

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.

PROPERTY LOCATION	
Physical Address 159 S FRANKLIN STREET	
Legal Description(s) (Subdivision, Survey, Block, Tract, Lot) JUNEAU TOWNSITE BL H LT 1 FR	
Parcel Number(s) 1C070B0H0030	
<input checked="" type="checkbox"/> This property is located in the downtown historic district <input checked="" type="checkbox"/> This property is located in a mapped hazard area, if so, which SEVERE	
LANDOWNER/ LESSEE	
Property Owner Alaskan Kush Company LLC	Contact Person Casey Wilkens
Mailing Address 159 S Franklin Street, Juneau, AK 99801	Phone Number(s) 907-957-3877
E-mail Address cwilkins907@gmail.com	
LANDOWNER/ LESSEE CONSENT	
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.	
Casey Wilkins Landowner/Lessee (Printed Name) Title (e.g.: Landowner, Lessee)	
<input checked="" type="checkbox"/> [Signature] Landowner/Lessee (Signature)	1/16/2024 Date
Tara Smith Landowner/Lessee (Printed Name) Title (e.g.: Landowner, Lessee)	
<input checked="" type="checkbox"/> [Signature] Landowner/Lessee (Signature)	01/16/2024 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.	
APPLICANT If same as LANDOWNER, write "SAME"	
Applicant (Printed Name) NorthWind Architects, LLC	Contact Person Shannon Crossley
Mailing Address 126 Seward Street, Juneau, AK 99801	Phone Number(s) 540-229-9452
E-mail Address Shannon@northwindarch.com	
<input checked="" type="checkbox"/> [Signature] Applicant's Signature	01/12/2024 Date of Application

To be completed by Applicant

DEPARTMENT USE ONLY BELOW THIS LINE

Intake Initials JFM
Case Number USE24-002
Date Received 1/17/24

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

For assistance filling out this form, contact the Permit Center at 586-0770.

ALLOWABLE/CONDITIONAL USE PERMIT APPLICATION



See reverse side for more information regarding the permitting process and the materials required for a complete application.

NOTE: Must be accompanied by a DEVELOPMENT PERMIT APPLICATION form.

To be completed by Applicant

PROJECT SUMMARY
Marijuana Retail Floorplan Modification for Alaskan Kush Company LLC

TYPE OF ALLOWABLE OR CONDITIONAL USE PERMIT REQUESTED
 Accessory Apartment – Accessory Apartment Application (AAP)
 Use Listed in 49.25.300 – Table of Permissible Uses (USE)
 Table of Permissible Uses Category: 2.3 Marijuana retail

IS THIS A MODIFICATION or EXTENSION OF AN EXISTING APPROVAL? YES – Case # 2018-0006 NO

UTILITIES PROPOSED WATER: Public On Site SEWER: Public On Site

SITE AND BUILDING SPECIFICS
 Total Area of Lot 3872 square feet Total Area of Existing Structure(s) 1,376 square feet
 Total Area of Proposed Structure(s) N/A square feet

EXTERNAL LIGHTING
 Existing to remain No Yes – Provide fixture information, cutoff sheets, and location of lighting fixtures
 Proposed No Yes – Provide fixture information, cutoff sheets, and location of lighting fixtures

ALL REQUIRED DOCUMENTS ATTACHED

Narrative including:
 Current use of land or building(s)
 Description of project, project site, circulation, traffic etc.
 Proposed use of land or building(s)
 How the proposed use complies with the Comprehensive Plan

Plans including:
 Site plan
 Floor plan(s)
 Elevation view of existing and proposed buildings
 Proposed vegetative cover
 Existing and proposed parking areas and proposed traffic circulation
 Existing physical features of the site (e.g.: drainage, habitat, and hazard areas)

If this is a modification or extension include:
 Notice of Decision and case number
 Justification for the modification or extension
 Application submitted at least 30 days before expiration date

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

USE Class II

ALLOWABLE/CONDITIONAL USE FEES		Check No.	Receipt	Date
Application Fees	Fees \$ <u>500.00</u>			
Admin. of Guarantee	\$ _____			
Adjustment	\$ _____			
Pub. Not. Sign Fee	\$ <u>50.00</u>			
Pub. Not. Sign Deposit	\$ <u>100.00</u>			
Total Fee	\$ <u>650.00</u>			

