

Agenda

Planning Commission - Regular Meeting City and Borough of Juneau

October 27, 2020
Virtual Meeting Only
7:00 AM

To join the webinar: <https://juneau.zoom.us/j/94270847058> Or Telephone: 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 Webinar ID: 942 7084 7058

I. ROLL CALL

II. REQUEST FOR AGENDA CHANGES AND APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

A. September 22, 2020 Draft Minutes, Planning Commission Committee of the Whole - APPROVED

B. September 22, 2020 Draft Minutes, Regular Planning Commission - APPROVED

IV. BRIEF REVIEW OF THE RULES FOR PUBLIC PARTICIPATION

V. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

VI. ITEMS FOR RECONSIDERATION

VII. CONSENT AGENDA

A. USE2020 0019: Conditional Use Permit for a four-unit multi-family development - APPROVED

VIII. UNFINISHED BUSINESS

IX. REGULAR AGENDA

X. BOARD OF ADJUSTMENT

XI. OTHER BUSINESS

XII. STAFF REPORTS

XIII. COMMITTEE REPORTS

XIV. LIAISON REPORT

XV. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

XVI. PLANNING COMMISSION COMMENTS AND QUESTIONS

XVII. EXECUTIVE SESSION

XVIII. ADJOURNMENT

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

September 22, 2020 Draft Minutes, Planning Commission Committee of the Whole - APPROVED

ATTACHMENTS:

	Description	Upload Date	Type
▣	September 22, 2020 Draft Minutes, Planning Commission Committee of the Whole	10/29/2020	Minutes

Minutes
Planning Commission
Committee of the Whole
CITY AND BOROUGH OF JUNEAU
Michael LeVine, Chairman
September 22, 2020

I. ROLL CALL

Michael LeVine, Chairman, called the Regular Meeting of the City and Borough of Juneau (CBJ) Planning Commission (PC), held in the Assembly Chambers of the Municipal Building, to order at 6:08 p.m.

Commissioners present: All Commissioners present via video conferencing – Michael LeVine, Chairman; Nathaniel Dye, Vice Chairman; Paul Voelckers, Clerk; Ken Alper; Dan Hickok; Weston Eiler; Josh Winchell; Erik Pedersen

Commissioners absent: Travis Arndt, Assistant Clerk

Staff present: Jill Maclean, CDD Director
Irene Gallion, Planner

Assembly members: Greg Smith

II. REGULAR AGENDA

Discussion of Commission Priorities

Mr. LeVine explained the purpose of the COW meeting is to discuss Commission priorities for the coming year with the goal outcome being a letter or memo to communicate those priorities to the assembly. Following that, would be a few minutes to discuss attendance at Commission and committee meetings.

Ms. Maclean presented the status of CDD and Planning Commission activities including new subdivisions, status of pending appeals and land use code revisions.

Through discussion, Mr. Voelckers and Mr. LeVine will draft the memo and have it for the next Regular Commission meeting to then forward to the Assembly upon approval.

Mr. LeVine addressed attendance. Specifically, unexplained absences at committee meetings as well as Commission meetings saying the assembly keeps track of member attendance. It is a show of responsibility and respect to other members to attend or communicate when you cannot attend. Mr. LeVine proposed to add this to the next governance committee meeting.

Mr. Dye will work with Ms. Maclean to schedule a title 49 meeting.

III. **OTHER BUSINESS** - None

IV. **REPORT OF REGULAR AND SPECIAL COMMITTEES** - None

V. **ADJOURNMENT** 6:57 p.m.

DRAFT

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

September 22, 2020 Draft Minutes, Regular Planning Commission - APPROVED

ATTACHMENTS:

	Description	Upload Date	Type
▣	September 22, 2020 Draft Minutes, Regular Planning Commission	10/29/2020	Minutes

Minutes
Planning Commission
Regular Meeting
CITY AND BOROUGH OF JUNEAU
Michael LeVine, Chairman
September 22, 2020

I. ROLL CALL

Michael LeVine, Chairman, called the Regular Meeting of the City and Borough of Juneau (CBJ) Planning Commission (PC), held in the Assembly Chambers of the Municipal Building, to order at 702 p.m.

Commissioners present: All Commissioners present via video conferencing – Michael LeVine, Chairman; Nathaniel Dye, Vice Chairman; Paul Voelckers, Clerk; Ken Alper; Dan Hickok; Weston Eiler; Josh Winchell; Erik Pedersen

Commissioners absent: Travis Arndt, Assistant Clerk

Staff present: Jill Maclean, CDD Director; Irene Gallion, CDD; Alix Pierce, CDD; Emily Wright, LAW

Assembly members: Greg Smith

II. REQUEST FOR AGENDA CHANGES AND APPROVAL OF AGENDA - None

III. APPROVAL OF MINUTES

A. August 25, 2020 Draft Minutes – Committee of the Whole Planning Commission

MOTION: *by Mr. Voelckers to approve the Committee of the Whole Planning Commission August 25, 2020 minutes.*

B. August 25, 2020 Draft Minutes – Planning Commission Regular Meeting

MOTION: *by Mr. Voelckers to approve the Planning Commission August 25, 2020 minutes.*

IV. BRIEF REVIEW OF THE RULES FOR PUBLIC PARTICIPATION – Mr. LeVine explained briefly guidelines for public participation via Zoom meetings

V. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS** - None

VI. **ITEMS FOR RECONSIDERATION** - None

VII. **CONSENT AGENDA** - None

VIII. **UNFINISHED BUSINESS** - None

IX. **REGULAR AGENDA** - None

Adjourned as Regular Planning Commission and Reconvened as Board of Adjustment at 7:05 p.m.

X. **BOARD OF ADJUSTMENT**

ADP2020 0002: Alternative Development Overlay District permit to reduce the front yard setback to zero feet for an enclosed entry

Applicant: Erin & Andrew Heist

Location: 407 Irwin Street

Staff Recommendation

Staff recommends the Planning Commission adopt the Director's analysis and findings and APPROVE the requested Alternative Development Permit. The permit would allow zero setback from the front lot line.

There are no recommended conditions for this approval.

MOTION: *by Mr. Eiler to accept staff's findings, analysis and recommendations and approve ADP2020 0002.*

The motion passed with no objection.

XI. **OTHER BUSINESS** - None

XII. **STAFF REPORTS**

- Ms. Maclean scheduled with members for the next Title 49 committee meeting to be held Thursday October 8 at noon

- Ms. Maclean reported assembly upheld the Commission's decision on the Tyson Lee appeal. It can still be appealed to the Court so members should still refrain from discussing it.
- Commissioner Voelckers asked for an update on CDD Staffing. Ms. Maclean explained Joseph Myers has been hired as a planner and will be arriving in Juneau in October. He will fill the position vacated by Tim Felsted. The position vacated by Amy Liu and a plan reviewer position have been cut by the assembly and will not be filled.

XIII. COMMITTEE REPORTS

- None

XIV. LIAISON REPORTS

- Mr. Smith reported on recent Assembly activities
 - Homeless sheltering will remain at the JACC and CBJ will not purchase a new building
 - Working to expend the CARES funding prior to Dec 30
 - AFC meeting September 30
 - Next Assembly meeting will be October 26
 - Alaway appeal is coming before the Assembly. Member Bryson will head that

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

XVI. PLANNING COMMISSION COMMENTS AND QUESTIONS - None

XVII. EXECUTIVE SESSION - None

XVIII. ADJOURNMENT - 7:20 p.m.

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

USE2020 0019: Conditional Use Permit for a four-unit multi-family development - APPROVED

AGENDA ITEM:

Case No.: USE2020 0019

Applicant: Jensen Yorba Wall Inc.

Location: 12087 Glacier Highway

Proposal: Conditional Use Permit for a four-unit multi-family development

RECOMMENDATION:

Staff recommends the Planning Commission adopt the Director's analysis and findings and APPROVE the requested Conditional Use Permit. The permit would allow the development of a four-unit multi-family development.

The approval is subject to the following conditions:

1. Prior to issuance of a building permit for the proposed structure, the applicant must submit a revised site plan showing parking spaces that comply with the requirements of CBJ 49.40.
2. Prior to the issuance of a temporary certificate of occupancy, wheel stops or striping shall be placed in the parking lot to define the location of parking spaces.
3. Prior to issuance of a building permit, the applicant shall submit a lighting plan illustrating the location and type of exterior lighting proposed for the development. All exterior lighting shall be designed and located to minimize offsite glare, and be a "full cutoff" design. Approval of the plan shall at the discretion of the Community Development Department, according to the requirements at §49.40.230(d).

ATTACHMENTS:

Description	Upload Date	Type
☐ Staff Report for USE2020 0019	10/26/2020	Staff Report
☐ Presentation for USE2020 0019	10/26/2020	Presentation
☐ Notice of Decision for USE2020 0019	11/10/2020	Notice of Decision



PLANNING COMMISSION STAFF REPORT
CONDITIONAL USE PERMIT USE2020 0019
HEARING DATE: OCTOBER 27, 2020

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

DATE: October 12, 2020
TO: Michael LeVine, Chair, Planning Commission
BY: Laurel Christian, Planner II *Laurel Christian*
THROUGH: Jill Maclean, Director, AICP

PROPOSAL: Applicant requests a Conditional Use Permit for a four-unit multi-family development.

STAFF RECOMMENDATION: Approval with conditions

KEY CONSIDERATIONS FOR REVIEW:

- Multi-family development requires a Conditional Use Permit in the Waterfront Commercial (WC) zoning district.
- Structures on the lot are Certified Nonconforming; additions to structures will meet current setback requirements (NCC20200051).

GENERAL INFORMATION	
Property Owner	Paul Joseph Thomas & Amanda Sylvia-Webb Thomas
Applicant	Jensen Yorba Wall, Inc.
Property Address	12087 Glacier Hwy.
Legal Description	USS 2909 Lot 1
Parcel Number	4B2801020110
Zoning	Waterfront Commercial
Land Use Designation	Marine Mixed use
Lot Size	39,640 sq. ft.
Water/Sewer	Public
Access	Glacier Highway
Existing Land Use	Three Dwelling Units
Associated Applications	NCC2020 0051 & BLD20200 0434

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
 - o 49.80

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 (D10)	Residential
South	Auke Bay
East (WC)	Residential
West (WC)	Vacant – CBJ owned

SITE FEATURES

Anadromous	None
Flood Zone	Yes (Attachment F)
Hazard	None
Hillside	None
Wetlands	None
Parking District	None
Historic District	None
Overlay Districts	None

BACKGROUND INFORMATION

Project Description – The applicant requests a Conditional Use Permit (CUP) for a four-unit multi-family development. Currently, the lot has a three-story structure containing two (2) dwelling-units and a separate two-story structure containing one (1) dwelling unit. The existing three-story structure will be renovated and expanded to include an additional dwelling-unit, for a total of four (4) dwelling units on the lot.

According to the Table of Permissible Uses, a CUP is required for all multi-family developments in the Waterfront Commercial (WC) zoning district, regardless of the number of units (49.25.300 TPU Category 1.300).

Background – As stated above, the lot contains three dwelling-units. No CUP is on-file for multi-family development on this lot. Structures on the lot were constructed between 1951-1971, under previous zoning when no CUP was required for multi-family development. Structures on the lot received a Nonconforming Certification to the side yard setback along the north eastern property line (NCC2020 0051). The proposed CUP will cover all four (4) dwelling units. Additionally, the applicant has applied for a building permit to construct the fourth dwelling-unit.

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

Year	Type	Summary
1951	US Survey	USS 2909 is the original plat of the lot. The US Survey also shows a platted right-of-way along the southwestern side of the lot; this ROW is undeveloped.
2020	NCC2020 0051	Nonconforming Certification Review for structures on the lot (Attachment E).

Year	Type	Summary
2020	BLD2020 0434	Building permit to convert existing living space into a fourth dwelling unit.

ZONING REQUIREMENTS

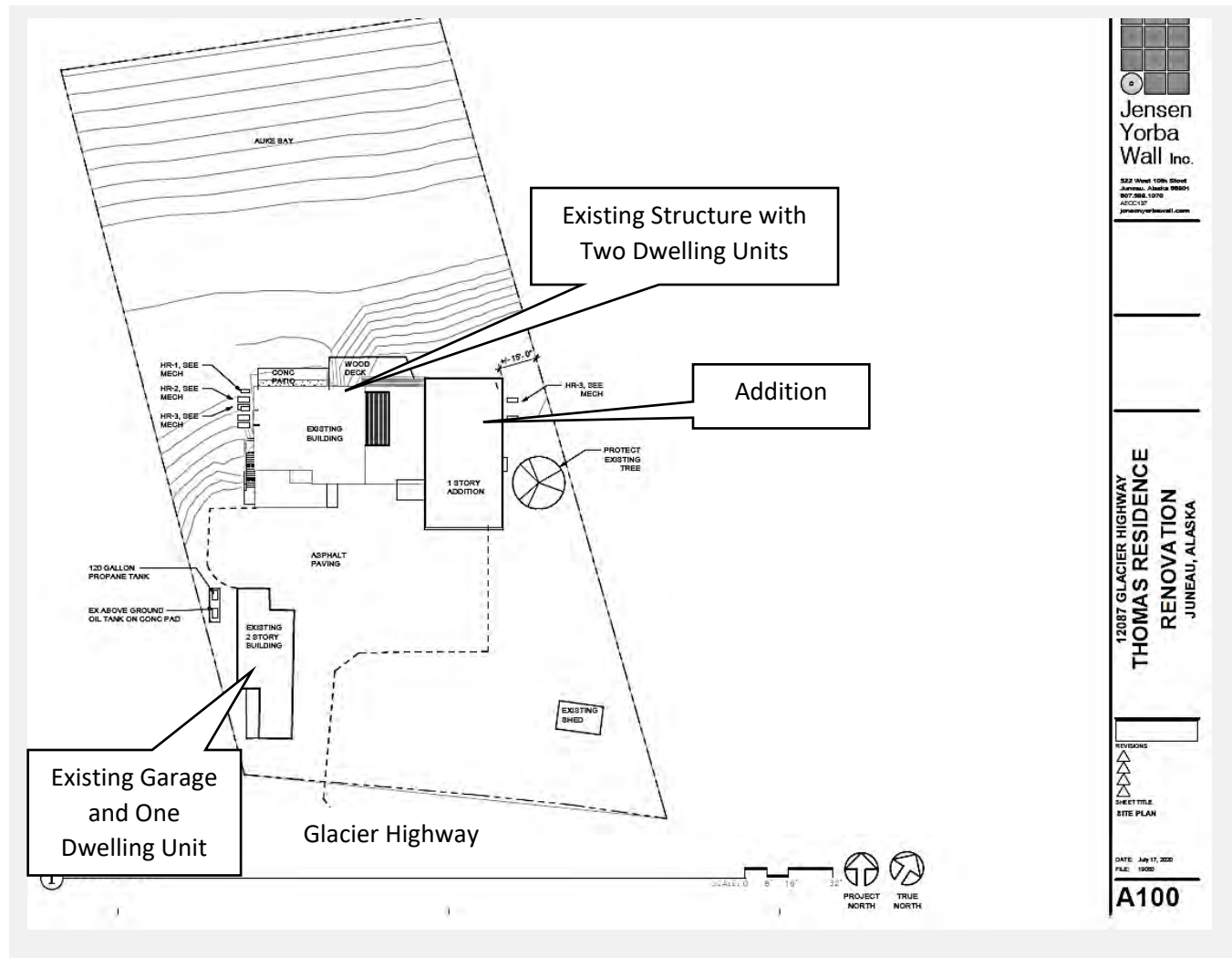
Standard		Requirement	Existing	Proposed	Code Reference
Lot	Size	2,000 sq. ft.	39,640 sq. ft.	No Change	49.25.400
	Width	20'	160'	No Change	49.25.400
	Depth	60'	274'	No Change	49.25.400
Setbacks	Front (NW)	10'	13.84'	No Change	49.25.400
	Rear (SE)	10'	125.2'	No Change	49.25.400
	Side (NE)	10'	4'**	No Change	49.25.400
	Street side (SW)	10'	11.75'	11.75' to existing structures, 15' to proposed addition	49.25.400
Lot Coverage		No Maximum	8%	11%	49.25.400
Height	Permissible	45'	27'	No Change	49.25.400
	Accessory	35'	Unknown - one-story	No change	49.25.400
Maximum Dwelling Units		16	3	4	49.25.500
Use		Residential	Residential	1.300 Multi-family Residential	49.25.300
Vegetative Cover		10% minimum	70%	67%	49.50.300
Parking		5	15	7 minimum	49.40.210(a)

**There is a two-story structure on the lot that contains garage space and a dwelling. This structure is certified nonconforming for setbacks (Attachment E).

SITE PHOTOS



SITE PLAN



ANALYSIS

Project Site and Design – The project site is a waterfront property located in Auke Bay with frontage on Glacier Highway. The lot contains two residential structures and a small accessory shed. The applicant proposes to convert the larger of the two residential structures into three (3) dwelling units. The proposal involves renovation and expansion of existing dwelling units, and the addition of a fourth dwelling unit. Site plans and floor plans can be found in Attachment A. Once renovations are complete, the site will contain two (2) two-bedroom dwelling units and two (2) one-bedroom dwelling units.

Condition: None recommended.

Traffic – According to CBJ 49.40.300(A)(2) a traffic impact analysis is not required. The proposed development is anticipated to generate 26.6 Average Daily Trips (ADTs), according to the International Traffic Engineers Trip Generation Manual. Traffic is not anticipated to be out of character with the existing neighborhood.

This portion of Glacier Highway is classified as an Arterial according to the CBJ Roadway Classification Maps. The existing driveway provides direct access onto Glacier Highway; no changes to this driveway are proposed. The Alaska Department of Transportation and Public Facilities (ADOT&PF) was invited to comment on the proposed development and did not submit comments relevant to site access.

Condition: None recommended.

Use	Units	Trips Generated	Total Trips
Apartments	4	6.65 ADTs per unit	26.6
Total ADTs:			26.6

Vehicle Parking & Circulation - According to CBJ 49.40.210(a) seven (7) off-street parking spaces are required. Per CBJ 49.40.210(b)(3)(A), accessible parking spaces are not required for residential parking lots requiring less than 10 spaces. A parking plan was not submitted with the application. Shown on the site plan is an asphalt parking area that accommodates approximately 15 vehicles. There is ample space for maneuvering on-site. Staff performed a site visit on October 2, 2020 and observed no delineation of parking spaces.

Condition: Prior to issuance of a building permit for the proposed structure, the applicant must submit a revised site plan showing parking spaces that comply with the requirements of CBJ 49.40.

Condition: Prior to the issuance of a temporary certificate of occupancy, wheel stops or striping shall be placed in the parking lot to define the location of parking spaces.

Use	Units	Spaces Required	Total Spaces
Multi-family Units (1.5 per one-bedroom)	2	1.5 per one-bedroom	3
Multi-family Units (1.75 per two-bedroom)	2	1.75 per two-bedroom	3.5
Total Parking Requirement:			7
Off-Street Loading Spaces Required:			N/A
ADA Accessible Spaces Required:			N/A

Non-motorized Transportation – Sidewalks on both sides of the street along Glacier Highway are provided up to the property. Past the property, heading towards the ferry terminal, sidewalks are provided.

Condition: None recommended.

Proximity to Transit – The nearest bus stops are at the entrance to the University of Alaska Southeast and in front of Statter Harbor. Transit service does not extend into the Auke Bay center and farther north.

Condition: None recommended.

