


# MEMORANDUM

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

**DATE:** March 25, 2014

**TO:** Planning Commission

**FROM:** Jonathan Lange, Planner  
Community Development Department 

**FILE NO.:** SMP2014 0002

**PROPOSAL:** A Major Subdivision creating 1 regular lot and 2 Bungalow lots on Garnet St. in the northeast Mendenhall Valley.

## GENERAL INFORMATION

**Applicant:** Shawn Kantola

**Property Owner:** Shawn Kantola

**Legal Description:** Pleasant Garden Block 3 Lot 1

**Parcel Code No.:** 5-B24-0-134-011-0

**Site Size:** 20,517 square feet or 0.47 acres

**Comprehensive Plan Future Land Use Designation:** ULDR – Urban Low Density Residential

**Zoning:** D-5

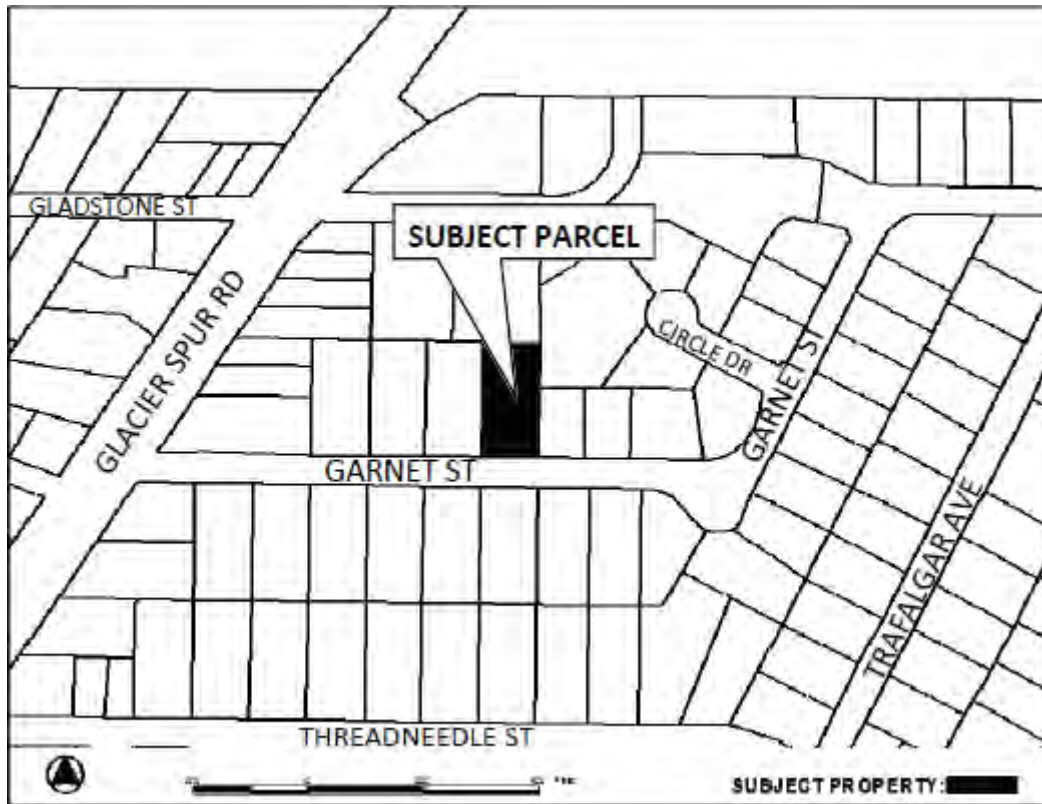
**Utilities:** City water and sewer

**Access:** Garnet Street

**Existing Land Use:** Mobile Home on lot

**Surrounding Land Use:** North – D-5; vacant  
South – D-5; duplex  
East – D-5; single-family dwelling  
West – D-5; single-family dwelling

### VICINITY MAP



### ATTACHMENTS

- Attachment A – Major Subdivision and Development Permit Applications/Project Narrative
- Attachment B – Proposed Subdivision and As-built Survey
- Attachment C – Agency and Internal Review Comments
- Attachment D – Site Pictures
- Attachment E – Public Comment
- Attachment F – Public Notice

## **PROJECT DESCRIPTION**

The applicant proposes to subdivide the existing lot at 8287 Garnet Street, in the northeast Mendenhall Valley, into two bungalow lots and one regular sized lot big enough for a duplex.

## **BACKGROUND**

The existing lot was created in 1959 under Plat #246 for Pleasant Gardens Subdivision. The lot currently has a mobile home on it that was constructed in 1972, and a 336 square foot detached garage (see as-built survey, Attachment B).

On January 22, 2014 Community Development Department (CDD) Senior Planner Ben Lyman sent the attached memorandum (see Attachment C) to the applicant informing him of the potential for subdivision of the subject lot. Mr. Lyman's analysis indicated that the lot *"could be subdivided to create two bungalow lots of at least 3,500 s.f. each... through the major subdivision process;..."*

A Pre-application Meeting for the proposed subdivision was held on February 19, 2014 with CDD staff and the applicant. The proposed subdivision outlined in Attachment B was provided to staff. Discussion of the process, application, and subdivision improvements were discussed.

## **ANALYSIS**

The proposed subdivision creates one regular sized lot that could accommodate a duplex and two bungalow lots. The following citations from the City and Borough of Juneau's Land Use Code Title 49 pertain to bungalow lot subdivisions:

49.65.610 Bungalow lot subdivisions.

(a) Subdivisions creating bungalow lots must meet the following requirements:

- (1) Lots must be served by municipal water and sewer and publicly maintained roads.
- (2) In zoning districts D1, D3, D5, and D10, subdivisions shall not exceed two bungalow lots for each standard lot

...

- (4) A note shall be included on all plats which create bungalow lots, providing: "At the time of plat recording, structures on (lot and block number for all bungalow lots) were limited to one 1,000 square foot detached single-family residence per lot; other restrictions apply as well. See the City and Borough of Juneau Land Use Code for current regulations."

49.65.620 Review procedure.

(a) The review procedure for bungalow lot subdivisions shall be:

- (1) In zoning districts D1, D3, D5, and D10:

(B)Subdivisions containing one standard lot and two bungalow lots shall be processed as major subdivisions.

49.15.430 - Major subdivisions.

*The major subdivision procedures shall be used for subdivision of a parcel into five or more lots, including the resubdivision of existing parcels into five or more lots or the adjustment of the boundary of five or more parcels. Major subdivision approval shall be a two-step process. The first step shall consist of preliminary plat approval and construction authorization by the commission pursuant to the conditional use permit process set out in section 49.15.330. The second step shall be approval of the final plat by the commission pursuant to section 49.15.440.*

Though the subdivision is only creating three lots which would regularly be a minor subdivision, the above criteria state that a subdivision creating one standard sized lot and two bungalow sized lots shall be processed as a major subdivision.

Bungalow lots:

49.65.630 Construction standards

(a)Construction on bungalow lots shall be limited to the following:

(1)One detached single-family dwelling with a net floor area not to exceed 1,000 square feet, and in addition, no more than 300 square feet, net floor area, of enclosed storage space such as garages, carports or sheds.

(2)Structures on bungalow lots shall not exceed 25 feet in height, as measured under section 49.25.420

(3)Area calculations for staircases and elevators:

(A)Up to 100 square feet of the footprint of interior staircases and elevators shall not be counted toward the net floor area of the dwelling.

(B)The footprint of exterior staircases or elevators providing access to floors above the ground floor shall be counted toward the net floor area of the dwelling.

(4)Up to 100 square feet of a second story deck shall not be counted toward the net floor area.

(5)The primary entrance must be separate from the garage or carport, and where practicable, must be clearly visible from the street providing access. Where such visibility is not practicable, a pedestrian path must be provided from the street to the primary entrance.

(b)The following dwelling types shall be prohibited on bungalow lots:

(1)accessory apartments

(2)mobile homes

(3)recreational vehicles

(4)bed and breakfast or boarding houses

Zoning- The proposed lots are zoned D-5 residential. The proposed lot 1B (12,920 square feet) exceeds the minimum lot size requirement of 7,000 square feet for a regular sized lot and exceeds the 10,500 square feet requirement for a lot to allow a duplex. The two bungalow sized lots, proposed lots 1A and 1C (both at 3,790 square feet), exceed the 3,500 square foot minimum lot size for a bungalow lot. The proposed lots meet the requirements for minimum lot width (70 feet and 35 feet for bungalow) and minimum lot depth (85 feet) in the D-5 zone. See Attachment B for proposed plat.

49.15.420 Minor subdivisions.

(h) Panhandle lots.

(1)The subdivision of a parcel with a panhandle lot may be allowed in order to facilitate the subdivision of large parcels which are insufficiently wide but otherwise meet all other requirements for subdivision. Panhandle lots may be created by subdivision under this section if the new lots meet the following additional requirements:

(B)The minimum lot size for each lot shall be 20,000 square feet for lots serviced by a community sewer system, public sewer system or a marine outfall and 40,000 square feet for lots not so serviced. Any marine outfall serving the lots shall extend to a point four feet below mean lower low water, and each lot using such disposal must abut the salt water to a minimum width of 30 feet.

Though the proposed subdivision looks like a panhandle subdivision, it does not meet the above criteria that states the minimum lot size for the panhandle lot would have to be 20,000 square feet. The applicant is not applying for a panhandle subdivision.

49.15.460 Design.

(A) Generally.

(i)Subdivision lots shall meet the minimum dimensional standards established by chapter 49.25, article IV, provided that in cases of difficult topography or other circumstances rendering compliance impracticable, the director may approve other configurations if the lot:

- (a)Meets the minimum lot size requirement;
- (b)As drawn, is capable of containing a rectangle having two sides equal in length to the minimum lot width requirement and two sides equal in length to the minimum lot depth requirement;
- (c)Has direct and practical access to a street maintained by an agency of government; and
- (d)Has at least one practical building location.

The proposed subdivision does meet the above design criterion, in that it meets the minimum lot size requirement in the D-5 zone; it meets the minimum rectangle requirement; has direct access to Garnet Street, which is maintained by the CBJ; and all three lots would have practical locations to build on.

Maximum lot coverage is 50%, and the maximum height limit is 35 feet for permissible uses and 25 feet for bungalows. Minimum setback requirements are as follows; 20 foot front and rear yard setbacks; and 5 foot side yard setbacks. Setbacks will be determined upon submission of a building permit for the proposed lots. The as-built survey shows the mobile home on the lot crossing a lot line between proposed lot 1B and 1C. Prior to recording of the Final Plat the applicant will be required to remove the mobile home from the parcel. The garage on the property meets setback requirements for proposed lot 1B. No additional buildings or designs are being proposed at this time.

Drainage- Prior to building on the proposed lots the applicant will be required to obtain a Grading and Drainage permit through the CDD and General Engineering departments. Drainage issues will be examined at this time.

