# MEMORANDUM

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

DATE:June 6, 2011TO:Planning CommissionFROM:Beth McKibben, Planner AmeliaFILE NO.:USE2011 0008PROPOSAL:A Conditional Use permit for a childcare facility to care for up to 12 children.

#### **GENERAL INFORMATION**

Applicant:	Samantha Adams
Property Owner:	Robert F Saviers
Property Address:	2600 Engineers Cutoff
Legal Description:	USS 3260 Lot 29
Parcel Code Number:	4-B17-0-115-010-0
Site Size:	44,273 sq ft(1.01 acres)
Zoning:	D1(T)D3
Utilities:	City water and on-site waste water
Access:	Engineers Cutoff
Existing Land Use:	Residential
Surrounding Land Use:	North       -Residential D1(T)D3         South       - Residential D1(T)D3         East       - Residential D1(T)D3; Engineers Cutoff         West       - Vacant D1(T)D3         CITY/BOROUCH OF JUNEAU         ALASKA'S CAPITAL CITY

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#### **PROJECT DESCRIPTION**

The applicant requests a Conditional Use permit for a childcare home for up to 12 children. The state-licensed service is to be provided in a private residence in a D-1 residential zone which is allowed with an approved conditional use permit, per CBJ 49.25.300 1.520.

This childcare will provide full time care for school aged children 5-10 years old, Monday through Friday, 7 a.m. to 5:30 p.m., during the summer, school breaks and holidays. During the school year it will be part-time, Monday through Friday, 1 p.m. to 5:30 p.m.

This childcare will be associated with TLC Childcare, which is state licensed childcare for up to 12 children ages 6 weeks to 10 years. The plan is for TLC to become an infant, toddler and pre-K program, with school aged children transitioning to the new childcare for which the applicant is seeking the conditional use permit.

#### **BACKGROUND**

The project is located off Engineers Cutoff. The house was built in 1994. The site has only been used as residence. The childcare will be a new use to the site.

#### ANALYSIS

**Project Site -** The daycare will be located in a single-family residence at 2600 Engineers Cutoff, in a neighborhood made up of single family homes. The site is 1.01 acres.

**Project Design -** The daycare will be licensed by the State of Alaska to care for up to twelve children in the single family residence. There will be one employee. The hours of operation will be 7:00a.m to 5:30 p.m. Monday through Friday during summer, school breaks and holidays and 7:00a.m. to 5:30 p.m. Monday through Friday during the regular school year. Two of the 12 children will be the applicant's own children. The proposal has been evaluated as if all 12 children are from outside the home.

**Traffic** - The day care could result in up to 12 round trips daily if each child is dropped off and picked up independently. Traffic in this area is typically light and this is an area where through traffic is rare. Additionally, during the school year the applicant will be providing transportation for the children from school to the childcare, reducing the amount of traffic.

**Parking and Circulation** – Review of the as-built of the site shows a long driveway with a large parking and turn-around area. For a childcare of this size staff recommends a condition of approval that a minimum of 4 parking spaces be maintained at all times, including the winter months.

**Landscaping-**. For this site the 20% vegetative requirement equals 8,855 square feet – based on review of aerial photos this requirement is met.

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**Noise -** Noise is not expected to be of concern. Using the measuring tool and aerial photography the child care home is located almost 70 feet from the nearest neighboring residence.

**Exterior Lighting -** No new lighting is planned for the childcare. The existing porch lights will continue to be used.

Signs - A separate permit process per CBJ §49.45, Signs, requires that all signs proposed by the development be submitted to CDD staff for review and approval.

**Public Health or Safety -** Providing safe, licensed childcare to school aged children has a positive impact on community health and safety.

**Property Value or Neighborhood Harmony -** The neighborhood is made up primarily of single family homes on large lots. Staff checked with the CBJ Assessor and it is her opinion that a licensed childcare home will not have a negative impact to property value. No evidence has been presented indicating that providing a state licensed child care for up to 12 children will have a negative effect on property value or neighborhood harmony.

