

**ASSEMBLY AGENDA/MANAGER'S REPORT
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

August 23, 2021 7:00 PM

Assembly Chambers/Zoom Webinar/FB Livestream

Meeting No. 2021-22 <https://juneau.zoom.us/j/91515424903> or 1-253-215-8782 Webinar
ID: 915 1542 4903

Submitted By:

Duncan Rorie Watt, City Manager

I. FLAG SALUTE

II. LAND ACKNOWLEDGMENT

III. ROLL CALL

IV. SPECIAL ORDER OF BUSINESS

A. Proclamation: Honoring Joy Lyon

B. Instruction for Public Participation

The Assembly follows COVID protocols in accordance with CDC guidelines, CBJ ordinances, resolutions and COVID mitigation strategies at the time of the meeting. Assemblymembers will meet in-person, to the extent possible. **In-person public participation will be limited on a first come, first served basis to no more than 8 persons in the public audience seats. *Masks are required for anyone in the room.* Attendees in excess of that number will be requested to participate via Zoom webinar.**

Testimony time is limited by the Mayor based on the number of participants. Members of the public are encouraged to send their comments in advance of the meeting to BoroughAssembly@juneau.org via zoom link listed on agenda: please hit the 'raise hand' button to speak on an item up for public hearing or a non-agenda item; if participating by phone press *9 on your phone; this will place a 'raised hand' icon next to your phone number and will add you to the queue.

V. APPROVAL OF MINUTES

A. August 16, 2021 Special Assembly Meeting #2021-20 DRAFT Minutes

B. August 17, 2021 Special Assembly Meeting #2021-21 DRAFT Minutes

VI. MANAGER'S REQUEST FOR AGENDA CHANGES

VII. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

VIII. CONSENT AGENDA

A. Public Requests for Consent Agenda Changes, Other Than Ordinances for Introduction

B. Assembly Requests for Consent Agenda Changes

C. Assembly Action

1. Ordinances for Introduction

- a. **Ordinance 2021-35 An Ordinance Amending the Land Use Code to Create a Mixed Use 3 (MU3) Zoning District, a Neighborhood Commercial (NC) Zoning District.**

The public has expressed an interest to allow small-scale commercial uses in higher density multi-family residential neighborhoods. There is also an interest to allow neighborhood-scale mixed-use development along commercial corridors. The zoning districts currently adopted in Title 49 do not adequately accommodate those interests, and the proposed NC and MU3 zoning districts would change that.

Some key features of these new districts include smaller lot sizes, densities ranging from 15 to 30 dwelling units per acre, a prohibition on new single-family development, building height limits of 35 feet, and increased setbacks and landscaping requirements when abutting a single-family residential zoning district.

The Planning Commission discussed this topic on June 22, 2021, and recommended that the Assembly adopt this ordinance.

The City Manager recommends the Assembly introduce this ordinance and refer it to the Lands, Housing, and Economic Development Committee.

- b. **Ordinance 2021-39 An Ordinance Removing or Extending the Sunset Date Relating to Licenses to Use Certain Rights-of-Way for the Selling of Food and Beverages.**

In the spring of 2017, Ordinance 2017-02 was enacted, which created licensing standards for use of certain rights-of-ways for selling food and beverages. Section 5 of Ordinance 2017-02 imposed an automatic repeal

clause (sunset date) of December 31, 2018, which was extended to December 31, 2021, by Ordinance 2018-46. The licensing standards created by Ordinance 2017-02 have been used by food and beverage vendors without issue in the last four years.

The City Manager recommends the Assembly introduce this ordinance; refer it to the Lands, Housing, and Economic Development Committee; and then set it for public hearing at the next regular Assembly meeting.

- c. **Ordinance 2021-08(b)(am)(D) An Ordinance Appropriating \$700,000 to the Manager as Funding for the City and Borough of Juneau Ballot Processing Center Capital Improvement Project; Funding Provided by General Funds.**

At the August 9, 2021 Committee of the Whole meeting, the Assembly directed staff to draft an appropriation of \$700,000 to establish a Juneau ballot processing center. This ordinance would appropriate general funds to configure the Thane Warehouse as a ballot processing center, and fund the purchase and set up of election equipment to operate a vote-by-mail election. The work is anticipated to be complete in time to conduct the 2022 municipal election at the new processing center.

This request has been discussed during various Assembly and committee meetings since November, 2020.

The City Manager recommends the Assembly introduce this ordinance and set it for public hearing at the next regular Assembly meeting.

2. Resolutions

- a. **Resolution 2963 A Resolution Appointing the City Manager or the Finance Director of the City and Borough for the Purpose of Designating Certain Expenditures for Reimbursement From Bonds to be Issued in the Future.**

This resolution delegates authority to the City Manager or Finance Director to certify at the beginning of any eligible capital project that the Assembly may elect in the future to finance that project with tax-exempt bond proceeds. Such a certification solves the timing issue that arises any time a capital project is initiated before bonds are sold. Without such a certification, project expenses incurred before a bond sale are generally ineligible for tax-exempt financing. This resolution does not require the Assembly to appropriate funds for any projects or to sell any bonds.

This resolution was reviewed by the Assembly Finance Committee on August 18, 2021.

The City Manager recommends this resolution be adopted.

3. Bid Award

a. **RFB 22-039 Purchase and Delivery of Activated Carbon Media for PWWW**

This bid is for purchase and delivery of activated carbon media. The following bids were received and opened on this project on July 29, 2021. The protest period ended August 3, 2021.

Bidder	Total Bid
Carbon Activated Corp.	\$147,500.00
Continental Carbon Group	\$171,000.00
Calgon Carbon Corporation	\$201,500.00
US Ecology, Alaska, LLC	\$246,500.00
ECS Environmental Solutions	\$314,725.00
Newco, Inc.	\$317,500.00

The City Manager recommends the award go to Carbon Activated Corp., based on them submitting the lowest responsive and responsible total bid in the amount of \$147,500.00.

4. Other Items for consent

a. **Marijuana License Renewal for License 13279**

CBJ received notice of the following Alcohol Marijuana Control Office (AMCO) marijuana license renewal application.

Marijuana Renewal License

License Type: Retail Marijuana Store License: #13279

Licensee: The Mason Jar LLC

Location: 2771 Sherwood Lane Unit E, Juneau

(AMCO 60-day comment period ends: 8/29/2021)

The above marijuana license renewal is before the Assembly to either protest or waive its right to protest. The Finance, Police, Fire, and Community Development departments have reviewed this renewal and found the business to be in compliance with CBJ Code. The Assembly packet contains the AMCO notice to the local governing body. Additional license application documents are available through the Clerk's office upon request.

The City Manager recommends the Assembly waive its right to protest the renewal of AMCO marijuana license #13279.

IX. PUBLIC HEARING

A. **Ordinance 2021-28 An Ordinance Amending Title 49, the Land Use Code, Related to Minimum Lot Depth.**

This ordinance would remove the minimum lot depth requirement from Title 49. The minimum lot depth requirement has created unnecessary prohibitions on properties, especially infill subdivisions that otherwise need a variance. The community will continue to benefit by maintaining the minimum lot width and minimum lot size requirements for future subdivisions.

On July 13, 2021, the Planning Commission recommended the Assembly adopt this ordinance.

The City Manager recommends the Assembly adopt this ordinance.

B. **Ordinance 2021-30 An Ordinance Amending the Sales Tax Code Regarding the Taxability of Services.**

Recently adopted changes to the Uniform Alaska Remote Sellers Sales Tax Code (the Uniform Code) require CBJ to align the tax treatment of services performed locally but delivered outside of the borough. This ordinance achieves that alignment by exempting those services from the imposition of CBJ's local sales tax.

The Assembly Finance Committee reviewed and discussed this concept on June 2, 2021 and August 18, 2021.

The City Manager recommends the Assembly adopt this ordinance.

C. **Ordinance 2021-34 An Ordinance Amending the Land Use Code to Extend the Sunset Dates for the Alternative Development Overlay Districts.**

This ordinance would extend the sunset date for the downtown Juneau alternative overlay district from August 1, 2021, to August 1, 2022.

The purpose of the alternative development overlay district is to provide adequate minimum standards and procedures for the construction of new residential buildings and the expansion, restoration, or repair of existing residential buildings, while providing time to implement new zoning regulations. This extension provides necessary time for the final review and adoption of new zoning for the downtown neighborhoods.

On July 27, 2021, the Planning Commission recommended this extension as it continues to work through substantive code amendments to the alternative development overlay district.

The City Manager recommends the Assembly adopt this ordinance.

D. **Ordinance 2021-08(b)(am)(C) An Ordinance Appropriating \$150,000 to the Manager as Funding for a Tourism Manager; Funding Provided by Marine**

Passenger Fees.

The Visitor Industry Task Force has recommended that CBJ should establish a centralized tourism management function to guide implementation of the Tourism Management Plan. This ordinance would appropriate \$150,000 of passenger fees for a tourism manager position for the remainder of FY22. This position would coordinate diverse activities and entities involved in public outreach, cruise scheduling, planning, permitting, infrastructure development, operations and maintenance, monitoring and reporting, and enforcement. Creating this position ensures that CBJ will take a more central role in managing outcomes and collaborating with the various active players in the community.

The Committee of the Whole reviewed this request at the July 19, 2021 meeting and recommended CBJ staff draft an appropriating ordinance for introduction.

The City Manager recommends the Assembly adopt this ordinance.

E. Ordinance 2021-37 An Ordinance Authorizing Property Taxes to be Paid in Two Installments for 2021.

Property taxes are currently required to be paid in full by September 30, 2021. A number of property owners are still recovering from the impacts of COVID-19 and could benefit from being able to pay their 2021 property taxes in two installments. Additionally, the Board of Equalization has a significant number of commercial property appeals that may not be resolved before September 30, and those taxpayers could benefit from being able to pay their 2021 taxes in two installments. This ordinance would authorize 80% of the property taxes and special assessments to be paid on September 30, 2021, and the remaining 20% would be due on December 31, 2021. Taxpayers that have automatic mortgage payments or prearranged ACH direct debit can still pay the full tax amount on September 30, 2021.

The Assembly Finance Committee reviewed this ordinance at its August 18 meeting.

The City Manager recommends the Assembly adopt this ordinance.

X. UNFINISHED BUSINESS

A. Potential Reconsideration Ord. 2021-26(am) An Ordinance Amending the Official Zoning Map by Rezoning Channel View, Lot 1, Located near 4650 North Douglas Highway from D-15 to Light Commercial.

At the last regular Assembly meeting, this ordinance was adopted, as amended, and Assemblymember Gladziszewski gave notice of reconsideration. If the Assembly has an interest in reconsidering this ordinance, then an Assemblymember would need to move for reconsideration.

XI. NEW BUSINESS

A. Hardship and Senior Citizen/Disabled Veteran Late-Filed Real Property Tax Exemption Applications

There are three property owners that have requested the Assembly authorize the Assessor to consider a late-filed exemption for their property assessment.

The Assembly should consider each request separately and determine whether the property owner was unable to comply with the April 30 filing requirement. A.S. 29.45.030(f); CBJC 69.10.021(d). The burden of proof is upon the property owner to show the inability to file a timely exemption request. If the Assembly decides to accept one or more late-filed exemption requests, those applications will be referred to the Assessor for review and action.

The City Manager recommends the Assembly act on each of these applications individually.

XII. STAFF REPORTS

A. Election Update

On tonight's agenda is Ordinance 2021-08(b)(am)(D) regarding funding for a Ballot Processing Center that would allow for vote-by-mail elections organized at a Juneau facility. This year and last year, the CBJ municipal vote-by-mail election has and will be hosted at the Municipality of Anchorage facility.

This item is placed under Staff Reports tonight to afford the public an additional opportunity to submit public comment to the Assembly. Ordinance 2021-08(b)(am)(D) is set for public hearing on September 13, 2021. The public will also be able to testify at that meeting.

The City Manager recommends that the Assembly take public comment tonight on the proposal to renovate an existing CBJ facility (the Thane Warehouse) and to purchase equipment to allow for locally hosted vote-by-mail municipal elections.

