

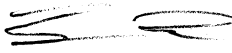
MEMORANDUM

CITY & BOROUGH OF JUNEAU

155 South Seward Street, Juneau, Alaska 99801

DATE: September 6, 2012

TO: Planning Commission

FROM: Eric Feldt, Planner II, CFM 
Community Development Department

FILE NO.: USE2012-0007

PROPOSAL: New Snow Removal Equipment Facility (SREF) at the Juneau International Airport.

GENERAL INFORMATION

Applicant: City & Borough of Juneau

Property Owner: City & Borough of Juneau

Property Address: 1873 Shell Simmons Drive

Legal Description: Tracts A & B Airport

Parcel Code Number: 3-B16-0-100-001-0

Site Size: 10.3 acres; (Juneau International Airport: 640.55 acres)

Zoning: Industrial

Utilities: City Water & Sewer

Access: Livingston Way

Existing Land Use: Juneau International Airport (JIA)

Surrounding Land Use:

| | |
|-------|-------------------------------------------------|
| North | - Light Commercial; Fred Meyers; Glacier Hwy |
| South | - Industrial; JIA |
| East | - Industrial; Temsco Helicopters; Maplesden Way |
| West | - Industrial; Wings of AK; Shell Simmons Dr. |

ATTACHMENTS

| | | |
|------------|---|-------------------------------|
| Attachment | A | Vicinity Map |
| Attachment | B | Project Narrative |
| Attachment | C | Drawings / Building Plans |
| Attachment | D | Applicant's Letter |
| Attachment | E | USE2007-35 Staff Report / NOD |

PROJECT DESCRIPTION

The CBJ Airport Department requests a Conditional Use permit to construct a Snow Removal Equipment Facility (SREF) at the northeastern section of the Juneau International Airport. See Attachment A. The new facility consists of several airport related administrative offices, snow removal equipment, sand / gravel storage areas, and an attached chemical storage area. These uses currently exist at various locations at the airport and would be consolidated into one building under the SREF. Drawings of the SREF are provided in Attachment C.

BACKGROUND

In 2008, the Planning Commission approved an Allowable Use permit (USE2007-00035) for a master plan of development in the northeast section of the Juneau International Airport (JIA) through 2015. This plan consists of a new snow removal equipment facility (SREF), new automated surface observatory system (ASOS), additional hanger buildings, and site improvements such as driveways and parking lots. The master plan can be seen under Attachment E. Much of the northeast section of the JIA was recently filled, covering wetlands to facilitate future development of the master plan.

Detailed designs of the SREF were not created at the time of the master plan. Even though the facility was approved in 2008, the current plans show it to be larger in size. The staff report of USE2007-00035 indicated that a change in the site plan would require a new Use permit. The Conditional Use permitting process will be used in place of the Allowable Use permit for the review of the now larger SREF.

ANALYSIS

Project Site

The SREF will be located in the northeast section of the JIA. Livingston Way street will be extended to provide access to the SREF. This area of the airport has been cleared of vegetation and wetlands, back filled, and prepped for future construction under Building permit BLD2010-0196.

According to the adopted CBJ flood maps, the site is located in an A2 high risk flood zone with a base flood elevation of 24 feet above mean lower low water (MLLW). The base flood elevation represents the high flood water during a 100-year storm event. As mentioned earlier, fill was brought to the site to cover wetlands and prep the area for development. This has raised the surface grade elevation from approximately 20 feet to 27 feet MLLW. This elevation can be seen in Attachment C. The new grade is above the base flood elevation and will enable the SREF to be constructed above high flood waters.

Project Design

The uses of the SREF can be broken into office space, snow removal equipment operations, and sand / gravel and chemical storage. The use of office space for airport-related administration is 15,000 square feet. The remaining 58,800 square feet of the SREF is dedicated to the use of snow removal equipment operations and material storage, for an overall size of 73,800 square feet.

The SREF is two and three stories in height. Elevation drawings showing this are provided under Attachment C. The taller building heights will accommodate the sand / gravel volume and tall snow removal equipment.

The SREF will be located within the fenced security area of the airport; public access will be restricted. Parking will be provided within and outside of the secured area, with a total of 73 parking spaces.

Traffic

The uses of the proposed SREF currently exist throughout the JIA, therefore, no increase in traffic volume is expected.

