

Municipality of Anchorage



*P.O. Box 390
Girdwood, Alaska 99587
<http://www.muni.org/gbos>
David Bronson, Mayor*

*GIRDWOOD VALLEY SERVICE AREA BOARD OF SUPERVISORS
Briana Sullivan & Mike Edgington, Co-Chairs
Jennifer Wingard, Brian Burnett, Guy Wade*

LETTER OF NON-OBJECTION

Municipality of Anchorage, Planning and Zoning Commission

May 20, 2024

RE: Conditional Use Permit for Triplex at 1550 Alyeska Highway

Planning and Zoning Commission,

The Girdwood Board of Supervisors and the Girdwood Land Use Committee request that the Planning and Zoning Commission include in the conditions of the Conditional Use Permit that Short Term Rental of these units is restricted. This request is in keeping with the Anchorage Assembly Housing Goals and will help to address the dire Long Term Residential housing crisis that Girdwood struggling to address.

This action is recommended by the Girdwood Land Use Committee at their regular meeting on May 13, 2024 by a vote of 24 in favor, 0 opposed.

With the addition of the condition stated above the Girdwood Board of Supervisors (GBOS), by a XX vote at the May 20, 2024 GBOS Special Meeting, has no objection to the proposed triplex at 1550 Alyeska Highway in the gR-1 zoning district.

Jennifer Wingard
GBOS Land Use Committee Supervisor

Witness

**PLANNING DEPARTMENT
STAFF ANALYSIS
CONDITIONAL USE**

DATE: May 20, 2024

CASE NUMBER: 2024-0049

APPLICANT: Joe Bell, 39 South, LLC

REPRESENTATIVE: Marco Zaccaro, Z Architects, LLC

REQUEST: Conditional use for between 4 to 8 dwelling units per acre in the GR-1 district

LOCATION: T10N, R2E, Section 18/19, Lot 64 39South

COMMUNITY COUNCIL: Girdwood Board of Supervisors

TAX NUMBER: 075-061-38-500

ADDRESS: 1550 Alyeska Highway, Girdwood, Alaska 99587

SITE: 1.25 acres

ZONING GR-1, Alyeska Highway mixed residential district

CURRENT LAND USE: Two duplexes

UTILITIES: Private well and public sewer

TOPO: Sloping downhill to the southeast

VEGETATION: Birch, spruce, and undergrowth

COMPREHENSIVE PLAN

Classification: "Single-Family Residential" in the 1995 *Girdwood Area Plan* Land Use Plan Map

SURROUNDING AREA

	NORTH	EAST	SOUTH	WEST
Zoning:	GR-1	GOS	GR-1	GR-1; GC-4
Land Use:	Vacant; Single-Family Residential	Undeveloped	Duplex; Single-Family Residential	Vacant; Single-Family Residential; Commercial

REQUEST

The GR-1 district requires a conditional use permit for residential lots with between four and eight dwelling units per acre. This is a request for conditional use approval of 5.6 dwelling units per acre on one lot in the GR-1 district.

In 2021, the Planning Department approved an administrative site plan review (Case 2021-0100) for the development of two duplexes. The petitioner is seeking to build a new townhouse-style triplex, which is phase two of this development.

AGENCY COMMENTS

None of the State and Municipal reviewing agencies objected to the conditional use request.

PUBLIC COMMENTS

One hundred sixty-four public hearing notices were mailed on April 25, 2024, and no responses were received. The Girdwood Board of Supervisors did not provide comments.

FINDINGS

AMC 21.03.080D. Conditional Uses - Approval Criteria.

The planning and zoning commission may approve a conditional use application if, in the judgment of the commission, all of the following criteria have been met in all material matters:

- 1. The proposed use is consistent with the comprehensive plan and all applicable provisions of this title and applicable state and federal regulations.**

The standard is met.

The 1995 *Girdwood Area Plan* Land Use Plan Map identifies the site as “Single-Family Residential.” The Plan states that the classification is intended for the following:

“This classification is for areas substantially developed for single-family residential purposes and are expected to remain so for the duration of the Plan, and for vacant areas best suited for single-family residential use.”

This conditional use would allow a total of seven dwellings on 1.25 acres. The Plan supports multi-family housing on lots fronting the Alyeska Highway up to eight dwelling units per acre with conditional use approval. The proposed lot

for this application meets the criterion because it fronts the Alyeska Highway and has 5.6 dwelling units per acre.

- 2. The proposed use is consistent with the purpose and intent of the zoning district in which it is located, including any district-specific standards set forth in chapter 21.04.**

The standard is met.

This conditional use for a townhouse-style triplex on 1.25 acres results in 5.6 dwelling units per acre because there are two duplexes already on the property. This density is consistent with the purpose and intent of the GR-1 district which is, "to continue the existing pattern of development as dwelling units are constructed on the remaining undeveloped lots, and to permit development of hostels, inns and multiple-family housing."

This property will have a total of three principal structures. The GR-1 district-specific standards require an administrative site plan review for more than one principal structure on a lot or tract. This conditional use review satisfies this requirement.

- 3. The proposed use is consistent with any applicable use-specific standards set forth in chapter 21.05.**

The standard is met.

The conditional use requirement is triggered by the addition of the triplex to the undeveloped portion of the lot. AMC Table 21.09-2 Table of Allowed Uses requires a conditional use for multi-family dwellings with between four and eight dwelling units per acre. The subdivision will result in 5.6 dwelling units per acre.

- 4. The site size, dimensions, shape, location, and topography are adequate for the needs of the proposed use and any mitigation needed to address potential impacts.**

The standard is met.

The site size, location, and topography are more than adequate for the triplex and existing duplexes on 1.25 acres. The site has direct access onto the Alyeska Highway. More multi-family housing of this type is needed in Girdwood because of the shortage of housing.

There is a stream that runs through the property from east to west. The structures meet the required stream setbacks and the driveway across the stream is already approved (USACE Permit # POA-2021-00133).

- 5. The proposed use will not alter the character of the surrounding area in a manner which substantially limits, impairs, or prevents the use of**

surrounding properties for the permitted uses listed in the underlying zoning district.

The standard is met.

The new townhouse-style triplex and the existing duplexes on the property will not alter the character of the surrounding area in a manner which substantially limits the use of surrounding properties. There is residential development north and south of the petition site. Municipally owned parkland (Girdwood Open Space) abuts the east boundary of the property. There is a commercial business on the west side of the Alyeska Highway, which runs along the west boundary of the petition site.

- 6. The proposed use is compatible with uses allowed on adjacent properties, in terms of its scale, site design, operating characteristics (hours of operation, traffic generation, lighting, noise, odor, dust, and other external impacts).**

The standard is met.

The total of seven dwellings on 1.25 acres is compatible with the surrounding properties. There are single-family homes and a duplex located on the north and south sides of this property. The proposed triplex does not contribute to incompatible traffic, noise, odor, dust, or other external impacts. New lighting will be directed down to the ground and fixtures will be designed to prevent light trespass.

- 7. Any significant adverse impacts anticipated to result from the use will be mitigated or offset to the maximum extent feasible.**

The standard is met.

The proposed triplex will not cause significant adverse impacts. The undeveloped portion of the lot is sitting vacant, and the proposed triplex is an efficient use of the property. The Girdwood community needs additional housing, and every new dwelling unit helps. No negative effects are anticipated from approval of this conditional use.

- 8. The proposed use is appropriately located with respect to the transportation system, including but not limited to existing and/or planned street designations and improvements, street capacity, access to collectors or arterials, connectivity, off-site parking impacts, transit availability, impacts on pedestrian, bicycle, and transit circulation, and safety for all modes.**

The standard is met.

There is a single driveway from this site onto the Alyeska Highway. The *Official Streets and Highways Plan* identifies the Alyeska Highway as a Class II Minor Arterial. The site will provide 16 parking spaces for the seven dwellings.

9. The proposed use is appropriately located with respect to existing and/or planned water supply, fire and police protection, wastewater disposal, storm water disposal, and similar facilities and services.

The standard is met.


The site is within the area served by Girdwood Fire Station Number 41. The Whittier Police Department provides police service. The property is connected to public sewer and has a private well, which is regulated by the State Alaska Department of Environment Conservation.

DEPARTMENT RECOMMENDATION

The Department recommends APPROVAL of the conditional use for seven dwelling units per acre in the GR-1 district, subject to the following conditions:

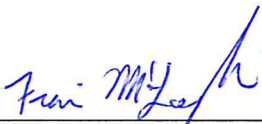
1. This approval is subject to the petitioner's application, narrative, and the following plans on file at the Planning Division.
2. Within one year, record a notice of zoning action and the resolution of approval with the State of Alaska Recorder's Office and provide proof to the Planning Department.

Reviewed by:



Craig H. Lyon
Director

Prepared by:



Francis McLaughlin
Senior Planner

(Case 2024-0049; Parcel ID No. 075-061-38-500)

2024-0049

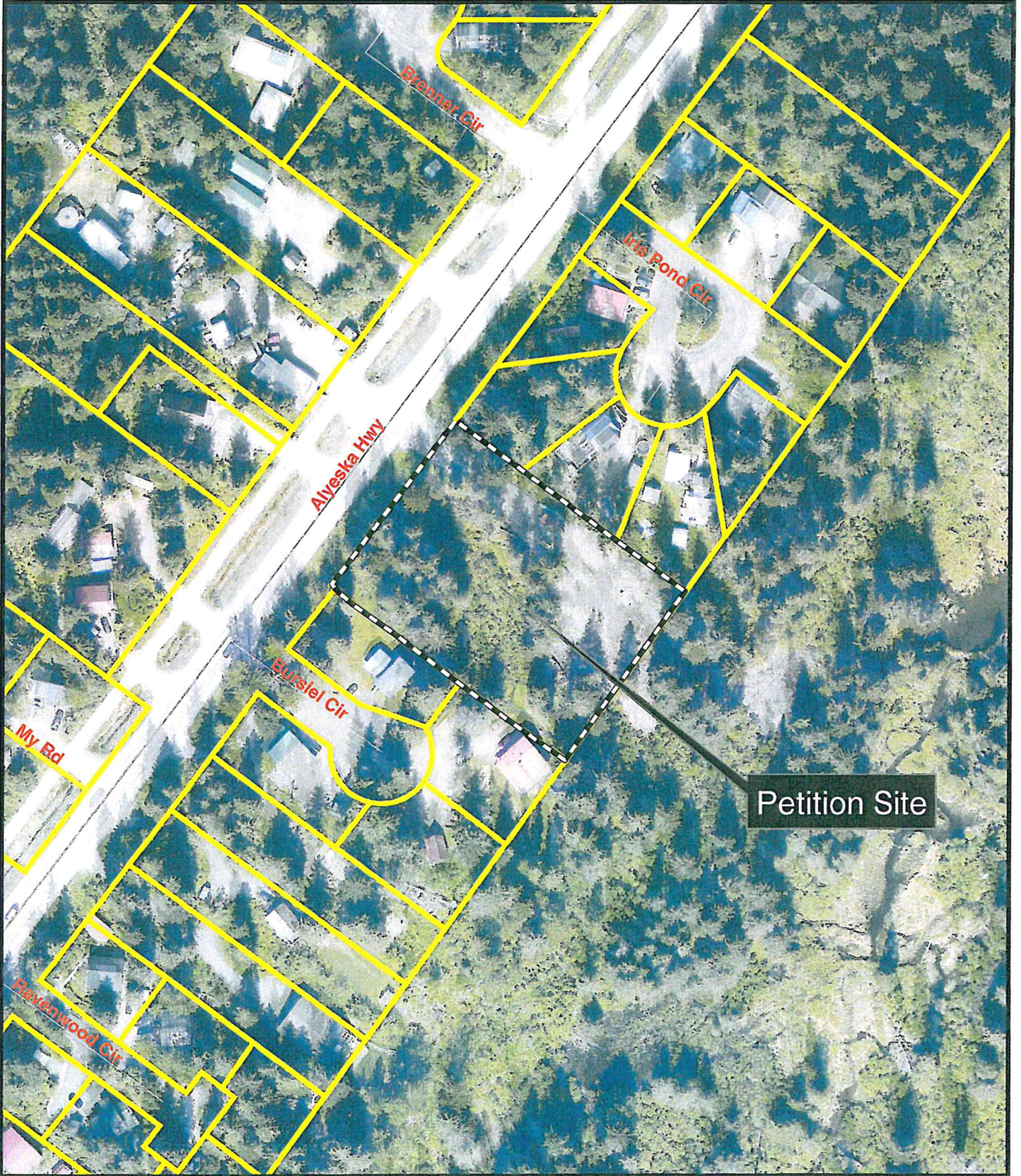


Municipality of Anchorage
Planning Department

Date: 3/29/2024



2024-0049



Municipality of Anchorage
Planning Department

Date: 3/29/2024



Application

March 8, 2024

Mr. Francis McLaughlin, Senior Planner
Planning Department
Municipality of Anchorage
P.O. Box 196650
Anchorage, Alaska 99519-6650

SUBJECT: 39 South LLC, Phase II
 Conditional Use Permit Application

Dear Francis McLaughlin:

Z Architects is submitting the attached application for a conditional use permit per AMC 21.03.080D, to add a triplex to a property at 1550 Alyeska Highway, Girdwood, which currently is occupied by two previously permitted duplexes.

Schematic design drawings for the triplex including renderings, site plan, floor plans, building elevations, and building sections have been provided as part of this application. However, the plans may change slightly as the designs are further developed. The drawings will be finalized and submitted for a Land Use permit for summer 2024 construction.

If you have any questions or require additional information, please contact me at 907-783-1090 or marco@zarch-ak.com. Thank you.

Sincerely,
Z Architects, LLC



Marco Zaccaro
Attachments: As stated.

Application for Conditional Use

Municipality of Anchorage
 Planning Department
 PO Box 196650
 Anchorage, AK 99519-6650


PETITIONER*		PETITIONER REPRESENTATIVE (if any)	
Name (last name first) 39 South LLC. - Bell, Joe		Name (last name first) Z Architects LLC. - Zaccaro, Marco	
Mailing Address PO Box 1191		Mailing Address PO Box 842	
Girdwood, AK 99587		Girdwood, AK 99587	
Contact Phone – Day (907) 350-4047	Evening 907.350.4047	Contact Phone – Day (907) 783-1090	Evening
E-mail Joe@joebell.life		E-mail marco@zarch-ak.com	

*Report additional petitioners or disclose other co-owners on supplemental form. Failure to divulge other beneficial interest owners may delay processing of this application.

PROPERTY INFORMATION		
Property Tax # (000-000-00-000): 075-061-38- 500		
Site Street Address: 1550 Alyeska Hwy, Girdwood, AK 99587		
Current legal description: (use additional sheet if necessary) T10N R2E SEC 18/19 LT 64 39South		
Zoning: GR1	Acreage: 1.25	Grid #: Se4814

CONDITIONAL USE APPROVAL REQUESTED	
Use: Multiple Family Dwellings: One building with 3 units: 2 bedrooms and garage in each. Proposed density with existing structures is 5.6 dwelling units per acre. Conditional use required for 4-8 du.	
<input checked="" type="radio"/> New conditional use	<input type="radio"/> Amendment to approved conditional use Original Case #:

I hereby certify that (I am)(I have been authorized to act for) owner of the property described above and that I petition for a conditional use permit in conformance with Title 21 of the Anchorage Municipal Code of Ordinances. I understand that payment of the application fee is nonrefundable and is to cover the costs associated with processing this application, and that it does not assure approval of the conditional use. I also understand that assigned hearing dates are tentative and may have to be postponed by Planning Department staff or the Planning and Zoning Commission for administrative reasons.

Signature  Owner Representative Date MARCH 10, 2024
(Representatives must provide written proof of authorization)

Marco Zaccaro
 Print Name

Accepted by: EM | Poster & Affidavit: 1 + affidavit | Fee: \$4,720.00 | Case Number: 2024-0049 | Meeting Date: Pzc: 05/20/2024

COMPREHENSIVE PLAN INFORMATION		
Improvement Area (per AMC 21.08.050B.): <input checked="" type="radio"/> Class A <input type="radio"/> Class B		
Anchorage 2040 Land Use Designation:		
<input type="checkbox"/> Neighborhood (Residential)	<input type="checkbox"/> Center	<input type="checkbox"/> Corridor
<input type="checkbox"/> Open Space	<input type="checkbox"/> Facilities and Institutions	<input type="checkbox"/> Industrial Area
Anchorage 2040 Growth Supporting Features:		
<input type="checkbox"/> Transit-supportive Development	<input type="checkbox"/> Greenway-supported Development	
<input type="checkbox"/> Traditional Neighborhood	<input type="checkbox"/> Residential Mixed-use	
Eagle River-Chugiak-Peters Creek Land Use Classification:		
<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial	<input type="checkbox"/> Parks/opens space
<input type="checkbox"/> Public Land Institutions	<input type="checkbox"/> Marginal land	<input type="checkbox"/> Alpine/Slope Affected
<input type="checkbox"/> Special Study	<input type="checkbox"/> Residential at _____ dwelling units per acre	
Girdwood- Turnagain Arm		
<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial	<input type="checkbox"/> Parks/opens space
<input type="checkbox"/> Public Land Institutions	<input type="checkbox"/> Marginal land	<input type="checkbox"/> Alpine/Slope Affected
<input type="checkbox"/> Special Study	<input checked="" type="checkbox"/> Residential at <u>5.6</u> dwelling units per acre	

ENVIRONMENTAL INFORMATION (All or portion of site affected)					
Wetland Classification:	<input checked="" type="radio"/> None	<input type="radio"/> "C"	<input type="radio"/> "B"	<input type="radio"/> "A"	
Avalanche Zone:	<input checked="" type="radio"/> None	<input type="radio"/> Blue Zone	<input type="radio"/> Red Zone		
Floodplain:	<input checked="" type="radio"/> None	<input type="radio"/> 100 year	<input type="radio"/> 500 year		
Seismic Zone (Harding/Lawson):	<input type="radio"/> "1"	<input type="radio"/> "2"	<input type="radio"/> "3"	<input type="radio"/> "4"	<input type="radio"/> "5"

RECENT REGULATORY INFORMATION (Events that have occurred in last 5 years for all or portion of site)	
<input type="checkbox"/> Rezoning - Case Number:	
<input type="checkbox"/> Preliminary Plat <input checked="" type="checkbox"/> Final Plat - Case Number(s):	2021-0100
<input type="checkbox"/> Conditional Use - Case Number(s):	
<input type="checkbox"/> Zoning variance - Case Number(s):	
<input type="checkbox"/> Land Use Enforcement Action for	
<input checked="" type="checkbox"/> Building or Land Use Permit for	R21-1190 & R21-1191
<input type="checkbox"/> Wetland permit: <input checked="" type="checkbox"/> Army Corps of Engineers	<input type="checkbox"/> Municipality of Anchorage

SUBMITTAL REQUIREMENTS (One copy of applicable items is required for initial submittal; additional copies required after initial submittal)	
1 copy required:	<input checked="" type="checkbox"/> Signed application (original) <input type="checkbox"/> Ownership and beneficial interest form <input checked="" type="checkbox"/> Watershed sign off form <input checked="" type="checkbox"/> Underlying plat <input type="checkbox"/> Special limitations from the underlying zoning, if applicable

16 copies required: Signed application (copies)

Map of area surrounding petition site within 500 feet, including zoning and existing uses

Map of existing conditions, to scale, including:

<input checked="" type="checkbox"/> land uses	<input checked="" type="checkbox"/> structures	<input type="checkbox"/> utilities	<input checked="" type="checkbox"/> vegetation	<input type="checkbox"/> soils
<input checked="" type="checkbox"/> natural features	<input checked="" type="checkbox"/> drainage	<input checked="" type="checkbox"/> topography	<input checked="" type="checkbox"/> site access	<input checked="" type="checkbox"/> pedestrian facilities
<input checked="" type="checkbox"/> vehicle circulation and driveways	<input checked="" type="checkbox"/> easements and/or reservations			

Project narrative explaining:

<input checked="" type="checkbox"/> the project	<input checked="" type="checkbox"/> planning objectives	<input type="checkbox"/> facility operations
<input checked="" type="checkbox"/> an analysis of how the proposal meets the standards on page 3 of this application		
<input checked="" type="checkbox"/> construction and operation schedule	<input checked="" type="checkbox"/> final ownership	
<input checked="" type="checkbox"/> gross and net density (PUDs only)		

Site plan(s) to scale depicting, with dimensions:

<input checked="" type="checkbox"/> building footprints	<input checked="" type="checkbox"/> parking areas	<input checked="" type="checkbox"/> vehicle circulation and driveways	
<input checked="" type="checkbox"/> pedestrian facilities	<input checked="" type="checkbox"/> lighting	<input checked="" type="checkbox"/> grading	<input checked="" type="checkbox"/> landscaping
<input type="checkbox"/> loading facilities	<input checked="" type="checkbox"/> fences	<input checked="" type="checkbox"/> drainage	<input type="checkbox"/> required open space
<input checked="" type="checkbox"/> snow storage area or alternative strategy	<input checked="" type="checkbox"/> trash receptacle location and screening detail		
<input checked="" type="checkbox"/> easements	<input checked="" type="checkbox"/> significant natural features	<input type="checkbox"/> freestanding sign location(s)	

Building plans to scale depicting, with dimensions:

<input checked="" type="checkbox"/> floor plans	<input checked="" type="checkbox"/> building elevations	<input checked="" type="checkbox"/> exterior colors and textures
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Summary of community meeting(s)

(Additional information may be required.)

GENERAL CONDITIONAL USE STANDARDS (AMC 21.03.080D.)

The Planning and Zoning Commission may only approve the conditional use if the Commission finds that **all** of the approval criteria are satisfied. Each standard must have a response in as much detail as it takes to explain how your project satisfies the standard. The burden of proof rests with you.

1. The proposed use is consistent with the comprehensive plan and all applicable provisions of this title and applicable state and federal regulations;
2. The proposed use is consistent with the purpose and intent of the zoning district in which it is located, including any district-specific standards set forth in chapter 21.04;
3. The proposed use is consistent with any applicable use-specific standards set forth in chapter 21.05;
4. The site size, dimensions, shape, location, and topography are adequate for the needs of the proposed use and any mitigation needed to address potential impacts;
5. The proposed use will not alter the character of the surrounding area in a manner which substantially limits, impairs, or prevents the use of surrounding properties for the permitted uses listed in the underlying zoning district;
6. The proposed use is compatible with uses allowed on adjacent properties, in terms of its scale, site design, operating characteristics (hours of operation, traffic generation, lighting, noise, odor, dust, and other external impacts);
7. Any significant adverse impacts anticipated to result from the use will be mitigated or offset to the maximum extent feasible;
8. The proposed use is appropriately located with respect to the transportation system, including but not limited to existing and/or planned street designations and improvements, street capacity, access to collectors or arterials, connectivity, off-site parking impacts, transit availability, impacts on pedestrian, bicycle, and transit circulation, and safety for all modes; and
9. The proposed use is appropriately located with respect to existing and/or planned water supply, fire and police protection, wastewater disposal, storm water disposal, and similar facilities and services.

SPECIFIC CONDITIONAL USE STANDARDS (AMC 21.05)

Certain conditional uses have detailed standards that relate only to that type of conditional use. When there are detailed standards, the Planning and Zoning Commission may only approve the conditional use if the Commission finds that **all** general standards listed in the previous section and detailed standards listed for that conditional use in AMC 21.05 are satisfied. Each detailed standard must have a response in as much detail as it takes to explain how your project satisfies the standard. The burden of proof rests with you.



MARCO ZACCARO
PO BOX 842
BIRDWOOD, AK 99587

(907) 783-1090
(907) 230-3044 CELL
[ZARCHITECTS@ALASKA.
NET](mailto:ZARCHITECTS@ALASKA.NET)

CONDITIONAL USE APPLICATION 39SOUTH, LLC PHASE II

Table of Attachments

1. Application for Conditional Use
2. Table of Attachments
3. Watercourse Mapping Summary
4. Ownership and Beneficial Interest Disclosure
5. Authorization to Represent
6. Narrative
7. Pre-Application Conference Meeting Notes
8. Community Meeting Notice-postmarked
9. Community Meeting Minutes
10. Zoning Map of Surrounding Area within 500 ft
11. Plat – USS 3034
12. Condominium Plat 39South
13. Combined Drawing Set
14. Detailed Zoning Analysis

WMS WATERCOURSE MAPPING SUMMARY

Per the requirements for watercourse verification outlined in Project Management and Engineering Operating Policy and Procedure #8 and Planning Department Operating Policy and Procedure #1 (effective June 18, 2007), MOA Watershed Management Services has inspected the following location for the presence or absence of stream channels or other watercourses, as defined in Anchorage Municipal Code (21.35).

- Project Case Number or Subdivision Name: _____
- Project Location, Tax ID, or Legal Description: 1550 Alyeska Hwy (parcel# 07506138)

- Project Area (if different from the entire parcel or subdivision): _____

In accordance with the requirements and methods identified, WMS verifies that this parcel, project area, or application:

_____ **DOES NOT** contain stream channels and/or drainageways, as identified in WMS field or archival mapping information.*

~~_____~~ **DOES** contain stream channels and/or drainageways **AND** these are located and identified on submittal documents in general congruence with WMS field and archival mapping information.
*New or additional mapping **IS NOT REQUIRED**.**

_____ Contains stream channels and/or drainageways **BUT** one or more streams or other watercourses:

- are **NOT** shown on submittal documents, or
- are **NOT** depicted adequately on submittal documents for verification, or
- are **NOT** located or identified on submittal documents in general congruence with WMS field and archival mapping information.

*New or additional mapping **IS REQUIRED** and must be re-submitted for further review and verification.**

_____ Presence of stream channels and/or drainageways is unknown **AND** field verification is not possible at this time. WMS will verify as soon as conditions and prioritized resources allow.

* *Streams omitted in error by WMS or others remain subject to MOA Code and must be shown in new mapping upon identification of the error.*

ADDITIONAL INFORMATION:

- | | | | | |
|----------------------------|----------------------------|--|--------------------------------------|--------------------------------|
| <input type="checkbox"/> Y | <input type="checkbox"/> N | WMS written drainage recommendations are available. | <input type="checkbox"/> Preliminary | <input type="checkbox"/> Final |
| <input type="checkbox"/> Y | <input type="checkbox"/> N | WMS written field inspection report or map is available. | <input type="checkbox"/> Preliminary | <input type="checkbox"/> Final |
| <input type="checkbox"/> Y | <input type="checkbox"/> N | Field flagging and/or map-grade GPS data is available. | | |

Inspection Certified By:

Date:



6/17/2021

Supplemental Form: OWNERSHIP AND BENEFICIAL INTEREST DISCLOSURE

PETITIONER: CORPORATE OFFICERS OR PARTNERS

Applicants for an entitlement that will be in possession and the responsibility of more than one individual, such as a co-owner, joint venture, partnerships, corporations, company, or other similar form of ownership, are required to disclose a full and complete list of the name and address of each principal. (use additional paper if necessary)

Name	Title or Office(if any)	Address
JOE BELL	Member	PO Box 1191 GIRDWOOD, AK 99587
ROB FORBES	MEMBER/PARTNER	337 W 12th AVE ANCHORAGE, AK 99501
ISAAC LANDECKER	MEMBER/PARTNER	1326 E 27th ANCHORAGE AK 99508
C2BRIDGES PROPERTIES	MEMBER/PARTNER	3225 McLEOD DR. STE 100 LAS VEGAS, NV 89121

PROPERTY OWNER: CORPORATE OFFICERS OR PARTNERS

The petitioner of a property owned by more than one individual that will benefit from an entitlement is required to disclose a full and complete list of the name and address of each partner, officer, or co-owner. The other owner interest to be reported is co-owner, joint venture, partnership, corporation, company, or other similar form of ownership. (use additional paper if necessary)

Name	Title or Office(if any)	Address

Attach this sheet to your application form

Accepted by:	Date	Application for	Case Number
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Z ARCHITECTS
PO BOX 842
GIRDWOOD, AK 99587

(907) 783-1090
ZARCHITECTS@ALASKA.NET

March 7, 2024

Joe Bell
39 South, LLC

To whom it may concern,

This letter serves as authorization for Z Architects, LLC, and staff members thereof, to act on my behalf for permitting applications and procedures through the Municipality of Anchorage for my property at 1550 Alyeska Highway, Lot 64 of T 10N R 2E S 18/19, USSN 3043 in Girdwood, Alaska.

Sincerely,

A handwritten signature in blue ink is written over a horizontal line. The signature is highly stylized and appears to be 'Joe Bell'. Below the signature, the name and title are printed.

Joe Bell
Owner, 39South, LLC



Marco Zaccaro
 PO Box 842
 Girdwood, AK 99587
 1.907.783.1090
 1.907.230.3044 cell
marco@zarch-ak.com

March 10, 2024 (Revised April 22, 2024)

Subject:
Conditional Use Permit Application Narrative for 39 South LLC (1550 Alyeska Hwy)
Multifamily Residences, Phase II.

Request:
 We are requesting approval for a Conditional Use for 39 South LLC, Phase II (a triplex). The property is in gR-1 District (Alyeska Highway Mixed Residential) which requires a conditional use permit for Multiple-Family Dwellings at a density of 4-8 dwelling units per acre (AMC Table 21.09-2).

Phase I of the project received an administrative site plan review approval on August 26, 2021 (Planning Department Case 2021-0100) and consisted of four units in two duplexes.

Phase II consists of a triplex and brings the total units on site to seven or 5.6 dwelling units per acre. Please see the narrative below and the attached plans for more information. This approval will allow the triplex to be built.

Project Location:
 39 South LLC is located at 1550 Alyeska Highway in Girdwood, Alaska on the east side of Alyeska Highway south of Iris Pond Circle and north of Bursiel Circle.

Legal Description of Property		LOT 64 USSN 3043, T10N R2E S19 Seward Meridian
Site Address		1550 ALYESKA HWY
Community Councils		Girdwood Board of Supervisors
Tax Number		075-061-38-500
Grid		SE4814
Site	Area: Vegetation: Zoning: Topography: Existing Use: Utilities: Allowed Density (AMC table 21.09-2): Proposed Density:	1.25 acres (54,330 square feet) Natural vegetation gR-1 (Alyeska Highway Mixed Residential) District Sloping from northwest to southeast Multiple family dwellings Electrical, Natural Gas, Sewer 8 dwelling units per acre (with conditional use permit) 5.6 dwelling units per acre
Comprehensive Plan		Classification: Single-Family – (GAP) 1995

Surrounding Area				
	<u>Northwest</u>	<u>Northeast</u>	<u>Southeast</u>	<u>Southwest</u>
Zoning	gC-4	gR-1	GOS	gR-1
Land Use	Lower Alyeska Highway Commercial District	Alyeska Highway Mixed Residential District	Girdwood Open Space District	Alyeska Highway Mixed Residential District

The Project:

39 South LLC is a two-phase multi-family residential development. Phase I consists of two, three story, 5,051 square-foot, duplexes, (2,525.5 square feet per dwelling unit), in the east corner of the lot. Two land use permits for phase I were issued (R21-1190 and R21-1191). One duplex is completed and the other nearing completion.

Phase II of the project will consist of one, three story, 5,568 square-foot, triplex in the west corner of the lot.

Unit specifics:

Phase I, duplexes: Four similar (two mirrored), three story, three-bedroom units; each include a garage, carport and great room on the first floor; two bedrooms are in the daylight basement and the third in a loft. Physical dimensions for each unit are 22'-0" x 62'-8", and 1,904.5 S.F. (2,525 S.F. including garage and carport).

