



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 3800 Mendenhall Loop Road, Juneau, AK 99801		
	Legal Description(s) (Subdivision, Survey, Block, Tract, Lot) USS 2084 LT 1A		
	Parcel Number(s) 5B2401000020		
	<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	Contact Person	
	CITY AND BOROUGH OF JUNEAU & LANDS AND RESOURCES	Dan Bleidorn	
	Mailing Address	Phone Number(s)	
	155 S SEWARD ST, JUNEAU AK 99801	907-586-5252	
E-mail Address			
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.			
	Dan Bleidorn	Lands & Resources Manager	
	_____	_____	
	Landowner/Lessee (Printed Name)	Title (e.g.: Landowner, Lessee)	
X	<i>Daniel Bleidorn</i>	12/30/24	
	_____	_____	
	Landowner/Lessee (Signature)	Date	
	_____	_____	
	Landowner/Lessee (Printed Name)	Title (e.g.: Landowner, Lessee)	
X	_____	_____	
	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)	Contact Person		
Stephanie Banua	SAME		
Mailing Address	Phone Number(s)		
P.O Box 25500, Juneau, AK 99802	907-463-7110		
E-mail Address			
sbanua@tlingitandhaida.gov			
X	<i>Stephanie Banua</i>	11.1.24	
	_____	_____	
	Applicant's Signature	Date of Application	

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

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

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

Case Number USE 24-21	Intake Initials 12/30/2024
Date Received 12/31/24	



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
 Tlingit & Haida Education Center - 3800 Mendenhall Loop Road, formerly known as Floyd Dryden Middle School

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: 3 - We are not changing the use of this building still intended to be used as a school

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

UTILITIES PROPOSED WATER: Public On Site SEWER: Public On Site Intake note: Water/Sewer is public.

SITE AND BUILDING SPECIFICS
 Total Area of Lot N/A square feet Total Area of Existing Structure(s) N/A square feet
 Total Area of Proposed Structure(s) Roughly 27,578 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			
Admin. of Guarantee			
Adjustment			
Pub. Not. Sign Fee			
Pub. Not. Sign Deposit			
Total Fee			

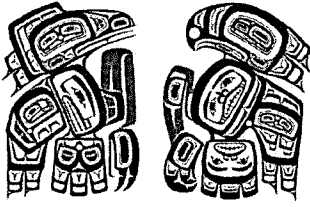
Fees: Application Fees \$500
 Admin. of Guarantee \$
 Adjustment \$
 Pub. Not. Sign Fee \$50
 Pub. Not. Sign Deposit \$100
 Total Fee \$650.00

This form and all documents associated with it are public record once submitted.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

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

Case Number <u>USE24-21</u>	Date Received <u>12/31/24</u>
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Central Council of the Tlingit & Haida Indian Tribes of Alaska

907.586.1432 • 800.344.1432

PO Box 25500 • Juneau, Alaska 99802

TlingitandHaida.gov

October 16, 2024

Stephanie Banua
Director of Facilities & Projects • Tribal Operations
(907) 463-4110
sbanua@tlingitandhaida.gov

CBJ Permitting Department
City and Borough of Juneau
230 S. Franklin Street, 4th Floor Marine View Building
Juneau, AK 99801

Subject: Request for Conditional Use Permit – Tlingit & Haida Education Center

Dear Mr. Quinto,

I am writing to formally request a conditional use permit for the operation of the Tlingit & Haida Education Center at 3200 Mendenhall Loop Road, formerly known as Floyd Dryden Middle School. This facility will serve as a comprehensive early childhood education (ECE) center for children from birth to five years old, as well as offer after-school programs and tutoring services for youth in grades K-12. The estimated total number of children to be enrolled in the ECE programs is 112, with an estimated staff of 60. Below are the details of the programs that will operate within the center:

1. Haa Yoo X'atángi Kúdi (ECE Tlingit Immersion Program for Children Ages 3-5):

- Population: 6 children
- Classrooms: 1
- Description: This pre-kindergarten immersion program, licensed by the State of Alaska, offers instruction entirely in the Lingít language, providing cultural, social, and academic content for children ages 3 to 5. The program runs from late August to May.

