

**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  
MARCH 13, 2018 AT 6:45 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 February 13, 2018 Public Hearing ..... **Page 2**
- b. Minutes of February 13, 2018 Regular Meeting ..... **Page 3**

**5. DISCLOSURES OF CONFLICTS OF INTEREST****6. CORRESPONDENCE**

- a. Email from Camtu and Thai ..... **Page 7**
- b. Email from Mark Hall re: Variance Request..... **Page 8**
- c. Email from David Saiget re: Variance Request ..... **Page 9**

**7. COMMUNICATIONS BY AND PETITIONS FROM VISITORS**

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

**8. PLANNER'S REPORT ..... **Page 10******9. NEW/MISCELLANEOUS BUSINESS**

- a. Variance Request – Shawn Gilman..... **Page 11**
- b. Site Plan Review Thai Vu and Camtu Ho DBA Alaska Wild Seafoods..... **Page 29**
- c. Disposal of Tracts 7, 8, and 9B, Group C, ASLS 73-35 ..... **Page 43**
- d. Disposal of Lot 4A, Block 5, North Fill Development Park..... **Page 48**

**10. PENDING CALENDAR**

- a. March 2018 Calendar ..... **Page 52**
- b. April 2018 Calendar ..... **Page 53**

**11. AUDIENCE PARTICIPATION****12. COMMISSION COMMENTS****13. ADJOURNMENT**

PLANNING COMMISSION PUBLIC HEARING  
FEBRUARY 13, 2018 AT 6:30 PM  
CORDOVA CENTER COMMUNITY ROOMS A & B  
MINUTES

1. CALL TO ORDER

Chair **Tom McGann** called the Planning Commission Public Hearing to order at 6:30 PM on February 13, 2018 in Cordova Center Community Rooms A & B.

2. ROLL CALL

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

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

2 people were in the audience.

3. PUBLIC HEARING

a. Final Plat Approval for Saddle Point Too Addition No. 1

**Christopher Grimwood**, Lot 4B Saddle Point Drive, said that he intended to subdivide his lot into two. The final survey would be completed shortly.

**Troy Tirrell** said that he was the neighboring property owner. His only concern, which has been addressed by **Grimwood**, is the septic.

M/Roemhildt S/Baenen to recess until 6:44 PM.  
With no objection, the hearing was recessed.

The Public Hearing came back to order at 6:44 PM.

4. ADJOURNMENT

M/Roemhildt S/Baenen to adjourn the Public Hearing at 6:44 PM.  
With no objection, the meeting was adjourned.

Approved:

\_\_\_\_\_  
Tom McGann, Chair

\_\_\_\_\_  
Leif Stavig, Assistant Planner

PLANNING COMMISSION REGULAR MEETING  
FEBRUARY 13, 2018 AT 6:45 PM  
CORDOVA CENTER COMMUNITY ROOMS A & B  
MINUTES

1. CALL TO ORDER

Chair **Tom McGann** called the Planning Commission Regular Meeting to order at 6:45 PM on February 13, 2018 in Cordova Center Community Rooms A & B.

2. ROLL CALL

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

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

2 people were in the audience.

3. APPROVAL OF AGENDA

M/Bird S/Holter to approve the agenda.

Upon voice vote, motion passed 7-0.

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

4. APPROVAL OF CONSENT CALENDAR

a. **Minutes of January 9, 2018 Regular Meeting**

b. **Record excused absence for Allen Roemhildt from January 9, 2018 Regular Meeting**

M/Bird S/Baenen to approve the consent calendar.

Upon voice vote, motion passed 7-0.

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

5. DISCLOSURES OF CONFLICTS OF INTEREST

6. CORRESPONDENCE

a. **State of Alaska DOT Public Notice**

b. **State of Alaska DOT Public Notice**

c. **State of Alaska DOT Public Notice**

7. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

a. **Guest Speakers**

b. **Audience comments regarding agenda items**

## 8. PLANNER'S REPORT

**Greenwood** said that the City Council wanted to have a work session with the commission on land disposal. She said that at the last meeting, there was concern about city employees being on a board and making land disposal decisions. Staff did not see any issue with the concern as the commission only makes a recommendation. **Greenwood** said that this time of year there is always increased interest in land disposal and a lot of questions about what property owners can do on their property.

**Bird** said that there was a letter in the City Council packet from **Pegau** about how there needed to be better communication between the council and the commission. She knew that in the past, there would be a City Council member who actually sat on the commission that would report back to council.

**Greenwood** said that City Council agreed to directly negotiate with **Rob Brown** for the lot on the North Fill. She said that the marijuana ordinance was referred back to staff until after there is a vote on whether marijuana will be legal in Cordova. **Stavig** said that the council decreased the buffer requirements from what the commission recommended. **Greenwood** said that the council didn't want more restrictive requirements since the state requirements were already strict. She said the council also removed the marijuana surtax from the ordinance. **Greenwood** said that there was a petition to repeal the motor fuel tax and reduce the sales tax cap that would likely go to a vote at a Special Election.

**Greenwood** said that there may be a Special Meeting for a Conditional Use Permit from **Camtu Ho** and **Thai Vu**. Their Performance Deed of Trust was extended by City Council until May 2019. Their request is for additional square footage for fish processing.

**Baenen** verified that the petition to prohibit marijuana was certified.

## 9. NEW/MISCELLANEOUS BUSINESS

### a. Final Plat Approval for Saddle Point Too Addition No. 1

M/Roemhildt S/Bird to recommend to City Council to approve the final plat request for Saddle Point Too Addition No. 1.

**Grimwood** said that the septic tank appears to be oversized for the two buildings currently on the property. He said the tank was on the house-side of the lot and that there would be a legal agreement between the property owners for the joint use of the septic. **Baenen** said that the septic issue wasn't really a concern for approving the plat because whoever buys the property would be responsible for figuring out the septic. He said as long as the buildings meet the setbacks, then the plat should be okay. **Bird** commented on the odd usage of "too" in the subdivision name.

Upon voice vote, motion passed 7-0.

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

### b. Disposal of Lot 1 and 2, Block 6; and Lot 3A, 4, and 5, Block 8; North Fill Development Park

M/Pegau S/Bird to recommend to City Council to retain Lot 1 and 2, Block 6; and Lot 3A, 4, and 5, Block 8; North Fill Development Park.

**Pegau** said that disposing the lots to the Harbor creates an inconsistency for how the city handles city property. The proper way to handle it would be to do it in the city code. He said that the lots are

listed as 'Not Available' so the city can't dispose to the Harbor. **Bolin** said he thought that the joint Work Session with City Council would help them address some of the Harbor Commission's concerns. **Roemhildt** verified with staff that the memo stated that since the Harbor is a part of the city, the land does not need to be made 'Available' to dispose to the Harbor. **Greenwood** said that this has never been done before. **Stavig** said that the five lots shown in the location map were the lots being discussed. The Harbor Commission's resolution also includes the lot that **Rob Brown** is directly negotiating for.

Upon voice vote, motion passed 7-0.

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

### c. Comprehensive Plan Discussion

**McGann** said that with the upcoming taxes possibly being repealed, there isn't much money available for a comprehensive plan update. The department's budget is as lean and trim as it is ever going to be. **Bird** said that the proposal in the packet was for \$40,000 for the consultant and significant amount of staff time. **Greenwood** said that staff priorities would have to completely change in order to do the staff portion. At the same time as that proposal they got an estimate of \$100,000 for a more fully facilitated plan.

**Bird** asked if anyone from the consultant or a different community that had a new comprehensive plan had approached City Council to explain the benefits of completing a comprehensive plan. **Greenwood** said that Agnew-Beck had spoken to council, but nothing had come of it. **Stavig** said that the comprehensive plan has been on the Planning Commission's Capital Improvements List for the past few years, so it is on their radar. **McGann** said that in the Strategic Plan from 2017, the comprehensive plan was called out as a priority for 2018. **Stavig** said that for the past couple of years, the city hasn't really had any large capital projects or equipment purchases funded. **Bird** mentioned that they could fund it by spreading it out over two years. **Greenwood** said that a concern in the past is that having it spread out over so much time makes people lose interest.

**Holter** said that he heard the City Manager had been talking about land development and that if it related to the comprehensive plan, there might be more support from City Council. **Roemhildt** said that the plan from 2008 was outdated and the city only owns a few more properties. The comprehensive plan issue only comes up when there's a land disposal. Maybe there needs to be a plan immediately so that decisions can be made based on a long-term vision. **Greenwood** said that the commission could make a resolution encouraging the City Council to move forward with a comprehensive plan.

**Pegau** said he wanted there to be a strong mechanism for getting public input on the comprehensive plan. He thought the estimates for the consultant and staff time are probably on the low end. **Baenen** said that they need at least \$100,000 and he doesn't know how they would get it out of the budget. He doesn't think a resolution would get far. **McGann** said he has heard about plans for a Coast Guard cutter and harbor expansion. He was wondering if that was what the community wanted. The plan needs to come first. **Bird** said that she liked the idea of a resolution, but she thought that they should wait until after the Work Session with City Council. **Roemhildt** contemplated whether or not the commission should delay some of their decisions in order to show the importance of the comprehensive plan to council.

## 10. PENDING CALENDAR

**Stavig** said that they would be scheduling the Special Meeting for the Conditional Use Permit later in the month.

**Roemhildt** said he would not be at the Regular Meeting in March for medical reasons.

## 11. AUDIENCE PARTICIPATION

## 12. COMMISSION COMMENTS

**Pegau** thanked everyone for their patience with him calling in.

**Bolin** thanked everyone for their time. He looks forward to the discussion surrounding the comprehensive plan.

**Holter** thanked staff and the gentlemen in the audience. He looks forward to future discussions about the comprehensive plan. His observation is that if you don't plan for growth, it doesn't happen.

## 13. ADJOURNMENT

M/**Pegau** S/**Baenen** to adjourn the Regular Meeting at 7:40 PM.  
With no objection, the meeting was adjourned.

Approved:

\_\_\_\_\_  
Tom McGann, Chair

\_\_\_\_\_  
Leif Stavig, Assistant Planner

## Leif Stavig

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**From:** AK Wild Seafoods <akwsfs@gmail.com>  
**Sent:** Sunday, March 04, 2018 12:57 PM  
**To:** Sam Greenwood; Leif Stavig  
**Subject:** Thank you

Dear! Sam, Leif, and Planning Commission Members,

Thank you for all your help in getting our fish processing expansion completed this year. We appreciate you having a special meeting on Feb. 28, just to help us. We hope to do a really good job for the City and the local fisherman to make us all proud.