**Conformity With Adopted Plans -** The 2008 Comprehensive Plan identifies eight guiding principles. One is particularly relevant to this project (pg 2); "A safe place to raise a family".

Providing safe, quality, licensed childcare for school aged children is part of making Juneau a safe place to raise a family. Furthermore, access to safe, licensed childcare allows parents to enter, or remain in the work force. One of the identified goals of the CBJ Assembly for 2010-2011 is "Promote greater availability and affordability of day care for young working parents."

**Comments** – At the time of the writing of this staff report the only comments received were from Joe Buck, Director of Public Works. He notes that a use of this type should have metered water service rather than standard residential unmetered residential service.

# 49.70.900-49.70.1097 COASTAL DEVELOPMENT, HABITAT, AND WETLANDS

### ALASKA COASTAL MANAGEMENT PROGRAM (ACMP)

Not applicable. This project does not require a state-coordinated ACMP review.

#### **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:

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- 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 1.520 for the D-1 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 June 3, 2011 and June 13, 2011 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?

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**No.** Based on the above analysis the proposed development will enhance the public health and 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 above analysis the use will maintain values and will be in harmony with the neighboring area.

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

Yes. As discussed above, the proposed development is in general conformity with the land use plan.

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

**Not applicable.** As discussed above, this development proposal does not include elements relevant to the Juneau Coastal Management Program.

### RECOMMENDATION

It is recommended 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 state licensed childcare home for up to 12 children. The approval is subject to the following condition:

1. A minimum of 4 parking spaces will be provided and maintained year-round.



**PROPOSAL:** A licensed childcare group home to care for up to 12 children.

FILE NO:	USE20110008	APPLICANT: SAMANTHA ADAMS
то:	Adjacent Property Owners	Property PCN: 4-B17-0-115-010-0
HEARING DATE	: Jun 14, 2011	Owner(s): ROBERT F & MICHELLE M SAVIERS
HEARING TIME:	7:00 PM	<b>Size:</b> 44273 sqft
PLACE:	ASSEMBLY CHAMBERS	Zoned: D1
	Municipal Building 155 South Seward St	Site Address: 2600 ENGINEERS CUTOFF
	Juneau, Alaska 99801	Accessed via: ENGINEERS CUTOFF

#### PROPERTY OWNERS PLEASE NOTE:

You are invited to attend this Public Hearing and present oral testimony. The Planning Commission will also consider written testimony. You are encouraged to submit written material to the Community Development Department no later than 8:30 A.M. on the Wednesday preceding the Public Hearing. Materials received by this deadline are included in the information packet given to the Planning Commission a few days before the Public Hearing. Written material received after the deadline will be provided to the Planning Commission at the Public Hearing.

If you have questions, please contact

BETH MCKIBBEN (907) 586-0465 BETH\_MCKIBBEN@CI.JUNEAU.AK.US

Planning Commission Agendas, Staff Reports and Meeting Results can be viewed at www.juneau.org/plancomm.

Babes in the Woods 2600 Engineers Cutoff Road Juneau, Alaska 99801

	DEVELOPMENT PERMIT APPLICATION
Project i	CITY and BOROUGH of JUNEAU
roject l City Staff	Vame to Assign Name)
	Project Description acoused child care group pome
LION N	Street Address 2600 (Minuty Cut M. Rd Gintar 986) Legal Description(s) of Parcet(s) (Subdivision, Survey, Block/Wact, Lot) USS 3260 L 29
NFORMATI	Assessor's Parcel Number(s)     431701150100       12NDOWNER/LESSEE     Contact Person:     Work Phone:       Property Owner's Name     Rome Phone:     Property Owner's Name       Mailing Address     Rome Phone:     Par Number:       E-mail Address     Shelly - Savers O alajka. 901     Other Contact Phone Number(s):
APPLICANI	I ANDOWNER/LESSEE CONSENT.       ****Required to Planano Pointis not needed or Building Engineering Peintis******         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     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     Itche seme as OWNER, write SAME and sign and date atX betow       Applicant's Name     Contact Person:       Mailing Address     Mathew Blud       Home Phone:     Fax Number:       4007     463       1300     Take
	X Applicant's Signature OFFICE USE ONLY BELOW THIS LINE
TAFF APPROVALS	Permit Type     Date Received     Application Number(s)       Building/Grading Permit
<u>Г</u> СО	Other (Describe)