Noise – Neighboring uses are primarily residential, though the lot is zoned WC. Noise is not expected to be out of character with the existing neighborhood.

Condition: None recommended.

Lighting – Some lighting is shown in architectural drawings provided with the application (Attachment A). Any new lighting will be “full cutoff design,” and provide no glare onto neighboring properties; this will be verified during building permit review.

Condition: Prior to issuance of a building permit, the applicant shall submit a lighting plan illustrating the location and type of exterior lighting proposed for the development. All exterior lighting shall be designed and located to minimize offsite glare, and be a “full cutoff” design. Approval of the plan shall at the discretion of the Community Development Department, according to the requirements at §49.40.230(d).

Vegetative Cover & Landscaping – Vegetative cover is shown on the site plan (Attachment A). The WC zoning district requires 10% of the lot be maintained in vegetative cover. With proposed structures, the lot will contain approximately 67% vegetative cover.

Condition: None recommended.

Habitat – There are no known habitats regulated by the land use code on the site.

Condition: None recommended.

Drainage and Snow Storage – Drainage is not anticipated to change with the proposed development. This will be verified during building permit review. CBJ Engineering and Public Works (E&PW) was invited to comment on the proposed development and submitted no comments. No issues were raised by E&PW during the pre-application conference (Attachment A).

Condition: None recommended.

Hazard Zones – A portion of the lot, along the waterfront, is within the AE and VE flood hazard areas, according to the Flood Insurance Rate Maps, dated September 18, 2020 (Attachment F). The flood hazard elevation is between 24 and 25 feet within these zones. Existing structures and proposed structures are at approximately 60 feet elevation and are not within the flood hazard area. Special flood hazard regulations do not apply.

Condition: None recommended.

Public Health, Safety, and Welfare – There is no information to suggest the proposed development will materially endanger the public health, safety, or welfare. The proposed development, with conditions, complies with Title 49 and will receive a building permit to comply with building code safety standards.

Condition: None recommended.

Property Value or Neighborhood Harmony – There is no information to suggest the proposed development, with the addition of one dwelling unit, will have a negative impact of property values or neighborhood harmony. The surrounding area contains a mixture of housing types, including single-family and multi-family residential development.

Condition: None recommended.

AGENCY REVIEW

CDD conducted an agency review comment period between September 15 and September 30. Staff received one comment from ADOT&PF (Attachment C).

Agency	Summary
Alaska Department of Transportation & Public Facilities	Noted the 600 gallon oil tank on the lot and recommended the property owner reach out to the Alaska Department of Environmental Conservation for spill/leak protections. Comment was forwarded to the applicant and property owner.

PUBLIC COMMENTS

CDD conducted a public comment period between September 22 and October 5. Public notice was mailed to property owners within 500 feet of the lot. 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
Pete Leeann	Noted an incorrect description of the lot and indicated the incorrect description of the lot may create confusion.*

* The Auke Bay Neighborhood Association sent out an email with an incorrect description of the property after receiving the abutters notice from CBJ. The description was corrected. The abutters notice sent to the Auke Bay Neighborhood Association can be found in Attachment B.

CONFORMITY WITH ADOPTED PLANS

The proposed development is in general conformity with the 2013 Comprehensive Plan, 2015 Auke Bay Area Plan and the 2016 Housing Action Plan.

PLAN	Chapter	Page No.	Item	Summary
2013 Comprehensive Plan	4	36	Policy 4.1	Policy calls for facilitating the provision of housing for CBJ residents.
	4	37	Policy 4.2	Policy encourages various housing types and sized to accommodate future housing needs.
	11	148, 156	Land Use Designation	Complies with the <i>Marine Mixed Use</i> land use designation. Residential uses are allowed and encourages within this land use designation.
	11	177-178	Subarea Guidelines	The lot is within Subarea 3, Auke Bay. Guidelines in this area promote housing, especially in-fill housing in existing residential developments.
2015 Auke Bay Area Plan	1	13	Goal 1	The lot is within the Auke Bay Center Boundary. Design Guidelines, density bonuses, and new zoning is currently under review for this area, but has not yet been established.

PLAN	Chapter	Page No.	Item	Summary
				The plan calls for developing Auke bay into a community to live, learn, work, shop, and recreate. The proposed development establishes an additional dwelling-unit in the Auke Bay center.
	1	14	Goal 8	Goals in the plan call for preserving views. The lot is a waterfront lot; proposed structures will be one-story in height with a basement. The lot is sloped towards the waterfront, so views from higher elevation properties should not be blocked significantly.
2016 Housing Action Plan	Part 2	35	Production Targets	The Housing Action Plan identifies Housing as a need for Juneau, especially as an economic driver. The plan sets an annual goal of 66 new dwelling units. The proposed development adds an additional housing unit towards this goal.

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 additional 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 multi-family development. The use is listed at CBJ 49.25.300, Section 1.300 for the WC 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 additional analysis required.

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 additional analysis required.

Finding: No. There is no evidence to suggest that with appropriate conditions, the requested multi-family development, in a WC 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 proposed use is established and is increasing by one dwelling unit.

Finding: No. There is no evidence to suggest that, with appropriate conditions, the requested multi-family development, located in a WC 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 proposed development adds an additional dwelling unit to the housing stock in Juneau; plans generally support residential development.

Finding: Yes. The proposed multi-family development, with the recommended conditions, will be in general conformity with the Comprehensive Plan, the Auke Bay Area Plan, and the Housing Action 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 the development of a four-unit multi-family development.

The approval is subject to the following conditions:

1. Prior to issuance of a building permit for the proposed structure, the applicant must submit a revised site plan showing parking spaces that comply with the requirements of CBJ 49.40.
2. Prior to the issuance of a temporary certificate of occupancy, wheel stops or striping shall be placed in the parking lot to define the location of parking spaces.
3. Prior to issuance of a building permit, the applicant shall submit a lighting plan illustrating the location and type of exterior lighting proposed for the development. All exterior lighting shall be designed and located to minimize offsite glare, and be a "full cutoff" design. Approval of the plan shall at the discretion of the Community Development Department, according to the requirements at §49.40.230(d).

STAFF REPORT ATTACHMENTS

Item	Description
Attachment A	Application Packet
Attachment B	Abutters Notice and Public Notice Sign Photo

Item	Description
Attachment C	Agency Comments
Attachment D	Public Comments
Attachment E	NCC20200051 – Nonconforming Certificate
Attachment F	Flood Zone Map



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 12087 Glacier Hwy, Juneau		
	Legal Description(s) (Subdivision, Survey, Block, Tract, Lot) USS 2909 LT 1		
	Parcel Number(s) 4B2801020110		
	☐ This property located in the downtown historic district ☐ This property located in a mapped hazard area, if so, which _____		
	LANDOWNER/ LESSEE		
	Property Owner Paul Joseph Thomas & Amanda Sylvia-Webb Thomas		Contact Person Paul Thomas
	Mailing Address PO Box 211226 Auke Bay AK 99821		Phone Number(s) 907.723.7717 / 907.209.3668
	E-mail Address apthomas9040@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		 Date	
X 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 JENSEN YORBA WALL, INC.		Contact Person Charlene Steinman	
Mailing Address 522 WEST 10TH ST JUNEAU, AK 99801		Phone Number(s) 907.586.1070	
E-mail Address charlene@jensenyorbawall.com			
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 9/4/2020	
Case Number	Date Received



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

Change from residential use to commercial multifamily by adding a 4th unit.

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: WC / Multifamily Dwellings

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 39,640 square feet Total Area of Existing Structure(s) 5,049 square feet

Total Area of Proposed Structure(s) 5,049 square feet

EXTERNAL LIGHTING

Existing to remain
Proposed

☐ No
☐ No

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

	Fees	Check No.	Receipt	Date
Application Fees	\$ <u>350.00</u>			
Admin. of Guarantee	\$ _____			
Adjustment \$	_____			
Pub. Not. Sign Fee \$	<u>50.00</u>			
Pub. Not. Sign Deposit \$	<u>100.00</u>			
Total Fee	\$ _____			

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

Date Received

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



522 West 10th Street, Juneau, Alaska 99801 907.586.1070 jensenyorbawall.com

Date: September 1, 2020
RE: CBJ Allowable/Conditional Use Permit Application
Project: **Thomas Residence – 12087 Glacier Hwy**

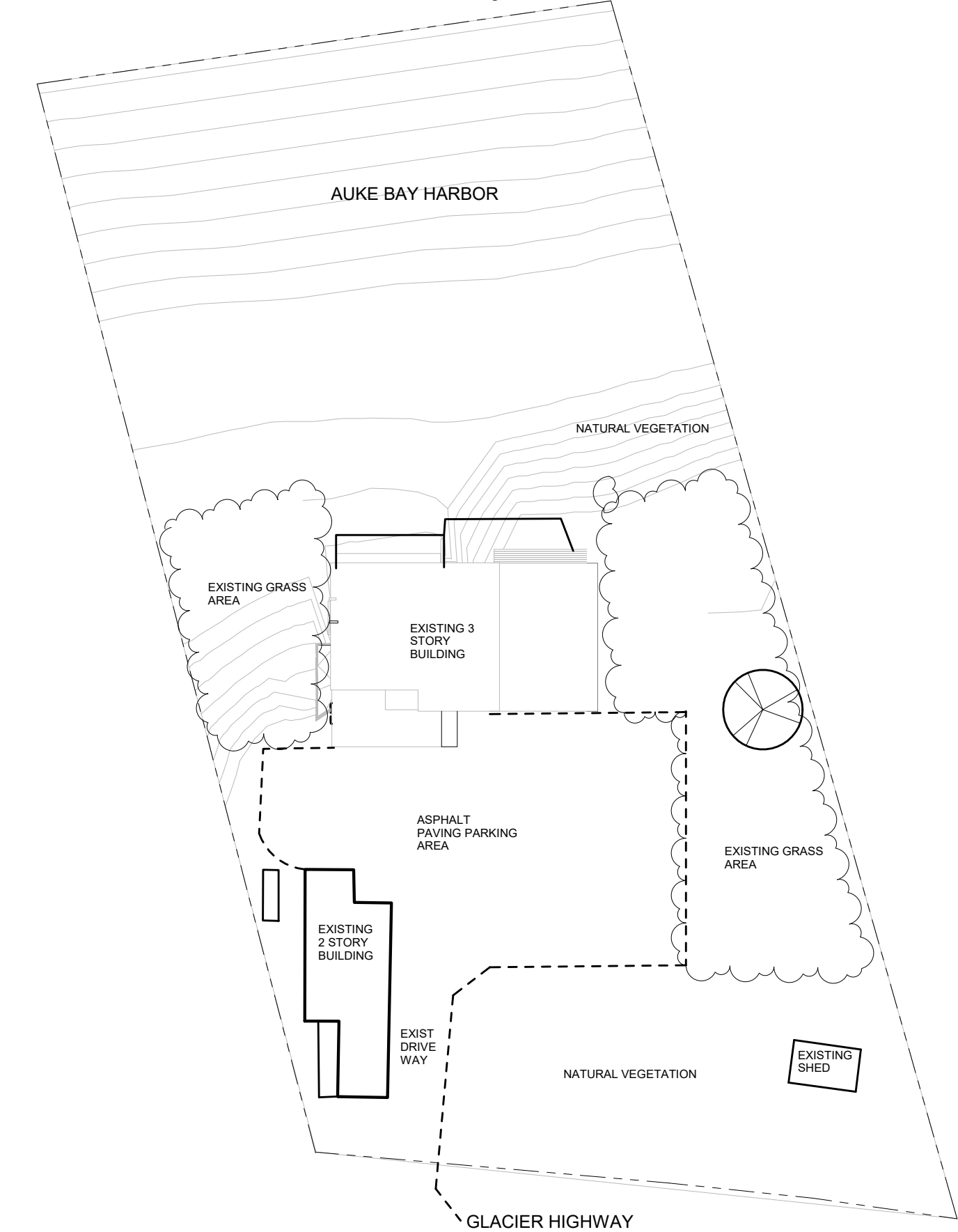
PROJECT NARRATIVE:

Current use of land: Currently, the site encompasses a main 3-story house with the first and second floors as main living spaces for the Owner, and a third floor rental apartment. There is also a separate structure housing an apartment unit with owner shop/storage on the first floor and tenant apartment on the second floor for a total of three existing residential units.

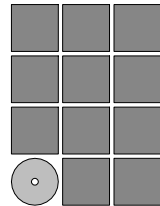
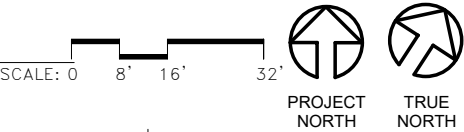
Description of project; project site; circulation; traffic: Proposed conversion of first floor of main house into a 4th residential unit. The existing first floor bedroom; bath; hot tub; and small kitchenette would be renovated to include a bedroom; bath; larger kitchen and living space. Continued use of third floor of main house for an apartment rental. Site circulation would remain via the existing drive way from Glacier highway into the parking area with parking in front of the main house.

Proposed use of buildings: Multi-family development with 3 existing residential units and 1 proposed additional unit.

How the proposed use complies with the Comprehensive Plan: The proposed additional of a rental unit encourages support for future development of Auke Bay to serve the needs of the University, the harbors, businesses, and residents per Chapter 1: Land Use and Facilities, Goal 3 of the 2015 Auke Bay Area Plan.



1 SITE PLAN



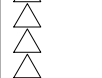
Jensen
Yorba
Wall Inc.

522 West 10th Street
Juneau, Alaska 99801
907.586.1070
AECC137
jensenyorbawall.com

12087 GLACIER HIGHWAY
**THOMAS RESIDENCE
RENOVATION**
JUNEAU, ALASKA

REVISIONS

△ Date 1



SHEET TITLE

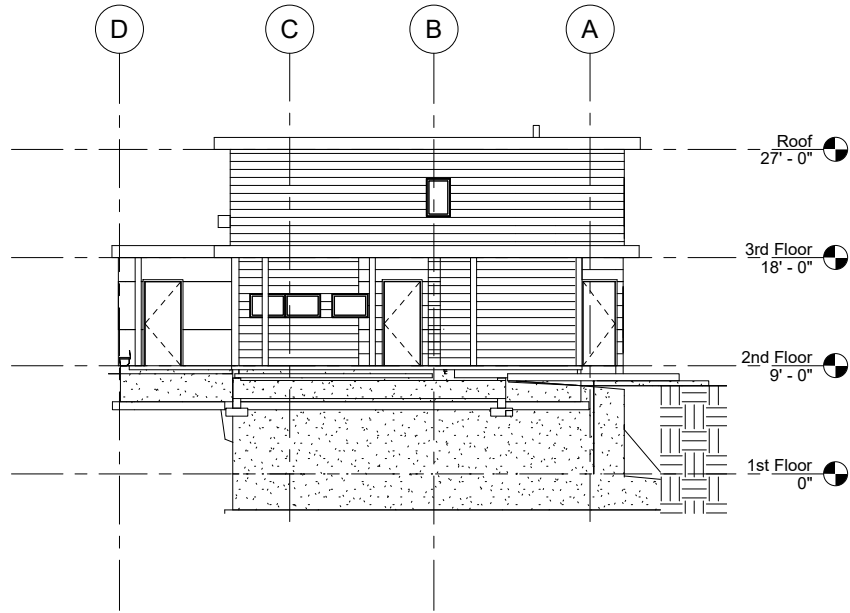
SITE PLAN

DATE: July 17, 2020

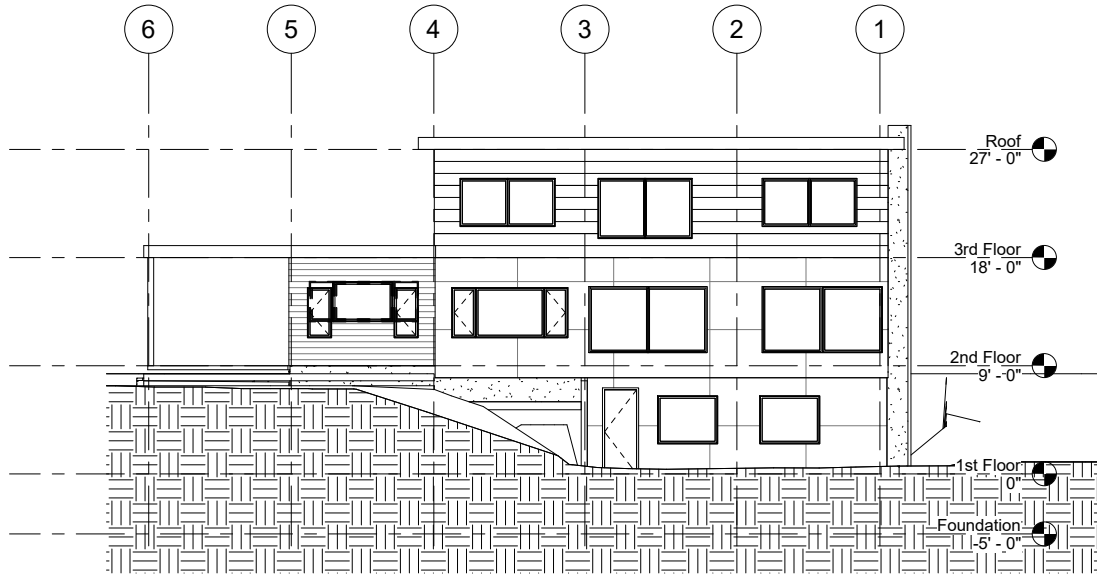
FILE: 19050

A100

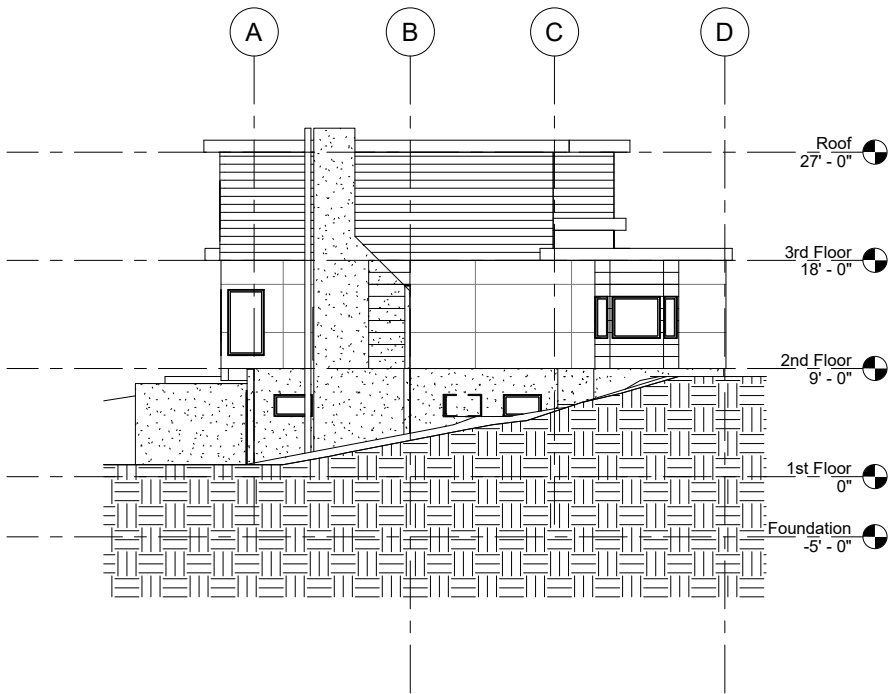
**Architectural plans, mechanical plans, and floor plans are on file with the
Community Development Department.**



