

PLANNING COMMISSION REGULAR MEETING
FEBRUARY 4, 2014 @ 6:30 PM
LIBRARY MEETING ROOM
MINUTES

1. Call to order

Chairman **Tom Bailer** called the Planning Commission Regular Meeting to order at 6:30 PM on February 4, 2014 in the Library Meeting Room.

2. Roll Call

Present for roll call were Chairman **Tom Bailer** and Commissioners **John Greenwood, Tom McGann, Scott Pegau, John Baenen, and Allen Roemhildt.**

Also present was City Planner, **Samantha Greenwood.**

3. Approval of Agenda

M/Greenwood S/McGann to approve the Regular Agenda.

Upon voice vote, motion passed 6-0.

Yea: Bailer, McGann, Pegau, Baenen, Greenwood, and Roemhildt.

Nay: None.

Absent: Reggiani

4. Approval of Consent Calendar

a. Minutes of 01-07-14 Planning Commission Regular Meeting

M/Greenwood S/Pegau to approve the Consent Calendar.

Upon voice vote, motion passed 6-0.

Yea: Bailer, McGann, Pegau, Baenen, Greenwood, and Roemhildt.

Nay: None.

Absent: Reggiani

5. Disclosure of Conflict of Interest

None.

6. Correspondence

a. Update from FEMA Flood Maps

S. Greenwood explained that she is waiting for confirmation from state officials on the timeline to review the preliminary flood maps as they need to be reviewed and resubmitted to the state by the end of February. She stressed the importance of reviewing the maps very carefully b/c those homeowners affected will need to purchase flood insurance and if the maps aren't accurate, it can be very time consuming to get out of the flood zone.

7. Communications By and Petitions from Visitors

a. Guest Speakers

None.

b. Audience comments regarding items on the agenda

D. Reggiani arrived at the meeting at 6:35 pm.

Tim Joyce addressed the Commission regarding his proposal for one-way streets around the ball field next to the high school. His reasons are 1) safety for traffic leaving the school area and coming down Second Street trying to cross or enter the highway; and 2) coming around that way would deliver students to the front door of the school on the passenger side of the vehicle so they wouldn't have to walk across the street to get to the door; and 3) having the ball field so close, allowing people to go one way would eliminate congestion and kids wouldn't have to worry so much about traffic.

Joyce provided options: 1) do nothing; 2) make one part of the loop one-way which would cut off the traffic coming out onto CRH while still leaving two-way traffic on the other side. If did both streets, coming around the corner would allow people to come in, negotiate and go around which he has seen many people do already.

Dean Currin, 110 Sawmill Avenue, expressed concern for Joyce's proposal stating that it will box him in. He moves his boat in and out of his driveway every fishing period. He leaves through Sawmill Avenue b/c he can make that corner. He drives up the hill by the school and then down Sawmill Avenue to his house b/c he can't make the corner from the highway onto Sawmill Avenue with his boat. It will also block in Samuelson's house. He has lived there since 1995 and there has never been an accident that he is aware of.

George Wintle, Police Chief, PO Box 475, Cordova, as Chief. Commented on Joyce's proposal. He favors the entire loop around the ball field being one-way rather than one section of the loop. He is not aware of blockage that occurs with little league.

Emergency services would need to be able to enter the area during emergencies.

T. Bailer expressed appreciation to Chief Wintel for the police directing traffic after games.

Theresa Keel, School Superintendent, 1013 Whitshed Road. Has observed traffic flow at drop off and pick up times at the high school and does not see people coming up Sawmill Avenue to drop off and pick up their kids. Does not feel having the road one-way will change activity. It might help with traffic flow during large events. If the change went into affect, the school would educate the public by asking parents to drop off their kids on the school-side of the street. She recommended that the City have traffic data on hand to support this change before doing so.

c. Chairpersons and Representatives of Boards and Commissions
None.