XIII. ASSEMBLY REPORTS

- A. Mayor's Report
- B. Committee Reports, Liaison Reports, Assembly Comments and Questions
- C. Presiding Officer Reports

XIV. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

XV. EXECUTIVE SESSION

XVIADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org

The Office of the Mayor
City and Borough of Juneau, Alaska

**Proclamation
Honoring Joy Lyon**

Whereas, Joy was the first executive director of the Association for the Education of Young Children, Southeast Alaska; and

Whereas, Joy has been essential in launching and sustaining grant programs to provide resources to families and child care providers to ensure Juneau's youngest community members have the best start possible; and

Whereas, Joy has used her voice for over 25 years to advocate tirelessly for young children on a local, statewide, and national level; and was recognized for this work in 2018 when given the Sandra J. Skolnik Public Policy Leadership Award; and

Whereas, Joy brought the Dolly Parton Imagination Library to communities throughout Southeast Alaska to provide the opportunity for every child to receive sixty books by the age of five; and

Whereas, Joy has established AEYC as a leader in Alaska in regard to supporting and advocating for young children, their child care providers, and their families; by working with the CBJ Assembly to bring public support of early education in Juneau to the forefront as a community priority; and

Whereas, Joy has championed the additional support the child care community needs during the COVID-19 pandemic, keeping the critical child care infrastructure open during this time of unprecedented need; and,

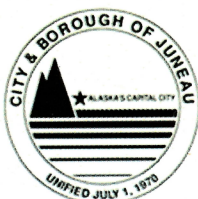
Whereas, Joy has spread optimism, hope, and inspiration to child care providers and advocates across the State of Alaska.

NOW, THEREFORE, I, Beth A. Weldon, Mayor of the City and Borough of Juneau, Alaska, on behalf of the City and Borough Assembly, do hereby issue this proclamation thanking and honoring

Joy Lyon

For her long service supporting young children (and the adults who love them) in Juneau.

IN WITNESS WHEREOF, I have hereto set my hand and caused the seal of the City and Borough of Juneau, Alaska, to be affixed this 23rd of August, 2021.



Beth A. Weldon, Mayor

THE CITY AND BOROUGH OF JUNEAU, ALASKA
SPECIAL ASSEMBLY MEETING
DRAFT Meeting Minutes – August 16, 2021

I. CALL TO ORDER:

The Special Meeting #2021-20, of the City and Borough of Juneau Assembly, held virtually via Zoom webinar, was called to order by Mayor Beth Weldon at 12:31 p.m.

II. LAND ACKNOWLEDGEMENT

Mayor Weldon acknowledge that the City and Borough of Juneau is on Tlingit land, and wished to honor the indigenous people of this land. For more than ten thousand years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be in this place, a part of this community, and to honor the culture, traditions, and resilience of the Tlingit people. Gunalchéesh!

III. ROLL CALL

Assemblymembers Present: Mayor Beth Weldon, Loren Jones, Maria Gladziszewski, Wade Bryson, Carole Triem, Michelle Hale, Christine Woll, Greg Smith, and Alicia Hughes-Skandijs

Assemblymembers Absent: None

Also Present: City Manager Rorie Watt, Deputy City Manager Robert Barr, City Attorney Robert Palmer, Municipal Clerk Beth McEwen, Deputy City Clerk Diane Cathcart, Assistant City Attorneys Sherri Layne, Teresa Bowen, and Adam Gottschalk.

IV. APPROVAL OF AGENDA

The agenda was approved as presented.

V. CONSENT AGENDA TOPICS

A. Public Request for Consent Agenda Changes, Other Than Ordinances for Introduction
None.

B. Assembly Requests for Consent Agenda Changes
None.

C. Assembly Action (Introduction of Ordinance 2021-37)

1. Ordinance for Introduction

a. Ordinance 2021-37 An Ordinance Authorizing Property Taxes to be Paid in Two Installments for 2021.

Property taxes are currently required to be paid in full by September 30, 2021. A number of property owners are still recovering from the impacts of COVID-19 and could benefit from being able to pay their 2021 property taxes in two installments. Additionally, the Board of Equalization

has a significant number of commercial property appeals that may not be resolved before September 30, and those taxpayers could benefit from being able to pay their 2021 taxes in two installments. This ordinance would authorize 80% of the property taxes and special assessments to be paid on September 30, 2021, and the remaining 20% would be due on December 31, 2021. Taxpayers that have automatic mortgage payments or prearranged ACH direct debit can still pay the full tax amount on September 30, 2021.

The City Manager recommends the Assembly introduce Ordinance 2021-37, refer it to the Assembly Finance Committee meeting of August 18, and set it for public hearing at the August 23, 2021 Regular Assembly Meeting.

PUBLIC COMMENT:

None.

ASSEMBLY ACTION:

MOTION by Mr. Jones to adopt the Consent Agenda as presented and asked for unanimous consent. *Hearing no objection, the consent agenda was adopted by unanimous consent.*

Mayor Weldon noted that Ordinance 2021-37 will next be before the Assembly Finance Committee at its meeting on Wednesday, August 18.

VI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

None.

VII. ADJOURNMENT

There being no further business to come before the Assembly, the meeting was adjourned at 12:35 p.m.

Signed: _____

Elizabeth J. McEwen
Municipal Clerk

Signed: _____

Beth A. Weldon
Mayor

**SPECIAL ASSEMBLY MEETING
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

Meeting Minutes - August 17, 2021
-DRAFT-

I. CALL TO ORDER

MEETING NO. 2021-21: The Special Meeting of the City and Borough of Juneau Assembly held virtually via Zoom Webinar, was called to order at 7:20 p.m. by Mayor Beth Weldon.

II. ROLL CALL

Assemblymembers Present: Mayor Beth Weldon, Deputy Mayor Loren Jones, Maria Gladziszewski, Michelle Hale, Carole Triem, Wade Bryson, Greg Smith and Christine Woll

Assemblymembers Absent: Alicia Hughes-Skandijs

Staff Present: Deputy Municipal Clerk, Diane Cathcart

III. APPROVAL OF AGENDA

Agenda approved as presented

PUBLIC PARTICIPATION

None

IV. AGENDA TOPICS

A. Airport Board Appointments

Mr. Bryson reported the Assembly Human Resources Committee had met immediately prior to this Special Assembly meeting and forwarded the nominations of Al Clough and Danial Spencer to the Airport Board for terms beginning July 1, 2021 and ending June 30, 2024. *Hearing no objection, the motion passed by unanimous consent.*

V. ADJOURNMENT

There being no further business to come before the Assembly, the meeting was adjourned at 7:21 p.m.

Signed: _____ Diane Cathcart Deputy Municipal Clerk	Signed: _____ Beth A. Weldon Mayor
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Presented by: The Manager
Presented: 08/23/2021
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2021-35

An Ordinance Amending the Land Use Code to Create a Mixed Use 3 (MU3) Zoning District, a Neighborhood Commercial (NC) Zoning District.

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

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

Section 2. Amendment of Chapter. Chapter 49.25 Zoning Districts, is amended to read:

Chapter 49.25 – ZONING DISTRICTS

...

49.25.220 Mixed use districts.

...

(c) The MU3, mixed use 3 district, is intended to place a greater emphasis on the integration of small-scale commercial uses within high-density residential structures. Flexible setback regulations are deliberate to promote cohesive neighborhoods and encourage the development of pedestrian-oriented buildings.

49.25.230 Commercial districts.

...

(c) The NC, neighborhood commercial district, is intended to encourage the development of lively, mixed-use neighborhoods that are compact and walkable. Greater emphasis is placed upon medium density residential as the primary use with neighborhood-scale commercial activity that is less intensive than that permitted in the light commercial, general commercial and mixed use zoning districts. Neighborhood Commercial zoning districts are primarily used as a buffer between commercial and mixed use zoning districts and single-family and lower density multi-family residential zoning districts.

...

Section 3. Amendment of Table. CBJ 49.25.300 Table of Permissible Uses, is amended as shown in the attached Exhibit A.

Section 4. Amendment of Table. CBJ 49.25.400 Table of Dimensional Standards, is amended as shown the attached Exhibit B.

Section 5. Amendment of Section. CBJ 49.25.430 Yard setbacks, is amended to read:

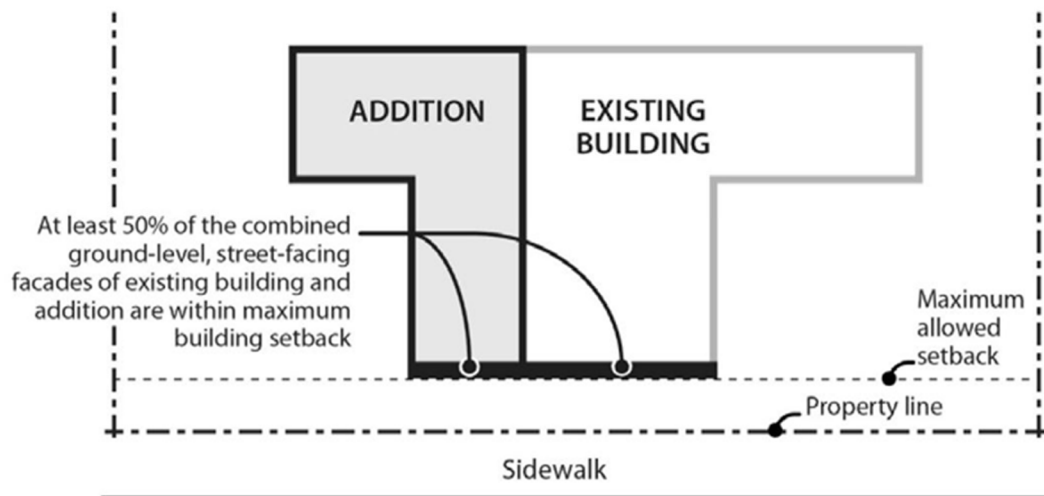
49.25.430 Yard setbacks.

...

(6) Maintaining building façade continuity. A new building in the NC or MU3 zoning districts shall have a front yard setback and street side yard setback equal to the average front yard setback of the three closest conforming buildings sharing a frontage and within a 150' radius.

(7) Maximum building setback for NC and MU3. At least 50 percent of the length of the ground level, street-facing façade of a new or altered building shall be within the maximum setback for the underlying zoning district. Where there is more than one building on a lot, the maximum standard applies to the combined ground level, street-facing facades of all the buildings.

Alteration to Existing Building in Conformance with Maximum Setback Standard



(8) NC and MU3 parcels abutting residential zoning districts. When a building 15 feet or taller in the NC or MU3 zoning district abuts a residential zoning district the following setbacks and landscaping requirements apply:

<u>Height of building wall</u>	<u>Lots abutting a residential zone side lot line</u>	<u>Lots abutting a residential zone rear lot line</u>
<u>15 ft. or less</u>	<u>5 foot setback and landscaping</u>	<u>Underlying zoning district setback, no landscaping</u>
<u>16 – 30 ft.</u>	<u>8 foot setback and landscaping</u>	
<u>31-55 ft.</u>	<u>10 foot setback and landscaping</u>	

Section 6. Amendment of Table. CBJ 49.25.500 Density, is amended to read:
49.25.500 Density.

The maximum number of dwelling units allowed per acre shall be as provided in the following table:

Zoning District	Maximum Dwelling Units/Acre
RR	Density determined by minimum lot size in section 49.25.400 and special density requirements in section 49.25.510.
D-1	Density determined by minimum lot size in section 49.25.400 and special density requirements in section 49.25.510.
D-3	Density determined by minimum lot size in section 49.25.400 and special density requirements in section 49.25.510.
D-5	Density determined by minimum lot size in section 49.25.400 and special density requirements in section 49.25.510.

D-10	10 units per acre
D-10 SF	Density determined by minimum lot size in section 49.25.400 and special density requirements in section 49.25.510.
D-15	15 units per acre
D-18	18 units per acre
MU	No maximum density
MU2	80 units per acre
<u>MU3</u>	<u>30 units per acre</u>
<u>NC</u>	<u>15 units per acre</u>
LC	30 units per acre
GC	50 units per acre
WC	18 units per acre

...

Section 7. Amendment of Chapter. Chapter 49.50 Parks, Open Space and Vegetative Cover, is amended to read:

Chapter 49.50 – PARKS, OPEN SPACE AND VEGETATIVE COVER

...

49.50.300 Minimum vegetative cover.

A minimum percent by area of each development site shall be maintained with live vegetative cover according to the following table. In the event of a conflict between district and area standards, the greater shall apply.

