

MEMORANDUM

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

DATE: October 14, 2014

TO: Planning Commission

FROM: Chrissy McNally, Planner *Chrissy McNally*
Community Development Department

FILE NO.: CSP2014 0019

PROPOSAL: City Project Review for relocating the Capital Transit's Valley transfer station from Nugget Mall on Mallard Street to Pipeline Skate Park located at 2400 Mendenhall Loop Road.

GENERAL INFORMATION

Applicant: CBJ Engineering

Property Owner: CBJ Lands and Resources

Property Address: 2400 Mendenhall Loop Road

Legal Description: USS 381 FR

Parcel Code No.: 5-B16-0-102-022-0

Site Size: 4.56 acres

Comprehensive Plan Future Land Use Designation: Recreational Service Park (RS)

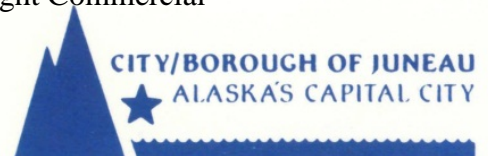
Zoning: D-5

Utilities: City water and sewer

Access: Mendenhall Loop Road

Existing Land Use: Pipeline Skate Park

Surrounding Land Use: North - D-5 Single Family/Duplex Residential
South - Light Commercial/Motels
East - D-5 Single Family/Duplex Residential
West - Mendenhall Loop Road/ Light Commercial





VICINITY MAP - CSP20140019



ATTACHMENTS

Attachment A: Development Permit Application
Attachment B: Public notice

BACKGROUND

In April the Assembly passed Resolution 2685, which adopted the *2014 Transit Development Plan*. Significant service changes include adding service to Riverside Drive and providing earlier service start and later service stop times. A major goal of the plan was eliminating or reducing the number of missed timed transfers at the Mendenhall Valley transfer station. The Plan was guided by the following goals:

1. **Ensure that routes have adequate time to operate on schedule.**
2. Provide service to new residential and employment areas including Riverside Drive, the Lemon Creek industrial/employment area, Juneau International Airport and the AMHS Ferry Terminal.
3. **Maintain timed - transfers to the greatest extent possible, and provide convenient and comfortable transfer locations.**
4. Operate all downtown service to, from, or via the Downtown Transit Center.
5. Match service levels with ridership demand to ensure resources are being used as efficiently as possible.
6. Ensure that service design, marketing information, buses, and other elements of the service are as legible and easy – to - understand as possible.

The service scenario recommended by the *Transit Development Plan* required a \$200,000 budget increase for Capital Transit. However, the FY15 budget reductions instead necessitated modifications to the *Plan*. During the development of the bus schedules, Capital Transit realized that the route segment times used for the development of the original plan were inaccurate, and that the timed transfers at Mallard Street behind the Nugget Mall were not feasible. A transfer station further north was needed, and the Pipeline Skate Park was identified as the only feasible possibility to implement the modified plan in the near-term.

The proposed site is approximately 4.5 acres. The skate park was developed in 1998 and encumbers approximately 1.2 acres of the site. The remainder of the site is undeveloped and tree covered. The lot is located in the D-5 zoning district and is surrounded by Light Commercial zoning to the south and west and D-5 to the east. The lot is owned by CBJ Lands and Resources and managed by CBJ Parks and Recreation.

ANALYSIS

The relocation of the Mendenhall Valley Capital Transit transfer station to the Pipeline Skate Park was initiated by Capital Transit in order to implement the recommended service changes as identified in the *2014 Transit Development Plan*. A site visit by representatives from CBJ Public Works, Parks and Recreation, Engineering and Community Development confirmed this site as a potential transfer station.

Two outbound and two inbound busses can stage onsite at the same time (see Figure 1). The entrances to the site necessitate the inbound and outbound buses take left hand turns into and out of the site.

For riders entering or exiting the bus at this site, there are sidewalks on both sides of Mendenhall Loop Road. However, the nearest crossings are 620 feet to the north and 780 feet to the south (see Figure 2).



Figure 1: Proposed bus staging at Pipeline Skate Park



Figure 2: Aerial of site

Some infrastructure improvements must be considered to create a safe and accessible site. CBJ Public Works will install necessary lighting along the staging area. This will be an improvement from the Nugget Mall transfer station, which currently has no lighting along the staging area.

