

Heritage Land Bank Advisory Commission Meeting

Thursday, January 25, 2024 at 1:30PM

Permit & Development Center, Conf. Room 170
4700 Elmore Road, Anchorage, Alaska 99507

Join via Microsoft Teams - Meeting ID: 263 322 183 869, Passcode: jHGL3p

Join by Telephone - 907-519-0237, Conference ID: 987 366 530#

AGENDA

- I. **Call to Order and Statement of Procedure**
- II. **Roll Call, Introductions and Disclosures**
- III. **Approval of Agenda and Minutes**
 - a. January 25, 2024 Agenda
 - b. December 14, 2023 Minutes
- IV. **Director's Report**
- V. **Proposed Action Items and Public Hearings** *(No Public Hearing shall extend over 60 minutes without an extension by majority vote of the commission. If not extended, Public Hearing may be held open and continued to the next meeting if public testimony is not complete.)*
 - a. **Resolution 2024-02:** Recommending approval to extend the lease of portions within HLB Parcels 4-033A and 4-034, legally described as Tract A Airport Subdivision (Plat 95-05) and E2 SEC 31 T13N R4W, to the United States Department of Transportation Federal Aviation Administration, for fair market value, and to amend the 2023 HLB Annual Work Program.
- VI. **Persons or Items Not on the Agenda** *(THREE minutes per individual, each person may only speak once, commissioners and staff will not answer questions, but may have questions for you after your testimony.)*
- VII. **Commissioner Comments**
- VIII. **Next Regularly Scheduled Meeting Date:** Thursday, February 22, 2024 at 1:30pm in the Permit & Development Center (4700 Elmore Road 99507) or via Microsoft Teams and telephone.
- IX. **Adjournment**

Heritage Land Bank Advisory Commission Meeting

Thursday, December 14, 2023 at 1:30PM

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4700 Elmore Road, Anchorage, Alaska 99507

or via Microsoft Teams and Telephone

MINUTES

- I. **Call to Order and Statement of Procedure** – Chair Marshall called the meeting to order at 1:32 pm.
- II. **Roll Call, Introductions and Disclosures**
 - a. Chair Marshall, Vice Chair Flynn, Commissioners Hansen, Chmielowski, Channon were present. Commissioner Oswald was absent (excused). A quorum was established.
 - b. Staff: Director Briggs, Emma Giboney, Nicole Jones-Vogel, Contractor
- III. **Approval of Agenda and Minutes**
 - a. December 12, 2023 Agenda – Commissioner Chmielowski moved; Commissioner Channon seconded and the agenda passed unanimously.
 - b. November 16, 2023 Minutes – Commissioner Chmielowski moved; Commissioner Channon seconded and the minutes passed unanimously.
- IV. **Director’s Report**

Director Briggs welcomed Commissioner Chmielowski who did a brief introduction. Director Briggs provided an update on a last open commissioner seat, provided a brief overview of the HLB Work Plan next steps, and upcoming January meeting action items for two lease amendments. Director Briggs also generally outlined upcoming items that will be before the Commission in the next several months.
- V. **Work Session: Draft 2024 Annual Work Program & 2025-2029 Five-Year Management Plan**

Staff provided an overview of the activities that have occurred to get to this draft 2024 Work Plan with both community and inter-agency input. Several items were highlighted throughout the plan for further discussion. Chair Marshall requested that discussion regarding 1-111 be added to the items to be discussed.

