FOR APPLICANT

Mr. Arndt noticed that in the plans, the sidewalks are labeled as varying in width and asked if that was planned to change. Mr. Eich said they will be very similar to what is currently in place.

Mr. Voelckers noticed in the plans there were steps integrated into the sidewalks in areas and they were below grade in areas and asked if those would be brought into ADA compliance. Mr. Eich said they would do so where practicable.

Mr. Dye asked if this became a one-way road, would the waiver become achievable. Mr. Eich was unsure. Mr. Dye asked if it had been decided that the AASHTO waiver was unachievable and therefore was not addressed. Mr. Eich said the AASHTO was not a goal of the project. The focus was to improve utilities and replace everything else in kind.

Mr. Arndt asked if there is a possibility to add signage such as “yield to oncoming” traffic in the narrowest parts of the road. The applicant said it is not something currently in the plans but it could be something they would consider.

Mr. LeVine asked if eliminating parking in the area was considered as a way to improve safety. Mr. Eich said it was not considered but in order to get the road to two-lane width would require eliminating nearly all parking in the area.

PUBLIC COMMENT

Obren Davis – spoke in support saying he is not fully support burying the utilities, EV charging stations, and one way traffic as those were not the goals of the project and are expensive.

There was another member of the public that had signaled, by raised hand feature in Zoom, a desire to testify. However, after several attempts and suggestions by staff and commissioners, they were unable to access the meeting to speak.

AT EASE 7:40 P.M. – 7:45 P.M.

ADDITIONAL APPLICANT COMMENTS

Mr. Eich explained that with the way they are approaching the project, there is nothing they are doing that would prevent changing traffic patterns in the future.

COMMISSIONER QUESTIONS FOR STAFF

Mr. Voelckers asked to clarify that the PC is tasked with ensuring sufficient safeguards are in place to allow granting of the AASHTO waiver. To that end, the CBJ position is they are not changing what is already in place. Is that enough to say it is safe now? Ms. Layne answered the PC needs to carefully analyze the safety aspect and just relying on saying that is the way it is always been is not enough.

COMMISSIONER DISCUSSION

Ms. Cole asked Mr. Dye if he envisioned the waiver as being needed because the plan for reconstruction requires a waiver or if he considered them as separate items meaning the commission could recommend the plan without approving the waiver. Mr. Dye felt they should move the CSP first and the waiver second. In that way, then the Assembly would be able to start the public process whether or not the waiver is approved.

MOTION: *by Mr. Dye to recommend to the Assembly to accept staff's findings, analysis and recommendations and approve CSP2021 0007 with the exception of the AASHTO waiver* **CBJ 49.35.240(i)(4)(B)**

Ms. Cole asked for clarification that they are moving to approve the CSP without the waiver even though it could be decided in the next motion that the waiver is necessary. Mr. Dye explained if in a subsequent motion, the waiver is not passed, the process of appropriation could still move forward and the assembly could explore other paths to obtain a waiver at a later date.

Mr. Arndt said he supports the motion but is concerned that this motion could pass and then the waiver fail and what would have to happen then.

ROLL CALL VOTE

YEA: Dye; Cole; Pedersen; Hickok; Winchell; Voelckers; LeVine

NO: Arndt

Motion Passed 7 Yea – 1 No

MOTION: *by Mr. Dye to recommend granting of the waiver for AASHTO standards for CSP2021 0007.*

Mr. Dye recommended denial of the motion on the basis of **CBJ 49.35.240(i)(4)(B)(iv)** saying the project did not take safety into account in the plan and alternatives were not investigated.

Mr. Pedersen and Mr. Voelckers and Mr. LeVine also opposed the waiver.

Ms. Maclean reminded the Commission that they can add conditions as they see fit. In her opinion, keeping the parking spaces is safer as it has been proven to slow traffic. She added they could require other measures or safeguards, such as speed limits or signage, to meet safety guidelines. She said that bringing a century old neighborhood to current standards is not feasible without demolishing the neighborhood. Mr. Arndt spoke to Ms. Maclean's suggestion saying he had thought of that but felt the PC should not dictate what is the best options for the area and should leave it to the experts. Ms. Cole said she could support the motion if an analysis had been done to determine the safety of the mitigations already in place.

Ms. Maclean suggested tabling the issue to the next meeting. Mr. Dye felt tabling to the next meeting would not be enough time.

ROLL CALL VOTE

YEA: Hickok;

NO: Dye, Winchell, Arndt; Pedersen, Cole; Arndt; Voelckers; LeVine

Motion Failed 1 Yea – 7 No

MOTION: *by Mr. Winchell to continue the issue of the waiver again at the next meeting.*

Mr. Winchell rescinded his motion and gave notice of reconsideration. This will become the first item on the agenda at the next meeting.

AT EASE 8:17 P.M. – 8:25 P.M.

SMP2021 0004: Chilkat Subdivision Phase II: Proposing subdivision of one (1) tract into fifteen (15) lots and three (3) tracts of land
Applicant: William & Michael Heumann
Location: Hillcrest Avenue

Staff Recommendation

Staff recommends the Planning Commission adopt the Director's analysis and findings and APPROVE the requested preliminary plat for the Chilkat Subdivision Phase II: Proposing subdivision of one tract into fifteen (15) lots and three (3) tracts of land at Hillcrest Avenue in a D15 zone. This permit would allow the applicant to submit for the final plat application.

This approval is subject to the following conditions:

1. Provide a wetlands fill permit from the United States Army Corps of Engineers.
2. Prior to approval of the final plat, Certification from the CBJ Treasurer is required showing that all real property taxes and special assessments levied against the property for the year of recording have been paid.
3. Prior to approval of a final plat, the applicant shall submit a complete set of construction plans for all required improvements to the Community Development Department for review by the director of Engineering & Public Works for compliance with CBJ 49.35.140.
4. Prior to approval of the final plat, the applicant has constructed all required improvements or provided a financial guarantee in accordance with CBJ 49.55.010.
5. Prior to approval of the final plat, the developer shall submit a final drainage plan to be approved by CBJ Engineering & Public Works. This drainage plan must be prepared by an Alaskan licensed engineer in accordance with CBJ 49.35.510.

STAFF PRESENTATION by Planner GallionQUESTIONS FOR STAFF

Mr. Dye asked for clarification if Hooter Lane might not be developed. Ms. Gallion said that the intent is to build it but the conflict between the State DOT and CBJ might impede that. Mr. Dye asked if the preliminary plat would have to be modified if they do not address Hooter Lane. Ms. Gallion said that could be the case. However, she did not think it would be a difficult modification to make.

Mr. Pedersen disclosed he has a potential conflict as he is employed by DOT in the Right of Way section. He has had discussions regarding indemnification language in permits but has not had any conversation regarding this case. He has no direct interest and will not gain financially either way the issue is decided. He was allowed to remain.

Mr. Arndt asked why developing Hooter Lane would not be necessary to this phase of the project but would be needed for phases three and on. Ms. Gallion explained the current drainage can accommodate the lots proposed in phase two. The land development for phase three and others will depend heavily on drainage improvements.

APPLICANT PRESENTATION

Michael Heumann, explained this project has been in process for over a year and they have worked closely with the planning department, army corps of engineers, DOT and other agencies in getting the permitting. He feels the plan has support and it has been thoroughly studied and it is ready for the next phase to get started.

QUESTIONS FOR APPLICANT

Mr. Voelckers asked if Mr. Heumann has had ongoing conversations with the neighborhood association and, if so, what have been their concerns. He said he has not heard of specific concerns from the neighbors based on the plat as proposed.

PUBLIC COMMENT

Rick Janik – 4473 Hillcrest – spoke in opposition to the plat change saying he has concerns with the access to Hooter Lane. He would like to see it revert back to the original plan and keep the green belt zone.

Mr. Arndt asked Mr. Janik to describe the green belt Mr. Janik had mentioned. Mr. Janik explained that the development so far has resulted in a nearly unobstructed view of the city dump from his property.

Dave Hanna – Spoke in favor of the proposal. He said he is pleased to see sidewalks on one side and the limited use of street lighting saying these are part of an environmentally friendly approach.

ADDITIONAL APPLICANT COMMENTS

Mr. Heumann responded to public comments saying the lots referred will be developed with regard to maintaining green belt and view.

Mr. Voelckers asked about the traffic study and asked Mr. Heumann to elaborate on the parameters of the study. Mr. Heumann explained they worked for months with engineering and DOT and that study was completed prior to the second preliminary plan. It determined no mitigation actions would be required. He added, though, that the full development could take a decade and by then the traffic study will be stale and will need to be redone.

Mr. Dye asked if there was a reason the green zone had not been platted. Mr. Heumann said the green belt buffer should be required in the final plat.

AT EASE 9:00-9:01 p.m.

Mr. Dye clarified with Mr. Heumann whether adding green belt buffer would be acceptable if it is not there currently. Mr. Heumann was agreeable to that.

COMMISSIONER DISCUSSION

Ms. Maclean explained to the commission that their scope this evening is merely to confirm they meet the standards for subdivision (lot sizes, streets, cul de sacs) but green belt is not under their purview.

MOTION: *by Mr. Voelckers to accept staff's findings, analysis and recommendations and approve SMP2021 0004.*

The motion passed with no objection on Roll Call Vote.

XI. OTHER BUSINESS – None

XII. STAFF REPORTS

- Ms. Maclean asked the Commission to email her with suggestions on packet improvements. (i.e., Table of Contents, dividers, page numbering)
- They are expecting to be back in chambers in March. There is no meeting scheduled for March 8th but March 22 is scheduled.
- Title 49 committee will be working on coastal management, stream ordinances, accessory apartments.

- Downtown Parking and repeal of the five-year renewal requirement for Marijuana licenses were before the assembly on the consent agenda and have been moved to committee.
- Ms. Maclean said a joint Assembly/PC meeting is in the works and should be scheduled soon.

XIII. COMMITTEE REPORTS

- Title 49 – Mr. Arndt reported Title 49 hopes to meet soon and asked other Title 49 members to send him their priorities going forward.
- JCOS – Mr. Voelckers reported JCOS is working on electrification of the docks.

XIV. LIAISON REPORTS – Assembly member Hughes-Skandijs reported the Assembly passed the Douglas rezone. The Assembly amended the table of permissible use permits to allow marijuana retail with a conditional use permit within neighborhood commercial zoning district.

Mr. Voelckers asked if there has been any movement on mass waste hazard zones. Ms. Hughes-Skandijs said it is on their mind and she expects it to come before them soon.

XV. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS – None

XVI. PLANNING COMMISSION COMMENTS AND QUESTIONS

Mr. LeVine encouraged the commissioners to be in contact with CDD regarding the packets and reminded members to review and observe Robert's Rules and the Commission Rules of Order.

XVII. EXECUTIVE SESSION – None

XVIII. ADJOURNMENT – 9:24 P.M.

**PLANNING COMMISSION AGENDA
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

USE2022 0003: A Conditional Use Permit for Sunny Slope Organic Farm - Nursery, Landscaping, &
Retail - APPROVED ON CONSENT

AGENDA ITEM:

Case No.: USE2022 0003

Applicant: William & Danielle Brown-Farrell

Location: 10025 North Douglas Highway

Proposal: A Conditional Use Permit for Sunny Slope Organic Farm - Nursery, Landscaping, & Retail

RECOMMENDATION:

Staff recommends the Planning Commission adopt the Director's analysis and findings and APPROVE the requested Conditional Use Permit. The permit would allow continued operation of a Nursery, Landscaping, and Retail business.

The approval is subject to the following conditions:

1. Parking spaces shall be a minimum of 8.5 feet by 17 feet. Wheel stops shall be placed in the customer parking area to define the location of parking spaces prior to commencement of the proposed use.
2. One accessible parking space shall be at least 13 feet by 17 feet, including an access aisle area of at least 5 feet by 17 feet. A blue wheel stop and CBJ-approved signage shall be posted for the space prior to commencement of the proposed use.
3. Customer parking shall not impede ingress or egress within the recorded easement area.
4. Exterior lighting shall be designed and located to minimize offsite glare.

ATTACHMENTS:

Description	Upload Date	Type
☐ Staff Report for USE2022 0003	2/25/2022	Staff Report
☐ Memo with an Update to ADA Parking Requirement	3/8/2022	Appeal
☐ Notice of Decision for USE2022 0003	3/14/2022	Notice of Decision



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

DATE: February 25, 2022
TO: Michael LeVine, Chair, Planning Commission
BY: Jennifer Shields, Planner II *Jennifer L. Shields*
THROUGH: Jill Maclean, AICP, Director

PROPOSAL: Applicant requests a Conditional Use Permit for Sunny Slope Organic Farm – Nursery, Landscaping, & Retail

STAFF RECOMMENDATION: Approval with conditions

KEY CONSIDERATIONS FOR REVIEW:

- Lot platted in 1959 and single-family dwelling built in 2004.
- After-the-fact approval for nursery activities began in 2017.
- Small-scale growers of plants, flowers, and vegetables.
- Retail sales open to the public in May; otherwise, customers come by appointment or class registration.
- Existing parking area for customers at property entrance.

GENERAL INFORMATION	
Property Owner	William and Danielle Brown-Farrell
Applicant	William and Danielle Brown-Farrell
Property Address	10025 North Douglas Highway
Legal Description	USS 3546 Lot 224
Parcel Number	6D1101050020
Zoning	D1 (Single-Family & Duplex Residential)
Land Use Designation	Rural Dispersed Residential (RDR)
Lot Size	61,463 square feet (1.41 acres)
Water/Sewer	Public water/on-site sewer
Access	North Douglas Highway
Existing Land Use	Residential
Associated Applications	N/A

ALTERNATIVE ACTIONS:

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

ASSEMBLY ACTION REQUIRED:

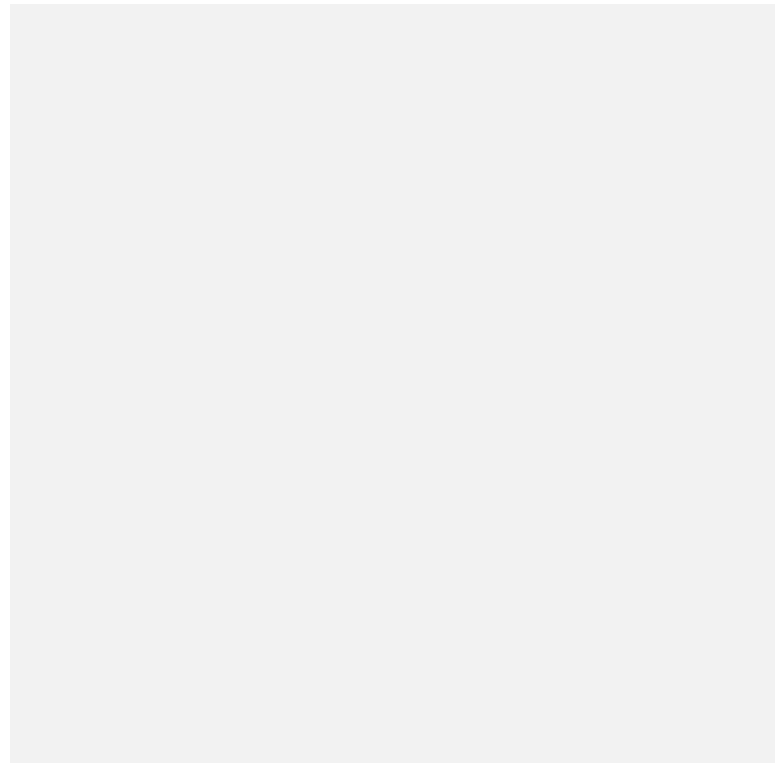
Assembly action is not required for this permit.

STANDARD OF REVIEW:

- Quasi-judicial decision
- Requires five (5) affirmative votes for approval
- Code Provisions:
 - o 49.15.330 (Cond. Use)
 - o 49.25.210 (D-1 Zone)
 - o 49.40.210 (Parking)
 - o 49.80.120 (Definitions)

The Commission shall hear and decide the case per 49.15.330(a) Conditional Use Permit. *A conditional use is a use that may or may not be appropriate in a particular zoning district according to the character, intensity, or size of that or surrounding uses. The conditional use permit 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.*

SITE FEATURES AND ZONING



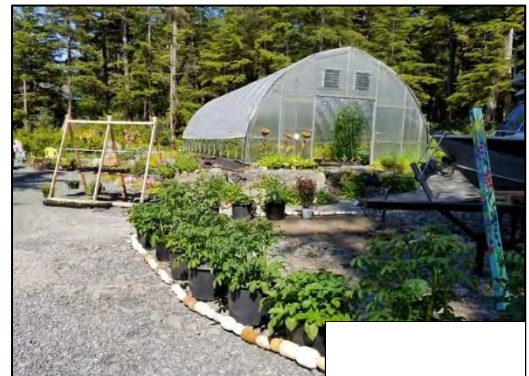
SURROUNDING ZONING AND LAND USES	
Southeast (RR)	Vacant, CBJ property
Northwest (D-1)	Residential

SITE FEATURES	
Flood Zone	None
Hillside	No
Parking District	No
Overlay Districts	No

BACKGROUND INFORMATION

Project Description – The applicants reside on the property and operate a nursery and landscaping business. Services include on-site retail sales in the spring and gardening classes in the winter. The applicants were unaware that their business required any formal approvals from the Commission until contacted by CDD.

Customers visit the nursery by appointment, with a limited number of sales events open to the public annually on weekends in May from 9am to 3pm.



The applicants offered two Seed Starting classes, one in February and another in March. In the future, they plan to offer Composting 101, Seed Collecting, Plant Dividing, Tool Sharpening, Forcing Winter Bulbs, Succulent Wreath Making and Seed Starting. Each class is approximately 1.5 hours, accommodating 6 to 8 students.

The applicants have discontinued a Community Supported Agriculture (CSA) program, but they plan to continue on-site sales of organic vegetables along with plants and flowers from the nursery. The applicants may want to resume the CSA in the future, but they have limited space to dedicate towards food production.

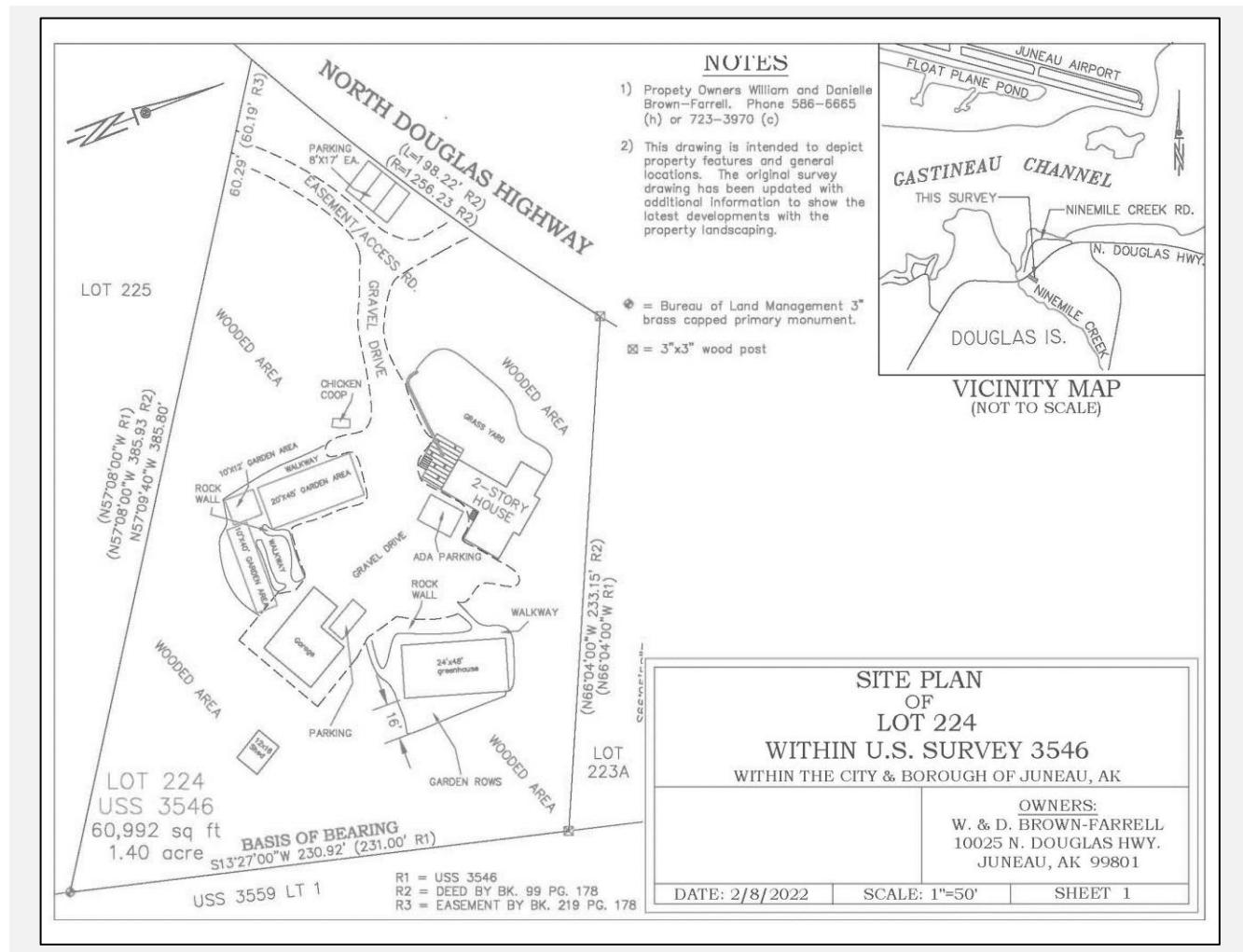
Background – The table below summarizes relevant history for the lot and proposed development.

Year	Item	Summary
1959	Plat	US Survey 3546 created original Lot 224.
1971	Quitclaim Deed	Transfer of 23,954 square feet to the State for highway right-of-way.
1971	Ingress/Egress Easements	Granting of access easements to adjoining property owners.
1973	ADOT Right-of-Way	North Douglas Highway As-Built Drawings
2001	Building Permit	BLD2001-00097 issued for grading, water, and on-lot sewer.
2001	Building Permit	BLD2001-00137 issued for a new single-family dwelling.
2015	Building Permit	BLD2015 0247 issued for grading for future detached garage.
2020	Building Permit	BLD2020 0303 issued for a new detached garage (not yet finalized).
2020	Building Permit	BLD2020 0512 issued to install an air source heat pump.
2022	Pre-Application Conference	Held via Zoom with the applicants on January 28, 2022.

ZONING REQUIREMENTS

Standard		Requirement	Proposed	Existing	Code Reference
Lot	Size	36,000 sf	No change	61,463 sf	49.25.400
	Width	150'	No change	198.16'	49.25.400
	Depth	N/A	No change	385.93'	49.25.400
Setbacks	Front	25'	No change	~100' (house)	49.25.400
	Rear	25'	No change	~65' (high tunnel)	49.25.400
	Side, east	15'	No change	~30' (high tunnel)	49.25.400
	Side, west	15'	No change	~60' (detach. Garage)	49.25.400
	Street Side	17'	N/A	N/A	49.25.400
Lot Coverage Maximum		10% & 20%	No change	5.5%	49.25.400
Vegetative Cover Minimum		20%	No change	~85%	49.50.300
Height	Permissible	35'	No change	One Story	49.25.400
	Accessory	25'	No change	One Story	49.25.400
Maximum Dwelling Units		2	No change	1	49.25.500
Use		Residential	1.110, Single-Family Dwelling 19.210, Nursery, commercial greenhouse with retail sales		49.25.300

SITE PLAN



CBJ 49.80.120 defines Nursery as, “land used to raise flowers, shrubs, and plants for sale”. Nurseries with on-site retail sales in the D1 Zoning District require a Conditional Use Permit from the Planning Commission (CBJ 49.15.330).

The lot has direct access off North Douglas Highway. As part of the 1971 right-of-way acquisition, an ingress/egress easement was granted to two neighboring properties to the west who do not have direct access onto the highway. The site is served by public water and on-site sewer.

Project Design – With the exception of a customer parking area (described in more detail below), the commercial activities and facilities on the property are located in the center of the lot. Development is surrounded by trees and native vegetation, which blocks sight from North Douglas Highway, as well as, neighboring properties. The site has five structures:

- Single-family dwelling. Built in 2004 (1,401 square feet, personal use).
- Storage shed (192 square feet, personal use).
- Chicken coop for six laying hens (~30 square feet, personal use).
- Detached garage. Construction began in 2020; the applicant has been advised to contact the Building Division once the structure is ready for a final building inspection (840 square feet, primarily used for personal use, but plant starts are grown inside).
- High tunnel. Used for growing plants, not connected to utilities. The Building Division advises that if no utilities are involved, the structure would not require a Building Permit. The applicants use a 300-gallon plastic water holding tank to supply rainwater to the high tunnel via a gravity feed (1,512 square feet, commercial use).

The lot is landscaped to highlight design possibilities for customers. The site has several outdoor propagation raised beds and garden display areas to facilitate the development and sale of new plants.

Condition: None.



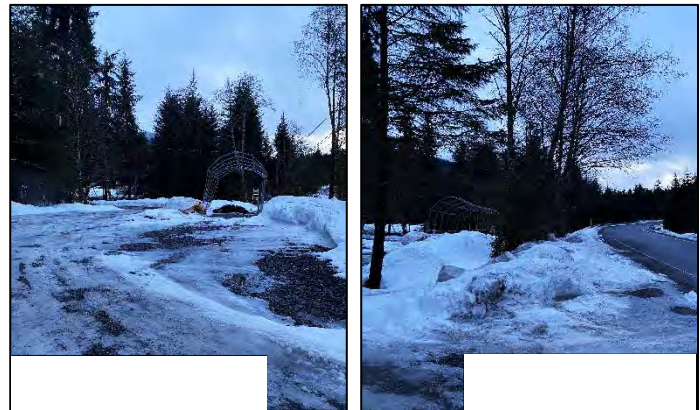
According to CBJ 49.40.300(2), a traffic impact analysis is not required since the project will generate less than 250 Average Annual Daily Traffic. For this application, staff used the Institute of Transportation Engineers' Trip Generation Manual (9th Edition) projections for a Nursery (Garden Center) on a Saturday, based upon the total site acreage. This projection represents the highest estimated average daily trips across all categories including employees, gross floor area of building, and acreage.

Condition: None.

Use	Total Acreage	Trips Generated	Total Trips
Total ADTs:			218.30

Vehicle Parking & Circulation – According to CBJ 49.40.210, six off-street parking spaces are required based upon a mix of residential and commercial parking requirements, including one ADA accessible space (see table below).

The Site Plan shows one space proposed next to the detached garage, plus one additional space, which may be counted inside the garage. In addition, the Site Plan shows a customer parking area directly off the driveway access, which can accommodate a minimum of three spaces. This parking area is separated from the highway by a ditch and tree line area approximately 25 feet wide. The Site Plan shows one ADA accessible parking space in close proximity to the high tunnel and raised plant beds. An off-street loading space is not required for under 5,000 square feet of gross floor area per CBJ 49.40.210(c)(2).



Condition #1: Parking spaces shall be a minimum of 8.5 feet by 17 feet. Wheel stops shall be placed in the customer parking area to define the location of parking spaces prior to commencement of the proposed use.

Condition #2: One accessible parking space shall be at least 13 feet by 17 feet, including an access aisle area of at least 5 feet by 17 feet. A blue wheel stop and CBJ-approved signage shall be posted for the space prior to commencement of the proposed use.

Condition #3: Customer parking shall not impede ingress or egress within the recorded easement area.

Use	Total Sq. Ft.	Spaces Required	Spaces Provided
Residence	1,410	2	2
Retail Commercial: Nursery High Tunnel	1,152	1 space / 300 square feet of gross floor area	4
Total Parking Requirement:			6
Off-Street Loading Spaces Required:			0
ADA Accessible Spaces Required:			1

Non-motorized Transportation – North Douglas Highway is classified as a Minor Collector and has no sidewalk, curb, or gutter in this area. A gravel shoulder borders the highway on both sides.

Condition: None.

Proximity to Transit – Capital Transit operates Route 12 along the North Douglas Highway. Passengers can flag the bus anywhere on Route 12 that it is safe to stop.

Condition: None.

Noise – The high tunnel will not have lights or fans. Noise associated with the proposed development is not expected to be out of character with the existing residential neighborhood.

Condition: None.

Lighting – The applicant is not proposing any new lighting at this time. Since all nursery and produce products are sold outdoors, retail sales and landscaping showings are typically conducted during daylight hours in the spring and summer months.

Condition #4: Exterior lighting shall be designed and located to minimize offsite glare.

Vegetative Cover & Landscaping – CBJ 49.50.300 requires a minimum vegetative cover of 20%. This standard is met with ~ 85% vegetative cover.

Condition: None.

Habitat – No anadromous streams are on the property. No natural resources are mapped on the site in the 2013 Comprehensive Plan. The Army Corps of Engineers has identified the property as being within a forested wetland; however, project development is not expected to impact these wetlands. Management authority of these wetlands, and any future addition of fill, lies with the Army Corps of Engineers.

Condition: None.

Drainage and Snow Storage – No modifications to existing drainage are proposed at this time. The property has ample space off the driveway and customer parking areas for snow storage.

Condition: None.



Hazard Zones – The lot is not within a Special Flood Hazard Area. The driveway is at a slight incline up from North Douglas Highway. Using USGS contour data, the slope of the development area at the center of the lot is ~ 8%. There may be areas within the lot, but outside of the proposed development, that exceed 18%. Future development of areas with a slope that exceeds 18% may require Hillside Endorsement.

Condition: None.

Historic District – N/A

Condition: None.



Public Health, Safety, and Welfare – The proposed development promotes the public health, safety, and welfare through landscaping services and providing a source of local food security for the Juneau community. According to an article published by the Alaska Food Policy Council in June 2021 entitled, “2021 Alaska Food Security Investment Recommendations”:

- Alaska imports roughly 95% of food purchased (\$1.9 billion leaving the state).
- Alaska has a 3- to 5-day supply of most foods in grocery stores.
- 1 in 7 Alaskans are food insecure, including 1 in 5 kids (pre-pandemic).

The applicants provide educational opportunities regarding sustainable growing methods for perennial plants, flowers, and produce. The applicants state, “Instead of using chemical fertilizers, pesticides or genetically modified plants we rely on things like the slow going, tried, and true methods of developing compost, crop rotation, cover crops and seaweed to keep our land and crops healthy and productive.”

Recommended conditions will protect the public health, safety, and welfare through development compliance with the Land Use Code and development standards. No information has been reviewed that suggests the proposal will materially endanger the public health, safety, or welfare.

Condition: None.

Property Value or Neighborhood Harmony – Staff finds this use is in harmony with the zoning for the area and will not decrease property value. For five years, the applicants have conducted business operations while still preserving the residential character of the neighborhood. Commercial activities and customer visits to the site are typically limited to by appointment, with the exception being in May for retail sales open to the public. As of the date of this report, staff has received several emails of support for the continuation of the business, the majority from Douglas Island residents.

Condition: None.

AGENCY REVIEW

CDD conducted an agency review comment period between February 14 and February 21, 2022. Agency review comments can be found in Attachment B.

Agency	Summary
Alaska DOT&PF	During the pre-application review of this proposal, they advised that parking is not allowed within 8 feet of the right-of-way pavement.
Capital City Fire and Rescue	No fire code or fire department concerns with this application.
CDD Building Division	During the pre-application review of this proposal, they advised that the high tunnel does not need permitting if there are no utilities. The garage requires finalization of the Building Permit.
General Engineering	No required input.

PUBLIC COMMENTS

CDD conducted a public comment period from February 16 through March 4, 2022. Public notice was mailed to property owners within 500 feet of the proposed development (Attachment C). A public notice sign was also posted on site two weeks prior to the scheduled hearing. Public comments submitted at time of writing this staff report can be found in Attachment D.

Name	Summary
Ken Huse	Support: Applicants manage their business well and are experts at what they do.
Elizabeth (Betsy) Wood	Support: Applicants go above and beyond to mitigate any impacts to neighbors.
Marissa Capito	Support: Applicants are committed to sustainable business practices and are conscientious neighbors.
Abbey Janes	Support: Applicants contribute to food security, reduced waste, and life enrichment and have achieved symbiosis within the community.
Brad and Bonnie Gruening	Support: Applicants are a great asset to the neighborhood and good neighbors who addressed parking issues.
Lori and Cliff Savage	Support: Applicants offer best organic vegetables and a wide variety of plants.
Shirley Campbell	Support: Applicants have a beneficial addition to the growing Juneau gardening community. Improved parking is a plus.
Jennifer Lapsley and James Thompson	Support: Residents who live right next door and also own property right across the street from Sunny Slope. Added parking area does not impede their access, daily operations and customer traffic have never affected them, and they have offered their property for overflow parking if the need arises.
Christian Brown	Support: Sustainable agriculture is needed in the Juneau area. Parking issue has been resolved.
Thomas Gill	Support: Applicants grow food that is local, sustainable, and affordable.
Paul Zahasky	Support: Applicants' operation would benefit the neighborhood and community.
Katy Ritter	Support: Applicants provide beautiful and hardy plants as well as healthy vegetables to the community.
Daniel Green	Support: Applicants provide sustainable food production, education, and food sovereignty in an isolated area.
Shannon Farr	Support: Applicants' operation has been a wonderful addition to the neighborhood and provided a great source of growing knowledge.

Name	Summary
Dan Minuskin	Support: Site layout is logical and practical and he would have no problem living next to the site.
Betty and Mark Johnson	Support: Enjoys being able to buy perennial plants close to home in an open-air environment.
Patricia White	Support: Community needs farms like this to help with food production and distribution in Southeast Alaska.
Annette Coyle	Support: Applicants supply quality plants for Juneau gardeners and provides garden-related community presentations.
Janet Capito	Support: Applicants' operation provides local plants free from outside pests and compost food waste.
Olga Sofia Lijo Serans	Support: Applicants' operation provides food security and fresh foods in comparison to foods shipped on the barge.
Corinne Conlon	Support: Applicants have spent many years cultivating their soil and have exhibited entrepreneurial ingenuity.
Krisit Hooton	Support: Applicants supply organic food, plant education, and a quality landscaping service.

CONFORMITY WITH ADOPTED PLANS

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

PLAN	Chapter	Page No.	Item	Summary
2013 Comprehensive Plan	10	130	Residential Land Use Policy 10.2-IA4	Allow small-scale renewable energy facilities such as green houses for household food production on individual lots. Small-scale energy conservation, water conservation and subsistence farming facilities should be supported on residential lots and in residential neighborhoods throughout the borough.
	11	147	Rural Dispersed Residential (RDR)	Complies with the RDR land use designation of one dwelling unit per acre and a small-scale seasonal facility.
	14	216	Community Education and Services Policy 14.1-IA2	Provide education in subject matters that promote local production or harvesting and consumption of food and fiber.
2015 Juneau Economic Development Plan	2	16	Economic Strategy	Support the ability of local entrepreneurs to take advantage of trending opportunities, innovation, and creativity, including agriculture and food production.

FINDINGS

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

1. *Is the application for the requested conditional use permit complete?*

Analysis: No further analysis needed.

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

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

Analysis: The application is for a Nursery, commercial greenhouse with retail sales. The use is listed at CBJ 49.25.300, Section 19.210 for the D-1 Zoning District.

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

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

Analysis: No further analysis needed.

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

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

Analysis: No further analysis needed.

Finding: No. With appropriate conditions, the requested Nursery, in a D-1 zoning district, will not materially endanger the public health or safety.

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

Analysis: No further analysis needed.

Finding: No. With appropriate conditions, the requested Nursery, in a D-1 zoning district, will not substantially decrease the value or be out of harmony with the property in the neighboring area.

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

Analysis: No further analysis needed.

Finding: Yes. The proposed Nursery, with the recommended conditions, will be in general conformity with the 2013 Comprehensive Plan and the 2015 Juneau Economic Development Plan.

RECOMMENDATION

Staff recommends the Planning Commission adopt the Director's analysis and findings and APPROVE the requested Conditional Use Permit. The permit would allow continued operation of a Nursery, Landscaping, and Retail business.

The approval is subject to the following conditions:

1. Parking spaces shall be a minimum of 8.5 feet by 17 feet. Wheel stops shall be placed in the customer parking area to define the location of parking spaces prior to commencement of the proposed use.
2. One accessible parking space shall be at least 13 feet by 17 feet, including an access aisle area of at least 5 feet by 17 feet. A blue wheel stop and CBJ-approved signage shall be posted for the space prior to commencement of the proposed use.
3. Customer parking shall not impede ingress or egress within the recorded easement area.
4. Exterior lighting shall be designed and located to minimize offsite glare.

STAFF REPORT ATTACHMENTS

Item	Description
Attachment A	Application Packet
Attachment B	Agency Comments
Attachment C	Abutters Notice and Public Notice Sign Photo
Attachment D	Public Comments



DEVELOPMENT PERMIT APPLICATION

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

To be completed by Applicant	PROPERTY LOCATION		
	Physical Address 10025 N. Douglas Hwy.		
	Legal Description(s) (Subdivision, Survey, Block, Tract, Lot) Lot 224 Within US Survey 3546		
	Parcel Number(s) 601101050020		
	☐ This property located in the downtown historic district ☐ This property located in a mapped hazard area, if so, which _____		
	LANDOWNER/ LESSEE		
	Property Owner William and Danielle Brown-Farrell	Contact Person Danielle Brown-Farrell	Phone Number(s) 907-723-6353
	Mailing Address 10025 N. Douglas Hwy.		
	E-mail Address wonderpower@hotmail.com; bill_farrell@hotmail.com		
	LANDOWNER/ LESSEE CONSENT Required for Planning Permits, not needed on Building/ Engineering Permits		
I am (we are) the owner(s) or lessee(s) of the property subject to this application and I (we) consent as follows: A. This application for a land use or activity review for development on my (our) property is made with my complete understanding and permission. B. I (we) grant permission for officials and employees of the City and Borough of Juneau to inspect my property as needed for purposes of this application.			
X <u>William Brown-Farrell</u> 2/8/22 Landowner/Lessee Signature Date			
X <u>Danielle Brown-Farrell</u> 2/8/22 Landowner/Lessee Signature Date			
NOTICE: The City and Borough of Juneau staff may need access to the subject property during regular business hours and will attempt to contact the landowner in addition to the formal consent given above. Further, members of the Planning Commission may visit the property before the scheduled public hearing date.			
APPLICANT If the same as OWNER, write "SAME"			
Applicant Same		Contact Person	
Mailing Address		Phone Number(s)	
E-mail Address			
X _____ Applicant's Signature Date of Application			

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

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

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

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

Intake Initials <u>JLS/IMG</u>
Case Number <u>USE 22-003</u>
Date Received <u>2/9/2022</u>



ALLOWABLE/CONDITIONAL USE PERMIT APPLICATION

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

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

PROJECT SUMMARY

Sunny Slope Organic Farm

TYPE OF ALLOWABLE OR CONDITIONAL USE PERMIT REQUESTED

☐ Accessory Apartment – Accessory Apartment Application (AAP)

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

Table of Permissible Uses Category: 19.210

IS THIS A MODIFICATION or EXTENSION OF AN EXISTING APPROVAL?

☐ YES – Case # _____

☒ NO

UTILITIES PROPOSED

WATER: ☐ Public ☐ On Site

SEWER: ☐ Public ☐ On Site

SITE AND BUILDING SPECIFICS

Total Area of Lot 61,463 square feet

Total Area of Existing Structure(s) 3402 (inc. high tunnel) square feet

Total Area of Proposed Structure(s) no added square feet

EXTERNAL LIGHTING

Existing to remain

☒ No

☐ Yes – Provide fixture information, cutoff sheets, and location of lighting fixtures

Proposed

☒ No

☐ Yes – Provide fixture information, cutoff sheets, and location of lighting fixtures

ALL REQUIRED DOCUMENTS ATTACHED

☒ Narrative including:

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

If this is a modification or extension include:

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

☐ Plans including:

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

DEPARTMENT USE ONLY BELOW THIS LINE

ALLOWABLE/CONDITIONAL USE FEES		Check No.	Receipt	Date
	Fees			
Application Fees	\$ <u>500</u>			
Admin. of Guarantee	\$ _____			
Adjustment	\$ _____			
Pub. Not. Sign Fee	\$ <u>150</u>			
Pub. Not. Sign Deposit	\$ _____			
Total Fee	\$ <u>650.00</u>			

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

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

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

Case Number

USE22-003

Date Received

2/9/2022

Allowable/Conditional Use Permit Application Instructions

Allowable Use permits are outlined in CBJ 49.15.320, Conditional Use permits are outline in CBJ 49.15.330

Pre-Application Conference: A pre-application conference is required prior to submitting an application. There is no fee for a pre-application conference. The applicant will meet with City & Borough of Juneau and Agency staff to discuss the proposed development, the permit procedure, and to determine the application fees. To schedule a pre-application conference, please contact the Permit Center at 586-0770 or via e-mail at permits@juneau.org.

Application: An application for an Allowable/Conditional Use Permit will not be accepted by the Community Development Department until it is determined to be complete. The items needed for a complete application are:

1. **Forms:** Completed Allowable/Conditional Use Permit Application and Development Permit Application forms.
2. **Fees:** Fees generally range from \$350 to \$1,600. Any development, work, or use done without a permit issued will be subject to double fees. All fees are subject to change.
3. **Project Narrative:** A detailed narrative describing the project.
4. **Plans:** All plans are to be drawn to scale and clearly show the items listed below:
 - A. Site plan, floor plan and elevation views of existing and proposed structures
 - B. Existing and proposed parking areas, including dimensions of the spaces, aisle width and driveway entrances
 - C. Proposed traffic circulation within the site including access/egress points and traffic control devices
 - D. Existing and proposed lighting (including cut sheets for each type of lighting)
 - E. Existing and proposed vegetation with location, area, height and type of plantings
 - F. Existing physical features of the site (i.e. drainage, eagle trees, hazard areas, salmon streams, wetlands, etc.)

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

1. Electronic copies in the following formats: .doc, .txt, .xls, .bmp, .pdf, .jpg, .gif, .xlm, .rtf (other formats may be preapproved by the Community Development Department).
2. Paper copies 11" X 17" or smaller (larger paper size may be preapproved by the Community Development Department).

Application Review & Hearing Procedure: Once the application is determined to be complete, the Community Development Department will initiate the review and scheduling of the application. This process includes:

Review: As part of the review process the Community Development Department will evaluate the application for consistency with all applicable City & Borough of Juneau codes and adopted plans. Depending on unique characteristics of the permit request the application may be required to be reviewed by other municipal boards and committees. During this review period, the Community Development Department also sends all applications out for a 15-day agency review period. Review comments may require the applicant to provide additional information, clarification, or submit modifications/alterations for the proposed project.

Hearing: All Allowable/Conditional Use Permit Applications must be reviewed by the Planning Commission for vote. Once an application has been deemed complete and has been reviewed by all applicable parties the Community Development Department will schedule the requested permit for the next appropriate meeting.

Public Notice Responsibilities: Allowable/Conditional Use requests must be given proper public notice as outlined in CBJ 49.15.230:

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

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

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Sunny Slope Organic Farm
 10025 N. Douglas Hwy
 Juneau, AK 99801
 907.723.6353
 Sunnyslopeorganicfarm@hotmail.com



Date: February 9, 2022

RE: Sunny Slope Organic Farm & Plant Nursery Narrative

Dear CBJ Community Development Department,

Sunny Slope Organic Farm is in the process of seeking a Conditional Use Permit so that we may continue operating our farm, plant nursery and landscaping business in the same way we have been doing for the past five years. We are a small-scale family operated backyard market grower with six chickens and a dog named Willow. We do not intend to expand our business infrastructure, noise or outdoor lighting. We neither intend to clear nor develop any additional land for future plant nursery operations, nor do we have plans to build any additional buildings on the property. Rather, we are seeking a Conditional Use Permit so that we may continue growing perennial plants, flowers and wholesome organic vegetables that are local, sustainable and affordable.

