


# MEMORANDUM

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

**DATE:** February 6, 2007

**TO:** Board of Adjustment

**FROM:** Benjamin Lyman, Planner  
Community Development Department 

**FILE NO.:** VAR2007-00006

**PROPOSAL:** Variance to allow back-out parking into a right-of-way.

## GENERAL INFORMATION

**Applicant:** Richard Stone

**Property Owner:** Richard & Mary Stone Living Trust

**Property Addresses:** 8400 Airport Blvd.; Old Dairy Rd.

**Legal Descriptions:** Valley Centre Subdivision, Block J, Tract C;  
Valley Centre Subdivision, Block G, Lot 31 B

**Parcel Code Numbers:** 5-B-15-0-101-002-0; 5-B15-0-101-001-1

**Site Sizes:** 43,566 square feet; 54,553 square feet

**Zoning:** (GC) General Commercial

**Utilities:** Public Water and Sewer

**Access:** Airport Blvd.

**Existing Land Uses:** Douglas Trucking; Vacant

**Surrounding Land Uses:** North - Car Rental, Retail (GC)  
South - Car Wash, Moose Lodge (Fraternal), Industrial (I)  
East - Old Dairy Rd./Egan Dr. Corridor, Commercial Services (GC)  
West - Manufacturing, Offices, Vacant, Retail (I)

## **PROJECT DESCRIPTION**

The applicant requests a Variance to the prohibition at CBJ §49.40.230(b)(1) against back-out parking into rights-of-way. This request accompanies a Conditional Use permit (USE2006-00071) for the development of an unnamed 20-foot-wide right-of-way (ROW) as a component of the site plan and circulation patterns for an office park, considered separately under USE2005-00048. Please refer to the memorandum on USE2005-00048 for a description of the project in general.

The subject ROW is currently undeveloped, although portions of it are graded so that the ROW is indistinguishable from the adjacent properties. The applicant proposes to pave the southern portion of the ROW, from its intersection with Airport Blvd. north to the point where it turns to the northwest at Building 6 on the attached site plan, Attachment A. North of this point, the ROW will be graded and utilized for access to the adjacent parcels, but will not be improved under current development plans. The applicant may apply for permits to improve the northern portion of the ROW at a future date as the business park is developed, but such improvements are not included in the current plans for the project.

Construction activities within the ROW will require review and issuance of a ROW permit by the General Engineering Division of the CBJ. This review will ensure that construction standards and specifications are met in the driveway design and construction.

Since the applicant proposes to use the subject ROW as a driveway for internal circulation purposes, including access to parking spaces which back out onto the ROW, the proposed site plan is in violation of §49.40.230(b)(1):

*“Access. There shall be adequate ingress and egress from all parking spaces. The required width of access drives for driveways shall be determined as part of plan review depending on use, topography and similar considerations. **Except in the case of single-family dwellings and duplexes located in residential and rural reserve zoning districts, back-out parking shall not be permitted on a right-of-way.**”* (emphasis added)

The applicant requests that a variance to this standard be granted for the subject development in order to allow the efficient use of both the ROW and the adjacent private properties.

## **BACKGROUND**

The applicant applied for a land use permit to allow development of the lot labeled as Lot 1 on Attachment A in 2005. CBJ and other agency review of that application led to major modifications of the project plans over the subsequent years. These modifications included a zoning map amendment of the properties along the ROW (MAP2006-00004, Ordinance 2006-38), which will become effective on February 8, 2007, and an informal inquiry regarding the possibility of vacating the subject ROW. As the CBJ has utilities in the ROW, the applicant did not apply to vacate the

ROW, and has instead filed an application to utilize the ROW as a component of the site circulation plans, which is considered in USE2006-00071. In order to maximize the site plan's efficiency, the applicant proposes to utilize the ROW as a component of the site plan circulation plan. As vehicles parked in the spaces along the ROW would back out into the drive aisle built in the ROW, the site plan requires approval of a variance to allow back out parking into a ROW, which is considered in this memorandum.

The background of the entire project is discussed in greater detail in the memorandum on USE2005-00048.