- *HLB Parcel 6-011.* Discussion regarding process and timing were explored. Commissioners did not have any substantial suggestions in edits to the draft plan ahead of the public review draft.
- *HLB Parcel 6-057.* Staff updated the Commissioners regarding efforts towards developing a feasibility study for the Girdwood Industrial Park and discussed the additional option. It was not clear in the plan that the additional option, listed as item 2 would be a platting action. That was recommended to be edited for clarity.
- *Girdwood Trails Plan Implementation.* An update was provided on the Girdwood Trails Plan. Several HLB parcels have been identified for trail network expansion in Girdwood. Commissioners did not have any substantial input or questions regarding this item.
- *Policies.* Staff drew Commissioner's attention to some text edits to three policy aspects.
 - *Work Plan Amendments.* Clarification regarding mid-year work plan amendments in tandem with action items.
 - *Land Use Permit Fees Table.* An update to fees is proposed to provide clarity to user-based fees.
 - *Sunsetting of Resolutions.* Staff addressed Commissioner comments in 2023 regarding evaluation of having a sunset on approved resolution if substantial progress has not been made towards the project. Staff suggested that the preferred method to address this concern would be through the resolution similar to the application of reverter clauses. Commissioners were agreeable to that approach.
- *HLB Parcel 1-111.* Chair Marshall requested an update of the Eagle River Cemetery. As far as HLB staff is aware, the draft Work Plan reflects the current interest and status of HLB Parcel 1-111 as a potential cemetery site depending on funding and other factors.

VI. Persons or Items Not on the Agenda

No persons to testify.

VII. Commissioner Comments

Chair Marshall thanked staff for their hard work on the draft Work Plan.

VIII. Next Regularly Scheduled Meeting Date

Thursday, January 25, 2023 at 1:30pm in the Permit & Development Center (4700 Elmore Road 99507) or via Microsoft Teams and telephone.

IX. Adjournment

Commissioner Chmielowski moved to adjourn the meeting, seconded by Commissioner Charnon and the meeting adjourned at 2:15 pm.



MUNICIPALITY OF ANCHORAGE
REAL ESTATE DEPARTMENT
HERITAGE LAND BANK

PROJECTS UPDATE REPORT

January 19, 2024

Pending and Recently Completed Disposals

- *3-027A – Dowling Substation (HLBAC Res 2022-03, As Amended)*
A Purchase and Sale agreement will be drafted, and documents will be prepared for taking this disposal to the Anchorage Assembly for approval. This transaction is anticipated to be complete in early 2024.
- *3-078A-D – Lake Otis and Tudor (AO 2022-50; HLBAC Res 2021-01)*
The disposal of these 4 parcels has been under contract since December of 2021. This transaction is anticipated to close in the first quarter of 2024.

Pending and Recently Completed Acquisitions

- *5-041 – Laurel Acres (AO 2023-113; HLBAC Res 2023-01)*
On November 7th, the Assembly approved the acquisition of Lots 41 & 42 of Block 10 of the Laurel Acres Subdivision for future wetland mitigation. This transaction is anticipated to close in early 2024.

Current & Continuing Projects

- *2-127-136 – Parcel Transfer to Parks and Recreation*
These parcels will be coming before HLBAC in the coming months with a proposed transfer to Parks and Recreation for the creation of a new park. Great Land Trust presented the project to the HLBAC in October about the project. The majority of the area is steeply sloped and unsuitable for development and would be best suited for recreation purposes. This transfer would implement the 2023 HLB Work Plan and PVLUA. The project received a resolution of support from the MOA Watershed & Natural Resource Advisory Commission in December.
- *2-156 – Natural Burial Cemetery*
Alaska Natural Burial submitted an application to HLB Staff in August 2022 to use HLB Parcel 2-156 for a natural burial cemetery. Staff is working with the non-profit and other agencies to determine the best path forward.

