

PLANNING COMMISSION REGULAR MEETING
MARCH 8, 2016 AT 6:45 PM
CORDOVA CENTER COMMUNITY ROOMS A & B
MINUTES

1. CALL TO ORDER

Chair *Tom Bailer* called the Planning Commission Regular Meeting to order at 6:45 PM on March 8, 2016 in Cordova Center Community Rooms A & B.

2. ROLL CALL

Present for roll call were Chair *Tom Bailer* and Commissioners *Tom McGann, Scott Pegau, Allen Roemhildt,* and *Heath Kocan*. Commissioners *John Baenen* and *Mark Frohnapfel* were absent.

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

5 people were in the audience.

3. APPROVAL OF AGENDA

M/Pegau S/McGann to approve the agenda.

Upon voice vote, motion passed 5-0.

Yea: *Bailer, McGann, Pegau, Roemhildt, Kocan*

Absent: *Baenen, Frohnapfel*

4. APPROVAL OF CONSENT CALENDAR

- a. Minutes of February 9, 2016 Public Hearing
- b. Minutes of February 9, 2016 Regular Meeting
- c. Record excused absences for Scott Pegau and Mark Frohnapfel from the February 9, 2016 Regular Meeting

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

Upon voice vote, motion passed 5-0.

Yea: *Bailer, McGann, Pegau, Roemhildt, Kocan*

Absent: *Baenen, Frohnapfel*

5. DISCLOSURES OF CONFLICTS OF INTEREST

McGann said he had a perceived conflict of interest on the site plan review. *Bailer* agreed.

6. CORRESPONDENCE

- a. Letter from Makena O'Toole

7. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

- a. Audience comments regarding agenda items

Mary Anne Bishop, 700 Fourth Street, was present to urge the commission not to offer for bid the 11 acres of tidelands in ATS 1004. Four years ago, there was a referendum petition that went to the ballot and the citizens of Cordova voted to not sell a portion of ATS 1004. Last week, the citizens voted not to sell the breakwater fill lot. These kinds of battles could be avoided with a new comprehensive plan with a waterfront

plan. She suggested that the \$100,000 cost of revising the comprehensive plan come from the permanent fund.

Kirsti Jurica, Saddle Point, was present to speak about ATS 1004. She said waterfront was precious in the town and having two waterfront properties go to ballot is a waste of money. She said the Harbor Commission came up with five acres for shipyard expansion. Where did the five acres come from; do they want more? She asked the commission to slow down and said a waterfront plan would be useful.

8. PLANNER'S REPORT

Greenwood said they got three proposals for the baler improvements. The Facility Contractors proposal for the Library and Museum passed the first reading of the ordinance. She explained that there had been some miscommunication about grave boxes between the hospital and the city, but that it had been worked out. She said that the paving contract covered Harbor Loop, Nicholoff, and Railroad Avenue from the highway to Nicholoff.

9. UNFINISHED BUSINESS

a. Disposal of a Portion of ATS 1004

M/Roemhildt S/Bailer to recommend to City Council to dispose of a portion of ATS 1004 as depicted in the staff report for fair market value as outlined in the Cordova Municipal Code 5.22.060 B by negotiating an agreement with Skip Jensen to lease or purchase the property.

Roemhildt said that the letter of interest was vague. He doesn't think it is the best use for that area. *McGann* said he wasn't sure about the acreage; he didn't calculate five acres. *Bailer* said this was just the start of the process, this wasn't the place for that level of detail. *Greenwood* said that it was an estimate, they didn't survey it out. The letter of interest is the start of 5.22. She has never seen a letter where a plan was spelled out in detail.

Pegau said he went through the comprehensive plan which references the waterfront master plan, which is from 1995. The plan actually said they should abandon the shipyard. At this point, they need to get the harbor plan, the comprehensive plan, and the waterfront master plan in alignment.

Bailer said he sees the issue as win-win. Its five acres for needed shipyard expansion. *Tony Schinella*, Harbormaster, said they could use the expansion right now. *Bailer* said another cannery would be welcome in town as it is a big economic impact. He likes the letter of interest. *Pegau* said he had concerns that the motion was not competitive and that the lot had been bid on before. *Bailer* said most of the time they request sealed proposals, which opens the property up for anybody.

Upon voice vote, motion failed 1-4.

Yea: *Bailer*

Nay: *McGann, Pegau, Roemhildt, Kocan*

Absent: *Baenen, Frohnapfel*

10. NEW/MISCELLANEOUS BUSINESS

a. Site Plan Review – Northern Fish Products DBA Prime Select

M/Pegau S/Kocan to recommend to the City Council to approve the Site Plan Review requested by Northern Fish Products DBA Prime Select to place modular bunkhouse units on Lot 9, Block 1, Cordova Industrial Park based on the findings and with the special conditions as contained in the staff report.