Zoning District	Percentage of Lot in Vegetation
D-1, D-3, and D-5, residential districts	20
D-10 SF residential districts	15
D-10, D-15, and D-18 multifamily residential districts	30
MU2, mixed use district	5
<u>MU3, mixed use district</u>	<u>10</u>
<u>NC, neighborhood commercial district</u>	<u>25</u>
LC, light commercial district	15
GC, general commercial district	10
WC, waterfront commercial district	10
WI, waterfront industrial district	5
I, industrial district	5
Convenience store, outside a commercial district	20

...

Section 8. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this _____ day of _____, 2021.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Ordinance 2021-35 – Exhibit A

CHAPTER 49.25 - ARTICLE III. TABLE OF PERMISSIBLE USES

...

Table 49.25.300
Table of Permissible Uses

			Zones																
	Use Description		RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	LC	GC	MU	MU2	MU3	NC	WC	WI	I
1.000																			
1.100	Single-family dwellings																		
	1.110	Single-family detached, one dwelling per lot	1	1	1	1	1	1	1	1	1	1	1	1			1	1 ^A	1 ^A
	1.120	Single-family detached, two dwellings per lot	1	1	1														
	1.130	Single-family detached, accessory apartment ^x	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3			1, 3		
	1.140	Single-family detached, two dwellings per lot, accessory apartments ^x	1, 3	1, 3	1, 3														
1.200	Duplex		1	1	1	1		1	1	1	1	1	1	1			1		
1.300	Multifamily dwellings							1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	<u>1,3</u>	<u>1, 3</u>	3		

			Zones																
	Use Description		RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	LC	GC	MU	MU2	<u>MU 3</u>	<u>NC</u>	W C	WI	I
1.500	Child and Day care homes																		
	1.510	Child; 12 or fewer children under the age of 12	1	1	1	1	1	1	1	1	1	1	1	1	<u>1</u>	<u>1</u>			
	1.520	Reserved																	
	1.530	Adult; 12 or fewer people, 12 years and older	1	1	1	1	1	1	1	1	1	1	1	1	<u>1</u>	<u>1</u>			
	1.540	Reserved																	
1.550	Child care residence, 6 to 9 children under 18 years of age			3	3	3	3	3	3	3	3	3	3	3	<u>3</u>	<u>3</u>			
1.600	Miscellaneous, rooms for rent situations																		
	1.610	Rooming, boarding houses, bed and breakfasts, single room occupancies with shared facilities, transitional housing, and temporary residences. Owner or manager must live on site.	3	3	3	3	3	1, 3	1, 3	1, 3	1, 3	1, 3	1	1	<u>1, 3</u>	<u>1, 3</u>	3 ^N		
	1.620	Hotels, motels	3								1, 3	1, 3	1, 3	1, 3	<u>1, 3</u>	<u>1, 3</u>	3 ^N	3 ^N	
	1.630	Single room occupancies with private facilities						1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	<u>1, 3</u>	<u>1, 3</u>	1, 3		
1.700	Home occupations		1	1	1	1	1	1	1	1	1	1	1	1	<u>1</u>	<u>1</u>	1	1	1

			Zones																
	Use Description		RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	LC	GC	MU	MU2	MU3	NC	W C	WI	I
1.800	Mobile homes																		
	1.810	Residential mobile homes on individual lots ^E	3	3	3														
	1.815	Caretakers mobile homes on individual lots ^E	3	3	3	3	3	3	3	3	3	3	3	3			3	3	3
	1.820	Mobile home parks ^E					3	3	3	3	3	3							
	1.830	Mobile home subdivision ^E				3	3	3	3	3	3	3							
	1.840	Recreational vehicle parks ^F	3 ^F	3 ^F	3 ^F														
1.900	Common wall development																		
	1.910	Two dwelling units				1	1	1	1	1									
	1.911	Accessory apartments ^X	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3		
	1.920	Three or more dwelling units					1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3			
	1.930	Two dwelling unit structures allowed under special density considerations, subsections 49.25.510(h)			3	3	3	3	3	3	3			3					
2.000			SALES AND RENTAL GOODS, MERCHANDISE OR EQUIPMENT ^G																
2.100	With less than 5,000 square feet and less than 20 percent of the gross floor area of outside merchandising of goods																		

			Zones																
	Use Description		RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	LC	GC	MU	MU2	<u>MU 3</u>	<u>NC</u>	W C	WI	I
	2.110	Reserved																	
	2.120	Miscellaneous									1	1	1	1	<u>1</u>	<u>1</u>	3 ^N	3 ^N	3
	2.130	Marine merchandise and equipment	3 ^T								1, 3	1, 3	1, 3	1, 3	<u>1</u>	<u>1</u>	1, 3	3 ^N	3
2.200	Storage and display of goods with greater or equal to 5,000 square feet and/or 20 percent of the gross floor area of outside merchandising of goods										1, 3	1, 3	1, 3	1, 3			3 ^N	3 ^N	3
2.300	Marijuana retail store		3								3	3	3	3	<u>3</u>		3	3	3
3.000			PROFESSIONAL OFFICE, CLERICAL, RESEARCH, REAL ESTATE, OTHER OFFICE SERVICES ^G																
3.050	Offices of not more than 1,000 square feet			3	3	3	3	3	3	3	1	1	1	1	<u>1</u>	<u>1</u>	1 ^N		
3.100	Offices greater than 1,000 but not more than 2,500 square feet							3	3	3	1	1	1	1	<u>1</u>	<u>1</u>	3 ^N		
3.200	Reserved																		
3.300	Research, laboratory uses		3 ^T								1, 3	1, 3	1, 3	1, 3	<u>1, 3</u>		1 ^N , 3 ^N	1 ^N , 3 ^N	1, 3
3.400	Offices greater than 2,500 square feet										1, 3	1, 3	1, 3	1, 3	<u>1, 3</u>	<u>1, 3</u>	1 ^N , 3 ^N		3 ^S
3.500	Marijuana testing facility		3								3	3	3	3					3
4.000			MANUFACTURING, PROCESSING, CREATING, REPAIRING, RENOVATING, PAINTING, CLEANING, ASSEMBLING OF GOODS ^G																

			Zones																
	Use Description		RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	LC	GC	MU	MU2	<u>MU 3</u>	<u>NC</u>	W C	WI	I
4.050	Light manufacturing		3 ^T						3	3	1, 3	1, 3	1, 3	1, 3	<u>1, 3</u>	<u>1, 3</u>	1 ^N , 3 ^N	1 ^N , 3 ^N	1, 3
4.070	Medium manufacturing		3 ^T									3	3	3			3 ^N	1 ^N , 3 ^N	1, 3
4.100	Heavy manufacturing		3 ^T	3 ^Q														3 ^N	3
4.150	Rock crusher		3 ^T	1 ^Q	1 ^Q													3 ^N	3
4.200	Storage of explosives and ammunition		3															3 ^N	3
4.210	Seafood processing		3 ^T														3	1, 3	1, 3
4.220	Marijuana product manufacturing facility		3 ^{AC}									3	3						3
5.000			EDUCATIONAL, CULTURAL, RELIGIOUS, PHILANTHROPIC, SOCIAL, FRATERNAL USES																
5.100	Schools																		
	5.110	Elementary and secondary schools including associated grounds and other facilities		3	3	3	3	3	3	3	3	3	3	3	<u>3</u>	<u>3</u>			
	5.120	Trade, vocational schools, commercial schools	3 ^T								3	3	3	3	<u>3</u>		3 ^N	3 ^N	3
	5.130	Colleges, universities	3 ^T	3	3	3	3	3	3	3	3	3	3	3	<u>3</u>	<u>3</u>	3 ^N	3 ^N	3
5.200	Churches, synagogues, temples		3 ^T	3	3	3	3	3	3	3	1, 3	1, 3	1, 3	1, 3	<u>3</u>	<u>3</u>	1 ^N , 3 ^N	3 ^N	1, 3

			Zones																
	Use Description		RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	LC	GC	MU	MU2	MU3	NC	WC	WI	I
5.300	Libraries, museums, art galleries		3 ^T	3	3	3	3	3	3	3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	3 ^N		
5.400	Social, fraternal clubs, lodges, union halls, yacht clubs		3 ^T								1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1 ^N , 3 ^N	3 ^N	1, 3
6.000			RECREATION, AMUSEMENT, ENTERTAINMENT																
6.100	Indoor activity conducted entirely within building or substantial structure																		
	6.110	Bowling alleys, billiard, pool halls									1, 3	1, 3	1, 3	1, 3	1, 3	1, 3			3
	6.120	Tennis, racquetball, squash courts, skating rinks, exercise facilities, swimming pools, archery ranges				3	3	3	3	3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3			3
	6.130	Theaters seating for 200 or fewer	3 ^T						3	3	1	1	1	1	1, 3	1, 3	3 ^N		3
	6.135	Theaters seating from 201 to 1,000									3	1	1	1	1, 3	1, 3	3 ^N		3
	6.140	Coliseums, stadiums, and other facilities in the 6.100 classification seating more than 1,000 people										3	3	3			3 ^N		
	6.150	Indoor shooting range	1, 3									3							3

		Zones																
	Use Description	RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	LC	GC	MU	MU2	<u>MU 3</u>	<u>NC</u>	W C	WI	I

6.200	Outdoor activity conducted outside enclosed buildings or structures																	
	6.210	Recreational facilities such as golf, country clubs, swimming, tennis courts not constructed pursuant to a permit authorizing the construction of a school	3	3	3	3	3	3	3	3	1, 3			<u>1, 3</u>	<u>1, 3</u>	3 ^N		3
	6.220	Miniature golf courses, skateboard parks, water slides, batting cages	3	3	3	3	3	3	3	3	1, 3	3	3	<u>1, 3</u>	<u>1, 3</u>	3 ^N		3
	6.240	Automobile, motorcycle racing tracks; off-highway vehicle parks	3								3							3
	6.250	<i>Reserved</i>																
	6.260	Open space	1	1	1	1	1	1	1	1	1	1	1	<u>1</u>	<u>1</u>	1	1	1
	6.262	Parks with improved facilities, not approved in conjunction with a major subdivision																
	6.264	Capacity for up to 20 people ^w	1 ^T	1	1	1	1	1	1	1	1	1	1	<u>1</u>	<u>1</u>	1	3 ^N	
	6.266	Capacity for more than 20 people ^w	3 ^T	3	3	3	3	3	3	3	3	3	3	<u>3</u>	<u>3</u>	3 ^N	3 ^N	
	6.270	Aerial conveyances and appurtenant facilities	3	3	3	3	3	3	3	3	3	3	3	<u>3</u>	<u>3</u>	3 ^N	3 ^N	3
	6.280	Shooting ranges	3															3

		Zones																
	Use Description	RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	LC	GC	MU	MU2	<u>MU 3</u>	<u>NC</u>	W C	WI	I

7.000		INSTITUTIONAL DAY OR RESIDENTIAL CARE, HEALTH CARE FACILITIES, CORRECTIONAL FACILITIES																
7.100	Hospital									3	3	3	3					
7.150	Health care clinics, other medical treatment facilities providing out-patient care							3	3	1, 3	1, 3	1, 3	1, 3	<u>1, 3</u>	<u>1, 3</u>			
7.200	Assisted living		3	3	3	3	3	3	3	3	1, 3	1, 3	1, 3	<u>1, 3</u>	<u>1, 3</u>			
7.300	Day care centers						3	3	3	1, 3	1, 3	1, 3	1, 3	<u>1, 3</u>	<u>1, 3</u>			
7.310	Child care centers	3	3	3	3	3	3	3	3	1, 3	1, 3	1, 3	1, 3	<u>1, 3</u>	<u>1, 3</u>			
7.500	Correctional facilities	3	3	3	3	3	3	3	3	3	3	3	3					
7.600	Sobering centers									3	3	3	3					
8.000		RESTAURANTS, BARS, NIGHTCLUBS																
8.050	Small restaurants, less than 1,000 ft ² without drive through service	3 ^T					3	3	3	1	1	1	1	<u>1</u>	<u>1</u>	1 ^N		3
8.100	Restaurants, bars without drive through service	3 ^T								1, 3	1	1, 3	1, 3	<u>1, 3</u>	<u>1, 3</u>	1 ^N , 3 ^N	3 ^N	3
8.200	Restaurants, coffee stands with drive through service									1, 3	1		3			1 ^N , 3 ^N	3 ^N	3
8.300	Seasonal open air food service without drive through	3								1, 3	1	1, 3	1, 3	<u>1, 3</u>	<u>1, 3</u>	1 ^N , 3 ^N	3 ^N	

		Zones																
	Use Description	RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	LC	GC	MU	MU2	<u>MU 3</u>	<u>NC</u>	W C	WI	I

