

PLANNING COMMISSION REGULAR MEETING
Tuesday January 9, 2024 AT 6:30 PM
CORDOVA CENTER COMMUNITY ROOMS A & B

Chair

Tania Harrison

Vice Chair

Mark Hall

Commissioners

Chris Bolin

Sarah Trumblee

Kris Ranney

Gail Foode

Sean Den Adel

City Planner

Kevin Johnson

AGENDA

1. CALL TO ORDER

2. ROLL CALL

Chair Tania Harrison, Commissioners Chris Bolin, Sarah Trumblee, Mark Hall, Kris Ranney, Gail Foode, and Sean Den Adel

3. APPROVAL OF AGENDA

4. APPROVAL OF CONSENT CALENDAR

- a. Record unexcused absence for Tania Harrison & Chris Bolin from the December 12, 2023 Regular 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

9. UNFINISHED BUSINESS

- a. 2024 Land Disposal Map DiscussionPage 1

10. NEW BUSINESS

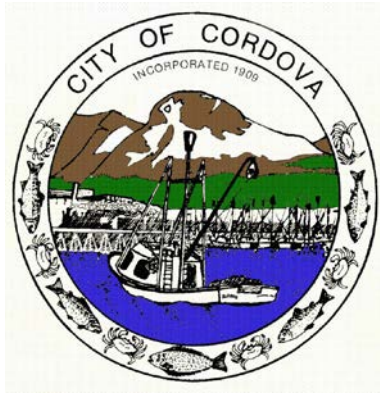
- a. Chair ElectionPage 16
- b. Vice Chair ElectionPage 18

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 4:00 p.m. on the day of the meeting



AGENDA ITEM # 9a
Planning Commission Meeting Date: 1/9/24

PLANNING COMMISSION COMMUNICATION FORM

FROM: Kevin Johnson, City Planner
DATE: 1/9/24
ITEM: 2024 Land Disposal Map Update Discussion
NEXT STEP: Discuss Potential Changes to the Land Disposal Maps

INFORMATION
 MOTION
 RESOLUTION

I. REQUEST OR ISSUE:

The Land Disposal Maps are updated annually. At this time, the Planning Commission should review the 2023 Land Disposal Map document, have discussion on potential changes, and provide staff with any needed guidance to prepare updated maps and a resolution.

II. RECOMMENDED ACTION / NEXT STEP:

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

III. FISCAL IMPACTS:

Land disposals can be a revenue source for the city both through the sale of the land and by getting the property into private hands creates property tax revenue.

IV. BACKGROUND INFORMATION:

Staff plans to include a table within the land disposal map document that shows the end dates of the leased properties. This will allow for the public to understand when these properties may be available again in the future.

Staff has not proposed any updates to specific properties at this time but may come with additional thoughts and ideas at the January 9th meeting. the

V. LEGAL ISSUES:

N/A

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

N/A

VII. SUMMARY AND ALTERNATIVES:

Planning Commission should come prepared to discuss the land disposal maps and propose potential changes if they believe any are necessary.

VII. ATTACHMENTS:

A. 2023 Land Disposal Map

2023 Land Disposal Maps

Adopted by City Council: 06/21/2023

Map Designations

Available – Available to purchase, lease, or lease with an option to purchase. Any of these lots may have conditions or special criteria that must be met.

Available - Requires Subdivision – These parcels are considered ‘Available.’ These are large parcels of land which would most likely be developed as a subdivision. The disposal process for these parcels may require some or all of the following: city acquiring title to the land from the state, surveying, or subdivision development agreements. Many of these parcels contain city improvements that would not be disposed of, such as access roads, water infrastructure, trails, cemeteries, etc.

Not Available – These parcels include, snow dumps, property with improvements/buildings on them, or other lots used or occupied by the city. The city manager will accept a Letter of Interest from an interested party who requests the property designation be changed to ‘Available,’ however the existing city use of the property will be examined and carefully weighed against the letter of interest.

Tidelands – A Letter of Interest to purchase or lease tidelands will be reviewed by the Planning Commission following a recommendation by the Harbor Commission. The Planning Commission will make a recommendation on disposing of the tidelands to City Council.

