

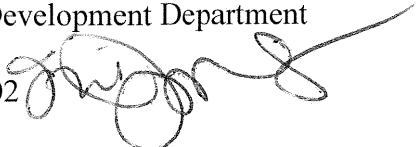
MEMORANDUM

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

DATE: March 6, 2012

TO: Planning Commission

FROM: Nicole Jones, Planner
Community Development Department

FILE NO.: AAP2012 0002 

PROPOSAL: A Conditional Use permit for an accessory apartment attached to a single-family dwelling on a substandard lot not served by city sewer.

GENERAL INFORMATION

Applicant: David Phillips

Property Owner: David Phillips

Property Address: 12590 Glacier Highway

Legal Description: Galine Block A Lot 3

Parcel Code Number: 4-B30-0-101-004-0

Site Size: 16,553 square feet

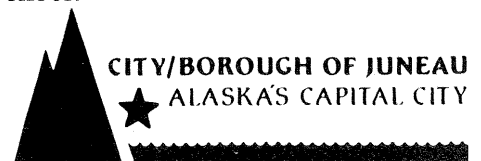
Zoning: D-1 (T) D-3

Utilities: Public Water & On-Site Waste Water

Access: Shared private driveway access off of Glacier Highway

Existing Land Use: Single Family Dwelling

Surrounding Land Use: North - D-1 (T) D-3, Single Family Dwelling
South - D-1 (T) D-3, Single Family Dwelling
East - D-1 (T) D-3, Oxford Street undeveloped platted right-of-way
West - Rural Reserve, CBJ owned Greenbelt



ATTACHMENTS

Attachment A	Vicinity Map
Attachment B	Engineering Analysis by Gary Hayden, P.E. for on-site waste water system
Attachment C	Private Driveway Easement
Attachment D	Applicant's submittals
Attachment E	Letter to Dave Phillips from the US Army Corps of Engineers dated September 19, 1995

PROJECT DESCRIPTION

The applicant requests an Accessory Apartment permit for an existing attached accessory apartment. The accessory apartment is located on the ground floor of a three-story single family dwelling which is located off of Glacier Highway (see attachment A).

BACKGROUND

This lot is in a transition zone from D-1 to D-3. The lot area is substandard in size for a D-1 zoning district with a lot area of 16,553 square feet. The minimum lot area for the D-1 zoning district is 36,000 square feet. This project requires Planning Commission review because it does not have city sewer and the lot size does not meet minimum dimensional standards.

The three-story single family dwelling was constructed in 1996. At the time of construction the ground floor of the single family dwelling was a two-car garage and storage space. According to the applicant, the storage area of the ground level was converted into an accessory apartment without permits in December of 2009. The applicant is in the process of selling the home and is completing the necessary permits.

Part of the review of an accessory apartment requires approval from Alaska Department of Environmental Conservation to ensure that the on-site waste water system can accommodate the additional dwelling unit. The applicant had a report completed by Gary Hayden, P.E. which states that the existing on-site waste water system's drainfield needs to be replaced because it is experiencing hydraulic failure (See Attachment B). The report also states that the drain field replacement is a condition of the real estate transaction. A principal reason that accessory apartments are reviewed through a public hearing is to ensure that public health and safety of an on-site waste water system does not negatively impact the property or the neighborhood because of a failed on-site waste water system. Because this on-site waste water system is experiencing malfunctions the following condition is recommended:

1. Prior to issuance of a Certificate of Occupancy, the applicant shall provide approval from DEC for the on-site waste water treatment system.

Auke Nu Creek runs near this property but according to the site plan submitted with the original construction plan in 1996, the stream is not on the property and the construction was not impacted by the 50 foot streamside setback. Additionally, there are mapped wetlands on this property according to the Juneau Wetlands Management Plan; however, according to a letter dated September 19, 1995 this project did not need a permit from the Army Corps of Engineers. The accessory apartment's footprint was part of the original building permit (BLD-1184001) in 1996; approval of this Accessory Apartment permit would not require any further impacts to habitat than what was approved for the single family dwelling.

ANALYSIS

Staff solicited comments from Community Development Building Department, CBJ Streets, CBJ General Engineering, CBJ Assessor's Office, Fire Department, Alaska Department of Transportation, and CBJ Public Works.

Comments Received:

Jay Srader, Chief Building Inspector

*Change of use permit to convert storage space to Accessory Apartment is required.
All Building Code requirements must be met prior to approval of Certificate of Occupancy.*

Ron King, Chief Regulatory Surveyor, CBJ General Engineering

Applicant will need to supply certification from engineer and approval from ADEC verifying on-site wastewater system is adequate and functioning properly.

The water service line size will need verification to insure the supply will sustain the total fixture unit count.

A water meter shall be installed per CBJ Standard Detail 420 in a location approved by CBJ.

A water assessment fee for the 2nd unit must be paid. The date of occupancy of the apartment shall be determined. The applicant will be back billed for 2nd dwelling unit water usage per CBJ code.

Dan Jager, Fire Marshall, Fire Department

I don't see any fire dept. issues with this.

Dave Crabtree, Utilities Superintendent, CBJ Public Works

Two things concerning the water utility;

- 1. How long has the apartment been in existence?*
- 2. They are required to have a meter installed.*

Ed Foster, Streets Superintendent, CBJ Streets

Streets Division has no issues with this application.

Based on the comments received from the various departments the following advisory conditions are recommended:

1. The applicant shall apply for a building permit for the existing accessory apartment.
2. Prior to issuance of a Certificate of Occupancy for the accessory apartment all building code requirements must be met.

Project Site

The project site is 16,550 square foot parcel with frontage on an undeveloped portion of Oxford Street. This property has shared private driveway access from Glacier Highway which currently serves four properties (see attachment A). An existing easement for the private driveway was recorded on October 5, 1995 (see Attachment C).

Project Design

The accessory apartment is a one bedroom apartment and is located in the rear of the ground floor within a three-story single family dwelling. The access to the accessory apartment is on the west side of the building. The accessory apartment is below the maximum threshold of 600 square feet. The total net floor area of the apartment is 525 square feet which is shown on the floor plan submitted with this application (see the floor plan in the applicant's submittals attachment D).

Traffic

The additional traffic to the site is expected to be minimal and not pose any traffic concerns. The private access easement is 25 feet wide which allows for two way traffic. There have not been any concerns regarding traffic that have been raised by adjacent property owners who use this private access easement.

Parking and Circulation

The site offers plenty of parking. Currently there is a 2-car garage plus additional paved areas. A total of six parking spaces are provided on-site. The code minimum for a single family dwelling and accessory apartment is 3 spaces. The applicant is providing an additional 3 spaces above code minimum.

Noise

Generally, additional noise from an accessory apartment is minimal. This accessory apartment has existed on this lot since December 2009, and there has been no evidence presented that the noise has impacted the surrounding neighborhood.

Public Health or Safety

As stated above, the primary reason that accessory apartments are reviewed through the public process with Planning Commission review is to address any impacts the apartment may have because of a substandard lot or on-site waste water system. This property is substandard in size and has an on-site waste water system. As evidence from the property owner's Professional Engineer, Gary Hayden, the drainfield on this lot needs to be replaced. Since the on-site waste water system is not functioning optimally it could pose a threat to public health and safety.

The property owner is in the process of selling the property and has made arrangements through the real estate transaction to have the drainfield replaced. Because the drainfield is experiencing hydraulic failure, as described by the applicant's Professional Engineer, it is recommended that a condition of this permit be as recommended above:

1. Prior to issuance of a Certificate of Occupancy the applicant shall provide approval from DEC for the on-site waste water treatment system.

