

Heritage Land Bank Advisory Commission Work Session

Thursday, October 13, 2022 at 11:30 a.m.

via Microsoft Teams and telephonic hearing (907) 519-0237 Conference ID 997 316 172#

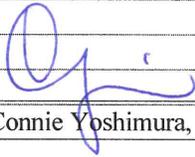
A G E N D A

- I. **Call to Order and Statement of Procedure:** Chair Tammy Oswald
- II. **Roll Call, Introductions and Disclosures:** Emma Giboney
- III. **Approval of Agenda**
 - a. October 13, 2022
- IV. **Overview of Heritage Land Bank Advisory Commission Roles/Responsibilities, MOA Legal**
- V. **Overview of MOA Land Use Entitlement Process, MOA Planning Department**
- VI. **Work Session – Holtan Hills Land Disposal**
- VII. **Commissioner Comments**
- VIII. **Next Regularly Scheduled Meeting Date:** Thursday, October 27, 2022 at 11:30AM in the Permit & Development Center, 4700 Elmore Road, Anchorage, Alaska or via Microsoft Teams and telephonic hearing.
- IX. **Adjournment**

Holtan Hills Phase 1 & 2
PROFORMA 8/20/22

	HH Ph. 1	HH Ph. 2
Revenue from Lot Sales (Based on Market Survey)	9,407,000	7,640,000
Onsite Development Costs		
Onsite Pre-Development Costs (Sec 8.3(a) - 8.3(e))	222,500	161,200
Engineering, Review, and Inspections (Sec 8.3(a) - 8.3(e))	427,345	451,350
Onsite Construction Costs (Sec 8.3(b)) - Based on 2022 Construction Cost Provided by Triad Engineering	4,425,287	4,413,250
Financing Costs (Sec 8.3(f)) - Based on 6.5% interest for 3 years	638,323	634,499
Total Onsite Development Costs	5,713,455	5,660,299
Post Development Costs - Based upon Appraisal Review of Standard Fees		
Closing Costs (Sec 6.9 - Title insurance, recording fee, warranty deeds, etc...)	51,000	44,000
Marketing Fee (Sec 6.9 - 3% of Sales Price)	282,210	229,200
General and Administrative Expense (Sec 8.3(h))	30,000	30,000
Developer Administrative Fee (Sec 6.8 - 1% of Sec 8.3(a) - 8.3(h))	57,435	56,903
Developer Management Fee (Sec 6.8 - 3.5% of Sec 8.3(a) - 8.3(h))	201,021	199,160
Total Post Development Costs	621,665	559,263
Net Income before Tax	3,071,880	1,420,437

