

**PLANNING COMMISSION REGULAR MEETING  
JANUARY 11, 2022 AT 6:30 PM  
CORDOVA CENTER COMMUNITY ROOMS A & B**

**Chair**

Nancy Bird

**Vice Chair**

Mark Hall

**Commissioners**

Tom McGann

Chris Bolin

Trae Lohse

Sarah Trumblee

**City Planner**

Kevin Johnson

**AGENDA**

- 1. CALL TO ORDER**
- 2. ROLL CALL**  
Chair Nancy Bird, Commissioners Tom McGann, 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 December 14, 2021 Regular Meeting
  - b. Minutes of December 14, 2021 Regular Meeting..... **Page 1**
- 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 (3 minutes per speaker)
- 8. PLANNER'S REPORT.....Page 5**
- 9. UNFINISHED BUSINESS**
  - a. Title 16 Building Code Update Discussion .....**Page 6**
- 10. NEW BUSINESS**
  - a. Election of Planning and Zoning Commission Chair for 2022..... **Page 22**
  - b. Election of Planning and Zoning Commission Vice Chair for 2022..... **Page 24**
- 11. AUDIENCE COMMENTS**
- 12. COMMISSION COMMENTS**
- 13. ADJOURNMENT**

**You may submit written public comments via email to [planning@cityofcordova.net](mailto:planning@cityofcordova.net), mail comments to City of Cordova, PO Box 1210, Cordova, AK 99574, or delivered to City Hall directly. Written public comments must be received by 4:00 p.m. on the day of the meeting**

**PLANNING COMMISSION REGULAR MEETING  
DECEMBER 14, 2021 AT 6:30 PM  
CORDOVA CENTER COMMUNITY ROOMS A & B  
MINUTES**

Prior to the meeting, Chair Nancy Bird informed staff that she would be calling into the meeting and requested that Vice Chair Mark Hall act as the chair for ease of facilitating the meeting.

**1. CALL TO ORDER**

Vice Chair *Mark Hall* called the Planning Commission Regular Meeting to order at 6:30 PM on December 14, 2021 in Cordova Center Community Rooms A & B.

**2. ROLL CALL**

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

*Chris Bolin* was absent.

Staff present was City Planner *Kevin Johnson*.

**3. APPROVAL OF AGENDA**

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

Upon voice vote, motion passed 6-0.

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

Absent: *Bolin*

**4. APPROVAL OF CONSENT CALENDAR**

- a. Record excused absence for Trae Lohse from the October 12, 2021 Regular Meeting
- b. Minutes of October 12, 2021 Regular Meeting

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

Upon voice vote, motion passed 6-0.

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

Absent: *Bolin*

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

None

**6. CORRESPONDENCE**

*Johnson* told the commission that nothing had been received.

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

**a. Guest Speakers - None**

**b. Audience comments regarding agenda items**

*Christiana Fincher* of 323 First St, spoke in favor of their agenda item 10 a.

*Kristin Carpenter* from PWSEDD, spoke in favor of their agenda item 10 b.

**8. PLANNER'S REPORT**

*Johnson* summarized the items found in his report under agenda item 8.

**9. UNFINISHED BUSINESS**

None

**10. NEW**

**a. No Road Brewing Letter of Interest Lot 2, Block 7a, Tidewater Development Park**

M/McGann S/Lohse to recommend to City Council to dispose of lot 2, Block 7a, Tidewater Development Park as outlined in Cordova Municipal Code 5.22.060 B by requesting sealed proposals.

*McGann* said that he supports a short-term lease like the Harbor Commission recommended as the city does need to consider the future of that area of the harbor. *Lohse* agreed with Tom that the lease should be short term and that the need for maintenance and repairs be considered.

*Trumblee* also stated concerns about the structural integrity of the building and that needs to be taken into consideration. She asked if the costs of updates would be the responsibility of the city. She also asked if that is the same location that Shoreside wanted to place a floating fuel dock.

*Baenen* said that Shoreside was originally looking at the location that the Forest Service is located, but that the Science Center building could be a potential location. He also stated that he was in agreement with the Harbor Commission on offering a short-term lease to a new tenant upon the science center leaving.

*Bird* said that she supports the motion as proposed as the Harbor Commission has gave their recommendation and she supports their recommendation.

*Johnson* provide some clarification that maintenance issues would be the responsibility of the tenant. Additionally, if a new commercial tenant wants to use the space, their plans would have to be approved by the State Fire Marshal who will require them to prove that they can occupy the space safely and that the structure is adequate or can be modified to be safely occupied.

*Hall* had no additional comments

Upon voice vote, motion passed 6-0.

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

Absent: Bolin

b. **Resolution 21-11 for PWSEDD Letter of Interest lot 3, Block 2, USS 1383**

M/McGann S/Baene to pass Resolution 21-11 to recommend to the City Council to make a portion of Lot 3, Block 2, USS 1383 available and dispose of the area through a lease as outlined in Cordova Municipal Code 5.22.060 B by direct negotiations.

