

**ASSEMBLY STANDING COMMITTEE  
LANDS AND RESOURCES COMMITTEE  
THE CITY AND BOROUGH OF JUNEAU, ALASKA**  
June 27, 2016, 5:00 PM.  
Municipal Building Assembly Chambers

**I. ROLL CALL**

**II. APPROVAL OF AGENDA**

**III. APPROVAL OF MINUTES**

- A. June 6, 2016 Minutes

**IV. PUBLIC PARTICIPATION**

(Not to exceed a total of 10 minutes nor more than 2 minutes for any individual).

**V. AGENDA TOPICS**

- A. CBJ Involvement in Housing
- B. 2nd and Franklin Property Update
- C. Film Opportunities

**VI. STAFF REPORTS**

**VII. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS**

**VIII. ADJOURNMENT**

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**ASSEMBLY STANDING COMMITTEE MINUTES  
LANDS AND RESOURCES COMMITTEE  
THE CITY AND BOROUGH OF JUNEAU, ALASKA  
MINUTES**

June 6, 2016 5:00 PM  
Assembly Chambers

**I. ROLL CALL**

Kate Troll, Chair, called the meeting to order at 5:01 pm.

**Members Present:** Chair Kate Troll; Assembly members: Jerry Nankervis, and Debbie White

**Members Absent:** Mary Becker

**Liaisons Present:** Carl Greene, Planning Commission; Chris Mertl, PRAC

**Liaisons Absent:** Bob Janes, Docks & Harbors

**Staff Present:** Greg Chaney, Lands Manager; Rachel Friedlander, Lands and Resources Specialist; Scott Ciambor, Chief Housing Officer; Rorie Watt, City Manager

**II. APPROVAL OF AGENDA**

The agenda was approved as amended.

**III. APPROVAL OF MINUTES**

A. April 25, 2016 Minutes

B. May 16, 2016 Minutes

The April 25, 2016 and May 16, 2016 minutes were approved.

**IV. PUBLIC PARTICIPATION**

Mr. Patrick Race, filmmaker and illustrator of Juneau, addressed the Lands Committee on his experiences with film permitting in Juneau. Mr. Race believes it would not be productive to create a permit that is all encompassing for small and large film productions.

Mr. Nankervis asked how would a member of the public know what permit they would need to get and Mr. Race replied he calls City offices and has staff route him to the right place. Mr. Nankervis asked that if Mr. Race calls the City, does he speak to the specific department managing the property where the filming is to occur and is it difficult and Mr. Race replied yes and that it is not difficult to figure out. Mr. Nankervis asked if Mr. Race has found the information on the City's webpage and Mr. Race said it's easier to contact City staff.

Mr. Mertl asked if there are any City fees associated with Mr. Race's productions and Mr. Race replied not with his personal projects but for a commercial enterprise, yes. Mr. Mertl then asked if Mr. Race was just filming and had no impact on the site, would it make sense to have a threshold of when you do need a permit or don't and Mr. Race replied that already exists.

Chair Troll asked for large productions that like stability in their advanced planning, would packaged permits help and Mr. Race replied that Juneau has already accommodated film shoots and have not turned anyone away.

Ms. Christy Ciambor, Tourism Marketing Manager with Travel Juneau, addressed the Lands Committee on her experiences with film permitting in Juneau. Ms. Ciambor shared data with the committee on the amount of money production companies bring in to Juneau.

Mr. Greene asked Ms. Ciambor if she was for or against the policy and Ms. Ciambor replied she's in favor for centralized permitting.

Mr. Wayne Coogan, Juneau resident, expressed there is concern regarding the Pederson Hill subdivision project and posed two questions to the committee: can the City build the subdivision for a certain price and if it is possible, should the City do that. Mr. Coogan said Pederson Hill needs more review.

