

**PLANNING COMMISSION REGULAR MEETING
TUESDAY OCTOBER 10, 2023 AT 6:30 PM
CORDOVA CENTER COMMUNITY ROOMS A & B**

Chair

Tania Harrison

Vice Chair

Mark Hall

Commissioners

Tom McGann

Chris Bolin

Trae Lohse

Sarah Trumblee

Kris Ranney

City Planner

Kevin Johnson

AGENDA

1. CALL TO ORDER

2. ROLL CALL

Chair Tania Harrison, Commissioners Tom McGann, Chris Bolin, Trae Lohse, Mark Hall, Sarah Trumblee, and Kris Ranney

3. APPROVAL OF AGENDA

4. APPROVAL OF CONSENT CALENDAR

- a. Record excused absence for Tania Harrison, and Sarah Trumblee from the August 15, 2023 special meeting

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 (Verbal)

9. UNFINISHED BUSINESS

10. NEW BUSINESS

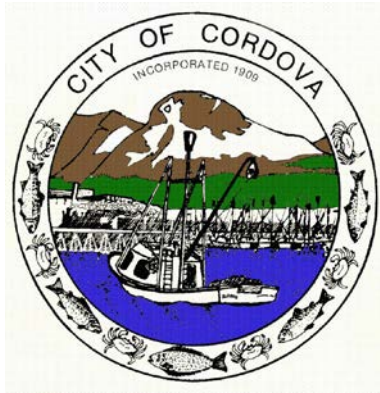
- a. Letter of Interest – The Jump, for a portion of Lot 1, Block 7A, Tidewater Development ParkPage 1
- b. Resolution 23-03 – 2023 Capital Improvement Projects List.....Page 9
- c. Accessory Dwelling Unit Code DiscussionPage 16

11. AUDIENCE COMMENTS

12. COMMISSION COMMENTS

13. ADJOURNMENT

You may submit written public comments via email to 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 4:30 p.m. on the day of the meeting



AGENDA ITEM # 10a
Harbor Commission Meeting Date: 10/10/23

HARBOR COMMISSION COMMUNICATION FORM

FROM: Kevin Johnson, City Planner
DATE: 10/10/23
ITEM: Letter of Interest from Stephanie Rusinski, for a portion of Lot 1, Block 7A, Tidewater Development Park
NEXT STEP: Recommendation to City Council on Approving a Multi-Year Lease

INFORMATION
 MOTION
 RESOLUTION

I. REQUEST OR ISSUE:

Requested Actions: Recommendation to City Council on Approving a Multi-Year Lease
Applicant: Stephanie Rusinski
Legal Description: A portion of Lot 1, Block 7A, Tidewater Development Park
Area: Approximately 600 Sq. Ft.
Zoning: Unzoned
Attachments: Location Map
Letter of Interest
Applicant Response to Additional Questions

II. RECOMMENDED ACTION / NEXT STEP:

Staff has provided the following motion for the Planning Commission to consider to open the agenda item

for discussion:

“I move to recommend to City Council to dispose of a portion of the Lot 1, Block 7A, Tidewater Development Park 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 Jump” 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.

Alternate motion:

“I move to recommend the City Council does not dispose of the requested space at Lot 1, Block 7A, Tidewater Development Park for the proposed use”

III. FISCAL IMPACTS:

The city would increase lease revenue by collecting 12 months of rent vs the 6 months that The Jump currently operates.

IV. BACKGROUND INFORMATION:

Since 2017 a portion of the Breakwater Fill Lot has been leased for part of the year by Stephanie Rusinski to operate “The Jump” during fishing season. This has typically been from April through September. At the end of each season she has been required to remove The Jump from the lot.

Stephanie has now requested to lease the space on a continuous basis so that The Jump can be operated year-round, and to avoid causing damage to the structure from moving it on and off the lot each year. She is requesting a lease term of five years.

The reason that this is going through the land disposal process is due to the fact that she is now requesting a long term and year-round lease. She has previously entered into short term leases which are administratively approved when they are less than one year.

Public Works has been consulted and the streets crew believes that there should not be a conflict with their use of the lot as a snow dump when needed. She will be responsible for obtaining her own snow removal services to keep her business operational. Also, as a part of the lease she will be required to coordinate with the streets department to determine how her snow should be plowed and stored to avoid conflict with city snow removal needs.

The Harbor Commission reviewed the letter of interest at their 9/13/23 meeting. At that meeting they voted unanimously to recommend to the council that a year-round long-term lease be granted to “The Jump”. Some questions that they did raise were related to fresh water and grey water removal during freezing temperatures as well as the structures ability to handle the winter north winds. Staff said they would follow up with the applicant regarding those items. Stephanie’s responses to the questions are attached to this memo.

VI. LEGAL ISSUES:

Legal review of a lease would be required prior to the council acting on the lease.

VII. SUMMARY AND ALTERNATIVES:

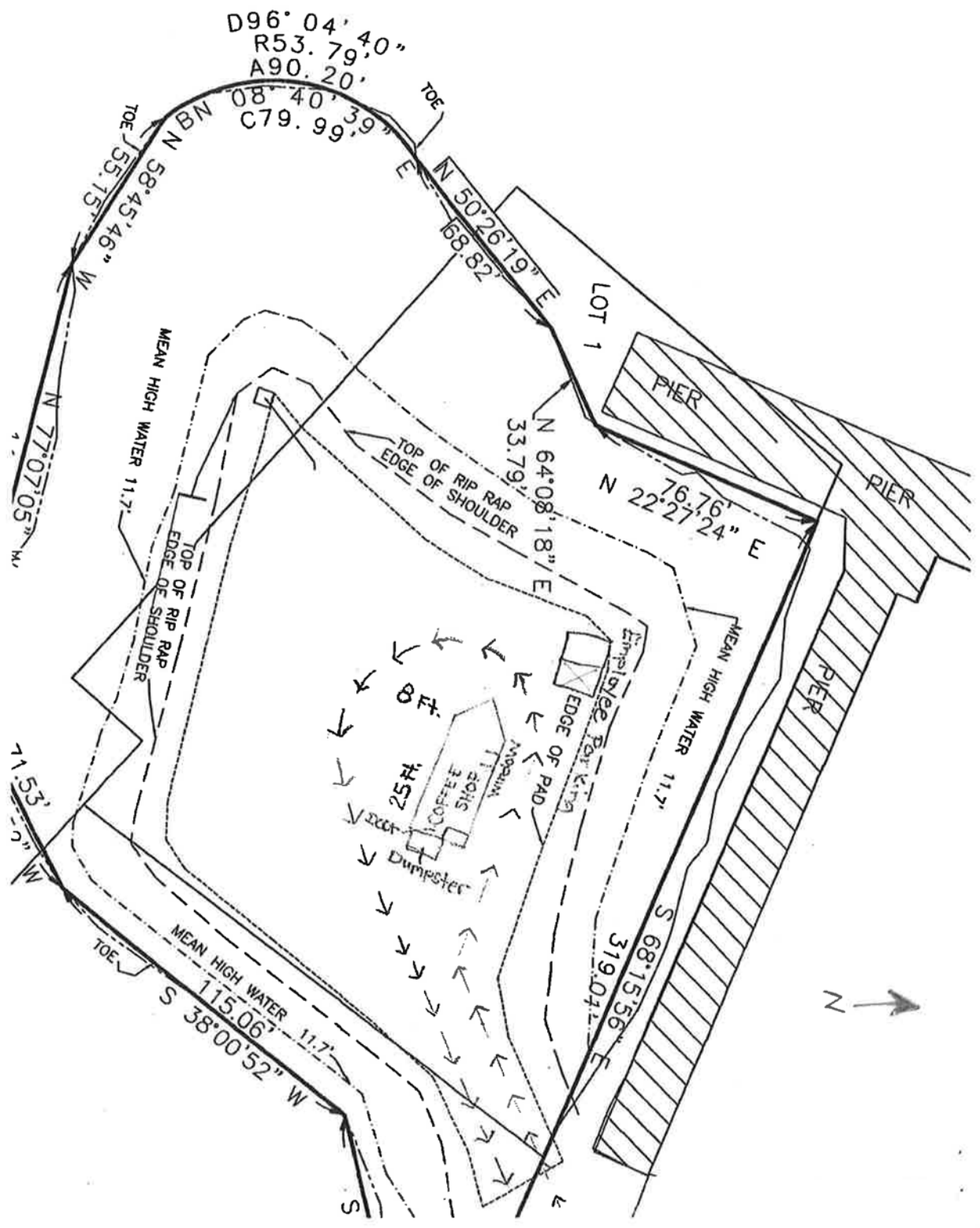
The Planning Commission may make a motion to recommend or not recommend a multi-year lease.

Dear City of Cordova,

My name is Stephanie Rusinski, owner/operator of The Jump Espresso & More. I have the privilege of operating my seasonal coffee shop on the breakwater city lot, 6 months out of the year. I'm writing a proposal in regards of renting the city lot for a long term lease. Along with being able to operate in the winter seasons as well. We just finished up our 7th season of operation. Each year we have the building moved off the city lot. Moving the building twice each year, I am concerned about the damage its causing the structure. It's also hard on the equipment we use to generate revenue. We would like to keep the building on the lot through the winter and be a business in Cordova that operates year round. Bringing in year round tax revenue along with the joy it would bring many people of Cordova, please consider.

