

**PLANNING COMMISSION REGULAR MEETING
MAY 7, 2019 AT 6:30 PM
CORDOVA CENTER COMMUNITY ROOMS A & B**

Chair

Tom McGann

Commissioners

Scott Pegau

John Baenen

Allen Roemhildt

Nancy Bird

Chris Bolin

Trae Lohse

City Planner

Leif Stavig

AGENDA

1. CALL TO ORDER

2. ROLL CALL

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

3. APPROVAL OF AGENDA

4. APPROVAL OF CONSENT CALENDAR

- a. Minutes of March 12, 2019 Public HearingPage 2
- b. Minutes of March 12, 2019 Regular MeetingPage 3
- c. Minutes of March 20, 2019 Special MeetingPage 5

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 8

9. NEW/MISCELLANEOUS BUSINESS

- a. Resolution 19-05 - Support for Tier 1 Harbor Grant.....Page 9
A resolution of the Planning Commission of the City of Cordova, Alaska, supporting the Harbor Facility Tier 1 Grant Application to the Alaska Department of Transportation to rebuild the South Harbor

10. PENDING CALENDAR

- a. May 2019 CalendarPage 12
- b. June 2019 CalendarPage 13

11. AUDIENCE PARTICIPATION

12. COMMISSION COMMENTS

13. ADJOURNMENT

PLANNING COMMISSION PUBLIC HEARING
MARCH 12, 2019 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 March 12, 2019 in Cordova Center Community Rooms A & B.

2. ROLL CALL

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

Also present was City Planner **Leif Stavig**.

One person was in the audience.

3. PUBLIC HEARING

a. **Conditional Use Permit for Commercial Outside Storage on Lot 3, Block 2, South Fill Development Park**

David Roemhildt, Mile 6 Copper River Highway, thanked them for considering his request. The request will generate revenue and sales tax, and doesn't preclude a future, higher use of the property.

M/Pegau 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/Pegau S/Baenen to adjourn the Public Hearing at 6:45 PM.
With no objection, the meeting was adjourned.

Approved:

Tom McGann, Chair

Leif Stavig, City Planner

PLANNING COMMISSION REGULAR MEETING
MARCH 12, 2019 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 March 12, 2019 in Cordova Center Community Rooms A & B.

2. ROLL CALL

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

Also present was City Planner **Leif Stavig**.

One person was in the audience.

3. APPROVAL OF AGENDA

M/Pegau S/Bolin to approve the agenda.

Upon voice vote, motion passed 6-0.

Yea: McGann, Pegau, Baenen, Roemhildt, Bolin, Lohse

Absent: Bird

4. APPROVAL OF CONSENT CALENDAR

a. Minutes of January 8, 2019 Regular Meeting

b. Record unexcused absence for Scott Pegau and excused absence for Trae Lohse from the January 8, 2019 Regular Meeting

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

Upon voice vote, motion passed 6-0.

Yea: McGann, Pegau, Baenen, Roemhildt, Bolin, Lohse

Absent: Bird

5. DISCLOSURES OF CONFLICTS OF INTEREST

Roemhildt said that he had a conflict of interest on item 9a. The commission concurred.

6. CORRESPONDENCE

7. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

a. Guest Speakers

b. Audience comments regarding agenda items

David Roemhildt, Mile 6 Copper River Highway, said that his conditional use request was for renting storage space and selling containers. He said that he hoped it would provide revenue and sales tax to the city, while not prohibiting a higher use of the property.

8. PLANNER'S REPORT

Stavig said that the CoHo proposals came in and there was one proposal that might warrant a Special Meeting. *Bolin* said that he learned a lot at the state Planning Commissioner's Training. He heard a lot about planning issues in other communities in Alaska. *Stavig* said that he and *Greenwood* also went to the conference. He said that if they wanted to get more people educated on planning issues, the commissioner's training is a great opportunity. He said that *Greenwood* is looking at a new matching grant opportunity for Second Street from Council Avenue to the Highway. *Stavig* said that City Council approved the Lease with Option to Purchase for *Tania Harrison* with the Power Creek Lot. *Stavig* said that with the Comprehensive Plan, Iceworm was a huge success. Over the next couple of months the actual plan will be put together.

