



# DEVELOPMENT PERMIT APPLICATION

**NOTE:** Development Permit Application forms must accompany all other Community Development Department land use applications. This form and all documents associated with it are public record once submitted.

To be completed by Applicant	<b>PROPERTY LOCATION</b>	
	Physical Address <u>105 S. Seward St.</u>	
	Legal Description(s) (Subdivision, Survey, Block, Tract, Lot) <u>Tidelands Addition BL 78 CT 1A</u>	
	Parcel Number(s) <u>1C070K780011</u>	
	<input type="checkbox"/> This property is located in the downtown historic district	
	<input type="checkbox"/> This property is located in a mapped hazard area, if so, which _____	
	<b>LANDOWNER/ LESSEE</b>	
	Property Owner <u>Sealaska Heritage</u>	Contact Person <u>Lee Kadinger</u>
	Mailing Address <u>105 S. Seward St. Juneau</u>	Phone Number(s) <u>907-586-9266</u>
	E-mail Address <u>Lee.Kadinger@sealaska.com</u>	
<b>LANDOWNER/ LESSEE CONSENT</b>		
Required for Planning Permits, not needed on Building/ Engineering Permits.		
Consent is required of all landowners/ lessees. If submitted with the application, alternative written approval may be sufficient. Written approval must include the property location, landowner/ lessee's printed name, signature, and the applicant's name.		
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 the City and Borough of Juneau officials/employees to inspect my property as needed for purposes of this application.		
<u>Lee A. Kadinger</u> <u>Owners Representative</u>		
Landowner/Lessee (Printed Name) Title (e.g.: Landowner, Lessee)		
X	<u>[Signature]</u> <u>4-20-23</u>	
Landowner/Lessee (Signature) Date		
<u>RORIE WATT, City + Borough Manager</u>		
Landowner/Lessee (Printed Name) Title (e.g.: Landowner, Lessee)		
X	<u>[Signature]</u> <u>4/26/23</u>	
Landowner/Lessee (Signature) Date		
NOTICE: The City and Borough of Juneau staff may need access to the subject property during regular business hours. We will make every effort to contact you in advance, but may need to access the property in your absence and in accordance with the consent above. Also, members of the Planning Commission may visit the property before a scheduled public hearing date.		
<b>APPLICANT</b> If same as LANDOWNER, write "SAME"		
Applicant (Printed Name) <u>Sealaska Heritage</u>	Contact Person <u>Lee Kadinger</u>	
Mailing Address <u>105 S. Seward St. Juneau AK 99801</u>	Phone Number(s) <u>907-586-9266</u>	
E-mail Address <u>Lee.Kadinger@sealaska.com</u>		
X	<u>[Signature]</u> <u>4-20-23</u>	
Applicant's Signature Date of Application		

-----DEPARTMENT USE ONLY BELOW THIS LINE-----

Intake Initials <u>JLS</u>	Date Received <u>4/24/23</u>
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**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

Case Number <u>SNC 23-001</u>	Date Received <u>4/24/23</u>
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For assistance filling out this form, contact the Permit Center at 586-0770.

# STREET NAME CHANGE APPLICATION

Project Number	Project Name (15 characters)	Case Number <b>SNC 23-001</b>	Date Received <b>4-26-23</b>
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**IS THIS ASSOCIATED WITH A MAJOR OR MINOR SUBDIVISION?**

NO       YES

If yes, this process will be handled through the Major or Minor Subdivision Process and an additional application is not necessary.

**ADDITIONAL INFORMATION:**

Existing Street Name: Seward Street

Proposed Street Name: Heritage Way

City ROW       State ROW       Private ROW

The name change will affect:       a Portion of the Street       the Entire Street

Total distance of ROW affected by the proposed Street Name Change see map.

**REASON(S) FOR CHANGING THE STREET NAME:**

To be compatible with Heritage Square, the Walter Soboleff building, The Arts Campus, the SHL Fab-Lab, representing Northwest Coast People, and furthering Juneau as The Northwest Coast Arts Capital of The World.

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.	<b>STREET NAME CHANGE APPLICATION FEES</b>				
		Fees	Check No.	Receipt	Date
	Application Fees	\$ <u>400.00</u>	_____	_____	_____
	Adjustment	\$ <u>—</u>	_____	_____	_____
	Pub. Not. Sign Fee	\$ <u>50.00</u>	_____	_____	_____
	Pub. Not. Sign Deposit	\$ <u>100.00</u>	_____	_____	_____
<b>Total Fee</b>	<b>\$ <u>550.00</u></b>	_____	_____	_____	

**NOTE: MUST BE ACCOMPANIED BY DEVELOPMENT PERMIT APPLICATION FORM**

TO BE COMPLETED BY THE APPLICANT

## Street Name Change Application Instructions

**Pre-Application Conference:** A pre-application conference is required prior to submitting an application. The applicant will meet with City & Borough of Juneau and Agency staff to discuss the proposed change, the permit procedure and to determine the application fees. To schedule a pre-application conference, please contact the Permit Center at 586-0770 or via e-mail at [Permits@ci.juneau.ak.us](mailto:Permits@ci.juneau.ak.us).

