





# SUBDIVISION AND DEVELOPMENT PLAN APPLICATION

See subdivision hand-outs 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.**

## PROJECT SUMMARY

Seet Kanax Duteen Subdivision - A Subdivision of Tract II, Subdivision of Fraction of USS 2135 creating Lots 1-25 and Tract A & B

Number of Existing Parcels 1 Total Land Area 17.624 ac Number of Resulting Parcels 27

## HAS THE PARCEL BEEN CREATED BY A MINOR SUBDIVISION IN THE PRECEDING 24 MONTHS

NO  YES Case Number \_\_\_\_\_

## TYPE OF SUBDIVISION OR PLATTING APPROVAL REQUESTED

### MINOR DEVELOPMENT

(changing or creating 13 or fewer lots)

- Preliminary Plat (MIP)
- Final Plat (MIF)
- Panhandle Subdivision
- Accretion Survey
- Boundary Adjustment
- Lot Consolidation (SLC)
- Bungalow Lot Subdivision
- Common Wall/Zero Lot Subdivision
- Other \_\_\_\_\_

### MAJOR DEVELOPMENT

(changing or creating 14 or more lots)

- Preliminary Plat (SMP)
- Final Plat (SMF)
- Preliminary Development Plan - PUD (PDP)
- Final Development Plan - PUD (PDF) Preliminary
- Development Plan - ARS (ARP) Final
- Development Plan - ARS (ARF)
- Bungalow Lot Subdivision
- Common Wall/Zero Lot Subdivision
- Other \_\_\_\_\_

## ALL REQUIRED DOCUMENTS ATTACHED

- Pre-application conference notes
- Narrative including:
  - Legal description(s) of property to be subdivided
  - Existing structures on the land
  - Zoning district
  - Density
  - Access
  - Current and proposed use of any structures
  - Utilities available
  - Unique characteristics of the land or structure(s)

Preliminary Plat checklist

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

SUBDIVISION/PLATTING FEES	Fees	Check No.	Receipt	Date
Application Fees	\$ <u>2,970</u>	<u>27 lots</u>		
Admin. of Guarantee	\$ <u>-</u>	<u>@ \$110</u>		
Adjustment	\$ <u>150.00</u>	<u>PUB notice.</u>		
<b>Total Fee</b>	\$ <u>3,120.00</u>			

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

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

Case Number <u>SMP24-001</u>	Date Received <u>11/4/24</u> 
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October 16, 2023

City and Borough of Juneau

[permits@juneau.gov](mailto:permits@juneau.gov)

Re: Seet Kanax Duteen Subdivision Narrative

The purpose of this memorandum is to and to provide a narrative for the subject project, satisfy the requirements of the City and Borough of Juneau's Subdivision and Development Plan Application, and address the requirements in the Article II - Hillside Development in the City and Borough of Juneau Code of Ordinances (excerpts from the code along with answers and/or references to specific locations within the design plans are shown below).

### **Development Narrative:**

The purpose of this subdivision is to allow for the development of 25 new lots and future development of the 2 remaining tracts. These lots will be used for single and multifamily housing to help alleviate housing needs in the Juneau/Douglas area. A road will be developed in accordance the submitted design plans to provide access to these new parcels. Municipal water, sewer, and power will also be installed.

### **Development Plan Application and Pre-Application Conference Items:**

#### *Legal Description:*

The legal description for the parcel to be subdivided is Tract II, USS 2135 as shown on Plat 273

#### *Existing Structures on the Land:*

There are no existing structures on this parcel. The only development on this land is a logging road with a gate.

#### *Zoning District/Density:*

The zoning for this parcel is D-18 multi-family. The proposed use is individual parcels with single and multi-family houses.

#### *Access:*

The parcel is accessed from N Douglass Highway. The proposed ROW will be 60' in width. The first phase will provide a single entry point with a loop. The second phase will provide a second entry/exit point from/to N Douglas Highway using the adjoining property and a platted ROW.

#### *Current and Proposed Use of Any Structures:*

There are currently no structures on this parcel. The proposed plat calls for 27 parcels and 25 new housing structures.

*Utilities Available:*

An existing sewer manhole is located on the shoulder of N. Douglas Highway at the subdivision entrance. This manhole would be utilized for all sewer needs on this parcel. A water line is located in N. Douglas Highway, but the pressure is not adequate to supply the new subdivision. A booster station and possible water tank may need to be installed to service the subdivision.

*Unique Characteristics of the Land or Structure(s):*

The land is steep and requires steeper than usual road grades. A road grade of 15% will be required to access and develop the property.

*PAC 2023 0023 Item 1-4, 6-9, 11, 15, 17-18:*

No comment. Agreed.

*PAC 2023 0023 Item 5 - Traffic Impact Analysis:*

Not yet performed.

*PAC 2023 0023 Item 10 - Noise:*

Note included in the design plans.

*PAC 2023 0023 Item 12 – Hazard/Mass Wasting/Avalanche/Hillside Endorsement:*

Hillside Endorsement included below.

*PAC 2023 0023 Item 13 - Wetlands:*

A wetlands delineation was performed by Kai Environmental and a USACOE permit was submitted.

*PAC 2023 0023 Item 14 - Habitat:*

Performed as part of the USACOE permit process.

*PAC 2023 0023 Item 16 - Traffic:*

Analysis not yet performed.

*PAC 2023 0023 Item 19(a-c) – Engineering:*

A 35% design plan is included with this submittal. This plan includes typical sections and drainage systems; but does not include booster station, water reservoir, etc. The proposed development is to be greater than 1 acre, so a Notice of Intent will have to be filed with ADEC and a Storm Water Pollution Prevention Plan will have to be developed by the contractor. The next phase of the design plans will include an Erosion and Sediment Control Plan with notes for the proposed development. This plan will most likely utilize perimeter controls in the form of silt fences and straw wattles, construction entrances/exits, vegetative buffers, inlet protections in the form of straw bales and geotextile fabrics, and rock check dams. The finished site will be fully

stabilized with developed roadways, rocked embankments, and seeded slopes. The finished storm drain structures will be comprised of curb and gutter, ditches, and culverts that convey water to existing storm drain culverts in the ditch line of the Douglas Highway. There are (2) existing 24" CPPs that convey and discharge storm water across the Douglas Highway and onto "NIELS LT 2" property.

*PAC 2023 0023 Item 20 – Drainage:*

Drainage easements will be pursued to preserve these drainage structures. See the drainage narrative above. A drainage plan will be submitted with the final design plans.

*PAC 2023 0023 Item 21 – Utilities:*

See design plans.

*PAC 2023 0023 Item 22 – Fire Items/Access:*

Booster station will be incorporated into the next design phase. The booster pump will be designed to meet 25 psi at the highest point. The design engineer will work with CBJ to ensure the correct flow rate and psi is achieved.

*PAC 2023 0023 Item 23&24 – Other Applicable Agency Review:*

- a) AKDOT&PF Driveway Permit – Will be applied for after preliminary plat approval
- b) ADEC ESPR Wastewater Division Approval to Construct - Will be applied for after preliminary plat approval
- c) ADEC Drinking Water Division Approval to Construct - Will be applied for after preliminary plat approval
- d) APDES SWPPP NOI - Will be applied for before construction
- e) USACOE permit (PENDING)

**Hillside Endorsement**

*49.70.240 - Application.*

*The application shall be accompanied by the following materials, which shall be signed and stamped by a civil engineer, architect, geologist or land surveyor licensed in the State of Alaska:*

- (1) A vicinity map, at a clear and legible scale, showing roads, place and street names and natural waterbodies.*

See the (2) vicinity maps at the end of this document. Generally, the existing site slopes from the hillside to the southwest down to the Douglas Highway. Receiving storm drain structures are located in the southwest side ditch line of Douglas Highway. These storm drainage structures convey storm water across Douglass Highway to the marine waters of Gastineau Channel.

- (2) Site maps, showing the present condition of the site at a clear and legible scale compatible with the size of the development and including:*
  - (A) Two-foot contours for flat terrain or five-foot contours for steep terrain and extending 50 feet in all directions beyond the development site; 12 percent line, 30 percent line;*

See existing conditions, overall site plan, and plan and profile sheets.

*(B) Water bodies, tidelands and drainage ways from the development site to accepting natural waterbody;*

See existing conditions, overall site plan, plan and profile sheets, and the (2) vicinity maps at the end of this document. Generally, all storm water is conveyed to Gastineau Channel.

*(C) Lot boundaries and easements for the site and adjacent lots; and*

See design plans and preliminary plat.

*(D) Existing improvements on the site and adjacent lots, including structures, roads, driveways and utility lines.*

See existing conditions sheet. This parcel is mostly vacant and forested with a single logging road providing access currently.

*(3) The application shall include a finished proposed site plan at a clear and legible scale that includes the following information:*

*(A) Finished grade at two-foot contours for flat terrain or five-foot contours for steep terrain and extending 50 feet in all directions beyond the development site; 12 percent line, 30 percent line.*

See design plans

*(B) Water bodies, tidelands and drainage ways, and temporary and permanent drainage systems from the development site to the accepting natural waterbody.*

See design plans. Generally, all storm water is conveyed to Gastineau Channel via ROW and culverts.

*(C) Lot boundaries, easements, and setback lines.*

See design plans and preliminary plat.

*(D) The location of improvements including structures, roads, driveways, utility lines, culverts, walls and cribbing.*

See design plans.

*(E) Clearing limits of existing vegetative cover.*

See design plans. The clearing limits are 5' beyond the finish grade slope catch line.

*(F) A cross section of the development site.*

See section views.

- (4) *The application shall include detailed engineering drawings of roads, driveways, parking areas, structural improvements for foundations, off-site stormwater runoff systems; cross sections and road elevations.*

See design plans.

- (5) *A description of the source and type of any off-site fill, and the site for depositing excess fill.*

Any unsuitable material removed from the site will be disposed at an approved waste site provided or sourced by the contractor. Imported fill will come from a commercial rock source provided or sourced by the contractor.

- (6) *A landscaping plan, including all trees to be retained in excavation areas, all plant species and locations; temporary slope protection measures; erosion and siltation control measures; seeding or sodding materials, a planting and maintenance program; and methods of stabilization and protection of bare slopes.*

All exposed slopes and pads will be stabilized to 2H:1V or 1.5H:1V with embankment or armor rock. An ESCP is included in the design plans.

- (7) *An engineering geologic report, including a summary of the relevant surface and bedrock geology of the site, a discussion of active geologic processes with conclusions and recommendations regarding the effect of geologic factors on the proposed development; data regarding the nature, distribution and relevant parameters of existing soils, recommendations for grading procedures; design criteria for corrective measures as necessary, and recommendations covering the suitability of the site for the proposed development.*

The geologic report is pending. This investigation will consist of digging test holes along the ROW with an excavator. The holes will be cataloged in a report that will describe the depth, soil strata, bedrock, water table, etc. In general, the site is believed to be shallow bedrock covered by overburden and vegetation. The slope of the property where development will occur is >12%. A portion of the road is proposed to be 15% to reduce significant soil cuts. The roadway will be fully stabilized and the fore slopes will be 2H:1V with seeding or 1.5H:1V with armoring. The building pads are not yet designed, but will generally be shotrock and fully stabilized. A copy of the geologic report will be submitted as soon as it is available.

- (8) *A work schedule, by phase.*

Construction is anticipated to begin in mid 2024. Construction of all site work, utilities, and structures is anticipated to take 8-12 months.

- (9) *Such other different or more detailed submissions as may be required.*

No comment.

**Attachments:**

- 1) Preliminary Plat Subdivision – Application
- 2) Preliminary Plat Checklist
- 3) PAC23-023 Final Notes (Pre-App Conference Notes)
- 4) Development Permit Application
- 5) (5) 24x36 Preliminary Plat and Worksheet
- 6) Certificate to Plat w/Supporting Docs
- 7) Lot Closure Reports
- 8) 35% Design Plans
- 9) USACOE Application
- 10) Fee (27 proposed lots = \$2,700) (to be paid by applicant)

Please call or email me with questions. 907-225-7917 ext. 2 or [jteune@rmketchikan.com](mailto:jteune@rmketchikan.com)

Sincerely,

R&M Engineering-Ketchikan, Inc.

Joel Teune, P.E.















(907) 586-0715  
 CDD\_Admin@juneau.org  
 www.juneau.org/community-development  
 155 S. Seward Street • Juneau, AK 99801

## N Douglas Major Subdivision

Case Number: PAC2023 0023  
 Applicant: Loraine DeAsis  
 Property Owner: Tlingit/Haida Regional Housing Authority  
 Property Address: ¼ mile North Douglas HWY/US 2135 Tract II.  
 Parcel Code Number: 6D0601090020  
 Site Size: 767,527sqft/17.62ac.  
 Zoning: D18  
 Existing Land Use: Vacant

Conference Date: July 12, 2023  
 Report Issued: August 24, 2023

**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
Lorraine DeAsis Ralph Weatherby Joel Teune Jacki Kus.een Pata	Applicant	<a href="mailto:LDeAsis@thrha.org">LDeAsis@thrha.org</a> <a href="mailto:RWeatherby@thrha.org">RWeatherby@thrha.org</a> <a href="mailto:Joel@rmketchikan.com">Joel@rmketchikan.com</a> <a href="mailto:JPata@thrha.org">JPata@thrha.org</a>
Jennifer Shields David Peterson	Planning	<a href="mailto:Jennifer.Shields@juneau.gov">Jennifer.Shields@juneau.gov</a> <a href="mailto:David.Peterson@juneau.gov">David.Peterson@juneau.gov</a>
Sydney Hawkins	Permit Tech	<a href="mailto:Sydney.Hawkins@juneau.gov">Sydney.Hawkins@juneau.gov</a>
Bridget LaPenter	General Engineering	<a href="mailto:Bridget.LaPenter@juneau.gov">Bridget.LaPenter@juneau.gov</a>

## 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

Materials Received:

- PAC meeting Request and project summary email.
- R&M Engineering Site plan.

*“Tract II, Plat 273, US Survey 2135 on North Douglas Island (Per Dept of Natural Resources Records) 17.624 acres zoned D-18 multifamily, formerly owned by the Catholic Church. There are 48 boxes on the attachment I sent, but only 27 are numbered as that is the proposed first phase. This has not been formally discussed with staff before. We are requesting this meeting to formally discuss this project so we can start working on the packet to get the development approved and engineering started.” – Lorraine DeAsis*

Major Subdivision Process Outline: (Per 49.15.402)

1. Preliminary Plat Submittal to include: (NOTE: Prelim Plat Review Process may take up to 2 months to complete.)
  - a. Filled application.
  - b. Narrative
  - c. PAC Notes from meeting.
  - d. Pay application Fee.
  - e. Submit PDF original of preliminary plat for department circulation.
  - f. HAZMAT/Environmental hazard report if applicable.
2. Public notice will be sent to neighbors within 500 feet of subdivision.
3. Issuing of recommendation of decision will be submitted to Planning Commission (PC) for consideration.
4. Notice Of Decision (NOD) will be issued post PC meeting.
  - a. Conditions for subdivision may be required.
  - b. Plat notes added to Final Plat.
5. Final Plat Application to be submitted with appropriate fee.
  - a. Final Plat review.
6. Note: Approval of each phase may happen all at once; OR, if subsequent phases are subject to change, changes/alterations from the approved prelim plat will require PC approval.
7. The Chair of the Commission shall sign the final plat upon final determination that the Final Plat meets all of the requirements of this title.
  - a. Property Taxes will need to be paid prior to Final Plat recording.
  - b. Bonding for all improvements will need to be established prior to final plat recording.



**Planning Division**



- 1. **Zoning** – D18 – 18 units per acre.
  - i. Minimum lot size – 5,000sqft. Bungalow lot size – 2,500sqft.
  - ii. Minimum lot width – 50ft. Bungalow lot width – 25ft.
  - iii. Maximum Lot coverage – 50%

**Table of Permissible Uses –**

- b. One Single Family detached per lot.
    - i. Accessory apartment allowed with Conditional Use Permit.
  - c. One Duplex allowable per lot.
    - i. Multifamily structure allowed with Conditional Use Permit.
- 2. **Subdivision** – Proposed Subdivision Name: Seet Kanax Duteen.
- 3. **Setbacks** – Per 49.25.400(note 3) Where one district abuts another, the greater of the two setbacks is required for both uses on the common property line. Subject property abuts D3 zones.
  - a. D18 - Front: 20ft; Rear: 10ft; Side: 5ft; Street Side: 13ft.
  - b. D3 – Front: 25ft; **Rear: 25ft; Side: 10ft;** Street Side: 17ft.

**NOTE:** Lots 2-6; Lots 23-26; Lot 27; Potentially Tract 'A'; would be required to adopt the D3 setback along the side abutting the D3 zones.

4. **Height** – Permissible: 35ft; Accessory/Bungalow: 25ft.

5. **Access – 49.35.250**

- a. (a) *Principal access to the subdivision.* Except as provided below, the department shall designate one right-of-way as principal access to the entire subdivision. Such access, if not already accepted for public maintenance, shall be improved to the applicable standards for public acceptance and maintenance. It shall be the responsibility of the subdivider to pay the cost of the right-of-way improvements.

Ref. 49.35.240 Table of Roadway construction Standards. For Right of Ways with 212-499 Average Daily Trips (ADT), applicant may need to perform and submit a Traffic Impact Analysis. Sidewalk, curb and gutter will be required along one side. The travel way width shall be 24 feet. The ROW shall be 60 feet in width, with paved roadway. ROW will be Publicly Maintained once adopted by CBJ.

6. **Parking & Circulation**– Developer must submit documentation to demonstrate that applicable parking code requirements have been met, in conformance with this chapter.

- a. Single Family/Duplex – 2 spaces per unit.
- b. Accessory apartments – 1 space per unit.

7. **Lot Coverage** – D18: Maximum Lot coverage – 50%.

8. **Vegetative Coverage** – D18: 30% Minimum Allowable/Bungalow/Conditional.

9. **Lighting** – N/A

10. **Noise** – Per 42.20.095(c) - *Construction of buildings and projects.* It is unlawful to operate any pile driver, power shovel, pneumatic hammer, derrick, power hoist, or similar heavy construction equipment, before 7:00 a.m. or after 10:00 p.m., Monday through Friday, or before 9:00 a.m. or after 10:00 p.m., Saturday and Sunday, unless a permit shall first be obtained from the City and Borough building official. Such a permit shall be issued by the building official only upon a determination that such operation during hours not otherwise permitted under this section is necessary and will not result in unreasonable disturbance to surrounding residents. The building official may revoke any noise permit after making written findings that the construction activity has resulted in unreasonable disturbance to surrounding residents or that operation during hours not otherwise permitted is not necessary.

11. **Flood** – N/A

12. **Hazard/Mass Wasting/Avalanche/Hillside Endorsement** – Per 49.70.210(a)(2) - A hillside endorsement will be required for any excavation of slopes in excess of 18%. CBJ GIS site indicates slopes of ~40% are present on property.

13. **Wetlands** – No recorded wetlands present in CBJ records. If wetlands are discovered on parts of the proposed development, special regulations may apply.

14. **Habitat** – 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** – TBD

16. **Traffic** – Per 49.40.300(a)(3) – A Development projected to generate more than 250 average daily trips (ADT) but fewer than 500 ADT shall be required to have a traffic impact analysis if the Community Development Department Director determines that an analysis is necessary based on the type of development, its location, the likelihood of future expansion, and other factors found relevant by the Director.

### **Building Division**

17. **Building** – N/A  
18. **Outstanding Permits** – N/A

### **General Engineering/Public Works**

19. **Engineering** –

- a. To adhere to 49.15.402 (C) (4) (E) CBJ requests a submittal of a preliminary construction plan with typical section of the streets, pedestrian ways, and storm water management proposed. At the preliminary phase, these items do not need to be designed by an engineer.
- b. At the time of preliminary plat submittal, submit an erosion control report explaining the method by which the applicant proposes to control erosion and manage runoff, and potential impacts to adjacent properties or water bodies. The report shall include a plan for preservation of ground cover in areas where runoff and resulting erosion need to be minimized.
- c. Construction plans are to be submitted after the approval of the preliminary plat and before final plat submission. Construction plans must adhere to [49.35.140](#) and must be signed and stamped by Alaskan licensed engineers for each discipline. Construction plans for this layout of development do not need to include all phases of full buildout of development. For specific requirements, please refer to CBJ code by visiting: <http://www.juneau.org/cddftp/ordinances.php> and referencing chapter 49.35 – Public and Private Improvements.

20. **Drainage** –

- i) Drainage easements across North Douglas Highway are unlikely to exist for this parcel, though this has not been vetted by the General Engineering department. Neighbors downhill of the development location have historically been concerned about storm drainage. The developer will need to obtain easements to increase flow into any existing uneased drainages across private property to the receiving water (Gastineau Channel).

