

PLANNING COMMISSION REGULAR MEETING
AUGUST 9, 2016 AT 6:30 PM
CORDOVA CENTER COMMUNITY ROOMS A & B
MINUTES

1. CALL TO ORDER

Vice Chair *Tom McGann* called the Planning Commission Regular Meeting to order at 6:30 PM on August 9, 2016 in Cordova Center Community Rooms A & B.

2. ROLL CALL

Present for roll call were Vice Chair *Tom McGann* and Commissioners *Scott Pegau*, *Allen Roemhildt*, and *Mark Frohnappfel*. *John Baenen* was present via teleconference. *Tom Bailer* and *Heath Kocan* were 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/Roemhildt to approve the agenda.

Upon roll call vote, motion passed 5-0.

Yea: McGann, Pegau, Baenen, Roemhildt, Frohnappfel

Absent: Bailer, Kocan

4. APPROVAL OF CONSENT CALENDAR

a. Minutes of July 12, 2016 Regular Meeting

b. Record unexcused absences for John Baenen and Allen Roemhildt from the July 12, 2016 Regular Meeting

Baenen said that he was working during the last meeting. The commission concurred that the absence was excused.

Upon roll call vote, consent calendar passed 5-0.

Yea: McGann, Pegau, Baenen, Roemhildt, Frohnappfel

Absent: Bailer, Kocan

5. DISCLOSURES OF CONFLICTS OF INTEREST

6. CORRESPONDENCE

a. State of Alaska DOT Public Notice

7. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

a. Guest Speakers

b. Audience comments regarding agenda items

Mary Anne Bishop, 700 Fourth Street, was there to urge them to make the comprehensive plan update their top priority on the capital improvement list. It's overdue and it's important to have a plan in place.

8. PLANNER'S REPORT

Frohnappfel verified that the paving was complete. *Greenwood* said that the RFP for ATS 1004 was extended because there was a request and there had been no proposals.

9. NEW/MISCELLANEOUS BUSINESS

a. Resolution 16-04

A resolution of the Planning Commission of the City of Cordova, Alaska, recommending a capital improvement list to the City Council of the City of Cordova, Alaska

M/Pegau S/McGann to approve Resolution 16-04.

McGann asked the commission which items from the previous year's list they would like to keep. *Pegau* said definitely the comprehensive plan as they need to keep it moving forward. Next on his list would be the north harbor fill for sidewalk and parking. Last would be the streets repair and improvements. *Frohnappfel* said he would move the comprehensive plan up the list. *Roemhildt* said he agreed as they need to have an in-depth look at what they want in the future. *Baenen* said he would like to see the street repairs and comprehensive plan remain on the list. *McGann* said he agreed with the commission and would like to see code updates remain on the list.

Baenen said he would like to see all of the design and shovel-ready projects added to the list so they are prepared for grants. *Pegau* said he wasn't sure about ADA sidewalks on Adams Avenue from Second to Fifth Street. He suggested they remove unfinished baler development and the sidewalks from the list since those are in progress. *Frohnappfel* said that he didn't see capital equipment as something he wanted on the list. He was curious if the \$2 million bond had been funded yet and said before they do another bond, he wants to make sure they have made a dent in the existing one.

Roemhildt said he definitely wanted to see the HVAC in the Elementary School working. *Baenen* said he agreed about the HVAC and also was in support of the High School gym floor replacement. *McGann* said he was curious about if the HVAC problems were just software or not.

Pegau said he wanted to see addresses fixed. *Frohnappfel* said he agreed and it is something that they can accomplish. As a commission they can bring forward the idea to City Council that everyone has to have their numbers up. *Greenwood* said the first thing they have to do is get an addressing system in place and they will need to hire a consultant.

Each commissioner gave their top three picks for the list. The following is their draft list with an asterisk showing each vote for the item.

1. N. Side of Harbor – Extend Parking and Walkway Conceptual Design - \$10,000*****
2. Comprehensive Plan Update - \$75,000*****
3. Addressing contract - \$???*
4. Design shovel-ready streets and ADA sidewalks Railroad Ave - Nicholoff to Council*
5. Design shovel-ready streets and ADA sidewalks Second Street – Council to Adams*
6. Design shovel-ready streets and ADA sidewalks Adams Avenue – Second to Fifth*
7. Code Updates - \$25,000*
8. Street Repair and Improvements/Paving - \$2,000,000
9. Shipyard Expansion (Public Process) - \$15,000
10. Survey City roads and property - \$40,000
11. Water/Sewer Infrastructure – as needed
12. Mt. Eccles HVAC - \$60,000
13. High School Gym Floor - \$260,000

McGann said that he'd like to see the resolution referred back to staff so they can chew on it for another month. He asked that the list be emailed to the commission, and he wanted to have a monetary value for each item. *Pegau* asked for a ranking matrix of the list so that they can prioritize for the next meeting.

