

**PLANNING COMMISSION SPECIAL MEETING**  
**April 14, 2022 AT 6:45 PM**  
**CORDOVA CENTER COMMUNITY ROOMS A & B**  
**MINUTES**

**1. CALL TO ORDER**

Chair *Nancy Bird* called the Planning Commission Special Meeting to order at 6:45 PM on February April 14, 2022 in Cordova Center Community Rooms A & B.

**2. ROLL CALL**

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

*Trae Lohse* were absent.

Staff present was City Planner *Kevin Johnson*, special project manager *Curtis Fincher*.

**3. APPROVAL OF AGENDA**

M/Trumblee S/Bolin to approve the agenda.

Upon voice vote, motion passed 6-0.

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

Absent: *Lohse*

**4. APPROVAL OF CONSENT CALENDAR**

None

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

*Trumblee* informed the Commission that the applicant for the Variance, *Hayley Hoover*, had reached out to her to ask a few questions about the variance. *Trumblee* said that she told the applicant that she would need to direct her questions to city staff.

The commission agreed that this was not a conflict of interest or Ex Parte Communication and that *Trumblee* could still discuss and vote on the agenda item.

**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**

## 8. PLANNER'S REPORT

*Johnson* summarized the items found in his report under agenda item 8 and added that the new Cordova Center stairs officially open tomorrow and that there will be a ribbon cutting and the fire department will be putting on a bbq.

*Bolin* asked how the notification to residents will work regarding the addressing update. *Johnson* explained that the city will be mailing letters to all residents that are affected by the new addressing.

## 9. UNFINISHED BUSINESS

None

## 10. NEW BUSINESS

### a. Variance Request – Setback and Off-Street Parking – Lot 3, Block 2, Railroad Addition

M/Bolin S/Trumblee that the Planning Commission approve the variance request from Hayley Hoover and to adopt the and incorporate the findings within the staff report.

*Johnson* began the discussion by explaining that while the application included a request for a variance from the minimum lot size, staff removed this item as it is unnecessary. Since the lot was legally platted prior to the minimum lot size requirement, it does not have to meet the minimum lot size.

*McGann* said that he is very much in support of the request and staff's findings. However, he believes that the site plan needs to be updated to clarify a few items. First, the deck on the south side of the structure shows it encroaching into the ROW which cannot be approved. *Johnson* said that he noticed this as well and was going to suggest that the Commission place a condition of approval that no structures are to be allowed in the ROW. Staff did not have the applicant update this prior to the meeting in hopes that they could save some money on drafting fees and that a condition of approval could take care of this. *McGann* said that a second item is that the variance request needs to be updated to request a variance from the south setback as the deck is also shown in the 10-foot front yard setback. He supports the encroachment into the setback, but the drawings and application should be updated to reflect this. *McGann* suggested that this be sent back to staff to be fixed prior to the commission voting.

*Bolin* said that he has concerns with the off-street parking portion of the variance request as that section of Davis is very tight and that there is an active snow dump adjacent to this lot. *Harrison* also had a concern about the parking situation but was still open to variance and was curious what possible alternatives could be. *Johnson* suggested the commission could put an approval condition such as having to move on certain days of the week or something similar.

*Bird* asked if the commission minds hearing from the applicant. Commission had no objections.

*Hoover* said that she did not think a variance was necessary for the south deck due to the stairway easement, and that for parking the location she had suggested was the spot that neighbors had told her was the traditional spot that has been used for this lot. *McGann* clarified that his concern was not with the stairs, but with the deck that is shown adjacent to the easement. *Hoover* said that is was not her intent to have a deck directly connected to Davis Ave.

**Bird** asked what the applicants timeline was for getting this project started. **Hoover** said that she would like to get the foundation started in July. **Bird** suggested that since there appears to not be an immediate need to start construction that she would also agree that staff works with the applicant to get the site plan and application cleared up.

**Staff** asked the commission to clarify what direct they would like staff to pursue regarding the parking situation. **Bird, Bolin and Harrison** all agreed that other owners in the area have the same parking problem and that it would not be fair that one lot has a special condition.

With no further discussion the item was referred back to staff.

#### **b. PIDP North Harbor Project Concept Letter of Support**

M/Bolin S/Trumblee to support Harbor Commission resolution 04-22-01 and to recommend that the City Council pass a resolution supporting the concept for grant application.

**Bolin** said this project is a no brainer and that he is in support of the project.

**Trumblee** said she is in support of this.

**McGann** asked for some information on why the Forest Service float is being removed and what is being done to accommodate them. **Johnson** said that the Harbor Commission believes that the existing location is poor use of the space and that with the new project design its location creates pinch points and makes navigating in the area more difficult. Staff has looked into other locations for their boats such as the State of Alaska's dock, in normal slips, or finding another location for their float to be relocated.

**Hall** voiced concerns that if the city does not accommodate the Forest Service they could possibly complain to the right people in D.C. and push to get the grant application rejected. **Johnson** said that staff is actively working with the Forest Service to find a place for them within the harbor and address their concerns.

**Harrison** said that she does not see a need for the Forest Service to have their own float.

**Bird** said that she is concerned that we may lose the entire grant by stirring things up with the Forest Service.

**Bolin** asked if there are any other net mending float areas currently. Staff explained that the airplane float is typically used for net mending, but that float is being removed and not replaced as part of the South Harbor Rebuild.

**McGann** said that it seemed that the sidewalk running down railroad should be on the east side of the road as originally proposed as the west side has a lot of activity with the cannery right in that area.

McGann made a motion to amend the main motion by removing the Forest Service float portion from Harbor Commission resolution.

M/McGann S/Hall to amend the main motion to remove the language regarding the Forest Service float removal from the Planning Commission's support of the Harbor Commissions resolution.  
Upon voice vote, motion failed 3-3.

Yea: *Bird, McGann, Hall*  
No: *Trumblee, Harrison, Bolin*  
Absent: *Lohse*

*Bird* called for the vote on the main motion

Upon voice vote, motion passed 5-1.  
Yea: *Bird, McGann, Bolin, Trumblee, Harrison*  
No: *Hall*  
Absent: *Lohse*

*Johnson* requested the commission take a five-minute recess.

*Bird* called a five-minute recess with no objection at 7:52.

*Bird* called the meeting back to order at 7:55.

**c. Land Disposal Code CMC 5.22 Update Discussion**

All commissioners were in agreement with the proposed code updates and they said they are ready to have a resolution brought before them to recommend the City Council update the code as staff suggests.

**11. PENDING CALENDAR**

No comments

**12. AUDIENCE PARTICIPATION**

No Comments

**13. COMMISSION COMMENTS**

*Bird* welcomed *Harrison* to the commission and looks forward to working with her, other commissioners echoed this.

*Trumblee* thanked staff for the work on the agenda tonight and all that they do, other commissioners seconded this.

*Harrison* thanked everyone and said she is excited to be a part of this.

**14. ADJOURNMENT**

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

Approved:

*M. Harrison*  
FOR Tania Harrison, Chair

*K. Johnson*  
Kevin Johnson, City Planner