

**CITY OF CORDOVA, ALASKA
ORDINANCE 1181**

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA, AMENDING
CORDOVA MUNICIPAL CODE CHAPTER 18.90 AS RECOMMENDED BY THE ALASKA
OFFICE OF HISTORY AND ARCHAEOLOGY, THE HISTORIC PRESERVATION
COMMISSION, AND THE PLANNING COMMISSION**

WHEREAS, the Historic Preservation Commission has determined that Cordova Municipal Code Chapter 18.90 entitled Cordova Historical District and Historic Preservation Commission needed to be amended; and

WHEREAS, Chapter 18.90 was last reviewed and amended in 1995; and

WHEREAS, the Alaska Office of History and Archaeology recommended the amendments to the Historic Preservation Commission; and

WHEREAS, the Historic Preservation Commission has recommended the amendments to the Planning Commission via Cordova Historic Preservation Commission Resolution 18-01; and

WHEREAS, the Planning Commission has recommended the amendments to the City Council via Planning Commission Resolution 18-08; and

WHEREAS, the City Council finds that it is in the City's best interest to amend the chapter.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Cordova, Alaska that:

Section 1. Cordova Municipal Code Chapter 18.90 is hereby amended to read as follows:

**Chapter 18.90 - CORDOVA HISTORICAL DISTRICT AND HISTORIC PRESERVATION
COMMISSION**

18.90.010 - Cordova ~~historical~~ **historic** preservation commission established.

- A. There is created a historic preservation commission. The commission shall have seven members which shall consist of one currently sitting member of the Cordova planning ~~and zoning~~ commission, one current member of the Cordova historical society, one member selected by the native village of Eyak and four public members appointed by the mayor and confirmed by the city council. One of the public members shall be a Cordova resident with a demonstrated interest or knowledge of historic preservation. The final three members shall be professionals, as defined by the National Park Service Regulations, from the disciplines of history, architecture or architectural history, and archaeology.
- B. Ex Officio Members. The mayor and the city manager shall be ex officio members of the commission and shall have the privilege of the floor, but no right to vote.
- C. Terms of Office. Members of the commission shall be appointed for three-year terms, provided however, that in the first instance ~~one~~ **two** members shall be appointed for one year, two members appointed for two years and ~~two~~ **three** members appointed for three years.
- D. Filling of Vacancies. Appointments to fill vacancies shall be for the unexpired term of the vacated position.

18.90.020 - Cordova ~~historical~~ **historic** preservation commission-Officers.

- A. The commission shall annually organize and elect a chair, vice-chair, and secretary at the first meeting **of a new fiscal year.** ~~following appointment of new commissioners, but in any event no later than July 31st of each year~~

- B. The chair shall preside over the meetings of the commission and shall exercise all powers usually incident to the office and shall be a voting member with full right to have his vote recorded in all deliberations of the commission.
- C. The vice-chair shall assume the duties of the chair in his absence. In case of the absence of both the chair and the vice-chair, the members present may elect a temporary chair for the meeting who shall, during such meeting, have full powers of the chair.
- D. The secretary shall be responsible for taking and typing minutes of all meetings of the commission, and for providing the minutes to the city clerk for distribution and recordkeeping.

18.90.030 - Cordova ~~historical~~ **historic** preservation commission-Meetings.

