



# DEVELOPMENT PERMIT APPLICATION

**NOTE: Development Permit Application forms must accompany all other Community Development Department land use applications. This form and all documents associated with it are public record once submitted.**

To be completed by Applicant	<b>PROPERTY LOCATION</b>	
	Physical Address <b>TBD Mendenhall Peninsula Road, Juneau, AK 99801</b>	
	Legal Description(s) (Subdivision, Survey, Block, Tract, Lot) <b>Lot 25D, USS 2902 (Sams) / Lot 3A, ASLS 78-171 (CBJ)</b>	
	Parcel Number(s) <b>4B1901010091 (Sams) / 4B1901070010 (CBJ)</b>	
	<input type="checkbox"/> This property is located in the downtown historic district <input type="checkbox"/> This property is located in a mapped hazard area, if so, which _____	
	<b>LANDOWNER</b>	
	Property Owner City and Borough of Juneau Lands and Resources Division	Contact Person <b>Dan Bleidorn</b>
	Mailing Address <b>155 Heritage Way Juneau, AK 99801</b>	Phone Number(s) <b>907-586-5252</b>
	E-mail Address <b>dan.bleidorn@juneau.gov</b>	
	<b>LANDOWNER CONSENT</b> Required for Planning Permits, not needed on Building/ Engineering Permits. Consent is required of all landowners. If submitted with the application, alternative written approval may be sufficient. Written approval must include the property location, landowner's printed name, signature, and the applicant's name.	
I am (we are) the owner(s) of the property subject to this application and I (we) consent as follows: A. This application for a land use or activity review for development on my (our) property is made with my complete understanding and permission. B. I (we) grant permission for the City and Borough of Juneau officials/employees to inspect my property as needed for purposes of this application.		
<b>Dan Bleidorn</b> Division of Lands & Resources Landowner (Printed Name) _____ Title (e.g.: Landowner) _____ <b>x Dan Bleidorn</b> <b>Digitally signed by Dan Bleidorn</b> <b>10/13/25</b> Landowner (Signature) _____ Date _____		
<b>Mark Sams</b> Landowner (Printed Name) _____ Title (e.g.: Landowner) _____ <b>x Mark Sams</b> <b>Digitally signed by Mark Sams</b> <small>DN: C=US, E=msams@pndengineers.com, CN="Mark Sams" Date: 2025.10.16 09:49:56-08'00'</small> <b>10/16/25</b> Landowner (Signature) _____ Date _____		
NOTICE: The City and Borough of Juneau staff may need access to the subject property during regular business hours. We will make every effort to contact you in advance, but may need to access the property in your absence and in accordance with the consent above. Also, members of the Planning Commission may visit the property before a scheduled public hearing date.		
<b>APPLICANT</b> If same as LANDOWNER, write "SAME" Applicant (Printed Name) <b>Mark Sams</b> Contact Person <b>Mark Sams</b> Mailing Address <b>1110 Mendenhall Peninsula Road Juneau, AK 99801</b> Phone Number(s) <b>907-723-6722</b> E-mail Address <b>msams@pndengineers.com</b> <b>x Mark Sams</b> <b>Digitally signed by Mark Sams</b> <small>DN: C=US, E=msams@pndengineers.com, CN="Mark Sams" Date: 2025.10.07 11:28:27-08'00'</small> <b>10/7/25</b> Applicant's Signature _____ Date of Application _____		

DEPARTMENT USE ONLY BELOW THIS LINE

Intake Initials 	
Case Number	Date Received
<b>PAD25-01</b>	<b>10/16/25</b>

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

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



# PROPERTY ACQUISITION AND DISPOSAL REVIEW APPLICATION

See reverse side for more information regarding the permitting process and the materials required for a complete application.

**NOTE: Must be accompanied by a DEVELOPMENT PERMIT APPLICATION form.**

**PROJECT SUMMARY:**

Applicant submitted an application to purchase up to one acre of CBJ-owned land adjacent to his property at 1110 Mendenhall Peninsula Road. The applicant states that the requested property will be used to construct an addition to his existing home.

