1. CALL TO ORDER

2. ROLL CALL
Chairman Tom Bailer, Commissioners David Reggiani, John Greenwood, Greg LoForte, Tom McGann, Scott Pegau and John Baenen

3. APPROVAL OF REGULAR AGENDA (voice vote)

4. APPROVAL OF CONSENT CALENDAR (voice vote)
   a. Minutes of 2-12-13 Planning Commission Regular Meeting…………………………(Pages 1-5 )

5. RECORD ABSENCES

6. DISCLOSURES OF CONFLICTS OF INTEREST

7. CORRESPONDENCE
   a. Letter from Joe Arvidson re: Proposed sidewalk on 3rd Street and water pipes……..(Page 6 )

8. COMMUNICATIONS BY AND PETITIONS FROM VISITORS
   a. Guest Speakers – None
   b. Audience comments regarding agenda items (3 minutes per speaker)
   c. Chairpersons and Representatives of Boards and Commissions

9. PLANNERS REPORT…………………………………………………………………………..(Page 7 )

10. NEW BUSINESS
    a. Conditional Use Permit request by Marine Exchange of Alaska (voice vote)……..(Pages 8-25)
    for the construction of a 30’ ROHN VHF tower located behind the
    Harbormaster Building at Lot 12, Block 1
    b. Preliminary Plat of Lot 8, Vina Young Subdivision (voice vote)…………………(Pages 26-32 )
    c. Final Plat of the City of Cordova and Samson Land Swap (voice vote)……………(Pages 33-36)

11. OLD BUSINESS

12. MISCELLANEOUS BUSINESS

13. PENDING CALENDAR
   a. March 2013 Calendar……………………………………………………………………(Page 37 )
   b. April 2013 Calendar……………………………………………………………………(Page 38)

14. AUDIENCE PARTICIPATION

15. COMMISSION COMMENTS

16. ADJOURNMENT

If you have a disability that makes it difficult to attend city-sponsored functions, you may contact 424-6200 for assistance. Full Planning Commission agendas and packets are available online at www.cityofcordova.net
PLANNING COMMISSION REGULAR MEETING  
FEBRUARY 12, 2013 @ 6:30 PM  
LIBRARY MEETING ROOM  
MINUTES  
DRAFT

In those matters coming before the Cordova Planning Commission at 6:30 PM on Tuesday, February 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, John Greenwood, Greg LoForte, Tom McGann, Scott Pegau, John Baenen and David Reggiani (via teleconference at 6:28 pm).

Also present was Planner, Samantha Greenwood and Assistant Planner, Shannon Joekay. There were 9 people in the audience.

C. Approval of Agenda

M/Greenwood S/Pegau  
Upon voice vote, motion passed, 7-0

D. Approval of Consent Calendar  
Minutes from the December 11, 2012 Regular Meeting  
Minutes from the January 8, 2013 Regular Meeting

M/Pegau S/Greenwood  
Upon voice vote, motion passed, 7-0

E. Record Absences  
None

F. Disclosure of Conflict of Interest  
None

G. Correspondence  
A letter in support of the Prince William Sound Science Center from CEC

H. Communication by and Petitions from Visitors  
1. Guest Speakers  
None

2. Audience comments regarding items in the agenda  
Steve Hoots Witsoe, Shelter Cove-Lot 4, USS 2764 ~ I am here to request an easement on Lot 3. There are 3 households at Lots 4, 5 and 6. The original lots were surveyed in 1948. Since then, a lot of stuff has happened (the ’64 Earthquake), and the road was built out to Orca Cannery and originally our lots, the front of our lots were front tidelands. So the easement was pretty much water access, but since then, things have changed. We have an easement for Lot 4, Lot 5 and Lot 6 and we’re looking to extend that easement to Lot 3. I am a co-owner of Lot 3, along with the people that own Lot 5 and Lot 6. We all recently bought Lot 3. I’d like to see that treated as a separate lot, just like it is. I would like to see that the easement goes the full length of that front lot just like we have on the other lots. I would also
like to see that our easements are connected in the sense that this is supposed to be a
residential area and I think that it best serves everyone’s interest to have one access point
for all those lots, instead of having a separate access for Lot 3. Especially since we own that
and are going to be wanting to travel back and forth. I think if Lot 3 ever went to another
owner, with someone living out there, it would just make sense that we all access our lots
from the same road. I know this meeting is mostly about the easement for that but I think
it’s also a great opportunity for us to discuss the plans for out there. We do have an
easement but it’s really subject to the tides and rains and we’re looking to do some work on
that road. Maybe there’s something we can just come to an overall agreement with is where
we’re going to, what’s the best place to put that easement from our front easement to that
New England Cannery Road. My point is that I would like to see a full easement across the
front of our property. I’d like to see it connected to our other easements so that we’re all
contained as one.

