

**PLANNING COMMISSION REGULAR MEETING  
MARCH 12, 2013 @ 6:45 PM  
LIBRARY MEETING ROOM  
MINUTES**

In those matters coming before the Cordova Planning Commission at 6:45 PM on Tuesday, March 12, 2013 in the Library Conference Room, 622 First Street, Cordova, Alaska are as follows:

- A. Call to order -**
- B. Roll Call** Present for roll call were Chairman Tom Bailer, David Reggiani, John Greenwood, Greg LoForte, Tom McGann. Absent were Scott Pegau and John Baenen.
- Also present was Planner, Samantha Greenwood and Assistant Planner, Shannon Joekay. There were 5 people in the audience.
- C. Approval of Agenda**
- M/Reggiani S/Greenwood**  
**Upon voice vote, motion passed, 5-0**  
**Yea: Bailer, Reggiani, Greenwood, LoForte, McGann**  
**Nay: None**
- D. Approval of Consent Calendar**  
Minutes from the February 12, 2013 Regular Meeting
- M/Greenwood S/Reggiani**  
**Upon voice vote, motion passed, 5-0**  
**Yea: Bailer, Reggiani, Greenwood, LoForte, McGann**  
**Nay: None**
- E. Record Absences**  
None
- F. Disclosure of Conflict of Interest**  
None
- G. Correspondence**  
Letter from Joe Arvidson re: Proposed Sidewalk on 3<sup>rd</sup> Street and water pipes
- H. Communication by and Petitions from Visitors**
- 1. Guest Speakers**  
None
  - 2. Audience comments regarding items in the agenda**  
None
  - 3. Chairpersons and Representatives of Boards and Commissions**  
None
- I. Planners Report**  
**Samantha Greenwood** ~ Adding 2 handouts: Josh gave his Safe Routes to School Update, he'll continue to do that for every meeting as long as there's something to report.

**Dave Reggiani** ~ I am a little confused on the process of the Safe Routes to School. It came before us at our last meeting and we looked at the plans and had some questions about which side of 3<sup>rd</sup> Street the sidewalks were going to be on, the width of the street, and one or two way traffic. So now that I see it's moving into construction phase, does that mean...?

**Samantha Greenwood** ~ It's moving into engineering drawings. They'll finish the drawings to 100%, Josh and I talked about all your concerns and that we need to get those addressed in the engineer drawings. That's the next step. Not until the engineered drawings are at 100% and good with everybody then it will go for RFP.

**Dave Reggiani** ~ When will Planning and Zoning have another chance to review the plans and provide some input on which side of the street to put the sidewalks on?

**Samantha Greenwood** ~ I imagine once the drawings are back into USKH and they start to move forward we can ask for a preliminary 100%?

**Dave Reggiani** ~ I'm just wondering, if I could Mr. Chairman...

**Tom Bailer** ~ Go ahead.

**Dave Reggiani** ~ I'm just wondering why we would wait for drawings to happen before ...

**Samantha Greenwood** ~ Because we can't spend any money until we...

**Dave Reggiani** ~ What I was going to say is why would we wait for drawings instead of have that conversation here (and Planning and Zoning).

**Samantha Greenwood** ~ The engineers are addressing the side of the street and why, they'll address the draining issues and the surveying. As far as the side of the road, we can talk to Josh about a comparison as they work through the drawings.

**Dave Reggiani** ~ I'm still trying to understand Planning and Zoning's role. It'll come back here for approval or recommendation? Or will it go forward without P&Z?

**Samantha Greenwood** ~ That's my understanding. The grant has been rewarded. Your concerns have been forwarded. There will be updates at all the meetings.

**Dave Reggiani** ~ It seems we should have a little more control on the sidewalks. I'm just wanting to know Planning and Zoning's role.