The majority of our produce is grown in a 24' x 48' high tunnel although we do grow outside in raised beds under row covers. Our high tunnel is a temporary structure and is not hooked up to city utilities. For three months of the year, we use a small section of our garage to start vegetable and perennial flower seedlings. These young plants are grown on metal racks with artificial LED lights set on timers. In mid-April these seedlings are moved into our high tunnel to acclimate to Juneau's cool climate. They are then transitioned outdoors. As you know, some years are warmer than others, so the transition time varies based on outside temperatures. Throughout the summer the plants are either transplanted onsite into our garden beds, used in commercial landscaping jobs that our business conducts or are sold to customers at our plant nursery. Juneau gardeners buy plants for a very short time period, a month at best which coincides wonderfully with our ability to start seedlings onsite ourselves. This time period is fast and furious as it competes with hiking, fishing, boating and camping. Sunny Slope Organic Farm is not a large-scale plant nursery. We are not the garden departments at Home Depot, Don Ables Fred Meyers or Glacier Gardens who ship inventory in from the Lower 48 bi-monthly to restock, nor is it our intent.

As small-scale growers, who live in a temperate rain forest, it is essential for us to use sustainable growing methods that do not harm the environment, people and wildlife in this place that we call home. Instead of using chemical fertilizers, pesticides or genetically modified plants we rely on things like the slow going, tried and true methods of developing compost, crop rotation, cover crops and seaweed to keep our land and crops healthy and productive.

Our farm has benefited greatly from the wonderful support of neighbors along the North Douglas Highway as well as the greater community at large. We are invested in the community and want to be a good neighbor. We offer gardening classes both onsite as well as at other establishments such as Don Ables and the public library. We participate in the Southeast Alaska Master Gardener's yearly garden tours as well as gardening panels for the Juneau Gardening Club, the Juneau Rotary Club and the University of Alaska Southeast. We support and donate to Trail Mix, the Jenson Arboretum, Discovery Southeast and the Girl and Boy Scouts. This year we are partnering with the students at Sayeik Gastineau Elementary School and the NOAA Ocean Guardian Program. Together, we have made a commitment to protect our local watershed.

When Covid-19 struck our community and the annual Safeway Mother's Day plant sales were temporarily discontinued, our plant nursery was one of the few lucky businesses in town. Our plant sales had a temporary spike. It was at this time that we noticed that customer parking posed a traffic concern a couple times at the start of the growing season. Once we realized the problem existed, we took proactive measures and immediately contacted the Department of Transportation, Right of Way Department and AEL&P to figure out how to address the issue. With their approval and the approval of our immediate neighbors with whom we share an access easement, we installed a designated Customer Parking Area at the base of property. Since the new parking area, which does not encroach upon our neighbor's driveway or their ability to access their properties, has been in place the parking hazard has been fixed.

Sunny Slope Organic Farm's primary objective is the plant nursery operations so that we are able to provide Juneau hardy plants to our landscaping customers. Our secondary goal is to provide wholesome organic food security to our community. We would like to continue our operations and need to obtain this Conditional Use Permit to do so. We appreciate your consideration.

Best regards,

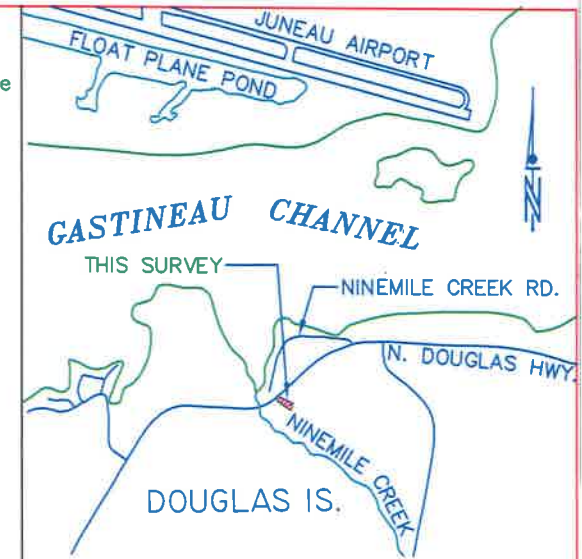
Danielle Brown-Farrell

NOTES

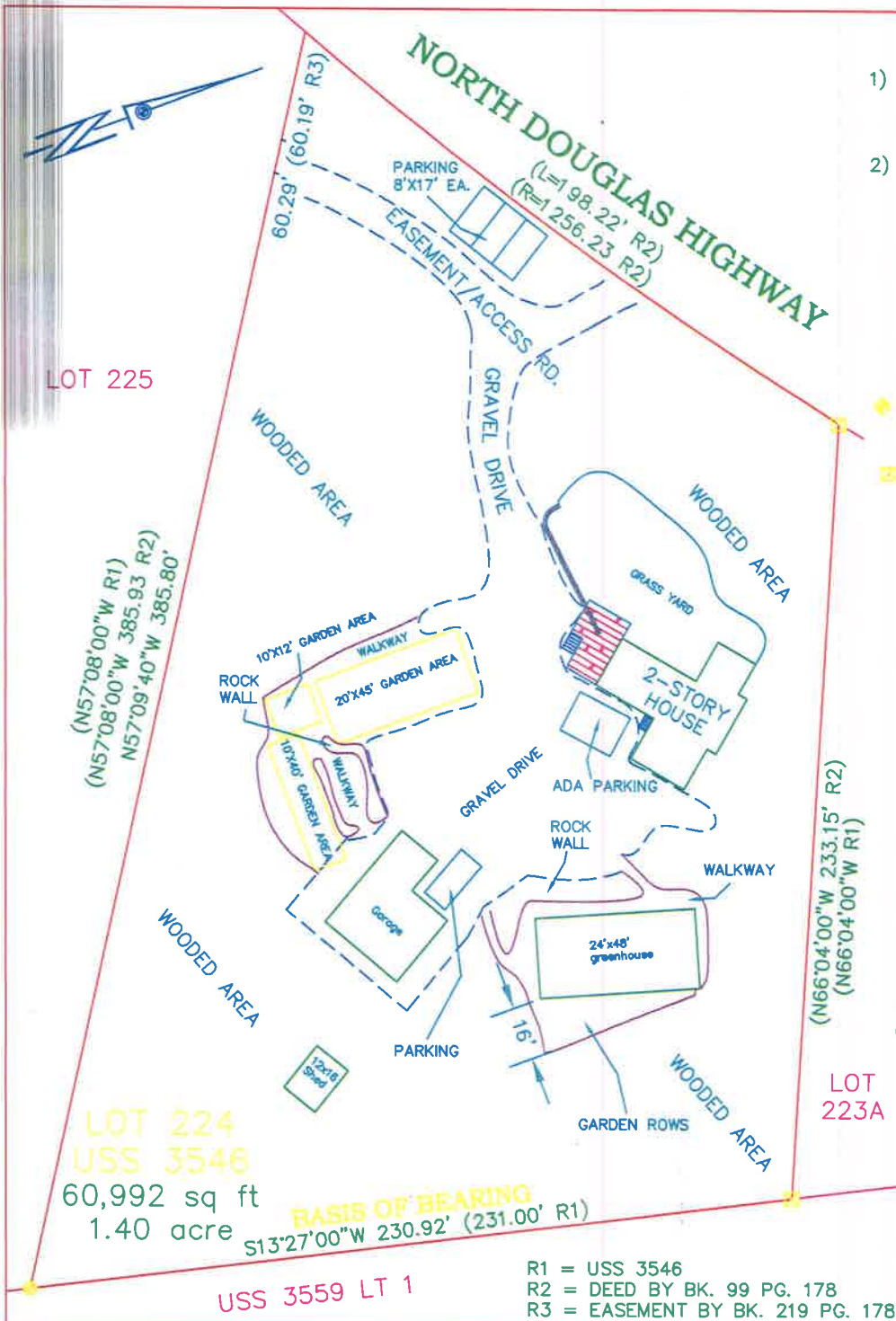
- 1) Property Owners William and Danielle Brown-Farrell. Phone 586-6665 (h) or 723-3970 (c)
- 2) This drawing is intended to depict property features and general locations. The original survey drawing has been updated with additional information to show the latest developments with the property landscaping.

☀️ = Bureau of Land Management 3" brass capped primary monument.

 = 3"x3" wood post



VICINITY MAP (NOT TO SCALE)



SITE PLAN
OF
LOT 224
WITHIN U.S. SURVEY 3546
WITHIN THE CITY & BOROUGH OF JUNEAU, AK

OWNERS:
W. & D. BROWN-FARRELL
10025 N. DOUGLAS HWY.
JUNEAU, AK 99801

DATE: 2/8/2022

SCALE: 1"=50'

SHEET 1



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

Sunny Slope Organic Farm

Case Number: PAC2022 Over-the-Counter

Applicant: William and Danielle Brown-Farrell

Property Owner: William and Danielle Brown-Farrell

Property Address: 10025 N. Douglas Highway

Parcel Code Number: 6D1101050020

Site Size: 61,463 square feet

Zoning: D1 (Single Family & Duplex Residential)

Existing Land Use: Residential, Commercial Landscaping, and Nursery

Conference Date: January 28, 2022

Report Issued: February 3, 2022

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

List of Attendees

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

Name	Title	Email address
William Brown-Farrell	Applicant	bill_farrell@hotmail.com
Danielle Brown-Farrell	Applicant	wonderpower@hotmail.com
Irene Gallion	Planning	Irene.Gallion@juneau.org
Jennifer Shields	Planning	Jennifer.Shields@juneau.org

Pre-Application Conference Final Report

Conference Summary

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

A Home Occupation use of the property was discussed. After review, staff has determined that the use of the property does not meet all criteria to classify as a "Home Occupation" based upon the following definition in CBJ 49.80.120:

Home occupation means any activity carried out for gain by a resident, conducted as an accessory use in the resident's dwelling unit, and meeting the following criteria:

- (1) *The use of a dwelling unit for the home occupation is clearly incidental and subordinate to its use for residential purposes by its occupants, involves no employees, and takes up no more than 25 percent of the net floor area or 500 square feet, whichever is less, in the dwelling; [NOT MET – activities conducted outside of the dwelling]*
- (2) *The home occupation results in no change to the outside appearance of the building and no other visible nonilluminated evidence of the conduct of such home occupation other than one nonprojecting facade-mounted sign one square foot or less in area; [NOT MET – high tunnel, propagation raised beds, landscaping display areas]*
- (3) *The home occupation generates no traffic and requires no parking in excess of that normally to be found in the neighborhood; and [NOT MET – plant sales open to the public, gardening classes]*
- (4) *No equipment or process is used which creates noise, vibration, glare, fumes, odors or electrical interference off the site of the home occupation. [MET]*



A warehousing, storage, and wholesale use of the high tunnel, especially in relation to parking requirements, was also discussed. After review, staff has determined that the use of the high tunnel is most closely associated with an Open Air Market, Nurseries, Greenhouses use as found in CBJ 49.25.300 Table of Permissible Uses. In addition, CBJ 49.80.120 defines Nursery as, "land used to raise flowers, shrubs and plants for sale".

Although the CBJ Title 49 does not include definitions for a warehousing, storage, and wholesale use, the American Planning Association Dictionary from 2008 defines the following:

"Wholesale establishment: An establishment or place of business primarily engaged in selling and/or distributing merchandise *to retailers* [emphasis added]; to industrial, commercial, institutional, or professional business users, or to other wholesalers; or acting as agents or brokers and buying merchandise for, or selling merchandise to, such individuals or companies. This is not considered a general commercial use."

"Wholesale establishment with warehouse (See also distribution center): The display, storage, and sale of goods *to other firms for resale* [emphasis added], as well as activities involving significant movement and storage of products or equipment, including truck terminal or bus servicing facilities, motor freight transportation, moving and storage facilities, warehousing, and storage activities."



Pre-Application Conference Final Report

The possibility of a Parking Waiver was also discussed. CBJ 49.40.210 (see attached) outlines the following criteria that must be met in order for a parking waiver to be granted:

Parking waivers. The required number of non-accessible parking spaces required by this section may be reduced if the requirements of this subsection are met. The determination of whether these requirements are met, with or without conditions, deemed necessary for consistency with this title, shall be made by the director in the case of minor development; the commission in the case of major development; and the commission if the application relates to a series of applications for minor developments that, taken together, constitute major development, as determined by the director.

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

- (1) The granting of the waiver would result in more benefits than detriments to the community as a whole as identified by the comprehensive plan;*
- (2) The development is located outside of the PD-1 parking district, PD-2 parking district, and Downtown Fee in Lieu of Parking District Map areas; [MET]*
- (3) Granting the waiver will not result in adverse impacts to property in the neighboring area; and*
- (4) The waiver will not materially endanger public health, safety, or welfare.*

Project Overview

The property owners are currently operating a landscaping business, as well as a nursery with onsite retail sales, on their residential property in a D1 Zoning District. CBJ 49.80.120 defines Nursery as, “land used to raise flowers, shrubs and plants for sale”. Customers primarily visit the property by appointment only, with at least three sales events open to the public in the spring and summer months. Gardening classes are also offered through a registration process. The detached garage is primarily used for personal use (work bench, pool table, etc.) but plant starts are grown inside. **Nurseries with onsite retail sales in the D1 Zoning District require a Conditional Use Permit from the Planning Commission (see CBJ 49.15.300, attached).**

In past years, they have also offered a Community Supported Agriculture (CSA) aspect with their operations. They have since discontinued this use, but if they wanted to restart and offer a similar open air market (farm, craft, flea, and produce), a Conditional Use Permit would be required.



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The process for a Conditional Use Permit includes:

- A pre-application conference. These notes document discussions from that meeting.
- Application for the permit.
- Public notice to land owners within 500 feet of the proposed development.
- A public notice sign, provided by CBJ, must be posted on the site two weeks before the Planning Commission meeting.
- Planning Commission meeting, where the Commission may:
 - Continue the hearing for more information.
 - Deny the permit.
 - Approve the permit with conditions.
 - Approve the permit.

The process usually takes eight to 12 weeks, depending on the responsiveness of the applicant. This estimate is not a commitment to that timeline, but is provided to aid the Applicant with planning. To be considered for the March 22, 2022 Planning Commission meeting, the applicant would need to have materials submitted by February 9th, 2022.

Planning Division

1. **Zoning** – The property is zoned D1 (Single Family & Duplex Residential). The following standards apply for properties within this Zoning District.
2. **Subdivision History** – The original 92,347 square foot lot was created in 1959 through U.S. Survey 3546, prior to the establishment of zoning in the area. At that time, the lot fronted onto the old North Douglas Road. In 1971, the northern portion of the lot was sold to the State of Alaska by Quitclaim Deed 115 in order to construct the existing North Douglas Highway right-of-way. This reduced the lot to its current size of 61,463 square feet.
3. **Setbacks** – Required setbacks are: Front and Rear 25', Sides 15'. Setbacks are met for all structures, including the house, detached garage, high tunnel, and shed.
4. **Height** – Maximum 35' permitted. Height is met for all structures.
5. **Access** – The property has direct access off of North Douglas Highway, with recorded ingress/egress (access) easements on the northern portion of the lot serving at least two other properties to the west.



6. **Parking & Circulation**– Parking spaces 8.5' by 17' are required. These spaces must be entirely within the property but may not be within the recorded ingress/egress easement area. Paving is not required, but the spaces must be delineated using parking curb stops. **Identify location of all required spaces on a**

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revised Site Plan, including one ADA space (see CBJ 49.40, attached). The total number required is shown below, based upon the different types of uses on the property:

Use	Parking Standard	Spaces Required
Residence	2 spaces	2*
Retail Commercial: High Tunnel = 1,152sf	1 space / 300 square feet of gross floor area (buildings)	4
Total Spaces Required, including 1 ADA compliant space**		6

*Detached garage may count towards 1 space of this requirement.

**Accessible parking space shall be at least 13' by 17', including an access aisle of at least 5' by 17', and shall be designated as reserved by a sign showing the symbol of accessibility.

7. **Lot Coverage** – Maximum lot coverage allowed is 10% for permissible uses or 20% for conditional uses. The lot is ~61,463 square feet. The house (1,410sf) plus the detached garage (840sf) plus the high tunnel (1,152sf) totals 3,402 square feet, or ~5.5% lot coverage.
8. **Vegetative Coverage** – Minimum 20% is required. This standard is met with ~ 85% vegetative cover.
9. **Lighting** – All parking areas shall be suitably lighted with full cut-off design and not produce off-site glare.
10. **Noise** – Conditions may be imposed to discourage production of more than 65 dBa at the property line during the day or 55 dBa at night.
11. **Flood** – The lot is not within in a Special Flood Hazard Area.
12. **Hazard/Mass Wasting/Avalanche/Hillside Endorsement** – No mapped hazard areas. The proposed project does not disturb the soil. The driveway is at a slight incline up from the North Douglas Highway. Using USGS contour data, the slope of the development area is ~ 8%. There are areas within the lot that exceed 18%; future development of these areas would require a Conditional Use Permit.
13. **Wetlands** – Any future addition of fill material on the lot would require a permit from the Army Corps of Engineers (see letter dated March 20, 2001).
14. **Habitat** – Check with the U.S. Fish and Wildlife on the presence of eagle nests in the area. The presence of eagle nests may impact future construction scheduling. No anadromous waterbodies are on the subject parcel, or within 50 feet.
15. **Plat or Covenant Restrictions** – The northern area of the lot includes a perpetual easement for ingress and egress with property owners to the west. This easement area is 9,093 square feet.
16. **Traffic** – N/A
17. **Nonconforming situations** – N/A

Building Division

18. **Building** – The Building Department has indicated that if there are utilities involved, the high tunnel will need an after the fact building permit.
19. **Outstanding Permits** – BLD2020-0303, detached garage permit not yet finalized. Please contact the Building Department at (907) 586-1703 for inspection when ready.

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General Engineering/Public Works

20. **Engineering** – No comments at this time.
21. **Drainage** – No comments at this time.
22. **Utilities** – No comments at this time.

Fire Marshal

23. **Fire Items/Access** – No comments at this time.

Other Applicable Agency Review

24. **DOT&PF** – No parking is permitted along N. Douglas Highway unless it's more than 8 feet off of the pavement.
25. **AK Dept. of Commerce** – State of Alaska business license has expired for farming use. Is landscaping/nursery business under this license or a separate license?

List of required applications

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

1. **Development Permit Application (DPA)** *This form must accompany any land use application.*
<https://juneau.org/index.php?gf-download=2019%2F12%2FDPA.pdf&form-id=22&field-id=11&hash=81202ef96484e0b859d1c4855a6b7ae4b18cb229e8824059dbb0d96082e74d6d>
2. **Conditional Use Permit Application.** This application is required for a Nursey use in a D1 Zoning District. If approved, additional building permits may be required.
<https://juneau.org/index.php?gf-download=2019%2F07%2FUUSE-Allowable-Conditional-Use.pdf&form-id=22&field-id=11&hash=1f4082f939f72daa29a17b66188d1bf0f634352cc2ca2397485edbab5a3d366d>

Additional Submittal Requirements

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

1. A copy of this pre-application conference report.
2. Narrative and site plan showing a **parking and circulation plan** for the Conditional Use Permit application.

Exceptions to Submittal Requirements

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

1. N/A

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Fee Estimates

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

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

1. Conditional Use Permit: \$500
2. Public Notice Sign: \$150, with \$100 refundable if the sign is returned by the Monday after the Planning Commission meeting.

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

Submit your Completed Application

You must submit your application(s) in person with payment made to:

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

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

Attachments

- 49.15.330 – Conditional Use Permit
- 49.40 – Parking and Traffic

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49.15.330 Conditional use permit.

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

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- (2) The commission shall adopt the director's determination on each item set forth in paragraph (1) of this subsection (e) unless it finds, by a preponderance of the evidence, that the director's determination was in error, and states its reasoning for each finding with particularity.
- (f) *Commission determinations; standards.* Even if the commission adopts the director's determinations pursuant to subsection (e) of this section, it may nonetheless deny or condition the permit if it concludes, based upon its own independent review of the information submitted at the hearing, that the development will more probably than not:
 - (1) Materially endanger the public health or safety;
 - (2) Substantially decrease the value of or be out of harmony with property in the neighboring area; or
 - (3) Lack general conformity with the comprehensive plan, thoroughfare plan, or other officially adopted plans.
- (g) *Specific conditions.* The commission may alter the director's proposed permit conditions, impose its own, or both. Conditions may include one or more of the following:
 - (1) *Development schedule.* A reasonable time limit may be imposed on construction activity associated with the development, or any portion thereof, to minimize construction-related disruption to traffic and neighborhood, to ensure that development is not used or occupied prior to substantial completion of required public or quasi-public improvements, or to implement other requirements.
 - (2) *Use.* Use of the development may be restricted to that indicated in the application.
 - (3) *Owners' association.* The formation of an association or other agreement among developers, homeowners or merchants, or the creation of a special district may be required for the purpose of holding or maintaining common property.
 - (4) *Dedications.* Conveyance of title, easements, licenses, or other property interests to government entities, private or public utilities, owners' associations, or other common entities may be required.
 - (5) *Performance bonds.* The commission may require the posting of a bond or other surety or collateral approved as to form by the city attorney to guarantee the satisfactory completion of all improvements required by the commission. The instrument posted may provide for partial releases.
 - (6) *Commitment letter.* The commission may require a letter from a public utility or public agency legally committing it to serve the development if such service is required by the commission.
 - (7) *Covenants.* The commission may require the execution and recording of covenants, servitudes, or other instruments satisfactory in form to the city attorney as necessary to ensure permit compliance by future owners or occupants.
 - (8) *Revocation of permits.* The permit may be automatically revoked upon the occurrence of specified events. In such case, it shall be the sole responsibility of the owner to apply for a new permit. In other cases, any order revoking a permit shall state with particularity the grounds therefor and the requirements for reissuance. Compliance with such requirements shall be the sole criterion for reissuance.
 - (9) *Landslide and avalanche areas.* Development in landslide and avalanche areas, designated on the landslide and avalanche area maps dated September 9, 1987, consisting of sheets 1—8, as the same may be amended from time to time by assembly ordinance, shall minimize the risk to life and property.
 - (10) *Habitat.* Development in the following areas may be required to minimize environmental impact:
 - (A) Developments in wetlands and intertidal areas.
 - (11) *Sound.* Conditions may be imposed to discourage production of more than 65 dBa at the property line during the day or 55 dBa at night.
 - (12) *Traffic mitigation.* Conditions may be imposed on development to mitigate existing or potential traffic problems on arterial or collector streets.

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- (13) *Water access.* Conditions may be imposed to require dedication of public access easements to streams, lake shores and tidewater.
- (14) *Screening.* The commission may require construction of fencing or plantings to screen the development or portions thereof from public view.
- (15) *Lot size or development size.* Conditions may be imposed to limit lot size, the acreage to be developed or the total size of the development.
- (16) *Drainage.* Conditions may be imposed to improve on and off-site drainage over and above the minimum requirements of this title.
- (17) *Lighting.* Conditions may be imposed to control the type and extent of illumination.
- (18) *Other conditions.* Such other conditions as may be reasonably necessary pursuant to the standards listed in subsection (f) of this section.

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

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Chapter 49.40 PARKING AND TRAFFIC¹**ARTICLE I. RESERVED²****49.40.105—49.40.180 Reserved.****ARTICLE II. PARKING AND LOADING****49.40.200 General applicability.**

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

- (1) *Enlargement or change in use.* In cases of enlargement of a building or a change in the type or intensity of use existing on the effective date of the ordinance codified in this chapter, the number of additional off-street parking spaces required shall be based only on the gross floor area added or subject to the increase in intensity or change of use except as noted in subsection 49.40.210(d).
- (2) *Mixed occupancy.* In the case of two or more uses on the same lot, the total requirement for off-street parking facilities shall be the sum of the requirements for the several uses computed separately.
- (3) *Uses not specified.* In the case of uses not listed, the requirements for off-street parking shall be based on the requirements for the most comparable use specified.
- (4) *Location.* Off-street parking facilities shall be located as hereinafter specified; if a distance is specified, such distance shall be the walking distance measured from the nearest point of the parking facility to the nearest point of the building it is required to serve. Parking:
 - (A) For single-family and two-family dwellings shall be on the same zoning lot as the building served;
 - (B) For multifamily dwellings shall not be more than 100 feet distant;
 - (C) For hospitals and institutions shall be not more than 300 feet distant; and
 - (D) For uses other than those specified above shall be not more than 500 feet distant.
- (5) *Joint use.* The commission may authorize the joint use of parking facilities for the following uses or activities under conditions specified:
 - (A) Up to 50 percent of the parking facilities required by this chapter for primarily nocturnal uses including theaters, bowling alleys, bars, restaurants, and related uses may be supplied by other types of buildings or daytime uses such as banks, offices, retail, personal service shops, clothing, food, furniture, manufacturing or wholesale and related uses;
 - (B) Up to 50 percent of the parking facilities required by this chapter for primarily daytime uses may be supplied by primarily nighttime uses;

¹Editor's note(s)—Sec. 39 of Serial No. 2015-03(c)(am) , adopted Aug. 31, 2015, amended the title to chapter 49.40 to remove "Access".

Administrative Code of Regulations cross reference—Access, parking and traffic, Part IV, § 04 CBJAC 025.010 et seq.

Cross reference(s)—Traffic, CBJ Code tit. 72.

²Editor's note(s)—Sec. 40 of Serial No. 2015-03(c)(am), adopted Aug. 31, 2015, repealed and reserved art. I, which pertained to access, consisted of §§ 49.40.105—49.40.180, and derived from Serial No. 87-49, 1987; Serial No. 91-13, 1991; Serial No. 2006-15, adopted June 5, 2006; and Serial No. 2013-09, adopted May 23, 2013 .

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- (C) Up to 100 percent of the parking facilities required by this section for a church or for an auditorium incidental to a public or parochial school, may be supplied by the off-street parking facilities provided for primarily diurnal uses;
- (D) Conditions required for joint use. Any building or use sharing the off-street parking facilities of another building or use shall be located within 500 feet of such parking facilities. In addition:
 - (i) The applicant shall show that there is no substantial conflict in the principal operating hours of the two buildings or users for which joint use of off-street parking facilities is proposed; and
 - (ii) The applicant shall present to the director a written instrument, executed by the parties concerned, providing for joint use of off-street parking facilities, and approved as to form by the City and Borough attorney. Upon approval by the director, such instrument shall be filed with the department and the building official.
- (6) *Reconfiguration of parking lots.* In cases of reconfiguration of all or a portion of an existing parking lot, all parking and loading requirements set forth in this chapter are applicable to that portion of the lot which is to be reconfigured. In cases where conformance with these requirements would result in a net loss of the number of parking spaces, the original number and dimensions of the parking spaces may be retained.

(Serial No. 87-49, § 2, 1987; Serial No. 92-11, § 2, 1992; Serial No. 97-49, § 4, 1998)

49.40.210 Minimum space and dimensional standards for parking and off-street loading.

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

Use	Spaces Required
Single-family and duplex	2 per each dwelling unit
Multifamily units	Geographic area Juneau or Douglas
	1.0 per one bedroom
	1.5 per two bedrooms
	2.0 per three or four bedrooms
	All other geographic areas
	1.5 per one bedroom
	1.75 per two bedrooms
	2.25 per three or four bedrooms
Roominghouses, boardinghouses, single-room occupancies with shared facilities, bed and breakfasts, halfway houses, and group homes	Geographic area Juneau or Douglas
	1 per 2 bedrooms
	All other geographic areas
	1 per bedroom
Single-room occupancies with private facilities	1 per each single-room occupancy plus 1 additional per each increment of four single-room occupancies with private facilities
Accessory apartments	1
Motels	1 per each unit in the motel
Hotels	1 per each four units
Hospitals and nursing homes	2 per bed or one per 400 square feet of gross floor area
Senior housing	0.6 parking spaces per dwelling unit, plus 1 guest parking space for each 10 units, plus 1 parking space per employee
Assisted living facility	0.4 parking spaces per maximum number of residents
Sobering centers	1 parking space per 6 beds, plus 1 visitor parking space
Theaters	1 for each four seats

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Churches, auditoriums, and similar enclosed places of assembly	1 for each four seats in the auditorium
Bowling alleys	3 per alley
Banks and offices	1 per 300 square feet of gross floor area
Medical or dental clinics	1 per 200 square feet of gross floor area
Mortuaries	1 per six seats based on maximum seating capacity in main auditorium
Warehouses, storage, and wholesale businesses	1 per 1,000 square feet of gross floor area
Restaurants and alcoholic beverage dispensaries	1 per 200 square feet of gross floor area
Swimming pools serving general public	1 per four persons based on pool capacity
Retail commercial	1 per 300 square feet of gross floor area
Shopping centers and malls	1 per 300 square feet of gross leasable floor area
Convenience stores	1 per 250 square feet of gross floor areas or as provided at 49.65.540(b)
Pleasure craft moorages	1 per three moorage stalls
Manufacturing uses; research, testing and processing, assembling, all industries	1 per 1,000 square feet gross floor area except that office space shall provide parking as required for offices
Libraries and museums	1 per 600 square feet gross floor area
Schools, elementary	2 per classroom
Middle school or junior high	1.5 per classroom
High school	A minimum of 15 spaces per school; where auditorium or general assembly area is available, one per four seats; one additional space per classroom
College, main campus	1 per 500 square feet of gross floor area of an enclosed area, or, where auditorium or general assembly area is available, one per four seats, whichever is greater
College, satellite facilities	1 per 300 square feet of gross floor area of an enclosed area, or, where auditorium or general assembly area is available, one per four seats, whichever is greater
Repair/service station	5 spaces per bay. For facilities with two or more bays, up to 60% of the required parking spaces may be in a stacked parking configuration
Post office	1 per 200 square feet gross floor area

(b) *Parking space dimensions.*

- (1) Subject to subsections (b)(2) and (3) of this section, each standard parking space shall consist of a generally rectangular area at least 8½ feet by 17 feet. Lines demarcating parking spaces may be drawn at any angle to curbs or aisles so long as the parking spaces so created contain within them the rectangular area required by this section.
- (2) Spaces parallel to the curb shall be no less than 22 feet by 6½ feet.
- (3) Accessible parking spaces.
 - (A) Except for residential parking lots of fewer than ten spaces, accessible parking spaces shall be required according to the following table:

Total Parking Spaces in Lot	Required Minimum Number of Accessible Spaces
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4

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101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1,000	2 percent of total spaces
1,001 and over	20 plus 1 for each 100 over

- (B) The accessible space required for parking lots of one to 25 spaces may be met by an alternative off-site accessible space, public or private, if the alternate space is determined by the community development department to be of adequate capacity and proximity.
 - (C) Each accessible parking space shall consist of a generally rectangular area at least 13 feet by 17 feet, including an access aisle of at least five feet by 17 feet. Two accessible parking spaces may share a common access aisle.
 - (D) One in every eight accessible spaces, but not less than one, shall be served by an access aisle with a width of at least eight feet and shall be designated "van-accessible."
 - (E) Accessible parking spaces shall be designated as reserved by a sign showing the symbol of accessibility. "Van-accessible" spaces shall have an additional sign designating the space as "van-accessible" mounted below the symbol of accessibility. The signs shall be located so they cannot be obscured by a vehicle parked in the space.
 - (F) Access aisles for accessible parking spaces shall be located on the shortest accessible route of travel from parking to an accessible entrance.
- (c) *Off-street loading areas.* The provision and maintenance of off-street loading facilities is a continuing obligation and joint responsibility of the owner and occupants. Loading areas shall be as set forth in this subsection.
- (1) Each off-street loading space shall be not less than 30 feet by 12 feet, shall have an unobstructed height of 14 feet six inches, and shall be permanently available for loading.
 - (2) Space requirements shall be as set forth in the following table:

Use	Gross Floor Area in Square Feet	Spaces
Motels and hotels	5,000—29,000	One
	30,000—59,999	Two
	Each additional 30,000	One
Commercial	5,000—24,999	One
	25,000—50,000	Two
	Each additional 30,000	One
Industrial, manufacturing, warehousing, storage, and processing	5,000—24,999	One
	25,000—50,000	Two
	Each additional 30,000	One
Hospitals	5,000—39,999	One
	Each additional 40,000	One
	Other Criteria	
Schools	For every two school buses	One
Homes for the aged, convalescent homes, correctional institutions	More than 25 beds	One

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(d) *Exceptions.*

- (1) *Superimposed parking districts.* There is adopted the parking district map dated June 5, 2006, as the same may be amended from time to time by the assembly by ordinance. The off-street parking and loading requirements set forth in subsections (a) and (c)(2) of this section may be reduced by 30 percent in the PD-2 parking district. The requirements shall not apply in the PD-1 parking district except in the case of the expansion of an existing building or the construction of a new building, in which case they may be reduced by 60 percent.
- (2) *Off-street parking requirements.* Off-street parking requirements do not apply to lots if they are accessible only by air or water and are used for single-family and two-family residential and remote commercial recreational uses. If the director determines that public access by automobile to the property has become physically available, the owner of the property shall be given notice and within one year thereof shall provide the required off-street parking.
- (3) *Enlargement or expansion.* No additional parking spaces are required for an enlargement or expansion if the additional spaces would amount to less than ten percent of the total required for the whole development and amount to less than three spaces. Phased expansion shall be regarded as a whole.
- (4) *Replacement and reconstruction of certain nonconforming structures.* Off-street parking requirements for the replacement and reconstruction of certain nonconforming structures in residential districts shall be governed by chapter 49.30.
- (5) *Fee in lieu of parking spaces.*
 - (A) There is adopted the Downtown Fee in Lieu of Parking District Map, dated October 30, 2006, as the same may be amended from time to time by the assembly by ordinance.
 - (B) Off-street parking for new and existing developments, for any use, may be waived if the requirements of this section are met. The determination of whether these requirements are met shall be made by the Director if the requested waiver is for five or fewer parking spaces, or by the Commission if the requested waiver is for six or more parking spaces.
 - (C) The property seeking a waiver of the parking requirement must be located within the area shown on the Downtown Fee In Lieu of Parking District Map, and be supported by a finding by the Director or Commission as set forth in CBJ 49.40.210(d)(5)(B), above, that it will not have significant adverse impacts on nearby on-street parking and:
 - (i) Vacant on the effective date of this ordinance;
 - (ii) Occupied by a building built within the 50 years prior to the date of adoption of this ordinance; or
 - (iii) Occupied by a building built more than 50 years prior to the date of adoption of this ordinance, and the Director or Commission, after considering the recommendation of the Historic Resources Advisory Committee, finds that the proposed development does not affect the historical significance, historical attributes, or otherwise compromise the historic integrity of the structure based on the United States Secretary of the Interior's Standards for Rehabilitation.
 - (D) The applicant shall pay a one-time fee to the City and Borough of \$8,500.00 per parking space waived under this section. For residential uses, this fee shall be reduced by 50 percent to \$4,250.00. This fee shall be adjusted annually by the Finance Department to reflect the changes in the Consumer Price Index for Anchorage as calculated by the State of Alaska, Department of Labor; or the United States Department of Labor, Bureau of Labor Statistics.
 - (E) Any fee due and not paid within 45 days after the development obtains temporary or permanent occupancy, or, in the case of existing developments, 45 days after the waiver is granted, shall be a lien upon all real property involved and shall be paid in ten equal annual principal payments plus interest. The lien shall be recorded and shall have the same priority as a City and Borough special assessment lien. Except as provided herein, the annual payments shall be paid in the same manner and on the same schedule as provided for special assessments, including penalties and interest on delinquent payments, as provided in CBJ 15.10.220. The annual interest rate on unpaid fees shall be one percent above the Wall

Pre-Application Conference Final Report

Street Journal Prime Rate, or similar published rate, on January 2nd of the calendar year the agreement is entered into, rounded to the nearest full percentage point, as determined by the finance director.

- (6) *Parking waivers.* The required number of non-accessible parking spaces required by this section may be reduced if the requirements of this subsection are met. The determination of whether these requirements are met, with or without conditions, deemed necessary for consistency with this title, shall be made by the director in the case of minor development; the commission in the case of major development; and the commission if the application relates to a series of applications for minor developments that, taken together, constitute major development, as determined by the director.
 - (A) Any waiver granted under this subsection shall be in writing and shall include the following required findings and any conditions, such as public amenities, imposed by the director or commission that are consistent with the purpose of this title:
 - (1) The granting of the waiver would result in more benefits than detriments to the community as a whole as identified by the comprehensive plan;
 - (2) The development is located outside of the PD-1 parking district, PD-2 parking district, and Downtown Fee in Lieu of Parking District Map areas;
 - (3) Granting the waiver will not result in adverse impacts to property in the neighboring area; and
 - (4) The waiver will not materially endanger public health, safety, or welfare.
 - (B) Applications for parking waivers shall be on a form specified by the director and shall be accompanied by a one-time fee of \$400. If the application is filed in conjunction with a major development permit, the fee shall be reduced by 20 percent.
 - (C) The director shall mail notice of any complete parking waiver application to the owners of record of all property located within a 250-foot radius of the site seeking the waiver. If the parking waiver application is filed in conjunction with a major development permit, notice of both applications shall be made concurrently in accordance with CBJ 49.15.230.
 - (D) Approved parking waivers shall expire upon a change in use.

(Serial No. 87-49, § 2, 1987; Serial No. 89-05, § 4, 1989; Serial No. 89-33, § 5, 1989; Serial No. 92-11, §§ 3, 4, 1992; Serial No. 2006-14(b), § 2, 5-15-2006; Serial No. 2006-15, §§ 11, 12, 6-5-2006; Serial No. 2006-33am, § 2, 10-30-2006, eff. 11-20-2006; Serial No. 2007-18, § 2, 4-23-2007; Serial No. 2009-22(b), § 4, 10-12-2009; Serial No. 2010-22, § 5, 7-19-2010; Serial No. 2016-14, § 2, 5-2-2016, eff. 6-2-2016; Serial No. 2016-46, § 3, 3-6-2017, eff. 4-4-2017; Serial No. 2018-31, § 3, 6-4-2018, eff. 7-5-2018; Serial No. 2019-37, § 6, 3-16-2020, eff. 4-16-2020)

49.40.220 Parking area and site circulation review procedures.

- (a) *Purpose.* The purpose of these review procedures is to ensure that all proposed parking and related site access areas provide for adequate vehicular and pedestrian access and circulation; that all parking spaces are usable and are safely and conveniently arranged; that sufficient consideration has been given to off-street loading and unloading; that the parking area will be properly drained, lighted and landscaped; and that such areas will not be unsightly.
- (b) *Plan submittal.* All development applications shall include plans for parking and loading areas. Major development applications for commercial uses and for residential development of ten units or more must include plans prepared by a professional engineer or architect. These plans may be part of a plan submission prepared in conjunction with the required review of another aspect of the proposed development.
 - (1) *Contents.* The plans shall contain the following information:
 - (A) Parking and loading area plans drawn to scale and adequate to show clearly the circulation pattern and parking area function;
 - (B) Existing and proposed parking and loading areas with dimensions, traffic patterns, access aisles, and curb radii;

- (C) Improvements including roads, curbs, bumpers and sidewalks indicated with cross sections, designs, details, and dimensions;
 - (D) A parking schedule indicating the number of parking spaces required, the number provided, and how such calculations were determined;
 - (E) Topography showing existing and proposed contour intervals; and
 - (F) Landscaping, lighting and sign details, if not provided in conjunction with the required review of another aspect of the proposed development.
- (2) *Waiver of information.* The department may waive submission of any required exhibits.
- (c) *Review procedure.* Plans shall be reviewed and approved according to the procedures of this chapter and chapter 49.15.
- (d) *Public improvements required.* As a condition of plan approval, the department may require a bond approved as to form by the city attorney for the purpose of ensuring the installation of on-site public improvements. As a condition of plan approval, the applicant shall be required to pay the pro rata share of the cost of providing reasonable and necessary public improvements located outside the property limits of the development but necessitated by construction or improvements within such development.
- (Serial No. 87-49, § 2, 1987)

49.40.230 Parking and circulation standards.

- (a) *Purpose.* Provisions for pedestrian and vehicular traffic movement within and adjacent to the site shall address layout of parking areas, off-street loading and unloading needs, and the movement of people, goods, and vehicles from access roads, within the site, and between buildings and vehicles. Parking areas shall be attractively landscaped and shall feature safely and conveniently arranged parking spaces.
- (b) *Off-street parking and loading areas; design standards.*
- (1) *Access.* There shall be adequate ingress and egress from all parking spaces. The required width of access drives for driveways shall be determined as part of plan review depending on use, topography and similar considerations.
 - (2) *Size of aisles.* The width of all aisles providing direct access to individual parking stalls shall be in accordance with the following table:

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

- (3) *General location.* All parking shall be located in bays generally perpendicular to driveways or roads.
- (4) *Location in different zones.* No access drive, driveway or other means of ingress or egress shall be located in any residential zone if it provides access to uses other than those permitted in such residential zone.
- (5) *Sidewalks and curbing.* Sidewalks shall be provided with a minimum width of four feet of passable area and shall be raised six inches or more above the parking area except when crossing streets or driveways. Guardrails and wheel stops permanently anchored to the ground shall be provided in appropriate locations. Parked vehicles shall not overhang or extend over sidewalk areas, unless an additional sidewalk width of two feet is provided to accommodate such overhang.

- (6) *Stacked parking.* Stacked parking spaces may only be counted as required parking spaces for single-family residences, duplexes, and as otherwise specified for specific uses. In the case of single-family residences and duplexes with or without accessory uses and child care homes in a residential district, only a single parking space per dwelling unit may be a stacked parking space.
- (7) *Back-out parking.* Parking areas must provide adequate space for turning and maneuvering on-site to prevent back-out parking onto a right-of-way. If the director or the commission, when the commission has authority, determines back-out parking would not unreasonably interfere with the public health and safety of the area and adjacent right-of-way traffic, back-out parking is allowed in the following circumstance:
 - (A) In the case of single-family dwellings and duplexes with or without accessory uses located in residential and rural reserve zoning districts;
 - (B) Where the right-of-way is an alley; or
 - (C) In the case of a child care home in a residential district.
- (c) *Landscaping and drainage.*
 - (1) Parking areas shall be suitably drained and shall be landscaped in accordance with design review standards.
 - (2) Off-site drainage facilities and structures requiring enlargement, modification, or reconstruction in part or in whole as the result of the proposed development shall be subject to off-site improvement requirements and standards as established by the city.
- (d) *Lighting.* All parking areas shall be suitably lighted. All lighting fixtures shall be "full cutoff" styles that direct light only onto the subject parcel.
- (e) *Markings and access.* Parking stalls, driveways, aisles and emergency access areas and routes shall be clearly marked.
- (f) *General circulation and parking design.*
 - (1) Parking space allocations shall be oriented to specific buildings. Parking areas shall be linked by walkways to the buildings they serve.
 - (2) Where pedestrians must cross service roads or access roads to reach parking areas, crosswalks shall be clearly designated by pavement markings or signs. Crosswalk surfaces shall be raised slightly to designate them to drivers, unless drainage problems would result.

(Serial No. 87-49, § 2, 1987; Serial No. 2006-14(b), §§ 3—5, 5-15-2006; Serial No. 2015-07(b)(am), § 6, 2-23-2015, eff. 3-26-2015 ; Serial No. 2015-32, § 6, 8-10-2015, eff. 9-10-2015)

ARTICLE III. TRAFFIC³

49.40.300 Applicability.

- (a) A traffic impact analysis (TIA) shall be required as follows:

³Editor's note(s)—Serial No. 2008-01, § 2, adopted January 28, 2008, effective February 28, 2008, repealed former Art. III, §§ 49.40.300, 49.40.310 and enacted provisions designated as a new Art. III to read as herein set out.

