

**PLANNING COMMISSION REGULAR MEETING  
JULY 10, 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 July 10, 2018 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, Nancy Bird,* and *Chris Bolin.*

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/Baenen to approve the agenda.

Upon voice vote, motion passed 6-0.

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

**4. APPROVAL OF CONSENT CALENDAR**

**a. Minutes of May 8, 2018 Regular Meeting**

**b. Record excused absence for John Baenen and unexcused absence for Scott Pegau from the May 8, 2018 Regular Meeting**

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

*Bird* had a correction to the minutes; under commission comments she offered a correction that made it clear she was speaking to the Scouts that were present at the meeting.

Upon voice vote, motion passed 6-0.

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

**5. DISCLOSURES OF CONFLICTS OF INTEREST**

*Pegau* said he had a conflict with 10a with the Cordova Electric Cooperative (CEC). *Roemhildt* said that he had a conflict with 10a as he was employed by CEC and 10b as he was related to the applicant. There was no objection to the conflicts.

**6. CORRESPONDENCE**

**a. Alaska DOT Public Notice**

## 7. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

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

*Craig Kuntz*, 404 Fourth Street, was present on behalf of CEC. He said that CEC had been leasing the property for over 35 years and had been paying annual rent of four thousand dollars. He said that the calculation for annual rent in the lease would cause the rent to decrease. CEC would like to purchase the lot by direct negotiation.

## 8. PLANNER'S REPORT

*Greenwood* said that *Rob Brown's* lease was going to be signed soon. The Alaska Planning Commissioner training was in January if anyone is interested. She said that the Comprehensive Plan Review Committee consisted of her, *Stavig*, *McGann*, *Bird*, *Kristin Carpenter*, and City Manager *Alan Lanning*. The Comprehensive Plan approval of a contract with Agnew-Beck will be at the next City Council meeting. *Greenwood* said the assessed value of the property CEC is requesting to purchase is \$500,000 not \$50,000. The annual rent would increase to \$6,000, instead of decreasing as CEC thought.

## 9. UNFINISHED BUSINESS

- a. Resolution 18-04 – Trailers and Trailer Camps as Conditional Use Permits

**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 16.90.010 through 16.90.070 into Chapter 18.60 Conditional Use Permits in order to update and clarify the code for trailers and trailer camps**

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

*Bird* said that she considered the Planning Commission's flexibility with some of the trailer camp standards and she didn't have any changes. *Pegau* said he was wasn't sure that the section was best suited for the Conditional Use Permit (CUP) chapter of the City Code, and he was not convinced that everything from Title 16 was moving into Title 18. He said he did not support language that allowed trailer camps in any district, as that bypasses and contradicts zoning districts which list it as a prohibited use. He said he would like to strike "to be placed in any district" from the proposed code. There was consensus to make the change.

*Pegau* said that there were some situations where trailers should be allowed to park closer than 10 feet end-to-end, so (g) should be added to the list of Section 2 which would allow for that flexibility. He thought that flexibility wasn't needed for (e), since drainage should always be addressed. *Bird* said she assumed the distance was for fire protection, so she wasn't in favor of adding it to the list. She agreed that drainage should be addressed.

*Baenen* said he was concerned, particularly in residential areas, that trailer camps would pop up everywhere. *Greenwood* said that people could get CUPs for trailer camps right now. *Stavig* said that trailer camps still must go through the whole CUP process, which includes standards and public notice. You also have to look at each zoning district; for example, in the Low Density Residential District, someone could build a boardinghouse without anything but a building permit. Someone could also request a CUP for a junkyard, hospital, or airport in a residential district.

M/Pegau S/Roemhildt to amend the proposed code to add item g to subsection 2.

Upon voice vote, motion passed 4-2.

Yea: McGann, Pegau, Roemhildt, Bolin

Nay: Baenen, Bird

Upon voice vote, resolution passed 6-0.

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

## 10. NEW/MISCELLANEOUS BUSINESS

### a. Letter of Interest from Cordova Electric Cooperative for a 93,335 sq. ft. Portion of ATS 220

M/Bird S/Baenen to recommend to City Council to dispose a 93,335 square foot portion of ATS 220 as outlined in Cordova Municipal Code 5.22.060 B by negotiating an agreement with CEC to lease or purchase the property.