Consideration must be given to the current maintenance of the on-site facilities at the skate park. Parks and Recreation reduces the maintenance schedule of the public restrooms in the winter and does not have a snow removal schedule that is consistent with the bus schedule. Once the transition is made to the new transfer station, CBJ Streets would assume snow removal responsibility for the site. However, transit riders will likely begin using the public restrooms. The current restroom service schedule must be increased during the winter months to maintain a safe and clean facility.

While the *Transit Development Plan* called for improved facilities at the Nugget Mall transfer site, basic shelters currently are provided. No such amenities exist on the proposed site. There is the potential for riders to begin using the skate park building as a shelter during inclement weather. Consideration should be given to shelter improvements at this site in the short term. While there were no comments at this time, CBJ Lands and Resources asked to be kept apprised of any plans to build additional infrastructure on the site.

CBJ 49.40.210(a) *Table of minimum parking standards* does not specifically identify skate parks. The Conditional Use Permit for the skate park calculated the parking requirement based on the most similar use. Staff determined a pool to be the most similar use which requires 1 spot per four persons based on pool capacity. This requirement was not a clear cross reference for the skate park and the Planning Commission accepted the 20 proposed parking spaces presented by Parks and Recreation. The Use Permit conditioned that after one year the Community Development Department would conduct an evaluation of the parking needs onsite. There is no record if this evaluation occurred or not. During a recent site visit, CBJ Parks and Landscaping Superintendent, George Schaaf stated the parking spaces have minimal use. The users of the facility are typically under the legal driving age and either ride bicycles, are dropped off or use public transit.

The immediate need to provide timely bus service will be met with the relocation of the Capital Transit transfer station to Pipeline Skate Park with or without improvements to the site. However, the potential for a joint use facility for Capital Transit and Parks and Recreation is foreseeable with capital improvements. The site is large enough to maintain a park facility with adequate parking and a transfer station with services.

CONFORMITY WITH ADOPTED PLANS

The proposed project was reviewed for conformance with the following CBJ-adopted plans:

Comprehensive Plan (2013)
Area-Wide Transportation Plan (2001)
Parks and Recreation Comprehensive Plan (1997)

Comprehensive Plan:

POLICY 8.5. TO PROMOTE A BALANCED, WELL-INTEGRATED LOCAL MULTI-MODAL SURFACE TRANSPORTATION SYSTEM THAT PROVIDES SAFE, CONVENIENT AND ENERGY-EFFICIENT ACCESS AND TRANSPORT FOR PEOPLE AND COMMODITIES.

Standard Operating Procedures

- 8.5 - SOP1 Provide a safe, convenient, reliable and low-cost public transit and rapid transit system within the Urban Service Area to ensure that within that area, everyone has the ability to access work, school, services, shopping and leisure activities by public transit, with stops located so as to be within ½ mile of each other along routes.
- 8.5 - SOP2 Maintain area-wide and subarea transportation plans and ensure their consistency with other relevant CBJ-adopted Plans, including the *Comprehensive Plan*, the *Parks and Recreation Comprehensive Plan* and the *Capital Improvement Plan* and Program.
- 8.5 - SOP3 Provide public transit services to low- and moderate-income neighborhoods and support supplementary transit service for the elderly, handicapped and homeless residents seeking work or medical or social services.

Implementing Actions

- 8.5 - IA3 Update, adopt and implement the *Capital Transit Development Plan*...
- 8.5 - IA8 Construct or complete the improvements and planning documents called for in the Area Wide Transportation Plan as funding becomes available. Where there is a public need for those improvements in the immediate future, actively pursue the funding needed to complete those improvements.

POLICY 8.6. TO PROMOTE AND FACILITATE TRANSPORTATION ALTERNATIVES TO PRIVATE VEHICLES AS A MEANS OF REDUCING TRAFFIC CONGESTION, AIR POLLUTION AND THE CONSUMPTION OF FOSSIL FUELS, AND TO PROVIDE SAFE AND HEALTHY MEANS OF TRANSPORTATION TO ALL PEOPLE.

Area Wide Transportation Plan (AWTP):

Improvement ID #7: Improved Local Transit Service in the Mendenhall Valley. Restructure local service on the existing Mendenhall Valley/Lemon Creek/Downtown route. **Provide a circle route using Mendenhall Loop Road and Riverside Drive**. This route will continue to Downtown on Egan Drive as Express service. Create a separate route providing service on Glacier Highway to the Lemon Creek area, and another route serving the West Mendenhall Valley. Both new routes would connect to other routes at the Valley transfer center (Nugget Mall).