We will be submitting our Site Plan Review on Monday before 9am so we can be on the March 13th agenda, and hopefully receive approval. This will allow us to get all the materials ordered, foundation and slab poured during good weather, and have the building erection starting mid Sept. and completed before winter.

Thank you all again for all the help.

CC:  
Tom McGann  
Scott Pegau  
John Baenen  
Nancy Bird  
Chris Bolin  
Lee Holter  
Allen Roemhildt

Camtu and Thai



Alaska Wild Seafoods, LLC  
129 Harbor Loop Road  
Cordova, AK 99574-1502  
Tel. 907-424-3124  
Fax. 907-424-3193  
akwsfs@gmail.com

## Leif Stavig

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**From:** Mark Hall <mjhall@gci.net>  
**Sent:** Monday, March 05, 2018 10:35 AM  
**To:** Leif Stavig  
**Subject:** Concerning the Public Hearing Notice for Shawn Gilman

Samantha Greenwood / Leif Stavig,

Thank you for the opportunity to participate in the Planning Departments Variance process. Unfortunately I still reside (not live) in Anchorage, and can not attend the Public Hearing.

Concerning the Public Hearing Notice for Shawn Gilman I have two Comments.

1. Not sure if it is mentioned in Mr. Gilman's Application but it should be noted that the platting for Cabin Ridge Subdivision provided a 10' x 40' Parking Easement to Benefit Lot 4. I believe that due to the smaller lot size and location of the road that the intent was to not require off-street parking for Lot 3, 4 and 5A. One of the purposes of the 10' front yard setback is to allow off-street parking. An additional purpose is for Utilities installation, I believe that for this subdivisions the utilities were installed along the western side of Cabin Ridge Road (at least in this area). For these reason, I SUPPORT Mr. Gilman's request.
  - a. See the original Cabin Ridge Subdivision, Phase I Plat (2007-07, C.R.D.) shown in the original Lot 12.
  - b. See the original Cabin Ridge Subdivision, Phase II Plat (2010-3, C.R.D.) shown in the incorrectly labeled Lot 13.
  - c. See the Replat of Cabin Ridge Subdivision, Phase II (2010-10, C.R.D.) shown in the revised and correctly labeled Lot 12A.
2. Also I believe the area shown on the sketch is incorrect, the platted area for Lot 4 is only 8,637 sq. ft. or 0.19 Acres. Although this is not directly related to Mr. Gilman's request it does reduce the available building area.

Thank You

Mark J Hall

Lot 16A, Cabin Ridge Subdivision, Phase I - Replat.



**Leif Stavig**

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**From:** david saiget <dsaiget@hotmail.com>  
**Sent:** Thursday, March 08, 2018 1:55 PM  
**To:** Leif Stavig  
**Subject:** March 13 Public Hearing/Shawn Gilman

To City of Cordova Planning Commission:

I, David Saiget, and my wife Darcy are the owners of the house across the street from Shawn Gilman's lot. Our address is 115 Cabin Ridge Road.

We moved here permanently in June of 2017.

We received your Feb. 28 letter (albeit at our old address) notifying us of the public hearing for Variance request to be held March 13.

My wife and I won't be able to attend the hearing, however we would like to state our support for Shawn's building plans and have no issues or concerns with him moving forward, as planned. Shawn has shared his building plans with us.

Also, please note our new address:

115 Cabin Ridge Road; PO Box 1093  
Cordova, AK 99574

Sincerely,  
David and Darcy Saiget  
115 Cabin Ridge Road

# Planner's Report

**To:** Planning Commission  
**From:** Planning Staff  
**Date:** 3/6/18  
**Re:** Recent Activities and Updates

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- One building permit issued since the last meeting.
- Alaska Department of Transportation bid goal date for Adams Avenue Project is end of March.
- Surveyor has begun work on Chase lots property purchase.
- Prince William Sound Science Center proposal scheduled on 3/21/18 City Council meeting.
- Harbor Commission letter of interest referred back to staff.
- Lot 3, Block 5, North Fill (Rob Brown) lease with option to purchase tentatively scheduled for 3/21
- Participated in conference call with Alaska Trails about Safe Routes to School and Alaska Transportation Alternatives Program process.
- Lots of public questions about zoning, ownership, land disposal and other concerns.
- Shed removed from ROW by land owner.
- Working with school district to collect documentation for State review.
- The draft update of the Local Hazard Mitigation Plan (LHMP) is available on the city web page: <http://www.cityofcordova.net/government/notices-announcements/public-notices/1030-draft-hazard-mitigation-plan-update>

If you would like to provide comments, please submit as described on the web page or to the Planning Department. The Alaska Division of Homeland Security and Emergency Management and FEMA will review and pre-approve the updated LHMP. After that preapproval, the Planning Commission will review and make a recommendation to the City Council to adopt the plan by resolution. The City Council has the authority to promote sound public policy regarding hazards. This plan is required for the city to be eligible for Hazard Mitigation grants. The state contracted with the engineer to do the mandatory five-year update.

- Reviewed grant/loan opportunities and provided summaries to City Manager.
- 2018 Budget book is final.



## **AGENDA ITEM # 9a**

### **Planning Commission Meeting Date: 3/13/18**

#### **PLANNING COMMISSION COMMUNICATION FORM**

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**FROM:** Planning Staff

**DATE:** 3/7/18

**ITEM:** Variance Request – Shawn Gilman

**NEXT STEP:** Vote

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☐ INFORMATION  
☒ MOTION  
☐ RESOLUTION

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#### **I. REQUEST OR ISSUE:**

Requested Actions: Approve Variance from Front Setback  
Applicant: Shawn Gilman  
Address: Cabin Ridge Road  
Legal Description: Lot 4, Cabin Ridge Subdivision, Phase 2  
Parcel Number: 02-061-806  
Zoning: Low Density Residence District  
Lot Area: 8,637 sq. ft.  
Attachments: Location Map  
Cabin Ridge Subdivision Plats: 2007-07, 2010-03, 2010-10  
Photo of Lot  
Application with Drawings

Shawn Gilman is requesting a variance to be able to build 5 feet from the front property line instead of

required 10-foot setback.

The foundation and first level of the house extend 1.5 feet into the front setback. The second level of the house extends 5 feet into the front setback.

**II. RECOMMENDED ACTION / NEXT STEP:**

“I move that the Planning Commission grant the variance request by Shawn Gilman and to adopt and incorporate the findings within the staff report.”

Staff recommend the Planning Commission grant the variance request.

**III. FISCAL IMPACTS:**

Increased property value and tax base.

**IV. BACKGROUND INFORMATION:**

N/A

**V. LEGAL ISSUES:**

**Applicable Code:**

18.20.040 - Front yard.

There shall be a front yard in the R low density district of not less than ten feet from curb line.

18.20.050 - Rear yard.

There shall be a rear yard in the R low density district of not less than twenty-five percent of the depth of the lot, but such yard need not exceed fifteen feet.

18.20.060 - Side yard.

A. There shall be a side yard in the R low density district of not less than five feet. The minimum side yard on the street side of a corner lot shall be ten feet. B. The following additional requirements shall apply to two-family and three-family dwellings in the R low density district:

In case the building is so located on the lot that the rear thereof abuts one side yard and front abuts the other, the side yard along the rear of the building shall have a minimum width of twelve feet and the side yard along the front of the building shall have a minimum width of eighteen feet.

18.64.020 - Variances.

A. An application for a variance shall be filed in writing and verified by the owner of the property concerned.

1. The application shall contain the following data with respect to the property and the applicant:

- a. A legal description of the property involved,
- b. Plot plans showing the location of all existing and proposed buildings or alterations, elevations of such buildings or alterations, and such other data as may be required,
- c. Evidence of the ability and intention of the applicant to proceed in accordance with the plans within six months after the effective date of the variance;

**Suggested Findings:**

- a. *That there are exceptional physical circumstances or conditions applicable to the property or to its intended use or development which do not apply generally to the other properties in the same land use district.*

This condition has been met. The low density residential district encompasses a wide range of properties with terrain from low-lying areas to hillside areas throughout Cordova. The lot is unique in that it is located at a high elevation near the alpine. The lot has minimal vegetation, steep sides and has rock face on two sides. This provides exceptional circumstances that are not generally seen in other low density residential lots.

- b. *That the strict application of the provisions of this title would result in practical difficulties or unnecessary hardship.*

This condition has been met. The lot has been excavated out significantly, and further excavation has the potential to create a steep, precarious cliff that could negatively impact the stability of the hillside. Further excavation could also negatively impact natural drainages of the pond and muskeg above. Also, the contractor's ability and amount of time to continue to remove additional cliff face is impractical.

- c. *That the granting of the variance will not result in material damage or prejudice to other properties in the vicinity nor be detrimental to the public health, safety or welfare.*

This condition has been met. The proposed house is well within the remaining setbacks and the requested variance area does not border any neighboring's properties. The requested variance is for a residential structure to be placed within the front setback, this decrease of the setback requirements would not result in damage or prejudice to other property owners.

The request is not detrimental to public health and safety. The requested area into the setback is towards the road. Due to the terrain of the lot, the road is well below the buildable area. The granting of the variance situates the house to take advantage of the all the lot space and would allow for a covered off-street parking area, as well as an area available for parking in the front setback area. This will remove cars from the right of ways (ROW), and the assigned parking easements alongside the ROW. Removing cars from the ROW provides clear traffic lanes for emergency vehicles, snow removal, and road maintenance.

- d. *That the granting of the variance will not be contrary to the objectives of the comprehensive plan.*

This condition has been met. The objectives of the land use section of the comprehensive plan has a variety of objectives. For example, an objective is "Anticipate and respond to trends in development patterns." There has been trend of concern about a lack of housing in Cordova. Allowing the development of a topographically-challenged lot provides a new single-family dwelling which would help to alleviate the lack of housing and would also increase property values in the area. Another objective is to "Ensure growth patterns respect the natural environment." Beginning construction without further excavation allows for the natural environment of the lot to remain. The neighborhood is in a unique ecosystem and the features of rock cliffs and muskegs play an important role in the area's natural environment. The comprehensive plan supports residential growth and encourages the planning commission to provide land use guidance, protect citizen's investments and protect property values. This subdivision was established recently under the scrutiny of past commissions and planners who used the comprehensive plan and zoning regulations to provide more single-family lots.