Holtan Hills LLC

Approved By: 
 Connie Yoshimura, Manager

Date: 8/20/22

Municipality of Anchorage and Its Heritage Land Bank

Received By (Sign): REAL ESTATE DEPARTMENT
 Received

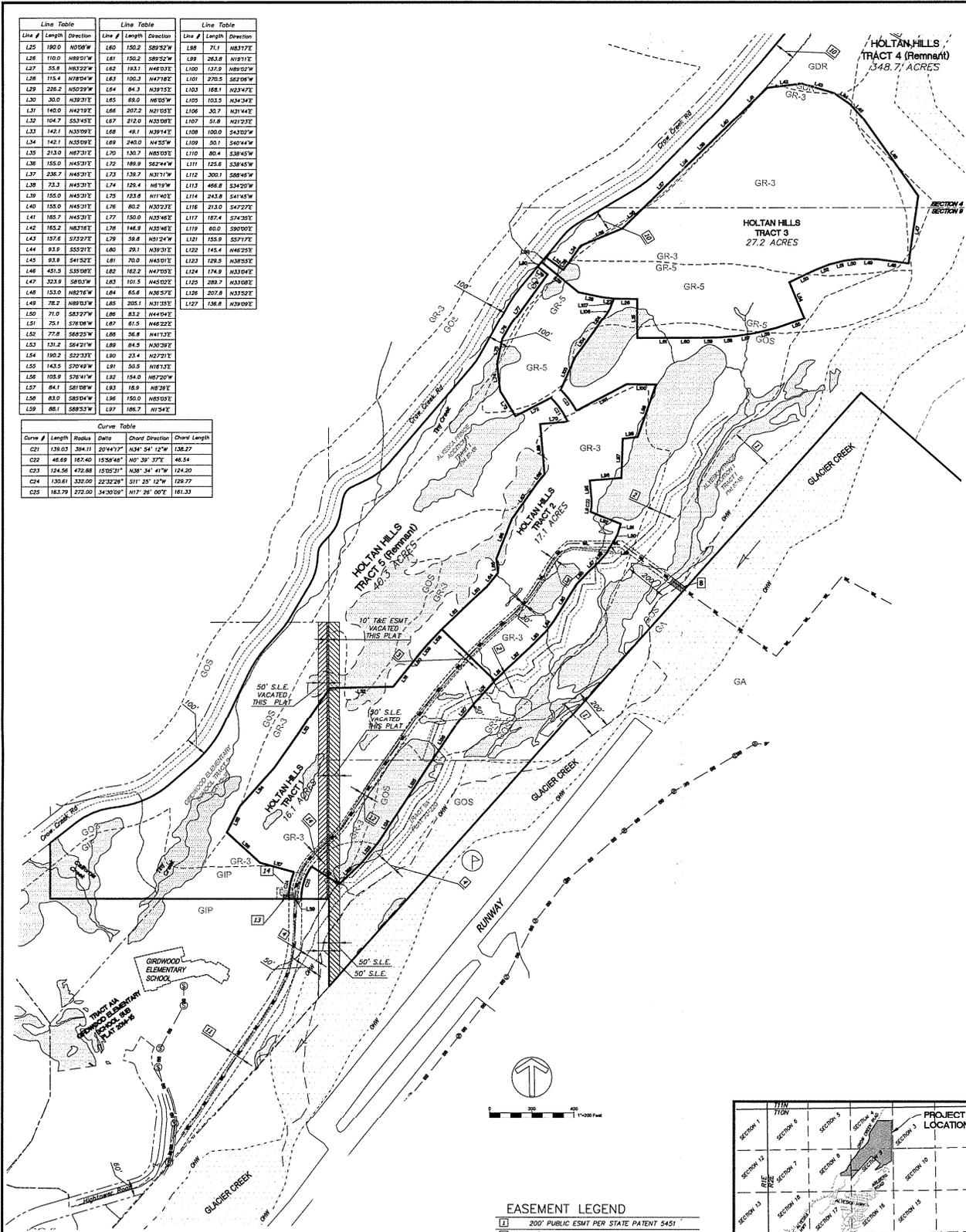
Name (Print): AUG 26 2022

Its: Real Estate Services
Heritage Land Bank

Date: _____

Line Table			Line Table			Line Table		
Line #	Length	Direction	Line #	Length	Direction	Line #	Length	Direction
L25	190.0	N04°08'W	L60	150.2	S89°52'W	L88	71.8	N83°17'E
L26	110.0	N89°01'W	L61	150.2	S89°52'W	L89	283.8	N19°11'E
L27	55.8	N83°22'W	L62	193.1	N44°03'E	L90	137.0	N89°02'W
L28	115.4	N89°01'W	L63	100.3	N49°12'E	L91	292.5	S29°40'W
L29	226.2	N52°29'W	L64	84.3	N39°15'E	L92	168.1	N23°17'E
L30	30.0	N43°31'E	L65	69.0	N8°05'W	L93	103.5	N34°34'E
L31	140.0	N42°19'E	L66	207.2	N21°05'E	L94	30.7	N21°44'E
L32	104.7	S53°45'E	L67	212.0	N35°08'E	L95	51.8	N21°21'E
L33	142.1	N35°09'E	L68	48.1	N39°14'E	L96	100.0	S43°02'W
L34	142.1	N35°09'E	L69	240.0	N4°55'W	L97	50.1	S40°44'W
L35	215.0	N87°31'E	L70	130.7	N85°03'E	L98	80.4	S29°40'W
L36	155.0	N45°21'E	L71	180.9	S22°44'W	L99	125.6	S28°40'W
L37	236.7	N45°31'E	L72	139.7	N31°17'W	L100	300.1	S88°42'W
L38	73.3	N45°31'E	L73	129.4	N8°19'W	L101	468.8	S34°20'W
L39	155.0	N45°21'E	L74	123.8	N11°40'E	L102	243.8	S41°42'W
L40	155.0	N45°21'E	L75	60.2	N30°23'E	L103	213.0	S47°27'E
L41	185.7	N45°21'E	L76	150.0	N35°46'E	L104	187.4	S74°35'E
