


MEMORANDUM

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

DATE: May 15, 2014

TO: Planning Commission

FROM: Sarah Bronstein, Planner 
Community Development Department

FILE NO.: CSP2014 0007

PROPOSAL: Use permit for temporary construction staging area on 2,500 sq. ft. of CBJ land located on Amalga Harbor Road.

GENERAL INFORMATION

Applicant: City and Borough of Juneau

Property Owner: City and Borough of Juneau

Property Address: Amalga Harbor Road

Legal Description: USS 3662 Lot 3A

Parcel Code No.: 3-B41-0-100-002-1

Site Size: 2,500 square feet

Comprehensive Plan Future Land Use Designation: CBJ Natural Area Park

Zoning: Rural Reserve

Utilities: None

Access: Amalga Harbor Road

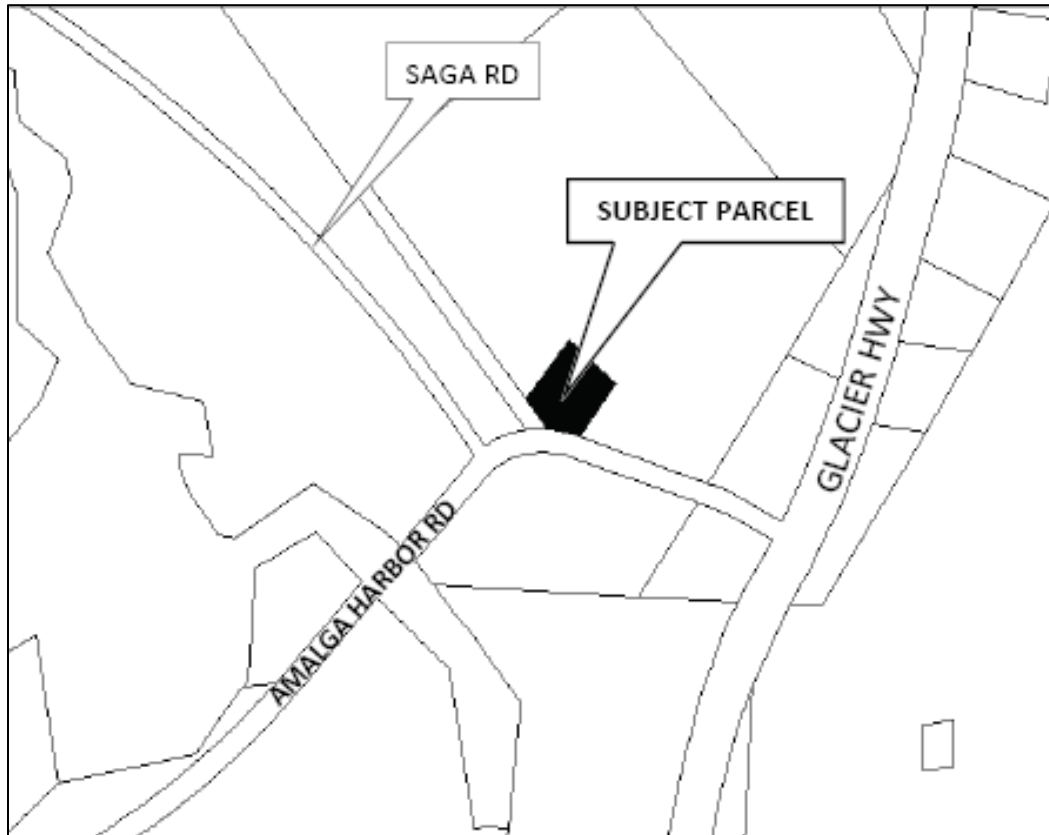
Existing Land Use: Vacant

Surrounding Land Use: North - Rural Reserve
South - Rural Reserve
East - Rural Reserve
West - Rural Reserve, Earnest Gruening State Park



CITY/BOROUGH OF JUNEAU
★ ALASKA'S CAPITAL CITY

VICINITY MAP



ATTACHMENTS

Attachment A: Development Permit Application
Attachment B: Abutters Notice

PROJECT DESCRIPTION

The City and Borough of Juneau has applied for the temporary use of a CBJ-owned parcel on Amalga Harbor Road as a staging area for construction materials during the resurfacing of Amalga Harbor Road and the replacement of bridges and guardrails along the road. The CBJ proposes to use about 2,500 square feet of a one acre parcel on the north side of Amalga Harbor Road for this purpose.

