

**Chair**

Tom McGann

**Commissioners**

Scott Pegau

John Baenen

Allen Roemhildt

Nancy Bird

Chris Bolin

Trae Lohse

**City Planner**

Leif Stavig

**PLANNING COMMISSION SPECIAL MEETING  
AUGUST 29, 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. DISCLOSURES OF CONFLICTS OF INTEREST AND EX PARTE COMMUNICATIONS**

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

a. Guest Speakers

b. Audience comments regarding agenda items (3 minutes per speaker)

**6. NEW/MISCELLANEOUS BUSINESS**

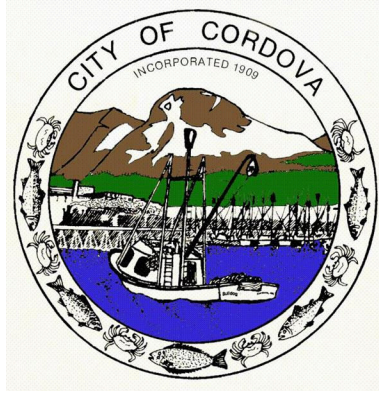
a. Final Plat Approval for R-D-G Warehouse Subdivision Addition #1 .....Page 2

b. Site Plan Review for Commercial Outside Storage for David Roemhildt .....Page 9

**7. AUDIENCE PARTICIPATION**

**8. COMMISSION COMMENTS**

**9. ADJOURNMENT**



## **AGENDA ITEM # 6a**

### **Planning Commission Meeting Date: 8/29/19**

#### **PLANNING COMMISSION COMMUNICATION FORM**

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**FROM:** Planning Staff

**DATE:** 8/7/19

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

**NEXT STEP:** Motion

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☐ INFORMATION  
☒ MOTION  
☐ RESOLUTION

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#### **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:**

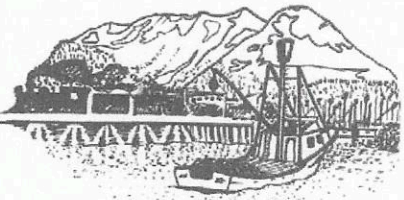
Staff findings:

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:	P.O. 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 <del>DE</del> 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 <sup>th</sup> 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](mailto: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.

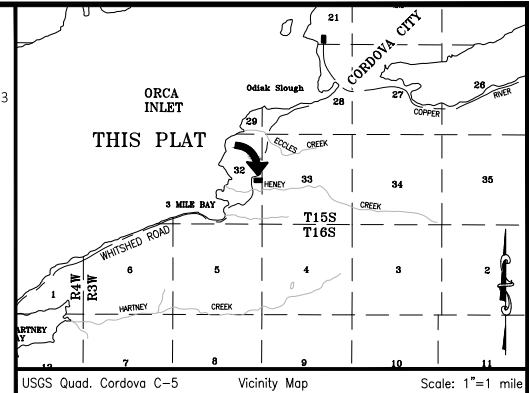
**APPLICANT CERTIFICATION**

*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



**OWNERSHIP DEDICATION**  
We hereby certify that we are the owners of the property shown and described hereon. We hereby request approval of this plat showing such easements for public utilities, roadways, and alleys dedicated for public use.

Carl Burton II \_\_\_\_\_ Date  
P.O. BOX 1404  
Cordova, Alaska 99574  
(Tract 2-C)

**NOTARY'S ACKNOWLEDGMENT**  
Subscribed and sworn to before me this \_\_\_\_\_ Day of \_\_\_\_\_  
2019, for \_\_\_\_\_

Notary Public for the State of Alaska  
My Commission Expires \_\_\_\_\_

Robert Eckley \_\_\_\_\_ Date  
P.O. BOX 1274  
Cordova, Alaska 99574  
(Tract 2-E)

Deb Eckley \_\_\_\_\_ Date  
P.O. BOX 1274  
Cordova, Alaska 99574  
(Tract 2-E)

