



**PLANNING COMMISSION STAFF REPORT
PARKING WAIVER PWP2024 0001
HEARING DATE: MAY 14, 2024**

(907) 586-0715

CDD_Admin@juneau.gov

www.juneau.org/community-development

155 Heritage Way • Juneau, AK 99801

DATE: May 6, 2024
TO: Mandy Cole, Chair, Planning Commission
BY: Ilsa Lund, Planner I *Ilsa Lund*
THROUGH: Jill Lawhorne, Director, AICP

PROPOSAL: Parking Waiver to waive one (1) required parking space for an accessory apartment.

STAFF RECOMMENDATION: Approval

KEY CONSIDERATIONS FOR REVIEW:

- The lot is located outside of the Town Center Parking Area (TCPA).
- The lot is unable to accommodate additional on-site parking.
- The applicants will designate one (1) existing on-site parking space for the accessory apartment.
- Public transportation is within a three (3)-minute walking distance.
- The proposal complies with adopted plans, which contain policies promoting in-fill housing development.

GENERAL INFORMATION	
Property Owner	Caitlin Stern; Jessica Barker
Applicant	Caitlin Stern; Jessica Barker
Property Address	114 Sixth Street
Legal Description	JUNEAU TOWNSITE BL 29 LT 2
Parcel Number	1C060A290030
Zoning	D18 (Multi-Family)
Land Use Designation	Medium Density Residential (MDR)
Lot Size	5,000 sq. ft.
Water/Sewer	City & Borough of Juneau
Access	Sixth Street
Existing Land Use	Residential
Associated Applications	USE2024 0005

ALTERNATIVE ACTIONS:

1. **Amend:** require additional conditions, or delete or modify the recommended conditions.
2. **Deny:** deny the permit and adopt new findings for items 1-6 below that support the denial.
3. **Continue:** to a future meeting date if determined that additional information or analysis is needed to make a decision, or if additional testimony is warranted.

ASSEMBLY ACTION REQUIRED:

Assembly action is not required for this permit.

STANDARD OF REVIEW:

- Quasi-judicial decision
- Requires five (5) affirmative votes for approval
- Code Provisions:
 - CBJ 49.40.210(d)(6)
 - CBJ 49.80

The Commission shall hear and decide the case per CBJ 49.40.210(d)(6) PARKING WAIVERS. The required number of non-accessible parking spaces required by this section may be reduced if the requirements of this subsection are met. The determination of whether these requirements are met, with or without conditions, deemed necessary for consistency with this title, shall be made by the director in the case of minor development; the commission in the case of major development; and the commission if the application relates to a series of applications for minor developments that, taken together, constitute major development. as determined by the director

SITE FEATURES AND ZONING



SURROUNDING ZONING AND LAND USES	
North (D18)	Residential
South (MU)	Residential
East (D18)	Residential
West (D10)	Residential

SITE FEATURES	
Anadromous	No
Flood Zone	No
Hazard	No
Hillside	Yes
Wetlands	No
Parking District	No
Historic District	No
Overlay Districts	Mining & Exploration Surface Activities Exclusion District; Urban/Rural Mining District; Downtown Juneau Alternative Development Overlay District

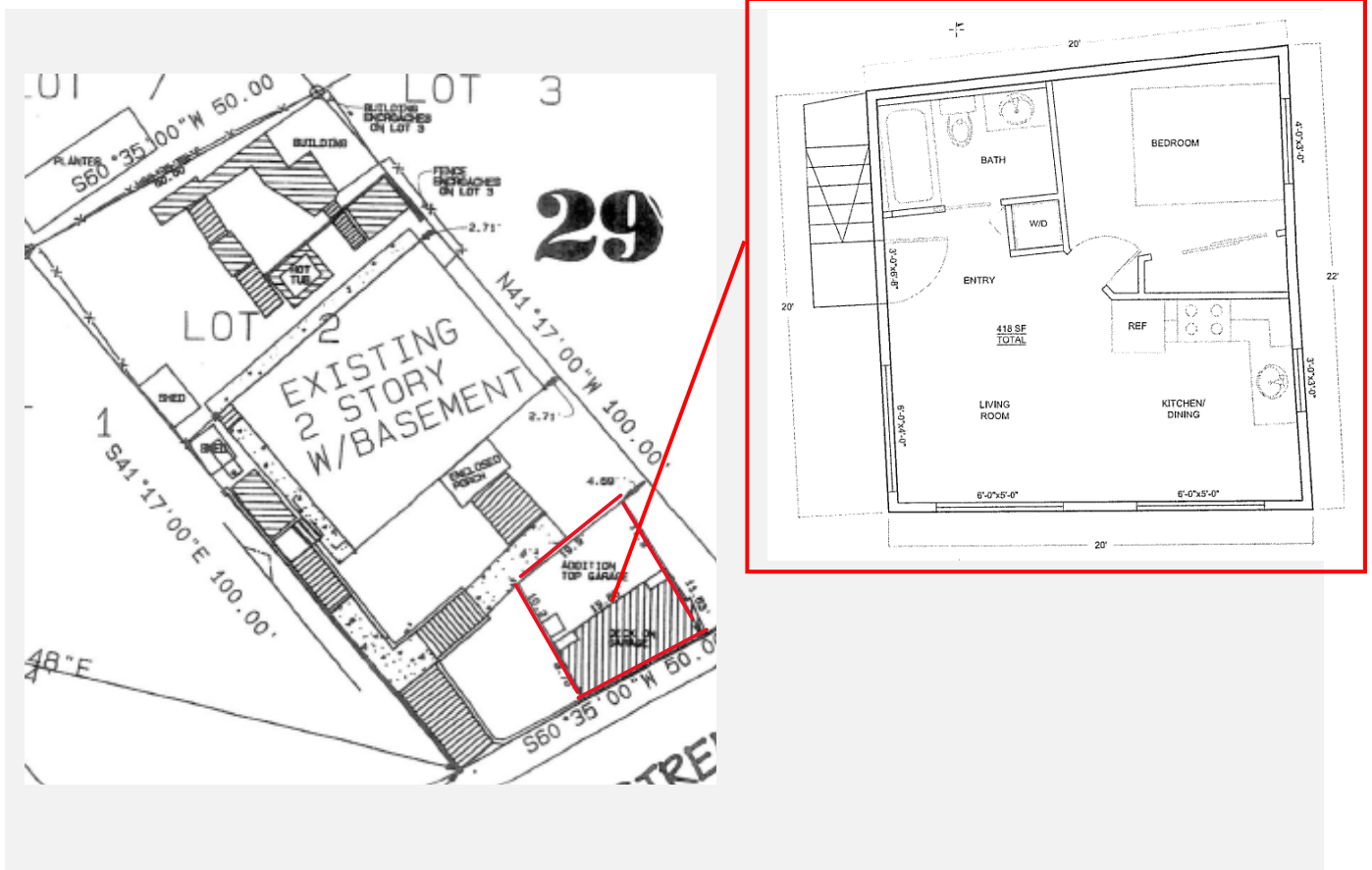
BACKGROUND INFORMATION

Project Description – The applicant requests a Parking Waiver to waive one (1) required parking space for an accessory apartment in a D18 zoning district (Attachment A). This application is associated with Conditional Use Permit application USE2024-0005. The accessory apartment will measure approximately 430 square feet and will be located on top of the existing garage that has been certified nonconforming for setbacks.

Background - The table below summarizes relevant history for the subject parcel and proposed development.

Year	Item	Summary
1914	Plat	Juneau Townsite plat of the original Block 29, Lot 2 (Attachment B).
1914	Assessor Record	Date that the structure was built (Attachment C).
1927	Sanborn Map	Shows the primary dwelling structure existed in its current footprint and location prior to zoning being adopted in Juneau (Attachment D).
2009	Building Permit	Detached greenhouse over garage (Attachment E).
2012	As-Built Survey	Shows footprints of existing structures (Attachment F).
2013	CUP	USE2013 0016 after-the-fact CUP for greenhouse over garage. Establishes that the garage was constructed in the 1950s, prior to zoning (Attachment G).
2021	NCC	Nonconforming certification (NCC2021 0065) for setbacks (Attachment H).
2021	Warranty Deed	Transfer of ownership from Putman-Homme to Stern-Baker (Attachment I).
2023	PAC Report	Preapplication conference report for accessory apartment over garage and parking waiver (Attachment A).

SITE PLAN



ANALYSIS

Project Site – The lot is located in the northern area of the Juneau Townsite historic district just off of Main Street and contains a two-story, single-family dwelling with a daylight basement built on a steep lot with a slope of approximately 31%. The 2-car garage is directly adjacent to the sidewalk on the southeast corner of the lot. The structures were built prior to zoning requirements and are certified nonconforming for setbacks (Attachment H).

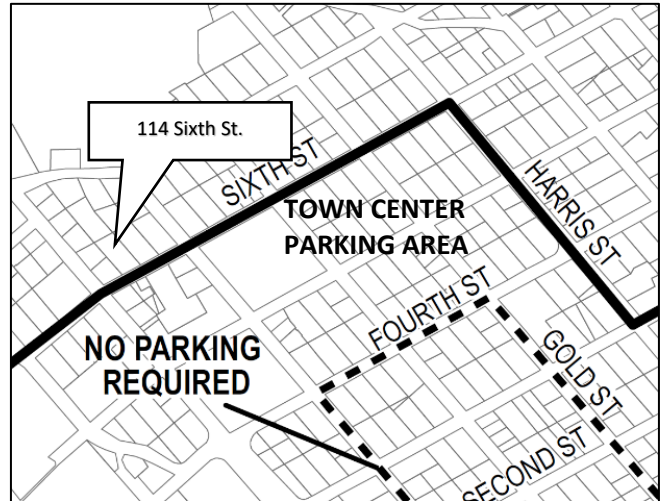
Project Design – The proposed one bedroom accessory apartment measures approximately 430 sq. ft. and will have one (1) bathroom, and a combined kitchen/living area. The accessory apartment will be located on top of the existing 2-car garage and will not aggravate the existing nonconforming yard setback situation. The preexisting greenhouse (Attachment E) will be removed and replaced with the accessory apartment.

Vehicle Parking & Circulation – Due to the steepness of the lot, the lot frontage is composed of the two-car garage, a four (4)-foot high retaining wall, and access stairway. These conditions prevent further off-street parking from being provided on-site. In the submitted project narrative (Attachment A), the applicants explain that one (1) of the parking spaces in the garage is not being used by the homeowners, and the extra parking space will be assigned to the tenant of the accessory apartment.

Condition: One (1) of the two (2) parking spaces in the garage must be designated solely for the occupant of the accessory apartment.

The lot is located outside of the Town Center Parking Area (TCPA), an area which does not require parking for accessory apartments.

Use	Total Sq. Ft.	Spaces Required	Total Spaces
Accessory Apartment	430	1	1
Total Parking Requirement:			1
Off-Street Loading Spaces Required:			0
ADA Accessible Spaces Required:			0



Impacts to Nearby On-street Parking – On-street parking is not allowed within certain segments of Sixth Street, including on the side of the street directly in front of the proposed AUD extending southwest to the intersection of Sixth Street and Main Street. On April 3, 2024, staff performed a site visit to evaluate on-street parking in the area and found multiple parking spaces available within a one block radius along Franklin Street and Seventh Street. Waiving one (1) off-street parking space should not have a significant impact on nearby on-street parking, especially if the tenant of the accessory apartment is designated a space within the on-site garage.

Non-motorized Transportation – The lot is within a ¼ mile walking distance from downtown. The Sixth Street Right-Of-Way is approximately 30 feet wide, with sidewalks provided on both sides of the street. The downtown area and surrounding neighborhoods are identified as a walkable area with provisions for pedestrians.

Proximity to Transit – The closest bus stop is within 700 feet on Fourth Street, an approximately three (3)-minute walking distance from the property. The 2013 Comprehensive Plan promotes *Transit Oriented Development*, and allows for higher residential densities within a five (5) to ten (10)-minute walking distance to Public Transit Service.

Public Health or Safety – There is no information to suggest that waiving one (1) parking space for the proposed development will materially endanger the public health, safety, or welfare.

Property Value or Neighborhood Harmony – There is no information to suggest that waiving one (1) parking space for the proposed development will negatively affect property value or be out of character with the existing neighborhood.

AGENCY REVIEW

CDD conducted an agency review comment period between April 2, 2024, and April 22, 2024. Agency review comments can be found in Attachment J.

Agency	Summary
CBJ Fire Department	No concerns.
CBJ Building Division	No comment submitted.
CBJ General Engineering	No comment submitted.

PUBLIC COMMENTS

CDD conducted a public comment period between April 5, 2024, and April 22, 2024. Public notice was mailed to property owners within 500 feet of the subject parcel (Attachment K). A public notice sign was also posted on-site two weeks prior to the scheduled hearing. No comments were submitted at the time of writing this report.

CONFORMITY WITH ADOPTED PLANS

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

PLAN	Chapter	Page No.	Item	Summary
2013 Comprehensive Plan	3	20	Policy 3.2	Promotes compact urban development within the designated urban service area to ensure efficient utilization of land resources and to facilitate cost effective provisions of community services and facilities.
	4	37	Policy 4.2	Facilitates the provision of an adequate supply of various housing types and sizes to accommodate present and future housing needs for all economic groups.
	11	147	Land Use Designation	Complies with the <i>Medium Density Residential – Single Family</i> land use designation; this land use designation allows single-family dwellings with accessory apartments.

FINDINGS

Parking Waiver Criteria - Per CBJ 49.40.210(d)(6)(1-4) the Director makes the following findings on the proposed parking waiver:

1. *Will granting the waiver result in more benefits than detriments to the community as a whole as identified by the Comprehensive Plan?*

Analysis: The 2013 Comprehensive Plan identifies the need for compact, in-fill development within the urban service area. The proposal will provide one additional dwelling unit to Juneau's housing market. The Comprehensive Plan promotes *Transit Oriented Development*, and this proposal could encourage the use of public transportation.

Finding: Yes. Granting the requested parking waiver will result in more benefits than detriments to the community as a whole, as identified in the 2013 Comprehensive Plan.

2. *Is the development located within the Town Center Parking Area or the No Parking Area Required?*

Analysis: No further analysis is required.

Finding: Yes. The subject lot is located outside of the Town Center Parking Area.

3. *Will granting the waiver result in adverse impacts to property in the neighboring area?*

Analysis: Available on-street parking spaces that meet parking dimensional standards are located within a 500 foot radius from the property. Public transportation is located within a ¼ mile walking distance from the property.

Finding: No. There is no evidence to suggest that with appropriate conditions, granting the requested waiver will result in adverse impacts to neighboring properties.

4. *Will the proposed development materially endanger the public health, safety, or welfare?*

Analysis: No further analysis needed.

Finding: No. There is no evidence to suggest that granting the requested waiver will materially endanger the public health or safety.

RECOMMENDATION

Staff recommends the Planning Commission adopt the Director's analysis and findings and APPROVE the requested parking waiver. The permit would waive one (1) parking space for the proposed accessory apartment.

The approval is subject to the following conditions:

1. One (1) of the two (2) parking spaces in the garage must be designated solely for the occupant of the accessory apartment.

STAFF REPORT ATTACHMENTS

Item	Description
Attachment A	Application Packet
Attachment B	1914 Plat
Attachment C	Assessor's Records
Attachment D	1927 Sanborn Map
Attachment E	2009 Building Permit for Greenhouse Over Garage
Attachment F	2012 As-built Survey
Attachment G	Excerpts from USE2013 0016
Attachment H	Excerpts from NCC2021 0065
Attachment I	2021 Warranty Deed
Attachment J	Agency Comments
Attachment K	Abutters Notice and Public Notice Sign Photo



DEVELOPMENT PERMIT APPLICATION

NOTE: Development Permit Application forms must accompany all other Community Development Department land use applications. This form and all documents associated with it are public record once submitted.

PROPERTY LOCATION																	
Physical Address 114 6th St, Juneau, AK 99801																	
Legal Description(s) (Subdivision, Survey, Block, Tract, Lot) Lot 2, Block 29, Juneau Townsite																	
Parcel Number(s) 1C060A290030																	
<input type="checkbox"/> This property is located in the downtown historic district <input type="checkbox"/> This property is located in a mapped hazard area, if so, which _____																	
LANDOWNER/ LESSEE																	
Property Owner Jessica Barker & Caitlin Stern	Contact Person Jessica Barker																
Mailing Address 114 6th St, Juneau, AK 99801	Phone Number(s) 907-419-0663																
E-mail Address jessiebarker@gmail.com, caitlin.stern@gmail.com	907-713-7458																
LANDOWNER/ LESSEE CONSENT																	
Required for Planning Permits, not needed on Building/ Engineering Permits. Consent is required of all landowners/ lessees. If submitted with the application, alternative written approval may be sufficient. Written approval must include the property location, landowner/ lessee's printed name, signature, and the applicant's name.																	
I am (we are) the owner(s) or lessee(s) of the property subject to this application and I (we) consent as follows: A. This application for a land use or activity review for development on my (our) property is made with my complete understanding and permission. B. I (we) grant permission for the City and Borough of Juneau officials/employees to inspect my property as needed for purposes of this application.																	
To be completed by Applicant	<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; text-align: center;"><u>Jessica Barker</u></td> <td style="width:50%; text-align: center;"><u>Landowner</u></td> </tr> <tr> <td style="text-align: center;">Landowner/Lessee (Printed Name)</td> <td style="text-align: center;">Title (e.g.: Landowner, Lessee)</td> </tr> <tr> <td style="text-align: center;">X <u></u></td> <td style="text-align: center;"><u>30 Jan 2024</u></td> </tr> <tr> <td style="text-align: center;">Landowner/Lessee (Signature)</td> <td style="text-align: center;">Date</td> </tr> <tr> <td style="text-align: center;"><u>Caitlin Stern</u></td> <td style="text-align: center;"><u>Landowner</u></td> </tr> <tr> <td style="text-align: center;">Landowner/Lessee (Printed Name)</td> <td style="text-align: center;">Title (e.g.: Landowner, Lessee)</td> </tr> <tr> <td style="text-align: center;">X <u></u></td> <td style="text-align: center;"><u>30 Jan 2024</u></td> </tr> <tr> <td style="text-align: center;">Landowner/Lessee (Signature)</td> <td style="text-align: center;">Date</td> </tr> </table>	<u>Jessica Barker</u>	<u>Landowner</u>	Landowner/Lessee (Printed Name)	Title (e.g.: Landowner, Lessee)	X <u></u>	<u>30 Jan 2024</u>	Landowner/Lessee (Signature)	Date	<u>Caitlin Stern</u>	<u>Landowner</u>	Landowner/Lessee (Printed Name)	Title (e.g.: Landowner, Lessee)	X <u></u>	<u>30 Jan 2024</u>	Landowner/Lessee (Signature)	Date
<u>Jessica Barker</u>	<u>Landowner</u>																
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X <u></u>	<u>30 Jan 2024</u>																
Landowner/Lessee (Signature)	Date																
<u>Caitlin Stern</u>	<u>Landowner</u>																
Landowner/Lessee (Printed Name)	Title (e.g.: Landowner, Lessee)																
X <u></u>	<u>30 Jan 2024</u>																
Landowner/Lessee (Signature)	Date																
NOTICE: The City and Borough of Juneau staff may need access to the subject property during regular business hours. We will make every effort to contact you in advance, but may need to access the property in your absence and in accordance with the consent above. Also, members of the Planning Commission may visit the property before a scheduled public hearing date.																	
APPLICANT																	
If same as LANDOWNER, write "SAME"																	
Applicant (Printed Name) SAME	Contact Person																
Mailing Address	Phone Number(s)																
E-mail Address																	
X _____	_____																
Applicant's Signature	Date of Application																

-----DEPARTMENT USE ONLY BELOW THIS LINE-----

	Intake Initials <u>TC</u>
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INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

For assistance filling out this form, contact the Permit Center at 586-0770.

Case Number PWP24-001	Date Received 2/13/24
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PARKING WAIVER APPLICATION

See reverse side for more information regarding the permitting process and the materials required for a complete application.

NOTE: Must be accompanied by a DEVELOPMENT PERMIT APPLICATION form.

To be completed by Applicant	PROJECT SUMMARY Construct 430 sq ft accessory dwelling unit on top of existing garage.
	TYPE OF PARKING WAIVER REQUESTED (check one) <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;"> MINOR DEVELOPMENT <input checked="" type="radio"/> Parking Waiver Departmental Review (PWD) </div> <div style="text-align: center;"> MAJOR DEVELOPMENT <input type="radio"/> Parking Waiver Planning Commission Review (PWP) </div> </div>
	DEVELOPMENT FOR WHICH THE PARKING IS REQUIRED (check one) <input type="radio"/> Existing <input checked="" type="radio"/> Proposed – Related Case Number: _____
	NUMBER OF REQUIRED PARKING SPACES PER CBJ 49.40.210(A) <input checked="" type="checkbox"/> For Residential Uses: <u>3</u> spaces <input type="checkbox"/> For Non-Residential Uses: _____ spaces
	NUMBER OF PARKING SPACES THAT WILL BE PROVIDED <input checked="" type="checkbox"/> For Residential Uses: <u>2</u> spaces <input type="checkbox"/> For Non-Residential Uses: _____ spaces
	ALL REQUIRED MATERIALS ATTACHED <input checked="" type="checkbox"/> Complete application per CBJ 49.15 and CBJ 49.40.210(d)(6) <input checked="" type="checkbox"/> Narrative including: <input checked="" type="checkbox"/> Why the parking waiver is being requested? <input checked="" type="checkbox"/> How the requested waiver meets items 1-4 on page 2

-----DEPARTMENT USE ONLY BELOW THIS LINE-----

PARKING WAIVER FEES			
Residential Spaces	_____	Non-Residential Spaces	_____
Residential Fee	\$ _____	Non-Residential Fee	\$ _____
Total Residential	\$ _____	Total Non-Residential	\$ _____
Total Fee		\$ <u>320.00</u>	

This form and all documents associated with it are public record once submitted.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

For assistance filling out this form, contact the Permit Center at 586-0770.

Case Number <u>PWP 24-001</u>	Date Received <u>2/13/24</u>
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Parking Waiver Information

Parking waivers are outlined in CBJ 49.40.210(d)(6)

Parking Waivers are pursuant to 49.40.210(d) Exceptions (6) Parking Waivers. The required number of non-accessible parking spaces required by this section may be reduced if the requirements of this subsection are met. The determination of whether these requirements are met, with or without conditions, deemed necessary for consistency with this title, shall be made by the Director of the Community Development Department in the case of minor development; the Planning Commission in the case of major development; and the Planning Commission if the application relates to a series of applications for minor developments that, taken together, constitute major development, as determined by the director.

Any waiver granted under this subsection shall be in writing and shall include the following required findings and any conditions, such as public amenities, imposed by the director or commission that are consistent with the purpose of this title:

- (1) The granting of the waiver would result in more benefits than detriments to the community as a whole as identified by the comprehensive plan;
 - (2) The development is located outside of the PD-1 parking district, PD-2 parking district, and Downtown Fee in Lieu of Parking District Map areas;
 - (3) Granting the waiver will not result in adverse impacts to property in the neighboring area; and
 - (4) The waiver will not materially endanger public health, safety, or welfare.
- Applications for parking waivers shall be on a form specified by the director and shall be accompanied by a one-time fee of \$400. If the application is filed in conjunction with a major development permit, the fee shall be reduced by 20 percent.
- The director shall mail notice of any complete parking waiver application to the owners of record of all property located within a 250 foot radius of the site seeking the waiver. If the parking waiver application is filed in conjunction with a major development permit, notice of both applications shall be made concurrently in accordance with CBJ 49.15.230.

Approved parking waivers shall expire upon a change in use.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Allowable/conditional use permit application

The current use of the land/building is a “greenhouse” on top of the existing garage. This was constructed by the previous property owners, and consists of a single room with electric heating plus a deck with wooden siding. The greenhouse is not used by the current property owners due to rot in the floor and a lack of plumbing.

This application is to remove the greenhouse and construct an accessory dwelling unit in the same space, with heating and plumbing. It would be a standalone unit with a kitchen and bathroom, suitable for long-term rental. This proposed use complies with the Comprehensive Plan.

Parking waiver application

We request a parking waiver for the 430 sq ft accessory dwelling unit being proposed at 114 6th St downtown. The property currently has 2 parking spaces, of which we (the property owners) only use 1. In fact we are currently letting this second space to our neighbors at 128 6th St. These tenants also do not use the space to park a vehicle. This means that there is currently an available parking space that we would assign to the ADU. Using this space would result in more benefits and fewer detriments to the community and neighboring area than using up more land to create an extra parking space.

The above paragraph demonstrates how the proposed waiver meets items 1, 3 and 4 of the Parking Waiver Application. Regarding item 2, the development is located outside of the PD-1 parking district, PD-2 parking district, and Downtown Fee in Lieu of Parking District Map areas.

Landowners:

Jessica Barker
jessiebarker@gmail.com
907-419-0663

Caitlin Stern
caitlin.stern@gmail.com
907-713-7458



(907) 586-0715
 CDD_Admin@juneau.gov
 www.juneau.org/community-development
 155 Heritage Way • Juneau, AK 99801

Stern / Barker Accessory Apartment Conditional Use Permit and Parking Waiver

Case Number: PAC2023 0052
 Applicant: Kara Sepel
 Property Owner: Caitlin Stern and Jessica Barker
 Property Address: 114 Sixth Street
 Parcel Code Number: 1C060A290030
 Site Size: 4,893 square feet
 Zoning: D18 (Multi-Family Residential)
 Existing Land Use: Residential

Conference Date: November 29, 2023
 Report Issued: 12/12/2023

DISCLAIMER: *Pre-application conferences are conducted for the purpose of providing applicants with a preliminary review of a project and timeline. Pre-application conferences are not based on a complete application and are not a guarantee of final project approval.*

List of Attendees

Note: Copies of the Pre-Application Conference Report will be emailed, instead of mailed, to participants who have provided their email address below.

Name	Title	Email address
Caitlin Stern	Applicant	Caitlin.stern@gmail.com
Jessie Barker	Applicant	jessiebarker@gmail.com
Kara Sepel	Applicant	Karasepel.interiordesign@gmail.com
Jennifer Shields	Planning	Jennifer.Shields@juneau.gov
Charlie Ford	Building	Charlie.Ford@juneau.gov
David Sevdy	Permit Tech	David.Sevdy@juneau.gov

Conference Summary

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

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

Project Overview

The lot currently contains a single-family dwelling, a detached, 2-story accessory structure in the front (lower-level 400 square foot garage and 200 square foot upper-level greenhouse), and a detached accessory structure (sauna) in the rear. The applicant would like to **convert and expand** the upper-level greenhouse into an approximately 400 square foot accessory apartment, matching the existing size of the lower-level garage.

Planning Division

1. **Zoning** – The property is zoned D18 (Multi-Family Residential) and is located within the Alternative Development Overlay District (ADOD). The lot is 5,000 square feet and meets the D18 zoning district minimum lot size requirement of 5,000 square feet.
2. **Table of Permissible Uses – Proposed:** USE 1.130, Single-Family Detached with an Accessory Apartment.
Per CBJ 49.25.510(k)(2)(G)(i): “Multifamily dwelling and accessory apartment approval. Unless authorized by this section, an accessory apartment is prohibited in multifamily, commercial, and mixed-use zoning districts. The Director may approve a 49.25.300.1.300 accessory apartment application if all the requirements of this section and the following are met: (a) The application is for an efficiency, or one-bedroom unit that does not exceed 600 square feet in net floor area, is on a lot that exceeds the minimum lot size, and the primary use of the lot is a single-family dwelling.”
3. **Subdivision** – N/A
4. **Setbacks** –
 - D18 setbacks: Front – 20 feet; Rear – 10 feet; Sides – 5 feet.
 - ADOD setbacks: All sides, 3 feet.
 - Nonconforming Structures per NCC2021-0065:
 - Zero-foot front yard setback for the garage
 - 4.69-foot east side yard setback for the garage
 - 2.71-foot east side yard setback for the dwelling
 - Additional Stories:
 - Per CBJ 49.25.430(4)M: “Additional stories. The Commission, through the Conditional Use Permit process, may allow the addition of a second or third story atop or below an existing enclosed structure which projects into a required yard setback if the structure is either nonconforming or if a variance was previously granted for the structure. The commission may deny such request if it finds that the structure, with the addition, would result in excessive blockage of views, excessive restriction of light and air, or other deleterious impacts.”
 - Per USE2013-0016, an after-the-fact Conditional Use Permit was approved for a 200 square foot greenhouse that encroached *10 feet 3 inches into the 20-foot front yard setback* (correct measurements) and 3 inches into the 5-foot side yard setback.
 - The proposed accessory structure would be 400 square feet and encroach 20-feet into the 20-foot front yard setback and 3 inches into the 5-foot side yard setback, doubling both the size and setback encroachment of the upper-level.
 - **A new Conditional Use Permit Application is required (see attached code and applications).**
5. **Height** – Maximum height allowed for an accessory structure in the D18 zoning district is 25 feet.

6. **Access** – Sixth Street.
7. **Parking & Circulation** – CBJ 49.40.210 requires two off-street parking spaces for a single-family dwelling unit. Back-out parking may be allowed in residential zoning districts per 49.40.230(b)(7)(A). The existing garage includes two off-street parking spaces.

An accessory apartment would require one additional parking space on the property. Since topography is likely a constraint, per CBJ 49.40.220, **a Parking Waiver Application for the addition of an accessory apartment will be required (see attached code and applications).**
8. **Lot Coverage** – Maximum of 50% allowed. Per NCC2021-0065, existing lot coverage is 37%. The proposed upper-level accessory apartment would not increase lot coverage.
9. **Vegetative Coverage** – Minimum of 30% required. Per NCC2021-0065, existing vegetative cover is 32%. The proposed upper-level accessory apartment would not decrease vegetative cover.
10. **Lighting** – Exterior lighting shall be designed and located to minimize off-site glare.
11. **Noise** – N/A
12. **Flood** – N/A
13. **Hazard/Mass Wasting/Avalanche/Hillside Endorsement** – A Hillside Endorsement may be required prior to issuance of a Building Permit for the proposed accessory apartment if construction involves excavation of any slope in excess of 18% or the creation of a new slope in excess of 18% for a vertical distance of at least 5 feet.
14. **Wetlands** – N/A
15. **Habitat** – No anadromous waterbodies are on the subject parcel, or within 50 feet.
16. **Plat or Covenant Restrictions** – N/A
17. **Traffic** – N/A
18. **Nonconforming situations** – A Nonconforming Certificate (NCC2021-0065) for the property was issued on September 3, 2021.

Building Division

19. **Building** – Building staff will comment during the plan review for a building permit.
20. **Outstanding Permits** – BLD2009-00103 – Construction of a detached green house. Modified 5/29/2012 for structural changes to roof

General Engineering/Public Works

21. **Engineering** – N/A
22. **Drainage** – N/A
23. **Utilities** – (water, power, sewer, etc.) Additional dwelling units may trigger additional utility assessment or requirement for water meter installation. General Engineering will review during building permit application and review.

Fire Marshal

24. **Fire Items/Access** – N/A

Other Applicable Agency Review

25. N/A

List of required applications

Based upon the information submitted for pre-application review, the following list of applications must be submitted in order for the project to receive a thorough and speedy review.

1. Development Permit Application (one for each of the applications listed below)
2. Conditional Use Permit Application
3. Parking Waiver Application (submit concurrently with the Conditional Use Permit Application)

Additional Submittal Requirements

Submittal of additional information, given the specifics of the development proposal and site, are listed below. These items will be required in order for the application to be determined Counter Complete.

1. A copy of this pre-application conference report.

Exceptions to Submittal Requirements

Submittal requirements that staff has determined **not** to be applicable or **not** required, given the specifics of the development proposal, are listed below. These items will **not** be required in order for the application to be reviewed.

1. N/A

Fee Estimates

The preliminary plan review fees listed below can be found in the CBJ code section 49.85.

Based upon the project plan submitted for pre-application review, staff has attempted to provide an accurate estimate for the permits and permit fees which will be triggered by your proposal.

1. Development Permit Application: N/A
2. Conditional Use Permit (USE): \$350
3. Public Notice Sign: \$150 (with \$100 refundable if the sign is returned by the Monday after the Planning Commission meeting).
4. Parking Waiver (PWP): \$320 (reduced due to major development)

For informational handouts with submittal requirements for development applications, please visit our website at www.juneau.org/community-development.

