

Chair

Tom McGann

Commissioners

Scott Pegau

John Baenen

Allen Roemhildt

Nancy Bird

Chris Bolin

Lee Holter

City Planner

Samantha Greenwood

Assistant Planner

Leif Stavig

**PLANNING COMMISSION REGULAR MEETING
JANUARY 9, 2018 AT 6:30 PM
CORDOVA CENTER COMMUNITY ROOMS A & B**

AGENDA

1. CALL TO ORDER

2. ROLL CALL

Chair Tom McGann, Commissioners Scott Pegau, John Baenen, Allen Roemhildt, Nancy Bird, Chris Bolin, and Lee Holter

3. APPROVAL OF AGENDA (voice vote)

4. APPROVAL OF CONSENT CALENDAR (voice vote)

- a. Minutes of December 12, 2017 Regular MeetingPage 2
- b. Record excused absence for John Baenen from the December 12, 2017 Regular Meeting

5. DISCLOSURES OF CONFLICTS OF INTEREST

6. CORRESPONDENCE

7. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

- a. Guest Speakers
- b. Audience comments regarding agenda items (3 minutes per speaker)

8. PLANNER'S REPORTPage 5

9. NEW/MISCELLANEOUS BUSINESS

- a. Resolution 18-01 – 2018 Land Disposal MapsPage 6
A resolution of the Planning Commission of the City of Cordova, Alaska, recommending the City Council of the City of Cordova, Alaska adopt the 2018 Land Disposal Maps
- b. Disposal of Lot 3, Block 5, North Fill Development Park.....Page 24
- c. Disposal of Breakwater Fill LotPage 28
- d. Chair Election.....Page 32
- e. Vice Chair ElectionPage 34

10. PENDING CALENDAR

- a. January 2018 CalendarPage 36
- b. February 2018 CalendarPage 37

11. AUDIENCE PARTICIPATION

12. COMMISSION COMMENTS

13. ADJOURNMENT

PLANNING COMMISSION REGULAR MEETING
DECEMBER 12, 2017 AT 6:30 PM
CORDOVA CENTER COMMUNITY ROOMS A & B
MINUTES

1. CALL TO ORDER

Chair **Tom McGann** called the Planning Commission Regular Meeting to order at 6:30 PM on December 12, 2017 in Cordova Center Community Rooms A & B.

2. ROLL CALL

Present for roll call were Chair **Tom McGann** and Commissioners, **Scott Pegau**, **Allen Roemhildt**, **Nancy Bird**, **Chris Bolin**, and **Lee Holter**. **John Baenen** was absent.

Also present was City Planner **Samantha Greenwood** and Assistant Planner **Leif Stavig**.

0 people were in the audience.

3. APPROVAL OF AGENDA

M/Bird S/Pegau to approve the agenda.

Upon voice vote, motion passed 6-0.

Yea: McGann, Pegau, Roemhildt, Bird, Bolin, Holter

Absent: Baenen

4. APPROVAL OF CONSENT CALENDAR

- a. Minutes of October 10, 2017 Public Hearing
- b. Minutes of October 10, 2017 Regular Meeting
- c. Minutes of November 20, 2017 Public Hearing
- d. Minutes of November 20, 2017 Special Meeting

M/Pegau S/Roemhildt to approve the consent calendar.

Upon voice vote, motion passed 6-0.

Yea: McGann, Pegau, Roemhildt, Bird, Bolin, Holter

Absent: Baenen

5. DISCLOSURES OF CONFLICTS OF INTEREST

6. CORRESPONDENCE

- a. Letter from Parks and Recreation Commission

Greenwood said that staff was coordinating with the state Department of Environmental Conservation and the Army Corps of Engineers to get the disc golf course set up.

- b. Newsletter #1 Hazard Mitigation Plan Update

7. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

- a. Guest Speakers
- b. Audience comments regarding agenda items

8. PLANNER'S REPORT

Greenwood said the Science Center land disposal moved forward at council as direct negotiation. The construction of the pedestrian path on Whitshed Road is moving forward, but has been pushed back to 2020. Staff met with the contractor who was updating the city's Hazard Mitigation Plan. She said that the Hippy Cove culverts project was also pushed back to 2020 and that it was incorporating repaving a portion of the road. **Greenwood** explained that old houses built partly in the right of way can get an Encroachment Permit for financing. She said that someone had built a shed in a right of way and they are actively working on enforcement and removal of the shed.

9. NEW/MISCELLANEOUS BUSINESS

a. Resolution 17-04

A resolution of the Planning Commission of the City of Cordova, Alaska, recommending to the City Council of the City of Cordova, Alaska to repeal and reenact Chapter 18.60 of the Cordova Municipal Code in order to update and clarify the conditional use process and create a conditional use process for marijuana establishments

M/Bird S/Bolin to approve Resolution 17-04.

McGann commented that the changes to the purpose were not needed as the language used was already in the proposed code in later sections. **Greenwood** said that the commission agreed to the change after **Pegau's** comments at the last meeting. The commission discussed making a small grammatical change.

M/Pegau S/Bird to amend the proposed code to add an additional buffer zone of 500 feet between a marijuana establishment and a recreation or youth center, a building in which religious services are regularly conducted, a correctional facility, a hospital, parks and playgrounds, and public buildings with the related code as it appears in the staff memo.

Pegau said that this would put them into compliance with state law. The state does not have buffers from hospitals, parks and playgrounds, and public buildings and he has no issue with adding them. From looking at the maps, there is still a lot of available area. **Greenwood** said that the city does not have to have the state buffers in their code as someone can't get a marijuana license from the state without meeting the state buffers.

Bird said she didn't see any issues with the additional buffers. She hates to make it too detailed, but if everyone agrees with it, she is fine with it. She verified that the Conditional Use Permits that they issued would remain in a permitted area under the additional buffers. **Bolin** said that Map 3 (the map showing the buffers created by the motion) and Map 4 were very limiting. **McGann** said that it basically pushes businesses into the annexed areas.

Roemhildt said he agreed with the additional buffers as 500 feet is not a lot to give up and there is still areas for the marijuana businesses. **McGann** commented that it was interesting that they had a buffer from a hospital with the hospital opening a pharmacy. He said that the more the commission adds to the code, the more enforcement the city would be responsible for as opposed to the state. He thinks it opens them up to more problems and would like to keep the code without the additional buffers. **Greenwood** said that the city always has the opportunity to protest licenses.

Pegau said that the enforcement would be at the application for the Conditional Use Permit. **McGann** said that the enforcement comes in when a new buffer is created by a new building. **Greenwood** explained that the additional code allows the Conditional Use Permit to remain if they are in a buffer as long as the license does not expire or get revoked, which is what the state does. **Pegau** clarified that the amendment includes this language from the staff memo under 18.60.080 B and C.