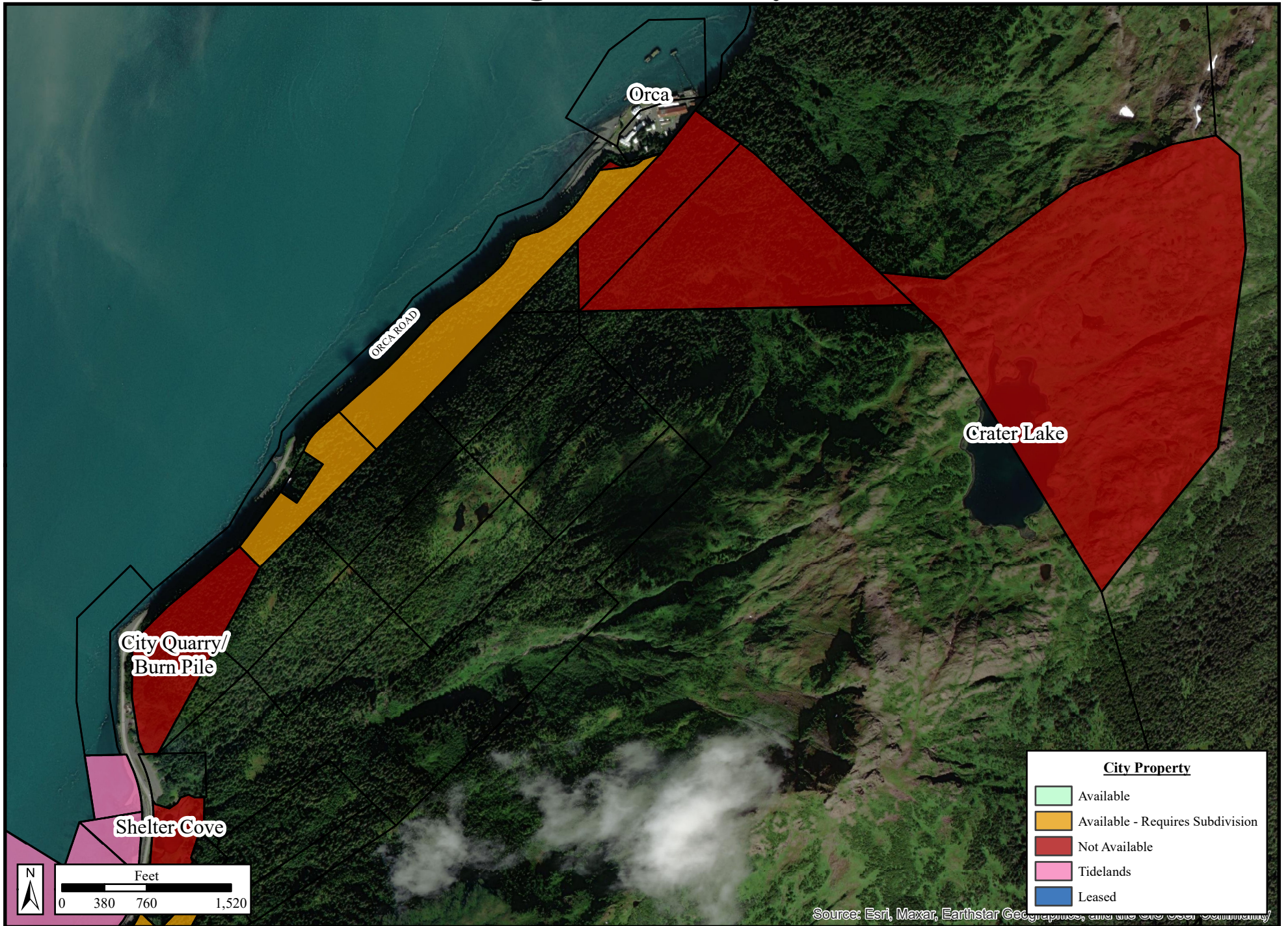
Leased – These are parcels currently leased to a business or government entity by the city. There are leases that are short term, others are long term leases with substantial improvements on the property. Some leased property has an option to purchase. A Letter of Interest for a property that is under lease may be considered when the lease enters the final year of its term.

Update Policy

Maps will be updated on an annual basis by the Planning Department staff, reviewed by the Planning Commission, and adopted by City Council. This update process begins each year with updated maps being presented to the Planning Commission, but the maps may be modified throughout the year on a case-by-case basis.