Submit your Completed Application

You may submit your application(s) online via email to permits@juneau.gov

OR in person with payment made to:

City & Borough of Juneau, Permit Center
230 South Franklin Street
Fourth Floor Marine View Center
Juneau, AK 99801

Phone: (907) 586-0715
Web: www.juneau.org/community-development

Attachments:

CBJ 49.15.330 Conditional Use Permits
CBJ 49.40.220 Parking Waivers
Development Permit Application (DPA)
Conditional Use Permit Application (USE)
Parking Waiver Application (PWP)



Assessor's Data

Current Owner

CAITLIN STERN & JESSICA BARKER

114 SIXTH ST, JUNEAU AK 99801

Parcel #: 1C060A290030 ([Map](#))

Address: 114 SIXTH ST

Legal Desc. 1: JUNEAU

Legal Desc. 2:

TOWNSITE BL 29 LT 2

Prev. Owner: VANCE F

Site Value: \$163500.00

Building PV: \$526900.00

Total PV: \$690400.00

PUTMAN

Use Code: Residential

Exempt: No

Zoning: -M Multi-Family-5,000

Tax Year: 2024

sq.ft. minimum lot size -18

nit per acre

No. of Units: 001

Year Built: 1914

Gross Liv. Area: 001922 sqft

Garage: No

Garage Area: 000000

Lot Size: 4893.00

Last Trans: 20211015

City Water: Yes

City Sewer: Yes

Exempt Land: 0

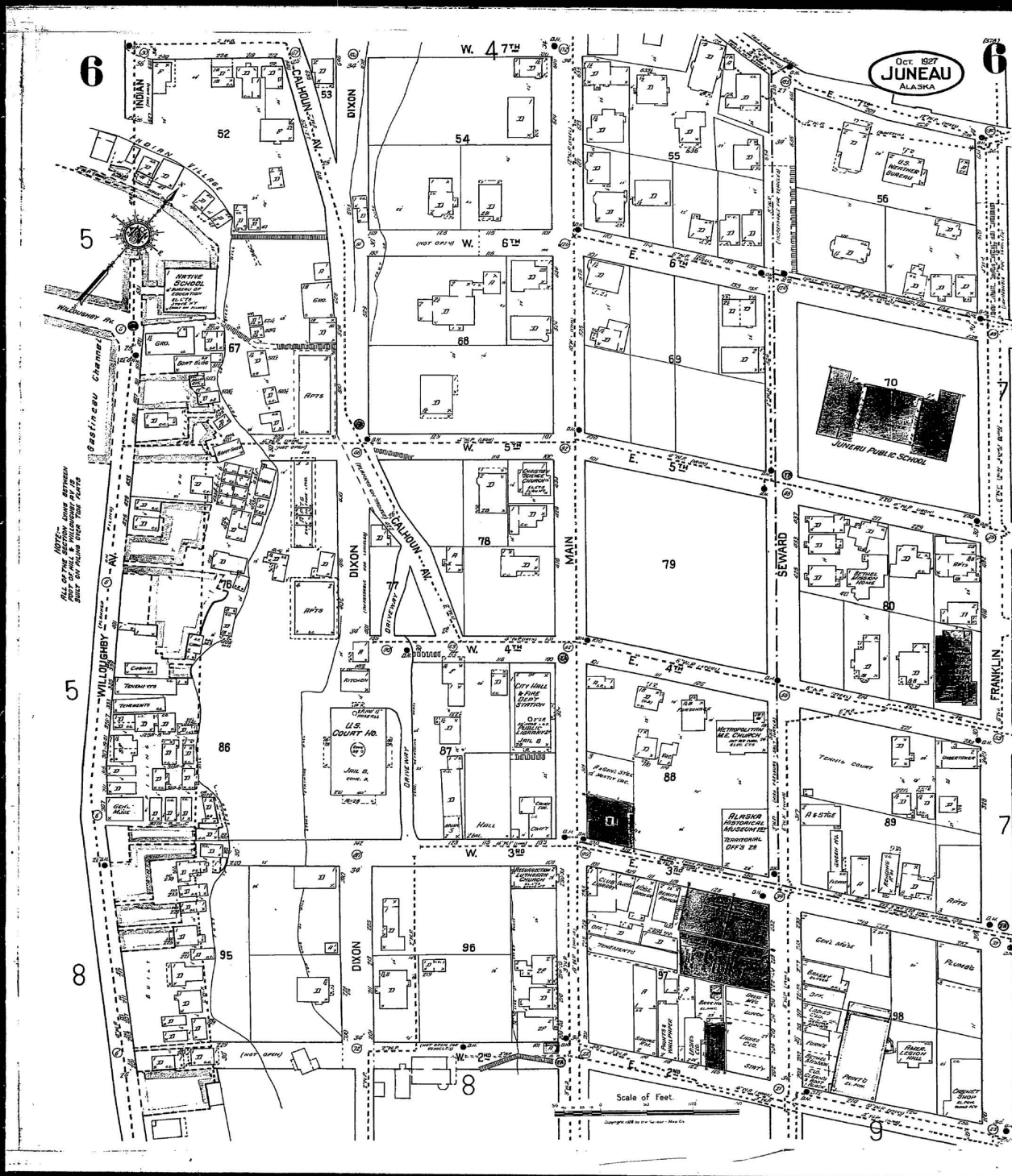
Exempt Building: 0

Exempt Total: 0

Road/No Road: Road

Search the Assessor's Data

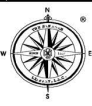
Search the Assessor's Data using the search box below. The field will accept any search parameter (owner's name, address, parcel number, year built, etc.).



Oct. 1927
JUNEAU
 ALASKA

NOTE: Lines between
 blocks of buildings
 show the true place

Scale of Feet



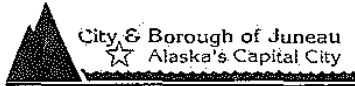
The Sanborn Library, LLC

This Sanborn® Map is a certified copy produced by Environmental Data Resources, Inc. under arrangement with The Sanborn Library, LLC. Information on this Sanborn® Map is derived from Sanborn field surveys conducted in:

Copyright © 1927 The Sanborn Library, LLC AMV
 Year EDI Research Associate

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Attachment D - 1927 Sanborn Map



BUILDING PERMIT

Permit No.
BLD2009-00103

*NOTE: "Building Permit" is a generic term which includes Building Safety Inspection, Grading Permits, and permits for Electrical, Plumbing and Mechanical work.

Your special attention is called to the following:

This permit is granted on the express conditions that the construction shall, in all respects, conform to the ordinances of the City and Borough of Juneau. It may be revoked at any time upon violation of any of said ordinances.

The granting of this permit does not authorize the violation of any federal, state or local law regulating construction for the violation of the terms of any deed or covenant or any zoning or other regulation.

If plan review was required, this permit must be attached to the approved drawings. The permit, plans and record of inspections must be available on site at all times while the construction is in progress and before final inspection.

The yellow posting notice must be prominently displayed to show a permit has been issued and to assist the inspectors in location of the project. This permit becomes null and void if work or construction authorized is not commenced within one year or if work or construction is suspended or abandoned for a period of one year at any time after work has commenced.

Note: City Ordinances REQUIRE a Final Inspection be approved for every Building Permit.

Inspections

Inspections can be arranged by telephoning 586-1703 or by written or faxed notification.

The Online Building Inspection Request Form is at: www.juneau.org/permits/inspect_request.php.

Work shall not proceed until the inspector has approved the various stages of construction. An approved Final Inspection is required.

Call before 7:30 AM for same day inspections.

Please provide the following information: 1 Permit Number, 2 Address, 3 Type of Inspection, 4 Date and Time and 5 Contact Name and Phone Number.

Job Address: 114 SIXTH ST	Issued Date: 06/07/2012
Permit Number: BLD2009-00103	Parcel No: 1C060A290030
Project Description: Construction of a detached greenhouse. Modified 05/29/2012 for structural changes to roof.	

Parcel Information : JUNEAU TOWNSITE BL 29 LT 2

Setbacks:	Zone: D18:	Firm Zone: C
Front: 10.00 Ft SE	Side 1: 5.00 Ft NE	
Rear: 10.00 Ft NW	Side 2: 5.00 Ft NW	
Street Side:		
Comments: Front lot line is inferior edge of sidewalk. Front yard setback reduced to 10 ft per CBJ 49.25.430(4)(K). OK		

Owner:

VANCE F PUTMAN
KIMBERLY A HOMME
PO BOX 020473
JUNEAU AK 99802-0473

Applicant:

FATE PUTMAN
PO BOX 020473
JUNEAU AK 99802

Fee Type	Date	Receipt	Amount Paid
BLD- Bldg Permit Fee	03/18/2009	10000	\$40.92
BLD- Res Plan Review	03/18/2009	10000	\$20.46
BLD- Addl Plan Review Fee	06/07/2012	00176	\$27.00
Total Fees Paid:			\$88.38

Valuation for Permit Fee Calculations:		
S.F.	Type	Amount
		0.00
Total Valuation:		\$1,238.40

Project Conditions and Holds:

Custom Condition no holds or warn - Framing and anchoring of structure must be per approved engineered plans, any changes or modification to plans must be approved by project engineer in writing.

Asbuilt Survey Required - Asbuilt Survey Required before final inspection approval.

Foundation Setback Verification - Foundation Setback Verification (yellow form) must be on site when pour inspection or placement of other foundation systems occurs.

Approved Plans On Site - CBJ approved plans must be on site and available to the inspector. Inspections will not be performed and additional fees may apply if approved plans are not available to the inspectors.

Inspections Required: Call for inspection before covering or concealing any of the work described below. Inspections may be combined.

B-Setback Verification	B-Foundation, Forms and Reinforcing Steel	B-Framing
B-Rough Electrical	B-Building Final	E-Grading/Drainage

JUNEAU PERMIT CENTER - 230 S. Franklin Street - 4th Floor, Marine View Center - Mail: 155 S. Seward Street, Juneau, AK 99801
 Phone: 586-0770 - FAX: 586-3365 - Inspection Requests: 586-1703 - Email: permits@ci.juneau.ak.us
 Web Site: www.juneau.org/permits



Application Date: March 18, 2009

BUILDING PERMIT APPLICATION

NOTE: THIS IS NOT A BUILDING PERMIT

*NOTE: "Building Permit" is a generic term which includes Building Safety Inspections, Grading Permits, and permits for Electrical, Plumbing and Mechanical work.

Case No: **BLD2009-00103**

Case Description: Construction of a detached greenhouse. Modified 05/29/2012 for structural changes to roof.

Site Address: 114 SIXTH ST

Check No. of Existing Dwelling Units:

Parcel No: 1C060A290030

No. of New Dwelling Units:

Legal Description: JUNEAU TOWNSITE BL 29 LT 2

No. of Removed Dwelling Units:

Applicant : FATE PUTMAN
PO BOX 020473
JUNEAU AK. 99802:

PH1 586-2761

Owner: VANCE F. PUTMAN
KIMBERLY A HOMME
PO BOX 020473
JUNEAU AK 99802-0473

Contractor: OWNER/BUILDER

PH: _____ FAX: _____

Valuation for Permit Fee Calculations:

S.F.	Type	Rate	Amount
		0.00	
			1,238.40
Total Valuation:			\$1,238.40

Associated Cases:

None.

Parcel Tags:

Notes and Conditions:

Framing and anchoring of structure must be per approved engineered plans, any changes or modification to plans must be approved by project engineer in writing.

Asbuilt Survey Required before final inspection approval.

Foundation Setback Verification (yellow form) must be on site when pour inspection or placement of other foundation systems occurs.

Applicant's Signature
(Owner, Contractor or Authorized Agent)

Date

[Signature]
Staff Acceptance

I hereby certify that I have read and examined this application and know the same to be true and correct. I further certify that all provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. I understand that the granting of a permit does not presume to give authority to violate or cancel the provisions of any other federal, state or local law regulating construction or the performance of construction.

JUNEAU PERMIT CENTER - 230 S. Franklin Street - 4th Floor, Marine View Center - Mail: 155 S. Seward Street, Juneau, AK 99801
Phone: 586-0770 - FAX: 588-3365 - Inspection Requests: 586-1703 - Email: permits@ci.juneau.ak.us
Web Page: HTTP://WWW.JUNEAU.ORG/PERMITS



BUILDING PERMIT

Permit No.
BLD2009-00103
Proj #: BLD2009-00103

* NOTE: "Building Permit" is a generic term which includes Building Safety Inspection, Grading Permits, and permits for Electrical, Plumbing and Mechanical work.

Your special attention is called to the following:

This permit is granted on the express conditions that the construction shall, in all respects, conform to the ordinances of the City and Borough of Juneau. It may be revoked at any time upon violation of any of said ordinances.

The granting of this permit does not authorize the violation of any federal, state or local law regulating construction for the violation of the terms of any deed or covenant or any zoning or other regulation.

If plan review was required, this permit must be attached to the approved drawings. The permit, plans and record of inspections must be available on site at all times while the construction is in progress and before final inspection.

The yellow posting notice must be prominently displayed to show a permit has been issued and to assist the inspectors in location of the project. This permit becomes null and void if work or construction authorized is not commenced within one year or if work or construction is suspended or abandoned for a period of one year at any time after work has commenced.

Note: City Ordinances REQUIRE a Final Inspection be approved for every Building Permit.

Inspections

Inspections can be arranged by telephoning 586-1703 or by written or faxed notification.

The Online Building Inspection Request Form is at: www.juneau.org/permits/inspect_request.php.

Work shall not proceed until the inspector has approved the various stages of construction. An approved Final Inspection is required.

Call before 7:30 AM for same day inspections.

Please provide the following information: 1 Permit Number, 2 Address, 3 Type of Inspection, 4 Date and Time and 5 Contact Name and Phone Number.

Job Address:	114 SIXTH ST	Issued Date:	4/3/2009
Permit Number:	BLD2009-00103	Parcel No:	1C060A290030
Project Description:	PUTNAM GREENHOUSE Construction of a detached greenhouse.		

Parcel Identification:	JUNEAU TOWNSITE BL 29 LT 2
------------------------	----------------------------

Setbacks:	Zone: D18	Firm Zone: C
Front: 10 Ft. SE	Side 1: 5 Ft. NE	
Rear: 10 Ft. NW	Side 2: 5 Ft. NW	
Comments: Front lot line is interior edge of sidewalk. Front yard setback reduced to 10 ft per CBJ 49.25.430(4)(c), OK		

Owner: VANCE F PUTMAN	Applicant: FATE PUTMAN
Address:	Address: PO BOX 20473
City: JUNEAU, AK 99802	City: JUNEAU, AK 99802

Fee Type	Date	Receipt	Amount Paid	Valuation for Permit Fee Calculations:	
1 Permit Fee	3/18/2009	27331	40.92	BUILDING PERMIT	UTIL - Greenhouse
1 Residential Plan Revie	3/18/2009	27331	20.46		
Total Fees Paid:			61.38	Total Valuation:	1,238.40

Project Conditions and Holds:
1 Asbuilt Survey Required before final inspection approval.
2 Foundation Setback Verification (yellow form) must be on site when pour inspection or placement of other foundation systems occurs.
3 Framing and anchoring of structure must be per approved engineered plans, any changes or modification to plans must be approved by project engineer in writing.

Inspections Required: Call for inspection before covering or concealing any of the work described below. Inspections may be combined.					
100	Insp - Setbacks	105	Foundation Setback form	115	Insp - Stemwalls/Form/Rebar
140	Insp - Rough Framing	150	Insp - Rough Electrical	260	Insp - Grading/Drainage
800	Insp - Residential Final				

JUNEAU PERMIT CENTER - 230 S. Franklin Street - 4th Floor, Marine View Center - Mail: 155 S. Seward Street, Juneau, AK 99801
Phone: 586-0770 - FAX: 586-3365 - Inspection Requests: 586-1703 - Email: permits@ci.juneau.ak.us

Staff Review Sheet

Planner

Permit Intake Initials: *UJF*

FIRE ZONE ENG WAT SEW ARCH STRUC PLUM MECH ELEC ACCESS SPEC/INSP

3/18/2009

Project Name: **PUTNAM GREENHOUSE**

Case No: **BLD2009-00103**

Site Address: **114 SIXTH ST**

Parcel No: **1C060A290030**

Desc: Construction of a greenhouse.

Residential ADD SF New Dwelling Units: 0
 FCC Code: 438 Existing Dwelling Units: 1
 Type of Construction: _____ Occupancy Class: U
 Sprinkler Substitute for Type A Construction: YES NO
 Sprinkler System: FULL PARTIAL NONE Required: YES NO
 Alarm System: FULL PARTIAL NONE Required: YES NO
 Code Edition: 2009 RPL/700 Code Review by: TJS Date: 4/3/09

Fees Assessed at Application:

Fee Type	Amount
1 Permit Fee	40.92
1 Residential Plan Review	20.46
Total Fees:	61.38

Valuation at Application:

S.F.	Type	Rate	Amount
120	UTIL - Greenhouse	10.32	1,238.40
Total Valuation:			1,238.40

Fees Paid at Application:

Date Paid	Receipt	Check	Paid
3/18/2009	27331	281	61.38
1 Permit Fee			40.92
1 Residential Plan Review			20.46
Total Fees Paid:			61.38

LAND USE

ZONE/UNITS D18/1
 WETLAND Unknown
 FLOOD ELEV _____
 FIRM ZONE C
 FIRM MAP _____
 LOT SIZE 4,893 SF
0.1 ACRES
 SETBACKS
 Front 20' 10"
 Rear 10
 Side 5
 Other 5
 PARKING 12
 ANADROMOUS /
 EAGLES NEST /

ENGINEERING/PUB WORKS

CITY WATER Units: _____
 Case No: _____
 Service Size: _____
 Fire Line Size: _____
 Metered: _____
 Extended Pmt #: _____
 CITY SEWER Units: _____
 Case No: _____
 Bond Case No: _____
 Other Case No: _____
 ADEC Sewer No: _____

PLAN REVIEW APPROVALS

	Initials	Date
Fire		
<input checked="" type="checkbox"/> Zoning	<i>ESG</i>	<i>3/23/09</i>
<input checked="" type="checkbox"/> Engineering	<i>MJM</i>	<i>3/20/09</i>
Water		
Sewer		
<input checked="" type="checkbox"/> Architectural	<i>JS</i>	<i>4/3/09</i>
<input checked="" type="checkbox"/> Structural	<i>JS</i>	<i>4/3/09</i>
Plumbing		
Mechanical		
Electrical		
Access		
Spcl Insp Form		

PERMIT ISSUANCE FEES

Grading Plan Review Fee	\$
Adjusted Plan Review Fee	\$
Fast Track Fee	\$
Early Start Fee	\$
Building Permit Fee	\$
Water Assessment Fee	\$
Sewer Assessment Fee	\$
Sewer Inspection Fee	\$
Grading Permit Fee	\$
Driveway Permit Fee	\$
Bond for	\$
Other	\$
Total Issuance Fees	\$

LAND USE PERMITS

WATER CONNECTION PERMITS

I hereby acknowledge receipt of _____ inch meter yoke.
 X _____
 Date _____

APPROVED FOR ISSUANCE

Signature

 Signature: _____
 Date: 4/3/09

PERMIT ISSUANCE PAYMENTS

Date	Receipt	Check	Amount
			\$
			\$
			\$

PARCEL TAGS:

This property (or structure) has been identified in the Draft Historic Preservation Plan of Dec 1997 as a historic resource which may require documentation prior to demolition. See Title 19.01.102.8.2.

CONDITIONS AND HOLDS ON PERMIT: (Continued on back of sheet)

- As-Built Survey Required
- Foundation Setback Verification



Application Date: March 18, 2009

BUILDING PERMIT APPLICATION

NOTE: THIS IS NOT A BUILDING PERMIT

* NOTE: "Building Permit" is a generic term which includes Building Safety Inspections, Grading Permits, and permits for Electrical, Plumbing and Mechanical work.

Project Name: **PUTNAM GREENHOUSE**

Case No: **BLD2009-00103**

Project No: BLD2009-00103

Case Description: Construction of a greenhouse.

Site Address: 114 SIXTH ST

Check No. of Existing Dwelling Units:

Parcel No: 1C060A290030

No. of New Dwelling Units:

Legal Description: JUNEAU TOWNSITE BL 29 LT 2

Applicant: **FATE PUTMAN**
Address: PO BOX 20473
City: JUNEAU, AK 99802

PH1 586-2761

Owner: **VANCE F PUTMAN**
Address: PO BOX 020473
City: JUNEAU, AK 99802
PH1 20040305

Contractor: OWNER/BUILDER

Valuation for Permit Fee Calculations:

Description	S.F.	Type	Amount
BUILDING PERMIT	120	UTIL - Greenhouse	1,238.40
Total Valuation:			1,238.40

Permit Fees Paid at Application:

Fee Type	Date Paid	Receipt	Check or Credit #	Amount Paid
1 Permit Fee	3/18/2009	27331	281	40.92
1 Residential Plan Review	3/18/2009	27331	281	20.46
Total Fees Paid:				61.38

Associated Cases:

None.

Parcel Tags:

This property (or structure) has been identified in the Draft Historic Preservation Plan of Dec 1997 as a historic resource which may require documentation prior to demolition. See Title 19.01.102.6.2.

Notes and Conditions:

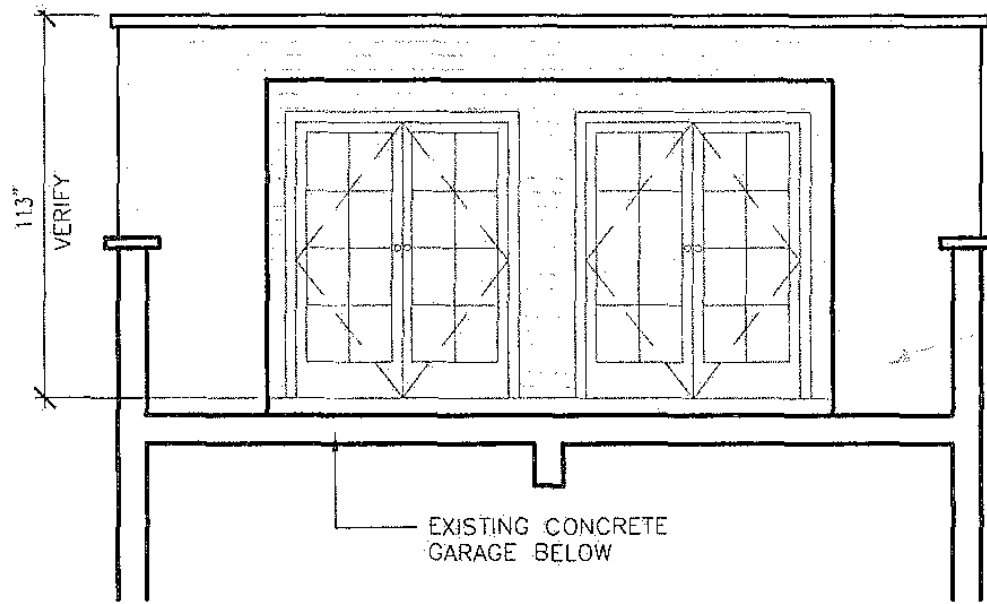
Applicant's Signature
(Owner, Contractor or Authorized Agent)

3/18/09
Date

Staff Acceptance

I hereby certify that I have read and examined this application and know the same to be true and correct. I further certify that all provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. I understand that the granting of a permit does not presume to give authority to violate or cancel the provisions of any other federal, state, or local law regulating construction or the performance of construction.

JUNEAU PERMIT CENTER - 230 S. Franklin Street - 4th Floor, Marine View Center - Mail: 155 S. Seward Street, Juneau, AK 99801
Phone: 586-0770 - FAX: 586-3365 - Inspection Requests: 586-1703 - Email: permits@ci.juneau.ak.us
Web Page: HTTP://WWW.JUNEAU.ORG/PERMITS

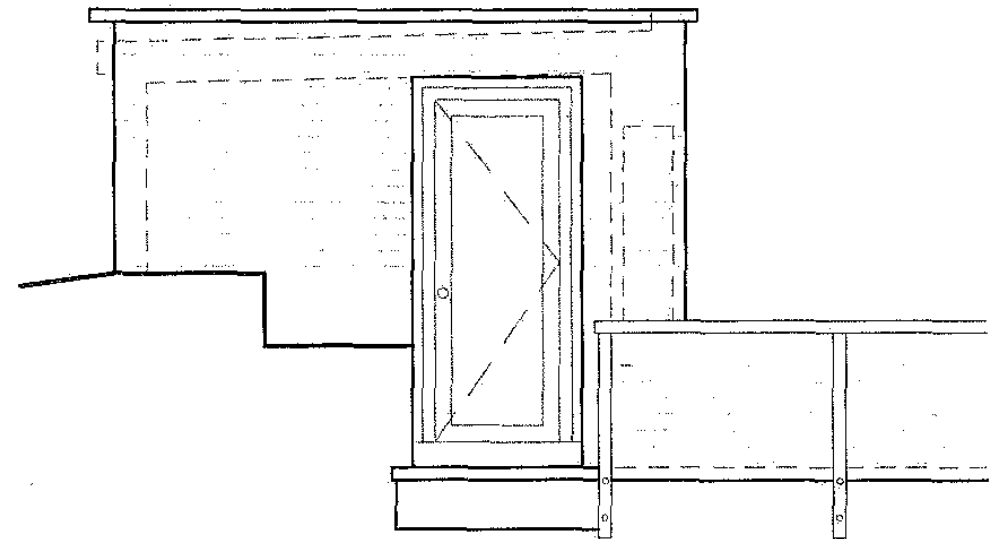


RECEIVED
MAY 20 2010
CENTERS FOR

PAID 100.00
4 GUARDIAN PER
2006 F.R.C.


NorthWind Architects LLC
 119A 2ND ST.
 JUNEAU, AK 99801
 PH #907.586.6150
 FX #907.555.6181
 WWW.NORTHWINDARCH.COM

① EAST ELEVATION
1/4" = 1'



② NORTH ELEVATION
1/4" = 1'



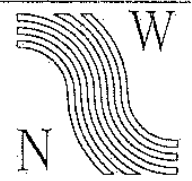
PUTMAN GREENHOUSE
 114 SIXTH STREET
 JUNEAU, ALASKA 99801

NO. OF SHEETS

ELEVATIONS

DATE	3-12-10
DESIGNER	SMB
PREPARED BY	FKD

A2.0



NorthWind Architects LLC

119A 2nd St.
Juneau, AK 99801
Ph #907.586.6150
Fx #907.586.6181
www.northwindarch.com

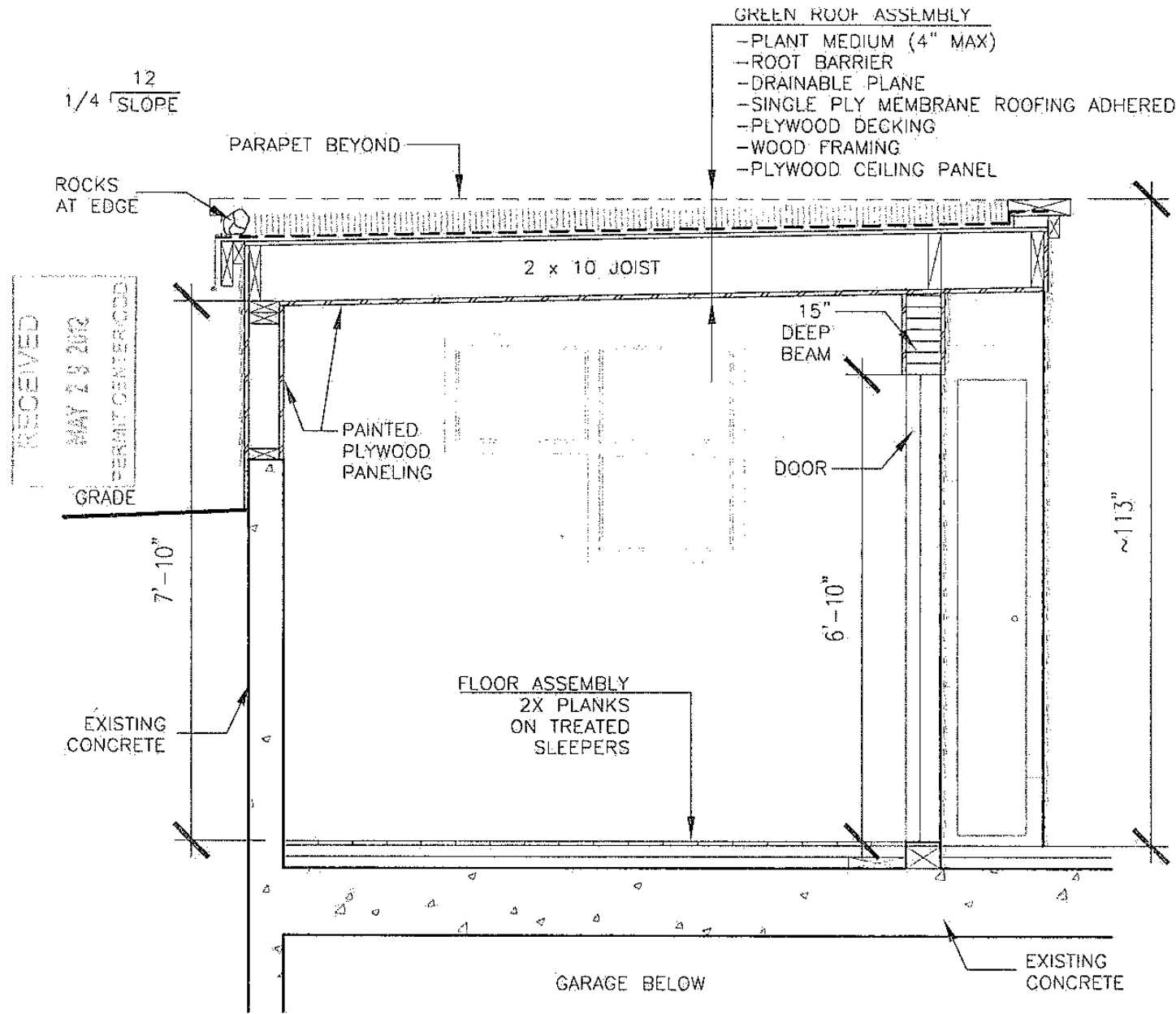
PUTMAN GREENHOUSE

114 SIXTH STREET
JUNEAU, ALASKA 99801

SECTION

DATE 3-12-10
DRAWN SAM
CHECKED FKP

A3.0

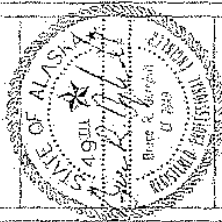


1 SECTION
1/2" = 1'



Attachment E - 2009 Building Permit for Greenhouse Over Garage

ENGINEERING
BRUCE R. BERNHILF, P.E.
 Civil & Structural Engineer
 800 West 7th St.
 Juneau, AK 99801
 Phone: 586-5011
 Fax: 586-5077
 Cell: 927-1982
 Email: bernhilf@bruce-engineering.com



1. MARKET 105E
 1. MARKET 105E
 1. MARKET 105E

BUTNAM GREENHOUSE
 114 SIXTH STREET
 JUNEAU, ALASKA

PROOF FRAMING PLAN
 & SHEARWALLS, BELOW

1. DATE 10/1/09

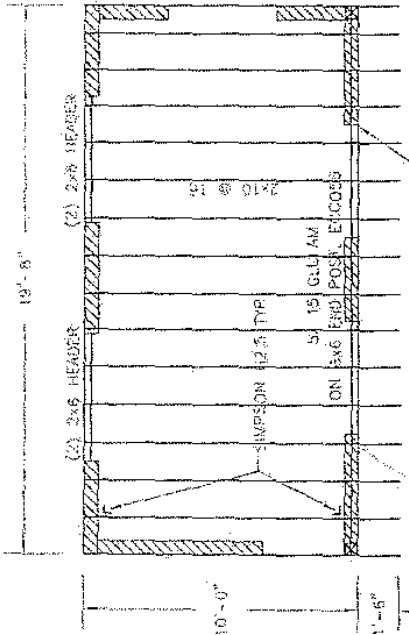
BUTNAM GREENHOUSE CONSTRUCTION NOTES

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA BUILDING CODE AND ALL APPLICABLE REGULATIONS.
 2. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA ELECTRICAL CODE AND ALL APPLICABLE REGULATIONS.
 3. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA MECHANICAL CODE AND ALL APPLICABLE REGULATIONS.
 4. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA PLUMBING CODE AND ALL APPLICABLE REGULATIONS.
 5. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA FIRE CODE AND ALL APPLICABLE REGULATIONS.
 6. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA SAFETY CODE AND ALL APPLICABLE REGULATIONS.
 7. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA HEALTH CARE CODE AND ALL APPLICABLE REGULATIONS.
 8. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA ENVIRONMENTAL CODE AND ALL APPLICABLE REGULATIONS.
 9. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA HISTORIC PRESERVATION CODE AND ALL APPLICABLE REGULATIONS.
 10. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA LAND USE CODE AND ALL APPLICABLE REGULATIONS.

FRAMING:
 1. ALL FRAMING SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA BUILDING CODE AND ALL APPLICABLE REGULATIONS.
 2. ALL FRAMING SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA ELECTRICAL CODE AND ALL APPLICABLE REGULATIONS.
 3. ALL FRAMING SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA MECHANICAL CODE AND ALL APPLICABLE REGULATIONS.
 4. ALL FRAMING SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA PLUMBING CODE AND ALL APPLICABLE REGULATIONS.
 5. ALL FRAMING SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA FIRE CODE AND ALL APPLICABLE REGULATIONS.
 6. ALL FRAMING SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA SAFETY CODE AND ALL APPLICABLE REGULATIONS.
 7. ALL FRAMING SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA HEALTH CARE CODE AND ALL APPLICABLE REGULATIONS.
 8. ALL FRAMING SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA ENVIRONMENTAL CODE AND ALL APPLICABLE REGULATIONS.
 9. ALL FRAMING SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA HISTORIC PRESERVATION CODE AND ALL APPLICABLE REGULATIONS.
 10. ALL FRAMING SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA LAND USE CODE AND ALL APPLICABLE REGULATIONS.

ROOFING:
 1. ALL ROOFING SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA BUILDING CODE AND ALL APPLICABLE REGULATIONS.
 2. ALL ROOFING SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA ELECTRICAL CODE AND ALL APPLICABLE REGULATIONS.
 3. ALL ROOFING SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA MECHANICAL CODE AND ALL APPLICABLE REGULATIONS.
 4. ALL ROOFING SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA PLUMBING CODE AND ALL APPLICABLE REGULATIONS.
 5. ALL ROOFING SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA FIRE CODE AND ALL APPLICABLE REGULATIONS.
 6. ALL ROOFING SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA SAFETY CODE AND ALL APPLICABLE REGULATIONS.
 7. ALL ROOFING SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA HEALTH CARE CODE AND ALL APPLICABLE REGULATIONS.
 8. ALL ROOFING SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA ENVIRONMENTAL CODE AND ALL APPLICABLE REGULATIONS.
 9. ALL ROOFING SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA HISTORIC PRESERVATION CODE AND ALL APPLICABLE REGULATIONS.
 10. ALL ROOFING SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA LAND USE CODE AND ALL APPLICABLE REGULATIONS.

GENERAL:
 1. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA BUILDING CODE AND ALL APPLICABLE REGULATIONS.
 2. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA ELECTRICAL CODE AND ALL APPLICABLE REGULATIONS.
 3. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA MECHANICAL CODE AND ALL APPLICABLE REGULATIONS.
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 10. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2009 ALASKA LAND USE CODE AND ALL APPLICABLE REGULATIONS.



