

**PLANNING COMMISSION REGULAR MEETING  
JUNE 11, 2013 @ 6:45 PM  
LIBRARY MEETING ROOM  
MINUTES**

**1. Call to order -**

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

Also present was Planner, Samantha Greenwood and Assistant Planner, Shannon Joekay. There were 8 people in the audience.

**3. Approval of Agenda**

**M/Reggiani S/Greenwood**

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

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

**Nay: None**

**4. Approval of Consent Calendar**

Minutes of 5-14-13 Planning Commission Regular Meeting

Minutes of 5-29-13 Planning Commission Special Meeting

**M/Greenwood S/Pegau**

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

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

**Nay: None**

**5. Disclosure of Conflict of Interest**

**Bailer** ~ For the record, since Mr. Sjostedt is on here, we have not discussed it (Conditional Use Permit with Mr. Sjostedt or construction of buildings) at all.

**6. Correspondence**

4 Additional Letters: John Mallory, Margaret Belle Mickelson, Francis Mallory, Roger & Deana Stano

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

**1. Guest Speakers**

None

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

None

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

None

**8. Planners Report**

**Samantha Greenwood** ~ Don't have anything to add.

**9. New Business**

a. Conditional Use Permit Request by Sjostedt Family Trust for construction of 3 'Zero-Lot Line' Duplexes (voice vote)

"I move that the request by Sjostedt Family Living Trust to build 3 zero lot line townhouses- 2 on lots D, E, F and G USS 828 and 1 unit on Lot B Wheeler Subdivision be approved with the special conditions sited in the staff report written 6/4/2013."

**M/Reggiani, S/Srb**

**Bailer** ~ We have heard the drainage concern and the building discussion. **Pegau** ~ Not sure how we can issue a conditional use permit for Lot B Wheeler Subdivision when the lot hasn't been subdivided yet. **Samantha Greenwood** ~ He intends to sell the units separately. He would subdivide the lot into two lots to create zero-lot lines. The condition on the conditional use permit would be that he subdivides and plats afterward so you would have an accurate depiction on the plat of where the houses are. **Reggiani** ~ Can we make both processes happen at the same time for clarity? **Sjostedt** ~ I am going to comply to all requirements but would love to see it all resolved here tonight. **Samantha Greenwood** ~ If the lower lot (B) is used for a driveway and/or sewer, we need to have a legal easement on that lot. **McGann** ~ Wanted to know the current status of the driveway off the state road. **Sjostedt** ~ The permits went in a month ago. There has never been a driveway put across the utility corridor since I've been here. I applied 6 years ago and was shot down. I want to be able to get a driveway in between the duplexes so things won't be worse for the neighbors. I feel the 18" culvert and the French drain can handle the water problems. **Pegau** ~ The more natural thing, to me, is he builds the duplex on Lot B then comes in to replat and subdivide the lot.

**M/Reggiani S/Pegau** ~ Would like to amend the motion and strike "and 1 unit on Lot B Wheeler Subdivision and also to change 3 zero lot line townhouses to 2 zero lot line townhouses. **Reggiani** ~ I support the concept of building a duplex on Lot B and I support the zero lot line. I think this is more mechanics than anything.

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

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

**Nay: None**

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

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

**Nay: None**

b. Eyak Mountain Trail Easement (voice vote)

"I move to accept and forward to City Council Resolution 13-04."

**M/Reggiani, S/Greenwood**

**Kristin Carpenter** ~ Has funding to re-survey the route and to move the route off private property. Need to make sure it is an approved public right of way-since there is a section that goes across Linden O'Toole's properties. We would re-establish the trail bed on the City right of way on Browning Avenue and would install water crossings on the State land.

**Reggiani** ~ Would like to see a revised map that only shows the requested easement that gets forwarded to City Council (Lots 1-11, Block 45 and Lots 16-17, Block 46).

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

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

**Nay: None**

10. **Old Business**

a. Chapters 16, 17, 18 Updates

**Samantha Greenwood** ~ Attached is a schedule that we are trying to maintain for the updates. Chapter 16 is on hold. We have a building inspector in place but due to the workload he will be going to training (tentatively) this fall. When the time gets closer, we need to decide what IRC (International Residential Code) we will follow: 2006, 2009 or 2012. Chapter 17 is on the slate this year for updates. I have a pretty good handle on the revision. Chapter 4 and Chapter 11 had their first reading at City Council. Chapter 4 is personnel which could take up a majority of the budget. Chapter 18 will require a large amount of lawyer time and public hearings. It will be number 1 in 2014.

b. Safe Routes to School (voice vote)

"I move to recommend to City Council to approve the Safe Routes to School conceptual design for sidewalks and crosswalks as outlined in the USKH 3/23/2011 drawings."

**M/Reggiani, S/Greenwood**

**Reggiani** ~ Made a motion that wasn't the recommended motion. Spoke to Sam earlier about it. The recommended motion wasn't quite right to me. **Bailer** ~ Then if City Council is on board with it, they could direct staff to proceed. **Pegau** ~ Still trying to see how we're moving forward. I can see where we are approving what has been completed but not how we're moving forward.

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

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

**Nay: None**

"Move to recess"

**M/Reggiani, S/ Greenwood, 7:47 PM**

**Bailer** ~ Back in session at 7:53 PM.

"I move to recommend to City Council to direct staff to continue with the process to develop the Safe Routes to School on Third Street."

**M/Pegau, S/Reggiani**

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

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

**Nay: None**

c. Comp Plan

**Samantha Greenwood** ~ We have some pretty large projects that have been on the planning board for a long time. Addressing is the number 1 thing right now. It will be a very large project. The South Fill final report will be on the July meeting. I would like to see this as a 2014 Budget item request. **Reggiani** ~ I really like Agnew Beck's approach and community involvement. They have outlined a great process and their timeline is accurate to what I thought it would take. **McGann** ~ Liked the timeline and the price is reasonable. **Pegau** ~ I like the process they outlined. We will have a useful document at the end. I was amazed at the budget. **Greenwood** ~ Since we are looking at 2014, do we put something in front of Council for a budget request. **Samantha Greenwood** ~ It would be stronger coming from Planning and Zoning as a priority. **Reggiani** ~ I would say earlier is better and make a recommendation based on the process outline and recommendation of the proposal. **Samantha Greenwood** ~ Part of the reason the amount is so low is they are expecting staff to complete a majority of it. That is why I brought up workload at this point.

11. **Pending Calendar**

- a. June 2013 Calendar
- b. July 2013 Calendar

**12. Audience Participation**

None

**13. Commission Comments**

**Greenwood** ~ Glad to see development with Sjostedt. It'll get more housing for Cordova.

**Reggiani** ~ Would like to see 5<sup>th</sup> Street vacated as a street and labeled as a snow dump.

**Samantha Greenwood** ~ Will research that for the next meeting. **McGann** ~ Would like to see "Building Plan" and "Construction Documents" defined in Chapter 18.

**14. Adjournment**

**M/Reggiani S/McGann**

**Motion to adjourn at 8:10 PM**

  
\_\_\_\_\_  
Shannon Joekay, Assistant Planner

7/11/13  
\_\_\_\_\_  
Date