- *5-041 – Laurel Acres Parcel Acquisitions*
HLB Staff sent letters to all property owners in Laurel Acres seeking donations in February of 2022. Several property owners are considering sale and/or donation to HLB. This is anticipated to be a continuing project with parcels coming before HLBAC as they are processed. Eight parcels have been acquired since starting the project.
- *6-011 – Glacier Creek Village*
HLB, Alyeska Development Holdings LP, and Seth Andersen entered into a Letter of Intent. Alyeska and Andersen have begun preliminary land and site planning, surveying, and environmental investigation. As this project progresses HLB Staff will keep HLBAC updated.
- *6-011/16/17 – Holtan Hills*
The Assembly, at their February 7, 2023, regular meeting, voted to indefinitely postpone the Holtan Hills disposal. The Request for Proposals, Development Agreement, and Bifurcation are still in effect. HLB is continuing work with the State Department of Natural Resource's to vacate the Section Line Easement and with the Planning Department to finalize the preliminary plat. On December 19th the Assembly laid an Ordinance on the table for introduction that would authorize the disposal. The Public Hearing is scheduled to take place at the January 23rd Assembly meeting.
- *6-057F – Girdwood Industrial Park*
HLB Staff are evaluating options and will present the feasibility of different options to HLBAC for guidance in the coming months. Staff gave an update to HLBAC at the September meeting to determine what further information would be helpful for making an informed decision on the best path forward. Staff will continue to meet with permittees and other stakeholders as the project progresses. HLB will provide an update to GBOS at the Municipal Manager Quarterly Meeting on January 22.
- *6-076 – Girdwood South Townsite*
HLB Staff are working with Girdwood Community Land Trust in exploring the development requirements of HLB Parcel 6-076 for a potential long-term ground lease. GCLT and HLB Staff have a standing monthly meeting to keep communication open and work through items related to the disposal of 6-076. At this time, GCLT is preparing to release a Request for Information (RFI) to the development community as part of their due diligence. We anticipate after they have reviewed the information that they will be before the HLBAC with an update and overall project presentation.

Administrative and Land Management

- *2024 Work Plan*
The Public Review Draft of the plan was released for public comment on December 22, 2023. The 45-day comment period will close on Friday, February 9, 2024. The HLBAC Public Hearing for the 2024 Work Plan is scheduled the regular HLBAC meeting on February 22, 2024.

- *Contaminated Site Monitoring*
HLB continues to work with contractors and the State's Department of Environmental Conservation to monitor the contamination at HLB Parcels 3-078A-E.
- *Wetland Monitoring*
Routine wetland monitoring occurred during the summer of 2023 in the conservation easement areas that are used for wetland mitigation credits. These areas include in Girdwood at the end of Arlberg and in Laurel Acres in southwest Anchorage.
- *GIS Mapping*
HLB staff works with the MOA Geographic Data & Information Center (GDIC) to routinely update public and internal HLB maps with parcel, zoning and wetland information.
- *Site Visits & Inspections*
HLB Staff will continue to visit HLB owned parcels in 2024. Real Estate Department Staff is working with GDIC to make a georeferenced online form to make inspections more streamlined.
- *HLB Advisory Commission Appointments*
Applicants for the last available seat are being reviewed. The vacant seat will hopefully be before the Assembly for approval in the coming weeks.

Land Use Permits

HLB Permit	Issued To	Permitted Use	Expiration
2007-08	Girdwood Parks & Recreation	Frisbee golf course	Renewal pending
2009-13	Girdwood Valley Service Area	Equipment & materials storage	Renewal pending
2017-10	Alaska Railroad Corporation	Avalanche mitigation	Renewal pending
2019-08	Girdwood Valley Service Area	Park & Ride	Renewal pending
2023-01	Ritual Bough	Ceremonies	2024-01-31
2022-04	Girdwood Community Land Trust	Storage	2024-02-10
2021-07	Turnagain Tree Care	Contractor wood lot	2024-02-10
2023-02	Girdwood Community Land Trust	Land and site planning, surveying etc.	2024-04-06
2021-08	AK Seeds of Change	Urban farm and job training	2024-05-04
2017-29	Chugach Powder Guides	Heli-skiing	2024-05-31
2022-02	Girdwood Equipment Rental	Storage	2024-05-31
2023-07	3 Barons Renaissance Fair, Inc.	Storage	2024-05-31
2020-10	Straight to the Plate	Storage	2024-06-01
2016-21	Silverton Mountain Guides	Heli-skiing	2024-06-30
2018-13	Alaska Guide Collective	Mountain guiding	2024-06-30
2023-03	AWWU	Geotechnical investigation	2024-07-15
2021-18	Ridgetop Builders	Wood mill	2024-08-01
2018-10	Chugach Powder Guides	Access to Notch Hut	2024-08-31
2023-05	Alyeska Development Holdings, LP and Seth Andersen	Land and site planning, surveying etc.	2024-09-15

List of Permits that were issued or active in 2024. Permits are organized by term expiration.