Parks and Recreation Comprehensive Plan

When solicited for comments, Parks and Landscape Superintendent, George Schaaf stated, “The Park can coexist with transit, but it is important that future development of the site address park needs as well as transit”. The *Parks and Recreation Comprehensive Plan* identifies this site as a Neighborhood Park intended to serve a half mile radius. The plan defines a neighborhood park as a combination playground and park.

However, the site only provides recreation for a specific user group. Therefore, the site is underdeveloped as a neighborhood park. As proposed the use of the site a Capital Transit transfer station will not impede upon the use of the skate park.

FINDINGS

The relocation of the transfer station is intended to implement as much as possible the recommendations of the *Transit Development Plan*. The recommendations of the *Transit Development Plan* as adopted by the Assembly are consistent with the *2013 Comprehensive Plan* and the recommended improvements of the *Area Wide Transportation Plan*.

RECOMMENDATION

Staff recommends that the Planning Commission recommend to the Assembly the relocation of the Mendenhall Valley transfer station from the Nugget Mall to the Pipeline Skate Park.

Staff further recommends an advisory condition regarding lighting when funds are available to make improvements to the site.

Advisory Conditions:

1. Sufficient exterior lighting must be provided along the bus staging area to permit safe pedestrian access.

DEVELOPMENT PERMIT APPLICATION

Project Number CSP20140019	CITY and BOROUGH of JUNEAU	Date Received: 9/29/14
Project Name (City Staff to Assign Name)		

INFORMATION	Project Description The project consists of relocating Capital Transit's transfer station from the back of the Nugget Mall on Mallard Street to Pipeline Skate Park located at 2400 Mendenhall Loop Road. Mendenhall Loop Road is a main arterial road that runs from the south side of Egan Drive northwards towards the Mendenhall Glacier and is part of the Capital Transit bus route. The project will use the existing bus stop on the northbound lane of Mendenhall Loop		
	PROPERTY LOCATION		
	Street Address 2400 Mendenhall Loop Rd.	City/Zip Juneau, AK. 99801	
	Legal Description(s) of Parcel(s) (Subdivision, Survey, Block, Tract, Lot) USS 381 Fraction		
	Assessor's Parcel Number(s) 5 B16 0102 022 0		
	LANDOWNER/ LESSEE		
	Property Owner's Name CBJ Lands & Resources	Contact Person: Greg Chaney	Work Phone: 586 0205
	Mailing Address 155 South Seward St. Juneau AK	Home Phone: N/A	Fax Number: 586 5385
	E-mail Address Greg-Chaney@ci.juneau.ak.us	Other Contact Phone Number(s): N/A	
	PROJECT / APPLICANT	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>Greg P. Chaney</u> Landowner/Lessee Signature		<u>Sept 26 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 CBJ Engineering		Contact Person: Paul Beck	Work Phone: 586 0882
Mailing Address 155 S. Seward St. Juneau		Home Phone: N/A	Fax Number: 463 2606
E-mail Address Paul-Beck@ci.juneau.ak.us		Other Contact Phone Number(s): N/A	
X _____ Applicant's Signature		<u>9/26/14</u> Date of Application	

-----OFFICE USE ONLY BELOW THIS LINE-----

STAFF APPROVALS	<input checked="" type="checkbox"/>	Permit Type	***SIGN	Date Received	Application Number(s)
		Building/Grading Permit			
	X	City/State Project Review and City Land Action		9/29/14	CSP20140019
		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 JKL

CITY/STATE PROJECT AND LAND ACTION REVIEW APPLICATION

Project Number	Project Name (15 characters)	Case Number CSP20140019	Date Received 9/29/14
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TYPE OF PROJECT REVIEW:

☒ City Project Review
 ☐ City Land Acquisition /Disposal
 ☐ State Project Review

DESCRIPTION OF PROJECT

This project consists of relocating Capital Transits transfer station from the Nugget Mall to Pipeline Skate Park located at 2400 Mendenhall Loop Rd.

