

**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 gave their recommendation and she supports their recommendation.

Johnson provided 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