MEMORANDUM

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

ALASKA'S CAPITAL CITY

DATE:	April 10, 2014
TO:	Planning Commission
FROM:	Sarah Bronstein, Planner Sach Serti
	Community Development Department
FILE NO.:	AAP2014 0003
PROPOSAL:	Extension of AAP2012 0006, a Conditional Use Permit for an accessory apartment on a substandard sized lot not served by city sewer.
GENERAL INFORMATION	

Applicant:	NorthWind Architects			
Property Owner:	Steven & Colleen Torrence			
Property Address:	3180 Indian Cove Road			
Legal Description:	Lot 10 Indian Cove			
Parcel Code Number:	4-B31-0-101-011-0			
Site Size:	9,969 Square Feet			
Comprehensive Plan Future Land Use Designation:	Rural Low Density Residential (RLDR)			
Zoning:	D-3			
Utilities:	City water, on-site waste water treatment system			
Access:	Indian Cove Drive			
Existing Land Use:	Single family dwelling with unpermitted accessory apartment			
Surrounding Land Use:	North – D3(T)D5 South - D3(T)D5 East - Indian Cove West - D3(T)D5			

Planning Commission File No.: USE20110002 March 2, 2011 Page 2 of 5

Vicinity Map



ATTACHMENTS

Attachment A – Conditional Use Permit Extension Application Attachment B – Abutter's Notice Attachment C – AAP2012 0006 Notice of Decision Attachment D – AAP2012 0006 Staff Report Planning Commission File No.: USE20110002 March 2, 2011 Page 3 of 5

CBJ 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.

PROJECT DESCRIPTION

The applicant has applied for an 18 month extension of an approved Conditional Use Permit for an accessory apartment at 3180 Indian Cove Drive. The residence has an existing illegal accessory apartment that was constructed without a conditional use permit and exceeds the maximum size allowed in Title 49 by CBJ 49.25.510(d)(2). The applicant intends to apply for a building permit to modify the apartment to meet CBJ standards.

BACKGROUND

On October 23rd, 2012, the Planning Commission approved a Conditional Use Permit for an accessory apartment on the lot in question (see Attachment B). The lot, located at 3180 Indian Cove Drive, is of a substandard size and is not served by city sewer. Both of these situations necessitate a conditional use permit for an accessory apartment (see Attachment D, Background).

According to Title 49, which states at CBJ 49.15.240, Conditional Use permits expire 18 months after the effective date, if "no associates building permit, right of way permit or similar permit for construction has been issued and substantial progress pursuant thereto made…" In the time since AAP2012 0006 was approved, the applicants have undergone permitted interior remodels that expanded in scope and cost beyond what they anticipated. They have not yet submitted a building permit to the CBJ for construction of the apartment. They still intend to complete the apartment as proposed in the original application (see Attachment D), but they needed additional time to recover from the cost and impact of the initial interior construction. The applicant is hereby asking the Commission for approval of one 18 month extension to the original permit. They state in their extension application that the accessory apartment will be done as part of a different building permit (see Attachment A).

ANALYSIS

Although the applicant has completed significant work on the house since the approval of AAP2012 0006, the site remains the same. The floor plan for the proposed accessory apartment has not changed. No conditions were imposed on the project when it was approved in 2012. Staff review did not reveal any new or additional elements on the site that would warrant further consideration by the commission. To view the original analysis, see Attachment D, Analysis.

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The proposed project was found to be consistent with adopted plans and policies when it was approved in 2012. There have been no changes to either the proposal or the adopted policies in the 18 month time frame since approval that would make this proposal inconsistent with CBJ plans.

CBJ §49.15.250 establishes the requirements for Development Permit Extensions, and is discussed below:

• An application to extend a development permit must be submitted as least 30-days before the initial permit's expiration date.

The application for this permit extension, AAP2012 0006, was received March 24th 2014, thirty days prior to the initial permit's expiration date.

• The burden of proof for justification of a development permit extension rests with the applicant.

The applicant has explained that interior work in preparation for the construction of the accessory apartment proved to be more costly and time consuming that they expected. The existing house had to undergo significant structural work in preparation for the construction of the apartment on the second floor. Despite the unexpected extra work, the floor plan for the apartment has not changed.

• A maximum of two 18 month extensions are allowed.

This is the first extension requested for this permit. If this extension is granted, the applicant will be eligible for one more 18 month extension.

• At least ten days prior to the hearing, notice of the extension request must be mailed to adjacent property owners. At least two days prior to the hearing, a general notice shall be printed in the newspaper of general circulation in the municipality.