9.000			BOAT OR MOTOR VEHICLE, SALES AND SERVICE OPERATIONS															
9.050	Motor vehicle, mobile home sale or rental									1, 3	1, 3	3	3					1, 3
9.100	Motor vehicle repair and maintenance, including body work										3							1
9.200	Automotive fuel station	3 ^T								3	1							1
9.300	Car wash									3	1							1
9.400	Boat sales or rental	3 ^T								3	1					1	1	1
9.450	Boat repairs and maintenance	3 ^T									3					1	1	1
9.500	Marine fuel, water sanitation	3 ^T														1, 3	1, 3	1, 3
9.600	Marine commercial facilities including fisheries support, commercial freight, passenger traffic	3														3	3	
10.000			STORAGE, PARKING, MOORAGE															
10.100	Automobile parking garages or parking lots not related to a principal use on the lot									3	1	1, 3	1, 3	<u>1, 3</u>	<u>1, 3</u>			1
10.200	Storage and handling of goods not related to sale or use of those goods on the same lot on which they are stored																	
	10.210 All storage within completely enclosed structures	1, 3	3							3	1	1 ^U , 3 ^U	1 ^U , 3 ^U			1 ^N , 3 ^N	1 ^N	1

			Zones																
	Use Description		RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	LC	GC	MU	MU2	MU3	NC	WC	WI	I
	10.220	General storage inside or outside enclosed structures	1, 3	3								1, 3					1 ^N , 3 ^N	1 ^N	1
	10.230	Snow storage basin																	
	10.232	Neighborhood, less than ½ acre	3	3	3 ^Z	3 ^Z	3 ^Z	3 ^Z	3 ^Z	3 ^Z	3 ^Z	1			3 ^Z	3 ^Z	3 ^Z	1	1
	10.235	Regional, ½ to 1 acre	3	3	3 ^Z						3 ^Z	3					3 ^Z	1	1
	10.237	Area wide, over 1 acre	3	3 ^Z	3 ^Z							3 ^Z						3	3
10.300	Parking of vehicles or storage of equipment outside enclosed structures where they are owned and used by the user of the lot and parking and storage is more than a minor and incidental use of the lot		1, 3	3								1, 3					1 ^N , 3 ^N	1 ^N , 3 ^N	1
10.400	Temporary contractor's storage connected with construction project off-site for a specified period of time		1, 3	3	3	3	3	3	3	3	3	1, 3	3	3	3	3	3	1 ^N	1
10.500	Moorage																		
	10.510	Public, commercial	3	3	3						3	3	3	3	1, 3	1, 3	1, 3	1, 3	1, 3
	10.520	Private	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3
10.600	Floating structures supporting seasonal, commercial recreation		3	3	3										3	3	3	3	

		Zones																
	Use Description	RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	LC	GC	MU	MU2	<u>MU</u> <u>3</u>	<u>NC</u>	W C	WI	I

11.000			MATERIALS SALVAGE YARDS, WASTE MANAGEMENT															
11.100	Recycling operations																	
	11.110	Enclosed collection structures ⁰ of less than 80 square feet total and less than six feet in height	1 ^P	1 ^P	1 ^P	1 ^P	1 ^P	1 ^P	1 ^P	1	1	1 ^P	1 ^P	<u>1^P</u>	<u>1^P</u>	1	1	1
	11.120	Enclosed structures for recyclable materials collection	1 ^P , 3	1 ^P , 3	1 ^P , 3	1 ^P , 3	1 ^P , 3	1 ^P , 3	1 ^P , 3	1 ^P , 3 ^P	1 ^P , 3 ^P	3	3	<u>3^P</u>	<u>3^P</u>	1	1	1 ^P
	11.130	Sorting, storage, preparation for shipment occurring outside an enclosed structure															1 ^N	1
11.200	Reclamation landfill not associated with a specific use		1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3			3 ^N	3 ^N	1, 3
11.300	Sanitary landfill		3															3
12.000			SERVICES AND ENTERPRISES RELATED TO ANIMALS															
12.100	Veterinary clinic		3	3	3					3	1, 3	3	3	<u>3</u>	<u>3</u>	1 ^N , 3 ^N	1 ^N , 3 ^N	1
12.200	Kennel		3	3						3	3							1, 3
12.250	Day animal services, grooming, walking, day care		3	3	3	3	3			3	3	3	3	<u>1, 3</u>	<u>1, 3</u>			1, 3

			Zones																
	Use Description		RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	LC	GC	MU	MU2	<u>MU 3</u>	<u>NC</u>	W C	WI	I
12.300	Zoos, aquaria, or wild animal rehabilitation facilities with a visitor component		3	3							3	3		3			3 ^N		3
12.310	Wild animal rehabilitation facilities without a visitor component		3	3	3	3					3	3					3 ^N		3
12.400	Horseback riding stables, dog team yards		3	3							3	3							3
13.000			EMERGENCY SERVICES																
13.100	Fire, police, ambulance		3	3	3	3	3	3	3	3	3	3	3	3	<u>3</u>	<u>3</u>	3 ^N	3 ^N	1, 3
14.000			AQUACULTURE, AGRICULTURE, SILVICULTURE, MINING, QUARRYING OPERATIONS, SPRING WATER BOTTLING																
14.100	Aquaculture		3	3	3						3	3	3	3	<u>1, 3</u>	<u>1, 3</u>	1	1	3
14.150	Weirs, channels, and other fisheries enhancement		1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3			1	1	1
14.200	Commercial agricultural operations																		
	14.210	Excluding farm animals	1, 3	1, 3	3	3	3	3	3	3	3	3			<u>3</u>	<u>3</u>			1, 3
	14.220	Including farm animals ^M	1, 3	3															1, 3
	14.230	Stabling of farm animals ^M	3	3	3	3					3	3							1, 3
	14.240	Marijuana cultivation (500 square feet or more under cultivation)	3								3	3							3

		Zones																
	Use Description	RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	LC	GC	MU	MU2	<u>MU3</u>	<u>NC</u>	WC	WI	I

	14.245	Marijuana cultivation (fewer than 500 square feet under cultivation)	3	3 ^{AB}							3	3							3
14.250	Personal use agriculture																		
	14.253	Hens, 6 maximum	1	1	1	1	1	1	3	3	1	1	3	3	<u>1</u>	<u>1</u>	1	1	1
14.300	Silviculture and timber harvesting ^l		3	3															3
14.400	Mining operations		2, 3 ^K	3	3												3 ^N	3 ^N	2
14.500	Sand and gravel operations ^l		3	3	3						3	3					3 ^N	3 ^N	3
14.800	Spring water bottling		3	3			3	3	3	3	3	3				<u>3</u>			1, 3
15.000			MISCELLANEOUS PUBLIC AND SEMIPUBLIC FACILITIES																
15.100	Post office		3	3	3	3	3	3	3	1, 3	1, 3	1, 3	1, 3	1, 3	<u>1, 3</u>	<u>1, 3</u>	3 ^N	3 ^N	1, 3
15.200	Airport		3																1, 3
15.400	Military reserve, National Guard centers		3	3	3						3	3					3 ^N	3 ^N	3
15.500	Heliports, helipads		3									3					3 ^N	3 ^N	3
15.600	Transit facilities																		
	15.610	Transit center			3	3	3	3	3	3	1, 3	1, 3	1, 3	1, 3	<u>1, 3</u>	<u>1, 3</u>	3		1, 3

			Zones																
	Use Description		RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	LC	GC	MU	MU2	<u>MU3</u>	<u>NC</u>	W C	WI	I
	15.620	Transit station		1	1	1	1	1	1	1	1	1	1	1	<u>1</u>	<u>1</u>	1	1	1
	15.630	Park and ride not associated with transit station	3	3	3	3	3	3	3	3	1	1	3	3		<u>3</u>			1
15.700		Public works facility	3	3	3	3					3	3							1, 3
16.000			DRY CLEANER, LAUNDROMAT																
16.100		Drop off and pickup only, no onsite laundry or dry cleaning process								1, 3	1, 3	1, 3	1, 3	1, 3	<u>1, 3</u>	<u>1, 3</u>	1 ^N , 3 ^N	1 ^N , 3 ^N	1, 3
16.200		Full service onsite laundry and/or dry cleaning									3	1, 3	3	3	<u>1, 3</u>	<u>1, 3</u>	3 ^N	1 ^N , 3 ^N	1, 3
17.000			UTILITY FACILITIES																
17.100		Minor	1	1	1	1	1	1	1	1	1	1	1	1	<u>1</u>	<u>1</u>	1	1	1
17.150		Intermediate	3	3	3	3	3	3	3	3	3	1, 3	3	3	<u>3</u>	<u>3</u>	1, 3	1	1
17.200		Major	3	3	3	3	3	3	3	3	3	3			<u>3</u>	<u>3</u>	3	3	3
17.300		Driveways and private roads																	
18.000			TOWERS AND RELATED STRUCTURES																
18.100 ^{AA}		Towers and antennas 35 feet or less	1	1	1	1	1	1	1	1	1	1	1	1	<u>1</u>	<u>1</u>	1	1	1
18.200 ^{AA}		Towers and antennas 35 to 50 feet	1	3	3	3	3	3	3	3	1	1	1	1	<u>3</u>	<u>3</u>	1	1	1

			Zones																
	Use Description		RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	LC	GC	MU	MU2	<u>MU</u> <u>3</u>	<u>NC</u>	W C	WI	I
18.300 ^{AA}	Towers and antennas more than 50 feet in height		3	3	3	3	3	3	3	3	3	3	3	3			3	3	1
18.400	Amateur (ham) radio towers and antennas more than 35 feet in height ^R		1	1	1	1	1	1	1	1	1	1	1	1	<u>1</u>	<u>1</u>	1	1	1
18.500	Wireless Communication Facilities					See CBJ 49.65, Wireless Communication Facilities													
19.000			OPEN AIR MARKETS, NURSERIES, GREENHOUSES																
19.100	Open air markets (farm, craft, flea, and produce)		1, 3	1, 3							1, 3	1	1, 3	1, 3	<u>1, 3</u>	<u>1, 3</u>	1 ^N , 3 ^N	1 ^N , 3 ^N	1, 3
19.200	Nurseries, commercial greenhouses																		
	19.210	Retail sales	3	3	3	3	3	3	3	3	1, 3	1	1 ^V	1 ^V	<u>1, 3</u>	<u>1, 3</u>			1
	19.220	Nonretail sales	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1	1 ^V	1 ^V					1
	19.230	Marijuana cultivation (500 square feet or more under cultivation)	3								3	3							3
	19.240	Marijuana cultivation (fewer than 500 square feet under cultivation)	3	3 ^{AB}							3	3							3
20.000			CEMETERY, CREMATORIUM, MORTUARY																
20.100	Cemetery		1, 3	3	3	3	3	3	3	3	3	3							

			Zones																
	Use Description		RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	LC	GC	MU	MU2	<u>MU</u> <u>3</u>	<u>NC</u>	W C	WI	I
20.200	Crematorium		3																1, 3
20.300	Funeral home		3	3	3	3	3	3			1, 3	1	3	3	<u>1, 3</u>	<u>1, 3</u>			
21.000			VISITOR-ORIENTED, RECREATIONAL FACILITIES																
21.100	Resort, lodge		3	3															
21.200	Campgrounds		1, 3	3															
21.300	Visitor, cultural facilities related to features of the site		3	3							3	3	3	3	<u>3</u>	<u>3</u>	3 ^N		
22.000			TEMPORARY STRUCTURES ASSOCIATED WITH ONSITE CONSTRUCTION																
22.100	Temporary structures used in connection with construction		1	1	1	1	1	1	1	1	1	1	1	1	<u>1</u>	<u>1</u>	1	1	1

Key:

- 1. Department approval requires the department of community development approval only.
- 1, 3. Department approval required if minor development, conditional use permit required if major development.
- 2. Allowable use permit requires planning commission approval.
- 3. Conditional use permit requires planning commission approval.
- 2, 3. Allowable use permit required if minor development, conditional use permit required if major development.

Notes:

- A. A single-family residence is allowed as an owner or caretaker residence that is accessory to an existing permitted use in the industrial zone.
- B. *Reserved.*
- C. *Reserved.*
- D. *Reserved.*
- E. See special use regulations for mobile homes, chapter 49.65, article III.
- F. See special use regulations for recreational vehicles, chapter 49.65, article IV. This use allowed by service area designation not zoning district.
- G. All uses subject to additional performance standards, chapter 49.65, article VIII.
- H. *Reserved.*
- I. *Reserved.*
- J. Applies to over 2 acres of harvest area.
- K. See special use regulations, chapter 49.65, article I. Mining operations are a conditional use in the urban mining district and an allowable use in the rural mining district.