Rob Mattson, 301 Lake Avenue ~ I just want to make a few comments on the Safe Routes
to School Sidewalk Project coming up the East side of Lake Avenue. There’s 4 driveways on
that side of the street and with the sidewalk being proposed where it is, it’s going to create a
lot more hassle for these kids, especially with the snowy type conditions when people will be
backing out of their driveways. The west side of the street, to me, it seems like it would be a
lot safer for our children. People are backing out, it gives you a lot more area to look through
your rear view mirror, there’s also a street light on that side of the street. There’s also 4
drop drains in that area that, over the last 10-12 years, I actually worked with Mr. Squires
and George Keeney. I’m finally getting drainage on that side of the street, to keep from
getting 2 foot ruts down the middle of the road and I really think that putting that sidewalk
on the west side would benefit our children a lot more. It would be a lot safer for them and
also the proposed raised sidewalk across Lake Avenue—it would be a lot less drainage hassle.
Just by living on that corner and watching the water flows, it would be a lot less hassle for
the drip drain, would still take effect. Also, there are 2 drop drains on Lake Avenue, west of
that and if they put it in on the east side than that strip drain won’t take effect for the
drainage coming off Lake Avenue. We’re going to have a lot of flooding in that area which
would also possibly flood my garage out. With that being said, I just wanted to express
concern and hopefully you guys will take a look at the safest route for our children is actually
going to be on the west side of the street rather than the east side.

Tom Bailer ~ Hey Rob, what’s your title with the State?
Rob Mattson ~ I’m here on my personal behalf, not the State’s.
Tom Bailer ~ Right, but you do work for the State? Are you going to stay for the meeting?
Rob Mattson ~ Probably.
Tom Bailer ~ Yea, if you wouldn’t mind we may have some questions and concerns from the
State aspect if you wouldn’t mind answering. Thank you.

3. Chairpersons and Representatives of Boards and Commissions
None

I. Planners Report
The zoning bulletins / building inspector will be distributed to McGann, Greenwood and
Pegau electronically. LoForte, Bailer, Baenen and Reggiani will receive hard copies of them.

Baenen will receive the full copy of the Alaska Planning Commission handbook, while
Reggiani requested the PDF version. All others will receive the updates.

The webpage will now show names, terms and a phone number for all members except
LoForte. LoForte’s will just show his name and his term.

Land Disposal maps will maybe be on the next meeting.

J. New Business
a. Request for Access Easement on Tract A, ATS 900 (voice vote)

M/Greenwood S/LoForte

“I move to approve the resolution 13-02 and the special conditions listed in this staff report.”

Samantha Greenwood ~ Can I just make a couple comments?

Bailer ~ Yes please.

Samantha Greenwood ~ Since the packet came out, there have been a lot of questions about public vs. private easements. I sent a question to the lawyer to get the questions answered. The lawyer hasn’t gotten back yet. There are still good things to talk about, where and how the easement will be located, future use of the area down there. It may have to come back to staff for the legal terminology.

Reggiani ~ What’s the purpose of a public access easement on public land?

Samantha Greenwood ~ That is another question I have for the lawyer.

Greenwood ~ I am not sure it is in the City’s best interest to do the proposal like that without further discussion. I think we can give them access to their property with a little less property from the City.

Samantha Greenwood ~ I did research ATS 900 and we cannot sell that property. It has a deed restriction from the State. We can lease it. There is the existing public access easement on ATS 1610, the gravel road.

Bailer ~ Parks and Rec may have some interest in this lot for future development?

Samantha Greenwood ~ I spoke with Parks and Rec. They are working on their 10 year Master Plan and are just wrapping up the Odiak Campground, this is their next piece of property to discuss.

Bailer ~ It would be smart to hear what they have to say. There are two ways we can go, we can give them smaller access or create an easement that would also give the City access to Tract A, if the City was going to create a park. We can all agree that we want to give them legal access that is functional but we just have to figure out how to do it. I would like to refer it back to Staff to look into it more and speak with Parks and Rec.

Kirsti Jurika, resident of Flemming Spit ~ This easement that gives us access to Lots 4, 5 and 6, comes up to Lot 3 but there is a pretty substantial creek that we are trying to re-establish. That actually doesn’t give good access to Lot 3. Just wanted that as part of the planning.

Reggiani ~ Would also like Sam to look into the public access that is adjacent to the pond. Can you do research and find out if that access easement is specific to foot traffic?

Bailer ~ I think we need to make an overall plan for this area to see what’s best for Lot 3 and the City. Parks and Rec need to sit down and bring their idea to us.

McGann ~ The existing approach to Lots 4, 5 and 6 is terrible. Whose responsibility is that?

