PLANNING COMMISSION REGULAR MEETING
NOVEMBER 12, 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
Present for roll call were Chairman Tom Bailer and Commissioners David Reggiani, Tom McGann, Scott Pegau, John Baenen, Roy Srb and John Greenwood.

Also present were Planner, Samantha Greenwood and Assistant Planner, Shannon Joekay.

There were 6 people in the audience.

3. Approval of Agenda
M/Reggiani S/McGann to approve the Regular Agenda.
Upon voice vote, motion passed, 7-0
Yea: Bailer, Reggiani, McGann, Pegau, Baenen, Srb and Greenwood
Nay: None
Absent: None

4. Approval of Consent Calendar
a. Minutes of 10-8-13 Planning Commission Public Hearing
b. Minutes of 10-8-13 Planning Commission Regular Meeting
c. Record excused absences of Tom Bailer and John Greenwood for October 8, 2013 Regular Meeting
M/Reggiani S/Greenwood to approve the Consent Calendar
Srb stated that he wasn’t absent for the public hearing of 10-8-13, just a little late for roll call. Shannon said she would fix them prior to publishing.
Upon voice vote, motion passed, 7-0
Yea: Bailer, Reggiani, McGann, Pegau, Baenen, Srb and Greenwood
Nay: None
Absent: None

5. Disclosure of Conflict of Interest
None

6. Correspondence
None

7. Communication by and Petitions from Visitors
1. Guest Speakers
Kate Morse, Copper River Watershed, presented an update of the Bioswale at the Hospital and also gave an update of the native plant garden around Odlak Pond.
2. Audience comments regarding items in the agenda
None
3. Chairpersons and Representatives of Boards and Commissions
None
8. Planners Report
Randy Robertson, City Manager, presented Ray Srb with a City of Cordova, challenge coin for his service on the Planning Commission. Samantha told everyone that Agnew-Beck was hoping to postpone the Comprehensive Plan training due to receiving an award that will be presented to them at the planning conference in Anchorage. The commission agreed that December 3rd would be the best date to reschedule. Samantha also asked for some time to speak before Commissioner’s comments at the end of the meeting and let the commissioners know that the conference call in numbers have changed, she will not be at the December meeting, Mr. Bailier was the only one who put in so far for one of the two open commission seats but the City will continue to hold the other open until filled. Samantha said that she and Shannon spoke with Steve with Alaska Safe Routes to School about the Sawmill Avenue extension. He said that it would not qualify under the grant because it does not get kids from home to school. They did speak; however, about all the feeder streets to Lake Avenue and the possibility of looking into another sidewalk on Lake Avenue so the kids didn’t have to cross the street. McGann asked about efforts to clean up the side of New England Cannery Road. Samantha said she is still researching it but has been told that there is some private property on that side of the road. Bailier asked about for sale by owner cars and if the Chief was looking into them being parked on his property and in City right of way. Samantha explained that it is illegal to be parked longer than 24 hours in a right of way. Bailier also asked about the building permit for the Kennedy’s and if it covered the apartment being built in the hanger. Samantha said that there hasn’t been a building permit issued but she spoke with them about getting one in place.

9. New Business
a. Preliminary Plat of Mile 3.8 Whitshed SLUP Lot Subdivision
M/Srb S/Reggiani moved that the Planning Commission approve the Preliminary Plat for Eyak Corporation, Whitshed Road-Mile 3.8 SLUP Lot Subdivision: A Subdivision of Eyak Corporation Lands within USS 5103.

Pegau asked if there was a history of erosion on the bluff that the commission should be concerned about since it was a narrow lot and what the setbacks were from a marine system for a septic system. Bailier said that they were just forming a lot and not applying for a building permit. Pegau asked if the commission would review the building permit. Samantha said that the staff would, not the commission but approved septic plans are necessary. Pegau asked if there was erosion on that lot. Bailier said that they tried to build on a similar lot and couldn’t and would have to pay attention to that.

Upon voice vote, motion passed, 7-0
Yea: Bailier, Reggiani, McGann, Pegau, Baenen, Srb and Greenwood
Nay: None
Absent: None

b. Plat Note modification for Lot 2, Block 7 North Fill Development Park
M/McGann S/Greenwood moved that the Planning Commission recommend to city council to remove Lot 2, Block 7 North Fill Development Park from the plat note that is recorded on plat 86-6 North Fill Development Park.

