

PLANNING COMMISSION STAFF REPORT CONDITIONAL USE PERMIT USE2020-0008 HEARING DATE: JULY 14, 2020

> (907) 586-0715 CDD_Admin@juneau.org www.juneau.org/CDD 155 S. Seward Street • Juneau, AK 99801

STAFF RECOMMENDATION:

Staff recommends approval with conditions.

ALTERNATIVE ACTIONS:

- Amend: require additional conditions, or delete or modify the recommended conditions.
- 2. **Deny:** deny the permit and adopt new findings for items 1-6 below that support the denial.
- 3. **Continue:** to a future meeting date if determined that additional information or analysis is needed to make a decision, or if additional testimony is warranted.

ASSEMBLY ACTION REQUIRED:

NOT required

STANDARD OF REVIEW:

- Quasi-judicial decision
- Requires five (5) affirmative votes for approval

SURROUNDING LAND USES			
North	Vehicle/equip. storage		
South	Stream protection		
	corridor		
East	Saint Vincent de Paul		
West	Vacant		

SITE FEATURES		
Anadromous No		
Flood Zone	AE Zone	
Hazard	No	
Hillside	No	
Wetlands	No	

DATE: July 8, 2020

TO: Planning Commission

THROUGH: Jill Maclean, Director, AICP

BY: Irene Gallion, Senior Planner

PROPOSAL SYNOPSIS: Conditional Use Permit for construction of an Emergency Housing Shelter and a multi-tenant non-profit center (two separate buildings).

SUMMARY OF KEY ISSUES:

- Emergency Housing Shelter is a permissible institutional use.
- Office building is a permissible use.
- Both are major developments, requiring a CUP.

GENERAL INFORMATION		
Property Owner	Glory Hall/SAIL*	
Applicant	Glory Hall/SAIL*	
Property Address	SW corner of Teal St.& Alpine Ave	
Legal Description	Valley Centre Greenbelt Block H LT	
	6A1	
Parcel Number	5B1501060041	
Zoning	General Commercial	
Land Use Designation	Commercial, bordering Stream	
	Protection Corridor	
Lot Size	52,246	
Lot Size Required	2,000 sq. ft.	
Utilities	City water and sewer	
Access	Teal Street or Alpine Avenue	
Existing Land Use	Vacant lot	

^{*} Juneau Cooperative Christian Ministry DBA the Glory Hall; United Human Services DBA SAIL

Note: Applicant owns 5B1501060030, a 7,660 square foot Industrial zoned lot next to this proposed development. At this time, no development is being proposed on 5B1501060030.



FIGURE 1: VICINITY MAP

49.15.330(a) Conditional Use Permit Purpose. A conditional use is a use that may or may not be appropriate in a particular zoning district according to the character, intensity, or size of that or surrounding uses. The conditional use permit procedure is intended to afford the commission the flexibility necessary to make determinations appropriate to individual sites. The commission may attach to the permit those conditions listed in subsection (g) of this section as well as any further conditions necessary to mitigate external adverse impacts. If the commission determines that these impacts cannot be satisfactorily overcome, the permit shall be denied.

ATTACHMENTS

Item	Description
Attachment A	Application Packet
Attachment B	Agency Comments
Attachment C	Neighborhood Meeting Public Notice
Attachment D	Planning Commission abutters notice (Original and Revised)
Attachment E	Public Comments as of June 22, 2020
Attachment F	CBJ CDD Neighborhood Meeting Notes, June 2, 2020
Attachment G	Glory Hall Neighborhood Meeting Notes, October 2, 2019
Attachment H	BC Housing Shelter Design Guidelines, September 2017
Attachment I	USACE Jurisdictional Determination and e mail
Attachment J	Juneau homelessness numbers, 1/1/20-6/19/20

Item	Description	
Attachment K	CDC Non-Congregate Approaches to Sheltering for COVID-19	

AGENCY REVIEW

CDD conducted an agency review comment period between May 5, 2020 and May 20, 2020. Agency review comments can be found in Attachment B.			
Agency	Summary		
Juneau Police Department	No issues with the permit.		
CBJ Housing Office	No problems with the permit.		
CBJ CDD Building Division	No issues with this project.		
CBJ Capital City Fire and Rescue	No issues for this permit.		
CBJ Streets and Transit	No issues with the project at this time.		
CBJ General Engineering	No comments beyond what was included in the pre-app report.		
Southeast Alaska Watershed Council	Watershed Council Use best management practices to filter and infiltrate storm runoff.		
CBJ Assessor Does not use proximity to shelter in assessing property.			

PUBLIC COMMENTS

CDD conducted a public comment period between **May 13, 2020** and **June 22, 2020**. A virtual neighborhood meeting hosted by CDD was held on June 2nd, 2020. Neighborhood meeting notification and public notice of the Planning Commission meeting mailed to property owners within 500 feet of the subject parcel (Attachment C and D). A public notice sign was also posted on-site two weeks prior to the scheduled hearing. Public comments submitted at time of writing this staff report can be found in Attachment E. Neighborhood meeting notes documenting testimony are found in Attachment F.

Name	Summary
Ralph Nelson	Resident at Smith Hall, supports the project.
Matthew Gillman	Supportive, family member uses SAIL services.
President Richard Peterson, CCTHITA	Supportive, furthers values and lifts people up.
Nikole Nelson, Alaska Legal Services	Supportive, appreciates consolidated services.
Juneau Coalition on Housing and Homelessness	Supportive, transforms delivery of services.
Chris Heckler	Opposed, found map confusing.
Steve Allwine	Concerns are safety, client mix, impacts to infrastructure.
Joan Heidersdort	Opposed, incompatible in valley.
Marcy Peska	Supports, proposes Cornerstone for a similar use.

The Glory Hall conducted four public meetings in advance of their application in order to gauge and address public concerns:

- August 14, 2019, at Elizabeth Peratrovich Hall
- August 21, 2019, at Elizabeth Peratrovich Hall
- September 30, 2019, at Mendenhall Auto Center
- October 2nd, 2019, at the United Lutheran Church (CDD Director, Chief of Police, and JPD Sergeant attended)

Notes collected from the October meeting can be found in Attachment G.

ZONING REQUIREMENTS

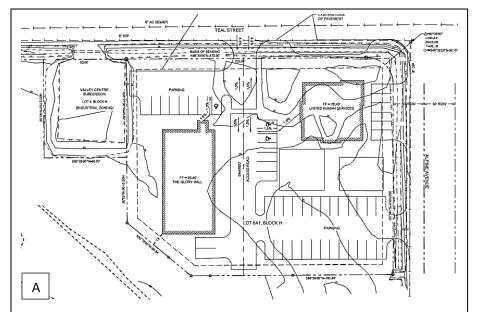
Parcel ID 5B1501060041, General Commercial (vacant parcel, no address)

Standard		GC Requirement	Proposed	Code Reference
Lot	Size, square feet	2,000	52,246	49.25.400
	Width, feet	20	232	49.25.400
	Depth, feet	60	185	49.25.400
Setbacks	Front, feet	10 (N)	22 ^A	49.25.400
	Rear, feet	10 (S)	41 ^A	49.25.400
	Side, feet	10 (SW)	13	49.25.400
	Side, feet	10 (W)	34 ^A	49.25.400
	Street Side, feet	10 (E)	28 ^A	49.25.400
Lot Coverage		No maximum	Shelter ~5,500	49.25.400
			Office ~ 4,000	
			~18% lot coverage	
Height	Permissible	55	Shelter = 29'	49.25.400
			Office = 44' 10"	
	Accessory	45		49.25.400
Density		50 units per acre	Not residential	49.25.500
Use		INSTITUTIONAL DAY	7.200, Assisted	49.25.300
		OR RESIDENTIAL	Living (CU if major	
		CARE	development ^B)	
		PROFESSIONAL	3.4, Offices greater	49.25.300
		OFFICE, CLERICAL,	than 2,500 square	
		RESEARCH, REAL	feet (CU if major	
		ESTATE, OTHER	development ^B)	
		OFFICE SERVICES		

A: Scaled off of drawing

B: Major development in commercial districts includes non-residential building totaling over 10,000 square feet or using more than 0.5 acres of land [49.25.300(c)(3) & (4)]. The proposed Emergency Housing Shelter and the consolidated office building are each over 10,000 square feet. The lot is 1.19 acres.

Per Title 49.80 Definitions: "Assisted living" means a facility providing housing and institutional care for people unable to live independently or without assistance. Assisted living includes facilities that provide nursing care services or emergency shelter.



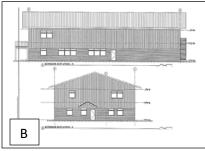




FIGURE 2: SITE PLAN AND PHOTOS

- A: Site plan (Page 21 of the application packet, Attachment A)
- B: Emergency Housing Shelter elevations (Page 24 of the application packet, Attachment A)
- C: Office building elevations (Page 26 of the application packet, Attachment A)

DISCUSSION

Background Information -

The table below summarizes relevant history for the subject parcel and proposed development.		
Item	Summary	
	The undeveloped lot has no permitting history.	
Plat: Special Flood Note	Parts of this subdivision are located in a special flood hazard area per the City and Borough of Juneau Flood Insurance Rate Map, Flood Panel Community Number 0200091527D, August 19, 2013.	
Plat: Anadromous Stream Note	Jordan Creek is determined to be an anadromous stream per the City and Borough of Juneau 2013 Comprehensive Plan. Special Regulations may apply.	

Project Site & Design – The proposed development will consist of an Emergency Housing Shelter and a multitenant non-profit center (two separate buildings). The proposed development will:

- Consolidate homelessness services for more effective and efficient delivery of services.
- Build on a use already established in the neighborhood since 1987 (Saint Vincent de Paul).

In the following analysis we will look at:

- Colocation with existing services for individuals experiencing homelessness
- Transit service
- Road and pedestrian infrastructure

April 16, 2020 USE2020 0008 Page 6 of 22

- Trails
- Water and wastewater
- Analysis

<u>Colocation with existing services:</u> The site is across Alpine Avenue from the Saint Vincent de Paul (SVdP) facility at 8617 Teal Street. The location leverages the homelessness services already provided through SVdP:

- SVdP Navigators provide street outreach and individual case management. They are housed at the Dan
 Austin Transitional Support Services Center. At this location patrons can also find clothing, food, showers,
 laundry, housing location and tenant support, employment assistance, and coordination of social service
 provisions.
- SVdP provides 26 housing units at the Teal Street complex. Units are primarily studio-apartment style, housing people while providing the support services needed to facilitate the move to permanent housing.
- The CARES Sobering Center, operated by the Capital City Fire and Rescue, addresses non-emergent medical needs to improve public health.
- **SVdP** runs **five low-income apartment complexes** in downtown Juneau and Douglas. They provide management and application assistance at their Teal Street complex.

SVdP Navigators work extensively with a variety of social service providers to address the needs of individuals experiencing homelessness. Partner agencies interested in tenancy at the proposed multi-tenant non-profit center include:

- Southeast Alaska Independent Living (SAIL/ORCA)
- Disability Law Center of Alaska
- National Alliance on Mental Illness (NAMI)
- Alaska Legal Services
- Big Brothers Big Sisters of Alaska
- United Way of Southeast Alaska

<u>Transit:</u> According to Glory Hall and SAIL staff, the majority of clients depend on transit and walking. A Capital Transit bus stop at the Nugget Mall on Mallard Street is within one block of proposed facilities (see preceding vicinity map). With the eventual construction of a new bus transit station in the Mendenhall Mall area, Capital City Transit plans to establish a new stop at the corner of Crest Street and Teal Street.

Mallard Street sidewalk and landscaping improvements were part of a 1983 Local Improvement District for paving and landscaping (#36). Alpine Avenue is the most direct public access from the bus stop to the subject site. Alpine Avenue is paved, with no striping and no curb or gutter. CBJ does not provide street lighting. Land owners in the area have provided site lighting for their own property, which may provide limited street illumination. No additional street lighting is proposed by CBJ.

<u>Road infrastructure and pedestrian accommodations:</u> The Alaska Department of Transportation and Public Facilities (AKDOT&PF) classifies Alpine Avenue, Mallard Street, and Jordan Avenue as local roads, primarily providing access to adjoining land. Crest Street is classified as a minor collector, providing access to land but also moving traffic through the area at a higher speed than local roads. AKDOT&PF traffic data indicates that Average Annual Daily Traffic (AADT) for Jordan Avenue is 1,425 and for Crest Street is 1,249 (data collected in 2018). There is no AADT data for Mallard Street or Alpine Avenue.

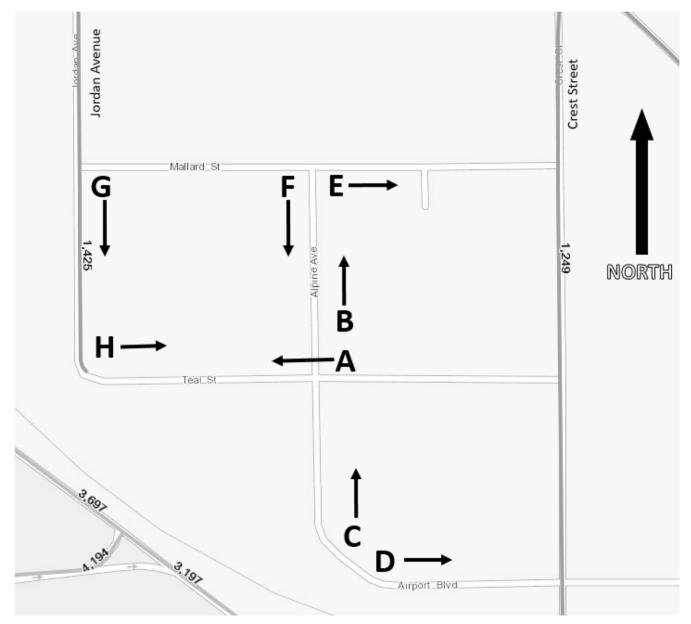


FIGURE 3: Average Annual Daily Traffic Map from the Alaska Department of Transportation and Public Facilities, showing 2018 data. Superimposed letters correspond to pictures below in Figure 4. Arrows show the orientation of the photographer.

FIGURE 4: SITE PHOTOS





Picture A: Subject property frontage on Teal Street. Picture B: Looking up Alpine Avenue from the intersection of Alpine Avenue and Teal Street. This would be the primary pedestrian route from the proposed development. Note lack of curb, gutter, sidewalk, or painted delineation lines.





Picture C: Alpine Avenue from the intersection with Airport Boulevard. SVdP's Smith Hall, housing for disadvantaged seniors, which is part of their Teal Street housing complex, is on the right. The subject parcel is on the left. Picture D: Airport Boulevard from the intersection with Alpine Avenue.





Picture E: Picture of the Mallard Street bus stop behind the Nugget Mall, taken from the intersection with Alpine Avenue. Note the sidewalks and painted crosswalks. Picture F: Looking down Alpine Avenue from the same location as Picture E. Note the sidewalk end.





Picture G: Looking south from Mallard Street intersection with Jordan Avenue. On the right are boat condominiums. On the left is storefront (not currently in use). Picture H: Subject property (right) from the corner of Jordan Avenue and Teal Street. Property across the street seems to be used for storage by a seafood processing business.

<u>Trails</u>: The Jordan Creek Trail abuts the subject property and is part of a Juneau International Airport development mitigation, a requirement of continued federal funding. Recent improvements to the trail have improved access, improved safety through improved visibility, and inspired positive feedback from neighbors in the area. Part of the trail runs across the south lot line of the subject parcel. Improvements include tree limbing for improved visibility, bridges that improve access and reduce impacts on Jordan Creek, interpretive signage, and improved trail condition. Improvements have been made in coordination with the Southeast Alaska Watershed Council.

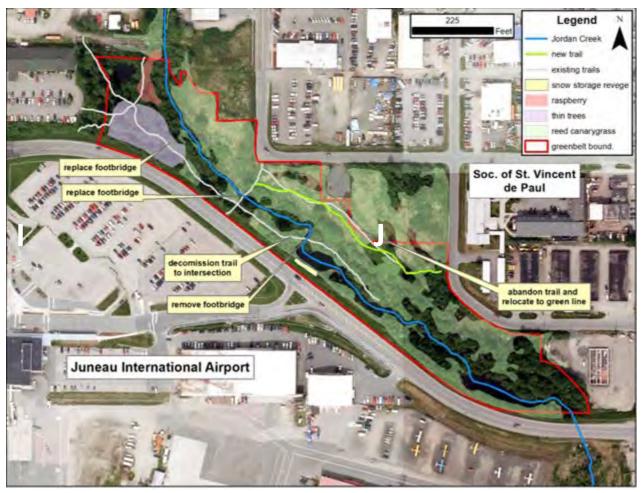


FIGURE 5: Map of the Jordan Creek trail system. The curving grey line is Jordan Creek. White lines represent trails. Note that the trail was relocated off of the subject lot onto adjacent CBJ lands.

<u>Water and sewer:</u> Teal Street and Alpine Avenue have 8-inch water mains. The sewer main on Teal Street is shown in as-built surveys as 18 inches, but would need to be verified for size and location.

Analysis:

Consider perimeter sidewalks. Chapter 49.35 establishes design and development criteria for public and private improvements. The standards do not establish data point triggers for improvements based on pedestrian activity. The chapter states that developers must make improvements necessary for the development to function properly. Those improvements may extend off site [49.35.120(a)]. Sidewalk requirements are based on roadway ADT in any commercial subdivision within the urban service area [49.35.610(b)]. While the Traffic Analysis below does not trigger a traffic study, estimated ADT of 239 (see "Traffic," below) is in excess of the 212 ADT trigger for sidewalks on one side of the street [Table 49.35.240, Table of roadway construction standards].

The project proponent is seeking a parking waiver since most of their clients walk or take the bus (PWP2020 0002). Sidewalk construction around the perimeter of the development is a reasonable requirement.

Condition 1: Prior to issuing a building permit, the applicant shall submit a site plan that includes sidewalks along the full length of their lot on Teal Street and Alpine Avenue. Sidewalks will be a minimum of five feet wide.

Condition 2: Prior to the issuance of a temporary certificate of occupancy, one or more covered bicycle racks providing spaces for at least four (4) bicycles shall be provided. The rack(s) shall be permanently affixed to the ground, building, or other permanent fixture, and shall be located so that parked bicycles do not encroach into a pedestrian walkway or vehicle area. Covered bicycle racks shall, at a minimum, be designed in accordance with the standards listed in the Juneau Non-Motorized Transportation Plan.

Project Design – The Emergency Housing Shelter will primarily accommodate homeless adults. The Glory Hall works in partnership with other service providers on accommodation of other vulnerable populations:

- Family Promise or AWARE will accommodate women with children or families.
- AWARE will accommodate people fleeing violence.
- Unattached youth are accommodated by AWARE. Note that Juneau Youth Services no longer provides emergency shelter for homeless youth.
- Emergency shelter overflow or those with extreme behavioral patterns are accommodated at the Emergency Cold Weather Shelter during winter months. That service used to be housed at SVdP, but is currently housed at the Juneau Arts and Culture Center due to COVID-19 response space requirements.

The shelters work together on "load levelling" accommodations. When there is a high demand for services, the providers will coordinate on which is best equipped to handle which clients, and shift patrons accordingly. Considerations might include client gender, medical fragility, or family make-up.

The Glory Hall houses individuals who benefit most from coordinated access to housing resources and social services supports.

Individuals experiencing homelessness tend to have few resources beyond a phone. They struggle with transportation, appropriate clothing for the weather, and basic office infrastructure to apply for aid, jobs and housing. A consolidated service model reduces the inertia of aid from multiple programs.

It is helpful to review the proposed project in light of accepted standards in order to determine the adequacy of the proposal and anticipate the need for expansion in the future. The federal government does not currently provide standards for shelter design. *Shelter Design Guidelines* (September 2017, Attachment H) by BC Housing (British Columbia, Canada) provides salient and easily-understood standards for shelter design. Chapter 5 outlines "Program Area Design Features," which include:

- Reception/entry: The proposed shelter includes a reception area with a secured office.
- Gathering place/day activity room: Co-located with the dining area.
- Health and medical support: Anticipated service in the proposed office building. In the meantime, the SVdP's Dan Austin Transitional Support Center has plans for a medical exam room, or the shelter operator would be able to provide an office for privacy.
- Counseling and support services: This provision is a key concern of the colocation of the proposed Emergency Housing Shelter and the social services office building. Services will be proximate and Americans with Disabilities Act (ADA) accessible.
- Food services: A core competency of the Glory Hall. Their proposed plan includes a kitchen and dining area.
- Hygiene: Standards recommend one wash basin, shower, and toilet for every four beds. The proposed Emergency Housing Shelter proposes 40 patron beds and 10 bathrooms with wash basin, shower and toilet. Additionally, three toilets and wash basins serve the dining/gathering area.
- Laundry facilities: Proposed on the second floor.

- Indoor storage: The ground floor of the Emergency Housing Shelter includes approximately 312 square feet of patron storage.
- Clothing storage and distribution: Clothing donation space is proposed in the Emergency Housing Shelter. The SVdP Dan Austin Transitional Support Center provides clothing free of charge to patrons.
- Computer area/library room: Services provided at the SVdP Dan Austin Transitional Support Center.
- Multi-purpose room: The proposed Emergency Housing Shelter includes a conference room.

Other elements that impact sizing and operations:

- Sleeping accommodations: The proposed floor area for each single bed is 45 square feet. This is less than
 the recommended floor area for single beds, but maintains the preferred design of a single bed in a small
 room (Chapter 6.1, "Multi-bed Configurations").
- Outdoor spaces: The land to the west of the proposed Emergency Housing Shelter and the land to the south of the proposed office building will provide outdoor accommodations for smoking, storage and other outdoor amenities. This space is important to mitigating impacts to city rights-of-way or neighboring properties (Chapter 8, "Outdoor Spaces").

Colocation of service providers is a critical factor in delivery of those services. SVdP and the Emergency Housing Shelter both employ social services Navigators and case workers who extensively coordinate with service providers that will be housed in the office building in order to provide client services and a path to stability. A campus approach to service provision will improve efficiency for Navigators and case workers. The campus will ease navigation of the array of services available to clients. Clients often struggle to make appointments due to cognitive challenges or simply having watches and calendars lost or stolen. Campus-style delivery facilitates the case worker's ability to monitor client whereabouts and help get them to appointments. Campus delivery also facilitates walk-in services, taking advantage of the moment when the client is ready to participate in services.

Analysis: Both facilities provide services permitted under the Table of Permissible Uses [49.25.300]. Both require a conditional use permit because they are considered major development.

Condition: None recommended.

Traffic -

According to CBJ 49.40.300(a)(2)) a traffic impact analysis IS NOT required for a project that generates Average Annual Daily Traffic (AADT)of less than 250.					
Use	Use Metric Trips Generated Total Trips				
Assisted Living ^A	per bed 2.66. 106.4				
OfficeBper 1,000 sf gross floor area11.03132.36					
Total ADTs: 238.76			238.76		

Institute of Transportation Engineers Trip Generation Manual, 9th edition.

A: Page 526, Volume 2 B: Page 1259, Volume 3

Condition: None recommended.

Parking & Circulation – The applicant has applied for a parking waiver (PWP2020 0002). Parking is analyzed in detail in the staff report for PWP2020 0002. The parking reduction requested in PWP2020 0002 is shown below:

Parking spaces	Emergency Housing Shelter	Office Building
Required	16	40
Proposed	10	38
Actual	10	30 ^A
ADA Required	1	2
ADA Proposed	1	2

A: Back-out parking proposed on Alpine Avenue, disallowed per 49.40.230(b)(7). Back-out parking shown on the proposed site plan is not included in this figure.

Condition 3: Prior to issuance of a temporary certificate of occupancy, wheel stops or striping shall be placed in the parking lot to define the location of parking spaces, and all necessary ADA striping and signage will be installed.

Condition 4: Prior to the issuance of a temporary certificate of occupancy, all pavement markings, including directional arrows, parking space stripes, and other markings shown on the project site plan, shall be applied to the parking and circulation area shown on the site plan in a medium designed for such purposes.

Noise – Surrounding development is a mix of vacant, commercial, residential and industrial uses. The proposed development may be impacted by noise from the surrounding area. At the same time, the proposed development is not expected to create noise impacts to the neighborhood beyond those expected in the General Commercial zone.

Condition: None recommended.

Lighting – A lighting plan will be submitted with the building permit. According to 49.40.230(d), parking areas shall be suitably lit. All proposed fixtures shall be full cut-off design. A lighting plan is required with the building permit application for CDD review and approval. This requirement is a recommended condition of approval.

Condition 5: Prior to issuance of a building permit, the applicant shall submit a lighting plan illustrating the location and type of exterior lighting proposed for the development. Exterior lighting shall be designed and located to minimize offsite glare. Approval of the plan shall be at the discretion of the Community Development Department, according to the requirements of CBJ 49.40.230(d).

Vegetative Cover/Landscaping – The site plan indicates compliance with the 10% vegetative cover required for the General Commercial zoning district. The Emergency Housing Shelter will provide a gardening area and secured outdoor space for patrons. BC Housing's Shelter Design Guidelines (2007) recognize the therapeutic effects of having a garden (page 30). The office building includes planned gardens and seating between the building and the parking lot.