**McGann** said that he is supportive of the overall idea, but he would like to refer it back to staff and the applicant to provide more information and a more firm plan before he would feel comfortable making a recommendation.

**Baenen** said that he thinks it is a good location for it, especially for an educational component, and he thinks that they could make it work with less than 10,000 sq. ft. and that there will be plenty of room for dumping snow. He also said that even though it is used as a snow dump, there is no reason that it could not be stacked for a few weeks and then trucked down to the ocean to be dumped.

**Trumblee** said she is also in favor of the idea and that there may be a way that some items could be mobile so they could be moved in the winter to allow for snow dump use. She also thinks that the educational component is a great part of this project as well.

**Bird** said that she has qualms about by-passing Public Works concerns about losing the space. She would like to have the applicant and staff work on seeing if there could be a way that the project could work while still allowing for snow dumping as needed.

**McGann** moved to amend the motion to refer the proposal back to staff, and to have the applicant refine their proposal to address staffs concerns. **Baenen** seconded.

Upon voice vote, amended motion passed 6-0.

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

Absent: **Bolin**

c. **Title 16 Building Code Discussion**

**Johnson** explained that he was asking the Commission to have a discussion as this item has been kicked around for the past few years. Since this is his first time getting his hands on it, he wanted to hear from the Commissioners on if there are any items that have been left out or that that they feel should be modified before this is finalized. He asked that they provide some direction on some items such as where should the line be drawn for what does and does not require a permit.

**McGann** said that he thinks that permits should only be required for structural modifications or additions, not for interior remodels or appliance replacement such as water heaters and furnaces. McGann also said that we should consider increasing the wind load requirements in certain parts of the city.

**Baenen** agreed that permits should be limited to structural changes and additions / footprint changes / new construction

**Lohse** thinks that aligning with the state codes makes sense so that the code updates itself as the state changes. He also agreed to limit permits to structural changes and additions.

*Trumblee* Had no comments

*Bird* asked that if there is no need to have this passed right away, she would like to have another month to go over the document and discuss it more at the next meeting. She also agreed with the others about limiting permits to structural and additions.

*Hall* agreed with the points made by the other commissioners.

**11. PENDING CALENDAR**

No comments

**12. AUDIENCE PARTICIPATION**

No Comments

**13. COMMISSION COMMENTS**

**14. ADJOURNMENT**

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

Approved:

\_\_\_\_\_  
Nancy Bird, Chair

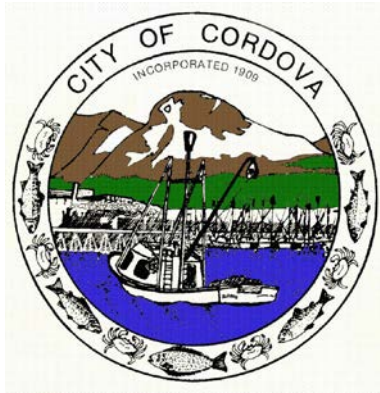
\_\_\_\_\_  
Kevin Johnson, City Planner

# Planner's Report

**To:** Planning and Zoning Commission  
**From:** Kevin Johnson, City planner  
**Date:** 1/11/22  
**Re:** Recent Activities and Updates

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- Addressing project continues. Consultant is reviewing the first round of staffs edits to existing data. Addressing expected to be completed by end of March.
- Annual city map update for plats recorded in 2021
- Two plats have been signed and headed for recording. Cabin Ridge lot line adjustment, and NVE lot consolidation.
- Annual Land Disposal Map update process has begun. Working with Public Works staff to determine if any properties should be considered for a status change.
- Land disposal code changes being drafted based on the discussions with P&Z and City Council. Anticipating bring these changes to Commission February / March.



**AGENDA ITEM # 9a**  
**Planning Commission Meeting Date: 1/11/2022**

**PLANNING COMMISSION COMMUNICATION FORM**

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**FROM:** Kevin Johnson, City Planner  
**DATE:** 1/11/22  
**ITEM:** Title 16 Building Code Update  
**NEXT STEP:** Review and Provide Comments

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INFORMATION  
 MOTION  
 RESOLUTION

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**I. REQUEST OR ISSUE:**

Attached is the new version of Title 16 Building Codes. No edits have been made to Chapters 16.80 Mobile Home Parks and 16.90 Trailers and Trailer Camps. The end product will be an ordinance repealing Chapter 16.05 through Chapter 16.75 and replacing them with the attached document. Chapters 16.80 and 16.90 will remain as codified now.

**II. RECOMMENDED ACTION / NEXT STEP:**

The commission should review the attached document and come to the meeting with comments, concerns, or edits.

Staff is developing a list of chapters and sections located in different titles, such as Title 18 and Title 1, which will need to be edited due to the changes in Title 16. Staff will develop a draft ordinance for review by the city attorney. After attorney review, the final step for the commission would be to recommend the ordinance to city council.

