

Chair

Tom McGann

Commissioners

Scott Pegau

John Baenen

Allen Roemhildt

Mark Frohnapfel

Heath Kocan

Nancy Bird

City Planner

Samantha Greenwood

Assistant Planner

Leif Stavig

**PLANNING COMMISSION REGULAR MEETING
JUNE 13, 2017 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, Mark Frohnapfel, Heath Kocan, and Nancy Bird

3. APPROVAL OF AGENDA (voice vote)**4. APPROVAL OF CONSENT CALENDAR (voice vote)**

- a. Minutes of April 11, 2017 Regular Meeting **Page 2**
- b. Minutes of May 9, 2017 Public Hearing **Page 5**
- c. Minutes of May 16, 2017 Work Session **Page 6**
- d. Minutes of May 16, 2017 Public Hearing **Page 7**
- e. Minutes of May 16, 2017 Special Meeting **Page 8**
- f. Record excused absence for Heath Kocan from the April 11, 2017 Regular Meeting

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

- a. Letter from Becky Chapek **Page 12**

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 14****9. NEW/MISCELLANEOUS BUSINESS**

- a. Final Plat Approval for Subdivision of Lots 1-4, Block 42, Plat 11-1 **Page 15**

10. PENDING CALENDAR

- a. June 2017 Calendar **Page 21**
- b. July 2017 Calendar **Page 22**

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

PLANNING COMMISSION REGULAR MEETING
APRIL 11, 2017 AT 6:30 PM
CORDOVA CENTER COMMUNITY ROOMS A & B
MINUTES

1. CALL TO ORDER

Chair **Tom McGann** called the Planning Commission Regular Meeting to order at 6:30 PM on April 11, 2017 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, Mark Frohnapfel**, and **Nancy Bird**. **Heath Kocan** was absent.

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

1 person was in the audience.

3. APPROVAL OF AGENDA

M/Pegau S/Bird to approve the agenda.

Upon voice vote, motion passed 6-0.

Yea: McGann, Pegau, Baenen, Roemhildt, Frohnapfel, Bird

Absent: Kocan

4. APPROVAL OF CONSENT CALENDAR

a. Minutes of March 28, 2017 Public Hearing

b. Minutes of March 28, 2017 Regular Meeting

c. Record excused absence for **Heath Kocan** from the March 28, 2017 Regular Meeting

d. Record unexcused absence for **Allen Roemhildt** from the March 28, 2017 Regular Meeting

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

Bird made a correction to the minutes of the April 11th Regular Meeting to clarify a statement that **Pegau** said regarding the commission's criteria. There was no objection to the correction.

Bird said that there was an incorrect statement made at the last meeting and she wondered about putting a notation in so that people reading the minutes would know. No change was made to the minutes.

Upon voice vote, motion passed 6-0.

Yea: McGann, Pegau, Baenen, Roemhildt, Frohnapfel, Bird

Absent: Kocan

5. DISCLOSURES OF CONFLICTS OF INTEREST

6. CORRESPONDENCE

7. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

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

8. PLANNER'S REPORT

Pegau asked if there was a permit for Ocean Beauty's work on their existing building. *Greenwood* said she would check, but she did not think a building permit was required. *Stavig* said they tell everyone doing commercial and industrial work to check with the State Fire Marshal.

Greenwood explained that the Army Corps of Engineers requested information about alternative sites for Shepard Point.

Greenwood said the State Fire Marshal said that any four-plexes will have to go through Fire and Life Safety Review.

9. NEW/MISCELLANEOUS BUSINESS

a. IRC Amendments Discussion

McGann said that he concurs with the Planning Department's comments. He clarified that the existing amendments for the old code would go away and only the concept would become an amendment for the new code. *Greenwood* said that local amendments were made to the 1985 Uniform Building Code (UBC) and she wanted to see if there was a reason to keep them. If they want to keep the concept of an amendment to the UBC, then staff will take the time to find where it is in the 2012 International Residential Code (IRC) and make a new amendment. *Stavig* said that eventually there would be an ordinance repealing the old amendments, so it is important for them to have some sort of public process reviewing the old code.