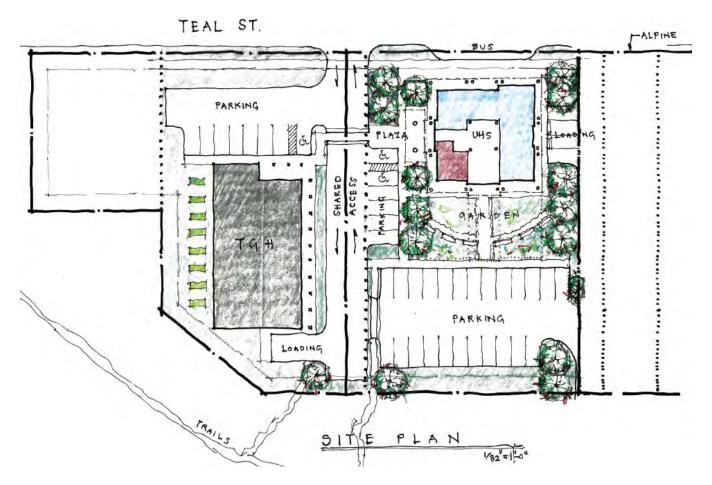


FIGURE 6: Site plan showing gardens between the office building and the parking lot, and along the west side of the Emergency Housing Shelter.

Condition: See "Habitat" for a related condition.

Habitat – The applicant has provided a letter from the United States Army Corps of Engineers (USACE) recognizing that the lot is categorized as uplands. While the letter has an expiration date, the USACE has clarified that the lot is out of their jurisdiction, requiring nothing further (Attachment I).

The 2013 Comprehensive Plan recognizes the city-owned land south of the subject lot as a Stream Protection Corridor for Jordan Creek. The stream supports multiple species of salmon, Dolly Varden char, and cutthroat trout. The boundary of the stream protection corridor is along the south edge of the subject parcel and further south along Alpine Avenue. A Stream Protection Corridor protects anadromous fish streams and their tributaries from development that could cause pollution, erosion, depletion of groundwater infiltration, or other degradation of the stream corridor and its biological functions.

Staff received comments from the Southeast Alaska Watershed Council (SEAWC), an agency involved in water quality analysis and habitat restoration for Jordan Creek. Because the area between Egan Drive and Yandukin Drive is highly developed with impervious surfaces, run-off pollutants highly impact this section of Jordan Creek. SEAWC requests that the proposed development include storm water best management practices (BMPs) to infiltrate and treat storm water runoff through:

- 1. Conveying all rooftop runoff to the native soil and groundwater table by way of rain gardens, infiltration trenches or similar, and
- 2. Conveying all parking lot runoff into bio retention BMPs that infiltrate and treat runoff before the runoff enters the native soil and groundwater table.

SEAWC's comments can be found in Attachment B.

CBJ owns the land to the south of the subject property in order to maintain the stream protection corridor.



FIGURE 7: The dashed white line outlines CBJ-owned property that will be retained in order to maintain a stream protection corridor around Jordan Creek.

Condition 6: Prior to issuance of a building permit, the developer shall submit to the CBJ Engineering Department a detailed drainage plan that includes provisions for managing storm water run-off during construction and details the drainage facilities to be included in the development. The plan will include storm water best management practices to infiltrate and treat storm water runoff through:

- 1. Conveying all rooftop runoff to the native soil and groundwater table by way of rain gardens, infiltration trenches or similar, and
- 2. Conveying all parking lot runoff into bio retention BMPs that infiltrate and treat runoff before the runoff enters the native soil and groundwater table.

No building permit shall be issued until such plans are deemed adequate and approved by the CBJ Engineering Department.

Other Applicable Sections of Title 49 – Flood Hazard Areas

The proposed development is located in an AE flood zone. This Special Flood Hazard Area (SFHA) has a 1% chance of annual flooding where average depths are between 1 and 3 feet. This development will be subject to the requirements of 49.70 Article IV: Flood Hazard Areas. Note the following requirements:

- Submittal of the proposed and finished lowest floor elevations [49.70.400(d) (5)], AND
- The lowest floor above the base flood elevation. [49.70.400(e) (2) (B)], AND
- Structure design by an engineer or architect licensed in the State of Alaska, certifying that the design meets the requirement of this section. [49.70.400(e)(5)(D)].

Current flood mapping shows the base elevation at 26.23 feet.

Condition: None recommended – concerns addressed in regular regulatory review process.

Public Health or Safety – Since the beginning of this year Juneau's Homelessness Management Information System shows providers have served 228 people. A full report can be found in Attachment J.

Analysis of health and safety will include:

- The societal benefits of coordinated services.
- The impacts and concerns that accompany a shelter.

<u>Societal benefits of coordinated services to Juneau:</u> Services provided through the Glory Hall and UHS tenants improve outcomes for and reduce societal costs of individuals experiencing homelessness. Local studies indicate that consolidating services results in more effective outcomes.

Forget-Me-Not Manor (located in Lemon Creek) is a "housing first" program operated by Juneau's Housing First Collaborative. It provides low-barrier housing to individuals struggling with addiction, with on-site support for mental and physical health. Juneau's Housing First Collaborative worked with the University of Alaska's Social Work program to measure impacts of the program, with doors opening in the fall of 2017.

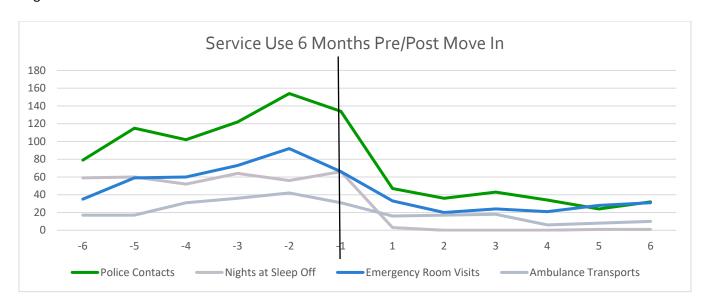


Figure 8: Juneau Housing First Six Month Pre/Post Service Usage and Indicators of Wellbeing, October 30, 2018. A graph of service usage for Housing First residents before and after housing at Housing First. UAA School of Social Work and Community Partners. Heidi Brocious, PhD, MSW; Morgan Erisman, MSW & MPH.

	6 months prior to move in	6 months post move in	Percent of decrease in usage between 2 six month periods
Bartlett ER Visits	383	153	60%*
RRC sleep off visits	357	5	98%*
Contacts with JPD officers (any reason)	711	216	70%*
Transport by CCFR (ambulance)	157	76	52%*

^{*} Indicates statistical significance

FIGURE 9: Juneau Housing First Six Month Pre/Post Service Usage and Indicators of Wellbeing, October 30, 2018. A table summarizing the Housing First impacts to Juneau's emergency responders. UAA School of Social Work and Community Partners. Heidi Brocious, PhD, MSW; Morgan Erisman, MSW & MPH.

The COVID-19 pandemic has illustrated the costs to CBJ when our shelter provider operations are impacted. The Glory Hall and SVdP are unable to operate at full capacity given COVID-19 spacing requirements. CBJ provided the Juneau Arts and Culture Center for a shelter. CBJ's service contract extension for the Cold Weather Shelter costs \$51,000 a month. This \$10 thousand-per-month increase over pre-COVID-19 costs is due to extra staffing, extended hours, and nightly opening. Originally ending in mid-April, the contract has been extended through mid-September. Total expenditures are anticipated to be in excess of \$255,000. How much of that will be reimbursable with CARES Act funding is unknown.

April 16, 2020 USE2020 0008 Page 18 of 22

CBJ benefits from a resilient shelter system. Individual sleeping quarters maximize use of space while providing physical barriers to reduce transmission of respiratory disease. *Infection Control in Homelessness Shelters in the State of Alaska* (July 2018) recognizes "Sufficient distance between beds or separate rooms for sick clients are necessary to prevent spread" (page 28). Operationally, the staff assign beds to individuals for multiple nights to assist in mitigating disease spread. The Centers for Disease Control recognize that facilities available, funding available, and staffing influence a pandemic response. Shared spaces with adequate spacing are good, individual rooms with semi-private facilities are better (as in this proposal), and individual rooms with bathrooms are the best (*Non-Congregate Approaches to Sheltering for COVID-19 Homeless Response*, 2019, Attachment K). The Emergency Housing Shelter balances resilience with highly-utilized space.

<u>Impacts and Challenges:</u> It is difficult to procure reliable statistics on crime in the area of Emergency Housing Shelters. Whatever your position, you can find the statistics to bear it out.

The Juneau Police Department does not keep statistics on crimes involving people experiencing homelessness. This mindful decision on their part mitigates classism in law enforcement. A victim is a victim, and a perpetrator is a perpetrator, regardless of their socioeconomic conditions.

A survey of literature indicates agreement that the crimes associated with homelessness tend to be nuisance crimes, among them panhandling, loitering, trespass, shoplifting, and public intoxication. Some such crimes can be mitigated through Emergency Housing Shelter accommodations. For instance, day shelter operations can reduce loitering complaints. Note that while an Emergency Housing Shelter might establish "good neighbor" rules aiming to reduce impacts on neighbors, such rules can run afoul of the Fair Housing Act (Title VIII of the Civil Rights Act). Good neighbor rules cannot set terms, conditions or privileges for the provision of housing that would not apply to a citizen at large. For instance, you cannot deny housing to an individual if they go to an establishment (say, a neighboring bar) that the rest of the population can go to without jeopardizing their housing. Another example might regard loitering. If the population at large may stand in front of a downtown business, a shelter patron cannot be denied housing for doing just that.

Another challenge for neighbors is untreated mental illness. An individual cannot be forced into treatment unless a danger to themselves or others, or unable to function independently. While a social worker can convince someone to go in for a mental health evaluation, and JPD can compel someone to go in, neither can force a mental health hold. A mental health professional must make that determination, and have approval of a judge [AS 47.30.700]. The length of an involuntary hold is narrowly tailored in favor of the individual's civil liberties. A 1975 Supreme Court ruling in *O'Connor v. Donaldson* had established standards for involuntary committal. There was another landmark case in 1987 helped establish the stringent standards for involuntary committal that we have today.

Condition: None.

Property Value or Neighborhood Harmony – BC Housing's Shelter Design Guidelines (2017) touch on neighborhood integration (page 12), recognizing that Emergency Housing Shelters generate controversy wherever they go. They recognize some design elements can help the shelter be a good neighbor:

- Adequate space to avoid impacting public sidewalks with lines and belongings the proposed shelter includes 312 feet of interior storage and a planned 200-300 square feet of exterior storage.
- Adequate on-site storage for buggies, trolleys and bikes.
- Off-street areas for smoking, sitting and pets in addition to the Emergency Housing Shelter facilities, the office building will include gardens and sitting areas.

April 16, 2020 USE2020 0008 Page 19 of 22

Screening has advantages and drawbacks. Screening will reduce visual impacts of client belongings. One of the most frequent complaints received by Juneau's Housing and Homelessness Services Coordinator regarded the visual and sometimes public way impacts of people's belongings. However, screening interferes with line-of-site accountability.

CBJ's Assessor's Office does not consider proximity to Emergency Housing Shelters or other facilities that serve the "under-housed" in their property assessments. The Assessor's Office notes that there are existing facilities for the "under-housed" near the subject property. Locating the Emergency Homelessness Shelter in the area cannot be assumed to have the same impacts as if no such services existed.

Condition: None.

CONFORMITY WITH ADOPTED PLANS

Chapter	Page No.	Item	Summary	
4	36	Policy 4.1	To facilitate the provision and maintenance of safe, sanitary and affordable housing for CBJ Residents.	
4	36	4.1-SOP1	Fund, or assist in securing funding for, emergency shelters, transitional housing, permanent supportive housing, and appropriate supportive services for people who are homeless or near homeless or rent overburdened, particularly families and unaccompanied youth, and an increasing aging population.	
4	37	4.1-IA7	Facilitate the provision of special needs and adaptive housing and supportive services in residential neighborhoods that are readily accessible to public transit, shopping, public amenities and supportive services.	
4	37	4.1-IA8	The CBJ government should participate with other local agencies in the federal program to prepare and a "Ten Year Plan to End Homelessness" in the City and Borough of Juneau.	
4	37	4.1-IA9	Assist in the establishment and maintenance of an effective integrated client assessment and referral system for homeless and hear-homeless residents that links all housing, medical and social service providers to develop greater efficiencies, client tracking and program funding and evaluation tools.	
13	213	Policy 13.3	To promote quality medical and social services in the CBJ to ensithe safety, health, well-being and self-sufficiency of its resident	
13	213	13.3-SOP1	Provide public funds for programs for the indigent and for high risk groups such as youth, the elderly, disabled persons, and homeless persons and families.	
13	213	13.3-IA3	Provide transportation assistance to homeless clients, including high school students, to support transport for job search efforts, to shelter, and for medical and social service care.	

Note that Juneau's Housing Action Plan (2016) focus was "workforce housing" rather than homelessness.

FINDINGS

Conditional Use Permit Criteria - Per CBJ 49.15.330 (e) & (f), Review of Director's & Commission's Determinations, the Director makes the following findings on the proposed development:

1. Is the application for the requested conditional use permit complete?

Analysis: None.

Finding: Yes. The application contains the information necessary to conduct full review of the proposed operations. The application submittal by the applicant, including the appropriate fees, substantially conforms to the requirements of CBJ Chapter 49.15.

2. Is the proposed use appropriate according to the Table of Permissible Uses?

Analysis: The application is for an Emergency Housing Shelter (Assisted Living) and a social services office building. The use is listed at CBJ 49.25.300. Section 7.200 lists "Assisted Living," and Section 3.4 lists "Offices greater than 2,500 square feet" for the General Commercial zoning district.

Finding: Yes. The requested permit is appropriate according to the Table of Permissible Uses.

3. Will the proposed development comply with the other requirements of this chapter?

Analysis: The proposed site design complies

Finding: Yes. With the recommended conditions, the proposed development will comply with Title 49, including requirements for parking (see associated permit application PWP2020-02), pedestrian access, lighting, and drainage.

4. Will the proposed development materially endanger the public health or safety?

Analysis: This finding hinges on the idea of "materially endanger." "Materially" means "significant or substantial." "Endanger" means "to bring into danger or peril."

Staff anticipates an increase in nuisance crimes for neighbors in the area of the proposed Emergency Housing Shelter. Staff anticipates improved safety and well-being of patrons due to improved facilities and co-located services.

Finding: No. With appropriate conditions, the requested permit USE2020 0008 in a General Commercial zoning district will not materially endanger the public health or safety.

5. Will the proposed development substantially decrease the value of or be out of harmony with property in the neighboring area?

Analysis: "Substantial" means "of considerable importance, size or worth." Assessors do not consider proximity to an Emergency Housing Shelter in assessing property. Alternative housing is already a use in the area.

Finding: No. With appropriate conditions, the requested permit USE2020 0008, in a General Commercial zoning district will not substantially decrease the value or be out of harmony with the property in the

April 16, 2020 USE2020 0008 Page 21 of 22

neighboring area.

6. Will the proposed development be in general conformity with the land use plan, thoroughfare plan, or other officially adopted plans?

Analysis: None.

Finding: Yes. The proposed USE2020 0008, with the recommended conditions, will be in general conformity with the 2013 Comprehensive Plan.

RECOMMENDATION

Staff recommends the Planning Commission adopt the Director's analysis and findings and **APPROVE** the requested Conditional Use Permit. The permit would allow the development of an Emergency Housing Shelter and social services office building.

The approval is subject to the following conditions:

- 1. Prior to issuing a building permit, the applicant shall submit a site plan that includes sidewalks along the full length of the lot on Teal Street and Alpine Avenue. Sidewalks will be a minimum of five feet wide.
- 2. Prior to the issuance of a temporary certificate of occupancy, one or more covered bicycle racks providing spaces for at least four (4) bicycles shall be provided. The rack(s) shall be permanently affixed to the ground, building, or other permanent fixture. Racks shall be located so that parked bicycles do not encroach into a pedestrian walkway or vehicle area. Covered bicycle racks shall, at a minimum, be designed in accordance with the standards listed in the Juneau Non-Motorized Transportation Plan.
- 3. Prior to issuance of a temporary certificate of occupancy, wheel stops or striping shall be placed in the parking lot to define the location of parking spaces, and all necessary ADA striping and signage will be installed.
- 4. Prior to the issuance of a temporary certificate of occupancy, all pavement markings, including directional arrows, parking space stripes, and other markings shown on the project site plan, shall be applied to the parking and circulation area shown on the site plan in a medium designed for such purposes.
- 5. Prior to issuance of a building permit, the applicant shall submit a lighting plan illustrating the location and type of exterior lighting proposed for the development. Exterior lighting shall be designed and located to minimize offsite glare. Approval of the plan shall be at the discretion of the Community Development Department, according to the requirements of CBJ 49.40.230(d).
- 6. Prior to issuance of a building permit, the developer shall submit to the CBJ Engineering Department a detailed drainage plan that includes provisions for managing storm water run-off during construction and details the drainage facilities to be included in the development. The plan will include storm water best management practices to infiltrate and treat storm water runoff through:
 - a. Conveying all rooftop runoff to the native soil and groundwater table by way of rain gardens, infiltration trenches or similar, and

April 16, 2020 USE2020 0008 Page 22 of 22

b. Conveying all parking lot runoff into bio retention BMPs that infiltrate and treat runoff before the runoff enters the native soil and groundwater table.

No building permit shall be issued until such plans are deemed adequate and approved by the CBJ Engineering Department.



DEVELOPMENT PERMIT APPLICATION

NOTE: Development Permit Application forms must accompany all other Community Development Department land use applications.

	B617 Teal Street Juneau, AK 99801 Legal Description(s) (Subdivision, Survey, Block, Tract, Lot) Valley Centre Greenbelt BLH LT 6A1 and Valley Centre BK H LT4,				
Parcel Number(s)	alley Centre BK H L14,				
This property located in the downtown					
This property located in a mapped hazar	This property located in a mapped hazard area, if so, which				
LANDOWNER/ LESSEE	Contact Person				
ribbeity Owner		uk and Joan O'Keefe			
Malling Address	Address				
PO Box 021997 Juneau, AK 99803 E-mail Address	957-2885				
nfo@feedjuneau.org and jokeefe@sailinc.org	331-2003				
LANDOWNER/ LESSEE CONSENT Required for Planning Permits, not needed on Building/ Engineering Permits					
I am (we are) the owner(s) or lessee(s) of the property subject to A. This application for a land use or activity review for deve B. I (we) grant permission for officials and employees of the	lopment on my (our) property is made with my	y complete understanding and permission.			
A. This application for a land use or activity review for deve	elopment on my (our) property is made with my e City and Borough of Juneau to inspect my pro	y complete understanding and permission. sperty as needed for purposes of this application.			
A. This application for a land use or activity review for deve B. I (we) grant permission for officials and employees of the Mariya S. Corrichchuk Landowner/Lessee Signature X Landowner/Lessee Signature NOTICE: The City and Borough of Juneau staff may need access the formal consent given above. Further, members of the Plann	elopment on my (our) property is made with my eloty and Borough of Juneau to inspect my property and Borough of Juneau to inspect my property during regular business ing Commission may visit the property before a same as OWNER, write "SAME"	y complete understanding and permission. sperty as needed for purposes of this application.			
A. This application for a land use or activity review for deve B. I (we) grant permission for officials and employees of the Mariya S. Zovishchuk Landowner/Lessee Signature X Landowner/Lessee Signature NOTICE: The City and Borough of Juneau staff may need access the formal consent given above. Further, members of the Plann APPLICANT Applicant	elopment on my (our) property is made with my elity and Borough of Juneau to inspect my property and Borough of Juneau to inspect my property during regular business ing Commission may visit the property before	y complete understanding and permission. sperty as needed for purposes of this application. Outleases Date Date hours and will attempt to contact the landowner in addition to			
A. This application for a land use or activity review for deve B. I (we) grant permission for officials and employees of the Mariya S. Corrishchuk Landowner/Lessee Signature X Landowner/Lessee Signature NOTICE: The City and Borough of Juneau staff may need access the formal consent given above. Further, members of the Plann APPLICANT If the	elopment on my (our) property is made with my eloty and Borough of Juneau to inspect my property and Borough of Juneau to inspect my property during regular business ing Commission may visit the property before a same as OWNER, write "SAME"	y complete understanding and permission. sperty as needed for purposes of this application. ozriezzaz Date Date hours and will attempt to contact the landowner in addition.			
A. This application for a land use or activity review for deve B. I (we) grant permission for officials and employees of the Manya S. Zovishchuk Landowner/Lessee Signature X Landowner/Lessee Signature NOTICE: The City and Borough of Juneau staff may need access the formal consent given above. Further, members of the Plann APPLICANT Applicant APPLICANT Applicant	elopment on my (our) property is made with my eloty and Borough of Juneau to inspect my property and Borough of Juneau to inspect my property during regular business ing Commission may visit the property before a same as OWNER, write "SAME"	perty as needed for purposes of this application. O2/16/2020			
A. This application for a land use or activity review for deve B. I (we) grant permission for officials and employees of the Mariya S. Korrshchuk Landowner/Lessee Signature X Landowner/Lessee Signature NOTICE: The City and Borough of Juneau staff may need access to the formal consent given above. Further, members of the Plann APPLICANT APPLICANT Applicant AME Mailing Address	elopment on my (our) property is made with my eloty and Borough of Juneau to inspect my property and Borough of Juneau to inspect my property during regular business ing Commission may visit the property before a same as OWNER, write "SAME"	perty as needed for purposes of this application. Outline			

		Intake Initials
This form and all documents associated with it are public record or	nce submitted.	AE
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED	Case Number	Date Received
For assistance filling out this form, contact the Permit Center at 586-0770.	15020200008	4/15/2020
I:\FORMS\PLANFORM\DPA.docx		Updated 2017 - Page 1 of 1



PARKING WAIVER 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.

7 3	PROJECT SUMMARY	
200	Please see attached.	
AL V	TYPE OF PARKING WAIVER REQUESTED (cher	ck one)
	MINOR DEVELOPMENT	MAJOR DEVELOPMENT
cant	Parking Waiver Departmental Review (PWI	Parking Waiver Planning Commission Review (PWP)
Appli	DEVELOPMENT FOR WHICH THE PARKING IS	REQUIRED (check one)
by A	O Existing O Propos	ed – Related Case Number:
etec	NUMBER OF <u>REQUIRED</u> PARKING SPACES PE	R CBJ 49.40.210(A)
To be completed by Applicant	For Residential Uses:spaces	For Non-Residential Uses: 56 spaces
pe c	NUMBER OF PARKING SPACES THAT WILL B	E PROVIDED
To	For Residential Uses:spaces	For Non-Residential Uses: 48 spaces
	ALL REQUIRED MATERIALS ATTACHED	
6-	Complete application per CBJ 49.15	and CBJ 49.40.210(d)(6)
100	√ Narrative including:	
	Why the parking waiver is being	·
89	✓ How the requested waiver meet	s items 1-4 on page 2
		RTMENT USE ONLY BELOW THIS LINE
	PARKING WAIVER FEES	
	Residential Spaces	Non-Residential Spaces
	Residential Fee \$ Total Residential \$	Non-Residential Fee \$ Total Non-Residential \$
	Total residential \$	
		Total Fee \$

This form and all documents associated with it are public record once submitted.

INCOMPLE	TE AP	PLICATIONS	WILL NOT	BE ACCEPTED

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

Case Number	Date Received
puppercur	4115120



ALLOWABLE/CONDITIONAL USE PERMIT APPLICATION

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

Mal	PROJECT SUMMARY					
	Please see attached.					
	TYPE OF ALLOWABLE OR CONDITIONAL USE PERMIT REQUESTED					
	Accessory Apartment – Accessory Apartment Application (AAP)					
	Use Listed in 49.25.300 – Table of Permissible Uses (USE)					
	Table of Permissible Uses Category: 7.2- EMERGENCY SHELTER (ASSISTED LIVING) & 3.4- PROFESSIONAL OFFICES IS THIS A MODIFICATION or EXTENSION OF AN EXISTING APPROVAL? O YES – Case #					
-	UTILITIES PROPOSED WATER: ✓ Public On Site SEWER: ✓ Public On Site					
	SITE AND BUILDING SPECIFICS					
ant	Total Area of Lot 59,848 square feet Total Area of Existing Structure(s) N/A square feet					
plic	Total Area of Proposed Structure(s) 11,000 & 12,000 square feet					
y Ap	EXTERNAL LIGHTING					
q pa	Existing to remain O No Yes – Provide fixture information, cutoff sheets, and location of lighting fixtures Proposed No Yes – Provide fixture information, cutoff sheets, and location of lighting fixtures					
To be completed by Applicant	0 0					
mo	ALL REQUIRED DOCUMENTS ATTACHED If this is a modification or extension include: Notice of Decision and case number					
pe o	— · · · · · · · · · · · · · · · · ·					
2	 ✓ Current use of land or building(s) ✓ Description of project, project site, circulation, traffic etc. ✓ Sustification for the modification or extension 					
200						
98 18	✓ Proposed use of land or building(s) ✓ How the proposed use complies with the Comprehensive Plan before expiration date					
913	✓ How the proposed use complies with the Comprehensive Plan before expiration date Defore expiration date Defore expiration date					
	✓ Plans including:					
	✓ Site plan					
1919	Floor plan(s)					
✓ Elevation view of existing and proposed buildings ✓ Proposed vegetative cover						
					100	Existing and proposed parking areas and proposed traffic circulation
	Existing physical features of the site (e.g.: drainage, habitat, and hazard areas)					
	DEPARTMENT USE ONLY BELOW THIS LINE					
	ALLOWABLE/CONDITIONAL USE FEES					
	Fees Check No. Receipt Date					
	Application Fees \$					
	Admin. of Guarantee \$					
	Adjustment \$					
	Pub. Not. Sign Fee \$					
	Pub. Not. Sign Deposit \$					
	Total Fee \$					

This form and all documents associated with it are public record once submitted.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED
--

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

Case Number	Date Received
15e2020008	4115/2ere

Edward Quinto

From:

Allison Eddins

Sent:

Wednesday, April 15, 2020 9:49 AM

To:

Permits

Cc:

Laurel Christian

Subject:

RE: CUP application: TGH & UHS Campus Project

Hi Eddie,

Yes, it's good for intake. This is the most complete application I've seen in while. I'd be happy to sign off on it tomorrow when I'm in the office and follow up with her about payment. Alternatively, Laurel is in the office today and can sign off. Thanks.