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Case Number	Date Received
<u>USE24-002</u>	<u>1/17/24</u>

USE2024 0002 PUBLIC DOCUMENTS
Allowable/Conditional Use Permit Application Instructions

Allowable Use permits are outlined in CBJ 49.15.320, Conditional Use permits are outline in CBJ 49.15.330

Pre-Application Conference: A pre-application conference is required prior to submitting an application. There is no fee for a pre-application conference. The applicant will meet with City & Borough of Juneau and Agency staff to discuss the proposed development, 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@juneau.org.

Application: An application for an Allowable/Conditional Use Permit will not be accepted by the Community Development Department until it is determined to be complete. The items needed for a complete application are:

1. **Forms:** Completed Allowable/Conditional Use Permit Application and Development Permit Application forms.
2. **Fees:** Fees generally range from \$350 to \$1,600. Any development, work, or use done without a permit issued will be subject to double fees. All fees are subject to change.
3. **Project Narrative:** A detailed narrative describing the project.
4. **Plans:** All plans are to be drawn to scale and clearly show the items listed below:
 - A. Site plan, floor plan and elevation views of existing and proposed structures
 - B. Existing and proposed parking areas, including dimensions of the spaces, aisle width and driveway entrances
 - C. Proposed traffic circulation within the site including access/egress points and traffic control devices
 - D. Existing and proposed lighting (including cut sheets for each type of lighting)
 - E. Existing and proposed vegetation with location, area, height and type of plantings
 - F. Existing physical features of the site (i.e. drainage, eagle trees, hazard areas, salmon streams, wetlands, etc.)

Document Format: All materials submitted as part of an application shall be submitted in either of the following formats:

1. Electronic copies in the following formats: .doc, .txt, .xls, .bmp, .pdf, .jpg, .gif, .xlm, .rtf (other formats may be preapproved by the Community Development Department).
2. Paper copies 11" X 17" or smaller (larger paper size may be preapproved by the Community Development Department).

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 Allowable/Conditional Use Permit Applications must be reviewed by the Planning Commission for vote. 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: Allowable/Conditional Use requests must be given proper public notice as outlined in CBJ 49.15.230:

The 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, CDD will mail notices to all property owners within 500-feet of the project site.

The Applicant will 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 or where determined appropriate by CDD. 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 within seven days of the scheduled hearing date. If the sign is returned between eight and 14 days of the scheduled hearing \$50 may be refunded. The Applicant may make and erect their own sign. Please contact the Community Development Department for more information.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED



NorthWind
Architects, LLC

RE: Conditional Use Permit (CUP) Application- Alaskan Kush Company Floorplan
Layout Modification for Existing USE 2018-0006

12 January 2024

Site Location:

159 South Franklin Street
Juneau, Alaska 99801

Project Overview

Alaskan Kush Company has been operating a marijuana retail shop at 195 South Franklin Street under an approved Conditional Use Permit since 2018. The goal of this application is to amend that CUP, remove a partition wall and expand the retail operation into an adjacent storage room.

Existing Site & Building: The site's legal description JUNEAU TOWNSITE BL H LT 1 FR is listed as 1,376 SF on the City and Borough of Juneau Parcel Viewer. The property has a storefront facing South Franklin Street. The building was constructed in 1914 as a drug store, and consists of a single-story storefront with storage/office/bathroom space toward the NE side of the building.

Zoning

Use: The property at 195 South Franklin Street is currently zoned Mixed Use (MU). Marijuana retail sales is an allowable use in the Mixed-Use zoning district with approved Conditional Use Permits.

Setbacks: The building currently complies with the required setbacks (0' front, rear and street side yard).

Utilities: The site is served by municipal sewer and water. The plumbing system will not be affected by the renovation. The existing cameras will be relocated, but there will be no modifications to the electrical panel.

Habitat: The property is in the downtown historic district without vegetation requirements.

