

Chairman

John Greenwood

Commissioners

Tom Bailer

Tom McGann

Scott Pegau

John Baenen

Allen Roemhildt

Mark Frohnapfel

City Planner

Samantha Greenwood

Assistant Planner

Leif Stavig

PLANNING COMMISSION SPECIAL MEETING

FEBRUARY 25, 2015 AT 6:45 PM

LIBRARY MEETING ROOM

AGENDA

1. CALL TO ORDER

2. ROLL CALL

Chairman John Greenwood, Commissioners Tom Bailer, Tom McGann, Scott Pegau, John Baenen, Allen Roemhildt, and Mark Frohnapfel

3. APPROVAL OF AGENDA (voice vote)

4. DISCLOSURES OF CONFLICTS OF INTEREST

5. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

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

6. NEW/MISCELLANEOUS BUSINESS

a. Variance Request – Roemhildt Holdings LLCPage 2-14

7. UNFINISHED BUSINESS

a. Site Plan Review – Roemhildt Holdings LLCPage 15-38

8. AUDIENCE PARTICIPATION

9. COMMISSION COMMENTS

10. ADJOURNMENT

Memorandum

To: Planning Commission
From: Planning Staff
Date: 2/20/15
Re: Variance Request – Roemhildt Holdings LLC

PART I – GENERAL INFORMATION

Requested Actions: Variance from parking requirements in CMC 18.39.090 and 18.48
Applicant: Roemhildt Holdings LLC
Owner Name: David and Bootslyn Roemhildt
Address: 125 Harbor Loop Rd.
Legal Description: Lot 5, Block 2, South Fill Development Park
Parcel Number: 02-473-138
Zoning: Waterfront Commercial Park District
Lot Area: 12,858 sq. ft.
Attachments: Attachment A: Location Map
Attachment B: Summary from the February 10, 2015 Regular Meeting
Attachment C: Parking Plan from Site Plan Review
Variance Application

PART II – BACKGROUND

2/10/15 – At the Planning Commission Regular Meeting, Roemhildt Holdings had their Site Plan reviewed by the commission. The site plan was referred back to staff so that the Roemhildts could request a variance for the parking requirements and provide additional information in their drawings. See attached summary for the motions and discussion on the Site Plan.

PART III – REVIEW OF APPLICABLE CRITERIA & SUGGESTED FINDINGS

18.48.060 Off-street parking requirements.

Any structure or building hereafter erected, converted or enlarged for any of the following uses shall be provided with not less than the minimum spaces as set forth below. Fractional numbers of required parking spaces shall be increased to the next whole number.

8. *General stores. One space for each six hundred square feet of gross floor space.*

18.39.090 Required off-street parking and loading.

A. *Parking areas and drives shall be limited to fifty percent of the required front yards to provide for landscaping, pathways, or similar nonvehicular improvements.*

18.64.020 Variances.

An application has been filed pursuant to this section of code. Below is the review of the variance criteria.

PART IV – SUGGESTED FINDINGS

The application shall contain a statement and adequate evidence showing the following conditions, all four of which must exist before a variance may be granted.

- a. *That there are exceptional physical circumstances or conditions applicable to the property or to its intended use or development which do not apply generally to the other properties in the same land use district.*

While there are not exceptional physical circumstances for this lot, there are conditions applicable to the use of this lot that make the parking requirements unrealistic. The intended use of the building is to sell plumbing, heating, and hardware supplies. The customers will have a quick in-store turnaround time. Since the customer base is “in and out,” 10 parking spaces will be adequate to meet the needs of the building.

- b. *That the strict application of the provisions of this title would result in practical difficulties or unnecessary hardship.*

The strict application of CMC 18.39.090 and 18.48 would impose requirements on a permitted principal use that would reduce the available space for development. As with other business in the Waterfront Commercial Park District, there are multiple retail opportunities being offered in one building. Providing multiple businesses in one building is a strategy that offers a sustainable business opportunity for the land owner. This strategy requires a larger building and provides the City with local opportunities that may otherwise not be possible. Accommodating 22 parking spaces for a retail building is unnecessary for Cordova as it is highly unlikely that that many people would be at the store simultaneously. The strict application of these sections of code would also impose requirements that have not been applied equally across the board for the Waterfront Commercial district.

- c. *That the granting of the variance will not result in material damage or prejudice to other properties in the vicinity nor be detrimental to the public health, safety or welfare.*

The granting of this variance will not result in material damage or prejudice to other property owners. We have received concurrence from the public safety department that the granting of this variance will not be detrimental to the public health, safety and welfare.

- d. *That the granting of the variance will not be contrary to the objectives of the comprehensive plan.*

The granting of this variance will not be contrary to the comprehensive plan; it will help to meet the economic goal of enhancing the existing business and economic environment and attract a diversified economy that creates quality employment opportunities

PART V – SUGGESTED SPECIAL CONDITIONS

1. Parking will be developed as shown in Attachment C.

PART VI – STAFF RECOMMENDATION

Overall, the facts above support the variance request from Roemhildt Holdings as they have met the requirements. The granting of this variance and requiring the parking to be developed as shown in

Attachment C is in the best interest of the City of Cordova. The commission has acknowledged that the amount of parking spaces required is unnecessary and intends to address their concerns at a later time with a code change.

PART VII – SUGGESTED MOTION

“I move that the Planning Commission grant the variance request from Roemhildt Holdings LLC for a variance from parking requirements in CMC 18.39.090 and 18.48 as contained in the staff report with the special condition.”

Attachment A: Location Map



Attachment B: Summary from the February 10, 2015 Regular Meeting

10. NEW/MISCELLANEOUS BUSINESS

a. Site Plan Review – Roemhildt Holdings LLC

M/McGann S/Baenen to recommend the City Council approve the Site Plan Review requested by Roemhildt Holdings LLC to construct a commercial/retail building on Lot 5, Block 2, South Fill Development Park based on the findings and with the special conditions as contained in the staff report.

McGann said that he is in favor of new retail buildings in town. He said he does have some problems with the application. Some of the required information for a site plan review has not been provided: the north arrow, the elevations are incorrectly labeled, there are no abutting properties shown, and there are no driveways shown. These are minor issues that could be corrected with a drawing revision. His biggest problem is with 18.48 and off-street parking and how the square footage is being calculated. The Code says one parking spot for each 600 square feet of gross floor space. “Floor area” is defined in 18.08 as the total of each floor of the building within the surrounding outer walls. In the application, Roemhildt Holdings says the area is 8,640 square feet. If you take out the numbers from the architect’s drawings the number is 11,654 square feet, which would require 20 parking spaces. The square footage based on the definition is about 13,000 square feet. The IBC definition for floor space would include even more.

Bailer asked that **S. Greenwood** explain how far out into the setbacks the eaves extend. **S. Greenwood** said that the last drawings show the eaves extending two feet into the setbacks, which meets the code. **Bailer** said that the plans show the snow being pushed to the rear of the lot, which is the slough. He wants to be sure it is noted that the commission is not okay-ing putting it into the water. With the issues that **McGann** brought up, he is leaning towards referring it back to staff to get the questions answered.

Pegau said that he also had concerns with the off-street parking. He said there is also supposed to be a space for off-street loading and unloading. When you’re looking at this size of a retail building without any ability to bring in a trailer or large vehicle for loading and unloading it doesn’t seem realistic. He is also concerned about buildings being so close to the edge of the lot and what that means for snow coming off the roof.

Baenen asked if there were issues with Camtu’s building having snow go into the neighbor’s property. **S. Greenwood** said that the current code allows the eaves to be two feet within the side setback. She said there wasn’t anything in the code that talks about snow shedding.

Pegau said that there mitigation devices to reduce the likelihood of shedding snow, but they have not made the changes to Chapter 18. The code still says that half the front yard is to be used for landscaping and he knows that no one has ever done it, but it is part of their code and if they are going to do what was in the site plan they will need a variance.

Baenen said that with Camtu’s building it has a similar footprint and number of parking spaces and the commission granted parking for that. **Bailer** said that if code is requiring a number of parking spaces than that is what they need to go by and if there is agreement that they need to lessen the number of required parking spaces then they need to go by that process. They can’t simply okay something just because the neighbor has less. **S. Greenwood** said that they had this same discussion for Camtu’s. **McGann** said that 22 parking spaces is way overboard, but this just illustrates that they need to get through Chapter 18. **Baenen** asked if this was a variance issue. **S. Greenwood** said it was discussed at Planning Commission meetings in the past and the commission acknowledged the amount of spaces needed and moved forward with the Site Plan.

M/Bailer S/Baenen to refer back to staff to get these issues addressed.

S. Greenwood clarified that the commission wanted the correct dimensions, the north arrow, abutting properties, easements, drawing elevations were mislabeled, a way to generate square footage, and a way to deal with offloading and parking spaces. *Baenen* asked if the issues were going to be addressed by a variance request. *Pegau* said that would be the proper way to do it. *Pegau* said that he would like to know if there is the intent to use snow arrestors on the roof.

Upon voice vote, motion to refer passed 7-0.

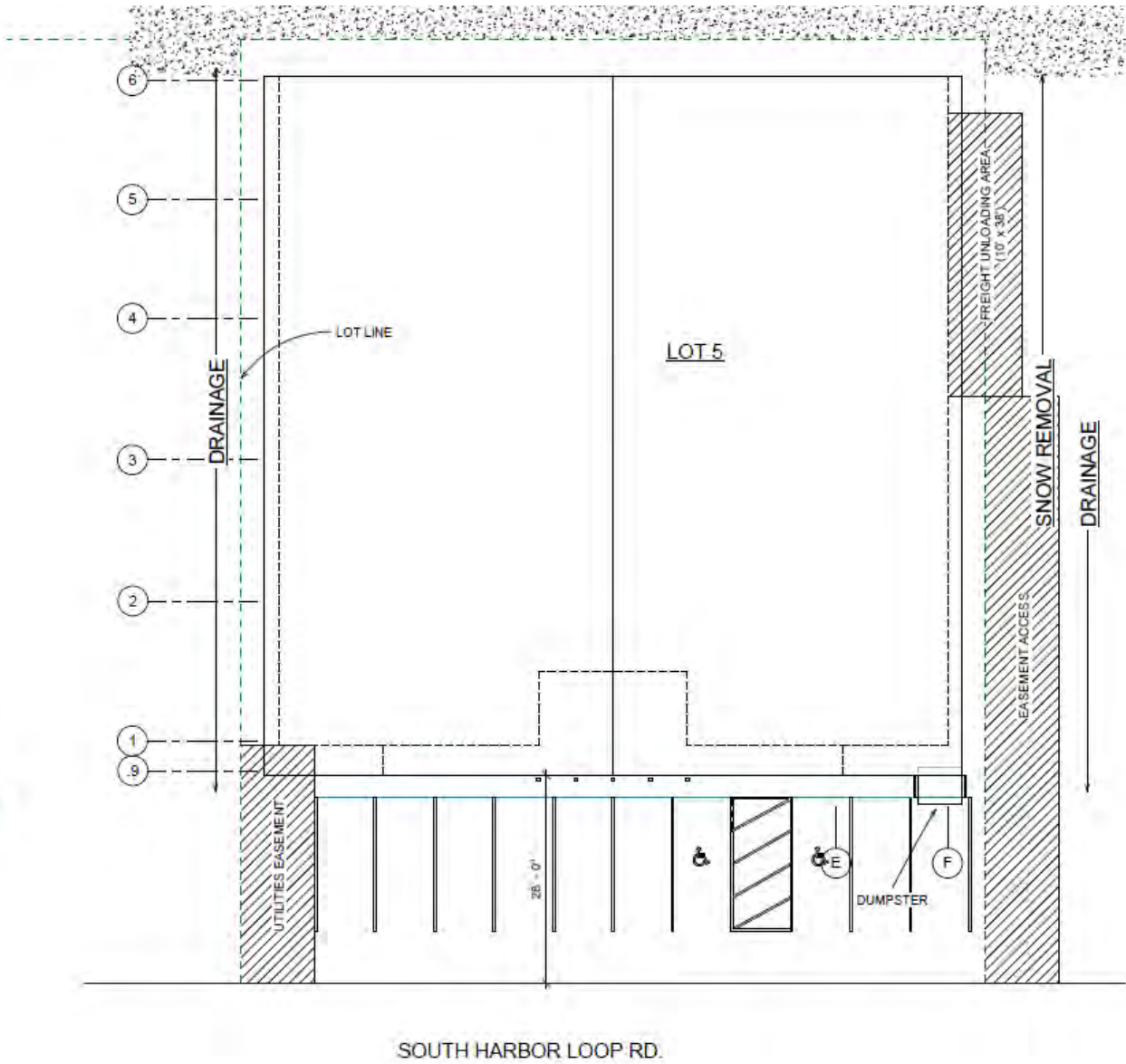
Yea: *Greenwood, Bailer, McGann, Pegau, Baenen, Roemhildt, Frohnapfel*

12. AUDIENCE PARTICIPATION

David Roemhildt, Mile 6 Copper River Highway, wanted to lend his support to the *Blackler's* project. He said he was unsure of what information they were trying to get for the variance request. For example, with the required parking spaces, if they intend to hold him to that, they need to say that. He would rather not go through the lengthy process of a variance request just to have it voted down. He's not upset with the decision making; he just wants to know what they are asking for. If he can't build to that size then he is not going to do it. This is the first he has heard of a parking requirement being imposed on anyone in the South Fill including his previous development.