## **V. AGENDA TOPICS**

### **A. Film regulations in Juneau**

Mr. Chaney said the Lands Division is charged with coordinating film permits for the City & Borough of Juneau, went over some examples of big production companies that have come through Juneau, addressed the previously uncoordinated CBJ procedures associated with administering film permits and explained how the Lands Office was entrusted with coordinating current film applications. Mr. Chaney then advocated for developing regulations for film permits based on impacts productions cause to other users groups or if they need exclusive use of a site.

Ms. White said she would only support rules if they were directed at user groups who do have an impact or cause public disruptions but not address community members who use smartphones or drones. Mr. Mertl agreed and said if its low impact, no permit is needed. Mr. Mertl said that one of the greatest challenges is that City property is surrounded by different land managers, and that the City should only address film productions that are on City property.

Mr. Nankervis agreed with Mr. Race that less policy is better, and suggested that the City include film regulations on the City's homepage to direct film production companies to the appropriate contact for each Department to minimize staff time coordinating what the production companies should be doing on their own.

Chair Troll said there is value to impact based film regulations and that she's interested in the packaging idea to make it easier for production companies. Ms. White and Chair Troll requested that Mr. Chaney investigate further, work with Travel Juneau to better understand the film permitting process, and bring back refined material if needed.

#### **B. City Manager to set stage on CBJ Involvement in Housing Development**

Mr. Watt said that at the May 23<sup>rd</sup> Assembly meeting, assembly members received a lot of comment from property developers on the Land Management Plan regarding the City's role in land development, particularly Pederson Hill. Mr. Watt asked Mr. Chaney and Mr. Scott Ciambor to provide tonight's information to help explain City activities and timelines associated with development. Mr. Watt said that the City taking a more aggressive role in land development gets the City closer to what the private sector does, and that the committee should anticipate more participation and concern from developers as a result. Mr. Watt mentioned asking property developer Mr. Harris to participate in an audit of the process his subdivision went through, with the City additionally completing a process audit on how it generally handles subdivisions. Mr. Watt wants a broader outreach effort made to the development community and a better explanation on what the City is doing so community members know when to participate.

#### **C. Financial Review of Renninger Subdivision and Jackie Street**

Mr. Chaney's presentation gave a brief overview of the Renninger Subdivision, with the overall message being that the City attained success and profit with the construction of this subdivision.

Mr. Nankervis asked if the standards for Renninger subdivision were before or after Title 49 code changes and Mr. Chaney replied that the subdivision was evaluated under old rules and that the standards related to subdivisions of this size did not change when Title 49 was updated.

Chair Troll said she appreciates the outlay of costs and working with the private sector and that Mr. Chaney should be commended that there is more value than cost coming out of Renninger Subdivision.

#### **D. Pederson Hill Subdivision Decision Making Milestones**

Mr. Chaney emphasized to the committee that at any point, the Pederson Hill Subdivision project can stop at the direction of the Assembly. *"Are these*

*milestones or tombstones? The choice is yours,”* said Mr. Chaney. Mr. Chaney went over each milestone more in-depth during his presentation, and said there are many options and opportunities for the Assembly in the future.

Chair Troll asked if the Committee would like the Pederson Hill Subdivision application to continue its course before the Planning Commission or invite the Affordable Housing Commission and developers to participate in a work session with the Lands Committee as a result of the recently adopted Housing Action Plan, which would revisit the Pederson Hill concept at the next Lands Committee meeting on June 27<sup>th</sup>. Mr. Chaney replied he will not be in town for the next Lands Committee meeting, but that having a work session-type meeting would not delay the Planning Commission evaluation of Pederson Hill since they have a number of questions that need to be addressed before the application for Pederson Hill is granted a hearing date. Mr. Chaney emphasized that there has been a lot of effort prior to this point that has gone in to Pederson Hill, and Chair Troll acknowledged this to be the case.

Ms. White was concerned why the City has begun negotiations with Tlingit Haida Regional Housing Authority (THRHA) instead of other groups and Mr. Chaney replied no commitments have been made and discussions have occurred around only a potential partnership. Once Lands and Resources receives a preliminary plat, then seeking out other potential partners can occur, said Mr. Chaney. Chair Troll reaffirmed that the topic of partnering with THRHA has come before the Lands Committee already and that Mr. Chaney is working with the direction given to him by the committee.

