

PLANNING COMMISSION REGULAR MEETING  
OCTOBER 8, 2013 @ 6:45 PM  
LIBRARY MEETING ROOM  
MINUTES

1. **Call to order**

Co-Chairman *David Reggiani* called the Planning Commission Regular Meeting to order at 6:45 PM on October 8, 2013 in the Library Meeting Room.

2. **Roll Call**

3. Present for roll call were Commissioners *David Reggiani, Tom McGann, Scott Pegau, Roy Srb* and *John Baenen*. Chairman *Tom Bailer* and Commissioner *John Greenwood* were absent.

Also present were Planner, *Samantha Greenwood*, Assistant Planner, *Shannon Joekay*, City Manager, *Randy Robertson* and Public Works Director, *Moe Zamarron*.

There were 4 people in the audience.

3. **Approval of Agenda**

*M/Srb S/McGann* to approve the Regular Agenda.

Upon voice vote, motion passed, 5-0

Yea: Reggiani, McGann, Pegau, Srb, Baenen

Nay: None

Absent: Bailer, Greenwood

4. **Approval of Consent Calendar**

a. Minutes of 9-10-13 Planning Commission Public Hearing

b. Minutes of 9-10-13 Planning Commission Regular Meeting

c. Record unexcused absence of Roy Srb for September 10, 2013 Regular Meeting

*M/McGann S/Srb* to approve the Consent Calendar

*Reggiani* stated he had changes to the minutes. *Shannon Joekay* said they would be corrected prior to publishing them online.

Upon voice vote, motion passed, 5-0

Yea: Reggiani, McGann, Pegau, Srb, Baenen

Nay: None

Absent: Bailer, Greenwood

5. **Disclosure of Conflict of Interest**

None

6. **Correspondence**

None

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

1. **Guest Speakers**

None

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

*Thai Vu* and *Camtu Ho*, 129 Harbor Loop Road, thanked the staff for doing a good job and let the commissioners know they were there to answer any questions they had.

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

None

### 8. Planners Report

**Samantha Greenwood** stated she has spoken to Agnew::Beck about having Comprehensive Plan training, including State requirements. City Council would also be invited. She also stated that **Baenen** is going to Anchorage for the Planning Commissioner 101 training in November. **Pegau** said he will be out of the office 11/13-11/15 and would appreciate going to the training. He also asked if there was a variance granted for Trident building to zero lot line. **Samantha Greenwood** explained that in the industrial zone as long as Fire Life & Safety sign off on it, they can build to zero lot line so no variance was needed. **McGann** asked about the completed grant application for the Native Village of Eyak Sidewalk Grant. **Samantha Greenwood** said that she helped complete the Transportation Grant through the Highway Department. There would be stairs coming up from the High School, to the Copper River Highway sidewalk, meeting up with the Railroad Avenue sidewalk and continuing that to stairs that would be installed at the Baja Taco boat maintenance area. It would probably involve some road alignment. **Reggiani** wanted to confirm it was a grant application and if it does get awarded some more information would come forward to the Planning Commission. **Samantha Greenwood** confirmed it still has engineering work that needs to be completed.

### 9. New Business

#### a. Camtu Site Plan Review

**M/Srb S/Baenen** moved that the Planning Commission recommend to City Council to approve the Site Plan Camtu's Service Center for the construction of an enclosed building addition of 25 x 60 feet and a covered back loading dock that is 25 x 30 feet on Lot 7 Block 2 South Fill Development Park.

**Srb** said it looked like a good addition to him and that nothing stood out as a problem.

**McGann** said he supported approving this site plan and that it's great that an established business can expand, especially within their own lot which means that the City doesn't have to sell more land to accomplish the same thing. **Pegau** questioned the 150 pound snow load and stated that the section of code 18.39 applied to this building, not 18.33, as written. He said that the restrictions that needed to be met in that section are that no more than 50% of the front lot can be used for parking and there can't be more than 2000 feet applied for fish processing and he wanted to know what portion of the building will be dedicated to that. The third thing **Pegau** brought up was the drainage plan in the proposed driveway, which would make the snow dump inaccessible. He also brought up that the profile view was not in the packet so he was unsure how they are matching the plans to the existing building.