### **ANALYSIS**

It should be noted at the outset of the analysis portion of this memorandum that the section of Title 49 to which the subject variance is requested, §49.40.230(b)(1), is intended to prevent back out parking into streets, where the public health and safety would be negatively affected by back out parking. In residential districts where development is limited to single-family residences and duplexes, traffic speed limits are low, as are traffic levels. This is especially true in alleys, where traffic is generally slow-moving, and back out parking is expected by drivers. Although the subject development is not residential in nature, and is not located within a residential zoning district, the subject ROW is a 20'-wide alley serving a limited number of lots. Traffic speeds will be controlled by environmental factors, by the short length of the developed ROW, the proximity of the ROW to buildings, and by the presence of parked cars. In this case, where 3 parking spaces and two loading zones are proposed to back out into the ROW, the presence of back out parking stalls will be a psychological and physical deterrent to excessive speed in the ROW, just as the configuration of parking lots generally serves to keep traffic speeds low. The proposed use of the subject ROW will be exactly the same as the use of the adjacent access aisles in the project's parking areas, with the one difference that it will be public property, not private. That is, the design for the subject ROW will be the same as the design for the adjacent parking areas, and will meet all dimensional standards for parking lots. The alley is actually narrower than Title 49 requirements for drive aisles of this design, so the applicant will be adding a strip of private property four feet in width to the 20' ROW to create a 24'-wide drive aisle. Since the ROW will function as a dead-end alley or parking lot, not as a through-street, back out parking will not pose a safety problem.

### **Variance Requirements**

Under CBJ §49.20.250 where hardship and practical difficulties result from an extraordinary situation or unique physical feature affecting only a specific parcel of property or structures lawfully existing thereon and render it difficult to carry out the provisions of Title 49, the Board of Adjustment may grant a Variance in harmony with the general purpose and intent of Title 49. A Variance may vary any requirement or regulation of Title 49 concerning dimensional and other design standards, but not those concerning the use of land or structures, housing density, lot coverage, or those establishing construction standards. A Variance may be granted after the prescribed hearing and after the Board of Adjustment has determined:

**1. That the relaxation applied for or a lesser relaxation specified by the Board of Adjustment would give substantial relief to the owner of the property involved and be more consistent with justice to other property owners.**

The owner of the property involved could reconfigure the site plan for the proposed development to eliminate the proposed back out parking. This would result, however, in inefficiencies elsewhere in the site plan. The relaxation applied for would give substantial relief to the owner of the properties involved, as it would improve site circulation plan efficiency.

Furthermore, as the ROW is an alley (20' in width), and is not a through-street (50' or wider), the request will be consistent with justice to other property owners who utilize alleyways as secondary access to their properties.

**Yes.** Staff finds that Criterion 1 has been met. The relaxation applied for would give substantial relief to the owner of the properties involved and be more consistent with justice to other property owners.

**2. That relief can be granted in such a fashion that the intent of this title will be observed and the public safety and welfare be preserved.**

As is noted above in the introduction to the Analysis section of this memorandum, the intent of the section of Title 49 to which the requested variance applies is to protect the public safety and welfare through the prohibition of back out parking onto streets. The subject ROW is an alley, which will have no through-traffic and in which vehicles will move slowly due to psychological and physical factors, which include the proposed back out parking. In this instance, where traffic will be moving slowly due to narrow drive aisles, short ROW length, and physical barriers such as the encroachment of Building 6<sup>1</sup> into the ROW, the presence of back out parking will act to further reduce vehicle speeds. As the design of the ROW improvements will meet Title 49 requirements for parking lots, it will be safe by design.

**Yes.** Staff finds that Criterion 2 has been met. Relief can be granted in such a fashion that the intent of this title will be observed and the public safety and welfare be preserved.

**3. That the authorization of the variance will not injure nearby property.**

Two neighboring properties under the same ownership, which are separated only by the subject ROW, are both subject to the requested variance, and both would benefit equally from the authorization of the variance.

The CBJ Assessor, Jim Canary, was asked to comment on the potential impact of the project, including the subject variance, on nearby properties. Mr. Canary responded that "I have reviewed the plans and find no concerns or foresee any negative market reaction, regarding this proposed project."<sup>2</sup>

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<sup>1</sup> Attachment A

<sup>2</sup> December 20, 2006 email from Jim Canary to Ben Lyman

**Yes.** Staff finds that Criterion 3 has been met. The authorization of the variance will not injure nearby property.

**4. *That the variance does not authorize uses not allowed in the district involved.***

The variance is requested to modify the design standards for off-street parking and loading areas. The proposed uses of the subject property are considered under USE2005-00048.