BACKGROUND

In 2013 the Department of Transportation and Public Facilities (DOT&PF) submitted a project proposal to conduct preventative road surface maintenance on Amalga Harbor Road, and concurrently replace guardrails, signage, two bridges over tributaries of Peterson Creek, and the Peterson Creek Bridge. This project was listed as Need ID# 26889 in the 2013 – 2015 State Transportation Improvement Program (STIP), with budgeted design and construction in 2013. The Commission approved this project for consistency review on August 13th, 2013, with two advisory conditions:

1. Advisory Condition: CBJ 42.20.095(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 a permit shall first 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.
2. Advisory Condition: At least three business days prior to any traffic revision or road closure of any public street or portion thereof, the contractor shall provide written notification of the traffic revision plan to the CBJ Fire Marshall and Chief of Police. Failure to provide such notice may result in suspension of any CBJ-issued permits for such work, and is punishable by fine as an unlawful street closure under CBJ 72.17.010.

The contractor for the project, Trucano Construction, has applied for a Lands Use Permit to utilize approximately 2,500 square feet of CBJ owned land for eight months as a temporary staging area during the Amalga Harbor Road and bridges reconstruction project.

The temporary use of CBJ property for construction staging requires consistency review under CBJ 49.10.170(c).

CBJ 49.10.170(c) *City and borough land acquisitions, disposals and projects.* The commission shall review and make recommendations to the assembly on land acquisitions and disposals as prescribed by Title 53, or capital improvement project by any City and Borough agency. The report and recommendation of the commission shall be based upon the provisions of this title, the comprehensive plan, and the capital improvements program.

ANALYSIS

The property in question is zoned as Rural Reserve. The use in the Table of Permissible Uses which most closely relates to the proposal is 22.100: *Temporary structures used in connection with construction*. This use is allowed with department approval in any zone.

The land to be used is currently vacant, and designated by the City as a lease site for the Herbert River Volunteer Fire Department. However, the fire department has indicated that they have no immediate plans for the site, and had no concerns with the land being temporarily utilized for construction staging.

The contractor intends to use an existing gravel pad on the site to place two Conex containers. In preparation for the site's use, alder trees and brush will be cleared from the pad. The contractor has indicated that they will return the site to its original condition at the end of the project.

In past reviews for the Amalga Harbor Road and bridges replacement project, Parks and Recreation Department Landscape Superintendent George Schaff had expressed concern that no invasive species be introduced to Amalga Harbor Meadows during fill and reseeding along the edges of the roadway. While the roadway construction project will likely involve the use of fill materials and reseeding, they will not be applied to the city-owned parcel in question.

CONFORMITY WITH ADOPTED PLANS

Comprehensive Plan

POLICY 9.3. TO PRESERVE AS PUBLIC NATURAL AREAS THOSE PUBLICLY-OWNED LANDS AND SHORELINE AREAS THAT POSSESS IMPORTANT RECREATIONAL, SCENIC, FISH AND WILDLIFE, AND OTHER ENVIRONMENTAL QUALITIES OR ARE SUBJECT TO NATURAL HAZARDS.

9.3 - SOP2 Acquire land or regulate its use as necessary to protect the public from natural hazards and to preserve sensitive natural resources.

Although Amalga Harbor Road provides access to several important recreational areas, including Earnest Gruening State Historical Park and Amalga Harbor, and is crossed by two anadromous fish bearing streams, these resources would not be disturbed by the proposed use of the parcel in question.

The project area is within the area identified in the CBJ Comprehensive Plan Guidelines and Considerations for Subarea 2:

*5. The Parks and Recreation Comprehensive Plan, Chapter 8, recommends a number of parks, trail, community garden and stream corridor improvements for this subarea. Those recommendations... include: ...
(d) implement the Master Plan for Amalga Meadows area;*

Currently, there is no adopted master plan in place for the Amalga Harbor Meadows area.

HABITAT

Staff foresees no habitat issues related to the proposed project. The area intended for construction staging is an existing graded pad, and staff determined that no wetlands would be impacted by this project. There are no documented eagle nests within 330 feet of the proposed staging area, and no anadromous fish bearing streams within 50 feet of the lot.

FINDINGS

Staff finds this project consistent with Title 49 and plans adopted therein, with no conditions.