Parking and Circulation

As stated earlier, the applicant's narrative indicates 73 new parking spaces: 19 for employees, 7 for visitors, and 2 accessible (handicap) spaces, and 45 overflow parking spaces. These spaces are shown on sheet A1-10 of Attachment C.

Staff examined different ways to calculate the parking requirement for the project. Only two methods were found to be most similar to the project: 1) Use the overall size (53,800 sq. ft.) and primary uses of the facility (Office & Storage) for the calculation, or 2) Treat each loading bay as a Repair/Service Station, which requires 5 spaces per bay, plus adding the office use area (similar to the first method). The loading bays and subsequent interior areas of the facilities will be used to store and maintain snow removal equipment used throughout the airport and not for repairing privately-owned vehicles or boats which is more similar to a repair station. Therefore, staff used the first method to calculate the parking requirement, as shown below.

Land Uses

Office Space = 1 parking space per 300 square feet of gross floor area

Storage & Processing = 1 parking space per 1,000 square feet of gross floor area

Parking Calculations

Proposed Office Space: 15,000 square feet / 300 = 50 spaces

Proposed Storage & Processing: 58,800 square feet / 1,000 = 58.8 spaces ≈ 59 spaces

Loading bays for Industrial Storage, Processing, etc.: > 50,000 square feet = 3 zones

Total Parking Requirement

109 spaces (including 5 accessible spaces) + 3 loading zones

Parking Provided under Plan

73 Spaces (including 2 accessible spaces) + 12 loading zones

The applicant designed the proposed parking lot for the number of expected users of the facility at a given time. Based on the above parking calculation, the applicant is providing 36 fewer spaces than what is required. The code does not calculate parking requirements for storage uses and office space based on number of users. The applicant has stated that by meeting the parking requirement there will be many unused parking spaces and an inefficient use of airport property. Further, when the City Public Works facility (which is very similar to the proposed SREF) was approved, their parking requirement was reduced with a variance to allow them to provide parking based on number of users instead of the size of the building area. Therefore, the applicant has filed a Variance permit (VAR2012-17) in conjunction with the subject Conditional Use permit. The City Public Works facility parking reduction variance can be read under memorandum VAR2012-17.

If a variance to reduce the parking requirement is denied, the applicant will be required to redesign the project to meet the requirement. This may require additional review by the Planning Commission. Staff recommends a condition of approval noting this issue.

Noise

The SREF is located on airport property which is one of the noisiest places in the borough with helicopters and planes arriving / departing daily, snow plow trucks operating daily through the winter, and the general public dropping off / picking up travelers.

The winter is expected to be a high activity time of the SREF with snow removal operations. Snow removal operations currently exist at the airport and are not expected to substantially increase with the new SREF.

Public Health or Safety

The SREF is located within the secured area of the airport property. All uses of the SREF currently exist throughout the property. By consolidating these uses in one complex, airport operations will be more efficient. Therefore, public safety will be enhanced with the proposed SREF. Public access to the facility will continue to be secured under airport jurisdiction, therefore, the new SREF will not negatively affect the public's health or safety.

Habitat

As indicated earlier, there was an approved Building permit for site construction. Concurrent with this permit was an approved permit by the US Army Corps of Engineers (COE) to fill wetlands in the area of the SREF. Since this area has recently been filled, there are no sensitive habitats of the Land Use Code that would be affected by this project.

Property Value or Neighborhood Harmony

Since all of the uses in the SREF currently exist on the site, staff is not expecting any substantial increase in noise, traffic volume, light glare, etc. that could negatively affect nearby property. Further, the site will be located on airport property and not near any residences, therefore property value and neighborhood harmony of properties adjacent to airport grounds will not be negatively affected.

Conformity with Adopted Plans

The proposed SREF will be located at the JIA grounds within the Institutional and Public Use (IPU) land use designation of the 2008 Comprehensive Plan of the City & Borough of Juneau (CBJ). The IPU designation is for publicly owned lands dedicated to variety of uses such as schools, fire stations, parks, parking facilities, etc. The airport is owned by the CBJ. This public facility is vital to Juneau's transportation not only as a city and to the southeast Alaskan region, but also as the state capital.