Development strategies of the land use plan are discussed for all areas of the community including residential, commercial, industrial, and public lands and are listed as follows:

- Provide land use guidance for the City.
- Plan for organized future growth and development.
- Anticipate and respond to trends in development patterns.
- Maintain and provide for a balanced and complementary pattern of land uses.
- Ensure growth patterns respect the natural environment.
- Protect the citizens of the community and the investments that have been made.
- Protect property values.
- Provide a clear and concise direction towards future growth within the community.

**VI. CONFLICTS OR ENVIRONMENTAL ISSUES:**

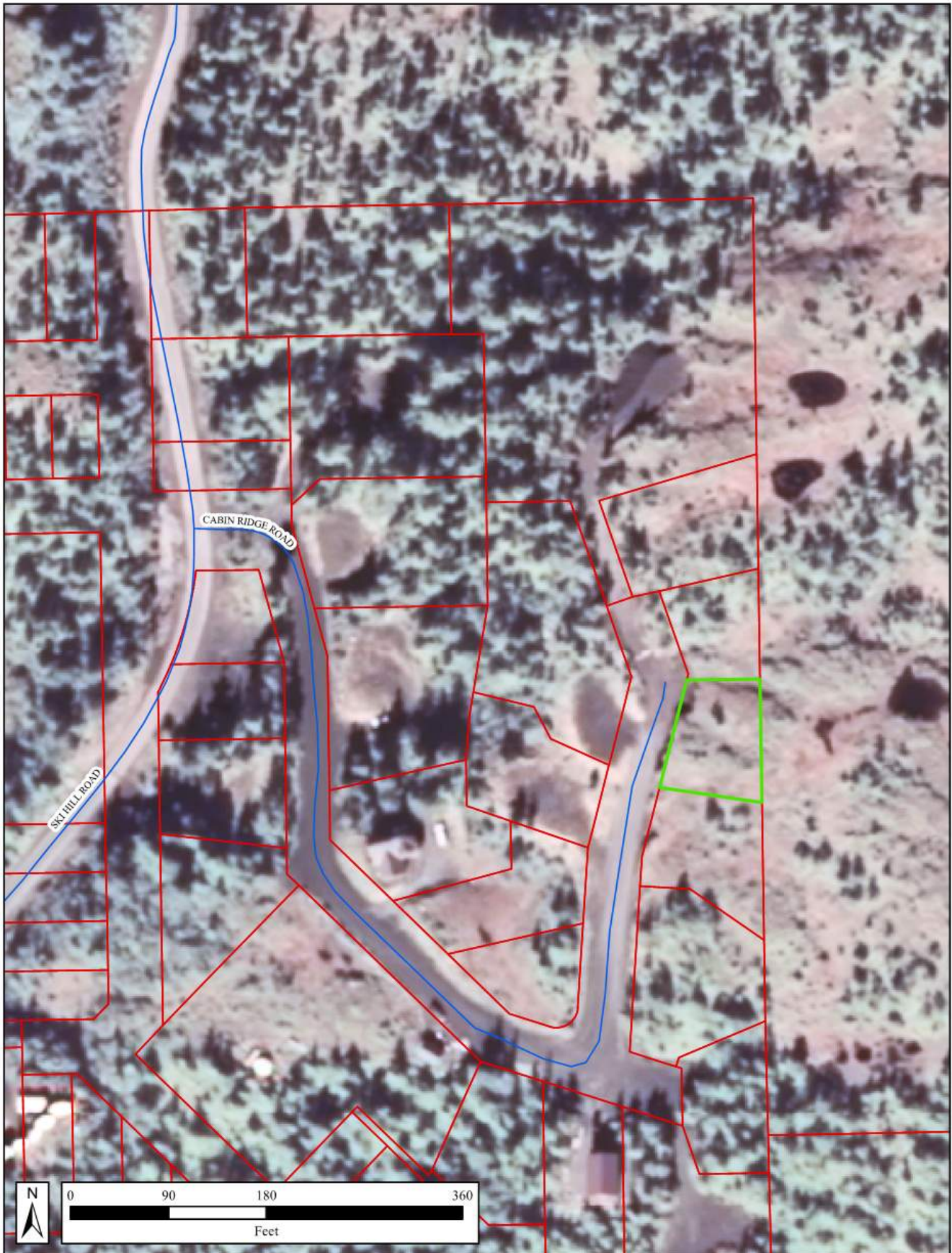
N/A

**VII. SUMMARY AND ALTERNATIVES:**

The variance can be granted, denied, or special conditions may be added by the commission.



ATTACHMENT A



## CABIN RIDGE SUBDIVISION PHASE 1

### Phase 2

### CERTIFICATE OF OWNERSHIP AND DEDICATION

I, the undersigned, do hereby certify that I am the owner of the above described property and that the same is being offered for public use as a public utility easement, streets, sidewalks, and other public improvements, and that the same are being dedicated to the public use of the City of Cordova, Alaska.

I hereby agree to this plat and to any restriction or covenant appearing hereon and to defend and protect the same against all persons claiming an interest in the same.

*Linden O'Toole, President*  
LINDEN'S LAND COMPANY  
Date: 8/14/07

*Linden O'Toole, P.O. Box 1005, Cordova, AK 99574*  
Name: Linden O'Toole  
Address: 8/14/07  
Date: 8/14/07

### NOTARY ACKNOWLEDGEMENT

*Linden O'Toole*  
PERSONALLY APPEARED  
Subscribed and sworn to before me this 9th day of August, 2007  
*Clara K. Popelka*  
Notary Public  
My Commission Expires 05/12/2009

### TAX CERTIFICATION

All real property shown on this plat is subject to the City of Cordova's tax jurisdiction. The property shown on this plat has been paid through December 31, 2007 of 2007.

*Robert E. Johns, Jr.*  
City Clerk  
Date: 8/14/07

### PLAT APPROVAL AND CERTIFICATE OF ACCEPTANCE

This plat conforms to the requirements of the City of Cordova Planning and Zoning Commission and the City of Cordova, Alaska, and all conditions and requirements of Ordinance and Law pertaining thereto.

*Robert E. Johns, Jr.*  
City Manager  
Date: 8/14/07

*Robert E. Johns, Jr.*  
Chairman, Planning and Zoning Commission  
Date: 8/14/07

*Robert E. Johns, Jr.*  
Planning Official  
Date: 8/14/07

### CERTIFICATE OF ACCEPTANCE

The City of Cordova hereby accepts for public use and for public purposes the real property shown on this plat, and the same are being dedicated to the public use of the City of Cordova, Alaska, and all conditions and requirements of Ordinance and Law pertaining thereto.

*Robert E. Johns, Jr.*  
City Manager  
Date: 8/14/07

### SURVEYOR'S CERTIFICATE

I, ROBERT E. JOHNS, JR., a professional land surveyor, do hereby certify that this is a true and correct copy of the original plat as recorded in the public records of the State of Alaska. No field survey was conducted for this plat.

*Robert E. Johns, Jr.*  
Surveyor  
Date: 8/14/07



## CABIN RIDGE SUBDIVISION PHASE 2

### CERTIFICATE OF OWNERSHIP AND DEDICATION

I, the undersigned, hereby certify that I am the owner of the above described property and that the same is being dedicated to the public use of the City of Cordova, Alaska, for the purpose of the construction of the streets and easements shown on the attached plat and that the same are necessary for the proper development and use of the property.

I, the undersigned, hereby agree to the plat and to any restriction or covenant appearing thereon and to the same being recorded in the public records of the State of Alaska.

*Shawn Gilman*  
LINDEN'S LAND COMPANY  
Date: 4-9-2010

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Address: \_\_\_\_\_

### NOTARY ACKNOWLEDGEMENT

PERSONALLY APPEARED \_\_\_\_\_  
Subscribed and sworn to before me this 9 day of April, 2010.  
Notary Public  
My Commission Expires 8/26/2010

### TAX CERTIFICATION

All real property taxes levied by the City of Cordova on the area shown on this plat have been paid through 12/31/10.

City Clerk: \_\_\_\_\_ Date: 4/9/2010  
City Manager: \_\_\_\_\_ Date: 4/7/2010  
Approved by Planning Commission: \_\_\_\_\_ Date: 4-6-2010  
Chairman, Planning & Zoning Commission: \_\_\_\_\_ Date: 3-3-2010  
Approved by City Council: \_\_\_\_\_ Date: 2-9-2010  
Planning Official: \_\_\_\_\_

### PLAT APPROVAL AND CERTIFICATE OF ACCEPTANCE

This plat conforms to the requirements of the City of Cordova Planning and Zoning Ordinance and the requirements of the Alaska Department of Natural Resources and all conditions and requirements of Ordinance and Law pertaining thereto.

Attest: \_\_\_\_\_ Date: 4/9/2010  
Assistant City Clerk

### SURVEYOR'S CERTIFICATE

I, ROBERT E. JONES, a Professional Land Surveyor, do hereby certify that the plat of the above described property is a true and correct representation of the same as the same was surveyed and shown on the ground and that the same is being dedicated to the public use of the City of Cordova, Alaska, for the purpose of the construction of the streets and easements shown on the attached plat and that the same are necessary for the proper development and use of the property.

Attest: \_\_\_\_\_ Date: 4/9/2010  
Assistant City Clerk

### CERTIFICATE OF ACCEPTANCE

The City of Cordova hereby accepts for public use and for public purposes the real property described on this plat for such use, including, but not limited to, the real property rights described on this plat, and the same are being dedicated to the public use of the City of Cordova, Alaska, for the purpose of the construction of the streets and easements shown on the attached plat and that the same are necessary for the proper development and use of the property.

Attest: \_\_\_\_\_ Date: 4/9/2010  
Assistant City Clerk

### LEGEND

SET 2 1/2" ALUM. CAP MONUMENT ON 5/8" X 3/4" IRON REBAR FLUSH WITH GROUND

### NOTES

1. THE BUILDING SET BACKS ALONG THE EASTERN BORDERS OF LOTS 1-4 WILL BE 3 FEET
2. EVERY LOT HAS 5' UTIL. EASEMENT ALONG THE SIDES AND 10' ALONG THE FRONT
3. THE PORTION OF CABIN RIDGE ROAD IN PHASE 2 WILL BE PRIVATELY MAINTAINED BY THE HOMEOWNERS WHO USE THAT SECTION OF THE ROAD
4. EACH LOT OWNER WILL INSTALL AND MAINTAIN A PRIVATE WATER LINE AND SEWER LINE WHICH HOOKS INTO THE EXISTING PUBLIC MAINS. THE CITY OF CORDOVA IS NOT RESPONSIBLE FOR PRIVATE UTILITY LINES, EVEN IF THEY ARE LOCATED IN PUBLIC RIGHT OF WAY. PRIVATE UTILITY SERVICES MAY SHARE A TRENCH BUT MUST USE INDIVIDUAL LINES. OWNERS MAY OPT TO USE ALTERNATIVE WATER OR SEWER DEPARTMENTS. OWNERS MAY INSTALL PRIVATE WATER PRESSURE PUMPS AND SEWER DEPARTMENTS. OWNERS MAY INSTALL PRIVATE WATER PRESSURE PUMPS ONLY IF THERE IS ADEQUATE BACK-FLOW PROTECTION APPROVED BY CITY OFFICIALS. THE OWNERS OF LOT 1 MAY ELECT TO INSTALL A WELL OR SEPTIC SYSTEM, BUT THEY MUST OBTAIN A PERMIT FROM THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION.
5. THERE ARE COVENANTS, CONDITIONS, AND RESTRICTIONS THAT AFFECT THE LOTS WITHIN THIS SUBDIVISION, AND THEY ARE ONLY ENFORCEABLE BY THE PROPERTY OWNERS.