Cross reference(s)—Traffic, CBJ Code tit. 72.

- (1) A development projected to generate 500 or more average daily trips (ADT) shall be required to have a traffic impact analysis.
 - (2) A development projected to generate fewer than 250 ADT shall not be required to have a traffic impact analysis.
 - (3) A development projected to generate more than 250 ADT but fewer than 500 ADT shall be required to have a traffic impact analysis if the Community Development Department Director determines that an analysis is necessary based on the type of development, its location, the likelihood of future expansion, and other factors found relevant by the director.
 - (4) The applicant shall provide the traffic projections for the project, and the department will review and approve the final figures.
 - (5) A TIA must be prepared by a licensed engineer, or a transportation planner, with traffic analysis experience, approved by the director.
- (b) The department shall require the applicant to contact the Alaska Department of Transportation and Public Facilities to determine whether a state permit or TIA will be required.
- (Serial No. 2008-01, § 2, 1-28-08)

49.40.305 Traffic impact analysis (TIA) requirements.

- (a) A TIA prepared under this section must identify and assess the impacts of the proposed development on all affected transportation systems. The TIA shall identify any effective development design or operational measures that would mitigate impacts of a development on transportation systems. The study area for the TIA shall be that area in which it is anticipated that the proposed development will increase ADT by five percent or more.
- (b) A TIA must forecast traffic generated by a development in accordance with the most recent edition of Institute of Traffic Transportation Engineers' Trip Generation Handbook.
- (c) A TIA must address the following items:
 - (1) Intersections and segments of roadways where the ADT on any approach to an intersection is anticipated to increase by five percent or more due to the proposed development;
 - (2) Each driveway or approach road that will allow egress from or ingress to the proposed development;
 - (3) Existing and proposed pedestrian and bicycle facilities, if any, within the proposed development, and existing and proposed pedestrian and bicycle facilities to be used for access to the proposed development;
 - (4) Projected traffic at the development's anticipated opening date, and at full build out, both with and without the traffic generated by the development;
 - (5) Locations where road improvements are necessary to mitigate traffic impacts due to the development at the opening date, or where improvements are necessary to prevent the level of service (LOS) from deteriorating further at the opening date without the development;
 - (6) Road improvement alternatives or other measures that will achieve an acceptable LOS or minimize degradation of service below an already unacceptable LOS according to section 49.40.310 Traffic; minimum standards;
 - (7) Internal circulation and parking plans; and
 - (8) An accident analysis that contains the following elements:

- (A) An accident diagram showing accidents over the most recent three years of accident data, at all intersections or roadway segments identified as being impacted by the development, using the State of Alaska Department of Transportation's accident database, if available.
 - (B) An analysis of the type of accidents.
 - (C) An analysis of the accidents to determine if any pattern exists, and whether the accident pattern will be impacted by the development.
 - (D) If an accident pattern exists that will be exacerbated by the development, a determination whether there is a cost-effective solution which would mitigate the problem and how it can be implemented.
- (d) Level of service (LOS) and operational analysis for a traffic impact analysis prepared under this section must be performed in accordance with the most recent edition of the Transportation Research Board's publication Special Report 209, Highway Capacity Manual.

(Serial No. 2008-01, § 2, 1-28-08)

49.40.310 Traffic; minimum standards.

- (a) The minimum acceptable LOS for a roadway segment or intersection within the area affected by the development, on the projected opening date of the development, or full build out of the development, is LOS D.
- (b) If an intersection or roadway segment affected by the development has a pattern of accidents resulting in personal injuries, and the development will aggravate this accident pattern, then mitigation shall be required, regardless of the projected LOS.

(Serial No. 2008-01, § 2, 1-28-08)

49.40.320 Traffic impact analysis review.

- (a) The department will review the traffic impact analysis prepared under this section.
- (b) Mitigation measures may be subject to financial guarantee pursuant to Chapter 49.55, if appropriate considering safety and scheduling.

(Serial No. 2008-01, § 2, 1-28-08)

49.40.330 Traffic impact mitigation.

- (a) Except as provided in 49.40.340, an applicant shall make improvements to a roadway or intersection to achieve or maintain an acceptable LOS if a roadway or intersection has an:
 - (1) LOS D without traffic generated by the development; and would drop below LOS D with traffic generated by the development at the opening date of the development or full build out;
 - (2) If a roadway has an LOS below D without traffic generated by the development at the opening date of the development; or
 - (3) If the intersection or roadway segment has a pattern of accidents resulting in personal injuries, and the development would aggravate this accident pattern, then mitigation shall be required regardless of the LOS.
- (b) An applicant for a project for which a traffic impact analysis report has been prepared and mitigation required, shall install signs and markings on approaches to roadways within the development that conform to the Manual on Uniform Traffic Control Devices and the Alaska Traffic Manual, 2003, described in 17 AAC 20.950(1), as it may be amended from time to time.
- (c) Internal circulation and parking layout must provide sufficient queuing distance within the development between the roadway and internal restrictions to ensure that no traffic backs up onto a roadway, including bicycle or pedestrian facilities (See Section 49.40.230 Parking and circulation standards).
- (d) If a traffic impact analysis discloses impacts to pedestrian or bicycle traffic, an applicant shall make the necessary improvements to mitigate the impact.

(Serial No. 2008-01, § 2, 1-28-08)

49.40.340 Mitigation waiver.

- (a) The planning commission or community development department director may, in their discretion, waive or partially waive the requirements for mitigation under this section if the planning commission finds at a public hearing, or the director finds in writing after reviewing a permit which does not require planning commission approval, that either of the following circumstances is true:
 - (1) (A) Existing roadway facilities are only marginally achieving an LOS D without the traffic generated by the development, and would likely fall below LOS D within five years;
 - (B) Traffic generated by the development would result in an LOS below D without mitigation; and
 - (C) The costs of mitigating the impacts outweighs the benefits; or
 - (2) (A) If the LOS is below D, before the development's opening date;
 - (B) If the operation of the roadway or intersection, within the affected area, would not deteriorate more than five percent in terms of delay time, a minimum LOS, LOS E may be acceptable;
 - (C) Does not result in an LOS below E; and
 - (D) The costs of mitigating the impacts outweighs the benefits.

(Serial No. 2008-01, § 2, 1-28-08)



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

COMMUNITY DEVELOPMENT DEPARTMENT - REQUEST FOR AGENCY COMMENT

DEPARTMENT: Fire
STAFF PERSON/TITLE: Daniel Jager, Fire Marshal
DATE: 2-14-2022
APPLICANT: William and Danielle Brown-Farrell
TYPE OF APPLICATION: Conditional Use Permit

PROJECT DESCRIPTION:

Conditional Use Permit for a nursery and landscaping business with onsite retail sales.

LEGAL DESCRIPTION: USS 3546 LT 224
PARCEL NUMBER(S): 6D1101050020
PHYSICAL ADDRESS: 10025 N. Douglas Hwy.

SPECIFIC QUESTIONS FROM PLANNER:

BLD - Does high tunnel (greenhouse) have utilities that require a building permit?
ADOT - Any comments or concerns with proposed parking plan?

AGENCY COMMENTS:

There are no fire code or fire department concerns with this application.

From: [Ken Hoganson](#)
To: [Jennifer Shields](#)
Cc: [General Engineering](#); [Ken Hoganson](#)
Subject: RE: USE22-03 Sunny Slope Organic Farm - Agency Comments
Date: Tuesday, February 15, 2022 11:22:29 AM

Jennifer – General Engineering has no required input.

Best wishes - Ken

From: Jennifer Shields <Jennifer.Shields@juneau.org>
Sent: Monday, February 14, 2022 9:44 AM
To: General Engineering <General_Engineering@juneau.org>; Charlie Ford <Charlie.Ford@juneau.org>; Dan Jager <Dan.Jager@juneau.org>
Cc: Irene Gallion <Irene.Gallion@juneau.org>
Subject: USE22-03 Sunny Slope Organic Farm - Agency Comments

Hello All,

Attached is a Conditional Use Permit Application from the owners of Sunny Slope Organic Farm at 10025 North Douglas Highway. The Site Plan on page 6 shows their proposed parking – 3 spaces near the highway and the rest near their existing buildings.

If you have any comments or concerns regarding this proposal, please send them to me by Monday, February 21, 2022. If that does not give you enough time just let me know and we'll work something out.

Thank you!

Jennifer L. Shields | Planner II

[Community Development Department](#) | City & Borough of Juneau, AK

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

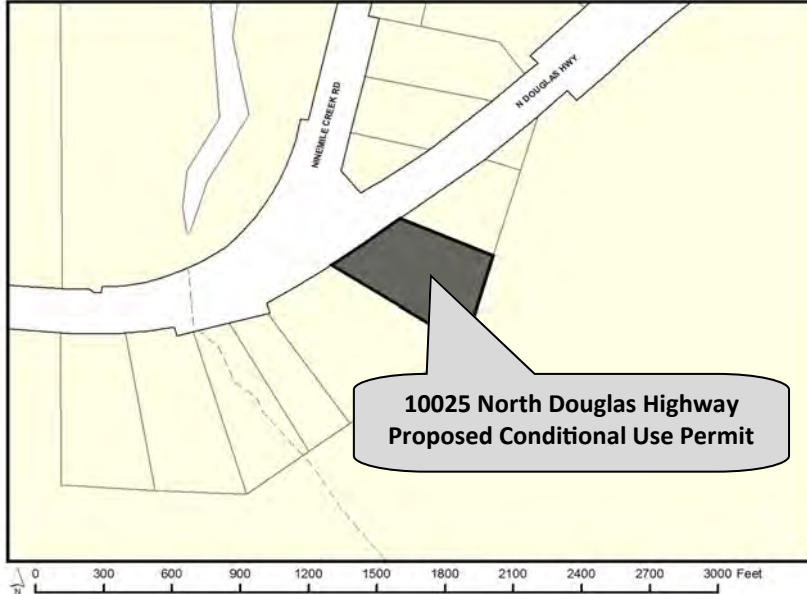
Office: 907.586.0753 ext. 4139



Fostering excellence in development for this generation and the next.

Invitation to Comment

On a proposal to be heard by the CBJ Planning Commission
Your Community, Your Voice



COMMUNITY DEVELOPMENT

155 S. Seward Street Juneau, Alaska 99801

TO:

10025 North Douglas Highway
Proposed Conditional Use Permit

An application has been submitted for consideration and public hearing by the Planning Commission for a **Conditional Use Permit for Sunny Slope Organic Farm - Nursery, Landscaping, & Retail at 10025 North Douglas Highway in a D1 Zone.**

The application can be reviewed at: www.juneau.org/community-development/short-term-projects.

TIMELINE

Staff Report expected to be posted February 28, 2022 at
<https://juneau.org/community-development/planning-commission>.
Find hearing results, meeting minutes and more here as well.

Now noon, Mar. 4

Comments received during this period will be sent to Commissioners to read in preparation for the hearing. The planner handling this case, **Jennifer Shields**, will also read any written comments that are received. You may also contact her via the phone number below.

HEARING DATE & TIME: 7:00 pm, Mar. 8, 2022

This virtual meeting will be by video and telephonic participation only. To join the Webinar, visit: <https://juneau.zoom.us/j/87830813954>. The Webinar ID is: 878 3081 3954. To join by telephone, call: +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833 or +1 301 715 8592 or +1 312 626 6799 or +1 929 436 2866 and enter the Webinar ID.

Mar. 9

The results of the hearing will be posted online.

Phone: **(907)586-0753 ext.4139** ♦ Email: pc_comments@juneau.org
Mail: **Community Development, 155 S. Seward St, Juneau AK 99801**

Printed February 16, 2022

Case No.: USE2022 0003
Parcel No.: 6D1101050020
CBJ Parcel View Photo: <http://epv.juneau.org>



From: [Christian Brown](#)
To: [Jennifer Shields](#)
Subject: Support for Sunny Slope Organic Farm
Date: Wednesday, February 9, 2022 7:41:39 PM

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

Dear Jennifer Shields, CBJ Community Development Department

I am writing in support of Sunny Slope Organic Farm. I appreciate the farm and everything Danielle and her family have provided to North Douglas, myself, and the rest of our community. I believe that we need more Sustainable agriculture in Southeast and in particular, the Juneau area. It would be a shame to see the hard work that Danielle and her family have put in to be all for nothing. They have provided and supported our local community with starts, fresh vegetables and flowers at all times of the day/ evening when it suits her customers schedule. She puts the community first and we should show her the same respect and show our support. In prior years there was a parking issue which has since been resolved in a timely manner.

We need to support or local farmers and encourage them to grow and expand, If the barge shut down and we had no incoming produce, I would count on Sunny Slope Organic Farm's vegetable starts to get my family though.

Danielle supports the local by composting with kitchen scraps that would otherwise be wasted, she also supports the local schools with the use of volunteers from the sports teams, and donates to local causes.

Sincerely,

Christian Brown
8366 North Douglas Highway
Juneau, AK 99801

From: [Shirley Campbell](#)
To: [Jennifer Shields](#)
Subject: Sunny Slopes Farm: Conditional Use Permit
Date: Wednesday, February 9, 2022 12:27:41 PM

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

To: Jennifer Shields
From: Shirley Campbell
7700 N Douglas Hwy

Regarding: Conditional Use Permit
Sunny Slopes Farm

I've lived on North Douglas Hwy for 40 years and have been a Master Gardener for over 20 years. The Sunny Slope Farm on North Douglas is a beneficial addition to the growing Juneau gardening community. As gardening interest grows, beginners or experienced, whether it be planting to grow their own food, learning about new flowers or getting information regarding good soil, Sunny Slope Farms has been a beneficial source of information and plants. Plus it's location is ideal. The improved parking is a plus. I've had many educational exchanges with the Brown-Farrells about plants, flowers, composting and fertilizers.

I am totally in favor of the Sunny Slope Farm to continue operating as a plant nursery as they have been for several years.

Respectfully,

Shirley Campbell

From: [Marissa Capito](#)
To: [Jennifer Shields](#)
Subject: In support of Sunny Slope Farm
Date: Tuesday, February 8, 2022 5:34:38 PM

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

Dear Ms. Shields,

I'm writing in support of Sunny Slope Organic Farm's request for a Conditional Use Permit. I'm a resident of North Douglas, and visit the business often in the spring and summer. Dani and her family are committed to good, sustainable business practices, supporting community efforts like Trail Mix, and being conscientious neighbors.

It's great to see a small business grow and thrive in that part of town, without being invasive or altering the dynamic of the neighborhood. I hope that you will grant them the Conditional Use permit they are requesting.

All the best,

Marissa Capito
c: 907-957-0572

From: [Janet Capito](#)
To: [Jennifer Shields](#)
Subject: Sunny Slope Organic Farm
Date: Monday, February 21, 2022 5:54:46 PM

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

Hello Jennifer,

I would like to show my support for allowing Sunny Slope Organic Farm to continue operating as it is now. I believe the conditional use permit should be given to this wonderful local addition to the food source here in Juneau. Local gardeners can get plants that are guaranteed to be free from any outside pests (such as funguses, seeds that are not indigenous to Juneau, etc.) from entering the environment in our community.

They also recently started getting food waste from Gastineau School and turning it into compost. Thus, less food waste is being put into the landfill. So this farm is not only supplying local gardeners with plants grown in the environment of Juneau but helping the city. I'm sure other small organizations are looking at this outcome to see if it's worth it to start a small local business in Juneau.

I would hate to see this Juneau born enterprise stop operating when we should be encouraging more businesses to help with the local economy.

Thank you for your time.

Janet Capito
3300 Nowell Ave.
Juneau

Sent from [Mail](#) for Windows

From: [Corinne Conlon](#)
To: [Jennifer Shields](#)
Subject: in support of conditional use permit for Sunny Slope Organic Farm
Date: Saturday, February 19, 2022 12:31:18 PM

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

Good afternoon,

I am writing in support of conditional use permit for Sunny Slope Organic Farm. Juneau has made great strides in developing food sustainability in the past five years. Unlike other areas of the state where land is more available and there are property tax credits for agriculture, the high property costs in Juneau have utilized their property in entrepreneurial ingenuity - Orsi's Organics, Ed's Edibles and Sunny Slope Organic Farm - have all begun on a small scale and increased to other areas of their property over the years to maximize their production. Unlike other businesses where it is an inconvenience to move, relocating a farm, where years have been spent to create soil - our rainforest environment as compared to the Kenai Peninsula or Mat-Su Valley yields little usable soil and must be built over time, often years. Moving to another location means the loss of not one business season, but many. As other entrepreneurial gardeners try their hand at providing our community with local, organic produce, they will look to decisions by our city to determine if they will move forward with their plans. And as businesses grow, there will be growing pains and lessons learned. Sunny Slope Organic Farm saw the parking issue that affected their neighbors and rectified it. Please consider granting Sunny Slope Organic Farm a conditional use permit.

Sincerely,
Corinne Conlon
Dirt Girl Gardening, owner/operator
Author of Gardening Near Glaciers: Growing Vegetables in Southeast Alaska

From: [Annette Coyle](#)
To: [Jennifer Shields](#)
Subject: Support for Sunny Slope Organic Farm
Date: Tuesday, February 22, 2022 7:47:05 AM

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

This is written in support of continuing the conditional use permit for Sunny Slope Organic Farm on North Douglas Highway. Sunny Slope enhances our community by providing excellent quality plants for Juneau's gardeners. Their plants are grown here so they are well-suited to our sometimes challenging growing conditions.

Danielle Brown-Farrell volunteers her time for garden-related community presentations and demonstrations. She is an active and valuable member of our community.

Please approve her conditional use permit.

Best Regards,

Annette Coyle, President, Juneau Garden Club
907-723-8042

From: [Shannon Farr](#)
To: [Jennifer Shields](#)
Subject: Support for Sunny Slope Organic Farm
Date: Tuesday, February 15, 2022 10:15:10 PM

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

Good day,

I would like to support the Conditional Use Permit for the Sunny Slope Organic Farm located at 10025 North Douglas Highway. My family lives at 10075 North Douglas and this farm has been a wonderful addition to our neighborhood. I love pulling my garden wagon over to their farm and I typically leave with fresh produce and perennials. Dani has also been a source of knowledge as I slowly expand garden beds at our home.

I have never lived in an area that housed a farmer's market. Sunny Slope provides the fresh organic starts that allow me to grow my own produce. This has been very rewarding. This farm has also inspired me to surround our home with pollinators.

Thank you for the opportunity to voice our support.

Shannon Farr & family

Sent from my iPhone

From: [Thomas Gill](#)
To: [Jennifer Shields](#)
Subject: Sunny Slope CUP
Date: Saturday, February 12, 2022 6:11:13 PM

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

CBJ Community Development Dept
Attention: Jennifer Shields

Re: Sunny Slope Conditional Use

My name is Thomas Gill. My wife Deborah and I live at 10730 Horizon Dr
We support the Conditional Use permit request for Sunny Slope Organic Farm.

It grows food that is local, sustainable,
and affordable. They do not use chemical or pesticides.

As former teachers we are very proud that have made a commitment to Gastineau Schools students to learn about
watershed protection and the art of composting.

Thank you
Thomas Gill

Sent from my iPhone

From: [DG](#)
To: [Jennifer Shields](#)
Subject: sunny slope plant nursery
Date: Tuesday, February 15, 2022 11:49:38 AM

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

Good morning Ms. Shields,

My name is Daniel Green (907)713-4931

I am writing in support of Sunny Slope Plant Nursery.

Sunny Slope is an amazing asset to our community and I hope that it can remain as such for years to come, as it has for the past several years. The educational outreach opportunities of Sunny Slope nursery alone are enough to want to keep the property operational, however in light of the current pandemic situation, food sovereignty has never been more in the spotlight in isolated population centers, such as Juneau. To lose the ability to grow our food, support our community, and teach our children would be a huge disservice to Juneau. As someone who raises chickens and grows my own food in this wet and soggy climate, I know how difficult it is to succeed. If there is a responsible organization willing to provide outreach towards the goals of sustainable food production and education, I think it is important to foster and promote them within the community so that more people might jump on board. In the end, it would be a step in a good direction for Juneau.

Thank you for your time and consideration in reading my email.

Be well,
Daniel Green

Please consider renewing Sunny Slope's ability to operate and serve the community.

From: [Bonnie Gruening](#)
To: [Jennifer Shields](#)
Subject: Support for Sunny Slopes Organic Farm - Conditional Use Permit
Date: Wednesday, February 9, 2022 9:34:13 AM

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

February 9, 2022

Jennifer Shield, Planning II
CBJ Community Development Department
230 S. Franklin Street
Juneau, AK 99801

Dear Jennifer,

This letter is in support of Sunny Slopes Organic Farm's request for a Conditional Use Permit.. As a North Douglas neighbor of Sunny Slopes, we whole-heartily believe and support their efforts to provide produce and flowers to our community. They are a great asset to the neighborhood and it is our hope that they will continue to provide their nursesey service.

Additionally, their example of promoting organic farming and contributing to our community in so many ways, including activities at Gastineau Elementary School, shows their commitment to healthy living. As good neighbors, once they recognized a parking problem, they put in a large parking area off the street.

We believe the CBJ should quickly approve a Conditional Use Permit. If you have further questions, please do not hesitate to contact us.

Sincerely,
Brad and Bonnie Gruening
6751 Sherri Street
Juneau, AK 99801
907-723-6714

Sent from [Mail](#) for Windows



This email has been checked for viruses by Avast antivirus software.
www.avast.com

From: [Kristi Hooton](#)
To: [Jennifer Shields](#)
Subject: Re: Sunny Slope Organic Farm
Date: Friday, February 18, 2022 3:47:30 PM

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

To Whom It May Concern,

I am writing to show my support for Sunny Slope Organic Farm. Without this Conditional Use Permit the communities of Douglas Island and Juneau would be robbed of a delightful nursery and of more than one asset. The operators are hardworking, capable, responsible and generous neighbors and residents. They chose to move back and start their family here because they know it can be a wonderful place to live. It would be a shame and sham for them to have tried their hardest to meet and possibly exceed the requirements for the permit and not be awarded it. They don't just want to make a living, they want to help enhance the community by making available locally sourced organic quality food, by assisting with plant growing related education, and by operating a quality landscape service, and that is just a few of the ways they and their business would be appreciated. In addition, this permit will allow them to hire employees and create work for other local businesses. The demand continues to grow for the services they offer and Juneau should make it possible for these needs to be met.

The lack of responsible record keeping in this office is concerning. I'm also curious about the other local nursery style businesses operating on residential zoned land and whether the process was as difficult for them to navigate.

There are no negative impacts, especially on Douglas Island, from awarding a Conditional Use Permit to Sunny Slope Organ Farm. Please allow them the time, assistance and respect needed to make their dream a success.

Respectfully,

Kristi Hooton

907 209 5747

From: [Ken Huse](#)
To: [Jennifer Shields](#)
Subject: Sunny Slope Go Ahead
Date: Tuesday, February 8, 2022 9:56:32 PM

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

Dear Ms. Sheilds,

As a neighbor of Dani at Sunny Slope Organic Farm, I would like to express my ***unqualified*** support for the continuation of their business.

They are fantastic neighbors who manage their business well and are experts at what they do. I am hopeful they'll get their conditional use permit without any trouble. Thanks, Ken Huse

9700 N. Douglas Hwy.

Juneau, Ak 99801

907-957-4490

From: [abbey Janes](#)
To: [Jennifer Shields](#)
Subject: Sunny Slope Organic Farms
Date: Wednesday, February 9, 2022 9:40:35 AM

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

Hi Jennifer,

It is my understanding that Sunny Slope Organic Farms needs to apply for a conditional use permit to continue their operations on North Douglas. I am writing in support of granting their permit. I live on North Douglas and find their farm to be an incredible enrichment to our island. They are so quiet and well hidden that when I first wanted to go there, I had a hard time finding it! Furthermore, locally grown food and ornamental plants are such an important contribution to food security, reduced waste, and life enrichment. They are giving back to the community in meaningful ways and have truly achieved symbiosis within the community.

Thank you,
Abbey Janes

From: [Betty J Johnson](#)
To: [Jennifer Shields](#); [Judy Hauck](#)
Subject: Sunny Slope Organic Farm
Date: Wednesday, February 16, 2022 12:27:33 PM

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

Dear Ms. Shields,

My husband and I live in Bayview Subdivision, North Douglas, and we fully support having Sunny Slope Organic Farm in North Douglas.

We enjoy browsing and buying perennial plants close to home. We don't have to travel many miles one way to buy what we want. It also creates a good, open air environment to visit with friends and other neighbors we haven't seen for a while due to the pandemic.

We hope this will encourage other entrepreneurs on North Douglas to open businesses.

Sincerely,

Betty & Mark Johnson
10726 Horizon Dr
Juneau, AK 99801

From: [Jennifer Lapsley](#)
To: [Jennifer Shields](#)
Subject: Conditional Use Permit application/Sunny Slope Organic Farm
Date: Wednesday, February 9, 2022 11:41:07 AM
Attachments: [10025 N Douglas Hwy.pdf](#)
[ATT00001.htm](#)

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

Good Afternoon, Ms. Shields.

My husband and I live next door to Sunny Slope Organic Farm. We would like to submit the attached letter of support for Danielle and Bill Brown-Farrell's application for a Conditional Use Permit.

Please feel free to contact us if you have questions or concerns we may be able to assist with. Thank you very much for your time and consideration.

Sincerely,

Jennifer Lapsley
10037 N Douglas Hwy
Juneau, AK 99801
907.617.9838
Jennifer.lapsley@mac.com

Jennifer Shield, Planning II
 CBJ Community Development Department
 230 S. Franklin Street, 4th Floor Marine View Building
 Juneau, AK 99801
 907.586.0753 ext. 4139
jennifer.shields@juneau.org

February 9, 2022

Dear Ms. Shields,

Our family lives next door to Sunny Slope Farm, and we are writing to express support of Danielle and Bill Brown-Farrell's application for a Conditional Use Permit from the CBJ Land Use Department.

When we returned to Alaska from Washington after serving in the U.S. Navy, we heard of Sunny Slope Organic Farm as we were looking for local produce. Having taken for granted the wide availability of Community Supported Agriculture in Washington, we valued bringing our small children to farms to see where their food came from, and wondered how we could continue doing so in Juneau. And then by chance, in 2018, we moved across the street from Sunny Slope Organic Farm. We met its owners. We saw the vision, the skill, and the back-breaking work of a family that grows high quality organic food and plants in an extremely challenging environment.

Sunny Slope Organic Farm is a good neighbor. It started a community-based composting project at Sayeik Gastineau Elementary School, where our daughter attends Kindergarten. When children participate in conservation, it solidifies the science and environmental lessons they are learning in school. We are grateful that our children can see self-sufficiency and sustainability at their school and in their neighborhood. Perhaps Sunny Slope Farm will inspire more children to become farmers in Juneau, or at least to compost and grow their own gardens.

Our family has lived within 500 feet of Sunny Slope Farm since 2018. We own the property across the street (9999 Ninemile Creek Road) as well as the one we live in next door (10037 N Douglas Hwy). We are familiar with the fact that plants are grown in the backyard and high tunnel; the daily operations and customer traffic have never affected us. The additional parking at the base of our neighbors' driveway does not impede our access, and in fact we have offered our property as overflow parking if the need arises.

Sunny Slope Organic Farm has our strongest personal recommendation for a Conditional Use Permit. If you have any questions or concerns, please feel free to contact us.

Sincerely,



Jennifer Lapsley & James Thompson

From: [Dan Minuskin](#)
To: [Jennifer Shields](#)
Subject: Sunny Slope Organic Farm Conditional Use Permit
Date: Wednesday, February 16, 2022 10:47:19 AM

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

Jennifer Shields, Planning II
CBJ Community Development Department
230 S. Franklin Street, 4th Floor Marine View Building
Juneau, AK 99801

Re: Sunny Slope Organic Farm Conditional Use Permit

To Whom It May Concern:

I understand the conditional use permit for the farm is up for review. I would like to add my opinion.

As I see it, zoning is a guide for regulating development, and should allow flexibility to include the changing needs of the community.

Location is the prime reason this farm is important, for the plants it grows and the community it serves. There is no other grocery in the area that would provide what this farm does.

When I first visited the farm site I was impressed with the logic and order, the use of space and practicality of its layout. I knew nothing of its zoning, or issues of land use. I saw the results of a tremendous amount of work and dedication, a vision of potential becoming reality, and I was impressed. I for one would have no problem living next to this farm.

Anyone could tell you about the risks involved in farming. Continuity and the ability to plan ahead are the keys to any success.

This farm is an asset to the community. I urge you to grant this conditional use permit at the earliest possible time.

Sincerely,

Dan Minuskin

From: [Ritter, Kathryn](#)
To: [Jennifer Shields](#)
Subject: Neighbor seeking conditional use permit
Date: Monday, February 14, 2022 6:51:58 PM

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

Good evening Jennifer,

I am writing to give my voice of support for my neighbor, Danielle Brown-Farrell, to get a permit for her and her husband to operate their plant nursery. Sunny Slope Organic Farm is a wonderful business that provides beautiful and hardy plants to our community, as well as healthy vegetables. Please permit them to continue to operate their business at 10025 N. Douglas Hwy.

Thank you, and feel free to email me if you have questions.

My address is 9801 Ninemile Creek Road.

--

Katy Ritter
Sayéik: Gastineau School
#796-5075
kathryn.ritter@juneauschools.org

From: [Lorinda Savage](#)
To: [Jennifer Shields](#)
Cc: sunnyslopeorganicfarm@hotmail.com
Subject: Support for Sunny Slope Conditional Use Permit
Date: Wednesday, February 9, 2022 11:39:42 AM

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

Hello,

I am writing to request approval for the Conditional Use Permit for Sunny Slope Organic Farm, located at 10025 N. Douglas Highway. Not only does Sunny Slope offer Juneau some of the best organic vegetables, but they also offer a wide variety of plants to purchase at a very affordable price. This is a small family farm that we enjoy visiting and supporting and we hope to be able to continue to do so.

Thank you,
Lori and Cliff Savage
Bonnie Brae Estates

Sent from my iPad

From: [olga lijo](#)
To: [Jennifer Shields](#); [Danielle Brown-Farrell](#)
Subject: Sunny Slope Organic Farm
Date: Monday, February 21, 2022 5:40:07 PM

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

Good Afternoon Mrs. Shield,

It is my understanding that you are the person to address regarding Sunny Slope Organic Farm.

Sunny Slope is seeking a Conditional Use Permit from the CBJ Land Use Department, which would allow them to operate their plant nursery and farm.

As somebody who has lived in Juneau for over a decade, I am plenty aware of the food security problem in our community. As we have seen in recent times, depending on a barge for most of our food resourcing is very problematic. To issue of food availability we have to add freshness and food waste. Very often the vegetables and fruits that arrive to Juneau are tasteless and spoils soon after arriving to the grocery shelves, ending in the city dump without being eaten.

Businesses like Sunny Slope Organic Farm, help solve the problems above. As we also know, finding land appropriate for farming in Juneau is almost impossible. Because of this, farming efforts have very little choice of placement. They also face unique challenges, like the difficulty of farming in a temperate rain forest, under the shadow of high mountains.

We need more businesses like Sunny Slope Organic Farm. Businesses that will help Juneau have reliable, healthy and attractive food, independently of the arrival of the barge. Those who will consider the possibility of starting their own farm in Juneau will look at which kind of treatment CBJ gave to pioneers like Sunny Slope. They will want to see CBJ as a reliable partner, not as an administration that will allow farmers to put money, time and energy into their project to have it crushed later by some little understood administrative decision.

Please, grant Sunny Slope Organic Farm their Conditional Use Permit. They deserve it, and we need them.

Thank you for your time and attention,

Olga Sofia Lijo Serans

907-321-9116
903, 5th St
Douglas, AK
99824

From: [Patricia White](#)
To: [Jennifer Shields](#)
Subject: Sunny Slope Organic Farm
Date: Friday, February 18, 2022 8:35:06 AM

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

To: Ms.Shields:

I am writing in support of the conditional use permit for Sunny Slope Organic Farm at about 7 mile N. Douglas Highway.

The community needs farms like this to help with food production and distribution in SE Alaska.

Thank you.

Pat White

Thane Rd resident

Sent from my iPad

From: [Betsy Dorn](#)
To: [Jennifer Shields](#)
Subject: Support for Sunny Slope Organic Farm Conditional Use Permit
Date: Tuesday, February 8, 2022 6:44:21 PM

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

Dear Ms. Shields,

Please accept this letter of support for Sunny Slope Organic Farm's conditional use permit application for 10025 North Douglas Highway. My husband, daughter, and I live down the road in Bonnie Brae, and we are thrilled to have such a wonderful business in our neck of the woods. We purchase plant starts from Danielle every year and would be very disappointed to see her greenhouse close. Sunny Slope is wonderful addition to our neighborhood, and Danielle goes above and beyond to mitigate any impacts to her neighbors and also to give back to the community.

I respectfully request that you approve her conditional use permit request so that her business may continue to operate.

Thank you,

Elizabeth (Betsy) Wood
1003 Wee Burn Drive
Juneau, AK 99801
907-723-7958

From: [Paul Zahasky](#)
To: [Jennifer Shields](#)
Subject: Sunny Slope Conditional Use Permit
Date: Monday, February 14, 2022 9:14:48 AM

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

Good Morning Jennifer,

I would like to voice my support for granting a conditional use permit to Sunny Slope Organic Farm. As a neighbor I believe the operation would benefit our neighborhood and community.

All the best,

Paul Zahasky
9785 Ninemile Creek Road
Juneau
907-321-5471



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

March 8, 2021

MEMO

From: Jennifer Shields, Planner II *Jennifer L. Shields*

To: Michael Levine, Chair, Planning Commission

Through: Jill Maclean, AICP, Director

Parcel No.: 6D1101050020

Legal Description: USS 3546 Lot 224

Case Number: USE2022 0003

RE: Approval Conditions - ADA Parking Requirement Correction

In the Staff Report dated February 25, 2022, an error was made on the accessible parking space aisle width in condition #2. The access aisle width should be corrected from 5 feet to 8 feet and read as follows:

RECOMMENDATION

Staff recommends the Planning Commission adopt the Director's analysis and findings and APPROVE the requested Conditional Use Permit. The permit would allow continued operation of a Nursery, Landscaping, and Retail business.

The approval is subject to the following conditions:

1. Parking spaces shall be a minimum of 8.5 feet by 17 feet. Wheel stops shall be placed in the customer parking area to define the location of parking spaces prior to commencement of the proposed use.
2. One accessible parking space shall be at least 13 feet by 17 feet, including an access aisle area of at least 5 8 feet by 17 feet. A blue wheel stop and CBJ-approved signage shall be posted for the space prior to commencement of the proposed use.
3. Customer parking shall not impede ingress or egress within the recorded easement area.
4. Exterior lighting shall be designed and located to minimize offsite glare.



Planning Commission

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

PLANNING COMMISSION NOTICE OF DECISION

Date: March 10, 2022
Case No.: USE2022 0003

William and Danielle Brown-Farrell
10025 North Douglas Highway
Juneau, AK 99801

Proposal: Conditional Use Permit for Sunny Slope Organic Farm - Nursery, Landscaping, and Retail

Property Address: 10025 North Douglas Highway

Legal Description: USS 3546 Lot 224

Parcel Code No.: 6D1101050020

Hearing Date: March 8, 2022

The Planning Commission, at its regular public meeting, adopted the analysis and findings listed in the attached memorandums dated February 25, 2022, March 4, 2022, and March 8, 2022, and approved the Conditional Use Permit for a nursery and landscaping business with onsite retail sales to be conducted as described in the project description and project drawings submitted with the application (and with the following conditions:)

1. Parking spaces shall be a minimum of 8.5 feet by 17 feet. Wheel stops shall be placed in the customer parking area to define the location of parking spaces prior to commencement of the proposed use.
2. One accessible parking space shall be at least 13 feet by 17 feet, including an access aisle area of at least 8 feet by 17 feet. A blue wheel stop and CBJ-approved signage shall be posted for the space prior to commencement of the proposed use.
3. Customer parking shall not impede ingress or egress within the recorded easement area.
4. Exterior lighting shall be designed and located to minimize offsite glare.

William and Danielle Brown-Farrell

Case No.: USE2022 0003

March 10, 2022

Page 2 of 2

Attachments:

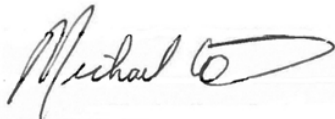
- February 25, 2022, memorandum from Jennifer Shields, Community Development, to the CBJ Planning Commission regarding USE2022 0003.
- March 4, 2022, memorandum from Jennifer Shields, Community Development, to the CBJ Planning Commission regarding USE2022 0003.
- March 8, 2022, memorandum from Jennifer Shields, Community Development, to the CBJ Planning Commission regarding USE2022 0003.

This Notice of Decision does not authorize construction activity. Prior to starting any project, it is the applicant's responsibility to obtain the required building permits.

This Notice of Decision constitutes a final decision of the CBJ Planning Commission. Appeals must be brought to the CBJ Assembly in accordance with CBJ 01.50.030. Appeals must be filed by 4:30 P.M. on the day twenty days from the date the decision is filed with the City Clerk, pursuant to CBJ 01.50.030 (c). Any action by the applicant in reliance on the decision of the Planning Commission shall be at the risk that the decision may be reversed on appeal (CBJ 49.20.120).

Effective Date: The permit is effective upon approval by the Commission, March 8, 2022.

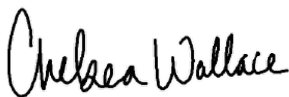
Expiration Date: The permit will expire 18 months after the effective date, or September 8, 2023, if no Building Permit has been issued or substantial construction progress has not been made in accordance with the plans for which the development permit was authorized. Application for permit extension must be submitted thirty days prior to the expiration date.



Michael LeVine, Chair
Planning Commission

March 13, 2022

Date



Filed With City Clerk

March 14, 2022

Date

cc: Plan Review

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

**PLANNING COMMISSION AGENDA
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

USE2022 0001: A Conditional Use Permit for a marijuana retail store with on-site consumption of edible marijuana products - APPROVED ON CONSENT

AGENDA ITEM:

Case No.: USE2022 0001

Applicant: Blissful Awakenings LLC

Location: 216 2nd Street

Proposal: A Conditional Use Permit for a marijuana retail store with on-site consumption of edible marijuana products

RECOMMENDATION:

Staff recommends the Planning Commission adopt the Director's analysis and findings and APPROVE WITH CONDITIONS the requested Special Use Permit. The permit would allow the development of a marijuana retail store with on-site consumption of edible marijuana products.

The approval is subject to the following conditions:

1. Prior to issuance of a CBJ marijuana retail store license, the applicant shall submit a retail license from the State of Alaska with an on-site consumption endorsement; by approval of this Special Use Permit, the Planning Commission does not take a position as to whether the application to the State satisfies the requirements of the Endorsement, including if the facility is housed within a freestanding building.

ATTACHMENTS:

Description	Upload Date	Type
☐ Staff Report for USE2022 0001	2/28/2022	Staff Report
☐ Notice of Decision for USE2022 0001	3/14/2022	Notice of Decision



(907) 586-0715
CDD_Admin@juneau.org
www.juneau.org/CDD

155 S. Seward Street • Juneau, AK 99801

DATE: February 28, 2022
TO: Michael LeVine, Chair, Planning Commission
BY: Adrienne Scott, Planner I *Adrienne Scott*
THROUGH: Jill Maclean, Director, AICP

PROPOSAL: Applicant requests a Special Use Permit for a marijuana retail store with on-site consumption of edible marijuana products.

STAFF RECOMMENDATION: Approval with conditions

KEY CONSIDERATIONS FOR REVIEW:

- If approved, on-site consumption will be for edible marijuana products only, no on-site smoking is proposed.
- No changes are proposed to the footprint of the building.
- This location was previously approved for a special use permit for a marijuana retail establishment (USE2016 0006), which was modified for on-site consumption (USE2020 0016).

GENERAL INFORMATION	
Property Owner	Goldstein Improvement Company
Applicant	Blissful Awakenings LLC
Property Address	201 Seward Street
Legal Description	Juneau Townsite Block 4 Lot 1, 2, & 7 FR
Parcel Number	1C070A040010
Zoning	Mixed Use (MU)
Land Use Designation	Traditional Town Center (TTC)
Lot Size	12,282 square feet
Water/Sewer	Public water and sewer
Access	Second Street
Existing Land Use	Commercial Retail
Associated Applications	N/A

ALTERNATIVE ACTIONS:

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

ASSEMBLY ACTION REQUIRED:

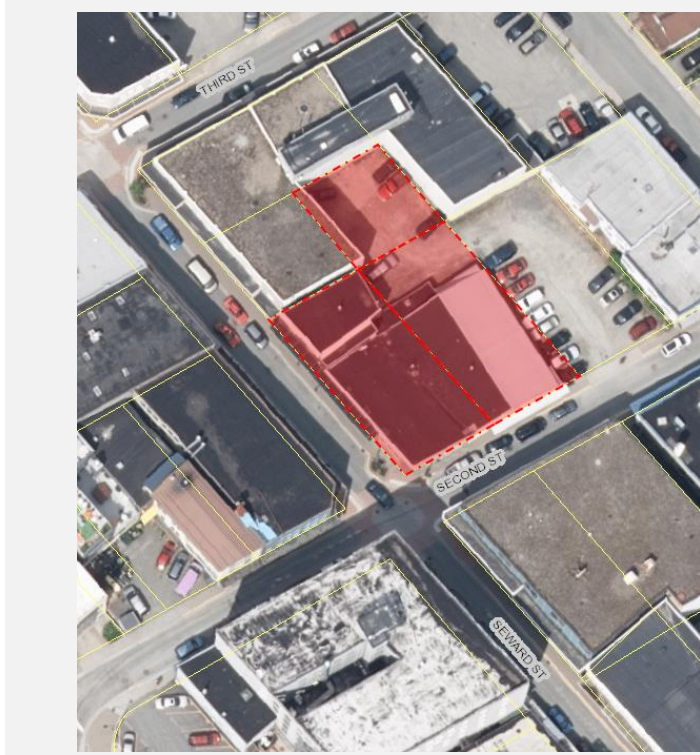
Assembly action is not required for this permit.

STANDARD OF REVIEW:

- Quasi-judicial decision
- Requires five (5) affirmative votes for approval
- Code Provisions:
 - 49.15.330
 - 49.80
 - 49.65.1245

The Commission shall hear and decide the case per 49.15.330(a) Conditional Use Permit. *A conditional use is a use that may or may not be appropriate in a particular zoning district according to the character, intensity, or size of that or surrounding uses. The conditional use permit 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.*

SITE FEATURES AND ZONING



SURROUNDING ZONING AND LAND USES	
North (MU)	Mixed Use
South (ROW)	Second Street
East (MU)	Parking Lot
West (ROW)	Seward Street

SITE FEATURES	
Anadromous	N/A
Flood Zone	N/A
Hazard	N/A
Hillside	N/A
Wetlands	N/A
Parking District	PD-1
Historic District	No
Overlay Districts	Downtown Juneau ADOD

BACKGROUND INFORMATION

Project Description – The applicant requests a Special Use Permit for the development of a marijuana retail store with on-site consumption of edible marijuana products in the Mixed Use (MU) zoning district.

Background – In 2015, CBJ Title 49 Land Use Code was amended to add Marijuana Retail facilities to the Table of Permissible Uses [Ord. 2015-39(am)]. In 2016, the previous owner received a Special Use Permit for a marijuana retail facility (USE2016 0006).

In 2019, the CBJ Municipal Code (Title 36, “Health and Sanitation,” and Title 42, “Penal Code”) was amended to *allow the consumption of marijuana by smoking and edibles in licensed marijuana retail facilities with an Onsite Consumption Endorsement* [Ord. 2019-29(b)(am)]. The previous owner received a modification to USE2016 0006 (USE2020 0016) to allow on-site consumption of edible marijuana products.