The following is an excerpt from the 2008 Comprehensive Plan regarding the importance of the JIA:

“It is critical that the CBJ continue the orderly development of the airport to meet the expanding needs of CBJ residents and to provide access for Alaskans to their legislature and State government. Wise development of the airport will contribute to the economic growth and diversification of the community.” - Page 125.

POLICY 8.4 IT IS THE POLICY OF THE CBJ TO SUPPORT THE IMPROVEMENT OF TRANSPORTATION FACILITIES AND SYSTEMS THAT REINFORCE JUNEAU'S ROLE AS THE CAPITAL CITY OF ALASKA AND A REGIONAL TRANSPORTATION AND SERVICE CENTER.

POLICY 8.5 IT IS THE POLICY OF THE CBJ TO PROMOTE AND SUPPORT AVIATION SAFETY; TO DEVELOP AND MAINTAIN AIRPORT FACILITIES MEETING THE AVIATION TRANSPORTATION NEEDS FOR THE CBJ, ITS RESIDENTS, VISITORS AND COMMERCE; AND TO WORK WITH THE PUBLIC AND PRIVATE SECTORS TO FACILITATE COMMERCE, ECONOMIC DEVELOPMENT, AND ACCESS TO ALASKA'S CAPITAL CITY.

Construction of the SREF will provide a better location for accessing snow removal equipment and related material, thereby improving the airport's function and safety of its users and allowing this project to consistent with the 2008 Comprehensive Plan.

FINDINGS

CBJ §49.15.330 (e)(1), Review of Director's Determinations, states that the Planning Commission shall review the Director's report to consider:

1. Whether the application is complete;
2. Whether the proposed use is appropriate according to the Table of Permissible Uses;
and,
3. Whether the development as proposed will comply with the other requirements of this chapter.

The Commission shall adopt the Director's determination on the three items above unless it finds, by a preponderance of the evidence, that the Director's determination was in error and states its reasoning for each finding with particularity.

CBJ §49.15.330 (f), Commission Determinations, states that even if the Commission adopts the Director's determination, it may nonetheless deny or condition the permit if it concludes, based upon its own independent review of the information submitted at the public hearing, that the development will more probably than not:

1. Materially endanger the public health or safety;
2. Substantially decrease the value of or be out of harmony with property in the neighboring area;
or,
3. Not be in general conformity with the comprehensive plan, thoroughfare plan, or other officially adopted plans.

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

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

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

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

Yes. The requested permit is appropriate according to the Table of Permissible Uses. The permit is listed at CBJ §49.25.300, Section 15.200 for the Industrial zoning district.

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

Yes. The proposed development complies with the other requirements of this chapter. Public notice of this project was provided in the August 31 and September 10 issues of the Juneau Empire's "Your Municipality" section, and a Notice of Public Hearing was mailed to all property owners within 500

feet of the subject parcel. Moreover, a Public Notice Sign was posted on the subject parcel, visible from the public Right of Way.

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

No. As stated earlier, snow removal operations have been part of the overall activities of the JIA. By consolidating these uses in one complex, airport operations will become more efficient and will enhance public safety. The SREF will be located in the secured section of the airport where public access is limited, therefore, public health or safety will not be materially endangered.

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

No. As mentioned in this report, the SREF will be located within the JIA grounds. Adjacent land uses are other airport-related activities or private commercial businesses. Operations from the SREF will not substantially decrease the value of or be out of harmony with property in the neighboring areas.

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

Yes. As discussed earlier, construction of the SREF will provide a better location for accessing snow removal equipment and related material. Overall, it will increase efficiency of the snow removal / maintenance of the airport.

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

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

Not Applicable. As mentioned earlier, there are no longer sensitive habitats in the area of the SREF.

RECOMMENDATION

It is recommended that the Planning Commission adopt the Director's analysis and findings and grant the requested Conditional Use permit. The permit would allow the development of a Snow Removal Equipment Facility at the JIA with the following condition:

1. If a variance to reduce the parking requirement is denied, the applicant shall redesign the project to meet the requirement. The Director may require additional review by the Planning Commission.

