

**Chairman**  
Tom Bailer

**Commissioners**  
David Reggiani  
John Greenwood  
Tom McGann  
Scott Pegau  
John Baenen  
Roy Srb

**City Planner**  
Samantha Greenwood

**Assistant Planner**  
Shannon Joekav

**PLANNING COMMISSION REGULAR MEETING**

**MAY 14, 2013 @ 6:00 PM**

**NOTE TIME CHANGE**

**LIBRARY MEETING ROOM**

**AGENDA**

- 1. CALL TO ORDER**
- 2. ROLL CALL**  
Chairman Tom Bailer, Commissioners David Reggiani, John Greenwood, Tom McGann, Scott Pegau, John Baenen and Roy Srb
- 3. APPROVAL OF REGULAR AGENDA (voice vote)**
- 4. APPROVAL OF CONSENT CALENDAR (voice vote)**
  - a. Minutes of 4-8-13 Planning & Harbor Commissions Joint Work Session.....(Pages 1-3)
  - b. Minutes of 4-9-13 Planning Commission Regular Meeting.....(Pages 4-10)
- 5. DISCLOSURES OF CONFLICTS OF INTEREST**
- 6. CORRESPONDENCE**
- 7. 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
- 8. PLANNERS REPORT.....(Page 11)**
- 9. NEW/MISCELLANEOUS BUSINESS**
  - a. Final Plat of Lot 8, Vina Young Subdivision (voice vote).....(Pages 12-15 )
  - b. Reconsideration of John Baenen’s unexcused absence of 3-12-13 (voice vote).....(Page 16 )
- 10. OLD BUSINESS**
- 11. PENDING CALENDAR**
  - a. May 2013 Calendar.....(Page 17)
  - b. June 2013 Calendar.....(Page 18)
- 12. AUDIENCE PARTICIPATION**
- 13. COMMISSION COMMENTS**
- 14. ADJOURNMENT**

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PLANNING COMMISSION AND HARBOR COMMISSION  
JOINT WORK SESSION  
APRIL 8, 2013 @ 6:30 PM  
LIBRARY MEETING ROOM  
MINUTES  
**DRAFT**

**A. Call to order – 6:30 PM**

- B. Roll Call** Present for roll call were Chairman Tom Bailer, David Reggiani, John Greenwood, Tom McGann, Scott Pegau, Roy Srb, Harbor Chairman Robert Beedle, Greg LoForte, Max Wiese and Mike Adams (6:33 PM). Absent were John Baenen and Ken Jones.

Also present was Planner Samantha Greenwood, Assistant Planner Shannon Joekay, Harbormaster Tony Schinella and Harbor administrative assistant Brandy Griffith. There were 5 people in the audience.

- C. Disclosure of Conflict of Interest**  
None

**D. Work Session Topics**

- a. Harbor Commission presentation of North Fill Ramp Plan
- b. Site visit (weather dependent)
- c. Lot 3A Discussion with Harbor Commission and P&Z

**E. Commission Comments**

**Bailer** ~ I'd like to welcome back Roy Srb to the Planning Commission.

**Samantha Greenwood** ~ Susan Bourgeois, the City Clerk, asked that I pass out the lawyer training flyer and ask you all to get back to her this week through myself and Tony and let her know if you can attend.

**Schinella** ~ Presented the North Fill Ramp Plan.

**Beedle** ~ The whole plan came about with past Council meetings. It came about because of the danger at the Baja Taco ramp location. We want to make the North Fill Ramp useable and it's amazing someone hasn't gotten hurt at the Baja Taco location. We are putting in maintenance, water and electric, and are looking at a covered area in the future. It gets very congested behind the Harbormaster building. There is potential for business, you can put a crane down there (North Fill), there will be multiple users: hatchery workers, gillnetters, seiners, recreational and sports fisherman. It allows for future expansion and the possibility of leasing spots in the future such as to mobile food wagons or coffee shops.

**Bailer** ~ Let me interrupt you for a bit. Tony, please give the overall view of everything here.

**Schinella** ~ We are going to have to wait and see after a year how its primary use is.

**Reggiani** ~ Where does someone park and put their trailer when deer hunting?

**Schinella** ~ Explained 72 hour and vehicle (only) parking. Also looked at Prince William Sound Aquaculture Corporation trailers and spots to stage them. We left room for the EVOST inspections, required by contract. The new float (floating dock) should be in this weekend and you will be able to launch by yourself.

**Reggiani** ~ It is about 21-22 feet wide and will fit our (PWSAC) new landing craft.

**Beedle** ~ Need a year of use to see traffic flow and use. It is a fluid plan so we still have the ability to change as new ideas and industry comes up. We can go with it. All of the areas will have fees which will generate money for the Harbor.

**Srb** ~ Is there a mechanism for policing this?

**Schinella** ~ We have parking stickers at the Harbormaster's office. It will take enforcement from the Harbor staff.

**Beedle** ~ The police handed over Harbor parking tickets. So they can write tickets now.

**Greenwood** ~ What is the maintenance area fee schedule? Daily?

**Schinella** ~ It's a daily fee.

**Greenwood** ~ Is there a maintenance area time limit?

**Schinella** ~ You have to check with the Harbor and it is dependent on how many people need to use it.

**Brett Bradford** ~ There is an advantage of the maintenance area. You can come over to the backside and pull straight through.

**Bailer** ~ Good point. This is a long term plan.

**Schinella** ~ Yes, this is a living plan.

**Beedle** ~ Trying to make it user friendly so people want to use it.

**Reggiani** ~ Will some things change in the off season?

**LoForte** ~ We are trying to get people away from Baja area. There's no water or electric and the Harbormaster building. The fleet dynamics have changed. We're trying to look down the road and change the "system". The present condition at Baja: ramp is not acceptable. The whole area needs to be a no wake zone. It's going to take policing, education and a change in mentality. It can really influence the fleet.

