

# MEMORANDUM

CITY/BOROUGH OF JUNEAU  
155 South Seward Street, Juneau, Alaska 99801

**DATE:** August 11, 2005

**TO:** Planning Commission

**FROM:** Matthew Halitsky, Planner *M Halitsky*  
Community Development Department

**FILE NO.:** USE2005-00029 Allowable Use

**PROPOSAL:** An Allowable Use permit for the conversion of the St. Vincent de Paul Thrift Store into seven new apartments.

## GENERAL INFORMATION

**Applicant:** Interline Design

**Property Owner:** St. Vincent de Paul Society of Juneau

**Property Address:** 8617 Teal Street

**Legal Description:** Valley Centre BL 1 TR A

**Parcel Code Number:** 5-B15-0-107-007-1

**Site Size:** 40,000 Square Feet (0.9183 Acres)

**Zoning:** GC, General Commercial

**Utilities:** CBJ Water and Sewer

**Access:** Teal Street

**Existing Land Use:** Thrift Store

**Surrounding Land Use:** North - Honda Hut/Team Toyota  
South - Miscellaneous Commercial  
East - Cameron Plumbing & Heating  
West - Smith Hall



## **PROJECT DESCRIPTION**

The applicant requests an Allowable Use permit to convert the existing St. Vincent de Paul Thrift Store, located at 8617 Teal Street, into seven new residential apartments. A new thrift store, reviewed separately under USE2005-26, is proposed on a separate site located on the corner of Teal Street and Alpine Avenue. The seven additional dwelling units will augment the existing senior housing and family shelter rooms already located within the St. Vincent de Paul complex. Exterior changes to the building will be limited to the addition of doors and windows to accommodate the new dwelling units. Existing parking will be more than adequate to accommodate the change of use.

Under CBJ §49.25.300, an Allowable Use permit, with review by the Planning Commission, is required for multi-family housing over 5,000 square feet in the General Commercial Zone.

## **BACKGROUND**

The St. Vincent de Paul complex on Teal Street has gone through several modifications and additions over the past twenty years. In 1989, a 5,943 square foot group home was added to the complex. The Planning Commission approved additions to this group home in 1991, 1992, and 1993. The Planning Commission also approved a 4,800 second story addition in 1991. In 1996, the Commission approved the addition of ten family shelter rooms to the existing St. Vincent de Paul Society complex.

With the assistance of the CBJ Community Development Department, the St. Vincent de Paul Society received a federal Community Development Block Grant in 2004, totaling \$500,000 to convert the thrift store to the seven new housing units. These units are intended for individuals and families that are considered “graduates” from the transitional housing already existing on site, and are therefore considered long-term rentals.

## **ANALYSIS**

**Project Site** – As mentioned above, the St. Vincent de Paul Society complex on Teal Street is a mixture of residential and commercial uses, as well as administrative offices. The 38,000 square foot site includes 25 existing transitional housing units, three common kitchens, two common laundry rooms, eight shared individual bathing facilities, and a separate dining hall with kitchen. The current proposal is to convert the thrift store only. No exterior structural changes or additions are proposed to the existing 12,760 square foot structure. Existing landscaping and exterior lighting will be sufficient to accommodate the change of use.

**Project Design** – The current proposal under review is to convert the existing first-floor thrift store into five one-bedroom, and 2 two-bedroom residential rental units, along with a lounge area. A new thrift store will be located off site and reviewed under a separate application. The proposed remodel will require the addition of new plumbing and electrical services. New exhaust ventilation systems for the new restrooms, kitchens and laundries will also be included. The footprint of the existing structure will not change, and exterior alterations to the building will be limited to the addition of new doors and windows to accommodate the new apartments (Attachments E & G). Only the portion of the St. Vincent de Paul Society complex currently occupied by the thrift store will be affected by this proposal.

**Traffic** – The change of use from commercial retail to a less-intensive residential development will result in reduced traffic patterns and less congestion within the complex. Staff finds no evidence to suggest that traffic, noise, or congestion would increase as a result of this change in use.

**Parking and Circulation** – Significant changes to existing parking and circulation within the complex are not necessary as part of this proposal. The current parking requirement for the complex as a whole is 83 spaces. Twenty-two of these spaces are currently required as part of the existing thrift store. CBJ §49.40.210(a) requires 1.5 parking spaces for every one-bedroom unit, and 1.75 spaces for every two-bedroom unit within multifamily development. With 5 one-bedroom units and 2 two-bedroom units proposed, the total parking requirement for the change of use is eleven (11) spaces. Therefore, existing parking for the current thrift store is more than adequate to accommodate the new apartments.

**Landscaping** – There is a 10% vegetative cover requirement in the General Commercial Zone. For this 40,000 square foot site 4,000 square feet of vegetative cover is required. The interior remodel of the thrift store into apartments would not result in an expansion of the footprint of the building or directly involve other site work. Landscaping for the existing site was found to be in accordance with the St. Vincent de Paul master plan and reviewed and approved under AU-01-96 and DR-30-96. Under that master plan, landscaped areas are located mainly along the perimeter of the site, but play areas were also allowed to serve as landscaping areas. Eleven planters, as shown in Attachment A, also serve as landscaping. Staff finds that the existing landscaping, approved under previous Allowable Use and Design Review permits, meets the current vegetative cover requirement of 10% in the General Commercial Zone.

**Exterior Lighting** – No changes to exterior lighting are proposed as part of this change in use. Staff finds no evidence to suggest that the existing lighting presents a nuisance to the surrounding neighborhood.