L42	185.2	N83°10'E	L77	146.9	N35°46'E	L105	60.0	S90°00'E
L43	157.4	S132°17'E	L78	50.8	N01°24'W	L106	155.9	S29°17'E
L44	83.0	S55°21'E	L79	20.1	N39°31'E	L107	145.4	N42°22'E
L45	83.8	S41°52'E	L80	70.0	N45°01'E	L108	128.3	N35°53'E
L46	451.5	S35°08'E	L81	182.2	N4°10'S	L109	174.9	N33°04'E
L47	323.9	S81°17'W	L82	101.5	N45°02'E	L110	229.7	N33°08'E
L48	153.0	N82°12'W	L83	65.6	N38°57'E	L111	207.8	N33°52'E
L49	78.2	N89°01'W	L84	205.1	N31°35'E	L112	136.8	N39°09'E
L50	71.0	S83°27'W	L85	83.2	N44°04'E			
L51	72.1	S10°09'W	L86	61.5	N44°22'E			
L52	77.8	S68°25'W	L87	36.8	N41°13'E			
L53	131.4	S84°21'W	L88	84.5	N30°39'E			
L54	190.2	S23°33'E	L89	23.4	N87°21'E			
L55	143.5	S70°42'W	L90	50.5	N16°13'E			
L56	105.9	S78°41'W	L91	154.0	N87°20'W			
L57	84.1	S81°09'W	L92	18.9	N8°39'E			
L58	83.0	S85°03'W	L93	150.0	N45°03'W			
L59	88.1	S68°51'W	L94	186.7	N1°54'E			

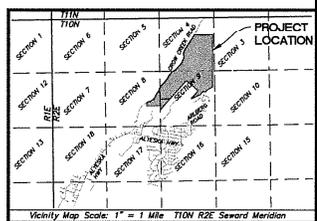
Curve Table					
Curve #	Length	Radius	Delta	Chord Direction	Chord Length
C21	139.03	384.11	20°44'17"	N34°54'12"W	138.27
C22	45.69	187.40	15°04'48"	N61°30'37"E	45.24
C23	124.56	472.86	15°05'31"	N30°14'41"W	124.20
C24	130.61	332.00	22°32'28"	S11°25'12"W	128.77
C25	163.79	272.00	34°30'09"	N17°26'00"E	161.33



LEGEND:

- ORDINARY HIGH WATER
- SECTION-LINE EASEMENT TO BE VACATED BY THIS PLAT
- GRAVEL ROAD OR PATH
- 16" PRIMARY WATERLINE
- SEWER LINE
- WETLANDS MAPPING PER HDR 2021
- MORA GOS WETLANDS MAPPING