Chair Troll then asked if the Lands Committee should let the Pederson Hill milestones proceed or have a thorough discussion to review the concept layout. Mr. Nankervis replied he would prefer Pederson Hill to proceed to the Planning Commission and that the Lands Committee has already worked with developers on this topic, and does not think having a meeting on what has already been addressed before will accomplish anything. “We did not do all of this in a vacuum,” said Mr. Nankervis. Chair Troll replied that the new dynamic before the group is the Housing Action Plan, how the Plan puts more emphasis on multifamily housing rather than single family homes, and that the Affordable Housing Commission would like to delve further into the concept of Pederson Hill.

The Lands Committee decided that the Pederson Hill Subdivision project should proceed to the Planning Commission.

## **E. Discussion Concerning Hierarchy of CBJ Involvement in Housing Development**

Mr. Chaney went over a presentation slide detailing the continuum of CBJ involvement in housing to show just how much the City has done to assist development.

In the interest of time, Mr. Ciambor briefly went over the City and Borough of Juneau Housing Continuum drafted as a resource for the assembly to identify what the CBJ does and can do for housing. Mr. Ciambor emphasized the City is doing a lot for Juneau's housing and should take credit for doing so, and ended by presenting case studies associated with housing assistance programs in cities like Milwaukee and Mammoth Lakes.

Chair Troll said she was supportive of graphic presented by Mr. Ciambor and encouraged Lands Committee members to look into the Milwaukee and Mammoth Lakes case studies that were presented.

## **VI. STAFF REPORTS**

There were no staff reports.

## **VII. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS**

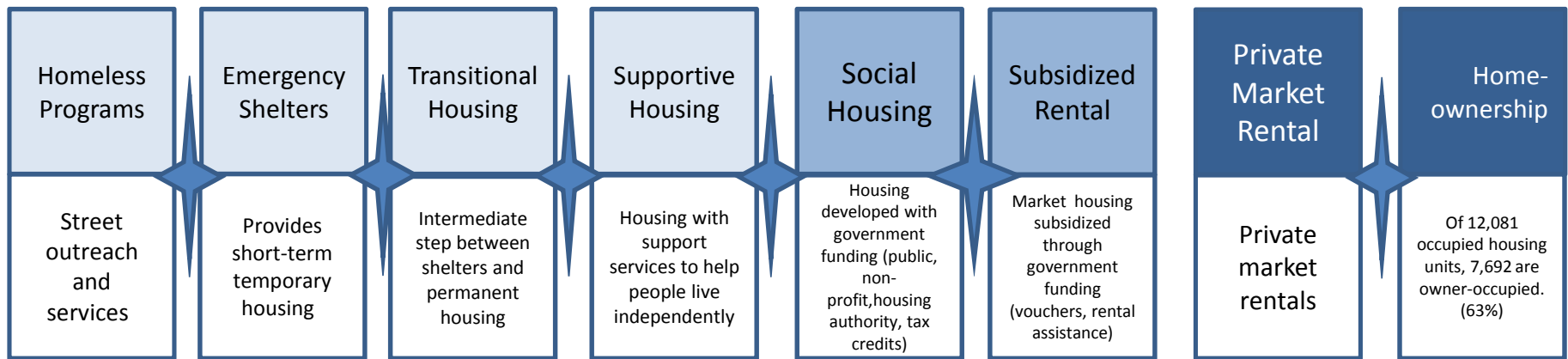
Mr. Mertl said the PRAC will be hearing from members of the public who would like to prohibit the launching of fireworks from CBJ Park Lands. Mr. Mertl applauded the grand opening of the SLAM and emphasized this new resource will impact the already present parking issues of the Willoughby District.


## **VIII. ADJOURNMENT**

The meeting was adjourned at 6:05 pm.



