L100-R

City & Borough of Juneau

LAND MANAGEMENT PLAN

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Executive Summary

The preparation of City and Borough of Juneau (CBJ) Land Management Plan fulfills the vision set forth in the Municipal Code to establish a comprehensive guide for managing the CBJ's properties and to create a land disposal program. The plan is particularly timely given the current housing crisis in Juneau; the Assembly has indicated a strong interest in selling some of the CBJ land as a means of stimulating construction of much-needed housing.

The goals of the land management plan include the following:

- Establish a land disposal program which will systematically place CBJ land into private ownership.
- Provide direction on the best use of CBJ-owned land for both development and preservation.
- Create a comprehensive reference document that establishes a format for further developing land management policy and regulations.

The principles, policies, and analyses presented in the Municipal Code, as well as the guidance of the Comprehensive Plan, provide the framework for the land management plan. An important concept presented in both guiding documents is the CBJ's responsibility to promote compact urban development in order to ensure efficient use of land resources, and economic development of facilities and services. This fundamental concept helped define the geographic boundaries of the study area used in the land management plan. The study area focused the search for CBJ lands suitable for disposal for residential development

The demand for residential land is related to the number of housing units needed in the community. There is, currently, an insufficient amount of housing in the Juneau market. Juneau's vacancy rates have been declining for the last seven years. By 1993 the vacancy rate had sunk to .87%. A vacancy rate between 4% and 5% is considered a healthy vacancy rate. The 1994 Housing Demand Forecast revealed a current housing shortage of 880 units, including 375 multi-family units. The study predicts Juneau will need an estimated 1,215 units by the year 2000 to meet both current demand and future, mining-related demand.

There is an insufficient amount of new housing construction to meet the demand. Despite a general trend of increased construction activity in the last four years, no improvements have been detected in the housing vacancy rates.

The cost of land directly impacts the sale price of any housing built on that land. High-priced land combined with high development costs may result in unaffordable housing. At this time, there is an inadequate supply of affordable vacant lots to satisfy demand.

There are currently 1,899 vacant privately-owned lots of various sizes in the city and borough. This figure, however, fails to provide a clear picture of how much private property is suitable or available for development. In June 1994, the multiple listing service identified 130 vacant, residential lots for sale. The prices ranged from $23,000 for 1/4 acre to $110,000 for larger, single-family, residential lots.

Much of the land within the city and borough is in public ownership. However, most federal and state lands are unavailable for private development. Community expansion will, therefore be dependant upon the use of the CBJ's land base. The supply of private land can only be increased by the disposal of CBJ land. The disposal of CBJ property will help stimulate expanded housing opportunities.

The City and Borough of Juneau (CBJ) owns and manages approximately 23, 000 acres of land. Approximately eighty-five percent of its land base was formerly owned by the State of Alaska and was acquired by the CBJ as part of its land selections authorized by the Municipal Entitlement Act of 1978. Much of the CBJ land could be characterized as remote, large parcels with moderate to steep slopes and lacking developed access or utilities. Generally, management decisions for these lands will be deferred until the population expands and utilities are extended.

The land disposal program is a major component of the land management plan. The study area defined the boundary for the initial search for CBJ land with residential development potential. The first screening process eliminated remote parcels, lands that should be retained for public purposes, and other unsuitable parcels from further consideration. The result of the first screening process was a list of CBJ lands available for disposal.

The list was further refined by applying a final screening process. This step identified land which could be developed in the near future because it fronts existing roads and can be readily served by public utilities. Mental Health Trust lands were removed from further consideration during the final screening, due to uncertainties regarding the current litigation. The result of the final screening process was a list of lands suitable for inclusion in the CBJ's ten year disposal schedule.

Eight large parcels of CBJ land appear in the ten year disposal schedule. In broad, geographic descriptions, these areas are: Lena Point; Thunder Mountain; Fred Meyer; Indian Cove; Switzer Creek; Douglas; Auke Lake; and Windfall Avenue. In addition, several miscellaneous lots are recommended for disposal.

Characteristics of each site were examined to determine the appropriate sequence for selling these lands. Public comments, gathered during a series of workshops, provided valuable information and resulted in a recommendation for phased development for many of the large tracts of land.

The CBJ parcels may be sold in a variety of ways. Competitive sealed bids and negotiated sales are the two methods recommended for parcels sold during the first year. The CBJ may take on the role of developer and subdivide and sell land directly to individual home builders; or, the CBJ may sell a large tracts of land to individuals who, in turn, will subdivide and develop the land. Negotiated sales are recommended in instances when the CBJ's land could best be developed or used in conjunction with adjacent, privately-owned land.

Construction costs, or the costs to provide improvements within a subdivision site, are dependent upon many variables including the site's geographic location, zoning, topography, and soils. Based on a series of assumptions, these variables were examined and construction costs derived. It is anticipated construction costs will range from $35,000 to $50,000 per lot. Additional costs will be encountered if existing off-site utilities or roads need to be upgraded or extended to serve the subdivision.

The adoption of the land management plan is the first step toward conducting systematic land disposals. Each large tract of land intended for disposal will proceed along a series of steps such as: delineation of the disposal site; agency review; topographic mapping; sketch plat; public workshop; construction of improvements; final title report; appraisals; and disposal.

Many of the CBJ's parcels will be retained in CBJ ownership because they serve a public use or are unsuitable for development. Some of these lands, such as CBJ parcels in Lemon Creek have valuable rock, gravel and sand reserves. Some have mineral value. Other parcels that will be retained include those considered unsuitable for development due to significant wetlands, steep slopes or natural hazards. Many parcels are currently used or have been identified for some specific CBJ facility. Additionally, parcels identified in the Open Space and Park System will be retained.

The CBJ intends to acquire private property in instances when specific parcels have been identified for acquisition in the Comprehensive Plan, capital improvement program, or other adopted plan. Land may also be acquired for such public needs as access, utilities, parks or open space, and promotion of economic development.

The operation of the Lands and Resources Office could be significantly enhanced if CBJ staff were delegated specific authority to establish regulations. The Municipal Code does resources management. However, precedent does exist and many other departments and divisions have been granted regulatory authority in certain areas. Three recommended procedures for delegating authority are presented in the land management plan. These procedures require varying degrees of public review and Assembly oversight, based on such matters as the level of economic impacts and size of the affected constituency.

In addition to the Division of Lands and Resources, several departments manage certain CBJ owned lands and facilities. The land management plan recommends adopting a procedure to formally transfer management authority from the Division of Lands and Resources to other CBJ departments for purposes of clarifying management responsibilities. Examples of affected CBJ departments and entities include the airport, harbors, and school district. The proposed transfer of management responsibilities reflects the current informal management arrangement.

It is recommended that, upon adoption of the land management plan, the CBJ proceed as follows:

- Implement the land disposal program outlined in the plan. Initiate the next steps for disposing of the large tracts of land identified in the first year of the ten year disposal schedule. These step include: further delineation of the disposal site; agency review; topographic mapping; completion of the sketch plat; conducting public workshops; completion of the preliminary plat; construction of site improvements; completion of the appraisal; and disposal of the land.

- Classify the remaining CBJ land, not previously classified; classify lands scheduled for disposal as first priority.

- Acquire lands needed for public purposes, as CIP funding or other funding becomes available.

- Adopt procedures for establishing policies and regulations pertaining to land management, modifying the Municipal Code to delegate responsibilities, if necessary.

- Create interdepartmental land management transfer documents to clarify existing management responsibilities shared by various CBJ departments.

Introduction

Introduction

Municipal Entitlement Lands

In 1959, at the time of statehood, Alaska was granted over 100 million acres of land from the federal government. The state, in turn, transferred thousands of acres to municipalities to provide opportunities for community expansion. This was accomplished through the Municipal Entitlement Act of 1978. The City and Borough of Juneau (CBJ) owns and manages approximately 23,000 acres of land. Over 19,500 of those acres were part of the CBJ's municipal land entitlement from the State of Alaska.

Municipal Code Changes

Prompted by the substantial increase in its land holdings, the CBJ, in 1983, adopted new sections in the Municipal Code to address the classification and management of CBJ-owned lands. The updated Municipal Code required the establishment of a land management plan for CBJ property and outlined specific principles and policies to guide the development of the plan. A key component of the plan is the preparation of a land disposal program . The land disposal schedule is intended to provide a systematic method for conveying property into private ownership.

Land Classifications

The CBJ next undertook a major effort to classify the lands it had selected from the state. In the spring of 1984 the Planning Commission classified all of the land acquired from the state into four classification groups: Reserved Use; Public Use; Residential Use; and Resource Use.

Subsequent to the original classifications, the Assembly adopted Ordinance 85-76am which established the Juneau Open Space and Park System; this was a refinement of lands previously classified "Public Use."

Miscellaneous CBJ-Owned Parcels

In addition to the lands selected from the state, the CBJ has title to 227 miscellaneous properties that were acquired over the years for a variety of purposes. Many of the miscellaneous parcels are the sites of public buildings such as city hall. Others are established parks, ball fields, and major facilities such as the schools, airport and hospital. Some parcels have no particular public value, for example certain properties that were acquired through tax foreclosure. The miscellaneous parcels have not yet been classified.

Purpose

The purpose of the land management plan is threefold. First, the plan will establish a land disposal program and schedule which, when implemented, will systematically place CBJ land into private ownership. Second, the plan will prepare the way to ultimately classify all CBJ-owned uplands. Third, the plan will serve as a comprehensive reference document that provides direction about CBJ land management policy.

The land management plan distinguishes CBJ lands that will be retained in public ownership from those intended for disposal. The disposal program is a major portion of the plan, providing a ten year land disposal schedule and identifying the steps to be taken to complete the land sales. The plan also describes privately owned land which has been identified for acquisition.

Guiding Policies

The Municipal Code and the Comprehensive Plan for the City and Borough of Juneau provide the guiding policies for the management of CBJ lands. The Municipal Code describes analyses and principles to be used in developing the land management plan. The Comprehensive Plan establishes appropriate land uses and density of development for each area of the city and borough.

Goals and Objectives

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Goals and Objectives

The land management plan addresses three major goals:

Goal 1: ***Establish a land disposal program which will systematically place CBJ land into private ownership.***

Objectives

- Make land available for community expansion
- Expand the property tax base
- Minimize the CBJ's initial costs in disposing of land
- Provide opportunities for a variety of housing by disposing land in a variety of locations
- Maximize the CBJ's return on its property
- Provide opportunities for as many people as possible to acquire CBJ land
- Establish a ten year disposal schedule

Goal 2: ***Provide direction on the best use of CBJ-owned land for development and preservation.***

Objectives

- Prepare to classify remaining CBJ land, not previously classified
- Prepare to reclassify Reserved Uses lands now served by public utilities
- Encourage multiple use
- Set aside land for needed transportation, public facilities, and services
- Preserve open spaces to protect lands and shorelines which possess recreation, scenic, wildlife and other environmental qualities
- Maintain a significant quantity of land in Reserved Use status to provide future options

Goal 3: ***Create a comprehensive reference document that establishes a format for developing CBJ land management policy and regulations.***

Objectives

- Establish a comprehensive list of lands identified in various plans for CBJ acquisition
- Create a framework for an administrative code and policy manual which addresses pertinent land management issues including commercial and personal use resource extraction.

- Authorize the staff and manager to create policy for the management of CBJ lands through the establishment of an administrative code and a policy manual.
- Establish a procedure to clarify interdepartmental responsibilities for the management of CBJ lands.

Guiding Policies

General Discussion

Municipal Code

Comprehensive Plan

Guiding Policies: General Discussion

The Municipal Code and the Comprehensive Plan for the City and Borough of Juneau (Comprehensive Plan) provide the guiding policies for the management of CBJ lands. Two key areas of the Municipal Code are especially pertinent to the development of the land management plan: CBJ 53.09.100-130 addresses the classification of CBJ lands; CBJ 53.09.150-170 describes analyses and principles to be used in developing the land management plan.

The Comprehensive Plan is the adopted development plan for all lands within the CBJ, regardless of ownership. The Comprehensive Plan establishes what land uses are appropriate for each area of the city and borough (e.g. commercial or residential) and specifies allowable densities (i.e. residences per acre) or intensity of use. The Comprehensive Plan addresses land use in a number of policy statements accompanied by a set of maps which encompass the entire city and borough.

Guiding Policies: Municipal Code

Land Classification

In 1983, the CBJ Assembly adopted a land classification system as part of the Municipal Code which created the following seven classification designations to be applied to CBJ-owned lands.

- **Agriculture** lands were intended to include those lands with appropriate soils, topography and size to accommodate agriculture or grazing. At this time no CBJ lands have been designated "Agriculture."

- **Commercial/Industrial** lands are those suitable for commercial or industrial development due to location near major arterials, transportation or other facilities or specific natural resources that would enhance such development. The CBJ owns very little land that meets these criteria.

- **Public Use** lands include those presently suitable or anticipated for one or more public use such as recreation, education, access, transportation, public facilities, open space, habitat protection and protection of environmentally sensitive lands.

- **Reserved Use** lands are those CBJ lands which either have not yet been classified or devoted to specific uses. This category is used as a default classification; all CBJ-lands not otherwise classified or not acquired for a specific purpose, are considered to be classified "Reserved Use." The Code states that Reserved Use lands "may not be sold, leased, or otherwise transferred to a public agency or private party until placed in a classification other than reserved use." Minor rights, such as easements are exempt from this requirement.

  Approximately 60 percent of the CBJ-owned lands are, or have been recommended for classification as, Reserved Use. These lands are generally large parcels distant from existing utilities and services. The Municipal Code advises that a sufficient quantity of land be reserved to allow for future decisions regarding CBJ land management. It is appropriate that the more remote parcels be maintained in reserve status until the population of the community expands and services are extended to those areas. This policy is expressed both in the Municipal Code and the Comprehensive Plan.

- **Residential** lands include parcels connected to the road system or likely to be connected in the foreseeable future and reasonably suited for residential development. The land disposal program, developed as part of this management plan, will focus on CBJ-owned lands classified Residential or recommended to be reclassified to the Residential classification.

- **Residential Recreational** lands include property which is not and is unlikely to be accessible to the road system in the foreseeable future, but which has other characteristics that make it suitable for low density recreational development. No CBJ lands have yet been classified or are currently recommended for classification under this category.

- **Resource** is the preferred classification designation for CBJ lands that have or may in the future have mineral or non-mineral deposits, or timber of commercial value. The Fish Creek quarry and the Lemon Creek gravel pit have been classified Resource.

The Municipal Code allows for multiple classifications. This has been done in several instances when large parcels in the range of several hundred acres might be used for multiple purposes. The Municipal Code also describes the use of subclassifications. The CBJ's Open Space and Park System is a good example of the use of subclassifications.

The Municipal Code envisions the classification of CBJ lands to be integrated with the development of the land management plan. The State selected lands were classified in 1984. Substantial work has been completed toward classifying the remaining parcels of CBJ owned land. Prior to initiating land disposals, those parcels targeted for disposal will be appropriately classified.

Land Management Plan

The following principles and policies, established in the Municipal Code, address the development of the land management plan for CBJ properties:

- **Multiple Use** - Multiple use should be encouraged;

- **Resource Extraction** - Use of land for natural resource extraction or removal should be consistent with future use of the land;

- **Local Economy** - Development will be encouraged in areas where public services already exist or can be economically extended or where development of a viable economic base is probable;

- **Reserved Land** - A significant quantity of land of a variety of types and locations should be reserved to provide an opportunity for future decisions; adequate lands for public development and public use, including recreational beaches with appropriate uplands, should be reserved;

- **Tidelands** - Tidelands should be leased only for specific water-dependent and water-related uses and not sold;

- **Wetlands** - Wetlands should be leased only for specific uses and not sold;
- **Natural Hazards** - Land should not be made available for residential, commercial, or industrial development in areas that have significant landslide. avalanche, or floodplain hazards unless the development proposal includes adequate mitigation measures to prevent loss of life and property;

- **Housing** - Land should be made available to encourage a variety of housing opportunities to meet the needs of residents;

- **Natural Resource Protection** - The region's scenic, environmental, and economically valuable natural resources should be protected from the adverse impacts of urban development;

- **Conflicting Uses** - Conflicts between residential and other land uses should be minimized;

- **Public Uses** - Land should be set aside for the necessary provision of transportation, public facilities, and services;

- **Environmental Qualities** - Lands and shoreline that possess recreational, scenic, wildlife, and other environmental qualities should be preserved as open space.

The Municipal Code identifies the following factors to be examined and analyses made in the development of the land management plan:

- **Public Land Availability** - The supply of publicly owned lands to meet public needs;

- **Private Land Availability** - The supply of privately owned lands to meet the private-sector needs of the community;

- **Needed Natural Resources** - The need of public agencies and the private sector for natural resources;

- **Classification** - The classification of the land;

- **Comprehensive Plan** - The Comprehensive Plan, the long-term capital improvements program, and other plans adopted by the assembly;

- **Restrictions** - Restrictions created by written instruments, zoning, and state and federal regulations;

- **Other Factors** - Physical, economic, resource, population and social factors affecting the area under consideration;

- **Public/Agency Input** - Comments of the general public, affected landowners, state and federal agencies and local advisory groups;

- **Ownership Patterns** - Ownership patterns and the disposal and development plans of private landowners and state and federal agencies;

- **Growth Patterns** - The development and growth patterns and potentials of different areas of the city and borough;

- **Inventory Data** - Information available in the land resource inventory files;

- **Availability of Funds** - The availability of municipal funds to subdivide or develop lands to facilitate disposal for private development and use;

- **Public Access** - The requirements of public access to and along public and navigable bodies of water and the need to reserve public transportation corridors and utility corridors;
- **Additional Relevant Considerations** - Other matters which are relevant to a land use management program.

Guiding Policies: Comprehensive Plan

The second important guide for the development of the land management plan is the Comprehensive Plan. The Comprehensive Plan is the adopted development plan for all lands, public and private, within the city and borough. The use and disposition of CBJ lands will take place in accordance with the land use policies and maps in the Comprehensive Plan. The first three policies of the Comprehensive Plan establish the context for recommendations made in the land management plan.

- **Adequate Development Opportunities** - One of the primary responsibilities of the CBJ is to facilitate future growth by insuring that adequate land is available when needed and providing a level of public services and facilities sufficient to promote public health, safety, and convenience.

  It is the policy of the CBJ assure availability of sufficient land, suitably located and provided with the appropriate public services and facilities, to meet the community's future growth needs. To accommodate the various needs and lifestyles of Juneau's residents, a range of development opportunities in urban and rural areas will be provided.

  This is a general policy that calls for adequate lands, public or private, in rural and urban areas, to be available for the future community growth.

- **Urban Development Patterns** - Based on extensive studies of the experience of other American cities, compact urban development is preferable to urban sprawl. By concentrating development, the CBJ will limit the number of acres dedicated to urban uses and minimize the per unit costs of extending and maintaining sewer, water, other utility lines, and roadways. Significant reductions in travel, energy consumption and pollution will result by encouraging the development of residential uses in relative proximity to shopping, employment, cultural, and recreational facilities.

  It is the policy of the CBJ to promote compact urban development within and adjacent to existing urban areas to insure efficient utilization of land resources and facilitate economic provision of urban facilities and services.

  This is a key policy because it sets the overall pattern of growth for the CBJ. It calls for compact growth that results in a cost effective expansion of urban services, e.g. sewer, water, paved roads. This policy recognizes the CBJ cannot have growth in all areas of the city and borough and afford to provide services to all those areas.

  Compact growth allows higher density development in areas that already receive urban services. It does not, however, preclude higher density growth in other

areas of the CBJ. Lands adjacent to existing urban areas, where it is most logical to extend services, are identified as "Transition Areas. These are lands that can develop at a higher density once urban service can be provided. A number of CBJ parcels are included in these "Transition Areas." Consequently, these lands are scheduled for development and/or disposal at a later date, when they can be developed to their fullest potential.

- **Rural Area Development** - A majority of the land and water within the CBJ is outside existing or planned urban development areas; in the Comprehensive Plan, this is defined as the rural area. It is suitable for a broad range of activities -- rural residential development, timber harvest, wildlife habitat, and many forms of outdoor recreational activities.

  It is the policy of the CBJ to permit appropriate and needed development in rural areas while assuring protection of natural resources and recreational opportunities.

All lands that are outside of existing or planned service areas are considered rural lands. These are areas that will have limited urban development but appropriate land uses are allowed. Appropriate land uses include some lower density residential development, resource development, and tourist related facilities.

- **CBJ and State Selected Lands** - One additional policy in the Comprehensive Plan directly addresses the disposition of public lands that have been selected by the CBJ and State of Alaska within the city and borough boundaries.

  It is the policy of the CBJ to evaluate the use and developmental potential of all CBJ and state selected lands. CBJ and state selected lands will be designated and managed as public open space where natural resources and amenities, natural hazards and recreational values warrant. CBJ and state selected lands will be committed to private development where there is assurance of sufficient market demand and when it is determined to be in the public interest. Future growth areas will be identified although lands may be committed to interim uses prior to private development.

The Comprehensive Plan advises the implementation of this policy should occur in accordance with the Municipal Code, as follows:

> Follow the Lands Management Ordinance (CBJ Chapter 53.09) which is consistent with the comprehensive plan and will serve as the major means of implementing policies and guiding management, development and disposition of selected lands. The ordinance includes provisions for public involvement in the evaluation of the appropriate use and disposal of selected lands.

Supply and Demand

Supply of Housing

Demand for Housing

Supply of Land

Demand for Land

Supply and Demand

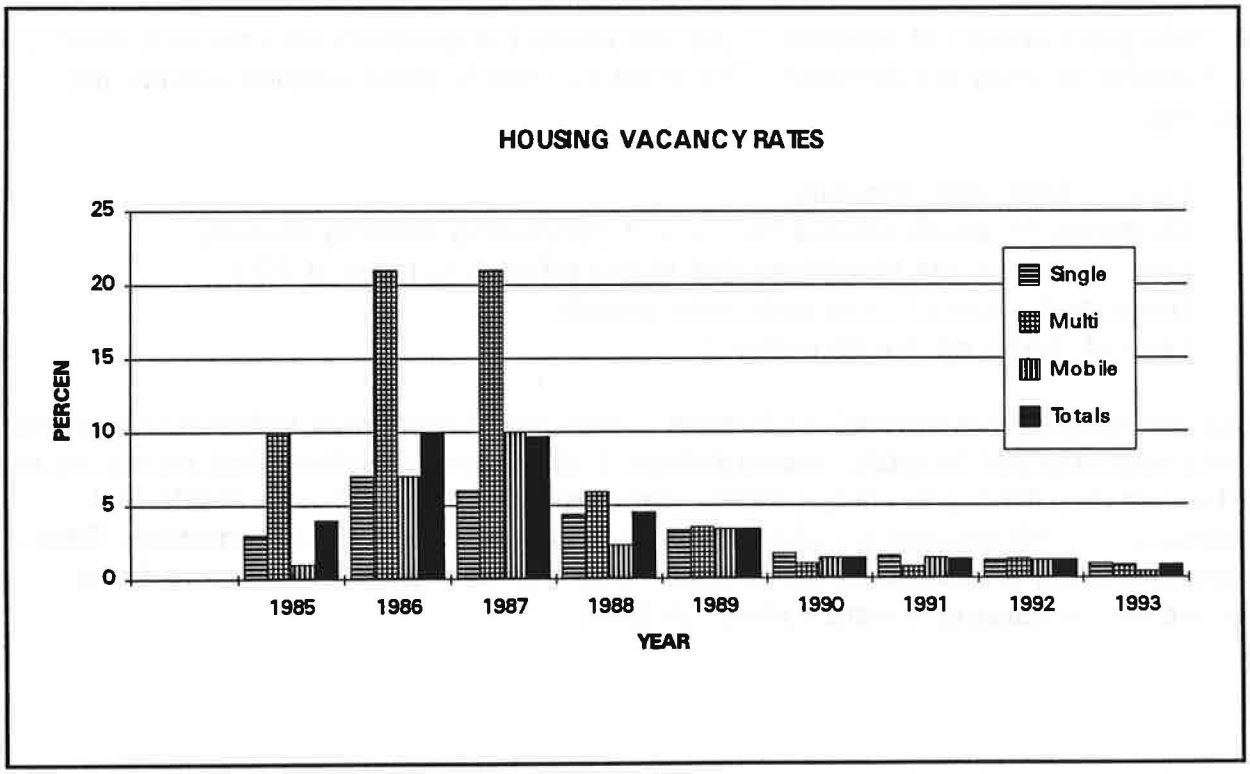
Supply and Demand: Supply of Housing

Housing Vacancy Rates

There is an insufficient amount of housing in the Juneau market. An examination of Juneau's housing vacancy rates reveals the seriousness of the current shortage. The building boom of the early 80's resulted in the construction of much of the existing housing stock. During the subsequent downturn in the economy, vacancy rates rose, reaching an all time high of 10% in 1986, with a 22% vacancy rate for multi-family housing. As the economy improved, vacancy rates fell. Juneau's vacancy rates have been steadily declining for the last seven years.

The 1993 vacancy survey showed the overall vacancy rate had declined from 1.2% in October 1992 to .87% in October 1993. The current .87% vacancy rate equals 94 vacant dwelling units throughout the city and borough. The decline in the overall vacancy rate from 1.2% in 1992 to .87% in 1993 equates to 32 fewer vacant dwellings. In Juneau, the extremely low vacancy rate is occurring in all housing types.

As a practical matter, a 1% vacancy rate is equivalent to zero availability in housing. The housing which registers as vacant in the Juneau survey may be merely reflecting the brief transition period between one household moving out and another moving into a



dwelling. In such instances, the vacant status may not be truly reflective of the availability of the unit surveyed. In that context, the housing crisis may be even more dire than the statistics indicate.

A vacancy rate between 4% and 5% is considered to be an adequate vacancy level in that it provides some choice for the buyer or renter. A 2% vacancy rate is considered an absolute minimum.

Multi-Family Housing

Although low vacancy rates are being experienced in all types of housing, the constraints on development of multi-family housing are magnified. The vacancy rate for multi-family housing was .86% in 1993, which is equivalent to 20 vacant units.

In 1992, the Greens Creek Mine closed. It was anticipated that closure of the mine would have a major impact on the housing market. 230 of the total 257 employees were laid off at the time of the closure. Predictions indicated the first impact to the housing market would be in the multi-family sector because this was the most common housing type for miners and the easiest to vacate. Surprisingly, the mine closure has not resulted in higher vacancy rates in either single family or multi-family housing.