Pegau said it was important to maintain a definition for alley. *McGann* said the question was if it should be a building code definition. *Stavig* said it appeared the only reason some of the definitions were there was to regulate size, which isn't an ideal way of regulating. *Greenwood* said for the definition of grade, the commission should consider whether they are talking about building or zoning. *McGann* said for the structure, the height of the building comes into play and the IRC has a definition that they don't need to change.

McGann said he thought they should discuss what size structures should be allowed to be constructed on grade and what size buildings don't require a building permit. *McGann* said he could see a tool shed being exempt from a building permit, but not a 20'x20' building. *Frohnappfel* said the use of the building should play a part. *Greenwood* said only one-story detached accessory structures that are less than 200 square feet are exempt from a building permit. The commission concurred with this size building not requiring a permit.

Stavig explained that the frost protection was what required a certain depth for a foundation. Under the IRC, if he was building a 200 square foot shed he would be exempt from a building permit, but would have to have a foundation. *McGann* said he would look into the issue and get back to the commission.

The commission concurred with the remainder of the staff recommendations.

Greenwood said that in moving forward with the code change, they would amend the IRC to delete Part 2, which contains the building permit administration and write their own. **McGann** verified that they would also write a new code chapter for amendments to the IRC. He wants to see a redline of the code change with the amendments based off of the Alaska Housing Finance Corporation's (AHFC) amendments.

Greenwood said that concerning the AHFC, she doesn't understand how one of the amendments does not require fire sprinklers in garages. **McGann** said they would look at it closer. **Pegau** wondered why one of the AHFC amendments would delete the use of naturally durable wood. **McGann** responded that it was Alaska and that the term is not specific enough. **Roemhildt** verified that the administration portion of the code also addresses enforcement.

10. PENDING CALENDAR

11. AUDIENCE PARTICIPATION

12. COMMISSION COMMENTS

Bird said she hoped to call in to the next meeting.

Frohnappfel said he wanted to change street names on a regular basis.

13. ADJOURNMENT

M/Pegau S/Frohnappfel to adjourn the Regular Meeting at 7:37 PM.
With no objection, the meeting was adjourned.

Approved:

Tom McGann, Chair

Leif Stavig, Assistant Planner

PLANNING COMMISSION PUBLIC HEARING
MAY 9, 2017 AT 6:30 PM
CORDOVA CENTER COMMUNITY ROOMS A & B
MINUTES

1. CALL TO ORDER

Vice Chair **Scott Pegau** called the Planning Commission Public Hearing to order at 6:30 PM on May 9, 2017 in Cordova Center Community Rooms A & B.

2. ROLL CALL

Present for roll call were Vice Chair **Scott Pegau** and Commissioners **John Baenen**, **Mark Frohnappfel**, and **Allen Roemhildt**. **Tom McGann**, **Heath Kocan**, and **Nancy Bird** were absent.

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

2 people were in the audience.

3. PUBLIC HEARING

a. Variance Request – **RJ Kopchak**

RJ Kopchak, 122 West Davis Avenue, was hopeful they had the opportunity to see the property. The neighborhood is one of the oldest in town and the subdivision was from 1908 to 1910. The house on the property was built in 1918. The layout of the neighborhood is tight, but they have all worked with it. The front setback request allows him 40-80 additional square feet, which for that structure provides a lot more space. All of the congestion in his neighborhood is caused by personal property being in the right of way. His neighbor whose access easement is through his property is enthusiastic about the covered walkway.

Becky Chapek said that she has a home in the neighborhood. She knows that whatever **Kopchak** decides to build will be awesome, but that the property was the skinniest piece of property there could ever possibly be. It's too bad that it is there. There's no parking in the area. When she lived in the neighborhood a lot of people didn't have vehicles, and now it is very congested. She does not think that all undersized lots need to be improved with a building. Rather than handing out permits, what is better for the neighborhood is a little less population density and compliance with ordinances. The lot should be vacated and added to the other lot, no matter how groovy it is.