Pegau said what he is looking for in the variance request is the justification for why the parking they are requesting is adequate. *Frohnapfel* asked where *Roemhildt* intends to resupply the building from with a five foot setback. *Roemhildt* said they were going to create a freight-way between the two buildings which would be the receiving area for both buildings.

Attachment C: Parking Plan from Site Plan Review



CITY OF CORDOVA



VARIANCE 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.*

APPLICANT INFORMATION	
Name	ROEMHILDT HOLDINGS LLC
Address	PO Box 2034, CORDOVA AK 99574
Telephone [home]	907 424 7765
Business Name	
Business Address	
Telephone [business]	907 424 7765
Business FAX	907 424 7768
Project architect/engineer	SCOTT JONES, SASS ARCHITECTURE
Address of architect/engineer	6375 KULL'S DR. ANCHORAGE, AK 99502
Telephone of architect/engineer	907 440 6606

PROPERTY/PROJECT INFORMATION	
Address of subject property	125 HARBOR LOOP ROAD
Parcel identification number	LOT 5, BLOCK 2 SOUTH FILL DEV. PARK
Property owner [name/address]	ROEMHILDT HOLDINGS, 2034, 99574
Current zoning	WCP
Proposed use	COMMERCIAL RETAIL
Construction start date	MARCH 15, 2015

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)	6997

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>David Roemhildt</u> (Signature)	By: <u>Bootslyn Roemhildt</u> (Signature)
Name: <u>DAVID ROEMHILDT</u> (Type/Print)	Name: <u>Bootslyn Roemhildt</u> (Type/Print)
Date: <u>FEBRUARY 11, 2015</u>	Date: <u>12 Feb 2015</u>
<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:	

Roemhildt Holdings LLC
PO Box 2034
Cordova, Alaska 99574
907-424-7765

February 11, 2015

Re: Lots 5, Block 2 South Fill Development Variance Request

Description:

We propose to build a retail store on Lot 5 Block 2 South Fill Development Park in the Waterfront Commercial Park. This proposal was selected and approved by the City Council. We request a variance from the provisions of CMC 18.39.090 and 18.48 in developing this lot. The basic dilemma is that 18.39.090 and 18.48 imposes parking stall minimums and front yard limitations which are not based on actual historical parking needs or accepted practice, and would be onerous to implement within Block 2. Neither of these provisions in code can be met by any of the lots in Block 2 if they have a structure that extends near the buildable limits as defined by the property setbacks.

We address the 4 standards for granting a variance below.

1. *The exceptional physical circumstances or conditions that apply to the property or to its intended use or development which do not generally apply to the other properties in the same land use district.*

“The exceptional physical circumstances and conditions that apply **to the property**” of Lot 5 Block 2, apply to all of the lots in the WCP that adjoin saltwater at the rear lot, that is, all lots in Block 2. These circumstances do not generally apply to all properties in the land use area, as more than half of the lots in the WCP do not have the exceptional circumstance described below. Each of the parcels in Block 2, however, have the exceptional circumstance that the lots are fairly narrow and have no access from the rear. Subsequently, none of these lots can practically use rear space for parking without also losing area on the side for access. Likewise, as none of the lots in Block 2 abut a side street, they cannot use side-lot area for parking without drastically reducing the buildable area due to the required maneuvering space for parking stalls. In short, all of the lots in Block 2 are realistically limited to front lot parking. Our calculations show that imposing the provisions of CMC 18.84 and 18.39, the maximum building area on any one lot in Block 2 would be about 6100 square feet building area with no mezzanine, or 5000 square feet of building area with an additional 1800 square feet possible on a mezzanine. Redden/Plumline is twice this size. CamTu’s is twice this

size. Note that none of the Block 2 lots sold by the City were designated for parking. Due to the dimensions and position of Lot 5, Block 2, there is simply no way to provide the parking spaces per 18.39 and 18.48 without drastically reducing the scope and viability of the development.

“The exceptional physical circumstances and conditions that apply . . . **to its intended use or development.**” This property will be developed for retail and wholesale sales of plumbing, heating, electrical and hardware supplies. Its intended use requires parking adequate for quick customer visits. The average customer visit to a grocery store is 41 minutes inside the store. The average hardware store visit is 12 minutes. Customers to Plumline and Redden do not take nearly this long. Yet, CMC 18.48.060 which requires 1 parking stall per 600 square feet does not differentiate types of stores. A clothing store, for example, would certainly require parking for longer duration and more overlap of customers. Nor is there any rationale why this particular number of parking stalls is appropriate. While our development will require off-street parking, the nature of the business does not necessitate an extensive amount of parking. Our development does, however, necessitate a large amount of retail floor area. Our business plan revolves around the ability to provide a standard ‘core’ product offering to the community. This ‘core’ requires 7900 square feet of retail area on the main floor. Our development plan shows that we have just enough space to put this offering onto the property. The design process has taken two years. The process has led us to include costly mezzanines in the building to accommodate all non-retail functions simply to maintain the first floor area entirely for retail. The “intended use or development” on Lot 5, Block 2 exposes the “exceptional physical circumstances and conditions” of this parcel. The issue is not so much that we need a large building because we will have a lot of people in our store at one time. Rather, we need a large building because we will have a lot of product in our store at one time. Again, due to the dimensions and position of Lot 5, Block 2, there is simply no way to provide the parking spaces per 18.39 and 18.48 without drastically reducing the scope and viability of the development.

2. *That the strict application of the provisions of this title would result in practical difficulties or unnecessary hardship.*

If this development is held to the strict application of both CMC 18.39 and 18.48, then this lot is not large enough for our proposal. Both 18.39.090 and 18.48 require **area for parking** at the expense of **area for building**, regardless of the actual area **needed for parking** or the actual area **needed for building**. We have spent the last 12 months working with an industry expert in producing a third-party pro forma budget for the ideally-sized store for the Cordova market. The result was the building that we have proposed on Lot 5 - approximately 7900 square feet of ‘core’ retail offering with 2500 square feet of stock and 1500 square feet of office/staff area. Of utmost importance is

the retail square footage, which is done on the main sales floor. A significantly smaller building is not viable for the development which we propose. The provisions of 18.39 and 18.48 were most certainly not written for the realities of these particular lots, but most likely for generic commercial parks as you see in the states. To strictly apply these provisions would cause practical difficulty in providing any reasonable customer access to the improvements on the property. To strictly apply these provisions would unnecessarily harm the viability of this development or any future Block 2 developments.

3. *That the granting of the variance will not result in material damage or prejudice to other properties in the vicinity nor be detrimental to the public health, safety or welfare.*

Granting this variance will cause no material damage or prejudice to any property in the vicinity nor be detrimental to the public health, safety or welfare. The development of Lot 5 as proposed meets all other requirements of code and was selected by the City Council as the best use of the property. We will go beyond the requirements of code to meet the possible future needs of access to the back of Lot 4 by inserting a 10' access easement for loading and unloading on the property line between lots 4 and 5. We do not think that granting this variance will cause our customers to park on other properties in the vicinity, excepting for the convenience to shop at multiple properties. We think that granting this variance will have a net positive benefit on properties in the vicinity as it will contribute to the economic activity and property values of the area.

4. *That the granting of the variance will not be contrary to the objectives of the comprehensive plan.*

The economic goals of the comprehensive plan are to “enhance the existing business and economic environment and attract a diversified economy that creates quality employment opportunities” (Chapter 1). The development on Lot 5 and the requested variance does not contradict these goals.

Granting this variance conforms to the directives of the Plan, and satisfy the goals for the South Fill Commercial Area to “encourage economic development for Cordova with emphasis on South fill area” (Summary SFCA). In summary, the granting of this variance will assist in the goals of the comprehensive plan for economic development, job creation and making products and services more available to our fleet, our processors and our residents.

Our Conclusion:

“Off-street parking, loading and unload facilities shall be provided to lessen congestion in the streets (CMC 18.48.010 A).” We think that this intent is met in the proposed development of Lot 5, Block 2. To apply further restrictions on parking area or to add required parking spaces to any of the lots in Block 2 would do unnecessary harm to the development of these lots because there is nowhere else to efficiently add parking. These provisions vastly overstate the actual parking demand to conduct business efficiently and meet the stated intent of the code. The intent of 18.39.090 and 18.48 is not to regulate the size of a development in the WCP solely based on the guidelines for parking spaces.

CMC 18.48 contains general guidelines for parking area. Due to the limited access to the rear lot and the heavy cost in square footage to park on the side lot, it is impractical for any of the landowners in Block 2 to meet the parking requirements in 18.48 if they have need to build a structure that extends to the buildable limits as defined by the property setbacks. Many of the structures in the WCP are larger than their parking areas would allow and have NEED to be so. The city expects buildings to be built on these lots in Block 2. It expects buildings that will contribute to the general welfare in terms of the products and services provided, as well as by generating property tax and sales tax. We have proposed such a structure. It is roughly 8456 square feet of building area with a floor space of 11,836 square feet. It will have at minimum 9 parking spaces on the front yard, with as many as 11 possible depending on how the utilities are arranged. It will have a freight loading and unloading area on the side access easement with Lot 4. We request a variance from the provisions of 18.48.

CMC 18.39.090 contains particular parking guidelines for the WCP. It requires 50% of front yard area to be set aside for landscaping and non-vehicular uses, etc. We appeal to common sense that any implementation of 18.39.090 would cause undue hardship on every landowner in the WCP, especially those in Block 2, including our development on Lot 5. 18.39.090 has never been followed. No requirement has ever been made to follow it. Here the various parking codes compound their negative consequences for parcels in Block 2. One code requires many more parking spaces than is practical; the other limits the number that can be placed in the only practical location to place them. We request a variance from the provisions of 18.39.090.

Respectfully,



David Roemhildt

Memorandum

To: Planning Commission
From: Planning Staff
Date: 2/20/15
Re: Site Plan Review – Roemhildt Holdings LLC

PART I – GENERAL INFORMATION

Requested Actions: Site Plan Review
Applicant: Roemhildt Holdings LLC
Owner Name: David and Bootslyn Roemhildt
Address: 125 Harbor Loop Rd.
Legal Description: Lot 5, Block 2, South Fill Development Park
Parcel Number: 02-473-138
Zoning: Waterfront Commercial Park District
Lot Area: 12,858 sq. ft.
Attachments: Construction Documents

PART II – BACKGROUND

Roemhildt Holdings LLC is proposing to construct a commercial/retail building on their lot. See variance application attachments for a location map.

2/10/15 – At the Planning Commission Regular Meeting, Roemhildt Holdings had their Site Plan reviewed by the commission. See summary attached to variance application for the motions and discussion on the Site Plan.

PART III – REVIEW OF APPLICABLE CRITERIA & SUGGESTED FINDINGS

Chapter 18.39 ZONING – WATERFRONT COMMERCIAL PARK DISTRICT

The development of a commercial/retail facility is permitted.
A Site Plan Review is required in the Waterfront Industrial District.

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.*

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

General stores require “One space for each six hundred square feet of gross floor space.” See attached letter from David Roemhildt for a write up on the square footage for the site plan.

PART IV – SUGGESTED SPECIAL CONDITIONS

1. The Planning Department must be in receipt of a Plan Review from the State of Alaska Fire Marshal prior to issuance of a Building Permit.
2. The 10 foot access easement along the east side of Lot 4 shall extend the entire length of the lot line.
3. Roemhildt Holdings LLC will replat Lot 4 and Lot 5 to record the easements depicted in their site plan documents.

