

**PLANNING COMMISSION REGULAR MEETING  
MARCH 9, 2021 AT 6:45 PM  
ELECTRONIC  
MINUTES**

**1. CALL TO ORDER**

Chair *Nancy Bird* called the Planning Commission Regular Meeting to order at 6:45 PM on March 9, 2021 held electronically and open to the public.

**2. ROLL CALL**

Present for roll call were Chair *Nancy Bird* and Commissioners *Tom McGann, Chris Bolin, Trae Lohse, Mark Hall*, and *Sarah Trumblee*. *John Baenen* was absent.

Also present was City Planner *Leif Stavig*.

Five members of the public were in attendance.

**3. APPROVAL OF AGENDA**

M/McGann S/Hall to approve the agenda.

Upon voice vote, motion passed 6-0.

Yea: *Bird, McGann, Bolin, Lohse, Hall, Trumblee*

Absent: *Baenen*

**4. APPROVAL OF CONSENT CALENDAR**

**a. Minutes of February 18, 2021 Regular Meeting**

M/McGann S/Hall to approve the consent calendar.

Upon voice vote, motion passed 6-0.

Yea: *Bird, McGann, Bolin, Lohse, Hall, Trumblee*

Absent: *Baenen*

**5. DISCLOSURES OF CONFLICTS OF INTEREST AND EX PARTE COMMUNICATIONS**

*Lohse* said that he was developing a lot at the end of Gandill Drive near the Pettingill Subdivision. He doesn't see it as a conflict, but wanted to disclose it. *Bird* said that his property was beyond the 300 feet where notification of the subdivision was sent.

**6. CORRESPONDENCE**

*Bird* said there were two letters: from the *Songers* and *Wolfgang Hagmuller*.

**7. COMMUNICATIONS BY AND PETITIONS FROM VISITORS**

**a. Guest Speakers**

**b. Audience comments regarding agenda items**

## 8. PLANNER'S REPORT

*Stavig* said there was one proposal to the RFP. The Planning Conference went well. Planning Commissioner's training will have a recording available at some point, and the second part will be at some point in the future. He thanked the commission for being good and efficient at dealing with things that come up and they are a diverse group that is a great representation of the community.

## 9. NEW/MISCELLANEOUS BUSINESS

### a. Final Plat Approval for Cannery Row Addition 1

M/McGann S/Bolin to recommend to City Council to approve the final plat request for Cannery Row Addition 1.

*McGann* said there were many large parcels in town with multiple buildings. If an applicant is willing to go through the motions to clean it up, he is all for it. *Hall* had several minor corrections to be made before plat gets printed and signed:

- Should have "Error of Closure" note.
- Monument symbols should be cleaned up.
- Update Legend.
- Two bearing & distance adjustments.
- Notary block for each owner.
- Revise "Cordova City" to "City of Cordova."

*Hall* noted that he had no issues with the plat itself, he thought it was a great plat. *Stavig* said that in terms of process, the commission is making a recommendation to approve; City Council will ultimately approve the plat with a resolution which allows for minor corrections or adjustments. All of the changes noted by *Hall* will be made.

Upon voice vote, motion passed 5-0.

Yea: Bird, McGann, Bolin, Hall, Trumblee

Absent: Baenen, Lohse

### b. Final Plat Approval for Scott Subdivision

M/Hall S/Trumblee to recommend to City Council to approve the final plat request for Scott Subdivision.

*Hall* had several minor corrections to be made before plat gets printed and signed:

- Monument symbols should be cleaned up.
- Update Legend.
- Add Terminal Access Road is Plat 2005-6 CRD.
- Verify if utility easement is part of access easement or separate.
- Add PO Box number to owner info.
- Add two lines in title block.
- Revise "Cordova City" to "City of Cordova."

*Hall* said there was an issue with a deeded parcel in the northeast corner of the property that is not shown on the plat. He said it should be changed before it goes to City Council. *Stavig* said he has

spoken to the surveyor about this, and the surveyor was waiting for the Certificate to Plat, but he is comfortable telling the surveyor to make that change now.

M/McGann S/Hall to amend the motion by adding a condition that the parcel in the northeast corner of the property be added to the plat.

Upon voice vote, amendment passed 6-0.

Yea: Bird, McGann, Bolin, Lohse, Hall, Trumblee

Absent: Baenen

Upon voice vote, main motion passed 6-0.

Yea: Bird, McGann, Bolin, Lohse, Hall, Trumblee

Absent: Baenen

**c. Final Plat Approval for Pettingill Subdivision**

M/McGann S/Hall to recommend to City Council to approve the final plat request for Pettingill Subdivision.

**McGann** said there were two correspondences he hasn't had the chance to digest. He is not familiar with this area and wanted to do a site visit as they have done it in the past. **Hall** said that the plat meets City Code. Since there are not any dedications of city right of ways, the city doesn't have the ability to control construction of roads in the subdivision. The private property owner would have to obtain all of the required permits. The original subdivision happened when the area was outside city boundaries.