# City and Borough of Juneau Housing Continuum



 **Special Needs Housing (homeless, seniors, persons with disabilities, youth)**

 **Affordable Housing**

80% AMI

## NON-MARKET HOUSING

## MARKET HOUSING

### Income Line

**Extremely Low  
(0 to 30% AMI)**

**Very Low  
30% to 50% AMI**

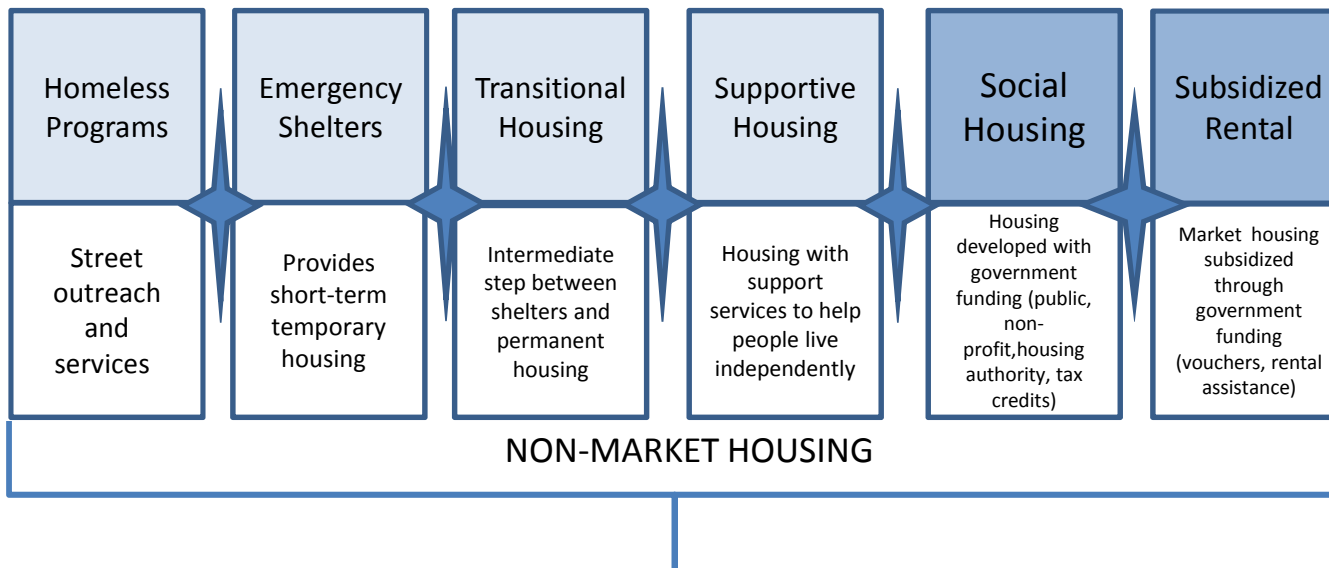
**Low  
(50% to 60% AMI)**

**Moderate  
(60% to 80% AMI)**

**Workforce Housing  
(50% to 120% AMI)**



# Municipal Tools for Non-Market Housing



## Current CBJ Role In Non-Market Housing

- Data/Mapping/Planning Resources
- Land (sale or reduced price)
- One-time cash considerations
- Loans/CBJ Financing
- Property tax exemptions/credits(non-profits/tax credit properties)

- Gravel discounts
- Social Service Advisory Board Block Grants – Utility Grants
- Juneau Affordable Housing Fund (0% to 120% AMI)
- Apply for State/Federal Funding (CDBG)





## Public Private Partnerships for Non-Market Housing in Juneau

### AWARE

Alaska Housing Development  
Corporation (AHDC)  
St. Vincent DePaul  
The Glory Hole  
Juneau Housing First Collaborative  
Gastineau Human Services  
Rainforest Recovery Center

Tlingit-Haida Regional Housing Authority  
Haven House  
JAMHI  
Volunteers of America  
Tax Credit Developments (75 projects in  
2015)  
Channel View, Inc.  
Senior Citizens Support Services, Inc.