Thank you for your time
Best regards ~
Stephanie Rusinski





On Tue, Oct 3, 2023 at 1:55 PM Kevin Johnson <planning@cityofcordova.net> wrote:

Hey Stephanie,

I have a couple follow up questions about your plans for The Jump to be ran year-round.

1. With your business not being connected to the water / sewer system you have exterior tanks for your fresh and grey water, how will you handle these systems once the temperature drops below freezing?
2. As I am sure you know, there are extreme north winds that rip through that area and other businesses have had structural failures due to these winds. What do you plan to do to make your structure more permanent since it will be there year-round? How will you protect the building from moving or blowing away/over due to the north winds?

Please get your responses back to me ASAP as I will need this information at the Planning Commission next Tuesday.

Thanks,

Kevin Johnson

City Planner

City of Cordova

907-424-6220



From: stephanie rusinski <thejump76@gmail.com>

Sent: Tuesday, October 3, 2023 1:23 PM

To: Kevin Johnson <planning@cityofcordova.net>

Subject: Re: Long Term Lease for Breakwater Lot

Good questions.

That little shack is jammed packed with heavy equipment. We have been through many wind storms, once a 100 mph wind storm that sent a tied up boat out of the harbor and flipped it on to spike island.

Our shack remained in perfect condition. I strongly believe it will be safe. We also carry full covered insurance.

As far as freezing temperatures.

I've been observing the winters for the last 7 years. Those temperatures are always questionable but don't really seem to be in effect all of the time, usually only fluctuating through December, January or February.

But also rains a lot.

As of now we plan to operate when it's not freezing and will visit that issue when it approaches. Figuring out how to insulate our fresh water tank we use in the back of our truck.

The grey water I'm not worried about. It's inside our insulated shop that will have a heater along with the hot oven and coffee machine that produce very hot temperatures. If we can't empty our tank we will just wait for the days everything thaws and not be open. We have money saved for the months of rent owed to the city even if we are not up and running you will still be paid the expenses owed. But that's worse case scenario.

I strongly believe we will figure out a way.

Looking back at all the winters I have seen mostly a great opportunity to be an operating business.

Definitely not letting the freezing temperatures or wind storms stopping us.

Let me know if there are any other concerns.

Thank you for your time!



AGENDA ITEM # 10b
Planning Commission Meeting Date: 10/10/23

PLANNING COMMISSION COMMUNICATION FORM

FROM: Kevin Johnson, City Planner
DATE: 10/10/23
ITEM: Resolution 23-03 – 2023 Capital Improvement Projects List
NEXT STEP: Discuss CIP List and Pass Resolution

INFORMATION
 MOTION
 RESOLUTION

I. REQUEST OR ISSUE:

The Planning Commission is required by the City Code to:

Submit annually to the city council, not less than ninety days prior to the beginning of the budget year, a list of recommended capital improvements which in the opinion of the commission are necessary or desirable to be constructed during the forthcoming three-year period. Such list shall be arranged in order of preference, with recommendations as to which projects shall be constructed in which year (CMC 3.40.080 E).

II. RECOMMENDED ACTION / NEXT STEP:

The current draft of Resolution 23-03 contains the same items that were forwarded to the City Council in the 2022 Capital Improvements Projects list, resolution 22-05 as they remain unfunded at this time. After making the motion to approve the resolution, the commission can discuss and make changes to the list if so desired.

“I move to approve Resolution 23-03.”

III. FISCAL IMPACTS:

Fiscal impacts have not been determined as each project cost varies widely. City Council will determine which if any of the items on the list should be explored further including cost estimates.

IV. BACKGROUND INFORMATION:

Below is the CIP list from the 2022 planning commission CIP list that was submitted to council for their consideration. Staff has no additional projects to add to this list, except number 8, which had its scope expanded to Third Street. Item 5 has also been adjusted to better encompass the full north harbor upgrades proposed in the PIDP grant.

1. **E-911 Addressing Implementation Phase II**
 - Acquire and integrate new hardware to fully utilize the new E-911 addressing.
2. **Chase Ave updates – Copper River Hwy intersection to Lefevre Street Intersection**
 - Project would include paving street, ADA sidewalks, drainage improvements and utility upgrades.
 - Preliminary design work has been completed making it “shovel ready” for grant applications. Final costs to be determined.
3. **Wastewater Treatment Plant – Additional Treatment Capability and General Upgrades**
 - The existing treatment plant needs additional treatment capability for high flow and general upgrades. Last upgrades done in 1999-2000
4. **Preliminary Engineering for 7th Street updates – Lake Ave Intersection to Adams Ave Intersection**
 - Design shovel-ready project to include paving street, ADA sidewalks, and drainage improvements
 - This area is in need of major upgrades to better control stormwater runoff and pedestrian facilities are needed due to the dense population from the USCG housing and townhomes, as well as the close proximity to the elementary school.
5. **Cordova North Harbor Efficiency and Resiliency Project**
 - construct a protective bulkhead along Breakwater Ave to allow for the creation of usable uplands for laydown and truck staging, multimodal pathway connecting the north and south harbors, and increase parking. The project would also include the creation of a floating fuel dock in the harbor
 - Preliminary design completed as part of the PIDP grant application.
 - This “shovel ready” project should remain on the CIP list until grant funding is awarded.
6. **Design and Construction of a new Public Safety Building**
 - Create shovel-ready project providing public safety, additional parking, and ADA accessible sidewalks to be used in grant/loan applications
7. **Railroad Avenue – Nicholoff Intersection to Council Intersection**
 - Preliminary design completed as part of the PIDP grant application
 - Includes paving street, ADA sidewalks, and drainage improvements
 - This “shovel ready” project should remain on the CIP list until grant funded is awarded.
8. **Preliminary Engineering for Council Avenue Upgrades – Railroad Intersection to Third Street Intersection**
 - Design shovel-ready project to include paving street, ADA sidewalks, and drainage improvements
9. **Update Code Titles 17 and 18**
 - Updates needed to both the subdivision and zoning code to help encourage the development of residential and commercial properties.

V. LEGAL ISSUES:

N/A

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

N/A

VII. ATTACHMENTS:

- A. Draft Resolution 23-03 2023 Planning Commission CIP List
- B. Resolution 22-05 2022 Planning Commission CIP List

**CITY OF CORDOVA, ALASKA
PLANNING COMMISSION
RESOLUTION 22-05**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CORDOVA, ALASKA,
RECOMMENDING A CAPITAL IMPROVEMENT PROJECTS LIST TO THE CITY COUNCIL**

WHEREAS, the City of Cordova's Planning Commission is directed by Cordova Municipal Code 3.40.080(E) to *Submit annually to the City Council, not less than ninety days prior to the beginning of the budget year, a list of recommended capital improvements which in the opinion of the commission are necessary or desirable to be constructed during the forthcoming three-year period. Such list shall be arranged in order of preference, with recommendations as to which projects shall be constructed in which year;* and

WHEREAS, the City of Cordova's Planning Commission has identified and prioritized a Capital Improvement List that will benefit the citizens of Cordova; and

WHEREAS, the City of Cordova's Planning Commission has identified the following Capital Improvement List as being critical to the future wellbeing and economy of Cordova and the surrounding area:

- 1. E-911 Addressing Implementation Phase II**
 - Acquire and integrate new hardware to fully utilize the new E-911 addressing that is currently under development.
- 2. Chase Ave – Copper River Hwy intersection to Lefevre Street Intersection**
 - Project would include paving street, ADA sidewalks, drainage improvements and utility upgrades.
- 3. Wastewater Treatment Plant – Additional Treatment Capability and General Upgrades**
 - The existing treatment plant needs additional treatment capability for high flow and general upgrades. Last upgrades done in 1999-2000
- 4. Preliminary Engineering 7th Street – Lake Ave Intersection to Adams Ave Intersection**
 - Design shovel-ready project to include paving street, ADA sidewalks, and drainage improvements
 - This area needs major upgrades to better control stormwater runoff and pedestrian facilities are needed due to the dense population from the USCG housing and townhomes, as well as the proximity to the elementary school.
- 5. Parking and Walkway upgrades for North Harbor**
 - Increase parking along Breakwater Avenue and provide a much-needed pedestrian connection between the north and south harbor.
- 6. Design and Construction of a new Public Safety Building**
 - Create shovel-ready project providing public safety, additional parking, and ADA accessible sidewalks to be used in grant/loan applications
- 7. Railroad Avenue – Nicholoff Intersection to Council Intersection**
 - Includes paving street, ADA sidewalks, and drainage improvements
- 8. Preliminary Engineering Council Avenue – Railroad Intersection to First Street Intersection**
 - Design shovel-ready project to include paving street, ADA sidewalks, and drainage improvements
- 9. Update Code Titles 17 and 18**
 - Updates needed to both the subdivision and zoning code to help encourage the development of residential and commercial properties.

NOW, THEREFORE BE IT RESOLVED THAT the Planning Commission of the City of Cordova, Alaska hereby recommends a capital improvement list to the City Council.

