

Agenda  
**Planning Commission**  
***Regular Meeting***  
CITY AND BOROUGH OF JUNEAU  
*Michael LeVine, Chairman*  
February 28, 2023

**I. LAND ACKNOWLEDGEMENT** – Read by Chair LeVine

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**

Michael LeVine, Chairman, 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 – Michael LeVine, Chairman; Mandy Cole, Vice Chair; Paul Voelckers; Travis Arndt, Clerk; Matthew Bell; Erik Pedersen; Nina Keller; David Epstein

Commissioners present via video conferencing – None

**Commissioners absent:** Adam Brown

**Staff present:** Jill Maclean, CDD Director; Irene Gallion, Senior Planner; Ilsa Lund, CDD Administrative Assistant; Jennifer Shields, Planner II.

Staff present via video conferencing – Lily Hagerup, CDD Administrative Assistant;

**Assembly members:** ‘Wáahlaal Gíidaak (Barbara) Blake

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

**IV. APPROVAL OF MINUTES**

**A. February 14, 2023 Draft Minutes, Regular Planning Commission**

**MOTION:** *by Ms. Cole to approve the February 14, 2023 Planning Commission Regular Meeting minutes.*

**V. BRIEF REVIEW OF THE RULES FOR PUBLIC PARTICIPATION – by Mr. LeVine**

**VI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS - None**

**VII. ITEMS FOR RECONSIDERATION - None**

**VIII. CONSENT AGENDA**

**Case Number:** **USE2022 0012:** Conditional Use Permit for Pederson Hill Nursery with Retail Sales  
**Applicant:** Bobbi J Epperly  
**Location:** 10460 Glacier Highway

**Staff Recommendation**

Staff recommends the Planning Commission adopt the Director's analysis and findings, and APPROVE WITH CONDITIONS the requested Conditional Use Permit. The permit would allow the development of a Nursery with retail sales.

**MOTION:** *by Ms. Cole to accept staff's findings, analysis, and recommendations, and approve USE2022 0012.*

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

**Case Number:** **WCF2022 0001:** Installation of new Wireless Communication Facility Tower  
**Applicant:** CCTHITA  
**Location:** 5750 Concrete Way

**Staff Recommendation**

Staff recommends the Planning Commission adopt the Director's analysis and findings, and APPROVE WITH CONDITIONS the requested Special Use Permit. The permit would allow the development of a new 62-foot, non-concealed wireless communications tower.

**MOTION:** *by Ms. Cole to accept staff's findings, analysis, and recommendations, and approve WCF2022 0001.*

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

**Case Number:** ARF2023 0001: Design modifications to Phase 1, including structure reorientation and drainage modifications.

**Applicant:** Rooftop Properties LLC

**Location:** 7400 Glacier Highway

### **Staff Recommendation**

Staff recommends the Planning Commission adopt the Director's analysis and findings and approve ARF2023 0001. The approval remains subject to the conditions of ARF2022 0001:

1. Establish unique names for the roadways in the subdivision.
2. Install signage where Vista del Sol Drive and the proposed subdivision road meet, with directional arrows depicting the split.
3. The developer will submit documentation of approval of the mail box location by the United States Post Office.

**MOTION:** *by Ms. Cole to accept staff's findings, analysis, and recommendations, and approve ARF2023 0001.*

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

**IX. UNFINISHED BUSINESS** - None

**X. REGULAR AGENDA** - None

**XI. OTHER BUSINESS** - None

**XII. STAFF REPORTS** – Director MacLean reported:

- Thursday, March 2, 5:00 p.m. Assembly Open House regarding North Douglas crossing for public input
- March 14 meeting will include COW at 5:30 p.m. to discuss the Hazard Mapping ordinance
- March 28 regular meeting agenda is light. This may be a good time to include training for the new members
- A joint motion to stay the appeal with Mr. Falk and Bayhouse Properties has been submitted. The applicant will apply for a new engineer study for a new CUP. The appeal may not happen.

**XIII. COMMITTEE REPORTS**

- Mr. Arndt reported Title 49 meeting did not meet quorum. Next meeting will be March 16 at noon.

- Ms. Cole reported Lands Committee met and discussed housing and incentives to encourage new housing construction.

**XIV. LIAISON REPORTS** – Waahlaal Giidaak – nothing to report

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

**XVI. PLANNING COMMISSION COMMENTS AND QUESTIONS**

Mr. Levine announced the committee assignments

- Lands Liaison – Cole
- Public Works Liaison – Voelckers
- JCOS – Keller
- Title 49 – Arndt (Chair), Keller, Brown, Epstein, Bell, Voelckers
- Governance – Pedersen (Chair), Epstein, Cole

Commissioner Arndt asked about the ARS discussion that was brought up at Title 49. Mr. LeVine answered the code is not clear on what changes the director can approve or should come before the PC. Mr. Arndt felt that if the ARS is for a minor change and the Director and applicant are in agreement, that should remain with the department. However, if they are unable to come to an agreement or if the applicant prefers it be heard by the PC, then it should come to them. Mr. Voelckers agreed with Mr. Arndt in most cases, but felt it was appropriate to bring before the PC in the case in question considering the size of the project and the public interest that had been expressed.

**XVII. EXECUTIVE SESSION** - None

**XVIII. ADJOURNMENT** – 7:32 p.m.

Next regular meeting March 14 7:00 p.m. (following 5:30 p.m. COW)

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