Upon voice vote, motion to amend passed 4-2.

Yea: **Pegau, Roemhildt, Bird, Holter**

Nay: **McGann, Bolin**

Absent: **Baenen**

Upon voice vote, resolution passed 6-0.

Yea: **McGann, Pegau, Roemhildt, Bird, Bolin, Holter**

Absent: **Baenen**

10. PENDING CALENDAR

Stavig mentioned that there was going to be a lot on the January agenda.

11. AUDIENCE PARTICIPATION

12. COMMISSION COMMENTS

Roemhildt thanked staff for the gift and the way everything was presented in the packet.

Bird echoed *Roemhildt* and said that in looking at the maps they have taken away some of the available area for marijuana establishments, but there is still a lot of area available and she doesn't think Cordova needs more than one or two of the businesses.

Holter said he appreciated the gift.

Bolin said he appreciated the gift.

Pegau thanked staff for the gift and the maps. He welcomed *Holter* to the commission.

13. ADJOURNMENT

M/*Pegau* S/*Holter* to adjourn the Regular Meeting at 7:15 PM.

With no objection, the meeting was adjourned.

Approved:

Tom McGann, Chair

Leif Stavig, Assistant Planner

Planner's Report

To: Planning Commission
From: Planning Staff
Date: 1/4/2018
Re: Recent Activities and Updates

- Three building permits issued since the last meeting.
- Supplying ADOT information as needed for Adams Avenue Project.
- Providing information to dam engineer information to complete State inspection requirements.
- Working through last remaining items on the LT2 punch list.
- Working DEC on final submittals for Post LT2.
- Retrieving archive LT2 paperwork from submittal exchange.
- Reviewing potential grant funds for invasive weed management.
- Lots of public questions about zoning, ownership, land disposal and other concerns.
- Continue to work with Holly on ROW violation.
- City Council voted to remove the additional buffers added by the Planning Commission in the marijuana Conditional Use Permit code and removed the marijuana surtax.



AGENDA ITEM # 9a

Planning Commission Meeting Date: 1/9/18

PLANNING COMMISSION COMMUNICATION FORM

FROM: Planning Staff

DATE: 1/3/18

ITEM: Resolution 18-01 - 2018 Land Disposal Maps

NEXT STEP: Approve Resolution

☐ INFORMATION
☐ MOTION
☒ RESOLUTION

I. REQUEST OR ISSUE:

The Land Disposal Maps are updated annually. At this time, the Planning Commission should review the 2018 Land Disposal Maps in order to make a recommendation to City Council to adopt the maps.

II. RECOMMENDED ACTION / NEXT STEP:

“I move to approve Resolution 18-01”

Once the motion to approve the resolution is on the table, the commission should discuss the maps and make changes as they see fit. For clarity, please discuss each action separately.

If an action clearly has unanimous consent, no motion to amend the resolution needs to be made.

If there are differing opinions concerning any amendments, then a motion to amend the maps should be made and voted on by voice vote.

III. FISCAL IMPACTS:

Land disposals can be a revenue source for the city.

IV. BACKGROUND INFORMATION:

The descriptions of the map designations and the update policy are on the cover page of the 2018 Land Disposal Maps document, attached. These are open for discussion if the commission feels there needs to be adjustments.

Staff would like to discuss the ‘Not Available’ status and the current process for it. The designation currently is:

Not Available – The identified property is NOT available for sale. A response will be sent to the interested party stating that the parcel is not available for purchase. These parcels include protected watersheds, substandard lots, snow dumps, and other lots used by the city.

While many of the properties that are labelled ‘Not Available,’ truly are not available such as the Cordova Center or the Water Treatment Plant, there are properties that with the right proposal changing the designation should be considered. Some recent examples of properties changed from ‘Not Available’ to ‘Available’ include ASLS 2005-1 for Science Center, Old City Hall for Trooper rental, portion of shipyard for Alpine Diesel, or a neighboring property owner wishing to purchase a small portion of unused city property.

Staff would like to change the designation for ‘Not Available’ to the designation:

City Property – These parcels include substandard lots, snow dumps, property with improvements/buildings on them, or other lots used by the city. The city manager will accept letters of interest from an interested party who requests the property designation be changed to ‘Available,’ however the existing city use of the property will be examined and carefully weighed against the letter of interest.

This designation still requires the step of making the land ‘Available,’ but doesn’t force people with great ideas or opportunities to wait for the annual update process. The City Council has made economic sustainability a goal for the city, and this requires some measure of flexibility in the land disposal process. There are only a small number of people who come forward each year with ideas for investing in the city, and staff thinks it would be best to have the ability to consider ideas throughout the year.

The letter of interest from Robert Brown was the only letter of interest with a request for a change in land designated ‘Not Available’ in the 2017 Land Disposal Maps. The commission may want to consider asking the Harbor Commission to provide input on this parcel. The land disposal maps could still be passed by the commission with the land ‘Not Available’ as the commission can make the land ‘Available’ later after Harbor Commission review.

The 2017 Land Disposal Maps are available on the City's webpage (in menu on the right):

<http://www.cityofcordova.net/government/planning/lease-or-purchase-city-land>.

The following lists are the changes to the maps made by staff. Highlighted changes are designation changes and should be discussed and concurred with by the commission.

General Changes to the 2018 Land Disposal Maps:

- Parcel layer has been updated with all new subdivisions.
- Parcel lines more accurate, fixed errors in parcel lines, etc.

Specific Updates by Map Page:

- New England Cannery Road
 - The Planning Commission and City Council made ASLS 2001-5 (north of Shelter Cove) 'Available' during the year. It is now shown as available, however the city is in negotiations with the Science Center for the property.
- North Fill Development Park
 - Robert Brown submitted a letter of interest for Lot 3, Block 5, North Fill Development Park (attached). Staff recommend that the commission consider whether to change the designation to 'Available.' This is the lot at the intersection of Coast Guard Lane and Jim Poor Ave on the same block as the Impound Lot.
- Old Town
 - Lot 20, Block 23, Original Townsite (north of the water tank) is now shown as 'Leased.'
- South Fill Development Park
 - The portion of Lot 10A leased by the Copper River Watershed Project is now shown as 'Leased.'

V. LEGAL ISSUES:

Legal issues should be considered on a property by property basis.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

Conflicts or environmental issues should be considered on a property by property basis.