Allison

From: Permits <Permits@juneau.org>
Sent: Wednesday, April 15, 2020 9:36 AM
To: Allison Eddins <Allison.Eddins@juneau.org>

Subject: FW: CUP application: TGH & UHS Campus Project

Allison, is this packet good to take in and process?

Eddie Quinto | Permit Specialist

Community Development Department | City & Borough of Juneau, AK

Location: 230 S. Franklin Street, 4th Floor Marine View Building

General questions/payments: 907.586.0770

Office: 907.586.0928

From: Sherri von Wolfe <svonwolfe@sailinc.org>

Sent: Thursday, April 9, 2020 11:09 AM To: Permits < Permits@juneau.org >

Cc: Joan O'Keefe <jokeefe@sailinc.org>; Mariya Lovishchuk <lovishchuk.mariya@gmail.com>

Subject: CUP application: TGH & UHS Campus Project

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Hello Allison,

Thank you for your assistance this morning.

Please find the attached CUP & Parking Waiver application for TGH & UHS campus project.

I will confirm with our bookkeeper the ideal method of payment (check or cc) and follow-up.

Fee is noted as follows:

CUP: \$750 Sign: \$150

Parking Waiver: \$400-20%= \$320

Total due to CBJ = \$1,220

Please let me know if you have any questions with our application.

Kind regards, Sherri 907-209-8860 (c)

Sherri von Wolfe AIA, MA, PT Accessibility Specialist
Southeast Alaska Independent Living
907.586.4920, ext. 429 v/tty
907.586.4980 (fax)
www.sailinc.org

Project Narrative

United Human Services (UHS) and the Glory Hall (TGH) will develop two buildings on the Mendenhall Valley site located at 8617 Teal Street, encompassing the southwest corner of Teal & Alpine street.

TGH will construct a shelter, care center, and meal distribution facility. UHS will construct a shared facility (multi-tenant nonprofit center) for social service non-profit agencies providing onsite campus-based services as well as comprehensive services for the broader Juneau community.

We believe that in working together we'll have the greatest collective positive impact on the lives of the people we serve in our community and that cooperative planning of this social service campus will ensure maximum efficiency in development, improved program coordination, and provide maximum support for a range of community, program, staff, and consumer needs.

<u>Description & Size:</u> The campus buildings are sited to maximize light, views, green space, garden space, bus access, and pedestrian links. There are both public and private spaces with good lines of sight.

TGH's two-story 11,000sf building will contain offices, a commercial kitchen, conference room, and sitting area on the first floor (approximately 5500 square feet) and sleeping quarters, an office, and laundry facility on the second floor (approximately 5500 square feet).

UHS's three-story 12,000sf building will include individual private office spaces, equipment storage, shared reception, large and small conference rooms, staff kitchen/break room, and a workroom.

Operation: TGH will develop an emergency shelter, soup kitchen, and care center. There will be 1-4 staff on site at any time. Breakfast, lunch, and dinner will be served daily. Emergency shelter will be provided starting at 9:30PM till 8AM. The facility will feature a secure entry and a Day Room which will accommodate people for meals and a warm place to be throughout the day. There will be storage spaces for patron and program belongings as well as a conference room and office. The facility will have an outside garden and a secure outside space for patrons, staff and visitors.

UHS will provide business services 8AM to 5PM, Monday through Friday, with occasional evening or weekend group use of the conference room on the main level. The UHS nonprofit program services, in order of most common service delivery method to least include: electronic, off-site/community outreach, appointment-based, and walk-in.

<u>Habitat</u>: The site is designated as "uplands" by the Army Corp of Engineers. The city-owned land along the south border of this lot is designated as a Stream Protection Corridor.

<u>Flood:</u> The base flood elevation is 26.23'. Both project's ground level floors will be at an elevation of 26.5' or higher. (See attached flood zone region maps.)

<u>Noise:</u> No atypical noise volume or intensity will be associated with TGH's operations, primarily a dormitory and dining facility, or UHS's multi-tenant nonprofit center joint-use office building.

<u>Lot size & development size</u>: The identified property is 59,848sf and will utilize Valley Centre Greenbelt BLH LT 6A1 and Valley Centre BK H LT4 parcels. The property is jointly owned by SAIL and TGH.

Zoning & Set-back Requirements: 52,246sf of the site is zoned General Commercial and 7600sf of the site is zoned Industrial. No development is currently planned on the Industrial lot.

From CBJ Table 49.25.400, the minimum lot size is 2,000 sf. Minimum property dimensions are 20' width and 60' depth. General Commercial maximum height is 55' for permissible uses and 45' for accessory uses. There are 10' required setbacks on the front, back, and sides. All site requirements are met per the attached site plan & elevation sketches. (Note-TGH's elevation is estimated at 28' and UHS's elevation is estimated at 45'.)

(See attached site plan & elevations)

The CBJ Table of Permissible Uses, 49.25.300, identifies use descriptions, categories, and their associated approval process. TGH & UHS project uses are both permissible. The closest housing category to TGH's proposed project is 7.2- Institution Day or Residential Care, assisted living facility. It is not considered a residential use. However, building area greater than 10,000sf does require Planning Commission approval and a Conditional Use Permit. The UHS multitenant nonprofit center office building is 3.4- Professional Office Services greater than 2500sf. At greater than 5000sf, it is considered a major development and requires Planning Commission approval and a Conditional Use Permit.

Compliance with Comprehensive Plan:

Map G, of the Comprehensive Land Use Plan, identifies the entire site as Commercial (no portion is designated as Industrial). Both of these permissible uses align with The Comprehensive Plan.

The proposed project is further compliant with the relevant Chapters 4 and 13 of Comprehensive Plan. Chapter 4 addresses housing and Chapter 13 social services. Relevant policy and action excerpts are listed below.

POLICY 4.1. TO FACILITATE THE PROVISION AND MAINTENANCE OF SAFE, SANITARY AND AFFORDABLE HOUSING FOR CBJ RESIDENTS.

<u>4.1 - SOP1</u> Fund, or assist in securing funding for, emergency shelters, transitional housing, permanent supportive housing, and appropriate supportive services for people who are homeless or near homeless or rent overburdened, particularly families and unaccompanied youth, and an increasing aging population.

The proposed project complies with the above listed portion of the comprehensive plan. Support and permitting of this project would create a space that is appropriate for provision of services to all populations listed above. Specifically, the proposed space will enable the providers to accommodate youth and increasingly elderly population by providing an accessible shelter with individual emergency shelter spaces. Furthermore, a permitted project is easier to finance through multiple funding providers. The permitting facilitates the partnership between the Glory Hall and homelessness service providers, both existing at Saint Vincent de Paul, and with development of centralized services in a new office building.

4.1 - IA7 Facilitate the provision of special needs and adaptive housing and supportive services in residential neighborhoods that are readily accessible to public transit, shopping, public amenities and supportive services.

Adaptive and supportive services will be provided with greater efficiency and collaboration by Southeast Alaska Independent Living and other campus partners, including Saint Vincent de Paul, right across the

road. An array of services will include accommodations for disabilities, legal services, supportive services. Clients residing in Smith Hall, new Glory Hall facility, Saint Vincent DePaul transitional shelter, as well as others, will have greater and more convenient access to the services. The facility is on an established bus line that the clients are familiar with and the participants are working with the City and Borough of Juneau to relocate the bus line even closer to the project for added convenience and access.

- 4.1 IA8 The CBJ government should participate with other local agencies in the federal program to prepare and adopt a "Ten Year Plan to End Homelessness" in the City and Borough of Juneau. While a homelessness plan has not yet been developed, colocation of services has been a long-term goal of City and Borough of Juneau in coordination with the Juneau Coalition on Housing and Homelessness, a compilation of service providers. Collocation of services, as proposed by this project is a best practice and results in greater efficiency and more positive outcomes for consumers.
- <u>4.1 IA9</u> Assist in the establishment and maintenance of an effective integrated client assessment and referral system for homeless and near-homeless residents that links all housing, medical and social service providers to develop greater efficiencies, client tracking and program funding and evaluation tools.

[Please also see 13.3 - IA2] As noted above, this development leverages existing homelessness services and stages for future efficiencies.

POLICY 13.3. TO PROMOTE QUALITY MEDICAL AND SOCIAL SERVICES IN THE CBJ TO ENSURE THE SAFETY, HEALTH, WELL-BEING AND SELF-SUFFICIENCY OF ITS RESIDENTS.

- 13.3 SOP1 Provide public funds for programs for the indigent and for high risk groups such as youth, the elderly, disabled persons, and homeless persons and families. Proposed project fits well into this portion of the plan. By providing support for the project, programs will be able to receive funds to assist the populations listed in 13.3. Co-location, resulting improvement in coordination and access, as well as improved accessible space will enable the agencies to receive greater funding to be leveraged with other public funds.
- 13.3 IA3 Provide transportation assistance to homeless clients, including high school students, to support transport for job search efforts, to shelter, and for medical and social service care. Proposed project provides effective assistance to the above listed populations by making most of the services needed available on site. Please note the project's proximity to the Juneau Youth Services and the fact that the Job Center and DVR is closer to this location than any other locations. Additionally, transportation assistance is provided by the Glory Hall and Southeast Alaska Independent Living. The effort to secure jobs, access shelter, and receive other care is eased by the co-location of services on the proposed site.

<u>Vegetative Cover</u>: As illustrated in the attached site plan, substantial green space and vegetative cover, well over 10%, will be provided through planted setbacks on the two sides and rear. Additionally, a private fenced courtyard for TGH residents and a planted public plaza adjacent to the multi-tenant nonprofit center are planned.

Parking & Traffic Circulation:

Access- Primary access is off Teal street. A shared drive along the proposed future subdivision property line will utilize the setback area from both projects and decrease land impacts through a shared site approach. Utilities, water and sewer, will be connected off Teal street. There will be adequate access and turning radii for emergency vehicles.

Parking- As a campus, 48 total parking spaces are provided. Of these, each building has its own designated loading space and accessible spaces. The accessible spaces will be clearly identified. Per historical program usage, ample space is provided for visitors, staff, and consumer vehicles.

TGH: CBJ's parking requirement for assistive living is 0.4 spaces per resident resulting in 16 spaces. Ten total parking spaces are provided adjacent to the TGH building that includes one accessible and one loading space. Note-TGH has (0) parking spaces at their current location.

UHS: CBJ's parking requirement for offices is 1 space per 300 gross sf. The proposed maximum gross area of the multi-tenant nonprofit center is 12,000sf, with a parking requirement of 40 spaces. Of that 12,000 gross building area, approximately 4000sf is unoccupied lobby, storage, circulation, and mechanical space resulting in 8000sf of business area. Thirty-eight spaces are provided, adjacent to the UHS building, with two accessible and one loading space. Note-Parking impacts for UHS services are minimized as many program services are provided off-site and a large number of consumers utilize taxi and public transportation.

A parking waiver is requested for the project based on the following specific criteria:

- 1. The project is located outside of the PD-1, PD-2, or Downton Parking (Fee in Lieu of Parking) district areas.
- 2. Granting of the waiver is supported by the comprehensive plan: Support Transit oriented development & Create livable mixed-use communities.
- 3. The proposed parking will not result in adverse impacts to property in the neighboring areas nor materially endanger public health, safety, or welfare.
- 4. The parking rationale is supported by 49.40.200.5 Joint Uses- with predominantly daytime parking use associated with the office building and evening parking use for volunteers and overnight patrons utilizing the emergency shelter.

(See attached Parking Waiver Application)

Bus- Consumers of TGH and UHS services, as well as the residents of Smith Hall, St. Vincent de Paul, and Juneau Youth Services frequently utilize the bus for transportation. A Teal Street bus stop is desired for safe and convenient access. This is also consistent with the CBJ Comprehensive Plan supporting Transit orientated development.

<u>Proposed lighting</u>: Item will be submitted with the building permit application. Lighting plan will reflect the need for program and neighborhood safety.

<u>Propose vegetation</u>: The Glory Hall will take advantage of the flat lot and southern exposure to develop a beautiful garden. Furthermore, the applicants will work with Southeast Alaska Watershed Alliance to utilize important indigenous plant species in the landscaping plan. Detail description of plant and garden feature locations will be submitted with the building permit application.

Existing physical features: Noted on site plan.

APPLICATIONS:

- 1. Development permit application
- 2. CUP application
- 3. Parking waiver application
- 4. Project Description/Narrative
- 5. Copy of CBJ Pre-App Meeting Notes

ATTACHMENTS:

- 1. Drawings:
 - A. Site Plan
 - B. Floor Plans
 - C. Elevations
 - D. Recent flood map zone



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

New Emergency Shelter

Case Number: PAC2020 0003

Applicant: Juneau Cooperative Christian Ministry (JCCM) dba The Glory Hall

Property Owner: Juneau Cooperative Christian Ministry (JCCM), dba The Glory Hall

Property Address: Not assigned (Teal Street)

Parcel Code Number: 5B1501060041

Site Size: 52,246.42 square feet, 1.1994 acres

Zoning: General Commercial

Existing Land Use: Vacant

Conference Date: January 22, 2020

Report Issued: 02/05/2020

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.

Title	Email address	
Applicant	Lovishchuk.mariya@gmail.com	
Planning	Irene.Gallion@juneau.org	
Comm. Plan review	John.Young@juneau.org	
General Engineering	Mark.Millay@juneau.org	
Fire Marshall	Dan.Jager@juneau.org	
	Applicant Planning Comm. Plan review General Engineering	

Pre-Application Conference Final Report

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.

The purpose of this Pre-application Conference was to review requirements for development of land on the southwest corner of Teal Street and Alpine Avenue.

Parcel	Area SF	Area Acres	Zoning
5B1501060041	52,246.42	1.1994	General Commercial
5B1501060030	7,660	0.018	Industrial

Site plans were submitted that show use of the entire lot, in addition to the west lot (5B1501060030, zoned Industrial). City records show that JCCM owns both lots. SAIL said they were part owner but there are no records reflecting that as of this record.

The applicant would like to build a new emergency shelter for those experiencing homelessness:

- 40 beds (note the plans submitted with the application have 34 beds)
- Upstairs: 5044 (note the application submitted shows 3928 square feet useable space upstairs this has been revised)
- Downstairs: 5044 square feet
- Total square footage: 10,088 square feet

Site plans were submitted that lot development will eventually include a three-story building with a footprint of approximately 2,300 square feet (43'x43'), or 6,900 of office space. Applicant clarified that initial development will be for the emergency shelter only. The office space development will take more time due to the complexity of coordinating multiple stakeholders.

Other issues for consideration:

- Subdivision.
- Land donation for the southeast corner of the adjoining CBJ lot.
- Vacation of Alpine Avenue.

The emergency shelter is "assisted living" for land permitting purposes. According to the Table of Permissible Uses (49.25.300), assisted living is considered an institutional use (7.200 in the table). In other words, the shelter is not considered a residential use.

Assisted living is a permissible use in General Commercial zoning, but requires a Conditional Use Permit for "major development." The proposed emergency shelter is considered a major development because lot build-out will have over 10,000 square feet of non-residential development.

Applicable definitions:

Assisted living means a facility providing housing and institutional care for people unable to live independently or without assistance. Assisted living includes facilities that provide nursing care services or emergency shelter. Assisted living use that occurs within a single-family dwelling is regulated as a single-family dwelling use.

Dwelling means a building or portion thereof, used exclusively for human habitation.

Pre-Application Conference Final Report

Major development means all development that is not a minor development.

Minor development is defined in 49.25.300(c) (3), and in part (D) clarifies minor development in Commercial districts for non-residential use is a building totaling less than 10,000 square feet.

Planning Division

- Zoning The larger lot is General Commercial, the smaller lot is Industrial. At this time it appears the smaller lot will be used for parking.
- 2. Setbacks All yard setbacks in General Commercial are 10 feet.
- 3. Height -55 feet for permissible uses, 45 feet for accessory uses. The proposed use is a permissible use.
- 4. Access Alpine Avenue
- 5. **Parking & Circulation** The site plan shows a total of 42 parking spaces, including three handicap accessible spaces. Full build-out as proposed would meet the parking requirements for both buildings.

Assisted living facilities are required to have 0.4 parking spots per maximum number of residents (49.40.210). With 40 residents that results in 16 whole parking places. One of those parking spaces must be handicapped accessible. There are seven parking places shown next to the emergency shelter. Phased development could allow for additional parking on the part of the lot that will eventually be developed. JCCM has expressed their interest in a parking waiver.

Offices are required to have one parking spot per 300 square feet of office space. Estimating 6,900 square feet of office space, parking required for the proposed office building would be 23 parking spaces, with one handicap accessible space.

A parking waiver can be requested in accordance with 49.40.210(d) (6), attached.

- 6. Lot Coverage No maximum coverage for General Commercial or Industrial.
- 7. Vegetative Coverage 10% minimum for General Commercial, 5% for Industrial
- 8. Lighting Parking areas should be suitably lit.
- 9. Noise Noise is regulated through 42.20.095, "Disturbing the Peace."
- 10. Flood AE zone: A Special Flood Hazard Area (SFHA) that has a 1% chance of annual flooding where average depths are between 1 and 3 feet. This development will be subject to the requirements of 49.70 Article IV: Flood Hazard Areas (attached). Note that, among the requirements, 49.70.400(d) (5) requires submittal of the proposed and finished lowest floor elevations. 49.70.400(e) (2) (B) clarifies the lowest floor must be above the base flood elevation. Current flood mapping shows the base elevation at 26.23 feet. JCCM asked about use of the new flood maps if you would like to do so, please submit a copy of the map and elevation with your application materials.
- 11. Hazard/Mass Wasting/Avalanche/Hillside Endorsement Not applicable.
- 12. **Wetlands** At the meeting JCCM provided a letter from the Department of the Army, Alaska District, U.S. Army Corps of Engineers, stating that, "...the subject property does not contain waters of the United States (U.S.) under Corps jurisdiction." The letter was dated July 7, 2014, and will need to be updated.
- 13. Habitat The 2013 Comprehensive Plan Update recognizes the city-owned land south of this lot as a Stream Protection Corridor. The boundary of this corridor is along the south edge of this parcel and further south along Alpine Avenue. The purposes of a Stream Protection Corridor is to protect anadromous fish streams and their tributaries from development that could cause pollution, erosion, depletion of groundwater infiltration, or otherwise degrade the stream corridor and its biological

Pre-Application Conference Final Report

functions. The Southeast Alaska Watershed Council is currently doing a water monitoring study that measures pollutants from rainwater and snowmelt road run-off.

14. Plat or Covenant Restrictions – There are two notes on the plat:

SPECIAL FLOOD NOTE

PARTS OF THIS SUBDIVISION ARE LOCATED IN A SPECIAL FLOOD HAZARD AREA PER THE CITY AND BOROUGH OF JUNEAU FLOOD INSURANCE RATE MAP, FLOOD PANEL COMMUNITY NUMBER 0200091527D, AUGUST 19, 2013.

ANADROMOUS STREAM NOTE

JORDAN CREEK IS DETERMINED TO BE AN ANADROMOUS STREAM PER THE CITY AND BOROUGH OF JUNEAU 2013 COMPREHENSIVE PLAN. SPECIAL REGULATIONS MAY APPLY.

- 15. **Traffic** The Planning Commission is required to consider if each phase of development will impact public services. The new Glory Hall is part of a larger development that will eventually include a three-story building with a footprint of approximately 2,300 square feet, or 6,900 of office space.
 - According to the Institute of Transportation Engineer's Trip Generation Manual, an assisted living facility generates 2.66 vehicle trips per bed, or about 106 trips a day. The associated offices can be expected to generate 11.03 trips per 1,000 square feet of office space, or 76 trips a day. Total trips estimated to be generated is 182, which is below the threshold for requiring a Traffic Impact Analysis.
- 16. **Subdivision**—Project proponents have expressed interest in subdividing the property at some point. Note that any structures would have to be 10' from the new lot line. Plan building location appropriately. The applicants may also consider vacation of the lot line between the two parcels.
 - The current recommendation is that one Conditional Use Permit be pursued to cover both the emergency homelessness shelter and the office building. If the lot is subdivided, this Conditional Use Permit would apply to the subdivided lots. Note that, regardless of subdivision status, if the use of the property changes, a new Conditional Use Permit may be required.

Rezoning of the smaller lot is not recommended at this time but could be considered by the applicant. Rezoning applications are accepted in January and July.

- 17. Land donation Land donation is unlikely. The city owns the land for two reasons:
 - a. Jordan Creek requires a 50' development setback, and ownership of this corner assures that buffer.
 - b. The Jordan Creek corridor is part of an airport contract with the FAA to mitigate airfield development. The FAA will not let the airport carve out parts of the land for donation. The FAA can withhold grant funding if the Jordan Creek corridor is not managed as outlined in the contract.
- 18. **Street vacation** CBJ 49.15.404 (attached) outlines the procedure and requirement for right-of-way vacation. Considerations might include:
 - a. Ends of the vacation would require a *cul de sac* for fire response purposes.
 - b. Access for the Saint Vincent's Smith Hall carports could be moved to Airport Boulevard, if the applicant and Saint Vincent's could come to an agreement. According to a Surveyor's Statement of Setback Compliance dated May 11, 1997, and a survey done in December 1997, the carports are 10 feet from the property line. All yard setbacks in General Commercial are 10 feet.
 - c. Vacation of the south part of Alpine Avenue and the northern part of Airport Boulevard <u>might</u> benefit Jordan Creek water quality if pavement was removed from that section and the area

Pre-Application Conference Final Report

rehabilitated. It might be worth talking to the Southeast Alaska Watershed Council on if this strategy is beneficial.

Building Division

- 19. Building Plans- will be addressed during plan review
- 20. Outstanding Permits -

General Engineering/Public Works

- 1. Engineering Will need to review final plans when submitted for application.
 - a. **Easements**: Site plan (plat) shall include all existing (and proposed) easements for drainage, utility lines including plumbing lines, access, snow storage, trash (dumpster) storage, or any other shared use that requires crossing the property line.
- 2. Drainage Submit a drainage plan (being designed by PDC Engineering) indicating how drainage from the proposed subdivision will join an established drainage channel or structures. Easements must be provided on the plat for all established drainage ways or any proposed drainage ways that cross any current or future abutting property lines.
- 3. **Utilities** (water, power, sewer, etc.) Water and sewer as-built(s) have been sent to Bruce. The applicant has been made aware of the water and sewer utilities located within Teal Street and also the 8" water main located within Alpine Street. The site plan needs to include pipe locations, sizing, for both water and sewer and grades for sewer to indicate appropriate fall will be achieved. The following permits will need to be obtained to provide utilities to the newly created lot:
 - a. CBJ right-of-way (ROW) permit- Once the construction plan for the utilities is approved, CBJ will create the ROW permit. The permit will allow the tapping of the water and sewer mains, water and sewer service installation, and road restoration within the right-of-way. Inspection fees, refundable bond amount, and conditions will be determined after review of the proposed construction plan. The extension of the utilities within the property will require further permitting and fee assessments.

Once within the private property the following utility permits are required:

- b. Water Utility permit for the water/fire line to be installed to the new structure. The line sizing is determined by the engineer. The meter is required to be installed prior to any branches in the plumbing line. The meter location and sizing shall be shown on the mechanical plans. See the attached CBJ Standard Detail 420, Meter Installation, for meter clearances and conduit installation requirements for the remote read-out (MIU) installation. The meter installation and conduit installation is the responsibility of the applicant. A water assessment will need to be paid and will be determined after sizing of meter and domestic line are identified.
- c. Sewer Utility permit for the sewer line to be installed to the new structure. The line sizing is determined by the engineer. The mechanical plans shall include a drainage fixture unit (DFU) count. A sewer assessment and inspection fees will need to be paid and will be determined after review of the DFU's and the configuration of the underground sewer line.
- 4. Fire Marshal
- 5. Fire Items/Access No comments will be addressed during building permit Plan review.

Other Applicable Agency Review

Pre-Application Conference Final Report

6. DOT&PF / Alcohol Beverage Control Board / Army Corps / DEC (wastewater) / DNR / USF&W / F&G / FAA / Corrections...

7.

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: This application should accompany any land use action applied for.
- 2. Conditional Use Permit: This permit is required for the emergency homeless shelter and support infrastructure. If approved, additional building permits would be required.
- 3. Parking Waiver Application: This application will be required if JCCM requests the Planning Commission waive parking requirements.
- 4. Grading Permit Application:
- 5. Street Vacation Application: This application is required if the Glory Hall would like the city to vacate Aspen Avenue and parts of Airport Boulevard.
- 6. Sign Permit Application: This will be required for eventual signage.