**Signs** - A separate permit process per CBJ §49.45, Signs, requires that all signs proposed by the development be submitted to CDD staff for review and approval.

**Juneau Coastal Management Program** - The proposed development was reviewed for compliance with CBJ §49.70.900, the Juneau Coastal Management Program. The analysis reveals that no enforceable policies of the JCMP apply to this proposal.

Review of U.S. Fish and Wildlife Service mapped bald eagle nests revealed that no active nests are present on this parcel, or in the surrounding area of the proposed development.

### **FINDINGS**

CBJ §49.15.320 (e), Decision, states that the Planning Commission shall consider the Allowable Use permit application and shall review the Community Development Director's recommendation with respect to:

1. Whether the application is complete;
2. Whether the requested permit is appropriate according to the Table of Permissible Uses;
3. Whether the development as proposed will comply with the other requirements of this chapter; and,
4. Whether conditions are necessary for approval<sup>1</sup>.

The Commission shall approve the application and grant the permit unless it finds, by a preponderance of the evidence, that one or more of the criteria have not been met. In either case the Commission shall adopt written findings setting forth the basis for its decision.

**Per CBJ §49.15.320 (e) (1 through 4), Decision, the Director makes the following findings on the criteria for granting the requested Allowable Use approval:**

***1. Is the application for the requested allowable use permit complete?***

**Yes.** We find the application contains the information necessary to conduct a 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.

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<sup>1</sup> CBJ §49.15.320 (f)(1 through 12), Conditions on Approval, lists a set of conditions that may be placed on the requested Allowable Use permit approval

**2. *Is the requested permit appropriate according to the Table of Permissible Uses?***

**Yes.** The requested permit is appropriate according to the Table of Permissible Uses. The permit is listed at CBJ §49.25.300 section 1.300 for the General Commercial zoning district.

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

**Yes.** The proposed development complies with the other requirements of this chapter. Public notice of this project was provided in the [date] and [date] issues of the Juneau Empire's "Your Municipality" section, and a Notice of Public Hearing was mailed to all property owners within 500 feet of the subject parcel. Moreover, a Public Notice Sign was posted on the subject parcel, visible from the public Right-of-Way.

**4. *Are conditions necessary for approval of the requested Allowable Use permit?***

**No.** Based on the preceding staff analysis, it is found that conditions are not necessary for approval of the requested permit.

**Per CBJ §49.70.900 (b) (3), General Provisions, the Director makes the following Juneau Coastal Management Program consistency determination:**

**5. *Will the proposed development comply with the Juneau Coastal Management Program?***

**Not Applicable.** Based on the preceding staff analysis, it is found that no provisions of the Juneau Coastal Management Program apply to the proposed development.

**RECOMMENDATION**

It is recommended that the Planning Commission adopt the Director's analysis and findings and grant the requested Allowable Use permit. The permit would allow for the conversion of the existing St. Vincent de Paul Society Thrift Store, located at 8617 Teal Street, to seven residential apartments to be associated with the St. Vincent de Paul Society complex.

ALLEY

N 89° 38' 59" E 330.00'

75' 1" PLUMBING

40.0'

40.0'

40.0'

40.0'

110'

48.0'

100'

THRIFT STORE  
ADDITION

FAMILY CENTER

CAMERON  
PLUMBING  
6

N 00° 21' 00" W 190.00'

LOT 11

LOT 10

LOT 9

WORKSHOP

RECEIVED  
MAY 16 2005  
PERMIT CENTER/CDD

LOT 8  
61 PLUMBINGS

LOT 7

LOT 6  
61 PLUMBINGS

LOT 5

LOT 4  
61 PLUMBINGS

190.0'

S 89° 38' 59" W

LEAL STREET

ENTRANCE

ENTRANCE

28'-0"

28'-0"

28'-0"

11'-0" 1.5' SAND DRIVE

(4) LIGHT POLE TYPICAL

5'-11"

5'-11"

5'-11"

5'-11"

5'-11"

5'-11"

5'-11"

5'-11"

19'-0" TYPICAL

19'-0" TYPICAL

19'-0" TYPICAL

19'-0" TYPICAL

19'-0" TYPICAL

19'-0" TYPICAL

19'-0" TYPICAL

19'-0" TYPICAL

19'-0" TYPICAL

23.54

23.71

55.3

5.02'

10.30

4.01

4.00'

4.00'

4.00'

4.00'

4.00'