VII. SUMMARY AND ALTERNATIVES:

N/A

**CITY OF CORDOVA, ALASKA
PLANNING COMMISSION
RESOLUTION 18-01**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CORDOVA,
ALASKA, RECOMMENDING THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA
ADOPT THE 2018 LAND DISPOSAL MAPS**

WHEREAS, the City of Cordova's City Manager and City Planner are directed by Cordova Municipal Code Section 5.22.040(B) – The city manager shall refer a letter of interest from a qualified interested party to the city planner. If the city planner finds that the real property is available for lease or purchase, the city planner shall schedule the letter of interest for review by the planning commission; and City of Cordova's Planning Commission is directed by Cordova Municipal Code Section 5.22.040(C) – The planning commission shall review the letter of interest and recommend to the city council whether to offer the real property interest for disposal by one of the methods as described in Section 5.22.060(B); and

WHEREAS, the City of Cordova's Planning Commission has determined that updating the initial Land Disposal Maps from the 2006 Land Disposal Committee and annually reviewing and recommending the maps for City Council's approval will enable the City Manager and City Planner to efficiently determine if land is available for purchase, lease, or lease to purchase; and

WHEREAS, the City of Cordova's Planning Commission has identified these Land Disposal Maps as the most current and updated version to be used in the land disposal process; and

WHEREAS, having annually updated maps will benefit the citizens of Cordova by providing maps for public review.

NOW, THEREFORE BE IT RESOLVED THAT the Planning Commission of the City of Cordova, Alaska hereby recommend the City Council of the City of Cordova, Alaska adopt the 2018 Land Disposal Maps.

PASSED AND APPROVED THIS 9TH DAY OF JANUARY, 2018

Tom McGann, Chair

ATTEST:

Samantha Greenwood, City Planner

Saddle Point Machine L.L.C.

Robert Brown

P.O. Box 782, Cordova Ak. 99574
Phone 907-429-3944
saddlepointmachine@gmail.com

December 1, 2017

City of Cordova Planning Commission

P.O. Box 1210

Cordova, Alaska 99574

To Whom it May Concern;

Subject: Lot 3 , Block 5 North Fill Development Park Letter of Interest

I am asking that the Commission consider changing the status of Lot 3 , Block 5 North Fill Development Park from not Available to Available for purchase . I am interested in purchasing this lot and constructing a shop building. I have outgrown my current facility. My current location is unsuitable for my future goals for my company. I am currently working with Aquaharmonics, an Oregon based company on the development of an ocean wave energy device that is being funded by a grant from the U.S. Department of Energy. The construction phase of this project begins in approximately 18 months. I also need to expand my facility to be a full service marine machine shop with capabilities to manufacture marine propeller shafting of all sizes. This is a service not currently available in Cordova. This will bring more boats to Cordova's shipyard. By making the prospect of hauling and servicing a vessel in our shipyard more attractive to statewide vessel owners. This lot is a good fit for my company goals, the square footage and location best fit my needs. Building a machine shop on this location will create employment opportunities and fit the original charter for the North Fill Development Park.

Sincerely,

Robert Brown
Owner
Saddle Point Machine L.L.C.

2018 Land Disposal Maps

Adopted by City Council: xxxxxx

Map Designations

Available – Available to purchase, lease, or lease with an option to purchase.

Not Available – The identified property is NOT available for sale. A response will be sent to the interested party stating that the parcel is not available for purchase. These parcels include protected watersheds, substandard lots, snow dumps, and other lots used by the city.

Tidelands – All requests to purchase tidelands will be reviewed by the Planning Commission as they are received. The Planning Commission will make a recommendation on disposing of the tidelands to City Council.

Leased – These are lots currently leased to a business or government entity by the City and are not available during the lease term. There are leases that are short term and renew every two years and others are long term leases with substantial improvements on the property. At the end of the lease term the property becomes available for disposal.

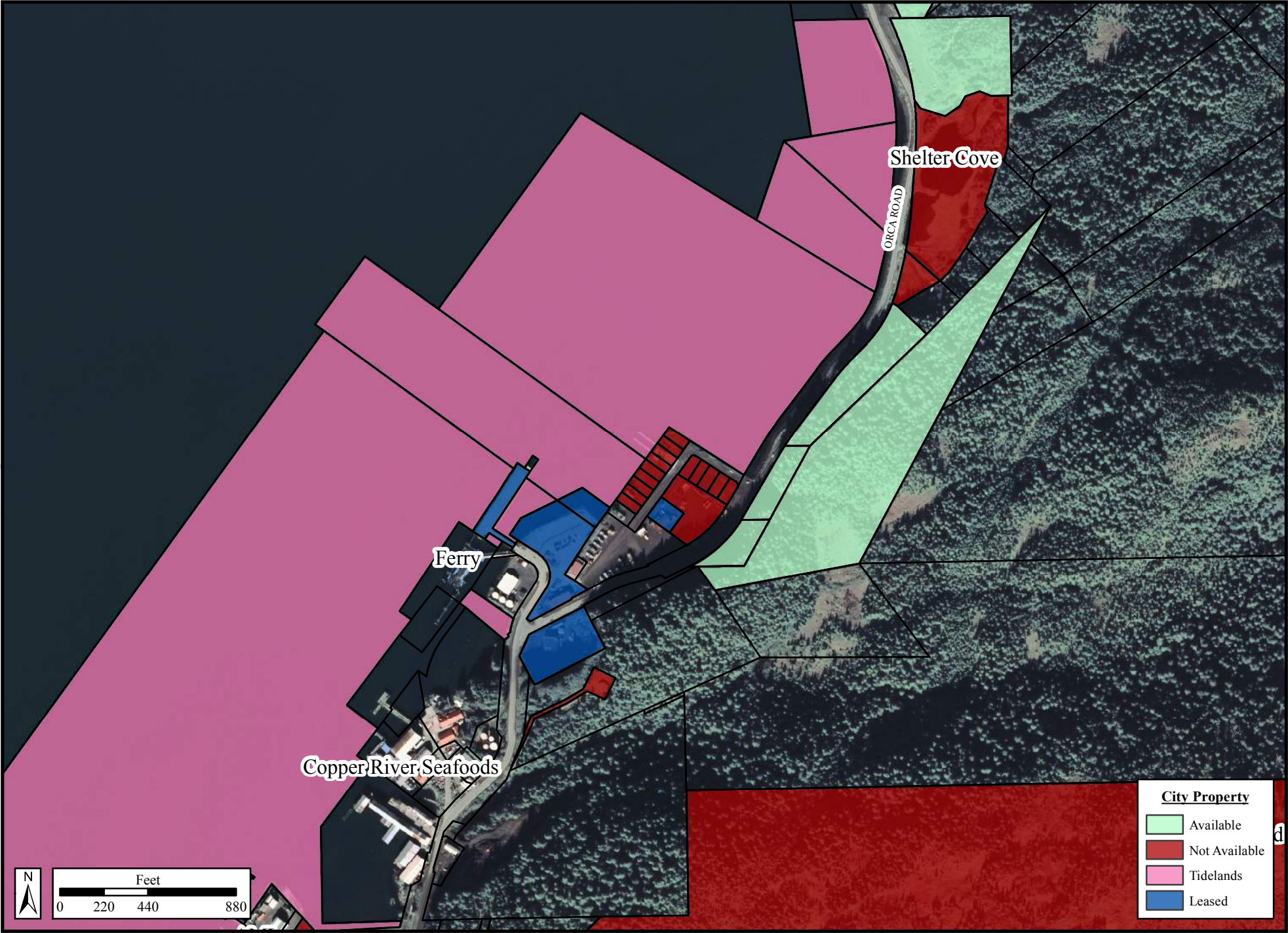
Update Policy

Maps will be updated on an annual basis by the Planning Department staff, reviewed by the Planning Commission, and adopted by City Council. This update process begins each year with updated maps being presented to the Planning Commission in January.