With no objection, the commission recessed for five minutes.

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

4. ADJOURNMENT

M/Frohnappfel S/Baenen to adjourn the Public Hearing at 6:45 PM.

With no objection, the hearing was adjourned.

Approved:

Tom McGann, Vice Chair

Leif Stavig, Assistant Planner

PLANNING COMMISSION WORK SESSION
MAY 16, 2017 AT 6:00 PM
CORDOVA CENTER EDUCATION ROOM
MINUTES

1. CALL TO ORDER

Chair **Tom McGann** called the Planning Commission Work Session to order at 6:05 PM on May 16, 2017 in the Cordova Center Education Room.

2. ROLL CALL

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

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

0 people were in the audience.

3. SITE VISIT

a. 120 West Davis Avenue

Greenwood told the commission to write down any questions as they would not be given a guided tour. **Stavig** said that they should not discuss the variance at the site visit, but they could speak about it with staff.

The commission left at 6:07 PM and returned at 6:33 PM.

4. ADJOURNMENT

M/Baenen S/Frohnappfel to adjourn the Work Session at 6:33 PM.
With no objection, the Work Session was adjourned.

Approved:

Tom McGann, Vice Chair

Leif Stavig, Assistant Planner

PLANNING COMMISSION PUBLIC HEARING
MAY 16, 2017 AT 6:30 PM
CORDOVA CENTER EDUCATION ROOM
MINUTES

1. CALL TO ORDER

Chair **Tom McGann** called the Planning Commission Public Hearing to order at 6:41 PM on May 16, 2017 in the Cordova Center Education Room.

2. ROLL CALL

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

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

6 people were in the audience.

3. PUBLIC HEARING

a. Variance Request – **RJ Kopchak**

Cece Wiese, 400 Railroad Row, speaking to agenda item 6c on the Special Meeting agenda, thanked the commission for their time and consideration of their proposal.

RJ Kopchak said that the morale of the city crews was up and their maintenance had been better. He did not think the request for the setbacks would further congest the neighborhood. He passed around photos of personal property he said had not been moved for over a year. Parking is tight, but the neighborhood has all figured out how to park.

4. ADJOURNMENT

M/Bird S/Baenen to adjourn the Public Hearing at 6:46 PM.
With no objection, the hearing was adjourned.

Approved:

Tom McGann, Vice Chair

Leif Stavig, Assistant Planner

PLANNING COMMISSION SPECIAL MEETING
MAY 16, 2017 AT 6:45 PM
CORDOVA CENTER EDUCATION ROOM
MINUTES

1. CALL TO ORDER

Chair **Tom McGann** called the Planning Commission Special Meeting to order at 6:46 PM on May 16, 2017 in the Cordova Center Education Room.

2. ROLL CALL

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

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

6 people were in the audience.

3. APPROVAL OF AGENDA

M/Bird S/Baenen to approve the agenda.

Upon voice vote, motion passed 6-0.

Yea: McGann, Pegau, Baenen, Frohnapfel, Kocan, Bird

Absent: Roemhildt

4. DISCLOSURES OF CONFLICTS OF INTEREST

5. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

a. Guest Speakers

b. Audience comments regarding agenda items

David Roemhildt, Mile 6 Copper River Highway, spoke for Facility Contractors and the installation of the modular housing at Ocean Beauty Seafoods. Time is of the essence as they need more space for housing for the seine season.

Brian O'Leary, Ocean Beauty Seafoods, said that the housing units allow them to have more processors, which brings in more revenue to the city.

6. NEW/MISCELLANEOUS BUSINESS

a. Variance Request – **RJ Kopchak**

M/Bird S/Baenen to grant the variance request by RJ Kopchak with the special conditions contained within the staff report except Special Condition 1.