M/Pegau S/Roemhildt to refer the capital improvement list back to staff for the reasons stated previously in the meeting.

Upon roll call vote, motion to refer passed 5-0.

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

Absent: *Bailer, Kocan*

b. Resolution 16-05

A resolution of the Planning Commission of the City of Cordova, Alaska, recommending to the City Council of the City of Cordova, Alaska to remove definitions from Chapter 18.08, to repeal and reenact Chapter 18.52, and to amend the title of Section 18.80.040 of the Cordova Municipal Code in order to update and define nonconforming lots, structures, and uses, to allow for the expansion and alteration of nonconforming structures, and to increase the amount of time a nonconforming use can cease before it is considered discontinued

M/Roemhildt S/Pegau to approve Resolution 16-05.

Roemhildt said he was apprehensive about changing code, but he thinks it is a good idea to move forward with development safely. *Baenen* said it seemed like a good idea, but he wanted to hear what the others had to say. *Pegau* said his gut reaction was that you shouldn't be able to build on a nonconforming lot, but then he remembered that the builder would have to meet all of the other codes. If someone wanted to build on one of the small lots in town and he was a neighbor, he would have to accept that. For the 24 months as the amount of time before a nonconforming use is discontinued he had to do the math for it to make sense.

Pegau struggled with Section 18.52.040F with general maintenance; he understands replacement or repair of a structural portion of a building, but not a deck or arctic entry which makes it nonconforming. He also had some confusion with Section 18.52.060, in that he didn't recognize that there is conforming, nonconforming, and unauthorized. He said that it may be a redundancy, but it would help to add something that made it clearer that if someone did something unauthorized, it would not be considered nonconforming. *McGann* said he was okay with the code as it was presented in the packet.

M/Pegau S/Roemhildt to recess for five minutes.

With no objection, the meeting was recessed.

McGann called the meeting back to order at 7:30 PM.

M/Pegau S/Roemhildt to amend Section 18.52.040F so that it reads, "nothing in this section shall be construed to prevent general maintenance on a nonconforming structure when there is no evidence that removal of that part of the structure would jeopardize the structural integrity of the structure."

Frohnapfel sees where *Pegau* is going with the amendment and he supports it. *Greenwood* said that she thinks everyone understands where *Pegau* is going, and suggested that staff can rewrite it and bring it back for the next meeting.

M/Pegau S/Frohnapfel to refer back to staff.

Greenwood asked if the commission also wanted some changes for 18.52.060. *Pegau* said that it's confusing because unlawful is never stated. *Frohnapfel* said that by proving something is nonconforming, someone is showing that it's not unlawful. The way to prove it is a building permit. *Greenwood* said that there are multiple ways people can prove nonconforming; it is going to be a case-by-case basis.

Upon roll call vote, motion to refer passed 5-0.
Yea: McGann, Pegau, Baenen, Roemhildt, Frohnapfel
Absent: Bailer, Kocan

10. PENDING CALENDAR

Frohnapfel said he would not be at the next meeting. *Baenen* said it was moose season so he might be gone.

11. AUDIENCE PARTICIPATION

12. COMMISSION COMMENTS

Baenen said he thought it was a good meeting. He thought they should really be pursuing the shovel-ready projects.

Pegau appreciated seeing the new pavement and sidewalks. It's nice to see something go through the whole process and get crossed off the list.

Frohnapfel said he was excited about addressing and thought it was something they could do.

Roemhildt thanked *Baenen* for bringing up ADA. He appreciated the code update.

McGann thanked everyone for putting up with him.

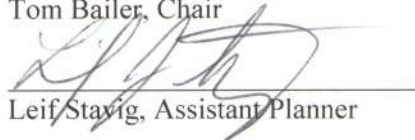
13. ADJOURNMENT

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

Approved:



Tom Bailer, Chair



Leif Stavig, Assistant Planner