McGann thanked *Greenwood* for her continued work on Title 16 Building Codes.

Bird joined the meeting during the Planner's Report.

9. NEW/MISCELLANEOUS BUSINESS

a. Conditional Use Permit for Commercial Outside Storage on Lot 3, Block 2, South Fill Development Park

M/Bird S/Bolin to approve the conditional use permit request by David Roemhildt for commercial outside storage on Lot 3, Block 2, South Fill Development Park as described in the application and to adopt and incorporate the findings and special conditions contained in the staff report.

Pegau said that he was wondering whether or not it is considered outside storage. He said that storage was a critical need and having storage on the lot meets the purpose of the South Fill. *Baenen* said that he thought all of the standards have been met. *Pegau* said that he thought the third standard might not be met, because he thought that the request was actually for inside storage versus outside storage. He did think that it was compatible with the purpose of the zone district.

Bird wondered whether the containers would be stacked. *Stavig* said that the request is for use of the property where vans are moved around, and during times of low use, they may be stacked on top of each other or close to one another. It's a fluid use of the lot, as opposed to fixed container locations. *D. Roemhildt* said that his proposal was similar to what occurs in Bristol Bay. He wants there to be flexibility so they can clear snow and move containers where they make the most sense. *D. Roemhildt* said that if they did stack the containers, they would secure them the same way they are secured on the barge.

McGann wanted more information about the access to stacked containers; he was concerned about people using ladders and improperly unloading gear from a stacked container. *Pegau* said he was concerned about the wind on the lot and considered whether they should require lashing stacked containers. *Pegau* said he was thinking about granting the conditional use for a longer period of time. *Bird* said she was okay with the three years. *Lohse* and *McGann* agreed.

Stavig said that the Site Plan Review would be different than typical ones, since they containers are temporary and would be moving around. *McGann* asked *D. Roemhildt* to get rid of the last storage container and to keep the steel framing off the city lot adjacent to the property. There commission concurred that all of the conditional use standards had been met.

Upon voice vote, motion passed 6-0.

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

COI: *Roemhildt*

b. Chair Election

McGann opened nominations for the office of chair of the Planning Commission. *Baenen* nominated *McGann*.

Upon voice vote, McGann was elected chair 7-0.

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

c. Vice Chair Election

McGann opened nominations for the office of vice chair of the Planning Commission. *Baenen* nominated *Pegau*.

Upon voice vote, Pegau was elected vice chair 7-0.

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

10. PENDING CALENDAR

Stavig said if they were available for a Special Meeting for the review of the CoHo proposal, he would schedule one. *Baenen* said he had a conflict of interest on the item. *Bolin* said he would be gone the end of April.

11. AUDIENCE PARTICIPATION

12. COMMISSION COMMENTS

McGann said he was glad the election turned out the way it did and hopefully they can get some work done on the harbor.

13. ADJOURNMENT

M/Pegau S/Bolin to adjourn the Regular Meeting at 7:25 PM.

With no objection, the meeting was adjourned.

Approved:

Tom McGann, Chair

Leif Stavig, City Planner

DRAFT

PLANNING COMMISSION SPECIAL MEETING
MARCH 20, 2019 AT 12:00 PM
CORDOVA CENTER COMMUNITY ROOMS A & B
MINUTES

1. CALL TO ORDER

Chair **Tom McGann** called the Planning Commission Special Meeting to order at 12:00 PM on March 20, 2019 in the 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,** and **Trae Lohse. John Baenen** and **Chris Bolin** were absent.

Also present was City Planner **Leif Stavig**.

Three people were in the audience.

3. APPROVAL OF AGENDA

M/Pegau S/Bird to approve the agenda.