### GRAPHIC SCALE

0 50 100  
( IN FEET )  
1 inch = 30 ft.

### SURVEYOR'S CERTIFICATE

I, ROBERT E. JONES, a Professional Land Surveyor, do hereby certify that the plat of the above described property is a true and correct representation of the same as the same was surveyed and shown on the ground and that the same is being dedicated to the public use of the City of Cordova, Alaska, for the purpose of the construction of the streets and easements shown on the attached plat and that the same are necessary for the proper development and use of the property.

Attest: \_\_\_\_\_ Date: 4/9/2010  
Assistant City Clerk

### CERTIFICATE OF ACCEPTANCE

The City of Cordova hereby accepts for public use and for public purposes the real property described on this plat for such use, including, but not limited to, the real property rights described on this plat, and the same are being dedicated to the public use of the City of Cordova, Alaska, for the purpose of the construction of the streets and easements shown on the attached plat and that the same are necessary for the proper development and use of the property.

Attest: \_\_\_\_\_ Date: 4/9/2010  
Assistant City Clerk

Date: Nov. 29, 2010



# CITY OF CORDOVA



## VARIANCE APPLICATION CITY OF CORDOVA

### INSTRUCTIONS


Print or type requested information. Incomplete applications will be returned to the applicant and will delay the processing of your request. All applications must be filed with the Planning Department **21 days prior to** the next Planning Commission meeting date.

APPLICANT INFORMATION	
Name	Shawn Gilman
Address	Box 223 Cordova Alaska 99574
Telephone [home]	907-227-3222
Business Name	
Business Address	
Telephone [business]	907-227-3222
Business FAX	
Project architect/engineer	STEVE Schmid
Address of architect/engineer	Box 383 Cordova Alaska 99574
Telephone of architect/engineer	1-928-699-6561

PROPERTY/PROJECT INFORMATION	
Address of subject property	Lot 4 Cabin Ridge Subdivision
Parcel identification number	02-061-806
Property owner [name/address]	Shawn Gilman Box 223 Cdv, AK
Current zoning	residential
Proposed use	residential
Construction start date	May 2018



ZONING APPLICATION	
Owner of property (if different than applicant). If multiple owners, list names and addresses of each and indicate ownership interest. Attach additional sheet if necessary.	
Real Estate Firm/Broker handling sale of property. Provide name and address. <b>Note:</b> <i>If you do not own the property, you must provide a copy of a Purchase Agreement or instrument acceptable to the city indicating the owner is fully aware of, and in agreement with, the requested action.</i>	
City Business License Permit Number (if applicable)	

APPLICANT CERTIFICATION	
<p>By the signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate. Furthermore, I (we) hereby authorize the City and its representatives to enter the property associated with this application for purposes of conducting necessary site inspections.</p>	
By: <u></u> (Signature)	By: _____ (Signature)
Name: <u>Shawn Gilman</u> (Type/Print)	Name: _____ (Type/Print)
Date: <u>2-26-18</u>	Date: _____
<p><b>Appeal Procedures:</b> A decision of the Planning Commission may be appealed to the Board of Adjustment. An appeal must be filed in writing with the City Clerk within ten (10) days of the decision. In accordance with the procedures outlined in Section 18.64.030 of the City of Cordova Zoning Code.</p>	
CITY USE ONLY - PLEASE DO NOT WRITE IN THIS SECTION	
ITEM	ACTION
Date application received:	
Fee paid:	
Does application require a public hearing?	
Planning Commission:	
City Council:	
Staff review date/reviewer name:	
Planning Commission final action:	
City Council final action:	
Other:	

**ZONING APPLICATION continued**

**Project/Request Description Page:**

- 1 Please describe your request in complete detail. Feel free to add additional pages and/or drawings, maps, photographs of the site, and other documentation that might be helpful to the Planning Commission as they make a decision on your request.
- 2 If you are requesting a dimensional variance, you must include a basic site plan drawing showing the location of your property lines, existing and proposed buildings, existing and proposed easements, building setbacks, and other items necessary to adequately and accurately show the nature of your request.
- 3 In order to receive a zoning compliance permit, you must meet the standards of the relevant zoning code. **PLEASE REFER TO THE FOLLOWING PAGES OF THIS APPLICATION FOR A COPY OF THE RELEVANT SECTION STANDARDS.**

**Please describe your request. Add additional pages, drawings and required information.**

TO OBTAIN A VARIANCE ON THE FRONT SETBACK  
OF TEN FEET TO ALLOW ENCROACHMENT NOT TO EXCEED  
FIVE FEET FOR A PORTION OF THE BUILDING. (SEE DRAWING)

**VARIANCE STANDARDS 18.64.020**

The Planning and Zoning Commission may only approve the variance if the Commission finds that **ALL** of the following 4 standards are satisfied. Each standard must have a response in as much detail as it takes to explain how your project satisfies the standard. Use additional paper if needed.

**1**

Exceptional physical circumstances or conditions that apply to the property or to its intended use or development which do not apply generally to the other properties in the same land use district.

EXPLAIN:

*SEE Attached*

**2**

That the strict application of the provisions of this title would result in practical difficulties or unnecessary hardship.

EXPLAIN:

*SEE Attached*

**3**

That the granting of the variance will not result in material damage or prejudice to other properties in the vicinity nor be detrimental to the public health, safety or welfare.

EXPLAIN:

*SEE Attached*

**4**

That the granting of the variance will not be contrary to the objectives of the comprehensive plan.

EXPLAIN:

*SEE Attached*

**OTHER REQUIREMENTS**

1. A legal description of the property involved.
2. Site and Building Plan: Plot plan showing the location of all existing and proposed buildings or improvements, elevations of such buildings or alterations, and such other data as may be required.
3. Evidence of the ability and intention of the applicant to proceed in accordance with the plans within six months after the effective date of the variance.

## Variance Standards 18.64.020

Responses to each of the 4 variance standards

2/27/18

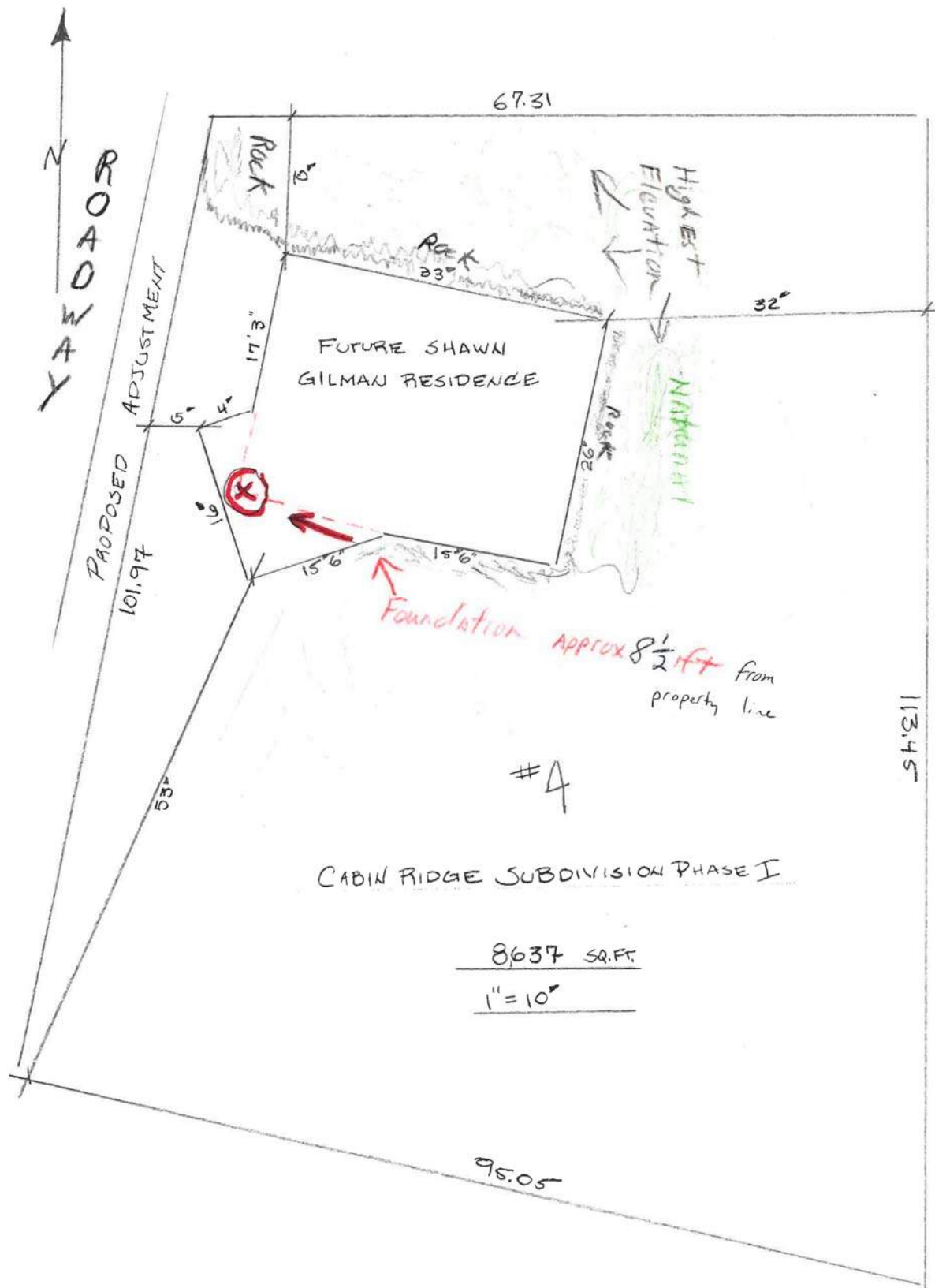
Submitted by:

Shawn Gilman

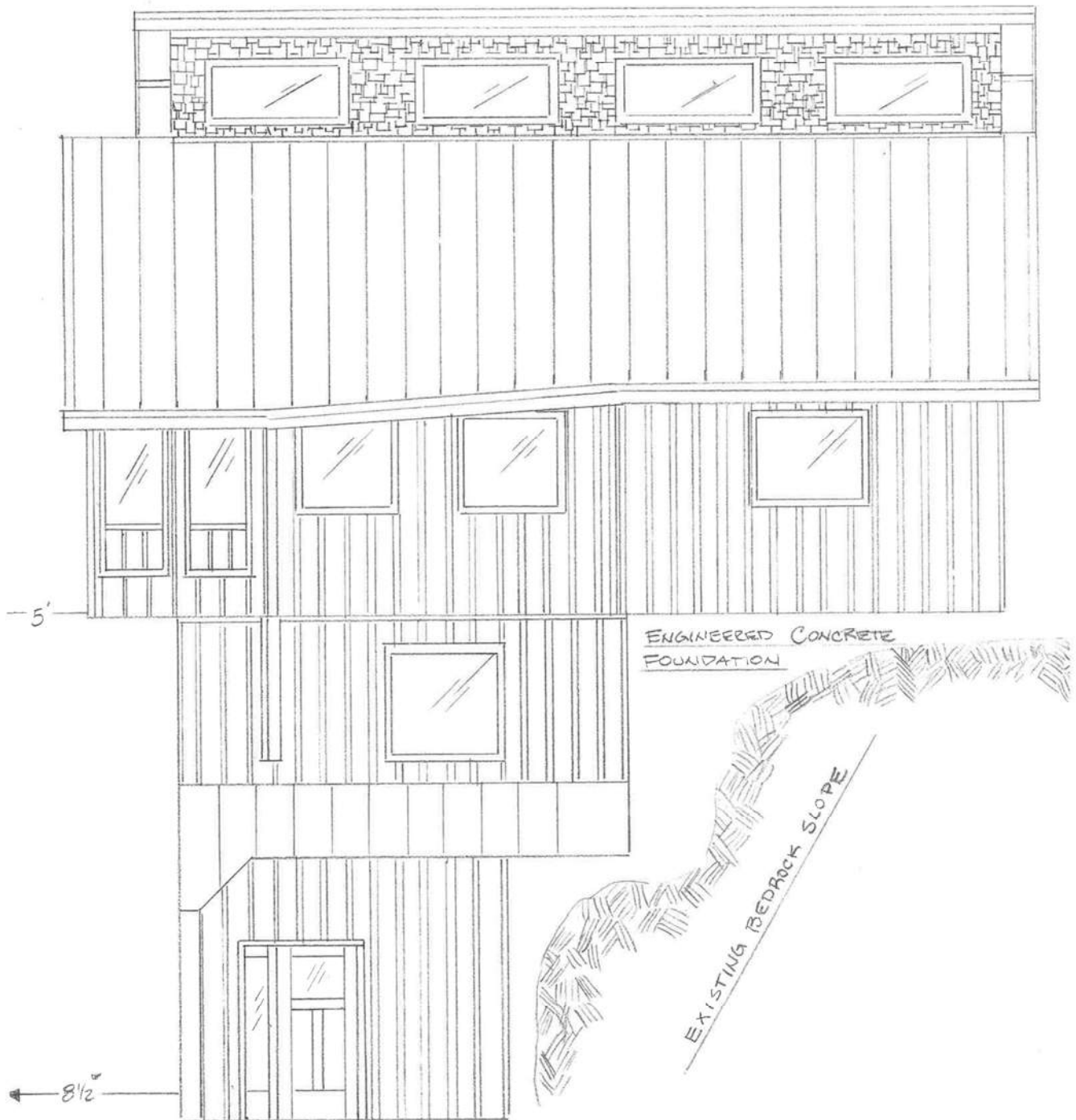
PO Box 223 Cordova, AK 99574

1. **Exceptional physical circumstances or conditions that apply to the property or to its intended use or development which do not apply generally to the other properties in the same land use district.**
  - The lot is a cliff faced lot in an approved and platted residential area. To be usable it needed an elaborate stair system built on the property line to gain 30 foot of elevation necessary to access the top of the lot. This would have required a greater variance than the current request.
  - After evaluating the stair build option and easement needed I chose to excavate the rock to create parking and an easier approach to a residential house. Two years of rock excavation have led me to this point. FURTHER EXCAVATION ENTAILS THE RISK OF ENCOUNTERING DRAINAGE, ROCK STABILITY AND COST ISSUES.
2. **That the strict application of the provisions of this title would result in practical difficulties or unnecessary hardship.**
  - The geology of the area make moving back further into the rock nearly impossible and puts the house into the prevailing wind and weather which can be substantial. Moving back further also creates a potential life safety issue with inability to shed snow on the north side.
  - Without the variance the ability to shed snow off both rooflines and park under the building diminishes if not completely disappears. Side of the road parking also would make practical difficulties for snowplowing, road maintenance and emergency vehicles, which the granting of this variance alleviates.
3. **That the granting of the variance will not result in material damage or prejudice to other properties in the vicinity nor be detrimental to the public health, safety or welfare.**
  - The granting of this variance will not result in damage to or prejudice other properties as it will not impact views and will actually enhance parking.
  - The existing parking easement is not fully available as electrical, water, telephone utilities have been installed on that site.
  - The area in question is also within the existing cliff line that extends uphill and downhill so it will not affect the road or other users. This actually increases public health, safety and welfare for traffic and snowplowing etc.
4. **That the granting of the variance will not be contrary to the objectives of the comprehensive plan.**
  - The comprehensive plan supports residential development. This subdivision was created to provide for residential development and as such was approved and platted by the city.





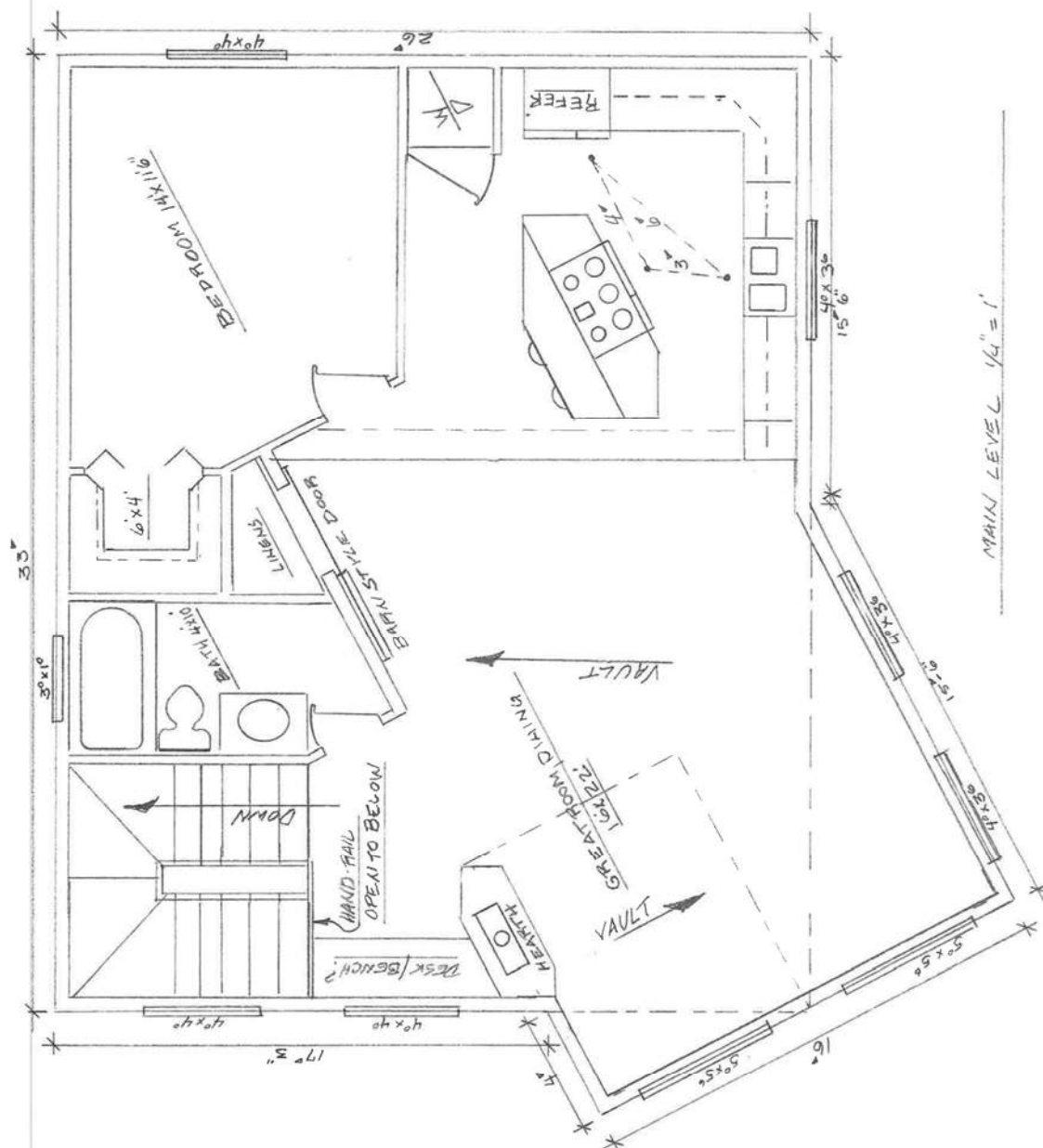




DISTANCE FROM EXISTING  
PROPERTY BOUNDARY"

GILMAN RESIDENCE 1/4"=1'

SOUTHERN ELEVATION





## **AGENDA ITEM # 9b**

### **Planning Commission Meeting Date: 3/13/18**

#### **PLANNING COMMISSION COMMUNICATION FORM**

---

**FROM:** Planning Staff

**DATE:** 3/7/18

**ITEM:** Site Plan Review Thai Vu and Camtu Ho DBA Alaska Wild Seafoods

**NEXT STEP:** Review Site Plan and Provide Recommendation to City Council

---

☐ INFORMATION  
☒ MOTION  
☐ RESOLUTION

---

#### **I. REQUEST OR ISSUE:**

Requested Actions: Site Plan Review  
Applicant: Thai Vu and Camtu Ho DBA Alaska Wild Seafoods  
Address: 129 Harbor Loop Road  
Legal Description: Lot 6, Block 2, South Fill Development Park  
Parcel Number: 02-473-140  
Zoning: Waterfront Commercial Park District  
Lot Area: 12,901 sq. ft.