MUNICIPALITY OF ANCHORAGE
REAL ESTATE DEPARTMENT
HERITAGE LAND BANK

STAFF REPORT

HLBAC Resolution: 2024-02
Action: Disposal by lease
Hearing Date: January 25, 2024
Subject Property: HLB Parcels 4-033A and 4-034, legally described as Tract A Airport Subdivision (Plat 95-5) and E2 SEC 31 T13N R4W (PID 010-401-27; 010-401-09).
Prepared By: Nicole Jones-Vogel, AICP, HLB Contractor

SUMMARY

Proposal Summary: The Municipality of Anchorage and United States of America/Federal Aviation Administration (FAA) for a 5-year lease extension, at fair market value, and to amend the 2023 HLB Annual Work Program.

Applicable Regulations & Standards: AMC § 25.40.025A, 25.40.025B, and 25.40.025.F.2 provide authority for this disposal by lease.

2023 Work Program Amendment Required: Yes. Although the lease is listed in the work plan, extending the lease was not identified; therefore, an amendment is required (AMC § 25.40.020.B).

Summary Recommendation: Staff recommends approval of this resolution (Appendix B).

BACKGROUND INFORMATION

Parcel Locations: HLB parcels 4-033A and 4-034 are located in West Anchorage on the west end of the Ted Stevens Anchorage International Airport (TSAIA) runway. (Appendix A)

Parcel and Lease Area Size: The proposed lease extension is for approximately 9.01 acres that includes the beacon site area along with the access drive.

Existing Condition and Land Use of the parcel and surrounding area: The leased area is developed as a non-directional beacon (NDB) site, secured with a fence, and accessed via a gravel road (also included in the lease). Adjacent to this site is the TSAIA Airport, The Salvation Army Clitheroe Center, and the Tony Knowles Coastal Trail.

Zoning: TR Transition Zoning

Adopted Land Use Plan: West Anchorage District Plan (July, 2012) designates the area as a Parks and Natural Resource with an overlay of Major Transportation Facility on a portion of the parcels as an Alternative Land Use Classification.

PUBLIC NOTICE

As per AMC § 25.40.030, public notice procedures were followed for the proposed action. A sign was posted on the property on Thursday, January 11, 2024. Notices were mailed to the 84 property owners within at least 500 feet of 4-033A and 4-034 Thursday, January 11, 2024. The HLBAC meeting agenda with this action item and public hearing was posted on the Municipal Meetings website, Boards and Commissions website, the HLB website, and emailed out to the applicable community councils and regular HLB mailing list on Thursday, January 11, 2024.

PROJECT DESCRIPTION

This lease is an extension of an expired lease that is currently continuing on a Holdover Clause between the Municipality of Anchorage and the U.S. Department of Transportation/Federal Aviation Administration (FAA). The FAA leased this area from the Municipality since 1976, with the most recent lease began in 2017. Prior to the MOA lease, FAA received authorizations from the State of Alaska Department of Natural Resources.

The proposed action is for a non-competitive lease of portions within HLB Parcels 4-033A and 4-034, legally described as Tract A Airport Subdivision (Plat 95-5) and E2 SEC 31 T13N R4W. For the past forty-seven years, the FAA has maintained a non-directional beacon (NDB) site and an access road at the location depicted on the attached map. The area occupied is approximately 9.01 acres.