Public notice of this project was provided in the April 11th, 2014 and April 21st, 2014 issue 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.

• Conditions contained in the permit cannot be changed.

No requests to modify the project have been made, and no conditions were imposed on the project when it was first approved.

Planning Commission File No.: AAP2014 0003 April 10, 2014 Page 5 of 5

FINDINGS

Per CBJ §49.15.250, Development Permit Extension, the director makes the following findings on the criteria for granting the requested conditional use permit extension:

1. Was the application for the requested development permit extension complete and received on time?

Yes. The application contains the information necessary to complete a full review of the proposed permit extension. Further, the appropriate fees were submitted with the application. The requested allowable use permit extension was received 32 days prior to the initial permit's expiration date.

2. Has the applicant submitted justification for the permit extension?

Yes. The applicant has explained in the application that an unexpected, extensive structural remodel beyond what was expected was needed to prepare the house for the addition of the upstairs apartment. This work took more time that was originally planned.

3. Is the extension within the allowable number of permit extensions?

Yes. CBJ §49.15.250 allows no more than two 18 month extensions. This is the first permit extension application for AAP20120006.

4. Have notices of the extension request been mailed to adjacent property owners at least ten days prior to the hearing and has a general notice been printed in a newspaper of general circulation at least two days prior to the hearing?

Yes. Notices were mailed to property owners within 500 feet of the proposed development on April 8th, fourteen days prior to the hearing.

5. Have conditions on the permit been changed?

No. There are no conditions on the project.

RECOMMENDATION

Staff recommends that the Planning Commission adopt the analysis and findings of this report and grant the requested 18 month extension of the applicant's Conditional Use permit for an accessory apartment on a substandard sized lot not served by city sewer.

ALLOWABLE/CONDITIONAL USE PERMIT APPLICATION

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NOTE: MUST BE ACCOMPANIED BY DEVELOPMENT PERMIT APPLICATION FORM

Revised December 2009 - I:\FORMS\2010 Applications

Page 1 of 2

DEVELOPMENT PERMIT APPLICATION

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NOTE: DEVELOPMENT PERMIT APPLICATION FORMS MUST ACCOMPANY ALL OTHER COMMUNITY DEVELOPMENT DEPARTMENT APPLICATIONS INFORMS/2010 Applications Revised November 2009 Steven M. and Colleen M. Torrence 3180 Indian Cove Drive Juneau, Alaska 99801 907 789-9205

City/Borough of Juneau Planning Commission 155 South Seward St. Juneau, Alaska 99801-1397

AAP20140003

RECEIVED MÁR 2 4 2014 PERMIT GENTER/CDD

Greetings,

We are requesting an extension of a Conditional Use Permit, granted 23 October 2012 that is set to expire on 23 April 2014.

A Conditional Use Permit for an accessory apartment on a substandard lot with an on-site wastewater treatment system.

Legal Description:	Lot 10 Indian Cove
Property Address:	3180 Indian Cove Drive
Parcel Code No.:	4-B31-0-101-011-0
CBJ File No.:	AAP2012006

From July 2013 through December 2013, Building Pros, Inc., owned by Dan Miller, did extensive permitted construction to the home. Major external renovations were done to improve structure, energy efficiency, esthetics, ingress and egress issues as well as electrical and lighting work. Much of the work involved demolition and replacement of previous, likely unpermitted construction, replacing poorly built and unsafe decking and elevated walkways. After work commenced, there were discoveries that prolonged the project and necessitated engineering and structural work beyond what was originally expected, which of course increased the costs. For example, the front of the house was found to be lacking any kind of sheer stability and necessitated structural tie-in and reframing.

Much of this first phase of work was preparatory and lead-in for construction of the apartment addition, to be done under separate permitting. At cessation of work in December, our costs were \$180,000.00. We were at a good stopping point until we are able to regroup, refund and proceed with the next phase, which will include the apartment addition as well as internal work on the existing structure. We are committed to continue to the next phase in as timely a manner as is possible for us so we respectfully request an extension on our conditional use permit.

Sincerely, Steve, and Colleen Torrence

At M. to Javen

Attachment A

NOTICE OF PUBLIC HEARING



PROPOSAL: Extension of AAP2012 0006, a Conditional Use Permit for an accessory apartment on a substandard sized lot not served by city sewer.