Upon voice vote, motion passed 5-0.

Yea: McGann, Pegau, Roemhildt, Bird, Lohse

Absent: Baenen, Bolin

4. DISCLOSURES OF CONFLICTS OF INTEREST

5. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

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

6. NEW/MISCELLANEOUS BUSINESS

- a. Proposal for Lots 3 & 4, Block 6, Original Townsite (COHO Building and Lots)

M/Roemhildt S/Bird to recommend City Council approve the proposal from Cordova Telecom Cooperative for Lots 3 & 4, Block 6, Original Townsite.

Roemhildt said he thought the proposal was put together well. **Bird** agreed. She verified that the narrative about poor parking was at CEC. **Lohse** liked how well-written and easy to understand the proposal was. **Pegau** said he was happy that the building wasn't going in the burn pile. He said it was useful to see what CTC thought the real cost to develop the lot would be.

Lohse said he was curious how the apartments in the building fit in with city planning. **Stavig** said that as far as the zoning went, residential uses are allowed. CTC will have to have a plan review through the State Fire Marshall and that will be a part of it. The Central Business District does not have parking requirements. **McGann** said that he was encouraged by some of the things that have come up at the Comprehensive Plan meetings that the proposal addresses.

McGann said each commissioner would submit their criteria to **Stavig** to keep as a part of the record, but they should each share their general thoughts related to the criteria. **Bird** said she liked the effort into meshing the building with the current architecture. She said she would have liked to see a higher purchase price, but

with the cost of developing the lot, she understood why it wasn't higher. **Lohse** agreed and said the proposal scored high in all the categories. **Roemhildt** said that he liked the apartments and the business component. He said that if there were other proposals with higher purchase prices, then it would have scored relative to the others. **Stavig** said, in regard to the purchase price, the city could only be reimbursed for the delinquent property tax and costs to maintain the building. **Pegau** said he really liked the aesthetics, but it was just a relocation of an existing business. **McGann** said he was really encouraged with the intent to partner with Cordova Electric. **Bird** said she thought there was the potential to add new business with the incubation area.

Upon voice vote, motion passed 5-0.

Yea: **McGann, Pegau, Roemhildt, Bird, Lohse**

Absent: **Baenen, Bolin**

b. Resolution 19-04 – 2019 Land Disposal Maps

A resolution of the Planning Commission of the City of Cordova, Alaska, supporting the Alaska Department of Transportation and Public Facilities Community Transportation Program Project grant application for Second Street Infrastructure Upgrades

Greenwood delivered a Power Point presentation which went over the details of the grant.

M/**Bird** S/**Roemhildt** to approve Resolution 19-04.

Roemhildt said he recommends the city contribute 25 percent towards the match. **Greenwood** said that the commission could attend the meeting and recommend the match since it is a priority on their capital improvements list. **Greenwood** said that without grants there wouldn't be enough money without bonding. She said that this is the first time this grant opportunity has come up since 2012.

Upon voice vote, resolution passed 5-0.

Yea: **McGann, Pegau, Roemhildt, Bird, Lohse**

Absent: **Baenen, Bolin**

7. AUDIENCE PARTICIPATION

8. COMMISSION COMMENTS

9. ADJOURNMENT

M/**Lohse** S/**Roemhildt** to adjourn the Regular Meeting at 12:35 PM.

With no objection, the meeting was adjourned.