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. (Add any necessary supporting documents required in the application forms OR that may be useful supporting information)

Exceptions to Submittal Requirements

Submittal requirements 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. (Add any items required with the forms that are not applicable to the Conditional Use application)
- 2.

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. Conditional Use Permit: Class III permit \$750
 - a. A Conditional Use Permit will include a requirement to post a public notice sign provided by the Community Development Department, advising neighbors of the opportunity to comment on the project. The sign is \$50 with a \$100 refundable deposit.
- 2. Parking Waiver Application: \$400, this is reduced 20% if submitted with the Conditional Use Permit.
- 3. Street Vacation Application: \$500.00

Pre-Application Conference Final Report

- 4. Grading Permit Application:
- 5. Sign Permit Application: \$50 for the first two signs, \$20 for each additional sign.
- 6. Subdivision Permit:
 - a. A subdivision will include a requirement to post a public notice sign provided by the Community Development Department, advising neighbors of the opportunity to comment on the project. The sign is \$50 with a \$100 refundable deposit.
- 7. Zone change: \$600.00
- 8. Water Utility Permit (work within private property):
 - a. Water assessment fee based on the domestic line size and will be determined during plan review. Covers the cost of permit issuance, issuance of meter, and MIU installation.
 - b. \$750.00 Fire Line. Covers the cost of inspection and testing.
- 9. Sewer Utility Permit (work within private property):
 - a. Based on DFU and will be determined at time of plan review.
 - b. \$60.00 per inspection or trip, will be determined at time of construction plan review.
- 10. ROW Permit (work within the ROW):
 - a. \$10 permit fee
 - b. Inspection fees \$60 per inspection trip or hour, will be determined at time of plan review
 - c. Refundable bond will be determined at time of plan review. Can be paid in the form of cash, check, surety, or conveyance.
 - d. Bond fee dependent on type of bond payment.

For informational handouts with submittal requirements for development applications, please visit our website at www.juneau.org/cdd.

Submit your Completed Application

You must submit your application(s) 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

Fax:

(907) 586-4529

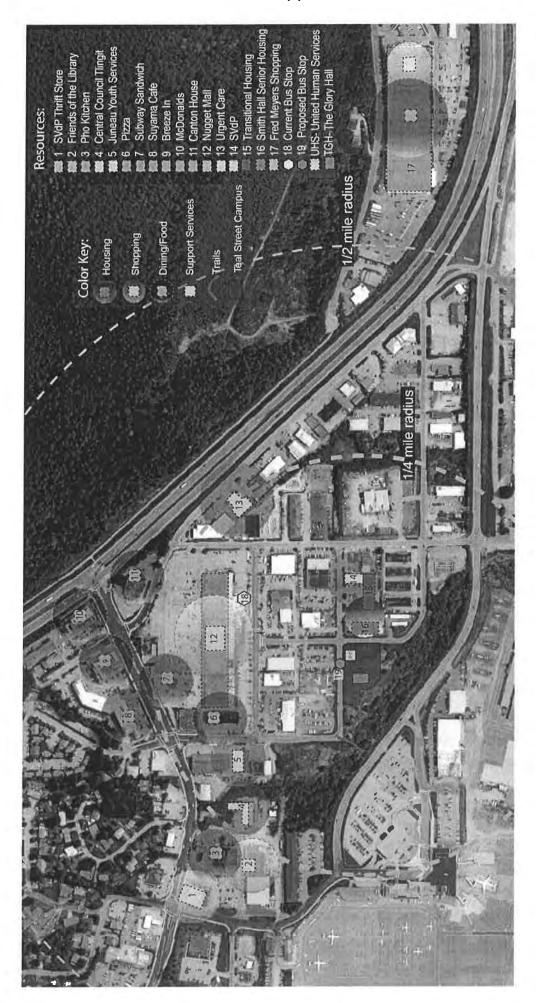
Web:

www.juneau.org/cdd

ATTACHMENTS:

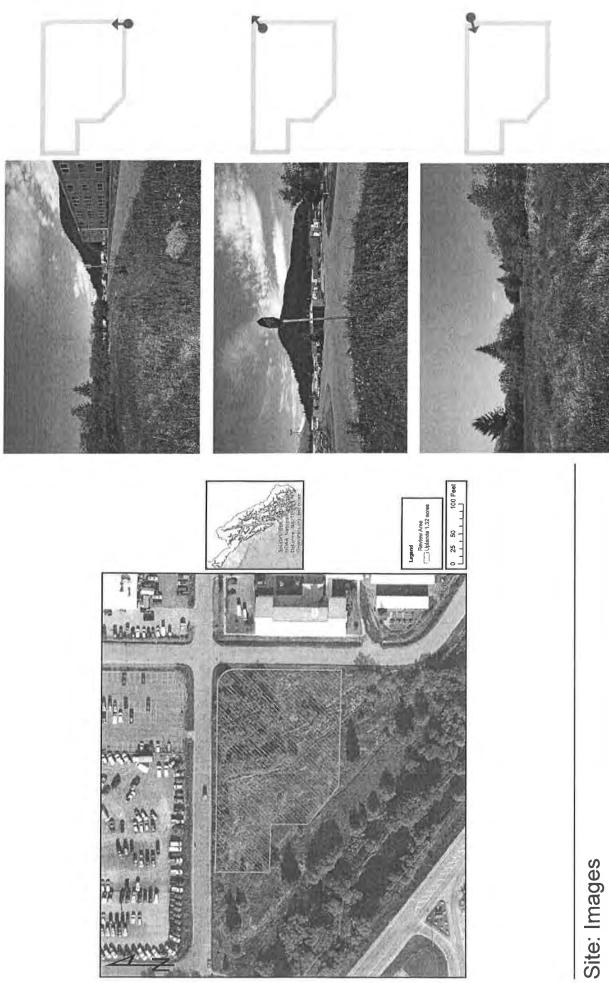
49.70 Article IV: Flood Hazard Areas.

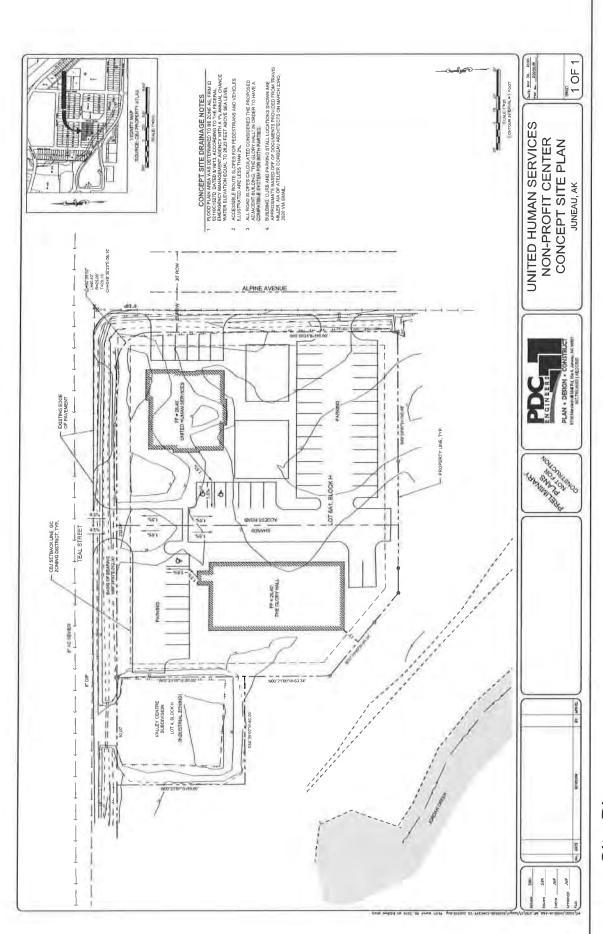
49.40.210(d) (6): Minimum space and dimensional standards for parking and off-street loading.



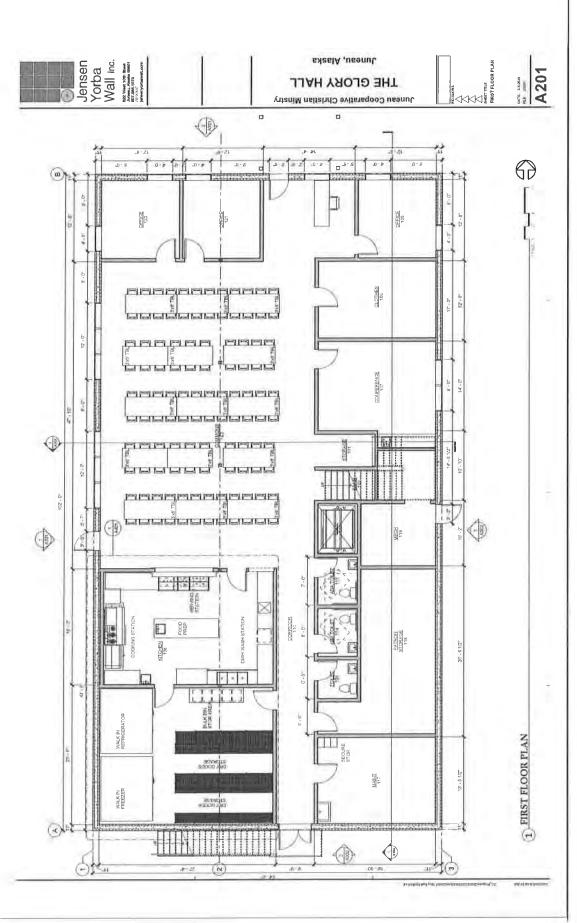


Site: Neighborhood Support Services

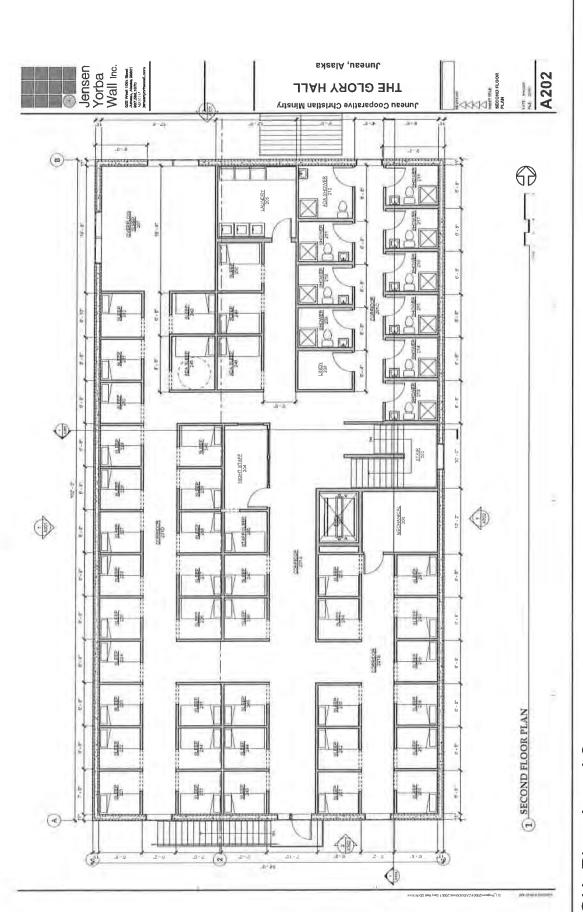




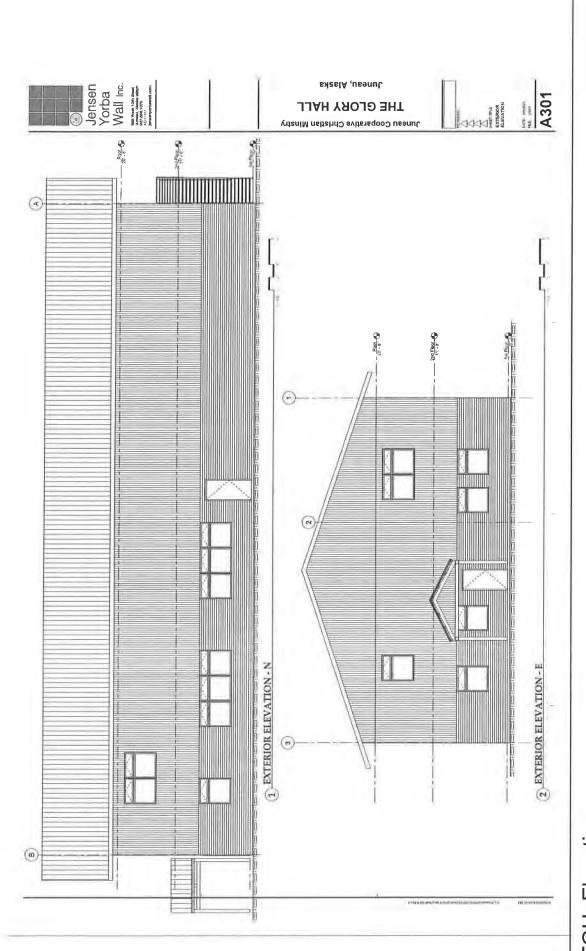
Campus Site Plan



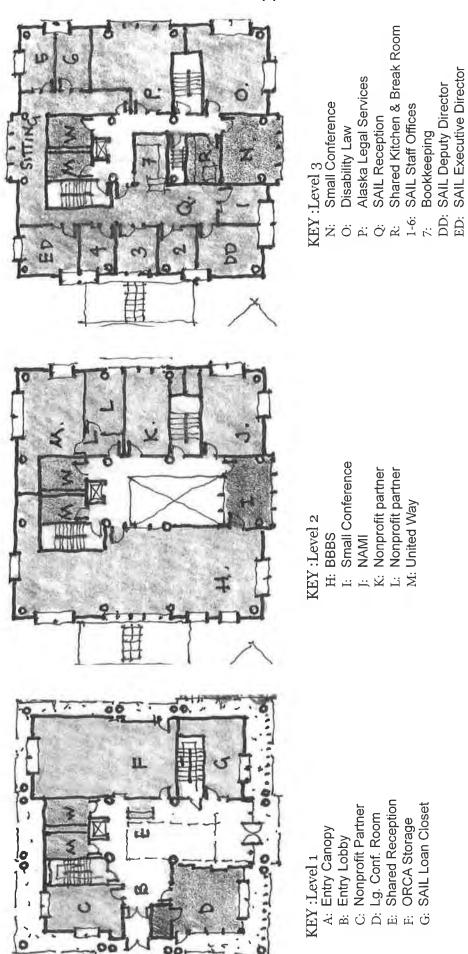
TGH: Plan, Level 1

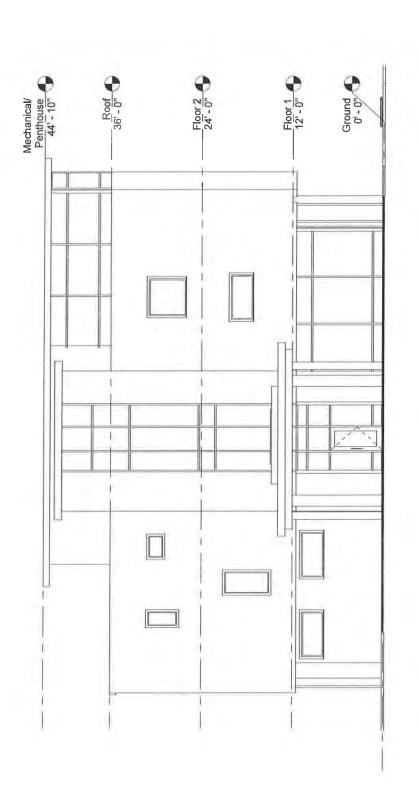


TGH: Plan, Level 2



TGH: Elevation

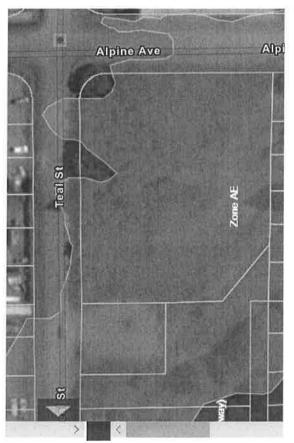


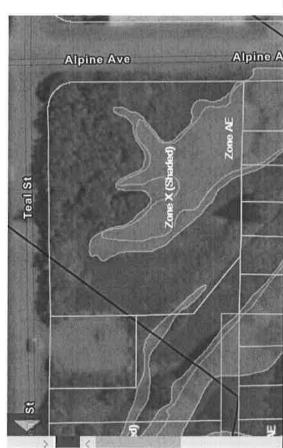


UHS: Elevation

FEMA Proposed Flood Map Zone

FEMA Existing Flood Map Zone





Flood Map Zone

Irene Gallion

From: Ed Mercer

Sent: Tuesday, May 5, 2020 11:14 AM

To: Irene Gallion; Autumn Sapp; Charlie Ford; Dan Jager; Patty Wahto; Dan Bleidorn; Scott

Ciambor; Jesse Perry; Ed Foster

Cc: David Campbell

Subject: RE: Review request: Conditional Use Permit for Emergency Shelter move and services

center

Hi Irene,

JPD does not have any issues with this permit.

Thanks

From: Irene Gallion

Sent: Tuesday, May 05, 2020 10:43 AM

To: Autumn Sapp; Charlie Ford; Dan Jager; Patty Wahto; Dan Bleidorn; Ed Mercer; Scott Ciambor; Jesse Perry; Ed Foster

Cc: Irene Gallion

Subject: Review request: Conditional Use Permit for Emergency Shelter move and services center

Hello all,

Attached is the Conditional Use application for a new emergency housing shelter and consolidated social services center at 8617 Teal Street (across Aspen from the current Saint Vincent de Paul Smith Hall). Please review the application and provide any feedback on the attached Agency Comments Form.

If you'll be unable to provide feedback by May 20, 2020 please let me know and we can make other arrangements.

A parking waiver request is also included in this project. The shelter is anticipated to provide 40 beds, with total square footage of about 10 thousand square feet. The shared office facility would be a multi-story building with approximately 6,900 of office space.

Patty, I've included the Airport on this because the larger lot in question backs onto CBJ land that I think the airport may have some interest in due to mitigation requirements from the airport development EIS.

Ed Foster, I've included you on this in case there are any concerns for Capital Transit, and also for situational awareness.

Thank you for your time!

Irene M. Gallion City and Borough of Juneau Senior Planner (907) 586-0753

Irene Gallion

From: Scott Ciambor

Sent: Thursday, May 7, 2020 9:25 AM

To: Ed Mercer; Irene Gallion; Autumn Sapp; Charlie Ford; Dan Jager; Patty Wahto; Dan

Bleidorn; Jesse Perry; Ed Foster

Cc: David Campbell

Subject: RE: Review request: Conditional Use Permit for Emergency Shelter move and services

center

Hi Irene - No problems with the permit on this end. Thanks, scott

Scott Ciambor | /SKAHT CHAM-bor/ Chief Housing Officer | ph 907.586.0220 155 S. Seward Street | Juneau, Alaska 99801 Scott.Ciambor@Juneau.org



From: Ed Mercer <EDMercer@juneaupolice.com>

Sent: Tuesday, May 05, 2020 11:14 AM

To: Irene Gallion < Irene.Gallion@juneau.org>; Autumn Sapp < Autumn.Sapp@juneau.org>; Charlie Ford

<Charlie.Ford@juneau.org>; Dan Jager <Dan.Jager@juneau.org>; Patty Wahto <Patty.Wahto@jnuairport.com>; Dan

Bleidorn <Dan.Bleidorn@juneau.org>; Scott Ciambor <Scott.Ciambor@juneau.org>; Jesse Perry

<Jesse.Perry@juneau.org>; Ed Foster <Ed.Foster@juneau.org>

Cc: David Campbell < DSCampbell@juneaupolice.com>

Subject: RE: Review request: Conditional Use Permit for Emergency Shelter move and services center

Hi Irene,

JPD does not have any issues with this permit.

Thanks

From: Irene Gallion

Sent: Tuesday, May 05, 2020 10:43 AM

To: Autumn Sapp; Charlie Ford; Dan Jager; Patty Wahto; Dan Bleidorn; Ed Mercer; Scott Ciambor; Jesse Perry; Ed Foster

Cc: Irene Gallion

Subject: Review request: Conditional Use Permit for Emergency Shelter move and services center

Hello all,

Attached is the Conditional Use application for a new emergency housing shelter and consolidated social services center at 8617 Teal Street (across Aspen from the current Saint Vincent de Paul Smith Hall). Please review the application and provide any feedback on the attached Agency Comments Form.

If you'll be unable to provide feedback by May 20, 2020 please let me know and we can make other arrangements.

A parking waiver request is also included in this project. The shelter is anticipated to provide 40 beds, with total square footage of about 10 thousand square feet. The shared office facility would be a multi-story building with approximately 6,900 of office space.

Patty, I've included the Airport on this because the larger lot in question backs onto CBJ land that I think the airport may have some interest in due to mitigation requirements from the airport development EIS.

Ed Foster, I've included you on this in case there are any concerns for Capital Transit, and also for situational awareness.

Thank you for your time!

Irene M. Gallion City and Borough of Juneau Senior Planner (907) 586-0753

Irene Gallion

From: Charlie Ford

Sent: Thursday, May 7, 2020 9:28 AM

To: Scott Ciambor; Ed Mercer; Irene Gallion; Autumn Sapp; Dan Jager; Patty Wahto; Dan

Bleidorn; Jesse Perry; Ed Foster

Cc: David Campbell

Subject: RE: Review request: Conditional Use Permit for Emergency Shelter move and services

center

Irene,

Buildings has no issues with this project.

Charlie Ford | Building Official

<u>Community Development Department</u> | City & Borough of Juneau, AK

Location: 230 S. Franklin Street, 4th Floor Marine View Building

Office: 907.586.0767



From: Scott Ciambor < Scott. Ciambor@juneau.org>

Sent: Thursday, May 7, 2020 9:25 AM

To: Ed Mercer <EDMercer@juneaupolice.com>; Irene Gallion <Irene.Gallion@juneau.org>; Autumn Sapp

<a href="mailto:-Autumn.Sapp@juneau.org; Charlie Ford Charlie.Ford@juneau.org; Dan Jager Dan Jager DanJager <a href="mail

Wahto <Patty.Wahto@inuairport.com>; Dan Bleidorn <Dan.Bleidorn@juneau.org>; Jesse Perry

<Jesse.Perry@juneau.org>; Ed Foster <Ed.Foster@juneau.org>

Cc: David Campbell < DSCampbell@juneaupolice.com>

Subject: RE: Review request: Conditional Use Permit for Emergency Shelter move and services center

Hi Irene – No problems with the permit on this end. Thanks, scott

Scott Ciambor | /SKAHT CHAM-bor/ Chief Housing Officer | ph 907.586.0220 155 S. Seward Street | Juneau, Alaska 99801 Scott.Ciambor@Juneau.org



From: Ed Mercer <EDMercer@juneaupolice.com>

Sent: Tuesday, May 05, 2020 11:14 AM

To: Irene Gallion lrene.Gallion@juneau.org; Autumn Sapp Autumn.Sapp@juneau.org; Charlie Ford

<<u>Charlie.Ford@juneau.org</u>>; Dan Jager <<u>Dan.Jager@juneau.org</u>>; Patty Wahto <<u>Patty.Wahto@jnuairport.com</u>>; Dan

Bleidorn < <u>Dan.Bleidorn@juneau.org</u>>; Scott Ciambor < <u>Scott.Ciambor@juneau.org</u>>; Jesse Perry

<Jesse.Perry@juneau.org>; Ed Foster <Ed.Foster@juneau.org>

Cc: David Campbell < DSCampbell@juneaupolice.com>

Subject: RE: Review request: Conditional Use Permit for Emergency Shelter move and services center

Hi Irene,

JPD does not have any issues with this permit.

Thanks

From: Irene Gallion

Sent: Tuesday, May 05, 2020 10:43 AM

To: Autumn Sapp; Charlie Ford; Dan Jager; Patty Wahto; Dan Bleidorn; Ed Mercer; Scott Ciambor; Jesse Perry; Ed Foster

Cc: Irene Gallion

Subject: Review request: Conditional Use Permit for Emergency Shelter move and services center

Hello all,

Attached is the Conditional Use application for a new emergency housing shelter and consolidated social services center at 8617 Teal Street (across Aspen from the current Saint Vincent de Paul Smith Hall). Please review the application and provide any feedback on the attached Agency Comments Form.

If you'll be unable to provide feedback by May 20, 2020 please let me know and we can make other arrangements.

A parking waiver request is also included in this project. The shelter is anticipated to provide 40 beds, with total square footage of about 10 thousand square feet. The shared office facility would be a multi-story building with approximately 6,900 of office space.

Patty, I've included the Airport on this because the larger lot in question backs onto CBJ land that I think the airport may have some interest in due to mitigation requirements from the airport development EIS.

Ed Foster, I've included you on this in case there are any concerns for Capital Transit, and also for situational awareness.

Thank you for your time!