DEVELOPMENT PERMIT APPLICATION

| | | |
|---------------------------------------------|-----------------------------------|-------------------------------|
| Project Number | CITY and BOROUGH of JUNEAU | Date Received: <u>5/10/12</u> |
| Project Name (City Staff to Assign Name) | | |

| | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|-----------------------------|
| PROJECT / APPLICANT INFORMATION | Project Description Snow Removal Equipment Facility (SREF) at the Juneau International Airport. This facility will store and maintain equipment and operations that support the airfield throughout the year. The project will be designed and constructed in multiple phases, as funding becomes available. | | |
| | PROPERTY LOCATION | | |
| | Street Address Livingston Way | City/Zip Juneau, AK 99801 | |
| | Legal Description(s) of Parcel(s) (Subdivision, Survey, Block, Tract, Lot) <u>BY OVA TRA & B</u> | | |
| | Assessor's Parcel Number(s) <u>3B1601000010</u> | | |
| | LANDOWNER/LESSEE | | |
| | Property Owner's Name Juneau International Airport | Contact Person: Catherine Fritz | Work Phone: 907-586-0452 |
| | Mailing Address 1873 Shell Simmons Drive, Suite 200, Juneau, AK 99801 | Home Phone: | Fax Number: 907-789-1227 |
| | E-mail Address catherine_fritz@ci.juneau.ak.us | Other Contact Phone Number(s): | |
| | ADDENDUM LESSEE CONSENT | | |
| <p>I am (we are) the owner(s) or lessee(s) of the property subject to this application and I (we) consent as follows: This application for a land use or activity review for development on my (our) property is made with my complete understanding and permission. I (we) grant permission for officials and employees of the City and Borough of Juneau to inspect my property as needed for purposes of this application.</p> <p>X <u>[Signature]</u> Landowner/Lessee Signature <u>8/27/2012</u> Date</p> <p>X _____ Landowner/Lessee Signature _____ Date</p> <p>NOTICE: The City and Borough of Juneau staff may need access to the subject property during regular business hours and will attempt to contact the landowner in addition to the formal consent given above. Further, members of the Planning Commission may visit the property before the scheduled public hearing date.</p> | | | |
| APPLICANT | | | |
| Applicant's Name Jeannie Johnson, Airport Manager | Contact Person: Catherine Fritz | Work Phone: 907-586-0452 | |
| Mailing Address 1873 Shell Simmons Drive, Juneau, AK 99801 | Home Phone: | Fax Number: | |
| E-mail Address jeannie_johnson@ci.juneau.ak.us | Other Contact Phone Number(s): | | |
| X <u>[Signature]</u> Applicant's Signature <u>4/26/2012</u> Date of Application | | | |

| | | | |
|---------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|----------------------|-------------------------------------|
| STAFF APPROVALS | <input checked="" type="checkbox"/> Permit Type | Date Received | Applicant |
| | <input type="checkbox"/> Building/Grading Permit | | |
| | <input checked="" type="checkbox"/> City/State Project Review and City Land Action | | |
| | <input type="checkbox"/> Inquiry Case (Fee In Lieu, Letter of ZC, Use Not Listed) | | |
| | <input type="checkbox"/> Mining Case (Small, Large, Rural, Extraction, Exploration) | | |
| | <input type="checkbox"/> Sign Approval (If more than one, fill in all applicable permit #'s) | | |
| | <input type="checkbox"/> Subdivision (Minor, Major, PUD, St. Vacation, St. Name Change) | | |
| | <input checked="" type="checkbox"/> Use Approval (Allowable, Conditional, Cottage Housing, Mobile Home Parks, Accessory Apartment) | X 5/10/12 | USE20120007 |
| | <input type="checkbox"/> Variance Case (De Minimis and all other Variance case types) | | |
| | <input type="checkbox"/> Wetlands Permits | | |
| <input type="checkbox"/> Zone Change Application | | | |
| <input type="checkbox"/> Other (Describe) | | | |
| ***Public Notice Sign Form filled out and in the file. | | | |
| Comments: <u>associate/modification of USE 2001-00035</u> <u>USE 2007-00035</u> | | | Permit Intake Number <u>1031</u> |

ALLOWABLE/CONDITIONAL USE PERMIT APPLICATION

| | | | |
|----------------|------------------------------|----------------------------|--------------------------|
| Project Number | Project Name (15 characters) | Case Number USE20120007 | Date Received 5/10/12 |
|----------------|------------------------------|----------------------------|--------------------------|

TYPE OF ALLOWABLE OR CONDITIONAL USE PERMIT REQUESTED

- Accessory Apartment*** (AAP) Driveway in Right-of-Way (ADW)
 Use Listed in §49.25.300 (USE)
 (Table of Permissible Uses)

Please list the Table of Permissible Uses Category: _____

***An Accessory Apartment Application will also be required.

DESCRIBE THE PROJECT FOR WHICH AN ALLOWABLE OR CONDITIONAL USE APPROVAL IS NEEDED.