New Housing Construction

The inadequate supply of housing in Juneau raises the question why there is insufficient new housing to meet the demand. The most commonly cited reasons include the following:

- Lack of long term financing
- Construction costs exceed the cost of purchasing existing housing
- Loss of federal tax incentives due to tax reforms in the mid 80's
- Uncertainty about future economic growth
- Lack of return on the investment

These conditions have created a situation where many residential construction projects are not economically feasible. Nevertheless, building permit activity has increased in the last four years. Ninety building permits were issued in 1993 for new residential construction. This created an additional 101 housing units in the community. Despite the general trend of increased construction activity, no improvements have been detected in the housing vacancy rates, to date.

TABLE 1

NEW HOUSING PERMITS - ISSUED IN JUNEAU FROM 1987 TO 1994[1]

FCC Code:	Single Family Detached 101		Single Family attached 102		Duplex 103		3 & 4 Multi-Family 104		5 + Multi Family 105		Mobile Home Setups[2] 112		Totals Per Year	
	PERMITS	HOUSING UNITS												
1987	10	(10)									11	(11)	21	(21)
1988	7	(7)									6	(6)	13	(13)
1989	24	(24)									18	(18)	42	(42)
1990	32	(32)			1	(2)					22	(22)	55	(56)
1991	40	(40)	1	(1)			1	(4)			44	(44)	86	(89)
1992	57	(66)	14	(17)	3	(6)			1	(12)	30	(30)	105	(131)
1993	73	(75)	2	(2)	2	(3)	1	(4)	1	(6)	11	(11)	90	(101)
1994[1]	56	(56)	17	(17)	4	(8)			1	(67)	11	(11)	89	(159)
TOTALS	299	(310)	34	(37)	10	(19)	2	(8)	3	(85)	153	(153)	501	(612)

NOTE: The first number indicates the Number of Building Permits issued for the period and the second number (in parenthesis) indicates the Number of Housing Units, ie: the number of families housed. Calendar Year totals except last year are Year to Date.

[1] Year to date as of 12/20/93
[2] Mobile Home Setups may be new or relocated.

Supply and Demand: Demand for Housing

Current Trend

In general, the current high demand for housing is believed to be related to the continued strengthening economy (despite the closure of the Greens Creek Mine) combined with insufficient amount of new housing construction.

The Juneau Housing Demand Forecast, prepared by the McDowell Group in 1994, revealed a current housing deficiency of 880 units, including 375 multi-family units. The figures are based on projected pent-up demand for housing and the need to maintain a healthy vacancy rate of between 4% and 5%. The study forecasts that Juneau will need an estimated 1,215 housing units between 1994 and the year 2000 to meet both the current demand and future mining-related demand. A key factor in future demand will be the opening of the Kensington and A.J. Mines.

The socio-economic impact assessments prepared for the Kensington and A.J. Mines forecast the cumulative demand for housing. The projected peak demand will occur in 1997 with a total demand for 695 dwelling units for these two projects. These totals are based on the most current schedules for opening the mines.

Low Income Housing Demand

The 1991 Low Income Housing Task Force Report addressed the need for additional low income housing in Juneau. The report noted as housing becomes scarcer, prices and rents rise which is especially burdensome for low income households. Low income households are, generally, least able to absorb the increase. This is particularly problematic for low income households that do not own houses. Generally, this sector of the market resides as renters in multi-family housing rather than owners of single family housing. As of 1991, the report estimated 841 low income households were on waiting lists for subsidized housing.

Supply and Demand: Supply of Land

Public Land

Much of the land within the city and borough is in public ownership. The federal, state and municipal governments all own significant land holdings. Most of the federal land is part of the national forest and is not generally available for private development. The state land is either dedicated towards specific state interests, such as parks, or is unsuitable for development because of steep topography.

Community expansion will, therefore, be dependent upon use of the CBJ's land base. The supply of private land can only be increased by the disposal of CBJ land. One of the purposes of the land management plan is to provide for the orderly disposal of CBJ property which is suitable for development.

Expansion of CBJ's Land Base

Most of the CBJ-owned property consists of land selected from the State of Alaska through the municipal land entitlement program. In 1978, the CBJ was given the right to select 19,584 acres of state-owned land located within the city and borough corporate limits.

The purpose of the municipal land selection program was to provide a local land base for recreation and community development. The recreation lands include parks, open spaces, trails and other recreational areas. The Planning Commission preserved these areas for the enjoyment of the community by classifying them Public Use. The remaining lands can be made available for a variety of community (public and private) development purposes.

Quality of CBJ and Private Land Compared

In general, the best land for development is already in private ownership. Acquired directly from the federal or state governments through early homestead or other disposal programs, the existing privately-owned property tends to be located on flatter and more accessible land than the large CBJ-owned parcels.

The majority of the CBJ land could be characterized as remote, large parcels with moderate to steep slopes and lacking developed access or utilities. Given these circumstances, over sixty percent of the CBJ land has been classified Reserved Use; in that category, land management decisions have been deferred until a future time when the population and services have expanded.

The local native corporation, Goldbelt Inc., is a significant private land owner in Juneau, both in terms of the quantity and quality of its land. Within the city and borough, Goldbelt Inc. owns 3,186 acres of land. Most of the lands the CBJ selected from the state were originally part of a 100+ million acre conveyance from the federal government to the state, authorized by the Statehood Act. At the same time the state was selecting lands from the federal government, native village corporations were selecting lands from the federal government through the authorization of the Alaska Native Claims Settlement Act (ANCSA).

The native land claims were given precedence over state land selections. As a result, in areas where the state and native corporations were competing for the same land, the native corporations were inclined to get the best of what was available. The municipalities, in turn, generally selected the best of the state lands within their boundaries.

The land ownership pattern along the west shore of Douglas Island exemplifies the results of the land selection processes. Goldbelt Inc. owns the prime, gently-sloping, beachfront property, behind which lies a long strip of CBJ-owned land on steeper slopes. The CBJ land, in turn, abuts the remnant state-owned land which rises above the 1,000' level to the mountainous U.S. Forest Service property.

Supply of Vacant, Privately-Owned Land

Based on information from the CBJ Assessor's Office, there are 1,899 vacant, privately-owned, lots in the city and borough. Table 2 shows the vacant, privately-owned lots, grouped by geographic area. The table is useful in demonstrating the quantity and distribution of privately-owned land in Juneau. However, it falls short of providing a clear picture of the availability or suitability of the land for development. There are several reasons lots, or portions of lots, might be unsuitable for development:

- Wetland restrictions
- Steep slopes
- Mass wasting and avalanches

Additionally, there are other factors which might prevent the private property from being developed or being made available for development.

- Lack of utilities
- High cost of site preparation
- Homeowners retaining adjacent lots for privacy
- Land held for future investment purposes

In its June 1994 report, the Juneau multiple listing service showed 130 vacant residential lots for sale . The price of the lots ranged from $23,000 for a 1/4 acre lot to $110,000 for larger single family residential lots. The list also included several large

tracts of land, up to 107 acres in size, which would need to be subdivided in order to be developed to their maximum potential.

The existing inventory of privately-owned buildable lots could be rapidly depleted with a shift in market conditions. The 1983 construction activity in Juneau, which followed the defeat of the capital move initiative, illustrates how rapidly the construction industry can respond to a market change. In 1983, 920 new housing units were constructed in Juneau; this figure includes 584 single family residences. CBJ land will be needed to increase the private land base and support community expansion.

Table 2

VACANT, PRIVATELY-OWNED RESIDENTIAL LAND

ZONING		AREA					TOTALS	AVERAGE ACRES/LOT
		Juneau, West Juneau	Douglas	Lemon Creek, Mendenhall Valley Auke Bay	North Douglas	Other		
D-1	Lots	26	0	187	91	196	500	2.70
	Acres	95.15	0	471.97	151.3	632.64	1,351.06	
D-3	Lots	0	0	42	99	9	150	2.32
	Acres	0	0	40.32	301.78	5.72	347.82	
D-5	Lots	149	26	184	0	95	454	0.92
	Acres	66.36	137.51	148.3	0	65.84	418.01	
D-10	Lots	13	0	26	0	5	44	0.50
	Acres	5.91	0	12.6	0	3.61	22.12	
D-15	Lots	0	0	63	0	0	63	0.95
	Acres	0	0	59.77	0	0	59.77	
D-18	Lots	91	88	11	0	0	190	0.53
	Acres	58.08	24.44	19	0	0	101.52	
MU	Lots	44	0	0	0	0	44	1.07
	Acres	46.88	0	0	0	0	46.88	
						TOTAL LOTS	1,899	1.22
						TOTAL ACRES	2,347.18	

Residential Zones

D-1 = One unit/acre, primarily single family or duplex development
D-3 = Three units/acre, primarily single family or duplex development
D-5 = Five units/acre, primarily single family or duplex development
D-10 = Ten units/acre, primarily multi-family development
D-15 = Fifteen units/acre, primarily multi-family development
D-18 = Eighteen units/acre, multi-family development
MU = Mixed Use = Mix of commercial and high-rise residential development in the downtown area

Supply and Demand: Demand for Land

Relationship between Demand for Land and Demand for Housing

The demand for residential land is directly related to the number of housing units needed in the community. As previously stated, the McDowell Group's Juneau Housing Demand Forecast revealed a current housing deficiency of 880 housing units, which includes 375 multi-family units. The study forecasts Juneau will need an estimated 1,215 additional housing units between 1994 and the year 2000 to meet the current pent-up demand and future, mining-related demand.

The cost of land directly impacts the sale price of any housing built on that land. High-priced land combined with high development costs may result in unaffordable housing. Therefore, the affordability of a house is, in part, related to the affordability of the land. The affordability of the land, in turn, is a key factor in the demand for land. The Alaska Department of Labor has determined that it takes 1.26 wage earners per family to afford a typical home mortgage in Juneau. The average sale price for a single family house in Juneau in 1993 was $137,713. Currently, there is an inadequate supply of affordable vacant lots to satisfy demand.

It is estimated that the cost of land is approximately 25% of the cost of a single family house. The cost of land is subject to local market forces. If the CBJ increases the supply of privately-owned land through a disposal program, it can potentially stimulate the housing market to better meet the current demand.

Stimulating the Market

Just as Juneau residents should have a healthy choice of houses to purchase or apartments to rent, there should also be a healthy choice of residential lots to purchase. It is in the community's interest that a sufficient supply of lots are available to provide citizens a choice of location and a range of prices. One of the goals of the land management plan is to increase the private land base to stimulate expanded housing opportunities.

It is difficult to quantify the amount of land the CBJ should sell to promote additional housing development. If CBJ parcels were sold as large tracts of land, the supply of developable land would not be immediately affected because of time needed for subdivision design and approval as well as construction of utilities and improvements. Furthermore, the new owners would likely subdivide and sell the lots based on market conditions; the selling of individual lots could occur over a period of many years. Market forces would, therefore, control the rate at which the individual lots were sold.

In contrast, the CBJ, itself, could be the developer, subdividing and selling individual lots directly to potential home builders. Under this scenario, the CBJ would need to determine an appropriate rate of sales based on the ability of the market to absorb the influx of new lots. One mechanism to accomplish that objective would entail developing and selling portions of large subdivisions in phases, responding to changes in the market.

Land Disposal Program

Study Area

Site Selection

Site Descriptions and Maps

Ten Year Disposal Schedule

Maps - Disposal Phases

Disposal Methods

Development Costs

Next Steps for Disposing of Large Tracts of Land

Public Participation

Study Area

Study Area Defined

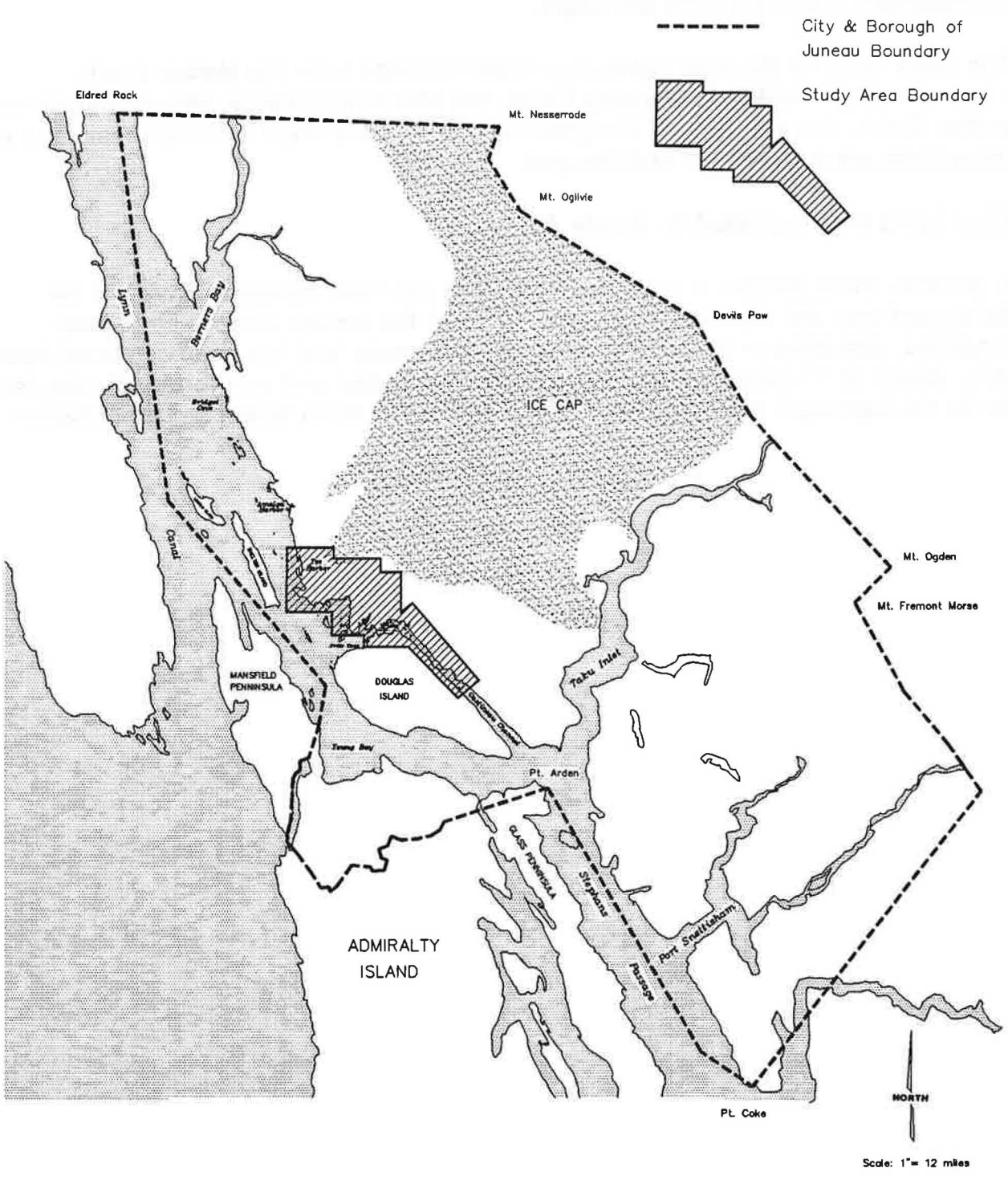
A study area was established to help focus the search for CBJ lands most suitable for development within the next few years.

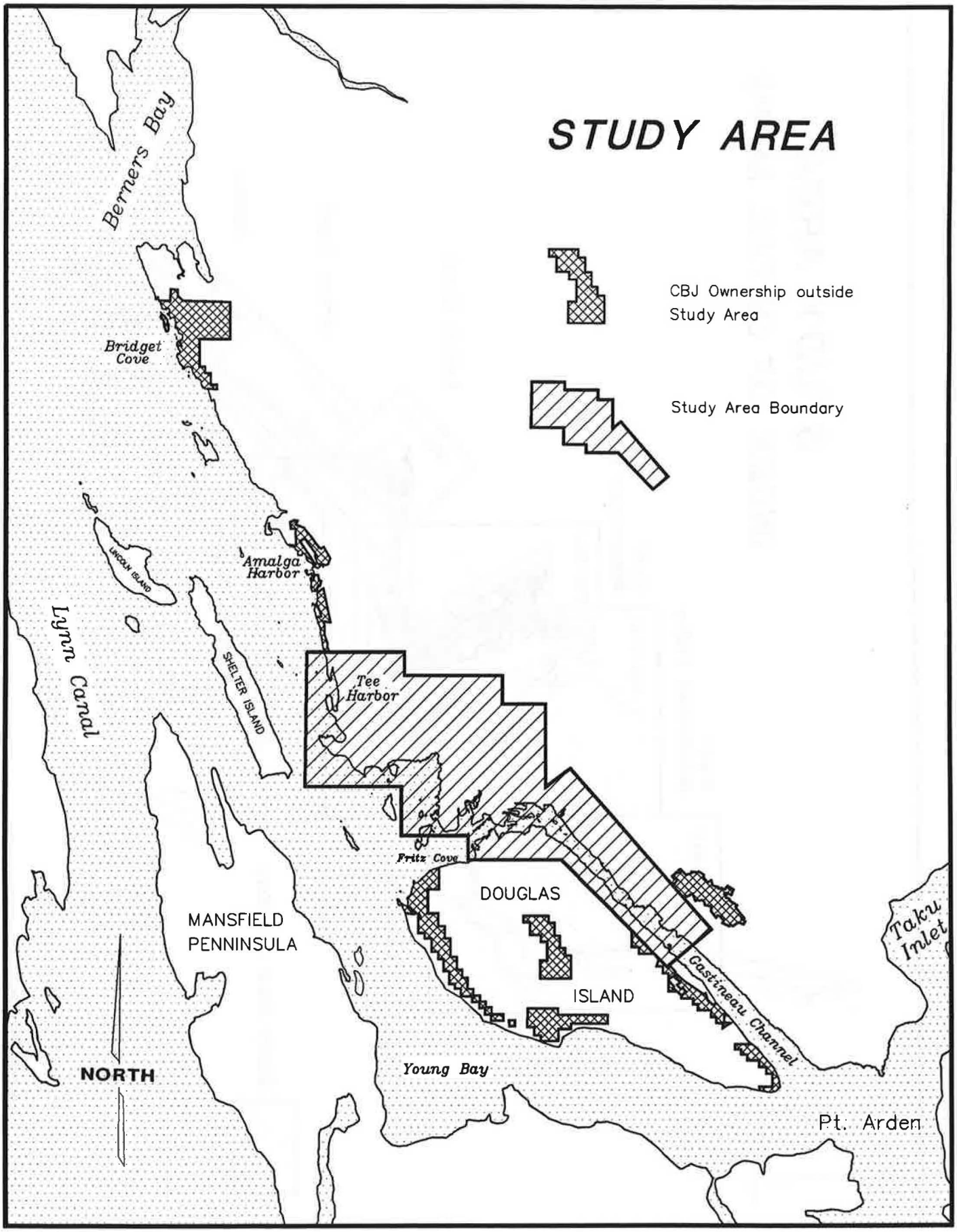
The study area for the land management plan extends from Tee Harbor south, encompassing Lena Point, Montana Creek, the Mendenhall Valley, Mendenhall Peninsula, Lemon Creek, the east side of Douglas Island from Cove Creek to Paris Creek, and the downtown areas of Juneau and Douglas.

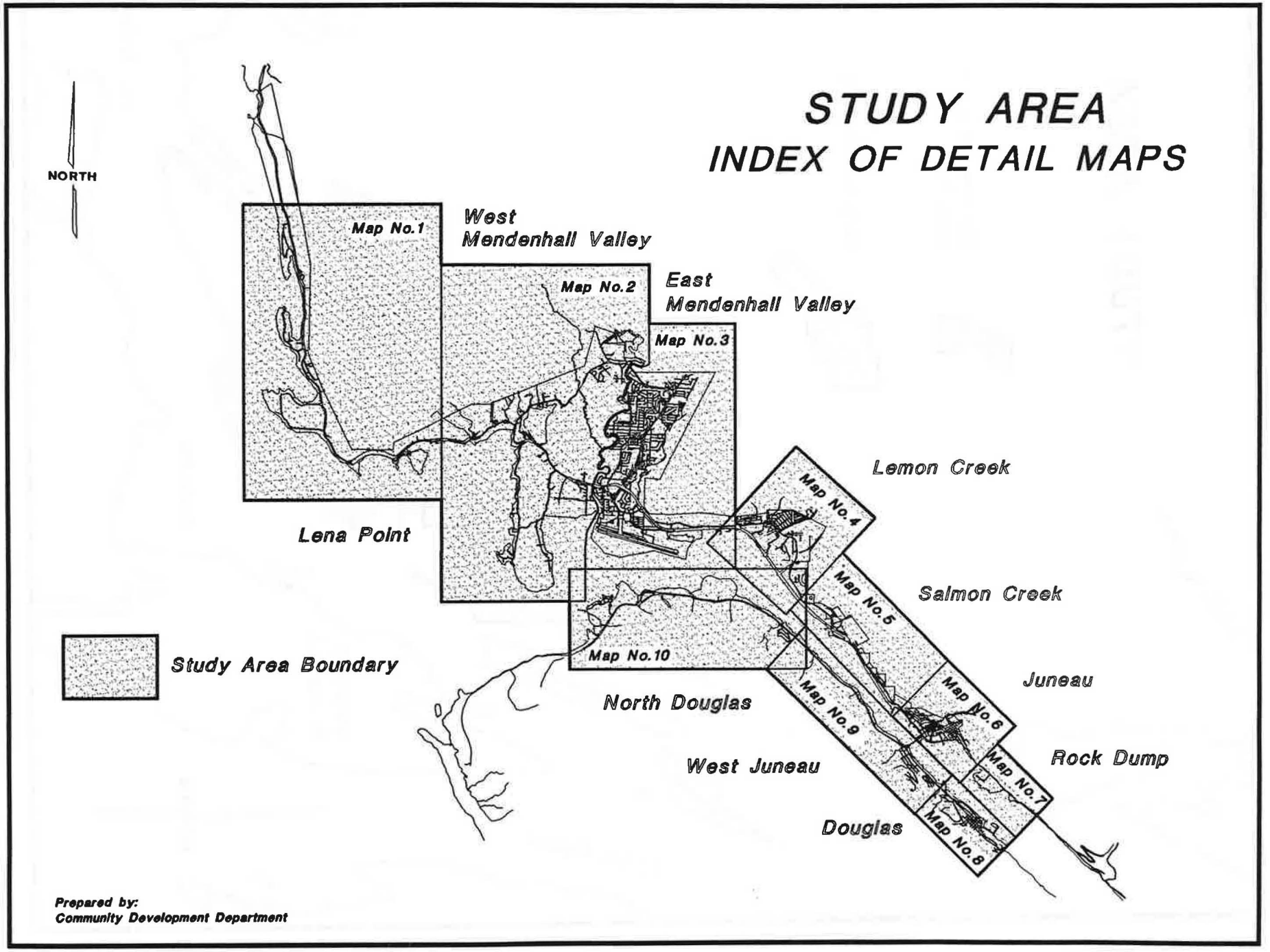
CBJ Land Not Included In Study Area

In general, those parcels outside the study area are more remote and will not be developed until the population has expanded and the service infrastructure been extended, sometime in the future. Most of this remote land has been classified Reserved Use. Some of the land has been classified as Public Use and was further distinguished for its recreational values when it was included in the Open Space and Park System.

