



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	PROPERTY LOCATION									
	Physical Address 5690 Glacier Highway, Unit 19									
	Legal Description(s) (Subdivision, Survey, Block, Tract, Lot) PINEWOOD PARK 1 BL A LT 1 FR									
	Parcel Number(s) 5B1201050010									
	<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 _____									
	LANDOWNER/ LESSEE									
	Property Owner	R&S Rentals	Contact Person Scott Jenkins							
	Mailing Address	P.O. Box 210194, Auke Bay, AK 99821	Phone Number(s) 907-723-8952							
	E-mail Address	iglooracing_1@yahoo.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.										
<table style="width:100%; border:none;"> <tr> <td style="width:50%; text-align:center;"><u>Scott Jenkins</u></td> <td style="width:50%; text-align:center;"><u>Lessee</u></td> </tr> <tr> <td style="text-align:center; font-size:small;">Landowner/Lessee (Printed Name)</td> <td style="text-align:center; font-size:small;">Title (e.g.: Landowner, Lessee)</td> </tr> <tr> <td style="text-align:center;">X <u></u></td> <td style="text-align:center;"><u>04/18/24</u></td> </tr> <tr> <td style="text-align:center; font-size:small;">Landowner/Lessee (Signature)</td> <td style="text-align:center; font-size:small;">Date</td> </tr> </table>			<u>Scott Jenkins</u>	<u>Lessee</u>	Landowner/Lessee (Printed Name)	Title (e.g.: Landowner, Lessee)	X <u></u>	<u>04/18/24</u>	Landowner/Lessee (Signature)	Date
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X <u></u>	<u>04/18/24</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.										
APPLICANT If same as LANDOWNER, write "SAME"										
Applicant (Printed Name)	The Mason Jar, LLC	Contact Person Dennis Lavigne								
Mailing Address	P.O. Box 35264, Juneau, AK 99803	Phone Number(s) 907-723-6508								
E-mail Address	denny@akmasonjar.com									
X <u></u>	<u>4/18/24</u>									
Applicant's Signature	Date of Application									

DEPARTMENT USE ONLY BELOW THIS LINE

Intake Initials JPM

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

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

Case Number USE24-18	Date Received 8/21/24
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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

Application for a 1,412 sq. ft. marijuana retail store at 5690 Glacier Highway, Unit 19.

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: 2.300 Marijuana Retail Store

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

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

SITE AND BUILDING SPECIFICS

Total Area of Lot 18,047 square feet Total Area of Existing Structure(s) 13,294 square feet
Total Area of Proposed Structure(s) 1,412 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

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

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)

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

ALLOWABLE/CONDITIONAL USE FEES				
	Fees	Check No.	Receipt	Date
Application Fees	\$ <u>500-</u>			
Admin. of Guarantee	\$ _____			
Adjustment	\$ _____			
Pub. Not. Sign Fee	\$ <u>50-</u>			
Pub. Not. Sign Deposit	\$ <u>100-</u>			
Total Fee	\$ <u>650-</u>			

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Case Number	Date Received
<u>USE24-18</u>	<u>8-21-24</u>

The Mason Jar, LLC
P.O. Box 35264
Juneau, AK 99803

Project Narrative

The proposed project is a 1,412 square foot marijuana retail store at 5690 Glacier Highway, Unit 19. The proposed site is in an existing commercial building. Other uses of the proposed premises are as listed in **Attachment A**.

Utilities

All utilities for the proposed site of the retail store will be city provided.

Hours of Operation

Proposed hours of operation are 8am to 11pm, seven days a week.

Signage

Exterior signage will include one sign placed on the street-facing side of the building. It will be illuminated, but not in such a way to negatively impact neighboring businesses or residents. It will not exceed the size limits as required by CBJ.

Employees

The store will be operated by one to two employees at a time. Employees will have marijuana handling and food worker certifications as required by the State of Alaska.