**Hall** had several minor corrections to be made before plat gets printed and signed:

- Verify what monuments were recovered (none shown). Also verify what monuments are/will be set.
- Update Legend.
- Verify that a rebar with a 2" cap is a "Primary" monument. Change "Typical Primary Monument" to "Typical Monument Set"
- Add existing adjoining easement information. See Plat 80-1.
- Add PO Box number to owner info.
- Add two lines in title block.
- Revise "Cordova City" to "City of Cordova."

**Hall** said that this area was in the Unrestricted District, so there is little the city can require. **Bird** said that it sounds like everyone is in agreement for a site visit. Perhaps they can look at options that allow the property owner to develop that doesn't hurt other private property and is sensitive to the environment.

**Stavig** said that he did want to keep the approval moving forward, as someone did submit an application and the commission needed to deal with the matter timely to get it to the City Council. **Stavig** said a site visit would be more of an observational time versus a discussion on site, due to open meetings requirements.

M/McGann S/Bolin to refer the item back to staff.

Yea: Bird, McGann, Bolin, Lohse, Hall, Trumblee

Absent: Baenen

**d. Letter of Interest from USDA Forest Service for the “Forest Service Dock and Marine Warehouse”**

M/Hall S/Bolin to recommend to City Council to dispose of a 1,120 square foot portion of tidelands on Lot 3, Block 7a, Tidewater Development Park over which there are improvements commonly referred to as the “Forest Service Dock and Marine Warehouse” as outlined in Cordova Municipal Code 5.22.060 B by negotiating an agreement with the Forest Service to lease or purchase the property.

*Hall* said they almost approved it before. The Harbor Commission put their concerns in a resolution that will move forward. The Forest Service submitted a letter of interest, and they only have five options: the four listed in code, or to deny disposing of it. Due to the improvements on the property, the only reasonable thing to do is direct negotiation. The City Manager knows what is going on since she was at the Harbor Commission meeting, and there are legal issues that haven’t been dealt with yet.

*McGann* said this was the only way forward. He appreciates Shoreside’s efforts, but thinks they are a ways out from that. The Forest Service has said they are willing to be flexible and pay fair market value. *Trumblee* said that she thought there was a way forward with all three: city, Forest Service, and Shoreside. *Lohse* said the Harbor Commission resolution was clear and it was interesting that this lease has been brought up several times in the past.

Upon voice vote, motion passed 6-0.

Yea: *Bird, McGann, Bolin, Lohse, Hall, Trumblee*

Absent: *Baenen*

**e. Resolution 21-01 – 2021 Land Disposal Maps**

**A resolution of the Planning Commission of the City of Cordova, Alaska recommending the City Council of the City of Cordova, Alaska adopt the 2021 Land Disposal Maps**

M/Hall S/Bolin to approve Resolution 21-01.

*Hall* said the Harbor Commission shifted the ‘Available’ portion to the east in the shipyard. *McGann* said there would have to be a Site Plan Review for that area where they could provide additional comments.

Upon voice vote, resolution passed 6-0.

Yea: *Bird, McGann, Bolin, Lohse, Hall, Trumblee*

Absent: *Baenen*

**f. Letter of Interest from Dutch Marine Industries, LLC for a Portion of Tract 1A of the Ocean Dock Subdivision #2**

M/Bolin S/McGann to recommend to City Council to dispose of a portion of Tract 1A, Ocean Dock Subdivision #2 as outlined in Cordova Municipal Code 5.22.060 B by negotiating an agreement with Dutch Marine Industries, LLC to lease or purchase the property.

**Bolin** said that it was good for the town. Part of the Comprehensive Plan was about industry like this which supports the fleet. The Harbor Commission was on board with this as well. **McGann** said they will have a chance to look at it with the Site Plan Review; they don't want another disaster like there was in the past. **Lohse** thought it was a great use of the area and had the same concerns. **Hall** thought it was a great use of the area. **Trumblee** was in support; her only concern was whether it could structurally withstand the weather in the area.

Upon voice vote, motion passed 6-0.

Yea: **Bird, McGann, Bolin, Lohse, Hall, Trumblee**

Absent: **Baenen**

## 10. PENDING CALENDAR

**Stavig** said he would schedule a Special Meeting, and there would definitely be a Regular Meeting next month.

## 11. AUDIENCE PARTICIPATION

**Mark Frohnapfel** said he was looking forward with working with the city to find a place in the harbor.

**Steve Namitz** thanked the commission. The Forest Service has been in the community since 1907 and has collaborated with the city on many projects and looks forward to doing so in the future.

**Kasandra**, with DMI, thanked the commission.

**Greg Meyer** thanked the commission.

## 12. COMMISSION COMMENTS

**Bolin** thanked the commissioners for their time and the public for involvement.

**Trumblee** thanked **Stavig** for putting everything together and appreciated **Hall's** comments about the plats; that helps her learn.

**Hall** said that the subdivisions show some of the weaknesses in the current City Code.

## 13. ADJOURNMENT

M/McGann S/Hall to adjourn the Regular Meeting at 7:52 PM.

With no objection, the meeting was adjourned.

Approved:

  
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Nancy Bird, Chair

  
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Leif Stavig, City Planner