

Chair

Tom McGann

Commissioners

Scott Pegau

John Baenen

Allen Roemhildt

Nancy Bird

Chris Bolin

Trae Lohse

City Planner

Leif Stavig

**PLANNING COMMISSION REGULAR MEETING
AUGUST 13, 2019 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, Nancy Bird, Chris Bolin, and Trae Lohse

3. APPROVAL OF AGENDA

4. APPROVAL OF CONSENT CALENDAR

- a. Record excused absence for Trae Lohse from the June 18, 2019 Regular Meeting
- b. Record excused absence for Allen Roemhildt from the July 9, 2019 Regular Meeting
- c. Minutes of June 18, 2019 Regular MeetingPage 2
- d. Minutes of July 9, 2019 Public HearingPage 5
- e. Minutes of July 9, 2019 Regular MeetingPage 6

5. DISCLOSURES OF CONFLICTS OF INTEREST AND EX PARTE COMMUNICATIONS

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 9

9. NEW/MISCELLANEOUS BUSINESS

- a. Final Plat Approval for R-D-G Warehouse Subdivision Addition #1Page 10
- b. Site Plan Review for Commercial Outside Storage for David RoemhildtPage 17
- c. Resolution 19-08 – Capital Improvement ListPage 28

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

10. PENDING CALENDAR

- a. August 2019 CalendarPage 31
- b. September 2019 CalendarPage 32

11. AUDIENCE PARTICIPATION

12. COMMISSION COMMENTS

13. ADJOURNMENT

PLANNING COMMISSION REGULAR MEETING
JUNE 18, 2019 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 June 18, 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, Nancy Bird**, and **Chris Bolin**. **Trae Lohse** was absent.

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

One 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, Baenen, Pegau, Roemhildt, Bird, Bolin

Absent: Lohse

4. APPROVAL OF CONSENT CALENDAR

a. Minutes of May 7, 2019 Regular Meeting

b. Record excused absence for **John Baenen** and **Trae Lohse** from the May 7, 2019 Regular Meeting

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

Bird said that she was noted as absent in the minutes, but remembered attending the meeting. **Stavig** said she arrived right after roll call and that under the Approval of Consent Calendar, the minutes state she arrived.

Upon voice vote, motion passed 6-0.

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

Absent: Lohse

5. DISCLOSURES OF CONFLICTS OF INTEREST

6. CORRESPONDENCE

7. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

a. Guest Speakers

Sam Greenwood, Public Works Director, gave a presentation on the BUILD grant application that the city was submitting.

b. Audience comments regarding agenda items

8. PLANNER'S REPORT

Stavig thanked the commission for being flexible with scheduling the meetings; with only one person in the Planning Department, he expects they will need to be flexible in the future as well.

9. NEW/MISCELLANEOUS BUSINESS

a. Resolution 19-06 – Support for BUILD Grant Application

M/Bird S/Bolin to approve Resolution 19-06.

Bird said that the grant seems like a good opportunity. *Bolin* said that the harbor needs work. *Baenen* said it was a no-brainer.

Upon voice vote, resolution passed 6-0.

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

Absent: Lohse

b. Resolution 19-07 – Vacation of Utility Easement for Lauren Padawer

M/Roemhildt S/Bird to approve Resolution 19-07.

Roemhildt said that all of the utilities were in agreement and he was curious why the easement was so large to begin with. *Pegau* said that the resolution was not specific enough about what portion was being vacated. *Pegau* said he wanted to make sure that it was the previous owner who was on the wrong side of the line. *Baenen* said the whole utility easement should be vacated. *Stavig* said that if this gets approved, a plat will be created showing the vacation. It would be perfect to further specify the vacation area in the resolution language.

M/Pegau S/Bird to amend the second whereas to state “as shown in the as-built.”

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

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

Absent: Lohse

Upon voice vote, amended resolution passed 6-0.

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

Absent: Lohse

c. Comprehensive Plan Discussion

Stavig said that they finally have a draft plan out for public review. There are two documents: the Executive Summary and the full Comprehensive Plan. He recommended that the commission review and provide comments on the full plan, as the summary repeats a lot of what is in the plan. There will be appendices that will be released later in the summer as well with a lot of the backup data. Ultimately, it will be coming to the commission in the fall for a recommendation to City Council to approve the plan.

Bird said that she read the Executive Summary and it jives with what they have been hearing. There were also some interesting stats, especially concerning housing and income. *Stavig* said that the plan was definitely still a draft subject to change. *Roemhildt* said that he was very pleased with the plan.

Pegau said that the land use maps have a large overlap with what the commission does. *McGann* said that now that they are getting a Comprehensive Plan, there is more work for staff and the commission. He wonders how a one-person Planning Department will be able to work on a lot of the items. *Stavig* said that in the housing and land use sections, a lot of the strategies are action items that require staff time. That will be an important conversation that they will have to have in the future about how they will tackle so much with limited resources.

Stavig said that a separate Work Session concerning the future Land Use Map is warranted, so he will look into getting that set up. **Pegau** said he would like to look closely and compare the Land Use Map to the existing zoning map. **Stavig** said that the future Land Use Map also guides decisions outside of rezoning.

10. PENDING CALENDAR

11. AUDIENCE PARTICIPATION

12. COMMISSION COMMENTS

Pegau said he appreciated having the plan with time to comment.

Baenen said that he was happy to see the city making an effort to get grants. **Stavig** said that the city was successful at getting the grant for the Cordova Center stairs.

Bolin said he also appreciated the grant efforts and the efforts by staff for the comprehensive plan.