Samantha Greenwood ~ We’ve been talking to Public Works to get a handle on that. It is City property and it is a City public access. So that’s another question of legal responsibility: maintenance, development all those things when you turn it to a public easement.

Bailer ~ Make a motion to refer it back to staff?

M/Greenwood S/McGann

“I move to refer this back to staff.”

Upon voice vote, motion passed, 7-0

Yea: Bailer, McGann, LoForte, Pegau, Reggiani, Greenwood, Baenen

Nay: None

b. Safe Routes to School Sidewalk Project

Karen Swartzbart, Eccles Lagoon; Kathy Zamudio; Teresa Keel, Superintendent of Schools

After a long discussion, issues needing to be addressed by the Planning Staff and the Engineers are:

- drainage issues
• which side of the street is best for kids and home owners (might have to do with the drainage)
• has this project area been surveyed
• should stop signs be installed on Adams to help kids cross the street (three way street)
• what is the designated driveway easement (15’ vs. the entire length of a homeowner’s lot)
• should Third Street be a one way street?

All members agree that it is a good idea.

c. Letter of Interest to lease a portion of the Cordova Jr./Sr. High School (voice vote)
M/Greenwood S/McGann
“I move to recommend to City Council to dispose 1203 square feet of classroom and office space at the High School Building (USS 2637) by procedure #1.”

Pegau ~ Is this a forgiveness issue?
Samantha Greenwood ~ No, a special use permit is in effect waiting for the longer term lease-5 year lease. This lease has to be approved by the City Manager and has to go to Council for approval.
Teresa Keel ~ The lease may change but will be amended accordingly.

Upon voice vote, motion passed, 7-0
Yea: Bailer, McGann, LoForte, Pegau, Reggiani, Greenwood, Baenen
Nay: None

K. Old Business
None

L. Miscellaneous Business
None

M. Pending Calendar

N. Audience Participation
None

O. Commission Comments

Greenwood ~ Would like to push the sidewalk through. It's good to get more projects going.
Bailer ~ Wants to keep updated with reports of (Safe Routes) project.
LoForte ~ Wanted to know the update on Samson’s.
Samantha Greenwood ~ Moving forward on Samson’s. They have the conduit down and are waiting for the move of the office and shop. The completion date is April 1st for the electrical. The boats and storage move may be ongoing.
Pegau ~ Would like to have an understanding of the existing driveway easements at Flemming Spit.
Baenen ~ Will not be able to make the March 12th meeting and cannot call in as he will be on the plane.

P. Adjournment
M/McGann S/Pegau
Motion to adjourn at 7:50 pm
February 27, 2013

Sam Greenwood  
City of Cordova Planner  
P.O. Box 1210  
Cordova, Alaska 99574

RE: Proposed sidewalk on 3rd Street

Dear Sam:

This letter is in response to a letter I received from the City a few weeks ago informing me that the City is considering putting a sidewalk in front of our property on 710 3rd Street. In short my wife and I are in favor of the sidewalk as we think it will make it a lot safer for all the kids that walk and bike up the street to and from school. However, we do have some concerns that we would like addressed.

Our major concern is with the water pipes below the street that run to our house. We argued with the City over the ownership/responsibility of the water pipes that run to our property for approximately a year. The result was a change in City Code that now holds the City responsible for the maintenance and repair of water pipes up to the “curbside” of a landowner’s property. The pipes that run down 3rd Street are old and need to be replaced. The pipes running to our house burst a year or so ago and rather than fix the pipes in their entirety the City replaced a small section of corroded pipe. I am sure the pipes will leak again in the near future. While we are not requesting that the pipes be replaced at this time (although that would be a smart move), we do request that the City, at a minimum, put a water shutoff valve curbside in front of our property and place new water pipes under the sidewalk prior to laying it down. Failure to do so will result in the City having to tear up the new sidewalk to replace the pipes below it in the near future. It would be a cost effective move for the City to do this in one fell swoop while all the construction equipment is on site in the event that the sidewalk is actually layed.

Our second concern is that the sidewalk be layed flush with our property so that in the winter when Wilson Construction plows snow out of our driveway the sidewalk is not a hindrance to the loader or is not destroyed.