Once the on-site wastewater system has been approved by DEC, there is no reason to believe that the accessory apartment would have any adverse impact to public health or safety. If DEC does not approve the on-site wastewater system public health and safety may be at risk. For this reason staff recommends the following advisory condition:

1. If approval from Alaska Department of Environmental Conservation is not granted, the accessory apartment can not be occupied and the kitchen shall be removed and inspected by a CBJ Building Inspector.

Habitat

During the approval of the original building permit for the footprint of the accessory apartment (BLD-1184001) habitat concerns were addressed. At that time the Army Corps of Engineers was contacted regarding wetlands, and Auke Nu Creek was located off of the property (See Attachment E). This accessory apartment is within the existing foot print of the building permit that was issued for the original construction. Changing the use from storage to an accessory apartment does not present any habitat concerns.

Property Value or Neighborhood Harmony

At the date of this memorandum, there have not been any concerns raised that approval of this application would have adverse impacts on property value or neighborhood harmony.

Conformity with Adopted Plans

As previously mentioned, this property is in a transition zone from D-1 to D-3. This lot does not meet the minimum lot size for the D-1 zoning district and does not have city sewer; therefore this proposed development requires Planning Commission review. The application as presented meets the accessory apartment criteria. The apartment is less than 600 square feet of net floor area and the on-site parking requirement exceed the minimum code requirement.

2008 Comprehensive Plan

The Comprehensive Plan categorizes this area of Glacier Highway as Rural/Low Density Residential (RLDR), “defined as rural residential land at densities of one to three dwelling units per acre, based on existing platting and capability of the land to accommodate onsite septic systems and wells or whether the land is served by municipal water and sewer service.”

The following policies of the Comprehensive Plan pertain to this proposal:

POLICY 4.1. IT IS THE POLICY OF THE CBJ TO FACILITATE THE PROVISION AND MAINTENANCE OF SAFE, SANITARY AND AFFORDABLE HOUSING FOR ITS RESIDENTS.

POLICY 10.3 IT IS THE POLICY OF THE CBJ TO FACILITATE RESIDENTIAL DEVELOPMENTS OF VARIOUS TYPES AND DENSITIES THAT ARE APPROPRIATELY LOCATED IN RELATION TO SITE CONDITIONS, SURROUNDING LAND USES, AND CAPACITY OF PUBLIC FACILITIES AND TRANSPORTATION SYSTEMS

POLICY 10.6 IT IS THE POLICY OF THE CBJ TO REQUIRE NEW RESIDENTIAL DEVELOPMENTS TO MEET MINIMUM CRITERIA FOR OVERALL SITE DESIGN INCLUDING PROVISION OF LIGHT, AIR AND PRIVACY.

This project provides affordable housing for the residents of Juneau and with the proposed conditions will create a safe, sanitary housing unit as well. The location of the accessory apartment meets all zoning requirements of Title 49 including light, air and privacy provisions as defined in Policy 10.6 of the 2008 Comprehensive Plan.

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:

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 Accessory Apartment 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 1.130 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 March 2, 2012, and March 12, 2012, 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. The location of the Public Notice Sign for this property began on-site, but it was not clearly visible from the right-of-way from both directions of traffic. The sign was moved off-site to a power pole adjacent to Glacier Highway but not on the subject parcel. The intent of the Public Notice requirements as defined in CBJ §49.15.230(3) was met.

4. Will the proposed development materially endanger the public health or safety?

No. As discussed above, once the on-site waste water system's drainfield has been reconstructed and approved by DEC there is no concern that this project will materially endanger the public health or safety.

5. *Will the proposed development substantially decrease the value of or be out of harmony with property in the neighboring area?*

No. As mentioned above, there is no evidence to suggest that this development will decrease the value or be out of harmony with the neighboring properties.

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

Yes. As reviewed in the staff report, the accessory department development is consistent with the CBJ Comprehensive Plan in that the proposed use is of a scale consistent with a consistent with the surrounding neighborhood, provided the recommended conditions of approval are adopted.

Per CBJ §49.70.900 (b)(3), General Provisions, the Director makes the following Juneau Coastal Management Program consistency determination:

7. *Will the proposed development comply with the Juneau Coastal Management Program?*

N/A. As discussed previously, no element of this project is related to the Juneau Coastal Management Program.

RECOMMENDATION

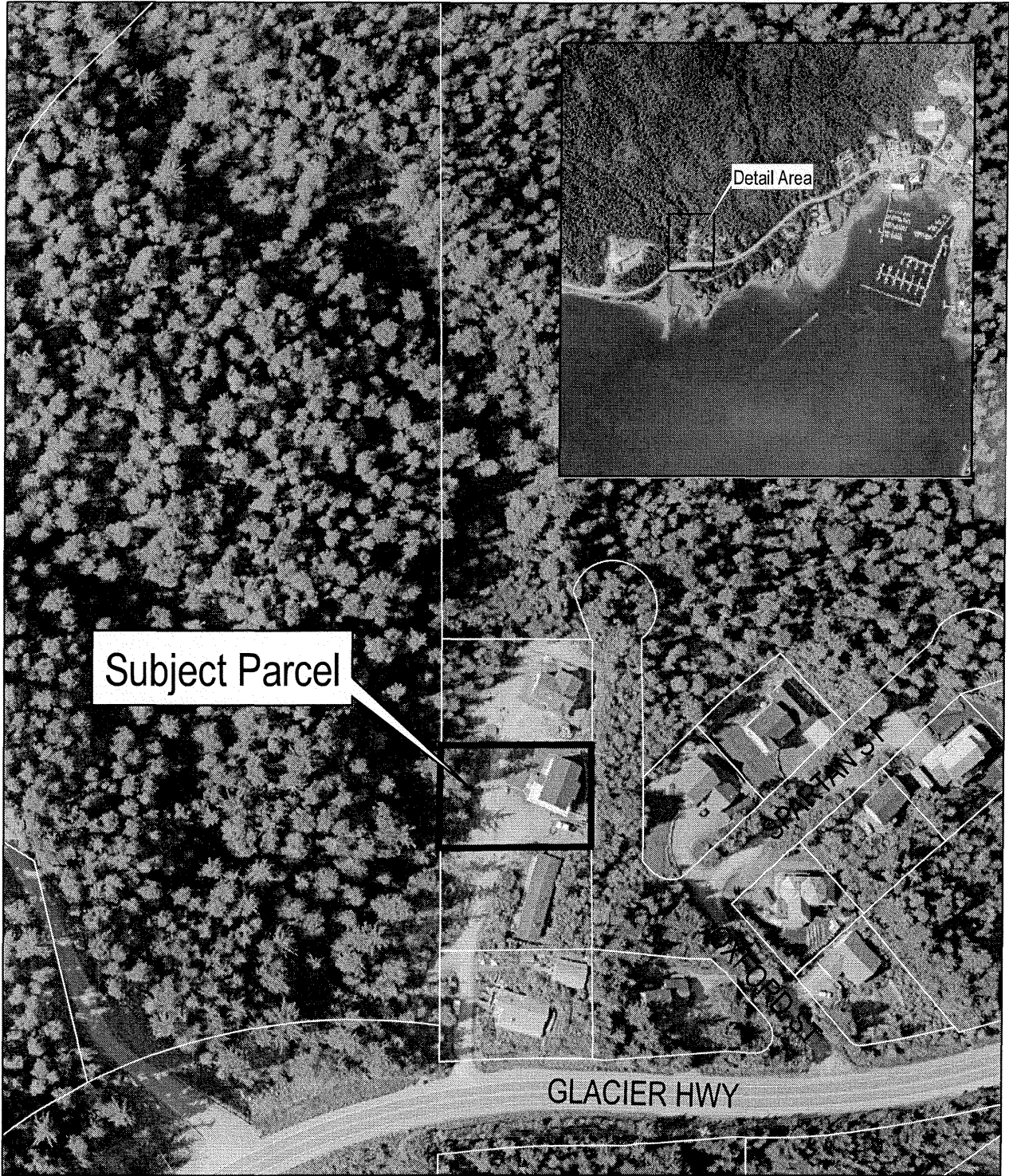
It is recommended that the Planning Commission adopt the Director's analysis and findings and grant the requested Accessory Apartment permit. The permit would allow the development of a one-bedroom Accessory Apartment on the ground floor of a single family dwelling on a substandard lot with an on-site waste water system.