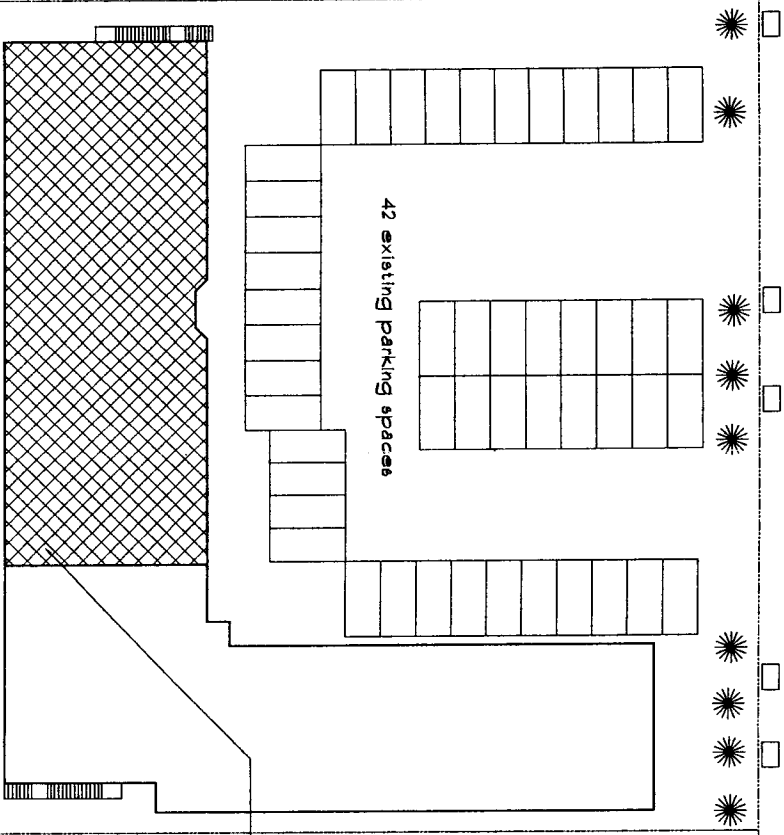
4.00'

4.00'

ATTACHMENT A

TEAL STREET

ALLEY



Owners: St. Vincent de Paul Society of Juneau  
 Address: 8611 Teal Street Juneau, Alaska 99801  
 Phone: 189-5535  
 Contact Person: Dan Auelin ph: 189-5124  
 Project Description: New 7 Unit Apartments to  
 replace Existing Thrift Store

Extent of remodel will be lower floor  
 in the existing Thrift Store space only

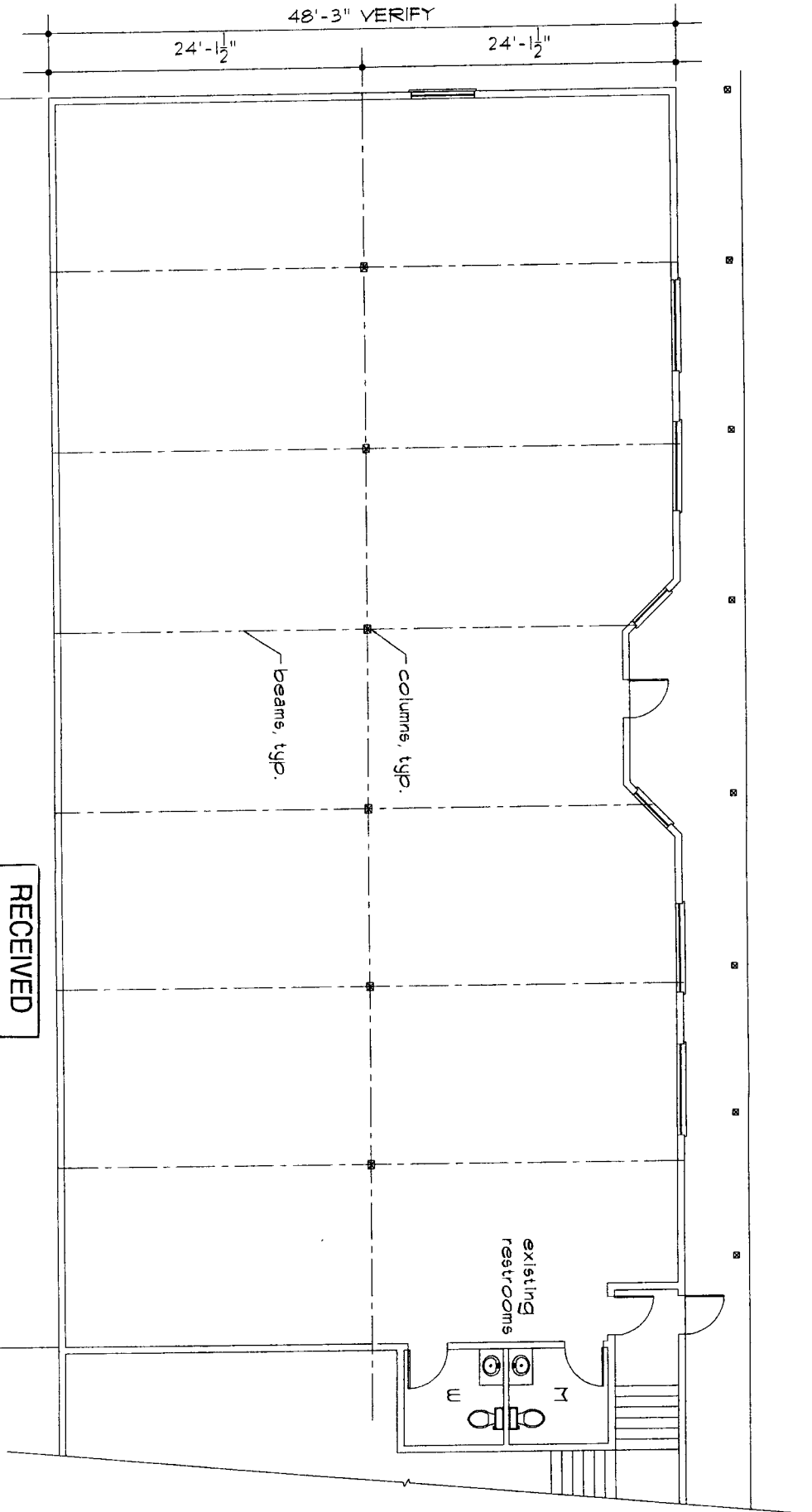
**RECEIVED**  
 MAY 16 2005  
 PERMIT CENTER/CDD