**TYPE OF PROJECT REVIEW:**  Property Acquisition Review  Property Disposal Review

**PROJECT NUMBERS ASSOCIATED WITH PROPOSAL:**

Is this project associated with any other Land Use Permits?  YES Case No.: \_\_\_\_\_  NO

Capital Improvement Program # (CIP) \_\_\_\_\_

**ESTIMATED PROJECT COST:** \$ \_\_\_\_\_

To be completed by Applicant

**ALL REQUIRED MATERIALS ATTACHED**

- Complete application
- Pre-Application notes (if applicable)
- Narrative including:

- Current use of land or building(s)
- Proposed use of land or building(s)
- How the proposed project complies with the Comprehensive Plan
- How the proposed project complies with the Land Use Code (Title 49)

**Site Plan** (details on page 2)

**NOTE: This application is required even if the proposed project is associated with other Land Use permits.**

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

PROPERTY ACQUISITION & DISPOSAL FEES		Fees	Check No.	Receipt	Date
Application Fees	\$ <u>D</u>	(\$500 paid to DNR)			

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

Case Number	Date Received
<u>PAFD25-01</u>	<u>10/16/2025</u>

## **Property Acquisition & Disposal Review Information**

Property Acquisition & Disposal project review is outlined in CBJ 53.04 and 53.09

Each application for a Property Acquisition & Disposal project is reviewed by the Planning Commission at a public hearing. The permit procedure is intended to provide the Commission the flexibility necessary to make recommendations tailored to individual applications.

**Application:** An application for a Property Acquisition & Disposal project review will not be accepted by the Community Development Department until it is determined to be complete. The items needed for a complete application are:

1. **Forms:** Completed Property Acquisition & Disposal Project Application, and Development Permit Application forms.
2. **Fees:** No fee required for projects that cost less than \$2.5 million. For projects costing more than this amount, the fee is \$1,600.00. All fees are subject to change.
3. **Project Narrative:** A detailed narrative describing the project.
4. **Plans:** All plans are to be drawn to scale and clearly show the items listed below:
  - a. Plat, site plan, floor plan and elevation views of existing and proposed structures and land;
  - b. Existing and proposed parking areas, including dimensions of the spaces, aisle width and driveway entrances;
  - c. Proposed traffic circulation within the site including access/egress points and traffic control devices;
  - d. Existing and proposed lighting (including cut sheets for each type of lighting);
  - e. Existing and proposed vegetation with location, area, height and type of plantings; and,
  - f. Existing physical features of the site (i.e. drainage, eagle trees, hazard areas, salmon streams, wetlands, etc.)

**Document Format:** All materials submitted as part of an application shall be submitted in either of the following formats:

1. Electronic copies in the following formats: .doc, .txt, .xls, .bmp, .pdf, .jpg, .gif, .xlm, .rtf (other formats may be preapproved by the Community Development Department).
2. Paper copies 11" X 17" or smaller (larger paper size may be preapproved by the Community Development Department).

**Application Review & Hearing Procedure:** Once the application is determined to be complete, the Community Development Department will initiate the review and scheduling of the application. This process includes:

**Review:** As part of the review process the Community Development Department will evaluate the application for consistency with applicable City & Borough of Juneau codes and adopted plans. Depending on unique characteristics of the permit request the application may be required to be reviewed by other municipal boards and committees. Review comments may require the applicant to provide additional information, clarification, or submit modifications/alterations for the proposed project.

**Hearing:** Property Acquisition & Disposal project Applications must be reviewed by the Planning Commission. Once an application has been deemed complete and has been reviewed by all applicable parties the Community Development Department will schedule the requested permit for the next appropriate meeting. The Planning Commission will make a recommendation based on staff's analysis and forward it to the Assembly for final approval/denial.

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## **INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

July 15, 2025

Click or tap here to enter  
text.

