

**PLANNING COMMISSION REGULAR MEETING  
MAY 8, 2018 AT 6:30 PM  
CORDOVA CENTER COMMUNITY ROOMS A & B  
MINUTES**

**1. CALL TO ORDER**

Chair *Tom McGann* called the Planning Commission Regular Meeting to order at 6:30 PM on May 8, 2018 in Cordova Center Community Rooms A & B.

**2. ROLL CALL**

Present for roll call were Chair *Tom McGann* and Commissioners, *Allen Roemhildt*, *Nancy Bird*, *Chris Bolin*, and *Lee Holter*. *Scott Pegau* and *John Baenen* 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/Bird S/Holter to approve the agenda.

Upon voice vote, motion passed 5-0.

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

Absent: *Pegau, Baenen*

**4. APPROVAL OF CONSENT CALENDAR**

- a. Minutes of February 28, 2018 Public Hearing
- b. Minutes of February 28, 2018 Regular Meeting
- c. Minutes of March 13, 2018 Public Hearing
- d. Minutes of March 13, 2018 Regular Meeting
- e. Record excused absences for Allen Roemhildt and Lee Holter from the March 13, 2018 Regular Meeting

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

*Stavig* said that he had the wrong date in the footer of the March Regular Meeting that he was going to correct.

Upon voice vote, motion passed 5-0.

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

Absent: *Pegau, Baenen*

**5. DISCLOSURES OF CONFLICTS OF INTEREST**

**6. CORRESPONDENCE**

- a. State of Alaska DOT Public Notice
- b. US Army Corps of Engineers Special Public Notice
- c. US Army Corps of Engineers Special Public Notice

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

- a. Guest Speakers

**b. Audience comments regarding agenda items**

*Jacob Ranney* said that they were there for a Communications Merit Badge. They had to attend a public meeting to practice active listening skills and take notes.

**8. PLANNER'S REPORT**

*Greenwood* said that the ordinance for the Science Center's purchase of property is effective. The ordinance for *Rob Brown's* property is at the next week's City Council meeting. The Request for Proposals for the Comprehensive Plan is out. *Greenwood* said that she had a couple of emails concerning short term rental regulations. She said they were writing an RFP for an engineer to complete a BUILD grant application for the South Harbor rebuild. *McGann* verified that the Avalanche lots were leasable only. *Greenwood* said that there was going to be a small land swap for the DOT Hippy Cove culvert replacement project. She said that the food truck on the Breakwater Fill Lot was approved by City Council.

**9. NEW/MISCELLANEOUS BUSINESS**

**a. Resolution 18-02 – Recommendation for Wolf Hill**

**A resolution of the Planning Commission of the City of Cordova, Alaska, supporting the AARP grant application for pedestrian improvements on the Wolf Hill Right of Way**

M/Bird S/Holter to approve Resolution 18-02.

*Bird* said it sounded like a great project. She said she was familiar with the area and it would be great to have stairs. *McGann* said it looked like a good project. He verified that there was no match required. *Greenwood* said that they were waiting for bids from contractors.

Upon voice vote, resolution passed 5-0.

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

Absent: *Pegau, Baenen*

**b. Resolution 18-03 – Make Impound Lot Not Available**

**A resolution of the Planning Commission of the City of Cordova, Alaska, recommending to the City Council of the City of Cordova, Alaska that Lot 4A, Block 5, North Fill Development Park be updated to 'Not Available' on the 2018 Land Disposal Maps**

M/Roemhildt S/Bolin to approve Resolution 18-03.

*Roemhildt* said that because the amount of city property is minimal on the North Fill, it is probably a good idea to make the lot 'Not Available.' He knows that it could change in the future, but he thinks it is a good idea for now. *Bolin* said he would like to see the impound lot somewhere else, but there are not a lot of options.

*Bird* said that she doesn't understand why some of the options are so difficult. *Greenwood* said that the further it is from town, the more time consuming it is for city staff. The baler does not have a lot of space and the ground is porous, so pollutants could drain into the nearby stream. *Stavig* said that the baler area is not owned by the city and is leased from the state. *Greenwood* explained that the vehicles are drained at the city shop before they are brought to the landfill.

*McGann* said he thinks they are kicking the can down the road. The commission has had consensus that the lot is not the best location for the impound lot. By keeping it 'Available' there is the potential for letters of interest. When they get a letter they can weigh the cost of moving the impound lot versus the benefit of the new development. *McGann* said he felt the commission has always been consistent with the land disposal process.