**Yes.** Staff finds that Criterion 4 has been met. The variance does not authorize uses not allowed in the district involved.

**5. *That compliance with the existing standards would:***

**(A) *Unreasonably prevent the owner from using the property for a permissible principal use;***

The owner could configure the site plan in any number of ways and accommodate any of several permissible principal uses.

**No.** Staff finds that Sub-Criterion 5(A) is not met. Compliance with the existing standards would not unreasonably prevent the owner from using the property for a permissible principal use.

**(B) *Unreasonably prevent the owner from using the property in a manner which is consistent as to scale, amenities, appearance or features, with existing development in the neighborhood of the subject property;***

The subject ROW is undeveloped, but utilized in varying degrees, along its entire length from Airport Blvd. in the south to Crest St. in the north. Although it is overgrown in places and not paved anywhere along its length, it is flat and graded to match the adjacent lots. Some properties adjacent to the ROW have used the ROW for outdoor storage, and others for parking, vehicle maneuvering, or for access. As their use of the subject ROW is informal, intermittent, and not approved by any use or building permit, the adjacent property owners have used this ROW for many years, and some of the uses have include the backing of vehicles into the ROW. The ROW is 20' wide for almost its entire length, and does not carry through-traffic anywhere along its length. The use of the undeveloped ROW for vehicle maneuvering by users of adjacent properties is similar as to scale with the proposed use of the ROW for back out parking.

The applicant proposes to improve the subject ROW at its southern end with paving and a crosswalk. These improvements will far exceed any past improvements to the ROW by other property owners in the vicinity, but comes with the added burden of maintaining the ROW and the need to obtain a Conditional Use permit for the use of the ROW (USE2006-00071) and the variance considered herein to allow back out parking into the ROW.

Thus, the owner proposes to use the property in a manner which far exceeds the amenities, appearance, and features provided for existing development in the neighborhood of the subject property. The proposed improvements would allow the owner to include back out parking into the ROW in a safe manner.

**Yes.** Staff finds that Sub-Criterion 5(B) has been met. Compliance with the existing standards would unreasonably prevent the owner from using the property in a manner which is consistent as to scale, and far exceeds as to amenities, appearance and features, existing development in the neighborhood of the subject property.

**(C) *Be unnecessarily burdensome because unique physical features of the property render compliance with the standards unreasonably expensive;***

The applicant proposes to upgrade the existing undeveloped ROW by paving a portion of it, and constructing sidewalks on private property on either side of a portion of it. These improvements will be expensive, but are not required due to unique physical features of the property other than the extreme narrowness of the subject ROW.

**No.** Staff finds that Sub-Criterion 5(C) has not been met. Compliance with the existing standards would not be unnecessarily burdensome because unique physical features of the property do not render compliance with the standards unreasonably expensive.

*or*

**(D) *Because of preexisting nonconforming conditions on the subject parcel the grant of the variance would not result in a net decrease in overall compliance with the Land Use Code, CBJ Title 49, or the building code, CBJ Title 19, or both.***

Preexisting nonconforming conditions do not exist on the subject properties, other than the encroachment of Building 6 into the subject ROW, which is not related to the requested variance.

**No.** Staff finds that Sub-Criterion 5(D) has not been met. Preexisting nonconforming conditions do not exist on the subject property.

**Yes.** Staff finds that Criterion 5 has been met through Sub-Criterion 5(B), as described above.

**6. *That a grant of the variance would result in more benefits than detriments to the neighborhood.***

A grant of the variance would facilitate the efficient use of the subject properties. If the subject ROW is improved to provide secondary access to additional properties in the future, the presence of these psychological and physical speed-reducing factors will not reduce public safety along the length of the subject ROW.

**Yes.** Staff finds that Criterion 6 has been met. A grant of the variance would result in more benefits than detriments to the neighborhood.