Dan Bleidorn  
Lands and Resources Manager  
CBJ Division of Lands and Resources  
155 Heritage Way, Suite 218  
Juneau, Alaska 99801

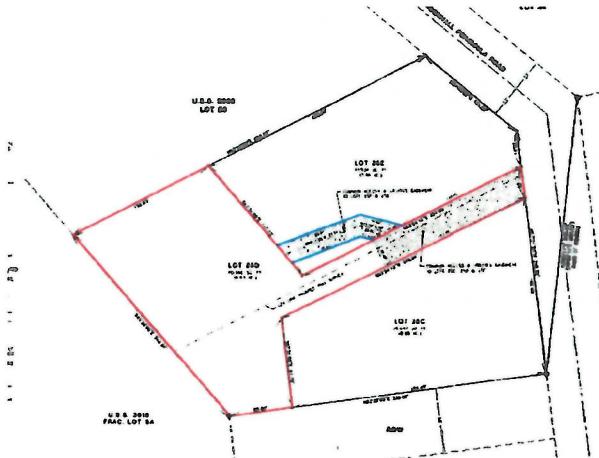
**SUBJECT: OVER THE COUNTER LAND SALE AT 1110 MENDENHALL PENINSULAR ROAD**

Dear Mr. Bleidorn:

I recently submitted an application to CBJ Division of Lands and Resources requesting an opportunity to purchasing a section of CBJ land adjacent to my existing property located at 1110 Mendenhall Peninsular Road. I appreciate your time in reviewing the application and working with me to work through the purchasing process for this raw land.

**Background:**

My wife and I purchased our existing parcel (Lot 25D) consisting of just under an acre (40,560 sqft) in spring of 2021 at 1110 Mendenhall Peninsular Rd. We have since built a boat condo style structure to allow our family to move on to the lot and out of a rental unit while we continue to plan and saving to construct a larger home. Our current structure consists of a 40-foot x 24-foot two story light timber construction. The first floor consists of a 16' tall boat storage bay on the first floor and the second floor is a two-bedroom caretaker's unit, 960 sqft total foot print with a net of 875 sqft livable space inside of walls. Our current lot is a pan handle shaped lot with a shared access with the two downhill neighbors (closer to the road). Both down hill neighbors have an easement on my driveway and I have an easement on one of my neighbor's lots to access the lower section of the driveway. See Figure 1 for my existing plat map with my lot highlighted in Red and the access easement in Blue. Figure 2 shows a proposed building addition in relation to our existing lot lines.



**Figure 1: Plat Map**

**Parcel Proposal:**

My wife and I are proposing to purchase a one-acre parcel of CBJ property adjacent to Lot 25D outlined in Figure 2. This parcel would be partitioned from the USS 3816 FRAC (ASLS 78-171 LT 3A FR) currently owned by CBJ. This 259.6 acre lot spans between the existing private lots on Mendenhall Peninsular Rd. and Fritz Cove Rd and is zoned Rural Reserve which has a similar minimum lot size to my current parcel zoned D-1. Due to the minimum lot size in the RR and D-1, I have proposed to purchase a 1-acre lot which would approximately match our current lot size and would allow for future development, i.e. second dwelling unit since the combined lot size would exceed the minimum 72,000 sqft for two dwelling units.

Our current goal for purchasing this adjacent land parcel is to allow us to construct an addition to our existing structure, turning our current residence from a (2) bedroom dwelling to a (4) bedroom dwelling. Since the structure has been constructed at the edge of our existing 25' property line set back, we would need to purchase CBJ property to facilitate this addition. We cannot expand further downhill toward Mendenhall Peninsular Road due to the septic system location.

Our Family has currently outgrown our living space in the existing structure and developing an addition will allow us the most efficient process to expand our current living space.

Our plan is to develop an addition that matches our current foot print to double the size of our living space shown in Figure 3. This option will allow us to expand without costly kitchen, bathroom, or septic renovations.

Another option is to purchase just enough CBJ property to allow for our addition, but this does not appear to be the best approach for CBJ if the adjacent property is planned for future development. That development would likely be in one-acre units due to the current zoning. Only partially extending our existing property boundaries may force a non-uniform shape to future subdivision lots if CBJ decided to develop the adjacent property. Also, if we can expand our lot uphill, it would allow additional flexibility to construct a future driveway entrance if CBJ ever developed the existing right of way on the south end of our existing property.