PART V – STAFF RECOMMENDATION

Staff recommend that the Planning Commission recommend to City Council to approve the Site Plan Review requested by Roemhildt Holdings LLC to construct a commercial/retail building on Lot 5, Block 2, South Fill Development Park based on the findings and with the special conditions as contained in the staff report.

As requested by the commission, Roemhildt Holdings has applied for a variance from the parking requirements and has supplied all of the additional information.

PART VI – SUGGESTED MOTION

“I move that the Planning Commission recommend to the City Council to approve the Site Plan Review requested by Roemhildt Holdings LLC to construct a commercial/retail building on Lot 5, Block 2, South Fill Development Park based on the findings and with the special conditions as contained in the staff report.”

**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	Roemhildt Holdings LLC
Address	Box 2034 Cordova Alaska 99574
Telephone [home]	X
Business Name	X
Business Address	X
Telephone [business]	907-424-7765
Business FAX	907-424-7768
Project architect/engineer	Scott Jones, SA Architecture
Address of architect/engineer	16366 Sandpiper Drive Anchorage AK 99516
Telephone of architect/engineer	907-440-6606

PROPERTY/PROJECT INFORMATION	
Address of subject property	125 Harbor Loop Road
Parcel identification number	Lot 5 Block 2 South Fill Development Park
Property owner [name/address]	Roemhildt Holdings LLC / Box 2034
Current zoning	water front commercial park
Proposed use	commercial / retail
Construction start date	January 21, 2015
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.	X
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>	X
City Business License Permit Number (if applicable)	6997

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>David Roemhildt</u> (Signature)	By: <u>Bootslyn Roemhildt</u> (Signature)
Name: <u>David Roemhildt</u> (Type/Print)	Name: <u>Bootslyn Roemhildt</u> (Type/Print)
Date: <u>1/20/2015</u>	Date: <u>1/20/2015</u>
<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: commercial retail building

2. Please give dimensions and square footage of construction: 90'x96' 8,640 sq. ft.

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

4. No. of Living Units: 0 5. No. of Bedrooms: 0

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

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

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

9. Off-street parking: Existing 0 Proposed 10

10. Required Setbacks: Front 15' Left Side 5' Right side 5' Rear 5' Height 30'

11. Proposed Setbacks: Front 28' Left Side 5' Right side 5' Rear 5' Height 27'8"

12. Sewage Disposal:
 { } Private marine outfall: { } Existing { } New Specify owner/location: city - stub-out Harbor Loop Road
 { } 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

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 { } No
 If YES, an As-built survey must be attached.

16. Which licensed surveyor will be doing your foundation/as-built Survey? Leo Americus

17. Is your driveway exit and adjoining roads shown on the site plan? { } Yes { } No
 Are you building a new driveway that exits onto a State road or highway? { } Yes { } 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 { } No
 Does your lot abut salt water? { } Yes { } No
 Have you or will you be using fill to develop your lot? { } Yes { } 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 { } No

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

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

22. Is your property within a Flood Plain or Coastal Zone? (see staff for interpretation) Yes
 Elevation Certificate/Flood Hazard form attached

Roemhildt Holdings LLC
PO Box 2034
Cordova, Alaska 99574
907-424-7765

Samantha Greenwood
City Planner
City of Cordova

February 11, 2015
Re: Lots 5, Block 2 South Fill Development Site Plan

Samantha,

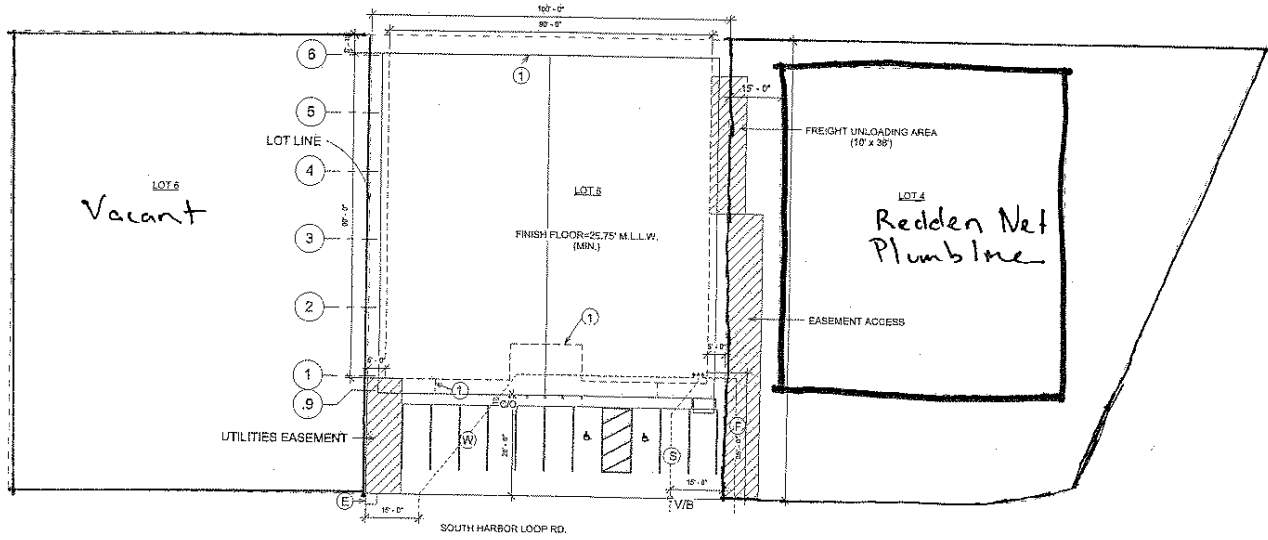
Below are our answers to questions and concerns from the commissioners on February 10, 2015.

1. Correct dimensions – match building drawing and application numbers. The building area as defined by CMC 18.08.120 is “the total of all areas taken on a horizontal plane at the main grade level of the principle building and all accessory buildings, exclusive of steps.” We interpret that the 4’ second floor overhang in the front of the building and the covered entry area **would** be included. **Building area totals 8348 square feet.** The floor area as defined by CMC 18.08.260 is “the total area of each floor of a building within the surrounding outer walls but excluding vent shafts and courts.” We interpret that this area total **would not** include wall thickness, which is 12” in all instances (8” columns / wall girts with 4” insulated panels added to exterior). **Floor area totals 11,836 square feet.** Please consider these numbers as sufficient for decision making on this site plan review. I do not know which to put on the application.
2. North arrows on all drawings. *Attached.*
3. Show utility easement on drawings. *Attached.*
4. Fix labels on the elevation drawings. *Attached.*
5. Snow arrest on roof? -not a requirement but was asked. *We will not be using snow jacks.*
6. Provide drawings that show the adjacent lots and buildings –this will be very important to help with parking and loading zone. *Attached.*

Respectfully,



David Roemhildt



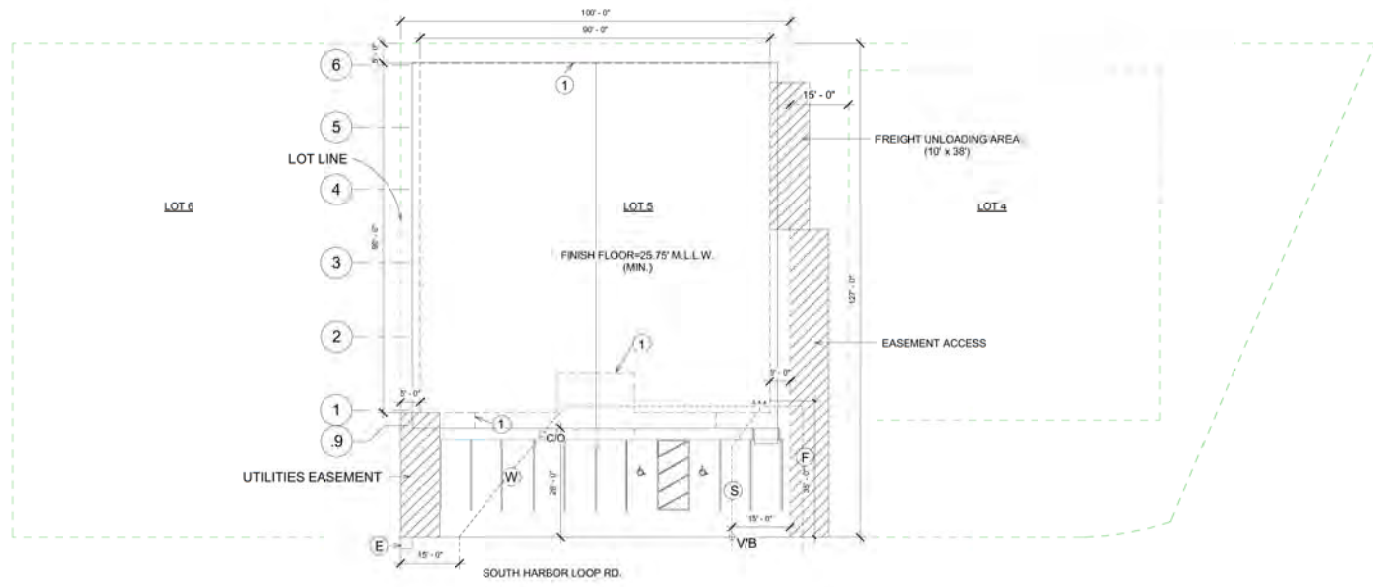
- SHEET NOTES:**
- ① LINE OF BUILDING BELOW
 - H/C HANDICAP STALL-AISLE 8'x8', H/C SIGNAGE ON BUIL. (SEE A3.2)
 - E ELEC-MAIN
 - P 6" DIA. SPRINKLER RISER HDPE
 - S SEWER-PROPOSED (8" DUCTILE IRON)
 - W WATER-PROPOSED (1" COPPER)
 - C/O CLEAN OUT
 - V/B VALVE BOX

① Site
 1/16" = 1'-0"

"1/16" DRAWINGS ARE HALF THE INDICATED SCALE"

* 9 FEB 2015 * CITY OF CORDOVA SUBMITTAL *

REV NO: 03 DATE
SAJJ ARCHITECTURE, LLC 4373 WALD BRINE ACQUISITION, ALASKA 99506 BOBBI A. JAMES #907-448-4006 #907-538-6665 (FAX)
PLUMBLINE FACILITY CONTRACTORS CORDOVA, ALASKA
DIR: ARB C/C: SAJJ D/T: BY: FFB: IS P: FACILITY DWS:
A1.1

