

MEMORANDUM

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

DATE: May 24, 2013

TO: Planning Commission

FROM: Beth McKibben, Planner *BMK*
Community Development Department

FILE NO.: USE2013 0014

PROPOSAL: Conditional use to allow off- site construction staging in the Sealaska parking lot for the Walter Soboleff Center.

GENERAL INFORMATION

Applicant: MRV Architects

Property Owner: Sealaska Heritage Institute

Property Address: 1 Sealaska Plaza

Legal Description: Tidelands Addition Block 77 Lots 1-7

Parcel Code Number: 1-C07-0-K77-001-0

Site Size: 1.05 acres
0.40 acres (approximately) – parking lot only
11,400 (approximately) square feet – to be used for staging

Comprehensive Plan Future Land Use Designation: Mixed Use

Zoning: Mixed Use

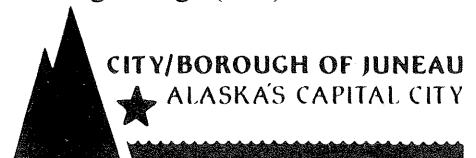
Utilities: City Water & Sewer

Access: Main Street, Front Street, South Seward Street

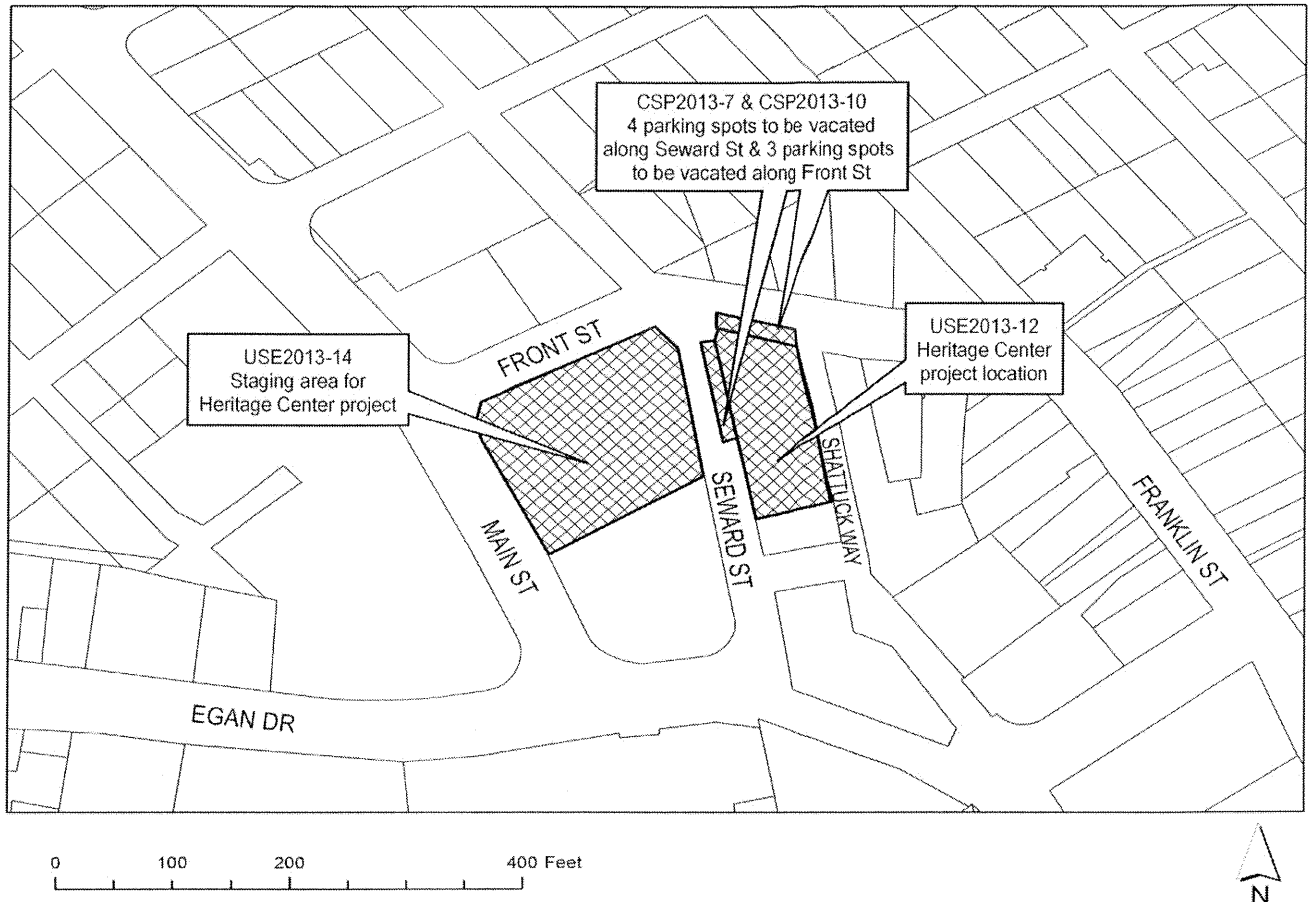
Existing Land Use: Parking for Sealaska Plaza

Surrounding Land Use:

North	-	Retail/Commercial (MU)
South	-	Retail/Commercial/Office (MU)
East	-	Retail/Commercial (MU)
West	-	Retail/Office/Parking Garage (MU)



VICINITY MAP



ATTACHMENTS

Attachment	A	CBJ Fire Marshall Comment
Attachment	B	Tentative Main Street Construction Schedule
Attachment	C	General Engineering Staff Comment
Attachment	D	Construction Impacts and Schedule
Attachment	E	AEL&P Comment

PROJECT DESCRIPTION

The applicant requests a Conditional Use permit to use part of the Sealaska parking lot as an off-site staging area during the construction of the new Walter Soboleff Center project. If approved, temporary offices, port-a-potty, storage and processing of materials and miscellaneous

equipment storage will be used for construction operations. Material will be unpacked, sorted and prepared for construction and then transported to the construction site for final use.

The applicant has also requested to include a portion of South Seward Street in the construction staging area. This is not part of this Conditional Use permit application and will be considered by CBJ through a separate process. If it is not approved the staging will be limited to only the Sealaska parking lot.

The Sealaska parking lot has 46 parking spaces. If this Conditional Use permit is approved, only 18 spaces will be available during the construction of the Heritage Center.

BACKGROUND

The site was formerly home to the C.W. Young building, which was built in 1896 and served as a warehouse and hardware store. The building housed a variety of uses before it burned in August 2004. The site remained vacant since the fire. It was a large hole known locally as “the pit” before Sealaska purchased and landscaped it in 2010.

In April 2012, the CBJ received a request to close the portion of Shattuck Way between Municipal Way and Front Street to vehicles (CSP2012 0004). The Planning Commission’s recommendation to the Assembly was in support of the request. The Public Works and Facilities Committee considered this request at their March 21, 2012 meeting. According to the minutes, they forwarded it to the Committee of the Whole without a recommendation. It is staff’s understanding that the Assembly decision on this request is tabled pending Planning Commission consideration of the Cultural Center.

In January 2013, the project site was removed from the Historic District (Ordinance 2013-01). Shattuck Way is now the western boundary of the District rather than South Seward Street.