N  
 SITE PLAN  
 1/8" = 30'-0"

**ATTACHMENT B**

Interline Design  
 130 Seward Street 204  
 Juneau, AK  
 907-586-2757

date: 5/12/05 drawn: R/G job no: 05-024 sheet no: A-1 1 of 6	Site Plan proposed remodel for: <b>St. Vincent de Paul</b> 8611 Teal Street Juneau Alaska
	revisions



EXISTING THRIFT STORE FLOOR PLAN  
 Scale: 1/8" = 1'-0"


91'-4" VERIFY

RECEIVED  
 MAY 16 2005  
 PERMIT CENTER/CDD

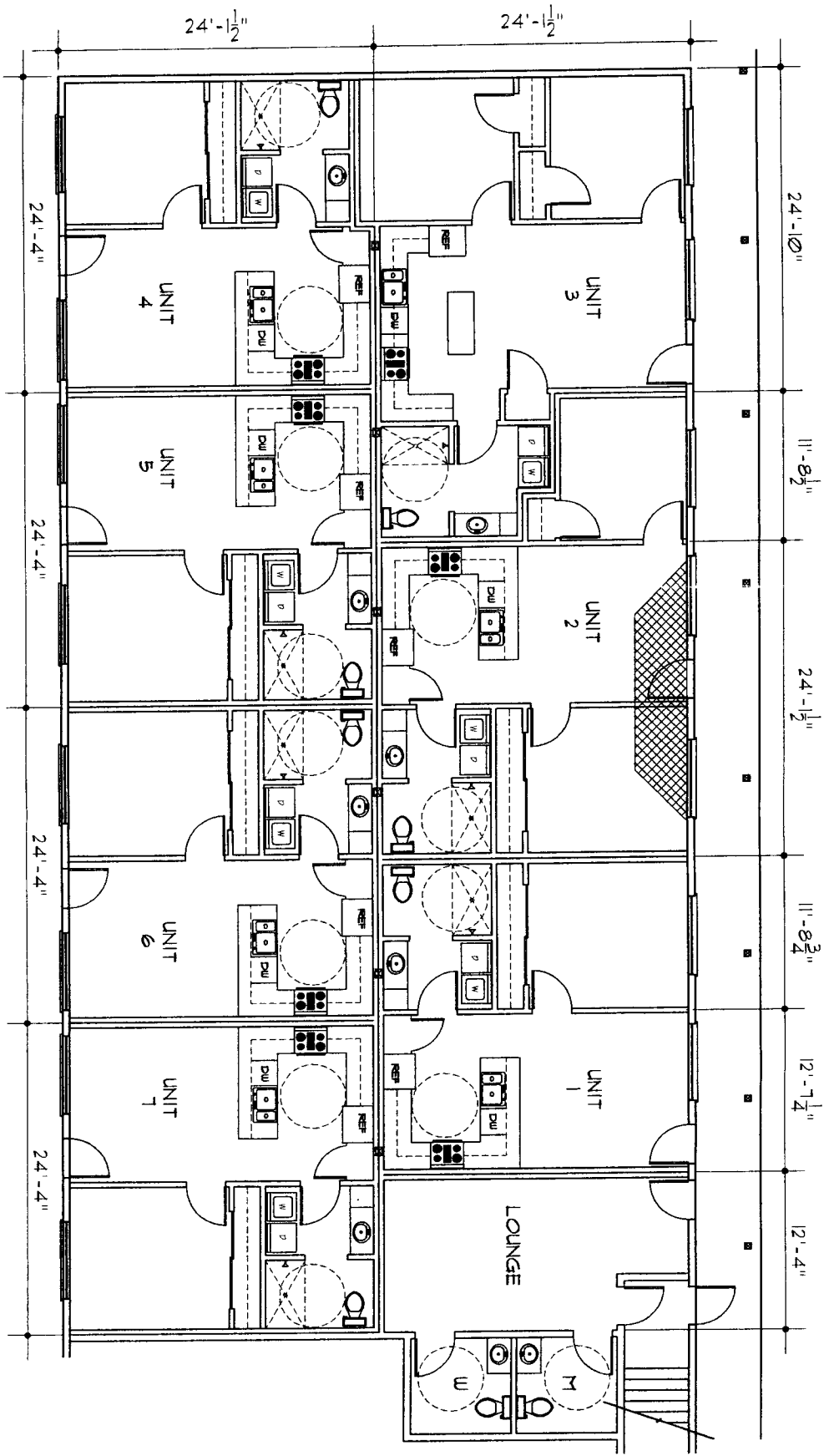
CONTRACTOR MUST VERIFY  
 ALL MEASUREMENTS

**ATTACHMENT C**

revisions date: 5/12/05 drawn: R/G job no: 05-024 sheet no: <b>A-2</b> 2 of 6	<b>Existing Floor Plan</b>
	proposed remodel for: <b>St. Vincent de Paul</b> 8617 Teal Street Juneau Alaska


