

DOWNTOWN DOUGLAS / WEST JUNEAU AREA PLAN

Steering Committee Meeting: MINUTES

Douglas Public Library and [Zoom Webinar](#)

Wednesday, February 26, 2025, 5 – 6:30 p.m.

I. Call to Order: Chair Ms. Vick called the meeting to order at 5:05 PM

II. Roll Call

Joyce Vick Carole Bookless (@5:10) Frank Delaney

Rebecca Embler (@5:07) Robert Sewell (*virtual*) Linda Snow Darren Snyder

Brian Lieb (@5:19) ___ Annette Smith, Docks & Harbors Liaison (non-voting)

Erik Pederson, Planning Commission Liaison (non-voting)

Staff Members Present:

Minta Montalbo, CDD Senior Planner Forrest Courtney, CDD Planner II

Scott Ciambor, CDD Planning Manager

Members of the Public:

No Public present

III. Approval of Agenda: Mr. Snyder motioned and Mr. Delaney seconded with one addition:

- a. Mr. Sewell motioned and Mr. Snyder seconded to add a new Agenda Topic “c. Draft DD/WJ Area Plan motions, “Sustainable and Green Community” p.16, review new Goal 5.4A”, due to a topic Mr. Sewell would like to discuss with committee before he is out of town. **Motion passed 6-0** (Ms. Vick abstained, Mr. Lieb not yet present)

IV. Adoption of Minutes: February 12, 2025: Ms. Embler motioned and Mr. Delaney seconded with no changes.

V. Staff Updates: Mr. Ciambor stated no staff updates.

VI. Liaison Updates: Mr. Pederson informed the committee about rewrites to the Title 49 code; first round updates were around updating Accessory Dwelling Unit (ADU) regulations and code, including relaxing rear setbacks and changing allowed size from 600 sq ft to 1,000 sq ft.

VII. Agenda Topics:

- a. Draft DD/WJ Area Plan motions, “Connected Community” pg. 4, previously tabled item
- b. Draft DD/WJ Area Plan motions, “Prosperous Community” pg. 6, previously tabled item, and chapter review continued
- c. (*NEW*) Draft DD/WJ Area Plan motions, “Sustainable and Green Community” p.16, review new Goal 5.4A

5-minute open discussion -- Goal 1.6:

- Ms. Montalbo introduced new Goal 1.6 that came out of discussion with Robert and CBJ Staff regarding the desire to have more language in the Plan about this specific property (Parks & Rec Facilities Maintenance Shop at 4th and D streets).
- Mr. Sewell mentioned that this is prime property that should be repurposed for community usage.

- Mr. Snyder asked if the suggested language “C. Rezone parcel from D5 to D18 to support redevelopment of existing facilities into a multi-use structure” is implying residential opportunity for this property as well. Mr. Sewell confirmed, stating that he supports opening the property to a greater potential of uses, either commercial or residential.
- Ms. Bookless asked for the definition of D5 zoning. Mr. Courtney provided that D5 = 5 units per acre, while D18 = 18 units per acre, meaning D18 allows for higher density. D5 does not allow for a “community hub” because of that. Douglas Public Library is zoned General Commercial. This property is zoned D5 but the building is grandfathered-in to commercial use. If building is knocked down, new building would have to follow D5 zoning rules.

Motion 1) Mr. Sewell motioned and Mr. Lieb seconded to accept new Goal 1.6 as presented (blue font).

Motion passed 5-3

In-favor: Mr. Sewell, Mr. Delaney, Mr. Lieb, Ms. Embler, Ms. Snow

Not in-favor: Mr. Snyder, Ms. Vick, Ms. Bookless

Motion 2) Ms. Snow motioned and Mr. Snyder seconded to remove ‘Action C’ from Goal 1.6.

Motion passed 8-0

5-minute open discussion -- Goal 2.2, Action G:

- Mr. Lieb mentioned that he would like to gather more information before bringing this item forward, so would like to table until next meeting.
- Mr. Snyder asked for clarification on what ‘Convenience Store Use Area’ is and is looking forward to more information from CBJ Staff. Mr. Courtney gave a short description that an overlay allows permissibility without rezoning.
- Topic tabled until 3/5/2025 meeting.

5-minute open discussion -- Goal 2.4, Action C:

- Mr. Sewell discussed coordinating waterfront with space at Savikko Park (i.e. for boat parking) to diversify public use. Ms. Bookless suggested that the Plan should not be prescriptive with Treadwell Arena parking, as this is used widely already. Ms. Snow and Ms. Vick agreed, Ms. Vick further saying implementation and management of sharing parking would be difficult (i.e. boat parking at Sandy Beach lot).