PASSED AND APPROVED THIS 11TH DAY OF OCTOBER, 2022



for Nancy Bird, Chair

ATTEST:



Kevin Johnson, City Planner

**CITY OF CORDOVA, ALASKA
PLANNING COMMISSION
RESOLUTION 23-03**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CORDOVA, ALASKA,
RECOMMENDING A CAPITAL IMPROVEMENT PROJECTS LIST TO THE CITY COUNCIL**

WHEREAS, the City of Cordova’s Planning Commission is directed by Cordova Municipal Code 3.40.080(E) to *Submit annually to the City Council, not less than ninety days prior to the beginning of the budget year, a list of recommended capital improvements which in the opinion of the commission are necessary or desirable to be constructed during the forthcoming three-year period. Such list shall be arranged in order of preference, with recommendations as to which projects shall be constructed in which year;* and

WHEREAS, the City of Cordova’s Planning Commission has identified and prioritized a Capital Improvement List that will benefit the citizens of Cordova; and

WHEREAS, the City of Cordova’s Planning Commission has identified the following Capital Improvement List as being critical to the future wellbeing and economy of Cordova and the surrounding area:

- 1. E-911 Addressing Implementation Phase II**
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 - The existing treatment plant needs additional treatment capability for high flow and general upgrades. Last upgrades done in 1999-2000
- 4. Preliminary Engineering 7th Street – Lake Ave Intersection to Adams Ave Intersection**
 - Design shovel-ready project to include paving street, ADA sidewalks, and drainage improvements
 - This area needs major upgrades to better control stormwater runoff and pedestrian facilities are needed due to the dense population from the USCG housing and townhomes, as well as the proximity to the elementary school.
- 5. Cordova North Harbor Efficiency and Resiliency Project**
 - construct a protective bulkhead along Breakwater Ave to allow for the creation of usable uplands for laydown and truck staging, multimodal pathway connecting the north and south harbors, and increase parking. The project would also include the creation of a floating fuel dock in the harbor
 - Preliminary design completed as part of the PIDP grant application.
 - This “shovel ready” project should remain on the CIP list until grant funding is awarded.
- 6. Design and Construction of a new Public Safety Building**
 - Create shovel-ready project providing public safety, additional parking, and ADA accessible sidewalks to be used in grant/loan applications
- 7. Railroad Avenue – Nicholoff Intersection to Council Intersection**
 - Includes paving street, ADA sidewalks, and drainage improvements
- 8. Preliminary Engineering Council Avenue – Railroad Intersection to Third Street Intersection**
 - Design shovel-ready project to include paving street, ADA sidewalks, and drainage improvements
- 9. Update Code Titles 17 and 18**
 - Updates needed to both the subdivision and zoning code to help encourage the development of residential and commercial properties.

NOW, THEREFORE BE IT RESOLVED THAT the Planning Commission of the City of Cordova, Alaska hereby recommends a capital improvement list to the City Council.

PASSED AND APPROVED THIS 12TH DAY OF SEPTEMBER, 2023

ATTEST: Tania Harrison, Chair
Kevin Johnson, City Planner

DRAFT



AGENDA ITEM # 10c
Planning Commission Meeting Date: 10/10/23

PLANNING COMMISSION COMMUNICATION FORM

FROM: Kevin Johnson, City Planner
DATE: 10/10/23
ITEM: Accessory Dwelling Unit Code Discussion
NEXT STEP: Discuss Addition of an Accessory Dwelling Unit Code and its Contents

INFORMATION
 MOTION
 RESOLUTION

I. REQUEST OR ISSUE:

Commission is asked to review the contents of this memo and then have a discussion regarding accessory dwelling units (ADU) and if there is a need for a specific ADU code. Staff hopes to find some form of commission consensus that directs next steps.

II. RECOMMENDED ACTION / NEXT STEP:

The chair should open the agenda item for discussion. No motion necessary.

III. FISCAL IMPACTS:

N/A

IV. BACKGROUND INFORMATION:

Detached accessory dwelling units are often a cost-effective way for a property owner to provide additional housing to the community, increase their property value, and bring a bit of extra income from renting the unit out. One major benefit of allowing for the construction of detached ADUs is infill development. That is they utilize existing infrastructure and take advantage of the existing developable space that may not be able to accommodate a full size home.

The city code allows for up to a triplex in Low Density Residential zones and allows for multifamily dwellings (4+ dwellings) in the Medium Density, High Density (which there is no area in town zoned this) and business districts. These duplexes, triplexes, and multifamily dwellings are all referred to as being a single structure in the city code. While the code does not explicitly ban detached ADUs, they have been required to get a Conditional Use Permit (CUP).

Staff asks that at a minimum, the commission discuss the following:

1. Should code language be added to clearly allow for detached ADUs?
 - a. In all residential / business zones?
2. If ADUs are allowed, is a CUP necessary or should this additional barrier be removed?
3. What specific ADU restrictions should there be?
 - a. Max height
 - b. Max square footage
 - c. Number allowed on a single lot
 - d. Parking
 - e. Appearance / Aesthetics
 - f. Etc.
4. Should council consider providing financial incentives (such as tax breaks or direct financial assistance) for construction of ADUs?
 - a. If financial incentives are provided should the ADUs be restricted to long term rentals only for a period of time or could they be used for short term as well?

V. LEGAL ISSUES:

No anticipated legal issues currently. Any ordinance would be reviewed by the city's legal counsel before being put before the city council for a final decision.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

N/A

VII. SUMMARY AND ALTERNATIVES:

N/A

VII. ATTACHMENTS:

- A. Kodiak ADU Code
- B. Anchorage ADU Handout
- C. Juneau Accessory Apartment Approval Process
- D. 2018 – 2023 Building Permit Logs

Chapter 17.160

ACCESSORY BUILDINGS AND ACCESSORY DWELLING UNITS

Sections:

- 17.160.010 Intent.**
- 17.160.020 Definition.**
- 17.160.030 Permitted districts.**
- 17.160.040 Height limit.**
- 17.160.050 Area.**
- 17.160.060 Setbacks.**
- 17.160.070 Accessory dwelling units.**

17.160.010 Intent.

It is the intent of this chapter to set forth standards for the size and location of accessory buildings and accessory dwelling units. Hoop houses shall not be subject to the limitations of this chapter in all zoning districts where hoop houses are permitted. [Ord. FY2017-21 §2, 2017; Ord. FY2012-10 §12, 2012; Ord. 90-31 §2, 1990; Ord. 82-14-O(A) §2, 1982. Formerly §17.51.010].

17.160.020 Definition.

“Accessory building” means:

- A. A detached building, the use of which is appropriate, subordinate and customarily incidental to that of a main building, located on the same lot as the main building and which is not designed or intended to be used for living or sleeping purposes.
- B. An accessory building shall be considered to be a part of the main building when joined to the main building by a common wall not less than four feet long or by a roofed passageway which shall not be less than eight feet in width.
- C. Any structure, regardless of type of foundation or base support, including skid-mounted or other movable structure, that also requires a building permit for construction. A minor structural development that does not require a building permit is not regulated by this chapter.
- D. A nonmotorized container van when used for the sole purpose of storing emergency response equipment in the Kodiak Island Borough and not placed on a permanent foundation. [Ord. FY2017-21 §2, 2017; Ord. 01-01 §2; Ord. 90-31 §2, 1990; Ord. 82-14-O(A) §2, 1982. Formerly §17.51.020].

17.160.030 Permitted districts.

- A. Accessory buildings are permitted in all land use districts that specifically allow for them.
- B. In residential zoning districts, no accessory building shall be located on any lot in the absence of a main building used as a residence; except that in the case of a vacant lot, zoning compliance for an accessory building (used solely for the storage of tools and materials needed for the construction of the permitted residence) may be issued at the same time zoning compliance and a building permit are issued for a residence.
- C. An accessory building as defined by KIBC [17.160.020\(D\)](#) is permitted in all zoning districts with authorization from the local municipality and issuance of a zoning compliance permit. [Ord. FY2017-21 §2, 2017; Ord. 01-01 §3; Ord. 90-31 §2, 1990; Ord. 82-14-O(A) §2, 1982. Formerly §17.51.030].

17.160.040 Height limit.

The maximum height of an accessory building is 35 feet. An exception to this section is any structure that meets the definition of an amateur radio antenna as outlined in AS [29.35.141](#). [Ord. FY2017-21 §2, 2017; Ord. 2006-08 §2; Ord. 90-31 §2, 1990; Ord. 82-14-O(A) §2, 1982. Formerly §17.51.040].

17.160.050 Area.

- A. The maximum lot coverage of the total of all accessory buildings on a lot shall not exceed 10 percent of the area of a lot except that on any lot of record, accessory buildings may cover a maximum of 600 square feet of the lot or 10 percent of the area of the lot, whichever is greater.
- B. Accessory dwelling units are exempt from the lot coverage limitations of this section. [Ord. FY2017-21 §2, 2017; Ord. 90-31 §2, 1990; Ord. 82-14-O(A) §2, 1982. Formerly §17.51.050].

17.160.060 Setbacks.

The minimum yard setback requirements for accessory buildings and accessory dwelling units are those established for the zoning district in which the accessory building or accessory dwelling unit will be located. [Ord. FY2017-21 §2, 2017; Ord. 90-31 §2, 1990; Ord. 82-14-O(A) §2, 1982. Formerly §17.51.060].

17.160.070 Accessory dwelling units.

- A. *Intent.* Accessory dwelling units (ADUs) add options and housing choice in residential neighborhoods and can be an effective way to add affordable housing to existing neighborhoods. ADUs also provide a flexible way to

address family needs for additional housing. ADUs are not intended for use as transient housing and shall not be permitted for use as a bed and breakfast.

1. ADUs are not intended to allow a two-family residence in any single-family residential zoning district.
2. ADUs are not intended to circumvent the parking requirements for a two-family dwelling (duplex) in the R-2 zoning district.