1. MARKET 105E

ROOF FRAMING PLAN

RECEIVED
 JUL 28 2012
 PERMIT CENTER, CDD

Putman Greenhouse

114 E 6th St.

Juneau, AK

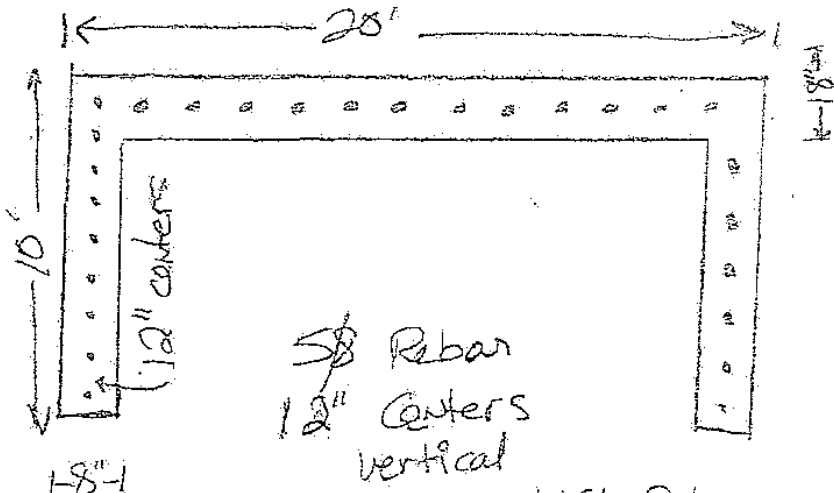
321-0773

Fate Putman

Foundation Drawing

TOP View

20 July 2012



5/8 Rebar
 12" Centers
 vertical

1' horizontal 5/8 Rebar

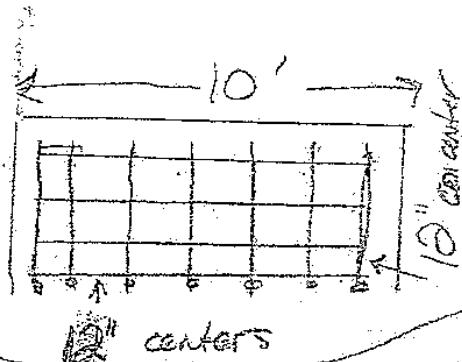
RECORD DRAWING BY FATE PUTMAN

Side view

West wall

Steel interior

Rebar 5/8

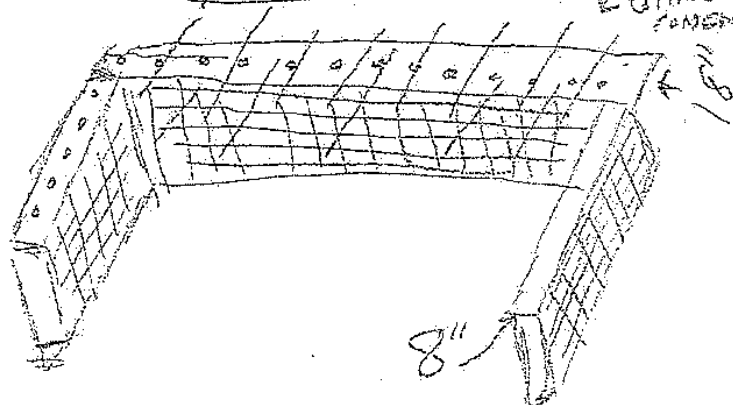


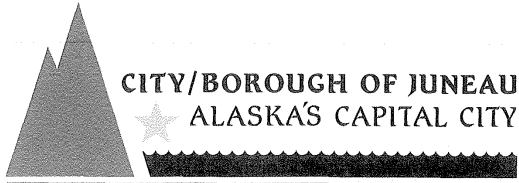
12" centers

5/8 Rebar
 drilled into
 concrete slab

Front View

Rebar 5/8





**PLANNING COMMISSION
NOTICE OF DECISION**

Date: October 23, 2013
File No.: USE2013 0016

Vance F Putman
PO Box 20473
Juneau, AK 99802

An after-the-fact Conditional Use Permit for a greenhouse constructed over a garage that encroaches 3 inches into the 10-foot front yard setback and 3 inches into the 5-foot side yard setback.

Application For: An after-the-fact Conditional Use Permit for a greenhouse constructed over a garage that encroaches 3 inches into the 10-foot front yard setback and 3 inches into the 5-foot side yard setback.

Legal Description: Juneau Townsite Block 29 Lot 2
Property Address: 114 Sixth Street
Parcel Code No.: 1-C06-0-A29-003-0
Hearing Date: October 22, 2013

The Planning Commission, at its regular public meeting, adopted the analysis and findings listed in the attached memorandum dated October 15, 2013 and approved the project to be conducted as described in the project description and project drawings submitted with the application.

Attachments: October 15, 2013 memorandum from Teri Camery, Community Development, to the CBJ Planning Commission regarding USE2013 0016.


This Notice of Decision does not authorize construction activity. Prior to starting any project, it is the applicant's responsibility to obtain the required building permits.

This Notice of Decision constitutes a final decision of the CBJ Planning Commission. Appeals must be brought to the CBJ Assembly in accordance with CBJ §01.50.030. Appeals must be filed by 4:30 P.M. on the day twenty days from the date the decision is filed with the City Clerk, pursuant to CBJ §01.50.030 (c). Any action by the applicant in reliance on the decision of the Planning Commission shall be at the risk that the decision may be reversed on appeal (CBJ §49.20.120).

Effective Date: The permit is effective upon approval by the Commission, October 22, 2013
Expiration Date: The permit will expire 18 months after the effective date, or April 22, 2015 if no Building Permit has been issued and substantial construction progress has not been made in accordance with the plans for which the development permit was authorized. Application for permit extension must be submitted thirty days prior to the expiration date.

Vance F Putman
File No.: USE2013 0016
October 23, 2013
Page 2 of 2


Project Planner:



Teri Camery, Senior Planner
Community Development Department



Michael Satre, Chair
Planning Commission



Filed With City Clerk

10/25/13

Date

cc: Plan Review

NOTE: The Americans with Disabilities Act (ADA) is a federal civil rights law that may affect this development project. ADA regulations have access requirements above and beyond CBJ-adopted regulations. Owners and designers are responsible for compliance with ADA. Contact an ADA - trained architect or other ADA trained personnel with questions about the ADA: Department of Justice (202) 272-5434, or fax (202) 272-5447, NW Disability Business Technical Center (800) 949-4232, or fax (360) 438-3208.

MEMORANDUM

CITY/BOROUGH OF JUNEAU
155 South Seward Street, Juneau, Alaska 99801

DATE: October 15, 2013

TO: Planning Commission

FROM: Teri Camery, Senior Planner
Community Development Department

FILE NO.: USE2013 0016

PROPOSAL: An after-the-fact Conditional Use Permit for a greenhouse constructed over a garage that encroaches 3 inches into the 10-foot front yard setback and 3 inches into the 5-foot side yard setback.

GENERAL INFORMATION

Applicant: Vance F Putman

Property Owner: Vance F Putman

Property Address: 114 Sixth Street

Legal Description: Juneau Townsite Block 29 Lot 2

Parcel Code Number: 1-C06-0-A29-003-0

Site Size: 4,893 square feet

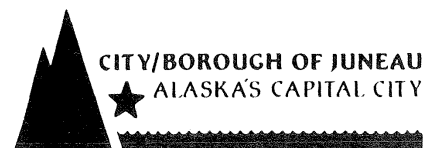
Comprehensive Plan
Land Use Designation: Medium Density Residential

Zoning: D-18

Utilities: CBJ Water and Sewer

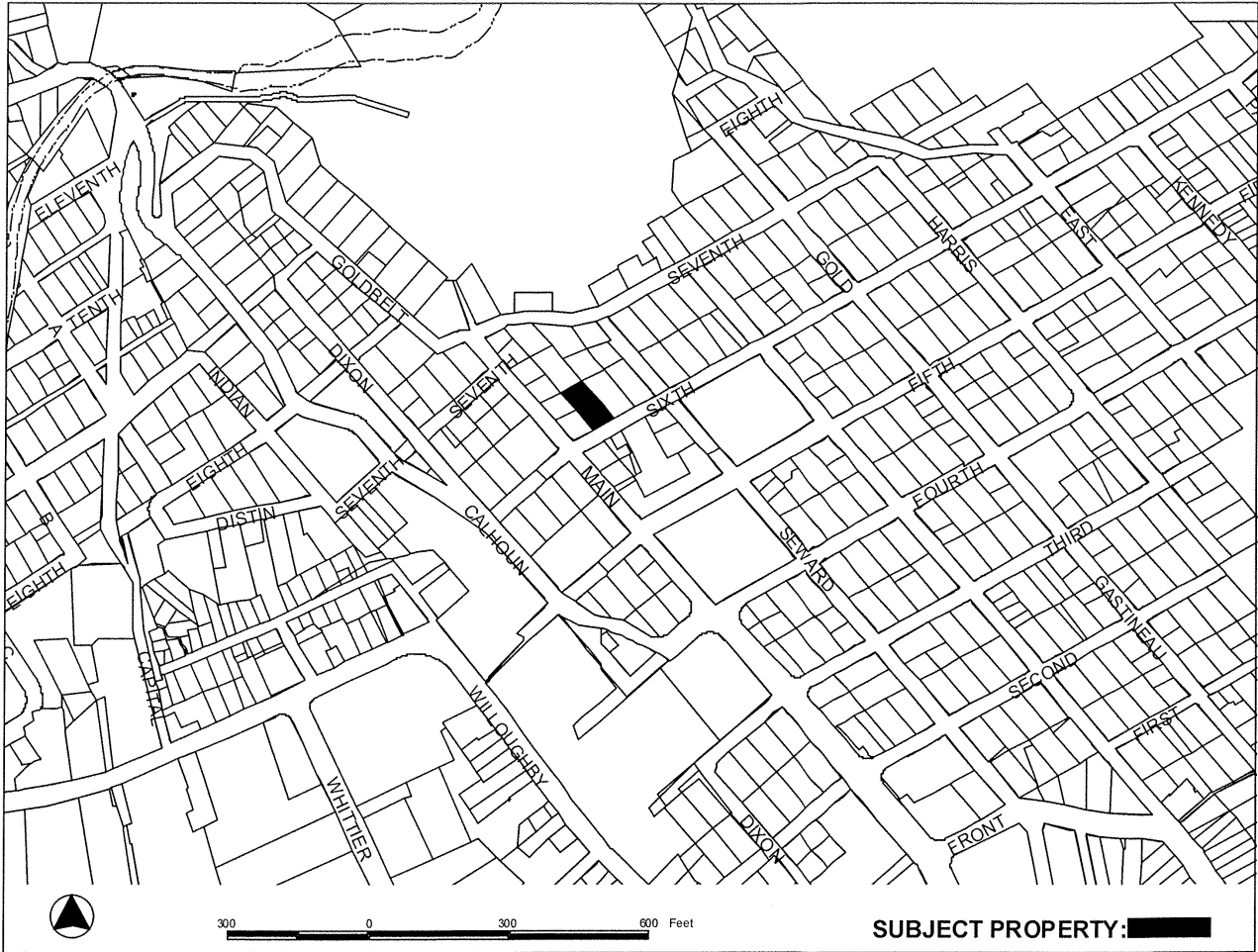
Access: Sixth Street

Existing Land Use: single-family dwelling



Surrounding Land Use:	North	-	D-18 Residential
	South	-	Sixth Street; D-18 Residential
	East	-	D-18 Residential
	West	-	D-18 Residential

Vicinity Map



ATTACHMENTS

- Attachment 1 Development Permit Application
- Attachment 2 Conditional Use Permit Application
- Attachment 3 Project Narrative
- Attachment 4 Survey
- Attachment 5 Building Permit plans
- Attachment 6 Applicant photos
- Attachment 7 Project elevation

PROJECT DESCRIPTION

The applicant requests a Conditional Use Permit for after-the-fact construction of a 10' x 20' greenhouse on top of a garage. The greenhouse encroaches three inches into the 10-foot front-yard setback in the southwest corner of the structure, and three inches into the five-foot side-yard setback in the northeast corner of the structure, due the slight angle of the garage. Setback encroachments that occur at the second story elevation or higher are reviewed through the Conditional Use Permit process instead of the Variance process, per CBJ Code 49.25.430(4)(M). The structure does not qualify under code sections that allow encroachments for minor issues both because it is heated and because it is on the second floor.

The greenhouse was constructed on top of a garage that was built in the 1950s at the zero foot-setback line. The garage is a legally non-conforming structure. The greenhouse encompasses approximately half the width of the garage, very close to the 10-foot front yard setback line. The three inch encroachment at the opposite corners of the greenhouse was discovered when the as-built survey was completed (Attachment 4). In both the southwest and northeast corners of the greenhouse, the structure encroaches three inches over a linear distance of approximately two feet. Due to the angle, the three inch encroachment does not extend the full length of either side of the greenhouse.

BACKGROUND

The lot has a legally non-conforming lot size and legally non-conforming front and side-yard setbacks. Assessor's Office records indicate that the home was built in 1914. In addition to the Conditional Use Permit, the applicant has also applied for an after-the-fact Variance for construction of a sauna in the northeast corner of the lot. Both encroachments were discovered only after the as-built survey was completed.

ANALYSIS

Project Site and Design -

The project is located on D-18 residential lot with a substandard lot size and substandard setbacks. The lot has a 35 degree slope. Building plans for the greenhouse have been included in Attachment 5, while elevations are included in Attachment 7. Photos are included in Attachment 6. The structure has been designed to blend well with both the garage and the single-family home.

Public Health or Safety –

No evidence indicates that the proposed development will negatively impact public health or safety.

Property Value or Neighborhood Harmony -

Due to the 35 degree slope of the property as well as the very minor three inch encroachment, no evidence indicates that the development will negatively impact views, light and air, property value, or neighborhood harmony.

Conformity with Adopted Plans -

The project substantially conforms with the 2013 Juneau Comprehensive Plan, specifically Policy 10.3 and 10.4, which state:

***Policy 10.3** [It is the policy of the CBJ] to facilitate residential developments of various types and densities that are appropriately located in relation to site conditions, surrounding land uses, and capacity of public facilities and transportation systems.*

***Policy 10.4** [It is the policy of the CBJ] to minimize conflicts between residential areas and nearby recreational, commercial, or industrial uses that would generate adverse impacts to existing residential areas through appropriate land use locational decisions and regulatory measures.*

The project conforms with these measures by constructing the greenhouse on top of an existing structure in a way that blends in with other structures on the lot and has minimal visual impact on the neighborhood.

FINDINGS

CBJ §49.15.330 (e)(1), Review of Director's Determinations, states that the Planning Commission shall review the Director's report to consider:

1. Whether the application is complete;

2. Whether the proposed use is appropriate according to the Table of Permissible Uses;
and,
3. Whether the development as proposed will comply with the other requirements of this chapter.

The Commission shall adopt the Director's determination on the three items above unless it finds, by a preponderance of the evidence, that the Director's determination was in error, and states its reasoning for each finding with particularity.

CBJ §49.15.330 (f), Commission Determinations, states that even if the Commission adopts the Director's determination, it may nonetheless deny or condition the permit if it concludes, based upon its own independent review of the information submitted at the public hearing, that the development will more probably than not:

1. Materially endanger the public health or safety;
2. Substantially decrease the value of or be out of harmony with property in the neighboring area;
or,
3. Not be in general conformity with the comprehensive plan, thoroughfare plan, or other officially adopted plans.

Per CBJ §49.15.330 (e) & (f), Review of Director's & Commission's Determinations, the Director makes the following findings on the proposed development:

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

Yes. We find the application contains the information necessary to conduct full review of the proposed operations. The application submittal by the applicant, including the appropriate fees, substantially conforms to the requirements of CBJ Chapter 49.15.

2. Is the proposed use appropriate according to the Table of Permissible Uses?

Yes. The requested permit is appropriate according to the Table of Permissible Uses. The permit is listed at CBJ §49.25.300, Section 49.25.300.1.110 for the D-18 zoning district.

3. Will the proposed development comply with the other requirements of this chapter?

Yes. The proposed development complies with the other requirements of this chapter. Public notice of this project was provided in the October 11, 2013 and October 18, 2013 issues of the Juneau Empire's "Your Municipality" section, and a Notice of Public Hearing was mailed to all property owners within 500 feet of the subject parcel. Moreover, a Public Notice Sign was posted on the subject parcel, visible from the public Right of Way.

4. *Will the proposed development materially endanger the public health or safety?*

No. Based on the preceding analysis, no available evidence indicates that the proposed development will materially endanger the public health or safety.

5. *Will the proposed development substantially decrease the value of or be out of harmony with property in the neighboring area?*

No. Based on the preceding analysis, no available evidence indicates that the proposed development will substantially decrease the value of or be out of harmony with property in the neighboring area. The setback encroachment is minor and does not block views due to the steep slope in the area.

6. *Will the proposed development be in general conformity with the land use plan, thoroughfare plan, or other officially adopted plans?*

Yes. The proposed development complies with the 2013 Juneau Comprehensive Plan, specifically policies 10.3 and 10.4 regarding residential development.

Per CBJ §49.70.900 (b)(3), General Provisions, the Director makes the following Juneau Coastal Management Program consistency determination:

7. *Will the proposed development comply with the Juneau Coastal Management Program?*


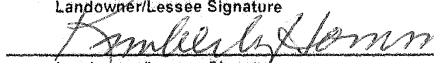

Not applicable.

RECOMMENDATION

Staff recommends that the Planning Commission adopt the Director's analysis and findings and grant the requested Conditional Use permit. The permit would allow the development of a greenhouse on top of an existing garage which would encroach three inches into the front and side yard setbacks.

(Conditional Use)
DEVELOPMENT PERMIT APPLICATION

Project Number	CITY and BOROUGH of JUNEAU	Date Received: 5/2/13
Project Name (City Staff to Assign Name)		

PROJECT / APPLICANT INFORMATION	Project Description AS-built survey of new structure discovered 3" encroachment into CBS sidewalk setback		
	PROPERTY LOCATION		
	Street Address 114 E 6th Street	City/Zip Juneau 99801	
	Legal Description(s) of Parcel(s) (Subdivision, Survey, Block, Tract, Lot) USS7 Juneau Townsite Block 29 Lot 2		
	Assessor's Parcel Number(s) 1 CO6A2900300		
	LANDOWNER/ LESSEE		
	Property Owner's Name V. Fate Putman and Kimberly Homme	Contact Person: E. Putman	Work Phone: 321-0773
	Mailing Address Box 20473 Juneau 99802	Home Phone: 321-0773	Fax Number:
	E-mail Address fateputman@gmail.com	Other Contact Phone Number(s): 463-4975 (M)	
	LANDOWNER/ LESSEE CONSENT <small>****Required for Planning Permits, not needed on Building/ Engineering Permits****</small>		
I am (we are) the owner(s) or lessee(s) of the property subject to this application and I (we) consent as follows: A. This application for a land use or activity review for development on my (our) property is made with my complete understanding and permission. B. I (we) grant permission for officials and employees of the City and Borough of Juneau to inspect my property as needed for purposes of this application.			
X	 Landowner/Lessee Signature	4/29/2013 Date	
X	 Landowner/Lessee Signature	4/29/2013 Date	
NOTICE: The City and Borough of Juneau staff may need access to the subject property during regular business hours and will attempt to contact the landowner in addition to the formal consent given above. Further, members of the Planning Commission may visit the property before the scheduled public hearing date.			
APPLICANT <small>If the same as OWNER, write "SAME" and sign and date at X below</small>			
Applicant's Name same		Contact Person:	
Mailing Address same		Home Phone:	
E-mail Address same		Other Contact Phone Number(s):	
X	 Applicant's Signature	4/29/2013 Date of Application	

OFFICE USE ONLY BELOW THIS LINE

Permit Type	Sign	Date Received	Application Number(s)
<input checked="" type="checkbox"/> Building/Grading Permit			
City/State Project Review and City Land Action			
Inquiry Case (Fee In Lieu, Letter of ZC, Use Not Listed)			
Mining Case (Small, Large, Rural, Extraction, Exploration)			
Sign Approval (If more than one, fill in all applicable permit #'s)			
Subdivision (Minor, Major, PUD, St. Vacation, St. Name Change)			
<input checked="" type="checkbox"/> Use Approval (Allowable, Conditional, Cottage Housing, Mobile Home Parks, Accessory Apartment)		5/2/13	use 13-016
Variance Case (De Minimis and all other Variance case types)			
Wetlands Permits			
Zone Change Application			
Other (Describe)			

Comments: _____

Attachment 1

Permit Intake Initials
ESF

NOTE: DEVELOPMENT PERMIT APPLICATION FORMS MUST ACCOMPANY ALL OTHER COMMUNITY DEVELOPMENT DEPARTMENT APPLICATIONS
 REFORMS\2010 Applications Revised November 2009

~~ALLOWABLE/CONDITIONAL USE PERMIT APPLICATION~~

Project Number	Project Name (15 characters)	Case Number <i>USE 13-016</i>	Date Received <i>5/21/13</i>
----------------	------------------------------	----------------------------------	---------------------------------

TYPE OF ALLOWABLE OR CONDITIONAL USE PERMIT REQUESTED

- Accessory Apartment*** (AAP) Driveway in Right-of-Way (ADW)
 Use Listed in §49.25.300 (USE)
 (Table of Permissible Uses)

Please list the Table of Permissible Uses Category: _____

***An Accessory Apartment Application will also be required.

DESCRIBE THE PROJECT FOR WHICH AN ALLOWABLE OR CONDITIONAL USE APPROVAL IS NEEDED.

As-built survey discovered 3" encroachment into CBT sidewalk setback. Greenhouse constructed 9' 9" back on one corner rather than 10'.

IS THIS A MODIFICATION OF AN EXISTING APPROVAL?

NO YES - Case # _____

CURRENT USE OF LAND OR BUILDING(S):

New structure is a recreation room, built on top of 1950 poured concrete garage. Rec. room is 9' above sidewalk and 9' 9" back.

PROPOSED USE OF LAND OR BUILDING(S):

recreation room and garage.

UTILITIES PROPOSED:

WATER: Public On Site

SEWER: Public On Site

SITE AND BUILDING SPECIFICS:

Total Area of Lot *5000* square feet Total Area of Existing Structure(s) _____ square feet

Total Area of Proposed Structure(s) *200* square feet

EXTERNAL LIGHTING:

see attached

Existing to remain No Yes - Provide fixture information, cutoff sheets, and location of lighting fixtures

Proposed No Yes - Provide fixture information, cutoff sheets, and location of lighting fixtures

PROJECT NARRATIVE AND SUBMITTAL CHECKLIST:

- | | |
|---|---|
| <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Site Plan <input checked="" type="checkbox"/> Floor Plan of proposed buildings <input checked="" type="checkbox"/> Elevation view of existing and proposed buildings <input checked="" type="checkbox"/> Proposed Vegetative Cover | <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Existing and proposed parking areas (including dimensions) and proposed traffic circulation <input checked="" type="checkbox"/> Existing Physical Features of the site (drainage, habitat, hazard areas, etc.) |
|---|---|

For more information regarding the permitting process and the submittals required for a complete application, please see the reverse side.

If you need any assistance filling out this form, please contact the Permit Center at 586-0770.

ALLOWABLE/CONDITIONAL USE FEES

Fees	Check No.	Receipt	Date
Application Fees	\$ <i>350.00</i>	_____	_____
Admin. of Guarantee	\$ _____	_____	_____
Adjustment	\$ _____	_____	_____
Pub. Not. Sign Fee	\$ <i>50.00</i>	_____	_____
Pub. Not. Sign Deposit	\$ <i>100.00</i>	_____	_____
Total Fee	\$ <i>500.00</i>	<i>212</i>	<i>cd03604 5/21/13</i>

NOTE: MUST BE ACCOMPANIED

Attachment 2

RMIT APPLICATION FORM

Conditional Use Permit application – Narrative and Attachments

Putman/Homme 114 E. 6th Street : CU Application Addendum

A 10'X 20' greenhouse structure was built on top of an existing concrete garage. (Bld. Permit # 2009-00103) The preexisting garage was constructed in approximately 1950. The concrete garage was constructed to the edge of the sidewalk on 6th Street and has been a grandfathered structure for the past 60 years.

The new greenhouse structure was built on back half of the 20'X20' garage roof. The greenhouse used the same footprint as the garage, which is slightly out of square. A subsequent as-built survey found that one corner of the new structure was not the full 10 feet back from the sidewalk edge. The SW corner of the roof eave encroaches 3 inches into the 10 foot setback. This is an overhanging eave and not part of the interior of the greenhouse building. The remainder of the greenhouse structure is behind the 10 foot setback. However, because of the overhanging eave, the SW corner of the greenhouse is 9'9" from the CBJ sidewalk.

A Conditional Use permit is required for the 3"encroachment into the 10 foot setback requirement. It is my request that this CU permit be granted to permit this encroachment. There is no impact on the public sidewalk below or any utility conflicts.

NE Corner of greenhouse

In addition to the overhanging eave, the As-built Survey determined that the Northeast corner of the garage/greenhouse encroaches into setback requirements with the adjoining lot. The NE corner of the garage footprint (circa 1950) extends into the side yard setback approximately 3 inches.

This encroachment occurs on the NE corner of both the garage and greenhouse structures. The remaining portion of the east side of the garage and greenhouse Structure does not protrude into the 5 foot setback. In this 20 foot span only the last five feet of the structures protrude into the setback. That is because the garage is square to the street but not square to the property line thus causing a side yard setback issue.

Property Values and Neighborhood Harmony

The addition and slight CBJ encroachment will not decrease the value of surrounding properties. The greenhouse was designed by Northwind Architects LLC, to have the same architectural style as the main home and preexisting Garage on the property. This blend of colors and building design allows the Greenhouse to complement the existing buildings and as a result, blends well with the neighborhood. The structure does

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MAY 02 2013
PERMIT CENTER/CDD

not affect any neighbor's light, air or views. (Note that the Lot 3 eastside neighbor has provided an Easement Agreement for the Variance application.)

- A. As-Built Survey, Site Plan, Elevation View, 3-page Floor Plan – attached Easement Agreement by east neighbor, also for related variance, attached
- B. There are No Parking issues with this application.
- C. There are No Traffic issues with this application.
- D. There is Lighting on the exterior of the structure. This exterior lighting is recessed up under the eaves so there is no light pollution from the structure.

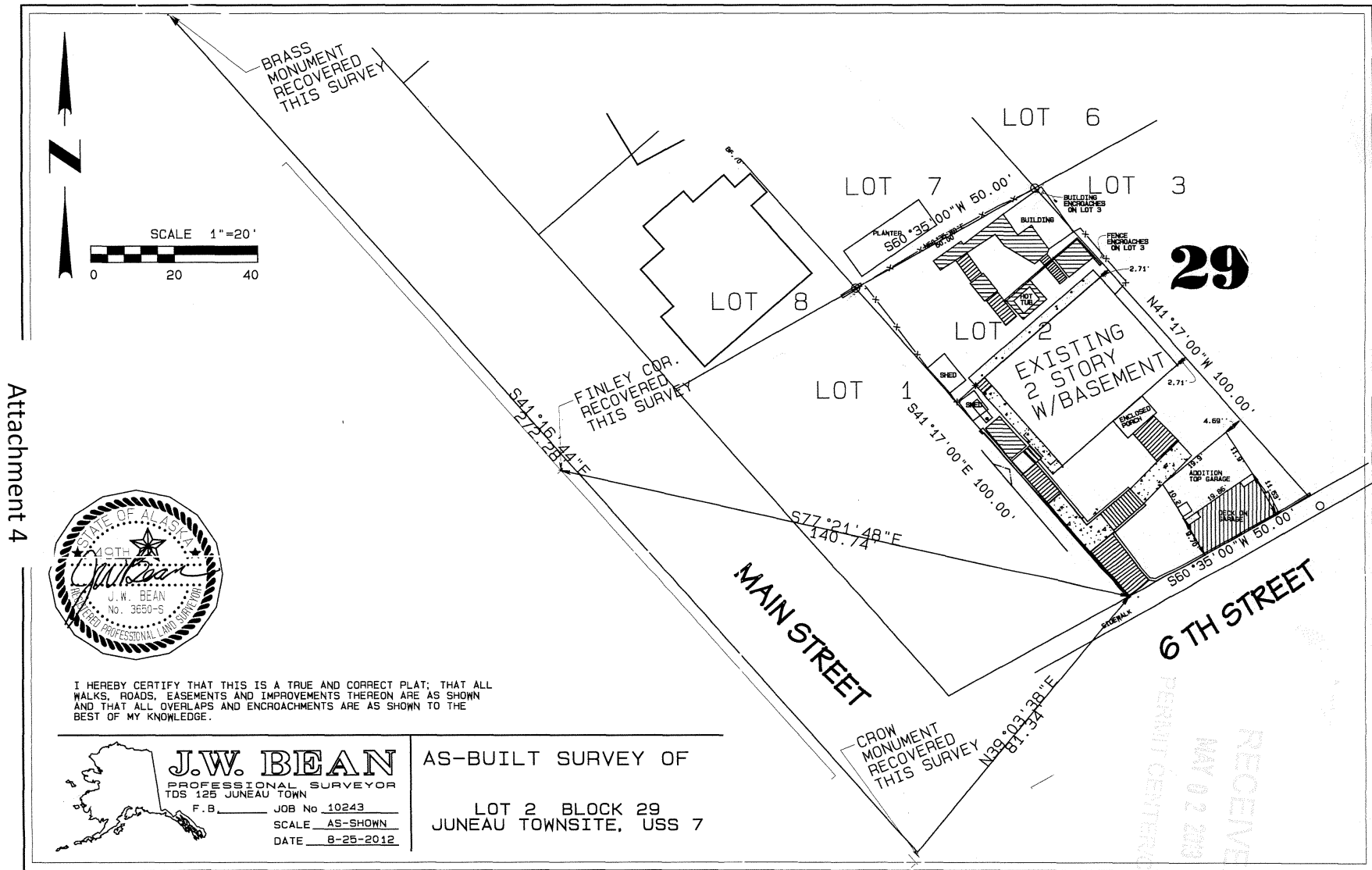
Exterior Lighting: Two exterior lights were incorporated into the greenhouse structure. One light is located on the alcove ceiling above the west facing entrance. This main entrance has a single door recessed into the structure 3 feet. This door setback is to both protect the door and match the garage architecture below. Above this door on the ceiling is an entrance light, placed there to both protect the light and minimize light intrusion outside. This door entry light has achieved those desired results.

A second exterior light is on the south side of the greenhouse, under the overhanging front eave. This also protects the fixture from the weather and minimizes light intrusion. Light is confined to the front deck of the garage roof and does not shed light on 6th Street or the sidewalk below. This exterior light has achieved the desired results of both protection and light shading.

E. Natural vegetation remains between Lot 2 and Lot 3; lilacs, Sitka Rose bushes and Hawthorn trees separate the two. This set of trees and shrubs creates a visual screen between properties and between the greenhouse and the neighbor's home on Lot 3. On the west side of the structure there is large flower garden.

F. The property is a Steep Hillside. That presents some challenges to development of the lot. However, the steep terrain has no impact on the greenhouse structure because it was built atop the existing poured concrete garage, as the foundation.

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PERMIT CENTER/ODD

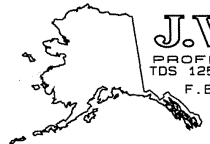


SCALE 1"=20'
0 20 40

29



I HEREBY CERTIFY THAT THIS IS A TRUE AND CORRECT PLAT; THAT ALL WALKS, ROADS, EASEMENTS AND IMPROVEMENTS THEREON ARE AS SHOWN AND THAT ALL OVERLAPS AND ENCROACHMENTS ARE AS SHOWN TO THE BEST OF MY KNOWLEDGE.