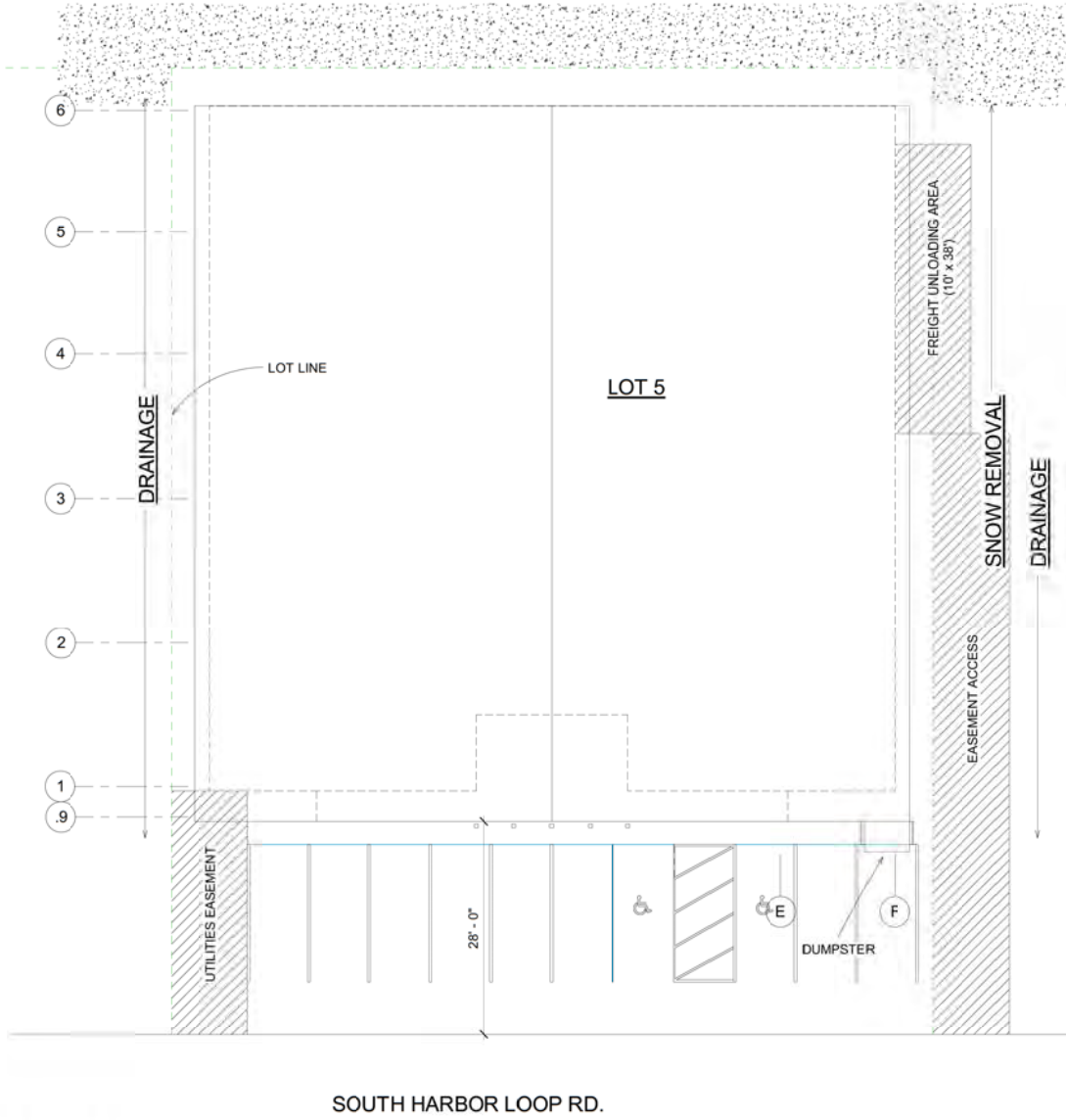


- SHEET NOTES:**
- ① LINE OF BUILDING BELOW
 - H/C HANDICAP STALL+AISLE 8'x8'; H/C SIGNAGE ON BUILD. (SEE A3.2)
 - E ELEC-MAIN
 - F 6" DIA SPRINKLER RISER HDPE
 - S SEWER-PROPOSED (6" DUCTILE IRON)
 - W WATER-PROPOSED (1" COPPER)
 - C/O CLEAN OUT
 - VB VALVE BOX

① Site
 1/16" = 1'-0"

IIX17 DRAWINGS ARE HALF THE INDICATED SCALE

REV NO. XX DATE
SAJJ ARCHITECTURE, LLC 6375 MILG DRIVE ANCHORAGE ALASKA 99502 SCOTT A. JONES #907-462-6606 #907-258-6606 (FAX)
PLUMBLINE FACILITY CONTRACTORS CORDOVA, ALASKA
DR: KSK CK: SAJ DT: 09 FEB 15 JB: FACILITY DWG:
A1.1



① YARD PLAN/SNOW
 REMOVAL/DRAINAGE/DUMPSTER
 1/8" = 1'-0"

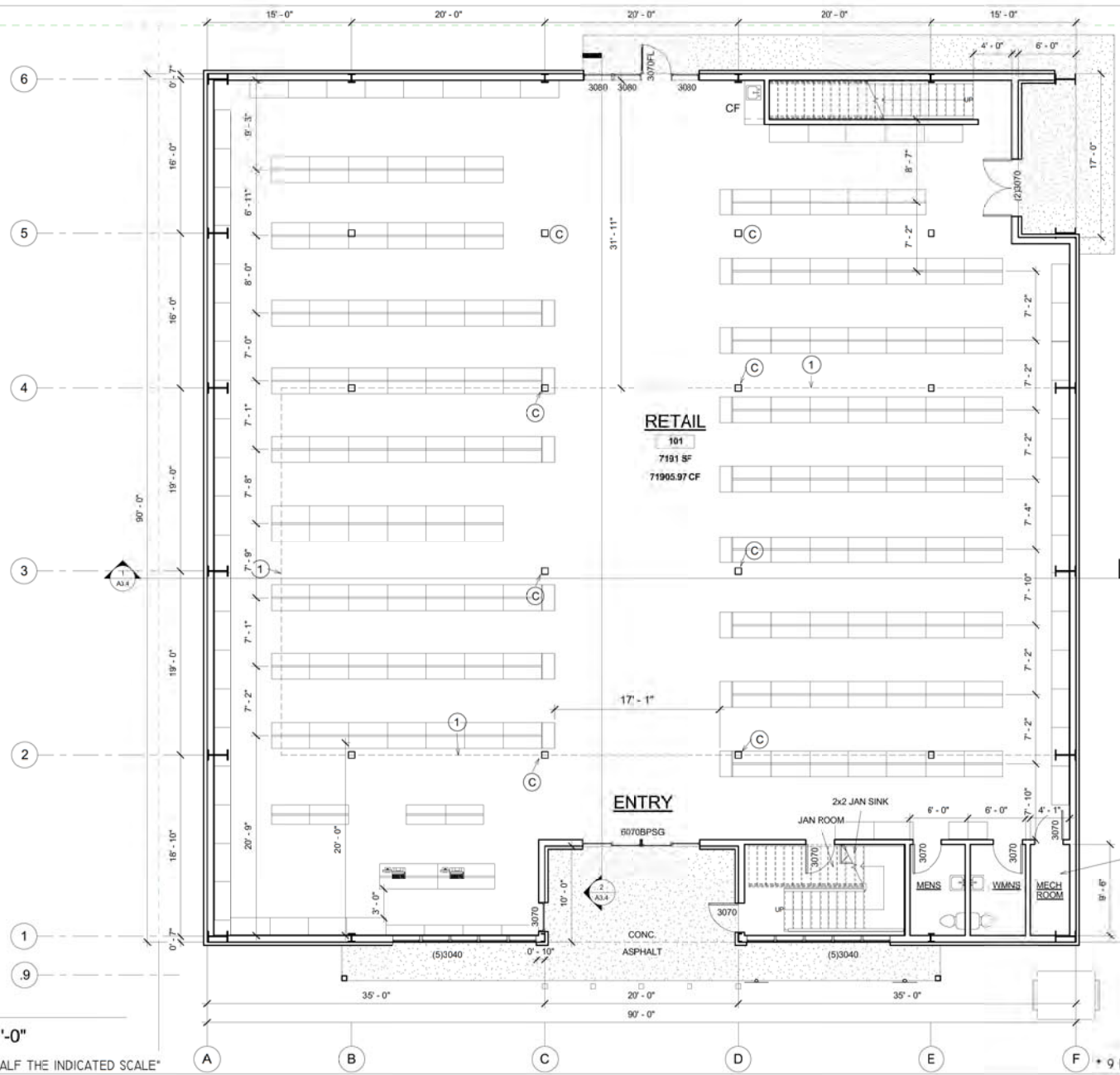
IIX17 DRAWINGS ARE HALF THE INDICATED SCALE

A1.2	DR: KSK CK: SAJ DT: 09 FEB 15 JB: FACILITY DWG:	PLUMBLINE FACILITY CONTRACTORS CORDOVA, ALASKA	 SAJJ ARCHITECTURE, LLC 6375 MILG DRIVE ANCHORAGE, ALASKA 99502 SCOTT A. JOES #907-442-6606 #907-258-6606 (FAX)	REV NO. XX DATE



1 Level 1
 3/16" = 1'-0"

1/16" DRAWINGS ARE HALF THE INDICATED SCALE



- SHEET NOTES:**
- ① LINE OF SECOND LEVEL
 - Ⓢ COLUMN
 - CF COFFEE COUNTER (SELF SERVE)
 - F SRINKLER RISER
 - S SEWER w/ CLEAN OUT
 - W WATER w/ SHUT OFF

REV NO. XX DATE

SAJJ ARCHITECTURE, LLC
 6375 KULC DRIVE ANCHORAGE, ALASKA 99502
 #907-442-6606 #907-258-6606 (FAX)

SCOTT A. JONES

PLUMBLINE
 FACILITY CONTRACTORS
 CORDOVA, ALASKA

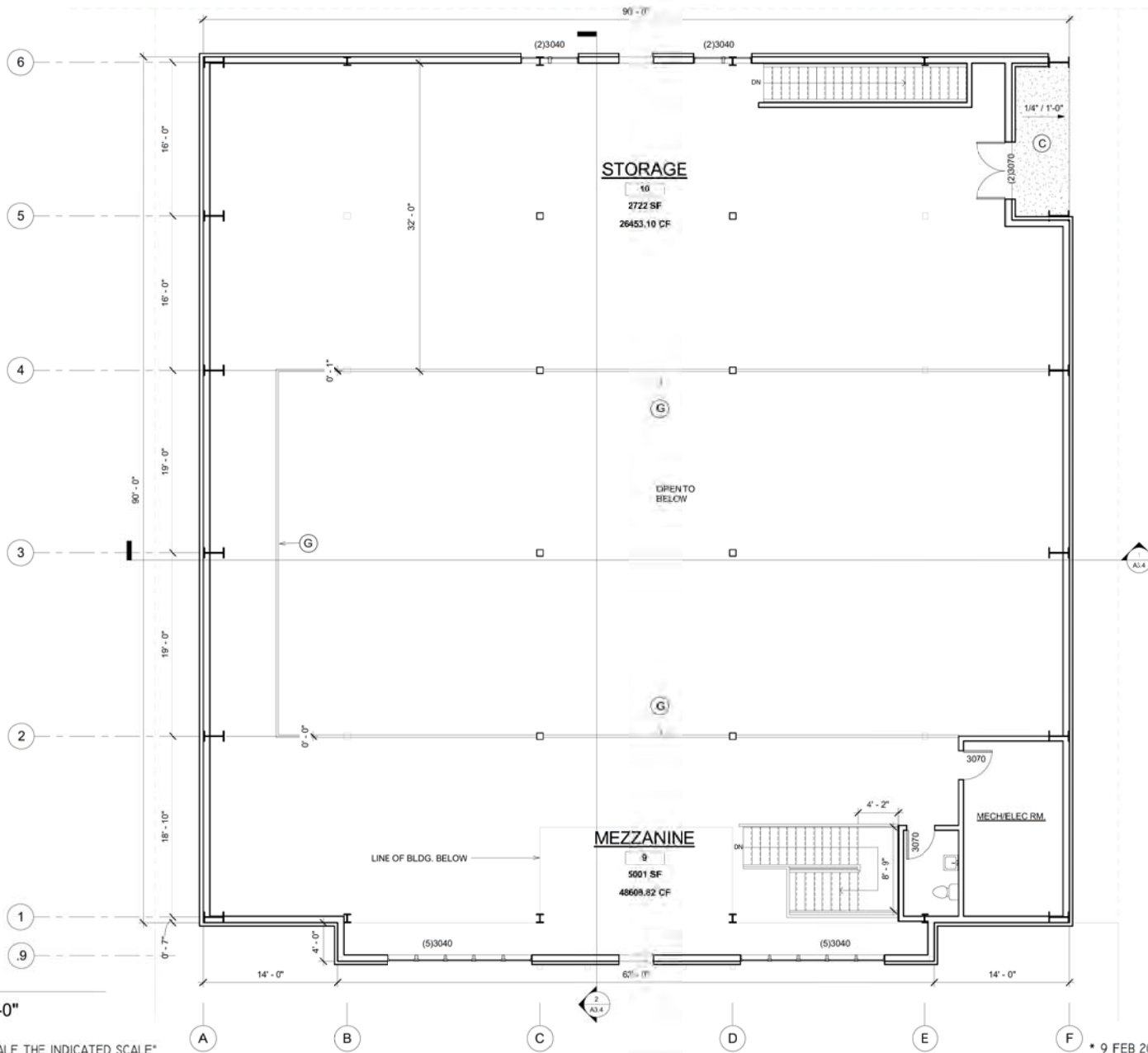
DR: KEBK
 CK: SAJ
 DT: 09 FEB 15
 JB: FACILITY
 DWG:

A2.1



1 Level 2
 3/16" = 1'-0"

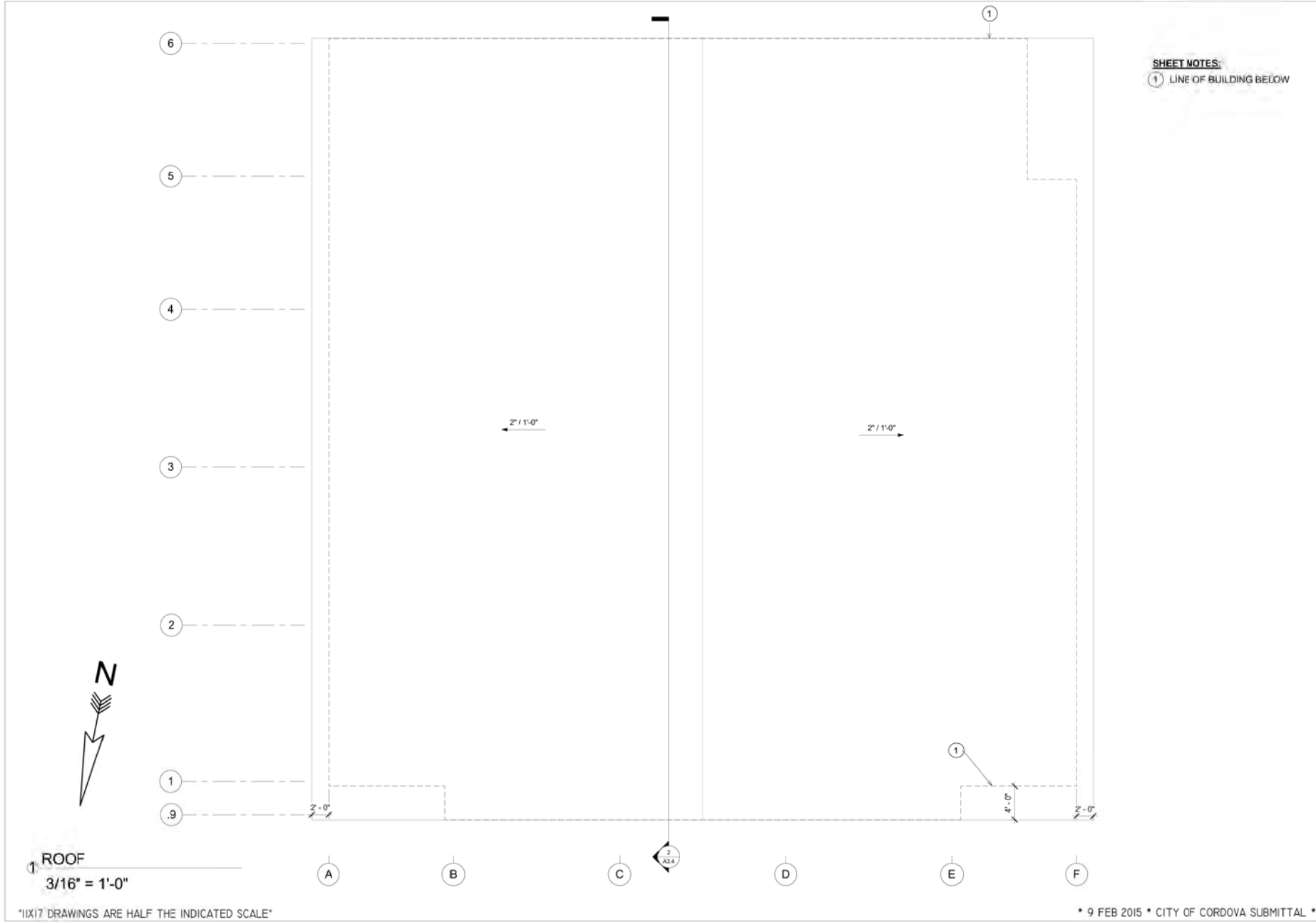
1/8" DRAWINGS ARE HALF THE INDICATED SCALE



- SHEET NOTES:**
- (C) CONCRETE
 - (G) GLASS GAURD RAIL SYSTEM +42" AFF

<p>DR: KSK CK: SAJ DT: 09 FEB 15 JB: FACILITY DWG:</p>	<p>PLUMBLINE FACILITY CONTRACTORS CORDOVA, ALASKA</p>	<p>REV NO. XX DATE</p> <p>SAJJ ARCHITECTURE, LLC 6375 MILG DRIVE ANCHORAGE, ALASKA 99502 SCOTT A. JONES #907-442-6656 #907-258-6656 (FAX)</p>
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A2.2



SHEET NOTES:
(1) LINE OF BUILDING BELOW

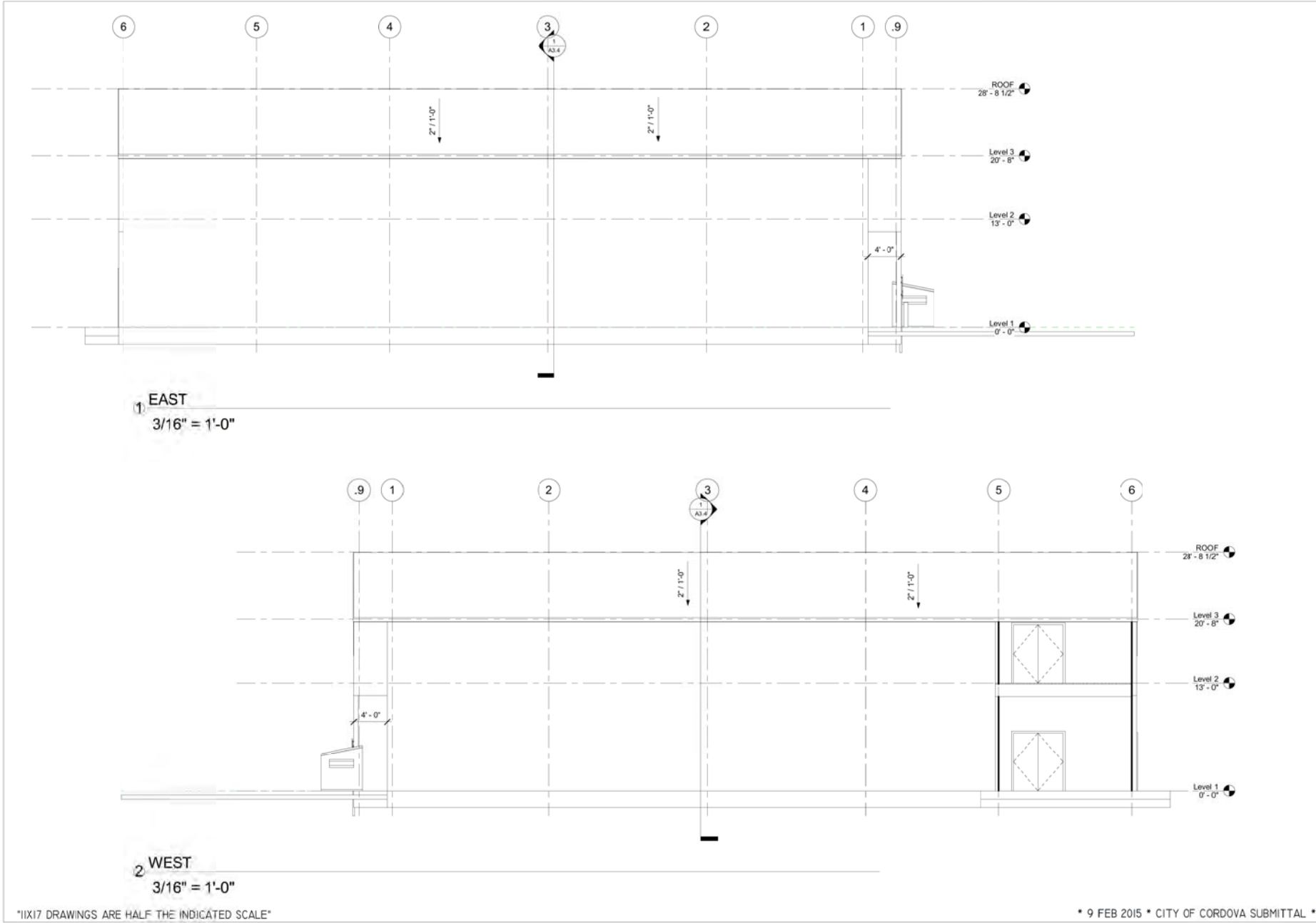
REV NO. XX DATE

SAJJ ARCHITECTURE, LLC
6375 MILG DRIVE ANCHORAGE, ALASKA 99502
SCOTT A. JONES #907-452-8656 #907-258-6656 (FAX)

PLUMBLINE
FACILITY CONTRACTORS
CORDOVA, ALASKA

DR: KSK
CK: SAJ
DT: 09 FEB 15
JB: FACILITY
DWG:

A2.3



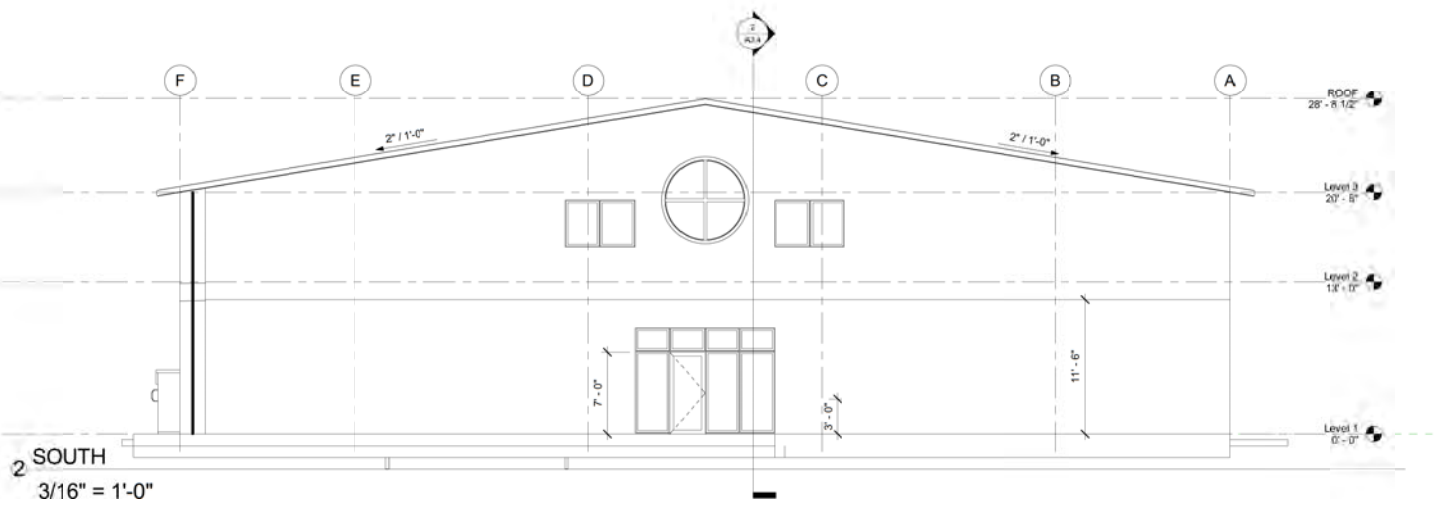
1/8" DRAWINGS ARE HALF THE INDICATED SCALE

* 9 FEB 2015 * CITY OF CORDOVA SUBMITTAL *

REV NO. XX	DATE
 SAJJ ARCHITECTURE, LLC 6375 MILG DRIVE ANCHORAGE, ALASKA 99504 #907-442-8606 #907-258-6606 (FAX)	
PLUMBLINE FACILITY CONTRACTORS CORDOVA, ALASKA	
DR: KSK	DT: 09 FEB 15
CK: SAJ	JB: FACILITY
DWG:	
A3.1	

SHEET NOTES:

- HANDICAP SIGN "VAN AISLE" ①
- HANDICAP SIGN ②



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

* 9 FEB 2015 * CITY OF CORDOVA SUBMITTAL *

REV NO. XX DATE

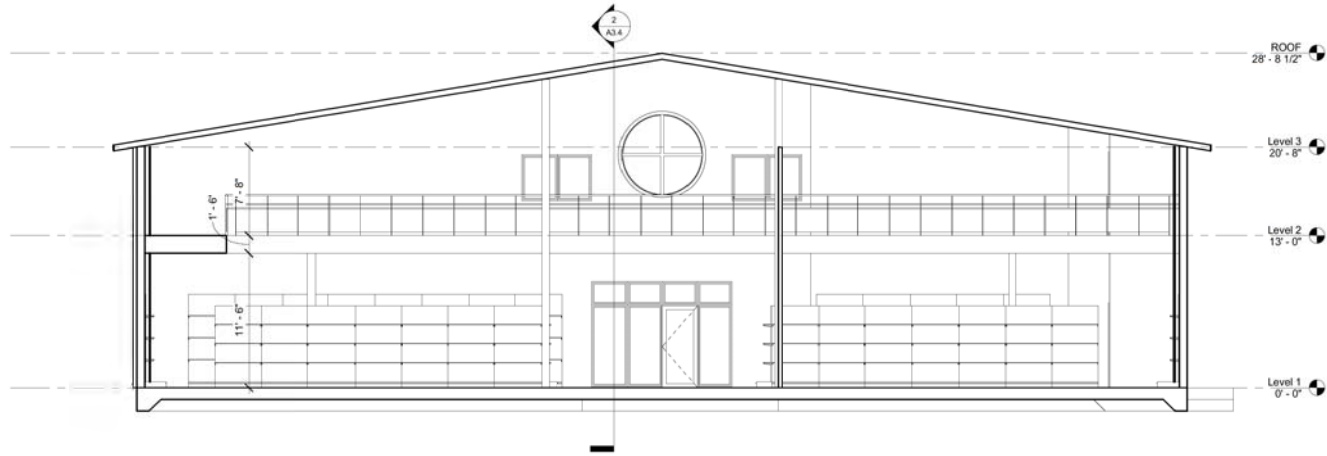
SAJJ ARCHITECTURE, LLC
 4318 MILG DRIVE ANCHORAGE, ALASKA 99502
 #907-493-4606 #907-251-6606 (FAX)

SCOTT & JONES

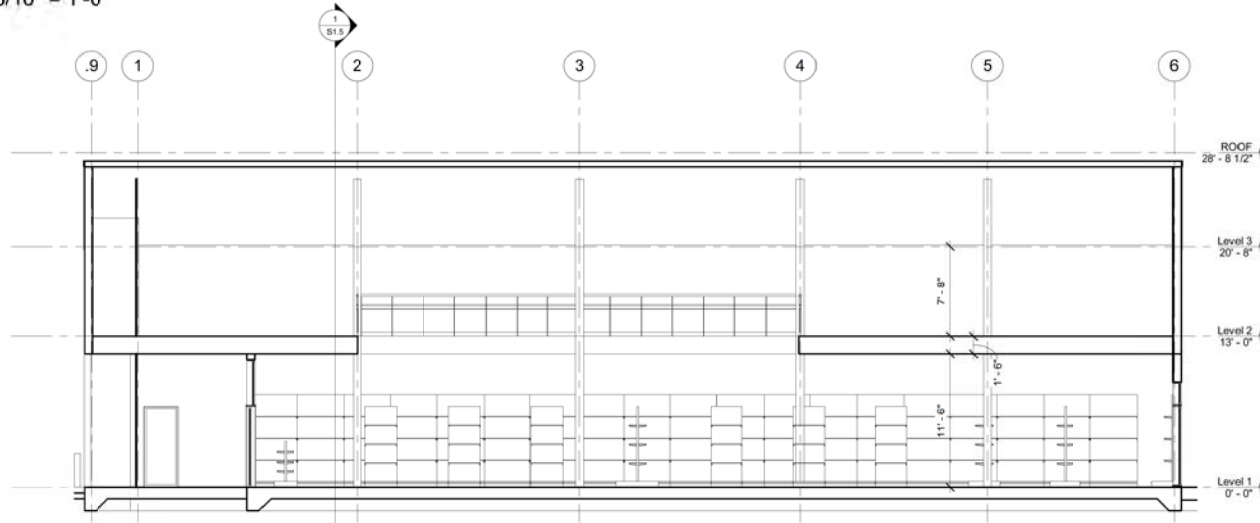
PLUMBLINE
 FACILITY CONTRACTORS
 CORDOVA, ALASKA

DR: KSK
 CK: SAJ
 DT: 09 FEB 15
 JB: FACILITY
 DWG:

A3.2



1 Section 1
 3/16" = 1'-0"



2 Section 2
 3/16" = 1'-0"

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

* 9 FEB 2015 * CITY OF CORDOVA SUBMITTAL *

REV NO. XX DATE

SAJJ ARCHITECTURE, LLC
 6375 MILG DRIVE ANCHORAGE, ALASKA 99502
 #907-462-8606 #907-258-6606 (FAX)

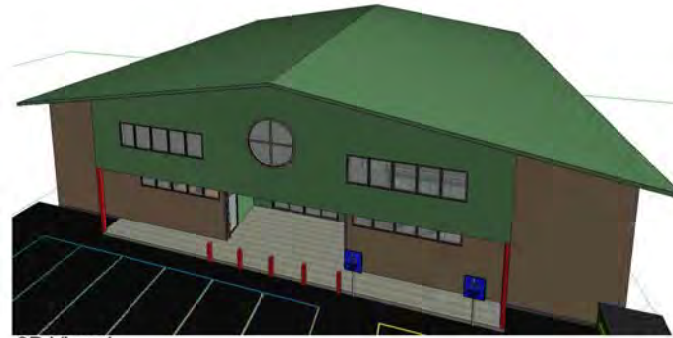
PLUMBLINE
 FACILITY CONTRACTORS
 CORDOVA, ALASKA

DR: ASB
 CK: SAJ
 DT: 09 FEB 15
 JB: FACILITY
 DWG:

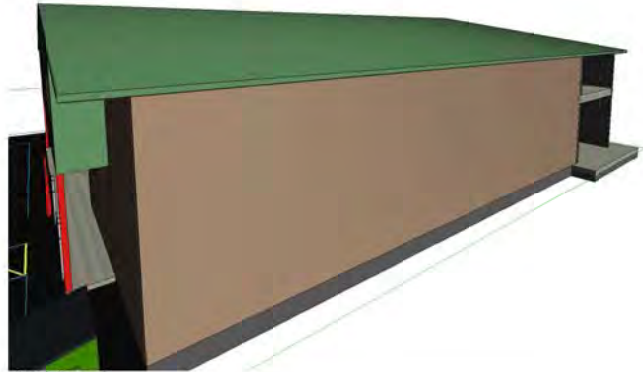
A3.4



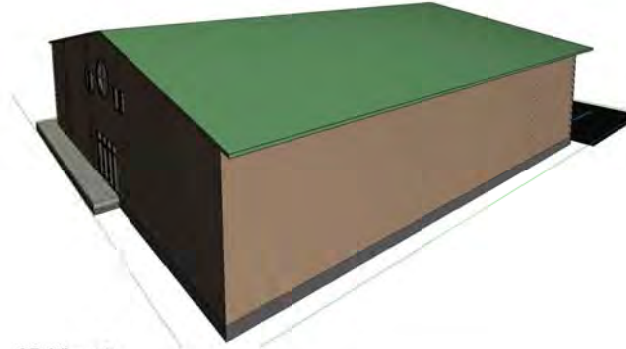
1 3D View 1



4 3D View 4



2 3D View 2



5 3D View 5



3 3D View 3

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

* 9 FEB 2015 * CITY OF CORDOVA SUBMITTAL *

REV NO. XX DATE

SAJJ ARCHITECTURE, LLC
6375 KULIG DRIVE ANCHORAGE, ALASKA 99502
SCOTT A. JONES #907-442-8606 #907-258-6606 (FAX)

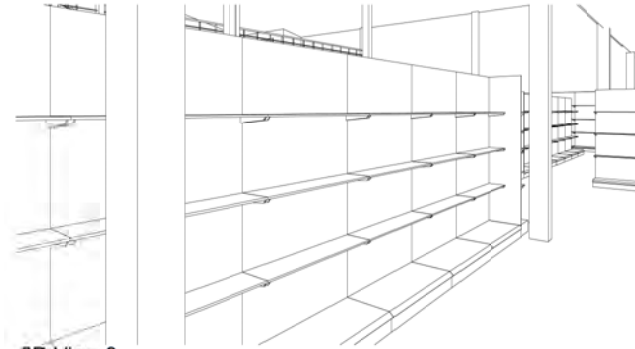
PLUMBLINE
FACILITY CONTRACTORS
CORDOVA, ALASKA

DR: KSK
CK: SAJ
DT: 09 FEB 15
JB: FACILITY
DWG:

A4.0



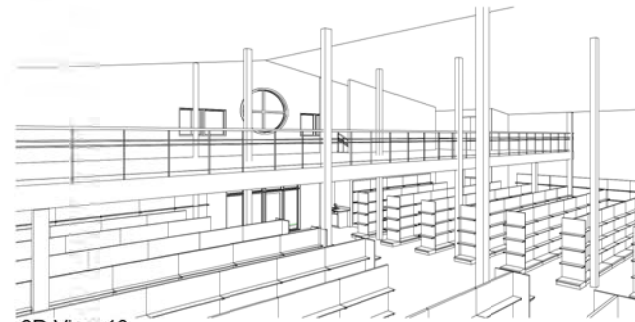
1 3D View 6



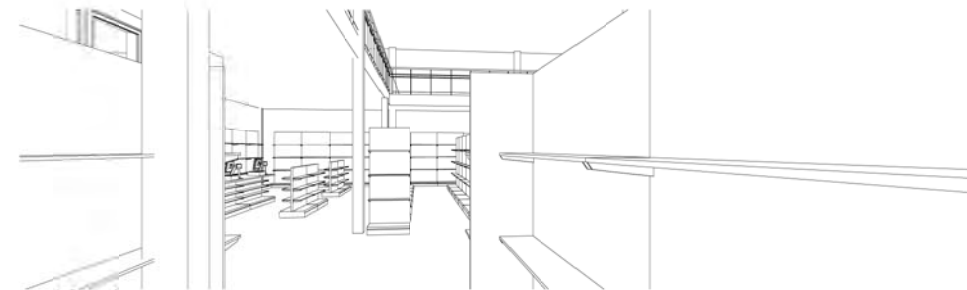
4 3D View 9



2 3D View 7



5 3D View 10



3 3D View 8



6 3D View 11

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

* 9 FEB 2015 * CITY OF CORDOVA SUBMITTAL *

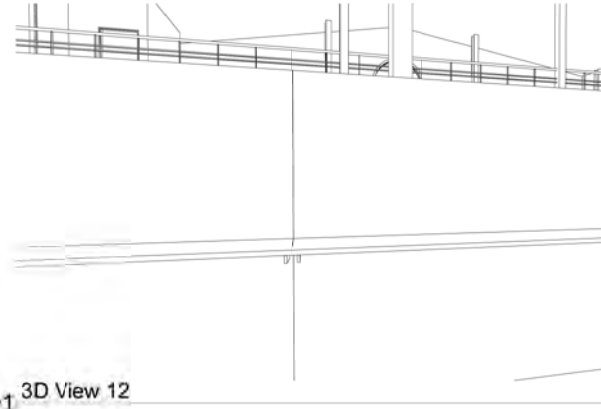
DR: KSK
CK: SAJ
DT: 09 FEB 15
JB: FACILITY
DWG:

A4.1

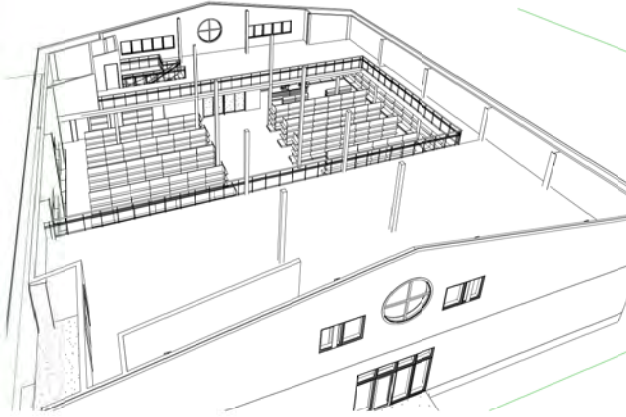
PLUMBLINE
FACILITY CONTRACTORS
CORDOVA, ALASKA

SCOTT A. JONES
SAJJ ARCHITECTURE, LLC
6375 MILG DRIVE ANCHORAGE, ALASKA 99502
#907-402-8606 #907-358-8606 (FAX)