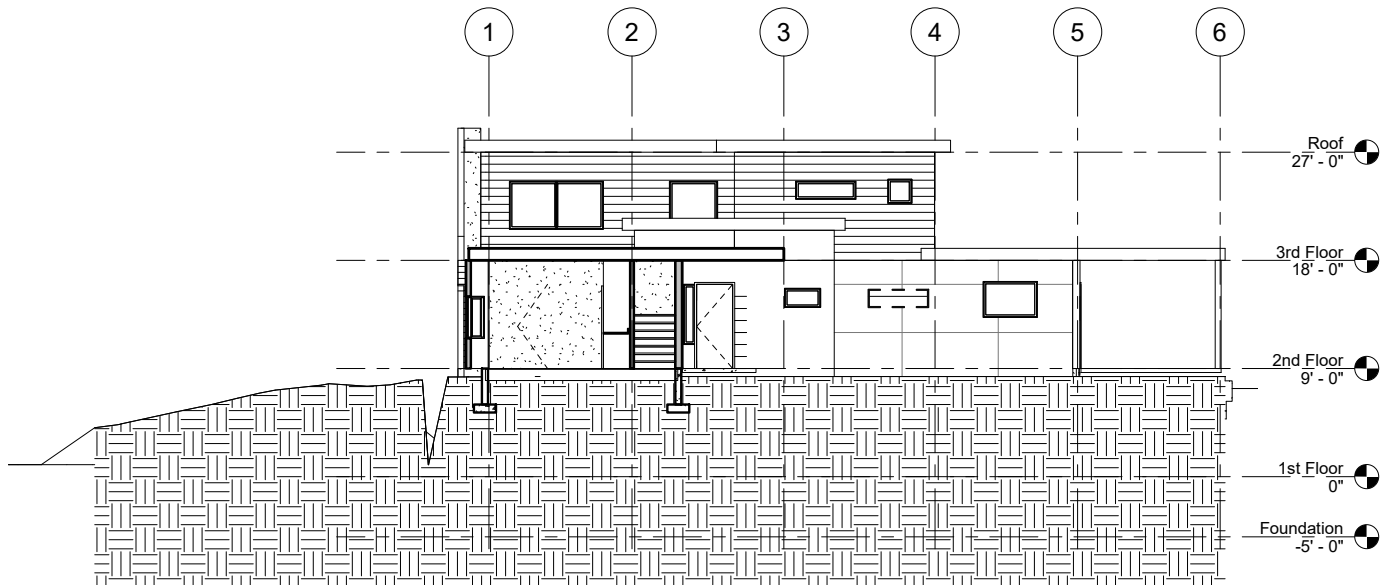
1 Existing Elevation - E



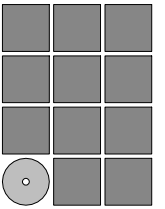
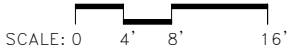
2 Existing Elevation - N



3 Existing Elevation - W



4 Existing Elevation - S



Jensen
Yorba
Wall Inc.

522 West 10th Street
Juneau, Alaska 99801
907.586.1070
AECC137
jensenyorbawall.com

12087 GLACIER HIGHWAY
RENOVATION TO THE
THOMAS RESIDENCE
JUNEAU, ALASKA

REVISIONS



SHEET TITLE

EXTERIOR
ELEVATIONS

DATE: July 17, 2020
FILE: 19050

A301

Attachment A - Application Packet

2 STORY STRUCTURE

Southwest Appraisal Services, LLC
SKETCH ADDENDUM

File No. 20-20-065
Tracking# 32120886-32120888
Packet Page 27 of 87

Borrower	Paul Joseph & Amanda Sylvia-Webb Thomas					
Property Address	12087 Glacier Highway					
City	Juneau	County	City & Borough of Juneau	State	AK	Zip Code 99801-8628
Lender/Client	Residential Mortgage, LLC.		Address 100 Calais Drive, Anchorage, Ak 99503			



Sketch by Apex Sketch v5 Standard™
Comments:

AREA CALCULATIONS SUMMARY				BUILDING AREA BREAKDOWN		
Code	Description	Net Size	Net Totals	Breakdown		Subtotals
GBAL	First Floor	776.00	776.00	First Floor		
BSMT	Basement	440.00	440.00	20.0 x 28.0		560.00
GAR	Carport	144.00	144.00	18.0 x 12.0		216.00
OTH	Green Hse	88.00	88.00			
Net BUILDING Area		(rounded)	776	2 Items	(rounded)	776



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

Change from residential use to commercial multifamily by adding 4th unit

Case Number: PAC20200050

Applicant: Charlene Steinman, Jensen Yorba Wall

Property Owner: Paul Joseph Thomas, Amanda Sylvia-Webb Thomas

Property Address: 12085, 12087, 12089 Glacier Highway

Parcel Code Number: 4B2801020110

Site Size: 39,640 Square Feet, 0.91 Acres

Zoning: Waterfront Commercial

Existing Land Use: Triplex

Conference Date:	August 19, 2020
------------------	-----------------

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.

Charlene Steinman	Applicant	Charlene@jensenyorbawall.com
Irene Gallion	Planning	Irene.Gallion@juneau.org
Shawn Williams	Building	Shawn.Williams@juneau.org
Adrienne Scott	Permit Center	Adrienne.Scott@juneau.org

Pre-Application Conference Final Report

Conference Summary**Questions/issues/agreements identified at the conference that weren't identified in the attached reports.**

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

Clarification on number of existing units on the lot:

There are two buildings on the lot. The "garage" building, closer to Glacier Highway, has one one-bedroom apartment in it.

The "main" building, closer to the tide lot line, currently has two units in it, with the possibility of a third:

- The basement is not currently being used as a unit, but the owner is interested in making it an efficiency apartment.
- The ground level floor has one unit with one bedroom and an office, proposed to be modified to two bedrooms and an office.
- The top floor is a two-bedroom unit. The proposed modifications are finish only, and do not impact residency.

Planning Division

1. **Zoning** – Waterfront Commercial
2. **Setbacks** –
 - a. **Front:** 10 feet
 - b. **Rear:** 10 feet
 - c. **Side:** 10 feet
3. **Height** – 35 feet for permissible and accessory uses.
4. **Access** – Old Glacier Highway
5. **Parking & Circulation**–

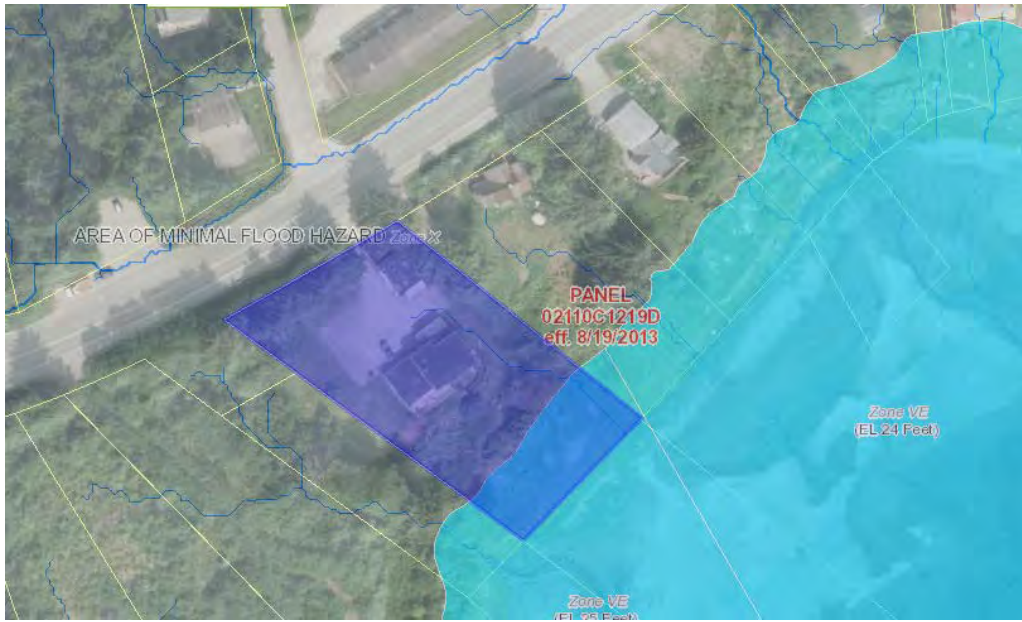
Unit	Existing Required Parking	Proposed in BLD20-434, Required Parking
Garage – one bedroom unit	1.5	1.5 (no change)
Main – basement	0	1
Main – ground level	1.5	1.75
Main – top floor	1.75	1.75 (no change)
TOTAL PARKING REQUIRED	4.75 (round to 5)	6

Requirements are (CBJ 49.40.210):

- 1.5 per one bedroom
 - 1.75 per two bedroom
 - 2.25 per three or four bedroom
6. **Lot Coverage** – No maximum
 7. **Vegetative Coverage** – 10%

Pre-Application Conference Final Report

8. **Lighting** – Not applicable.
9. **Noise** – Not applicable.
10. **Flood** – VE flood zone extends inland approximately 60 feet from tidewater lot line. Any construction in the VE area would need to meet flood zone standards for construction. Base flood elevation is 24 feet. A VE zone is a special flood hazard area has a 1% annual chance of flood. This zone characterizes coastal areas with wave action.



11. **Hazard/Mass Wasting/Avalanche/Hillside Endorsement** – Not applicable.
12. **Wetlands** – If there are wetlands on the lot the US Army Corps of Engineers should be consulted regarding development constraints.
13. **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 construction scheduling. No anadromous waterbodies are on the subject parcel, or within 50 feet.
14. **Plat or Covenant Restrictions** – No plat restrictions.
15. **Traffic** – The Institute of Transportation Engineers Trip Generation Manual (9th Edition) estimates 6.65 average daily traffic for an apartment in a fourplex. The existing three units are expected to generate 19.95 trips a day, and with the addition of a fourth unit daily traffic is expected to be 26.6 trips a day. This is below the 250 daily trips that would require a Traffic Impact Analysis.
16. **Nonconforming situations** –
 - a. The accessory structure (north) apparently does not meet current setbacks. The side yard setback requirement is 10 feet, and the building appears to be 8.5 feet. A non-conforming certificate is required for construction in this building or when the building changes hands. Attachment A shows the setback in question, and Attachment B shows the other setbacks (which appear to conform to current code). *Note that a non-conforming certificate is free when associated with another building or land use permit, and you currently have an open building permit (BLD20-434).* Links to applications are found below under “List of Required Applications.”
 - b. In the Waterfront Commercial zone, a Conditional Use Permit is required for multi-family development according to the Table of Permissible Uses (CBJ 49.25.300). We do not have a

Pre-Application Conference Final Report

record of a Conditional Use Permit for this property. That can be rectified as part of a Conditional Use Application for the forth unit proposed (basement of main building).

A Conditional Use Permit takes a minimum of eight weeks to obtain. It costs \$350 for residential structures of four or fewer units, and \$500 for residential structures of five to ten units. The conditional use permit will expire 18 months after the effective day 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.

Before applying for a Conditional Use Permit, it might be worth thinking carefully of additional units the applicant may want to add over the next few years, and strategies on “substantial construction progress.” The Waterfront Commercial zoning district allows 18 units per acre. At 0.91 acres, this lot could accommodate 16 units.

Building Division

17. **Building** – Will be addressed at time of building permit review.
18. **Outstanding Permits** –
 - a. BLD2001-0063: Remove and replace rotted beams, framing, etc.
 - b. BLD20140438: Reroof hot tar to EPDM
 - c. BLD20200434: Renovation and addition to main building

General Engineering/Public Works

19. **Engineering** – N/A
20. **Drainage** – N/A
21. **Utilities** – (water, power, sewer, etc.) N/A

Fire Marshal

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

Other Applicable Agency Review

23. DOT&PF / Alcohol Beverage Control Board / Army Corps / DEC (wastewater) / DNR / USF&W / F&G / FAA / Corrections...

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: This form is required for all applications, because it provides contact information for the applicant and written authority from the land owner.
<https://www.ktoo.org/2019/10/06/heavy-rainfall-in-juneau-causes-minor-flooding-and-prompts-evacuations/>
2. Conditional Use Permit: <https://beta.juneau.org/index.php?gf-download=2019%2F07%2FUSE-Allowable-Conditional-Use.pdf&form-id=22&field-id=11&hash=1f4082f939f72daa29a17b66188d1bf0f634352cc2ca2397485edbab5a3d366d>

Pre-Application Conference Final Report

3. Application for a Nonconforming Certification Review: https://beta.juneau.org/index.php?gf-download=2020%2F04%2FNCC-Nonconforming_Certification_Application.pdf&form-id=22&field-id=11&hash=fc94fac2f8b407062c9a873144233df58dde9bce1378a912fcafa7be595d91f9

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.

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. NA

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: Depends on the size of the eventual development. It costs \$350 for residential structures of four or fewer units, and \$500 for residential structures of five to ten units.
2. Application for a Nonconforming Certification Review: \$150 unless submitted with another building or land use permit.
3. Public Notice Sign: \$150, with \$100 refundable if the sign is returned by 4:30pm 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
Fax: (907) 586-4529
Web: www.juneau.org/cdd

ATTACHMENTS:

- A: East property line, estimate
- B: As-built



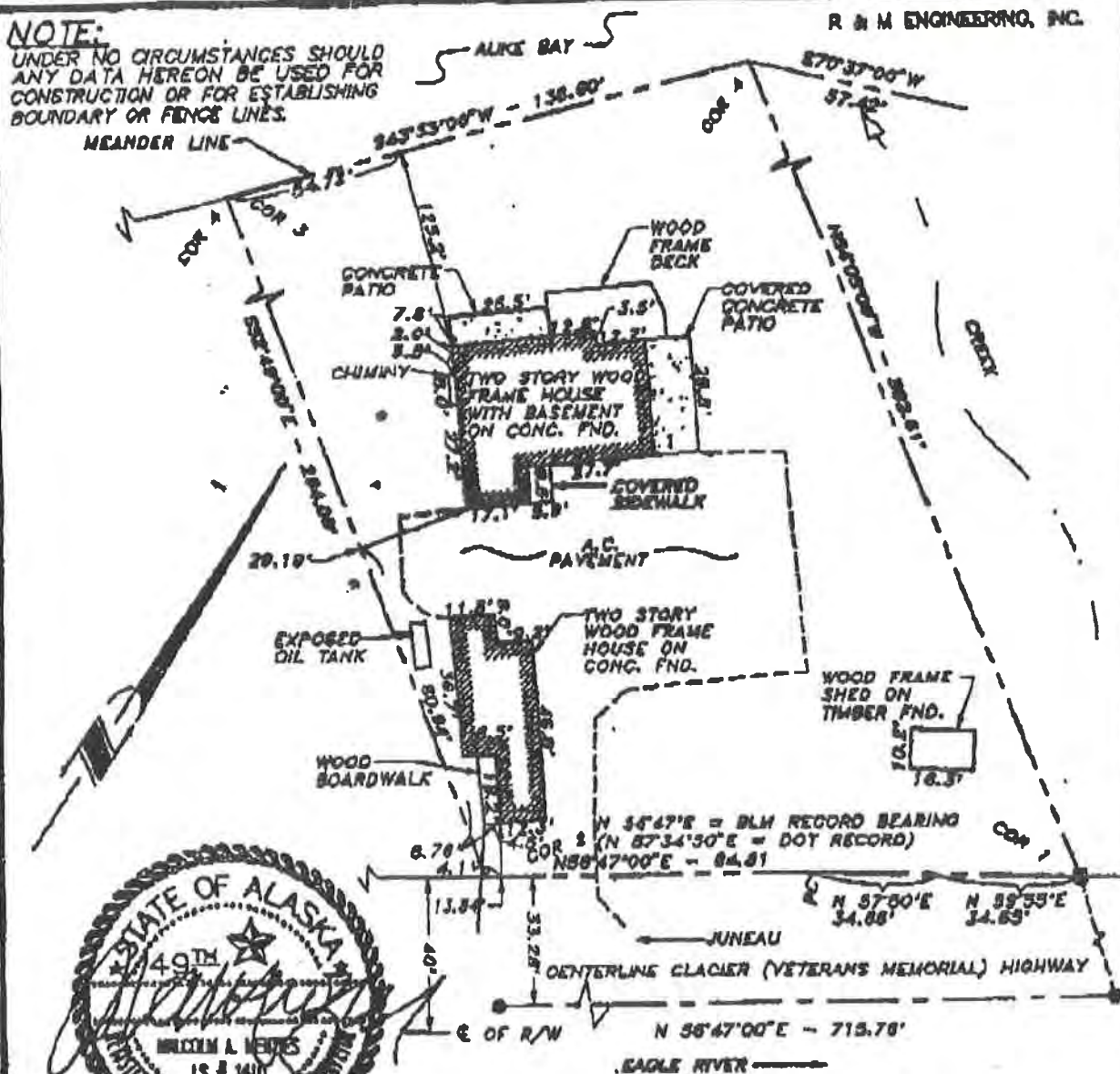
6/22/2001

R&M

R & M ENGINEERING, INC.

NOTE:

UNDER NO CIRCUMSTANCES SHOULD ANY DATA HEREON BE USED FOR CONSTRUCTION OR FOR ESTABLISHING BOUNDARY OR FENCE LINES.

**SURVEYOR'S CERTIFICATE**

I HEREBY CERTIFY THAT THIS IS A TRUE AND CORRECT PLAT OF LOT 1, U.S.S. NO. 2909, AND THAT ALL WALKS, ROADS, EASEMENTS AND IMPROVEMENTS APPEARING ON THE LAND ARE AS SHOWN, AND THERE ARE NO ENCROACHMENTS OR OVERLAPS OF IMPROVEMENTS THEREON.

● ● = MONUMENTS RECOVERED

AN AS-BUILT SURVEY
PLAT OF
LOT 1

U.S. SURVEY 2909

CITY & BOROUGH OF JUNEAU, ALASKA

DATE	SCALE	DRAWN BY	CHECKED BY	PROJECT NO.	DRAWING NO.
6/14/00	1" = 40'	NRM	MAM	051740	1

Received
on

JUN 22 2001

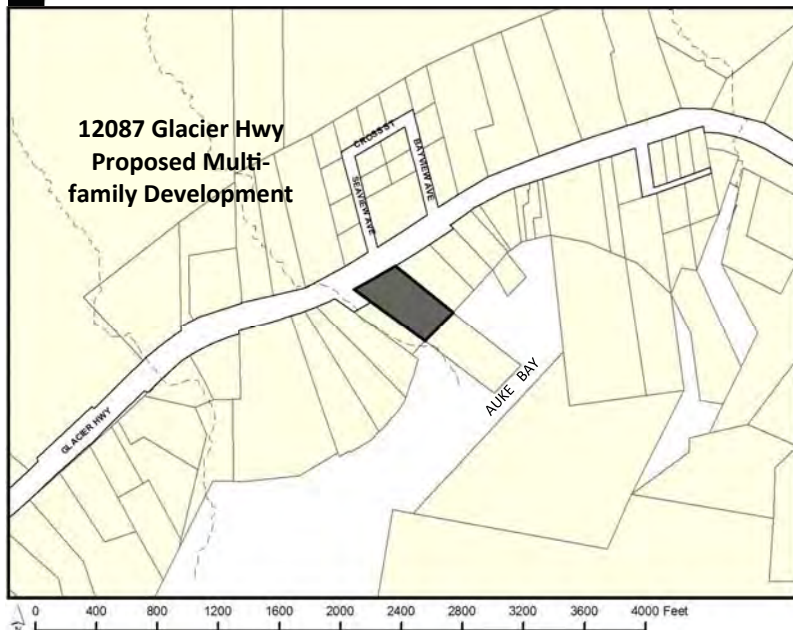
CBJ
Permit Center

**Architectural plans, mechanical plans, and floor plans are on file with the
Community Development Department.**

Invitation to Comment

On a proposal to be heard by the CBJ Planning Commission

Your Community, Your Voice



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 four-unit multi-family development** located at **12087 Glacier Highway** in a **Waterfront Commercial Zone**.