Pegau said he found everything he was hoping to find in the application. His only question was about the snow load since the building was flat. *Mark Hoffman*, the contractor for Northern Fish, said that the snow load was 150 pounds. The structural members on the repurposed containers are tube steel and are designed to support the loads on the containers.

Upon voice vote, motion passed 4-0.

Yea: *Bailer, Pegau, Roemhildt, Kocan*

COI: *McGann*

Absent: *Baenen, Frohnapfel*

b. Resolution 16-02

A resolution of the Planning Commission of the City of Cordova, Alaska authorizing the vacation of a portion of Davis Avenue of the Original Townsite of Cordova

M/*Roemhildt* S/*McGann* to approve Resolution 16-02.

Roemhildt said he didn't see anything wrong with it as far as the criteria and there was no reason not to approve it. *McGann* said he supported it, but he hoped that the survey was accurate. *Pegau* said he appreciated there was a condition to recombine the lots as it will make life easier in the future.

Upon voice vote, resolution passed 5-0.

Yea: *Bailer, McGann, Pegau, Roemhildt, Kocan*

Absent: *Baenen, Frohnapfel*

c. Resolution 16-03

A resolution of the Planning Commission of the City of Cordova, Alaska recommending land disposal evaluation criteria to the City Council of the City of Cordova, Alaska

M/*McGann* S/*Roemhildt* to approve Resolution 16-03.

McGann said that he doesn't see any need to change the criteria, however they could work on how they use the criteria so that they all use it in a similar manner. On the criteria that have a value or number, they should try to use a ratio rather than top one gets 10, the next gets 9, the next gets 8. *McGann* said the best way to avoid liability is to use findings. He thinks they need to explain why they rank items the way they do. *Pegau* agreed that they should keep the criteria the way it is. He was concerned that since the last resolution wasn't repealed, there would be two resolutions.

Bailer said he would like to see more value on the proposal price. *Pegau* said that the proposal price was a one-time thing. The commission agreed to change the multiplier to 1.5 for the proposal price. *Bailer* said he thinks that sends a strong symbol to anyone purchasing land that the two most important things are the base price and the value of improvements. The commission agreed to change the multiplier for the comprehensive plan to 1.

Bailer asked if the last RFP required elevation drawings. *Stavig* said that the RFP has the criteria and cover pages which contains additional requirements. He did not think elevations were required. *McGann* said that if someone doesn't have a relationship with an architect or have CAD capabilities, 30 days is a crunch. *Greenwood* said that they could make elevation and conceptual drawings a requirement of the RFP. *McGann* asked if they wanted to increase the number of days the proposal was out to 45 days. *Bailer* said before they put an RFP out, they should specify how long they want it to go out for. *Stavig* said that they must specify any additional RFP requirements when they are considering the letter of interest, as once they make their recommendation to put property out for proposals, it doesn't come back. *Bailer* suggested that all RFPs from this point on go out to the public for 45 days. The commission concurred.

Pegau said the criteria for consistency with the comprehensive plan, it is all or nothing. *McGann* said the five-year business plan was similar. *Pegau* said there were differences in quality in business plans as some have looked like wishful thinking. *Bailer* asked how the commission approaches the importance to the community criteria. *Pegau* said that with the Library/Museum disposal, that was the one criteria that he thought the public testimony would change because it demonstrated the public thought differently than him. Part of that criteria is his personal view of what the community needs and the other part is the feedback he gets. *McGann* said it was subjective and they had to go with their gut and make findings that justify their

score. **Kocan** said there was a lot of public feedback and he tried to use that in his ranking. **Bailer** said they had a lot of letters, but there were a lot of letters from those who wanted to start a business. It's important to the city to expand their tax base. He doesn't think they should all have the same view on that criteria as that is why there are seven people on the commission.

Pegau asked what level of detail the elevation drawings needed to be in. **Bailer** said they had to keep in mind that they aren't trying to sell it to people, the people are trying to buy it from them. It is up to the proposers to put their best foot forward. The more detail they can give them, the better chance they will get a better score. **Pegau** said all he would need to know is that elevation drawings need to be drawn to scale from all four sides.

Bailer said when it comes to the criteria, in the past they did a roll call for their scores. If there were differences in numbers, they would stop and discuss. If they all had similar scores, they wouldn't debate it. **McGann** said they should come up with a simple one-sentence finding for each score. **Pegau** said he doesn't think there is a need to try to equalize each commissioner's score, as long as each person justifies the scores they gave with their findings.

