

**PLANNING COMMISSION SPECIAL MEETING
MARCH 31, 2015 AT 6:30 PM
LIBRARY MEETING ROOM
MINUTES**

1. CALL TO ORDER

Chairman *John Greenwood* called the Planning Commission Special Meeting to order at 6:30 PM on March 31, 2015 in the Library Meeting Room.

2. ROLL CALL

Present for roll call were Chairman *John Greenwood* and Commissioners *Tom Bailer, Tom McGann, John Baenen, Allen Roemhildt*, and *Mark Frohnafel*. *Scott Pegau* was present via teleconference.

Also present were City Planner, *Samantha Greenwood*, and Assistant Planner, *Leif Stavig*.

1 person was in the audience.

3. APPROVAL OF AGENDA

M/Bailer S/Frohnafel to approve the Agenda.

Upon voice vote, motion passed 7-0.

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

4. DISCLOSURES OF CONFLICTS OF INTEREST

5. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

a. Audience comments regarding agenda items

6. NEW/MISCELLANEOUS BUSINESS

a. Waterfront Commercial Park District Discussion

S. Greenwood said it was up to the commission to decide what they wanted to do. Any boundary changes require public notice and public hearing and they do not have money for the lawyer, so they would need to ask City Council for that. *Frohnafel* asked why fueling piers were eliminated from the permitted principal uses. *S. Greenwood* said that they had moved it to a conditional use.

S. Greenwood said that in the past the commission was moving towards creating a Harbor Services District which would include the South Fill, the area zoned Economic Development, the Reluctant, and Trident. The work stopped because of funding and work. Any zoning change requires a fair amount of legal review and staff time. *J. Greenwood* said that they didn't have to go down the road of Harbor Services District; that is just the history of what has been done. *Frohnafel* said he keeps going back to the South Fill and how there wouldn't be a lot of people that wouldn't be grandfathered. *Baenen* said that he doesn't look at it as grandfathered; the code has always been there when all those places were built. It was either overlooked or they went forward without variances. *S. Greenwood* said that the idea of a zoning code is what you want it to look like. *Frohnafel* said that he thinks they are hitting their heads against the wall for a small user group since there are only a couple lots left to be developed. *Roemhildt* said that in the future the City might fill and add more area to the proposed district. *Baenen* said that he was thinking they would deal with the parking issue and bring everyone into compliance at the same time instead of getting involved with what's in the packet. *S. Greenwood* said the goal of the Harbor Services District was to get everyone around the harbor in the same district rather than having it piecemeal the way it is now.

Pegau said that the Harbor Services District was modeled off of the Waterfront Commercial Park District, so one of their options is to use the language that they came up with and not worry about changing the boundaries at this point. That way they are setting themselves up so if they plan on extending the district in the future they would be able to change the boundaries. **J. Greenwood** said that he likes the idea of the Harbor Services District, but is not sure of the reality with the state of the City's funding. **Frohnafel** said it would be better to address each area as it is zoned now to meet 2015. **J. Greenwood** said that he would not be opposed to rolling the language over to the Waterfront Commercial Park District without changing any boundaries.

After discussion, the commission decided to combine the Harbor Services District's purpose statement with the Waterfront Commercial Park District's purpose and to have staff present it at the next meeting.

Bailer verified that the permitted uses were more encompassing than before and that the bigger change was that fueling piers would become a conditional use and they added research, educational, and cultural centers. He asked if by permitting offices and warehouses they are opening themselves up to a 500 square foot office. **S. Greenwood** said that office have to be associated with a permitted principal use. **Bailer** said that they wanted businesses. **J. Greenwood** said they should move it to accessory or conditional use. **Pegau** said to put it under a permitted accessory use. **S. Greenwood** verified that an office building would not be a permitted use.

The commission agreed to keep seafood processing and smoking as a conditional use.

The commission discussed "commercial outside storage" as a conditional use and agreed to keep it. **S. Greenwood** said that under the conditional use section of code there are additional uses that could also occur.

The commission decided to eliminate the lot area requirements because the setbacks already reduce the buildable area. **McGann** said they needed to define setbacks. **S. Greenwood** said that a yard is a clear and open view from the ground to the sky. A setback is the measurement from the wall to the lot line.

S. Greenwood said that in the past they had discussed allowing smaller lots so that they could allow more business development. Especially if there was ever sheet pile and fill where there could be small commercial areas. The commission decided to leave the existing minimum lot requirements.