TIMELINE

Staff Report expected to be posted **Monday, October 19, 2020** at <https://juneau.org/community-development/planning-commission>. Find hearing results, meeting minutes and more here as well.

Now through October 5

Comments received during this period will be sent to the Planner, **Laurel Christian**, to be included as an attachment in the staff report.

Oct. 6 — noon, Oct. 26

Comments received during this period will be sent to Commissioners to read in preparation for the hearing.

HEARING DATE & TIME: 7:00 pm, Oct. 27, 2020

This virtual meeting will be by video and telephonic participation only. To join the Webinar, visit: <https://juneau.zoom.us/j/94270847058>. The Webinar ID is: 942 7084 7058. 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.

October 28

The results of the hearing will be posted online.

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

Printed September 22, 2020

Case No.: USE2020 0019
Parcel No.: 4B2801020110
CBJ Parcel Viewer: <http://epv.juneau.org>





(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: Alaska Department of Transportation & Public Facilities (ADOT&PF)

STAFF PERSON/TITLE: Joanne Schmidt, Planner III

DATE: 9/25/2020

APPLICANT: Jensen Yorba Wall, LLC

TYPE OF APPLICATION: Conditional Use Permit

PROJECT DESCRIPTION:

Conditional use permit for a four unit multi-family development.

LEGAL DESCRIPTION: USS 2909 LT 1

PARCEL NUMBER(S): 4B2801020110

PHYSICAL ADDRESS: 12085 Glacier Hwy; 12087 Glacier Hwy; 12089 Glacier Hwy

SPECIFIC QUESTIONS FROM PLANNER:

AGENCY COMMENTS:

My only concern is the 660-gallon above ground tank for heating oil. I couldn't find any notes that described any potential spill/leak protection (e.g., double-walled tank, retention curbing, etc.). Given the tank's size, the owner may wish to consider such protective measures and can find further information on ADEC's webpage on the subject of home heating oil tanks in Alaska.

Thanks for the opportunity to review and comment,

From: [pete leeann](#)
To: [PC_Comments](#)
Subject: Comments on 12087 Glacier Hwy
Date: Friday, September 25, 2020 7:22:53 AM

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

Your description of the lot as “cleared and graveled” is inaccurate. As such, you are likely confusing people into thinking the actual location is the lot across the creek (Eric Lindegaard’s old property). 12087 currently has a house with an apartment above and below the main dwelling I believe.

Sent from Pete's iPhone



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

NONCONFORMING CERTIFICATE

Date: October 6, 2020
File No.: NCC2020 0051

Jensen Yorba Wall, Inc.
ATTN: Charlene Steinman
522 West 10th Street
Juneau, AK 99801

Proposal: A Nonconforming Certification Review for structure setbacks

Property Address: 12087 Glacier Highway
Property Legal Description: USS 2909 Lot 1
Property Parcel Code No.: 4B2801020110

The Director of Community Development adopted the analysis and findings listed in the attached memorandum dated October 6, 2020, and has found the following situations on the lot to be certified nonconforming to the Title 49 Land Use Code of the City and Borough of Juneau:

- Nonconforming Structures (49.30.250):
 - Side yard setback of 4 feet from the northeastern property line

This Nonconforming Certificate applies to the nonconforming situations stated above. The nonconforming rights provided herein may be relinquished under certain circumstances provided under the CBJ Title 49 Land Use Code. It is the responsibility of the owner or agent of the owner to ensure that all development on the lot is in compliance with this certification and the CBJ Title 49 Land Use Code.

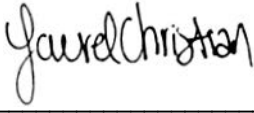
This Nonconforming Certificate constitutes a final decision of the Director of Community Development. Appeals must be brought to the CBJ Planning Commission in accordance with CBJ 49.20.110. Appeals must be filed by 4:30 PM on the day twenty days from the date the decision is filed.

If you have any questions regarding your project or anticipate any changes to your plans, please call the Community Development Department at (907) 586-0715.

File No.: NCC2020 0051

October 6, 2020

Page 2 of 2

Project Planner: 

Laurel Christian, Planner II
Community Development Department



Jill Maclean, Director, AICP
Community Development Department

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.



**DIRECTOR'S REVIEW STAFF REPORT
NONCONFORMING CERTIFICATION
NCC2020 0051**

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

DATE: October 6, 2020

TO: Jill Maclean, Director, AICP

BY: Laurel Christian, Planner II

Laurel Christian

PROPOSAL: Applicant requests a Nonconforming Certification Review for structure setbacks.

KEY CONSIDERATIONS FOR REVIEW:

- Structures on the lot were established prior to zoning or were issued building permits.
- All other current zoning requirements are met.

GENERAL INFORMATION	
Property Owner	Paul Joseph Thomas & Amanda Sylvia-Webb Thomas
Applicant	Jensen Yorba Wall, Inc.
Property Address	12087 Glacier Highway
Legal Description	USS 2909 Lot 1
Parcel Number	4B2801020110
Zoning	Waterfront Commercial
Lot Size	39,640 square feet
Water/Sewer	Public
Access	Glacier Highway
Existing Land Use	Three Dwelling Units
Associated Applications	USE2020 0019; BLD2020 0434

STAFF RECOMMENDATION:

Staff recommends the following situations receive Nonconforming Certification:

- Nonconforming Structures (49.30.250)

ABANDONMENT:

If a nonconforming situation is deemed to be abandoned by the Director, the decision may be reconsidered in accordance with CBJ 49.30.220. After reconsideration is reviewed, an appeal may be filed in accordance with CBJ 49.20.110.

NONCOMPLIANCE:

If a situation fails to be certified as nonconforming, an appeal of this decision may be filed in accordance with CBJ 49.20.110.

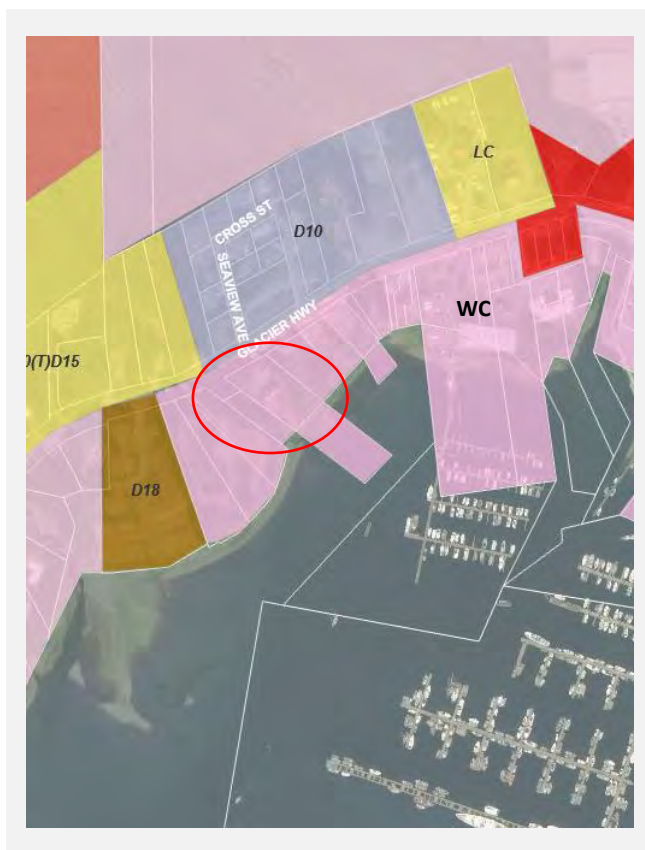
SITE FEATURES AND ZONING



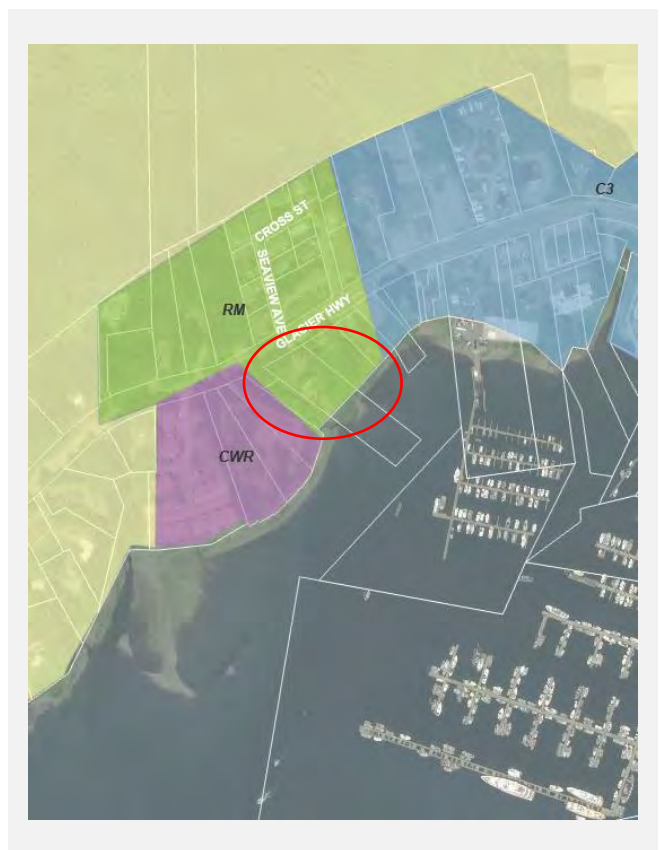
SURROUNDING ZONING AND LAND USES	
North (D10)	Residential
South	Auke Bay
East (WC)	Residential
West (WC)	Vacant – CBJ owned

SITE FEATURES	
Anadromous	None
Flood Zone	Yes
Hazard	None
Hillside	None
Wetlands	None
Parking District	None
Historic District	None
Overlay Districts	None

CURRENT ZONING MAP



ZONING 1969



ZONING HISTORY

Year	Zoning District	Summary
1951	None	The original U.S. Survey plat for the lot from 1951 shows a structure on the lot, which was established prior to zoning requirements.
1969	RM Multi-family Residential	In 1969, the lot and surrounding area were zoned RM. Multi-family dwellings were allowed principal uses. Minimum yard setbacks were 20 feet front and rear, and 5 feet side. Minimum lot size was 3,000 square feet per dwelling, minimum lot depth was 90 feet, and minimum lot width was 60 feet. The minimum off-street parking requirement for the three dwelling units was four parking spaces. Permits for a garage and addition were issued between 1969 and1971. Structures are nonconforming for side yard setbacks. The lot met all other zoning requirements.
1987	Waterfront Commercial	In 1987, the lot and surrounding area were rezoned to Waterfront Commercial (WC). Yard setbacks were reduced to 10 feet on all sides. Minimum lot size is 2,000 square feet, minimum lot depth is 60 feet, and minimum lot width is 20 feet. Five off-street parking spaces are required for the dwelling units existing on the lot. Structures are nonconforming for side yard setbacks. The lot meets all other zoning requirements.

BACKGROUND INFORMATION

The applicant requests a Nonconforming Certification for structure setbacks. The lot was platted in 1951, and the structures on the lot were constructed in 1951, and between 1969 and1971. These three dwellings on the lot were established prior to current zoning requirements.

In 2020, the applicant applied to construct a fourth dwelling unit on the lot (BLD2020 0434). The addition of a fourth dwelling unit triggered the need to obtain a Conditional Use Permit (CUP). Per CBJ 49.25.300, any multi-family development in the WC zoning district requires a CUP approved by the Planning Commission. The applicant has submitted a Conditional Use application that is currently under review for the four dwelling units (USE2020 0019).

INFORMATION REVIEWED

Year	Type	Summary
1951	US Survey	USS 2909 is the original plat of the lot. The plat shows a structure in the approximate location of one of the dwellings on the lot. The current structure appears to be larger, indicating additions over time. The U.S. Survey also shows a platted right-of-way(ROW) along the southwestern side of the lot, this ROW is undeveloped.
1967	Building Permit	BLD 6824 approved a new 10x14 “lean to hot house”. No building plans are on-file, only the permit.
1969	Building Permit	BLD 7412 approved a two-story addition to be used as an apartment. No building plans are on-file, only the permit.

Year	Type	Summary
1971	Building Permit	BLD 8213 approved the alteration of an existing structure to be used as storage. No building plans are on file, only the permit.
1971	Building Permit	BLD 8280 approved a new 20x24 garage. It is not clear based on plans where the garage was to be located on the lot. No old photos or other documentation was provided by the applicant demonstrating the location.
1996	As-Built Survey	An as-built survey provided by the applicant shows structures consistent with 2013 GIS aerial imagery.
2013	Aerial Imagery	Aerial imagery is used to estimate vegetative cover and off-street parking.
2020	Site Visit	Staff performed a site visit on October 2, 2020. Site conditions are consistent with the 1996 as-built survey.
2020	Building Permit Application	BLD2020 0434 - The applicants submitted a building permit application for renovations. Building plans show structure height.

ANALYSIS

Zoning District Comparison Table – The table below lists the required standards for the WC zoning district compared to the lot. A description of these situations is provided in the following sections. Items bolded do not meet current requirements.

Standard		Requirement	Existing	Code Reference
Lot	Size	2,000 sq. ft.	39,640 sq. ft.	49.25.400
	Width	20'	160'	49.25.400
	Depth	60'	274'	49.25.400
Setbacks	Front (NW)	10'	13.84'	49.25.400
	Rear (SE)	10'	125.2'	49.25.400
	Side (NE)	10'	4'	49.25.400
	Street side (SW)	10'	11.75'	49.25.400
Lot Coverage		No Maximum	8%	49.25.400
Height	Permissible	35'	27'	49.25.400
	Accessory	35'	N/A	49.25.400
Maximum Dwelling Units		16	3	49.25.500
Use		Residential	Residential	49.25.300
Vegetative Cover		10% minimum	70%	49.50.300
Parking		5	15	49.40.210(a)

Minimum Lot Requirements – Lot exceeds minimum lot size, lot width, and lot depth.

Finding: Staff finds the lot conforming for lot size, width, and depth.

Minimum Setback Requirements – As demonstrated in the above table, the two-story structure containing a dwelling unit and garage space on the lot does not meet the minimum side yard setback. Structures on the lot were issued building permits or constructed prior to zoning requirements.

Finding: Staff finds the structure(s) nonconforming for side yard setbacks.

Lot Coverage – There is no maximum lot coverage in the WC zoning district.

Finding: Staff finds the lot conforming for lot coverage.

Structure Height – There are two structures on the lot, one is two stories in height and the other is three stories in height. These structures do not appear to exceed maximum height for the zoning district.

Finding: Staff finds the structure(s) conforming for height.

Residential Density – The lot does not exceed maximum allowed residential density.

Finding: Staff finds the lot conforming for residential density.

Use – Use of the lot is residential.

Finding: Staff finds the lot conforming for use.

Vegetative Cover – GIS aerial imagery shows approximately 70% of the lot is maintained in vegetative cover.

Finding: Staff finds the lot conforming for vegetative cover.

Parking – CBJ 49.40.210 requires 5 off-street parking spaces. Parking spaces on the lot are not defined. GIS aerial imagery shows a large parking area with space to accommodate approximately 15 vehicles. ADA accessible parking is not required for residential parking lots requiring fewer than 10 spaces [CBJ 49.40.210(b)(3)(A)].

Use	Number of Units	Spaces Required
Multi-family 1.5 spaces per one bedroom	1	1.5
Multi-family 1.75 spaces per two-bedroom	2	3.5
Total Parking Requirement:		5
Total Spaces Provided:		15

Finding: Staff finds the use conforming for number of off-street parking spaces and type of off-street parking spaces.

NONCOMPLIANT SITUATIONS

49.30.310(j) Failure of a situation to qualify for nonconforming certification. If a situation does not qualify for or is denied nonconforming certification, it is noncompliant and the property is subject to enforcement actions consistent with this title.

There is no information to suggest noncompliant situations exist on the lot.

ABANDONMENT

49.30.220(b) Abandonment of a nonconforming situation. A nonconforming situation is abandoned if any of the following events occur:

- (1) The owner indicates in writing that the nonconforming situation is being permanently discontinued;
- (2) The nonconforming situation is damaged, destroyed, removed or demolished intentionally by the owner or intentionally by an authorized agent of the owner;
- (3) The nonconforming structure is moved;
- (4) The owner takes action consistent with an intent to abandon the nonconforming situation;
- (5) The structure(s) associated with the nonconforming situation has been vacant for 365 consecutive days;
- (6) Except for a structure with a nonconforming residential density, the nonconforming use has ceased and not substantially resumed for 365 consecutive days; or
- (7) A structure with a nonconforming residential density has been unoccupied for 1095 consecutive days.

No information has been submitted to suggest the nonconforming situations on the lot have been abandoned.

Finding: Staff finds none of the above events have taken place and the nonconforming situations are not deemed abandoned.

FINDINGS

1. Was the nonconforming situation allowed, or not prohibited by law, when it was established?

Analysis: Structures on the lot were constructed prior to the establishment of zoning or with approved building permits.

Finding: Yes. The nonconforming situation was allowed, or not prohibited by law, when it was established.

2. Has the nonconforming situation been abandoned?

Analysis: No information has been submitted that suggests abandonment has taken place.

Finding: No. The nonconforming situation has not been abandoned.

RECOMMENDATION

Staff recommends that the Director adopt the analysis and findings, and find the following situations on the lot to be NONCONFORMING to the Title 49 Land Use Code and issue a Nonconforming Certification for the following situations:

- Nonconforming Structures (49.30.250):
 - Side yard setback of 4 feet from the northeastern property line

STAFF REPORT ATTACHMENTS

Item	Description
Attachment A	Application Packet
Attachment B	Information Reviewed



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 12087 Glacier Hwy, Juneau		
	Legal Description(s) (Subdivision, Survey, Block, Tract, Lot) USS 2909 LT 1		
	Parcel Number(s) 4B2801020110		
	☐ This property located in the downtown historic district ☐ This property located in a mapped hazard area, if so, which _____		
	LANDOWNER/ LESSEE		
	Property Owner Paul Joseph Thomas & Amanda Sylvia-Webb Thomas	Contact Person Paul Thomas	
	Mailing Address PO Box 211226 Auke Bay AK 99821	Phone Number(s) 907.723.7717 / 907.209.3668	
	E-mail Address apthomas9040@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. (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></u> Landowner/ Lessee Signature		<u>09/02/2020</u> Date	
X <u></u> Landowner/ Lessee Signature		<u>09/02/2020</u> 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 JENSEN YORBA WALL, INC.		Contact Person Charlene Steinman	
Mailing Address 522 WEST 10TH ST JUNEAU, AK 99801		Phone Number(s) 907.586.1070	
E-mail Address charlene@jensenyorbawall.com			
X <u></u> 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.

Case Number NCC20200051	Intake Initials LEC
	Date Received 9/17/2020



APPLICATION FOR A NONCONFORMING CERTIFICATION REVIEW

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.