Utilities- Public water and sewer is provided to the existing lot. Prior to Final Plat recording, the applicant will be required to install improvements for public water and sewer to all proposed lots, or shall bond for improvements (see condition #3)

Wetlands- N/A

Habitat- There are no known habitat issues with the proposed subdivision.

Access- One access is proposed for the subdivision from Garnet Street. All lots created through subdivision are required to have a minimum of 30 feet of street frontage, per City and Borough of Juneau Land Use Code Title 49 Chapter 15 Article IV

Section 460(5) Rights-of-way (A):

*All lots shall have at least 30 feet of frontage on a dedicated right-of-way,...*

All lots will be restricted to using the shared driveway, thus requiring a shared access and utility easement.

Condition #4 requires that prior to Final Plat Approval, the applicant shall submit a joint use and maintenance agreement for the access and utility easement to be recorded with the plat.

Traffic and Parking Analysis- Requiring a shared access for the proposed lots will help with safety concerns on Garnet Street, in that there would be fewer driveways entering the street for the proposed lots. This would also eliminate cars from backing out on to the public street.

On-site parking will be required for future development of the proposed lots. Bungalow homes require a minimum of 2 on-site parking places; a single-family home requires 2 on-site parking places; and a duplex requires 4 on-site parking places, 2 for each dwelling unit.

### **CONFORMITY WITH ADOPTED PLANS**

The subject parcel is located in an Urban/Low Density Residential (ULDR) land use category of the 2013 Comprehensive Plan. This category is defined below:

These lands are characterized by urban or suburban residential lands with detached single-family units, duplex, cottage or bungalow housing, zero-lot-line dwelling units and manufactured homes on permanent foundations at densities of one to six units per acre. Any commercial development should be of a scale consistent with a single-family residential neighborhood, as regulated in the Table of Permissible Uses (CBJ 49.25.300).

The applicant proposes to use the large lot for a duplex and the two bungalow lots for bungalow homes.

The following Comprehensive Plan Policies apply to the proposed subdivision:

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

**POLICY 4.2. TO FACILITATE THE PROVISION OF AN ADEQUATE SUPPLY OF VARIOUS HOUSING TYPES AND SIZES TO ACCOMMODATE PRESENT AND FUTURE HOUSING NEEDS FOR ALL ECONOMIC GROUPS.**

The proposed development will provide new housing for the citizens of the CBJ.

**POLICY 4.8. TO BALANCE THE PROTECTION AND PRESERVATION OF THE CHARACTER AND QUALITY OF LIFE OF EXISTING NEIGHBORHOODS WITHIN THE URBAN SERVICE AREA WHILE PROVIDING OPPORTUNITIES FOR A MIXTURE OF NEW HOUSING TYPES.**

**POLICY 10.2. TO ALLOW FLEXIBILITY AND A WIDE RANGE OF CREATIVE SOLUTIONS IN RESIDENTIAL AND MIXED USE LAND DEVELOPMENT WITHIN THE URBAN SERVICE AREA.**

**POLICY 10.3. 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.**

As stated above, the proposed subdivision would create a mixture of allowed housing types in the existing neighborhood, including duplexes and small single-family homes or bungalow homes; while preserving the density of the zoning district.

**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; and,
2. Whether the proposed use is appropriate according to the Table of Permissible Uses;
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 §49.15.300 (e)(1)(A through C), Review of Director's Determinations, the Director makes the following findings on the proposed development:



***1. Is the application for the requested conditional use permit complete?***

**Yes.** Staff finds 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 proposed subdivision is appropriate according to the Table of Permissible Uses. The Department approval is required and listed at CBJ §49.25.300, Section 1.110 and 1.2 for the D-5 zoning district.

***3. Will the proposed development comply with the other requirements of this chapter?***

**Yes.** The proposed subdivision complies with the other requirements of this chapter. Public notice of this project was provided in the March 28, 2014 and April 7, 2014 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?***

**No.** As mentioned in the above analysis through improvements the proposed lots will be provided with public water and sewer. The shared access easement/driveway to the proposed lots will be maintained through a joint use and access agreement and shall be accessible by emergency vehicles. With conditions, staff finds that the proposed subdivision will preserve 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.** As mentioned in the analysis above, the proposed subdivision will be consistent with the D-5 residential zoning district. Staff finds that the proposed subdivision will be in harmony with the neighboring area.

***6. Will the proposed development not be in general conformity with the land use plan, thoroughfare plan, or other officially adopted plans?***

**No.** As mentioned in the above analysis, the project is in general conformity with the officially adopted plans of the CBJ.

**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 – The Juneau Coastal Management Program is not applicable to the proposed development.

**RECOMMENDATION**

Staff recommends that the Planning Commission adopt the Director's analysis and findings and **APPROVE** the requested Preliminary Plat. Approval would allow the applicant to apply for the Final Plat Application. Staff further recommends that the approval be subject to the following conditions:

1. Prior to recording of the Final Plat the applicant will be required to remove the mobile home from the parcel.
2. Prior to building on the proposed lots the applicant will be required to obtain a Grading and Drainage permit through the CDD and General Engineering departments.
3. Prior to Final Plat recording, the applicant will be required to install improvements for public water and sewer to all proposed lots, or shall bond for improvements.
4. Prior to Final Plat Approval, the applicant shall submit a joint use and maintenance agreement for the access and utility easement to be recorded with the plat.

# MAJOR SUBDIVISION OR PLATTING APPLICATION

(CHANGING OR CREATING 5 OR MORE LOTS)

Project Number <u>SmP20140002</u>	Project Name (15 characters)	Case Number	Date Received <u>02/25/14</u>																																								
<b>TYPE OF MAJOR SUBDIVISION OR PLATTING APPROVAL REQUESTED</b> (please see submittal requirements on reverse)																																											
<input checked="" type="checkbox"/> Preliminary Plat (SMP) <input type="checkbox"/> Final Plat (SMF)																																											
<input type="checkbox"/> Planned Unit Development- Preliminary Plan Approval (PDP) <input type="checkbox"/> Planned Unit Development - Final Plan Approval (PDF)																																											
<input type="checkbox"/> Other _____																																											
Please attach a cover letter to fully explain the project if there is not adequate space on this form.																																											
<b>LEGAL DESCRIPTION(S) OF PROPERTY TO BE SUBDIVIDED OR PLATTED:</b> <u>Lot 1, Block 3, Pleasant Garden Subdivision</u>																																											
Number of Existing Parcels <u>1</u> Total Land Area <u>20,500</u> Number of Resulting Lots or Parcels <u>3</u>																																											
<b>EXISTING BUILDING(S) OR STRUCTURES ON THE LAND:</b> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO																																											
<b>CURRENT USE OF LAND OR BUILDING(S):</b> Currently there is a single wide trailer and a detached garage, the trailer will be removed prior to this subdivision, if we are able to we would like to keep the garage for now.																																											
<b>PROPOSED USE OF LAND OR BUILDING(S):</b> After the subdivision is completed the plan will be to build two bungalows and one duplex.																																											
<b>UTILITIES AVAILABLE:</b> WATER: <input checked="" type="checkbox"/> Public <input type="checkbox"/> On Site      SEWER: <input checked="" type="checkbox"/> Public <input type="checkbox"/> On Site																																											
<b>UNIQUE CHARACTERISTICS OF LAND OR BUILDING(S):</b> _____																																											
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.																																											
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">SUBDIVISION/PLATTING/PUD FEES</th> <th>Check No.</th> <th>Receipt</th> <th>Date</th> </tr> <tr> <th></th> <th>Fees</th> <th></th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>Application Fees</td> <td>\$ <u>650.00</u></td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Admin. of Guarantee</td> <td>\$ _____</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Adjustment</td> <td>\$ _____</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Pub. Not. Sign Fee</td> <td>\$ <u>50.00</u></td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Pub. Not. Sign Deposit</td> <td>\$ <u>100.00</u></td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Total Fee</td> <td>\$ <u>800.00</u></td> <td><u>045456</u></td> <td><u>0004817</u></td> <td><u>02/25/14</u></td> </tr> </tbody> </table>				SUBDIVISION/PLATTING/PUD FEES		Check No.	Receipt	Date		Fees				Application Fees	\$ <u>650.00</u>	_____	_____	_____	Admin. of Guarantee	\$ _____	_____	_____	_____	Adjustment	\$ _____	_____	_____	_____	Pub. Not. Sign Fee	\$ <u>50.00</u>	_____	_____	_____	Pub. Not. Sign Deposit	\$ <u>100.00</u>	_____	_____	_____	Total Fee	\$ <u>800.00</u>	<u>045456</u>	<u>0004817</u>	<u>02/25/14</u>
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**NOTE: MUST BE ACCOMPANIED BY DEVELOPMENT PERMIT APPLICATION FORM**

ATTACHMENT A

# DEVELOPMENT PERMIT APPLICATION

Project Number 5MP20140062	CITY and BOROUGH of JUNEAU	Date Received: 02/25/14
Project Name (City Staff to Assign Name)		

<div style="writing-mode: vertical-rl; transform: rotate(180deg);">PROJECT / APPLICANT</div>	<b>Project Description</b> Subdivide this property into two bungalow lots and one lot that is large enough for a duplex.		
<div style="writing-mode: vertical-rl; transform: rotate(180deg);">INFORMATION</div>	<b>PROPERTY LOCATION</b>		
	<b>Street Address</b> 8287 Gamet St.		<b>City/Zip</b> Juneau/99801
	<b>Legal Description(s) of Parcel(s)</b> (Subdivision, Survey, Block, Tract, Lot) Lot, Block 3, Pleasant Garden Subdivision		
	<b>Assessor's Parcel Number(s)</b> 5B2401340110		
	<b>LANDOWNER/ LESSEE</b>		
<div style="writing-mode: vertical-rl; transform: rotate(180deg);">PROJECT / APPLICANT</div>	<b>Property Owner's Name</b> Shawn Kantola		<b>Contact Person:</b> Shawn Kantola
	<b>Mailing Address</b> 16470 Oceanview Dr. Juneau, AK 99801		<b>Work Phone:</b> 907-209-3900
	<b>E-mail Address</b> shawnkantola@yahoo.com		<b>Home Phone:</b> 907-789-0872
	<b>Other Contact Phone Number(s):</b>		
<b>LANDOWNER/ LESSEE CONSENT</b> ***Required for Planning Permits; not needed on Building/ Engineering Permits***			
<div style="writing-mode: vertical-rl; transform: rotate(180deg);">PROJECT / APPLICANT</div>	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.		
	<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <b>X</b> <div style="margin-top: 5px;">Landowner/Lessee Signature</div> </div> <div style="width: 35%; text-align: right;"> <div style="font-size: 24px; font-weight: bold; margin-bottom: 5px;">2-19-14</div> <div style="margin-top: 5px;">Date</div> </div> </div>		
<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <b>X</b> _____  <div style="margin-top: 5px;">Landowner/Lessee Signature</div> </div> <div style="width: 35%; text-align: right;"> <div style="margin-top: 5px;">Date</div> </div> </div>			
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.			
<b>APPLICANT</b> If the same as OWNER, write "SAME" and sign and date at X below			
<div style="writing-mode: vertical-rl; transform: rotate(180deg);">PROJECT / APPLICANT</div>	<b>Applicant's Name</b> Same		<b>Contact Person:</b>
	<b>Mailing Address</b>		<b>Work Phone:</b>
	<b>E-mail Address</b>		<b>Home Phone:</b>
	<b>Other Contact Phone Number(s):</b>		
<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <b>X</b> <div style="margin-top: 5px;">Applicant's Signature</div> </div> <div style="width: 35%; text-align: right;"> <div style="font-size: 24px; font-weight: bold; margin-bottom: 5px;">2-19-14</div> <div style="margin-top: 5px;">Date of Application</div> </div> </div>			