**NOTARY'S ACKNOWLEDGMENT**  
Subscribed and sworn to before me this \_\_\_\_\_ Day of \_\_\_\_\_  
2019, for \_\_\_\_\_

Notary Public for the State of Alaska  
My Commission Expires \_\_\_\_\_

CORDOVA RECORDING DISTRICT

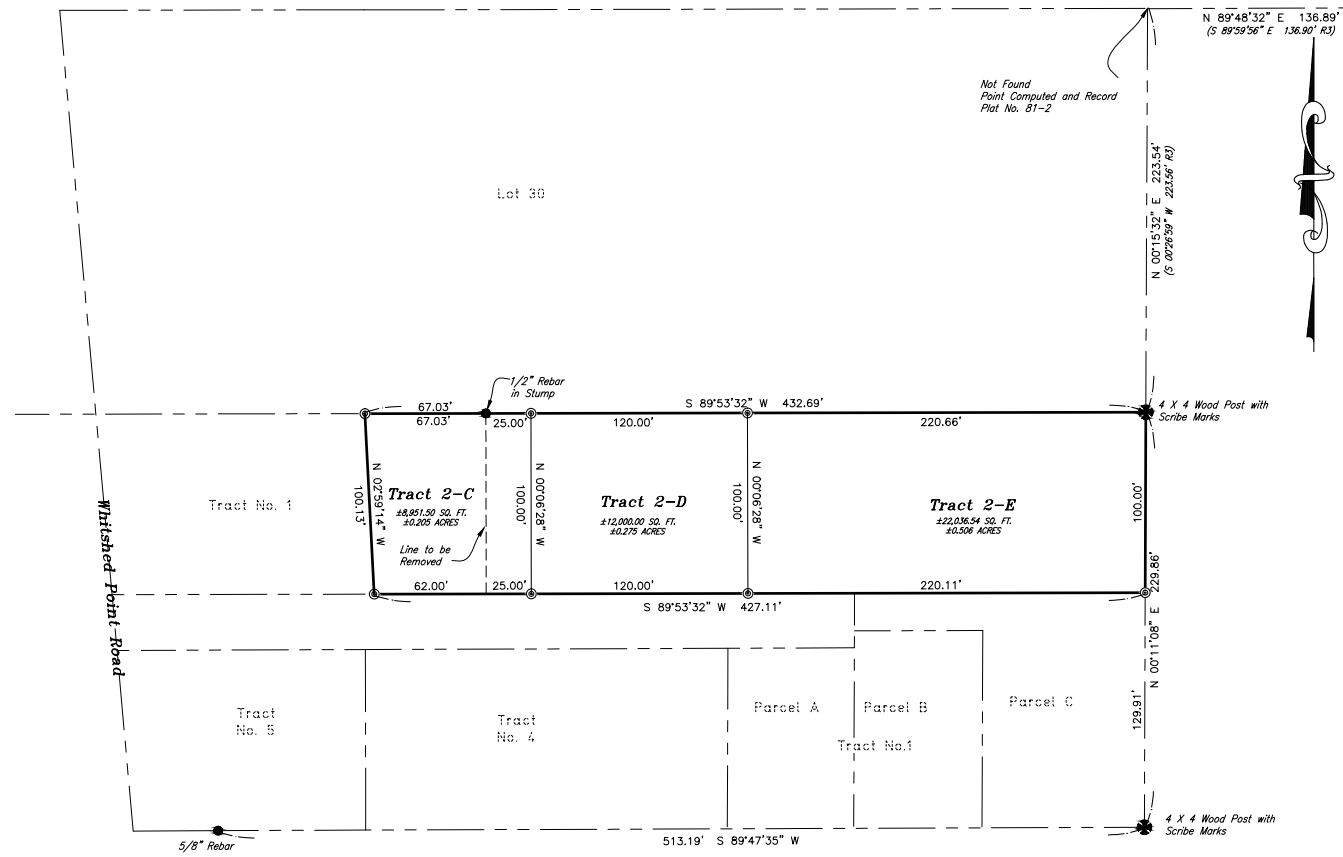
**A PLAT OF**  
**R-D-G WAREHOUSE SUBDIVISION Addition # 1**  
**creating**  
**Tract 2-C, Tract 2-D & Tract 2E**