B. *Permitted Uses.*

1. ADUs are a permitted use in the following residential zoning districts:
 - a. Chapter [17.50](#) KIBC, C – Conservation District;
 - b. Chapter [17.60](#) KIBC, RR2 – Rural Residential Two District;
 - c. Chapter [17.70](#) KIBC, RR1 – Rural Residential One District (attached);
 - d. Chapter [17.75](#) KIBC, R1 – Single-Family Residential District (attached);
 - e. Chapter [17.80](#) KIBC, R2 – Two-Family Residential District.

C. *Conditional Uses.*

1. ADUs are a conditional use in the following residential zoning districts:
 - a. Chapter [17.65](#) KIBC, RR – Rural Residential District;
 - b. Chapter [17.70](#) KIBC, RR1 – Rural Residential One District (detached);
 - c. Chapter [17.75](#) KIBC, R1 – Single-Family Residential District (detached).

D. *Development Standards for ADUs.*

1. Only one ADU shall be permitted on a lot.
2. *Location.* An ADU may be attached to or located within a single-family residence or within a detached accessory building on the same lot as the single-family residence or as a separate structure on that lot. If the ADU is located within a single-family dwelling, there shall only be one entrance to the front of the house. Separate entrances to an ADU located within the principal dwelling or attached to it are permitted at the side or the rear of the principal dwelling unit.
3. ADUs are required to comply with all applicable building and fire code requirements.
4. *Water Supply and Wastewater Disposal.* The accessory dwelling unit must have a bathroom and shall share the same sewage disposal and water supply systems (e.g., a well and septic system or connection to public water and sewer) as the principal dwelling unit unless separate sewer and water connections are required by

the city of Kodiak, ADEC, or the communities of Ahkiok, Karluk, Larsen Bay, Old Harbor, Ouzinkie, or Port Lions.

5. *Parking.*

a. Five off-street parking spaces are required for any lot with an ADU that is 600 square feet or less (three for the existing dwelling unit and two for the ADU).

b. Six off-street parking spaces are required for any lot with an ADU that is greater than 600 square feet (three for the existing dwelling unit and three for the ADU).

6. *Size Limit.*

a. An ADU shall be limited to 575 square feet or less in the R1 and R2 districts. In all other districts an ADU shall be limited to 725 square feet or less.

b. Mobile homes, recreational vehicles, campers, and travel trailers are not permitted to be used as an ADU.

7. The owner of the property shall live in the principal dwelling or the ADU.

8. No new access points or driveways shall be created or installed for access to the ADU.

9. *Nonconforming Structures.*

a. ADUs may be located within an existing single-family detached dwelling that is nonconforming with respect to required setbacks, provided the ADU requirement for off-street parking is met.

b. ADUs are prohibited in any accessory structure that is nonconforming with respect to required setbacks.

10. *Access for Emergency Services Providers.*

a. The zoning compliance permit and site plan for an ADU must show the location of an unobstructed route of travel from the street to the ADU entrance.

b. Exterior doors and openings required by this code or the IBC shall be maintained readily accessible for emergency access by the fire department. An approved access walkway leading from the apparatus access roads to exterior openings shall be provided when required by the fire code official.

11. *Variances.* Nothing in this section guarantees any property owner the right to create an accessory dwelling unit unless it conforms to all provisions in this section and in the section for the zoning designation of the specified lot. Limitations due to natural features, lot size, lot dimensions, building layout, or other physical or environmental factors shall not be reasons for granting a variance from the standards and provisions of this section and the section for the zoning designation of the specified lot. No variances shall be granted for the creation of an attached or detached accessory dwelling unit. [Ord. FY2019-20 §2, 2019; Ord. FY2017-21 §2, 2017].

The Kodiak Island Borough Code is current through Ordinance FY2024-02, and legislation passed through June 15, 2023.

Disclaimer: The borough clerk's office has the official version of the Kodiak Island Borough Code. Users should contact the borough clerk's office for ordinances passed subsequent to the ordinance cited above.

[Borough Website: www.kodiakak.us](http://www.kodiakak.us)

[Borough Telephone: \(907\) 486-9300](tel:(907)486-9300)

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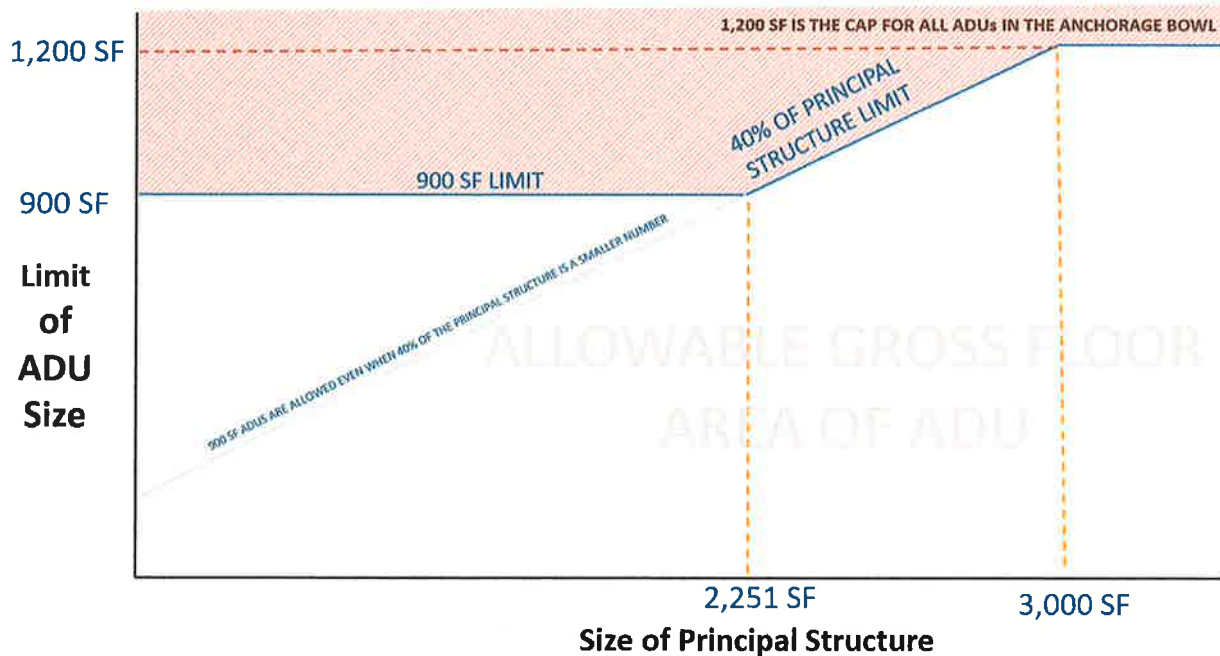
MUNICIPALITY OF ANCHORAGE

DEVELOPMENT SERVICES DEPARTMENT



BUILDING SAFETY

Policy AG.37 Guide to Accessory Dwelling Units



What is an accessory dwelling unit (ADU)?

An accessory dwelling unit (ADU) is defined in Anchorage Municipal Code (AMC 21.05.050D.1.a) as:

“An additional dwelling unit added to, created within, or detached from dwelling on a parcel, which provides basic requirements for living, sleeping, cooking, and sanitation. The unit may have a separate exterior entrance or an entrance to an internal common area accessible to the outside.”

Where are ADUs allowed?

Anchorage Bowl (AMC 21.05.060D.1.):

- **Zones:** ADUs are allowed in all residential and commercial zones wherever there is another dwelling.
- **Size:** ADUs may be either 40% of the primary structure or 900 square feet, whichever is larger, up to a maximum of 1200 square feet.
- **Height:** Maximum height of a detached ADU is 25 feet, unless an ADU is over a garage in which case it is 30 feet.

- **Setbacks:** ADUs are subject to the same setback restrictions as the principal structure in a zone except that an ADU may encroach into the side or rear setback abutting an alley. Detached accessory units taller than 15 feet shall adhere to a 10-foot side setback abutting a neighboring R-1 or R-1A lot.
- **Owner Occupancy:** Owner occupancy is not required.

Chugiak-Eagle River (AMC 21.10.050H.1.):

- **Zones:** ADUs are allowed in all residential districts, except for the CE-R-3 district. In CE-R-1 and CE-R-1A districts, the ADU must be attached to the single-family structure.
- **Size:** ADUs may be up to 1,000 square feet or 40% of the gross floor area of the principal dwelling unit, whichever is larger.
- **Height:** Detached ADUs shall not exceed the height of the principal structure.
- **Setbacks:** Setbacks are the same as those of the underlying district.
- **Owner Occupancy:** Owner occupancy is not required.
- **Access:** ADUs shall share a common driveway with the principal dwelling unit or have access from an alley.

Girdwood (AMC 21.09.050C.2.a.):

- **Zones:**
 - **Residential:** Only one accessory dwelling unit, as defined in section 21.05.070D., shall be allowed on any single-family residential lot. The accessory dwelling unit may be a rental unit. Accessory Dwelling Units are not allowed in the gR-5 zoning district per Table 21.09-3.
 - **Commercial:** gC-3, gC-4, gC-6
 - **Resort:** gRST-1, gRST-2
- **Size:** ADUs shall be no larger than 900 square feet.
- **Height:** Accessory Dwelling Units shall not exceed 35 feet in height, nor be greater than twice the height of the primary dwelling unit
- **Setbacks:** The side and rear setback flexibility allowed in Table 21.09-5 shall not apply to accessory units taller than 15 feet.
- **Owner Occupancy:** Owner occupancy is not required.
- **Bedrooms:** ADUs may not have more than 2 bedrooms.

