

DOWNTOWN DOUGLAS / WEST JUNEAU AREA PLAN
Steering Committee Meeting: MINUTES
Douglas Public Library and [Zoom Webinar](#)
Wednesday, March 5, 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 Frank Delaney Brian Lieb
 Rebecca Embler Robert Sewell Linda Snow Darren Snyder
 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: Ms. Embler motioned and Mr. Snyder seconded

IV. Adoption of Minutes: February 26, 2025: Mr. Sewell motioned and Mr. Lieb seconded, with suggested changes from Ms. Snow:

- a. On page 2, “5-minute open discussion – Goal 2.2, Action C” should have read “Action G”
- b. On page 3, in the first bullet of the Committee Members Comments and Questions section, replace “this” with “Mayflower Island”

V. Staff Updates:

- a. Mr. Ciambor introduced Joseph Meyers, Senior Planner/Housing & Land Use Specialist for CBJ, who sat in on this meeting as a resource for the committee. His responsibilities with CBJ include development of housing programs and correspondence on those programs with the CBJ Assembly.
- b. Mr. Ciambor also pointed out the addition of the full zoning history for the Douglas Breeze Inn property at the back of this week’s packet, as a resource for the committee.
- c. Lastly, Mr. Ciambor reminded the committee to think long-term and remember the process for this Plan, specifically that it will be reviewed and incorporated with higher-level plans by the Planning Commission and CBJ Assembly, as well as an additional public comment / review period prior to that.

VI. Liaison Updates: N/A, none present

VII. Agenda Topics:

- a. Draft DD/WJ Area Plan motions, “Sustainable Community” pg. 16, previously approved for discussion
- b. Draft DD/WJ Area Plan motions, “Prosperous Community” pg. 6, continued
- c. Draft DD/WJ Area Plan motions, “Healthy Community” pg. 8

5-minute open discussion -- Goal 5.4:

- Ms. Bookless asked for clarification on the wording in the Staff Suggested Language, “above 5th street” and “abutting 6th street”, due to there being no physical road at 6th street. Mr. Courtney stated that 6th street is a platted, undeveloped right-of-way, which has been platted since 1958 and would need to be un-platted if turned into green space.
- Mr. Snyder asked for clarification about what housing needs have been identified in Douglas per analysis. Has concerns about slide potential, added traffic, etc. associated with developing 6th street.
- Ms. Snow commented that land development analysis done for a North Douglas new development came back not safe, but development is going forward anyway.

Motion 1) Mr. Sewell motioned and Ms. Bookless seconded to accept new Goal 5.4 as presented (red font).

Motion did not pass 2-4-1

In-favor: Mr. Sewell, Ms. Bookless

Not in-favor: Ms. Vick, Mr. Lieb, Ms. Embler, Ms. Snow

Abstained: Mr. Snyder

Motion 2) Mr. Snyder motioned and Ms. Snow seconded to accept new Goal 5.4 per Staff Suggested Language (blue font), except with the removal of “disallowing commercial or residential development”.

Motion passed 4-3

In-favor: Mr. Sewell, Ms. Bookless, Ms. Snow, Mr. Snyder

Not in-favor: Ms. Vick, Mr. Lieb, Ms. Embler

5-minute open discussion -- Goal 2.5:

- Ms. Snow commented that infrastructure is needed for a community to be prosperous.
- Ms. Embler asked Staff for guidance about whether to duplicate actions between Plan elements or not. Ms. Montalbo stated that other plans have duplicated actions across different sections of their plans in order to show support for topics in various contexts, however feedback from the Assembly was this made the plan burdensome to read.
- Mr. Sewell asked if hyperlinks could be used to link duplicate actions. Ms. Montalbo stated that the final version will be printed so cannot have links, but perhaps any digital version can.

Motion 3) Ms. Snow motioned and Mr. Snyder seconded to accept new ‘Action A’ as presented (red font, including Ms. Bookless’ suggested changes).

Motion passed 7-0

Motion 4) Ms. Snow motioned and Mr. Sewell seconded to add a new ‘Action B’: “Maintain and improve the Douglas Harbor for access to commercial fishing, recreational activities, and businesses.”

Motion passed 7-0

Motion 5) Ms. Bookless motioned and Mr. Snyder seconded to update ‘Action C’ to read: “Identify existing and potential new community anchors such as Perseverance Theater, Treadwell Arena, post office, library and school, publicize community anchors, and enhance physical and virtual connections between those anchors.”

Motion passed 6-1

In-favor: Mr. Sewell, Ms. Bookless, Mr. Snyder, Ms. Vick, Mr. Lieb, Ms. Embler

Not in-favor: Ms. Snow

Note: Ms. Snow motioned and Mr. Sewell seconded for a re-write to Action C, however tabled the motion until next meeting in order to have additional time to think of appropriate wording.

Motion 6) Mr. Lieb motioned and Ms. Embler seconded to accept new ‘Action D’ per Staff Suggested Language (blue font).

Motion passed 6-0-1

Abstained: Ms. Bookless

Motion 7) Ms. Bookless motioned and Mr. Snyder seconded to update 'Action D' to read: "Actively support Juneau-wide hydroelectric development and other renewable energy projects to capitalize on clean and reasonably priced sources of electricity.

Motion passed 6-1

In-favor: Mr. Sewell, Ms. Bookless, Mr. Snyder, Ms. Vick, Mr. Lieb, Ms. Emblar

Not in-favor: Ms. Snow

Mr. Lieb motioned and Ms. Snow seconded to accept new 'Action E' per D&H Staff Suggested Language, however tabled the motion until next meeting in order to obtain additional information about the lightering dock.

- 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 2.6
- XI. Committee Members Comments and Questions:
- Ms. Bookless noted that she will not be present for 3/26 meeting; extended an additional thank you to Mr. Lieb for his input on West Juneau.
 - Mr. Snyder asked for any information or insight into the "bench road"; Staff requested an email be sent with the request for information.
 - Ms. Snow asked if Staff could obtain additional information on the lightering dock from D&H Liaison Ms. Smith. Ms. Montalbo stated she has not been able to get in touch with Ms. Smith but will continue to reach out.
 - Mr. Lieb stated his appreciation for Mr. Ciambor's insight regarding the Plan process; suggested the committee should consider impact of recent Federal layoffs and potential economic downturn.
 - Ms. Vick reminded the committee the importance of continuing to make progress, due to timeline of Plan needing to go out for public review; Mr. Ciambor gave the suggestion that sections can be motioned for approval in-whole, so less time spent on going through motion process for individual actions.
- XII. Next Meeting Date: Wednesday March 12, 2025, 5-6:30 pm @ Douglas Public Library
- XIII. Adjournment: Ms. Snow motioned and Mr. Snyder seconded to adjourn the meeting; adjourned at 6:35 PM.