

# **DRAFT MINUTES**

Agenda

**Planning Commission**

***Regular Meeting***

CITY AND BOROUGH OF JUNEAU

*Mandy Cole, Chair*

February 27, 2024

## **I. LAND ACKNOWLEDGEMENT – Read by Lacey Derr**

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 7:00 p.m.

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

Commissioners present via video conferencing – Travis Arndt, Clerk;

**Commissioners absent:** None

**Staff present:** Scott Ciambor, CDD Planning Manager; Irene Gallion, CDD Senior Planner; Daniéle Gaucher, CDD Administrative Officer; Nicolette Chappell, CDD Administrative Coordinator; Ilsa Lund, CDD Planner I; Forest Courtney, CDD Planner II; Minta Montalbo, CDD Senior Planner; Sherri Layne, LAW Assistant Municipal Attorney

**Assembly members:** Paul Kelly, Assembly Liaison, via Zoom

## **III. REQUEST FOR AGENDA CHANGES AND APPROVAL OF AGENDA – None**

**IV. APPROVAL OF MINUTES**

**A.** December 12, 2023 Draft Minutes, Regular Planning Commission

**MOTION:** *by Mr. Epstein to approve the December 12, 2023 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**

**ARF2023 0002:** Alternative Residential Subdivision modification to increase surface parking and modify open space.

**Applicant:** Glacier Heights LLC

**Location:** 7400 Glacier Highway

**DIRECTOR'S REPORT**

The Alternative Residential Subdivision modification to increase surface parking and modify open space proposal eliminates underground parking in Buildings B,C and D, in favor of adding three-bedroom units to the 1- and 2-bedroom mix. The number of units does not change. Building B is moved northward due to unsuitable soils in the southwest corner, and Building B's previous footprint provides parking. Note that affordability bonuses were not a part of the original proposal, and the Commission does not have purview over the ownership style; whether apartments or condominiums.

**STAFF RECOMMENDATION**

Staff recommends the Planning Commission adopt the director's analysis and findings and APPROVE WITH CONDITIONS the Alternative Residential Subdivision modification to increase surface parking and modify open space for the Ridgeview Subdivision Phase 1, developing 96 dwelling units on approximately three acres at 7400 Glacier Highway in a D18 zone. Final proposed project: 444 units on 19.71 acres.

The approval is subject to the following ongoing conditions:

1. Plan and install a continuous vegetated barrier along the entire length of the development from the platted connection with Vista del Sol Drive along the shared property line to the development's property line at Glacier Highway. The vegetated barrier will be depicted on the preliminary and final plats of each Phase located in this area with an associated plat note. The vegetative buffer will be completed by phase, and required before the Temporary Certificate of Occupancy is issued.

2. The vegetative buffer on the west lot line shall be 15 feet wide, and can be reduced to five (5) feet with fence sufficient to provide a visual and acoustic buffer.
3. Establish unique names for the roadways in the subdivision.
4. Install signage where Vista del Sol Drive and the proposed subdivision road meet, with directional arrows depicting the split.
5. The developer will submit documentation of approval of the mailbox location by the United States Post Office.
6. Snow storage may be modified and approved by the Director if the area of snow storage provided per lot remains the same.

**MOTION:** *by Mr. Pedersen to accept staff's findings, analysis, and recommendations, and approve ARF2023 0002.*

**The motion passed with no objection.**

**IX. UNFINISHED BUSINESS—** None

**X. REGULAR AGENDA**

**USE2023 0009:** Conditional Use Permit approval for Eaglecrest Ski Area's Summer Development Plans

**Applicant:** Dave Scanlan, Eaglecrest General Manager

**Location:** 3000 Fish Creek Road

**DIRECTOR'S REPORT**

The applicant requests a Conditional Use Permit for amenities at Eaglecrest Ski area, a municipally owned ski area operated as a special revenue fund of the City and Borough of Juneau.

In 2018, Eaglecrest began planning the expansion of summer operations to ensure the long-term, financial sustainability of the ski area. In 2019, the Eaglecrest Summer Operations Task Force was created to better understand the range of business models, costs, and potential revenues from summer operations investments. In 2021, the CBJ Assembly purchased a gondola from Austria, and has subsequently entered into a Revenue Sharing Agreement with Goldbelt, Inc.