**Interline Design**  
 130 Seward Street #204  
 Juneau, AK  
 907-586-2757



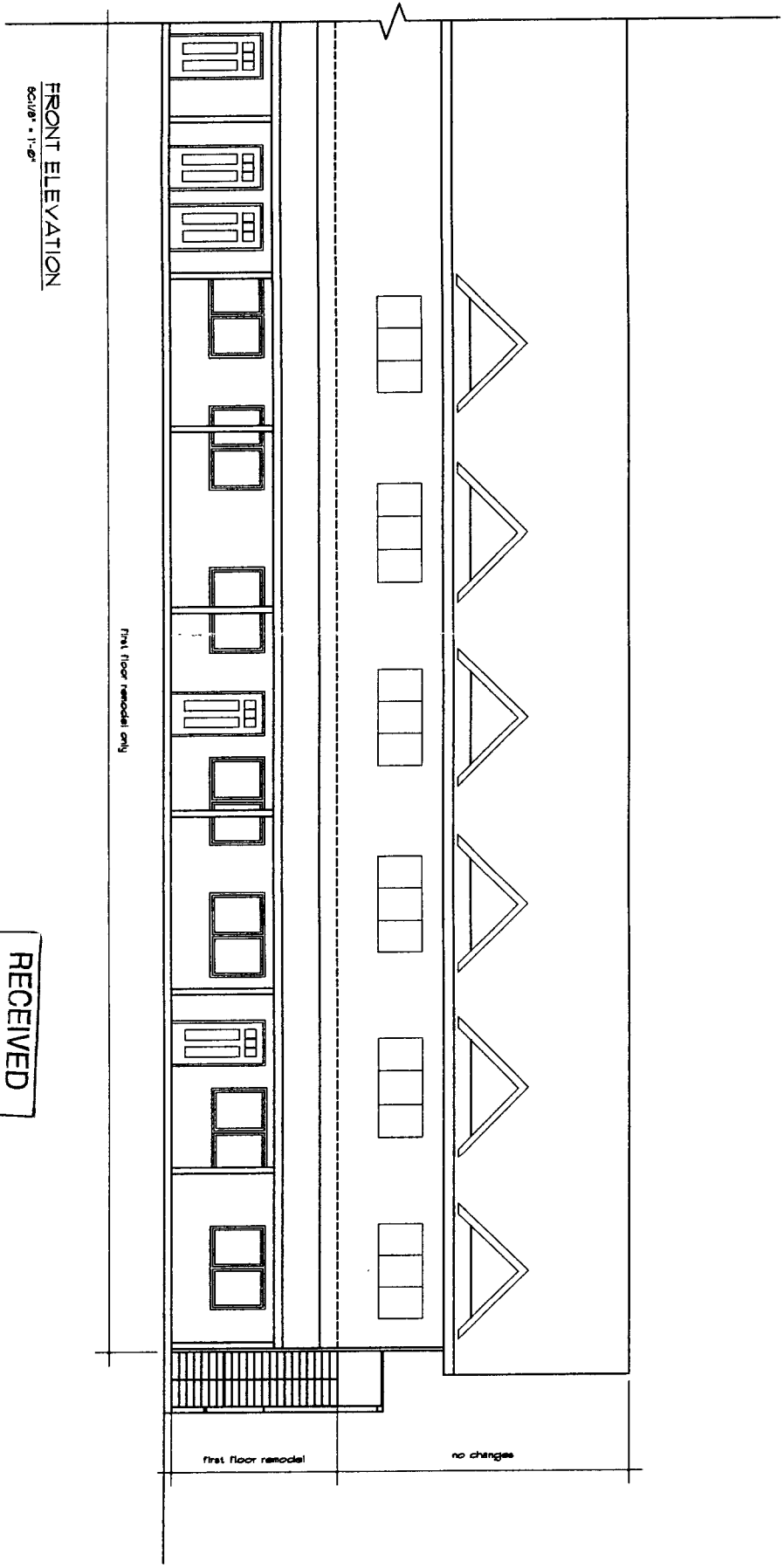


FIRST FLOOR PLAN  
Scale = 1/8" = 1'-0"

RECEIVED  
MAY 16 2005  
PERMIT CENTER/CDD

ATTACHMENT D

revisions date: 5/12/05 drawn: R/G job no: 05-024 sheet no: A-3 3 of 6	First Floor Plan proposed housing conversion for: <b>St. Vincent de Paul</b> 8617 Teal Street Juneau Alaska
	Interline Design 130 Seward Street #204 Juneau, AK 907-586-2757



FRONT ELEVATION  
scale = 1/8"