A drainage report with the submittal of the preliminary plat does not need to be engineered. At the time of construction plan submittals, a drainage plan must be submitted and must be signed and stamped by an Alaska-licensed engineer.

21. **Utilities** – (water, power, sewer, etc.) At time of preliminary plat, a draft plan for the proposed water and sewer lines shall be submitted showing existing installed utilities including line sizing and connection points with elevations. The applicant will also be required to provide a water system study to determine losses in the line and elevation to which they may develop.

### **Fire Marshal**

22. **Fire Items/Access** – Water pressure: the fire hydrant at bottom of driveway on North Douglas Hwy is at 74 psi static pressure (66psi @ 1275gpm). Applicant will need to install a booster pump in the main fire



line to be able to provide a minimum of 25 psi to the farthest proposed property line. This is an ADEC requirement, and it is the developer's responsibility to meet this requirement.

### **Other Applicable Agency Review**

23. DOT&PF
24. USF&W – Eagle's Nests

### **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 (DPA)
2. Subdivision Application

### **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.
2. Project Narrative
3. Prelim Plat Checklist

### **Exceptions to Submittal Requirements**

Submittal requirements that staff has determined **not** to be applicable or **not** required, given the specifics of the development proposal, are listed below. These items will **not** be required in order for the application to be reviewed.

1. N/A

### **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. Major Subdivisions
  - a. Preliminary Plat - \$110 per Lot. (42 proposed Lots = \$4,620)
  - b. Final Plat - \$70 per Lot.
  - c. Plat amendments - \$110 plus \$25 per Lot.

For informational handouts with submittal requirements for development applications, please visit our website at [www.juneau.org/community-development](http://www.juneau.org/community-development).

### **Submit your Completed Application**

You may submit your application(s) online via email to [permits@juneau.gov](mailto: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](http://www.juneau.org/community-development)

Attachments:

Code Section References:

1. 49.15.402\_\_Major\_subdivisions.
2. 49.25.300\_\_Determining\_uses.
3. 49.25.400\_\_Minimum\_dimensional\_standards
4. 49.25.420 - Measuring Building Height
5. 49.35.140\_\_Construction\_plans.
6. 49.35.240\_\_Improvement\_standards.
7. 49.35.250\_\_Access.
8. 49.40.200\_\_Parking
9. 49.40.300\_\_Traffic Impact ADT
10. 49.50.300\_\_Minimum\_vegetative\_cover.
11. ARTICLE\_II.\_\_HILLSIDE\_DEVELOPMENT
12. Chapter\_49.85\_\_FEES\_FOR\_LAND\_USE\_ACTIONS
13. PARKING\_AND\_LOADING

Applications:

1. DPA-Development-Permit\_Application-2022 (2)
2. Subdivision-Application
3. Blank - Subdivision-Preliminary-Plat-Checklist to accompany application.
4. Subdivision-Preliminary-Plat-Checklist-Requirements

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#### 49.15.402 Major subdivisions.

- (a) *[Permit required.]* A major subdivision permit is required for subdivisions resulting in 14 or more lots.
- (b) *Pre-application conference and sketch plat.* A pre-application conference and sketch plat (CBJ 49.15.410) is required prior to submitting an application for a major subdivision.
- (c) *Preliminary plat.* The commission shall be responsible for approval of the preliminary plat.
  - (1) Application for a preliminary plat shall be on a form provided by the department, accompanied by a draft preliminary plat and the appropriate fee. The draft plat shall meet the standards set forth in CBJ 49.15.411.
  - (2) Public notice of the application shall be provided pursuant to CBJ 49.15.230.
  - (3) Reserved.
  - (4) The director shall prepare and submit a report to the commission noting any conditions of approval or plat notes recommended and addressing the following criteria:
    - (A) Whether the preliminary plat complies with CBJ 49.15.411;
    - (B) Whether the applicable subdivision development standards of this title are met, or can reasonably be met with conditions;
    - (C) Whether the proposed subdivision will provide building sites suitable for the zoning district;
    - (D) Whether the proposed street names are unique in the City and Borough or are continuations of existing streets and are otherwise acceptable;
    - (E) Whether the director of engineering and public works has reviewed the application and determined that:
      - (i) The subdivision can be constructed to conform to applicable drainage and water quality requirements;
      - (ii) The streets, pioneer paths, and pedestrian ways as proposed accommodate anticipated traffic, align, and, where appropriate, connect with streets and pedestrian ways serving adjacent properties;
      - (iii) Any proposed improvements conform to the requirements of this title and can feasibly be constructed in accordance with this title; and
      - (iv) Where public sewer is not required, the applicant has shown that soils are suitable for individual on-lot wastewater treatment and disposal or has shown the feasibility of alternative methods for wastewater treatment and disposal.
  - (5) In issuing its notice of decision on a preliminary plat, the commission may accept, amend, or reject the director's proposed recommendations. The decision of the commission approving or denying a preliminary plat application will be set forth in a notice of decision, and will specify any conditions or plat notes required for final plat approval. If the preliminary plat is denied, the applicant may submit a revised plat application, without paying additional application fees, within 180 days from the date of the notice of decision.
- (d) *Construction plans.* Upon approval of the preliminary plat, the applicant shall submit complete sets of construction plans for all required improvements to the department for review by the director of engineering and public works for compliance with CBJ 49.35.140.

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- (e) *Survey and monumentation.* Once the construction plans are approved, the applicant shall complete required surveying and monumentation in accordance with CBJ 49.15, article IV, division 6.
- (f) *Final plat.* An application for a final plat shall be on a form provided by the department, accompanied by a final plat and the appropriate fee. The final plat shall meet the standards set forth in CBJ 49.15.412.
- (1) Once the application is deemed complete, the director shall schedule the final plat for commission action. If commission action on the final plat will occur more than 12 months after approval of the preliminary plat, public notice of impending commission action on the final plat may be required.
  - (2) The director shall prepare and submit a report to the commission that addresses compliance of the final plat with this title and the criteria for final plat approval, and that specifies any conditions of approval or plat notes recommended by the director.
  - (3) The commission may place conditions upon the granting of final plat commission as are necessary to preserve the public welfare. The commission shall approve the application for a final plat if the following criteria are met:
    - (A) The applicant has complied with any conditions or plat notes required in the notice of decision approving the preliminary plat;
    - (B) The applicant has constructed all required improvements or provided a financial guarantee in accordance with CBJ 49.55.010; and
    - (C) The final plat meets the standards set forth in CBJ 49.15.412.
- (g) *Plat recording.*
- (1) The chair of the commission shall sign the plat upon a determination that the final plat meets all of the requirements of this title, that all plat certificates have been signed and notarized, and that all required documents have been submitted for recording with the final plat in accordance with CBJ 49.15.412.
  - (2) The department shall file the original plat, at the applicant's expense, with the State Recorder's Office at Juneau.

( Serial No. 2015-03(c)(am), § 10, 8-31-2015 ; Serial No. 2020-06, § 2, 3-16-2020, eff. 4-16-2020 )

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### 49.25.300 Determining uses.

- (a) (1) *Listed uses.* There is adopted the table of permissible uses, table 49.25.300. The uses permitted in a zoning area shall be determined through the table of permissible uses by locating the intersection of a horizontal, or use axis and a vertical, or zone axis. The conditions and procedures applicable to the use in the zone thus located shall be as indicated thereat by the digits "1," "2," or "3" as more fully set out in this section and by letters of the alphabet as more fully set out by footnotes in the table. The absence of a digit at the intersection of use and zone axes means that the identified use is not permitted in the identified zone.
- (2) *Unlisted uses.* The permissibility of a use not listed shall be determined pursuant to section 49.20.320.
- (3) *Uses listed more than once.* Where a use might be classified under more than one category, the more specific shall control. If equally specific, the more restrictive shall control.
- (4) *Accessory uses.* Uses constituting an incidental or insubstantial part of a permissible use and commonly associated with the permissible use may be allowed as an accessory use.
- (5) *Nonconforming uses.* Nonconforming uses, including nonconforming residential densities, are subject to chapter 49.30.
- (b) (1) When used in conjunction with a particular use in the table of permissible uses, the number "1" indicates that the use requires department approval pursuant to chapter 49.15, article III, in conjunction with the issuance of a building permit. The use is allowed in the district, but limited conditions may be attached to the approval.
- (2) The number "2" indicates the use requires an allowable use permit from the planning commission. Such uses are allowed in the district, but specified conditions may be attached to the allowable use permit by the commission. The permit procedure is outlined in chapter 49.15, article I.
- (3) The number "3" indicates the use requires a conditional use permit from the commission. The use may or may not be allowed at a particular location, depending on a determination of its compatibility with surrounding or proposed land uses. The planning commission may attach any condition to ensure the compatibility of the proposed use. The conditional use permit procedure is outlined in chapter 49.15, article I.
- (c) A combination of digits such as "1, 3" or "2, 3" indicates that the approval procedure for the identified use in the identified zone will vary depending on whether the project is a major or minor development.
- (1) If the project is a minor development the first number of the combination shall indicate the applicable procedure.
- (2) If the project is a major development the second number shall indicate the applicable procedure.
- (3) Minor development means development which is classified by zoning district as follows:
- (A) *Rural reserve district:* A residential development containing two or fewer dwelling units, two or fewer bedrooms leased on a daily or weekly basis, or a nonresidential building totaling less than 10,000 square feet or using less than one acre of land in total.
- (B) *Single-family residential districts:* A residential development containing two or fewer dwelling units, two or fewer bedrooms leased on a daily or weekly basis, or a nonresidential building totaling less than 5,000 square feet or using less than 10,000 square feet of land in total.
- (C) *Multifamily residential districts:* A residential development containing eight or fewer dwelling units, eight or fewer bedrooms leased on a daily or weekly basis, or a nonresidential building totaling less than 5,000 square feet or using less than 10,000 square feet of land in total.

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- (D) *Commercial and mixed use districts:* A residential development containing 12 or fewer dwelling units, 12 or fewer bedrooms leased on a daily or weekly basis, or a nonresidential building totaling less than 10,000 square feet or using less than one-half acre of land in total.
  - (E) *Industrial districts:* Non-residential buildings totaling 15,000 square feet or using less than one acre of land in total.
- (4) Major development means all development activity that is not a minor development.
  - (5) Exceptions. Exceptions to the use of minor and major development classifications as a method of determining the applicable approval procedure shall be as noted in the table of permissible uses.

(Serial No. 87-49, § 2, 1987; Serial No. 89-01, § 2, 1989; Serial No. 89-14, § 2, 1989; Serial No. 89-16, § 2, 1989; Serial No. 89-20, § 2, 1989; Serial No. 89-28, § 2, 1989; Serial No. 89-29, § 2, 1989; Serial No. 89-30, § 2, 1989; Serial No. 89-31, § 2, 1989; Serial No. 90-21, § 2, 1990; Serial No. 90-52, § 3, 1990; Serial No. 90-54, §§ 2, 3, 1991; Serial No. 91-01, § 3, 1991; Serial No. 91-36, § 2, 1991; Serial No. 92-09, § 3, 1992; Serial No. 93-05, § 2, 1993; Serial No. 93-46, §§ 2—4(Exh. A) and (Exh. B), 1993; Serial No. 94-07, §§ 2, 3(Exh. A) and (Exh. B), 1994; Serial No. 94-40, § 2(Exh. A), 1994; Serial No. 95-09, §§ 2, 3(Exh. A) and (Exh. B), 1995; Serial No. 97-10, § 2(Exh. A), 1997; Serial No. 97-19, § 2(Exh. A), 1997; Serial No. 97-47, §§ 2, 3(Exh. A), 1997; Serial No. 98-09, § 4(Exh. A), 1998; Serial No. 98-39, §§ 2—4(Exh. A), 1998; Serial No. 98-40, § 2(Exh. A), 1999; Serial No. 99-22, § 7, 1999; Serial No. 2000-46, § 2(Exh. A), 11-20-2000; Serial No. 2001-12, § 2(Exh. A), 4-02-2001; Serial No. 2010-22, §§ 2, 3(Exh. A), 7-19-2010; Serial No. 2015-07(b)(am), § 2, 2-23-2015, eff. 3-26-2015 ; Serial No. 2015-03(c)(am), § 18, 8-31-2015 ; Serial No. 2019-37, § 2, 3-16-2020, eff. 4-16-2020 )

TABLE OF PERMISSIBLE USES - CBJ 49.25.300

		Zones																
Use Description		RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	LC	GC	MU	MU2	MU3	NC	WC	WI	I
<b>1.000</b>	<b>Residential</b>																	
	1.100	Single-family dwellings																
	1.110	Single-family detached, one dwelling per lot	1	1	1	1	1	1	1	1	1	1	1			1	1A	1A
	1.120	Single-family detached, two dwellings per lot	1	1	1													
	1.130	Single-family detached, accessory apartment <sup>x</sup>	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3			1, 3		
	1.140	Single-family detached, two dwellings per lot, accessory apartments <sup>x</sup>	1, 3	1, 3	1, 3													
1.200	Duplex		1	1	1		1	1	1	1	1	1	1			1		
1.300	Multifamily dwellings						1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	3		
1.500	Child and Day care homes																	
	1.510	Child; 12 or fewer children under the age of 12	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
	1.520	Reserved																
	1.530	Adult; 12 or fewer people, 12 years and older	1	1	1	1	1	1	1	1	1	1	1	1	1			
	1.540	Reserved																
	1.550	Child care residence, 6 to 9 children under 18 years of age		3	3	3	3	3	3	3	3	3	3	3	3			
1.600	Miscellaneous, rooms for rent situations																	
	1.610	Rooming, boarding houses, bed and breakfasts, single room occupancies with shared facilities, transitional housing, and temporary residences.	3	3	3	3	3	1, 3	1, 3	1, 3	1, 3	1, 3	1	1	1, 3	1, 3	3 <sup>N</sup>	

		Owner or manager must live on site.																	
	1.620	Hotels, motels	3								1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	3 <sup>N</sup>	3 <sup>N</sup>	
	1.630	Single room occupancies with private facilities					1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3		
1.700	Home occupations		1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
1.800	Mobile homes																		
	1.810	Residential mobile homes on individual lots <sup>E</sup>	3	3	3														
	1.815	Caretakers mobile homes on individual lots <sup>E</sup>	3	3	3	3	3	3	3	3	3	3	3	3			3	3	3
	1.820	Mobile home parks <sup>E</sup>					3	3	3	3	3	3							
	1.830	Mobile home subdivision <sup>E</sup>				3	3	3	3	3	3	3							
	1.840	Recreational vehicle parks <sup>F</sup>	3 <sup>F</sup>	3 <sup>F</sup>	3 <sup>F</sup>														
1.900	Common wall development																		
	1.910	Two dwelling units				1	1	1	1	1									
	1.911	Accessory apartments <sup>X</sup>	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3		
	1.920	Three or more dwelling units					1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3			
	1.930	Two dwelling unit structures allowed under special density considerations, subsections 49.25.510(h)			3	3	3	3	3	3	3			3					
<b>2.000</b>	<b>Sales and Rental Goods, Merchandise or Equipment<sup>G</sup></b>																		
2.100	With less than 5,000 square feet and less than 20 percent of the gross floor area of outside merchandising of goods																		
	2.110	Reserved																	
	2.120	Miscellaneous									1	1	1	1	1	1	3 <sup>N</sup>	3 <sup>N</sup>	3
	2.130	Marine merchandise and equipment	3 <sup>T</sup>								1, 3	1, 3	1, 3	1, 3	1	1	1, 3	3 <sup>N</sup>	3
2.200	Storage and display of goods with greater or equal to 5,000 square feet										1, 3	1, 3	1, 3	1, 3			3 <sup>N</sup>	3 <sup>N</sup>	3



	and/or 20 percent of the gross floor area of outside merchandising of goods																		
2.300	Marijuana retail store	3								3	3	3	3	3	3	3	3	3	
<b>3.000</b>	<b>Professional Office, Clerical, Research, Real Estate, Other Office Services<sup>6</sup></b>																		
3.050	Offices of not more than 1,000 square feet		3	3	3	3	3	3	3	1	1	1	1	1	1	1 <sup>N</sup>			
3.100	Offices greater than 1,000 but not more than 2,500 square feet						3	3	3	1	1	1	1	1	1	3 <sup>N</sup>			
3.200	Reserved																		
3.300	Research, laboratory uses	3 <sup>T</sup>								1, 3	1, 3	1, 3	1, 3	1, 3		1 <sup>N</sup> , 3 <sup>N</sup>	1 <sup>N</sup> , 3 <sup>N</sup>	1, 3	
3.400	Offices greater than 2,500 square feet									1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1 <sup>N</sup> , 3 <sup>N</sup>		3 <sup>S</sup>	
3.500	Marijuana testing facility	3								3	3	3	3					3	
<b>4.000</b>	<b>Manufacturing, Processing, Creating, Repairing, Renovating, Painting, Cleaning, Assembling of Goods<sup>6</sup></b>																		
4.050	Light manufacturing	3 <sup>T</sup>						3	3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1 <sup>N</sup> , 3 <sup>N</sup>	1 <sup>N</sup> , 3 <sup>N</sup>	1, 3	
4.070	Medium manufacturing	3 <sup>T</sup>									3	3	3			3 <sup>N</sup>	1 <sup>N</sup> , 3 <sup>N</sup>	1, 3	
4.100	Heavy manufacturing	3 <sup>T</sup>	3 <sup>Q</sup>														3 <sup>N</sup>	3	
4.150	Rock crusher	3 <sup>T</sup>	1 <sup>Q</sup>	1 <sup>Q</sup>													3 <sup>N</sup>	3	
4.200	Storage of explosives and ammunition	3															3 <sup>N</sup>	3	
4.210	Seafood processing	3 <sup>T</sup>														3	1, 3	1, 3	
4.220	Marijuana product manufacturing facility	3 <sup>AC</sup>									3	3						3	
<b>5.000</b>	<b>Educational, Cultural, Religious, Philanthropic, Social, Fraternal Uses</b>																		
5.100	Schools																		
	5.110	Elementary and secondary schools including associated grounds and other facilities		3	3	3	3	3	3	3	3	3	3	3	3				
	5.120	Trade, vocational schools, commercial schools	3 <sup>T</sup>								3	3	3	3	3		3 <sup>N</sup>	3 <sup>N</sup>	3
	5.130	Colleges, universities	3 <sup>T</sup>	3	3	3	3	3	3	3	3	3	3	3	3	3 <sup>N</sup>	3 <sup>N</sup>	3	
5.200	Churches, synagogues, temples	3 <sup>T</sup>	3	3	3	3	3	3	3	3	1, 3	1, 3	1, 3	3	3	1 <sup>N</sup> , 3 <sup>N</sup>	3 <sup>N</sup>	1, 3	

5.300	Libraries, museums, art galleries	3 <sup>T</sup>	3	3	3	3	3	3	3	3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	3 <sup>N</sup>		
5.400	Social, fraternal clubs, lodges, union halls, yacht clubs	3 <sup>T</sup>									1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1 <sup>N</sup> , 3 <sup>N</sup>	3 <sup>N</sup>	1, 3
<b>6.000</b>	<b>Recreation, Amusement, Entertainment</b>																		
6.100	Indoor activity conducted entirely within building or substantial structure																		
	6.110	Bowling alleys, billiard, pool halls									1, 3	1, 3	1, 3	1, 3	1, 3	1, 3			3
	6.120	Tennis, racquetball, squash courts, skating rinks, exercise facilities, swimming pools, archery ranges			3	3	3	3	3	3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3			3
	6.130	Theaters seating for 200 or fewer	3 <sup>T</sup>					3	3	1	1	1	1	1, 3	1, 3		3 <sup>N</sup>		3
	6.135	Theaters seating from 201 to 1,000								3	1	1	1	1, 3	1, 3		3 <sup>N</sup>		3
	6.140	Coliseums, stadiums, and other facilities in the 6.100 classification seating more than 1,000 people									3	3	3				3 <sup>N</sup>		
	6.150	Indoor shooting range	1, 3								3								3
6.200	Outdoor activity conducted outside enclosed buildings or structures																		
	6.210	Recreational facilities such as golf, country clubs, swimming, tennis courts not constructed pursuant to a permit authorizing the construction of a school	3	3	3	3	3	3	3	3	3	1, 3			1, 3	1, 3	3 <sup>N</sup>		3
	6.220	Miniature golf courses, skateboard parks, water slides, batting cages	3	3	3	3	3	3	3	3	3	1, 3	3	3	1, 3	1, 3	3 <sup>N</sup>		3
	6.240	Automobile, motorcycle racing tracks; off-highway vehicle parks	3								3								3
	6.250	Reserved																	