Applying for an ADU permit:

When applying for an ADU permit, the landowner must obtain a building or land use permit from the Development Services Department prior to construction of the ADU.

1. Check through this handout to make sure you understand and meet all the requirements for the type of ADU you wish to build.
2. Look at Building Safety Handout R.01 for permit submittal requirements (www.muni.org/bsd, then click the Handouts link).
3. Bring the submittal requirements to the Building Safety Department at 4700 Elmore Road. Fill out the permit application and pay the applicable building or land use permit fees.
4. Building plans are reviewed and when they are approved, a building permit will be issued. After you pick up your permit, construction can begin.

Other things you should know...

- For purposes of securing financing, potential owners may request and receive a letter of pre-approval from the Municipality indicating the property is eligible for an ADU permit, if the potential owner completes the application process and construction in accordance with municipal code. Contact the Land Use Review Division at 343-8380 for more information.
- Approval of the ADU expires when:
 - The ADU is altered and is no longer in conformance with municipal code or
 - The ADU is abandoned by the owner through written notification to the Municipality on a form provided by the Municipality.

Where to obtain the ADU Zoning Regulations

This handout is advisory only. The complete text of the ADU regulations may be found in three sections of Anchorage Municipal Code: 21.05 (Anchorage/Turnagain Arm), 21.09 (Girdwood), 21.10 (Chugiak-Eagle River) available online at: www.muni.org (click on "Zoning, Regs & Codes" located under the "Business" tab.) For additional questions regarding zoning regulations for ADUs, please call the Land Use Plan Review Section at 343-8380.

Building Code Regulations for Establishing an ADU

Under the International Residential Code (IRC), a two-family dwelling requires a one-hour fire separation and sound attenuating construction between the dwelling units. A two-family dwelling cannot share a forced air heating system per the International Mechanical Code (IMC) and International Fuel Gas Code (IFGC). Per the National Electrical Code (NEC), each dwelling in a two-family dwelling requires a separate electrical panel supplying all circuits within the dwelling unit so that occupants in each dwelling have ready access to over-current devices. These requirements can be onerous when converting a single-family home to a two-family home. One can however establish an ADU without meeting these requirements if the ADU *communicates freely* with the primary dwelling unit.

AMC 23.85.R302.3 - *Two-family dwellings* states the following:

A detached single family dwelling unit with ADU (Accessory Dwelling Unit) is considered to be a two-family dwelling, unless the ADU communicates freely with the single-family dwelling unit.

Communicates freely means a permanent opening with or without a door allowing free internal passage between the ADU and primary dwelling.

Under this scenario the home is considered a single-family dwelling and AMC Title 23 building code requirements specific to two-family dwellings do not apply. The required smoke detectors must be interconnected in accordance with the IRC to simultaneously alarm within the ADU and primary dwelling. The occupants in the ADU and primary dwelling must have continuous ready access to the over-current devices (electrical panel) serving all circuits within their dwelling. If access between the ADU and primary dwelling is restricted by installing locking hardware on the door intended to provide free internal passage, each dwelling must be wired such that the occupants have ready access to their over-current devices (electrical panel) at all times.

Two-family Dwellings

If it is desired to achieve an AMC Title 23 building code compliant two-family dwelling, the following information applies.

Electrical:

- Each occupant shall have ready access to all over current devices supplying that unit. (*NEC 240-24(B)*).
- Branch circuits required for the purpose of lighting, central alarm, signal, communications, or other needs for public or common areas of a two-family dwelling shall not be supplied from equipment that supplies only an individual dwelling unit (*NEC 210-25(B)*).
- Branch circuits in each dwelling unit shall supply only loads within that unit or loads associated with that unit. (*NEC 210.25 (A)*)


Mechanical:

- Return air from one dwelling unit shall not be discharged into another dwelling unit. (*2018 IFGC section 618.5 and 2018 IMC sections 403.2.1 and 601.5*)

Plumbing:

- In multi-dwelling units, one (1) or more shutoff valves shall be provided in each dwelling unit so as the water supply to the entire dwelling unit can be shut off without stopping water supply to other units. These valves shall be accessible in the dwelling units they control. Shutoff valves shall be visible and shall not exceed ten (10) feet from a crawl space access when the shut off valves are located in a crawl space. (*2018 UPC 23.25.606.3*)

For additional information please call the Municipal Development Services Department at 907-343-8211.



Ross Noffsinger, Acting Building Official
August 29, 2023
(Ref: 19-02, 20-11, 22-01)

49.25.510 - Special density considerations.

- (a) *Fractions of units.* If a density calculation results in fractions of dwelling units allowable, such fractions shall be rounded to the nearest whole number.
- (b) *Factors precluding maximum density.* The number of units allowed by section 49.25.500 is a maximum, achievement of which may be prevented by other factors, including topography, dimensional standards or dedication requirements.
- (c) *Mobile home subdivisions.* Mobile home subdivisions shall meet the density requirements of the zoning district in which they are located, regardless of the lot size allowed.
- (d) *Two-unit dwellings.*
 - (1) *Duplexes.* The minimum lot size for a duplex dwelling shall be at least 150 percent of the square footage required for a single-family dwelling in the same zoning district, except in multi-family, mixed-use, and commercial zoning districts, where duplexes may be constructed on any lot of sufficient size for two dwelling units.
 - (2) *Reserved.*
- (e) *Detached single-family dwellings.* Two detached single-family dwellings located on a single lot within the Rural Reserve D1 and D3 zoning districts shall each meet 100 percent of the applicable square-footage requirement.
- (f) *Reserved.*
- (g) *Duplex and common wall structures.* The commission, through the conditional use permit process, may allow duplex and common wall structures on lots of less than the required size if the applicant can demonstrate that the same number of dwelling units already exist on the lot or may lawfully be created on the lot as a result of the nonconforming development provisions of chapter 49.30. Applications of this provision include the following:
 - (1) Common wall subdivision lots of less than the required size may be created if the original parcel contains a common wall structure that was lawfully built and all other common wall structure requirements can be met.
 - (2) A duplex or a two unit common wall structure may be built on a pair of existing lots of record which together are less than the required size for a duplex or a two unit common wall structure, provided each of the lots could have been developed with a single-family dwelling when the lots were created.
- (h) *Building a two unit common wall structure.* The commission, through the conditional use permit process, may approve the building of a two unit common wall structure on less than the required lot area if the lot was legally platted prior to November 9, 1987; the subdivision or a portion thereof was designed specifically for two unit common wall structures; and 60 percent or more of the lots in the subdivision or of the portion thereof designed specifically for two unit common wall structures have been developed with two unit common wall structures.
- (i) *Subdivision rights-of-way.* In calculating the number of dwelling units and thereby the number of lots allowed within a proposed single-family subdivision, any proposed rights-of-way shall be included in the total square footage of the parcel. In multifamily subdivisions, rights-of-way shall not be so included.
- (j) *Single-room occupancies with private facilities.* A permit to construct single-room occupancies may be

issued by the Director or the Planning Commission, as specified in the Table of Permissible Uses, CBJ 49.25.300, if all of the requirements of this subsection are met.

- (1) Single-room occupancies shall be efficiency units not exceeding 400 square feet in net floor area.
 - (A) Areas common to more than one dwelling unit, including entry ways, furnace rooms, laundry rooms, common storage areas, and interior stairways, shall not be included in the computation of net floor area.
 - (2) Each single-room occupancy with private facilities shall count as one-half of a dwelling unit for purposes of calculating density, permitting requirements, and land use permit application fees.
- (k) *Accessory apartments.* No person shall construct or maintain an accessory apartment except in accordance with a permit issued under this section.
- (1) *Application.* Accessory apartment applications shall be submitted on a form provided by the director and shall include:
 - (A) A completed application form;
 - (B) The application fee required by chapter 49.85;
 - (C) A site plan drawn to scale or dimensioned indicating all required parking, minimum setbacks, and actual lot size; and
 - (D) A floor plan drawn to scale or dimensioned indicating all dwelling units and including each room labeled as to use;
 - (E) A statement that the property is connected to sewer. If the property is not connected to sewer, a statement from the department of environmental conservation confirming that the existing wastewater disposal system is sufficient for the development, including the proposed accessory apartment, and a statement from a qualified inspector that the existing wastewater disposal system is functioning as designed.
 - (2) *Approval standards.*
 - (A) Unless otherwise provided, the accessory apartment shall be a one-bedroom or efficiency unit not exceeding 600 square feet in net floor area.
 - (B) Areas common to more than one dwelling unit - including entry ways, furnace rooms, laundry rooms, and interior stairways - shall not be included in the computation of the net floor area for the accessory apartment.
 - (C) The minimum lot size as used in this section refers to the minimum lot size for permissible uses listed in the table of dimensional standards, CBJ 49.25.200.
 - (D) A permit under this subsection may be issued if the applicant establishes:
 - (i) The development meets all setback requirements;
 - (ii) The total building footprint does not exceed the maximum lot coverage allowable under section 49.25.400, the table of dimensional standards, or, in the case of nonconforming structures, the total building footprint does not increase with the proposed accessory apartment;
 - (iii) The development does not violate the vegetative cover requirements imposed by section 49.50.300; or, in the case of nonconforming structures, the proposed accessory apartment