- L. See special use regulations, chapter 49.65.200, article II.
- M. Only applicable to the commercial or private stabling of more than three farm animals, or where the running or stabling area is closer than 100 feet to the nearest residence other than the owner for any number of farm animals.
- N. Use must be water-dependent, water-related, or water-oriented.
- O. Standards for collection structures: containers must be well maintained and allow no spillage of contents; a specific person or group must be responsible for maintenance of the structure and that person or group shall have a contact telephone number posted on the collection structure; collection structure must be situated so as to not affect traffic or parking; directional signs shall be limited to six square feet and identification signs shall be limited to 24 square feet; such signs will not be included in total sign area allowed for a complex; and the structure shall not exceed a height of six feet. Identification is to be in the following format: greater prominence, the City and Borough recycling logo and the recyclable material identification; lesser prominence, the sponsor name and the contact phone number.
- P. Preexisting allowable or conditional use permit: If recycling activity is determined by the director to be an accessory use to a use previously permitted under either an allowable or a conditional use permit, the activity may be approved by the department. Other conditions may be required before recycling activity is permitted.
- Q. Must be in conjunction with an approved state or municipal public road construction project, and must be discontinued at the completion of the project. Road construction by private parties for subdivision development is excluded except as provided in this title. Rock crushed on-site must be used on-site. Crushing shall be limited to 8:00 a.m.—5:00 p.m. unless the director authorizes otherwise.
- R. Towers shall: be for amateur use only; meet the setback requirements of the zoning district; be unlit except as required by the Federal Aviation Administration. Towers shall be installed in conformance with a valid building permit, application for which shall include a copy of the applicant's amateur station license.
- S. Limited to lots directly fronting on Glacier Highway West of Industrial Boulevard.
- T. Must be associated with a unique site specific feature in order to function. Example: Glacier research station - Juneau Icefield location.
- U. No storage permitted on the first floor of a building.
- V. Primarily intended for rooftop locations in urban areas.
- W. The capacity of a park shall be determined by the Director of the Community Development Department or designee in consultation with the Director of the Parks and Recreation Department.

- X. Special requirements apply to accessory apartment applications. See CBJ § 49.25.510(k).
- Z. Snow storage may be permitted for a maximum of five years. After five years a new application must be filed.
- AA. Does not apply to wireless communication facilities.
- AB. Use is prohibited in the urban service area but allowed outside the urban service area. An owner or manager must live on site.
- AC. Use is prohibited within 1,000 feet of recognized neighborhood association established in accordance with CBJ chapter 11.35.

Zoning Regulations	RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	MU	MU2	MU3	NC	LC	GC	WC	WI	I
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	Common wall dwelling				60'	40'	40'	30'	20'		20'							
	Minimum lot depth	150'	150'	100'	85'	85' ¹⁰	85'	80'	80'	80'	80'	None	None	80'	60'	60'	60'	60'
	Maximum lot coverage																	
	Permissible uses	10%	10%	35%	50%	50%	50%	50%	50%	None	80%	75%	None	None	None	None	None	None
	Conditional uses	20%	20%	35%	50%	50%	50%	50%	50%	None	80%			None	None	None	None	None
	Maximum height permissible uses	45'	35'	35'	35'	35'	35'	35'	35'	None	45' ⁴	35'	35'	45'	55'	35' ⁴	45' ⁴	None
	Accessory	45'	25'	25'	25'	25'	25'	25'	25'	None	35'	25'	25'	35'	45'	35' ⁴	45' ⁴	None
	Bungalow ⁹		25'	25'	25'	25'	25'	25'	25'									
	Minimum front yard setback ³	25'	25'	25'	20'	20' ¹⁰	20'	20'	20'	0'	5' ^{5,8}	0'	0'	25'	10'	10'	10'	10'
	Maximum front yard setback											20'	15'					
	Minimum street side yard setback	17'	17'	17'	13'	10'	13'	13'	13'	0'	5'	0'	0'	17'	10'	10'	10'	10'

Zoning Regulations	RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	MU	MU2	MU3	NC	LC	GC	WC	WI	I
--------------------	----	-----	-----	-----	---------	------	------	------	----	-----	-----	----	----	----	----	----	---

Maximum street side yard setback											15'	10'					
Minimum rear yard setback ³	25' ²	25'	25'	20'	10'	20'	15'	10'	0'	5'	5'	0' ¹¹	10'	10'	10'	10'	10'
Minimum side yard setback ³	15' ²	15'	10'	5'	3'	5'	5'	5'	0'	5'	0'	0' ¹¹	10'	10'	10'	10'	0'
Common wall dwelling				10' ⁶	3'	5' ⁷	5' ⁷	5' ⁷		5' ⁷							

Notes:

- Minimum lot size is existing lot or area shown on chart in square feet.
- Sixty feet between nonresidential and designated or actual residential site; 80 feet between industrial, extractive and other uses.
- Where one district abuts another the greater of the two setbacks is required for both uses on the common property line.
- (Height Bonus) Reserved.
- (Pedestrian Amenities Bonus) Reserved.
- Zero-foot setback for the portion of the dwelling with a common wall, five-foot setback or five-foot wide easement for the portion of the dwelling at the common lot line without a common wall, and ten-foot setback for the remaining side yards of the lot.
- Zero-foot setback for the portion of the dwelling with a common wall, five-foot setback or five-foot wide easement for the portion of the dwelling at the common lot line without a common wall, and five-foot setback for the remaining side yards of the lot.
- On corner lots, buildings shall be set back 15 feet from a street intersection. The area in which buildings shall be prohibited shall be determined by extending the edge of the traveled ways to a point of intersection, then measuring back 15 feet, then connecting the points.
- Special restrictions apply to construction on bungalow lots. See special use provisions 49.65.600.
- For lots adjacent to an alley, the following reductions to the dimensional standards apply:
 - Minimal lot area includes 50% of adjacent alley (see graphic).
 - Minimal lot depth includes 50% of the width of adjacent alley.
 - Minimum front yard setback of ten feet.
- Additional setbacks apply when lot abuts a multi-family or single-family residential zoning district.

Presented by: Jones
Presented: 8/23/2021
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2021-39

An Ordinance Removing or Extending the Sunset Date Relating to Licenses to Use Certain Rights-of-Way for the Selling of Food and Beverages.

WHEREAS, in the spring of 2017, Ordinance 2017-02 was enacted, which created licensing standards for use of certain rights-of-ways for selling food and beverages; and

WHEREAS, section 5 of Ordinance 2017-02 imposed an automatic repeal clause (sunset date) of December 31, 2018; and

WHEREAS, Ordinance 2018-46 extended the sunset date three years to December 31, 2021.

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

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

Section 2. Amendment of Section. The sunset date provision originally enacted with Ordinance 2017-02 and codified with CBJC 20.25.080 and with CBJC 53.09.350 is repealed.

Section 3. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this _____ day of _____, 2021.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: 02/13/2017
Drafted by: A. G. Mead

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2017-02

An Ordinance Amending the City and Borough of Juneau Code Relating to Licenses to Use Certain Rights of Way for the Selling of Food and Beverages and Related Uses.

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

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

Section 2. Amendment of Section. CBJ 20.25.080 Public possession and consumption of intoxicating liquor, is amended to read:

20.25.080 Public possession and consumption of intoxicating liquor.

(a) Except in the area and for the period authorized by the manager in conjunction with a valid license issued under CBJ 53.09.350 or special event street closures, no person may consume intoxicating liquor on any public street, alley, sidewalk, easement, trail or other way dedicated or held for public vehicular or pedestrian use, including parking lots owned and operated by the municipality.

(b) Except in the area and for the period authorized by the manager in conjunction with a valid license issued under CBJ 53.09.350 or special event street closures, no person may have in his or her physical possession on any public area described in subsection (a) of this section, intoxicating liquor in a glass, mug, open can, open bottle or other open container. A can, bottle or other container is open if it would not contain its contents when turned on its side or upside down.

...

Section 3. Amendment of Article. The title of Article V of Chapter 53.09 Easements, Use Permits, Resource Removal Permits, and Camping, is amended to read:

Article V Easements, Licenses, Use Permits, Resource Removal Permits, and Camping.

Section 4. Amendment of Article. Article V of Chapter 53.09 is amended by adding a new section to read:

53.09.350 License to use pedestrian ways for the sale of food and beverages and related uses.

(a) An annual license authorizing the non-exclusive use of up to five hundred square feet of City and Borough owned pedestrian way for the purpose of engaging in the business of the selling of food and beverages, or for purposes related to the selling of food and beverages such as the provision of tables and chairs, may be granted by the manager in accordance with this section. Vending from food trucks and vending carts are not authorized by this section but are governed by CBJ 62.10.050 and CBJ 62.10.070, respectively.

(b) Applications for a pedestrian way license are exempt from the requirements of CBJ 53.20. Applications shall be filed with the manager on a form designated by the manager and accompanied by a non-refundable application fee of \$250.00. The application must include a description of the requested location and proposed use, a site plan delineating the proposed placement and number of any tables and chairs or other moveable fixtures to be used within the license area, the hours of operation, and such other information as the manager may request. Prior to issuance, the applicant shall submit to the manager a certification by the finance department that the applicant has met the requirements of the sales tax code. An application will not be approved unless the applicant has a current state business license, has all necessary permits in order to operate in the manner proposed, and the operation meets applicable state and local health and sanitation requirements.

(c) Licenses are valid for the calendar year and shall expire on December 31st of each year. License applications will be accepted between September 1 and December 1 each year for the following calendar year, except that license applications for calendar year 2017 shall be accepted between the effective date of this ordinance and May 1. Licenses shall be issued on a first-come, first-served basis except that priority shall be given to those applicants who operated for at least three months during the previous year under a license issued for the same location as the one applied for.

(d) Prior to October 1 of each year, the manager shall evaluate possible license locations and shall designate those available during the following calendar year. Upon the request of an applicant, the manager may consider additional locations after October 1.

(e) The license fee, payable in advance, shall be the fair market value of the property as determined by the manager.

(f) Each licensee must obtain at least \$1,000,000.00 of public liability insurance naming the City and Borough as an additional insured. Prior to beginning operation, a licensee must provide the City and Borough with a broker's certificate of insurance and copy of the amendatory policy endorsement, which must include a provision for notification to the City and Borough if the policy is modified, canceled, or terminated.

(g) Permanent improvements may not be installed in the licensed area. Movable fixtures, such as tables and chairs, must be placed in the licensed area in such a manner as to leave not less than five feet of unobstructed sidewalk space between the fixture and the face of the curb or edge of the sidewalk if there is no curb. Movable fixtures may not be placed in any manner that blocks the view by pedestrians of advertising on a building or of goods displayed in the window of a business unless the licensee has obtained the permission of the affected business. Licensees shall use the licensed area in such a manner as to create the least amount of interference with pedestrian traffic.

(h) Licenses must be placed in the window of the licensee's primary place of business in such a way as to be viewable from the pedestrian way.

(i) The manager may adopt standards for the use and appearance of any allowable movable fixtures and the issuance and renewal of licenses, and may impose the time, place, method of operation, and such other restrictions on the license as may be necessary to ensure the safe and convenient use of pedestrian ways.

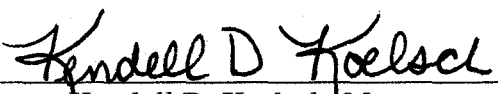
(j) Licenses may not be assigned or transferred without manager approval.

(k) Licenses may be revoked by the manager for violation of this section, upon a determination that the operation of the permittee is causing a hazard or a significant disruption of pedestrian or vehicular traffic, that the area affected by the permit is required for a public purpose, or for other good cause as determined by the manager. The licensee shall be given an opportunity to be heard by the manager before any revocation. The decision of the manager may be appealed to the assembly in accordance with CBJ 01.50.

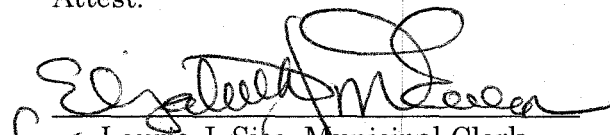
Section 5. Sunset Date. This ordinance shall be automatically repealed on December 31, 2018.