**Srb** ~ So the intention is to move away from Baja?

**Schinella** ~ Yes split the pressure at that area to make it safer.

**Srb** ~ Will people be able to put their name on long term storage? It would make it more appealing for people to stay here.

**Greenwood** ~ Who can enforce the no wake zone? That's the biggest detriment to this plan.

**Beedle** ~ It is up to us to let the fishermen know.

**Adams** ~ It seems that as a community we can create the education. It doesn't need to go to the State level. It's not a quick fix, it'll take time but it's achievable.

**Bailer** ~ It gets small boats away from the commercial area.

**Pegau** ~ We need more vehicle parking.

**Greenwood** ~ How are you marking spaces?

**Schinella** ~ Painting the lines.

**Marvin Vandenbroek** ~ This is the best thing I've seen for the Harbor. It's (Baja Taco area) very stressful and this plan will help with economic growth by not giving away more land. The new ramp will be more convenient.

**Reggiani** ~ Will you implement this plan this summer?

**Schinella** ~ Yes, we have talked to Moe.

**Brett Bradford** ~ Do you know where the sewer access is?

**Schinella** ~ Yes, in the road.

**Bailer** ~ City manager backs the plan and thinks it's the best for the community.

**Samantha Greenwood** ~ presented option 2.

**Srb** ~ Don't forget the cost of relocating the light pole.

**Greenwood** ~ Any other utilities?

**Srb** ~ TV company has facilities on the lot line.

**Alexis Cooper** ~ If you keep lot 3A or sell it, will the lot lines dissolve?

**Samantha Greenwood** ~ My recommendation is to dissolve the 3A lot line so this doesn't happen again. Presented option 3.

**LoForte** ~ Does this have to be re-platted?

**Samantha Greenwood** ~ Any options will have to be re-platted. Presented option 4.

**Pegau** ~ With this option, anyone can buy it.

**Samantha Greenwood** ~ Any industrial business can put a proposal in. Council has the right to deny any proposal.

**Bailer** ~ Is Area K an easement?

**Samantha Greenwood** ~ It is a platted right of way.

**Beedle** ~ I'm not against business owners but I am for the Harbor and safety.

**Bailer** ~ Isn't another lot coming open?

**Samantha Greenwood** ~ There is an 18 month lease on the Mobile Grid lot. The Council appears to want it to go out to proposal.

**Alexis Cooper** ~ I support option 1. It will try relieving congestion from the south side and we should give it a shot for a couple years. I think it'll be good for the fleet.

**Greenwood** ~ Talk to Moe about making the CRH approach more user friendly.

**Marvin Vandenbroek** ~ In the future you should put a concrete slab in and let multiple boats go down the ramp at the same time. The North Fill Ramp Plan is the best thing I've seen since the boat lift.

**Adams** ~ This isn't a money making proposition. The income it shows is the fleet is what brings in the money. It is a service to the (fish) industry that brings the town's treasure.

**Alexis Cooper** ~ When will there be action on Lot 3A?

**Bailer** ~ Tomorrow we make a recommendation to City Council for 4/17/13 meeting.

**Schinella** ~ The only reason Cordova is as big as it is-the fleet comes in and spends money in town.

**Bailer** ~ The community does all kinds of things like parks and green belts. It has to support itself and our standard of living.

**F. Adjournment**  
**M/Reggiani S/Greenwood**  
**Motion to adjourn at 7:53 pm**

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Shannon Joekay, Assistant Planner

Date

**PLANNING COMMISSION REGULAR MEETING**  
**APRIL 9, 2013 @ 6:30 PM**  
**LIBRARY MEETING ROOM**  
**MINUTES**  
**DRAFT**

**A. Call to order -**

- B. Roll Call** Present for roll call were Chairman Tom Bailer, David Reggiani, John Greenwood, Scott Pegau, Tom McGann, John Baenen and Roy Srb.

Also present was Planner Samantha Greenwood, Assistant Planner Shannon Joekay, Interim City Manager Donald Moore and Harbormaster Tony Schinella.  
There were 9 people in the audience.

**C. Approval of Agenda**

**M/Reggiani S/Greenwood**

**Upon voice vote, motion passed, 7-0**

**Yea: Bailer, Reggiani, Greenwood, Pegau, McGann, Baenen, Srb**

**Nay: None**

**D. Approval of Consent Calendar**

1. Minutes of 3-12-13 Planning Commission Public Hearing
2. Minutes of 3-12-13 Planning Commission Regular Meeting
3. Record unexcused absence for John Baenen from the March 12<sup>th</sup>, 2013 Regular Meeting and the March 12<sup>th</sup>, 2013 Public Hearing.
4. Record excused absence for Scott Pegau for the March 12<sup>th</sup>, 2013 Regular Meeting and the March 12<sup>th</sup>, 2013 Public Hearing.

**M/Greenwood S/Reggiani**

**Upon voice vote, motion passed, 7-0**

**Yea: Bailer, Reggiani, Greenwood, Pegau, McGann, Baenen, Srb**

**Nay: None**

**E. Record Absences**

None

**F. Disclosure of Conflict of Interest**

Tom McGann disclosed a conflict of interest on Lot 3A (was asked to build a building on it).

**G. Correspondence**

Letter from Paul and Linda Kelly re: Lot 3A

**H. Communication by and Petitions from Visitors**

**1. Guest Speakers**

None

**2. Audience comments regarding items in the agenda**

**Alexis Cooper**, representing CDFU, 501 First Street ~ I am here to represent CDFU and speak to the Lot 3A disposal recommendation. I attended the meeting last night where the Harbor Commission presented their plans for the land use by the "North Fill Ramp

Revitalization Project". I just want to speak on behalf of the fleet and say this is a great opportunity and necessary to, presented by the Harbor Commission to use this land, and help some of the congestion at the Harbor Ramp. I support option 1 that utilizes lot 3A. On the pictures it looks like a large amount of space but having taken a tour of that area, when you think of the size of the boats, the trailers, the vehicles used to move them: it's not that much space. It's seen outside of Baja and behind the Harbormaster's. An integral part of that plan is installing electrical hook ups and water in the portion that includes lot 3A. 9 spaces isn't that much when you consider the size of the fleet. There are 541 gillnet permits. I think it's a great opportunity and I really think it's a workable plan that the Harbor Commission presented. I would like to speak in support of that.

