

Chair

Nancy Bird

Vice Chair

Mark Hall

Commissioners

Tom McGann

John Baenen

Chris Bolin

Trae Lohse

Sarah Trumblee

City Planner

vacant

**PLANNING COMMISSION REGULAR MEETING
MAY 11, 2021 AT 6:30 PM
CORDOVA CENTER COMMUNITY ROOMS A & B**

AGENDA

1. CALL TO ORDER

2. ROLL CALL

Chair Nancy Bird, Commissioners Tom McGann, John Baenen, Chris Bolin, Trae Lohse, Mark Hall, and Sarah Trumblee

3. APPROVAL OF AGENDA

4. APPROVAL OF CONSENT CALENDAR

- a. Record excused absence for Chris Bolin from the April 13, 2021 Regular Meeting
- b. Minutes of April 13, 2021 Public Hearing.....Page 1
- c. Minutes of April 13, 2021 Regular Meeting.....Page 2

5. DISCLOSURES OF CONFLICTS OF INTEREST AND EX PARTE COMMUNICATIONS

6. CORRESPONDENCE

- a. Disposal of State land Public NoticePage 7

7. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

- a. Guest Speakers
- b. Audience comments regarding agenda items (3 minutes per speaker)

8. PLANNER'S REPORTPage 9

9. NEW/MISCELLANEOUS BUSINESS

- a. Letter of Interest from Terry and Paula Phillips for Lot 11, Block 5, Odiak Park SubdivisionPage 10
- b. Resolution 21-07 – Make a Portion of ASLS 79-258 'Available'.....Page 14
A resolution of the Planning Commission of the City of Cordova, Alaska recommending the City Council of the City of Cordova, Alaska
- c. Letter of Interest from Prince William Sound Economic Development District for a Portion of ASLS 79-258.....Page 19

10. PENDING CALENDARPage 31

- a. May 2021 Calendar.....Page 32
- b. June 2021 Calendar.....Page 33

11. AUDIENCE COMMENTS

12. COMMISSION COMMENTS

13. ADJOURNMENT

**PLANNING COMMISSION PUBLIC HEARING
APRIL 13, 2021 AT 6:30 PM
CORDOVA CENTER COMMUNITY ROOMS A & B
MINUTES**

1. CALL TO ORDER

Chair *Nancy Bird* called the Planning Commission Public Hearing to order at 6:30 PM on April 13, 2021 in Cordova Center Community Rooms A & B.

2. ROLL CALL

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

Also present was City Planner *Leif Stavig*.

Zero people from the public were in attendance.

3. PUBLIC HEARING

a. Final Plat Approval for Thorne Lake Estates

M/McGann S/Lohse to recess until 6:44 PM.

With no objection, the hearing was recessed.

The Public Hearing came back to order at 6:44 PM.

4. ADJOURNMENT

M/Hall S/Baenen to adjourn the Public Hearing at 6:45 PM.

With no objection, the meeting was adjourned.

Approved:

Nancy Bird, Chair

Samantha Greenwood, Acting City Planner

**PLANNING COMMISSION REGULAR MEETING
APRIL 13, 2021 AT 6:45 PM
CORDOVA CENTER COMMUNITY ROOMS A & B
MINUTES**

1. CALL TO ORDER

Chair *Nancy Bird* called the Planning Commission Regular Meeting to order at 6:45 PM on April 13, 2021 in Cordova Center Community Rooms A & B.

2. ROLL CALL

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

Also present was City Planner *Leif Stavig*.

Zero people from the public were in attendance.

3. APPROVAL OF AGENDA

M/McGann S/Baenen to approve the agenda.

Upon voice vote, motion passed 6-0.

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

Absent: *Bolin*

4. APPROVAL OF CONSENT CALENDAR

- a. Record excused absence for Tom McGann from the February 18, 2021 Regular Meeting
- b. Record excused absence for John Baenen from the March 9, 2021 Regular Meeting
- c. Minutes of March 9, 2021 Public Hearing
- d. Minutes of March 9, 2021 Regular Meeting
- e. Minutes of March 19, 2021 Special Meeting

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

Bird submitted a written list of corrections to the minutes. *Stavig* said he concurred with all of them except one where *Lohse* was shown as absent. *Lohse* was indeed absent for the vote as his phone service was in and out. The commission concurred with the remaining minor changes to the minutes.

Upon voice vote, motion passed 6-0.

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

Absent: *Bolin*

5. DISCLOSURES OF CONFLICTS OF INTEREST AND EX PARTE COMMUNICATIONS

6. CORRESPONDENCE

7. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

- a. Guest Speakers
- b. Audience comments regarding agenda items

8. PLANNER'S REPORT

Stavig said that he spoke to the attorney several times about the building codes and he had every intention of bringing a draft ordinance to the meeting that would then go to the City Council, but there were extenuating circumstances and it was not completed in time. The attorney said there was no reason why they couldn't adopt the building codes by referencing the State Code where it is adopted. *Stavig* said that this appears to be the best option, as they would stay up-to-date whenever the Alaska Housing Finance Corporation updated their codes.

