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 AGENDA (voice vote)

4. DISCLOSURES OF CONFLICTS OF INTEREST

5. CORRESPONDENCE

6. COMMUNICATIONS BY AND PETITIONS FROM VISITORS
   a. Guest Speakers
   a. Audience comments regarding agenda items (3 minutes per speaker)
   a. Chairpersons and Representatives of Boards and Commissions

7. OLD BUSINESS
   a. Site Plan Review Baler Facility - Recommendation to City Council (voice vote)

8. AUDIENCE PARTICIPATION

9. COMMISSION COMMENTS

10. 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
Cordova Planning and Zoning Commission
P.O. Box 1210
Cordova, Alaska, 99574-1210

August 21, 2013

To Whom It May Concern:

Re: Bailer Facility upgrades

It has been brought to my attention that our current Bailer Facility is in major need for the upgrade that was voted on by the community in the last election. That this project needs to begin immediately in order to provide adequate refuse removal for the City of Cordova and provide an acceptable work environment for it’s refuse employee’s.

There has been a plan submitted to the planning and zoning and is waiting action by the commission before the project may proceed. My understanding is that the plan presented is more than adequate to meet the needs of the City Refuse Department in their efforts to provide this essential service to the Community of Cordova, now and for the future. Continued debate on this plan to look for a better and more perfect scope causing a delay in approving that plan may cost the City of Cordova the grant funds that were to be used to move forward with the project. Additional delay would also cause it to not happen during the current construction season.

It is also my understanding that the facility is currently substandard and these immediate improvements are necessary in order for the City Refuse Department to adequately perform their duties in an efficient and timely manner. This project would also upgrade the facility to provide adequate water and sewer for them to work in an appropriate work environment.

I applaud these new efforts to recycle in our community allowing us to use our refuse in a more efficient manner saving our land fill for future use. This project would help to make our City Bailer and work crew more efficient in their handling of our refuse allowing more time to work on the secondary recycling project.

I urge the Planning and Zoning commission to please pass the project before you at this meeting of August 27th, 2013 so that it can move forward and be implemented as soon as possible.

Thank you for your consideration of my request.

Sincerely,

Penelope Oswalt
P.O. Box 1303
22 McLaughlin
Hi Sam,

Please forward this email, and the one that follows from Kristin, to the other Commissioners
Thanks

Tom

Begin forwarded message:

From: Kristin Carpenter <kristin@copperriver.org>
Date: August 20, 2013 8:30:48 AM AKDT
To: bailerak@ctcak.net
Subject: Fwd: Whiskey Creek pollution

Hi Tom,

I'm writing to you in your capacity as Chair of the Planning and Zoning Commission to urge that you include a drainage plan for the baler facility in reviewing the plans to upgrade the facility at next week's special P&Z Commission meeting.

As you know, the CRWP replaced the Eccles Creek culvert under Whitshed Road in 2010, and as part of that job we also re-routed Whiskey Creek around Jerry Blackler's lot (allowing him to maximize buildable space on the lot). When the creek was re-routed (it now flows across the southwest corner of the Mormon Church's lot), we also installed a bigger culvert under Whitshed Road to facilitate fish passage on that creek.

In the course of doing that work we noticed substantial problems with sediment in the sheet flow drainage coming from the baler yard. The amount of sediment in run-off from the baler site improved a little when the yard was paved, but now that it's been expanded and there are exposed soils again, there is quite a bit of sediment being discharged from that site. And the sediment -laden run-off ends up primarily in Whiskey Creek which is a catalogued fish stream that also drains to Eccles Creek, another catalogued fish stream. (I have old pictures from 2010, before the yard was paved, but not more recent ones. We can take some to illustrate the problem the next time we get a heavy rain.)

I'm forwarding a message from Megan Marie, ADF&G Habitat Biologist for this area, that she wrote to City leaders three years ago about this site (I think the "Tom" that she included was Tom Cohenour). Several of the things she recommends have been done, but there is still quite a bit of run-off from the baler and especially now that the site has been expanded by cutting into the hillside -- the expanded yard has exposed additional soil that gets churned up by the trucks and contributes lots of sediment to the yard's run-off. You'll see in Megan's message that polluting fish streams is a violation of state law,
and I think we have a great opportunity now that the City is upgrading the baler to address this problem.

I won't be able to attend the meeting next week but I wanted to be sure that this issue is part of the discussion. Please consider how the baler site drainage can be improved, both the run-off from the hill side and the run-off from the building's roof, to "keep the clean water clean" and direct water away from the paved surface and from teh exposed soils around the pavement.