RECOMMENDATION

Staff recommends that the proposed project, to utilize CBJ owned parcel USS 3662 Lot 3A for temporary staging of construction equipment, be found consistent with Title 49 and the plans adopted therein, and that the Planning Commission recommend that the Assembly **approve** the proposed project.

CITY/STATE PROJECT AND LAND ACTION REVIEW APPLICATION

Project Number	Project Name (15 characters)	Case Number CSP 20140007	Date Received 3/13/14
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TYPE OF PROJECT REVIEW:

☒

City Project Review

☐

City Land Acquisition /Disposal

☐

State Project Review

DESCRIPTION OF PROJECT

Trucano Construction has asked for a Lands Use Permit to use approximately 2,500 square feet of City property for 8 months for staging of the ADOT Amalga Harbor Road and Bridge project.

Please attach a cover letter to fully explain the project if there is not adequate space on this form.

CURRENT USE OF LAND OR BUILDING(S):

Currently the land is vacant. The Assessor's database legal description of the property states that it is for the Herbert River Fire Station.

PROPOSED USE OF LAND OR BUILDING(S):

Temporary use for staging. Some small trees and brush would be removed to help gain access to the lot, site would be returned to its original condition.

PROJECT NUMBERS ASSOCIATED WITH PROPOSAL:

Is this project associated with any other Land Use Permits? ☒ No ☐ Yes Case No.: _____

Capital Improvement Program # (CIP) _____

Local Improvement District # (LID) _____


State Project # 69684

ESTIMATED PROJECT COST: \$ 1,500.00

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.

CITY/STATE PROJECT FEES

	Fees	Check No.	Receipt	Date
Application Fees	\$ 	_____	_____	_____
Total Fee	\$ _____	_____	_____	_____

NOTE: MUST BE ACCOMPANIED BY DEVELOPMENT PERMIT APPLICATION FORM

&

EVEN IF THE PROPOSED PROJECT IS ASSOCIATE WITH OTHER LAND USE PERMITS, THIS APPLICATION MUST BE FILLED OUT

CITY/STATE PROJECT REVIEW REQUIREMENTS

Each application for a City/State Project is reviewed by the Planning Commission at a public hearing. The permit procedure is intended to provide the Commission the flexibility necessary to make recommendations tailored to individual applications.

Application: An application for a City/State Project Review will not be accepted by the Community Development Department until it is determined to be complete. The items needed for a complete application are:

Forms: A completed City/State Project Review Application form and Development Permit Application form. The "land owner or lessee consent" signature is mandatory for all landowners on the Development Permit Application form.

Fees: No fee required for projects that cost less than \$2.5 million. For projects costing more than this amount, the fee is \$1,600.00. All fees are subject to change.

Project Description: A detailed letter or narrative describing the project.

Plans: All plans are to be drawn to scale and clearly show the items listed below:

- A. Plat, site plan, floor plan and elevation views of existing and proposed structures and land;
- B. Existing and proposed parking areas, including dimensions of the spaces, aisle width and driveway entrances;
- C. Proposed traffic circulation within the site including access/egress points and traffic control devices;
- D. Existing and proposed lighting (including cut sheets for each type of lighting);
- E. Existing and proposed vegetation with location, area, height and type of plantings; and,
- F. Existing physical features of the site (i.e. drainage, eagle trees, hazard areas, salmon streams, wetlands, etc.)

Document Format: All information that is submitted as part of an application shall be submitted in either of the following formats:

- A. Electronic copies may be submitted by CD, DVD or E-mail in the following formats: .doc, .txt, .xls, .bmp, .pdf, .jpg, .gif, .xlm, .rtf or other formats pre-approved by the Community Development Department.
- B. Paper copies may not be larger than 11" X 17" (Unless a larger paper size is preapproved by the Community Development Department).

Application Review & Hearing Procedure: Once the application is determined to be complete, the Community Development Department will initiate the review and scheduling of the application. This process includes:

Review: As part of the review process the Community Development Department will evaluate the application for consistency with all applicable City & Borough of Juneau codes and adopted plans. Depending on unique characteristics of the permit request the application may be required to be reviewed by other municipal boards and committees. Review comments may require the applicant to provide additional information, clarification, or submit modifications/alterations for the proposed project.