ANALYSIS

Project Site - The project site is located in downtown Juneau. The site is used as parking for the Sealaska Plaza. It will become parking for the Walter Soboleff Center when it is completed. The parking lot has the Sealaska Plaza on the south side, Main Street, Front Street and South Seward Streets on the remaining three sides. The parking lot entrance is located on Main Street and the exit is located on South Seward. This will continue to be used for ingress/egress to the staging area, as well as 18 parking spaces that will remain available if this use permit is approved.

Project Design - The applicant plans to use approximately 11,400 square feet of the parking lot for offices and construction materials used during the construction of the Walter Soboleff Center. A contractor has not yet been hired for this project. Specific details about where the temporary office, port-a-potties, and materials will be located within the staging area have not yet been decided.

The applicant states that a security fence will be placed along the perimeter of the staging area along the property line (inside the sidewalks). Though the applicant did not state the exact type of fence, staff expects this to be metal, chain link.

No lighting is expected at this time; however, should the contractor feel that lighting is needed, staff recommends the following condition:

- *All exterior lighting fixtures shall be of a "full cutoff" design.*

The use of the site is projected to be for 16 to 18 months starting July 2013. Because a contractor has not yet been selected, the anticipated hours of construction are unknown. However, CBJ 42.20.095 – Disturbing the Peace section (b) states:

"(b) Construction of buildings and projects. It is unlawful to operate any pile driver, power shovel, pneumatic hammer, derrick, power hoist, or similar heavy construction equipment, before 7.00 a.m. or after 10:00 p.m., Monday through Friday, or before 9:00 a.m. or after 10:00 p.m. Saturday and Sunday, unless such permit shall be obtained from the City and Borough building official. Such permit shall be issued by the building official only upon a determination that such operation during hours not otherwise permitted under this section is necessary and will not result in unreasonable disturbance to surrounding residents."

This provides some parameters on hours of construction.

Supplemental application materials go into detail about the various stages of construction, such as installation of sheet pile to secure the edges of the site for the basement walls. This installation will affect the requested street and sidewalk closures. The applicant has indicated the contractor will be required to coordinate with CBJ for these activities.

Traffic - Again, because a contractor has not yet been hired, the details are not yet available. However, because of the location and size of the staging area, and its proximity to the construction site some things are known. Assembled and processed material will be transported between the staging site and the construction site using highway-legal vehicles and forklifts. Some materials will have to be stored off-site and brought to the construction site, also using highway-legal vehicles and trailers.

The applicant shall be responsible for obtaining State or City agency approval and obeying all street safety measures for any street or sidewalk closure, use of any wide-load vehicles, or other activity affecting the management of public roadways. Further, the applicant shall ensure transported material is secure and safe, and any debris falling on the street or sidewalk is cleaned up as soon as possible. Staff recommends these safety measures be a condition of approval.

Supplemental application material discusses in some detail major truck access to the site for excavation and fill. The applicant proposes that trucks would be routed through the Sealaska

parking lot to the construction site, and exit through South Seward Street to Egan Drive. Major truck traffic is also expected during concrete placement. Trucks will be routed in the same way, but concrete trucks will also be using Shattuck Way and Front Street.

As stated above, the applicant will have to obtain City approval for any closures of City streets and sidewalks.

Parking and Circulation - Because of the small size of the staging area and the limited parking available in the Sealaska parking lot, very little private vehicle parking by construction employees can be accommodated on site. Construction employees will need to park off-site, on the street, in one of the parking garages, carpool, etc.

Staff recommends a condition:

- *The contractor shall limit parking of private employee vehicles on the staging site to no more than one at a time.*

Noise - Noise during construction is expected. As mentioned above, the City & Borough of Juneau Penal Code applies to this project - CBJ 42.20.095 *Disturbing the Peace* (b).

Public Health or Safety - As stated earlier, the construction site will be secured with a perimeter fence. With the recommended conditions affecting street safety, the health and public safety will be preserved.

Staff solicited comments from the Juneau Police Department and Capital City Fire and Rescue (CCF/R). The Police Department did not comment. The CBJ Fire Marshall (attachment A) has concerns with the requested closing of South Seward Street. South Seward Street is important for the Fire Department to use with the large aerial ladder trucks. The large trucks are unable to make the turn from South Seward Street onto Front Street to return to the Fire Station. Main Street will not offer an alternative route for the large fire trucks due to construction. Staff notes that closing off South Seward Street is not considered as part of this Conditional Use permit. Street and sidewalk closures are reviewed and permitted by General Engineering. The Engineering Department has indicated that Main Street construction work should be completed by August 15, 2013 (attachment B).

General Engineering (attachment C) also objects to the closing of South Seward Street, noting concerns to public safety, e.g. its need for fire trucks, and the closure of Main Street. Some closures of South Seward Street will be required for construction. There is no way to safely operate a crane during construction without closing the street. There will be other stages of construction that require the closing of South Seward Street in order to protect the safety of the general public and the construction team. The applicant will have to work with CBJ in permitting street closures. While the application indicates the applicant's preference is to close South Seward Street and use that area, it is likely that a series of closures will be approved (attachment D).

AEL&P has lines in the South Seward Street Right of Way (attachment E). A switch cabinet and man-hole lid/vault is within the fenced area proposed to be closed for staging. AEL&P has asked that the fence be brought to the left of their equipment so it will be accessible from South Seward Street. As mentioned above, the street closures and location of the fences in the Right of Way are outside this Conditional Use permit but will be addressed through the street closure permitting process.

Habitat - N/A; There are no sensitive habitats in the project area.

Property Value or Neighborhood Harmony - The temporary contractor's storage connected with construction project off site for a specified period of time may have some impacts to neighborhood harmony. Noise will be regulated by the penal code. Property values should not be affected by a temporary use that is in place for approximately 18 months. The staging area will facilitate the construction of a new building on what is now a vacant lot, which will enhance property values in the long term. Therefore, with the recommended conditions, approval of the temporary construction staging site will not negatively affect property values or neighborhood harmony.

Conformity with Adopted Plans - Staff reviewed the 2008 Comprehensive Plan for policies that may be relevant to the project:

Policy 3.1. It is the policy of the CBJ to balance availability of sufficient land within the designated urban service area boundary that is suitably located and provided with the appropriate public services and facilities to meet the community's future growth needs and the protection of natural resources, fish and wildlife habitat and scenic corridors.

Policy 5.2. It is the policy of the CBJ, through a cooperative effort with the State of Alaska, to plan for and support development of an attractive setting, facilities, and other services to enhance the state capital and to strive to provide an atmosphere conducive to good leadership in the state, accessible to and supportive of all people of the State of Alaska.

Policy 5.3. It is the policy of the CBJ to maintain and strengthen downtown Juneau as a safe, dynamic and pleasant center for government and legislative activities, public gatherings, cultural and entertainment events, and residential and commercial activities in a manner that complements its rich historic character and building forms.

As indicated earlier, the construction staging operation is a temporary project for the permanent construction of the new Walter Soboleff Center. Redeveloping a vacant lot into the Walter Soboleff Center will improve its important role as an educational resource for not only downtown residents and tourists, but also the whole community and the Southeast Alaska region. Staff finds the use of this location as a construction site for the Walter Soboleff Center to be 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 10.400 for the Mixed Use 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 May 17, 2013 and May 27, 2013 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. Based on the above analysis the proposed development, with conditions, will not endanger the public health and safety.

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

No. Based on the above analysis the use, with conditions, will maintain values and will be in harmony with the neighboring area.

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

Yes. As discussed above, the proposed development is in general conformity with the land use plan.

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?*

Yes. This proposal does not need to go through the Alaska Coastal Management Program review.

