

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 Odiak 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 **Roy 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 3<sup>rd</sup> 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. Bailer** 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. **Bailer** 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. **Bailer** 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. **Bailer** 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. **Bailer** 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: Bailer, 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. **Bailer** 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 cannery 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: Bailer, 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 therefor 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**

- a. November 2013 Calendar
- b. December 2013 Calendar

**Samantha** said that December 3<sup>rd</sup> is the Comprehensive Plan training. She will be out of the office from December 9-23<sup>rd</sup>. **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

  
Shannon Joekay, Assistant Planner