Hearing: All City/State Project Review Permit Applications must be reviewed by the Planning Commission. Once an application has been deemed complete and has been reviewed by all applicable parties the Community Development Department will schedule the requested permit for the next appropriate meeting. The Planning Commission will make a recommendation based on staff's analysis and forward it to the Assembly for final approval/denial.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

DEVELOPMENT PERMIT APPLICATION

Project Number	CSP20140007	CITY and BOROUGH of JUNEAU	Date Received:	3/13/14
Project Name (City Staff to Assign Name)				

Project Description Trucano Construction has asked for a Lands Use Permit to use approximately 2,500 square feet of City property for 8 months for staging of the ADOT Amalga Harbor Road and Bridge project.		
PROPERTY LOCATION		
Street Address 0 Amalga Harbor Rd	City/Zip Juneau/ 99801	
Legal Description(s) of Parcel(s) (Subdivision, Survey, Block, Tract, Lot) HERBERT RIVER FIRE STATION		
Assessor's Parcel Number(s) 3B4101000021		
LANDOWNER/ LESSEE		
Property Owner's Name CBJ	Contact Person: Dan Bleidorn	Work Phone: 586-0224
Mailing Address 155 South Seward St	Home Phone:	Fax Number:
E-mail Address dan_bleidorn@ci.juneau.ak.us	Other Contact Phone Number(s): 586-5252	
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	<u>Daniel Bleidorn CBJ Lands</u> Landowner/Lessee Signature	<u>3/13/2014</u> 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 SAME	Contact Person:	Work Phone:
Mailing Address	Home Phone:	Fax Number:
E-mail Address	Other Contact Phone Number(s):	
X	<u>Daniel Bleidorn CBJ Lands</u> Applicant's Signature	<u>3/13/2014</u> Date of Application

OFFICE USE ONLY BELOW THIS LINE				
STAFF APPROVALS	Permit Type	***SIGN	Date Received	Application Number(s)
	Building/Grading Permit			
	City/State Project Review and City Land Action		3/13/14	CSP20140007
	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)			
	Use Approval (Allowable, Conditional, Cottage Housing, Mobile Home Parks, Accessory Apartment)			
	Variance Case (De Minimis and all other Variance case types)			
	Wetlands Permits			
Zone Change Application				
Other (Describe)				
***Public Notice Sign Form filled out and in the file.				
Comments:				Permit Intake Initials
				JL

NOTE: DEVELOPMENT PERMIT APPLICATION FORMS MUST ACCOMPANY ALL OTHER COMMUNITY DEVELOPMENT DEPARTMENT APPLICATIONS

ATTACHMENT A

Send to Dan @ CBS

APPLICATION TO USE LANDS OWNED BY THE CITY AND BOROUGH OF JUNEAU

Application No. CSP20140007
Assessor's No. 3B4101000021
Type of Use: _____
(Lease, Easement, Use Permit, Purchase)

Legal name of applicant (s) Trucano Construction Co.
Mailing address: 3560 N Douglas Hwy, Juneau AK 99801

1. Legal description of property (attach map):
Herbert River Fire station, Parcel 3B4101000021
O Amalga Harbor Road
2. Existing parcel size:
Square feet: 43560 sf Acres: _____
3. Existing utilities:
Water: On site _____ Public _____
Sewer: On site _____ Public _____
4. Access: Amalga Harbor Rd.
5. Proposed term of usage: march, 2014 - November, 2014
6. Development plan (attach background materials):
 - A. Purpose: Job site trailer - space needed is 50' x 50'
approximately 2500 sf.
 - B. Use, value, and nature of proposed improvements to the land: CLEAR ALDER
TREES AND BRUSH TO USE EXISTING PAD.
\$1,500.00
 - C. The proposed type of construction: CLEAR AND GRUB
 - D. Date construction would begin: APRIL 1ST 2014
 - E. Date construction would be completed: APRIL 5TH 2014
7. Comprehensive plan designation for property: _____
8. Zoning designation: Rural Reserve

I HEREBY CERTIFY THAT all of the statements made in this application and its incorporated attachments are true and correct.

Douglas Trucano President
Name and Title (Please Print)

Douglas Trucano
Signature

RECEIPT of the above application and attachments together with filing fee (non-refundable) in the amount of _____ is hereby acknowledged.