Phase II, triplex: Three identical two-bedroom units; both units have a garage and entry on the first floor. Dimensions are 20'-0" x 34'-0", three stories, 1,503 S.F. each (1,856 S.F. including garage).

The project helps achieve the goals of the Girdwood Area Plan (1995) as well as the rewrite currently under development. Housing continues to be in high demand in Girdwood, and phase I and II of this project provides seven dwelling units in a density that meets the district standards.

Description of Project Site:

The site slopes from northwest to southeast with an approximately 20-foot elevation change. There is good solar exposure to the southeast and nice views of the mountains to the east. Alyeska Highway bounds the property on the northwest and non-developable wetlands associated with California Creek are to the southeast. The properties to the southeast and northwest have single family houses and the property to the northwest across Alyeska Highway is commercial and multi-family housing.

A small stream, with 25-foot setbacks, runs northwest to southeast roughly through the middle of the property. The stream and associated setbacks split the property into two developable pockets, one located in the southeast corner and the other in the west corner. The stream separates into two branches (rivulets) which significantly widens the total combined stream setbacks from 50 feet to approximately 90 feet in the middle of the site. The southeast portion of the site is developed with the two duplexes noted above.

The main access drive from Alyeska Highway parallels the northeast property line, a drive branches from the main driveway to access the west property corner and allow fire apparatus turnaround. This drive crosses the stream via an installed culvert (USACE Permit # POA-2021-00133). The west corner of the site and the area within the stream setback is mature spruce/hemlock forest.

Planning Objectives:

Phase II of the project will be the final phase. Both phases make efficient use of the limited developable area on the property while maximizing the site's attributes; both phases being oriented southeast towards the views, sun, and California Creek open space. The triplex is placed to screen entries and living areas from highway views and noise. Windows are oriented southeast and east across the stream vegetation buffer; views towards the immediate neighbors to the southwest are limited by building configuration and window placement.

Substantial amounts of open space and natural vegetation are retained on the property, building footprint has been kept relatively small and is substantially less than allowed by code and the total number of dwelling units is three less than what is allowed in the district standards.

Both phases are to be served by the same main driveway connection to Alyeska highway, site circulation was designed so the fire apparatus turn around and triplex access use the same stream crossing. All parking and drives will be paved. There will be 16 parking spots on site which is two more than would have been required prior to the MOA onsite parking requirements being removed in January 2023.

The pedestrian walkway connection to Alyeska Highway, per AMC21.09.070H.2 is to the northeast of the main driveway, the pedestrian connection to the triplex is southeast of the phase II drive to place its main drive crossing in the safest practical location away from the steep grades closer to Alyeska Highway.

Sewer service main and water well were installed to serve both phases during Phase 1. The final buildout will be a residential condominium project consisting of three buildings with 7 units total.

Facility Operations:

Interiors of individual units will be maintained by owners, building exteriors and site will be maintained and managed by an HOA. There will be no dumpster on site as residents will transport their trash to the Girdwood transfer station or keep bear proof trash containers within their garages until pick up day if they chose to use Alaska Waste services. This is preferable to having exterior trash containers.

Construction and Operation Schedule:

Construction is to begin in May 2024, final completion is expected to be summer 2025 and then units will be sold to private owners.

Final Ownership:

Final ownership will be individual privately-owned condominiums anticipated to be governed by an HOA.

Community Meeting, Girdwood Land Use Committee and Girdwood Board of Supervisors Presentations, Planning Division Pre-Application Meeting:

This project was presented to the Girdwood Land Use Committee on October 9, 2023, and the Girdwood board of Supervisors on October 16, 2023. The Girdwood Land Use Committee presentation satisfies the requirement for a community meeting in accordance with AMC21.03.020. The community meeting notices, attached, were mailed on or before September

14, 2023, to people on an address list provided by the MOA planning department on August 25, 2023. The Land Use Committee meeting was well attended by surrounding neighbors who raised several concerns which have been addressed, to the extent practical, in this application. See attached LUC and GBOS meeting minutes and LUC sign in sheet.

In accordance with Girdwood Land Use procedures a second LUC and GBOS presentation will be scheduled once the Planning and Zoning (P&Z) Department packet is received by Girdwood Municipal Staff. The presentation must occur prior to the P&Z Commission hearing. We will request a letter of non-objection at the second presentation.

This project was introduced to the MOA Planning Division at a pre-application meeting on November 3, 2023. See attached 39 South LLC Meeting Summary.

Applicable Requirements:

Applicable requirements listed below are discussed in the narrative that follows.

- AMC 21.03.080D Approval Criteria for Conditional Use
- AMC 21.09.040B.2a, Girdwood Land Use Regulations, gR-1 district.
- AMC 21.90.050B.2.b Use Specific Definitions and Standards, Residential Uses Multiple Dwelling Units on a Single Lot.
- AMC 21.09.070E.3 Landscape exemption for gR-1.
- AMC 21.09.080E. Multiple-Family and Townhouse Building Design Standards.
- AMC 21.06.030D.4.a Building height determination.
- AMC 21.06.030D.6.c Building height exceptions.

Conformance with General Conditional Use Standards:

We believe this project meets the criteria for approval for a conditional use permit. Please see the responses to the criteria below:

1. *The proposed use is consistent with the comprehensive plan and all applicable provisions of this title and applicable state and federal regulation;*

Response: The proposed multifamily housing is consistent with the 1995 Girdwood Area Plan (GAP). Table 9 (page 49) identifies lots fronting Alyeska Highway west of Glacier Creek as Multi-Family Residential. The Girdwood Area Plan identifies Multi-Family Residential as areas substantially developed for multi-family purposes and are expected to remain so for the duration of the plan, and for vacant areas best suited for multi-family use. The development is consistent with AMC 21.09 Girdwood Land Use Regulations as described later in this narrative and in the attached drawings.

The use is consistent with applicable state and federal regulation. Development within the streamside zone is the minimum required.

2. *The proposed use is consistent with the purpose and intent of the zoning district in which it is located, including any district-specific standards set forth in Chapter 21.04.*

Response: The proposed multifamily housing is consistent with the purpose and intent of the gR-1 zoning district as described in AMC 21.09.040.B.2.e which states the following:

gR-1 (Alyeska Highway Mixed Residential) district.

ii. Intent. The intent of this district is to continue the existing pattern of development as dwelling units are constructed on the remaining undeveloped lots, and to permit development of hostels, inns, and multiple-family housing.

iii. District-specific standard. More than one principal structure may be allowed on any lot or tract by administrative site plan review.

The design meets the standards of these code chapters, as well as the design standards for multiple-family buildings in Chapter 21.09.080. A comprehensive zoning study is an attachment to this application.

There are numerous multiple-family properties along Alyeska Highway in the gR-1 and gC-4 zoning districts including properties across the highway from this project. The proposed density of this project is similar to the average residential density in the district.

3. *The proposed use is consistent with any applicable use-specific standards set forth in chapter 21.05.*

Response: The proposal is constant with the applicable use-specific standards as set forth in AMC 21.90.050B.2.b:

b. Dwelling, multi-family.

i. Definition. A residential building or multiple residential buildings comprising three or more dwelling units on one lot. The definition includes the terms "apartment" or "apartment building."

The project is seven dwelling units on one lot.

ii. Use-specific standards. Children's play space: Multiple-family projects of more than ten dwelling units shall provide a play space of at least 1,000 square feet.

The project will provide seven dwelling units, so AMC 21.90.050.B.2.b.ii is not applicable.

4. *The site size, dimensions, shape, location, and topography are adequate for the needs and the proposed use and any mitigation needed to address potential impacts.*

Response: The site's physical characteristics are adequate for the proposed multifamily housing. See attached Triad Engineering LLC drawing C2 Grading Plan dated 3/10/2024 and Z Architects LLC drawing A0.2 Site Plan – Phase I & II dated 3/10/2024.

5. *The proposed use will not alter the character of the surrounding area in a manner which substantially limits, impairs, or prevents the use of surrounding properties for the permitted uses listed in the underlying zoning district.*

Response:

- 39 South LLC is a residential project of a similar density as in the surrounding residential area and will not have off site impacts that will alter the character of the surrounding area to substantially limit, impair, or prevent the use of surrounding residential properties for the permitted uses listed in the underlying zoning district.
- All removed snow will be stored on site; excess storm water runoff will be treated and directed towards the existing on-site drainage pattern away from the neighboring properties.
- Primary decks and windows are oriented southeast and away from the immediate neighbors to the southwest.
- To address neighbor concerns about lack of parking there will be 16 parking spots on site which is two more than would have been required prior to the MOA onsite parking requirements being removed in January 2023.

6. *The proposed use is compatible with the uses allowed in adjacent properties, in terms of its scale, site design, operating characteristics (hours of operations, traffic generation, lighting, noise, odor, dust, and other external impacts).*

Response:

- This residential development is compatible with adjacent residential properties and is expected to have the same operating characteristics as those properties.
- Site design is similar to adjacent properties with one main access drive off Alyeska Highway and a branching secondary drive.
- The proposed structure has a modest footprint, and the overall site impact is consistent with the nearby single and multi-family residences.
- The triplex [initial design included roof top decks with hot tubs, these were removed](#) to address immediate neighbor concerns.
- The project is consistent in scale with existing multi-family and duplex developments along Alyeska Highway (some are larger than the proposal).
- Other than the required walkway lighting noted below, there is no planned site lighting beyond what is on the building for private entry and these fixtures will be full cut off. No light will spill onto adjacent properties or the street. Exterior building lighting will conform to the requirements of Title 21.09.070.G.2.
- The required walkway lighting (see AMC21.09.070H.2) will be full cut off bollard fixtures.

7. *Any significant adverse impacts anticipated to result from the use will be mitigated or offset to the maximum extent feasible.*

Response: Potential adverse neighbor and other impacts, some as discussed at the October 9, 2023, community meeting, are mitigated as follows:

- The triplex is located as close as possible to Alyeska Highway to maximize separation from neighboring houses. Structure will not block sun or views from neighbors (with possible exception of 120 Bursiel circle, about 150 feet away).
- The combined building footprint is substantially less than maximum lot coverage allowable by code (16% vs. 25% allowable) which reduces visual impact on neighbors.
- To reduce impact on immediate neighbor, south elevation height reduced from original design and building massing visually broken up.
- To minimize visual impact the narrow end of triplex oriented to immediate neighbors to southwest.
- Windows oriented away from closest off-property neighbors.
- Hot tubs and roof decks were removed from all units to reduce noise impact on immediate neighbors.
- Project density is less than the maximum allowable.
- The project preserves the setback areas for natural vegetation, especially along Alyeska Highway and the side yard setbacks.
- There is only one (existing) driveway access to Alyeska Highway.
- The project maintains the streamside zone buffer at an existing stream on the site.
- The property takes advantage of an existing sewer service, avoiding on-site septic systems.

8. *The proposed use is appropriately located with respect to the transportation system.*

Response: Per the MOA Official Streets and Highway Plan, Alyeska Highway is classified as a Minor Arterial. The project will have driveway access to Alyeska Highway and will not significantly increase its traffic. Glacier City Transit provides bus service along the highway and a bike path is located nearby on the opposite side of the road from the property, the path offers excellent pedestrian and bike connection to the general Girdwood bike path and trail system. The project is within easy walking distance of the New Girdwood Townsite, the library, and other services.

9. *The proposed use is appropriately located with respect to existing and/or planned water supply, fire and police protection, wastewater disposal, storm water disposal, and similar facilities and services.*

Response: This project is within the Girdwood Fire Service District and protected by the Girdwood Fire Department. Police protection is provided by the Whittier Police Department. This project is close to existing school bus stops on Alyeska Highway. Water supply is provided by the on-site well shown in the attached phase I plot plan. An AWWU wastewater main is southeast of the property and a wastewater service line was installed onto the property during phase I. AWWU will require a separate permit, prior to start of construction, to connect phase II to this service. As a part of this permitting process the utility will determine if there is adequate capacity for this project. Storm water will be treated on site by sheet draining across vegetated 'filter strips' and discharged per MOA requirements to the on-property stream.

With these criteria met, we hope the planning department recommend approval of this conditional use permit application.

39 South LLC Meeting Summary

Pre-Application Conference

Friday, November 3, 2023

Marco Zaccaro, Z Architects, Grant Matthews, Triad Engineering, Joe Bell, 39 South LLC

Below is an overview of discussion at the meeting:

Planning

- This is a conditional use for housing in the GR-1 district.
- Long Range Planning recommends being familiar with the forthcoming trails plan and policy discussions in Girdwood. These plan updates are not adopted.

State DOT&PF

- See if the approved driveway permit needs to be updated for the new triplex.

Private Development

- No road improvements are required.
- The internal driveway is treated as a driveway in AMCR 21.90.
- This is not a FEMA floor hazard zone.

Fire Prevention

- Not present. Follow up with Fire Prevention regarding access.

Traffic Engineering

- The requirements appear to be met. Traffic has no preference on the location of the pedestrian walkway.

Watershed Management Services

- A follow up discussion is needed regarding the length of the culvert, direction of the stream, and the location of the walkway.
- Recommends leaving space around buildings to prevent disturbance of stream setbacks.
- A US Corps of Engineers permit is required for stream activities.

AWWU

- No issues

Girdwood Service Area Manager

- No issues

Francis McLaughlin

Current Planning Division

Phone: 907-343-8003

NOTICE OF COMMUNITY MEETING

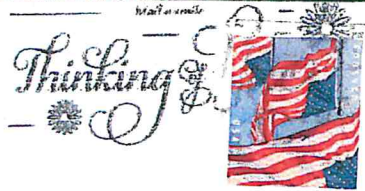
Date: October 9th, 2023
Time: 7:00 PM
Location: Girdwood Community Room, 250 Egloff Drive, Girdwood, AK 99587
Property: 1550 Alyeska Highway, Girdwood
Purpose/Action: Community meeting to inform neighbors about the 39South Condominiums expansion project.

Project Description: The applicant is proposing to build a 3-unit, townhouse style, multi-family residential building in a gR-1 zoning district at 1550 Alyeska Hwy, T10N R2E SEC 18/19 LT 64, Girdwood. The structure will be three stories tall and is on the same 1.25-acre lot as 2 duplexes. This project requires a Conditional Use Permit due to the proposed combined 5.6 dwelling units per acre (d.u.a.), density which exceeds the 4 d.u.a. use by right.

Per Anchorage Municipal Code 21.03.020H interested parties may appear and speak at the hearing within the normal procedures of the Land Use Committee (LUC) meeting. Additional information regarding this project may be obtained by contacting Z Architects, LLC.

Z Architects, LLC
PO Box 842 / 194 Olympic Mountain Loop
Girdwood, Alaska 99587
907.783.1090

Z Architects
PO Box 842
Girdwood, AK 99587
ALASKAN FRONTIER
995-997
14 SEP 2023 11:11 L



Z Architects
PO Box 842
Girdwood, AK 99587

**Girdwood Land Use Committee
Regular Meeting
Date: 10.9.23**

Name (please print)	e-mail address and/or phone number
Jennifer Klingwood	the girdwoodgalaxy@gmail.com
LIZ ZOLLINGER	
Tyler ZOLLINGER	
JOE BOW	
MARCO ZACCARO	
Jennifer Call	
KEVIN McDERMOTT	
Ari Skissny	
Lisa M Miles	lisa.miles@yahoo.com
Brett Wilbanks	
BRIAN BURNETT	burntski@gmail
Bob Mucha	
Kow Hatch	thatgirdwoodguy@gmail

MEETING MINUTES

GIRDWOOD LAND USE COMMITTEE

Date: October 9, 2023

Time: 7:00 p.m.

Meeting called to order by: Kevin McDermott

IN ATTENDANCE

LUC, Jennifer Wingard, Online participants, Room participants

PRESENTATION

- Joe Bell presenting, beginning in the bird houses in 2013. Then fixing up dilapidated homes. 2017 began looking at the property for phase I. Lost funding during COVID and thus their profitability on this project. Done October 2022 was the end goal. Contractor was not quite up to snuff. First 4 units went to young professional families living in Girdwood full time. Creek culvert was there because of the muni and Joe wanted to keep it low impact.
- A0.2 Site Plan.
 - Process. The first 4 units were a use by right. 4-8 units are Conditional Use Permit; permitted use on a property and you let the neighbors know. What we are proposing is totally allowed by code. Whatever public input we might get, planning and zoning receives in the meeting notes.
 - The project is well below the property density.
 - Ari – Thought that phase I needed a Conditional Use Permit. Marco clarified.
 - Hammerhead turnaround with culvert which was part of phase I and is being put in now with the fire truck turnaround.
- A0.3
 - Phase I Plot Plan.
 - Phase II First Floor, Second Level typical townhouse style
 - Small footprint and rooftop decks, and screened the neighbors.
 - Q: Where could there have been multiple town homes if there is a stream setback? Marco - This could have had 8 lots.
 - Statement: Those are 250 year old trees. I try to save the trees too, and every house that everyone here lives in, trees had to be cut.
- Q: Are these like the ones on Taos? Marco - Yes; the difference is the rooftop decks.
- Neighbor to south "steps out her door and would see the structure."
- A3.1

- Neighbors get to see a 40' wall. "Property line is 150 feet long, and we are accommodating 20%. However I put myself in the position of the people south of the property and screened the view."
- Jennifer Call – Phase I did not have rooftop design.
- Neighbor to the south - I'm not here to save the trees; I'm pro development and invested in community. I get why there is nowhere else to put units. This type of building with the parapet rooftop access is 40' high; there's nothing else 40 feet high. It's going to look huge. It's going to be a fat wall because that's what fits on an overhead map. It doesn't match anything else on Alyeska highway. Marco - With a rooftop deck, we agree that could be a legitimate comment. Do we pull the roof off? There's lots of houses in Girdwood that are 40' high. We didn't put windows facing towards your property. When we looked at Taos, people didn't want windows looking at their property or decks looking at their property so we didn't put windows in this design.
- Q: What kind of siding? Marco - Panel product, recycle rice husk. Cathy's house is 42 feet tall.\
- Section. For flat roof buildings in Anchorage municipal code, (cites code) well below height requirement. **Fill in data from Section here.**
 - Powder Run is laid out around a parking lot facing one another. All these units we faced east towards the valley, considered daylight.
 - South side, if you don't object to windows, I'm sure they would love to have windows.
 - Deck placement is so that there isn't decks on the road or decks looking at the other buildings.
 - Ari – How high will it be? A3.3 Highway is halfway up the garage level.
- Mike – Usage? **Short term rental issues.** Mike understands of 39South Joe is a small owner. Will these be short term rentals? Are there any HOA plans to limit short term rental use? Joe - No restrictions on short term rental; one unit will be full time and the other will be for winter use.
 - Parking? – 3 units how much parking? If there's nightly rentals. 9 parking spots for the first 4 and 6 parking for the 2nd. You would like to see more parking and we have that in our notes.
 - Jennifer Call - Not safe, EMS won't be able to access. Marco – I was on the EMS; fire trucks have studs.
 - Marco explains the process, one more GBOS, one more LUC and GBOS, and then it goes before planning and zoning. "You're right where I put my snow load, and now it looks like my place is part of your HOA" and if you don't limit nightly rentals, I'm going to have that next to my kids. Jennifer Call – construction noise since 2019.
 - It's up to the design and development team to
 - Question: You do or do not need permission? It's a two part process. It goes to the planning and zoning commission and it will approve it with conditions. Phase I was an administrative site plan review. Planning department requirements are met
 - How do you think this will affect the neighborhood? At this time, the one who have purchased the first 4 have young kids.
 - Marco answered what happened when his house had neighbors build right up to the setback.
 - Mike – Get involved in the Girdwood Area Plan. Fairness issue came up when Marco brought up Government take.
 - Gr1 "Be aware when you purchase a GR1 multi-family residential, go in with your eyes open"
 - Neighbors to the south – Phase I made this a "multi family."

Girdwood Land Use Committee
Notice of Meeting on October 9, 2023
7PM
Minutes Final

Meeting will take place via Teams teleconference and in person at the Girdwood Community Room, 250 Egloff Rd.

The following items have been submitted as agenda items for consideration at the meeting of the Girdwood Land Use Committee. A voting member is any Girdwood Valley resident eighteen (18) years of age or older. Non-resident property owners, businesses, and non-profit associations are allowed one (1) vote per entity. Detailed voting qualifications can be found in the rules outlined in the Girdwood Land Use Committee Operating Principles.

The Girdwood Board of Supervisors, its committees, and subcommittees are subject to the Alaska Open Meetings Act as found in Alaska Statute 44.62.310 and Anchorage Municipal Code 1.25 - Public Meetings.

The Girdwood Land Use Committee operates under the Girdwood Public Meetings Standards of Conduct.

Agenda Item LUC 2310-01:

Land Acknowledgement: As we gather with a common intention for our GVSA this evening, LUC would like to begin by acknowledging the stewardship of the indigenous peoples of Alaska, whose land we reside on and the surrounding waters we depend on.

The current area of Girdwood is situated between the areas known to be Dena'ina and Alutiiq homeland. A necessary connection for Alaska Native people, the landscape and waters around us served to carry their traditional ways of life; to gather here and harvest Native foods. The community of Girdwood respects the Dena'ina and Alutiiq people, who were stewards of this land for generations. We will continue to be stewards of this land and are grateful to be a part of this community.

Call to order 7:01PM, Kevin McDermott, Chair

Agenda Approval for October 9, 2023 meeting

Amended to add item 2310-06 RE: STR Permitting

Ryan Hutchins-Cabibi/Brian Burnett

Assent vote

Minutes approval from September 11 2023 meeting

Ryan Hutchins-Cabibi/Brian Burnett

Assent vote

LUC Officer reports: None

GBOS updates: Jennifer Wingard

GBOS working on a housing/homelessness input letter for the Assembly. The one produced by the rest of our district doesn't really apply to Girdwood, and this gives an opportunity to express Girdwood's situation regarding the impact of homelessness.

GBOS also reviewing municipal code regarding HLB and likely to recommend that Girdwood have more representation at the HLBAC.

LUC Item 2307-05: Marijuana tax distribution for Child Care Services moving to GHEC for review and input. See meeting packet for information on the establishment of this distribution. It has been determined that GBOS will watch the progress and provide input once the project is farther along to ensure that Girdwood's needs and participation are considered in the distribution mechanism.

Announcements:

Agenda Item LUC 2310-03: Public Comment (3 minutes each) None

Agenda Item LUC 2310-04: Committee Reports.

Any items for update or discussion should be brought up at this time. None

Girdwood Housing and Economic Committee Updates: All items that need update are on the agenda.

Old Business:

Agenda Item LUC 2309-05: Liquor License renewals in 2024. Request for hearing of any of the proposed license renewals must be provided via resolution prior to October 15, 2023, if no request is made, LUC is requested to recommend GBOS Letter of Non-Objection for liquor licenses coming up for renewal in 2024;

287 Crow Creek Mercantile

996 La Bodega

1632 Jack Sprat

3263 Chair 5

3445 Alyeska Resort

3446 Seven Glaciers

3447 Sitzmark Bar & Grill

6025 Alpenglow Coffee House

There is no request for hearing. No comments have been received by staff and none are brought to this meeting.

Motion:

LUC moves to recommend the GBOS provide a Letter of Non-Objection to liquor license renewals for 2024.

Motion by Brett Wilbanks, 2nd by Ryan Hutchins-Cabibi

Motion carries by Assent vote

Agenda Item LUC 2309-06: Girdwood Housing and Economic Committee request for LUC to discuss infill/exfil possibilities in Girdwood, including feasibility study for gravel extrication from Glacier Creek Area. (Brett Wilbanks)

GHEC is reviewing ideas that can be implemented in the relatively short term that would make housing more attainable.

Girdwood Land Use Committee Meeting Agendas and minutes are available on line: <http://www.muni.org/gbos>

One element that makes construction of any kind in Girdwood costly is infill of gravel. Idea with this proposal is to have a feasibility study that:

Considers possible sources of gravel, times of year when it could be collected, access routes, impact to community; use of locally sourced material within Girdwood only; similar elements of exfill location in Girdwood. Consideration of this will return to GHEC later this month, and then that committee will proceed with GBOS regarding possible funding for the feasibility study.

Motion:

LUC moves to not object to Girdwood Housing and Economic Committee proceeding with a feasibility study for infill and exfill possibilities in Girdwood.

Motion by Brett Wilbanks, 2nd by Ryan Hutchins-Cabibi

Motion carries by assent vote

Agenda Item LUC 2309-07: Girdwood Housing and Economic Committee request for LUC to discuss use of HLB parcel 6-134 for RV camping plan. (Krystal Hoke)

GHEC also is looking for input from LUC and community on the idea of developing legal RV camping on parcel 6-134. Project would necessitate relocating part of the disc golf course. In this case, GHEC will continue working on a plan, which includes management and infrastructure development, to present to LUC and GBOS, and eventually to HLB, which is the landowner.

There are questions regarding how this project can address the immediate need for long-term housing, pending development of affordable permanent housing compared to the recreational camping that is also needed in the valley but is of less critical nature. It is noted that the critical workforce housing shortage is more evident in the winter, so there may be a seasonal approach to part of the solution.

Motion:

LUC moves to support the GHEC effort to create an RV parking plan on HLB Parcel 6-134.

Motion by Krystal Hoke, 2nd by Brian Burnett

Motion carries by assent vote.

Agenda Item LUC 2309-08: Vacancy on Land Use Executive Committee.

Lisa Miles states that she is interested in filling this vacancy to the end of the term. All roles at LUC executive committee will be up for election in January.

Motion:

Lisa Miles is nominated to serve as co-chair of the Girdwood Land Use Committee

Motion by Krystal Hoke, 2nd by Kalie Harrison

Motion carries by assent vote

New Business:

Agenda Item LUC 2310-05: Z Architects seeking LUC recommendation for GBOS Resolution of Support for Conditional Use Permit for a proposed triplex at 1550 Alyeska Hwy in the gR-1 zoning district. This meeting will also serve as the community meeting in accordance with AMC 21.03.202.C.2.iii (Marco Zaccaro, Z architects presenting).

Phase 1, which is comprised of 2 duplexes on the property, is now complete. Phase 2 is to build a tri-plex on the property as well, outside of the stream setback. There is no request for variance; conditional use would allow for up to 10 units total for a lot of this size. This project would bring the total number of units to 7. This is similar density per acre to existing development of the surrounding area. This project has a relatively small ground footprint but is vertical construction to 40'. Neighbors are concerned about the impact on their existing homes. This meeting is intended to gather input from the community that may be used to make adjustments by the design team.

Concerns expressed at this meeting include: Impact of the 40' high wall on neighbor viewshed; Greater setback than the 10' required by code would be better; Concern of potential negative impact of short term rental use of the triplex instead of residential housing (noise, traffic, lack of neighborhood feel, parking).

The project will also be presented at GBOS next week. Design team will consider comments and solutions to address these items and will submit the project to the MOA planning department. Planning receives additional comments and then the project goes forward to Planning and Zoning. Prior to planning and zoning, there will be a return of the project to LUC and GBOS and a request for support at that time. Individuals may follow the project throughout the process and provide comments as well.

Agenda Item LUC 2310-06: Discussion of STR permitting proposal by Assembly.

Assembly members Sulte and Zalatel propose Short Term rental permitting, which is to be introduced at the Assembly meeting this TUE and could have hearing/vote as early as October 24. As the information is brand new, there is need for public to review it and understand its implications. One element is that this may remove the concern that already exist that STR is not necessarily within zoning of all parts of Anchorage. Another element is to determine if this permitting will preclude possibility of restrictions on STR based on other concerns, such as lack of residential housing. Assembly intent is to have permitting system in place in 2024.

Request for GBOS/LUC Joint Meeting (2 of 2 required meetings completed in 2023): Jan 4, Jan 9, Apr 10, July 3, July 10 2023

Adjourn 9:30PM

Municipality of Anchorage



P.O Box 390
Girdwood, Alaska 99587
<http://www.muni.org/gbos>

David Bronson, Mayor

GIRDWOOD VALLEY SERVICE AREA BOARD OF SUPERVISORS
Briana Sullivan & Jennifer Wingard, Co-Chairs
Mike Edgington, Amanda Sassi, Guy Wade

October 16, 2023 **GBOS Regular Meeting** **Minutes Final**

7:00 p.m. via Microsoft Teams & Girdwood Community Room

This hybrid meeting is taking place via Microsoft Teams & at the Girdwood Community Room, 250 Egloff Rd:

The Girdwood Board of Supervisors, its committees, and subcommittees are subject to the Alaska Open Meetings Act as found in Alaska Statute 44.62.310 and Anchorage Municipal Code 1.25 - Public Meetings.

The Girdwood Board of Supervisors operates under the Girdwood Public Meetings Standards of Conduct.

Call to Order 7:00 p.m. Briana Sullivan, Co-Chair

Roll Call: Attending are Briana Sullivan (BS); Jennifer Wingard (JW), Mike Edgington (ME); Amanda Sassi (AS), and Guy Wade (GW) Disclosures: None

Agenda Revisions and Approval

October 16, 2023 meeting agenda approved	ME/GW	Amended Agenda approved by Assent
Amend agenda to move Lions Club Resolution to #7 and add #20, resolution for Little Bears Rasmuson Grant		
September 18, 2023 meeting minutes approval	JW/AS	Assent

Announcements:

- GTC intends to apply for a Recreational Trails Program Grant to work on the Middle Iditarod National Historic Trail. Please see public notice on bulletin boards and posted on site. Full information included in the meeting packet.
- GVSA Non-Profit Grant presentation meeting is MON Oct 23 at 5PM
- MOA GBOS Quarterly meeting is MON Oct 23 at 4PM
- HLB has virtual Open House scheduled WED Oct 25 at 5:30PM via teams. Link is available on the HLB webpage: [Real Estate Department Heritage Land Bank \(muni.org\)](http://www.muni.org/real-estate) Information on HLBAC meetings is in the meeting packet, including links to meeting materials.

Introductions, Presentations and Reports:

1. Legislative Report – Sen. Cathy Giessel, Rep. Laddie Shaw

Cathy Giessel reports that Legislature will reconvene right after MLK day in January. Bills that were in play at the end of the last session remain on the table, including her bill to extend SNAP benefits and several behavioral health bills. In addition, she is working on a bill to add transparency to the Pharmacy Benefit management company that administers state benefits. Optum has a secret contract with the state and is earning high revenues with this contract, with elements undisclosed. The other bill she is working on is one to return the option of Defined Benefit Pension to public employees. New employees would automatically be enrolled in Defined Benefit pension; existing employees could choose to join or remain with the existing Defined Contribution Plan.

Assembly members – R. Sulte, Z. Johnson No report

Anchorage School Board Liaison – Margo Bellamy. Report with links will be added to the meeting packet.

Anchorage School Board meets the first and third TUE monthly. School Board anticipates a deficit of \$65M to address in the next budget year. There will be a new process for discussion of potential school closures.

GBOS Meeting Agendas and minutes are available on line: <http://www.muni.org/gbos>

16. **Agenda Item LUC 2309-05:** Liquor License renewals in 2024. Request for hearing of any of the proposed license renewals must be provided via resolution prior to October 15, 2023, if no request is made, LUC is requested to recommend GBOS Letter of Non-Objection for liquor licenses coming up for renewal in 2024;
- | | | | |
|---------------------------|---------------------|---------------------------|-----------------------------|
| 287 Crow Creek Mercantile | 996 La Bodega | 1632 Jack Sprat | 3263 Chair 5 |
| 3445 Alyeska Resort | 3446 Seven Glaciers | 3447 Sitzmark Bar & Grill | 6025 Alpenglow Coffee House |

There have been no objections to any of the liquor license renewals. Letter of Non-Objection is included in the meeting packet. Mike Edgington states that there may be a change to state law that will impact MOA regarding tax collection from events supporting non-profits. This will include Girdwood Forest Fair, which spends significant time and resources calculating their alcohol tax.