Bird said that she hopes the future City Manager appreciates staff as much as they all do.

13. ADJOURNMENT

M/**Bird** S/**Baenen** to adjourn the Regular Meeting at 7:23 PM.
With no objection, the meeting was adjourned.

Approved:

Tom McGann, Chair

Leif Stavig, City Planner

PLANNING COMMISSION PUBLIC HEARING
JULY 9, 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 July 9, 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**, **Nancy Bird**, and **Chris Bolin**. **Allen Roemhildt** and **Trae Lohse** were absent.

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

Two people were in the audience.

3. PUBLIC HEARING

a. Conditional Use Permit for Three Boardinghouses on a Portion of USS 829

Tom Carpenter, 501 Lakeview Drive, employee of Copper River Seafoods (CRS), said that his biggest concern was that there is a tremendous amount of water that comes through the rock. CRS had to raise the fill on their property because it floods. The state removed a culvert that used to cross the highway, so the water has no place to go. He thinks it is dangerous to have housing with the rock behind overhanging. CRS took lots of rock off the hill two years ago, and several pieces fell out almost to the road.

M/Pegau S/Baenen to recess until 6:44 PM.
With no objection, the hearing was recessed.

Lohse joined the meeting via teleconference during the recess.

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

4. ADJOURNMENT

M/Bird S/Pegau 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
JULY 9, 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 July 9, 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, Nancy Bird, Chris Bolin,** and **Trae Lohse**. **Allen Roemhildt** was absent.

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

Two people were 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, Bird, Bolin, Lohse

Absent: Roemhildt

4. APPROVAL OF CONSENT CALENDAR

a. Record excused absence for Trae Lohse from the June 18, 2019 Regular Meeting

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

Upon voice vote, motion passed 6-0.

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

Absent: Roemhildt

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

Stavig said the retail marijuana store state license is on the City Council agenda next week. That is the license for the Conditional Use Permit granted by the commission. All legislative actions for the CoHo are complete. **Stavig** encouraged the commission to comment on the draft Comp Plan. **Bird** verified that the marijuana state license was completed.

9. NEW/MISCELLANEOUS BUSINESS

a. Conditional Use Permit for Three Boardinghouses on a Portion of USS 829

M/Bird S/Pegau to approve the conditional use permit request by Mark and Robin Irving for three boardinghouses on a portion of USS 829 as described in the application and to adopt and incorporate the findings and special conditions contained in the staff report.

Bird said that she was confused by the application being by someone other than the landowner. **Stavig** said that Conditional Use Permits go with the land and transfer from owner to owner. She said she was open to putting action off for some time to look at some of the issues. **Baenen** said he was in favor of the project, but he did have some concern about the rock above the property. **Pegau** verified that a Site Plan Review was not required for the project. **Lohse** shared some of the concerns about the rock, but thought the project would be an asset to the town.

On the first conditional use standard, the commission concurred that the condition was met with the findings in the staff report.

On the second conditional use standard, **Lohse**, **Bird**, **Bolin**, and **Baenen** concurred that the condition was met with the findings in the staff report. **Pegau** said that it would be met with a special condition that the buildings undergo a Site Plan Review which would include a drainage plan. **McGann** agreed.

M/Pegau S/Bird to amend the motion to add a Special Condition that the building project undergo a Site Plan Review.

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

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

Absent: Roemhildt

On the third conditional use standard, **Lohse** agreed that the condition was met. **Bird** was wondering if all of the bathrooms were full bathrooms. **McGann** said that the buildings would have to be reviewed by the State Fire Marshal, so they would have to meet the code requirements for boardinghouses. The commission concurred that the condition was met with the findings in the staff report.

On the fourth conditional use standard, **Lohse** agreed that the condition was met. **Bird** said that she had some concerns about how close cars would be parked to the highway. **McGann** said the application said there was room to turn around, but it is a busy road. **Bolin** agreed with **Bird** about the parking concerns. **McGann** said that a parking plan was part of the Site Plan Review, so it would be addressed at that time. **Pegau** disagreed that seasonal residents don't have vehicles. **McGann** said that if fisherman were staying in the bunkhouse, then each person would have a vehicle. **Stavig** said that four parking spaces per bunkhouse is what the code requires. The commission concurred that the condition was met with the findings in the staff report.

On the fifth conditional use standard, **Lohse** said he had some concern about the cliff. **Stavig** suggested for the Site Plan Review, the commission could request additional information from the applicant. **McGann** verified that Conditional Use Permits had to be acted upon within 30 days of the Public Hearing. **Baenen** said that something needs to be done with the rock.

M/Pegau S/Bird to amend the motion to add a Special Condition to require a cliff stabilization plan.

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

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

Absent: Roemhildt

Stavig said that he was concerned about there not being staff at the city who could review a cliff stabilization plan and determine if it was adequate. **Baenen** said it would probably require an engineer. **Stavig** said it would be helpful to have more information from the applicants, as the commission does not know how or if they were planning on addressing it. **Bird** said she was leaning towards referring the decision and having a Special Meeting. **Baenen** said it definitely a safety issue. **McGann** said that they don't have a definition for a cliff stabilization plan, so it would be helpful to hear from the applicants about what their current plan is.

M/Pegau S/Bird to refer the Conditional Use Permit back to staff.

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

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

Absent: Roemhildt

10. PENDING CALENDAR

Stavig said he would schedule a Special Meeting during the evening in the coming weeks.

11. AUDIENCE PARTICIPATION

12. COMMISSION COMMENTS

Bird wanted to emphasize she was in support of boardinghouses and rooms for people and she would like to see it move forward, she just had a few questions.