Thai and Camtu are proposing to construct a fish processing facility.

#### **II. RECOMMENDED ACTION / NEXT STEP:**

"I move that the Planning Commission recommend to the City Council to approve the Site Plan Review

requested by Thai Vu and Camtu Ho DBA Alaska Wild Seafoods to construct a fish processing facility on Lot 6, Block 2, South Fill Development Park with the special conditions as contained in the staff report.”

### **III. FISCAL IMPACTS:**

Increased property taxes, jobs, and fish tax.

### **IV. BACKGROUND INFORMATION:**

**2/23/13** – Thai Vu and Camtu Ho purchased lot 6 with performance deed of trust.

**2/7/18** – City Council accepted the proposed performance deed of trust and substantial completion date to 5/1/19.

**2/28/18** – Conditional Use permit was granted for 6,000 square feet of fish processing (appealable until 3/9/18)

#### **Applicable Code:**

##### Section 18.42.010 ZONING – SITE PLAN REVIEW – Purpose.

*Whenever required by this code or the city council, a site plan review shall be completed by the planning commission with a recommendation to the city council. Prior to the issuance of a building permit, the city council must approve the site plan for the project.*

##### Section 18.42.030 ZONING – SITE PLAN REVIEW – Required Information.

*The site plan to be submitted as required herein shall contain the following information. If any of the information requested herein is not applicable to a given project, the reasons for the non-applicability of the information requested shall be stated in the site plan:*

- 1. Name, address and phone number of owner/developer;*
- 2. Legal description of property;*
- 3. A scale of not less than 1" = 20';*
- 4. Date, north point and scale;*
- 5. The dimensions of all lot and property lines, showing the relationship of the subject property to abutting properties;*
- 6. The zoning and siting of all structures on the subject property and abutting properties;*
- 7. The location of each proposed structure in the development area, the use or uses to be contained therein, the number of stories, gross building area, distances between structures and lot lines, setback lines and approximate location of vehicular entrances and loading points;*
- 8. The location of all existing and proposed drives and parking areas with the number of parking and/or loading spaces provided and the location and right-of-way widths of all abutting streets;*
- 9. Location and height of all walls, fences and screen plantings, including a general plan for the landscaping of the development and the method by which landscaping is to be accomplished and be maintained;*
- 10. Types of surfacing, such as paving, turfing or gravel to be used at the various locations;*
- 11. A grading plan of the area demonstrating the proposed method of storm drainage;*
- 12. Size and location of proposed sewer and water lines and connections;*
- 13. Front and side elevations of proposed structures;*
- 14. Exterior finish and color.*

All required information is provided in the applications and drawings.

Chapter 18.48 ZONING – OFF-STREET PARKING, LOADING AND UNLOADING

Manufacturing uses require “*One parking space for two employees, plus as required if retail or warehouse uses on the premises.*”

The applicant has provided 18 parking spaces for 32 employees. Parking spaces meet the required width, depth, and maneuvering lanes. An additional 4 spaces are available for visitors. There is no retail or warehousing occurring in the building. Off-street loading is provided and shown in the drawings; all width and length requirements are met.

**Special Conditions:**

1. The Planning Department must be in receipt of an approved Plan Review from the State of Alaska Fire Marshal prior to issuance of a Building Permit.
2. The Planning Department must be in receipt of an approved Water/Sewer Connection Permit prior to issuance of a Building Permit.
3. Public Works will review and approve of the drainage plan prior to a building permit being issued.
4. The lot line between Lot 6 and Lot 7, Block 2, South Fill Development Park will be dissolved and platted.

**V. LEGAL ISSUES:**

N/A

**VI. CONFLICTS OR ENVIRONMENTAL ISSUES:**

N/A

**VII. SUMMARY AND ALTERNATIVES:**

The commission may add or delete special conditions.



Attachment A – Location Map





**SITE PLAN REVIEW - ZONING APPLICATION**  
**CITY OF CORDOVA**

**INSTRUCTIONS**


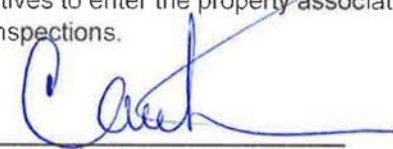
*Print or type requested information. Incomplete applications will be returned to the applicant and will delay the processing of your request. All applications must be filed with the Planning Department **21 days prior to** the next Planning Commission meeting date.*

TYPE OF REQUEST		FEE
	Site Plan Review	varies
	Residential	\$50
	Multi-Family	\$100
X	Commercial	\$150
	Industrial	\$200

APPLICANT INFORMATION	
Name	Thai Vu and Camtu Ho
Address	PO Box 1502
Telephone [home]	907-424-3124
Business Name	Alaska Wild Seafoods, LLC
Business Address	129 Harbor Loop Road
Telephone [business]	907-424-3124
Business FAX	907-424-3193
Project architect/engineer	Chris Cole 61 Northarchitect
Address of architect/engineer	3400 Spenard, Anchorage, AK
Telephone of architect/engineer	907-274-4446

PROPERTY/PROJECT INFORMATION	
Address of subject property	Lot 6, Block 2, South Fill Development Park
Parcel identification number	02-473-140
Property owner [name/address]	Thai Vu and Camtu Ho
Current zoning	Waterfront Commercial Park District
Proposed use	Fish Processor
Construction start date	Sept. 2018
WAA	

ZONING APPLICATION	
Owner of property (if different than applicant). If multiple owners, list names and addresses of each and indicate ownership interest. Attach additional sheet if necessary.	Same as applicant
Real Estate Firm/Broker handling sale of property. Provide name and address. <b>Note :</b> <i>If you do not own the property, you must provide a copy of a Purchase Agreement or instrument acceptable to the city indicating the owner is fully aware of, and in agreement with, the requested action.</i>	n/a
City Business License Permit Number (if applicable)	0003124

APPLICANT CERTIFICATION	
<p>By the signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate. Furthermore, I (we) hereby authorize the City and its representatives to enter the property associated with this application for purposes of conducting necessary site inspections.</p>	
By: <u></u> (Signature)	By: <u></u> (Signature)
Name: <u>Thai Vu</u> (Type/Print)	Name: <u>Camtu Ho</u> (Type/Print)
Date: <u>03-06-2018</u>	Date: <u>03-06-2018</u>
<p><b>Appeal Procedures:</b> A decision of the Planning Commission may be appealed to the Board of Adjustment. An appeal must be filed in writing with the City Clerk within ten (10) days of the decision. In accordance with the procedures outlined in Section 18.64.030 of the City of Cordova Zoning Code.</p>	
CITY USE ONLY - PLEASE DO NOT WRITE IN THIS SECTION	
ITEM	ACTION
Date application received:	
Fee paid:	
Does application require a public hearing? Planning Commission: City Council:	
Staff review date/reviewer name:	
Planning Commission final action:	
City Council final action:	
Other:	

**SITE PLAN REVIEW 18.42**

A zoning compliance permit for property within the City of Cordova **expires eighteen (18) months after the date it is issued.** Excavation is not considered construction.

1. Please describe the proposed construction/alteration and intended use: Building for Fish Processing

2. Please give dimensions and square footage of construction: 1st floor 5,000sf - 2nd floor 2,000sf

3. Intended use: { } Single Family { } Duplex { } Multifamily {X} Commercial/Industrial  
{ } Home Occupation (describe) n/a { } Mobile Building { } Change of use

4. No. of Living Units: 0 5. No. of Bedrooms: 0

6. Has a variance been granted? { } Yes {X} No

7. Is there a new: { } Garage? { } Carport? Is it attached to the residence? { } Yes {X} No

8. Is there an apartment above the garage? { } Yes {X} No

9. Off-street parking: Existing X Proposed \_\_\_\_\_

10. Required Setbacks: Front 15' Left Side 5' Right side 5' Rear 5' Height 30'

11. Proposed Setbacks: Front 74' Left Side n/a Right side 10' Rear 5' Height 25'

12. Sewage Disposal: Existing City Sewer & Water  
{ } Private marine outfall: { } Existing {X} New Specify owner/location: City  
{ } Private on-site sewer: { } ADEC Certification Attached

NOTE: Property owners with a private system need an ADEC permit showing sewer system is operational before Permit can be issued. Please contact ADEC at (907) 225-6200

13. Water supply: { } Cistern (show on site plan) {X} City Existing water

14. Is the construction occurring on a grandfathered structure (build prior to August 7, 1967)? No

15. Is there a building currently on the property? { } Yes {X} No

16. Which licensed surveyor will be doing your foundation/as-built Survey? Leo Americus

17. Is your driveway exit and adjoining roads shown on the site plan? {X} Yes { } No  
Are you building a new driveway that exits onto a State road or highway? { } Yes {X} No  
If YES, an ADOT Driveway Permit is required. (See bottom page 4)

18. Does this property contain drainages, creeks, wetlands, or other water features? { } Yes {X} No  
Does your lot abut salt water? {X} Yes { } No  
Have you or will you be using fill to develop your lot? { } Yes {X} No

(If you answered YES to any of the above three questions, you may need to contact the U.S. Army Corps of Engineers or other State agencies about additional permitting requirements.. Please see Planning staff for information.)