**III. FISCAL IMPACTS:**

Legal review time

**IV. BACKGROUND INFORMATION:**

This is the continuation of the Title 16 Building Code rewrite that has been discussed since at least 2017. The Commission discussed this at the 12/14/21 meeting and requested additional time to review the material and continue the discussion at the January 2022 meeting.

The changes have focused on simplifying the existing code and to allow for the code to remain consistent with State law changes without the need for yearly code updates.

**V. LEGAL ISSUES:**

None anticipated, but unknown until after final legal review

**VI. CONFLICTS OR ENVIRONMENTAL ISSUES:**

N/A

**VII. ATTACHMENTS:**

A. Title 16 update



**CITY OF CORDOVA, ALASKA  
ORDINANCE 1144**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA  
REPEAL Chapter 16.05 through chapter 16.75 and reenacting chapters 16.10 through  
16.30  
OF THE CORDOVA MUNICIPAL CODE ENTITLED “BUILDING REGULATION” TO  
ADOPTED CURRENT BUILDING CODES AND LOCAL AMENDMENTS, AND  
AMENDING SECTIONS**

**1.28.085**, 18.08.010, 18.17.100, 18.32.055, 18.33.060, 18.33.070, 18.33.080, 18.33.110.  
18.34.070, 18.34.080, 18.34.100, 18.38.090, 18.38.100, 18.39.100, 18.44.010, 18.44.020,  
18.44.030, 18.44.090, 18.46.030, 18.76.070, **AND 18.80.020 OF THE CORDOVA  
MUNICIPAL CODE**

**WHEREAS**, it is in the City of Cordova’s best interest to clarify the current building codes and local amendments; and

**WHEREAS**, the current nuisance abatement process requires city council’s initial review of a nuisance complaint but does not provide a right of appeal to the Board of Adjustment; and

**WHEREAS**, it is in the City’s best interest to streamline the nuisance abatement declaration and hearing process while providing the City administration greater authority in declaring and enforcing nuisances within the City;

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

Section 1. Chapters 16.05 through chapter 16.75 of the Cordova Municipal Code is repealed and reenacted as follows:

Chapter 16.10 - BUILDING REGULATION

- 16.10.050 – Purpose
- 16.10.010 - Adoption of codes.
- 16.10.015 – Conflicts – How resolved.
- 16.10.020 - Copies on file.
- 16.10.030 – Building Code—Modifications.
- 16.10.404 - Building Code—Disclaimers.

**Chapter 16.10 - BUILDING REGULATION**

16.10.050 – Purpose.

The City of Cordova finds that building codes protect lives, property, and the public interest. The purpose of this chapter is to identify references, standards and procedures that will enable building codes to be implemented within the City.

#### 16.10.010 - Adoption of codes.

The city adopts by reference the following codes:

- A. The current codes adopted by the state, for building, mechanical, plumbing, gas fuel, electric and fire, as amended by the state, for all buildings except one- and two-family dwellings and residential accessory buildings.
- B. 2012 International Residential Code with Alaska Housing Finance Corporation Alaska specific amendments or current adopted Alaska Finance House Corporation code for residential structures containing three or fewer dwellings and townhouses not more than three stories above grade plane and their accessory structures.
- C. 1997 Uniform Code for Abatement of Dangerous Buildings.

#### 16.10.015 – Conflicts – How Resolved

Although not published in full in this title, all the provisions of these codes shall be and are adopted by reference to the same extent as if set forth in full herein, except to the extent that they shall be in conflict with this code or any relevant ordinance later adopted shall be resolved as follows:

- A. In case of conflict between the aforementioned codes and other codes adopted in this chapter, the code that, in the opinion of the Building Official, is more restrictive or more protective of public safety shall prevail.
- B. In case of conflict between the codes referenced in this chapter and other development codes adopted by the City, the code that, in the opinion of the head of the Planning and Zoning Department, is more restrictive or more protective of public safety and welfare shall prevail.

#### 16.10.020 - Copies on file.

One copy of each code of technical regulation adopted by reference in Section 16.05.010 shall be kept in the office of the Planning Department.

#### 16.15.030 - Building Code—Modifications.

The city council shall have power to modify the provisions of the Building Codes adopted by this title.

#### 16.15.040 - Building Code—Disclaimers.

If any section, subsection, sentence, clause or phrase of this chapter is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this chapter. The city council hereby declares that it would have passed the ordinance codified in this chapter, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

#### Chapter 16.15 - BUILDING CODE ADMINISTRATION

- 16.15.015 - Building Official
- 16.15.020 - Licenses required.
- 16.15.025 - Building permit required.
- 16.15.030 - Building permit fees.
- 16.15.035 - Work exempt from permit.
- 16.15.040 - Appeals.
- 16.15.050 - Reserved
- 16.15.055 - Stop work order.
- 16.15.060 – Violations.