McGann agreed and said that seasonal housing has come up at every Comprehensive Plan meeting.

Bolin said that the town needs more housing, especially in the summer. He thanked *Carpenter* for coming in and voicing his concerns.

Pegau said he was in favor of affordable housing, but it needed to be done safely.

13. ADJOURNMENT

M/Bolin S/Baenen to adjourn the Regular Meeting at 7:21 PM.

With no objection, the meeting was adjourned.

Approved:

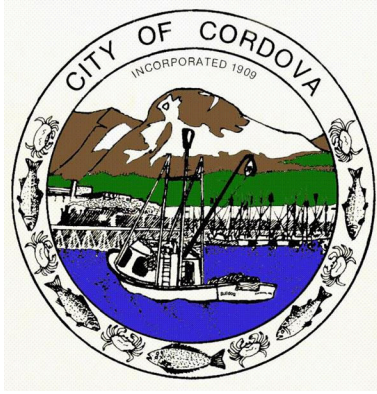
Tom McGann, Chair

Leif Stavig, City Planner

Planner's Report

To: Planning Commission
From: Planning Staff
Date: 8/7/19
Re: Recent Activities and Updates

- Maintaining leases and updating rents based on CPI.
- Purchase and Sale Agreement for CoHo to be signed shortly, closing to follow.
- Assisted with Harbor Tier I Grant and BUILD Grant applications as needed. Both have been submitted.
- Reviewed draft Comprehensive Plan appendices. Appendices are now available on www.cordovacompplan.com. The comment period has been extended to Sept. 13th. Please encourage people to comment on the plan and encourage visitors to complete the visitor survey.
- Provided information on Vacation of ROW process and rezone process and other zoning questions.
- Prepared minutes and packets for Planning Commission Special Meeting and Regular Meeting.
- Sam is working on the Title 16 changes with the attorney.
- Two building permits issued since last meeting. 22 total YTD.
- Terms expiring in November: Nancy Bird and Allen Roemhildt



AGENDA ITEM # 9a

Planning Commission Meeting Date: 8/13/19

PLANNING COMMISSION COMMUNICATION FORM

FROM: Planning Staff

DATE: 8/7/19

ITEM: Final Plat Approval for R-D-G Warehouse Subdivision Addition #1

NEXT STEP: Motion

☐ INFORMATION
☒ MOTION
☐ RESOLUTION

I. REQUEST OR ISSUE:

Requested Actions: Final Plat Approval
Applicant: Tracey Nuzzi
Owner: Tracey and Justin Nuzzi, Robert and Deb Eckley, Carl Burton II
Address: Mi. 1.6 Whitshed Road
Zoning: Unrestricted
Attachments: Location Map
Application
Final Plat
Public Comment from John Grocott

II. RECOMMENDED ACTION / NEXT STEP:

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

be approved.

“I move to recommend to City Council to approve the final plat request for R-D-G Warehouse Subdivision Addition #1.”

III. FISCAL IMPACTS:

N/A

IV. BACKGROUND INFORMATION:

This plat subdivides one lot into two and plats property lines that have not been platted in the past.

V. LEGAL ISSUES:

No legal review required.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

N/A

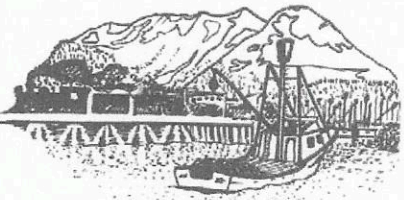
VII. SUMMARY AND ALTERNATIVES:

Staff findings:

1. The proposed plat conforms to the Comprehensive Plan and City Code.
2. There are no known physical conditions present which may be hazardous to the future inhabitants of these tracts.



CITY OF CORDOVA



SUBDIVISION APPLICATION

City of Cordova, Alaska

INSTRUCTIONS	PERMIT TYPE	FEE
Print or type requested information. Incomplete applications will be returned to the applicant and will delay processing of the request. Applications must be recieved by the Planning Department 21 days prior to the next Planning Commission Regular Meeting, which is scheduled the second Tuesday of each month, if Planning Commission approval is required.	<input type="checkbox"/> Preliminary Plat	\$200 + \$50 per lot
	<input checked="" type="checkbox"/> Final Plat	\$100 + \$25 per lot
	<input type="checkbox"/> Administrative Plat*	\$100
	<input type="checkbox"/> Admin. Dissolving Lot Lines*	\$0 + Recording Fees
	*These plats do not require Planning Commission approval.	

APPLICANT INFORMATION

Name:	Tracey Nuzzi
Mailing Address:	PO Box 396
City/State/Zip:	Cordova, Ak 99574
Phone Number:	907-253-5254
Email Address:	traceynuzzi@yahoo.com

OWNER INFORMATION

Name:	<same>
Mailing Address:	
City/State/Zip:	
Phone Number:	
Email Address:	

Only complete this section if owner is different from applicant.

PROPERTY INFORMATION

Address:	R-D-G Warehouse
Legal Description:	Lot 24 DE E, Lot 31, US Survey NO 3601
Tax Lot No.:	
Zone District:	

Planning Department can assist if unknown.

SURVEYOR INFORMATION

Company Name:	Farpoint Land Services LLC
Mailing Address:	1131 E 76 th Ave Suite 101
City/State/Zip:	Anchorage, AK 99507
Phone Number:	907.522.7770
Email Address:	Mike.horne@farpointak.com
Cordova Business License #:	

ADDITIONAL INSTRUCTIONS

Please send an electronic copy of the proposed plat to planning2@cityofcordova.net. Plats must comply with the Cordova Municipal Code, particularly Title 17 - Subdivisions. The Planning Department will review all plats and may request changes. In the case of certain subdivisions, such as major subdivisions, additional information will be required.