Motion:

GBOS moves to send the Letter of Non-Objection to 2024 liquor license renewals as presented.

Motion by ME/2nd JW

Motion carries unanimously in roll call vote

17. **Agenda Item LUC 2309-06:** Update on Girdwood Housing and Economic Committee request for LUC to discuss infill/exfil possibilities in Girdwood, including feasibility study for gravel extrication from Glacier Creek. GBOS action pending GHEC meeting 10/25/23(Brett Wilbanks) LUC voted in support of this idea. Staff will work on a scope of work and will return to GHEC with that and an anticipated fee to complete that study. GHEC will review when it comes in and can move forward with recommendation to GBOS to fund the study.
18. **Agenda Item LUC 2309-07:** Update on Girdwood Housing and Economic Committee request for LUC to discuss use of HLB parcel 6-134 for RV camping. GBOS action pending GHEC meeting 10.25.23(Krystal Hoke) LUC provided support for the concept. GHEC will work on their next steps to determine how to go forward in review of this.
19. Confirm agenda topics for MOA GBOS Quarterly Meeting, scheduled for October 23 at 4PM in Girdwood and on Teams. Items are reviewed and will be updated and reposted.
20. Updated Resolution of Support for Little Bears/Girdwood Inc Rasmuson Foundation grant application (Edgington) It has been determined that an updated resolution will be helpful for the grant application. Mike Edgington will draft a copy, which will be presented at the end of the MOA GBOS meeting on Monday.

Motion:

GBOS moves to write an updated resolution of support for Little Bears Rasmuson grant to be presented at the MOA GBOS meeting on October 23.

Motion by ME/2nd by JW

Motion carries by Assent vote

GBOS Break, returning 9:30PM

NEW BUSINESS:

21. **Agenda Item LUC 2310-05:** Z architects seeking GBOS Letter of Non-Objection for a Conditional Use Permit for a proposed triplex at 1550 Alyeska Hwy in the gR-1zoning district. (Marco Zaccaro, presenting). Presentation in the meeting packet. LUC meeting last week served also as the community presentation of the project. Main takeaways from that meeting for the purpose of Conditional Use were:
 South Wall: Wall is of concern to neighbors. Z Architects has proposed design changes to the neighbors.
 Parking: Concern of on-site parking. Z Architects has expanded parking to 16 spots on site, which is greater than the number that would have been required under old parking requirements, which have since been removed.
 Development will go to pre-application meeting with Planning and Zoning next, comments from that meeting incorporated, and then will submit an application to be heard at Planning and Zoning. From application to P&Z is typically about 2 months.

GBOS moves to extend the meeting to 10:15 by Assent vote

22. Girdwood Fire Department requests for capital expenses in 2024: Fire Personal Protective Equipment, Fire Hose and gas monitor replacement, total expense NTE \$28,000 from the Fire Dept 406 account in 2024.

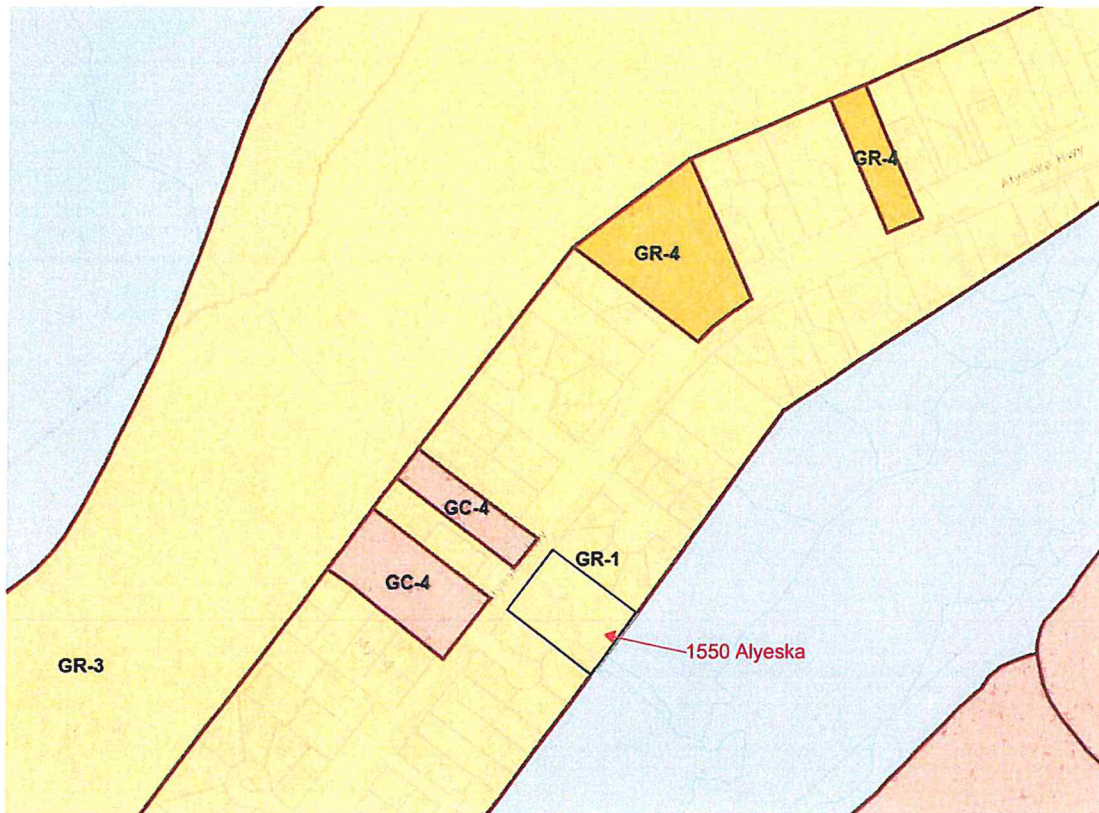
GBOS moves to postpone this topic to the December 2023 meeting.

23. **Agenda Item LUC 2310-06:** Discussion of Short Term Rental Permitting proposal by the Anchorage Assembly AO 2023-110.

Assembly is considering an ordinance that will create permitting for Short Term Rentals in the MOA. With this action the assembly would receive some revenue, but mainly information regarding STRs. The action would also remove the argument that STRs aren't technically legal in neighborhoods, as a commercial use in a residential area. STRs are much less common in Anchorage bowl, and the issues in Girdwood are not necessarily captured in the action currently proposed. Assembly hearing is planned for December 5.

Zoning Map

1550 Alyeska Hwy, Girdwood, Alaska with surrounding petition site and existing uses





Rev. 4-22-24

22-16 39 South LLC Phase II (Triplex)		Detailed Zoning Analysis
Code Information:		Prepared by: Lisa Miles
Anchorage Municipal Code Title 21: Land Use Planning		Approved by: Marco Zaccaro
Anchorage Municipal Code Title 23: Building Codes		Issued: March 10, 2024
2018 International Residential Code, as Amended		
Project Summary:		Multifamily townhouse style, one group of 3 units, 2 bedrooms each with garage, located at 1550 Alyeska Highway on a single lot in gR-1 zoning. Proposed density is 5.6 per acre which is less than 8 but more than 4. This is on the sme property as previously constructed and permitted two, two-family dwellings (multifamily with single- or two-family dwelling building style).
Building Use:	Multi-family Residential	
Building Area (per building)		
Summary (per 2012 IRC):	Third Floor Area (sf)	2001
	Second Floor Area (sf)	2121
	First Floor Area (sf)	1446
	Total Floor Area (sf)	5568
Code: AMC Title 21	Text	Compliance
21.09.040B.2.a.i. Location	The gR-1 district is located in two sections along Alyeska Highway from just north of the railroad to just past the junction with Crow Creek Road and encompasses already- sewered, established, and largely developed residential neighborhoods characterized generally by single-family detached and two-family development.	
21.09.040B.2.b.ii. Intent	The intent of this district is to continue the existing pattern of development as dwelling units are constructed on the remaining undeveloped lots, and to permit development of hostels, inns, and multiple-family housing.	Complies: Project proposes construction of multiple-family development housing in the style of towhnhomes, one building consisting of three units.
21.09.040B.2.a.iii. District-Specific Standard	More than one principal structure may be allowed on any lot or tract by administrative site plan review.	Complies: Project proposes to add a single multi-family structure to the property on which two prviously permitted duplexes are

21.09.040B.2.a.iii. District-Specific Standard	More than one principal structure may be allowed on any lot or tract by administrative site plan review.	Complies: Project proposes to add a single multi-family structure to the property on which two previously permitted duplexes are
21.09.040B.3.b.i.	Structures, including but not limited to fences, trash dumpsters, and storage sheds, shall not be placed within any setback area, except as otherwise provided in this chapter.	Complies: See A0.2
21.09.040B.3.b.iii.	Architectural elements, such as roof overhangs, eaves, and awnings, shall not project more than two feet into a required setback area.	Complies: See A0.2 & A1.4.
21.09.040B.3.b.v.	Walkways may be constructed within setback areas.	Complies: See A0.2.
21.09.050A.5. Tbl. 21.09-2. Table of Allowed Uses	Dwelling, multiple-family (4-8 dua): See 21.09.050B.2.b. and 21.09.080E.	Complies: Dwelling, multiple-family with a density of 5.6 dwelling units per acre permitted in gR-1
21.09.050B.2.b.i Dwelling, Multi-Family	Definition: A residential building or multiple residential buildings comprising three or more dwelling units on one lot. [...]	Complies: Project proposes adding three more dwelling units in one multi-family building to the lot bringing the total dwelling units on
21.09.050C.1.b. Tbl. 21.09-3. Table of Allowed Accessory Uses	Garage or carport, private residential: See 21.05.070D.8.	Complies: Garage, private residential permitted accessory use in gR-1. See discussion below.
21.09.060B. Tbl. 21.09-5. Dimensional Standards Table	Min. Lot Area: 19,800 for 3 units, add 4,000 for each additional unit.	Complies: Lot Area is 54,330 sf. seven units require 35,800 sf.
	Min. Lot Width: 70 ft	Complies: Lot Width: 198.03'.
	Min. Front Setback: 20 ft	Complies: See discussion below. Front
	Min. Side Setback: 10 ft	Complies: See A0.2
	Min. Rear Setback: 20 ft [on lots greater than 1 acre]	Complies: See discussion below. Rear
	Max. Building Height: 35 ft	Complies: See A3.4. Triplex is 33'-2", per AMC 21.06.030D.4.a and AMC

	Max. Lot Coverage: 25% [on lots greater than 15,000 sf]	Complies: Total lot coverage equals 16%.
	Max. Floor Area Ratio: 0.45 (24,448.5 sf) [on lots greater than 12,500 sf]	Complies: Actual Floor Area Ratio = .30 (16,248 sf)
Tbl. 21.09-5 Footnote 1: Alyeska Highway Setback	Minimum setback of 25 feet is required from any property line abutting the Alyeska Highway, but if the property extends into the road, the 25 foot setback shall be measured from the edge of the road easement.	Complies: See A0.2.
Tbl. 21.09-5 Footnote 2: Side and rear setback flexibility	[...] Rear setbacks may be reduced by five feet, but the amount of reduction shall be added to the front setback.	Complies: See A0.2.
21.09.070D.3. Grading	Grading required for development shall mimic natural forms and blend into the existing landscape on the site. After completion of grading, restoration of slopes to natural-appearing conditions is required.	Complies: See Civil Plan.
21.09.070D.4. Drainage and Storm-Water Run-off	Run-off from a site shall be controlled and directed to drainage ditches in the road right-of-way or to drainage swales at the property line. Pre-existing drainage patterns onto neighboring lots may be maintained, but additional drainage shall not be directed onto neighboring lots as a result of new development.	Complies: See Civil Plan.
21.09.070E.3 Applicability	gR-1 is exempt from vegetation coverage standards. However, the applicant is voluntarily meeting the multi-family natural vegetation coverage. See below.	Complies: See A0.2.
Tbl. 21.09-10 Minimum Vegetation Coverage, by Use	Multifamily Residential: Natural vegetation: 20%; Total permeable surface, including natural vegetation: 40%.	Complies: See A0.2. Project required to provide 10,866 sf of natural vegetation and 21,732 sf of permeable surface. Natural vegetation
21.09.070E.4.b. Location and Dimensions	Required vegetated areas may be located anywhere on the site or lot. Individual vegetated areas shall be a minimum of 200 sf, with no dimension less than 10 ft.	Complies: See A0.2

21.09.070E.4.c. Natural Vegetation	Natural vegetation means either existing vegetatin left in its natural state, or landscaping provided according to the following: i. Evergreen trees a minimum of five feet high, with a ratio of height to spread no less that five to three, and deciduous trees a minimum of eight feet high, with a caliper no less than one and one-half inches, planted at average intervals not greater than 15 feet on center. no more than 50 percent of the trees may be deciduous; ii. Three shrubs per tree, each shrub a minimum of 18 inces in height, and ground cover or mulches, placed so that the ground will be covered within three years.	Complies: See A0.2. Existing vegetation left in its natural state is sufficient to provide 10,866 sf of natural vegetation
21.09.070E.6.b. Alyeska Highway Frontage Setback Vegetation	All vegetation within 25 feet of the Alyeska Highway right-of-way shall be retained, except to accommodate a driveway, a utility easement, or utilities located by permit.	Complies: See A0.2
21.09.070E.8. Re-vegetation of Disturbed Areas	All ground surfaces on the site, disturbed during construction and not to be occupied by buildings, structures, storage yards, drives, walks, pedestrian areas, off-street parking or other authorized installations, shall be re- vegetated with plant material of the landowner's choice. However, the plant materials shall not be invasive plants as listed in the Selected Invasive Plants of Alaska booklet produced by the United States Department of Agriculture and the Forest Service, Alaska Region. To promote re-vegetation, biodegradable erosion control netting or mulch blanket shall be used on disturbed slopes steeper than 3:1 (run to rise). Slopes shall be stabilized and re-seeded before September 1. The re-seeding material shall be erosion control vegetation, such as those with aggressive	All disturbed ground surfaces on the site will be re-vegetated with native grasses.

21.09.070H.2. Walkways System - Residential	In multifamily projects, and in attached single-family and two-family dwelling projects containing more than two residential buildings, paved and lighted walkways shall be provided from individual units or common building entries to parking lots and to paved public trails or sidewalks abutting the property. The maximum grade on pedestrian walkways is 5% without a handrail, or 8% if a handrail is provided.	Complies: See A0.2 and Civil plan.
21.09.070J. Utilities and Utility Equipment Standards		See Phase I plot plan for utility information.
21.09.070K.1.b. Snow Storage Area	Snow storage space adjacent to surface parking lots and pathways shall be identified on the site plan. To facilitate snowplowing and snow removal, snow storage areas equal to at least 20% of the total area of the site used for parking, access drives, walkways, and other surfaces needing to be cleared of snow, shall be designated on the site plan.	Complies: See A0.2 and Civil plan.
21.09.070K.1.d. Snow Storage and Drainage	The location of snow storage areas shall be coordinated with drainage plans so the stored snow does not block meltwater from swales and drains.	Complies: See Civil drawings for drainage plan.
21.09.070K.1.e. Snow Storage and Landscaping	Areas designated for snow storage shall be landscaped only with groundcovers and shall have positive drainage away from structures and pavements. Storage of snow is prohibited in required natural vegetation areas.	Complies: See A0.2 and Civil drawings for landscape and drainage.
21.09.070L.1. General	Per Anchorage Municipal Code 21.07.090.E.1 off-street parking spaces are not required.	Complies: Developer is providing 9 parking spaces in Phase I, and 7 parking spaces in Phase II for a total of 16 spaces which is two more than would have been
21.09.070L.4. Parking Lot Location - Residential	Parking for multifamily dwellings or multiple residential dwelling structure projects is prohibited in any required setback. All surface parking lots shall be screened from adjacent streets, properties, and public trails through the use of retained vegetation and/or landscaping encompassing the front setback, with breaks for driveways and walkway access.	Complies: See A0.2.

21.09.070L.8. Parking Surfacing Materials	Interior roads, driveways, and parking lots shall be paved, [...].	Complies: Driveways and parking areas onsite paved with asphalt concrete paving.
21.09.070N.2. Tbl. 21.09-11. Driveway Standards for Residential Uses: Multiple-family Residential	Min. Width: 12 ft, Max. Width, two-way driveway (within a setback): 24 ft.	Complies: Driveway width is 20'.
	Slope: Slopes of up to 10% are allowed on all residential driveways.	Complies: See Civil drawings and Phase I plot plan.
21.09.080.E Multiple-family and townhouse building design standards 2. Building Style, massing, and size. C. scale and size	No wall shall be longer than 42 feet without a change or alteration in alignment of at least four feet in depth from the plane of the referenced wall. For building sides longer than 64 feet, the combined length of the segments not in plane with the primary wall plane of the building side shall equal at least one-third of the building side length.	Complies: See A1.1 Floor Plan
21.09.080E Multiple-family [...] building design standards. 3 Roof form. b. Flat Roofs	Flat-roofed buildings shall be permitted only if the roof areas are divided into separate segments, each no more than 3,000 square feet in area, and separated from adjoining segments by at least four feet in vertical elevation.	Complies: See A1.4.
21.09.080E.3.c. Cornices	Flat portions of roofs shall have distinctive cornice features.	Complies: See A2.1, A2.2 and A2.3.
21.09.080E.3.d. Roof Overhangs	Roof overhangs shall be sufficient to provide weather protection for building walls. Overhangs on the gable end shall be a minimum of 12 inches. Overhangs on the eave ends shall be a minimum of 24 inches, [...]. Flat-roofed structures shall provide an appropriate means of managing runoff to protect exterior walls. Solariums are exempt from this subsection.	Complies: See roof plan A1.4 for dimensions. See also architectural elevations and sections. Roofs overhangs at least 2 feet from exterior walls except at penthouse roof which manages run off. See A1.4 for roof drainage.
21.09.080E.3.e. Snow and Rain Protection	Roof structures shall be designed to protect doorways, exterior stairs, emergency exits, balconies, vehicle service bays, and garage entrances from snow, ice and rain. Balconies shall be designed to avoid drainage onto other balconies or pedestrian spaces below.	Complies: Roof forms protect all mentioned areas.

21.09.080E.3.f. Roofing Materials	Roofing materials may be asphalt shingle, metal, slate, or built-up materials on flat sections. Brightly colored enameled reflective metal, and wood shakes are prohibited roofing materials.	Complies: Roofing will be built-up materials on flat sections.
21.09.080E. 4 Porches and entrances. a. Landing Height	Where landings are used, they shall be a minimum of six inches higher than adjacent walkways or streets.	Complies: See A2.1 and A3.2
21.09.080E.7. b. Resident Storage and other accessory buildings.	A multiple-family project shall provide a minimum of 40 square feet per dwelling unit of covered, enclosed, and secure storage areas for bikes and other belongings typically cannot be accommodated within individual dwelling units. This storage area may be provided as part of a garage. Storage and other accessory buildings shall be designed with materials and/or architectural elements related to the principal buildings.	Complies: 40 square feet of storage are provided in each garage

ORIGINAL

U. S. SURVEY
No. 3043, ALASKA

GIRDWOOD SMALL TRACT GROUP EMBRACING
LOTS 11 TO 31 AND 61 TO 70 INCLUSIVE
AND LOTS 14A, 22A, 29A, 62A AND 69A

Situated
on the Crow Creek Highway about 3/4 mile northerly
from Girdwood adjoining U. S. Survey No. 3042

Latitude 60°58'54" N., Longitude 149°10'00" W.,
At Corner No. 1
Area: 54.17 Acres

Surveyed By
Gordon M. Hebbler, Cartographer (Cadastral)
April 23 to May 19, 1953

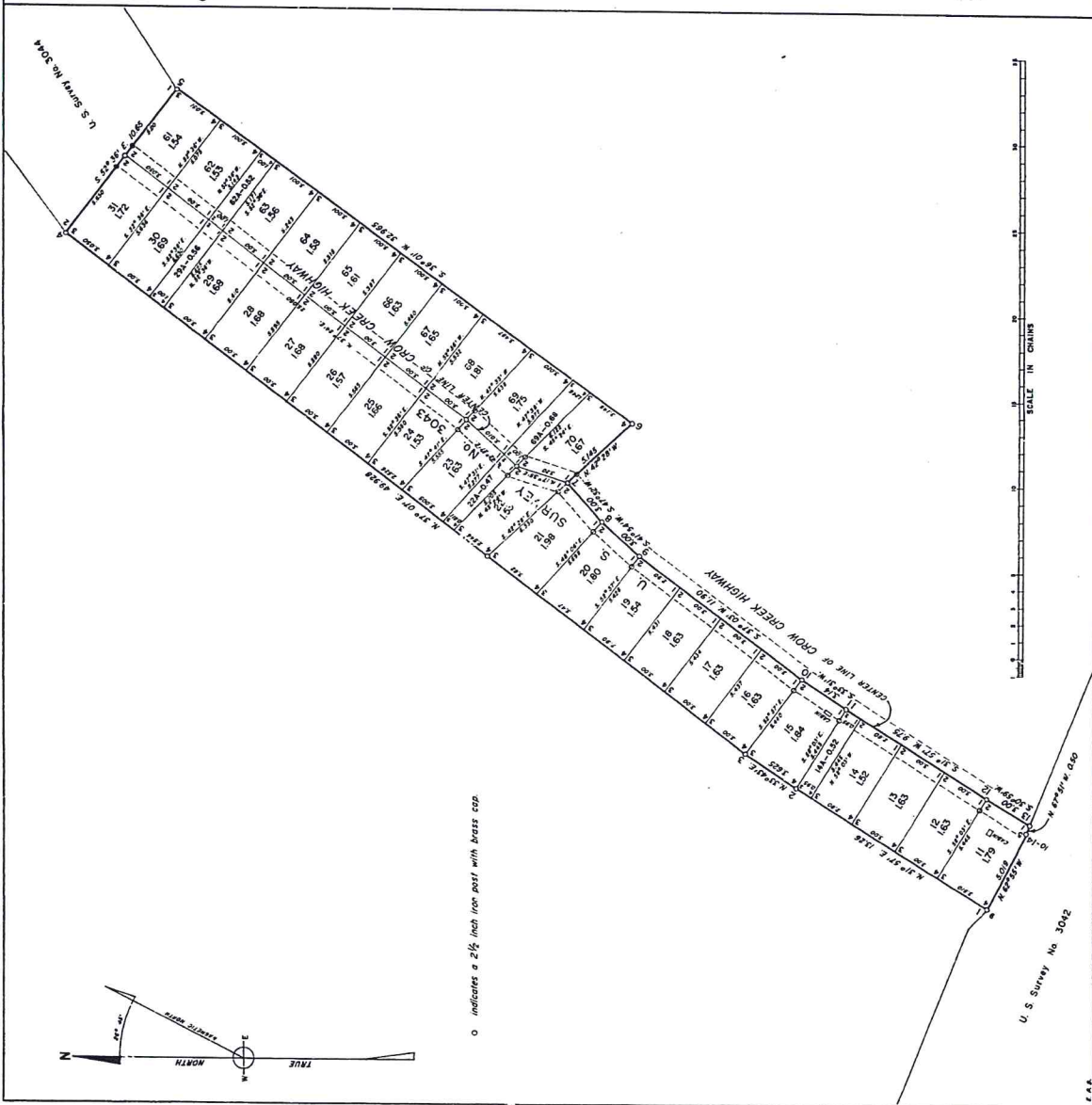
Under Special Instructions Dated
September 6, 1950 and approved
September 19, 1950

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
Washington, D. C., March 18, 1954

This plat is strictly conformable to the approved
field notes, and the survey, having been correctly exe-
cuted in accordance with the requirements of law and
the regulations of this Bureau, is hereby accepted.

For the Director
[Signature]
Assistant Chief, Division of
Cadastral Engineering

508
Survey No. 3043
U.S.G.P.



39 SOUTH MULTIFAMILY RESIDENCES - PHASE II

GIRDWOOD, ALASKA



commercial • planning • interior • exterior
GIRDWOOD ALASKA
BOX 842
907.783.1095
FAX 907.783.1095
ZARCHITECTS@ALASKA.NET

Civil
Triad Engineering LLC
1300 E. 68th Ave.
Suite 210
Anchorage, Alaska 99518
Phone: (907) 344-3114

Structural



PROJECT INFORMATION

THE PROJECT IS TOWNHOUSE STYLE MULTIFAMILY DEVELOPMENT. THERE WILL BE ONE GROUP OF THREE UNITS. UNITS ARE TWO BEDROOM AND ALL UNITS WILL HAVE A GARAGE AND ENTRY ON FIRST FLOOR.

LEGAL DESCRIPTION
LOT 12, BLOCK 6
ALYKA SUBDIVISION UNIT NO. 3
GIRDWOOD, ALASKA

BUILDING AREA (SQUARE FEET)

	GARAGE SPACE EACH	LIVING SPACE EACH	TOTAL PER UNIT	TOTAL PER BUILDING (3 UNITS)
THIRD FLOOR	N/A	667	667	2,001
SECOND FLOOR	N/A	707	707	2,121
FIRST FLOOR	353	179	482	1,446
TOTAL GROSS AREA	353	1,503	1,856	5,568

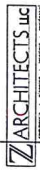
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A5.5	ROOF DETAILS
A5.6	DECK DETAILS
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S2.0	FOUNDATION PLAN
S2.1	FOUNDATION PLAN
S2.2	3RD FLOOR & ROOF FRAMING PLAN
S2.3	FOUNDATION DETAILS
S2.4	FOUNDATION DETAILS
S4.1	FRAMING DETAILS
MECHANICAL & ELECTRICAL	

03-10-24
PERMITTING DOCUMENTS



NOT FOR CONSTRUCTION



39 SOUTH MULTIFAMILY RESIDENCES - PHASE II
DESIGN DEVELOPMENT
Girdwood, Alaska

RENDERINGS

JOB NO. 22-16
SUBMITTAL
DRAWN BY: ET
CHECKED BY:
REVISIONS: 04.16.24

03-10-24

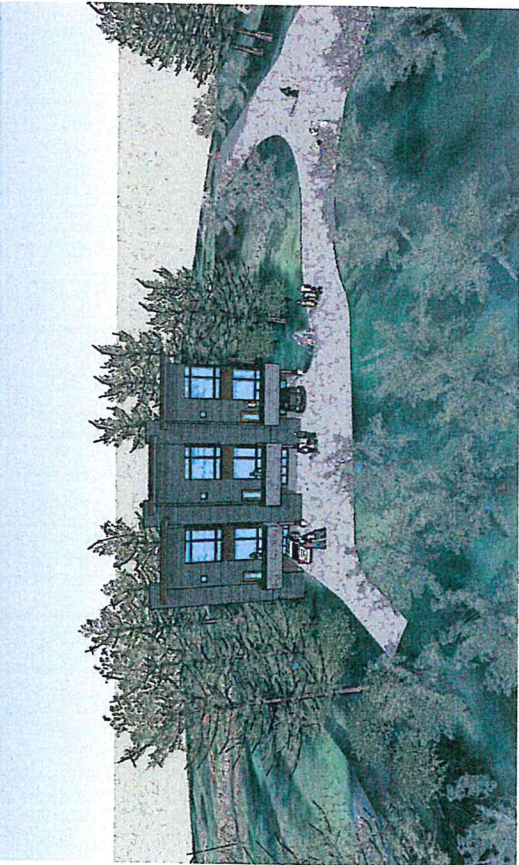
R1.1



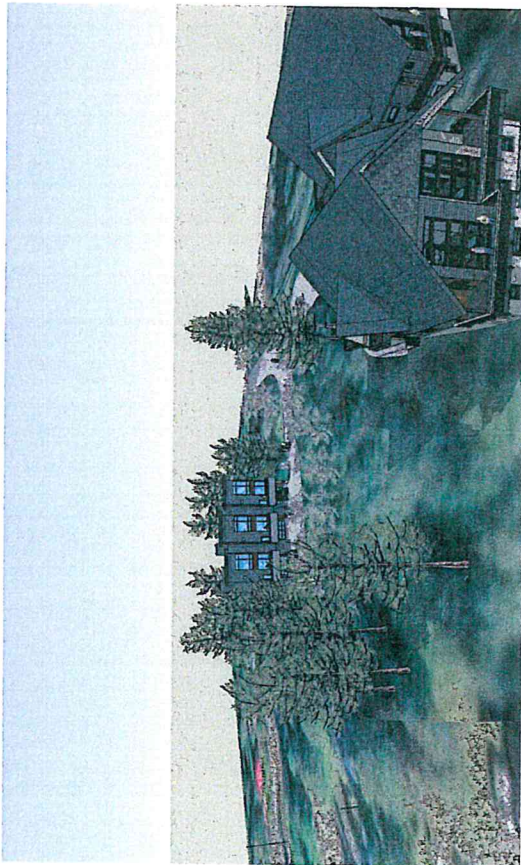
SITE PLAN IMAGE



VIEW FROM ENTRY DRIVEWAY



VIEW FROM EAST



VIEW FROM EAST WITH PHASE 1 IN FOREGROUND

03-10-24
PERMITTING DOCUMENTS

1 IMAGES FROM THE MODEL
SCALE: NO SCALE

NOT FOR CONSTRUCTION



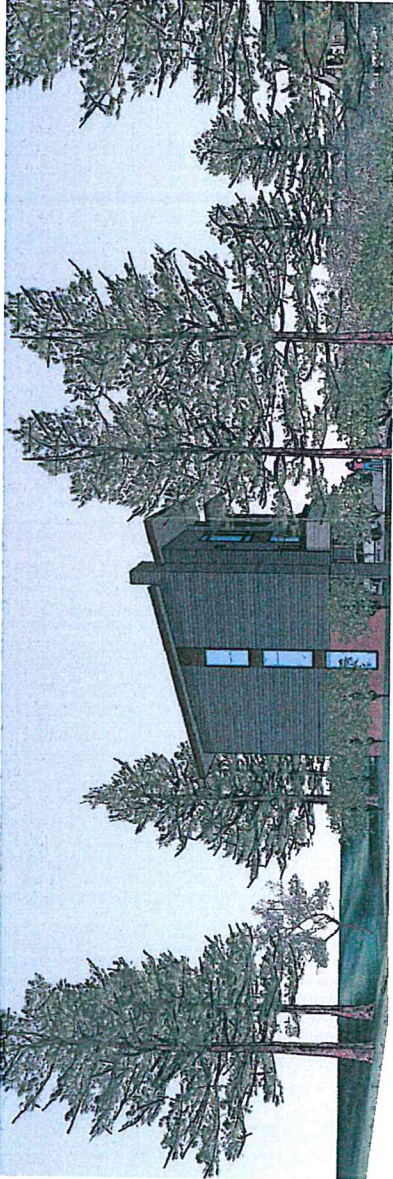
39 SOUTH MULTIFAMILY RESIDENCES - PHASE II
Orlando, Alaska
DESIGN DEVELOPMENT

RENDERINGS

JOB NO. 22-16
SUBMITTED BY: [Signature]
DRAWN BY: ET
CHECKED BY: [Signature]
REVISIONS: 04.16.24

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R1.2



VIEW FROM NEAREST NEIGHBOR'S LOT



ABOVE VIEW IS FROM THIS LOCATION

OVERHEAD VIEW

03-10-24
PERMITTING DOCUMENTS

1 IMAGES FROM THE MODEL
SCALE: NO SCALE



03-10-24
PERMITTING DOCUMENTS



1 LOCATION MAP
SCALE: NO SCALE

AD.0

LOCATION MAP

39 SOUTH MULTIFAMILY RESIDENCES - PHASE II
Girdwood Alaska
SCHEMATIC DESIGN

JOB NO. 22-16
SUBMITTAL
DRAWN BY: CT
CHECKED BY:
REVISIONS:
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NOT FOR CONSTRUCTION

ZONING INFORMATION	NOTE: NUMBERS ARE TOTALS FOR ENTIRE SITE.
ORCHARD ZONING DISTRICT:	GR-1
BUILDING HEIGHT ALLOWABLE PER TABLE 21.09-5:	35 FEET
BUILDING HEIGHT ACTUAL:	34'-11 1/4"
EXCEPTIONS PER AMC21.06.030.D.6.C HEIGHT LIMITATION DOES NOT APPLY TO STAIRWELL & ELEVATOR ENCLOSURES.	
SETBACKS	
FRONT YARD SETBACK	20 FEET
ALYSEA HWY SETBACK PER TABLE 21.09-5 NOTE 1	25 FEET
SIDE YARD SETBACK (FLEXIBLE: 5' MINIMUM)	10 FEET
REAR YARD SETBACK: 20 FEET (FLEXIBLE: 15' MIN IF FRONT YARD IS 25')	
PER TABLE 21.09-5 NOTE 2:	15 FEET
MINIMUM LOT AREA (19,800 FOR 3 UNITS, ADD 4,000 FOR EACH ADDITIONAL UNIT)	35,800 SF
LOT AREA ACTUAL:	54,330 SF
MAXIMUM LOT COVERAGE BY BUILDINGS ALLOWED PER TABLE 21.09-5	25% (13,582.5 SF)
ACTUAL LOT COVERAGE BY BUILDINGS	16% (8,688 SF)
MAXIMUM FLOOR AREA RATIO ALLOWED:	.45 (24,448.5 SF)
ACTUAL FLOOR AREA RATIO:	.30 (18,248 SF)
TABLE 21.09-2	
MAXIMUM DWELLING UNITS (DUA) PER ACRE W/ CONDITIONAL USE PERMIT:	8
ACTUAL DWELLING UNITS PER ACRE (700/1.25 ACRES):	5.6
MAXIMUM NUMBER OF DWELLINGS ALLOWED ON LOT WITH CONDITIONAL USE PERMIT (1.25 ACRES X 8 DUA):	10
ACTUAL DWELLING UNITS ON LOT:	7
LANDSCAPING	
MINIMUM NATURAL VEGETATION AREA PER TABLE 21.09-10 (20% OF LOT SIZE):	10,866 S.F.
ACTUAL NATURAL VEGETATION AREA:	27,800 S.F.
ALL DISTURBED AREAS WILL BE RE-VEGETATED PER 21.09.0701.6	
PERMEABLE SURFACE	
REQUIRED PERMEABLE SURFACE AREA PER TABLE 21.09.070-1 (40% OF LOT SIZE):	21,732 S.F.
BUILDING FOOTPRINT: -8,688 S.F.	
PERMEABLE SURFACE AREA PROVIDED:	54,330 S.F.
TOTAL PERMEABLE SURFACE PROVIDED:	3,274 S.F.
SNOW STORAGE:	
PER 21.09.0701.1.b	20% OF PLOWED AREA
REQUIRED SNOW STORAGE AREA:	10,428 S.F.
SNOW STORAGE AREA PROVIDED:	2,808 S.F.
DRIVEWAY WIDTH:	
MINIMUM DRIVEWAY WIDTH PER TABLE 21.09-11:	12 FEET
MAXIMUM TWO-WAY DRIVEWAY WIDTH PER TABLE 21.09-11:	24 FEET



39 SOUTH MULTIFAMILY RESIDENCES - PHASE II
 DESIGN DEVELOPMENT
 ORCHARD, ALASKA

SITE PLAN - PHASE I & II.