VICINITY MAP




STUDY AREA
CBJ Ownership outside Study Area
Study Area Boundary
Berners Bay
Bridget Cove
Amalga Harbor
LINCOLN ISLAND
Lynn Canal
SHELTER ISLAND
Tee Harbor
Fritz Cove
DOUGLAS
MANSFIELD PENNINSULA
ISLAND
Gastineau Channel
Taku Inlet
Young Bay
NORTH
Pt. Arden


STUDY AREA
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NORTH
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West
Mendenhall Valley
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East
Mendenhall Valley
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Lena Point
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Salmon Creek
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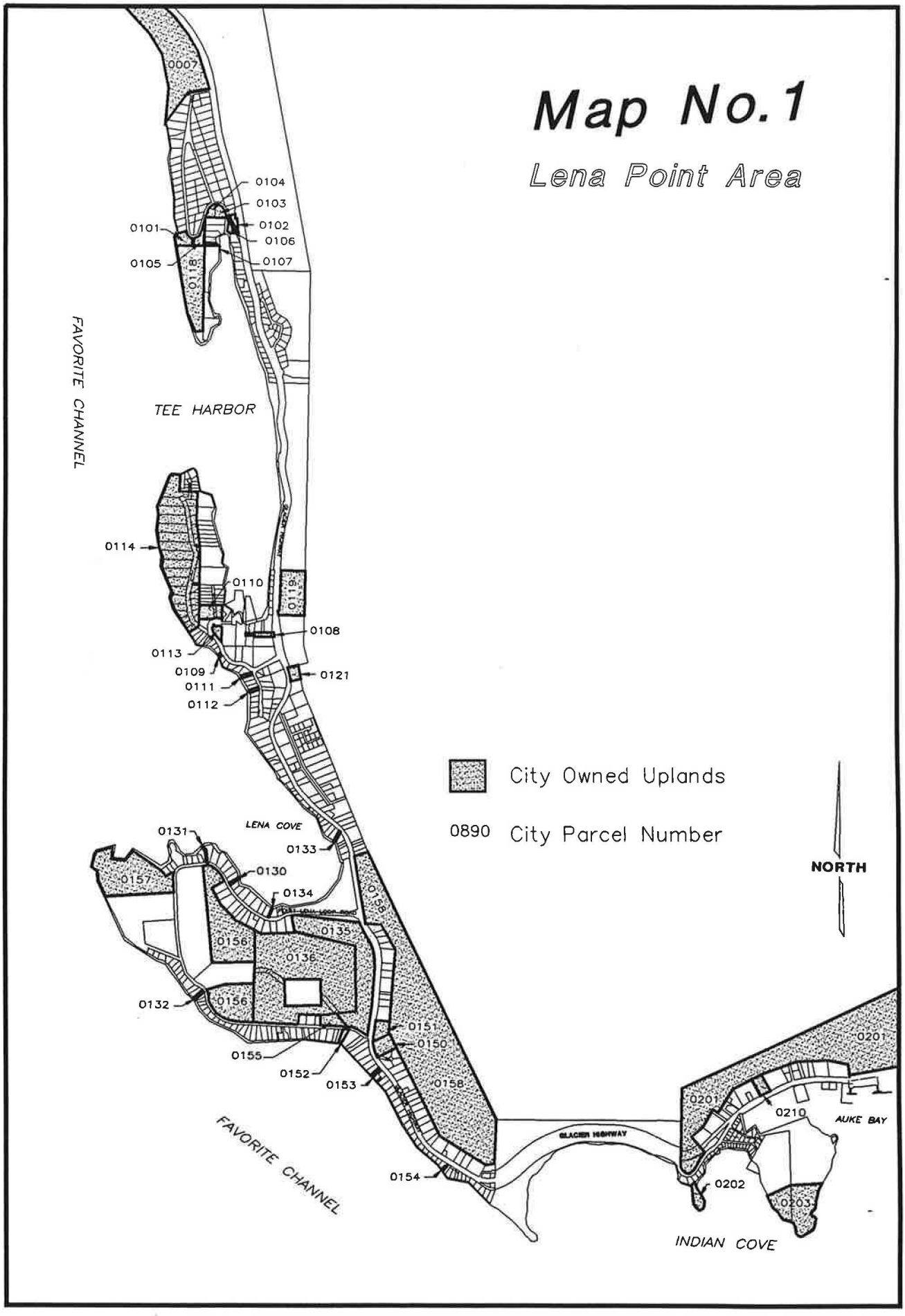
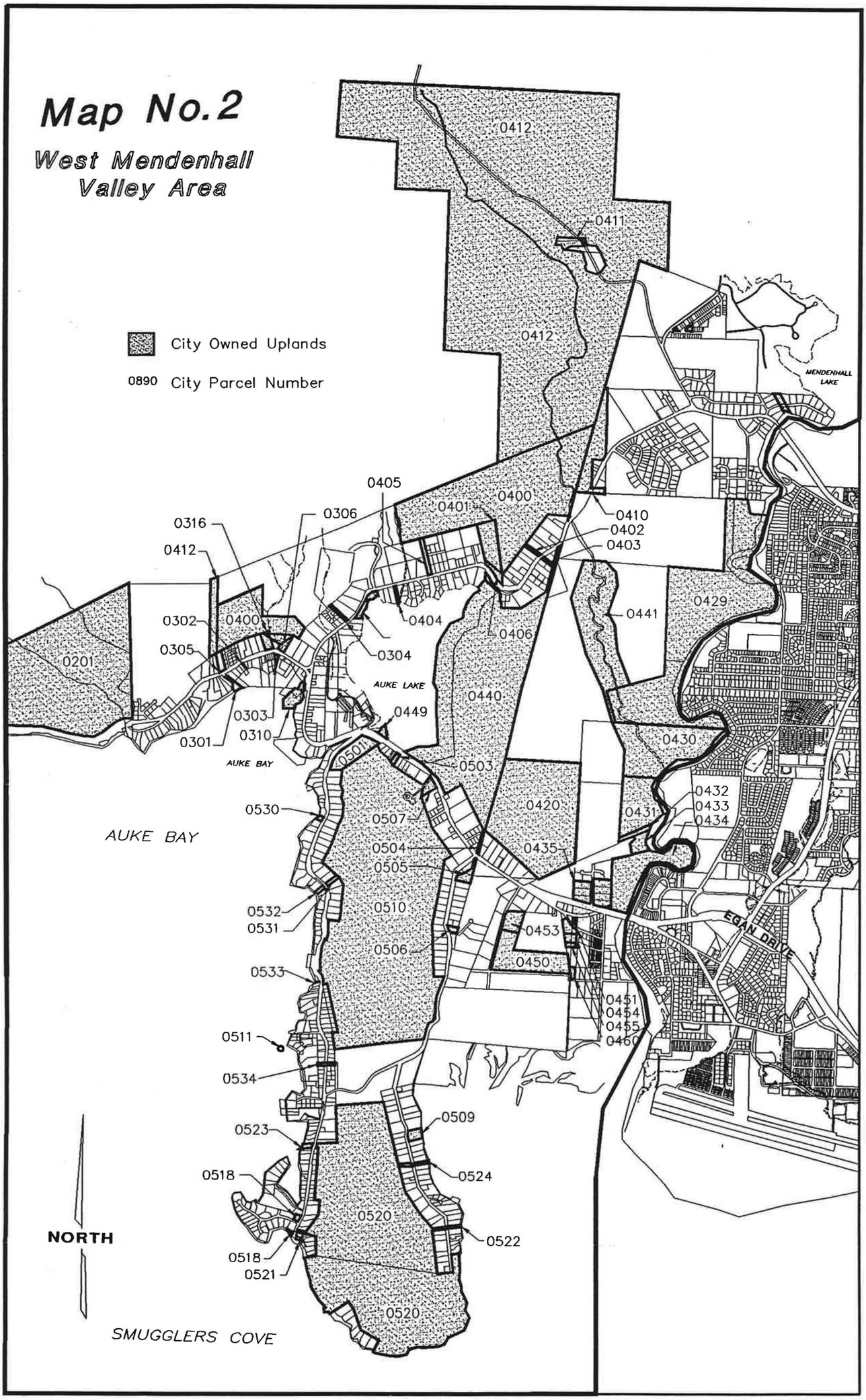
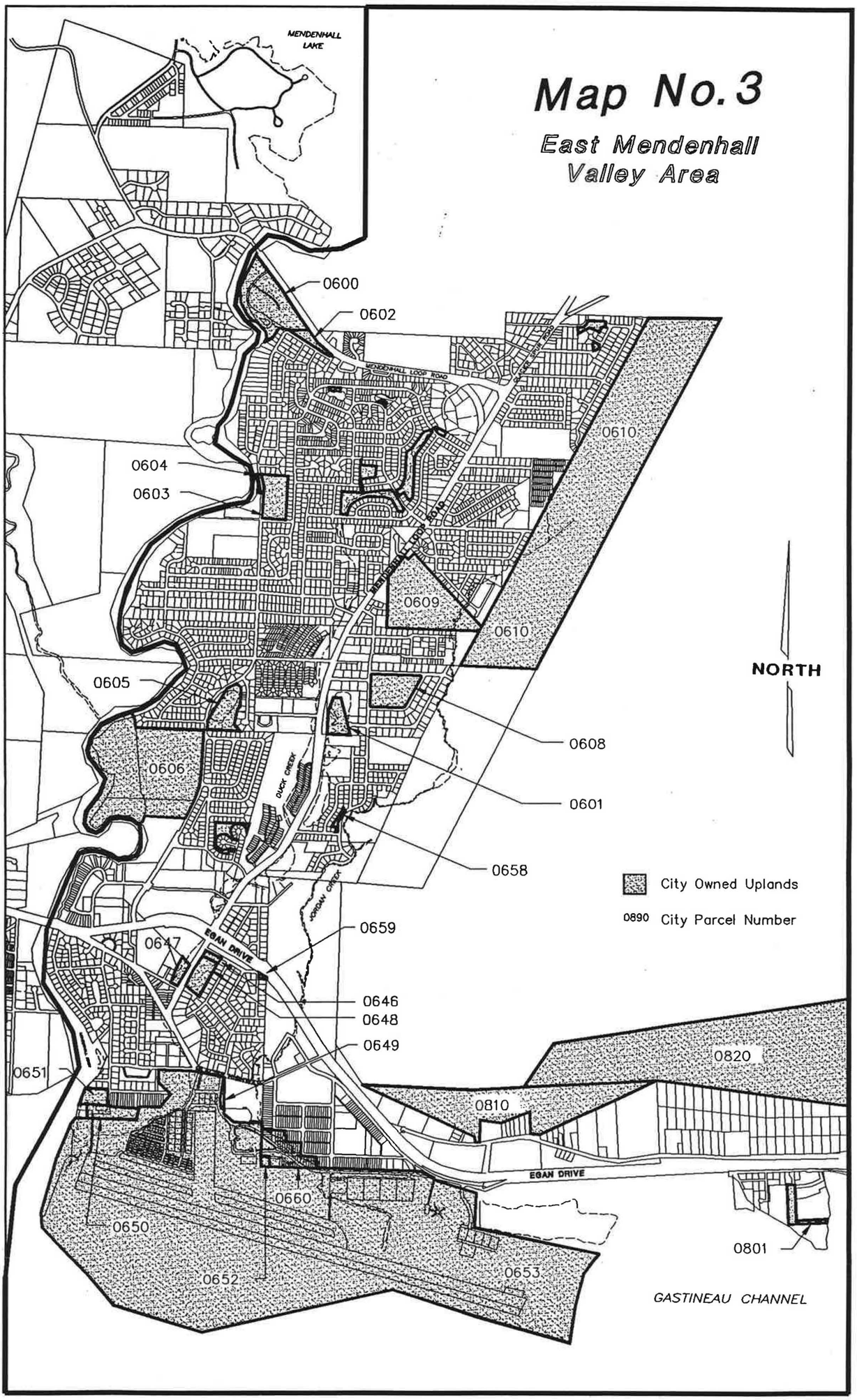
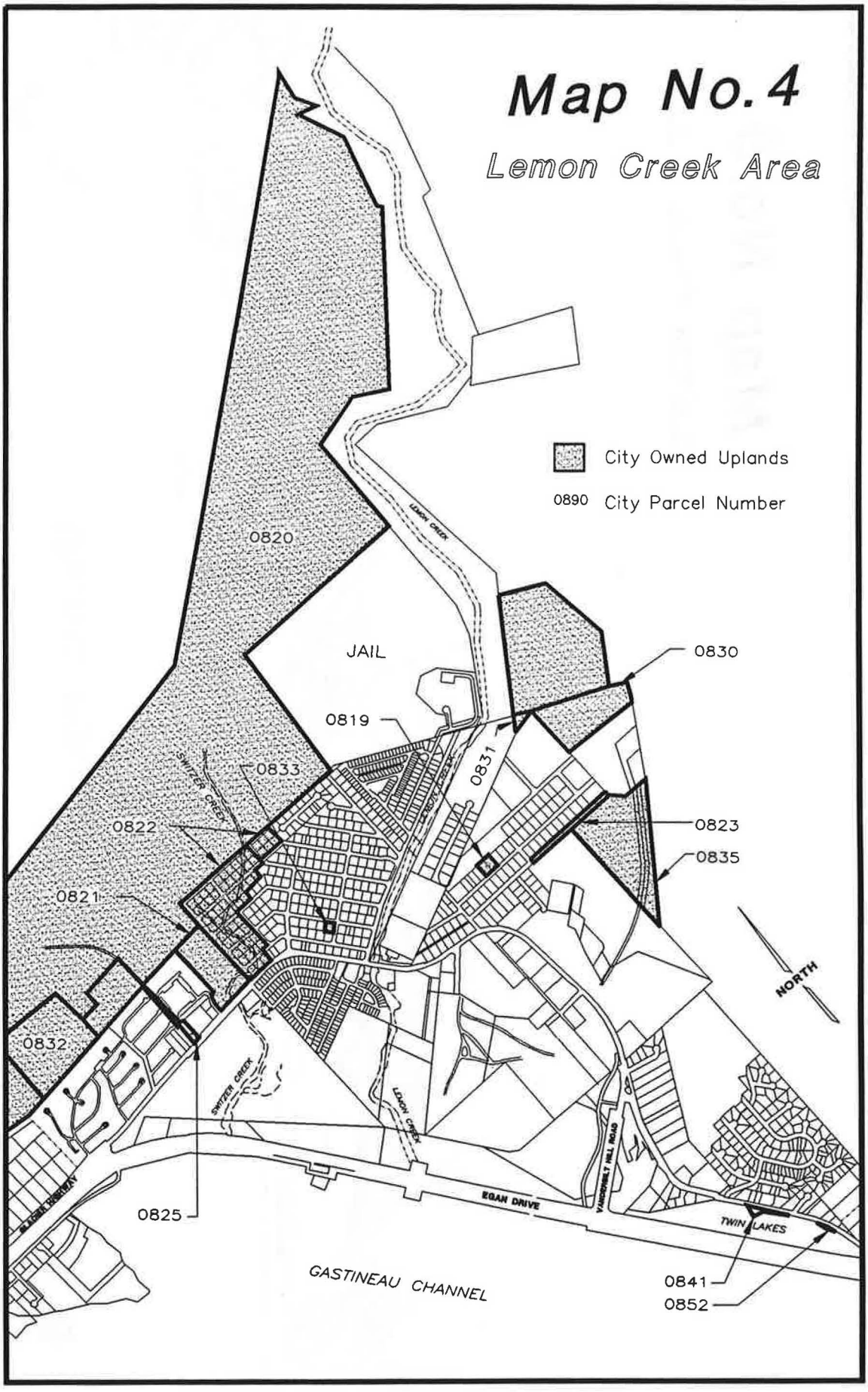
Study Area Boundary
Map No.6
Juneau
North Douglas
Map No.9
Rock Dump
West Juneau
Map No.7
Douglas
Map No.8
Prepared by:
Community Development Department


Map No.1
Lena Point Area
0007
0104
0103
0102
0106
0107
0101
0105
0118
FAVORITE CHANNEL
TEE HARBOR
0114
0110
0119
0108
0113
0109
0111
0112
0121
City Owned Uplands
0890 City Parcel Number
NORTH
LENA COVE
0131
0133
0130
0157
0134
0135
0156
0136
0132
0155
0152
0153
0151
0150
0158
0154
FAVORITE CHANNEL
GLACIER HIGHWAY
0201
0210
AUKE BAY
0202
0203
INDIAN COVE

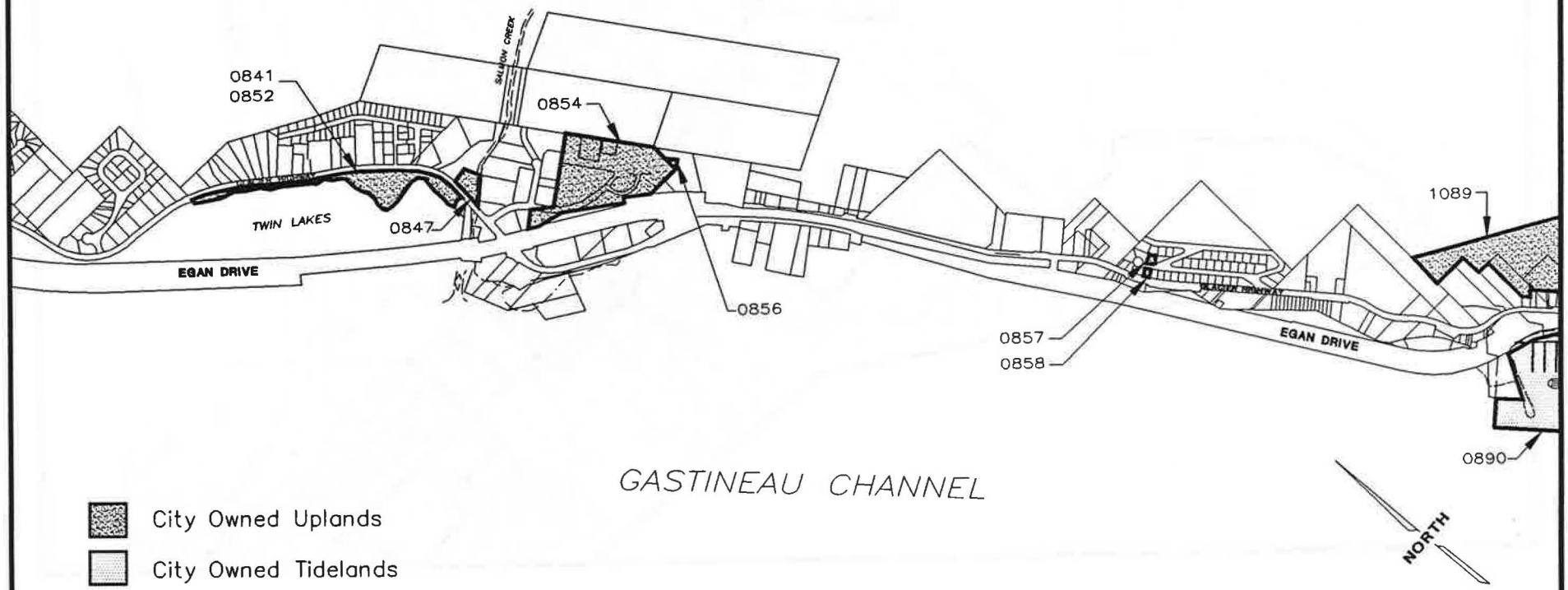

Map No.2
West Mendenhall Valley Area
City Owned Uplands
0890 City Parcel Number
0412
0411
0412
MENDENHALL LAKE
0405
0401
0400
0306
0316
0412
0410
0402
0403
0429
0441
0302
0400
0404
0406
0305
0304
0201
AUKE LAKE
0440
0303
0449
0310
0301
0430
AUKE BAY
0501
0503
0530
0507
0420
0431
0432
0433
0434
AUKE BAY
0504
0505
0435
0532
0531
0510
0453
EGAN DRIVE
0506
0450
0533
0451
0454
0455
0460
0511
0534
0509
0523
0524
0518
0520
0522
0518
0521
0520
NORTH
SMUGGLERS COVE


Map No.3
East Mendenhall Valley Area
MENDENHALL LAKE
0600
0602
0610
0604
0603
0609
0610
NORTH
0605
0608
0606
0601
0658
City Owned Uplands
0890 City Parcel Number
0659
0647
0646
0648
0649
0820
0651
0810
EGAN DRIVE
0660
0650
0801
0652
0653
GASTINEAU CHANNEL


Map No. 4
Lemon Creek Area
City Owned Uplands
0890 City Parcel Number
0820
JAIL
0830
0819
0831
0833
0822
0823
0835
0821
0832
0825
0841
0852
NORTH
SWITZER CREEK
LEMON CREEK
EGAN DRIVE
VANDERBILT HILL ROAD
TWIN LAKES
GASTINEAU CHANNEL

Map No.5

Salmon Creek Area



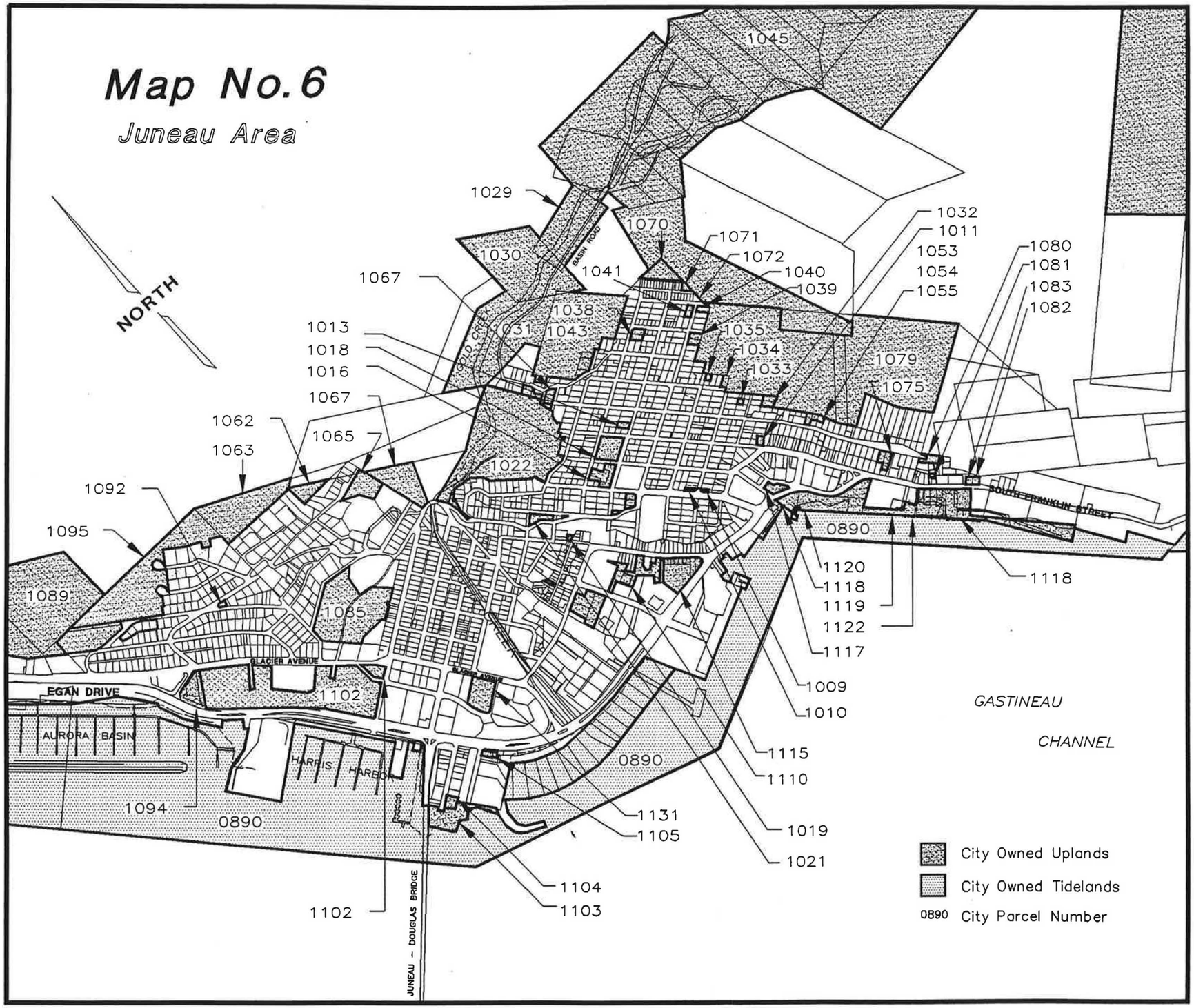
City Owned Uplands

City Owned Tidelands

0890 City Parcel Number

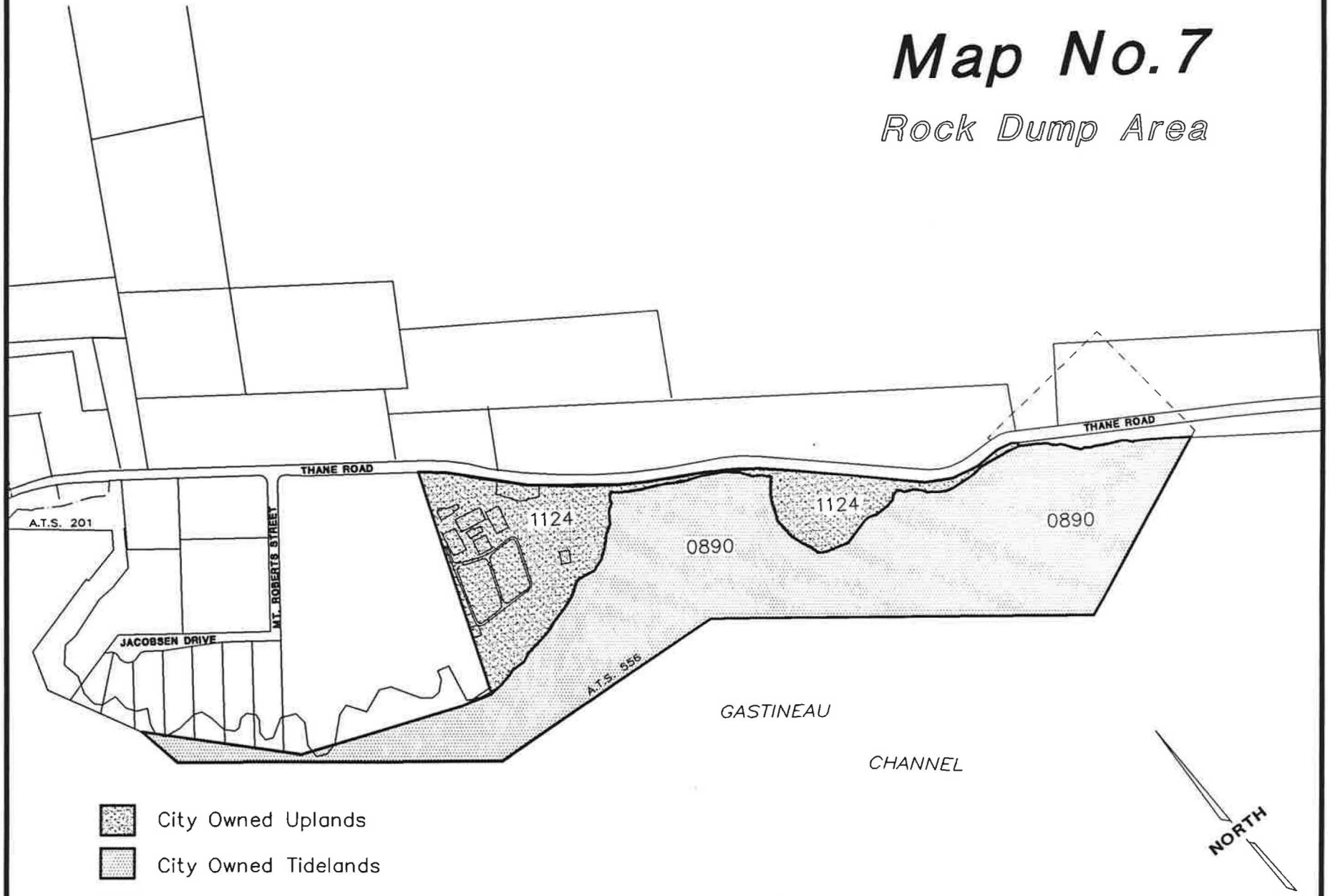
Map No.6

Juneau Area



Map No. 7

Rock Dump Area



Map No.8

Douglas Area

City Owned Uplands

City Owned Tidelands

0890 City Parcel Number

GASTINEAU

CHANNEL

NORTH

A.T.S. 14

1232

1252

1257

1234

1232

1233

FIRST STREET

1235

BAYVIKO RD.