McGann said there were four conditions (18.64.020A2 a-d) that must be met for the request to be approved. He said they should consider the request from the side setbacks separately from the front setback. The commission proceeded to evaluate whether the four conditions (a-d) were met by the variance request for the side setbacks.

For condition a, **Frohnapfel** said that there were other nonconforming lots in the Medium Density District that would have to meet the five foot setback requirement. **Pegau** said he did not think the condition was met

as there was not a physical circumstance specific to the lot. The remainder of the commission agreed with staff that the condition had been met.

For condition b, there was unanimous concurrence that the condition was met per staff's recommendation.

For condition c, **Pegau** said that it met the condition as long as the building meets the fire code. There was unanimous concurrence that the condition was met per staff's recommendation.

For condition d, there was unanimous concurrence that the condition was met per staff's recommendation.

The commission then evaluated whether the four conditions (a-d) were met by the variance request for the front setback.

For condition a, **Frohnappfel** said it did not meet the condition because the proposed building could be moved back. **Pegau** said that the building could be shortened or moved back. **Kocan** and **Baenen** said that it did meet the condition. **Bird** and **McGann** said it did not.

For condition b, **Kocan**, **Bird**, and **Baenen** said that the condition was met. **Baenen** said that moving the building or making it shorter would be an unnecessary hardship. **Pegau**, **Frohnappfel**, and **McGann** said that the condition was not met for the same reasons as condition a.

For condition c, **Frohnappfel** said the condition was met as having a new building closer to the right of way would not be any more detrimental than the existing building. **Pegau** said that the condition was met as long as the building met fire codes. **Baenen** agreed and said there was no prejudice towards the other properties in the area. **McGann** said that keeping the 10 foot setback could improve public safety by providing more room for parking, but he believes the condition has been met. The remainder of the commission agreed that the condition had been met.

For condition d, there was unanimous concurrence that the condition was met.

McGann opened up the meeting for general discussion of the variance request. **Frohnappfel** reminded the commission that all four conditions had to be met to grant the variance. He said that for the side setbacks it meets all four conditions including condition a since a building was already on the footprint. **Baenen** said the new building is replacing an existing building instead of a vacant lot. **Bird** said that she would see why they would enforce a 10 foot front setback if it created additional parking, but she agreed with **Baenen**. **Kocan** said he also agreed; a building is already there and it isn't going to change much other than making snow shedding and other issues better. **McGann** said that keeping the front setback would not be a hardship and would still allow for a beautiful building. **Pegau** verified that the **Kopchak's** own two separate lots and that the lot with the variance and structure could be sold and have a separate owner. **Baenen** said granting the front setback would not affect the current available parking spaces. **McGann** said he disagreed as the front yard could be graded to provide space for parking.

McGann said they would vote on the motion as stated, rather than making a motion for each variance request. **Bird** said that if the motion failed, they could make a new motion.

Upon roll call vote, motion passed 4-2.

Yea: **McGann, Baenen, Kocan, Bird**

Nay: **Pegau, Frohnappfel**

Absent: **Roemhildt**

b. Site Plan Review – Ocean Beauty Seafoods Modular Housing

M/**Kocan** S/**Frohnappfel** to recommend to City Council to approve the Site Plan Review requested by Ocean Beauty to install modular bunkhouses on Lot 2A, Block 3, Cordova Industrial Park based on the findings and with the special conditions as contained in the staff report.

Kocan verified that similar modular housing had been approved in the past. **Greenwood** said that there are existing modular bunkhouses on the same lot. **O'Leary** said that the bunkhouses were used previously at a different facility. **Bird** asked if they were temporary or if it was Ocean Beauty's intent to eventually put something more permanent. **O'Leary** said that the lot was currently vacant and having the bunkhouses there was a better use. **Bird** said she would support the site plan, but that she wished they were moving towards something more permanent and better to live in. **Baenen** verified that they had to be permitted with the State Fire Marshal. **Greenwood** said a building permit would not be issued until there was an approved Fire and Life Safety Plan Review. **Pegau** said that there was plenty of parking available on the lot. With the other site plan review for the modular bunkhouses on the lot, the required parking spaces were not maintained.