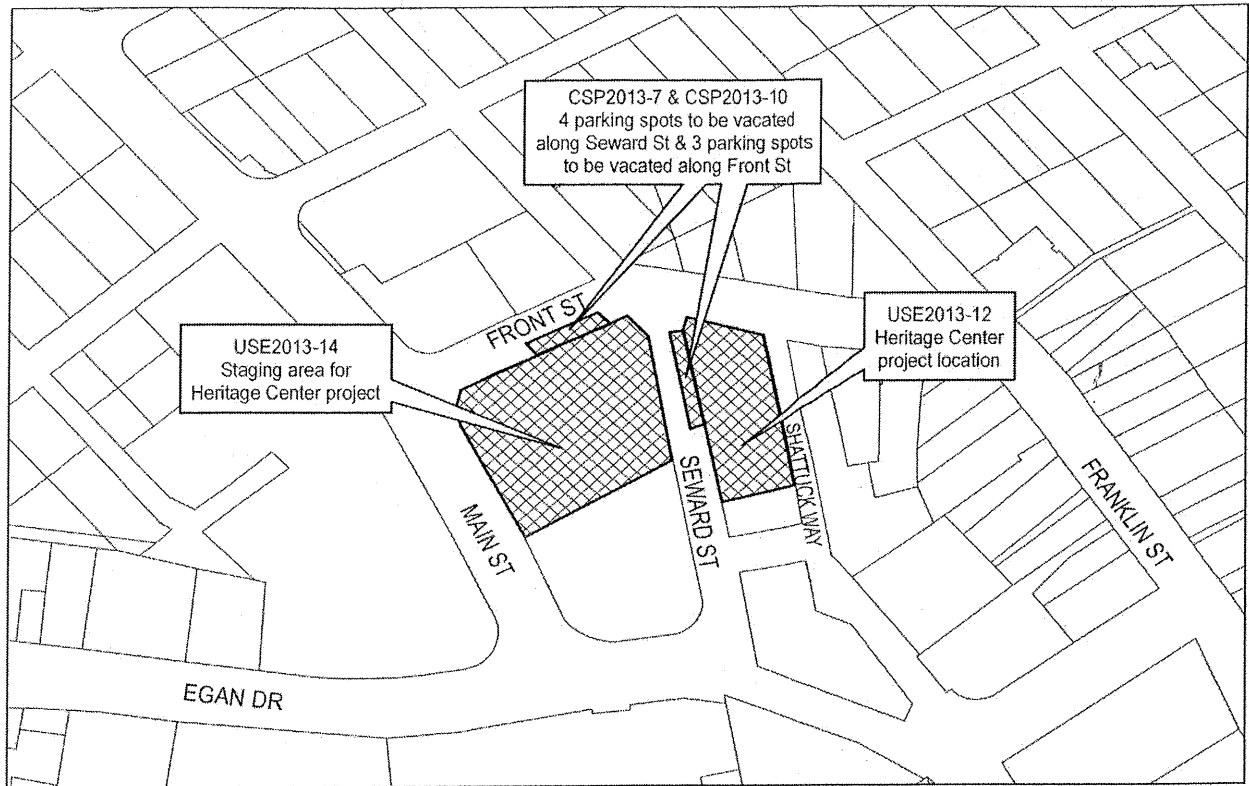
RECOMMENDATION

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 temporary contractor's storage connected with construction project off site for 18 months. The approval is subject to the following conditions:

1. All exterior lighting fixtures shall be of a "full cutoff" design.
2. The applicant shall ensure transported material is secure and safe, and any debris falling on the street or sidewalk be cleaned up as soon as possible.
3. The applicant shall be responsible for obtaining permission from State or City agencies for any street or sidewalk closures due to the staging, construction and transportation operations.
4. The applicant shall ensure that the sidewalks in front of the subject site shall remain passable for all pedestrians, and cleared of any material that may originate from the construction staging operations except for permitted closures.
5. The contractor shall limit parking of private employee vehicles on the staging site to no more than one at a time.

****MAP CORRECTED TO REFLECT FRONT STREET PARKING VACATION****

NOTICE OF PUBLIC HEARING



- Proposal: CSP2013 0007: Vacate three parking spaces in CBJ ROW along Front Street.
 CSP2013 0010: Vacate four spaces in CBJ ROW along Seward Street.
 USE2013 0012: Sealaska Walter Sobeloff Heritage Center.
 USE2013 0014: Conditional Use to allow off site construction staging in the Sealaska parking lot for the Walter Sobeloff Heritage Center.
 VAR2013 0014: Variance for deletion of canopy requirements along Shattuck Way.

File No:	CSP2013 0007; CSP2013 0010; USE2013 0012; USE2013 0014; VAR2013 0014	Applicant:	MRV Architects
To:	Adjacent Property Owners	Property PCN:	1-C07-0-K78-001-1 & 1-C07-0-K77-001-0
Hearing Date:	May 28, 2013	Owner:	Sealaska Corporation
Hearing Time:	7:00 PM	Size:	55,203 square feet lots only
Place:	Assembly Chambers	Zoned:	Mixed Use
	Municipal Building	Site Address:	113 S Seward Street & 1 Sealaska Plaza
	155 South Seward Street	Accessed Via:	S Seward Street
	Juneau, Alaska 99801		

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.

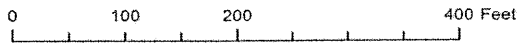
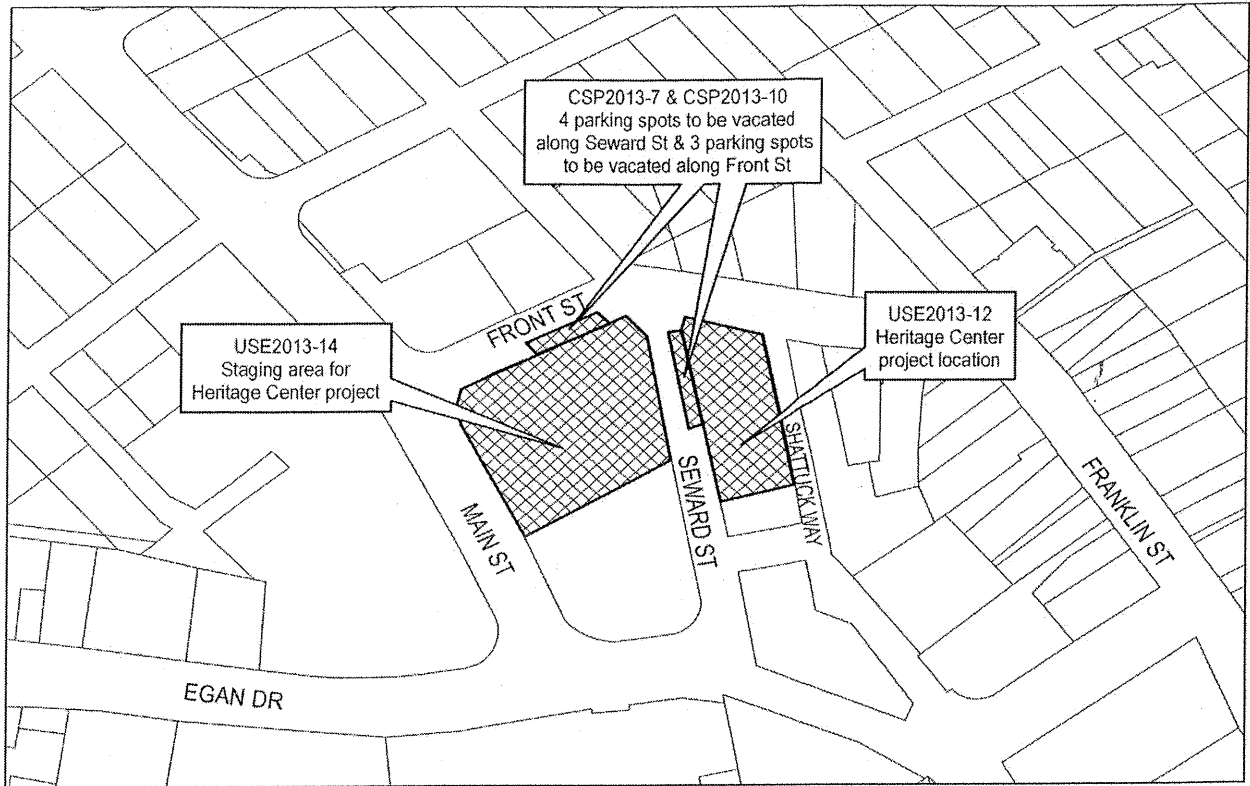
If you have questions, please contact Beth McKibben at beth_mckibben@ci.juneau.ak.us or at 586-0465.