The approval is subject to the following condition:

1. Prior to issuance of a Certificate of Occupancy the applicant shall provide approval from DEC for the on-site waste water treatment system.

Advisory Conditions:

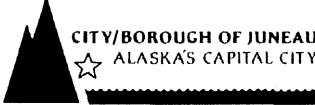

1. The applicant shall apply for a building permit for the existing accessory apartment.
2. Prior to issuance of a Certificate of Occupancy for the accessory apartment all building code requirements must be met.
3. If approval from Alaska Department of Environmental Conservation is not granted; the accessory apartment can not be occupied and the kitchen shall be removed and inspected by a CBJ Building Inspector.



12590 GLACIER HWY
VICINITY

-NOT A SURVEY-
Property lines are approximate

0 50 100 200 Feet



CITY/BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY

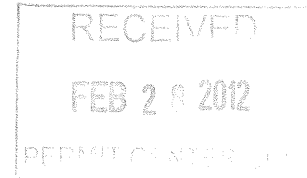
Map created: 2/23/ 2012

ATTACHMENT A

**ON-LOT WASTEWATER DISPOSAL SYSTEM
PERMIT APPLICATION
PROJECT FACT SHEET**

Owner:

David I. Phillips
2375 Jordan Avenue No. 3
Juneau, AK 99801
Jandjcleaning86@gmail.com
907-321-3478



Project location:

Lot 3, Block A, Galine Subdivision
Within USS 687
12590 Glacier Highway
Juneau, Alaska

Special considerations:

This property is served by a Nyadic sewage treatment plant (STP) Model M-6A, and a 24 by 26 ft. disposal drainfield. The system designed by Mr. Ron Hansen was constructed in the spring of 1996. A copy of the ADEC "Report for On-site Water and Sewer Certification" was reviewed and used for background information. The report is dated March 11, 1996; however, the ADEC response (approval) was not available.

The disposal drainfield has experienced a hydraulic failure. The owner has request ADEC approval to construct a replacement drainfield. The owner desires to keep the STP as is.

The ownership of this property is changing as a result of a real estate transition. Constructing a new drainfield is a condition of the sales agreement. The owner indicates expected sales closing is scheduled for mid-June. Therefore ADEC review is requested so the construction can be completed prior to that time.

Site Conditions:

Lot size

Approximately 150 ft. x 110 ft. = 16,500 sq.ft. or 0.379 acres

Water system

This lot and the subdivision is served by the CBJ Public Water System.

Adjacent lots

The adjacent lots no. 2 and 4, to the north and south sides, are developed and have houses on them. Both of these houses are served by sewage treatment plants and drainfields. Land to the east, back side of the house, is not developed. Public lands are along the west side of the property.

It is not anticipated that the proposed drainfield will impact any of the adjacent developed lands.

**ON-LOT WASTEWATER DISPOSAL SYSTEM
PERMIT APPLICATION
PROJECT FACT SHEET**

System location

Locations for a replacement drainfield are limited due to the size of the lot, the existing house, yard, driveways, and access easement. The northwest corner of the property is the only vacant area. This location presents some challenges.

The terrain slopes toward the west at approximately 1.5 to 1 ratio. The disposal area will be prepared by filling and leveling with crushed rock. The outer edges at the north and east of the disposal area will be armored with stacked large rock walls.

Separation distance

On the adjacent public lands, to the west, a small creek flows from the north to the south. The unnamed creek eventually flows under Glacier Highway and into Auke Bay about 650 away. The creek runs through a steep ravine.

The proposed location for the replacement drainfield will be approximately 65 to 70 feet horizontal distance from the creek (*distances scaled from Google Earth image*). The vertical, elevation differences, is estimated at approximately 115 feet. Slope distance is in excess of 100 feet.

Because of the very limited location options, a waiver of the 100 foot requirement is requested. Any seepage from the drainfield will have to flow over 100 feet downslope before it could reach the bottom of the ravine and the creek. The area is forested and has typical vegetative cover. Because of the steep terrain there will not be any public access of the slope or the creek in this area. Any effluent from the STP and the drainfield is expected to meet the secondary standards. This location will minimize any potential public health and water quality concerns.

Soils

The overburden will be removed from the site. Crushed rock of approximately 3 feet will be used to level the site as a foundation for the drainfield.

There is no standing water on the lot. The 1996 application indicates depth to bedrock to be greater than 10 feet and the depth to groundwater. The soil type was indicated as "sand and gravel". There was not additional soil investigated during this process.

Proposed Wastewater Treatment and Disposal System:

Structures

3 bedroom house plus one bedroom apartment = 4 bedrooms

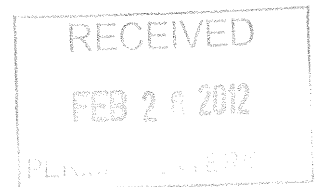
Estimated flow

150 GPD/Bedroom x 4 Bedrooms = 600 GPD.
Estimated typical domestic wastewater characteristics.

Wastewater Treatment

Existing Sewage Treatment Plant by Nyadic, model M-6A, rated to treat 600 GPD.

No proposed work on the STP.



**ON-LOT WASTEWATER DISPOSAL SYSTEM
PERMIT APPLICATION
PROJECT FACT SHEET**

Disposal

Constructed drainfield system constructed of select graded imported materials (see drawings) adjacent to the STP and down slope. Disposal area is 15 foot wide and 35 feet long (525 sq ft).

The drainfield will have three runs of bio-diffusers.

The outer edges of the drainfield should be a minimum of 5 feet from property lines. Therefore due to limited space the disposal system needs to be long and narrow.

This design assumes an application rate of 1.2 gpd/ft² (EPA Manual Table 7-10, page 249), meaning the mound system is capable of treating 600 GPD.



APPLICANT
COPY 7

24033

BOOK 0434 PAGE 399

EASEMENT

WHEREAS;

Larry Trambitas and Vesta Trambitas, husband and wife of 28 Lincoln Place, Rancho Mirage, CA. and David L. Phillips and Debbie L. Phillips, husband and wife of 4112 Birch Lane, Juneau, Alaska 99801, desire to create easements for their mutual use and purposes.

WHEREAS, Larry Trambitas owns the following described real property:

Lot 2 and 4, Block "A", Galine Subdivision, according to Plat 689, Juneau Recording District, First Judicial District, State of Alaska.

WHEREAS, David L. Phillips and Debbie L. Phillips own the following described real property.

Lot 3, Block "A", Galine Subdivision, according to Plat 689, Juneau Recording District, First Judicial District, State of Alaska.

WHEREAS, the above mentioned owners desire to create an Easement for ingress and egress, utilities and power lines across their respective properties.

THEREFORE;

Larry Trambitas and Vesta Trambitas, grants a 10.00 foot power easement across Lot 2, more particularly described as follows:

Beginning at the Northeast corner of Lot 2 and common to the Southeast corner of Lot 3; thence 5.00 feet west to the center line of said 10.00 easement; thence South 27 degrees 07' 05" W., 123.58 feet; which the Southeast corner of Lot 2 bears east, 61.33 feet.

and a 25.00 foot easement for ingress and egress across said Lot 2, across west side of Lot 2 from Lot 1 to the South side of Lot 3, Block "A", Galine Subdivision.