Sean M Boily AIA
Principal Architect

James Bibb AIA
Principal Architect

David Hurley AIA
Principal Architect

126 Seward Street
Juneau, AK 99801

p.907.586.6150
f.907.586.6181

NorthWind
Architects, LLC

Development Schedule and Noise: Improvements to the property will occur during normal working hours (7AM-6PM). Sound and noise consistent with construction may occur during this time.

Property Value & Neighborhood Harmony: The proposed addition of retail square footage will not impact the property value or neighborhood harmony.

Public Health & Safety: The proposed addition of retail square footage will not impact the property value or neighborhood harmony.

Lighting: The proposed addition of retail square footage will not require any additional lighting.

Parking, Traffic & Circulation: There will likely not be an increase in traffic to the site with the additional retail square footage. Vehicular traffic access to the site is provided via South Franklin Street with 2-hour street parking in the surrounding area. The retail store is within the Historic Downtown District and has no parking requirements.

Commercial Marijuana Establishment CUP Application Requirements

Floor Plan: The attached A2.0 floorplan and A1.0 demo plan indicates that the building footprint will not be altered. Due to state law, the entire first floor of the building will be an Alcohol and Marijuana Control Office (AMCO) licensed premises. A partition wall will be removed, and the existing front counter will be rotated.

Security Plan: Please see attached A2.1 Elec Floor Plan for layout of video surveillance and exterior lighting. The state requires extensive security measures, such as lighting, video surveillance, protocols for visitors and prevention of those under the age of 21, security and alarm systems, product tracking, transportation and labeling of products, restricted access areas and more. The clients are well versed with the State of Alaska Laws pertaining to marijuana retail, with several stores and facilities in Juneau and around the state of Alaska. These restrictions include but do are not limited to:

- All doors leading to restricted access areas will have video surveillance to record entry points.
- Exterior lighting is sufficient to facilitate surveillance, as well as discourage loitering.
- All areas where marijuana is packaged will be monitored by video surveillance. Areas where marijuana or marijuana products are sold or consumed will also be under video surveillance.

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- The services of an alarm company will be contracted for the purpose of maintaining a secure facility. All exterior ground floor windows and each exterior door will be connected to the alarm system.

Waste Disposal Plan: All waste, trash, and wastewater disposal will meet federal, state and local requirements.

- Marijuana will be disposed of per AMCO required protocols, including the notification of AMCO for proposed waste disposal.
- Non-marijuana waste will be picked up by the local waste hauler weekly.

Screening Plan: Secured doors and opaque window coverings will prevent observation of facility and activities occurring inside.

Ventilation and Filtration Plan: Significant efforts will be made to prevent nuisance odors from affecting the area.

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Planning Commission

{907} 586-0715
PC_Comments@juneau.org
www.juneau.org/plancomm
155 S. Seward Street • Juneau, AK 99801

PLANNING COMMISSION NOTICE OF DECISION

Date: June 12, 2018
File No.: USE2018 0006

Alaskan Kush Company LLC
PO Box 240588
Douglas, AK 99824

Proposal: A Conditional Use Permit for a marijuana retail establishment in a mixed used zone

Property Address: 159 South Franklin Street

Legal Description: Lot 1 Fraction, Block H, Juneau Townsite

Parcel Code No.: 1C070B0H0030

Hearing Date: June 12, 2018

The Planning Commission, at its regular public meeting, adopted the analysis and findings listed in the attached memorandum dated June 4, 2018 and APPROVED the development and operation of a marijuana retail business in downtown Juneau to be conducted as described in the project description and project drawings submitted with the application and with the following conditions:

1. Prior to issuing a CBJ marijuana license, the applicant shall submit to CDD the approved State of Alaska license application that permits the use of marijuana retail at the subject site to ensure it matches the plans and operations described in this Conditional Use Permit.
2. Prior to receiving a CBJ Marijuana license, the connecting door between the unrestricted area and restricted area shall have an alarm that is audible in the restricted area to make the staff aware the door is open. The door shall also be monitored by a camera.
3. Prior to issuance of a CBJ Marijuana License, the applicant shall install screening that prevents marijuana products being visible by the general public from the right-of-way.
4. As an operational condition, the applicant shall ensure that there is no obstruction of a public right-of-way by the business activities.
5. The Conditional Use Permit shall be reviewed by the commission every five years from the date of issuance.