Juneau International Airport (JNU) is submitting this application for the construction of a new Snow Removal Equipment Facility (SREF) just east of the Wings of Alaska Hanger at what is currently the south end of Livingston Way. The new SREF will be built on approximately 6.5 acres of recently filled land. A detailed project description that includes figures is attached herewith.

IS THIS A MODIFICATION OF AN EXISTING APPROVAL? NO YES - Case # USE01-35

CURRENT USE OF LAND OR BUILDING(S):

The new SREF will be constructed on land recently developed as part of the Runway Safety Area Improvements Phase I Project. A wetlands fill permit for this site was accepted under Allowable Use permit, USE2007-00035.

PROPOSED USE OF LAND OR BUILDING(S):

The building will accommodate equipment maintenance, equipment storage, sign repair, airfield lighting shop, airport records/archives, wash bay, employee restroom/locker room, maintenance supervisor office and a break room. During a second phase a sand & chemical building, fueling station & outdoor covered storage area will be constructed.

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

SITE AND BUILDING SPECIFICS:

Total Area of Lot 283,500 square feet Total Area of Existing Structure(s) 0 square feet
 Total Area of Proposed Structure(s) 53,800 square feet

EXTERNAL LIGHTING:

Existing to remain No Yes - Provide fixture information, cutoff sheets, and location of lighting fixtures
 Proposed No Yes - Provide fixture information, cutoff sheets, and location of lighting fixtures

PROJECT NARRATIVE AND SUBMITTAL CHECKLIST:

- | | |
|----------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Site Plan | <input type="checkbox"/> Existing and proposed parking areas (including dimensions) and proposed traffic circulation |
| <input type="checkbox"/> Floor Plan of proposed buildings | <input type="checkbox"/> Existing Physical Features of the site (drainage, habitat, hazard areas, etc.) |
| <input type="checkbox"/> Elevation view of existing and proposed buildings | |
| <input type="checkbox"/> Proposed Vegetative Cover | |

For more information regarding the permitting process and the submittals required for a complete application, please see the reverse side.

If you need any assistance filling out this form, please contact the Permit Center at 586-0770.