APPLICANT CERTIFICATION

By the signature attached hereto, I certify that I am the owner or duly authorized owner's agent and that the information provided within this application and accompanying documentation is correct. Furthermore, I hereby authorize the City and its representatives to enter the property associated with this application for purposes of conducting site inspections.

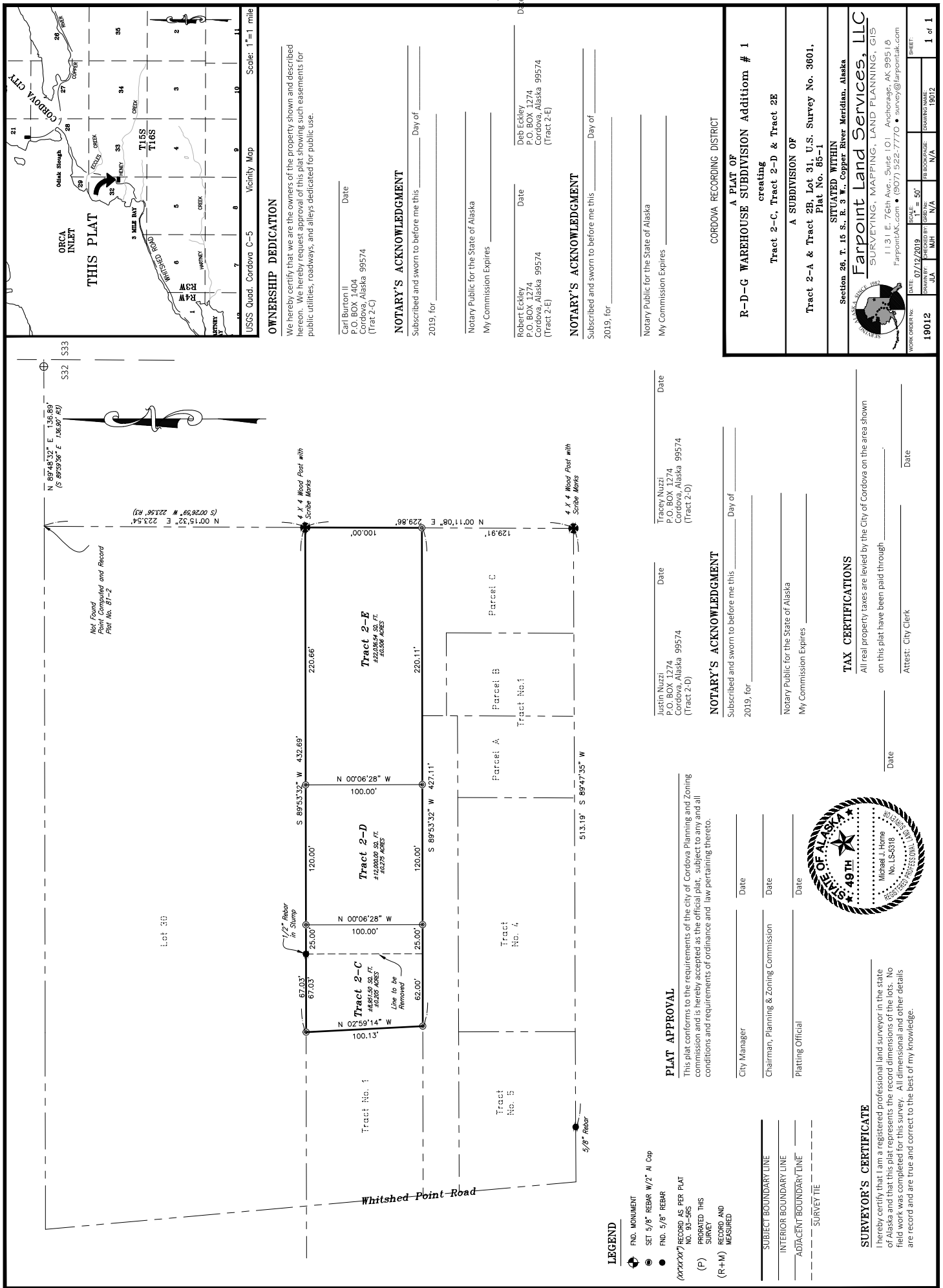
Applicant Signature:

Tracey Nuzzi

Date: 7/12/2019

Print Name:

Tracey Nuzzi

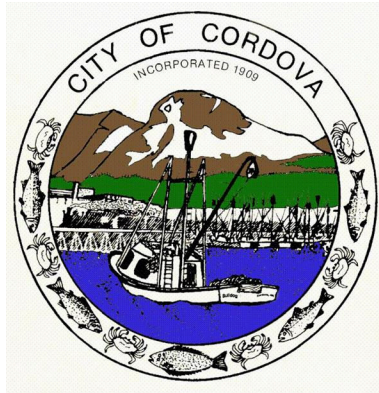


Leif Stavig

From: John Grocott <grocottfisheries@gmail.com>
Sent: Monday, August 05, 2019 9:08 AM
To: Leif Stavig
Cc: grocottfisheries@gmail.com
Subject: Tracey Nuzzi subdivision.