DATE: 04.22.24
 REVISIONS: MAZ
 CHECKED BY: MAZ
 DRAWN BY: MAZ
 SUBMITTED: 04.22.24
 PERMITS: 2024

ARCHITECTS LLC

NOT FOR CONSTRUCTION

AO.2

03-10-24
 PERMITTING DOCUMENTS

1 SITE PLAN
 SCALE: 1/16" = 1'-0"

PARKING COUNT REQUIRED BEFORE JANUARY 2023 WHEN WOA REMOVED ALL PARKING REQUIREMENTS:
 AMC 21.07.001.1:
 1.65 PARKING SPACES FOR EACH 2 BEDROOM UNIT
 OVER 800 SF X 1/4 = 5 SPACES (TOWNHOUSES)
 2.25 PARKING SPACES FOR EACH 3 BEDROOM UNIT
 OVER 900 SF X 1/4 = 9 SPACES (DUPLICES)
 14 SPACES PREVIOUSLY REQUIRED
 16 SPACES PROVIDED

CURRENT PERMITTED PHASE I DUPLEXES:
 TOTAL BUILDING FOOTPRINT (EACH BUILDING):
 3,168 S.F. INCLUDING DECKS AND CARPORTS.

PROPOSED PHASE II TRIPLEX:
 TOTAL BUILDING FOOTPRINT:
 2,352 S.F. INCLUDING BUILDING OVERHANGS AND DECKS.

NOT FOR CONSTRUCTION



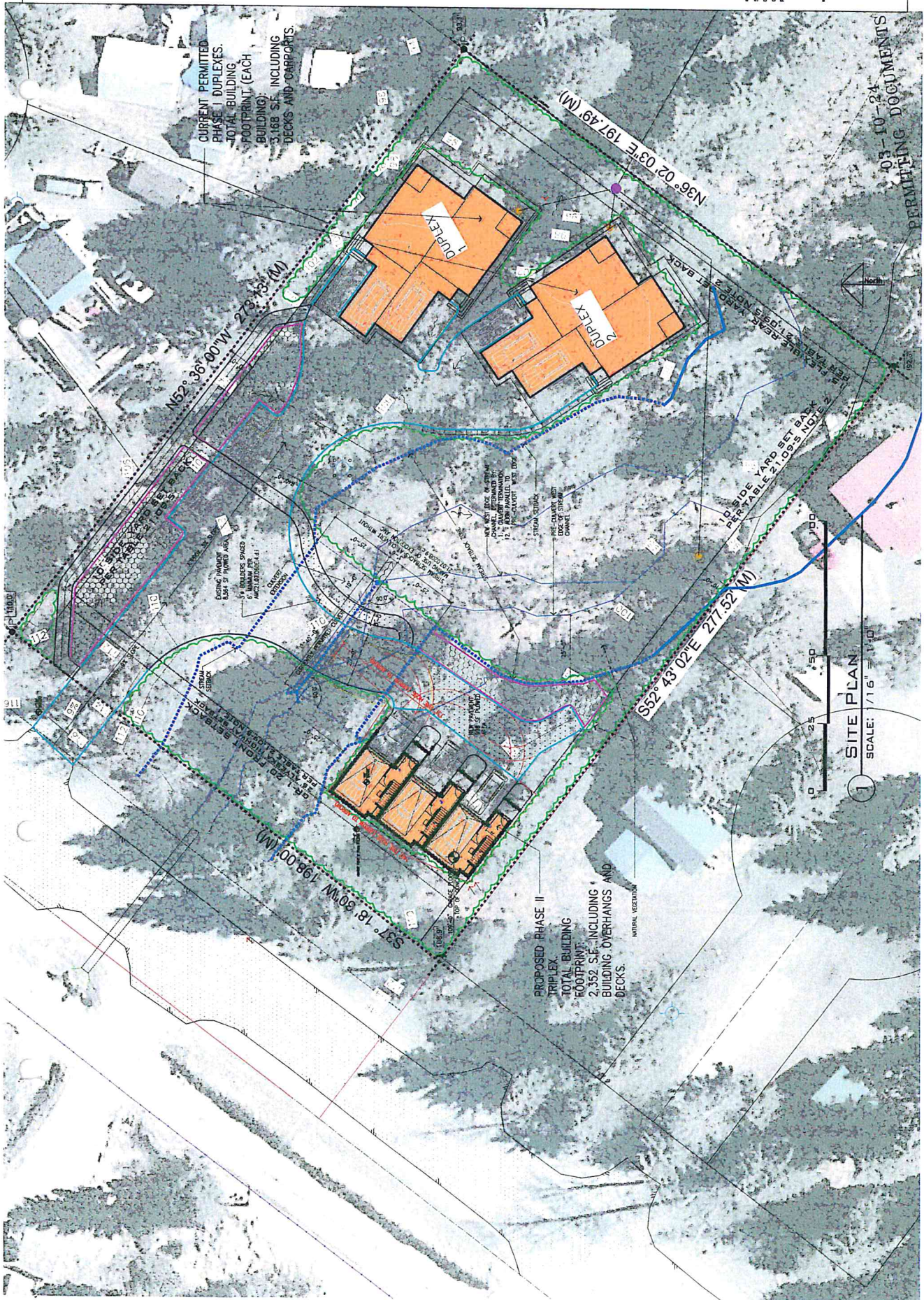
SITE PLAN - PHASE I & II WITH AERIAL

39 SOUTH MULTIFAMILY RESIDENCES - PHASE II
Schematic Design
City of Wood, Alaska

JOB NO. 22-16
DESIGNED BY: MAZ
CHECKED BY: MAZ
REVISED BY:

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AD.3



CURRENT PERMITTED
PHASE I DUPLEXES.
TOTAL BUILDING
FOOTPRINT (EACH
BUILDING)
5,168 S.F. INCLUDING
DECKS AND CARPORTS.

PROPOSED PHASE II
TRIPLEX
TOTAL BUILDING
FOOTPRINT
2,352 S.F. INCLUDING
BUILDING OVERHANGS AND
DECKS.

1 SITE PLAN
SCALE: 1/16" = 1'-0"

03-10-24
PERMITTING DOCUMENTS

NOT FOR CONSTRUCTION



39 SOUTH MULTIFAMILY RESIDENCES - PHASE II
DESIGN DEVELOPMENT

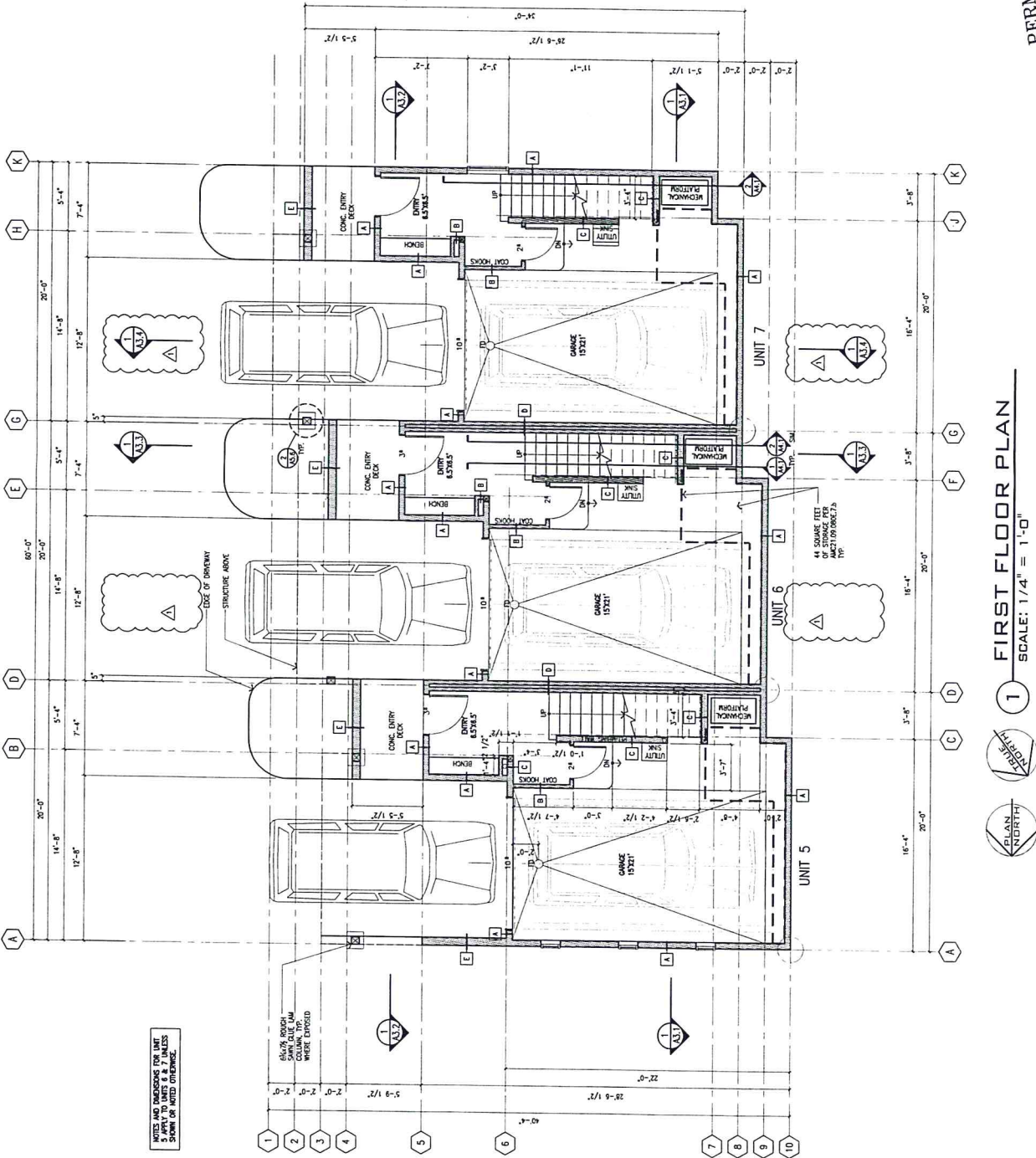
FIRST FLOOR PLAN

JOB NO. 22-16
SUBMITTED: XX-XX-XX
DRAWN BY: MAZ
CHECKED BY: MAZ
REVISIONS: 4.16.24

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A1.1

03-10-24
PERMITTING DOCUMENTS



1 FIRST FLOOR PLAN
SCALE: 1/4" = 1'-0"

NOT FOR CONSTRUCTION



SECOND FLOOR PLAN

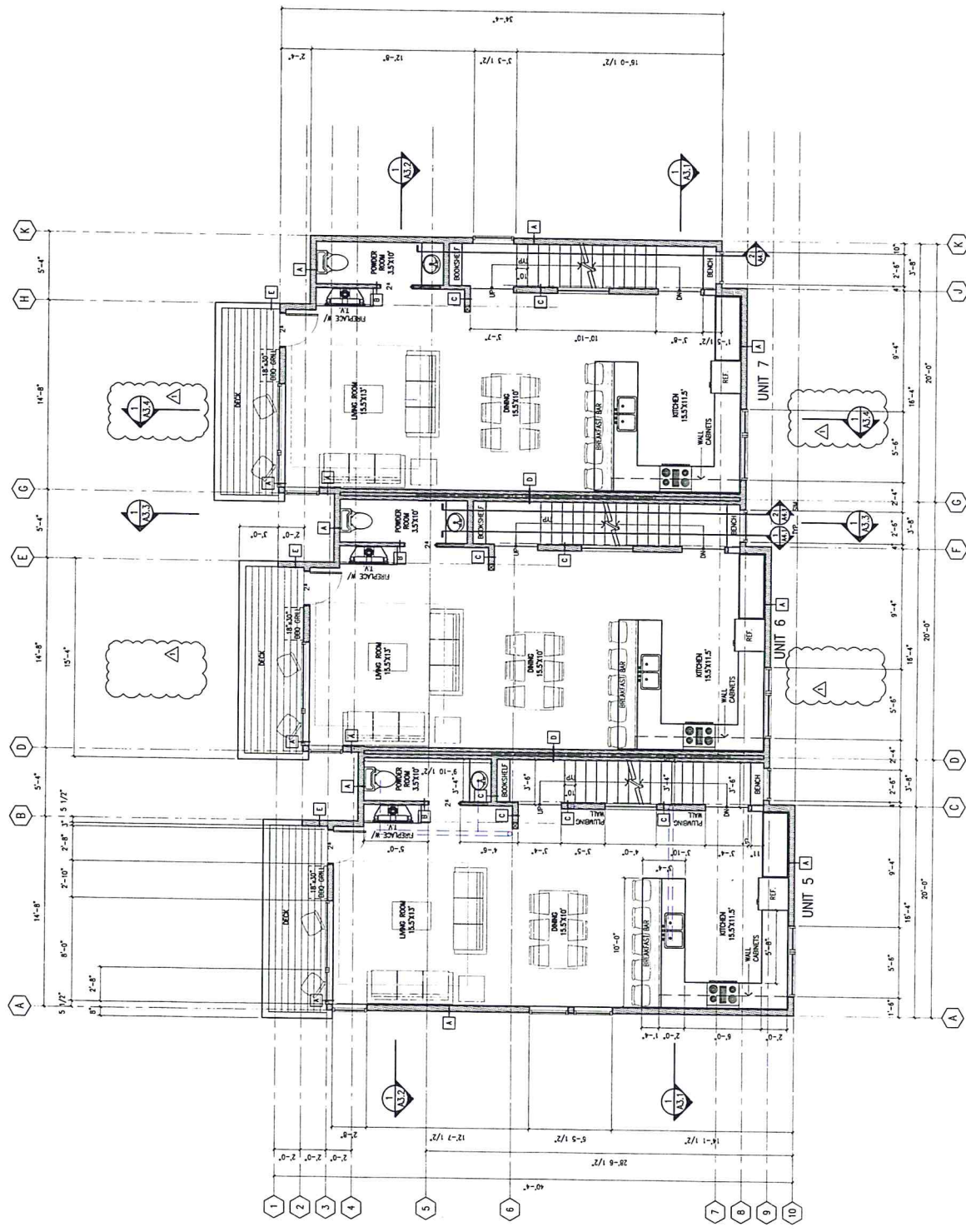
39 SOUTH MULTIFAMILY RESIDENCES - PHASE II
DESIGN DEVELOPMENT
Citywood, Alaska