M/Pegau S/Bird to amend the motion to add a special condition that Ocean Beauty relinquish all claims to parking spaces on Lot 1B, Block 2, Cordova Industrial Park.

Greenwood said that **Pegau** was referring to the parking spaces in the city harbor parking lot that Ocean Beauty has signs in. At some point, Ocean Beauty stored pallets on city property and the city offered them the parking spaces in exchange for them removing the pallets. The agreement was just an MOU-type deal. **Pegau** said that he did not see why they should have claim to city parking spaces if they have additional room on their lots for expansion. **Greenwood** said that this was within the commission's purview.

Upon roll call vote, amendment passed 5-1.

Yea: McGann, Pegau, Baenen, Kocan, Bird

Nay: Frohnapfel

Absent: Roemhildt

Upon roll call vote, main motion passed 6-0.

Yea: McGann, Pegau, Baenen, Frohnapfel, Kocan, Bird

Absent: Roemhildt

c. Disposal of Lot 8 and 9, Block 1, Odiak Park Subdivision

M/Baenen S/Bird to recommend City Council approve the proposal from Bradford, Campbell and Weise for portions of Lot 8 and 9, Block 1, Odiak Park Subdivision.

McGann said that they had not received a proposal from **David Sjostedt**, who had submitted the original letter of interest. **Baenen** said that they have a criteria for proposals that only should be used when they receive more than one proposal. He did complete the criteria, but he could go either way as the land will probably sit there another 100 years. **Greenwood** explained that with the letter of interest there had been some concerns about developing the property. **Bird** said that if the property has so many issues, she wondered why they had it available. The proposal makes a lot of sense to her and she supports it. **Pegau** said he likes the idea of getting the area replatted and getting the contested area sorted out. He hopes the replat will follow the existing property lines. **Frohnapfel** said he thought it was a great proposal that solved many different issues. He also wanted the area below delineated as a greenbelt and not available on the land disposal maps. **McGann** said he was in support and that it made perfect sense and that the greenbelt was in a perfect spot. **Greenwood** said that they would figure out the location of the easement and the terms during the replat process.

Upon roll call vote, motion passed 6-0.

Yea: McGann, Pegau, Baenen, Frohnapfel, Kocan, Bird

Absent: Roemhildt

7. UNFINISHED BUSINESS

a. Title 16 Building Code Discussion

McGann said that this was music to his ears and that they had been chewing on it for years. He thought the format was exactly what he was expecting. **Greenwood** explained that they were deleting Chapter 16.17 that was created when the city annexed what is now the Unrestricted District. The chapter created a permit process that is no longer used. The code change would also delete the chapter for building permits in the Zoning title. **McGann** said he knew money for legal review wasn't there. **Greenwood** said that Title 16 was in the strategic plan for 2018 and they will see if it gets added to the budget.

8. AUDIENCE PARTICIPATION

Kopchak thanked the commission as he knows how difficult the service on the commission can be. One observation he had was that two petitioners on the agenda commented during their agenda items, while he been mute through the variance agenda item. He thought there should be clarity concerning when audience members are allowed to speak as he had comments that he would have shared.

Max Wiese, 400 Railroad Row, wanted to thank the commission as their property was messy; there were two surveys that contradicted each other.

Cece Wiese, 400 Railroad Row, thanked the commission.

Roemhildt thanked the commission for approving the site plan as time is of the essence. He thought there may be grounds to reconsider the parking amendment as he thought the commission may not have adequate information about the issue.

O'Leary said it was important to have parking available for their local workforce and that if it gets taken away then he's not sure where they are supposed to park. **McGann** said he also recalled a discussion where Ocean Beauty said they would correct the loading docks so the container vans are not out in the right of way and he has not seen any movement towards that.