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

Date notice was printed: May 21, 2013

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To:	Adjacent Property Owners	Property PCN:	1-C07-0-K78-001-1 & 1-C07-0-K77-001-0
Hearing Date:	May 28, 2013	Owner:	Sealaska Corporation
Hearing Time:	7:00 PM	Size:	55,203 square feet lots only
Place:	Assembly Chambers	Zoned:	Mixed Use
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Date notice was printed: May 21, 2013

Project Number: **USE13-14** CITY and BOROUGH of JUNEAU Date Received: **RECEIVED APR 25 2013 PERMIT CENTER/CDD**

Project Name
(City Staff to Assign Name)

Project Description
WALTER SOBOLEFF CENTER FOR SEALASKA HERITAGE INSTITUTE

PROPERTY LOCATION
 Street Address: **109 SOUTH SENARD STREET** City/Zip: **JUNEAU, AK 99801**
 Legal Description(s) of Parcel(s) (Subdivision, Survey, Block, Tract, Lot): **LOT 1-A, BLOCK 78, ALASKA TIDELANDS SURVEY 3 (BUDG); PORTIONS BLK 77 (PARKING)**
 Assessor's Parcel Number(s)

LANDOWNER/ LESSEE
 Property Owner's Name: **SEALASKA HERITAGE INSTITUTE** Contact Person: **LEE KADINGER** Work Phone: **586-9266**
 Mailing Address: **ONE SEALASKA PLAZA, STE 301 JUNEAU AK** Home Phone: **723-2879** Fax Number:
 E-mail Address: **Lee.Kadinger@sealaska.com** Other Contact Phone Number(s):

LANDOWNER/ LESSEE CONSENT ****Required for Planning Permits, not needed on Building/ Engineering Permits****
 I am (we are) the owner(s) or lessee(s) of the property subject to this application and I (we) consent as follows:
 A. This application for a land use or activity review for development on my (our) property is made with my complete understanding and permission.
 B. 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.
 X *Lee A. Kadinger* 3-12-13
 Landowner/Lessee Signature Date
 X _____
 Landowner/Lessee Signature Date

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.

APPLICANT If the same as OWNER, write "SAME" and sign and date at X below
 Applicant's Name: **MRV ARCHITECTS** Contact Person: **PAUL VOELCKERS** Work Phone: **586-1371**
 Mailing Address: **1420 GLACIER AVE** Home Phone: Fax Number: **463-5544**
 E-mail Address: **paul@mrvarchitects.com** Other Contact Phone Number(s): **SPENCER STEKOLL - 586-1371**
 X *Paul Voelckers* _____
 Applicant's Signature Date of Application

OFFICE USE ONLY BELOW THIS LINE

STAFF APPROVALS	✓	Permit Type	***SIGN	Date Received	Application Number(s)
	X	Building/Grading Permit			
	City/State Project Review and City Land Action				
	Inquiry Case (Fee In Lieu, Letter of ZC, Use Not Listed)				
	Mining Case (Small, Large, Rural, Extraction, Exploration)				
	Sign Approval (If more than one, fill in all applicable permit #'s)				
	Subdivision (Minor, Major, PUD, St. Vacation, St. Name Change)				
X	Use Approval (Allowable, Conditional, Cottage Housing, Mobile Home Parks, Accessory Apartment)			<u>4/26/13</u>	<u>use 13-014</u>
X	Variance Case (De Minimis and all other Variance case types)				
	Wetlands Permits				
	Zone Change Application				
	Other (Describe)				

Comments: *****Public Notice Sign Form filled out and in the file.**

Permit Intake Initials
Boone

ALLOWABLE/CONDITIONAL USE PERMIT APPLICATION

TO BE COMPLETED BY THE APPLICANT

Project Number	Project Name (15 characters)	Case Number <i>14213-014</i>	Date Received <i>4/26/13</i>																																			
TYPE OF ALLOWABLE OR CONDITIONAL USE PERMIT REQUESTED <input type="checkbox"/> Accessory Apartment*** (AAP) <input type="checkbox"/> Driveway in Right-of-Way (ADW) <input type="checkbox"/> Use Listed in §49.25.300 (USE) (Table of Permissible Uses) Please list the Table of Permissible Uses Category: <u>10.400</u>																																						
***An Accessory Apartment Application will also be required.																																						
DESCRIBE THE PROJECT FOR WHICH AN ALLOWABLE OR CONDITIONAL USE APPROVAL IS NEEDED. <u>USE OF EXISTING SEWASKA PARKING LOT FOR CONSTRUCTION STAGING AREA ASSOCIATED WITH THE SOBOLEFF CENTER BUILDING DIRECTLY ACROSS SEWARD STREET.</u>																																						
IS THIS A MODIFICATION OF AN EXISTING APPROVAL? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES - Case # _____																																						
CURRENT USE OF LAND OR BUILDING(S): <u>PARKING LOT</u>																																						
PROPOSED USE OF LAND OR BUILDING(S): <u>TEMPORARY CONSTRUCTION STAGING</u>																																						
UTILITIES PROPOSED: WATER: <input type="checkbox"/> Public <input type="checkbox"/> On Site SEWER: <input type="checkbox"/> Public <input type="checkbox"/> On Site																																						
SITE AND BUILDING SPECIFICS: Total Area of Lot <u>13,000</u> ^(TO BE UTILIZED) sq. ft. square feet Total Area of Existing Structure(s) <u>N.A.</u> square feet Total Area of Proposed Structure(s) <u>N.A.</u> square feet																																						
EXTERNAL LIGHTING: Existing to remain <input type="checkbox"/> No <input type="checkbox"/> Yes - Provide fixture information, cutoff sheets, and location of lighting fixtures Proposed <input type="checkbox"/> No <input type="checkbox"/> Yes - Provide fixture information, cutoff sheets, and location of lighting fixtures																																						
PROJECT NARRATIVE AND SUBMITTAL CHECKLIST: <input checked="" type="checkbox"/> Site Plan <input checked="" 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.	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">ALLOWABLE/CONDITIONAL USE FEES</th> <th style="text-align: center;">Fees</th> <th style="text-align: center;">Check No.</th> <th style="text-align: center;">Receipt</th> <th style="text-align: center;">Date</th> </tr> </thead> <tbody> <tr> <td>Application Fees</td> <td style="text-align: right;">\$ <u>750⁰⁰</u></td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Admin. of Guarantee</td> <td style="text-align: right;">\$ _____</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Adjustment</td> <td style="text-align: right;">\$ _____</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Pub. Not. Sign Fee</td> <td style="text-align: right;">\$ <u>50</u></td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Pub. Not. Sign Deposit</td> <td style="text-align: right;">\$ <u>100</u></td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Total Fee</td> <td style="text-align: right;">\$ <u>900⁰⁰</u></td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> </tbody> </table>			ALLOWABLE/CONDITIONAL USE FEES	Fees	Check No.	Receipt	Date	Application Fees	\$ <u>750⁰⁰</u>	_____	_____	_____	Admin. of Guarantee	\$ _____	_____	_____	_____	Adjustment	\$ _____	_____	_____	_____	Pub. Not. Sign Fee	\$ <u>50</u>	_____	_____	_____	Pub. Not. Sign Deposit	\$ <u>100</u>	_____	_____	_____	Total Fee	\$ <u>900⁰⁰</u>	_____	_____	_____
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NOTE: MUST BE ACCOMPANIED BY DEVELOPMENT PERMIT APPLICATION FORM

