

Agenda
Planning Commission
Regular Meeting
CITY AND BOROUGH OF JUNEAU
Michael LeVine, Chairman
January 14, 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 7:07 p.m.

Commissioners present: Michael LeVine, Chairman; Nathaniel Dye, Vice Chairman; Paul Voelckers, Ken Alper, Dan Hickok, Joshua Winchell, Weston Eiler

Commissioners absent: Shannon Crossley, Travis Arndt,

Staff present: Jill Maclean, CDD Director; Emily Wright, Municipal Attorney; Irene Gallion, Senior Planner; Laurel Christian, Planner;

Assembly members: Greg Smith

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

Mr. Levine noted that in the future, when there are Board of Adjustment (BOA) consent agenda items, they will be presented under the regular consent agenda with separate items for BOA and PC rather than the way it is shown in this agenda.

III. APPROVAL OF MINUTES

A. December 10, 2019 Draft Minutes – Regular Planning Commission Meeting

MOTION: *by Mr. Voelckers, to approve the Planning Commission December 10, 2020, Regular meeting minutes.*

The motion passed with no objection.

IV. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS- none

V. ITEMS FOR RECONSIDERATION - none

VI. CONSENT AGENDA

PDP2019 0001: Amendment to an approved Planned Unit Development Plan
Applicant: Joanne Schmidt
Location: 1011 Teufelshund Way

Staff Recommendation

Staff recommends that the Planning Commission APPROVE the requested Amendment to the Planned Unit Development Plan for Sunset Heights. This would allow the applicant to operate the Planned Unit Development as a “condominium” where all land must be held in common ownership or limited common ownership. This approval is subject to the following conditions:

1. Within 30 days of Planning Commission approval, the applicant shall submit a letter to the Community Development Department withdrawing PDP20180001, PDF20180001, and SMP20180001.
2. The following changes to the Sunset Heights Planned Unit Development Plan are required:
 - a. Correct the plan to show Phase 1 with the matching hexagonal symbol showing areas where development rights are reserved that is used in the legend;
 - b. Correct the spelling for “Element” in “LIMITED COMMON ELEMENT” in the legend;
 - c. Add a label for TEUFELSHUND WAY;
 - d. Use a lighter font for Phase 2 and Phase 3 labels;
 - e. Add “PHASE 1” above “SUNSET HEIGHTS” to the title block.

MOTION: *by Mr. Voelckers to accept staff’s findings, analysis and recommendations and approve PDP2019 0001 and noted the minor change in Item 2.*

The motion passed with no objection.

PDF2019 0002: Amendment to an approved Planned Unit Development Plan
Applicant: Joanne Schmidt
Location: 1011 Teufelshund Way

Staff Recommendation

Staff recommends that the Planning Commission APPROVE the requested Amendment to the Planned Unit Development Plan for Sunset Heights. This would allow the applicant to operate

the Planned Unit Development as a “condominium” where all land must be held in common ownership or limited common ownership. This approval is subject to the following conditions:

1. Within 30 days of Planning Commission approval, the applicant shall submit a letter to the Community Development Department withdrawing PDP20180001, PDF20180001, and SMP20180001.
2. The following changes to the Sunset Heights Planned Unit Development Plan are required:
 - a. Correct the plan to show Phase 1 with the matching hexagonal symbol showing areas where development rights are reserved that is used in the legend;
 - b. Correct the spelling for “Element” in “LIMITED COMMON ELEMENT” in the legend;
 - c. Add a label for TEUFELSHUND WAY;
 - d. Use a lighter font for Phase 2 and Phase 3 labels;
 - e. Add “PHASE 1” above “SUNSET HEIGHTS” to the title block.

MOTION: *by Mr. Voelckers to accept staff’s findings, analysis and recommendations and approve PDF2019 0002 and noted the minor change in Item 2.*

The motion passed with no objection.

VII. UNFINISHED BUSINESS - none

VIII. REGULAR AGENDA- none

IX. BOARD OF ADJUSTMENT - At 7:10, Mr. Levine recessed the Planning Commission and came to order as the Board of Adjustment.