9. COMMISSION COMMENTS

Bird said she appreciates that the parking and the site plan review don't seem to be related, but she knows how difficult parking is down there.

Baenen said he wasn't sure what they could and couldn't do regarding parking.

Frohnappfel thanked staff for the Sunnyside Drive street signs and wanted them to start on a new street. He understands parking issues around town as Shoreside has a lot that many people use for parking.

10. ADJOURNMENT

M/Bird S/Baenen to adjourn the Special Meeting at 7:55 PM.
With no objection, the meeting was adjourned.

Approved:

Tom McGann, Chair

Leif Stavig, Assistant Planner

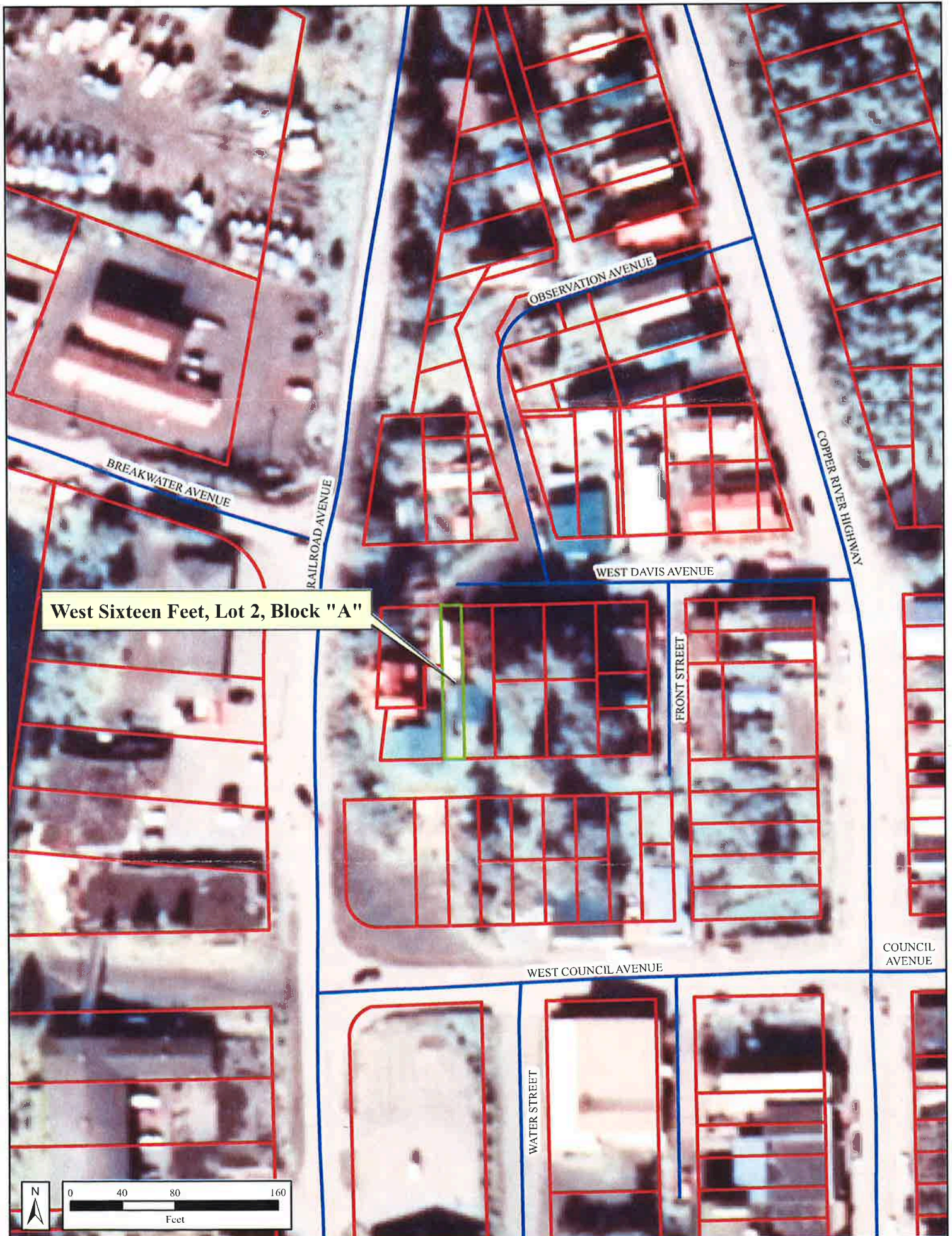
TO: City Council of Cordova / *Planning Commission*
FROM: Becky Chapek
DATE: May 31, 2017
RE: Variance – RJ Kopchak