I am in favor of approving this subdivision request. The Nuzzies have done much to improve their property. This is a logical next step to further improve the viability of the warehouse subdivision. Thank you,

John Grocott
Warehouse subdivision tract 4b,
503 791-1525
Sent from my iPad



AGENDA ITEM # 9b

Planning Commission Meeting Date: 8/13/19

PLANNING COMMISSION COMMUNICATION FORM

FROM: Planning Staff

DATE: 8/7/19

ITEM: Site Plan Review for Commercial Outside Storage for David Roemhildt

NEXT STEP: Review Site Plan and Provide Recommendation to City Council

☐ INFORMATION
☒ MOTION
☐ RESOLUTION

I. REQUEST OR ISSUE:

Requested Actions: Site Plan Review
Applicant: David Roemhildt
Address: 121 Harbor Loop Road
Legal Description: Lot 3, Block 2, South Fill Development Park
Parcel Number: 02-074-134
Zoning: Waterfront Commercial Park District
Lot Area: 15,556 sq. ft.

This Site Plan Review is for the use that was approved for a Conditional Use Permit on 3/21/19.

II. RECOMMENDED ACTION / NEXT STEP:

“I move that the Planning Commission recommend to the City Council to approve the Site Plan Review

requested by David Roemhildt for commercial outside storage on Lot 3, Block 2, South Fill Development Park with the special conditions contained in the staff memo.”

III. FISCAL IMPACTS:

Commercial outside storage will generate sales and property tax.

IV. BACKGROUND INFORMATION:

Applicable Code:

Section 18.42.010 ZONING – SITE PLAN REVIEW – Purpose.

Whenever required by this code or the city council, a site plan review shall be completed by the planning commission with a recommendation to the city council. Prior to the issuance of a building permit, the city council must approve the site plan for the project.

Section 18.42.030 ZONING – SITE PLAN REVIEW – Required Information.

The site plan to be submitted as required herein shall contain the following information. If any of the information requested herein is not applicable to a given project, the reasons for the non-applicability of the information requested shall be stated in the site plan:

- 1. Name, address and phone number of owner/developer;*
- 2. Legal description of property;*
- 3. A scale of not less than 1" = 20';*
- 4. Date, north point and scale;*
- 5. The dimensions of all lot and property lines, showing the relationship of the subject property to abutting properties;*
- 6. The zoning and siting of all structures on the subject property and abutting properties;*
- 7. The location of each proposed structure in the development area, the use or uses to be contained therein, the number of stories, gross building area, distances between structures and lot lines, setback lines and approximate location of vehicular entrances and loading points;*
- 8. The location of all existing and proposed drives and parking areas with the number of parking and/or loading spaces provided and the location and right-of-way widths of all abutting streets;*
- 9. Location and height of all walls, fences and screen plantings, including a general plan for the landscaping of the development and the method by which landscaping is to be accomplished and be maintained;*
- 10. Types of surfacing, such as paving, turfing or gravel to be used at the various locations;*
- 11. A grading plan of the area demonstrating the proposed method of storm drainage;*
- 12. Size and location of proposed sewer and water lines and connections;*
- 13. Front and side elevations of proposed structures;*
- 14. Exterior finish and color.*

All required information is provided in the applications and drawings. Because this approval is for movable storage containers as opposed to a permanent building, some of the required information is not applicable.

Chapter 18.48 ZONING – OFF-STREET PARKING, LOADING AND UNLOADING

Warehouse and storage uses require “One parking space for every one thousand square feet of gross building area.”

The applicant has provided eight parking spaces, although they are only required to have five per the drawing submitted with the application. The increased parking will allow the applicant to use more storage containers on the lot.

Special Conditions:

1. Storage containers must adhere to the required setbacks of 15 feet in the front and five feet on the sides and rear.

V. LEGAL ISSUES:

N/A

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

N/A

VII. SUMMARY AND ALTERNATIVES:

The commission may add special conditions.

Attachment A – Location Map



David Roemhildt
Mile 6 Copper River Highway
Cordova, Alaska 99574
907-424-7764

Leif Stavig
City Planner
City of Cordova

July 2, 2019

Leif,

This letter is a request for approval of the site development plan as attached. This plan entails shipping containers arranged in an orderly, non-permanent layout on the premises for the purpose of outside commercial storage. The containers are standard-sized and freshly painted from the supplier; the color is neutral/tan and future colors may be determined by availability. Conditional use was approved by planning and zoning on March 12, 2019.

The site plan as proposed conforms to all setbacks and other known requirements for the South Fill Development Park. The adequate required setbacks are included and adequate required parking is provided. Snow removal will be maintained as with any other parcel in the subdivision. The lot will remain gravel and drainage will be directed towards the storm drain or rear of the lot. No water or sewer service is required. Any double stacked containers will be connected by industry standard for stacking storage containers; usually with locking corner posts or chain latch. There will be no access allowed to any stacked containers (containers will be lowered to ground level for access).

We request your kind approval of this site development plan as it benefits the City of Cordova. The site plan will provide a benefit of near-by storage for harbor users. The plan also encourages business development and sales tax revenue through the renting of the containers. Lastly, this site development plan keeps with the goals of the Cordova Comprehensive Plan by encouraging business development while also allowing higher or better use of the property in the future due to the mobile nature of the containers.