**Roemhildt** said he thought it would be better to have a plan for the area before having the lot ‘Available.’ **Bolin** said that there could be a better place, but it would take time and money. **Bird** said she dislikes the idea of having the lot as ‘Available’ if it really isn’t. She is leaning towards making it ‘Not Available’ since someone could submit a letter asking for the lot to be made ‘Available.’ She thinks they should promote to City Council the idea of moving the impound lot. **Holter** said that the city was strapped for land, so he supported the resolution.

Upon voice vote, resolution passed 4-1.

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

Nay: **McGann**

Absent: **Pegau, Baenen**

**c. Local Hazard Mitigation Plan Review and Recommendation to City Council**

M/**Bird** S/**Holter** to recommend City Council adopt the 2018 City of Cordova Local Hazard Mitigation Plan update by resolution.

**Bird** said that she read parts of the plan; it is pretty dense. She said the commission was supposed to review the plan annually. She said that some of the dates of the buildings seem to be incorrect. **McGann** said that it looked like staff and **Joanie Behrends** spent a lot of time on it.

Upon voice vote, motion passed 5-0.

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

Absent: **Pegau, Baenen**

**d. Resolution 18-04 – Trailers to CUP**

**A resolution of the Planning Commission of the City of Cordova, Alaska, recommending to the City Council of the City of Cordova, Alaska to amend and move Cordova Municipal Code Chapter 16.90 Trailers and Trailer Camps into Chapter 18.60 Conditional Use Permits in order to update and clarify the code for trailers and trailer camps**

M/**Roemhildt** S/**Bird** to approve Resolution 18-04.

**Greenwood** said they were trying to complete the rewrite of Title 16. There is one section staff will bring to the commission at a later time. **Holter** said it looked thorough, clearer, and more enforceable. **Bird** verified that the code was being deleted from Title 16, and added to Title 18 under Conditional Use Permits. **Stavig** said it was confusing because the Conditional Use Permit code edits the commission made last year still haven’t been approved by council yet. Staff intend to add these additions into the ordinance for Conditional Use Permits.

**Greenwood** said that there were several site plan specifications for trailer camps that she thought might be best to have some discretion for, especially for trailer camps of varying sizes. The commission could add more specifications to have more discretion if they want to. **McGann** said that he would like to see the code replace “park” with “camp” in several different areas. **Roemhildt** verified if the city would have to comply with the code, but that Odiak Camper Park would be grandfathered in.

M/**Bird** S/**Roemhildt** to refer the agenda item back to staff.

**Stavig** verified that there was nothing expected of staff; that the commission just wanted more time to look the code over.

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

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

Absent: **Pegau, Baenen**

## 10. PENDING CALENDAR

**Bolin** said he may be busy with softball throughout the summer. **Bird** said she would be traveling during June's meeting, and she could call in, but it would be late in her time zone.

## 11. AUDIENCE PARTICIPATION

**Rich Sorenson** asked if the code they discussed applied to a recreational trailer at his house. **Greenwood** said that if someone is storing a trailer at their house it is legal. Someone could also come and stay in the trailer for less than 30 days. The idea is that the city doesn't want to see people living in a trailer outside of a trailer camp.

**Sorenson** asked if the alternate impound lot locations were zoned properly, such as the location next to Eagle Contracting. **Greenwood** said that it was, because it was zoned Business. **Sorenson** asked if it would affect nearby property values. **McGann** said that nearby properties were similar in use and the idea would be to have it fenced. **Greenwood** said the question of property value is for assessors and potential buyers of property.

**Wendy Ranney**, 2500 Orca Road, asked what happened to the code changes. **Greenwood** explained that the Conditional Use Permit ordinance including marijuana was on hold until after the city election concerning marijuana. The code that the commission reviewed tonight only included the trailer camp section under Conditional Use Permits, and it would come back at the commission's next Regular Meeting. **Ranney** verified that the two vehicles parked in front of the Police Station were there for security, because the existing impound lot isn't secure.

## 12. COMMISSION COMMENTS

**Roemhildt** thanked the audience for coming.

**Holter** thanked the audience and said he used to be a Scout leader. Through Scouts his son already knew survival skills when he got to the Marines. He thanked the staff for their work and submitted a letter of resignation. He was going to a larger health organization in North Dakota.

**Bird** thanked **Holter** and staff. Speaking to the Scouts, she said she hopes the commission provided enough interchange of varying views; they will have to come back for an item with a closer vote.

## 13. ADJOURNMENT

M/Holter S/Bird to adjourn the Regular Meeting at 7:20 PM.  
With no objection, the meeting was adjourned.

Approved:  
  
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Tom McGann, Chair

  
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Leif Stavig, Assistant Planner