Thank you,

Joe Arvidson

710 3rd Street
Cordova, AK 99574
To: Planning Commission  
From: Planning Department Staff  
Date: 3/12/13  
Re: Recent Activities and updates

- Samson land swap is nearing completion, trenches have been dug and conduit laid
- No building permits issued.
- Safe Routes to School Project: Application, Project Agreement and Project Documents have been accepted by Steve Soenksen. We have now passed the project to Moe and Josh for completion. They will give updates to us to pass along to the Planning Commission.
- We forwarded Joe Arvidson’s letter to Public Works for their review.
- Chapters 8 and 14 re-writes, which includes the water line issue, will be on the March 14, 2013 Special City Council meeting.
- Prince William Sound Community College proposed lease is being reviewed by lawyer.
- Nichols’ and Camtu’s purchase agreements signed, closing within 60 days.
- Waiting on Harbor Commission’s input for land disposal maps. Hoping to have an answer by the next meeting.
- Mobile Grid Lease is on the 3/6/13 City Council Meeting. Will update during our meeting.
- Ski Hill: City contract with Sheridan Alpine Association is near completion. Negotiating through one clause in the contract.
- Chamber of Commerce lease is signed and in place.
- Addressing: Met with Chief Wintle and Dispatch Lead Nancy Gentry. Working through ALI/ANI database requirements. Also working on GIS requirements for 911.
Memorandum

To: Planning Commission
Thru: Planning Department Staff
Date: March 4, 2013
Re: Preliminary Plat

PART I. GENERAL INFORMATION

Requested Action: Conditional Use Permit for the construction of an 30' (thirty foot) ROHN Tower for VHF radio

Applicant: Marine Exchange of Alaska

Owner’s Name: City of Cordova, Harbor Master Building (Land Owner)
              Marine Exchange of Alaska (Tower Owner)

Address/Survey: 114 Nicholoff Way, Lots 1 and 12, Block 1 Southfill Development Park

Zoning: Waterfront Commercial

PART II. BACKGROUND

A completed application has been submitted by Marine Exchange of Alaska for a conditional use permit to place a telecommunication tower (VHF) on lots 1 and 12, Block 1 of the Southfill Development Park (Harbor Master Office Lots).

Marine Exchange of Alaska is a non-profit maritime organization that serves to enhance safe, secure, efficient, and environmentally responsible maritime operations. They provide a coastal Alaska vessel tracking network for a number of varying organizations throughout the world. The Coast Guard is a major supporter of their organization in that they use their network for response and compliance throughout AK. For additional background information their web site is www.mxak.org.

This tower is not a cell phone tower but according to the definitions in code of a telecommunication tower and telecommunication the conditional use process for telecommunication towers must be followed.

18.08.564 - Telecommunication tower.

"Telecommunication tower" means a structure intended to support equipment used to transmit and/or receive telecommunication signals including monopoles, guyed and lattice
steel structures. This definition does not include a tower that supports only one or more amateur radio antennas.

18.08.562 - Telecommunication.

"Telecommunication" means the transmission and reception of messages, impressions, pictures, and signals by means of electricity, electromagnetic waves, and any other kind of energy, force variations, or impulses whether conveyed by cable, wire, radiated through space, or transmitted through other media within a specified area or between designated points.

PART III. REVIEW CRITERIA

Applicable zoning regulations for this request are:
   Chapter 18.60 Conditional Use Permits.

18.60.015 C
The planning commission may approve an application under this section, with or without conditions, if the application meets the following criteria:

1. Location and Visual Impact. The proposed location of the telecommunication tower will minimize the visual impact on the surrounding area while allowing the telecommunication tower to function in accordance with minimum standards imposed by the applicable telecommunications regulations and the applicant's technical design requirements. Telecommunication towers and attached antennas and equipment must be painted or coated in a color that blends with the surrounding environment. Muted colors, earth tones, and subdued hues, such as gray, shall be used. All associated structures such as equipment buildings, including the roofs, shall be painted with earth tone colors unless otherwise required under this code or other applicable law. Where necessary to make a telecommunication tower compatible with the historical, environmental or cultural character of its location, the planning commission may require that the telecommunication tower be disguised, hidden or screened, or integrated as an architectural feature of a structure, to reduce its visual impact.

The tower will be 14 feet above the Harbor Master building. The tower will be steel/gray color and should not be a visual impact to residential neighborhood across from Southfill.

2. Inability to Collocate. It is not feasible to locate the applicant's telecommunication antenna and other equipment on any existing structure or tower under the control of the applicant.

There are two telecommunication towers (see attached map) at the end of the road near the proposed site. Co-location on these two towers is not possible because of
interference with frequencies. Below is a summary of the emails between David Goss from NOAA, the planner, and Bryan from Marine Exchange of Alaska.