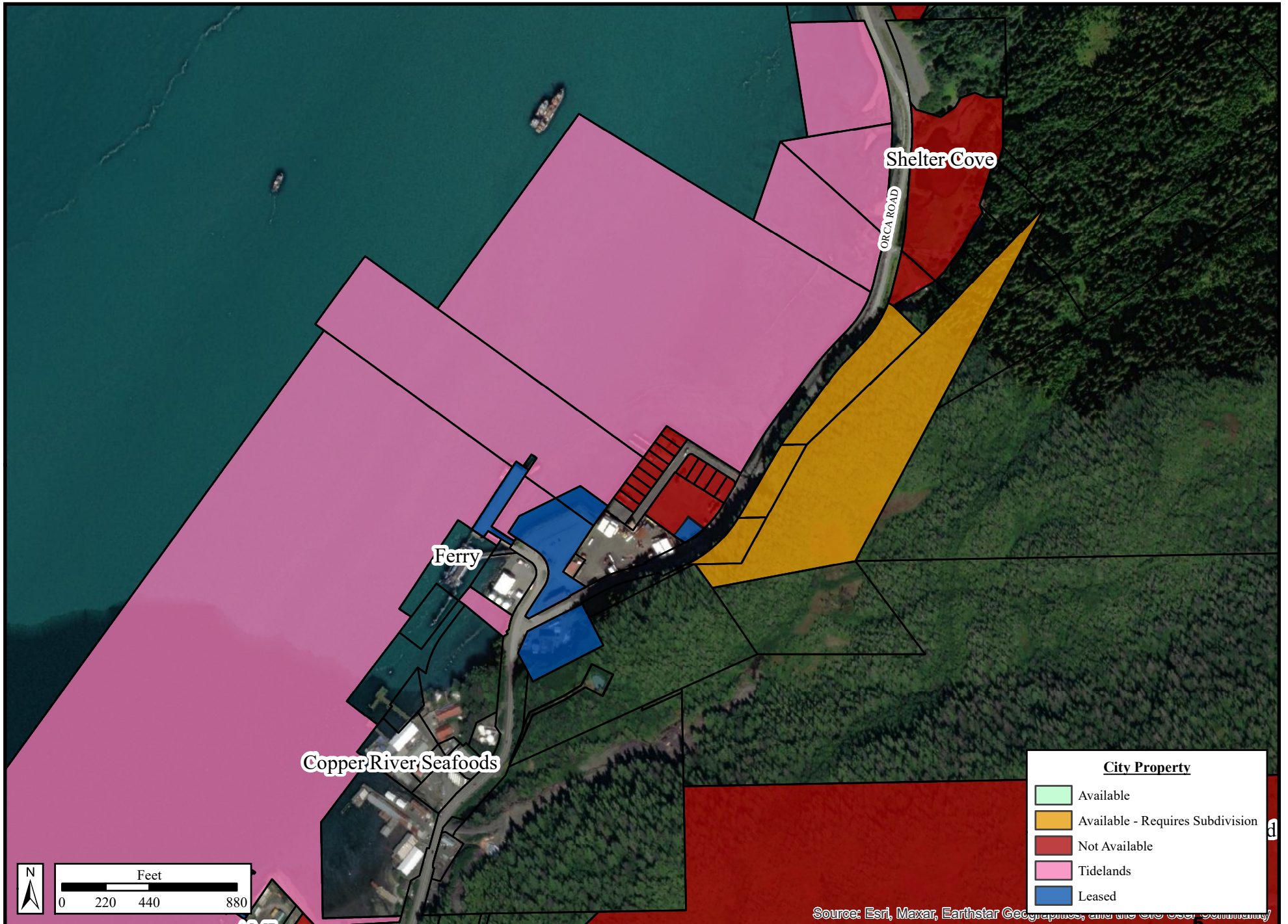
For more information on the land disposal process, refer to Chapter 5.22 of the Cordova Municipal Code, or direct your questions to the Planning Department staff.