The commission discussed the minimum setback requirements. **Bailer** said that he thinks they should leave it as it is until they are willing to address yard and setback requirements for the whole city. The commission decided to eliminate the word "yard" and use "setback" instead. The intent was to not allow any of the encroachments permitted in a yard.

J. Greenwood asked if there was anything in the maximum height that they wanted to change. **McGann** said that one thing to be aware of was that the International Building Code defines the building height as average height of the roof. The commission decided to not make any changes.

Pegau said that for the required off-street parking it should only comply with Chapter 18.48. **S. Greenwood** said that in the existing code there is a section which says parking areas shall be separated from property lines. **Stavig** said it was so you would have a driveway going in with a hard curb on the rest of the front of the lot.

Bailer said that the City already has an adopted sign code so it doesn't need to be addressed.

S. Greenwood said that the other thing that they took out of the existing code was the minimum lot elevations.

S. Greenwood said that the existing code has a requirement for a drainage plan in the site plan review. She said that one thing they had talked about in the past was having architect stamped drawings. *Frohnappfel* said he thought it was worth the investment. *Bailer* said on the plus side at least people would have a better idea of what their building was going to cost. *Frohnappfel* said that with a stamped drawing you're going to meet a lot of the other requirements for a site plan review. *S. Greenwood* said that she would talk to the Fire Marshal because he may already be requiring engineered drawings for different types of development. *Frohnappfel* said that he likes the approval process for the color scheme.

S. Greenwood said that her plan of action would be to bring this back as a resolution which would be a recommendation to the City Council for the code change and also requesting funds. She asked if they wanted to do a Public Hearing for the code changes. They must have a Public Hearing for boundary changes, but it is optional for code changes. The commission agreed to hold a Public Hearing before the next Regular Meeting on the proposed code changes.

7. UNFINISHED BUSINESS

a. Land Disposal of the Breakwater Fill Lot

M/McGann S/Bailer to recommend to City Council to dispose of the Breakwater Fill lot as an unzoned lot by requesting sealed proposals to lease or purchase the property with the special conditions contained in the staff report.

McGann said he was wondering what council's thinking was on not zoning the lot. *S. Greenwood* said that the council did not want to lose any opportunities. *Bailer* said that the two zones which were discussed were the Waterfront Industrial and Waterfront Commercial Park District. He said that Waterfront Historical was also thrown out there. *S. Greenwood* said that if you read the purpose for Waterfront Historical it doesn't make any sense. *Frohnappfel* verified since the lot was touching both zones it could be either one. *S. Greenwood* said the Request for Proposals (RFP) would clarify that the lot could be either of those zones.

M/Bailer S/Baenen to amend the motion to add a special condition that uses will meet the Waterfront Commercial Park or Waterfront Industrial District requirements.

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

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

Pegau said that at the last meeting they discussed how this was a special lot and when they put the RFP out they need to craft the language carefully to identify the type of business they would like to have on it so they aren't constantly opening the lot up and saying that they didn't like the proposals. He is concerned that they are in such a hurry to open up the property again that they aren't thinking how they would craft the RFP. This is the lot that is the entry point for Cordova for anyone coming in on a boat. *Bailer* said he agreed, and council has talked about putting criteria on this lot. *S. Greenwood* said that now is the time to put more criteria on it because it's not coming back until the proposals come back. *Pegau* said that he hasn't had time to come up with criteria because the movement on the lot has been so fast. *Bailer* said council's intent was to get the lot out there as available because since day one the Science Center has been in negotiations for the lot. *Baenen* said it's almost easier to say what you don't want out there than what you do. There is such a vast amount of items that could go out there; it is like looking at the stars. *S. Greenwood* said that the criteria that they have created always goes out with the packet.

Upon voice vote, main motion passed 6-1.

Yea: *Greenwood, Bailer, McGann, Baenen, Roemhildt, Frohnappfel*

Nay: *Pegau*

8. AUDIENCE PARTICIPATION

James Burton said that he wanted to make sure he was there to follow along with the spirit of what happened.

9. COMMISSION COMMENTS

Pegau appreciated the change to the motion to clarify that the lot was for Waterfront Commercial Park and Waterfront Industrial District. He also appreciated the material that the staff provided to remind him of all that they had done.

J. Greenwood thanked everyone for taking time for the Special Meeting. He thinks that they got a lot done.


10. ADJOURNMENT

M/Frohnapfel to adjourn the Regular Meeting at 8:32 PM; with no objection, the meeting was adjourned.

Approved:



John Greenwood, Chair



Leif Stavig, Assistant Planner