It is anticipated that this will be the last renewal of this lease as the beacon is being decommissioned and the site will be restored by 2026. The existing NDB, which has provide added safety elements for aircraft, is just west of the Ted Stevens Anchorage International Airport (ANC) property fence, off the west end of the east/west runway. Access to the site is available from the frontage road which runs along the perimeter of the ANC. The NDB is approximately 500 feet east of the Tony Knowles Coastal Trail. The cleared site is surrounded by a dense cover of natural vegetation.

ANALYSIS AND CONCLUSION

The purpose of this lease extension is to continue the use of the site as a non-directional beacon. This lease is consistent with the mission of the HLB and it is in the best interest of the Municipality to extend the lease for this aircraft safety equipment.

AGENCY REVIEW

An agency review was conducted engaging MOA departments and applicable external agencies. As of the date of this staff report, no comments have been received.

RECOMMENDATION

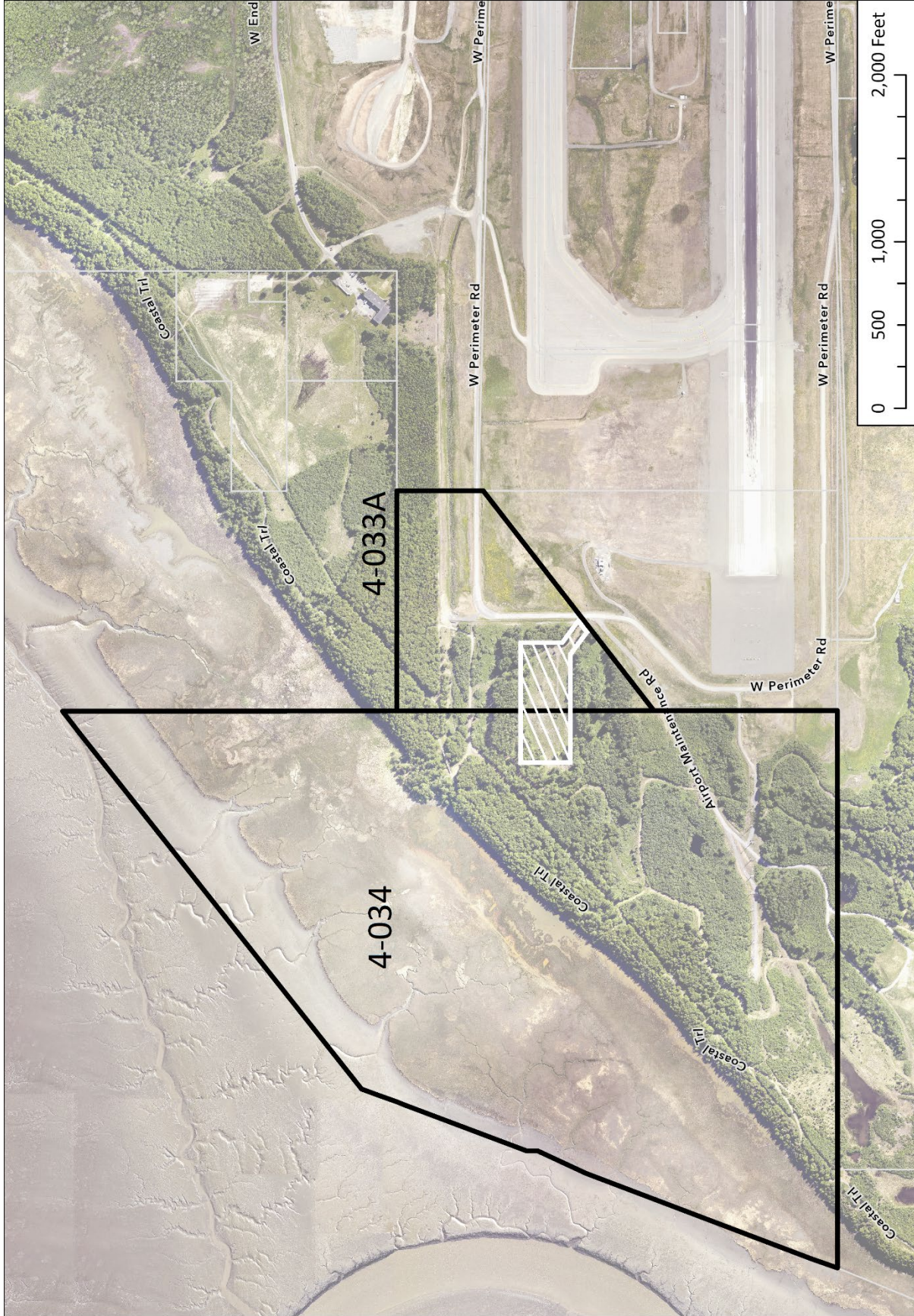
Staff recommends approval of this lease extension and an amendment to the 2023 HLB Work Plan.