New England Cannery Road

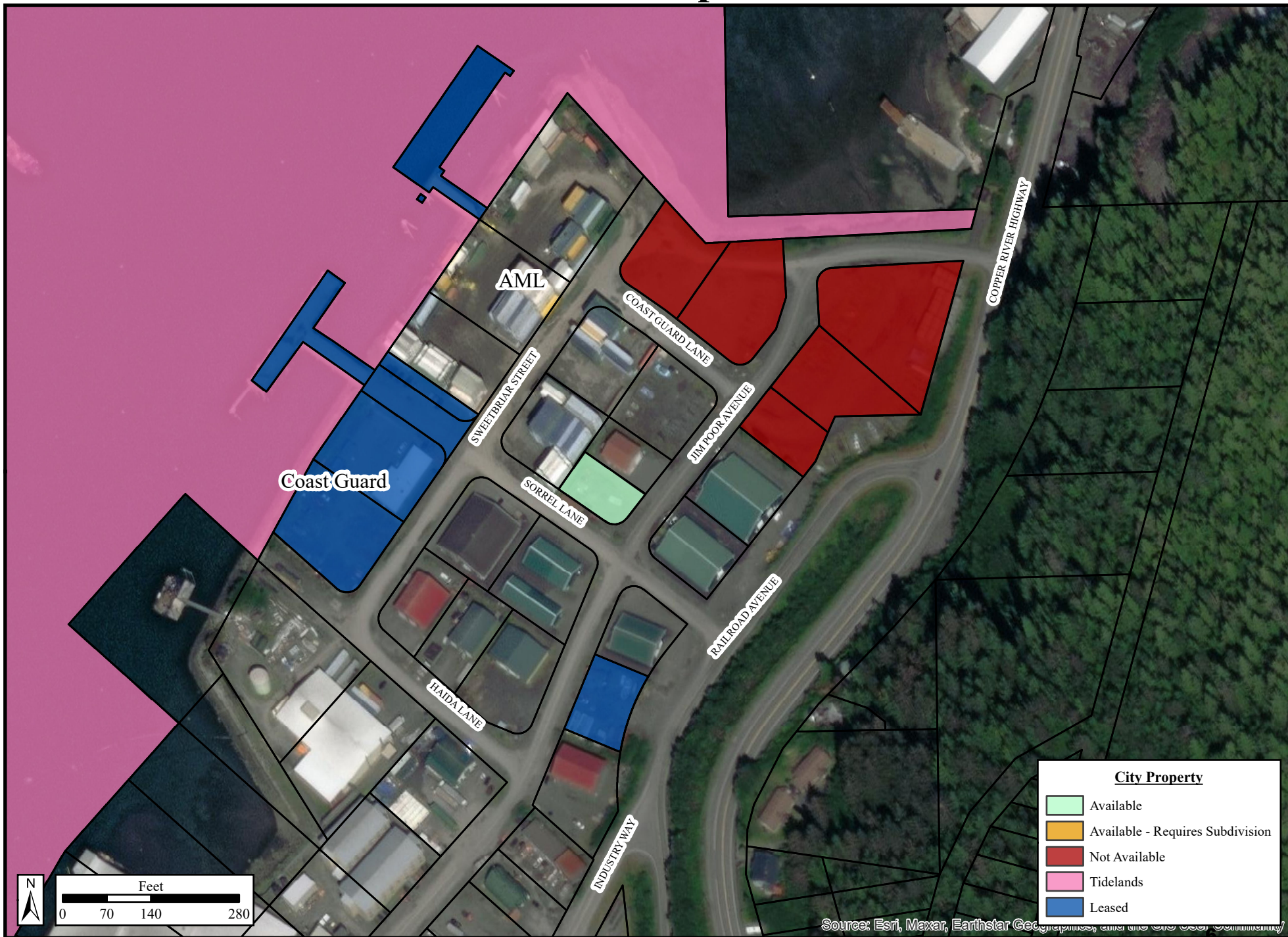


Source: Esri, Maxar, Earthstar Geographics, and the USGS

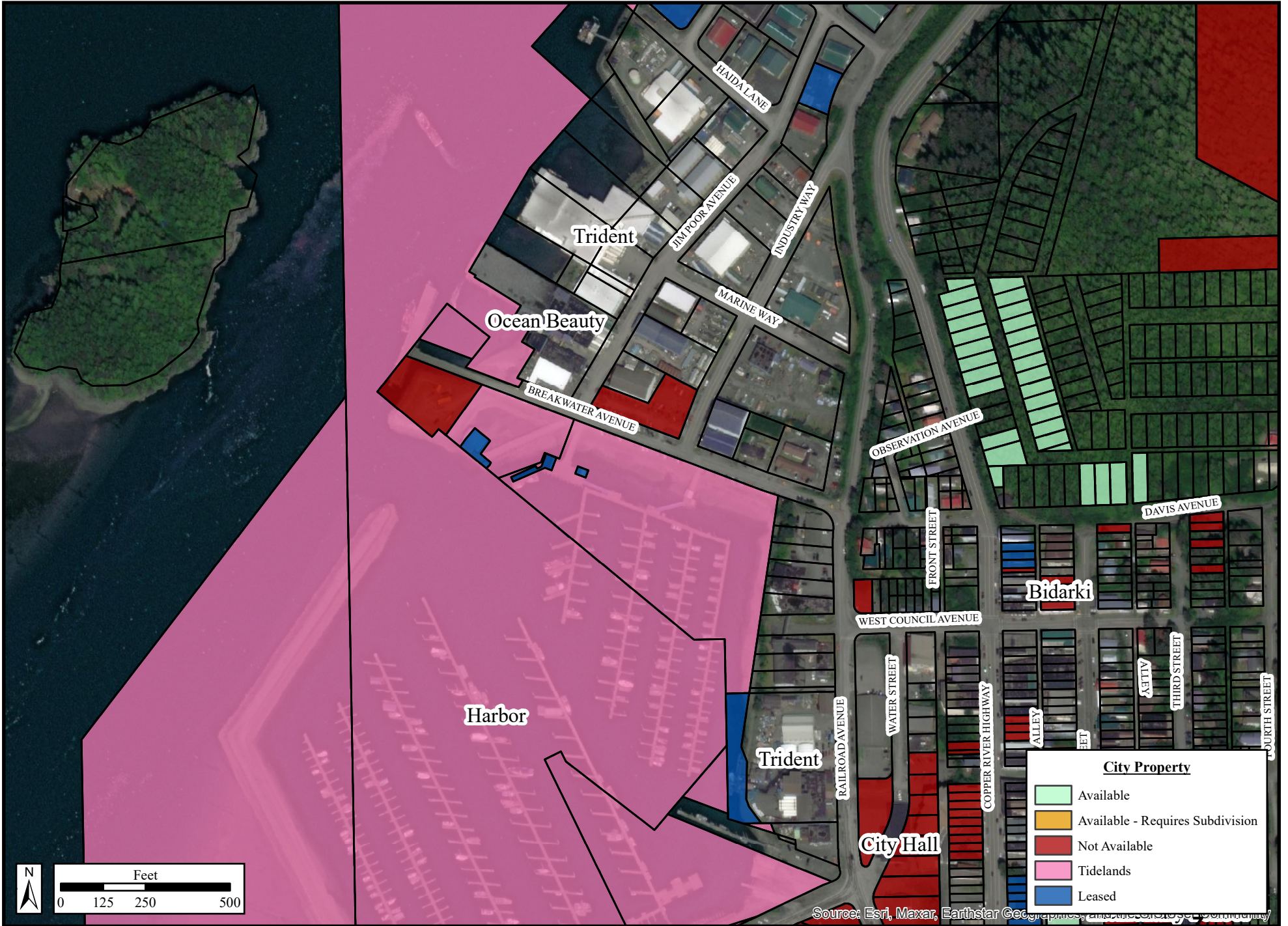
Ocean Dock Subdivision