8. Planner's Report

S. Greenwood provided copies of the Resolution for the land disposal maps to the Commission at the meeting. Recommended motion needs to be changed to include 14-03 and not 14-04. **T. Bailer** asked about the last item in S. Greenwood's report: "Working with Eagle Contracting and Malvin to get an agreement in place on 2 inch 1 sewer line and lift station." **S. Greenwood** explained that this pertains to Leif Jacobson's house located across from the baler. He wanted to hook up City sewer to his lot which sits in a low area requiring a lift station. The City usually requires 4 inch pipe for sewer lines. Don Sjostedt has installed some muni pump lift stations that have a very good track record so the City has made an agreement to allow a 2 inch line and a lift station. The City will not take any responsibility for the 2 inch line since it does not meet City standards. This will allow the Jacobson's to get off their septic system as it is very old. The agreement will be recorded and will run with the land so that future property owners will accept the agreement as well.

Manager Randy Robertson was present to explain his goals for combining the Public Works and Planning Departments. It's been his experience that these two departments report to the City Engineer. 1) Combining the two departments brings them together to provide better operational efficiency when considering projects. One instance, with the expansion of Camtu's business, during the planning process, many components of the public works side such as water, storm water treatment, and sewage were not discussed at the beginning but later in the process. It would have been more beneficial to have everybody at the table in the beginning to consider all the issues involved. Another instance occurred in the LT2 process which

will involve relocating lines, construction, right-of-way issues—all part of the same process.

2) He also plans to staff two new positions: a code enforcement officer and a building codes officer. Without these officials, the City is providing enforcement haphazardly. **R. Robertson** met with Sam within his first two months of being with the City to discuss her position. He feels that she is not utilized to her potential in just her roll as Planner. These positions provide leadership and professional development opportunities for Sam and whoever is in the Public Works director position.

3) Public Works Department needs some administrative support to process paper work, worker's comp claims, etc. in all the departments under the Public Works director.

D. Reggiani clarified that the Planning Department would become part of the Public Works Department.

9. NEW/MISCELLANEOUS BUSINESS

a. Discussion of proposed One Way Street – Sawmill Avenue (Discussion)

D. Reggiani asked Police Chief Wintle about the possibility of a traffic light at the intersection where Sawmill Avenue, South Second Street, and Fisherman Avenue all meet the highway. Wintle explained that it would be difficult and costly due to the angle of the roadway because Sawmill Avenue would require a separate light.

D. Reggiani also asked Chief Wintle about blockage on Sawmill Avenue to the kids going back and forth to the tot park while games are being held. Wintle suggested that since the games are held during the summer while school is not in session, that the traffic on Sawmill Avenue should be less. Since the season lasts about a month, he would support shutting the street down during that time if that's what the City prefers.

S. Pegau supports community education if the City makes Sawmill Avenue one way.

T. McGann doesn't see a problem. If people drive courteously, it shouldn't matter which direction they drive the loop.

J. Greenwood doesn't see a problem and hasn't been aware of a problem. People need to drive responsibly.

J. Baenen is not aware of a problem.

A Roemhildt recognizes potential for an accident in the intersection when there are people coming from all three directions, and trying to enter the highway; however, making Sawmill Avenue one-way could lessen that potential.

J. Greenwood has experienced problems from people coming down the hill on the highway, moving at a higher speed, especially when the light isn't flashing.

D. Reggiani supports one-way option. Needs more time to ponder. Recommended the Chief to look into traffic lights. The area is dark during winter, especially after basketball games. Crosswalks not lit very well.

S. Greenwood explained that DOT is looking into placing some brighter overhead lights at the intersection of Second Street and Copper River Highway.

Chief Wintle agreed that enforcement after games and better lighting in the intersection would enhance safety.

Superintendent Keel explained that the School is working with NVE to possibly get lights that are human driven. When someone approaches the intersection on foot, they press a button and the light will flash indicating someone is in the crosswalk. The school will pursue this as a possible grant opportunity. If it doesn't work out, she will approach the City about keeping the school zone signs, eliminating the flashing lights, and using mechanical lights that can be turned on to let people know there is somebody in the crosswalk.

T. Bailer supports using a flashing sign that shows your speed in the school zones as done in Anchorage.

J. Baenen suggested getting input from residents in the affected area.

S. Greenwood will do more research on lighting, and she will work with Chief Wintle and Ms. Kiel, maybe the Community Hour students could collect data.

b. 2014 Land Disposal Maps

M/S. Pegau S/J. Greenwood to approve Resolution 14-04, a resolution of the Planning and Zoning Commission of the City of Cordova, Alaska, recommending land disposal maps to the City of Cordova's City Council.