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

# ALLOWABLE/CONDITIONAL USE PERMIT APPLICATION

F	Project Number	Project Name (15	characters)		Case Number	Date Received
					VSELOIL OG	08 00 S/12/11
	TYPE OF ALLOWA	ABLE OR CONE	DITIONAL USE PER	RMIT REQUESTI	ED	
	A	ccessory Apartme	ent*** (AAP)	Driveway in R	ight-of-Way (	ADW)
	YU	/ Ise Listed in §49.25 (Table of Permissi	5.300 (USE) ble Uses)			
	Pleas	e list the Table of I	Permissible Uses Cate	gory: Risidente	if Day Lave hom	v 1.520
÷.	**An Accessory Apartm	nent Application wil	l also be required.		• 0	
81 I	DESCRIBE THE PF	ROJECT FOR M licensed	HICH AN ALLOW			PROVAL IS
1.	S THIS A MODIFIC	ATION OF AN	EXISTING APPRO	VAL?	NO YES - Case	#
C	URRENT USE OF	LAND OR BUI	LDING(S): <u>////</u>	der tig f		
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P 	ROPOSED USE O	OF LAND OR BL	JILDING(S): <u>AUD</u>	denteal for	mily child c	are group
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U	TILITIES PROPOS	SED: WAT	TER: Public	On Site	SEWER:	ublic on Site
S	ITE AND BUILDIN	<i>t</i>			5 3 6	- 197
		1 44273			Structure(s) 236	square feet
	Total Area of Pr	oposed Structure(s)	)squ	are feet		
E	XTERNAL LIGHTI	NG:	$\neg$			
	Existing to remain	No			f sheets, and location	
	Proposed	No No			f sheets, and location	or lighting fixtures
Ρ		IVE AND SUBN	ATTAL UNEUKLIS		ng and proposed parki	na areas (including
	Site Plan	of proposed building	IS	dimen	isions) and proposed t	raffic circulation
	_/	ew of existing and p			ng Physical Features o It, hazard areas, etc.)	of the site (drainage,
	Proposed V	egetative Cover		парла		
	or more information ermitting process and		ALLOWABLE/CONDITIC	NAL USE FEES Fees	Check No. Rece	ipt Date
re	quired for a compl	ete application,	Application Fees	<u>,</u>		
ple	ease see the reverse	side.	Admin. of Guarantee	۶ <u></u>		
		tanan filling aut	Adjustment Pub. Not. Sign Fee	, 50.00		
	you need any assis is form, please con		Pub. Not. Sign Deposit	;100.00		
Се	enter at 586-0770.		Total Fee	,500.00	142	3 5/10/11

NOTE: MUST BE ACCOMPANIED BY DEVELOPMENT PERMIT APPLICATION FORM

Samantha Adams DBA TLC Child Care/Babes in the Woods 4360 Taku BLVD Juneau, AK 99801 907-463-1519 Shill789@hotmail.com 

April 18, 2011

CBJ CDD 155 S. Seward Street Juneau, Alaska 99801 Telephone: (907) 586-0770

#### To Whom It May Concern;

I am submitting this narrative in regard to a licensed child care operation at 2600 Engineer's Cut Off Rd. I am proposing to operate a child care group home that would be licensed with the State of Alaska Dept. of Child Care Licensing for a total capacity of 12 children, two of whom are my own children. The program, Babes in the Woods, would be a full day, arts and nature based learning program (M-F from 7 a.m. to 5:30 p.m.) for children ages 5 to 10 during the summer months and all school breaks/holidays. It would be a part-time program, M-F from 1 p.m. to 5:30 p.m. during the school year for children ages 5 (kinder) to 10 years of age. This program would be linked with TLC Child Care which is currently operating as a licensed group home at 4360 Taku BLVD.