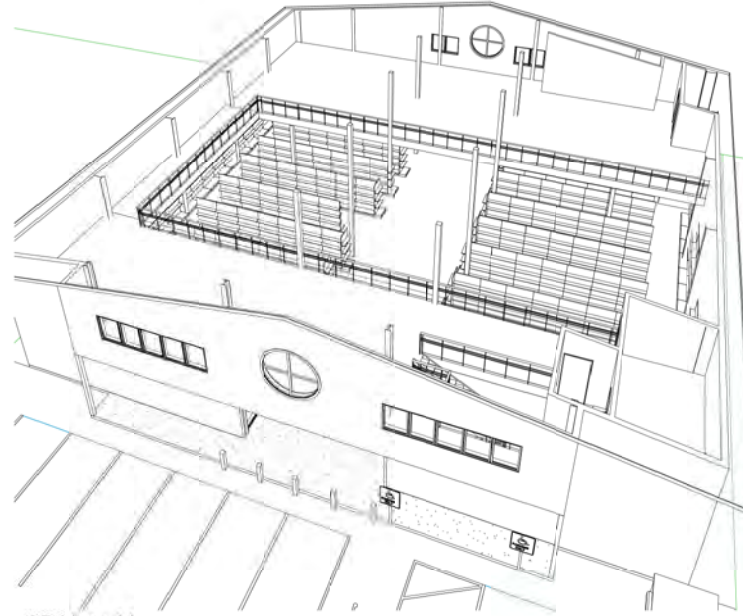
REV NO. XX DATE



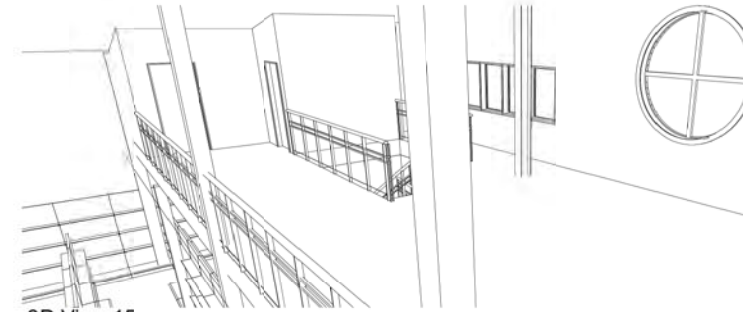
1 3D View 12



2 3D View 13



3 3D View 14



4 3D View 15

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

* 9 FEB 2015 * CITY OF CORDOVA SUBMITTAL *

DR: KSK
CK: SAJ
DT: 09 FEB 15
JB: FACILITY
DWG:

A4.2

PLUMBLINE
FACILITY CONTRACTORS
CORDOVA, ALASKA

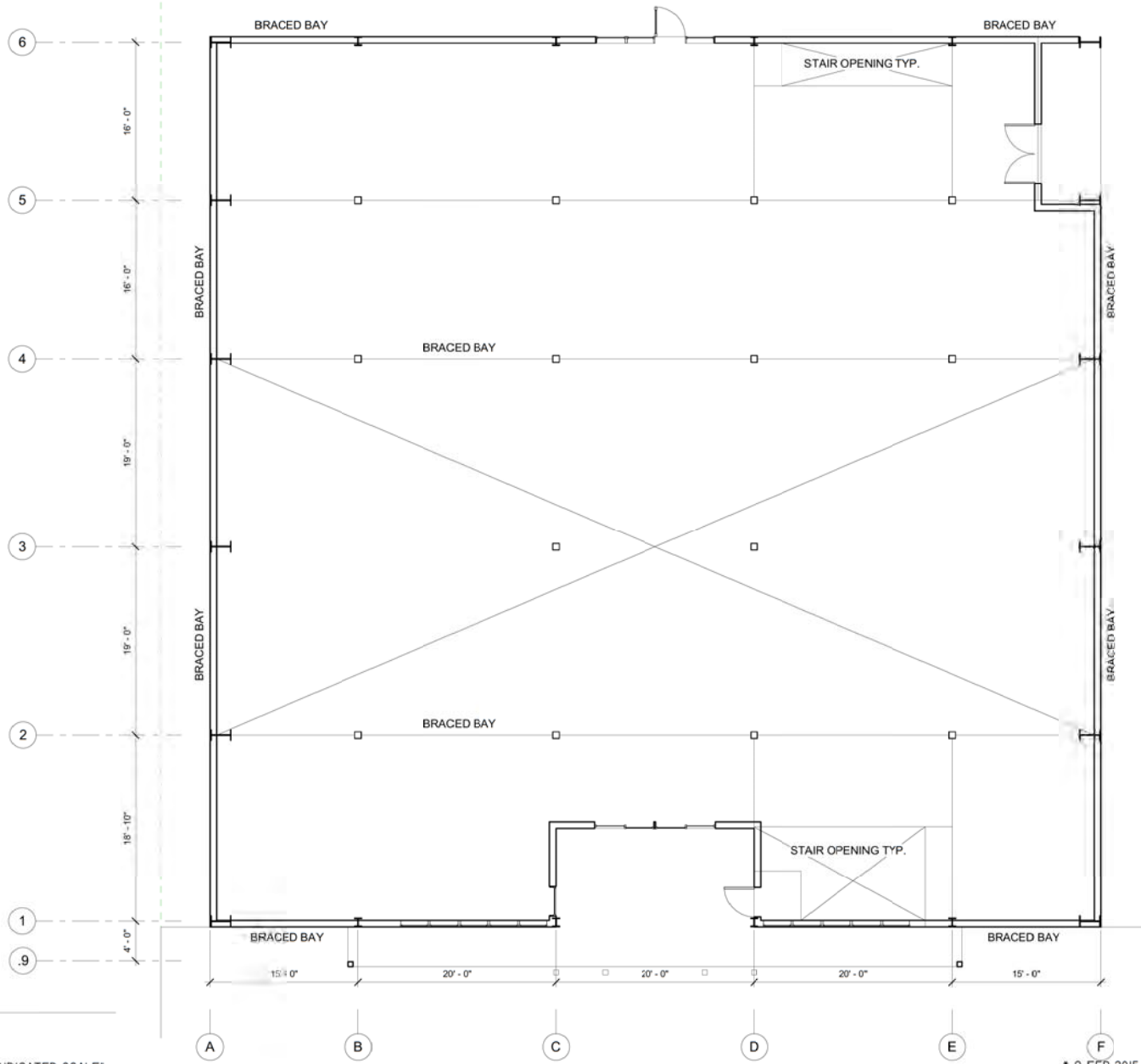
SCOTT A. JONES
6375 MILG DRIVE ANCHORAGE, ALASKA 99502
#907-462-8606 #907-258-8606 (FAX)

SAJJ ARCHITECTURE, LLC

REV NO. XX DATE

Level 1
 STRUCTURAL
 3/16" = 1'-0"

1/8" DRAWINGS ARE HALF THE INDICATED SCALE



* 9 FEB 2015 * CITY OF CORDOVA SUBMITTAL *

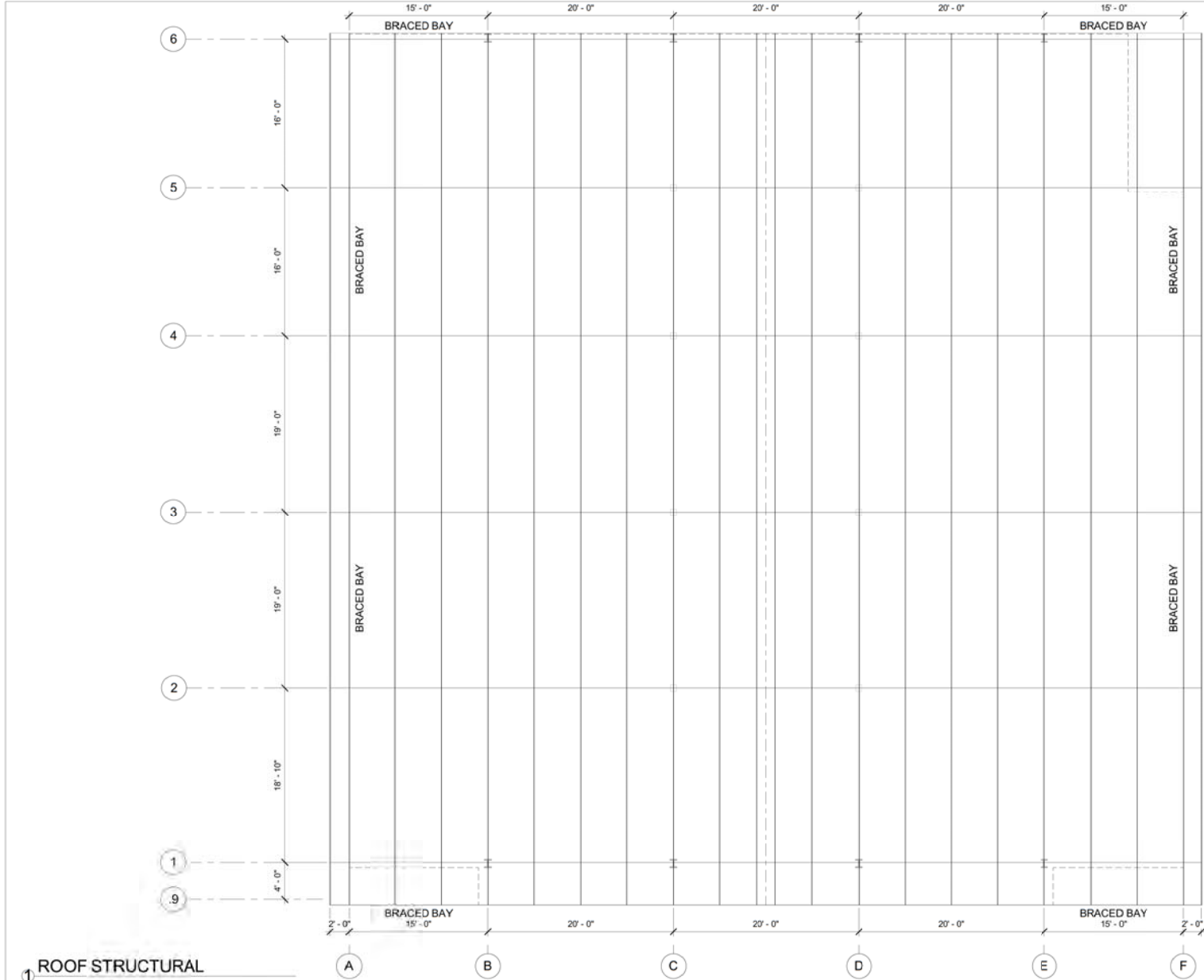
DR: KSK
 CK: SAJ
 DT: 09 FEB 15
 JB: FACILITY
 DWG:

S1.1

PLUMBLINE
 FACILITY CONTRACTORS
 CORDOVA, ALASKA

SCOTT A. JONES
 SAJJ ARCHITECTURE, LLC
 6375 KULC DRIVE ANCHORAGE, ALASKA 99504
 #907-442-8606 #907-258-6606 (FAX)

REV NO. XX DATE



1 ROOF STRUCTURAL

3/16" = 1'-0"

"1/8" DRAWINGS ARE HALF THE INDICATED SCALE"

* 9 FEB 2015 * CITY OF CORDOVA SUBMITTAL *

DR: KSK
CK: SAJ
DT: 09 FEB 15
JB: FACILITY
DWG:

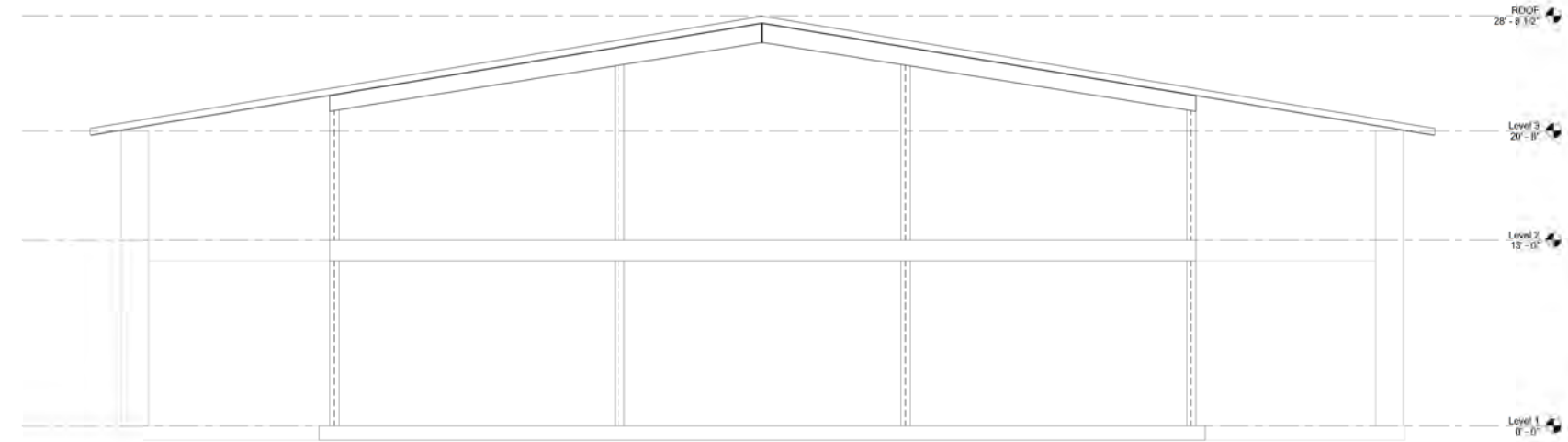
S1.2

PLUMBLINE
FACILITY CONTRACTORS
CORDOVA, ALASKA

SCOTT A. JONES
6375 KULC DRIVE ANCHORAGE, ALASKA 99502
#907-462-8606 #907-258-8606 (FAX)

SAJJ ARCHITECTURE, LLC

REV NO. XX DATE



① Section LINE .9
1/4" = 1'-0"

IIX17 DRAWINGS ARE HALF THE INDICATED SCALE

* 9 FEB 2015 * CITY OF CORDOVA SUBMITTAL *

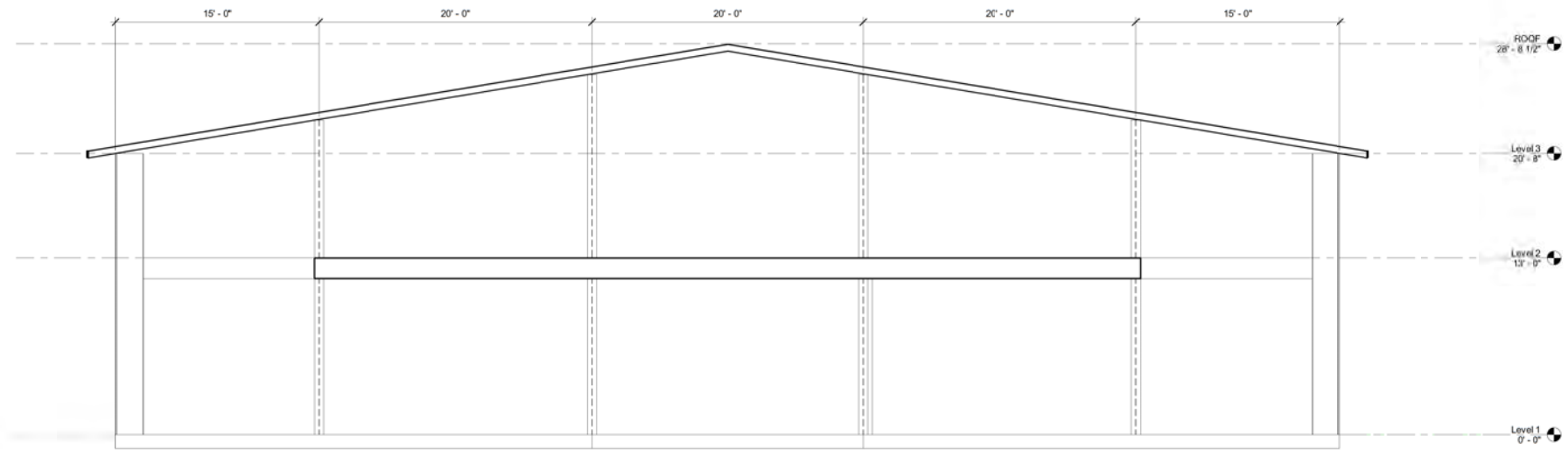
REV NO. XX DATE

SAJJ ARCHITECTURE, LLC
SCOTT A. JOES
6175 MILG DRIVE ANCHORAGE, ALASKA 99502
#907-462-8606 #907-251-6606 (FAX)

PLUMBLINE
FACILITY CONTRACTORS
CORDOVA, ALASKA

DR: KSK
CK: SAJ
DT: 09 FEB 15
JB: FACILITY
DWG:

S1.3



1 Section LINE 1, 6
1/4" = 1'-0"

1/8" DRAWINGS ARE HALF THE INDICATED SCALE

* 9 FEB 2015 * CITY OF CORDOVA SUBMITTAL *

DR: KSK
CK: SAJ
DT: 09 FEB 15
JB: FACILITY
DWG:

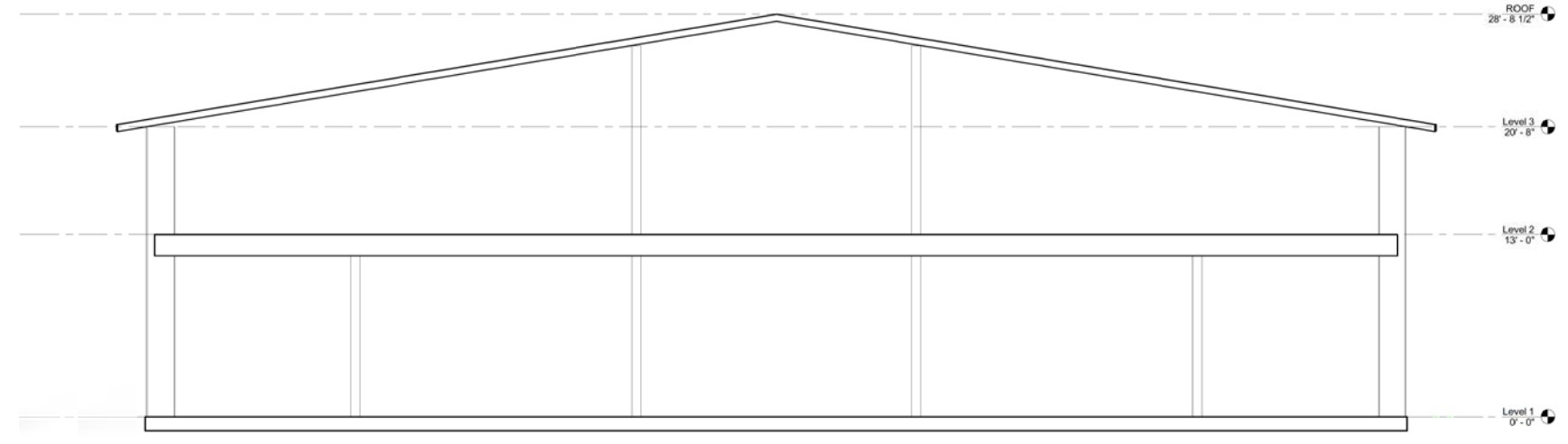
S1.4

PLUMBLINE
FACILITY CONTRACTORS
CORDOVA, ALASKA

SCOTT A. JONES
6179 MILG DRIVE ANCHORAGE, ALASKA 99502
#907-462-8606 #907-258-6606 (FAX)

SAJU ARCHITECTURE, LLC

REV NO. XX DATE



1 Section LINE 2, 4
1/4" = 1'-0"

ROOF
28' - 8 1/2"

Level 3
20' - 8"

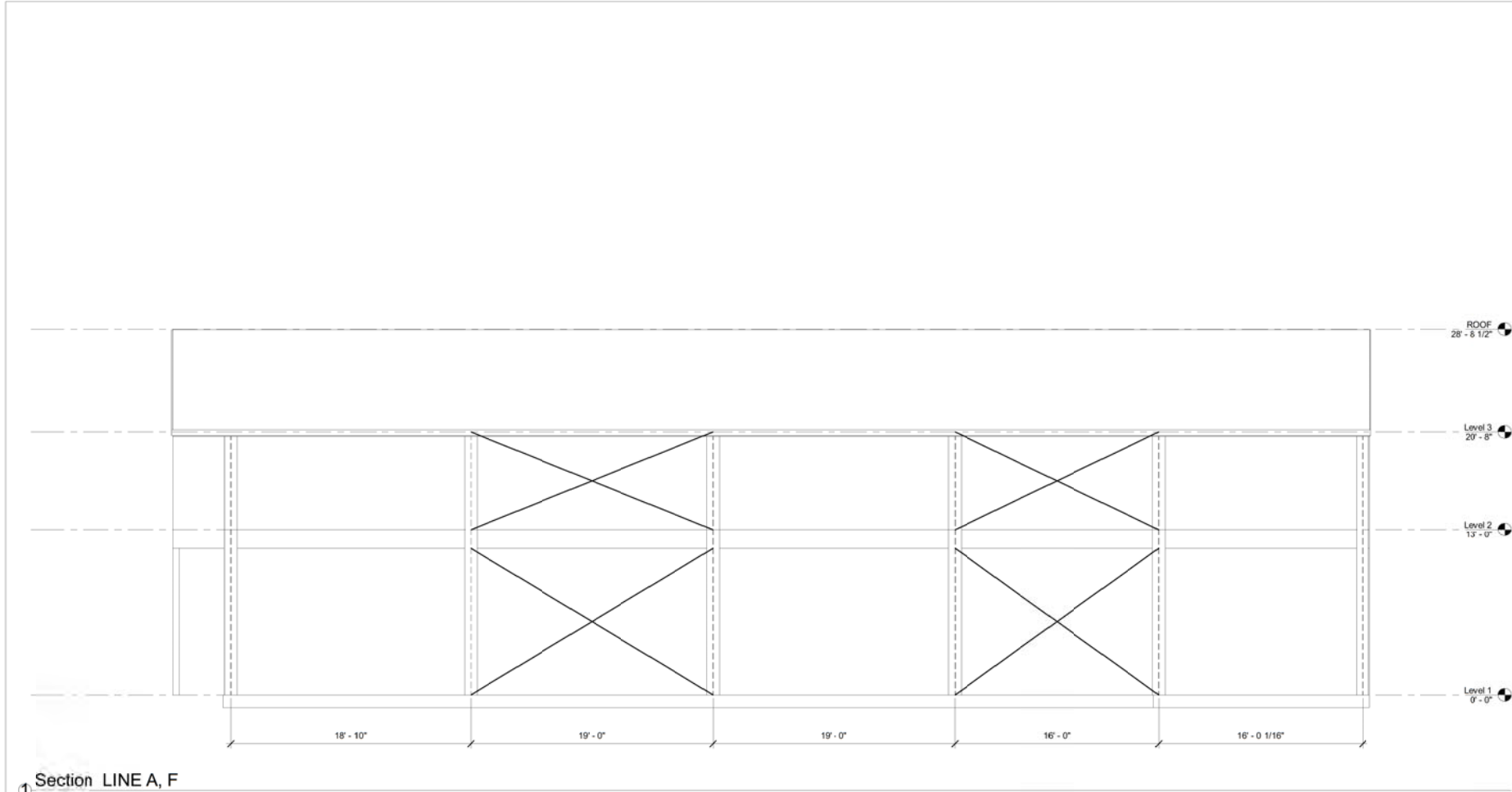
Level 2
13' - 0"

Level 1
0' - 0"

IIX17 DRAWINGS ARE HALF THE INDICATED SCALE

* 9 FEB 2015 * CITY OF CORDOVA SUBMITTAL *

REV NO. XX DATE
 SAJJ ARCHITECTURE, LLC 6375 MILG DRIVE ANCHORAGE, ALASKA 99502 SCOTT A. JONES #907-462-6606 #907-358-6606 (FAX)
PLUMBLINE FACILITY CONTRACTORS CORDOVA, ALASKA
DR: MBK CK: SAJ DT: 09 FEB 15 JB: FACILITY DWG:
S1.5



① Section LINE A, F
1/4" = 1'-0"

"IIX17 DRAWINGS ARE HALF THE INDICATED SCALE"

REV NO. XX DATE
 SAJJ ARCHITECTURE, LLC 6175 MILG DRIVE ANCHORAGE, ALASKA 99502 SCOTT A. JONES #907-462-8606 #907-258-6606 (FAX)
 PLUMBLINE FACILITY CONTRACTORS CORDOVA, ALASKA
DR: KSK CK: SAJ DT: 09 FEB 15 JB: FACILITY DWG:
S1.6