



# REGULAR PLANNING COMMISSION AGENDA

August 22, 2023 at 7:00 PM

Assembly Chambers/Zoom Webinar

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<https://juneau.zoom.us/j/87838358291> or 1-253-215-8782 Webinar ID: 878 3835 8291

**A. LAND ACKNOWLEDGEMENT**

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!

**B. ROLL CALL**

**C. REQUEST FOR AGENDA CHANGES AND APPROVAL OF AGENDA**

**D. APPROVAL OF MINUTES**

**E. BRIEF REVIEW OF THE RULES FOR PUBLIC PARTICIPATION**

**F. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

**G. ITEMS FOR RECONSIDERATION**

**H. CONSENT AGENDA**

1. **SMF2023 0003:** Shared Access Subdivision: Final approval for shared access subdivision of Tract B into four (4) lots. Access via Wee Burn. -**APPROVED WITH CONDITIONS AS AMENDED**

Applicant: Peter Peel

Location: N Douglas Highway

**DIRECTOR'S REPORT**

The applicant requests approval of the final plat for the Tract B subdivision, one (1) of three (3) shared access subdivisions above Bonnie Brae Estates Subdivision on North Douglas. The Commission approved the preliminary plat under SMP2021 0008 at its meeting on May 10, 2022. Proposed conditions require that Right-of-Way improvements are completed with General Engineering approval, and that homeowners' documents explicitly address utilities in the access easement.

**RECOMMENDATION**

Staff recommends the Planning Commission adopt the Director's analysis and findings and **APPROVE WITH CONDITIONS** the requested Final Plat. The permit would allow final plat approval for the shared access subdivision of Tract B into four (4) lots.

Approval is subject to the following conditions:

1. Improvements made under the Right-of-Way End of Project Checklist must be approved by General Engineering before the Chair of the Planning Commission signs the Final Plat.

2. Note 9 must be updated to include, "...RECORDED WITH THIS SUBDIVISION," before the Chair of the Planning Commission signs the Final Plat.
  3. The agreement required under CBJ 49.35.261(2) must include explicit recognition of and allowances for drainage and utilities before the Chair of the Planning Commission signs the Final Plat.
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2. **SMF2023 0002**: Shared Access Subdivision: Final approval for shared access subdivision of Tract A into four (4) lots. Access via Kristi Street. **-APPROVED WITH CONDITIONS AS AMENDED.**  
Applicant: Peter Peel  
Location: N Douglas Highway

#### **DIRECTOR'S REPORT**

The applicant requests approval of the Final Plat for the Tract A subdivision, one of three shared access subdivisions above Bonnie Brae Subdivision on North Douglas. The Commission approved the preliminary plat under SMP2021 0007 at its meeting on May 10, 2022. Proposed conditions require that Right-of-Way improvements are completed with General Engineering approval, and that homeowners documents explicitly address utilities in the access easement.

#### **RECOMMENDATION**

Staff recommends the Planning Commission adopt the Director's analysis and findings and **APPROVE WITH CONDITIONS** the requested Final Plat. The permit would allow final plat approval for shared access subdivision of Tract A into four (4) lots.

Approval is subject to the following conditions:

1. Improvements made under the Right-of-Way End of Project Checklist must be approved by General Engineering before the Chair of the Planning Commission signs the Final Plat.
2. The agreement required under CBJ 49.35.261(2) must include explicit recognition of and allowances for drainage and utilities before the Chair of the Planning Commission signs the Final Plat.

#### **I. UNFINISHED BUSINESS**

#### **J. REGULAR AGENDA**

3. **AME2023 0003: A code amendment to sections of Chapter 35 Public and Private Improvements**

The proposed language would amend sections of Chapter 35 Public and Private Improvements. These revisions include eliminating the requirement that lots located on an arterial must meet the D1 lot size standard (36,000 sq. ft.) regardless of the underlying zoning district to subdivide; provide the governing right-of-way agency the authority to approve additional access, if deemed safe; increase the number of lots that may use Private Shared Access to subdivide from four (4) to 13 lots; and setting a maximum acreage that may use Private Shared Access to subdivide. These revisions facilitate subdivision and support the development of housing in Juneau. **-CONTINUED**

#### **RECOMMENDATION**

Staff recommends the Planning Commission adopt the Director's analysis and findings and recommend approval of the ordinance to the CBJ Assembly.

**4. AME2023 0004: A text amendment to Bungalow Lot Standards**

The proposed language would amend sections of Chapter 65 Bungalow Lots and Structures, and Chapter 25 Table of Permissible Uses. These revisions include reductions to yard setbacks. These revisions facilitate subdivision and support the development of housing in Juneau. **-CONTINUED**

**RECOMMENDATION**

Staff recommends the Planning Commission adopt the Director's analysis and findings and recommend approval of the ordinance to the CBJ Assembly.

**K. OTHER BUSINESS**

**5. Rules of Order Revisions**

June 15, 2023 Governance Committee Revisions **-CONTINUED**

**L. STAFF REPORTS**

**M. COMMITTEE REPORTS**

**N. LIAISON REPORT**

**O. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

**P. PLANNING COMMISSION COMMENTS AND QUESTIONS**

**Q. EXECUTIVE SESSION**

**R. SUPPLEMENTAL MATERIALS**

**6. Additional Materials Packet**

-SMF23-03: Memo, Plat update

-SMF23-02: Memo, Shared Access Agreement update

**S. ADJOURNMENT**

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