Approved:

Tom McGann, Chair

Leif Stavig, City Planner

Planner's Report

To: Planning Commission
From: Planning Staff
Date: 5/1/19
Re: Recent Activities and Updates

- Lots of public questions about zoning, ownership, land disposal, and other planning related issues. Typically this slows down once fishing is underway.
- Power Creek Residential Lot Lease with Option to Purchase finished and active.
- CTC CoHo Ordinance approving the sale is tentatively scheduled for 5/15 City Council meeting for first reading.
- Coordinating with State DOT on both Whitshed Road pedestrian improvements project and Hippy Cove culvert replacement projects.
- Assisting with HarborTier 1 grant application as needed.
- Assembling final budget package for 2019 city budget.
- Comprehensive Plan Committee meeting held on 4/26 to go over draft of plan. Comprehensive Plan Work Session with commission and City Council held on 5/1. The draft for public review will be released at the end of May or early June.
- Attended one-day training on legal descriptions.
- Sam is working on the Title 16 changes with the attorney.
- Planner served as Acting Public Works Director while PW Director was out of town.
- Working with auditors on lease agreements at information about city-owned land.
- Six building permits issued in March. Two in April.



AGENDA ITEM # 9a
Planning Commission Meeting Date: 5/7/19

PLANNING COMMISSION COMMUNICATION FORM

FROM: Public Works
DATE: 5/1/19
ITEM: Resolution 19-05 - Support for Tier 1 Harbor Grant
NEXT STEP: Vote on Resolution

INFORMATION
 MOTION
 RESOLUTION

I. REQUEST OR ISSUE:

The City of Cordova is applying for the Harbor Facility Tier 1 grant through the State of Alaska Department of transportation. The ten-million-dollar Tier 1 grant will replace floats G, H, I, J, and the airplane float. The rebuild will also include new electrical, fire suppression, water services, and gangways.

II. RECOMMENDED ACTION / NEXT STEP:

“I move to approve Resolution 19-05”

III. FISCAL IMPACTS:

This grant requires a 50% match. At the last election, the voters passed a five-million-dollar bond which would provide the match for the grant. The bond payments will be made from revenue generated from the 0.5% fish tax that was also passed at the last election and fee increases for harbor services.

IV. BACKGROUND INFORMATION:

The south harbor rebuild is the number one priority for the Harbor Department and Commission. The rebuild of the south harbor or some portion of it has been on the City Council CIP list for years. Multiple attempts have been made for funding including CAPIS, legislative ear marks, and EDA calls for projects.

V. LEGAL ISSUES:

N/A

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

The project will rebuild the majority of the South Harbor and improve public health and safety.

VII. SUMMARY AND ALTERNATIVES:

The commission could choose to not pass the resolution.

**CITY OF CORDOVA, ALASKA
PLANNING COMMISSION
RESOLUTION 19-05**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CORDOVA,
ALASKA, SUPPORTING THE HARBOR FACILITY TIER 1 GRANT APPLICATION TO THE
ALASKA DEPARTMENT OF TRANSPORTATION TO REBUILD THE SOUTH HARBOR**

WHEREAS, the South Harbor is over 30 years old and has surpassed its intended design life; and

WHEREAS, the South Harbor Condition Assessment report done in 2016 by PND engineers states that the South Harbor float system was found to be in generally poor to serious condition with observed issues requiring immediate repair; and

WHEREAS, the report also noted that electrical, fire suppression, and water supply are not up to code; and

WHEREAS, this project is a priority of the Harbor Department and Harbor Commission, and appears on the City Council Capital Improvement Projects list; and

WHEREAS, the citizens of Cordova passed a bond of five million dollars for the required grant match; and

WHEREAS, the citizens of Cordova passed a .5% fish tax and harbor fees have been increased to repay the five-million-dollar bond; and

WHEREAS, the project supports the City's Comprehensive Plan's economic strategy: "Enhance the harbor and port facilities by: Maintaining the small boat harbor;" and

WHEREAS, City of Cordova's Planning Commission supports and encourages projects that enhance economic development and support the local industry in Cordova.

NOW, THEREFORE BE IT RESOLVED THAT the Planning Commission of the City of Cordova, Alaska hereby supports the Harbor Facility Tier 1 grant application to the Alaska Department of Transportation to rebuild the South Harbor

PASSED AND APPROVED THIS 7TH DAY OF MAY, 2019

Tom McGann, Chair

ATTEST:

Leif Stavig, City Planner

2019 MAY

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

2019 JUNE

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