Irene M. Gallion City and Borough of Juneau Senior Planner (907) 586-0753



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

COMMUNITY DEVELOPMENT DEPARTMENT - REQUEST FOR AGENCY COMMENT

DEPARTMENT: FIRE

STAFF PERSON/TITLE: Daniel Jager, Fire Marshal

DATE: May 7, 2020

APPLICANT: Southeast Alaska Independent Living (SAIL) and the Glory Hall

TYPE OF APPLICATION: Conditional Use Permit USE20-03, Parking waiver PWP20-02

PROJECT DESCRIPTION:

TGH will construct a shelter, care center and meal distribution facility. United Human Services (SAIL) will construct a shared facility (multi-tenant nonprofit center) for social service non-profit agencies providing onsite campus-based services as well as comprehensive services for the broader Juneau community.

LEGAL DESCRIPTION: VALLEY CENTRE GREENBELT BL H L, VALLEY CENTRE BL H LT 4

PARCEL NUMBER(S): 5B1501060041, 5B1501060030

PHYSICAL ADDRESS: 8617 Teal Street

SPECIFIC QUESTIONS FROM PLANNER:

AGENCY COMMENTS:

No fire department or fire code issues at this time.

AGENCY COMMENTS (CONTINUED):



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

COMMUNITY DEVELOPMENT DEPARTMENT - REQUEST FOR AGENCY COMMENT

DEPARTMENT: PW/Eng, Capital Transit, Street Maintenance

STAFF PERSON/TITLE: Ed Foster, Operations Superintendent II

DATE: 05/07/2020

APPLICANT: Southeast Alaska Independent Living (SAIL) and the Glory Hall

TYPE OF APPLICATION: Conditional Use Permit USE20-03, Parking waiver PWP20-02

PROJECT DESCRIPTION:

TGH will construct a shelter, care center and meal distribution facility. United Human Services (SAIL) will construct a shared facility (multi-tenant nonprofit center) for social service non-profit agencies providing onsite campus-based services as well as comprehensive services for the broader Juneau community.

LEGAL DESCRIPTION: VALLEY CENTRE GREENBELT BL H L, VALLEY CENTRE BL H LT 4

PARCEL NUMBER(S): 5B1501060041, 5B1501060030

PHYSICAL ADDRESS: 8617 Teal Street

SPECIFIC QUESTIONS FROM PLANNER:

AGENCY COMMENTS:

We have no comments or issues with this project at this time. A Capital Transit bus stop will be within a block of these facilities.

AGENCY COMMENTS (CONTINUED):

Irene Gallion

From: Autumn Sapp

Sent: Wednesday, May 20, 2020 9:05 AM

To: Irene Gallion

Subject: RE: Review request: Conditional Use Permit for Emergency Shelter move and services

center

Good morning,

Engineering has reviewed the application and plan you submitted. As it stands now we have no additional comments beyond what Mark put in the preapp report.

If they do decide to move forward with the Alpine Ave vacation at that point there will be a list of conditions and requirements from Engineering for this to happen. But as it stands now that was not addressed in the application.

Thank you,

Autumn Sapp City and Borough of Juneau Engineering & Public Works Business Manager 907-586-0917

From: Irene Gallion < Irene. Gallion@juneau.org>

Sent: Tuesday, May 5, 2020 10:43 AM

To: Autumn Sapp <Autumn.Sapp@juneau.org>; Charlie Ford <Charlie.Ford@juneau.org>; Dan Jager

<Dan.Jager@juneau.org>; Patty Wahto <Patty.Wahto@jnuairport.com>; Dan Bleidorn <Dan.Bleidorn@juneau.org>; Ed

Mercer <EDMercer@juneaupolice.com>; Scott Ciambor <Scott.Ciambor@juneau.org>; Jesse Perry

<Jesse.Perry@juneau.org>; Ed Foster <Ed.Foster@juneau.org>

Cc: Irene Gallion < Irene. Gallion@juneau.org>

Subject: Review request: Conditional Use Permit for Emergency Shelter move and services center

Hello all,

Attached is the Conditional Use application for a new emergency housing shelter and consolidated social services center at 8617 Teal Street (across Aspen from the current Saint Vincent de Paul Smith Hall). Please review the application and provide any feedback on the attached Agency Comments Form.

If you'll be unable to provide feedback by May 20, 2020 please let me know and we can make other arrangements.

A parking waiver request is also included in this project. The shelter is anticipated to provide 40 beds, with total square footage of about 10 thousand square feet. The shared office facility would be a multi-story building with approximately 6,900 of office space.

Patty, I've included the Airport on this because the larger lot in question backs onto CBJ land that I think the airport may have some interest in due to mitigation requirements from the airport development EIS.

Ed Foster, I've included you on this in case there are any concerns for Capital Transit, and also for situational awareness.

Thank you for your time!

Irene M. Gallion City and Borough of Juneau Senior Planner (907) 586-0753



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

COMMUNITY DEVELOPMENT DEPARTMENT - REQUEST FOR AGENCY COMMENT

DEPARTMENT: Southeast Alaska Watershed Coalition

STAFF PERSON/TITLE: John Hudson/Restoration Biologist

DATE: 5/25/2020

APPLICANT: Southeast Alaska Independent Living (SAIL) and the Glory Hall

TYPE OF APPLICATION: Conditional Use Permit USE20-03, Parking waiver PWP20-02

PROJECT DESCRIPTION:

TGH will construct a shelter, care center and meal distribution facility. United Human Services (SAIL) will construct a shared facility (multi-tenant nonprofit center) for social service non-profit agencies providing onsite campus-based services as well as comprehensive services for the broader Juneau community.

LEGAL DESCRIPTION: VALLEY CENTRE GREENBELT BL H L, VALLEY CENTRE BL H LT 4

PARCEL NUMBER(S): 5B1501060041, 5B1501060030

PHYSICAL ADDRESS: 8617 Teal Street

SPECIFIC QUESTIONS FROM PLANNER:

AGENCY COMMENTS:

Thank you for the opportunity to comment on this conditional use permit. Background:

The proposed project is in the lower Jordan Creek watershed. Jordan Creek supports several species of salmon as well as Dolly Varden char and coastal cutthroat trout. The state of Alaska has designated Jordan Creek a 303(d) impaired water body because the stream fails to meet certain state water quality standards. Water and habitat quality are lowest in the lower watershed (between Egan And Yandukin Drives), which is nearly entirely developed and mostly covered by impervious surfaces like rooftops, roads, and parking lots. Stormwater runoff from these types of surfaces typically contains a variety of pollutants, including heavy metals, fecal coliform bacteria, nutrients, petroleum hydrocarbons and tire wear residues. Stormwater runoff transports these pollutants to the stream reducing water quality and harming aquatic life, including fishes. Jordan Creek transports this runoff downstream to the Mendenhall Wetlands, a globally important bird area and productive estuary.

The Southeast Alaska Watershed Coalition (SAWC) is currently monitoring water quality in the lower Jordan Creek watershed and developing a watershed action plan. Water quality monitoring will provide information on the quality and quantity of pollutants in the stream. We are also mapping land use and stormwater infrastructure to

AGENCY COMMENTS (CONTINUED):

understand the origin and fate of stormwater runoff, and we are working with landowners to identify opportunities to improve streamside habitat and runoff quality. Our water quality data and stormwater maps will help us identify site-specific stormwater best management practices (BMPs, i.e., infrastructure designed to managed stormwater runoff) to treat and infiltrate runoff to the greatest extent possible. The action plan will function as a guide for removing the stream's impaired water body status.

New developments and redevelopments offer an opportunity to improve stormwater management in the lower Jordan Creek watershed. Currently, only a small percentage of runoff in the watershed flows through a stormwater BMP. Of the small number of existing BMPs that are not oil and water separators (e.g., infiltration basins, detention ponds, swales), many appear to be undersized for the contributing area. Oil and water separators, a BMP commonly permitted for new developments, are not effective at removing water soluble pollutants or pollutants adsorbed to fine sediments, and do not provide flow control (i.e. reduce runoff quantity) to prevent flooding and erosion in the receiving water body. Recommendations:

The proposed project will be constructed on land that currently does not produce stormwater runoff. To prevent stormwater runoff from the proposed buildings and parking lots from entering Jordan Creek directly, the project should include stormwater BMPs that infiltrate and treat all stormwater runoff generated on the site by:

- 1. conveying all rooftop runoff to the native soil and groundwater table by way of rain gardens, infiltration trenches or similar, and
- 2. conveying all parking lot runoff into bioretention BMPs that infiltrate and treat runoff before the runoff enters the native soil and groundwater table.

We have met onsite with the director of the Glory Hall and relayed these recommendations to them as well. We encourage CBJ planners and engineers to consult the Stormwater Management Manual for Western Washington. The manual is an excellent up-to-date resource for identifying, designing, and constructing stormwater BMPs that eliminate or reduce the impacts of urban stormwater runoff on receiving water bodies.



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

COMMUNITY DEVELOPMENT DEPARTMENT - REQUEST FOR AGENCY COMMENT

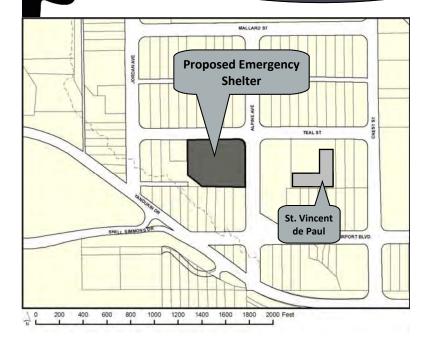
DEPARTMENT:
STAFF PERSON/TITLE:
DATE:
APPLICANT:
TYPE OF APPLICATION:
PROJECT DESCRIPTION:
LEGAL DESCRIPTION:
PARCEL NUMBER(S):
PHYSICAL ADDRESS:
SPECIFIC QUESTIONS FROM PLANNER:
AGENCY COMMENTS:

AGENCY COMMENTS (CONTINUED):

Please Join a Virtual Meeting

About an Emergency Shelter in Your Neighborhood

Your Community, Your Voice





155 S. Seward Street Juneau, Alaska 99801

TO:

The Community Development Department is hosting a public meeting regarding a proposed emergency homelessness shelter and social services office building. The location is on the southwest corner of Teal Street and Alpine Avenue. Your questions and comments are welcome.



NEIGHBORHOOD MEETING Tuesday, June 2, 2020, 6:00 P.M. Virtual Meeting Only

This virtual meeting will be by video and telephonic participation only. To join the webinar, use this URL information: https://juneau.zoom.us/j/92744554562 or enter Webinar ID: 927 4455 4562 in your Zoom app. To participate telephonically, call: 1-346-248-7799 or 1-669-900-6833 or 1-253-215-8782 or 1-312-626-6799 or 1-929-436-2866 or 1-301-715-8592 and enter Webinar ID: 927 4455 4562. If you are not able to attend this meeting but have questions or comments, please contact Irene Gallion, CDD Senior Planner, at (907) 586-0753 or irene.gallion@juneau.org.

This project is scheduled for review by the Planning Commission on July 14, 2020. All property owners within 500 feet of the proposed development will receive a separate notice with details on how and where to submit comments or testify before the Commission.

Case No.: USE2020 0008; PWP2020 0002

Parcel No.: 5B1501060041

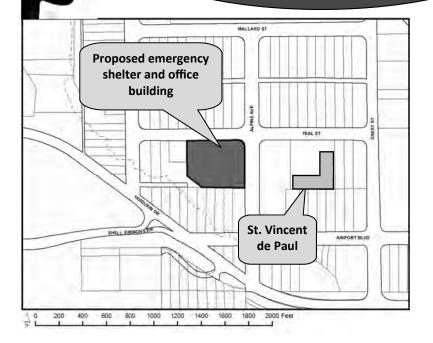
CBJ Parcel Viewer: http://epv.juneau.org

Attachment C - Neighborhood Meeting Public Notice

Invitation to Comment

On a proposal to be heard by the CBJ Planning Commission

Your Community, Your Voice





155 S. Seward Street Juneau, Alaska 99801

TO:

An application has been submitted for consideration and public hearing by the Planning Commission for a Conditional Use Permit for an emergency shelter and social services office building. A parking waiver is requested to reduced required parking from 51 spaces to 42 spaces. The project is located west of 8617 Teal Street in a General Commercial Zone.

TIMELINE

Staff Report expected to be posted Monday, July 6, 2020 at https://beta.juneau.org/assembly/assembly-minutes-and-agendas Find hearing results, meeting minutes and more here as well.

Now through June 22

June 23 — noon, July 10

HEARING DATE & TIME: 7:00 pm, July 14, 2020

July 15

Comments received during this period will be sent to the Planner, Irene Gallion, to be included as an attachment in the staff report.

Comments received during this period will be sent directly to Commissioners to read over the weekend in preparation for the hearing.

This virtual meeting will be by video and telephonic participation only. To join the webinar, visit: http://juneau.zoom.us/j/99680142625. The Webinar ID is: 996 8014 2625. To join by telephone, call: +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782 or +1 312 626 6799 or +1 929 436 2866 or +1 301 715 8592 and enter the Webinar ID.

The results of the hearing will be posted online.

Phone: (907)586-0715 ◆ Email: pc_comments@juneau.org
Mail: Community Development, 155 S. Seward St, Juneau AK 99801

Printed June 8, 2020 Attachment D -

Case No.: USE2020 0008/PWP2020 0002

Parcel No.: 5B1501060041

CBJ Parcel Viewer: http://epv.juneau.org

Planning Commission abutters notice (original and revised)

Irene Gallion

From: Irene Gallion

Sent: Friday, May 15, 2020 8:04 AM

To: Irene Gallion

Subject: USE20-08: Public Comment

I received a message from Ralph Nelson on May 14, 2020, at 1506.

He stated that he lives at Saint Vincent de Paul, right across the street from where the new homeless shelter would be. He asked that I recognize his support, as he would not be able to attend the meetings. "In favor, no problem, real good idea."

Irene M. Gallion City and Borough of Juneau Senior Planner (907) 586-0753

Irene Gallion

From: Gillman <mkgillman@gmail.com>
Sent: Wednesday, June 3, 2020 12:23 PM

To: Irene Gallion

Subject: Public Comment Conditional Use Permit USE2020 0008

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Good morning:

My name is Matthew Gillman. I have lived at 2315 Meadow Lane for the last four years and would like to offer my comments on the CUP for the emergency shelter.

I support offering the permit to operate the emergency shelter as proposed by the Glory Hole and SAIL. I do not have any personal insight into the existing Glory Hole shelter, but I have a family member that benefits directly from SAIL outreach and programs. I have no question in my mind that any operation that they are involved with will be done with utmost attention to detail and focus on the respect and dignity for the people who need to use their services.

I have been troubled by some of the comments that I have seen posted on social media with people talking about "demographic change" or being certain that a wave of criminal activity will follow the opening of the shelter. I frequently use the trails in the Mendenhall Valley and anyone that thinks there isn't already a sizeable population of people without permanent homes out here is completely wrong. I would much prefer to have an established place for people to seek out a safe place to sleep that will also provide access to social services.

I hope that the Conditional Use Permit is approved and the project is allowed to advance.

Thank you for your time.

-Matthew

Irene Gallion

From: Tammy Jablonski <tjablonski@ccthita-nsn.gov>

Sent: Thursday, June 4, 2020 6:13 PM

To: Irene Gallion
Subject: Glory Hall LOS

Attachments: Glory Hall LOS (003).pdf

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Hello Irene,

Here is the LOS letter from President Peterson at CCTHITA for the Glory Hall project.

Thank you,

Tammy Jablonski





Office of the President • Edward K. Thomas Building 9097 Glacier Highway • Juneau, Alaska 99801

June 2, 2020

City and Borough of Juneau Permit Center 230 S Franklin Street Juneau, AK 99801

RE: Support for The Glory Hall Emergency Shelter and Non-Profit Service Center Permit

To Whom it May Concern:

Many who live and work in the Juneau Borough understand the important service the Glory Hall has provided to those in need. It is also understood that the need for these services have risen dramatically over the years and is likely to increase further as a result of the economic impact Covid-19 has had on the economy. The current Glory Hall has limited space and storage. Building a new shelter, along with a non-profit service center, would greatly enhance resources for Juneau's population experiencing homelessness.

Central Council Tlingit & Haida Indian Tribes of Alaska (Tlingit & Haida) understands that 35%-45% of the people utilizing the Glory Hall are Alaska Native. The Glory Hall has provided emergency shelter for many of our tribal citizens, as well access to healthy meals. In addition, there is an undeniable link between homelessness, substance use disorders and incarceration. This is of great concern to the tribe, as we are committed to addressing high recidivism rates and promoting recovery from addiction, in our Reentry & Recovery department.

A new building and location for the Glory Hall and service center will enable providers to create more effective programming. As a neighbor to the proposed project, Tlingit & Haida's sees this development as an improvement to the community and a way to further support and lift people up, which remains one of our most important traditional values.

For these reasons, as well as the right for all people to have access to safe housing, Tlingit & Haida supports the Glory Hall's proposed new emergency shelter and non-profit service center and appreciates their willingness to address this vital community need.

Gunalchéesh, Háw'aa,

Richard J. Peterson

President

Irene Gallion

From: Heather Parker <hparker@alsc-law.org>
Sent: Wednesday, June 10, 2020 4:49 PM
To: PC Comments; Irene Gallion

Cc: Joan O'Keefe; lovishchuk.mariya@gmail.com

Subject: Re: Letter of Support, UHS / Glory Hall Campus Concept

Attachments: UHS Letter of Support, ALSC, 6.10.2020.pdf

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

To Whom it May Concern:

Please find a letter of support from Alaska Legal Services for the UHS / Glory Hall Campus Concept.

Please include this for consideration for the upcoming Juneau Planning Commission meeting on July 14, 2020.

I believe proposal relates to these permits:

USE 2020-08 PWP 2020-02

Thank you very much for your time and assistance.

Respectfully, Heather Parker

--

Heather Parker Juneau Supervising Attorney Alaska Legal Services Jordan Creek Center 8800 Glacier Highway, Suite 228 Juneau, AK 99801

Phone: (907) 586-6425



In response to COVID-19 recommendations, ALSC staff are working but our physical office space is not open to the public. We are responding to email and voicemail. Although we are not accepting walk-in appointments, we can still help. Please call us! To apply for services, call our statewide toll free intake line at 1-888-478-2572. If you are a current client, please call 907-586-6425 or contact your ALSC attorney or staff contact directly.

8800 GLACIER HIGHWAY, SUITE 228 JUNEAU, ALASKA 99801-1096

TELEPHONE (907) 586-6425

FAX (907) 586-2449

www.alsc-law.org

LSC America's Partner for Equal Justice

ALASKA LEGAL SERVICES CORPORATION JUNEAU OFFICE

JUNEAU OFFICE

June 10, 2020

Juneau Planning Commission Attn: Irene M. Gallion City and Borough of Juneau Senior Planner

Emailed to Irene. Gallion@juneau.org

To Whom it May Concern:

We at Alaska Legal Services Corporation are writing to indicate our support for the proposed United Human Services and Glory Hall campus. We believe a multi-tenant, non-profit social service hub and campus will be of enormous benefit to the Juneau community at large, and have requested to be a tenant in this project. As we provide free legal services to low-income clients and elderly residents, with a priority for serving the most vulnerable populations in the community, we believe that our participation in this unique, wrap-around facility in Juneau would help us best meet the needs of our client population.

For over 50 years, Alaska Legal Services has offered legal aid to assist clients who are facing critical civil legal issues ranging from consumer law, family law, housing problems, public benefits, health care, and other areas specific to veterans or the elderly. In our office and throughout the state, we focus on serving vulnerable populations, including survivors of domestic violence, and those at risk of losing housing, health care, or family stability.

Coupling housing and shelter supports with strategic services is compelling and fills a significant need for the Juneau community and for our client population. We believe our clients and others will benefit from the opportunity to obtain comprehensive services. We believe there will be a collective benefit to social service agencies and providers, as well: we think this hub will create an environment that not only strengthens inter-agency relationships and organizational networks, but also maximizes efficiency.

We have attended informational meetings regarding the proposed center, and have informed UHS staff regarding our interest in leasing space in this center. We are excited about the concept of the multi-tenant, non-profit social service hub at the Teal Street campus. Please accept this letter of support as indication of our enthusiasm in the project. We strongly believe that this project will be of benefit to the Juneau community at large.

Sincerely,

Nikole Nelson Executive Director

hely selp

Heather Parker

Southeast Supervising Attorney

ALSC BOARD OF DIRECTORS

RESOLUTION 19-04

December 7, 2019

A resolution of Alaska Legal Services Corporation supporting a prospective lease of Juneau office space from United Human Services of Southeast Alaska, Inc.

WHEREAS, the Juneau office of ALSC will be at the end of its five year lease with Jordan Creek Center in October 2020 and will be considering lease options at that time; and

WHEREAS, United Human Services of Southeast Alaska, Inc. (UHS) is a non-profit agency organized in 2009 to develop a multi-tenant nonprofit center in Juneau; and

WHEREAS, UHS was created under the guidance of the Rasmuson Foundation, the Denali Commission, and the Alaska Mental Health Trust Authority in response to a 2008 McDowell Group study finding a need for the center, and identifying significant benefits such as offering "one-stop shopping" for people in need of social services, delivering fiscal benefits through economies of scale, and creating an environment that encourages innovation and strengthens inter-agency relationships and organizational networks; and

WHEREAS, UHS is seeking to establish non-profit tenant rent at \$2 per square foot or less, and the Juneau office rent in 2020 will be \$2.20 per square foot; and

WHEREAS, UHS is in the process of purchasing land to construct a new building now, and estimates construction to take place in 2022; and

WHEREAS, UHS is seeking tenant commitments now to ensure the viability of this project, and to design the new building in accordance with tenant needs; and

WHEREAS, after education about the center and attendance at informational meetings, the staff of ALSC's Juneau office supports inclusion of ALSC in the new multi-tenant nonprofit center for the convenience of our clients and coordination with partner agencies including SAIL, Inc., United Way of Southeast Alaska, and potentially the Disability Law Center of Alaska.

NOW, THEREFORE BE IT RESOLVED: That the Board of Directors of Alaska Legal Services Corporation hereby authorizes and encourages ALSC to commit to being a part of the UHS multi-tenant nonprofit center in Juneau, working with UHS to design space appropriate to ALSC's Juneau office staff, working with the UHS capital campaign to support funding for the project, and to lease such space from UHS on a long-term basis upon completion of the new building.

Irene Gallion

From: Joan O'Keefe <jokeefe@sailinc.org>
Sent: Friday, June 12, 2020 11:41 AM

To: Irene Gallion

Subject: TGH/SAIL/UHS Letter of Support

Attachments: image001.png; JCHH support signed.pdf

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Good morning, Irene.

What a beautiful morning here in Juneau! *

Please find attached a letter of support for our joint project with TGH (project numbers are USE2020 0008, and PWP2020 0002) from the Juneau Coalition on Housing and Homelessness. We'd appreciate it if this letter can be part of the formal record/file for the Planning Commission.

Gunalchéesh / Háw'aa / Thank you

Joan O'Keefe

Executive Director Southeast Alaska Independent Living, Inc. (SAIL) United Human Services of SE Alaska, Inc. (UHS) 907-523-4430



June 8, 2020

RE: Social Services Campus (Nonprofit Center and new TGH facility) Support

Dear City and Borough Assembly Members, Planning Commission, and Manager Rorie Watt:

The Juneau Coalition on Housing and Homelessness (JCHH) is writing in unwavering and enthusiastic support of the Nonprofit Center and new Glory Hall Facility project.

JCHH is a partnership of local agencies and organizations who serve those experiencing or in danger of homelessness in Juneau. These organizations participate in the Juneau Continuum of Care by providing emergency, transitional, permanent-supportive, and supportive services to clients. We individually and collectively work together to develop solutions.

The Glory Hall is one of the founding members of JCHH, and the work that they do, in collaboration with a myriad of partners is critical to our community. The Housing First Project, the Navigator Program, food delivery to those most in need, are some of the important community projects in which the Glory Hall has a critical role. Annually, the Glory Hall provides over 55,000 meals and over 11,000 safe emergency shelter beds. This number is going to be reduced due to the inadequate design of their facility during the Covid-19 pandemic. The disruption to the Glory Hall's services is detrimental to our community's ability to serve those most in need.

The nonprofit center, envisioned by United Human Services and coordinated largely by Southeast Alaska Independent Living, another founding member of this coalition, is a project that will transform the way services are delivered in Juneau. Co-location of nonprofits in the same building will ensure efficiency and convenience for service recipients and will inevitably improve outcomes for consumers. Having an accessible, shared space for service delivery will reinvigorate our system. Locating the project next to the Glory Hall and St. Vincent DePaul, another founding member of this coalition, will transform access to services for those who need them the most.

The Juneau Coalition on Housing and Homelessness urges City and Borough of Juneau to do everything in your power to work with SAIL, United Human Services, and the Glory Hall to make this project a reality. The Glory Hall is in critical need of the new building. Those without housing in Juneau deserve an accessible, safe, and dignified space. The nonprofits who do great work in Juneau are scattered all throughout town, making it extremely challenging to make progress in the lives of those who need help. Your

support of this project will make true, lasting, and meaningful difference in our community for generations to come.

In the time of Covid-19, multiple organizations being available in one place will reduce the amount of trips high-risk individuals need to make to access much needed services, adding to the already critical list of reasons to support this project.

Your support of this project will make a true, lasting, and meaningful difference in our community for generations to come.

Thank you very much for your service. We look forward to working with you and to continuing discussions about this and other issues. If you have any questions, please do not hesitate to contact us.