### **3. Chairpersons and Representatives of Boards and Commissions**

None

#### **I. Planners Report**

**Samantha Greenwood** ~ We handed out the school preferred route, spoke with Gayle Groff at the Grade School, this is their supported route: up Third Street and left onto Adams. She would like to put this map into their handbook. So that's just an additional piece of information. Meeting reminders: Tom Bailer would like a call the day of the meeting; Reggiani, McGann, Srb, Pegau, Greenwood, Baenen would all like an email the day before the meeting. Put recorded absences into the consent calendar. If you disagree you can ask the Chairman to pull them out for discussion. Lawyer training tally: 7-Bailer, McGann, Srb, Greenwood, Baenen, Samantha Greenwood and Shannon Joekay; Reggiani and Pegau will be out of town.

#### **J. New Business**

##### **a. Lot 3A Disposal Recommendation to City Council (voice vote)**

##### **M/Greenwood S/Srb**

"I move to recommend to city council that the land disposal status of Lot 3A, Block 8, North Fill Development Park remain as NOT available."

**Greenwood** ~ After our meeting last night and our previous discussion I think it's a good idea to hang onto this lot for now and feel out what happens at least in the coming year and future years and see how this plan works and the program works done there. We can always sell it later if things don't work but for now we need to hang onto it.

**Srb** ~ It was a good presentation by the Harbor Commission and the Harbormaster yesterday. I do support, of course by my second, retaining that property for the time being and see what the Harbor can do with it and where they can go with it: giving the fleet some elbow room.

**Pegau** ~ Definitely been thinking about holding onto the lot now. Should hold it for the Harbor.

**Baenen** ~ Didn't get to go to the meeting last night so I'm not sure where everybody is headed. Prior to that I am for selling it.

**Reggiani** ~ Before coming into the meeting last night and getting the presentation from the Harbor Commission, I was thinking of making it available for sale, given the economic development aspects of the North Fill and what that land could be used for. I was encouraged to hear that the plan will be executed in the short term: cleared off, marked up and reorganized. I would be in favor of revisiting this in another year to see how the season went. I could support the recommendation to city council with a caveat that we review it again this time next year or at the end of the season get a report back-an evaluation of how it went.

**Bailer** ~ Want to thank the Harbor Commission. There are things such as traffic flow but I think those will get ironed out. They're not designing traffic flow but they can tune that up a bit. We can always revisit this. I was also struck today with a couple fisherman that asked me about this and I told them to come to the meeting. They said they already gave their

input to the Harbor Commission. I think you fail to realize that the Harbor Commission, as a group, is also speaking to the people in the community. They're representing that group then they're bringing it to us and we're representing another group. It's not like there's 10 people making this decision so I support the motion as not available for sale at this point.

**Upon voice vote, motion passed, 5-1**

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

**Nay: Baenen**

**Conflict of Interest: McGann**

**b. Design criteria for proposed Safe Routes to School Project**

**Samantha Greenwood** ~ Shannon is going to type the questions to make sure we get them to the engineer. The engineer needs them as specific as possible so he can answer them. We'll send this to the engineer; he will address them and send them back to us. Then he will be on the phone at the meeting that it's presented to help answer any questions. And if it ever stops snowing we will have a survey. If it comes down to it we may have to push snow to get some corners before Leo (Americus) starts fishing.

**McGann** ~ Most of my questions, except for the survey, have already been addressed in this write up. It seems like the East side is the way to go but I'd like to see the survey.

**Samantha Greenwood** ~ That's going to be a big factor.

**Greenwood** ~ A lot of my questions were answered (in the write up). I guess one of my questions that remains is a rolled curb vs. raised curb as far as safety or an out of control vehicle being able to jump onto the sidewalk. In my mind, a normal raised curb is going to stop a vehicle a lot easier than a rolled curb. But I do understand there is access issues.

**Samantha Greenwood** ~ So does, "Are vertical curbs safer than rolled curbs as far as jumping sidewalks is concerned and why?"

**Greenwood** ~ Yes, that's the main one. And it appears the east side is the lesser of the two evils there.

**Pegau** ~ I didn't have any questions to pass on to the engineer. Thank you.

**Reggiani** ~ Nothing really to pass onto the engineer. But with the Mt. Eccles principal with this preferred route, did she intend to have a one way, regardless of width? I know that's one of the things we're thinking about. If the survey comes in and we put a sidewalk on the street may narrow it a bit.

**Samantha Greenwood** ~ She didn't say that. We spoke about it a little bit. She didn't object to it. But I think when we get a sidewalk in and see what the width is. I think it's a possibility in the future, she wants to keep people going in that direction instead of across. I think that might be one of those things we can't address until we have a survey. If it's wide enough is it advantageous to keep that one way for the traffic flow?

**Reggiani** ~ My other question has to do with the water pipes and valve boxes. I guess those won't be part of this project. Do we know the cost?

**Samantha Greenwood** ~ Part of the reason is we aren't digging to put the sidewalk in. We don't have it funded. Those lines are all 6 feet deep, in the middle of the road, not where the sidewalk is. The valve box is the land owner's responsibility. Moe is the one who answered this so I assume he knew that but I can ask him.

**Baenen** ~ I know there's no survey done but if this overlay is anything close to accurate; this road is going to have to get moved over. I don't know if there is enough money to move the road over, the sidewalk is pretty much 8 feet wide: 6 foot sidewalk plus the 2 foot curb and gutter.

**Reggiani** ~ Maybe a good question for the engineer is the minimum size of this sidewalk. If we don't have 8 feet, can we get away with something smaller?

