

**PLANNING COMMISSION REGULAR MEETING
SEPTEMBER 8, 2015 AT 6:45 PM
LIBRARY MEETING ROOM
MINUTES**

1. CALL TO ORDER

Chairman *John Greenwood* called the Planning Commission Regular Meeting to order at 6:45 PM on September 8, 2015 in the Library Meeting Room.

2. ROLL CALL

Present for roll call were Chairman *John Greenwood* and Commissioners *Tom Bailer, Tom McGann, Scott Pegau, John Baenen, Allen Roemhildt, and Mark Frohnapfel.*

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

3 people were in the audience.

3. APPROVAL OF AGENDA

M/Bailer S/Pegau to approve the agenda.

Upon voice vote, motion passed 7-0.

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

4. APPROVAL OF CONSENT CALENDAR

a. Minutes of July 14, 2015 Regular Meeting

M/Bailer S/Pegau to approve the consent calendar.

Upon voice vote, motion passed 7-0.

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

5. DISCLOSURES OF CONFLICTS OF INTEREST

6. CORRESPONDENCE

- a. Environmental Protection Agency Letter**
- b. State of Alaska DOT Public Notice**
- c. Dept. of Labor and Workforce Development Notice**

7. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

- a. Audience comments regarding agenda items**

8. PLANNER'S REPORT

S. Greenwood told the commission to start thinking about the Planning Commission portion of the Alaska Municipal League Conference. There is money in the budget for the commission. *J. Greenwood's* and *Baenen's* terms on the commission will be up in November. Anyone can apply for the commission through the City Clerk.

S. Greenwood explained that FOIA meant a Freedom of Information Act request, where the City is required to provide information to those who request it. She said that the City is providing support and data for the Crater Lake feasibility study. The kick-off meeting for LT2 will be in the next couple weeks.

9. NEW/MISCELLANEOUS BUSINESS

- a. **Final Plat Request for ‘Vacating A.T.S. 220 T-4, Lot 9 Cannery Row Subdivision Plat 2003-3 and U.S. Survey 829 Amended Creating: Copper River Seafood Tract A and Lot 9A’**

M/Bailer S/McGann to approve the final plat request for ‘Vacating A.T.S. 220 T-4, Lot 9 Cannery Row Subdivision Plat 2003-3 and U.S. Survey 829 Amended Creating: Copper River Seafood Tract A and Lot 9A.’

Frohnappel verified that SADAK LLC would retain Lot 9A. *Tom Carpenter*, Copper River Seafoods, explained that they were purchasing basically everything south of the driveway on Lot 9A, including the existing building. *Frohnappel* said that the building would meet all of the required setbacks for the district. *McGann* verified that the building was defined as a boardinghouse, which is an allowable use. *McGann* said that the right of way in the area is very narrow. *Bailer* said that there isn’t a utility easement in the area and that Cordova Electric Cooperative (CEC) was trying to get through there. He asked if there was any way they could get an easement for power to come through there as the way it is now they can only get permission from the private landowner. *Carpenter* said that he had been contacted by CEC and that Copper River Seafoods is willing to work with them. *Baenen* said that if CEC wanted to they could work with the State to get it in the right of way as the State has to allow them. *Bailer* asked if as a cooperative member they would want to pay to resurface the road. *Baenen* said it wasn’t their job to make an easement for CEC. *Bailer* said that it was.

Upon voice vote, motion passed 7-0.

Yea: Greenwood, Bailer, McGann, Pegau, Baenen, Roemhildt, Frohnappel

- b. **Final Plat Request for ‘Logan Subdivision’**

M/Bailer S/Frohnappel to approve the final plat request for ‘Logan Subdivision.’

Dan Logan said that he was basically moving the lot line to make two equal lots versus one large and one tiny. *J. Greenwood* verified that the easement to access the back lot was on the existing road.

Upon voice vote, motion passed 7-0.

Yea: Greenwood, Bailer, McGann, Pegau, Baenen, Roemhildt, Frohnappel

- c. **Resolution 15-12**

A resolution of the Planning Commission of the City of Cordova, Alaska recommending a Capital Improvement List to the City Council of the City of Cordova, Alaska

M/Bailer S/McGann to approve Resolution 15-12.

Bailer said that they already got the bond for the two million for street repairs so it doesn’t need to be on the list. *Baenen* said maybe they should keep it on the list for other streets that aren’t getting paved with the bond. *Pegau* said that in the discussion last year they talked about how there needs to be regular street paving so that they can hit new roads.

McGann said that the one project he has always liked has been the north side of the harbor sheet pile and fill. He thinks they should extend it out to 50’. He doesn’t think the \$800,000 is realistic for the cost. Even if they don’t keep the actual project on the list, they should continue to explore it. *Bailer* said he agreed to pare the price down to get the design. *Baenen* said engineering and a conceptual design is how projects get done. *Bailer* said they had an engineer on staff and that it seems like a simple enough project to get some length and width and get a quote. *S. Greenwood* said that the estimates in the South Fill Plan were provided by an engineer and contractor. *McGann* said he was never comfortable with those numbers.

Frohnapfel asked what unfinished at the baler. *S. Greenwood* said that they have an RFP out for work on the interior. The commission agreed to lower it on the list.