New England Cannery Road



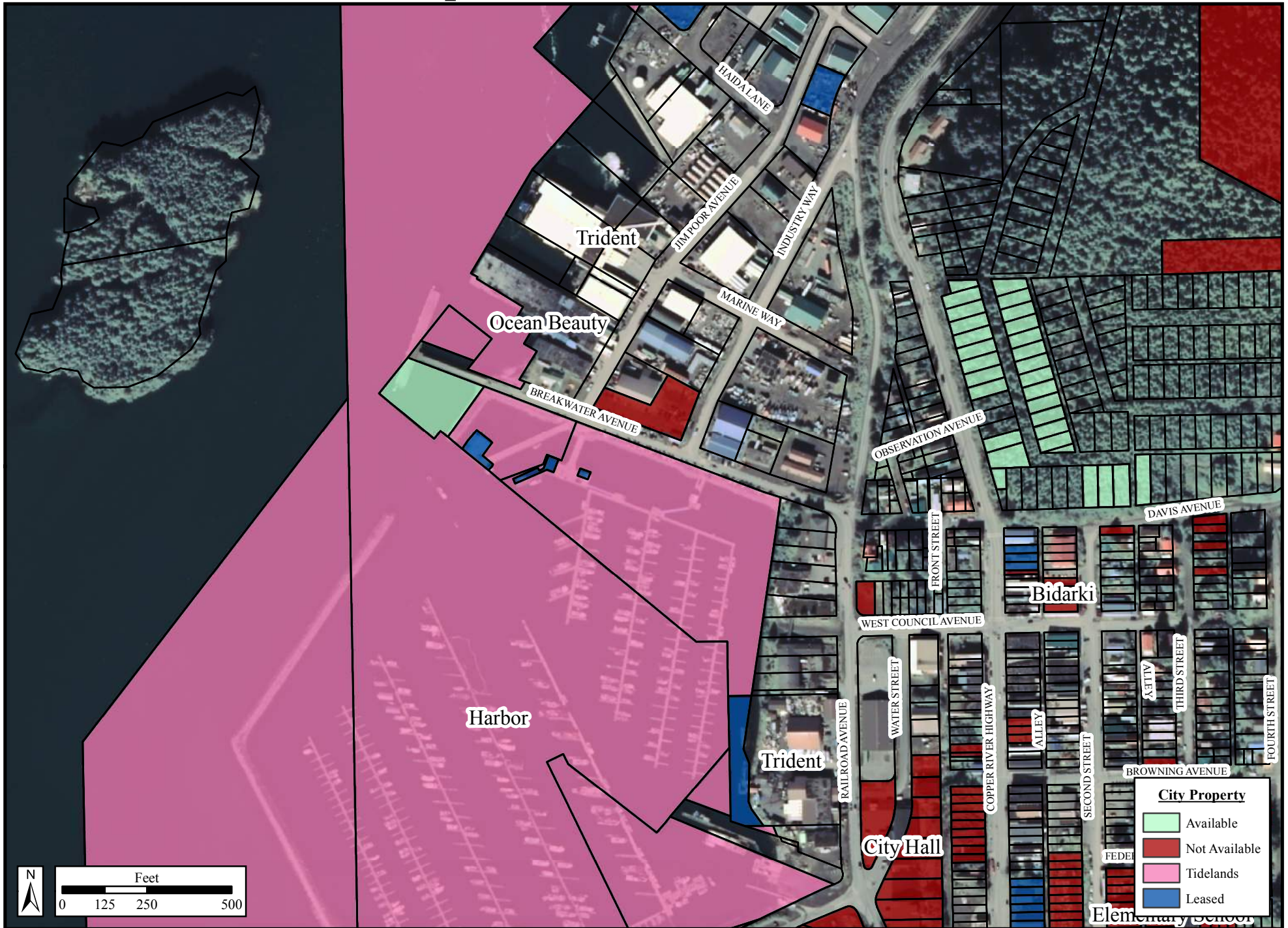
Ocean Dock Subdivision



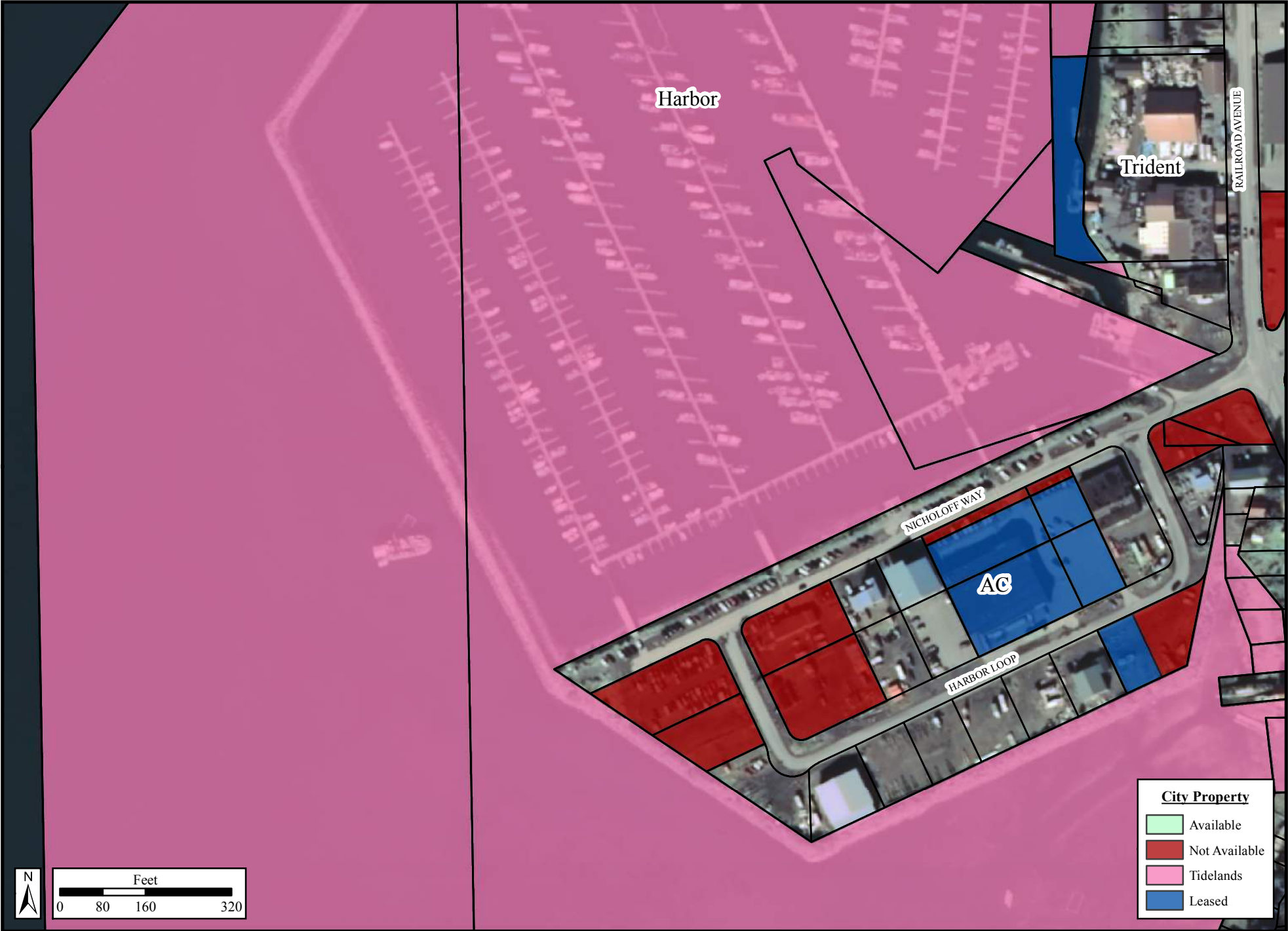