Thank you for your consideration,


David Roemhildt

SITE PLAN REVIEW - 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
Site Plan Review	varies
Residential	\$50
Multi-Family	\$100
<input checked="" type="checkbox"/> Commercial	\$150
Industrial	\$200

APPLICANT INFORMATION	
Name	David Roemhildt
Address	PO Box 2294
Telephone [home]	907-424-7764
Business Name	
Business Address	
Telephone [business]	
Business FAX	
Project architect/engineer	none
Address of architect/engineer	none
Telephone of architect/engineer	none

PROPERTY/PROJECT INFORMATION	
Address of subject property	121 Harbor Loop Road
Parcel identification number	02-074-134
Property owner [name/address]	Applicant
Current zoning	WCP
Proposed use	Commercial Outside Storage
Construction start date	none
WAA	

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>	
City Business License Permit Number (if applicable)	

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>Emma Merritt</u> (Signature)	By: _____ (Signature)
Name: <u>Emma Merritt for David Roemhildt</u> (Type/Print)	Name: _____ (Type/Print)
Date: <u>7/2/2019</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? Planning Commission: City Council:	
Staff review date/reviewer name:	
Planning Commission final action:	
City Council final action:	
Other:	

SITE PLAN REVIEW 18.42

A zoning compliance permit for property within the City of Cordova **expires eighteen (18) months after the date it is issued.** Excavation is not considered construction.

1. Please describe the proposed construction/alteration and intended use: outside commercial storage

2. Please give dimensions and square footage of construction: none

3. Intended use: { } Single Family { } Duplex { } Multifamily {X} Commercial/Industrial
{ } Home Occupation (describe) _____ { } Mobile Building { } Change of use

4. No. of Living Units: 0 5. No. of Bedrooms: 0
{ } Yes { } No

6. Has a variance been granted? { } Yes { } No

7. Is there a new: { } Garage? { } Carport? Is it attached to the residence? { } Yes { } No

8. Is there an apartment above the garage? { } Yes { } No

9. Off-street parking: Existing _____ Proposed 8

10. Required Setbacks: Front 15' Left Side 5' Right side 5' Rear 5' Height 20'

11. Proposed Setbacks: Front 15' Left Side 5' Right side 5' Rear 5' Height 20'

12. Sewage Disposal: none
{ } Private marine outfall: { } Existing { } New Specify owner/location: _____
{ } Private on-site sewer: { } ADEC Certification Attached

NOTE: Property owners with a private system need an ADEC permit showing sewer system is operational before Permit can be issued. Please contact ADEC at (907) 225-6200

13. Water supply: { } Cistern (show on site plan) { } City none

14. Is the construction occurring on a grandfathered structure (build prior to August 7, 1967)? no

15. Is there a building currently on the property? { } Yes {X} No

16. Which licensed surveyor will be doing your foundation/as-built Survey? none

17. Is your driveway exit and adjoining roads shown on the site plan? {X} Yes { } No
Are you building a new driveway that exits onto a State road or highway? { } Yes {X} No
If YES, an ADOT Driveway Permit is required. (See bottom page 4)

18. Does this property contain drainages, creeks, wetlands, or other water features? { } Yes {X} No
Does your lot abut salt water? {X} Yes { } No
Have you or will you be using fill to develop your lot? { } Yes {X} No

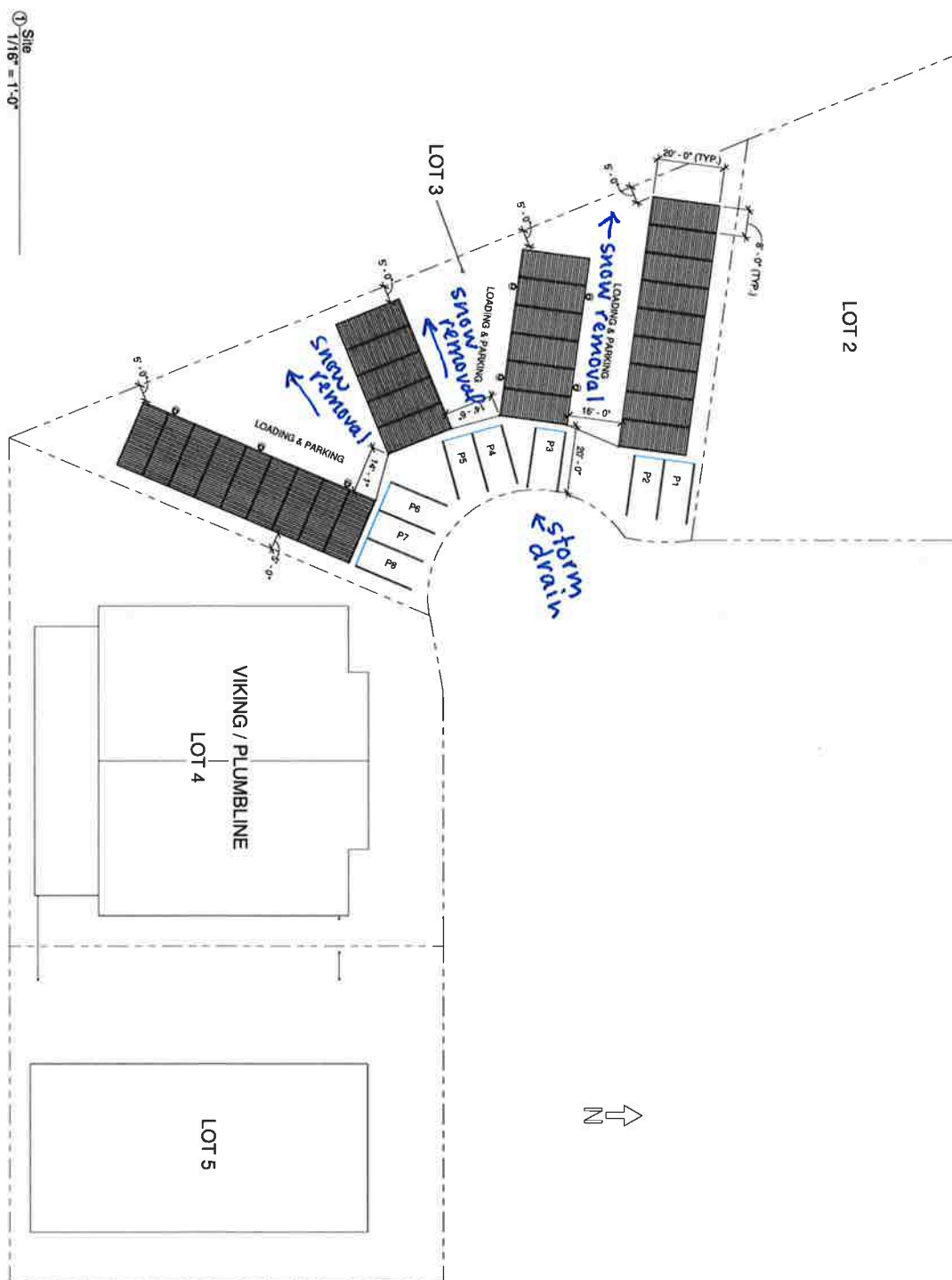
(If you answered YES to any of the above three questions, you may need to contact the U.S. Army Corps of Engineers or other State agencies about additional permitting requirements.. Please see Planning staff for information.)