first floor remodel only


first floor remodel

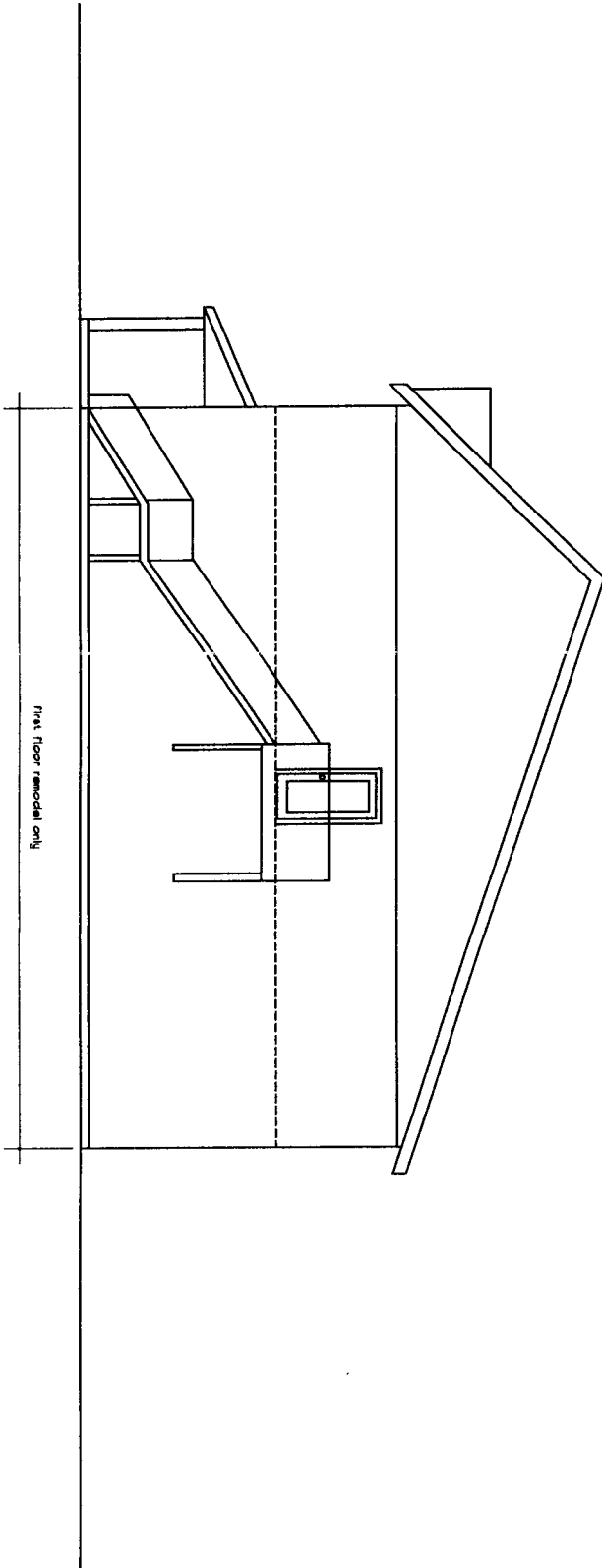
no changes

RECEIVED  
MAY 16 2005  
PERMIT CENTER / CDD

ATTACHMENT E

revisions A-4 4 of 6	date: 5/3/05 drawn: R/G job no: 05-024 sheet no:
	Front Elevation proposed remodel for: <b>St. Vincent de Paul</b> 8617 Teal Street Juneau, Alaska


 Interline Design  
 130 Seward Street #204  
 Juneau, AK  
 907-586-2757



RIGHT ELEVATION  
Scale: 1/8"

RECEIVED  
MAY 16 2005  
PERMIT CENTER/CDD

ATTACHMENT F

date: 5/12/05 drawn: R/G job no: 05-024 sheet no:	Right Elevation
	proposed remodel for: <b>St. Vincent de Paul</b> 8617 Teal Street Juneau, Alaska

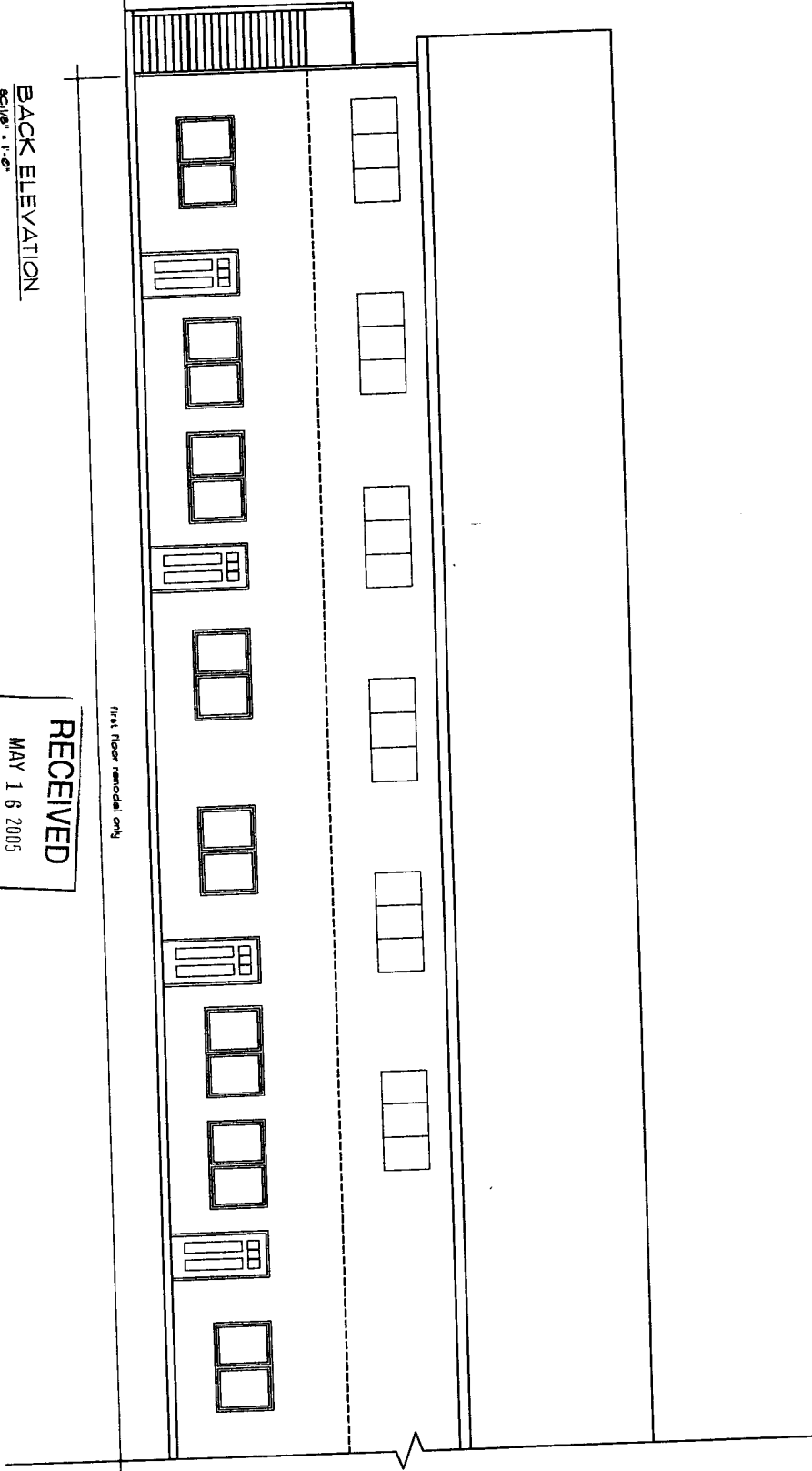
	<b>Interline Design</b> 130 Seward Street #204 Juneau, AK 907-586-2757
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A-5  
5 of 6