CBJ Title 36 was amended to allow smoking of marijuana products in an *establishment licensed under AS17.38 if the smoking is only outdoors*. On-site smoking of marijuana products is not proposed at this time.

CBJ Title 42 was amended to allow consumption of marijuana in *establishments licensed under AS17.38 if the consumption is only edibles inside*.

This application is reviewed as a Marijuana Retail Facility with On-site Consumption. The applicant is required to obtain a license for a Retail Marijuana Store with an On-site Consumption Endorsement from the State of Alaska Alcohol and Marijuana Control Office, and a license from the City and Borough of Juneau.

Item	Summary
USE2016 0006 (Attachment E)	USE permit for retail marijuana establishment
Ord 2019-29(b)(am) (Attachment F)	Ordinance allowing on-site marijuana consumption
USE2020 0016 (Attachment G)	Modification to USE2016 0006 approving on-site consumption

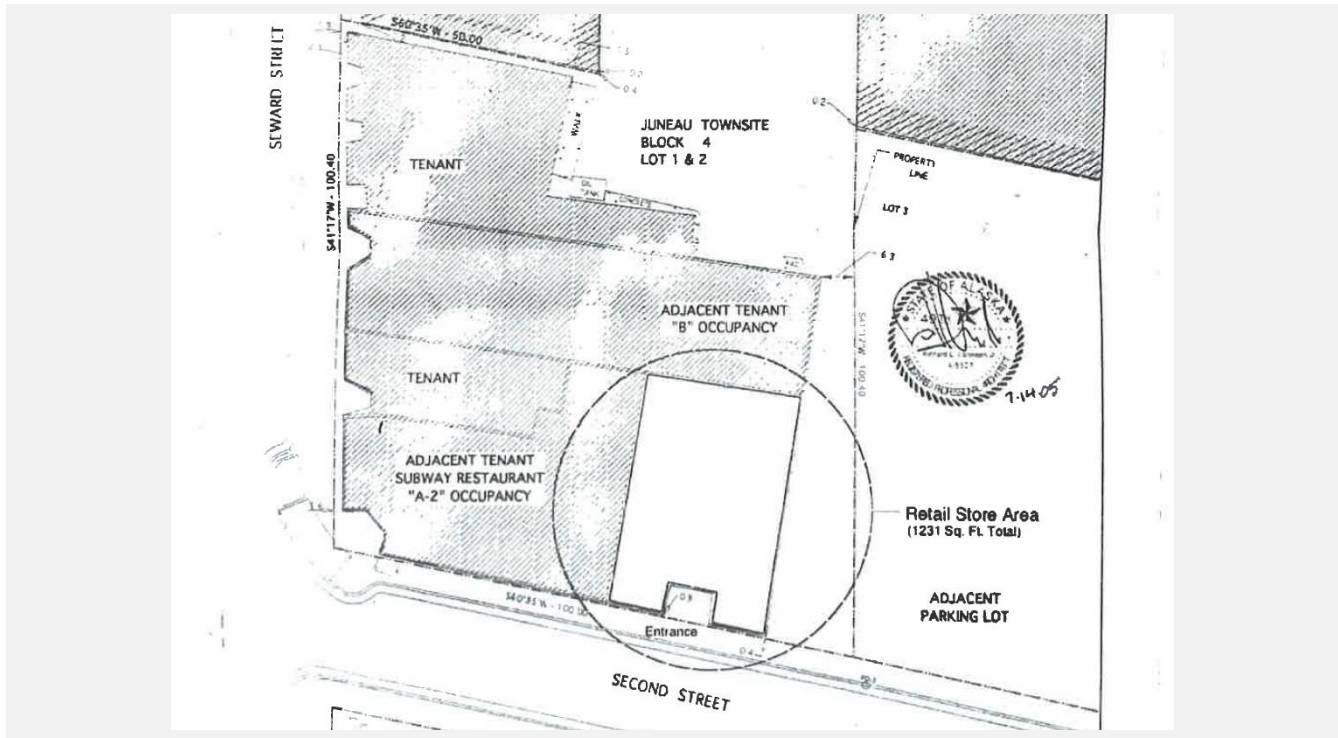
ZONING REQUIREMENTS

The lots are zoned MU. At this time, no alterations to the footprint of the building are proposed. The table below demonstrates the existing dimensional standards for the lots in comparison to the requirements for MU. The structure is located on three fraction lots; buildings on the lots cross interior property lines. Per CBJ 49.30.250(C), a nonconforming situation review is not required, because the proposed renovations are within the existing structure. The property owner is encouraged to seek nonconforming situation review and a lot consolidation.

Standard		Requirement	Existing (No Change)	Code Reference
Lot	Size	4,000 square feet	12,282 square feet*	49.25.400
	Width	50 feet	98 feet*	49.25.400
Setbacks	Front (SE)	0 feet	0 feet	49.25.400
	Rear (NW)	0 feet	70 feet	49.25.400
	Side (NE)	0 feet	6.3 feet	49.25.400
	Side (NW)	0 feet	0 feet	49.25.400
	Street Side(SW)	0 feet	0 feet	49.25.400
Lot Coverage Maximum		No Maximum	60%*	49.25.400
Vegetative Cover Minimum		No Minimum	0%	49.50.300
Height	Permissible	No Maximum	Unknown	49.25.400
	Accessory	No Maximum	Unknown	49.25.400
Maximum Dwelling Units		No Maximum	0	49.25.500
Use		2.300	2.300	49.25.300

*Dimensional standards and lot coverage based upon the combined lot fractions

SITE PLAN



Proposed marijuana retail store and on-site consumption area will be located within the existing retail store area.

ANALYSIS

Project Site and Design – The proposed retail space is located in a building in the MU zoning district. No changes to the building footprint are proposed. The interior of the building will be remodeled to accommodate an on-site consumption area of approximately 320 square feet for edibles, retail area, restricted access staff area, and two bathrooms. Floor plans can be found in Attachment A. The on-site consumption area will be separated from the retail area with a door and wall. The on-site consumption area includes a sales counter and product display. The restricted staff area includes prep areas, product storage area, and a video/file storage area. Security cameras are located in all areas of the building; security plans are on file with the Community Development Department.

According to State of Alaska regulations [AAC306.370], outside marijuana, tobacco, and alcohol cannot be consumed within the on-site consumption area. Only marijuana edibles purchased at the site may be consumed within the on-site consumption area. Additionally, patrons may only be sold edible marijuana products not exceeding 10mg of THC. The applicants' state in the application narrative that they will comply with these regulations (Attachment A).

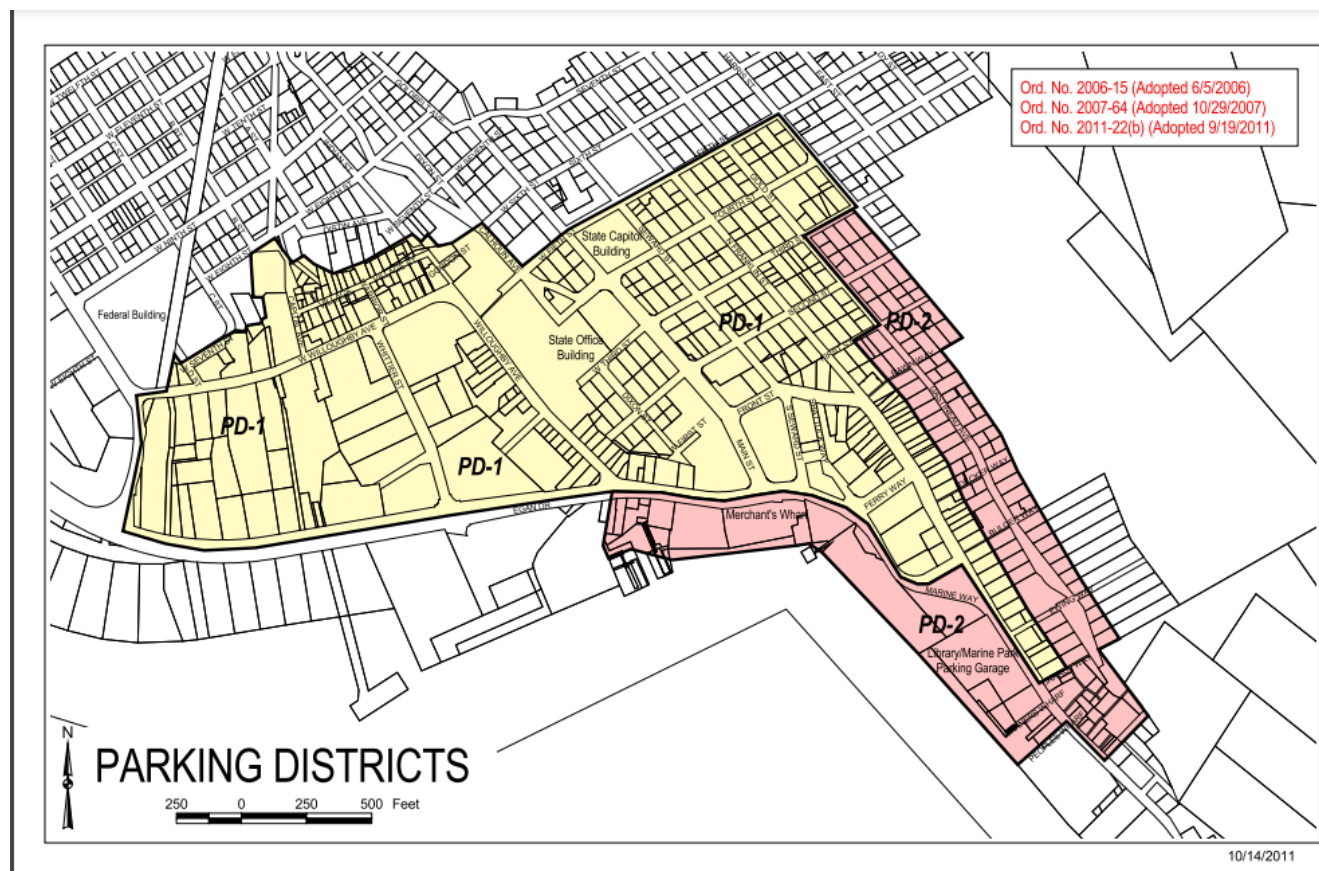
Traffic – According to CBJ 49.40.300(2) a traffic impact analysis is not required. The project will generate less than 250 Average Annual Daily Traffic.

The Institute of Transportation Engineers' Trip Generation Manual (9th Edition) does not have data specifically for the uses proposed. For this application we used similar projections:

- Marijuana retail – Specialty retail
- On-site consumption – Drinking place

Use	Total Sq. Ft.	Trips Generated	Total Trips
Specialty Retail	911	44.32 per 1,000 square feet	40.38
Drinking Place	320	11.34 per 1,000 square feet	3.63
Total ADTs:			44.01

Vehicle Parking & Circulation – The lots are located in the PD-1 Parking District [VBJ 49.40.210(d)(1)]. Parking requirements do not apply to existing buildings in the PD-1 zoning district unless the building is expanded or new construction is proposed. No expansion or new construction is associated with this proposal.



Non-motorized Transportation – There are sidewalks on both sides of Second and Seward Streets.

Proximity to Transit – The nearest bus stop is on South Franklin Street, approximately a 550-foot walk.

Noise – Noise is not expected to be out of character with the existing neighborhood. The proposed marijuana retail store with on-site consumption area will be entirely inside of the existing building. The property is within the downtown area and surrounded by a mixture of uses.

Lighting – No new exterior lighting is proposed.

Vegetative Cover & Landscaping – There is no vegetative cover requirement within the MU zoning district.

Habitat – No habitat regulated by CBJ Title 49 will be affected by this proposal.

Drainage and Snow Storage – No changes to drainage or snow storage are proposed. Renovations will be within the existing building.

Historic District – The lots are not located in the Downtown Historic District.

Hazard Zones – The lots are not located within a mapped hazard area.

Public Health, Safety, and Welfare – No information has been submitted that suggests the proposed marijuana retail facility with on-site consumption will materially endanger the public health, safety, or welfare.

Property Value or Neighborhood Harmony – No information has been submitted that suggests the proposed modified use will negatively affect property values or neighborhood harmony. The proposed modified use is within an existing commercial/retail area and was previously in use as a marijuana retail store since 2016.

SPECIFIED USE REVIEW – CBJ 49.65 ARTICLE XI – MARIJUANA ESTABLISHMENTS

Topic and Code Reference	Summary	Complies	Recommended Condition
49.65.1245(a)(1) Site Plan and Floor Plans	The applicant has submitted a site plan and floor plans (Attachment A).	☒ Yes ☐ No ☐ N/A	
49.65.1245(a)(2) Security Plan	The applicant has submitted a security plan and detailed narrative discussing security for the proposed use (Attachment A). Security Cameras will be installed in the interior and exterior of the building.	☒ Yes ☐ No ☐ N/A	
49.65.1245(a)(3) Waste Disposal	The applicant has submitted a narrative discussing how marijuana waste is handled (Attachment A). Unused marijuana products will be disposed of according to state regulations.	☒ Yes ☐ No ☐ N/A	

Topic and Code Reference	Summary	Complies	Recommended Condition
	Marijuana product is not required to be consumed on-site, it may be taken to-go if state packaging regulations are met. If an edible product is not consumed by a patron, the waste should be collected by staff and stored in a locked enclosure until taken to the landfill.		
49.65.1245(a)(4) Screening	The applicant has submitted a screening plan indicating that they will install window tint to ensure marijuana products are not visible from the right-of-way (Attachment H).	☒ Yes ☐ No ☐ N/A	
49.65.1245(a)(5) Septic System	Not Applicable. Lots are connected to public sewer.	☐ Yes ☐ No ☒ N/A	
49.65.1245(a)(6) and 49.65.1260 Ventilation and Odor Control	The applicant has submitted a discussion of odor management (Attachment A). The applicant will use a carbon filter.	☒ Yes ☐ No ☐ N/A	
49.65.1245(a)(7) Manufacturing Method or Cultivation Method	Not applicable. Permit is for retail.	☐ Yes ☐ No ☒ N/A	
49.65.1245(a)(8) Fungicides, pesticides, fertilizers, and harmful molds	Not applicable. Permit is for retail.	☐ Yes ☐ No ☒ N/A	
49.65.1245(a)(9) Other	Not applicable.	☐ Yes ☐ No ☒ N/A	
49.65.1265(a) Owner/manager must live on site (D1 zoning district)	Not applicable. The lots are in the MU zoning district.	☐ Yes ☐ No ☒ N/A	

Topic and Code Reference	Summary	Complies	Recommended Condition
49.65.1265(b) Setback required (D1 zoning district)	Not applicable. The lots are in the MU zoning district.	☐ Yes ☐ No ☒ N/A	
42.20.230(b)(4) and 36.60.030(a)(2) On-site consumption	On-site consumption of Marijuana edibles is proposed. All consumption must occur within the existing building. An On-site Consumption Endorsement is required.	☒ Yes ☐ No ☐ N/A	

Requirements Applicable to All Marijuana Establishments per 49.65 –

Code Reference	Requirement
49.65.1245(d) State license required	Prior to operation, the applicant shall submit a complete copy of the applicant's approved state license application to the department for review. If the Director determines there are substantive inconsistencies between the state license application and the Special Use Permit application, the Commission shall review the development for consistency with Title 49.
49.65.1245(e) Commission review required	The requested special use permit shall be subject to review by the Commission every five years from the date of issuance. Such review shall be subject to CBJ 49.15.330 except that the Commission may only amend or add conditions if necessary to ensure compliance with this title. If an appeal challenging the amendments to a Use permit is filed, the new conditions shall be stayed and the existing permit shall govern the operations of the marijuana establishment until the conclusion of the appeal. The scope of review on appeal is restricted solely to the amended conditions.
49.65.1250 Hours of operation - retail	Unless otherwise specified by a Special Use Permit, licensed premises may not be open between the hours of 1:00 A.M. and 8:00 A.M., Monday through Sunday. No marijuana may be distributed, sold, or dispensed at a licensed premise when the licensed premise is required to be closed.
49.65.1255 Documents displayed	Prior to operating, the applicant shall display the original CBJ license and required health warnings in accordance with CBJ 49.65.1255. The signs must be displayed in conspicuous locations inside the licensed premise near the main entrance.

Condition: Prior to issuance of a CBJ marijuana retail store license, the applicant shall submit a retail license from the State of Alaska with an on-site consumption endorsement; by approval of this Special Use Permit, the Planning Commission does not take a position as to whether the application to the State satisfies the requirements of the Endorsement, including if the facility is housed within a freestanding building.

AGENCY REVIEW

CDD conducted an agency review comment period between February 15 and February 22, 2022. Agency review comments can be found in Attachment C.

Agency	Summary
CCFR	Will need confirmation that the space has sprinkler coverage *
State of Alaska Alcohol and Marijuana Control Office	No comments.
Juneau Police Department	No comments have been received at the time of writing this staff report.
CBJ Building Division	No comments have been received at the time of writing this staff report.
CBJ General Engineering	No comments have been received at the time of writing this staff report.

* This will be addressed during the building permit review process prior to obtaining CBJ license.

PUBLIC COMMENTS

CDD conducted a public comment period between February 15 and March 4, 2022. Public notice was mailed to property owners within 500 feet of the proposed development. A public notice sign was also posted on site two weeks prior to the scheduled hearing. Public comments submitted at time of writing this staff report can be found in Attachment D.

Name	Summary
Rachel Smith	Supports approval of the Special Use Permit.

CONFORMITY WITH ADOPTED PLANS

The proposed development is in general conformity with the 2013 Comprehensive Plan.

PLAN	Chapter	Page No.	Item	Summary
2013 Comprehensive Plan	11	147	Land Use Designation	Complies with the Traditional Town Center Land Use Designation.
	5	44	Policy 5.1	Proposed development promotes a diverse economy and provides opportunities for employment.
	5	58	Policy 5.11	Proposed development will provide year-round employment and provide tax revenues to support public services.

FINDINGS

Special Use Permit Criteria – Per CBJ 49.15.330 (e) & (f) and CBJ 49.65.1245, Review of Director's & Commission's Determinations, the Director makes the following findings on the proposed development:

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

Analysis: No further analysis needed.

Finding: Yes. The application contains the information necessary to conduct full review of the proposed operations. The application submittal by the applicant, including the appropriate fees, substantially conforms to the requirements of CBJ Chapters 49.15 and 49.65.

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

Analysis: The application is for a marijuana retail facility with on-site consumption. The use is listed at CBJ 49.25.300, 2.300 for the MU zoning district.

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

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

Analysis: The proposed site design complies with Title 49 standards for Marijuana Establishments.

Finding: Yes. With the recommended conditions, the proposed development will comply with Title 49, including parking, lighting, vegetative cover, and provisions for marijuana establishments listed in CBJ 49.65.

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

Analysis: The applicant has provided required security, waste disposal, and screening plans indicating how they will comply with the requirements imposed by Alaska state law.

Finding: No. There is no evidence to suggest that with appropriate conditions, the subsequent building review process, and CBJ license process, that the requested marijuana retail facility with on-site consumption, in a MU zoning district, will materially endanger the public health or safety.

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

Analysis: The site is an established retail facility within a mixed use area.

Finding: No. There no evidence to suggest that with appropriate conditions, the requested marijuana retail facility with on-site consumption, in a MU zoning district will substantially decrease the value or be out of harmony with the property in the neighboring area.

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

Analysis: The Comprehensive Plan supports a diverse, innovative, local economy. Additionally, the proposed use complies with the Traditional Town Center land use designation.

Finding: Yes. The proposed requested marijuana retail facility with on-site consumption, with the recommended conditions, will be in general conformity with the 2013 Comprehensive plan.

RECOMMENDATION

Staff recommends the Planning Commission adopt the Director's analysis and findings and APPROVE WITH CONDITIONS the requested Special Use Permit. The permit would allow the development of a marijuana retail store with on-site consumption of edible marijuana products.

The approval is subject to the following conditions:

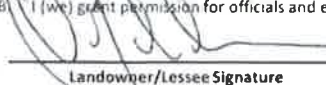
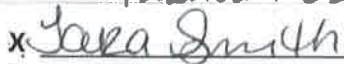
1. Prior to issuance of a CBJ marijuana retail store license, the applicant shall submit a retail license from the State of Alaska with an on-site consumption endorsement; by approval of this Special Use Permit, the Planning Commission does not take a position as to whether the application to the State satisfies the requirements of the Endorsement, including if the facility is housed within a freestanding building.

STAFF REPORT ATTACHMENTS

Item	Description
Attachment A	Application Packet
Attachment B	Abutters Notice and Public Notice Sign Photo
Attachment C	Agency Comments
Attachment D	Public Comments
Attachment E	USE2016 0006 Notice of Decision
Attachment F	Ord. 2019-29(b)(am)
Attachment G	USE2020 0016 Notice of Decision
Attachment H	Screening Plan

JUNEAU DEVELOPMENT PERMIT APPLICATION

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

To be completed by Applicant	PROPERTY LOCATION	
	Physical Address 201 Seward Street Juneau AK 99801	
	Legal Description(s) (Subdivision, Survey, Block, Tract, Lot) Juneau Townsite BL 4 LT 1, 2, & 7 FR	
	Parcel Number(s) 1C070A040010	
	This property located in the downtown historic district	
	This property located in a mapped hazard area, if so, which _____	
	LANDOWNER/ LESSEE	
	Property Owner Goldstein Improvement Company	Contact Person Daniel Glidmann
	Mailing Address 130 SEWARD ST STE 001 JUNEAU AK 99801	Phone Number(s) 907 321 0790
	E-mail Address glidmann@gmail.com	
LANDOWNER/ LESSEE CONSENT Required for Planning Permits, not needed on Building/ Engineering Permits		
I am (we are) the owner(s) or lessee(s) of the property subject to this application and I (we) consent as follows: A. This application for a land use or activity review for development on my (our) property is made with my complete understanding and permission. B. I (we) grant permission for officials and employees of the City and Borough of Juneau to inspect my property as needed for purposes of this application.		
X  _____ Landowner/Lessee Signature		
X _____ Landowner/Lessee Signature		
Date 11/5/2021		
Date _____		
NOTICE: The City and Borough of Juneau staff may need access to the subject property during regular business hours and will attempt to contact the landowner in addition to the formal consent given above. Further, members of the Planning Commission may visit the property before the scheduled public hearing date.		
APPLICANT If the same as OWNER, write "SAME"		
Applicant Blissful Awakenings LLC	Contact Person Tara Smith	
Mailing Address PO Box 33115 Juneau AK 99803	Phone Number(s) 907 209 2787	
E-mail Address taraanne2888@gmail.com		
x  _____ Applicant's Signature		
Date of Application 11/05/2021		

DEPARTMENT USE ONLY BELOW THIS LINE

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

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

Attachment A - Application Packet

Intake Initials JPM	Case Number 44-22-001
Date Received 1/11/22	



ALLOWABLE/CONDITIONAL USE PERMIT APPLICATION

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

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

To be completed by Applicant

PROJECT SUMMARY

Special Use Permit for a marijuana facility with on-site consumption

TYPE OF ALLOWABLE OR CONDITIONAL USE PERMIT REQUESTED

☐ Accessory Apartment – Accessory Apartment Application (AAP)

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

Table of Permissible Uses Category: 2.300

IS THIS A MODIFICATION or EXTENSION OF AN EXISTING APPROVAL?

☐ YES – Case # _____

☒ NO

UTILITIES PROPOSED

WATER: ☒ Public ☐ On Site

SEWER: ☒ Public ☐ On Site

SITE AND BUILDING SPECIFICS

Total Area of Lot 12,282 square feet Total Area of Existing Structure(s) _____ square feet

Total Area of Proposed Structure(s) _____ square feet

EXTERNAL LIGHTING

Existing to remain

☒ No

☐ Yes – Provide fixture information, cutoff sheets, and location of lighting fixtures

Proposed

☐ No

☐ Yes – Provide fixture information, cutoff sheets, and location of lighting fixtures

ALL REQUIRED DOCUMENTS ATTACHED

☐ Narrative including:

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

If this is a modification or extension include:

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

☐ Plans including:

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

DEPARTMENT USE ONLY BELOW THIS LINE

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

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

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

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

Attachment A - Application Packet

Case Number	Date Received
USE 22-001	1/11/21

**Project Description and Plan Narrative
Blissful Awakenings, LLC
Marijuana Retail Store with Onsite Consumption
216 2nd Street
Juneau, AK**

GENERAL INFORMATION

Applicant:	Blissful Awakenings, LLC
Property Owner:	Goldstein Improvement Co.
Property Address:	216 2nd Street
Legal Description:	Juneau Townsite BL 4 LT 1, 2 & 7 FR
Parcel Code Number:	1-C07-0-A04-001-0
Site Size:	12,282 Square feet
Comprehensive Plan Future Land Use Designation:	Traditional Town Center (TTC)
Zoning:	Mixed Use (MU)
Utilities:	CBJ Water & Sewer
Access:	Second Street
Existing Land Use:	Cannabis Retail Store w/onsite consumption approval

Request: The current lease holder of the lease space at 216 2nd street would like to renew the space as it has been in the past 5 years, used as a retail marijuana store since November 2016 with the approval of on-site consumption in September 2020. I would like to continue to use this space for a retail marijuana with adding in on-site consumption (edible style - no smoking or vaping) to provide a safe and monitored space for the community and future guests of Juneau. I was employed by the former LLC from October 2019 to August 2021 and currently, I am in the process of obtaining my State and City Marijuana License approvals.

Uses of Premises: Marijuana Retail Store with onsite consumption

Lease Holder: Blissful Awakenings, LLC

DBA: The Canna Capital

Site/Project Information:

- Area 1232 Sq Ft
- Accessibility A2 occupancy
- Separations Adjacent (a 2) Subway/Good Vibes Cafe, Adjacent "B" Business.
- Zoning District Mixed Use
- Building Height 18ft
- Occupancy 50 People
- **Previous Known Permits:** Special Use Permit 2016 0006

Scope: If all license on the state and city level are approved, to follow regulations, the retail and on-site area must be separated by a wall and a door with a lock. (See Example 1 - current floor plan as it is.)

To do this, two small non load bearing wall will be installed to separate the two spaces with an entrance with a door into the on-site consumption.

Security doors will be put in.

A small kitchen window with a counter will be installed on the long side of the current "L" shaped wall and new counters will also be added.

New flooring will be installed, a register counter in the retail area, new window tint, table and chairs and fresh paint.

Construction :

A small wall will be added near the entrance of the facility to the beam in the middle of the store to separate the consumption area from retail. In this wall a door frame and door will be placed for entrance into the on-site area. (See Example 2 - light pink writing with a star symbol)



From the middle beam to the "L" shaped non load bearing wall, another small non load bearing wall will be added to fully separate the retail and on-site consumption. (See Example 2 - dark pink writing with bullseye)



The current layout already has an "L" shaped non load bearing wall. With this wall and the current damages, a window frame with a counter will be installed. (See Example 2 - purple writing with triangle symbol)



On the short side of the "L" wall, a counter display will be built in, for product display. (See Example 2 - brown writing with diamond symbol)



Security Doors will be added to appropriate access points to separate licensed areas as well as restricted access areas. Counters will also be installed. (See Example 3 - Final Floor Plan with color coding and key legend)

Hours of operation : This operation will be open for business from 8am-11pm, 7 days per week. Most of the businesses will be done during the daytime during regular business hours.

Odor management : To ensure total odor air filtration, there are several important factors to consider. We will be using a carbon grade RC-48 filter for odor filtration.

Waste management : Excess waste will be disposed of in the landfill. Our garbage will be in a locked room until pick-up. Cannabis related products will be disposed of according to State regulations.

Unsalable products and unconsumed products will be disposed of according to state regulations

Once unsalable product is recorded in a waste log, it can then be moved out of the restricted access and stored in the locked garbage area until disposed of properly.

We will give the board at 3 days notice in the marijuana inventory tracking system required under AS 3 AAC 306.730 before making the waste unusable and disposing of it.

Trash will be located in a locked area outside of premises and disposed of on a bi-weekly basis.

Security : The facility premises will be protected by a surveillance recording system that will have cameras positioned to view the entire perimeter of the area of the licensed retail and onsite consumption premises. Cameras will be operating 24 hours per day, 7 days per week, both inside and outside of the premises as required by State regulations.

Employees will be required to be trained on site specific security protocols and procedures prior to employment.

Guest and Visitors :

Guest must be 21 years of age to enter retail and on-site consumption . Guests will be need to verify a valid ID at the door to ensure they are 21 years of age. Once guest age is verified they will be allowed to enter the retail to make their purchase. They will have the choice of consuming their edible purchase on-site or their purchase will be placed in an opaque bag to leave the store with consumer. Guest will not be allowed to bring in out-side products to consume. If guest would like to consume their current edible purchase on-site, they will make their purchase and enter to consumption side, where seating will be available and they will be served up to 25mg of their edible purchase by the budtender. The guests remaining mg from edible purchase will be stored in the back restricted area with bud tenders. The guests will be able to pick up the remaining of their purchase prior to exiting the retail store.

There are two uni-sex bathrooms with sanitation areas. One of these bathrooms will be available for guests and visitors, and the other will be for the employees.

The processes for admitting visitors into and escorting them through restricted access areas will require guests to sign in with name, age, date and time of entrance and time of exit, name of person escorting visitor and guests' driver's license information. Employee's who have a Marijuana handlers card will escort visitor at all times. Information will be stored in a locked file cabinet in the safe room for record keeping.

Visitors will be required to wear a "visitor pass" connected to a lanyard for the entire duration of the visit. Unescorted members of the public will be prohibited from entering restricted access areas.

Employees : In the beginning, it will be the 1 owner, 1 GM and 3-6 employees, with the hopes of continue to expand.

Each employee, or agent who sells, cultivates, manufactures, tests, or transports marijuana or a marijuana product, or who checks the identification of a consumer or visitor, shall obtain a marijuana handler

permit from the Marijuana Control Board before beginning employment.

Employees will be required to be trained to administer specific consumption protocols and procedures prior to employment.

An identification badge will be displayed and worn by each licensee, employee, or agent while on the premises.

Two uni-sex bathrooms, and sanitation area will be available for employees and guests.

Employees will be required to be trained on on-site specific security protocols and procedures prior to employment. Employee will be informed on how to handle each specific situation and how to stay safe when it occurs.

A detailed report will be made and saved on-site each time an action has been taken when security has been breached.

Diversion of Product : Policies and procedures for preventing diversion of marijuana or marijuana product will include:

- RFID tags on all products and plants.
- A marijuana inventory tracking system designed by tracking systems, capable of sharing information with the system the board implements to ensure tracking for the reasons listed above, will be used.
- Products will be stored in a safe for the entire duration while awaiting sale.
- Signed manifest by the buyer of the goods will be kept for on-site record.
- Sound alarms will be installed.
- Security Systems signs will alert intruders of security measures.
- Lighting both and indoor exterior will allow for product to be monitored sufficiently via video surveillance.
- Products will be locked in a fire resistant safe.
- Access to safe will be limited only to the owner and limited staff.
- Signed inventory declarations of products being stored will be accounted for an updated on a daily basis.

- A camera will be placed in the room where the point of sale of product will take place.
- All marijuana packaged will be weighed on a scale certified in compliance with AS 3 AAC 306.745.
- Marijuana product will be prepared, packaged, and secured for pick-up in child resistant, opaque bags. Bags will have a manifest with tracking and testing information attached at all times.
- Locked containers from purchaser will be required prior to product leaving facility.
- No product will be sold or given possession to anyone without a marijuana handlers card and manifest of transportation, and receipt of product paid.
- Commercial grade locks placed on all doors.

Parking : We have 1 parking spaces available to use. Guest and customers may use street parking.

Parking spaces are 8.5' wide by 16' long.

Delivery : Delivery services will not be made available.

Vegetative cover: No vegetative cover is required in the MU zoning district.

Neighborhood Harmony : We have identified the neighborhood and found that this location meets all state regulations and current zoning ordinances. I have identified all school, churches, and daycare facilities and have found that this location is out of site and is outside of the buffer required by the State of Alaska. I have determined that our operations will not negatively affect the operations of surrounding homes or business. Of the immediate areas for consideration are a bank, Subway/Good Vibes, a neighboring restaurants and a few gift shops. Of these businesses, none will be negatively affected by our operation.

Signage : A sign will be placed above the entrance of the building. The sign will be no larger than 24"X24" and will be placed next to the main entrance.

Security signs will be placed on exterior of building to prevent loitering and theft.

Signage required by CBJ ordinances as well as the State of Alaska will be appropriately placed in areas visible to public.

Hand washing signs for employees will be placed in bathroom and towel dispenser

Health and Sanitation : Cleaning of entire retail space will take place hourly and before and after shift changes. We will be using food grade and non-toxic cleaning supplies. A hourly task list will be provided and a cleaning checklist for before and after shift changes. Documents pertaining to cleaning schedules will be retained and saved for record keeping.

The use of small dehumidifiers will keep the air free of humidity and reduce the amount of mold and bacteria in the room. Properly cleaned carbon filtered ventilation will also allow for further sanitation to take place. Laborers are required to wash hands regularly. Before and after using bathroom as well as before and after leaving work.

Utensils and tools will be cleaned as needed to prevent cross contamination.

All food preparation and consumption will follow State DEC regulated guidelines and laws.

On-Site Record Keeping : In addition to standard operating procedures, several items will be stored on-site in a locked file cabinet. These files will be located in the safe room and will be restricted only to certain personnel and authority. Items to be stored on-site include:

- All books and records necessary to fully account for each business transaction conducted for the current year and three preceding calendar years (when applicable); records for the last six months are maintained on the marijuana establishment's licensed premises.
- A current employee list setting out the full name and marijuana handler permit number of each licensee, employee, and agent.
- The business contact information for vendors that maintain video surveillance systems and security alarm.
- Systems for the licensed premises.

- Records related to advertising and marketing.
- A current diagram of the licensed premises including each restricted access area.
 - A log recording the name, and date and time of entry of each visitor permitted into a restricted access area.
 - All records normally retained for tax purposes.
 - Accurate and comprehensive inventory tracking records that account for all marijuana inventory activity from seed or immature plant stage until the retail marijuana or retail marijuana product is sold to a consumer, to another marijuana establishment, or destroyed.
 - Transportation records for marijuana and marijuana product as required under 3 AAC 306.750(f).
 - Expiration dates of Marijuana Handler Cards for employees.

To prevent these records from being lost or destroyed, a copy of all records will be made and stored off-site after the period of required record retention expires. Copies of records and files will be constantly updated and made in duplicate for the purposes of having back-up copies available when needed.

Other Notes:

- Employees will monitor consumption at all times and limit the number of customers in the onsite consumption area to ensure staff can adequately monitor consumption areas at all times.
- Smoking and Vaping will not be allowed.
- Customers are allowed a maximum of 25 mg of THC per day for onsite consumption.
- Customers displaying signs of being under the influence of any kind of substance during ID check at the front door, the customer not be allowed to consume or purchase.
- All cannabis products that are consumed must be purchased from this establishment and can only be consumed during the same visit that purchase is made.
- It is not required that products have to be consumed during visit. Unconsumed or unfinished products may be taken to-go as long as they meet state packaging requirements.

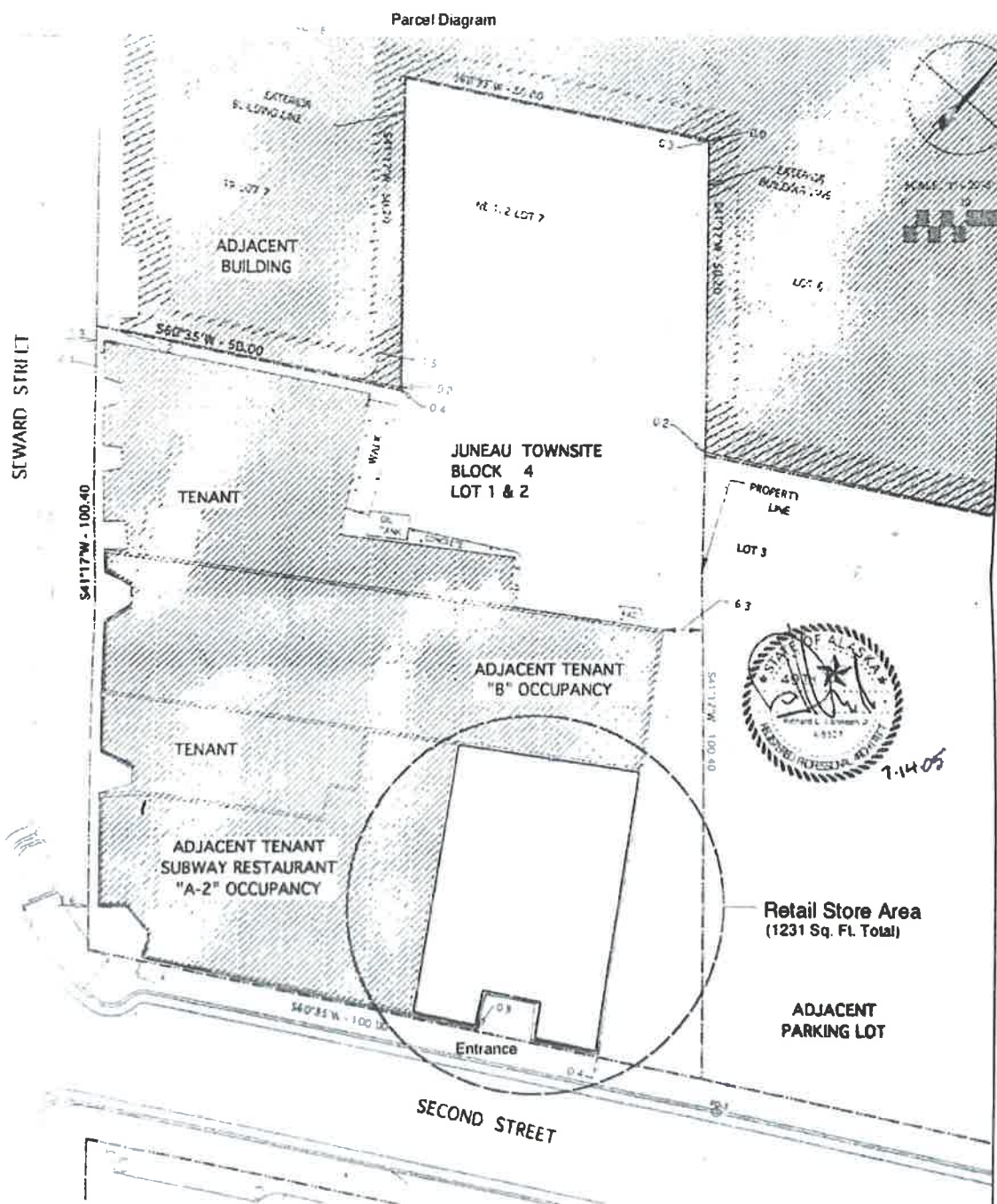
Area Features:

North	-	Mixed Use – retail/Canvas Arts/REACH
South	-	Mixed Use – retail/office space/Wells Fargo
East	-	Mixed Use – commercial/retail/residential
West	-	Mixed Use – retail/office space/Subway

Vicinity Map

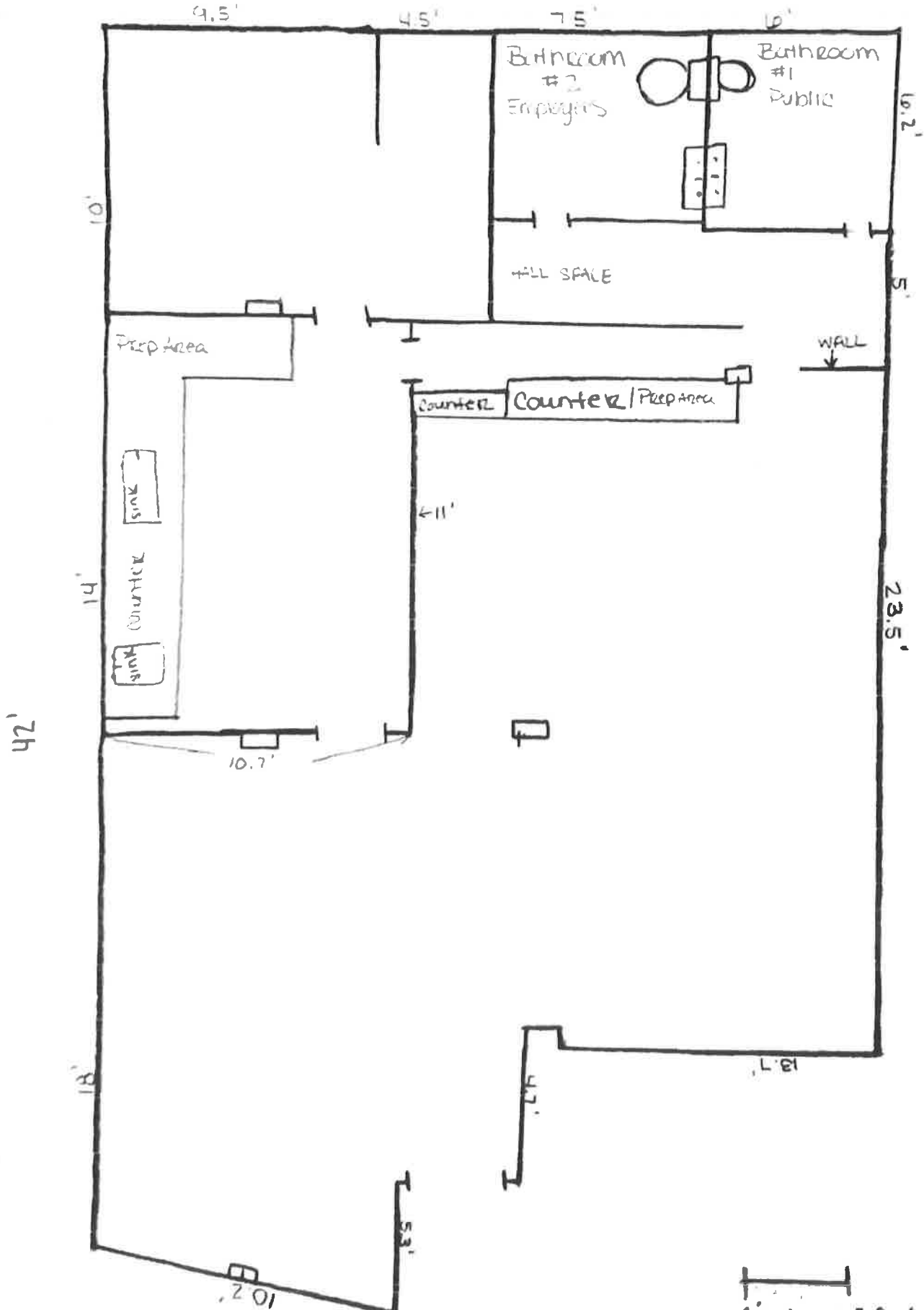


Parcel Diagram:



Example: 1

← North

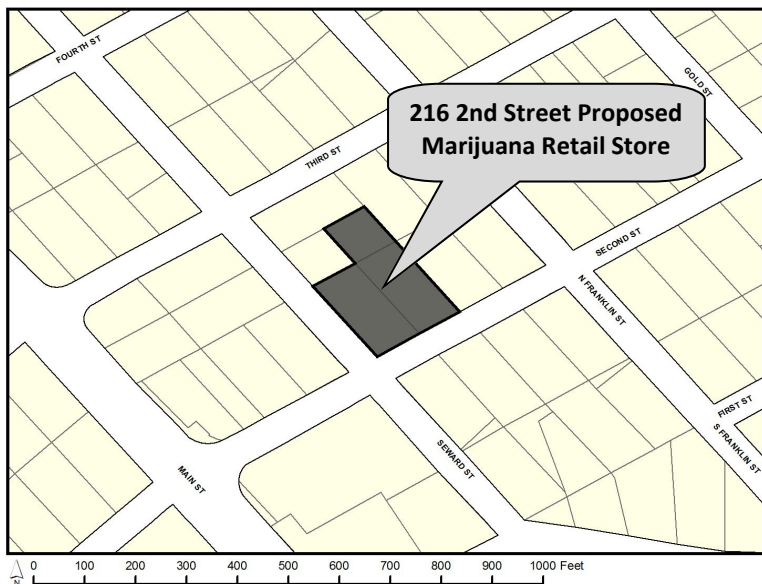


2nd Street

Invitation to Comment

On a proposal to be heard by the CBJ Planning Commission

Your Community, Your Voice



COMMUNITY DEVELOPMENT

155 S. Seward Street Juneau, Alaska 99801

TO:

An application has been submitted for consideration and public hearing by the Planning Commission for a **Conditional Use Permit for a marijuana retail store with onsite consumption of edible marijuana products at 216 2nd Street** in a **Mixed Use Zone**.