I attended the initial meeting of the planning commission to comment on the proposed variance concerning the request put forward by Mr. Kopchak to completely remove a cabin on a 15' of Lot and then rebuild a new structure with a living unit and shop. Due to a lack of quorum, the meeting was dismissed, but not rescheduled at that time. I completely missed the "emergency meeting" where action was taken and the variance was granted.

It's really hard to imagine that such an outrageous request with its multitude of transgressions not only passed, but in fact an additional concession was made by the Commission to make the "improvement" even further non-compliment. One can only wonder at the process in considering the outcome. In speaking with members of the commission, I heard that it will be a \$200,000 improvement that will generate additional revenue in property tax. Hmm.... I'll be checking the property tax rolls to see if that happens.

It was also said by a member that RJ could do whatever he wanted with the existing building so why not make it "better". I do not understand how the commission can consider creating yet another living unit on a 15' lot without parking in a neighborhood already fraught with existing variances is better! If the line that created that 15' lot is lifted, RJ could have built an addition on to his existing house to create a shop and mother-in-law unit and in my opinion that would have been better. It would seem that better is working with applicants to create outcomes that bring properties closer to the regulations as set forth by ordinances. If the sub-sized lot gets reincorporated into the adjoining lot and an addition to the house is made, this would mean there would be an opportunity to have code compliant setbacks, a bigger lot and the requirement that all new housing units have off street parking could have been factored in to the additional housing unit.

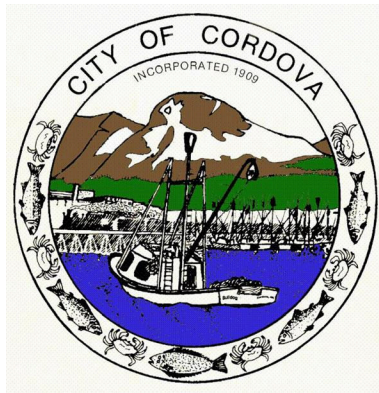
This is wrong on so many levels; I ask that this be sent back to the planning commission for reconsideration. I am not opposed to progress or improvements. The plan as presented is quite attractive and well thought out. RJ is a wonderful, imaginative thinker and it would be a good plan on a 6,000 square foot lot, but given the location this is a regressive variance with a negative impact on the neighborhood.



Planner's Report

To: Planning Commission
From: Planning Staff
Date: 6/7/2017
Re: Recent Activities and Updates

- Two building permits issued since the last meeting.
- Working with CTC on Conditional Use Permit for cell tower. Need to schedule Special Meeting.
- City Council passed lease with option to purchase for Jensen's proposed development on Lot 20, Block 23, Original Townsite and contract has been signed.
- Provided information to the public on multiple inquiries about building, plats, setbacks, and zoning regulations.
- Researched FEMA flood requirements for retaining wall.
- Adjusted lease rates with CPI
- Received "No Historical Property Adversely Affected" from State ADOT archaeologist for Adams Avenue sidewalk grant. Waiting for SHIPO concurrence and public comment prior to being incorporated into environmental document.
- Prepared draft write up for Governor's request for Trump funding.
- Compiling documents for audit for LT2 Grant. Grant has been exhausted and standard procedure is to have audit prior to releasing 5% retainage.
- Tracking grant and loan balance for post LT2 projects.
- Sent Draft RFP to Rural Development agency for review prior to releasing.