JOB NO. 22-16
SUBMITTED BY: MZ
DRAWN BY: MZ
CHECKED BY: MAZ
REVISIONS: 4.10.24

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A1.2

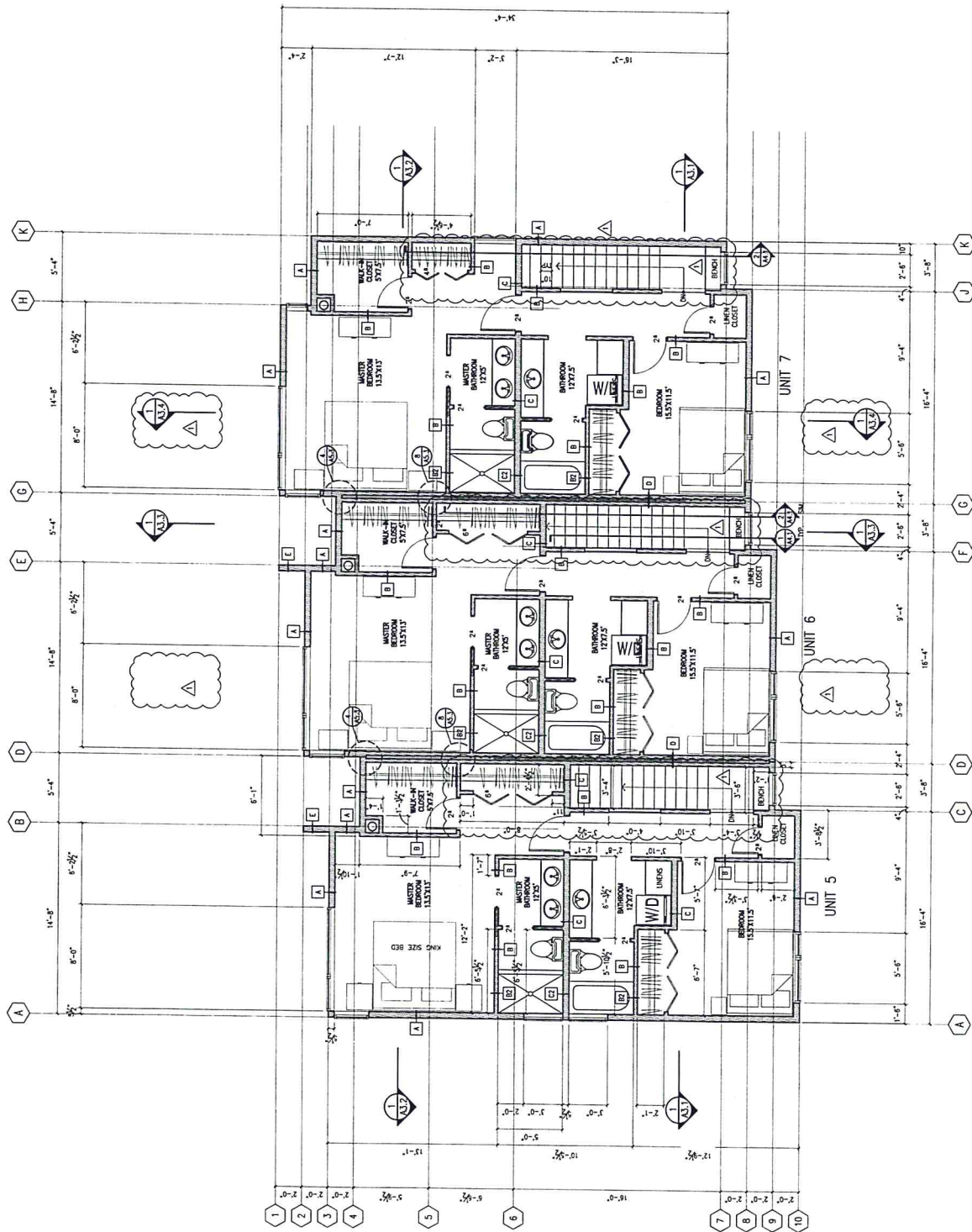
03-10-24
PERMITTING DOCUMENTS



1 SECOND FLOOR PLAN
SCALE: 1/4" = 1'-0"



03-10-24
PERMITTING DOCUMENTS



1 THIRD FLOOR PLAN
SCALE: 1/4" = 1'-0"



NOT FOR CONSTRUCTION



39 SOUTH MULTIFAMILY RESIDENCES - PHASE II
Girdwood, Alaska
DESIGN DEVELOPMENT

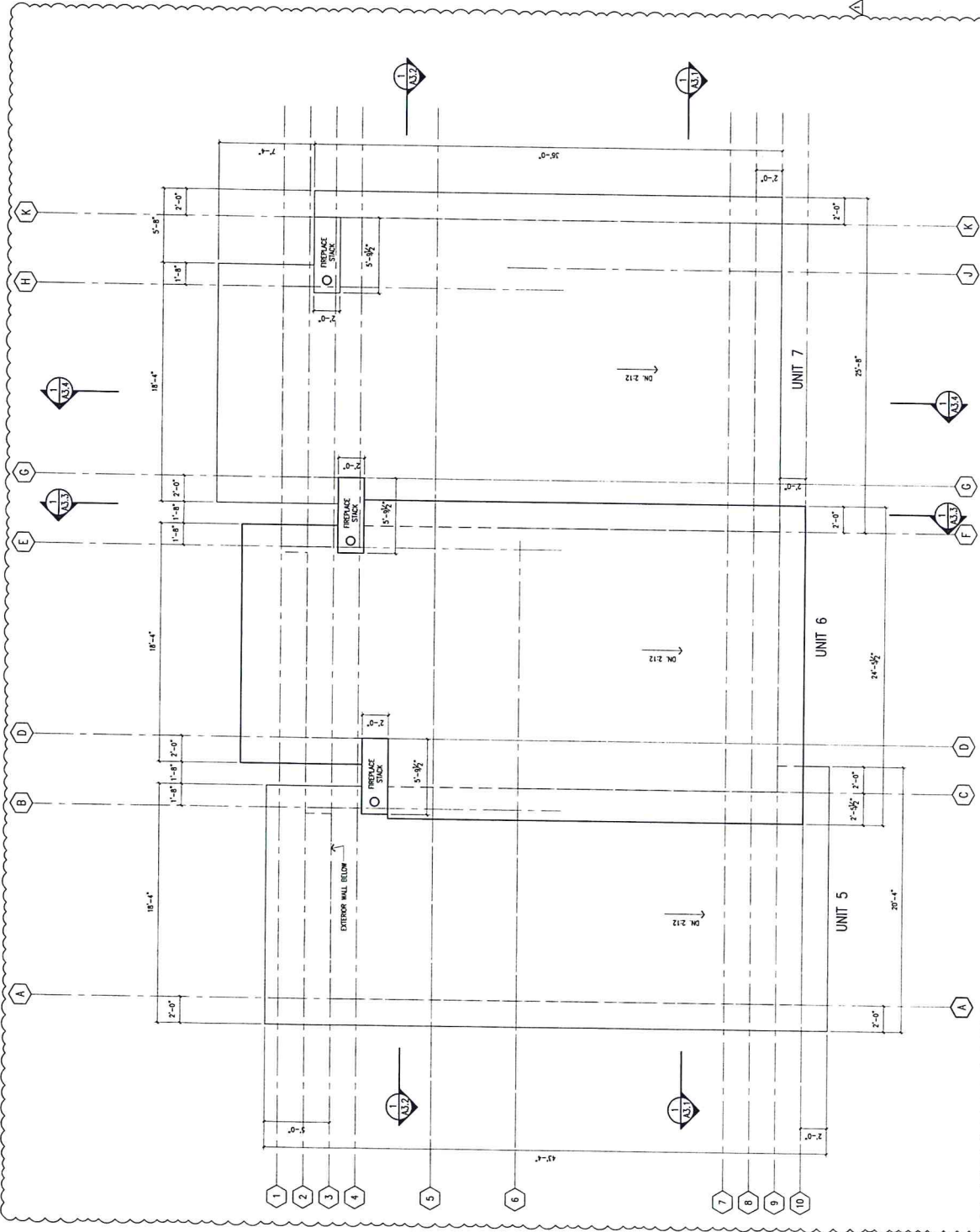
ROOF PLAN

JOB NO. 22-16
SUBMITTED: 4/10/24
DRAWN BY: MAZ
CHECKED BY: MAZ
REVISIONS: 4.10.24

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A1.4

03-10-24
PERMITTING DOCUMENTS



1 ROOF PLAN
SCALE: 1/4" = 1'-0"



NOT FOR CONSTRUCTION



39SOUTH MULTIFAMILY RESIDENCES - PHASE II
DESIGN DEVELOPMENT

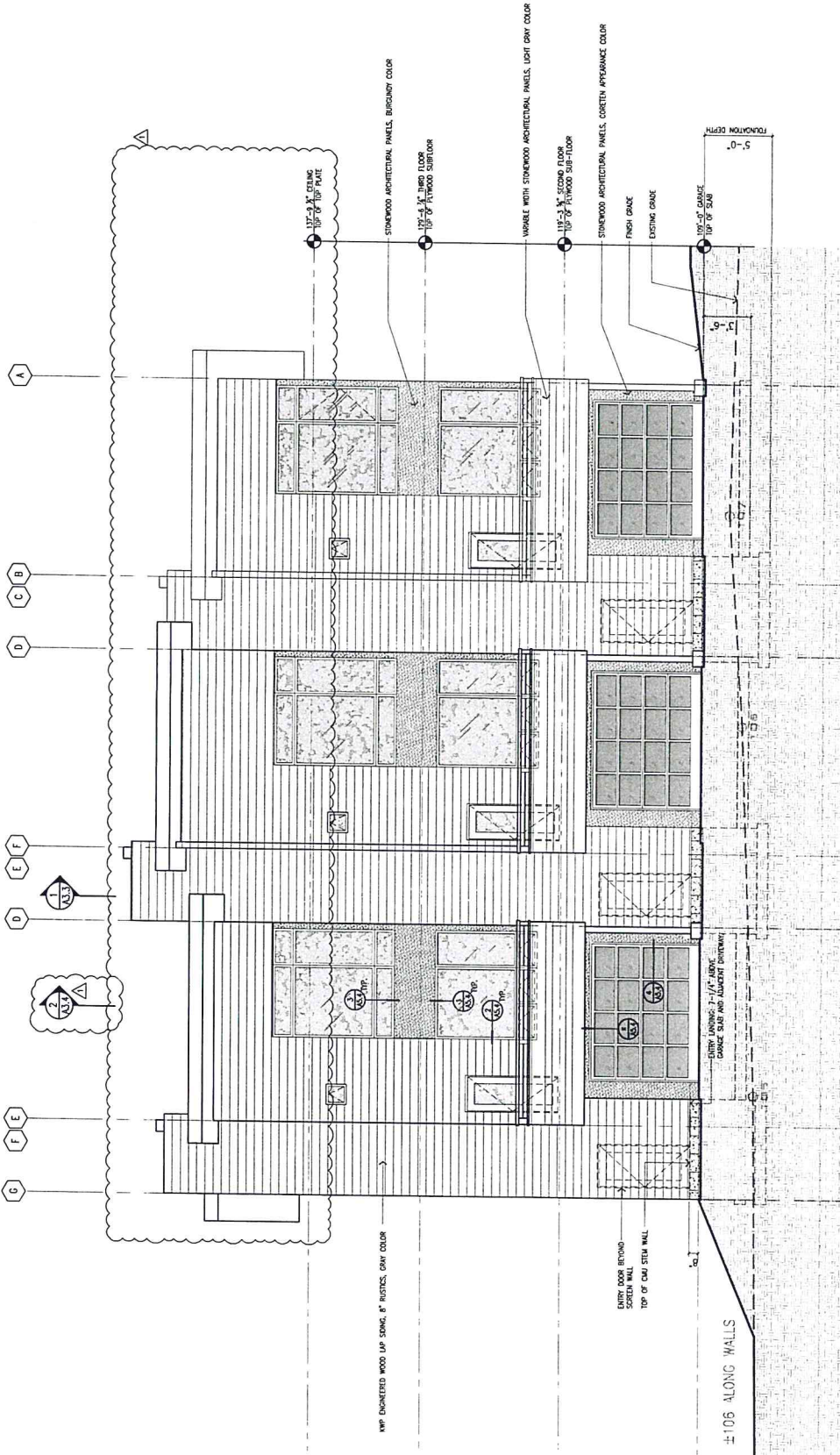
EAST ELEVATION

JOB NO. 22-16
SUBMITTED BY: JWM
DRAWN BY: MAZ
CHECKED BY: MAZ
REVISIONS: 4.1 6.24

COMPILED BY: JWM
DATE: 03-10-24

A2.1

03-10-24
PERMITTING DOCUMENTS



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

NOT FOR CONSTRUCTION



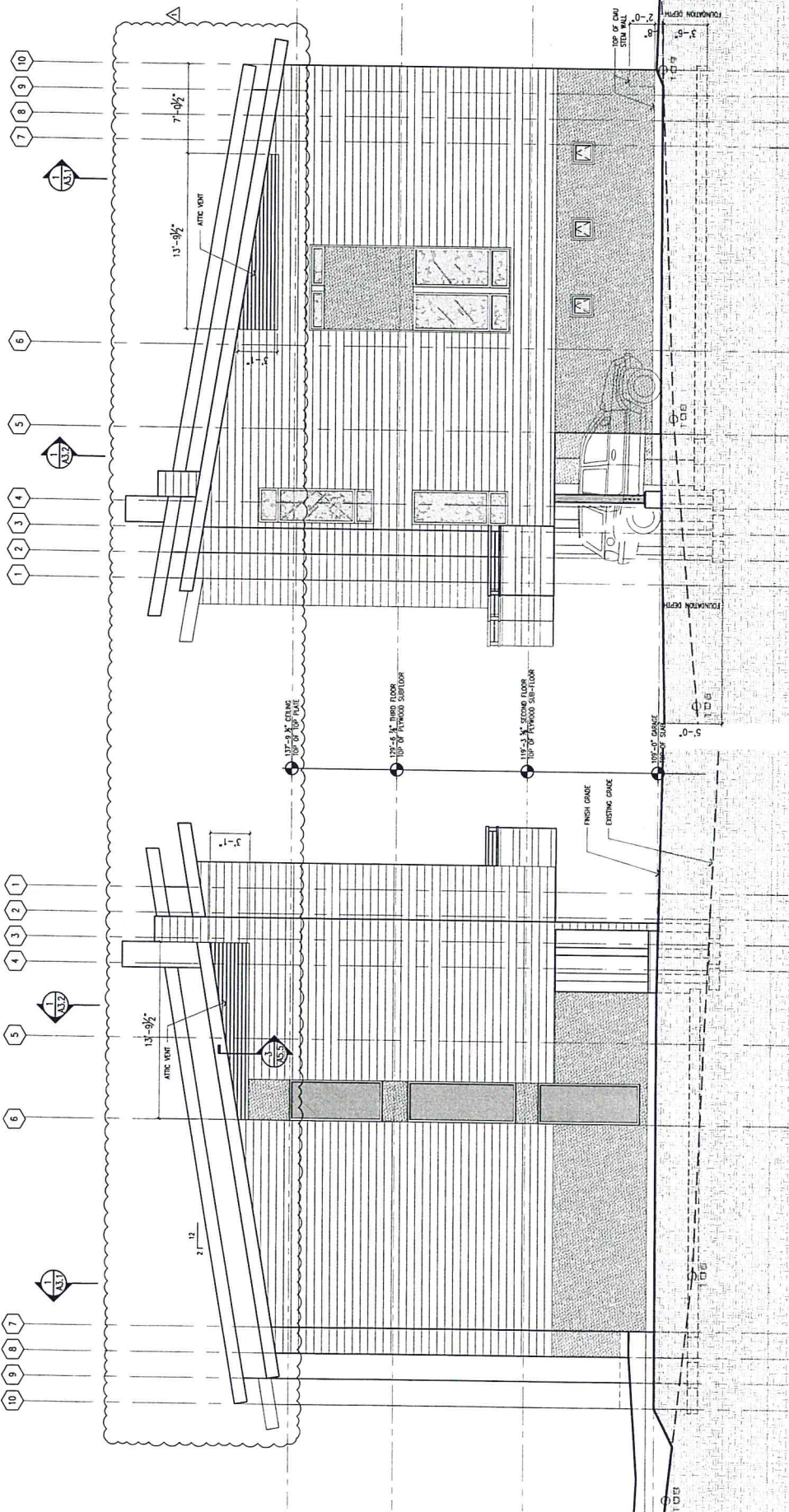
SOUTH AND NORTH ELEVATIONS

39 SOUTH MULTIFAMILY RESIDENCES - PHASE II
DESIGN DEVELOPMENT
Gridwork Alaska

JOB NO. 22-16
SUBMITTED BY: JWM
DRAWN BY: MAZ
CHECKED BY: MAZ
REVISIONS: 4.1.6.24

CONVEYED 2024

A2.2



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

2 NORTH ELEVATION
SCALE: 1/4" = 1'-0"

03-10-24
PERMITTING DOCUMENTS

NOT FOR CONSTRUCTION



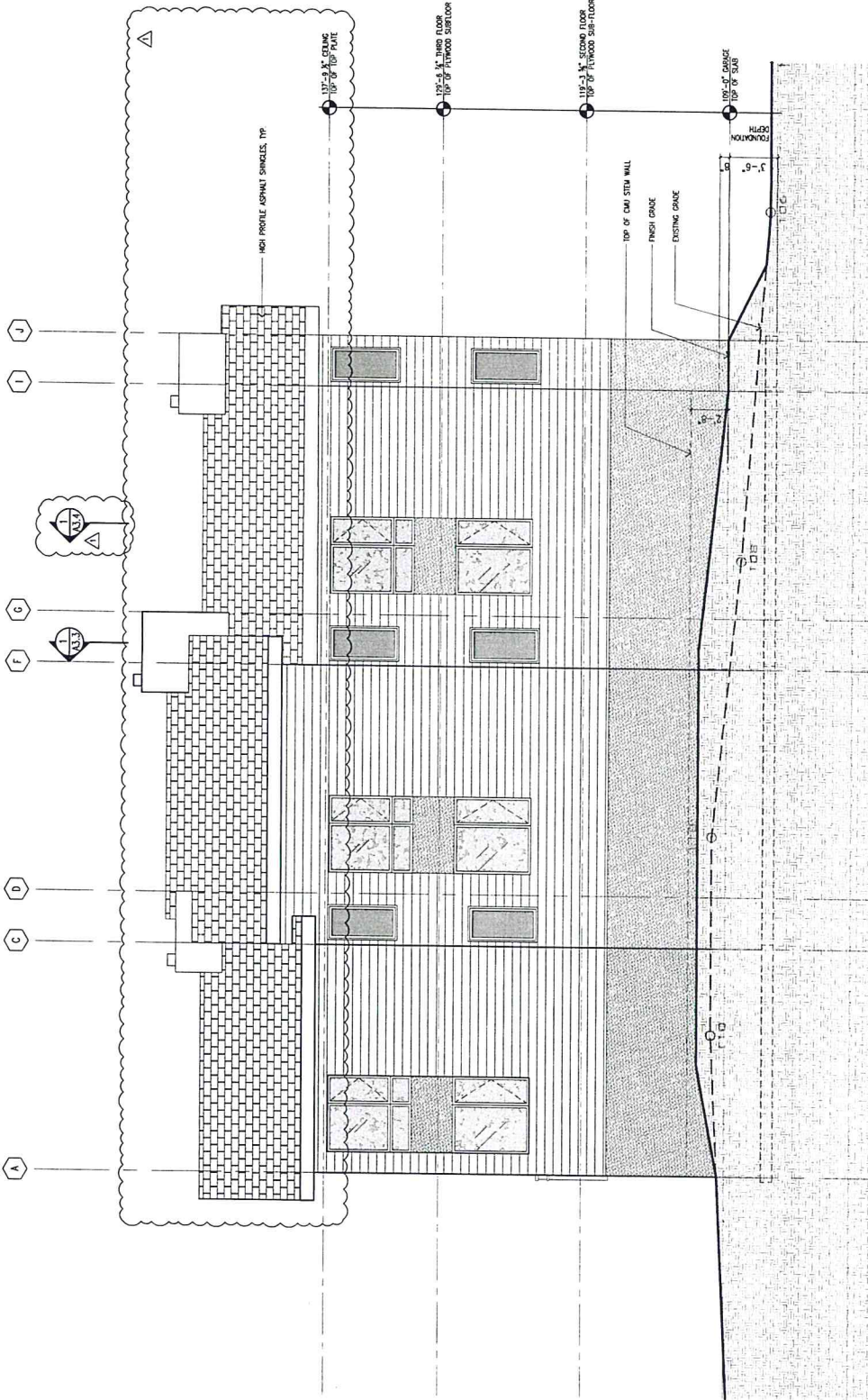
WEST ELEVATION

39 SOUTH MULTIFAMILY RESIDENCES - PHASE II
Gridwood Alaska
DESIGN DEVELOPMENT

JOB NO. 22-19
SUBMITTAL:
DRAWN BY: JWM
CHECKED BY: MAZ
REVISIONS: 4.10.24

CONTRACT: 22-19

A2.3



1 WEST ELEVATION

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

03-10-24
PERMITTING DOCUMENTS

NOT FOR CONSTRUCTION



39 SOUTH MULTIFAMILY RESIDENCES - PHASE II
DESIGN DEVELOPMENT

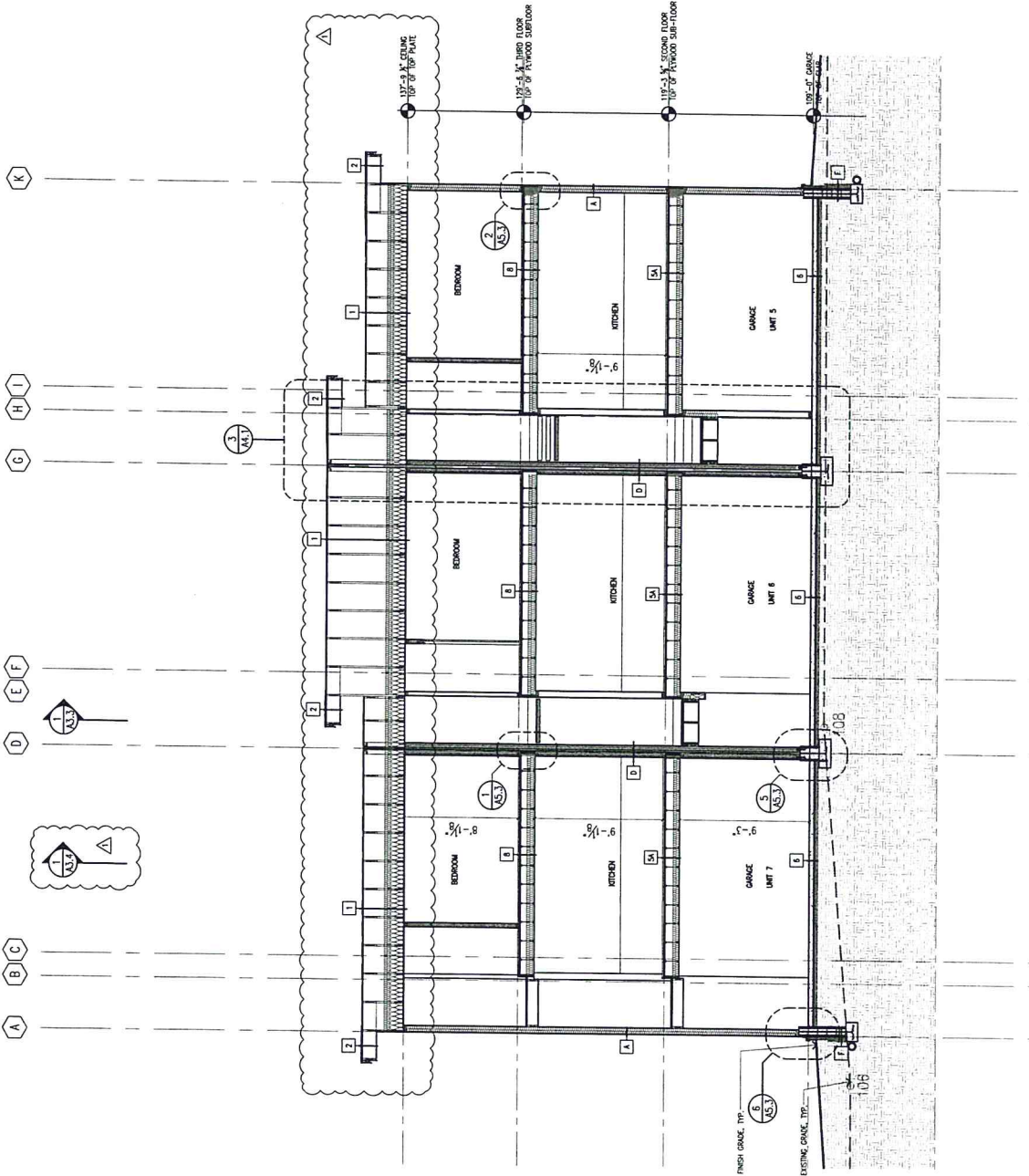
BUILDING SECTIONS

JOB NO. 22-16
SUBMIT NO. 02
DRAWN BY: JWM
CHECKED BY: MAZ
REVISIONS: A 4-10-24

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A3.1

03-10-24
PERMITTING DOCUMENTS



1 BUILDING SECTION
SCALE: 1/4" = 1'-0"

NOT FOR CONSTRUCTION



BUILDING SECTIONS

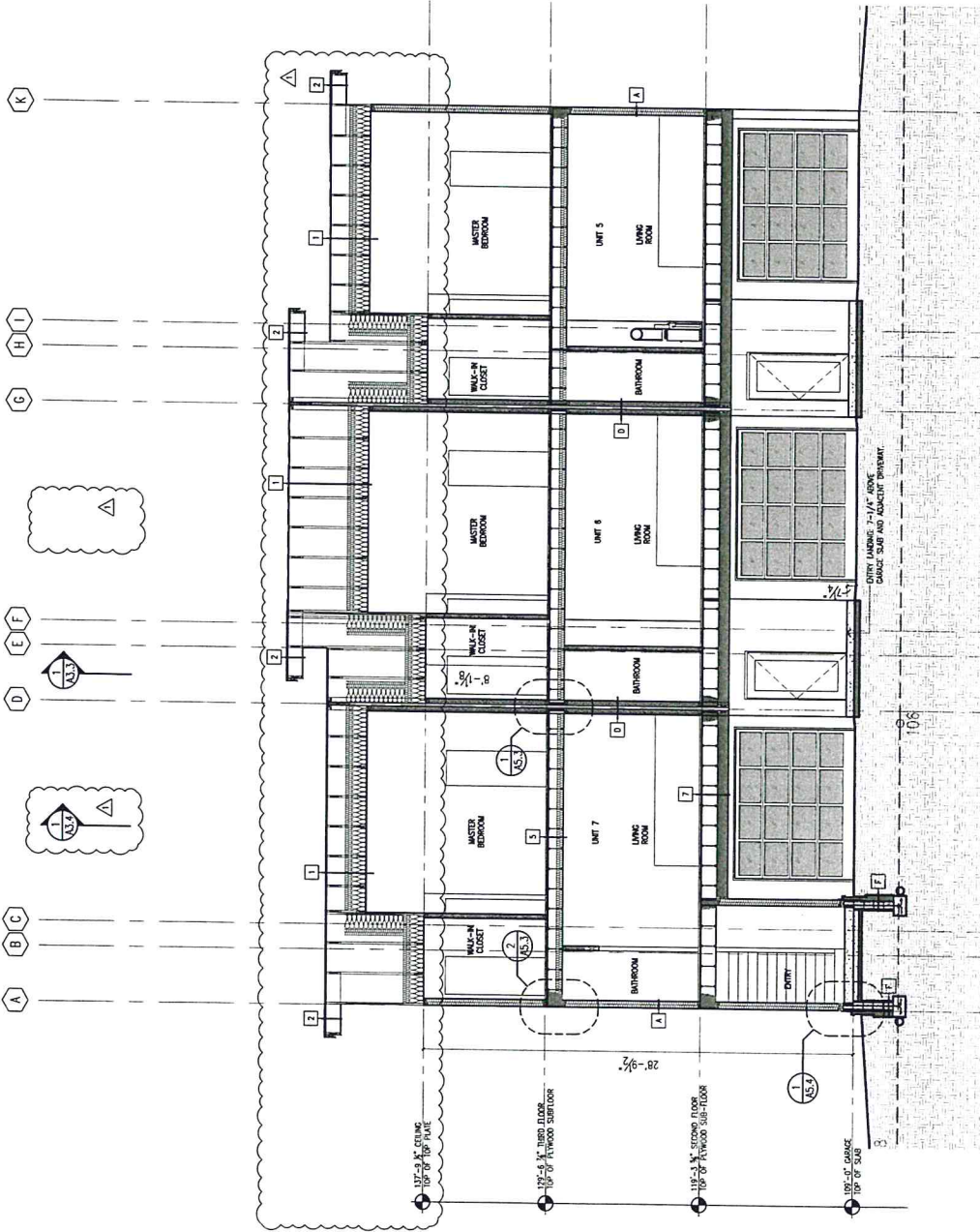
39 SOUTH MULTIFAMILY RESIDENCES - PHASE II
DESIGN DEVELOPMENT
Girdwood, Alaska

JOB NO. 22-16
SUBMITTAL
DRAWN BY: JWM
CHECKED BY: MAZ
REVISIONS: 4.10.24

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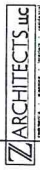
A3.2

03-10-24
PERMITTING DOCUMENTS



1 BUILDING SECTION
SCALE: 1/4" = 1'-0"

NOT FOR CONSTRUCTION



39SOUTH MULTIFAMILY RESIDENCES - PHASE II
DESIGN DEVELOPMENT

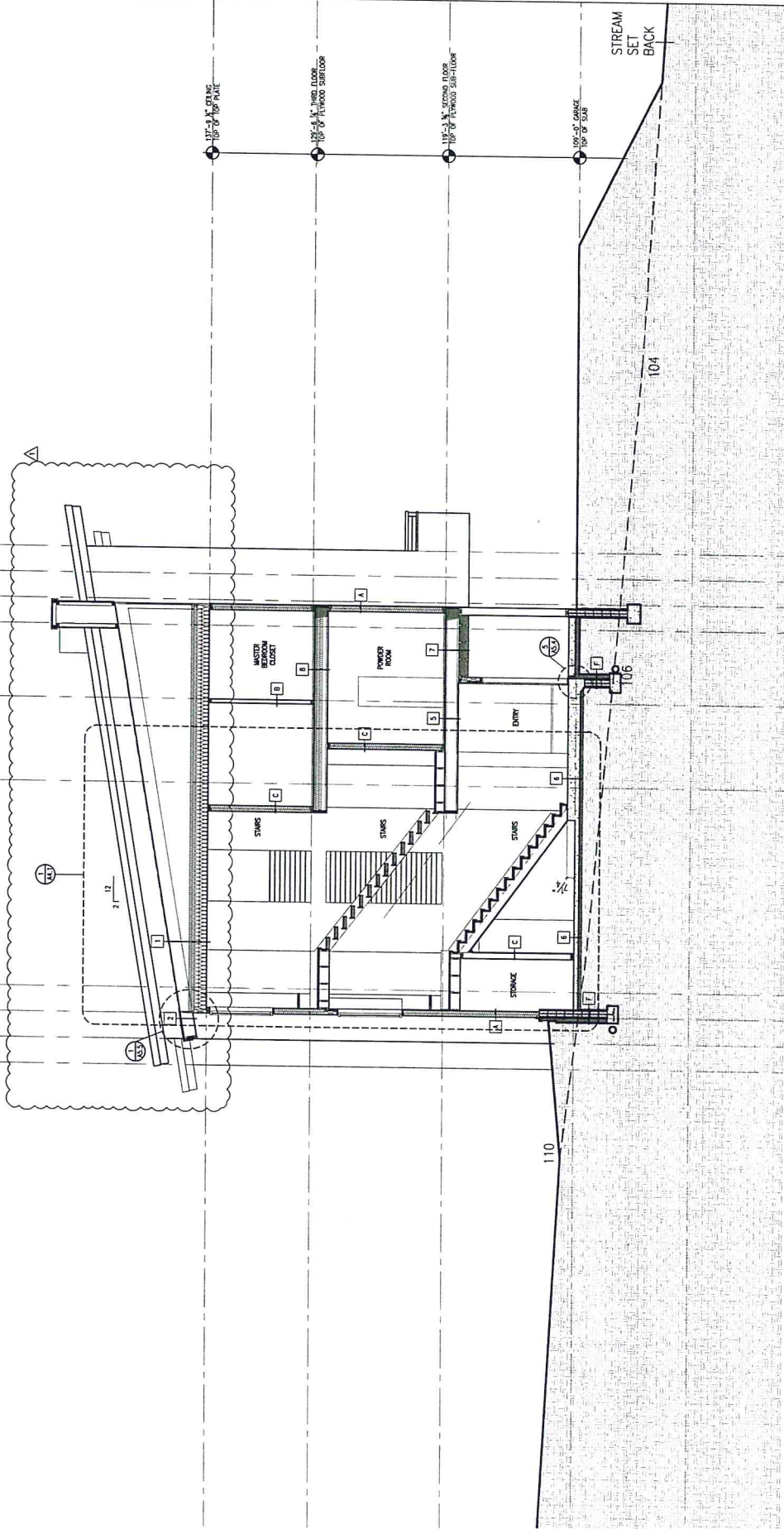
BUILDING SECTIONS

JOB NO. 22-16
SUBMITTAL 07.18.23
DRAWN BY: JWM
CHECKED BY: MAZ
REVISIONS: A.1.6.24

DATE: 03-10-24

A3.3

- 10
- 9
- 8
- 7
- 6
- 5
- 4
- 3
- 2
- 1



BUILDING SECTION
 AT STAIR
 SCALE: 1/4" = 1'-0"

03-10-24
 PERMITTING DOCUMENTS

Departmental and Public Comments

MUNICIPALITY OF ANCHORAGE



Development Services Department

Private Development Section

Mayor Dave Bronson

MEMORANDUM

Comments to Planning and Zoning Commission Applications/Petitions

DATE: April 30, 2024
TO: Francis McLaughlin, Senior Planner
FROM: Judy Anunciacion, Private Development Engineer
SUBJECT: PZC Case 2024-0049

Case 2024-0049 – Conditional Use to allow a Dwelling, multiple-family (4-8 dwelling units per acre) in the gR-1 (Alyeska Highway Mixed Residential) District.

Department Recommendations: Private Development has no comments on the Conditional Use to allow a Dwelling, multiple-family (4-8 dwelling units per acre) in the gR-1 (Alyeska Highway Mixed Residential) District.



Municipality of Anchorage
Project Management and Engineering
MEMORANDUM



DATE: April 22, 2024

RECEIVED

To: Dave Whitfield

APR 22 2024

FROM: Kyle Cunningham

SUBJECT: Cases 2024-0002, 2024-0003, 2024-0041 & 2024-0049: Comments from
Watershed Management Services.

Watershed Management Services (WMS) has the following comments for the May 20, 2024 Planning and Zoning Commission hearing:

- 2024-0002 – Fragment Lot 5 as shown on Plat of Commercial Tract Fragment Lot Site Plan for East Dimond Center Subd., Tract B-6 (Plat 2002-100);
 - WMS has no comments on or objections to this request.
- 2024-0003 - Fragment Lot 5 as shown on Plat of Commercial Tract Fragment Lot Site Plan for East Dimond Center Subd., Tract B-6 (Plat 2002-100);
 - WMS has no comments on or objections to this request.
- 2024-0041 – Lot 30, US Survey 7012, Section 5, Township 8 North, Range 3 East, Seward Meridian, Anchorage Recording District, State of Alaska (Record of Survey Plat 2013-74);
 - WMS has no comments on or objections to this request.
- 2024-0049 - Lot 64 of U.S. Survey No. 3043, Girdwood Small Tract Group, ~~excepting therefrom that portion conveyed to State of Alaska by Warranty Deed recorded October 26, 1966 in Deed Book 334 at Page 111, Anchorage Recording District, Third Judicial District, State of Alaska.;~~
 - Add Plat Note: There are streams located on this plat and the stream protection setbacks will be as specified in AMC 21.07.020 or as specified in future adopted provisions of AMC 21. Portions of streams contained within mapped wetlands are subject to setbacks as described in the Anchorage Wetlands Management Plan.
 - WMS has no objections to this request.



MEMORANDUM

DATE: April 18, 2024

TO: Current Planning Division Supervisor,
Planning Department

THRU: Kristen A. Langley, Traffic Safety Section Supervisor,
Traffic Engineering Department

FROM: Randy Ribble PE, Assistant Traffic Engineer

SUBJECT: **2024-0049 Conditional Use for a dwelling, multiple family (4-8 dwelling units per acre) in the GR-1 District**

Lot 64 of US Survey 3043, Girdwood Alaska

Traffic Engineering recommends approval of the requested Conditional use. Proposed site has approved access to Alyeska Highway with the existing tow duplex units on site. Proposed site plan meets AMC Title 21.07 and 21.09 requirements for internal circulation and parking.

Kimmel, Corliss A.

From: Walters, Michael S.
Sent: Tuesday, April 16, 2024 3:19 PM
To: Blake, Lori A.; Kimmel, Corliss A.
Subject: 2024-0049 Request for Reviewing Agency Comments

RECEIVED

APR 16 2024

ROW has the following comments for case number 2024-0049:

ROW has no comment or objections on the proposed action.

Regards,

Michael S Walters
Senior Plan Reviewer
Right of Way Section
michael.walters@anchorageak.gov
Office: 907-343-8226
Cell: 907-727-7637
Fax: 907-249-7910

#ANCWORKS!

An online tool for Anchorage



MEMORANDUM

RECEIVED

APR 15 2024

DATE: April 15, 2024
TO: Dave Whitfield, Planning Manager, Planning Section, Planning Division
FROM: Seth Wise, Engineering Technician III, Planning Section, AWWU
RE: Zoning Case Comments
Decision date: May 20, 2024
Agency Comments due: April 22, 2024



AWWU has reviewed the materials and has the following comments:

2024-0049 LOT 64 OF U.S. SURVEY NO. 3043, GIRWOOD SMALL TRACT GROUP, EXCEPTING THEREFROM THAT PORTION CONVEYED TO STATE OF ALASKA BY WARRANTY DEED RECORDED OCTOBER 26, 1966 IN DEED BOOK 334 AT PAGE 111, ANCHORAGE RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA – Conditional Use to allow a Dwelling, multiple-family (4-8 dwelling units per acre) in the gR-1 (Alyeska Highway Mixed Residential) District, Grid # SE4814.

1. AWWU has no comments or objections to this Conditional Use.

If you have any questions pertaining to public water or sewer, please call (907) 564-2757 or send an e-mail to seth.wise@awwu.biz.





**Municipality of Anchorage
Development Services Department
Onsite Water and Wastewater Section**



MEMORANDUM

RECEIVED

DATE: April 8, 2024
TO: Dave Whitfield, Current Planning Manager
FROM: Deb Wockenfuss, On-Site Water and Wastewater Section
SUBJECT: Comments on Cases due April 22, 2024

APR 08 2024

The On-Site Water & Wastewater Program has reviewed the following cases and has these comments:

2024-0049 Conditional Use for T10N R2E SEC 18/19 LT 64 39SOUTH

The well is to be classified by the ADEC Drinking Water group. The ADEC may have further requirements based on the classification.



THE STATE
of **ALASKA**
GOVERNOR MICHAEL J. DUNLEAVY

Department of Transportation and
Public Facilities

Program Development and Statewide Planning
Anchorage Field Office

4111 Aviation Avenue
P.O. Box 196900
Anchorage, AK 99519-6900
Main number: 907-269-0520
Fax number: 907-269-0521
Website: dot.state.ak.us

April 8, 2024

RECEIVED

APR 08 2024

David Whitfield, Current Planning Manager
MOA, Community Development Department
Planning Division
P.O. Box 196650
Anchorage, Alaska 99519-6650

[Sent Electronically]

Re: MOA Zoning Review

Dear Mr. Whitfield:

The Alaska Department of Transportation and Public Facilities (DOT&PF) has reviewed the following zoning cases and has no comments:

- **2024-0002 – 2105 E 88th Ave Design Variance**
- **2024-0003 – 2105 E 88th Ave Conditional Use Permit**
- **2024-0048 – 49th State Conditional Use Retail Sale Alcoholic Bev. AIA-Ted Stevens**
- **2024-0053 – 22725 Hunters Drive, Peters Creek Dog Park Major Site Plan Review**

The Alaska Department of Transportation and Public Facilities (DOT&PF) has reviewed the following zoning cases and has the following comments:

- **2023-0041 – 290 Portage Glacier Highway, Conditional Use Cell Tower location.**
 - No change to existing access.
 - Any alteration to the existing access will require the applicant to apply for a driveway permit through DOT&PF's ROW division. Driveway permits can be applied for through DOT&PF's ePermit website: <https://dot.alaska.gov/row/Login.po> A regional ROW permit officer can be reached at 1-800-770-5263 for assistance.
 - The Seward Highway is designated as a National Scenic Byway. The submitted plan sets show that the Monopine tower is to remain a galvanized color (Sheet L-3, Note 1). As this structure will tower over the natural vegetation and be visible from the Seward Highway DOT&PF requests that the tower be treated to camouflage it as much as possible into the natural landscape and help maintain the Seward Highway's viewshed.

"Keep Alaska Moving through service and infrastructure."

2024-0049 – 1550 Alyeska Highway, Conditional Use Multi-Family Dwellings

- No objection to the Conditional Use permit.
- No change to existing access to the Alyeska Highway.
- Any alterations to the existing access will require the applicant to apply for an updated driveway permit with DOT&PF's ROW section, if they have not already done so.
- The Alyeska Highway has no pedestrian facilities on this side of the highway. Internal pedestrian walkway will need to terminate on property as shown on sheet A0.2 in the submitted packet. Walkway will not be allowed to terminate onto the road (as shown on sheet C1).

All properties accessing DOT&PF roads must apply to Right-of-Way for a driveway permit, subject to provisions listed in 17 AAC 10.020. Any previously issued driveway permits become invalid once the property undergoes a platting action and must be reissued.

We recommend the petitioner verify all section line easements and DOT&PF road rights-of-way adjacent to their property. For assistance, the petitioner may contact the Engineering group within the Right of Way section in DOT&PF at (907) 269-0700. The petitioner is liable to remove any improvements within the easements and rights-of-way that impede the operation and maintenance of those facilities even if they are not shown on the plat, so it is in the petitioner's best interest to identify the exact locations and widths of any such easements or rights-of-way before they improve the property.

If any section line easements or road rights-of-way exist within the bounds of their plat, we recommend the petitioner dedicate them. If there is an existing right-of-way or easement, the petitioner is unable to develop that portion of the property yet continues to pay property taxes on it; dedicating will remove that cost to the petitioner.

If there are any questions regarding these comments, please feel free to contact me at (907) 269-0522 or mark.eisenman@alaska.gov.

Sincerely,



Mark Eisenman
Anchorage Area Planner, DOT&PF

cc: Sean Baski, P.E., Highway Design Group Chief, DOT&PF
Matt Walsh, Property Management Supervisor, Right of Way, DOT&PF
Corliss Kimmel, Office Associate, Current Planning, MOA
Lori Black, Office Associate, Current Planning, MOA
Devki Rearden, Engineering Associate, DOT&PF
Anna Bosin, P.E., Highway Safety Engineer, DOT&PF

MUNICIPALITY OF ANCHORAGE



Development Services Department
Addressing email: addressing@muni.org

Phone: 907 343-8466
Fax: 907 249-7868

RECEIVED

Case 2024-0049 Conditional Use; 1550-1544 Alyeska Hwy Condo's, add Triplex

APR 03 2024

- a. Addressing:
 - i. Posting an Address range to include all addresses on the lot will be required at the driveway entrance to Alyeska Hwy.

Karleen Wilson

Kimmel, Corliss A.

From: Vullo, Emily N CTR USARMY CEPOA (USA) <Emily.N.Vullo@usace.army.mil>
Sent: Monday, April 1, 2024 11:18 AM
To: Kimmel, Corliss A.; Blake, Lori A.
Subject: USACE Comments: RE: 2024-0041 & 2024-0049 Request for Reviewing Agency Comments

RECEIVED

APR 01 2024

[EXTERNAL EMAIL]

Good morning,

The Corps of Engineers (Corps) does not have any specific comments regarding the telecommunications tower or use for a dwelling.