- does not decrease the existing vegetative cover;
- (iv) The development meets the parking standards required by chapter 49.40; and
 - (v) The development is connected to public sewer or the existing wastewater disposal system has adequate capacity for the development, including the proposed accessory apartment.
- (E) Single-family detached accessory apartment approval.
- (i) The director may approve a 49.25.300.1.130 accessory apartment application if all of the requirements of this section and the following are met:
 - (a) The application is for an efficiency or one-bedroom unit that does not exceed 600 square feet in net floor area and is on a lot that exceeds the minimum lot size; or
 - (b) The application is for an efficiency, one-bedroom, or two-bedroom unit that has a net floor area equal to or less than 50 percent of the primary dwelling unit's net floor area but not to exceed 1,000 square feet, and is on a lot that exceeds 125 percent of the minimum lot size.
 - (ii) The commission may approve, with a conditional use permit, a 49.25.300.1.130 accessory apartment application if all of the requirements of this section and the following are met:
 - (a) The application is for an efficiency or one-bedroom unit that does not exceed 600 square feet in net floor area, and is on a lot that is less than the minimum lot size; or
 - (b) The application is for an efficiency, one-bedroom, or two-bedroom unit that has a net floor area equal to or less than 50 percent of the primary dwelling unit's net floor area but not to exceed 1,000 square feet, and is on a lot that exceeds 125 percent of the minimum lot size.
 - (iii) An application for an accessory apartment with a net floor area that exceeds 600 square feet shall not be approved on a lot that is less than 125 percent of the minimum lot size.
- (F) Single-family detached, two dwellings per lot, accessory apartment approval.
- (i) When a lot has two primary dwelling units, each primary dwelling unit may have up to one accessory apartment that is consistent with the requirements of this section. The lot shall not have more than two accessory apartments.
 - (ii) An application for an accessory apartment with a net floor area that exceeds 600 square feet shall not be approved on a lot that is less than 250 percent of the minimum lot size.
 - (iii) The director may approve a 49.25.300.1.140 accessory apartment application if all of the requirements of this section and the following are met:
 - (a) The application is for an efficiency, or one-bedroom unit that does not exceed 600 square feet in net floor area, is on a double sized lot (two times the minimum lot size), and the lot does not have another accessory apartment in excess of 600 square feet in net floor area; or
 - (b) The application is for an efficiency, one-bedroom, or two-bedroom unit that has a net floor area equal to or less than 50 percent of the primary dwelling unit's net floor area but not to exceed 1,000 square feet, on a lot that exceeds 250 percent of the minimum lot size,

and the lot does not have more than one other accessory apartment in excess of 600 square feet in net floor area.

- (iv) The commission may approve, with a conditional use permit, a 49.25.300.1.140 accessory apartment application if all of the requirements of this section and the following are met:
 - (a) The application is for an efficiency, or one-bedroom unit that does not exceed 600 square feet in net floor area, is on a lot that is less than the minimum lot size, and the lot does not have another accessory apartment in excess of 600 square feet in net floor area;
 - (b) The application is for an efficiency, one-bedroom, or two-bedroom unit that has a net floor area equal to or less than 50 percent of the primary dwelling unit's net floor area but not to exceed 1,000 square feet, is on a lot that exceeds 250 percent of the minimum lot size, and where the lot does not have more than one other accessory apartment in excess of 600 square feet in net floor area.

(G) Multifamily dwelling and accessory apartment approval. Unless authorized by this section, an accessory apartment is prohibited in multifamily, commercial, and mixed-use zoning districts.

- (i) The director may approve a 49.25.300.1.300 accessory apartment application if all the requirements of this section and the following are met:
 - (a) The application is for an efficiency, or one-bedroom unit that does not exceed 600 square feet in net floor area, is on a lot that exceeds the minimum lot size, and the primary use of the lot is a single-family dwelling.
- (ii) The commission may approve, with a conditional use permit, a 49.25.300.1.300 accessory apartment application if all of the requirements of this section and the following are met:
 - (a) The application is for an efficiency, or one-bedroom unit that does not exceed 600 square feet in net floor area, is on a lot that is less than the minimum lot size, and the primary use of the lot is a single-family dwelling.

(H) Common wall accessory apartment approval.

- (i) Each common wall dwelling may have up to one accessory apartment that does not exceed 600 square feet in net floor area and that is consistent with the requirements of this section.
- (ii) The director may approve a 49.25.300.1.911 accessory apartment application if all of the requirements of this section and the following are met:
 - (a) The application is for an efficiency, or one-bedroom unit that does not exceed 600 square feet in net floor area, and is on a lot that exceeds the minimum lot size.
- (iii) The commission may approve, with a conditional use permit, a 49.25.300.1.911 accessory apartment application if all of the requirements of this section and the following are met:
 - (a) The application is for an efficiency, or one-bedroom unit that does not exceed 600 square feet in net floor area, and is on a lot that is less than the minimum lot size.

(Serial No. 87-49, § 2, 1987; Serial No. 89-33, § 2, 1989; Serial No. 91-01, § 2, 1991; Serial No. 94-07, § 4, 1994; Serial No. 95-33, § 8, 1995; Serial No. 97-49, § 3, 1998; Serial No. 2001-12, § 3, 4-2-2001; Serial No. 2006-15, §§ 5, 6, 6-5-2006; Serial No. 2007-39, § 11, 6-25-2007; Serial No. 2009-22(b), § 3, 10-12-2009; Serial No. 2012-24, § 4, 5-14-2012.

eff. 6-14-2012 ; Serial No. 2012-36, § 3, 9-17-2012 ; Serial No. 2015-7(b)(am), § 5, 2-23-2015, eff. 3-26-2015 ; Serial No. 2019-37, § 4, 3-16-2020, eff. 4-16-2020)

Building Permits

<u>Permit Number</u>	<u>Applicant Name</u>	<u>Permit Type</u>	<u>Scope of Work</u>	<u>Estimated Cost</u>	<u>Address</u>	<u>Tax Lot</u>	<u>Tax Ex. Card</u>	<u>Date Issued</u>	<u>Expiration Date</u>
01-2018	Mary Little	Commercial	Remodel	\$40,000.00	608 First Street	02-173-505	Yes	1/2/2018	1/2/2019
02-2018	Harold Moore	Commercial	Replace siding	\$9,000.00	400 First Street	02-060-770	Yes	1/4/2018	1/4/2019
03-2018	James Jensen	Residential	Set up Mobile Home	\$5,000.00	120 Jensen Drive	03-074-230	No	1/12/2018	1/12/2019
04-2018	Nathan Cain	Residential	Replace windows and doors	\$50,000.00	CRH Mi 3	02-069-250	Yes	3/7/2018	3/7/2019
05-2018	Jacob Lundli	Residential	Extension of BP 04-2017	\$50,000.00	270 Eyak Drive	03-075-335	Yes	3/20/2018	3/20/2019
06-2018	Keith and Kathleen Kroll	Residential	Single Family Residence	\$200,000.00	9 Alpine Falls	02-087-618	Yes	3/20/2018	3/20/2019
07-2018	John Thomas	Residential	Addition	\$30,000.00	705 Railroad Ave	02-173-994	No	4/2/2018	4/2/2019
08-2018	Thai Vu	Residential	Roof	\$6,500.00	1006 Whitshed Road	02-084-300	No	4/9/2018	4/9/2019
09-2018	Tom Bailer	Residential	30'x30' Building	\$75,000.00	1012 Whitshed Road	02-373-611	No	4/20/2018	4/20/2019