One thing that we have had problems with in the past in regards to NOAA facilities is that they tend to broadcast their weather information on 162MHz and our radios are receive only at 161.975MHz and 162.025MHz. This is rather detrimental to our radios in that when NOAA "broadcasts" our antenna will be damaged along with reduced coverage capability. I am not certain as to the activities that NOAA is partaking in at this particular tower but if they are doing any broadcasting it is best not to be near their equipment. (Bryan Marine Exchange)

According to information in my files, this is a data collection system which broadcasts meteorological readings. The frequency I have on file for this site is 162.55 Mhz, but I have asked the NWS office to confirm this. (Dave Goss NOAA)

The co-location with NOAA will not work for us due to our similar frequencies and close proximity. It is best to be as far from that transmitter as possible. Thanks for looking into that for us though as it is much appreciated.(Bryan Marine Exchange)

3. Location in a Residential Zoning District. An applicant seeking to locate a telecommunication tower in a residential zoning district must show that the area cannot be adequately served by a telecommunication tower located in a nonresidential zoning district for valid technical reasons.

   N/A

4. Location on Public Property or Other Private Property. If the applicant proposes to acquire a site on private property for the telecommunication tower, the applicant must show that no available publicly owned site or available privately owned site occupied by a compatible use is suitable under applicable communications regulations and the applicant's technical design requirements.

   N/A

5. Design for Future Use. A new telecommunication tower shall be designed to allow collocation of telecommunication antennas equal in number to the applicant’s present and reasonably foreseeable future requirements.

   The tower is not designed for co-location due to the frequencies issues.

6. Safety Code Met. The telecommunication tower meets all applicable laws and code requirements, including without limitation health, nuisance, noise, fire, building and safety code requirements.

   The tower has stamped engineer drawings.
7. Distance from Existing Telecommunication Towers. A telecommunications tower shall not be approved if it is located within one-half mile (two thousand six hundred forty feet) of an existing telecommunication tower, unless the applicant certifies that the existing telecommunication tower does not meet the applicant’s structural specifications and technical design requirements, or that a collocation agreement could not be obtained.

The closest telecommunication tower is on the ski hill and is over 4000 feet away.

8. Zoning Requirements. With the exception of requirements for setback and height, which are established in this section, the telecommunication tower must comply with all applicable zoning laws and regulations, including, without limitation, all laws governing land development, visibility, fencing, screening, landscaping, parking, access, lot size, exterior illumination, and sign, storage.

The tower while not an actual building is an accessory to the permitted principal uses of docks and harbor facilities. The harbor master can assist Coast Guard or other agencies if needed. The tower, which serves a water dependent activity also fits in to the purpose of the zone district.

18.39.010 - Purpose.

The following statement of intent and use regulations shall apply in the WCP district: The waterfront commercial park district is intended to be applied to land with direct access or close proximity to navigable tidal waters within the city. Structures within the WCP district are to be constructed in such a manner as to be aesthetically consistent with, and reflect the community’s marine—oriented lifestyle. Uses within the waterfront commercial park district are intended to be water-dependent or water-related, and primarily those uses that are particularly related to location, recreation or commercial enterprises that derive an economic or social benefit from a waterfront location.

18.39.020 - Permitted principal uses and structures
C. Docks and harbor facilities;

9. Setback. In all zoning districts, a telecommunication tower must be located no less than a distance equal to the tower height from all lot lines.

This requirement has been met and is shown in the attached site plan.

9. Signs. No signs may be located on a telecommunication tower except for identification signage.

Application has agreed to this requirement.

11. Lighting. No lighting may be located on a telecommunication tower except as reasonably required for safety purposes or as required by the Federal Communications Commission, Federal Aviation Administration or other government agency with jurisdiction.
Application has agreed to this requirement.

12. Fencing. A fence with a minimum height of eight feet must be placed on the perimeter of the site of a telecommunications tower site to limit access by the public.

The tower will be located inside the fenced portion of the harbor masters lot public access will be limited. Applicant would like to have this requirement waived because of the secured location of the tower.

13. Height. The height of a telecommunications tower may not exceed the maximum tower height specified in the conditional use permit or in this section.

The tower will not be more than the height stated in the condition use permit.

PART V. STAFF RECOMMENDATION

Staff recommends that the Planning Commission 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 Southfill Development Park.

PART VI. SUGGESTED SPECIAL CONDITIONS

Staff recommends these special conditions

1. Before a building permit is issued a fence will be added to the site plan if P&Z does not feel that the Harbor master’s locked gate is adequate to waive this requirement.

PART VII. SUGGESTED MOTION

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 Southfill Development Park with the special condition listed in the staff report dated March 4, 2013.
# Conditional Use Permit 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.