1260

1251

1221

SECOND STREET

1220

1218

DOUGLAS HIGHWAY

1260

THIRD ST

1236

1230

1275

1256

1238

ST. ANNS AVE

1279

CROW HILL DRIVE

K STREET

F STREET

1228

FIFTH STREET

1229

1239

1247

1227

SIXTH STREET

1249

1225

1223

1224

1222

1219

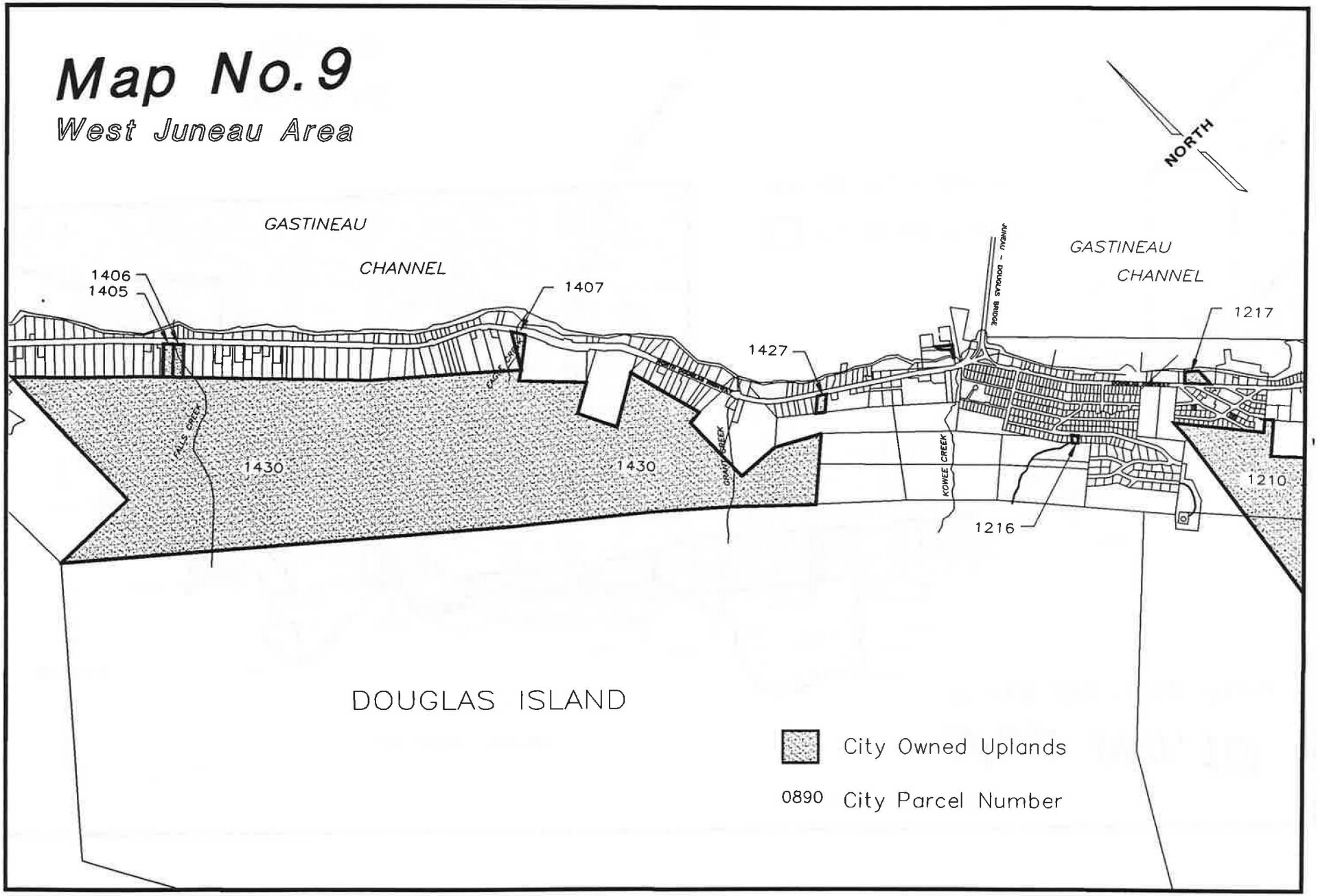
LAWSON CREEK

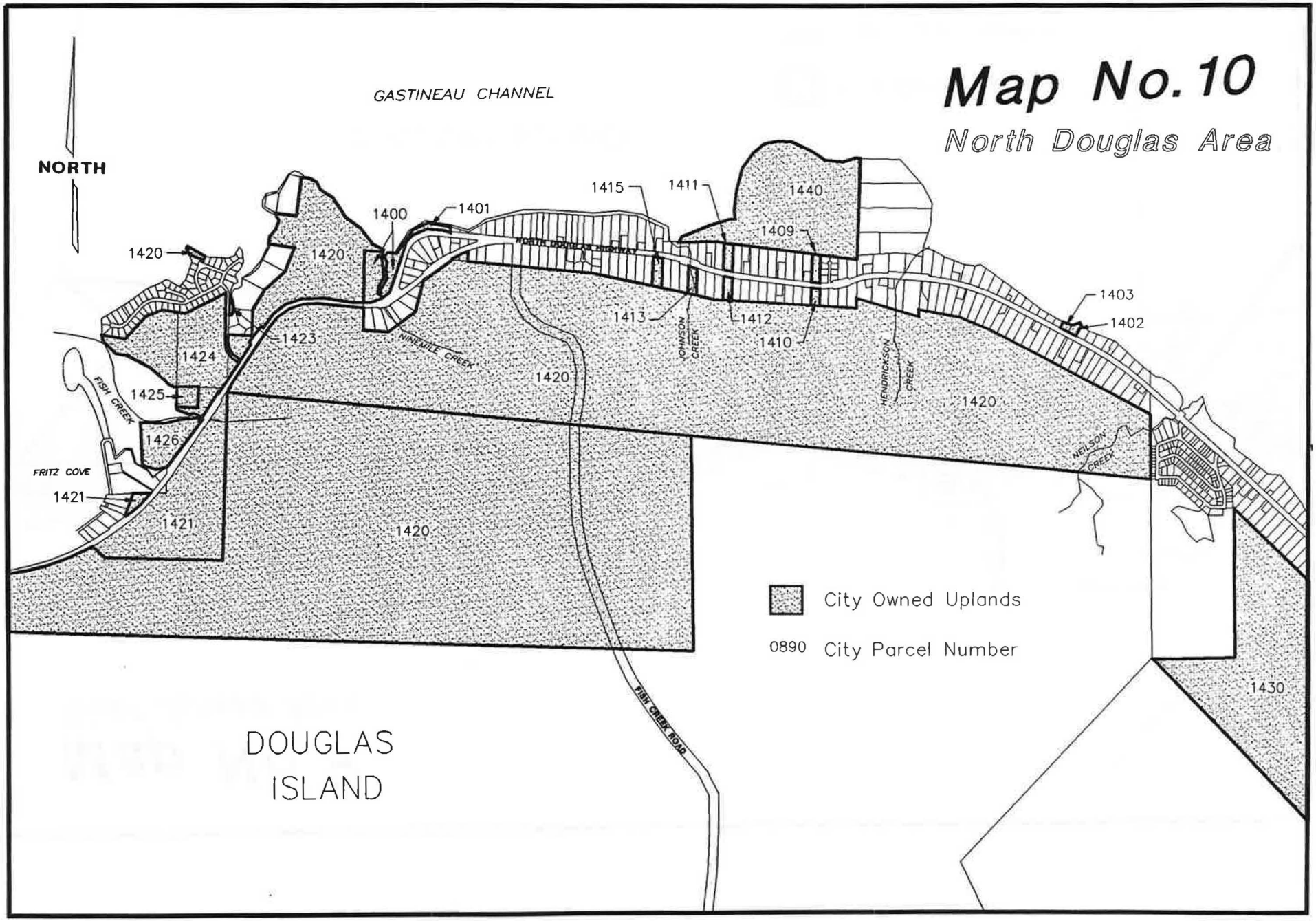
BEAR CREEK

1291

1291

1210


Map No.9
West Juneau Area
NORTH
GASTINEAU
CHANNEL
GASTINEAU
CHANNEL
1406
1405
1407
1427
1217
1430
1430
1210
1216
FALLS CREEK
GRANT CREEK
KOWEE CREEK
JUNEAU - DOUGLAS BRIDGE
DOUGLAS ISLAND
City Owned Uplands
0890 City Parcel Number


Map No. 10
North Douglas Area
GASTINEAU CHANNEL
NORTH
1420
1400
1401
1415
1411
1440
1409
1403
1402
1413
1412
1410
1423
1424
1425
1426
1421
1420
1430
NINEMILE CREEK
JOHNSON CREEK
HENDRICKSON CREEK
NEILSON CREEK
FISH CREEK
FRITZ COVE
FISH CREEK ROAD
DOUGLAS ISLAND
City Owned Uplands
0890 City Parcel Number

Land Disposal Program: Site Selection Process

Initial Screening Process

Initially, a broad screening process was applied to CBJ lands to identify properties that would be appropriate for disposal. The following criteria were considered during this first stage of the review:

- **Study Area.** Only lands located within the study area were considered. Lands outside the study area are a significant distance from urban services and will not be suitable for community expansion until the population significantly increases and the services have been extended to those areas.

- **Reserved Use Lands.** Generally, lands classified Reserved Use were not considered for disposal. These lands are typically the most distant from the community infrastructure and services; for this reason much of the Reserved Use land is also outside the study area. Due to the recent extension of city water, two parcels previously classified Reserved Use are now deemed suitable for reclassification to Residential Use and consideration in the land disposal program. Those parcels are located at Lena Point and Mendenhall Peninsula.

- **Retained Lands.** Lands that serve an existing or proposed public purpose were not considered for disposal. Those properties are commonly described in this report as "retained lands." Examples of CBJ retained lands are the parks and ballfields, schools, airport facility, and hospital.

- **Residential Use Lands.** Lands classified or proposed to be reclassified Residential Use were considered for disposal.

- **Guiding Policies.** The policies outlined in the Code and the Comprehensive Plan, as previously discussed, helped guide the selection of parcels for disposal.

- **Miscellaneous Parcels.** The CBJ owns over two hundred miscellaneous parcels acquired over many years. Most were acquired for a specific public purpose. However, in some instances, such as in tax foreclosure proceedings, the CBJ acquired property that serves no public use and would be more suitable in private ownership.

Table 3, CBJ Lands Available for Disposal, shows the results of the initial screening process, a list of CBJ-owned lands suitable for disposal.

Table 3

CBJ LANDS AVAILABLE FOR DISPOSAL

GENERAL LOCATION	PARCEL #	LEGAL DESCRIPTION	ACRES	ZONING	Classification/Reclassification Required	Mental Health Trust Lands
Lena Point	136, 156	Lots 4, 4A, & 6, U.S.S. 3809	143.13	D-3	●	
Indian Cove	202	Portion of Lot 2, U.S.S. 3810	1.54	D-3 (T), D-5		
Auke Lake	400	Portion of Lot 3, U.S.S. 3820	170	D-1 (T), D-5		
	401	Lot 1, U.S.S. 3820	9.82	D-1 (T), D-5		●
	420	U.S.S. 3873	121.56	D-1 (T), D-5		●
	440	U.S.S. 3406	227	D-1 (T), D-5		
Mendenhall Peninsula	501	Lot 1, U.S.S. 3832	11.17	D-1(T), D-3		●
	506	Lot 20, U.S.S. 3260	0.96	D-1 (T), D-3		●
	509	Lot 10, U.S.S. 2901	2.32	D-1	●	
	510	Lot 1, U.S.S. 3817	416.66	D-1 (T), D-3		●
	520	Lot 3, U.S.S. 3816	349.61	RR	●	●
East Mendenhall Valley	604	Lot 3, Block D, Forest Grove Subdivision	0.22	D-5		
	605	Lot 7, Block F, Golden Nugget Subdivision	0.30	D-5	●	
Thunder Mountain	610	Portion of Lot 2, U.S.S. 5504	249	D-5*		
Lemon Creek/Switzer	810	U.S.S. 3801	64.94	D-5, D-15		
	820	Lot 3, U.S.S. 5504	736.75	D-5, D-15		
	832	Lot 6, U.S.S. 5504	17.22	D-15		
Juneau Townsite	1008	Lot 5, Block 5, Juneau Indian Village	0.05	D-18	●	
	1009	Fraction of Lot 8, Block 2, Juneau Townsite	0.04	MU	●	
	1019	Lot 1, Block 31, Juneau Townsite	0.05	D-10	●	

* Rezoning will be required for mobile home development

CBJ LANDS AVAILABLE FOR DISPOSAL

GENERAL LOCATION	PARCEL #	LEGAL DESCRIPTION	ACRES	ZONING	Classification/Reclassification Required	Mental Health Trust Lands
Juneau Townsite	1033	Fraction of Lot 3, Block 104, Juneau Townsite	0.05	D-10	●	
	1053, 1054, 1055	Fractions of Lots 1 & 2, Blocks R & S, Juneau Townsite	0.23	D-10	●	
	1065	Tract 33, Irwin Addition	1.06	D-5	●	
	1075	N.E. 1/2 Lot 7, Lots 8 & 9, Block 2, Pacific Coast Addition	0.29	MU	●	
	1080	Lot 1, Block 2, 7-A Addition	0.32	MU	●	
	1082, 1083	Lots 1 & 2, Block 6, 7-A Addition	0.17	MU	●	
	1092	Fraction of Lot 7, Block H, Highlands Subdivision	0.06	D-5	●	
Douglas	1222	SW 1/2 Lot 2, Block 10, Douglas Townsite	0.12	D-5	●	
	1223	SW 1/2 Lot 3, Block 10, Douglas Townsite	0.12	D-5	●	
	1224	SW 1/2 Lot 3, Block 11, Douglas Townsite	0.12	D-5	●	
	1225	SW 1/2 Lot 4, Block 11, Douglas Townsite	0.12	D-5	●	
	1240	Lots 2, 4, 6, 7, 10, 12 & 16, Block 37, Tyee Addition, Douglas Townsite	0.79	D-5	●	
	1247	Lots 20 & 22, Block 38, Tyee Addition, Douglas Townsite, U.S. M.S. 112	1.38	D-5	●	
	1248	Fraction of Lots 1, 3, 5 & SW 1/2 Block 39, Tyee Addition, Douglas Townsite	1.87	D-5	●	
	1249	Lots 2 & 4, Block 40, Tyee Addition, Douglas Townsite	0.23	D-5	●	
	1261	Lots 70 - 83, Block 48, Douglas Townsite	1.53	D-5	●	
	1291	Mining Claims: Mayflower; Bonanza King; Taku Chief; Douglas Island; Bear's Nest; Eagle & Excelsior; portion of Tract CH, Crow Hill Subdivision	254.95	D-5 & RR	●	
North Douglas	1404	Lots 217 and 218, U.S.S. 3546	3.42	D-1		
	1430	U.S.S. 4605	654.71	RR,RR (T), D-3, D-3		●

Final Screening Process

The next step entailed further refining that list by applying a final screening process. The key purpose of this step was to identify lands which could be developed in the near future because they front existing roads and can be readily served by public utilities. The result of the final screening process was a list of lands deemed most suitable for inclusion in the Ten Year Disposal Schedule. The following criteria were applied during the final screening process:

- **Mental Health Trust Lands.** Mental Health Trust Lands were not included in the Ten Year Disposal Schedule. Despite indications of the potential resolution of the lengthy court case on this issue, it was decided to not include these lands in the ten year schedule until the status of these lands is certain.

- **Planned Improvements.** Parcels of land which might be more efficiently developed at a later date due to planned improvements, such as construction of a by-pass road or the major expansion of utilities, were either not included in the ten year disposal list or were scheduled to occur in the last five years.

- **Subdividing.** CBJ parcels that can be readily subdivided were slated for early sale, while those that require substantial public improvements prior to subdividing, were scheduled later in the ten year disposal program or not included. Miscellaneous CBJ-owned parcels are scheduled for sale during the first year.

The final screening process resulted in the identification of the following CBJ properties which are considered most suitable for disposal during the next ten years:

- **Lena Point**
- **Fred Meyer**
- **Douglas**
- **Windfall Avenue**
- **Thunder Mountain**
- **Switzer Creek**
- **Auke Lake**
- **Several Miscellaneous Properties**

The following pages include descriptions and maps of each of the parcels proposed for disposal during the next ten years. These descriptions are based on field notes and initial research completed for each parcel. The maps of the large parcels show entire CBJ- owned tracts; not all of that land is intended to be sold. Within each of those parcels, land will be set aside for trails, greenbelts and open spaces, schools, and other public needs. Land unsuitable for development due to high-value wetlands, floodplains, and steep slopes will also be retained in public ownership.

Site Descriptions and Maps

LENA POINT: PARCEL DESCRIPTION

Legal Description: Lots 4 & 4A, U.S.S. 3809, T.40S. R.64E., Sec. 13 & 24 & Lot 6, U.S.S. 3809, T.40S. R.65E., Sec. 19; T.40S. R64E., Sec. 24

Zoning: D-3, residential

Acreage: 143.13 acres

Topography: Moderate slopes rise to a bench at the top of Lena Point. Steep slopes are found along the western portion of the site, adjacent to Lena Loop Road.

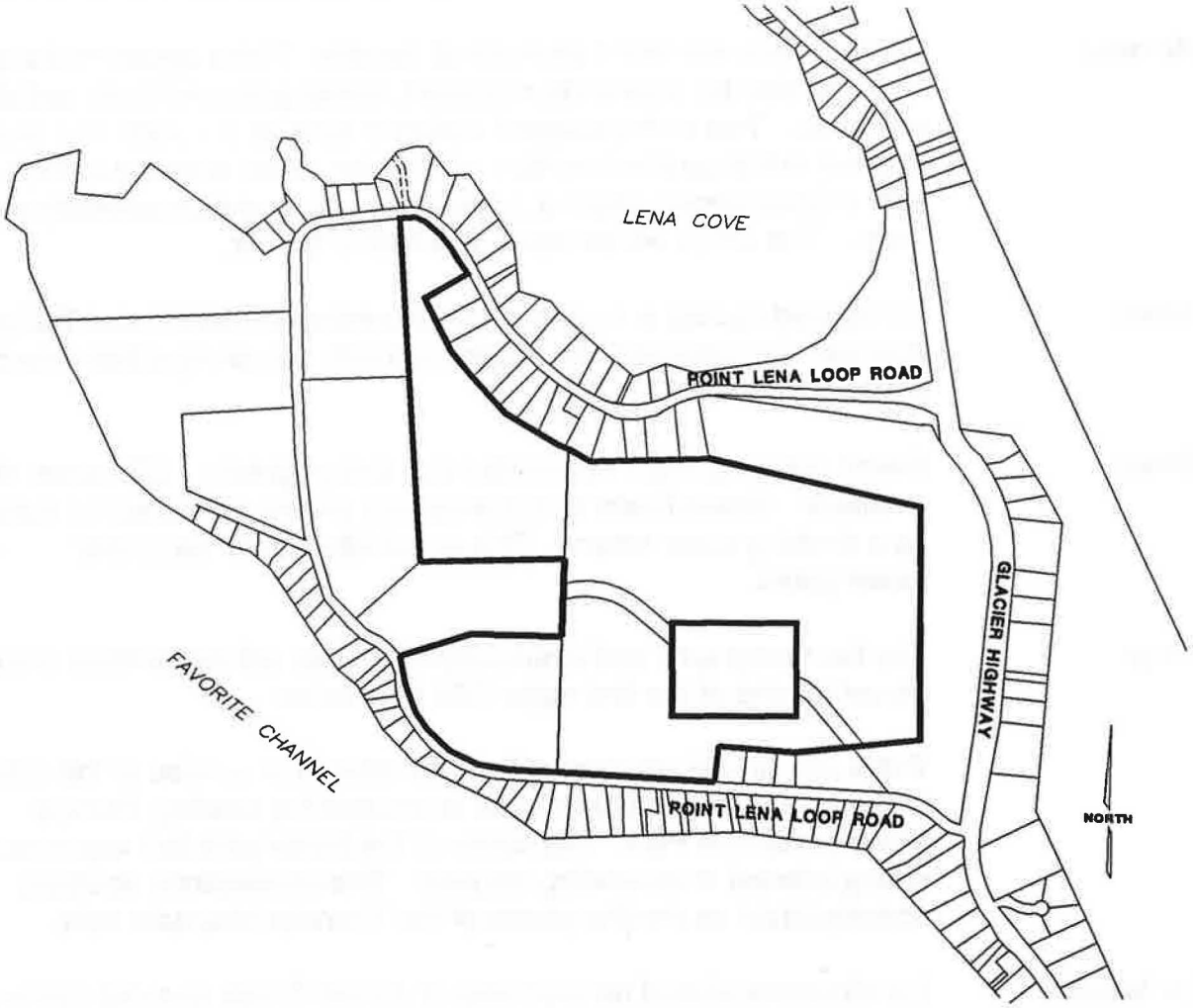
Wetlands: The Army Corps of Engineers representative indicated the wetlands at this site appear to be due to isolated areas of poor drainage rather than a significant wetland system. A nationwide permit might be possible if the site meets other criteria, including an acreage limitation.

Access: The existing unpaved road from Point Lena Loop Road up to the State land on top of the ridge would provide good access to surrounding CBJ land located in the interior of Lena Point. It may be possible to negotiate access across the State land as part of the CBJ's project to subdivide and sell interior lots. Another alternative access route that should be examined is direct access from Glacier Highway.

Utilities: Although municipal water is available at Lena Point, the elevation of the site may require pumping water to portions of the new subdivision. As a related issue, Montgomery Watson engineering has indicated a water reservoir might be needed at the top of Lena Point for expansion of the municipal water system to Tee Harbor. Another concern is the potential impact of new development on existing, private water systems of those residents who have not connected to municipal water.

The municipal sewer system does not extend to Lena Point. Options for on-lot waste disposal or a community sewer outfall should be examined for their suitability at this location.

Timing: A single tier of lots along the existing road could be subdivided now and sold as a first phase of development. A subsequent sale could occur after interior lots had been subdivided. It may be beneficial to design the entire subdivision now so that the layout of the first phase of lots would be incorporated into the larger development design.


LENA COVE
POINT LENA LOOP ROAD
GLACIER HIGHWAY
FAVORITE CHANNEL
POINT LENA LOOP ROAD
NORTH

LENA POINT

THUNDER MOUNTAIN: PARCEL DESCRIPTION

Legal Description: Eastern portion of Lot 2, U.S.S. 5504, T.40S. R.66E., Sec. 17 & 20

Zoning: D-5

Acreage: 130 Acres

Topography: Topography is flat, which is favorable to the development of this site.

Wetlands: Large spruce are found on much of the site. There appear to be ample opportunities for upland development, working around fairly well defined wetlands. Two of the mapped wetlands (one at the north end and another in the southern portion of the site), when checked in the field with a Corps representative, appeared to be located incorrectly on the maps. The Corps will research this matter further.

Access: Developed access is available via Threadneedle Street and Trafalgar Avenue. Construction of a single road with lots along either side of it appears possible.

Utilities: Sewer pumping might be needed due to topography. CBJ water is available. Groundwater in this area was previously tested for suitability as a drinking water source. This possibility should be further investigated.

Timing: The flat topography and availability of utilities will make this a prime parcel for one of the first major CBJ land sales.

There are virtually no available trailer spaces in Juneau at this time. A portion of this site could be used to expand the existing Thunder Mountain Mobile Park. The owner of the trailer park has expressed a strong interest in expanding the park. This conveyance could be accomplished as the first phase of the Thunder Mountain sale.

Other Issues: Development should be kept west of Jordan Creek to avoid avalanche areas as well as wetlands.

Tlingit-Haida Regional Housing Authority is interested in constructing low income housing on a portion of the site, north of the trailer park. This would be the first phase of the Thunder Mountain sale.



THUNDER MOUNTAIN

FRED MEYER: PARCEL DESCRIPTION

Legal Description: U.S.S. 3801

Zoning: D-5 & D-15, residential

Acreage: 44.94 acres

Topography: Field checks were made at two points, north and east of the old rock quarry and north of the private property at the terminus of Glacier Highway near the McDonald intersection. Observations north and east of the old quarry revealed consistent, moderate slopes toward Glacier Highway. No benches were observed. A series of deep ravines dissect the site in a direction perpendicular to the highway.

The CBJ property located behind the private property near the McNugget intersection consists of gentle to moderate slopes.

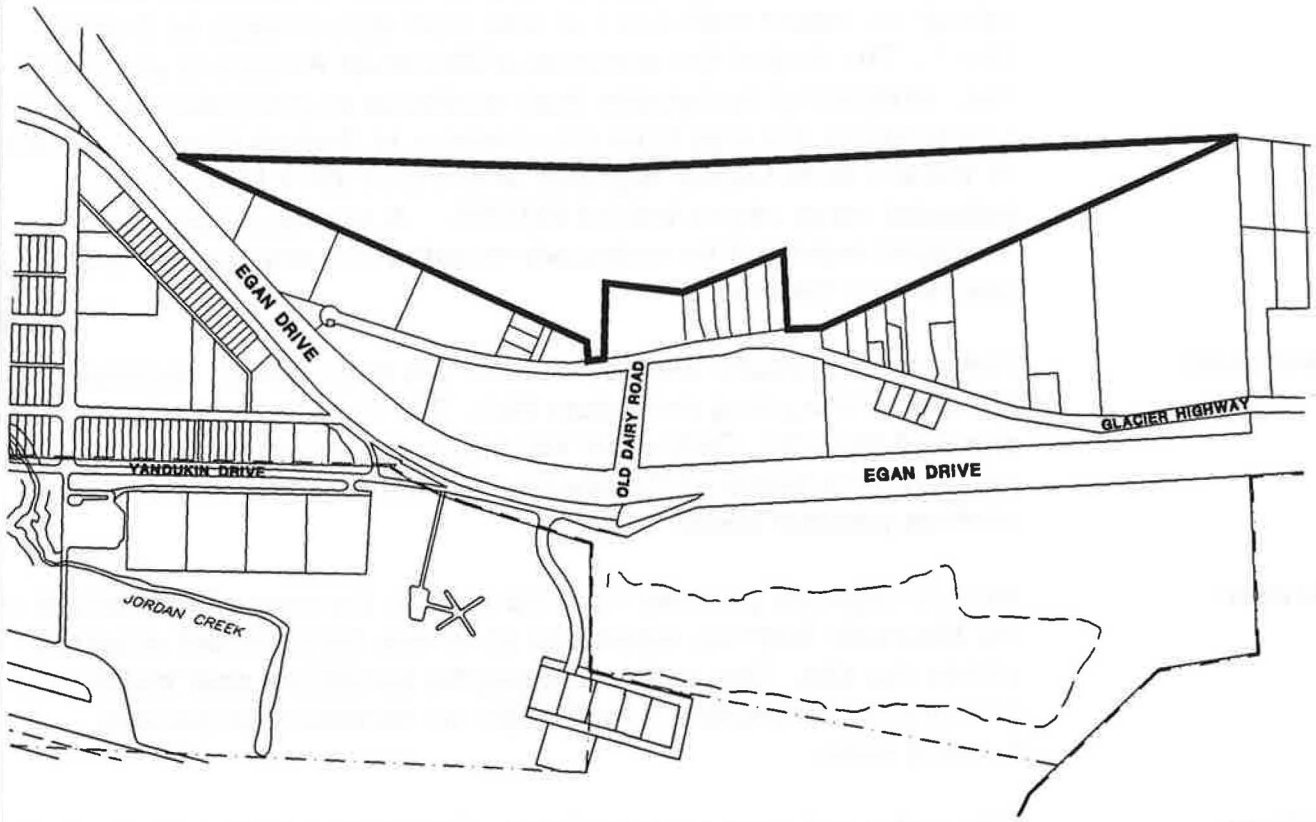
Wetlands: This site has not been field checked for wetlands. Like the Switzer Creek site, the Corps will examine this site after CBJ staff have narrowed the review by eliminating the obvious problem areas.