Thank you for your consideration,

Kristin Carpenter

Kristin S. Carpenter | Executive Director
Copper River Watershed Project
phone (907)424-3334 | fax (907)424-4318
web www.copperriver.org
office P.O. Box 1560, Cordova, AK  99574

The Copper River Watershed Project works to ensure the long-term sustainability of our wild salmon-based economy and cultural heritage.

On Aug 20, 2010, at 3:57 PM, Marie, Megan E (DFG) wrote:

Tom, Mark, Jim, and E.J.,

As you are already aware, there is a significant amount of sediment-laden stormwater runoff flowing into Whiskey Creek from the area of the Baler property. Whiskey Creek is cataloged as important for anadromous fish and is known to support coho salmon and cutthroat trout. Whiskey Creek drains into Eccles Creek which is also cataloged as important for andromous fish and is known to support coho and pink salmon as well as cutthroat trout. The stormwater runoff currently entering Whiskey Creek is impacting fish habitat and water quality in both streams. Fish habitat improvement projects on both streams have been completed earlier this year resulting in a net gain in available habitat for spawning and rearing salmonids. Improving water quality in Whiskey Creek is necessary to reap the full benefits of the culvert replacement and channel re-design projects.

Multiple site visits to this location and recent discussions with contractors/engineers, ADOT, and CRWP have resulted in a list of recommended actions for reducing the sediment load in this stormwater runoff and improving water quality in Whiskey Creek and Eccles Creek. Many of these alternatives are relatively low in cost compared to the potential benefits of reduced sedimentation and improved water quality in Whiskey Creek. I will list some suggested actions below, but I also welcome new ideas for improving the water quality in Whiskey Creek.

- Repair/replace and extend the existing culvert under the Baler driveway (shared with the Blackler property).
• Install a new culvert under the Blackler driveway to catch runoff which is currently flowing down the driveway and picking up fine sediments along the way
• Dredge accumulated sediments from the east side of the road and create a catchment basin to allow for additional stormwater storage time (increase infiltration rate)
• Dredge accumulated sediments from ditch along east side of road (remove vegetative mat and replace when ditch improvements are complete)
• Repair/improve and install additional check dams as necessary along ditch lines to slow water and increase infiltration rate
• Plant grasses/sedges or other appropriate vegetation in ditches to help filter runoff prior to reaching Whiskey Creek

I advise the City of Cordova take action as soon as possible to reduce the amount and improve the water quality in stormwater runoff flowing into Whiskey Creek along Whitshed Road. If pollution continues at the current level, the stormwater runoff into Whiskey Creek may be considered a violation of AS 16.05 871. It may be beneficial to meet and discuss this issue with the stakeholders involved with the hopes of finding the best solution possible. I expect to return to Cordova in late September or early October, but I am available to meet via telephone at your convenience. There are many stakeholders interested in finding a solution, so I am sure we can find a way to improve the water quality issue in a timely manner. Thank you for your time and I look forward to hearing from you soon.

Megan Marie
Division of Habitat
Alaska Department of Fish & Game
333 Raspberry Rd., Anchorage, AK 99518
Phone: (907) 267-2446
Fax: (907) 267-2499

http://www.habitat.adfg.alaska.gov

Here's the other email from Kristin to be forwarded to the Commissioners.

Thanks.

Tom

Begin forwarded message:

From: Kristin Carpenter <kristin@copperriver.org>
Date: August 20, 2013 1:20:29 PM AKDT
To: Tom Bailer <bailerak@ctcak.net>, Sam Greenwood <planning@cityofcordova.net>, Randy Robertson <citymanager@cityofcordova.net>, Moe Zamarron <MoeZ@cityofcordova.net>, Brandon Dahl <refuse@cityofcordova.net>
Cc: Paul Swartzbart <psks@ctcak.net>
Hi Tom,

I spoke with Brandon this morning and wanted to clarify my intent from yesterday's message. I understand that the timing of approving an upgrade plan for the baler is critical, and I didn't mean to imply that the approval process should be extended to take more time talking about drainage issues. I do support approving a plan for upgrading the baler on 8/27 as I find the conditions under which our City crew is asked to work atrocious -- none of us would tolerate not having a bathroom, a sink, hot water or heat at the place where we spend our working hours.