Pegau said that he wanted to move the Comprehensive Plan up the list with \$100,000. The current Comprehensive Plan is dated and could use a lot of help and public input. *Bailer* said to take it off the list as it isn't important. He recommended before that they could update it without spending any money; for example, it still talks about remodeling the grade school. His feeling is, why should the City pay to update that? You should give it to the School Board to update it, same with the other sections. *Pegau* said that part of the reason that he is doing it as a Comprehensive Plan and not farming it out is because when you farm it out people put what they want their organization to do versus having it as a City thought-out process. To get a good Comprehensive Plan that reflects the community you have to have community input throughout the entire process. *J. Greenwood* said that he agreed with *Pegau* in that it needs to be done in full.

J. Greenwood asked staff what the priorities were for equipment for Public Works. *Robertson* replied that the day-to-day equipment wasn't in the purview of the commission and that Public Works brings their priorities to Council during budget. *Baenen* said that the sewer treatment plant probably falls under this type of work.

McGann said they should change the wording and price for the harbor sheet pile and fill. *Pegau* said they should call it design and preliminary engineering. *Baenen* said they were talking about a conceptual drawing they could show people to get people on board to go after money. It doesn't need to include structural, but should show what it is supposed to look like. *Pegau* said that when speaking with the community they need to have a rough idea of what the cost is going to be. *Bailer* said he would approach it like he does when someone is building a house. You figure out what you want and you take it to the next step and talk to contractors. They can do a lot before they decide to spend money. *Baenen* said they had already done a lot of that. *S. Greenwood* explained how they had contacted engineers and contractors to come up with the numbers for the project. The commission agreed to put \$10,000 for the project.

Pegau said that he doesn't see any demand for the vacating Adams Avenue, so he recommends taking it off the list. *McGann* said that the idea was to create residential property. The commission agreed to remove it.

Baenen said that he knows the Comprehensive Plan needs to get done somehow, he just doesn't see City Council giving them any money for it. *McGann* said he sees code updates being a priority with the Comprehensive Plan. *Pegau* said they should put the Comprehensive Plan before the code, that way they can be sure the code matches. *Bailer* said he would put code changes above the Comprehensive Plan. He had a house inspected last year and the inspector did another house at the same time, and the inspector said the other house did not pass code and the builder for that house said he wasn't going to have it inspected. *Frohnapfel* said he fully agrees there should be a building inspector in town inspecting houses. *McGann* recommended they put the code updates at \$25,000. *Baenen* verified that inspections were not required by the City Code. *S. Greenwood* said that they don't give occupancy permits. If someone gets financing they are going to get inspected. She said in the Unrestricted District they would have to follow building codes if they were updated, but past Hartney Bay Bridge is outside of City Limits. *Baenen* said they should annex the area; there are a lot of houses out there that are on their own lots and not SLUP (Special Land Use Permit) lots. *S. Greenwood* said that Whitshed Road is a State road until the turnout past Hartney Bay Bridge and the remainder of the road is maintained by the Native Village of Eyak. The commission agreed to put \$75,000 towards the Comprehensive Plan.

Pegau said that he isn't worried about what the council is going to give them versus what they think their priorities are. The reason he wants to put the Comprehensive Plan above the code updates is that the plan guides where the code should be. *Bailer* said that he doesn't follow; he doesn't see how that would have anything to do with the codes. *McGann* said the codes that would be updated would be the codes on zoning and subdivisions. *S. Greenwood* said those parts of code are all about the Comprehensive Plan.

The commission discussed the sidewalks between the High School and Harbor Loop and changed the price to \$250,000.

Pegau said that it is hard to not put the road maps and house numbers as a project, he is interested in keeping that process going. *Frohnafel* said for the next year they should look more at the big picture items rather than the ongoing Public Works projects and equipment. There was concurrence on the updated list.

Upon voice vote, resolution passed 7-0.

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

10. PENDING CALENDAR

J. Greenwood said there was the possibility of a Special Meeting for a Site Plan Review for *Blackler's* project in the shipyard.

Bailer said he knows there is an RFP for the Library/Museum building. If no one is going to purchase it, is there a plan for the building? He wants to know if they keep the building there or do they have a plan to remove the building. He thinks they should come up with a plan to bring to council. *S. Greenwood* said when the commission made the decision on the building they came up with steps for the disposal. They decided that if the building didn't sell then they would either the City would demolish and sell the property, or they would put it out for people to demolish; what she remembers is them saying that they don't want to see the building standing. It will come back to the commission whether or not there are proposals.

11. AUDIENCE PARTICIPATION

12. COMMISSION COMMENTS

Pegau said that it was good to go through their list and that it is always thought-provoking and he appreciates hearing everybody's thoughts.


Baenen said it was a good meeting.

Bailer thanked everyone for their time.

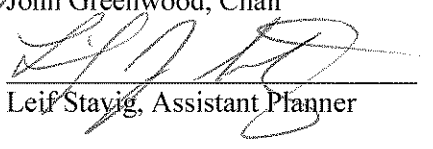
13. ADJOURNMENT

M/Bailer S/McGann to adjourn the Regular Meeting at 7:45 PM.
With no objection, the meeting was adjourned.

Approved:



John Greenwood, Chair



Leif Stavig, Assistant Planner