Sincerely,

Gus Marx, Co-Chair Chair Hazel Lecount, Co-

From: <u>Heather Parker</u>

To: <u>PC Comments</u>; <u>Irene Gallion</u>

Cc: <u>Joan O"Keefe</u>; <u>lovishchuk.mariya@gmail.com</u>

Subject: Re: Letter of Support, UHS / Glory Hall Campus Concept

Date: Wednesday, June 10, 2020 4:49:38 PM
Attachments: UHS Letter of Support, ALSC, 6.10.2020.pdf

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

To Whom it May Concern:

Please find a letter of support from Alaska Legal Services for the UHS / Glory Hall Campus Concept.

Please include this for consideration for the upcoming Juneau Planning Commission meeting on July 14, 2020.

I believe proposal relates to these permits:

USE 2020-08 PWP 2020-02

Thank you very much for your time and assistance.

Respectfully, Heather Parker

__

Heather Parker Juneau Supervising Attorney Alaska Legal Services Jordan Creek Center 8800 Glacier Highway, Suite 228 Juneau, AK 99801

Phone: (907) 586-6425



In response to COVID-19 recommendations, ALSC staff are working but our physical office space is not open to the public. We are responding to email and voicemail. Although we are not accepting walk-in appointments, we can still help. Please call us! To apply for services, call our statewide toll free intake line at 1-888-478-2572. If you are a current client, please call 907-586-6425 or contact your ALSC attorney or staff contact directly.

8800 GLACIER HIGHWAY, SUITE 228 JUNEAU, ALASKA 99801-1096

TELEPHONE (907) 586-6425

FAX (907) 586-2449

www.alsc-law.org

LSC America's Partner for Equal Justice

ALASKA LEGAL SERVICES CORPORATION JUNEAU OFFICE

JUNEAU OFFICE

June 10, 2020

Juneau Planning Commission Attn: Irene M. Gallion City and Borough of Juneau Senior Planner

Emailed to Irene. Gallion@juneau.org

To Whom it May Concern:

We at Alaska Legal Services Corporation are writing to indicate our support for the proposed United Human Services and Glory Hall campus. We believe a multi-tenant, non-profit social service hub and campus will be of enormous benefit to the Juneau community at large, and have requested to be a tenant in this project. As we provide free legal services to low-income clients and elderly residents, with a priority for serving the most vulnerable populations in the community, we believe that our participation in this unique, wrap-around facility in Juneau would help us best meet the needs of our client population.

For over 50 years, Alaska Legal Services has offered legal aid to assist clients who are facing critical civil legal issues ranging from consumer law, family law, housing problems, public benefits, health care, and other areas specific to veterans or the elderly. In our office and throughout the state, we focus on serving vulnerable populations, including survivors of domestic violence, and those at risk of losing housing, health care, or family stability.

Coupling housing and shelter supports with strategic services is compelling and fills a significant need for the Juneau community and for our client population. We believe our clients and others will benefit from the opportunity to obtain comprehensive services. We believe there will be a collective benefit to social service agencies and providers, as well: we think this hub will create an environment that not only strengthens inter-agency relationships and organizational networks, but also maximizes efficiency.

We have attended informational meetings regarding the proposed center, and have informed UHS staff regarding our interest in leasing space in this center. We are excited about the concept of the multi-tenant, non-profit social service hub at the Teal Street campus. Please accept this letter of support as indication of our enthusiasm in the project. We strongly believe that this project will be of benefit to the Juneau community at large.

Sincerely,

Nikole Nelson Executive Director

hely selp

Heather Parker

Southeast Supervising Attorney

ALSC BOARD OF DIRECTORS

RESOLUTION 19-04

December 7, 2019

A resolution of Alaska Legal Services Corporation supporting a prospective lease of Juneau office space from United Human Services of Southeast Alaska, Inc.

WHEREAS, the Juneau office of ALSC will be at the end of its five year lease with Jordan Creek Center in October 2020 and will be considering lease options at that time; and

WHEREAS, United Human Services of Southeast Alaska, Inc. (UHS) is a non-profit agency organized in 2009 to develop a multi-tenant nonprofit center in Juneau; and

WHEREAS, UHS was created under the guidance of the Rasmuson Foundation, the Denali Commission, and the Alaska Mental Health Trust Authority in response to a 2008 McDowell Group study finding a need for the center, and identifying significant benefits such as offering "one-stop shopping" for people in need of social services, delivering fiscal benefits through economies of scale, and creating an environment that encourages innovation and strengthens inter-agency relationships and organizational networks; and

WHEREAS, UHS is seeking to establish non-profit tenant rent at \$2 per square foot or less, and the Juneau office rent in 2020 will be \$2.20 per square foot; and

WHEREAS, UHS is in the process of purchasing land to construct a new building now, and estimates construction to take place in 2022; and

WHEREAS, UHS is seeking tenant commitments now to ensure the viability of this project, and to design the new building in accordance with tenant needs; and

WHEREAS, after education about the center and attendance at informational meetings, the staff of ALSC's Juneau office supports inclusion of ALSC in the new multi-tenant nonprofit center for the convenience of our clients and coordination with partner agencies including SAIL, Inc., United Way of Southeast Alaska, and potentially the Disability Law Center of Alaska.

NOW, THEREFORE BE IT RESOLVED: That the Board of Directors of Alaska Legal Services Corporation hereby authorizes and encourages ALSC to commit to being a part of the UHS multi-tenant nonprofit center in Juneau, working with UHS to design space appropriate to ALSC's Juneau office staff, working with the UHS capital campaign to support funding for the project, and to lease such space from UHS on a long-term basis upon completion of the new building.

From: Chris Heckler <chrs@ptialaska.net>
Sent: Monday, June 15, 2020 8:36 PM

To: PC_Comments

Subject: 8617 Teal Street in a General Commecial Zone

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Today I received a notice about the Proposed Emergency Shelter and Office Building and looked at the map and went "huh?" In your rush to push through the gentrification of the downtown area someone included a street map on the card that doesn't exist. Airport Blvd and Jordan Ave. don't intersect with Yandukin Drive. Not that it will do any good but I am opposed to this.

USE2020 0008 & PWP2020 0002 Neighborhood Meeting Notes

June 2, 2020 6:00 - 7:30PM

C: Comment Q: Question A: Answer

- Introductions
- Staff presentation
- Sponsor statements
 - Joan O'Keefe representing UHS and SAIL. UHS provides services for the entire SE AK region. The new location allowed sharing of resources more effectively for the SE region as a whole.
 - UHS office building will have 7 nonprofits at least
 - Space for employment opportunity training, education, professional offices and a large conference room/gathering space.
 - Campus provides resources for all
 - Location is ideal because it is central to existing resources
 - Planning for pedestrian links on the property, gardening spaces, intends to make it a welcoming space
 - Will provide a meeting space for groups or small events
 - Advocating for a new bus stop closer to the services on Teal Street, lighting, and sidewalks in the area.
 - Wayne Jensen representing Jensen Worba Wall Architect.
 - New space provides a commercial grade kitchen
 - Will provide secure entry into the site, designated smoking areas, gardens, outdoor space
 - Will provide for more efficient meal service and an expansion of capacity and ability to serve
 - 24/7 program staff on-site, behavior health specialist on-site, night staff on-site
 - New space will improve accessibility and meet ADA requirements by providing an elevator and ADA accessible bathrooms and sleeping spaces
 - Mariya Lovishchuk representing the Glory Hall
 - Operating in Juneau since 1982
 - The existing facility lacks accessibility, security, and separate sleeping areas
 - Glory Hall held 3 previous neighborhood meetings
 - Transportation to the new facility will be provided
 - Individuals suspended for specific rule violations will not receive services in the new facility until suspension is over.
 - Looked at other properties in Salmon Cree/Lemon creek area, but none were large enough to offer colocation with UHS.
 - New space will provide quality space and programs for the community
- Public Comments/Questions
 - Beth Chapman, Airport BLVD, Faulkner Banfield (Law Firm)
 - C: A former UHS Board member attending to offer support for the project. Her law firm is in the area. Believes the project will enhance the neighborhood and provide much needed services.
 - Steve and Karla Allwine, Owners of Mendenhall Auto
 - Q: At the 3 neighborhood meetings there was no mention of acquiring land from the CBJ and vacating Alpine Ave, why?

USE2020 0008 & PWP2020 0002 Neighborhood Meeting Notes

June 2, 2020 6:00 - 7:30PM

C: Comment Q: Question A: Answer

- A: At this time they are not pursuing purchasing CBJ land or vacating the Alpine Ave ROW
- C: Concerns about infrastructure in the area, specifically sidewalks and lighting
- Q: Will the bus stop at the rear of Nugget Mall be moved to the new location on Teal Street? Or will there be an additional stop on Teal Street or Alpine Ave?
- A: CBJ has committeement at this time to the original stop at the rear of Nugget Mall. When the Valley Transit Center is constructed, there routes may be changed. The stop in the area is likely to move closer to the services on Teal Street.
- Q: There are no streetlights or sidewalks in the area. When will they be provided and who will be responsible for paying for them? Streetlights are needed to help stop vandalism and trespassing. Believes the project will have a negative impact to the area. Property owners should not be responsible for paying for improvements, and they are not interested in an LID.
- A: Staff can review the request and have an answer at the public PC hearing.

 Typically off-site improvements are not required and none are being proposed at this time.
- C: St. Vincent's should have installed infrastructure when they were built. The existing situation is dangerous for vehicles and families. Since the warming shelter and sleep off center relocated, there has been a visible impact to the neighborhood and the area has become a dumping ground. The proposed development does not fit in the area and with other services relocated to the area, it is no longer safe for children or families or the elderly. The proposed development would be a bad combination to this situation.
- o Tammy Jablonski, Case Manager with THRHA reentry program.
 - C: Providing support for the project. Believes the project will provide top notch services and they are happy to be working with the sponsors.
 - C: Read a letter from the Tribal President supporting the project.
 - C: COVID19 has had a serious economic impact on our community, believes we needs the services now. The project will allow for more effective programs and enable providers to do more effective programs.
 - Believes all people have the right to access safe housing.
- o Hillary Poole, Resident of the Airport BLVD Area
 - Q: If Glory Hall is unable to move forward with the project, would UHS move forward alone?
 - A: O'Keefe The two entities are committed to doing the project together.
 Believe the project benefits when they work together and collocate services.
 UHS is unsure if they would or would not move forward without Glory Hall.
 Significant financial difference if going at it alone.
 - Q: Did representatives from UHS attend the previous neighborhood meetings?
 - A: O'Keefe They did not, they had not committed to the project at that point.
 They were briefed on the feedback and tried to incorporate items to help with folks concerns.

USE2020 0008 & PWP2020 0002 Neighborhood Meeting Notes

June 2, 2020 6:00 - 7:30PM

C: Comment Q: Question A: Answer

- Q: The current location of the Glory Hall does not follow procedures for those who have been banned or suspended. Glory Hall continues to provide food. How will this be addressed at the new location?
- A: Mariya The current Glory Hall location fronts on a CBJ right-of-way, anyone can be on the sidewalk. They have no control over the sidewalk and no separation from it. New site will be more secure and make it easier to enforce procedures. Meals have been provided at various locations downtown due to COVID. New location will still enforce suspensions/bans.
- o Heather Parker, Attorney with Alaska Legal Services
 - Offering support for the project as a tenant and individual. Will be providing free legal services. There is no right to free legal representation in civil cases, so they meet a need. New site provides collaboration with many other services and allows for holistic serving of clients. Collocation of services is also more convenient for clients. A similar situation of collocation of services has occurred in Ketchikan and it works very well.
- o Dave Ringle, SVDP General manager and Airport area resident
 - C: providing support for the project. SVDP provides congregate living of 26 units with shared kitchens in the area and has for 20+ years. Also provides a soup kitchen. Collocation will help clients meet their needs. SVDP will work closely with project sponsors to address issues. Believes that when the homeless population is adequately served, they become less of a burden on the community.
- o Teri Maxwell, Dawson Construction located in area
 - C: A UHS Board member providing support for the project. Was the project engineer for Housing First and experienced many of the same concerns. Originally had blinders to the problems within the community but has learned that as a community we are blessed to have people working on a project like this. Dawson has had some experience with the issues brought on by warming shelter/sleep off center but supports this project. Believes sidewalks and lighting should be addresses as part of the building permit.
- o Renee Dull, Airport area resident, Aurora Area
 - C: The combined missing is great but does not agree with the location. Since the warming center/sleep off center were relocated to the area, they have seem a demographic shift and changes in the area. There has been an uptick of issues and it is not safe for property in the area. Has concerns of where people will go if they are turned away. These services should be located where the people already are. Believes this is a family friendly area and has fears of increased crime.
- o Norton Gregory, SAIL
 - C: Providing support for the project. Believes there is a huge need in the community that will be filled. The new location is convenient and accessible.
 Believes that people in the community needs these services. Speaking on his own behalf and thinking about the mission of SAIL. Believes the zoning is appropriate. He saw similar concerns with Housing First but that project has had

USE2020 0008 & PWP2020 0002 Neighborhood Meeting Notes

June 2, 2020 6:00 - 7:30PM

C: Comment Q: Question A: Answer

a positive impact on that neighborhood. Believes this will be a positive change for the community, and we will be a better society as a whole.

- o Ricardo Worl, Montana Creek
 - C: Providing support for the project. Believes facility will bring benefit to the entire community. The most vulnerable population will be served. Requested that people speak with the police department. After housing first constructed there has been a reduction in need for emergency services, this means a cost saving to the community. Believes that when people are provided a safe living space, they are more likely to seek treatment and be successful. Believes the homeless population has been unfairly and inaccurately accused of crime downtown. CBJ has a vision of revitalizing downtown, the proposed project will help do that by providing a modern facility for population outside of downtown. Believes that how we treat the homeless population is a reflection of our community values.
- o Louisa Phillips, Big Brothers Big Sisters of AK, Valley resident
 - Offering support for the project. Will be a tenant of the project. Collocation makes it easier for the community to receive services.
- o Mandy Cole, AWARE, Valley resident
 - Not speaking on behalf of AWARE but speaking in support of the project. The design of the project means that people will have their own space and this will be balanced with efficiency. Wants people to think about how design allows for pride of space which leads to more positive people. When people feel well, they do well.
- Thank you and closing statements from staff
- Adjourn 7:30

Notes from Radcliffe Road neighborhood meeting regarding the proposed relocation of the Glory Hall from downtown to Teal St.

Wednesday, October 2, 2019 at Faith Lutheran Church.

Present: Glory Hall manager Maria Lovishchuk, Glory Hall board members Marla Berg, Bruce Denton, Merry Ellefson, Jorden Nigro, Tom Wagner, Dave Hurley. JPD officers Lt. Kraig Campbell and two other officers and JPD Chief Ed Mercer. Radcliffe Neighborhood Group Leads Mary Ann Dlugosch, Bob Deering and Betsy Fischer. Approximately 40 interested neighbors.

What were the criteria used for selecting a new property and how does the Teal Street property meet them? Are other sites still being sought?

Criteria:

- Easy access to city bus line
- Close to services used by GH patrons
- Acceptable to GH patrons

Other sites:

- WalMart box store is the wrong size
- Lemon Creek too close to Housing First
- GH Board is open to ideas of other sites and neighbors should contact them if they have good suggestions

GH Board hopes to purchase land by the end of this year (2019)

Hope to begin building by spring or summer of next year (2020)

Will the services provided by the new GH facility and the capacity of the new GH facility be the same as at the old facility? How will they be different?

- 40 beds same
- Meals same
- Offices increase
- Staff same
- Bathrooms increase

More patrons eat meals at the GH than stay there.

Staff works to guide patrons to appropriate services. Some patrons are actively seeking housing while others may always depend on the GH for meals and housing.

Will the relocation of the GH increase the # of homeless encampments, thereby increasing crime in the area? Trespassing, sanitation, theft, trash accumulation, drug use

Similar concerns were raised by neighbors in the Housing First area (Lemon Creek). There seem to be mixed reports as to the increase of crime in that area or not.

The GH staff will attempt to reach out to homeless campers.

There is overflow from the GH. Staff works with patrons to find suitable housing.

Not everyone who uses GH services is homeless.

Downtown patrons may or may not use bus system to go back and forth. There is a fear they may relocate to the valley.

JPD reports that all Juneau neighborhoods have experienced an increase in crime in recent years.

Downtown currently has 20% more police presence than other areas.

If the new GH facility is built on the Teal Street property, how will the GH Board work with the city to improve safety and security in the area? Lighting, road improvements, police patrols.

Improvements will be discussed in the permit process

The city has not received a permit application yet

If and when a conditional use permit is applied for it will:

- Go before the Planning Commission
- There will be an opportunity for public input and public meetings which involve neighborhood groups
- CBJ staff will review the permit and publish a report online and the public will be able to submit comments
- There will be a public hearing before the Planning Commission

At this stage it is unclear whether there will be any street improvements tied to the relocation of the GH to Teal Street. Street improvements would fall under the category of Capital Improvement Projects which is a very lengthy process.

JPD does not consider the GH patrons to be a problem in general.

Attachment G - Flory Hall Neighborhood Meeting Notes, October 2, 2019

If the GH does relocate to the Teal Street property, in what way can neighbors help?

- Prepare meals
- Provide design input
- Donate food and warm clothes

Neighbors who wish to be involved in helping to solve Juneau's homeless problem can get attend meetings of the Juneau Homeless Coalition which meets every third Thursday of the month. http://www.homelessinjuneau.org/home



TABLE OF CONTENTS

1.	Overview	1
2.	Understanding Current & Future Needs	3
	2.1 Needs Analysis	
	2.2 Functional Program	3
	2.3 Consultation with Stakeholders	4
3.	Design Principles	5
	3.1 Shelter Users are Diverse	
	3.2 Safety & the Client Mix	6
	3.3 Incorporating Shelters with Transitional or Other Housing	6
	3.4 Conversion, Renovation, or New Construction	7
	3.5 Crime Prevention Through Environmental Design (CPTED)	7
4.	3 3 3 3, 3 3 3 3	
	4.1 Meeting Program Needs	
	4.2 Durability, Operational Needs & Operating Costs	
	4.3 Efficiency in Design & Area Layout	9
	4.4 Designing for Accessibility	
	4.5 Safety & Security for Clients, Staff & Community	11
	4.6 Flexibility for Short & Long-Term Use	12
	4.7 Neighbourhood Integration	12
	4.8 Warm, Welcoming Spaces	13
	4.9 Designing for Minimal Barrier Shelters	14
5.		
	5.1 Reception/Entry	
	5.2 Gathering Place/Day Activity Room	16
	5.3 Health & Medical Support	16
	5.4 Counselling & Support Service	17
	Counselling Room/Case Worker Offices	
	Administrative Support Spaces	
	5.5 Food Services	
	Commercial Kitchen	
	Common Dining Area5.6 Hygiene	
	5.6 Hygiene	
	Laundry Facilities	
	Eag. (a) y 1 aciii (c)	∠ /

Attachment H - BC Housing Shelter Design Guidelines, September 2017

	5.7 Indoor Storage	22
	Client Storage	22
	Staff Storage	22
	Clothing Storage & Distribution	22
	5.8 activity space/temporary bed spaces	23
	Computer Area/Library Room	
	Multi-Purpose Room	23
ŝ.	Shelter Sleeping Accommodation	
	6.1 Multi-Bed Configurations	25
	6.2 Dormitory Room Configurations	26
	6.3 Configurations for Gender	27
	6.4 Flexible Temporary Bed Spaces	27
7.	Ancillary & Utility Services	28
	7.1 Janitorial Rooms	28
	7.2 Mechanical/Electrical Rooms	28
	7.3 Receiving/Loading Dock	28
	7.4 Garbage & Recycling	29
	7.5 Heat Treatment Room	29
3.	Outdoor Spaces	30
	8.1 Smoking Areas	30
	8.2 Storage	30
	8.3 Amenity Space	30
	8.4 Adequate Parking for Staff & Visitors	31
9.	Finishes, Materials & Building Systems	32
	9.1 Materials & Finishings	32
	9.2 Building Systems	33
	Security System	33
	Mechanical & Electrical Systems	34

Facility images and plans provided by:

3030 Gordon (Coquitlam)

Raincity Housing & Support Society,

dys architecture

Our Place (Victoria), Our Place Society

Rock Bay Landing Shelter (Victoria) Victoria Cool Aid Society, Jensen Group Architects

Yukon Shelter (Vancouver) Lookout Emergency Aid Society

Powell Place Women's Emergency Shelter

(Vancouver), The Bloom Group, NSDA Architects (covers), Kinetic Construction (Bob Matheson, Photographer)

Overview

BC Housing has prepared this guide to assist non-profit societies and development teams with the planning, design, and development processes for upgrading existing shelters, or constructing new emergency shelters. In BC, shelters vary significantly by size, building type, layout, and types of spaces they include – many are created through the conversion of existing buildings. Although these guidelines represent best practices, each new or upgraded shelter may involve some design compromises, reflecting the availability of an appropriate building and/or location.

These guidelines focus on space requirements and layout. Societies and development teams should also use BC Housing's most current version of *Design Guidelines & Construction Standards*, which provides more detailed building specifications, and is available at the BC Housing website. In considering the design of new or upgraded emergency shelters, integration with sound, comprehensive operating policies and procedures, and appropriate staff training is essential.

In BC, emergency shelters operate under the *Emergency Shelter Program*, which is administered by BC Housing. Emergency shelters and outreach workers are part of a

housing continuum that helps people move from homelessness to permanent accommodation and, provide with supports as necessary. In considering the development of a new shelter, or upgrades to an existing one, reference should be made to the most current version of BC Housing's *Emergency Shelter Program Framework*, which also provides definitions for terms used in the planning and operations of shelters.



Figure 1: Powell Place, Vancouver. This 52-bed shelter involved a major renovation of an existing shelter.

Attachment H - BC Housing Shelter Design Guidelines, September 2017

Gateways to permanent housing, shelters provide supports, and must include the following:

- Emergency accommodation a safe, secure place to sleep;
- Facilities for hygiene;
- The provision of nutritious food;
- Office and meeting spaces to enable case planning and programming for clients; and
- Where possible, space for primary health provision.

Where a new or upgraded shelter will be the only one in a community, the facility should be designed and operated as a minimal barrier shelter, which accommodates those who:

- Are dealing with addictions and/or mental health issues;
- Require harm reduction supplies, including clean needles, access to safe disposal (sharps containers), condoms, etc.;
- Require access to primary health care;
- Cannot be refused service unless extenuating health/safety issues present;
- Require physical accessibility;
- Require appropriate sized and secure storage facility for their belongings, including a cart, bike, etc; and
- Have a pet.

Understanding Current & Future Needs

2.1 NEEDS ANALYSIS

To support the proposition of a new or renovated shelter, an analysis should be undertaken to determine the client group(s) to be served, and ensure their needs are fully understood. Where possible, the analysis should identify current and future needs, the required scale of the project, and the best location to provide these services.

Projecting shelter bed need is an inexact process. Conducting an analysis does not need to be a large and complex activity, but should draw on core housing need within the community and age group, population trends, existing shelter use information, homeless counts, and discussions with local agencies, including the health authority and municipality. Analyzing the number of subsidized housing units in the community or within the regional district, average rents and rental vacancies should be considered for understanding market conditions. The role outreach workers play within shelters shelters and community, as well as that of any existing or proposed shelters in the community (if applicable), should be taken into account. BC Housing is also a useful source of information for a needs analysis. Refer to BC Housing Need and Demand Study.

Where a new or upgraded shelter will be the only one in a community serving all or a single gender client group, the facility should be designed and operated as a minimal barrier shelter.

2.2 FUNCTIONAL PROGRAM

Following the completion of a needs analysis, an architect should be contracted to develop a preliminary functional program that responds to the identified needs, and how the shelter will be operated. Shelters may not always be needed permanently, and so should be designed with flexibility to allow conversion into permanent housing or to meet needs of changing population groups within the shelter, where possible. The functional program will determine site needs, building layout, design order of

Attachment H - BC Housing Shelter Design Guidelines, September 2017

magnitude capital and operating budgets, funding requirements, and efficiency of the building design. Operating policies and budgets for the shelter must also be taken into account. In understanding a functional program, the design team should consider the efficiency of common and circulation areas to the shelter sleeping areas based on operational needs.

2.3 CONSULTATION WITH STAKEHOLDERS

BC Housing is the primary funder for both the capital and operating costs of most shelters in the province. If anticipating funding from BC Housing, sponsoring groups should review BC Housing's *Emergency Shelter Program Framework*, and *Design Guidelines & Construction Standards*, as well as this document and other related requirements. Completed needs analysis, functional programs, and consultation with the local agencies should be done prior to finalizing any plans. The design team should also consult with operations staff in the early design phase to ensure decisions consider the operator's capacity and staffing levels to efficiently run the facility.

Design Principles

3.1 SHELTER USERS ARE DIVERSE

Those who are homeless often have diverse and complex needs. In particular, clients experiencing mental illness and addiction issues provide significant challenges for shelters and their staff. The complex, and often multiple, needs of homeless individuals require design details and operating policies that respond appropriately. Homeless populations include:

- Women, and women fleeing violence;
- Seniors experiencing age-related conditions, such as diabetes, Alzheimer's, and dementia, as well as older adults with mobility impairments;
- Families, such as single mothers with children, single fathers, and couple-led families;
- Youth who are homeless or at risk of homelessness, such as those aging out of provincial care;
- Aboriginal populations, the share of Aboriginal shelter users varies considerably from one region to another;
- Individuals of all ages who are substance users;
- LGBTQ2S individuals, a primary concern in serving this group is the availability of appropriate spaces, such as gender neutral washrooms, etc.;
- Individuals with mental health conditions:
- Couple;
- Working poor;
- Transient populations and new immigrants, such as transient workers from other provinces in Canada, new immigrants to Canada, etc.
- People with varying levels of physical abilities, such as those with physical disabilities, mobility issues, or developmental disabilities.