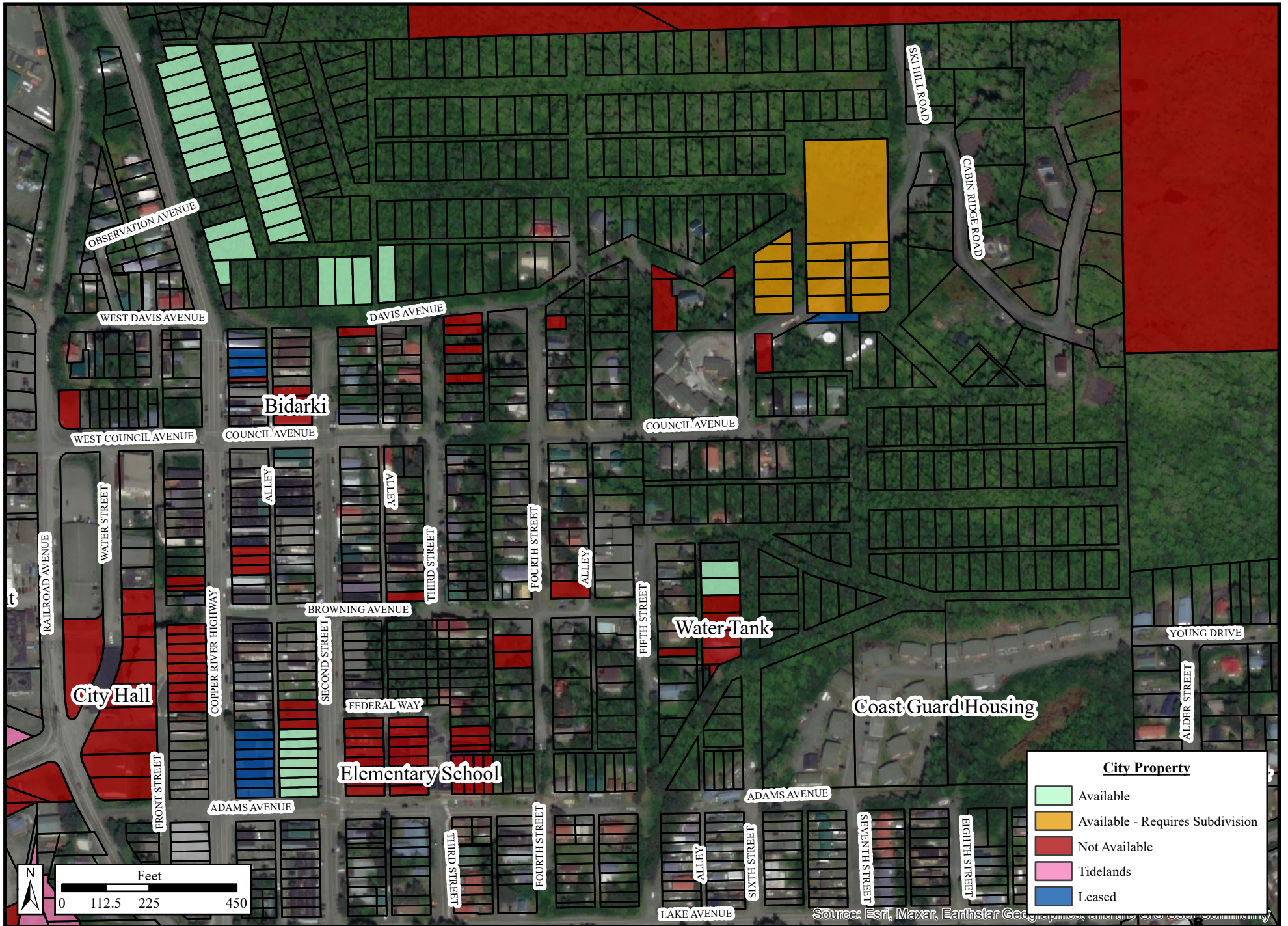
North Fill Development Park



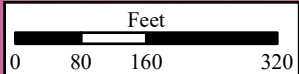
Tidewater Development Park & Cordova Industrial Park