Proposed amenities include a new aerial conveyance gondola with three stations and supporting tower structures, a Summit House resort lodge, construction access roads, mountain bike trails, Upper Fish Creek bridge crossings, a picnic pavilion near Cropley Lake, and a snow tubing park.

**STAFF RECOMMENDATION**

Staff recommends the Planning Commission adopt the Director's analysis and findings and APPROVE the requested Conditional Use Permit. The permit would allow the development of a gondola, Summit House lodge, and other amenities in a Rural Reserve (RR) Zone. Approval is subject to the following conditions:

1. The minimum required setback from the southern CBJ parcel boundary for the Summit House lodge structure is 25-feet.
2. The maximum allowed height is 45 feet.

3. Expand the Lower Nordic Trail parking lot by a minimum of thirty (30) off-street parking spaces.
4. All exterior lighting fixtures shall be of a “full cutoff” design.
5. Prior to issuance of a Temporary Certificate of Occupancy, ESA shall ensure that all drainage, storm water, and stabilization improvements related to specific features and facilities are completed and functioning.
6. ESA shall minimize disturbance to the natural course of streams and drainage ways. Where disturbance is unavoidable, ESA will protect adjacent areas from contamination from storm water runoff and provide a drainage system or structures that will minimize the possibility of sedimentation and soil erosion on-site and downstream and maintain or enhance the general stream characteristics of the stream and its receiving waters.

STAFF PRESENTATION – Presented by Planning Manager Ciambor

APPLICANT PRESENTATION – Dave Scanlan, Eaglecrest General Manager, presented **USE2023 0009** explaining the project will allow additional revenue in the summer months which will in turn support winter programs.

QUESTIONS FOR APPLICANT

Mr. Epstein referred to the year-round tubing program and asked how you can go tubing in summer. Mr. Scanlan explained there would be an astroturf type of surface used in summer.

Ms. Derr asked for more information regarding the midway station. Specifically, the planned size and amenities that will be provided. Mr. Scanlan said it will be an elevated covered steel decking to be used for loading and off-loading passengers. There will be vault toilets available at Cropley Lake. If needed, they can add another vault toilet at the midway station. There will be road access to facilitate maintenance.

Ms. Rintala asked how bus parking would be accommodated. Mr. Scanlan said they foresee buses rotating through and not have much bus parking. There will be room for staging buses waiting for passengers.

Mr. Pedersen asked if there were anticipated parking pressures with gondola riders coming up. Mr. Scanlan said the lower parking lot will be expanded to add 30 more spaces and the Nordic lot is available for overflow parking on peak days. Eaglecrest has 15-passenger vans to provide circulator shuttle access to the overflow lot.

Ms. Cole asked Eaglecrest Board President Mike Satre for a timeline of the project and if it would be completed in phases. Mr. Satre said the project is planned to be built as presented and not in phases. If anything extra or other expansions are considered needed, they will come back to CDD for permits as necessary.

Ms. Cole asked when the project would start once the land use issue is resolved. Mr. Scanlan answered they hope to have a contract in place and start work in May and have the gondola ready for skiers for the 2025/2026 winter with summer gondola service starting summer of 2026.

PUBLIC COMMENT

*Dave Hanna, via Zoom* – Spoke in support saying this is an exciting and well researched project that will be good for the community.

ADDITIONAL APPLICANT QUESTIONS

Ms. Cole referred to the comments from DEC septic and drinking water divisions and asked Mr. Scanlan for his response to those comments. Mr. Scanlan said they have been working closely with DEC to comply with the potable and waste water concerns. They are currently working on one potable water recirculation permitting issue.

Ms. Rintala asked about the staff recommended condition concerning drainage and streams. Mr. Scanlan does not foresee any problem with complying with the recommended conditions.

Ms. Cole asked how they mitigate hazards in the area. Mr. Satre said this is a geologically different area from the downtown hazard zones. They are working with engineers concerning summer usage. Mr. Scanlan explained the extensive work they have done with the Army Corps of Engineers to mitigate and work around snow avalanche hazard areas.