**Shannon Joekay** ~ Can I speak to the process of this? I think where it all got confused was that it started from the PTA and the local Safe Routes to School Association. Had it started at the City, we would have held the proper meetings; we would have followed all the steps. Where it broke that process, was because the School District didn't have the monies to deal with it essentially so they passed it off to the City to manage the grant. So at that point, the grant was already awarded with the plans that they had already proposed.

**Dave Reggiani** ~ That's my understanding too. And I think City Council also understood the drawings and the plans weren't etched in stone they would be able to be reviewed and revised.

**Samantha Greenwood** ~ I don't think they are but they have to get worked on. I don't think that we have the knowledge to do that work. I can talk to Steve or whoever the engineer is and ask for updates on the drawings to address our concerns.

**McGann** ~ I'd love to see drawings as they are generated.

**LoForte** ~ I'm leaning toward what Dave is saying but I understand we have to start with a drawing and the drawings can be easily revised. Basically it'll come back to us when we have the drawings.

**Samantha Greenwood** ~ We can bring it back yea, before it goes to RFP. I thought we wanted to engineers to address our concerns.

**Dave Reggiani** ~ We have property owners coming to Planning and Zoning with objections to the sidewalk that would be next to their driveways.

**Tom Bailer** ~ I assumed we would get more input too. I thought that they were going to get back to us as to why they were going to put it on one side or the other.

**Samantha Greenwood** ~ I thought the message from the last meeting was to get this moving forward, not to answer all those questions.

**Dave Reggiani** ~ My thought would be to review the code and clarify the process; to see if there's an approval spot.

**Samantha Greenwood** ~ This has been approved by City Council multiple times and those resolutions were included in the packet.



**Dave Reggiani** ~ I know the grant was. Someone has to approve the sidewalk at some point. I'm suggesting that could be some homework to review the code and see where we are and what is necessary before construction happens.

**Samantha Greenwood** ~ The first South Fill meeting is March 26<sup>th</sup> from 6-8:30 PM at the Masonic. There's a facilitator running it. That's the first of three. We're hoping for an end product. The Mobile Grid Lease went back to Council and was signed as an 18 month lease. The second handout was Ex Parte contacts and communication. We are having quite a bit of public input and involvement and it's important for you to read this and understand, especially with a work session. It's also in your Planner's Handbook.

**Tom McGann** ~ What is the ALI/ANI?

**Samantha Greenwood** ~ That is a federal database/program that has to do with 911 and dispatching and how your addresses are presented so they work through the phone lines with E911. We're learning what that is and how to get there.

**LoForte** ~ Completion date on the Samson deal?

**Samantha Greenwood** ~ Final Plat today. It'll go to City Council. April 1<sup>st</sup> is the deadline for the electrical. Some of the boat moving and building moving will be as they can make it happen. The electrical, water, sewer stuff is supposed to be done by April 1<sup>st</sup>. It's trenched and the conduit is laid.

**J. New Business**

**a. Conditional Use Permit by Marine Exchange of Alaska for the construction of a 30' ROHN VHF tower located behind the Harbormaster Building at Lot 12, Block 1 (voice vote)**

**M/Reggiani S/Greenwood**

"I move to approve the requested Conditional Use Permit to install a 30' (thirty foot) ROHN Tower for VHF radio by Marine Exchange of Alaska at 114 Nicholoff Way, Lots 1 and 12, Block 1 South Fill Development Park with the special conditions listed in the staff report dated March 4, 2013."

**Reggiani** ~ Looking at the criteria, I concur with the staff's recommendation.

**Greenwood** ~ Special conditions are listed there, I have no problems.

**McGann** ~ This is the 30' not 40'?

**Bryan Hinderberger** ~ Yes, 30'. We originally thought 40' but after talking to the manufacturer we found that we could use the 30' ROHN tower.

**Tom McGann** ~ The existing fence at the Harbormaster building is more than adequate.

**Tony Schinella, 100 Eyak Drive, Harbormaster** ~ There is a 6' fence with barbed wire behind the Harbormaster building that is locked at night.