File No:	AAP2014 0003	Applicant:	NorthWind Architects
То:	Adjacent Property Owners	Property PCN:	4-B31-0-101-011-0
Hearing Date:	April 22, 2014	Owner:	Steve & Colleen Torrence
Hearing Time:	7:00 PM	Size:	9,969 Square Feet
Place:	Assembly Chambers	Zoned:	D-3
	Municipal Building	Site Address:	3180 Indian Cove Drive
	155 South Seward Street	Accessed Via:	Indian Cove Drive
	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: Sarah Bronstein at sarah_bronstein@ci.juneau.ak.us or at 586-0466.

Planning Commission Agendas, Staff Reports and Meeting Results can be viewed at

www.juneau.org/plancomm.

CITY/BOROUGH OF JUNEAU

ALASKÁS CAPITAL CITY

PLANNING COMMISSION NOTICE OF DECISION Date: October 23, 2012 File No.: AAP2012 0006

James Bibb / Northwind Architects 126 Seward Street Juneau, AK 99801

Application For:	A Conditional Use Permit for an accessory apartment on a substandard lot with an on-site waste water treatment system.
Legal Description:	Lot 10 Indian Cove
Property Address:	3180 Indian Cove Drive
Parcel Code No .:	4-B31-0-101-011-0
Hearing Date:	October 23, 2012

The Planning Commission, at its regular public meeting, adopted the analysis and findings listed in the attached memorandum dated October 16, 2012, and approved the accessory apartment to be conducted as described in the project description and project drawings submitted with the application.

Attachments: October 16, 2012, memorandum from Eric Feldt, Community Development, to the CBJ Planning Commission regarding AAP2012 0006.

This Notice of Decision does not authorize construction activity. Prior to starting any project, it is the applicant's responsibility to obtain the required building permits.

This Notice of Decision constitutes a final decision of the CBJ Planning Commission. Appeals must be brought to the CBJ Assembly in accordance with CBJ §01.50.030. Appeals must be filed by 4:30 P.M. on the day twenty days from the date the decision is filed with the City Clerk, pursuant to CBJ §01.50.030 (c). Any action by the applicant in reliance on the decision of the Planning Commission shall be at the risk that the decision may be reversed on appeal (CBJ §49.20.120).

Effective Date: The permit is effective upon approval by the Commission, October 23, 2012

Expiration Date: The permit will expire 18 months after the effective date, or April 23, 2014, if no Building Permit has been issued and substantial construction progress has not been made in accordance with the plans for which the development permit was authorized. Application for permit extension must be submitted thirty days prior to the expiration date.

Attachment C

155 So. Seward Street, Juneau, Alaska 99801-1397 🗕

James Bibb File No.: AAP2012 0006 October 24, 2012 Page 2 of 2

Incu Eric Felot, Planner

Compunity Development Department

With City Cle

forgile satio Michael Satre, Chair

Planning Commission

Date

cc: Plan Review

Project Planner:

Steven & Colleen Torrence

NOTE: The Americans with Disabilities Act (ADA) is a federal civil rights law that may affect this development project. ADA regulations have access requirements above and beyond CBJ-adopted regulations. Owners and designers are responsible for compliance with ADA. Contact an ADA - trained architect or other ADA trained personnel with questions about the ADA: Department of Justice (202) 272-5434, or fax (202) 272-5447, NW Disability Business Technical Center (800) 949-4232, or fax (360) 438-3208.

MEMORANDUM

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

	155 South Seward Street, Juneau, Alaska 99001
DATE:	October 16, 2012
TO:	Planning Commission
FROM:	Eric Feldt, Planner
FILE NO.:	AAP2012 0006
PROPOSAL:	A Conditional Use Permit for an accessory apartment on a substandard lot with on-site sewer.
GENERAL INFORMATION	
Applicant:	James Bibb/ Northwind Architects
Property Owner:	Steven & Colleen Torrence
Property Address:	3180 Indian Cove Drive
Legal Description:	Lot 10 Indian Cove
Parcel Code Number:	4-B31-0-101-011-0
Site Size:	9,969 square feet (.22 acres)
Comprehensive Plan Future Land Use Designation:	Rural/ Low Density Residential (RLDR)
Zoning:	D-3
Utilities:	City Water; On-site Waste Water Treatment System
Access:	Indian Cove Drive
Existing Land Use:	Single-Family Dwelling
Surrounding Land Use:	 North - D-3(T)D-5; Single-Family Dwelling w/Apt.; Indian Cove Drive South - Indian Cove Tidelands East - D-3(T)D-5; Single-Family Dwelling; Indian Cove Drive West - D-3(T)D-5; Single-Family Dwelling; Indian Cove Drive
	Attachment D

ATTACHMENTS

Attachment	А	Vicinity Map
Attachment	В	Applicant's Narrative
Attachment	С	Applicant's Site/ Floor Plans
Attachment	D	DEC Letter for On-site Sewer

PROJECT DESCRIPTION

The applicant requests a Conditional Use permit to construct an Accessory Apartment attached to an existing house along Indian Cove Drive. Vicinity map is provided under Attachment A. According to section CBJ 949.25.510 (d)(2)(G) of the Land Use Code, an approved Conditional Use permit is required for an accessory apartment if the site is either substandard lot size or has an on-site private sewer system. Both of these elements exist and have resulted in the filing of the subject permit. Figure 1 below shows an aerial image of the neighborhood and subject property.



