

**PLANNING COMMISSION REGULAR MEETING
SEPTEMBER 14, 2021 AT 6:45 PM
CORDOVA CENTER EDUCATION ROOM 1ST FLOOR
MINUTES**

1. CALL TO ORDER

Chair *Nancy Bird* called the Planning Commission Regular Meeting to order at 6:30 PM on September 14, 2021 in the Cordova Center Community Education Room 1st Floor.

2. ROLL CALL

Present for roll call were Chair *Nancy Bird* and Commissioners *Tom McGann, Mark Hall, and Sarah Trumblee*

John Baenen, Chris Bolin, and Trae Lohse was absent.

Staff present was City Planner *Kevin Johnson*.

3. APPROVAL OF AGENDA

M/Trumblee S/Hall to approve the agenda.

Upon voice vote, motion passed 4-0.

Yea: *Bird, McGann, Hall, Trumblee*

Absent: *Lohse, Baenen, Bolin*

4. APPROVAL OF CONSENT CALENDAR

a. Record excused absence for Trae Lohse from the August 10, 2021 Regular Meeting

b. Minutes of August 10, 2021 Regular Meeting

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

Upon voice vote, motion passed 4-0.

Yea: *Bird, McGann, Hall, Trumblee*

Absent: *Lohse, Baenen, Bolin*

5. DISCLOSURES OF CONFLICTS OF INTEREST AND EX PARTE COMMUNICATIONS

None

6. CORRESPONDENCE

No Correspondence

7. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

a. Guest Speakers - None

b. Audience comments regarding agenda items - None

8. PLANNER'S REPORT

Johnson explained the following:

The RFP for Lot 11 Block 5 Odiak Subdivision has been advertised and the closing is September 30th

The Kuntz land purchase agreement closing is being completed.

Council has directed staff to begin direct negotiations with Kim Hager for Lot 6 Block 10

Dutch Marine Industries has provided additional information for their request to lease space in the city's shipyard. A lease is currently being drafted.

The project to construct a stairway connecting the upper parking lot at the Cordova Center to the parking lot for the City pool will begin at the end of the month.

There are two commission seats that are up for appointment (*Chris Bolin's and John Baenen's*) applications have been advertised.

Hall asked if there has been discussion about requiring Mr. Hager to combine the two lots into one lot if he does purchase lot 6. *Johnson* said that in his opinion, the lots should be kept separate as they are both existing buildable lots and it would be better to not reduce the number of buildable lots in the city.

9. UNFINISHED BUSINESS

a. Resolution 21-10 – Capital Improvement Projects List

M/McGann S/Hall to approve Resolution 21-10.

McGann agreed with the rankings on the list and that some of the projects clarified that is was for preliminary engineering. *Hall* had no additional comments.

Upon voice vote, passed 4-0.

Yea: Bird, McGann, Hall, Trumblee

Absent: Lohse, Baenen, Bolin

10. NEW/ MISCELLANEOUS BUSINESS

a. 2022 Planning and Zoning Commission Work Program

M/Hall S/Trumblee to recommend advancing the draft 2022 Planning and Zoning Commission Work Program to the City Council for their review and approval.

Hall asked if there was a reason that updating the subdivision code title 17 was not included. *Johnson* said that he included items that he had heard the commission mention before and that the subdivision code could be added for general discussion but it was unlikely that there would be time to rewrite multiple titles in one year.

Hall and *Trumblee* said that we should include a "parking lot" list for items that are not currently being worked on but to keep them on our radar.

Trumblee expressed that she was glad to see that working on the housing issue is on the list as it is one of the major concerns in town.

McGann said that he was glad to see that the building code, Title 16, was finally going to be completed as it has been in progress for years and is in desperate need of updating. He also stated that as part of the update, the local amendments should not be removed, staff concurred and said that it might be good to see if they need to be updated.

Bird said that she would like to have annual meetings with the other commissions to discuss their plans, goals, and needs and to discuss how we can support them in accomplishing those goals.

Upon voice vote, passed 4-0.

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

Absent: **Lohse, Baenen, Bolin**

11. PENDING CALENDAR

No comments

12. AUDIENCE PARTICIPATION

No audience comments

13. COMMISSION COMMENTS

None

14. ADJOURNMENT

M/Hall S/Trumblee to adjourn the Regular Meeting.
With no objection, the meeting was adjourned.

Approved:



Nancy Bird, Chair



Kevin Johnson, City Planner