More particularly described by attached Exhibit "A"

BOOK 0434 PAGE 400

THEREFORE:


David L. Phillips and Debbie L. Phillips grants a 25.00 foot easement for ingress and egress and utilities across Lot 3, more particularly described as follows:


BEGIN at the Southwest corner of Lot 3, Block "A" and common to the Northwest Corner of Lot 2; thence N 10 degree 18' 17" E., 111.80 feet; to the North boundary of Lot 3 and 20.00 feet from the Northwest corner of said Lot 3; thence along the common line of Lot 3 and Lot 4 East 25.00 feet; thence S 10 degrees 18' 17" W., 111.80 feet to the South line of Lot 3, common to the North line of Lot 2; thence along the common said Lot line West 25.00 feet,

and a 18.00 power line easement across the east side of Lot 3 from North side of Lot 2 to the south side of Lot 4, Block "A", Galine Subdivision;

More particularly described by attach Exhibit "B".

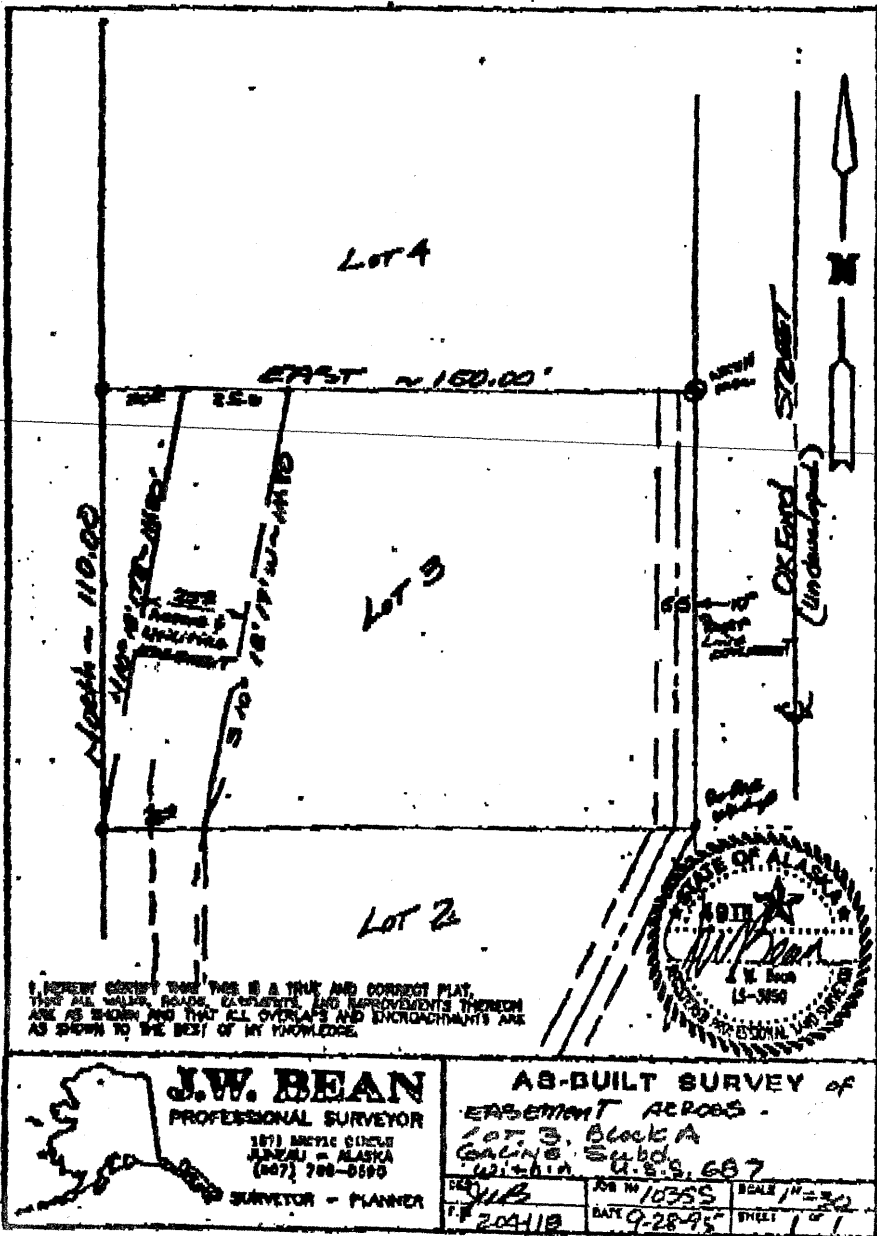
These easements are for the benefit of Lots 2, 3 and 4, Block "A", Galine Subdivision and shall run with the land, shall be binding on and shall inure to the benefit of the parties to this Agreement, their respective heirs, successors or assigns.


Larry Trambitz


Vesta Trambitz


David L. Phillips


Debbie L. Phillips



J.W. BEAN
 PROFESSIONAL SURVEYOR
 1871 BRYAN STREET
 ANCHORAGE - ALASKA
 (907) 266-8190
 SURVEYOR - PLANNER

AS-BUILT SURVEY OF
 EASEMENT ACROSS
 LOT 3, BLOCK A
 GALIN'S Subd.
 within U.S.S. 667

JOB NO. 10355	SCALE 1" = 30'
DATE 9-28-95	SHEET 1 OF 1

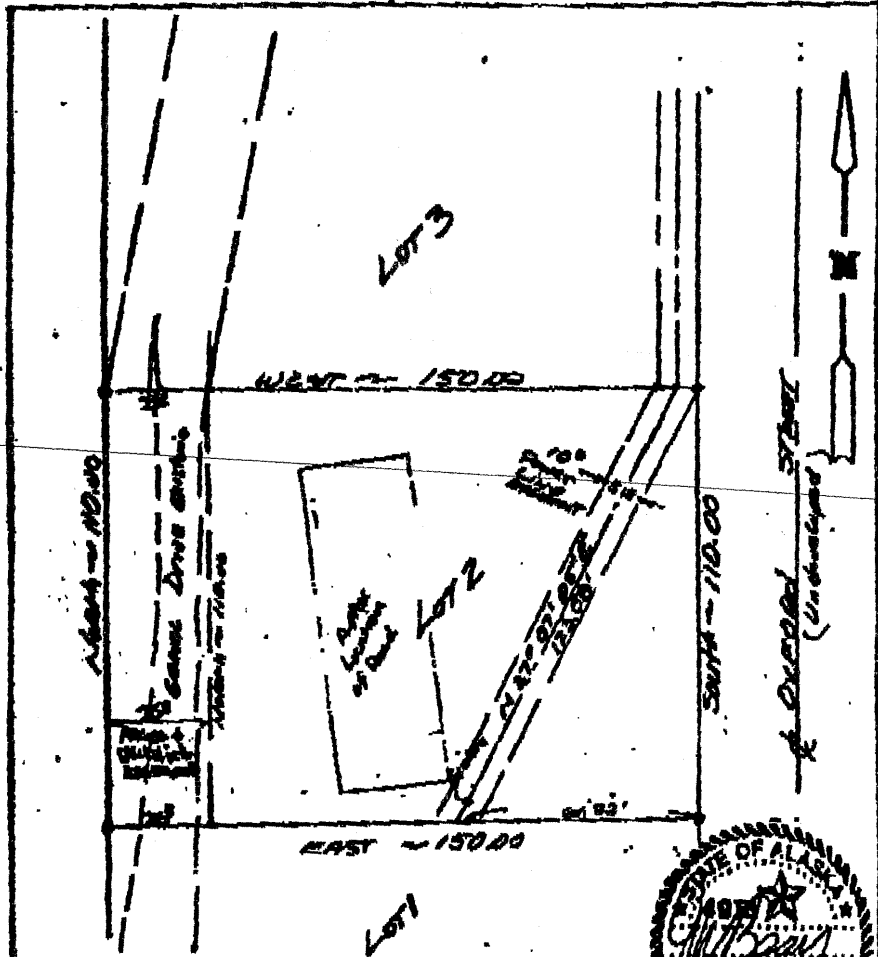
80-5

9828261164

W0434-PAGE 403

EXHIBIT "A"

W/0434 PAGE 402



I HEREBY CERTIFY THAT THIS IS A TRUE AND CORRECT PLAN,
 AND ALL WALLS, BORDERS, EASEMENTS, AND IMPROVEMENTS THEREON
 ARE AS SHOWN AND THAT ALL OVERLAPS AND ENCROACHMENTS ARE
 AS SHOWN TO THE BEST OF MY KNOWLEDGE.