USE2024 0002 PUBLIC DOCUMENTS

Alaskan Kush Company LLC
File No.: USE2018 0006
June 12, 2018
Page 2 of 2

Attachments: June 4, 2018, memorandum from Tim Felstead, Community Development, to the CBJ Planning Commission regarding USE2018 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.

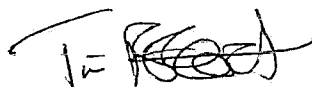
This Notice of Decision constitutes a final decision of the CBJ Planning Commission. Appeals must be brought to the CBJ Assembly in accordance with CBJ 01.50.030. Appeals must be filed by 4:30 P.M. on the day twenty days from the date the decision is filed with the City Clerk, pursuant to CBJ 01.50.030 (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, June 12, 2018.

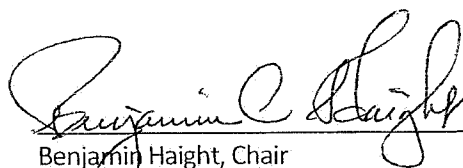
Expiration Date: The permit will expire 18 months after the effective date, or December 12, 2019, if no Building Permit has been issued and substantial construction progress has not been made in accordance with the plans for which the development permit was authorized. Application for permit extension must be submitted thirty days prior to the expiration date.

Conditional use permits issued to marijuana establishments under CBJ chapter 49.65.1245(e) shall be subject to review by the commission every five years from the date of issuance. Such review shall be subject to CBJ 49.15.330 except that the commission may only amend or add conditions if necessary to ensure compliance with this title.

Project Planner:



Tim Felstead, Planner
Community Development Department



Benjamin Haight, Chair
Planning Commission



Filed With City Clerk

June 13, 2018

Date

cc: Plan Review

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.

NWA-2348: AK KUSH REMODEL

JUNEAU, ALASKA

PLANNING COMMISSION DRAWINGS

OWNER

Akaven Kush Company LLC
153 S Franklin Street
Juneau, Alaska 99801
Coker, Wilcox
907.587.1377

ARCHITECT

NorthWind Architects, LLC
126 Steward St.
Juneau, Alaska 99801
James Blab, AIA
907.586.4100
James Blab, Assoc. AIA
907.586.4100



PROJECT DESCRIPTION

SCOPE OF WORK DESCRIBED BELOW IS INCLUSIVE OF ALL ASSOCIATED ARCHITECTURAL, MECHANICAL AND ELECTRICAL WORK, UTILITIES, OR REQUIREMENTS TO SUPPORT THE AREAS DELINEATED.
THE WORK OF THIS PROJECT IS BASED ON THE CONTRACT DOCUMENTS (DRAWINGS) FOR THE REBUILD OF AN EXISTING PARTITION WALL IN A RETAIL LOCATION AT 153 S FRANKLIN AND RELOCATION OF RETAIL COUNTERTOP.

GENERAL NOTES

- CONTRACTOR SHALL FIELD/VERIFY ACTUAL BUILDING CONDITIONS AND NOTIFY ARCHITECT IMMEDIATELY IF ANY DISCREPANCIES OR CONFLICTS ARE FOUND. NOTIFY ARCHITECT PRIOR TO COMMENCING WORK.
- DO NOT SCALE OFF OF DRAWINGS.
- DIMENSIONS ARE TO GRIDLINE, FACE OR CENTER OF FRAMING (INDICATED).