TIMELINE

Staff Report expected to be posted February 28, 2022, at <https://juneau.org/community-development/planning-commission>. Find hearing results, meeting minutes and more here as well.

Now noon, Mar. 4

Comments received during this period will be sent to Commissioners to read in preparation for the hearing. The planner handling this case, **Adrienne Scott**, will also read any written comments that are received. You may also contact him via the phone number below.

HEARING DATE & TIME: 7:00 pm, Mar. 8, 2021

This virtual meeting will be by video and telephonic participation only. To join the Webinar, visit: <https://juneau.zoom.us/j/87830813954> . The Webinar ID is: 878 3081 3954 . To join by telephone, call: +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833 or +1 301 715 8592 or +1 312 626 6799 or +1 929 436 2866 and enter the Webinar ID.

Mar. 9

The results of the hearing will be posted online.

Phone: (907)586-0715 ext. 4208 ♦ Email: pc_comments@juneau.org
Mail: Community Development, 155 S. Seward St, Juneau AK 99801

Printed February 14, 2022

Case No.: USE2022 0001
Parcel No.: 1C070A040010
CBJ Parcel Viewer: <http://epv.juneau.org>



RAINFOREST
FARMS

NOTICE 586-0715
MARIJUANA STORE
WITH
ONSITE CONSUMPTION
USE 20220001
Conditional Use Permit for a marijuana
retail store with onsite consumption of
edible marijuana products
HEARING DATE: 3/8/2022

From: [Dan Jager](#)
To: [Adrienne Scott](#)
Subject: Re: Conditional Use Permit application for marijuana retail with onsite consumption
Date: Thursday, February 17, 2022 2:29:06 PM
Attachments: [USE22-01 AGENCY COMMENTS FORM.pdf](#)
[APP USE22-01.pdf](#)

Hi Adrienne, the only thing I need confirmation on is that this space has sprinkler coverage since an A2 occupancy with occupant load of 50 requires sprinklers. Other than that I don't think there is anything else. Thanks!

Dan

Sent from my iPhone

On Feb 16, 2022, at 3:46 PM, Adrienne Scott <Adrienne.Scott@juneau.org> wrote:

Good afternoon,

The Community Development Department received an application for a marijuana retail store with onsite consumption, which is scheduled to be heard by the Planning Commission on March 8th. This location was previously approved through a Conditional Use Permit modification for onsite consumption, however this is a new applicant. See attached application.

Please let me know if you have any questions, and provide any comments on this project by **February 22nd**.

Thank you,

Adrienne Scott (she/her/hers) | **Planner I**
[Community Development Department](#) | City & Borough of Juneau, AK
Location: 230 S. Franklin Street, 4th Floor Marine View Building
Office: 907.586.0753 ext. 4208

Fostering excellence in development for this generation and the next.

Adrienne Scott

From: Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov>
Sent: Thursday, February 17, 2022 3:56 PM
To: Johnson, Steven M (CED); Adrienne Scott
Cc: Marijuana Licensing (CED sponsored)
Subject: RE: Conditional Use Permit application for marijuana retail with onsite consumption

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

Good afternoon, Adrienne,

Marijuana Licensing does not have any comments either, but thank you for the information.

Sincerely,



Jacqlene Drulis
 Local Government Specialist
 Alcohol & Marijuana Control Office (AMCO)
 550 West 7th Avenue, Suite 1600
 Anchorage, Alaska 99501
 (907) 334-2195

From: Johnson, Steven M (CED)
Sent: Thursday, February 17, 2022 8:20 AM
To: Adrienne Scott <Adrienne.Scott@juneau.org>
Cc: Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov>
Subject: RE: Conditional Use Permit application for marijuana retail with onsite consumption

Ms. Scott,
 I do not have any comment from an enforcement perspective. I have included marijuana licensing in this to see if they have any information and/or comment.

Respectfully,

Investigator Steven M. Johnson

From: Adrienne Scott [<mailto:Adrienne.Scott@juneau.org>]
Sent: Wednesday, February 16, 2022 15:48
To: Johnson, Steven M (CED) <steven.johnson@alaska.gov>
Subject: Conditional Use Permit application for marijuana retail with onsite consumption

You don't often get email from adrienne.scott@juneau.org. [Learn why this is important](#)

CAUTION: This email originated from outside the State of Alaska mail system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon Mr. Johnson,

The CBJ Community Development Department received an application for a marijuana retail store with onsite consumption, which is scheduled to be heard by the Planning Commission on March 8th. This location was previously approved through a Conditional Use Permit modification for onsite consumption, however this is a new applicant. See attached application.

I understand the State has its own separate licensing process, but wanted to provide the opportunity to comment.

Thank you,

Adrienne Scott (she/her/hers) | **Planner I**

Community Development Department | City & Borough of Juneau, AK

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

Office: 907.586.0753 ext. 4208



Fostering excellence in development for this generation and the next.

From: [Johnson, Steven M \(CED\)](#)
To: [Adrienne Scott](#)
Cc: [Marijuana Licensing \(CED sponsored\)](#)
Subject: RE: Conditional Use Permit application for marijuana retail with onsite consumption
Date: Thursday, February 17, 2022 8:20:29 AM

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

Ms. Scott,

I do not have any comment from an enforcement perspective. I have included marijuana licensing in this to see if they have any information and/or comment.

Respectfully,

Investigator Steven M. Johnson

From: Adrienne Scott [mailto:Adrienne.Scott@juneau.org]
Sent: Wednesday, February 16, 2022 15:48
To: Johnson, Steven M (CED) <steven.johnson@alaska.gov>
Subject: Conditional Use Permit application for marijuana retail with onsite consumption

You don't often get email from adrienne.scott@juneau.org. [Learn why this is important](#)

CAUTION: This email originated from outside the State of Alaska mail system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon Mr. Johnson,

The CBJ Community Development Department received an application for a marijuana retail store with onsite consumption, which is scheduled to be heard by the Planning Commission on March 8th. This location was previously approved through a Conditional Use Permit modification for onsite consumption, however this is a new applicant. See attached application.

I understand the State has its own separate licensing process, but wanted to provide the opportunity to comment.

Thank you,

Adrienne Scott (she/her/hers) | **Planner I**
[Community Development Department](#) | City & Borough of Juneau, AK
 Location: 230 S. Franklin Street, 4th Floor Marine View Building
Office: 907.586.0753 ext. 4208



Fostering excellence in development for this generation and the next.

From: Rachel Smith <smith.r927@gmail.com>
Sent: Wednesday, February 23, 2022 7:08 AM
To: PC_Comments
Subject: USE20220001 The Canna Capital

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

To whom it may concern,

Please consider the approval of the on-site consumption conditional use permit for this business. I would love nothing more than to see this business succeed, as the owner is a very strong woman who has overcome so much adversity in her life, and still charges forward with the courage to pursue her dreams and provide for herself and her children. I proudly support this business and the woman behind it. Thank you for your time and consideration!

Respectfully,

Rachel E. Smith



Community Development

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

PLANNING COMMISSION NOTICE OF DECISION

Date: May 11, 2016
File No.: USE2016 0006

Rainforest Farms, LLC
PO Box 21714
Juneau, AK 99802

Application For: Conditional Use Permit for a marijuana retail establishment in the Mixed Use zoning district.
Legal Description: Juneau Townsite Block 4 Lot 1, 2 & 7 Fraction
Property Address: 216 2nd Street
Parcel Code No.: 1-C07-0-A04-001-0
Hearing Date: May 10, 2016

The Planning Commission, at its regular public meeting, adopted the analysis and findings listed in the attached memorandum dated April 28, 2016 and approved the development of a marijuana retail establishment in the Mixed Use zoning district to be conducted as described in the project description and project drawings submitted with the application and with the following conditions:

1. The two lower eastern facing windows and all southeast facing doors and windows shall be shielded with an opaque glass or material that will prevent product from being viewed from outside the premises.
2. Lines waiting for entrance into the retail marijuana establishment may not obstruct the public right-of-way.
3. All windows and doors to the retail establishment shall be armed with an alarm.
4. Each door shall have either a grade 2 lock with deadbolt or grade 1 lock.
5. Charcoal filters shall be replaced no less than once annually or according to manufacturer specifications, whichever is sooner.
6. Security cameras shall have an unobstructed view of each doorway and loading zone.
7. Security cameras shall have an unobstructed view of the regular activity without sight blockage from fixtures or other displays in the retail area of the establishment.
8. Security cameras shall have a battery back-up system installed capable of recording for 24 hours; all batteries shall be replaced once annually.
9. Prior to the issuance of a Certificate of Occupancy, all security devices shall be inspected to ensure they are fully operational.
10. This CUP expires if the applicant does not receive a state marijuana license approval within 18 months.
11. The applicant has notice of pending legislation (Ordinance 2015-38) that may affect this approval. The

Rainforest Farms, LLC.
 File No.: USE2016 0006
 May 11, 2016
 Page 2 of 2

applicant will comply with all requirements that Ordinance 2015-38 imposes when it is passed even if more restrictive than the approved conditions of USE2016 0006. If the Director determines that Ordinance 2015-38 imposes more substantial submittal requirements and/or more restrictive approval requirements than what was analyzed or imposed by this permit the Director may schedule USE2016 0006 for further review by the Planning Commission within three months of the adoption of Ordinance 2015-38.

Attachments: April 28, 2016 memorandum from Chrissy Steadman, Community Development, to the CBJ Planning Commission regarding USE2016 0006.

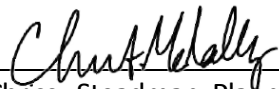
This Notice of Decision does not authorize construction activity. Prior to starting any project, it is the applicant's responsibility to obtain the required building permits.

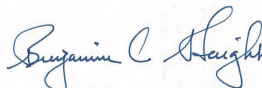
This Notice of Decision constitutes a final decision of the CBJ Planning Commission. Appeals must be brought to the CBJ Assembly in accordance with CBJ §01.50.030. Appeals must be filed by 4:30 P.M. on the day twenty days from the date the decision is filed with the City Clerk, pursuant to CBJ §01.50.030 (c). Any action by the applicant in reliance on the decision of the Planning Commission shall be at the risk that the decision may be reversed on appeal (CBJ §49.20.120).

Effective Date: The permit is effective upon approval by the Commission, May 10, 2016.

Expiration Date: The permit will expire 18 months after the effective date, or November 10, 2017 if no Building Permit has been issued and substantial construction progress has not been made in accordance with the plans for which the development permit was authorized. Application for permit extension must be submitted thirty days prior to the expiration date.

Project Planner:


 Chrissy Steadman, Planner
 Community Development Department


 Ben Haight, Chair
 Planning Commission



Filed With City Clerk

May 17, 2016

Date

cc: Plan Review

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

Presented by: COW
Introduced: 06/24/2019
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2019-29(b)(am)

AN ORDINANCE AMENDING THE CBJ CODE TO ALLOW FOR THE CONSUMPTION OF MARIJUANA BY SMOKING AND EDIBLES IN LICENSED MARIJUANA RETAIL FACILITIES WITH AN ONSITE CONSUMPTION ENDORSEMENT.

BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

Section 2. Amendment of Section. CBJC 36.60.010 Smoking prohibited, is amended to read:

36.60.010 Smoking prohibited.

- (a) Except as provided in CBJ 36.60.030, smoking is prohibited:
- (1) In enclosed public places;
 - (2) In enclosed areas that are places of employment;
 - (3) In vehicles and enclosed areas owned by the City and Borough of Juneau, including the Juneau School District;
 - (4) In commercial passenger vehicles regulated by the City and Borough under CBJ 20.40;
 - (5) In bus passenger shelters;
 - (6) In private clubs that are licensed by the State of Alaska to sell marijuana or alcoholic beverages, or that offer food for sale, regardless of the number of employees;
 - (7) In indoor or outdoor areas designated by "No Smoking" signs meeting the requirements of CBJ 36.60.035;

- (8) Outdoors within ten feet of playground equipment located at a public or private school or a state or municipal park while children are present;
- (9) Outdoors within ten feet of an entrance to a bar or restaurant that serves alcoholic beverages;
- (10) Outdoors within 20 feet of an entrance, open window, or heating or ventilation system air intake vent of any building area within which smoking is prohibited by this chapter; and
- (11) Outdoors within a reasonable distance, as determined by the owner or operator, of an entrance, open window, or heating or ventilation system air intake vent of:
 - (i) A vessel covered by this chapter; or
 - (ii) A long term care facility as defined in A.S. 47.62.090.

...

Section 3. Amendment of Section. CBJC 36.60.030 Exceptions; areas where smoking is not prohibited, is amended to read:

36.60.030 Exceptions; areas where smoking is not prohibited.

- (a) Unless otherwise prohibited by state or federal law, smoking is not prohibited in the following places:
 - (1) Private residences, including those used as a place of employment, provided this exception does not apply at any time the private residence is open for use as a child care, adult care, or health care facility;
 - (2) An establishment licensed under AS 17.38 if the smoking is only outdoors in accordance with regulations adopted by the Marijuana Control Board created under AS 17.38.080;
 - (3) Private enclosed areas in nursing homes or assisted living facilities;
 - (4) Reserved;
 - (5) Performers smoking as part of a stage performance;
 - (6) Reserved;

- (7) Reserved;
- (8) Federal or state property, or those portions of buildings leased by the federal or state government; and
- (9) Private property used for residential incarceration under contract to a federal or state correctional agency.

(b) The owner, operator, or manager of property may by permanently affixing a sign thereon, waive any exception provided in subsection (a) of this section.

Section 4. Amendment of Section. CBJC 42.20.230 Consumption of marijuana in a public place prohibited, is amended to read:

42.20.230 Consumption of marijuana in a public place prohibited.

- (a) Consumption of marijuana in a public place is prohibited.
- (b) For purposes of this section:
 - (1) Consumption means ingesting, inhaling or otherwise introducing marijuana into the human body.
 - (2) Marijuana has the same meaning as in Alaska Statute 17.38.900.
 - (3) Public place means a place, enclosed or unenclosed, to which the public or a substantial group of persons has access, including, but not limited to:
 - (A) Public streets, alleys, sidewalks, easements, trails or other ways dedicated or held for public vehicular or pedestrian use, including parking lots owned or operated by the municipality;
 - (B) Transportation facilities;
 - (C) Schools;
 - (D) Places of amusement or business;
 - (E) Parks;

(F) Playgrounds;

(G) Correctional facilities; and

(H) The common areas of public or private buildings and facilities.

(4) Public place does not mean an establishment licensed under AS 17.38 if the consumption is only edibles inside or is only outdoors and the consumption is in accordance with regulations adopted by the Marijuana Control Board created under AS 17.38.080.

(c) Consumption of marijuana in a public place is an infraction.

Section 5. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this 22nd day of July, 2019.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk



Planning Commission

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

PLANNING COMMISSION NOTICE OF DECISION

Date: September 9, 2020
File No.: USE2020 0016

Rainforest Farms, LLC
ATTN: James Barrett
5763 Glacier Highway
Juneau, AK 99801

Proposal: Modification of a Special Use Permit to include on-site consumption of Marijuana products

Property Address: 201 Seward Street

Legal Description: Juneau Townsite Block 4 Lots 1, 2 & 7 Fraction

Parcel Code No.: 1C070A040010

Hearing Date: September 8, 2020

The Planning Commission, at its regular public meeting, adopted the analysis and findings listed in the attached memorandum dated August 4, 2020, and APPROVED the modification of a Special Use Permit (USE2016 0006) to include on-site consumption of edible marijuana products to be conducted as described in the project description and project drawings submitted with the application and with the following conditions:

1. All waste containing marijuana product shall be stored in a locked enclosure until transported to the CBJ landfill.
2. Prior to operation the applicant must receive the required State endorsement; by approval of this modification of this special use permit, the Planning Commission does not take a position as to whether the application to the State satisfies the requirements of the endorsement, including if the facility is housed in a freestanding building.

Attachments: August 4, 2020, memorandum from Laurel Christian, Community Development, to the CBJ Planning Commission regarding USE2020 0016.

Rainforest Farms, LLC
 File No.: USE2020 0016
 September 9, 2020
 Page 2 of 2

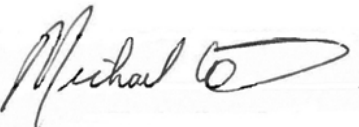
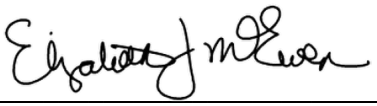
This Notice of Decision does not authorize construction activity. Prior to starting any project, it is the applicant's responsibility to obtain the required building permits.

This Notice of Decision constitutes a final decision of the CBJ Planning Commission. Appeals must be brought to the CBJ Assembly in accordance with CBJ 01.50.030. Appeals must be filed by 4:30 P.M. on the day twenty days from the date the decision is filed with the City Clerk, pursuant to CBJ 01.50.030 (c). Any action by the applicant in reliance on the decision of the Planning Commission shall be at the risk that the decision may be reversed on appeal (CBJ 49.20.120).

Effective Date: The permit is effective upon approval by the Commission, September 8, 2020.

Expiration Date: The permit will expire 18 months after the effective date, or March 8, 2022, if no Building Permit has been issued and substantial construction progress has not been made in accordance with the plans for which the development permit was authorized. Application for permit extension must be submitted thirty days prior to the expiration date.

Conditional use permits issued to marijuana establishments under CBJ chapter 49.65.1245(e) shall be subject to review by the commission every five years from the date of issuance. Such review shall be subject to CBJ 49.15.330 except that the commission may only amend or add conditions if necessary to ensure compliance with this title.

Project Planner:  Laurel Christian, Planner II Community Development Department	 Michael LeVine, Chair Planning Commission
 Filed With Municipal Clerk	9/14/2020 Date

cc: Plan Review

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

Adrienne Scott

From: T. Anne <taraanne2888@gmail.com>
Sent: Friday, February 18, 2022 12:43 PM
To: Adrienne Scott
Subject: screening plan

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

Good Afternoon,
Sorry it took me a little longer than expected to send this over. I wasn't to sure how in depth this actually needed to be. I can go in and add the decisions of the windows and such and how many windows.

Talk Soon,
Tara Smith

Screening Plan: New window privacy screen tint will be applied to all windows and doors to ensure that marijuana or marijuana products are not visible to the public.



Planning Commission

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

PLANNING COMMISSION NOTICE OF DECISION

Date: March 10, 2022
Case No.: USE2022 0001

Blissful Awakenings LLC
P.O. Box 33115
Juneau, AK 99803

Proposal: Special Use Permit for a marijuana retail store with on-site consumption of edible marijuana products

Property Address: 201 Seward Street

Legal Description: Juneau Townsite Block 4 Lot 1, 2, & 7 FR

Parcel Code No.: 1C070A040010

Hearing Date: March 8, 2022

The Planning Commission, at its regular public meeting, adopted the analysis and findings listed in the attached memorandum dated February 28, 2022, and approved the Special Use Permit for a marijuana retail store with on-site consumption of edible marijuana products to be conducted as described in the project description and project drawings submitted with the application and with the following conditions:

1. Prior to issuance of a CBJ marijuana retail store license, the applicant shall submit a retail license from the State of Alaska with an on-site consumption endorsement; by approval of this Special Use Permit, the Planning Commission does not take a position as to whether the application to the State satisfies the requirements of the Endorsement, including if the facility is housed within a freestanding building.

Blissful Awakenings LLC
Case No.: USE2022 0001
March 10, 2022
Page 2 of 2

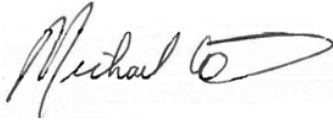
Attachments: February 28, 2022, memorandum from Adrienne Scott, Community Development, to the CBJ Planning Commission regarding USE2022 0001.

This Notice of Decision does not authorize construction activity. Prior to starting any project, it is the applicant's responsibility to obtain the required building permits.

This Notice of Decision constitutes a final decision of the CBJ Planning Commission. Appeals must be brought to the CBJ Assembly in accordance with CBJ 01.50.030. Appeals must be filed by 4:30 P.M. on the day twenty days from the date the decision is filed with the City Clerk, pursuant to CBJ 01.50.030 (c). Any action by the applicant in reliance on the decision of the Planning Commission shall be at the risk that the decision may be reversed on appeal (CBJ 49.20.120).

Effective Date: The permit is effective upon approval by the Commission, March 8, 2022.

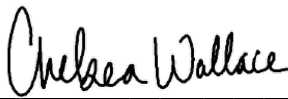
Expiration Date: The permit will expire 18 months after the effective date, or September 8, 2023, if no Building Permit has been issued and substantial construction progress has not been made in accordance with the plans for which the development permit was authorized. Application for permit extension must be submitted thirty days prior to the expiration date.



Michael LeVine, Chair
Planning Commission

March 13, 2022

Date



Filed With City Clerk

March 14, 2022

Date

cc: Plan Review

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

**PLANNING COMMISSION AGENDA
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

CSP2021 0007: Withdrawal of Roadway Construction Standards Waiver for Harris and Seventh Streets
AASHTO Compliance

ATTACHMENTS:

	Description	Upload Date	Type
□	Memo from Department of Engineering & Public Works	3/1/2022	Miscellaneous



Engineering and Public Works Department

155 South Seward Street

Juneau, Alaska 99801

Telephone: 586-0800 Facsimile: 463-2606

DATE: March 1, 2022

TO: Jill Maclean, Director Community Development Department

THROUGH: Katie Koester, Director Engineering and Public Works

FROM: John Bohan, P.E. Chief Engineer

SUBJECT: Withdrawal of Roadway Construction Standards Waiver for Harris and Seventh Streets
AASHTO Compliance (CSP 2021-0007)

CBJ Engineering & Public Works, respectfully withdraws the application for a waiver to Roadway Construction Standards for Harris and Seventh Streets reconstruction project based upon further analysis. [49.35.240(i)(4)]

On February 8, 2022 at their Regular Meeting the Planning Commission did not approve a waiver to AASHTO standards for the Harris Street Reconstruction project. The Planning Commission has voiced concerns regarding the narrowness of Harris Street and Seventh Street.

The cross sectional configuration of this project maintains the existing alignment, due to the narrow historic configuration of the neighborhood. CBJ Engineering and Public Works have determined the project is compliant with AASHTO road standards.

AASHTO Review

The AASHTO manual "A POLICY ON GEOMETRIC DESIGN OF HIGHWAYS AND STREETS" provides guidance for number of lanes, width of traveled way and parking lanes for local urban streets in the "LOCAL URBAN STREETS" section of "Chapter 5 "LOCAL ROADS AND STREETS", specifically in **5.3.2 Cross Sectional Elements**:

5.3.2.1 Width of Traveled Way

"Lanes for moving traffic preferably should be 10 to 11-ft wide and in industrial areas they should be 12-ft wide. Where the available or attainable width of right of way imposes severe limitations, 9-ft lanes can be used in residential areas and 11-ft lanes can be used in industrial areas..."

The narrowest traveled way dimension, at 9.5-ft wide, is the approximately 100' segment that exists around the corner of Harris and Seventh Street. Most of this narrow segment is a signed NO PARKING zone at the intersection and provides refuge for allowing opposing vehicles to pass. (Note: the traveled way dimension has been provided from the edge of pavement, which is a CBJ dimensional interpretation, instead of AASHTO guidance of face of curb and still exceeds the minimum traveled way width. The traveled way dimension would increase by 1.5-ft, the width of the gutter pan to face of curb, if measured per the AASHTO guidance.)

5.3.2.2 Number of Lanes

*"On residential streets where primary function of the street is to provide access to adjacent development and foster a safe and pleasant environment, at least one unobstructed lane must be ensured even where parking occurs on both sides. The level of user inconvenience occasioned by lack of two moving lanes is remarkably low in areas where single family units prevail. Local residential street patterns are such that travel distances are less than 1km (0.5 mi) from the trip of origin to a collector street. In multifamily-unit residential areas, a minimum of two moving traffic lanes to accommodate opposing traffic may be desirable. In many residential areas an 8 m [26 ft] wide roadway is typical. **This curb-face-to-curb-face width** provides for a 3.6-m [12-ft] center travel lane and two 2.2-m [7-ft] parking lanes. Opposing conflicting traffic will yield and pause on the parking lane area until there is sufficient width to pass."*

Harris and Seventh Streets function as a one-lane two-way road as described in 5.3.2. The roadway cross sectional dimensions exceed the minimum dimensions established for width of traveled way while providing a conservative 8-ft wide parking lane. The attached typical sections have been re-dimensioned in accordance with the AASHTO guidance for a local urban street.

Section 5.3.2.3 Parking Lanes provides guidance for the width of the parallel parking lane to be at least 7 feet wide for residential areas and 8 feet wide for commercial and industrial areas.

Parking lanes were increased to 8-ft wide to account for the Mixed Used district that abuts lower Harris Street at Fourth, while it could be argued the project limits are within a residential area and only a 7-ft wide parking lane is needed.

Openings in the parking lane are abundant at the corners of each side street (signed NO PARKING zones) within the project limits and the driveways located mid-block along Harris Street, between Fifth and Sixth Streets and Sixth and Seventh Streets.

Background

As stated in the staff report, the project presented to the Commission is to:

- Rehabilitate the failing underground water, sanitary sewer and storm sewer systems, and
- Separate the combined sanitary sewer and storm sewer system, and
- Replace the disintegrating roadway surfaces, curb gutters and sidewalks.

The combined sewer and storm collection system flows to the Juneau Douglas Wastewater Treatment Plant, creating a noncompliance with state and federal law, and creating significant capacity issues at the plant. The utilities are beyond their useful service life and are in need of replacement before catastrophic failure.

The CBJ Roadway Classification Map classifies Harris and Seventh Streets as local streets. The configuration of the Harris Street and Seventh Street intersection is a narrow historic downtown Juneau Street corridor originally constructed prior to 1892 (prior to AASHTO standards). Many of the original homes adjacent to the roadways were built between the mid 1890's and 1940's. The road functions as a one-lane, two-way road with on-street parking as is customary for many of the historic low volume streets in the downtown area.

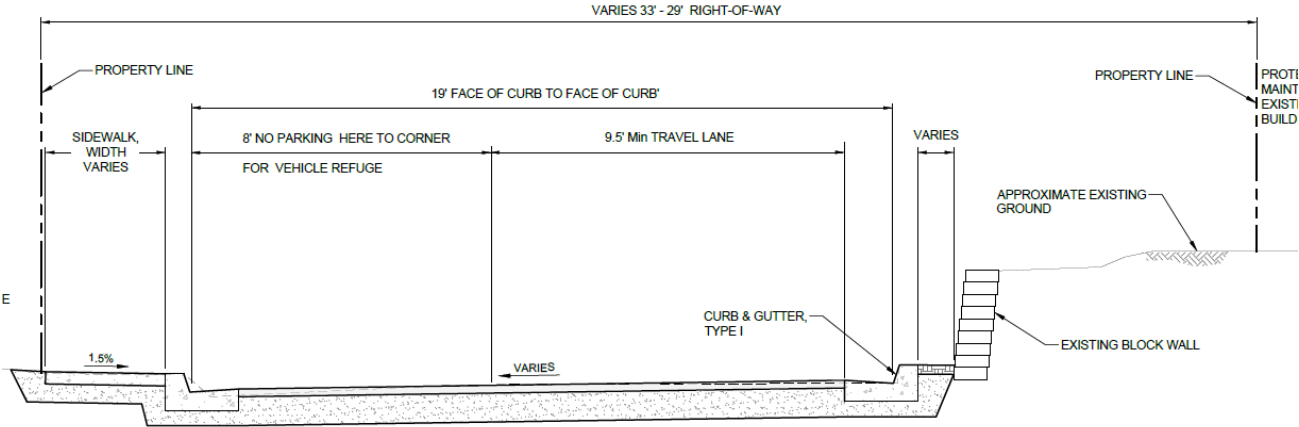
The narrowness of the existing right of way prevents the existing sidewalks from meeting CBJ standard 5' width. Sidewalks exist on both sides of Harris Street between Fourth and Sixth Street, and then reduce to one sidewalk above Sixth Street and onto Seventh Street. The sidewalk within the majority of the project maintains 4' width, however there are some locations where sidewalk widths are reduced to just over 3' due to adjacent structures. The current roadway configuration is two-way traffic and one parking lane on the southerly side.

The vehicular traffic along the Harris and Seventh Street corridor functions as a one-lane, two-way road due to the narrow roadway width and parking along the southerly sides of the roadway. The roadway is wide enough at most locations to allow two cars to slowly pass simultaneously with a car parked in the parking lane. NO PARKING zones are located near the corners of the intersections to protect sight distances and allow refuges for vehicles to pull over to allow oncoming traffic to pass. Mid-block driveway entrances along the southerly side also provide refuges to allow cars to pass. The narrowness of the roadway with the parked cars provides a commonly used traffic calming measure.

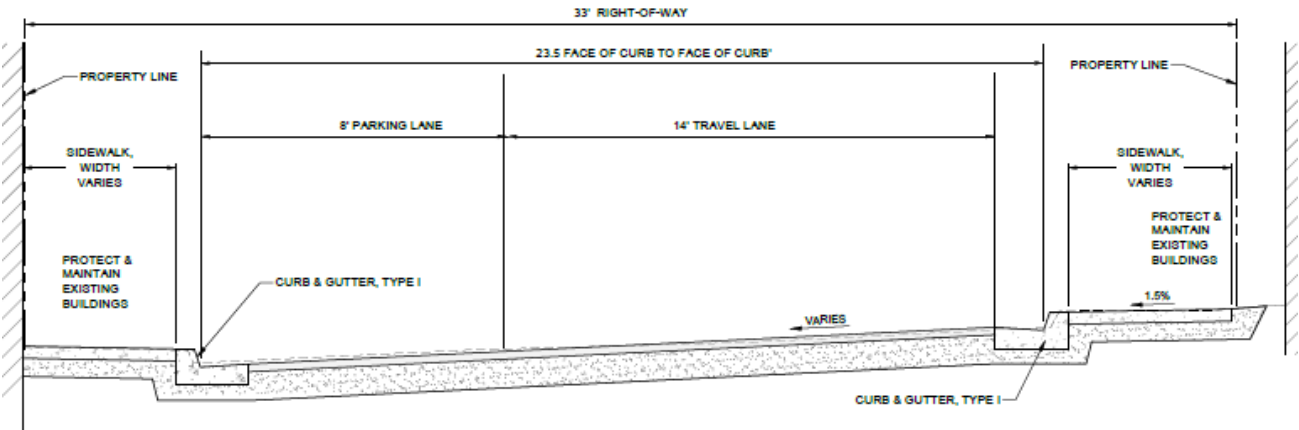
Conclusion

The Harris and Seventh Street project is compliant with AASHTO, exceeding the requirements of minimum traveled way width set forth by AASHTO for local urban streets. The one-lane two-way roadway configuration is an accepted AASHTO application for local urban streets with low speeds and low volumes. The use of this recognized traffic calming strategy also provides safety for the Harris and Seventh neighborhood.

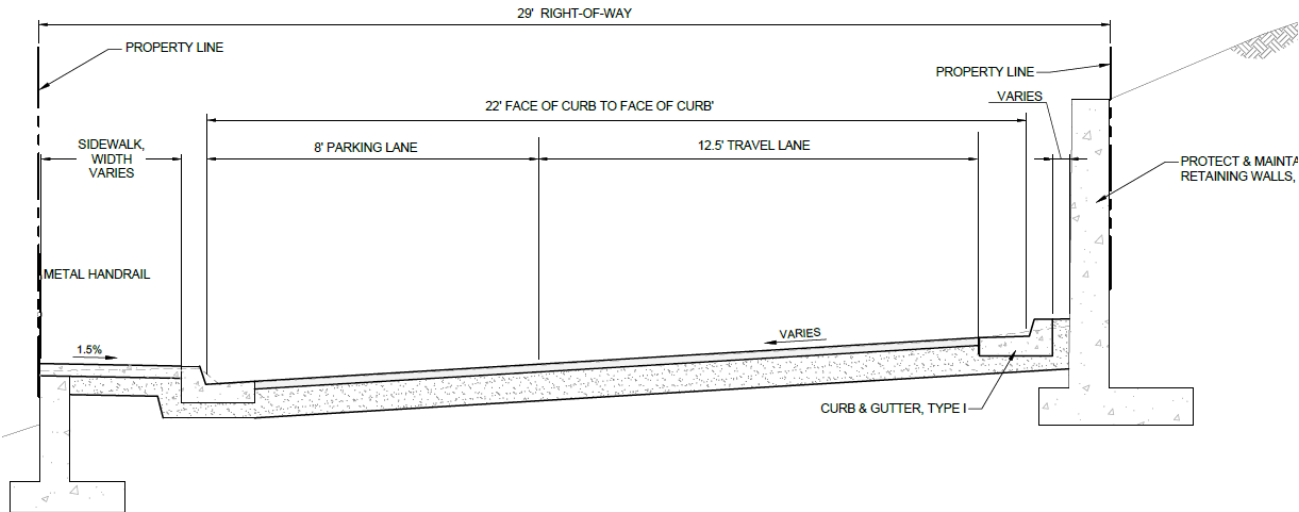
Road Sections Dimensioned According to AASHTO Section 5.3.2 Cross Sectional Elements



TYPICAL SECTION - HARRIS AND SEVENTH CORNER



TYPICAL SECTION - HARRIS STREET FOURTH TO SIXTH



TYPICAL SECTION - SEVENTH STREET

**PLANNING COMMISSION AGENDA
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

CIP Update

ATTACHMENTS:

Description	Upload Date	Type
☐ CIP Update	3/1/2022	Miscellaneous



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

March 1, 2022

From: Scott Ciambor, Planning Manager, Community Development Department
To: Planning Commission
Subject: FY2021-FY2026 Capital Improvement Program Update

This memo provides an update on the FY2021-FY2026 Capital Improvement Program. Currently, the Capital Improvement Program (CIP) process is moving along according to the schedule below. The Public Works and Facilities meeting will discuss the CIP on March 7, 2022. The updated 6-year CIP will be available on Friday, March 4, 2022, and will be included in the Additional Materials packet for the Planning Commission.

If members of the Planning Commission want a physical copy of the 6-year CIP, please let CDD staff know.

The schedule for the FY23 CIP is as follows:

- **January 24:** Preliminary draft of the FY23 CIP Resolution will be provided to the Assembly for review
- **March 7:** Preliminary FY23 CIP presented to the Public Works and Facilities Committee for review and discussion and forwarding to the Assembly and Finance Committee
- **by April 5:** The Charter requires the Preliminary CIP must be presented to the Assembly
- **April – by May 1:** FY23 CIP Review by the Systemic Racism Review Committee
- **by May 1:** The Charter requires the Assembly hold a public hearing on the CIP

**PLANNING COMMISSION AGENDA
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

Additional Materials for March 8, 2022 Planning Commission

ATTACHMENTS:

	Description	Upload Date	Type
▣	Additional Materials for March 8, 2022 Planning Commission	3/4/2022	Miscellaneous

Additional Materials

Regular Planning Commission Meeting

Virtual Meeting Only
7:00pm
Meeting Date: March 8, 2022

1. USE2022 0003:

- a. Memo from Jennifer Shields (page 2 – 17)

2. USE2021 0001:

- a. Public Comment – Rachel E. Smith, received 2.23.22 (page 18)

3. CIP Update:

- a. Memo from John Bohan, CBJ Engineering & Public Works Department (page 19 – 66)

4. Informational Item Regarding A New City Hall (page 67 – 68)



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

March 4, 2021

MEMO

From: Jennifer Shields, Planner II *Jennifer L. Shields*

To: Michael Levine, Chair, Planning Commission

Through: Jill Maclean, AICP, Director

Parcel No.: 6D1101050020

Legal Description: USS 3546 Lot 224

Case Number: USE2022 0003

RE: Signage, public comments, retail sales, and ingress/egress easement

In the Additional Materials packet you will receive the following:

- **Updated picture of the posted sign, raised up off of the ground (Attachment A)**
- **Additional public comments in support of the project from the following (Attachment B):**

Name	Summary
Barbara Kelly	Support: Applicants' operation is a valuable and needed asset to Juneau.
Daniel and Anna Schetky	Support: Applicants' operation is needed to provide a local food source and provide fresh produce.
Drew Greuning	Support: Applicants' plant sales are needed and they also provide gardening knowledge. "Look local first."
Natalee Rothaus and Mike Stanley	Support: They have benefited from having the applicants' operation in the neighborhood. Traffic did not pose any concerns.
Jim and Judy Hauck	Support: The applicants have provided organic produce, locally grown perennials, and educational value to the community.
Cinda Stanek	Support: Applicants have been good neighbors and great examples of sustainable practices. They have also provided educational opportunities to the community. No negative impacts to their neighborhood.
Doug Sturm	Support: Applicants are conscientious neighbors and have a positive impact on the community.
M.J. Kirchhoff	Support: Has the utmost respect for the applicants as neighbors.

➤ **Applicants' Emails Regarding Retail Sales (Attachment C):**

The applicants clarified that they would like the flexibility to conduct retail sales throughout the year. The majority of these sales would likely take place beginning in May and continue throughout the summer months. The attached email dated March 1, 2022 states, "...Realistically this would occur during the months listed below [May – August] and not wintertime."

The Staff Report approval recommendations do not specifically limit the applicants' ability to conduct retail sales outside of May, although the report reiterates that this is the primary time during the year for sales, as stated in the application narrative:

"Juneau gardeners buy plants for a very short time period, a month at best which coincides wonderfully with our ability to start seedlings onsite ourselves."

The analysis of impacts related to retail sales, namely traffic and parking, was not limited to a one month only timeframe. Traffic projections represent the highest estimated average daily trips across all categories on Saturdays, not just Saturdays in May. Required parking calculations were based upon square footage of combined residential and commercial square footage, not frequency of use.

Both the public sign posted on the property and the notice mailed to property owners did not specify a specific timeframe for retail sales.

Staff does not recommend any additional conditions of approval, or limits to the timeframe for retail sales, at this time.

➤ **Recorded Ingress/Egress Easement and Customer Parking (Attachment D):**

On March 3, 2022, staff received a Commissioner question regarding customer parking in the recorded ingress/egress easement on the Sunny Slope property. Staff finds that customer parking in the easement area is permissible, providing ingress / egress to the other two lots is respected:

- The easement document states, "The Grantors acknowledge that no considerations were promised for the easement granted other than those considerations hereinabove written." (Only conditions listed being ingress/egress.)
- Physically: The easement area is over 9,000 square feet. Existing customer parking leaves room for ingress/egress to the adjacent lots.
- Conditionally: The Staff Report includes Approval Condition #3 – "Customer parking shall not impede ingress or egress within the recorded easement area."
- Neighbors: Two properties to the west use the easement area – 10037 N. Douglas Hwy. (Lapsley/Thompson) and 10047 (Meredith). Staff has not received any comments from the Merediths. Lapsley/Thompson wrote a letter of support stating, in part, "The daily operations and customer traffic have never affected us. The additional parking at the base of our neighbor's driveway does not impede our access, and in fact we have offered our property as overflow parking if the need arises."



Packet Page 140 of 204

Attachment A - Updated picture of the posted sign, raised up off the ground

From: [Barbara Kelly](#)
To: [Jennifer Shields](#)
Subject: 10025 N Douglas Hwy
Date: Monday, February 28, 2022 5:56:26 PM

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

I encourage you to approve the conditional use permit for Sunny Slope Organic Farm located at 10025 N Douglas Hwy. Sunny Slope Farm is a valuable and needed asset to Juneau and their continued operation should be approved.

Barbara Kelly
2160 Fritz Cove Rd
Juneau AK 99801

From: [Anna Hoffman](#)
To: [Jennifer Shields](#)
Subject: Regarding Sunny Slope Organic Farm
Date: Monday, February 28, 2022 7:18:46 PM

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

Dear Jennifer,

We are writing this letter on behalf of Danielle Brown-Ferrell to let you know how much we appreciate her ownership and work at Sunny Slope Organic Farm. She is such a joy to work with and a wealth of knowledge about growing sustainably in Juneau. Juneau needs more farms like hers in order to continue to provide healthy and sustainable food to our community. Because we are so dependent on the barge and air freight for our food, we need more small farms in Juneau to help in lean times and also to provide us with fresher produce.

We believe that community development must be willing to morph to what a community needs in order to progress and help in its sustainability. If we make it difficult for small farms to operate in our community, then farmers will leave and we will not have the people we need to help us work toward providing our own food, teaching our children about where food comes from and how to grow it.

If Danielle is not able to get a Conditional Use Permit from CBJ, it will be a huge blow to the farming community. We need to help these small farms, not hinder them.

Thank you so much for reading this letter. We hope that the overwhelming support of Sunny Slopes Organic Farm will show that we as a community stand with Danielle and hope that she will be able to continue growing for many decades to come.

Sincerely,
Daniel and Anna Schetky

From: [Drew Gruening](#)
To: [Jennifer Shields](#)
Subject: Support for Sunny Slope Organic Farm
Date: Monday, February 28, 2022 11:05:54 AM

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

To Whom it may concern,

I write in support of Sunny Slope Organic Farm being granted their conditional use permit.

Sunny Slope has become a big part of home gardening around town with their plant sale. Their plant sale provides a place for the residents of Juneau to be able to buy plants from the people who know what those plants need from seed to harvest. They are always willing and ready to help when it comes to gardening knowledge and knowhow.

This town needs places like Sunny Slope, Isn't one of the main catch phrases on our local radio to "Look local first".

Thank you

Drew Gruening
8366 N. Douglas

From: [Natalee Rothaus](#)
To: [Jennifer Shields](#)
Cc: [Danielle Brown-Farrell](#)
Subject: Sunny Slope Organic Farm - Conditional Use Permit
Date: Friday, February 25, 2022 6:25:36 PM

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

Dear Ms. Shields:

We are writing to express our support for granting a conditional use permit to Sunny Slope Organic Farm to allow them to continue operating a plant nursery on their property at 10025 N. Douglas Hwy.

We live at 7800 N. Douglas Hwy, and have benefited from having Sunny Slope's business in the neighborhood, from plants we have purchased there and from landscaping services they offer. We have visited Sunny Slope during their seasonal plant sales, and observed that the associated parking and traffic were modest and did not pose any safety or other concerns for the limited time the sales were up and running. The plants and services that Sunny Slope offers are used by many folks, and contribute to the beauty of gardens for which Juneau is well-known and are also a source of healthy, fresh produce.

This is definitely a business that should be encouraged in our community. Thank you for considering this comment.