Roemhildt said that the sales tax revenue criteria seems to be all speculation. **Pegau** said if there was a North Fill property and there were proposals for a personal shop, public storage, and a repair shop, one would not bring sales tax, one would be a fixed amount, and one would have a business plan.

Bailer said to recap everyone will complete a criteria for each proposal, they will do a roll call for the total score for all proposals to narrow it down, and if there are multiple proposals at the top they will roll call for each criteria. **Bailer** said that with the last set of proposals he did the criteria and waited a few days and did it again and came up with similar scores.

M/McGann S/Pegau to amend the resolution so the multiplier in the criteria for proposal price is 1.5 and for consistency with the comprehensive plan is 1.

Upon voice vote, motion to amend passed 5-0.

Yea: **Bailer, McGann, Pegau, Roemhildt, Kocan**

Absent: **Baenen, Frohnapfel**

Upon voice vote, resolution passed 5-0.

Yea: **Bailer, McGann, Pegau, Roemhildt, Kocan**

Absent: **Baenen, Frohnapfel**

d. Final Plat Request for 2016 Cabin Lakes SLUP Lots Subdivision

M/Pegau S/McGann to approve the final plat request for 2015 Cabin Lake SLUP Lots Subdivision.

Upon voice vote, motion passed 5-0.

Yea: **Bailer, McGann, Pegau, Roemhildt, Kocan**

Absent: **Baenen, Frohnapfel**

11. PENDING CALENDAR

Greenwood said the next City Council Regular Meeting was moved to March 23rd. Alaska Shield is April 1st.

Bailer said at the next Regular Meeting he would like to have a discussion on ATS 1004. **Roemhildt** said he would also like to discuss it, but in the summertime when more fishermen will be in town. **Bailer** said they need to get it going. **Pegau** said he was still stuck with if they are looking at just the one area instead of part of the comprehensive plan. The problem is the comprehensive plan costs money. **Bailer** said it should be easy to talk about expansion of the shipyard and the canneries.

12. AUDIENCE PARTICIPATION

Bishop asked again that they look at the whole waterfront. She is tired of one opportunistic piece of property at a time. They need to go a comprehensive plan and focus on the waterfront too. The waterfront is their greatest asset and they need public buy-in.

Kristin Carpenter, 507 Fourth Street, said she was listening to the news and there was a piece on Greenville, South Carolina, and the point was that the city had invested in planning around the river in the city. The current comprehensive plan from 2008 doesn't really have vision or creativity. It is expensive, but it's not that large of an investment if it gets you 10 years down the road. If they thought about lining up the resources now, they could prepare for it. She urged them to think of it as an investment.

Schinella was saddened at the thought of the letter of interest dying at the Planning Commission. They would be hard-pressed to find a fisherman that didn't want shipyard expansion. This could be a great opportunity to have someone expand the shipyard for free.

Bishop said that things can sound wonderful, but she thinks it is important when people send in letters of interest that they show that they are a credible business. The particular letter of interest was from a business incorporated in January.

13. COMMISSION COMMENTS

Pegau said the discussion on the criteria was valuable. It is important to look back at the comprehensive plan as he was surprised at what he did and didn't find in it when he looked at it recently.

Kocan said he would like to see some type of plan move forward. You can tell when cities had a plan and it's beautiful and you want to be there, and you can tell when there was no plan and people just started throwing things up here and there. He grew up in Bellingham where they had a plan for their waterfront and downtown and it has turned into a great place.

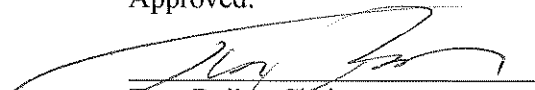
Roemhildt thanked **Bishop** for showing up. He hopes she can show up to City Council and say the same thing. They have been asking for the funding to work on the comprehensive plan. He looks forward to the discussion on ATS 1004, because it gets things moving.

Bailer said he looked forward to it also. It would be a benefit to get a new cannery and expand the shipyard.

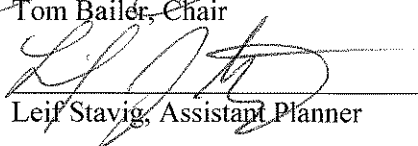
14. ADJOURNMENT

M/McGann S/Roemhildt to adjourn the Regular Meeting at 8:05 PM.
With no objection, the meeting was adjourned.

Approved:



Tom Bailer, Chair



Leif Stavig, Assistant Planner