- EASEMENT LEGEND**
- [1] 200' PUBLIC ESMT PER STATE PATENT 5451
 - [2] 50' ACCESS EASEMENT CENTERED ON IDITAROD TRAIL
 - [3] 30' IGP S/N 2018-013019-0
 - [4] 50' PUBLIC ESMT PER STATE PATENT 5451
 - [5] 100' IGP 2015-038505-0
 - [6] 20' UNDERGROUND ROW ESMT BK 2099 PG 079
 - [7] 15" NATURAL GAS PIPELINE ESMT S/N 2001-088386-0
 - [8] 30' PUE 2017-01608-0
 - [9] ROW PERMIT ADL 53373, RECORDED AS S/N 2019-001582
 - [10] 100' GREENBELT EASEMENT PER PLAT 84-446 (NOTE 130 ON PLAT 84-446)
 - [11] 60' PUE S/N 2009-074171-0
 - [12] 30' IGP S/N 2018-013081-0
 - [13] ELEC UTILITY ESMT S/N 2011-026040-0
 - [14] 30' IGP S/N 2018-013080-0



PRELIMINARY PLAT
Holtan Hills
 Tracts 1 - 5
 With Vacation of a 50' Section Line Easement and 10' T&E Esmt Per Plat 85-38

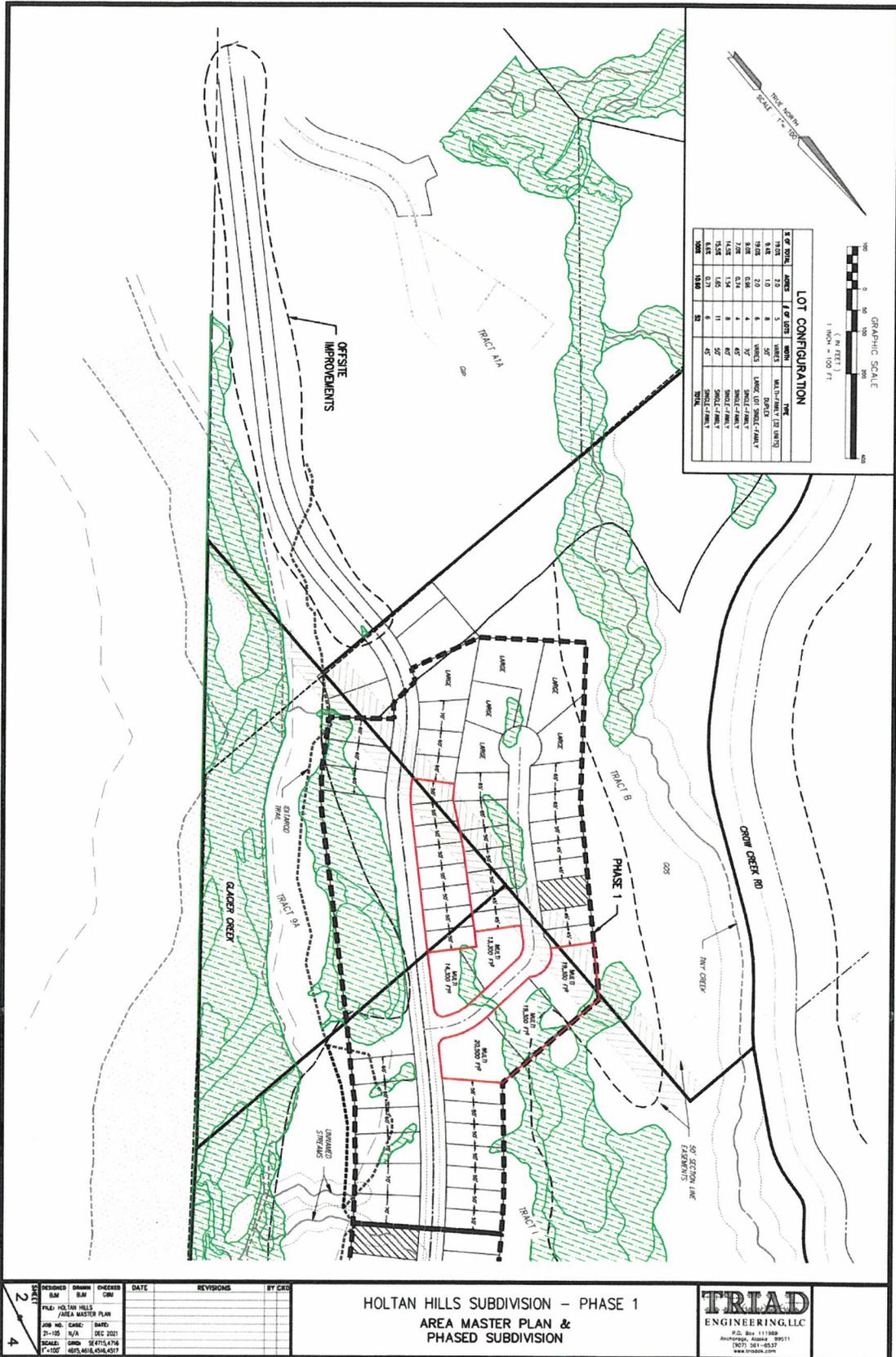
A Subdivision of:
 Tract 1, Alyeska Subdivision, Prince Addition, (Plat 87-131), and Tract 9A, Supplemental Cadastral Survey, T10N, R2E, S4M, (Plat 73-220) and Tract 8, Greenwood Elementary School Subdivision (Plat 85-38) Located within the SE 1/4, Section 8, and Section 4, T10N, R2E, Seward Meridian, Anchorage Recording District, Alaska. Creating 5 Tracts in approximately 446.9 acres.