I do want drainage considerations for the baler site to be part of the City's efforts to upgrade that facility, though, and urge consideration of this need to be incorporated into work on the site as soon as possible.

Thanks again,

Kristin Carpenter

Kristin S. Carpenter | Executive Director
Copper River Watershed Project
phone (907)424-3334 | fax (907)424-4318
web www.copperriver.org
office P.O. Box 1560, Cordova, AK 99574

The Copper River Watershed Project works to ensure the long-term sustainability of our wild salmon-based economy and cultural heritage.
Memo

To: Planning Commission
From: Planning Staff and Public Works
Date: 8/21/2013
Re: Site Plan Review ~ Baler Building Reconstruction

PART I. GENERAL INFORMATION

Requested Actions: Site Plan Review
Applicant: Public Works
Owners Name: State of Alaska-Leased by the city of Cordova
Address: 2100 Whitshed Road
Parcel Number: 02-098-275
Zoning: Waterfront Industrial District

PART II. BACKGROUND

The City of Cordova is proposing upgrades to the City’s baler facility. The City of Cordova is requesting proposals from interested general contractors through a Design-Build procurement method to design, construct, and repair the solid waste Baler Facility. The facility consist of the main Baler Building which is a steel frame metal building (60’x112’) of which the easterly 30’ is open on three sides; and an addition (24’x48’) located on and attached to south side of the main baler building.

The purpose of this work is to replace all the exterior siding girts, roofing as noted on plans, purlins, provide repairs and upgrades to the interior such as upgrade all overhead lighting and domestic water; and the demolition and construction of a two story interior storage/break room along the north face of the building.

The design build process was chosen as the best delivery method for this project as it allows for a quick start to the project, value engineering, flexibility in layout, and scope of work revisions. The current scope of work addresses all the issues big and small that exist at the baler. It is a distinct possibility the cost to make all of these repairs will exceed the budgeted funding available thru the grant and loan.
The design build delivery method will allow us to select a contractor and then work with them to reduce the project cost to fit our budget thru value engineering and scope reduction. The typical design-bid-build process does not allow that flexibility and would require us to have the design revised and re-bid until we reached a cost that fits our budget. This would be a long and costly process.

The design build RFP consists of the following items

- a RFP advertisement
- Instruction to offers
- Scope of work
- Facility design criteria
- Concept drawings

The design build delivery method also provides the flexibility to adjust the layouts to better address items such as the number of sinks, etc... Other items such as building components can also be changed during this process. Currently we are specifying metal siding with draped insulation as the cost for insulated metal panels is far more expensive. We are aware of the benefits of the insulated panels and if we end up with a budget surplus we will most certainly consider upgrading to the insulated panels.

Attached are photos, proposed building drawings and the existing Baler as built-structural only, these were taken from the RFP for your review. Due to the size of the RFP pdf (205 pages), it is not included in the hardcopy of the packets. The online packet will contain the pdf of the RFP and I would be happy to print it out for anyone who like a hard copy. The required design criteria are pages 24-137 using the pdf page numbers not the page numbers on the packet. Also included in the packet are drainage and site plan layouts.

Currently in our city code there is not a requirement for a site plan review in the Unrestricted Zone; at the previous P&Z meeting it appeared that was support to begin site plan reviews of municipal building. A site plan review is being presented for the baler building for you review and then if approved a recommendation to City Council.

Chapter 18.18 Unrestricted

Chapter 18.42 Site Plan Review

Chapter 18.48 Off Street Parking, Loading and Unloading

**PART III. REVIEW OF APPLICABLE CRITERIA & SUGGESTED FINDINGS**

**18.18.010 Permitted uses.**

The unrestricted district is intended to allow any legal use of property.
The Baler facility is a permitted use.

18.18.020 Building height limit.

The maximum building height in the UR unrestricted district shall be two and one-half stories but shall not exceed thirty-five feet as measured at the eave line.

The height of the Baler building is 26 feet at the eaves and will not change.

18.18.040 Front yard.

There shall be a front yard in the UR unrestricted district of not less than ten feet from the property line.

18.18.050 Rear yard.

There shall be a rear yard in the UR unrestricted district of not less five feet.

18.18.060 Side yard.

There shall be a side yard in the UR unrestricted district of not less than five feet. The minimum side yard on the street side of a corner lot shall be five feet.

All yard requirements are met at the Baler site.

18.48.060 Off-street parking requirements

| Municipal buildings. | One parking space for each employee, plus one space for each official vehicle, plus two spaces for visitor parking. |

Parking spaces are shown on the site drawing and there is write up provided by the Director of Public Works.