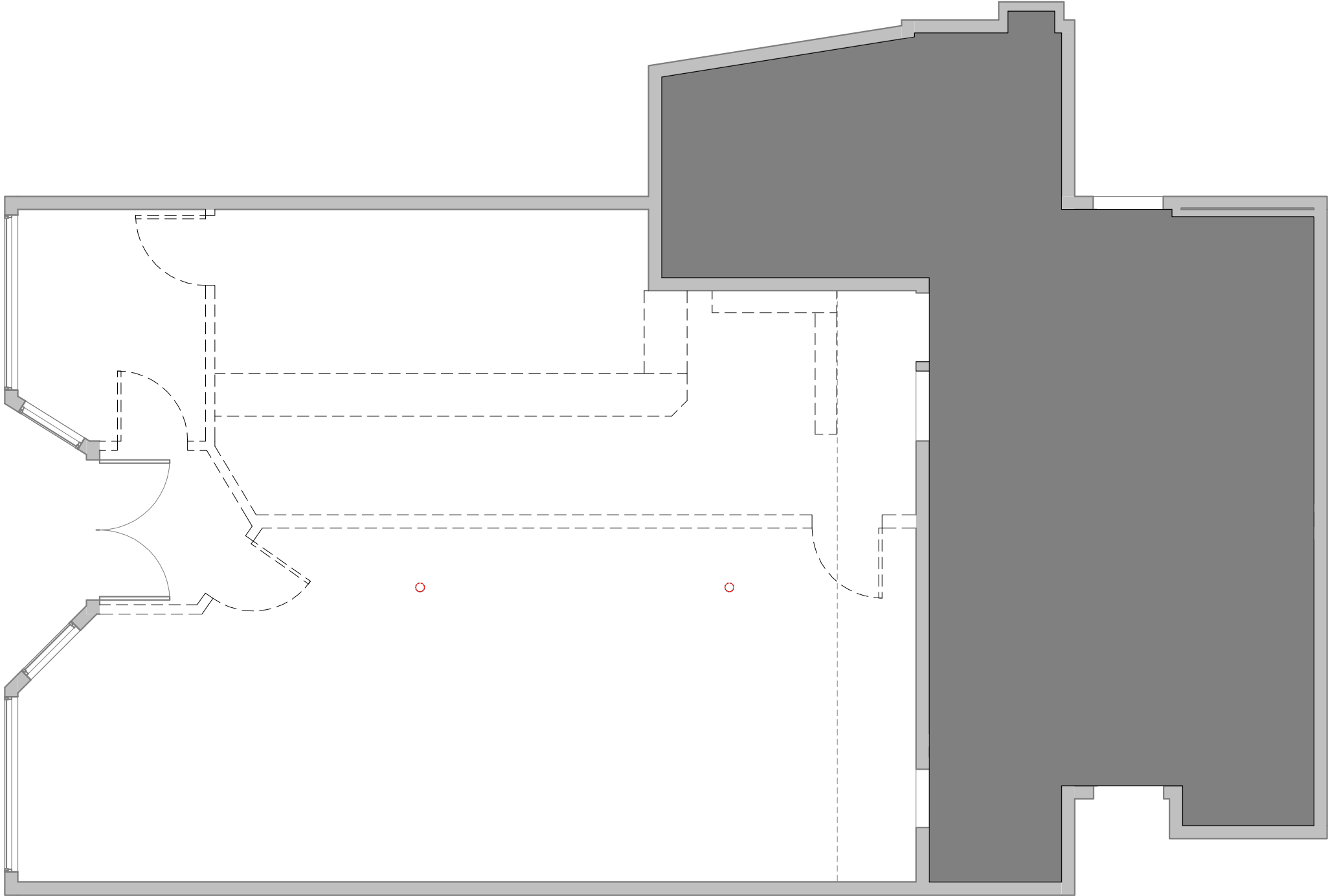
SHEET INDEX

GR.1	ABBREVIATIONS & LEGEND
G0.0	COVER SHEET
A1.0	DEMO FLOOR PLAN
A2.0	FLOOR PLAN
A2.1	ELEC FLOOR PLAN

COVER SHEET

SHEET # G0.0

PLOT DATE: 01/17/2024
ISSUE DATE: 01/17/2024



- GENERAL NOTES:**
- CONTRACTOR SHALL FIELD VERIFY ACTUAL BUILDING CONDITIONS AND DIMENSIONS. WHERE DISCREPANCIES OR CONFLICTS ARE FOUND, NOTIFY ARCHITECT PRIOR TO COMMENCING WORK.
 - DO NOT SCALE OFF OF DRAWINGS.
 - DIMENSIONS ARE TO GRIDLINE, FACE OR CENTER OF FRAMING UNO.
 - STRUCTURAL ELEMENTS SHOWN IN ARCHITECTURAL DRAWINGS FOR REFERENCE ONLY. SEE STRUCTURAL DRAWINGS FOR ALL STRUCTURAL INFORMATION.
 - CONTRACTOR SHALL FULLY PROTECT ALL AREAS ADJACENT TO WORK AREA FROM DUST, FUMES, ODORS AND EXCESSIVE NOISE USING CONSTRUCTION BARRIERS. CONTRACTOR SHALL PREPARE AND SUBMIT FOR REVIEW CONSTRUCTION BARRIER DESIGN PRIOR TO COMMENCING WORK.