COMMISSIONER DISCUSSION

Mr. Pedersen expressed concerns regarding parking and traffic circulation but said they do not rise to the level of requiring a condition.

Ms. Cole asked Mr. Ciambor whether a roundabout or light would be necessary at the bottom of Fish Creek Rd. Mr. Ciambor said it would not be needed. Mr. Epstein added that the intersection at Fish Creek Road is managed by the state and is not within CBJ purview.

**MOTION:** *by Mr. Pedersen to accept staff’s findings, analysis, and recommendations, and approve USE2023 0009.*

***The motion passed with no objection.***

**CSP2023 0001:** City Project Review for Eaglecrest Ski Area’s Summer Development Plans  
**Applicant:** Dave Scanlan, Eaglecrest General Manager  
**Location:** 3000 Fish Creek Road

DIRECTOR'S REPORT

The applicant requests a City Project Review recommendation for amenities at Eaglecrest Ski area, a municipally owned ski area operated as a special revenue fund of the City and Borough of Juneau.

Proposed amenities include a new aerial conveyance gondola with three stations and supporting tower structures, a Summit House resort lodge, construction access roads, mountain bike trails, Upper Fish Creek bridge crossings, a picnic pavilion near Cropley Lake, and a snow tubing park.

### **STAFF RECOMMENDATION**

Staff recommends the Planning Commission adopt the Director's analysis and findings and forward a recommendation of APPROVAL to the CBJ Assembly for the requested gondola, Summit House lodge, and other amenities.

STAFF PRESENTATION – By Mr. Ciambor.

### **QUESTIONS FOR STAFF**

Mr. Epstein asked for clarification of the difference between the CSP and USE permits. Attorney Layne explained that this CSP is before the Commission because it is over \$500,000. (This project exceeds \$10,000,000)

Ms. Cole explained that the Commission's duty in this case is not to approve or deny but to recommend for approval or not.

### **APPLICANT PRESENTATION**

Mr. Satre asked for approval and was available for questions.

**MOTION:** *by Ms. Derr to accept staff's findings, analysis, and recommendations, and recommend approval of CSP2023 0001.*

***The motion passed with no objection.***

XI. **OTHER BUSINESS** – None

XII. **STAFF REPORTS** – Mr. Ciambor presented

- Long term planning update memo serves as the staff report for this meeting.
- Introduced new employees to the department
- Blueprint Downtown *Draft* is ready to come before the Commission for comments. The draft is live on the CBJ website and could be discussed at the March 26 public meeting.
- Comprehensive Plan and S. Douglas/W. Juneau Plans are also in the works

Ms. Cole suggested Blueprint Downtown could be heard at the March 26 meeting with public testimony or it could be introduced with a COW meeting before the public meeting.

Ms. Keller asked if they would have time to review it before the public meeting. She would prefer a COW earlier than March 26. Mr. Ciambor said if there needs to be a COW on March 12, there will be staff available.

Ms. Cole suggested a COW at 6:00 p.m. on March 12 with public hearing at the Regular PC meeting on March 26.

**XIII. COMMITTEE REPORTS** – no reports

**XIV. LIAISON REPORTS** – Assembly member Kelly reported on the recent Lands Committee meeting. There was an update on Mayflower Island. CBJ is in communication with the Douglas Indian Association. They heard a request regarding Renninger Subdivision asking to subdivide and purchase portions of Lots 4 and 5. Travel Juneau provided an update. They heard an update on Telephone Hill and the Sandberg request to purchase City property.

Mr. Kelly reported the Assembly COW approved option C regarding Telephone Hill. This will remove several buildings and add apartments.

Affordable Housing approved loans for subdivision construction projects.

Mr. Kelly expressed support for the downtown blueprint moving forward.

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

**XVI. PLANNING COMMISSION COMMENTS AND QUESTIONS** – Ms. Cole said she had sat in on the Telephone Hill discussion and was happy to see they went with the option that provided for the most density.

**XVII. EXECUTIVE SESSION** – None

**XVIII. ADJOURNMENT** – 8:16 p.m.

Next Regular Meeting March 12, 2024, 7:00 p.m. preceded by a Committee of the Whole meeting at 6:00 p.m.

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