Department of the Army authorization is required if anyone proposes to place dredged and/or fill material into waters of the U.S., including wetlands and/or perform work in navigable waters of the U.S.

A copy of the DA permit application can be found online at www.poa.usace.army.mil/Missions/Regulatory.
Sample drawings can also be found on our website at www.poa.usace.army.mil/Portals/34/docs/regulatory/guidetodrawings2012.pdf.

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.

The applicants are welcome to submit a preapplication meeting request, a jurisdictional determination request, or a permit application directly to our general mailbox (regpagemaster@usace.army.mil) and they will be assigned a project manager to assist you. Please feel free to contact our main line if you or the future owners have any questions or concerns at 907-753-2712.

Sincerely,
Emily

Emily Vullo
Project Manager
U.S. Army Corps of Engineers
Regulatory Division, CEPOA-RD
P.O. Box 6898
JBER, AK 99506-0898
Phone: 907-753-2704
<https://regulatory.ops.usace.army.mil/customer-service-survey/>

Affidavit of Posting



AFFIDAVIT OF POSTING

CASE NUMBER: 2024-0049

I, MARCO ZACCARO hereby certify that I have posted a Notice as prescribed by Anchorage Municipal Code 21.03.020H.5. on the property that I have petitioned for Conditional Use. The notice was posted on APRIL 10 '24 which is at least 21 days prior to the public hearing on this petition. I acknowledge this Notice(s) must be posted in plain sight and displayed until all public hearings have been completed.

Affirmed and signed this 10th day of APRIL, 2024.

[Signature]
Signature

LEGAL DESCRIPTION

Tract or Lot: _____

Block: _____

Subdivision: T10N R2E Sec 18/19 Lot G4 39 South





39 SOUTH MULTIFAMILY RESIDENCES - PHASE II

GIRDWOOD, ALASKA



commercial • planning • interiors • residential

GIRDWOOD ALASKA

Box 842 99587

PH 907.783.1090

FAX 907.783.1095

ZARCHITECTS@ALASKA.NET

□ □ □ □ □ □ □ □ □ □

NOT FOR CONSTRUCTION



commercial • planning • interiors • residential

- Civil
Triad Engineering LLC
1300 E. 68th Ave.
Suite 210
Anchorage, Alaska 99518
Phone: (907) 344-3114

- Structural

PROJECT INFORMATION

THE PROJECT IS TOWNHOUSE STYLE MULTIFAMILY DEVELOPMENT. THERE WILL BE ONE GROUP OF THREE UNITS. UNITS ARE TWO BEDROOM AND ALL UNITS WILL HAVE A GARAGE AND ENTRY ON FIRST FLOOR.

LEGAL DESCRIPTION

LOT 12, BLOCK 6
ALYESKA SUBDIVISION UNIT NO. 3
GIRDWOOD, ALASKA

BUILDING AREA (SQURE FEET)

	GARAGE SPACE EACH	LIVING SPACE EACH	TOTAL PER UNIT:	TOTAL PER BUILDING (3 UNITS):
THIRD FLOOR	N.A.	667	667	2,001
SECOND FLOOR	N.A.	707	707	2,121
FIRST FLOOR	353	129	482	1,446
TOTAL GROSS AREA	353	1,503	1,856	5,568

DRAWING INDEX

- T1.1 COVER SHEET
- R1.1 RENDERINGS
- R1.2 RENDERINGS

CIVIL

- C1 PH 1 PLOT PLAN
- PH 2 GRADING AND DRAINAGE PLAN

ARCHITECTURAL

- A0.0 LOCATION MAP
- A0.1 GENERAL NOTES AND ABBREVIATIONS
- A0.2 SITE PLAN—PHASE I & II. DUPLEXES AND TRIPLEX
- A0.3 SITE PLAN—PHASE I & II. WITH AERIAL
- A0.4 FOUNDATION PLAN
- A1.1 FIRST FLOOR PLAN
- A1.2 SECOND FLOOR PLAN
- A1.3 THIRD FLOOR PLAN
- A1.4 ROOF PLAN
- A2.1 EAST ELEVATION
- A2.2 SOUTH AND NORTH ELEVATIONS
- A2.3 WEST ELEVATION
- A3.1 BUILDING SECTIONS
- A3.2 BUILDING SECTIONS
- A3.3 BUILDING SECTIONS
- A3.4 BUILDING SECTION
- A4.1 STAIR SECTIONS
- A4.2 STAIR DETAILS
- A5.1 WALL TYPES
- A5.2 ROOF AND FLOOR TYPES
- A5.3 WALL DETAILS
- A5.4 WINDOW AND DOOR DETAILS
- A5.5 ROOF DETAILS
- A5.6 DECK DETAILS
- A7.1 WINDOW SCHEDULE

STRUCTURAL

- S1.0 STRUCTURAL NOTES AND SCHEDULES
- S1.1 TYPICAL DETAILS
- S1.2 TYPICAL DETAILS
- S2.0 FOUNDATION PLAN
- S2.1 1ST & 2ND FLOOR FRAMING PLAN
- S2.2 3RD FLOOR & ROOF FRAMING PLAN
- S3.0 FOUNDATION-DETAILS
- S4.0 FRAMING-DETAILS
- S4.1 FRAMING-DETAILS

MECHANICAL & ELECTRICAL

39 SOUTH MULTIFAMILY RESIDENCES - PHASE II
Girdwood, Alaska
DESIGN DEVELOPMENT

COVER SHEET

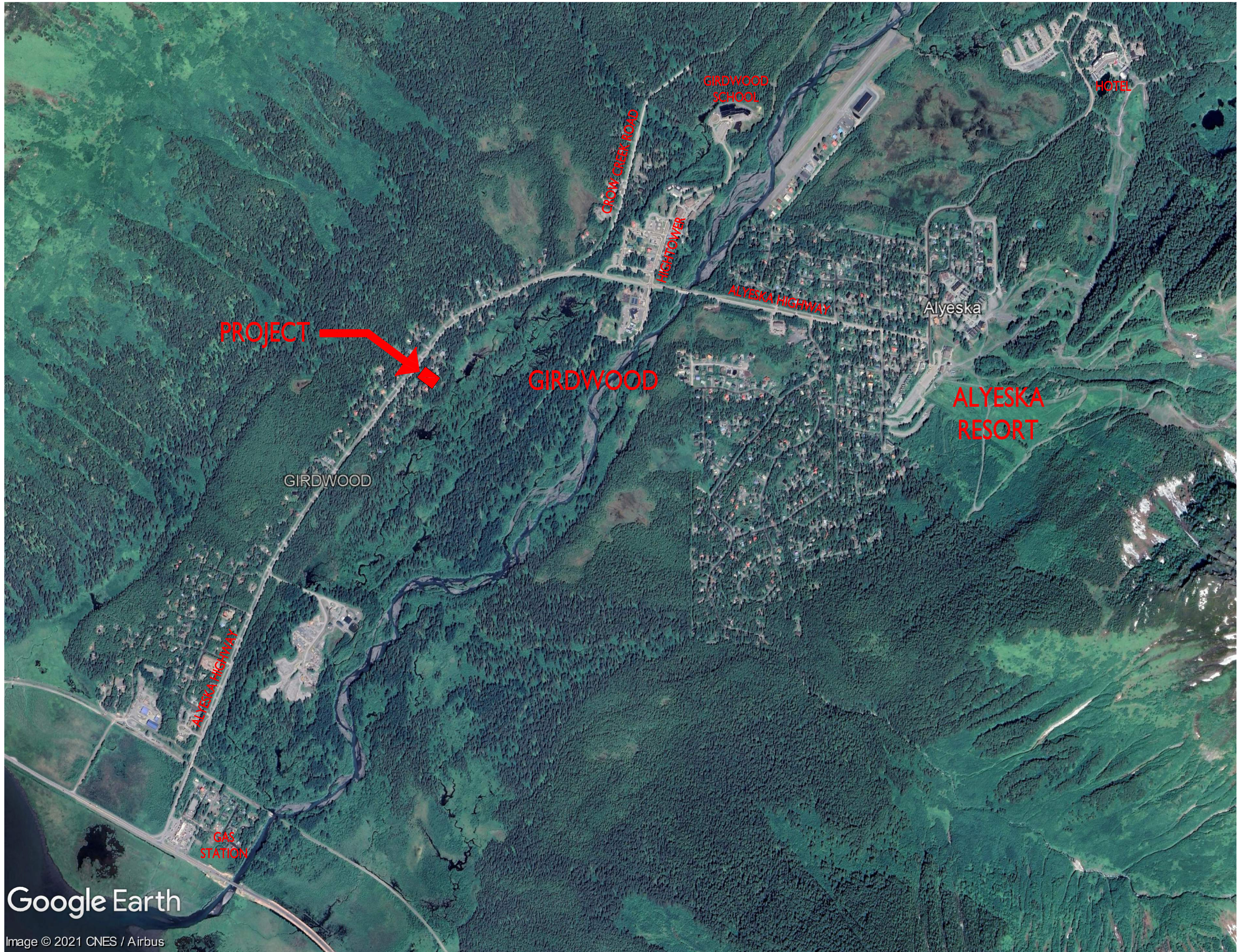
JOB NO. 22-16

SUBMITTAL:
DRAWN BY: MAZ
CHECKED BY:
REVISIONS: 04.16.24

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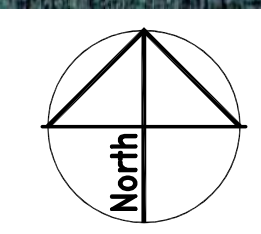
04-16-24 INTERIM
65% DESIGN
DEVELOPMENT SET

T1.1



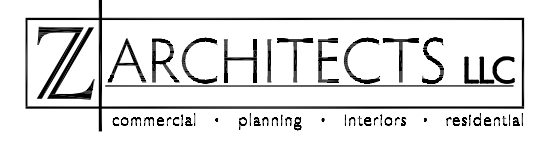
Google Earth
Image © 2021 CNES / Airbus

1 LOCATION MAP
SCALE: NO SCALE



03-10-24
PERMITTING DOCUMENTS

NOT FOR CONSTRUCTION



39 SOUTH MULTIFAMILY RESIDENCES - PHASE II
Girdwood, Alaska
SCHEMATIC DESIGN

LOCATION MAP

JOB NO. 22-16
SUBMITTAL:
DRAWN BY: ET
CHECKED BY:
REVISIONS:

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.....

A0.0



VIEW FROM EAST



SITE PLAN IMAGE



VIEW FROM EAST WITH PHASE 1 IN FOREGROUND



VIEW FROM ENTRY DRIVEWAY

NOT FOR CONSTRUCTION



39 SOUTH MULTIFAMILY RESIDENCES - PHASE II
Girdwood, Alaska
DESIGN DEVELOPMENT

RENDERINGS

JOB NO. 22-16

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R1.1

1 IMAGES FROM THE MODEL
SCALE: NO SCALE

04-16-24 INTERIM
65% DESIGN
DEVELOPMENT SET



VIEW FROM NEAREST NEIGHBOR'S LOT



ABOVE VIEW
IS FROM THIS
LOCATION

OVERHEAD VIEW

CURRENT SHED ROOF DESIGN

1

IMAGES FROM THE MODEL

SCALE: NO SCALE

04-16-24 INTERIM
65% DESIGN
DEVELOPMENT SET

NOT FOR CONSTRUCTION



39 SOUTH MULTIFAMILY RESIDENCES - PHASE II
Girdwood, Alaska
DESIGN DEVELOPMENT

RENDERINGS

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R1.2



VIEW FROM NEIGHBOR'S LOT



OVERHEAD VIEW

PREVIOUS FLAT ROOF DESIGN - FOR COMPARISON

1

IMAGES FROM THE MODEL

SCALE: NO SCALE



BELL MULTIFAMILY RESIDENCES - PHASE II
Schematic Design
Girdwood, Alaska

RENDERINGS

JOB NO. 22-16

SUBMITTAL: ET
DRAWN BY:
CHECKED BY:
REVISIONS:

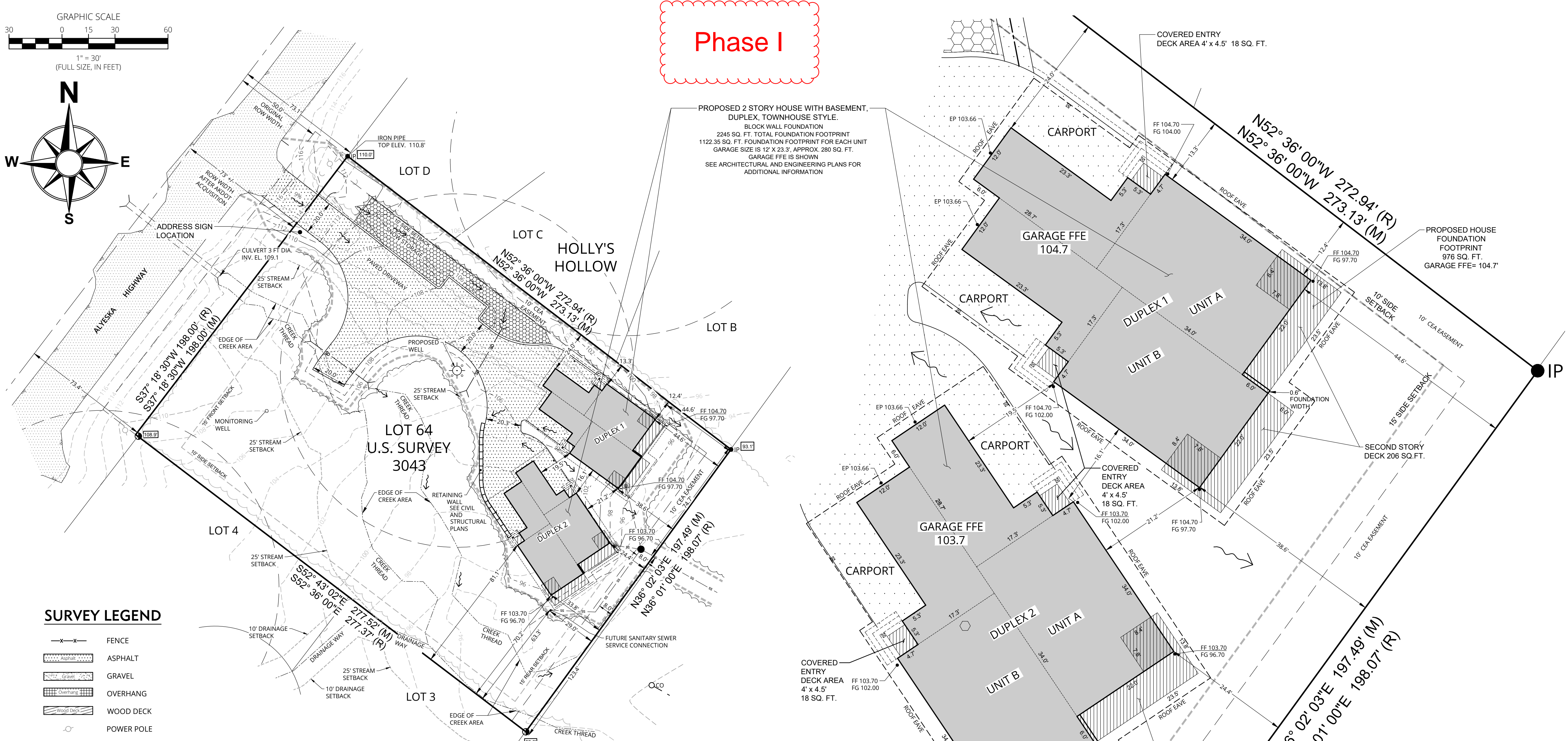
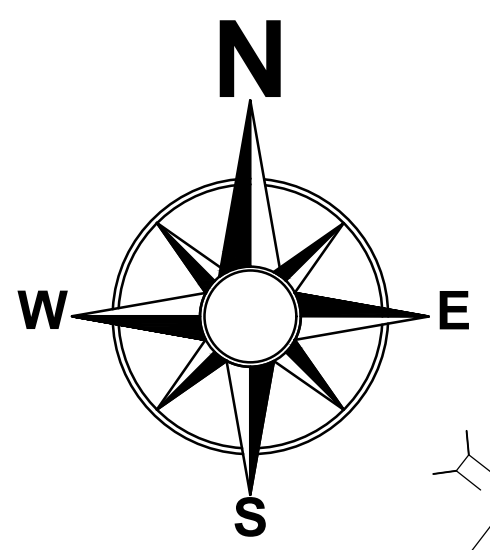
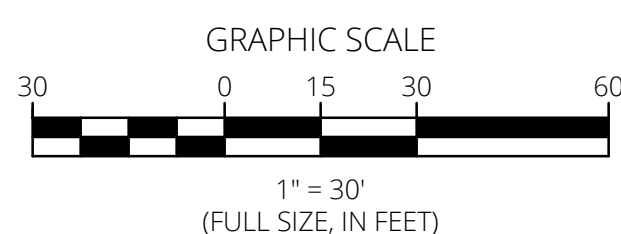
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10-10-23
PERMITTING DOCUMENTS

R1.2



Phase I



PROPOSED 2 STORY HOUSE WITH BASEMENT, DUPLEX, TOWNHOUSE STYLE.
BLOCK WALL FOUNDATION
2245 SQ. FT. TOTAL FOUNDATION FOOTPRINT
1122.35 SQ. FT. FOUNDATION FOOTPRINT FOR EACH UNIT
GARAGE SIZE IS 12' X 23.3', APPROX. 280 SQ. FT.
GARAGE FFE IS SHOWN
SEE ARCHITECTURAL AND ENGINEERING PLANS FOR ADDITIONAL INFORMATION

SURVEY LEGEND

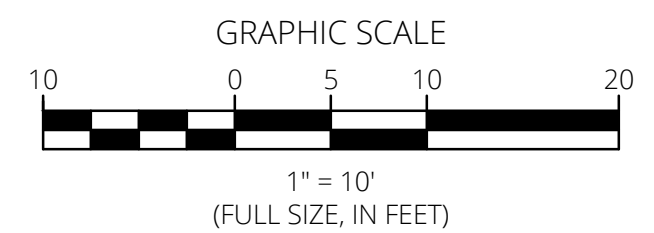
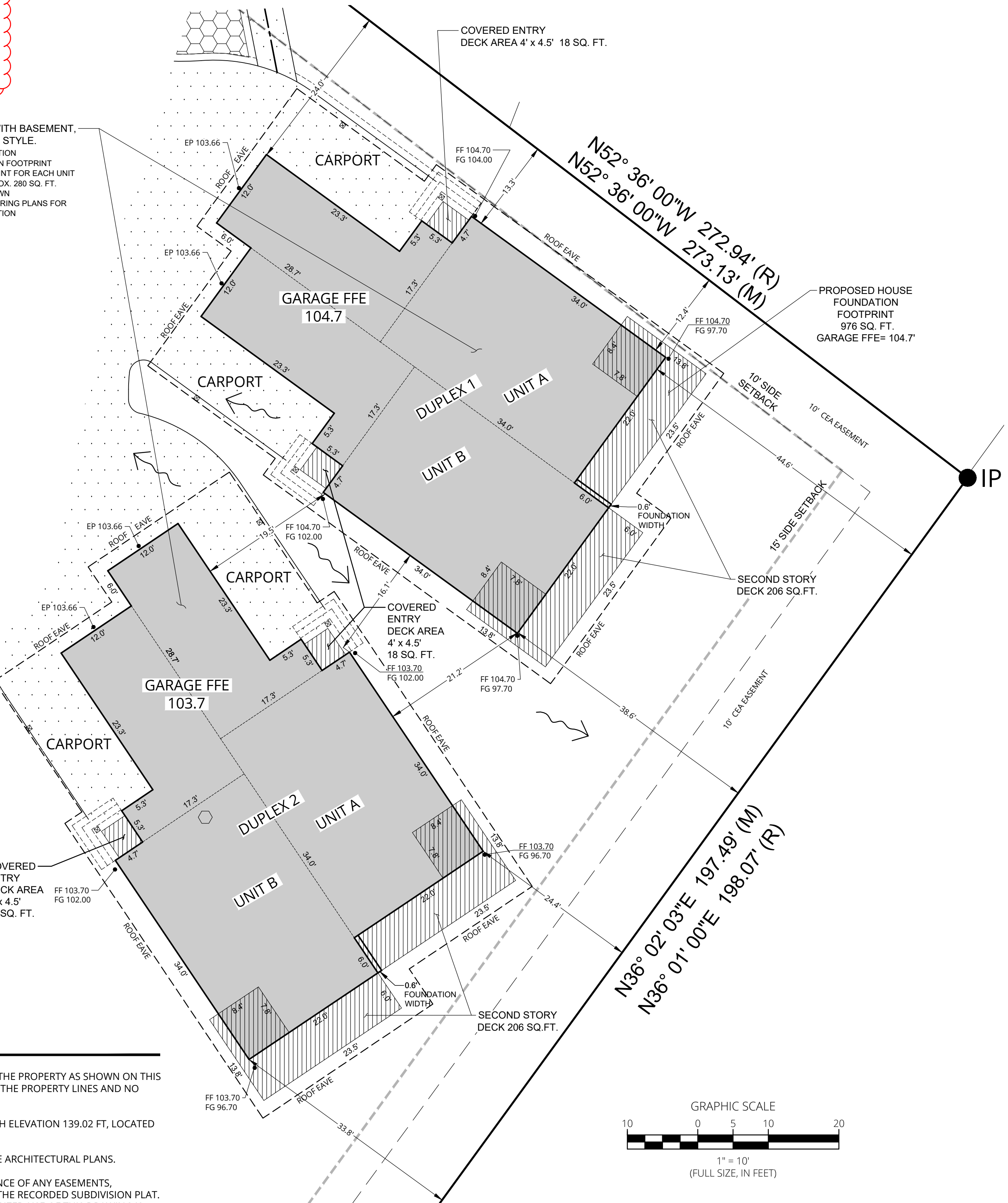
- FENCE
- ASPHALT
- GRAVEL
- OVERHANG
- WOOD DECK
- POWER POLE
- (R) RECORD BEARING AND DISTANCE
- (M) MEASURED, THIS SURVEY
- SANITARY SEWER MANHOLE
- TEST HOLE, MONITORING WELL
- EXISTING CLEANOUT FOR SEWER SERVICE STUB
- IP FOUND IRON PIPE
- FOUND REBAR
- SPOT ELEVATION AT CORNER
- CULVERT
- EDGE OF TRAVELWAY
- EDGE OF EXISTING VEGETATION
- ADJACENT LOT LINE
- LOT LINE FOR LOT 64
- EASEMENT
- ROAD CENTERLINE
- EDGE OF CREEK AREA
- SEWER LINE
- EXISTING MINOR CONTOUR
- EXISTING MAJOR CONTOUR
- NEW CLEANOUT
- SANITARY SEWER MANHOLE
- SANITARY SEWER PIPE
- 25' STREAM SETBACK
- 100' WELL RADIUS
- SNOW STORAGE AREA
- LIMITS OF DISTURBANCE
- EDGE OF RETAINED VEGETATION
- DRAINAGE ARROW
- FINISH GRADE SPOT ELEVATION
- BUILDING SETBACK LINE
- PROPOSED MINOR CONTOUR
- PROPOSED MAJOR CONTOUR

PLOT PLAN

SURVEY NOTES

- SURVEY CERTIFICATION: LCG LANTECH, INC HAS CONDUCTED A PHYSICAL SURVEY OF THE PROPERTY AS SHOWN ON THIS DRAWING AND CERTIFIES THAT THE IMPROVEMENTS SITUATED THEREON ARE WITHIN THE PROPERTY LINES AND NO ENCROACHMENTS EXIST OTHER THAN NOTED OR SHOWN.
- VERTICAL DATUM IS GAAB 72. BASIS OF VERTICAL ELEVATIONS IS MOA TBM GW-9, WITH ELEVATION 139.02 FT, LOCATED NEAR THE DOUBLE MUSKY. CONTOUR INTERVAL IS 2 FEET.
- PARKING CALCULATIONS AND RELATED INFORMATION IS INCLUDED AS A PART OF THE ARCHITECTURAL PLANS.
- EXCLUSIONARY NOTE: IT IS THE OWNERS' RESPONSIBILITY TO DETERMINE THE EXISTENCE OF ANY EASEMENTS, COVENANTS, RESTRICTIONS OR RIGHT-OF-WAY TAKINGS WHICH DO NOT APPEAR ON THE RECORDED SUBDIVISION PLAT. THIS DRAWING WAS CREATED BY LCG LANTECH FOR USE AS A PLOT PLAN. UNAUTHORIZED USE OF THIS DRAWING IS PROHIBITED.
- SEE ARCHITECTURAL AND ENGINEERING PLANS FOR ADDITIONAL INFORMATION.
- PRIOR TO EXCAVATION, CALL THE ALASKA DIGLINE. UTILITY LOCATIONS SHOWN ARE APPROXIMATE.
- ALL DISTURBED AREAS NOT COVERED WITH AUTHORIZED INSTALLATIONS ARE REQUIRED TO BE REVEGETATED.
- ALL VEGETATION WITHIN 25' OF THE ALYESKA HIGHWAY RIGHT-OF-WAY SHALL BE RETAINED, EXCEPT TO ACCOMMODATE A DRIVEWAY, A UTILITY EASEMENT, OR UTILITIES LOCATED AND AUTHORIZED BY PERMIT.
- FINAL ELEVATIONS MAY NEED TO BE ADJUSTED TO ACCOMMODATE DRAINAGE AWAY FROM STRUCTURES AND PREVENT FLOW ONTO THE ADJACENT LOTS. SEE CIVIL PLANS FOR GRADES.
- THE CREEK AREA CONSISTS OF MULTIPLE CREEK CHANNELS AND STREAMS. THE SURVEY EFFORT FOR THIS AREA WAS COMPLETED IN MAY OF 2021. MOA WATERSHED MANAGEMENT SERVICES COMPLETED A SURVEY LOCATING THIS AREA ON LOT 64. LCG LANTECH PROVIDED SURVEY SUPPORT FOR THIS EFFORT. DRAINAGE SETBACK IS CONTAINED WITHIN CREEK SETBACK EASEMENT ON SOUTHWESTERLY SIDE OF LOT 66. THE DRAINAGE WAY CONNECTS TO THE CREEK.

DUPLEX 1 AND DUPLEX 2 DETAIL



SITE INFORMATION

PARCEL NUMBER: 075-061-38-000
OWNER: JOE BELL
SITE ADDRESS: 1550 ALYESKA HIGHWAY
TOWNSHIP 10 NORTH, RANGE 2 EAST, SECTION 18/19, LOT 64
LOT SIZE PER MOA PROPERTY CARD: 54,330 SQUARE FEET
ZONING OF LOT 64: GR-1
GRID: SE4814
FRONT YARD SETBACK: 25' FROM ALYESKA RIGHT OF WAY
10' SIDE YARD SETBACKS, 15' REAR YARD SETBACK.

MOA TITLE 21: TABLE 21.09-5, NOTE 1: ALYESKA HIGHWAY SETBACKS: MINIMUM SETBACK OF 25 FEET IS REQUIRED FROM ANY PROPERTY LINE ABUTTING THE ALYESKA HIGHWAY, BUT IF THE PROPERTY LINE EXTENDS INTO THE ROAD, THE 25 FOOT SETBACK SHALL BE MEASURED FROM THE EDGE OF THE ROAD EASEMENT.

MOA TITLE 21: TABLE 21.09-5, NOTE 2: SIDE AND REAR SETBACK FLEXIBILITY: SIDE SETBACKS MAY BE REDUCED BY FIVE FEET ON ONE SIDE OF THE LOT, BUT THE AMOUNT OF SETBACK REDUCTION SHALL BE ADDED TO THE OPPOSITE SIDE SETBACK. REAR SETBACKS MAY BE REDUCED BY FIVE FEET, BUT THE AMOUNT OF REDUCTION SHALL BE ADDED TO THE FRONT SETBACK.

MOA BUILDING PERMIT NUMBERS: C21-1190, C21-1191

NO.	DATE	BY	REVISION

250 H Street
Anchorage, AK 99501
P: (907) 243-8985
F: (907) 243-5629
W: LCGAK.com
AEC6 688

LCG LanTech Inc
architecture · engineering · surveying

CLIENT: JOE BELL

LOT 64
USS 3043, T10N R2E SECTIONS 18 AND 19
PLOT PLAN

PARCEL No. 075-061-38-000 ADDRESS: 1550 ALYESKA HIGHWAY

SHEET SIZE: 22 X 34
GRID: SE4814
DRAWN BY: SC
CHECKED BY: SC
DATE: 9/13/2021
FILE NO. 19062
SHEET NUMBER 1 OF 1

9/13/2021 11:52:AM P:\19000 Survey\19062-USS3043-Lot64-JoeBell\PlotPlan\19062-Lot64-JoeBell\PlotPlan19062-Lot64-USS3043-Rev1.dwg

ZONING INFORMATION	
GIRDWOOD ZONING DISTRICT:	gR-1
NOTE: NUMBERS ARE TOTALS FOR ENTIRE SITE.	
BUILDING HEIGHT	
BUILDING HEIGHT ALLOWABLE PER TABLE 21.09-5:	35 FEET
BUILDING HEIGHT ACTUAL:	34'-11 1/4"
EXCEPTIONS PER AMC21.06.030.D.6.C HEIGHT LIMITATION DOES NOT APPLY TO STAIRWELL & ELEVATOR ENCLOSURES.	
SETBACKS	
FRONT YARD SETBACK	20 FEET
ALYESKA HWY SETBACK PER TABLE 21.09-5 NOTE 1	25 FEET
SIDE YARD SETBACK (FLEXIBLE: 5' MINIMUM MUST EQUAL 20' TOTAL) PER TABLE 21.09-5, NOTE 2:	10 FEET
REAR YARD SETBACK: 20 FEET (FLEXIBLE: 15' MIN IF FRONT YARD IS 25') PER TABLE 21.09-5 NOTE 2:	15 FEET
MINIMUM LOT AREA (19,800 FOR 3 UNITS, ADD 4,000 FOR EACH ADDITIONAL UNIT):	
	35,800 SF
LOT AREA ACTUAL:	54,330 SF
MAXIMUM LOT COVERAGE BY BUILDINGS ALLOWED PER TABLE 21.09-5	
	25% (13,582.5 SF)
ACTUAL LOT COVERAGE BY BUILDINGS	16% (8,688 SF)
MAXIMUM FLOOR AREA RATIO ALLOWED:	
	.45 (24,448.5 SF)
ACTUAL FLOOR AREA RATIO:	.30 (16,248 SF)
TABLE 21.09-2	
MAXIMUM DWELLING UNITS (DUA) PER ACRE W/ CONDITIONAL USE PERMIT:	8
ACTUAL DWELLING UNITS PER ACRE (7DU/1.25 ACRES):	5.6
MAXIMUM NUMBER OF DWELLINGS ALLOWED ON LOT WITH CONDITIONAL USE PERMIT (1.25 ACRES X 8 DUA):	
	10
ACTUAL DWELLING UNITS ON LOT:	7
LANDSCAPING	
REQUIRED NATURAL VEGETATION AREA PER TABLE 21.09-10 (20% OF LOT SIZE):	10,866 S.F.
ACTUAL NATURAL VEGETATION AREA:	27,800 S.F.
ALL DISTURBED AREAS WILL BE RE-VEGETATED PER 21.09.070.E.8	
PERMEABLE SURFACE	
REQUIRED PERMEABLE SURFACE AREA PER TABLE 21.09.070-1 (40% OF LOT SIZE):	21,732 S.F.
PERMEABLE SURFACE AREA PROVIDED:	
LOT SIZE:	54,330 S.F.
BUILDING FOOT PRINT:	-8,688 S.F.
PLOWED AREA:	-10,428 S.F.
TOTAL PERMEABLE SURFACE PROVIDED:	35,214 S.F.
SNOW STORAGE:	
PER 21.09.070.K.1.b	20% OF PLOWED AREA
PLOWED AREA:	10,428 S.F.
REQUIRED SNOW STORAGE AREA:	2,086 S.F.
SNOW STORAGE AREA PROVIDED:	2,528 S.F.
DRIVEWAY WIDTH	
MINIMUM DRIVEWAY WIDTH PER TABLE 21.09-11:	12 FEET
MAXIMUM TWO-WAY DRIVEWAY WIDTH PER TABLE 21.09-11:	24 FEET



PARKING COUNT REQUIRED BEFORE JANUARY 2023 WHEN MOA REMOVED ALL PARKING REQUIREMENTS:

AMC 21.07.090.E.1:
 1.65 PARKING SPACE FOR EACH 2 BEDROOM UNIT OVER 800 SF X 3 = 5 SPACES (TOWNHOUSES)
 2.25 PARKING SPACES FOR EACH 3 BEDROOM UNIT OVER 900 SF X 4 = 9 SPACES (DUPLICES)
 14 SPACES PREVIOUSLY REQUIRED
 16 SPACES PROVIDED

CURRENT PERMITTED PHASE I DUPLEXES. TOTAL BUILDING FOOTPRINT (EACH BUILDING): 3,168 S.F. INCLUDING DECKS AND CARPORTS.