Access: Three potential access points were field checked; only one was found to be a suitable grade. The large parcel of CBJ land abuts the Glacier Highway near the Old Dairy road. This site was observed from the road and determined to be too steep to use for access. A third access point was examined near the McNugget intersection; this area consists of gradual slopes and good access is possible. However, access to CBJ land requires first crossing private property adjacent to Glacier Highway.

Utilities: City water and sewer are available in the Glacier Highway right-of-way.

Joint Development: Joint development of the western portion of the CBJ land and adjacent privately-owned land at the terminus of Glacier Highway should be evaluated. Access across the private property would be a critical component in developing the CBJ property beyond.

Other Issues: This property would be suitable for multi-family housing.


EGAN DRIVE
OLD DAIRY ROAD
GLACIER HIGHWAY
YANDUKIN DRIVE
EGAN DRIVE
JORDAN CREEK

FRED MEYER

SWITZER CREEK: PARCEL DESCRIPTION

Legal Description: Lots 3 and 6, U.S.S. 5504

Zoning: D-5 & D-15

Acreage: 753.97 acres

Topography: Two areas were field checked: the terminus of Mountain Avenue (along the nature trail) and the area from the reservoir to Switzer Creek. The area at the terminus of Mountain Avenue is generally flat. Undulating topography from moderate to steep slopes characterizes the area from the reservoir to Switzer Creek. A view of the site from Glacier Highway at the DOT/PF 7 Mile facility indicated steep slopes behind DOT/PF. A significant amount of additional work will be necessary to determine any suitable building sites within this parcel.

Wetlands: There are significant wetlands within this large parcel, particularly in the area surrounding the nature trail. The Corps has not field checked this site. Field work will be conducted after staff have narrowed the scope of the review, eliminating some of the most obvious problem areas.

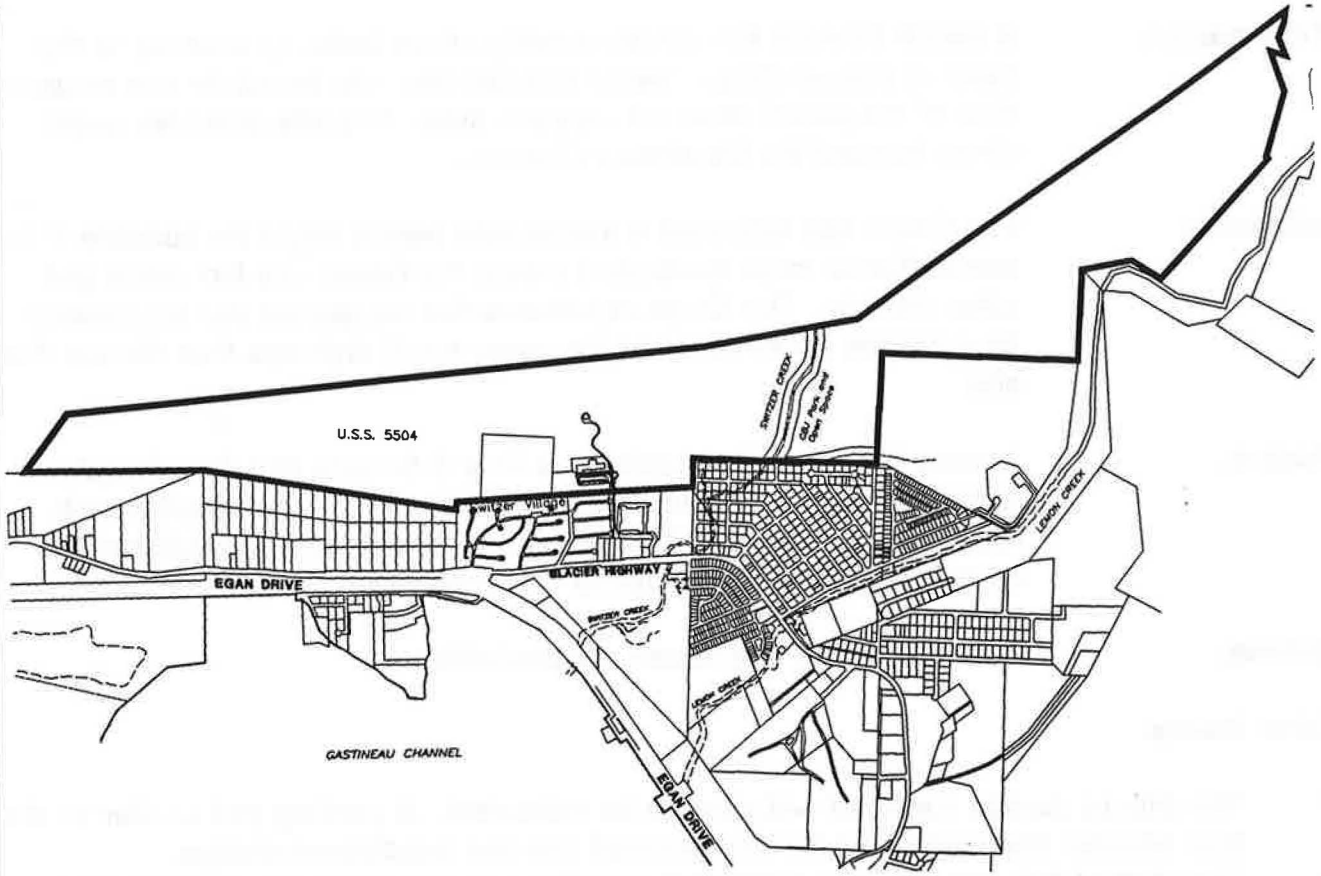
Access: Access might be possible from the road to the new middle school or via Mountain Avenue, depending on where development occurred within this site. Due to the topographic conditions near the middle school site, a switchback road might be necessary to develop building sites.

Utilities: City water and sewer are available. However, a higher reservoir or pumping system will be needed to provide water to portions of the site.

Other Issues: The existing nature trail will need to be protected.

The Taku Conservation Society has requested that the old growth forest within the Lemon Creek Valley be protected as subdivision plans develop.

A significant amount of noise from Egan Expressway was noted near the middle school road.



SWITZER CREEK

DOUGLAS: PARCEL DESCRIPTION

Legal Description: Mining Claims-Mayflower, Bonanza King, Taku Chief, Douglas Island, Bear's Nest, Eagle and Excelsior, and a portion of Tract CH Crow Hill Subdivision

Zoning: D-5 & D-15, Residential

Acreage: 254.95 Acres

Topography: A bench beyond 6th Street would provide building sites up to the base of a steep ridge. Better topography was found on the eastern side of the parcel than the western side. The site provides good views toward the Gastineau Channel.

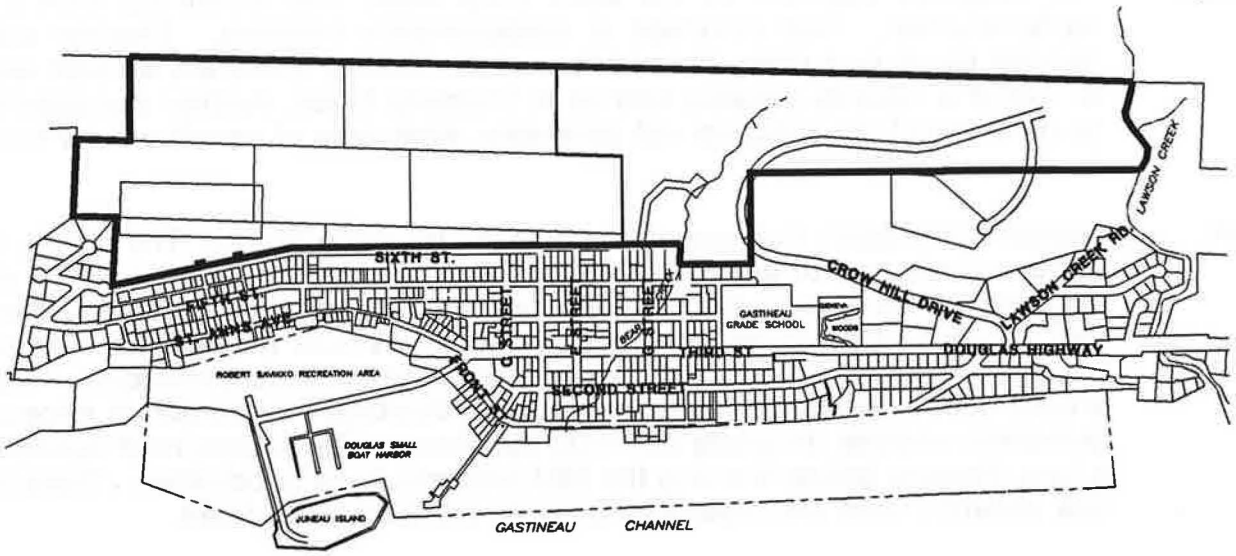
Wetlands: The Corps has indicated a nationwide permit might be possible if the wetland area to be developed meets the Corps size limitation and other criteria. The Corps representative suggested the subdivision be designed so as to avoid the many small drainage that dissect the site.

Access: Access to the site is possible via D or E Streets and Alta Street (Linellen Heights Subdivision). A portion of the proposed bench road crosses the site. The location of the bench road will need to be more clearly defined during the subdivision design.

Utilities: Both city water and sewer are available.

Other Issues:

- The Mount Jumbo trailhead will need to be relocated. A parking pad similar to the Dan Moeller trailhead could be incorporated into the subdivision design.
- The platted 6th lots are very small and should be re-subdivided to create larger lots.
- Additional research is needed regarding the subdivision's impact on drainage.
- Echo Bay owns the subsurface rights.
- It might be possible to use rock from the site in development of the subdivision. This needs further investigation.
- Some mining remnants are found on the property
- The Crow Hill site may also have recreational values to be considered in the development of the site.


SIXTH ST.
FIFTH ST.
ST. JAMES AVE.
ROBERT SAMUDIO RECREATION AREA
DOUGLAS SMALL BOAT HARBOR
JUNEAU ISLAND
FRONT ST.
SECOND STREET
GASTINEAU GRADE SCHOOL
THIRD ST.
CROW HILL DRIVE
LAWSON CREEK RD.
LAWSON CREEK
DOUGLAS HIGHWAY
GASTINEAU CHANNEL

DOUGLAS

AUKE LAKE: PARCEL DESCRIPTION

Legal Description: U.S.S. 3406, land east side of Auke Lake (Pederson Hill)T.40S. R.65E., Sec. 13,23,24,25 & 26

Zoning: D-1 (T) D-5, Residential

Acreage: 227 Acres

Topography: This large parcel extends from the Back Loop Road on the north to Glacier Highway on the south. The property lies east of Auke Lake and west of extensive University of Alaska land holdings. From Glacier Highway, the land rises in a series of benches which would provide building sites. Excellent views are available from the top of the ridge. Additional topographic information will be necessary.

Wetlands: The property adjacent to the Back Loop Road was examined with a Corps representative. Tree coverage is predominantly hemlock. Shallow soils and bedrock cause poor drainage but it is unclear whether these are isolated wetlands or part of a system, possibly related to Montana Creek. Further investigation will be needed and the outcome will determine what type of permit will be necessary to allow development.

Access: Access from Glacier Highway is possible via Hamilton Street. The nearby church driveway appears to be located in the CBJ right-of-way; this would be another potential access route to the CBJ land behind. Additional topographic information will be needed to design the access road to ascend the benches. It may be desirable to use a loop configuration to gain the necessary elevation. This road would need substantial improvement and additional information is necessary to determine whether the grade will meet standards. The access road would extend a long distance before reaching the CBJ property to be subdivided. There is good site distance from the unpaved road onto the Back Loop Road.

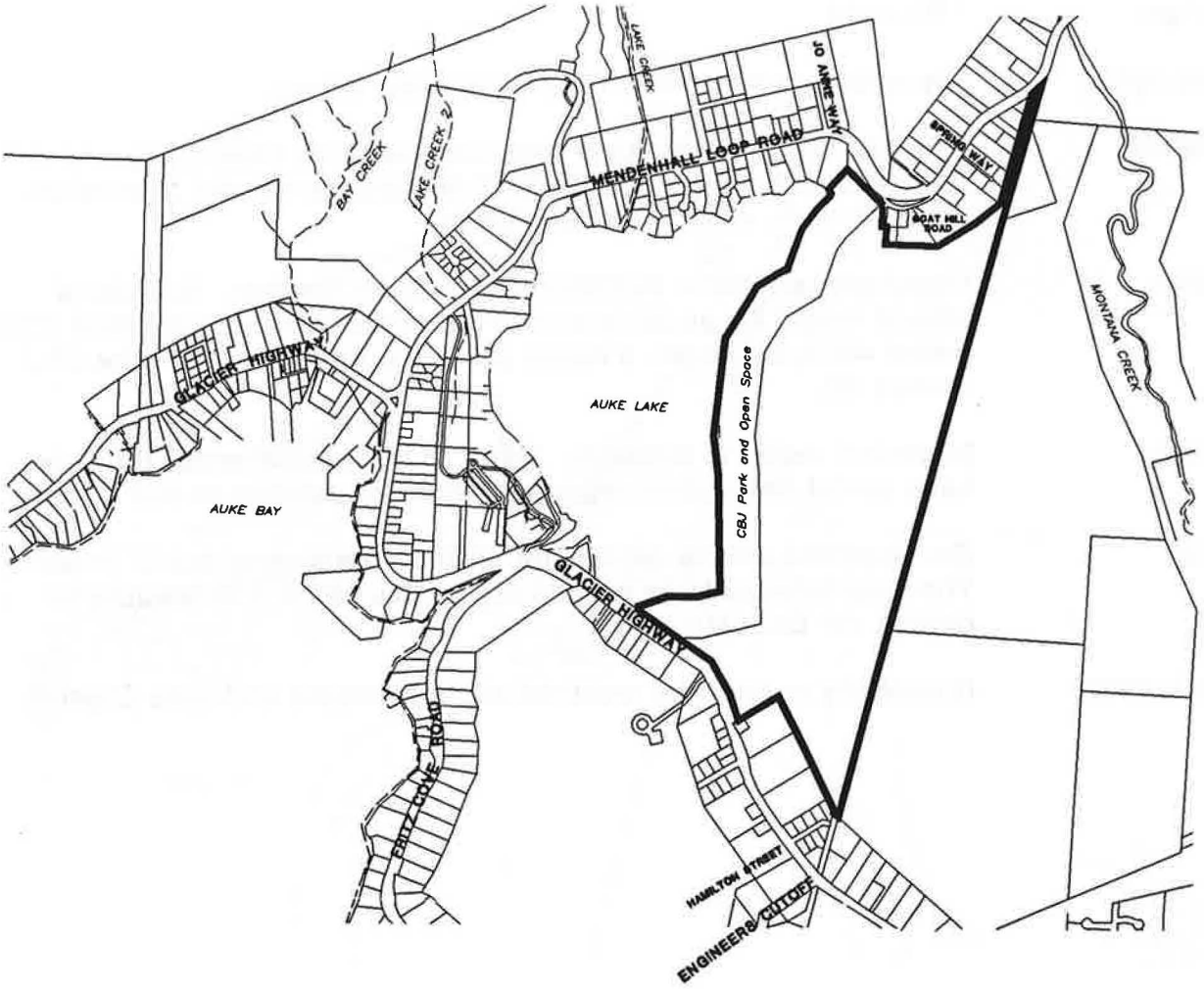
Utilities: Development of this site may require the construction of a new water reservoir or installation of pumps in order to develop sufficient pressure in the water system to deliver water to the lots at the top of the ridge.

The Auke Lake site will probably need to be linked to a new sewer line which extends from the west rather than connect to the east valley system.

Other Issues: The potential large-scale development of this area may be enhanced by developing the CBJ-owned land in conjunction with adjacent university-owned property.

The school district is interested in reserving an elementary school site somewhere within this large parcel due to the potential for substantial residential development of the CBJ and university lands.

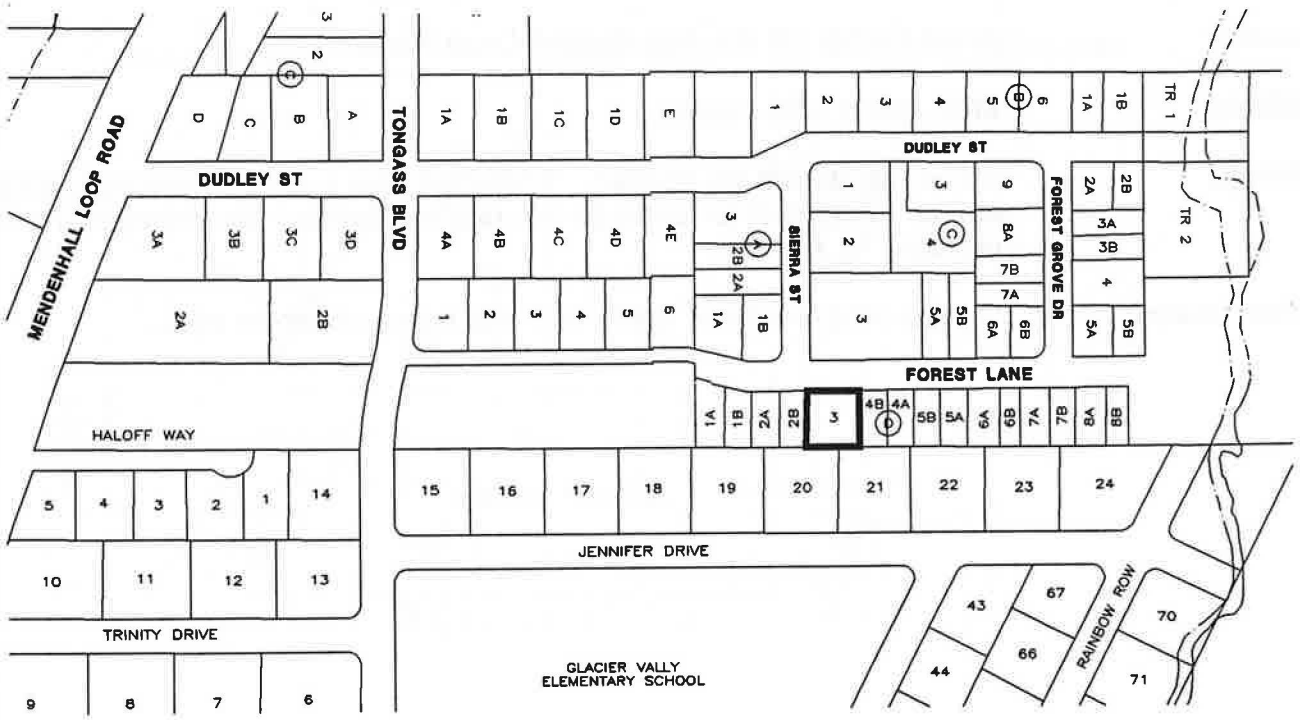
A by-pass from the Mendenhall Loop Road to the Glacier Highway may be feasible and should be considered in the development plan.


LAKE CREEK
JO AIKE WAY
BAY CREEK
LAKE CREEK 2
MENDENHALL LOOP ROAD
SPRING WAY
BOAT HILL ROAD
MONTANA CREEK
GLACIER HIGHWAY
AUKE LAKE
CBJ Park and Open Space
AUKE BAY
GLACIER HIGHWAY
PRIZ COVE ROAD
HAMILTON STREET
ENGINEERS CUTOFF

AUKE LAKE

FOREST LANE: PARCEL DESCRIPTION

Legal Description:	Lot 3, Forest Grove Subdivision
Zoning:	D-5, Residential
Acreage:	9,462 sq. ft.
Topography:	Level
Wetlands:	No wetlands have been identified
Access:	Forest Lane
Utilities:	Public water and sewer
Timing:	No impediments to disposal


MENDENHALL LOOP ROAD
DUDLEY ST
TONGASS BLVD
DUDLEY ST
SIERRA ST
FOREST GROVE DR
FOREST LANE
HALOFF WAY
JENNIFER DRIVE
TRINITY DRIVE
GLACIER VALLY
ELEMENTARY SCHOOL
RAINBOW ROW

FOREST LANE

GASTINEAU 1: PARCEL DESCRIPTION

Legal Description:	Lots 1, Blk. 2, & A Addition
Zoning:	MU, Mixed Use
Acreage:	4,039 sq. ft.
Topography:	Flat bench in the middle of the lot, steep slopes to the front and rear.
Wetlands:	No wetlands
Access:	Gastineau Avenue
Utilities:	Public water and sewer
Timing:	May need deed restrictions due to high hazards.
Other Issues:	This site is in high hazard area and the use of the site may need to be restricted A portion may be sold as parking to the owner of an adjoining apartment building. A portion of the lot will need to be retained for a turnaround for street maintenance. A disposal of all land will preclude the extension of Gastineau Avenue.


POLICE STATION
MARINE WAY
PARKING GARAGE & LIBRARY
EWING WAY
CARROL WAY
ROSEBERRY WAY
BOROFF
MARTIN WAY
#1
U.S.S. 982
P MILL SITE
SOUTH FRANKLIN STREET

GASTINEAU 1

GASTINEAU 2, 3, & 4: PARCEL DESCRIPTION

Legal Description:	Fraction of Lots 1 & 2, Blks. R & S, Juneau Townsite
Zoning:	D-10, Residential
Acreage:	4,978, 42,489, 2,487 sq. ft.
Topography:	Very steep slopes.
Wetlands:	No wetlands
Access:	Gastineau Ave.
Utilities:	Public water and sewer.
Timing:	May need deed restrictions due to high hazards.
Other Issues:	Due to its location in a hazard area, restrictions may need to be placed on the development of the site. Also, the parcel may be combined and sold to the adjacent property owners.



GASTINEAU 2, 3, & 4

GASTINEAU 5: PARCEL DESCRIPTION

Legal Description:	Fraction of Lot 3, Blk. 104, Juneau Townsite
Zoning:	D-10, Residential
Acreage:	1,957 sq. ft.
Topography:	Steep slopes.
Wetlands:	No wetlands
Access:	No direct access; Gastineau Avenue
Utilities:	Public water and sewer.
Timing:	May need deed restrictions attached.
Other Issues:	Due to location in a hazard area and inadequate access, development restriction may be needed. It may be appropriate to sell parcel to the adjacent property owners, to be combined with their property.


FRANKLIN STREET
THIRD STREET
SECOND STREET
GOLD STREET
FIRST STREET
GASTINEAU AVENUE
FRONT STREET
SOUTH SEWARD STREET
SOUTH FRANKLIN STREET
RAWN
WAY
SEALASKA
#5
CBJ
EAST PARK

GASTINEAU 5

HIGHLANDS: PARCEL DESCRIPTION

Legal Description:	Fraction of Lot 7, Block H, Highlands Subdivision
Zoning:	D-5, Residential
Acreage:	2,602 square feet
Topography:	Moderate slope
Wetlands:	No wetlands
Access:	Highland Drive
Utilities:	Public water and sewer
Other Issues:	This is a substandard size parcel, located on a sharp corner; deed restrictions limiting development may be appropriate.


HIGHLAND DRIVE
HIGHLAND DRIVE
WILLOW DRIVE
ANOUS WAY
EVERGREEN AVENUE
EVERGREEN AVENUE
PINE STREET
BEHRENDS AVENUE
TROY AVENUE
HEMLOCK STREET
ALDER STREET
SEATER STREET
PARKS STREET
SPRUCE STREET
JUNEAU-DOUGLAS HIGH SCHOOL
GLACIER AVENUE
AUGUSTUS BROWN WAY
AUGUSTUS BROWN SWIMMING POOL
EGAN DRIVE
U.S.M.S. 655
EVERGREEN CEMETERY

HIGHLANDS

MAIN STREET: PARCEL DESCRIPTION

Legal Description:	Fraction of Lot 8, Blk. 2, Juneau Townsite
Zoning:	MU, Mixed Use
Acreage:	1,576 sq. ft.
Topography:	Gentle slope.
Wetlands:	No wetlands
Access:	Main Street
Utilities:	Public water and sewer.
Other Issues:	This site is substandard in size and width; deed restrictions regarding development may be necessary. The site is landscaped but not maintained by the CBJ. It may be appropriate to combine and sell this lot to the adjacent property owners.


THIRD STREET
SEWARD STREET
SECOND STREET
FRANKLIN STREET
FIRST STREET
MAIN STREET
FRONT STREET
SO. FRANKLIN STREET
SOUTH SEWARD STREET
WEST THIRD STREET
DIXON STREET
W. FIRST ST.
WILLOUGHBY AVENUE
EGAN DRIVE
SHATTUCK WAY
FERRY WAY
RAWN
WAY
COURT BUILDING
ALASKA OFFICE BUILDING
STATE OFFICE BUILDING
SEALASKA PLAZA
CITY HALL

MAIN STREET

SOUTH FRANKLIN 1 & 2: PARCEL DESCRIPTION

Legal Description: Lot 1 & 2, Blk. 6, 7-A Addition.

Zoning: MU, Mixed Use

Acreage: 3,665 & 3,665 sq. ft.

Topography: Steep slope

Wetlands: No wetlands

Access: South Franklin St.

Utilities: Public water and sewer.

Other Issues: This site is in a high hazard area and is predominantly bedrock; deed restrictions limiting development may be necessary.