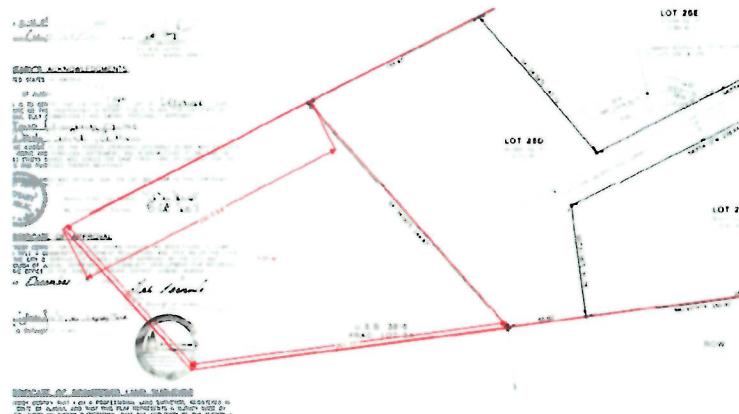


Figure 2: Proposed Property Acquisition Boundary

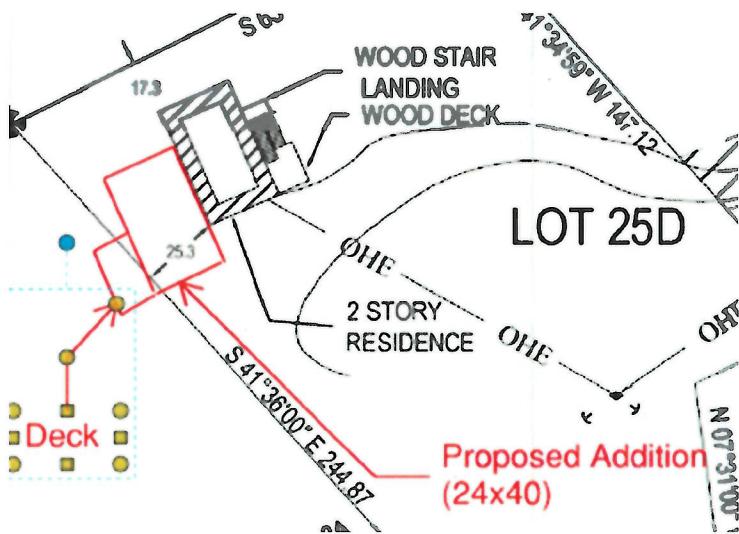


Figure 3: Proposed Addition in Relation to the Property Line

Our proposed land acquisition is shown in Figure No. 2&4 and constitutes one acre of land by projecting my existing property lines uphill. The red linework in Figure 2 outlines my proposed property line extension and estimated area. Figure No.4 provides a satellite image with the proposed property boundary, indicating the current condition of the requested property. A red arrow is pointing to our currently constructed residence.



Figure 3: Satellite Site Image

**Conclusion:**

We appreciate your time reviewing this land sale request and are happy to address any concerns or questions you may have with this proposal. We look forward to working with you on addressing any concerns and are available most times to discuss if needed. I have attached full size exhibits to this letter for reference.

Sincerely,

A handwritten signature in blue ink that reads "Mark Sams".

Mark Sams P.E., S.E.