PART V. STAFF RECOMMENDATIONS

Staff recommends that the Planning Commission forward a recommendation to the City Council to approve the Site Plan Review requested by City of Cordova for the re-construction of Baler Building.

PART VI. SUGGESTED MOTION

“I move that Planning Commission recommend to City Council to approve the Site Plan to re-construct the of Baler Building.”
To Planning and Zoning Commissioners 8/21/2013

It was a pleasure to meet each of you at last week's P&ZC meeting. I would like to thank you for what you do for our community, and the professionalism you bring to the planning and zoning process.

From my original interview with the City Council, I truly feel one of my top priorities will be looking into our municipal facilities and equipment, our business processes, and the team we have in place to move our city forward. With that in mind, over the last week, I've attempted to gather as much information about the baler site and its reconstruction as possible. Below are some points that I feel merit your attention. While I understand a site plan approval through Planning and Zoning is not about budgets and other administrative issues, it's important for us on the city staff and you, members of the P&ZC, to ensure we are in sync with our communications. Since my arrival last week, I have come to discover the time sensitivity of this project, and accordingly, respectively ask that if there are issues/concerns with the site plan review, that the P&ZC address these with conditions. My understanding is this process will allow the site plan to continue its movement to the City Council for their review.

1. Because the age of the landfill grant, the remaining $500,000 is poised to be reclaimed by the Alaska Department of Conservation. Mr. Zamarron indicted the de-obligation could be as soon as within 30 days if a spending plan has not been submitted.

2. Working conditions at the baler facility are substandard by any measure. It is patently an unsafe structure, without heat, running water or functional restroom facilities. As community we cannot ask employees to work in this kind of environment.

3. The residents of Cordova voted in a general election on March 5, 2013 to approve indebtedness to fund the Refuse Division upgrade project.

Although Mr. Zamarron is away from the office this week, I thought it necessary to provide you with this note, and the attached updates as expeditiously as possible before your meeting next
Tuesday. I realize this may not be the traditional methodology to raise concerns, but I don’t think we could wait to reach out to you until he returned. Should you have any questions or concerns, you are welcome to speak with me, Mrs. Greenwood or Mr. Hallquist. Our contact info is below:

CCPM@cityofcordova.net Josh Hallquist, project Manager

publicworks@cityofcordova.net Moe Zamarron, Public Works Director

planning@cityofcordova.net Samantha Greenwood, City Planner

citymanager@cityofcordova.net Randy Robertson, City Manager

Again, it was a pleasure to meet each of you, and thank you for your service to Cordova. I look forward to a long, mutually productive relationship as we continue to move our great community forward.

Sincerely,

Randy Robertson, City Manager
Baler Building Renovation - RFP
Cordova, Alaska
BUILDING PERMIT / APPROVAL DRAWINGS

ARMCO SYSTEM CONTRACTOR: POE CONSTRUCTION, INC.

CLIENT: CITY OF CORDOVA

PROJECT LOCATION: CORDOVA, ALASKA

DESIGN REQUIREMENTS: UBC 1982 LL. 75PSF, WL. 110MPH EXPOSURE "B"

AUX, DL, 2PSF.

INCLUDED ARE APPROVAL PAGES A1 THRU A14.

FABRICATION IS PENDING RETURN OF SIGNED DRAWINGS WHICH INDICATES APPROVAL OF DIMENSIONS AND FRAMING DETAILS.

☐ APPROVED AS SUBMITTED  ☐ APPROVED AS NOTED

☐ NOT APPROVED - RESUBMIT

SIGNED: ________________________________ DATE ____________________

FOR: POE CONSTRUCTION, INC.
**GENERAL NOTES:**

- All dimensions on the details are shown in inches.
- Base plate sizes are shown as maximum size. The actual base plate used may be smaller.

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**DETAIL AT 1**

- Anchor bolt projection: 2 1/2" (L)
- Anchor bolt embedment depth (D)

**DETAIL AT 2**

- Anchor bolt projection: 2 1/2" (L)
- Embedment depth (D)

**DETAIL AT 3**

- Anchor bolt projection: 2 1/2" (L)
- Embedment depth (D)

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**Reference Drawing**

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**BOLT DIMENSIONS**

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NOTE: ALL PURLINS FACE UPSLOPE.

NOTE: ROOF SYMMETRICAL ABOUT coping.