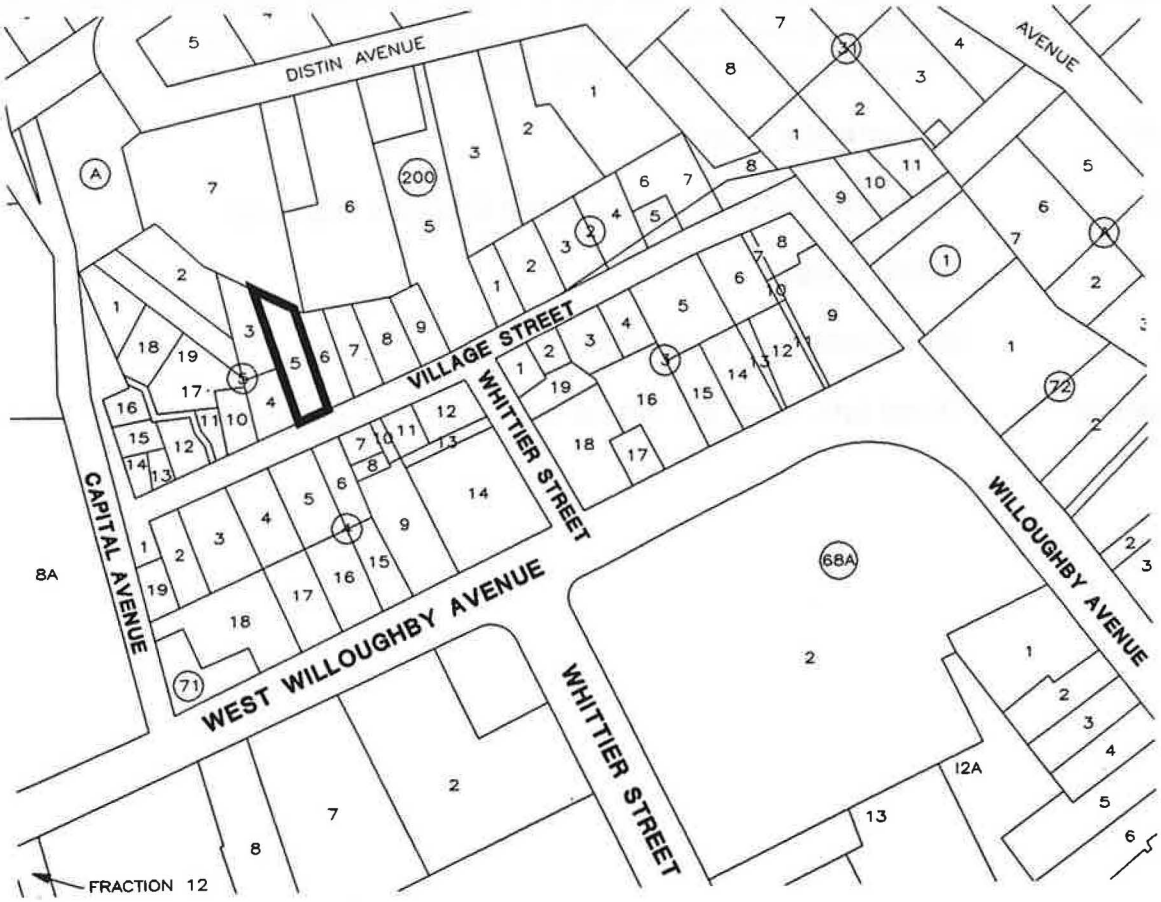
Limited commercial/industrial development may be possible in conjunction with adjacent properties.



SOUTH FRANKLIN 1& 2

VILLAGE STREET: PARCEL DESCRIPTION

Legal Description:	Lot 5, Blk. 5, Juneau Indian Village.
Zoning:	D-18, Multi Family Residential
Acreage:	2,132 sq. ft.
Topography:	Flat, steepens to the rear of the parcel.
Wetlands:	No wetlands
Access:	Village Street
Utilities:	Public water and sewer.
Other Issues:	This site is substandard in size and width and may need deed restrictions attached. May be appropriate to combine and sell to the adjacent property owners.



VILLAGE STREET

NINEMILE CREEK 1& 2: PARCEL DESCRIPTION

Legal Description: Lots 217 and 218, U.S.S. 3546

Acreage: 3.4 acres

Topography: The front portion of the lots are level with the Ninemile Creek roadway. A steep bank rises near the middle of the lots to a level bench extending to the rear of the property lines.

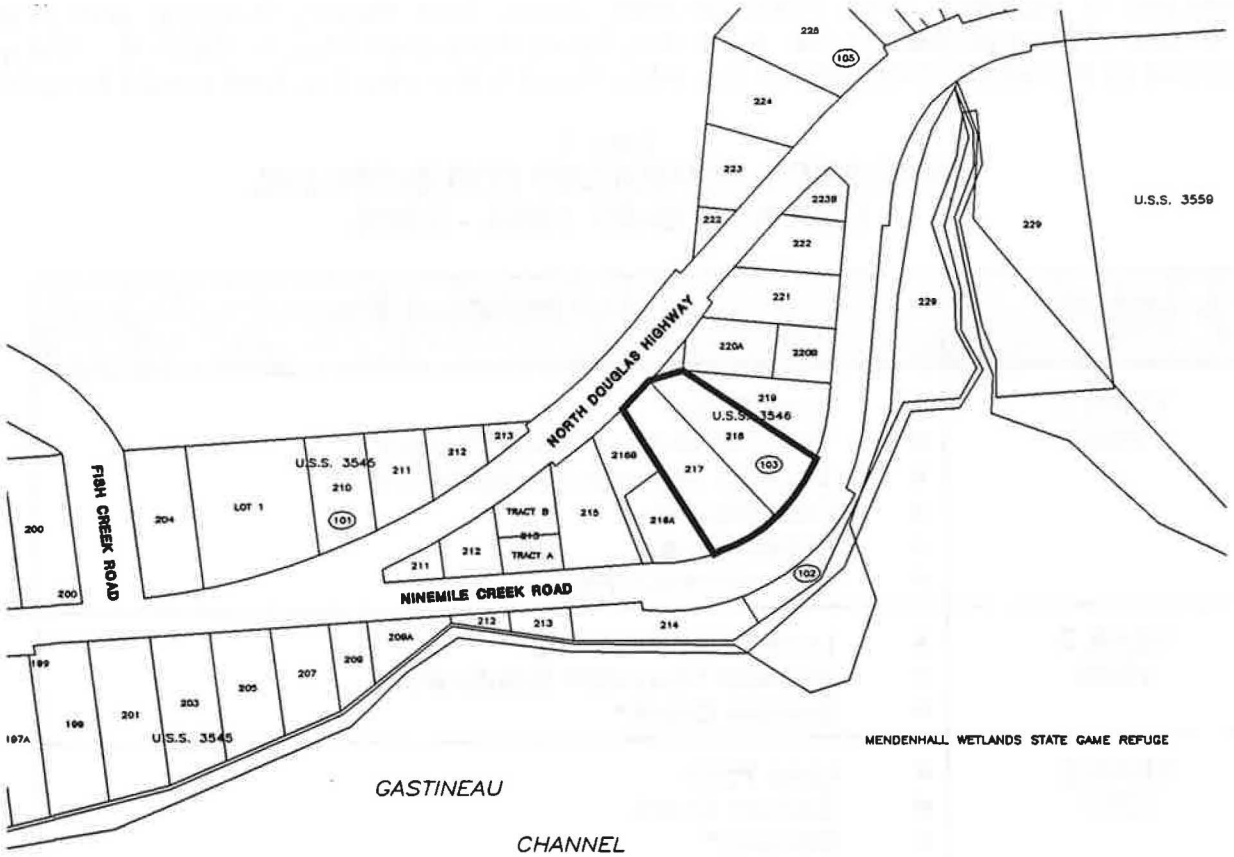
Wetlands: No wetlands found

Access: Ninemile Creek Road and North Douglas Highway

Utilities: Public water

Timing: No impediment to disposal

Other Issues: These lots were the site of a former rock quarry operation.



NINEMILE CREEK 1 & 2

Land Disposal Program: Ten Year Disposal Schedule

Table 4 identifies a recommended sequence for selling CBJ lands during the next ten years. To lessen the impacts of the land disposals on adjacent neighborhoods it is recommended that larger parcels be sold in phases over a period of years. Examples of phased development include: Lena Point; Switzer Creek; Fred Meyer; Douglas; and Thunder Mountain. These properties are, therefore, listed more than once in Table 4. The years identified in the lefthand column of the table indicate the year the land would be sold.

Table 4

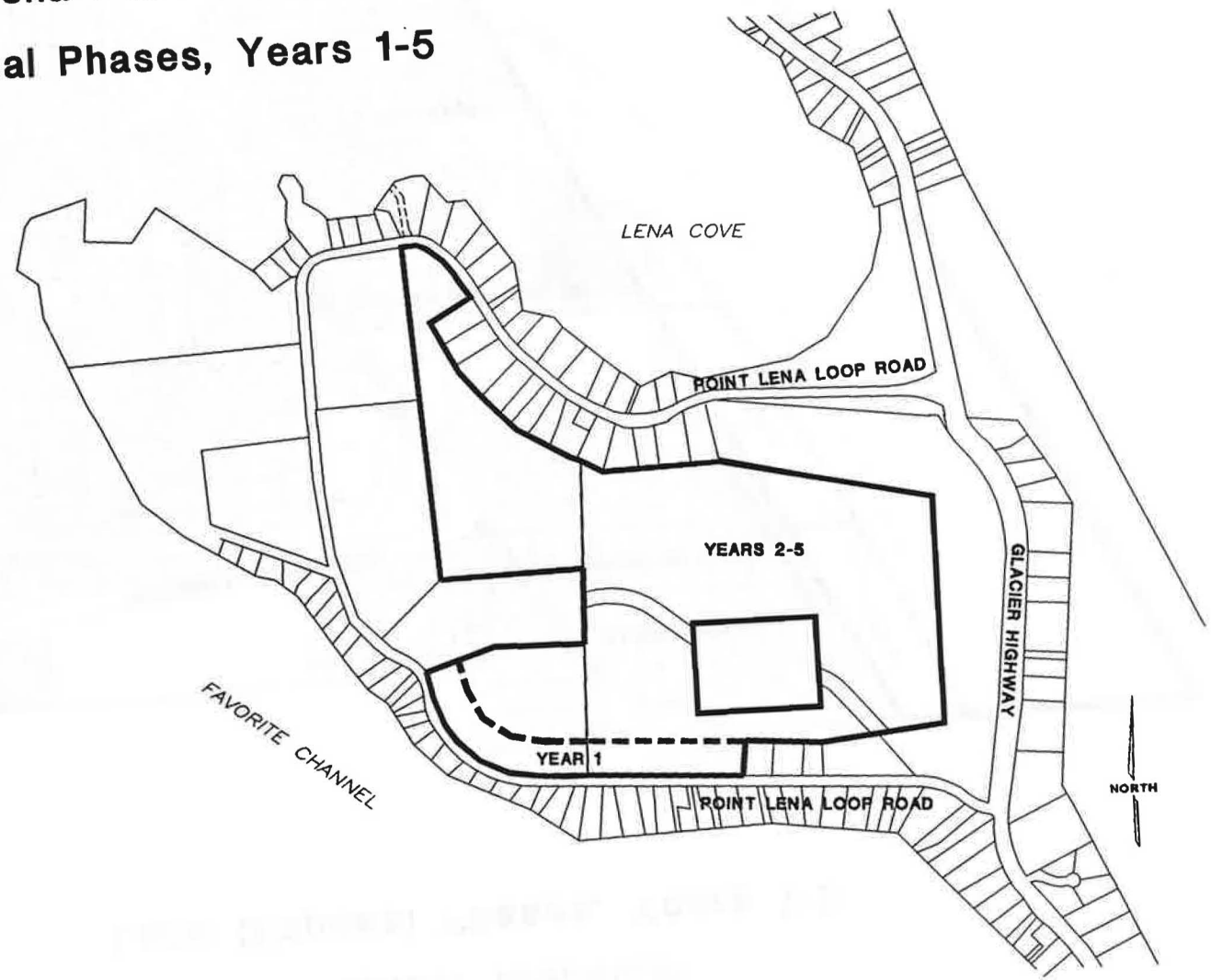
CBJ LANDS SCHEDULED FOR DISPOSAL DURING YEARS 1995 - 2005

YEAR	LAND DISPOSAL SITE
YEAR 1 1995	• Lena Point* • Thunder Mountain Mobile Park • Thunder Mountain Subdivision* • Fred Meyer* • Indian Cove • Miscellaneous Parcels
YEAR 2 1996	• Lena Point • Thunder Mountain Subdivision • Switzer Creek*
YEAR 3 1997	• Lena Point • Switzer Creek • Douglas*
YEAR 4 1998	• Lena Point • Switzer Creek • Douglas
YEAR 5 1999	• Lena Point • Douglas
YEAR 6 - 10 2000 - 2005	• Fred Meyer • Auke Lake • Windfall Avenue

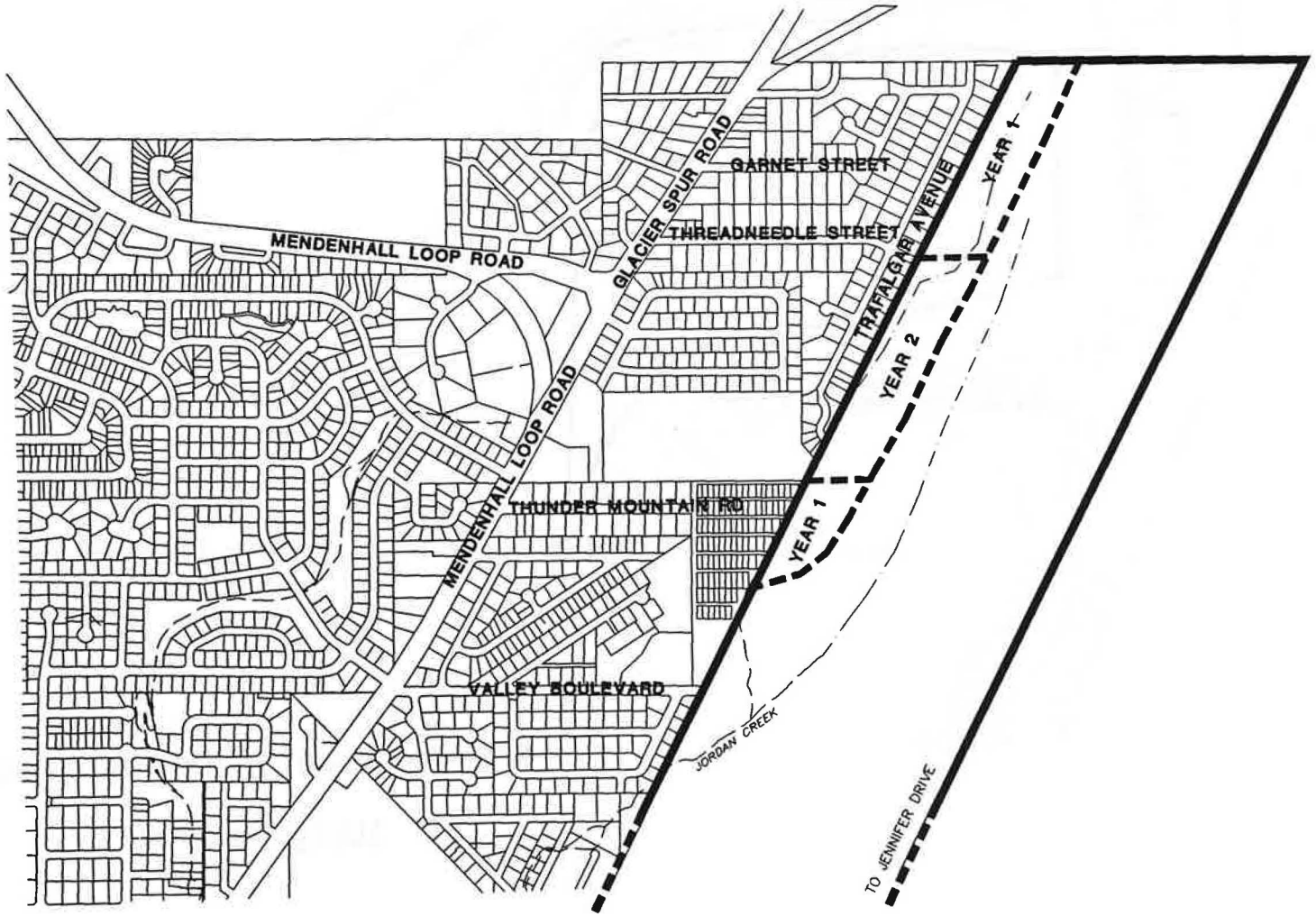
* Land will be sold in phases, over a period of years.

Lena Point

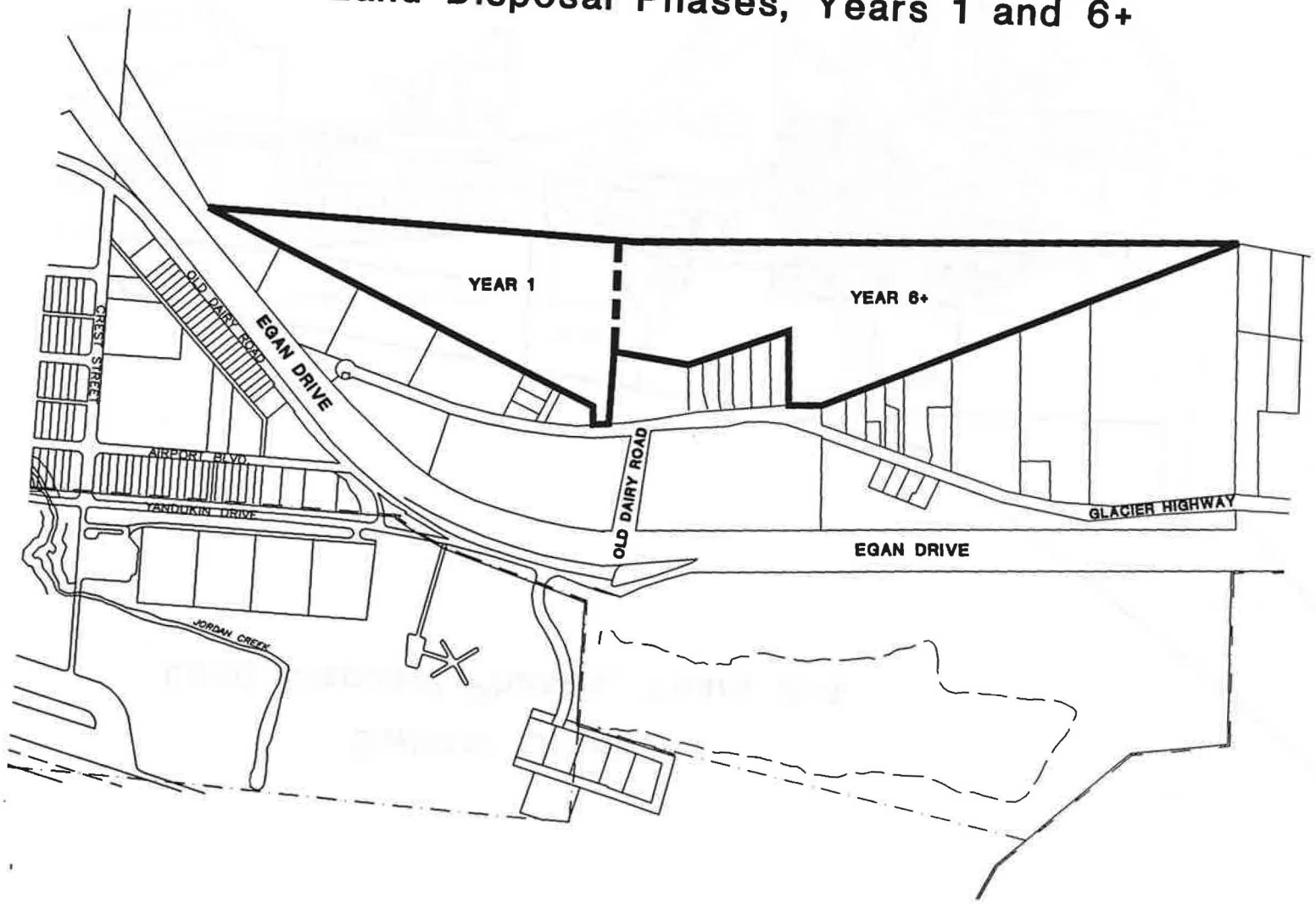
Land Disposal Phases, Years 1-5



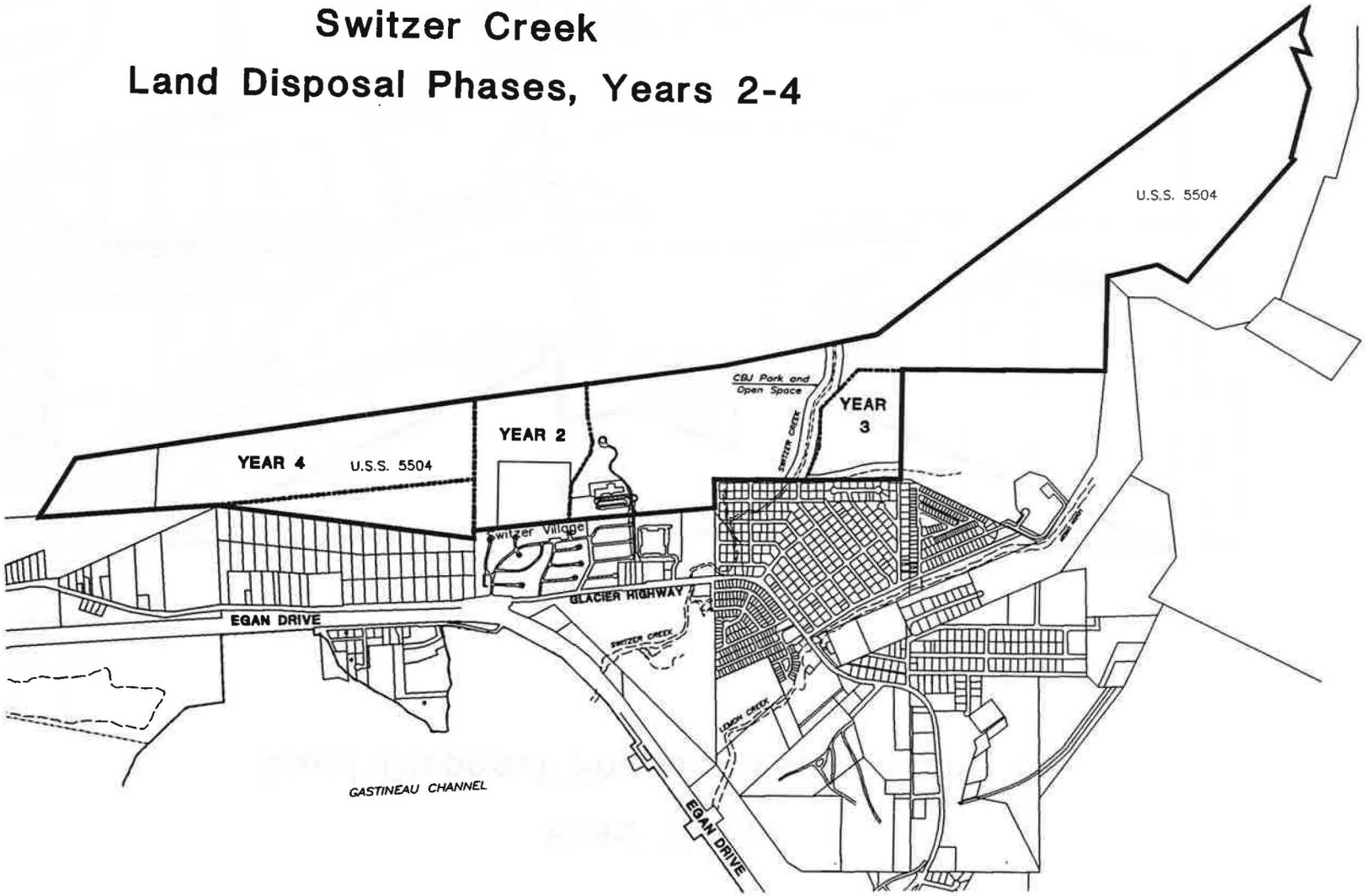
Thunder Mountain
Land Disposal Phases, Years 1-2



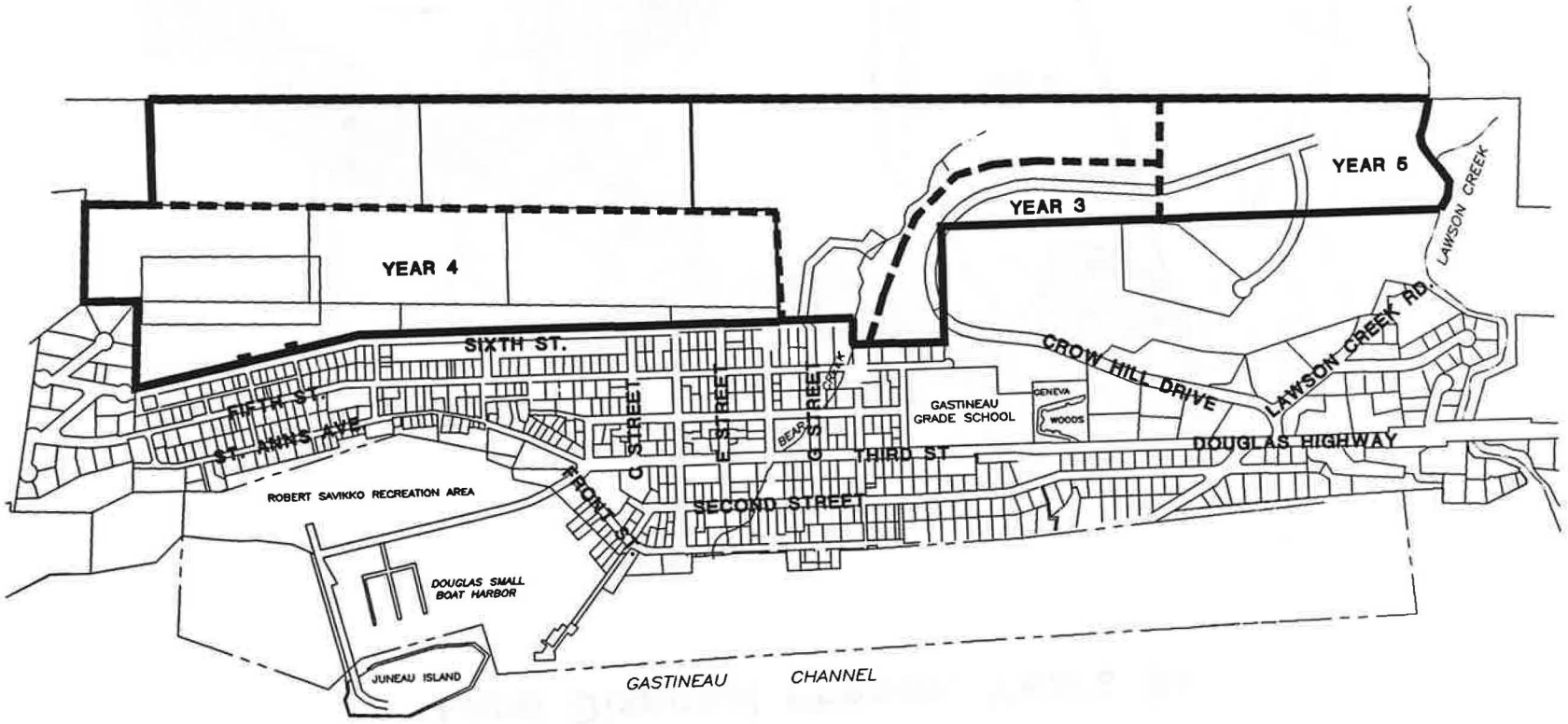
Fred Meyer
Land Disposal Phases, Years 1 and 6+