# **Year-Round Emergency Shelter, Transitional Housing, and Permanent Supportive Housing Beds Per Capita by Census Area**

## **Beds Per 1,000 Residents**

Juneau City & Borough	8.28	Kenai Peninsula	1.64
Anchorage Municipality	5.52	Matanuska-Susitna	1.49
Fairbanks North Star	4.55	Nome	1.26
Kodiak Island	4.41	North Slope	1.17
Ketchikan Gateway	4.16	Northwest Arctic	0.80
Dillingham	3.30	Valdez-Cordova	0.73
Sitka	2.36	Aleutians West	0.72
Bethel	2.23		

According to the 2015 Housing Inventory Count, 14 of the 29 Census Areas in Alaska have no year-round Emergency Shelter, Transitional Housing, or Permanent Support Housing Facilities

## **Legend: Beds Per 1000 Residents**





## City and Borough of Juneau Housing Continuum

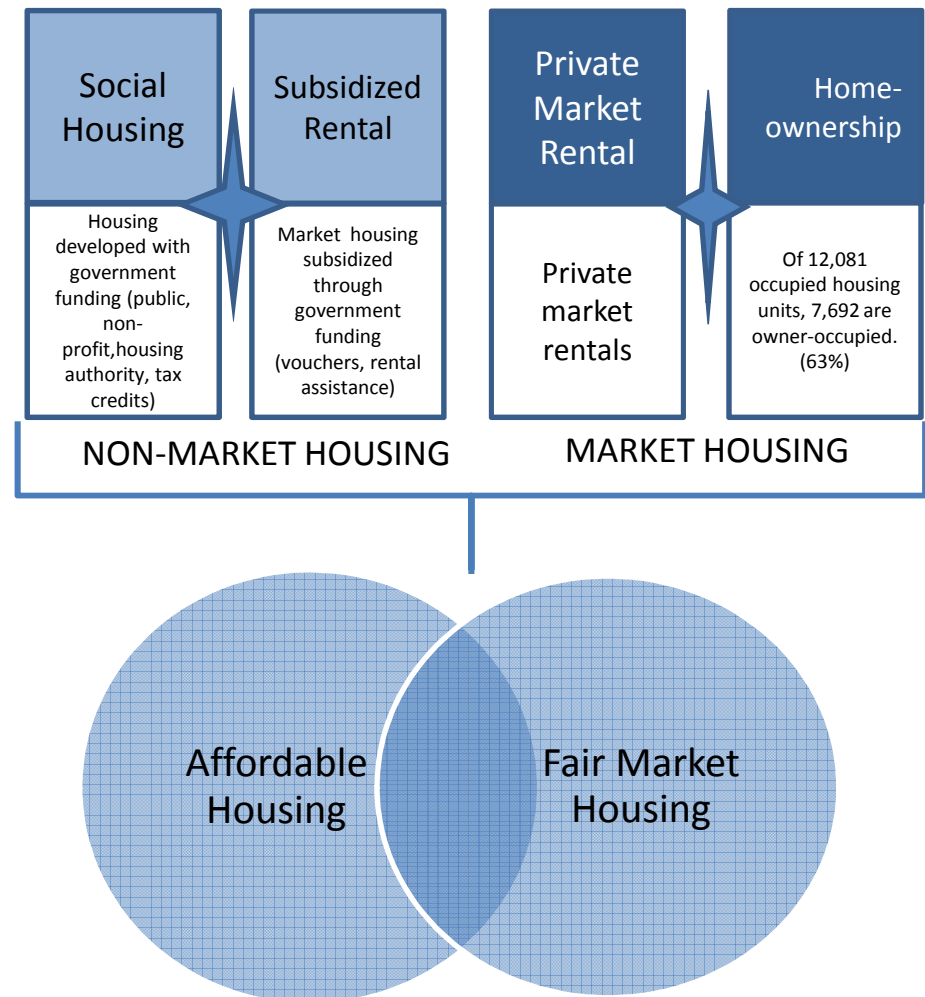
Strategies that allow for market rentals or single-family homes/condos to be affordable.