**A SUBDIVISION OF**  
**Tract 2-A & Tract 2B, Lot 31, U.S. Survey No. 3601,**  
**Plat No. 85-1**

**SITUATED WITHIN**  
**Section 26, T. 15 S., R. 3 W., Copper River Meridian, Alaska**

**Farpoint Land Services, LLC**  
SURVEYING, MAPPING, LAND PLANNING, GIS  
1131 E. 76th Ave., Suite 101 Anchorage, AK 99518  
FarpointAK.com • (907) 522-7770 • survey@farpointak.com

WORK ORDER NO:	DATE:	SCALE:	SHEET:
19012	07/12/2019	1" = 50'	1 of 1
DRAWN BY:	CHECKED BY:	GRID NO:	FB BOOK/PAGE:
JLA	MJH	N/A	N/A
DRAWING NAME:			19012



- LEGEND**
- FND. MONUMENT
  - SET 5/8" REBAR W/2" AI Cap
  - FND. 5/8" REBAR
- (XXXXXX) RECORD AS PER PLAT NO. 93-SRS
- (P) PRORATED THIS SURVEY
- (R+M) RECORD AND MEASURED
- SUBJECT BOUNDARY LINE
- INTERIOR BOUNDARY LINE
- ADJACENT BOUNDARY LINE
- SURVEY TIE

**PLAT APPROVAL**

This plat conforms to the requirements of the city of Cordova Planning and Zoning commission and is hereby accepted as the official plat, subject to any and all conditions and requirements of ordinance and law pertaining thereto.

City Manager \_\_\_\_\_ Date \_\_\_\_\_

Chairman, Planning & Zoning Commission \_\_\_\_\_ Date \_\_\_\_\_

Platting Official \_\_\_\_\_ Date \_\_\_\_\_

Justin Nuzzi \_\_\_\_\_ Date \_\_\_\_\_  
P.O. BOX 1274  
Cordova, Alaska 99574  
(Tract 2-D)

Tracey Nuzzi \_\_\_\_\_ Date \_\_\_\_\_  
P.O. BOX 1274  
Cordova, Alaska 99574  
(Tract 2-D)

**NOTARY'S ACKNOWLEDGMENT**  
Subscribed and sworn to before me this \_\_\_\_\_ Day of \_\_\_\_\_  
2019, for \_\_\_\_\_

Notary Public for the State of Alaska  
My Commission Expires \_\_\_\_\_

**TAX CERTIFICATIONS**  
All real property taxes are levied by the City of Cordova on the area shown on this plat have been paid through \_\_\_\_\_.

Attest: City Clerk \_\_\_\_\_ Date \_\_\_\_\_



**SURVEYOR'S CERTIFICATE**

I hereby certify that I am a registered professional land surveyor in the state of Alaska and that this plat represents the record dimensions of the lots. No field work was completed for this survey. All dimensional and other details are record and are true and correct to the best of my knowledge.

**Leif Stavig**

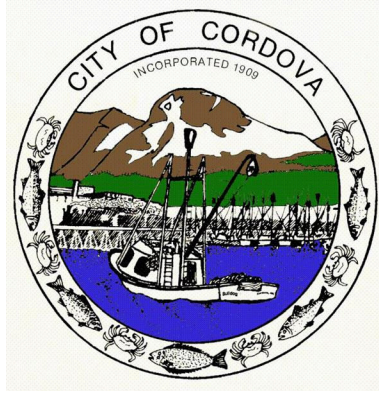
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**From:** John Grocott <grocottfisheries@gmail.com>  
**Sent:** Monday, August 05, 2019 9:08 AM  
**To:** Leif Stavig  
**Cc:** grocottfisheries@gmail.com  
**Subject:** Tracey Nuzzi subdivision.