OFFICE USE ONLY BELOW THIS LINE				
Y	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)		02/25/14	SMP 20140002
	Use Approval (Allowable, Conditional, Cottage Housing, Mobile Home Parks, Accessory Apartment)			
	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

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

## ATTACHMENT A

CBJ Permit Department

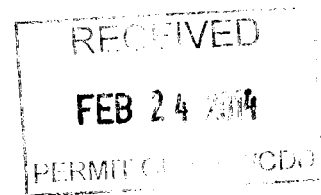
2/24/2014

Major Subdivision:

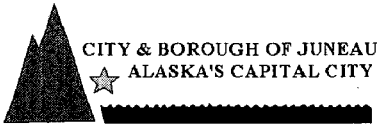
I am the owner of the property located at 8287 Garnet St. parcel #5B2401340110, Legal description, lot 1, block 3, pleasant gardens subdivision. I would like to subdivide the lot into one lot that will be large enough for a duplex and two small bungalow lots (since there are two bungalow lots I have been told that I have to go through the major subdivision process). I want to put in a utility and access easement on the middle lot for the two bungalow lots so that there would only be one driveway off the road for all three lots (as seen in the attached survey). The attached survey does show a manufactured home but the manufactured home will be removed prior to completing the subdivision, also noted in the survey is a detached garage, as it does not go into any of the setbacks I would like to keep the garage as-is. Please let me know if you need any additional information, and what the fee is so that I can come in and pay that as soon as possible to get this process started. Thanks,



Shawn Kantola



ATTACHMENT A



# Public Notice Sign Lease Agreement

Community Development Department

Case # SMP20140002 Sign # \_\_\_\_\_ Hearing Date: \_\_\_\_\_

Assessor's Parcel # 5B2401340110 Check # 045456 Receipt # CDD 4817

Applicant: SHAWN KANTOLA Phone #: 209-3900  
(please print)

Application Received by: \_\_\_\_\_ Date: 02/25/14  
(CDD staff initials/name)

I, SHAWN KANTOLA, 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

**RETURN TIME:** The sign **MUST** 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.

**PENALTIES:** The sign **MUST** be returned to the Permit Center Staff in the same condition it was taken: clean, undamaged, and with no attachments. **If a sign is not returned on time, or has been damaged, the \$100 deposit fee will be forfeited.**

**POSTING REQUIREMENTS:**

- The sign must be posted by the applicant/developer on the site at least 14 days prior to the hearing date.
- The sign must be clearly visible and readable from a public Right-of-Way.

\_\_\_\_\_  
(Applicant Signature)

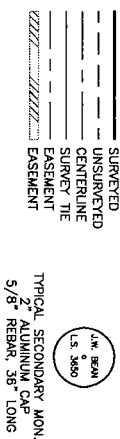
\_\_\_\_\_  
(Date)

Sign Received by: \_\_\_\_\_ Date: \_\_\_\_\_ Staff Initials: \_\_\_\_\_

Sign Returned by: \_\_\_\_\_ Date: \_\_\_\_\_ Staff Initials: \_\_\_\_\_

<b>REFUND INFORMATION:</b>	Receipt Number: _____
Amount Refunded: _____	Method: _____ Date: _____ Staff Initials: _____
Refund Received by: _____	/mailed to: _____

- ⊕ PRIMARY MONUMENT RECOVERED THIS SURVEY SET BY WKXH
- SECONDARY MONUMENT SET THIS SURVEY BY J.W. BEAN
- SECONDARY MONUMENT RECOVERED THIS SURVEY REBAR & CAP, SET BY 7075-S



(R) = AS PER PLAT NO. 2007-69

### BASIS OF BEARING

BASIS OF BEARING FOR THIS PLAT IS THE RECORD BEARING OF  
S00°00'30"W FROM A FOUND RIVER & CAP BEING THE  
NORTHEAST LOT OF LOT 7A, PLEASANT GARDENS SUBDIVISION  
A FOUND BRASS CAP BEING THE NORTHWEST CORNER OF LOT 5  
GOLDEN NUGGET SUBDIVISION AS SHOWN ON RECORD PLAT NO.  
2007-69.

**STATEMENT OF OWNERSHIP:**

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY FREE CONSENT, AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS, AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

Date \_\_\_\_\_, 2014

Owner \_\_\_\_\_

**NOTARY ACKNOWLEDGMENT:**

UNITED STATES OF AMERICA )  
 ) S.S.  
STATE OF ALASKA )

THIS IS TO CERTIFY THAT ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2014,  
BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF  
ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED  
SHAWN KAYLOLA  
WHO KNOWN TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE  
ABOVE AND FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE  
SIGNED AND SEALED THE SAME FREELY AND VOLUNTARILY FOR THE USES  
AND PURPOSES THEREIN MENTIONED.

WITNESS MY HAND AND OFFICIAL SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST ABOVE WRITTEN.

Notary Public for Alaska \_\_\_\_\_  
My Commission Expires \_\_\_\_\_

**CERTIFICATE OF APPROVAL**

I HEREBY CERTIFY THAT THE PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH TITLE 4 COMMUNITY DEVELOPMENT REGULATIONS AND TITLE 49 OF THE CODES OF THE CITY & BOROUGH OF JUNEAU AND IS APPROVED BY THE CITY AND BOROUGH OF JUNEAU DEPARTMENT OF COMMUNITY DEVELOPMENT FOR RECORDING IN THE OFFICE OF THE JUNEAU RECORDING DISTRICT, JUNEAU, ALASKA.

Dated: \_\_\_\_\_, 2014.

Director  
City & Borough of Juneau  
Department of Community Development

City &amp; Borough of Juneau

**CERTIFICATE OF REGISTERED LAND SURVEYOR**

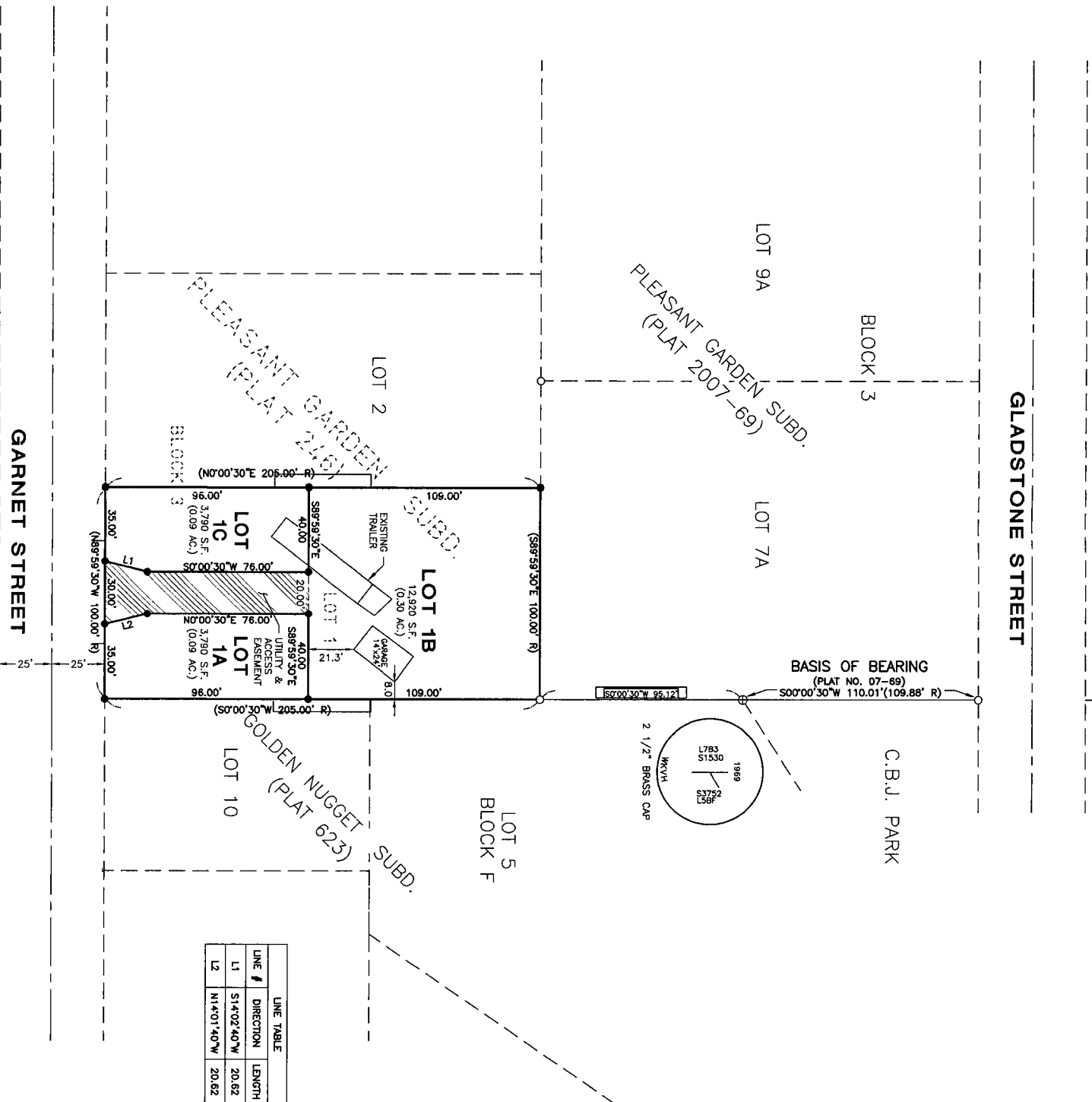
HERBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR REGISTERED IN THE STATE OF ALASKA, AND THAT THIS PLAT REPRESENTS THE SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, THAT THE ACCURACY OF THE SURVEY IS WITHIN THE LIMITS REQUIRED BY TITLE 4, COMMUNITY DEVELOPMENT REGULATIONS AND TITLE 45 OF THE CODE OF THE CITY AND BOROUGH OF JUNEAU, THAT ALL DIMENSIONAL AND RELATIVE BEARINGS ARE CORRECT AND THAT MONUMENTS ARE SET IN PLACE AND NOTED UPON THIS PLAT AS PRESENTED.