J.W. BEAN
 PROFESSIONAL SURVEYOR
 1070 SOUTHCIRCLE
 DENVER, ALASKA
 (907) 788-0083
 SURVEYOR - PLANNER

AS-BUILT SURVEY OF
 EASEMENT ACROSS
 LOT 2, BLOCK A
 GALING Subd.
 W/1414 U.S.S. 687

W/1414	U.S.S. 687	SCALE 1/4" = 30'
DATE 9-28-95	SHEET 1 OF 1	

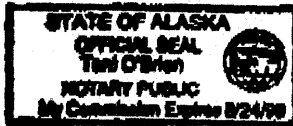
1070 SOUTHCIRCLE DENVER, ALASKA 99501 (907) 788-0083

BOOK 0434 PAGE 401

State of Alaska)

First Judicial District)

This is to certify that on this 29th day of September, 1995, before me the undersigned, personally appeared Larry Trambitas and Vesta Trambitas, to me known and known to me to be the individuals named in the above and foregoing instrument, and that he signed the said instrument freely and voluntarily for its uses and purposes therein mentioned.

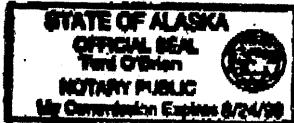


Toni O'Brien
Notary Public for Alaska
My Commission Expires _____

State of Alaska)

First Judicial District)

This is to certify that on this 29th day of September, 1995, before me the undersigned, personally appeared David I. Phillips and Debbie I. Phillips to me known and known to me to be the individuals named in the above and foregoing instrument, and that they signed the said instrument freely and voluntarily for its uses and purposes therein mentioned.



Toni O'Brien
Notary Public for Alaska
My Commission Expires _____

Return To:

TIA
9097 Glacier Hwy
Juneau AK 99801

DEVELOPMENT PERMIT APPLICATION

Project Number	CITY and BOROUGH of JUNEAU	Date Received: <u>2/13/12</u>
Project Name (City Staff to Assign Name)		

PROJECT / APPLICANT INFORMATION	Project Description		
	PROPERTY LOCATION		
	Street Address <u>12590 Glacier Hwy</u>	City/Zip <u>Juneau AK 99801</u>	
	Legal Description(s) of Parcel(s) (Subdivision, Survey, Block, Tract, Lot) <u>Lot 3 Block A Galine Sub.</u>		
	Assessor's Parcel Number(s) <u>4 B 30010100 40</u>		
	LANDOWNER/ LESSEE		
	Property Owner's Name <u>David L Phillips</u>	Contact Person: <u>Dave</u>	Work Phone: <u>907-321-3478</u>
	Mailing Address <u>2375 Jordan Ave #3</u>	Home Phone:	Fax Number:
	E-mail Address <u>gardjcleaning86@gmail.com</u>	Other Contact Phone Number(s):	
	LANDOWNER/ LESSEE CONSENT <small>***Required for Planning Permits, not needed on Building/Engineering Permits***</small>		
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 <u>David L Phillips</u> Landowner/Lessee Signature		<u>1-23-12</u> Date	
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 <small>If the same as OWNER, write "SAME" and sign and date at X below</small>			
Applicant's Name <u>Same as above</u>	Contact Person:	Work Phone:	
Mailing Address	Home Phone:	Fax Number:	
E-mail Address	Other Contact Phone Number(s):		
X <u>David L Phillips</u> Applicant's Signature		<u>1-23-12</u> Date of Application	

-----OFFICE USE ONLY BELOW THIS LINE-----

STAFF APPROVALS	<input checked="" type="checkbox"/>	Permit Type	Sign	Date Received	Application Number(s)
		Building/Grading Permit			
		City/State Project Review and City Land Action			
		Inquiry Case (Fee In Lieu, Letter of ZC, Use Not Listed)			
		Mining Case (Small, Large, Rural, Extraction, Exploration)			
		Sign Approval (If more than one, fill in all applicable permit #'s)			
		Subdivision (Minor, Major, PUD, St. Vacation, St. Name Change)			
	<input checked="" type="checkbox"/>	Use Approval (Allowable, Conditional, Cottage Housing, Mobile Home Parks, Accessory Apartment)	<input checked="" type="checkbox"/>	<u>2/13/12</u>	<u>AAP 2012 0002</u>
		Variance Case (De Minimis and all other Variance case types)			
		Wetlands Permits			
	Zone Change Application				
	Other (Describe)				
***Public Notice Sign Form filled out and in the file.					
Comments:					Permit Intake Initials <u>MS</u>

NOTE: DEVELOPMENT PERMIT APPLICATION FORMS MUST ACCOMPANY ALL OTHER COMMUNITY DEVELOPMENT DEPARTMENT APPLICATIONS
 I:\FORMS\2010 Applications Revised November 2009

ACCESSORY APARTMENT APPLICATION

TO BE COMPLETED BY THE APPLICANT

Project Number	Project Name (15 characters)	Case Number AAP 20120002	Date Received 2/13/12
----------------	------------------------------	-----------------------------	--------------------------

DESCRIBE THE ACCESSORY APARTMENT:

Ground floor 1 Bed room

TYPE OF ACCESSORY APARTMENT

- Attached to or Within a Single-Family Dwelling
 Associated With a Detached Garage
 Within a Two-Unit Common-Wall Dwelling
 Not Affiliated with Another Structure (Stand alone)

AREA OF APARTMENT

Total Area 525 square feet

(Maximum of 600 square feet allowed. Areas common to more than one dwelling unit including entry ways, furnace rooms, laundry rooms, and interior stairways are not be included in the computation of net floor area.)

PARKING

Existing Spaces 6 Proposed Total Spaces 0

(Parking dimensions must be a minimum of 8.5' X 17', and each parking space must be drawn to scale on the site plan.)

SITE INFORMATION

ZONING DISTRICT D 7

MINIMUM LOT SIZE (\$49.25.400) 36,000

ACTUAL LOT SIZE**** 16,533

UTILITIES AVAILABLE

WATER: Public On Site

SEWER: Public On Site****

****Applicants please note that if the parcel utilizes an on site septic system OR the Actual Lot Size is less than the Minimum Lot Size required, the Accessory Apartment must be reviewed through the Conditional Use Permitting Process.

Permitting Process: Departmental Review Planning Commission Approval

Fees (Departmental Approval)	Fees	Check No.	Receipt No.	Date
Application Fees	See Building Permit			
Fees (Conditional Use Permit)				
Application Fee	\$ <u>350.00</u> x 2 = <u>700.00</u>			
Public Notice Sign Fee	\$ <u>50</u>			
Public Notice Sign Deposit	\$ <u>100</u>			
Total	\$ <u>850.00</u>			<u>Credit Card 12/13/12</u>

For more information regarding the permitting process and the submittals required for a complete application, please see the reverse side.

If you need any assistance filling out this form, please contact the Permit Center at 586-0770.

