

Agenda  
**Planning Commission**  
***Regular Meeting***  
CITY AND BOROUGH OF JUNEAU  
*Michael LeVine, Chairman*  
June 9, 2020

**I. ROLL CALL**

Michael LeVine, Chairman, called the Regular Meeting of the City and Borough of Juneau (CBJ) Planning Commission (PC), held in the Assembly Chambers of the Municipal Building, to order at 7:02 p.m.

**Commissioners present:** All Commissioners present via video conferencing – Michael LeVine, Chairman; Nathaniel Dye, Vice Chairman; Paul Voelckers, Clerk; Travis Arndt, Assistant Clerk; Ken Alper; Dan Hickok; Josh Winchell; Erik Pederson

**Commissioners absent:** Weston Eiler

**Staff present:** Jill Maclean, CDD Director; Irene Gallion, Planner; Alexandra Pierce, Planning Manager; Emily Wright, Law; Laurel Christian, Planner

**Assembly members:** None

**II. REQUEST FOR AGENDA CHANGES AND APPROVAL OF AGENDA - NONE**

**III. APPROVAL OF MINUTES**

**MOTION:** *by Mr. Voelckers to approve the April 28,2020 Planning Commission Regular Meeting minutes noting any staff corrections or commissioner comments.*

***The motion passed with no objection.***

**IV. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS – No public in attendance**

**V. ITEMS FOR RECONSIDERATION - NONE**

**VI. CONSENT AGENDA**

**USE2020 0010:** Modification of USE2017 0010 to expand existing marijuana manufacturing  
**Applicant:** ForgetMeNot, Inc.  
**Location:** 8505 Old Dairy Road

**Staff Recommendation**

Staff recommends the Planning Commission adopt the Director's analysis and findings and **APPROVE WITH CONDITIONS** the requested Conditional Use Permit. The permit would allow the expansion of an existing marijuana manufacturing facility within the existing building.

The approval is subject to the following conditions:

1. USE2020 0010 (marijuana manufacturing) and USE2020 0011 (marijuana cultivation) will each expire on August 22, 2022, unless the Valley Lumber parking agreement (Attachment C) is renewed or another parking plan which conforms with CBJ Code 49.40.210 and 49.40.220 is accepted, as determined by the CBJ Community Development Department.
2. All waste containing marijuana product shall be stored in a locked enclosure until transported to the CBJ landfill.
3. Prior to the issuance of a building permit, the applicant shall submit a revised screening plan to CDD that demonstrates compliance with CBJ 49.65.1245(a)(4).

**MOTION:** *by Mr. Dye to accept staff's findings, analysis, and recommendations, and approve USE2020 0010 with a change to page 17 – listing the required setbacks as 10 feet on each side rather than 0 feet on each side.*

***The motion passed with no objection.***

**USE2020 0011:** Modification of USE2017 0012 to expand existing marijuana cultivation  
**Applicant:** ForgetMeNot, Inc.  
**Location:** 8505 Old Dairy Road

**Staff Recommendation**

Staff recommends the Planning Commission adopt the Director's analysis and findings and **APPROVE WITH CONDITIONS** the requested Conditional Use Permit. The permit would allow the expansion of an existing marijuana cultivation facility within the existing building.

The approval is subject to the following conditions:

1. USE2020 0010 (marijuana manufacturing) and USE2020 0011 (marijuana cultivation) will each expire on August 22, 2022, unless the Valley Lumber parking agreement (Attachment C) is renewed or another parking plan which conforms with CBJ Code 49.40.210 and 49.40.220 is accepted, as determined by the CBJ Community Development Department.

2. All waste containing marijuana product shall be stored in a locked enclosure until transported to the CBJ landfill.
3. Prior to the issuance of a building permit, the applicant shall submit a revised screening plan to CDD that demonstrates compliance with CBJ 49.65.1245(a)(4).

**MOTION:** *by Mr. Dye to accept staff's findings, analysis and recommendations and approve USE2020 0011.*

***The motion passed with no objection.***

VII. **UNFINISHED BUSINESS** - NONE

VIII. **REGULAR AGENDA** - NONE

IX. **BOARD OF ADJUSTMENT** - NONE

X. **OTHER BUSINESS** - NONE

XI. **STAFF REPORTS**

Ms. Maclean reported:

- Staff and Mr. LeVine attended the Glory Hall and SAIL Conditional USE Permit Neighborhood Meeting on June 2<sup>nd</sup>. There were about 55 attendees at the virtual meeting. That permit and parking waiver will be before the Commission at the July 14 meeting.
- Auke Bay neighborhood meeting; Blue Print, HRAC and JCOS are back up and running and will begin meeting again via virtual meeting format
- Mr. Pederson is the liaison to the JCOS
- Assembly passed the budget with cuts to CDD, including the loss of two full-time positions and the Comprehensive Plan for FY21. They will start that again in FY22.
- Next meeting is June 23.
- July meetings will be long ones. July meeting dates are July 14 and July 28
- Please inform staff if you have travel upcoming

The Assembly has tasked the commission with looking into Parking and has expressed interest in scheduling a joint Commission/Assembly meeting in the not too far future.

Mr. LeVine suggested this topic go to the Title 49 committee and encouraged the other commissioners to attend the Title 49 meetings to keep abreast of that topic and move it smoothly.

Mr. LeVine asked the members to review the new staff report formats and to send suggestions and comments to Mr. Voelckers so he can consolidate them and forward them to CDD Staff as they work to streamline the staff report template.

**XII. COMMITTEE REPORTS –**

Mr. Voelckers reported:

- Assembly members were very interested in hearing from the Planning Commission regarding Parking, especially Downtown Parking.

Mr. LeVine reported he attended the Lands Committee meeting.

**XIII. LIAISON REPORTS - NONE**

**XIV. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS - NONE**

**XV. PLANNING COMMISSION COMMENTS AND QUESTIONS –** Mr. Hickok commented that he has been having connection issues during this meeting and asked if anybody else was having problems. Nobody else did.

**XVI. EXECUTIVE SESSION - NONE**

**XVII. ADJOURNMENT – 7:26**