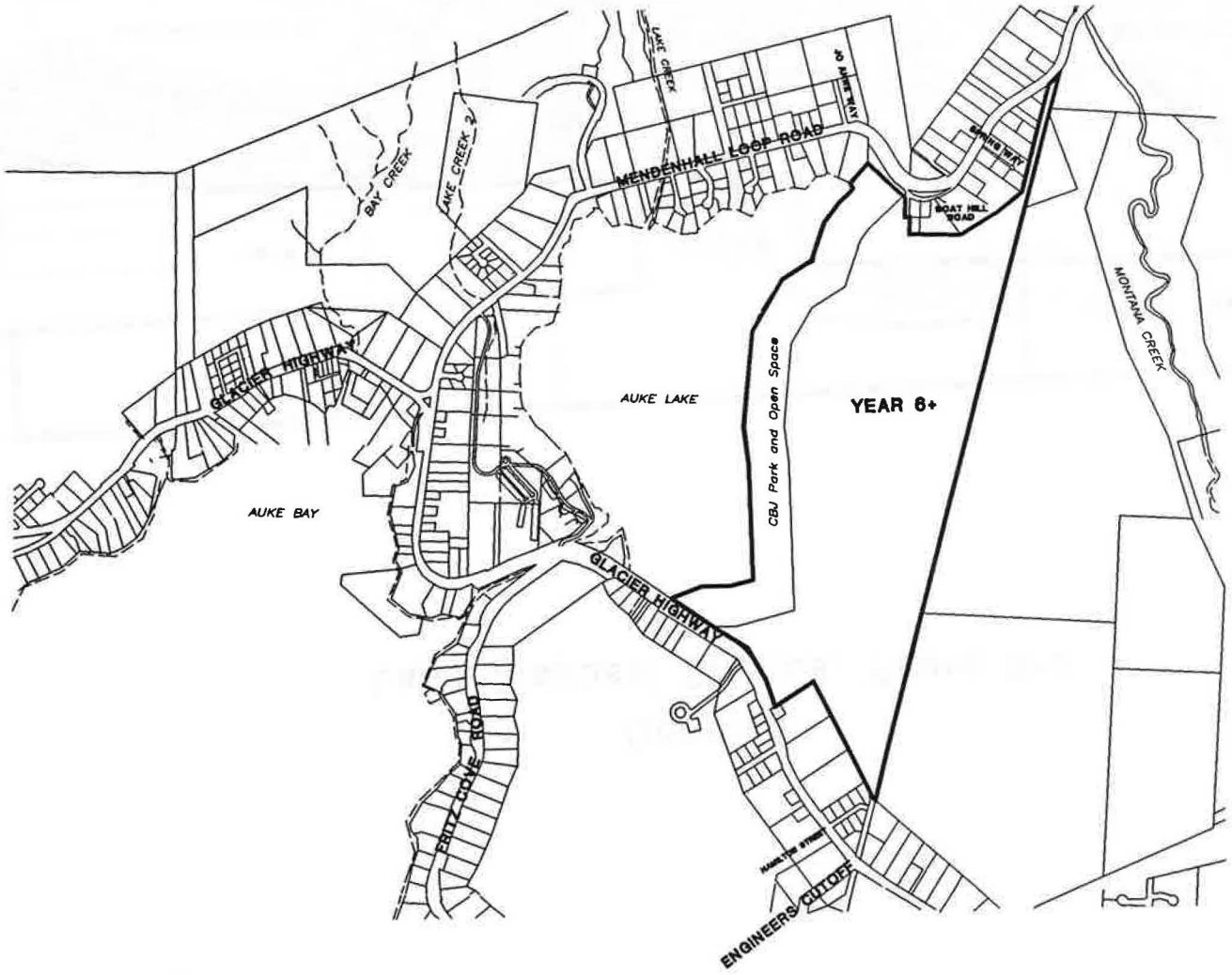
Switzer Creek
Land Disposal Phases, Years 2-4



Douglas
Land Disposal Phases, Years 3-5



Auke Lake
Land Disposal Phases, Years 6+



Windfall Avenue
Land Disposal Phases, Years 6+

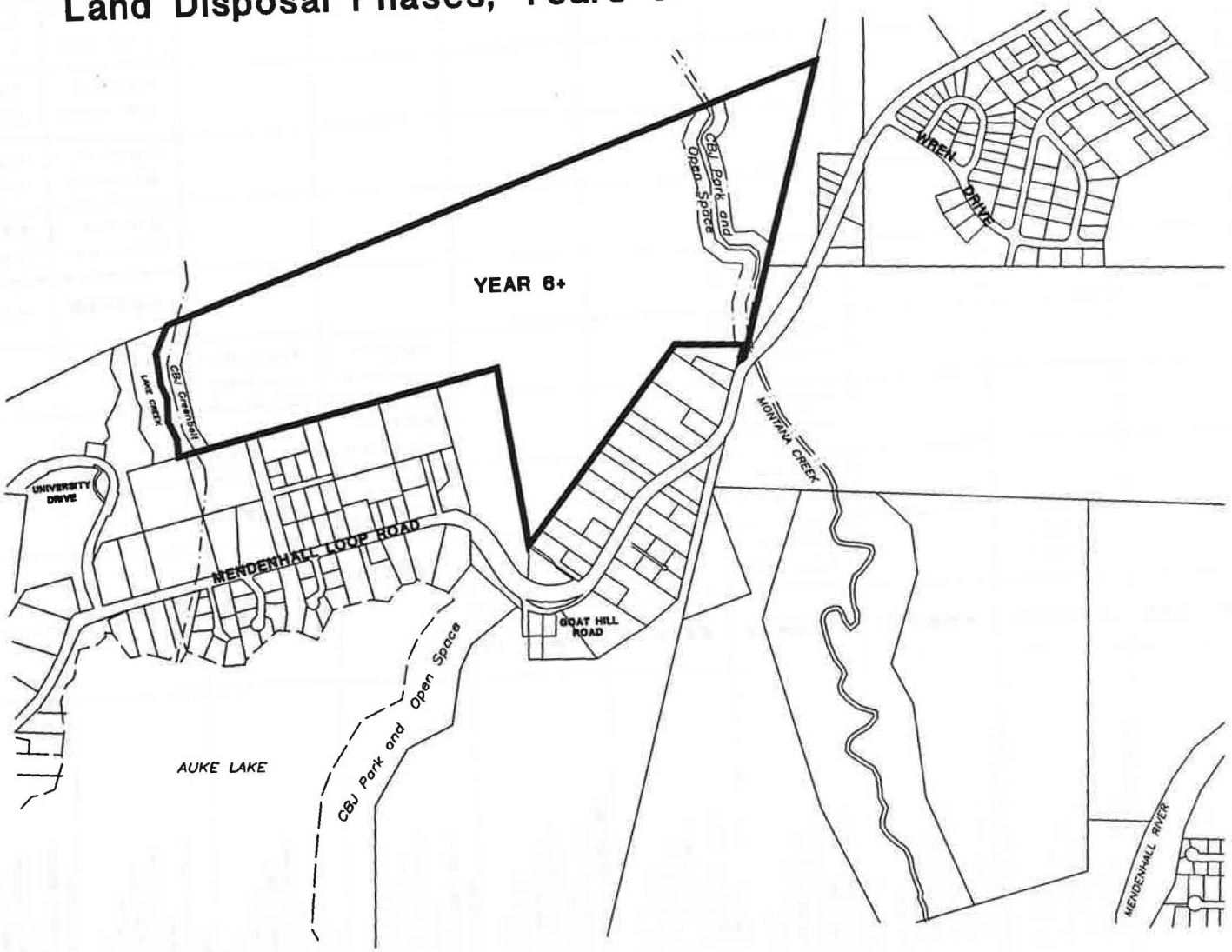


TABLE 5

10 YEAR DISPOSAL WORK PROGRAM

	YEAR 1	FUTURE YEARS								
	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004
INDIAN PT.										
AGENCY/PUBLIC REVIEW	●									
PERMITTING										
TOPOGRAPHIC MAPPING										
SUBDIVISION DESIGN	●									
CONSTRUCTION	●									
DISPOSAL	●									
THUNDER MOUNTAIN / Subdivision										
AGENCY/PUBLIC REVIEW	●	FUTURE PHASE								
PERMITTING	●									
TOPOGRAPHIC MAPPING	●									
SUBDIVISION DESIGN	●									
CONSTRUCTION	●									
DISPOSAL	●									
THUNDER MOUNTAIN / Trailer Crt.										
AGENCY/PUBLIC REVIEW	●									
PERMITTING	●									
TOPOGRAPHIC MAPPING	●									
SUBDIVISION DESIGN	●									
CONSTRUCTION										
DISPOSAL	●									
LENA POINT										
AGENCY/PUBLIC REVIEW	●	FUTURE PHASE	FUTURE PHASE	FUTURE PHASE	FUTURE PHASE					
PERMITTING	●									
TOPOGRAPHIC MAPPING	●									
SUBDIVISION DESIGN	●									
CONSTRUCTION	●									
DISPOSAL	●									
FRED MEYER										
AGENCY/PUBLIC REVIEW	●									
PERMITTING	●									
TOPOGRAPHIC MAPPING	●									
SUBDIVISION DESIGN	●									
CONSTRUCTION										
DISPOSAL	●									
MISCELLANEUOS PARCELS										
AGENCY/PUBLIC REVIEW	●									
PERMITTING	●									
TOPOGRAPHIC MAPPING	●									
SUBDIVISION DESIGN	●									
CONSTRUCTION										
DISPOSAL	●									
SWITZER CREEK										
AGENCY/PUBLIC REVIEW		●	FUTURE PHASE	FUTURE PHASE	FUTURE PHASE					
PERMITTING		●								
TOPOGRAPHIC MAPPING		●								
SUBDIVISION DESIGN		●								
CONSTRUCTION		●								
DISPOSAL		●								
DOUGLAS										
AGENCY/PUBLIC REVIEW			●	FUTURE PHASE	FUTURE PHASE					
PERMITTING			●							
TOPOGRAPHIC MAPPING			●							
SUBDIVISION DESIGN			●							
CONSTRUCTION			●							
DISPOSAL			●							
AUKE LAKE										
AGENCY/PUBLIC REVIEW						●	FUTURE PHASE	FUTURE PHASE	FUTURE PHASE	FUTURE PHASE
PERMITTING						●				
TOPOGRAPHIC MAPPING						●				
SUBDIVISION DESIGN						●				
CONSTRUCTION						●				
DISPOSAL						●				
WINDFALL AVENUE										
AGENCY/PUBLIC REVIEW						●	FUTURE PHASE	FUTURE PHASE	FUTURE PHASE	FUTURE PHASE
PERMITTING						●				
TOPOGRAPHIC MAPPING						●				
SUBDIVISION DESIGN						●				
CONSTRUCTION						●				
DISPOSAL						●				

● **Tasks to be completed in the first year of development**

Planned additional phase of development after first year

Land Disposal Program: Methods of Disposal

The Municipal Code authorizes CBJ land to be disposed of in a variety of ways including the following: lease; lottery sale; auction; over-the counter sale; negotiated development sale; sealed competitive bid; and land exchange.

Leases, Over-the-Counter Sales, and Land Exchanges

The focus of the first ten year land disposal program will be on the systematic sale of CBJ property to stimulate a variety of residential development types. Therefore, land leases which are appropriate for tidelands and commercial/industrial development, will not be addressed in this initial planning effort.

Similarly, land exchanges will not be covered. However, it is recognized that at some point the CBJ will likely enter into negotiations with Goldbelt to exchange lands on the west side of Douglas Island to facilitate development.

Finally, over-the-counter sales will not be discussed in this plan. Over-the-counter sales will be most useful as a means of re-offering lots which did not sell in original land disposal programs such as lotteries, auctions, etc. An over-the-counter program can readily be developed, as needed.

Lotteries

The Municipal Code describes two types of lotteries. In the first type of lottery, an interested person would file a lottery application for the specific lot desired. Applicants are limited to one application per person per lot. This system allows every interested person an equal chance to win the opportunity to purchase the specific lot. A second lottery method involves the drawing of names with those individuals whose names are drawn receiving the right to select a lot from a group of identified parcels.

Unique features of the CBJ's lottery program include the requirement that the applicant be an individual (not a corporation) and that only one lottery parcel may be purchased from the CBJ during a ten year period.

Auctions

The Municipal Code provides for the manager or his designee to conduct outcry auctions to dispose of CBJ-owned land. An advantage of auctions over lotteries is the ability of an individual to directly compete for a specific desired lot by out bidding competitors. An advantage to the CBJ results from the fact the CBJ would likely make more money from land sold through auctions, as the required minimum bid is the appraised value. A disadvantage of the auction method is that the system may discriminate against lower income people.

The auction disposal is distinct from the lottery in two key ways. First, corporations as well as individuals may participate. Second, an individual or corporation may purchase one parcel at each auction instead of purchasing one parcel every ten years.

Sealed Competitive Bids

Similar to the auction, sealed competitive bids provide an opportunity for both individuals and corporations to compete to acquire a particular parcel. From an administrative standpoint, the sealed bid process is perhaps the easiest and least expensive disposal procedure as there is no lottery or auction "event" to coordinate.

The Municipal Code allows a development plan to be required as part of a sealed bid. In such instances the manager is authorized to negotiate with the two best bidders when determining the bid award. If the development proposal is a major factor in awarding the bid, the award is subject to Assembly approval.

Negotiated Sales

The manager may negotiate the sale of CBJ property when specifically authorized by the Assembly to do so. The terms of a negotiated sale are subject to the approval of the Assembly unless a prior ordinance authorizing negotiations to commence has established minimum terms and delegated the execution of additional terms to the manager.

Negotiated sales may be the preferred method of disposal in a variety of instances. For example, several of the miscellaneous parcels which are surplus to the CBJ's needs are too small to be developed independently. It would be preferable then, to negotiate a sale of those lots with one or more adjacent property owners to enhance their property.

Table 6

LAND DISPOSAL METHODS
(CBJ 53.09.200-260)

Type of Sale	Application Requirements	Applicant's Qualifications	Sale Price	Payment Terms	Frequency of Participation	Comments
LOTTERIES	• One application per person per parcel or pool of parcels • Application fee $15 each	• Individual, 18 years or older	• Appraised value	• 5% down • 5% within 30 days • Ten equal annual payments	• One lottery parcel every ten years	
AUCTIONS	• Prior registration	• Individual, 18 years or older • Corporation registered to do business in Alaska	• Highest bid • Minimum bid is appraised value	• 5% down • 5% within 30 days • Ten equal annual payments	• One parcel per auction	
NEGOTIATED SALES	N/A	• Unspecified	• Approved by Assembly	• Negotiated	N/A	
SEALED COMPETITIVE BIDS	N/A	• Individual, 18 years or older • Corporation registered to do business in Alaska	• Highest bid or Assembly approval	• 5% down • Ten equal annual payments	N/A	• Development proposal may be required as part of bid • Manager may negotiate with two best bidders when development proposal is factor in bid award

Table 7

RECOMMENDED DISPOSAL METHODS FOR YEAR 1 LAND SALES

DISPOSAL PROJECT	DISPOSAL METHOD			
	Sealed Competitive Bid		Negotiated Sale	
	Large Acreage Tract*	Subdivided Lots	Large Acreage Tract*	Subdivided Lots
Thunder Mountain Subdivision		•		
Thunder Mountain (Mobile Park Expansion)			•	
Lena Point		•		
Fred Meyer			•	
Indian Cove		•		
Mendenhall Peninsula		•		
Forest Lane		•		
Garnet				•
Gastineau 1				•
Gastineau 2, 3, 4				•
Gastineau 5				•
Highlands				
Main Street				•
S. Franklin 1 and 2				•
Village Street				•
Ninemile Creek 1& 2		•		

* The buyer of a large acreage tract would be responsible for all aspects of subdividing the property, constructing roads and installing utilities.

Land Disposal Program: Development Costs

Factors that Affect Construction Costs

Construction costs for subdivision development are dependent upon several site characteristics including:

- Geographic location;
- Zoning;
- Topography; and
- Soils conditions.

Geographic Location

The geographic location of the proposed development site affects construction costs in several ways. Costs may be impacted based on distances associated with the following:

- Hauling construction materials
- Transporting workers
- Locating storage and waste sites
- Importing borrow
- Connecting the site to the nearest roads and utilities

Additionally, existing roads and utilities may need to be upgraded prior to, or in conjunction with, the development of a new subdivision. This might occur in instances when the current utility systems or roads are at, or near, capacity or are substandard. Such upgrades will result in added costs.

Zoning

Zoning controls the density of the development as well as lot size. Therefore, zoning will limit the maximum number of lots allowed at a specific site. The development costs on a per lot basis will generally be greater in low density zones that require fewer lots per acre. Road development costs will be affected by road standards set forth in the zoning regulations. Whereas, rural zones may allow open ditches with gravel surfaced streets, urban zones may require concrete sidewalks, curbs, gutters, and paved street. Additionally, zoning may also require setbacks from streams, floodplains and the waterfront, as well as preservation of open areas, parks and greenbelts. These features reduce the acreage available for residential lots and may increase the construction costs per lot.

Topography and Soils

Topography and soils conditions have a direct affect on construction costs. Construction costs increase at steeper sites and those with poor soil conditions. As the site topography becomes steeper, costs may increase due to the following:

Table 8

SUBDIVISION CONSTRUCTION COST ANALYSIS: URBAN STANDARD

Description	Cost Per Lot	Cost Per Linear Foot Per Lot
Clearing and Grubbing	$770 to $990	$7 to $9
Earthwork		
Excavation	$2,090 to $3,190	$19 to $29
Embankment	$3,190 to $3,960	$29 to $36
Sanitary Sewer System	$2,750 to $3,850	$25 to $35
Water System	$2,750 to $3,850	$25 to $35
Storm Drainage System	$2,750 to $3,850	$25 to $35
Street Surface Improvements	$8,250 to $9,350	$75 to $85
Private Utilities	$9,900 to $13,200	$90 to $120
Subtotal @ CIP Rates	**$32,450 to $42,240**	**$295 to $384**
Minus 17% (Davis-Bacon)	<$5,517 to $7,181>	<$50 to $65>
Subtotal @ Private Rates	**$26,933 to $35,059**	**$245 to $319**
Plus 10% (Consultant Costs)	$2,693 to $3,506	$24 to $32
Plus 7% (CBJ Inspection Fees)	$1,885 to $2,454	$17 to $22
Total Construction Costs	**$31,511 to $41,019**	**$286 to $373**

Table 9

SUBDIVISION CONSTRUCTION COST ANALYSIS: RURAL STANDARD

Description	Cost Per Lot	Cost Per Linear Foot Per Lot
Clearing and Grubbing	$770 to $990	$7 to $9
Earthwork		
Excavation	$2,090 to $3,190	$19 to $29
Embankment	$3,190 to $3,960	$29 to $36
Water System	$2,750 to $3,850	$25 to $35
Street Surface & Drainage Improvements	$2,750 to $3,850	$25 to $35
Private Utilities	$9,900 to $13,200	$90 to $120
Subtotal @ CIP Rates	**$21,450 to $29,040**	**$195 to $264**
Minus 17% (Davis-Bacon)	<$3,347 to $4,937>	<$33 to $45>
Subtotal @ Private Rates	**$17, 803 to $24,103**	**$162 to $219**
Plus 10% (Consultant Costs)	$1,780 to $2,410	$16 to $22
Plus 7% (CBJ Inspection Fees)	$1,246 to $1,687	$11 to $15
Total Construction Costs	**$20,829 to $28,200**	**$189 to $256**

Land Disposal Program: Next Steps for Disposing of Large Tracts of CBJ Land

After the adoption of the land management plan, each large tract of land identified for disposal in the ten year land disposal schedule will proceed along a series of steps, ultimately leading to the sale of the land. The steps are generally described below:

Delineation of Disposal Site

Delineate areas within the larger tract of land which appear most suitable for residential development. Identify lands to be set aside for trails, greenbelts and open spaces, schools and other This information will be used to help agencies focus their examination and analysis during the agency review process. This will also help the public in commenting on the project. This stage should also include an environmental evaluation.

Agency Review

State and federal agencies will be asked to review and comment on the proposed disposals. Issues to be addressed at this stage include: access (i.e. across state land at Lena Point); on-site sewer approvals, where needed; water rights; wetlands delineations; archaeological concerns; fish and wildlife concerns; etc. The location and boundaries of the proposed disposal sites might be adjusted at this stage, in response to specific agency concerns.

Preliminary Title Report

The purpose of the preliminary title report is to ensure there are no title problems that would create obstacles to the disposal of the property. This should be accomplished before any major expenditure on project development.

Topographic Mapping

This preliminary topographic work should be of sufficient detail to prepare the layout of roads (perhaps 5' contours). Road corridors should be flagged at this stage. The topographic mapping standards need to be developed and an RFP prepared to accomplish this work.

Sketch Plat

A contractor will prepare a sketch plat of the entire site; this is reviewed by the Planning Commission. Final approval is given by CBJ staff.

Public Workshop

At this stage CBJ staff will conduct public workshop(s) to allow the public to offer comments about the subdivision. Particularly important here will be the opportunity

to identify preferred methods of disposal, comment on subdivision design, and identify ways to mitigate impacts to adjacent neighborhoods.

Preliminary Plat

This plat will show more detailed information about that portion of the land to be immediately subdivided, including lot dimensions, lot and block numbering. The developer will be responsible for:

- Soils data compilation
- DEC on-lot waste disposal approval (or community outfall system)
- Detailed topographic work (possibly 2' contours) which verifies in the field the accuracy of the previous topographic work
- Obtaining a Conditional Use Permit from the Planning Commission
- Obtaining CBJ Engineer's approval of the preliminary construction plan, if submitted

Construction

Final construction plans based on the preliminary plat layout will be prepared and approved by the CBJ Engineer. Developers have two options; they may either construct all of the required improvements after the plans have been approved or provide a bond that guarantees all construction will be completed. Bonding will allow the final plat to be recorded and lots sold without all construction completed. In instances when the CBJ is the developer, this step might entail an appropriation of funds to demonstrate intent to complete the work, in lieu of bonding.

Final Plat Approval

The final plat will show the surveyed boundaries of all lots. This may include all lots proposed in the preliminary plat or only a phase of the development. A developer will obtain final plat approval after meeting the following conditions:

- Planning Commission approval
- All conditions set out in the preliminary plat are completed
- All construction is completed or completion is guaranteed by the posting of a bond
- All monuments are set and shown on the plat

The plat can be recorded after final approval. Lots can then be sold.

Final Title Report

Appraisals

Disposal

The steps for completing the disposal include:

Lands Retained
For
Public Purposes

Lands Retained for Public Purposes

The list of lands in Appendix B shows CBJ lands to be retained for parks, open space, utilities, access, and numerous public facilities. These lands will be managed and maintained for specific public purposes and are not available for disposal. The table also identifies proposed classifications for unclassified parcels.

Rock, Gravel, and Sand Extraction

The Division of Lands and Resources has conducted subsurface soils exploration on various parcels of CBJ land which appear to have potential for sand, gravel and rock materials. The purpose of the investigation was to determine the quantity and quality of materials which were present so that they may be reserved for future use.

Most CBJ material resources are located in the North Douglas and the Lemon Creek areas. Lemon Creek has the largest remaining source of gravel reserves in the Juneau urban area. Numerous opportunities do exist, however, for the development of rock quarries in outlying areas as the need for the materials develops. Extensions of the Glacier Highway were done in a manner where road cuts provided a source of quarry rock.

The following is a description of the known material sources which need to be reserved for material extraction before being developed for other land uses.

- **Lemon Creek 1 (CBJ Pit)** This is a material source located adjacent to the Costco store which the CBJ has operated since 1984. The material is used on CBJ construction projects.

- **Lemon Creek 2 (CBJ/State Pit)** This is a material source located adjacent to the CBJ pit and directly across Lemon Creek from the jail. The CBJ and the State have a joint management agreement where after May 9, 1995, both parties have rights to remove material.

- **Lemon Creek 3** The west side of Lemon Creek surrounding the jail was first thought to contain large deposits similar to those presently being removed from the CBJ pit (Lemon Creek 1). However, the west bench was found to contain colluvial soil and rock of massive catastrophic slide origin off of Heinzleman Ridge. This material has no economic value. However, at least three relatively contiguous bodies of granular alluvial (river deposited) materials were found which could provide gravel for adjacent development.

- **Lemon Creek 4** This is an area in the Hidden Valley area of Lemon Creek which was once considered as a suitable site for disposal of sewage sludge before a decision was made to use an incinerator. The site is a bath-tub like basin which is found on the sides of bedrock. After removal of the gravel material, this site will provide a good opportunity for a solid waste landfill.