NOTE: MUST BE ACCOMPANIED BY DEVELOPMENT PERMIT APPLICATION FORM

Narrative for CU Permit

ANALYSIS

Project Site -ADDRESS IS 12590 GLACIER HWY

**Project Design -1 BED ROOM, LIV ROOM, KITCHEN, BATH ROOM 550 SQ FT
BOTTOM FLOOR BEHIND GARAGE . ENTRY ON SIDE OF HOUSE AT
GROUND LEVEL.**

Traffic -1-2 CARS

**Parking and Circulation -THERE IS LOTS OF PARKING IN FRONT ENOUGH
FOR 4 CARS, TURN AROUND AREA IS ON LEVEL GROUND.**

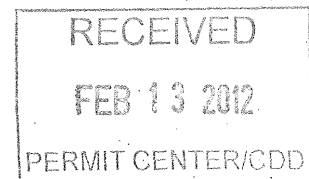
Noise -VERY LITTLE

Public Health or Safety -NO ADDITIONAL IMPACT EXPECTED

**Habitat -NONE HERE EITHER, HOME IS SEVERAL HUNDRED FT AWAY
FROM STREAM. THIS PROJECT WAS INSPECTED BY ARMY CORE OF
ENGININERRS IN 1996**

**Property Value or Neighborhood Harmony -THIS WILL HELP SOMEONE BUY
THE HOME WITH ADDED INCOME AND ADD ANOTHER PLACE FOR
PEOPLE TO LIVE.**

Conformity with Adopted Plans -



RECEIVED

OCT 10 2002

PERMIT CENTER/CDD

BLD 2002-599

OK as Noted

SB 10-22-02

RECEIVED

FEB 13 2012

PERMIT CENTER/CDD

LOT 4

EAST ~ 150.00'

North ~ 110.00'

N100°18'17"E ~ 111.80'

TB 171°14'W ~ 111.80'

25'9" ACCESS & UTILITIES EASEMENT

2' Utility Easement

EXISTING ROAD RIGHT OF WAY

West ~ 150.00'

LOT 2

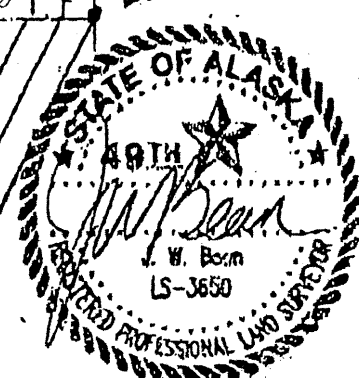
OXFORD STREET (undeveloped)

10' POWER LINE EASEMENT

5.0' Utility

Re-Grade Work

I HEREBY CERTIFY THAT THIS IS A TRUE AND CORRECT PLAT, THAT ALL WALKS, ROADS, EASEMENTS, AND IMPROVEMENTS THEREON ARE AS SHOWN AND THAT ALL OVERLAPS AND ENCROACHMENTS ARE AS SHOWN TO THE BEST OF MY KNOWLEDGE.



J.W. BEAN
PROFESSIONAL SURVEYOR

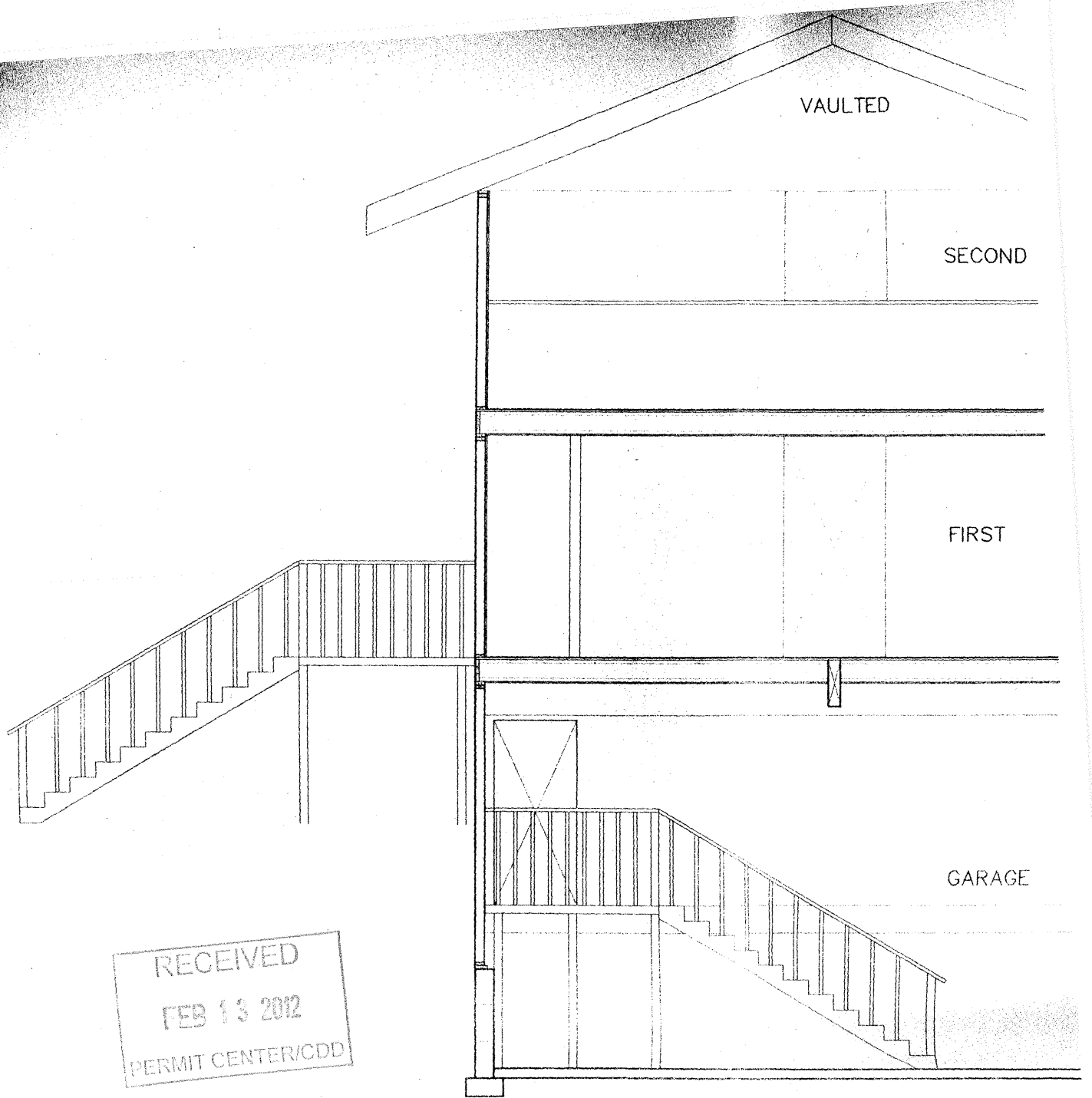
1010 ARCTIC CIRCLE
JUNEAU - ALASKA
(907) 782-0590