	6.260	Open space	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
	6.262	Parks with improved facilities, not approved in conjunction with a major subdivision																			
	6.264	Capacity for up to 20 people <sup>W</sup>	1 <sup>T</sup>	1	1	1	1	1	1	1	1	1	1	1	1	1	1	3 <sup>N</sup>			
	6.266	Capacity for more than 20 people <sup>W</sup>	3 <sup>T</sup>	3	3	3	3	3	3	3	3	3	3	3	3	3	3 <sup>N</sup>	3 <sup>N</sup>			
	6.270	Aerial conveyances and appurtenant facilities	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3 <sup>N</sup>	3 <sup>N</sup>	3		
	6.280	Shooting ranges	3																3		
<b>7.000</b>	<b>Institutional Day or Residential Care, Health Care Facilities, Correctional Facilities</b>																				
7.100	Hospital										3	3	3	3							
7.150	Health care clinics, other medical treatment facilities providing out-patient care								3	3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3					
7.200	Assisted living			3	3	3	3	3	3	3	3	1, 3	1, 3	1, 3	1, 3	1, 3					
7.300	Day care centers							3	3	3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3					
7.310	Child care centers		3	3	3	3	3	3	3	3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3					
7.500	Correctional facilities		3	3	3	3	3	3	3	3	3	3	3	3							
7.600	Sobering centers										3	3	3	3							
<b>8.000</b>	<b>Restaurants, Bars, Nightclubs</b>																				
	8.050	Small restaurants, less than 1,000 ft <sup>2</sup> without drive through service	3 <sup>T</sup>						3	3	3	1	1	1	1	1	1	1 <sup>N</sup>		3	
8.100	Restaurants, bars without drive through service		3 <sup>T</sup>									1, 3	1	1, 3	1, 3	1, 3	1, 3	1, 3	1 <sup>N</sup> , 3 <sup>N</sup>	3 <sup>N</sup>	3
8.200	Restaurants, coffee stands with drive through service											1, 3	1		3				1 <sup>N</sup> , 3 <sup>N</sup>	3 <sup>N</sup>	3
8.300	Seasonal open air food service without drive through		3									1, 3	1	1, 3	1, 3	1, 3	1, 3	1, 3	1 <sup>N</sup> , 3 <sup>N</sup>	3 <sup>N</sup>	
<b>9.000</b>	<b>Boat or Motor Vehicle, Sales and Service Operations</b>																				

	9.050	Motor vehicle, mobile home sale or rental									1, 3	1, 3	3	3					1, 3
9.100		Motor vehicle repair and maintenance, including body work										3							1
9.200		Automotive fuel station	3 <sup>T</sup>								3	1							1
9.300		Car wash									3	1							1
9.400		Boat sales or rental	3 <sup>T</sup>								3	1					1	1	1
9.450		Boat repairs and maintenance	3 <sup>T</sup>									3					1	1	1
9.500		Marine fuel, water sanitation	3 <sup>T</sup>														1, 3	1, 3	1, 3
9.600		Marine commercial facilities including fisheries support, commercial freight, passenger traffic	3														3	3	
<b>10.000</b>	<b>Storage, Parking, Moorage</b>																		
10.100		Automobile parking garages or parking lots not related to a principal use on the lot									3	1	1, 3	1, 3	1, 3	1, 3			1
10.200		Storage and handling of goods not related to sale or use of those goods on the same lot on which they are stored																	
	10.210	All storage within completely enclosed structures	1, 3	3							3	1	1 <sup>U</sup> , 3 <sup>U</sup>	1 <sup>U</sup> , 3 <sup>U</sup>			1 <sup>N</sup> , 3 <sup>N</sup>	1 <sup>N</sup>	1
	10.220	General storage inside or outside enclosed structures	1, 3	3								1, 3					1 <sup>N</sup> , 3 <sup>N</sup>	1 <sup>N</sup>	1
	10.230	Snow storage basin																	
	10.232	Neighborhood, less than ½ acre	3	3	3 <sup>Z</sup>	3 <sup>Z</sup>	3 <sup>Z</sup>	3 <sup>Z</sup>	3 <sup>Z</sup>	3 <sup>Z</sup>	3 <sup>Z</sup>	1			3 <sup>Z</sup>	3 <sup>Z</sup>	3 <sup>Z</sup>	1	1
	10.235	Regional, ½ to 1 acre	3	3	3 <sup>Z</sup>						3 <sup>Z</sup>	3					3 <sup>Z</sup>	1	1
	10.237	Area wide, over 1 acre	3	3 <sup>Z</sup>	3 <sup>Z</sup>							3 <sup>Z</sup>						3	3
10.300		Parking of vehicles or storage of equipment outside enclosed structures where they are owned and used by the user of the lot and parking and storage is more than a minor and incidental use of the lot	1, 3	3								1, 3					1 <sup>N</sup> , 3 <sup>N</sup>	1 <sup>N</sup> , 3 <sup>N</sup>	1

10.400	Temporary contractor's storage connected with construction project off-site for a specified period of time		1, 3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	1N	1
10.500	Moorage																		
	10.510	Public, commercial	3	3	3						3	3	3	3	1, 3	1, 3	1, 3	1, 3	1, 3
	10.520	Private	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3
10.600	Floating structures supporting seasonal, commercial recreation		3	3	3										3	3	3	3	
<b>11.000</b>	<b>Materials Salvage Yards, Waste Management</b>																		
11.100	Recycling operations																		
	11.110	Enclosed collection structures <sup>o</sup> of less than 80 square feet total and less than six feet in height	1 <sup>P</sup>	1 <sup>P</sup>	1 <sup>P</sup>	1 <sup>P</sup>	1 <sup>P</sup>	1 <sup>P</sup>	1 <sup>P</sup>	1 <sup>P</sup>	1	1	1 <sup>P</sup>	1 <sup>P</sup>	1 <sup>P</sup>	1 <sup>P</sup>	1	1	1
	11.120	Enclosed structures for recyclable materials collection	1 <sup>P</sup> , 3	1 <sup>P</sup> , 3	1 <sup>P</sup> , 3	1 <sup>P</sup> , 3	1 <sup>P</sup> , 3	1 <sup>P</sup> , 3	1 <sup>P</sup> , 3	1 <sup>P</sup> , 3	1 <sup>P</sup> , 3 <sup>P</sup>	1 <sup>P</sup> , 3 <sup>P</sup>	3	3	3 <sup>P</sup>	3 <sup>P</sup>	1	1	1 <sup>P</sup>
	11.130	Sorting, storage, preparation for shipment occurring outside an enclosed structure																1 <sup>N</sup>	1
11.200	Reclamation landfill not associated with a specific use		1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3			3 <sup>N</sup>	3 <sup>N</sup>	1, 3
11.300	Sanitary landfill		3																3
<b>12.000</b>	<b>Services and Enterprises Related to Animals</b>																		
12.100	Veterinary clinic		3	3	3						3	1, 3	3	3	3	3	1 <sup>N</sup> , 3 <sup>N</sup>	1 <sup>N</sup> , 3 <sup>N</sup>	1
12.200	Kennel		3	3							3	3							1, 3
12.250	Day animal services, grooming, walking, day care		3	3	3	3	3				3	3	3	3	1, 3	1, 3			1, 3
12.300	Zoos, aquaria, or wild animal rehabilitation facilities with a visitor component		3	3							3	3		3			3 <sup>N</sup>		3
12.310	Wild animal rehabilitation facilities without a visitor component		3	3	3	3					3	3					3 <sup>N</sup>		3

12.400	Horseback riding stables, dog team yards	3	3							3	3							3	
<b>13.000</b>	<b>Emergency Services</b>																		
13.100	Fire, police, ambulance	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3 <sup>N</sup>	3 <sup>N</sup>	1, 3	
<b>14.000</b>	<b>Aquaculture, Agriculture, Silviculture, Mining, Quarrying Operations, Spring Water Bottling</b>																		
14.100	Aquaculture	3	3	3						3	3	3	3	1, 3	1, 3	1	1	3	
14.150	Weirs, channels, and other fisheries enhancement	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3			1	1	1	
14.200	Commercial agricultural operations																		
	14.210	Excluding farm animals	1, 3	1, 3	3	3	3	3	3	3	3	3		3	3			1, 3	
	14.220	Including farm animals <sup>M</sup>	1, 3	3														1, 3	
	14.230	Stabling of farm animals <sup>M</sup>	3	3	3	3					3	3						1, 3	
	14.240	Marijuana cultivation (500 square feet or more under cultivation)	3							3	3							3	
	14.245	Marijuana cultivation (fewer than 500 square feet under cultivation)	3	3 <sup>AB</sup>						3	3							3	
14.250	Personal use agriculture																		
	14.253	Hens, 6 maximum	1	1	1	1	1	1	3	3	1	1	3	3	1	1	1	1	
14.300	Silviculture and timber harvesting <sup>I</sup>																		
14.400	Mining operations																		
			2, 3 <sup>K</sup>	3	3												3 <sup>N</sup>	3 <sup>N</sup>	2
14.500	Sand and gravel operations <sup>I</sup>																		
			3	3	3					3	3						3 <sup>N</sup>	3 <sup>N</sup>	3
14.800	Spring water bottling																		
			3	3			3	3	3	3	3				3			1, 3	
<b>15.000</b>	<b>Miscellaneous Public and Semipublic Facilities</b>																		
15.100	Post office																		
			3	3	3	3	3	3	3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	3 <sup>N</sup>	3 <sup>N</sup>	1, 3
15.200	Airport																		
			3															1, 3	

15.400	Military reserve, National Guard centers	3	3	3						3	3					3 <sup>N</sup>	3 <sup>N</sup>	3
15.500	Heliports, helipads	3									3					3 <sup>N</sup>	3 <sup>N</sup>	3
15.600	Transit facilities																	
	15.610 Transit center			3	3	3	3	3	3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	3		1, 3
	15.620 Transit station		1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	15.630 Park and ride not associated with transit station	3	3	3	3	3	3	3	3	1	1	3	3		3			1
15.700	Public works facility	3	3	3	3					3	3							1, 3
<b>16.000</b>	<b>Dry Cleaner, Laundromat</b>																	
16.100	Drop off and pickup only, no onsite laundry or dry cleaning process									1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1 <sup>N</sup> , 3 <sup>N</sup>	1 <sup>N</sup> , 3 <sup>N</sup>	1, 3
16.200	Full service onsite laundry and/or dry cleaning									3	1, 3	3	3	1, 3	1, 3	3 <sup>N</sup>	1 <sup>N</sup> , 3 <sup>N</sup>	1, 3
<b>17.000</b>	<b>Utility Facilities</b>																	
17.100	Minor	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
17.150	Intermediate	3	3	3	3	3	3	3	3	3	1, 3	3	3	3	3	1, 3	1	1
17.200	Major	3	3	3	3	3	3	3	3	3	3			3	3	3	3	3
17.300	Driveways and private roads																	
<b>18.000</b>	<b>Towers and Related Structures</b>																	
18.100 <sup>AA</sup>	Towers and antennas 35 feet or less	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
18.200 <sup>AA</sup>	Towers and antennas 35 to 50 feet	1	3	3	3	3	3	3	3	1	1	1	1	3	3	1	1	1
18.300 <sup>AA</sup>	Towers and antennas more than 50 feet in height	3	3	3	3	3	3	3	3	3	3	3	3			3	3	1
18.400	Amateur (ham) radio towers and antennas more than 35 feet in height <sup>R</sup>	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
18.500	Wireless Communication Facilities																	
<b>19.000</b>	<b>Open Air Markets, Nurseries, Greenhouses</b>																	
19.100	Open air markets (farm, craft, flea, and produce)	1, 3	1, 3							1, 3	1	1, 3	1, 3	1, 3	1, 3	1 <sup>N</sup> , 3 <sup>N</sup>	1 <sup>N</sup> , 3 <sup>N</sup>	1, 3
19.200	Nurseries, commercial greenhouses																	
	19.210 Retail sales	3	3	3	3	3	3	3	3	1, 3	1	1 <sup>V</sup>	1 <sup>V</sup>	1, 3	1, 3			1

	19.220	Nonretail sales	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1, 3	1	1 <sup>V</sup>	1 <sup>V</sup>					1
	19.230	Marijuana cultivation (500 square feet or more under cultivation)	3								3	3							3
	19.240	Marijuana cultivation (fewer than 500 square feet under cultivation)	3	3 <sup>AB</sup>							3	3							3
<b>20.000</b>	<b>Cemetery, Crematorium, Mortuary</b>																		
20.100	Cemetery	1, 3	3	3	3	3	3	3	3	3	3	3							
20.200	Crematorium	3																	1, 3
20.300	Funeral home	3	3	3	3	3	3				1, 3	1	3	3	1, 3	1, 3			
<b>21.000</b>	<b>Visitor-Oriented, Recreational Facilities</b>																		
21.100	Resort, lodge	3	3																
21.200	Campgrounds	1, 3	3																
21.300	Visitor, cultural facilities related to features of the site	3	3								3	3	3	3	3	3	3 <sup>N</sup>		
<b>22.000</b>	<b>Temporary Structures Associated With Onsite Construction</b>																		
22.100	Temporary structures used in connection with construction	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1

**Key:**

- 1. Department approval requires the department of community development approval only.
- 1, 3. Department approval required if minor development, conditional use permit required if major development.
- 2. Allowable use permit requires planning commission approval.
- 3. Conditional use permit requires planning commission approval.
- 2, 3. Allowable use permit required if minor development, conditional use permit required if major development.

**Notes:**

- A. A single-family residence is allowed as an owner or caretaker residence that is accessory to an existing permitted use in the industrial zone.
- B. Reserved.



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- C. Reserved.
  - D. Reserved.
  - E. See special use regulations for mobile homes, chapter 49.65, article III.
  - F. See special use regulations for recreational vehicles, chapter 49.65, article IV. This use allowed by service area designation not zoning district.
  - G. All uses subject to additional performance standards, chapter 49.65, article VIII.
  - H. Reserved.
  - I. Reserved.
  - J. Applies to over 2 acres of harvest area.
  - K. See special use regulations, chapter 49.65, article I. Mining operations are a conditional use in the urban mining district and an allowable use in the rural mining district.
  - L. See special use regulations, chapter 49.65.200, article II.
  - M. Only applicable to the commercial or private stabling of more than three farm animals, or where the running or stabling area is closer than 100 feet to the nearest residence other than the owner for any number of farm animals.
  - N. Use must be water-dependent, water-related, or water-oriented.
  - O. Standards for collection structures: containers must be well maintained and allow no spillage of contents; a specific person or group must be responsible for maintenance of the structure and that person or group shall have a contact telephone number posted on the collection structure; collection structure must be situated so as to not affect traffic or parking; directional signs shall be limited to six square feet and identification signs shall be limited to 24 square feet; such signs will not be included in total sign area allowed for a complex; and the structure shall not exceed a height of six feet. Identification is to be in the following format: greater prominence, the City and Borough recycling logo and the recyclable material identification; lesser prominence, the sponsor name and the contact phone number.
  - P. Preexisting allowable or conditional use permit: If recycling activity is determined by the director to be an accessory use to a use previously permitted under either an allowable or a conditional use permit, the activity may be approved by the department. Other conditions may be required before recycling activity is permitted.
  - Q. Must be in conjunction with an approved state or municipal public road construction project, and must be discontinued at the completion of the project. Road construction by private parties for subdivision development is excluded except as provided in this title. Rock crushed on-site must be used on-site. Crushing shall be limited to 8:00 a.m.—5:00 p.m. unless the director authorizes otherwise.
  - R. Towers shall: be for amateur use only; meet the setback requirements of the zoning district; be unlit except as required by the Federal Aviation Administration. Towers shall be installed in conformance with a valid building permit, application for which shall include a copy of the applicant's amateur station license.
  - S. Limited to lots directly fronting on Glacier Highway West of Industrial Boulevard.
  - T. Must be associated with a unique site specific feature in order to function. Example: Glacier research station - Juneau Icefield location.
  - U. No storage permitted on the first floor of a building.
  - V. Primarily intended for rooftop locations in urban areas.
  - W. The capacity of a park shall be determined by the Director of the Community Development Department or designee in consultation with the Director of the Parks and Recreation Department.
  - X. Special requirements apply to accessory apartment applications. See CBJ § 49.25.510(k).

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- Z. Snow storage may be permitted for a maximum of five years. After five years a new application must be filed.
  - AA. Does not apply to wireless communication facilities.
  - AB. Use is prohibited in the urban service area but allowed outside the urban service area. An owner or manager must live on site.
  - AC. Use is prohibited within 1,000 feet of recognized neighborhood association established in accordance with CBJ chapter 11.35.

(Serial No. 2002-14, § 2, 4-1-5-2002; Serial No. 2002-29, § 2, 11-4-2002; Serial No. 2003-27am, § 5, 6-16-2003; Serial No. 2003-41, § 2, 9-22-2003; Serial No. 2003-41, § 2, 9-8-2003; Serial No. 2004-09, § 2, 4-12-2004; Serial No. 2006-07, § 2, 4-3-2006; Serial No. 2007-39, § 8, 6-25-2007; Serial No. 2009-22(b), § 2, 10-12-2009; Serial No. 2010-22, § 3(Exh. A), 7-19-2010; 2014-32(e)am, §§ 6—8, 9-29-2014, eff. 10-29-2014 ; Serial No. 2015-07(b)(am), §§ 2—4, 2-23-2015, eff. 3-26-2015 ; Serial No. 2015-34(am), § 2, 7-20-2015, eff. 8-20-2015 ; Serial No. 2015-03(c)(am), § 19, 8-31-2015 ; Serial No. 2015-32, §§ 2, 3, 8-10-2015 ; Serial No. 2015-38(b)(am), § 6, 5-2-2016, eff. 6-2-2016 ; Serial No. 2015-39(am), §§ 2—7, 11-9-2015 ; Ord. No. 2018-31, § 2, 6-4-2018, eff. 7-5-2018 ; Serial No. 2021-35(am), § 3(Exh. A), 2-7-2022, eff. 3-10-2022)

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#### **49.25.400 Minimum dimensional standards.**

There is adopted the table of minimum dimensional standards, table 49.25.400. Minimum dimensional standards for all zoning districts shall be according to the table of minimum dimensional standards, subject to the limitations of the following sections and as otherwise specifically noted in the special area or use sections, chapters 49.65 and 49.70.