BACK ELEVATION  
SCALE: 1/4" = 1'-0"

RECEIVED  
MAY 16 2005  
PERMIT CENTER / CDD

Final floor remodel only



ATTACHMENT G

date: 5/12/05 drafter: R/G job no: 05-024	revisions	Back Elevation proposed remodel for: St. Vincent de Paul 8617 Teal Street Juneau Alaska
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sheet no:  
A-6  
6 of 6

Interline Design  
130 Seward Street #204  
Juneau, AK  
907-586-2757

# ALLOWABLE/CONDITIONAL USE APPLICATION

(APPLICANT PLEASE FILL IN TOP PORTION OF PAGE AFTER FIRST LINE AS A MINIMUM)

Project Number	Project Name <i>St Vincent's Apartment Remodel</i>	Case Number <i>USE 7005 00071</i>	Date Received <i>5/16/05</i>
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**DESCRIBE THE PROJECT FOR WHICH AN ALLOWABLE OR CONDITIONAL USE APPROVAL IS NEEDED. ATTACH A DETAILED DESCRIPTIVE LETTER ABOUT THE PROJECT DESCRIBED IN THIS APPLICATION.**

*Remodel of existing Thrift Store into seven new apartments. Two - 2 bedroom units & 5 - one bedroom units. Exterior changes to building will be limited to adding new doors & windows.*

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**MODIFICATION OF EXISTING APPROVAL?**  No  Yes - CASE NUMBER \_\_\_\_\_

**EXISTING USE OF LAND AND/OR BUILDING(S):**  
*Thrift Store, dining hall & kitchen, Single Room occupancies (25 existing) and administrative offices.*

**PROPOSED USE OF LAND AND/OR BUILDING(S):**  
*Change of use in the Thrift Store only. New use will be 7 apartments.*

**UTILITIES PROPOSED** WATER:  Public  On Site SEWER:  Public  On Site

**SITE DIMENSIONS:**  
Width 200 ft. Depth 190 ft. Total Area 38000 square feet

**DIMENSIONS OF STRUCTURE:** (Outside Dimensions)  
Length 180 ft. Width 40 ft. Height 34± ft. Total Area 12,760 square feet

**SIGNS:** Sign Approvals are a separate permit approval. Provide sign plan as an information item.

**EXTERNAL LIGHTING**  
Existing to remain  No  Yes - provide fixture information, illumination pattern, and location of lighting fixtures.  
Proposed  No  Yes - provide fixture information, illumination pattern, and location of lighting fixtures.