Figure 1. The proposed accessory apartment would be located on the parcel labeled 'Subject Parcel' along Indian Cove Drive. Property lines are shown in white.

Planning Commission File No.: AAP2012 0006 October 16, 2012 Page 3 of 7

BACKGROUND

The neighborhood was platted in 1962 under a past zoning district with the subject property having 9,969 square feet of area. Today, this property is located in a D-3 district which requires a minimum of 13,000 square feet. Therefore, the property's lot size has become substandard.

City sewer currently ends approximately 2 miles away and does not reach the subject neighborhood. All residences in the neighborhood, including the subject property, utilize on-site waste water treatment systems or marine out falls to manage effluent. The City does not have any near-future plans to extend sewer to this neighborhood.

According to section CBJ §49.25.510(d)(2) of the Land Use Code, Accessory Apartments are restricted to one bedroom or efficiency up to 600 square feet of net floor area. These restrictions limit the intensity and use of the apartment and allow their inclusion in neighborhoods without causing adverse impacts to existing residences.

ANALYSIS

Project Site

The property is located along Indian Cove, just west of the Alaska State Ferry Terminal, as seen in Figure 1. A single-family dwelling with an attached 2-car carport exists on the site. Access to the site is along Indian Cove Road from Otter Way, which connects to Glacier Highway. Figure 1 shows an aerial image of the property.

The neighborhood is developed primarily with single-family dwellings. As stated earlier, the neighborhood was platted in 1962 under a different zoning district. Many properties along the waterfront are of similar size or smaller than the subject parcel, as depicted in Figure 1.

Project Design

The accessory apartment will be created by adding an apartment to the second floor area. This entire floor will be dedicated to the apartment, while the ground and lower floor areas will be used as the main dwelling with three bedrooms and two-and-half bathrooms. Floor plans of the house are provided under Attachment C.

Access to the apartment is provided from an interior staircase near the common entry on the ground floor. The apartment is designed at 589 square feet in size with a single bedroom, one bathroom, and living, dining and cooking areas, as shown in Attachment C. The proposal meets the accessory apartment size and bedroom limits of CBJ 949.25.510(d)(2).

Planning Commission File No.: AAP2012 0006 October 16, 2012 Page 4 of 7

Traffic

As seen in the vicinity map, the neighborhood along Indian Cove Road and National Park Road is relatively small and results in low traffic volume. As stated earlier, the neighborhood is primarily developed with single-family dwellings. Due to the Land Use Code restrictions of accessory apartments, traffic volume increase will be minimal to none.

The CBJ Streets and Fleet Divisions indicated they had no objections to the proposal.

Parking and Circulation

The existing single-family dwelling was built with a two-car carport. The carport will be converted into a garage, subsequent to the apartment addition, and will continue to accommodate two vehicles. The garage is shown on Attachment C.

The accessory apartment requires one parking space. As shown in Attachment C, there is adequate space in front of the garage to meet the parking requirement of the apartment.

Noise

As stated earlier, the neighborhood is small and primarily developed with single-family dwellings that result in low noise levels. Allowing a new single-bedroom dwelling unit within an existing residence will not increase existing noise levels in the neighborhood.

Public Health or Safety

The addition of a single-bedroom apartment attached to an existing dwelling will not result in increased risk to the public health or safety. The City Fire Marshal, Dan Jager, did not have any issues with the proposal.

Attachment D provides a letter indicating that the existing on-site sewer treatment system has been approved by the Alaska Department of Environmental Conservation (DEC) for a four bedroom house. Overall, there will be a total of four bedrooms with the accessory apartment. Therefore, the on-site sewer treatment system will be adequate.

Habitat

Developing the accessory apartment will not impact any habitat regulated by the Land Use Code.

Property Value or Neighborhood Harmony

The addition of a single-bedroom apartment attached to an existing dwelling will cause little to no increase in the existing traffic volume or noise levels, nor exceed the capacity of the treatment system, or cause other deleterious impacts to the neighborhood that could negatively affect property value or neighborhood harmony.