PROPOSED PHASE II TRIPLEX. TOTAL BUILDING FOOTPRINT: 2,352 S.F. INCLUDING BUILDING OVERHANGS AND DECKS.



1 SITE PLAN
 SCALE: 1/16" = 1'-0"

04-16-24 INTERIM 65% DESIGN DEVELOPMENT SET

NOT FOR CONSTRUCTION



39 SOUTH MULTIFAMILY RESIDENCES - PHASE II
 DESIGN DEVELOPMENT
 Girdwood, Alaska

SITE PLAN - PHASE I & II.

JOB NO. 22-16
 SUBMITTAL:
 DRAWN BY: MAZ
 CHECKED BY: MAZ
 REVISIONS:

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A0.2

NOT FOR CONSTRUCTION



CURRENT PERMITTED
PHASE I DUPLEXES.
TOTAL BUILDING
FOOTPRINT (EACH
BUILDING):
3,168 S.F. INCLUDING
DECKS AND CARPORTS.

PROPOSED PHASE II
TRIPLEX.
TOTAL BUILDING
FOOTPRINT:
2,352 S.F. INCLUDING
BUILDING OVERHANGS AND
DECKS.

NATURAL VEGETATION



1 SITE PLAN
SCALE: 1/16" = 1'-0"



03-10-24
PERMITTING DOCUMENTS

39 SOUTH MULTIFAMILY RESIDENCES - PHASE II
Girdwood, Alaska
SCHEMATIC DESIGN

SITE PLAN - PHASE I & II WITH AERIAL

JOB NO. 22-16

SUBMITTAL:
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CHECKED BY: MAZ
REVISIONS:

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39 SOUTH MULTIFAMILY RESIDENCES - PHASE II
Girdwood, Alaska
DESIGN DEVELOPMENT

BUILDING SECTIONS

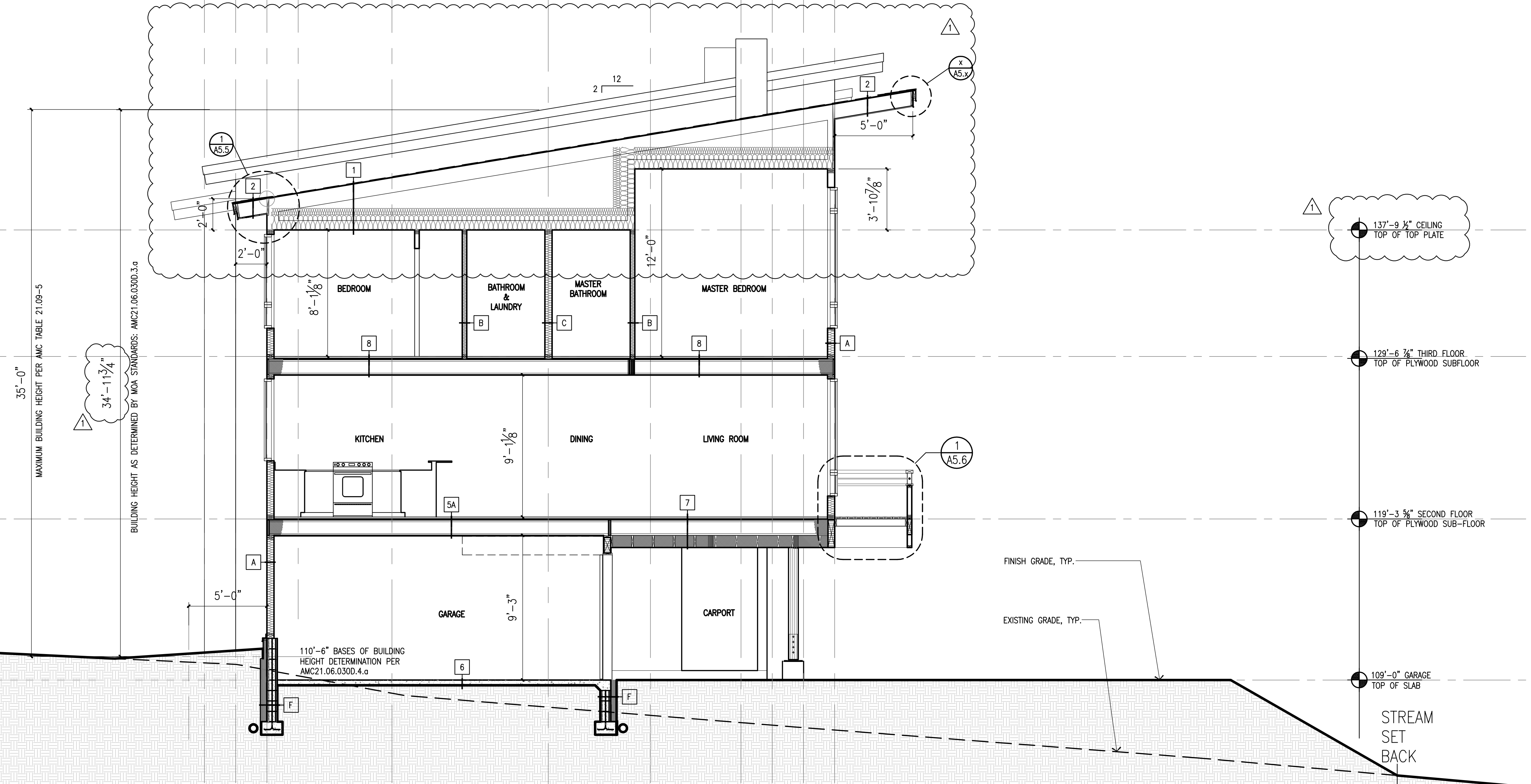
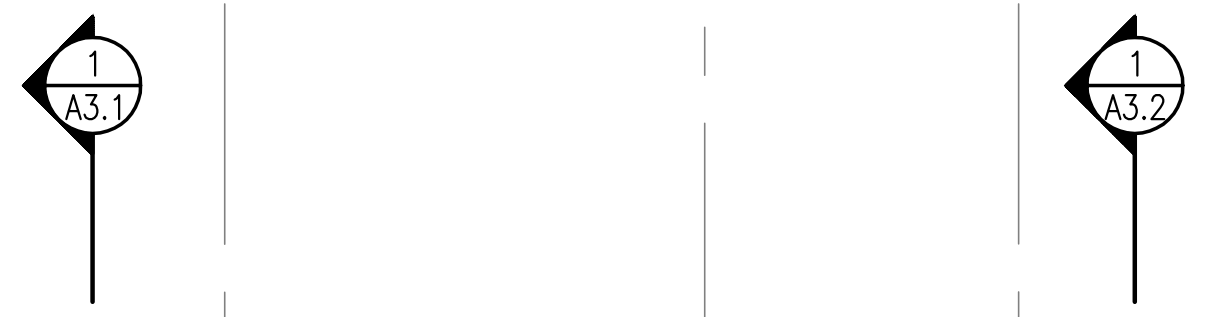
JOB NO. 22-16

SUBMITTAL:
DRAWN BY: JWM
CHECKED BY: MAZ
REVISIONS: 1 4.16.24

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A3.4

10 9 8 7 6 5 4 3 2 1



CURRENT SHED ROOF DESIGN

1 BUILDING SECTION AT GARAGE
SCALE: 1/4" = 1'-0"

04-16-24 INTERIM
65% DESIGN
DEVELOPMENT SET



Z ARCHITECTS
commercial • planning • interiors • residential

BELL MULTIFAMILY RESIDENCES - PHASE II
Schematic Design
Girdwood, Alaska

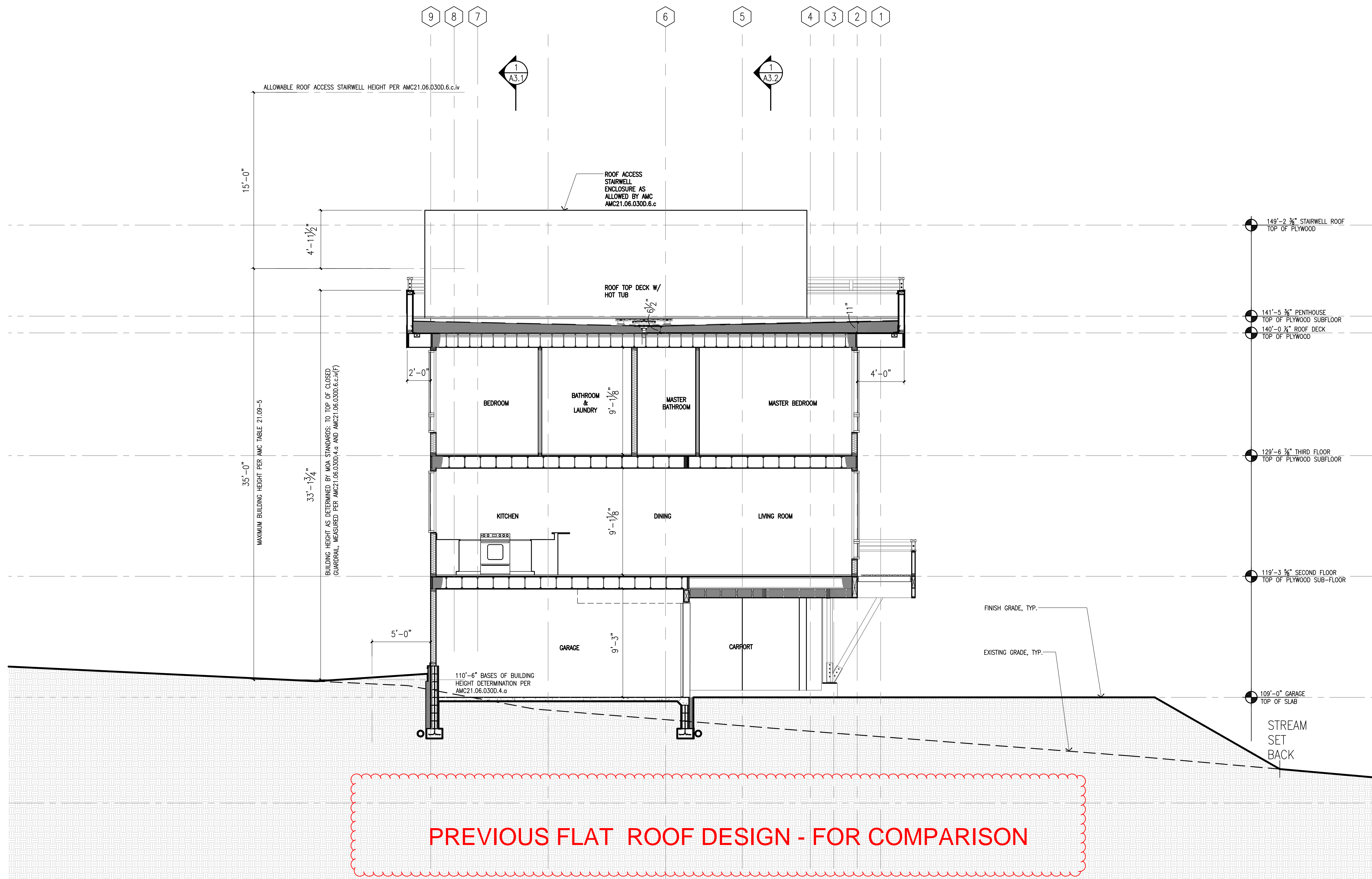
BUILDING SECTIONS

JOB NO. 22-16
SUBMITTAL: 07.18.23
DRAWN BY: JWM
CHECKED BY: MAZ
REVISIONS:

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10-06-23
PERMITTING DOCUMENTS

A3.4



PREVIOUS FLAT ROOF DESIGN - FOR COMPARISON

BUILDING SECTION AT GARAGE
SCALE: 1/4" = 1'-0"

I don't think this needs an agenda update, but whoever is chairing the meeting should start #2 by reviewing *the process for updating the GBOS Operating Procedures*

- how we're going to manage the process to get to a set of amendments, and
- the requirement for 28 days public posting before any vote to amend can occur

Specific issues include:

- Future of PSAC
- Relationship between GBOS and committees
 - Special provisions for LUC role
- Efficiency of GBOS meetings
 - Consent agenda?
 - Standing Reports?
 - Two-meeting schedule?
- Updates to operating procedures
 - Public Hearings?
 - Address staff roles

Update the GBOS Rules & Procedures to include GHEC

I. A.a. add housing and economic power .. to list of GVSA supervisor 'exercise of'

II. Article 1. MEMBERSHIP

New D. (and D becomes E.) or within B. at end

C. Resignation

D. Providing notebook

E. Decorum: The GBOS operates under the Girdwood Public Meetings standards of conduct. Good faith input from community members (at all Board, Committee, and Subcommittee meetings) is encouraged by GBOS. Members shall adhere to and promote this environment by listening actively and objectively, providing honest and fair dealings with the public. Members of the board shall direct comments to the board rather than addressing the public. Keep comments respectful, civil, courteous, and free of denigrating speech. Acceptable business etiquette shall be the norm that earns respect and trust of citizens and fellow members. Refrain from unacceptable conduct. See numbers 5.6., in Public meetings standards of conduct.

II. Article 2. COMMITTEES

Add E. GHEC - description of Housing and Economic Power paragraph

II. Article 5: AREAS of RESPONSIBILITY

Add h. GHEC

B-E begin with Members are expected to...

F. could be Decorum here if see fit instead

II. Article 6: VOTING

F. re: telephone quorum - needs revision unless completed in 2021

II. Article 7: PUBLIC HEARINGS

A-F GBOS doesn't necessarily operate the way our Rules & Procedures dictate. The procedures allow for GBOS to be much more productive and thus less redundant with discussions, often lengthy, at 2 LUC meetings and 2 GBOS meetings.

II. Article 8: PRESENTATIONS

See above (Presentation, then public hearing)

II. Article 12: CORRESPONDENCE FROM THE GBOS

B-D need revision. Prefer Margaret's revision here.

II. Article 14: Amendments to Rules & Procedures

A. Amendments need 28 days for Rules & Procedures

Also: Agendas

Consent Agendas could be applied to GBOS organizational structure as suggested

Two Approaches to Decision Making

	Advocacy	Inquiry
Concept of decision making	A contest	Collaborative problem solving
Purpose of discussion	Persuasion and lobbying	Testing and evaluation
Participants' role	Spokespeople	Critical thinkers
Patterns of behavior	Strive to persuade others Defend your position Downplay weaknesses	Present balanced arguments Remain open to alternatives Accept constructive criticism
Minority views	Discouraged or dismissed	Cultivated and valued
Outcome	Winners and losers	Collective ownership

Template for Committee Reports

Committee meeting (insert title) of ABC Organization

Notes: The intention of the meeting notes is to capture enough of the process so that the committee and board can continue to move the conversation forward. Most committees are charged with assessing all the options on a topic in order to take the best of those options and present it to the board for a final recommendation. This process may take several meetings or a year of meetings. The report should be clear if action is ready to be taken by the board. Action could include: more discussion by the full board in order for the committee to move forward; voting on the top recommendations the committee presents; or an opportunity for further education of the full board in order for them to adequately assess the recommendations then they come to the full group.

Date:	Location:
-------	-----------

Attendance Log:

Committee Members				Staff	
X	Insert names				Insert names
E					
T				Guests	
V					Insert names

Legend: X – present E – excused absence T – on teleconference V – on video conference

Topic	Information – Findings – Conclusions – Recommendations	Connection to strategic, annual or other organizational plans i.e. why the topic matters
Summary of key actions or recommendations	<u>Actions</u> <u>Recommendations</u>	
Time in/out of meeting	Time in: Time out:	
Topic #1 – name of item	<ul style="list-style-type: none"> Incorporated ideas from past meeting Summary of report and discussion Summary of ideas presented Actions or recommendation 	Example: outlined as a priority in the strategic plan
Topic #2 – name of item	<ul style="list-style-type: none"> Incorporated ideas from past meeting Summary of report and discussion Summary of ideas presented Actions or recommendation name to follow up on _____ 	•
Discussion	<ul style="list-style-type: none"> Capture highlights for institutional memory 	•
Board Meeting Next Step:	<ul style="list-style-type: none"> Discussion, Decision, Education (specific what you want the board to do with this information) 	•
Optional: provide an open ended question that helps those reading the report think about what is most important about the report or topic. This question may or may not be answered in the meeting—the point is to help the board think strategically about the information presented.		
Next meeting	Date, time, location	

Board Meeting Agenda Template

Note: The goal of a board meeting is to move the organization forward while building a successful team. Every agenda should vary given the scope of the work for the board and the dynamics of the current organization. The length of a board meeting has many variables including how often the board meets in a calendar year, the size of the board, the complexity of the issues, etc. This agenda is only meant to guide a conversation about what components to consider when drafting an agenda.

Board Meeting Agenda for *Insert name of organization*

Insert date and time

Insert location i.e. name of building, name of organizational space etc., city, state

Meeting Goals/Outcomes

This is where you note the definition of success for each major discussion or focus point.

1. Example: Approve the fiscal budget
2. Example: Determine next steps on...

Action Items

1. Example: Approve budget
2. Example: Approve finance policy

Note here if a meal is provided as part of the meeting format.

	Topic	Discussion Leader	Approx. time	Connection to strategic or annual plan	Expected outcome
I	Welcome/Call to Order	Insert name	1 minute		
II	Approval of Agenda		1 minute		Motion
III	Introductions/Mission moment (<i>This is a conversation or activity to connect the board to the mission.</i>)		5 minutes		Discussion
IV	Approval of minutes		1 minute		Motion
V	Questions on reports (<i>This is not an opportunity for reading the written reports, but only to answer questions about the reports from the board.</i>)	<i>List the committee chairs and/or ED who are available for questions</i>	5 minutes		
VI	Key topic: (<i>Topics are decided in advance and are generally based on making a decision, having a key discussion that moves a topic forward, or receiving education on a mission issue or governance.</i>)		20 minutes	Goal A	
VII	Key topic:		20 minutes	Goal B	
VIII	Closing remarks (<i>Including a recap of assignments/next steps</i>)		5 minutes		
IX	Executive session (<i>opportunity for team building, communication, board self-evaluation</i>)		5 minutes		
X	Adjourn				Motion
Next Meeting Date: <i>insert date</i>					

SAMPLE Quick Board Evaluation to Use at End of Each Meeting

Part of the Board Succession Plan

Note: Please consult your organizational Bylaws, strategic plan, annual plan and practices before adopting any tool.

The purpose of this tool is to use it as a fast feedback form at the end of each meeting for a period of time to identify trends and areas of improvement over all for the organization. It is not meant to make changes based on single responses.

		Good- As expected – no suggestions	Needs Improvement (if yes use the next column)	Suggestions for Improvement
1.	I felt engaged and energized as a result of the meeting			
2.	There was a good balance of listening, learning about information and engaging in it			
3.	We avoided getting into administrative/management details and diving too much into the weeds			
4.	A diversity of opinions were expressed and issues – we got to the heart of the matter – and we were respectful to each other in the process			
5.	The chair guided the meeting effectively and everyone participated responsibly.			
6.	Next steps were identified and responsibility assigned.			
7.	The room/meeting set-up was conducive to work.			
8.	I enjoyed being together with the team – we combined having fun as a team and getting the work done.			
9.	The agenda was clear, supported by the necessary documents, and circulated prior to the meeting.			

Fundamentals of Parliamentary Procedure (aka: Robert's Rules of Order)

Definitions:

- *Parliamentary procedure* offers democratic practice through a set of rules for conducting a meeting.
- *Robert's Rules of Order* is a manual of parliamentary procedure that was created in 1876 by Henry Martyn Robert as an adaptation of the rules and practices of Congress. Many nonprofits, local municipal and tribal governments, and corporate boards use these rules in whole or in part to convene formal meetings. The full manual (over 700 pages) is available online and in bookstores.

Below are the high-level basics that are instituted most often by nonprofits. This document does not serve as legal guidance. It is intended to be an accessible guide to the use of these rules.

<p>A few key reminders:</p>	<ul style="list-style-type: none"> • All participants and their rights are equal. • A quorum must be present to do business – state law sets a minimum of three people to be on a board. The number that constitutes a quorum is noted in your bylaws. • Some boards live by consensus decisions and some by majority rules. Your bylaws will define this for your organization. If your bylaws are silent, then majority rules is typically the default process. • Silence on a vote equals consent. • It is rare to see a whole room of voting participants who understand parliamentary procedures. If the organization is committed to using the rules, then everyone needs to be trained in their use. We advise a level of grace in the room to help everyone use the rules well and with the best intentions.
<p>Role of the chair</p>	<ul style="list-style-type: none"> • The president or board chair cannot make motions – but they can “entertain a motion.” <ul style="list-style-type: none"> ○ That means if they want a motion, they will need someone else to make it. ○ “So moved,” is what someone can say to make the motion called for by the chair.
<p>Mechanics of a meeting:</p>	<ul style="list-style-type: none"> • Calling the meeting to order is the first item of business in Robert's Rules. • A recess is called for a meeting to cease temporarily (for a speaker, entertainment, meal, etc.) and then to reconvene to conduct the remaining business. • When there is a request for information, you do not need a second.

Points	<ul style="list-style-type: none"> • These Incidental motions do not require a vote. • Points can be made at any time. 	
Point of Parliamentary Procedure	This is made when a member questions the parliamentary procedure that just happened (not what happened from a previous meeting).	<i>"Chair a Point of Parliamentary Procedure." "The Chair is in error because there was a second on the amended motion to go to the Health Food Restaurant."</i>
Point of Order	Used when it is believed that the order of the meeting is out of whack, that is to say people are speaking out of order, or items are being discussed in an order not specified by the agenda or other parliamentary rules are not being followed.	<i>"Point of Order, there is nothing on the agenda that says we have to have this conversation."</i>
Point of Information	Used to stop action to call for clarification of the process or consequences of the debate. <ul style="list-style-type: none"> • This incidental motion requires a 2/3 vote. 	
Object to Consideration	This motion is made to kill a sensitive or embarrassing motion before it is discussed by the group.	<i>"I move that we set aside the bylaws so that new board members can be appointed with a 4/5 majority of board members instead of a simple majority."</i>
Point of Personal Privilege	Typically, the person will stand up or raise their hand and wait to be recognized by the chair. Once recognized, the person may use personal privilege to introduce motions that deal with a personal need, i.e.: needing a bio-break, not being able to hear, turning up the heat, etc.	
Point of Clarification	Used to clear up confusion. Can be used to reword the motion, ask a question about the motion, etc.	

Additional tips on motions

Motions are unnecessary when:

- A report is made.
- The president can assume a motion; for example, "If no objection, the minutes are approved as read/presented/corrected."
- The treasurer's report is not approved—it is filed.
 - It is common to accept the monthly financial statements and audits.

Renewing a motion

- If a motion is defeated it usually cannot be brought up again (unless it is amended) at that meeting.
- However, the original motion can be brought up again at another meeting.

Documenting decisions in the minutes

- Reminder that the motion, second, all amendments, nature of the discussion, and the vote tally are noted in the official meeting minutes.

Amending a Motion – aka "Perfecting a Motion"

Motions are amended to change the wording to make it make more acceptable before taking final action.	<i>"Chair I move to AMEND the motion to say.... (state what you want to happen)"</i>
The amendment must relate to the original motion. <ul style="list-style-type: none"> • This can be used to clarify a motion, make it more specific, change specifics, or add to or detract from a motion. 	
There are three ways to change the wording of a motion to make it more acceptable before taking final action. <ul style="list-style-type: none"> • To add words or phrases • To strike out words or phrases • To substitute by striking out and inserting; or substitute an entire motion or paragraph 	
Modifications can be made: <ul style="list-style-type: none"> • Between the time a motion is made and before the chair states the motion • After the chair has stated the motion • Before the motion is voted upon 	
Debate is given on the amendment as if it were a new motion, then a vote is taken to add the amendment to the original motion.	

Parliamentary Procedure
A Reference Guide to Moving the Meeting Along
(without going outside to settle the question)

<i>TO DO THIS</i>	<i>YOU SAY THIS</i>	<i>MAY YOU INTERRUPT SPEAKER?</i>	<i>SECOND NEEDED?</i>	<i>IS THE MOTION DEBATABLE?</i>	<i>WHAT VOTE IS REQUIRED?</i>
Adjourn the meeting	I move that we adjourn.	No	Yes	No	Majority
Recess the meeting	I move that we recess until...	No	Yes	No	Majority
Complain about noise, room temperature, etc.	Point of privilege	Yes	No	No	No vote
Suspend further consideration of item	I move we table it.	No	Yes	No	Majority
End debate	I move the previous question.	No	Yes	No	2/3 vote
Postpone consideration of item	I move we postpone this matter until...	No	Yes	Yes	Majority
Have something studied further	I move we refer this to committee.	No	Yes	Yes	Majority
Amend a motion	I move to amend this motion.	No	Yes	Yes	Majority
Introduce business (a primary motion)	I move that...	No	Yes	Yes	Majority
Object to procedure or to personal affront	Point of order	Yes	No	No	No vote; chair decides
Request information	Point of information	Yes	No	No	No vote
Ask for a count to verify voice vote	I call for a division of the house.	No	No	No	No vote
Object to considering item	I object to consideration of this.	Yes	No	No	2/3 vote
Take up a matter previously tabled	I move to take from the table...	No	Yes	No	Majority
Reconsider something already acted on	I move we reconsider action on	Yes	Yes	Yes	Majority
Consider item not on agenda	I move we suspend the rules and...	No	Yes	No	2/3 vote
Vote on a ruling by the chair	I appeal the chair's decision	Yes	Yes	Yes	Majority

*Items in shaded boxes are not amendable

Girdwood Board Training by Foraker Group

February 26, 2024

Numbers: The training was attended by 25+ people, representing over 16 different boards, committees, and organizations. The training drew people from Anchorage organizations as well, since general trainings like this one are apparently hard to find and usually limited to the specific group hosting the event. In Alaska, non-profits do the work that county governments do in the Lower 48 (like Fire, EMS, Chugach Electric, Library Boosters, etc). We have 5,700 non-profits in Alaska, one for ~ every 130 residents.

General principals: As a community, we decide what it means to celebrate the act of service by how we treat each other in our meetings. This requires conscious effort to welcome wisdom, engagement, and leadership, encouraging both different viewpoints and brevity. Boards move at the speed of mutual trust.

Meeting suggestions:

- Put any items not needing discussion in a consent agenda
- Place issues in priority order
- Committee reports and other summaries of what's happened in the past should be submitted in written form. Any necessary verbal reports should be placed at the end of the meeting.
- Aim for no surprises: Agenda items and all supporting documents should be submitted a week in advance, or no less than four days beforehand. Any submissions later than that should not be accepted except by board vote, in specific, time-sensitive circumstances.
- Items should be on the agenda only if they involve decision, discussion, or education.
- Aim for an inquiry model of decision-making (multiple-way communication, creativity maximized, minority views cultivated and valued) rather than an advocacy model (competitive, "tell-and-sell" approach, presentation format, minority views discouraged). See attachment.
- Ensure that no one board member is dominating board discussions
- To ensure board meeting time is used effectively, use committees to propose options to difficult issues..

GIRDWOOD BOARD OF SUPERVISORS RULES & PROCEDURES

**Adopted: September 20, 2004
Revised and approved April 2022**

I. ESTABLISHMENT AND GENERAL POWERS OF GIRDWOOD BOARD OF SUPERVISORS

- A.** The Girdwood Valley Service Area was established by Anchorage Municipal Code (AMC), Chapter 27.20.110 Girdwood Valley Service Area Board of Supervisors, as follows:
 - a.* There is established a board of supervisors for the Girdwood Valley Service Area consisting of five (5) persons elected in accordance with the provision of this chapter. The board shall be constituted and shall function in the manner prescribed in this chapter [AMC, Chapter 27.20] in the exercise of fire prevention and protection, street construction and maintenance, solid waste collection, parks and recreation services, cemetery planning, operations, & maintenance, public safety, and utilities.
- B.** The Girdwood Board of Supervisors (hereafter “GBOS”) shall consult with and advise the Anchorage Assembly (hereafter “Assembly”) and Mayor concerning the administration of the affairs of the service area and the services that are being provided.
- C.** The Mayor shall consult with the GBOS in preparing the annual budget for the service area, and the comments and suggestions of the GBOS concerning the budget shall be transmitted to the Assembly for its consideration.
- D.** AMC 27.10.040 Operation of service areas with boards of supervisors states: In a service area with a board of supervisors, services shall be provided in the service area by the departments, if any, designated by the ordinance establishing the service area and designating the power to be exercised within the service area subject to the advice and recommendations of the board of supervisors established pursuant to AMC Chapter 27.20. AMC 27.10.040 also states that the board of supervisors shall supervise the furnishing of special services in the service area in the manner prescribed by the ordinance establishing the service area and designating the power to be exercised within the service area. Except as otherwise provided by ordinance, the administration of the Municipality of Anchorage (hereafter “MOA”) may prescribe rules, procedures and guidelines to be followed in furnishing services and expending moneys in service areas where boards supervise the furnishing of services (A.O. No. 82-49).
- E.** Assembly Ordinance AO 2003-113 approved August 12, 2003:

The Girdwood Board of Supervisors is designated as the Girdwood Community Council ex-officio by the Anchorage Municipal Assembly. Because of this, Girdwood is not recognized as a Community Council District in Municipal Code 2.40.040.D – Establishment of community council districts. With the adoption of 2.40.035.B on August 12, 2003, the Girdwood Community Association Rules and Bylaws were over-ruled and suspended.

Municipal Code 2.40.035.B Recognition of community councils; special ex officio community council recognition for Girdwood Board of Supervisors, states: “Girdwood recognized; special provision. The municipality recognizes the Girdwood Board of Supervisors as the community council, ex-officio, which serves the Girdwood Community Association/Land Use Committee boundary area depicted on Map 10 located in section 2.40.090.”