TYPE OF NONCONFORMING SITUATION (CHECK ALL THAT MAY APPLY)

☐ USE ☒ STRUCTURE ☐ DENSITY ☐ PARKING ☐ LOT

Have you submitted a narrative that fully explains the above listed nonconforming situations? YES ☒ NO ☐

The narrative should explain the nature of the nonconforming situation(s). Be specific, state past and present uses of the building, property, etc.

List all relevant information being submitted. Include this material and an as-built or site plan with the application.

Relevant information to show that the **situation was allowed when established** may include: building or land use permits, recorded plats, zoning codes or maps, dated photographs.

Situation	Type of Documentation
Original garages of adjacent properties extend beyond property lines - 1949 Survey Plat	
Showing garage as part of property	Assessor's report
Showing modifications to exist garage	CBJ Building Permit 1971
Documentation of existing 'garage' building	1970's photos from Assessor's office
Verification of construction of original garage building	Statement letter from daughter of original owner

Relevant information to show that the **situation was maintained over time** may include: business licenses, dated photographs, insurance records and maps, utility bills, property tax records, business license, telephone listing, advertisement in dated publications, leases.

Maintained Situation	Type of Documentation
Existing building maintained on site	2006 CBJ Parcel Map Photo
Existing Building Maintained on site	2013 CBJ Parcel Map Photo
Existing Building Maintained on site	1994 photo provided by Owner
Last survey of property	1996 As-Built Survey - R&M Engineers

NOTE: If an as-built survey is not submitted, the Community Development Department may not be able to issue a Nonconforming Certificate for setbacks. As-built surveys should show the property in its current condition.

ALL REQUIRED MATERIALS ATTACHED

Complete Application (Per CBJ 49.30.310)

Narrative

As-built survey or similar document

Documentation

Fees

NONCONFORMING CERTIFICATION REVIEW FEES:

	Fees	Check No.	Receipt	Date
Application Fees	\$ _____			
Admin. of Guarantee	\$ _____			
Adjustment \$	_____			
Total Fee	\$ _____			

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
907-586-0770.

Case Number NCC20200051	Date Received LEC 9/17/2020
----------------------------	--------------------------------

Pre-Application Conference: A pre-application conference is **NOT** required prior to submitting an application. It is highly recommended that applicants meet with a planner to discuss the nonconforming situation(s) and necessary or appropriate documentation for submittal. Staff may have access to documentation that the applicant does not. Please contact the Permit Center at 907-586-0770 or via e-mail at permits@juneau.org.

Application: An application for a Nonconforming Certificate 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 application for Nonconforming Certificate and Development Permit Application forms.
2. **Fees:** Fee is \$150. If submitted in conjunction with a development permit, the fee is waived. All fees are subject to change.
3. **Project Narrative:** A detailed narrative describing the nonconforming situation(s).

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: 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. Depending on the details of the permit request, the application may require review by other City & Borough of Juneau departments. Applicants may be required to provide additional information and clarification.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED



522 West 10th Street, Juneau, Alaska 99801 907.586.1070 jensenyorbawall.com

APPLICATION FOR NONCONFORMING CERTIFICATION REVIEW

Cond Use Permit Case Number: PAC2020 0050

Applicant: Jensen Yorba Wall, Inc.

Owners: Paul Joseph Thomas and Amanda Sylvia –Webb Thomas

Property Address: 12087 Glacier Highway

Parcel Code Number: 4B2801020110

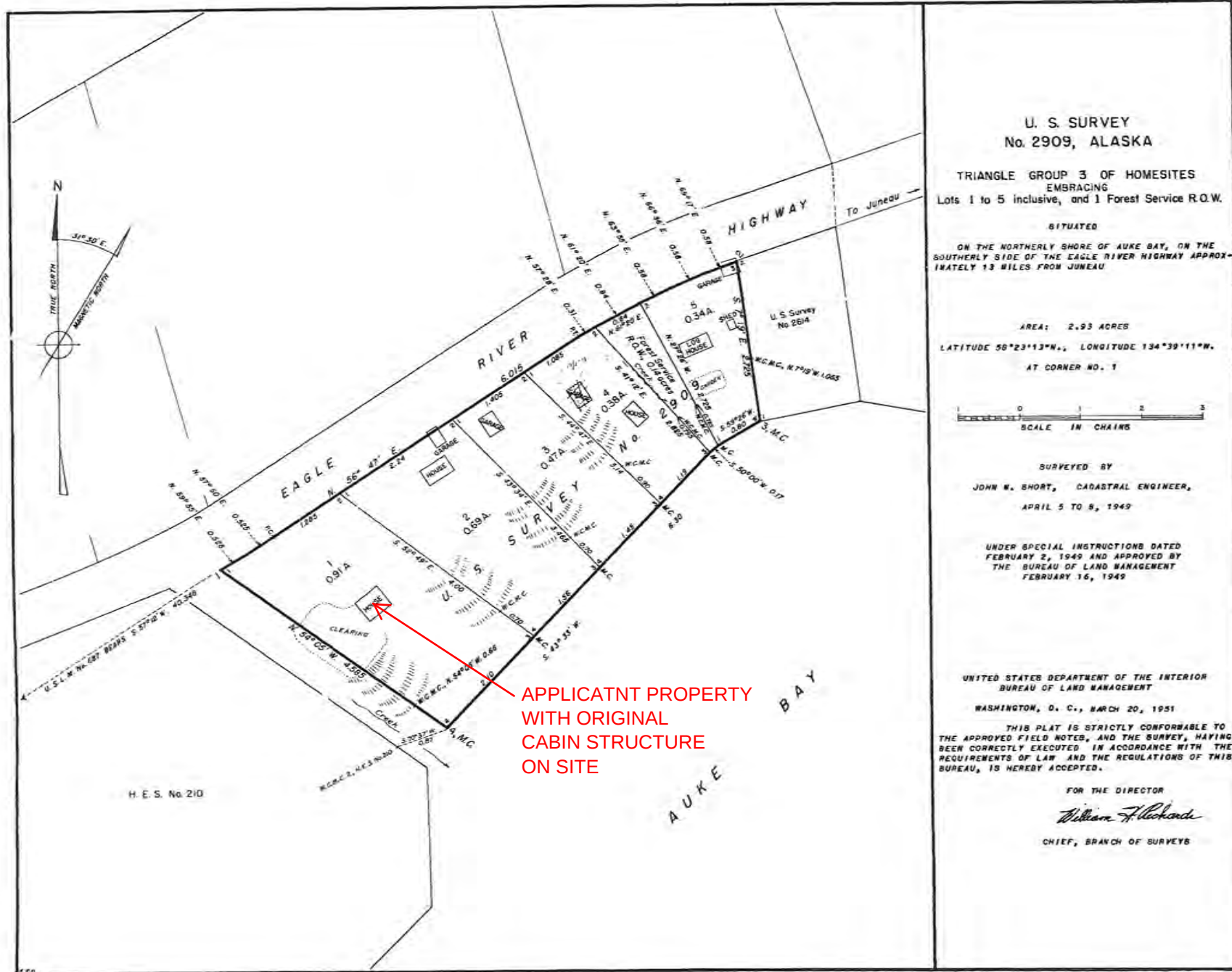
Zoning: WC

NARRATIVE

There are currently two buildings on the lot. The “garage” building close to Glacier Highway, and the ‘main’ building closer to Auke Bay. Current setbacks for the garage property are 10’ front, rear and side. The southwest corner of the garage building is approximately 8-1/2’ from the side setback, less than the 10’ required for current code regulations.

According to CBJ and assessor records, the original main house was constructed around 1954, with a separate garage close to Glacier Highway. It’s estimated that sometime in the 1960’s, a 2 story addition was added to the garage structure, and the building was converted to an apartment on the second floor with workshop on the first floor. The earliest photos showing the garage that we have located from the assessor’s office show garage photos dated 1970 with the addition added. This is the current footprint of the building as it stands today, and the ‘garage’ building continues to be used as an apartment on the second floor with workshop on the first floor.

ORIGINAL



283

Attachment E - NCC20200051 - Nonconforming Certificate

Owner THOMAS TASELIT & ASSOCIATES
Mailing Address Box 977 JUNEAU Property Address AKKE BAY

Permits 227-188213 change doors windows garage @ \$250 Date Built 1962

Observed Physical Condition Exterior Interior Foundation

BUILDING TYPE AND USE Single _____ Double _____ Other _____ # Stories <u>1-2</u> Attic Finish _____ % Basement _____ Frame _____ Concrete _____ Block Log _____	4. EXTERIOR <u>4</u> Concrete _____ Block Sheathing _____ Kind Building Paper _____ Insulation _____ Kind Stucco _____ Siding <u>Rep + Vnt</u> Kind Shakes _____ Bricktex _____ Log _____ Slab Log Siding _____ Metal _____ Plywood _____	6. INTERIOR (Continued) Trim _____ Kind Grade _____ P _____ A _____ G Floor Number Rooms Number Baths Basement _____ 1st Floor _____ 2nd Floor _____ 3rd Floor _____ Attic _____ Total # _____ Grade of Floor Plan _____ P _____ A _____ G Ceiling Height _____ Basement _____ 1st Floor _____ 2nd Floor _____ Attic _____ Grade of Kitchen _____ P _____ A _____ G Oven Built-in _____ Range Built-in _____ Bath Room Finish _____ Attic Stairway _____ Attic Unfinished _____ Attic Useful _____ % Number Dormers _____ Shed Type _____ Size Gable _____ Size	7. Floors (Continued) FINISH Wood <u>SPN wood</u> Concrete _____ Bath _____ Living Room <u>W/W Carpeting</u> Bed Room _____ 8. HEAT <u>5</u> Stove _____ Oil Furnace _____ Coal _____ Stoker _____ Hot Water _____ Hot air Forced _____ Radiant _____ Space Heater _____ Kind Floor Furnace _____ Number of Chimneys _____ Kind _____ NUMBER OF FIREPLACES Basement _____ 1st Floor _____ Type _____
	1. FOUNDATION <u>5</u> Concrete _____ Thick Conc. Block _____ Wood Posts _____ Skids _____ Wood Sills _____	5. ROOF <u>4</u> Flat _____ Gable _____ Hip _____ Other _____ Kind Shingle _____ Shakes _____ Composition # _____ Shingle Insulation _____ Kind Tar Paper _____ Metal _____ Kind Built-up _____ Other _____	7. FLOORS <u>5</u> 1st Floor _____ o.c. Bridged _____ Post Size _____ o.c. Beam Size _____ o.c. 2nd Floor _____ o.c.

Other Buildings	Area	Floor	Roof	Interior	Heat	Plumb	Unit Cost	Adds & Deducts	Repl. Cost	Age	Condition	Building Cc

BUILDING VALUE CALCULATION				OPERATIONS AND PROCEDURES				BUILDING AREA CALCULATION				
Item No.	Area or Quantity	Unit Cost	Total	Performed By	Date	Floor or Part	Width	Length	Area			
4.4	804	1820	14632	EXP. 2/17/20		att.	21	28	588			
				Calculation			12	18	216			
				Review	BH 7-14-20				804			
ADDITIONS AND DEDUCTIONS				DEPRECIATION AND OBSOLESCENCE				Notes: 2000 - 1700 = 300 x 4 = 120 + 1700 = 1820				
2A	Basement		2800	DEPRECIATION				Perimeter Scale 1/4" = 5'				
8A	Roof 462'	1.3	1640	a. Effective Age 9 Depreciation 9 %								
9A	1-3 F.X		540	b. Observed Physical Condition - %								
9C	1 K Sill		140	c. Total Depreciation (a + b) 9 %								
11A	garage 316'	150	- 324	d. Net Condition (100 - c) 81 %								
11B	12'	940	- 112	OBSOLESCENCE								
				e. Overimprovement %								
				f. Underimprovement %								
				g. Other %								
				h. Net Condition (100 - (e + f + g)) %								
				i. FINAL NET CONDITION (d x h) %								
SUMMARY OF APPRAISED VALUE												
Principal Building Appraisal 18,300												
Other Principal Buildings Appraisal 1												
Accessory Buildings Appraisal												
Total Building Appraisal 18300												
Total Land Appraisal												
TOTAL APPRAISED VALUE \$ 1												
Total Replacement Cost \$ 19316												
Cost Conversion Factor 104												
Adjusted Replacement Cost \$ 20088												

Attachment A - Application Packet

Parcel No. 4-2-2000051- Nonconforming Certificate

Subdivision Auke Bay
11 C Survey

4-2-173-000-001-2909

4209

Packet Page 55 of 87

BUILDING TYPE AND USE		5. ROOF <u>Est 5</u>	7. FLOORS <u>5</u>	11. GARAGE, Attached <u>10.2</u>
Single <u>X</u> Double Other # Stories <u>1-2</u> Basement Frame <u>✓</u> Concrete Block Log Other # Bedrooms	Flat <u>X</u> Gable Hip Other Insulation Shakes Shingle Built-Up <u>3ply</u> Comp. Aluminum G.I. Roll Tar Paper	Finish Living Room <u>W/W</u> Kitchen <u>Line</u> Bath Bedroom #1 <u>W/W</u> Bedroom #2 <u>W/W</u> Bedroom #3	Size <u>12 X 18 = 216</u> Foundation <u>Conc</u> Floor <u>Dist</u> Exterior <u>Log & Vent</u> Roof <u>Building</u> Interior <u>PB</u> Insulation <u>yes</u> Heat <u>yes</u> Electrical <u>yes</u> Plumbing <u>yes</u> Common Wall <u>12"</u> Car Port	
1. FOUNDATION <u>5</u>	6. INTERIOR <u>4</u>	8. HEAT <u>5</u>	12. PORCHES	
Concrete <u>6" R</u> in. thick Concrete Block size Wood Post Skids	Insulation Board Plasterboard <u>X</u> Plaster Masonry Wood Paneling Plywood Open Stud	Stove Space Heater Floor Furnace Hot Air Forced Radiant Hot Water <u>X</u> Zoned <u>1</u> # Chimneys Kind	BIOP BIGP BICP Open Porch <u>5 X 18 & 3 X 8</u> Closed Porch Glazed Porch <u>8 X 15</u> Deck Risers	
2. BASEMENT	Trim <u>P</u> <u>A</u> <u>G</u> Floor Plan <u>P</u> <u>A</u> <u>G</u> Ceiling Height Basement <u>7'</u> 1st Floor 2nd Floor Attic	FIREPLACES 1st Floor Type Basement Type		
Full Partial <u>X</u> SF Partial <u>X</u> SF Concrete Block Cribbed Daylight Rec. Room Living Size Fin. Walls Fin. Floor Fin. Ceiling	Kitchen <u>P</u> <u>A</u> <u>G</u> D. I. Stove & Oven Oven Built-In Range Built-In C. T. Range Hood & Fan Dishwasher Disposal Bath Room Finish	9. PLUMBING <u>4</u> # Tubs # Toilets # Basins # Kitchen Sinks # Shower Stalls # Exhaust Fans # Laundry Trays Hot Water Tanks # Gallons Type		
3. FRAME <u>Est 5</u>	Attic Stairway Finished Area Dormers Size Shed Type Gable	10. ELECTRICAL <u>4</u> 110 110/220 <u>X</u> Romex <u>X</u> Conduit	13. YARD IMPROVEMENTS Water Source <u>Well</u> Sewer Source <u>St</u> Cistern Driveway Sidewalk Sidewalk Patio Fence Fence Retaining Wall Retaining Wall Risers	
Walls <u>2 X 4</u> 16 o.c. Floor <u>X</u> o.c. Roof <u>X</u> o.c.		TOTAL GRADE <u>4/1</u> <u>4/1 = 4.55</u> (78) ① 40.50 - 33.65 X .55 + 33.65 = 37.45 ② 20.25 - 16.80 X .55 + 16.80 = 16.70		
4. EXTERIOR <u>4</u>				
Concrete Brick Concrete Block Sheathing Kind Insulation Kind Stucco Log Siding <u>Log & Vent</u>				

COMPUTATION

Appraiser & Date		23-77 <u>Dec 1977</u>				12-20-78 <u>1/4</u>					
Item No	Area or Property	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
4.55 ① 804		33.98	27319		27319	37.42	30085	37.42	30085		
② 588		15.34	9019		9019	16.70	10995	16.70	10995		
11a (G) 804 ave		12.40	-9969		-9969	-8.80	-7075	-9.70	-7799		
12 OP 117'		7.60	866		866	10.00	1140	10.00	1140		
12 GP 120'		18.30	2,196	12.25	1470	16.15	1938	16.15	1938		
Total Replacement Cost			29431		28705		37083		36359		
Cost Conversion Factor					1.08		X 1.05		X 1.11		
Adjusted Replacement Cost					31001		38937		40358		
Effective Age 1976-1962 = 14	14			15/15		16/13		17/35			
Observed Phys. Cond.											
Over improvement	%										
Under improvement											
Total Depreciation											
Final Net Condition	14			85		87		86.5			
Principal Building Total			25310		26351		33875		34910		
Other Buildings			1372		1439		1775		2217		
Total Building Appraisal			26682		27790		35650		37127		
Cost Conversion Factor					1.08		1.05		X 1.11		
Adjusted Replacement Cost					88458		97233		102035		
Effective Age 1976-1974 = 22	23			23/25		24/19		25/20			
Observed Phys. Cond.											
Over improvement	%										
Under improvement											
Total Depreciation											
Final Net Condition	23			75		81		80			
Principal Building Total			59759		66343		78758		81628		
Other Buildings			26682		27790		35650		37127		
Total Building Appraisal			86441		94133		114408		118755		

Attachment E - Nonconforming Certificate
APPLICATION FOR BUILDING PERMIT

4-2-173-000-005-2909
VALUATION \$102000
DATE RECEIVED 9-3-71
Douglas ☐ Juneau ☐ Rural ☒
PERMIT NO. 8280
BY James A. Forward

APPLICANT TO FILL IN BETWEEN HEAVY LINES.
TWO SETS OF PLANS MUST BE FURNISHED WITH APPLICATION.

Building Address 11 1/2 mi 61 Hwy Auke Bay		COVERING	
APPLICANT OWNER	Name WARREN S. SPARKS	Ext. Walls 5/8" Texture 1-11	
	Mail Address Box 153	Int. Walls	
	City Auke Bay	Roof 3/8" PLY & ALUMINUM	
	Tel. No. Home 99452 office 6-2502	Re-Roof	
ARCHITECT ENGINEER	Name	FLUES Packet Page 56 of 87	
	Mail Address	F. Place	Flr. Furn. Other
	City	Furnace	H. Water ☐ H. Air ☐ Steam ☐ Elec. ☐ Oil ☐ Gas ☐
	Tel. No.	Kitchen	
CONTRACTOR or OWNER BUILDER	Name Same	UTILITIES	
	Mail Address	Sewage System City	S. Tank
	Tel. No.	Bldg. Main	
	State License No.	Sewer Outlet Size	
LEGAL DESCRIPTION	Subdivision USS 2909	Water Meter Size	
	Lot No. 5 Bl. No.	Water Service Size	
		Exist. Road	Curb & Gutter ☐ Drain Ditch ☐
		Driveway Width	Ft.
		Off-Street Parking	
		Estimated Cost \$1020	
		Special Information	
CLASS OF WORK			
New ☒	Repair		
Addition	Demolish		
Alteration	Move		
Use Of Bldg. GARAGE			
Size Of Bldg. 20' x 24'			
Height Of Bldg. 11'			
Area Of Lot .34 ACRES			
SPECIFICATIONS			
FOUNDATIONS			
Material Concrete	Exterior	Piers	
Width Of Top 16"			
Width Of Bottom 16"			
Depth In Ground 4' 6"			
Plate (Sill)	Size	Space	Span
Girders			
Joists (1st Fl.)	2"x12"	20'	7'
" " (2nd Fl.)			
" " (Clg.)			
Studs (Ext.)	2x4	16	
" " (Int.)			
Roof Rafters	2x4	24'	20'
Bearing Walls			
Other			
WORK NOT MENTIONED IS NOT INCLUDED IN PERMIT			
I hereby acknowledge that I have read this application and state that the above is correct and agree to comply with all state laws, and codes and ordinances of The Greater Juneau Borough, applicable to building construction.			
Signature Of Owner Warren S. Sparks			
Applicant Same			



THOMAS

2-17-70



7-5-71

AS 2707

#1



THOMAS

2-17-70

City & Borough of Juneau
Community Development/ Permit Center
230 S. Franklin St, 4th Floor Marine View Building
Juneau, AK 99801

September 9, 2020

RE: 12087 Glacier Highway, Application for Nonconforming Certification Review

Conditional Use Permit Case No.: PAC20200050

Building Permit No. BLDG20200434

To Whom it May Concern,

My nephew, Paul Thomas and his wife, Amanda Thomas recently applied for a Nonconforming Certification Review for their property at 12087 Glacier Highway due to inadequate side setback of the existing garage building.