**Srb** ~ The majority of the utilities are on the west side. The map by CTC is hard to understand, but basically their lines are in the same place (west side). The one-way issue would get the homeowners involved.

**Samantha Greenwood** ~ Moe can come talk at a meeting for the public works questions.

**Gary Barnes, 704 Third Street** ~ Where it shows these lot lines on the overlay is probably right on the money. I think my father in law's house siding is actually on road right of way. It's that close. I can show you where the survey stake is. The line that feeds the parsonage where I live runs right under the drain from Adams Avenue. Arvidson's water line runs 2-3 feet out in the street further than that. I don't believe we're hooked into the same spot. There is no way you can pull out in our driveway and go uphill if you turned Third into a one-way street. The other thing that concerns me is watching the kids walk up that hill in the winter and watching the cars go sliding down that hill. It seems they luck out and miss vehicles and end up in the ditch or spin around and go downhill. Somehow can you think of having that walkway going up Adams and continue to that unmarked hill (Water Tower Hill)? There wouldn't be any traffic going up and down that hill. It would be just a matter of getting the kids re-trained to go to that hill.

**Robert Beedle, 609 Spruce Street** ~ I think it would be nice for the future to have a main running down Third Street. We used to take Water Tower Hill to and from school. Maybe put a tunnel or covered walkway to make it easier to use.

**Srb** ~ How married are we to Third Street?

**Bailer** ~ 35 %. We have the engineered drawings.

**Srb** ~ All our electrical is buried in conduit at 5<sup>th</sup> Street (water tower hill). That would be perfect for a covered walkway or stairway.

**Samantha Greenwood** ~ Can I ask a question to Pastor Barnes?

**Bailer** ~ Yes.

**Samantha Greenwood** ~ I'm curious if you ever attended the meetings when the engineer was here?

**Gary Barnes** ~ The first time I heard about it or got a notice was last month from the City.

**Baenen** ~ There is a water main that runs down that street.

**Reggiani** ~ I don't think we should do this grant since we're only at the beginning of this planning process. If there are other options coming up I think we should look at those other options and make sure we are happy with our decisions. If we're just getting something and putting it in place and it could be a hazard or dangerous, I think that goes completely against the whole Safe Routes to School concept. I would rather look at some other options now rather than later, before we go much farther and flush those ideas out.

**McGann** ~ So, it's a State grant, what if we change what we, as a City, want. How does that affect the grant?

**Reggiani** ~ At the same time we're getting the survey, we should be looking at and exploring other options. If 5<sup>th</sup> Street is a good option, maybe it's a better idea.

**Bailer** ~ It looks like we'd like to look at other options. The survey should be done regardless.

**Reggiani** ~ I think Planning and Zoning Commission would flush out the idea of 5<sup>th</sup> Street, and hand a preferred option to Council. I think if we do that here the community would be involved.

**Donald Moore, 602 Railroad Avenue** ~ Are there any elements of the 35% plan that could be kept over if you went to another option? Are there some elements that you can keep?

**Reggiani** ~ Potentially the raised crosswalk, just move it down. The crosswalks on 2<sup>nd</sup> Street would remain unchanged.

**Baenen** ~ The sidewalk design could stay too.

**Pegau** ~ Support looking at another option.

**Greenwood** ~ A lot of the stuff on Adams would still be in effect. Would also need to extend the sidewalk. Would need to look into if there's room on Adams.

**Bailer** ~ Is this an issue that we can put on the agenda and do a site visit?

**Samantha Greenwood** ~ I have to check out the right of way. We might be able to get that for the next meeting or we can have a special meeting.

**Baenen** ~ It may look steep now but you can adjust the grade.

**Bailer** ~ I'm getting the just that we're all thinking we would be creating a hazard on Third Street if we are putting a sidewalk there. We should probably notify the local Safe Routes to School group that we are looking into getting information about another location.



### **c. South Fill Commercial Area Public Meeting Discussion**

**Bailer** ~ Just wanted to put this on the agenda so we can talk about what happened at the first meeting. I was also worried that the City's original plan wasn't represented at that first meeting.

**Baenen** ~ We need more property.

**Reggiani** ~ I think I understand what you're saying. People knew about that and were coming up with alternatives to that original plan. People were reacting to it even though it wasn't part of the record. I think having it part of the record would be valuable. I'm not sure if it was our plan or Mark Lynch's plan. I don't remember it coming to P&Z.

**Samantha Greenwood** ~ It came to P&Z with a resolution to support the planning purposes but I was told not to forward the map along with it. A lot of people in the room didn't like the idea because it appeared to be a pre-conceived notion. There has been no vested support in that plan.

**Reggiani** ~ I'm speaking from an historian point of view. Without knowing where the starting point in the story is I think we just need to get it into the record as the starting point of these discussions knowing there's not a whole lot of support for it.

**Bailer** ~ I'm not saying this is what the city wants to do, I just think it should be there for a record.

**Pegau** ~ I'm concerned that if we toss it out now, it becomes a stealth plan that is just hanging out there. That worries me. This is not the time to throw out new options.

**Srb** ~ Maybe we just mention that this was the original option. Is there an action plan to do A and B and accomplish C?

**Reggiani** ~ It's just the planning process now. There's a big pile of dirt there from the Cordova Center that was thought to be used as fill.

**Bailer** ~ This is the long term vision. At least there would be a plan if things come up. There was a lot of good input. The elephant in the room was (the original plan).

**Reggiani** ~ I would see that if the original plan was there we could measure success from it. Look where we ended up with the community input.

**Samantha Greenwood** ~ I guess I don't feel there was an original plan. The map was not moved forward, there was no support.

**Srb** ~ I'd like to see this new plan (that we'll make) married to taking down the hill at hippy cove and using that as fill.

**Baenen** ~ We definitely need to get some more land in Cordova somehow.

**Greenwood** ~ My initial take was this wasn't the venue to bring that forward. We're not recommending that or supporting it, but that's what started our conversations: the historic reason. I would be in favor of bringing that forward with the purpose of stating this is what started the whole conversation but we're not endorsing this as planning and zoning or the city but this is what started it.