J.W. BEAN
PROFESSIONAL SURVEYOR
TDS 125 JUNEAU TOWN
F. B. _____
JOB No. 10243
SCALE AS-SHOWN
DATE 8-25-2012

AS-BUILT SURVEY OF
LOT 2 BLOCK 29
JUNEAU TOWNSITE, USS 7

RECEIVED
MAY 02 2013
PERMIT CENTER/DSD

Attachment 4

PUTMAN GREENHOUSE

114 SIXTH STREET
 JUNEAU, ALASKA 99801

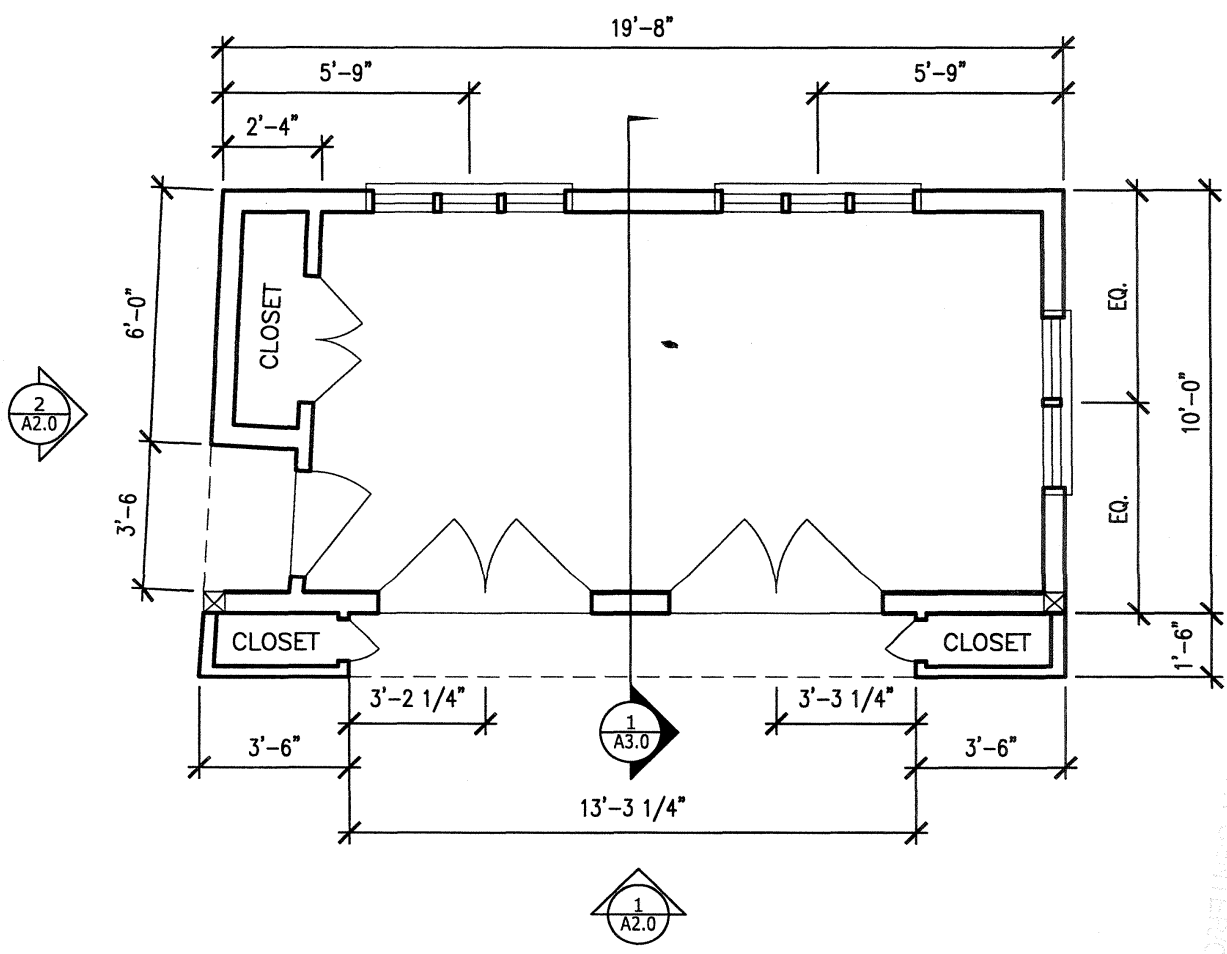
SHEET TITLE:
 PLANS

DATE: 3-12-10
 REVISION:
 CHECKED BY: SMB
 DRAWN: FKD

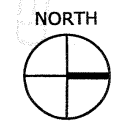
SHEET #

A1.0

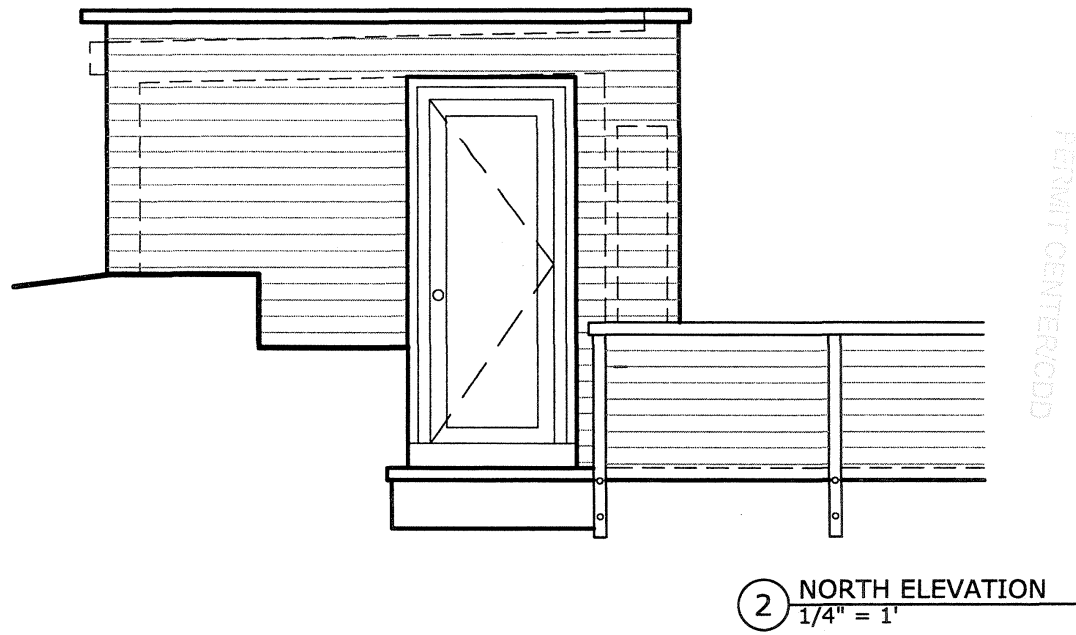
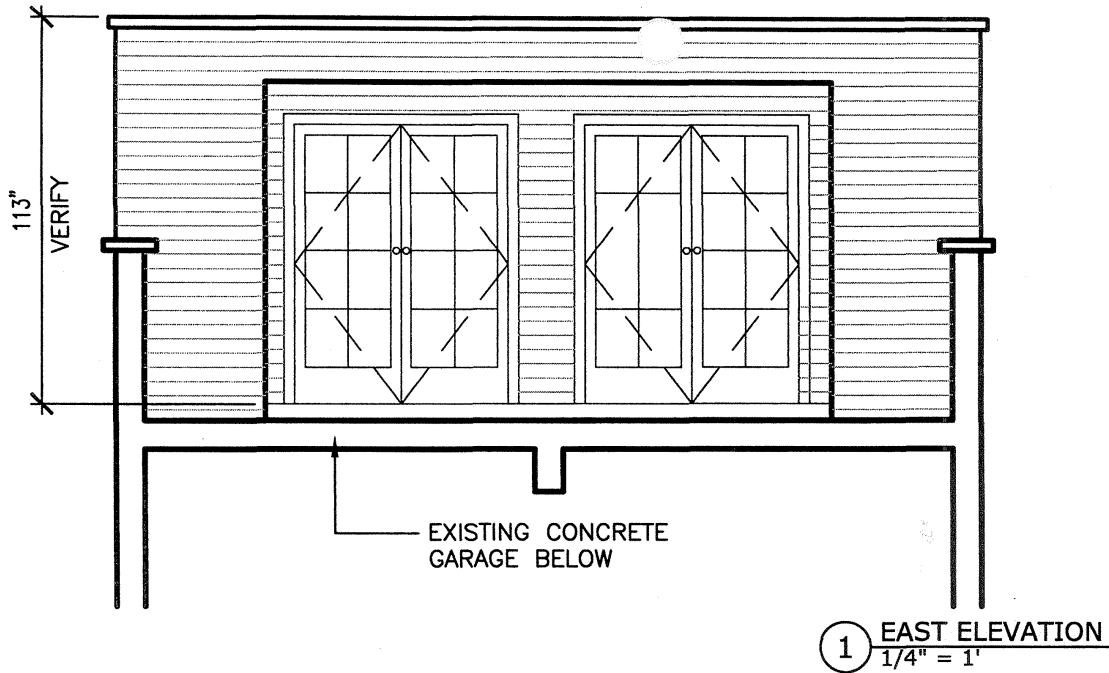
Attachment 5



1 FLOOR PLAN
 1/4" = 1'



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 MAY 02 2013
 PERMIT CENTER/CDD



RECEIVED
 MAY 02 2013
 PERMIT CENTER/RODD

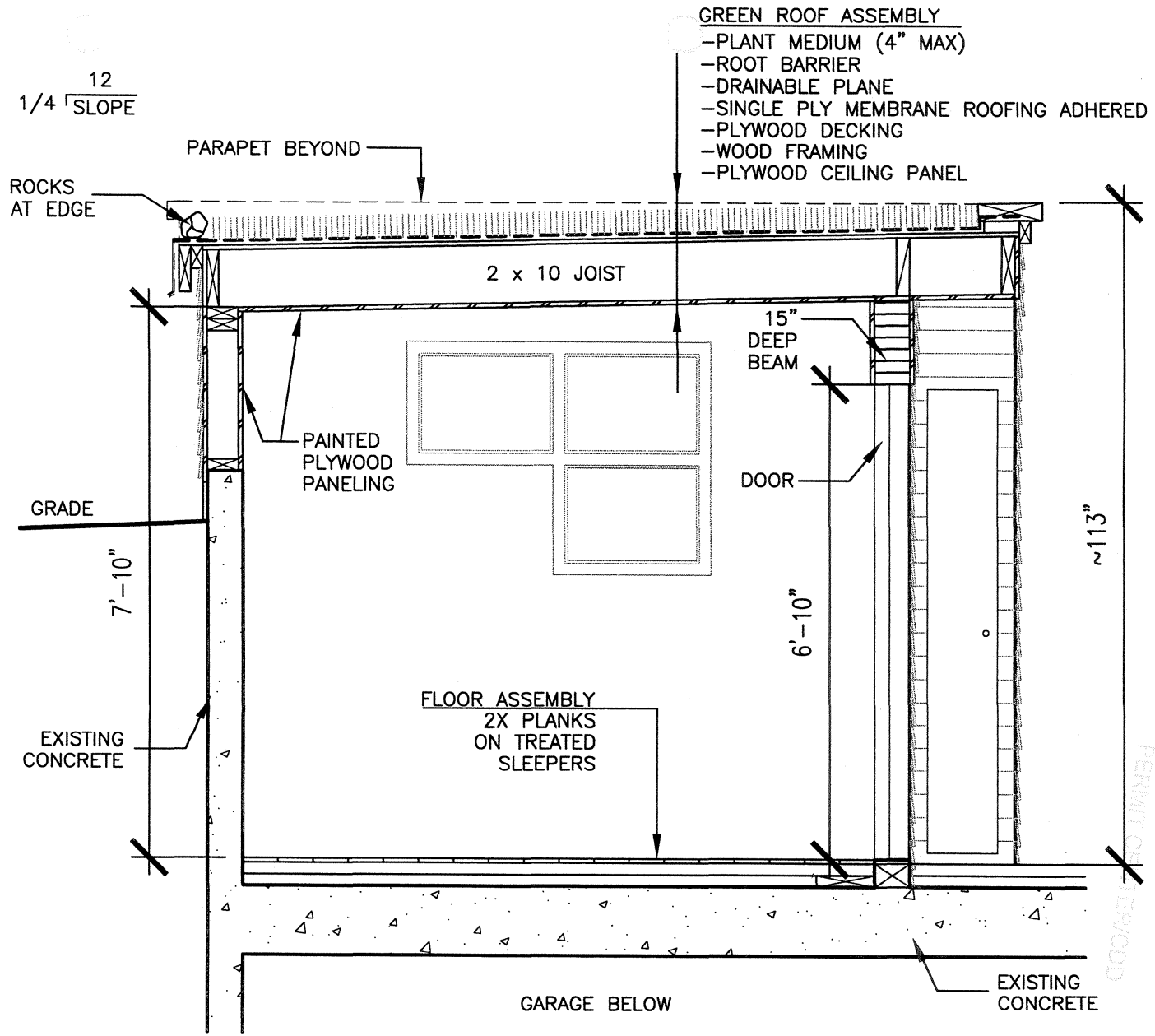



NorthWind
 Architects LLC
 119A 2ND ST.
 JUNEAU, AK 99801
 PH #907.586.6150
 FX #907.586.6181
 WWW.NORTHWINDARCH.COM

PUTMAN GREENHOUSE
 114 SIXTH STREET
 JUNEAU, ALASKA 99801

SHEET TITLE:	
ELEVATIONS	
DATE:	3-12-10
REVISION:
CHECKED BY:	SMB
DRAWN:	FKD
SHEET #	
A2.0	

12
1/4 SLOPE



- GREEN ROOF ASSEMBLY**
- PLANT MEDIUM (4" MAX)
 - ROOT BARRIER
 - DRAINABLE PLANE
 - SINGLE PLY MEMBRANE ROOFING ADHERED
 - PLYWOOD DECKING
 - WOOD FRAMING
 - PLYWOOD CEILING PANEL

NorthWind Architects LLC
 119A 2ND ST.
 JUNEAU, AK 99801
 PH #907.586.6150
 FX #907.586.6181
 WWW.NORTHWINDARCH.COM

PUTMAN GREENHOUSE

114 SIXTH STREET
 JUNEAU, ALASKA 99801

RECEIVED
 MAY 02 2010
 PERMIT CENTER/CDD

SHEET TITLE: SECTION

DATE:	3-12-10
REVISION:
CHECKED BY:	SMB
DRAWN:	FKD

1 SECTION
 1/2" = 1'



SHEET # **A3.0**



Attachment 6



Attachment 6



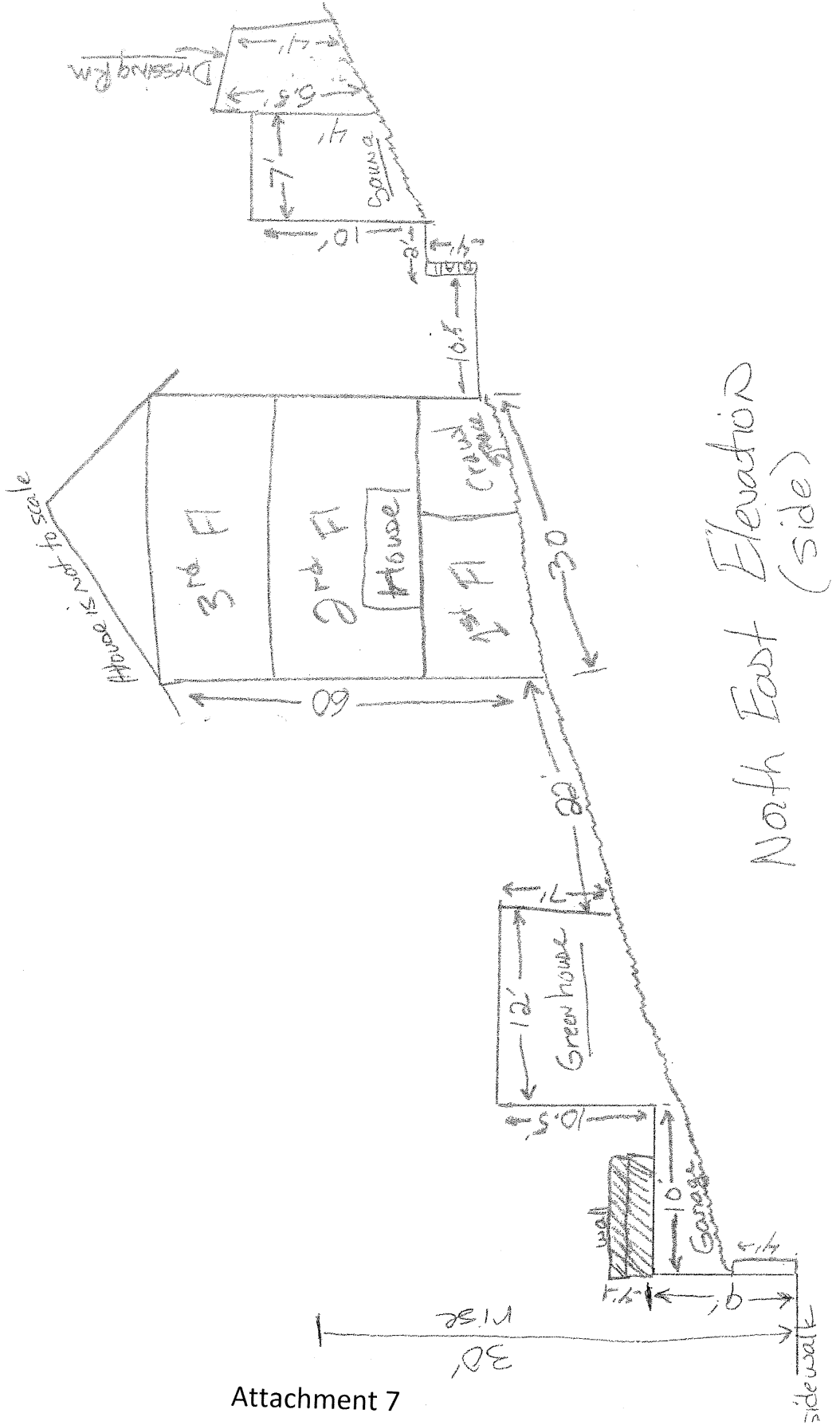
Attachment 6



Attachment 6

Attachment G - Excerpts from USE2013 0016

Putman Greens House / Sawa
 (CBJ Building Permit # BLD 2012-00155)

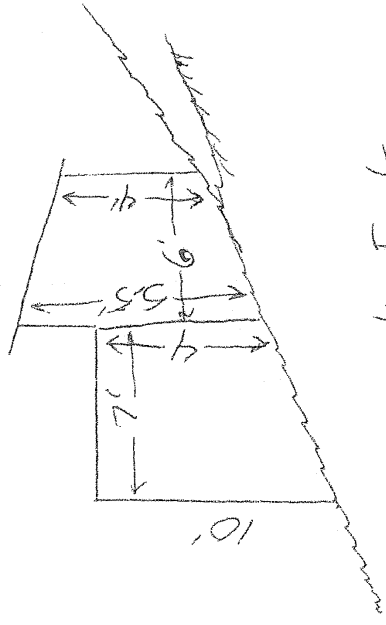


Attachment 7

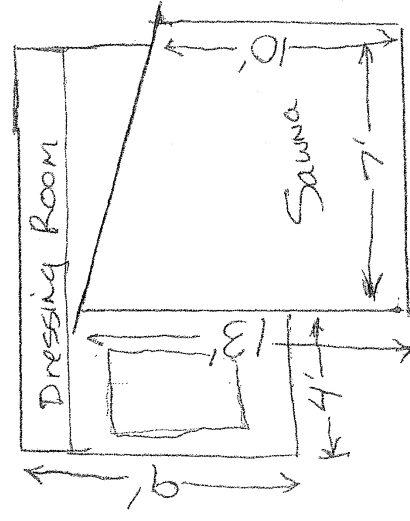
Received 11-8-12
 via email

Putman Greenhouse/Sauna
 (CBJ Permit # BLD 2008-04197)

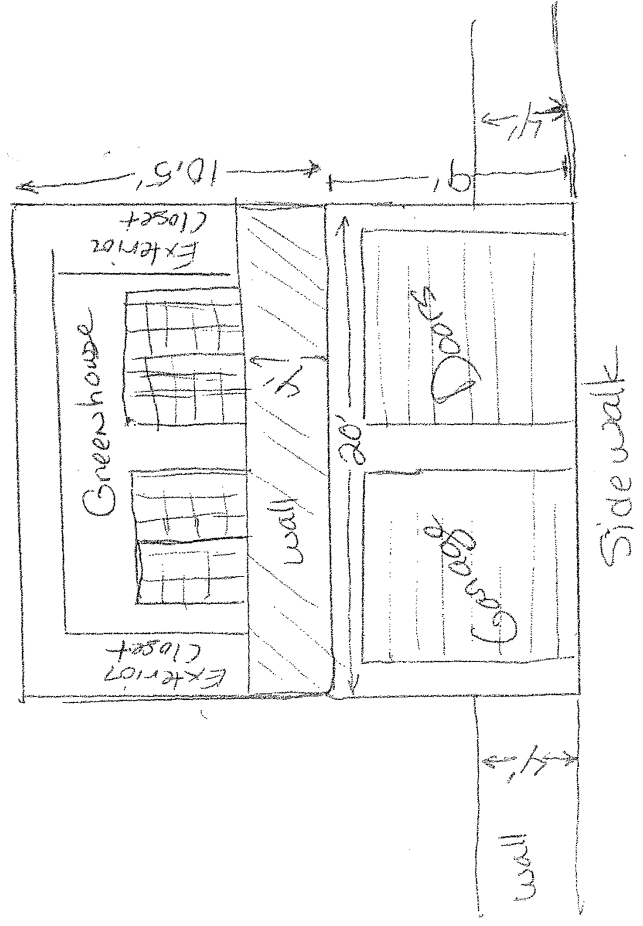
Northeast Elevation



South East Elevation



South east (Front) Elevation



via email



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

NONCONFORMING CERTIFICATE

***Revised – Noncompliant situation removed**

Date: September 3, 2021

File No.: NCC2021 0065

Kimberly Homme & Vance Fate Putman
P.O. Box 20473
Juneau, AK 99802

Proposal: A Nonconforming Situation Review for structures.

Property Address: 114 Sixth Street
Property Legal Description: Juneau Townsite Block 29 Lot 2
Property Parcel Code No.: 1C060A290030

The Director of Community Development adopted the analysis and findings listed in the attached memorandum dated August 20, 2021 and has found the following situations on the lot to be certified nonconforming to the Title 49 Land Use Code of the City and Borough of Juneau:

- Nonconforming Structures (49.30.250):
 - Zero foot front yard setback for the garage
 - 4.69 foot east side yard setback for the garage
 - 2.71 foot east side yard setback for the dwelling

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

CBJ 49.30.215: Accidental damage or destruction. Structures receiving a nonconforming certification may have the right to reconstruct a nonconforming structure per CBJ Chapter 49.30.

The Director of Community Development adopted the analysis and findings listed in the attached memorandum dated August 20, 2021 and has found the following situations on the lot to be noncompliant to the Title 49 Land Use Code of the City and Borough of Juneau:

- Noncompliant setbacks:
 - Two (2) sheds are noncompliant for west side yard setback requirement. In order to comply with the Land Use Code, the applicant must relocate the sheds to conform to the 3 foot setback in CBJ

File No.: NCC2021 0065
September 3, 2021
Page 2 of 2

49.25.430(4)(C)(iii) for unheated structures, or apply for a setback reduction through the Alternative Development Overlay District, or receive an approved Variance to reduce the side yard setback to zero.

- The property owners must bring the setback encroachment into compliance with the Land Use Code.

REVISION: In response to this decision, the property removed the noncompliant sheds. Staff was sent photographs to document the sheds removal. A site visit confirmed the sheds are no longer present on the lot.

THE NONCOMPLIANT SITUATION HAS BEEN REMOVED.

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

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

Project Planner: 

Allison Eddins, Planner II
Community Development Department



Jill Maclean, Director, AICP
Community Development Department

NOTE: The Americans with Disabilities Act (ADA) is a federal civil rights law that may affect this development project. ADA regulations have access requirements above and beyond CBJ-adopted regulations. Owners and designers are responsible for compliance with ADA. Contact an ADA - trained architect or other ADA trained personnel with questions about the ADA: Department of Justice (202) 272-5434, or fax (202) 272-5447, NW Disability Business Technical Center (800) 949-4232, or fax (360) 438-3208.



**DIRECTOR'S REVIEW STAFF REPORT
NONCONFORMING CERTIFICATION
NCC2021 0065**

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

DATE: August 20, 2021
TO: Jill Maclean, Director, AICP
BY: Allison Eddins, Planner II *A. Eddins*
PROPOSAL: A Nonconforming Situation Review for structures.

KEY CONSIDERATIONS FOR REVIEW:

- The residential structure was constructed in 1914, and the lot was platted in 1934, prior to the establishment of zoning.
- The garage was constructed in the 1950s, prior to the establishment of zoning.
- A greenhouse constructed on top of the garage received a Conditional Use Permit (USE2013 0016) for front and east side yard setback encroachments.
- The sauna received a Variance (VAR2013 0015) for the rear and east side yard setback encroachments.
- There are two 25 square-foot sheds encroaching into the west side yard setback. These sheds are noncompliant.

GENERAL INFORMATION	
Property Owner	Kimberly Homme and Vance Putman
Applicant	Kimberly Homme
Property Address	114 Sixth Street
Legal Description	Juneau Townsite Block 29 Lot 2
Parcel Number	1C060A290030
Zoning	D18
Lot Size	5,000 square feet
Water/Sewer	CBJ
Access	Sixth Street
Existing Land Use	Residential
Associated Applications	None

STAFF RECOMMENDATION:

Staff recommends the following situations receive Nonconforming Certification:

- Nonconforming Structures (49.30.250)

ABANDONMENT:

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

NONCOMPLIANCE:

- Two (2) sheds are noncompliant for setbacks.

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

CBJ 49.30.215: Accidental damage or destruction. Structures receiving a nonconforming certification may have the right to reconstruct a nonconforming structure per CBJ Chapter 49.30.

SITE FEATURES AND ZONING



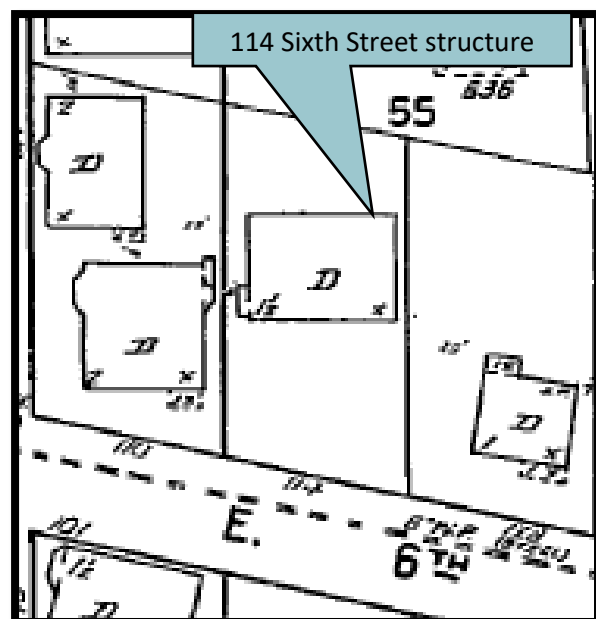
SURROUNDING ZONING AND LAND USES	
North (D18)	Residential
South (MU)	Office
East (D18)	Residential
West (D10)	Residential

SITE FEATURES	
Anadromous	None
Flood Zone	Zone X
Hazard	Low Risk Landslide Area
Hillside	No
Wetlands	No
Parking District	No
Historic District	No
Overlay Districts	Juneau ADOD

CURRENT ZONING MAP



1927 Tax Map



ZONING HISTORY

Year	Zoning District	Summary
1914	No Zoning	According to the CBJ Assessor's records, the dwelling was constructed in 1914 and predates zoning.
1934	No Zoning	The lot was platted in 1934 as part of the Juneau Townsite Subdivision (Plat 1934-1).
1956	R2 Residential	Zoning was established in Juneau in 1956. The lot and surrounding area was zoned R2. The minimum front yard setback was 15 feet; the minimum rear yard setback was 10 feet; and the minimum side yard setback was 5 feet. The dwelling became nonconforming for the east side yard setback. The garage became nonconforming for front and east side yard setbacks.
1969	RMM Multi-family	In 1969, the lot and surrounding area was rezoned to RMM. The minimum front yard setback was 15 feet; the minimum rear yard setback was 10 feet; and the minimum side yard setback was 5 feet. The dwelling remained nonconforming for the east side yard setback, and the garage remained nonconforming for front and east side yard setbacks.
1987	D18 Multi-family	In 1987, the lot and surrounding area was rezoned to D18. The minimum front yard setback became 20 feet; the minimum rear yard setback became 15 feet; and the minimum side yard setback remained at 5 feet. The dwelling remained nonconforming for the east side yard setback, and the garage remained nonconforming for front and east side yard setbacks.

BACKGROUND INFORMATION

The applicant requests a Nonconforming Certification for front and east side yard setbacks. Assessor's data indicates the dwelling was constructed in 1914. The earliest reference to the dwelling was found on a 1927 tax map. The garage was first referenced in a staff report for USE2013 0016. The 2013 staff report indicates the garage was constructed in the 1950s. Although the garage was not referenced on the 1969 tax maps, the staff report determined the garage to be nonconforming for the front and east side yard setbacks.

A greenhouse was constructed above the garage prior to 2013. The greenhouse received an after-the-fact Conditional Use Permit (USE2013 0016) to allow the second-story front and east side yard setback encroachments. The Conditional Use Permit makes the greenhouse compliant for setbacks.

A sauna was constructed in the rear of the lot prior to 2013. The lot received an after-the-fact variance (VAR 2013-15) to reduce the east side and rear yard setbacks to zero feet for the construction of the sauna. This variance makes the sauna conforming for setbacks.

A 2012 as-built indicates there are two sheds, approximately 25 square feet each, on the lot. The sheds have a zero-foot setback along the west side yard. Although building permits are not required for 25 square-foot sheds without electricity, sheds are not allowed to have a zero-foot setback. CBJ 49.25.430(4)(c)(iii) allows unheated structures to encroach into setbacks as long as the structures maintain a minimum setback of three feet. The sheds are noncompliant, and the property owner must bring the noncompliant structures into compliance with the Land Use Code setback requirements.

INFORMATION REVIEWED

Year	Type	Summary
1927	Tax Map	Indicates the residential structure predates zoning.
1934	Plat	Plat 1934-1 to determine when lot was created.
2012	As-built	Used to determine setbacks.
2013	CDD Staff Reports	USE2013 0016 and VAR2013 0015 used to determine greenhouse and sauna conformity.
2013	Aerial Photography	2013 aerial photography used to estimate lot coverage and vegetative cover.
2013	Assessor's Photography	To estimate building height and confirm off-street parking.
2020	Assessor's Records	To verify date of construction.
2021	Site Visit	To verify lot coverage, building heights, vegetative cover and the existence of two noncompliant sheds.

ANALYSIS

Zoning District Comparison Table – The table below lists the required standards for the D18 zoning district compared to the lot. A description of these situations is provided in the following sections. Items bolded do not meet current requirements.

Standard		D18 Requirement	Existing	Code Reference
Lot	Size	5,000 sq. ft.	5,000 sq. ft.	49.25.400
	Width	50'	50'	49.25.400
	Depth	80'	100'	49.25.400
Setbacks	Front	20'	0' (garage) 0' (greenhouse)	49.25.400
	Rear	10'	50' (residential structure) 0' (sauna)	49.25.400
	East Side	5'	2.71' (residential structure) 4.69' (garage) 4.69' (greenhouse)	49.25.400
	West Side	5' (Reduced to 3' for unheated structures)	0' (Noncompliant sheds)	49.25.400
Lot Coverage		50%	37%	49.25.400
Height	Permissible	35'	<35	49.25.400
	Accessory	25'	~20'	49.25.400
Maximum Dwelling Units		1	1	49.25.500
Use		Residential	Residential	49.25.300
Vegetative Cover		30%	32%	49.50.300
Parking		2	2	49.40.210(a)

Minimum Lot Requirements – The table above demonstrates that the lot meets the minimal lot size, lot width, and lot depth requirements for the D18 zoning district.

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

Minimum Setback Requirements – The dwelling and the garage were built prior to the establishment of zoning. The greenhouse received a Conditional Use Permit for the front and east side yard setback encroachments. The sauna received a Variance for the rear and east side yard setback encroachments. The lot contains two sheds that are noncompliant for the west side yard setbacks.

Finding: Staff finds the dwelling nonconforming for east side yard setbacks, and the garage nonconforming for front and east side yard setbacks.

Finding: Staff finds the two sheds noncompliant.

Lot Coverage – Based on 2013 aerial imagery and a 2021 site visit, maximum lot coverage is not exceeded.

Finding: Staff finds the lot conforming for lot coverage.

Structure Height – Assessor’s photos and site visit confirm that the structures do not exceed the maximum height limits.

Finding: Staff finds the structures conforming for height.

Residential Density – The lot contains a single-family dwelling. The assessor’s database indicates one unit.

Finding: Staff finds the lot conforming for residential density.

Use – The use of the lot is residential.

Finding: Staff finds the lot conforming for use.

Vegetative Cover – According to the GIS aerial imagery and a site visit, the minimum vegetative cover requirement is met.

Finding: Staff finds the lot conforming for vegetative cover.

Parking – CBJ 49.40.210 requires two off-street parking spaces. Back-out parking may be allowed for single-family dwellings in residential zoning districts per 49.40.230(b)(7)(A). 2013 Assessor photographs indicate two off-street parking spaces within the garage, which was confirmed with a site visit.

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

NONCOMPLIANT SITUATIONS

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

The lot contains two non-electrified sheds approximately 25 square feet each that are noncompliant for setbacks.

Finding: Staff finds the two shed structures noncompliant for setbacks. In order to comply with the Land Use Code, the applicant must relocate the sheds to comply with 3 foot setback requirement for unheated structures in CBJ 49.25.430(4)(C)(iii), apply for a setback reduction through the Alternative Development Overlay District, or receive an approved Variance to reduce the west side yard setback to zero.

ABANDONMENT

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

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

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

FINDINGS

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

Analysis: The dwelling and garage were constructed prior to the establishment of zoning.

Finding: Yes. The nonconforming situation was allowed when established.

Analysis: The sheds along the west side lot line encroach into the west side yard setback requirement for unheated structures. This encroachment was not approved.

Finding: Staff finds the sheds noncompliant for setbacks.

2. Has the nonconforming situation been abandoned?

Analysis: No information has been submitted that suggests the nonconforming situations have been abandoned.

Finding: No. The nonconforming situations have not been abandoned.

RECOMMENDATION

Staff recommends that the Director adopt the analysis and findings, and find the following situation on the lot to be NONCONFORMING to the Title 49 Land Use Code:

- Nonconforming structures (49.30.250):
 - Zero foot front yard setback for the garage
 - 4.69 foot east side yard setback for the garage
 - 2.71 foot east side yard setback for the dwelling

Staff recommends that the Director adopt the analysis and findings, and find the following situations NONCOMPLIANT to the Title 49 Land Use Code:

- Noncompliant setbacks:
 - Two (2) sheds are noncompliant for the west side yard setback. In order to comply with the Land Use Code, the applicant must relocate the sheds to conform to the 3 foot setback in CBJ 49.25.430(4)(C)(iii) for unheated structures, or apply for a setback reduction through the Alternative Development Overlay District, or receive an approved Variance to reduce the west side yard setback to zero.
 - The property owners must bring the setback encroachment into compliance with the Land Use Code.

STAFF REPORT ATTACHMENTS

Item	Description
Attachment A	Application Packet
Attachment B	Information Reviewed



DEVELOPMENT PERMIT APPLICATION

NOTE: Development Permit Application forms must accompany all other Community Development Department land use applications.

To be completed by Applicant	PROPERTY LOCATION	
	Physical Address 114 Sixth Street	
	Legal Description(s) (Subdivision, Survey, Block, Tract, Lot) Juneau Townsite Block 29 Lot 2	
	Parcel Number(s) 1-C06-0-A29-003-0	
	<input type="checkbox"/> This property located in the downtown historic district <input type="checkbox"/> This property located in a mapped hazard area, if so, which _____	
	LANDOWNER/ LESSEE	
	Property Owner Kimberly Homme/VanceFatePutman	Contact Person Kimberly Homme
	Mailing Address PO Box 20473 Juneau AK 99802	Phone Number(s) 907 321-2933
	E-mail Address Kimberly.homme@gmail.com	
	LANDOWNER/ LESSEE CONSENT Required for Planning Permits, not needed on Building/ Engineering Permits	
I am (we are) the owner(s) or lessee(s) of the property subject to this application and I (we) consent as follows: A. This application for a land use or activity review for development on my (our) property is made with my complete understanding and permission. B. I (we) grant permission for officials and employees of the City and Borough of Juneau to inspect my property as needed for purposes of this application.		
X	Kimberly Homme Landowner/Lessee Signature	8/9/21 Date
X	[Signature] Landowner/Lessee Signature	8/9/21 Date
NOTICE: The City and Borough of Juneau staff may need access to the subject property during regular business hours and will attempt to contact the landowner in addition to the formal consent given above. Further, members of the Planning Commission may visit the property before the scheduled public hearing date.		
APPLICANT If the same as OWNER, write "SAME"		
Applicant same	Contact Person	
Mailing Address	Phone Number(s)	
E-mail Address		
X	Applicant's Signature	Date of Application

DEPARTMENT USE ONLY BELOW THIS LINE

This form and all documents associated with it are public record once submitted.