**Samantha Greenwood** confirmed that 150 pounds is the correct snow load, 2000 square feet is their plan for fish processing. She passed out the side profile which was not included in the packet by mistake. She said she couldn't address the 50% for parking since she is not sure how realistic that is and that the Commission needs to discuss it. The drainage plan is shown on the drawing and the 20 foot access easement, to her understanding, provides adequate access to the snow dump. **Baenen** stated that if you look at other businesses in the South Fill Area such as NAPA, AC, Redden Net and Plumblin all their front lots are parking and he doesn't see a problem with it. He also questioned the easement and access to the property if their plans were to fall through on their new lot (adjacent to their existing lot).

**Samantha Greenwood** addressed this concern by stating that the 20 foot easement (10 feet on each side of the lot line) would be a recorded easement that would follow the lots until it was superseded. **McGann** also brought up **Paul Trumblee's** email which states that fire code requires a 20 feet access and **Samantha Greenwood** confirmed that the City doesn't require that since there are only 5 foot setbacks on the South Fill but that it is a bonus that it meets fire code as well to access the back of both properties.

Upon voice vote, motion passed, 4-1

Yea: Reggiani, McGann, Srb, Baenen  
Nay: Pegau  
Absent: Bailer, Greenwood

Please note: After this discussion, Commissioner **Baenen** had to leave to return to work. **Reggiani** confirmed there was still a quorum so the meeting continued.

10. **Old Business**

a. Preliminary Plat of Whitshed Road-5.1 Mile SLUP Lot Subdivision

**M/Srb S/McGann** moved to approve the Preliminary Plat request for Eyak Corporation, Whitshed Road-Mile 5 SLUP Lot Subdivision: A Subdivision of Eyak Corporation Lands within USS 5103, located in Sec. 1, T. 16 S., R. 4 W., C.R.M., Alaska.

**Srb** and **McGann** said they supported the motion.

Upon voice vote, motion passed, 4-0

Yea: Reggiani, McGann, Pegau, Srb

Nay: None

Absent: Bailer, Greenwood, Baenen

b. Capital Improvement Projects for 2014

**M/McGann S/Srb** moved to approve resolution 13-10 a resolution of the City of Cordova's Planning and Zoning Commission recommending a capital improvement list for FY 2014 to the City of Cordova's City Council.

**McGann** said the Harbormaster is asking for a 60 foot extension into the Harbor maximum and we listed 75 feet. He also requested we omit the Sawmill Trail Extension since he doesn't feel there is consensus in the community after the South Fill meetings and #5 (LT2 Compliance) should be deleted as well since that if fully funded. **Samantha Greenwood** asked **Moe Zamarron** to speak about the Public Works ones since he has more information. She also clarified that **Tony Schinella** didn't want to go 75 feet and would prefer sheet pile as opposed to fill since that allows for boat access. The Commission agreed that they would change 75' of fill to 60' of fill. **Moe Zamarron** said he appreciated having his projects for his public works divisions on the CIP List. He spoke about all the public works projects on the list. He also explained that there is a possibility of the canneries not needing LT2 Compliance water for processing and supply. **Srb** asked if **Moe** planned on bringing extra pipeline infrastructure or re-dedicating. **Moe** stated he would be doing both. **Srb** had a couple questions for clarification on the CIP List since he was absent from the previous meeting: #6 based on the change from the Harbormaster, he wondered if that changed the dollar figure (for the North Fill parking extension). **Samantha Greenwood** stated that most of the cost is in the sheet pile, not the fill. **Srb** asked about the survey of city roads and property. **Samantha Greenwood** stated that was **Pegau's** idea which would help us identify the right of ways or City properties. **Pegau** said the idea was to start surveying roads so we don't have to question where private property is compared to City streets. It would be a continuous item until we get everything surveyed. **Srb** asked about establishing high water bench marks. **Samantha Greenwood** stated it would help people know where the established high water bench marks are so they could build above it since we are still waiting on updated FEMA maps. **Srb** also asked if the vacation of Adam's right of way item was for the complete right of way or partial. **Samantha Greenwood** stated it was for partial vacation. It also includes costs for surveying, water and sewer mains to be run on streets that need them and if the City wants to do any prep work. **Reggiani** stated that we need better description for the location on the resolution and also re-titling of #2 the paving: street repair and improvements/paving. The Commission also prioritized the items on the resolution and removed #12 the Sawmill Extension.