(Serial No. 87-49, § 2, 1987; Serial No. 89-32, § 2, 1989; Serial No. 98-09, § 5(Exh. B), 1998; Serial No. 98-20, § 2(Exh. A), 1998; Serial No. 2004-13, § 2, 9-27-2004; Serial No. 2006-13, § 2, 5-15-2006; Serial No. 2007-13, § 2, 4-2-2007; Serial No. 2012-24, § 3, 5-14-2012, eff. 6-14-2012 ; Serial No. 2021-28 , § 4, 8-23-2021, eff. 9-22-2021)

TABLE 49.25.400

TABLE OF DIMENSIONAL STANDARDS

Zoning Regulations	RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	MU	MU2	MU3	NC	LC	GC	WC	WI	I
Minimum Lot Size <sup>1</sup>																	
Permissible Uses	36,000	36,000	12,000	7,000	3,600 <sup>10</sup>	6,000	5,000	5,000	4,000	4,000	3,000	3,000	2,000	2,000	2,000	2,000	2,000
Bungalow <sup>9</sup>		18,000	6,000	3,500	2,500	3,000	3,000	2,500									
Duplex	54,000	54,000	18,000	10,500													
Common Wall Dwelling				7,000	3,600 <sup>10</sup>	5,000	3,500	2,500		2,500							
Single-family detached, two dwellings per lot	72,000	72,000	24,000														
Minimum lot width	150'	150'	100'	70'	40'	50'	50'	50'	50'	50'	40'	40'	20'	20'	20'	20'	20'
Bungalow <sup>9</sup>		75'	50'	35'	25'	25'	25'	25'									
Common wall dwelling				60'	40'	40'	30'	20'		20'							
Maximum lot coverage																	
Permissible uses	10%	10%	35%	50%	50%	50%	50%	50%	None	80%	75%	None	None	None	None	None	None
Conditional uses	20%	20%	35%	50%	50%	50%	50%	50%	None	80%			None	None	None	None	None

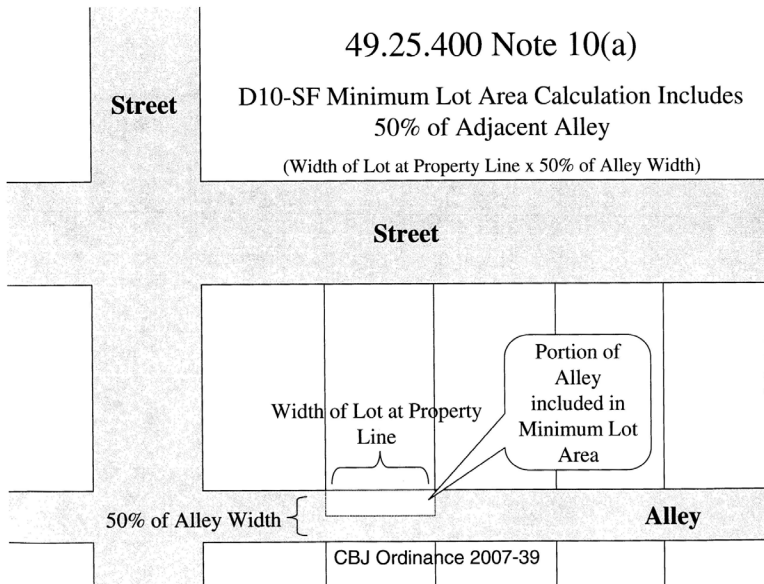
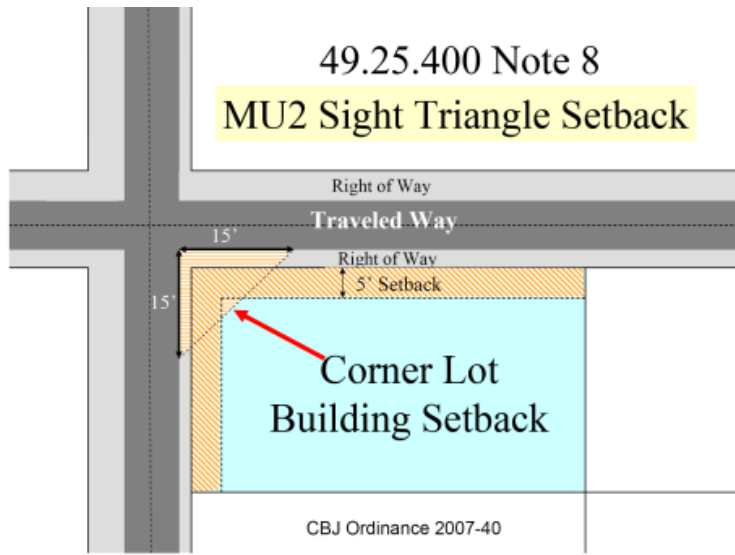
Maximum height permissible uses	45'	35'	35'	35'	35'	35'	35'	35'	None	45' <sup>4</sup>	35'	35'	45'	55'	35' <sup>4</sup>	45' <sup>4</sup>	None
Accessory	45'	25'	25'	25'	25'	25'	25'	25'	None	35'	25'	25'	35'	45'	35' <sup>4</sup>	45' <sup>4</sup>	None
Bungalow <sup>9</sup>		25'	25'	25'	25'	25'	25'	25'									
Minimum front yard setback <sup>3</sup>	25'	25'	25'	20'	20' <sup>10</sup>	20'	20'	20'	0'	5'5,8	0'	0'	25'	10'	10'	10'	10'
Maximum front yard setback											20'	15'					
Minimum street side yard setback	17'	17'	17'	13'	10'	13'	13'	13'	0'	5'	0'	0'	17'	10'	10'	10'	10'
Maximum street side yard setback											15'	10'					
Minimum rear yard setback <sup>3</sup>	25' <sup>2</sup>	25'	25'	20'	10'	20'	15'	10'	0'	5'	5'	0'11	10'	10'	10'	10'	10'
Minimum side yard setback <sup>3</sup>	15' <sup>2</sup>	15'	10'	5'	3'	5'	5'	5'	0'	5'	0'	0'11	10'	10'	10'	10'	0'
Common wall dwelling				10' <sup>6</sup>	3'	5' <sup>7</sup>	5' <sup>7</sup>	5' <sup>7</sup>		5' <sup>7</sup>							

**Notes:**

1. Minimum lot size is existing lot or area shown on chart in square feet.
2. Sixty feet between nonresidential and designated or actual residential site; 80 feet between industrial, extractive and other uses.
3. Where one district abuts another the greater of the two setbacks is required for both uses on the common property line.
4. (Height Bonus) Reserved.

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5. (Pedestrian Amenities Bonus) Reserved.
  6. Zero-foot setback for the portion of the dwelling with a common wall, five-foot setback or five-foot wide easement for the portion of the dwelling at the common lot line without a common wall, and ten-foot setback for the remaining side yards of the lot.
  7. Zero-foot setback for the portion of the dwelling with a common wall, five-foot setback or five-foot wide easement for the portion of the dwelling at the common lot line without a common wall, and five-foot setback for the remaining side yards of the lot.
  8. On corner lots, buildings shall be set back 15 feet from a street intersection. The area in which buildings shall be prohibited shall be determined by extending the edge of the traveled ways to a point of intersection, then measuring back 15 feet, then connecting the points.
  9. Special restrictions apply to construction on bungalow lots. See special use provisions 49.65.600.
  10. For lots adjacent to an alley, the following reductions to the dimensional standards apply:
    - (a) Minimal lot area includes 50% of adjacent alley (see graphic).
    - (b) Reserved.
    - (c) Minimum front yard setback of ten feet.
  11. Additional setbacks apply when lot abuts a multi-family or single-family residential zoning district.

(Serial No. 2008-04, § 2, 2-25-2008, eff. 3-27-2008; Serial No. 2012-24, § 3, 5-14-2012, eff. 6-14-2012 ; Serial No. 2021-28 , § 4, 8-23-2021, eff. 9-22-2021; Serial No. 2021-35(am), § 4(Exh. B), 2-7-2022, eff. 3-10-2022)



(Serial No. 2007-39, § 9, 6-25-2007; Serial No. 2007-40, § 2, 6-25-2007)

**Measuring or Calculating Building Height: CBJ 49.25.420**

(a) The height of a building is the vertical distance above a reference datum measured to the highest point of the coping of a flat roof or to the deck line of a mansard roof or to the average height of the highest gable of a pitched or hipped roof. Roofs with slopes greater than 75 percent shall be regarded as walls. The height of a stepped or terraced building is the height of the highest segment thereof.

(b) The reference datum shall be whichever of the following yields the greater height of building:

(1) The highest point within a horizontal distance of five feet from the exterior wall of the building, when such point is not more than ten feet above the lowest point within said five-foot radius.

(2) An elevation ten feet higher than the lowest point, when the highest point described in subsection (b)(1) of this section is more than ten feet above the lowest point.

**Note that the complete text of this section is not reproduced here—as always, refer to the full text of the current edition of the Code!**

The graphic below is taken from the 1997 UBC Code Applications Manual. It is not adopted as part of CBJ Code, but it does show graphically what the adopted text says:

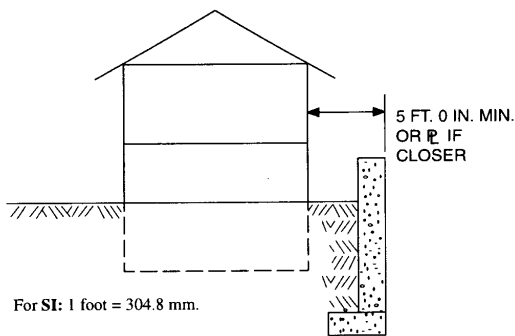


FIGURE 2-1

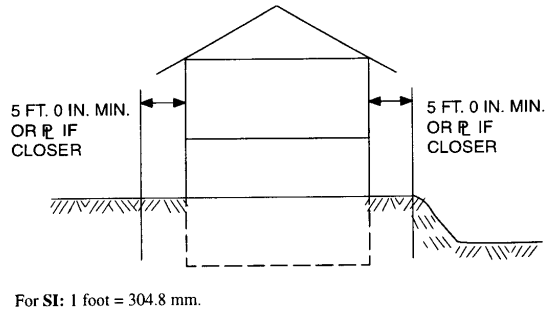


FIGURE 2-2

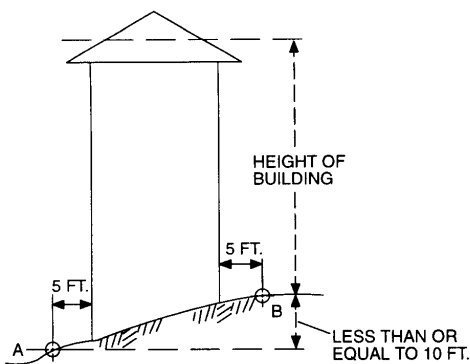


FIGURE 2-3

For SI: 1 foot = 304.8 mm.

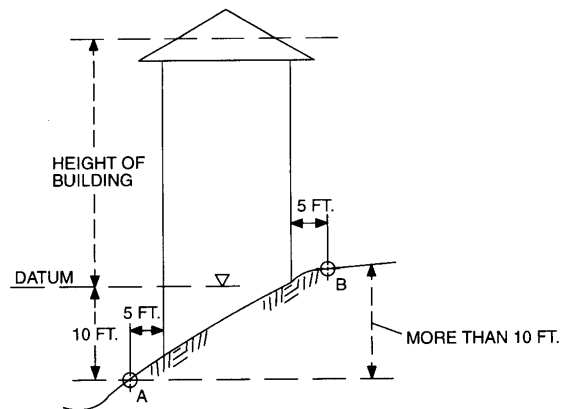


FIGURE 2-4

**DETERMINATION OF BUILDING HEIGHT IN FEET**



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### 49.35.140 Construction plans.

- (a) *Generally.* The developer must submit construction plans for all proposed public improvements and associated private improvements and utilities within and outside the proposed development's boundary.
- (b) *Construction plan submittal.*
  - (1) *Plan sets.* Prior to submittal of the final plat, and before the start of any construction, the developer must furnish to the City and Borough Permit Center complete sets of construction plans, profiles, details, and special construction provisions for all existing and proposed improvements. The director of engineering and public works shall determine the number of plan sets to be submitted. Plan sets will be forwarded to the appropriate City and Borough departments and agencies.
  - (2) *Engineer's stamp.* Construction plans must be stamped by the professional engineer licensed in the State of Alaska who is responsible for the improvement designs. Multiple engineer stamps are required for plans with multiple discipline designs, e.g., civil, electrical, structural engineering.
- (c) **Construction plan—Details.**
  - (1) *Size.* All construction plans shall be submitted on 22- by 34-inch sheets. The director of engineering and public works may approve alternative sheet sizes.
  - (2) *Information.* The drawings must contain the following information:
    - (A) Name of subdivision.
    - (B) Type of work.
    - (C) Date.
    - (D) Name of engineer preparing the drawings and the engineer's stamp.
    - (E) Space for approval signature by the director of engineering and public works.
    - (F) A north arrow and scale.
  - (3) *Scale.* Horizontal scale must be one inch equals 50 feet or greater. Vertical scale must be one inch equals five feet or less with a minimum scale of one inch equals ten feet. The director of engineering and public works may approve alternative scales.
  - (4) *Benchmarks.* The locations, elevations and description of datum of permanent benchmarks must be shown.
  - (5) *Street profiles.* Profiles of streets shall indicate finished and existing grades for centerline of the street and shall extend a minimum of 200 feet beyond the limits of the proposed project or, if intersecting an existing street, extend to the far side of the existing street.
  - (6) *[Details to be included.]* Plans and profiles, where applicable, shall include location, elevation, size, materials, and all other details of the proposed improvements.
  - (7) *[Complete data.]* Complete survey data must be shown for all horizontal and vertical curves.
  - (8) *[Location of utilities.]* Construction plans shall include the location of all existing and proposed utilities.
- (d) **As-built drawings.** The developer, upon completion of required improvements, must submit a reproducible and digital format copy of as-built plans unless otherwise required by the director of engineering and public works.

(Serial No. 87-49, § 2, 1987; Serial No. 2015-03(c)(am), § 23, 8-31-2015 )

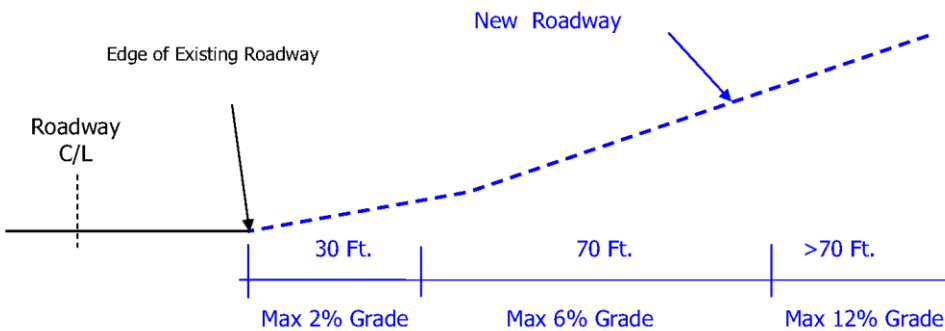


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### 49.35.240 Improvement standards.

- (a) *Right-of-way widths.* The minimum right-of-way width of proposed streets is as follows:
- (1) Arterials: 100 feet; minor, 80 feet.
  - (2) Collectors: 60 feet.
  - (3) Streets other than arterials and collectors: 60 feet.
  - (4) Cul-de-sacs: temporary or permanent turnaround: a diameter of 120 feet.
  - (5) Alleys: 20 feet.
  - (6) Stairways and other non-motorized access routes: 15 feet.
  - (7) Half streets. Whenever there exists a dedicated or platted half street or alley adjacent to the tract of land to be developed, the other half of the street or alley must be platted, dedicated, and the entire street or alley constructed to current improvement standards.
  - (8) Substandard width. Any previously platted right-of-way with less than the minimum standards identified for the traffic generated shall be improved to meet the minimum requirements established by this title.
- (b) *Right-of-way minimum width reductions.* The director may reduce minimum right-of-way width requirements:
- (1) For a collector, the right-of-way width may be reduced by up to ten feet.
  - (2) For streets with less than 500 average daily trips, or a privately maintained access road in a right-of-way, the width may be reduced by up to 25 feet.
  - (3) Where the dedicated right-of-way abuts and runs parallel to an exterior property line, will serve as a half-street, and will be developed as a low volume street or a driveway in a right-of-way, the width may be reduced by up to 30 feet.
  - (4) Alleys and stairway right-of-ways may be reduced by up to five feet.
  - (5) The director shall make written findings supporting right-of-way minimum width reductions granted under this section. The director's findings shall state that:
    - (A) The applicant has provided room for electric utility features and demonstrates that if the road is upgraded in the future to include additional sidewalks that there is sufficient right-of-way for construction of the sidewalks without need for retaining walls over two feet in height.
    - (B) There is sufficient right-of-way or easements to allow for drainage improvements required by construction of the sidewalks.
    - (C) That any driveways shall be constructed to accommodate the elevations of future sidewalks.
    - (D) No additional right-of-way width will be required in order to provide for sufficient access to abutting lands.
    - (E) There is sufficient room for snow storage.
- (c) *Sight distance.* Sight distances for intersection, passing and stopping must be in accordance with the specifications set forth in "A Policy on Geometric Design of Highways and Streets".
- (d) *Street grades.* Street grades are as follows:

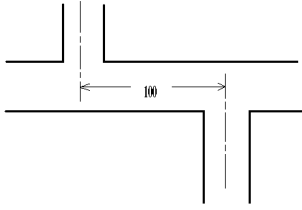
- (1) *Maximum.* Grades on arterial streets must not exceed six percent. Grades on other streets must not exceed 12 percent.
  - (2) *Minimum.* The minimum grade for all streets is one-half percent.
  - (3) *Cross slope.* The minimum cross slope on all streets is three percent.
  - (4) *Exception.* Grades for all streets in hillside areas may be increased under certain circumstances according to chapter 49.70, article II, hillside development.
- (e) *Intersections.*
- (1) *Corner sight distance.* Corner sight distance must be in accordance with CBJ 49.35.240, however, in no case shall the sight distance be less than 200 feet.
  - (2) *Intersection angle.* Intersections of right-of-way lines must not be less than 60 degrees. The intersection of the centerline of the constructed roadway must not be less than 80 degrees.
  - (3) *Grade.* The grade for the approach leg of a new roadway at an intersection must not exceed two percent for the first 30 feet, measured from the edge of the existing roadway. The grade for the next 70 feet of the new roadway must not exceed six percent (See Figure 1).



### Maximum Grades at the Intersection of a New Roadway

**Figure 1**

- (4) *Adjustment to grade.* In certain circumstances, the director of engineering and public works may require the centerline grade to be adjusted to ensure the grades along the edge of the intersecting street do not exceed the maximum grades listed above.
- (5) *Alignment.* A proposed street that will intersect with an existing cross street shall, whenever practicable, align with an existing street intersection on the opposite side of the cross street. Street jogs that have center line offsets of less than 100 feet, shall not be permitted (See Figure 2).



Street jogs shall be no less than 100' apart, measured from the center of the street.

**Figure 2**

(f) *Curves.*

- (1) *Design.* Curves shall be designed in accordance with "A Policy on Geometric Design of Highways and Streets."
- (2) *Vertical curve.* The minimum length of vertical curves is 200 feet unless otherwise approved by the director of engineering and public works.

(g) *Cul-de-sacs.*

- (1) *Length.* Streets designed to have one end permanently closed shall be no more than 600 feet and not less than 150 feet in length measured from the center of the intersection to the radius point of the turnaround. The director for minor subdivisions, and the commission for major subdivisions, may authorize a longer or shorter cul-de-sac if it is found that the unique characteristics of the site warrant modification to the length.
- (2) *Temporary cul-de-sacs.* Temporary cul-de-sacs will be allowed where a street can practically be extended to provide for connecting streets into an adjoining undeveloped land, is located in a right-of-way or in an easement for public access, and if the following are met:
  - (A) The temporary portions of the cul-de-sac shall be easements on the plat rather than as dedicated right-of-way. Such easements shall allow for public access and maintenance as if it were dedicated right-of-way until such time the easements are vacated. The easements shall not contribute towards lot area.
  - (B) All of the cul-de-sac must be constructed to permanent street construction standards except as noted in (G) below.
  - (C) The CBJ will record a release of the easements for the temporary portions of the cul-de-sac at the state recorder's office at Juneau at the time the cul-de-sac is removed and the street improvements have been extended.
  - (D) Easement lines for the temporary cul-de-sac will be considered front property lines for determining building setbacks.
  - (E) All improvements, including utilities and private driveways, must be designed to accommodate the eventual extension of the street and reversion of the temporary cul-de-sac to adjoining

properties. The construction plans shall demonstrate those improvements connecting through a temporary cul-de-sac will still comply with CBJ standards after the temporary cul-de-sac is removed.

- (F) Temporary cul-de-sacs must provide required access and minimum frontage on a publically maintained right-of-way to all lots using the cul-de-sac as access. If the cul-de-sac is not extended to the adjoining property, the maximum length of an unconstructed right-of-way between the temporary cul-de-sac and the adjoining property shall be the minimum lot width for the zoning district. If the right-of-way is located in more than one zoning district, the shortest minimum lot width shall be used. The right-of-way between the constructed temporary cul-de-sac and the adjoining property shall be subject to the stub street requirements of this Title (See Figure 3).

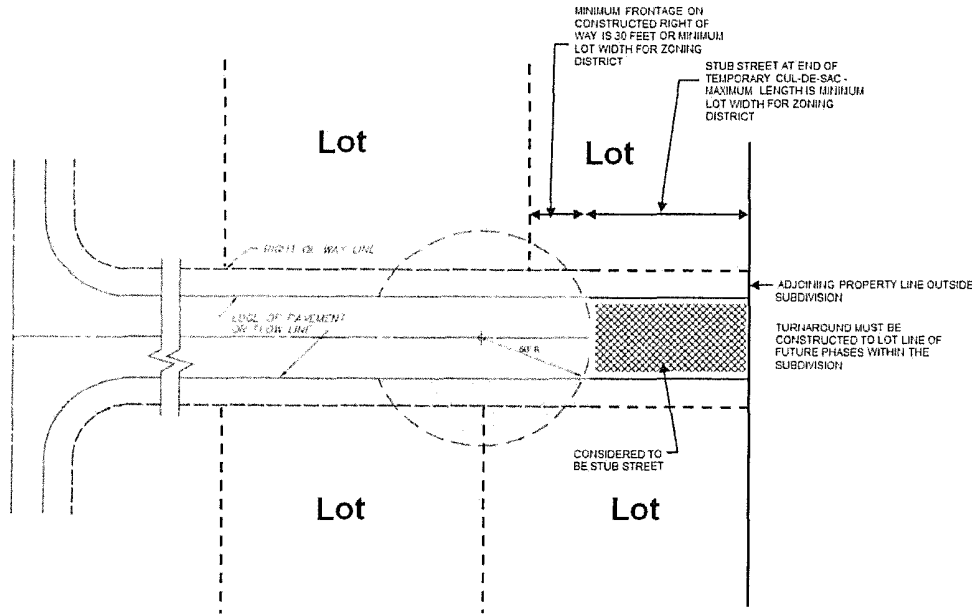


Figure 3

- (G) The temporary cul-de-sac may be located on property within the subdivision intended for future subdivision phases in conjunction with a platted right-of-way. It may also be located outside the subdivision boundary entirely within an easement (See Figure 4). If the temporary cul-de-sac is constructed on property outside of the subdivision boundary, then curb, gutter, and sidewalks are not required for the temporary cul-de-sac.