Section 6. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this 6th day of March, 2017.


Kendell D. Koelsch, Mayor

Attest:


for Laurie J. Sica, Municipal Clerk

Presented by: The Manager
Introduced: August 23, 2021
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2021-08(b)(am)(D)

An Ordinance Appropriating \$700,000 to the Manager as Funding for the City and Borough of Juneau Ballot Processing Center Capital Improvement Project; Funding Provided by General Funds.

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

Section 1. Classification. This ordinance is a noncode ordinance.

Section 2. Appropriation. There is appropriated to the Manager the sum of \$700,000 as funding for the City and Borough of Juneau Ballot Processing Center Capital Improvement Project (D12-099).

Section 3. Source of Funds

General Funds	\$700,000
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Section 4. Effective Date. This ordinance shall become effective upon adoption.

Adopted this _____ day of _____, 2021.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: 08/23/21
Drafted by: Bond Counsel

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Resolution No. 2963

A Resolution appointing the City Manager or the Finance Director of the City and Borough for the purpose of designating certain expenditures for reimbursement from bonds to be issued in the future.

WHEREAS, the City and Borough of Juneau, Alaska (the “City and Borough”) issues tax-exempt obligations from time to time, (including *e.g.*, bonds and leases) for the purpose of financing its governmental activities; and

WHEREAS, the United States Department of the Treasury has promulgated Regulations limiting the ability of the City and Borough to use the proceeds of tax-exempt obligations for reimbursement of prior expenditures; and

WHEREAS, the Regulations permit the City and Borough to appoint one or more officials for the purpose of identifying and qualifying capital projects for reimbursement purposes;

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA, as follows:

Section 1. Appointment of City Manager or Finance Director. Pursuant to U.S. Treasury Regulation Section 1.150-2(e)(1), the Assembly of the City and Borough hereby designates and appoints the City Manager or the Finance Director of the City and Borough as the responsible officials for the purpose of issuing statements of official intent in compliance with Treasury Regulation Section 1.150-2.

Section 2. Statements of Official Intent. Upon a determination by the City Manager or the Finance Director that the costs of a particular capital project are expected to be reimbursed from

the proceeds of a tax-exempt obligation(s) of the City and Borough, the City Manager or the Finance Director is authorized and directed to execute a certificate of official intent, substantially in the form attached hereto as Exhibit A. Each certificate so executed shall become a part of the official records of the City and Borough available for public inspection and review.

No capital projects will be undertaken unless such projects have been previously approved in the customary manner by the Assembly of the City and Borough, and the execution of any intent certificate shall not obligate the City and Borough to issue any debt all of which shall require separate and additional official approval by the Assembly of the City and Borough.

ADOPTED this 23rd day of August, 2021.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

CERTIFICATE

I, the undersigned, Clerk of the City and Borough of Juneau (herein called the “City and Borough”), DO HEREBY CERTIFY:

1. That the attached Resolution No. 2963 (herein called the “Resolution”) is a true and correct copy of a resolution of the City and Borough as finally adopted at a meeting of the Assembly of the City and Borough held on August 23, 2021, and duly recorded in my office.

2. That said meeting was duly convened and held in all respects in accordance with law, and to the extent required by law, due and proper notice of such meeting was given; that a legal quorum was present throughout the meeting and a legally sufficient number of members of the Assembly voted in the proper manner for the passage of the Resolution; that all other requirements and proceedings incident to the proper passage of the Resolution have been duly fulfilled, carried out and otherwise observed, and that I am authorized to execute this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand this 23rd day of August, 2021.

Elizabeth J. McEwen, Municipal Clerk
City and Borough of Juneau

EXHIBIT A

FORM OF OFFICIAL INTENT CERTIFICATE

Pursuant to Resolution No. 2963 of the Assembly of the City and Borough of Juneau, Alaska (the “City and Borough”), the undersigned, [City Manager] [Finance Director] of the City and Borough hereby states as follows:

Section 1. The City and Borough reasonably expects to reimburse the expenditures described herein with the proceeds of debt to be incurred by the City and Borough (the “Reimbursement Bonds”).

Section 2. The maximum principal amount of Reimbursement Bonds expected to be issued is \$ _____.

[Select one version of Section 3]

Section 3. The expenditures with respect to which the City and Borough reasonably expects to be reimbursed from the proceeds of Reimbursement Bonds are for _____ [insert general functional description of the property, project or program, for example, construction of a building to be situated at _____].

OR

Section 3. The expenditures with respect to which the City and Borough reasonably expects to be reimbursed from the proceeds of Reimbursement Bonds will be made from _____ [insert name of fund or account from which the expenditure will be made and description of the functional purpose of the fund, for example, capital improvement program].

Dated this ____ day of _____, 202__.

[City Manager] [Finance Director]

MEMORANDUM

CITY/BOROUGH OF JUNEAU
155 SOUTH SEWARD STREET, JUNEAU ALASKA 99801

DATE: August 4, 2021

TO: Duncan Rorie Watt
City Manager

FROM: Renee Loree *Renee Loree*
Purchasing Officer

SUBJECT: **Recommendation to Award Bid No. 22-039 Purchase and Delivery of Activated Carbon Media**

The following Bids were received and opened on the subject project on July 29, 2021.

<u>Bidder</u>	<u>Total Bid</u>
Carbon Activated Corp	\$147,500.00
Continental Carbon Group	\$171,000.00
Calgon Carbon Corporation	\$201,500.00
US Ecology, Alaska, LLC	\$246,500.00
ECS Environmental Solutions	\$314,725.00
Newco, Inc.	\$317,500.00

Buyer: Shelly Klawonn, Buyer
Funding Source: 519760501 5490
Commitment: \$210,000.00

The Protest Period ended August 3, 2021.

With the concurrence of Brian McGuire, Operations Superintendent, Public Works Department, Waste Water Division, the Purchasing Division recommends the award go to Carbon Activated Corp., based on them submitting the lowest responsive and responsible **TOTAL BID** in the amount of **\$147,500.00**.

Approved:

Duncan Rorie Watt, City Manager

Date of Assembly Approval:





THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

**Department of Commerce, Community,
and Economic Development**

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

June 30, 2021

City & Borough of Juneau

Attn: City Clerk

Via Email: mcb_notice@juneau.org

License Number:	13279
License Type:	Retail Marijuana Store
Licensee:	The Mason Jar LLC
Doing Business As:	THE MASON JAR LLC
Physical Address:	2771 Sherwood Lane Unit E Juneau, AK 99801
Designated Licensee:	Dennis Lavigne
Phone Number:	907-723-6508
Email Address:	denny@akmasonjar.com

☒ **License Renewal Application**

☐ **Endorsement Renewal Application**

AMCO has received a complete renewal application and/or endorsement renewal application for a marijuana establishment within your jurisdiction. This notice is required under 3 AAC 306.035(c)(2). Application documents will be sent to you separately via ZendTo.

To protest the approval of this application pursuant to 3 AAC 306.060, you must furnish the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of the date of this notice, and provide AMCO proof of service of the protest upon the applicant.

3 AAC 306.060 states that the board will uphold a local government protest and deny an application for a marijuana establishment license unless the board finds that a protest by a local government is arbitrary, capricious, and unreasonable. If the protest is a "conditional protest" as defined in 3 AAC 306.060(d)(2) and the application otherwise meets all the criteria set forth by the regulations, the Marijuana Control Board may approve the license renewal, but require the applicant to show to the board's satisfaction that the requirements of the local government have been met before the director issues the license.

At the May 15, 2017, Marijuana Control Board meeting, the board delegated to me the authority to approve renewal applications with no protests, objections, or notices of violation. However, if a timely protest or objection is filed for this application, or if any notices of violation have been issued for this license, the board will consider the application. In those situations, a temporary license will be issued pending board consideration.

If you have any questions, please email amco.localgovernmentonly@alaska.gov.

Sincerely,

A handwritten signature in dark ink, appearing to read "Glen Klinkhart". The signature is fluid and cursive, with the first name "Glen" written in a larger, more prominent script than the last name "Klinkhart".

Glen Klinkhart, Director
907-269-0350

Presented by: The Manager
Presented: 08/02/2021
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2021-28

An Ordinance Amending Title 49, the Land Use Code, Related to Minimum Lot Depth.

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

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

Section 2. Amendment of Section. CBJC 49.15.422 Public use lots, is amended to read:

49.15.422 Public use lots.

The director for minor subdivisions, or the commission for major subdivisions, may waive the dimensional standards of the public use lot for minimum lot size and, lot width, ~~and lot depth~~ as set forth in CBJ 49.25.400, for lot frontage and access requirements as set forth in CBJ 49.15.420, and the provision of public improvements as set forth in CBJ 49.35, if the proposed use of the lot is for open space, natural area park, public or private utilities, conservation lot, or similar use, and if the following requirements are met:

- (1) The director or the commission finds that there is no public purpose or need that would be served by requiring the parcel to meet these code provisions and that the provisions are not applicable for the proposed public or quasi-public use of the lot;

- (2) Restriction of building development, further subdivision, and other limitations or restrictions shall be noted on the plat in accordance with CBJ 49.15.412;
- (3) For uses restricted from any building development, the land must be put into some form of permanent protected status through the use of conservation easements, deed restriction, or other instruments to assure building development will not occur where prohibited; and
- (4) Unless otherwise provided, the minimum yard setback requirements may not be waived with respect to lots abutting the public use lot.

Section 3. Amendment of Section. CBJC 49.15.423 Panhandle lots, is amended to read:

49.15.423 Panhandle lots.

(a) Panhandle lots may be created by subdivision under this section if the new lots meet the following requirements:

(1) *Dimensional requirements.*

- (A) The front and panhandle lots must meet all the dimensional and area requirements of this title.
- (B) No part of the panhandle portion of the lot shall be less than 20 feet wide.
- (C) The panhandle portion of the lot shall not be longer than 300 feet in D-1 zones and ~~one and one half times the minimum lot depth in other residential zoning districts.~~
- (D) No buildings are allowed to be built or placed in the panhandle portion of the lot.
- (E) In a D-1 zoning district, 30 feet of the width of the panhandle of the rear lot may be used in determining the width of the front lot.

- (F) The lot width for the panhandle lot shall be the distance between its side lot lines measured behind the back lot line of the front lot.

...

Section 4. Amendment of Section. CBJC 49.25.400 Minimum dimensional standards, is amended to read:

49.25.400 Minimum dimensional standards.

There is adopted the table of minimum dimensional standards, table 49.25.400. Minimum dimensional standards for all zoning districts shall be according to the table of minimum dimensional standards, subject to the limitations of the following sections and as otherwise specifically noted in the special area or use sections, chapters 49.65 and 49.70.

TABLE 49.25.400

TABLE OF DIMENSIONAL STANDARDS

[See Exhibit A for the Table of Dimensional Standards]

Notes:

...

10. For lots adjacent to an alley, the following reductions to the dimensional standards apply:

- (a) Minimal lot area includes 50% of adjacent alley (see graphic).
- (b) Reserved. ~~Minimal lot depth includes 50% of the width of adjacent alley.~~
- (c) Minimum front yard setback of ten feet.

...

Section 5. Amendment of Section. CBJC 49.25.410 Lot dimensions, is amended to read:

49.25.410 Reserved Lot dimensions.

As used in the table of dimensional standards:

- ~~(a) Lot width means the horizontal distance between the side lines of a lot measured at right angles to its depth along a straight line parallel to the front lot line at the minimum required building setback line.~~
- ~~(b) Lot depth means the distance measured from the front lot line to the rear lot line.~~
- ~~(c) Lot coverage means the percentage of lot area that is occupied by all buildings on the lot, each measured at the outside of those exterior walls of the floor having the greatest horizontal dimensions.~~

Section 6. Amendment of Section. CBJC 49.25.430 Yard setbacks, is amended to read:

49.25.430 Yard setbacks.

No portion of any of the items listed in subsection (1) of this section may be located on any lot closer to any lot line or to the street right-of-way line or centerline than is authorized in the table of dimensional standards in table 49.25.400, except as otherwise noted in this section. An alley or walkway is not subject to front setbacks unless it is the primary access to the lot.

...

- (4) *Projections into required yards.*

...

(J) *Substandard lots.* If the lot width is, ~~lot depth, or both~~ are less than required, the corresponding side, street side, or rear setbacks may be reduced to the same percentage that the lot width, ~~depth, or both~~, bears to the zoning district requirements, except that in no case shall the side, street side, and rear yard setbacks be less than half those required by this chapter, or five feet, whichever is greater.