2. Head Start (ECE Program for Children Ages 3-5):

- Population: 60 children
 - Classrooms: 3
 - Description: Tlingit & Haida Head Start nurtures cognitive, social, and emotional development, focusing on school readiness for low-income families. The program fosters growth in language, literacy, and health while strengthening family and community connections.
-

3. Early Head Start (ECE Program for Children Ages Birth - 3):

- Population: 16 children
- Classrooms: 2
- Description: This program offers services to infants and toddlers (birth to 3 years) from low-income families, promoting physical, cognitive, social, and emotional development, while empowering parents in their caregiving roles.

4. LEARN Child Care Center (ECE Program for Children Birth - 5):

- Population: 30 children (with potential for an additional 30)
- Classrooms: 3 (infant, toddler, preschool)
- Description: LEARN offers year-round, full-day childcare services for children birth to 5 years old. The center encourages creativity, critical thinking, and social-emotional development through a curriculum based on Alaska's Early Learning Guidelines.

5. After-School Programs and Tutoring for Youth (K-12):

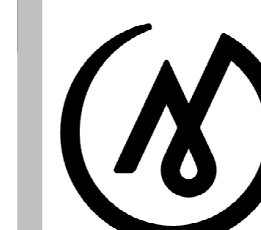
- Population: To be determined based on need
- Classrooms: Flexible use of space based on participation
- Description: The center will also offer after-school programs and tutoring services for youth in grades K-12, focusing on academic support, cultural enrichment, and skill development. These programs aim to help students improve their academic performance while fostering a strong sense of community and cultural identity.

We believe that the Tlingit & Haida Education Center will provide significant educational and cultural benefits to the Juneau community, while addressing the growing demand for early childhood education, after-school care, and academic support. We are committed to ensuring compliance with all zoning and regulatory requirements and are available to provide any additional information or documentation needed to facilitate the review of this request.

Thank you for your consideration of this permit application. We look forward to the opportunity to contribute to the community's educational development.