**Pegau** ~ I can see providing that map as background information but not as an option.

### **d. 2008 Comprehensive Plan Update**

**Samantha Greenwood** ~ I attached the Big Lake Comp Plan as an example and also put links in your packets to other Comp Plans. I didn't realize that when we got a new website that our comp plan link wasn't put under Planning and Zoning but was put under Planning instead. So we will get that moved.

**Bailer** ~ Who did that award winning comp plan?

**Samantha Greenwood** ~ Shelly Wade from Agnew Beck.

**Bailer** ~ Any idea on the cost?

**Samantha Greenwood** ~ I have a quote request into her.

**Bailer** ~ I would be curious of the cost. My thought process is we go out to these different groups and get their plans (Parks and Rec is doing their Master Plan right now).

**Greenwood** ~ I spent 2-3 hours the other night going through this and I made it to page 12 with a highlighter before I ran out of time. I think we need to start over and tackle this as a

project to make it a whole new thing. I think it needs to be re-done. There's a lot of outdated stuff. I think if we're going to do this let's do it right.

**McGann** ~ I agree. I think the basic format is fine. I don't think we really need to change the general format, just re-write.

**Greenwood** ~ We're directed to refer to this. This is a pretty important document, it's binding. Why don't we spend money with a consultant and do it right? We're required in our rules to consult to this. None of us are English majors and our staff doesn't have time to sit and write a 50 page document.

**Reggiani** ~ One of the questions was update or re-write. I feel strongly that it's ready for a re-write. I think it was a great document but it is outdated. I like the example in the Big Lake one: they have it broken down as a goal and strategies to achieve those goals. That shows me that there was obviously someone that knew what they were doing, a good consultant, that could take the community's interests down into written form and drill them down a bit. I've been involved in the strategic planning at the school and it has always been with a consultant or facilitator and with the community interfaced in. I have been a little reluctant with your idea of updating the comprehensive plan. It's time consuming. I think it can be a multi-year process to get the community focused on different sections. Let's do it right and let's come up with some good strategic planning and vision. As a community we need to come up with a vision. I think coming up with a vision takes some time with a facilitator as to what we want Cordova to look like in 10, 20 years or so. I'm wondering how to get started. But if we're wanting to start hiring a facilitator, it should go as a recommendation to city council to back what we'd like to do, some funds and a process.

**Baenen** ~ I think we should let Sam get some ideas of the cost. So that when we are going to Council they would know what it would cost and what we'd like to do.

**Srb** ~ I think if we have the vision for Cordova that we're growing and would like to present ourselves as a first level community with our civic center and potential harbor expansion then I think this is our opportunity to put our best foot forward: not only asking the council for money but also presenting it to them that this is something that we're trying to move a cut above. We want to attract the right type of business. If we do the public facilitating, the community buy in is the best ally.

**Bailer** ~ I agree. You want to refer back to this (Comp Plan). We can go back to our Comp Plan with other issues that come up. Do we need a resolution asking for support and money? How do we ask Council for this?

**Reggiani** ~ Can you get a summary from Shelly on the process of Big Lake? Maybe a good summary of that and a cost estimate and we can look at that again at Planning and Zoning for our resolution?

**K. Old Business**

None

**L. Pending Calendar**

April 2013 Calendar

May 2013 Calendar

**N. Audience Participation**

**Robert Beedle**, 609 Spruce Street ~ I would just like to thank you guys for looking at and reviewing the North Fill Ramp Plan. There were good questions and good ideas. TO make it go forward and be successful. Some time when it's not for sale, it should be not for sale. It held this plan up. I would just like to see that not for sale means not for sale. There are no other options for the Harbor so if it's going to go up for sale makes that part of your plan. What will you do with this section that's displaced now? Thanks for your time.

**Tony Schinella**, 100 Eyak Drive ~ I want to thank Planning and Zoning for taking into account all the ideas and your recommendation. I agree with Robert. We can evaluate in a year but to consider that a cutoff point, we need to look at it more long term. It'll take a year

to start training people. We'll get water in this year and hopefully next year we'll have the electrical peds in. Thank you to the staff for all the maps and help.

**Donald Moore**, 602 Railroad Avenue ~ I appreciate the work of the Planning and Zoning Commission. I'm sure you're all familiar with the adage that the work will flow to those most competent to do it. I think your staff is an example of that. What's often left out is the other half of that statement which is until it merges. I appreciate working with your staff. Just keep that in mind. You're dealing with some pretty heavy subjects right here now. It needs to be done, Cordova is an active authentic working Alaskan town and there's a lot to keep up with here. I think you folks are doing a great job.

**O. Commission Comments**

**Pegau** ~ I really like the direction you were talking about going with the comprehensive plan. You can really see that it needs some help. So I think that you guys have really outlined a nice approach to that. I think that will really help us in the future: a document we can use for planning purposes.

**Srb** ~ I think if you have a well completed plan it gives all entities the option to see what the vision is for Cordova not just a landmark of where we are but where we are going. I think this will be a strong asset for us.

**Baenen** ~ I think it'll make all our jobs a lot easier if we have one. I like that you won't just have a goal but you'll have a way to get there. I think that's important.

**Reggiani** ~ I wanted to talk a little back to the Safe Routes to School project. I feel frustrated coming into a project that's already been planned out. I think when we started to go back to the Safe Routes committee we look at options they explored before. It would be nice to know what they looked at.

**Greenwood** ~ We've heard public comment from people around there. I don't know the public process from '09. To do the process right, we all want to have a safe route. Now is the time to do it.

**McGann** ~ Getting back to the South Fill meeting- there was talk about infill. I don't know how you do it. It would be good for people to understand the zoning and off street parking. It limits the types of business to go in there.