(K) *Existing substandard setbacks.* A new building may have a front yard setback equal to the average front yard setback of the three closest adjacent buildings, or a street side yard setback equal to the average street side yard setback of the three closest adjacent buildings, or a rear yard setback equal to the average rear yard setback of the three closest adjacent buildings. The average calculation shall be made using one building per lot. If any of the three buildings used in the averaging calculation is located a greater distance from the required setback, then the required front yard setback, or street side yard setback, or rear yard setback shall be used to calculate the average. An existing building located on the subject lot may be used as one of the three buildings to calculate the setback determination.

For purposes of this section, the buildings used in averaging must be either conforming or legally nonconforming enclosed buildings or carports and have a wall or column height of at least seven feet measured from the finished grade. Porches, bay windows, and temporary buildings allowed to project into setbacks cannot be

used for averaging. In no instance shall the required setback be less than half that required by this chapter or ten feet, whichever is greater.

If there are fewer than three buildings within 500 feet of the subject property, then the required setback shall be the average of front yard setbacks, or street side yard setbacks, or rear yard setbacks, of such fewer buildings, using a maximum of one building per lot.

...

Section 7. Amendment of Section. CBJC 49.65.320 Mobile home subdivision, is amended to read:

49.65.320 Mobile home subdivision.

(a) *Purpose.* Mobile home subdivisions meeting the requirements of this article and the zoning code may be approved. It is the intent of the City and Borough to provide for subdivisions in which lots may be created which are more in scale with the requirements for mobile homes.

(b) *Applicability and scope.* The following section applies to the development of a mobile home subdivision which is a use allowed in the D-5, and D-10 SF residential districts, D-10, D-15 and D-18, multifamily residential districts.

(c) *Density.* A mobile home subdivision must comply with the density requirement of the district in which it is located, irrespective of the minimum lot size.

(d) *Permit procedure.* A mobile home subdivision shall be approved under the conditional use permit procedure if it meets all requirements applicable to a major subdivision, as modified by this section.

(e) *Special standards.*

(1) *Tract size.* The minimum tract size which may be submitted for subdivision under this section shall be five acres.

(2) *Dimensional standards.* Dimensional standards are:

(A) Minimum lot size, 4,700 square feet;

(B) Minimum width of lot at front building line, 47 feet;

(C) ~~Reserved~~ Minimum lot depth, 100 feet;

(D) Maximum lot coverage, 50 percent;

(E) Maximum building height, 35 feet;

(F) Minimum front yard setback, 15 feet;

(G) Minimum rear yard setback, 15 feet;

(H) Minimum side yard setback, 7½ feet.

...

Section 8. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this _____ day of _____, 2021.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Zoning Regulations	RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	MU	MU2	LC	GC	WC	WI	I
Minimum Lot Size ¹															
Permissible Uses	36,000	36,000	12,000	7,000	3,600 ¹⁰	6,000	5,000	5,000	4,000	4,000	2,000	2,000	2,000	2,000	2,000
Bungalow ⁹		18,000	6,000	3,500	2,500	3,000	3,000	2,500							
Duplex	54,000	54,000	18,000	10,500											
Common Wall Dwelling					3,600 ¹⁰	5,000	3,500	2,500		2,500					
Single-family detached, two dwellings per lot	72,000	72,000	24,000 7,000												
Minimum lot width	150'	150'	100'	70'	40'	50'	50'	50'	50'	50'	20'	20'	20'	20'	20'
Bungalow ⁹		75'	50'	35'	25'	25'	25'	25'							
Common wall dwelling				60'	40'	40'	30'	20'		20'					
Minimum lot depth	150'	150'	100'	85'	85' ¹⁰	85'	80'	80'	80'	80'	80'	60'	60'	60'	60'
Maximum lot coverage															
Permissible uses	10%	10%	35%	50%	50%	50%	50%	50%	None	80%	None	None	None	None	None
Conditional uses	20%	20%	35%	50%	50%	50%	50%	50%	None	80%	None	None	None	None	None
Maximum height permissible uses	45'	35'	35'	35'	35'	35'	35'	35'	None	45' ⁴	'	55'	35' ⁴	' ⁴	
Accessory	45'	25'	25'	25'	25'	25'	25'	25'	None	35' ^{4,5}	35'	45'	35' ^{4,5}	' ⁴	None
Bungalow ⁹		25'	25'	25'	25'	25'	25'	25'							
Minimum front yard setback ³	25'	25'	25'	20'	20' ¹⁰	'	20'	20'	0'	5' ^{5,8}	'	10'	10' ^{4,5}	10'	10'
Minimum street side yard setback	17'	17'	17'	13'	10' 20	13'	13'	13'	0'	5' 25	17'	10'	10'	10'	10'
Minimum rear yard setback ³	25' ²	'	25'	20'	10'	20'	15'	10'	0'	5'	10'	10'	10'	10'	10'
Minimum side yard setback ³	15' ² 25	'	10'	5'	3'	5'	5'	5'	0'	5'	10'	10'	10'	10'	0'
Common wall dwelling	15			10' ⁶	'	5' ⁷	' ⁷	' ⁷		5' ⁷					

3

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Presented by: The Manager
Presented: 08/02/2021
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2021-30

An Ordinance Amending the Sales Tax Code Regarding the Taxability of Services.

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

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

Section 2. Amendment of Section. CBJ 69.05.010 Definitions, is amended to include the following:

CBJ 69.05.010 Definitions.

...

Point of Delivery means the location at which the property or a product is delivered or service performed. For products and services delivered or transferred electronically, point of delivery is the billing address of the buyer or consumer.

...

Receive means, for the purposes of point of delivery under CBJ 69.05.020:

- (1) Taking possession of personal property or goods;
- (2) Making first use of services;
- (3) Taking possession or making first use of digital goods, whichever comes first.

The term “receive” does not include temporary possession by a shipping company on behalf of the buyer or consumer.

Section 3. Amendment of Section. CBJ 69.05.020 Imposition of rate, is amended to read:

CBJ 69.05.020 Imposition of rate.

...

(b) If parts of a sale, service or rental, or a combination thereof, occur both inside and outside the City and Borough, or occur over a period of time during which two different tax rates apply, the tax shall be the highest rate applicable to any part of the sales, service or rental and shall be applied to the price of the entire transaction; provided, if the invoice of the transaction separates and prices the various parts of the transaction in accordance with the location of the parts of the transaction, or the time of the transaction, the different sales tax rates applicable to the separate parts of the transaction shall be applied, but only if each such part of the transaction is a sale, service or rental which may be made and is regularly offered on a separate basis by the seller. The taxability of a sale of goods is determined by the point of delivery of the tangible personal property. The taxability of a service is determined by the location where the service performed is received. The taxability of a ~~service performed or~~ rental made is determined by the place where the ~~service is performed or~~ rental property is located.

...

Section 4. Amendment of Section. Chapter 69.05.040 Exemptions, is amended to read:

CBJ 69.05.040 Exemptions.

...

(3) Sales of goods and/or the performance of services and associated shipping and handling charges resulting from orders received from outside the City and Borough where goods and/or services are received by the buyer outside the City and Borough after seller ships the goods and/or delivers the service by mail, electronic transfer, or common carrier. Shipment and/or delivery outside the City and Borough must be verified by postal or shipping documents. If the shipment and/or delivery is by electronic means, shipment and/or delivery must be verified by the buyer's "billed to" address. Common carrier means a commercial enterprise that holds itself out to the public as offering to transport freight for a fee without refusal.

...

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

Adopted this _____ day of _____, 2021.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Presented: 08/02/2021
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2021-34

An Ordinance Amending the Land Use Code to Extend the Sunset Dates for the Alternative Development Overlay Districts.

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

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

Section 2. Amendment of Section. CBJ 49.70.1210 Overlay districts, is amended to read:

49.70.1210 Overlay districts.

- (a) *Downtown Juneau overlay district.* This article applies to property within the alternative development overlay district for Downtown Juneau as shown on the map dated May 25, 2017. The Downtown Juneau overlay district shall cease to exist and the provisions of this article shall not apply to property within the Downtown Juneau overlay district after August 1, ~~2021~~, 2022.
- (b) *Downtown Douglas overlay district.* This article applies to property within the alternative development overlay district for Downtown Douglas as shown on the map dated May 25, 2017. The Downtown Douglas overlay district shall cease to exist and the provisions of this article shall not apply to property within the Downtown Douglas overlay district after December 31, 2021.

Section 3. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this _____ day of _____, 2021.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: The Manager
Introduced: August 2, 2021
Drafted by: Finance

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2021-08(b)(am)(C)

An Ordinance Appropriating \$150,000 to the Manager as Funding for a Tourism Manager; Funding Provided by Marine Passenger Fees.

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

Section 1. Classification. This ordinance is a noncode ordinance.

Section 2. Appropriation. There is appropriated to the Manager the sum of \$150,000 as funding for a tourism manager.

Section 3. Source of Funds

Marine Passenger Fees	\$150,000
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Section 4. Effective Date. This ordinance shall become effective upon adoption.

Adopted this _____ day of _____, 2021.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: Weldon, Hale, Triem
Presented: 8/16/2021
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2021-37

An Ordinance Authorizing Property Taxes to be Paid in Two Installments for 2021.

WHEREAS, A.S. 29.45.170 and CBJC 15.05.120 require taxpayers to receive an assessment notice that includes dates when the Board of Equalization will sit; and

WHEREAS, the Board of Equalization is supposed to conduct the valuation appeal hearings prior to June 1, so the final assessment roll can be certified by June 1 (CBJC 15.05.230 and A.S. 29.45.210), which can be supplemented for any appeal not heard by May 29 (CBJC 15.05.235 and A.S. 29.45.220); and

WHEREAS, the Board of Equalization conducted its first set of hearings on July 29, 2021, and its second set of hearings are scheduled for August 25, 2021; and

WHEREAS, due to the volume of commercial property tax appeals, the Board of Equalization is diligently scheduling approximately 20 more hearings between August 26 and December 9, 2021; and

WHEREAS, CBJ code currently requires property taxes to be paid on or before September 30 and imposes penalties and interest for delinquent payments (CBJC 69.10.070 and CBJC 69.10.080); and

WHEREAS, taxpayers that have filed appeals with the Board of Equalization may not have had their valuation appeal decided prior to September 30, which forces the taxpayer to pay the assessed taxes despite the appeal and exposes the CBJ to monetary risk of 8% interest plus costs for any excessive assessments (A.S. 29.45.500 and CBJC 69.10.090(c)); and

WHEREAS, the community and especially the businesses dependent on tourism are still recovering from the impacts of COVID-19 and could benefit from paying property taxes in two installments; and

WHEREAS, taxpayers that can pay the full amount of taxes owed are encouraged to do so by September 30, including those with automatic mortgage service payments and those who signed up for direct debit ACH process; and

WHEREAS, A.S. 29.45.250 provides if a tax payer that is given the right to pay the tax in two installments, then the penalty and interest on an unpaid installment accrues from the date the installment comes due; and

WHEREAS, upon balancing the upcoming September 30 tax deadline, the delays in the Board of Equalization schedule, taxpayers that are still recovering from the impacts of COVID-19, and the significant need for the majority of property taxes to be paid by September 30, the Assembly concludes that taxpayers should be allowed to pay the 2021 taxes in two installments.

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

Section 1. Classification. This ordinance is a noncode ordinance.

Section 2. 2021 Property Tax Installments.

(a) Despite CBJC 69.10.070 or 69.10.080 or any other CBJ code, all taxes levied in accordance with chapter 69.10 and title 15 of CBJ code shall be due and payable as follows:

(1) 80% of the taxes levied shall be due and payable on or before September 30, 2021; and

(2) The remaining 20% of taxes levied shall be due and payable on or before December 31, 2021.

(b) Automated tax payments prearranged with the CBJ prior to Ordinance 2021-37 shall be processed as previously scheduled unless the taxpayer provides written notice to the CBJ by noon on September 23, 2021.

(c) When 80% of the general tax provided in this chapter is not paid on or before the due date of September 30, 2021, the tax shall become delinquent and penalty and interest shall accrue as follows:

(1) On October 1, 2021, a penalty of five percent of the tax due shall be added to all delinquent tax.

(2) On March 1, 2022, an additional penalty of ten percent of the tax due, for a total penalty of 15 percent of the tax due, shall be added to all delinquent tax.