**Bird** said that CEC was a local cooperative that the community depended on. They have been good lessees of the property. **Baenen** said that CEC removed the rock and put the plant on the property, so it doesn't make sense why they would continue to lease the property. **Stavig** said that the assessed value of the land was around \$500,000. He explained that the assessed value of leases are calculated using possessory interest. When a lease is just beginning, the lease's assessed value is closer to the full value since they have more interest in the property, versus when a lease is closer to expiring. **Kuntz** said that the value seemed high. **Stavig** said the assessor determines the assessed value. **McGann** said he supported the resolution and that the commission doesn't deal with the negotiation or the price of the property.

Upon voice vote, motion passed 5-0.

Yea: McGann, Pegau, Baenen, Bird, Bolin

COI: Roemhildt

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

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

**Pegau** said that the permit was for the entire lot without a special condition. He said he had heartburn when lots are purchased under certain conditions that go on to change. If the permit was for just the four temporary structures, than the lot could still be developed. **Greenwood** said that there was no lien on the property requiring any development.

**McGann** said he would like to see hold-downs required on the buildings as a couple of them have already blown over. **Bird** said that concerns her greatly.

M/Pegau S/Bolin to add special conditions that the conditional use permit is for the four units as shown and that significant hold-downs are required in order to meet the 100-mph wind-loading.

Upon voice vote, motion passed 5-0.

Yea: McGann, Pegau, Baenen, Bird, Bolin

COI: Roemhildt

*Pegau* said that Condition 1 was met with the special conditions, and the remaining conditions were all met. *Baenen* and *Bolin* agreed that all conditions were met. *Bird* agreed and said that safety was important to her. *McGann* agreed that the conditions were met.

Upon voice vote, main motion passed 5-0.

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

COI: *Roemhildt*

**c. Resolution 18-05 – Trailers Outside Trailer Camps**

**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 Section 16.90.080 – Violations designated into Chapter 18.40 – General Use Regulations in order to update and clarify the code for automobile trailers staying outside of a trailer camp**

M/*Roemhildt* S/*Bird* to approve Resolution 18-05.

*Roemhildt* said that his interpretation of the code was that it allowed someone to use a trailer for 30 days on someone's private property and that the section was being relocated to a chapter that made more sense. *Pegau* said he thought the location of the code was out of place as it was in the middle of code dealing with general building dimensions. He thought it was confusing to have a permit in this section of the code. He also identified a minor spelling issue where a space should be between two words. *Greenwood* said that she was open to suggestions for different locations for the code in Title 18.

*McGann* said he thought it may be best to refer the item back to staff to look into a new location for the code and to have more time to look it over. *Baenen* verified that for the first 30 days, no permit is needed, but beyond 30 days a permit is needed. *Greenwood* said they could add a fee for the permit to the fee schedule. *Baenen* said he was concerned about no time limit on the permit. *Greenwood* said they did not have a time limit in the code as it would be a case-by-case basis. She said they would add a time limit on the permit for the next meeting.

M/*Pegau* S/*Bird* to refer the resolution back to staff to look at the fee schedule, time limits, and to provide more time for the commission to review the code.

Upon voice vote, motion to refer passed 6-0.

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

## **11. PENDING CALENDAR**

*Bolin* said he would be gone for the meeting in August, but he could call in. *Bird* said she would be gone and unable to call in.

*Pegau* said he would like to review the conditions placed on the Site Plan Review for Ocean Beauty's bunkhouses. *Greenwood* said she would report on it at the next meeting.

## **12. AUDIENCE PARTICIPATION**

## **13. COMMISSION COMMENTS**

*Bolin* thanked everyone for their time.

**Baenen** said it was a good meeting.

**Pegau** said that he has issues with too many uses falling under Conditional Use Permits. He thinks what they did today was appropriate, but he doesn't want to see everything going under Conditional Use Permits.

**Roemhildt** appreciated everyone's time and opinions. He said he would like to look closer at the prohibited uses in different zone districts.

**McGann** said that for those supportive of the Comprehensive Plan, they should show up at the next City Council meeting.

#### 14. ADJOURNMENT

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

Approved:

  
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Tom McGann, Chair

  
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Leif Stavig, Assistant Planner