North Fill Development Park



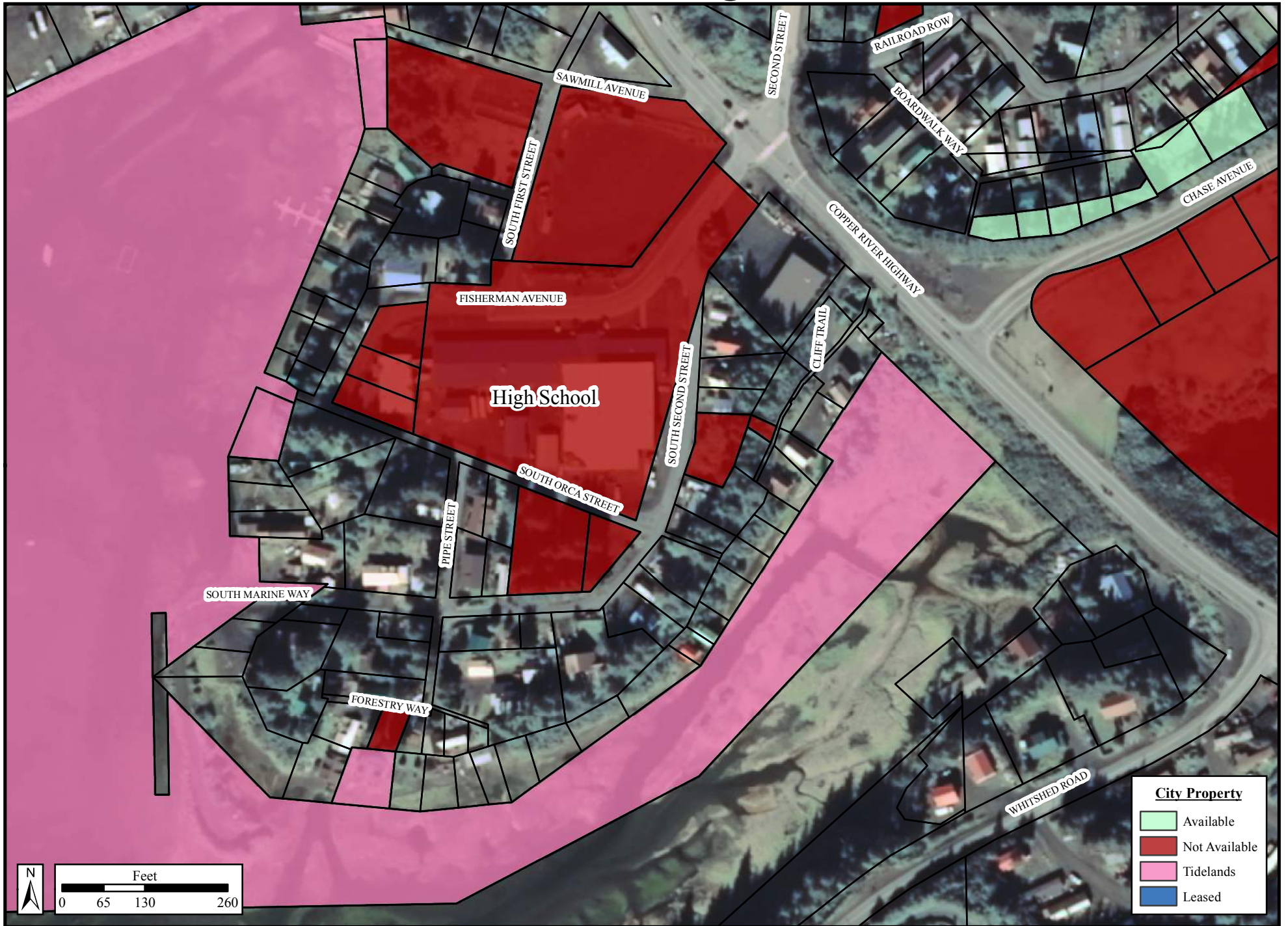
Tidewater Development Park & Cordova Industrial Park