**Bailer** ~ This would allow the City to collocate an antenna on it?

**Tony Schinella** ~ Bryan said if we want to put our radio antenna on there we could.

**Upon voice vote, motion passed, 5-0**

**Yea: Bailer, Reggiani, Greenwood, LoForte, McGann**

**Nay: None**

**b. Preliminary Plat of Lot 8, Vina Young Subdivision (voice vote)**

**M/LoForte, S/Reggiani**

"I move to approve the Preliminary Plat of Lot 8A and Lot 8B, Vina Young Subdivision."

**Tom McGann** ~ On the east side there is a gravel drive that is over the property line.

**Nina Albers** ~ That is an easement area. We use it but we drew our (subdivision) property lines so you can push a new road on the other side if we can't use the graveyard side anymore.

**Upon voice vote, motion passed, 5-0**

**Yea: Bailer, Reggiani, Greenwood, LoForte, McGann**

**Nay: None**

**c. Final Plat of the City of Cordova and Samson Land Swap (voice vote)**

**M/Reggiani S/Greenwood**

"I move to approve the final plat of Tract 1A Ocean Dock Subdivision Addition #2 and Tract 1B Samson Tug and Barge Alaska Tideland Survey #220."

**Reggiani** ~ I support the reorganization. It's a good idea. It puts Samson closer to the dock and helps with their traffic. It's beneficial to the City by increasing space by the travel lift.

**LoForte** ~ I support the motion, but for the future I think all of us would be aware that the Harbor not pick up the complete cost of moving all the utilities. In the future I think the cost of the relocation should be split.

**Upon voice vote, motion passed, 5-0**

**Yea: Bailer, Reggiani, Greenwood, LoForte, McGann**

**Nay: None**

**K. Old Business**

None

**L. Miscellaneous Business**

None

**M. Pending Calendar**

March 26, 2013, 6-8:30 PM South Fill 1<sup>st</sup> Public Meeting at Masonic

April 8, 2013, 6:30 PM Harbor Commission and Planning Commission Joint Work Session for Lot 3A, Library Meeting Room with on-site visit: will be discussing Available or Not Available only.

April 16, 2013, 6-8:30 PM South Fill 2<sup>nd</sup> Public Meeting at Masonic

April 30, 2013, 6-8:30 PM South Fill 3<sup>rd</sup> Public Meeting- Location to be determined.

**Bailer** ~ Would like to start working on the Comprehensive Plan. It is 5 years old and outdated. We need to let the School update their section, the Departments update their sections and then we will compile it.

**N. Audience Participation**

**David Allison**, 203 Whiskey Ridge ~ I appreciate the time you put in. Regarding 3<sup>rd</sup> Street and the Safe Routes to School Sidewalk Project: I drive there every morning. It is a dangerous street. I know Council approved a grant application. I can't imagine the final plan not going through the Planning Commission. Snow removal needs a plan. The sidewalk will need to be sanded. I would want this commission to have somewhat of a final say. If Council needs to make that happen we can talk about that as well. Regarding the fence: I was unclear if you chose to waive the fence requirement; maybe needs to be clarified before the meeting is over. Regarding the Comprehensive Plan: I wouldn't put my Planner in a position to have to ask Department heads to update their portion of the Comp Plan; I would ask the City Manager. I appreciate the joint work session with the Harbor Commission that's been scheduled. At the City Council meeting I wanted a description of the Harbor Plan. I want a good plan.

**O. Commission Comments**

**John Greenwood** ~ Nice to see we're checking some things off like the Samson thing. It's nice to see some things getting finished.

**Tom Bailer** ~ Comp Plan-We started that around 2003, it took until 2008. We had it on the agenda for every meeting. If we have short meetings, we took an hour to discuss a section. It is way outdated now. There's a lot to be done but the least we can do is get it on the agenda and get it done. We should have it up to that point.

**P. Adjournment**  
**M/LoForte S/Greenwood**  
**Motion to adjourn at 7:50 pm**

Shannon Joekay      4/15/13  
Shannon Joekay, Assistant Planner      Date