Waste Disposal

Our marijuana packaging process creates small amounts of waste in the form of leaf, trim, and stems. Expired marijuana product is also considered waste. All waste will be recorded in a log book and stored in a designated bin in a secure packaging room. Waste will be reported in the marijuana inventory tracking system (METRC) prior to disposal. Processing the waste for disposal involves grinding and mixing the waste with an equal ratio of compostable or non-compostable materials per Alaska Administrative Code: 3 AAC 306.740, and placed in a garbage container for pickup and transport to the CBJ landfill.

Screening Plan

To be in compliance with AS 17.38.070, which makes it unlawful to display marijuana or marijuana products in a manner that is visible to the general public from a public right-of-way, all doors and windows will be lined with a non-transparent adhesive material to completely obscure the view into the retail store from the outside.

CO2/Smoke Detectors

The proposed unit for the retail store will have the required CO2 and smoke alarms to be in compliance with local and state regulations.

Security

The unit's security system will include commercial door hardware, surveillance cameras, and an alarm system to be installed by Doak's Lock & Key and monitored by LJ Alarm Monitoring. The alarm system will include motion sensors in the store during non-business hours. There will be alarm sensors on the door and window. A keypad will be installed to activate/deactivate the alarm system. A security gate will be installed in front of the main entrance if allowed by the property manager.

Cameras will be placed at the interior and exterior of the entrance of the retail unit with an unobstructed view of the entrance. Camera placement is specified on **Attachment B**. Cameras will be placed throughout the retail space (in the main retail area and the safe/packaging room). Cameras will be placed so that there is a clear view of the primary entrance to each area. Cameras will monitor all regular activity with unobstructed views. This will allow for the clear identification of any person and activity in the areas where marijuana is present. Video recording equipment will be housed in a locked area on site. Surveillance cameras will operate 24/7 and have the capability to hold 40 days' worth of footage. The video footage will be archived in a format that does not permit alteration of the recording images. All video surveillance will clearly and accurately display the time and date of recording. It will be surge- and power outage-protected as to not interrupt the recording.

CBJ Comprehensive Plan

The proposed use complies with the CBJ Comprehensive Plan by supporting economic development. This marijuana retail store location will create approximately seven new jobs. Also, by providing an in-demand retail option to the people of Juneau, the business expects to collect a sizeable amount of sales tax for CBJ.

Plans

- A. Floor Plan of Unit 19 – **Attachment B**
Elevation View – **Attachment C**
As-Built – **Attachment D**
Floor Plan of Building – **Attachment E**
- B. The proposed retail space is located in a commercial area with a parking lot. ADA accessible parking spaces are available.
- C. Traffic to and from the proposed site is via one street (Glacier Highway) with a clear entrance/exit.
- D. No new exterior lighting is proposed.
- E. No new vegetation is proposed.
- F. There are no applicable existing physical features of the site (i.e. drainage, eagle trees, hazard areas, salmon streams, wetlands, etc.).