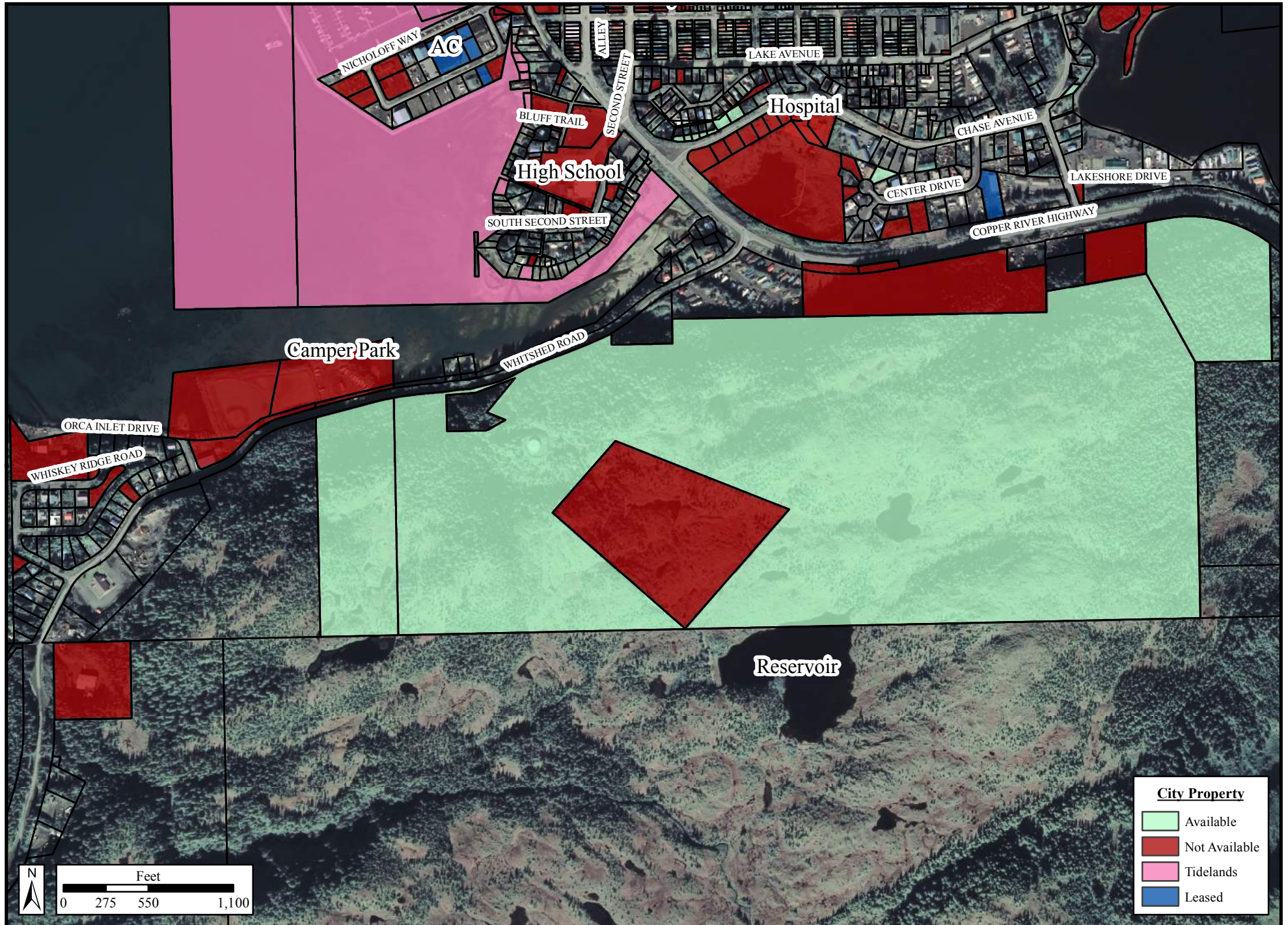
South Fill Development Park



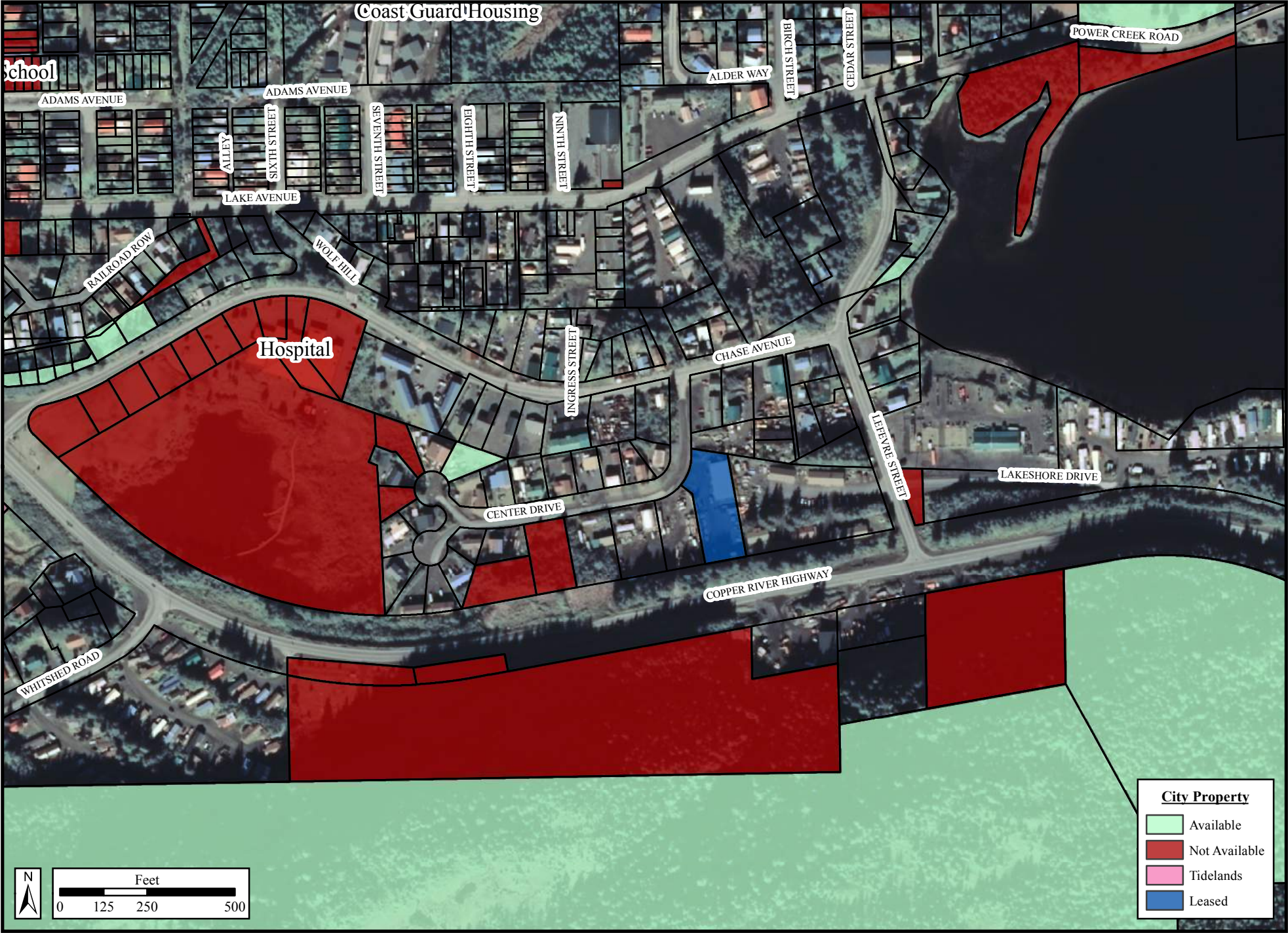
Odiak Slough



Whitshed Road



Odiak Park



Power Creek Road



Eyak Lake



Five Mile Loop





AGENDA ITEM # 9b

Planning Commission Meeting Date: 1/9/18

PLANNING COMMISSION COMMUNICATION FORM

FROM: Planning Staff

DATE: 1/3/18

ITEM: Disposal of Lot 3, Block 5, North Fill Development Park

NEXT STEP: Recommendation to City Council on Disposal and Disposal Method

☐ INFORMATION
☒ MOTION
☐ RESOLUTION

I. REQUEST OR ISSUE:

Requested Actions: Recommendation to City Council on Disposal and Disposal Method
Applicant: Robert Brown DBA Saddle Point Machine L.L.C.
Legal Description: Lot 3, Block 5, North Fill Development Park
Area: 16,862 square feet
Zoning: Waterfront Industrial
Attachments: Location Map
Letter of Interest