## **JUNEAU COASTAL MANAGEMENT PROGRAM**

The proposed development was reviewed for compliance with CBJ §49.70.900, the Juneau Coastal Management Program. The analysis reveals that the proposed project and the subject variance are not related to the Juneau Coastal Management Program or its enforceable policies.

### **FINDINGS**

***1. Is the application for the requested variance 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 49.20.

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

**N/A.** The proposed development is not related to the Juneau Coastal Management Program.

***3. Does the variance as requested, meet the criteria of Section 49.20.250, Grounds for Variances?***

**Yes.** The variance as requested meets the criteria of CBJ §49.20.250, Grounds for Variances, as described in the *Analysis* section of this memorandum.

### **RECOMMENDATION**

It is recommended that the Board of Adjustment adopt the Director's analysis and findings and grant the requested Variance, VAR2006-00006. The Variance would allow for back out parking into an un-named right-of-way as is shown on the site plan for the project, Attachment A to this memorandum.



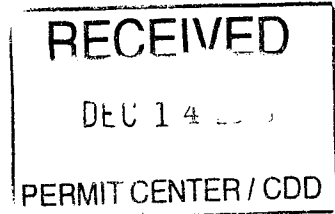


**KCS, LLC**

Sam Kito III, P.E.

December 13, 2006

Rich Stone  
c/o Alaska Litho  
101 Mill Street  
Juneau Alaska 99801



Dear Mr. Stone:

At the request of your Architect, Rich Conneen, I have reviewed the proposed Entrance Point Business Park development plans for transportation issues and have the following comments.

Mr. Conneen indicated that the proposed development is permitted as an Allowable use at the current location due to an amendment of the Comprehensive Plan.

As an Allowable use, the Planning Commission may place conditions on the project for *Development Schedule, Use, Owner's Association, Dedications, Performance Bonds, Commitment letter, Covenants, Revocation of permit, Habitat, Sound, Screening and Drainage*. More information is available on these items at [http://www.juneau.org/law/code/49.15 Permits.pdf](http://www.juneau.org/law/code/49.15%20Permits.pdf).

Traffic mitigation is not a condition of approval for an Allowable Use Permit, but I will provide general comments on traffic issues for the benefit of yourself and the Planning Commission in their review of the Allowable Use Permit.

Access to the proposed site will be from five driveways and a transiting ROW that is proposed to function as both a driveway access and parking access. Mr. Conneen has completed the calculation of parking, and identified 177 required parking spaces for the project in its current configuration. This will include 6 accessible parking spaces.

Five of the driveways connect to Airport Road which provides local access to the Old Dairy Road Collector. There is one driveway connecting to the Old Dairy Road Collector.

Both Old Dairy Road and Airport Road are two lanes with relatively light traffic loads. I do not see any issues with traffic entering or exiting the proposed development from any of the driveways indicated on the plans. Two lanes will limit the amount of crossing traffic, and with Airport Road speed limit at 20 MPH, I don't anticipate any conflicts for the Airport Road driveways. Old Dairy Road is 40 MPH, there is only

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Juneau, Alaska 99802  
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Phone: 907.523.5283  
Fax: 907.463.3275  
Mobile: 907.723.6486

September 10, 1994

one driveway entering Old Airport Road, and observational experience identifies the road as having relatively light traffic.

Proximity of the driveways has been suggested as a potential concern; however I would only view the proximity of closest driveways (34' and 38') to be an issue if there were view obstructions between them that would make identification of conflicting traffic exiting the site a problem. I would also offer the caution that one-way traffic routing may appear to solve this potential problem, but in the site with its current configuration, could add to driver confusion and create a less desirable situation.

In addition to the information already shown on the plans, the plans should show traffic flow patterns (directional arrows), curb radii, a parking schedule, and lighting in accordance with CBJ Code 49.40.220.

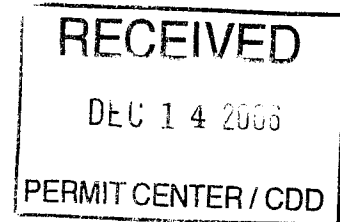
The development as shown on the plans dated November 20, 2006 does not appear to have any transportation or parking related issues from an operational perspective.

Please let me know if you have any questions.