Having the proposed apartment designed within the existing single-family dwelling will help the addition blend with neighboring residences.

Planning Commission File No.: AAP2012 0006 October 16, 2012 Page 5 of 7

Staff determines that the property value and neighborhood harmony will be preserved with the approval of the accessory apartment.

Conformity with Adopted Plans

According to the 2008 Comprehensive Plan of the City & Borough of Juneau, the property is located in a Rural / Low Density Residential (RLDR) Land Use category. This category is defined as residential land consisting of 1-3 units per acre based on having city utilities such as water and sewer. As stated earlier, the property contains a single family dwelling. Adding an accessory apartment onto the dwelling which can both be served by the existing on-site waste water treatment service will be consistent with the RLDR Land Use category.

Further, the 2008 Comprehensive Plan indicates a need for more affordable housing. The policies below are germane to the 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 4.2. It is the policy of the CBJ 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 accessory apartment will provide additional housing options. This could have a ripple effect that frees up other housing stock which could open more affordable housing opportunities. Therefore, the proposal is consistent with the above 2008 Comprehensive Plan policies.

The proposal meets the yard setbacks, parking requirement, and size and bedroom restrictions of the Land Use Code.

Overall, the proposal meets and is consistent with adopted plans and applicable Land Use Codes.

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

Planning Commission File No.: AAP2012 0006 October 16, 2012 Page 6 of 7

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-3 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 October 12, 2012 and October 22, 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. 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 indicated earlier, the City Streets and Fleets Division and Fire Department did not express any concerns with the proposal. Further, the existing on-site waste water treatment system is adequate to meet the needs of the proposed accessory apartment.

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

Planning Commission File No.: AAP2012 0006 October 16, 2012 Page 7 of 7

No. As stated above, with the restricted size and one bedroom allowed in an accessory apartment, staff finds that there will be little to no increase in noise and traffic levels. Further, with the proposed apartment being designed within the existing dwelling, the building will not look intrusive.

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

Yes. As indicated earlier, the proposal meets all yard setbacks, parking requirement, and size and bedroom restrictions of the Land Use Code. Further, adding more housing options may create and free up other existing housing that could result in more affordable residences. This is consistent with the 2008 Comprehensive Plan policies. The resulting density of the property and safe sanitary system will allow the proposal to be consistent with the land use category of the Plan as well.

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?

Not Applicable. There are no elements of the development that are germane to Juneau Coastal Management Program review.

RECOMMENDATION

It is recommended that the Planning Commission adopt the Director's analysis and findings and grant the requested 589 square foot Accessory Apartment permit.

ACCESSORY APARTMENT APPLICATION

Project Number	Project Name (15 characters)	Cas	e Number	Date Received
		AA	P 20120606	9124/12
DESCRIBE THE ACC	ESSORY APARTMENT:			1 1 2 1
See attached		······································		
				
				allanda anna an
TYPE OF ACCESSOR	Y APARTMENT			
	ithin a Single-Family Dwelling		th a Detached Garage	
「「「」「」「」「」「」「」」「」」「」」「」」「」」「」」「」」」「」」」	it Common-Wall Dwelling	<u> </u>	-	
	a common wan Dwenny	Not Amilated V	vith Another Structure (S	tand alone)
AREA OF APARTMEN				
Total Area <u>Sの象</u> s	•			
(Maximum of 600 square feet a rooms, and interior stainways are	allowed. Areas common to more e not be included in the computation	than one dwelling uni on of net floor area.)	t including entry ways, fur	nace rooms, laundry
PARKING	n and a second			
Existing Spaces	Pr	posed Total Spaces		
(Parking dimensions must be a r	ninimum of 8.5' X 17', and each p	arking space must be c	frawn to scale on the site p	plan.)
SITE INFORMATION				
ZONING DISTRICT	<u>D-3</u>		UTILITIES AVAILABL	E
MINIMUM LOT SIZE (§49.2	, , , , , , , , , , , , , , , , , , , ,	WATER	R: 🛛 Public	On Site
ACTUAL LOT SIZE****	969	SEWER		On Site****
****Applicants please note that	, t if the parcel utilizes an on site ry Apartment must be reviewed	septic system OR th	e Actual Lot Size is less	than the Minimum
			inal Use Permitting Proce	PSS.
Permitting Process:	Departmental Review	Plan	ning Commission Approva	1
Fees (Departmental Approval) Fees	Check No.	Receipt No Da	ite
Application Fees	See Building Permit			
Fees (Conditional Use Permit)			
Application Fee	\$50.00			
Public Notice Sign Fee	\$ 50.00			
Public Notice Sign Deposit	\$100.00 *			
Total	\$ 500,00	225270 0	10051 9/21	1/12
For more information regarding the reverse side.	g the permitting process and the	ne submittals require	d for a complete applic	ation, please see