Sincerely,

Stephanie Banua
K'aahani



MCG
EXPLORE
DESIGN

421 West 1st Avenue, Suite 300
Anchorage, Alaska 99501
907.563.8474 | F 907.563.4572
exploredesign.com

Tlingit & Haida Head
Start, Haa Yoo
X'atángi Kúdi

**Tlingit-Haida
Floyde Dryden
Head Start
Conversion**

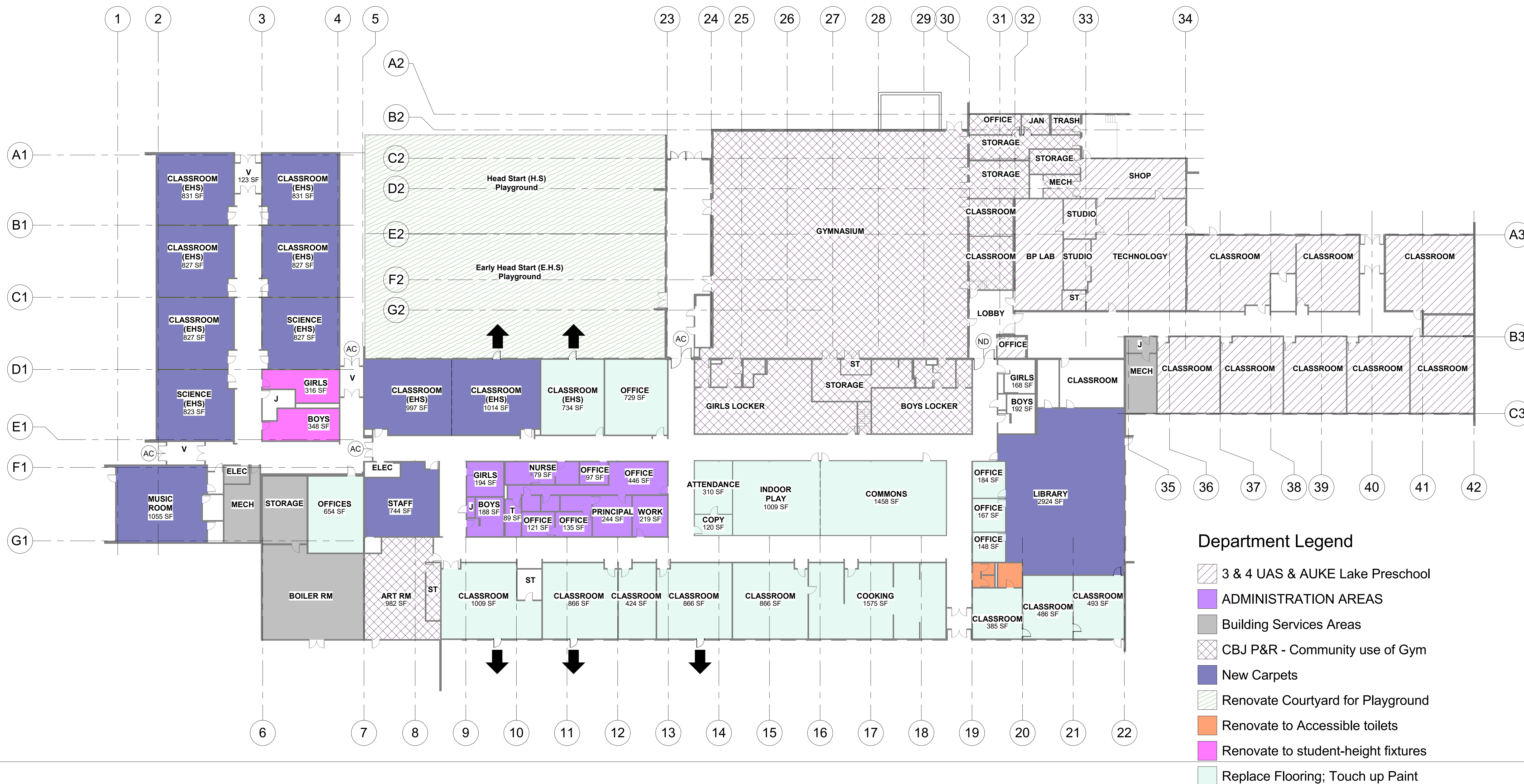
9CQM+22 Mendenhall Way,
Juneau, AK

PROPOSED USES

JOB NO. 2024.061
DATE: 10/15/2024
PROJ. MGR.: GB
DRAWN BY: SP
REVIEWED BY: GB
REVISIONS:

FLOOR PLAN -
LEVEL 1

SHEET NO.
A101



1 PROPOSED USES - FLOOR PLAN

A101 1" = 20'-0"



MCG
EXPLORE
DESIGN

4200 West 10th Street, Suite 100
Anchorage, Alaska 99503
Phone: 907.562.4477
www.mcgdesign.com

Tlingit & Haida Head
Start Near You
Xaling Road

Tlingit-Haida
Floyd Dryden
Head Start
Conversion

800M-75 Inverness Way,
Juneau, AK

PROPOSED USES

AS PLO	2024/01
DATE	10/15/2024
PROJECT	DB
DESIGNER	SP
DATE	DB
PROJECT	DB

PARKING
COUNT

SHEET NO.

A001





(907) 586-0715
 CDD_Admin@juneau.gov
 www.juneau.org/community-development
 155 Heritage Way • Juneau, AK 99801

T&H Education Center – Floyd Dryden

Case Number: PAC2024 0056
 Applicant: CCTHITA
 Property Owner: CBJ School District
 Property Address: 3800 Mendenhall Loop Road
 Parcel Code Number: 5B2401000020
 Site Size: 33.78 acres
 Zoning: D5 – Single Family Residential
 Existing Land Use: TPU 5.100 – Educational

Conference Date: October 30, 2024
 Report Issued: December 5, 2024

DISCLAIMER: Pre-application conferences are conducted for the purpose of providing applicants with a preliminary review of a project and timeline. Pre-application conferences are not based on a complete application and are not a guarantee of final project approval.

List of Attendees

Note: Copies of the Pre-Application Conference Report will be emailed, instead of mailed, to participants who have provided their email address below.

Name	Title	Email address
Stephanie Banua, Director of Facilities & Projects for CCTHITA	Applicant	SBanua@tlingitandhaida.gov
Ilsa Lund Jolene Murphy	Planning	Ilsa.Lund@juneau.gov Jolene.Murphy@juneau.gov
Jeff Hedges	Building	Jeffrey.Hedges@juneau.gov
David Sevdy	Permit Center	David.Sevdy@juneau.gov
Dan Bleidorn	Lands and Resources	Dan.Bleidorn@juneau.gov
Theresa Ross	Capital City Fire	Theresa.Ross@juneau.gov

Conference Summary

Questions/issues/agreements identified at the conference that weren't identified in the attached reports. The following is a list of issues, comments and proposed actions, and requested technical submittal items that were discussed at the pre-application conference.