Date \_\_\_\_\_

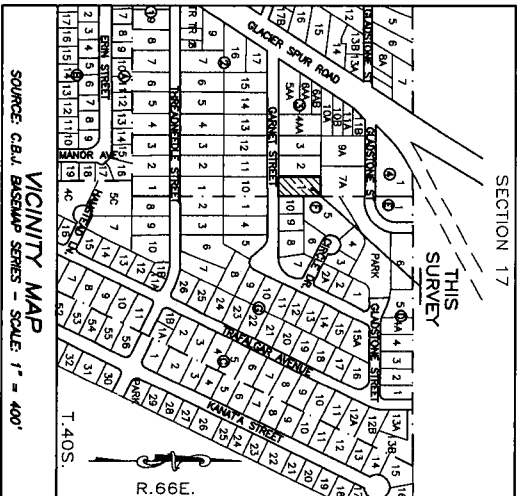


**J.W. BEAN**  
INC.  
PROFESSIONAL SURVEYOR

1000 E. 10TH AVE.  
JUNEAU, ALASKA 99801  
SURVEYOR - PLANNER - LOT1  
PH: 876-7154 FAX: 876-7101



LINE TABLE		
LINE #	DIRECTION	LENGTH
L1	S14°02'40"W	20.62
L2	N14°01'40"W	20.62



RECEIVED  
FEB 24 2004  
PERMIT CENTER

# PRELIMINARY

PLAT OF  
LOT 1A, LOT 1B & LOT 1C  
BLOCK 3

LOT 1, BLOCK 3  
PLEASANT GARDEN SUBDIVISION  
WITHIN U.S. SURVEY NO. 1630  
CITY & BOROUGH OF JUNEAU, ALASKA  
JUNEAU RECORDING DISTRICT

DATE: 2-15-2014 SCALE: 1"=30'

## Jonathan Lange

---

**From:** Jonathan Lange  
**Sent:** Tuesday, March 18, 2014 1:08 PM  
**To:** shawnkantola@yahoo.com  
**Cc:** jwbean@gci.net  
**Subject:** Subdivision Review Comments - SMP2014 0002 Garnet St.

Good afternoon Shawn,

I am emailing you in reference to the major subdivision at 8287 Garnet St., Pleasant Garden Subdivision application number SMP2014-0002.

Below are review comments from the CBJ staff in reference to the plat and as-built survey that were submitted. I have copied your surveyor on this email, as all of the comments will be for correcting the plat and as-built.

TITLE Block should read:

PLAT OF  
**LOT 1A, LOT 1B & LOT 1C**  
A SUBDIVISION OF  
**LOT 1, BLOCK 3**  
**PLEASANT GARDEN SUBDIVISION**  
U.S. SURVEY NO. 1530  
WITHIN THE CITY & BOROUGH OF JUNEAU, ALASKA  
JUNEAU RECORDING DISTRICT

Correct bearings and distances on the boundary of subdivision per NOTE 4. The plat shows the record bearing-distance annotation in parenthesis without a measure B&D. Also note that the record information referenced is from Plat #2007-69, Pleasant Gardens, but east line borders on Nugget #623 and the north line borders on #246. The appropriate record shall be noted & identified in the legend. R1= Plat XXX .. R2= Plat XXXX

Add a RECORD INFORMATION note that references all record plats used in this survey.

Change plat approval from Director to Planning Commission.

Remove job references that are printed outside the plat border.

Change the dash-dot curly to solid arcs and arrowheads for all dimensions.

The WKVH BC appears to be held for position. Add note with leader pointing to WKVH brass cap, "PLAT ORIGIN"

Show record and measured tie between existing 7075-S monuments on the north line lot 1B.

Remove the random drafting GARAGE 14'X24' on plat and miscellaneous lines that conflict with the text.

Move the reference to GOLDEN NUGGET SUBD away from the bearing/distance.

Change text "PLEASANT ... 246" and "BLOCK 3" from dashed font to solid. The subdivision designation and block number remain the same, text to equal "GOLDEN NUGGET" etc.

Add a note that restricts access for all 3 lots to one driveway within the easement.

Add Bungalow Lot note:



"At the time of plat recording structures on lot 1A and 1C Block 3 were limited to one 1,000 square foot detached single-family residence per lot; other restrictions apply as well. See the CBJ Land Use Code for current regulation."

Please have your surveyor review the comments and make corrections to the plat and as-built survey. Please submit one full sized paper copy of the plat and as-built survey and send a pdf version to me as well.

Thank you, and if you have any questions or concerns please contact me through email or the below phone number.


**Jonathan Lange**, Planner I  
Community Development Department  
City & Borough of Juneau, Alaska  
Ph: (907) 586-0218  
Fax: (907) 586-3365  
Email: [jonathan\\_lange@ci.juneau.ak.us](mailto:jonathan_lange@ci.juneau.ak.us)

# MEMORANDUM

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

**DATE:** January 22, 2014

**TO:** File

**FROM:** Ben Lyman, Senior Planner   
Community Development Department

**THROUGH:** Hal Hart, Director  
Community Development Department

**FILE No.:** 5B2401340110

**SUBJECT:** Subdivision potential of Pleasant Gardens, Block 3, Lot 1; 8287 Garnet St.

## Background

The subject parcel was platted in 1959 in Plat #246, and is 20,517 square feet in area. Its dimensions are 100 feet in width and 205 feet in depth. At the time of platting, no restrictions on lot size or layout were adopted for the subject area, and no public sanitary sewer service existed to the Pleasant Gardens subdivision.

There is currently a mobile home on the lot, constructed in 1972. This memorandum assumes that any existing structures are removed from the lot and that there are no structures on the lot subject to the setback requirements at CBJ 49.25.400 at the time of subdivision.

The current zoning of the property and its vicinity is D-5, which has a minimum lot size of 7,000 square feet for permissible uses, 3,500 square feet for bungalow lots (see CBJ 49.65.600), and 10,500 square feet for duplexes. The minimum lot width for permissible uses is 70 feet, and 35 feet for bungalow lots. The minimum lot depth is 85 feet.

The subject property is located at the eastern edge of the Pleasant Gardens Subdivision, adjacent to the Golden Nugget Subdivision (Plat #623, 1971), which was platted under the Greater Juneau Borough Zoning Ordinance under the R7 zoning districts' specifications, which required 7,000 square feet in lot area for single family residences and 9,000 square feet for duplexes, with a minimum width of 70 feet and depth of 85 feet.

The subject parcel is 2.9 times larger in area than the minimum required in the zoning district, and over two times the size of the adjacent lot to the east, Golden Nugget Block F Lot 10. Sanitary sewer service has been extended to the subject property since its platting.



ATTACHMENT C

The D-5 zone is unique in the CBJ's zoning tool kit, in that it is the only residential district other than the D-10SF in which no more than two dwellings can be constructed on a lot, regardless of how much larger the lot is than the minimum lot size. In the RR, D-1, and D-3 zones, lots that are 200% or larger than the minimum can have two single-family residences, and may be able to have up to two additional accessory apartments. In the D-10, D-15, D-18, LC, GC, WC, and MU2 zoning districts, allowable density is determined by lot area.

The subject property, if developed with the maximum number of allowable dwellings (two), would be developed at a density of 2.35 units per acre in a zoning district that is intended to accommodate a density of five units per acre – 47% of the intended density.

#### Subdivision design requirements

##### **49.15.420 Minor subdivisions.**

...

(h) *Panhandle lots.*

- (1) The subdivision of a parcel with a panhandle lot may be allowed in order to facilitate the subdivision of large parcels which are insufficiently wide but otherwise meet all other requirements for subdivision. Panhandle lots may be created by subdivision under this section if the new lots meet the following additional requirements:

...

- (B) **The minimum lot size for each lot shall be 20,000 square feet for lots serviced by a community sewer system, public sewer system or a marine outfall** and 40,000 square feet for lots not so serviced. Any marine outfall serving the lots shall extend to a point four feet below mean lower low water, and each lot using such disposal must abut the salt water to a minimum width of 30 feet.

...

##### **49.15.460 Design.**

The following design standards shall apply to all subdivisions.

...

(4) *Lots.*

(A) *Generally.*

- (i) Subdivision lots shall meet the minimum dimensional standards established by chapter 49.25, article IV, provided that in cases of difficult topography or other circumstances rendering compliance impracticable, the director may approve other configurations if the lot:
- (a) Meets the minimum lot size requirement;
  - (b) As drawn, is capable of containing a rectangle having two sides equal in length to the minimum lot width requirement and two sides equal in length to the minimum lot depth requirement;
  - (c) Has direct and practical access to a street maintained by an agency of government; and
  - (d) Has at least one practical building location.

##### **49.65.610 Bungalow lot subdivisions.**

- (a) Subdivisions creating bungalow lots must meet the following requirements:

- (1) Lots must be served by municipal water and sewer and publicly maintained roads.
- (2) In zoning districts D1, D3, D5, and D10, subdivisions shall not exceed two bungalow lots for each standard lot.
- ...
- (4) A note shall be included on all plats which create bungalow lots, providing: "At the time of plat recording, structures on (lot and block number for all bungalow lots) were limited to one 1,000 square foot detached single-family residence per lot; other restrictions apply as well. See the City and Borough of Juneau Land Use Code for current regulations."
- ...

#### **49.65.620 Review procedure.**

- (a) The review procedure for bungalow lot subdivisions shall be:
  - (1) In zoning districts D1, D3, D5, and D10:
    - (A) A minor subdivision procedure may be used for subdivision of a parcel into not more than four lots, provided that no fewer than one standard lot for each bungalow lot shall be created through this process.
    - (B) **Subdivisions containing one standard lot and two bungalow lots shall be processed as major subdivisions.**

#### Analysis

Although the minimum lot area in the D-5 zone is 7,000 square feet, the panhandle subdivision provisions at CBJ 49.15.420(h)(1)(B) state that no panhandle lot may be created that is less than 20,000 square feet. As the subject parcel is only slightly larger than 20,000 square feet, it cannot be subdivided through this provision.

The existing lot configuration and dimensions, which are legacies of a subdivision plat filed before the adoption of any subdivision design standards, and before public wastewater service was provided to the lot, render compliance with the minimum dimensional standards established by CBJ 49.25 article IV impracticable. The lot cannot be developed, or subdivided and subsequently developed, to the level of density supported by CBJ 49, the Land Use Code under strict interpretation of those dimensional standards.