I grew up in this home originally built by my parents around 1954. The one-car garage as it is currently located with entry off the Glacier Highway was part of the original structures at that time. (I have many memories of my sister and I "camping" on top of the garage roof!) The 2-story addition was built onto the original garage for a small chinchilla raising business we did as a family. This addition was later converted to an apartment. There have been various tenants occupying the apartment in the upper story of the building dating back to when my parents owned the property. In 1979 my parents transferred the family home to my brother, Joseph Thomas Jr. and his wife, Judy Thomas. In December 2019 the home was transferred to their son, Paul Thomas and his wife, Amanda Thomas. They are the current owners of the property.

I have fond memories of life in this home and am excited to see my nephew making improvements to keep the home maintained. It is nice to know that the Thomas family will continue to live on this property that has been in our family for three generations now.

Below please see a picture from 1994 showing the garage building as it looked at that time with Glacier Highway at the same level as the original garage building. This is how the garage building has looked for many years.

Please let me know if you have any additional questions. I would be happy to answer.

Sincerely,



Paula Smith (formerly Thomas)
723-2974 (cell) or 789-9418 (home)



Attachment E - NCC20200051 - Nonconforming Certificate



The City and Borough of Juneau is not responsible and shall not be liable to the user for damages of any kind arising out of the use of data or information provided by the City and Borough of Juneau, including the installation of the data or information, its use, or the results obtained from its use. ANY DATA OR INFORMATION PROVIDED BY THE City Borough of Juneau IS PROVIDED "AS IS" WITHOUT WARRANTY OF ANY KIND, EITHER EXPRESSED OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. Data or information provided by the City Borough of Juneau shall be used and relied upon only at the user's sole risk, and the user agrees to indemnify and hold harmless the City Borough of Juneau, its officials, officers and employees from any liability arising out of the use of the data/information provided. NOT FOR ENGINEERING PURPOSES.



Attachment E - NCC20200051 - Nonconforming Certificate



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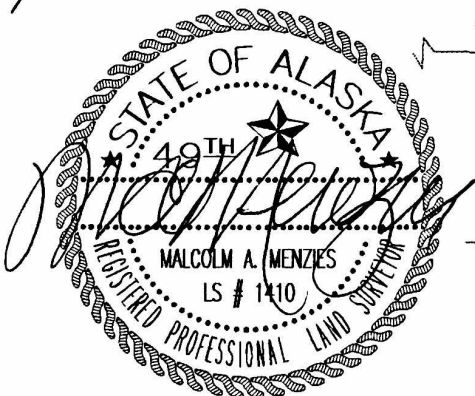
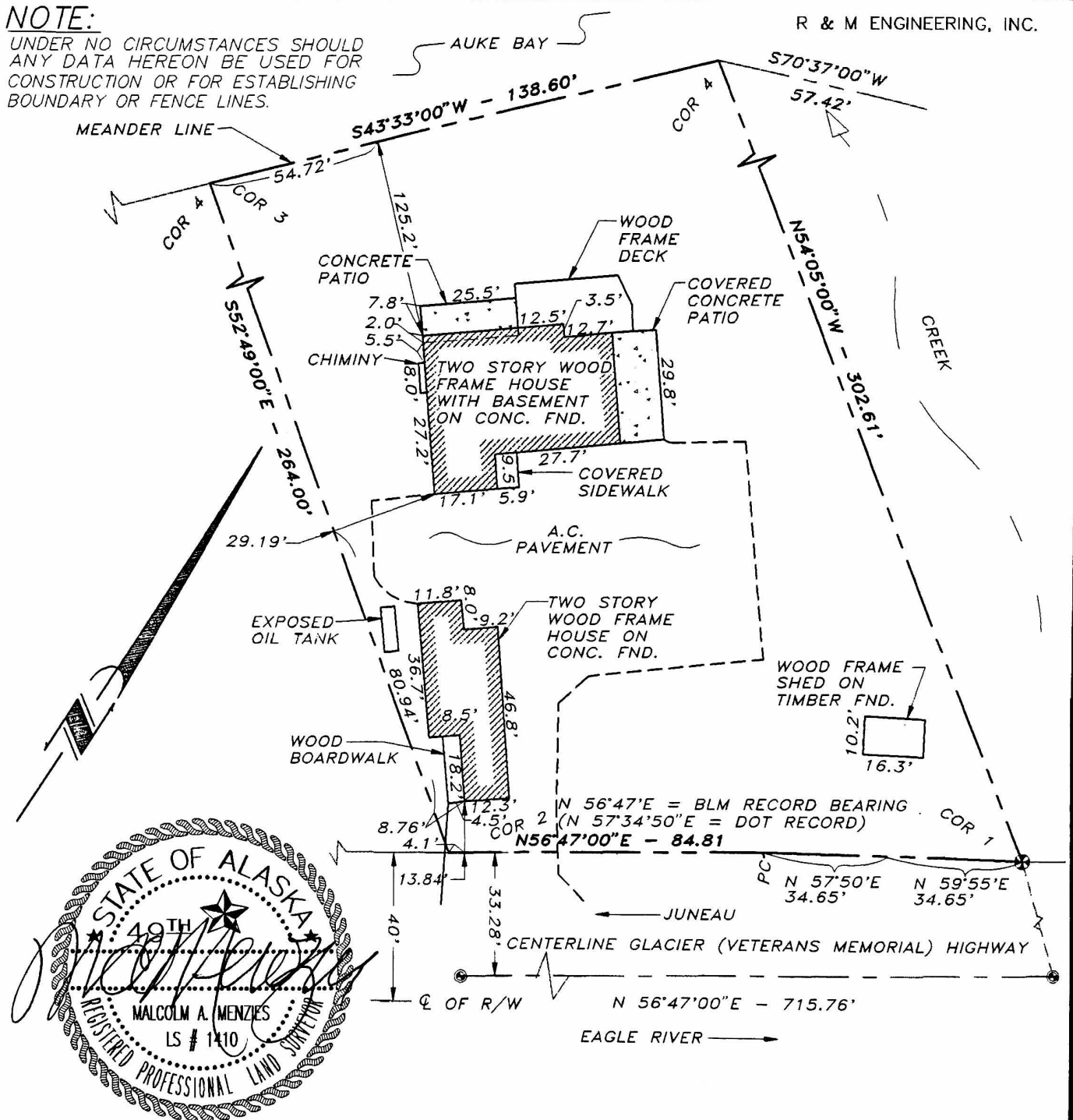


GARAGE/ APARTMENT / WORKSHOP STRUCTURE



NOTE:

UNDER NO CIRCUMSTANCES SHOULD ANY DATA HEREON BE USED FOR CONSTRUCTION OR FOR ESTABLISHING BOUNDARY OR FENCE LINES.



SURVEYOR'S CERTIFICATE

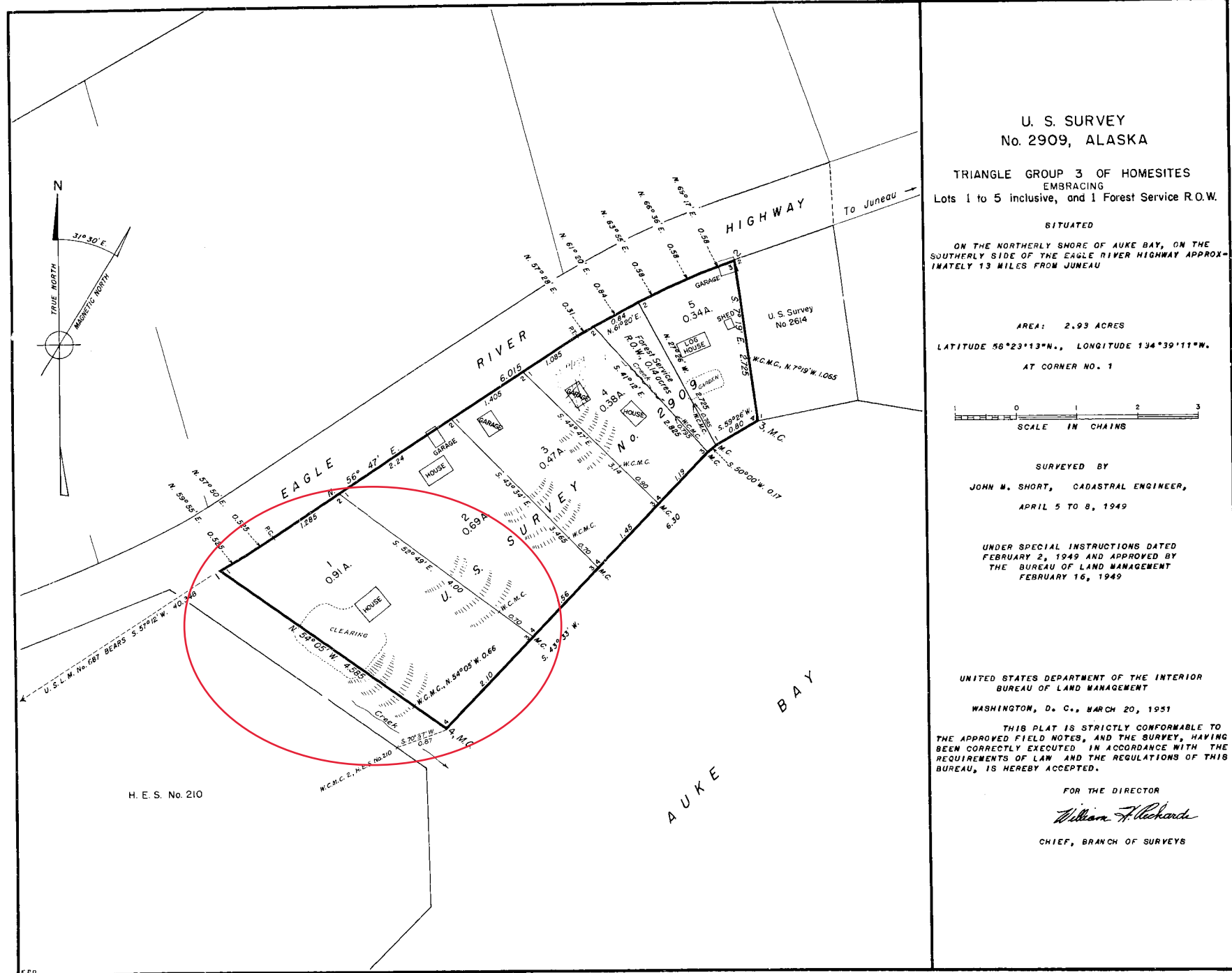
I HEREBY CERTIFY THAT THIS IS A TRUE AND CORRECT PLAT OF LOT 1, U.S.S. NO. 2909, AND THAT ALL WALKS, ROADS, EASEMENTS AND IMPROVEMENTS APPEARING ON THE LAND ARE AS SHOWN, AND THERE ARE NO ENCROACHMENTS OR OVERLAPS OF IMPROVEMENTS THEREON.

⊗ ⊙ = MONUMENTS RECOVERED

AN AS-BUILT SURVEY
PLAT OF
LOT 1
U.S. SURVEY 2909

CITY & BOROUGH OF JUNEAU, ALASKA

DATE	SCALE	DRAWN BY	CHECKED BY	PROJECT NO.	DRAWING NO.
6/14/96	1" = 40'	NRM	MAM	951749	1



APPLICATION FOR BUILDING PERMIT

Douglas ☐

Juneau ☐

Rural ☒

VALUATION

PERMIT NO. 6824

DATE RECEIVED 10-23-67

BY J.T.G.

APPLICANT TO FILL IN BETWEEN HEAVY LINES.
TWO SETS OF PLANS MUST BE FURNISHED WITH APPLICATION.

Building Address 13 mile Auke Bay		COVERING	
APPLICANT	Name Joe Thomas	Ext. Walls	
	Mail Address Box 236	Int. Walls	
	City Auke Bay	Roof	
	Tel. No. 9-7544	Re-Roof	
		FLUES	
ARCHITECT ENGINEER	Name none	F. Place	
	Mail Address	Flr. Furn.	
	City	Kitchen	
	Tel. No.	Furnace	
		Gas	
CONTRACTOR or OWNER BUILDER	Name none	Oil	
	Mail Address	UTILITIES	
	City	Sewage System City	
	Tel. No.	S. Tank	
		Bldg. Main	
LEGAL DESCRIPTION	Subdivision	Sewer Outlet Size	
	Lot No.	Water Meter Size	
	Bl. No.	Water Service Size	
		Exist. Road	
		Curb & Gutter	
		Drain Ditch	
		Driveway Width	
		Ft.	
		Off-Street Parking	
		Estimated Cost 100.00	
CLASS OF WORK		Special Information	
New	Repair		
Addition	Demolish		
Alteration	Move		
Use Of Bldg.			
Size Of Bldg.			
Height Of Bldg.			
Area Of Lot			
SPECIFICATIONS			
FOUNDATIONS			
Material	Exterior	Piers	
Width Of Top			
Width Of Bottom			
Depth In Ground			
Plate (Sill)	Size	Space	Span
Girders			
Joists (1st Fl.)			
" " (2nd Fl.)			
" " (Clg.)			
Studs (Ext.)			
" " (Int.)			
Roof Rafters			
Bearing Walls			
Other			
WORK NOT MENTIONED IS NOT INCLUDED IN PERMIT			
I hereby acknowledge that I have read this application and state that the above is correct and agree to comply with all state laws, and codes and ordinances of The Greater Juneau Borough, applicable to building construction.			
Signature Of Owner Joe Thomas			
Applicant Joe Thomas			

4-B28-D-102-011-D

Attachment E - NCC20200051 - Nonconforming Certificate

GREATER JUNEAU BOROUGH

APPLICATION FOR BUILDING PERMIT

2-173-000-001-2909

Douglas ☐

Juneau ☐

Rural ☒

VALUATION 300.00

PERMIT NO. 7412

DATE RECEIVED 9/17/69

BY R. Cashel

APPLICANT TO FILL IN BETWEEN HEAVY LINES.
TWO SETS OF PLANS MUST BE FURNISHED WITH APPLICATION.

Building Address		COVERING	
APPLICANT OWNER	Name	Ext. Walls	
	Mail Address	Int. Walls	
	City	Roof	1" URETHANE F.A.M.
	Tel. No.	Re-Roof	
		FLUES	Packet Page 65 of 87
ARCHITECT ENGINEER	Name	F. Place	Flr. Furn.
	Mail Address	Furnace	H. Water ☐
	City	H. Air ☐	Steam ☐
	Tel. No.	Kitchen	Oil ☐
		UTILITIES	Gas ☐
CONTRACTOR or OWNER BUILDER	Name	Sewage System City	S. Tank
	Mail Address	Bldg. Main	
	City	Sewer Outlet Size	
	Tel. No.	Water Meter Size	
		Water Service Size	
LEGAL DESCRIPTION	Subdivision	Exist. Road	Curb & Gutter ☐
	Lot No.	Driveway Width	Drain Ditch ☐
		Off-Street Parking	
		Estimated Cost	
		Special Information	
CLASS OF WORK		ROOF INSULATION	
New	Repair		
Addition	Demolish		
Alteration	Move		
Use Of Bldg.	APT.		
Size Of Bldg.	600 SQ FT.		
Height Of Bldg.	2 STORY		
Area Of Lot			
SPECIFICATIONS			
FOUNDATIONS			
Material	Exterior	Piers	
Width Of Top			
Width Of Bottom			
Depth In Ground			
Plate (Sill)	Size	Space	Span
Girders			
Joists (1st Fl.)			
" " (2nd Fl.)			
" " (Clg.)			
Studs (Ext.)			
" " (Int.)			
Roof Rafters			
Bearing Walls			
Other			
WORK NOT MENTIONED IS NOT INCLUDED IN PERMIT			
I hereby acknowledge that I have read this application and state that the above is correct and agree to comply with all state laws, and codes and ordinances of The Greater Juneau Borough, applicable to building construction.			
Signature Of Owner			
Applicant TRUMP-TEC. R. D. Denny			

APPLICANT TO FILL IN BETWEEN HEAVY LINES.
TWO SETS OF PLANS MUST BE FURNISHED WITH APPLICATION.

Building Address		Auke Bay		COVERING	
APPLICANT OWNER	Name	JOE THOMAS, SR.		Ext. Walls	
	Mail Address	Bx 236		Int. Walls	
	City	Auke Bay, Alaska		Roof	
	Tel. No.	9-7544		Re-Roof	
				FLUES	
ARCHITECT ENGINEER	Name			F. Place	
	Mail Address	N.A.		F'l'r. Furn.	
	City			Other	
	Tel. No.			Furnace	
				H. Water H. Air	
CONTRACTOR or OWNER BUILDER	Name			Kitchen	
	Mail Address	N.A.		UTILITIES	
	Tel. No.			Sewage System City	
				S. Tank	
				Bldg. Main	
LEGAL DESCRIPTION	Subdivision			Sewer Outlet Size	
	Lot No.	1		Water Meter Size	
	Bl. No.	A		Water Service Size	
				Exist. Road	
				Curb & Gutter	
CLASS OF WORK				Driveway Width	
New		Repair		Ft.	
Addition		Demolish		Off-Street Parking	
Alteration		Move		Estimated Cost	
Use Of Bldg.	STORAGE			Special Information	
Size Of Bldg.					
Height Of Bldg.					
Area Of Lot					
SPECIFICATIONS					
FOUNDATIONS					
Material	Exterior		Piers		
Width Of Top					
Width Of Bottom					
Depth In Ground					
Plate (Sill)	Size	Space	Span		
Girders					
Joists (1st Fl.)					
" " (2nd Fl.)					
" " (Clg.)					
Studs (Ext.)					
" " (Int.)					
Roof Rafters					
Bearing Walls					
Other					

WOOD FRAME

2 WINDOWS

1 DOOR

PL. BRD.

(REPLACE GARAGE DOOR)

WORK NOT MENTIONED IS NOT INCLUDED IN PERMIT

I hereby acknowledge that I have read this application and state that the above is correct and agree to comply with all state laws, and codes and ordinances of The Greater Juneau Borough, applicable to building construction.