Upon voice vote, original motion passed, 4-0

Yea: Reggiani, McGann, Pegau, Srb  
Nay: None  
Absent: Bailer, Greenwood, Baenen

c. South Fill Report

**M/Srb S/Pegau** moved to accept "A Summary of 3 Community Meetings for the South Fill Commercial Area" as a planning document and recommend this planning document to City Council.

**Reggiani** wanted to know what the motion meant. **Samantha Greenwood** stated that is what her question was. She was looking for some way to forward this report to City Council for their review. **McGann** said he thinks it is a good reflection of what happened at the meetings. He doesn't feel it is a planning document since they are just overviews.

**M/McGann S/Reggiani** moved to accept and forward "A Summary of 3 Community Meetings for the South Fill Commercial Area" to the City Council.

Upon voice vote, amended motion passed, 4-0  
Yea: Reggiani, McGann, Pegau, Srb  
Nay: None  
Absent: Bailer, Greenwood, Baenen

Upon voice vote, original motion passed, 4-0  
Yea: Reggiani, McGann, Pegau, Srb  
Nay: None  
Absent: Bailer, Greenwood, Baenen

11. **Pending Calendar**
  - a. October 2013 Calendar
  - b. November 2013 Calendar

**Samantha Greenwood** asked about the number of meetings each month since some months have a lot of items. After a discussion, the commission decided that if there were more items on the agenda then they could handle in one meeting, they would recess and call a special meeting instead of scheduling two meetings each month.

12. **Audience Participation**

**Sheryl Blake**, 6.5 mile, said that in order to sell property at 6.5 mile, they need at least an acre of land because of septic requirements. She also said that any flooding out there causes anything existing out there floods into the water and creates health hazards. She would really like to see City water and sewer out to 6.5 mile.
13. **Commission Comments**

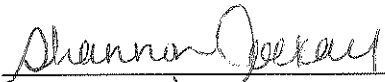
**Pegau** wanted to make sure that site plan reviews had a reasonable drainage plan. **Srb** said it was a good meeting. He also would like to see if there was another water source to expand to 6.5 mile. He also said this was his second to last meeting and he said he appreciates everyone on the commission and the staff as it has been a very enjoyable time. **Reggiani** asked about code revision and he would like an update. **Samantha Greenwood** said she has spent her \$25,000 that City Council gave for code projects. Chapter 19 which the commission reviewed is still at the State Flood Plain Coordinator's office. Chapter 16 is still on hold until we get a building inspector; although, when the fee schedule comes up she is changing it so it doesn't include the increased fees since we still don't have a building inspector. Chapter 16 will have to be revisited since we are now 2009 IBC (International

Building Code). She has been working on subdivisions, chapter 17, without lawyer input. The codes would probably be best in a work session. Chapter 18 would be best completed after the Comprehensive Plan, per the lawyer. Then code would be built according to the Comprehensive Plan. It would also need a huge amount of public input and the zoning map would have to go through the process as well. Chapter 3 would also be a good code to review since it is the Planning and Zoning Commission duties and responsibilities. **Reggiani** suggested that the codes be on the next agendas to get a good start on the revision prior to the New Year.

**14. Adjournment**

**M/McGann S/Srb** moved to adjourn the Regular Meeting at 7:59 PM; with no objection, the meeting was adjourned.

Approved: *November 12<sup>th</sup> 2013*

  
Shannon Joekay, Assistant Planner