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

	DEVELOPMENT PERMIT APPLICATION 9/24/12
Project	Number CITY and BOROUGH of JUNEAU
Project (City Stat	Name Ito Assign Namej
	Project Description A Conditional Use Parmit for an accession upt on a substandard lot with on-site server.
FORMATION	PROPERTY LOCATION Street Address 3180 Indian Cove Dr. Legal Description(s) of Parcel(s) (Subdivision, Survey, Block, Tract, Lot) Indian Cove L 10 Assessor's Parcel Number(s) (A B D D D D D D D D D D D D D D D D D D
INFOR	4B310101010 LANDOWNER/LESSEE Property Owner's Name Steven + Colleen Torrence Colleen 907-789-9212- Mailing Address 3180 Indian Cove Dr. Juneau, 97801 907-789-9205 907-523-7753 E-mail Address Other Contact Phone Number(s): Ctorvence Ogci.net; Smtdvm@hotmail.com 907-209-9203 cell
LICANT	LANDOWNER/LESSEE CONSENT ***Regulared for Planning Permits, not needed on Building/ Engineering Permits**** I am (we are) the ordiner(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
CT / APP	X
PROJE	Applicant's Name Applicant's Name Mailing Address B. 125/Northund Arch. tech Mailing Address B. 125/Northund Arch. tech Mome Phone: SBC GISO EXT 4 Fax Number: SBC GISO EXT 4 Fax Number: SBC GISO Fax Number: SBC Fax Number:
	x 9-20-12.
	Applicant's Signature Date of Application OFFICE USE ONLY BELOW THIS LINE
VALS	Permit Type son Date Received Application Number(s) Building/Grading Permit son Date Received Application Number(s) City/State Project Review and City Land Action
AFF APPROVAL	(If more than one, fill in all applicable permit #'s) Subdivision (Minor, Major, PUD, St. Vacation, St. Name Change) 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
SТ	Other (Describe)
	Comments:

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

NOTICE OF PUBLIC HEARING



PROPOSAL: A Conditional Use Permit for an accessory apartment on a lot having substandard lot size and an on-site sewer treatment system.

FILE NO:	AAP2012 0006	APPLICANT:	NORTHWIND ARCHITECTS
то:	Adjacent Property Owners	Property PCN:	4-B31-0-101-011-0
HEARING DATE	: Oct 23, 2012	Size:	9,969 sqft
HEARING TIME:	7:00 PM	Zoned:	D3
PLACE:	ASSEMBLY CHAMBERS	Owner(s):	STEVEN & COLLEEN TORRENCE
	Municipal Building 155 South Seward St	Site Address:	3180 INDIAN COVE DR
	Juneau, Alaska 99801	Accessed via:	INDIAN COVE DR

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 Eric Feldt at eric_feldt@ci.juneau.ak.us or at 586-0764.

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



INDIAN COVE RD VICINITY

0 115 230 460 Feet

-THIS IS NOT A SURVEY-Property lines are approximate



N

ATTACHMENT A

RECEIVED SEP 2 1 2012 PERMIT CENTER/CDD



September 21, 2012

City and Borough of Juneau Community Development Department 230 South Franklin Street Juneau, Alaska 99801

Re: 3180 Indian Cove--PAC2012 0022 - Torrence Residence Conditional Use Review

Dear Staff:

Enclosed is an application requesting (2) Conditional Use Permit considerations for the Steve and Colleen Torrence Residence, 3180 Indian Cove Drive, Juneau, Alaska.

Project Description:

Lot Size: 9,902 sf Zone: D-3 Parking Spaces support: (4)

Our lot size is 9,902 sf and is below the minimum 12,000 sf lot size requirement necessary for an Accessory Apartment. Our apartment replaces a current apartment that exceeds the maximum allowable area of 600 sf.

1. Our residence is not connected to city sewer. Our proposed renovation work has a DEC approved on-site septic system installed in May 2011 and is able to meet capacity requirements for the current number of bedrooms including the accessory apartment.