Sincerely,



Sam S. Kito III, PE  
KCS, LLC



# DEVELOPMENT PERMIT APPLICATION

(APPLICANT - PLEASE FILL IN THE PROJECT/APPLICANT INFORMATION)

Project Number <b>2007-06</b>	<b>CITY and BOROUGH of JUNEAU</b>	Date Received: <b>12-19-06</b>
Project Name (City Staff to assign name) <b>Entrance Pointe Business Park / Driveway</b>		

Project Description <b>Commercial development of office park known as Entrance Pointe Business Park</b>
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<b>PROPERTY LOCATION</b>			
Street Address <b>Old Dairy Rd.</b>	City / Zip <b>99801</b>		
Subdivision (if known) <b>Valley Centre</b>	Survey (if known)	Block/Tract (if known) <b>G</b>	Lot (if known) <b>31B</b>
Assessor's Parcel Number (if known) <b>5B1501010030, 5B1501010020, 5B1501010011</b>			

<b>LANDOWNER / LESSEE</b>			
Property Owner's Name <b>Richard Stone</b>	<input type="checkbox"/> Contact by E-Mail: <b>rgstone@ak1.net</b>	Contact Person <b>RCS</b>	Work Phone No. <b>6-3170</b>
Mailing Address <b>1904 Wickersham Juneau, Ak</b>	Home Phone No. <b>6-5499</b>	FAX No.	

<b>LANDOWNER/LESSEE CONSENT</b> (Required for Planning permits not needed on Building/Engineer permits)	<b>INITIAL ALL THAT MAY APPLY</b>
<p>I am (we are) the owner(s) or Lessee of the property subject to this application and I (we) consent as follows:</p> <p>A. This application for a land use or activity review for development on my (our) property is made with my complete understanding and permission.</p> <p>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.</p>	
<input checked="" type="checkbox"/> Landowner/Lessee Signature <b>Richard Stone</b>	<input checked="" type="checkbox"/> ALLOWABLE USE <b>[Signature]</b>
<input checked="" type="checkbox"/> Landowner/Lessee Signature <b>Richard Stone</b>	<input type="checkbox"/> CONDITIONAL USE <b>[Signature]</b>
Date <b>12-19-06</b>	<input checked="" type="checkbox"/> VARIANCE <b>[Signature]</b>
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 and/or the Design Review Board may visit the property and may do so during the weekend before the scheduled public hearing date.	<input type="checkbox"/> DESIGN REVIEW <b>[Signature]</b>
	<input type="checkbox"/> SUBDIVISION <b>[Signature]</b>
	<input type="checkbox"/> OTHER <b>[Signature]</b>

<b>APPLICANT</b> (If same as OWNER, write "SAME" and sign and date at X below)			
Applicant's Name <b>Richard Stone</b>	<input type="checkbox"/> Contact by E-Mail: <b>rca@gci.net</b>	Contact Person <b>RCS</b>	Work Phone No. <b>6-3180</b>
Mailing Address <b>1904 Wickersham Juneau, Ak</b>	Home Phone No.	FAX No.	
<input checked="" type="checkbox"/> Applicant's Signature <b>Richard Stone</b>	<input checked="" type="checkbox"/> Date of Application <b>12/19/06</b>		

(OFFICE USE ONLY BELOW THIS LINE)

<b>STAFF APPROVALS</b>	<b>C</b>	<b>PERMIT TYPE</b>	<b>SIGN</b>	<b>DATE RECEIVED</b>	<b>APPLICATION NO.</b>	<b>C</b>	<b>PERMIT TYPE</b>	<b>DATE RECEIVED</b>	<b>APPLICATION NO.</b>
	<input checked="" type="checkbox"/>	ALLOWABLE USE APPROVAL	[Signature]	12/19/06	USE2005-48	<input type="checkbox"/>	WATER PERMIT		
	<input checked="" type="checkbox"/>	CONDITIONAL USE APPROVAL	[Signature]	12/19/06	USE2006-71	<input type="checkbox"/>	SEWER PERMIT		
	<input checked="" type="checkbox"/>	VARIANCE	[Signature]	1/29/07	VAR07-010	<input type="checkbox"/>	GRADING PERMIT		
		DESIGN REVIEW APPROVAL				<input type="checkbox"/>	DRIVEWAY PERMIT		
		SUBDIVISION				<input type="checkbox"/>	RIGHT-OF-WAY PERMIT		
		STREET VACATION				<input type="checkbox"/>	PUB. FAC. TRANSMISS. & EXCAV. PERMIT		
		SIGN APPROVAL				<input type="checkbox"/>	OTHER - (Describe)		
		BUILDING PERMIT				<input type="checkbox"/>	Permit Intake Initials <b>[Signature]</b>		
		Zone <b>I</b>	Total Lot Area	Required Setbacks Front _____ Back _____ Side _____ Other _____					
COMMENTS: <b>Project is dependent upon zone change adoption: MAP06-4</b>									