For the City Clerk: Date: _____ By: _____

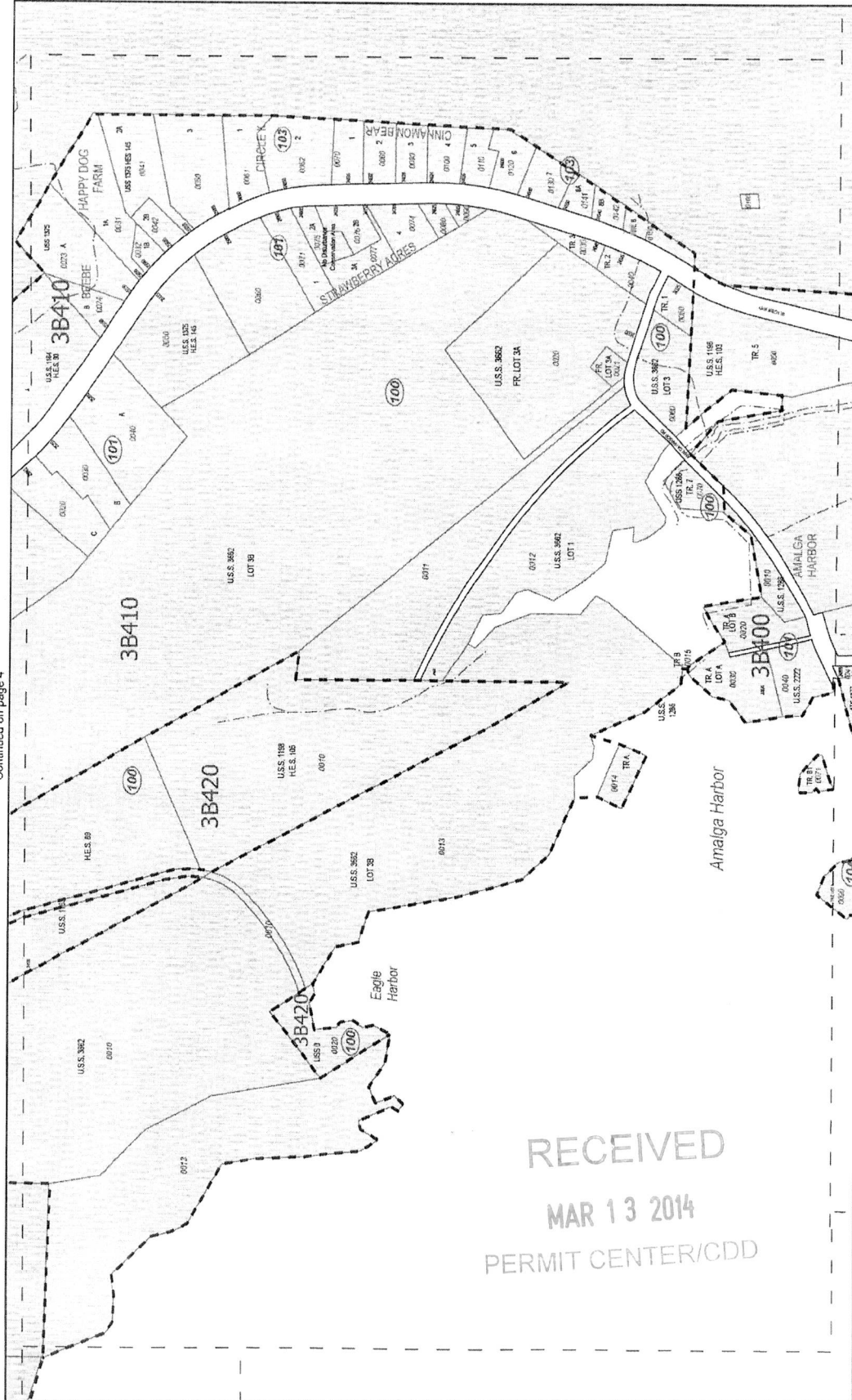
RECEIVED

MAR 13 2014

PERMIT CENTER

ATTACHMENT A

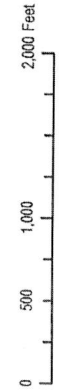
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Continued on page 6

Assessor Tax Code	
6D090	102
Parcel Code Prefix	Block Number
0030	0030
Lot	Number