4715 4716 4615 4616
 4717 4718 4617 4618 & 4412
 Scale: 1"=200'

Drawn: TH / Checked: JZ
 FB/Date: 2021-8/42-52
 Date: 8-18-2022
 MGA Case No.: N/A

The Boutet Co.
 601 East 57th Place, Suite #102
 Anchorage Alaska, 99518
 PHONE 907.562.8778 FAX 907.562.8779

Conceptual Subdivision Layout



LOT CONFIGURATION

NO. OF LOTS	AREA (ACRES)	NO. OF LOTS	AREA (ACRES)	NO. OF LOTS	AREA (ACRES)	NO. OF LOTS	AREA (ACRES)
1	0.25	1	0.25	1	0.25	1	0.25
2	0.50	2	0.50	2	0.50	2	0.50
3	0.75	3	0.75	3	0.75	3	0.75
4	1.00	4	1.00	4	1.00	4	1.00
5	1.25	5	1.25	5	1.25	5	1.25
6	1.50	6	1.50	6	1.50	6	1.50
7	1.75	7	1.75	7	1.75	7	1.75
8	2.00	8	2.00	8	2.00	8	2.00
9	2.25	9	2.25	9	2.25	9	2.25
10	2.50	10	2.50	10	2.50	10	2.50
TOTAL	15.00	15	15.00	15	15.00	15	15.00

REVISED	DRAWN	CHECKED	DATE	REVISIONS	BY	CHK
2	BJM	CBM				
4						

FILE: HOLTAN HILLS
 AREA MASTER PLAN
 JOB NO: 15-105
 DATE: DEC 2017
 SCALE: 1"=100'
 SHEET NO: 4 OF 4

HOLTAN HILLS SUBDIVISION - PHASE 1
AREA MASTER PLAN &
PHASED SUBDIVISION

TRIAD
 ENGINEERING, LLC
 P.O. Box 111888
 Raleigh, North Carolina 27611
 (919) 561-6537
 www.triadeng.com

Phase 1 Schematic of Proposed Lot Configuration				
% OF TOTAL	ACRES	# OF LOTS	WIDTH	TYPE
19.0%	2.0	5	VARIES	MULTI-FAMILY (32 UNITS)
9.4%	1.0	8	50'	DUPLEX
19.0%	2.0	6	VARIES	LARGE LOT SINGLE-FAMILY
9.0%	0.96	4	70'	SINGLE-FAMILY
7.0%	0.74	4	65'	SINGLE-FAMILY
14.5%	1.54	8	60'	SINGLE-FAMILY
15.5%	1.65	11	50'	SINGLE-FAMILY
6.6%	0.71	6	45'	SINGLE-FAMILY
100%	10.60	52		TOTAL