Stavig said he has been busy updating his continuity book and trying to capture all of the various projects he has been working on. *Sam Greenwood* would be the point of contact for the Planning Department after his last day on Friday. He has really enjoyed working with the commission; he thinks this is the best the commission has ever been.

Stavig explained that there was concern from council about what a landslide assessment would do, especially if it identified hazards in an already developed area. Council referred it back to staff for more information.

9. NEW/MISCELLANEOUS BUSINESS

a. Final Plat Approval for Thorne Lake Estates

M/McGann S/Bolin to recommend to City Council to approve the final plat request for Thorne Lake Estates.

McGann said he thought it was a good idea to create more land to develop. *Hall* provided the following comments:

- Monuments – show recovered and set monuments, and any “unrecovered.”
- Update legend.
- Basis of Bearing – indicate line.
- Indicate as applicable bearings and distances, record and found
- Verify adequate building setbacks to meet zoning requirements.
- Wastewater note not necessary with city water and sewer.
- Add following notes:
 - o All development work within the Copper River Highway right-of-way requires approval from the Alaska Department of Transportation and Public Facilities.
 - o Eyak Lake has been identified by the Alaska Department of Fish and Game (ADF&G) as protected under AS 16.05.871-.901, The Anadromous Fish Act. Authorization from ADF&G is required prior to any development on affected areas.

Hall said that in the future, when they update the subdivision code, they should add a note to all plats for a utility service agreement: “A Non-Exclusive Utility Service Easement, 10-foot wide, 5-foot each side of a utility line, from a platted easement to the service connection within the parcel is hereby granted for the access, installation, maintenance, repair, or removal of service utilities as determined by the utility companies and the landowner, to provide utility service within a parcel.”

Lohse said the lots were all large enough if the setbacks were met and agreed with **Hall's** comments. **Bird** said she was a little confused by the final plat not being a final survey of the property. **Stavig** said it was an issue with the terminology used in code. Many subdivisions only have to go through a final plat approval, but you don't want everything completed before approval in case something has to change. **Hall** said what they are really doing is a sort of conditional approval.

M/Hall S/McGann to amend the motion by making the approval conditional upon the comments provided by Hall.

Upon voice vote, amendment passed 6-0.

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

Absent: **Bolin**

Upon voice vote, main motion passed 6-0.

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

Absent: **Bolin**

b. Proposal for Eastern Half of Lot 3, Block 17, Original Townsite

M/McGann S/Trumblee to recommend to City Council to approve the proposal from Craig Kuntz for the Eastern Half of Lot 3, Block 17, Original Townsite.

McGann said that they already went through this in the past, and he doesn't have anything to add.

Bird said it was interesting that they had recommended direct negotiation, but in the end, they only had the one proposal.

Upon voice vote, motion passed 6-0.

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

Absent: **Bolin**

c. Letter of Interest for Tract 8A, Group C, ASLS 73-35

M/McGann S/Lohse to recommend to City Council to dispose of Tract 8A, Group C, ASLS 73-35 as outlined in Cordova Municipal Code 5.22.060B by negotiating an agreement with the Native Conservancy to lease the property.

McGann said that this had gone out for RFP in the past and the property has been 'Available' for a long time. **Baenen** verified that the property could not be sold. **Lohse** said that he wasn't sure the proposed use met the allowable uses of the zone district. **Bird** said she thought it was debatable either way, but a case could be made that it was for the public.

Stavig said the interesting unknown is the approval through FEMA, which could be lengthy, and it would be interesting to see if they would allow anything. **Baenen** said if the Native Conservancy was able to go through the hoops and get it approved, he was willing to let them lease the area. **Trumblee** verified that they would have to work through the city, state, and federal processes to get approval.

Bird said it sounds like they aren't going to be able to get through all the hoops soon enough to start this summer. **Lohse** said that he had concerns about the city's liability when it came to enforcing

the strict requirements for the Avalanche District. **Stavig** said that the city would make sure the lease was very protective of the city's liabilities, but ultimately any lease has the potential to increase city liability.

McGann was concerned about how much staff time the FEMA approval process would take. **Stavig** said with staffing changes at the city, that process would need to be taken on primarily by the Native Conservancy. **McGann** said that Cordova needs all the produce it can get.

Upon voice vote, motion passed 6-0.

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

Absent: **Bolin**

d. Resolution 21-03 – Support for BUILD Grant

A resolution of the Planning Commission of the City of Cordova, Alaska supporting the Better Utilizing Investments to Leverage Development (BUILD) grant application to improve and upgrade the Cordova South Harbor

e. Resolution 21-04 – Support for EDA Grant

A resolution of the Planning Commission of the City of Cordova, Alaska supporting an Economic Development Administration (EDA) grant application to improve and upgrade the Cordova South Harbor

f. Resolution 21-05 – Support for PIDP Grant

A resolution of the Planning Commission of the City of Cordova, Alaska supporting the Port Infrastructure Development Program (PIDP) grant application to improve and upgrade the Cordova South Harbor

M/McGann S/Baenen to approve Resolutions 21-03, 21-04, 21-05.