SURVEYOR - PLANNER

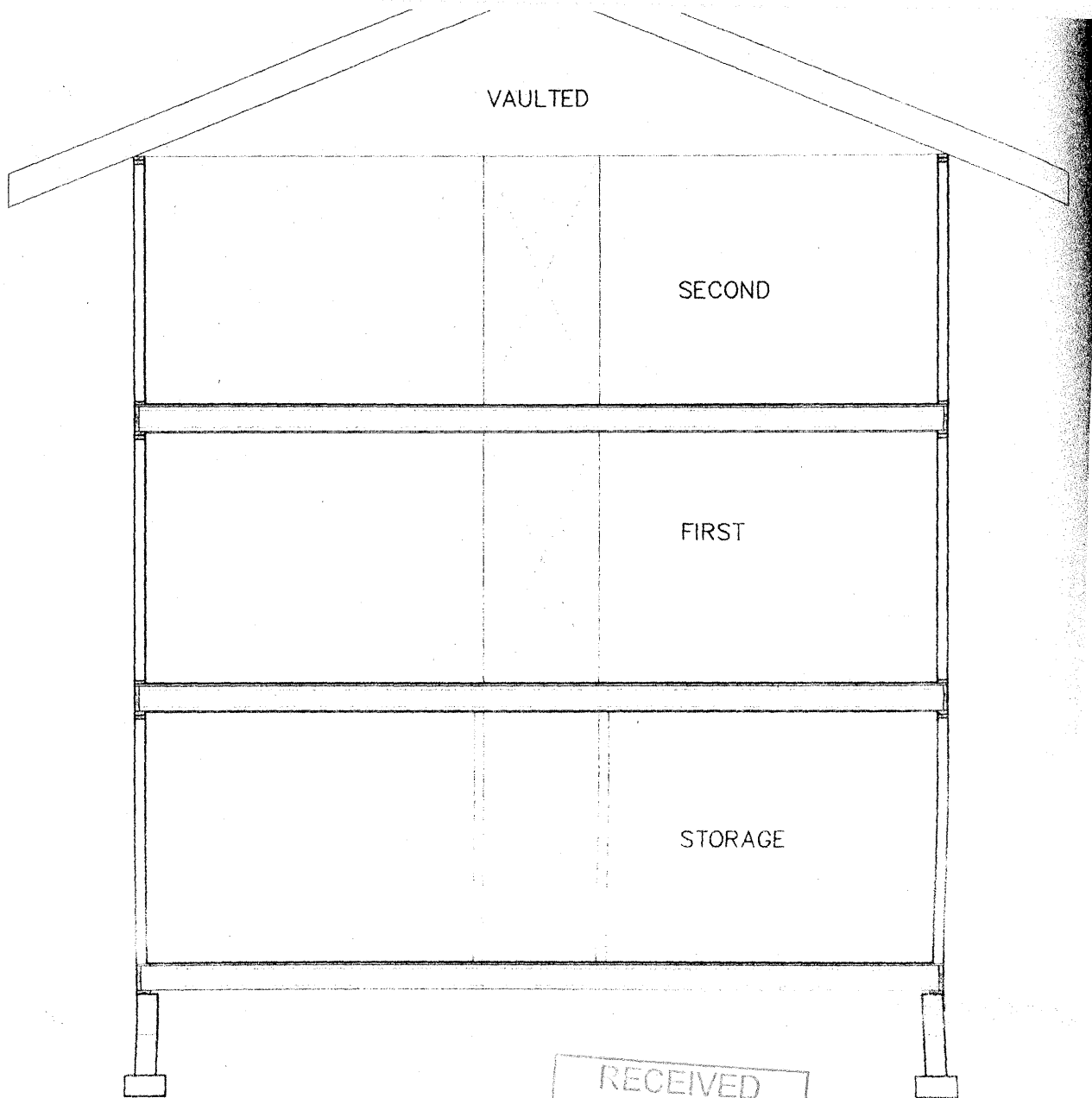
AS-BUILT SURVEY of

LOT 3, Block A
12590 GLACIER HWY
GALINE Subd.
with in U.S.S. 687

028	JCB No 10355	SCALE 1" = 30'
204110	DATE 12-13-76	SHEET 1 OF 1



SECTION A/A2
SCALE: 1/4" = 1'-0"



RECEIVED
FEB 13 2012
PERMIT CENTER/CDD

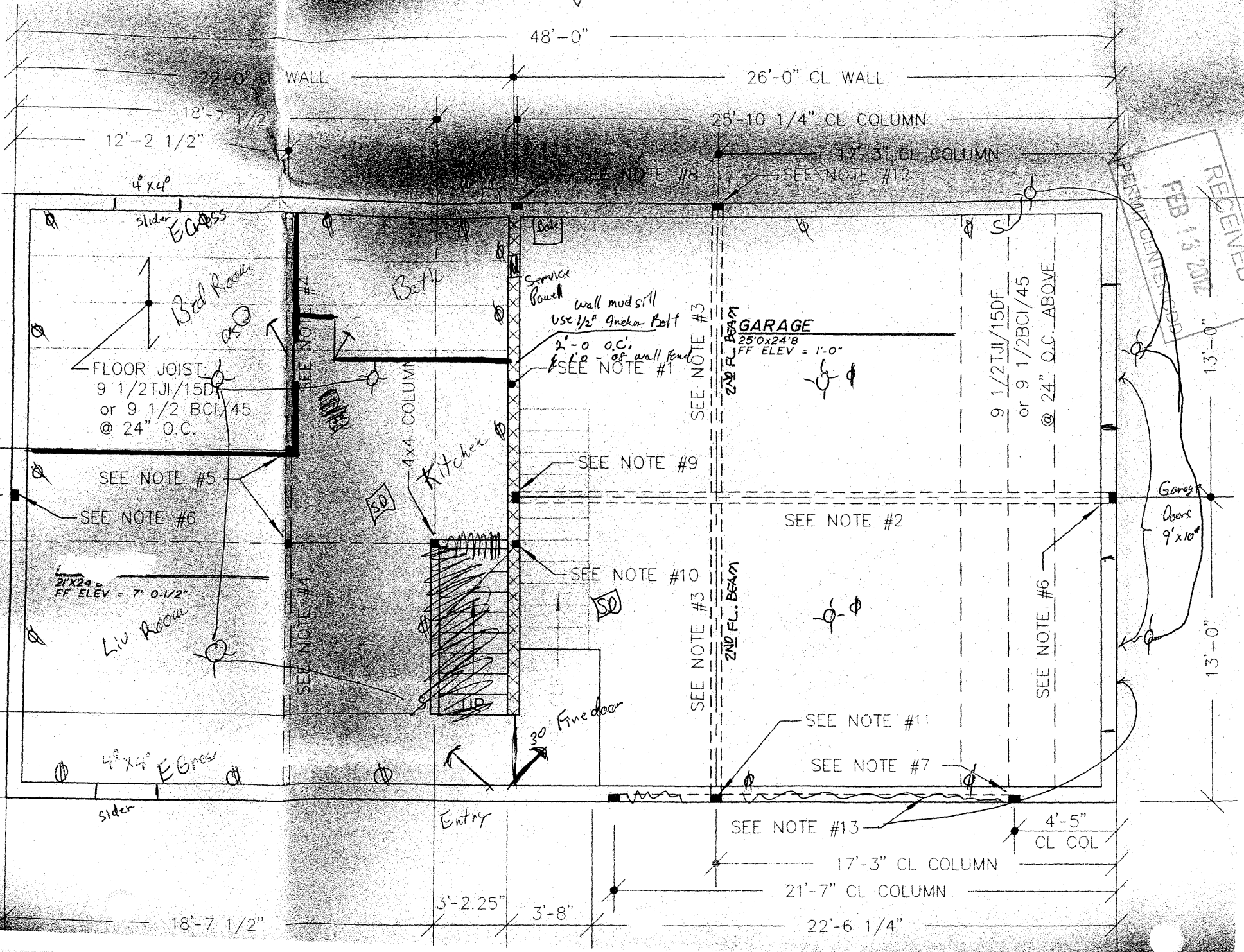
SECTION B/A2
SCALE: 1/4" = 1'-0"

RECEIVED
FEB 15 2012
PERMIT CENTER/CDD



4B3001010040
7/17/2006

OSD = Smoke Detector



RECEIVED
 FEB 13 2007
 PERMIT CENTER
 2007.01.13



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
U.S. ARMY ENGINEER DISTRICT, ALASKA
JUNEAU REGULATORY FIELD OFFICE
JORDAN CREEK CENTER
8800 GLACIER HWY, SUITE 106B
JUNEAU, ALASKA 99801-8079

September 19, 1995

RECEIVED
ON

APR 23 1996

ENGINEER DISTRICT OF JUNEAU
BUILDING DIVISION

Regulatory Branch
Enforcement Section
9-950708

Mr. Dave Phillips
4112 Birch Lane
Juneau, Alaska 99801

Dear Mr. Phillips:

This is in response to your September 14, 1995, request for a Department of Army (DA) jurisdictional determination for your proposed project on Lots 3 and 4, Block A, located at 13.5 Mile Glacier Highway, in Galine Subdivision, within section 22, T. 40 S., R. 66 E., Copper River Meridian, near Auke Bay, Alaska.