There is a total of 40 mixed density units and 39 single family lots

DATE: September 14, 2022

TO: Adam Trombley: Adam.Trombley@anchorageak.gov
Connie Yoshimura, CY Investments: cyoshimura@gci.net

CC: Heritage Land Bank and HLBAC Commissioners: hlb@anchorageak.gov
Girdwood Board of Supervisors: gbos@muni.org

FR: Holtan Hills Housing Advisory Committee, Sam Daniel and Emma Kramer, Co-chairs

Introduction

Girdwood is experiencing an ongoing housing crisis. Every resident and business owner is acutely aware of the lack of housing and the incredible challenges posed by the cost of housing. This reality is known and acknowledged in the HLB Girdwood Residential 2021 RFP (Attachment A, page 8 Section 3). The winning proposal, submitted by CY Investments, LLC, Pomeroy Lodging, and Seth Anderson PE. (Attachment B, p.20;4.5.1 Business Plan) indicates awareness of Girdwood's housing crisis and an intent to create "workforce housing, affordable housing, moderately priced single family homes with ADUs, luxury 50,000 square foot lots as well as cottages and 'bird' houses" (ibid). The Girdwood community is concerned that the Development Agreement (Attachment C) between CY Investments and MOA HLB addresses creation of lots only, without the specific guarantee of creation of the housing Girdwood needs.

In July an informal survey of Girdwood renters was conducted online via social media platforms. The 133 responses reveal many of the struggles our community faces with housing:

- 73% responded that their rent is over 30% of their income.
- 56% have stayed in unsafe living conditions.
- 36% have experienced homelessness while living in Girdwood.
- 69% have lived in housing that is not up to code.
- 21% have had to take out a loan to pay rent.
- 87% have considered moving out of Girdwood because of the lack of housing.
- 78% work more than 40 hours per week to afford rent.

Following a series of community meetings, widespread written input from community members and business owners, and at the suggestion of Connie Yoshimura, the Holtan Hills Housing Advisory Committee was formed by the GBOS to coalesce the community's concerns and work toward an agreement with CY Investments and HLB. This letter is the product of their work.

Goals

After deep listening to our community, our goals are to work collaboratively and use inclusionary housing concepts to:

- A. Increase the supply of workforce and mid-income housing;
- B. Increase the affordability of housing in Girdwood;
- C. Increase the amount of housing occupied by Girdwood residents; and,
- D. Limit the use of new housing as short term rental property.

Recommended Revisions to the Development Agreement.

1. Add language from the RFP (Attachment A) and the winning proposal (Attachment B) to the Development Agreement as a binding commitment that:
 - a. CY Master Plan/Plat/etc. shall “promote employment stability” within Girdwood. (Attachment A: p. 8).
 - b. CY Master Plan shall identify which of the lots / potential housing units in Phase 1 and Phase 2 will be affordable housing, senior housing, workforce housing, market rate housing, multi-generational housing, seasonal workforce apartments, residential homes with ADU’s, and “bird” houses / compact houses (Attachment A: p.11; Attachment B: p.2, 20, 24, 30).
2. Add specific requirements (Attachment B: p.12) for consultation with:
 - a. Girdwood Board of Supervisors/ Girdwood Land Use Committee
 - b. Girdwood Community Land Trust
 - c. Imagine Girdwood
 - d. Girdwood Trails Committee
3. Restructure HLB Profit Sharing through a combination of deed restrictions on Phase 1 and 2 lots to use of property as primary places of residence; and land transferred from Phase 1 and 2 to be deeded to a specified Girdwood nonprofit entity for the purpose of constructing inclusionary housing.
4. Increase density and/or increase number of multifamily lots in Phases 1 and 2.
5. Add deed restrictions on Phase 1 and Phase 2 to limit the use of properties as short term rentals.
6. Seed funding for creation and initial operation of Girdwood managed housing authority/ housing strategies
Upon the disposal of land to CY Investments, an initial investment of \$500,000 shall be designated by HLB and treated as encumbered funds to support creation and operation of a management body or contracting with an existing entity to implement inclusionary housing strategies within the Girdwood Valley Service Area in a manner similar to housing authorities in other resort communities.
7. Deadline for Construction of Housing
HLB shall create a requirement for construction of a specified number of housing units in a set period of time.
8. Increase transparency
Prior to land disposal, HLB provide the following:
 - a. Unredacted copy of the winning proposal by CY Investments, Seth Anderson, PE, and Pomeroy Lodging to the public;
 - b. Initial project budget as required in the signed Development Agreement (Attachment C: p. 6, section 3.7).
 - c. Written update on the status of the residual rights of the other 3 original partners in the winning proposal.