McGann and **Baenen** said they supported the resolutions. **Hall** said that there was nothing for the Forest Service or the fuel dock. If it could somehow be incorporated that would be great. **Bird** said the state legislature would be making decisions on money from the federal government, so she hopes these projects are discussed. **Stavig** said that these resolutions do help out; the Cordova Center stairs project is set to begin this summer, and Second Street has a long way to go, but it is underway.

Upon voice vote, resolutions passed 6-0.

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

Absent: **Bolin**

g. Resolution 21-06 – Adopting Historic Buildings Survey Plan

A resolution of the Planning Commission of the City of Cordova, Alaska adopting a Historic Buildings Survey Plan as an attachment to the City's Comprehensive Plan

M/McGann S/Trumblee to approve Resolutions 21-06.

Bird said that the Historic Preservation Commission makes the city eligible for certain grants for historic preservation. An inventory of historic properties is supposed to be done every decade. The National Park Service helped pay for the survey plan. They hope to start tackling this project next fall. She's hoping it could eventually be online for people to see pictures and get information on

prior owners. She thought the best way of keeping the plan current was to have it attached to the Comprehensive Plan.

Upon voice vote, resolution passed 6-0.

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

Absent: **Bolin**

10. PENDING CALENDAR

Bird said the next meeting was May 11. The next Planning Commissioner's training is on April 25.

Bird said they would be sad without **Stavig** in the future.

11. AUDIENCE PARTICIPATION

12. COMMISSION COMMENTS

13. ADJOURNMENT

M/McGann S/Baenen to adjourn the Regular Meeting at 7:43 PM.

With no objection, the meeting was adjourned.

Approved:

Nancy Bird, Chair

Samantha Greenwood, Acting City Planner



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Transportation and
Public Facilities

STATEWIDE AVIATION
Northern Region Aviation Leasing

2301 Peger Road
Fairbanks, AK 99709-5399
Main: 907-451-2216
TDD: 907-451-2363
Fax: 907-458-6878
dot.alaska.gov

April 19, 2021

Re: Cordova Airport
Lease ADA-71993
Public Notice

DISTRIBUTION

Enclosed is a Public Notice regarding a leasehold interest disposal of State land.
Public Notice is required by the Alaska Constitution.

We are sending you this copy for your information only; no action is required on your part.
However, you are welcome to post this notice in the public view.

If you have any questions, please call me at (907) 451-5201.

Sincerely,


Diana M. Osborne
Airport Leasing Specialist

jks

Enclosure: Public Notice

cc: Robert Mattson, Jr., Airport Manager

Distribution:

Chugach Alaska Corp., 3800 Centerpoint Dr., Ste. 1200, Anchorage, AK 99503-5826
City of Cordova, PO Box 1210, Cordova, AK 99574
Eyak Corporation, PO Box 340, Cordova, AK 99574

"Keep Alaska Moving through service and infrastructure."

PROPOSAL TO EXTEND A STATE AIRPORT LAND LEASE: The Alaska Department of Transportation & Public Facilities proposes to extend Lease ADA-71993 (Lot 5A, Block 102), consisting of approximately 4,800 square feet, at Cordova Airport for an additional five (5) years, to expire June 13, 2026. Applicant: Charles Roesbery. Annual rent: \$897.78. Authorized uses: aeronautical - operation and maintenance of hangar to store and maintain Lessee's private aircraft only; aircraft parking and tie-down.

This is an application filed under AS 02.15.090(c), which allows the Department to grant the proposed lease term extension without competition. Written comments must be received by 4:30 p.m., May 19, 2021, after which the Department will determine whether or not to extend the lease. The Department's decision will be sent only to persons who submit written comment or objection to the Department, at the address and by the date and time specified in this notice, and include their return address. Information is available from Diana M. Osborne, Aviation Leasing, 2301 Peger Road, Fairbanks, AK 99709-5399, (907) 451-5201. Anyone needing hearing impaired accommodation may call TDD (907) 451-2363.

The Department reserves the right to correct technical defects, term, or purposes and may reject any or all comments.

BY: Margaret J. Moody
Margaret J. Moody
Chief, Northern Region Office
Statewide Aviation Leasing

DATE: 4/19/21

PLEASE LEAVE POSTED AND FULLY VISIBLE THROUGH MAY 19, 2021

Note: A person who removes, obscures or causes to be removed or obscured a notice posted in a public place before the removal date stated in this notice is subject to disqualification from receiving any lease, permit, or concession related to this notice.