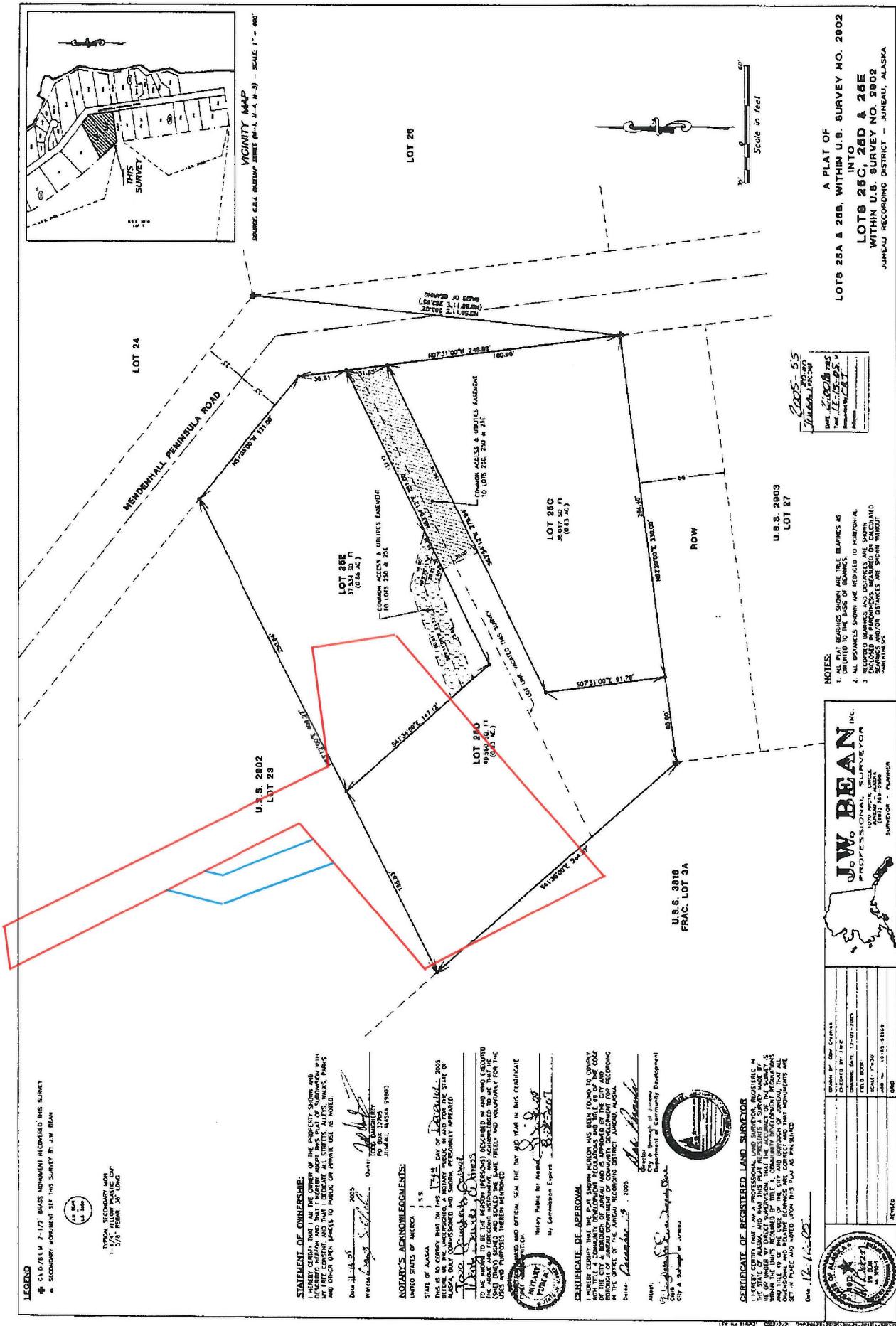
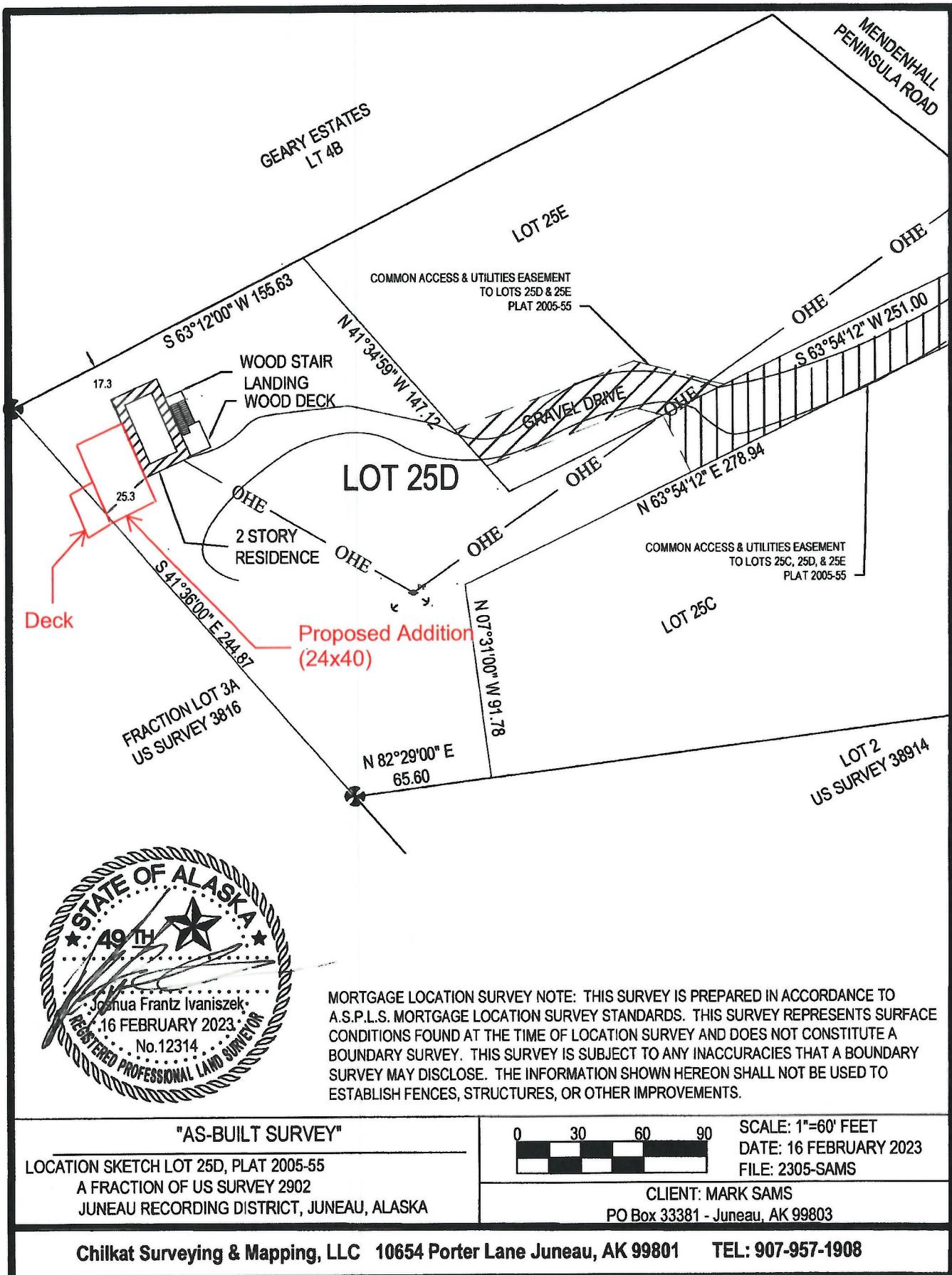