19. Is this permit for a tax-exempt use? { } Yes {X} No

20. Has a Conditional Use Permit been issued? {X} Yes { } No

21. Is this permit for a mobile building? { } Yes {X} No  
Year \_\_\_\_\_ Model \_\_\_\_\_ Serial No. \_\_\_\_\_

22. Is your property within a Flood Plain or Coastal Zone? (see staff for interpretation) No  
Elevation Certificate/Flood Hazard form attached

**APPLICATION INFORMATION**

**Parking:** Each residential dwelling unit must have at least two (2) vehicular off-street parking spaces.

**Water and Sewer:** Applicants must obtain a water/sewer application from City Hall. Fees vary.

**Sewage Disposal:** All proposed sewage systems outside of City Limits (unrestricted district) must

**Site plan, Building Height, and Building plan:** *Two copies* of a site, building height, and building plan, *drawn to scale (1"=x')*, must be submitted with the application. Plans must show all property

Please include a building height (elevation) drawing. *As-built surveys* prepared by a licensed land

**Snow and Wind loads:** 100 lbs. per square foot ground snow load and 120 mph wind load

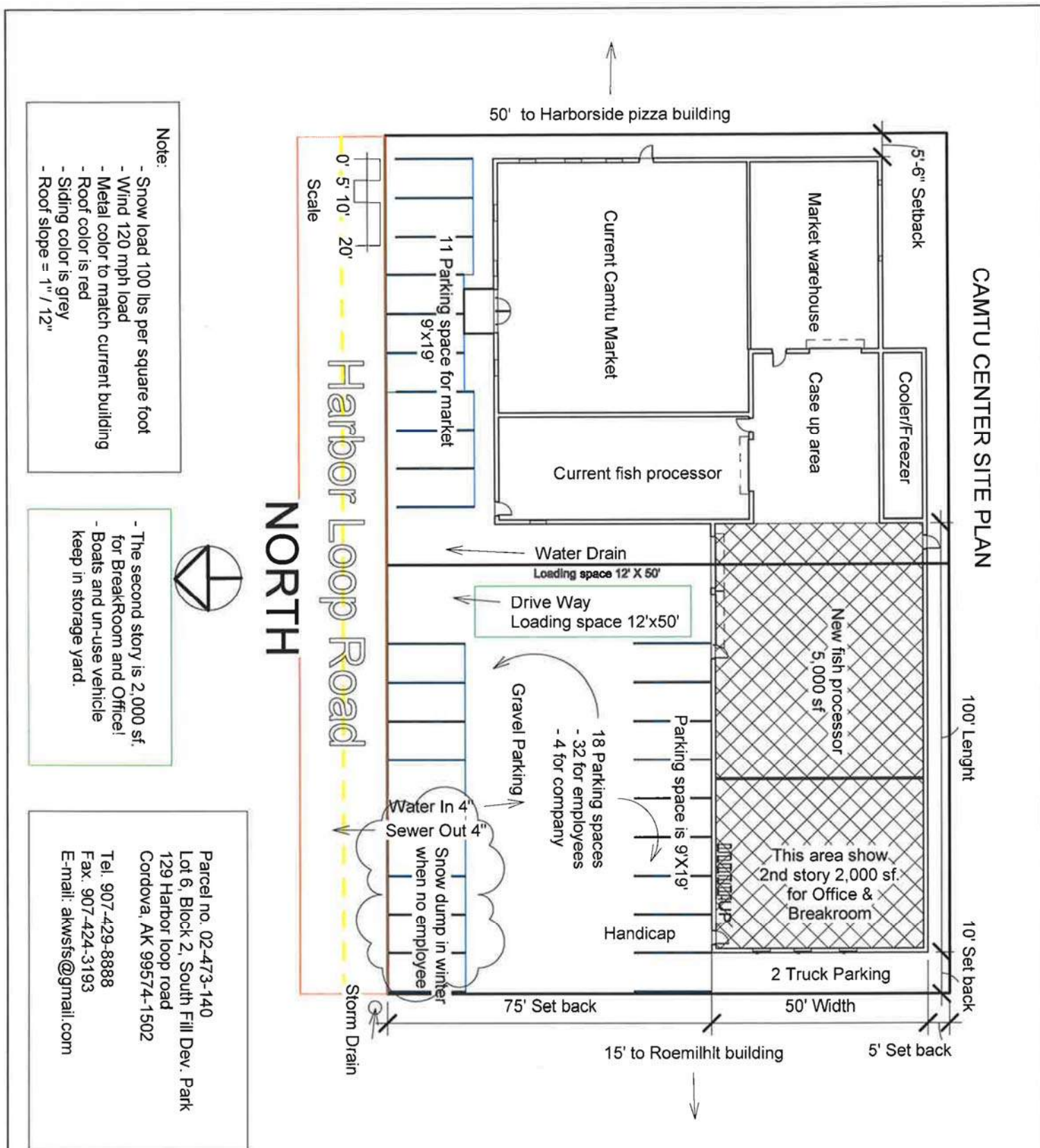
**Lot and Yard Regulations:** Cornices, canopies, eaves or other similar architectural features not

**Seismic Zone:** D

**State-Owned Roads in Cordova**

Lake Avenue  
Power Creek Road  
Copper River Highway/New England Cannery Road  
Whitshed Road





www.alaskawildseafood.com

**CAMTU -  
AKWSFS, LLC  
New Processor**

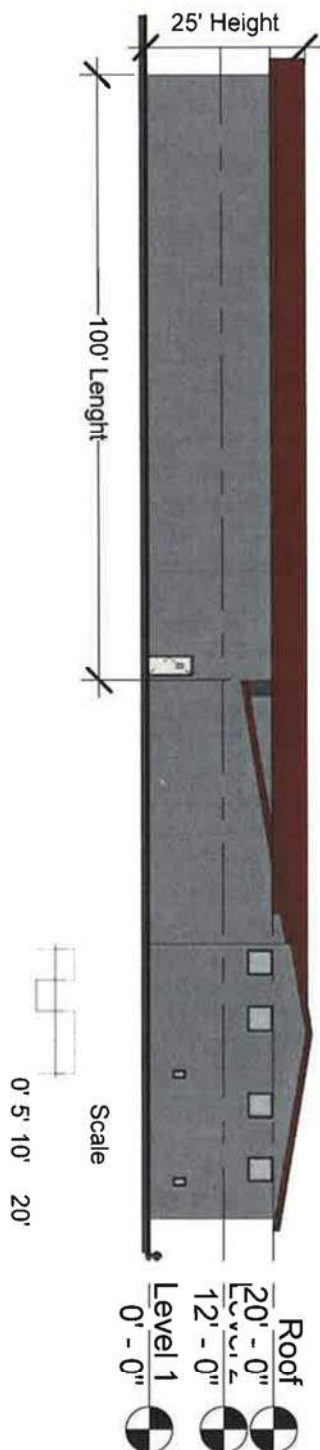
### Site Plan View

Project number	2000.03	<b>A100</b>
Date	March 02, 2018	
Drawn by	TV	Scale: 20'
Checked by	Checker	

VIEW FROM HARBOR LOOP ROAD - SOUTH



VIEW FROM SLOUGH - NORTH



Note:

- Snow load 100 lbs per square foot
- Wind 120 mph load
- Metal color to match current building
- Roof color is red
- Siding color is grey
- Roof slope = 1" / 12"

Parcel no. 02-473-140  
Lot 6, Block 2, South Fill Dev. Park  
129 Harbor loop road  
Cordova, AK 99574-1502  
Tel. 907-429-8888  
Fax. 907-424-3193  
E-mail: akwsfs@gmail.com



www.alaskawildseafood.com

CAMTU -  
AKWSFS, LLC  
New Processor

North - South View

Project number	2000.03
Date	March 02, 2018
Drawn by	TV
Checked by	Checker

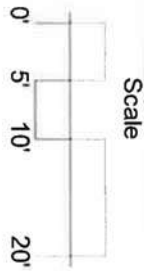
A101

Scale: 20'

VIEW FROM ROEMHILDT - EAST



VIEW FROM HARBOR SIDE PIZZA - UNCHANGED - WEST



Note:

- Snow load 100 lbs per square foot
- Wind 120 mph load
- Metal color to match current building
- Roof color is red
- Siding color is grey
- Roof slope = 1" / 12"

Parcel no. 02-473-140  
Lot 6, Block 2, South Fill Dev. Park  
129 Harbor loop road  
Cordova, AK 99574-1502

Tel. 907-429-8888  
Fax: 907-424-3193  
E-mail: akwsfs@gmail.com



www.alaskawildseafood.com

CAMTU -  
AKWSFS, LLC  
New Processor

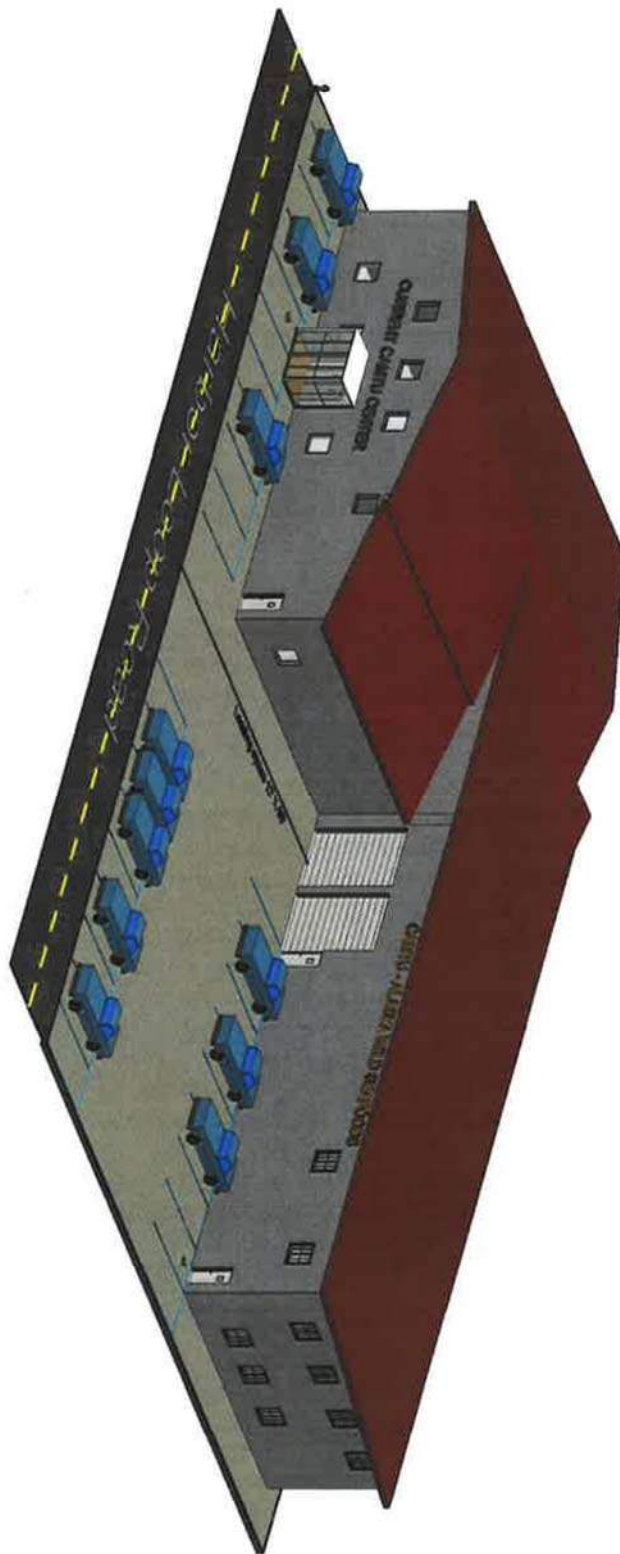
East-West View

Project number	2000.03
Date	March 02, 2018
Drawn by	TV
Checked by	Checker

A102

Scale: 20'





www.alaskawildseafood.com

**CAMTU -  
AKWSFS, LLC  
New Processor**

**Sky View**

Project number	2000.03
Date	March 02, 2018
Drawn by	TV
Checked by	Checker

**A103**

Scale: 20'

2/6/2018 10:42:59 AM



## Leif Stavig

---

**From:** AK Wild Seafoods <akwsfs@gmail.com>  
**Sent:** Tuesday, March 06, 2018 4:32 PM  
**To:** Leif Stavig  
**Subject:** RE: Site Plan Review

Hi Leif

We will storage yard in somewhere else not in this two lot  
Thank you very much for helping us!