Planner's Report

To: Planning Commission
From: Planning Staff
Date: 5/4/21
Re: Recent Activities and Updates

- Medium traffic from public with misc. planning questions, i.e., subdivisions, permits, maps, zoning, property purchasing, etc.
- Participated in job interviews for the planner.
- Meet with lawyer to talk about FS lease working through terms.
- Sent DMI email waiting for more information about the proposed structure.
- Thorne Plat passed City Council info has been sent to Surveyor, reviewing the final draft.
- Waiting on mylar for Cannery Row, Scott, Pettingill Subdivisions.
- Mallory mylar arrived and waiting for one more signature. The plat will be sent to University for signatures and they will send it to the recorder's office.
- Working on several different plats, some admin, some requiring approval.
- Meeting with lawyer to go over building code is moving forward with some additional edits to the chapter hoping will be ready by June meeting.
- Purchases agreement for Craig has been finalized and on May 5th city council meeting.



AGENDA ITEM # 9a

Planning Commission Meeting Date: 5/11/21

PLANNING COMMISSION COMMUNICATION FORM

FROM: Planning Staff

DATE: 5/4/21

ITEM: Letter of Interest Terry and Paula Phillips

NEXT STEP: Recommendation to City Council on Disposal and Disposal Method

☐ INFORMATION
☒ MOTION
☐ RESOLUTION

I. REQUEST OR ISSUE:

Requested Actions: Recommendation to City Council on Disposal and Disposal Method
Applicant: Terry and Paula Phillips
Legal Description: Portion of ASLS 79-258
Area: Lot 11 Block 5, Odiak Park subdivision
Zoning: Medium Density Residential
Attachments: Location Map, Letter of Interest

II. RECOMMENDED ACTION / NEXT STEP:

Staff suggests the following motion:

“I move to recommend to City Council to dispose of Lot 11 Block 5, Odiak Park subdivision as outlined in

Cordova Municipal Code 5.22.060 B by *”

Choose one of the following to insert for the asterisk:

1. Negotiating an agreement with Terry and Paula Phillips to lease or purchase the property.
2. Requesting sealed proposals to lease or purchase the property.
3. Inviting sealed bids to lease or purchase the property.
4. Offering the property for lease or purchase at public auction.

III. FISCAL IMPACTS:

The lease or purchase could generate revenue for the city.

IV. BACKGROUND INFORMATION:

Attached is a letter of interest for lot 11, Block 5 Odiak Subdivision

Currently, this lot is vacant, and no city use is occurring.

Applicable Code:

5.22.040 - Letter of interest to lease or purchase.

C. The planning commission shall review the letter of interest and recommend to the city council whether to offer the real property interest for disposal by one of the methods as described in Section 5.22.060(B).

5.22.060 - Methods of disposal.

B. In approving a disposal of an interest in city real property, the city council shall select the method by which the city manager will conduct the disposal from among the following:

- 1. Negotiate an agreement with the party who submitted a letter of interest to lease or purchase the property;*
- 2. Invite sealed bids to lease or purchase the property;*
- 3. Offer the property for lease or purchase at public auction;*
- 4. Request sealed proposals to lease or purchase the property.*

VI. LEGAL ISSUES:

N/A.

VII. SUMMARY AND ALTERNATIVES:

The commission could choose not to move forward with the recommendation.

Leif Stavig

From: Terry <terryznak@aol.com>
Sent: Friday, April 9, 2021 12:13 PM
To: Leif Stavig
Subject: Lot 11, block 5 Odiak park subdivision

Dear Leif Stavig city planner and Helen Howarth, city manager,

We, Terry and Paula Phillips would like to purchase the adjacent lot from ours on Center dr. to develop per city regulations for future building.

Thank you,

Terry and Paula Phillips
930 center dr
P.O. Box 252
Cordova, Ak 99574
Terry cell 907-429-5205
Home 907-424-5204

Sent from my iPhone

Location Map





AGENDA ITEM # 9b

Planning Commission Meeting Date: 5/11/21

PLANNING COMMISSION COMMUNICATION FORM

FROM: Planning Staff

DATE: 5/4/21

ITEM: Resolution 21-07 – approximately 4,875 square feet of the southern portion of ASLA 79-258 ‘Available’

NEXT STEP: Pass Resolution

☐ INFORMATION

☐ MOTION

☒ RESOLUTION

I. REQUEST OR ISSUE:

Requested Action: Pass Resolution

Legal Description: ASLA 79-258

Lot Area: Approximate Area = approximately 4,875 SF of the southern portion

Zoning: Waterfront Industrial District

Location Map: Location Map

Resolution 21-07

II. RECOMMENDED ACTION / NEXT STEP:

If the Planning Commission would like to make this property ‘Available’ they made do so by passing Resolution 21-07.

“I move to approve Resolution 21-07.”

III. FISCAL IMPACTS:

Fiscal impacts also include the potential revenue from the lease of the property.