MRV ARCHITECTS

1420 GLACIER AVENUE, JUNEAU, AK 99801 (907) 586-1371

Project: **Walter Soboleff Center, Sealaska Heritage Institute**
Subject: Staging Area Conditional Use Application
To: Hal Hart, CCD Director; Beth McKibben, Senior Planner
Cc: Lee Kadinger, SHI
From: Paul Voelckers
Date: April 26, 2013

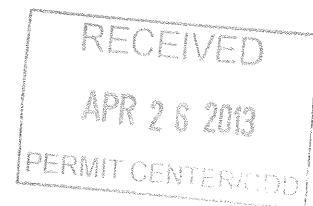
MRV 1022

The planned Walter Soboleff Center will utilize portions of existing parking at the Sealaska Plaza across Seward Street from the project location.

This use requires a separate Conditional Use application, and explanatory materials. Attached materials include a sketch site plan that differentiates the portions of the existing parking that would be used for staging. Note this is a subset portion of the larger controlled fenced construction zone, including CBJ ROW areas of Seward Street, which has been separately requested and described.

The staging area will be no larger than 13,000 sq.ft. of Sealaska land. This land is currently developed as parking, with some landscape border areas. For staging purposes, it is assumed that the contractor will install a field support office approximately 30' in length, and will have other varying materials and equipment on site during construction. A separate Port-a-Potty will be provided and maintained. Per separate correspondence, a secure construction fence will be installed around the staging perimeter. No additional site lighting is anticipated in this portion of the site or work area.

Per attached schedule, the staging activities are anticipated to extend for roughly 16 months.



(A)

POTENTIAL STREET CLOSURE. SEE MEMO.

FOUR STREET STALLS TO BE REMOVED

POTENTIAL STREET CLOSURE

MUNICIPAL WAY BUILDING



SOUTH SEWARD STREET

THREE STREET STALLS TO BE REMOVED

STAGING AREA OF SEWASKA PARKING (13,000 sq ft)

PROPOSED MAX STAGING AREA (18,000 sq ft)

23 SPOTS AVAILABLE

TWO-WAY TRAFFIC

SEALASKA CORPORATION BUILDING

FRONT STREET

MAIN STREET

RECEIVED APR 28 2013 PERMIT CENTER/CDD

MRV ARCHITECTS

1420 GLACIER AVENUE, JUNEAU, AK 99801 (907) 586-1371

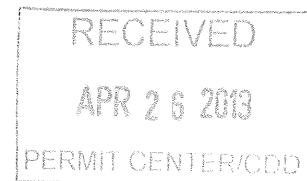
Project: **Walter Soboleff Center, Sealaska Heritage Institute**
Subject: Permitting and Construction Schedule
To: Rorie Watt, Engineering Director; Hal Hart, CCD Director
Cc: Lee Kadinger, SHI
From: Paul Voelckers
Date: April 3, 2013

MRV 1022

Bids for construction of the Walter Soboleff Center for the Sealaska Heritage Institute are anticipated to be let in May, 2013. The followed is offered as a timeline for construction activities. This timeline also informs timing of the CBJ approval and permitting process.

- | | | |
|----|--|-------------------------------------|
| 1. | Documents advertised for construction: | May 1, 2013 |
| 2. | Bid Opening, evaluation: | May 30, 2013 |
| 3. | Award of Contract: | June 15, 2013 |
| 4. | Groundbreaking: | July 1, 2013 |
| 5. | Seward Street Closure (see memo): | July 8, 2013 to
January 20, 2014 |
| 6. | Limited street closures, remaining construction: | January, 2014 to
August, 2014 |
| 7. | Opening of new facility | September 15, 2014 |

Given this schedule, it is hoped that the project Conditional Use application can be heard by the Planning Commission at their April 9 or April 23 scheduled meetings. Assembly approval of the requested parking stall vacations would be scheduled as soon as practical thereafter.



MRV ARCHITECTS

1420 GLACIER AVENUE, JUNEAU, AK 99801 (907) 586-1371

Project: Walter Soboleff Center, Sealaska Heritage Institute
Subject: Construction Impacts, and Hypothetical Construction Schedule
To: Beth McKibben, Planner; Hal Hart, CCD Director
Cc: Lee Kadinger, SHI; Rorie Watt, Engineering
From: Paul Voelckers
Date: May 21, 2013

MRV 1022

CBJ staff has asked for more detailed information on the anticipated construction impacts and schedule for the Soboleff Center. At this point, a two-step process for the selection of the Contractor for the Soboleff Center is underway, so we do not have the full details from the Contractor's point of view.

The following is offered as a revised over-view timeline for contractor selection and construction activities.

- | | | |
|----|--|--------------------------------|
| 1. | Selected Contractors asked to submit bids: | May 28, 2013 |
| 2. | Bid Opening, evaluation: | June 20, 2013 |
| 3. | Award of Contract: | July 9, 2013 |
| 4. | Commence On-site activities: | July 20, 2013 |
| 5. | Potential Selective Street Closures:
(see discussion) | December, 2013 to
May, 2014 |
| 6. | Opening of new facility | December 10, 2014 |

Discussion of Construction Impacts

Certain construction activities, especially initial construction steps such as the placement of piling, excavation, concrete forming, and steel erection, will be logistically complicated for the Contractor, and will have impacts on the CBJ street and sidewalk utilization.

Several of these activities are likely to require limited street and sidewalk closure, typical with large construction projects built on tight urban sites. Details of these activities and possible procedural steps to minimize their disruption are illustrated following.

Details and Recommendations

The primary public impact of construction will be experienced in August and September of 2013, with the need to accommodate both summer tourism, and fairly disruptive construction activities.

Activities continuing through the fall and winter of 2013 will have less impact on traffic and pedestrian demands downtown, but will still have issues of safety and potential commercial impact to balance. With a late July start of site construction, the timeline suggests that enclosure of the building will be complete by early May, 2014.

Perimeter fencing, building site: Construction fencing around the building site will be placed about 5' outside of the current sidewalks along Seward Street, Front Street, and Shattuck Way. This will eliminate 11 street parking spots during construction. (Four spots along Seward Street will be permanently removed per separate ROW changes requested to optimize the new Seward entrance). Sidewalk use along the building frontage on those three sides will be unavailable for the duration of primary construction activities. Sidewalk access could potentially be restored by August of 2014 when canopies and sidewalks have been completed.