NCC21-65

Intake Initials Bome
Case Number
Date Received

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED



APPLICATION FOR A NONCONFORMING CERTIFICATION REVIEW

See reverse side for more information regarding the permitting process and the materials required for a complete application.

NOTE: Must be accompanied by a DEVELOPMENT PERMIT APPLICATION form.

TYPE OF NONCONFORMING SITUATION (CHECK ALL THAT MAY APPLY)

USE STRUCTURE DENSITY PARKING LOT

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

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

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

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

Situation	Type of Documentation
substandard lot	Plat
substandard setbacks	as-built
	CBJ File No. USE 2013 0016
	CBJ File No. YAR 2013 0015

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

Maintained Situation	Type of Documentation
used as single family home since 1914	CBJ Historic Structures Database

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

ALL REQUIRED MATERIALS ATTACHED

- Complete Application (Per CBJ 49.30.310)
 - Narrative
 - As-built survey or similar document
 - Documentation
 - Fees

NONCONFORMING CERTIFICATION REVIEW FEES:

	Fees	Check No.	Receipt	Date
Application Fees	\$ 150.00			
Admin. of Guarantee	\$ _____			
Adjustment	\$ _____			
Total Fee	\$ 150.00			

This form and all documents associated with it are public record once submitted.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

For assistance filling out this form, contact the Permit Center 907-586-0770.

Case Number	Date Received
NCC 21-65	8/9/21

Attachment A - Application Packet

Nonconforming Certification Application Instructions

Nonconforming Situations is outlined in CBJ 49.30.310

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

Application: An application for a Nonconforming Certificate will not be accepted by the Community Development Department until it is determined to be complete. The items needed for a complete application are:

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

Document Format: All materials submitted as part of an application shall be submitted in either of the following formats:

1. Electronic copies in the following formats: .doc, .txt, .xls, .bmp, .pdf, .jpg, .gif, .xlm, .rtf (other formats may be preapproved by the Community Development Department).
2. Paper copies 11" X 17" or smaller (larger paper size may be preapproved by the Community Development Department).

Application Review: Once the application is determined to be complete, the Community Development Department will initiate the review and scheduling of the application. This process includes:

Review: As part of the review process, the Community Development Department will evaluate the application for consistency with all applicable City & Borough of Juneau codes. Depending on the details of the permit request, the application may require review by other City & Borough of Juneau departments. Applicants may be required to provide additional information and clarification.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Narrative for Application for a Nonconforming Certification Review.

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

The property at 114 Sixth Street has been a residential home since 1914. *The property doesn't meet current setback + lot size requirements for D18 zoning.*
A Conditional Use Permit was granted by CBJ for the 10' x 20' greenhouse on top of a garage. The property has a non-conforming lot size and non-conforming front and side-yard setback. As a result, a conditional use permit was granted for the Greenhouse after the as-built survey was completed.

Copies of the Notice of Decision / 2013 CBJ Correspondence are attached, of which includes the as-built agreement.

A Variance was granted by CBJ to reduce the 5' side yard set back to zero and the 10' rear yard setback to zero feet for construction of a sauna in the NW corner of the property. An easement agreement exists with the adjacent property owners, Richard and Kathy Ward, and recognizes the 3 inch encroachment and allows use and maintenance of the sauna structure on the property. The encroachment was determined after the as-built survey was completed.

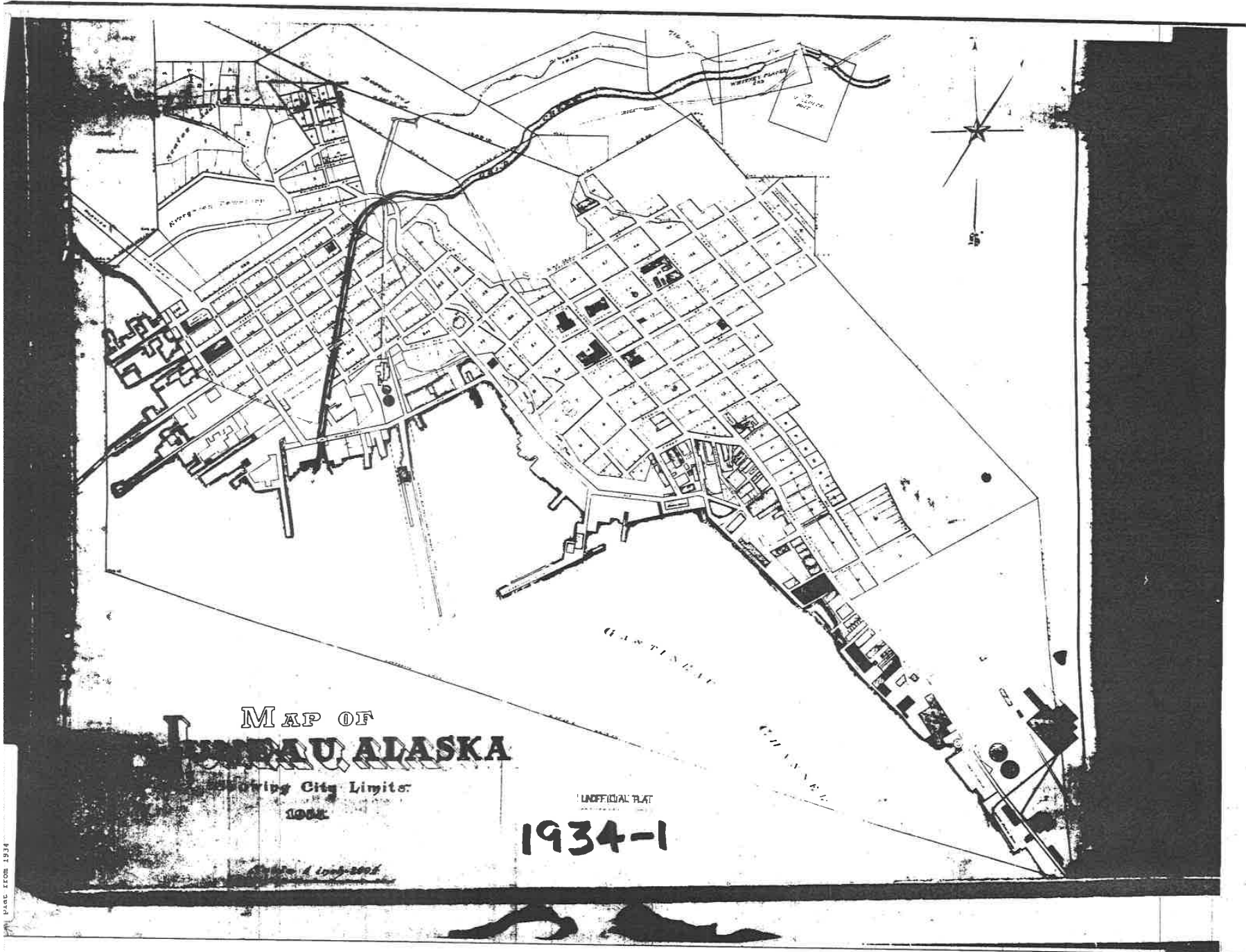
Copies of the Notice of Decision / 2013 CBJ Correspondence are included. The easement agreement is included.

The CBJ Historic Structure Database is also a reference doc provided.

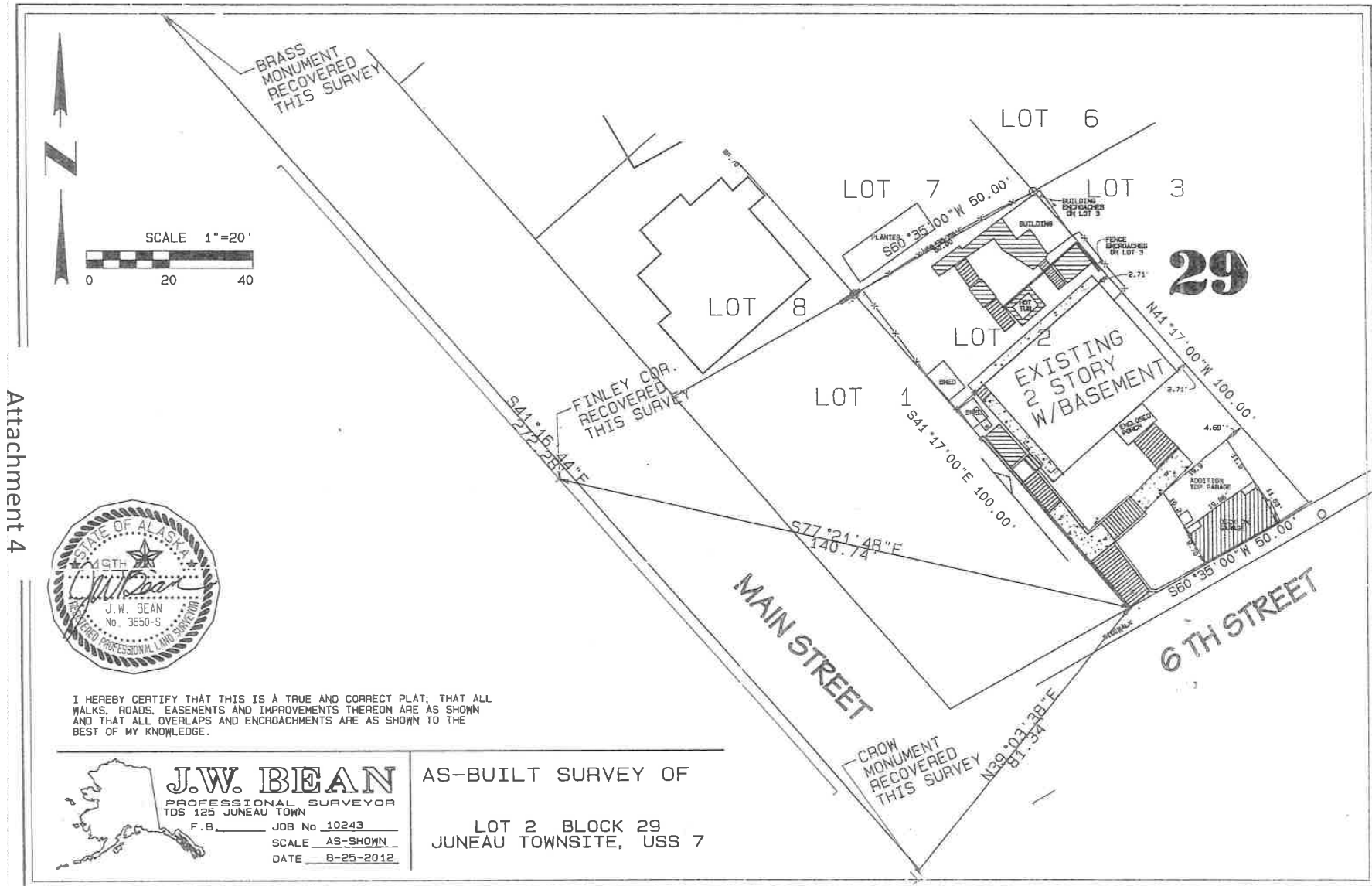
Thank you for your review.

Kimberly Horne

8/9/21



Attachment A - Application Packet



Attachment 4



I HEREBY CERTIFY THAT THIS IS A TRUE AND CORRECT PLAT; THAT ALL WALKS, ROADS, EASEMENTS AND IMPROVEMENTS THEREON ARE AS SHOWN AND THAT ALL OVERLAPS AND ENCROACHMENTS ARE AS SHOWN TO THE BEST OF MY KNOWLEDGE.

J.W. BEAN
 PROFESSIONAL SURVEYOR
 TDS 125 JUNEAU TOWN
 F.B. _____ JOB No. 10243
 SCALE AS-SHOWN
 DATE 8-25-2012

AS-BUILT SURVEY OF
 LOT 2 BLOCK 29
 JUNEAU TOWNSITE, USS 7

Willis-Davis House

Location: 114 6th Street

AHRS#: JUN-160

CBJ#: B-23

Parcel#: 1C060A290030

Year Built: 1915

Architectural Style: Other/ Juneau Folk

Architect/Contractor: unknown

Historic Name: Willis-Davis House

Historic Period: Territorial Gov

Historic Integrity: preserved

Neighborhood: Juneau Townsite

Date of Local Designation: Not Designated

Date of National Register Designation: Not Registered



Additional Information

General Description

The house measures 29' x 36'. It is a one-and-one-half stories, wood frame structure with hip-on-gable roof form featuring a large shed dome. It has a concrete partial basement and is sided with horizontal wood lap siding. Other features include a pedimented enclosed entry porch.

Historical Information

The house was constructed in 1914 for J.R. Willis, collector of Customs and Vice President of the B.M. Behrends Bank. Willis served on the City Council and was Vice Mayor. From 1920 until 1935, Valorous and Grace Paine owned the house until John photographer, Trevor Davis and his wife, Carol Beery Davis bought it. It continues to be the Davis home.

Historic Use

residential

Source

Juneau Townsite Building Survey, City and Borough of Juneau, Alaska, September 1988



**PLANNING COMMISSION
NOTICE OF DECISION**

Date: October 23, 2013

File No.: USE2013 0016

Vance F Putman
PO Box 20473
Juneau, AK 99802

An after-the-fact Conditional Use Permit for a greenhouse constructed over a garage that encroaches 3 inches into the 10-foot front yard setback and 3 inches into the 5-foot side yard setback.

Application For: An after-the-fact Conditional Use Permit for a greenhouse constructed over a garage that encroaches 3 inches into the 10-foot front yard setback and 3 inches into the 5-foot side yard setback.

Legal Description: Juneau Townsite Block 29 Lot 2

Property Address: 114 Sixth Street

Parcel Code No.: 1-C06-0-A29-003-0

Hearing Date: October 22, 2013

The Planning Commission, at its regular public meeting, adopted the analysis and findings listed in the attached memorandum dated October 15, 2013 and approved the project to be conducted as described in the project description and project drawings submitted with the application.

Attachments: October 15, 2013 memorandum from Teri Camery, Community Development, to the CBJ Planning Commission regarding USE2013 0016.

This Notice of Decision does not authorize construction activity. Prior to starting any project, it is the applicant's responsibility to obtain the required building permits.

This Notice of Decision constitutes a final decision of the CBJ Planning Commission. Appeals must be brought to the CBJ Assembly in accordance with CBJ §01.50.030. Appeals must be filed by 4:30 P.M. on the day twenty days from the date the decision is filed with the City Clerk, pursuant to CBJ §01.50.030 (c). Any action by the applicant in reliance on the decision of the Planning Commission shall be at the risk that the decision may be reversed on appeal (CBJ §49.20.120).

Effective Date: The permit is effective upon approval by the Commission, October 22, 2013

Expiration Date: The permit will expire 18 months after the effective date, or April 22, 2015 if no Building Permit has been issued and substantial construction progress has not been made in accordance with the plans for which the development permit was authorized. Application for permit extension must be submitted thirty days prior to the expiration date.

Attachment A - Application Packet

Vance F Putman
File No.: USE2013 0016
October 23, 2013
Page 2 of 2

Project Planner:



Teri Camery, Senior Planner
Community Development Department



Michael Satre, Chair
Planning Commission



Filed With City Clerk

10/25/13

Date

cc: Plan Review


NOTE: The Americans with Disabilities Act (ADA) is a federal civil rights law that may affect this development project. ADA regulations have access requirements above and beyond CBJ-adopted regulations. Owners and designers are responsible for compliance with ADA. Contact an ADA - trained architect or other ADA trained personnel with questions about the ADA: Department of Justice (202) 272-5434, or fax (202) 272-5447, NW Disability Business Technical Center (800) 949-4232, or fax (360) 438-3208.

MEMORANDUM

CITY/BOROUGH OF JUNEAU
155 South Seward Street, Juneau, Alaska 99801

DATE: October 15, 2013

TO: Planning Commission

FROM: Teri Camery, Senior Planner 
Community Development Department

FILE NO.: USE2013 0016

PROPOSAL: An after-the-fact Conditional Use Permit for a greenhouse constructed over a garage that encroaches 3 inches into the 10-foot front yard setback and 3 inches into the 5-foot side yard setback.

GENERAL INFORMATION

Applicant: Vance F Putman

Property Owner: Vance F Putman

Property Address: 114 Sixth Street

Legal Description: Juneau Townsite Block 29 Lot 2

Parcel Code Number: 1-C06-0-A29-003-0

Site Size: 4,893 square feet

**Comprehensive Plan
Land Use Designation:** Medium Density Residential

Zoning: D-18

Utilities: CBJ Water and Sewer

Access: Sixth Street

Existing Land Use: single-family dwelling



Attachment A - Application Packet

Surrounding Land Use:	North	-	D-18 Residential
	South	-	Sixth Street; D-18 Residential
	East	-	D-18 Residential
	West	-	D-18 Residential

Vicinity Map



Attachment A - Application Packet

Planning Commission
File No.: USE2013 0016
October 15, 2013
Page 3 of 6

ATTACHMENTS

Attachment 1 Development Permit Application
Attachment 2 Conditional Use Permit Application
Attachment 3 Project Narrative
Attachment 4 Survey
Attachment 5 Building Permit plans
Attachment 6 Applicant photos
Attachment 7 Project elevation

PROJECT DESCRIPTION

The applicant requests a Conditional Use Permit for after-the-fact construction of a 10' x 20' greenhouse on top of a garage. The greenhouse encroaches three inches into the 10-foot front-yard setback in the southwest corner of the structure, and three inches into the five-foot side-yard setback in the northeast corner of the structure, due the slight angle of the garage. Setback encroachments that occur at the second story elevation or higher are reviewed through the Conditional Use Permit process instead of the Variance process, per CBJ Code 49.25.430(4)(M). The structure does not qualify under code sections that allow encroachments for minor issues both because it is heated and because it is on the second floor.

The greenhouse was constructed on top of a garage that was built in the 1950s at the zero foot-setback line. The garage is a legally non-conforming structure. The greenhouse encompasses approximately half the width of the garage, very close to the 10-foot front yard setback line. The three inch encroachment at the opposite corners of the greenhouse was discovered when the as-built survey was completed (Attachment 4). In both the southwest and northeast corners of the greenhouse, the structure encroaches three inches over a linear distance of approximately two feet. Due to the angle, the three inch encroachment does not extend the full length of either side of the greenhouse.

BACKGROUND

The lot has a legally non-conforming lot size and legally non-conforming front and side-yard setbacks. Assessor's Office records indicate that the home was built in 1914. In addition to the Conditional Use Permit, the applicant has also applied for an after-the-fact Variance for construction of a sauna in the northeast corner of the lot. Both encroachments were discovered only after the as-built survey was completed.

Attachment A - Application Packet

Planning Commission
File No.: USE2013 0016
October 15, 2013
Page 4 of 6

ANALYSIS

Project Site and Design -

The project is located on D-18 residential lot with a substandard lot size and substandard setbacks. The lot has a 35 degree slope. Building plans for the greenhouse have been included in Attachment 5, while elevations are included in Attachment 7. Photos are included in Attachment 6. The structure has been designed to blend well with both the garage and the single-family home.

Public Health or Safety –

No evidence indicates that the proposed development will negatively impact public health or safety.

Property Value or Neighborhood Harmony -

Due to the 35 degree slope of the property as well as the very minor three inch encroachment, no evidence indicates that the development will negatively impact views, light and air, property value, or neighborhood harmony.

Conformity with Adopted Plans -

The project substantially conforms with the 2013 Juneau Comprehensive Plan, specifically Policy 10.3 and 10.4, which state:

Policy 10.3 [It is the policy of the CBJ] to facilitate residential developments of various types and densities that are appropriately located in relation to site conditions, surrounding land uses, and capacity of public facilities and transportation systems.

Policy 10.4 [It is the policy of the CBJ] to minimize conflicts between residential areas and nearby recreational, commercial, or industrial uses that would generate adverse impacts to existing residential areas through appropriate land use locational decisions and regulatory measures.

The project conforms with these measures by constructing the greenhouse on top of an existing structure in a way that blends in with other structures on the lot and has minimal visual impact on the neighborhood.

FINDINGS

CBJ §49.15.330 (e)(1), Review of Director's Determinations, states that the Planning Commission shall review the Director's report to consider:

1. Whether the application is complete;

Attachment A - Application Packet

Planning Commission
File No.: USE2013 0016
October 15, 2013
Page 5 of 6

2. Whether the proposed use is appropriate according to the Table of Permissible Uses;
and,
3. Whether the development as proposed will comply with the other requirements of this chapter.

The Commission shall adopt the Director's determination on the three items above unless it finds, by a preponderance of the evidence, that the Director's determination was in error, and states its reasoning for each finding with particularity.

CBJ §49.15.330 (f), Commission Determinations, states that even if the Commission adopts the Director's determination, it may nonetheless deny or condition the permit if it concludes, based upon its own independent review of the information submitted at the public hearing, that the development will more probably than not:

1. Materially endanger the public health or safety;
2. Substantially decrease the value of or be out of harmony with property in the neighboring area;
or,
3. Not be in general conformity with the comprehensive plan, thoroughfare plan, or other officially adopted plans.

Per CBJ §49.15.330 (e) & (f), Review of Director's & Commission's Determinations, the Director makes the following findings on the proposed development:

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

Yes. We find the application contains the information necessary to conduct full review of the proposed operations. The application submittal by the applicant, including the appropriate fees, substantially conforms to the requirements of CBJ Chapter 49.15.

2. Is the proposed use appropriate according to the Table of Permissible Uses?

Yes. The requested permit is appropriate according to the Table of Permissible Uses. The permit is listed at CBJ §49.25.300, Section 49.25.300.1.110 for the D-18 zoning district.

3. Will the proposed development comply with the other requirements of this chapter?

Yes. The proposed development complies with the other requirements of this chapter. Public notice of this project was provided in the October 11, 2013 and October 18, 2013 issues of the Juneau Empire's "Your Municipality" section, and a Notice of Public Hearing was mailed to all property owners within 500 feet of the subject parcel. Moreover, a Public Notice Sign was posted on the subject parcel, visible from the public Right of Way.

Attachment A - Application Packet

Planning Commission
File No.: USE2013 0016
October 15, 2013
Page 6 of 6

4. Will the proposed development materially endanger the public health or safety?

No. Based on the preceding analysis, no available evidence indicates that the proposed development will materially endanger the public health or safety.

5. Will the proposed development substantially decrease the value of or be out of harmony with property in the neighboring area?

No. Based on the preceding analysis, no available evidence indicates that the proposed development will substantially decrease the value of or be out of harmony with property in the neighboring area. The setback encroachment is minor and does not block views due to the steep slope in the area.

6. Will the proposed development be in general conformity with the land use plan, thoroughfare plan, or other officially adopted plans?

Yes. The proposed development complies with the 2013 Juneau Comprehensive Plan, specifically policies 10.3 and 10.4 regarding residential development.

Per CBJ §49.70.900 (b)(3), General Provisions, the Director makes the following Juneau Coastal Management Program consistency determination:

7. Will the proposed development comply with the Juneau Coastal Management Program?

Not applicable.

RECOMMENDATION

Staff recommends that the Planning Commission adopt the Director's analysis and findings and grant the requested Conditional Use permit. The permit would allow the development of a greenhouse on top of an existing garage which would encroach three inches into the front and side yard setbacks.

Attachment A - Application Packet
(Conditional Use)

DEVELOPMENT PERMIT APPLICATION

Project Number	CITY and BOROUGH of JUNEAU	Date Received: 5/2/13
Project Name (City Staff to Assign Name)		

INFORMATION	Project Description AS-built survey of new structure discovered 3" encroachment into CBS sidewalk setback			
	PROPERTY LOCATION			
	Street Address 114 E 6th Street	City/Zip Juneau 99801		
	Legal Description(s) of Parcel(s) (Subdivision, Survey, Block, Tract, Lot) USS7 Juneau Townsite Block 29 Lot 2			
	Assessor's Parcel Number(s) 1 CO6A2900300			
	LANDOWNER/LESSEE			
	Property Owner's Name V. Fate Putman and Kimberly Homme		Contact Person: F. Putman	Work Phone: 321-0773
	Mailing Address Box 20473 Juneau 99802		Home Phone: 321-0773	Fax Number:
	E-mail Address fateputman@gmail.com		Other Contact Phone Number(s): 463-4975 (M)	
	PROJECT / APPLICANT	LANDOWNER/LESSEE CONSENT		
I am (we are) the owner(s) or lessee(s) of the property subject to this application and I (we) consent as follows:				
A. This application for a land use or activity review for development on my (our) property is made with my complete understanding and permission.				
B. I (we) grant permission for officials and employees of the City and Borough of Juneau to inspect my property as needed for purposes of this application.				
X			<u>4/29/2013</u>	
		Landowner/Lessee Signature	Date	
X			<u>4/29/2013</u>	
		Landowner/Lessee Signature	Date	
NOTICE: The City and Borough of Juneau staff may need access to the subject property during regular business hours and will attempt to contact the landowner in addition to the formal consent given above. Further, members of the Planning Commission may visit the property before the scheduled public hearing date.				
APPLICANT				
Applicant's Name <i>if the same as OWNER, wife, SAME and sign and date as X below</i> same				
Mailing Address same	Contact Person:	Work Phone:		
E-mail Address same	Home Phone:	Fax Number:		
Other Contact Phone Number(s):				
X		<u>4/29/2013</u>		
	Applicant's Signature	Date of Application		

STAFF APPROVALS	OFFICE USE ONLY BELOW THIS LINE		
	<input checked="" type="checkbox"/>	Permit Type Building/Grading Permit	Date Received
		City/State	Application Number(s)
		Project Review and City Land Action	
		Inquiry Case (Fee In Lieu, Letter of ZC, Use Not Listed)	
		Mining Case (Small, Large, Rural, Extraction, Exploration)	
		Sign Approval (If more than one, fill in all applicable permit #'s)	
		Subdivision (Minor, Major, PUD, St. Vacation, St. Name Change)	
	<input checked="" type="checkbox"/>	Use Approval (Allowable, Conditional, Cottage Housing, Mobile Home Parks, Accessory Apartment)	5/2/13 use 13-016
		Variance Case (De Minimis and all other Variance case types)	
		Wetlands Permits	
		Zone Change Application	
		Other (Describe)	
	Comments: ***Public Notice Sign Form filled out and in the file.		
	Attachment 1		Public Notice Initials

Attachment A - Application Packet

ALLOWABLE/CONDITIONAL USE PERMIT APPLICATION

Project Number	Project Name (15 characters)	Case Number	Date Received
		190 R-016	5/21/13

TYPE OF ALLOWABLE OR CONDITIONAL USE PERMIT REQUESTED

- Accessory Apartment*** (AAP) Driveway in Right-of-Way (ADW)
 Use Listed in §49.25.300 (USE)
 (Table of Permissible Uses)

Please list the Table of Permissible Uses Category: _____

***An Accessory Apartment Application will also be required.

DESCRIBE THE PROJECT FOR WHICH AN ALLOWABLE OR CONDITIONAL USE APPROVAL IS NEEDED.

As-built survey discovered 3" encroachment into CBT sidewalk setback. Greenhouse constructed 9' 9" back on one corner rather than 10'.

IS THIS A MODIFICATION OF AN EXISTING APPROVAL?

- NO YES - Case # _____

CURRENT USE OF LAND OR BUILDING(S):

New structure is a recreation room, built on top of 1950 poured concrete garage. Rec. room is 9' above sidewalk and 9' 9" back.

PROPOSED USE OF LAND OR BUILDING(S):

recreation room and garage.

UTILITIES PROPOSED:

WATER: Public On Site

SEWER: Public On Site

SITE AND BUILDING SPECIFICS:

Total Area of Lot 5000 square feet Total Area of Existing Structure(s) _____ square feet
 Total Area of Proposed Structure(s) 200 square feet

EXTERNAL LIGHTING:

see attached

- Existing to remain No Yes - Provide fixture information, cutoff sheets, and location of lighting fixtures
 Proposed No Yes - Provide fixture information, cutoff sheets, and location of lighting fixtures

PROJECT NARRATIVE AND SUBMITTAL CHECKLIST:

- Site Plan Existing and proposed parking areas (including dimensions) and proposed traffic circulation
 Floor Plan of proposed buildings Existing Physical Features of the site (drainage, habitat, hazard areas, etc.)
 Elevation view of existing and proposed buildings
 Proposed Vegetative Cover

For more information regarding the permitting process and the submittals required for a complete application, please see the reverse side.

If you need any assistance filling out this form, please contact the Permit Center at 586-0770.

ALLOWABLE/CONDITIONAL USE FEES

Fees	Check No.	Receipt	Date
Application Fees			
Admin. of Guarantee			
Adjustment			
Pub. Not. Sign Fee			
Pub. Not. Sign Deposit			
Total Fee	219	edd3609	5/21/13

NOTE: MUST BE ACCOMPANIED

Attachment 2

MIT APPLICATION FORM

Conditional Use Permit application – Narrative and Attachments

Putman/Homme 114 E. 6th Street : CU Application Addendum

A 10'X 20' greenhouse structure was built on top of an existing concrete garage. (Bld. Permit # 2009-00103) The preexisting garage was constructed in approximately 1950. The concrete garage was constructed to the edge of the sidewalk on 6th Street and has been a grandfathered structure for the past 60 years.

The new greenhouse structure was built on back half of the 20'X20' garage roof. The greenhouse used the same footprint as the garage, which is slightly out of square. A subsequent as-built survey found that one corner of the new structure was not the full 10 feet back from the sidewalk edge. The SW corner of the roof eave encroaches 3 inches into the 10 foot setback. This is an overhanging eave and not part of the interior of the greenhouse building. The remainder of the greenhouse structure is behind the 10 foot setback. However, because of the overhanging eave, the SW corner of the greenhouse is 9'9" from the CBJ sidewalk.

A Conditional Use permit is required for the 3"encroachment into the 10 foot setback requirement. It is my request that this CU permit be granted to permit this encroachment. There is no impact on the public sidewalk below or any utility conflicts.

NE Corner of greenhouse

In addition to the overhanging eave, the As-built Survey determined that the Northeast corner of the garage/greenhouse encroaches into setback requirements with the adjoining lot. The NE corner of the garage footprint (circa 1950) extends into the side yard setback approximately 3 inches.

This encroachment occurs on the NE corner of both the garage and greenhouse structures. The remaining portion of the east side of the garage and greenhouse Structure does not protrude into the 5 foot setback. In this 20 foot span only the last five feet of the structures protrude into the setback. That is because the garage is square to the street but not square to the property line thus causing a side yard setback issue.

Property Values and Neighborhood Harmony

The addition and slight CBJ encroachment will not decrease the value of surrounding properties. The greenhouse was designed by Northwind Architects LLC, to have the same architectural style as the main home and preexisting Garage on the property. This blend of colors and building design allows the Greenhouse to complement the existing buildings and as a result, blends well with the neighborhood. The structure does

Attachment A - Application Packet

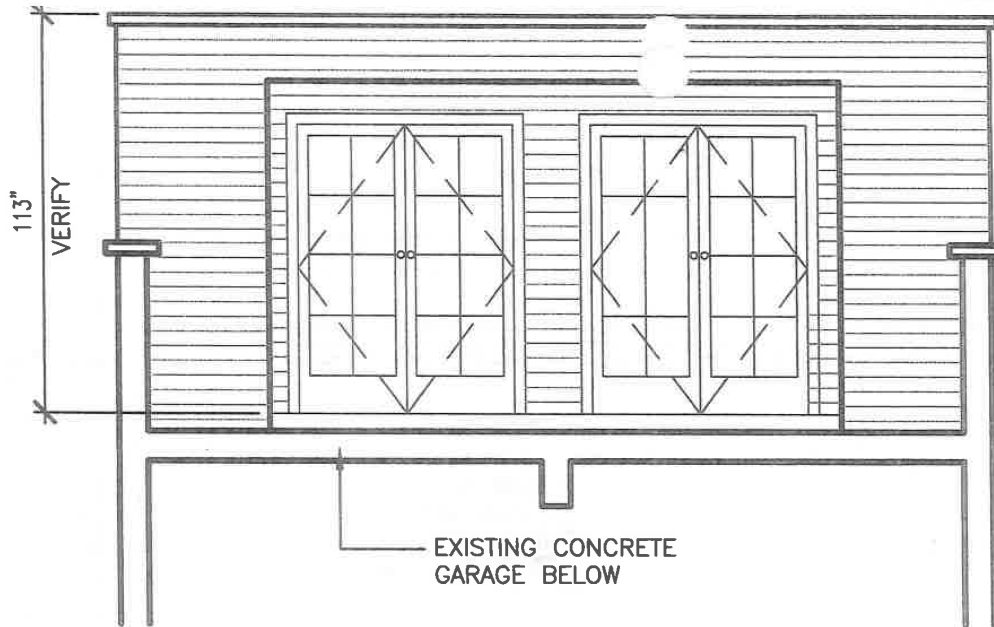
not affect any neighbor's light, air or views. (Note that the Lot 3 eastside neighbor has provided an Easement Agreement for the Variance application.)

- A. As-Built Survey, Site Plan, Elevation View, 3-page Floor Plan – attached Easement Agreement by east neighbor, also for related variance, attached
- B. There are No Parking issues with this application.
- C. There are No Traffic issues with this application.
- D. There is Lighting on the exterior of the structure. This exterior lighting is recessed up under the eaves so there is no light pollution from the structure.