Signature Of Owner

Applicant

APPLICATION FOR BUILDING PERMIT

2-173-000-005-2909
VALUATION \$102000
DATE RECEIVED 9-3-71
Douglas ☐ Juneau ☐ Rural ☒
PERMIT NO. 8280
BY James A. Fournier

APPLICANT TO FILL IN BETWEEN HEAVY LINES.
TWO SETS OF PLANS MUST BE FURNISHED WITH APPLICATION.

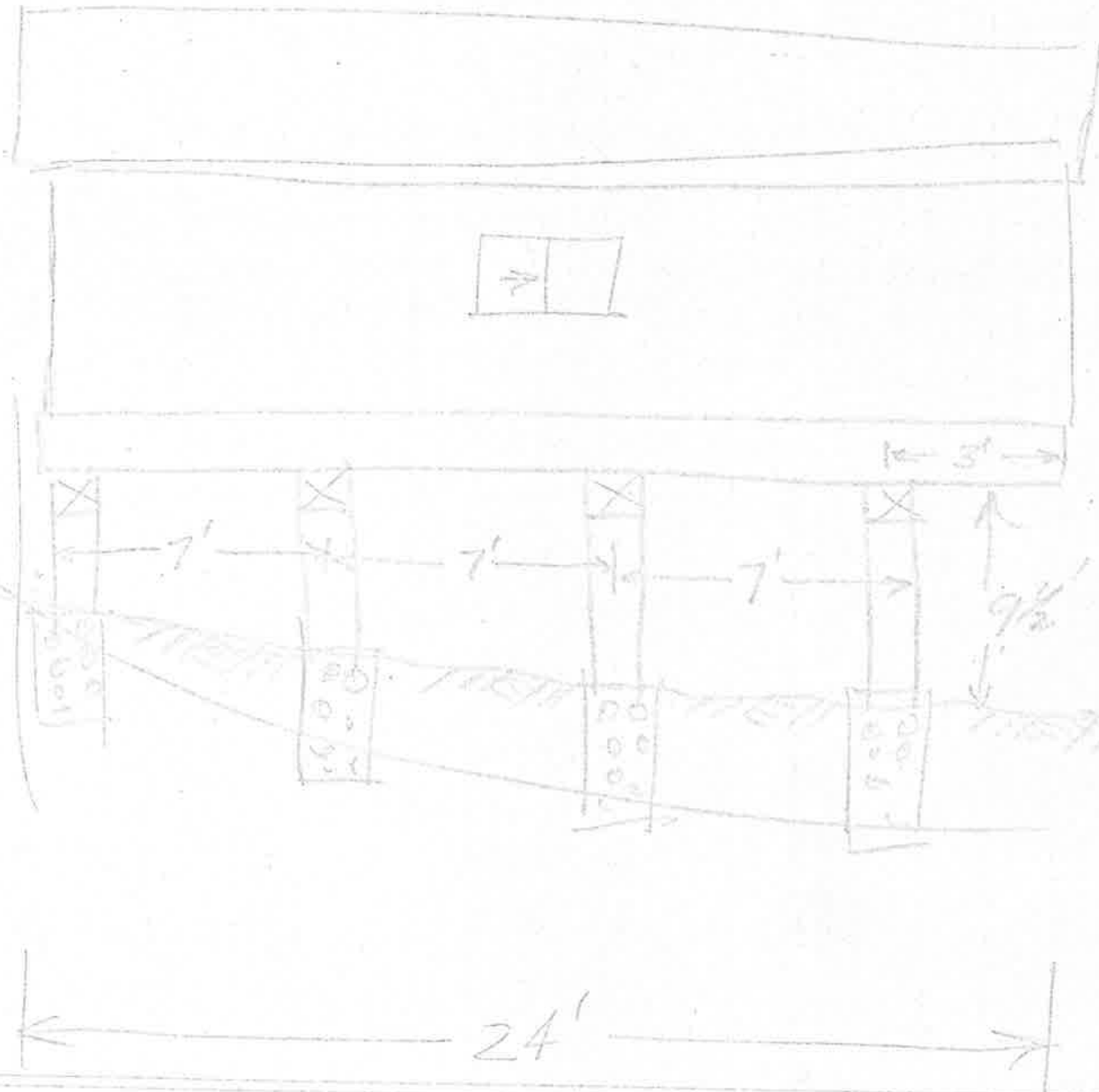
Building Address		11 Mile 12 1/2 Bl. Hwy Auke Bay			
APPLICANT OWNER	Name	WARREN S. SPARKS			
	Mail Address	Box 153			
	City	Auke Bay			
	Tel. No.	Home 99452 office 6-2502			
ARCHITECT ENGINEER	Name				
	Mail Address				
	City				
	Tel. No.				
CONTRACTOR or OWNER BUILDER	Name	Same			
	Mail Address				
	Tel. No.				
	State License No.				
LEGAL DESCRIPTION	Subdivision	USS 2909			
	Lot No.	5 Bl. No.			
CLASS OF WORK					
New	☒	Repair			
Addition		Demolish			
Alteration		Move			
Use Of Bldg.	GARAGE				
Size Of Bldg.	20'x24'				
Height Of Bldg.	11'				
Area Of Lot	.34 ACRES				
SPECIFICATIONS					
FOUNDATIONS					
Material	Concrete		Exterior		Piers
Width Of Top	16"				
Width Of Bottom	16"				
Depth In Ground	4' 6"				
Plate (Sill)		Size	Space	Span	
Girders					
Joists (1st Fl.)		2"x12"	20'	7'	
" " (2nd Fl.)					
" " (Clg.)					
Studs (Ext.)		2x4	16		
" " (Int.)					
Roof Rafters		2x4	24'	20'	
Bearing Walls					
Other					
COVERING					
Ext. Walls		5/8" Texture 1-11			
Int. Walls					
Roof		3/8" PLV & ALUMINUM			
Re-Roof					
FLUES Packet Page 67 of 87					
F. Place		F'l'r. Furn.		Other	
Furnace		H. Water ☐	Steam ☐	Oil ☐	
		H. Air ☐	Elec. ☐	Gas ☐	
KITCHEN					
UTILITIES					
Sewage System City			S. Tank		
Bldg. Main					
Sewer Outlet Size					
Water Meter Size					
Water Service Size					
Exist. Road			Curb & Gutter ☐		
			Drain Ditch ☐		
Driveway Width			Ft.		
Off-Street Parking					
Estimated Cost			\$1020		
Special Information					
SEE PLANS					
WORK NOT MENTIONED IS NOT INCLUDED IN PERMIT					
I hereby acknowledge that I have read this application and state that the above is correct and agree to comply with all state laws, and codes and ordinances of The Greater Juneau Borough, applicable to building construction.					
Signature Of Owner Warren S. Sparks					
Applicant Same					



TRUSS
TRUSS on 24" c.c

4 SUBROOF

1/4" ROOFING



10"
2"x4"
on 1"
INCL
5/8" T
S.D.

DH-119
3-68

8" x 8" x 20' (3)
2" x 12" x 24' (15)

State of Alaska
Department of Highways

Computations

Project No.

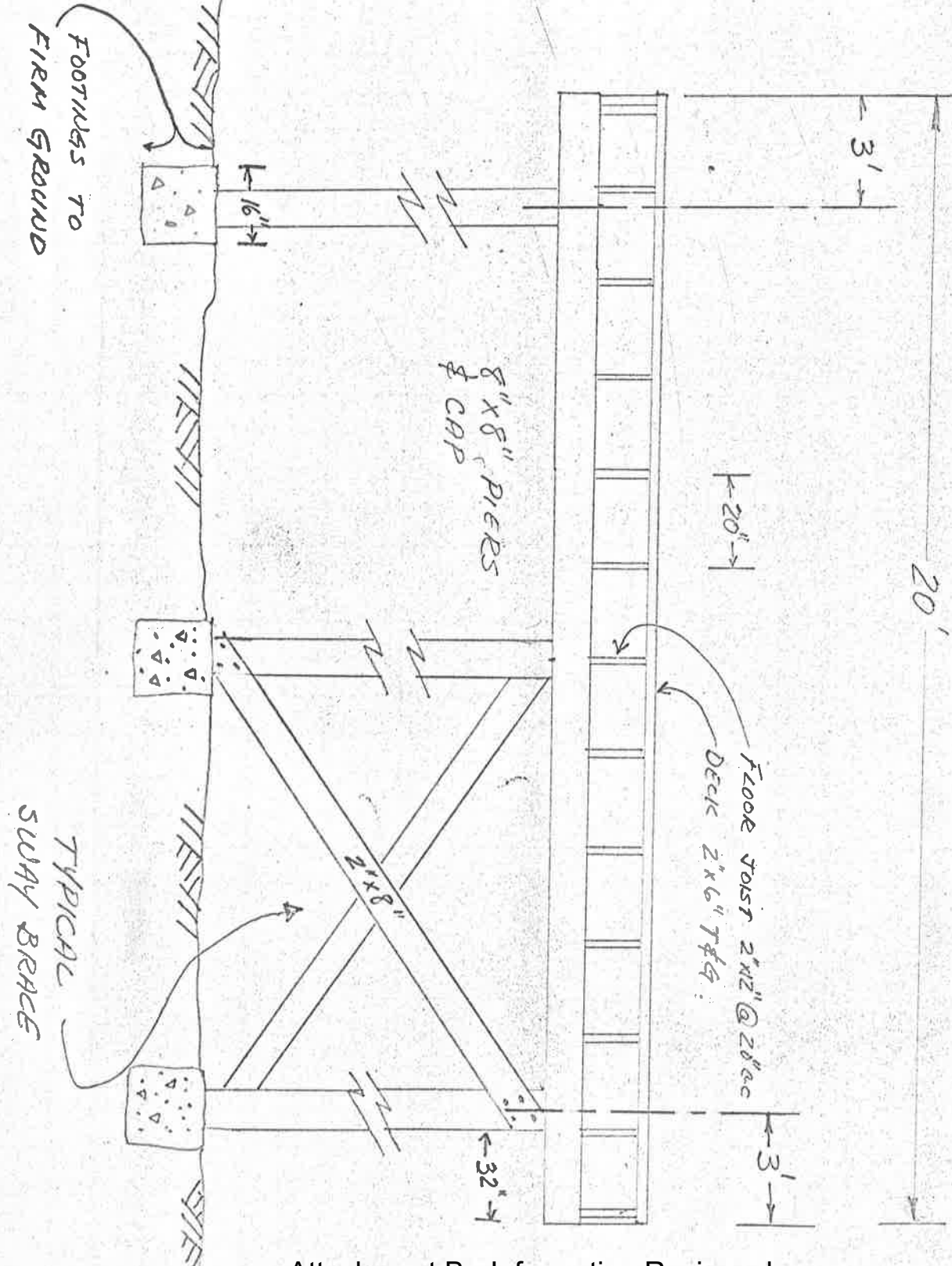
Bridge No.

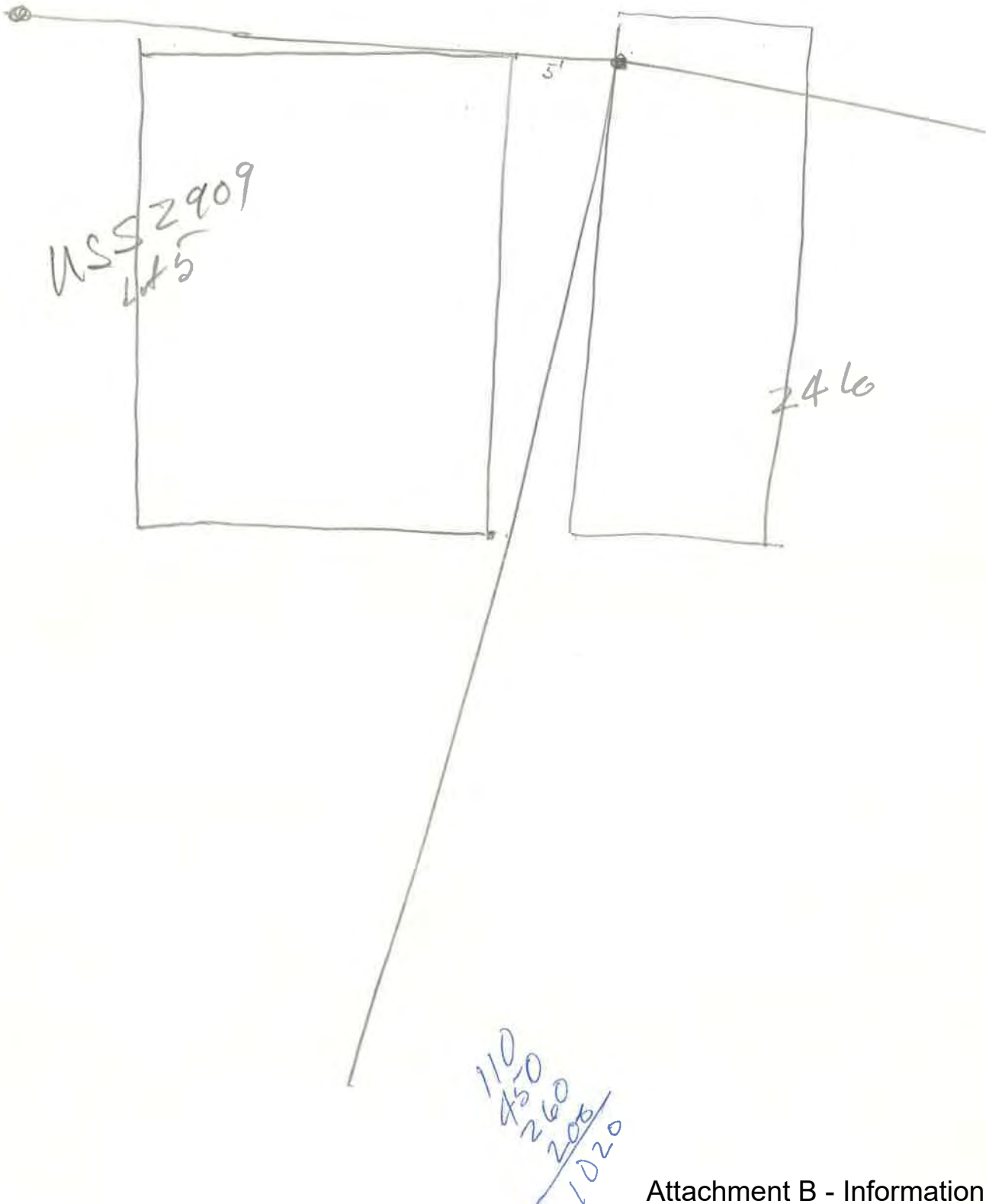
Calc. by. Date

Checked by. Date

For TYPICAL BENT

PROPOSED GARAGE
WHERE SPARKS



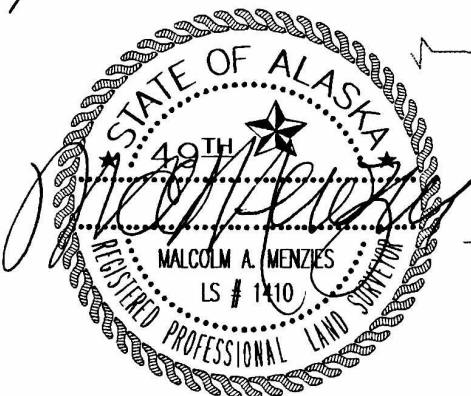
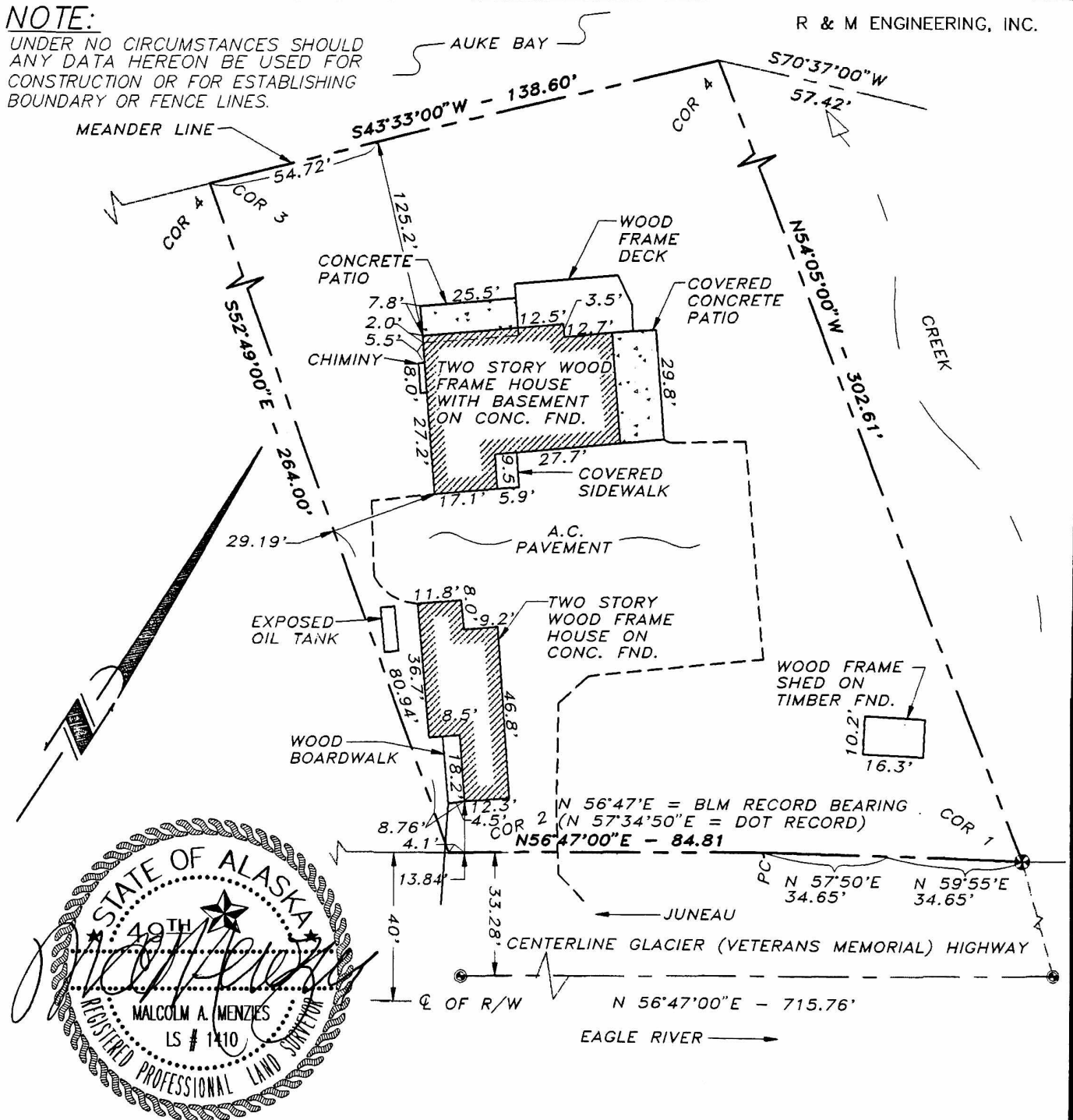


R&M

R & M ENGINEERING, INC.

NOTE:

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SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THIS IS A TRUE AND CORRECT PLAT OF LOT 1, U.S.S. NO. 2909, AND THAT ALL WALKS, ROADS, EASEMENTS AND IMPROVEMENTS APPEARING ON THE LAND ARE AS SHOWN, AND THERE ARE NO ENCROACHMENTS OR OVERLAPS OF IMPROVEMENTS THEREON.