This program is currently serving children ages 6 weeks to 10 years of age, but will become an infant, toddler and pre-K program once Babes in the Woods is operating. Babes in the Woods will serve as the continuation of the TLC Child Care operation for families seeking care for their school aged children. In regard to parking considerations there is ample on-site parking for household residence and atleast one Full-time employee. There is also ample space for parent drop-off and pick-up of children, although I will be providing after school transportation for the program in a single vehicle that will transport all of the children at one time from their school to our location. Parents will be picking up between 4:30 and 5:30 p.m. each day. This expansion will allow TLC Child Care and Babes in the Woods to provide early care and education services to 24 children within the community.

There will be no change to the physical structures that are currently present on-site, nor will there be any additional structures added to this location. In regard to vegetative cover, the property is heavily wooded and minimal vegetative cover will be removed, hence the program name Babes in the Woods. It is my desire to retain as many of the natural outdoor elements as possible as my entire program is based upon the importance of the outdoors and the natural landscape as ideal classrooms for children. As a place-based arts and nature program I would like to preserve as much of the existing outdoor vegetative cover as possible, with the exception of minimal tree clearing for the placement of a classroom garden.

Neither facility will provide night or weekend care and both facilities will comply with all permitting, licensing, insurance and operational requirements deemed necessary by both the city of Juneau and the state of Alaska. I have attached my resume as I feel that it can provide insight into the type and quality of the program that would be operated at 2600 Engineer's Cut-Off Rd. I have also included an attachment that includes the names of the current property owners. If you have any questions or concerns please feel free to contact me via email or telephone. I look forward to working with the CDD and the Permitting office as I expand my current business operation.

Sincerely,

Samantha Adams TLC Child Care













POLLARD

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CBJ permit Survey		1070 500	Saviors Addition
misc glue nails caulk	etc	900	
excv drain fill(20yd)		1825	13 = - 6 f. 1 1/ ouce bude ???
foundation		3454	
framing		8372	
trusses		860	
roofing		1312	18293 sub total
siding		2936	
4@254 windows 6x4		1016	22245 sub total
insulate vb		1997	24242 sub total
rock tape texture		3600	
dump fees		300	28142 sub total
inter paint spray		1265	29407 sub total
wood trim door etc		1561	23407 30D 10tai
ext paint		695	
electrical (no lites)		1350	
inter detail touch pair	t	595	
carpet		1980	
	Total	35588	800 sf 44.49 per sf

bid tabs

4/8/03

phase list

SIS Exclavation Company

PO Box 32494 Juneau, AK 99803-2494 789-7850 phone 789-7287 fax

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Name / Address Saviers, Bob and Shelly 2600 engineers cutoff Juneau, AK. 415-3500 Fry

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		Total	\$2,281

Signature

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1 25GB	<b>25 - 0 - 0</b> 2×6/2×4	FINK	5 - 3 - 13 4.00 0.00	2-0-0	2-0-0		

WARNING: We warn that trusses can cause property damage or personal injury if improperly installed or braced. Customer's, or his agent's acceptance hereof shall constitute his affirm- ative repesentation that he is fully trained in the proper and safe methods of truss installation and bracing. Refer to the provided pamphlet entitled " Bracing Wood Truss: Commentary and Recommendations", published by Truss Plate Institute, Inc. Do not cut, alter, or use damaged trusses without engineering approval. It is the customer's responsibility to provide access to the jobsite. Trusses remain our property until full payment is made.