II. RECOMMENDED ACTION / NEXT STEP:

Staff suggest the following motion:

"I move to recommend to City Council to dispose of Lot 3, Block 5 North Fill Development Park as outlined

in Cordova Municipal Code 5.22.060 B by *”

Choose one of the following to insert for the asterisk:

1. Negotiating an agreement with Robert Brown DBA Saddle Point Machine L.L.C. to lease or purchase the property.
2. Requesting sealed proposals to lease or purchase the property.
3. Inviting sealed bids to lease or purchase the property.
4. Offering the property for lease or purchase at public auction.

III. FISCAL IMPACTS:

Potential fiscal impacts could be new jobs, additional sales tax, and additional property taxes.

IV. BACKGROUND INFORMATION:

12/1/17 – A letter of interest was received from Robert Brown DBA Saddle Point Machine L.L.C. See attached.

This lot is currently ‘Not Available’ on the Land Disposal Maps. The disposal will not move forward unless the lot is designated ‘Available.’

Applicable Code:

5.22.040 - Letter of interest to lease or purchase.

C. The planning commission shall review the letter of interest and recommend to the city council whether to offer the real property interest for disposal by one of the methods as described in Section 5.22.060(B).

5.22.060 - Methods of disposal.

B. In approving a disposal of an interest in city real property, the city council shall select the method by which the city manager will conduct the disposal from among the following:

- 1. Negotiate an agreement with the party who submitted a letter of interest to lease or purchase the property;*
- 2. Invite sealed bids to lease or purchase the property;*
- 3. Offer the property for lease or purchase at public auction;*
- 4. Request sealed proposals to lease or purchase the property.*

V. LEGAL ISSUES:

Legal review of disposal documents would be required.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

This lot is currently being used by the Harbor Department as boat/trailer storage and staging.

VII. SUMMARY AND ALTERNATIVES:

The commission can choose to recommend not to dispose the property.

ATTACHMENT A



Saddle Point Machine L.L.C.

Robert Brown

P.O. Box 782, Cordova Ak. 99574
Phone 907-429-3944
saddlepointmachine@gmail.com

December 1, 2017

City of Cordova Planning Commission

P.O. Box 1210

Cordova, Alaska 99574

To Whom it May Concern;

Subject: Lot 3 , Block 5 North Fill Development Park Letter of Interest

I am asking that the Commission consider changing the status of Lot 3 , Block 5 North Fill Development Park from not Available to Available for purchase . I am interested in purchasing this lot and constructing a shop building. I have outgrown my current facility. My current location is unsuitable for my future goals for my company. I am currently working with Aquaharmonics, an Oregon based company on the development of an ocean wave energy device that is being funded by a grant from the U.S. Department of Energy. The construction phase of this project begins in approximately 18 months. I also need to expand my facility to be a full service marine machine shop with capabilities to manufacture marine propeller shafting of all sizes. This is a service not currently available in Cordova. This will bring more boats to Cordova's shipyard. By making the prospect of hauling and servicing a vessel in our shipyard more attractive to statewide vessel owners. This lot is a good fit for my company goals, the square footage and location best fit my needs. Building a machine shop on this location will create employment opportunities and fit the original charter for the North Fill Development Park.

Sincerely,

Robert Brown
Owner
Saddle Point Machine L.L.C.



AGENDA ITEM # 9c

Planning Commission Meeting Date: 1/9/18

PLANNING COMMISSION COMMUNICATION FORM

FROM: Planning Staff

DATE: 1/3/18

ITEM: Disposal of Breakwater Fill Lot

NEXT STEP: Recommendation to City Council on Disposal and Disposal Method

☐ INFORMATION
☒ MOTION
☐ RESOLUTION

I. REQUEST OR ISSUE:

Requested Actions: Recommendation to City Council on Disposal and Disposal Method
Applicant: Dotty Widmann DBA The Net Loft
Legal Description: Portions of Lot 1 & 2, Block 7A, Tidewater Development Park and a portion of ATS 220 herein referred to as the "Breakwater Fill Lot"
Area: Pad is approximately 19,000 sq. ft.
Zoning: Unzoned
Attachments: Location Map
Letter of Interest

II. RECOMMENDED ACTION / NEXT STEP:

Staff suggest the following motion:

“I move to recommend to City Council to dispose of the Breakwater Fill Lot as outlined in Cordova Municipal Code 5.22.060 B by *”

Choose one of the following to insert for the asterisk:

1. Negotiating an agreement with Dotty Widmann DBA The Net Loft to lease or purchase the property.
2. Requesting sealed proposals to lease or purchase the property.
3. Inviting sealed bids to lease or purchase the property.
4. Offering the property for lease or purchase at public auction.

III. FISCAL IMPACTS:

Potential fiscal impacts could be new jobs, additional sales tax, and additional property taxes.

IV. BACKGROUND INFORMATION:

1/3/18 – A letter of interest was received from Dotty Widmann DBA The Net Loft. See attached.

This land is ‘Available’ on the land disposal maps. Before disposal, the pad will need to be platted as one lot.

Applicable Code:

5.22.040 - Letter of interest to lease or purchase.

C. The planning commission shall review the letter of interest and recommend to the city council whether to offer the real property interest for disposal by one of the methods as described in Section 5.22.060(B).

5.22.060 - Methods of disposal.

B. In approving a disposal of an interest in city real property, the city council shall select the method by which the city manager will conduct the disposal from among the following:

- 1. Negotiate an agreement with the party who submitted a letter of interest to lease or purchase the property;*
- 2. Invite sealed bids to lease or purchase the property;*
- 3. Offer the property for lease or purchase at public auction;*
- 4. Request sealed proposals to lease or purchase the property.*

V. LEGAL ISSUES:

Legal review of disposal documents would be required.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

A portion of the lot has been seasonally rented by Land Use Permit. The Land Use Permits are issued administratively allowing for the permittee, city, and buyer to work collaboratively.