- **Lemon Creek 5** A large source of rock material is available on a prominent hill which extends to the elevation of 575 ft. on the east side of Lemon Creek. Initial development costs will be high because an access road will need to be constructed to the top of the hill in order to quarry from the top down. This rock ranges from graywacke to greenschist. This material should be suitable for a range of products from common borrow to processed aggregate.

- **North Douglas 1** The CBJ owns land adjacent to the Bruce Morley pit on the south side of Eagle Creek along the North Douglas Highway. There is potential for the Morley pit to expand onto the CBJ land However, this material source is quite limited in usefulness because of high silt content. It does not meet specifications for public jobs but is useful for various residential applications for common fill.

- **North Douglas 2** This is a rock quarry located a half mile off the Eaglecrest Road. It was developed as a material source for the construction of the Eaglecrest Road. As access road, gate and rock exposure are all in place for immediate extraction. This is an excellent source of hard greenstone which is suitable for large rip-rap and processed materials.

Table 10

CBJ'S COMMERCIAL VALUE
ROCK, GRAVEL AND SAND RESERVES

QUARRY OR PIT	MATERIAL TYPE	ACRES	AVAILABLE MATERIAL (TONS)
Lemon Creek 1 (Active CBJ Pit)	Gravelly sand; depth 50'	9.4	400,000
Lemon Creek 2 (CBJ/State Pit	Gravelly sand	31	2,300,000
Lemon Creek 3 (Undeveloped site west of prison)	Sand and gravel	5	100,000
Lemon Creek 4 (Hidden Valley)	Sand and gravel with some cobbles	13	140,000
Lemon Creek 5 (Knob east side of Lemon Creek)	Graywacke to greenschist		8,800,000
North Douglas 1 (Eagle Creek)	Gravel with some silt and cobbles	5	200,000
North Douglas 2 (Fish Creek Road)	Hard greenstone		250,000

Mineral Resources

The CBJ owns approximately 1,300 acres of patented mining claims which were formerly part of the A-J Mine and Treadwell Mine. The patented mining claims include fee simple title to both the surface and subsurface rights.

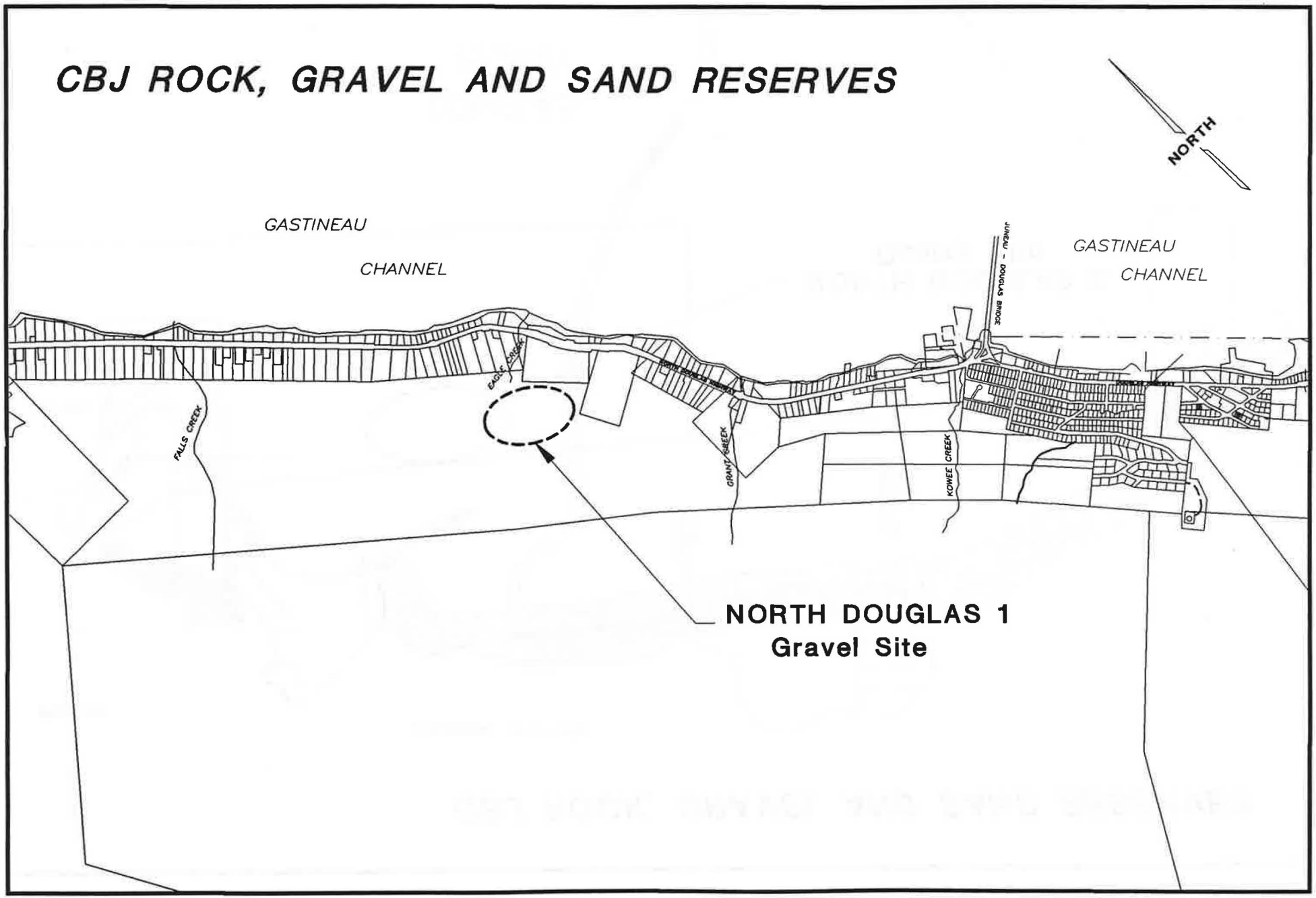
The CBJ's A-J and Treadwell Mine properties were combined with properties owned by Alaska Electric Light and Power in 1979 into unitized properties. The purpose of the unitization agreement was to make the former mining properties available for mining development as a single unit. The CBJ owns approximately two-thirds of the A-J Mine property and one-third of the Treadwell Mine property.

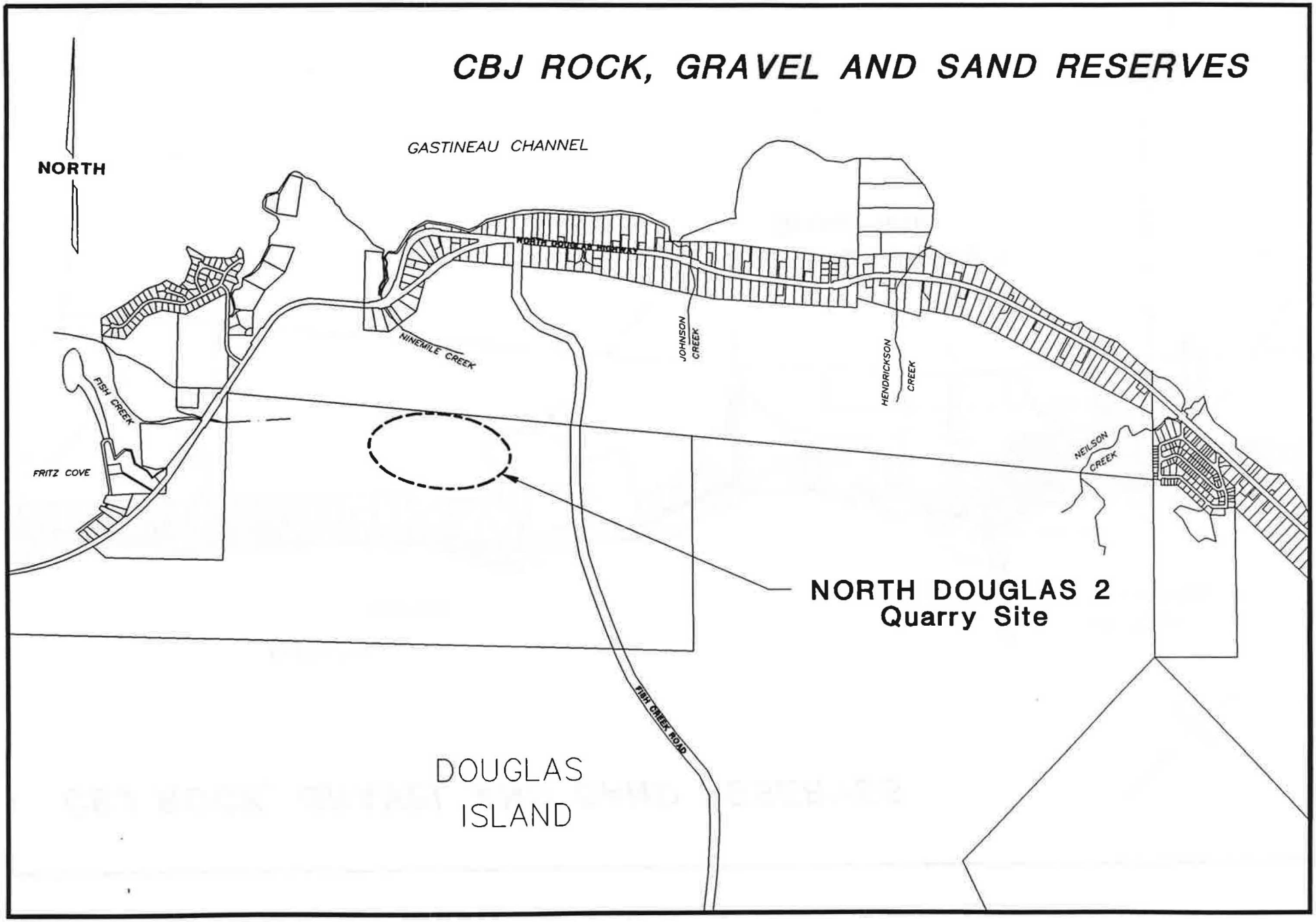
In 1984, the CBJ and AEL&P leased the A-J and Treadwell properties to BPC Alaska Corporation. In 1985 the leases were assigned to Echo Bay Exploration Inc. which is currently in the permitting stage of mine development.

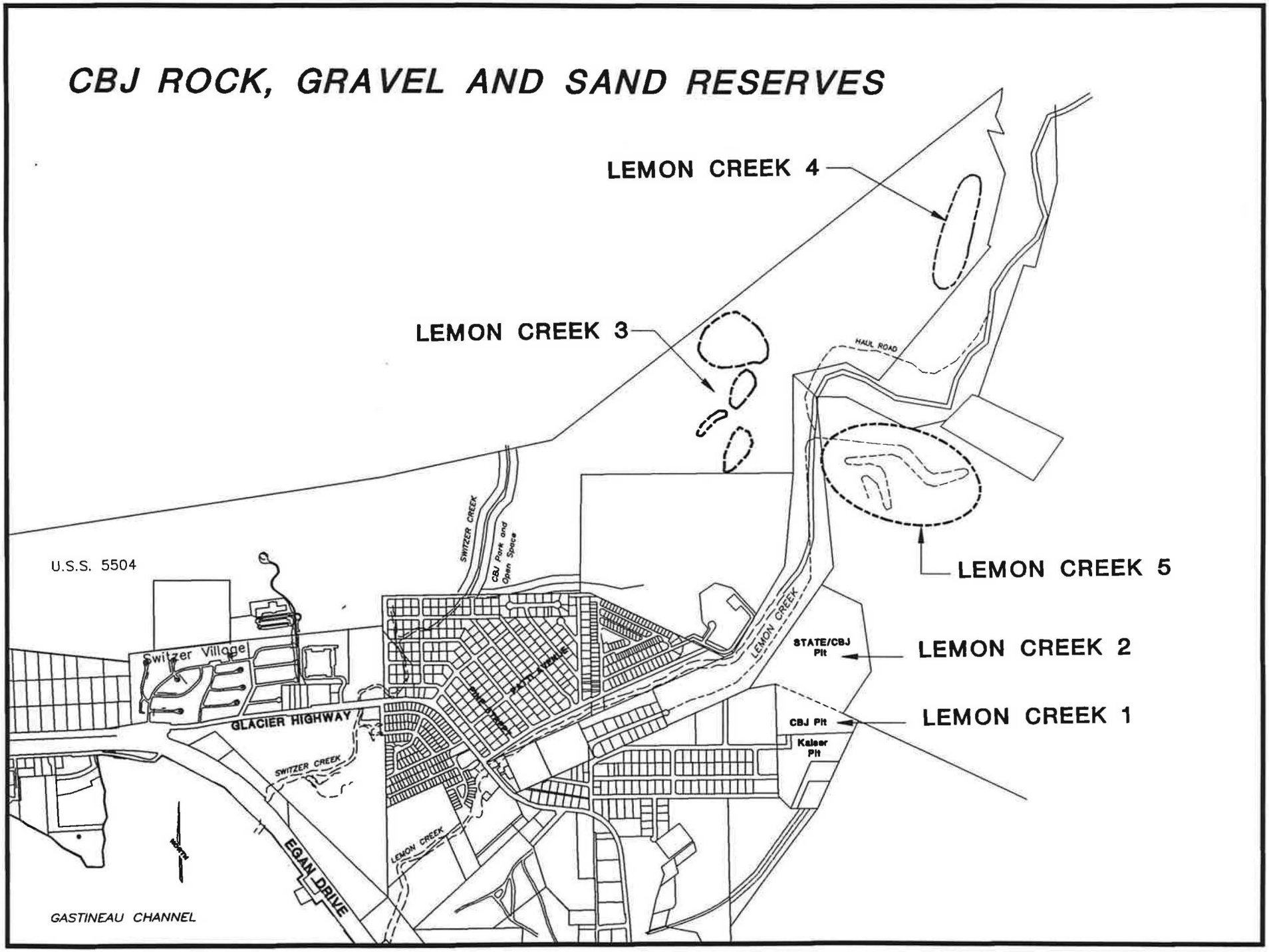
The CBJ's A-J and Treadwell mining properties are dedicated for mining purposes under the terms of the lease for as long as Echo Bay is actively pursuing mining activities.

Other Retained Lands

Several other factors were considered in determining which CBJ-owned lands would be retained for public purposes. Lands unsuitable for development due to significant wetlands, steep slopes, or high avalanche hazards will be retained. More remote parcels which often lack developed access and utilities have been classified "Reserved Use," and will be held in public ownership until the population expands and the infrastructure has been extended to those areas. In addition, all lands used for CBJ shops, offices, and other facilities will be preserved in public ownership. Finally, those parcels of land which are developed or planned parks will be retained as well as undeveloped recreation areas identified in the Open Space and Park System (Ordinance 85-76am).


CBJ ROCK, GRAVEL AND SAND RESERVES
NORTH
GASTINEAU
CHANNEL
GASTINEAU
CHANNEL
JUNEAU - DOUGLAS BRIDGE
EAGLE CREEK
FALLS CREEK
GRANT CREEK
KOWEE CREEK
NORTH DOUGLAS 1
Gravel Site


CBJ ROCK, GRAVEL AND SAND RESERVES
NORTH
GASTINEAU CHANNEL
NORTH DOUGLAS HIGHWAY
NINEMILE CREEK
JOHNSON CREEK
HENDRICKSON CREEK
NEILSON CREEK
FISH CREEK
FRITZ COVE
NORTH DOUGLAS 2
Quarry Site
FISH CREEK ROAD
DOUGLAS
ISLAND


CBJ ROCK, GRAVEL AND SAND RESERVES
LEMON CREEK 4
LEMON CREEK 3
LEMON CREEK 5
LEMON CREEK 2
LEMON CREEK 1
HAUL ROAD
U.S.S. 5504
SWITZER CREEK
CBJ Park and Open Space
Switzer Village
GLACIER HIGHWAY
LEMON CREEK
STATE/CBJ Pit
CBJ Pit
Kaiser Pit
SWITZER CREEK
LEMON CREEK
EGAN DRIVE
GASTINEAU CHANNEL

Land Acquisitions

Land Acquisitions

Land Acquisitions

Intent

The CBJ intends to acquire private property or property owned by other government entities in instances when acquisition of a specific parcel has been identified in the Comprehensive Plan, the capital improvement plan, or some other adopted plan and/or the acquisition serves one of the following CBJ needs:

- Public access
- Public facility
- Public improvements or utilities
- Park or open space
- Promotion of economic development
- Consolidation of land ownership
- Enhancement/protection of adjacent public property

Partial rights might be acquired when fee simple ownership by the CBJ is not necessary to accomplish the public goal. Partial rights might include easements, non-development covenants, height restriction covenants, and setback covenants.

The CBJ will acquire property by means of cash purchase, donation, exchange, or eminent domain.

Eroded Tax Base

The CBJ will minimize the acquisition of private land for public purposes in order to avoid erosion of the property tax base. The CBJ should sell sufficient public land in advance of the purchase of private property to offset the loss of property tax that occurs as a result of the acquisition of private property.

Parcels

The CBJ has identified, through various planning processes, several parcels of privately owned land that have high public value and should be acquired for public purposes.

- **Montana Creek Greenbelt** - Fraction of USS 2551
  (Source: *Preliminary Capital Improvement Program: Fiscal Years 1995-2000)*

  The acquisition of twenty-six acres along Montana Creek is sought to provide for a continuous greenbelt and trail corridor from the mouth of the creek to its headwaters. Ninety-five percent of the corridor is currently in public ownership.

- **Peterson Creek Greenbelt** - USS 1286, Tracts 6, 7, and 8 and USS 1196, Tracts 1, 2, 3, and 4

(Source: *Preliminary Capital Improvement Program: Fiscal Years 1995-2000* and *The Comprehensive Plan*)

The acquisition of eighty-three acres along the lower portion of Peterson Creek is desired for a greenbelt, park and open space.

- **Downtown Waterfront Park and Open Space (Knudson property)** - Lots 1-3, Block 76, Tidelands Addition
(Source: *Preliminary Capital Improvement Program: Fiscal Years 1995-2000* and *Downtown Waterfront Study*)

.25 acres of land located between the Seadrome Building and NOAA is sought for waterfront park and open space purposes.

- **Eagle Harbor Waterfront Park and Open Space** - USS 0
(Source: *Preliminary Capital Improvement Program: Fiscal Years 1995-2000* and *The Comprehensive Plan*)

4.5 acres of land along the waterfront at Eagle Harbor are desired for inclusion in the CBJ's parks and open space system.

- **Auke Nu Cove Open Space** - ATS 104 and Lots 1 and 2, ATS 357
(Source: *The Comprehensive Plan*)

Three separate parcels encompassing a total of 3.43 acres have been identified in *The Comprehensive Plan* for acquisition as an addition to the CBJ's open spaces.

- **Airport Open Space and Expansion (Smith/Honsinger Property)** - USS 1852
(Source: *The Comprehensive Plan*)

An 82.66 acre parcel of land near the Mendenhall State Game Refuge is considered an important acquisition for inclusion in the CBJ's open spaces and expansion of the airport.

- **Whittier Street Government Complex (National Guard Armory)** - Lot 3, Block 68, USS 3566
(Source: *Downtown Waterfront Study* and *The Comprehensive Plan)*

A 1.73 acre parcel owned by the State of Alaska and used for the national guard armory is desired to consolidate CBJ land holdings for development of a new civic center complex.

- **Pedestrian Seawalk** - Various parcels

The *Downtown Waterfront Study* proposed a pedestrian seawalk extending from the subport to the ferry terminal. Easements would be needed.

- **Rock Dump Open Space** - Tract B, ATS 201

The *Downtown Waterfront Study* recommended acquisition of the southerly half of the Rock Dump to be used for public open space.

- **North Douglas Bench Road and Other Road Corridors** - Various parcels
(Source: *North Douglas Bench Road Study, West Juneau Traffic Study,* and the *ISTEA, 1995-1996 Needs Assessment*)

  Several transportation-related studies have identified various parcels that would need to be acquired in order to expand and/or improve the existing road system. In some instances the necessary rights-of-way might be acquired through the platting process when private property is subdivided.

- **High Value Wetlands** - Various parcels
(Source: *Wetlands Management Plan)*

  The CBJ's wetlands management plan establishes a policy for the CBJ to seek acquisition of type A (high value) and EP (enhancement potential) wetlands.

Other Acquisitions

In addition to those parcels identified for acquisition in adopted plans, the CBJ will, occasionally undertake the acquisition of private property not previously identified in order to respond to a unique opportunity. Timing and opportunity are important, yet generally unpredictable, factors in the land acquisition process.

As an example, grant monies might suddenly become available that allow acquisition of property for a very specific purpose, property not identified in the land management plan or other adopted plan. Such was the case with the Community Development Block Grant funds used to purchase a four-plex for the Juneau Alliance for the Mentally Ill. In other instances, the opportunity to purchase private property arises unexpectedly and must be acted upon quickly or risk being lost, such as in the instance of the Sealaska dock acquisition.

Regulations

Regulations

CBJ Staff Regulatory Authority

The operation of the Lands and Resources Office could be significantly enhanced if CBJ staff were delegated specific authority to establish regulations. Benefits to be gained include:

- Greater efficiency in day to day operations;
- Improved consistency and fairness in handling particular types of issues;
- Better communication with other departments and agencies through establishment of a useful reference document pertaining to CBJ land management policies/regulations and procedures;
- Assurance of adequate public review of those issues of greatest interest to the public;
- Establishment of uniform procedures for development of regulations pertaining to lands and resources management;
- Better enforcement of regulations.

The Municipal Code currently does not delegate authority to staff to establish regulations pertaining to lands and resources management. However precedent does exist and many other departments and divisions have been granted varying degrees of regulatory authority.

For purposes of discussion in this plan, "legislative regulation" and "regulation" are synonymous and are distinguished from the less formal term "policy" by the fact they are adopted only after comments have been gathered at a public hearing. Regulations address more complex issues which have broader public impact.

Methods for Establishing Policy/Regulations

The methods for establishing policy or regulations may be depicted along a continuum which ranges, for example, from an informal decision made by staff, in response to a telephone inquiry, to formal adoption of regulations following a public hearing process. This section of the land management plan identifies typical land use issues handled by the Lands and Resources Office and recommends three methodologies for adopting regulations on those issues.

Policies addressing less complex issues would be established by the Lands and Resources Manager after consultation with the City Manager. Regulations pertaining to more complex issues would be established by the City Manager only after a public hearing was held on the draft regulations. The most complex and far reaching regulations would be implemented only after a public hearing was held and the Assembly had an opportunity to review the final regulations.

Table 11

CHARACTERISTICS OF THREE METHODS OF POLICY/REGULATION DEVELOPMENT

Policy Determination by Lands and Resources Manager - No Public Hearing(s)	Legislative Regulations Established by Manager after Holding Public Hearing(s)	Legislative Regulations Established by Manager after Holding Public Hearing(s) - Assembly Conducts Final Review
■ No significant economic impacts ■ Policy may involve routine day to day operations of the Lands and Resources Office ■ Policy may respond to a unique situation, unlikely to occur again	■ No significant economic impacts ■ Regulations of general application and future effect ■ Enforcement power desired ■ Large constituencies might be impacted	■ Significant economic impacts ■ Regulations of general application and future effect ■ Enforcement power desired ■ Large constituencies might be impacted

Procedures for Adopting Policies Which Do Not Require Public Hearings

- Lands and Resources Manager presents a written policy to City Manager. Unless the City Manager objects to the proposed policy or feels the policy warrants public review, the policy is effective immediately.
- Policy is codified into a policy and procedure manual on file in the Lands and Resources Office.

Procedures for Adopting Legislative Regulations Which Require Public Hearings

- Legislative regulations are drafted with assistance of city attorney and review by other affected departments.
- Draft regulations are distributed to the Assembly.
- Public hearing(s) are conducted.

- The Manager adopts regulations.
- Assembly conducts final review of regulations, if required.
- Legislative regulations become effective 30 days after approved.
- The regulations are codified into an administrative code.

Table 12

RECOMMENDED DELEGATION OF REGULATORY AUTHORITY BY ISSUES

Policy Established by Lands and Resources Manager	Regulations Established by City Manager	Regulations Established by City Manager with Review by Assembly
■ Christmas tree cutting, removal of live bushes, etc. for personal use ■ Non-commercial recreational gold panning ■ Routine office procedures such as filing and reviewing applications to use CBJ lands and resources ■ Removal of dangerous trees	■ Firewood cutting on CBJ land for commercial or personal use ■ Rock, sand, gravel extraction for personal use ■ Christmas tree cutting, removal of live bushes, etc. for commercial use ■ Gold panning for commercial purpose including commercial recreational panning ■ Camping on CBJ property	■ Commercial timber extraction ■ Commercial rock, sand, or gravel extraction

Transfer of Land Management Authority

Transfer of Land Management Authority

Interdeparmental Transfer of Management Responsibilities

In addition to the Lands and Resources Office, several departments manage certain CBJ owned lands and facilities. These departments oversee the daily management and maintenance of the subject properties. These properties are often very intensively used by the public.

This section of the land management plan recommends a procedure for formally transferring management authority for CBJ lands from the Lands and Resources Office to other CBJ departments for purposes of clarifying management responsibilities. It also identifies the general scope of management authority transferred. Departments would manage the property in compliance with all ordinances and regulations affecting the general management of CBJ owned lands. However, this would not preclude those departments from developing additional regulations, as authorized, to enhance their management of CBJ lands.

Proposed Land Management Authority Transfers*

- Parks and Recreation
  - Established parks and ball fields;
  - Designated parks and open spaces;
  - Established trails and trail corridors;
  - Greenbelts;
- Airport - All lands within the airport perimeter
- Harbors - All CBJ harbors and related facilities
- Eaglecrest - All lands and facilities directly associated with the ski area
- School District - All existing school campuses
- Hospital - Entire hospital complex
- Other Departments - office and work place facilities used by individual departments

* **The proposed transfer of management responsibilities reflects the current informal management arrangement.**

Authority Transferred

The following management responsibilities would be transferred in the interagency agreement between the Lands and Resources Office and the affected departments:

- Routine daily management of operations and maintenance of facilities
- Contracts for services
- Leasing of facilities, when specifically authorized in the transfer agreement
- Issuance of permits

The sale of CBJ land or facilities would not be transferred to other departments. This responsibility would continue to be handled by the Lands and Resources Office.

Procedure for Transferring Management Authority

The transfer of management authority would simply entail a brief written memorandum outlining the scope of responsibilities transferred which would be signed by the Lands and Resources Manager, the Department director receiving the transfer, and the City Manager. Maps depicting the affected area would be attached for easy reference.