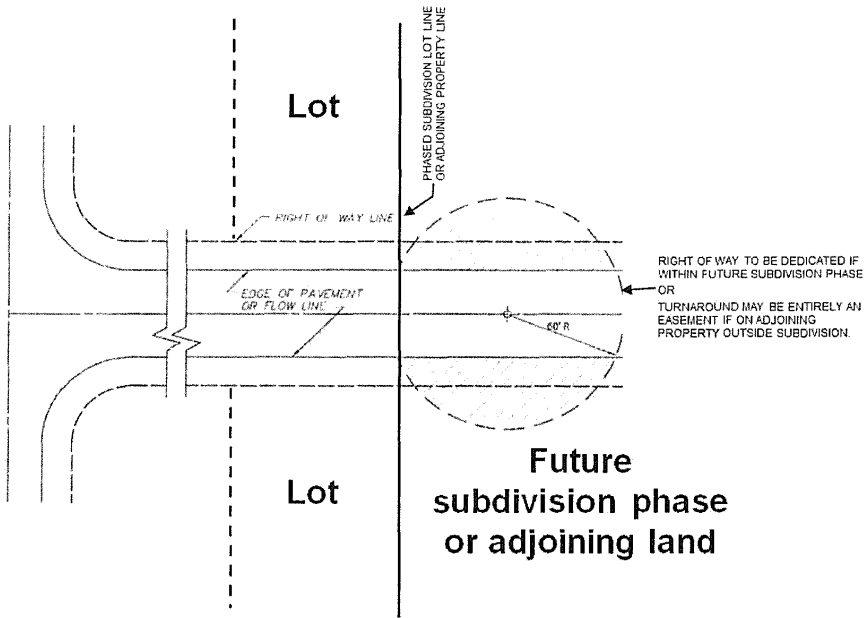


Figure 4

- (H) The plat shall include the following note "Temporary cul-de-sac easement shall be vacated upon extension of street unless the director determines all or a portion of the cul-de-sac may remain."
- (I) When the developer of adjoining property is required to connect to the temporary cul-de-sac, the temporary portions of the cul-de-sac shall be removed. The director, after considering public safety, costs, and recommendations of the director of engineering and public works department and of the fire marshal, shall determine if the developer may leave all or part of the temporary portions of the cul-de-sac. If any temporary cul-de-sac portion is removed, then the resulting constructed right-of-way shall conform to CBJ standards.
- (3) *Hammerhead turnarounds.* Hammerhead turnarounds may be built in lieu of a temporary cul-de-sac, upon approval by the director of engineering and public works.
- (h) *Streets construction standards.*
  - (1) *Arterials.* The subdivider is not responsible for the construction of arterial streets, but may be required to dedicate the necessary right-of-way during the platting process.
  - (2) *Other streets.* Other than arterials, street shall comply with the following:

Table 49.35.240 Table of roadway construction standards

Avg. Daily Trips (ADT)	Adopted Traffic Impact Analysis Required	Sidewalks	Travel Way Width	Street Lights	Width	Paved Roadway Required	Publicly Maintained

≥ 500	Yes	Both sides	26 ft.	At all intersections	60 ft. Public ROW <sup>ii</sup>	Yes	Yes
212 to 499	Maybe	One side	24 ft.	At all intersections	60 ft. Public ROW <sup>ii</sup>	Yes	Yes
0 to 211	No	Not required	22 ft.	At intersection of subdivision streets and external street system	60 ft. Public ROW <sup>ii</sup>	Yes	Yes
0 to 211	No	Not required	20 ft. <sup>i</sup>	At intersection of subdivision streets and external street system	60 ft. Public ROW <sup>ii</sup>	No, if outside the urban service area	No
0 to 70	No	Not required	20 ft. <sup>i</sup>	No	50 ft. private easement	No <sup>iii</sup>	No

<sup>i</sup> Or as required by the Fire Code at CBJ 19.10.

<sup>ii</sup> ROW width may be reduced as prescribed at CBJ 49.35.240.

<sup>iii</sup> Except as provided by CBJ 49.35.262(b)(9).

- (3) *Signs and markings.* The subdivider must install street name signs, traffic control signs, and traffic control pavement markings in accordance with approved plans and the requirements of the current issue of the Manual on Uniform Traffic Control Devices, including the current Alaska Traffic Manual Supplement, published by the Alaska Department of Transportation and Public Facilities.
- (i) *Street waivers.* The director, after considering the recommendations of the director of the engineering and public works department and of the fire marshal, may waive the following and no other street improvement requirements:
- (1) Right-of-way relocation. If a plat is submitted for the purpose of relocating a right-of-way, the director may waive all or some of the construction requirements under the following conditions:
    - (A) The proposed relocation will improve access to abutting or neighboring property not otherwise adequately served.
    - (B) The subdivider has provided sufficient engineering information to demonstrate to the director of engineering and public works the feasibility of constructing a public street at the location of the relocated right-of-way.
    - (C) The relocated right-of-way and the resulting subdivision layout will conform to all the other standards of this chapter.
    - (D) The improvements required in the new right-of-way will not be less than those in the existing right-of-way.
    - (E) No additional lots are being platted.



(2) *Stub streets.*

- (A) The director for minor subdivisions and the commission for major subdivisions may waive the full construction of a roadway within a right-of-way that is required to provide access to a bordering property, and does not provide required access to any lot within the subdivision. A developer requesting a stub street waiver shall demonstrate in the construction plans that a street can reasonably be constructed to CBJ standards in the right-of-way. The commission or director may require provision of a roadbed, utility line extensions, or other appropriate improvements (See Figure 5).

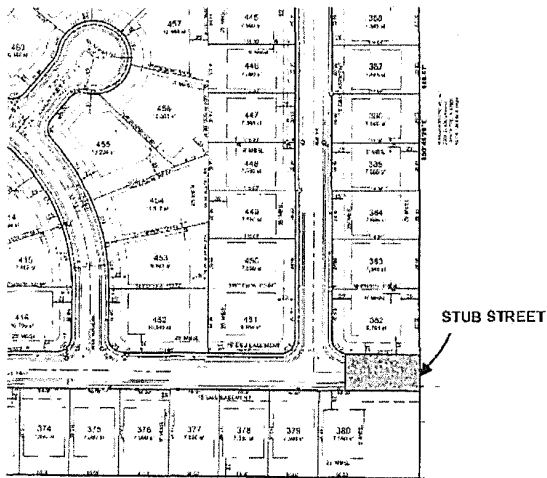


Figure 5

- (B) Reserved.
- (C) When the developer of adjoining property is required to connect to the stub street, then the developer of the adjoining property will be required to construct the stub street to City and Borough standards at the time.
- (3) *Remote subdivisions accessible by navigable water.* The commission and the director may waive roadway improvements and other street construction requirements for remote subdivisions accessed solely by navigable water.
- (4) *Roadway construction standards waivers.* Roadway construction standards identified in Table 49.35.240 may be waived in accordance with this subsection for any street reconstruction project, not including routine maintenance; or any new street construction project located in a right-of-way platted before 1987. Waivers shall be in writing.
- (A) Roadway construction standards may be waived by the director if:
- (i) The existing roadway does not comply with the roadway construction standards identified in Table 49.35.240;
  - (ii) There are unique circumstances that make compliance with the requirements of the table unreasonable;
  - (iii) The proposed project will not aggravate the intent of the requirements of this chapter; and
  - (iv) The proposed project complies with the American Association of State Highway and Transportation Officials' guidelines.

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- (B) Roadway construction standards may be waived by the commission if:
- (i) The existing roadway does not comply with the roadway construction standards identified in Table 49.35.240;
  - (ii) There are unique circumstances that make compliance with the requirements of the table unreasonable;
  - (iii) The proposed project will not aggravate the intent of the requirements of this chapter; and
  - (iv) Unique circumstances make compliance with the American Association of State Highway and Transportation Officials' guidelines unreasonable, and the commission requires sufficient safeguards to protect public health, safety, and welfare under the circumstances.
- (j) *Pioneer path standards.* The following standards shall apply to remote subdivisions accessed by pioneer paths.
- (1) Interior access shall be provided solely by pioneer path in a right-of-way. The right-of-way width of a pioneer path within a remote subdivision shall be 60 feet.
  - (2) Grades for pioneer paths must not exceed 18 percent. The maximum cross slope grade must not exceed five percent.
  - (3) The width of a pioneer path shall not exceed 54 inches of tread, and must be located within a six-foot corridor.
  - (4) Pioneer paths shall be designed and constructed to prohibit vehicular traffic wider than 48 inches from using the path, which may include the use of boulders, bollards, or any other similar structure.
- (k) *Responsibility for improvements.* Unless otherwise provided, it shall be the responsibility of the subdivider to pay the cost of all right-of-way and street improvements caused by any development, as determined by the director.

(Serial No. 87-49, § 2, 1987; Serial No. 88-30, § 2, 1988; Serial No. 2002-20, § 5, 8-5-2002; Serial No. 2006-15, § 8, 6-5-2006; Serial No. 2010-41, § 2, 1-10-2011; Serial No. 2015-03(c)(am), § 27, 8-31-2015 ; Serial No. 2016-26(b), 4-3-2017, eff. 5-4-2017 ; Serial No. 2018-08, § 2, 3-5-2018, eff. 4-5-2018 ; Serial No. 2019-08, § 2, 4-22-2019, eff. 5-23-2019 )

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## 49.35.250 Access.

- (a) *Principal access to the subdivision.* Except as provided below, the department shall designate one right-of-way as principal access to the entire subdivision. Such access, if not already accepted for public maintenance, shall be improved to the applicable standards for public acceptance and maintenance. It shall be the responsibility of the subdivider to pay the cost of the right-of-way improvements.
- (1) *Principal access to remote subdivisions.* The department shall designate the principal access to the remote subdivision. Such access may be by right-of-way.
- (b) *Publicly maintained access within a subdivision.* Unless otherwise provided in this section or in 49.15.420(a)(1), all lots must satisfy the minimum frontage requirement and have direct and practical access to the right-of-way through the frontage. The minimum frontage requirement on a right-of-way is 30 feet or the minimum lot width for the zoning district or use as provided in CBJ 49.25.400. These requirements for frontage and access can be accomplished by:
- (1) Dedication of a new right-of-way with construction of the street to public standards. This street must connect to an existing publicly maintained street;
- (2) Use of an existing publicly maintained street;
- (3) Upgrading the roadway within an existing right-of-way to public street standards. This existing right-of-way must be connected to another publically maintained street; or
- (4) A combination of the above.
- (c) *Privately maintained access within a subdivision.* Lots shall front and have direct access to a publically maintained street except as:
- (1) *Privately maintained public access.* A subdivision may create new lots served by a privately maintained access within a public right-of-way not maintained by an agency of government as provided by CBJ 49.35, article II, division 3. All lots must have either a minimum of 30 feet of frontage on a right-of-way, or the minimum lot width for the zoning district or use as provided in CBJ 49.25.400.
- (2) *Private shared access.* A lot in a subdivision is exempt from having the minimum frontage on a public right-of-way when a shared access is approved pursuant to CBJ 49.35, article II, division 2. All lots served by a shared access shall have a minimum of 30 feet of frontage on the shared access.
- (d) *Remote subdivisions accessible by navigable waterbodies.* All lots in a remote subdivision solely accessible by navigable waterbodies must have a minimum of 30 feet of frontage on, and direct and practical access to, either the navigable water or a right-of-way. The right-of-way must have direct and practical access to the navigable water.
- (e) *Access within remote subdivisions accessible by pioneer paths.* All lots must either have direct and practical access with a minimum of 30 feet of frontage on the right-of-way, or the minimum lot width for the zoning district or use as provided in CBJ 49.25.400.

( Serial No. 2016-26(b) , § 9, 4-3-2017, eff. 5-3-2017)

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#### **49.40.200 General applicability.**

Developers must provide off-street parking spaces for automobiles in accordance with the requirements set forth in this chapter at the time any structure is erected, expanded, or when there is a change in the principal use.

- (a) *Special parking areas.*
  - (1) *Town center parking area.* The town center parking area, as depicted in Ordinance 2022-04(b) is adopted. The town center parking area consists of the lots within the area bound by West Tenth Street, Egan Drive, West Twelfth Street, D Street, West Ninth Street, C Street and its projection, West Eight Street and its projection, the rear lot lines of property between 370 through Distin Avenue, Sixth Street and its projection, Harris Street, projection of Third Street, projection of East Street, projection of Second Street, projection of Harris Street, the rear lot lines of property between 143 and 400 Gastineau Avenue, the rear lot lines of property between 511 and 889 South Franklin Street, and Gastineau Channel.
  - (2) *No parking required area.* The no parking required area, as depicted in Ordinance 2022-04(b) is adopted. The lots within the area bound by Gastineau Avenue, Fourth Street, Seward Street, Gastineau Channel, 490 South Franklin Street, and Layton Way are excluded from the parking requirements of this chapter. No additional parking is required for development in this area.
- (b) *Conforming parking.* The requirements, alternatives and reductions of this chapter can be combined to meet parking requirements of a development.
- (c) *Developer responsibility.* Developer must submit documentation to demonstrate that applicable parking code requirements have been met, in conformance with this chapter.
- (d) *Owner/occupant responsibility.* The provision and maintenance of off-street parking and loading spaces required in this chapter is a continuing obligation and joint responsibility of the owner and occupants.
- (e) *Determination.* The determination of whether the parking requirements of this chapter are satisfied, with or without conditions, and deemed necessary for consistency with this title, must be made by:
  - (1) The director for minor development;
  - (2) The commission for major development; or
  - (3) The commission if the development application relates to a series of applications for minor developments that, taken together, constitute major development, as determined by the director.
- (f) *Expansion.* In cases of expansion of a structure on or after the effective date of Ordinance 2022-04(b) :
  - (1) The number of additional off-street parking spaces required must be based on the gross floor area added.
  - (2) No additional parking spaces are required if the additional spaces would amount to less than ten percent of the total required for the development and amount to two or less spaces.
  - (3) For phased expansion, the required off-street parking spaces is the amount required for the completed development, as determined by the director.
- (g) *Change in use.* In cases of a change in use on or after the effective date of Ordinance 2022-04(b) , the number of spaces required will be based on this chapter.
- (h) *Replacement and reconstruction of certain nonconforming structures.* Off-street parking requirements for the replacement and reconstruction of certain nonconforming structures in residential districts must be governed by chapter 49.30.

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- (i) *Mixed occupancy.* Mixed occupancy is when two or more of the parking uses in section 49.40.210 share the same lot(s). For mixed occupancy, the total requirement for off-street parking facilities is the sum of the requirements for the uses computed separately.
  - (j) *Uses not specified.* The requirements for off-street parking in section 49.20.320 are based on the requirements for the most comparable use specified, as determined by the director for minor development or by the commission for major development.
  - (k) *Location.* Off-street parking facilities must be located as provided in this chapter. If a distance is specified, such distance is the walking distance measured from the building being served to the parking provision. Off-street parking facilities for:
    - (1) Single-family dwellings and duplexes must be on the same lot as the building served;
    - (2) Multifamily dwellings may not be more than 100 feet distant, unless compliant with section 49.40.215; and
    - (3) Uses other than those specified above, may be not more than 500 feet distant, unless compliant with section 49.40.215.
  - (l) *Off-street parking requirements for a lot accessible by air or water only.* Off-street parking requirements do not apply to a lot if it is accessible only by air or water. If the director determines that public access by automobile to the lot later becomes available, the owner of the property must be given notice and within one year must provide the required off-street parking.

( Serial No. 2022-04(b) , § 2, 4-25-2022, eff. 5-26-2022)

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### **49.40.300 Applicability.**

- (a) A traffic impact analysis (TIA) shall be required as follows:
- (1) A development projected to generate 500 or more average daily trips (ADT) shall be required to have a traffic impact analysis.
  - (2) A development projected to generate fewer than 250 ADT shall not be required to have a traffic impact analysis.
  - (3) A development projected to generate more than 250 ADT but fewer than 500 ADT shall be required to have a traffic impact analysis if the Community Development Department Director determines that an analysis is necessary based on the type of development, its location, the likelihood of future expansion, and other factors found relevant by the director.
  - (4) The applicant shall provide the traffic projections for the project, and the department will review and approve the final figures.
  - (5) A TIA must be prepared by a licensed engineer, or a transportation planner, with traffic analysis experience, approved by the director.
- (b) The department shall require the applicant to contact the Alaska Department of Transportation and Public Facilities to determine whether a state permit or TIA will be required.

(Serial No. 2008-01, § 2, 1-28-08)

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### 49.50.300 Minimum vegetative cover.

A minimum percent by area of each development site shall be maintained with live vegetative cover according to the following table. In the event of a conflict between district and area standards, the greater shall apply.

Zoning District	Percentage of Lot in Vegetation
D-1, D-3, and D-5, residential districts	20
D-10 SF residential districts	15
D-10, D-15, and D-18 multifamily residential districts	30
MU2, mixed use district	5
MU3, mixed use district	10
NC, neighborhood commercial district	25
LC, light commercial district	15
GC, general commercial district	10
WC, waterfront commercial district	10
WI, waterfront industrial district	5
I, industrial district	5
Convenience store, outside a commercial district	20

(Serial No. 87-49, § 2, 1987; Serial No. 96-20, § 2, 1996; Serial No. 98-09, § 7, 1998; Serial No. 98-20, § 3, 1998; Serial No. 2007-39, § 12, 6-25-2007; Serial No. 2013-03, § 2, 1-28-2013, eff. 2-28-2013 ; Serial No. 2021-35(am), § 7, 2-7-2022, eff. 3-10-2022)

## *ARTICLE II. HILLSIDE DEVELOPMENT*

### **49.70.200 Purposes.**

The purposes of this article are to:

- (1) Ensure that hillside development provides erosion and drainage control to protect adjoining parcels;
- (2) Protect waterways from sedimentation and pollution;
- (3) Minimize injury or damage to people or property from natural or artificial hazards in hillside development; and
- (4) Minimize any adverse aesthetic impact of hillside development.

(Serial No. 87-49, § 2, 1987)

### **49.70.210 Applicability and scope.**

(a) This article applies to all development on hillsides in the City and Borough that involves the following:

- (1) Removal of vegetative cover;
- (2) Excavation of any slope in excess of 18 percent;
- (3) Creation of a new slope in excess of 18 percent for a vertical distance of at least five feet; or
- (4) Any hazard area identified on the landslide and avalanche area maps dated September 9, 1987, consisting of sheets 1—8, as the same may be amended from time to time by the assembly by ordinance or any other areas determined to be susceptible to geophysical hazards.

(b) All hillside development endorsement applications shall be reviewed by the planning commission, except the following may be reviewed by the director:

- (1) An excavation below finished grade for basements and footings of a building, a retaining wall or other structure authorized by a building permit, provided that this shall not exempt any fill made with the material from such excavation nor any excavation having an unsupported height greater than two feet after the completion of the associated structure.
- (2) Graves.
- (3) Mining, quarrying, excavating, processing, or stockpiling of rock, sand, gravel, aggregate or clay provided such operations do not affect the location or peak volume of runoff, the location or amount of standing water, or the lateral support for, the stresses in, or the pressure upon, any adjacent or contiguous property.
- (4) Exploratory excavations less than 200 square feet in area and under the direction of a civil engineer with knowledge and experience in the application of geology in the design of civil work.
- (5) An excavation which:
  - (A) Is less than two feet in depth and covers less than 200 square feet; or



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- (B) Does not create a cut slope greater than five feet in height or steeper than one and one-half horizontal to one vertical.
  - (6) A fill less than one foot in depth and intended to support structures which fill is placed on natural terrain with a slope flatter than five horizontal to one vertical, which does not exceed 20 cubic yards on any one lot and which does not obstruct a drainage course.
  - (7) A fill less than three feet in depth and not intended to support structures which fill is placed on natural terrain on a slope flatter than five horizontal to one vertical, which does not exceed 50 cubic yards on any one lot and which does not obstruct a drainage course.
  - (8) **Minor development.**

(Serial No. 87-49, § 2, 1987; Serial No. 2006-15, § 22, 6-5-2006; Serial No. 2015-03(c)(am), § 51, 8-31-2015 )

#### **49.70.220 Hillside development endorsement application.**

- (a) All development on hillsides shall be pursuant to a hillside development endorsement.
- (b) **The developer shall apply for and obtain a hillside development endorsement prior to any site work other than land and engineering surveys and soils exploration.**

(Serial No. 87-49, § 2, 1987; Serial No. 2015-03(c)(am), § 52, 8-31-2015 )

#### **49.70.230 Fees.**

The City and Borough shall charge the developer the gross hourly rate for professional review of the application and for inspection. The developer shall deposit one percent of the value of the site development, excluding that portion of the site determined by the engineer to be subject to a public transmission facility permit, in a specially designated reserve account, against which the City and Borough may bill its documented time and expenses. The developer shall promptly replenish this amount when requested, and no endorsement may be issued if there is any deficiency in the developer's reserve account. All unexpended funds in the reserve account shall be returned to the developer upon final approval of development or when the engineer is satisfied that the work under the hillside development endorsement has been completed and the requirements of this chapter have been met.