<table>
<thead>
<tr>
<th>Type of Request</th>
<th>Fee</th>
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<td>Use Variance</td>
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<td>Dimensional Variance</td>
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<td>Conditional Use Permit</td>
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<td>Exception</td>
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### Applicant Information

<table>
<thead>
<tr>
<th>Name</th>
<th>Bryan Hinderberger</th>
</tr>
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<tbody>
<tr>
<td>Address</td>
<td>1000 Harbor Way, Suite 204</td>
</tr>
<tr>
<td>Telephone [home]</td>
<td>907-957-0038</td>
</tr>
<tr>
<td>Business Name</td>
<td>Marine Exchange of Alaska</td>
</tr>
<tr>
<td>Business Address</td>
<td>1000 Harbor Way, Suite 204</td>
</tr>
<tr>
<td>Telephone [business]</td>
<td></td>
</tr>
<tr>
<td>Business FAX</td>
<td></td>
</tr>
<tr>
<td>Project architect/engineer</td>
<td></td>
</tr>
<tr>
<td>Address of architect/engineer</td>
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<td>Telephone of architect/engineer</td>
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### Property/Project Information

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<th>114 Nicholoff Way, 122 Harbor Loop Rd</th>
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<tr>
<td>Parcel identification number</td>
<td>02-074-100,02-473-122</td>
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<tr>
<td>Property owner [name/address]</td>
<td>City Of Cordova</td>
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<tr>
<td>Current zoning</td>
<td>Water Front Commercial</td>
</tr>
<tr>
<td>Proposed use</td>
<td>VHF Tower</td>
</tr>
<tr>
<td>Construction start date</td>
<td></td>
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<tr>
<td>Estimated Cost of Construction</td>
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CUP APPLICATION - Page 2
| 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. | City of Cordova, PO Box 1210 Cordova AK |
| Real Estate Firm/Broker handling sale of property. Provide name and address. **Note:** 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. | NA |
| City Business License Permit Number (if applicable) | NA |

### APPLICANT CERTIFICATION

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.

By: __________________________ (Signature)  By: __________________________ (Signature)

Name: __________________________ (Type/Print)  Name: __________________________ (Type/Print)

Date: 2/26/13  Date: __________________________

### CITY USE ONLY - PLEASE DO NOT WRITE IN THIS SECTION

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<td>Fee paid:</td>
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<td>Does application require a public hearing? Planning Commission: City Council:</td>
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<tr>
<td>Staff review date/reviewer name: Planning Commission final action: City Council final action:</td>
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<tr>
<td>Other:</td>
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**SITE PLAN CHECKLIST**

_________________________ APPLICANT
1. The Marine Exchange of Alaska is a non-profit organization located in Juneau, AK. Our organization provides the maritime industry in AK with a safety network for vessel tracking. A number of different organizations throughout the state utilize this network in order to enhance safe, secure, efficient, and environmentally responsible maritime operations.

The Marine Exchange of Alaska (MXAK) has contacted Tony Schinella, Cordova Harbormaster, in order to find a suitable location for an installation of a ROHN tower that will provide both the Cordova Harbormaster along with MXAK a more suitable and permanent location for VHF antennas. The Marine Exchange of Alaska will be installing one VHF antenna on the tower. The antenna that MXAK would install would be a “receive” only antenna, therefore not transmitting at any time. The tower will also serve to provide space for the Harbormaster to install one VHF antenna in order to improve range on marine band communication in and around the Cordova area. We desire a tower at a height of approximately 40’, above ground level, in order to clear any rooflines/obstructions in the near vicinity.

We have contacted Tony with the Harbormasters office in Cordova since his line of work is directly related to what we provide as an organization. Both of our organizations would benefit from the installation of this tower. We also require an internet backhaul to transmit data back to our servers in Juneau and the Harbormasters office would serve as the access point for that internet connection.

2. ROHN 25G 40’ AGL Tower with a poured 5’x5’x5’ foundation. One, 3 element Comprod antenna for MXAK purposes. This antenna is all aluminum.

3. See Attached Site Plan

4. See Attached Map of NOAA Weather Station and Tsunami Tower

5. SEE AK engineer report

6. Marine Exchange of Alaska will own the tower. There will be 1 VHF Directional antenna located on the tower.

7. See attached

8. An FCC license is not required for the antenna that we are installing since it is a “receive only” antenna.

9. Line of sight analysis. See Attached

10. Written agreement, on form approved by city attorney, to remove tower and restore site to original specs if tower becomes unused.