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):

Skate boarding Park

PROPOSED USE OF LAND OR BUILDING(S):

Skate boarding park & bus transfer station

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 # _____

ESTIMATED PROJECT COST: \$ _____

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 \$ <u>0</u>	_____	_____	_____

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

TO BE COMPLETED BY THE APPLICANT

Capital Transit Transfer Station CSP Narrative

The project consists of relocating Capital Transit's transfer station from the back of the Nugget Mall on Mallard Street to Pipeline Skate Park located at 2400 Mendenhall Loop Road. Mendenhall Loop Road is a main arterial road that runs from the south side of Egan Drive northwards towards the Mendenhall Glacier and is part of the Capital Transit bus route. The project will use the existing bus stop on the northbound lane of Mendenhall Loop Road and the skateboard park parking lot to conduct bus transfer activities. Minor improvements will be part of the project.

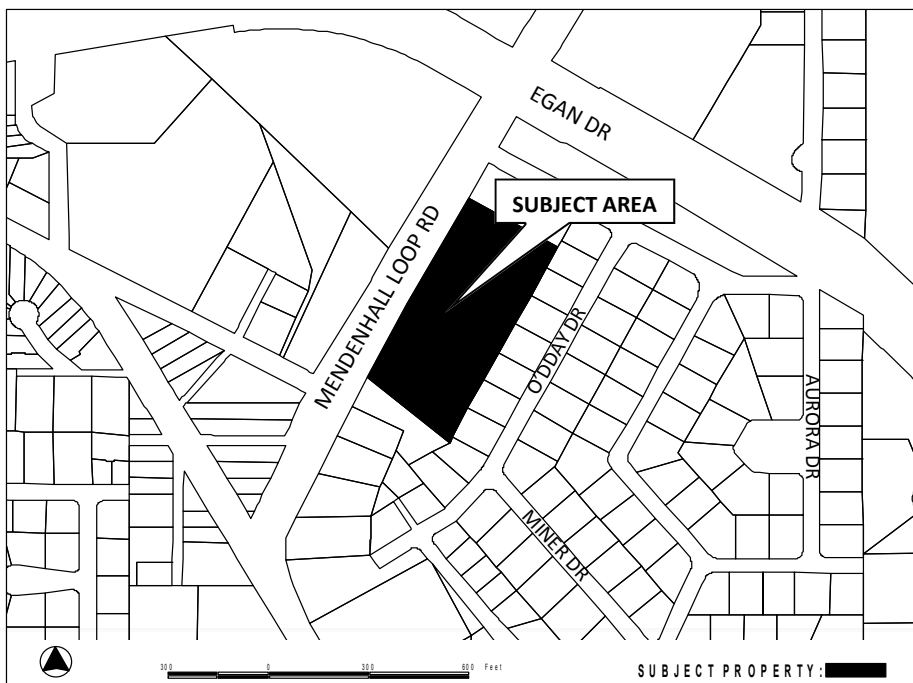
Northbound buses will use the existing bus pullout and the parking lot, southbound buses will use the Glacier Highway center turn lane to turn left into the parking lot. Once transfers are complete, the southbound buses will exit the parking lot, again turning left onto Glacier Highway. Transferring passengers will not cross Glacier Highway.

This site is not intended to be used as a park and ride site now or in the future.

The existing transit schedule is problematic because the current published schedule does not allocate enough time to complete the Route 3 and Route 4 loop. The express bus is typically held for five to seven minutes at the transfer point in order to make the connection. Minor traffic disruptions can cause passengers to miss transfers and can subtly encourage more aggressive driving as drivers attempt to stay on schedule. The new schedules and routes are intended to realistically account for the time to complete the circuit. By shifting the transfer point further north, the transfers will be much more reliable.



NOTICE OF PUBLIC HEARING



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

SHIP TO:



PROPOSAL: City Project Review for relocating Capital Transit's Valley transfer station from the back of the Nugget Mall on Mallard Street to Pipeline Skate Park located at 2400 Mendenhall Loop Road.

File No:	CSP2014 0019	Applicant:	City and Borough of Juneau; Engineering Department
To:	Adjacent Property Owners	Property PCN:	5-B16-0-102-022-0
Hearing Date:	October 28, 2014	Owner:	City and Borough of Juneau; Lands and Resources Department
Hearing Time:	7:00 PM	Size:	4.6 Acres
Place:	Assembly Chambers	Zoned:	D-5
	Municipal Building	Site Address:	2400 Mendenhall Loop Road; Pipeline Skate Park
	155 South Seward Street	Accessed Via:	Mendenhall Loop Road
	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 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 the Chrissy McNally at 586-0761 or at christine_mcnally@ci.juneau.ak.us.

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

ATTACHMENT B

Date notice was printed: September 29, 2014