Appendices:

A – Vicinity Map

B – Resolution 2024-02

Appendix A – Vicinity Map



HLB Parcel 4-033A (Parcel ID 010-401-27-000), legally described as Tract A Airport Subdivision (Plat 95-05)

HLB Parcel 4-034 (Parcel ID 010-401-09-000), legally described as E2 SEC 31 T13N R4W

HERITAGE LAND BANK ADVISORY COMMISSION

HLBAC Resolution 2024-02

A RESOLUTION OF THE HERITAGE LAND BANK ADVISORY COMMISSION RECOMMENDING ASSEMBLY APPROVAL OF THE DISPOSAL BY LEASE, AT FAIR MARKET VALUE, TO THE UNITED STATES DEPARTMENT OF TRANSPORTATION/FEDERAL AVIATION ADMINISTRATION OF PORTIONS WITHIN HLB PARCELS 4-033A AND 4-034, LEGALLY DESCRIBED AS TRACT A AIRPORT SUBDIVISION (PLAT 95-5) AND E2 SEC 31 T13N R4W AND TO AMEND THE 2023 HLB ANNUAL WORK PROGRAM.

WHEREAS, pursuant to AMC § 25.40.010, the Heritage Land Bank (HLB) was established to manage uncommitted municipal land and the HLB Fund in a manner designed to benefit the present and future citizens of Anchorage, promote orderly development, and achieve the goals of the Comprehensive Plan; and **WHEREAS**, pursuant to AMC § 25.40.025.A, the HLB Advisory Commission (HLBAC) shall hold a public hearing, with public notice as specified in this chapter, prior to making a recommendation to the Mayor and Assembly regarding the disposal of HLB land or an interest in land. Land disposals under this chapter include land sales, land exchanges, leases and easements; and

WHEREAS, the proposed action is not in the 2023 HLB Annual Work Program (AR 2023-235), and pursuant to AMC § 25.40.020B, to proceed with the action the 2023 HLB Annual Work Program must be amended; and

WHEREAS, HLB posted the property, conducted public notice and an agency review by all potentially interested municipal agencies to establish no objections to the disposal by lease; and

WHEREAS, the United States Department of Transportation/Federal Aviation Administration (FAA) has leased this property from the Municipality since 1976; and

WHEREAS, the HLBAC finds the disposal in the best interest of the Municipality and consistent with the HLB purpose and mission; now therefore,

BE IT RESOLVED THAT THE HLBAC RECOMMENDS ASSEMBLY APPROVAL OF THE DISPOSAL BY LEASE, AT FAIR MARKET VALUE, TO THE FAA OF PORTIONS WITHIN HLB PARCELS 4-033A AND 4-034, LEGALLY DESCRIBED AS TRACT A AIRPORT SUBDIVISION (PLAT 95-5) AND E2 SEC 31 T13N R4W AND TO AMEND THE 2023 HLB ANNUAL WORK PROGRAM.

PASSED and APPROVED on this, the 25th day of January, 2024.

Approved:

Attest:

L. Dean Marshall, MPA, Chair
Heritage Land Bank Advisory Commission

Tiffany Briggs, Director
Real Estate Department/HLB