**Samantha Greenwood** ~ It will be at the next meeting.

**Bailer** ~ If you can take your personal opinion out of things and refer back to (the comp plan) as this is the direction the majority wanted to go I think that sure helps. All good discussions. So we're all doing a site visit?

**P. Adjournment**

**M/ Greenwood S/Reggiani**  
**Motion to adjourn at 8:24 pm**

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Shannon Joekay, Assistant Planner                      Date

## Planners Report

To: Planning Commission  
From: Planning Department Staff  
Date: 5/14/13  
Re: Recent Activities and updates

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- Building Permits Issued: 2 issued to Brian Wagner, 406 4<sup>th</sup> Street: remodel of existing house to include replacing existing stairs, moving the pantry wall and expanding the bedroom and construction of a storage shed (meets setbacks); 1 issued to Nina Alber to add a residential unit to her existing warehouse
- Disclosing a conflict of interest:
  - When disclosing a conflict of interest, you have to state what the exact conflict is with the agenda item
  - The Chair must make a determination at that point of if he thinks that conflict would sway your vote on the matter.
  - If the majority of the commission doesn't agree with the Chair's decision, they can take a vote to see if the person declaring the conflict can vote or not vote
  - In the event that the person declaring can't vote-the Chair must let them know to physically stand up and leave the table at the time of discussion and voting on the agenda item.
- Reconveyance paperwork submitted for Chris Bourgeois and Thai Vu/Camtu Ho.
- Preparation and research for South Fill Meetings.
- Reviewed Chapter 11 with Harbor Master and Lawyer...To City Council May 14<sup>th</sup> Meeting
- 2<sup>nd</sup> South Fill Meeting took place on 4/16/13. There were approximately 45 people.
- 3<sup>rd</sup> South Fill Meeting took place on 4/30/13. There were over 20 people.
- Nichols and Camtu's purchases are final.
- Prince William Sound Community College proposed lease is being reviewed by lawyer.
- Ski Hill: City contract with Sheridan Alpine Association is near completion. Conference call with State, City and State on contract concerns. Developing electric protocol
- Local Hazards Mitigation Plan has been reviewed by the State and has been passed to FEMA. They will send it back by the **middle of May**.
- Researching 5<sup>th</sup> street Option for Safe Routes to School
- Working with Harbor Commission on land disposal maps. Staff discussing shipyard area and possible planning meetings for that area prior to completing land disposal recommendation to P&Z.
- Developing and working with Shelly Wade from Agnew/Beck to have final report of South Fill to P&Z by June meeting
- Shannon will be attending ArcGIS training
- We have requested a quote and action plan from Shelly Wade of Agnew Beck for the Comprehensive Plan Update.
- **Need to schedule a special meeting for the 5<sup>th</sup> Street Safe Routes to School site visit.**

# Memorandum

To: Planning Commission  
Thru: Planning Department Staff  
Date: May 3, 2013  
Re: Final Plat

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## PART I. GENERAL INFORMATION:

File No.: 02-072-595 Lot 8 Block 5 Vina Young Subdivision  
Requested Action: Final Plat approval

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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:

3/12/2013 P&Z meeting the preliminary plat for Lot 8 Block 5 Vina Young Subdivision was approved with special conditions.

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**

The special condition listed below has been met.

A building permit (#008-2013) has been issued for the residential component for the warehouse.

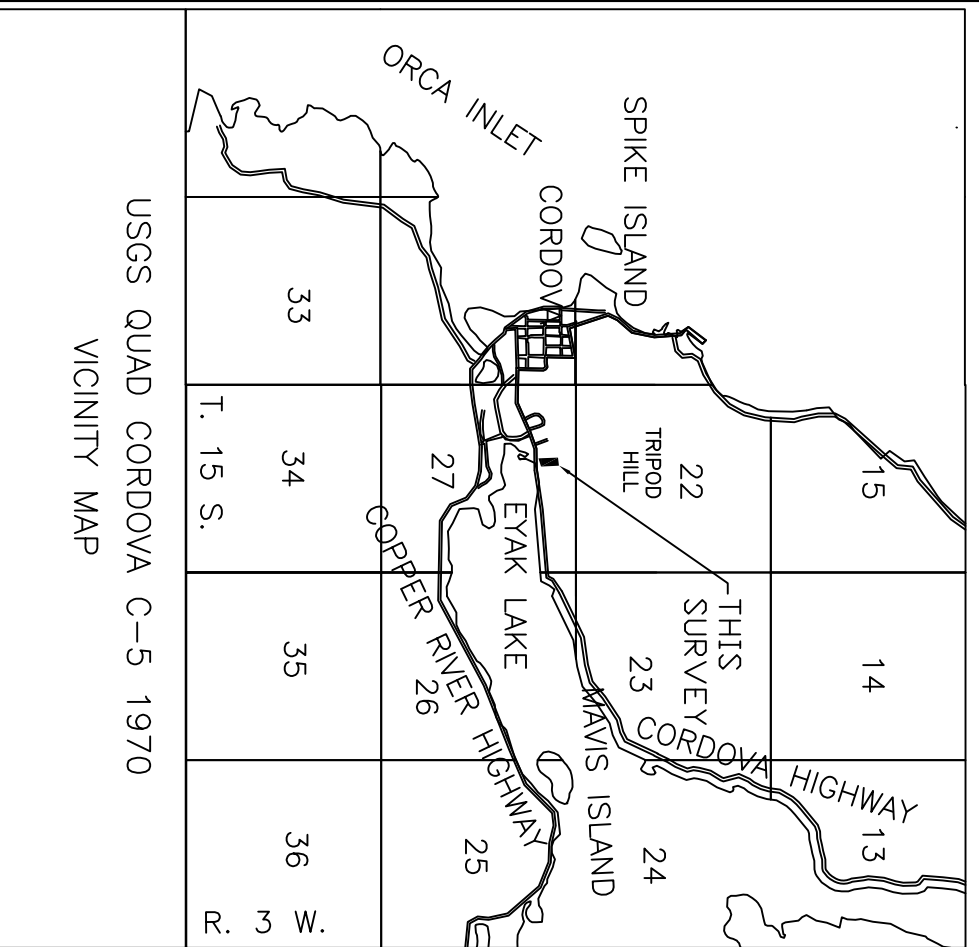
**PART V. STAFF RECOMMENDATION:**

Staff recommends that the request for Final 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 Final Plat of Lot 8A and Lot 8B, Vina Young Subdivision."