AGENDA ITEM # 9a
Planning Commission Meeting Date: 6/13/2017
PLANNING COMMISSION COMMUNICATION FORM

FROM: Planning Staff

DATE: 6/6/17

ITEM: Final Plat Approval for Subdivision of Lots 1-4, Block 42, Plat 11-1

NEXT STEP: Motion

☐ INFORMATION
☒ MOTION
☐ RESOLUTION

I. REQUEST OR ISSUE:

Requested Actions: Final Plat Approval
Applicant: Leo Americus
Address: 708 Eighth Street
Zoning: Medium Density Residential
Attachments: Location Map
Application
Final Plat

II. RECOMMENDED ACTION / NEXT STEP:

Staff recommend that the commission recommend to City Council that request for final plat approval be approved.

“I move to recommend to City Council to approve the final plat request for Subdivision of Lots 1-4, Block 42, Plat 11-1.”

III. FISCAL IMPACTS:

N/A

IV. BACKGROUND INFORMATION:

Notification of the subdivision was sent to all property owners within 300 feet of the property.

This plat is subdividing four 2,500 square foot lots into two lots so that there are now two buildable lots. The new configuration of the two lots is an improvement that takes into account the topography of the land and what is optimal for development.

Leo Americus has a Performance Deed of Trust on the property with the city and this subdivision meets the requirements of the agreed upon extension.

V. LEGAL ISSUES:

No legal review required.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

N/A

VII. SUMMARY AND ALTERNATIVES:

Staff findings:

1. The proposed plat conforms to the Comprehensive Plan Policies and serves the public use, health, and safety.
2. There are no known physical conditions present which may be hazardous to the future inhabitants of these tracts.



SUBDIVISION - 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
Subdivisions		varies
Preliminary Plat		\$150**
**plus \$20 per lot		
Final Plat	1/2 of Prelim Plat	\$95.00
Plat Amendment		\$75**
**plus \$15 per lot		

APPLICANT INFORMATION

Name	Leo Americus
Address	Box 2112 Cordova, AK 99574
Telephone [home]	
Business Name	
Business Address	
Telephone [business]	
Business FAX	
Project architect/engineer	ST Denny Surveying Inc.
Address of architect/engineer	326 Center Ave # 102, Kodiak AK 99615
Telephone of architect/engineer	(907) 481-3500

PROPERTY/PROJECT INFORMATION

Address of subject property	Lot 1, 2, 3, 4 BL 42 Original Townsite Plat 1911-1
Parcel identification number	02-072-370, 371, 372, 373
Property owner [name/address]	Leo Americus
Current zoning	
Proposed use	Residential
Construction start date	July 1, 2017

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. Note : <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>	

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>Leo Amerius</u> (Signature)	By: _____ (Signature)
Name: <u>Leo Amerius</u> (Type/Print)	Name: _____ (Type/Print)
Date: <u>5/26/2017</u>	Date: _____
<p>Appeal Procedures: 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?	
Staff review date/reviewer name:	
Planning Commission final action:	
City Council final action:	
Other:	

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PLANNING COMMISSION REGULAR MEETING
JUNE 13, 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	01	02	03
04	05	06	07 6:00 PM - City Council Work Session (Cordova Center Rooms A & B) 7:00 PM - City Council Regular Meeting (Cordova Center Rooms A & B)	08	09	10
11	12	13 6:30 PM - Planning Commission Public Hearing (Cordova Center Rooms A & B) 6:45 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 7:00 PM - CCMC Board Regular Meeting (CCMC Conference Room)	23	24
25	26	27 6:00 PM - Parks and Recreation Commission Regular Meeting (Cordova Center Rooms A & B)	28	29	30	01
02	03	04	05	06	07	08

PLANNING COMMISSION REGULAR MEETING JUNE 13, 2017

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