Planning Commission Approval Required:

We request a Conditional Use Permit for the development of a 600 sf apartment on the second floor of a single-family dwelling:

- a. An accessory apartment with an allowance for a substandard lot size taking into account existing difficult circumstances under CBJ 49.20.250.
- b. An accessory apartment for a lot not served by public sewer in accordance to CBJ code 49.25.510(d)(2)(G)(ii).

Pre-Existing Conditions:

We request a reduction of front yard setback from the 25' to 17.35' taking into account an average of the existing adjacent development using the exception CBJ

Sean M Boily AIA Principal Architect

Evelyn F Rousso AIA LEED Principal Architect

Principal Architect James Bibb AIA

Gerald R Gotschall AIA

Principal Architect

David Hurley AIA Principal Architect

126 Seward Street Juneau, AK 99801

p.907.586.6150 f.907.586.6181

ATTACHMENT B

Title 49.25.430 (4)(K).

NørthWind

Architects, LLC

Adjacent Property Owners Setbacks are following:



14.562' for 3180 Indian Cove Drive

- 12.5' for 3182 Indian Cove Drive and
- 25' for 3178 Indian Cove Drive

Background

The lot supports an existing single-family dwelling with accessory apartment which was recently acquired by the owner. This accessory apartment has been in existence in the neighborhood a minimum of ten years. In the pursuit of a building permit and subsequent discussion with CBJ Community Development staff, the current dwelling was found to be non-compliant in the allowance of an accessory apartment, unbeknownst to the current owners. At the time of purchase as the current owners understood the property to be in compliance as an understanding of the contract.

The proposed accessory apartment is desired as an expected fiscal asset to the current owners financial obligations. Understanding the legal requirement to bring the current property into compliance to support their planned renovation, the owner proposes meeting the CBJ code requirements as condition of their proposed renovation work. The apartment is proposed to be brought into compliance and approved. A specific improvement as a result of this renovation effort will be to reduce the existing size of the accessory apartment from approximately 1,102 sf. to 598 sf.

Thank you,

James Bibb

126 Seward Street Juneau, AK 99801

p.907.586.6150 f.907.586.6181







ATTACHMENT C

Juneau, Alaska 9/20/12





PLOT DAT







NWA-1242 TORRENCE RESIDENCE ADDITION 3180 INDIAN COVE ROAD JUNEAU, AK 99801



Juneau, Alaska 9/20/12 PLOT DATE



RECEIVED

SEP 2 0 2012

PERMIT CENTER/CDD



2ND FLOOR SHOWING EXISTING AREA

SCALE: 1/8" = 1'-0"



NWA-1242 TORRENCE RESIDENCE ADDITION 3180 INDIAN COVE ROAD JUNEAU, AK 99801



SECOND FLOOR

Juneau, Alaska 10/2/12

PLOT DAT







NWA-1242 TORRENCE RESIDENCE ADDITION 3180 INDIAN COVE ROAD JUNEAU, AK 99801





UPPER FLOOR PLAN

Juneau, Alaska 9/20/12



A06







NWA-1242 TORRENCE RESIDENCE ADDITION 3180 INDIAN COVE ROAD JUNEAU, AK 99801



LOWER FLOOR PLAN

PLOT DATE:

A07

Juneau, Alaska 9/20/12





Department of Environmental Conservation

DIVISION OF WATER Wastewater Discharge Permit Program

> 410 Willoughby Avenue, Suite 303 Juneau, Alaska 99811-1800 Main: 907.465.5306 Fax: 907.465.5274 www.dec.alaska.gov/water

August 9, 2012

Kevin Puustinen, P.E. R&M Engineering, Inc., 6205 Glacier Hwy Juneau, AK 99801

Re: Final Approval to Operate – Onsite Treatment System with Biofilters: USS 1370, Lot 10, Juneau, Alaska. ADEC Plan Tracking Number 8767.

Dear Mr. Puustinen:

The Department has reviewed the Certification of Construction form and as-built information submitted for the referenced project. The system consists of a two-compartment, 1300 gallon septic tank, pump/dosing tank, and four Puraflow Biofilter modules placed in parallel for secondary treatment and disposal, as per the latest design plans submitted to ADEC. The system serves a four (4) bedroom house and has a maximum load capacity of 600 GPD.

In accordance with 18 AAC 72.240(b), final approval to operate is hereby issued. The completed construction and operation certificates are attached.

Proper operation and regular maintenance of your treatment system is important. Homeowners are encouraged to read and follow the operation and maintenance manual for your specific treatment system. We also suggest filing maintenance records and approval letters with other property documents.

Please call mc at (907) 465-5306 if you have comments or questions.