- LEGEND**
- = SET 2" ALUMINUM CAP
  - ⊕ = FOUND 3-1/4" BRASS CAP
  - = FOUND IRON PIPE

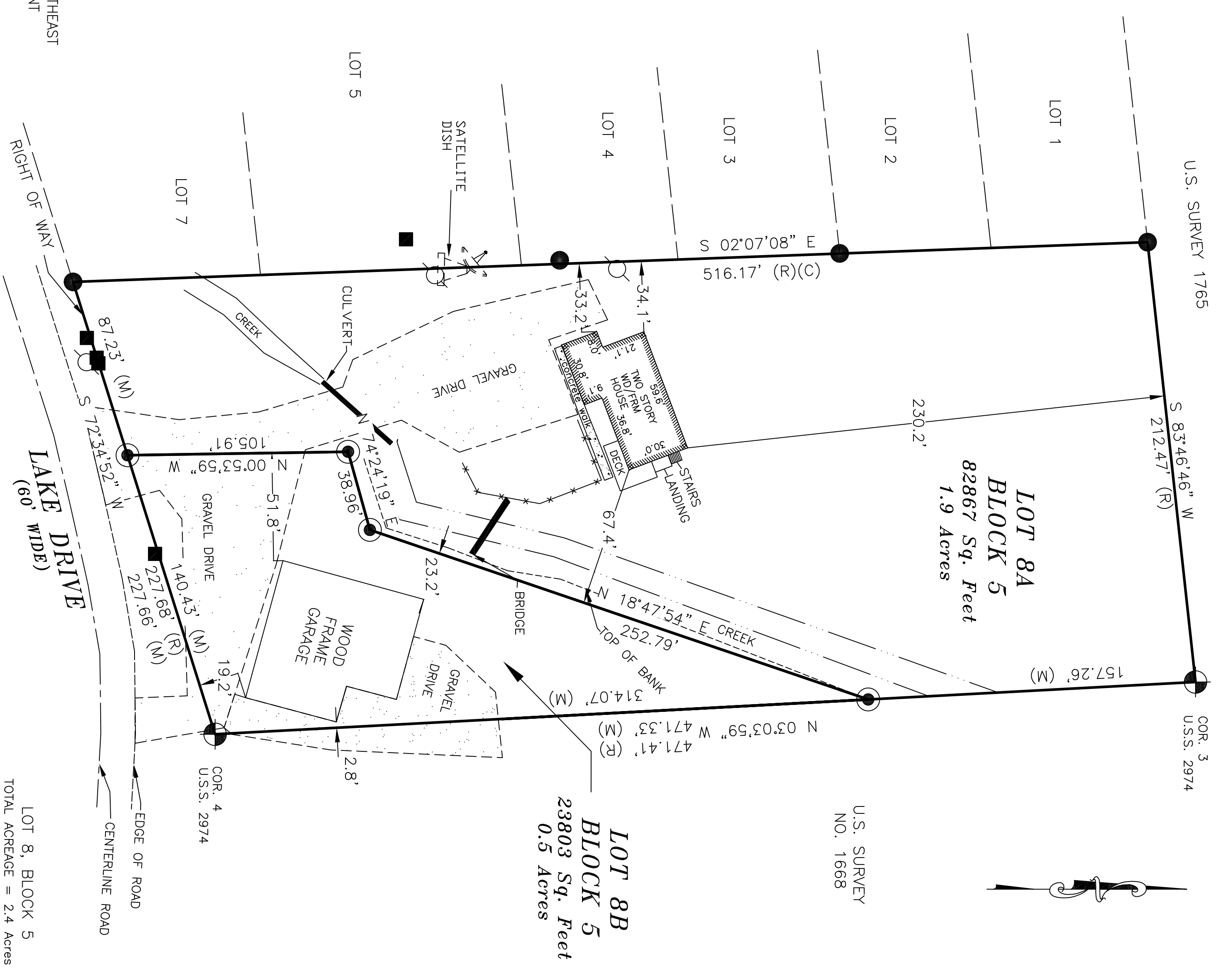
- UTILITY LEGEND**
- = UTILITY POLE
  - = TELEPHONE PEDESTAL

**NOTES:**

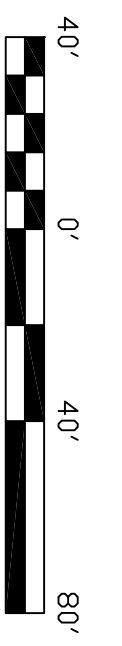
1. SUBJECT TO ALL CONDITIONS, SERVITUDE'S, EASEMENTS, COVENANTS, RESERVATION, RESTRICTIONS AND RIGHTS OF WAY OF RECORD.
2. SUBJECT TO ALL COPY RIGHT LAWS.
3. ST. DENNY SURVEYING INC. ASSUMES NO RESPONSIBILITY OR LIABILITY FOR ANY ERRORS OR OMISSIONS OF ANY KIND WHATSOEVER IN TERMS OF CONTENT SHOWN HEREON AND DISCLAIMS ALL WARRANTIES AND/OR CONDITIONS, EXPRESS OR IMPLIED, TO THE CONTENT INTO ANY MATTER RELATING TO THE INFORMATION SHOWN HEREON.
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.

**BASIS OF BEARING-U.S. SURVEY 2974**  
 BASIS OF ROTATION- HELD 3-1/2" GLO MONUMENT FOUND AT THE SOUTHEAST CORNER OF U.S. SURVEY 2974 AND ROTATING TO 3-1/2" GLO MONUMENT FOUND AT THE NORTHEAST CORNER OF U.S. SURVEY 2974.