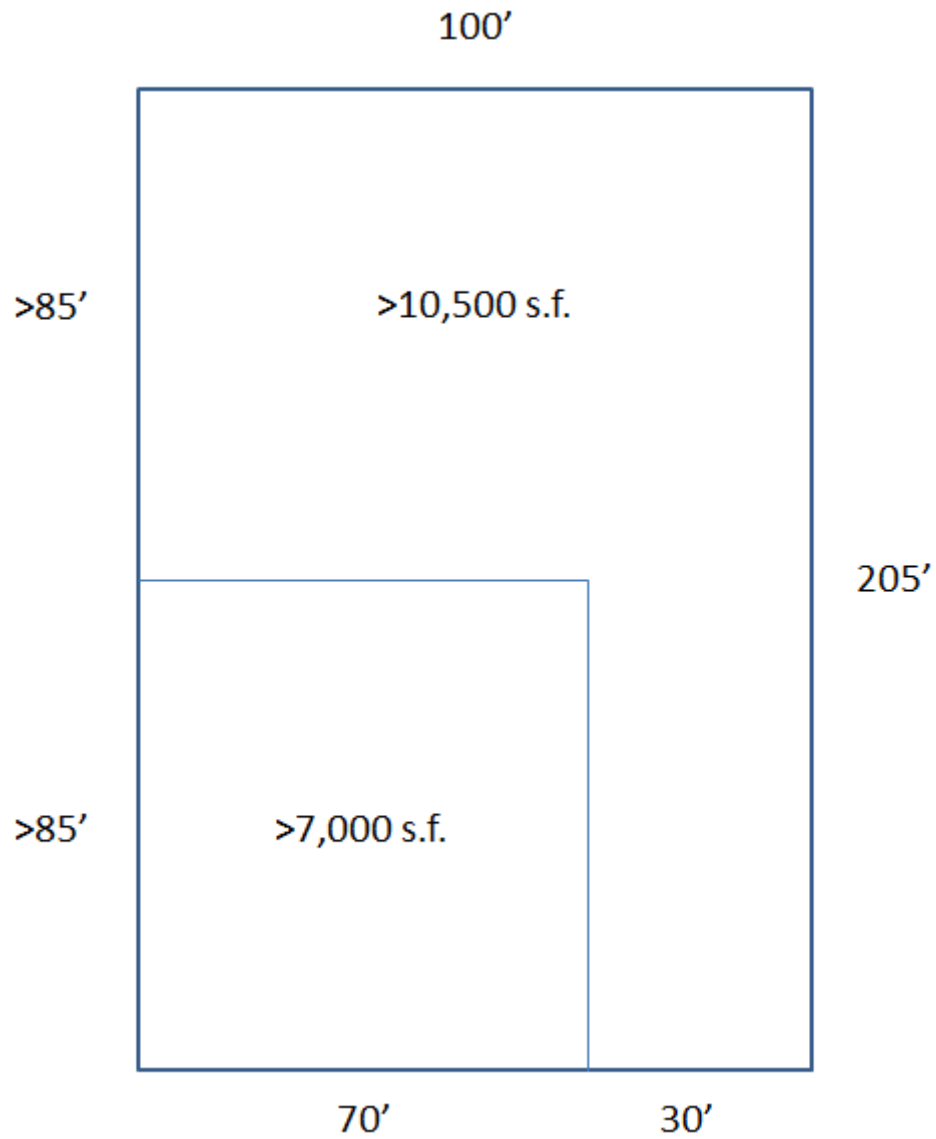
As shown in Figure 1<sup>1</sup>, the subject lot is capable of being subdivided so that all resulting lots meet the requirements at CBJ 49.15.460(4)(A)(i):

- (a) meet the minimum lot size requirement;
- (b) are capable of containing a rectangle having two sides equal in length to the minimum lot width requirement and two sides equal in length to the minimum lot depth requirement;
- (c) have direct and practical access to a street maintained by an agency of government; and
- (d) have at least one practical building location.

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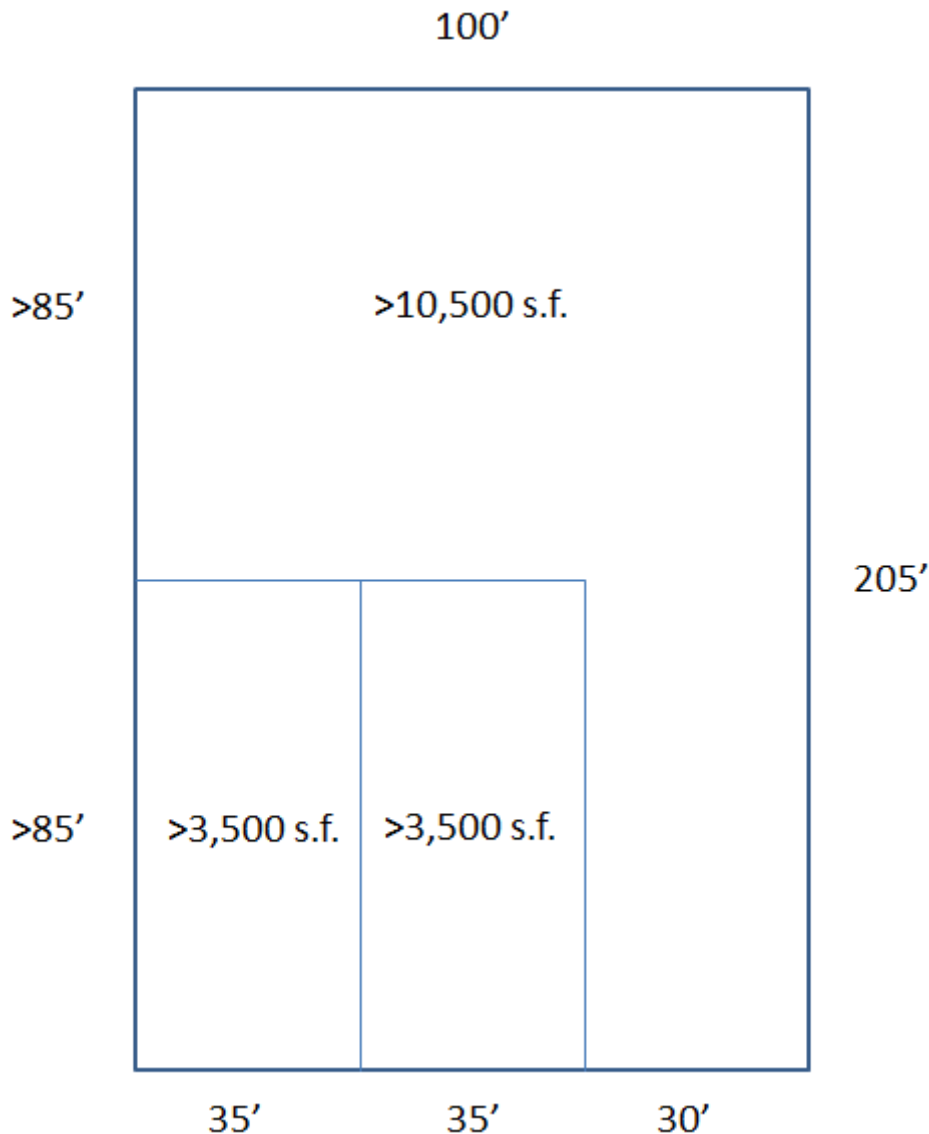
<sup>1</sup> For the purposes of these figures, the right-of-way and the front lot lines of all proposed lots are shown at the bottom of the figure, and the rear of the lots are at the top of the figure.

Figure 1:



Under the provisions of CBJ 49.65.620(a)(1)(B), the front lot ( $\geq 7,000$  s.f.) could be subdivided to create two bungalow lots of at least 3,500 s.f. each (Figure 2) through the major subdivision process; that is, following public notice and a public hearing. Relevant portions of CBJ 49.15 *Permits* are attached, and describe the review procedure, public notice requirements, and required findings for approval.

Figure 2:



Attachments:  
Relevant portions of CBJ 49.15  
Plat #246, Pleasant Gardens Subdivision

CC:  
Shawn Kantola

## **Chapter 49.15 PERMITS <sup>11</sup>**

### [ARTICLE I. - IN GENERAL](#)

### [ARTICLE II. - DEVELOPMENT GENERALLY](#)

### [ARTICLE III. - TYPES OF DEVELOPMENT](#)

### [ARTICLE IV. - MINOR AND MAJOR SUBDIVISIONS](#)

### [ARTICLE V. - DESIGN REVIEW PERMITS](#)

### [ARTICLE VI. - PLANNED UNIT DEVELOPMENTS](#)

### [ARTICLE VII. - COTTAGE HOUSING DEVELOPMENTS](#)

### [ARTICLE VIII. - CANOPIES AND AWNINGS](#)

## **ARTICLE I. IN GENERAL**

### [49.15.110 Permits required.](#)

### [49.15.120 Who may submit permit applications.](#)

### [49.15.130 Complete applications.](#)

### [49.15.140 Application format and submittals.](#)

#### **49.15.110 Permits required.**

No person may perform or cause to be performed any development work within the City and Borough except in accordance with a valid development permit, or early start or fast track authorization approved under the provisions of [chapter 19.01](#) of the building code.

#### **49.15.120 Who may submit permit applications.**

- (a) Applications for permits will be accepted only from persons who have, or upon issuance of the permit, will have the legal authority to take action in accordance with the permit. All applications must be signed by the owners or lessees of the land to be subject to the permit.
- (b) The director may require an applicant to submit evidence of authority to submit an application in accordance with subsection (a) of this section.

#### **49.15.130 Complete applications.**

- (a) All applications for permits must be complete, signed and accompanied by the applicable fee before the permit-issuing authority can accept the application.
- (b) An application is complete when it contains all of the information necessary to determine if the development will comply with all of the requirements of the permit applied for.
- (c) Permit applications shall contain a permission form signed by the applicant and the property owner granting permission to City and Borough officials, employees, and agents to enter upon the site during reasonable hours, to examine and inspect the site as part of the permitting procedure.

#### **49.15.140 Application format and submittals.**

The director shall decide the form and type of information required for each type of application, and may, when a particular application warrants, authorize less or require more information than normally specified.



## **ARTICLE II. DEVELOPMENT GENERALLY**

[49.15.210 Type of development permit required.](#)

[49.15.220 Minor and major development.](#)

[49.15.230 Public notice.](#)

[49.15.239 Effective date.](#)

[49.15.240 Development permit expiration.](#)

[49.15.250 Development permit extension.](#)

### **49.15.210 Type of development permit required.**

The type of development permit required for a particular use shall be as specified in the Table of Permissible Uses in [chapter 49.25](#), article III.

### **49.15.220 Minor and major development.**

The intent of this chapter is to require a shortened approval process for minor developments and a more detailed review by the commission for major developments according to the following:

- (1) Unless otherwise specified in this title, minor development shall require department approval. If the director determines that a series of applications for minor developments, taken together, constitute a major development, the applications shall be subject to the appropriate major development permit procedures and standards.
- (2) Except as otherwise specified in this title, a major development shall require one or more of the following approvals or permits:
  - (A) Allowable use permit;
  - (B) Conditional use permit;
  - (C) Preliminary plat approval;
  - (D) Final plat approval.

### **49.15.230 Public notice.**

Public notice of planning commission consideration of development permits and rezonings shall be provided as follows:

- (1) Permit consideration shall be included as an item in the posted agenda.
- (2) Notice of the meeting, and the agenda item shall be published in a newspaper of general circulation in the City and Borough a minimum of ten days prior to the date of the meeting.
- (3) The developer shall post a sign on the site at least 14 days prior to the meeting. The sign shall be visible from a public right-of-way, shall be between four square feet and 32 square feet in area, shall have a red background, and shall indicate in white lettering, 216-point or larger, that a development permit or rezoning, as applicable, has been sought for the site, the date of the hearing thereon, and that further information is available from the director. The developer shall maintain the sign and shall remove it within 14 days after final action on the application.
- (4) The director shall mail notice of the application and the initial meeting thereon to the owners of record of all property located within 500 feet of the property subject to the permit or rezoning.
- (5) The applicant shall deliver individual written notice by certified mail, return receipt requested of the application and the initial meeting thereon to each tenant of any multifamily residential development for which the application seeks a change in use.