19. Is this permit for a tax-exempt use? { } Yes {X} No

20. Has a Conditional Use Permit been issued? {X} Yes { } No

21. Is this permit for a mobile building? { } Yes {X} No
Year _____ Model _____ Serial No. _____

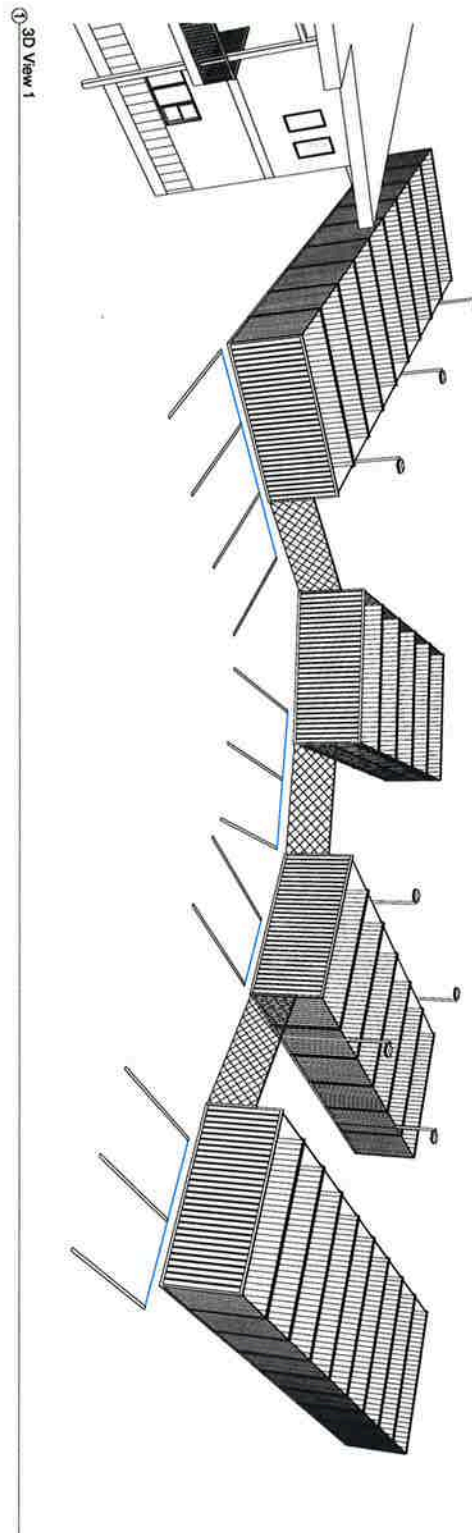
22. Is your property within a Flood Plain or Coastal Zone? (see staff for interpretation) yes No
Elevation Certificate/Flood Hazard form attached



* 21 FEBRUARY 2019 * ENGINEER BASE *

REV NO: DATE

"IX17 DRAWINGS ARE HALF THE INDICATED SCALE"

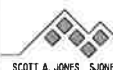


* 21 FEBRUARY 2019 * ENGINEER BASE *

A5.1


DR: KK
CK: SAJ
DT: 21 FEB 19
JB: FACILITY
DWG: 3D

VIKING BUILDING
FACILITY CONTRACTORS



SAJJ ARCHITECTURE, LLC
SCOTT A. JONES SJONES@SAJJARCHITECTURE.COM ANCHORAGE, AK 99502

REV NO: DATE


ALASKA MARINE LINES


Barge Service to Alaska and Hawaii

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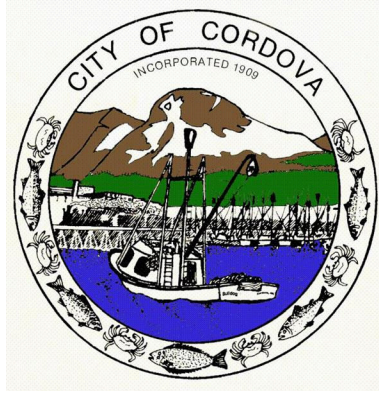
Alaska Marine Lines Equipment

[Overview](#)
[► Dry Containers](#)
[Platforms](#)
[Refrigerated Containers](#)
[Bulk Tank](#)
[Wheeled Equipment](#)
[Marine Equipment](#)
[Empty Equipment Form](#)



