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

I. **LAND ACKNOWLEDGEMENT** Read 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 7:01 P.M.

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

Commissioners absent: Dan Hickok; Josh Winchell

Staff present: Jill Maclean, CDD Director; Jennifer Shields, Planner II; Adrienne Scott, Planner I; Sherri Layne, Law

Assembly members: Alicia Hughes-Skandijs

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

IV. **APPROVAL OF MINUTES**

A. Draft Minutes February 8, 2022, Planning Commission Regular Meeting

MOTION: *by Mr. Voelckers to approve the February 8, 2022 Planning Commission Regular Meeting minutes.*

V. **BRIEF REVIEW OF THE RULES FOR PUBLIC PARTICIPATION** – Chair LeVine gave a brief description of the public participation process for Zoom format meetings.

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

VII. ITEMS FOR RECONSIDERATION – None

VIII. CONSENT AGENDA

USE2022 0003:	A Conditional Use Permit for Sunny Slope Organic Farm – Nursery, Landscaping, & Retail
Applicant:	William & Danielle Brown-Farrell
Location:	10025 North Douglas Highway

Staff 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 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.

MOTION: *by Mr. Voelckers to accept staff's findings, analysis and recommendations and approve USE2022 0003.*

The motion passed with no objection.

USE2022 0001:	A Conditional Use Permit for a marijuana retails store with on-site consumption of edible marijuana products
Applicant:	Blissful Awakenings LLC
Location:	216 2nd Street

Staff 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.

MOTION: *by Mr. Voelckers to accept staff's findings, analysis and recommendations and approve USE2022 0001.*

The motion passed with no objection.

IX. UNFINISHED BUSINESS – None

X. REGULAR AGENDA – None

XI. OTHER BUSINESS

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

Director Maclean explained the Department has withdrawn the waiver request saying after further analysis, it was found the waiver is not required. The project will now go to the Assembly for approval.

B. CIP Update –

Director Maclean offered to answer questions. Mr. Arndt, CIP Committee chair, said the Committee has not had the chance to see the memo and will not meet again before it goes to the Assembly on April 5th. He wondered what role the CIP Committee or the PC has in the process. Mr. LeVine explained that as a result of staffing issues and other delays, the PC did not have the opportunity to participate in the process this year and they may not have any role at this point. The PC will see it again after it goes to the Assembly.

XII. STAFF REPORTS

Director Maclean reported

- Title 49 is scheduled for March 31 at Noon. Topics will include:
    - Pre-application opt-in ordinance
    - Downtown ADOD
    - Coastal Management

- The Planning Commission meeting scheduled for March 22 is cancelled due to lack of quorum
- The next PC meeting on April 12 will be a hybrid of in-person/Zoom format with a Committee of the Whole at 6:30 P.M. before the 7:00 P.M. meeting. Masking is required for Staff but optional for members and public. Please be respectful if somebody asks people to wear a mask.
- Alaska Planning Conference will be held March 20 and April 24 as virtual meetings. There is funding available for all members to attend
- Current and upcoming department recruitments include a Housing & Land Use Specialist (Senior Planner) and a Planner I/II position will be posted soon

Jennifer Shields was welcomed as a new CDD Planner.

XIII. COMMITTEE REPORTS

Chair LeVine reported there was no Title 49 meeting due to lack of quorum and emphasized the importance of communicating with members if you cannot attend a meeting.

Mr. Dye asked for an update on the status of the Blueprint committee. Ms. Maclean said Mr. Ciambor has made final revisions and it has been sent to the CBJ Print Shop.

Mr. Voelckers reported JCOS met last week. They are trying to obtain a dock electrification grant.

XIV. LIAISON REPORTS

Assembly member Hughes-Skandijs reported

- Last night Assembly COW met with the School Board and Airport Board
- Assembly has met and discussed the New City Hall two preferred locations

Mr. Arndt asked if Lemon Creek was considered as part of the City Hall discussion. Ms. Hughes-Skandijs said the two preferred locations were considered but the department did communicate the PC comments regarding development of Lemon Creek.

Mr. Arndt asked the status of scheduling the joint PC/Assembly meeting.

Mr. LeVine expressed the PC is very interested in developing Lemon Creek.

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

XVI. PLANNING COMMISSION COMMENTS AND QUESTIONS –

Mr. LeVine asked Mr. Arndt for an update on the Glory Hall appeal. Mr. Arndt said the time frame for other parties to weigh in have come and gone. It is expected to come before the PC in May. A tentative appeal hearing is scheduled for May 24th at 7:00 P.M.

Mr. Voelckers commented on the CIP list regarding the Teal Street new Glory Hall location asking if any of the new sidewalks or other infrastructure is included in that list.

XVII. **EXECUTIVE SESSION** – None

XVIII. **ADJOURNMENT** – 7:55 P.M.

Next scheduled meetings – April 12 Committee of the Whole Meeting 6:30 P.M.; Regular Meeting 7:00 P.M.