**PARKING**  
Existing Spaces: 42 Proposed Spaces: no additional

APPLICANT INFORMATION

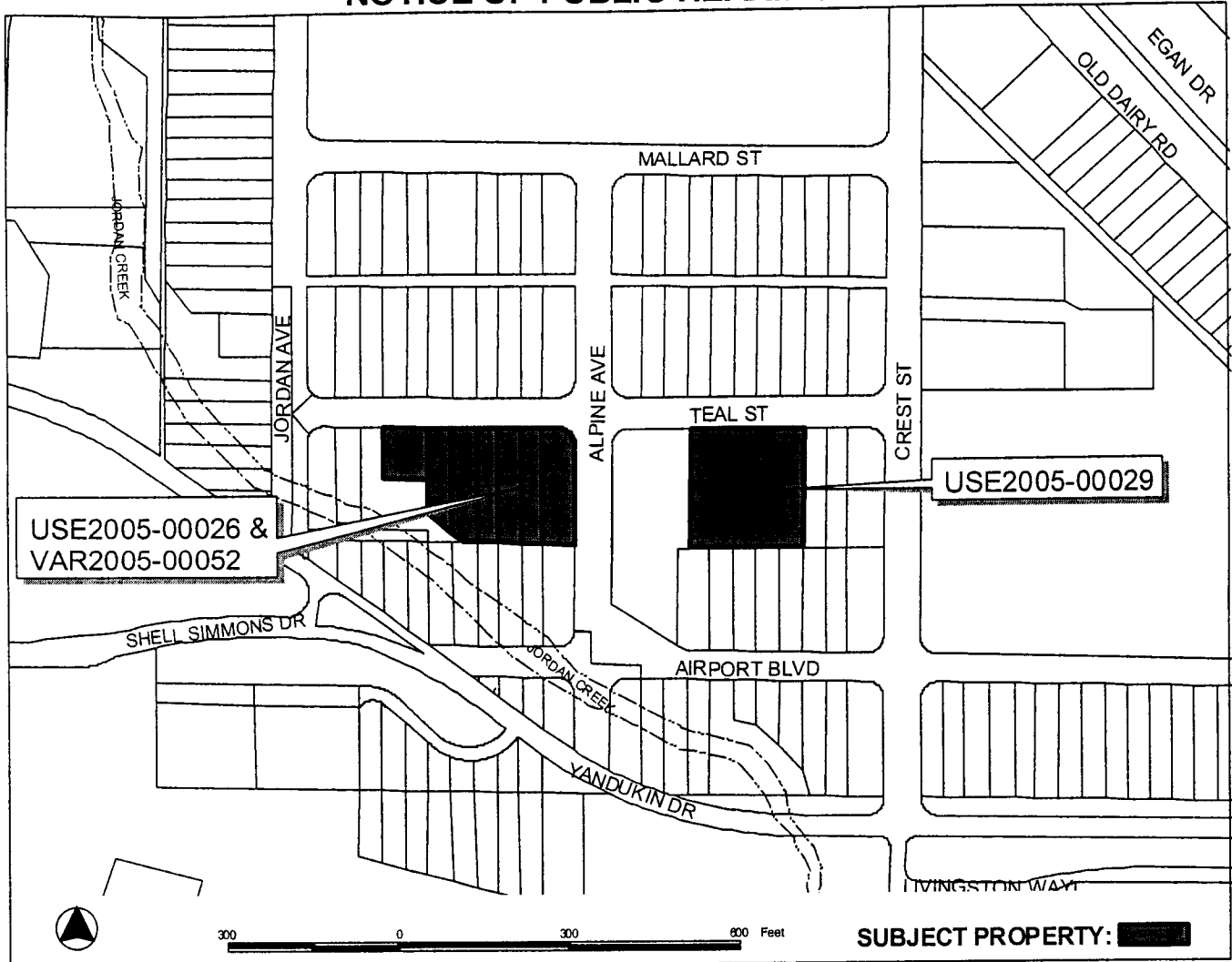
ATTACHMENT H

PLEASE NOTE: INCOMPLETE APPLICATIONS MAY NOT BE SCHEDULED FOR PLANNING COMMISSION ACTION. UNACCEPTED APPLICATIONS WILL BE RETURNED TO THE APPLICANT FOR COMPLETION.

CIRCLE TYPE OF PERMIT: ALLOWABLE USE / CONDITIONAL USE		TABLE OF PERMISSIBLE USES CATEGORY:		
	Fees	Check No.	Receipt No.	Date
Application Fees	\$ <u>40000</u>			
Adjustment	\$			
Public Notice Sign Fee	\$ <u>50.00</u>			
Public Notice Sign Deposit	\$ <u>100.00</u>			
<b>Total Fee</b>	\$ <u>55000</u>	<u>V001767</u>	<u>20327</u>	<u>5/16/05</u>

NOTE: MUST BE ACCOMPANIED BY "DEVELOPMENT PERMIT APPLICATION" FORM WHICH HAS LAND OWNER OR LESSEE CONSENT SIGNED

# NOTICE OF PUBLIC HEARING



ATTACHMENT I

**PROPOSAL USE2005-00026** - An Allowable Use permit for converting a thrift store into seven apartments  
**USE2005-00026** - An Allowable Use permit for a thrift store with warehouse space and a non-profit center with offices for non-profit agencies.  
**VAR2005-00052** - A Variance request to reduce the number of required parking spaces from 76 to 65 spaces.

**FILE NO:** USE2005-00026, VAR2005-00052 & **USE2005-00029**      **APPLICANT:** INTERLINE DESIGN  
**TO:** Adjacent Property Owners      **PROPERTY OWNER:** ST VINCENT DEPAUL SOCIETY  
**HEARING DATE:** August 23, 2005      **PROPERTY ADDRESS:** TEAL ST  
**HEARING TIME:** 7:00 P.M.      **PARCEL CODE NUMBERS:** 5-B15-0-106-003-0 through 5-B15-0-106-009-0 and 5-B15-0-107-007-1  
**PLACE:** **ASSEMBLY CHAMBERS**  
Municipal Bldg.  
155 South Seward St.,  
Juneau, Alaska 99801      **SITE SIZE:** USE2005-00026 & VAR2005-00052: 59,764 Square Feet  
USE2005-00029: 40,000 Square Feet  
**ZONING:** General Commercial  
**ACCESS:** TEAL ST

**PROPERTY OWNERS PLEASE NOTE:**  
You are invited to attend this Public Hearing and present oral testimony. The Planning Commission will also consider written testimony. You are encouraged to submit written material to the Community Development Department no later than 8:30 A.M. on the Wednesday preceding the Public Hearing. Materials received by this deadline are included in the information packet given to the Planning Commission a few days before the Public Hearing. Written material received after the deadline will be provided to the Planning Commission at the Public Hearing.  
If you have questions, contact Matt Halitsky at 586-0781, or e-mail: [Matthew\\_Halitsky@ci.juneau.ak.us](mailto:Matthew_Halitsky@ci.juneau.ak.us)  
Planning Commission Agendas, Staff Reports and Meeting Results can be viewed at [www.juneau.org/plancomm](http://www.juneau.org/plancomm).      Date notice was printed: August 10, 2005