The Mason Jar, LLC

ATTACHMENT A

OTHER USES ON THE PROPOSED PREMISES

5690 Glacier Highway, Unit 19, Juneau, AK 99801

Ground Level

Laundry facility for upper level tenants

39 storage units

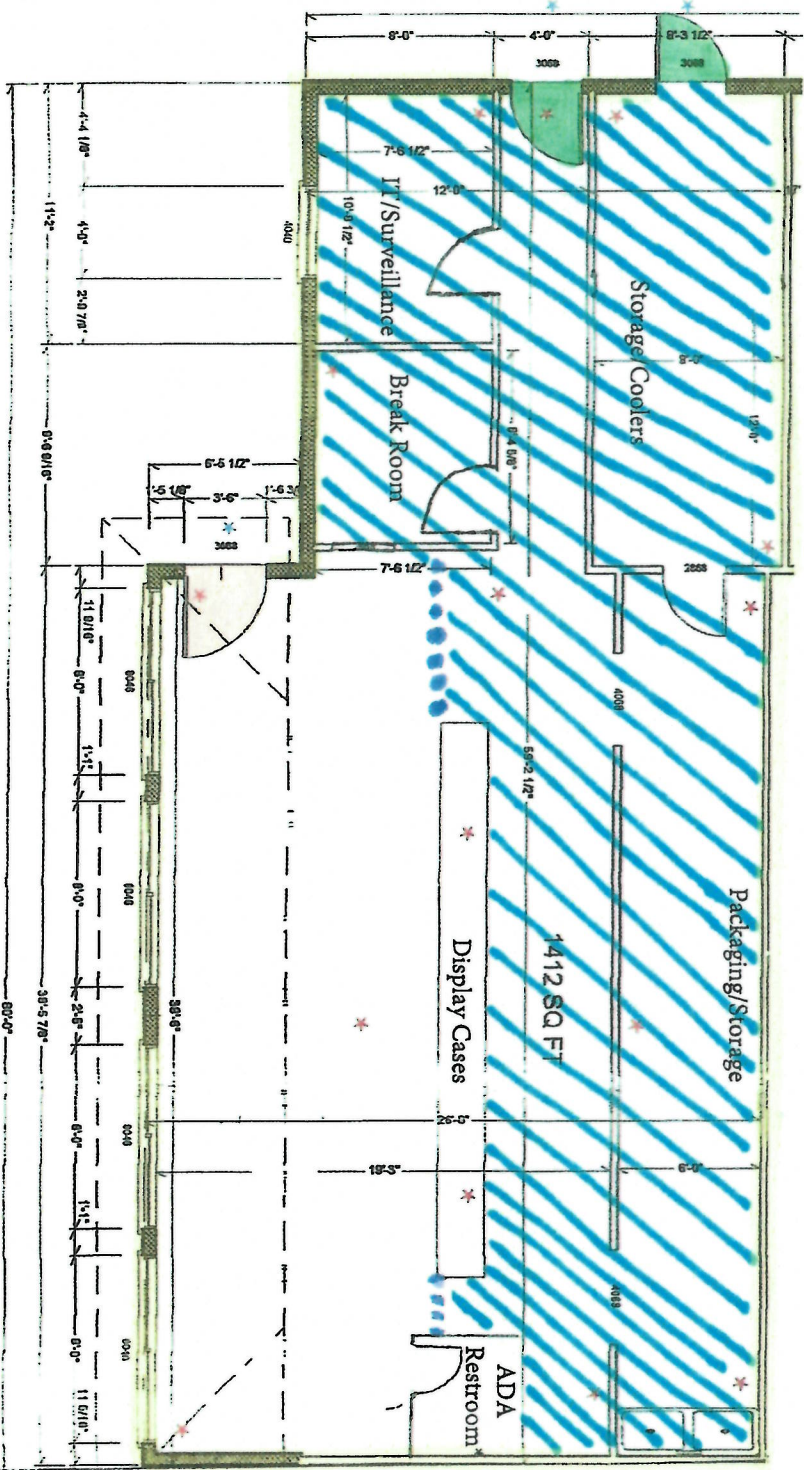
Mechanical room






Upper Level

5 two-bedroom apartments

3 one-bedroom apartments

Attachment B - Floor Plan 5690 Glacier Highway



-  = Licensed Premises
-  = Restricted Access Areas
-  = Retractable Nylon Belt
-  = Secured Door; Not for Public Use
-  = Public Entrance & Exit
- * = Security Camera
- * = Exterior Lighting
- * Restroom Secured; Not for Public Use