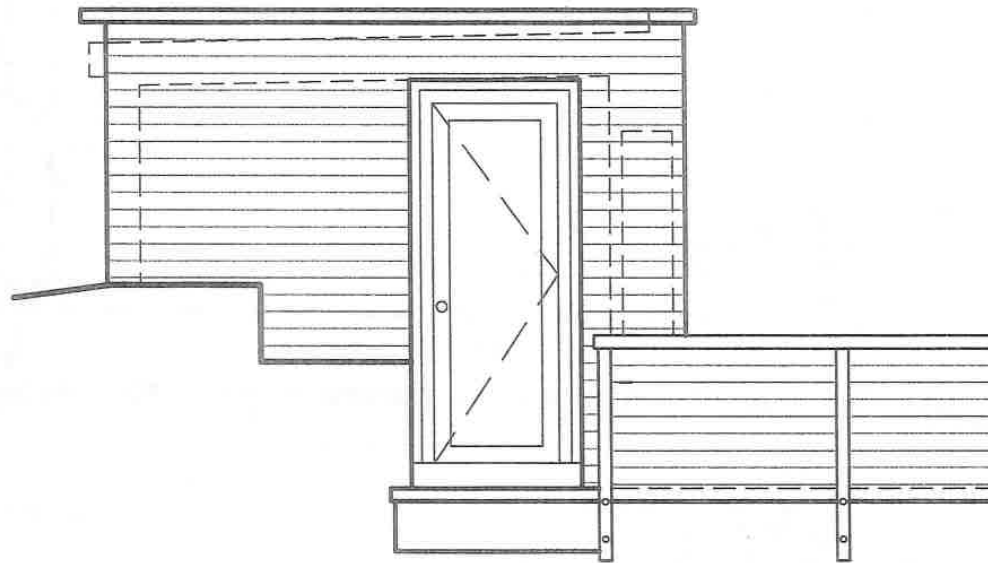
Exterior Lighting: Two exterior lights were incorporated into the greenhouse structure. One light is located on the alcove ceiling above the west facing entrance. This main entrance has a single door recessed into the structure 3 feet. This door setback is to both protect the door and match the garage architecture below. Above this door on the ceiling is an entrance light, placed there to both protect the light and minimize light intrusion outside. This door entry light has achieved those desired results.

A second exterior light is on the south side of the greenhouse, under the overhanging front eave. This also protects the fixture from the weather and minimizes light intrusion. Light is confined to the front deck of the garage roof and does not shed light on 6th Street or the sidewalk below. This exterior light has achieved the desired results of both protection and light shading.

- E. Natural vegetation remains between Lot 2 and Lot 3; lilacs, Sitka Rose bushes and Hawthorn trees separate the two. This set of trees and shrubs creates a visual screen between properties and between the greenhouse and the neighbor's home on Lot 3. On the west side of the structure there is large flower garden.
- F. The property is a Steep Hillside. That presents some challenges to development of the lot. However, the steep terrain has no impact on the greenhouse structure because it was built atop the existing poured concrete garage, as the foundation.



1 EAST ELEVATION
1/4" = 1'



2 NORTH ELEVATION
1/4" = 1'




NorthWind
 Architects LLC
 119A 2ND ST.
 JUNEAU, AK 99801
 PH #907.586.6150
 FX #907.586.6181
 WWW.NORTHWINDARCH.COM

PUTMAN GREENHOUSE

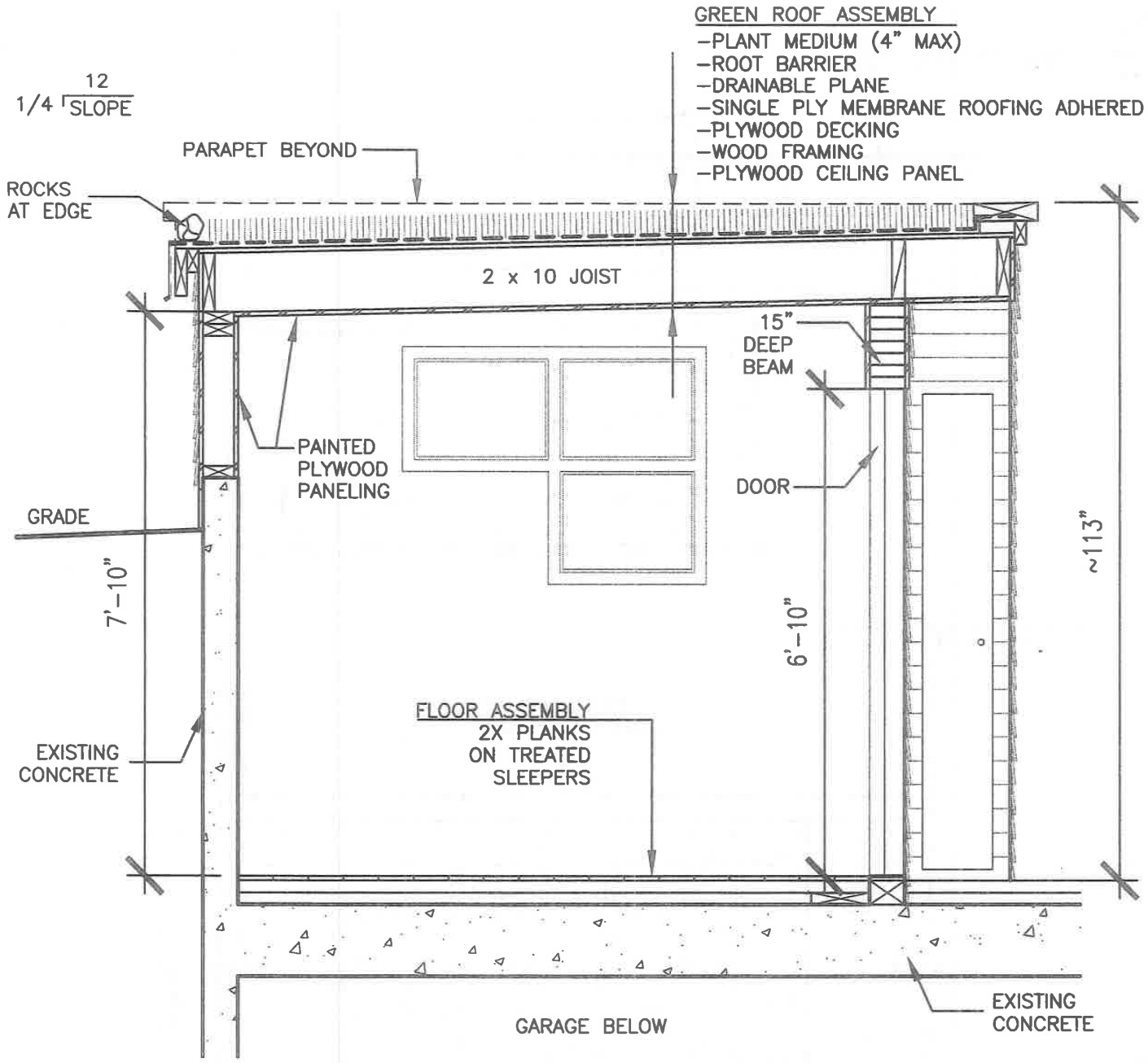
114 SIXTH STREET
JUNEAU, ALASKA 99801

SHEET TITLE:
ELEVATIONS

DATE: 3-12-10
 REVISION:
 CHECKED BY: SMB
 DRAWN: FKD

SHEET #
A2.0

Attachment A - Application Packet



- GREEN ROOF ASSEMBLY**
- PLANT MEDIUM (4" MAX)
 - ROOT BARRIER
 - DRAINABLE PLANE
 - SINGLE PLY MEMBRANE ROOFING ADHERED
 - PLYWOOD DECKING
 - WOOD FRAMING
 - PLYWOOD CEILING PANEL



NorthWind Architects LLC
 119A 2ND ST.
 JUNEAU, AK 99801
 PH #907.586.6150
 FX #907.586.6181
 WWW.NORTHWINDARCH.COM

PUTMAN GREENHOUSE

114 SIXTH STREET
 JUNEAU, ALASKA 99801

SHEET TITLE
 SECTION

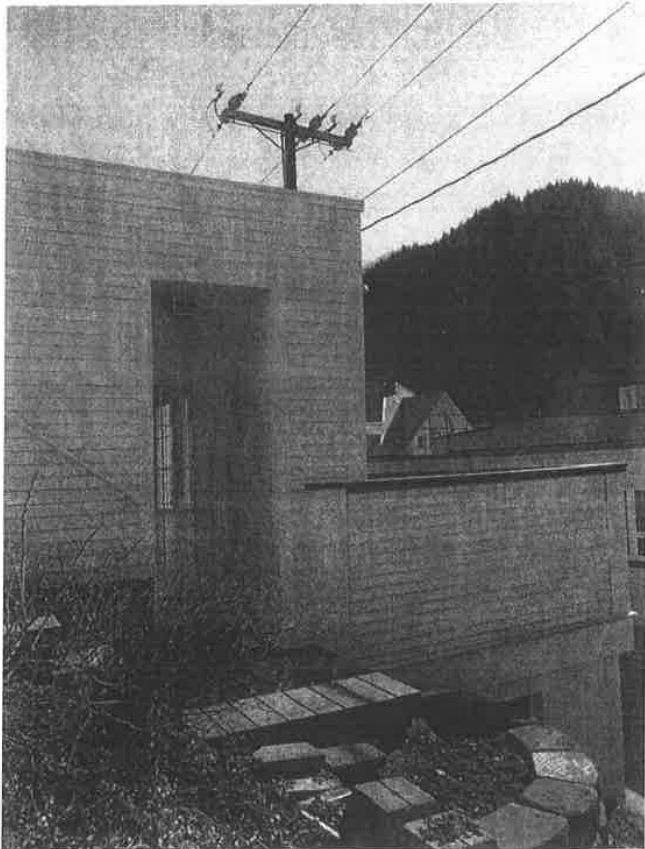
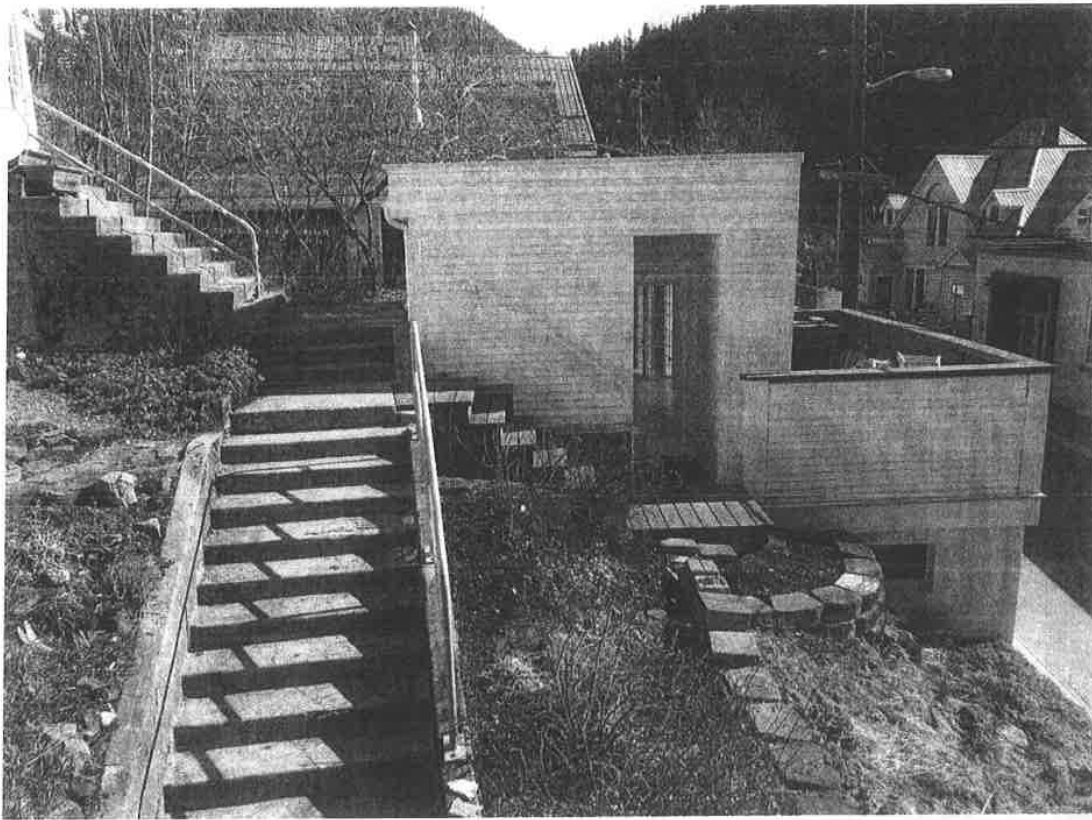
DATE: 3-12-10
 REVISION: *****
 CHECKED BY: SMB
 DRAWN: FKD

A3.0

Attachment A - Application Packet **1** SECTION
 1/2" = 1'

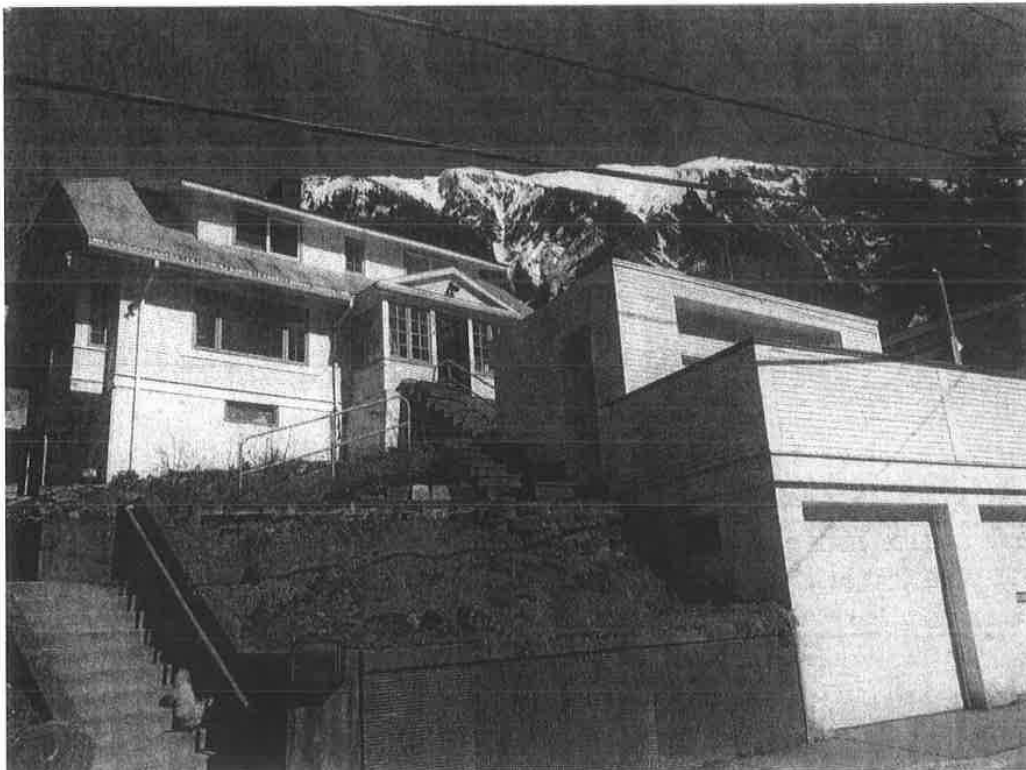
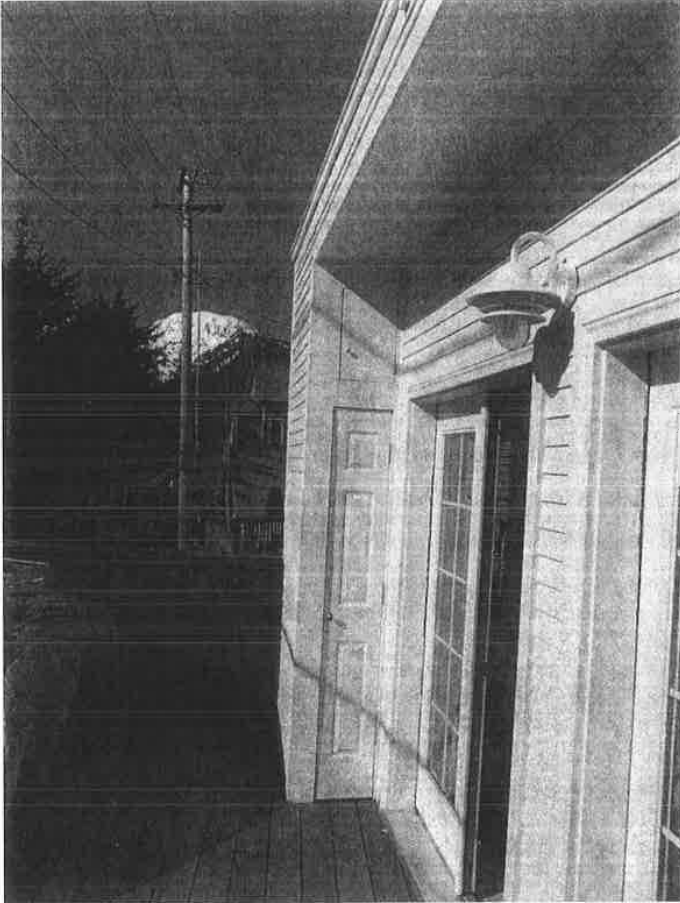


Attachment A - Application Packet



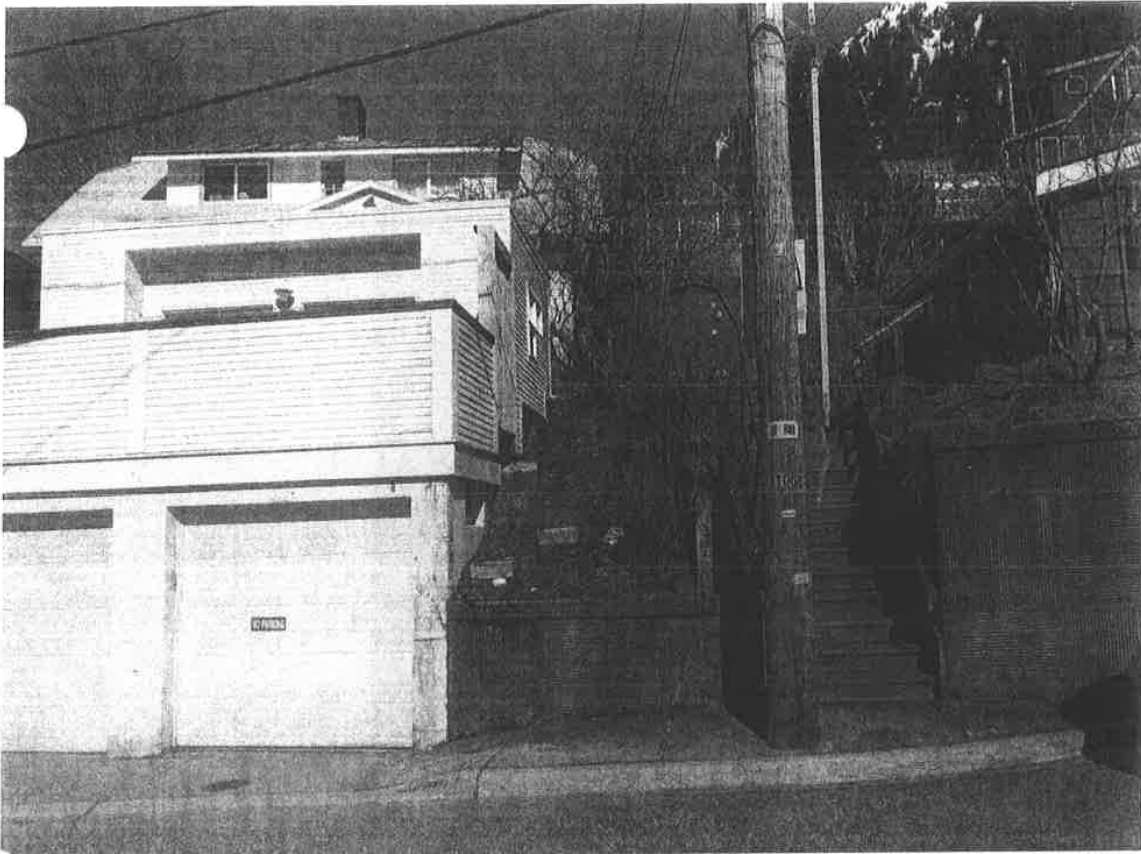
Attachment 6

Attachment A - Application Packet



Attachment 6

Attachment A - Application Packet



Attachment 6

Attachment A - Application Packet

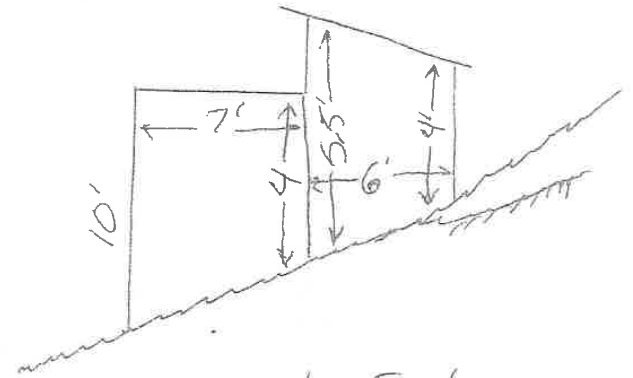


Attachment 6

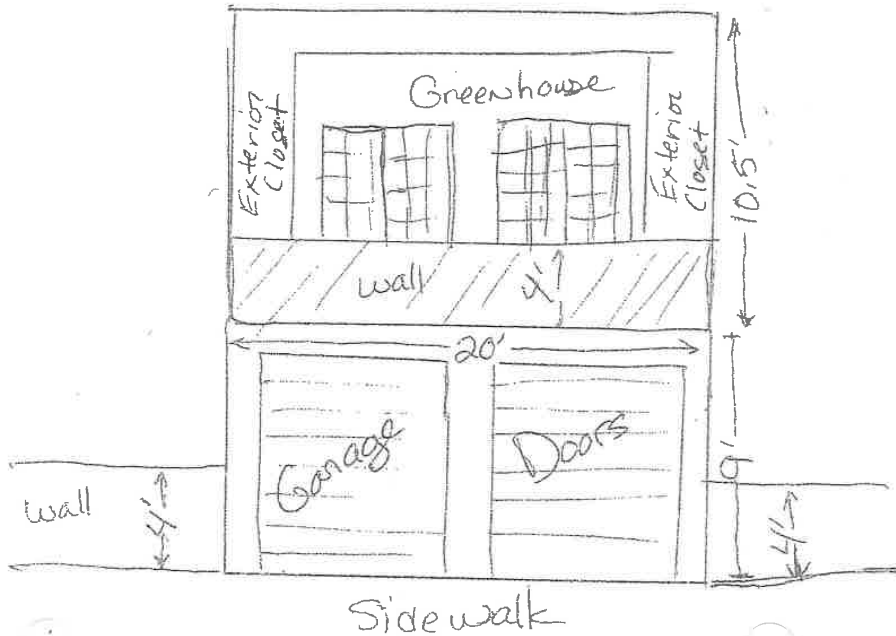
Putman Greenhouse/Sawna (CBS Permit # BLD 2008-04153)

11/11/08
via email

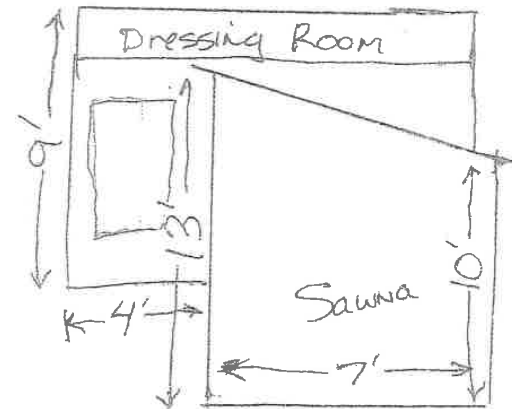
Northeast Elevation



South east (Front)
Elevation



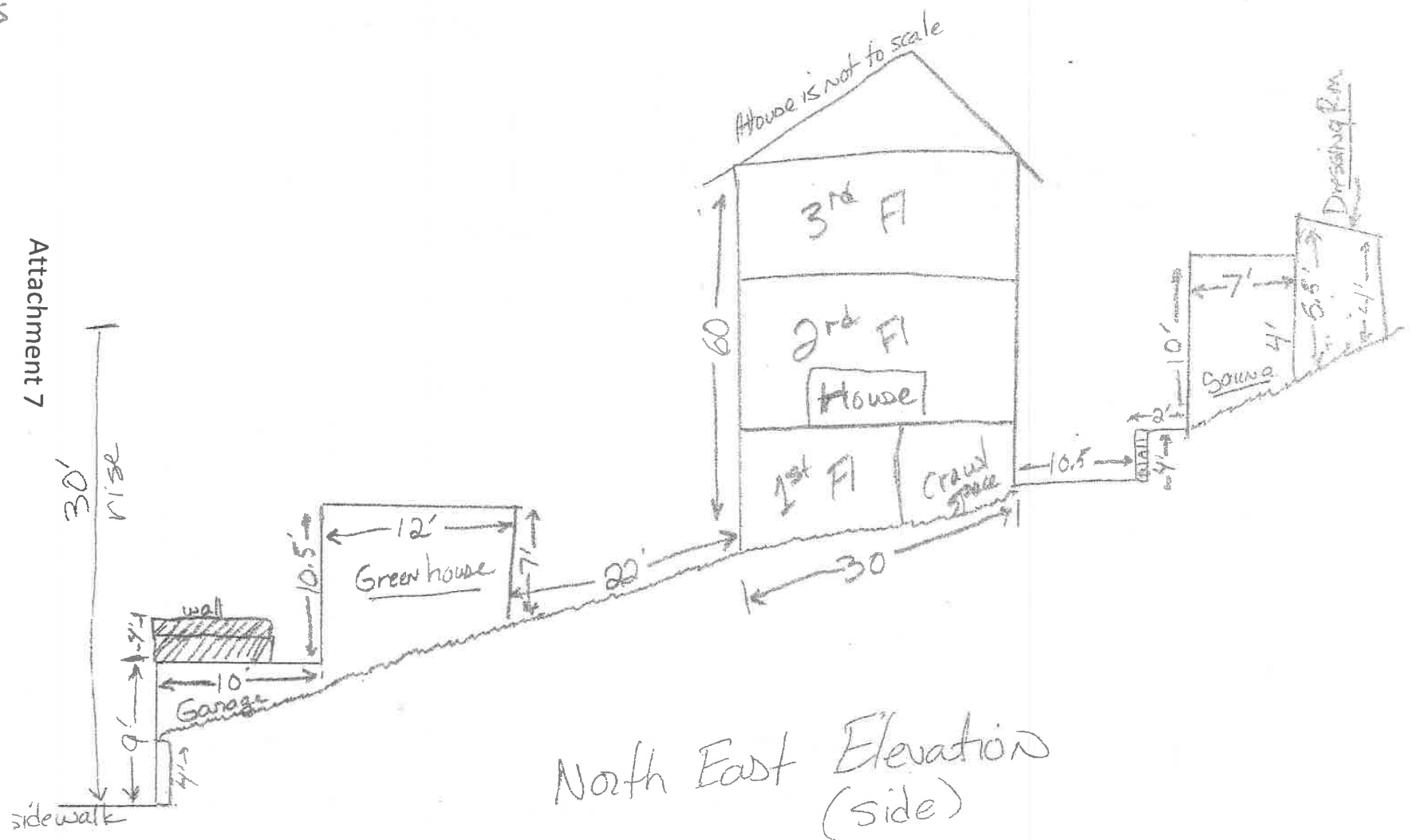
South East
Elevation



Received 11-8-12
via email

Putman Green House / Sauna
(CBI) Building Permit # BLD 0009-00115

Attachment 7



North East Elevation
(side)



**BOARD OF ADJUSTMENT
NOTICE OF DECISION**

Date: February 6, 2013

File No.: VAR2013 0015

Vance F Putman
PO Box 20473
Juneau, AK 99802

Application For: An after-the-fact Variance to reduce the side-yard and rear-yard setbacks to zero for construction of a sauna.

Legal Description: Juneau Townsite Block 29 Lot 2

Property Address: 114 Sixth Street

Parcel Code No.: 1-C06-0-A29-003-0

Hearing Date: October 22, 2013

The Board of Adjustment, at its regular public meeting, adopted the analysis and findings listed in the attached memorandum dated October 15, 2013, and approved the Variance to be conducted as described in the project description and project drawings submitted with the application.

Attachment: October 15, 2013 memorandum from Teri Camery, Community Development, to the CBJ Board of Adjustment regarding VAR2013 0015

This Notice of Decision does not authorize construction activity. Prior to starting any development project, it is the applicant's responsibility to obtain the required building permits.

This Notice of Decision constitutes a final decision of the CBJ Board of Adjustment. Appeals must be brought to the CBJ Assembly in accordance with CBJ §01.50.030. Appeals must be filed by 4:30 P.M. on the day twenty days from the date the decision is filed with the City Clerk, pursuant to CBJ §01.50.030 (c). Any action by the applicant in reliance on the decision of the Board of Adjustment shall be at the risk that the decision may be reversed on appeal (CBJ §49.20.120).

Effective Date: The permit is effective upon approval by the Board, October 22, 2013

Expiration Date: The permit will expire 18 months after the effective date, or April 22, 2015 if no Building Permit has been issued and substantial construction progress has not been made in accordance with the plans for which the development permit was authorized. Application for permit extension must be submitted thirty days prior to the expiration date.

Attachment A - Application Packet

Vance F Putman
File No: VAR2013 0015
October 23, 2013
Page 2 of 2

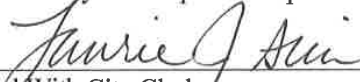
Project Planner:



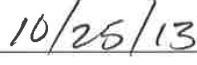
Teri Camery, Senior Planner
Community Development Department



Michael Satre, Chair
Planning Commission



Filed With City Clerk



Date

cc: Plan Review

NOTE: The Americans with Disabilities Act (ADA) is a federal civil rights law that may affect this development project. ADA regulations have access requirements above and beyond CBJ-adopted regulations. Owners and designers are responsible for compliance with ADA. Contact an ADA-trained architect or other ADA trained personnel with questions about the ADA: Department of Justice (202) 272-5434, or fax (202) 272-5447, NW Disability Business Technical Center (800) 949-4232, or fax (360) 438-3208.

MEMORANDUM

CITY/BOROUGH OF JUNEAU
155 South Seward Street, Juneau, Alaska 99801

DATE: October 15, 2013
TO: Board of Adjustment
FROM: Teri Camery, Senior Planner
Community Development Department
FILE NO.: VAR2013 0015
PROPOSAL: An after-the-fact Variance to reduce the side-yard and rear-yard setbacks to zero for construction of a sauna

GENERAL INFORMATION

Applicant: Vance F Putman
Property Owner: Vance F Putman
Property Address: 114 Sixth Street
Legal Description: Juneau Townsite Block 29 Lot 2
Parcel Code Number: 1-C06-0-A29-003-0
Site Size: 4,893 square feet
**Comprehensive Plan
Land Use Designation:** Medium Density Residential
Zoning: D-18
Utilities: CBJ Water and Sewer
Access: Sixth Street
Existing Land Use: Single-family dwelling
Surrounding Land Use:
North - D-18 Residential
South - Sixth Street; D-18 Residential
East - D-18 Residential
West - D-18 Residential



Attachment A - Application Packet

Board of Adjustment
File No.: VAR2013 0015
October 15, 2013
Page 2 of 7

Vicinity Map



Attachment A - Application Packet

Board of Adjustment
File No.: VAR2013 0015
October 15, 2013
Page 3 of 7

ATTACHMENTS

Attachment 1 Development Permit application
Attachment 2 Variance application
Attachment 3 Project Narrative
Attachment 4 Easement Agreement
Attachment 5 Applicant photographs
Attachment 6 Survey
Attachment 7 Additional Building Permit detail and elevations

PROJECT DESCRIPTION

The applicant requests an after-the-fact variance to reduce the five-foot side-yard setback to zero feet, and the 10-foot rear-yard setback to zero-four feet for construction of a sauna in the northwest corner of the lot (see survey, Attachment 6).

Because the sauna is under 120 square feet, the applicant was not required to apply for a building permit when it was first constructed, and therefore did not consider setback requirements. Approximately two years after construction, the applicant added electricity. The addition of electricity triggered the requirement for a building permit. During the building permit review, CDD requested an as-built survey to verify setbacks. The survey indicated that the structure was built to the zero setback line in the side-yard, and extended three inches into the neighboring property, and also encroached to the zero-four foot rear setback line. (The range of the encroachment is due to the angle of the property line.) The structure therefore requires a Variance.

ANALYSIS

The applicant has provided a detailed project narrative with photographs to explain why the structure was built in the corner of the lot within the setbacks. The lot has a 35 degree slope that shows signs of active erosion. In 2008, the applicant built a buttress to prevent the retaining wall (which was built in the 1950s) from moving downslope. The buttress became the foundation of the sauna. The retaining wall was built next to an old fence, also from the 1950s, which the applicant believed was the property line, and the applicant's intention was to build eight inches from the property line. However both the fence and the original retaining wall are actually located on the adjacent lot. This combination of factors resulted in construction of the building not only at the zero foot setback, but three inches into the neighboring property. The applicant has an easement agreement with the adjacent neighbor which allows use and maintenance of the structure on the property. (Attachment 4)

The applicant discovered the encroachment only after the as-built survey was completed. The applicant states that to remove the structure, he would have to reconstruct the entire buttress foundation as well as the building itself, which could cause further soil erosion. Because of the extreme slope in this neighborhood, the encroachment will not restrict views or light in the area.

Attachment A - Application Packet

Board of Adjustment
File No.: VAR2013 0015
October 15, 2013
Page 4 of 7

Variance Requirements

Under CBJ §49.20.250 where hardship and practical difficulties result from an extraordinary situation or unique physical feature affecting only a specific parcel of property or structures lawfully existing thereon and render it difficult to carry out the provisions of Title 49, the Board of Adjustment may grant a Variance in harmony with the general purpose and intent of Title 49. A Variance may vary any requirement or regulation of Title 49 concerning dimensional and other design standards, but not those concerning the use of land or structures, housing density, lot coverage, or those establishing construction standards. A Variance may be granted after the prescribed hearing and after the Board of Adjustment has determined:

1. ***That the relaxation applied for or a lesser relaxation specified by the Board of Adjustment would give substantial relief to the owner of the property involved and be more consistent with justice to other property owners.***

The Variance would allow the owner to retain the already-constructed sauna in the location of the lot that provides a stable foundation on the slope. The Variance is consistent with justice to other property owners, because this neighborhood has many old homes with legally non-conforming structures within setbacks.