(3) Interest at the rate of 15 percent a year shall accrue upon all unpaid taxes, not including penalty, from the due date until paid in full as provided by state law.

(d) When the remaining 20% of the general tax provided in this chapter is not paid on or before the due date of December 31, 2021, the tax shall become delinquent and penalty and interest shall accrue as follows:

(1) On January 1, 2022, a penalty of five percent of the tax due shall be added to all delinquent tax.

(2) On March 1, 2022, an additional penalty of ten percent of the tax due, for a total penalty of 15 percent of the tax due, shall be added to all delinquent tax.

(3) Interest at the rate of 15 percent a year shall accrue upon all unpaid taxes, not including penalty, from the due date until paid in full as provided by state law.

Section 3. Effective Date. This ordinance shall be effective 30 days after its adoption.
Adopted this _____ day of _____, 2021.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: Planning Comm.
Presented: 07/12/2021
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2021-26(am)

An Ordinance Amending the Official Zoning Map by Rezoning Channel View, Lot 1, Located near 4650 North Douglas Highway from D-15 to Light Commercial.

WHEREAS, the area of the proposed rezone, Channel View Lot 1, consists of 15.41 acres, is located near 4650 North Douglas Highway, and is currently zoned D-15; and

WHEREAS, adjacent parcels are zoned D-3, D-15, and General Commercial (GC); and

WHEREAS, the land use maps of the Comprehensive Plan identify the subject lot as Medium Density Residential (MDR); and

WHEREAS, the MDR designation is characterized by urban residential lands for multifamily dwelling units at densities ranging from 5 to 20 units per acre and where any commercial development should be of a scale consistent with a residential neighborhood, as regulated in the Table of Permissible Uses; and

WHEREAS, the LC, Light Commercial district, is intended to accommodate commercial development that is less intensive than that permitted in the General Commercial district. Light commercial districts are primarily located adjacent to existing residential areas. Although many of the uses allowed in this district are also allowed in the GC, General Commercial district, they are listed as conditional uses in this district and therefore require commission review to determine compatibility with surrounding land uses. A lower level of intensity of development is also achieved by stringent height and setback restrictions. Residential development is allowed in mixed- and single-use developments in the Light Commercial district; and

WHEREAS, the Light Commercial district allows for up to 30 units per acre, which exceeds the density limit of the Comprehensive Plan MDR designation; and

WHEREAS, the Community Development Department recommended rezoning the subject property from D-15 Transition to Light Commercial upon two conditions (1) that additional public transportation infrastructure first be constructed to ensure any allowed higher density development would not aggravate existing issues with traffic flow and pedestrian safety, and (2)

the Assembly adopt a Comprehensive Land Use Map amendment from MDR to High Density Residential (HDR) to allow the higher densities allowed in the Light Commercial zoning district; and

WHEREAS, the Planning Commission considered the Community Development Department's recommendation and concluded the Light Commercial zoning district—without any conditions—substantially conformed to the maps of the Comprehensive Plan; and

WHEREAS, the Manager recommended following the Community Development Department's recommendation to rezone the subject property from D-15 Transition to Light Commercial once additional public transportation infrastructure is constructed to ensure any allowed higher density development would not aggravate existing issues with traffic flow and pedestrian safety.

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

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

Section 2. Amendment to the Official Zoning Map. The Official Zoning Map of the City and Borough, adopted pursuant to CBJ 49.25.110, is amended to change the zoning of Channel View Lot 1 (Parcel # 6D0601150011) from D-15 transition to Light Commercial when the following condition is satisfied: there are infrastructure improvements to allow higher density development and to allow for protecting public safety along North Douglas Highway.

Section 3. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this 2nd day of August, 2021.



Beth A. Weldon, Mayor

Attest:



Elizabeth J. McEwen, Municipal Clerk

2021 5th Late File List to Assembly

Hardship List:

Name	Parcel Number	Property Address
GEORGE T MICHAEL	5B2101120030	9170 RIVERWOOD DR

Late File Senior Exemption List:

Name	Parcel Number	Property Address
GEORGE T MICHAEL	5B2101120030	9170 RIVERWOOD DR
LORI MOLES	5B1301160050	6009 CHATHAM DR

LETTER OF EXPLANATION FOR LATE-FILE APPEAL

Parcel ID #:	5B2101120030	Date:	8/11/21
Appellant Name:	George T. Michael		
Appellant Signature:	George T. Michael		
Site Location:	9170 Riverwood Dr.		
Mailing Address:	same as above		
Phone #:	[REDACTED]		
Email Address:	None		

In the space below please state why you were unable to appeal by the established 30-day deadline:

I am 91 years old and needed help in filling out the necessary paperwork.

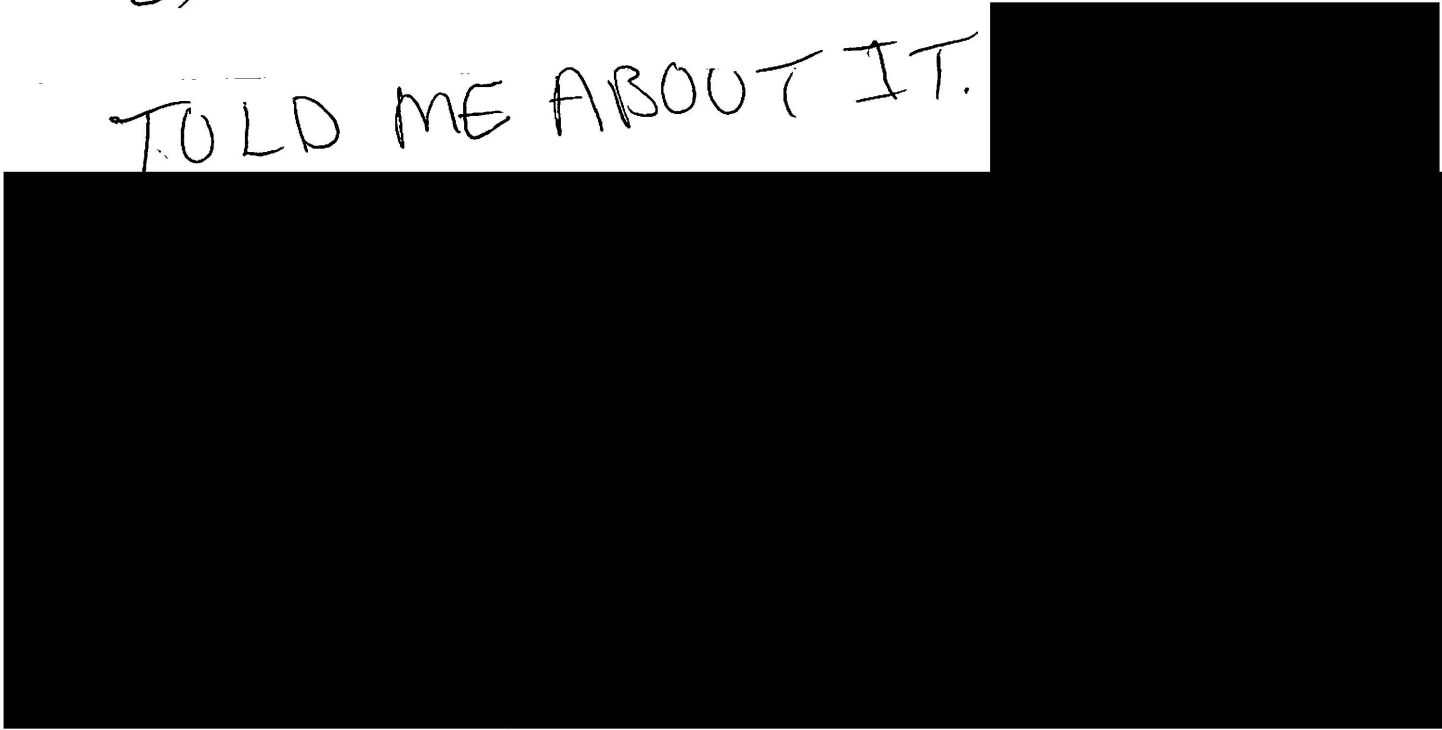
Received

AUG 17 2021

CBJ-Assessors Office

TO THE ASSEMBLY,

THE REASON I AM FILING
LATE IS THAT I WAS
UN AWARE THAT HIS PROGRAM
EXISTED UNTIL A FRIEND
TOLD ME ABOUT IT.



THANK YOU.

SINCERELY,

LORI MOLES

LORI MOLES



OFFICE OF THE MUNICIPAL CLERK/ELECTION OFFICIAL

City and Borough of Juneau (CBJ)

P.O. Box 33579

Juneau, AK 99803

Phone: (907)586-5278 x4175

email: Beth.McEwen@juneau.org

Date: August 20, 2021
To: Mayor Weldon and Assembly
From: Beth McEwen, Municipal Clerk/Election Official
Subject: Elections Update

The Assembly has tasked the Clerk's Office with providing information about voting options and methods for the 2021 Regular Municipal Election and future elections.

OCTOBER 5, 2021 Regular Municipal Election

On April 26, 2021, the Assembly passed a motion calling for the October 5, 2021 Regular Municipal Election to be conducted as a Vote By Mail (VBM) election in partnership with the Municipality of Anchorage. The Clerk's Office is on schedule for that election. Full details are available on our website at <https://juneau.org/clerk/elections>; key dates of importance are as follows:

- Sept. 5 – Last day for voters to register to vote or update mailing address prior to ballot mail out;
- Sept. 14 – Ballots mailed out to all Juneau registered voters;
- Sept. 16-Oct. 5 – Drop Boxes open 24/7 for ballot drop off;
- Sept. 20-Oct. 5 – Vote Centers Open for In-Person voting, ballot replacement, or ballot drop off;
- Oct. 5 – Election Day, Vote Centers open 7am-8pm; Ballot Drop Boxes close at 8p.m.;
- Oct. 7 – Clerk staff flies to Anchorage with ballots to be processed;
- Oct. 8-15 – Clerk staff oversees ballot processing at the Anchorage Election Center;
- Oct. 19 – Canvass Review Board meets with Clerk/Election staff in Juneau to review & certify the election.

Vote By Mail (VBM)-Ballot Processing Center Project

Since January 2021, at a variety of Assembly and Assembly Standing Committee meetings, Clerk and Engineering/Public Works staff have provided the Assembly with options, estimated costs, timelines and potential locations to house a permanent CBJ Ballot Processing Center for the purposes of conducting Vote By Mail Elections. The CBJ Thane Warehouse was the location determined best suited for the center.

This project was last discussed at the August 9 Assembly Committee of the Whole (COW) meeting at which a motion was passed instructing staff to draft an appropriating ordinance in the amount of \$700,000 to be brought to the Assembly for Introduction and Public Hearing. There was discussion with Assemblymembers about the manner in which future elections might be conducted. Following are the cost estimates associated with the Ballot Processing Center start up and ongoing operating costs along with some initial estimates on alternative options.

Estimated Expenses

- Final Operational Costs for the October 6, 2020 Regular Municipal Election **\$134,000**
- Estimated Operational Costs for the October 5, 2021 Regular Municipal Election **\$150,000**
- One Time Cost for Thane Warehouse Ballot Processing Center: **\$555,000-\$730,000**
[This is Capital Improvement Project (CIP) cost only with \$330,000 for warehouse renovations & \$225,000-\$400,000 for equipment and does not include operating expenses.]
- Year 1 (2021-2022) Ballot Processing Center operations full ballot mail out **\$150,000**
- Subsequent Elections Ballot Processing Center operations - full ballot mail out **\$165,000**

Alternate Option

Assemblymembers, at the Aug. 9 COW meeting, asked about the process/cost for mailing out applications for ballots to all registered voters and then only mail full ballot packets to those voters who completed and returned their ballot applications. Below is a rough estimate based on the current rates of postage with an initial application mail out of 28,000 with anticipated 16,600 returned applications.

Alternative Option – Application First then Ballot Packet Mailing **\$170,000**

Additional Administrative Expenses

The operational estimates above include the cost of hiring additional election staffing for election purposes but do not include the regular Clerk's Office staff salary and benefits factor when conducting elections. Staffing expenses from the regular Clerk's budget dedicated to election work is **\$100,000**.

The operational costs also do not factor in the work involved with hiring election staff for the processing of any initiative petitions. Should any initiative petitions be filed, an additional **\$7,500** operational expense should be factored into the cost of the election.