Dry and Insulated Container Equipment

	OAW	OAL	Length	Width	Height	Cubic feet	Tare	Payload*	Gross*	Highway Max*
Dry	Standard	96" wide	20'	19'4"	7'8"	1,132	5,640	49,270	54,910	32,500
Dry	Standard	96" wide	20'	19'4"	7'8"	1,149	5,000			
Dry	Standard	96" wide	40'	39'5"	7'9"	2,329	8,900			
Dry	Highcube	96" wide	20'	19'4"	8'9"	1,303	5,900			
Dry	Highcube	96" wide	40'	39'5"	8'9"	2,657	9,550			
Dry	Highcube	96" wide	40'	39'6"	8'10"	2,686	10,490	56,710	67,200	42,500



AGENDA ITEM # 9c

Planning Commission Meeting Date: 8/13/19

PLANNING COMMISSION COMMUNICATION FORM

FROM: Planning Staff

DATE: 8/7/19

ITEM: Resolution 19-08 – Capital Improvement List

NEXT STEP: Pass Resolution

☐ INFORMATION
☐ MOTION
☒ RESOLUTION

I. REQUEST OR ISSUE:

The Planning Commission is required by the City Code to:

Submit annually to the city council, not less than ninety days prior to the beginning of the budget year, a list of recommended capital improvements which in the opinion of the commission are necessary or desirable to be constructed during the forthcoming three-year period. Such list shall be arranged in order of preference, with recommendations as to which projects shall be constructed in which year (CMC 3.40.080 E).

II. RECOMMENDED ACTION / NEXT STEP:

The current draft of Resolution 19-08 contains the list recommended and presented to City Council in 2018. After making the motion to approve the resolution, the commission can discuss and make changes to the list. This list can be reviewed and discussed at more than one meeting if the commission desires.

Ideally, the commission should amend the resolution once with the new, updated list.

“I move to approve Resolution 19-08.”

III. FISCAL IMPACTS:

The city is dealing with financial challenges which will likely continue to limit capital expenditures for the 2020 budget.

IV. BACKGROUND INFORMATION:

Last year’s Capital Improvement List recommended to City Council by Resolution 18-07 was as follows:

1. Contract to Develop and Implement Addressing Database - \$25,000 - \$60,000
2. To create a Shovel Ready Project that provides for public safety, additional parking and ADA accessible sidewalks to be used in grant/loan applications. Design parking and walkway on north side of Harbor - \$122,013
 - Shovel-ready design
 - Walkway to meet ADA standards
 - To extend in harbor 25 feet
 - Includes contract services from engineer
 - Based on the cost from South Fill report with engineering at 15% of project cost
3. To create Shovel Ready Projects that provide for public safety and ADA accessible sidewalks which to be used in grant/loan applications. Design streets and sidewalks on Second Street from Council to Copper River Highway - \$70,000-\$100,000
 - Shovel-ready design
 - Includes ADA sidewalks and drainage
 - Survey work completed
 - Extensive drainage work
4. To create Shovel Ready Projects that provide for public safety and ADA accessible sidewalks which to be used in grant/loan applications. Design streets and sidewalks on Railroad Avenue from Nicholoff to Council and Council from Railroad to First Street - \$25,000-\$35,000
 - Shovel-ready design
 - Includes ADA sidewalks and drainage
 - Nicholoff to Water currently has drawings, but need update
 - Water to Council needs drawings

V. LEGAL ISSUES:

N/A

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

N/A

VII. SUMMARY AND ALTERNATIVES:

N/A

**CITY OF CORDOVA, ALASKA
PLANNING COMMISSION
RESOLUTION 19-08**

**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**

WHEREAS, the City of Cordova's Planning Commission is directed by Cordova Municipal Code 3.40.080(E) to *Submit annually to the City Council, not less than ninety days prior to the beginning of the budget year, a list of recommended capital improvements which in the opinion of the commission are necessary or desirable to be constructed during the forthcoming three-year period. Such list shall be arranged in order of preference, with recommendations as to which projects shall be constructed in which year; and*

WHEREAS, the City of Cordova's Planning Commission has identified and prioritized a Capital Improvement List that will benefit the citizens of Cordova; and

WHEREAS, the City of Cordova's Planning Commission has identified the following Capital Improvement List as being critical to the future wellbeing and economy of Cordova and the surrounding area:

1. Contract to Develop and Implement Addressing Database - \$25,000 - \$60,000
2. To create a Shovel Ready Project that provides for public safety, additional parking and ADA accessible sidewalks to be used in grant/loan applications. Design parking and walkway on north side of Harbor - \$122,013
 - Shovel-ready design
 - Walkway to meet ADA standards
 - To extend in harbor 25 feet
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 - Shovel-ready design
 - Includes ADA sidewalks and drainage
 - Nicholoff to Water currently has drawings, but need update
 - Water to Council needs drawings

NOW, THEREFORE BE IT RESOLVED THAT the Planning Commission of the City of Cordova, Alaska hereby recommend a capital improvement list to the City Council of the City of Cordova, Alaska.

PASSED AND APPROVED THIS 13TH DAY OF AUGUST, 2019

ATTEST:

Tom McGann, Chair

Leif Stavig, City Planner

PLANNING COMMISSION REGULAR MEETING
AUGUST 13, 2019

2019 AUGUST

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	01	02	03
04	05	06	07 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 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	23	24
25	26	27 6:00 PM - Parks and Recreation Commission Regular Meeting (Cordova Center Rooms A & B)	28	29 6:00 PM - CCMC Board Regular Meeting (CCMC Conference Room)	30	31
01	02	03	04	05	06	07

2019 SEPTEMBER

PLANNING COMMISSION REGULAR MEETING AUGUST 13, 2019

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