**Application:** An application for a Street Name Change will not be accepted by the Community Development Department until it is determined to be complete. The items needed for a complete application are:

**Forms:** A completed Street Name Change Application and Development Permit Application form. All Landowners involved do not need to sign the "land owner or lessee consent" signature area on the Development Permit Application form.

**Fees:** The fee for a Street Name Change Application is ~~\$200.00~~ <sup>\$400.00</sup>. Any development, work or use done without a permit issued will be subject to double fees. All fees are subject to change.

**Project Description:** A detailed letter or narrative describing the reason for the name change.

**Map:** A map detailing the length of the street for which the name change is proposed.

**Additional Items:** Each application packet may also include (but is not required) a petition signed by the owners of the land fronting the portion of the street sought to be changed.

**Document Format:** All information that is submitted as part of an application shall be submitted in either of the following formats:

- A. Electronic copies may be submitted by CD, DVD or E-mail in the following formats: .doc, .txt, .xls, .bmp, .pdf, .jpg, .gif, .xlm, .rtf or other formats pre-approved by the Community Development Department.
- B. Paper copies may not be larger than 11" X 17" (Unless a larger paper size is preapproved by the Community Development Department).

**Neighborhood Meeting:** The project applicant for a street name change is highly recommended to hold at least one neighborhood meeting after the pre-application conference, and prior to application submittal. The purpose of the neighborhood meeting is to provide the public with a means of obtaining information about the proposal and an opportunity to comment on it at the early stages of the development.

**Application Review & Hearing Procedure:** Once the application is determined to be complete, the Community Development Department will initiate the review and scheduling of the application. This process includes:

**Review:** As part of the review process the Community Development Department will evaluate the application for consistency with all applicable City & Borough of Juneau codes and adopted plans. Depending on unique characteristics of the permit request, the application may be required to be reviewed by other municipal boards and committees. During this review period, the Community Development Department also sends all applications out for a 15-day agency review period. Review comments may require the applicant to provide additional information, clarification, or submit modifications/alterations for the proposed project.

**Hearing:** All Street Name Change Applications must be reviewed by the Planning Commission. Once an application has been deemed complete and has been reviewed by all applicable parties the Community Development Department will schedule the requested permit for the next appropriate meeting.

**Public Notice Responsibilities:** As part of the Street Name Change process, all permit requests must be given proper public notice, which consists of the following:

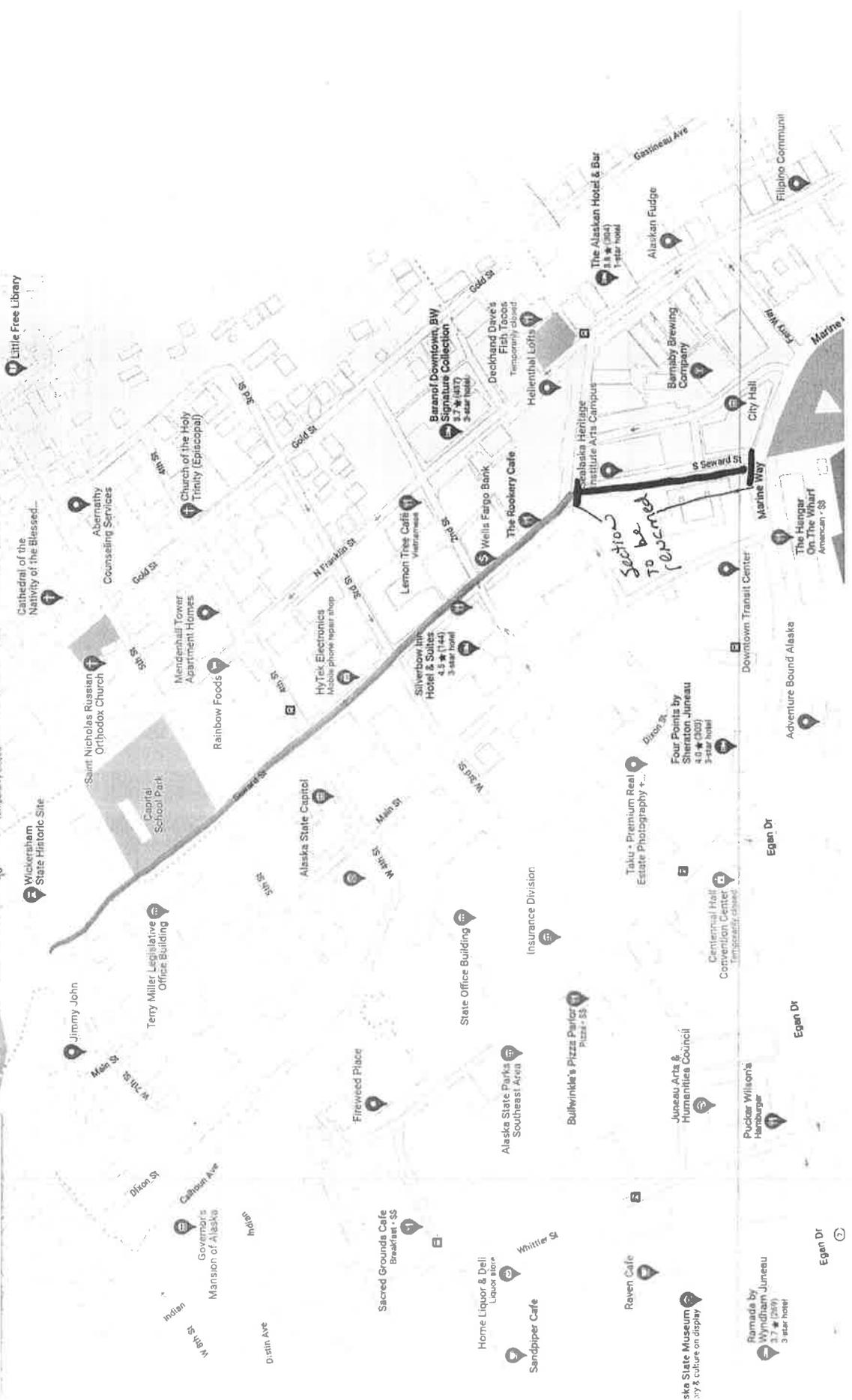
**Community Development Department:** Will give notice of the pending Planning Commission meeting and its agenda in the local newspaper a minimum of 10-days prior to the meeting. Furthermore, the department will mail abutters notices to all property owners within 500-feet of the project site.

**Applicant:** Will post a sign on the site at least 14-days prior to the meeting. Signs may be produced by the Community Development Department for a preparation fee of \$50, and a \$100 deposit that will be refunded in full if the sign is returned 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. The applicant may make and erect their own sign. Please speak with the Community Development Department for more information.

**After the Public Hearing:** If the Street Name Change is approved by the Planning Commission, all property owners affected by the Street Name Change will receive new addresses.

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**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**



Little Free Library

Cathedral of the Nativity of the Blessed...

Wickwarham State Historic Site

Jimmy John

Terry Miller Legislative Office Building

Governor's Mansion of Alaska

Sacred Grounds Cafe Breakfast \$5

Home Liquor & Deli

Church of the Holy Trinity (Episcopal)

Aberrathy Counseling Services

Saint Nicholas Russian Orthodox Church

Alaska State Capitol

State Office Building

Alaska State Parks Southeast Area

Sandpaper Cafe

Raven Cafe

Mendenhall Tower Apartment Homes

HyTek Electronics

Silverbow Inn Hotel & Suites

Alaska State Capitol

Insurance Division

Bullwinkle's Pizza Parlor

Home Liquor & Deli

Raven Cafe

Barano of Downtown, BW Signature Collection

Lemon Tree Cafe

Wells Fargo Bank

Alaska State Capitol

State Office Building

Alaska State Parks Southeast Area

Sandpaper Cafe

Raven Cafe

Deckhand Dave's Fish Tacos

The Hookery Cafe

Alaska Heritage Institute Arts Campus

Alaska State Capitol

Insurance Division

Bullwinkle's Pizza Parlor

Home Liquor & Deli

Raven Cafe

Hellenthal Lofts

The Alaska Heritage Institute Arts Campus

Four Points by Sheraton Juneau

Alaska State Capitol

Insurance Division

Bullwinkle's Pizza Parlor

Home Liquor & Deli

Raven Cafe

The Alaskan Hotel & Bar

Berryberry Brewing Company

Adventure Bound Alaska

Alaska State Capitol

Insurance Division

Bullwinkle's Pizza Parlor

Home Liquor & Deli

Raven Cafe

Alaskan Fudge

City Hall

Adventure Bound Alaska

Alaska State Capitol

Insurance Division

Bullwinkle's Pizza Parlor

Home Liquor & Deli

Raven Cafe

Marine

Adventure Bound Alaska

Adventure Bound Alaska

Alaska State Capitol

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