McGann thought that since the other businesses in the area had their lots removed from the plat note, it should be removed from this one as well. Greenwood said he wasn’t against removing the plat note but would rather see a designated approach to those lots in case the City needed the right of way for snow storage. Srb asked if there were findings as to why this was in place to begin with. Samantha said she couldn’t find anything and looked into archives and asked Paul Kelly, but doesn’t know why it was ever put on there. Bailier liked
the thought of a dedicated access in case the City did need to use the right of way. *Reggiani* wanted to make sure the current lease holder needed access to it and not a potential purchaser. *Ric Schultz* confirmed that they, as the current lease holder, needed access since the traffic flow on Jim Poor Avenue makes him block cannyery traffic whereas Railroad Avenue gives them space to access the lot. *Reggiani* stated that as the lessee, he does have standing for this request. *Pegau* wanted to know the difference between permitting access and guaranteeing access. *Samantha* said that if it is removed from the plat, they have the right to access from that side. The City would not be permitting access; it’s just removing a plat note which is denying access. She said that it is still a right of way and we’re not obligated to plow out access to anyone’s lot. *Baenen* said he doesn’t feel it would be a traditional snow dump but would be like any other road in Cordova; when plowing, some snow may be pushed toward that side of the road and it is the land owner’s or lessee’s responsibility to clear their access.

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

**Yea:** Bailar, Reggiani, McGann, Pegau, Baenen, Srb and Greenwood  
**Nay:** None  
**Absent:** None

c. Chapter 3.40 Discussion

*Samantha* asked the commissioners their thoughts on a commission of 5 members vs. 7 members. *Reggiani* said that more was better because of diverse surroundings and different points of view, as well as different backgrounds. *McGann* agreed. *Greenwood* said he was fine either way. *Pegau* favored a larger group since the commission would be made up of a more diverse mix of expertise and because you are more likely to have a quorum. *Baenen* agreed to have more people on the Commission and just to give it (the vacancy) more time to be filled. *Bailer* said more is better since you are really impacting people’s lives with some of the agenda items. *Reggiani* brought up the ex officio members of the Commission. *Samantha* said the Public Works Director, per code, is the City building inspector and therefore an ex officio member. *Reggiani* said that previous city managers have been active at the meetings. He said he would hope that *Randy Robertson* would come to the meetings once he got situated. It is nice to have that point of view. *Samantha* said she thought that when and if the City got the building inspector in place, they would be coming to these meetings. *Pegau* said there is probably a little more work in the future if the commission decides to get caught up on the duties listed. *Samantha* said some of the duties also need better definitions. She also asked what the commission thought about absences. They all agreed that what was written should stay and *Samantha* also said that all absences are now noted in the Consent Calendar and can be searched if there is a problem. She was also going to change “noticing the commission chair, to noticing the planner” if a commissioner was going to be absent. The commission agreed. *McGann* said that “Master Plan” should be changed to “Comprehensive Plan” throughout. *Samantha* said that she will work on definitions throughout the chapter and make corrections that were brought up to present another copy at the December meeting. The Commission spoke about defining who could call a meeting or request an agenda item. *Reggiani* suggested they follow Council’s practice regarding agenda items. *Samantha* will add that practice to this code and will have definitions ready for the December meeting. December’s meeting will be discussion only and then they can look at sending it to the lawyers in January.

10. **Old Business**  
None

11. **Pending Calendar**

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a. November 2013 Calendar  
b. December 2013 Calendar

_Samantha_ said that December 3rd is the Comprehensive Plan training. She will be out of the office from December 9-23rd. _Shannon_ said that 3.40 discussion will be on December's meeting.

12. **Audience Participation**  
None

13. **Commission Comments**  
_Bailer_ asked for Planner's comments. _Samantha_ and _Shannon_ thanked the commissioners by giving them “funny money” for the holidays. _Samantha_ and _Shannon_ also presented _Roy Srb_ with a certificate of appreciation and thanked him for serving on the Planning Commission. _McGann, Pegau, Greenwood, Baenen_ and _Reggiani_ all thanked _Roy Srb_ for serving on the Planning Commission. _Greenwood_ also said he will be in Mexico for the December meeting. _Srb_ said it has been a labor of love to serve the community and he recommends serving on the commission. _Bailer_ said he will miss _Srb’s_ input.

14. **Adjournment**  
_M/Reggiani S/Greenwood_ moved to adjourn the Regular Meeting at 8:43 PM; with no objection, the meeting was adjourned.

Approved: December 10, 2013

_Shaun Joekay, Assistant Planner_