Staff finds that this criterion is met.

2. ***That relief can be granted in such a fashion that the intent of this title will be observed and the public safety and welfare be preserved.***

The intent of Title 49 is established in Section 49.05.100 Purpose and Intent. Those sections, which are applicable to the requested variance, are as follows:

- 1) To achieve the goals and objectives and implement the policies of the Juneau Comprehensive Plan and the coastal management program;
- 2) To ensure that future growth and development in the city and borough is in accord with the values of its residents;
- 3) To identify and secure, for present and future residences, the beneficial impacts of growth while minimizing the negative impacts;
- 4) To ensure that future growth is of the appropriate type, design, and location, and is served by a proper range of public services and facilities such as water, sewage, and electrical distribution systems, transportation, schools, parks and other public requirements, and in general to promote public health, safety and general welfare;
- 5) To provide adequate open space for light and air; and
- 6) To recognize the economic value of land and encourage its proper and beneficial use.

Attachment A - Application Packet

Board of Adjustment
File No.: VAR2013 0015
October 15, 2013
Page 5 of 7

The proposed Variance meets the intent of Title 49, specifically items 3, 5, and 6, by allowing construction of an accessory structure in the most appropriate location without negatively impacting open space, light, air, or views.

Staff finds that this criterion is met.

3. *That the authorization of the Variance will not injure nearby property.*

No evidence indicates that authorization of the Variance will injure nearby property. The adjacent property owner has signed an easement allowing the structure to encroach three inches into the adjacent lot, and has also authorized maintenance of the structure. This neighborhood has many non-conforming structures at or near zero setback lines, and because of the steep slope, the encroachment will not affect views.

Staff finds that this criterion is met.

4. *That the Variance does not authorize uses not allowed in the district involved.*

Personal-use saunas and similar structures are allowed as accessory structures in the D-18 zoning district, therefore the Variance does not authorize uses not allowed in the D-18 district.

Staff finds that this criterion is met.

5. *That compliance with the existing standards would:*

(A) *Unreasonably prevent the owner from using the property for a permissible principal use;*

The principal use in the D-18 zoning district is residential development. This use does not specifically include accessory structure such as saunas. Therefore compliance with existing standards would not unreasonably prevent the owner from using the property for a permissible principal use.

Staff finds that this sub-criterion is met.

(B) *Unreasonably prevent the owner from using the property in a manner which is consistent as to scale, amenities, appearance or features, with existing development in the neighborhood of the subject property;*

Compliance with standards would unreasonably prevent the owner from using the property in a manner consistent with features of existing development in the neighborhood, because this neighborhood has many homes with legally non-conforming structures within setbacks. CBJ Assessor's Office information indicates that the applicant's home was constructed in 1914, which is common for many homes in this area.

Attachment A - Application Packet

Board of Adjustment
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Staff finds that this sub-criterion is met.

- (C) *Be unnecessarily burdensome because unique physical features of the property render compliance with the standards unreasonably expensive;*

The subject property and surrounding Sixth Street properties have a slope of 35 degrees, which significantly limits where buildings may be constructed on the property.

Staff finds that this sub-criterion is met.

or

- (D) *Because of preexisting nonconforming conditions on the subject parcel the grant of the Variance would not result in a net decrease in overall compliance with the Land Use Code, CBJ Title 49, or the building code, CBJ Title 19, or both.*

The subject parcel has a legally non-conforming lot size, legally non-conforming front yard-setbacks for the garage, and a legally non-conforming side-yard setback for the home. A grant of the Variance would therefore not result in a net decrease in overall compliance with the Land Use Code.

Staff finds that this sub-criterion is met.

Because staff finds that sub-criterion 5B, 5C, and 5D have been met, staff finds that this criterion is met.

6. *That a grant of the Variance would result in more benefits than detriments to the neighborhood.*

A grant of the Variance would allow the sauna to remain where it has been constructed, in the most beneficial location for the property, without causing harm to adjacent residents through restriction of light, air, or views.

This criterion is met.

FINDINGS

1. *Is the application for the requested Variance complete?*

Yes. Staff finds that the application contains the information necessary to conduct full review of the proposed development. The application submittal by the applicant, including the appropriate fees, substantially conforms to the requirements of CBJ Chapter 49.15.

Attachment A - Application Packet

Board of Adjustment
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Per CBJ §49.70.900 (b)(3), General Provisions, the Director makes the following Juneau Coastal Management Program consistency determination:

2. *Will the proposed development comply with the Juneau Coastal Management Programs?*

Not applicable.

3. *Does the variance as requested, meet the criteria of Section 49.20.250, Grounds for Variances?*

Yes. Staff finds that the Variance meets criteria 1, 2, 3, 4, and 5.

RECOMMENDATION

Based upon the proposed plan (identified in Attachments 1-7) and the findings and conclusions stated above, the Community Development Department Director recommends that the Board of Adjustment approve the request.

(Variance) Attachment A - Application Packet
DEVELOPMENT PERMIT APPLICATION

Project Number	CITY and BOROUGH of JUNEAU	Date Received: 5/2/13
Project Name (City Staff to Assign Name)		

PROJECT / APPLICANT INFORMATION	Project Description As-built survey determined sauna was built 3" over property line on NW corner.		
	PROPERTY LOCATION		
	Street Address 114 E 6th Street	City/Zip Juneau AK 99801	
	Legal Description(s) of Parcel(s) (Subdivision, Survey, Block, Tract, Lot) Juneau Townsite Block 29 Lot 2		
	Assessor's Parcel Number(s) 1006A290030		
	LANDOWNER/ LESSEE		
	Property Owner's Name V Fate Putman and Kimberly Homme	Contact Person: F. Putman	Work Phone: 321-0773
	Mailing Address Box 204 73 Juneau 99802	Home Phone: 321-0773	Fax Number:
	E-mail Address fateputman@gmail.com	Other Contact Phone Number(s): 463-4975(w)	
	LANDOWNER/ LESSEE CONSENT <small>***Required for Planning Permits, not needed on Building/ Engineering Permits***</small>		
I am (we are) the owner(s) or lessee(s) of the property subject to this application and I (we) consent as follows: A. This application for a land use or activity review for development on my (our) property is made with my complete understanding and permission. B. I (we) grant permission for officials and employees of the City and Borough of Juneau to inspect my property as needed for purposes of this application.			
X	<u>[Signature]</u> Landowner/Lessee Signature	<u>4/29/2013</u> Date	
X	<u>[Signature]</u> Landowner/Lessee Signature	<u>4/29/2013</u> Date	
NOTICE: The City and Borough of Juneau staff may need access to the subject property during regular business hours and will attempt to contact the landowner in addition to the formal consent given above. Further, members of the Planning Commission may visit the property before the scheduled public hearing date.			
APPLICANT <small>If the same as OWNER, write 'SAME' and sign and date at X below</small>			
Applicant's Name same		Contact Person:	
Mailing Address same		Home Phone:	
E-mail Address same		Other Contact Phone Number(s):	
X	<u>[Signature]</u> Applicant's Signature	<u>4/29/2013</u> Date of Application	

OFFICE USE ONLY BELOW THIS LINE

STAFF APPROVALS	<input checked="" type="checkbox"/>	Permit Type	Design	Date Received	Application Number(s)
		Building/Grading Permit			
		City/State Project Review and City Land Action			
		Inquiry Case (Fee In Lieu, Letter of ZC, Use Not Listed)			
		Mining Case (Small, Large, Rural, Extraction, Exploration)			
		Sign Approval (If more than one, fill in all applicable permit #'s)			
		Subdivision (Minor, Major, PUD, St. Vacation, St. Name Change)			
	X	Use Approval (Allowable, Conditional, Cottage Housing, Mobile Home Parks, Accessory Apartment)			
	P	Variance Case (De Minimis and all other Variance case types)		5/2/13	VAR 13-015
		Wetlands Permits			
	Zone Change Application				
	Other (Describe)				
Comments: Attachment 1					
					Permit Intake Initials CWT

NOTE: DEVELOPMENT PERMIT APPLICATION FORMS MUST ACCOMPANY ALL OTHER COMMUNITY DEVELOPMENT DEPARTMENT APPLICATIONS
 I:\FORMS\2010 Applications Revised November 2009

VARIANCE APPLICATION

Project Number	Project Name (15 characters)	Case Number <i>var 13-015</i>	Date Received <i>5/21/13</i>
----------------	------------------------------	----------------------------------	---------------------------------

TYPE OF VARIANCE REQUESTED:

- | | |
|--|--|
| <input type="checkbox"/> Variance to the Sign Standard (VSG) | <input type="checkbox"/> Variance to Dimensional Standards (VDS) |
| <input type="checkbox"/> Variance to Habitat Setbacks (VHB) | <input type="checkbox"/> Variance to Parking Requirements (VPK) |
| <input checked="" type="checkbox"/> Variance to Setback Requirements (VSB) | |

DESCRIPTION OF ACTIVITY WHICH REQUIRES A VARIANCE:

attached

Previous Variance Applications?

- YES NO

Date of Filing: _____

Previous Case Number(s): _____

Was the Variance Granted? YES NO

UNIQUE CHARACTERISTICS OF LAND OR BUILDING(S):

attached

UTILITIES AVAILABLE:

WATER: Public On Site

SEWER: Public On Site

WHY WOULD A VARIANCE BE NEEDED FOR THIS PROPERTY REGARDLESS OF THE OWNER?

attached

WHAT HARDSHIP WOULD RESULT IF THE VARIANCE WERE NOT GRANTED?

attached

For more information regarding the permitting process and the submittals required for a complete application, please see the reverse side.

VARIANCE FEES

	Fees	Check No.	Receipt	Date
Application Fees	\$ <i>400</i>	_____	_____	_____
Adjustment	\$ _____	_____	_____	_____
Total Fee	\$ <i>400</i>	<i>212</i>	<i>0413608</i>	<i>5/21/13</i>

If you need any assistance filling out this form, please contact the Permit Center at 586-0770.

NOTE: MUST BE ACCOMPANIED BY DEVELOPMENT PERMIT APPLICATION FORM

TO BE COMPLETED BY THE APPLICANT

TO: Board of Adjustment

FR: V. Fate Putman & Kimberly Homme, owners

RE: CBJ Variance Request for 114 E. 6th Street, JNU

DATE: April 24, 2013

1. Description of activity that requires a variance:

A sauna and dressing room were built on the NE property corner because of the sloping nature of the hillside. No other reasonable means was available to stop soil erosion from occurring from the up-slope side of the property except the use of retaining walls and buttress structures. The sliding hillside from 7th Street has been a continual problem since the 1950's when the first fence and retaining walls were built. Without the retaining walls and buttress structures the soil and debris would continue to erode down the hillside.

The buttress structures were built in 2008 to prevent the 1950's retaining wall from moving further downslope during high moisture periods. These buttresses became the foundation of the sauna & dressing room. Because the sauna and dressing room use both the original retaining wall and subsequent buttress structures as a foundation, based on the 1950 fence line, these buildings encroach on the adjacent property. The encroachment is approximately 3 inches into adjacent Lot 3, according to the As-Built Survey, attached.

2. Unique characteristics of land or building:

The unique characteristic of this land is the extreme slope, approximately 35 degrees. This steep slope erodes during high moisture events when the soil becomes saturated. Soil erosion normally occurs in the fall or spring, moving soil and debris such as broken glass and rusty metal down the hillside. Underneath and intermixed into the soils on this slope are layers of garbage from decades of this hillside use as a dump.

3. Why a variance would be needed, regardless of the owner:

Because of confusion in the 1950's about property lines, initial encroachment by Lot 1 to the west may have caused subsequent encroachment when a fence and retaining wall were constructed on Lot 2 which encroached into the adjoining Lot 3 to the east. Because of the unstable hillside and sliding soils the property corner may have moved. This encroachment was only discovered after the as-built survey was completed last year. The adjoining property owner recognizes the encroachment and has submitted an Easement Agreement to permit encroachment of the adjacent property lines, attached.

4. What hardship would result if the variance was not granted?

I would have to re-construct the entire buttress foundation, sauna and changing room to conform to the setback at considerable effort and expense. Removal of the buttress foundation would cause further soil erosion and sliding on this extreme slope.

5. How proposed project meets Variance Approval Criteria:

- (1) The buttress foundation is an asset constructed to address a critical soil erosion condition. This buttress and sauna structure facilitates my need for property and soil protection, it adds value to the property, and produces no adverse impacts on my neighbors.
- (2) Intent of title will be observed with no issues of safety or public welfare arising, and is open for inspection by CBJ planners.
- (3) The variance will not injure or impact nearby property or owners. Because of the extreme slope, the property to the north (7th Street) is well above the roofline of the sauna. There are no visual impacts with other properties, and the eastern property owner has granted an Easement Agreement (attached).
- (4) There are no proposed uses that are not already authorized in the district, with no commercial activities or additions to zoning density.
- (5) Compliance with existing standards:
 - a) Without a variance, the buttress foundation would need to be moved at considerable expense and effort. This removal would allow the slope to slide, as it has in the past.

Attachment A - Application Packet

- b) The buttress foundation and sauna were constructed in 2008 to blend in with the cedar fence and the 1914 main house. As such, they complement the main structure and are a basic amenity. Also, neither foundation nor sauna imposes an adverse visual profile in the neighborhood. The structure is surrounded by dense, steep undergrowth.
 - c) Because of the unique, steep slope and placement of the original 1950 retaining wall and fence, and the subsequent use of that footprint in 2008 for construction, compliance with existing setback standards would be unreasonably expensive.
(Buttress structures are square boxes filled with soil. They are built down- slope from the retaining wall and are pressed up against the wall to prevent movement. The buttress structures are made from both concrete and treated wood and are used to support the leaning retaining walls. These buttress structures are built adjacent to where the 1950 retaining walls are located. Since the retaining walls are located on the property lines, the buttress structures are located adjacent to the retaining fence walls and in the setback.)
 - d) Because of pre-existing, non-conforming conditions relative to the retaining wall, fence, buttress foundation and sauna, granting these public and adjoining property line variances would not result in a net decrease in overall compliance with the land use code, Title 49, or the building code, Title 19, or both; and,
- (6) Granting these variances will result in no detriments to the neighborhood. In fact, this structure stops continual soil sliding and is a positive asset for all. This structure and foundation will be well-kept and maintained at all times.

Since the sauna and dressing room are already constructed on top of the Buttress Structure, a variance from the setback requirements is needed for these buildings. The adjoining, east property owner has granted an Easement Agreement that permits access to the structures for repair and maintenance, attached.

EASEMENT AGREEMENT

THIS EASEMENT AGREEMENT is made this 22nd day of October 2012, by and between Richard and Kathy Ward, (hereinafter called "Grantors"), and Fate Putman and Kimberly Homme, (hereinafter called "Grantees").

WITNESSETH:

WHEREAS, Grantee desires the use of the property of Grantor for use as an Easement to maintain the Fence and Shed Outbuilding located primarily on Lot 2, Block 29, Juneau Township and extending partially onto the Northwest corner of Lot 3, Block 29, Juneau Township; and,

WHEREAS, in consideration of \$1.00 and valuable consideration, receipt of which is hereby acknowledged, Grantors is willing to enter into an easement agreement for the use of the property subject to the terms and conditions set forth herein.

NOW, THEREFORE, the parties mutually agree as follows:

1. Grantors hereby grants Grantees an easement to use the following described property: A small section of Lot 3, Block 29, Juneau Township, located in the Northwest corner of the property, adjacent to Lot 2, Block 29, Juneau Township to a distance of two (2) to three (3) feet onto Lot 3 from the edge of the fence and structure to allow for maintenance and repair. (See attached property As-built Survey, Appendix A)
2. This Easement Agreement shall automatically cease upon abandonment, herein defined as nonuse for any six (6) consecutive months, and all interests granted herein shall revert to grantor, or its successor, upon such abandonment.
3. The rights granted to and duties assumed by Grantees under this Easement Agreement may not be assigned or delegated by Grantees without the prior written consent of Grantors. Any attempted assignment or delegation by Grantees without the prior written consent of the Grantors shall be void.
4. This Easement Agreement may be amended from time to time, as may be necessary, by mutual consent of both parties; provided, however, that no amendment to the Easement Agreement shall be effective unless in writing and signed by both parties.
5. Both parties agree that time is of the essence and that time specifications contained herein shall be strictly construed.
6. Both parties represent and warrant that they have the authority to execute this Easement Agreement.
7. All notices referred to in the Easement Agreement shall be sent to the respective parties at the address stated below:

Grantors: KDW / RW

Grantees: KH / KH


Attachment A - Application Packet

Richard and Katherine Ward, Grantors
128 Sixth Street, Juneau, AK 99801

Vance Fate Putman and Kimberly Homme, Grantees
114 Sixth Street, Juneau, AK 99801

DATED this 27 day of October, 2012.

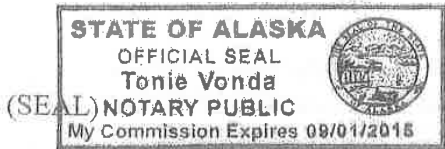
GRANTOR:




RICHARD WARD

STATE OF ALASKA)
) ss.
FIRST JUDICIAL DISTRICT)

This is to certify that on this 22 day of October, 2012, before me, the undersigned, a Notary Public in and for the State of Alaska, personally appeared Richard Ward to me known or proved upon adequate evidence to be the person who executed the foregoing instrument and acknowledged to me that he signed it voluntarily for the purposes therein stated.






NOTARY PUBLIC in and for ALASKA
My Commission Expires: 9-01-2015

DATED this 22 day of October, 2012.

GRANTOR:

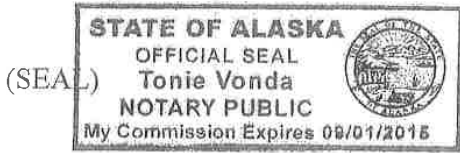


KATHERINE WARD

STATE OF ALASKA)
) ss.
FIRST JUDICIAL DISTRICT)

Attachment A - Application Packet

This is to certify that on this 22 day of October, 2012, before me, the undersigned, a Notary Public in and for the State of Alaska, personally appeared Katherine Ward to me known or proved upon adequate evidence to be the person who executed the foregoing instrument and acknowledged to me that she signed it voluntarily for the purposes therein stated.



[Signature]
NOTARY PUBLIC in and for ALASKA
My Commission Expires: 9-01-2015

DATED this 25th day of October, 2012.

GRANTEE:

[Signature]
VANCE FATE PUTMAN



STATE OF ALASKA)
) ss.
FIRST JUDICIAL DISTRICT)

This is to certify that on this 25 day of October, 2012, before me, the undersigned, a Notary Public in and for the State of Alaska, personally appeared Vance Fate Putman, to me known or proved upon adequate evidence to be the person who executed the foregoing instrument and acknowledged to me that he signed it voluntarily for the purposes therein stated.

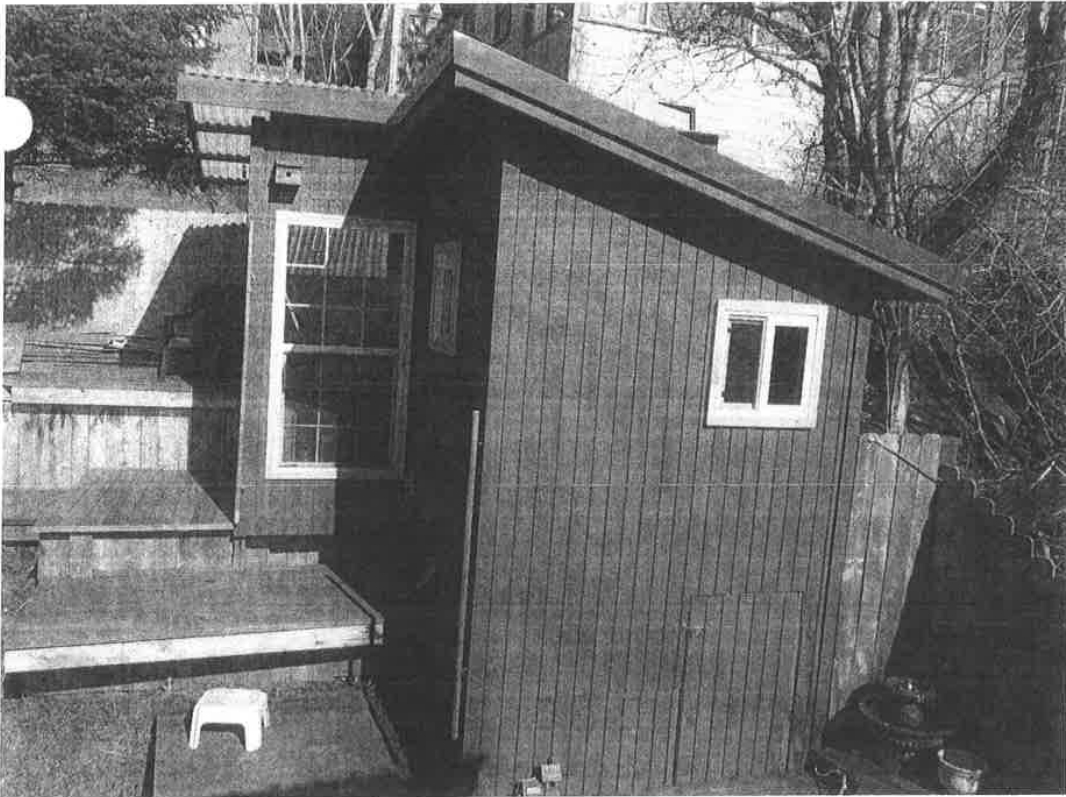
(SEAL)

[Signature]
NOTARY PUBLIC in and for ALASKA
My Commission Expires: 5/29/16

~~DATED this _____ day of _____, 2012.~~

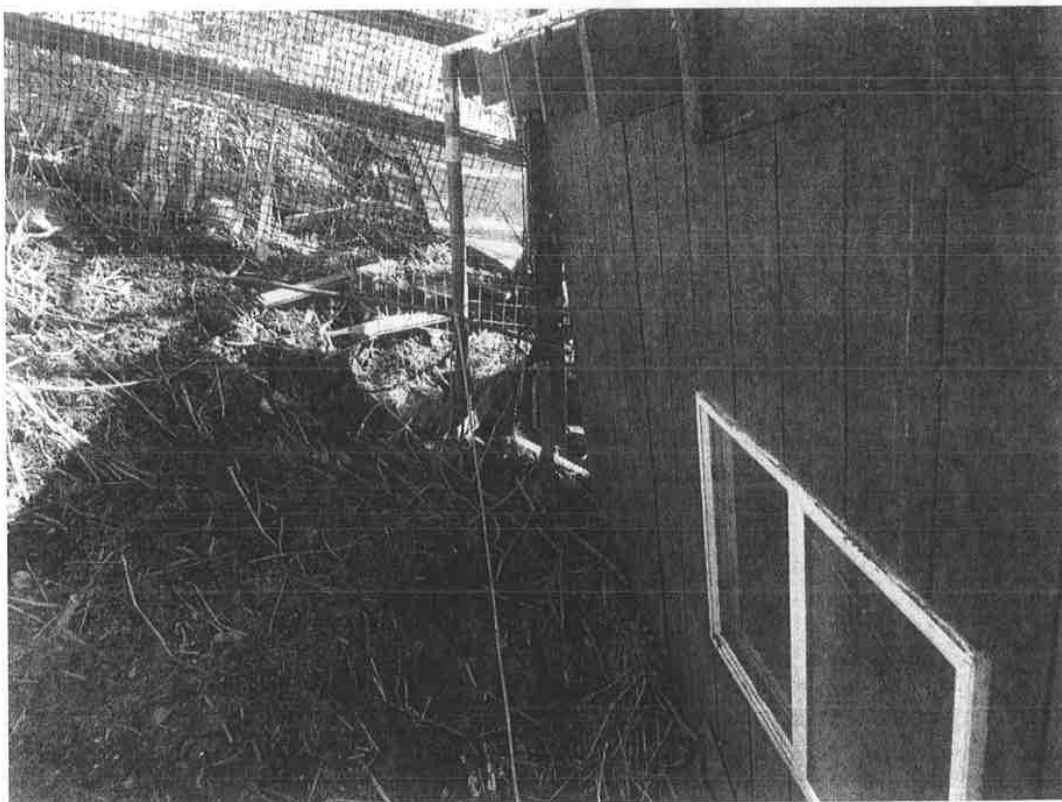
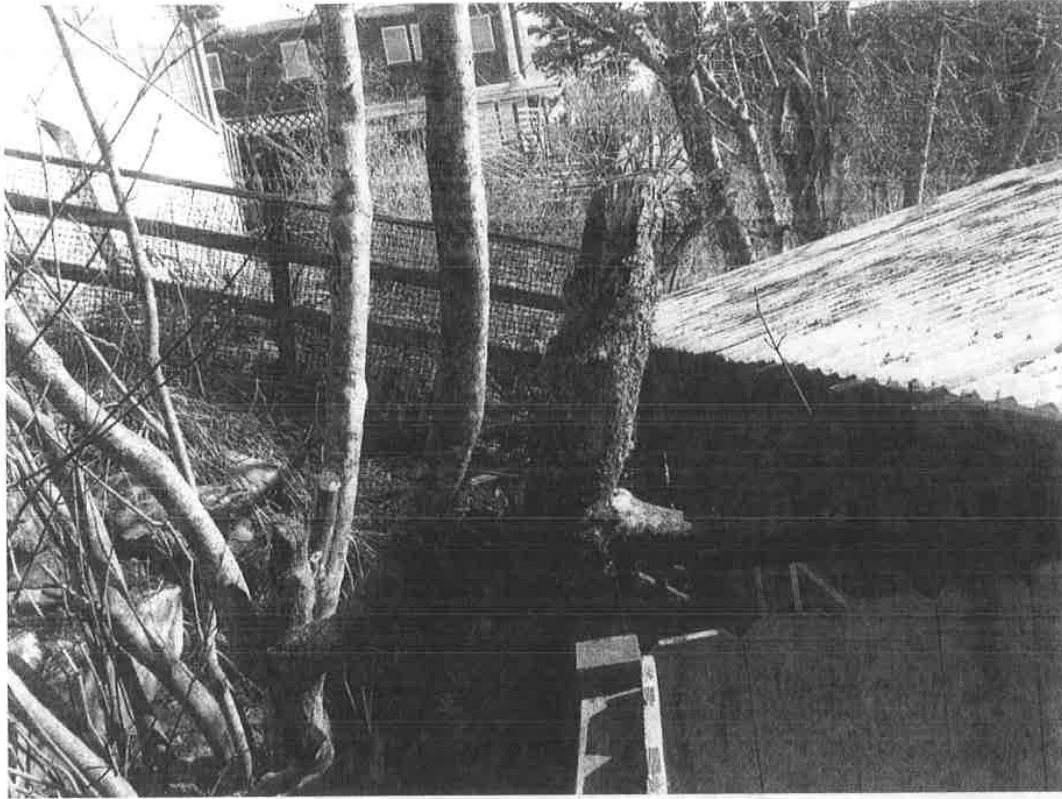
~~GRANTEE:~~

Attachment A - Application Packet



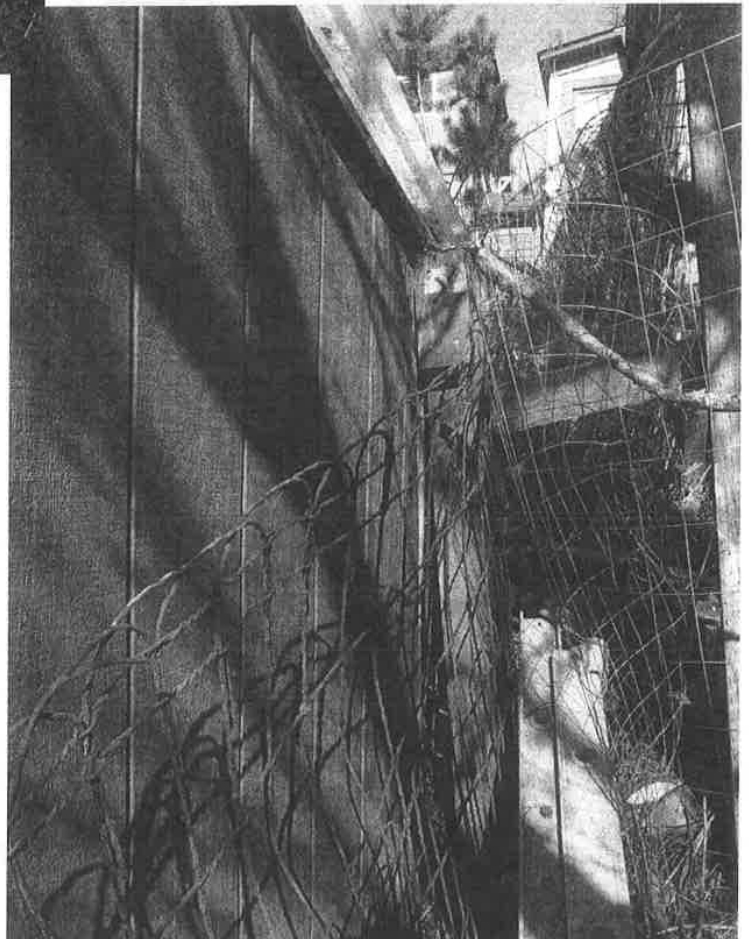
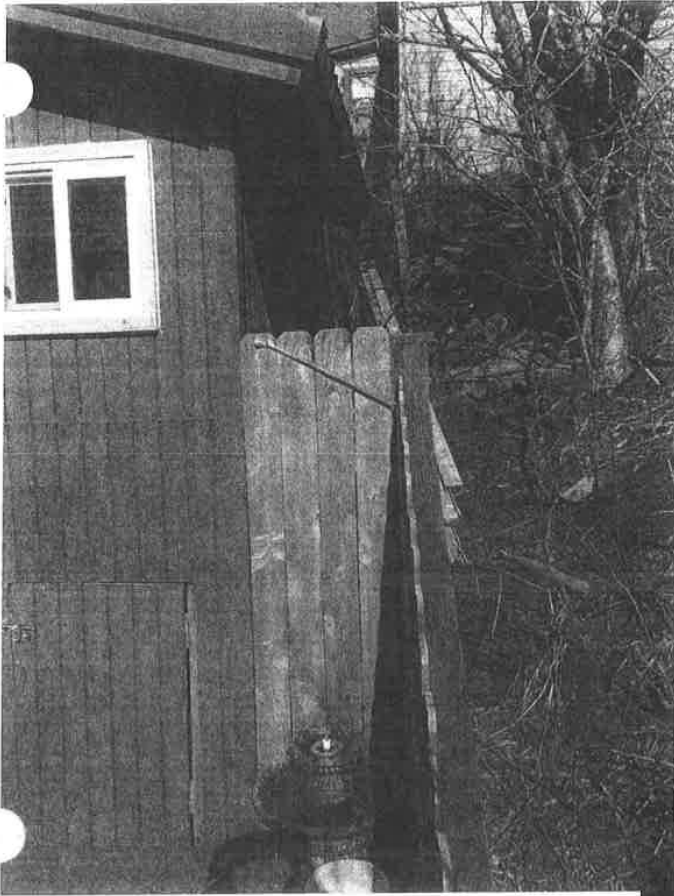
ATTACHMENT 5