⊗ ⊙ = MONUMENTS RECOVERED

AN AS-BUILT SURVEY
PLAT OF
LOT 1
U.S. SURVEY 2909

CITY & BOROUGH OF JUNEAU, ALASKA

DATE	SCALE	DRAWN BY	CHECKED BY	PROJECT NO.	DRAWING NO.
6/14/96	1" = 40'	NRM	MAM	951749	1

Attachment E - NCC20200051 - Nonconforming Certificate



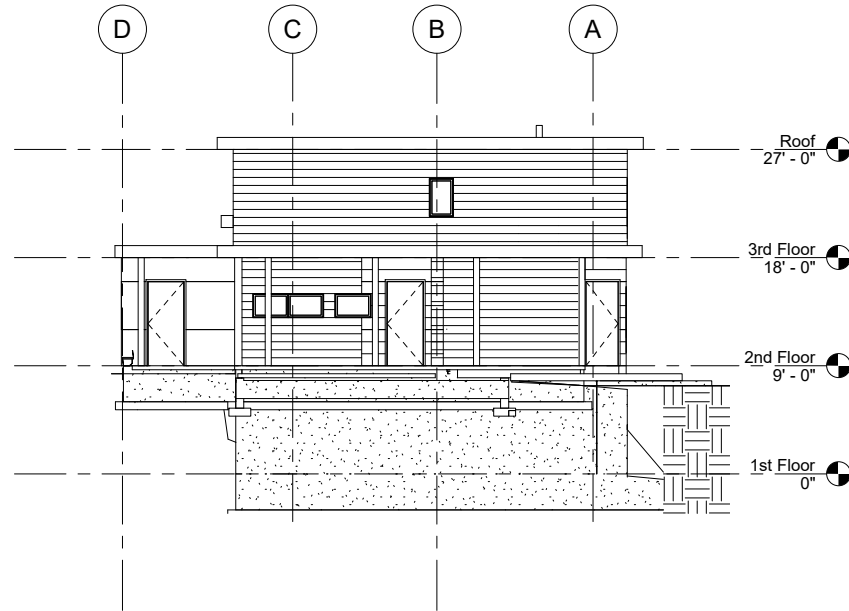
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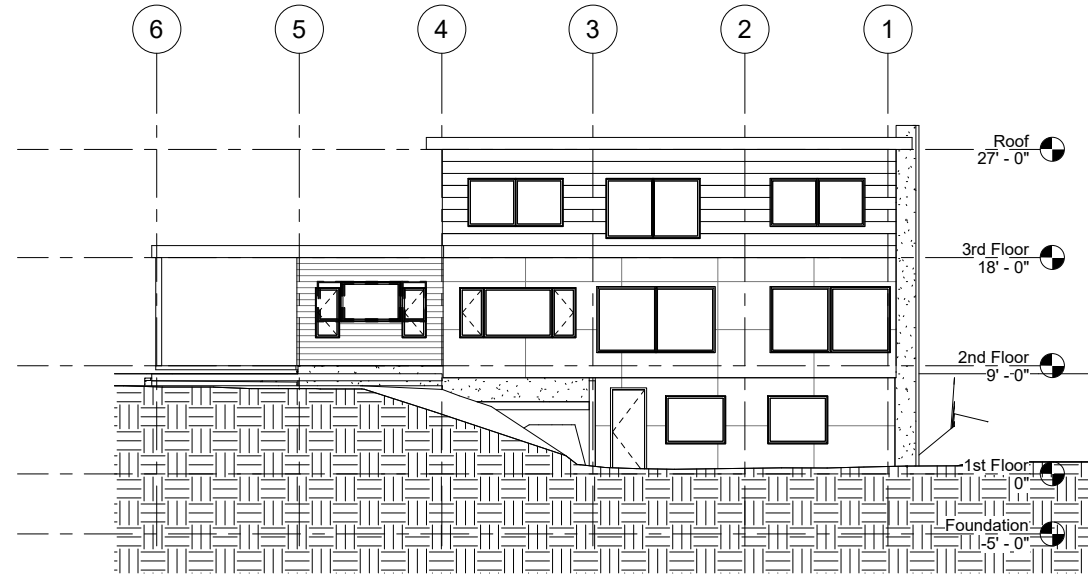


10.2.20 Site Visit Photos

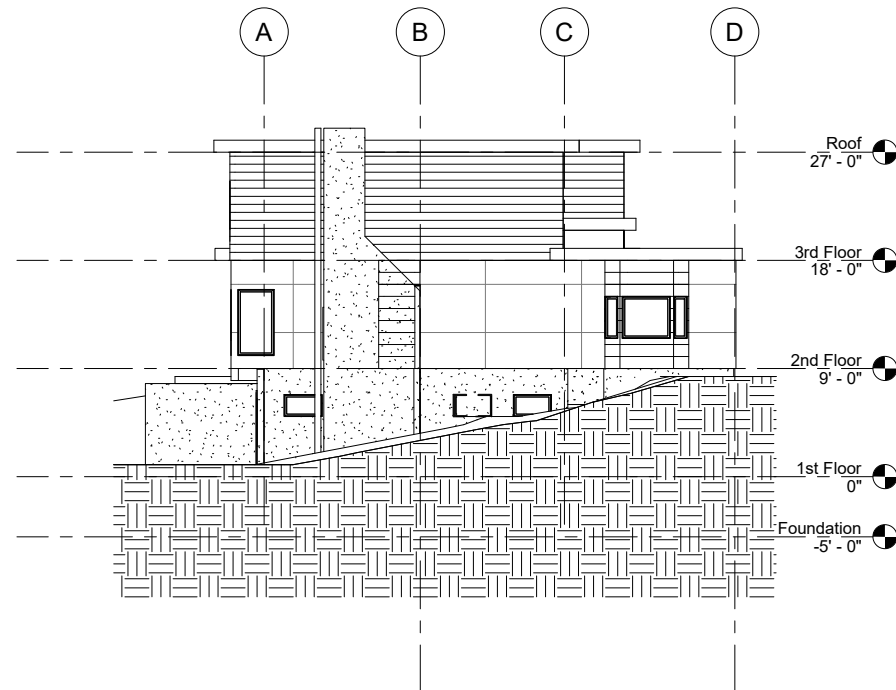
9/2/2020 3:56:23 PM G:_Projects\19050\CAD\CDD\Arch\Cond Use Permit\Thomas Residence - R19 Cond Use Permit.rvt



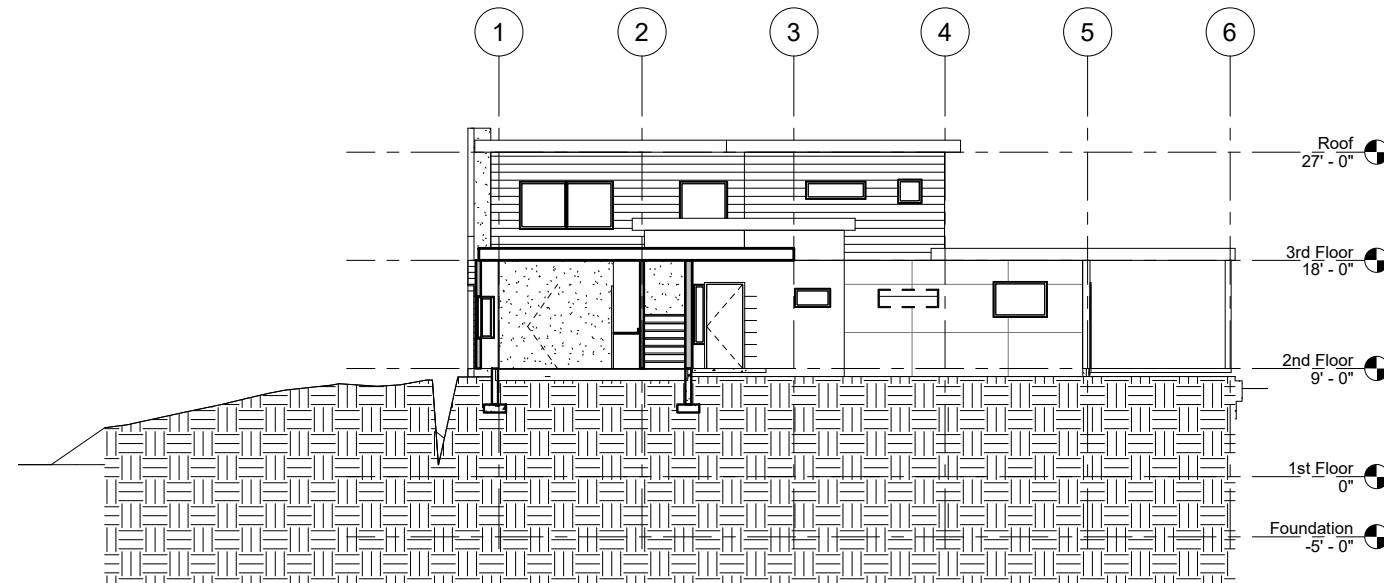
1 Existing Elevation - E



2 Existing Elevation - N

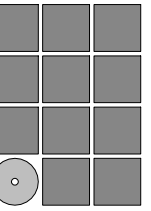


3 Existing Elevation - W



4 Existing Elevation - S

SCALE: 0 4' 8' 16'



Jensen
Yorba
Wall Inc.

522 West 10th Street
Juneau, Alaska 99801
907.586.1070
AECC137
jensenyorbawall.com

12087 GLACIER HIGHWAY
RENOVATION TO THE
THOMAS RESIDENCE
JUNEAU, ALASKA

REVISIONS



SHEET TITLE
EXTERIOR
ELEVATIONS

DATE: July 17, 2020
FILE: 19050

A301

Attachment F - Flood Zone Map



USE20200019

Conditional Use Permit for a four-unit multi-family development.
Staff recommends approval with conditions.

PC Presentation October 27, 2020

Packet Pages 9-112

Background Information

GENERAL INFORMATION	
Property Owner	Paul Joseph Thomas & Amanda Sylvia-Webb Thomas
Applicant	Jensen Yorba Wall, Inc.
Property Address	12087 Glacier Hwy.
Legal Description	USS 2909 Lot 1
Parcel Number	4B2801020110
Zoning	Waterfront Commercial
Land Use Designation	Marine Mixed use
Lot Size	39,640 sq. ft.
Water/Sewer	Public
Access	Glacier Highway
Existing Land Use	Three Dwelling Units
Associated Applications	NCC2020 0051 & BLD20200 0434

KEY CONSIDERATIONS FOR REVIEW:

- Multi-family development requires a Conditional Use Permit in the Waterfront Commercial (WC) zoning district.
- Structures on the lot are Certified Nonconforming; additions to structures will meet current setback requirements (NCC20200051).
- There are three existing dwelling units on the lot.
- The proposal would allow a fourth dwelling unit to be added.

Site Features and Zoning



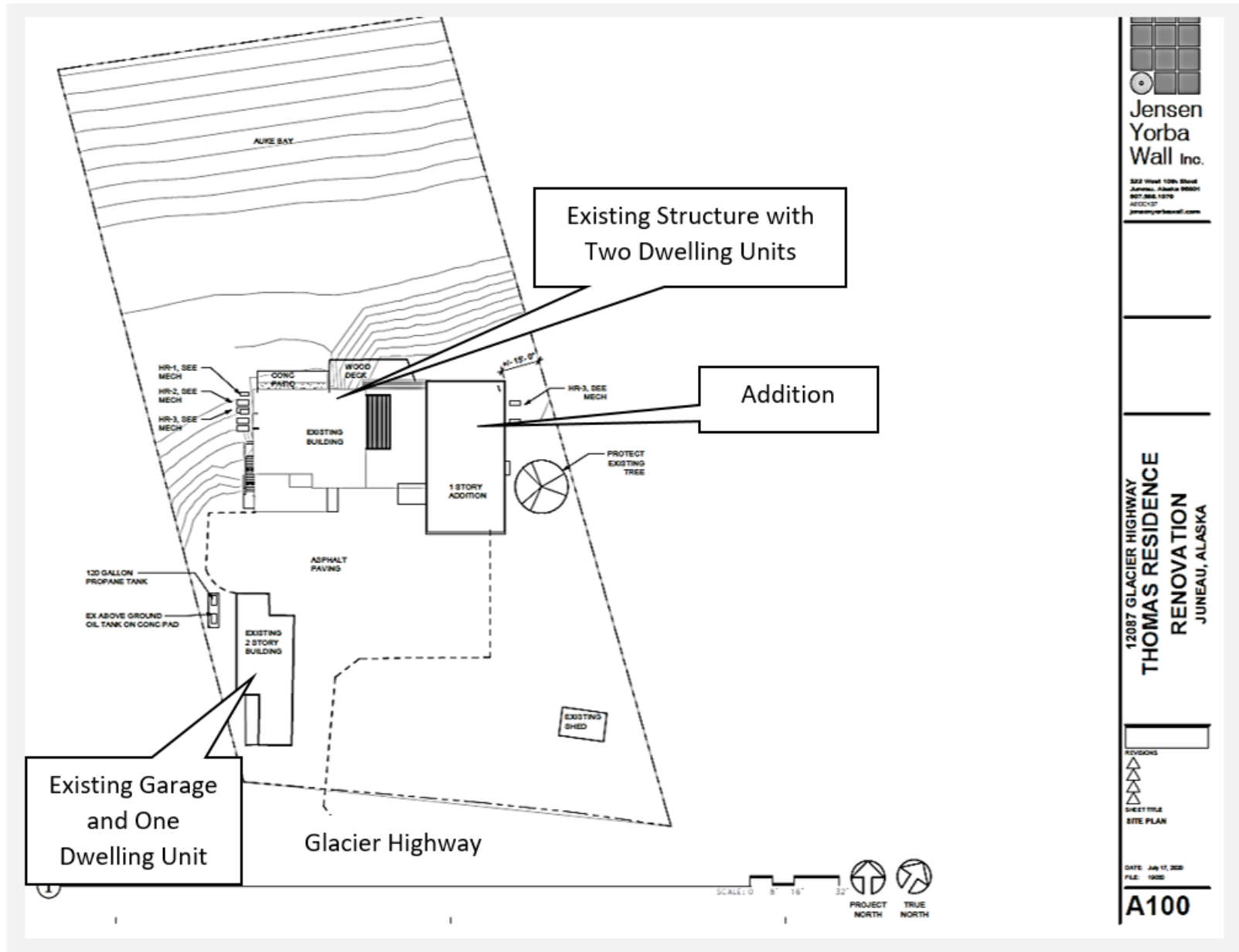
SURROUNDING ZONING AND LAND USES

North (D10)	Residential
South	Auke Bay
East (WC)	Residential
West (WC)	Vacant – CBJ owned

SITE FEATURES

Anadromous	None
Flood Zone	Yes (Attachment F)
Hazard	None
Hillside	None
Wetlands	None
Parking District	None
Historic District	None
Overlay Districts	None

Site Plan



Traffic

A traffic impact analysis is not required [49.40.300(A)(2)]

Use	Units	Trips Generated	Total Trips
Apartments	4	6.65 ADTs per unit	26.6
Total ADTs:			26.6

Parking

Use	Units	Spaces Required	Total Spaces
Multi-family Units (1.5 per one-bedroom)	2	1.5 per one-bedroom	3
Multi-family Units (1.75 per two-bedroom)	2	1.75 per two-bedroom	3.5
Total Parking Requirement:			7
Off-Street Loading Spaces Required:			N/A
ADA Accessible Spaces Required:			N/A



Condition: Prior to issuance of a building permit for the proposed structure, the applicant must submit a revised site plan showing parking spaces that comply with the requirements of CBJ 49.40.

Condition: Prior to the issuance of a temporary certificate of occupancy, wheel stops or striping shall be placed in the parking lot to define the location of parking spaces.

Agency & Public Comments

Agency	Summary
Alaska Department of Transportation & Public Facilities	Noted the 600 gallon oil tank on the lot and recommended the property owner reach out to the Alaska Department of Environmental Conservation for spill/leak protections. Comment was forwarded to the applicant and property owner.

Name	Summary
Pete Leeann	Noted an incorrect description of the lot and indicated the incorrect description of the lot may create confusion.*



Conformity with Adopted Plans

Staff found the proposed development in general conformity with the:

- 2013 Comprehensive Plan
- 2015 Auke Bay Area Plan
- 2016 Housing Action Plan

- Plans generally support housing development.

Findings

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

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?*

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?*

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?*

Finding: No. There is no evidence to suggest that with appropriate conditions, the requested multi-family development, in a WC 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?*

Finding: No. There is no evidence to suggest that, with appropriate conditions, the requested multi-family development, located in a WC 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?*

Finding: Yes. The proposed multi-family development, with the recommended conditions, will be in general conformity with the Comprehensive Plan, the Auke Bay Area Plan, and the Housing Action 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 the development of a four-unit multi-family development.

The approval is subject to the following conditions:

1. Prior to issuance of a building permit for the proposed structure, the applicant must submit a revised site plan showing parking spaces that comply with the requirements of CBJ 49.40.
2. Prior to the issuance of a temporary certificate of occupancy, wheel stops or striping shall be placed in the parking lot to define the location of parking spaces.
3. Prior to issuance of a building permit, the applicant shall submit a lighting plan illustrating the location and type of exterior lighting proposed for the development. All exterior lighting shall be designed and located to minimize offsite glare, and be a “full cutoff” design. Approval of the plan shall at the discretion of the Community Development Department, according to the requirements at §49.40.230(d).



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: October 28, 2020
Case No.: USE2020 0019

Jensen Yorba Wall, Inc.
522 West 10th St.
Juneau, AK 99801

Proposal: Conditional Use Permit for a four-unit multi-family development.

Property Address: 12087 Glacier Hwy.

Legal Description: USS 2909 Lot 1

Parcel Code No.: 4B2801020110

Hearing Date: October 27, 2020

The Planning Commission, at its regular public meeting, adopted the analysis and findings listed in the attached memorandum dated October 12, 2020, and APPROVED the Conditional Use Permit for a four-unit multi-family development, 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 building permit for the proposed structure, the applicant must submit a revised site plan showing parking spaces that comply with the requirements of CBJ 49.40.
2. Prior to the issuance of a temporary certificate of occupancy, wheel stops or striping shall be placed in the parking lot to define the location of parking spaces.
3. Prior to issuance of a building permit, the applicant shall submit a lighting plan illustrating the location and type of exterior lighting proposed for the development. All exterior lighting shall be designed and located to minimize offsite glare, and be a "full cutoff" design. Approval of the plan shall at the discretion of the Community Development Department, according to the requirements at §49.40.230(d).

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Attachments: October 12, 2020, memorandum from Laurel Christian, Community Development, to the CBJ Planning Commission regarding USE2020 0019.

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).

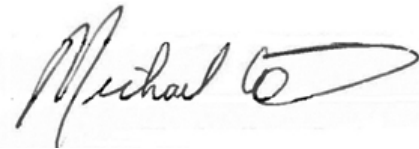
Effective Date: The permit is effective upon approval by the Commission, October 27, 2020.

Expiration Date: The permit will expire 18 months after the effective date, or October 27, 2025, 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.

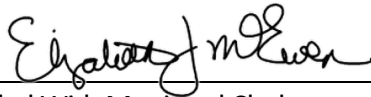
Project Planner:



Laurel Christian, Planner II
Community Development Department



Michael LeVine, Chair
Planning Commission



Filed With Municipal Clerk

11/10/2020

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.