### City and Borough of Juneau

- Mobile home down payment program (developing)
- Property Tax Exemptions

### Community Resources

- Housing Choice Vouchers (AHFC)
- Rental Assistance Program (Alaska Housing Development Corporation)
- Rent to Own Programs (THRHA)
- First-time homebuyer Programs (AHFC/Banks)
- Community Land Trust (Juneau Housing Trust)



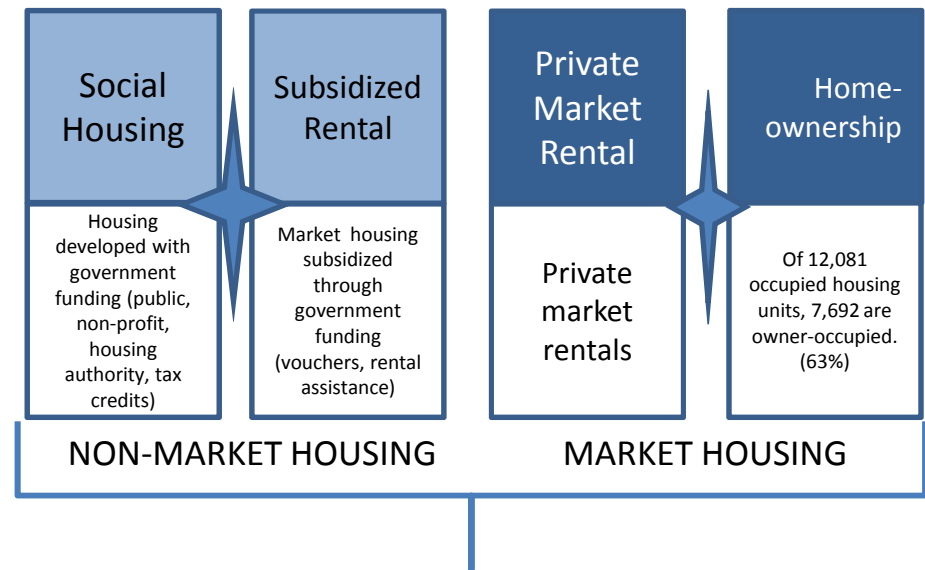


## City and Borough of Juneau Housing Continuum

Strategies that allow for market rentals or single-family homes to be affordable.

### Public Private Partnerships for Non-Market Housing

Juneau Housing Trust  
UAS Home Build Program



### CBJ Role (Same resources for non-market housing)

- Data/Mapping Resources
- Land (sale or reduced price)
- One-time cash considerations
- Property tax exemptions/credits (non-profits/tax credit properties)
- Gravel discounts
- Social Service Advisory Board Block Grants – Utility Grants
- Juneau Affordable Housing Fund (0% to 120% AMI)
- One-time cash considerations
- Apply for State/Federal Funding (CDBG)



## City and Borough of Juneau Housing Continuum

### Municipal Tools for Market Housing

#### CBJ Role in Market Housing Program

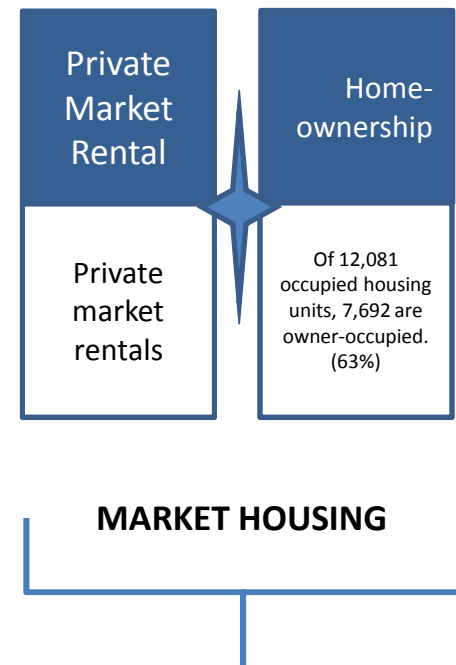
- CBJ Homeowner Accessory Apartment Incentive Grant Program
- Subdivision Property Tax Abatement Ordinance