Property Information	
155	7
Address Number	Lot
EAST VALLEY	
Block	Subdivision




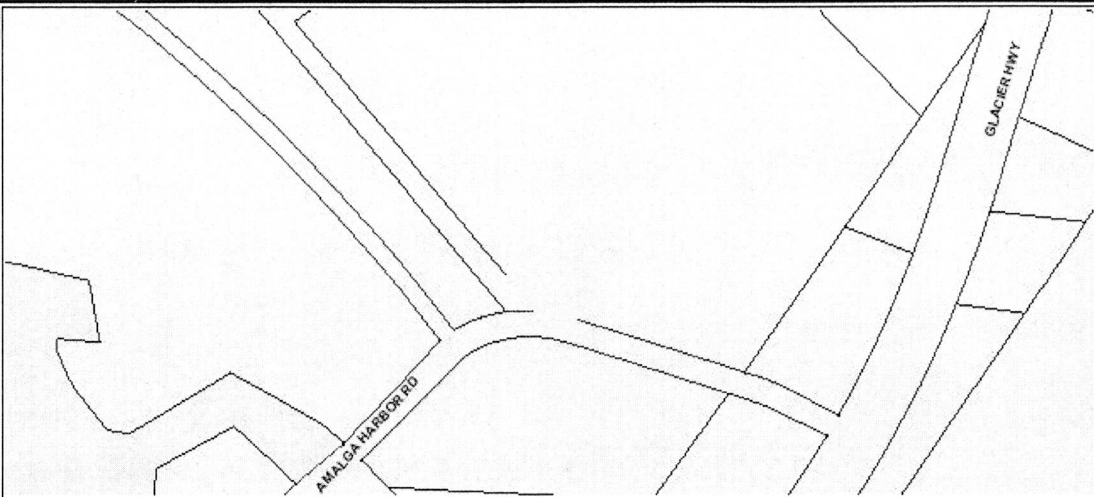
Parcel #	Street Address	Legal Description 1	
3B4101000021	AMALGA HARBOR RD 0	HERBERT RIVER FIRE STATION	
Owner's Name and Address		Legal Description 2	
CBJ 155 S SEWARD ST JUNEAU AK 99801			
Previous Owner	Site Value	Building PV	Total PV
	N/A	N/A	N/A
Use Code	Exempt	Zoning	Tax Year
Miscellaneous	BORO	Rural Reserve	2013
Number of Units	Year Built	Effective Age	Style
N/A	N/A	N/A	No Data
Total Rooms	Bedrooms	Baths	Total FIN Sq. Ft.
N/A	N/A	N/A	N/A
Total Basement	Attic	Attic Area	Garage Type
N/A	N/A	N/A	N/A
Garage Description	Garage Area	Lot Size	Last Trans
N/A	N/A	43560 sq. ft.	8110
City Water Available	City Sewer Available	Water System	Sewer System
No	No	N/A	N/A
Exempt Land	Exempt Building	Exempt Total	Road/No Road
N/A	N/A	N/A	No Data

[Back](#)

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MAR 13 2014

PERMIT CENTER/CDD

CBJ Assessor's Office General Property Report for Parcel 3B4101000021	
 <p>Assessor's Office 155 S. Seward St. Juneau, AK 99801 Phone (907) 586-5220 Fax (907) 586-5367</p>	

Property Information

Current Owner:	CBJ	Building Value:	\$0.00
Previous Owner:		Land Value:	\$0.00
Mailing Address:	155 S SEWARD ST	Total Value:	\$0.00
Parcel Address:	0 AMALGA HARBOR RD	Last Transfer:	8/1/10

Site Information

Legal Description:	HERBERT RIVER FIRE STATION	Water Availability:	No
Property Description:	Miscellaneous	Water System Description:	No Data
Zoning Description:	Rural Reserve District	Sewer Availability:	No
Lot Size:	43560 Square Feet	Sewer System Description:	No Data
Roaded Description:			

Building Information

Year Built:	0	Attic Description:	No Data
Number of Units:	0	Attic Square Feet:	0
Style Description:	No Data	Garage Description:	No Data
Number of Bedrooms:	0	Garage Square Feet:	0
Number of Bathrooms:	0	Exempt Buildings:	\$0.00
Total Number of Rooms:	0	Exempt Land:	\$0.00
Total Square Feet:	0	Exemption Totals:	\$0.00
Basement Square Feet:	0		

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MAR 13 2014

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ATTACHMENT A

Edward Quinto

From: Rich Etheridge
Sent: Thursday, February 20, 2014 1:59 PM
To: Dan Bleidorn
Cc: Greg Chaney
Subject: RE: Amalga Harbor Rd. DOT Project - CBJ Herbert

I recall the previous fire chief rented the parking lot at the Lynn Canal Station to contractors when they were doing tower work in the area. I don't know if the CBJ has interest in renting this space to the to generate income or if it is in the CBJ's interest in just let them use the site.