11. Not Applicable

12. Engineer Certificate.
Approximate Proposed Tower Location

Location Map for Conditional Use Permit
February 27, 2013

Marine Exchange of Alaska  
Attn: Bryan Hinderberger  
1000 Harbor Way  
Suite 204  
Juneau, AK. 99801  

Reference: Cordova, Valdez Cordova County, AK  
File Number: 205807 R1  

Enclosed, please find the following for your use:  

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<tr>
<th>Copies</th>
<th>Drawing Number</th>
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<td>DWG-0128 R2</td>
<td>Mat Foundation Sealed for the State of Alaska</td>
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<td>Foundation Notes Sealed for the State of Alaska</td>
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Contact Phone Number: 305 599 8766  
Email Also: bryanhinderberger@mxak.org  

Sincerely,  

Joel Stone  

he
PURCHASER: MARINE EXCHANGE OF ALASKA

PRODUCT NAME: 30 FT 110 MPH 45G SELF-SUPPORTING TOWER 45SS030

DRAWING NUMBER: DWG-0617 R1 AND DWG-0128 R2


THE T.I.A. STANDARDS REPRESENT THE ACCEPTED INDUSTRY MINIMUM STANDARDS AND PRACTICES FOR THE DESIGN OF STEEL ANTENNA SUPPORTING STRUCTURES AND MAY OR MAY NOT EQUAL OR EXCEED LOCAL, STATE OR FEDERAL REQUIREMENTS FOR A SPECIFIC APPLICATION. THE T.I.A. STANDARDS, AS WITH MANY BUILDING CODES, ARE NOT INTENDED TO COVER ALL LOCAL CONDITIONS WHICH MAY EXIST AT A SPECIFIC LOCATION AND THEREFORE SHOULD NOT BE RELIED UPON FOR A SPECIFIC SITE OR APPLICATION WITHOUT COMPETENT PROFESSIONAL EXAMINATION AND VERIFICATION OF ITS ACCURACY AND SUITABILITY.

CERTIFIED BY: [Signature]

DATE: 2/27/13

Page 19 of 38
### 100 MPH 3-SECOND GUST WIND SPEED

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### General Notes
- All data is collected at the specific locations and times indicated.
- The wind speed is measured using anemometers and anemographs.
- The data is used for historical analysis and future predictions.
- This data is not intended for commercial use without explicit permission.

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### 90 MPH 3-SECOND GUST WIND SPEED

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### 60 MPH 3-SECOND GUST WIND SPEED

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Looking South

Looking North

Looking West

Looking East

Tower will be 24 feet above the building.
Bryan Hinderberger  
AIS Technician  
Marine Exchange of Alaska

February 21, 2013

Mr. Hinderberger:

The City of Cordova, as the property owner, hereby authorizes and supports the application for a VHF radio tower located at the Harbor Masters Office. The owner of the tower will be Alaska Marine Exchange of Alaska and will be responsible for maintenance of the tower. 

Sincerely,

[Signature]
Donald L. Moore, Interim City Manager
Memorandum

To: Planning Commission
Thru: Planning Department Staff
Date: February 26, 2013
Re: Preliminary Plat

PART I. GENERAL INFORMATION:

File No.: 02-072595 Lot 8 Block 5 Vina Young Subdivision
Requested Action: Preliminary Plat approval

Applicant: Louie and Nina Albers
Owner's Name: Louie and Nina Albers
Zoning: Low Density Residential (LDR)
Applicable Regulations: Title 17, Subdivision Regulations
Title 18, Zoning Regulations

PART II. BACKGROUND:

The proposed subdivision is to divide the current lot into two lots. Both lots will meet the Low Density Residential code requirements of minimum lot size of 4000 square feet, width requirements of 40 feet and setbacks requirements.

Lot 8B does not currently meet the use portion of zoning requirements for LDR because it does not have a residential component in the warehouse building. The warehouse is considered an accessory building which is a permitted use but as defined will not work in this situation, the definition of accessory building is

18.08.030 - Accessory building.

"Accessory building" means a detached building, the use of which is appropriate, subordinate and customarily incidental to that of the main building or to the main use of the land and which is located on the same lot as the main building or use. An accessory building shall be considered to be a part of the main building when joined to the main building by a common wall not less than four feet long or when any accessory building and the main building are connected by a breezeway which shall not be less than eight feet in width.
The owners of the property are asking to subdivide concurrently with starting the addition of a residential component to the warehouse. The lawyer said this is acceptable if the verbiage below is added as a plat note on the new plat and that the applicants have applied for and received a building permit prior to the approval of the final plat. This allows them to subdivide, sell the house and begin the process of adding a residential component to their warehouse.

4. THE GARAGE STRUCTURE LOCATED ON LOT 8B SHALL HAVE NO USE OR OCCUPANCY OF THE GARAGE STRUCTURE EXCEPT AS A ONE-, TWO- OR THREE-FAMILY DWELLING, OR AS AN ACCESSORY BUILDING TO A ONE-, TWO- OR THREE-FAMILY DWELLING LOCATED ON THE SAME LOT.

PART III. SUGGESTED FINDINGS:

1. The proposed subdivision conforms to the purposes and requirements of the Subdivision Ordinance; and the Comprehensive Plan Policies and serves the public use, health and safety

2. There are no known physical conditions present which may be hazardous to the future inhabitants with this Subdivision

PART III. SPECIAL CONDITIONS
Staff recommends this special condition be met prior to the final plat being presented to Planning and Zoning.