Perimeter fencing, staging area, Sealaska parking lot: Construction fencing around the staging area is the subject of separate review, but is anticipated to be located on the interior of the sidewalk along Front Street, and interior of the sidewalk along Seward Street, except for identified street closure periods where that space is required for cranes and equipment, below.

Sheet piling for Excavation: Sacrificial sheet piling will be placed around three sides of the building to facilitate soil excavation for the building basement. This has been discussed preliminarily with CBJ Engineering since early in the design process. Approximate locations of sheet piling, and construction fencing are shown in attached site plans.

The placement of sheet pile in the ROW surrounding the building on three sides will be a high-impact activity, with piling placed about 3-4 feet outboard of the existing sidewalk curb. This will be coordinated by the Contractor as a sequential activity that will affect Shattuck Way, Front Street, and then Seward Street in succession, not simultaneously. Each frontage is anticipated to be disrupted for 4-5 days.

The details of this piling installation will be resolved by the Contractor, with different forms of piling or placement methods possible. The construction documents will require that the contractor coordinate the details of their proposed methods with CBJ Engineering and CCD to insure that impacts are mitigated, and that a safe method is employed.

It is not certain if placement of piling will require the street to be temporarily closed while this activity is occurring. This will be a joint decision involving Engineering, Administration, the design team, the Owner, and other directly affected parties. At a minimum, the contract documents will require that the Contractor make allowances for flagmen and safety personnel to be present in the street while activities are underway. Flagmen will stop traffic and pedestrians if

The process set out in the contract documents for Owner, Contractor, Design team, and CBJ shared involvement in details of schedules and procedures should insure that the construction process will unfold in a process that is efficient for the Contractor, while reasonably insuring the safety and welfare of downtown Juneau.

With selection of the Contractor in about four weeks, more resolution of schedule and details of the Contractor's means and methods will be a key item of business. Please contact me with any remaining questions.

Sincerely,

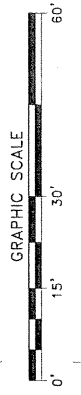
A handwritten signature in black ink, appearing to read "Paul Voelckers", with a long, sweeping horizontal line extending to the right.

Paul Voelckers
MRV Architects

B

FRONT STREET

MUNICIPAL WAY BUILDING



SOUTH SEWARD STREET

MODERATE STAGING AREA

(15,000 sq ft)

RETAINS EXIT.

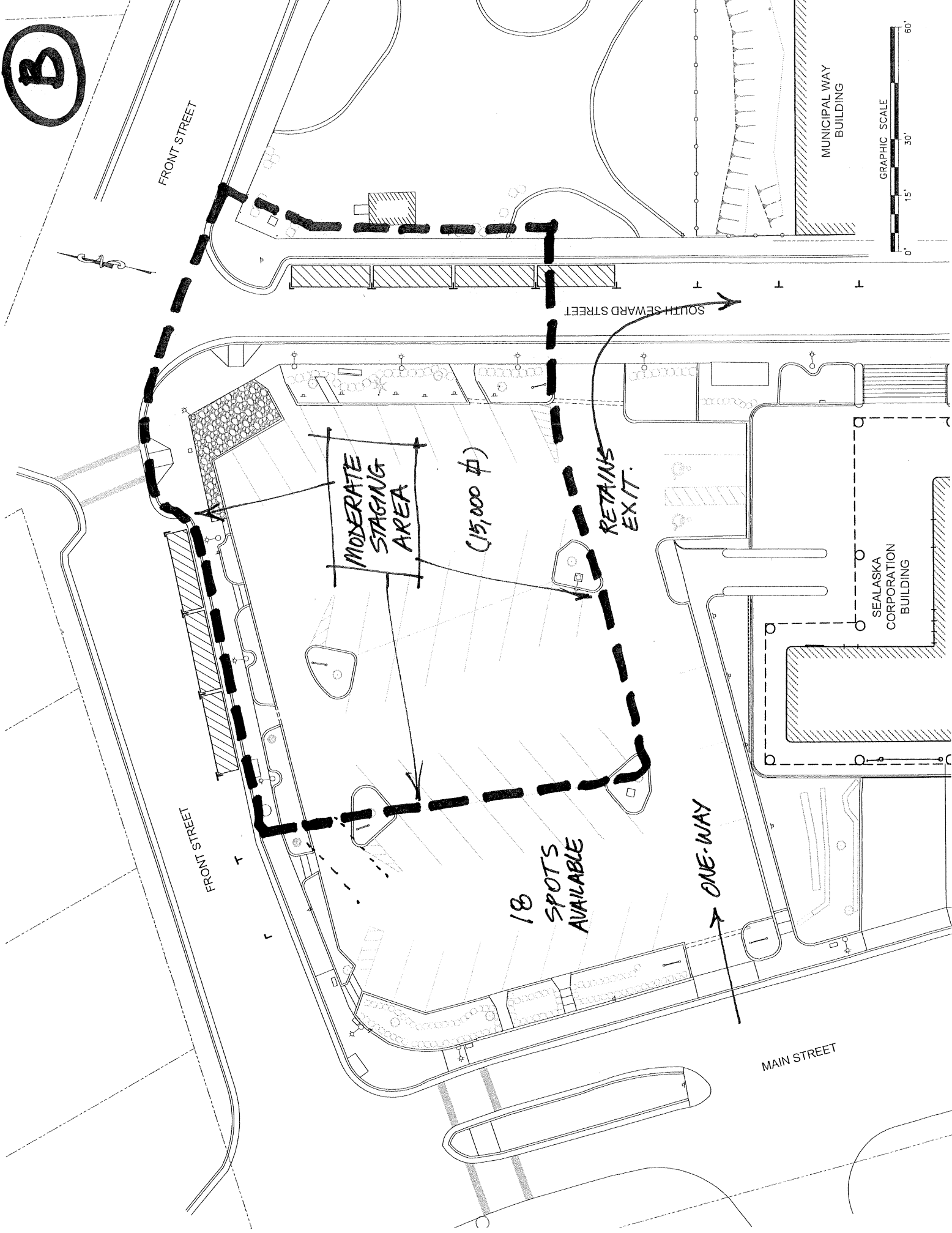
SEALASKA CORPORATION BUILDING

FRONT STREET

18 SPOTS AVAILABLE

ONE-WAY

MAIN STREET



Beth McKibben

From: Dan Jager
Sent: Thursday, May 16, 2013 1:14 PM
To: Beth McKibben; Ron King; Charlie Ford; Brent Fischer; Gary Gillette; Ed Foster; Kirk Duncan; Dave Crabtree; Tom Trego; 'Steve_Brockmann@fws.gov'; 'Timothy, Jackie L (DFG)'; 'Sally Wanstall, DEC'; 'eric.eriksen@aelp.com'; Cindee A. Brown-Mills; Greg Chaney; Heidemann, Marie E (DOT) (marie.heidemann@alaska.gov); Rorie Watt; Jay Srader; Darrell Wetherall (Darrell.Wetherall@aelp.com)
Cc: Quinn Tracy; Rich Etheridge; Sven Pearson
Subject: RE: Review Requested USE2013 0014, USE2013 0012, VAR20130014, CSP2013 0010 and CSP2013 0007 Sealaska Heritage Center, off site staging and changes to sidewalks on street parking

Beth, the only issue we have is the calling out for Seward Street to be closed from July 8, 2013 through January 20, 2014. We cannot allow that at all as Seward Street is an important road for us to use with our large aerial ladder trucks. Seward Street needs to be kept open because we cannot make a right turn near the old McDonalds to get back to the station. Also, with all of the road work occurring this summer on Main Street, that is not a viable option for our apparatus for responses/returns either. I believe Chief Etheridge already addressed this concern in a pre-application meeting, but I am not certain who was there. Thanks.