Figure 1



Figure 3



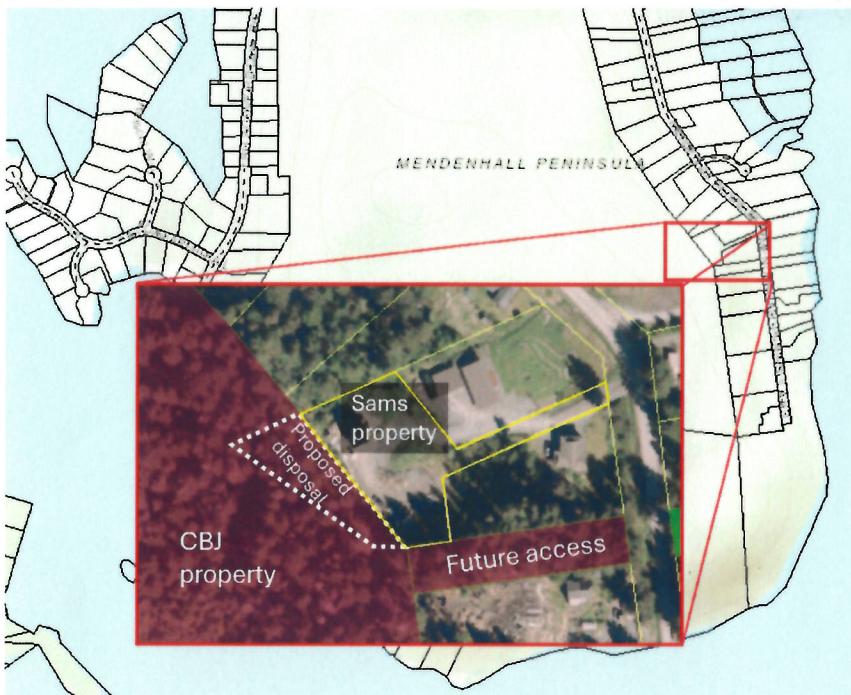
# MEMORANDUM

CITY/BOROUGH OF JUNEAU

Lands and Resources Office  
155 Heritage Way, Juneau, Alaska 99801  
Dan.Bleidorn@juneau.org  
(907) 586-5252