IV. BACKGROUND INFORMATION:

This property is currently designated ‘Not Available’ on the 2021 Land Disposal Maps. There has been a lot of discussion over the years by the commission about how to change designations on the Land Disposal Maps. In past years, the commission tried to limit designation changes to the annual map update process; however, the current policy is that designations can change on a case-by-case basis; see the designation descriptions and update policy below.

The planning staff spoke with the Public Works Department to determine if there were any concerns with making this property available. The public works department uses this same area to store materials (gravel & fill) and would need access to those areas for both storage and retrieval of the materials. This use and access would have to be considered if the property is made available.

The 2021 Land Disposal Maps are available online:

<https://www.cityofcordova.net/wp-content/uploads/2021/03/2021-Land-Disposal-Maps.pdf>

The following is the description of the map designations and update policy from the 2021 Land Disposal Maps:

Map Designations

Available – Available to purchase, lease, or lease with an option to purchase. Any of these lots may have conditions or special criteria that must be met.

Available - Requires Subdivision – These parcels are considered ‘Available.’ These are large parcels of land which would most likely be developed as a subdivision. The disposal process for these parcels is complex and could take a significant amount of time. Many require some or all of the following: city acquiring title to the land from the state, an extensive amount of surveying, or subdivision development agreements. Many of these parcels include city improvements that would not be disposed, such as access roads, water infrastructure, trails, cemeteries, etc.

Not Available – These parcels include substandard lots, snow dumps, property with improvements/buildings on them, or other lots used or occupied by the city. The city manager will accept letters of interest from an interested party who requests the property designation be changed to ‘Available,’ however the existing city use of the property will be examined and carefully weighed against the letter of interest.

Tidelands – All requests to purchase tidelands will be reviewed by the Planning Commission as they are received. The Planning Commission will make a recommendation on disposing of the tidelands to City Council.

Leased – These are parcels currently leased to a business or government entity by the city and are not available during the lease term. There are leases that are short term and renew every two years and others are long-term leases with substantial improvements on the property. Some leased property has an option to purchase. When a lease term ends, the property immediately becomes ‘Available.’

Update Policy

Maps will be updated on an annual basis by the Planning Department staff, reviewed by the Planning Commission, and adopted by City Council. This update process begins each year with updated maps being presented to the Planning Commission in January, but the maps may be modified throughout the year on a case-by-case basis.

V. LEGAL ISSUES:

No legal review required.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

NA

VII. SUMMARY AND ALTERNATIVES:

The commission could take no action, which would result in the property remaining 'Not Available.'

**CITY OF CORDOVA, ALASKA
PLANNING COMMISSION
RESOLUTION 21-07**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CORDOVA,
ALASKA, RECOMMENDING TO THE CITY COUNCIL OF THE CITY OF CORDOVA,
ALASKA THAT AN APPROXIMATELY 4,875 SQUARE FEET OF THE SOUTHERN
PORTION OF ASLS 79-258 BE UPDATED TO ‘AVAILABLE’ AND ADDED TO THE 2021
LAND DISPOSAL MAPS**

WHEREAS, the City of Cordova’s City Manager and City Planner is directed by Cordova Municipal Code Section 5.22.040(B): *The city manager shall refer a letter of interest from a qualified interested party to the city planner. If the city planner finds that the real property is available for lease or purchase, the city planner shall schedule the letter of interest for review by the planning commission; and*

WHEREAS, the City of Cordova’s Planning Commission has determined that updating the 2021 Land Disposal Maps at this time to make the approximately 4,875 square feet of the southern portion of ASLA 79-258 ‘Available’ is important to maintain consistency with the land disposal process; and

WHEREAS, the City of Cordova’s Planning Commission has determined that this portion of the property should be designated as ‘Available’ on the 2021 Land Disposal Maps in order to consider disposal; and

WHEREAS, having updated maps will benefit the citizens of Cordova by providing maps for public review.

NOW, THEREFORE BE IT RESOLVED THAT the Planning Commission of the City of Cordova, Alaska hereby recommends to the City Council of the City of Cordova, Alaska that approximately 4,875 square feet of the southern portion of ASLS 79-258 be updated to ‘Available’ and added to the 2020 Land Disposal Maps.

PASSED AND APPROVED THIS 11TH DAY OF MAY 2021

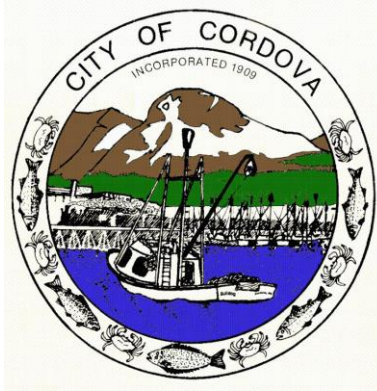
Nancy Bird, Chair

ATTEST:

Samantha Greenwood, Acting City Planner

Location Map





AGENDA ITEM # 9c

Planning Commission Meeting Date: 5/11/21

PLANNING COMMISSION COMMUNICATION FORM

FROM: Planning Staff

DATE: 5/4/21

ITEM: Letter of Interest Prince William Sound Economic District

NEXT STEP: Recommendation to City Council on Disposal and Disposal Method

☐ INFORMATION
☒ MOTION
☐ RESOLUTION

I. REQUEST OR ISSUE:

This action item is contingent on the Planning Commission passing Resolution 21-07 with the area designated as 'Available' and if this has not occurred then no action should be taken. Any action on this item is still pending City Council adoption of the 2021 Land Disposal Maps designating this area 'Available.'