- REFERENCES:**
1. U.S. SURVEY 2974 AS RECORDED IN THE CORDOVA RECORDING DISTRICT
  2. PLAT NO. 70-173 V. YOUNG SUBDIVISION AS RECORDED IN THE CORDOVA RECORDING DISTRICT.
  3. PLAT NO. 73-277 AS RECORDED IN THE CORDOVA RECORDING DISTRICT.



**PRELIMINARY**



LOT 8, BLOCK 5  
 TOTAL ACREAGE = 2.4 Acres

**OWNERSHIP AFFIDAVIT**

I HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY DESCRIBED HEREON. I HEREBY DEDICATE TO THE PUBLIC ALL EASEMENTS FOR PUBLIC UTILITIES, STREETS, ALLEYS, THOROUGH FARMS, PARKS AND OTHER PUBLIC AREAS SHOWN HEREON.

LOUIE ALBER \_\_\_\_\_ DATE \_\_\_\_\_  
 NINA ALBER \_\_\_\_\_ DATE \_\_\_\_\_

**NOTARY ACKNOWLEDGMENT**

SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2013  
 NOTARY \_\_\_\_\_

**TAX CERTIFICATE**

I HEREBY CERTIFY THAT ACCORDING TO THE RECORDS OF THE CITY OF CORDOVA ALL TAXES ASSESSED AND DUE AGAINST SAID LAND AND IN FAVOR OF THE CITY OF CORDOVA ARE PAID IN FULL.  
 DATED AT CORDOVA, ALASKA, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2013  
 \_\_\_\_\_ CORDOVA CITY CLERK

**PLAT APPROVAL**

CORDOVA PLANNING AND ZONING COMMISSION  
 RECEIVED \_\_\_\_\_ DATE \_\_\_\_\_  
 APPROVED \_\_\_\_\_ DATE \_\_\_\_\_  
 CHAIRMAN \_\_\_\_\_ DATE \_\_\_\_\_  
 THIS IS TO CERTIFY THAT WITHIN PLAT IS DULY APPROVED IN ACCORDANCE WITH THE CITY OF CORDOVA  
 CITY CODE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2013  
 CITY MANAGER \_\_\_\_\_  
 CITY CLERK \_\_\_\_\_ DATE \_\_\_\_\_  
 COMMUNITY DEVELOPMENT DIRECTOR \_\_\_\_\_ DATE \_\_\_\_\_

**SURVEYOR'S CERTIFICATE**  
 I HEREBY CERTIFY THAT I AM PROPERLY REGISTERED AND LICENSED TO PRACTICE LAND SURVEYING IN THE STATE OF ALASKA, THAT THIS AS-BUILT REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION AND THAT THE MONUMENTS SHOWN HEREON ACTUALLY EXIST AS DESCRIBED AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT.  
 DATE: \_\_\_\_\_ REGISTRATION NO. \_\_\_\_\_  
 MARK R. STUBBINS REGISTERED LAND SURVEYOR

**REPLAT:**  
 LOT 8, BLOCK 5, V. YOUNG SUBDIVISION  
 CREATING:  
 LOTS 8A & 8B BLOCK 5,  
 V. YOUNG SUBDIVISION  
 ALASKA

CORDOVA  
 DRAWN BY DATE  
 MASTD 2-13-13  
 SCALE SHEET PROJECT NO.  
 1"=40' 1 of 1 13-01  
 Prepared for: LOUIE & NINA ALBER, CORDOVA, ALASKA 99615  
 ST. DENNY SURVEYING INC.  
 P.O. Box 388, KODIAK, ALASKA 99615 (907) 481-9500

# Location Map for Lot 8 Block 5





# Memorandum

To: Planning Commission  
Thru: Planning Department Staff  
Date: May 6, 2013  
Re: Reconsideration of John Baenen's Unexcused Absence

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## **BACKGROUND:**

At the 4/9/13 Planning and Zoning meeting the Commissioners voted unanimously on the Approval of the Consent Calendar which included an unexcused absence for John Baenen from the March 12, 2013 Planning and Zoning meeting.

After further examination, it appears that John Baenen's absence should have been excused as he made his travel reservations prior to becoming a Planning and Zoning Commissioner.

## **PART V. STAFF RECOMMENDATION:**

Staff recommends that John Baenen's March 12, 2013 absence be changed from "unexcused" to "excused".

## **PART VI. RECOMMENDED MOTION:**

### **Motion for Approval:**

"I move to approve the staff recommendation to change John Baenen's March 12, 2013 absence from "unexcused" to "excused"."

## May 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			<b>1</b> City Council Regular Meeting Library Conference Room 7:30 PM	<b>2</b>	<b>3</b>	<b>4</b>
<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b> Harbor Commission Meeting 7:00 PM City Hall	<b>9</b>	<b>10</b> <i>Shannon out of the office through May 16<sup>th</sup></i>	<b>11</b>
<b>12</b>	<b>13</b>	<b>14</b> P&Z Meeting Library Conference Room <b>6:00PM</b>	<b>15</b> Baccalaureate 7:00 PM CHS	<b>16</b> <b>1<sup>st</sup> Salmon Opener</b>	<b>17</b>	<b>18</b> Graduation 4PM CHS
Mother's Day		<b>14</b> CHS Concert 7:00 PM CHS				
<b>19</b> <i>Sam out of the office through May 27<sup>th</sup></i>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b> Memorial Day City Closed	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>	

## June 2013

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5 City Council Regular Meeting Library Conference Room 730	6	7	8
9	10	11 P&Z Meeting Library Conference Room 6:30PM	12 Harbor Commission Meeting 7:00 PM City Hall	13	14	15
16 Father's Day	17	18	19 City Council Regular Meeting Library Conference Room 730	20	21	22
23	24	25	26	27	28	29
30						