

Minutes  
**Planning Commission**  
***Committee of the Whole***  
CITY AND BOROUGH OF JUNEAU  
*Nathaniel Dye, Acting Chairman*  
April 27, 2021

**I. ROLL CALL**

Nathaniel Dye, Acting 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 5:33 p.m.

**Commissioners present:** All Commissioners present via video conferencing – Nathaniel Dye, Acting Chairman; Paul Voelckers, Clerk; Ken Alper; Dan Hickok; Josh Winchell; Erik Pedersen; Mandy Cole

**Commissioners absent:** Michael LeVine, Chairman; Travis Arndt, Deputy Clerk

**Staff present:** Jill Maclean, CDD Director; Alexandra Pierce, CDD Planning Manager; Beth McKibben, CDD Planner

**Assembly members:** Loren Jones

**II. REGULAR AGENDA**

A. Accessory Apartment Ordinance

Staff Presentation: Staff Beth McKibben presented **AME 2018 0001**

Discussion

Mr. Voelckers asked Staff to elaborate on the common wall vs duplex logic slide. Ms. McKibben explained common wall structures would not be allowed accessory apartments but in a duplex situation, it would be allowed. Ms. Maclean explained the difference of treatment between single family and multi-family districts. In one instance, it would be building an accessory apartment and in the other, it would be creating multi-family units. She clarified single family districts (D-1, D-3, D-5, D-10SF) only allow one dwelling unit per lot regardless of lot size. Multi-family districts allow multiple units on a lot.

Mr. Winchell asked for the position should someone want to convert a duplex to a common wall for the purpose of adding accessory apartments. Ms. McKibben said currently, a duplex is not allowed to have an accessory apartment. If this amendment passes, it would be allowed.

Ms. Maclean pointed out that this amendment includes an allowance for lots under minimum size to have an accessory apartment so long as they can provide for off street parking without going before the PC for a Conditional Use Permit (CUP).

Mr. Dye asked why there would be a requirement for PC approval rather than Director level approval on the 175% lot size. Ms. Maclean answered she would be open to removing the PC approval requirement.

Mr. Dye asked whether parking or lot size is what triggers the CUP. Ms. Maclean explained that currently all accessory apartments on undersized lots come before the Planning Commission regardless of parking. With the amendment, only those that cannot provide for off-street parking would need PC approval.

Mr. Voelckers asked when this would come before the full Commission. Ms. Maclean said it could be as soon as May 25 or June 8, 2021.

**MOTION:** *by Mr. Voelckers to MOVE **AME 2018-0001** to be scheduled for a regular Planning Commission meeting and submitted as proposed.*

**Motion to Amend:** *by Mr. Dye to remove the CUP requirement for lots over 175%.*

Mr. Dye spoke to the motion saying the CUP is required on undersize lots only if they cannot provide parking. He did not think that is a necessary step for the larger lots as parking is not as much of an issue.

Mr. Alper supported the amendment

***MOTION TO AMEND passed without objection***

***Amended Motion passed without objection***

III. **OTHER BUSINESS** – None

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

V. **ADJOURNMENT** – 6:08 p.m.