Camtu

---

**From:** Leif Stavig [mailto:planning2@cityofcordova.net]  
**Sent:** Tuesday, March 06, 2018 4:15 PM  
**To:** CamTu Ho & Tai Vu (akwsfs@gmail.com)  
**Subject:** Site Plan Review

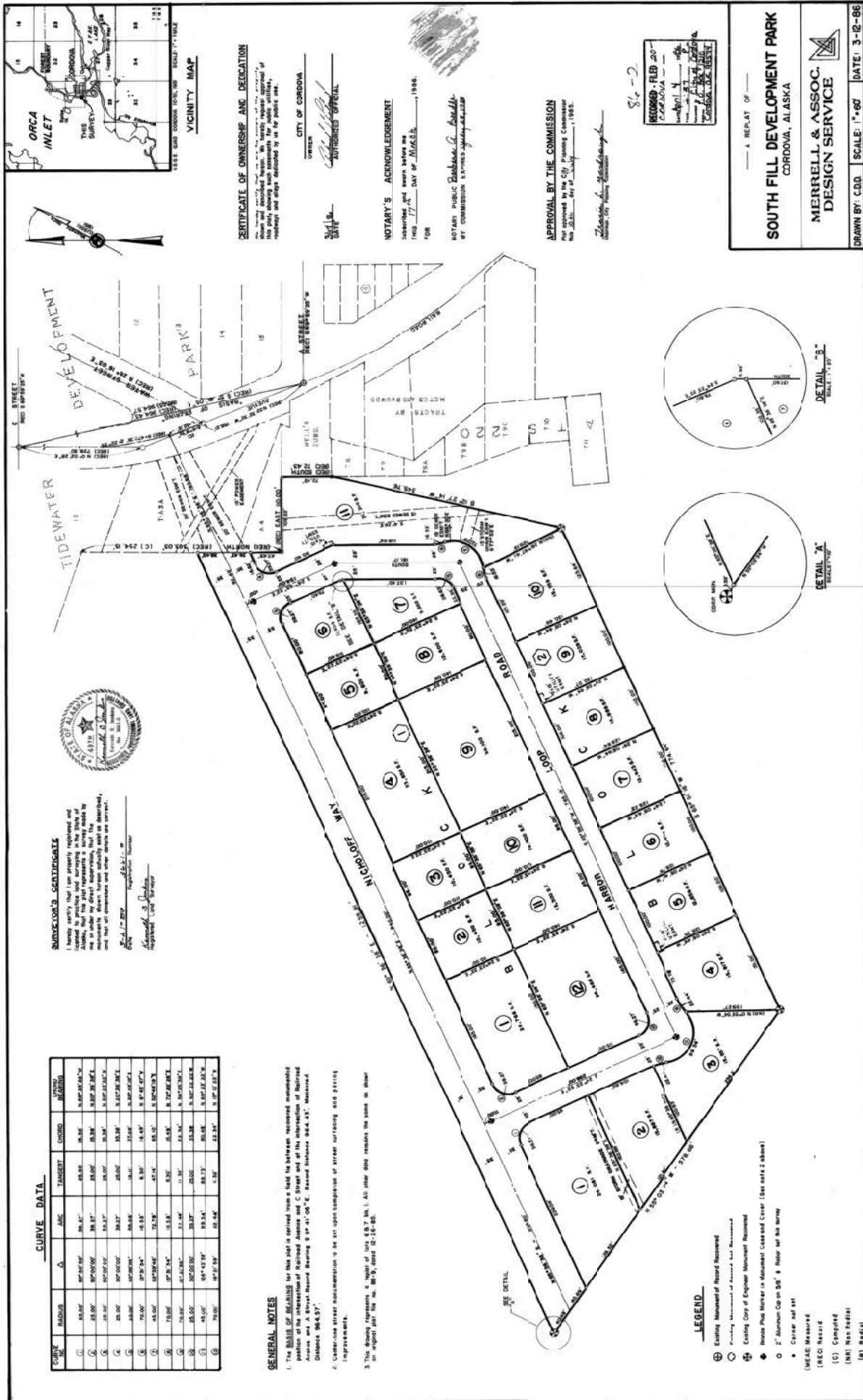
Camtu and Thai,

We just have one more question for your application. The Site Plan View says that “Boats and un-used vehicle keep in storage yard.” Where is the storage yard? Is it somewhere else and not on these two lots?

Thank you,

**Leif Stavig**  
Assistant Planner  
City of Cordova  
PO Box 1210  
Cordova, AK 99574  
907-424-6220  
[planning2@cityofcordova.net](mailto:planning2@cityofcordova.net)

MARCH 13, 2018





## **AGENDA ITEM # 9c**

### **Planning Commission Meeting Date: 3/13/18**

#### **PLANNING COMMISSION COMMUNICATION FORM**

---

**FROM:** Planning Staff

**DATE:** 3/7/18

**ITEM:** Disposal of Tracts 7, 8, and 9B, Group C, ASLS 73-35

**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: Stephen and Laramy Schmid  
Legal Description: Tracts 7, 8, and 9B, Group C, ASLS 73-35  
Area: Tract 7: 17,336 sq. ft.; Tract 8: 22,869 sq. ft.; Tract 9B: 16,291 sq. ft.  
Zoning: Unrestricted, Avalanche  
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 Tracts 7, 8, and 9B, Group C, ASLS 73-35 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 Stephen and Laramy Schmid 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 additional sales tax and additional property taxes.

### **IV. BACKGROUND INFORMATION:**

3/6/18 – A letter of interest was received from Stephen and Laramy Schmid. See attached.

This lot is currently ‘Available’ on the Land Disposal Maps.

#### **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:**

The lots requested were part of the FEMA buyout that occurred after the avalanche. FEMA deeded the lots to the city with strict deed restrictions. These lots are in the red zone of the City Code 18.35 Avalanche District. The potential buyer is aware of the deed restriction and code requirements. There will be full disclosure and explanation of the restrictions prior to and incorporated into lease or sale agreement for the property.

### **VI. CONFLICTS OR ENVIRONMENTAL ISSUES:**

N/A

### **VII. SUMMARY AND ALTERNATIVES:**

The commission can choose to recommend the city retain the property.

ATTACHMENT A



**Letter of interest for ASLC 73-35 group tracts 7,8 and 9b**

Attention city planners

**Samantha Greenwood &**

**Leif Stavig**

Please consider this document a letter of interest in regard to proposed acquisition through purchase of ASLC 73-35 group c tracts 7,8 and 9c by Laramy and Stephen Schmid.

We would like to utilize these tract for what would become a seasonal small tiny home village, during the permissible non-avalanche season.

Our intention would be to develop 5 or more tiny home or glamping sites including the 2-functional tiny-homes already in Cordova owned by us.

They would be marketed by us as both nightly and or seasonal rentals.

This all seems possible under the deed restrictions. The first summer we would want to get the underground utilities installed.

Although the lots have little if any financial benefit to the city as they are now our proposed development would keep and maintain the natural aesthetic beauty and help create some affordable seasonal housing.

We see benefit to the city with the taxable revenues that would be generated both in the bed tax as well as with the increased property value once there is a net operating income generated from the property. Also, the generated service fees.

Many municipalities are now considering these kinds of proposals to help with their housing needs.

Thanks in advance to the planners and commission for your consideration.

Stephen and Laramy Schmid

Po box 383 Cordova Alaska 99574

Winter Residence: 204 Shingle mill road Sandpoint Idaho 83864







## **AGENDA ITEM # 9d**

### **Planning Commission Meeting Date: 3/13/18**

#### **PLANNING COMMISSION COMMUNICATION FORM**

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**FROM:** Planning Staff

**DATE:** 3/7/18

**ITEM:** Disposal of Lot 4A, Block 5, North Fill Development Park

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

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☐ INFORMATION  
☒ MOTION  
☐ RESOLUTION

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#### **I. REQUEST OR ISSUE:**

Requested Actions: Recommendation to City Council on Disposal and Disposal Method  
Applicant: Nerka Enterprises  
Legal Description: Lot 4A, Block 5, North Fill Development Park  
Area: 8,267 square feet  
Zoning: Waterfront Industrial District  
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 4A, 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 Nerka Enterprises 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 additional sales tax and additional property taxes.

### **IV. BACKGROUND INFORMATION:**

**2/28/18** – A letter of interest was received from Nerka Enterprises. See attached.

This lot is currently ‘Available’ on the Land Disposal Maps.

#### **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;*
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- 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 Police Department as an impound lot.

### **VII. SUMMARY AND ALTERNATIVES:**

The commission can choose to recommend the city retain the property.

ATTACHMENT A



NERKA ENTERPRISES  
BOX 865  
CORDOVA, ALASKA  
77574  
2/28/18

CITY OF CORDOVA  
BOX 1210  
CORDOVA AK. 99574

Planning Department  
Attn: Sam Greenwood

Sam,  
I would like to purchase Lot 4A, Block 5 NFD, which is just South of my existing property. It is my intention to re-plat this 8,267 sq. ft. lot and combine it with my existing 8,117 sq. ft lot. The primary purpose of the venture is to eliminate my sub-standard lot by combining it with lot 4 A.

I am proposing to purchase the lot at fair market value. As for the question of utilization, I would like to provide a service of Unsheltered Boat Storage

It this is at all possible, please contact me @907-253-3332.

Sincerely,

  
Greg & Eva LoForte

Cc; City Manager



# 2018 MARCH

## PLANNING COMMISSION REGULAR MEETING MARCH 13, 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	01	02	03
04	05	06 Election Day	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	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 City Closed - Seward's Day	27 6:00 PM - Parks and Recreation Commission Regular Meeting (Cordova Center Rooms A & B)	28	29	30	31
01	02	03	04	05	06	07



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