Sincerely,

Jess Parks Environmental Program Specialist I

ATTACHMENT D



STATE OF ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION CONSTRUCTION AND OPERATION CERTIFICATE FOR DOMESTIC WASTEWATER DISPOSAL SYSTEMS

A APPROVA	L TO CONSTRUCT		ADEC PTN#:	8767
	e construction or modification of the follo	nuine demostie westerveter dimosel mu		
		ng tank, and four Puraflow Biofilter		
located at	USS 1370, Lot 10	ng tank, and tour ruranow blomter		
				, Alaska,
submitted in	n accordance with 18 AAC 72.210 by	Kevin Puustinen, P.E.	have been reviewed and are	
Г	approved.			•
A	conditionally approved (see attached	conditions).		
Jou	Man	Environmental Engineer Associate		9/13/2011
	Joran Freeman on has not started within two years of the for review and approval before construct			te s must
. APPROVEI	CHANGE ORDERS			
Change (con	tract order number or descriptive referen	ce) Approved by:	Date:	
			· · · · · · · · · · · · · · · · · · ·	
	L TO OPERATE	ompleted and signed by the Department	t before this system is made av	ailahle
for use.		,		
The construc	tion of the	domestic wastewater d	isposal system was completed	
on	(date). The system is hereby g	ranted interim approval to operate for S	0 days following the completi	on date.
		Environmental Engineer Ass	ociate	
ВҮ	Joran Freeman	TITLE	DA'	
wastewater d	rd drawings, submitted to the Departmen isposal system was constructed in substa	it, or an inspection by the Department, hat is a set of the set of	as confirmed that the domestic ans. The system is hereby gr	e anted
	al to operate.	EPS I		
\square	DAM	EPS I Environmental Engineer Ass	ociate 8	19/12
BY	Joran Freeman Jess Parks	TITLE	DÁ	re í
		Distribution:	1. Retain original 2. Make copies fi	



State of Alaska Department of Environmental Conservation



Certification of Construction for Domestic Wastewater Systems

Instructions:

- 1. Within 90 days after the construction, installation, or modification of a project is completed, the owner, the contractor(s) responsible for constructing the project, and a registered engineer responsible for construction inspection, complete and sign this form declaring that the project was constructed in accordance with the most recent Department-approved plans, or in accordance with the attached as-built drawings.
- 2. If a project is being completed in phased construction, a map shall be attached showing that portion of the project being declared completed on the date stated in the Owner's section. Completion of each phase of a project must be declared completed. Additional Certification of Construction forms are available from any Department of Environmental Conservation Office.

Please type or print, except for signature

Section A-Owner's Section

Name and brief description of the project: Onsite Treatment system w/								
Biofilters: USS 13					<u> </u>			
Name of Owner: <u>Steve</u> Address: <u>3180 Indian</u>								
Address: 3180 Indian	Love Drive	Juneall	, AK	99801				
Date Project Completed:	/	City	'State	Zip	<u></u>			

I certify that I am the owner of the above-referenced project. I further certify that this project was constructed in accordance with the latest plans submitted to and approved by the Alaska Department of Environmental Conservation (ADEC), or in accordance with the attached as-built drawings. I understand that I may be required to take remedial measures to correct any construction which was completed without prior ADEC approval, which departs from the approved plans, and which is found to be inconsistent with the applicable requirements of ADEC Wastewater disposal regulations (18 AAC

07 August 2012

Signature of owner (please sign in ink)

Date

Page 1 of 2

Section B - Contractor's Section

I certify that I (or an individual under my direct supervision) have conducted an inspection of the project referenced in Section A, or portions of the project which I had the responsibility for constructing, and that, to the best of my knowledge and information, the project, or those portions, was or were constructed in accordance with the latest plans submitted to and approved by the Alaska Department of Environmental Conservation, or in accordance with the attached as-built drawings.

Printed Name of Contractor Signature (sign in ink) Date

For multiple contractors, if applicable

Printed Name of Contractor	Signature (sign in ink)	Date	
Printed Name of Contractor	Signature (sign in ink)	Date	
Printed Name of Contractor	Signature (sign in ink)	Date	

Section C - Engineer's Section

I certify that I (or an individual under my direct supervision) have conducted an inspection of the above referenced project, and that, to the best of my knowledge and information, the project was constructed in accordance with (check one of the following):



the latest plans submitted to and approved by the Alaska Department of **Environmental Conservation**

or

in accordance with the attached as-built drawings. 8-6-2012 Signature of Professional Engineer Signature Date

Responsible for Construction Inspection (sign in ink)

12474 Registration Number: ____

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