#### 16.15.015 - Building Official.

The building official shall be the officer charged with the administration and enforcement of this title. The head of the Planning and Zoning Department shall act as building official unless the City Manager otherwise designates.

#### 16.15.025 - Licenses required.

- A. It is unlawful to engage in business in the city as a building contractor without having first complied with all State licensing requirements.
- B. A contractor must obtain a City business license per CMC 6.05, prior to beginning work
- C. The term contractor as used in this section means a person or entity that enters into a contract or agreement to construct a building or to provide or install specialized portions of the construction.
- D. City building officials shall be given free access during reasonable working hours to any premises where a contractor or subcontractors is performing work. It shall be the duty of the licensee or the person in charge of the premises to be inspected to admit thereto for the purpose of making the inspection, the building official who is authorized or directed to make such inspection, and to present to the building official upon request of the official, evidence of compliance with the provisions of this code and State requirements.

### **16.15.030 - Building permit required.**

A building permit shall be required for the erection, construction, establishment, moving, alteration, enlargement, repair or conversion of any building or structure in any district established by this title, subject to the following provisions:

- A. Application for a building permit shall be filed with the building official on a form approved by them. If the application meets the requirements of this title and any other applicable regulations, the building official will issue a building permit.
- B. In all cases where the planning commission or the board of adjustment has allowed a variance or an exception, the building official shall issue a building permit sufficient to allow such building or work to be done in accordance with that decision; provided, that no permit shall be issued pursuant to any decision until the time for rehearing or for appeal shall have expired and then only in the event that no appeal or application for rehearing shall have been filed within such time.
- C. No building permit shall be issued by the building official without a coincident application for zoning compliance. Any permit issued in conflict with the zoning title shall be null and void.
- D. The building permit or copy of it shall be displayed at the work site until completion of the project.
- E. It shall be the duty of every person who performs work for the installation or repair of a building or structure for which this title refers to, to comply with the codes.
- F. The issuance or granting of a building permit or approval of plans or specifications under the authority of the Building Code shall not be deemed or construed to be a permit for or an approval of any violation of any of the provisions of this title or any amendment thereto. No permit presuming to give authority to violate or cancel any of the provisions of this title shall be valid except insofar as the work or use which is authorized is lawful and permitted.

### **16.15.035 – Building Permit Fees.**

- A. Fees shall be established by resolution of the city council.
- B. Where work for which a permit is required by this chapter is started or proceeded with prior to obtaining such permit, the fees specified by resolution shall be doubled.

### **16.15.040 - Work exempt from permit.**

Exemptions from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of the code of any other laws or ordinances. Permits shall not be required for the following:

- A. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 200 square feet and 12 feet in height.

#### **16.15.045 - Appeals.**

Whenever the building official shall disapprove an application or refuse to grant a permit applied for, or when it is claimed that the provisions of the code do not apply or that the true intent and meaning of the code has been misconstrued or wrongly interpreted, the applicant may appeal the decision of the building official in the manner set forth in Section 18.64.040. Appeals of the Planning Commission shall be conducted in the manner set forth in Section 18.64.030.

#### **16.15.050 - Reserved.**

#### **16.15.055 - Stop work order.**

- A. Upon notice from the building official that work on any building or structure is being performed contrary to the provisions of this code or in an unsafe and dangerous manner, such work shall be immediately stopped. The stop work order shall be in writing and shall be given to the owner of the property involved, or to the owner's agent or to the person doing the work and shall state the conditions under which work will be permitted to resume.
- B. Unlawful continuance. Any person who shall continue any work in or about the structure after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to penalties as prescribed by law.

#### **16.15.060 – Violations.**

Failure to obey or comply with any provision of this title or any rule, order or regulation issued thereunder is a violation. The minimum penalty upon conviction of a single violation of this chapter is specified in Chapter 1.28.

### **Chapter 16.20 – INTERNATIONAL BUILDING CODE**

The following amendments are made to the International Building Code, 2009 Edition (references are to section numbers in the International Building Code):

- A. Section 1609.3 Basic wind speed, is amended by adding the following:

The basic wind speed in MPH, for the determination of the wind loads shall be 110 MPH.

B. Appendix H – Signs is adopted.

**Chapter 16.30 – INTERNATIONAL RESIDENTIAL CODE**

The following amendments are made to the International Residential Code, 2012 Edition (references are to section numbers in the International Residential Code):

A. R101.1, Title, is amended to read as follows:

This code shall be known as the 2012 International Residential Code (IRC) with amendments and shall be cited as such. It is referred to herein as 'the code'.

B. R101.2, Scope, is amended to read as follows:

The 2012 IRC with Amendments shall be the referenced code for residential structures containing three or fewer dwellings and townhouses not more than three stories above grade plane in height and their accessory structures.