 - DEMOLISH AND DISPOSE OF ALL ARCHITECTURAL ITEMS AND ALL WALL, FLOOR AND CEILING FINISHES INSIDE WORK LIMITS, UON. WALL COVERINGS AND RETAIL COUNTERTOP TO BE SALVAGED.
 - REMOVE CAMERAS FROM MOUNTS ANNOTATED FOR DEMOLITION, SAVE TO BE INSTALLED ELSEWHERE IN MODIFIED INTERIOR



XXXX/20XX



126 Seward St
Juneau, AK 99801
Ph #907.586.6150
www.northwindarch.com

← 1" ACTUAL →
IF THE ABOVE DIMENSION DOES NOT MEASURE ONE INCH (1") EXACTLY, THIS DRAWING WILL HAVE BEEN ENLARGED OR REDUCED, AFFECTING ALL LABEL SCALES.

NWA-2348: AK KUSH REMODEL

159 S FRANKLIN STREET
JUNEAU, ALASKA

- LEGEND**
- STRUCTURAL COLUMN
 - EXISTING TO REMAIN
 - - - EXISTING TO BE DEMOLISHED/REMOVED
 - NEW CONSTRUCTION
 - NOT IN SCOPE

SHEET TITLE:
DEMO FLOOR PLAN

CHECKED JB, SCC
DRAWN SP

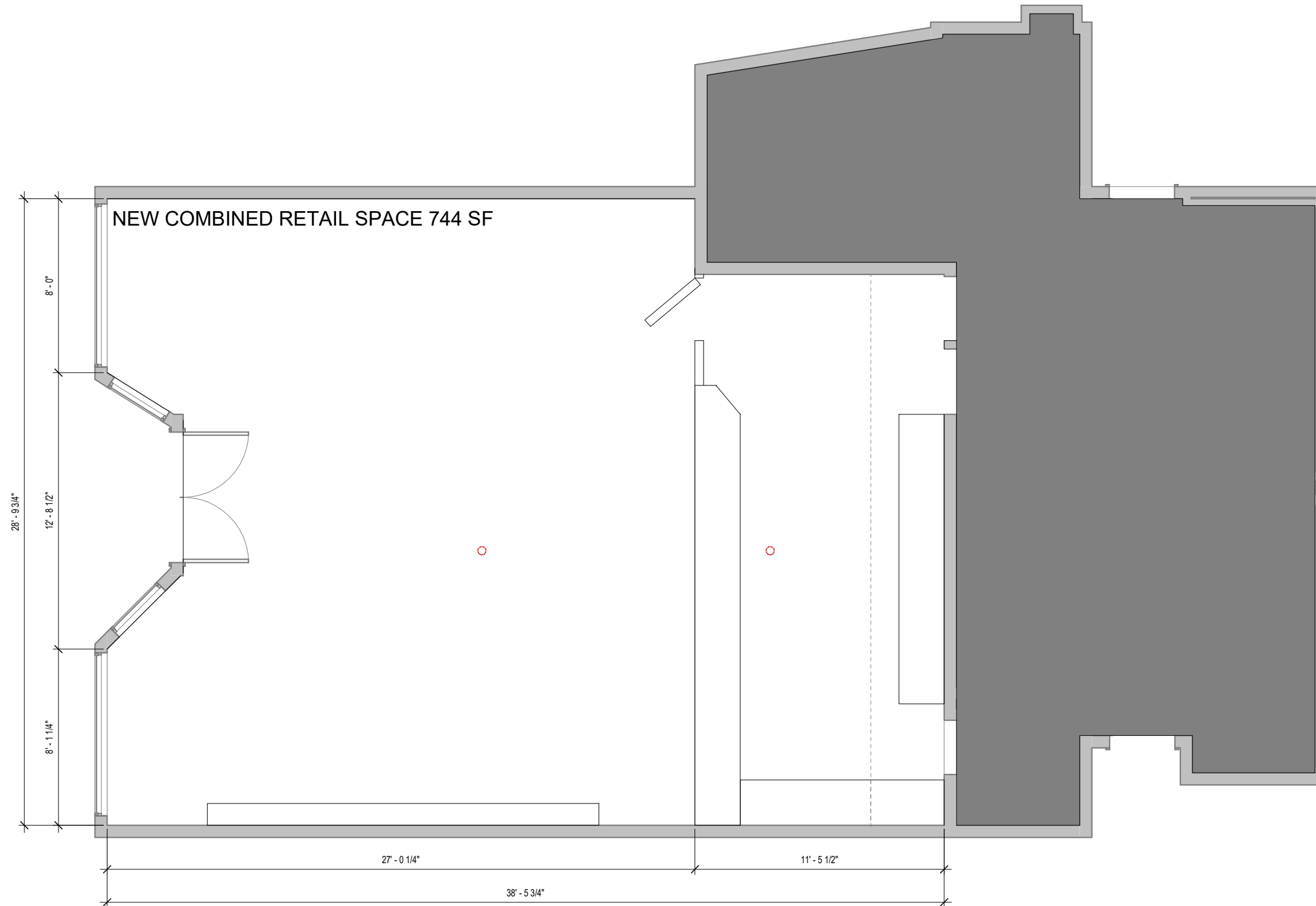
issue	date	description
1	02/01/24	CLARIFICATIONS