- A. The commission shall meet regularly at a time and place set by the commission. The commission will meet twice a year at a minimum. The commission shall conduct business in accordance with the Open Meeting Laws of Alaska. This includes adequate public notice of all meetings including the meeting time, place and agenda items. Notice of postponement of any regular meeting must be given to each member and to the public at least twenty-four hours in advance.
- B. Special meetings may be called by the chair and at such times as the commission may determine necessary provided that at least twenty-four hours' notice of a special meeting is given to each member at his established residence or business, and to the public.
- C. The commission shall keep minutes of its proceedings showing the vote on each issue and the number absent or failing to vote. The commission shall keep records of its official actions, all of which shall be filed in the office of the city clerk and shall be kept as a public record.
- D. A majority of the membership of the commission shall constitute a quorum for the transaction of business. A public hearing may be opened and comments received without a quorum of the commission present, provided that no action may be taken on any issue until minutes have been received by absent commission members. Action can then be taken at the next meeting. Action can be taken after the public hearing if a quorum is assembled and all members present are informed of the substance of public testimony.
- E. The commission shall conduct business using the latest edition of Robert's Rules of Order. All main motions shall be made in the affirmative.
- F. Any member who has a substantial personal interest or financial interest of any kind in any questions being voted upon shall identify his interest and declare a possible conflict of interest. He shall not be excused from voting thereon except with the concurrence of the majority of the members present.
- G. Any member of the commission anticipating an absence from commission meetings shall so advise the commission. A member who misses three consecutive regular meetings without prior excuse shall automatically be recommended for replacement to the mayor.
- H. All recommendations by the commission to the planning commission or to the city council shall be made by resolution. Resolutions shall be numbered consecutively within each year according to the sequence of approval and shall be signed by the chair and secretary.
- I. Rules and procedures of the commission may be amended at any regular or special meeting by a majority vote of the membership of the commission.

18.90.040 - Cordova ~~historical~~ **historic** preservation commission-Powers and duties designated.

- ~~A. Survey and Inventory of Community Historic Resources. The commission shall conduct or cause to be conducted a survey of the historic, architectural, and archaeological resources within the community. The survey shall be compatible with the Alaska Heritage Resources Survey and able to be readily integrated into statewide comprehensive historic preservation planning and other planning processes. Survey and inventory documents shall be maintained and released on a need-to-know basis to protect sensitive site locations from possible vandalism. (Section 3.(a-c) CLG regulations). The survey shall be updated at least every ten years.~~

A. Develop a local historic preservation plan providing for identification, protection, and interpretation of Cordova's significant cultural resources. This plan is to be compatible with the Alaska historic preservation plan.

B.

B. Review and make recommendations about local projects that might affect properties identified in the historic preservation plan.

C.

C. Review Proposed Nominations to the National Register of Historic Places. The commission shall review and comment to the State Historic Preservation Officer on all proposed National Register nominations for properties within the boundaries of the community. When the commission considers a National Register nomination which is normally evaluated by professionals in a commission, the commission will seek expertise in this area before rendering its decision.

C.

D. Provide Advice and Information. The commission shall act in an advisory role to the Cordova planning and zoning commission who will make recommendations to the Cordova city council. It shall also advise and assist other city officials and departments and the public regarding the identification, protection, and enhancement of local historic and archaeological resources. The commission shall work toward continuing education of citizens regarding historic preservation. It shall assist property owners in any way necessary including help with getting their property on the National Register and in identifying funding sources for specific projects.

D.

E. The commission shall support the enforcement of the Alaska Historic Preservation Act (AS 41.35).

E.

F. The commission shall support the enforcement of any local preservation laws that may be passed.

F.

G. The commission ~~may~~ **shall** draft or make recommendations on local preservation ordinances, a preservation plan, or an overall development plan with a preservation or "building style" theme and make recommendations to the planning and zoning commission who, in turn, will make recommendations to the city council.

~~18.90.050 Continuation.~~

~~The city council, annually at the first meeting in November, by an affirmative vote, may continue the existence of the commission. In the absence of an affirmative vote by council, the commission will cease to exist within thirty days.~~

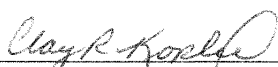
Section 2. This ordinance shall be effective thirty (30) days after its passage and publication. This ordinance shall be enacted in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska, and published within ten (10) days after its passage.

1st reading: December 4, 2019

2nd reading and public hearing: December 18, 2019

PASSED AND APPROVED THIS 19th DAY OF DECEMBER 2019




Clay R. Koplin, Mayor

ATTEST:


Susan Bourgeois, CMC, City Clerk