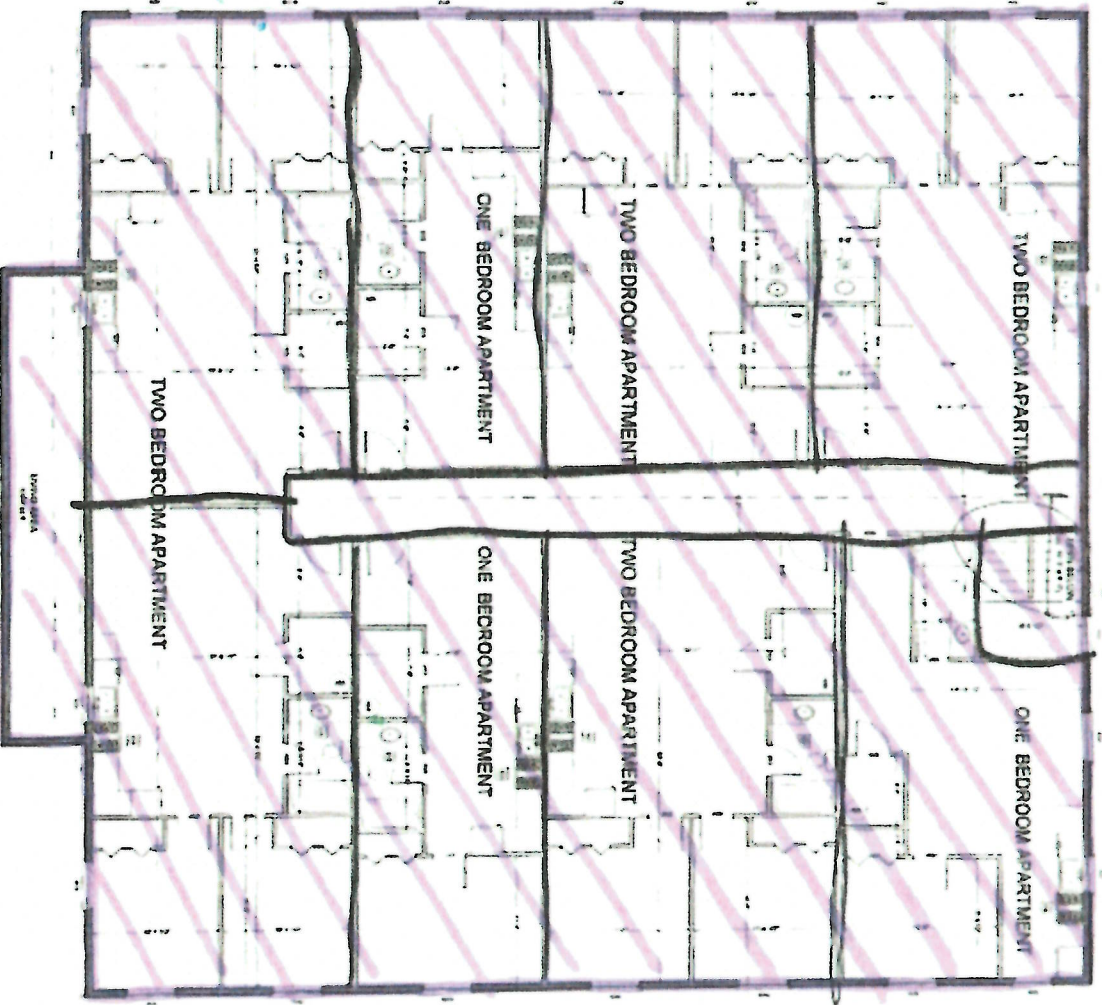
Retail : 463 sq. Ft.
 Restricted Access : 949 sq. Ft.
 Total : 1,412 sq. Ft.

5690 Glacier Highway 2nd Floor







= Unlicensed Premises

All units on the 2nd floor are residential apartments.