NOTE: DEVELOPMENT PERMIT APPLICATION FORM MUST ACCOMPANY ALL OTHER COMMUNITY DEVELOPMENT DEPARTMENT APPLICATIONS

# VARIANCE APPLICATION

(APPLICANT PLEASE FILL IN SHADED AREAS AS A MINIMUM)

Project Number <b>PRJ2007-0013</b>	Project Name <b>Entrance Point office PK</b>	Case Number <b>VAR2007-00006</b>	Hearing Date	Date Received <b>1/29/07</b>
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VARIANCE TYPE:  Setback  Height  Bulk  Other (Describe) **Back out parking into R-O-W**

DESCRIPTION OF ACTIVITY WHICH REQUIRES A VARIANCE:

**Variance to allow back-out parking into a right-of-way.**

PREVIOUS VARIANCE APPLICATIONS:  Yes  No

Date of Filing: \_\_\_\_\_

Variance from which standards:  Setback  Height  Bulk  Other (Describe) \_\_\_\_\_

Was variance granted?  Yes  No

EXISTING USE OF LAND OR BUILDING(S):

**vacant lot**

PROPOSED USE OF LAND OR BUILDING(S):

**business park with general commercial buildings**

UTILITIES AVAILABLE

WATER:  Public  On Site

SEWER:  Public  On Site

PROPOSED SETBACKS (If variance changes setbacks):

Front \_\_\_\_\_ ft. Rear \_\_\_\_\_ ft. Side \_\_\_\_\_ ft. Other \_\_\_\_\_ ft.

UNIQUE CHARACTERISTICS OF LAND OR BUILDING (Difference from other properties in the area):

**row bisects property.**

WHY WOULD A VARIANCE BE NEEDED FOR THIS PROPERTY REGARDLESS OF THE OWNER?

**to make best use of ingress/egress and parking availability**

WHAT HARDSHIP WOULD RESULT IF THE VARIANCE WERE NOT GRANTED?

