

APPROVED

Ami Sullivan 3/20/03
LAND NOMINATION PROGRAM POLICY

I. GENERAL

The Land Nomination Program is the Borough's formalized process to gather public input on the disposition of Borough-owned lands. Nominations are solicited, reviewed by the public, and approved by the Mayor. Approved nominations constitute the management and development plan for Borough-owned lands.

II. PURPOSE

The primary purpose of the program is to identify Borough-owned lands for transfer into private ownership. Nominations may also be made to retain land for public uses or facilities.

III. RESPONSIBILITY

- A. The Land Management Director shall ensure that his department staff follows the procedure set forth in this policy.
- B. Land Management shall maintain this policy.

IV. POLICY

The Land Nomination Program is accomplished through the implementation of the following policies:

- A. Any resident of the Borough, or any other legal entity may make nominations. Members of the Borough administration staff may also make nominations.
- B. All Borough-owned lands not already sold, designated, or in a planning process are open for nomination.
- C. All nominations presented to the Department will be considered for initial staff review.
- D. The review of each nomination will be guided by the constraints of sound economic and land management policies. Nominations that do not meet this standard, or nominations that duplicate the same area and purpose that has been included in an approved nomination report within the previous five years will not be forwarded for public review.
- E. Each nomination must complete the public review process in order to be considered for sale or retention.
- F. Any parcel nominated for sale directly to the nominator will be included in the nomination process unless the parcel meets the criteria for direct sale by Borough ordinance, Title 25.15.090.

- G. Nominations may be made at any time during the year, but if not made during the normally scheduled nomination period, will not be considered until the next review cycle. Resource sales (timber, gravel, etc.) may be allowed to follow a customized public review schedule.
- H. Nominations made specifically to protect trails will be referred to the Borough Trails Commission for consideration in the Borough Trails Plan.
- I. The nomination cycle should be long enough to encourage adequate public participation, but not be so long as to unnecessarily delay development and sale. The current nominations cycle, which begins in March of each year and concludes with a report approved by the Mayor the following November, is adequate to fund, develop, and begin the sale program by the spring the following year.
- J. Department staff shall seek input by meeting with Borough Planning Commission, Borough Land Management Advisory Commission (LMAC), and Borough Assembly Committee of the Whole prior to submitting a completed report of recommendations to the Mayor. Other Borough Commissions will receive draft reports and will be invited to comment.
 - 1. Public participation drives the nominations process.
 - 2. Public nominations reflect the desire of the public and are a form of market indication.
 - 3. Public participation offers people a chance to influence management decisions on Borough-owned lands.
 - 4. People who live in the "neighborhood" of the nominated parcel represent a knowledge base not otherwise available to the Department staff.
 - 5. Public comments often result in a development that is more compatible with surrounding properties.
 - 6. Ensuring public participation in the process helps to reduce the chance that a project may face stiff opposition when considered by the Borough Assembly.
 - 7. The nomination of a parcel represents the starting point for development consideration. Development configurations submitted may be adjusted by Department staff to make prudent economic and management sense.
- K. The numerical superiority of public comments representing one position on either a sale or retention proposal does not necessarily provide a basis for a sound management decision.
- L. Working groups may be encouraged when Department staff concludes a proposal presents complex development issues, such as environment, market demand, impact on neighboring properties, or infrastructure, and/or when there are a significant number of public comments or attendance at public meetings. Working groups should continue until Department staff concludes all major issues have a satisfactory response, or that no further progress can be made on the issues.
- M. The neighborhood knowledge and comments shall be considered when evaluating a parcel.

- N. Nomination recommendations to the administration must ultimately be based upon what the Department staff determines to be in the best interest of the Borough and all its residents.
- O. An interested person may file with the Department a request that notice of any nomination be provided to them. Mailing lists of interested parties shall be maintained for notification of the nominations process.

V. PROCEDURE

- A. None.

VI. SUPPLEMENTAL INFORMATION

A. References –

1. FNSB C.O. 25.15.090 Direct sale.
2. FNSB C.O. 25.20.010 - .040 Determining which Borough lands may be sold or retained.

B. Definitions – None.

C. Attachments – None.

D. Revision History

| Supersedes Policy No. | Effective Dates |
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| None. | None. |