VII. SUMMARY AND ALTERNATIVES:

The commission can choose to recommend not to dispose the property.

ATTACHMENT A



3 January 2018

To: Alan Lanning
City Manager
Cordova, Alaska

From:
Dotty Widmann
The Net Loft
140 Adams Avenue
P.O. Box 880
Cordova, Alaska 99574
907 317-2819

This letter serves as a letter of interest concerning the following property :
Portions of Lot 1 & 2, Block 7A, Tidewater Development Park and a portion of ATS 220, commonly referred to as the “Breakwater Fill Lot”

I am the owner of The Net Loft, a business that has been operating in Cordova since 1984. I have operated my business for sixteen years in its present downtown location. I have a vision for what I could accomplish and contribute to our community, if I could have a building that was more suited and designed for the business and services we offer.

My vision for the property would be to create a space better designed for a functioning retail space, as well as an expanded classroom space that would be designed to accommodate the workshops and events we create. We still would utilize the facilities of the Cordova Center for our larger events, but this space would help in our daily and weekly offerings. In this plan I would like to include access to the land for those wanting to watch the boats via a viewing areas with public access. There would also be an inside gathering space with windows viewing the harbor and the inlet view, as well as a well designed retail space on a single level that would be spacious and able to accommodate all physical needs.

The Net Loft is an active business, invested in the City of Cordova. We are interested in seeing this city thrive economically as well as in contributing to the fostering of strong community. The Cordova Center is an excellent example of how a space can help nurture a sense of community. My hope is to develop our workshop programs, to provide healthy activities for our residents in a space that makes best use of the aesthetics of the location that would also draw the type of visitors that would boost our economy without impacting or compromising our local resources. I have seen this to be true in the events we have hosted thus far. I believe this land is a perfect spot for this vision to come to life, and hope you will consider directly negotiating with me for the property, so we can move forward to making this vision a reality.

Thank you for your consideration.

Dotty Widmann

Owner, The Net Loft



AGENDA ITEM # 9d
Planning Commission Meeting Date: 1/9/18

PLANNING COMMISSION COMMUNICATION FORM

FROM: Planning Staff

DATE: 1/3/18

ITEM: Chair Election

NEXT STEP: Elect Chair

☐ INFORMATION
☒ MOTION
☐ RESOLUTION

I. REQUEST OR ISSUE:

The Planning Commission consists of seven members, one of which may be designated by the City Council. Pursuant to Section 3.40.030, a chair shall be selected annually from the members of the commission.

II. RECOMMENDED ACTION / NEXT STEP:

Staff recommend the chair open nominations from the floor by stating: "Nominations are now in order for the office of chair of the Planning Commission."

After nominations, a voice vote is recommended if there is only one nomination, or a roll call vote if there are multiple nominations.

III. FISCAL IMPACTS:

N/A

IV. BACKGROUND INFORMATION:

As soon as the current chair opens nominations from the floor, any member can bring forth a nomination. The member should know beforehand if the person he or she wishes to nominate is both eligible and willing to serve.

When the nomination is from the floor:

- A member does not have to get recognition from the current chair to make a nomination.
- A person can nominate himself or herself.
- A nomination does not need a second.
- A member can't nominate more than one person for an office until everyone has had the opportunity to make nominations.
- The current chair can continue presiding, even if he or she is one of the nominees for the office.
- After each nomination, the current chair repeats the name to the commission.

A motion to close nominations is not necessary. Usually the current chair closes nominations when no further nominations come forward.

If at any time during the nominating process a member realizes that he or she will be unable to serve if elected, the member should stand and request that his or her name be removed from nomination. Removing your name during the nomination process is better than waiting until after you are elected.

After the nominating process is finished, the members must vote on the proposed candidates. Members can take the vote for election by voice vote or roll call vote.

In the event there is a tie, the commission may choose a method to break the tie, and vote until the tie is broken.

V. LEGAL ISSUES:

N/A

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

N/A

VII. SUMMARY AND ALTERNATIVES:

N/A



AGENDA ITEM # 9e

Planning Commission Meeting Date: 1/9/18

PLANNING COMMISSION COMMUNICATION FORM

FROM: Planning Staff

DATE: 1/3/18

ITEM: Vice Chair Election

NEXT STEP: Elect Vice Chair

☐ INFORMATION
☒ MOTION
☐ RESOLUTION

I. REQUEST OR ISSUE:

While the city's code does not require a vice chair for the Planning Commission, this has been the practice in the past. Having a vice chair gives staff and public another point of contact and allows for meetings to run smoothly if the chair is absent. Staff recommend that the commission continue this practice and look at codifying the practice in the future.

II. RECOMMENDED ACTION / NEXT STEP:

Staff recommend the chair open nominations from the floor by stating: "Nominations are now in order for the office of vice chair of the Planning Commission."

After nominations, a voice vote is recommended if there is only one nomination, or a roll call vote if there are multiple nominations.

III. FISCAL IMPACTS:

N/A

IV. BACKGROUND INFORMATION:

The procedure for vice chair election should be the same as for the chair.

V. LEGAL ISSUES:

N/A

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

N/A

VII. SUMMARY AND ALTERNATIVES:

N/A

2018 JANUARY

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	01 City Closed - New Years	02	03 7:00 PM - City Council Regular Meeting (Cordova Center Rooms A & B)	04	05	06
07	08	09 6:30 PM - Planning Commission Regular Meeting (Cordova Center Rooms A & B)	10 7:00 PM - Harbor Commission Regular Meeting (Cordova Center Room B) 7:00 PM - School Board Regular Meeting (High School Library)	11	12	13
14	15 City Closed - MLK Jr. Day	16	17 7:00 PM - City Council Regular Meeting (Cordova Center Rooms A & B)	18	19	20
21	22	23	24	25 6:00 PM - CCMC Board Regular Meeting (CCMC Conference Room)	26	27
28	29	30 6:00 PM - Parks and Recreation Commission Regular Meeting (Cordova Center Rooms A & B)	31	01	02	03
04	05	06	07	08	09	10

2018 FEBRUARY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	01	02	03
04	05	06	07 7:00 PM - City Council Regular Meeting (Cordova Center Rooms A & B)	08	09	10
11	12	13 6:30 PM - Planning Commission Regular Meeting (Cordova Center Rooms A & B)	14 7:00 PM - Harbor Commission Regular Meeting (Cordova Center Room B) 7:00 PM - School Board Regular Meeting (High School Library)	15	16	17
18	19 City Closed - Presidents' Day	20	21 7:00 PM - City Council Regular Meeting (Cordova Center Rooms A & B)	22 6:00 PM - CCMC Board Regular Meeting (CCMC Conference Room)	23	24
25	26	27 6:00 PM - Parks and Recreation Commission Regular Meeting (Cordova Center Rooms A & B)	28	01	02	03
04	05	06	07	08	09	10