I have no objections to the use of the site. It is unused and there are no plans for use of the property in the near future.

Rich Etheridge
Fire Chief

From: Dan Bleidorn
Sent: Thursday, February 20, 2014 1:39 PM
To: Rich Etheridge
Cc: Greg Chaney
Subject: FW: Amalga Harbor Rd. DOT Project - CBJ Herbert

Good afternoon,
The Lands Office has received a request from Trucano Construction to use CBJ property on Amalga Harbor Road for staging of the DOT bridge repair project that will be taking place this summer. This property file states that there is a "Amalga harbor volunteer fire department lease site"

Does the Fire Department have any objections to the Lands Office allowing Trucano to use this property for 8 months starting March 1?

See the email chain below for more information, and please let me know if you have questions.

Thanks for your help!
Dan Bleidorn
Deputy Lands Manager
586-0224

From: Greg Chaney
Sent: Thursday, February 20, 2014 12:02 PM
To: Dan Bleidorn
Subject: RE: Amalga Harbor Rd. DOT Project - CBJ Herbert

Dan – Good morning. Jeff wanted me to send a little information on the property we wanted to use for job staging on Amalga Harbor Rd.

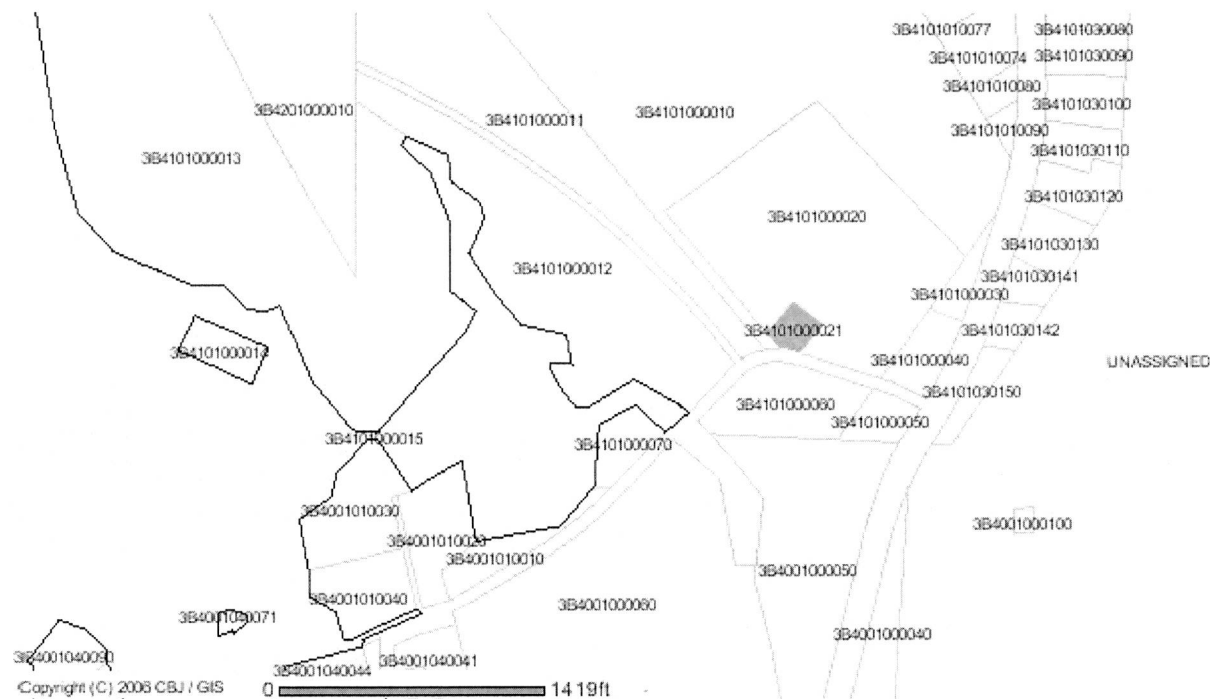
We would need the property for approximately 8 months from March 1 to Oct 1.
The amount of land we would need is 50' x 50' so approximately 2500 s.f.
Jeffs cell number is 321-3988.