SHEET # **A1.0**

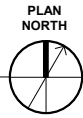
ISSUE DATE 02.01.2024

1 DEMOLITION FLOOR PLAN
3/8" = 1'-0"





1 FLOOR PLAN
3/8" = 1'-0"



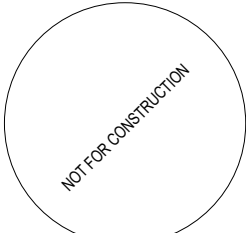
© NorthWind Architects, LLC; Project Number: NWA-0000A

GENERAL NOTES:

1. CONTRACTOR SHALL FIELD VERIFY ACTUAL BUILDING CONDITIONS AND DIMENSIONS. WHERE DISCREPANCIES OR CONFLICTS ARE FOUND, NOTIFY ARCHITECT PRIOR TO COMMENCING WORK.
2. DO NOT SCALE OFF OF DRAWINGS.
3. DIMENSIONS ARE TO GRIDLINE, FACE OR CENTER OF FRAMING UNO.

ZONING NOTES:

- ZONED MU - MIXED USE
- MODIFICATION TO EXISTING CONDITIONAL USE PERMIT TO INCLUDE EXISTING STORAGE ROOM INTO RETAIL SPACE AND MOVE RETAIL COUNTER
- RETAIL FLOOR OCCUPANCY:
744 SF/150= 5 PERSONS



XXXX/20XX



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Juneau, AK 99801
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← 1" ACTUAL →
IF THE ABOVE DIMENSION DOES NOT MEASURE ONE INCH (1") EXACTLY, THIS DRAWING WILL HAVE BEEN ENLARGED OR REDUCED, AFFECTING ALL LABEL SCALES.

LEGEND

- STRUCTURAL COLUMN
- EXISTING TO REMAIN
- NEW CONSTRUCTION
- NOT IN SCOPE

SHEET TITLE:
FLOOR PLAN

CHECKED SCC, JB
DRAWN SP

issue	date	description
1	02/01/24	Clarifications

SHEET # **A2.0**

ISSUE DATE 02.01.2024

NWA-2348: AK KUSH REMODEL

159 S FRANKLIN STREET
JUNEAU, ALASKA