**TO:** Wade Bryson, Chair of the Assembly LHED Committee  
**FROM:** Dan Bleidorn, Lands and Resources Manager *Daniel Bleidorn*  
**SUBJECT:** Sams Request to Purchase City Property  
**DATE:** September 25, 2025

In July 2025, Mark Sams submitted an application to purchase roughly an acre of CBJ-owned land adjacent to his property located at 1110 Mendenhall Peninsula Road. The application states that the requested property will be used to construct an addition to his existing home as well as additional future development. The application continues by stating that building on the other side of his structure is not feasible due to the septic system location.



City Code 53.09.260 states that the Assembly must determine "whether the proposal should be further considered and, if so, whether by direct negotiation with the original proposer or by competition after an invitation for further proposals. Upon direction of the Assembly by motion, the Manager may commence negotiations for the lease, sale, exchange, or other disposal of City and Borough land."

Given the nature and location of this request, it is not appropriate to solicit competition for this disposal. The applicant will be responsible for all costs associated with the minor subdivision and acquisition of this property including the fair market value of the land and recording fees. Proceeds from this proposed request will be deposited into the Land Fund.

The remaining CBJ property is unlikely to be developed in the near future due to the zoning, topography and distance from municipal sewer. The adjacent CBJ property with road

frontage on Mendenhall Peninsula Road is retained by the CBJ as a future access point to the large parcel adjacent to the applicant's lot.

The CBJ Engineering Department provided a preliminary review of this access point showing that a right-of-way through the CBJ property is possible, but the topography would likely require easements through adjacent properties to provide a full CBJ street. If the Committee and Assembly provide direction to negotiate this disposal, CBJ staff will negotiate terms that do not negatively impact this property as a future ROW access point to the large tracts on the Mendenhall Peninsula.

**Staff request that the Lands Housing & Economic Development Committee forward this application to the Assembly with a motion of support for working with the original proposer for the negotiated sale of City property.**

Attachments:

- 1 Mark Sams Land Purchase Application Letter
- 2 Potential Road Access

# ASSEMBLY LANDS HOUSING AND ECONOMIC DEVELOPMENT MINUTES

September 29, 2025 at 5:00 PM

Assembly Chambers/Zoom Webinar



<https://juneau.zoom.us/j/94215342992> or 1-253-215-8782 Webinar ID: 942 1534 2992

## A. CALL TO ORDER

## B. LAND ACKNOWLEDGEMENT

We would like to acknowledge that the City and Borough of Juneau is on Tlingit land and wish to honor the indigenous people of this land. For more than ten thousand years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be in this place, a part of this community, and to honor the culture, traditions, and resilience of the Tlingit people. Gunalchéesh!

## C. ROLL CALL

**Members Present:** Chair Wade Bryson, Paul Kelly, Ella Adkison, Neil Steininger

**Liaisons Present:** Paulette Schirmer, PRAC liaison; Lacey Derr, Planning Commission liaison; Jim Becker, Docks & Harbors Board liaison

**Liaisons Absent:** none

**Staff Present:** Dan Bleidorn, Lands Manager; John King, Deputy Lands Manager; Roxie Duckworth, Lands and Resources Specialist; Rob Dumouchel, Special Projects Planning Manager

## D. APPROVAL OF AGENDA – approved as presented

## E. APPROVAL OF MINUTES

1. September 8, 2025 Draft LHED Minutes – approved as presented

## F. AGENDA TOPICS

### 1. Title 49 Rewrite, Phase 1 Wave 2: Reasonable Accommodation, Zoning Maps, and Subdivision on Arterials

Mr. Dumouchel discussed this topic. Ms. Adkison asked about reasonable accommodation and was wondering, since this is for an existing property owner, is there a way for someone who is disabled to reach out to CDD to see if there could be a reasonable accommodation for a property before they purchase it or only once they own it? Mr. Dumouchel replied that he would interpret that this could apply in both cases. The more typical case is if it's already there and you don't want to set people up for failure by getting them into situations where they build a non-conforming unit. Some of the instances you're getting into may end up with a variance where there's a fiscal hardship on the property that forces them into that with a new build. It could be used either way, but it's a case-by-case situation for that individual's barrier to housing.