ATTACHMENT A

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It will be a couple of weeks for the turn around on the SWPPP but as soon as its approved, I will send you a copy of that.
Thanks Dan
Jodi

Trucano Construction
3560 N. Douglas Hwy.
Juneau, AK 99801
Tel: 907-586-2444
Fax: 907-463-3810



From: Dan Bleidorn
Sent: Thursday, February 20, 2014 10:34 AM
To: Greg Chaney
Subject: FW: Amalga Harbor Rd. DOT Project - CBJ Herbert

From: Trucano Construction [<mailto:trucano@alaska.com>]
Sent: Tuesday, January 21, 2014 11:43 AM
To: Dan Bleidorn
Subject: Amalga Harbor Rd. DOT Project - CBJ Herbert

Dan- Attached is the Assessors print out for Herbert River Land. When Jeff gets back we will get you a site plan and more particulars. He should be back next week if all goes well in Gustavus.

Thank you for your help.

Jodi Plante

ATTACHMENT A

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Trucano Construction
3560 N. Douglas Hwy.
Juneau, AK 99801
Tel: 907-586-2444
Fax: 907-463-3810

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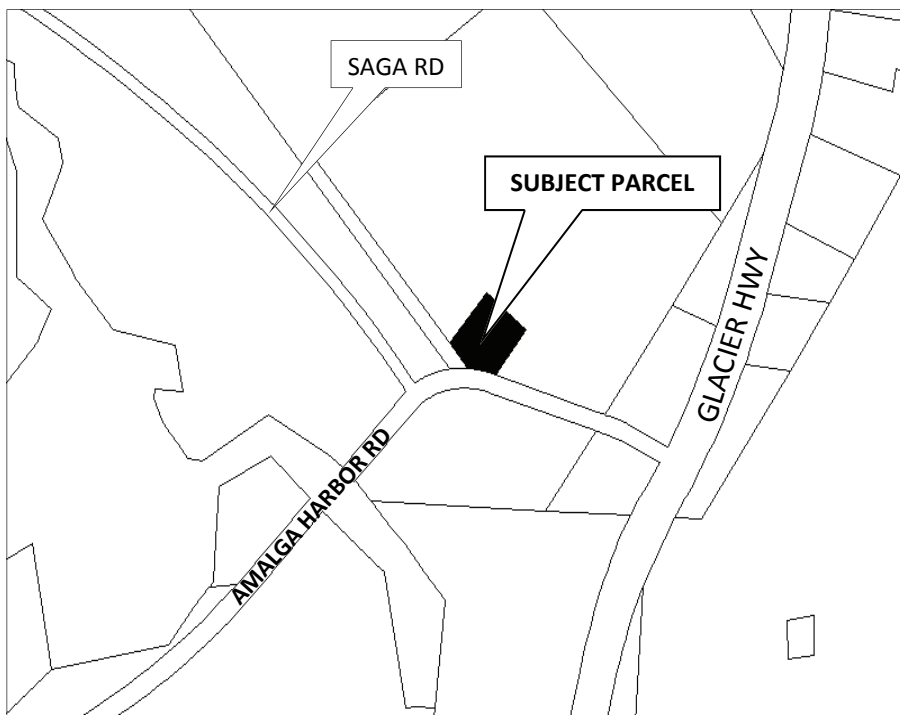
MAR 13 2014

PERMIT CENTER/CDD

ATTACHMENT A



NOTICE OF PUBLIC HEARING



City & Borough of Juneau
Community Development Department
155 S Seward Street • Juneau, Alaska 99801

SHIP TO:



PROPOSAL: Use permit for temporary construction staging area on ~2,500 sq. ft. of CBJ land located on Amalga Harbor Road.

File No:	CSP2014 0007	Applicant:	City and Borough of Juneau
To:	Adjacent Property Owners	Property PCN:	3-B41-0-100-002-1
Hearing Date:	May 27, 2014	Owner:	City and Borough of Juneau
Hearing Time:	7:00 PM	Size:	~2,500 sq. ft.
Place:	Assembly Chambers Municipal Building 155 South Seward Street Juneau, Alaska 99801	Zoned:	Rural Reserve
		Site Address:	Amalga Harbor Road
		Accessed Via:	Amalga Harbor Road

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 14 days prior to 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 Sarah Bronstein at sarah_bronstein@ci.juneau.ak.us or at 586-0466.



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

ATTACHMENT B

Date notice was printed: April 24, 2014