#### Project by Project Options

- Land (Sale)
- Gravel Discounts
- Finance Subdivision Improvements
- Build Roads and Subdivide Multifamily Lots

#### Some of the same resources as Non-Market Housing

- Data/Mapping Resources
- Gravel discounts
- Juneau Affordable Housing Fund (Up to 120% AMI)





Milwaukee, Wisconsin

“Milwaukee’s housing stock is one of its most valuable assets.”

Department of City Development

Housing Resources Department

2016 Housing Resource Guide: [Link](#)

Guide to all City & Partner Housing Programs in Milwaukee

### **City Real Estate**

City Houses for Sale

- Owner occupied sales
- All bidders

Bulk Buyer Guidelines

\$500 Landscaping Incentive Program

Vacant Lot Guidelines

### **Neighborhood Improvement Development Corporation**

Targeted Investment Neighborhoods  
(TIN)

- Home & Rental Rehabilitation  
Loans

STRONG Homes Loan Program

Homebuyer Assistance Program

Tax Incremental Districts

Healthy Neighborhoods Initiative

Community Improvement Projects

Take Root Milwaukee



## Mammoth Lakes, California

Mammoth Lakes Housing, Inc.

Mammoth Lakes Housing, Inc. (MLH), with the political and financial support of the Town of Mammoth Lakes, has spearheaded a workforce housing development program.

Mammoth Lakes Housing has developed and/or rehabilitated 189 housing units and 13 in neighboring jurisdictions.

### Down Payment Assistance Program

Worked with Town of Mammoth Lakes to implement Housing Element and the housing requirements of the Town's Municipal Code. This has helped secure grant funding, helped develop a more effective deed restriction program, and spurred development.

# MEMORANDUM

CITY/BOROUGH OF JUNEAU

Manager's Office  
155 S. Seward St., Juneau, Alaska 99801  
Scott.Ciambor@juneau.org  
Voice (907) 586-0220  
Fax (907) 586-5385

**TO:** Lands Committee  
**FROM:** Scott Ciambor, Chief Housing Officer



**DATE:** June 22, 2016

**SUBJECT:** Land Disposal of North Franklin Parking Lot, 310 and 324 Second St.

## Background Information

- In 2003, CBJ purchased property through trade agreement. (\$1,056,000). Buildings were removed for a parking lot.
- [2014 real estate appraisal](#) (Ramsey Appraisal Resource):
  - Value: \$530,000
  - Highest and Best Use of the Site: Mixed Use w/ commercial space on 1<sup>st</sup> floor, four floors of residential above.
- [CBJ Land Management Plan \(pg. 89\)](#): Lands ID Number: 1007 Property targeted for disposal through RFP process – lease or sale through competitive bid procedure.
- 2015 solicited letters of interest: Assembly agreed to work out deal with Juneau Legacy Properties. Deal was not completed; some discussion over inclusion of reversion clause by CBJ that made financing difficult for the project.
- 2015 CBJ worked with Ricker Real Estate Consulting to put together a potential Long Term Lease Option for the property; a draft version is now available for use as a CBJ tool.

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Through connections made from previous disposal efforts and conversations with Tracey Ricker (Ricker Real Estate), staff has been contacted with renewed interest in the purchase and development of the 2<sup>nd</sup> and North Franklin lots in a manner that meets the recommended highest and best use of the site. Based on Assembly goals of creating more housing downtown, staff recommends taking steps to dispose of the property through the negotiated sale method.

### Negotiated Sales (Land Management Plan pg. 97)

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.

CBJ§53.09.260



<b>Land Disposal Method</b>	<b>Recommended</b>
Leases	
Land Exchanges	
Over-theCounter Sales	
Lotteries	
Auctions	
Sealed Competitive Bids	
Negotiated Sales	X
Disposal for Public Use	

Staff feel that the fair market sale of the property for a mixed use, market housing project would be most efficient through the negotiated sales process; it would utilize insight from previous disposal efforts and lead to an agreement that would meet Highest and Best Use of the Site.