Ms. Adkison asked if we know why the original code was in place, with the 36,000 square feet. Mr. Dumouchel replied that he thinks some of it may have been concerns about access to the roadway, but this was written 40 years ago, when people's idea of personal space was different and driven by that. You'll see this in older codes, way more space and more micromanagement of these situations. As a town grows and develops, these don't make sense anymore, and so that's what we're attempting to address here.

Mr. Kelly asked about zoning maps and how the director can make changes to the digital map to reflect changes in geography, because that seems potentially be a very consequential decision being made, not in a public process. Is there any sort of public process for the director or a notice at least that needs to be sent out from the director such as "I am making this correction because I have noticed this change," or how does that work? Mr. Dumouchel replied that there is not that process in there, and this is intended for relatively minor changes, not for instances such as you moved 2 acres over and you picked up a huge amount of land, that's a very different situation. This is more if you had a little bit of isostatic rebound and got a couple extra feet on the waterfront that's still the same zone as the property that's attached to it. That's more where we're trying to go. If it were a really significant change, you're back to more of a rezone situation or even some other kind of land subdivision-type movement that requires full public process.

Chair Bryson asked what other cities have done to clean up their codes, are you using other models, can you elaborate a bit more. Mr. Dumouchel replied that he's been through this before in other communities, he's worked for the City of Eureka in Northern California, they are also about 30,000 people remote for California, four and a half hours to the next biggest city with mountains, trees, and water. They had a similar deal, a 40-year-old code that wasn't fitting very well. A lot of it was looking at it, cleaning it up, making it streamlined and easier to read. Part of what I'm doing in Phase 1.5 is reorganizing the title. Right now there's 17 top-level articles, and then it goes into all these other pieces, I'm trying to bring that down to about 5 or 6 articles, such as general administration, general provisions, zone districts, and uses, make it easier for a person to grab the pages they need and use. The other big piece is finding these barriers that have been put up over time and deciding if we actually care about those. We've got all these rules, which ones we actually care about, which ones we need to protect, and which ones can we let go that are just creating busy work or making it harder for people to get into housing. Trends also change, what the assembly wants, what the public wants, and what the zone allows. If it's not matching, we have to figure out how to get that back in line. Every city's going to be different with political and building norms and culture, what they want and what they allow. The big pieces are streamlining, plain English, and remove barriers to things that you actually want. Phase one was really big on those items, it was about making sure people could build that ADU, or build multifamily, or a small change they could adjust that in an easier process than what we had before.

**No motion for this topic, already moving to the full Assembly.**

**2. Holm Driveway and Utility Easement Application**

Mr. Bleidorn discussed this topic. No additional discussion from the committee members.

**Ms. Adkison moved that the Lands, Housing and Economic Development Committee forward this application for an easement to the full assembly with a motion of support. Motion passed unanimously.**

**3. Sams Request to Purchase City Property**

Mr. Bleidorn discussed this topic. No additional discussion from the committee members.

**Mr. Steininger moved that the Lands, Housing and Economic Development Committee forward this application to the full assembly with a motion of support for working with the original proposer for the negotiated sale of City property. Motion passed unanimously.**

**G. STAFF REPORTS – none**

**H. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS**

- Docks and Harbors Board Update – Mr. Becker provided an update from the last D&H meeting that they are designing a new dock at the current university dock, and it'll come off the stick dock and take a right angle and go down. We are building a new dock where we can take larger vehicles with loads to take care of bigger things that are going to come out of that area. Similar to the one that's in Auke Bay; you can drive down dock. We spend a lot of time discussing the different features, especially since it's going to have a right angle at the top to bring bigger trucks down. The proposed price at this point from the developers is going to be about \$13 million.
- Parks and Recreation Advisory Committee (PRAC) Update – no update
- Planning Commission Update – no update

**I. NEXT MEETING DATE – November 3, 2025**

**J. SUPPLEMENTAL MATERIALS – none**

**K. ADJOURNMENT – 5:25pm**