Project Overview

Tlingit & Haida is proposing to use the existing structure previously housing Floyd Dryden Middle School as a campus for early childhood education and K-12 after-school programs.

Planning Division

1. **Zoning** – D5
2. **Table of Permissible Uses** – 5.100, requires a Conditional Use Permit
3. **Subdivision** – N/A
4. **Setbacks** – 20 ft. front and rear, 5 ft. sides

5. **Height** – 35 ft.
6. **Access** – Mendenhall Loop Rd.
7. **Parking & Circulation** – 2 parking spaces required per classroom (18+).
8. **Lot Coverage** – 50% maximum
9. **Vegetative Coverage** – 20% minimum
1. **Lighting** – Exterior lighting may not shed light or glare above the roofline of the building or beyond the property line of the site. Industrial and exterior lighting shall not be used in a manner that produces glare on public highways or neighboring property.

Prior to issuance of a building permit, the applicant shall submit a lighting plan illustrating the location and type of exterior lighting proposed for the development. Exterior lighting shall be designed and located to minimize offsite glare. Approval of the plan shall at the discretion of the Community Development Department, according to the requirements at §49.40.230(d) All exterior lighting fixtures shall be of a "full cutoff" design.

10. **Noise** – Not expected to be out of character with previous use.
11. **Flood** – Yes; however, the structure is not located within the flood zone.
12. **Hazard/Mass Wasting/Avalanche/Hillside Endorsement** – N/A
13. **Wetlands** – None
14. **Habitat** – (Eagle – remind applicant to check with Feds; Riparian, etc.) – Check with the U.S. Fish and Wildlife on the presence of eagle nests in the area. The presence of eagle nests may impact construction scheduling. No anadromous waterbodies are on the subject parcel, or within 50 feet.
15. **Plat or Covenant Restrictions** – None
16. **Traffic** – A Traffic Impact Analysis may be required.

17. **Nonconforming situations** – N/A
18. **Noncompliant situations** – The digital sign by the roundabout is unpermitted and not permissible. All signs installed in CBJ require a sign permit. See attached regulations.

Building Division

19. **Building** – No issues with this use permit.
20. **Outstanding Permits** – No outstanding building permits.

General Engineering/Public Works

21. **Engineering** – The plan shall include a water and sewer fixture schedule if changes are made to these quantities. A new water info sheet may be required to determine if the water line needs upgrade. The sewer fixture count should be called out if changes are made there. A CBJ water meter will continue to be required in the commercial building.
22. **Drainage** – It does not appear that drainage will be changed as part of the project. Please advise if this is incorrect or changes.
23. **Utilities** – See Engineering for CBJ water and sewer. Other utilities by others.

Fire Marshal

24. **Fire Items/Access** – No comments at this time.
-

Other Applicable Agency Review

25. DOT&PF will be contacted to provide feedback during the Conditional Use Permit Review

List of required applications

Based upon the information submitted for pre-application review, the following list of applications must be submitted in order for the project to receive a thorough and speedy review.

1. Development Permit Application signed by landowner (Dan Bleidorn – CBJ Lands and Resources Manager)
2. Conditional Use Permit (CUP) Application
3. Sign Permit Application – submitted after CUP approval when building permits are applied for.

Additional Submittal Requirements

Submittal of additional information, given the specifics of the development proposal and site, are listed below. These items will be required in order for the application to be determined Counter Complete.

1. A copy of this pre-application conference report.

Fee Estimates

The preliminary plan review fees listed below can be found in the CBJ code section 49.85.

Based upon the project plan submitted for pre-application review, staff has attempted to provide an accurate estimate for the permits and permit fees which will be triggered by your proposal.

1. \$500 – Class II Conditional Use Permit
2. \$50 – Sign Permit (\$50.00 covers the first two signs, each additional sign is \$20.00)

For informational handouts with submittal requirements for development applications, please visit our website at www.juneau.org/community-development.

Submit your Completed Application

You may submit your application(s) online via email to permits@juneau.gov

OR in person with payment made to:

City & Borough of Juneau, Permit Center
230 South Franklin Street
Fourth Floor Marine View Center
Juneau, AK 99801

Phone: (907) 586-0715

Web: www.juneau.org/community-development

Attachments:

49.15.330 – Conditional Use Permit

49.45 – Signs

Development Permit Application form

Conditional Use Permit Application form

Sign Permit Application form