Dan

From: Beth McKibben
Sent: Monday, May 06, 2013 3:49 PM
To: Ron King; Charlie Ford; Brent Fischer; Gary Gillette; Ed Foster; Kirk Duncan; Dave Crabtree; Dan Jager; Tom Trego; 'Steve_Brockmann@fws.gov'; 'Timothy, Jackie L (DFG)'; 'Sally Wanstall, DEC'; 'eric.eriksen@aelp.com'; Cindee A. Brown-Mills; Greg Chaney; Heidemann, Marie E (DOT) (marie.heidemann@alaska.gov); Rorie Watt; Jay Srader; Darrell Wetherall (Darrell.Wetherall@aelp.com)
Cc: Quinn Tracy
Subject: Review Requested USE2013 0014, USE2013 0012, VAR20130014, CSP2013 0010 and CSP2013 0007 Sealaska Heritage Center, off site staging and changes to sidewalks on street parking

Hello All

Please find attached the above referenced permits for review.

The project is the proposed Sealaska Heritage Center. There is a conditional use permit for the center, a conditional use permit for off-site staging during construction, 2 city/state project reviews for proposed changes to the sidewalks and on street parking for Seward and Front streets. There is also a variance request for the canopy requirement on Shattuck Way. Note there is no attachment for CSP2013 0010 –the review materials are the same at CSP20130007.

Please send any comments/concerns you may have ASAP but no later than May 20th.

Quinn I will need public notice signs for both use cases no later than May 14th. I'm thinking we should do public notice signs for the CSP cases as well.....changes to public facilities.

Thank you all!

Beth McKibben, AICP
Senior Planner, CDD
City & Borough of Juneau
(907)586-0465 phone
(907)5863365 FAX



Please consider the environment before printing this email.

Attachment A

Beth McKibben

From: Skye Stekoll
Sent: Thursday, May 16, 2013 2:36 PM
To: Rorie Watt
Cc: Beth McKibben; Dan Jager; John Bohan
Subject: RE: Review Requested USE2013 0014, USE2013 0012, VAR20130014, CSP2013 0010 and CSP2013 0007 Sealaska Heritage Center, off site staging and changes to sidewalks on street parking

As far a vehicular traffic, here's my best attempt at a schedule.

Starting next week we will open one lane of traffic going downhill through the project. We have the connection for sewer at 3rd to deal with and hopefully we can take care of that on Saturday. If not then we may have a few hours of shut down next week. One lane of traffic going downhill will then be open for the remainder of the project with the exception of paving days.

The Capitol project will be shutting down the upper half of 4th street between Seward and Main St. We will route one way traffic west bound through that section allowing the Franklin to Main connection.

ATB will be down for June 15th, when Capital Transit comes back on the uphill route.

Completion Date is August 15th.

Skye Stekoll, ASLA
CBJ Engineering Department
155 S. Seward St.
Juneau, AK 99801
(907) 586-0887

From: Rorie Watt
Sent: Thursday, May 16, 2013 1:19 PM
To: Skye Stekoll
Cc: Beth McKibben; Dan Jager; John Bohan
Subject: RE: Review Requested USE2013 0014, USE2013 0012, VAR20130014, CSP2013 0010 and CSP2013 0007 Sealaska Heritage Center, off site staging and changes to sidewalks on street parking

Skye –

The SHI Walter Soboleff Building is going to the Planning Commission next week. I believe it would help if you could provide a Main Street construction schedule so that CDD and the PC could understand the street management issue as well as possible. Can you do this by Monday? Thanks.

From: Dan Jager
Sent: Thursday, May 16, 2013 1:14 PM
To: Beth McKibben; Ron King; Charlie Ford; Brent Fischer; Gary Gillette; Ed Foster; Kirk Duncan; Dave Crabtree; Tom Trego; 'Steve_Brockmann@fws.gov'; 'Timothy, Jackie L (DFG)'; 'Sally Wanstall, DEC'; 'eric.eriksen@aelp.com'; Cindee A. Brown-Mills; Greg Chaney; Heidemann, Marie E (DOT) (marie.heidemann@alaska.gov); Rorie Watt; Jay Srader; Darrell Wetherall (Darrell.Wetherall@aelp.com)
Cc: Quinn Tracy; Rich Etheridge; Sven Pearson
Subject: RE: Review Requested USE2013 0014, USE2013 0012, VAR20130014, CSP2013 0010 and CSP2013 0007 Sealaska Heritage Center, off site staging and changes to sidewalks on street parking

Beth, the only issue we have is the calling out for Seward Street to be closed from July 8, 2013 through January 20, 2014. We cannot allow that at all as Seward Street is an important road for us to use with our large aerial ladder trucks.

Attachment B

Beth McKibben

From: Ron King
Sent: Thursday, May 23, 2013 11:55 AM
To: Beth McKibben; Hal Hart
Cc: Ed Foster; Chad 'Kit' Watts; Dan Jager; Mark Millay; Autumn Lowrey
Subject: Sobeloff Use Permit

General Engineering objects to the closure of Seward Street. The blocking of Seward Street presents an issue of health and safety. Seward Street is critical to turning movements and fire department apparatus access. Also blocking the street eliminates the high use **LOADING ZONE** next to Copy Works as the access will be cut off. The sketch misrepresents the impact on parking.

Parking downtown is a premium and should not be removed. General Engineering objects to the removal of four parking stalls on Seward and the three stalls on Front St.

