

DRAFT MINUTES

Agenda

Planning Commission

Regular Meeting

CITY AND BOROUGH OF JUNEAU

Mandy Cole, Chair

April 23, 2024

I. LAND ACKNOWLEDGEMENT – Read by Mr. Arndt

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

II. ROLL CALL

Mandy Cole, Chair, called the Regular Meeting of the City and Borough of Juneau (CBJ) Planning Commission (PC), held in Assembly Chambers of the Municipal Building, virtually via Zoom Webinar, and telephonically, to order at 7:05 p.m.

Commissioners present: Commissioners present in Chambers – Mandy Cole, Chair; Erik Pedersen, Vice Chair; Travis Arndt, Clerk; Matthew Bell, Deputy Clerk; Adam Brown; Nina Keller; David Epstein, Jessalynn Rintala, Lacey Derr

Commissioners present via video conferencing – None

Commissioners absent: None

Staff present: Jill Lawhorne, CDD Director; David Peterson, Planner II; Forrest Courtney, Planner II; Nicolette Chappell, CDD Administrative Coordinator; Lily Hagerup, CDD Administrative Assistant; Sherri Layne, Attorney III; Minta Montalbo, Senior Planner; Daniele Gaucher, Administrative Officer

Assembly members: Paul Kelly

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

IV. APPROVAL OF MINUTES

A. January 9, 2024 Draft Minutes, Regular Planning Commission

MOTION: *by Mr. Epstein to approve the January 9, 2024, Planning Commission Regular Meeting minutes.*

The motion passed with no objection.

V. BRIEF REVIEW OF THE RULES FOR PUBLIC PARTICIPATION – by Chair Cole

VI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS - None

VII. ITEMS FOR RECONSIDERATION - None

VIII. CONSENT AGENDA - None

IX. UNFINISHED BUSINESS - None

X. REGULAR AGENDA

SMF2024 0001: Applicant requests a final plat review for Lot 1, Unit Lot A, of Phase 1; Lot 2, and the first segment of Seymour Way. Unit Lot A is the location of a 24-unit multifamily building on approximately 0.23 acres at 7400 Glacier Highway in a D18 Zone.

Applicant: Glacier Heights LLC

Location: 7400 Seymour Way

Staff Recommendation

Staff recommends the Planning Commission adopt the Directors analysis and findings and Approve the Final Plat SMF2024-0001 with Conditions.

STAFF PRESENTATION – by Director Lawhorne

QUESTIONS FOR STAFF

Mr. Arndt asked whether there were two or three parent lots. Ms. Lawhorne said eventually there will be three parent lots.

Ms. Cole referred to the report of met and unmet issues in the table and asked if the conditions are sufficient to cover those. Ms. Lawhorne explained the unmet issues will be reviewed again by staff before the final plat will be recorded.

Mr. Arndt thought the bonding had to be in place before coming before the PC. Ms. Lawhorne said Chilkat Vista was a little different because of the way it was bonded.

APPLICANT PRESENTATION – Garrett Johnson, Glacier Heights LLC was present and available for commissioner questions.

COMMISSIONER QUESTIONS FOR STAFF

Mr. Arndt asked if the drawings in pages 21-23 constitute the plat. Ms. Lawhorne confirmed that is the case. The plat will be signed and sealed before it is finalized.

Mr. Pedersen asked if the applicant would have to come back before the PC if they wanted to change the phasing. Ms. Lawhorne said if it was a very minor modification, it would not need to. In most cases, however, it would come back to the PC.

MOTION: *by Mr. Arndt to accept staff's findings, analysis, and recommendations, and approve SMF2024 0001.*

The motion passed with no objection.

XI. OTHER BUSINESS - None

XII. STAFF REPORTS - Director Lawhorne reported:

- The Director thanked staff and other CBJ departments for their efforts with Blueprint. Specifically, she mentioned Beth McKibben, Alix Pierce, Scott Ciambor, Minta Montalbo, and Forrest Courtney and the Steering Committee.
- This is Lily Hagerup's last PC meeting.
- Next meeting May 14. There are multiple items scheduled to be on the consent agenda that evening.
- June 11 meeting is cancelled. The department will be implementing their new software that week.
- July 9 meeting may be cancelled.

XIII. COMMITTEE REPORTS

Mr. Epstein – PWFC – No report

Ms. Cole – Lands – They heard a housing update and Mr. Ciambor shared a link for more information at that meeting. The accessory grants are on hold currently.

XIV. LIAISON REPORTS – Assembly Member Kelly reported:

- There was a COW meeting and they discussed short term rental regulation.
- The Assembly has officially shelved plans to move the homeless campground to 100 Mill Street due to unforeseen expenses and because of upcoming construction to a neighboring lot. Instead, they will introduce an ordinance to allow establishment of a campground by resolution at any time. This will allow the assembly to act quickly.

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

XVI. PLANNING COMMISSION COMMENTS AND QUESTIONS

Ms. Cole said she and Mr. Pedersen had discussed the making of motions and amendments to change conditions and findings and encouraged members to consider including one change in a motion rather than many changes. Otherwise, an entire motion might be voted down because of a single component. Ms. Layne added that the members could make an amendment to an amendment but should not go further than that before voting. Both encouraged members to plan out and consider motions and amendments ahead of time when possible.

XVII. EXECUTIVE SESSION - None

XVIII. ADJOURNMENT – 7:36 p.m.

Next Regular Meeting May 14, 2024 7:00 p.m.

Respectfully submitted by Kathleen Jorgensen Business Assists (907)723-6134 🇺🇸