Requested Actions:	Recommendation to City Council on Disposal and Disposal Method
Applicant:	Prince William Sound (PWS) Economic District
Legal Description:	Portion of ASLS 79-258
Area:	Area indicated in letter of interest 75' x 65' = 4,875 SF
Zoning:	Waterfront Industrial District
Attachments:	Location Map, Letter of Interest

II. RECOMMENDED ACTION / NEXT STEP:

Staff suggests the following motion:

“I move to recommend to City Council to dispose of a southern portion (4,874 SF) of ASLS 79-258 as outlined in Cordova Municipal Code 5.22.060 B by *”

Choose one of the following to insert for the asterisk:

1. Negotiating an agreement with the Prince William Sound Economic Development District to lease or purchase the property.
2. Requesting sealed proposals to lease or purchase the property.
3. Inviting sealed bids to lease or purchase the property.
4. Offering the property for lease or purchase at public auction.

III. FISCAL IMPACTS:

The lease could generate revenue for the city.

IV. BACKGROUND INFORMATION:

Attached is a letter of interest and site plan for a community garden proposed by the PWS Economic Development district. The area that is being requested, will be located within the southern end of ASLS 79-258 between the south side of the burn pile to the property line with the PWS Science Center.

Currently, portions of this lot are used for the burn pile, City Street’s department gravel & rock storage, and other portions have been mined for gravel in the past. If there is a new use on the property, the city and the applicant would have to work together to layout where the use would be located to incorporate existing and future uses of the property.

Applicable Code:

5.22.040 - Letter of interest to lease or purchase.

C. The planning commission shall review the letter of interest and recommend to the city council whether to offer the real property interest for disposal by one of the methods as described in Section 5.22.060(B).

5.22.060 - Methods of disposal.

B. In approving a disposal of an interest in city real property, the city council shall select the method by which the city manager will conduct the disposal from among the following:

- 1. Negotiate an agreement with the party who submitted a letter of interest to lease or purchase the property;*
- 2. Invite sealed bids to lease or purchase the property;*
- 3. Offer the property for lease or purchase at public auction;*
- 4. Request sealed proposals to lease or purchase the property.*

The property is currently zoned waterfront industrial and the permitted uses are listed below.

8.33.020 - Permitted principal uses and structures.

The following are the permitted principal uses and structures in the waterfront industrial district:

- A. Marine sales
- B. Open wet moorage
- C. Covered wet moorage
- D. Passenger staging facility
- E. Haulout facilities
- F. Marine construction, repair, and dismantling
- G. Cargo terminal
- H. Cargo handling and marine-oriented staging area
- I. Fish and seafood processing
- J. Warehousing and wholesaling
- K. Open storage for marine-related facilities
- L. Fuel storage and sales

A conditional use permit CUP or another permitting process would need to occur for the requested use.

VI. LEGAL ISSUES:

Legal review of lease required. There may be some legal time regarding a CUP.

VII. SUMMARY AND ALTERNATIVES:

The commission could choose not to move forward with the recommendation.



1. Approximate location of proposed community Garden
2. Site will have to be laid out if project moves forward. Consideration of ADOT Row, burn pile and Streets department's gravel piles



April 12, 2021

Helen Howarth, City Manager
City of Cordova
P.O. Box 1210
Cordova, Alaska 99574

Dear Ms. Howarth,

We are writing to request permission to develop a cooperative community garden on a section of the City-owned lot adjacent to the burn pile. The portion of the lot we are interested in is approximately 13,500 square feet (see attached sketch and site photos of cleared area).

The Cooperative Greenhouse Initiative has created an action plan, outlined in this request, to expand the community's efforts to increase local food production and food security, addressing multiple goals outlined in Cordova's 2019 Comprehensive Plan.

We are requesting that the City of Cordova lease the land to the Prince William Sound Economic Development District (PWSEDD) for a nominal fee, unless another land use mechanism is more suitable to the project (e.g. a land use permit).

BACKGROUND

In October 2020 the Copper River Watershed Project and Prince William Sound Economic Development District began a feasibility study for a cooperative greenhouse in Cordova. The cooperative greenhouse would serve as a community-accessible space for increasing local food production, improving our town's food security and increasing the quality of produce available. The cooperative will consist of a small geodesic greenhouse structure to grow vegetables to sell locally at a farm stand (or Saturday Market), as well as raised bed plots for rent by community members. The "cooperative" structure will involve some form of membership compensation (in produce, or in use of a growing plot) in exchange for members' time contributed to helping with food production.