Your proposed project was reviewed pursuant to Section 404 of the Clean Water Act, which requires that a DA permit be obtained for certain structures or work in or affecting navigable waters of the United States, prior to conducting the work (33 U.S.C. 403). Section 404 of the Clean Water Act requires that a DA permit be obtained for the placement or discharge of dredged and/or fill material into waters of the United States, including wetlands, prior to conducting the work (33 U.S.C. 1344).

For regulatory purposes, the Corps of Engineers defines wetlands as those areas that are inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions.

Based on our review of the information you furnished and available to our office, and our on-site field inspection on September 18, 1995, we have determined that your proposed project area is not under DA regulatory jurisdiction. Therefore, a DA permit is not required.

However, if you should decide to alter the method, scope, or location of your proposed activity, please contact this office for a determination of DA jurisdiction and, if applicable, the required DA authorization.

Nothing in this letter shall be construed as excusing you from compliance with other Federal, State, or local statutes, ordinances or regulations that may affect this work. For informational purposes, a

ATTACHMENT E

copy of this letter is being sent to the agencies and individuals on the enclosed list.

In an effort to determine the level of customer satisfaction with the processing of DA permit actions, the Corps of Engineers' Regulatory Branch asks that you take a few moments to provide us with any constructive comments you feel are appropriate by filling out the enclosed questionnaire. Our interest is to see if we need to improve our service to you, our customer, and how best to achieve these improvements. Additional comments may be provided through the use of an oral exit interview, which is available to you upon request. Your efforts and interest in evaluating the Regulatory Program are much appreciated.

We appreciate your cooperation with the Corps of Engineers' Regulatory Program. Please refer to file number 9-950708 in future correspondence or if you have any questions concerning this matter. You may contact this office at the letterhead address, or call ~~Mr. Terry Stone at 1-907-790-4490, or by FAX at 1-907-790-4499.~~

Sincerely,

R. Thompson

Ralph W. Thompson
Juneau Regulatory Field Officer

Enclosures

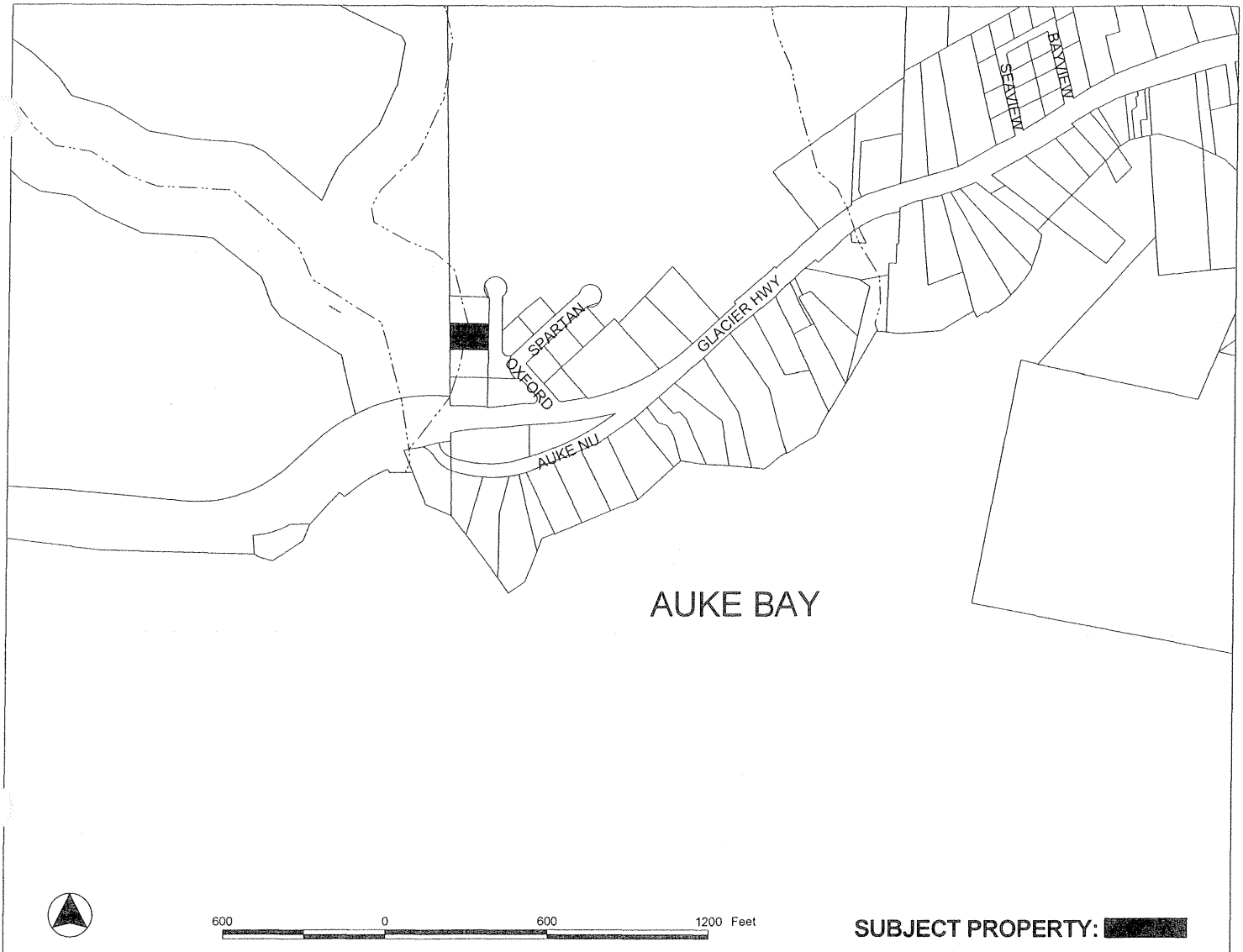
RECEIVED

ON

APR 23 1996

REGULATORY BRANCH
JUNEAU
ENGINEERING DIVISION

NOTICE OF PUBLIC HEARING



PROPOSAL: A Conditional Use permit for an accessory apartment attached to a single-family dwelling on a lot not served by city sewer.

<p>FILE NO: AAP2012 0002</p> <p>TO: Adjacent Property Owners</p> <p>HEARING DATE: March 13, 2012</p> <p>HEARING TIME: 7:00 PM</p> <p>PLACE: ASSEMBLY CHAMBERS Municipal Building 155 South Seward St Juneau, Alaska 99801</p>	<p>APPLICANT: DAVID L PHILLIPS; DEBRA L PHILLIPS</p> <p>Property PCN: 4-B30-0-101-004-0</p> <p>Owner(s): DAVID L PHILLIPS & DEBRA L PHILLIPS</p> <p>Size: 16,553 sqft</p> <p>Zoned: D-1</p> <p>Site Address: 12590 GLACIER HWY</p> <p>Accessed via: GLACIER HWY</p>
---	--

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 Nicole Jones at 907-586-0218 or e-mail nicole_jones@ci.juneau.ak.us

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