C. Part 2, Administration and Enforcement, is deleted.

D. Table R301.2(1), Climatic and Geographic Design Criteria, is amended to read as follows:

|                                   |                     |                       |
|-----------------------------------|---------------------|-----------------------|
| GROUND SNOW LOAD                  |                     | 100 lbs. per sq. foot |
| WIND DESIGN                       | Speed (mph)         | 110 miles per hour    |
|                                   | Topographic Effects | No                    |
| SEISMIC DESIGN CATEGORY           |                     | D2                    |
| SUBJECT TO DAMAGE FROM            | Weathering          | Severe                |
|                                   | Frost Line Depth    | 24”                   |
|                                   | Termite             | No                    |
| WINTER DESIGN TEMP                |                     | 1° F                  |
| ICE BARRIER UNDERLAYMENT REQUIRED |                     | Yes                   |
| FLOOD HAZARDS                     |                     | 2015 FIRM and FIS     |
| AIR FREEZING INDEX                |                     | 2500                  |
| MEAN ANNUAL TEMP                  |                     |                       |

E. R302.2, Townhouses, is amended in the exception, to add at the beginning of the paragraph:

If the building is not constructed utilizing a fire-suppression system, a common 2 hour fire-resistance-rated wall shall be used. If it is constructed with an approved fire-suppression system...

- F. R303.3, Bathrooms, is amended to read as follows, with the exception deleted:

Bathrooms, water closet compartments and other similar rooms shall be provided with exhaust ventilation in accordance with the requirements of ANSI/ASHRAE 62.2-2010 as amended in R403.5 of the 2012 Building Energy Efficiency Standard and per manufacturer requirements.

- G. R303.4, Mechanical ventilation, is amended to read as follows:

Whole-house and spot ventilation shall be installed per the requirements of ANSI/ASHRAE 62.2-2010 as amended in R403.5 of the 2012 Building Energy Efficiency Standard (chapter 11 of the code with Alaska-specific amendments).

- H. R303.5.1. Intake openings, is amended to read as follows:

Add to the last sentence of the first paragraph:

... and 3 feet horizontally from the contaminant source.

Delete the second paragraph and replace it with:

All mechanical ventilation shall be in accordance with ANSI/ASHRAE 62.2-2010 as amended in R403.5 of the 2012 Building Energy Efficiency Standard (chapter 11 of the code with Alaska-specific Amendments).

- I. R309.5, Fire sprinklers, is amended so the first sentence reads as follows:

Private garages shall be protected by fire sprinklers where required by the Department of Public Safety and/or where the garage wall has been designed based on Table R302.1(2) Footnote a.

- J. R310.2.2, Window well drainage, is amended to add the following sentence prior to the exception:

Window wells shall be designed to minimize the potential of the well becoming filled with snow and/or standing water which impedes operation of the egress fenestration.

- K. R313, Automatic Fire Sprinkler Systems, is amended to read as follows:

R313.1 Townhouse automatic fire sprinkler systems. If installed, automatic residential fire sprinkler systems for townhouses shall be designed and installed in accordance with Section P2904.

R313.2 One- and two-family dwellings automatic fire sprinkler systems. If installed, automatic residential fire sprinkler systems for one- and two-family dwelling units shall be designed and installed in accordance with Section P2904 or NFPA 13D.

L. R317.1, Location required, is amended to delete “naturally durable wood or” from the first sentence.

M. R501.3, Fire protection of floors, is amended to modify exception 2 to read:

Floor assemblies located directly over a crawl space containing a direct-vent, sealed combustion appliance with forced draft exhaust; combustion air intake must terminate to the building exterior. Application of this exception requires installation of a smoke alarm in the crawl space in accordance with the requirements of Section R314 Smoke Alarms, with the exception of R314.3 Location, and a carbon monoxide alarm in accordance with the requirements of Section R315 Carbon Monoxide Alarms.

N. R703.2, Water-resistive barrier, is amended to add the following at the beginning of the sentence:

When installed or required by the manufacturer...

O. R703.3.1, Panel siding, is amended to add the following to the end of the paragraph:

Exterior type plywood siding with a grooved pattern shall not be installed horizontally and used as the weather resistant siding.

P. R806.1, Ventilation required, is amended to add the following to the beginning of the first sentence and to delete the exception:

When located outside of the building thermal envelope...

Q. Table R806.5, Insulation for Condensation Control, is replaced with the following table:

| Table R-A806.5<br>Insulation for Condensation Control |   |
|---|---|
| Air-Permeable Insulation R-Value                      | Minimum Air-Impermeable Insulation R-Value <sup>a</sup> |
| R-15  | R-30  |
| R-19  | R-38  |
| R-21  | R-42  |
| R-25  | R-50  |
| R-30  | R-60  |
| R-38  | R-76  |



|   |                                       |
|---|---------------------------------------|
| R-N   | $2*(R-N)^b$                           |
| *Installed on the warm-in-winter side   | *Installed on the cold-in-winter side |
| a. Contributes to but doesn't supersede the requirements in Section N1102.  |                                       |
| b. Air-Impermeable Insulation R-Value shall equal, at minimum, twice the R-value of the Air Permeable insulation. |                                       |

R. R807.1, Attic access, is amended to add the following to the end of the paragraph:

Attic access shall not be located in a room containing one or more fixtures in the Bathroom Group. Access may be located in closets with minimum depth of 23 inches and minimum width of 48 inches.