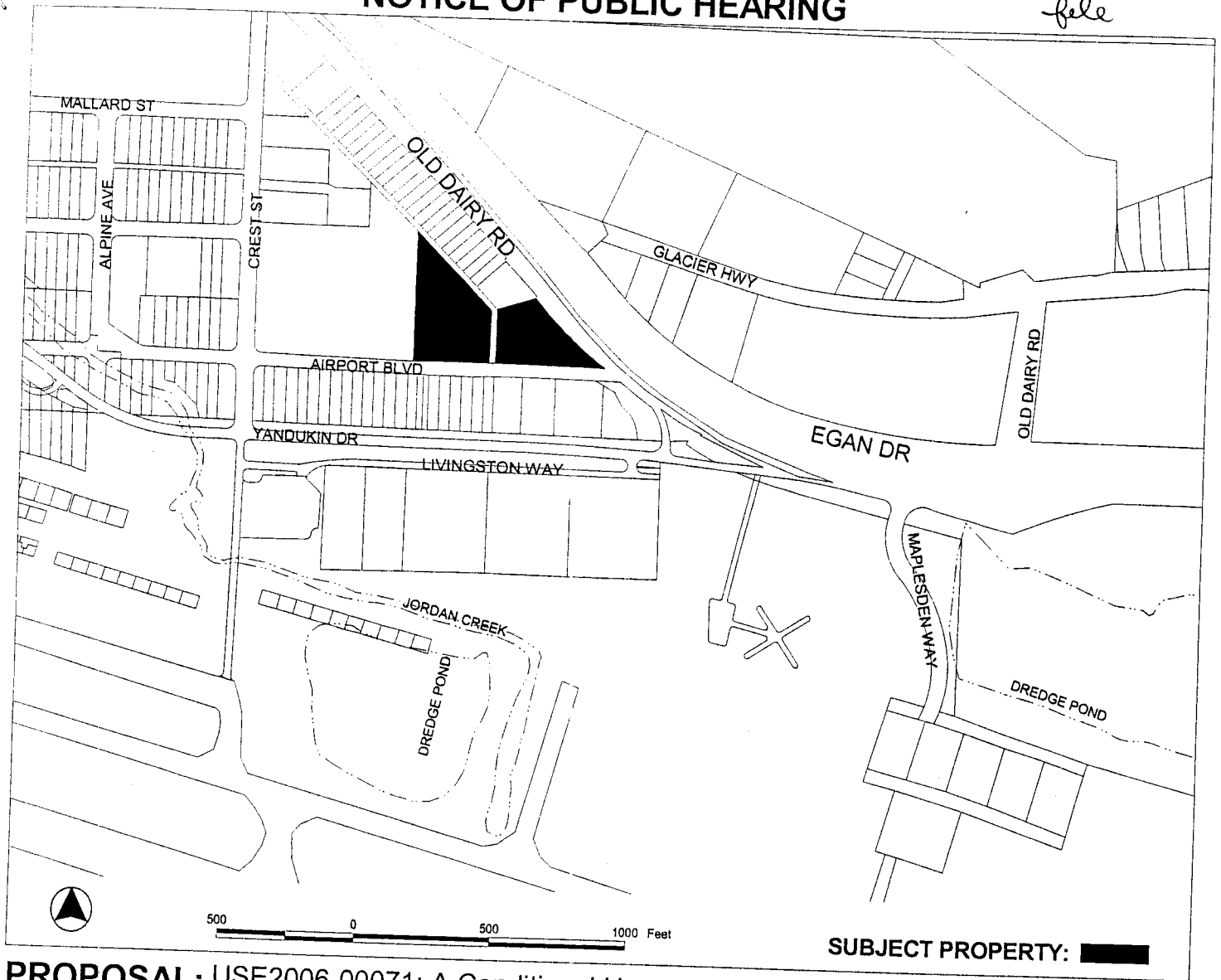
**proposed site plan would not work**

REVIEW APPROVALS	
REVIEWED	DATE
Buildings	_____
Engineering	_____
Planning	_____

VARIANCE FEES			
DESCRIPTION	AMOUNT	DATE	REMARKS
Application Fee	\$ 350.00		
Adjustment			
Total Fee	\$ 350.00	1/29/07	12841

# NOTICE OF PUBLIC HEARING

*file*



**PROPOSAL:** USE2006-00071: A Conditional Use permit for a driveway in an unnamed right-of-way  
 USE2005-00048: An Allowable Use permit for an office park.  
 VAR2007-00006: Variance to allow back-out parking into a right-of-way.

<b>FILE NO:</b>	USE2006-00071	<b>APPLICANT:</b>	RICHARD STONE
<b>TO:</b>	Adjacent Property Owners	<b>PROPERTY OWNER:</b>	RICHARD & MARY STONE LIVING TRUST
<b>HEARING DATE:</b>	February 13, 2007	<b>PROPERTY ADDRESS:</b>	OLD DAIRY RD
<b>HEARING TIME:</b>	7:00 P.M.	<b>PARCEL CODE NUMBER:</b>	5-B15-0-101-001-1 5-B15-0-101-002-0 5-B15-0-101-003-0
<b>PLACE:</b>	<b>CENTENNIAL HALL</b> Egan Room 101 Egan Drive Juneau, AK 99801	<b>SITE SIZE:</b>	3.25 acres
		<b>ZONING:</b>	Industrial
		<b>ACCESS:</b>	OLD DAIRY RD

## 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 Ben Lyman at 586-0758, or via e-mail at: Benjamin\_Lyman@ci.juneau.ak.us  
 Planning Commission Agendas, Staff Reports and Meeting Results can be viewed at [www.juneau.org/plancomm](http://www.juneau.org/plancomm).