2019 Building Permits

<u>Permit Number</u>	<u>Applicant Name</u>	<u>Permit Type</u>	<u>Scope of Work</u>	<u>Estimated Cost</u>	<u>Address</u>	<u>Tax Lot</u>	<u>Tax Ex. Card</u>	<u>Date Issued</u>	<u>Expiration Date</u>
01-2019	John Harvill	Commercial	Addition to Existing Building	\$ 125,000.00	701 Railroad Ave	02-173-323	No	1/2/2019	1/2/2020
02-2019	Loreen Pallas	Residential	Reconstruction of Addition	\$ 10,000.00	1400 Lakeshore Drive #14	02-072-930-1	No	1/11/2019	1/11/2020
03-2019	Trident Seafoods Corporation	Industrial	42' x 42' Dock	\$ 1,300,000.00	545 Railroad Avenue	02-060-250-1	No	1/11/2019	1/11/2020
04-2019	Roderick and Desiree Jensen	Residential	Remodel		140 Gandil Drive	03-075-365	No	1/23/2019	1/23/2020
05-2019	Lee Collins	Residential	Extension of BP 26-2017		Mi 4.1 Whitshed Road	08-001-120	Yes	2/1/2019	2/1/2020
06-2019	Mark S. Heidbrink	Residential	4-Wheeler Shed	\$ 800.00	1312 Whitshed Road	02-084-425	Yes	2/20/2019	2/20/2020
07-2019	Michael C. Davis	Residential	Reconstruct Cabin	\$ 50,000.00	Mile 2.2 Power Creek Road	02-048-375	No	3/14/2019	3/14/2020
08-2019	Micah Ess	Residential	Addition	\$ 10,000.00	202 South Second Street	02-473-505	No	3/18/2019	3/18/2020
09-2019	John Thomas	Residential	Ex. Of BP 07-2018	\$ 30,000.00	705 Railroad Ave	02-173-994	No	3/20/2019	4/4/2020
10-2019	Mark Hall	Residential	New House	\$ 250,000.00	105 Cabin Ridge Road	02-061-824	Yes	3/28/2019	3/28/2020
11-2019	Tom Bailer	Residential	Concrete/Interior	\$ 10,000.00	717 Chase Avenue	02-072-717	Yes	3/28/2019	3/28/2020
12-2019	Kory Blake	Residential	New House	\$ 178,000.00	708 Eighth Street	02-072-372	Yes	3/28/2019	3/28/2020
13-2019	John Wilson	Commercial	Replace Roof	\$ 100,000.00	102 Nicholoff Way	02-173-110	Yes	4/8/2019	4/8/2020
14-2019	Patrick McDonough	Residential	Garage	\$ 60,000.00	107 Cabin Ridge Road	02-061-822	Yes	4/24/2019	4/24/2020
15-2019	Robert Beedle	Residential	Accessory Building	\$ 50,000.00	926 Lake Ave	02-072-764	Yes	5/6/2019	5/6/2020
16-2019	Sherman Powell	Residential	Deck	\$ 1,000.00	516 Third Street	02-273-308	No	5/7/2019	5/7/2020
17-2019	Cordova Electric Cooperative Inc.	Industrial	Battery Installation	\$ 2,000,000.00	308 LeFevre Street	02-072-920	No	6/5/2019	6/5/2020
18-2019	Dan Scott	Residential	Single Family Home	\$ 150,000.00	102 First Street	02-060-900	No	6/5/2019	6/5/2020
19-2019	Dale Johnson	Residential	BP 09-2017 Extension	\$ 120,000.00	3.2 Whitshed Road	03-070-565	Yes	6/17/2019	6/17/2020
20-2019	Mike Haffeman	Commercial	Electrical Improvements	\$ 16,000.00	CRH MI 13	05-020-320	No	6/20/2019	6/20/2020
21-2019	Shawn Gilman	Residential	Ext. of BP 13-2018		Cabin Ridge Road	02-061-806	Yes	7/5/2019	7/5/2020
22-2019	Rob Campbell & Caitlin McKinstry	Residential	Single Family Residence	\$ 350,000.00	Lot 6 Saddle Point Drive	02-099-235	No	7/10/2019	7/10/2020
23-2019	Heath Kocan	Residential	Deck	\$ 29,000.00	1003 Young Drive	02-072-553	No	8/21/2019	8/21/2020
24-2019	Jacob Lundli	Residential	Extension of BP 05-2018	\$ 50,000.00	270 Eyak Drive	03-075-335	Yes	8/26/2019	8/26/2020
25-2019	Dan Feil	Residential	Roof over Deck	\$ 20,000.00	1807 Whitshed Road	02-083-348	No	9/26/2019	9/26/2020
26-2019	Kale'n Thyme LLC	Commercial	Install Container Farm	\$ 12,000.00	800 Chase Avenue	02-072-800-1	Yes	10/4/2019	10/4/2020
27-2019	Prism Design and Construction	Commercial	Remove existing tank and install new	\$ 250,000.00	635 First Street	02-173-540	No	10/22/2019	10/22/2020
28-2019	Jane Spencer	Residential	Addition	\$ 40,000.00	305 Browning Ave	02-273-317-A	Yes	10/22/2019	10/22/2020
29-2019	Gene and Cully Wooden	Residential	Single Family Residence	\$ 300,000.00	185 Eyak Drive	03-075-380	No	10/23/2019	10/23/2020

2020 Building Permits

<u>Permit Number</u>	<u>Applicant Name</u>	<u>Permit Type</u>	<u>Scope of Work</u>	<u>Estimated Cost</u>	<u>Address</u>	<u>Tax Lot</u>	<u>Tax Ex. Card</u>	<u>Date Issued</u>	<u>Expiration Date</u>
01-2020	John Harvill	Residential	Extension of BP 01-2019	N/A	701 Railroad Ave	02-173-323	No	1/6/2020	1/6/2021
02-2020	Tony Barnes	Residential	Single Family Residence	\$15,000	860 Orca Road	02-041-535	No	2/18/2020	2/18/2021
03-2020	Kay Adams	Residential	Extension of BP 15-2018	\$40,000.00	510 Davis Avenue	02-060-867	Yes	6/25/2018	6/25/2019
04-2020	Jeremiah Beckett	Residential	Single Family Residence	\$ 400,000.00	317 First Street	02-060-429	Yes	3/10/2020	3/10/2021
05-2020	Lee Collins	Residential	Extension of BP 05-2019	N/A	Mi 4.1 Whitshed Road	08-001-120	Yes	3/13/2020	3/13/2021
06-2020	Brian Wagner	Residential	Shop	\$ 25,000.00	406 Fourth Street	02-060-839	No	5/13/2020	5/13/2021
06-2020 (Dup.)	Ted Velasco	Residential	Deck	\$4,000	610 Birch Street	02-072-535	No	5/13/2020	5/13/2021
07-2020	Cindy Appleton	Residential	Single Family Residence	\$ 200,000.00	814 Woodland Drive	02-086-303	Yes	5/18/2020	5/18/2021
08-2020	RJ Kopchak	Residential	Extension of BP 20-2018	\$ 110,000.00	120 West Davis Avenue	02-060-755-A	Yes	5/26/2020	5/26/2021
09-2020	Bill Howard	Residential	Shop	\$ 60,000.00	165 Eyak Drive	03-070-655	No	6/8/2020	6/8/2021
10-2020	Dale Johnson	Residential	BP 19-2019 Extension	\$ 120,000.00	3.2 Whitshed Road	03-070-565	Yes	6/19/2020	6/19/2021
11-2020	Rob Campbell & Caitlin McKinstry	Residential	BP 22-2019 Extension	\$ 350,000.00	Lot 6 Saddle Point Drive	02-099-235	Yes	6/25/2020	6/25/2021
12-2020	Nathan DeCook	Residential	Single Family Residence	\$ 150,000.00	713 Chase Ave	02-072-743	Yes	6/30/2020	6/30/2021
13-2020	John Stack	Residential	Two-Story Addition	N/A	311 Browning Ave	02-273-317		6/30/2020	6/30/2021
14-2020	Shawn Gilman	Residential	Ext. of BP 13-2018	N/A	Cabin Ridge Road	02-061-806	Yes	8/7/2020	8/7/2021
15-2020	Blythe Thomas	Residential	Addition	\$ 75,000.00	705 Railroad Avenue	02-173-994	No	8/12/2020	8/12/2021
16-2020	Nathan Cain	Residential	Replace windows, doors, siding	\$ 18,000.00	CRH MI 3	02-069-250	Yes	8/12/2020	8/12/2021
17-2020	Tom Bailer	Residential	24' x 32' Building	N/A	1012 Whitshed Road	02-373-611	Yes	8/28/2020	8/28/2021
18-2020	Brian Parsons	Residential	Entryway/Stairs/Remodel	\$ 20,000.00	Crest Circle	02-099-221	Yes	9/11/2020	9/11/2021
19-2020	Peterson Welding and Machine	Commercial	120'x120' steel building	N/A	CRH MI 6	03-070-575	Yes	9/23/2020	9/23/2021
20-2020	Kathleen Rawlins	Residential	Remodel	N/A	2114 CRH	02-087-355	Yes	10/16/2020	10/16/2021