(Serial No. 87-49, § 2, 1987)

#### **49.70.240 Application.**

The application shall be accompanied by the following materials, which shall be signed and stamped by a civil engineer, architect, geologist or land surveyor licensed in the State of Alaska:

- (1) A vicinity map, at a clear and legible scale, showing roads, place and street names and natural waterbodies.
- (2) Site maps, showing the present condition of the site at a clear and legible scale compatible with the size of the development and including:
  - (A) Two-foot contours for flat terrain or five-foot contours for steep terrain and extending 50 feet in all directions beyond the development site; 12 percent line, 30 percent line;
  - (B) Water bodies, tidelands and drainage ways from the development site to accepting natural waterbody;

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- (C) Lot boundaries and easements for the site and adjacent lots; and
  - (D) Existing improvements on the site and adjacent lots, including structures, roads, driveways and utility lines.
- (3) The application shall include a finished proposed site plan at a clear and legible scale that includes the following information:
- (A) Finished grade at two-foot contours for flat terrain or five-foot contours for steep terrain and extending 50 feet in all directions beyond the development site; 12 percent line, 30 percent line.
  - (B) Water bodies, tidelands and drainage ways, and temporary and permanent drainage systems from the development site to the accepting natural waterbody.
  - (C) Lot boundaries, easements and setback lines.
  - (D) The location of improvements including structures, roads, driveways, utility lines, culverts, walls and cribbing.
  - (E) Clearing limits of existing vegetative cover.
  - (F) A cross section of the development site.
- (4) The application shall include detailed engineering drawings of roads, driveways, parking areas, structural improvements for foundations, off-site stormwater runoff systems; cross sections and road elevations.
- (5) A description of the source and type of any off-site fill, and the site for depositing excess fill.
- (6) A landscaping plan, including all trees to be retained in excavation areas, all plant species and locations; temporary slope protection measures; erosion and siltation control measures; seeding or sodding materials, a planting and maintenance program; and methods of stabilization and protection of bare slopes.
- (7) An engineering geologic report, including a summary of the relevant surface and bedrock geology of the site, a discussion of active geologic processes with conclusions and recommendations regarding the effect of geologic factors on the proposed development; data regarding the nature, distribution and relevant parameters of existing soils, recommendations for grading procedures; design criteria for corrective measures as necessary, and recommendations covering the suitability of the site for the proposed development.
- (8) A work schedule, by phase.
- (9) Such other different or more detailed submissions as may be required.
- (Serial No. 87-49, § 2, 1987; Serial No. 2015-03(c)(am), § 54, 8-31-2015 )

#### **49.70.250 Standards for approval.**

Hillside development shall meet the following minimum standards:

- (1) *Roads.* The City and Borough road standards shall apply to hillside development, except that:
  - (A) *Modification of standards.* The engineer or planning commission may modify road standards as identified in subsections (1)(B) and (C) of this section, if:
    - (i) The developer's traffic analysis and circulation, land ownership, and development patterns indicate future use of the roadway at less than collector street levels;

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- (ii) The modification would enable the development to meet, or more closely approximate, the criteria set forth in section 49.70.260; and either
  - (iii) The proposed road or access in question would result in a permanent cul-de-sac; or
  - (iv) A secondary access to the proposed development exists or will be developed as a part of the project.
- (B) *Road width.* The width of a section of residential roadway may be narrowed to 20 feet, with a single four-foot pedestrian way and underground storm drain system, if:
- (i) The section is not more than 200 feet in length, and is separated from other such sections by at least 100 feet of standard roadway;
  - (ii) No entrances, intersections or parking are allowed in the section;
  - (iii) Guard rails, if any, are designed to permit the passage of plowed snow;
  - (iv) There is at least a 200-foot line of sight along the centerline of the section;
  - (v) The section enables the development to meet, or more closely approximate, the criteria set forth in section 49.70.260;
  - (vi) Grouped off-street parking spaces are provided at the entry to the section; and
  - (vii) Adequate provision is made for storage of snow.
- (C) *Road grade.* The grade of a section of residential roadway may be increased to a maximum of 15 percent if:
- (i) The section is not more than 200 feet in length and separated from other such sections by at least 100 feet of roadway;
  - (ii) No entrances or intersections are allowed in the section;
  - (iii) Through intersections at the end of the section have approaches at least 50 feet long measured from the edge of the traveled way of the crossroad and are at a grade of eight percent or less; intersections requiring a full stop have approaches no less than 20 feet long at a grade of two percent or less, or no less than 50 feet long at a grade between two and six percent;
  - (iv) Any guard rails are designed to permit the passage of plowed snow;
  - (v) All sight distances conform to standards of the American Association of State Highway and Transportation Officials; and
  - (vi) The section enables the development to meet, or more closely approximate, the criteria set forth in section 49.70.260.
- (2) *Weather.* The engineer may prohibit a developer from earthmoving during periods of very wet soil conditions, in which case the permit shall be extended by a like period.
- (3) *Sediment.* The developer shall not allow any increase in sediment to flow off-site during or after construction if such would be likely to cause an adverse impact on a down slope lot or waterbody.
- (4) *Peak discharge.* The developer shall ensure that during and after construction of major development, the peak discharge of all streams and natural drainage ways at the down slope boundary shall be no greater than that occurring prior to excavation.

(Serial No. 87-49, § 2, 1987)

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### **49.70.260 Criteria.**

The commission or director shall consider the extent to which the development meets the following criteria:

- (1) *Soil erosion.* Soil disturbance and soil erosion shall be minimized and the effects thereof mitigated.
- (2) *Existing vegetation.* Depletion of existing vegetation shall be minimized.
- (3) *Contours.* The developer shall recontour the finished grade to natural-appearing contours which are at or below 30 percent or the natural angle of repose for the soil type, whichever is lower, and which will hold vegetation.
- (4) *Time of exposure and soil retention.* The developer shall minimize the period of time that soil is exposed and shall employ mats, silt blocks or other retention features to maximize soil retention.
- (5) *Replanting.* The developer shall mat, where necessary, and plant all exposed soil in grass or other soil-retaining vegetation and shall maintain the vegetation for one full growing season after planting.
- (6) *Drainage.* The developer shall minimize disturbance to the natural course of streams and drainage ways. Where disturbance is unavoidable, the developer shall provide a drainage system or structures which will minimize the possibility of sedimentation and soil erosion on-site and downstream and which will maintain or enhance the general stream characteristics, spawning quality, and other habitat features of the stream and its receiving waters. Where possible, development shall be designed so lot lines follow natural drainage ways.
- (7) *Foundations.* The developer shall ensure that buildings will be constructed on geologically safe terrain.
- (8) *Very steep slopes.* The developer shall minimize excavation on slopes over 30 percent.
- (9) *Soil retention features.* The developer shall minimize the use of constructed retention features. Where used, their visual impact shall be minimized through the use of natural aggregate or wood, variation of facade, replanted terraces, and the like.
- (10) *Wet weather periods.* The developer shall minimize exposure of soil during the periods of September 1—November 30 and March 1—May 1.

(Serial No. 87-49, § 2, 1987; Serial No. 2015-03(c)(am), § 54, 8-31-2015 )

### **49.70.270 Conditions on approval.**

The commission or director may place conditions upon a hillside development endorsement as necessary or desirable to ensure that the spirit of this chapter will be implemented in the manner indicated in the application. Fulfillment of conditions shall be certified by the engineer. The conditions may consist of one or more of the following:

- (1) *Development schedule.* The commission or director may place a reasonable time limit on or require phasing of construction activity associated with the development or any portion thereof, in order to minimize construction-related disruption to traffic and neighbors or to ensure that the development is not used or occupied prior to substantial completion of required improvements.
- (2) *Dedications.* The commission or director may require conveyances of title or other legal or equitable interests to public entities, public utilities, a homeowner's association, or other common entities. The developer may be required to construct any public facilities, such as drainage retention areas, to City and Borough standards prior to dedication.

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- (3) *Construction guarantees.* The commission or director may require the posting of a bond or other surety or collateral providing for whole or partial releases, in order to ensure that all required improvements are constructed as specified in the approved plans.
  - (4) *Lot size.* If justified by site topography, the commission or director may require larger lot areas than prescribed by zoning requirements.

(Serial No. 87-49, § 2, 1987; Serial No. 2015-03(c)(am), § 55, 8-31-2015 )

## ***Chapter 49.85 FEES FOR LAND USE ACTIONS***

### **49.85.100 Generally.**

Processing fees are established for each development, platting and other land use action in accordance with the following schedule:

- (1) Minor development.
  - (A) Reserved;
  - (B) Staff review, no charge if a building permit is required;
  - (C) Sign permit, \$50.00 for the first two signs, and \$20.00 for each additional sign.
- (2) Minor subdivision or consolidation.
  - (A) Subdivision creating additional lots, \$400.00 plus \$25.00 for each resulting lot;
  - (B) Subdivision creating no additional lots, \$110.00 plus \$25.00 for each lot changed.
- (3) Major development, conditional use permits or modifications, allowable use permits, and wetlands permits. The fees for these land use actions are based on classes of uses, and shall be paid upon application for permit issuance or modification as set forth in subsections (3)(A)—(E) of this section. The fee for an extension of a permit shall be \$250.00 for any class of use.
  - (A) Class I uses, \$350.00. Class I uses are:
    - (i) Mobile homes on single lots;
    - (ii) Agricultural uses of under 50,000 square feet;
    - (iii) Residential structures, four or fewer units;
    - (iv) Transient structures, 12 or fewer rooms for rent;
    - (v) Day care and child care homes;
    - (vi) Accessory or incidental recycling activities under section 49.25.300, category 11.120 uses;
  - (B) Class II uses, \$500.00. Class II uses are:
    - (i) Commercial, mixed use or enclosed industrial uses with less than 10,000 square feet of building space and using less than one acre of land;
    - (ii) Agricultural uses of 50,000 or more square feet;
    - (iii) Residential structures, five to ten dwelling units;
    - (iv) Transient structures, 13 to 30 rooms for rent;
    - (v) Day care and child care centers;
    - (vi) Floating residences and floating structures under 2,500 square feet;
    - (vii) Churches, schools, and additions thereto;
  - (C) Class III uses, \$750.00. Class III uses are:

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- (i) Commercial, mixed use or enclosed industrial uses with 10,000 to 20,000 square feet of building space or using one to three acres of land;
  - (ii) Residential structures, 11 to 30 dwelling units;
  - (iii) Transient structures, 31 to 90 rooms for rent;
  - (iv) Floating structures, 2,500 to 10,000 square feet;
- (D) Class IV uses, \$1,000.00. Class IV uses are:
- (i) Commercial, mixed use or enclosed industrial uses with 20,001 to 40,000 square feet of building space or using more than three but less than six acres of land;
  - (ii) Residential structures, 31 to 60 dwelling units;
  - (iii) Transient structures, 91 to 180 rooms for rent;
  - (iv) Unenclosed industrial uses using less than three acres of land (e.g., batch plants, quarries, sand and gravel operations, junkyards, heliports, and outside storage);
  - (v) Floating structures over 10,000 square feet.
- (E) Class V uses, \$1,600.00. Class V uses are:
- (i) Commercial, mixed use or enclosed industrial uses with more than 40,000 square feet of building space or using six or more acres of land;
  - (ii) Unenclosed industrial uses using three or more acres of land;
  - (iii) Residential structures, over 60 dwelling units;
  - (iv) Transient structures, over 180 rooms for rent;
  - (v) City and state projects with estimated project cost over \$2,500,000.00.
- (4) Major subdivisions, including mobile home subdivisions.
- (A) Preliminary plat, \$110.00 per lot;
  - (B) Final plat, \$70.00 per lot;
  - (C) Reserved;
  - (D) Plat amendment, \$110.00 plus \$25.00 per lot.
- (5) Street vacation, \$500.00.
- (6) Administration of developer's subdivision improvement guaranty.
- (A) Performance bond, \$50.00;
  - (B) Deposit in escrow, \$140.00;
  - (C) Deed of trust, reconveyance, agreement or substitution of trust and reconveyance lots, \$140.00 for first lot, plus \$25.00 for each additional lot.
- (7) Access driveways in rights-of-way, \$400.00.
- (8) Special use or area.
- (A) Mining.
    - (i) Exploration approval, \$200.00;
    - (ii) Small mine permit and amendment, \$1,200.00;

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- (iii) Large mine permit and amendment, \$3,600.00, plus any special fee established pursuant to section 49.65.130;
  - (iv) Technical revision \$500.00;
  - (v) Ownership transfer requests \$500.00;
  - (vi) Summary approval. The fees for a summary approval action shall be based on the classes of uses as established in 49.85.100(3).
- (B) Mobile home parks.
    - (i) Preliminary review, \$90.00 per lot or \$250.00, whichever is greater;
    - (ii) Final review, \$60.00 per lot or \$250.00, whichever is greater.
  - (C) Recreational vehicle parks, conditional use permit, \$400.00.
  - (D) Hillside development endorsement. Gross hourly rate for professional review and inspection, \$60.00.
  - (E) Planned Unit Development (PUD) and Cottage Housing.
    - (i) Preliminary plan application approval, \$400.00 plus \$80.00 per residential unit;
    - (ii) Final plan approval, \$300.00 plus \$60.00 per residential unit.
  - (F) Development in landslide or avalanche hazard area conditional use, \$400.00.
  - (G) Alternative residential subdivisions.
    - (i) Preliminary plan application review, \$400.00 plus \$80.00 per residential unit;
    - (ii) Final plan review, \$300.00 plus \$60.00 per residential unit.
  - (H) Floodplain development permit.
    - (i) Minor development, no building permit required, \$45.00.
    - (ii) Major development, building permit required, \$100.00.
    - (iii) Exception, \$400.00.
- (9) Zone changes and comprehensive plan amendments, \$600.00.
  - (10) *Variances and alternative development permits.*
    - (A) Administrative variance, \$120.00;
    - (B) Non-administrative variance, \$400.00.
  - (11) Street name change, \$400.00.
  - (12) Preparation of deed restrictions, certificates of common ownership, and similar documents, \$100.00.
  - (13) Sidewalk obstruction permit under CBJ 62.10.010: \$100.00.
  - (14) Certification of zoning compliance letters, \$150.00.
  - (15) Appeal of director's decision, refundable if applicant prevails, \$200.00.
  - (16) Fee not listed. The processing fee for any development, platting, or other land use action not specifically listed in this section shall be the fee established for the most similar action listed, as determined by the community development director.



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- (17) Fee cancellation. The director may authorize the refunding of a portion of the fee paid for a land use action when the permit application is cancelled before completion of the land use review process. The director may estimate the amount of work not completed and set the amount of the refund at that amount, less ten percent of the fee.
  - (18) Wireless communication facility application fees.
    - (A) Application fees required by subsection 49.65.940(b): \$350.00.
    - (B) Additional fee required for special use permit applications required by subsection 49.65.970(b)(1): \$500.00.
    - (C) Any actual costs incurred for technical expert review, publication and mailings.
  - (19) Marijuana license fee, \$250.00.
  - (20) Certification of nonconforming status, \$150.00; fee is waived if applied for in conjunction with a development permit.
  - (21) Parking waiver, \$400.00. If the application is filed in conjunction with a major development permit the fee shall be reduced by 20 percent.
  - (22) Fee in lieu, \$10,000.00 per off-street parking space required.

(Serial No. 87-49, § 2, 1987; Serial No. 91-02, § 2, 1991; Serial No. 91-42, § 2, 1991; Serial No. 92-42, § 4, 1992; Serial No. 94-24, § 2, 1994; Serial No. 95-33, § 10, 1995; Serial No. 95-40, § 5, 1996; Serial No. 96-30, § 8, 1996; Serial No. 97-04, § 2, 1997; Serial No. 97-12, § 3, 1997; Serial No. 2000-38, § 2, 10-16-2000; Serial No. 2003-07(am), § 7, 5-12-2003; Serial No. 2010-15(c), § 3, 5-19-2010; Serial No. 2014-32(e)am, § 4, 9-29-2014, eff. 10-29-2014 ; Serial No. 2015-03(c)(am), § 61, 8-31-2015 ; Serial No. 2015-38(b)(am), § 2 5-2-2016, eff. 6-2-2016 ; Serial No. 2017-16, § 3, 6-26-2017, eff. 7-27-2017 ; Serial No. 2018-04(b), § 3, 5-14-2018, eff. 6-14-2018 ; Serial No. 2018-41(c), § 4, 12-17-2018, eff. 1-17-2019 ; Serial No. 2019-37, § 8, 3-16-2020, eff. 4-16-2020 ; Serial No. 2021-06, § 7, 4-26-2021, eff. 5-26-2021; Serial No. 2021-19, § 10, 8-2-2021, eff. 9-1-2021; Serial No. 2022-04(b) , § 5, 4-25-2022, eff. 5-26-2022; Serial No. 2021-36 , § 4, 9-12-2022, eff. 10-13-2022)

#### **49.85.110 Amendment of rates.**

The manager may adjust the rates in this chapter from time to time to reflect changes in the cost of providing municipal services generally.

(Serial No. 87-49, § 2, 1987)

#### **49.85.130 Payment of fees.**

No application, petition, request or appeal for which a fee is established under this title shall be complete unless accompanied by the required fee and shall be returned unless accompanied by such fee. All fees shall be nonrefundable except, if the appellant prevails in an appeal to the assembly or if the appeal is withdrawn prior to commencement of the hearing, the appeal fee shall be refunded less \$25.00 and hearing officer expenses incurred to withdrawal.

(Serial No. 87-49, § 2, 1987)

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**49.85.140 Development, work, or use commencing before permit application or issuance.**

- (a) Any development, work, or use for which a permit is required under this title, but for which no permit is applied for and issued prior to the commencement of the development, work, or use requiring the permit, shall be subject to processing fees in an amount double that specified in section 49.85.100 for the permit.
- (b) The director may waive processing fees in excess of those listed in section 49.85.100 upon a finding that processing the permit application will not require staff time and/or materials in excess of what would have been required to process the permit application if it had been applied for prior to commencing the development, work, or use.

(Serial No. 2009-04, § 2, 6-8-2009)

## ARTICLE II. PARKING AND LOADING<sup>1</sup>

### 49.40.200 General applicability.

Developers must provide off-street parking spaces for automobiles in accordance with the requirements set forth in this chapter at the time any structure is erected, expanded, or when there is a change in the principal use.