If given authorization by the Lands Committee to pursue a negotiated sale, City Manager and staff would create a revised Letter of Interest and solicit proposals. Categories for evaluation would include:

- Experience and Capacity;
- Positive Impact on Housing;
- Potential to Provide Other Street-Level Uses;
- Parking Management Strategies; and
- Overall Concept and Design Strategy.

City Manager and staff would evaluate proposals, choose a partner, and negotiate terms of the sale. Once terms of the sale were agreed upon, staff would return to the Lands Committee for approval.

If terms of the sale were approved by Lands Committee, the proposal would move to the Planning Commission and on to the Assembly for final approval.

**Note:** The long-term lease option is not recommended for this project because the number of potential residential units is too small to pencil out financially for developers and leases can be seen as an added complication for many residential developers.

# MEMORANDUM

CITY/BOROUGH OF JUNEAU

Lands and Resources Office  
155 S. Seward St., Juneau, Alaska 99801  
Rachel.Friedlander@juneau.org  
Voice (907) 586-0617

**TO:** The Assembly Lands Committee  
**FROM:** Rachel Friedlander, Lands and Resources Specialist  
**SUBJECT:** CBJ – Travel Juneau Meeting Outcomes and Partnership  
**DATE:** June 15, 2016



On June 13<sup>th</sup>, 2016, Lands staff met with Travel Juneau<sup>1</sup> staff Liz Perry, President/CEO, and Christy Ciambor, Tourism Marketing Manager, to discuss commercial film requirements, challenges and opportunities in Juneau.

One of the central topics of discussion was the State's recent decision to eliminate funding for the Alaska Film Office and Film Tax Credit Program, which will require municipalities like Juneau to have a more active role attracting outside interests to choose Alaska's Capital City as their filming location.

Travel Juneau was very supportive of working closely with the City to promote Juneau as Alaska's premier filming location, and offered to include any information the City provides on the Travel Juneau website. In addition Travel Juneau will supply statistics for how much money production companies bring to Juneau during their stay. As Christy Ciambor shared with the Committee on June 6<sup>th</sup>, the economic impact of production in Juneau for the 2015 *Lands End* catalog was \$88,920; 2015 Travel Channel/Pizza Masters was \$14,820; and the 2014 TODAY Show was \$5,928 although the ad value equivalency for the Today Show was valued at \$4,300,000 and reached 44,376,564 viewers.

Until recently, Travel Juneau had not provided information on filming in Juneau on their website; this was also the case for the CBJ. The City now has film permit information available on the Lands and Resources Division homepage, and soon Travel Juneau will provide this information when their website is updated. Travel Juneau has also been an excellent resource for navigating the US Forest Service (USFS) film permit regulations, and has assisted larger production companies in being able to access Juneau landmarks like the Mendenhall Glacier. Liz Perry highlighted that one of Juneau's significant advantages when it comes to filming is the close proximity to a variety of different activities, all available within a short drive.

As Chris Mertl mentioned during the June 6<sup>th</sup>, 2016 Lands Committee meeting, the multiple land-owners that manage property throughout Juneau adds to the complexity of filming here. Each entity- whether it be the CBJ, State of Alaska, US Forest Service, National Park Service, or private land-owners- have different protocols for issuing film permits to interested parties. Travel Juneau asked the City to help make its process as centralized as possible for coordinating and issuing permits. Travel Juneau also asked the City to devise a fee schedule for municipal areas that have an associated cost to them so production companies have the most information available to them when choosing film locations.

In order to facilitate film applications, Lands has developed a standard CBJ film permit application so the production company will be able to enter the relevant information online. This form is now available on the Lands and Resources Division homepage and will soon be on the Travel Juneau page.

<sup>1</sup> Travel Juneau is also known as the Juneau Convention and Visitors Bureau (JCVB).