#### **49.15.239 Effective date.**

A minor development permit shall be effective upon execution by the director. A major development permit shall be effective upon approval by the commission. A development permit shall not be final until the disposition of any appeal thereof, or until the time for appeal has run and no appeal has been filed.

#### **49.15.240 Development permit expiration.**

A development permit shall become void 18 months after its effective date if no associated building permit, right-of-way permit or similar permit for construction has been issued and substantial construction progress pursuant thereto made, or if no plat has been issued in accordance with the plans for which the development permit was authorized. A development permit shall become void if all building permits issued for the development expire or become void.

#### **49.15.250 Development permit extension.**

Upon an application submitted at least 30 days before the expiration of an existing major development permit, the commission shall hold a hearing to consider whether the permit should be extended. At least ten days prior to the hearing, notice thereof shall be mailed to the property owners of record adjacent to the land included in the application and at least two days prior to the hearing a general notice thereof shall be printed in a newspaper of general circulation in the municipality. At the hearing, the burden of proof for the justification for a permit extension shall rest with the applicant. Upon written findings that such burden has been met, the commission may grant an extension not to exceed 18 months, but shall not delete from, amend or add to the conditions contained in the permit. Upon written findings that the applicant's burden has not been met, or that the conditions contained in the permit should be changed, or both, the commission shall deny the application whereupon the applicant may submit the entire project, including the previously authorized use, to a full review by the commission as though it were a new application. Upon application and consideration pursuant to this section, the commission may grant no more than one additional extension, the maximum duration of which shall be 18 months.

### **ARTICLE III. TYPES OF DEVELOPMENT**

[49.15.310 Department approval.](#)

[49.15.320 Allowable use permit.](#)

[49.15.330 Conditional use permit.](#)

#### **49.15.310 Department approval.**

- (a) *Purpose.* The department shall review minor developments to ensure compliance with this title.
- (b) *Application form.* The director shall provide a minor development application form to be submitted as part of the application process for a building permit.
- (c) *Preapplication conference.* Prior to submitting an application, the applicant shall be afforded the opportunity to discuss with the director such facts, issues and proceedings as may be relevant to the application.
- (d) *Community development director procedure.*
  - (1) *Review of application.* The director shall review the application, consult with the applicant, and approve a minor development permit unless:
    - (A) The application is incomplete;

- (B) Issuance of the requested permit is beyond the director's authority according to the table of permissible uses; or
  - (C) The development as proposed will not comply with one or more requirements of this title.
- (2) *Conditions on approval.* The director may condition department approval as necessary to ensure compliance with this title.

#### **49.15.330 Conditional use permit.**

- (a) *Purpose.* A conditional use is a use that may or may not be appropriate in a particular zoning district according to the character, intensity, or size of that or surrounding uses. The conditional use permit procedure is intended to afford the commission the flexibility necessary to make determinations appropriate to individual sites. The commission may attach to the permit those conditions listed in subsection (g) of this section as well as any further conditions necessary to mitigate external adverse impacts. If the commission determines that these impacts cannot be satisfactorily overcome, the permit shall be denied. The procedures and standards established in this section shall also be applied to major subdivision preliminary plat approval pursuant to [section 49.15.430](#)
- (b) *Preapplication conference.* Prior to submission of an application, the developer shall meet with the director for the purpose of discussing the site, the proposed development activity, and the conditional use permit procedure. The director shall discuss with the developer, regulation which may limit the proposed development as well as standards or bonus regulations which may create opportunities for the developer. It is the intent of this section to provide for an exchange of general and preliminary information only and no statement by either the developer or the director shall be regarded as binding or authoritative for purposes of this code. A copy of this subsection shall be provided to the developer at the conference.
- (c) *Submission.* The developer shall submit to the director one copy of the completed permit application together with all supporting materials and the permit fee.
- (d) *Director's review procedure.*
  - (1) The director shall endeavor to determine whether the application accurately reflects the developer intentions, shall advise the applicant whether or not the application is acceptable and, if it is not, what corrective action may be taken.
  - (2) After accepting the application, the director shall schedule it for a hearing before the commission and shall give notice to the developer and the public in accordance with [section 49.15.230](#)
  - (3) The director shall forward the application to the planning commission together with a report setting forth the director's recommendation for approval or denial, with or without conditions together with the reasons therefor. The director shall make those determinations specified in subsections (1)(A)—(1)(C) of subsection (e) of this section.
  - (4) Copies of the application or the relevant portions thereof shall be transmitted to interested agencies as specified on a list maintained by the director for that purpose. Referral agencies shall be invited to respond within 15 days unless an extension is requested and granted in writing for good cause by the director.
  - (5) Even if the proposed development complies with all the requirements of this title and all recommended conditions of approval, the director may nonetheless recommend denial of the application if it is found that the development:
    - (A) Will materially endanger the public health or safety;
    - (B) Will substantially decrease the value of or be out of harmony with property in the neighboring area; or
    - (C) Will not be in general conformity with the land use plan, thoroughfare plan, or other officially adopted plans.
- (e) *Review of director's determinations.*
  - (1) At the hearing on the conditional use permit, the planning commission shall review the director's report to consider:

- (A) Whether the proposed use is appropriate according to the table of permissible uses;
  - (B) Whether the application is complete; and
  - (C) Whether the development as proposed will comply with the other requirements of this title.
- (2) The commission shall adopt the director's determination on each item set forth in paragraph (1) of this subsection (e) 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.
- (f) *Commission determinations; standards.* Even if the commission adopts the director's determinations pursuant to subsection (e) of this section, it may nonetheless deny or condition the permit if it concludes, based upon its own independent review of the information submitted at the 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) Lack general conformity with the comprehensive plan, thoroughfare plan, or other officially adopted plans.
- (g) *Specific conditions.* The commission may alter the director's proposed permit conditions, impose its own, or both. Conditions may include one or more of the following:
- (1) *Development schedule.* A reasonable time limit may be imposed on construction activity associated with the development, or any portion thereof, to minimize construction-related disruption to traffic and neighborhood, to ensure that development is not used or occupied prior to substantial completion of required public or quasi-public improvements, or to implement other requirements.
  - (2) *Use.* Use of the development may be restricted to that indicated in the application.
  - (3) *Owners' association.* The formation of an association or other agreement among developers, homeowners or merchants, or the creation of a special district may be required for the purpose of holding or maintaining common property.
  - (4) *Dedications.* Conveyance of title, easements, licenses, or other property interests to government entities, public utilities, owners' associations, or other common entities may be required.
  - (5) *Performance bonds.* The commission may require the posting of a bond or other surety or collateral approved as to form by the city attorney to guarantee the satisfactory completion of all improvements required by the commission. The instrument posted may provide for partial releases.
  - (6) *Commitment letter.* The commission may require a letter from a public utility or public agency legally committing it to serve the development if such service is required by the commission.
  - (7) *Covenants.* The commission may require the execution and recording of covenants, servitudes, or other instruments satisfactory in form to the city attorney as necessary to ensure permit compliance by future owners or occupants.
  - (8) *Revocation of permits.* The permit may be automatically revoked upon the occurrence of specified events. In such case, it shall be the sole responsibility of the owner to apply for a new permit. In other cases, any order revoking a permit shall state with particularity the grounds therefor and the requirements for reissuance. Compliance with such requirements shall be the sole criterion for reissuance.
  - (9) *Landslide and avalanche areas.* Development in landslide and avalanche areas, designated on the landslide and avalanche area maps dated September 9, 1987, consisting of sheets 1—8, as the same may be amended from time to time by assembly ordinance, shall minimize the risk to life and property.
  - (10) *Habitat.* Development in the following areas may be required to minimize environmental impact:
    - (A) Developments within 330 feet of an eagle's nest located on private land; and
    - (B) Developments in wetlands and intertidal areas.

- (11) *Sound*. Conditions may be imposed to discourage production of more than 65 dBa at the property line during the day or 55 dBa at night.
- (12) *Traffic mitigation*. Conditions may be imposed on development to mitigate existing or potential traffic problems on arterial or collector streets.
- (13) *Water access*. Conditions may be imposed to require dedication of public access easements to streams, lake shores and tidewater.
- (14) *Screening*. The commission may require construction of fencing or plantings to screen the development or portions thereof from public view.
- (15) *Lot size or development size*. Conditions may be imposed to limit lot size, the acreage to be developed or the total size of the development.
- (16) *Drainage*. Conditions may be imposed to improve on and off-site drainage over and above the minimum requirements of this title.
- (17) *Lighting*. Conditions may be imposed to control the type and extent of illumination.
- (18) *Other conditions*. Such other conditions as may be reasonably necessary pursuant to the standards listed in subsection (f) of this section.

## **ARTICLE IV. MINOR AND MAJOR SUBDIVISIONS <sup>[2]</sup>**

### [49.15.410 Generally.](#)

### [49.15.420 Minor subdivisions.](#)

### [49.15.430 Major subdivisions.](#)

### [49.15.440 Final plat.](#)

### [49.15.445 Minor lot consolidation.](#)

### [49.15.450 Street vacations.](#)

### [49.15.460 Design.](#)

### [49.15.470 Recorded plats legalized.](#)

## **49.15.410 Generally.**

### **(a) This article is intended to:**

- (1) Regulate the subdivision of land by furthering the orderly layout and use of land;
- (2) Standardize construction procedures for public rights-of-way and utilities;
- (3) Establish a procedure for vacating or revising existing subdivision lines;
- (4) Establish a procedure for reviewing boundary and land survey plats for recording;
- (5) Provide for the use of shadow plats, in transition areas, in order to accommodate eventual redevelopment at higher densities in the designated urban service area not served by public sanitary sewer or public water when initially developed; and
- (6) Establish a procedure for minor lot consolidations.