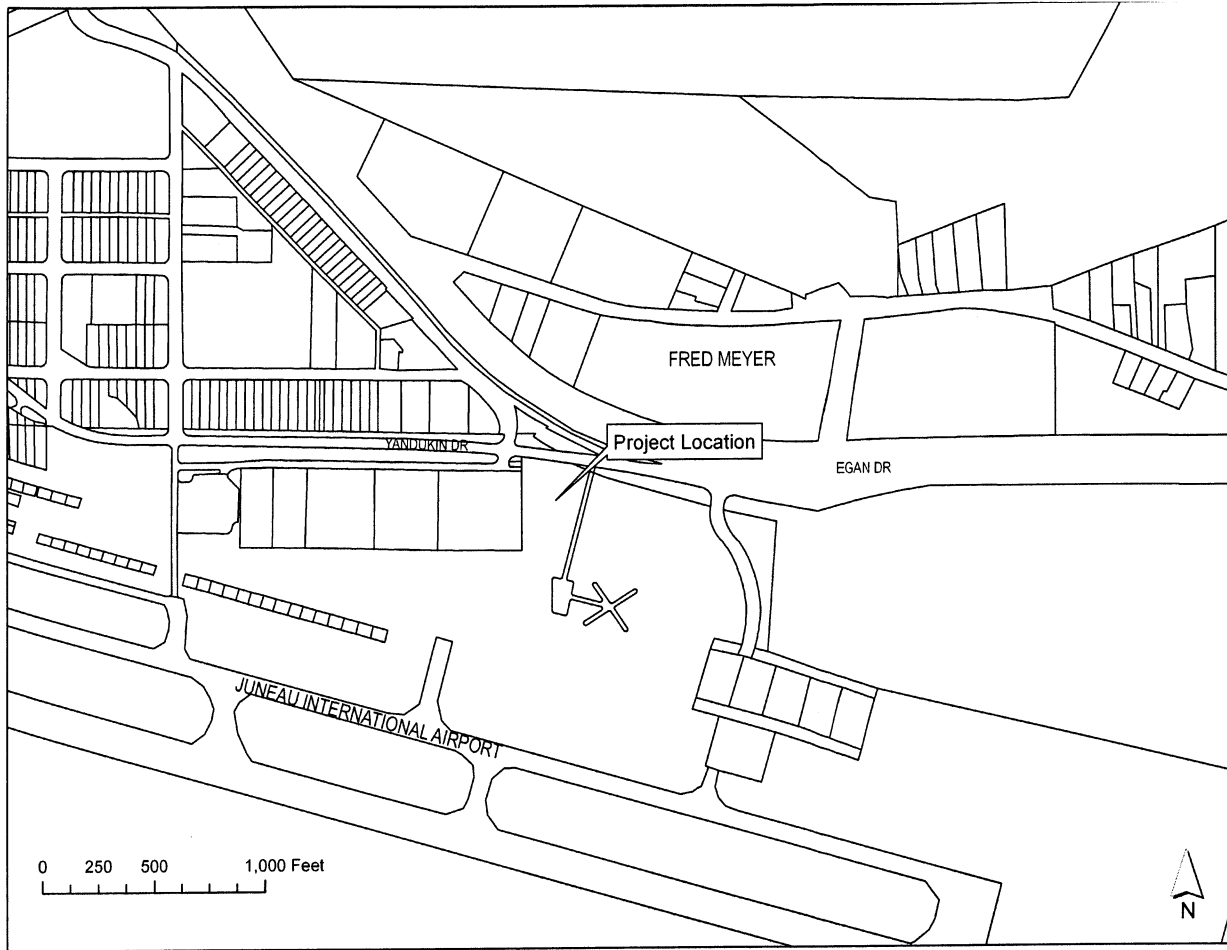
ALLOWABLE/CONDITIONAL USE FEES

| Fees | Check No. | Receipt | Date |
|---------------------------------|-----------|---------|---------|
| Application Fees \$1,600 | | | |
| Admin. of Guarantee \$ | | | |
| Adjustment \$ | | | |
| Pub. Not. Sign Fee \$50.00 | | | |
| Pub. Not. Sign Deposit \$100.00 | | | |
| Total Fee \$1,750.00 | CC | Edw/19 | 5/11/12 |

NOTE: MUST BE ACCOMPANIED BY DEVELOPMENT PERMIT APPLICATION FORM

TO BE COMPLETED BY THE APPLICANT

NOTICE OF PUBLIC HEARING



PROPOSAL: Conditional Use permit for New Snow Removal Equipment Facility (SREF) and a Variance for parking reduction for the same project.

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|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>FILE NO: USE2012 0007 & VAR2012 0017</p> <p>TO: Adjacent Property Owners</p> <p>HEARING DATE: September 11, 2012</p> <p>HEARING TIME: 7:00 PM</p> <p>PLACE: ASSEMBLY CHAMBERS Municipal Building 155 South Seward St Juneau, Alaska 99801</p> | <p>APPLICANT: City & Borough of Juneau Airport</p> <hr/> <p>Property PCN: 3-B16-0-100-001-0</p> <p>Size: 640.55 Acres</p> <p>Zoned: Indestructable Industrial</p> <p>Owner: City & Borough of Juneau Airport</p> <p>Site Address: 1873 Shell Simmons Drive</p> <p>Accessed via: Livingston Way</p> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

PROPERTY OWNERS PLEASE NOTE:

You are invited to attend this Public Hearing and present oral testimony. The Planning Commission will also consider written testimony. You are encouraged to submit written material to the Community Development Department no later than 8:30 A.M. on the Wednesday preceding the Public Hearing. Materials received by this deadline are included in the information packet given to the Planning Commission a few days before the Public Hearing. Written material received after the deadline will be provided to the Planning Commission at the Public Hearing.

If you have questions, please contact Eric Feldt at eric_feldt@ci.juneau.ak.us or at 586-0764.

Planning Commission Agendas, Staff Reports and Meeting Results can be viewed at www.juneau.org/plancomm