S. Chapter 11, Energy Efficiency, is replaced with the following:

The 2012 Building Energy Efficiency Standard (BEES), being comprised of the 2012 IECC with Alaska-Specific Amendments, is the AHFC energy standard for all residential construction projects.

T. Chapter 12, Mechanical Administration, is deleted.

U. M1301.2, Identification, is replaced with the following:

Each length of uncut pipe and tubing, and each pipe fitting utilized in a mechanical system shall bear the identification of the manufacturer.

V. M1501.1, Outdoor discharge, is amended to delete the exception.

W. M1502.4.2, Duct installation, is amended as follows:

In the first sentence, replace '12' with '10' to conform with section R1604.1.3 Support.

Remove from the end of the third sentence "...and shall be mechanically fastened..." and replace it with "...except where in conflict with the requirements of M1502."

Replace the last sentence with the following:

Dryer exhaust ducts shall not be joined with screws or similar fasteners that protrude into the duct.

X. M1506.2, Exhaust openings, is amended as follows:

Add to the end of the first sentence:

...and 3 feet (914 mm) horizontally from the air intake.

Add the exception:

Exhaust and intake openings that are part of a system engineered to prevent entrainment of exhaust air are exempt; the exemption applies only to the exhaust and intake that is part of the engineered system only, adjacent exhaust and inlet openings are not exempt.

Add the exception:

A ventilation system's supply and exhaust vents on the exterior of a building may be separated less than 10 feet as long as they are separated a minimum of 6 feet horizontally. (to conform with Alaska-specific amendments to ANSI/ASHRAE 62.2-2010)

Y. M1507, Mechanical ventilation is replaced with the following:

Mechanical Ventilation shall be installed per the requirements of ANSI/ASHRAE 62.2-2010 as amended in R403.5 of the 2012 Building Energy Efficiency Standard and per manufacturer requirements.

Z. M1602.1, Return air, is amended to add to the end of the second sentence:

only if an exhaust fan is installed with automated control such that a positive pressure is not exerted on the structure while the furnace supply air handler is operating. Supply only systems and/or systems designed to induce a positive pressure inside the dwelling with reference to the outdoors are not permitted in Alaska.

AA. M1602.2, Prohibited sources, is amended to add to the end of 1:

...and at least 3' horizontally from the air intake.

BB. Chapter 23, Solar Energy Systems, is replaced with the following:

Per AS 18.60.705 (a)(3): the 1997 edition of the Uniform Solar Energy Code published by the International Association of Plumbing and Mechanical Officials and adopted at the 67th annual conference, September 1996, excluding pages 1-7 of Part I, Administration.

CC. G2412.9, Identification, is replaced with the following:

Each uncut length of pipe and tubing and each pipe fitting, utilized in a fuel gas system, shall bear the identification of the manufacturer.

DD. Chapters 25-43 are deleted.

#### 1.28.085-Minor Offense fine Schedule

C. The following violations of this code are amenable to disposition without court appearance upon payment of a fine in the amount listed below:

~~16.10.015(a & b)~~ **16.15.3025 A**. Engaging in business in the city as a building contractor or electrical contractor without having first complied with the appropriate provisions of Alaska Statutes. \$300.00 (16.10.020)  
~~16.20.204~~ 16.10.010 Failure to obey or comply with the ~~Uniform Mechanical Code, 1985 Edition~~ adopted codes. \$300.00 (16.20.204)  
~~16.30.015~~ 16.15.030 Failure to obtain permit from building official ~~for installing electrical equipment within or on any premises~~. \$300.00 (16.10.020)  
~~16.30.025(a & b)~~ 16.15.030 E Changing plans and specification after they have been approved by the building official. \$300.00 (16.10.020)  
~~16.30.045~~ Failure to repair, replace or alter electrical systems deemed to be unsafe by the ~~building official~~. \$300.00 (16.10.020)  
~~16.30.050~~ 16.15.055 Violation of a stop-work order. \$300.00 (16.10.020)  
~~16.30.055~~ **16.15.055 A** Failure to ~~obtain a new permit when work is recommenced~~ perform recommenced conditions of stop work order ~~or after work has been suspended or abandoned for more than 180 days~~. \$300.00 (16.10.020)

18.17.100 - Special provisions.

The following special provisions apply to all land uses within the parks and open space district:  
C. The storage of commercial quantities of flammable materials, hazardous materials, or toxic materials on-site shall be prohibited. Smaller quantities of these materials needed for maintenance and operation of permitted facilities may be stored only in strict compliance with, adopted International Building Code and other applicable federal, state, and local laws and regulations;

18.32.055 - Rear and side yard requirements.