...

In November 2020, we surveyed Cordova community members on a co-operative greenhouse initiative to gauge interest on increasing the amount of locally-grown produce in Cordova. The survey was met with strong participation and 81.90% of the 120 participants stated they would commit to some amount of volunteer time each month in exchange for produce.

VISION

We are requesting use of the land to develop a cooperative garden space to increase local food production, expand and improve Cordova's indoor and outdoor recreation opportunities, support local schools with education opportunities, conduct additional research on how climate change may impact Cordova and the surrounding environment and develop adaptation strategies that anticipate future changes and challenges, and encourage resident participation and engagement in cooperative governance, decision-making and volunteerism.

We have developed an action plan to develop a cooperative garden space.

Phase 1: Secure funding to build a geodesic dome and raised garden plots to increase access to local food production.

- Geodesic domes from the company Growing Spaces in Pagosa Springs, CO are rated for 120+ mph winds, can handle heavy snow loads, and are made of 16mm multi-wall polycarbonate glazing.
- Produce grown in the geodesic dome will be available for community members to purchase, providing a revenue stream to support operational cost.
- Raised-bed garden plots will be available for cooperative members to rent on a seasonal basis.
- The cooperative garden will be run and maintained by its membership, governed by an established set of by-laws.

We are in the process of applying for funding to purchase a geodesic dome greenhouse and construct raised garden plots from the USDA's Community Food Assistance Program Grant (\$50,000) and matching funds from the Denali Commission (\$50,000).



PROJECT NEED

The City of Cordova recently spent a year writing its Comprehensive Plan, and used a thorough process of engaging residents through local events such as our Copper River Delta Shorebird Festival, our Christmas Bazaar, solicitation of comments on-line, and three community workshops held during that year of planning. The resulting plan has six areas for community development, one of which is “Quality of Life Issues and Policies”. This section enumerates several strategies, one of which is “Strategy #5: Increase Local Food Production” (p. 46, www.cordovaomplan.com).

A Food Cost Survey conducted annually by the University of Alaska’s Cooperative Extension Service shows that a weeks’ worth of groceries for a family of four (with children from 6-11 years old) in Cordova, Alaska cost 46% more than the same “market basket” of groceries purchased in Anchorage, Alaska (UA School of Natural Resources and Extension, June 2018).

BENEFITS

Increased Food Security

There are multiple benefits of establishing a cooperative garden in Cordova. Establishing a cooperative garden space will increase Cordova’s food security which is more vulnerable than ever with continued cuts to the Alaska Marine Highway System ferry service being made at the State level.

Increase Food Quality

The fresher the produce, the higher the nutritional value. Once harvested, vegetables’ nutritional value begins to decrease substantially. Due to lack of water, cutting off their nutrient supply, and their interiors being exposed to oxygen, vegetables immediately begin to consume the nutrients within themselves. Vegetables lose anywhere from 15 - 77% of their Vitamin C within a week of harvest (UC Davis, 2007). By the time we consume our vegetables here, they’ve spent time being shipped, sitting on store shelves, and then stored in our home refrigerators for a few days, likely two weeks removed from harvest and with a fraction of the nutrients they once had.



Lower Carbon Footprint

By increasing our local supply of produce, we will subsequently lower our carbon footprint of food production. In a time when Alaska is seeing its climate change 1.7 times faster in warmer months than the northern hemisphere (“Key indicators of Arctic climate change: 1971-2017”, Box et al., 2019), lowering the carbon footprint of food production by producing food within our community is an important benefit as a model for community response to climate change.

Support Existing Programs

A cooperative garden space will allow for participating individuals, community organizations, and tribal organizations to support existing programs such as the Cordova School District lunch program, community food assistance programs, and educational opportunities.

We greatly appreciate the efforts local businesses have provided for the community to have access to fresh, nutrient dense produce and look forward to working with those businesses to diversify and increase the amount of locally grown produce that is available in Cordova.

Thank you for your consideration of this request.