Attachment H - BC Housing Shelter Design Guidelines, September 2017

Some locations may also be influenced by the proximity of situations that generate particular needs, such as communities adjacent to institutions (e.g., jails), or rural areas with seasonal employment.

3.2 SAFETY & THE CLIENT MIX

Safety is important for all shelter users, staff, and visitors. Because there are so many varying needs, sponsors should carefully consider the proposed mix of client groups to be contained within one building. Women with children, women fleeing violence, those who are active in survival sex work, and unattached youth (up to the age of 19) are particularly at risk, and should not be accommodated in the same shelters as single men. For shelters and emergency housing intended for women with children, it is recommended that consideration be given to the development of programs which solely target this population in order to avoid safety issues associated with client mix.

When men, women, and transgendered individuals are to be accommodated in the same shelter, design features should be incorporated to ensure safety throughout the building, including secure and separate sleeping quarters, as well as separate lounge and washroom facilities.

In addition to safety protocols for harm reduction, shelter design needs to provide some separation for people with challenging behaviours, easy access to harm reduction supplies, and safe disposal of sharps/bio hazard containers. These shelters often require appropriate staffing, clear staff sightlines, or video monitoring.

3.3 INCORPORATING SHELTERS WITH TRANSITIONAL OR OTHER HOUSING

It is a common strategy to incorporate shelters into other housing forms builds capacity and options for flow, usually transitional housing. This integration can often make the best use of a site, provide economies of construction and staffing, and offer opportunities for sharing certain facilities and services. This approach also enables residents to build on existing relationships with support staff when they transition from the shelter into transitional housing. The residents get a consistent approach to support services, and the staff get to know the residents better, and are able provide more effective supports.

However, proximity of a shelter can be challenging for some transitional housing residents as they are attempting to move away from the street, and towards permanent housing and independence. Transitional housing that accommodates children should not share entrances or elevators, or other facilities, with a shelter.

3.4 CONVERSION, RENOVATION, OR NEW CONSTRUCTION

The need for a new shelter, or additional capacity for an existing shelter, can often arise quickly, requiring a timely response. Finding a site or building suitable to the scale of need, that is appropriately located, and that will secure community and municipal support for rezoning and other approvals, is often a major challenge. In site planning, opportunities for outdoor space to accommodate bikes, buggies, carts, smoking areas, and delivery access for food are important. Depending on circumstances, appropriate responses may include modifications to an existing shelter, converting a building from an entirely different use, modular housing, or new construction. Modular or pre-fabricated buildings can provide an especially quick response to community need for a shelter. However, for new buildings, especially for those using modular units, it is important to determine site servicing ability.

3.5 CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

Site planning and building design should consider CPTED strategies, e.g., territoriality, natural surveillance activity support, and access control, as well as other recognized CPTED principles. For more information, see BC Housing's *Design Guidelines & Construction Standards 2014: Section 4 Crime Prevention Through Environmental Design.*

Design Objectives

Certain objectives should guide building layout and choice of materials when designing or upgrading a shelter. The objectives listed below are key when considering a building's functional quality, long-term operational efficiency, and outcomes related to user satisfaction. Refer to the most current version of BC Housing's *Design Guidelines & Construction Standards* for more detailed building specifications.

4.1 MEETING PROGRAM NEEDS

New shelters must provide spaces that align with BC Housing's *Emergency Shelter Program*, specifically including:

- Emergency accommodation a safe, secure place to sleep;
- Facilities for hygiene;
- The provision of nutritious food;
- Office and meeting spaces to enable case planning and programming for clients;
- Where possible, space for primary health provision; and
- Provision of accommodation with as few barriers as possible to allow more people access to services.

If the proposed shelter is the only shelter in the community, design and operations must meet minimal shelter barrier requirements, as per the *Emergency Shelter Program*.

4.2 DURABILITY, OPERATIONAL NEEDS & OPERATING COSTS

Design decisions should consider cost effective building operations, which can be impacted by the number of beds per floor, ease of supervision, and sightlines for common spaces. Consideration of required staffing levels is also important.

Operational costs are also impacted by the durability of materials used in the building's construction, and their ease of maintenance, as well as the various fixtures, fittings, and furniture. Durable design should consider:

 Flooring materials that are durable and easy to maintain;





Figure 2: Examples of durable flooring & door hardware, Rock Bay Landing

- Wall surfaces that accommodate impacts in critical locations;
- Door and closet hardware that are easily operable by persons with limited strength and dexterity;
- Plumbing and electrical fixtures and accessories that are durable and easily replaceable;
- Bathroom fixtures that are to be easily replaceable and floor drains to avoid flooding;
- Infestation control to maintain the health and hygiene of the clients;
- Furniture selection that is vandal and abuse resistant and bed-bug proof;
- Access for shelter users is to be designed with consolidation of maintenance and ease of operation. For example card readers, electric strikes, or suitable locksets where required, with consideration of maintenance and ease of operation.
- Elevator controls and buttons are to be heavy duty for durability to withstand abuse.

4.3 EFFICIENCY IN DESIGN & AREA LAYOUT

Design and layout should provide a building that is spatially efficient, with amenity and support service spaces that maximize efficiency of circulation for both shelter users and staff. It is recommended that program spaces be centrally located close to staff sightlines, and grouped for efficiency.

4.4 DESIGN FOR ACCESSIBILITY

All emergency shelters must be accessible to those with mobility impairments. This accessibility may not always involve wheelchair use, but an increasing number of individuals are using walking aids, e.g., walkers. Storage space, additional grab bars, roll-in showers, and resilient, non-slip floors are a few examples of building details that will assist this group. Accessibility requirements should be designed in accordance with the BC Building Code, and reference shall also be made to BC Housing's *Design Guidelines & Construction Standards*.

Design should consider the following, but is not limited to:

- All exterior and interior common areas intended for shelter users (including landscaped open space, outdoor recreation areas, walkways and program spaces) should be universally accessible to persons of all ages and degrees of ability.
- Stairs and ramps must be easily usable by people with reduced mobility and impaired vision.
- The design should consider rough-in wiring in the building entry/lobby for future automatic door opener.
- Accessible washrooms must have resilient, non-slip floors, knee clearance under the sink, ADA-compliant toilets with seats at 430 mm 480 mm (1'-4" to 1'-7") from the floor, solidly backed grab bars, and clear door openings as specified in BC Building Code.
- Roll-in showers should be provided for wheelchair accessible showering.
- All doors, faucets, and showerheads should have lever handles rather than knobs.
- Light switches, thermostats, other controls, and storage should be mounted at a height accessible for a person in a wheelchair.
- Outdoor seating area is to be durable, low maintenance, and universally designed.



Figure 3: Example of accessible washroom, 3030 Gordon



Figure 4: Example of roll-in shower, 3030 Gordon

 Install low resistance, delayed action closers for all doors on accessible routes, including suite entrance doors in accessible sleeping area.

4.5 SAFETY & SECURITY FOR CLIENTS, STAFF & COMMUNITY

Safety and security are extremely important design factors for shelter staff, visitors, and users. These factors must also be matched by, and integrated with, operational policies. When designing a building to accommodate men, women, couples and transgendered individuals, it is a requirement that women-only sleeping accommodation and washroom facilities are securely separated from the men's accommodation areas. A women-only lounge/meeting room should also be provided.

Some key considerations for safety and security include, but are not limited to:

- Good exterior lighting for entrances and outside spaces;
- Adequate interior lighting for hallways, elevator and staircases;
- Reception area at the main entrance;
- Security mechanisms for staff, including alarms;
- Avoidance of entrapment spaces, and incorporation of surveillance alarms;
- Adequate circulation/gathering areas to avoid spaces that could aggravate tensions;
- For staff supervision, ensure good sightlines for all building spaces that involve outdoor areas, entrance(s), circulation, gathering, or programs;
- Resilient, non-slip floors in critical areas, such as entrances, washrooms, and kitchens:
- Surveillance cameras in selected locations such as hallway, staircase, elevator, entrance and common areas;
- Secure storage and/or lockers for client belongings; and
- Maximum glazing common area doors to improve security where appropriate.





Figure 5: Examples of shelter entrances, left: Powell Place & right: Rock Bay Landing, The latter also provides oversight to the exterior courtyard

4.6 FLEXIBILITY FOR SHORT & LONG-TERM USE

Flexibility is important in emergency shelter design to ensure changing needs (both short and long term) are met to avoid functional inadequacy, and to minimize the costs of change. Designing with flexibility in mind is not an easy task, but is possible:

- Layouts, plumbing, and electrical components should be designed to permit amalgamation of two shelter sleeping rooms into one small apartment; and
- Flexible support spaces should be designed to convert/change to different functions over time, as required.

4.7 NEIGHBOURHOOD INTEGRATION

No matter where they are located, or proposed to be located, shelters are usually controversial. When designing new buildings, or upgrading existing ones, sponsors should anticipate concerns from the neighbourhood, and local authorities having jurisdiction as they go through the rezoning process. While it will be important to demonstrate that the proposed shelter will be designed to be a good neighbour, it will be equally important to commit to operational protocols that will help meet this objective, such as communications protocols, regular meetings with neighbours, and monitoring and maintenance of the public areas immediately adjacent to the shelter.

The following design features should be considered for neighbourhood integration:

- Adequate interior spaces, and operating procedures to avoid sidewalk line-ups for access;
- Adequate on-site parking/storage for buggies/trolleys, and bikes;
- Windows and surveillance cameras that provide staff with sightlines onto the street:
- Off-street areas for smoking, sitting, and pets;



Figure 6: Example off-street area, 3030 Gordon Project

- Exterior design that integrates into the neighbourhood by using residential materials and colours to avoid an institutional appearance; and
- Adequate, but non-intrusive, exterior lighting.

4.8 WARM, WELCOMING SPACES

Shelters are meant for short-term emergency accommodation. However, consideration should still be given to creating a warm, welcoming and safe environment. This concept is important for clients, but also valuable for staff members who work in these spaces on a longer-term basis. Design considerations will vary according to the clients served in the shelter, but may include:

- Colour choices for floors, walls, and furniture for people with visual impairments;
- First Nations art for shelters serving Aboriginal individuals;
- Choices of outdoor and indoor common area furniture types to accommodate accessibility;
- Activity space facilities for training, art work, etc.;
- Women-only programming spaces in mixed-gender shelters to allow privacy;
- For shelters that accommodate women and children, a play/toy area, and space that accommodates strollers for small children;
- Inclusivity for LGBTQ2S through universal bathroom signage and art; and
- Bulletin board for the notices, shelter facility policies, job postings, and to display art work.



Figure 7: Example of gender neutral washroom signage, 3030 Gordon

4.9 DESIGNING FOR MINIMAL BARRIER SHELTERS

Minimal barrier shelters are designed to accommodate all homeless people, including those with challenging behaviours that may be disruptive or difficult for other shelter users and staff. Such shelter users are not expected to abstain from alcohol/drugs. Addictions are viewed as health conditions, and the shelter will have harm reduction practices and procedures in place, including provision of information, safe injection and smoking supplies, and safe options for syringe disposal.

Minimal barrier shelters will have the design features identified in this guide, and those of particular importance include:

- Secure and accessible storage space for harm reduction supplies;
- Opportunities for accommodating individuals with disruptive behaviours,
 e.g., through a proportion of single rooms, and sitting areas outside of sleeping rooms;
- Secure outdoor storage for buggies, and bikes;
- Adequate indoor storage space for shelter users belongings, such as designated bins or lockers for valuables;
- A medical room for visiting medical professionals to serve shelter clients; and
- Opportunities for accommodating individuals have pets.



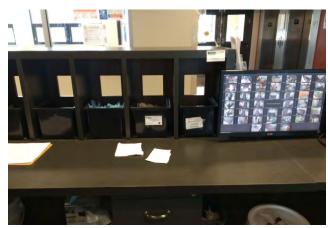


Figure 8: 3030 Gordon examples, left: outdoor storage, and right: harm reduction supply storage.

Program Area Design Features

Provision for program area spaces will depend on design principles and objectives outlined earlier in these Guidelines, the level of support services to be provided for the shelter residents, project size, location, and budget parameters. For renovation or conversion projects, it is recognized that existing conditions, or user considerations may override the recommendations contained in these Guidelines. If such is the case, approval from BC Housing should be obtained at the schematic or preliminary design stage of the project.

5.1 RECEPTION/ENTRY

- The lobby reception area should be sufficiently scaled to the size of the shelter and the flow of people. There should be adequate space for client intake, including those with mobility impairments, to avoid crowding and lining up on the street. This space should provide seating areas and a drinking water fountain;
- The entrance should have a vestibule, and surveillance cameras monitored 24 /7 by staff. The staff shall the ability to control opening/closing of both sets of entry doors from the front office for the visitors. The design should consider rough-in wiring at the entrance for a future automatic door opener;
- The reception office should be a secure space, with good staff sightlines to the street, the entrance/vestibule, circulation, gathering and program spaces, and elevators, if provided; and
- Where a shelter is combined with transitional housing, consider access control, client flow, and security in the design process. Transitional housing that accommodates children should not share the same entrances with the shelter.



Figure 9: Example of reception area, Rock Bay Landing

5.2 GATHERING PLACE/DAY ACTIVITY ROOM

The gathering place/day activity room allows clients to remain in the shelter during the day. This space may be co-located with the dining room, where there are space restraints, and should not seat less than 50% of the building's bed capacity.

This area may include a TV or recreational games. Furniture should be comfortable, durable, and easily maintained. Manoeuvring space for mobility-impaired individuals should also be a consideration when determining furniture layout.



Figure 10: Example of gathering place, Yukon Shelter

5.3 HEALTH & MEDICAL SUPPORT

A ground floor space for visiting medical professionals should be a minimum of 14 m² (150 sf), and be equipped with an examination bed, lockable cabinet, small desk, washbasin, countertop, and paper towel dispenser. A second access is required to allow unimpeded exit from this room. For minimum barrier shelters, provide spaces for shelter users to access harm reduction supplies.



Figure 11: Example of medical room, 3030 Gordon



Figure 12: Example of medical supply storage, 3030 Gordon

5.4 COUNSELLING & SUPPORT SERVICE

Counselling services are an important part of a shelter's services. The number of counselling or case worker offices, together with administration office spaces, will vary according to the size of the shelter, and its associated programs. Access to a counselling office should not be through an administration office.

Figure 13: Example of case worker office, Powell Place

COUNSELLING ROOM/CASE WORKER OFFICES

This space should anticipate the increasing age and potential mobility impairment of

clients, and at least one space should be sized to handle wheelchairs, scooters, and walkers. Design, via furniture configuration or a second access, should allow staff to exit the room unimpeded. Partition walls between offices, corridors or adjacent spaces should be insulated for sound reduction, and have a sound rating of STC 55. Glazed (tempered or safety glass) doors should be provided to improve security.

ADMINISTRATIVE SUPPORT SPACES

Office support areas will vary with shelter size. These spaces should be a minimum 10.5 m^2 (113 sf) and secure, and have adequate space for desks, lockers, cabinets, staff seating area, files, and office equipment. A telephone, cable, and data outlets should also be provided. The staff washroom should be convenient to the office location.

5.5 FOOD SERVICES

COMMERCIAL KITCHEN

A commercial kitchen may be necessary, depending on shelter size. A commercial kitchen, when provided, shall have appropriate receiving/loading area and serve one full hot meal a day per resident. Other options include a servery for food prepared elsewhere, or a small kitchen. To determine the correct option, size, design, and required equipment for a kitchen relative to the planned size of the shelter and operating budget, a commercial kitchen designer should be engaged early in the process. Kitchens should include a small office/nook, as well as dry goods and cold storage. For easy service and loading dock access, kitchens should ideally be located on the ground floor.

For family shelters, it is also recommended to have a shared space for shelter users to cook their own meals, or participate in life-skills training activities.

Attachment H - BC Housing Shelter Design Guidelines, September 2017

COMMON DINING AREA

Shelters should contain seating opportunities with two, four, and six-seat tables, and could include some high tops. Dining room seating should be sized to accommodate the capacity of the shelter in one sitting, but larger shelters may need to have multiple sittings. Provisions should be made for a small countertop area, and a microwave for shelter users to heat up food.



Figure 14: Example of commercial kitchen, Powell Place



Figure 15: Example of dining room, Rock Bay Landing





Figure 16: Example of dining room and kitchen area for shelter users, Powell Place

5.6 HYGIENE

WASHROOM/BATHROOM FACILITIES

Washroom/bathroom design should consider safety, inclusion, and flow of users. Washroom facilities are required to be divided into three types: 1) for clients newly arrived at shelter, 2) for existing shelter residents, and 3) for staff.

Common Washrooms for Newly Arrived Clients

Ground floor washrooms and showers are required for use by clients newly arrived at a shelter, and should be located near staff sightlines and close to the reception area for ease of monitoring. At least two (2) individual washrooms should be gender neutral, and one of these should also be wheelchair accessible and include a shower. The accessible washroom should be designed to the requirements of the BC Building Code, and be equipped with grab bars to facilitate transfers.

Common Washrooms for Shelter Residents

For the washrooms for clients already living in the shelter, there are three main configuration options: 1) private (within a single-bed room), 2) semi-private (within rooms as per the three-bed configuration shown in Figure 24), or 3) shared washrooms. The advantage of private or semi-private washrooms should be weighed against operations and maintenance costs, as well as possible security problems that may arise.

The minimum standards for shared washrooms are:

- One washbasin per four beds;
- One shower stall per four beds. Shower stalls should each have a door;
- One toilet stall per four beds; and
- For women's shelter spaces, include sinks in bedrooms where possible. For shared washrooms, consider providing one or more bathtubs, depending on shelter size.



Figure 17: Example of individual washroom, 3030 Gordon



Figure 18: Example of a shower stall, 3030 Gordon



Figure 19: Example of toilet stalls, 3030 Gordon

Washroom(s) for Staff

Provision should be made for a separate ground floor staff washroom(s), including a shower close to reception or administrative support spaces. The staff washroom should be designed with non-slip flooring, a floor drain, toilet, sink, vanity, shower, and common washroom accessories, such as a toilet paper holder, soap dispenser, and towel dispenser.

Overall Washroom Design

Designing washrooms for existing shelter residents (Type 2) depends on the specific need and intended function of the shelter. Facilities can be designed as either multi-stall common washrooms, gender-neutral individual washrooms, or a combination of both. Designation of individual gender-neutral washrooms may increase flexibility, and reduce waiting time and flow of users through the facilities. Provision of shower rooms separate from toilet rooms could also be considered.

Washroom design for newly arrived clients and existing shelter residents (Type 1 and 2) should follow the requirements below, and be adjusted as appropriate for those receiving services within a facility:

- Washrooms need to have inclusive signage for transgender and gender diverse individuals that include function-based icons instead of gender figures;
- To allow for privacy, stall doors should have minimal gaps on the sides. Toilet doors need to have a space between the bottom of the door and the floor to allow staff to see if a user is in distress:
- It is recommended that the main door to a multi-stall washroom be provided with glazing to provide staff sightline in case of emergency. It is also recommended that locks be avoided in these doors to ensure access at all times. Design that allow for door-less entrance while providing privacy should be considered where possible.
- Stall door in common washroom or door in individual washroom locks should be secure, and have a safety mechanism that allows staff or emergency responders to open from the outside. If approved by the municipalities and authority having jurisdiction, washroom stall doors should open outward to allow easy access for emergency responders. Also, allow for an emergency panic button where necessary;
- Ceiling and wall tiles or panelling, as well as ventilation covers, should be securely
 affixed to eliminate spaces for concealing or discarding syringes, or other items;
- Washrooms should include resilient, non-slip sheet flooring with flash cove and floor drains;

- Provide general washroom accessories, including paper towels, soap, toilet tissue and dispensers, clothes hooks, safety mirrors, towel grab bars, high velocity electric handdryers and, in women's washrooms, feminine napkin disposal bins.
 Sharps containers need to be securely affixed to walls;
- Sufficient mechanical ventilation and exhaust should be provided for odour control:
- Provide tamper proof toilet tanks (tanks with bolt down lids) or tankless toilet to eliminate spaces for discarding syringes;
- Where possible, shutoff valves should be located outside of the bathrooms or in accessible location; and
- Floor drains should be installed in all washrooms.

LAUNDRY FACILITIES

Shelters should typically provide two laundry rooms – a commercial laundry to wash bed linens, towels, and donated clothing items for shelter provider, and a smaller laundry for shelter users' personal use. Both laundries should be located on the ground floor, well ventilated to avoid moisture problems, and close to exterior walls to minimize the length of dryer duct runs. Other provisions to include are non-slip flooring with cove base, floor drains, glazed (safety or tempered glass) access doors to avoid entrapment, and disabled access.

Shelter Provider Laundry

Washers and dryers should be commercial grade, Energy Star rated, and front-loading on raised platforms. A stainless steel laundry sink, shelves, and significant countertop space (minimum 2.4 m or 7.8 ft) should be provided for folding clean laundry. One commercial washer and dryer for up to 15 beds is recommended, and two of each for 16 to 40 beds.

Shelter Users Laundry

A wheelchair accessible common laundry room should be provided at a ground floor location, preferably close to a gathering space, with clear staff sightlines. The space should include a small commercial grade washer and dryer, a counter for folding clean laundry, a small seating area, and an accessible height sink with open knee space underneath. Doorways, millwork heights,



Figure 20: Example of shelter provider laundry, Rock Bay Landing

location of outlets and type of laundry equipment must be suitable for use those with mobility or visual impairments. The shelter provider can determine if the laundry equipment should be coin operated, card access, etc.

5.7 INDOOR STORAGE

Types of shelter storage should mainly consist of the following:

CLIENT STORAGE

Many individuals who are chronically homeless, or who are "coming indoors" for the first time in a long time may well have many belongings. Adequate and secure storage space in the ground floor area is a requirement for a minimal barrier service provision, including space for carts, buggies, pet carriers, and bikes. The availability of this space can mean a better chance of engaging individuals to come indoors, and work towards accessing appropriate housing. This space may be created within the building, but may also be provided in outdoor areas.

A separate pet kennel is not usually recommended due to the risk of spreading of infections among pets, and because of limited operational services. Consultation with local authorities is required for having any outside storage areas for pets.

STAFF STORAGE

Provide a conveniently located area for staff to store furniture, mattresses, maintenance materials, equipment, and other miscellaneous items.

CLOTHING STORAGE & DISTRIBUTION

Many operators provide clean, donated clothing for shelter clients, and space for storage and distribution is best provided on the ground floor. Fittings should include clothing hangers, and shelving for folded goods. A countertop and small change room, as well as a separate space for receiving and sorting clothing (preferably with vehicle parking access) are desirable. In larger shelters, this space can be provided within a basement, and may be associated with underground parking.

5.8 ACTIVITY SPACE/TEMPORARY BED



Figure 21: Example of donated clothing storage space, Rock Bay Landing

SPACES

Where space permits, the following rooms should be included in the shelter design, and sized appropriately:

COMPUTER AREA/LIBRARY ROOM

This space would allow shelter users to charge personal electronic devices, and/or use a shared computer for employment searches and training purposes.

MULTI-PURPOSE ROOM

The facility may provide for a multi-purpose room, which can be used for meetings, training classroom, social services programs, activities/art space, or temporary bed spaces in extreme weather. This area may also be used as a family meeting space for parents and children in a mixed gender shelter, or as a quiet area for people to relieve stress caused by the noise and crowded conditions associated with shelter operations – this is particularly important for elderly persons, people with mental health illnesses, and parents with young children.

Design, via furniture configuration or a second access, should allow staff to exit the room unimpeded.

Shelter Sleeping Accommodation

Sleeping accommodation is the central service of a shelter. Many of the shelters proposed for upgrading currently accommodate clients through bunk beds in multiple rooms. This has, in part, arisen out of necessity, as shelters have sought to increase accommodation to meet demand within existing buildings. However, large rooms containing bunk beds are not recommended for new shelters. Sleeping accommodations should be provided through multiple rooms with single, rather than bunk, beds. This strategy provides the following advantages:

- Mobility-impaired individuals have easier access to beds, and in between beds;
- Potential for conflict is reduced by the provision of more space;
- Accommodation is more dignified because it recognizes the value of the individuals, and avoids the perception of warehousing.







Figure 22: Example of women's 3-bed room with sink & lockers, Rock Bay Landing

6.1 MULTI-BED CONFIGURATIONS

The preferred format for sleeping accommodations in new shelters is single beds in small rooms. Large shelters, with multiple single bedrooms, will require extensive corridor space, necessitating the need to consider multi-bed sleeping accommodation where available space is limited. The number of beds per room will, in part, be determined by shelter size, community need, and the diversity of the clients in the shelter. To accommodate clients, such as families or couples, single rooms should be provided.

The recommended maximum number of beds per room is four, efficiently accommodating individuals without overcrowding (see Figure 25).