Natalee Rothaus & Mike Stanley

From: [Judy Gci](#)
To: [Jennifer Shields](#)
Subject: Sunny Slope organic Farm
Date: Saturday, February 26, 2022 7:31:37 AM

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

We have known Danielle and Bill since their arrival at their location of Sunnyslope farm. We are long time master gardeners in Juneau. Early on Danielle provided much needed assistance with our gardens. We have watched them develop their property with incredible dedication and passion. From the beginning their ambition to provide organic produce for their family and others has been a tremendous addition to our Juneau community.

Throughout this process they have been careful to be sure they were getting the permits needed for the development. The conditional use permit needed at this point seems to be a surprise to all of us.

The role of Sunnyslope is very important to our community. They fill a much needed role in both providing organic produce for locals as well as healthy organic plants for home gardeners to start their own gardens for both food production and landscaping. The availability of locally grown perennials is a tremendous service to the community.

As nearby residents of North Douglas we support this addition to our community. We appreciate having these services available without having to drive across town.

In addition to the garden items Sunnyslope provides a great educational model and inspiration to new gardeners in Juneau. All of this is an asset in helping our community to become more self-reliant for food production.

We are in favor of issuing the necessary permit to help them continue their cottage industry that provides a great service to our Juneau Community.

Jim and Judy Hauck
10624 Starlite Court
Juneau, Alaska 99801

Sent from my iPad

From: [Fred or Cinda](#)
To: [Jennifer Shields](#)
Subject: Sunny Slope Organic Farm Conditional Use Permit - Corrected
Date: Monday, February 28, 2022 8:21:38 AM

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

(Corrected Version)

To Whom It May Concern,

This letter is in strong support of the Conditional Use Permit for Sunny Slope Organic Farm, located at 10025 North Douglas Highway.

My husband and I live very close to Sunny Slope, at 9601 North Douglas Highway. During the past five years that Sunny Slope has been operating, they have not only been good neighbors, they have been great examples of educating the community about sustainable practices that make a positive impact on the world. Their practices of composting, crop rotation, cover crops, and using seaweed teach visitors to the farm how healthy and environmentally-safe food and decorative plants can be grown locally. On many visits to the farm, I have watched the owners enthusiastically teaching customers about these practices, spreading the knowledge, and hopefully the methods, out into our greater community.

As a recently retired teacher at Sayéik: Gastineau Community School, I saw first-hand how Sunny Slope's composting partnership with the school awakened and excited the students and staff about composting. This partnership has benefitted Juneau by not only educating and engaging the Sayéik: Gastineau community, but also by keeping thousands of pounds of food waste out of the landfill while turning it into food for growing crops and flowers at the farm.

Sunny Slope Organic Farm is a great addition to our neighborhood and community. They have no negative impacts on our neighborhood and instead truly enhance it. I fully support approving the Conditional Use Permit for Sunny Slope Organic Farm.

Kind Regards,
 Cinda Stanek
 9601 North Douglas Highway
 PO Box 21994
 Juneau, AK 99802
 (907) 957-8502

From: [Douglas Sturm](#)
To: [Jennifer Shields](#); sunnyslopeorganicfarm@hotmail.com
Subject: Conditional Use Permit for Sunny Slope Organic Farm
Date: Tuesday, March 1, 2022 2:37:50 PM

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

Greetings,

I am writing this letter in support of Danielle Brown-Farrell's efforts to obtain a conditional use permit to resume operating her small plant nursery, Sunny Slope Organic Farm, at the current location on North Douglas Hwy. I've known Dani for 4 years and she is conscientious and thoughtful. I have full confidence that she is a good neighbor and mindful of how her small operation impacts her neighbors. As you know, growing food in Juneau has it's challenges. Dani's positive impact on our community is important. Not only for the customers of her small operation but as an inspiration for other people to grow their own food as well.

I am in full support of Dani's request for a conditional use permit to resume her operations.

Please assist her and Sunny Slope Garden to get back up and running, she and her business are a true asset to the community of Juneau.

Thank you,
Doug Sturm
903 B St
Juneau, Ak 99801
(907)723-2656

From: bcraver@gci.net
To: [Jennifer Shields](#)
Subject: Sunny Slope Farm conditional use
Date: Wednesday, March 2, 2022 12:38:33 PM

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

Dear Ms. Shields,

This brief letter is to support a conditional use permit for Sunny Slope Farm out at North Douglas. Owner Dani is a kind, considerate, and hard-working neighbor who I have the utmost respect for. Her operation is a huge plus for all of us here in a Juneau and I urge the city allow it to continue.

Sincerely,

M.J. Kirchhoff

Sincerely,

M.j. Kirchhoff

From: [Bill Farrell](#)
To: [Jennifer Shields](#); [Danielle Brown-Farrell](#); [Danielle Brown-Farrell](#)
Cc: [Irene Gallion](#)
Subject: Re: 3/8/22 Planning Commission Meeting Agenda
Date: Tuesday, March 1, 2022 10:31:28 PM

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

Hi Jennifer,

Yes, we need to have the flexibility to adjust the business hours and months as needed. The statement that you quoted below is in reference to the busiest month of the year. But the growing season does last several months and we need to be able to conduct business during those times or any time of year that customers request services (realistically this would occur during the months listed below and not wintertime).

As you mention in your email below, the Conditional Use Permit Application does not have any restrictions listed that limit our business hours or months. Our intended use is a nursery and commercial greenhouse with retail sales, as stated in the application and as listed as a permitted use by CBJ. We are just trying to ensure that our application and the supporting materials are as clear and correct as possible so that the Permit, once approved, is accurate and that we can be successful as a small local business while following the permit.

Please contact us if we need to discuss anything further regarding this subject. Otherwise, we would appreciate it if you would include this clarification email chain with your updated report to the Planning Commission. Thank you for your help guiding us through this process.

Bill Brown-Farrell

From: Jennifer Shields <Jennifer.Shields@juneau.org>
Sent: Tuesday, March 1, 2022 12:51 PM
To: Danielle Brown-Farrell <wonderpower@hotmail.com>; Danielle Brown-Farrell <sunnyslopeorganicfarm@hotmail.com>; Bill Farrell <bill_farrell@hotmail.com>
Cc: Irene Gallion <Irene.Gallion@juneau.org>
Subject: RE: 3/8/22 Planning Commission Meeting Agenda

Hi Danielle,

Thank you for making me aware of this potential expansion of your retail sales months. Although the Staff Report approval recommendations do not specifically limit your ability to conduct retail sales outside of May, the report implies what you originally discussed in your application narrative:

"Juneau gardeners buy plants for a very short time period, a month at best which coincides wonderfully with our ability to start seedlings onsite ourselves."

Since I will be providing the Planning Commission an updated report with the additional public comments that I have received, I would be happy to also share with them your email regarding sales throughout the summer months. However, I can't predict if this would prompt the Commission to remove your application from the Consent Agenda for discussion, or potentially delay their decision.

Please let me know as soon as possible how you would like to proceed, i.e. if you would like me to share your email below with them.

Thanks,

Jennifer L. Shields | Planner II

[Community Development Department](#) | City & Borough of Juneau, AK

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

Office: 907.586.0753 ext. 4139



Fostering excellence in development for this generation and the next.

From: Danielle Brown-Farrell <wonderpower@hotmail.com>

Sent: Monday, February 28, 2022 7:06 PM

To: Jennifer Shields <Jennifer.Shields@juneau.org>; Danielle Brown-Farrell <sunnyslopeorganicfarm@hotmail.com>; Bill Farrell <bill_farrell@hotmail.com>

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

Subject: Re: 3/8/22 Planning Commission Meeting Agenda

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

Hi Jennifer,

Since we're in the mist of the process and it's our one opportunity to address our future growth I don't want to be limited to public sales only taking place in May. In the future we may want to have standard business hours (10am to 4pm) with sales in June, July and August. Listing only May limits future growth which may or may not happen. Could this slight change get corrected without causing a delay to the process?

Thank you,
Danielle

Danielle Brown-Farrell, Owner
Sunny Slope Organic Farm
10025 N. Douglas Hwy
Juneau, AK 99801
907.723.6353

From: Jennifer Shields <Jennifer.Shields@juneau.org>
Sent: Monday, February 28, 2022 10:21:52 AM
To: Danielle Brown-Farrell <wonderpower@hotmail.com>; Danielle Brown-Farrell <sunnyslopeorganicfarm@hotmail.com>; Bill Farrell <bill_farrell@hotmail.com>
Cc: Irene Gallion <Irene.Gallion@juneau.org>
Subject: 3/8/22 Planning Commission Meeting Agenda

Hello again,

The Staff Report for next week's meeting is now up on the CBJ website at:

<https://packet.cbjak.org/MeetingView.aspx?MeetingID=1703&MinutesMeetingID=-1&doctype=Agenda>

- This link will take you to the AGENDA page for the 3/8/22 meeting.
- Under CONSENT AGENDA, click on the link for your application.
- Next, click on the link for the STAFF REPORT.

As of now your application is listed under the Consent Agenda section – this basically means that as long as it stays there, your application will be approved without discussion. However, if the Planning Commission decides to move it off of Consent, I will be prepared to give a brief presentation / summary of the Staff Report. You should also be prepared to speak in case they want to ask you any questions.

Also, I will be sharing with the Planning Commission any additional public comments that come in from now until the meeting.

I hope that this is helpful. Please let me know if you have any questions.

Thanks,

Jennifer L. Shields | Planner II

Community Development Department | City & Borough of Juneau, AK

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

Office: 907.586.0753 ext. 4139



Fostering excellence in development for this generation and the next.

EASEMENT

Misc. Book 34 Page 406
Juneau Recording Dist.

THIS INDENTURE made and entered into this 30th day of September, 1971, by and between Thomas C. Gallagher & Robert N. Gallagher hereinafter referred to as Grantors, and Dennis Nottingham hereinafter referred to as the Grantee.

WITNESSETH: That the Grantors, for and in consideration of the sum of ONE DOLLAR (\$1.00) AND OTHER VALUABLE CONSIDERATIONS in hand paid by said Grantee, the receipt whereof is hereby acknowledged has granted, bargained, sold and conveyed, and by these presents do grant, bargain, sell and convey unto the said Grantee, his heirs, successors and assigns, a perpetual easement for ingress and egress, along, over and across the following described strip, tract or parcel of land lying, and being situate in the State of Alaska, as follows: to wit:

That portion of Lot 224 of U.S. Survey No. 3546 in the City and Borough of Juneau within the First Judicial District of the State of Alaska, described as follows:

Beginning at a point on Line 1-2 of said Lot 224, being S.66°04'00"E. a distance of 242.00 feet from Corner No. 1 of said Lot 224; thence S.15°26'00"W. a distance of 115.00 feet; thence S.69°11'52"W. a distance of 89.30 feet; thence N.57°08'00"W. along Line 3-4 of said Lot a distance of 60.19 feet; thence northeasterly along a 4°33'39" curve to the left (radius = 1256.23 feet) through an arc of 9°02'16" a distance of 198.16 feet to the point of beginning.

The hereinabove described parcel of land contains 9093 square feet, more or less.

And the Grantors hereby covenant with the Grantee that the Grantors have good title to the aforescribed premises; that Grantors are in lawful possession of said premises and covenants that grantee shall have quiet and peaceable possession thereof.

The GRANTORS ACKNOWLEDGE THAT no considerations were promised for the easement granted other than those considerations hereinabove written.

IN WITNESS WHEREOF, the said Grantors have hereupon set their hand and seal, on the day and year hereinabove written.

Thomas C. Gallagher
Robert N. Gallagher

ACKNOWLEDGMENT OF GRANTOR

STATE OF ALASKA)
First Judicial District) ss.

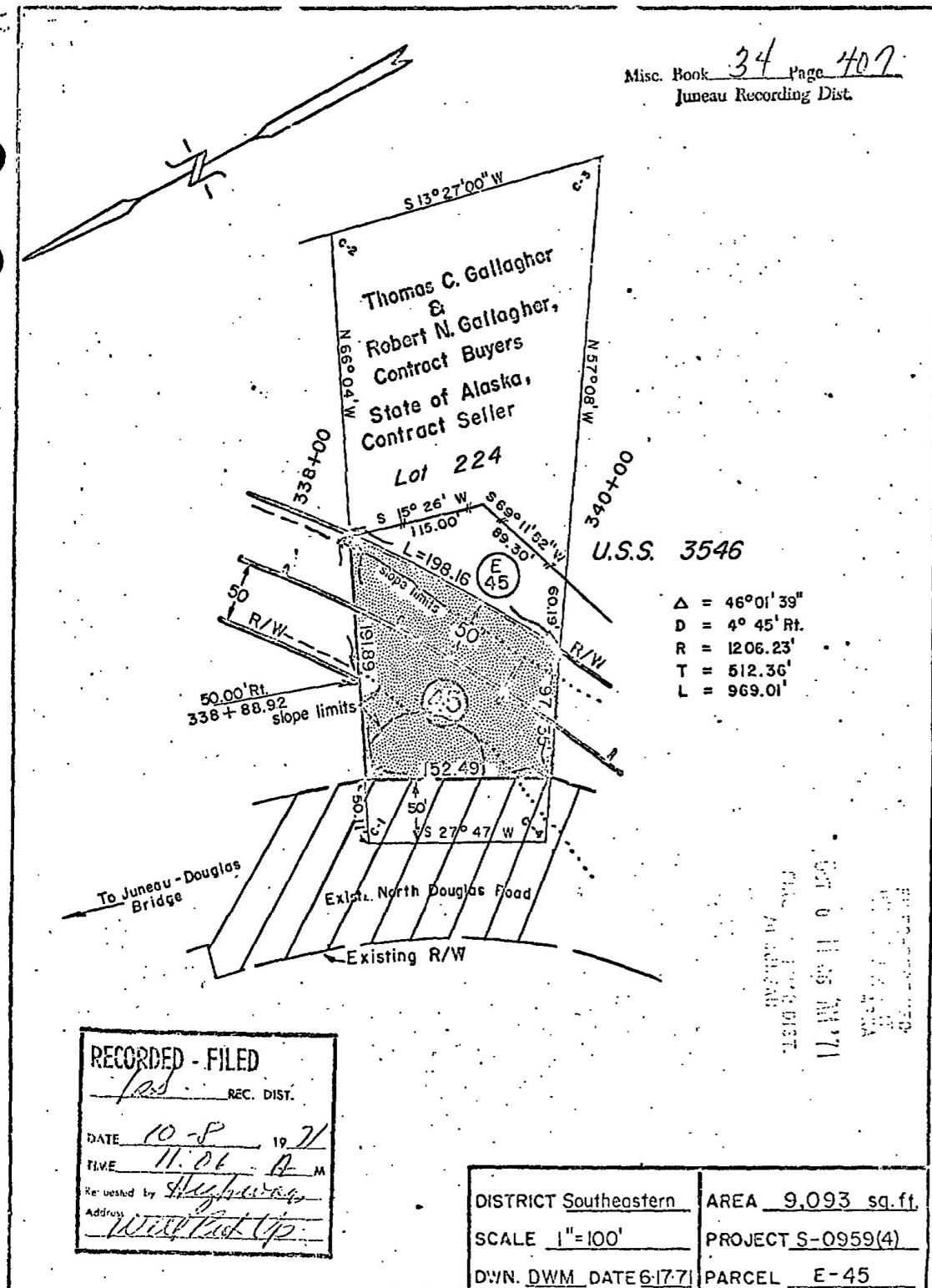
On this 30th day of September, 1971, before me, the undersigned, a Notary Public in and for the said State, personally appeared Thomas C. Gallagher and Robert N. Gallagher the Grantors, known to me to be the identical persons who executed the foregoing instrument and they signed the same as their free and voluntary act and deed, with full knowledge of its contents, for the uses and purposes therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year above written.

My Commission Expires: March 12, 1974

Notary Public

JUNEAU
Serial No. 71-3415



From: Rachel Smith <smith.r927@gmail.com>
Sent: Wednesday, February 23, 2022 7:08 AM
To: PC_Comments
Subject: USE20220001 The Canna Capital

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

To whom it may concern,

Please consider the approval of the on-site consumption conditional use permit for this business. I would love nothing more than to see this business succeed, as the owner is a very strong woman who has overcome so much adversity in her life, and still charges forward with the courage to pursue her dreams and provide for herself and her children. I proudly support this business and the woman behind it. Thank you for your time and consideration!

Respectfully,

Rachel E. Smith



Engineering and Public Works Department

155 South Seward Street

Juneau, Alaska 99801

Telephone: 586-0800 Facsimile: 463-2606

DATE: March 7, 2022

TO: Jill Maclean, Director, Community Development Dept.
Scott Ciambor, Planning Manager, Community Development Dept.

THROUGH: Katie Koester, Director, Public Works and Engineering Dept.

FROM: John Bohan, Chief Engineer

SUBJECT: Draft FY 2023 Six Year Capital Improvement Program

Attached is the draft FY 2023 Six Year Capital Improvement Program as presented to the Assembly PWFC on March 7, 2022.

The differences in the attached document and the preliminary document provided to CDD on January 25, 2022 are as follows:

- The attached document includes the Manager's proposed recommendations for Marine Passenger Fee funded projects. Public comments on the nominations are being received through March 4, 2022.
- The attached document is the complete draft of the 6 year Program book, including the departments 6 year Capital Improvement priority lists.
- The January 24th information included only projects nominated for funding in FY2023 with descriptions and details.

For historical reference, past years 6 Year CIP Plans can be found on the web at:

<https://juneau.org/engineering-public-works/cip>

Attached is a letter of support from the Juneau Nordic Ski Club for the Parks and Recreation FY 23 CIP Montana Creek Recreation Area Parking project, ranked #5 on their CIP priority list, which isn't currently funded.

As a reminder, the schedule for the CIP is as follows:

January 24: Preliminary draft of the FY23 CIP Resolution will be provided to the Assembly for review

March 7: Draft FY23 CIP provided to the PWFC for forwarding to Assembly for inclusion in the FY23 Budget

by April 5: The Charter requires the Preliminary CIP must be presented to the Assembly

April – by May 1: FY23 CIP Review by the Systemic Racism Review Committee (SRRC)

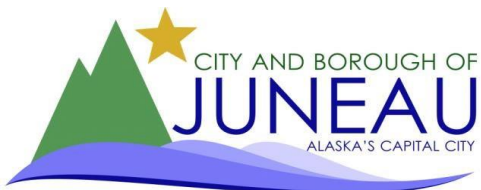
by May 1: the Charter requires the Assembly hold a public hearing on the CIP

**CITY AND BOROUGH OF JUNEAU
CAPITAL IMPROVEMENT PROGRAM
DRAFT
FISCAL YEARS 2023-2028**



Juneau-Douglas Bridge Construction, circa 1935

Photo ID 2003-063-316, Walter W. Hodge Papers, Archives, University of AK Fairbanks.



Prepared By
City and Borough of Juneau
Engineering & Public Works Department
March 7, 2022

INTRODUCTION

Each year, the City and Borough of Juneau (CBJ) adopts a capital improvement program (CIP). The legal requirements applicable to the CIP are set forth in Section 9 of the CBJ Charter. In general, the CIP is a plan of capital improvements proposed for a six-year period, together with an estimated cost of each improvement and the proposed method of financing it. The CIP serves as the overarching strategic plan for improving the public infrastructure of Juneau and is collectively developed by the CBJ Assembly, its boards and commissions, CBJ staff, and the citizens of Juneau.

The CBJ Charter requires the City Manager to assemble and submit a CIP to the Assembly by April 5th of each year. This document is the City Manager's CIP. The Charter further requires this document to be available for public inspection. This document is available from the CBJ Engineering Department at the third floor of the Marine View Building in downtown Juneau or from CBJ's website at <https://juneau.org/engineering-public-works/cip>.

By May 1st, the Charter requires the Assembly to hold a public hearing on the CIP. In addition to the Charter requirement, the Assembly holds a public hearing at its Public Works and Facilities Committee and the Planning Commission reviews it for conformance with the Area Wide Comprehensive Plan. The meetings are announced in the Juneau Empire, on the CBJ's web pages, and the public access channel. Citizens are encouraged to provide their comments at these meetings.

By June 15th, the Assembly must adopt its own CIP or the City Manager's CIP. In practice, the Assembly uses the City Manager's CIP as the starting point, adjusts it during the public comment period, and adopts its own CIP at the same time it adopts the budget in early June.

If you would like more information about the CIP please contact Katie Koester by phone at (907) 586-0800 or by email at katie.koester@juneau.org.

FY 2023 CIP RECOMMENDATIONS

This section of the preliminary six-year CIP plan lists capital project priorities of the City and Borough of Juneau for FY 2023 that are being recommended by the City Manager. A table is presented to show the name of each improvement, the department recommending the improvement, and the amount and type of funding being recommended.

A summary table at the end of the section lists all funding sources, and the total amount recommended for expenditure in each fund.

The City Manager recommends capital improvement projects according to the following criteria:

Support: Projects that are a high priority of the Department or Committee proposing it, as well as the general public.

Consistency: Projects that are consistent with applicable CBJ plans or policies.

Health and Safety: Projects that will address an imminent or expected threat or danger to users or occupants.

Maintenance or Repair of Existing Property: Projects that will prevent further deterioration or damage to property.

Local Match for Federal/State Grants: Funds required to match federal or state capital project funds.

Maintenance Impact: Projects that will increase efficiency and reduce on-going operating costs.

Sustainability Element: Projects that promote the advancement of economic, social, environmental and governmental well-being of the community without compromising the quality of life of future generations

Economic Development Stimulus: Projects that directly or indirectly stimulate economic development in the community.

Anticipated Need: Projects that enhance or expand an existing facility or service to accommodate increased public use.

Recreational: Projects that establish, enhance or expand a facility or service to accommodate new or increase public use.

Funding Alternatives: Funding alternatives are explored for each project.

Presented by: The City Manager
 Introduced: April 4, 2022
 Drafted by: Engineering & Public Works Department

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2975

DRAFT FY 23 CIP RESOLUTION February 25, 2022

WHEREAS, the CBJ Capital Improvement Program is a plan for capital improvement projects proposed for the next six fiscal years; and

WHEREAS, the Assembly has reviewed the Capital Improvement Program for Fiscal Year 2023 through Fiscal Year 2028, and has determined the capital improvement project priorities for Fiscal Year 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Capital Improvement Program.

(a) Attachment A, entitled "City and Borough of Juneau Capital Improvement Program, Fiscal Years 2023-2028," dated **June 1, 2022**, is adopted as the Capital Improvement Program for the City and Borough.

(b) The following list, as set forth in the "City and Borough of Juneau Capital Improvement Program, Fiscal Years 2023 - 2028," are pending capital improvement projects to be undertaken in FY23:

DRAFT FISCAL YEAR 2023 GENERAL SALES TAX IMPROVEMENTS		
DEPARTMENT	PROJECT	FY23 BUDGET
Eaglecrest	Deferred Maintenance /Mountain Operations Improvements	\$ 275,000
Manager's Office	JPD and CCFR - Radio System Replacement - seed money	150,000
Parks & Recreation	Deferred Building Maintenance	725,000
Parks & Recreation	Park & Playground Deferred Maintenance and Repairs	100,000
Parks & Recreation	Sports Field Resurfacing & Repairs	100,000
Parks & Recreation	Trail Maintenance	350,000
General Sales Tax Improvements Total		<u>\$ 1,700,000</u>

**DRAFT FISCAL YEAR 2023
AREAWIDE STREET SALES TAX PRIORITIES**

DEPARTMENT	PROJECT	FY23 BUDGET
Street Maintenance	Pavement Management	\$ 800,000
Street Maintenance	Sidewalk & Stairway Repairs	750,000
Street Maintenance	Areawide Drainage Improvements	200,000
Street Maintenance	Teal St (supplemental increase from FY22)	992,000
Street Maintenance	Cedar Dr. - Mend to Columbia - Surfacing and Utility Rehabilitation Calhoun	360,000
Street Maintenance	Avenue Phase 2 Surfacing and Utility Rehabilitation	1,750,000
Street Maintenance	Tongass Phase 2 (supplemental increase from FY22)	540,000
Street Maintenance	Crow Hill Drive Surfacing and Utility Rehabilitation	2,973,000
Street Maintenance	7 Mile Fleet Garage Bay Canopy Addition	100,000
Street Maintenance	Gold Creek Flume rehabilitation	200,000
Capital Transit	Bus Shelters Improvements	60,000
Capital Transit	FTA Grant Match - Install Additional Elect. Bus Charger Infrastructure - Bus Barn	750,000
Capital Transit	FTA Grant Match - Install Elect. Bus Charger Infrastructure at Valley Transit Center	450,000
Managers Office	Zero Waste Program	100,000
Managers Office	Lemon Creek Multi Modal Path Scoping and Planning	150,000
Engineering	Juneau Douglas North Crossing PEL Study - CBJ Staff time for project	175,000
Engineering	Road and Utility Project Designs for FY24	100,000
Engineering	Contaminated Sites ADEC Follow up Reporting	50,000
Areawide Street Sales Tax Priorities Total		<u>\$ 10,500,000</u>

**DRAFT FISCAL YEAR 2023
TEMPORARY 1% SALES TAX PRIORITIES
Voter Approved Sales Tax 10/01/18 - 09/30/23**

DEPARTMENT	PROJECT	FY23 BUDGET
Manager's Office	Affordable Housing Fund	\$ 400,000 *
Manager's Office	IT Upgrades	\$ 400,000
Wastewater Utility	JDTP Decant Station	2,750,000
Wastewater Utility	Facilities Planning (Infiltration and Inflow, ABTP long term study, solids digester)	300,000
Wastewater Utility	JDTP SCADA and Instrumentation Upgrades	150,000
Parks & Recreation	Deferred Building Maintenance	1,400,000
Parks & Recreation	Centennial Hall Upgrade / Deferred maintenance	2,800,000
School District	JSD Buildings Major Maintenance / Match	800,000
School District	MRCS Boiler Room Renovation	900,000
Airport	FAA Project Match	600,000
Temporary 1% Sales Tax Priorities Total		<u>\$ 10,500,000</u>

* Operating Budget Funding

**FISCAL YEAR 2023
PROPOSED STATE MARINE PASSENGER FEE PRIORITIES**

DEPARTMENT	PROJECT	FY23 BUDGET
Managers Office	Cirulator Plan	\$ 100,000
Docks	Real Time Weather Monitoring Station	\$ 55,000
Docks	Dock Electrification	\$ 2,640,000
Managers Office	Seawalk Expansion	\$ 1,000,000
Parks & Recreation	Refillable Water Bottle Station	\$ 50,000
Parks & Recreation	Marine Park Improvements Planning and Design	250,000
State Marine Passenger Fee Priorities Total		<u>\$ 4,095,000</u>

**FISCAL YEAR 2023
BARTLETT HOSPITAL ENTERPRISE FUND**

DEPARTMENT	PROJECT	FY23 BUDGET
Bartlett Hospital	Deferred Maintenance	\$ 3,000,000
Bartlett Hospital Enterprise Fund Total		<u>\$ 3,000,000</u>

**FISCAL YEAR 2023
LANDS & RESOURCES FUND**

DEPARTMENT	PROJECT	FY23 BUDGET
Lands & Resources	Pits and Quarries Infrastructure Maintenance and Expansion	\$ 150,000
	Lands & Resources Fund Total	\$ 150,000

**FISCAL YEAR 2023
WASTEWATER ENTERPRISE FUND**

DEPARTMENT	PROJECT	FY23 BUDGET
Wastewater Utility	MWWTP SCADA	\$ 1,500,000
Wastewater Utility	Outer Drive and West Juneau Pump Station Upgrades	500,000
Wastewater Utility	MWWTP Treatment Upgrades - SBR Tank Rehab/Full Floor Aeration	500,000
Wastewater Utility	MWWTP Influent Piping Reconfiguration/Valve Upgrades	500,000
Wastewater Utility	Teal St (supplemental increase from FY22)	150,000
	Cedar Dr. - Mend to Columbia - Surfacing and Utility Rehabilitation	
Wastewater Utility	(supplemental increase from FY22)	45,000
Wastewater Utility	Calhoun Avenue Phase 2 Surfacing and Utility Rehabilitation	35,000
Wastewater Utility	Tongass Phase 2 (supplemental increase from FY22)	60,000
Wastewater Utility	Collection System Lift Station Upgrades	250,000
Wastewater Utility	Crow Hill Drive	50,000
Wastewater Utility	Dudley Street (Loop Rd to End)	50,000
Wastewater Utility	Lower D and 1st Street (Douglas) -- Sewer Replacement	50,000
Wastewater Utility	Stairway Sewer Improvements	250,000
Wastewater Utility	Areawide Collection System Improvements	150,000
Wastewater Utility	Road and Utility Project Designs for FY24	50,000
Wastewater Utility	Pavement Management Program-Utility Adjustments (frames & lids)	25,000
	Wastewater Enterprise Fund Total	\$ 4,165,000

**FISCAL YEAR 2023
WATER ENTERPRISE FUND**

DEPARTMENT	PROJECT	FY23 BUDGET
Water Utility	Glacier Highway (Lena Loop) Water System Condition Scoping	\$ 150,000
Water Utility	Cope Park Pump Station Upgrades, New Pumps, Motors, Communications	1,000,000
Water Utility	Water Pipeline Assessment	200,000
Water Utility	Crow Hill Drive (Douglas Hwy to End)	520,000
Water Utility	Lower D and 1st Street Douglas Water System Replacement	225,000
Water Utility	Teal St (supplemental increase from FY22)	70,000
	Cedar Dr. - Mend to Columbia - Surfacing and Utility Rehabilitation	
Water Utility	(supplemental increase from FY22)	45,000
Water Utility	Calhoun Avenue Phase 2 Surfacing and Utility Rehabilitation	230,000
Water Utility	Tongass Phase 2 (supplemental increase from FY22)	105,000
Water Utility	PRV Station Improvements / Upgrades, Crow Hill, 5th St Douglas, W Jnu	100,000
Water Utility	Areawide Water System Repairs	100,000
Water Utility	Road and Utility Project Designs for FY24	50,000
Water Utility	Pavement Management Water Utility Adjustments	8,000
	Water Enterprise Fund Total	\$ 2,803,000

ORDINANCE 2022-06 CAPITAL PROJECTS FUNDING TOTAL

\$ 36,363,000

ORDINANCE 2022-06 OPERATING BUDGET FUNDING TOTAL

\$ 400,000 *

*** Operating Budget Funding**

(c) The following list, as set forth in the "City and Borough of Juneau Capital Improvement Program, Fiscal Years 2023-2028," are capital improvement projects identified as priorities proposed to be undertaken beginning in FY23, but are dependent on other unsecured funding sources. As the sources are secured, the funds will be appropriated:

**FISCAL YEAR 2023
AIRPORT UNSCHEDULED FUNDING**

DEPARTMENT	PROJECT	
Airport	Construct Terminal Area (121/135) Apron Rehab & North ramp lighting & fencing	\$ 7,400,000
Airport	26 MALSR (FAA F&E Project)	\$ 3,900,000
Airport	Channel Flying Property Acquisition (FAA compliance)	\$ 1,500,000
Airport	Taxilane Improvement (East) non-FAA eligible portions	225,000
	Airport Unscheduled Funding Total	<u>\$ 13,025,000</u>

**FISCAL YEAR 2023
UNSCHEDULED FUNDING**

DEPARTMENT	PROJECT	
Capital Transit	FTA Grant - Install additional Elect. Bus Charger Infrastructure	3,200,000
Capital Transit	FTA Grant Match - Instal Elect. Bus Charger Infrastructure at Valley Transit Center	1,500,000
Parks and Recreation	Hank Harmon Public Range Hunter Safety Access Grant (unscheduled)	600,000
Parks and Recreation	Eagle Valley Center Heat Pump and Energy Efficiency (unscheduled)	300,000
Harbors	UAS Downtown Property Purchase	3,000,000
Harbors	Cost Share w/ ACOE - Statter Breakwater Feasibility Study	500,000
Street Maintenance	Calhoun Avenue Pedestrian Bridge Rehabilitation -Replacement - FED Hwys Bridge Rehabilitation Grant	350,000
Managers Office	JPD and CCFR - Radio System replacement	12,000,000
Managers Office	DEU Building Expansion - Alaska High Intensity Drug Trafikking Area Initiative (HIDTA) Grant	70,000
	Unscheduled Funding Total	<u>\$ 21,520,000</u>

Section 2. Fiscal Year 2023 Budget. It is the intent of the Assembly that the capital improvement project budget allocations as set forth in the FY23 pending Capital Improvements List in Section 1(b), above, not already appropriated, shall become a part of the City and Borough's Fiscal Year 2023 Budget.

Section 3. State and Federal Funding. To the extent that a proposed CIP project, as set forth in Section 1(c), above, includes state funding, federal funding, or both, the amount of funding for that project is an estimate only, and is subject to appropriation contingent upon final funding being secured. It is the intent of the Assembly that once funding is secured, these items will be brought back to the Assembly for appropriation.

Section 4. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this XXth day of June, 2022.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

FY 2023 CIP PROJECTS					
Priority	Project	Funding Source	Amount	Description	Sustainability Element
Administration					
	Manager's Office				
1	JPD and CCFR - Radio System Replacement - seed money	General Sales Tax and Unscheduled Funding	\$ 12,000,000	An extensive radio study was recently completed. End of life for the current radio system was in 2014, and it does not meet the minimum public safety standards for radio coverage. Three conceptual solutions have been presented - the estimated replacement cost from the study is approximately \$12 million. This initial funding would be utilized to determine critical path items and evaluate funding opportunities. Located at JPD.	Improve public safety.
2	Zero Waste Program	AW Street Sales Tax	\$ 100,000	Initial funding to develop a zero waste plan to minimize waste generation and maximize resource recovery in Juneau. Project will include developing a coalition of stakeholders, assigning staff and hiring a consultant to develop and implement the plan with input from the community. Located areawide.	Increase community recycling, waste reduction and maximize resource recovery.
3	Lemon Creek Multi Modal Path Scoping and Planning	AW Street Sales Tax	\$ 150,000	This will fund the initial steps in scoping and planning a multi modal path in Lemon Creek. The intent of the process is to leverage Federal Grant funding that could be available to construct new infrastructure. Located in Lemon Creek area.	
4	Affordable Housing Fund	Temporary 1% Sales Tax Voter Approved 10-1-18 to 9-30-23	\$ 400,000	Provide funding for housing activities that target families and individuals who earn 120% of the Median Income and Below. The fund can be used by local developers, non profits and social service agencies for the creation, acquisition, rehabilitation or preservation of affordable housing. Provides areawide opportunities.	
5	IT Upgrades	Temporary 1% Sales Tax Voter Approved 10-1-18 to 9-30-23	\$ 400,000	Provide funding for the updates and upgrades to CBJ operations software. Provides improved staff and public benefits.	
6	Circulator Plan	State Marine Passenger Fees	\$ 100,000	Evaluate opportunity for downtown circulator bus system to provide visitors and residents better access to downtown businesses while freeing up downtown parking. Investigate feasibility of electric circulator buses. Located downtown.	Reduce Juneau's dependence on fossil fuels.

FY 2023 CIP PROJECTS

Priority	Project	Funding Source	Amount	Description	Sustainability Element
7	Seawalk Expansion	State Marine Passenger Fees	\$ 1,000,000	Continuing efforts on the next phase(s) of the seawalk. Activities will include surveying, site investigations, property appraisals and acquisitions, planning, estimating and design. The goal continues to be a seawalk from the rock dump to the bridge. Located downtown.	
8	JPD - Drug Enforcement Unit (DEU) Building Expansion -HIDTA Grant	Unscheduled Funding	\$ 70,000	Expansion of the north end of the Police Department building to accommodate more staff in the Drug Enforcement Unit in collaboration with the Alaska High Intensity Drug Trafikking Area (HIDTA) initiative. Located at JPD.	
Administration Total Funding			\$ 14,220,000		
Airport					
1	FAA Project Match	Temporary 1% Sales Tax Voter Approved 10-1-18 to 9-30-23	\$ 600,000	Provide matching funds to leverage federal grant funding - projected to be used for 121/135 Ramp Rehab, RON Ramp and Replace Jetbridge 5 projects. Located at airport.	
2	Construct Terminal Area (121/135) Apron Rehab & North ramp lighting & fencing	Airport Unscheduled Funding	\$ 7,400,000	Pavement rehabilitation of the main commercial parking ramps (121/135) for air carriers and air taxi operations and Customs; including drainage and ramp lighting. Located at airport.	Drainage to SWPPP areas, oil/water separator drainage in deicing/fueling areas, and upgraded LED lighting.
3	26 MALSR (FAA F&E Project)	Airport Unscheduled Funding	\$ 3,900,000	Continuation of the RWY 26 approach lighting (channel end) NAVAIDS. This is the remaining 1600 ft of approach lighting for reducing approach minima for air carriers equipped with RNP. This updates a MALSR to a MALSR with flashers. Located at airport.	Less missed approaches by air carriers with lower minimums. Saves fuel.
4	Channel Flying Property Acquisition (FAA compliance)	Airport Unscheduled Funding	\$ 1,500,000	Acquire private property (land) surrounded by Airport property. This is an FAA Compliance item due to 'through-the-fence' operations. Located in airport area.	
5	Taxilane Improvement (East) non FAA Eligible Portions	Airport Unscheduled Funding	\$ 225,000	Pave area between tenant hangar lease space and TWY H; currently reclaimed asphalt pavement. Located at airport.	Would allow controlled drainage on pavement rather than seeping into ground
Airport Total Funding			\$ 13,625,000		

FY 2023 CIP PROJECTS					
Priority	Project	Funding Source	Amount	Description	Sustainability Element
Bartlett Hospital					
1	Deferred Maintenance	BRH Enterprise Fund	\$ 3,000,000	There were improvements identified in the Facility Master Plan that are planned to be accomplished. In addition unanticipated maintenance projects may arise that need to be addressed. Located at BRH.	This systematic maintenance of the campus will provide for sustainability of hospital services to the community and surrounding region. Take care of infrastructure to prolong life of facility
Bartlett Hospital Total Funding			\$ 3,000,000		
Eaglecrest					
1	Deferred Maintenance / Mountain Operations Improvements	General Sales Tax	\$ 275,000	Ongoing work at Eaglecrest to replace the Wastewater Treatment system, maintain the infrastructure, lodge, lifts, trails, ski runs, snowmaking, parking lot, etc. Located at Eaglecrest.	Fish Creek preservation; Ensuring safe operation of aging lifts allowing replacement of important lift tower parts; Ensuring Eaglecrest can adapt to climate change with energy efficient snowmaking equipment
Eaglecrest Total Funding			275,000		
Docks & Harbors					
1	Dock Waterside Safety Railings	State Marine Passenger Fee Request	\$ 1,200,000	Designs and installs handrails all along the seawalk from the AS Dock to the CT Dock. The style would match the current handrails at the docks and incorporate new features around the Aquileans and original bollards. Located downtown.	
2	UAS Downtown Property Purchase	Unscheduled Funding	\$ 3,000,000	Purchase from UAS the Fisherman's Terminal crane dock, tidelands, float, travel lift pier and uplands used by the downtown boat yard. Located downtown.	Long range plan to improve vessel services in downtown Juneau, nexus on tourism activity, economic activity, promote economic development
3	Cost Share w/ ACOE - Statter Harbor Breakwater Feasibility Study	Unscheduled Funding	\$ 500,000	Match money to partner with the ACOE to plan, design, and install a new longer breakwater at Statter Harbor to increase the protected moorage area. Located at Auke Bay.	Safety and protection of existing infrastructure in Auke Bay. Would protect both CBJ owned floats and Fishermen's Bend. Adds moorage for larger vessels.
4	Real Time Weather Monitoring Station	State Marine Passenger Fees	\$ 55,000	Replace 3 existing weather stations with new and more accurate stations. Tidal current sensors will also be serviced and or replaced depending on condition.	
5	Dock Electrification	State Marine Passenger Fees	\$ 2,640,000	Purchase and install new transformer and advance design for project to better position the project for future grant funding opportunities. Located downtown.	Reduce carbon footprint by powering cruise ships with hydro power instead of the fossil fuel generators while docked in port.
D & H Total Funding			\$ 4,700,000		

FY 2023 CIP PROJECTS					
Priority	Project	Funding Source	Amount	Description	Sustainability Element
Lands & Resources					
1	Pits and Quarries Infrastructure Maintenance and Expansion	Lands and Resources Fund	\$ 150,000	Provide for routine maintenance, improvements and expansion at CBJ Material sources (Stablers Quarry, North Lemon Ck material source, Lemon Creek gravel pit). Located at gravel pits and quarries.	Routine and preventative maintenance, forward planning and preparation provide for efficient operations and minimizes wasted resources.
Lands & Resources Total Funding			150,000		
Parks & Recreation					
1	Deferred Building Maintenance	General Sales Tax; Temporary 1% Sales Tax Voter Approved 10-1-18 to 9-30-23	\$ 2,125,000	This fund supports annual deferred maintenance and repair of municipal buildings, facilities, and infrastructure. The current need for deferred maintenance on municipal facilities is approximately \$10M. Projects are prioritized based on factors such as energy savings, life safety, code deficiency, protection of structures, and emergency. Priority projects include upgrading HVAC systems, control systems, repairing rot, improving building exterior shells, lighting upgrades, and roof system improvements. Located areawide.	Aging facilities are inefficient energy users and contributors to greenhouse gases. Deferred maintenance projects include control system upgrades, thermal improvements to buildings such as to exterior windows, siding, and more efficient heating and HVAC systems. Facility Maintenance will begin tracking energy use across municipal facilities with new tracking software.
2	Trail Maintenance	General Sales Tax	\$ 350,000	This fund supports trail work, connections between existing trail infrastructure, signage, repair and/or replacement of structures and tread (bridges, culverts, etc.), and other trail improvements. Funding priorities include Perseverance Trail and Christopher Trail Extension, Public Use Cabin Access Trail, Outer Point Trail, Breadline Bluff Trail, Mt. Jumbo Treadwell Ditch Access, Pt. Caroline Trail, Bonnie Brae Trail. Located areawide.	Maintaining trails provides for alternative , carbon free transportation opportunities and improved health and wellness for the community. Trail projects that provide community connections, loops and access to neighborhoods are prioritized.
3	Park & Playground Maintenance & Improvements	General Sales Tax	\$ 100,000	This CIP funds maintenance and improvements of parks, playgrounds, and athletic facilities throughout Juneau, including playground equipment, restrooms, safety surfacing, accessibility, lighting, drainage, sidewalks, parking areas, landscaping, public use cabins and other infrastructure. Funding priorities include an additional public use cabin, Steelhead Park, S'it Tuwan Park, Sigoo Wu Ye Park, Bonnie Brae Park, Renninger Park and Cathedral Park. Located areawide.	Maintaining parks provides for health and wellness of the community and outdoor recreation opportunities in facilities that require minimal carbon based fuel input. Green infrastructure such as trees, other landscaping, natural drainage, riparian protection to waterbodies, and wetland preservation reduce green house gases.