ACCEPTED BY:

Date:

Selling Price: De liveRY \$1,151.22

9500

\$ 1246.22



Looking down the driveway from the house, towards Engineer's Cut-Off

Looking up the driveway, towards the house from Engineer's Cut-Off Rd











Note the parking spaces (5 total spaces 8' x 17') and the exterior light fixture. This is the only existing external lighting. We will use electric portable lighting for driveway illumination during the fall and winter months when natural lighting during business hours is limited.

# Space for backing out and turning around











2600 Engineers Cutoff

2600 Engineers Cutoff Rd, Juneau, AK 99801







line A. 130 ft. from Roadway to tork in road Maximum elevation 103 ft. @ 85 ft longth line B 169 ft. from fork to house maximum elevation 104 ft @ 130 ft lengti Total distance from Roadway 299 ft.

Parcel #	Street Address	K_@	gal Description 1
4B1701150100	ENGINEERS CUTOFF 2600		USS 3260 L 29
Owner's Name and A	Adress	Le	gal Description 2
SAVIERS ROBERT F & 2600 ENGINEERS CUT JUNEAU AK 99801			
Previous Owner	Site Value	<b>Building</b> PV	Total PV
WEEDEN ROBERT & M M	\$90000.00	\$264700.00	\$ 354700.00
Use Code	Exempt	Zoning	Tax Year
Residential	No Data	-Single Family and Duplex -36,000 sq.ft minimum lot size -1 unit per acre	2011
Number of Units	Year Built	Effective Age	Style
001	1994	N/A	2
Total Rooms	Bedrooms	Baths	Total FIN Sq. Ft.
007	003	2	002367 sq.ft.
Total Basement	Attic	Attic Area	Garage Type
N/A	N/A	N/A	N/A
Garage Description	Garage Area	Lot Size	Last Trans
N/A	N/A	44273 sq. ft.	9006
City Water Available	City Sewer Available	Water System	Sewer System
Yes	No	City	
Exempt Land	Exempt Building	Exempt Total	Road/No Road
N/A	N/A	N/A	Roaded

Back



# Public Notice Sign Lease Agreement Community Development Department

Case #		Sign #		Hearing Date:		
Assessor's Parce	el#43170	<u> 0/150/00</u>	Check #		Rece	ipt #
Applicant:	Samantha (please	D <i>il 50   0</i> 0 AdAM print)		Phone #:	907	<u>463 15-19</u>
Application Received by: Date:						
I, $\underline{f_{dank}}$ , in cooperation with the Community Development Department (CDD), have leased a Public Notice Sign and agree to the terms listed below:						
CHARGE: \$50 Preparation Fee \$100 Refundable Deposit						
<b>RETURN TIME:</b> The sign <b>MUST</b> be returned to the Community Development Department by 4:30 p.m. on the Monday following the scheduled hearing date. If the sign is returned later than the Monday after the Planning Commission meeting, but within two weeks of the meeting, \$50.00 may be refunded.						
<u>Penalties:</u>	The sign <u>MUST</u> be returned to the Permit Center Staff in the same condition it was taken: clean, undamaged, and with no attachments. <u>If a sign is not returned on time, or has been</u> damaged, the \$100 deposit fee will be forfeited.					
Posting Requirements:						
<ul> <li>The sign must be posted by the applicant/developer on the site at least 14 days prior to the hearing date.</li> <li>The sign must be clearly visible and readable from a public Right-of-Way.</li> <li>(Applicant Signature)</li> </ul>						
Sign Received b	)y:		Date:		Staff I	nitials:
Sign Returned b	)y:		Date:		Staff L	nitials:
REFUND INFORMATION: Receipt Number:						
Amount Refunded:		Method:	Da	ite:	Staff I	nitials:
Refund Received by:/mailed to:						