Old Town



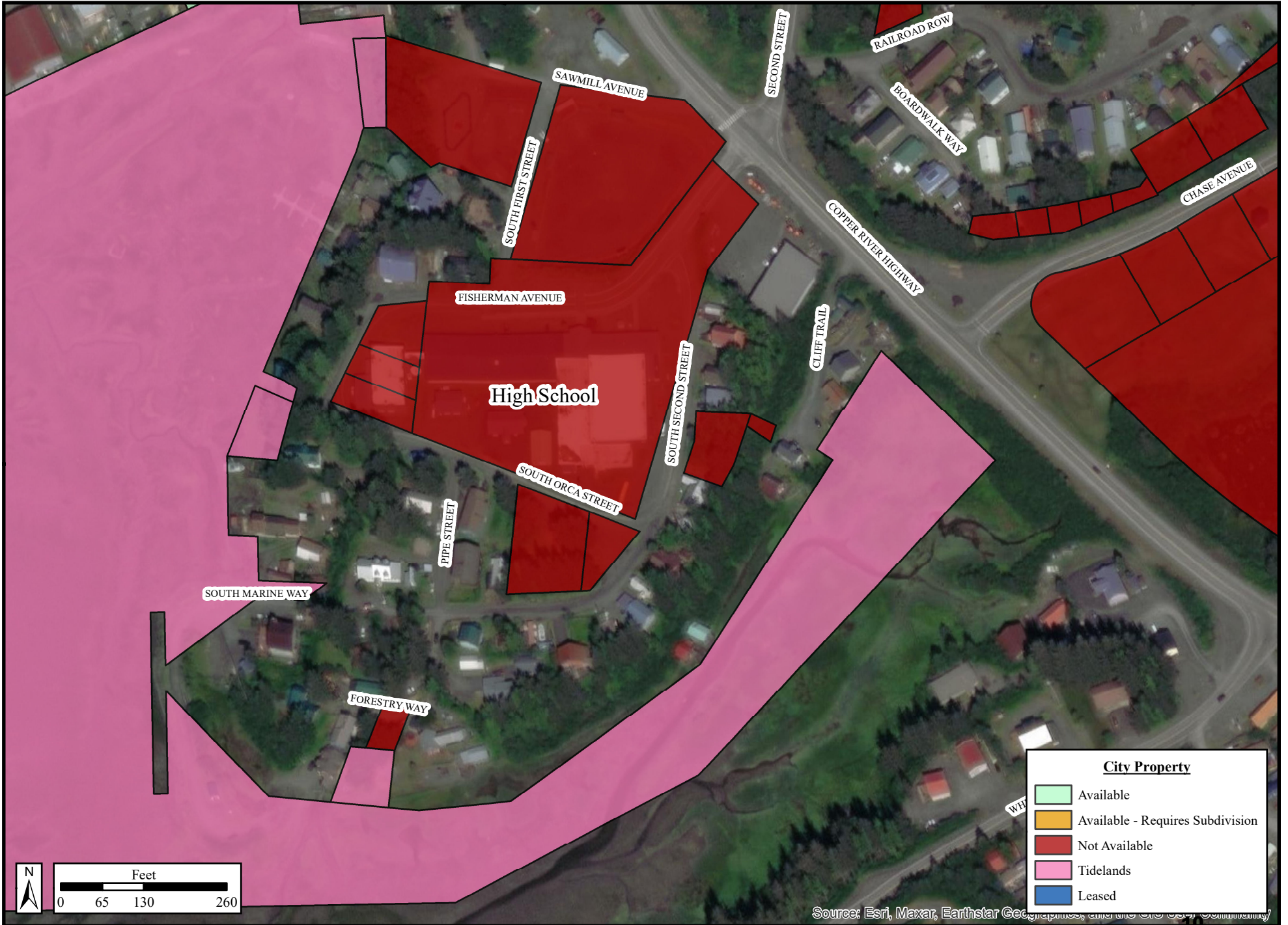
South Fill Development Park



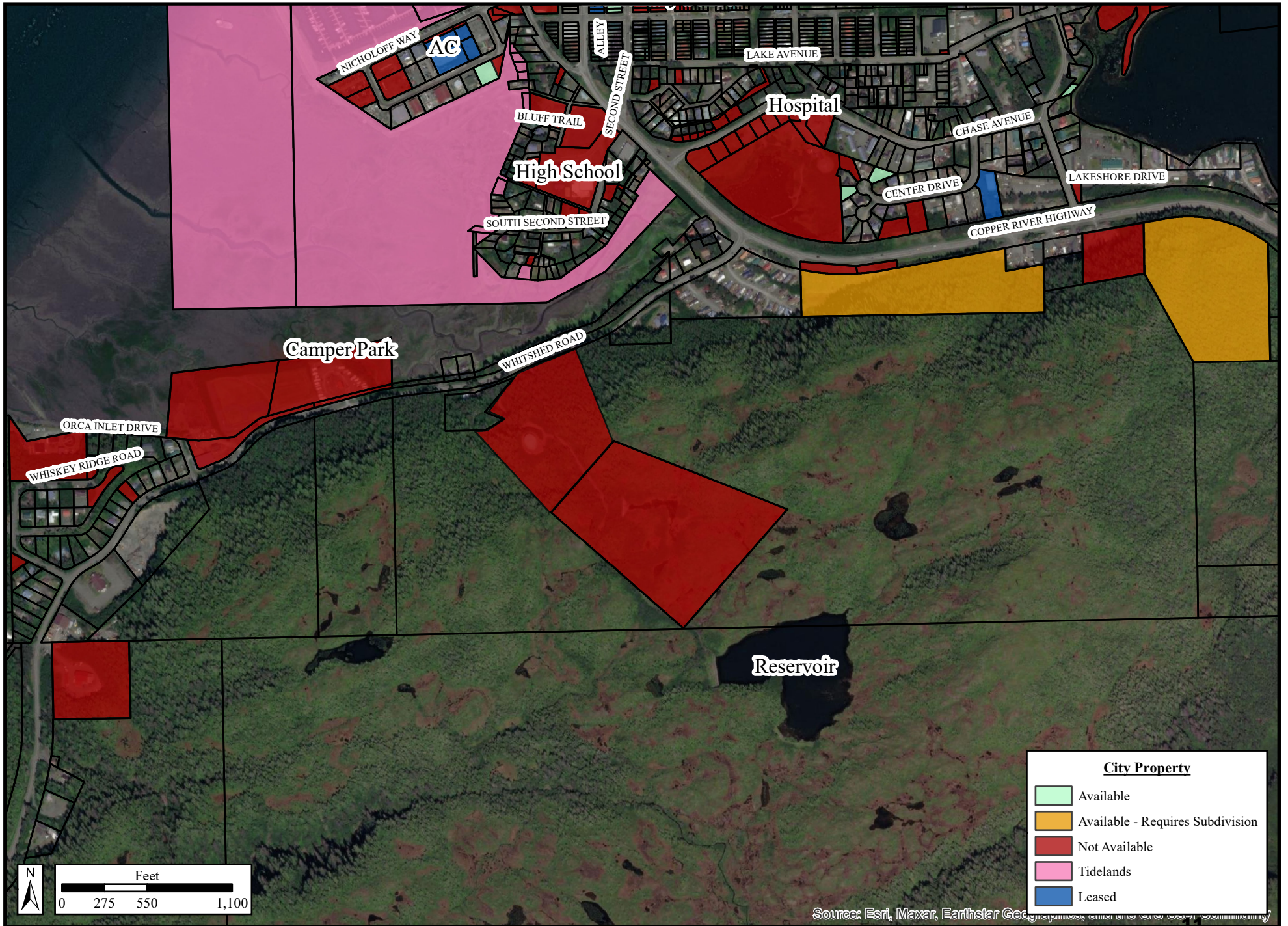
City Property	
	Available
	Available - Requires Subdivision
	Not Available
	Tidelands
	Leased

Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

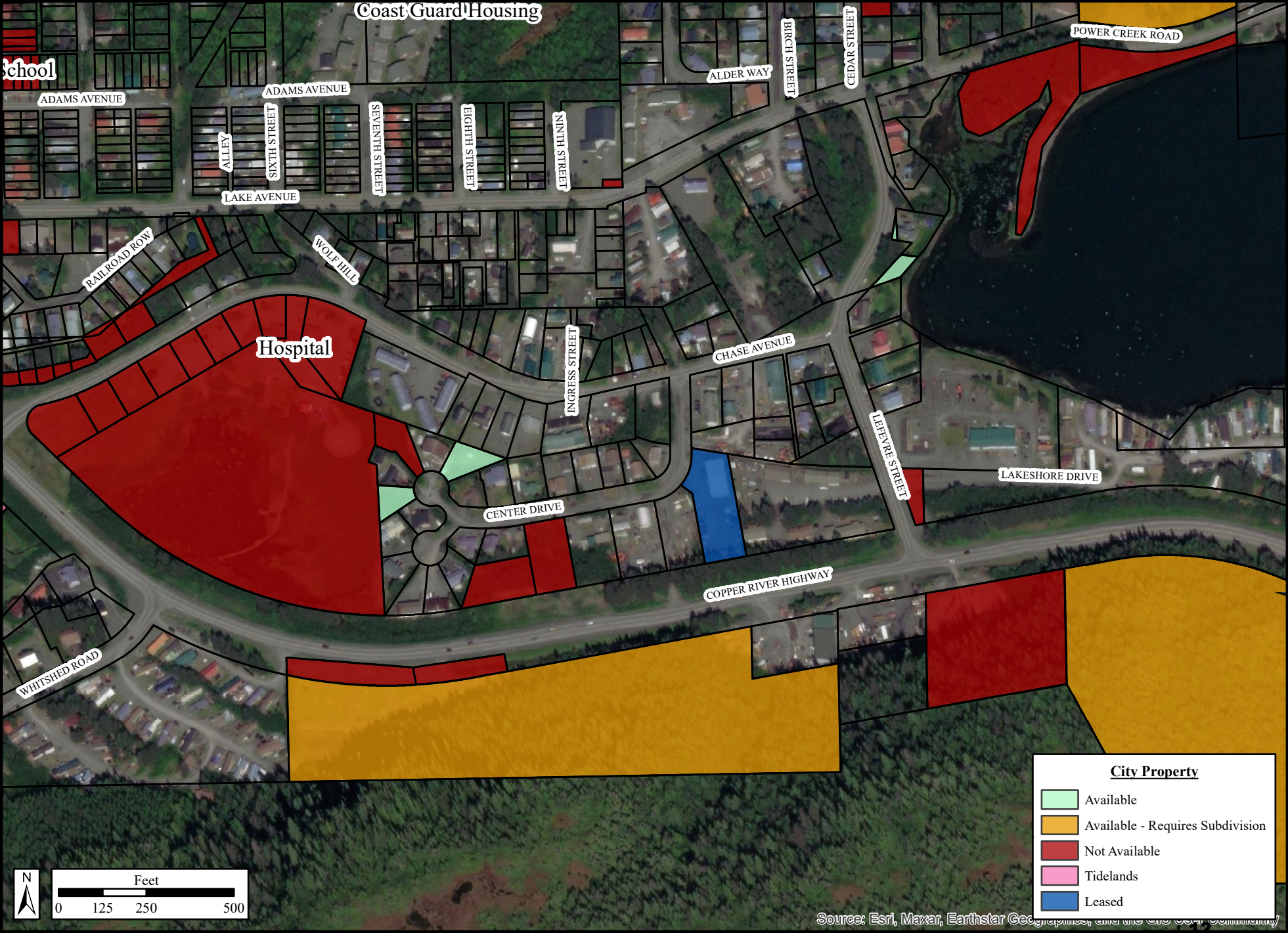
Odiak Slough



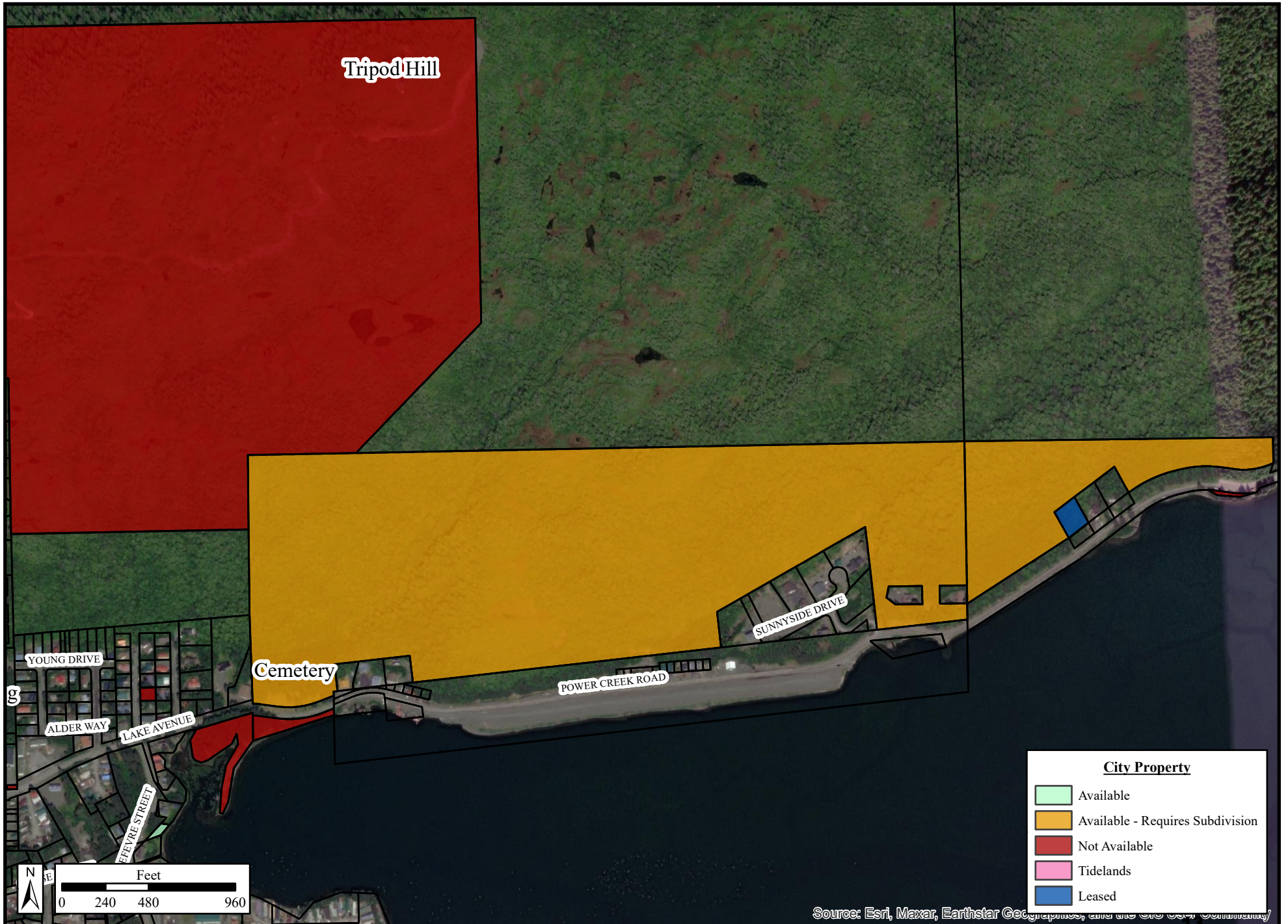
Whitshed Road

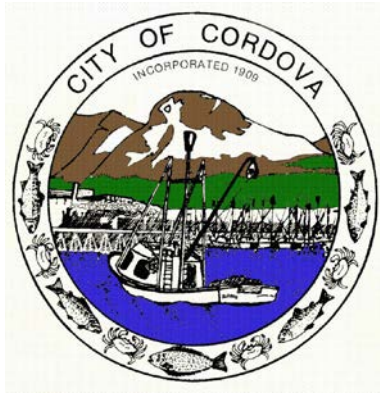


Odiak Park



Power Creek Road





AGENDA ITEM # 10a
Planning Commission Meeting Date: 1/9/24

PLANNING COMMISSION COMMUNICATION FORM

FROM: Kevin Johnson, City Planner

DATE: 1/9/24

ITEM: Chair Election

NEXT STEP: Elect Chair

INFORMATION
 MOTION
 RESOLUTION

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.

II. RECOMMENDED ACTION / NEXT STEP:

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

After the nomination process, 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 floor is open for nominations, any member can bring forth a nomination. The member should know beforehand if the person he or she wishes to nominate is 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: 1/9/24
PLANNING COMMISSION COMMUNICATION FORM

FROM: Planning Staff
DATE: 1/9/24
ITEM: Vice Chair Election
NEXT STEP: Elect Vice Chair

INFORMATION
 MOTION
 RESOLUTION

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.

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