Sincerely,

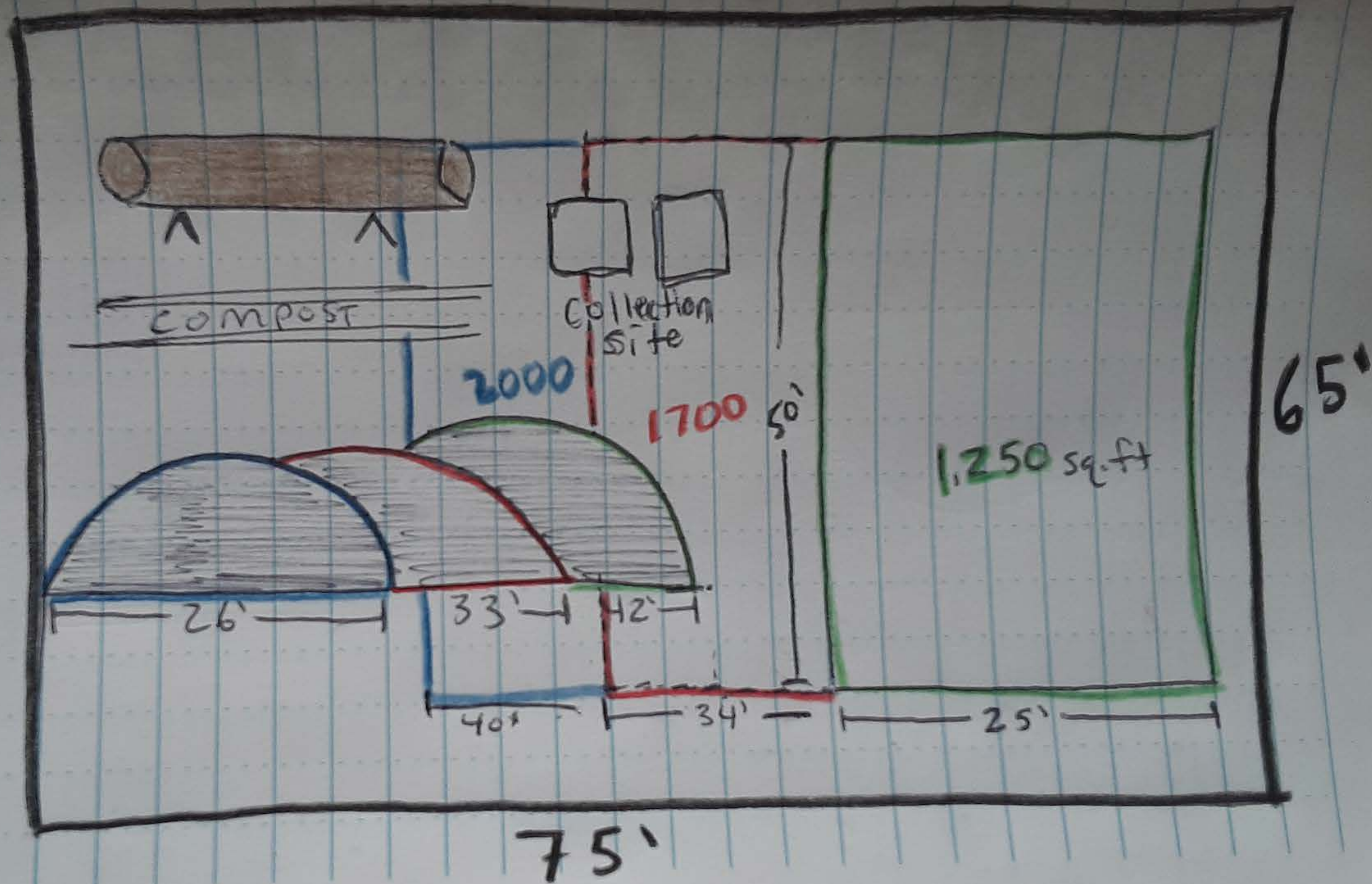


Kristin Carpenter
Executive Director

Christopher Iannazzone
Cooperative Greenhouse Project Manager, CRWP



Scale: 1 square = _____









Planning Commission Pending Calendar

Items pending for July Regular Meeting

- Building Code Adoption Draft Ordinance

August 2021

- Planning Commission CIP List to City Council (Annual)

September 2021

- Comprehensive Plan Review (Annual)

January 2022

- 2022 Land Disposal Maps (Annual)

February 2022

- Planning Commissioner's Training & Planning Conference in Anchorage (Annual)

2021 MAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	29	30	01
02	03	04	05 7:00 PM - City Council Regular Meeting (Cordova Center Rooms A & B)	06	07	08
09	10	11 6:30 PM - Planning Commission Regular Meeting (Cordova Center Rooms A & B)	12 6:00 PM - Harbor Commission Regular Meeting (Cordova Center Room B) 7:00 PM - School Board Regular Meeting (High School Library)	13	14	15
16	17	18	19 7:00 PM - City Council Regular Meeting (Cordova Center Rooms A & B)	20	21	22
23	24	25 6:00 PM - Parks and Recreation Commission Regular Meeting (Cordova Center Rooms A & B)	26	27 6:00 PM - CCMC Board Regular Meeting (CCMC Conference Room)	28	29
30	31 City Closed - Memorial Day	01	02	03	04	05
						32

2021 JUNE

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	31	01	02 7:00 PM - City Council Regular meeting (Cordova Center Rooms A & B)	03	04	05
06	07	08 6:30 PM - Planning Commission Regular Meeting (Cordova Center Rooms A & B)	09	10	11	12
13	14	15	16 7:00 PM - City Council Regular Meeting (Cordova Center Rooms A & B)	17	18	19
20	21	22	23	24	25	26
27	28	29	30	01	02	03
04	05	06	07	08	09	10
						33