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 # 6b**

### **Planning Commission Meeting Date: 8/29/19**

#### **PLANNING COMMISSION COMMUNICATION FORM**

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**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

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☐ INFORMATION  
☒ MOTION  
☐ RESOLUTION

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#### **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. <b>Note :</b> <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><b>Appeal Procedures:</b> 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

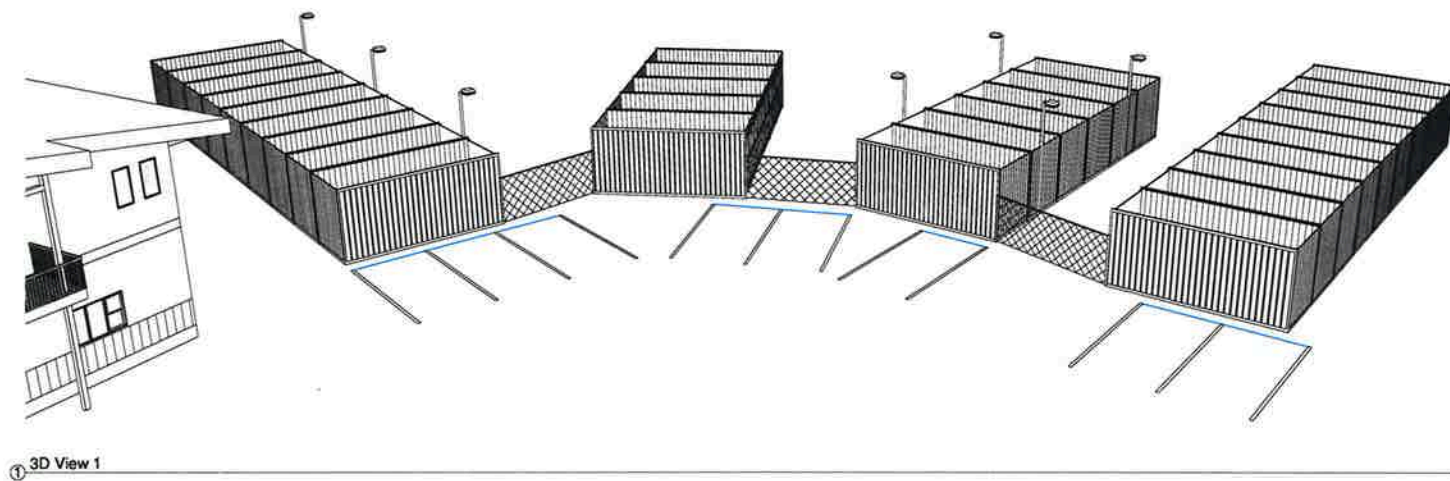
20. Has a Conditional Use Permit been issued? {X} Yes { } No

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







① 3D View 1

"1/8\"=1'-0\" DRAWINGS ARE HALF THE INDICATED SCALE"

\* 21 FEBRUARY 2019 \* ENGINEER BASE \*

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

A5.1

VIKING BUILDING

FACILITY CONTRACTORS

SAJJ ARCHITECTURE, LLC  
SCOTT A. JONES SCOTT@SAJJARCHITECTURE.COM ANDROMACHE, AR 99032

REV NO: DATE

## Alaska Marine Lines Equipment

Overview

► Dry Containers

Platforms

Refrigerated Containers

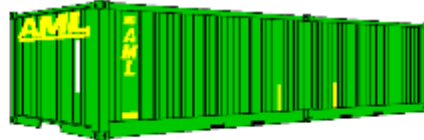
Bulk Tank

Wheeled Equipment

Marine Equipment

Empty Equipment Form

## Dry and Insulated Container Equipment



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