None, except as necessary to provide required off-street parking and loading as per Chapter 18.48 of this code and to comply with the adopted building codes in Title 16.

18.33.060 -A. Minimum Setbacks.

1. Front yard-Twenty feet.
2. Side yard and rear yard as needed to comply with the adopted building codes in Title 16

18.33.070 - Lot coverage.

A. Maximum lot coverage by all buildings and structures as regulated by the ~~Uniform Building Codes~~ adopted building codes in Title 16.

18.33.080 - Height.

A. Maximum height of buildings and structures: subject to the adopted building codes in Title 16.

18.33.110 - Signs.

A. ~~Signs~~. Signs may be allowed in the waterfront industrial district subject to ~~the supplementary district regulations, the Uniform Sign Code~~ the adopted building codes in Title 16, as set forth in and Chapter 18.44 of this code.

18.34.070 - Minimum setback requirements.

The following are the minimum setback requirements in the WHD.

A. Front yard, side yard, and rear yard setbacks subject to ~~Uniform Building Code~~ the adopted **International Building Code** requirements. ~~regarding building construction type, occupancy, separation distance between buildings, access and egress. Zero lot line construction is not expressly prohibited.~~

18.34.080 C.

C. The planning and zoning commission may grant conditional use permits for taller buildings subject to requirements of the ~~uniform building code~~ adopted **International Building Code** ~~and the policies in the Cordova coastal management plan regarding the maintenance of visual access to coastal waters.~~

18.34.100 - Signs.

Signs are permitted subject to the ~~Uniform Sign Code~~ adopted **International Building Code** and Chapter 18.44 of this title.

18.38.090 - Maximum height of structures.

The maximum height of structures is unrestricted, except that structures shall not interfere with Federal Aviation Administration Regulations on airport approaches and conform with the ~~Uniform Building Code~~ adopted **International Building Code**.

18.38.100 - Signs.

~~Signs may be allowed in connection with any permitted use, subject to the supplementary district regulations and the Uniform Sign Code.~~ Signs are permitted subject to the adopted **International Building Code and Chapter 18.44 of this title.**

18.39.100 - Signs.

Signs are permitted subject to the ~~Uniform Sign Code~~ adopted **International Building Code** and Chapter 18.44 of this title

18.44.010 - Definitions.

For the purposes of this chapter, certain terms, phrases, words and their derivatives shall be construed as specified in either ~~Chapter 2 of the Uniform Sign Code~~ **Appendix H Signs of the adopted International Building Code**, 1985 Edition, or the ~~Uniform Building Code~~ adopted

**International Building Code.** Further, "sign" shall be construed as defined under Section 18.08.520 of this title.

18.44.020 - General provisions.

All **commercial** signs shall conform in design and construction **Appendix H Signs of the adopted International Building Code**, 1985 Edition, or the **Uniform Building Code adopted International Building Code**. to Chapter 4 of the Uniform Sign Code, 1985 Edition. Further, any sign, whether attached to a structure or freestanding, shall be so located as to conform to minimum yard requirements and maximum height requirements of the district in which the sign is located.

18.44.030 - Permit required.

A permit shall be obtained from the building official prior to the installation of any sign in any district, except for those signs exempted from the permit requirement by the terms of the **Uniform Sign Code, 1985 Edition Appendix H Signs of the adopted International Building Code**, or those signs exempted from the permit requirement by the terms of this chapter. ~~The procedure for obtaining a sign permit shall be as set forth in Chapter 3 of the Uniform Sign Code, 1985 Edition.~~

18.44.090 - Political signs

~~E. Prior to placing political signs, a no-fee permit must be obtained from the building official;~~

F. **E.** Pursuant to this subsection, political signs shall be exempt from the permit requirement.

18.46.030 - Design and construction requirements.

A. A wind energy system shall conform to the applicable code requirements that are adopted by reference in ~~Section 16.05.010 and amended in~~ Title 16 of this Code, and to the requirements in this section.

~~18.76.070 – Building permit.~~

~~A building permit shall be required for the erection, construction, establishment, moving, alteration, enlargement, repair or conversion of any building or structure in any district established by this title, subject to the following provisions:~~

~~A. Application for a building permit shall be filed with the building official on a form approved by him. If the application meets the requirements of this title and any other applicable regulations, the building official will issue a building permit.~~

~~B. In all cases where the planning commission or the board of adjustment has allowed a variance or an exception, the building official shall issue a building permit sufficient to allow such building or work to be done in accordance with that decision; provided, that~~

~~no permit shall be issued pursuant to any decision until the time for rehearing or for appeal shall have expired and then only in the event that no appeal or application for rehearing shall have been filed within such time.~~