HLB and CY shall provide a communication calendar for the Holtan Hills development to the entities named in Item #2 above.

Encl:

Attachment A: HLB RFP

Attachment B: CY et al proposal

Attachment C: Development Agreement

**MUNICIPALITY OF ANCHORAGE
MEMORANDUM**

DATE: October 13, 2022

TO: Heritage Land Bank Advisory Commission

THRU: Craig H. Lyon, Planning Director
THRU: Dave Whitfield, Current Planning Manager

FROM: Ryan Yelle, Senior Planner

SUBJECT: AMC Title 21 Planning Entitlement Process for Proposed Holtan Hills Residential Development

The Holtan Hills Residential Development as proposed by Holtan Hills, LLC in its current concept will require approval of at least two planning entitlements: a Conditional Use Permit for a Planned Unit Development (CUP-PUD), and a phased subdivision. Should these entitlements involve any deviation from code standards either by choice or necessity, applicable variance requests shall accompany either the CUP-PUD or subdivision applications. If these entitlements are applied for concurrently, they may be decided upon by the Planning and Zoning Commission through a single public hearing. Should they be applied for separately, the CUP-PUD (and any associated variances) shall be decided upon by the Planning and Zoning Commission and the phased subdivision (and any associated variances) shall be decided upon by the Platting Board. The intent, purpose, and approximate timeline for each entitlement is outlined below:

Conditional Use Permit for a Planned Unit Development

Purpose: CUP-PUDs allow an applicant to develop a residential and/or mixed-use neighborhood to a higher density than what is otherwise allowed under the intended densities of the underlying zoning district. Further requirements for open space, utility installation, and landscaping are standard for any new CUP-PUD. Additionally, further flexibility to lot size dimensions, lot coverage, and minimum setbacks are allowed. However, it is important to note that any other residential, street cross section, and design standards of the underlying zoning district still apply.

Pre-Application Requirements:

In general with some exceptions, an applicant applying for an entitlement that requires approval through a public hearing shall conduct the following meetings prior to submitting an application to the Planning Department:

- 1) A pre-application conference requested by the applicant and facilitated by the Planning Department. The purpose of a pre-application conference is to allow the applicant an opportunity to introduce a project to reviewing agencies and solicit feedback on their proposal prior to submitting a final application.
- 2) A properly noticed community meeting conducted in accordance with the procedures of AMC 21.03.020C. Community meetings allow the applicant an opportunity to speak with community members about their project and both listen to any concerns they may have and answer questions.

**Approval
Process:**

Applications for a CUP-PUD are evaluated by the Planning Department who presents a recommendation for Approval, Approval with Conditions or Denial to the Planning and Zoning Commission. Both the recommendation from Planning and the final decision of the Planning and Zoning Commission should be reached through an evaluation of the Conditional Use Permit approval criteria of AMC 21.03.080D, Planned Unit Development approval criteria of AMC 21.07.110H.1., compliance with the minimum standards of AMC 21.07.110H.2., and comments received from both reviewing agencies and the public.