X. BOARD OF ADJUSTMENT – CONSENT

PDF2019 0002: Alternative Development Permit for a reduced side yard setback to accommodate a gas fireplace

Applicant: Edward Hein

Location: 736 W. 12th Street

Staff Recommendation

Staff recommends the Board of Adjustment APPROVE the Director’s analysis and findings, then grant the requested Alternative Development Permit to provide for a 4-foot side yard setback. The permit is for construction of a chase on the west side of the house. This chase would accommodate ventilation for a gas fireplace.

Approval conditions:

- Fire Burning Appliance Instruction: Listed fuel-burning appliances must be installed in accordance with the listed installation and operating instructions provided by the manufacturer. These instructions must be onsite and available to the inspector at time of inspection.

MOTION: *by Mr. Voelckers to accept staff's findings, analysis and recommendations and approve ADP2019 0001.*

The motion passed with no objection.

At 7:11, Mr. Levine recessed the Board of Adjustment and came to order as the Planning Commission.

XI. OTHER BUSINESS -None

XII. STAFF REPORTS

Ms. Maclean reported the following upcoming meetings:

- South Douglas/West Juneau Kickoff public meeting tomorrow (January 15) at the Douglas Library at 5:30 pm. The area plan will cover South Douglas to the bridge. Allison Eddins is the planner on this project.
- Visitor Task Force public meeting Thursday (January 16) at 5:30 pm in Chambers. There will be public testimony at this meeting.
- Blueprint meeting January 30 6:00 pm
- Public Works and Facilities Committee meeting is tomorrow (January 15) at noon in Chambers. Mr. Arndt is the commission liaison. He is traveling and will not be able to attend. Mr. Voelckers said he will attend in Mr. Arndt's place.
- Auke Bay Ad Hoc Committee meeting February 6 at 6:00 pm – UAS Rec Hall is the tentative location
- Commissioners going to APA should have all their travel arrangements by now. If not, contact Chelsea Wallace.

Mr. Dye asked if Auke Bay meeting is a subcommittee or a neighborhood meeting. Ms. Maclean explained it is a meeting of the ad hoc committee so it is a work session open to the public.

XIII. COMMITTEE REPORTS

- Mr. Dye reported the Blueprint committee met but he was not in attendance. Ms. Maclean added that, while she was not at the meeting, she did know that they covered transportation and will continue to cover transportation at the next meeting.

XIV. LIAISON REPORTS

Mr. Smith reported –

- The Assembly Finance Committee met and approved \$7,000,000 for Centennial Hall improvements.
- At the Assembly meeting yesterday (January 13):
 - o The Nonconforming Ordinance was introduced
 - o Introduced an Ordinance authorizing a land sale to Torrey Pines for the Vintage Park assisted living facility
 - o Introduced an Ordinance to provide a grant to the developer to develop the facility
 - o The Glacier Highway City/State project in Lemon Creek recommended by the Planning Commission was on the Consent agenda
 - o A moratorium on Micro mobility devices was extended
 - o Appropriated money and awarded a contract to clean up the junk vehicles on the River Road property.

Mr. Voelckers asked for clarification on the \$7,000,000 for City Hall. He wondered if that is a recommendation or a 'done deal' at this point. Mr. Smith explained that the funding sources of Sales Tax and Bed Tax have been approved but the actual appropriation will be an Ordinance that will be introduced at the full Assembly.

Mr. Hickok asked if Torrey Pines is a privately owned entity? Mr. Smith confirmed that it is a private company. Mr. Hickok asked if the State has an interest in it. Mr. Smith said AHFC would maybe be involved as part of refinancing on down the road but at the moment, they are not involved.

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

XVI. PLANNING COMMISSION COMMENTS AND QUESTIONS

Mr. Levine thanked members who so far have contacted him with committee requests and reminded those who have not so far to please do so.

XVII. EXECUTIVE SESSION- none

XVIII. ADJOURNMENT - 7:21