1. A building permit has been obtained from the planning department for the residential component for the warehouse.

PART V. STAFF RECOMMENDATION:

Staff recommends that the request for Preliminary Plat approval for Louie and Nina Albers, Lot 8A and Lot 8B, Vina Young Subdivision be approved by the Planning Commission.

PART VI. RECOMMENDED MOTION:

Motion for Approval:
"I move to approve the Preliminary Plat of Lot 8A and Lot 8B, Vina Young Subdivision."
**Subdivision - 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.

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<td><strong>plus $20 per lot</strong></td>
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<td>Final Plat</td>
<td>1/2 of Prelim Plat</td>
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<td>Plat Amendment</td>
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<td><strong>plus $15 per lot</strong></td>
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**Applicant Information**

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<th>Lowe &amp; Nina Albee</th>
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<tr>
<td>Address</td>
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<tr>
<td>Telephone [home]</td>
<td>907-424-7508</td>
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**Property/Project Information**

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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:
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.

APPLICANT CERTIFICATION

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.

By: Louie Alber
(Signature)

By: Nina Alber
(Signature)

Name: Louie Alber
(Type/Print)

Name: Nina Alber
(Type/Print)

Date: Date:

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.

CITY USE ONLY - PLEASE DO NOT WRITE IN THIS SECTION

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<td>Staff review date/ reviewer name:</td>
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<td>City Council final action:</td>
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<td>Other:</td>
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Memorandum

To: Planning Commission
Thru: Planning Staff
Date: March 4, 2013
Re: Final Plat

PART I. GENERAL INFORMATION:

File No.: Samson land Swap
Requested Action: Approval of Final Plant for Tract 1A Ocean Dock Subdivision Addition #2 and Tract 1B Samson Tug and Barge Alaska Tideland Survey #220

Applicant: City of Cordova and Samson Tug and Barge
Owner's Name: City of Cordova and Samson Tug and Barge
Zoning: Waterfront Industrial
Applicable Regulations: Title 17, Subdivision Regulations
Title 18, Zoning Regulations

PART II. BACKGROUND:

The City of Cordova and Samson Tug and Barge are finalizing a land swap. This final plat is the last steps to finalizing the land trade between the City of Cordova and Samson Tug and Barge; this land trade, as shown in the final plat will allow the ship yard area to be a contagious piece of property.

PART III. REVIEW OF APPLICABLE CRITERIA & SUGGESTED FINDINGS:

The listed City Code sections require that the Planning Commission must find that the following standards are met for approval of final plat:

1. The proposed subdivision conforms to the purposes and requirements of the subdivision ordinance, the City of Cordova Comprehensive Plan policies and the ordinances of the City of Cordova;

2. The proposed subdivision serves the public use, health, safety, and interest and that proper provisions are made for, but not limited to, the following:

   (a) Adequate traffic circulation. Proposed streets and rights-of-way shall be aligned and built in such a way as to best facilitate the movement of vehicular and pedestrian
traffic and reduce the possibility of congestion and accidents and to serve adjacent properties;

The subdivision is adjusting lot lines and is in an industrial area. The flow of traffic has been addressed with the vacation of the ROW in the new Samson area. The vehicle traffic will be improved by having Samson closer to the city dock for loading and unloading of cargo. It will allow the boat haul out to consolidate their boats to one end of this industrial area.

(b) Consideration shall be given to the physical characteristics of the land in relation to the number of persons, building or sites to be located thereon, and also the availability of public facilities, including but not limited to water supply systems, sewage collection and wastewater treatment facilities, surface water drainage systems, schools, streets and access, parks, and police and fire protection;

This re-platting of these two lots are in an existing subdivision where these requirements have already been reviewed. It is in an industrial zone; schools and parks is not permitted use of this type of zone. Water and sewer have been addressed in the land swap and is adequate for each lot.

(c) The Planning Commission must consider the physical characteristics of the subdivision and may disapprove a subdivision of property which is subject to flood, inundation, swamp conditions, slope conditions or other physical characteristics which may be hazardous to the future inhabitants if the subdivision is approved. The Planning Commission may require productive and protective improvements, which will mitigate dangerous or undesirable physical characteristics;

This is a developed industry fill area and has been in existence for many years without any floods or other physical characteristics which may be hazardous to future use.

PART I V. STAFF RECOMMENDATION:

Staff recommends that the request for final plat approval for, Tract 1A Ocean Dock Subdivision Addition #2 and Tract 1B Samson Tug and Barge Alaska Tideland Survey #220 be approved by the Planning Commission.

PART VI. RECOMMENDED MOTION:

"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"
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