FY 2023 CIP PROJECTS					
Priority	Project	Funding Source	Amount	Description	Sustainability Element
4	Sports Field Repairs and Improvements	General Sales Tax	\$ 100,000	This CIP supports the repair and replacement of athletic fields, courts, and related facilities throughout Juneau, including those for basketball, tennis, softball, baseball, soccer, and football. Funding priorities include Dimond Park 1 Resurfacing and Field Dirt Procurement, Dzantik'i Heeni Resurfacing, Mendenhall River Resurfacing and Drainage, Adair-Kennedy Baseball Resurfacing. Located areawide.	Providing outdoor exercise and recreation opportunities for the community promotes health and wellness. These activities require minimal carbon fuel input.
5	Centennial Hall Upgrade / Deferred maintenance	Temporary 1% Sales Tax Voter Approved 10-1-18 to 9-30-23	\$ 2,800,000	Funding for deferred maintenance and repair of municipal buildings and facilities infrastructure before failure. Located downtown.	Maintains building in good conditions.
6	Refillable Water Bottle Station	State Marine Passenger Fees	\$ 50,000	Add refillable water bottle stations to existing downtown water fountains.	Encourage use of refillable water bottles instead of single use plastics
7	Marine Park Improvements Planning and Design	State Marine Passenger Fees	\$ 250,000	Develop a master plan for renovation of Marine Park. Located downtown.	
8	Hank Harmon Public Range Hunter Safety Access Grant	Unscheduled Funding	\$ 600,000	This project is funded by GO bonds and will include improvements to the shooting range including fill in the range areas, rebuilding the separation wall between the pistol and rifle range, drainage improvements and other upgrades. The bond funding will be leveraged as match for a grant application to the state Hunter Access Program (Pittman-Robertson Act). Located in Mendenhall Valley.	
9	Eagle Valley Center Heat Pump and Energy Efficiency	Unscheduled Funding	\$ 300,000	Energy Efficiency Improvements at the Eagle Valley Center Lodge is partially funded by GO bonds for siding, window and door replacement to improve thermal values. This unscheduled request is for potential grant funding to complement the bond project and may include additional energy efficiency upgrades such as a heat pump and thermal improvements. The bond funding will be leveraged as match for a grant application.	Grant funding will allow for increased energy efficiency upgrades to the Eagle Valley Center including a ground source well heat pump, piping to the house, electric hot water heater, and drainage improvements to reduce moisture in the building.
P & R Total Funding			\$ 6,675,000		

FY 2023 CIP PROJECTS					
Priority	Project	Funding Source	Amount	Description	Sustainability Element
Public Works & Engineering Department					
Capital Transit					
1	Bus Shelter Improvements	AW Street Sales Tax	\$ 60,000	Replace existing outdated bus shelters with new shelters. Located areawide.	
2	Install Additional Elect. Bus Charging Infrastructure - Bus Barn	AW Street Sales Tax; Unscheduled Funding	\$ 3,950,000	Federal Transit Administration (FTA) Grant funding and CBJ match funds for installation of charging infrastructure at the CBJ Transit Maintenance facility for 7 new electric Capital Transit buses. Located in Mendenhall Valley.	Conversion of Capital Transit Fleet to electric buses - renewable energy, reduction of carbon footprint
3	Install Elect. Bus Charger Infrastructure at Valley Transit Center	AW Street Sales Tax; Unscheduled Funding	\$ 1,950,000	Federal Transit Administration (FTA) Grant funding and CBJ match funds for installation of charging infrastructure for the Valley Transit Center. On-route charging will increase reliability, extends route ranges in inclement weather, improves the Capital Transit operating efficiencies with emergency backup charging source, and supplements charging at our primary Maintenance Facility. Located in Mendenhall Valley.	Conversion of Capital Transit Fleet to electric buses - renewable energy, reduction of carbon footprint
Capital Transit Total Funding			\$ 5,960,000		
Engineering					
1	Juneau Douglas North Crossing PEL Study - CBJ Staff time for project	AW Street Sales Tax	\$ 175,000	This will fund staff time associated with the ADOT Juneau Douglas North Crossing PEL. Staff are actively involved in crafting the PEL with ADOT to ensure CBJ's interests are represented and the PEL is an effective step forward towards constructing the Douglas Island N. Crossing.	
2	Road and Utility Project Designs for FY24	AW Street Sales Tax	\$ 100,000	This funding will be utilized to begin design for CIP projects prior to the appropriation of the next year's CIP budget. Consultant workforce shortages and longer material lead times are requiring road and utility construction bids be opened earlier than can be accommodated with a July 1 fiscal year funding availability.	
3	Contaminated Sites ADEC Follow up Reporting	AW Street Sales Tax	\$ 50,000	Continue to evaluate and close CBJ contaminated sites identified by regulatory agencies	
Engineering Total Funding			\$ 325,000		

FY 2023 CIP PROJECTS					
Priority	Project	Funding Source	Amount	Description	Sustainability Element
	Streets				
1	Pavement Management	AW Street Sales Tax	\$ 800,000	Ongoing repair/replace aging asphalt on existing CBJ roadways to reduce maintenance and extend functional life of roadways at least 5-10+ years.	Street resurfacing project to improve public safety, reduce increasing maintenance effort on distressed road surface.
2	Sidewalk & Stairway Repairs	AW Street Sales Tax	\$ 750,000	The downtown stairway network is aging and in need of significant repairs. This CIP continues to repair and replace stairways and sidewalks to reduce maintenance costs and promote pedestrian safety.	Improves public safety and provides reduction in maintenance efforts. Maintenance of pedestrian infrastructure promotes carbon neutral transportation
3	Areawide Drainage Improvements	AW Street Sales Tax	\$ 200,000	Improving existing drainage issues not specifically attached to other projects.	Protection of public and private property and reduction in maintenance efforts.
4	Teal St (supplemental increase from FY22)	AW Street Sales Tax	\$ 992,000	Supplemental funding necessary to cover recent cost escalations for this project funded in FY22. The work will rehabilitate water and sewer utilities, and pavement, improve drainage, add a sidewalk and bus stop for the Glory Hall and Teal Street Center. The project will also add street lighting.	Street resurfacing project to reduce increasing maintenance effort on distressed road surface. – Associated water and sewer rehab needed to maintain integrity of water system and sewer system. This protects public health and the environment and eliminates costs associated with repetitive repairs to aging water/sewer lines and associated roadway repairs. Installing new plastic (PVC and HDPE) materials provide for longer service life.
5	Cedar Dr. - Mendenhall Blvd. to Columbia - Surfacing and Utility Rehabilitation	AW Street Sales Tax	\$ 360,000	Supplemental Funding necessary to cover recent cost escalations for this project funded in FY22. The Project will replace the failing roadway surface and rehabilitate the outdated drainage and underground water and sewer utilities. Located in Mendenhall Valley.	Street resurfacing project to reduce increasing maintenance effort on distressed road surface. – Associated water and sewer rehab needed to maintain integrity of water system and sewer system. This protects public health and the environment and eliminates costs associated with repetitive repairs to aging water/sewer lines and associated roadway repairs. Installing new plastic (PVC and HDPE) materials provide for longer service life.

FY 2023 CIP PROJECTS					
Priority	Project	Funding Source	Amount	Description	Sustainability Element
6	Calhoun Avenue Phase 2 Surfacing and Utility Rehabilitation	AW Street Sales Tax	\$ 1,750,000	Additional funding necessary to cover recent cost escalations for the second half of this project funded in FY20 and FY21. Rehabilitate failing roadway surfaces, improve drainage and replace old, outdated underground water and sewer utilities and update street lighting to LED. Located downtown.	Street resurfacing project to reduce increasing maintenance effort on distressed road surface. – Associated water and sewer rehab needed to maintain integrity of water system and sewer system. This protects public health and the environment and eliminates costs associated with repetitive repairs to aging water/sewer lines and associated roadway repairs. Installing new plastic (PVC and HDPE) materials provide for longer service life.
7	Calhoun Avenue Pedestrian Overpass	Unscheduled Funding	\$ 350,000	The timber pedestrian overpass crossing Calhoun Avenue is in need of extreme rehabilitation or replacement. The alternatives will be evaluated and appropriate path forward implemented in conjunction with the Calhoun Phase 2 resurfacing project. Located downtown.	Protection of public infrastructure, the public and reducing repetitive maintenance requirements.
8	Tongass Phase 2 (supplemental increase from FY22)	AW Street Sales Tax	\$ 540,000	Supplemental Funding necessary to cover recent cost escalations for this project funded in FY22. the Project will add a second sidewalk as requested in Safe Routes to Schools, replace the failing roadway surface and rehabilitate the outdated drainage and underground water and sewer utilities. Located in Mendenhall Valley.	Street resurfacing project to reduce increasing maintenance effort on distressed road surface. – Associated water and sewer rehab needed to maintain integrity of water system and sewer system. This protects public health and the environment and eliminates costs associated with repetitive repairs to aging water/sewer lines and associated roadway repairs. Installing new plastic (PVC and HDPE) materials provide for longer service life.
9	Crow Hill Drive Surfacing and Utility Rehabilitation	AW Street Sales Tax	\$ 2,973,000	This project is a high priority project for both the Water utility and Streets Department. The water system has been found to be in poor condition and the roadway pavement is wearing out. Located on Douglas Island.	Street resurfacing project to reduce increasing maintenance effort on distressed road surface. – Associated water and sewer rehab needed to maintain integrity of water system and sewer system. This protects public health and the environment and eliminates costs associated with repetitive repairs to aging water/sewer lines and associated roadway repairs. Installing new plastic (PVC and HDPE) materials provide for longer service life.

FY 2023 CIP PROJECTS					
Priority	Project	Funding Source	Amount	Description	Sustainability Element
10	7 Mile Fleet Garage Bay Canopy Addition	AW Street Sales Tax	\$ 100,000	Construct canopies to protect the bay doors. This project completes the unfinished portion of the 7 mile consolidated streets and fleet shop. Canopies will protect the garage bay doors from driving rain, snow and ice buildup that forms at the bottom trim of the door and freezing the door system in place when temperatures drop. Located in Lemon Creek.	Protection of public property, reduction in thawing/heating costs and reduces/makes maintenance efforts more efficient.
11	Gold Creek Flume Rehabilitation	AW Street Sales Tax	\$ 200,000	Repair failing structural and channel concrete in the Gold Creek Flume between Cope Park and Glacier Ave. Located downtown.	Protection of public and private property - reduces increasing maintenance efforts.
	Streets Total Funding		\$ 9,015,000		
	Wastewater Utility				
1	MWWTP SCADA	Wastewater Enterprise Fund	\$ 1,500,000	Complete recontrol of outdated SBR building SCADA and associated treatment upgrades.	The recontrol will allow continuous decant of basins which should lower the average decant flowrate and allow modulation of UV light sterilization electricity requirement.
2	Outer Drive and West Juneau Pump Station Upgrades	Wastewater Enterprise Fund	\$ 500,000	Supplemental funding to FY22 Funding to cover recent cost escalations and additional issues discovered during detailed design investigations. The project will replace and upgrade pumps/piping control panels instrumentation, influent valves etc. to fully rehabilitate these older sewage pump stations.	The upgraded pump motors will be more efficient and will also eliminate a current recycle stream. New, larger check valves will restrict less flow requiring less pump energy usage. Upgraded design will allow less run time of pumps which will also save energy.
3	JDTP Decant Station	Temporary 1% Sales Tax Voter Approved 10-1-18 to 9-30-23	\$ 2,750,000	Upgrades the headworks (coarse screens, grit removal system) and creates a new vac-truck and septic hauler receiving station.	This change will reroute septic hauler volume to a location that eliminates 2 liftstations that must move this volume to the plant saving energy.
4	Facilities Planning (Infiltration and Inflow, ABTP long term study, solids digester)	Temporary 1% Sales Tax Voter Approved 10-1-18 to 9-30-23	\$ 300,000	Planning document preparation for treatment plant upgrades and other regulatory requirements	Plan scopes for projects that will reduce energy and/or increase efficiency. One will reduce overall energy required to pump wastewater to plants by eliminating stormwater intrusion into sanitary sewer. Others will improve treatment efficiency.
5	MWWTP Treatment Upgrades - SBR Tank Rehab/Full Floor Aeration	Wastewater Enterprise Fund	\$ 500,000	Concrete SBR tank surface repairs and installation of full floor aeration system at the Mendenhall Treatment Plant.	Full floor aeration will provide more energy efficient transfer of oxygen during the treatment process.

FY 2023 CIP PROJECTS					
Priority	Project	Funding Source	Amount	Description	Sustainability Element
6	MWWTP Influent Piping Reconfiguration/Valve Upgrades	Wastewater Enterprise Fund	\$ 500,000	Piping and Valve upgrades to support hydraulic control of SBR basins at the Mendenhall Treatment Plant.	Needed improvements to allow better hydraulic control and improved options for wastewater treatment and disposal protecting the environment
7	Teal St (supplemental increase from FY22)	Wastewater Enterprise Fund	\$ 150,000	Replace/rehabilitate wastewater infrastructure during associated Street project. Located in Mendenhall Valley.	Street resurfacing project - maintenance needed to maintain integrity of sewage collection and conveyance system. This protects public health and the environment.
8	Cedar Dr. - Mendenhall Blvd. to Columbia - Surfacing and Utility Rehabilitation (supplemental increase from FY22)	Wastewater Enterprise Fund	\$ 45,000	Replace/rehabilitate wastewater infrastructure during associated Street resurfacing project. Located in Mendenhall Valley.	Street resurfacing project - maintenance needed to maintain integrity of sewage collection and conveyance system. This protects public health and the environment.
9	Calhoun Avenue Phase 2 Surfacing and Utility Rehabilitation	Wastewater Enterprise Fund	\$ 35,000	Replace/rehabilitate wastewater infrastructure during associated Street resurfacing project. Located downtown.	Street resurfacing project - maintenance needed to maintain integrity of sewage collection and conveyance system. This protects public health and the environment.
10	Tongass Phase 2 (supplemental increase from FY22)	Wastewater Enterprise Fund	\$ 60,000	Replace/rehabilitate wastewater infrastructure during associated Street resurfacing project. Located in Mendenhall Valley.	Street resurfacing project - maintenance needed to maintain integrity of sewage collection and conveyance system. This protects public health and the environment.
11	JDTP SCADA and Instrumentation Upgrades	Temporary 1% Sales Tax Voter Approved 10-1-18 to 9-30-23	\$ 150,000	Upgrades to instrumentation and SCADA to support on-off aeration.	ON/OFF aeration achieves better compliance by avoiding low pH conditions by running aeration pumps for shorter durations. This shorter run duration will use less energy daily.
12	Collection System Lift Station Upgrades	Wastewater Enterprise Fund	\$ 250,000	Upgrades to lift stations including communications and flow monitoring. Located areawide.	Remote monitoring will allow adjustments to be made remotely and eliminate unnecessary trips to the stations. This will use less fuel and result in less wear on vehicles.
13	Crow Hill Drive	Wastewater Enterprise Fund	\$ 50,000	Replace/rehabilitate wastewater infrastructure during associated Street resurfacing project. Located on Douglas Island.	Street resurfacing project - maintenance needed to maintain integrity of sewage collection and conveyance system. This protects public health and the environment.

FY 2023 CIP PROJECTS					
Priority	Project	Funding Source	Amount	Description	Sustainability Element
14	Dudley Street (Loop Rd to End)	Wastewater Enterprise Fund	\$ 50,000	Begin design for replacement/rehabilitation of wastewater infrastructure during associated Street resurfacing project. Located in Mendenhall Valley.	Street resurfacing project - maintenance needed to maintain integrity of sewage collection and conveyance system. This protects public health and the environment.
15	Lower D and 1st Street (Douglas) -- Sewer Replacement	Wastewater Enterprise Fund	\$ 50,000	Provide funds to start design to reconstruct Wastewater Utility infrastructure with the associated water utility project.	Street resurfacing project - maintenance needed to maintain integrity of sewage collection and conveyance system. This protects public health and the environment.
16	Stairway Sewer Improvements	Wastewater Enterprise Fund	\$ 250,000	Provide funds to reconstruct Wastewater Utility infrastructure with the associated stairway improvement project.	Maintenance needed to maintain integrity of sewage collection and conveyance system. This protects public health and the environment.
17	Areawide Collection System Improvements	Wastewater Enterprise Fund	\$ 150,000	Replace/repair of manholes, lift stations, and aging sewer piping. Located areawide.	Maintenance needed to maintain integrity of sewage collection and conveyance system. This protects public health and the environment.
18	Road and Utility Project Designs for FY24	Wastewater Enterprise Fund	\$ 50,000	This funding will be utilized to begin design for CIP projects prior to the appropriation of the next year's CIP budget. Consultant workforce shortages and longer material lead times are requiring road and utility construction bids be opened earlier than can be accommodated with a July 1 fiscal year funding availability.	
19	Pavement Management Program-Utility Adjustments (frames & lids)	Wastewater Enterprise Fund	\$ 25,000	Area wide paving provides an opportunity for mainline and manhole reconstruction to repair code compliance issues.	Street resurfacing project - maintenance needed to maintain integrity of sewage collection and conveyance system. This protects public health and the environment.
	Wastewater Utility Total Funding		\$ 7,365,000		
	Water Utility				
1	Glacier Highway (Lena Loop) Water System Condition Scoping	Water Enterprise Fund	\$ 150,000	Begin design and assessment of pipe condition in area of recent water breaks. Located "Out-the-Road".	Maintenance needed to maintain integrity of drinking water system, protecting public health.

FY 2023 CIP PROJECTS					
Priority	Project	Funding Source	Amount	Description	Sustainability Element
2	Cope Park Pump Station Upgrades, New Pumps, Motors, Communications	Water Enterprise Fund	\$ 1,000,000	Replace pumps, motors, communications for Cope Park lift station. Located downtown.	VFD Drives will modulate pressure instead of deadheading into Cla -Val pressure/ flow limiting valve. At times of lower demand motors will run below synchronous speeds, resulting in less energy use.
3	Water Pipeline Assessment	Water Enterprise Fund	\$ 200,000	Perform pipe condition assessment to assess need for replacement. Located areawide.	Evaluating pipe condition, staff can make more informed decisions about when to leave good infrastructure in place (conserving materials and resources), and when replacement is needed to protect drinking water quality.
4	Crow Hill Drive (Douglas Hwy to End)	Water Enterprise Fund	\$ 520,000	The water system was found to be in need of repair when exposed for connection during the Douglas Highway water replacement project. This will replace aging water infrastructure while rehabilitating the roadway surfacing.	Street resurfacing project - maintenance needed to maintain integrity of drinking water system. This protects public health, and using HDPE pipe allows for longer service life.
5	Lower D and 1st Street Douglas Water System Replacement	Water Enterprise Fund	\$ 225,000	Perform investigations and design for replacing the 40+ year old water system under D and 1st Street in Douglas.	Street resurfacing project - maintenance needed to maintain integrity of drinking water system. This protects public health, and using HDPE pipe allows for longer service life.
6	Teal St (supplemental increase from FY22)	Water Enterprise Fund	\$ 70,000	Replace/rehabilitate water infrastructure during associated Street project. Located in Mendenhall Valley.	Street resurfacing project - maintenance needed to maintain integrity of drinking water system. This protects public health, and using HDPE pipe allows for longer service life.
7	Cedar Dr. - Mend to Columbia - Surfacing and Utility Rehabilitation (supplemental increase from FY22)	Water Enterprise Fund	\$ 45,000	Replace/rehabilitate water infrastructure during associated Street resurfacing project. Located in Mendenhall Valley.	Street resurfacing project - maintenance needed to maintain integrity of drinking water system. This protects public health, and using HDPE pipe allows for longer service life.
8	Calhoun Avenue Phase 2 Surfacing and Utility Rehabilitation	Water Enterprise Fund	\$ 230,000	Replace/rehabilitate water infrastructure during associated Street resurfacing project. Located downtown.	Street resurfacing project - maintenance needed to maintain integrity of drinking water system. This protects public health, and using HDPE pipe allows for longer service life.

FY 2023 CIP PROJECTS					
Priority	Project	Funding Source	Amount	Description	Sustainability Element
9	Tongass Phase 2 (supplemental increase from FY22)	Water Enterprise Fund	\$ 105,000	Replace/rehabilitate water infrastructure during associated Street resurfacing project. Located in Mendenhall Valley.	Street resurfacing project - maintenance needed to maintain integrity of drinking water system. This protects public health, and using HDPE pipe allows for longer service life.
10	PRV Station Improvements / Upgrades, Crow Hill, 5th St Douglas, W Jnu	Water Enterprise Fund	\$ 100,000	Install/improve/update SCADA Communications and other upgrades to stations.	Reduce need for in person site visits to monitor stations
11	Areawide Water System Repairs	Water Enterprise Fund	\$ 100,000	Revolving funds used to make preventative maintenance, repairs and minor replacements to the water system as they are discovered.	Maintenance needed to maintain integrity of drinking water system, protecting public health.
12	Road and Utility Project Designs for FY24	Water Enterprise Fund	\$ 50,000	This funding will be utilized to begin design for CIP projects prior to the appropriation of the next year's CIP budget. Consultant workforce shortages and longer material lead times are requiring road and utility construction bids be opened earlier than can be accommodated with a July 1 fiscal year funding availability.	
13	Pavement Management Water Utility Adjustments	Water Enterprise Fund	\$ 8,000	Provide valve boxes for adjusting during road repaving. Located areawide.	
Water Utility Total Funding			\$ 2,803,000		
Public Works and Engineering Total Funding			\$ 25,468,000		
Schools					
1	JSD Buildings Major Maintenance / Match	Temporary 1% Sales Tax Voter Approved 10-1-18 to 9-30-23	\$ 800,000	Fund ongoing civil, architectural, mechanical and electrical deferred maintenance projects and provide matching funds to any outside maintenance or construction grant funding that could be acquired. Located areawide.	
2	MRCS Boiler Room Renovation	Temporary 1% Sales Tax Voter Approved 10-1-18 to 9-30-23	\$ 900,000	Replace Boiler Room mechanical and electrical equipment that is from the original construction in 1983. Located at Mendenhall River Community School.	To upgrade system to be more energy efficient with newer equipment
Schools Total Funding			\$ 1,700,000		

FY 2023 CAPITAL IMPROVEMENT PROJECTS FUNDING SOURCES

FUNDING SOURCES		
	General Sales Tax	\$ 1,700,000
	Areawide Street Sales Tax	\$ 10,500,000
	Temporary 1% Sales Tax - Voter Approved 10/1/18 - 9/30/23	\$ 10,500,000
	State Marine Passenger Fees	\$ 4,095,000
	Bartlett Hospital enterprise Fund	\$ 3,000,000
	Lands & Resources Fund	\$ 150,000
	Wastewater enterprise Fund	\$ 4,165,000
	Water Enterprise Fund	\$ 2,756,700
	Airport Unscheduled Funding	\$ 13,025,000
	Unscheduled Funding	\$ 21,520,000
		\$ 71,411,700

SIX-YEAR DEPARTMENT IMPROVEMENT PLANS

This section of the CIP shows the capital improvement plan for each CBJ department for fiscal years 2023 – 2028. The plans were submitted by the director of the department and were developed in conjunction with a governing board or committee. For example, the Docks and Harbors plan was submitted by the Port Director and developed by the Port Director and the Docks and Harbors Board.

The projects identified for 2023 are those recommended by the City Manager for funding in FY23. Projects identified by the City Manager in years 2024 and 2025 will be recommended for funding in the coming fiscal years. Those projects identified for funding beyond 2025 provide a general direction of capital spending in those years, not a specific direction.

SIX-YEAR DEPARTMENT IMPROVEMENT PLANS							
Division	Priority	FY23	FY24	FY25	FY26	FY27	Future
Administration							
Manager's Office							
Affordable Housing Fund		\$ 400,000					
IT - Infrastructure Upgrades		\$ 400,000					
Zero Waste Program		\$ 100,000					
Circulator Plan		\$ 100,000					
Seawalk Expansion		\$ 1,000,000	\$ 1,500,000	\$ 1,500,000	\$ 5,000,000	\$ 5,000,000	\$ 10,000,000
North State Office Building Parking							\$ 20,000,000
New City Hall							\$ 34,000,000
South End of Gastineau Ave. / S Franklin Alternate Route Feasibility Study							\$ 500,000
Waterfront Juneau Douglas City Museum							\$ 12,000,000
Wayfinding and Gateway Signage - Auke Bay							\$ 250,000
Auke Bay Baywalk and separated Pathway from Ferry Terminal							\$ 5,000,000
W. Douglas Road Feasibility Study/Plan							\$ 250,000
W. Douglas Road Middle Creek Crossing							\$ 4,000,000
Lemon Creek Multi-use Path		\$ 150,000					\$ 8,000,000
Cordova St. Alternate Access							\$ 10,000,000
Move Riverbend Elementry Access to Dimond Park Signalized Entrance							\$ 1,500,000
Replace Montana Creek Bridge (Past Rifle Range)							\$ 1,000,000
North Douglas Channel Crossing							\$ 100,000,000
Implement/Build Lemon Creek Area Plan							\$ 15,000,000
W. Douglas Expansion/Development							\$ 25,000,000
Capital Civic Center							\$ 75,000,000
Manager's Office Total:		\$ 2,150,000	\$ 1,500,000	\$ 1,500,000	\$ 5,000,000	\$ 5,000,000	\$ 321,500,000
Fire							
Glacier FS Mechanical and Electrical Upgrades - GSHP	1	\$ 2,000,000					
Juneau FS Mechanical and Electrical Upgrades - GSHP	2		\$ 4,300,000				
Juneau Fire Station Kitchen Living Area Reconfiguration	3		\$ 408,000				

SIX-YEAR DEPARTMENT IMPROVEMENT PLANS							
Division	Priority	FY23	FY24	FY25	FY26	FY27	Future
Fire Training Center Improvements PFAS Mitigation.	4		\$ 75,000				
Juneau Station SCBA Air Compressor Replacement	6	\$ 200,000					
Training Center Exterior Wall Repairs	8					\$ 150,000	
Station Alerting System for Volunteer Stations	9						\$ 25,000
Juneau Fire Station Apparatus Door Replcaement	10						\$ 467,000
Training Center Wetlands DNR Approval Study	11					\$ 20,000	
Burn Pit Replacement at Training Center for ARFF (Glacier FS)	12			\$ 1,000,000			
Lemon Creek Fire Station Site Selection/Analysis/Acquisition and Programming	13				\$ 100,000		
Lemon Creek Fire Station Design and Permitting	14					\$ 1,600,000	
Lemon Creek Fire Station Construction	15						\$ 3,000,000
Fire Total:		\$ 2,200,000	\$ 4,783,000	\$ 1,000,000	\$ 100,000	\$ 1,770,000	\$ 3,492,000
Police							
JPD and CCFR - Radio System Replacement	1	\$ 150,000					\$ 12,000,000
Roof Replacement	2	\$ 1,500,000					
DEU Building Expansion	3	\$ 70,000	\$ 680,000				
Flooring Replacement	4	\$ 100,000					
Specialty Vehicle Covered Parking	5				\$ 1,000,000		
Physical Evidence Storage	6				\$ 500,000		
Police Total:		\$ 1,820,000	\$ 680,000	\$ -	\$ -	\$ -	\$ -
Administration Total:		\$ 3,970,000	\$ 4,380,000	\$ 6,283,000	\$ 6,000,000	\$ 5,100,000	\$ 323,270,000
Airport							
Construct Terminal Area (121/135) Apron Rehab & North Ramp Lighting & Fencing	1	\$ 7,400,000					
26 MALSR (FAA F&E Project)	2	\$ 3,900,000					
Channel Flying Property Acquisition (FAA Compliance)	3	\$ 1,500,000					
Taxilane Improvement (East) non-FAA Eligible Portions	4	\$ 225,000					

SIX-YEAR DEPARTMENT IMPROVEMENT PLANS							
Division	Priority	FY23	FY24	FY25	FY26	FY27	Future
Design/Const. Conversion of Runway 8/26 to 9/27 - MAGVAR (2025)	5		\$ 400,000				
Replace ARFF Truck (2003)	6		\$ 1,000,000				
Design West GA Taxilanes and Apron	7		\$ 1,000,000				
Acquire Wetlands Access Vehicle (w/CCFR)	8		\$ 300,000				
Planning & Environmental Old Sand Shed Site Utilization Study	9		\$ 500,000				
Reconstruct West GA Taxilanes	10			\$ 2,800,000			
Reconstruct West Tiedown Apron	11			\$ 3,300,000			
Replace Snow Removal Equipment	12				\$ 5,000,000		
Design/Const. Safety Area Grading @ RW Shoulder and NAVAIDs	13					\$ 3,300,000	
Emergency Vehicle Access Road (EVAR) Extend Design/Construct	14					\$ 500,000	
Design/Const. Taxiway C Reconfiguration	15						\$ 5,000,000
NE Development Area Sewer Infrastructure	16						\$ 100,000
Phase IC SREB (remainder of maintenance shop) Non-FAA Eligible	17						\$ 5,500,000
Design & Reconstruct Alex Holden Way, Cessna and Renshaw	18						\$ 2,200,000
Airport Total:		\$ 13,025,000	\$ 3,200,000	\$ 6,100,000	\$ 5,000,000	\$ 3,800,000	\$ 12,800,000
BRH							
Deferred Maintenance	1	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000
Relocate & Remodel Materials, Laundry, Biomed & Dietary	2		\$ 2,500,000	\$ 2,500,000			
Medical Office Building	3		\$ 2,000,000	\$ 1,000,000			
North Building Addition	4			\$ 40,000,000			
First Floor Renovation	5				\$ 12,000,000		
Remodel Laboratory	6						\$ 3,750,000
Maintenace Building for Equipment	7						\$ 1,000,000
BRH Total:		\$ 3,000,000	\$ 7,500,000	\$ 46,500,000	\$ 15,000,000	\$ 3,000,000	\$ 7,750,000

SIX-YEAR DEPARTMENT IMPROVEMENT PLANS							
Division	Priority	FY23	FY24	FY25	FY26	FY27	Future
Docks & Harbors							
Docks							
Dock Waterside Safety Railings	1	\$ 1,200,000					
NOAA Dock Acquisition	2		\$ 3,000,000				
Small Cruise Ship Infrastructure	3						\$ 25,000,000
Shore Power at Cruise Ship Berths	4						\$ 25,000,000
Downtown Waterfront Improvements Ph II (Restrooms)	5						\$ 3,000,000
Lightering Float Replacement	6						\$ 650,000
Deck Over at People's Wharf	7						\$ 3,000,000
Docks Total:		\$ 1,200,000	\$ 3,000,000	\$ -	\$ -	\$ -	\$ 56,650,000
Harbors							
UAS Downtown Property Purchase	1	\$ 3,000,000					
Aurora Harbor Rebuild - Ph III	2		\$ 4,000,000				
Aurora Harbor Rebuild - Ph IV	3			\$ 5,000,000			
Cost Share w/ ACOE - Statter Breakwater Feasibility Study	4	\$ 500,000					
North Douglas Boat Ramp Improvements	5					\$ 5,000,000	
Statter Harbor Passenger for Hire Ph IIIC	6		\$ 4,000,000				
Juneau Fisheries Terminal Development	7						\$ 25,000,000
Marine Service Center	8						\$ 25,000,000
Aurora Harbormaster Building and Shop Replacement	9						\$ 3,000,000
Wayside Float Maintenance Dredging	10				\$ 350,000		
Douglas Harbor Uplands Improvements	11						\$ 2,000,000
Statter Harbor Shop/Garage/Storage Facility	12						\$ 1,500,000
Aurora Harbor Dredging - Tug Slips	13						\$ 350,000
Auke Bay Net Repair Float	14						\$ 300,000
Taku Harbor/Stockade Point Float Replacement	15						\$ 300,000
Auke Bay Non-Motorized Coastal Transportation Link	16						\$ 12,500,000
Fish Sales Facility - Harris Harbor	17						\$ 1,000,000
Harbor Total:		\$ 3,500,000	\$ 8,000,000	\$ 5,000,000	\$ 350,000	\$ 5,000,000	\$ 70,950,000
Docks & Harbors Total:		\$ 4,700,000	\$ 11,000,000	\$ 5,000,000	\$ 350,000	\$ 5,000,000	\$ 127,600,000

	SIX-YEAR DEPARTMENT IMPROVEMENT PLANS							
	Division	Priority	FY23	FY24	FY25	FY26	FY27	Future
Eaglecrest Ski Area								
	Septic System Upgrades	1	\$ 100,000					
	Parking Lot Repair	2	\$ 60,000				\$ 150,000	
	Rock Blast	3	\$ 50,000				\$ 50,000	
	Brown Shop Structural Repair	4	\$ 20,000					
	Ski Trail Maintenance	5	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
	Miscellaneous Lift Parts	6	\$ 15,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
	Snowmaking Improvements	7	\$ 20,000	\$ 5,000		\$ 100,000		
	Lodge Repair and Upkeep	8	\$ 30,000	\$ 200,000	\$ 100,000	\$ 50,000	\$ 50,000	\$ 50,000
	Weather Station Tower Upgrades	9	\$ 10,000					
	Cabin Renovations	10	\$ 20,000					
	Black Bear Chair Haul Rope	11		\$ 70,000				
	Hooter Top Bullwheel Bearing	12		\$ 45,000				
	Bike/Hiking Trail Construction	13		\$ 30,000	\$ 20,000	\$ 30,000	\$ 30,000	\$ 30,000
	Nordic Trail Improvements	14			\$ 15,000	\$ 15,000	\$ 15,000	
	Black Bear Gear Box & Motor Room Enclosure	15			\$ 150,000			\$ 400,000
	Patrol Locker Room	16		\$ 50,000				
	Hooter Gear Box and Final Drive	17				\$ 60,000		
	Raising Cropley Dam	18					\$ 200,000	
	Expansion and Summer Operations Development	19						\$ 12,500,000
Eaglecrest Ski Area Total:			\$ 355,000	\$ 450,000	\$ 335,000	\$ 305,000	\$ 545,000	\$ 13,030,000
Lands & Resources								
	Pederson Hill Phase 2	1	\$ 5,000,000					
	Pederson Hill Phase 3	2			\$ 5,000,000			
	Auke Bay Development Access Road Design	2	\$ 200,000					
	Auke Bay Residential City Land Development	3		\$ 2,000,000				
	Douglas Pioneer Road Maintenance	4	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	
	Stabler Quarry Maintenance	5	\$ 100,000	\$ 50,000	\$ 100,000	\$ 50,000	\$ 10,000	
	North Lemon Creek Material Source Maintenance	6	\$ 50,000	\$ 100,000	\$ 50,000	\$ 100,000	\$ 50,000	
	South Lemon Creek Development Study	7	\$ 200,000					
	South Lemon Creek Development Phase 1 - (Example- Compost/Construction Waste/Snow Storage)	8		\$ 2,000,000				

SIX-YEAR DEPARTMENT IMPROVEMENT PLANS							
Division	Priority	FY23	FY24	FY25	FY26	FY27	Future
CBJ Combined Sleep Off Center and Warming Shelter	9	\$ 1,000,000					
Telephone Hill Development	10						\$ 7,500,000
Lands & Resources Total:		\$ 6,600,000	\$ 4,200,000	\$ 5,200,000	\$ 200,000	\$ 110,000	\$ 7,500,000
Library							
City Museum Window and Weather Barrier Replacement	1	\$ 597,000					
MPG Elevator Lobby	2		\$ 100,000				
Downtown Library Staff Bathroom/Breakroom	3			\$ 50,000			
Douglas Library Carpeting	4			\$ 65,000			
Downtown Library Carpeting	5				\$ 100,000		
Valley Library/Dimond Park Acquatic Center Outdoor Space Upgrade	6					\$ 1,500,000	
Douglas Library Air Source Heat Pump	7						\$ 1,000,000
Downtown Library Air Source Heat Pump	8						\$ 1,000,000
Library Total:		\$ 597,000	\$ 100,000	\$ 115,000	\$ 100,000	\$ 1,500,000	\$ 2,000,000
Parks & Recreation							
Deferred Building Maintenance	1	\$ 2,500,000	\$ 1,550,000	\$ 1,600,000	\$ 1,650,000	\$ 1,700,000	\$ 1,750,000
General Trail Repairs and Improvements	2	\$ 350,000	\$ 260,000	\$ 265,000	\$ 270,000	\$ 275,000	\$ 20,000,000
Park & Playground Maintenance & Improvements	3	\$ 100,000	\$ 420,000	\$ 430,000	\$ 440,000	\$ 450,000	\$ 460,000
Sports Field Repairs and Improvements	4	\$ 100,000	\$ 250,000	\$ 260,000	\$ 270,000	\$ 280,000	\$ 290,000
Montana Creek Recreation Area Parking	5	\$ 350,000					
Public Use Cabin	6	\$ 150,000					
Neighborhood Park Challenge Grant Matching Funds (JPF)	7	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Hank Harmon Public Range Hunter Safety Access Grant (Unscheduled)	8	\$ 600,000					
Eagle Valley Center Heat Pump and Energy Efficiency (Unscheduled)	9	\$ 300,000					
Centennial Hall Fiberoptics Cable Connection to KTOO	10	\$ 50,000					
Elevator for Dimond Park Field House	11		\$ 450,000				

SIX-YEAR DEPARTMENT IMPROVEMENT PLANS								
Division	Priority	FY23	FY24	FY25	FY26	FY27	Future	
Adair-Kennedy Track Repair	12		\$ 350,000					
Montana Creek Recreation Area Trails	13		\$ 300,000					
Jackie Renninger Skate Park Building Safety, Drainage, Parking Lot Repairs, Lighting	14		\$ 200,000	\$ 1,500,000				
Valley Park Operations Storage and Lighting	15		\$ 250,000					
Centennial Hall - New Security System	16		\$ 29,200					
Centennial Hall - Mechanical and Electrical Upgrades	17		\$ 1,640,100					
City Hall Repairs	18		\$ 8,000,000					
Fish Creek Park ADA Fishing, Camping and Access Improvements	19		\$ 250,000					
Aquatic Facilities Security Cameras	20		\$ 50,000					
Augustus Brown Pool - Parking Lot Repairs & Security Lighting	21		\$ 500,000					
Centennial Hall - Lobby Expansion and New Meeting Rooms	22			\$ 3,997,300				
Centennial Hall - Meeting Room Wing Renovation	23			\$ 1,860,100				
Lemon Creek Bike and Pedestrian Connectivity Planning	24			\$ 100,000				
Treadwell Ice Arena - Parking Lot Paving	25			\$ 280,000				
Riverside Rotary Park Parking Lot & Pathway Repairs, Lighting	26			\$ 300,000	\$ 350,000			
Treadwell Ice Arena - Custom Bleachers/Storage Unit	27			\$ 90,000				
Sunshine Cove Vault Toilet	28					\$ 75,000		
Cope Park Paving, ADA Paths, & Drainage	29					\$ 650,000		
Adair-Kennedy Park Repair and Replacement	30					\$ 1,800,000	\$ 800,000	
Auke Lake Trail - Montana Creek Trail Corridor and Brotherhood Park Consolidation (Grant)	31					\$ 2,000,000		
Treadwell Ice Arena - Refrigeration System Replacement	32				\$ 1,650,000			

SIX-YEAR DEPARTMENT IMPROVEMENT PLANS							
Division	Priority	FY23	FY24	FY25	FY26	FY27	Future
Evergreen Cemetery Headstone and Landscape Restoration	33				\$ 250,000		
Auke Lake Wayside Restrooms and Dock	34				\$ 500,000		
Outer Point Waterfront	35				\$ 210,000		
Centennial Hall - Office, Entry, Greenroom and Exterior Wall Upgrades	36				\$ 4,063,900		
Landscape Operations Greenhouse Replacement	37					\$ 500,000	
Savikko Park Restroom #1 Replacement (LWCF Project with D&H)	38					\$ 650,000	
Savikko Park (Sandy Beach) Restroom Replacement	39					\$ 650,000	
Riverside Rotary Park Restroom	40					\$ 600,000	
Centennial Hall - Restroom, Kitchen and Ballroom Entrance Renovation	41					\$ 456,600	
Treadwell Ice Arena - Concession Area Upgrade	42						\$ 30,000
Savikko Park Gold Rush Days Plaza Improvements	43						\$ 650,000
West Mendenhall Valley Wetlands	44						\$ 480,000
Centennial Hall - Site and Civil Improvements	45						\$ 3,080,000
Marine Parking Garage Vehicle Barrier Replacement	46						\$ 500,000
Twin Lakes ADA Dock Replacement	47						\$ 100,000
Twin Lakes Ice Skating Lights	48						\$ 150,000
Consolidated Facilities & Park Maintenance Shop	49						\$ 5,500,000
Treadwell Ice Arena - Electric Ice Resurfacers Charging Station	50						\$ 775,000
Douglas Shop - Indoor Gym Conversion	51						\$ 750,000
North Bridget Cove	52						\$ 540,000
Parks & Recreation Department Total:		\$ 4,515,000	\$ 14,514,300	\$ 10,697,400	\$ 9,668,900	\$ 10,101,600	\$ 35,870,000
Public Works & Engineering							
Capital Transit							
Bus Charging Infrastructure	1	\$ 5,960,000		\$ 1,000,000			
Bus Shelter Improvements	2	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000

SIX-YEAR DEPARTMENT IMPROVEMENT PLANS								
Division		Priority	FY23	FY24	FY25	FY26	FY27	Future
Bus Barn Roof		3	\$ 500,000					
Transit Development Plan		4		\$ 300,000				
Capital Transit Total:			\$ 6,520,000	\$ 360,000	\$ 1,060,000	\$ 60,000	\$ 60,000	\$ 60,000
Engineering								
Juneau N Douglas Crossing PEL		1	\$ 175,000	\$ 250,000				
Road and Utility Project Designs		2	\$ 100,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Contaminated Sites ADEC Followup Reporting		3	\$ 50,000	\$ 150,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
EV Charging infrastructure		4		\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Engineering Department Total:			\$ 325,000	\$ 650,000	\$ 325,000	\$ 325,000	\$ 325,000	\$ 325,000
Streets								
Pavement Management Program		1	\$ 800,000	\$ 850,000	\$ 800,000	\$ 900,000	\$ 900,000	\$ 950,000
Sidewalk and Stair Repairs		2	\$ 750,000	\$ 250,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Areawide Drainage Improvements		3	\$ 200,000	\$ 250,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Teal St (Supplemental Increase from FY22)		4	\$ 992,000					
Cedar Dr. - Mendenhall Blvd. to Columbia - Surfacing and Utility Rehabilitation		5	\$ 360,000					
Calhoun Ave Ph 2 Surfacing and Utility Rehabilitation		6	\$ 1,750,000					
Calhoun Ave Pedestrian Overpass		7	\$ 350,000					
Tongass Ph 2 (Supplemental Increase from FY22)		8	\$ 540,000					
Crow Hill Dr Surfacing and Utility Rehabilitation		9	\$ 2,973,000					
7 Mile Fleet Garage Bay Canopy Addition		10	\$ 100,000					
Gold Creek Flume Rehabilitation		11	\$ 200,000					
Nowell Ave Improvements		12	\$ 1,100,000					
Foster Ave Improvements - (South of Cordova)		13	\$ 2,500,000					
Dudley St Improvements (Loop Rd to End)		14	\$ 4,425,000					
Conifer Ln Improvements		15	\$ 1,500,000					
Poplar Ave - (Mendenhall Blvd to Taku Blvd)		16	\$ 1,500,000					
Starlite Ct Improvements		17	\$ 1,500,000					
Lakeview Ct Improvements		18	\$ 1,300,000					
7 Mile Heavy Equipment Shed		18		\$ 850,000				