- (a) *Special parking areas.*
  - (1) *Town center parking area.* The town center parking area, as depicted in Ordinance 2022-04(b) is adopted. The town center parking area consists of the lots within the area bound by West Tenth Street, Egan Drive, West Twelfth Street, D Street, West Ninth Street, C Street and its projection, West Eight Street and its projection, the rear lot lines of property between 370 through Distin Avenue, Sixth Street and its projection, Harris Street, projection of Third Street, projection of East Street, projection of Second Street, projection of Harris Street, the rear lot lines of property between 143 and 400 Gastineau Avenue, the rear lot lines of property between 511 and 889 South Franklin Street, and Gastineau Channel.
  - (2) *No parking required area.* The no parking required area, as depicted in Ordinance 2022-04(b) is adopted. The lots within the area bound by Gastineau Avenue, Fourth Street, Seward Street, Gastineau Channel, 490 South Franklin Street, and Layton Way are excluded from the parking requirements of this chapter. No additional parking is required for development in this area.
- (b) *Conforming parking.* The requirements, alternatives and reductions of this chapter can be combined to meet parking requirements of a development.
- (c) *Developer responsibility.* Developer must submit documentation to demonstrate that applicable parking code requirements have been met, in conformance with this chapter.
- (d) *Owner/occupant responsibility.* The provision and maintenance of off-street parking and loading spaces required in this chapter is a continuing obligation and joint responsibility of the owner and occupants.
- (e) *Determination.* The determination of whether the parking requirements of this chapter are satisfied, with or without conditions, and deemed necessary for consistency with this title, must be made by:
  - (1) The director for minor development;
  - (2) The commission for major development; or

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<sup>1</sup>Sec. 2 of Serial No. 2022-04(b) , adopted April 25, 2022, repealed and reenacted art. II in its entirety to read as herein set out. Former art. II pertained to the same subject matter, consisted of §§ 49.40.200—49.40.230, and derived from Serial No. 87-49, 1987; Serial No. 89-05, 1989; Serial No. 89-33, 1989; Serial No. 92-11, 1992; Serial No. 97-49, 1997; Serial No. 2006-14(b), adopted May 15, 2006; Serial No. 2006-15, adopted June 5, 2006; Serial No. 2006-33am, adopted October 30, 2006; Serial No. 2007-18, adopted April 23, 2007; Serial No. 2009-22(b), adopted October 12, 2009; Serial No. 2010-22, adopted July 19, 2010 ; Serial No. 2015-07(b)(am), adopted February 13, 2015; Serial No. 2015-32 , adopted August 10, 2015; Serial No. 2016-14 , adopted May 2, 2016; Serial No. 2016-46 , adopted March 6, 2017; Serial No. 2018-31 , adopted June 4, 2018; and Serial No. 2019-37 , adopted March 16, 2020.

- (3) The commission if the development application relates to a series of applications for minor developments that, taken together, constitute major development, as determined by the director.
- (f) *Expansion.* In cases of expansion of a structure on or after the effective date of Ordinance 2022-04(b) :
  - (1) The number of additional off-street parking spaces required must be based on the gross floor area added.
  - (2) No additional parking spaces are required if the additional spaces would amount to less than ten percent of the total required for the development and amount to two or less spaces.
  - (3) For phased expansion, the required off-street parking spaces is the amount required for the completed development, as determined by the director.
- (g) *Change in use.* In cases of a change in use on or after the effective date of Ordinance 2022-04(b) , the number of spaces required will be based on this chapter.
- (h) *Replacement and reconstruction of certain nonconforming structures.* Off-street parking requirements for the replacement and reconstruction of certain nonconforming structures in residential districts must be governed by chapter 49.30.
- (i) *Mixed occupancy.* Mixed occupancy is when two or more of the parking uses in section 49.40.210 share the same lot(s). For mixed occupancy, the total requirement for off-street parking facilities is the sum of the requirements for the uses computed separately.
- (j) *Uses not specified.* The requirements for off-street parking in section 49.20.320 are based on the requirements for the most comparable use specified, as determined by the director for minor development or by the commission for major development.
- (k) *Location.* Off-street parking facilities must be located as provided in this chapter. If a distance is specified, such distance is the walking distance measured from the building being served to the parking provision. Off-street parking facilities for:
  - (1) Single-family dwellings and duplexes must be on the same lot as the building served;
  - (2) Multifamily dwellings may not be more than 100 feet distant, unless compliant with section 49.40.215; and
  - (3) Uses other than those specified above, may be not more than 500 feet distant, unless compliant with section 49.40.215.
- (l) *Off-street parking requirements for a lot accessible by air or water only.* Off-street parking requirements do not apply to a lot if it is accessible only by air or water. If the director determines that public access by automobile to the lot later becomes available, the owner of the property must be given notice and within one year must provide the required off-street parking.

( Serial No. 2022-04(b) , § 2, 4-25-2022, eff. 5-26-2022)

**49.40.210 Number of off-street parking spaces required.**

- (a) *General.* The minimum number of off-street parking spaces required must be as set forth in the following table. The number of spaces must be calculated and rounded down to the nearest whole number:

Use	Spaces Required in All Other Areas	Spaces Required in Town Center Parking Area
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Single-family and duplex	2 per each dwelling unit	1 per each dwelling unit
Multifamily units	1 per one bedroom unit	0.4 per one bedroom unit
	1.5 per two-bedroom unit	0.6 per two-bedroom unit
	2.0 per three- or more bedroom unit	0.8 per three- or more bedroom unit
Rooming house, boardinghouse, single-room occupancies with shared facilities, bed and breakfast, halfway house, and group home	1 per 2 bedrooms	1 per 5 bedrooms
Single-room occupancies with private facilities	1 per each single-room occupancy plus 1 additional per each increment of four single-room occupancies with private facilities	1 per 5 single-room occupancies, plus 1 per each increment of ten single-room occupancies with private facilities.
Accessory apartment	1 per each unit	0 per each unit
Motel	1 per each unit in the motel	1 per each 12 units in the motel
Hotel	1 per each four units	1 per each 12 units
Hospital and nursing home	2 per bed OR one per 400 square feet of gross floor area	2 per bed OR one per 400 square feet of gross floor area
Senior housing	0.6 parking spaces per dwelling unit	0.3 spaces per dwelling unit
Assisted living facility	0.4 parking spaces per maximum number of residents	0.4 parking spaces per maximum number of residents
Sobering center	1 parking space per 12 beds	2 parking spaces
Theater	1 for each four seats	1 for each 10 seats
Church, auditorium, and similar enclosed places of assembly	1 for each four seats in the auditorium	1 for each 10 seats in the auditorium
Bowling alley	3 per alley	1.2 per alley
Bank, office, retail commercial, salon and spa	1 per 300 square feet of gross floor area	1 per 750 square feet of gross floor area
Medical or dental clinic	1 per 200 square feet of gross floor area	1 per 400 square feet of gross floor area
Funeral Home	1 per six seats based on maximum seating capacity in main auditorium	1 per 15 seats based on maximum seating capacity in main auditorium
Warehouse, storage, and wholesale businesses	1 per 1,000 square feet of gross floor area	1 per 2,500 square feet of gross floor area
Restaurant and alcoholic beverage dispensary	1 per 200 square feet of gross floor area	1 per 750 square feet of gross floor area
Swimming pool serving general public	1 per four persons based on pool capacity	1 per 10 persons based on pool capacity
Shopping center and mall	1 per 300 square feet of gross leasable floor area	1 per 750 square feet of gross floor area
Convenience store	49.65 Article V	1 per 750 square feet of gross floor area
Watercraft moorage	1 per three moorage stalls	2 per 15 moorage stalls
Manufacturing uses; research, testing and	1 per 1,000 square feet gross floor area except that office space must	1 per 2,500 square feet gross floor area except that office space must provide parking as provided for offices

processing, assembling, industry	provide parking as required for offices	
Library and museum	1 per 600 square feet gross floor area	1 per 1,500 square feet of gross floor area
School, elementary	2 per classroom	2 per classroom
Middle school or junior high	1.5 per classroom	1.5 per classroom
High school	A minimum of 15 spaces per school; where auditorium or general assembly area is available, one per four seats; one additional space per classroom	A minimum of 15 spaces per school; where auditorium or general assembly area is available, one per four seats; one additional space per classroom
College, main campus	1 per 500 square feet of gross floor area of an enclosed area, or, where auditorium or general assembly area is available, one per four seats, whichever is greater	1 per 500 square feet of gross floor area of an enclosed area, or, where auditorium or general assembly area is available, one per four seats, whichever is greater
College, satellite facilities	1 per 300 square feet of gross floor area of an enclosed area, or, where auditorium or general assembly area is available, one per four seats, whichever is greater	1 per 300 square feet of gross floor area of an enclosed area, or, where auditorium or general assembly area is available, one per four seats, whichever is greater
Repair/service station	5 spaces per bay. For facilities with two or more bays, up to 60 percent of the required non-accessible parking spaces may be in a stacked parking configuration.	3 spaces per bay. All but two of the required non-accessible parking spaces may be in a stacked configuration
Post office	1 per 200 square feet gross floor area	1 per 500 square feet of floor area
Childcare Home	49.65 Article X, cannot be varied or FIL	49.65 Article X, cannot be varied or FIL
Childcare Center	49.65 Article X, cannot be varied or FIL	49.65 Article X, cannot be varied or FIL
Indoor sports facilities, gyms	1 per 300 square feet gross floor area	1 per 750 square feet gross floor area
Mobile Food Vendors	No parking requirement	No parking requirement
Open air food service (TPU 8.3)	1 per 400 square feet of gross floor area.	Zero

- (b) *Accessible parking spaces.* Accessible parking spaces must be provided as part of the required off-street parking spaces, according to the following table (Table 49.40.210(b)). Except, Accessible parking spaces are not required for residential uses that require fewer than ten parking spaces and there are no visitor parking spaces.

<b>Total Parking Spaces in Lot</b>	<b>Required Minimum Number of Accessible Parking Spaces</b>
1 to 25	1
26 to 50	2

51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1,000	2 percent of total spaces
1,001 and over	20 plus 1 space for each 100 spaces over 1,100 total spaces in lot

(c) *Facility loading spaces.* In addition to the required off-street parking requirements, a development must provide loading spaces as set forth in the following table:

Use	Gross Floor Area in Square Feet		Loading Space Required
	All other areas	Town Center Parking District	
Motels and hotels	5,000—29,999	6,000—60,000	1
	30,000—60,000		2
	Each additional 30,000	Each additional 30,000	1
Commercial	5,000—24,999	6,000—50,000	1
	25,000—50,000		2
	Each additional 30,000	Each additional 30,000	1
Industrial, manufacturing, warehousing, storage, and processing	5,000—24,999	6,000—50,000	1
	25,000—50,000		2
	Each additional 30,000	Each additional 30,000	1
Hospital	5,000—40,000	6,000—40,000	1
	Each additional 40,000	Each additional 40,000	1
School	For every two school buses		1
Home for the aged, convalescent home, correctional institution	More than 25 beds		1

( Serial No. 2022-04(b) , § 2, 4-25-2022, eff. 5-26-2022)

#### 49.40.215 Parking alternatives.

Parking alternatives are methods of accommodating required parking without building parking on site. A developer may apply for one or more parking alternatives. Parking alternatives may be combined with approved reductions.

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- (a) *Joint use.* Joint use occurs when the same off-street parking space is used to meet the parking requirement of different uses at different times. Joint use of off-street parking spaces may be authorized when the developer demonstrates there is no substantial conflict in the principal operating hours of the structures and uses involved and subject to the following requirements:
- (1) Any structure or use sharing the off-street parking facilities of another structure or use must be located within 500 feet of such parking facilities, unless a lesser radius is identified in this chapter. A developer may apply to provide off-street parking in an area greater than 500 feet distant, if approved by the commission.
  - (2) The developer demonstrates with appropriate analysis or data that there is no substantial conflict in the principal operating hours of the structures or users for which joint use of off-street parking facilities is proposed.

The developer must present to the director a written instrument, proposed by the parties concerned, providing for joint use of off-street parking facilities. Upon approval by the director, such instrument must be recorded by the developer and documentation of recording provided to the director.

- (b) *Loading spaces off-site.* The required loading space(s) may be met by an alternative private off-site loading parking space, if the alternate space is determined by the director of adequate capacity and proximity. In no case will the distance exceed standards established in subsection 49.40.200(k).

( Serial No. 2022-04(b) , § 2, 4-25-2022, eff. 5-26-2022)

#### **49.40.220 Parking reductions.**

A parking reduction reduces the required off-street parking spaces for a development. A developer may apply for one or more parking reductions. Accessible parking spaces must not be reduced and must be provided in accordance with subsection 49.40.210(b). Loading spaces must not be reduced and must be provided in accordance with subsection 49.40.210(c).

- (a) *Parking waivers.* The required number of parking spaces required by this chapter may be reduced if the requirements of this section are met.
- (1) *Standards.* Any waiver granted under this section must be in writing and must include the following required findings and any conditions, such as public amenities, imposed by the director or commission that are consistent with the purpose of this title:
    - (A) The effect of granting a waiver would result in more benefits than detriments to the neighboring area and community as a whole as identified by the comprehensive plan; and
    - (B) The effect of granting a waiver will not materially endanger public health, safety, or welfare.
  - (2) *Relevant information.* The following information may be relevant for the director or commission's review:
    - (A) Analysis or data relevant to the intended use and related parking demands.
    - (B) Provision for alternative transportation.
    - (C) Traffic mitigation measures supported by industry standards.
    - (D) Bicycle and pedestrian amenities.
  - (3) *Applications.* Applications for parking waivers must be on a form specified by the director and must be accompanied by a one-time fee as provided in chapter 49.85.



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- (4) *Public notice.* The director must mail notice of any complete parking waiver application to the owners of record of property located within a 250-foot radius of the site seeking the waiver. If the parking waiver application is filed in conjunction with a major development permit, notice of both applications should be made concurrently in accordance with CBJ 49.15.230.
  - (5) *Expiration.* An approved parking waiver expires upon a change in use.
  - (b) *Town center parking area, fee-in-lieu of off-street parking spaces.* In the town center parking area, a developer may pay a one-time fee in lieu of providing off-street parking spaces to satisfy the minimum parking requirements of this chapter. Fee in lieu can be used in any combination with other parking provisions of this chapter. Any fee in lieu due must be paid in full prior to the issuance of a temporary certificate of occupancy.

( Serial No. 2022-04(b) , § 2, 4-25-2022, eff. 5-26-2022)

#### **49.40.225 Dimensions and signage for required off-street parking spaces.**

- (a) *Standard spaces.*
  - (1) Except as provided in this section, each standard parking space must consist of a generally rectangular area at least eight and one-half feet by 17 feet. Lines demarcating parking spaces may be drawn at any angle to curbs or aisles so long as the parking spaces so created contain within them the rectangular area required by this section.
  - (2) Spaces parallel to the curb must be no less than 22 feet by six and one-half feet.
- (b) *Accessible spaces.*
  - (1) Each accessible parking space must consist of a generally rectangular area at least 13 feet by 17 feet, including an access aisle of at least five feet by 17 feet. Two accessible parking spaces may share a common access aisle.
  - (2) One in every eight accessible parking spaces, but not less than one, must be served by an access aisle with a width of at least eight feet and must be designated "van-accessible."
  - (3) Accessible parking spaces must be designated as reserved by a sign showing the symbol of accessibility. "Van-accessible" parking spaces must have an additional sign designating the parking space as "van-accessible" mounted below the symbol of accessibility. A sign must be located so it cannot be obscured by a vehicle parked in the space.
  - (4) Access aisles for accessible parking spaces must be located on the shortest accessible route of travel from parking area to an accessible entrance.
- (c) *Facility loading spaces.*
  - (1) Each off-street loading space must be not less than 30 feet by 12 feet, must have an unobstructed height of 14 feet six inches, and must be permanently available for loading.

( Serial No. 2022-04(b) , § 2, 4-25-2022, eff. 5-26-2022)

#### **49.40.230 Parking area and site circulation review procedures.**

- (a) *Purpose.* The purpose of these review procedures is to ensure that proposed parking and related site access areas provide for adequate vehicular and pedestrian access and circulation; that parking spaces are usable, safe, and conveniently arranged; that sufficient consideration has been given to off-street loading and unloading; and that the parking area will be properly drained, lighted, and landscaped.

(b) *Plan submittal.* Development applications must include plans for parking and loading spaces. Major development applications must include plans prepared by a professional engineer or architect. These plans may be part of a plan submission prepared in conjunction with the required review of another aspect of the proposed development.

(1) *Contents.* The plans must contain the following information:

- (A) Parking and loading space plans drawn to scale and adequate to show clearly the circulation pattern and parking area function;
- (B) Existing and proposed parking and loading spaces with dimensions, traffic patterns, access aisles, and curb radii;
- (C) Improvements including roads, curbs, bumpers and sidewalks indicated with cross sections, designs, details, and dimensions;
- (D) A parking schedule indicating the number of parking spaces required, the number provided, and how such calculations were determined;
- (E) Topography showing existing and proposed contour intervals; and
- (F) Landscaping, lighting and sign details, if not provided in conjunction with the required review of another aspect of the proposed development.

(2) *Waiver of information.* The director may waive submission of any required exhibits.

(c) *Review procedure.* Plans must be reviewed and approved according to the procedures of this chapter and chapter 49.15.

(d) *Public improvements required.* As a condition of plan approval, the department may require a bond approved as to form by the municipal attorney for the purpose of ensuring the installation of off-site public improvements. As a condition of plan approval, the applicant is required to pay the cost of providing reasonable and necessary public improvements located outside the property limits of the development but necessitated by construction or improvements within such development.

( Serial No. 2022-04(b) , § 2, 4-25-2022, eff. 5-26-2022)

**49.40.235 Parking and circulation standards.**

(a) *Purpose.* Provisions for pedestrian and vehicular traffic movement within and adjacent to the site must address layout of parking areas, off-street loading and unloading needs, and the movement of people, goods, and vehicles from access roads, within the site, and between buildings and vehicles. Parking areas must be landscaped and must feature safely arranged parking spaces.

(b) *Off-street parking and loading spaces; design standards.*

- (1) *Access.* There must be adequate ingress and egress from parking spaces. The required width of access drives for driveways must be determined as part of plan review depending on use, topography and similar considerations.
- (2) *Size of aisles.* The width of aisles providing direct access to individual parking stalls must be in accordance with the following table. Other angles may be approved by the director that satisfy the needs of this chapter.

Parking Angle	0°	30°	45°	60°	90°
One-way traffic aisle width	13'	11'	13'	18'	24'

Two-way traffic aisle width	19'	20'	21'	23'	24'
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- (3) *Location in different zones.* No access drive, driveway or other means of ingress or egress may be located in any residential zone if it provides access to uses other than those permitted in such residential zone.
- (4) *Sidewalks and curbing.* Sidewalks must be provided with a minimum width of four feet of passable area and must be raised six inches or more above the parking area except when crossing streets or driveways. Guardrails and wheel stops permanently anchored to the ground must be provided in appropriate locations. Parked vehicles must not overhang or extend over sidewalk areas, unless an additional sidewalk width of two feet is provided to accommodate such overhang.
- (5) *Stacked parking.* Stacked parking spaces may only be counted as required parking spaces for single-family residences, duplexes, and as otherwise specified for specific uses. In the case of single-family residences and duplexes with or without accessory uses and child care homes in a residential district, only a single parking space per dwelling unit may be a stacked parking space.
- (6) *Back-out parking.* Parking space aisles must provide adequate space for turning and maneuvering on-site to prevent back-out parking onto a right-of-way. If the director or the commission, when the commission has authority, determines back-out parking would not unreasonably interfere with the public health and safety of the parking space aisles and adjacent right-of-way traffic, back-out parking is allowed in the following circumstance:
  - (A) In the case of single-family dwellings and duplexes with or without accessory uses located in residential and rural reserve zoning districts;
  - (B) Where the right-of-way is an alley; or
  - (C) In the case of a child care home in a residential district.
- (c) *Drainage.*
  - (1) Parking areas must be suitably drained.
  - (2) Off-site drainage facilities and structures requiring expansion, modification, or reconstruction in part or in whole as the result of the proposed development must be subject to off-site improvement requirements and standards as established by the city.
- (d) *Lighting.* Parking areas must be suitably lighted. Lighting fixtures must be "full cutoff" styles that direct light only onto the subject parcel.
- (e) *Markings and access.* Parking stalls, driveways, aisles and emergency access areas and routes must be clearly marked.
- (f) *General circulation and parking design.*
  - (1) Parking space allocations must be oriented to specific buildings. Parking areas must be linked by walkways to the buildings they serve.
  - (2) Where pedestrians must cross service roads or access roads to reach parking areas, crosswalks must be clearly designated by pavement markings or signs. Crosswalk surfaces must be raised slightly to designate them to drivers, unless drainage problems would result.