Attachment E
The Mason Jar, LLC





5690 Glacier Highway 1st Floor

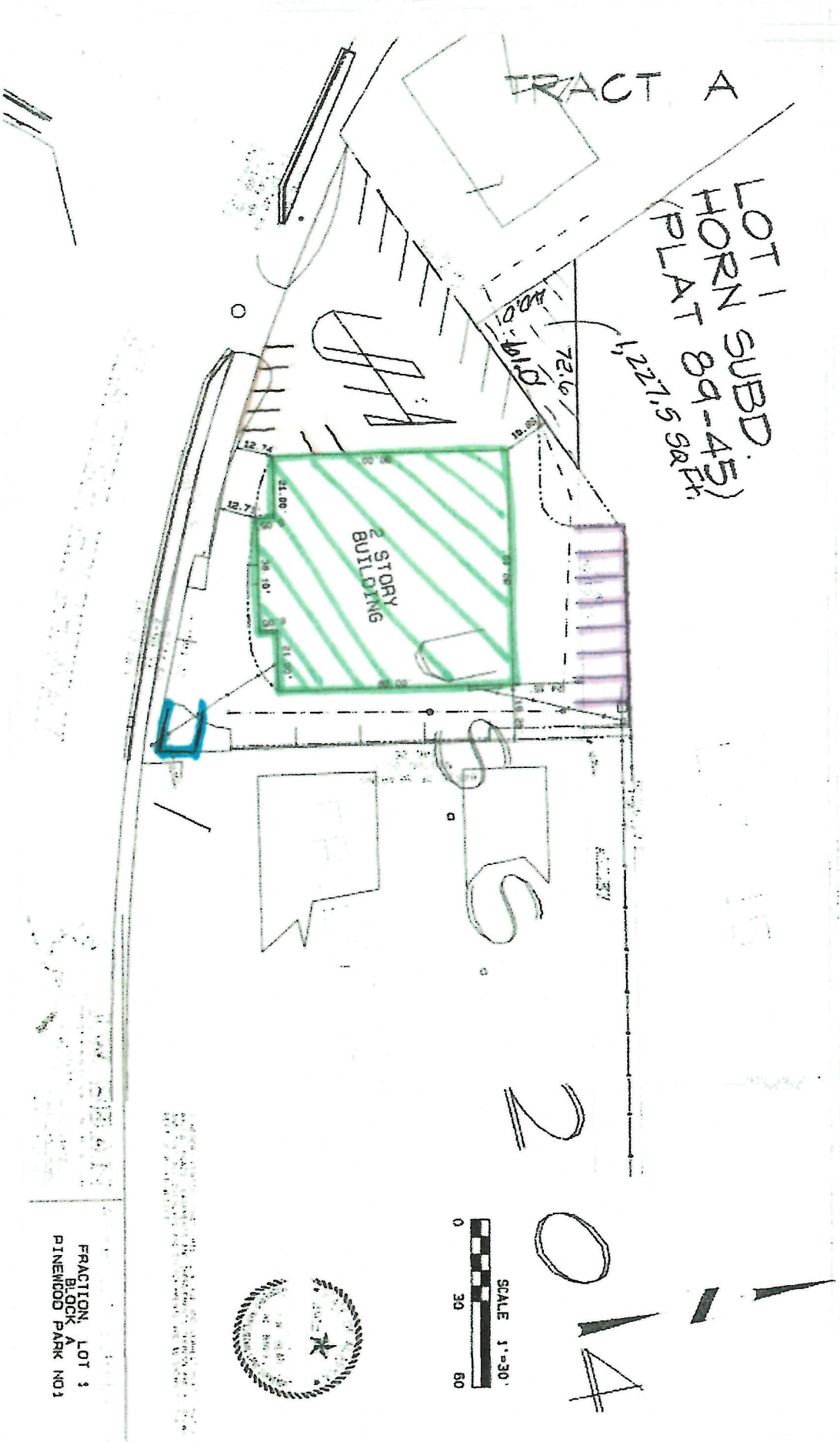
-  = Licensed Premises
-  = Unlicensed Premises
-  = Secured Door, Not for Public Use
-  = Public Entrance/Exit

All other units on the 1st floor are storage unit rentals, except for the laundry facility and mechanical room as shown.



Attachment D
The Mason Jar, LLC

-  = Standard parking for Mason Jar (8'6")
-  = ADA parking (14' x 18')
-  = Upstairs Tenant Parking
-  = Licensed Premises (1st Floor, Unit 19 only)



Attachment C - Elevation View of Existing Buildings



 = Proposed Site

 = Existing Parking

 = Existing Traffic Circulation (Glacier Hwy.)