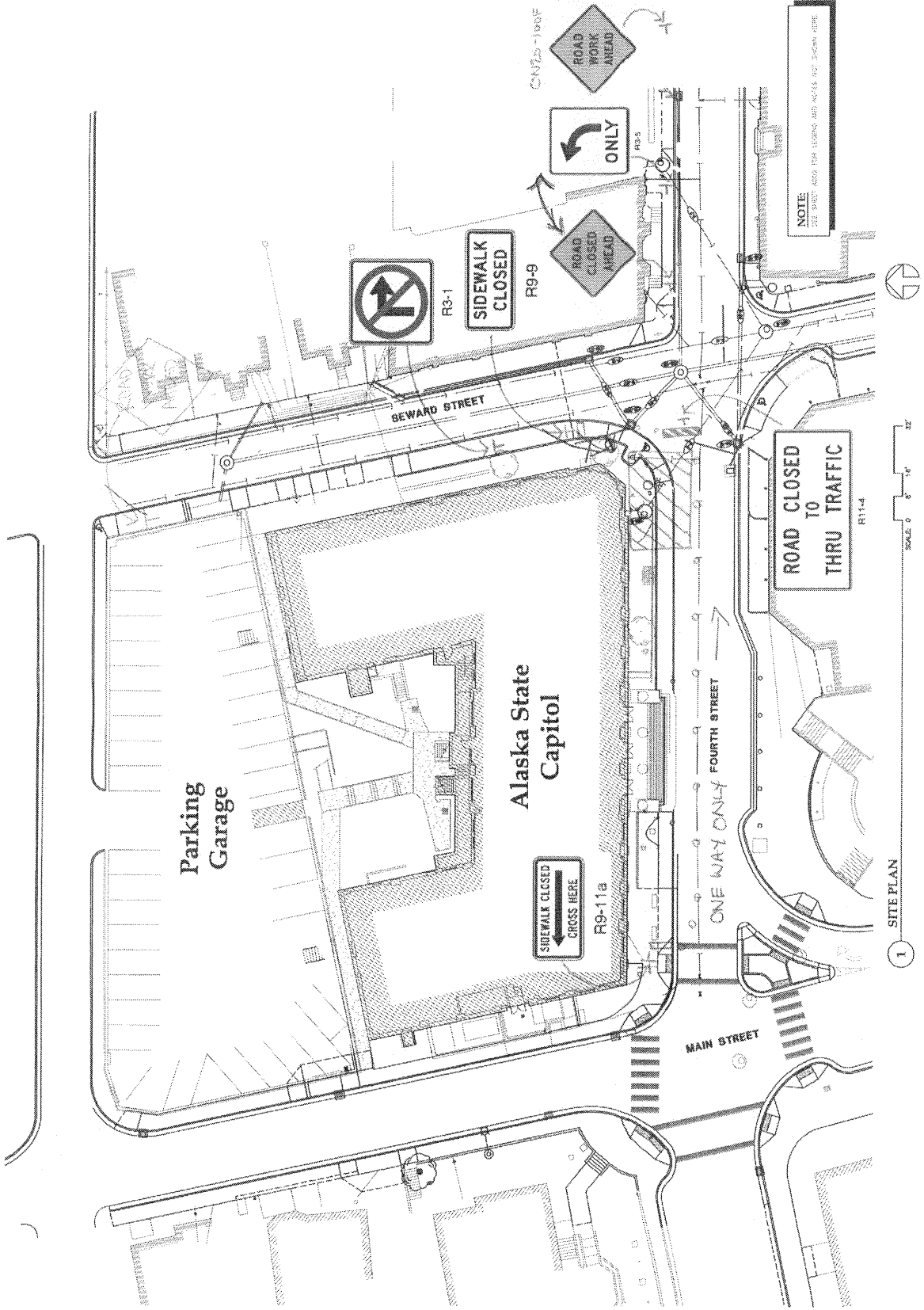
Another aspect of the site that is not mentioned in this proposal is the use of Shattuck Way and the possible vacation.

The project is area specific and does not harmonize with the needs of the general public that live in Juneau.

Beth McKibben

From: Ron King
Sent: Thursday, May 23, 2013 3:02 PM
To: Beth McKibben
Cc: Hal Hart
Subject: Seward Street request for closure
Attachments: 4th St Detour May 27 to October 1.pdf

Beth, another factor relating to the closure of Seward St ... Fourth Street will be one way in front of the Capital from May 27 to October 1. All vehicles have to turn down Seward St.



Beth McKibben

From: Rorie Watt
Sent: Thursday, May 23, 2013 10:35 AM
To: 'Paul Voelckers'; Beth McKibben
Cc: Hal Hart; 'Lee Kadinger'
Subject: RE: Soboleff Center, Construction Impacts and schedule

Thank you Paul, I think that your memo is very good and with regard to impacts to the roads and sidewalks it greatly helps explain the broad construction management issues that the project will. I believe that you have sufficient information contained for the Commission review.

Once a contractor is selected, there will be various permits that the contractor will have to get to do the work within the right-of-way, but these are administrative permits that the contractor will work out with our General Engineering staff. The GE staff will be the ones to coordinate with the Manager's office on how much closure will be tolerable. As we've discussed, closures will be granted with much more leniency outside of the cruise ship season. The administrative permits will include all of the normal ones that are issued with the building permit (water, sewer, drainage, grading) as well as right-of way permits.

After the Planning Commission and Assembly make all of their decisions, the contractor will be required to get right-of-way permits to execute the work. The right-of-way permits will cover sidewalk removal, placement of temporary fencing in the ROW, parking closure and the installation of sheet pile. When they get those permits, we'll work out the actual details of which days a particular section of sidewalk or parking will be closed, how the sheet pile will be driven around existing utilities, acceptable safety buffers, etc.

The contractor will just have to work closely with General Engineering to ensure a smooth project. Thanks for the clarifying information.

From: Paul Voelckers [<mailto:paul@mrvarchitects.com>]
Sent: Tuesday, May 21, 2013 2:15 PM
To: Beth McKibben; Hal Hart; Rorie Watt
Cc: Lee Kadinger; Mark Pusich; Braun, Forrest; Stekoll Spencer
Subject: Soboleff Center, Construction Impacts and schedule

Hello,

Final document attached. Other materials discussed will be sent separately, like clarification on drop-off zone, and waste handling.

Paul

Beth McKibben

From: Darrell Wetherall <Darrell.Wetherall@aelp.com>
Sent: Thursday, May 09, 2013 11:19 AM
To: Beth McKibben
Subject: FW: Review Requested USE2013 0014, USE2013 0012, VAR20130014, CSP2013 0010 and CSP2013 0007 Sealaska Heritage Center, off site staging and changes to sidewalks on street parking
Attachments: Staging Photo.jpg; front vacation.jpg; Application_USE13-14.pdf; Application_VAR13-14.pdf; Canopy Lids.jpg

Beth,

Staging: I don't see any issues with using the SeaAlaska parking lot for a staging area. However, the permit application referenced a separate ROW request (memo) for using the Seward ROW for staging (as does the sketch) and talked about a secured fence during construction. We have lines running up and down Seward in the ROW. A switch cabinet and man-hole lid/vault is within the fenced area (see photo and markup to PDF). Is the off chance we need to access this during construction slim? Probably. If something were to happen, would the fence be a problem? Probably. Can the fence be brought to the left of our equipment so as to keep it accessible from Seward? Keep this in mind for any permanent vehicular road closures as well, if this is to become a permanent pedestrian thoroughfare. Any bollards or blockades should be to the front street side of our switch cabinets.

Parking vacation: Your drawing does not show an AELP utility lid/vault near the 3 stalls on front street for vacation. As long as the new design does not impact this lid/vault, I do not see any problems with vacating any of the 7 parking stalls from a utility perspective.

Canopy: From a utility perspective, I'm not sure that it matters one way or the other. The canopy would not extend past the curb, so unless our taller/larger vehicles are curb hopping, I don't see a conflict.

Darrell Wetherall

Assistant Transmission & Distribution Engineer
Alaska Electric Light & Power
5601 Tonsgard Court
Juneau, AK 99801
(907) 463-6316 Office
(907) 723-2602 Cell
(907) 463-4833 Fax
Darrell.Wetherall@aelp.com

From: Beth McKibben [mailto:Beth_McKibben@ci.juneau.ak.us]
Sent: Monday, May 06, 2013 3:53 PM
To: Ron King; Charlie Ford; Brent Fischer; Gary Gillette; Ed Foster; Kirk Duncan; Dave Crabtree; Dan Jager; Tom Trego; 'Steve_Brockmann@fws.gov'; 'Timothy, Jackie L (DFG)'; 'Sally Wanstall, DEC'; Eric Eriksen; Cindee A. Brown-Mills; Greg Chaney; Heidemann, Marie E (DOT) (marie.heidemann@alaska.gov); Rorie Watt; Jay Srader; Darrell Wetherall
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Attachment E