( Serial No. 2022-04(b) , § 2, 4-25-2022, eff. 5-26-2022)





# SUBDIVISION AND DEVELOPMENT PLAN APPLICATION

See subdivision hand-outs 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	<b>PROJECT SUMMARY</b>																				
	Number of Existing Parcels _____	Total Land Area _____																			
	Number of Resulting Parcels _____																				
	<b>HAS THE PARCEL BEEN CREATED BY A MINOR SUBDIVISION IN THE PRECEDING 24 MONTHS</b>																				
NO _____ YES Case Number _____																					
<b>TYPE OF SUBDIVISION OR PLATTING APPROVAL REQUESTED</b>																					
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; text-align: center;"><b>MINOR DEVELOPMENT</b> (changing or creating 13 or fewer lots)</td> <td style="width: 50%; text-align: center;"><b>MAJOR DEVELOPMENT</b> (changing or creating 14 or more lots)</td> </tr> <tr> <td>Preliminary Plat (MIP)</td> <td>Preliminary Plat (SMP)</td> </tr> <tr> <td>Final Plat (MIF)</td> <td>Final Plat (SMF)</td> </tr> <tr> <td>Panhandle Subdivision</td> <td>Preliminary Development Plan – PUD (PDP)</td> </tr> <tr> <td>Accretion Survey</td> <td>Final Development Plan – PUD (PDF) Preliminary</td> </tr> <tr> <td>Boundary Adjustment</td> <td>Development Plan – ARS (ARP) Final</td> </tr> <tr> <td>Lot Consolidation (SLC)</td> <td>Development Plan – ARS (ARF)</td> </tr> <tr> <td>Bungalow Lot Subdivision</td> <td>Bungalow Lot Subdivision</td> </tr> <tr> <td>Common Wall/Zero Lot Subdivision</td> <td>Common Wall/Zero Lot Subdivision</td> </tr> <tr> <td>Other _____</td> <td>Other _____</td> </tr> </table>		<b>MINOR DEVELOPMENT</b> (changing or creating 13 or fewer lots)	<b>MAJOR DEVELOPMENT</b> (changing or creating 14 or more lots)	Preliminary Plat (MIP)	Preliminary Plat (SMP)	Final Plat (MIF)	Final Plat (SMF)	Panhandle Subdivision	Preliminary Development Plan – PUD (PDP)	Accretion Survey	Final Development Plan – PUD (PDF) Preliminary	Boundary Adjustment	Development Plan – ARS (ARP) Final	Lot Consolidation (SLC)	Development Plan – ARS (ARF)	Bungalow Lot Subdivision	Bungalow Lot Subdivision	Common Wall/Zero Lot Subdivision	Common Wall/Zero Lot Subdivision	Other _____	Other _____
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Other _____	Other _____																				
<b>ALL REQUIRED DOCUMENTS ATTACHED</b>																					
<p><b>Pre-application conference notes</b></p> <p><b>Narrative including:</b></p> <ul style="list-style-type: none"> <li>Legal description(s) of property to be subdivided</li> <li>Existing structures on the land</li> <li>Zoning district</li> <li>Density</li> <li>Access</li> <li>Current and proposed use of any structures</li> <li>Utilities available</li> <li>Unique characteristics of the land or structure(s)</li> </ul> <p><b>Preliminary Plat checklist</b></p>																					

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

SUBDIVISION/PLATTING FEES	Fees	Check No.	Receipt	Date
Application Fees	\$ _____			
Admin. of Guarantee	\$ _____			
Adjustment	\$ _____			
<b>Total Fee</b>	<b>\$ _____</b>			

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

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

Case Number	Date Received
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# PRELIMINARY PLAT CHECK LIST

Name of Proposed Subdivision: \_\_\_\_\_

**The following items must be included with the initial submittal of a Preliminary Plat:**

- Application, filled out completely
- Project Narrative
- Pre-application Conference Report
- Disclosure of all known environmental hazards and any proposed mitigation measures recommended in the applicable environmental document.
- Preliminary Plat Checklist: I have reviewed the checklist and all submittals for completeness and accuracy.
- Application fee (see fee schedule)
- ~~Five (5) – 24” by 36” Copies~~ (1) full size PDF original of plat.
- Lot Closure Report

\_\_\_\_\_  
Applicant or Surveyor - Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant or Surveyor - Print Name

**GENERAL REQUIREMENTS**

- The preliminary plat shall be prepared by a professional land surveyor, registered in the State of Alaska
- The preliminary plat shall be submitted on 22 by 34 inch sheets. The director of engineering and public works may approve alternate sheet sizes
- The preliminary plat shall be drawn with black ink to a scale of one-inch to 100 feet or less, or other suitable scale approved by the director of engineering and public works
- The preliminary plat shall be oriented with north toward the top of the sheet.
- A vicinity map shall be located in the upper right-hand corner of the sheet
- The vicinity map shall be oriented in the same direction as the plat
- A suitable north arrow shall be shown for the plat and vicinity map
- All line work and lettering must be of professional quality, and all line widths and lettering sizes must be of such size that all information can be clearly shown without overlap or confusion

**GRAPHIC REQUIREMENTS** - A preliminary plat shall contain the following information:

**Title block** - An enclosed title block in the lower right-hand corner containing the following information:

- The proposed name of the subdivision
- The legal description of the parcel to be subdivided including U.S. Survey, U.S. Mineral Survey, A.T.S. number or section, township, and range number, as applicable
- “City and Borough of Juneau, Alaska”
- “State Recorder’s Office at Juneau”
- The date the preliminary plat was prepared and revised
- The horizontal scale
- The name and address of the owner of record
- The name, address, and telephone number of the surveyor preparing the preliminary plat

**Lot, block, and street information:**

- The area of each lot
- The dimensions in feet and hundredths of a foot
- An identifying number and letter for lots and blocks
- Lots numbered consecutively, commencing with the number "1," with no omissions or duplications
- If the remainder of an original parcel being subdivided is relatively large, it shall be designated as a "tract" with an identifying number
- All parcels of land intended to be dedicated for public use or reserved for the use of all of the property owners in the proposed subdivision shall be shown as lots, and consecutively numbered. The purpose and any conditions or limitations on the use of the parcel shall be noted on the plat
- Abutting properties shall be shown with dashed lines, numbers, and/or letters
- For resubdivisions or public way vacations, the lines and legal description of the previous lots shall be shown with light dashed lines, numbers, and/or letters, or by a separate plat on the same sheet showing the previous lot lines
  - The minimum data shown for each curve shall be as follows:
    - Length
    - Central angle
    - Radius
    - Bearing and distance of long chord
  - Setbacks shall be shown on all corner lots and any lots with multiple frontage. Setbacks shall be shown on typical lots

**Boundary lines:**

- All boundary lines of the subdivision with bearings and distances described
- All retraced boundary lines shall show record and measured bearings and distances where they differ. Record dimension information shall be shown within parentheses and include a record source identification
- The exterior boundary lines of the subdivision shall be a solid black opaque line that is of a width that distinguishes it from all other property lines shown on the plat
- If phasing is proposed, then the boundaries and number of each phase, sequential lot numbering, and a subdivision name consistent with previous phases shall be shown

**Monumentation:**

- The monuments used to establish the basis of bearing
- Each monument found or set shall be identified on the plat by a symbol
- A complete description of the monument, including type and all information printed on the cap. A typical drawing shall be shown for each type of monument cap set
- A legend showing the symbols for all the types of monuments
- The identification, description location, elevation, and datum of the benchmark used to establish vertical control

**Site access, circulation, and utilities:**

- The widths and names of existing rights-of-way within the subdivision and within 100 feet of the subdivision boundary
- Proposed rights-of-way, including their widths and proposed names
- The grades of existing and proposed streets within these rights-of-way
- The width, ownership, use, and record reference of all proposed and existing easements within the subdivision and within 100 feet of the subdivision boundary
- The width, ownership, and use of all proposed easements

## Preliminary Plat Checklist

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- All proposed and existing easements shall have sufficient dimensions shown to determine their location on the ground
- Existing trails or pathways within the subdivision and within 100 feet of the subdivision boundary, including the width of any associated rights-of way or easements
- Proposed trails or pathways and widths of their rights-of-way
- If the plat submitted covers only a part of the tract under the control of the applicant, a sketch plat of the prospective street system of the unplatted part shall be submitted
- The location of any existing or proposed driveways/curb cuts that access or are proposed to access any existing or proposed street

### **Topographic information:**

- For slopes of less than five percent, show one foot contour lines and include spot elevations at all breaks in grade, along all drainage channels or swales, and at selected points not more than 100 feet apart in all directions
- For slopes between five percent and ten percent, show two foot contour lines
- For slopes greater than ten percent, show five foot contour lines
- Every fifth elevation contour shall be distinctive and clearly labeled
- Dashed lines shall represent existing contours
- Mapping shall include any significant features which can materially affect the design of the subdivision, including, but not limited to, structures, fences, walls, and utility poles
- If irregular slopes or special features are present, additional contour information may be required by the director of engineering and public works for planning or construction purposes. Additional required information may include projecting the topography of the site after grading has taken place, showing such items as:
  - Pad elevations and drainage patterns for each lot
  - Tops and toes of all manufactured slopes, including daylight lines
  - Existing and proposed retaining wall locations and heights
- For subdivisions located in hillside areas with slopes greater than eighteen percent, additional requirements apply in accordance with CBJ 49.70, Article II

### **Sewer and water:**

- Existing sewer and water mains within the tract with pipe sizes and grades
- A draft plan for proposed water and sewer lines showing the size, approximate slope, and connection points with elevations for the purpose of determining the feasibility of construction

### **Multisheet plats:**

- When a plat requires more than one sheet, exclusive of a certificate sheet, an index sheet shall be included. When a plat requires more than three sheets, a cover sheet shall also be included, showing the subdivision title, a key map, and all certificates. Each additional sheet shall include the following data:
  - North arrow
  - Legend
  - Surveyor's seal and signature
  - Title block
  - Sheet \_\_\_\_\_ of \_\_\_\_\_
  - Scale
  - All plat notes
  - Vicinity map



***ADDITIONAL MAPPING OR REPORTS-*** At the pre-application meeting, it will be determined if any of the following additional mapping or reports are required to be submitted with the preliminary plat. If required, the following additional mapping or reports shall be submitted:

**Hazard and Special Habitat Areas:**

- Any portion of a special flood hazard area, landslide or avalanche area, habitat area as defined by CBJ 49.70.310, or watersheds, either existing at the proposed subdivision site or shown on the overlay maps, adopted pursuant to this title, to exist at the proposed subdivision site, must be depicted on the preliminary plat
- The boundaries of any wetland areas must be depicted on the preliminary plat. Boundaries must be determined by a person qualified to perform wetland delineations

**Soils report:**

- A soils report prepared by an engineer licensed by the State of Alaska shall be required if the proposed subdivision is located farther from the existing public sewer system than specified in CBJ 49.35, and the applicant chooses to provide on-lot waste disposal rather than to connect to the public system. A soils report shall include the following:
  - Certification that the proposed lots are large enough and have soil of sufficient permeability to permit the construction of approved waste treatment systems for on-lot waste disposal
  - The location and size of drain fields for each lot
  - The locations and logs of test borings, percolation test results, and a hydrological evaluation of on-site sewage disposal
  - If the soils report indicates that the soils found on the site are not of sufficient permeability or the lots are not large enough to permit the construction of systems for on-lot waste disposal, the size of the proposed lots must be increased or alternate methods for waste disposal proposed
  - The soils report shall describe the nature of the subsurface soils and any soil conditions that would affect the design of the proposed development. The soils report shall state whether the proposed subdivision plan is feasible and provide general solutions for all known geotechnical conditions or problems

**Drainage report:**

- A preliminary report specifying the method by which the applicant proposes to manage surface and subsurface drainage for the subdivision and the effect of such method on adjacent areas. Unlike the drainage plan required by CBJ 49.35.510, the preliminary drainage report does not need to be prepared by a licensed engineer. The report must address the following:
  - A calculation of the increase in stormwater runoff resulting from the proposed development as well as the runoff from all drainage areas associated with the site. Runoff calculations shall be based on a fully-developed subdivision and a 25-year storm event
  - How drainage from the proposed subdivision will join an established drainage channel or channels, unless the director of engineering and public works approves use of an alternative drainage way
  - An evaluation of existing drainage ways and structures located between the subdivision and the receiving water body, and verification that the existing drainage ways can accommodate the increased runoff. If the increased runoff cannot be handled, the plan must propose solutions to the problem
  - All required improvements, on or off site, that are shown on the construction plans in accordance with CBJ 49.35, Article V, and that will be constructed as part of the subdivision

**Water:**

- For subdivisions of five or more lots, including major subdivisions, the following shall be included, where applicable, in accordance with CBJ 49.15.412:
  - If a proposed subdivision is located at greater distance from the existing public water system than specified in CBJ 49.35, Article III, and the applicant chooses not to connect to the public system, a statement that the applicant will provide a community water system or that individual wells will be used

## Preliminary Plat Checklist

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- A report by a registered engineer or geologist that clearly supports the legal and physical availability of adequate water. Methods for proof of water availability and the standards for quantity are listed in CBJ 49.35, Article III
- A copy of the State application for a permit to appropriate water in the quantity required to meet the subdivisions demands
- This does not apply to remote subdivisions unless: the subdivider of the remote subdivision chooses to provide potable water, a public water system is available and the subdivision falls within the criteria outlined in CBJ 49.35.310(a), or the subdivision has four or fewer lots.
- The director for minor subdivisions, and the planning commission for major subdivisions, may, for good cause, temporarily waive the requirement to provide a water report and proof of water, and condition the approval of the preliminary plat upon the provision of both documents as part of the final plat application and approval process.

### **Erosion control:**

- A report explaining the method by which the applicant proposes to control erosion and manage runoff, and potential impacts to adjacent properties or water bodies. The report shall include a plan for preservation of ground cover in areas where runoff and resulting erosion need to be minimized.

### **Traffic study:**

- A traffic impact analysis may be required with the preliminary plat in accordance with CBJ 49.40.300.

### **Shadow plats:**

- For subdivisions of five or more lots in transition areas, a shadow plat shall be submitted according to CBJ 49.70.710. The shadow plat shall consist of a sketch superimposed on the proposed subdivision layout. This sketch shall reflect any future resubdivision of the parcels into smaller lots consistent with the higher density and the lot size allowed under the transition zoning.



# PRELIMINARY PLAT CHECK LIST

Name of Proposed Subdivision: \_\_\_\_\_

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- Lot Closure Report

\_\_\_\_\_  
Applicant or Surveyor - Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant or Surveyor - Print Name

**GENERAL REQUIREMENTS**

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- “State Recorder’s Office at Juneau”
- The date the preliminary plat was prepared and revised
- The horizontal scale
- The name and address of the owner of record
- The name, address, and telephone number of the surveyor preparing the preliminary plat

**Lot, block, and street information:**

- The area of each lot
- The dimensions in feet and hundredths of a foot
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- Lots numbered consecutively, commencing with the number "1," with no omissions or duplications
- If the remainder of an original parcel being subdivided is relatively large, it shall be designated as a "tract" with an identifying number
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    - Length
    - Central angle
    - Radius
    - Bearing and distance of long chord
  - Setbacks shall be shown on all corner lots and any lots with multiple frontage. Setbacks shall be shown on typical lots

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- The exterior boundary lines of the subdivision shall be a solid black opaque line that is of a width that distinguishes it from all other property lines shown on the plat
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**Monumentation:**

- The monuments used to establish the basis of bearing
- Each monument found or set shall be identified on the plat by a symbol
- A complete description of the monument, including type and all information printed on the cap. A typical drawing shall be shown for each type of monument cap set
- A legend showing the symbols for all the types of monuments
- The identification, description location, elevation, and datum of the benchmark used to establish vertical control

**Site access, circulation, and utilities:**

- The widths and names of existing rights-of-way within the subdivision and within 100 feet of the subdivision boundary
- Proposed rights-of-way, including their widths and proposed names
- The grades of existing and proposed streets within these rights-of-way
- The width, ownership, use, and record reference of all proposed and existing easements within the subdivision and within 100 feet of the subdivision boundary
- The width, ownership, and use of all proposed easements

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- The location of any existing or proposed driveways/curb cuts that access or are proposed to access any existing or proposed street

**Topographic information:**

- For slopes of less than five percent, show one foot contour lines and include spot elevations at all breaks in grade, along all drainage channels or swales, and at selected points not more than 100 feet apart in all directions
- For slopes between five percent and ten percent, show two foot contour lines
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- Dashed lines shall represent existing contours
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  - Pad elevations and drainage patterns for each lot
  - Tops and toes of all manufactured slopes, including daylight lines
  - Existing and proposed retaining wall locations and heights
- For subdivisions located in hillside areas with slopes greater than eighteen percent, additional requirements apply in accordance with CBJ 49.70, Article II

**Sewer and water:**

- Existing sewer and water mains within the tract with pipe sizes and grades
- A draft plan for proposed water and sewer lines showing the size, approximate slope, and connection points with elevations for the purpose of determining the feasibility of construction

**Multisheet plats:**

- When a plat requires more than one sheet, exclusive of a certificate sheet, an index sheet shall be included. When a plat requires more than three sheets, a cover sheet shall also be included, showing the subdivision title, a key map, and all certificates. Each additional sheet shall include the following data:
  - North arrow
  - Legend
  - Surveyor's seal and signature
  - Title block
  - Sheet \_\_\_\_\_ of \_\_\_\_\_
  - Scale
  - All plat notes
  - Vicinity map

***ADDITIONAL MAPPING OR REPORTS-*** At the pre-application meeting, it will be determined if any of the following additional mapping or reports are required to be submitted with the preliminary plat. If required, the following additional mapping or reports shall be submitted:

**Hazard and Special Habitat Areas:**

- Any portion of a special flood hazard area, landslide or avalanche area, habitat area as defined by CBJ 49.70.310, or watersheds, either existing at the proposed subdivision site or shown on the overlay maps, adopted pursuant to this title, to exist at the proposed subdivision site, must be depicted on the preliminary plat
- The boundaries of any wetland areas must be depicted on the preliminary plat. Boundaries must be determined by a person qualified to perform wetland delineations

**Soils report:**

- A soils report prepared by an engineer licensed by the State of Alaska shall be required if the proposed subdivision is located farther from the existing public sewer system than specified in CBJ 49.35, and the applicant chooses to provide on-lot waste disposal rather than to connect to the public system. A soils report shall include the following:
  - Certification that the proposed lots are large enough and have soil of sufficient permeability to permit the construction of approved waste treatment systems for on-lot waste disposal
  - The location and size of drain fields for each lot
  - The locations and logs of test borings, percolation test results, and a hydrological evaluation of on-site sewage disposal
  - If the soils report indicates that the soils found on the site are not of sufficient permeability or the lots are not large enough to permit the construction of systems for on-lot waste disposal, the size of the proposed lots must be increased or alternate methods for waste disposal proposed
  - The soils report shall describe the nature of the subsurface soils and any soil conditions that would affect the design of the proposed development. The soils report shall state whether the proposed subdivision plan is feasible and provide general solutions for all known geotechnical conditions or problems

**Drainage report:**

- A preliminary report specifying the method by which the applicant proposes to manage surface and subsurface drainage for the subdivision and the effect of such method on adjacent areas. Unlike the drainage plan required by CBJ 49.35.510, the preliminary drainage report does not need to be prepared by a licensed engineer. The report must address the following:
  - A calculation of the increase in stormwater runoff resulting from the proposed development as well as the runoff from all drainage areas associated with the site. Runoff calculations shall be based on a fully-developed subdivision and a 25-year storm event
  - How drainage from the proposed subdivision will join an established drainage channel or channels, unless the director of engineering and public works approves use of an alternative drainage way
  - An evaluation of existing drainage ways and structures located between the subdivision and the receiving water body, and verification that the existing drainage ways can accommodate the increased runoff. If the increased runoff cannot be handled, the plan must propose solutions to the problem
  - All required improvements, on or off site, that are shown on the construction plans in accordance with CBJ 49.35, Article V, and that will be constructed as part of the subdivision

**Water:**

- For subdivisions of five or more lots, including major subdivisions, the following shall be included, where applicable, in accordance with CBJ 49.15.412:
  - If a proposed subdivision is located at greater distance from the existing public water system than specified in CBJ 49.35, Article III, and the applicant chooses not to connect to the public system, a statement that the applicant will provide a community water system or that individual wells will be used

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- A report by a registered engineer or geologist that clearly supports the legal and physical availability of adequate water. Methods for proof of water availability and the standards for quantity are listed in CBJ 49.35, Article III
- A copy of the State application for a permit to appropriate water in the quantity required to meet the subdivisions demands
- This does not apply to remote subdivisions unless: the subdivider of the remote subdivision chooses to provide potable water, a public water system is available and the subdivision falls within the criteria outlined in CBJ 49.35.310(a), or the subdivision has four or fewer lots.
- The director for minor subdivisions, and the planning commission for major subdivisions, may, for good cause, temporarily waive the requirement to provide a water report and proof of water, and condition the approval of the preliminary plat upon the provision of both documents as part of the final plat application and approval process.

**Erosion control:**

- A report explaining the method by which the applicant proposes to control erosion and manage runoff, and potential impacts to adjacent properties or water bodies. The report shall include a plan for preservation of ground cover in areas where runoff and resulting erosion need to be minimized.

**Traffic study:**

- A traffic impact analysis may be required with the preliminary plat in accordance with CBJ 49.40.300.

**Shadow plats:**

- For subdivisions of five or more lots in transition areas, a shadow plat shall be submitted according to CBJ 49.70.710. The shadow plat shall consist of a sketch superimposed on the proposed subdivision layout. This sketch shall reflect any future resubdivision of the parcels into smaller lots consistent with the higher density and the lot size allowed under the transition zoning.