The four-bed format can also be reconfigured as a three-bed layout that includes a shower and toilet, with a separate sink in the location of the fourth bed. The three and four-bed configurations offer the design opportunity for two rooms to be combined into a small apartment in the future. Shelters may also include one and two-bed configurations – one-bed spaces can accommodate individuals with couples, single parents with children, individuals with disruptive sleeping patterns, or other behavioral issues. The minimum required floor area for each bed space is 4.6 m² (50 sf).



Figure 23: Example of women's 2-bed room with sink & lockers, Powell Place

Minimum recommended floor areas are:

- Single bed Minimum 3.0 m x 3.9 m (9.8 ft x 12.8 ft), with or without washroom
- Single bed Minimum 3.9 m x 4.0 m (12.8 ft x 13 ft), with disabled access, with or without washroom
- Two-bed Minimum 2.8 m x 4.3 m (9.2 ft x 14.1 ft), without washroom
- Three-bed Minimum 3.5 m x 5.3 m (11.5 ft x 17.4 ft), with washroom
- Four-bed Minimum 3.5 m x 5.3 m (11.5 ft x 17.4 ft), with no washroom

Other recommended features to include:

- A locker and small side table, as well as a durable wall mounted light fixture, should be provided for each bed in multi-room configurations;
- Wall, floor, and ceiling assemblies between bedrooms should target an STC rating of 50;
- Provide awning or casement type opening windows;
- For storage in the rooms, provide additional closet area or shelves if required.

6.2 DORMITORY ROOM CONFIGURATIONS

In upgraded shelters, where space is limited and a dormitory configuration is selected, the recommendation is a maximum of eight single beds per room, with a minimum of 4.6 m² (50 sf) per bed.

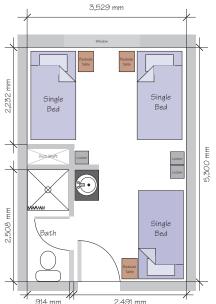
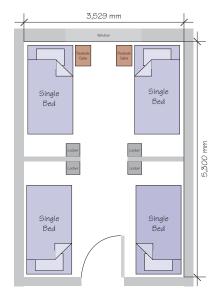


Figure 24: Typical 3-bed women's sleeping space (18.7 m²), Rock Bay Landing (based on original drawings from Jensen Group Architects)

Figure 25: Typical 4-bed men's sleeping space (18.7 m²), Rock Bay Landing (based on original drawings from Jensen Group Architects)



6.3 CONFIGURATIONS FOR GENDER

When a shelter provides accommodation for a mix of genders, the proportion of beds for each can be difficult, given that numbers can vary significantly. Sleeping areas must be separate and secure. Designing sleeping accommodations to be flexible and easily varied for different gender proportions can be done, but is difficult. To create this opportunity, issues of security, fire exiting, and washroom access must be considered.

6.4 FLEXIBLE TEMPORARY BED SPACES

Where possible, shelters should consider providing flexible space for extreme weather conditions, and the provision of an overflow area for sleeping mats. The square footage of the space will depend on shelter size, but the space should include storage cupboards for sleeping mats. A multi-purpose room, the main dining room, or a women-only meeting room may offer opportunities for this type of temporary space.

Ancillary & Utility Services

7.1 JANITORIAL ROOMS

A janitorial room should be provided on the ground floor, and include a precast, slip-resistant floor, floor-mounted mop sink, and wall-mounted faucet, with provision for a hose end. In larger shelters with multiple floors, additional janitorial rooms should be provided on the upper floors (e.g., one every third floor), as required for efficient access, and should be located close to elevators.

In addition to a floor drain, each room should have appropriate fixtures and fittings for cleaning equipment storage, including commercial grade shelving. Sufficient mechanical ventilation is required in these areas.

7.2 MECHANICAL/ELECTRICAL ROOMS

Mechanical and electrical rooms should be located as close as possible to the entry point for utilities to allow for efficient distribution, including space and access for servicing. Where these service rooms are located adjacent to shelter sleeping areas, additional noise and vibration measures must be incorporated to ensure these systems do not disrupt residents. Refer to BC Housing's *Design and Construction Standards*.

7.3 RECEIVING/LOADING DOCK

Easy access for transporting food supplies from the street to the kitchen should be provided. The size of the receiving/loading area should be relative to a shelter's overall size.

7.4 GARBAGE & RECYCLING

A contained, easily accessible exterior area is needed for regular garbage and recycling pick-up. Ideally, constructed with a high impact concrete floor and walls, and a floor drain, this space should have adequate room to house a garbage skip, recycling bins, hose bib, and a hose with a hand sprayer. If required, mechanical ventilation could be included for odour control.

7.5 HEAT TREATMENT ROOM

The provision of a heat treatment room will be project specific. Shelters will need to provide a heat treatment (or bed bug treatment) room within their facilities, or in an outside area to prevent and manage bed bug infestations for shelter users' belongings or furnishings. See BC Housing's *Design Guidelines and Construction Standards, Section 5* for further specifications for this type of space.



Figure 26: Example of "bed bug" room, 3030 Gordon

Outdoor Spaces

Outdoor shelter space provides the opportunity for a range of important functions, and avoids impacting public sidewalks. Interior courtyards, or areas screened by the building or wall/fencing, should be considered. Outdoor spaces can include:

8.1 SMOKING AREAS

Smoking remains common among shelter users, so a smoking area is important. This area must comply with provincial legislation, or local authorities having jurisdiction, that prohibits smoking within three metres (9.8 ft) of windows and doorways. Where there is a conflict, the more stringent legislation will apply.

8.2 STORAGE

Many shelter users require a secure outdoor space for parking of shopping carts and bikes.

8.3 AMENITY SPACE

Consider a weather-protected area - an awning, gazebo, or similar - for outdoor seating, and a sorting space. Within staff sightlines, this area should be universally accessible from the main building, and provide seating that is universally designed.

Where required by the operator, a common garden area can be provided for shelter residents to have the experience of planting and producing food, as well as for therapeutic effects.



Figure 27: Example of outdoor courtyard, Our Place



Figure 28: Example of outdoor space, 3030 Gordon



Figure 29: Example of outdoor garden area, 3030 Gordon

8.4 ADEQUATE PARKING FOR STAFF & VISITORS

Municipalities usually recognize parking needs for shelters will be limited, depending on the building's location and staffing levels. In accordance with municipal requirements, parking for staff and visitors will need to be provided. The area should be secure, well lit, and subject to security camera surveillance.

Finishes, Materials & Building Systems

9.1 MATERIALS & FINISHINGS

Material selection and finishes should reflect client type, durability, ease of maintenance, and local availability. Material choices reduce the opportunity for vandalism or abuse. Refer to BC Housing's *Design Guidelines and Construction Standards, Section 5* for detailed requirements of interior and exterior finishes. A few highlights include:

- **Flooring.** Use resilient sheet flooring with flash cove base throughout. For bathrooms, laundry, and common kitchen areas, slip-resistant sheet flooring with flash cove base is recommended. Low maintenance, no-wax, and non-glare finishes are required.
- **Doors.** For renovation and conversion projects, the configuration of existing doors, and opener sizes, should be reviewed to ensure they meet current Building Code requirements. All exterior doors and interior common area doors should have clear openings of 900 mm (3'-0") with level or roll-over thresholds for accessibility, and lever handles for ease of operation.
- **Glazing.** Maximize glazing (using safety glass) for doors into public areas, laundry rooms, fire separations, and exit stairs, as permitted by the Building Code, to enhance security.
- Windows. Utilize awning or casement windows, and consider security when determining size, location, and style. For renovation projects, review the configuration of existing windows, opener sizes, and sill heights to ensure they meet current Building Code requirements. When design permits, provide windows in stairways and corridors to introduce natural lighting.
- **Hardware.** For all doors, windows and millwork, hardware should be easily operable by those with limited strength and dexterity. The design team should consult with the operator and maintenance personnel before choosing these products.

- **Drywall & Paint.** Abuse-resistant drywall should be considered for areas of potentially high damage. Walls and ceilings in common and sleeping areas should be finished with painted gypsum board. Suspended ceiling tiles should be avoided.
- Infestation Control. To prevent insects and bed bugs from getting behind baseboards and walls, provide a continuous bead of sealant along:
 - The joint between the finished floor and the bottom of the wall sheathing; and
 - The top edge and underside of the baseboard.

For existing buildings, diatometious earth can also be used as a natural pesticide behind baseboards and walls.

- Millwork. It is recommended that commercial kitchen, bathroom, and common laundry cabinetry be located on legs so wet floors do not degrade the product.
- **Furniture.** Common area furniture, shelter beds, and furniture in sleeping areas should be made from durable, bed-bug proof, vandal-resistant materials, and secured by sturdy anchor points, if required.

9.2 BUILDING SYSTEMS

SECURITY SYSTEM

Building security system design should correspond with operational capacity and staffing levels. Security measures may include access control, camera surveillance systems, security alarms, emergency call buttons, etc., and be based on a risk assessment of a facility, and an operator's requirements. When planning these systems, it is advisable to engage security experts to assess the types of technology available, and possible locations for installation in consultation with operational staff.

A few things to consider are:

- In general, avoid entrapment spaces (e.g., in elevators, stairwells, and long hallways);
- Elevators, stairwells, and hallways should be well lit and subject to camera surveillance;
- At a minimum provide cameras at main entry points into the building, including all exit and entry doors, all common hallways, staircase, elevator, exterior parking area, common rooms, and any exterior storage areas (but not in the sleeping areas or washrooms);
- Provide delayed egress/alarmed fire exit doors;
- Shelter users should only have access to their own floors, rooms, and designated common areas that include tamper-proof electric strikes, card readers, or suitable

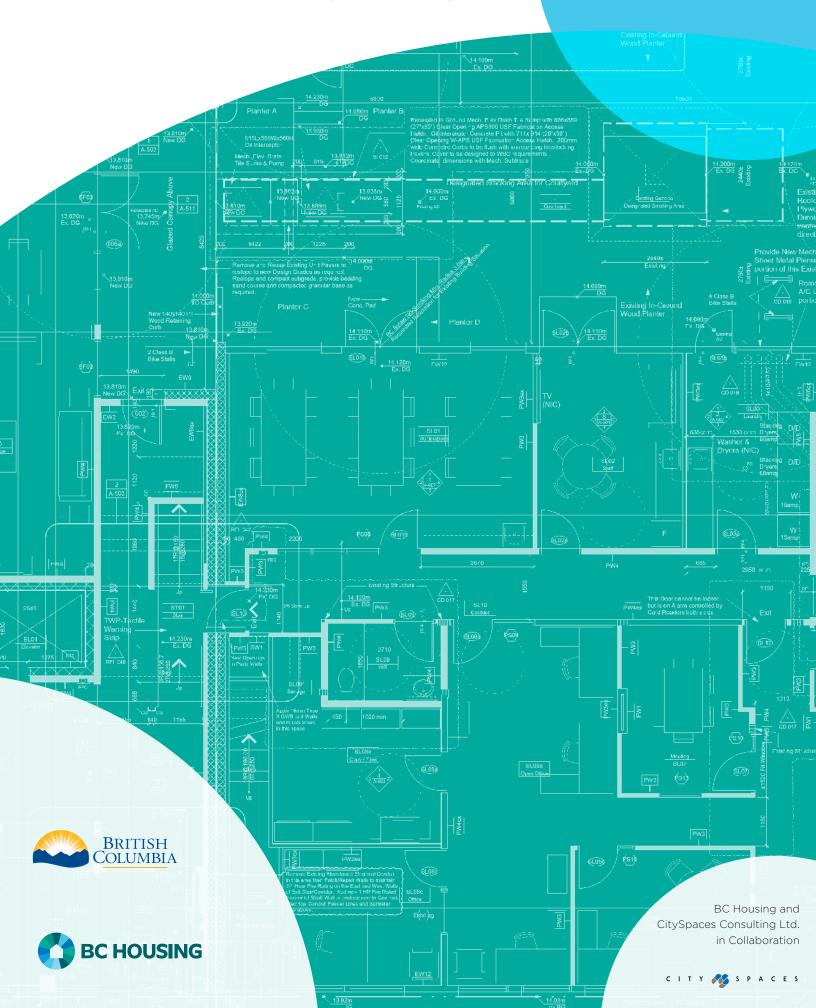
- locksets where required (e.g., in co-ed shelters, women-only areas are accessible only by women);
- In order to respond to emergencies, installation of intercoms or emergency call buttons in sleeping rooms, medical rooms, and washrooms can be considered.

MECHANICAL & ELECTRICAL SYSTEMS

- In addition to considering a building's energy requirements, mechanical and electrical system design should optimize reductions in greenhouse gas emissions, and the total life-cycle costs of the building and consider passive design strategies as outlined in Section 3 - Energy and Environmental Design, BC Housing Design Guidelines and Construction Standards:
- A central boiler and storage tank system is the preferred option for multi-unit projects due to maintenance accessibility and serviceability;
- Hot water temperature must not exceed 49°C (120°F) at points of use by residents. Hot water storage tank shall not be below 60°C (140°F) to control the propagation of Legionella bacteria. Provide hot water distribution to common kitchen areas and for janitor sinks at 60°C (140°F);
- All showers shall be provided with thermostatic mixing valves and all other faucets shall be provided with temperature limit stops. The shower valves and faucets shall be set to maximum hot water temperature of 49°C (120°F);
- Indoor air quality is especially important for shelters, and must be considered when designing mechanical and ventilation systems;
- Adjustable lighting levels will enhance efficiency. Light fixtures in multi-bed configurations should be adjustable, and controlled by shelter users;
- A sprinkler protection system is required for all shelters. For renovation and conversion projects, installation of a sprinkler system can impact other fire detection and alarm systems, so a system review should be completed prior to undertaking any sprinkler installation;
- A fire detection, alarm system, and fire plan should be prepared, as required by the BC Building Code and local authorities having jurisdiction. Fire alarms, with flashing strobe lights for residents with hearing impairments, are also required;
- Choice of plumbing fixtures, shower heads, water closets, light fixtures, and sprinkler heads should consider ease of maintenance, supplier availability, and consistency of the application within the facility.

- In areas susceptible to damage, all equipment and wiring devices (including light fixtures, pull stations, exit lights, etc.) should be protected by wire guards or polycarbonate boxes. These locations include storage, janitorial, mechanical, electrical, and similar places.
- Depending on the type of clients and the size of the facility, new shelter design may consider incorporating an emergency back-up generator.

Attachment H - BC Housing Shelter Design Guidelines, September 2017





DEPARTMENT OF THE ARMY ALASKA DISTRICT, U.S. ARMY CORPS OF ENGINEERS REGULATORY DIVISION P.O. BOX 22270 JUNEAU, ALASKA 99802-2270

July 7, 2014

Regulatory Division POA-1985-281

Ms. Evelyn Rousso NorthWind Architects 126 Seward Street Juneau, Alaska 99801

Dear Ms. Rousso:

This letter responds to your February 25, 2014, request for a Department of the Army (DA) jurisdictional determination. It has been assigned number POA-1985-281, Jordan Creek, which should be referred to in all correspondence with us. The project site is located within Section 31, T. 40 S., R. 66 E., Copper River Meridian; USGS Quad Map Juneau B-2; Latitude 58.360244° N., Longitude -134.57754° W.; Borough; Valley Centre Subdivision, Block H, Lots 4, 6A, 7A, 8A, 9A, 10A, and 11A; in Juneau, Alaska.

Based on our review of the information you provided and our June 6, 2014 site visit, we have determined the subject property does not contain waters of the United States (U.S.) under Corps jurisdiction. Therefore, a DA permit is not required. A copy of the Approved Jurisdictional Determination form is available at: www.poa.usace.army.mil/Missions/Regulatory/JurisdictionalDeterminations.aspx under the above file number. Please contact us if you decide to alter the method, scope, or location of your proposed activity.

This approved jurisdictional determination is valid for a period of five (5) years from the date of this letter, unless new information supporting a revision is provided to us before the expiration date.

Enclosed is a Notification of Administrative Appeal Options and Process and Request for Appeal form regarding this approved jurisdictional determination (see section labeled "Approved Jurisdictional Determination").

Section 404 of the Clean Water Act requires that a DA permit be obtained for the placement or discharge of dredged and/or fill material into waters of the U.S., including jurisdictional wetlands (33 U.S.C. 1344). The Corps defines wetlands as those areas that are inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions.

Section 10 of the Rivers and Harbors Act of 1899 requires that a DA permit be obtained for structures or work in or affecting navigable waters of the U.S. (33 U.S.C. 403). Section 10 waters are those waters subject to the ebb and flow of the tide shoreward to the mean high water mark, and/or other waters identified by the Alaska District.

Nothing in this letter excuses you from compliance with other Federal, State, or local statutes, ordinances, or regulations.

	Please contact me via email at Matthew.T.Brody@usace.army.mil, by mail at the address above, or
I	by phone at (907) 790-4493, if you have questions. For more information about the Regulatory Program
ı	please visit our website at http://www.poa.usace.army.mil/Missions/Regulatory.aspx.

Sincerely,

Matthew Brody Regulatory Specialist

Enclosures

POA-1985-281, St Vincent de Paul Jordan Creek Attachment I- USACE Jurisdictional Determination and e-mail





Legend

Review Area
Uplands 1.32 acres

0 25 50 100 Feet

Irene Gallion

From: Mariya Lovishchuk <lovishchuk.mariya@gmail.com> Thursday, January 30, 2020 6:45 PM Sent: Irene Gallion To: Cc: Bruce Denton BCD; Sherri von Wolfe **Subject:** Re: [Non-DoD Source] Determination Expired (UNCLASSIFIED) EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS Great! Thank you, Irene Sent from my iPhone On Jan 29, 2020, at 2:41 PM, Irene Gallion Irene.Gallion@juneau.org wrote: Hi Mariya et. al., That is sufficient. I've put a note in our database. If I am ever not around and it comes up, ask the planner or tech to look in Govern under "parcel tags" for information. Thank you! **IMG** From: Mariya Lovishchuk <lovishchuk.mariya@gmail.com> Sent: Wednesday, January 29, 2020 2:46 PM To: Bruce Denton BCD

Sprucecdenton@gmail.com>; Sherri von Wolfe <svonwolfe@sailinc.org>; Irene Gallion < Irene. Gallion@juneau.org> **Subject:** Fwd: [Non-DoD Source] Determination Expired (UNCLASSIFIED) EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS Hi Irene, Could you please see below and let me if it's sufficient? Thank you Mariya

Begin forwarded message:

From: "Brody, Matthew T CIV USARMY CEPOA (USA)"

<Matthew.T.Brody@usace.army.mil>

Date: January 29, 2020 at 11:31:16 AM HST

To: "lovishchuk.mariya@gmail.com" <lovishchuk.mariya@gmail.com>

Subject: FW: [Non-DoD Source] Determination Expired (UNCLASSIFIED)

CLASSIFICATION: UNCLASSIFIED

Mariya,

The attached Jurisdictional Determination identified the review area as Uplands and is therefore not within our jurisdiction. You do not need to obtain anything from us because we do not have authority over uplands. Unless conditions on site have changed and you believe that there may be waters of the U.S. that were not previously present, I do not see a need to investigate further. Please give me a call if you have questions or would like clarification.

Matthew Brody Regulatory Specialist U.S. Army Corps of Engineers 907-790-4493

----Original Message----

From: Vigil, Randal P CIV USARMY CEPOA (US)

Sent: Monday, January 27, 2020 9:30 AM

To: Brody, Matthew T CIV USARMY CEPOA (USA)

<Matthew.T.Brody@usace.army.mil>

Subject: FW: [Non-DoD Source] Determination Expired

----Original Message----

From: Mariya Lovishchuk [mailto:lovishchuk.mariya@gmail.com]

Sent: Sunday, January 26, 2020 9:50 AM

To: Matthew.T.Brody@usace.army; Vigil, Randal P CIV USARMY CEPOA

(US) <Randal.P.Vigil@usace.army.mil>; Sherri von Wolfe

<svonwolfe@sailinc.org>

Subject: [Non-DoD Source] Determination Expired

Hi Randal,

I hope you are doing well.

We are currently in the design and development process for an emergency shelter and a non-profit center. They will be located on Teal Street in Juneau, as specified in the attached document.

We just noticed that the attached determination expired in 2019.

We are hoping to get an update issued so that we can move forward with our project.

Please advise

Thank you very much

Mariya

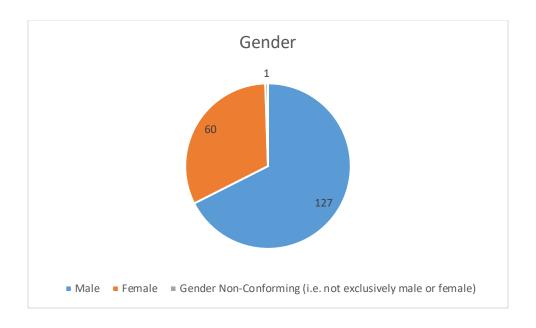
--

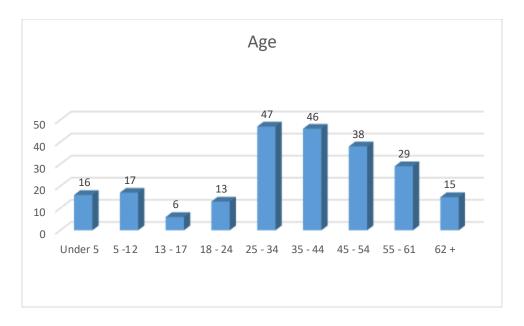
__

Mariya Lovishchuk
Executive Director, TGH
Project Coordinator, JHFC
"Serving Those Most in Need"
247 S. Franklin Street
Juneau, AK 99801
Phone (907) 586-4159
Fax (907) 586-4304
www.feedjuneau.org <Blockedhttp://www.feedjuneau.org>
TGH is a United Way Agency

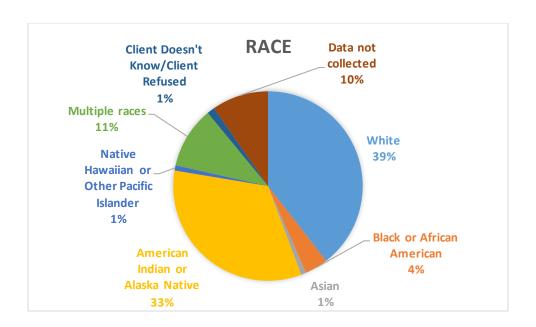
CLASSIFICATION: UNCLASSIFIED

Juneau Homelessness 1/1/2020 through 6/19/2020 Data collected through the Coordinated Entry system





Attachment J - Juneau homelessness number, 1/120 - 6/19/20



Total served in Calendar Year 2019: 407

Total served in Calendar Year 2018: 493

Attachment K - CDC Non-Congregate Approaches to Sheltering for COVID-19

NON-CONGREGATE APPROACHES TO SHELTERING FOR COVID-19 HOMELESS RESPONSE

Continuums of Care considering non-congregate approaches to sheltering people who are homeless that are symptomatic or in high risk categories, such as seniors or people with chronic illness, should consider the following guidance when designing local approaches. Coordination with public health partners is essential in design, resource investment and staffing considerations.

PLACEMENT: Comprehensive screening and triage in place to refer to site and prioritize placement

	PLACEMENT: Comprehensive screening and triage in place to refer to site and prioritize placement				
	Best Practice Approach: Private Individual Rooms	Better Approach: Individual Rooms/Semi-Private Spaces	Good Approach: Shared Spaces		
Target Population	 Individuals who are symptomatic after screening at shelter has been implemented Individuals who are pending testing or are close contacts of confirmed cases Individuals who are high riskⁱ with or without symptoms Individuals who are confirmed to be COVID-19 positive who do not need to be hospitalized 	 Individuals who are symptomatic after screening at shelter has been implemented Individuals who are confirmed to be COVID-19 positive who do not need to be hospitalized as long as all individuals in the space are COVID-19 positive 	 Individuals who are confirmed to be COVID-19 positive who do not need to be hospitalized as long as all individuals in the space are COVID-19 positive Individuals who are asymptomatic after screening at shelter has been implemented as long as all individuals in the space are asymptomatic. 		
Set-up	 Individual bedroom (walls on all sides and a door) Individual bathroom Individual HCV Personal cleaning supplies for an ill person's room and bathroom 	 Individual bedroom (walls on all sides and a door) If no existing walls, makeshift walls that are floor to ceiling should be created to create 6ft separation Limited shared bathroom with cleaning regiment Bathroom should be cleaned and disinfected after each use by an ill person Dedicate an entrance(s) or passageway(s) for infectious individuals when feasible. 	 Shared bedroom spaces with 6ft separation Makeshift walls that are floor to ceiling (if feasible) should be created Arrange all sleeping areas (including beds/cots) so that individuals are separated by putting a minimum of 6 feet between individual sleeping surfaces to prevent the spread of infections. Shared bathroom Bathroom should be cleaned and disinfected after each use by an ill person Dedicate an entrance(s) or passageway(s) for infectious individuals when feasible. 		
Staffing	 Onsite healthcare Transportation plan for closest hospital transport Staff shifts and crew configuration Cleaning schedules PPE available for staff Non-Congregate site management staff Case management staff Security 	 Identifying dedicated staff to care for COVID-19 patients. Telehealth options PPE available for staff Non-Congregate site management staff Security 	 Identifying dedicated staff to care for COVID-19 patients. Telehealth options PPE available for staff Non-Congregate site management staff Security 		

ⁱ Center for Disease Control: Corona Virus 2019 (COVID 19) Are you at higher risk for severe illness? https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/high-risk-complications.html