(Serial No. 87-49, § 2, 1987; Serial No. 95-40, § 2, 1996)

## **49.15.420 Minor subdivisions.**

- (a) *Applicability*. A minor subdivision procedure may be used for subdivision of a parcel into not more than four lots; provided, no minor subdivision may be filed or approved:

- (1) For the subdivision of a parcel any part of which is within a landslide or avalanche area identified as such in the comprehensive plan or attachments thereto;
  - (2) If it is a part of or made in connection with a present or projected subdivision development as determined by the director; or
  - (3) If the property is within a parcel any part of which has been subdivided by a minor subdivision within the preceding 24 months unless the proposed subdivision creates no new lots.
- (b) *Process.* The minor subdivision process shall be used for the review and recording of boundary and land survey plats. Such subdivision may include boundary retracement surveys, accretion surveys, the original monument recovery, or restoration surveys, but does not include leases of less than 55 years.
- (c) *Submittals.*
- (1) An application for a minor subdivision shall be submitted and approved in conformity with the department approval process set forth in articles I and II of this chapter and the standards set forth in this section.
  - (2) The application shall include the application fee, and five blue or black line prints on paper, 18 by 24 inches, 22 by 36 inches, or 24 by 36 inches in size. The application shall also include separate plans for construction of any improvements required or proposed. The department may require the submission of topographic maps.
  - (3) The minor subdivision shall be prepared by a professional land surveyor licensed to practice in the state.
  - (4) A title block shall be located in the lower right hand corner of the plat and shall contain:
    - (A) The proposed name of the subdivision in prominent letters;
    - (B) The location of the subdivision area identified by reference to U.S. Survey, public land description or prior subdivision name;
    - (C) The date of submission;
    - (D) Identification of the horizontal scale, which shall be 100 feet to the inch or larger unless a smaller scale is approved by the department; and
    - (E) The name and address of the owner and subdivider and the name of the land surveyor.
- (d) *Process.* Minor subdivisions shall be reviewed and approved under the department approval process in articles I and II of this chapter as well as the following sections:
- (1) The department shall, within ten working days of receipt of a complete application, approve the plat, disapprove the plat, inform the applicant of the date when action on the plat may be expected, or approve the plat with conditions. Failure to take action in accordance with this subsection does not constitute plat approval.
  - (2) Upon notification of plat approval, the applicant shall complete required surveying and monumentation, make corrections to the plat and submit a black line, mylar, reproducible plat of the subdivision on mylar, 18 by 24 inches, 22 by 36 inches, or 24 by 36 inches in size.
  - (3) Prior to plat recording, the applicant shall construct, or provide a guarantee satisfactory in form to the city attorney and providing for the construction of, all required improvements.
  - (4) The director may sign the plat upon a determination that the subdivision and plat meet all of the requirements of this chapter and title. The department shall retain a duplicate reproducible mylar copy of the plat furnished by the applicant or the City and Borough, as the director may determine. The original shall be recorded by the department.
- (e) *Improvements.* The improvement and construction requirements of this title shall apply to all minor subdivisions, except that:
- (1) The requirements of subsection [49.15.430\(1\)\(Q\)](#) shall not apply;
  - (2) No improvements shall be required if no additional lots are created; and
  - (3) For minor subdivisions designated as remote subdivisions pursuant to [section 49.70.1110](#), the director may:

- (A) Authorize a lesser improvement than that which would otherwise be required by subsection [49.15.460\(5\)\(D\)](#) upon a finding that such lesser improvement would provide sufficient and practical access to lots created by the subdivision and that the developer has established a system for common maintenance of the improvements by property owners within the subdivision.
  - (B) Waive the requirements of subsection [49.15.460\(5\)\(D\)](#) upon a finding that construction of the required right-of-way is not necessary to provide for sufficient and practical access to lots created by the subdivision and would be an unnecessary public maintenance burden.
  - (C) To the extent consistent with topography, existing easements, and the need to promote access between neighbors, require that coastal lots in remote subdivisions include a pedestrian easement between lots at the line of extreme high tide.
- (f) *Survey, monumentation and certification.* The commission shall, by regulation adopted under [chapter 01.60](#), establish and enforce survey, monumentation, and certification requirements for minor subdivisions.
- (g) *Design.* Minor subdivisions shall meet the design standards set out in this title.
- (h) *Panhandle lots.*
- (1) The subdivision of a parcel with a panhandle lot may be allowed in order to facilitate the subdivision of large parcels which are insufficiently wide but otherwise meet all other requirements for subdivision. Panhandle lots may be created by subdivision under this section if the new lots meet the following additional requirements:
    - (A) The front and panhandle lots must meet all the dimensional and area requirements of this title, except that part of the panhandle lot abutting the public way must be at least 30 feet wide and, in a D-1 zoning district, up to 30 feet of the width of the panhandle of the rear lot may be used in determining the width of the front lot. The common property line shall be limited to two changes of direction. The lot width for the panhandle lot shall be the distance between its side boundaries measured behind the back lot line of the front lot which line shall also be the front lot line of the panhandle lot for purposes of determining front yard setback. That part of the panhandle lot lying between its front lot line and the point at which it abuts the public way shall be no less than 30 feet in width.
    - (B) The minimum lot size for each lot shall be 20,000 square feet for lots serviced by a community sewer system, public sewer system or a marine outfall and 40,000 square feet for lots not so serviced. Any marine outfall serving the lots shall extend to a point four feet below mean lower low water, and each lot using such disposal must abut the salt water to a minimum width of 30 feet.
    - (C) Only one access to the public right-of-way may be permitted for the two lots. Such access shall be designated on the plat. Off-street parking shall be provided in an amount sufficient to meet municipal requirements. A driveway plan shall be submitted and approved by the director prior to recording of the plat, and construction of off-street parking shall be completed prior to issuance of a building permit. There shall be no back-out parking onto collectors or arterials.
    - (D) Any portion of a driveway not located in a public right-of-way shall have a maximum grade not exceeding 15 percent. A profile of the proposed driveway centerline shall be submitted as a part of the plat application.
    - (E) Existing driveways and access points not meeting the requirements of this subsection (h) of this section must be abandoned, and improvements thereto removed and relocated prior to recording of the plat.
  - (2) Neither lot resulting from a panhandle subdivision may be subject to further panhandle subdivisions.

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#### **49.15.430 Major subdivisions.**

The major subdivision procedures shall be used for subdivision of a parcel into five or more lots, including the resubdivision of existing parcels into five or more lots or the adjustment of the boundary of



five or more parcels. Major subdivision approval shall be a two-step process. The first step shall consist of preliminary plat approval and construction authorization by the commission pursuant to the conditional use permit process set out in [section 49.15.330](#). The second step shall be approval of the final plat by the commission pursuant to [section 49.15.440](#). A sketch plat provided by the applicant is recommended for the preapplication conference.

- (1) *Submittals; preliminary plat.* Application for preliminary plat approval shall be accompanied by a preliminary plat meeting the following requirements:
  - (A) The preliminary plat shall be prepared by a registered professional land surveyor, registered in the state and shall be submitted to the department not less than 20 working days prior to the commission meeting at which it is to be reviewed.
  - (B) A title block shall be located in the lower right-hand corner and shall contain:
    - (i) The proposed name of the subdivision;
    - (ii) The location of the proposed subdivision area, identified by U.S. Survey or public land description;
    - (iii) The date of submission;
    - (iv) Identification of the horizontal scale, which shall be 100 feet to the inch or larger; and
    - (v) The name and address of the owner and subdivider, and the name of the land surveyor of the preliminary layout.
  - (C) The preliminary plat shall show the boundaries of all property on the proposed subdivision site including contiguous property under the control of the subdivider, even if only a portion is being subdivided. If the plat submitted covers only a part of the tract under the control of the subdivider, a sketch of the prospective street system of the unplatted part shall be submitted and the street system shall be reviewed in light of the existing thoroughfare element of the comprehensive plan and the major thoroughfare plan.
  - (D) The monuments used to establish the basis of bearing shall be identified and located.
  - (E) The plat shall indicate the locations, widths and names of all existing or platted public ways within or adjacent to the tract, as well as existing structures, easements, watercourses, U.S. Survey lines and numbers, and other important features.
  - (F) Existing sewer and water mains, drainage culverts or other underground structures within the tract shall be shown with pipe sizes and grades indicated. Existing pole lines, ditches, canals, natural drainage channels and open waterways shall be shown.
  - (G) The applicant shall provide certification from a qualified engineer licensed by the state, indicating that the proposed lots are large enough and have soil of sufficient permeability to permit the construction of approved systems for on-lot waste disposal.
  - (H) The plat shall show the results of any test to determine adequate soil conditions which may affect the development of the subdivision.
  - (I) The plat shall clearly indicate the method by which the subdivider proposes to manage surface and subsurface drainage for the subdivision and the effect of such method on the adjacent areas.
  - (J) The plat shall indicate all parcels of land intended to be dedicated for public use or reserved by deed for the use of all of the property owners in the proposed subdivision, together with the purposes and conditions or limitations on such reservations, if any.
  - (K) The layout, names, grades and widths of proposed rights-of-way and easements within the subdivision shall be shown.
  - (L) The layout, dimensions and number of proposed lots and blocks shall be shown.
  - (M) The identification, location and elevation of the benchmark used to establish vertical control shall be shown.
  - (N) Topography.
    - (i) For slopes of less than five percent, the plat shall show spot elevations at all breaks in grade, along all drainage channels or swales, and at selected points not more than 100 feet apart in all directions.

- (ii) For slopes of five percent or more, the plat shall show contours with an interval of not more than five feet if the ground slope is regular and no special features require additional information for planning or construction purposes. If irregular slopes or special features are present, contours with an interval of not more than two feet shall be shown.
- (O) Any sensitive area, flood hazard area, landslide or avalanche hazard area, or portion thereof within the proposed subdivision shall be delineated and identified on the plat.
- (P) A vicinity map or key map shall be shown on the preliminary layout. The scale shall be adequate to clearly identify the location of the parcel and the map shall show the relative location of the proposed plat and major road system.
- (Q) For developments in areas where public or community water is not available, the plat shall include a statement that the subdivider will provide a community water system or that individual wells will be used. The proposed source and system must meet all applicable state requirements and must be capable of producing and delivering not less than 75 gallons per person, per day; population and development densities used for the purpose of determining system capacity shall be based on population and development densities which exist in similar areas. This subsection shall not apply to submittals for a subdivision designated as a remote subdivision pursuant to [section 49.70.1110](#)
- (R) In transition areas, a shadow plat shall be submitted in accordance with [section 49.70.710](#)
- (2) *Commission action.*
  - (A) The commission shall review the proposal and approve, conditionally approve or disapprove the plat, according to the conditional use permit process. Approval of the preliminary plat shall not constitute final acceptance of the subdivision.
  - (B) If on-site sewage disposal, on-site water, or community water is proposed, the commission may grant no more than conditional approval until it has reviewed and approved a report by a registered, qualified engineer or geologist which clearly supports the legal and physical availability of adequate soils or water, as applicable.
- (3) *Preliminary plat approval.*
  - (A) Notice of approval of the preliminary plat and of the completion of all applicable conditions shall constitute authorization for the subdivider to proceed with the preparation of the final plat and plans and specifications for the improvements required in this chapter and [chapter 49.35](#)
  - (B) Prior to the construction of any improvements required in this chapter and [chapter 49.35](#), or the submission of any bond or surety, the subdivider shall furnish to the department all plans and specifications necessary for the improvements. These plans shall be examined by the City and Borough engineer and shall be approved if determined to be in accordance with the engineering requirements of acceptable standards, as approved by the assembly.
  - (C) Expiration of a preliminary plat shall be according to [section 49.15.240](#). Approval of a final plat consisting of a portion of the preliminary plat will not extend the expiration date of the remaining lots.