Attachment A - Application Packet



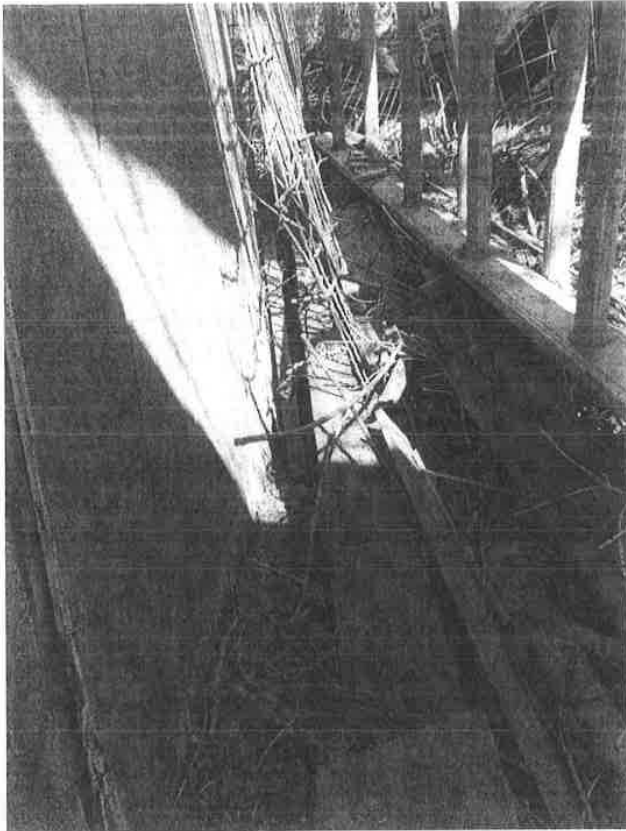
ATTACHMENT 5

Attachment A - Application Packet



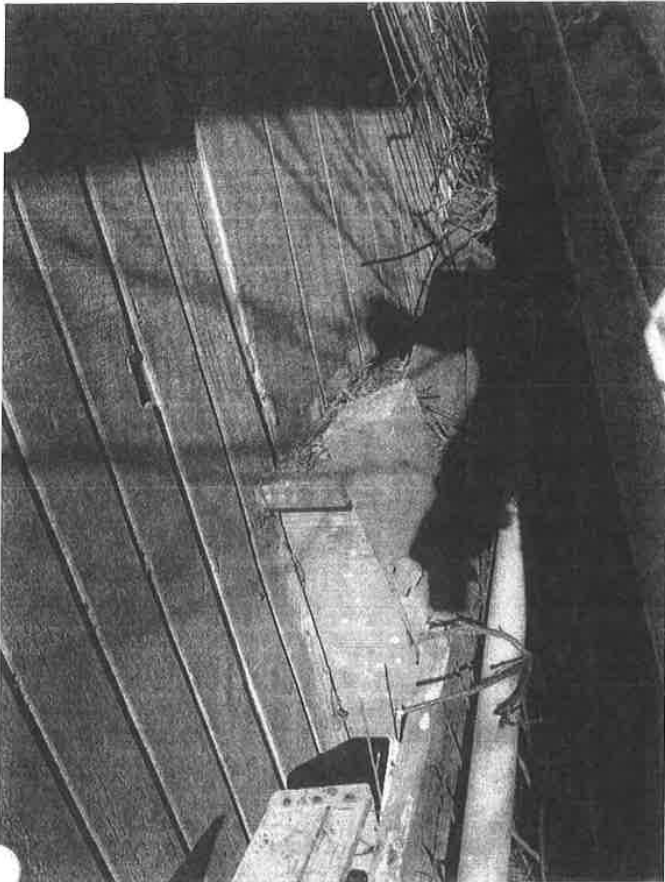
ATTACHMENT 5

Attachment A - Application Packet



ATTACHMENT 5

Attachment A - Application Packet



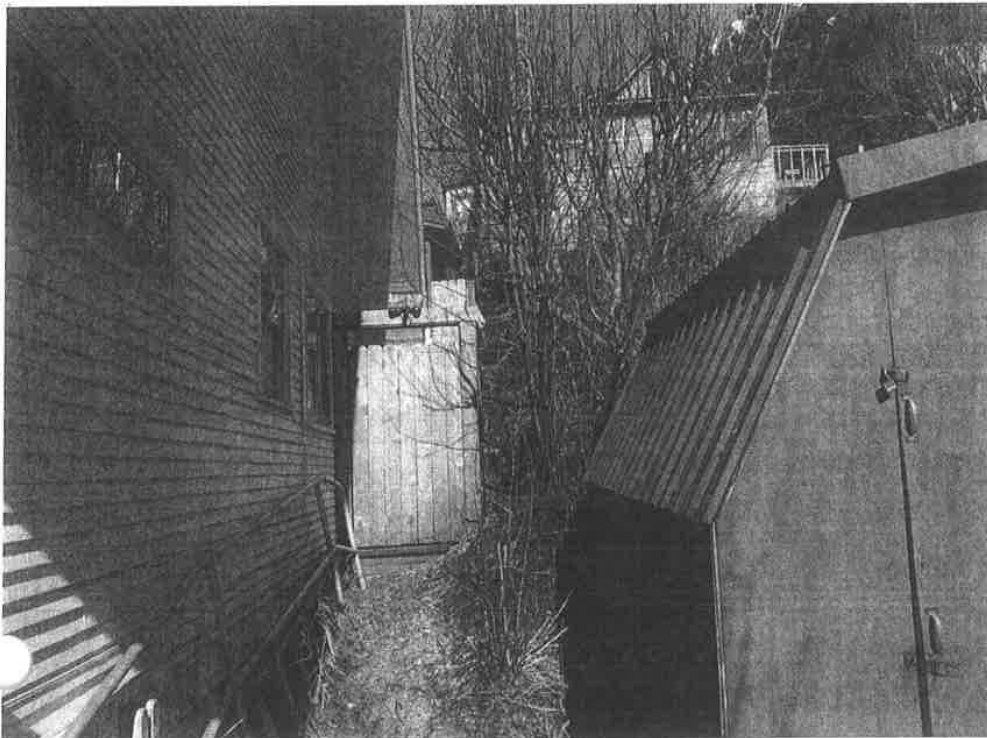
ATTACHMENT 5

Attachment A - Application Packet



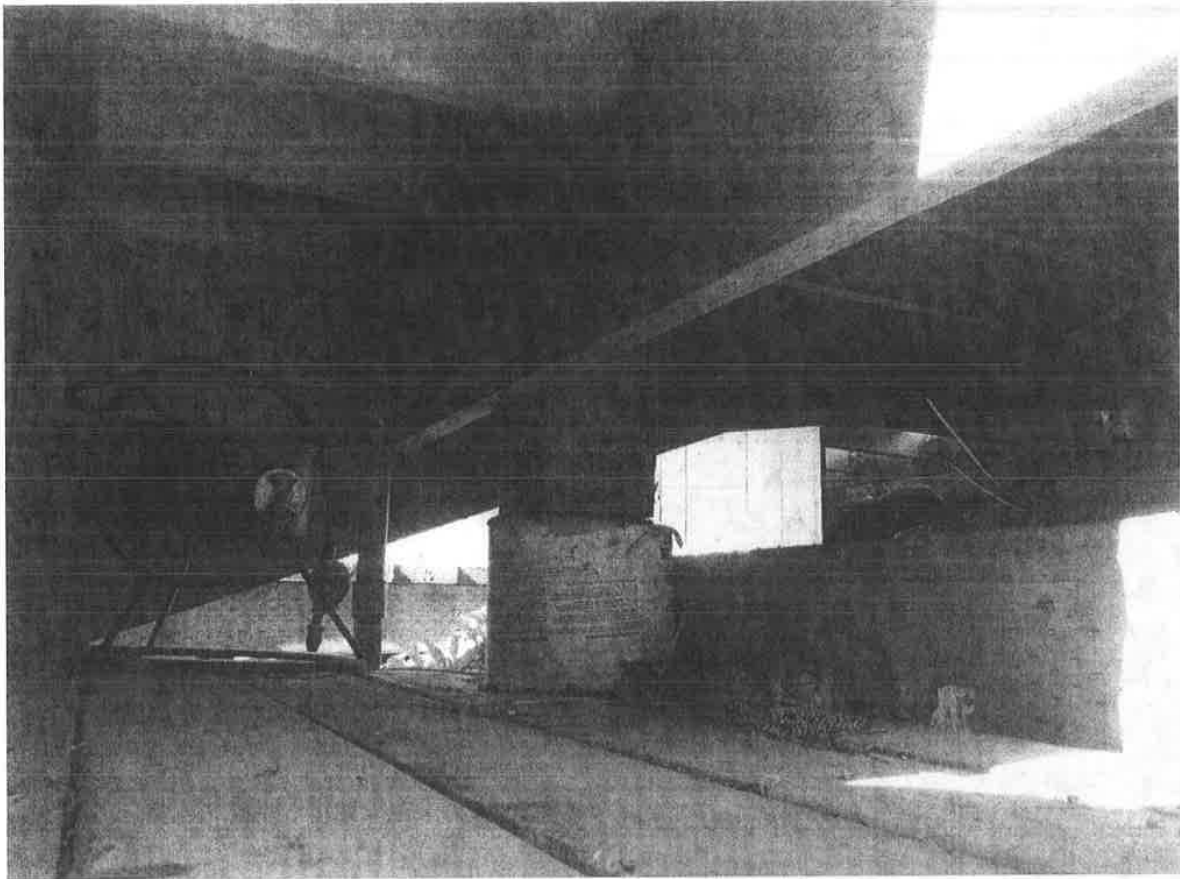
ATTACHMENT 5

Attachment A - Application Packet



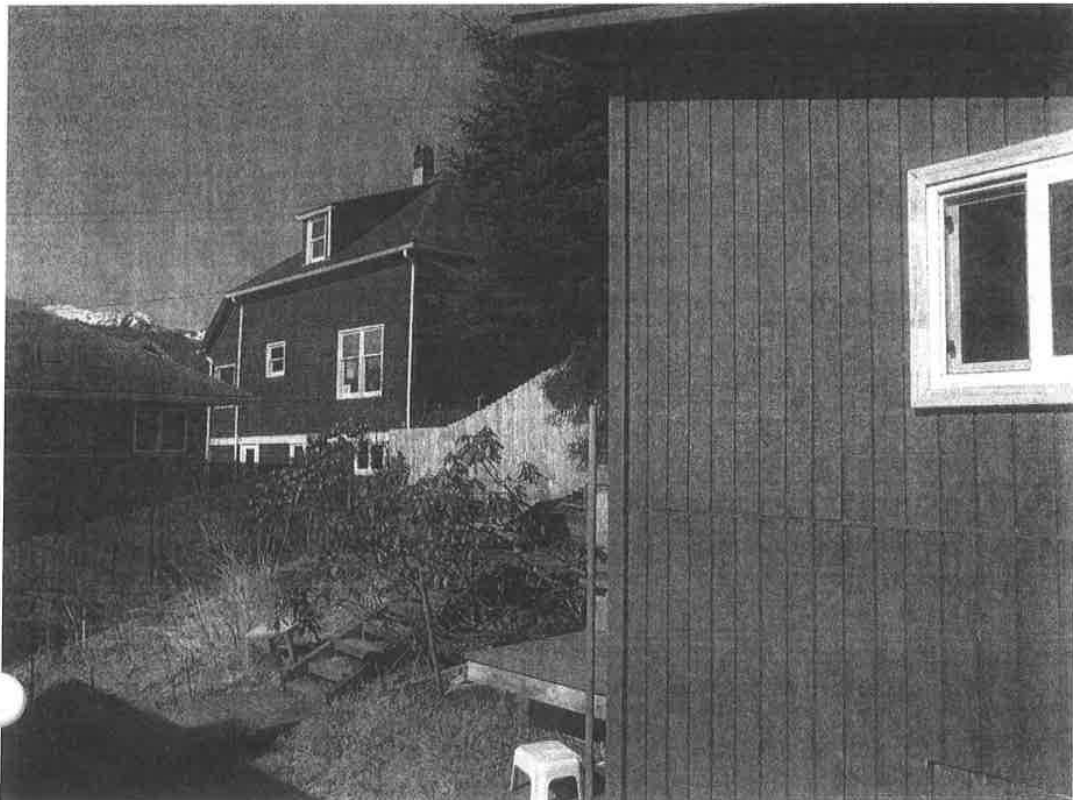
ATTACHMENT 5

Attachment A - Application Packet



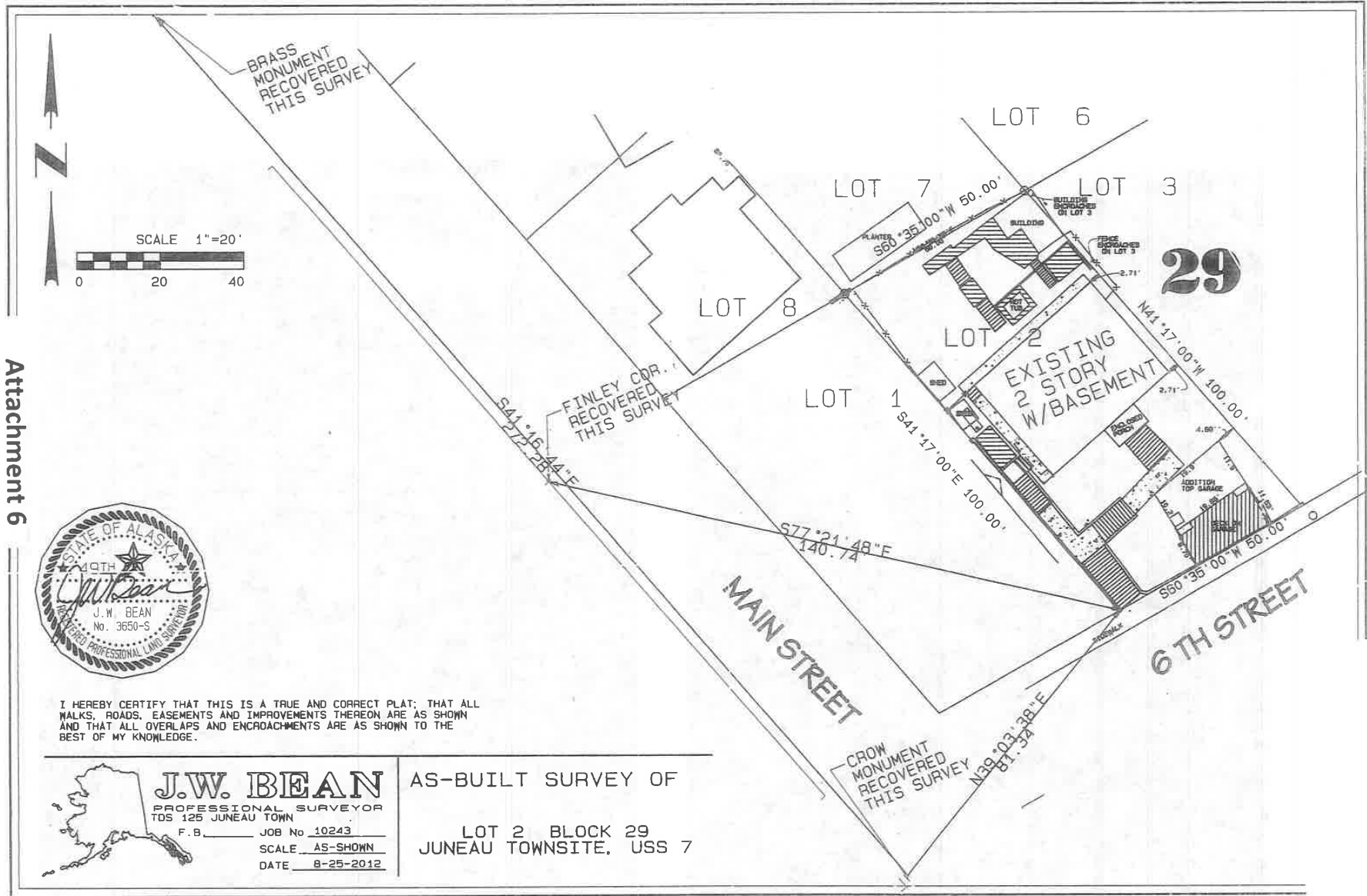
ATTACHMENT 5

Attachment A - Application Packet



ATTACHMENT 5

Attachment A - Application Packet



Attachment 6



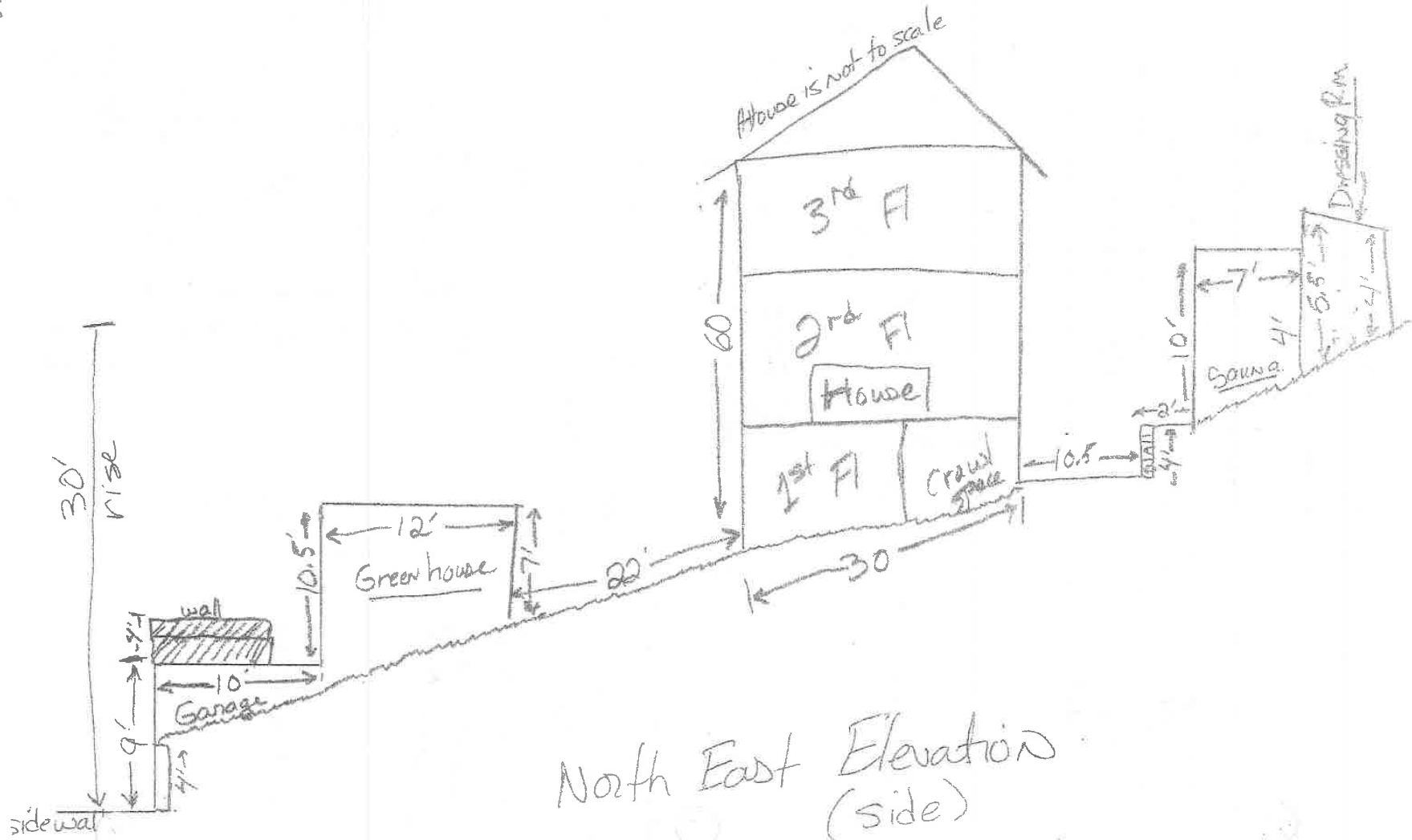
I HEREBY CERTIFY THAT THIS IS A TRUE AND CORRECT PLAT; THAT ALL WALKS, ROADS, EASEMENTS AND IMPROVEMENTS THEREON ARE AS SHOWN AND THAT ALL OVERLAPS AND ENCRoACHMENTS ARE AS SHOWN TO THE BEST OF MY KNOWLEDGE.

J.W. BEAN
 PROFESSIONAL SURVEYOR
 TDS 125 JUNEAU TOWN
 F.B. _____ JOB No. 10243
 SCALE AS-SHOWN
 DATE 8-25-2012

AS-BUILT SURVEY OF
 LOT 2 BLOCK 29
 JUNEAU TOWNSITE, USS 7

Putman Green House / Sauna (CBJ Building Permit # BLD-0009-001057)

received via email

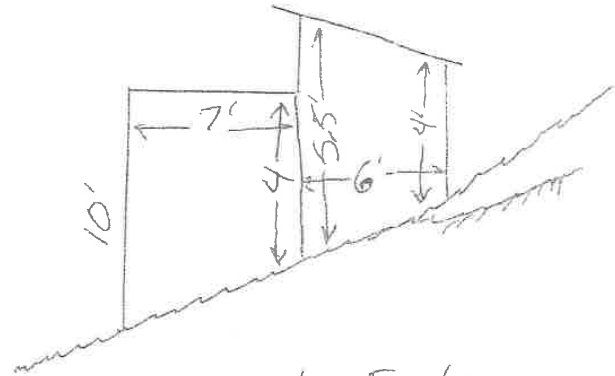


North East Elevation
(side)

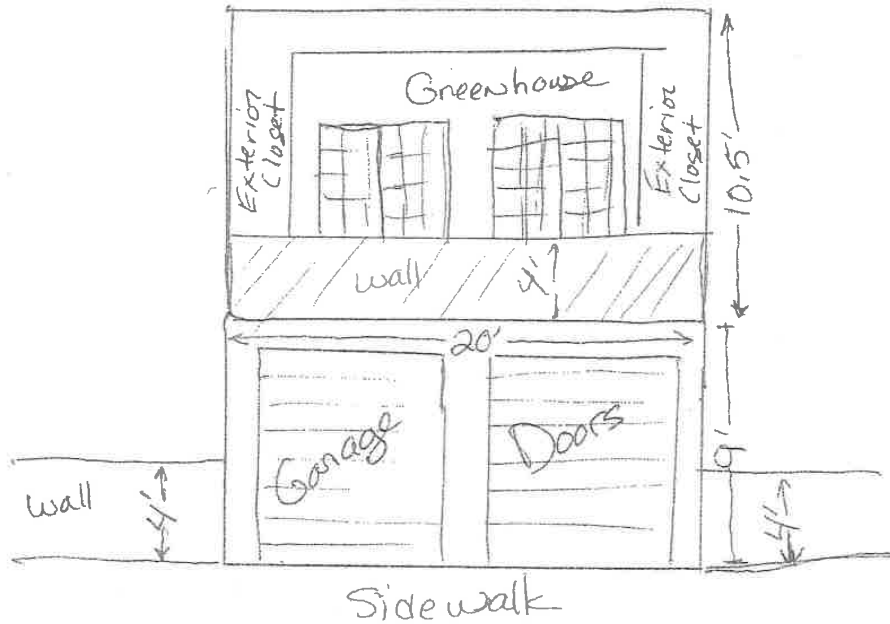
Putman Greenhouse/Sawna
(CBS Permit # BLD 2008-04157)

via email

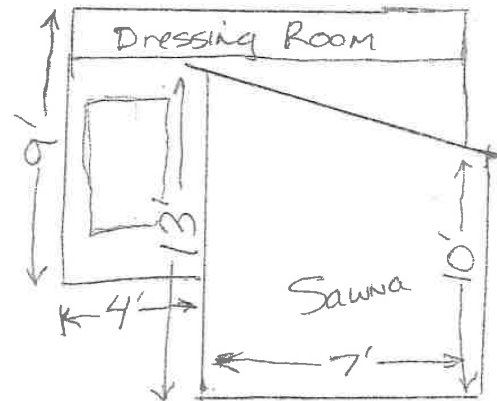
Northeast Elevation



South east (Front)
Elevation



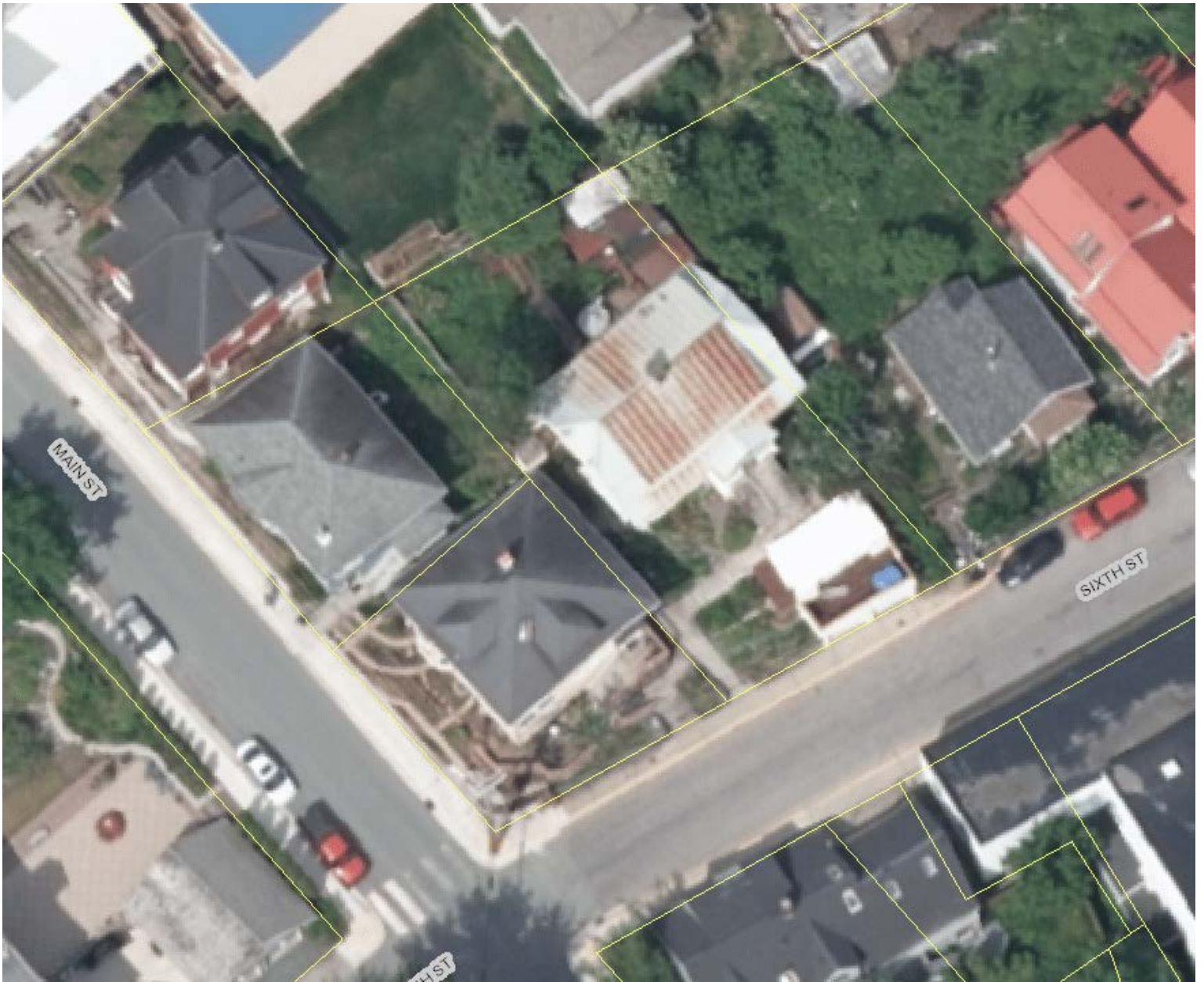
South East
Elevation



Attachment B - Information Reviewed



Attachment H - Excerpts from NCC2021 0065



Attachment H - Excerpts from NCC2021 0065



Attachment B - Information Reviewed

D18

Attachment H - Excerpts from NCC2021 0065

A
L
A
S
K
A

2021-006436-0

Recording Dist: 101 - Juneau
10/15/2021 10:43 AM Pages: 1 of 2



AFTER RECORDING, RETURN TO:

Caitlin Stern
Jessica Barker
114 6th Street
Juneau, AK 99801

AETIA 62984

WARRANTY DEED
A.S. 34.15.030

The Grantors, **VANCE FATE PUTMAN and KIMBERLY A. HOMME, husband and wife**, whose address is PO Box 20473, Juneau, AK 99802, for and in consideration of TEN DOLLARS (\$10.00) and other good and valuable consideration in hand paid, the receipt of which is hereby acknowledged, convey and warrant to **CAITLIN STERN and JESSICA BARKER, a married couple, as tenants by the entirety with full right of survivorship**, Grantees, whose mailing address is 114 6th Street, Juneau, AK 99801, the following-described real estate:

Lot 2, Block 29, Townsite of Juneau, Juneau Recording District, First Judicial District, State of Alaska.

SUBJECT TO reservations, exceptions, easements, covenants, conditions and restrictions of record, if any.

WARRANTY DEED
A4350\9594\Warranty Deed

Page 1

From: [Bridget LaPenter](#)
To: [Ilsa Lund](#)
Subject: RE: USE24-05 & PWP24-01 Agency Review
Date: Monday, April 15, 2024 2:26:53 PM
Attachments: [image.png](#)

GE has no issues with the parking waiver.

Thanks.

Bridget LaPenter, P.E. | Chief GE Engineer
General Engineering Department | City & Borough of Juneau, AK
Location: 230 S. Franklin Street, 4th Floor Marine View Building
Office: 907.586.0800 ext. 4187 Cell: 907.500.4170

From: Ilsa Lund <Ilsa.Lund@juneau.gov>
Sent: Tuesday, April 2, 2024 3:06 PM
Subject: USE24-05 & PWP24-01 Agency Review

Hello CBJ Team,

We have received applications from the residents of 114 Sixth St. to build an accessory apartment on top of the existing garage (USE2024 0005), and to waive the minimum required parking for the addition of the accessory dwelling (PWP2024 0001). As part of the review process, we are circulating the application amongst CBJ departments for input that will be provided to the Planning Commission for review.

Attached are the applications. Later this week, you can also find information at the short-term planning web site: <https://juneau.org/community-development/short-term-projects>

We have the case scheduled for the Planning Commission meeting on May 14th. If you could provide feedback by **April 22, 2024**, that would be very helpful. I've attached an Agency Comment Form for your use.

Warm regards,

Ilsa Lund | Planner I

Community Development Department | City & Borough of Juneau, AK

Location: 230 S. Franklin Street, 3rd Floor-Marine View Building

Office: 907.586.0753 ext. 4128



Fostering excellence in development for this generation and the next.



(907) 586-0715
CDD_Admin@juneau.gov
www.juneau.org/community-development
155 Heritage Way • Juneau, AK 99801

COMMUNITY DEVELOPMENT DEPARTMENT - REQUEST FOR AGENCY COMMENT

DEPARTMENT: CCFR
STAFF PERSON/TITLE: Theresa Ross, Fire Marshal
DATE: 04/02/2024
APPLICANT: Jessica Barker & Caitlin Stern
TYPE OF APPLICATION: Conditional Use (CUP) and Parking Waiver (PWP)

PROJECT DESCRIPTION:

The applicants are requesting a CUP to construct a 430 sq. ft. accessory dwelling unit (ADU) on top of an existing garage. They are also requesting a PWP for the required one (1) parking space for the ADU. They say they already have two (2) off-street parking spaces and only use one (1).

LEGAL DESCRIPTION: JUENAU TOWNSITE BL 29 LT 2
PARCEL NUMBER(S): 1C060A290030
PHYSICAL ADDRESS: 114 Sixth St.

SPECIFIC QUESTIONS FROM PLANNER:

None.

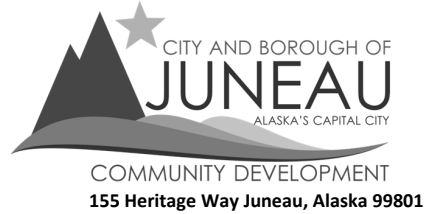
AGENCY COMMENTS:

No concerns from the fire department.

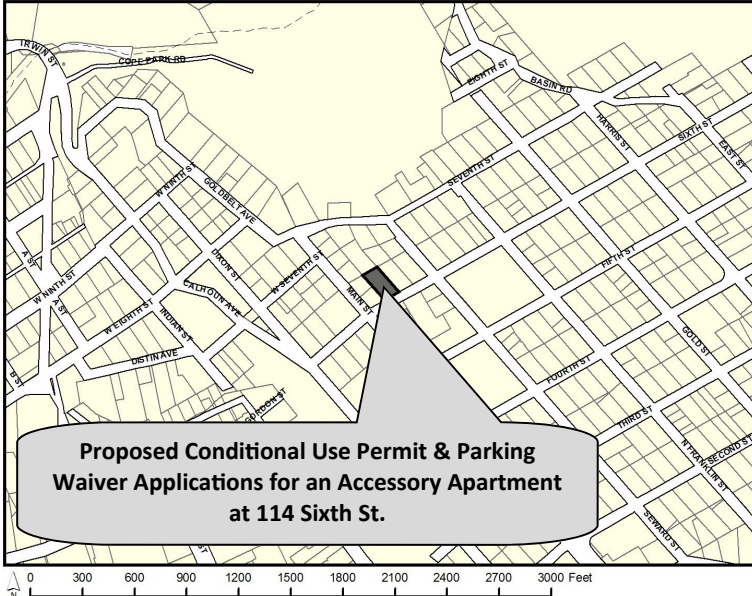
Invitation to Comment

On a proposal to be heard by the CBJ Planning Commission

Your Community, Your Voice



TO



Conditional Use Permit & Parking Waiver applications have been submitted for consideration and public hearing by the Planning Commission for **an Accessory Apartment at 114 Sixth Street** in a **D18 zone**.

PROJECT INFORMATION:

Project Information can be found at:

<https://juneau.org/community-development/short-term-projects>

PLANNING COMMISSION DOCUMENTS:

Staff Report expected to be posted **May 6, 2024** at

<https://juneau.org/community-development/planning-commission>

Find hearing results, meeting minutes, and more here, as well.

Now through April 22	April 23 — noon, May 10	HEARING DATE & TIME: 7:00 pm, May 14, 2024	May 15
Comments received during this period will be sent to the Planner, Ilsa Lund , to be included as an attachment in the staff report.	Comments received during this period will be sent to Commissioners to read in preparation for the hearing.	This meeting will be held in person and by remote participation. For remote participation: join the Webinar by visiting https://juneau.zoom.us/j/86939674618 and use the Webinar ID: 869 3967 4618 OR join by telephone, calling: 1-253-215-8782 and enter the Webinar ID (above). You may also participate in person in City Hall Assembly Chambers, 155 Heritage Way Juneau, Alaska.	The results of the hearing will be posted online.

FOR DETAILS OR QUESTIONS,

Phone: (907)586-0753 ext. 4128

Email: pc_comments@juneau.gov or ilsa.lund@juneau.gov

Mail: Community Development, 155 Heritage Way, Juneau AK 99801

Case No.: USE2024 0005 & PWP2024 0001
Parcel No.: 1C060A290030
CBJ Parcel Viewer: <http://epv.juneau.org>



Attachment K - Abutters Notice and Public Notice Sign Photo

From: [Jessie Barker](#)
To: [Ilsa Lund](#)
Cc: [Caitlin Stern](#)
Subject: Re: Your Public Notice Sign Is Ready!
Date: Friday, April 26, 2024 3:48:51 PM
Attachments: [image002.png](#)

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

Hi Ilsa,

Please see the attached sign.

Best,
Jessie

On Wednesday, April 24, 2024, Ilsa Lund <Ilsa.Lund@juneau.gov> wrote:

Good afternoon!

The public notice sign for your cases USE2024 0005 and PWP2024 0001 is in the permit center, ready for pick-up. The Permit Center is on the 4th floor of the Marine View Building at 230 S. Franklin St. You already paid the sign fee when you submitted your application, so all you need to do is pick it up and install it. It needs to be posted by **April 29, 2024**. It must be visible from the right-of-way.

Please email a picture of the posted sign. The email will be used to date stamp the posting.

Let me know if you have any questions.

Kind regards,

Ilsa Lund | Planner I

[Community Development Department](#) | City & Borough of Juneau, AK

Location: 230 S. Franklin Street, Marine View Building

Contact of visit the Permit Center on the 4th floor for an in-person meeting. 907-568-0715

Office: 907.586.0753 ext. 4128

Attachment K - Abutters Notice and Public Notice Sign Photo



Fostering excellence in development for this generation and the next.