SIX-YEAR DEPARTMENT IMPROVEMENT PLANS							
Division	Priority	FY23	FY24	FY25	FY26	FY27	Future
Chelsea Ct Improvements	19		\$ 600,000				
Eyelet Ct Improvements	20		\$ 500,000				
Melrose St Repave and Drainage	21		\$ 2,500,000				
F Street 10th to W 8th and W 8th	22		\$ 4,000,000				
Troy Ave Improvements	23		\$ 1,200,000				
Dogwood Ln (Columbia Blvd to Poplar)	24		\$ 3,000,000				
N. Longrun Dr Improvements (Riverside Dr to end)	25		\$ 4,000,000				
Gold Creek Flume Repairs	26		\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	
Clinton Dr	27			\$ 5,000,000			
N Riverside Dr Improvements (Division St to Taku Blvd)	28			\$ 4,000,000			
Mallard St Improvements	29			\$ 2,500,000			
Creek St Improvements	30			\$ 350,000			
Lawson Creek Rd (Crowhill Dr to End)	31			\$ 1,100,000			
N Franklin 2nd to 6th St	32			\$ 3,000,000			
N Riverside Dr (Taku Blvd to Tournure St)	33			\$ 3,500,000	\$ 2,500,000		
Blackerby St (Glacier Hwy to End)	34				\$ 3,000,000		
Taku Blvd (Loop Rd to Poplar Ave)	35				\$ 4,000,000		
Vintage Blvd Improvements Ph I	36				\$ 3,000,000		
Radcliff Rd (Berners Ave to End)	37				\$ 2,500,000		
Sharon St	38				\$ 1,900,000		
N Franklin 2nd to 6th St	39				\$ 4,000,000	\$ 4,000,000	
Taku Blvd (Poplar to Albatross)	40					\$ 3,500,000	
Thunder Mountain Rd	41					\$ 2,500,000	
Douglas Paving LID	42					\$ 4,500,000	
Taku Blvd (Albatross to Wood Duck)	43					\$ 4,000,000	
5th Street Douglas	44						\$ 6,500,000
2nd Street Douglas	45						\$ 4,500,000
White Subdivision (Dimond and Bartlett Streets)	46						\$ 5,000,000
Streets Division Total:		\$ 22,840,000	\$ 18,600,000	\$ 21,250,000	\$ 22,800,000	\$ 20,400,000	\$ 17,350,000
Wastewater Utility							
MWWTP SCADA		\$ 1,500,000					

SIX-YEAR DEPARTMENT IMPROVEMENT PLANS							
Division	Priority	FY23	FY24	FY25	FY26	FY27	Future
Outer Drive and West Juneau Pump Station upgrades		\$ 500,000					
JDTP Decant Station		\$ 2,750,000					
Facilities Planning (Infiltration and Inflow, ABTP Long Term Study, Solids Digestor)		\$ 300,000	\$ 200,000	\$ 200,000			
MWWTP Treatment Upgrades - SBR Tank Rehab/Full Floor Aeration		\$ 500,000	\$ 4,000,000	\$ 200,000	\$ 1,500,000		
MWWTP Influent Piping Reconfiguration/Valve Upgrades		\$ 500,000					
Teal St (Supplemental Increase from FY22, Street Reconstruction)		\$ 150,000					
Cedar Dr - Mendenhall Blvd to Columbia (Supplemental Increase from FY22, Street Reconstruction)		\$ 45,000					
Calhoun Ave Phase 2 - Governor's House to Main St		\$ 35,000					
Tongass Blvd Phase 2 - Dudley to End		\$ 60,000					
JDTP SCADA and Instrumentation Upgrades		\$ 150,000	\$ 300,000				
Lift Station upgrades		\$ 250,000	\$ 750,000	\$ 500,000	\$ 750,000		\$ 750,000
Crow Hill Dr - Street Reconstruction		\$ 50,000					
Dudley Street (Loop Rd to End) - Street Reconstruction Scoping		\$ 100,000					
Lower D and 1st Street (Douglas) -- Scoping		\$ 50,000					
Stairway Sewer Improvements		\$ 250,000					
Areawide Collection System Improvements		\$ 150,000	\$ 100,000	\$ 100,000	\$ 50,000		\$ 50,000
Pavement Management Program-Utility Adjustments (Frames & Lids)		\$ 25,000	\$ 25,000	\$ 25,000	\$ 30,000	\$ 30,000	\$ 30,000
MWWTP Treatment Upgrades - UV Disinfection System Replacement			\$ 250,000	\$ 2,000,000	\$ 2,000,000		
MWWTP Treatment Upgrades - Decant EQ/Tertiary Filtration			\$ 250,000	\$ 2,000,000	\$ 2,000,000		
MWWTP Pretreatment Improvements (FOG/Grit Removal)			\$ 250,000	\$ 3,000,000	\$ 2,500,000		
MWWTP Biosolids Pelletizer/Crusher			\$ 1,000,000				

SIX-YEAR DEPARTMENT IMPROVEMENT PLANS							
Division	Priority	FY23	FY24	FY25	FY26	FY27	Future
Long Run Dr (Riverside Dr to End) - Street Reconstruction			\$ 150,000				
Eyelet Ct - Street Reconstruction			\$ 55,000				
Dogwood Ln -- Street Reconstruction			\$ 150,000				
Conifer Ln - Street Reconstruction			\$ 125,000				
Mallard St - Street Reconstruction			\$ 150,000				
Melrose St - Street Reconstruction			\$ 125,000				
Poplar Ave - Mendenhall to Taku - Street Reconstruction			\$ 90,000				
Lakeview Ct - Street Reconstruction			\$ 100,000				
Behrends Ave - Street Reconstruction			\$ 100,000				
Thunder Mountain Rd - Street Reconstruction			\$ 35,000				
W. 9th St & Indian St Improvements (8th to Capital) - Street Reconstruction			\$ 150,000				
Chelsea Ct - Street Reconstruction			\$ 10,000				
Foster Ave - Street Reconstruction			\$ 200,000				
Vintage Blvd - Street Reconstruction			\$ 125,000				
Lawson Creek Rd - Street Reconstruction			\$ 100,000				
Troy Ave Improvements - Street Reconstruction			\$ 45,000				
ABTP Structural and Building Upgrades			\$ 200,000		\$ 200,000		
ABTP SCADA and Instrumentation			\$ 300,000				
Airport Area Roads - Street Reconstruction			\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	
JDTP Facility Structural improvements			\$ 900,000	\$ 900,000			
MWWTP Primary Treatment Improvement (Microscreens)				\$ 500,000		\$ 3,000,000	\$ 3,000,000
MWWTP Outfall Maintenance and Rehabilitation				\$ 250,000		\$ 250,000	
MWWTP Site Improvements (Lighting, Security, Access, HVAC)				\$ 500,000			
MWWTP MCC Upgrades/Replacements				\$ 200,000	\$ 1,500,000		
MWWTP Facility Structural and Painting Projects				\$ 500,000	\$ 500,000		\$ 500,000
ABTP Tank Replacement/Retrofit				\$ 200,000	\$ 1,500,000		

SIX-YEAR DEPARTMENT IMPROVEMENT PLANS							
Division	Priority	FY23	FY24	FY25	FY26	FY27	Future
JDTP Site Improvments (Lighting, Security, Access)				\$ 150,000			
Long Run Dr Lift Station Wet Well Improvements				\$ 500,000			
Street Reconstructions				\$ 400,000	\$ 400,000	\$ 400,000	\$ 450,000
JDTP Outfall Maintenance and Rehabilitation					\$ 500,000	\$ 1,500,000	
ABTP Treatment Process Repairs and Upgrades					\$ 500,000	\$ 2,000,000	\$ 1,000,000
WW Collections Operations Shop					\$ 850,000		\$ 15,000,000
ADOT Road Construction Utility Replacements					\$ 500,000	\$ 1,500,000	\$ 1,000,000
Gruening Park Forcemain Replacement - Renninger to Mapco					\$ 1,250,000		
MWWTP SBR/WS/TS Pump Replacement						\$ 750,000	
ABTP Outfall Preventative Maintenance and Repairs						\$ 200,000	\$ 1,000,000
JDTP Treatment Process Upgrades (UV System, pH Adjustment)						\$ 500,000	\$ 1,000,000
MTP Conversion to AGS						\$ 1,500,000	\$ 6,000,000
Wastewater Utility Division Total:		\$ 7,365,000	\$ 10,385,000	\$ 12,275,000	\$ 16,680,000	\$ 11,780,000	\$ 29,780,000
Water Utility							
Glacier Highway (Lena Lp) Scoping		\$ 150,000					
Cope Park Pump Station Upgrades, Pumps, Motors, and Communications		\$ 1,000,000					
Water Pipeline Assessment		\$ 250,000					
Crow Hill Dr (Douglas Hwy to End)		\$ 520,000					
Lower D and 1st St Douglas		\$ 225,000					
Teal St (Supplemental Increase from FY22, Street Reconstruction)		\$ 70,000					
Cedar Dr - Mendenhall Blvd to Columbia (Supplemental Increase from FY22, Street Reconstruction)		\$ 45,000					
Calhoun Ave Ph 2 - Governor's House to Main St - Street Reconstruction		\$ 230,000					
Tongass Ph 2, Dudley St to End		\$ 105,000					

SIX-YEAR DEPARTMENT IMPROVEMENT PLANS							
Division	Priority	FY23	FY24	FY25	FY26	FY27	Future
PRV Station Improvements/Upgrades, Crowhill, 5th St Douglas		\$ 100,000	\$ 250,000				
Areawide Water System Repairs/Replacement		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 120,000	\$ 120,000
Pavement Management Utility Adjustments (Valve Boxes, Vault Lids, etc.)		\$ 8,000	\$ 10,000	\$ 10,000	\$ 12,000	\$ 12,000	\$ 12,000
Salmon Creek Onsite Chlorine Generation Replace/Upgrade			\$ 400,000				
Cedar Park (W Juneau) Pump Station Upgrades/Rehab			\$ 750,000				
Last Chance Basin Well #4 Rehab			\$ 100,000				
AJ Tunnel No. 3 and Mill Tunnel Rehab and Interim Repairs			\$ 500,000		\$ 2,500,000	\$ 2,500,000	
Nowell Ave (North of Cordova) Water - Street Reconstruction			\$ 150,000				
Airport Area Water System Replacement (Mallard, Alpine, Jordan, Airport Blvd, etc.)			\$ 500,000	\$ 500,000	\$ 500,000		
Dudley Street (Loop to End) Water System - Street Reconstruction			\$ 180,000				
Channel Dr Water, Egan Crossing from DIPAC across Egan			\$ 250,000	\$ 1,500,000			
Starlite Ct - Bayview - Water System - Street Reconstruction			\$ 200,000				
Basin Road Water (8th to Trestle) - Street Reconstruction			\$ 150,000				
Conifer Ln water - Street Reconstruction			\$ 180,000				
Poplar Ave Water System - Street Reconstruction			\$ 175,000				
Chelsea Ct water system - Street Reconstruction			\$ 185,000				
Lakeview CT Water Replacement - Street Reconstruction			\$ 80,000				
W 9th and Indian Street - 8th to Capital Ave Water System - Street Reconstruction			\$ 175,000				
MOV Installations & Communications Mill Tunnel, W. Juneau, Crow Hill Dr			\$ 250,000	\$ 1,250,000			

SIX-YEAR DEPARTMENT IMPROVEMENT PLANS							
Division	Priority	FY23	FY24	FY25	FY26	FY27	Future
I Street Douglas Watermain Replacement			\$ 185,000				
Egan Drive Water Crossings Replacement, Norway Pt, Highland Dr, Salmon Creek			\$ 800,000				
Outer Drive Watermain Replacement - Main St South to Admiral Way/S. Franklin			\$ 1,350,000				
Downtown Stairway/Easements 3rd St, Franklin to Gold St - Street Reconstruction			\$ 220,000				
Foster Ave (S of Cordova) Water System Replacement - Street Reconstruction			\$ 180,000				
Dogwood Water system - Columbia to Poplar - Street Reconstruction			\$ 180,000				
Vintage Boulevard - Street Reconstruction			\$ 200,000				
Melrose St - Street Reconstruction			\$ 180,000				
Short St (Glacier Hwy to End) Water - Street Reconstruction			\$ 50,000				
Thunder Mountain Rd Water - Street Reconstruction			\$ 225,000				
Lena Lp Water System Replacement			\$ 2,500,000				
ADOT Projects Utility Adjustments (Provide Valve Boxes, Vault Lids, etc.)			\$ 50,000		\$ 60,000		\$ 60,000
Mendenhall Peninsula Water Replacement - Glacier Hwy to Engineers Cutoff				\$ 3,000,000			
LCB Well Pump VFD Conversion and Programming Upgrades				\$ 500,000	\$ 500,000		
Crow Hill Reservoir Improvments, Mixer, Cathodic Protection				\$ 150,000			
Last Chance Basin Well #5 Rehabilitation				\$ 100,000			
Channel Crossing Automation and SCADA Communication				\$ 400,000			
5th Street Douglas and up Linellen Hts				\$ 850,000			
Crow Hill Reservoir Fill Line Replacement (above 5th St to Reservoir)				\$ 1,500,000			
First St Douglas Water System Replacement				\$ 300,000			
Long Run Drive - Riverside Dr to End - Street Reconstruction				\$ 225,000			

SIX-YEAR DEPARTMENT IMPROVEMENT PLANS								
Division	Priority	FY23	FY24	FY25	FY26	FY27	Future	
Eyelet Ct - Street Reconstruction				\$ 45,000				
Mark Alan St Water System - Street Reconstruction				\$ 75,000				
Crow Hill Drive Water System - Street Reconstruction				\$ 180,000				
Troy Ave - Street Reconstruction				\$ 180,000				
N Douglas Hwy Waterline Replacement - Bridge to 4000 Block				\$ 3,600,000				
Salmon Creek Filter Plant Filter Plant Upgrades					\$ 2,500,000			
Mendenhall Peninsula Water Replacement - Engineers Cutoff to End					\$ 3,500,000			
East Valley Reservoir Improvements, Mixer, Cathodic Protection, Power to Reservoir					\$ 450,000			
Metering Upgrades, Radio Read, Master Station, Mobile Pack					\$ 500,000			
Glacier Highway Hospital to Vanderbilt Water Slip Lining or Replacement					\$ 3,500,000			
East Valley Reservoir Fill Line Replacement					\$ 850,000			
Harris Street 4th to 5th Watermain Replacement - Street Reconstruction					\$ 80,000			
Lawson Creek Road - Street Reconstruction					\$ 175,000			
Blackerby Street Waterline Replacement					\$ 175,000			
Street Reconstructions					\$ 900,000			
LCB Well 1 Rehabilitation						\$ 100,000		
Engineers Cutoff Water Replacement						\$ 1,500,000		
Crow Hill Pump Station Upgrades/Rehab						\$ 750,000		
Downtown High Elevation PRV Replacements						\$ 950,000		
West Juneau Reservoir Fill Line Replacement (top of Jackson to Reservoir)						\$ 850,000		
Mill Tunnel to Franklin piping and PRV Replacement						\$ 1,750,000		
Bonnie Brae Water System Replacement						\$ 1,500,000		
Lena Pump Station Upgrades						\$ 500,000		

	SIX-YEAR DEPARTMENT IMPROVEMENT PLANS							
	Division	Priority	FY23	FY24	FY25	FY26	FY27	Future
	Street Reconstructions						\$ 3,500,000	
	Salmon Creek Filter Plant Capacity Increase (Additional Filter Rack)							\$ 500,000
	LCB Well 2 Rehabilitation							\$ 150,000
	Replacement							\$ 850,000
	LCB Wells 6 and 7 Pump Replacements							\$ 150,000
	SCADA and Station Communication Upgrades							\$ 250,000
	Lena Loop Slip Liner or Replacement							\$ 4,750,000
	Water Utility Shop							\$ 850,000
	Salmon Creek Reservoir Major Rehab							\$ 1,500,000
	Street Reconstructions							\$ 1,250,000
	North Douglas Waterline - 4000 Block to Bonnie Brae							\$ 4,000,000
	New Water Shop and Offices							\$ 7,500,000
Water Utility Division Total:			\$ 2,803,000	\$ 10,705,000	\$ 14,465,000	\$ 16,302,000	\$ 14,032,000	\$ 21,942,000
Public Works & Engineering Department Total:			\$ 39,853,000	\$ 40,700,000	\$ 49,375,000	\$ 56,167,000	\$ 46,597,000	\$ 69,457,000
Schools								
	JSD Annual Deferred Maintenance	1	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
	DHMS Roof Replacement	2	funded fy22	-	-	-	-	-
	Riverbend Roof Replacement	3	funded fy22		-	-	-	-
	MRCS Boiler Room Renovation	4	\$ 900,000		-	-	-	-
	Riverbend Carpet/Foundation Repairs	5		\$ 2,000,000				
	JDHS Boiler Room Renovation	6		\$ 1,500,000	-	-	-	-
	Replacements	7	-	-	\$ 1,100,000		-	-
	MDAS Exterior Entry Improvements	8	-	-	-	\$ 800,000	-	-
	Replacement	9	-	-	-	-	\$ 1,300,000	-
	MDAS Renovation	10	-	-	-	-	-	\$ 37,000,000
	MRCS Renovation	11	-	-	-	-	-	\$ 21,000,000
	DHMS Deferred Maintenance	12	-	-	-	-	-	\$ 21,500,000
	JDHS Deferred Maintenance	13	-	-	-	-	-	\$ 17,000,000
	Riverbend Deferred Maintenance	14	-	-	-	-	-	\$ 7,500,000
	TMHS Deferred Maintenance	15	-	-	-	-	-	\$ 6,700,000
	FDMS Deferred Maintenance	16	-	-	-	-	-	\$ 4,000,000

SIX-YEAR DEPARTMENT IMPROVEMENT PLANS							
Division	Priority	FY23	FY24	FY25	FY26	FY27	Future
Glacier Valley Deferred Maintenance	17	-	-	-	-	-	\$ 3,500,000
Harborview Deferred Maintenance	18	-	-	-	-	-	\$ 2,700,000
JSD Maintenance Facility Deferred Maintenance	19	-	-	-	-	-	\$ 3,500,000
JSD Central Office (Old Dairy) Deferred Maintenance	20	-	-	-	-	-	\$ 2,000,000
Gastineau Deferred Maintenance	21	-	-	-	-	-	\$ 1,500,000
AB Deferred Maintenance	22	-	-	-	-	-	\$ 1,100,000
Schools Total:		\$ 1,900,000	\$ 4,500,000	\$ 2,100,000	\$ 1,800,000	\$ 2,300,000	\$ 130,000,000
6 Year Improvement Totals:		\$ 78,515,000	\$ 90,544,300	\$ 131,705,400	\$ 94,590,900	\$ 78,053,600	\$ 729,277,000

FINANCIAL SUMMARY OF CURRENT PROJECTS
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This section of the CIP provides a financial summary for the capital improvements that were active on February 24, 2022. A table is presented showing the project name, budget, commitments, expenditures to date, and the funds available to complete each improvement. This financial information is obtained from Infor, CBJ's official accounting system.

FY 2023 CIP PROJECT DESCRIPTIONS					
Financial Summary					
as of February 23, 2022					
Activity	Project Name	Budget	Commitments	Actuals	Funds Available
001-001	AC for Penny problems GM	\$ -	\$ -	\$ 2.61	\$ (2.61)
A50-001	Airport CIP Project Design	\$ 261,432.00	\$ -	\$ 116,644.05	\$ 144,787.95
A50-081	Runway 26 MALSR	\$ 93,750.00	\$ -	\$ 9,501.70	\$ 84,248.30
A50-086	SREB	\$ 20,551,623.58	\$ 175,480.04	\$ 20,440,513.89	\$ (64,370.35)
A50-090	Design Twy A Rehab/E&D-1 Reali	\$ 2,111,000.00	\$ -	\$ 1,948,795.71	\$ 162,204.29
A50-091	RSA 2C-NE/NW Quad Apron	\$ 11,200,000.00	\$ 266,873.41	\$ 9,809,526.35	\$ 1,123,600.24
A50-092	Float Pond Improvements	\$ 1,166,344.88	\$ 28,547.16	\$ 945,342.14	\$ 192,455.58
A50-094	Ramp LED Lighting	\$ 256,000.00	\$ -	\$ 28,028.60	\$ 227,971.40
A50-097	Constr Sand/Chem/Fuel Facility	\$ 10,851,221.43	\$ 52,380.42	\$ 10,807,537.73	\$ (8,696.72)
A50-098	Twy A&E Rehab	\$ 27,299,458.00	\$ 665,583.26	\$ 26,163,933.56	\$ 469,941.18
A50-100	Land Acquisition-Planning	\$ 250,000.00	\$ -	\$ -	\$ 250,000.00
A50-101	Replace Exit Lane System	\$ 380,000.00	\$ -	\$ 365,047.87	\$ 14,952.13
A50-102	Terminal Construction	\$ 24,765,876.20	\$ 1,311,216.71	\$ 20,868,148.38	\$ 2,586,511.11
A50-103	Snow Removal Equipment	\$ 378,077.43	\$ -	\$ 320,758.19	\$ 57,319.24
A50-104	Ramp Improvements	\$ 200,000.00	\$ -	\$ -	\$ 200,000.00
A50-105	Bag Belt Replacement	\$ 50,000.00	\$ 41,197.00	\$ 3,944.75	\$ 4,858.25
A50-106	Parking Lot Paving	\$ 600,000.00	\$ -	\$ -	\$ 600,000.00
B55-077	RFV Admin Build-Siding	\$ 300,000.00	\$ 8,825.50	\$ 149,548.32	\$ 141,626.18
B55-078	RRC Detox Addition	\$ 3,100,000.00	\$ 7,123.93	\$ 3,072,371.85	\$ 20,504.22
B55-079	BRH Pharmacy Cleanroom Reno	\$ 1,300,000.00	\$ -	\$ 1,293,990.52	\$ 6,009.48
B55-080	Crises Stabilization-BOPS	\$ 13,750,000.00	\$ 9,217,244.85	\$ 3,849,485.42	\$ 683,269.73
B55-081	Study-Secondary Campus Access	\$ 90,000.00	\$ -	\$ 956.44	\$ 89,043.56
B55-082	Deferred Maintenance	\$ 6,925,000.00	\$ 1,738,656.39	\$ 1,978,654.13	\$ 3,207,689.48
B55-083	BRH Emergency Deptmt Addition	\$ 425,000.00	\$ 382,847.30	\$ 14,233.47	\$ 27,919.23
D12-047	Areawide EV Charging Stations	\$ 200,000.00	\$ 9,043.09	\$ 18,879.40	\$ 172,077.51
D12-048	Busns Case-New City Hall Estim	\$ 150,000.00	\$ 54,105.00	\$ 91,932.59	\$ 3,962.41
D12-049	Manager's Energy Efficiency	\$ 164,341.65	\$ -	\$ 146,747.00	\$ 17,594.65
D12-050	CENT HALL CONV Expansion Study	\$ 75,000.00	\$ 1,620.00	\$ 66,343.66	\$ 7,036.34
D12-051	Capital Civic Center	\$ 2,000,000.00	\$ -	\$ -	\$ 2,000,000.00
D12-070	Open Space Waterfront Land Acq	\$ 2,513,318.59	\$ -	\$ 2,023,840.36	\$ 489,478.23
D12-083	JRES Implementation	\$ 103,000.00	\$ -	\$ 19,114.44	\$ 83,885.56
D12-096	North Douglas Crossing	\$ 250,000.00	\$ -	\$ 232,402.05	\$ 17,597.95
D12-097	Dwntwn Wayfndng/Interpret Sign	\$ 730,000.00	\$ 27,008.72	\$ 629,009.34	\$ 73,981.94
D12-098	JPD-Crow Hill RadioSite Improv	\$ 150,000.00	\$ -	\$ 272.24	\$ 149,727.76
D12-099	Juneau Election Center	\$ 700,000.00	\$ 459,068.04	\$ 55,384.33	\$ 185,547.63
D14-038	North Lemon Creek Gravel Sourc	\$ 162,418.90	\$ -	\$ 108,159.24	\$ 54,259.66
D14-051	Pederson Hill Land Srvy & Plan	\$ 7,193,051.46	\$ 103,044.98	\$ 6,107,904.66	\$ 982,101.82
D14-053	Pederson Hill Phase IB	\$ 700,000.00	\$ -	\$ 1,160.78	\$ 698,839.22
D14-096	Stabler Quarry Infr&Expansion	\$ 1,190,000.00	\$ 288,839.70	\$ 814,569.05	\$ 86,591.25
D14-097	Pits/Quarries Infrastructure	\$ 125,000.00	\$ 5,099.37	\$ 45,290.53	\$ 74,610.10
D23-059	City Museum Exhibit Case Repl	\$ 100,000.00	\$ -	\$ 82,602.80	\$ 17,397.20
D24-001	AJ Mine	\$ 250,000.00	\$ 14,532.50	\$ 153,673.12	\$ 81,794.38
D24-049	Contaminated Sites Reporting	\$ 200,000.00	\$ 15,193.56	\$ 72,002.28	\$ 112,804.16
D28-098	EagleDfrd Maint/Mtn Ops Impvm	\$ 1,288,901.52	\$ -	\$ 1,289,808.91	\$ (907.39)
D28-101	EagleDfrd Maint/Mtn Ops Impvm	\$ 275,000.00	\$ 910.26	\$ 224,365.95	\$ 49,723.79
D71-089	Valley Transit Center	\$ 4,501,819.61	\$ 1,956,438.35	\$ 2,179,520.52	\$ 365,860.74
D71-090	Electronic Fare Boxes	\$ 775,779.87	\$ -	\$ 21,866.78	\$ 753,913.09
D71-091	Pwr Upgrades for Elctrc Buses	\$ 510,000.00	\$ 15,915.79	\$ 154,033.70	\$ 340,050.51

FY 2023 CIP PROJECT DESCRIPTIONS					
Financial Summary					
as of February 23, 2022					
Activity	Project Name	Budget	Commitments	Actuals	Funds Available
D71-092	Capital Transit Bus Shelters	\$ 280,379.01	\$ 32,833.78	\$ 225,256.87	\$ 22,288.36
D77-001	Recycleworks Consolidated Faci	\$ 2,474,553.00	\$ 2,990.70	\$ 2,067,881.36	\$ 403,680.94
E28-100	Eaglecrest Fin Sustain Plan	\$ 50,000.00	\$ 505.19	\$ 18,735.61	\$ 30,759.20
F21-040	Hagevig Training Cntr Imp	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
F21-041	DT/Glacier Mech/Elect Upgrades	\$ 2,100,000.00	\$ 378,101.81	\$ 770,962.53	\$ 950,935.66
F21-042	DT Fire Station Improvements	\$ 75,000.00	\$ 25,016.50	\$ 26,430.85	\$ 23,552.65
F22-026	JPD Facility Security Upgrades	\$ 150,000.00	\$ -	\$ 448.37	\$ 149,551.63
F22-027	JPD Roof Replacement	\$ 100,000.00	\$ 33,834.00	\$ 4,096.69	\$ 62,069.31
H51-092	Waterfront Seawalk II	\$ 15,240,770.73	\$ -	\$ 15,240,770.73	\$ -
H51-107	Tug Assist	\$ 14,300.00	\$ -	\$ 14,300.00	\$ -
H51-108	Statter Improv-Phase III	\$ 14,524,745.25	\$ 318,852.86	\$ 11,025,273.20	\$ 3,180,619.19
H51-112	Dwntwn Restrooms Location/Desi	\$ 575,000.00	\$ -	\$ 1,856.70	\$ 573,143.30
H51-113	Waterfront Seawalk	\$ 3,256,217.76	\$ 13,822.53	\$ 695,002.32	\$ 2,547,392.91
H51-116	MPtoTaku Upland Imprv/Archiplg	\$ 18,996,875.96	\$ 728,477.94	\$ 17,959,885.62	\$ 308,512.40
H51-118	Public/Private Port Infrastruc	\$ 150,000.00	\$ -	\$ 918.11	\$ 149,081.89
H51-119	Small Cruiseshp Moorg	\$ 149,254.46	\$ -	\$ 149,254.46	\$ -
H51-120	Seawalk Major Maintenance	\$ 266,453.66	\$ 10,429.30	\$ 220,794.48	\$ 35,229.88
H51-121	Pile Anode Installation	\$ 471,555.39	\$ -	\$ 385,013.67	\$ 86,541.72
H51-122	Dock Security Stations	\$ 698,999.66	\$ 4,615.50	\$ 683,325.16	\$ 11,059.00
H51-123	Weather Monitor & Communicatio	\$ 32,651.89	\$ -	\$ 15,250.00	\$ 17,401.89
H51-124	Lrg Berth Shore Pwr Design	\$ 300,745.54	\$ 62,242.50	\$ 200,272.82	\$ 38,230.22
H51-125	Aurora Harbor Improvements	\$ 609,221.17	\$ -	\$ 312,641.74	\$ 296,579.43
H51-126	Harris Harbor Pump Out	\$ 60,000.00	\$ 3,680.00	\$ 51,927.95	\$ 4,392.05
M14-062	Switzer Area Muni Land Dev	\$ 1,550,000.00	\$ -	\$ 1,272,972.31	\$ 277,027.69
M15-003	IT - Infrastructure Upgrades	\$ 1,694,165.33	\$ 724,113.50	\$ 416,366.89	\$ 553,684.94
M15-004	Accounting Systems Upgrade	\$ 681,001.28	\$ 167,994.75	\$ 586,640.62	\$ (73,634.09)
P41-089	Restrooms, Paving, & Concessio	\$ 1,332,492.95	\$ -	\$ 1,320,944.44	\$ 11,548.51
P41-091	Horse Tram Trail Repairs	\$ 125,000.00	\$ -	\$ 122,196.05	\$ 2,803.95
P41-092	Sports Field Resurfacing-Repai	\$ 270,000.00	\$ 10,190.00	\$ 162,026.92	\$ 97,783.08
P41-093	Parks & Playground Maint & Rep	\$ 1,748,579.45	\$ 50,210.06	\$ 658,708.08	\$ 1,039,661.31
P41-094	Treadwell Arena Prkng Lot Lite	\$ 50,000.00	\$ -	\$ 49,776.33	\$ 223.67
P41-095	Playground Rebuild	\$ 1,706,272.14	\$ -	\$ 1,642,935.91	\$ 63,336.23
P41-097	Sporfield Repairs	\$ 653,907.80	\$ 15.00	\$ 147,634.41	\$ 506,258.39
P41-098	Melvin Park Lighting	\$ 1,000,000.00	\$ 10,500.00	\$ 843.74	\$ 988,656.26
P41-099	Treadwell Arena Roof Repl	\$ 1,100,000.00	\$ 27,556.00	\$ 44,823.68	\$ 1,027,620.32
P41-100	Capital School Park Reconstr	\$ 2,415,000.00	\$ 1,578,975.57	\$ 610,769.84	\$ 225,254.59
P41-101	Savikko Park Improvements	\$ 1,050,000.00	\$ 98,518.50	\$ 50,404.92	\$ 901,076.58
P41-102	Hank Harmon Rifle Range Impr	\$ 200,000.00	\$ 14,782.50	\$ 7,529.31	\$ 177,688.19
P44-086	AB Pool Short Term Repairs	\$ 5,395,000.00	\$ 3,510,285.19	\$ 1,287,251.60	\$ 597,463.21
P44-089	Deferred Building Maintenance	\$ 3,695,000.00	\$ 105,337.40	\$ 2,155,685.05	\$ 1,433,977.55
P46-102	Trail Improvements	\$ 266,634.31	\$ -	\$ 266,634.31	\$ -
P46-107	Hut to Hut	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00
P46-109	Cap School Park Impvmts	\$ 232,000.00	\$ 2.15	\$ 168,869.81	\$ 63,128.04
P46-110	Lemon Creek Park	\$ 350,000.00	\$ -	\$ 2,750.00	\$ 347,250.00
P46-111	Off-Highway Vehicle (OHV) Park	\$ 249,507.44	\$ -	\$ 331.45	\$ 249,175.99
P46-112	Trail Improvement	\$ 459,298.59	\$ 102,088.58	\$ 170,646.70	\$ 186,563.31
P46-113	Kax Trail	\$ 356,440.23	\$ -	\$ 44,818.76	\$ 311,621.47
P46-114	DPAC Maintenance	\$ 304,397.48	\$ 259,386.16	\$ 22,343.48	\$ 22,667.84

FY 2023 CIP PROJECT DESCRIPTIONS					
Financial Summary					
as of February 23, 2022					
Activity	Project Name	Budget	Commitments	Actuals	Funds Available
P46-115	Eagle Valley Center Improv	\$ 550,000.00	\$ 23,671.40	\$ 191,302.50	\$ 335,026.10
P47-073	Cent Hall Reno Phase 2	\$ 7,264,379.70	\$ 476,242.50	\$ 258,033.89	\$ 6,530,103.31
P48-088	Downtown Parking Management	\$ 575,000.00	\$ 3,400.00	\$ 50,812.66	\$ 520,787.34
P48-089	Parking Garage Security Camera	\$ 50,000.00	\$ 12,854.00	\$ 10,394.05	\$ 26,751.95
R72-004	Pavement Management	\$ 11,155,457.33	\$ 93,971.50	\$ 11,004,316.24	\$ 57,169.59
R72-061	Industrial Boulevard Match	\$ 1,096,777.18	\$ -	\$ 1,096,777.18	\$ -
R72-116	Downtown Street Improvements	\$ 6,946,629.47	\$ 54,975.83	\$ 6,091,456.29	\$ 800,197.35
R72-117	DOT Riverside/Stephen Richards	\$ 250,000.00	\$ -	\$ 200,843.19	\$ 49,156.81
R72-121	Bridge Repairs	\$ 150,000.00	\$ -	\$ 14,256.05	\$ 135,743.95
R72-123	West 8th Street Reconstruction	\$ 720,000.00	\$ -	\$ 680,585.73	\$ 39,414.27
R72-128	Pavement Management	\$ 4,556,000.00	\$ 213,212.90	\$ 3,783,583.85	\$ 559,203.25
R72-129	Sidewalk & Stairway Repairs	\$ 1,330,000.00	\$ 278,491.18	\$ 819,665.82	\$ 231,843.00
R72-131	Birch Lane Sewer Replacement	\$ 2,503,000.00	\$ 36,036.02	\$ 2,420,449.01	\$ 46,514.97
R72-132	Calhoun Av Imprv-Main to Gold	\$ 2,325,000.00	\$ 2,069,208.55	\$ 276,221.27	\$ (20,429.82)
R72-135	Contract Specif & Languag Upda	\$ 65,000.00	\$ -	\$ -	\$ 65,000.00
R72-136	Areawide Drainage Improv	\$ 1,071,617.49	\$ 36,354.23	\$ 452,435.95	\$ 582,827.31
R72-137	Gold Creek Flume Repairs	\$ 705,545.25	\$ 1,025.00	\$ 24,228.67	\$ 680,291.58
R72-138	Columbia/Poplar Reconstr	\$ 3,320,000.00	\$ 151,795.75	\$ 3,135,705.98	\$ 32,498.27
R72-139	7 Mile Shop Yrd Sec System	\$ 160,921.49	\$ 9,631.58	\$ 52,015.97	\$ 99,273.94
R72-140	Cap Ave - Willoughby to Ninth	\$ 1,070,000.00	\$ 86,397.88	\$ 781,427.33	\$ 202,174.79
R72-141	HOSPITAL DRIVE IMPRV	\$ 4,260,000.00	\$ 1,846,276.58	\$ 1,965,366.49	\$ 448,356.93
R72-142	Savikko Road Improvement	\$ 1,174,350.24	\$ -	\$ 1,162,731.64	\$ 11,618.60
R72-143	Aspen Ave - Mend to Taku	\$ 1,700,000.00	\$ 8,225.10	\$ 1,366,561.20	\$ 325,213.70
R72-144	S Franklin St Sfty&Capcty Impr	\$ 600,000.00	\$ 5,724.60	\$ 34,415.53	\$ 559,859.87
R72-145	Areawide Snow Storage	\$ 277,744.97	\$ -	\$ -	\$ 277,744.97
R72-146	Flood Plain Mappng Tech Assist	\$ 92,652.50	\$ -	\$ -	\$ 92,652.50
R72-147	Goodwin Road Reconstruction	\$ 1,408,000.00	\$ 171,935.30	\$ 606,845.44	\$ 629,219.26
R72-148	Delta Drive Recon	\$ 1,939,000.00	\$ 51,623.00	\$ 1,346,218.32	\$ 541,158.68
R72-149	Meadow Lane Improvements	\$ 3,766,562.03	\$ 2,407,452.00	\$ 189,798.92	\$ 1,169,311.11
R72-150	Cedar St-Mendenhall to Columbi	\$ 1,159,700.00	\$ -	\$ 366.78	\$ 1,159,333.22
R72-151	Robbie Rd, Ling Ct & Laurie Ln	\$ 1,185,257.93	\$ 907,982.00	\$ 71,434.83	\$ 205,841.10
R72-152	Tongass Blvd-Trinity to Loop	\$ 3,877,000.00	\$ 1,604,445.14	\$ 765,101.12	\$ 1,507,453.74
R72-153	Harborview School Zone Expansi	\$ 200,000.00	\$ 24.00	\$ 113,390.08	\$ 86,585.92
R72-154	4th St Drainage/F-I & Side Sts	\$ 2,233,306.97	\$ 207,395.53	\$ 1,834,640.19	\$ 191,271.25
R72-155	CrestAveRecon(Old Dirty Rd-Yndk	\$ 3,000,000.00	\$ 1,249,498.45	\$ 1,014,457.67	\$ 736,043.88
R72-156	Harris St Reconstruction	\$ 1,755,731.22	\$ 144,657.00	\$ 27,633.75	\$ 1,583,440.47
R72-157	Spruce Ln Reconstruction	\$ 600,000.00	\$ 489,397.00	\$ 15,981.01	\$ 94,621.99
R72-158	Teal St Reconstruction	\$ 2,310,000.00	\$ -	\$ -	\$ 2,310,000.00
R72-159	W 3rd and Dixon Recon	\$ 1,073,000.00	\$ 85,578.00	\$ 38,493.22	\$ 948,928.78
R72-160	LED Street Light conversions	\$ 150,000.00	\$ -	\$ -	\$ 150,000.00
R72-161	Misty Ln Reconstrution	\$ 1,065,000.00	\$ 687,900.00	\$ 89,052.71	\$ 288,047.29
S02-102	JSD Def maint and Minor Impov	\$ 4,500,543.63	\$ 5,964.63	\$ 4,478,207.00	\$ 16,372.00
S02-104	School Roof Replac	\$ 5,000,000.00	\$ 2,571,869.75	\$ 964,634.54	\$ 1,463,495.71
S02-105	JSD Def Maint & Improv	\$ 1,400,000.00	\$ 117,409.89	\$ 519,107.01	\$ 763,483.10
U76-100	Glacier Hwy Sewer-Anka to Walm	\$ 4,095,766.00	\$ 1,152,915.93	\$ 1,373,440.16	\$ 1,569,409.91
U76-103	Facilities Planning	\$ 529,969.00	\$ 21,690.00	\$ 380,869.74	\$ 127,409.26
U76-106	Treatment Plants Headworks Imp	\$ 5,275,156.21	\$ -	\$ 4,235,105.03	\$ 1,040,051.18
U76-109	BioSolids Treatment and Dispos	\$ 21,048,349.54	\$ 465,442.83	\$ 20,509,867.61	\$ 73,039.10

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February 3, 2022

To: CBJ Assembly Public Works and Facilities Committee 2022.

From: Juneau Nordic Ski Club(JNSC).

RE: Safety Improvements to Parking at Montana Creek Trailhead.

The JNSC submits this letter in support of proposed improvements for parking safety at the Montana Creek trailhead near the Hank Harmon Public Rifle Range (HHPRR).

As we understand it, the proposal would greatly improve safety for all users of the Montana Creek Natural Area Park. The proposal is for CBJ to design and build safe parking for all users of this area. Current parking outside the gated HHPRR is very crowded for the few spaces open during winter. Especially crowded times are lunch breaks, weekends and evenings. A fear of being locked behind the gate or towed has trail users parking overflow vehicles along the Montana Creek Road narrowing it to one lane at best. This presents **safety hazards to all users**, especially when larger trucks or snow plows try to pass. The JNSC uses our social media to encourage members to respect the HHPRR Board courtesy request and park outside the facility gates. There are many other users of the area that we don't reach this way including walkers, snowshoers, archery range users, school groups, youth groups, dogs with walkers and fat bikers who frequent the area all hours of a day.

Potential for future trail development in this area is in the spotlight with the Montana Creek Master Plan working its way through the planning process. Parking will be a major link in further accessing the greater natural area as trails and connections are developed. For instance, the Mendenhall-Montana-Spaulding Meadows intertie trail (MMS- more information can be found on our website detailing the JNSC 'Nordic Ski Trail Development Plan'). Montana Creek is a snow hole that gets snow earlier and retains it longer than anywhere in Juneau, including Eaglecrest, and for this reason it will remain an important winter trailhead.

The Parks and Recreation Department identified a need for \$350,000 for this project. This proposal needs funding in this CIP cycle so work can be completed in the 2022 summer building season. By prioritizing funds for these safety improvements you will also be addressing residents' access to the public lands. Please substantially improve safe parking at this multi-user, multi-season recreation area and fund this proposal.

Respectfully submitted,

Frankie Pillifant, JNSC President,
for the Board & Members

From: Jill Maclean
Sent: Monday, February 28, 2022 11:45 AM
To: Chelsea Wallace; Ryan Roguska
Cc: Scott Ciambor; Breckan Hendricks; Joseph Meyers
Subject: FW: City hall input

Good morning,

Please see the email below from Director Koester. Please include this email in the Commission's additional materials packet for the March 8, 2022 meeting for informational purposes so that all commissioners have the same information.

Thanks,

Jill

From: Katie Koester <Katie.Koester@juneau.org>
Sent: Sunday, February 27, 2022 7:50 AM
To: Ken Alper <kenalper49@gmail.com>
Cc: Sean Boily <sean@northwindarch.com>; Mike Levine <michaelclevine@yahoo.com>; alicia4assembly@gmail.com; Jill Maclean <Jill.Maclean@juneau.org>
Subject: Re: City hall input

Hi Ken,

You were correct about new city hall on DTC not taking up a level of parking. Only ten spots are removed due to reconfiguring for utilities. I sent an email to Jill yesterday to share with the commission with that info and another question that was asked regarding how many parking spaces are assigned to Downtown employees. Thanks for the catch! North wind is helping with a parking analysis so the Assembly can better understand the impacts to parking of the different options.

Regarding ASHTO standards, Engineering shares your frustrations with trying to fit standards on narrow downtown streets, many that were developed before ASHTO. Because title 49 references ASHTO standards, we are stuck either getting waivers from the Director (when a project is eligible) or the Planning Commission. Engineering is working on a technical memo to help the Commission with Harris Street. I think we have interpreted in the past a strong desire from the Commission to comply with ASHTO standards- which means we need to have really good reasons to come to you for exemptions. The long term work on this issue probably needs to be done in title 49 and how we define different projects, but any guidance the Commission can provide is helpful.

Thanks for your comments and questions.

Best,

Katie

Sent from my iPad

On Feb 26, 2022, at 1:46 PM, Ken Alper <kenalper49@gmail.com> wrote:

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

Hi Katie

I'm writing as follow-up to the conversation at the 2/22/22 Planning Commission meeting. I am writing, I suppose, as a commissioner but also offering my opinion as a private citizen.

There were two issues at that meeting that involved your agency. You may have been present to hear my strong opposition to the sight-line concerns of Engineering staff regarding the proposed downtown Alternative Development Overlay District.

Below are my notes for those comments, which speak for themselves:

<image.png>

The second and more important issue, that of the new City Hall, is the primary purpose of this email. First off, I appreciate the comments of other commissioners, including Chair Levine, regarding the need for additional public investment and development in the Lemon Creek area. I fully agree. However, I want to make clear that I am absolutely and unequivocally opposed to considering that area as a potential site for a new city hall. As I said Tuesday: City Hall should be downtown, surrounded by the urban fabric, pedestrian amenity, and other concentrated services of Juneau's historic core. Otherwise, what is the purpose of having a downtown? And of the two downtown options, I strongly prefer the garage project.

I am cc'ing Mr. Boily from Northwind because I want to clarify a point I made in my questions and comments. It appears that the proposal would add two full stories to the existing garage structure, which to me implies that the existing 4th floor (top surface) of the garage would become enclosed parking. If so, this would increase the nighttime and all-season utility of the existing parking, which is a huge improvement. If, however, the project led to actually replacing that level with offices, thus losing some dozens of existing parking spots, that would be more problematic.

The website / graphics appear to show two new floors built above the existing garage, which implies the former. I would appreciate it if you could, in your future explanations of the project, pin down and clarify this point.

Thank you for all you do, and best regards,
Ken Alper



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