#### **49.15.440 Final plat.**

After completion of all conditions and commission acceptance of the preliminary plat in accordance with conditional use permit procedures, the final plat shall be submitted for review and approval according to the following:

- (1) *Final plat submittal.* The final plat may constitute only that portion of the approved preliminary layout which the developer proposes to record and develop at the time of submittal, so long as such portion itself meets the requirements of this title without reference to possible future stages. The final plat shall be prepared by a professional land surveyor, registered in the state, shall be filed with the department and shall meet the survey, monumentation, and certification requirements established by the commission by regulation under [chapter 01.60](#)
- (2) *Approval procedure.*



- (A) After acceptance of an application and a final plat the director shall schedule the final plat for commission action.
  - (B) If commission action on the final plat is scheduled to occur more than 12 months after approval of the preliminary plat, public notice of impending commission action on the final plat may be required.
  - (C) The director shall make a recommendation to the commission. The recommendation shall include a description of the manner in which all conditions of the preliminary plat have been met.
- (3) *Commission action.* The commission shall approve the final plat if the plat substantially conforms to the approved preliminary plat and all applicable conditions have been satisfactorily completed.
- (4) *Notes, restrictions and covenants.* The commission may place such conditions upon granting of final plat approval as are necessary to preserve the public welfare in accordance with subdivision regulations. When such a condition of approval entails a restriction upon the use of all or part of the property being subdivided, a note specifying such restrictions shall be placed on the face of the plat. Such note shall constitute a restrictive covenant in favor of the municipality and the public, and shall run with the land, enforceable against all subsequent owners. Any such restrictive covenant may be enforced against the subdivider or any subsequent owner by the municipality by injunction or other appropriate action, in the same manner as a permit or permit condition, pursuant to CBJ [49.10.600](#)—660, or by any specifically affected member of the public.

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#### **49.15.460 Design.**

The following design standards shall apply to all subdivisions.

- (1) *Blocks.* Blocks, the length, width and shape of blocks shall be determined with due regard to building site conservation and the special needs of the type of use contemplated.
- (2) *Streets.* Proposed public street systems shall be designed in accordance with articles I and II of [chapter 49.35](#)
- (3) *Topography.* Consideration shall be given to design limitations imposed and opportunities presented by slopes, waterways and other topographic features. Scenic areas, sensitive areas and locations with important historical interest shall be taken into consideration during subdivision layout.
- (4) *Lots.*
  - (A) *Generally.*
    - (i) Subdivision lots shall meet the minimum dimensional standards established by [chapter 49.25](#), article IV, provided that in cases of difficult topography or other circumstances rendering compliance impracticable, the director may approve other configurations if the lot:
      - (a) Meets the minimum lot size requirement;
      - (b) As drawn, is capable of containing a rectangle having two sides equal in length to the minimum lot width requirement and two sides equal in length to the minimum lot depth requirement;
      - (c) Has direct and practical access to a street maintained by an agency of government; and
      - (d) Has at least one practical building location.
    - (ii) The shape, orientation and setback lines of lots shall be appropriate for the development proposed.
  - (B) *Side lot lines.* Side lot lines should be at angles to straight streets and radial to curved streets unless topographic conditions require otherwise.

- (C) *Double frontage lots.* Except for corner lots, double frontage lots should be avoided. When such lots are permitted by the commission, the plat shall indicate which abutting street is not approved for access.
  - (D) *Lot descriptions.*
    - (i) All lots shall be numbered consecutively. In the event of phased subdivisions, the earlier numbering system may be continued.
    - (ii) Bearing, distance and any curve data shall be shown for each lot line.
    - (iii) For resubdivisions or right-of-way vacations, the lines and identification of the previous lots may be shown by light dashed lines, figures, letters, or by a separate plat on the same sheet showing the prior location of lot lines.
- (5) *Rights-of-way.*
- (A) All lots shall have at least 30 feet of frontage on a dedicated right-of-way, except that a lot located within a subdivision designated as a remote subdivision pursuant to [section 49.70.1110](#) shall be exempt from this requirement, upon a finding by the director or planning commission, as appropriate, that:
    - (i) Sufficient and practical access is provided by at least 30 feet of frontage on a navigable waterbody; and
    - (ii) There is no reasonable probability in the foreseeable future that frontage on a dedicated right-of-way will be necessary for access to the lot.
  - (B) A new right-of-way dedicated as a part of a plat shall meet the requirements for rights-of-way set out in [chapter 49.35](#)
  - (C) Any previously platted right-of-way less than 50 feet in width shall be expanded to meet the minimum dimensions established by this title. The department may require additional right-of-way dedication if an existing right-of-way is 50 feet or more in width but less than the minimum required by [chapter 49.35](#)
  - (D) The department shall designate one right-of-way as principal access to the entire subdivision. Such access, if not already accepted for public maintenance, shall be improved to the applicable standards for public acceptance and maintenance.
  - (E) Conservation Lots. Lots created for the purpose of conservation within or adjacent to the Mendenhall Wetlands State Game Refuge are exempt from the provisions of this section, provided, however, that the following requirements shall be met:
    - (1) Conservation lots shall be located adjacent to, or within, the Mendenhall Wetlands State Game Refuge.
    - (2) Conservation lots shall be restricted from any building development through the use of conservation easements, deed restriction, or other instrument acceptable to the City Attorney assuring that building development will not occur.
    - (3) Restriction of building development on conservation lots shall be indicated on a plat note on any subdivision plat creating such lots.
    - (4) The minimum dimensional standards for minimum lot size, lot width, and lot depth at [section 49.25.400](#) shall not apply to conservation lots.
    - (5) No public utilities shall be provided to conservation lots created under this section.
    - (6) All conservation lot subdivisions shall be processed as minor subdivisions, regardless of the number of lots amended or created in the subdivision, provided that all lots created or modified in a single subdivision application must be contiguous to one another.







**ATTACHMENT D**



**ATTACHMENT D**





**ATTACHMENT D**







**ATTACHMENT D**



**ATTACHMENT D**





**ATTACHMENT D**



**ATTACHMENT D**





**ATTACHMENT D**



**ATTACHMENT D**





To: Community Development Department

For over 30 years I've owned and paid property taxes on the adjacent property to the proposed subdivision under the assumption my land value and property taxes were based on single family/duplex zoning, not low cost overcrowding.

I am against the proposed subdivision and re-zoning of this property located at 8287 Garnet Street.

Richard & Pamela Callahan  
8289 Garnet Street  
Juneau, Alaska 99801

**PROPOSAL:** A Major Subdivision creating 1 regular lot and 2 Bungalow lots on Garnet St. in the Northeast Mendenhall Valley.

File No:	SMP2014 0002	Applicant:	Shawn Kantola
To:	Adjacent Property Owners	Property PCN:	5-B24-0-134-011-0
Hearing Date:	April 8, 2014	Owner:	Shawn Kantola
Hearing Time:	7:00 PM	Size:	20,517 Square Feet
Place:	Assembly Chambers	Zoned:	D-5
	Municipal Building	Site Address:	8287 Garnet Street
	155 South Seward Street	Accessed Via:	Glacier Spur Road
	Juneau, Alaska 99801		

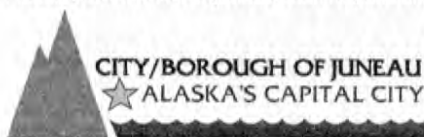
**PROPERTY OWNERS PLEASE NOTE:**

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 14 days prior to 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 Jonathan Lange at [jonathan\\_lange@ci.juneau.ak.us](mailto:jonathan_lange@ci.juneau.ak.us) or at 586-0218.*

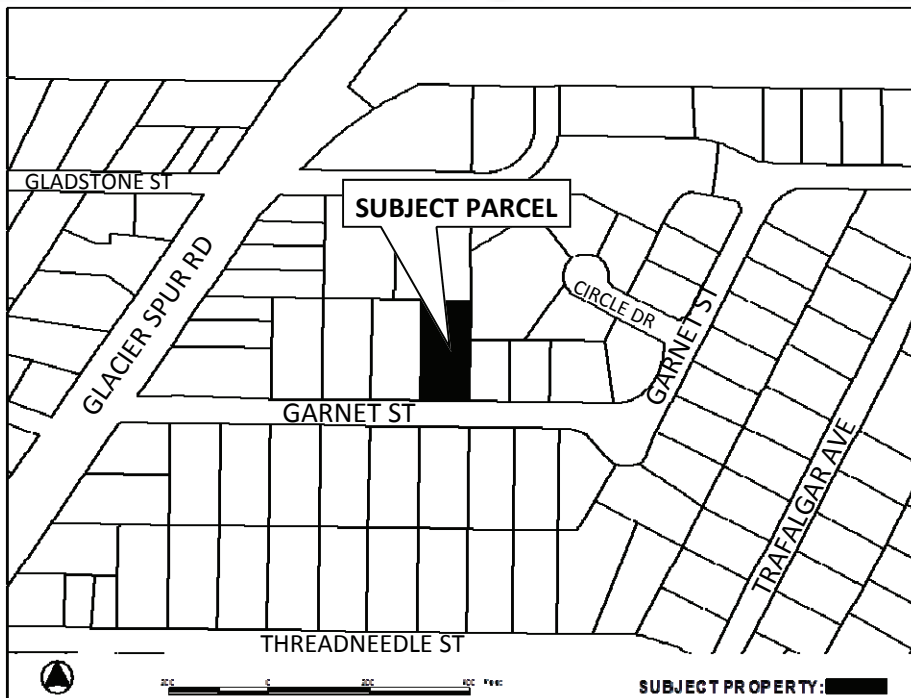
Planning Commission Agendas, Staff Reports and Meeting Results can be viewed at [www.juneau.org/plancomm](http://www.juneau.org/plancomm).

*Date notice was printed: March 7, 2014*





# NOTICE OF PUBLIC HEARING



**City & Borough of Juneau**  
Community Development Department  
155 S Seward Street • Juneau, Alaska 99801

**SHIP TO:**



**PROPOSAL:** A Major Subdivision creating 1 regular lot and 2 Bungalow lots on Garnet St. in the Northeast Mendenhall Valley.

<b>File No:</b>	<b>SMP2014 0002</b>	<b>Applicant:</b>	<b>Shawn Kantola</b>
<b>To:</b>	<b>Adjacent Property Owners</b>	<b>Property PCN:</b>	<b>5-B24-0-134-011-0</b>
<b>Hearing Date:</b>	<b>April 8, 2014</b>	<b>Owner:</b>	<b>Shawn Kantola</b>
<b>Hearing Time:</b>	<b>7:00 PM</b>	<b>Size:</b>	<b>20,517 Square Feet</b>
<b>Place:</b>	<b>Assembly Chambers</b>	<b>Zoned:</b>	<b>D-5</b>
	<b>Municipal Building</b>	<b>Site Address:</b>	<b>8287 Garnet Street</b>
	<b>155 South Seward Street</b>	<b>Accessed Via:</b>	<b>Glacier Spur Road</b>
	<b>Juneau, Alaska 99801</b>		

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# ATTACHMENT F

*Date notice was printed: March 7, 2014*