~~C. No building permit shall be issued by the building official unless it appears from the application and coincident application for zoning compliance certificate that the building for which such permit is granted conforms to all of the applicable regulations of this title and is to be occupied for a use in conformity with the provisions thereof. Any permit issued in conflict with this title shall be null and void.~~

~~18.80.020 Building permit — Scope and validity.~~

~~The issuance or granting of a building permit or approval of plans or specifications under the authority of the Building Code shall not be deemed or construed to be a permit for or an approval of any violation of any of the provisions of this title or any amendment thereto. No permit presuming to give authority to violate or cancel any of the provisions of this title shall be valid except insofar as the work or use which is authorized is lawful and permitted.~~

**PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016.**

**ATTEST:**

\_\_\_\_\_  
Clay Koplin, Mayor

\_\_\_\_\_  
Susan Bourgeois, CMC, City Clerk



**AGENDA ITEM # 10a**  
**Planning Commission Meeting Date: 1/11/22**

**PLANNING COMMISSION COMMUNICATION FORM**

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**FROM:** Kevin Johnson, City Planner

**DATE:** 1/11/22

**ITEM:** Chair Election

**NEXT STEP:** Elect Chair

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INFORMATION  
 MOTION  
 RESOLUTION

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**I. REQUEST OR ISSUE:**

The Planning Commission consists of seven members. Pursuant to Section 3.40.030, a chair shall be selected annually from the members of the commission. The current chair is Nancy Bird. The current vice chair is Mark Hall.

**II. RECOMMENDED ACTION / NEXT STEP:**

Staff recommend the chair open nominations from the floor by stating: "Nominations are now in order for the office of chair of the Planning Commission."

After nominations, a voice vote is recommended if there is only one nomination, or a roll call vote if there are multiple nominations.

**III. FISCAL IMPACTS:**

N/A

#### **IV. BACKGROUND INFORMATION:**

As soon as the current chair opens nominations from the floor, any member can bring forth a nomination. The member should know beforehand if the person he or she wishes to nominate is both eligible and willing to serve.

When the nomination is from the floor:

- A member does not have to get recognition from the current chair to make a nomination.
- A person can nominate himself or herself.
- A nomination does not need a second.
- A member can't nominate more than one person for an office until everyone has had the opportunity to make nominations.
- The current chair can continue presiding, even if he or she is one of the nominees for the office.
- After each nomination, the current chair repeats the name to the commission.

A motion to close nominations is not necessary. Usually the current chair closes nominations when no further nominations come forward.

If at any time during the nominating process a member realizes that he or she will be unable to serve if elected, the member should stand and request that his or her name be removed from nomination. Removing your name during the nomination process is better than waiting until after you are elected.

After the nominating process is finished, the members must vote on the proposed candidates. Members can take the vote for election by voice vote or roll call vote.

In the event there is a tie, the commission may choose a method to break the tie and vote until the tie is broken.

#### **V. LEGAL ISSUES:**

N/A

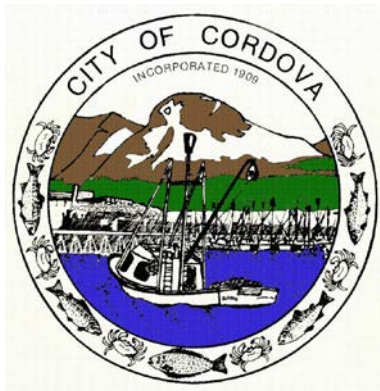
#### **VI. CONFLICTS OR ENVIRONMENTAL ISSUES:**

N/A

#### **VII. SUMMARY AND ALTERNATIVES:**

N/A





**AGENDA ITEM # 10b**  
**Planning Commission Meeting Date: 1/11/22**

**PLANNING COMMISSION COMMUNICATION FORM**

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**FROM:** Planning Staff  
**DATE:** 1/11/22  
**ITEM:** Vice Chair Election  
**NEXT STEP:** Elect Vice Chair

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INFORMATION  
 MOTION  
 RESOLUTION

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**I. REQUEST OR ISSUE:**

While the city's code does not require a vice chair for the Planning Commission, this has been the practice in the past. Having a vice chair gives staff and public another point of contact and allows for meetings to run smoothly if the chair is absent. Staff recommends that the commission continue this practice. The current chair is Nancy Bird (unless a new chair has been elected in the previous agenda item). The current vice chair is Mark Hall.

**II. RECOMMENDED ACTION / NEXT STEP:**

Staff recommend the chair open nominations from the floor by stating: "Nominations are now in order for the office of vice chair of the Planning Commission."

After nominations, a voice vote is recommended if there is only one nomination, or a roll call vote if there are multiple nominations.

**III. FISCAL IMPACTS:**

N/A

**IV. BACKGROUND INFORMATION:**

The procedure for vice chair election should be the same as for the chair.

**V. LEGAL ISSUES:**

N/A

**VI. CONFLICTS OR ENVIRONMENTAL ISSUES:**

N/A

**VII. SUMMARY AND ALTERNATIVES:**

N/A