NOTE: "P.U.R." INDICATES QUANTITY & PART NO.
OF PURLINS TYPICAL THROUGHOUT BAY
UNLESS OTHERWISE NOTED.
NOTE: REFER TO ERECTION INSTRUCTION BOOKLET
FOR ACCESSORY DETAILS.

H.S. BOLTS AND NUTS ARE SHOWN IN THE SAME KEY WITH THE
SAME PART NO. BUT ARE NOT LARGER ASSEMBLED.

S.M. STRUCTURAL
AUX. COL. LINE A

REFERENCE DRAWING
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ERECT RAKE GIRT BEFORE ERECTING PURLIN
EXTENSIONS FOR GABLE OVERHANG CONDITIONS.

CONNECTION REQUIREMENTS

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FIELD CUT AND PLACE AS REQUIRED.
ERECT RAKE GIRT BEFORE ERECTING PURLIN
EXTENSIONS FOR GABLE OVERHANG CONDITIONS.

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REFERENCE DRAWING
FRAME LINE 6

REFERENCE DRAWING

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DETAIL AT 13
GIRTS & GIRT EXTENSION
AT CORNER OF BUILDING

DETAIL AT 14
ENWWELL COLUMN CONNECTION
TO GIRT (FULL FRAME)

NOTE: INSTALL GIRTS WITH UNPUNCHED LEG TOWARD OUTSIDE OF BUILDING WITH MIN. 1" OR KOR-NET WALL. ADD 1/2" WASHERS TO THE 1/2" X 1 1/2" H.S. BOLTS IF THE BOLTS WILL NOT TIGHTEN.
Plate 3

West Site Area - Looking North

West Site Area - Looking South

South Site Area - Looking East

11.07.2013 07:34
Plate 5

East Face - Electrical Service

(N.E. Corner of Building)

East Face

Around Electrical Conduit
Install 2 each 6" Ballasts

East Face - Card Board Room

Card Board Addition

Baler Bige

Baler Building - East Face

Replace Door

Replace Siding

Roof To Stay
Plates 8

Southwest Ceiling - Baler Building

Metal roof, and insulate

Install new purlins on

Northwest Ceiling - Baler Building

Provide new overhead lighting for main building

Provide new overhead lighting for main building.
Southwest Wall - Interior

Northwest Wall - Interior

Replace Metal Studs & Purlins

South Wall - Baler Building

Board Addition

North Wall - Cardboard

Demolished Office/Storage to be replaced

Overhead Door

Replace
Plate 12

Main Entry - North Face

Replace Concrete Floor and Slab with Hardened Concrete

North Entry - Main Building

Replace Floor with Hardened Concrete
Existing Drainage Ditch

Drainage Ditch to be Removed

New Drainage Ditch

Gabion Wall

Silt Fences

Stream

Old Snow Dump

Drainage Ditch Flow

Baler Drainage Plan

D1 Fill Placed Here

Cleaned up, filled and re-vegetated
Summary of Drainage plan

Currently the paved area flows into a drainage ditch shown on the drainage plan and in the pictures. The muddy water referenced in Kirstin’s letter is coming from two sources. The area on the map labeled where the “D1 fill will be added “is the major source and the area labeled “old snow dump” also contributes. The area where the D1 will be placed is driven upon and the muck is stirred up and the flows into the ditches, the silt fences and vegetation help to eliminate some of the silt but the cleanup and placement of D-1 will greatly reduce the amount of sediment entering the ditches. The plan to address these areas is phased and is as follows and shown in the drainage plan provided

1. Remove current Ditch in front of D1 area
2. Add D-1 to the area
3. Dig ditch on back of D1 Area
4. Clean up, fill and re-vegetate the old snow dump area
5. Vegetate any disturbed area behind where the gabions will be placed
6. Place gabions to stabilized the bank and eliminate further sediment

Once these steps have been completed the drainage will be evaluated and if needed adjustments will be made. This work will be completed in house and is not part of the RFP.

The RFP and the building reconstruction will address drainages issues within the building and are described below.

A portion of the drainage issues will be addressed with the rehabilitation of the building. A knee wall is proposed that will contain the water that finds its way into the building. The drains to sewer are scheduled to be upgraded to provide better flow. The roof repairs will prevent rainwater from entering the building.
Current Drainage Ditch
Sheet Drainage and Ditch Drainage
Meet and flow down driveway to culverts through vegetation and silt fences
Driveway Ditch flows down to culverts through vegetation and silt fences