- F. The Girdwood Valley Service Area (GVSA) Administrative Officer (hereafter “Secretary”) will take minutes during all GBOS meetings, type and post agendas and minutes, complete correspondence and other duties as directed by the GBOS Chair or Co-Chair (hereafter “Chair” or “Co-Chair”). The Secretary is not a member of the board and holds no voting rights. The Secretary should not take part in discussions, comment on, or ask questions of any GBOS member (hereafter “Member”) or public during discussions or presentations, except on matters of clarification for the minutes.
- G. The Secretary shall be responsible for posting all items requiring public notice on the GBOS website and at the Girdwood Branch of the US Post Office, the Girdwood Library, and the Girdwood Community Center per the timeline required for each type of notice.

II. RULES OF PROCEDURE FOR THE GIRDWOOD BOARD OF SUPERVISORS (GBOS).

The following information addresses specific organization of the Girdwood Board of Supervisors. Any items not addressed are to be handled in accordance with Robert’s Rules of Order.

Article 1: MEMBERSHIP.

- A. The GBOS shall consist of five (5) elected Members.
- B. The elected Members are elected officials, thus subject to the MOA laws governing removal from office. Generally stated:

Meeting Absences: A Member intending to be absent at a Regular Meeting shall request from the Chair or Co-Chair to be excused in advance of the meeting from which he will be absent.

Recall Procedure: Grounds for recalling a MOA elected official are incompetence, misconduct in office and failure to perform prescribed duties. Those wishing to recall an elected official are to contact the Municipal Clerk.

Declaration of Vacancy: Vacancy of a seat shall occur on the failure of a Member to:

1. Attend three (3) consecutive Regular or Special Meetings or Work Sessions without an excused absence from the Chair or Co-Chair;
2. Attend a two-thirds (2/3) majority of the Regular and Special Meetings, Work Sessions, Executive Sessions and GBOS Public Hearings during any calendar year without an excused absence from the Chair or Co-Chair.

Filling the vacancy will be done in the following manner:

1. Public notice of seat vacancy will be posted as outlined in Section I, G for a minimum of fourteen (14) full days stating specific Seat Vacant, Term, and requesting that a brief resume from those interested in filling the seat be submitted to the GBOS by a specified closing date.
2. Within seven (7) days of the closing date for resumes, the GBOS will meet in Executive Session to make a recommendation to be forwarded to the Mayor, along with all other resumes received.
3. The Mayor will then make an appointment to fill out the term of the seat left vacant.

C. Resignation by a Member will be done in the following manner:

1. Member submits signed letter of resignation to the Chair or Co-Chair and to the Mayor concurrently.
2. Public notice of seat vacancy will be posted as outlined in Section I, G for a minimum of fourteen (14) full days stating specific Seat Vacant, Term, and requesting that a brief resume from those interested in filling the seat be submitted to the GBOS by a specified closing date.
3. Within seven (7) days of closing date for resumes, the GBOS will meet in Executive Session to make a recommendation to be forwarded to the Mayor along with all other resumes received.

D. At the time of a new Member's election or appointment to a GBOS seat, the Secretary shall prepare a notebook for the Member. The notebook shall contain: the current GBOS Rules and Procedures, copies of all GBOS minutes and attachments from the previous six (6) months, a copy of any current/pending correspondence or agenda, a calendar of all scheduled meetings for the next six (6) months, a copy of the Girdwood Area Plan, a copy of the Turnagain Arm Management Plan and anything else that the Chair or Co-Chair may direct the Secretary to insert.

Article 2: COMMITTEES.

The Girdwood Board of Supervisors has established the following Standing Committees:

A. Land Use Committee: There shall be a Land Use Committee (hereafter “LUC”) which shall function as an advisory committee to the GBOS on all Girdwood Land Use issues. The LUC shall operate in accordance with the Girdwood Land Use Committee Operating Principles as approved by the LUC and amended as needed.

The LUC is a one-person one-vote organization, whereas GBOS business is voted upon by only the 5 board members. In consort with the ideals of community councils being the voice of the people with one-person one-vote, the LUC is designated by the GBOS to be the public hearing process for the GBOS.

In the event that the voting in LUC and GBOS do not match each other, the rules under **Voting Conclusions**, Article 6, Section E will be followed.

It is intended that, on all matters involving Conditional Use Permits, Vacation Applications and Easement Applications the LUC will “hear” the matter first, and then, in accordance with the GBOS policies for these items, will send forward to the GBOS its recommendations and/or vote on the matter. Once the LUC has sent forward to the GBOS its recommendations on a given matter, that matter may then be put on the next available GBOS agenda for GBOS discussion, vote and action or recommendation to the appropriate MOA department or authority. All effort shall be made for Girdwood land use type issues to be heard before the LUC first and voted upon by members. However, given time constraints with the MOA Planning Department, it may not always be possible for an issue to go before the LUC. In this instance, such issues will be heard before the GBOS and their recommendation will be sent forth to the MOA Planning Department, with the caveat that time did not permit the issue to be heard and voted upon by the LUC.

B. Trails Committee: Given the importance of local and regional trails in the Girdwood valley, there shall be a Trails Committee which shall function as an advisory committee to the GBOS on all matters related to trails in the Girdwood valley. The Trails Committee shall operate in accordance with procedures adopted by the Committee, approved by the GBOS and amended as needed.

C. Public Safety Advisory Committee: Given the complexity of contracting and liability, and desire to have local control over policing in Girdwood, the Public Safety Advisory Committee was formed. The Public Safety Advisory Committee shall function as an advisory committee to the GBOS in all matters related to policing and public safety in the Girdwood valley. The Public Safety Committee shall operate in accordance with procedures adopted by the Committee, approved by the GBOS and amended as needed.

- D. Cemetery Committee:** The Girdwood Cemetery Committee was created in 2017 after Girdwood Valley Service Area voters approved taxing Girdwood property owners for the purpose of creating, operating, and maintaining a cemetery in Girdwood.

Ad Hoc Committees:

The Girdwood Board of Supervisors may designate Ad Hoc Committees for the purpose of researching plans or projects. Ad Hoc Committees are temporary groups, which will retire once the project is complete or the concept is tabled by GBOS. An Ad Hoc Committee may become a formal Committee of the GBOS if the project becomes part of the Girdwood Tax Service. Ad Hoc Committee meetings are required to follow GBOS posting and public notice as outlined in Section 1, G.

Examples of current and past Ad Hoc Committees of the GBOS include: Girdwood Area Plan Update Committee, Turnagain Arm Service Coalition (TASC), and Girdwood South Townsite Area Plan Update Committee. Ad Hoc Committees are expected to report to GBOS at the monthly regular meeting.

Subcommittees:

The Standing Committees described above may create Ad Hoc Subcommittees for the purpose of working on specific projects of that Committee.

Article 3: MEETINGS.

- A. Regular Meetings:** Regular Meetings will be held on the third Monday of each month unless changed due to unforeseen circumstances or holidays. The meeting will start at the published time and will adjourn at ten (10) p.m. except, the meeting may be extended for up to one hour by a majority vote of the Members present. The meeting will not extend beyond eleven (11) p.m. The first order of business will be to approve the minutes of the previous Regular Meeting, and the minutes of any Special Meetings or Work Sessions, if deemed necessary, held in the monthly interim. Each agenda item is limited to a maximum of sixty (60) minutes of discussion unless the duration is extended by a majority vote of the Members present.
- B. Special Meetings:** Special Meetings may be called by the Chair or Co-Chair or by a quorum of the other Members. A minimum of twenty-four (24) hours' notice of meeting must be given to each Member and the Secretary. The Special Meeting must be posted at the Girdwood Post Office at least twenty-four (24) hours before the time set for meeting.
- C. Work Sessions:** Work Sessions may be called by the Chair or Co-Chair and/or any two Members at any time to discuss problems and plans. All Members and the Secretary must be notified under the same conditions as Special Meetings. No formal transactions may be decided upon at Work Sessions. At the Chair's request, Work Sessions shall be electronically recorded by the Secretary; written

minutes shall not be produced unless the Chair or Co-Chair decides a compelling reason exists for written minutes.

- D. Executive Sessions:** Executive Sessions may be called by a vote of the majority (a quorum) of Members taken at a public meeting. The public and the Secretary are excluded from an Executive Session; however, the session must be recorded, with the Chair or Co-Chair taking possession of the recording. The only subject(s) that may be discussed in an Executive Session are those that are stated in the motion to go to Executive Session, and no matter shall be voted in Executive Session. The following matters may be discussed in an Executive Session: subjects that tend to prejudice the reputation and character of any person, including personnel matters, and matters which by law, or MOA Charter or ordinance, are required to be confidential.
- E. Public Meetings:** All meetings of the GBOS shall be open to the public except for Executive Sessions.
- F. Public Notice:** The Secretary will post the agenda as outlined in Section I, G at specified locations for Regular Meetings seven (7) days in advance. Additional agenda items must be posted forty-eight (48) hours in advance to be considered for action at a meeting.
- G. Open Meetings Act:** The GBOS is subject to the Open Meetings Act: see Article Six of the Administrative Procedures Act; A.S. 44.62.310-312. GBOS will provide twenty-four (24) hours notice by posting as described for Special Meetings, for all events and gatherings where more than two (2) supervisors are reasonably expected to be in attendance.
- H. Quorum:** Three or more GBOS Members attending the meeting, either in person or remotely, shall constitute a quorum.
- I. Agenda Items and Meeting Materials:** There shall be a public comment period during every meeting to allow the public to address items not on the agenda. Individual public comment will be limited to three minutes maximum per person.
- a. Meeting materials, as practicable, will be assembled and made available to the public at least twenty-four hours before a meeting.
 - b. Items of business other than standing items or reports shall be assigned to a Member. This Member will introduce the item and will work with any petitioner to ensure materials are prepared and available for the meeting. Items referred from a Committee or Subcommittee will be assigned to the Member with that responsibility, otherwise the Chair or Co-Chair(s) will assign the item to a Member.

- J. Minutes:** The minutes of meetings will be typed and posted within twenty-one (21) days of a meeting. The posted minutes shall state if they are draft or final version.
- a. Minutes from Executive Session meetings will not be typed or posted.
 - b. Executive Session meetings will be recorded. The Chair or Co-Chair will take possession of the recording and will ensure that the recording is placed in a dated, sealed envelope with an “Executive Session” label on the outside of the envelope. The Chair or Co-Chair shall deliver the sealed recording to the Secretary for locked storage in the GBOS offices. The Secretary shall also maintain a written log of the existing Executive Session recordings. Only by Resolution of the majority of the Members can a sealed Executive Session recording be opened.

K. Physical and remote attendance:

- a. Meetings may be held in person or virtually, or remotely. An in-person meeting is held in a public setting with a physical location and may also provide for remote attendance. A virtual meeting is one held with no physical location and all persons participate by remote attendance.
- b. Attendance: Remote attendance by telephone, virtually or through any remote means. Physical attendance is defined as a member being physically present at the location where the meeting is noticed as being held in a public setting.
- c. Means of Remote Participation: Remote participation under this section shall include any means through which a member may participate remotely, to include being able to engage in discussion and being audible to all persons participating in the meeting. The member participating remotely must have the ability to obtain the meeting agenda and other pertinent documents to be discussed and/or acted upon.
- d. Public In-Person Participation: If one or more members participates in-person in a public setting, then the public must also be granted reasonable in-person access to the meeting.
- e. In-Person Meeting: The chair or a majority of the members may schedule an in-person meeting.
- f. Public Notice: The public notice of the meeting must indicate whether the meeting is to be held in person, virtually, or remotely. If held in person, the notice shall indicate if remote attendance is available. The public must have an opportunity to participate by similar or alternative means as the board.
- g. Emergency: When the assembly, mayor, governor or federal government has declared an emergency, all boards may provide for remote attendance by members and provide for remote access by the public to the extent reasonable under the circumstances of the emergency.

Article 4: OFFICERS.

- A. Chair:** A Chair shall be elected to a one (1) year term by the Members every April or at any time membership changes by election or appointment. At the wish of the GBOS, this office may be held by two (2) elected Co-Chairs who will share in the duties enumerated in this Article. The duties of the Chair or Co-Chair are:
1. Preside over all GBOS meetings; and
 2. Call Special Meetings; and
 3. Notify Members and Secretary of the time, place, and date of all meetings; and
 4. Give input and vote; and
 5. Solicit from Members agenda items and develop monthly agenda; and
 6. Appoint Acting Chair or Co-Chair in his/her absence or conflict of interest; and
 7. Be proactive in working with MOA agencies and other Members; and
 8. Execute all documents requiring GBOS signature.

Article 5: AREAS OF RESPONSIBILITY.

- A.** The GBOS' defined Areas of Responsibility are as follows:
- a. Roads Maintenance
 - b. Utilities
 - c. Land Use
 - d. Parks and Recreation
 - e. Public Safety
 - f. Cemetery
 - g. Fire Department

Each of the five (5) individual Members shall "oversee" the Areas of Responsibility as delegated in Executive Session annually.

- B.** Selection of Areas of Responsibility will be based on seniority on the GBOS and will be chosen or assigned at the same time as election of the Chair or Co-Chair. In the case where seniority of members is equal and a decision cannot be reached, the Chair or Co-Chair may appoint.
- C.** Members are expected to attend Committee meetings, respond to community requests and report into the record at the Regular Meetings on their area of responsibility. The Supervisor overseeing the Fire Department, or their designee, is required to attend GFRI Board of Directors meetings.
- D.** Members are expected to advise on the MOA budgets related to their areas of responsibility. Members shall maintain reference information related to their areas of responsibility in an organized fashion and, where appropriate, shall pass this information on to their successor.

- E. Members are also expected to stay current on and to participate in the day-to-day communications between Members and between Members and GBOS Secretary. It is also expected that the communications between Members and between Members and the GBOS Secretary will be done in a cordial and business-like manner, regardless of an individual Member's position on an issue or an individual Member's affiliations or general beliefs. See also, Section II, Article 1 (B) regarding Recall and Vacancy.

Article 6: VOTING.

- A. **Conflict in Interest:** No Member may vote on any question(s) upon which they have a direct or substantial but indirect financial interest. Any Member who has a conflict is to state this publicly and may request to be recused from the vote. Members may not abstain from voting without supplying a reason that is accepted by a majority of the GBOS members.
- B. **Reconsideration of Action:** for reconsideration of any action taken by the GBOS, any Member on the prevailing side of a vote may move to reconsider immediately at the meeting in which the vote was taken or within twenty four (24) hours of the original vote. Notice to reconsider must be filed with Secretary; a second from any member must be filed with the Secretary within twenty-four (24) hours. Motions to reconsider take precedence and must be the first order of business at the next meeting of the GBOS. The result of the Motion to Reconsider vote will take precedence over the original vote.
- C. **Motions.** All motions must be stated in the positive.
- D. **Tie Votes:** Upon a tied vote, the GBOS will take one (1) revote immediately. If the tie vote remains, the motion fails.
- E. **Voting Conclusions:** The community's stated objective is to provide unified statements and recommendations from the Girdwood community. (Conditional Use Permit has its own resolution process.) However, three possibilities exist regarding agreement between the Girdwood Board of Supervisors and the Land Use Committee:
 - a. **Consensus:**
The Girdwood Board of Supervisors votes in accordance with the Land Use Committee recommendations. In this case, all recommendations of the Girdwood Board of Supervisors shall include the official actions of the Land Use Committee without changes. The Girdwood Board of Supervisors may include additional supporting information and comments when sending forth the actions of both groups.

b. Not in agreement; no time restriction:

The Girdwood Board of Supervisors does not vote in accordance with the Land Use Committee recommendations and the requirement to report forth on the issue is not time restricted. In this case, the Girdwood Board of Supervisors will provide a written explanation of the dissenting GBOS action to the Land Use Committee, and will provide any and all additional and/or new information pertinent to the issue being considered, and request that the Land Use Committee reconsider their action in view of the additional and/or new information. An issue can be sent back to the Land Use Committee one (1) time for reconsideration by the LUC, and the issue in question must appear on the following month's Land Use Committee agenda.

c. Not in agreement; time sensitive:

The Girdwood Board of Supervisors does not vote in accordance with the Land Use Committee recommendations and the requirement to report forth on the issue is time restricted. In this case, the Girdwood Board of Supervisors will provide a written explanation of the dissenting GBOS action to the Land Use Committee, and in sending the recommendations forward, will include the official actions of the Land Use Committee without changes, along with the official actions of the Girdwood Board of Supervisors and any relevant comments.

The Girdwood Board of Supervisors may also request an extension for advisory comments to be made, in which case the issue of dissent may be referred back to the Land Use Committee as described in "b" above.

Article 7: PUBLIC HEARINGS.

- A.** The Chair or Co-Chair is responsible to open the Public Hearing on a specific agenda item and to assign a timekeeper. Usually the timekeeper will be the Secretary.
- B.** All persons offering comment must state their full name and address.
- C.** Public Comment is limited to three (3) minutes per individual on the first round of comments. After all who wish to speak have had an opportunity, members of the public may request an additional one (1) minute to comment.
- D.** A Petitioner is limited to ten (10) minutes. The Petitioner may reserve any portion of that time for rebuttal at the end of the Public Hearing.

- E. Persons wishing to comment in excess of allotted time must make a request to the GBOS for approval.
- F. The Chair or Co-Chair may close the Public Hearing after all who wish to speak have had an opportunity to do so. A majority vote of the GBOS may reopen the Public Hearing.

Article 8: PRESENTATIONS.

- A. All those wishing to give a presentation at a GBOS meeting shall be directed by Members or the Secretary to make a timely request to the Chair or Co-Chair to be placed on the next available GBOS Agenda.
- B. All those making a presentation to the GBOS shall provide the following prior to the presentation:
 1. Name of the person giving the presentation, contact numbers and addresses; and
 2. Description of issue(s) to be covered in the presentation, including deadlines, if relevant;
 3. If requesting GBOS action, provide a sample resolution or letter; and
 4. Presenters will need to make their own prior arrangements for video and/or other displays.
- C. **Issues Needing A Vote** – Issues needing a vote (action items) require a minimum of two presentations at two different meetings at least a month apart. At the first meeting the issue will be introduced as new business with as much information as possible and requested. This provides the community with enough time to digest the information and come to the next meeting with an informed opinion prepared for a vote. The second meeting presentation will provide all information necessary to visualize and comprehend the entire nature and scope of the project and any other special requirements. An exception may be an issue of extreme importance of a timely nature beyond the control of the principals and/or representatives, in which case only one meeting is necessary and the rules for second presentation apply. Petitioners requesting relief from the two meeting presentation requirement must be able to provide adequate answers to these questions in writing, prior to the meeting:
 - What is the due date for this action?
 - When did you become aware of the need for this action and the due date?
 - Why do you need relief from the two meeting requirement for action on your item?
- D. **Conclusion of Business and Guidelines for Process** – There are three conclusions that may be used for deciding the outcome of a petitioner’s presentation. Land Use, Trails, Cemetery, and Public Safety Advisory Committees can vote to recommend that the GBOS write a:

Letter of Objection:	When the vote is not in favor
Letter of Non-Objection:	When the vote is in favor, with no strong opinion or cause to write a:
Resolution of Support:	Used when the issue is of great concern and importance to the community.

A specific request of either a Letter of Non-Objection (LONO) or Resolution of Support should be provided to the GBOS Secretary by the petitioner, along with draft language to be included in the document. The draft language will be updated to reflect the ideas and outcome of the committee discussions. If a Letter of Objection is to be written, the GBOS Secretary and members of the Land Use, Trails, Cemetery, or Public Safety Advisory Committees will draft the document for GBOS consideration and approval.

Article 9: BUDGET PROCESS.

- A. The Mayor shall consult with the GBOS in preparing the annual budget for the service area, and the comments and suggestions of the GBOS concerning the budget shall be transmitted to the Assembly for its consideration (AMC 27.20.050).
- B. The GBOS shall review and approve the budget using the following procedures and schedule:
 1. At the regularly scheduled GBOS meeting in the Third Quarter (no earlier than July 1) of each fiscal year, the GBOS will introduce the proposed Girdwood Service Area operating budget for the coming fiscal year, January 1 through December 31. The proposed budget is developed combining the respective budgets from Fire Department, Parks and Recreation, Cemetery, Public Safety and Road Maintenance divisions. The budget may also contain additional budget items suggested by the GBOS or the community.
 2. During a period of at least forty-six (46) days, beginning on the day of the budget introduction, at least two (2) Public Hearings on the proposed Service Area operating budget will be held. Public Hearing dates will be announced during the introductory budget meeting and will be posted as outlined in Section I, G under the same conditions as Special Meetings.
 3. After the last Public Hearing the GBOS will vote on and make advisory modifications, if necessary, to the proposed Girdwood Service Area Budget and transmit the budget document to the MOA Office of Management and Budget no later than the beginning of the last full week in the Third Quarter (end of September).

4. The final Girdwood Service Area budget will be presented to the Service Area in the beginning of the Fourth Quarter (October) at which time a final Public Hearing will be held on the final budget document. After the final Public Hearing the GBOS will vote on and make advisory modifications, if necessary, to the final Service Area Budget and return the document to the MOA Office of Management and Budget who will transmit the final Service Area Budget to the Mayor for review and then to the Assembly for approval.

Article 10: POLICY/PROCESS FOR VACATING RIGHTS OF WAY AND EASEMENTS. (Adopted 11/16/1998, revised 5/21/2001)

- A. Pursuant to the requirements of AMC, Title 21.15.130.A, no petition for vacation should be favorably acted upon by the GBOS unless the Petitioner demonstrates to the GBOS that the area to be vacated is of no further use to the MOA and the Girdwood Service Area.
- B. It will be the responsibility of the Petitioner to provide to the GBOS the information required by AMC, Title 21.15.130.B. Sufficient information will be provided to allow the GBOS to evaluate not only the impact on the subject parcel(s), but also all parcels benefiting from the dedication, which is to include adjacent properties. Maps shall be provided as required by AMC, Title 21.15.130.B.2.b, including the location of all known public improvements within the area being vacated.
- C. The burden of proof that the vacation has no adverse effect on the MOA and on the Girdwood Service Area rests with the Petitioner. Should the GBOS recommend approval of a vacation petition, it shall list findings of fact supporting the vacation. The findings of fact will at a minimum:
 - i. Demonstrate the property to be vacated is of no further use to the MOA.
 - ii. Demonstrate that the transfer of the vacated parcel will not adversely affect the maintenance and operation of present and future uses, including utility placement, pedestrian and trail use, snow removal and storage, and drainage.
 - iii. Show that the vacation is in compliance with all adopted and proposed plans affecting the area either directly or indirectly. Such plans will include, but not be limited to the Girdwood Area Plan, the Official Streets and Highways Plan, Subdivision and Land Use Regulations listed in AMC Title 21, the Anchorage Area Wide Trails Plan, The Girdwood Trails Committee Plans, the Girdwood Commercial Area and Transportation Master Plan and other plans deemed appropriate with respect to the area affected.

- iv. Give consideration to access for public safety officers, emergency medical services, and firefighters. The Girdwood Volunteer Fire & Rescue, Inc. (hereafter "GVF&R") shall be consulted before right of way or easement vacations are granted. The written opinion of the GVF&R shall be included with all petitions for vacation of rights of way and/or easements.
- D. The GBOS shall not consider previously vacated Rights of Way as justification for recommending approval of a specific vacation petition. Each petition shall be addressed in its own right.
- E. This policy is to be utilized when evaluating vacation of Rights of Way or Easements only. A separate policy will be proposed for variance requests. Encroachments in the Rights of Way and Easements will require vacation petitions.

Article 11: CORRESPONDENCE FROM THE GBOS.

- A. Only the Chair or Co-Chair(s) have the authority to sign letters on behalf of the GBOS unless they delegate the signing authority to the relevant supervisor.
- B. The individual(s) drafting a letter should send the draft to the Secretary via e-mail. The Secretary may send the draft to the Members via e-mail to collect comments prior to finalization. The Members shall respond back to only the Secretary with any comments they have. The Secretary shall work with Members individually to ensure comments are incorporated correctly. A maximum of two Members may work together on drafting correspondence outside of a public meeting in order to comply with Alaska Open Meetings Act.
- C. A deadline for comments and/or revisions should be noted in the e-mail message. If possible, at least a week should be allowed for comments. If no comments are received by a Member, it will be assumed that Member has no comment; individual Members will not be contacted or reminded to comment.
- D. The Secretary shall redistribute the letter, if time permits, for a final review by all Members.
- E. The topic of the letter must be discussed at two GBOS meetings (under New Business and Old Business) prior to the Members voting on it and the letter being signed. Any substantive changes to the letter must be discussed and finalized at a public meeting prior to voting and signing.

Article 12: EMERGENCY PERMITTING PROCEDURE. (Adopted in 1999)

- A. In instances where quick action is needed in order to protect the community from flooding the following emergency permitting procedures shall be followed:

1. The Fire Chief or Road Contractor will notify the GBOS Road Supervisor of the need to take protective action.
2. The GBOS Roads Maintenance Supervisor will contact MOA Street Maintenance Division hotline at 343-8277 to inform the MOA of the situation and request their assistance in obtaining a permit.
3. If the GBOS Roads Maintenance Supervisor is not available, the GBOS Chair or Co-Chair shall make this call. If the GBOS Chair or Co-Chair is not available, the GVF&R Fire Chief shall make this call.
4. MOA Street Maintenance shall contact the on-call MOA Street Maintenance foreman who will call the Alaska Department of Fish & Game (ADF&G) regarding the emergency permit.

Article 13: AMENDMENTS TO THE GIRDWOOD BOARD OF SUPERVISORS RULES AND PROCEDURES.

- A. The Rules of Procedure for the GBOS may be amended by a majority of the GBOS. Proposed amendments shall be communicated by the Secretary to each Member and posted as outlined in Section I, G not less than twenty-eight (28) days prior to a regular meeting. The Secretary shall document transmittal and public posting of the proposed amendments.

ATTACHMENT 1

Girdwood Public Meetings Standards of Conduct

The Girdwood Board of Supervisors (GBOS) encourages good faith input from community members at all Board, Committee, and Subcommittee meetings and desires to provide an environment based on respect and civility. In order to do so, the GBOS has established the following Standards of Conduct based on the norms of acceptable and courteous business behavior.

These standards shall apply to Regular, Joint and Special meetings, and to Work Sessions of GBOS. They may be adopted by GBOS Committees and Subcommittees by a vote of that body.

1. Members of the public wishing to address the public body shall first secure the permission of the Chair.
2. When commenting, please be courteous, brief, constructive and nonrepetitive.
3. Members of the public shall direct comments to the Chair and/or board members. Members of the public shall not direct comments to other audience members.
4. Members of the public will refrain from disruptive actions such as hand clapping, stamping of feet, whistling, cheering, yelling or similar demonstrations, which could have an intimidating effect upon members of opposing viewpoints.
5. Persons addressing the public body shall also refrain from slurs against race, color, religion, ethnicity, national origin, gender identity, sexual or affectional orientation, marital status, familial status, age, disability, or status with regard to public assistance.
6. Profanity, slander, false statements, violence, or the threat of violence in any form shall not be tolerated.

Violations of these Standards shall be determined by the opinion of the Chair of the meeting or, absent such opinion, by the opinion of the majority of the Members of the body who are present.

- A. Any person violating these standards shall be called to order by the Chair. If such conduct continues, said person may, at the discretion of the Chair, lose the floor. Said person may be denied further audience for that meeting. The Members may overrule the Chair's decision by majority vote.
- B. If said person refuses to come to order and obey the directives of the Chair, they may be requested to leave the meeting on a majority vote of the Members.

ATTACHMENT 2

Conditional Use Process

The GBOS will consider only those requests for Conditional Use Applications that have been received thirty (30) days in advance of the next scheduled meeting.

Presentation Format:

Presenters will address the LUC and GBOS boards and public from the front of the room at each meeting. Presenters should expect between 10-30 people in attendance.

Electronic copies of materials to be presented are requested to be provided to staff 1 week prior to the meetings at: gbos@muni.org.

Maps and drawings should be printed in a large enough format to be easily viewed by the entire room or provided in electronic format to be displayed on screen.

Handout materials should be copied and provided at the back of the room for public (approximately 20 copies) and for the LUC Officers (3), GBOS members (5), and staff (2).

Presentations should be clear and concise, not lasting longer than 15 minutes. After presentation, the board members will ask questions and will invite the public to ask questions and speak about the project.

Initial Presentation:

Initial presentation is to be scheduled by the petitioner at the LUC and GBOS Regular monthly meetings.

LUC meetings are held the 2nd Monday of every month.

GBOS meetings are held the 3rd Monday of every month.

It is necessary for the petitioner to begin at the LUC, with the GBOS meeting the following week.

How to schedule initial presentation:

Petitioner must schedule the initial presentation at least one week in advance of the LUC Regular Monthly meeting. Exceptions to be approved by the Land Use Committee Chair. Requests are to be made by email: gbos@muni.org or by calling 343-8373. Name of the project, location, and name of the individual(s) who will present are needed. The item will appear on the agenda as New Business at each of these meetings, unless special meetings need to be called due to time sensitivity.

What to bring to the initial LUC and GBOS presentations:

- Preliminary Site Plan
- Floor Plan
- Elevations all around
- Zoning status of that site and lands abutting the site
- Statement of projected positive impacts
- Statement of possible negative impacts
- Road development plans
- Statement of any expected requests for variances from zoning regulations

Second Presentation:

The Second Presentation will be scheduled once the petitioner's Planning and Zoning (P&Z) Department packet is received by Girdwood Municipal Staff. Presentation must occur prior to the petitioner's P&Z hearing.

How to schedule second presentation:

When petitioner's P&Z packet is received by Girdwood Municipal Staff, the petitioner will be notified and the 2nd presentation will be scheduled at the next LUC and GBOS meetings, unless special meetings need to be called due to time sensitivity. The item will appear on the agenda as Old Business at each of these meetings.

What to bring to the Second LUC and GBOS Presentations:

- 35%-65% design plan with drawings, engineering, grading and drainage, watershed report, parking
- Updated versions of all items from the initial presentation
- Specific request for and draft language of Letter of Non-Objection or Resolution of Support

With this information, the public will be able to consider and comment on the project in time for the P&Z hearing.

At the LUC meeting, the petitioner will present their project and make known their request for a LUC recommendation that GBOS to write a Letter of Non-Objection (LONO) or Resolution of Support to P&Z.

The LUC and public will ask questions of the petitioner. LUC will take note of the public's comments regarding the project and will call for a vote of the public in attendance at this meeting regarding the LONO or Resolution of Support. This information and vote tally will be forwarded on to the GBOS.

At the GBOS meeting the following week, the petitioner will present their project, addressing the comments heard at the LUC meeting, and will make a formal request for a LONO or Resolution of Support to be written to P&Z. GBOS and public in attendance will ask questions of the petitioner. After hearing the presentation and public comment, and considering the input provided from LUC, the GBOS will vote on the request for a LONO or Resolution of Support.

Conflict Resolution of Conditional Use Permit Items - In the event that the votes in LUC and GBOS are not in agreement, LUC and GBOS will schedule a separate public meeting with the petitioner to discuss the project. Whether the LUC and GBOS come to agreement or not, the positions of both LUC and GBOS will be forwarded to MOA Community Planning Department within three (3) working days. A copy of the correspondence forwarding the GBOS/LUC votes shall be given to all GBOS/LUC board members for review and comment before being sent to the MOA.

Note: Any changes to the Timeline and Number of Presentations for Conditional Use Permit Presentations in the LUC Operating Principles must be coordinated with the same document in the GBOS Rules and Procedures, and vice-versa.