**Application
Timeline:**

Approximately 90 days factoring in noticing procedures for the required community meeting, public hearing, and to allow for sufficient review of the application materials by the public, community council, reviewing agencies and Planning Department.

**Decision-Making
Body:**

Planning and Zoning Commission through a public hearing.

Phased Subdivision

Purpose:

The purpose of the subdivision review process is to ensure compliance with the subdivision standards and requirements set forth in chapter 21.08, *Subdivision Standards*, which are designed to ensure quality development in the municipality consistent with the comprehensive plan.

**Pre-Application
Requirements:**

An applicant applying for an entitlement that requires approval through a public hearing shall conduct the following meetings prior to submitting an application to the Planning Department:

- 1) A pre-application conference requested by the applicant and facilitated by the Planning Department shall be conducted. The purpose of a pre-application conference is to allow the applicant an opportunity to introduce a project to reviewing agencies and solicit feedback on their proposal prior to submittal a final application.
- 2) A properly noticed community meeting conducted in accordance with the procedures of AMC 21.03.020C. Community meetings allow the applicant an opportunity to speak with community members about their plat and both listen to any concerns they may have and answer questions.

**Approval
Process:**

Applications for subdivision are evaluated by the Planning Department who presents a recommendation for Approval, Approval with Conditions, or Denial to the applicable decision-making body. In this case, it is intended that the CUP-PUD and subdivision will be heard concurrently and thus may be decided upon by the Planning and Zoning Commission. Any recommendation by the Planning Department and decision by the Planning and Zoning Commission or Platting Board should be reached through an evaluation of the subdivision approval criteria of AMC 21.03.200C.9., compliance with the minimum subdivision standards of AMC 21.08., and comments received from reviewing agencies and the public.

**Application
Timeline:**

Approximately 90 days factoring noticing procedures for the required community meeting, public hearing, and to allow for sufficient review of the application materials by the public, community council, reviewing agencies, and Planning Department.

**Decision-Making
Body:**

Planning and Zoning Commission through a public hearing if heard concurrently with the PUD-CUP; Platting Board if heard separately.

Variance (if applicable)

Purpose:

The variance process is intended to provide limited relief from the requirements of this title in those cases where strict application of a particular requirement will create a practical difficulty or unnecessary hardship prohibiting the reasonable use of land in a manner otherwise allowed under this title. It is not intended that variances be granted merely to remove

inconveniences or financial burdens that the requirements of this title may impose on property owners in general. Rather, it is intended to provide relief where the requirements of this title render the land difficult or impossible to use because of some unique physical attribute of the property itself. State and/or federal laws or requirements may not be varied by the municipality. Variances are not intended to allow things that are otherwise prohibited in this title.

Pre-Application Requirements:

None, although any applicant may request a concept meeting with the Planning Department to discuss their request prior to submitting an application.

Approval Process:

Applications for variances are evaluated according to the applicable variance standards by the Planning Department who presents a recommendation for Approval, Approval with Conditions, or Denial to the applicable decision-making body. The decision-making body for a variance request depends upon which standard the applicant is seeking relief from. Dimensional variances are heard by the Zoning Board of Examiner's and Appeals, design variances are heard by the Urban Design Commission, and subdivision variances are heard by the Platting Board. However, should a variance request accompany an entitlement of a higher level of review, the variance request is heard before the decision-making body of the higher entitlement (i.e. a Major Site Plan Review with an accompanying design variance may be heard concurrently before the Planning and Zoning Commission)

Application Timeline:

Approximately 60 days factoring noticing procedures for the public hearing and to allow for sufficient review of the application materials by the public, community council, reviewing agencies, and Planning Department.

Decision-Making Body:

Dimensional variances are heard by the Zoning Board of Examiner's and Appeals, design variances are heard by the Urban Design Commission, and subdivision variances are heard by the Platting Board.