Motion 3) Ms. Bookless motioned and Ms. Snow seconded to add a new ‘Action C’ to Goal 2.4: “Diversify public uses at Savikko Park to fully utilize space.”

Motion passed 8-0

Motion 4) Ms. Bookless motioned and Ms. Embler seconded to add a new ‘Action D’ to Goal 2.4: “Coordinate planning efforts for the Douglas Harbor and Savikko Park, recognizing their proximity and potential for collaboration.”

Motion passed 8-0

5-minute open discussion -- Goal 2.4, proposed new Action E:

- Mr. Sewell brought forward a proposed new Action to relocate the Parks & Recreation Maintenance Shop from 802 Front Street (Douglas Harbor) to another location, in order to repurpose property for community use.
- Ms. Bookless noted that she finds safety and solace that there are Parks & Rec staff there full-time who can help in the case of emergencies and who’s presence seems to keep vandalization down. Ms. Snow agreed. Ms. Vick also agreed, stating that the Parks & Rec staff are very neighborly and she supports this property as a Parks & Rec hub. Mr. Snyder mentioned that Parks & Rec also maintains the Treadwell Arena Zamboni, and provided the suggestion that they could clean up the outdoor storage area and exterior of the building to improve their community presence.
- After discussion, Mr. Sewell withdrew his suggested Action.

5-minute open discussion -- Goal 2.4, proposed new Action F:

- Mr. Sewell brought forward a proposed new Action for CBJ to take deliberate steps through a community process to acquire Mayflower Island, in order to refurbish and repurpose the property for general Douglas and Juneau community purposes.
- Mr. Delaney stated that based on CBJ Staff comment (“CBJ Assembly 2025 Goals include “Support DIA’s efforts to acquire Mayflower Island”), the Plan may not need this Action.
- Mr. Lieb asked for clarification if CBJ is involved in Mayflower Island ownership as well; CBJ Staff confirmed no.
- Mr. Snyder commented that he would like this Plan to include a statement about Mayflower Island to show our intent of it being a community asset.
- CBJ Staff pointed out that Mayflower Island is also talked about in Goal 4.2, Action D.
- After discussion, Mr. Sewell withdrew his suggested Action.

Motion 5) Ms. Bookless motioned and Ms. Embler seconded to add a new ‘Action E’ in Goal 2.4: “Support DIA’s efforts to acquire Mayflower Island.”

Motion passed 8-0

5-minute open discussion – new Goal 5.4:

- Mr. Sewell expressed concerns with general development above 5th street, and stated that others in the community are uninterested in development as well, in regards to community preservation. Ms. Bookless agreed.
- Ms. Snow pointed out that builders / developers should be trusted to develop safely, and that this area is fine to be developed. Mr. Snyder disagreed, citing geographical steepness and water flow, as well as increased traffic.
- Mr. Delaney stated that he understands the concerns brought forward, but also expressed the need to balance larger goals (ie. more housing needed in Juneau). Mr. Lieb also agreed that long-term goals need to be examined as part of this topic.
- Topic tabled until 3/5/2025 meeting.

VIII. Public Comment on Agenda Items – 10 Minutes: N/A, no public present

IX. Public Comment on Non-Agenda Items – 10 Minutes: N/A, no public present

X. Action Items for Next Meeting: Continue reviewing “Prosperous Community”, starting at Goal 2.5

XI. Committee Members Comments and Questions:

- Ms. Snow commented that recent Federal cuts may impact Mayflower Island.
- Mr. Lieb clarified that he did not mean to say Douglas would become “just the end of the road”, but instead wants to ensure maintaining community vibrancy.
- Mr. Snyder asked for clarification on rules for discussion outside of these public committee meetings. Mr. Ciambor stated the Open Meetings Act, which states no group work is allowed on the side, can only work with CBJ Staff and general public individually.
- Mr. Sewell wanted to convey his ongoing concerns with lack of vision for Douglas waterfront and development uphill from Downtown Douglas.
- Ms. Snow asked for the full list of remaining meetings. Ms. Montalbo stated 3/5, 3/12 & 3/26.
- Ms. Embler commented that it has been helpful for her to read ahead to (and re-read previous) sections before each meeting, in order to have top-of-mind what topics and language are being used in other Goals. Suggested for other committee members to do the same.

XII. Next Meeting Date: Wednesday March 5, 2025, 5-6:30 pm @Douglas Public Library

XIII. Adjournment: Ms. Snow motioned and Mr. Lieb seconded to adjourn the meeting; adjourned at 6:34 PM.