On page 26, the Old Town Area, the lots shaded in red as "Unavailable", north of the Water Tank, on Fifth Street: **S. Greenwood** explained that these three lots could be sold and developed. It would require some work to improve access. The Commission concurred to change the status of these three lots to "Available".

Page 29 and 30. **S. Greenwood** explained that since Camper Park and Ball Field properties were developed using federal funds, that they have to remain a recreational use, so if the City sells these properties, this restriction will need to be included on the deed. To change the land use, the owner will have to apply through the same federal grant process as when the land was developed.

Page 22, there was discussion about making the City Impound lot available for sale. Per **S. Greenwood**, this is a nonconforming lot. Per the attorney, this lot can be sold with disclosures about the nonconformity and development with regard to setback requirements. The City is looking into relocating the Impound area to another City-owned lot that is already locked up and unavailable such as the Water Sewer Treatment Plant or the Fire Substation at 5 Mile. The Commission concurred to make this lot available for sale to the public.

Page 22, the lot to the north of Bayside Storage, **D. Reggiani** supported making this lot available for sale. He also supported consideration of the lot across from Bayside Storage currently used for boat trailer parking.

It was suggested to refer to this item back to staff, have the Harbor Commission come back in with their master plan, and solicit input from the Harbormaster on changing the status of these two lots. **J. Greenwood** did not support making the lot currently used for boat trailer parking available for sale until another lot is made available for boat trailer parking.

M/D. Reggiani S/S. Baenen to postpone the motion until the next meeting with the caveat that the Harbormaster is expected to come forward with a report.

Upon voice vote, motion passed 6-1.

Yea: Bailer, Reggiani, Greenwood, McGann, Baenen, Roemhildt

Nay: Pegau

10. OLD BUSINESS

a. Discussion of Comprehensive Plan Update

S. Greenwood distributed the bid from Agnew and Beck for \$25,000. There is \$35,000 in the budget.

After discussion, the Commission concurred to direct the Planner to get an outline from Agnew and Beck on what they'll do for \$35,000 and have it available for the next meeting.

11. PENDING CALENDAR

The March meeting will take place on Tuesday, March 11th.

12. AUDIENCE PARTICIPATION

Tim Joyce, 1001 Pipe Street. 1) Thanked the Commission for taking up the issue with the intersection. He brought it up to try to get some public discussion and involvement by the neighbors. 2) Asked what Agnew and Beck provided regarding a lands study that was done in the last year. Per **S. Greenwood**, the goal of that project was to focus on the South Fill Commercial area, the need for expansion or not, and to develop a community based plan and ideas to move forward with. The document produced from the study is available on the City's website. No plan was actually determined, but the contractor did provide a list of options.

Dean Currin, 110 Sawmill Avenue. 1) Thanked the Commission for listening to his concerns and is available to discuss the proposal anytime. 2) With regard to the north lot with the boat ramp, Bill Bernard had tried to launch his personal boat last year, but some commercial boats had blocked the access. He cautioned the Commission that the bowpickers were being pulled out and left in the way of others trying to access the ramp.

13. COMMISSION COMMENTS

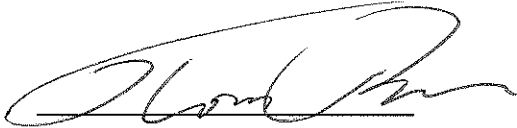
Bailer: Concerned that the Planning Commission is willing to pay \$35,000 to someone to do the Comp Plan, but the Harbormaster has no money in his budget to

formulate a plan yet it has to be done. He stressed that the Harbormaster needs time and support to produce a plan.

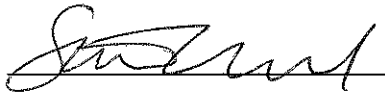
14. ADJOURNMENT

M/D. Reggiani S/McGann moved to adjourn the regular meeting at 8:57 pm. With no objection, the meeting was adjourned.

Approved:

A handwritten signature in black ink, appearing to read "Tom Bailer", written over a horizontal line.

Tom Bailer, Chairman

A handwritten signature in black ink, appearing to read "Samantha Greenwood", written over a horizontal line.

Samantha Greenwood, City Planner