2021 Building Permits

<u>Permit Number</u>	<u>Applicant Name</u>	<u>Permit Type</u>	<u>Scope of Work</u>	<u>Estimated Cost</u>	<u>Address</u>	<u>Tax Lot</u>	<u>Tax Ex. Card</u>	<u>Date Issued</u>	<u>Expiration Date</u>
01-2021	Sheridan Joyce	Residential	Single Family Residence	\$ 80,000.00	Whitshed Road	02-083-610	No	1/25/2021	1/25/2022
02-2021	Karin Siebenmorgen	Residential	Shop/Garage	N/A	200 Boardwalk Way	02-373-124	No	2/26/2021	2/26/2022
03-2021	Jeremiah Beckett	Residential	Ext. of BP 04-2020	N/A	317 First Street	02-060-429	Yes	3/12/2021	3/12/2022
04-2021	Rich Collins	Residential	Ext. of BP 05-2020	N/A	Mi 4.1 Whitshed Road	08-001-120	Yes	3/12/2021	3/12/2022
05-2021	Tony Barnes	Residential	Ext. of BP 02-2020	N/A	860 Orca Road	02-041-535	No	3/12/2021	3/12/2022
06-2021	Scott Veerman	Commercial	Science Center Campus	N/A	1000 Orca Road	02-041-500	No	4/2/2021	4/2/2022
07-2021	Tania Harrison	Residential	Single Family Residence	\$ 150,000	2203 Power Creek Road	02-070-200	Yes	4/6/2021	4/6/2022
08-2021	Kayley and Daniel Delozier	Residential	Single Family Residence	\$ 335,000.00	708 Lefevre Ave	02-072-621	Yes	4/8/2021	4/8/2022
09-2021	Karen and Josh Hallquist	Residential	Multi family	\$ 100,000.00	818 Woodland Drive	02-086-307	Yes	4/21/2021	4/21/2022
10-2021	Alaskan Wilderness Outfittin Co. LLC	Commercial	pour oncrete	\$ 50,000	13 Mile Airport		Yes	5/15/2021	5/11/2021
11-2021	Cindy Appleton	Residential	Renewal of permit 07-2020	\$ 200,000.00	814 Woodland Drive	02-086-303	Yes	5/18/2020	5/18/2021
12-2021	Ryan Thorne	Residential	Single Family Residence	\$ 180,000.00	Elmer Dr. Point Drive	02-071-361	Yes	5/28/2021	5/28/2022
13-2021	Eric Manzer	Residential	Shed	\$ 18,000.00	1000 Pipe street	02-473-482-A	Yes	6/4/2021	6/4/2022
14-2021	Rob Campbell & Caitlin McKinstry	Residential	Single Family Residence	\$ 350,000.00	Lot 6 Saddle Point Subdivision	02-099-235	Yes	6/15/2021	6/15/2022
15-2021	Denis Keogh	Residential	Single family addition	\$ 12,000.00	207 South Second Street	02-473-493	Yes	6/15/2021	6/15/2022
16-2021	Randy Rawlins	Residential	single family remodel	\$ 60,000.00	2114 CRH	02-087-355	Yes	6/24/2021	10/16/2022
17-2021	John Stack	Residential	Two-Story Addition	N/A	311 Browning Ave	02-273-317	yes	6/30/2020	6/30/2021
18-2021	Rich Sorenson	Residential	Replace and enlarge existing porch	\$ 10,000	800 Lefevre Ave	02-072-626	No	7/7/2021	7/7/2022
19-2021	Dale Johnson	Residential	Renewal of permit 10-2020	\$ 120,000.00	3.2 Whitshed Road	03-070-565	YES	7/26/2021	7/26/2022
20-2021	Karen Peterson	Residential	Enclose existing deck for additional indoor space on upper and lower lvl	\$ 60,000.00	6.5 mile Copper River Hwy.	03-070-575	Yes	8/2/2021	8/2/2022
21-2021	Peterson Welding and Machine	Commercial	Renewal of permit 19-2020	N/A	CRH MI 6	03-070-575	Yes	9/27/2021	9/27/2022
22-2021	Becky Chapek	Residential	Garage	\$60,000	708 5th St	02-273-455 & 56	No	9/27/2021	9/27/2022
23-2021	Terry Bartley	Residential	Convert Garage to Living Space	\$20,000	1907 Whitshed Rd.	02-083-510	Yes	10/6/2021	10/6/2022
24-2021	George & Carrie Daskalos	Residential	New SFR	\$ 400,000.00	12 Alpine Falls Circle	02-087-612	Yes	10/15/2021	10/15/2022
25-2022	Terry Bartley	Residential	retaining wall to fill / level lot	N/A	106 W Council	02-173-780 & 782	No	11/4/2021	11/4/2022

2022 Building Permits

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01-2022	Brooke & Russell Mallory	Residential	Single Family Residence	\$35,000.00	1027 Whitshed Road	02-084-597	Yes	1/5/2022	1/5/2023
02-2022	Jeremiah & Kristie Beckett	Residential	Single Family Residence RENEWAL 04-2020	\$400,000.00	317 First Street	02-060-429	Yes	3/21/2022	3/21/2023
03-2022	Leif Stavig	Residential	Covered Deck, Siding, Windows	\$35,000	612 Fourth Street	02-273-389	Yes	3/2/2022	3/2/2023
04-2022	Kasey Kinsman	Residential	Garage & Second Story Living w/ Deck	\$150,000	211 Council Ave	02-273-800-A	Yes	3/15/2022	3/15/2023
05-2022	William Pearson	Residential	Convert SFR to Two Dwelling Units	\$30,000	936 Lake Ave	02-072-000	No	4/15/2022	4/15/2023
06-2022	PERMIT NUMBER SKIPPED Due to Mix up with Tax Exempt Cards								
07-2022	Tania Harrison	Residential	Single Family Residence RENEWAL 07-2021	\$150,000	2203 Power Creek Road	02-070-200	Yes	4/21/2022	4/21/2023
08-2022	Carlos & Mary Gonzalez	Residential	Change pitch of roof to increase usable space	\$40,000	402 Adams Ave	02-273-421, 422, 433		4/21/2022	4/22/2023
09-2022	Michael Cresswell	Residential	RENEWAL 02-2021	N/A	200 Boardwalk Way	02-373-124	No	5/6/2022	5/6/2023
10-2022	Jon Hutchens	Residential	New Single Family Residence	\$100,000	TBD	02-083-615	Yes	6/7/2022	6/7/2023
11-2022	Fred Marinkocich	Residential	Replace / Expand Existing Deck	\$ 15,000.00	401 Front Street	02-060-763	Yes	6/8/2022	6/8/2023
12-2022	Rob Campbell & Caitlin McKinstry	Residential	RENEWAL22-2019	N/A	122 Saddle Point Dr	02-099-235	Yes	6/24/2022	6/24/2023
13-2022	Hayley Hoover	Residential	New Single Family Residence	\$ 400,000.00	121 West Davis Ave	02-060-417	Yes	8/3/2022	8/3/2023
14-2022	Lanny Gillespie	Residential	Windows, doors, siding, insulation	\$ 18,000.00	160 Prince William Marina RD	02-106-517	Yes	8/3/2022	8/3/2023
15-2022	Kim Hager	Residential	New Single Family Residence Foundation	\$ 60,000.00		02-072-775	Yes	8/5/2022	8/5/2023
16-2022	Ferguson Pyatt Architects, Inc / NDN Holdings, LLC	Residential	Residence / Retreat	1.4 Million	3700 Copper River Highway	02-069-300	No	8/16/2022	8/16/2023
17-2022	AC Commercial	Commercial	New Fully Insulated Roof System	\$ 650,000.00	106 Nicholoff Way	02-173-106	Yes	8/19/2022	8/19/2023
18-2022	Kevin Kimber	Residential	Concrete Slab and Steel Frame Shop	\$90,000	605 Alder Street	02-072-503	Yes	9/9/2022	9/9/2023
19-2022	David Evans	Residential	New Single Famil Home	\$ 250,000.00	100 Cabin Ridge Road	02-061-834	Yes	9/20/2022	9/20/2023
20-2022	Brent Rowland	Residential	New Single Family Residence and Shop	\$ 150,000.00	110 Clark Circle	02-099-281	Yes	9/26/2022	9/26/2023
21-2022	Stephen Richards	Residential	Interior Remodel* Revised 5/8/23 to include new covered deck. Estimated Cost Not Updated	\$ 35,000.00	103 Bluff Trail	02-473-436	Yes	12/14/2022	12/14/2023
22-2022	Anthony So	Residential	Bedroom Addition	\$12,000	1006 Whitshed Rd Lot A7	02-084-300	No	12/14/2022	12/14/2022
23-2022	Turnagain Marine Construction Corporation	Commercial	South Harbor Rebuild	39.8 Million	South Harbor	NA	Yes		
24-2022	Dana and Anita Smyke	Residential	Garage / Shop	\$ 100,000.00	TBD	02-082-710	No	12/27/2022	12/27/2023

2023 Building Permits

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01-2023	Steve Ranney	Commercial	Storage Building 20' X 34'	\$20,000.00	2500 New England Cannery Rd	02-025-250	No	1/9/2023	1/9/2024
02-2023	Peterson Welding (Karen Peterson)	Commercial	Renewal of 19-2020 100X100 Shop	NA	6425 Copper River Highway	03-070-575	Yes	1/17/2023	1/17/2024
03-2023	Jeff Guard	Residential	New Single Family Home	\$200,000	904 Cliff Trail	02-372-525-A	Yes	3/6/2023	3/6/2024
04-2023	Jerimiah & Kristie Beckett	Residential	Renewal of 02-2020	NA	317 First Street	02-060-429	Yes	3/23/2023	3/23/2024
05-2023	Dawn & Warren Kulberg	Residential	New Single Family Home	\$250,000	114 Cabin Ridge Road	02-061-812	No	5/2/2023	5/2/2024
06-2023	Tania Harrison	Residential	Renewal of 07-2021	NA	2203 Power Creek Rd	02-070-200	Yes	5/10/2023	5/10/2024
07-2023	Collin Bronson	Residential	New Workshop	\$32,000	110 Cabin Ridge Road	02-072-310	Yes	5/12/2023	5/12/2024
08-2023	Rob Campbell & Caitlyn McKinstry	Residential	Renewal of 22-2019 New SFR	NA	122 Saddle Point Dr	02-099-235	Yes	7/31/2023	7/31/2024
09-2023	Tom Bailer	Residential	Apartment inside warehouse	\$20,000	1009 Whitshed Road	02-373-611	Yes	8/1/2023	8/1/2024
10-2023	Copper Valley Wireless	Commercial	Modify Existing Cell Tower	\$22,000		03-070-585	No		
11-2023	Brooke & Russell Mallory	Residential	Deck Update & Window Replacement	\$ 6,000.00	1027 Whitshed Road	02-084-597	Yes	8/11/2023	8/11/2024
12-2023	Rolando Gasmen	Residential	Trailer Storage Shed	\$ 2,000.00	1006 Whitshed Road AA-5	02-084-300	No	8/14/2023	8/14/2024
13-2023	Ron Wallace	Residential	Placing of a Mobile Home	NA	1006 Whitshed Road C-7	02-084-300	No	8/17/2023	8/17/2024
14-2023	Brice and Shannon Philips	Residential	Accessory Dwelling Unit	\$ 15,000.00	104 Mt Eccles Estates	02-086-519	Yes	8/21/2023	8/21/1982
15-2023	Heather Throne	Residential	Extrend Carport	\$ 10,000.00	2205 Power Creek Rd	02-063-225	Yes	8/28/2023	8/28/2024